

MINUTES OF REGULAR MEETING OF THE BOARD OF
COMMISSIONERS OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
HELD JANUARY 26, 2010

The regular meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington, was held January 26, 2009, at the Fall City King County Library, 33415 42nd Place SE, Fall City, Washington, at 7:00 p.m. Commissioners Harris, Moderow, Schneider, and Wilkins were present. Commissioner Pettersson was absent and her absence was excused.

Also present were Bruce Disend (general counsel), Lori Watts (citizen), Lynn Cassel (citizen), Mark Plantenberg (citizen), Phil Kippen (citizen), and Terri Divers (volunteer administrative assistant).

1. Call to Order.

Commissioner Harris acted as Chairman of the meeting and business was conducted as follows. He stated that Commissioner Moderow has volunteered to take minutes of this meeting. Business was conducted as follows.

2. Minutes and Resolutions.

Minutes of the regular meeting held December 15, 2009 and the special meetings held December 29, 2009 and January 12, 2010 were read and approved. Resolution No. 9 adopted at those meetings were reviewed and signed.

3. Financial Report and Vouchers. The Financial Report was reviewed. Various vouchers drawn on the Maintenance Fund was reviewed.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized payment of Maintenance Fund Voucher Nos. 7 through 8 in the amount of \$109.80.

4. Business from the Floor

Phil Kippen submitted documents pertaining to an existing dike maintenance easement along the Raging River near his home. This easement is one in which Johan Sasynuik has recently been encouraging the Board to pursue its use for public access. Mr. Kippen and several of his neighbors are against the opening of this easement to the public and submitted copies of documents outlining the legal history backing this position.

5. Correspondence

The District received an annual report from its insurance carrier Enduris.

6. Committee Reports

A. Administrative Committee: Commissioner Harris

(Agenda, Minutes, Bookkeeping, Record keeping, Insurance, Legal Services, Electronic Communications Research – Website, Web Hosting, E-mail)

Commissioner Harris provided a status update on the remote server agreement and updated price quotes for maintaining network license for remote access to our documents and communications. In November the Board approved the budget for this expense.

After discussion, upon motion duly made and seconded, the Board of Commissioners unanimously approved to have Commissioner Harris, on behalf of the District, prepare and submit the contract agreement documents with NetRiver to have it provide remote server services for the District.

1. Legal Services

No report.

2. Electronic Communications

The District's website has been updated with approved meeting minutes and a link to the current on-line survey. In addition, the List of 2009 Accomplishments by the District will be posted to the website prior to the next regular meeting.

B. Vision, Mission, and Goals Committee: Commissioner Pettersson

No report.

C. Park Lands Committee: Commissioner Moderow

Commissioner Moderow shared the Survey Monkey report and read the current survey results. The Board discussed the idea of including respondents that are in the boundary and those outside. Mr. Disend advised that both have a place in the consideration of activities. A consensus was reached to leave the survey open until the rate of responses received slows down. It may be possible to close March 14th for reporting at March meeting.

Commissioner Moderow also reported meeting with Nature Vision regarding grant writing and possible partnership with other organizations. Lee suggested we move ahead with grant to provide nature trails. It was agreed to have Commissioners Moderow and Wilkins to work together with the Snoqualmie Tribe to find out more about what they are doing with their EPA grant.

7. Representative Report: Commissioner Wilkins

(Friends of Fall City Parks, Park & Recreation Regional [Snoqualmie Valley] Task Force, King County Communications Liaison)

Commissioner Wilkins' report is included under Old Business.

8. Old Business

A. SE 39th Place Access to Snoqualmie Valley Trail (SVT)

This topic was discussed during “Business from the Floor”. Commissioner Wilkins reported that the County notified him that they expect to open the access to the SVT via SE 39th Place in mid-February. Commissioner Schneider motioned that the FCMPD write a letter to Councilmember Kathy Lambert requesting that we have first-hand knowledge of the details of the transaction with Mr. Wall before the transaction is complete.

After discussion, upon motion duly made and seconded, the Board of Commissioners unanimously approved to have Commissioner Schneider prepare a letter to Kathy Lambert’s office requesting that the FCMPD be informed of the details of the trail easement/access agreement before the transaction is complete.

