

Regular Meeting

5:00 PM, January 7, 2026

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

Teams Meeting Information: Meeting ID: 293 475 718 705 62 | Passcode: ih6Hy7vN



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:** December 3, 2025 regular meeting
 - B. **November 16-30, 2025 Payroll:** \$69,711.64 payroll (Direct Deposit); \$20,497.13 payroll taxes; \$8,865.60 PERS retirement; \$142.54 life insurance; \$286.03 LTD; \$2,485.67 ICMA 457; \$423.34 HRA-VEBA
 - C. **December 1-15, 2025 Payroll:** \$66,470.75 payroll (Direct Deposit); \$18,751.03 payroll taxes; \$8,554.01 PERS retirement; \$142.36 life insurance; \$285.93 LTD; \$2,485.67 ICMA 457; \$3,310.50 HRA-VEBA
 - D. **December 16-31, 2025 Payroll:** \$61,791.23 payroll (Direct Deposit); \$18,460.78 payroll taxes; \$8,299.23 PERS retirement; \$142.54 life insurance; \$286.03 LTD; \$2,485.67 ICMA 457; \$423.34 HRA-VEBA
 - E. **Blanket Vouchers:** #878, #879 & #880
6. NEW BUSINESS
 - A. **Appoint a New President, Clerk of the Board and Select Committee Assignments for 2026 Calendar Year**
 - B. **Approve Proposal from Helix Design Group for Additional Construction Administration Services for the Si View Admin Building in the amount of \$15,615**
 - C. **Accept Bid for Torguson Park Batting Cages from Reaper Construction Inc. in the Amount of \$193,107.00**
7. OLD BUSINESS - none
8. COMMITTEE AND STAFF REPORTS – none
9. MEETING ANNOUNCEMENTS AND REMINDERS
 - A. **Regular Meeting** **January 21, 2026 at 5:00 pm**
 - B. **Snoqualmie Valley Government Association meeting** **January 28, 2026 at 6:30/7 pm**
 - C. **Regular Meeting** **February 4, 2026 at 5:00 pm**
 - D. **Regular Meeting** **February 18, 2026 at 5:00 pm**
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: January 7, 2026
Subject: December 3, 2025 Action Minutes

5:03 PM – CALLED MEETING TO ORDER

Commissioners Attending: Joselyn, Kelly, Leen, Noonan & Raisio
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 5-0

Leen **MOTIONED**

Kelly **SECONDED**

PUBLIC COMMENT: none

PRESENTATION: none

CONSENT AGENDA

APPROVED AS PRESENTED 5-0

Minutes: November 19, 2025 regular meeting

November 1-15, 2025 Payroll: \$68,169.97 payroll (Direct Deposit); \$19,994.52 payroll taxes; \$8,514.80 PERS retirement; \$142.36 life insurance; \$286.31 LTD; \$2,415.67 ICMA 457; \$370.02 HRA-VEBA

Blanket Voucher: #877

Electronic Payments: \$824.29 & \$9,793.28

Fund Transfer: \$650,000.00 from the General Fund (001) to the Capital Projects Fund (300) with an effective date of 12/01/25. This is a budgeted transfer.

Fund Transfer: \$65,265.65 from the General Fund (001) to the Community Center Interior Debt Service Fund (202) with an effective date of 11/28/25. This is a budgeted transfer.

Fund Transfer: \$20,000.00 from the General Fund (001) to the Equipment Fund (003) with an effective date of 12/01/25. This is a budgeted transfer.

Fund Transfer: \$20,000.00 from the General Fund (001) to the Park Fund (108) with an effective date of 12/01/25. This is a budgeted transfer.

MissionSquare 457(b) Retirement Plan Changes

Finance Report

Leen **MOTIONED**

Raisio **SECONDED**

MEETING ANNOUNCEMENTS AND REMINDERS

Board Holiday Gathering

Regular Meeting - CANCELLED

Regular Meeting

Regular Meeting

Snoqualmie Valley Government Association meeting

December 3, 2025 at 5:15 pm

December 16

January 7, 2025 at 5:00 pm

January 21, 2025 at 5:00 pm

January 28, 2026 at 6:30/7 pm

The Board conveyed its appreciation for Joselyn’s longstanding contributions and extended a warm welcome to Leen as the newest member of the Board of Commissioners.

