

MONTHLY MEETING OF THE BOARD OF
COMMISSIONERS OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
HELD FEBRUARY 8, 2011

The Regular Meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington, was held February 8, 2011, at the Fall City Library located at 33415 SE 42nd, Fall City, Washington, at 7:00 p.m. Commissioners Pettersson, Schneider, Harris, and Wilkins were present. Commissioner Moderow had an excused absence.

Teresa Appleseth and Terri Campbell were present.

1. Call to Order

Commissioner Wilkins acted as Chairman of the meeting and business was conducted as follows. Terri Campbell will be taking the meeting minutes.

2. Minutes and Resolutions (review, approve, and sign)

Minutes of the Regular Meeting held January 11, 2011, were read and approved.

3. Financial Report and Vouchers

The King County Voucher request form totaling \$1,337.00, which included various vouchers drawn on the District's Maintenance Fund, was reviewed.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized payment of Maintenance Fund Voucher Nos. 69 through 74 in the amount of \$1,337.00.

Terri Campbell prepared and submitted an interim financial reportsince monthly King County financial reports do not arrive until approximately the 10th of every month.

4. Business from the Floor

- A. Guest Speaker
 - a. None Present
- B. Public Comment Period (Limit 2 minutes)
 - a. No comment from the floor

5. Correspondence

- A. No Report

6. Committee Reports – Commissioners

- A. Administrative Committee – Commissioner Harris
 - a. No report

- B. Vision, Mission and Goals Committee – Commissioner Pettersson
 - a. Proposed timeline to revise the FCMPD Comp Plan
 - i. 2nd Quarter 2011
- C. Park Lands Committee – Commissioner Moderow
 - a. Weyerhaeuser sale of 750 acres above Carnation
 - i. The issue needs a point person for tracking
- D. Park District Survey – Commissioner Moderow
 - a. Hebert Research telephone survey update
 - i. The survey is currently being conducted and will be completed February 15, 2011. The results will be presented at the March 8, 2011, meeting.
 - ii. Commissioner Schneider was contacted by Hebert Research and commented on the survey. He disclosed that he was a FCMPD Commissioner. All Commissioners agreed they would disclose their Commissioner status if they were called.

7. Communications Liaison Representative Report - Commissioner Wilkins

- A. Fall City Community Association (FCCA)
 - a. No report
- B. King County
 - a. Butch Lovelace of King County rescheduled the river access tour for February 10, 2011, with Commissioner Wilkins. Commissioner Wilkins will show King County where the river floats enter and exit the river.
- C. Si View
 - a. No report
- D. Snoqualmie Tribe
 - a. A planting event at the Fall City Park has been scheduled for March 5, 2011, from 10am to 3pm. Commissioners have been invited and encouraged to attend. The event is open to the public.
- E. Fall City Neighbors Monthly Newsletter
 - a. No charge was incurred to advertise the Survey in the *Fall City Neighbors* newsletter.
- F. FCMPD Yahoo Group
 - a. Commissioners have been invited to join the newly formed Fall City Parks Yahoo Group list. Terri Campbell will work on getting information out to the general public to encourage new membership.

8. Policies and Procedures Manual - Commissioner Wilkins

- A. Review of FCMPD Policy and Procedures Manual
 - a. This is an ongoing review and comment period and will be updated in future meetings.

9. Old Business

- A. FCMPD Laptop
 - a. A new Dell laptop was purchased for official FCMPD business. The purchase included a laptop, thin protective case, wireless mouse and 4GB flash backup drive. Total expense was \$673.74
- B. King County Comp Plan – Commissioners Moderow and Pettersson

- a. Commissioners attended a King County Comp Plan public meeting on January 31, 2011, at Chief Kanim Middle School. This was a Fall City Sub-Area Plan as well as a King County 2012 Comp Plan.
- b. Commissioner Harris will submit the FCMPD Vision Statement and information on our park district to the King County facilitator.
- C. IRS DUNS and EIN number issuance
 - a. IRS forms for an EIN number were signed by Commissioner Wilkins and Terri Campbell will submit to the IRS.
- D. Fall City River Float Taskforce – Commissioner Moderow
 - a. To date, Terri Campbell has received compensation from the FCMPD to perform administrative services in the amount of \$180.34. A total of \$200.00 was previously approved. The Commissioners agreed to support the administrative services up to and including the February 15, 2011, meeting and will re-evaluate it again at the FCMPD Regular Meeting on March 8, 2011.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized an increase up to \$300 to cover the February 15, 2011, meeting.

- b. The Commissioners requested Shar Driggs as a guest speaker at the March 8, 2011, Regular Meeting to present the vision of the Fall City River Taskforce and update the Commissioners.
- c. State Auditor's Office – Accountability Audit Status
 - i. Commissioner Harris received a follow-up letter from the State Auditor's office with a template to fill in our local government accountability reporting.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized Commissioner Harris to draft a letter to the State Auditor's office.

- E. FCMPD server to store documents and files – Commissioner Harris
 - a. Access still in progress. There will be an update in March.
- F. King County and the Fall City Historical Society
 - a. Collaboration concerning commemorative signage on the Preston-Snoqualmie Trail
 - i. Commissioner Moderow to meet with Sandy Prescott and report to Commissioners in the March 8, 2011, meeting.
 - ii. Terri Campbell to follow with Sue Holbrink pertaining to the installation of "bear proof" trash containers at the Lake Alice Trailhead.

10. New Business

- A. Commissioner Moderow requested that we start doing audio recording of our meetings for the purposes of recall for writing the *Fall City Neighbors* article.
 - a. The Commissioners requested Terri Campbell to look into the various types of video and/or recording devices on the market and report the findings at the March 8, 2011, meeting.

- B. Commissioner Harris stated the Fall City Elementary School is looking into grants to replace school-aged playing equipment. Perhaps FCMPD needs to be looking into the various grants to get certain projects funded. Other park districts have applied for grants to fund play areas, picnic benches, and much more. The Community can apply for grants and scholarships to the FCMPD as well.
 - a. Commissioner Harris will look into having a standard letter on file in case someone from the community brings a Grant idea to the District.
- C. Commissioner Schneider was copied on an email between a citizen, Angela Donaldson, to Councilmember Kathy Lambert. Angela Donaldson was inquiring about information on a local land conservation group and Councilmember Lambert's office mentioned the Wells Nursery property and included FCMPD in the reply. There was no action nor involvement by FCMPD on this matter.
- D. Commissioners have been invited to join the newly formed Fall City Parks Yahoo Group, and Terri Campbell will distribute and promote the group on various social networks.

11. Adjourn

After discussion, upon motion duly made and seconded, the meeting was adjourned at 8:21pm.

President and Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner