

Regular Meeting

5:00 PM, November 5, 2025

North Annex Building 219 East Park Street, North Bend, WA 98045

Teams Meeting Information: Meeting ID: 275 201 271 885 5 | Passcode: AB9bY9k5



DISTRICT MISSION: to work in partnership with the Community to preserve historic Si View Park and provide opportunities to enhance the quality of life through the facilitation of recreation programs and parks in the Snoqualmie Valley.

FINAL

AGENDA ITEMS

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT AGENDA
 - A. **Minutes:** October 15, 2025 regular meeting
 - B. **October 1-15, 2025 Payroll:** \$67,959.40 payroll (Direct Deposit); \$20,228.43 payroll taxes; \$8,599.76 PERS retirement; \$152.04 life insurance; \$286.31 LTD; \$2,315.67 ICMA 457; \$370.02 HRA-VEBA
 - C. **Blanket Vouchers:** #873 & #874
 - D. **Electronic Payment:** \$14,980.45
6. NEW BUSINESS
 - A. **Approve Proposal from Esherick Homsey Dodge and Davis to Update the Community Pool Schematic Design and Provide a New Cost Estimate in the Amount of \$23,050.00**
 - B. **Resolution 2025-05. Adopting 2026 Compensation and Benefit Plan**
 - C. **Review 2026 Budget Draft**
7. OLD BUSINESS - none
8. COMMITTEE AND STAFF REPORTS
 - A. **Finance**
9. MEETING ANNOUNCEMENTS AND REMINDERS
 - A. **RSVP deadline, for the SVGA meeting below**
 - B. **Regular Meeting**
 - C. **Snoqualmie Valley Government Association Meeting**
 - D. **Regular Meeting**
 - E. **Board Holiday Gathering**
 - F. **Regular Meeting**

	November 12th
	November 19, 2025 at 5:00 pm
	November 19, 2025 at 6:30/7 pm
	December 3, 2025 at 5:00 pm
	<u>December 3, 2025 at 5:15 pm</u>
	December 16 ---- TBD
10. AGENDA ITEMS FOR NEXT MEETING
11. ADJOURN

**AGENDA ITEM NO 5A
Consent Agenda**

To: Board of Commissioners
From: Melissa Pasley, Administrative Support Specialist
Date: November 5, 2025
Subject: October 15, 2025 Action Minutes

5:00 PM – CALLED MEETING TO ORDER

Commissioners Attending: Joselyn, Kelly, Noble & Raisio

Excused Tardiness: Noonan arrived at 5:02 pm

Staff Attending: Travis Stombaugh Executive Director, Kyle Braun Operations Manager, Minna Rudd Recreation Manager, Scott Loos Finance & HR Manager and Melissa Pasley Administrative Support Specialist

APPROVAL OF AGENDA

APPROVED AS PRESENTED 4-0

Noble **MOTIONED**

Raisio **SECONDED**

PUBLIC COMMENT: none

CONSENT AGENDA

APPROVED AS PRESENTED 4-0

Minutes: October 1, 2025 regular meeting

September 16-30, 2025 Payroll: \$70,891.80 payroll (Direct Deposit); \$21,371.29 payroll taxes; \$8,745.56 PERS retirement; \$132.86 life insurance; \$273.62 LTD; \$2,315.67 ICMA 457; \$370.02 HRA-VEBA

Blanket Voucher: #872

Raisio **MOTIONED**

Noble **SECONDED**

COMMITTEE AND STAFF REPORTS

Recreation discussion: farmers market

Operations discussion: capital project updates

MEETING ANNOUNCEMENTS AND REMINDERS

Administrative Committee Meeting

Regular Meeting

Regular Meeting

October 22, 2025 at 4:30 pm

November 5, 2025 at 5:00 pm

November 19, 2025 at 5:00 pm

AGENDA ITEMS FOR FUTURE MEETING: none mentioned

5:20 PM – ADJOURNMENT

Noble **MOTIONED**

Raisio **SECONDED**

APPROVED AS PRESENTED 5-0

Meeting Minutes prepared by Melissa Pasley, Administrative Support Specialist

SI VIEW METROPOLITAN PARK DISTRICT

ATTEST/AUTHENTICATED:

President _____

Commissioner _____

AGENDA ITEM NO 5B
Consent Agenda

To: Board of Commissioners
From: Scott Loos, Finance & HR Manager
Date: November 5, 2025
Subject: Payroll

October 1-15, 2025 Payroll:

\$67,959.40 payroll (Direct Deposit); \$20,228.43 payroll taxes; \$8,599.76 PERS retirement; \$152.04 life insurance; \$286.31 LTD; \$2,315.67 ICMA 457; \$370.02 HRA-VEBA

AGENDA ITEM NO 5C & 5D
Consent Agenda

To: Board of Commissioners
From: Scott Loos, Finance & HR Manager
Date: November 5, 2025
Subject: Blanket Vouchers & Electronic Payment

Blanket Voucher No. 873

in the amount of \$299,255.91. Checks are scheduled to arrive on 10/29/25 and will be distributed.

- \$196,503.69 is a construction progress payment for the trail extension and maintenance shop project
- \$72,134.41 is a capital expense for the Boxley Creek bridge repair project.

Blanket Voucher No. 874

in the amount of \$39,500.37. Checks are scheduled to arrive on 11/05/25 and will be distributed.

Electronic Payment

- Credit Card accounts in the amount of \$14,980.45

AGENDA ITEM NO 6A
New Business

To: Board of Commissioners

From: Travis Stombaugh, Executive Director

Date: November 5, 2025

Subject: Approve Proposal from Esherick Homsey Dodge and Davis to Update the Community Pool Schematic Design and Provide a New Cost Estimate in the Amount of \$23,050.00

Summary of Item:

See attached proposal from Escherick Homsey Dodge and Davis (EHDD).

The need for a new pool has been consistently voiced by the community for over a decade. A 2019 feasibility study, based on extensive public input, recommends a facility designed to serve all ages and abilities from recreation to competition. The 2024 statistically valid community survey reaffirmed this need, identifying a new community pool as the highest priority investment.

A regional aquatics facility requires regional collaboration. In 2024, the Snoqualmie Valley Aquatics Collaborative (SVAC) was formed as an advisory body to the Si View Board of Commissioners. SVAC includes representatives from municipalities, government agencies, community groups and nonprofits – collectively representing 40,000 residents. In 2025, SVAC conducted a comprehensive review of project history, feasibility data, past elections and community feedback and submitted a recommendation to the Board of Commissioners in September of this year.

The SVAC recommendation reaffirmed the desire of a new community pool and to move forward with a proposal in one phase rather than in two phases. Previous proposals had the District building a recreation pool and then at a later date would build a competitive pool in a second phase.

Staff Recommendation:

The previous schematic design was done with the idea of building the pool in two phases, and the ability to operate the two phases independently of each other until fully constructed. This approach included necessary duplications, or redundancies, that may not be necessary if built all at the same time. In order to move the project forward, assess financial feasibility and to create a financial plan, a modification to the Building Information Model (BIM) will be necessary. The modification and subsequent cost estimate will provide an up-to-date cost estimate.

This is all data to help the Board of Commissioners make a defensible, educated decision using professional, real time information. If the Board recommends entertaining a new community pool, staff recommends approving as presented.

AGENDA ITEM NO 6B
New Business

To: Board of Commissioners
From: Scott Loos, Finance & HR Manager
Date: November 5, 2025
Subject: Resolution 2025-05. Adopting 2026 Compensation and Benefit Plan

Summary of Item:

The District's Compensation and Benefit Plan is a compilation of benefits provided to the employees by the District and sets the District Salary Scale for the next fiscal year.

The 2026 salary ranges incorporate a 2.7% cost-of-living adjustment (COLA) based on the first half 2025 Seattle-Tacoma-Bellevue Consumer Price Index. The state minimum wage will increase from \$16.66/hr. to \$17.13/hr. The net budget effect for the COLA is \$45,822 for the benefited staff. The budget impact of the part-time staff will largely be absorbed by the way we budget part-time labor. (We budget at base rates for all departments as if all programs will run). With the 2.7% COLA, our entry level positions will be approximately 6.54% above the state minimum wage, which should allow us to be somewhat competitive in the current labor market.