AGENDA ITEMS FOR FUTURE MEETING: none mentioned

**5:15 PM – ADJOURNMENT Kelly MOTIONED
APPROVED AS PRESENTED 5-0**

Noonan SECONDED

Meeting Minutes prepared by Melissa Pasley, Administrative Support Specialist

SI VIEW METROPOLITAN PARK DISTRICT

ATTEST/AUTHENTICATED:

President _____

Commissioner _____

AGENDA ITEM NO 5B – 5D
Consent Agenda

To: Board of Commissioners

From: Scott Loos, Finance & HR Manager

Date: January 7, 2026

Subject: Payroll

November 16-30, 2025 Payroll:

\$69,711.64 payroll (Direct Deposit); \$20,497.13 payroll taxes; \$8,865.60 PERS retirement; \$142.54 life insurance; \$286.03 LTD; \$2,485.67 ICMA 457; \$423.34 HRA-VEBA

December 1-15, 2025 Payroll:

\$66,470.75 payroll (Direct Deposit); \$18,751.03 payroll taxes; \$8,554.01 PERS retirement; \$142.36 life insurance; \$285.93 LTD; \$2,485.67 ICMA 457; \$3,310.50 HRA-VEBA

December 16-31, 2025 Payroll:

\$61,791.23 payroll (Direct Deposit); \$18,460.78 payroll taxes; \$8,299.23 PERS retirement; \$142.54 life insurance; \$286.03 LTD; \$2,485.67 ICMA 457; \$423.34 HRA-VEBA

AGENDA ITEM NO 5E
Consent Agenda

To: Board of Commissioners

From: Scott Loos, Finance & HR Manager

Date: January 7, 2026

Subject: Blanket Vouchers

Blanket Voucher No. 878

in the amount of \$60,237.46. Checks are scheduled to arrive on 12/10/25 and will be distributed.

Blanket Voucher No. 879

in the amount of \$134,799.85. Checks are scheduled to arrive on 12/29/25 and will be distributed. Please note that this voucher includes a \$72,807.78 construction progress payment on the trail extension and maintenance shop project as well as a \$19,931.28 purchase of a batwing rotary mower for Meadowbrook Farm.

Blanket Voucher No. 880

in the amount of \$535,941.36. Checks are scheduled to arrive on 1/07/26 and will be distributed. Please note that this voucher includes a \$497,474.28 construction progress payment on the Si View Admin Building project as well as a \$17,584.40 payment for 2026 Springbrook software renewal.

AGENDA ITEM NO 6B
Consent Agenda

To: Board of Commissioners

From: Kyle Braun, Operations Manager

Date: January 7, 2026

Subject: Approve Proposal from Helix Design Group for Additional Construction Administration Services for the Si View Admin Building in the amount of \$15,615

Summary of Item:

See attached proposal from Helix Design Group for \$15,615

This proposal is for additional construction administration services needed for the admin building including architecture, geotechnical engineering, civil engineering, and landscape architecture to bring the project to completion and close out.

Staff Recommendation:

Staff recommends approving this proposal.

AGENDA ITEM NO 6C
New Business

To: Board of Commissioners

From: Kyle Braun, Operations Manager

Date: January 7, 2026

Subject: Accept Bid for Torguson Park Batting Cages from Reaper Construction Inc. in the Amount of \$193,107.00

Summary of Item:

The project was advertised for bid on November 27, 2025, with contractor solicitations issued through the Washington State MRSC Small Works Roster for firms qualified in this scope of work. A total of 45 contractors were contacted. Bids were opened on December 18, 2025, at 2:00 p.m. Five bids were received. Reaper Construction Inc. submitted the lowest responsible bid in the amount of \$193,107.00.

Project funding is primarily provided by the Snoqualmie Valley Little League, supplemented by a \$25,000 contribution from Si View MPD in lieu of 2025 sports field use fees, and an additional \$75,000 contribution from the City of North Bend.

Staff Recommendation:

Staff recommends approving as presented.