Expanded this discussion to review the problems with public access to SVT at the Carnation “Dom Bosco” trail access. Lori Watts detailed the situation with the Gun Club posting “no trespassing” signs not only on their property but also on other property. Agreed that this is outside the jurisdiction of the FCMPD but suggested that it be addressed to Kathy Lambert’s office.

B. Quigley Park Stage (FCCA)

Commissioner Wilkins stated that Kevin Brown, Director of King County Parks, notified him that the County has deferred final approvals to FCMPD. Vanessa Allen of the FCCA is still in feasibility phase so it was decided that it was premature to take any action at this time.

Commissioner Wilkins submitted a letter to FCCA to ask that they get community approval before proceeding with construction of the project. Vanessa has received the letter and will abide by the request once the project is determined to be feasible and has the support of the FCCA.

C. 2010 District Goals and Planning Meeting

The following is a status update on specific tasks identified in the 2010 District Goals and Planning Meeting . . .

A	Administrative Committee Items	Who, What	When, Status
A1	Move public comment period (with time limits) and special guests to the beginning of Regular Meetings	Harris, also modify typical agenda on FCMPD website	Completed prior to January meeting.
A2	Create and post sandwich boards to provide better ‘day of public meeting’ event notification	Wilkins	

A3	Add 'list of 2009 accomplishments' to the website	Harris, Pettersson	Complete prior to February meeting.
A4	Facilitate use of remote server for electronic files	Harris to obtain updated quote from NetRiver	Motioned that we process the agreement with NetRiver. Motion approved unanimously.
A5	Activate e-mails for commissioners and administrator	Harris to forward e-mail configuration instructions	Complete prior to February meeting.
A6	Develop job description for, interview, and hire a bookkeeper to replace Terri Divers as a volunteer in this position (accounting, web update, minutes)	Wilkins to coordinate with Terri Divers and SVMPD	
A7	Establish a line of credit with King County Treasurer	Wilkins to coordinate with Terri Divers	Motioned that we process the application in the amount of \$50K. Motion approved unanimously. Harris to present application to KC finance committee.
A8	Pay full amount of forthcoming invoice for legal services rendered prior to park district formation by Dick Johnson	Harris to coordinate with Terri Divers following set up of KC line of credit	
A9	Identify bond funding capacity for future capital projects	Harris to coordinate with Bruce Disend and invite bond counsel to speak at February regular meeting	Complete prior to February meeting.
A10	Invite State Auditor (representative) to a FCMPD meeting to present and educate on relevant issues	Harris to coordinate with Terri Divers and invite representative to speak at April regular meeting	

B	Vision, Mission, and Goals Committee Items	Who, What	When, Status
B1	Evaluate results of current on-line survey (via Survey Monkey) to assist with defining long term goals and priorities	Moderow	Ongoing
B2	Develop and distribute a comprehensive public survey to further define long term goals and priorities	Moderow	
B3	Develop and publish a Comprehensive Plan for the short term (1 to 2 year) and long term (5 to 20 year) planning periods <ul style="list-style-type: none"> ➤ Asset inventory ➤ Public input ➤ Project list ➤ Funding plan 	Wilkins to initiate draft by copying template from SVMPD Board to assist after draft document prepared	

C	Park Lands Committee Items	Who, What	When, Status
C1	Develop memorandum of understanding (MOU) with King County regarding continuous public ownership of Fall City Park	Wilkins to coordinate with Councilmember Lambert	
C2	Seek to resolve issue of current closure of access to Snoqualmie Valley Trail via SE 39th Street	Wilkins to coordinate with Councilmember Lambert	
C3	Develop a draft preferred maintenance schedule (tasks and frequencies) for parks in Fall City with input from user groups	Pettersson to lead with input from Wilkins (soccer/baseball) and Moderow (equestrians)	