The 2026 benefits reflect the current benefits offered by the District. The District provides medical/dental/vision benefits through the AWC Employee Benefit Trust. Currently, the District has a maximum cap of \$2,100 on staff and dependent healthcare coverage. Any coverage costs in excess of the cap are paid by the employee through payroll deduction. The 2026 premium increase to the medical coverage is 8.7% and the increase to the dental coverage is 4.3%. Vision, LTD, Life and the Employee Assistance Program remain unchanged. The following chart outlines the additional expense to the District to either maintain or adjust the current cap.

The recommendation is to adjust the benefits cap to \$2,300 in order to provide the same level of employee benefit.

Benefits Cap	Additional Cost to the District
\$2,100 (Current)	\$11,692.08
\$2,300 (Proposed)	\$30,502.68 (+18,810.60 over current cap)

Staff Recommendation:

Approve as presented.

AGENDA ITEM NO 8A
Staff Report

To: Board of Commissioners

From: Scott Loos, Finance & HR Manager

Date: November 5, 2025

Subject: September 2025 Finance Summary Report

Fund and Cash Balances:

- September 2025 closed with \$2,133,111.52 in the General Fund; \$277,448.05 in the Revenue Stabilization Fund; \$22,158.54 in the Equipment Fund; \$32,768.89 in the Park Fund; \$650,577.94 in the Debt Service Fund; \$4,666.04 in the Si View Interior Debt Service Fund; \$2,798,473.62 in the Capital Projects Fund; and \$2,196.40 in the Gift Card Fund.
- Actual cash balance of \$5,921,401.00 in the King County Account.

Revenue vs. Expense:

- The general fund (excluding the effects of beginning and ending fund balances) is 65.6% of budgeted revenue and 65.4% of budgeted expense for the year. (Compared with 75% of the budget year).
- The overall net decrease (year-to-date) to beginning fund balance is (\$154,883.25).

Revenue Commentary:

- Property taxes received for the month were \$26,995.91 (General Fund) and \$12,266.14 (Si View/Tollgate Debt Service Fund).
- Total program and rental revenue for September was \$215,103.00.
- Programs exceeding budget include Community Center Activity Fees (123.9%), Youth (76.3%), Special Events (96.9%), Athletics (88.4%), Health and Wellness (82.5%), Community (140.9%) and Youth Sports (83.5%).
- Rental activity exceeding budget includes Meadowbrook (89.0%), Tollgate Park (97.9%), Torguson Park (146.0%) and South Fork Landing (88.9%).

Expense Commentary:

- (511) Commissioner Fees (88.6%). Includes some 2024 commissioner fees.
- (514) Miscellaneous – Dues/Fees (122.6%). \$429.00 vs \$350.00 budget.
- (518) General Government – Operating Supplies (74.4%). Includes general office supplies, annual tax forms and office water and cooler rental.
- (518) Professional Services – Computer Network Support (83.3%). Running over due to timing of payments and replacement for lost check.
- (518) Communications – Telephone (82.2%). Includes December 2024 telephone expense.
- (518) Communications – Internet (88.2%). Includes early termination fee for cancellation of service at SFL.
- (518) Communications – Internet – Meadowbrook (80.5%). Over due to timing of payments.
- (518) Insurance – General Liability (100.0%). Reflects full payment of 2025 AWC RMSA insurance assessment.
- (518) Public Utility Services – Water/Sewer/Storm/Flood (82.3%). Over due to higher summer usage.
- (518) Public Utility Services – Electric (86.7%). Over due to higher usage.
- (518) Public Utility Services – Natural Gas – Meadowbrook (147.4%). Over due to higher usage.
- (518) Maintenance- District Vehicles (68.2%). Ongoing vehicle maintenance.

- (518) Security Monitoring – Meadowbrook (111.0%). Over due to price increase on annual contract.
- (594) Computer Hardware and Software (79.6%). September included annual renewal of Microsoft software licenses.
- (519) Miscellaneous Dues and Fees (110.3%). Includes payment of 2025 AWC membership assessments, NRPA agency dues and background check fees. Also includes KC noxious weed, King CD, and SWM payments.
- (519) Credit Card Fees (90.4%). Running over due to increased transaction volume.
- (519) Ad Valorem Refunds (116.1%). Trending over due to higher taxpayer refunds.
- (519) King County – Cash Management Fee (76.1%). Over due to higher balances.
- (558) Comp Plan Amendments/Updates (88.2%). Over due to timing of project payments.
- (574) Salaries & Wages – Seasonal – Youth (90.0%). Over due to seasonal summer camp staff usage.
- (574) Salaries & Wages – Seasonal – Special Events (88.0%). Over due to seasonal staff usage for the farmers' market.
- (574) Salaries & Wages – Seasonal – Community (110.0%). \$2,326.46 vs. \$2,114.60 budget. Includes seasonal staff for community programming.
- (574) Benefits – Youth (95.3%). Over due to DRS employee pension contributions.
- (574) Benefits – Community (85.2%). \$443.68 vs. \$521.01 budget.
- (574) Supplies – Community (76.8%). \$457.08 vs. \$595.00 budget.
- (574) Fuel – Transportation (172.4%). Includes gas usage for summer camp vans.
- (574) Small Tools & Equipment – Special Events (134.6%). \$3,230.93 vs. \$2,400.00 budget. Includes farmer's market and other event equipment.
- (574) Professional Services – Special Events (78.0%). Includes summer concert performers.
- (574) Professional Services – Athletics (80.1%). Includes instructor payments for summer sports programs and referees/umpires.
- (574) Professional Services – Community (117.8%). Includes instructor payments for community programs.
- (574) Professional Services – Youth Sports (93.2%). Includes instructor payments for summer sports camps.
- (574) Advertising – Special Events (91.1%) is over due to seasonal ad placements.
- (574) Rentals – Youth (117.4%). Includes facility usage for school district enrichment programs.
- (574) Rentals – Youth Sports (94.5%). Includes revenue share payments for sports programs held at SVSD facilities.
- (574) Other – Youth (123.3%). Includes entertainer and field trip expenses for youth programs.
- (574) Other – Special Events (154.5%). Includes SNAP/EBT reimbursements for farmer's market vendors.
- (575) Salaries & Wages – Seasonal – Si View (101.6%). Over due to rental activity and community center coverage.
- (575) Benefits – Seasonal – Si View (110.3%). Includes payment of Q4 2024 payroll taxes.
- (575) Small Tools & Equipment – Meadowbrook (119.7%). Includes the purchase of door mats for the interpretive center.
- (575) Professional Services – South Fork Maintenance (83.1%). Over due to timing of payments.
- (575) Repairs & Maintenance – Facilities – Si View (116.2%). Includes general maintenance expenses for the community center and other campus buildings.
- (575) Repairs & Maintenance – Facilities – Meadowbrook. Includes purchase of roof snow guards and replacement/installation doors.
- (576) Salaries & Wages – Seasonal – Aquatics (89.9%). Over due to increased staff usage.
- (576) Benefits – Seasonal – Aquatics (112.7%). Over due to DRS employee pension contributions and increased staff usage.
- (576) Operating Supplies – Aquatics (95.4%). Includes general supply purchases.

- (576) Operating Small Tools & Equipment (166.3%). Includes purchase of ADA handrail and swim platforms.
- (576) Travel (223.9%). Includes AOAP conference and WSIT training travel.
- (576) Repairs & Maintenance – Pool (96.9%). Over due to maintenance closure expenses.
- (576) Miscellaneous Dues/Fees (80.5%). Includes Red Cross certification fees.
- (576) Operating Supplies – Parks (124.1%). Includes general park maintenance supplies attributed to Si View.
- (576) Operating Supplies – Tollgate (153.0%). Includes janitorial supplies and general park maintenance supplies.
- (576) Operating Supplies – Torguson (94.8%). Includes janitorial supplies and general park maintenance supplies.
- (576) Park Maintenance Fuel (77.9%). Includes fuel for maintenance vehicles and equipment.
- (576) Small Tools & Equipment – Si View (137.0%). Includes maintenance equipment purchases.
- (576) Small Tools & Equipment – South Fork Landing (104.9%). \$776.29 vs. \$740.00 budget.
- (576) Repairs & Maintenance – Si View (109.1%). Includes ongoing maintenance as well as mirror replacement in the social room.
- (576) Repairs & Maintenance – Tollgate (93.6%). Includes park and equipment maintenance.
- (576) Repairs & Maintenance – Torguson (169.8%). Includes park and equipment maintenance.
- (576) Repairs & Maintenance – South Fork Landing (383.7%). Included general maintenance and replacement of hot water heater.
- (576) Repairs & Maintenance – Meadowbrook (118.9%). Includes park and equipment maintenance.