C4	Develop MOU with King County for following through with preferred park maintenance schedule	Pettersson to lead with input from Wilkins and Moderow. Coordinate with Don Harig of KC.	
C5	Determine if the 324th property, offered by the County, has a role in the future of the District	Wilkins to coordinate with Butch Lovelace, KC Parks, regarding status of FCMPD Comp Plan (See B3)	
C6	Determine if the former Wells Nursery parcel, available for purchase, has a role in the future of the District	Wilkins to coordinate with parcel owners regarding development status of FCMPD Comp Plan (See B3)	
C7	Work with the Snoqualmie Tribe, King County, and the community to assist with implementation of the Snoq. River natural area enhancement project and interpretive signage	Wilkins and Pettersson to coordinate with Snoqualmie Tribe representative	Moderow and Wilkins to meet to discuss Grants with Snoqualmie Tribe.
C8	Follow up on the FCCA proposal for Quigley Park Stage	Wilkins to follow up with FCCA and KC	
C9	Follow up on the Raging River Trail impeded access issue	Address only as part of FCMPD Comp Plan with consideration made to information received during 1/12/10 meeting	

D	External Coordination/Representative Committee Items	Who, What	When, Status
D1	Identify partnership opportunities with key groups: <ul style="list-style-type: none"> – King County – Snoqualmie Tribe – Snoqualmie Valley School District – Si View Metropolitan Park District (SVMPD) – Friends of Fall City Parks – Raging River Riders – Snoqualmie Valley Youth Soccer Association – Falls Little League – Fall City Community Association (FCCA) – Fall City Arts – Fall City Historical Society – Fall City Fish and Game Club – Partnership for Rural King County (PRKC) – King Conservation District – Cascade Bicycle Club – Mountains to Sound Greenway – Cascade Land Conservancy – Trust For Public Land 	Wilkins	

D2	Identify issues associated with sponsoring grants for after school program at FCES run by SVMPD	Wilkins to coordinate with Ryan at SVMPD	Wilkins reported \$2,300 would be required and would not be due until later in the year for participation in next school year. Schneider suggests waiting until Comp. Plan is complete and that SVMPD should also give a presentation to FCCA to gauge their interest.
D3	Identify other funding possibilities such as charitable contributions and estate planning donations to the District	Wilkins and Harris to add donation option pages to website	

E	Other Items	Who, What	When, Status
E1	Increase public awareness and participation at meetings	Schneider, prior to conclusion of Regular Meetings, Board to identify a few items to include in next issue of <i>FC Neighbors</i>	
E2	Define and establish a strong visual presence and marketing, and identify needed community outreach tasks.	Board, development status of FCMPD Comp Plan	
E3	Create a FCMPD logo	Wilkins and Pettersson to evaluate and coordinate logo design contest with Fall City Arts	

E4	<p>Determine FCMPD participation level and role with:</p> <ul style="list-style-type: none"> ➤ Parks Appreciation Day (April 24th) ➤ Greenway Days/Fall City Days (June 19th) ➤ Education Day (agricultural)? ➤ River Clean Up Day (August or September) 	<p>Hold off on two possible events until FCMPD has resources to do them well</p> <p>Moderow to coordinate FC Days booth with Judy Dix and PRKC</p> <p>Wilkins to investigate feasibility of sponsoring Clean Up event</p>	
E5	Identify workload associated with District functions and the potential roles of volunteers or hired staff to carry out basic functions of the District.	See A6	
E6	Incorporate volunteers to assist with park district functions and/or hire staff to assist with various tasks	See A6	
E7	Identify future fund raising opportunities through park user fees, rentals, special events, donations, sponsorships grants	See B3 and D3	
E8	Identify specific public grant application opportunities	Harris	Harris to attend (RCO) state grant application workshop (2/26)
E9	Address issue of commissioner compensation	Table for now	
E10	<p>Determine whether to contract with consultants to assist with the development of any of the following:</p> <ol style="list-style-type: none"> I. Community survey II. Comprehensive plan III. Logo design 	<p>Consider Committee Chair or Task Lead recommendations</p> <ol style="list-style-type: none"> I. Moderow (B2) II. Wilkins (B3) III. Wilkins/Petters son (E3) 	

8. New Business

None.

10. Adjourn

The next regular meeting of the Board of Commissioners of Fall City Metropolitan Park District of King County, Washington, will be held at the Fall City King County Library, on Tuesday, February 23, 2010, at the Fall City King County Library, 33415 42nd Place SE, Fall City, Washington, at 7:00 p.m.

Upon motion duly made and seconded, the meeting was adjourned at 8:58 p.m.

President and Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner