

Regular Meeting

5:00 PM, February 4, 2026

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

Teams Meeting Information: Meeting ID: 219 741 653 014 64 | Passcode: GE7xx9rA



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:** January 21, 2026 regular meeting
 - B. **Blanket Vouchers:** #883
 - C. **Electronic Payments:** \$984.00, \$983.87 & \$9,788.15
6. NEW BUSINESS - none
7. OLD BUSINESS - none
8. COMMITTEE AND STAFF REPORTS
 - A. **Finance**
9. MEETING ANNOUNCEMENTS AND REMINDERS
 - A. **Regular Meeting**
 - B. **Regular Meeting**
 - C. **Regular Meeting**
10. AGENDA ITEMS FOR NEXT MEETING
11. ADJOURN

February 18, 2026 at 5:00 pm
March 4, 2026 at 5:00 pm
March 18, 2026 at 5:00 pm

**AGENDA ITEM NO 5A
Consent Agenda**

To: Board of Commissioners
From: Melissa Pasley, Administrative Support Specialist
Date: February 4, 2026
Subject: January 21, 2026 Action Minutes

5:01 PM – CALLED MEETING TO ORDER

Commissioners Attending: Kelly, Leen, Noonan, Raisio & Swade
Staff Attending: Travis Stombaugh Executive Director, Kyle Braun Operations Manager, Scott Loos Finance & HR Manager, Bridget Verhei Aquatic Recreation Supervisor and Melissa Pasley Administrative Support Specialist

APPROVAL OF AGENDA

APPROVED AS PRESENTED 5-0

Raisio **MOTIONED** Leen **SECONDED**

PUBLIC COMMENT: none

PRESENTATION - Introduction of New Hire Josiah Stoddard

Verhei introduced Josiah Stoddard, Aquatic Recreation Coordinator to the board.

CONSENT AGENDA

APPROVED AS PRESENTED 5-0

Minutes: January 7, 2026 regular meeting
January 1-15, 2026 Payroll: \$65,209.39 payroll (Direct Deposit); \$19,650.47 payroll taxes; \$8,679.83 PERS retirement; \$142.36 life insurance; \$285.93 LTD; \$2,648.16 ICMA 457; \$423.30 HRA-VEBA
Blanket Vouchers: #881 & #882
Electronic Payment: \$10,770.33
December Recreation Report

Leen **MOTIONED** Raisio **SECONDED**

NEW BUSINESS

Approve Proposal from Pivotal Construction for COP #6 Admin Building Temporary Power in the Amount of \$28,247.15

Leen **MOTIONED** Noonan **SECONDED**

APPROVED AS PRESENTED 5-0

Accept Bid for Torguson Park Batting Cages from Reaper Construction Inc. in the Amount of \$177,000.00

Leen **MOTIONED** Raisio **SECONDED**
APPROVED AS PRESENTED 5-0

Approve Proposal from Kassel & Associates for COP #6 Maintenance Shop, Over Excavation, Import and Place Structural Fill Per Geotech Requirements in the Amount of \$84,727.00

Discussion: Leen inquired why this cost wasn't included. Braun responded that the quality of all soil onsite is unknown even when spot tests are done.

Leen **MOTIONED** Raisio **SECONDED**
APPROVED AS PRESENTED 5-0

Resolution 2026-01. A Resolution of the Si View Metropolitan Park District Naming the Newly Acquired Park "Riders Park"

Raisio **MOTIONED** Swade **SECONDED**
APPROVED AS PRESENTED 5-0

COMMITTEE AND STAFF REPORTS

Recreation Verhei provided sport, special interest and aquatic highlights from the January report.

Finance Loos furnished highlights from the November 2025 month end report.

Operations capital and ongoing projects.

MEETING ANNOUNCEMENTS AND REMINDERS

Snoqualmie Valley Government Association meeting

January 28, 2026 at 6:30/7 pm

Park Planning Open House (community center)

January 29, 2026 at 6:30 – 8 pm

Regular Meeting

February 4, 2026 at 5:00 pm

Regular Meeting

February 18, 2026 at 5:00 pm

AGENDA ITEMS FOR FUTURE MEETING: none mentioned

5:55 PM – ADJOURNMENT

Leen **MOTIONED** Noonan **SECONDED**
APPROVED AS PRESENTED 5-0

Meeting Minutes prepared by Melissa Pasley, Administrative Support Specialist

AGENDA ITEM NO 5B & 5C
Consent Agenda

To: Board of Commissioners

From: Scott Loos, Finance & HR Manager

Date: February 4, 2026

Subject: Blanket Vouchers & Electronic Payment

Blanket Voucher No. 883

in the amount of \$221,477.47. Checks are scheduled to arrive on 02/04/25 and will be distributed. Please note that this voucher includes a \$141,898.85 construction progress payment on the Si View Admin Building project.

Electronic Payment

- Verizon Wireless - \$984.00 (11/14 to 12/13)
- Verizon Wireless - \$983.87 (12/14 to 01/13)
- Credit Cards – \$9,788.15

AGENDA ITEM NO 8A
Staff Report

To: Board of Commissioners

From: Scott Loos, Finance & HR Manager

Date: February 4, 2026

Subject: 2025 Year End Finance Report Summary

Fund and Cash Balances:

- December 2025 closed with \$2,341,348.83 in the General Fund; \$280,224.96 in the Revenue Stabilization Fund; \$37,042.67 in the Equipment Fund; \$49,823.87 in the Park Fund; \$328,932.12 in the Debt Service Fund; \$39.74 in the Si View Interior Debt Service Fund; \$2,681,848.42 in the Capital Projects Fund; and \$2,230.31 in the Gift Card Fund.
- Actual cash balance of \$5,721,490.92 in the King County Account.

Revenue vs. Expense:

- The general fund (excluding the effects of beginning and ending fund balances) is at 101.9% of budgeted revenue and 96.7% of budgeted expense for the year.
- The overall net increase (year-to-date) to beginning fund balance is \$16,875.81.

Revenue Commentary:

- Property taxes received for the month were \$20,899.46 (General Fund) and \$9,437.21 (Si View/Tollgate Debt Service Fund).
- Total program and rental revenue for December was \$188,732.98.
- Programs exceeding budget include Community Center Activity Fees (195.6%), Special Events (115.8%), Athletics (101.5%), Health and Wellness (100.7%), Community (158.8%) and Youth Sports (107.0%).
- Rental activity exceeding budget includes Field (101.2%), Meadowbrook (102.3%), Tollgate Park (124.3%), Torguson Park (186.4%) and South Fork Landing (123.0%).

Expense Commentary:

- (511) Commissioner Fees (106.7%). Includes some 2024 commissioner fees.
- (511) Miscellaneous (133.0%). \$797.76 vs. \$600.00 budget.
- (514) Miscellaneous – Dues/Fees (122.6%). \$429.00 vs \$350.00 budget.
- (518) Professional Services – Computer Network Support (109.9%). Running over due to timing of payments and the state charging tax on IT services.
- (518) Communications – Internet (115.5%). Includes early termination fee for cancellation of service at SFL.
- (518) Public Utility Services – Water/Sewer/Storm/Flood (109.5%). Over due to higher summer usage.
- (518) Public Utility Services – Electric (119.1%). Over due to higher usage.
- (518) Public Utility Services – Natural Gas – Meadowbrook (191.5%). Over due to higher usage.
- (518) Security Monitoring (107.1%). \$642.60 vs. \$600.00 budget.
- (518) Security Monitoring – Meadowbrook (111.0%). Over due to price increase on annual contract.
- (519) Miscellaneous Dues and Fees (120.9%). 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 (117.4%). Running over due to increased transaction volume.
- (519) Ad Valorem Refunds (134.9%). Trending over due to higher taxpayer refunds.
- (519) King County – Cash Management Fee (103.7%). Over due to higher balances.
- (574) Salaries & Wages – Seasonal – Youth (108.4%). Over due to seasonal summer camp staff usage.
- (574) Salaries & Wages – Seasonal – Community (202.3%). Includes seasonal staff for community programming.
- (574) Benefits – Youth (132.8%). Over due to DRS employee pension contributions.
- (574) Benefits – Community (115.0%). \$598.95 vs. \$521.01 budget.
- (574) Supplies – Special Events (107.4%). Includes supplies for farmer’s market and holiday events.
- (574) Supplies – Community (107.7%). Includes supplies for community-based programs.
- (574) Fuel – Transportation (179.3%). Includes gas usage for summer camp vans.
- (574) Small Tools & Equipment – Special Events (166.3%). Includes farmer’s market and other event equipment.
- (574) Professional Services – Community (140.6%). Includes instructor payments for community bases programs.
- (574) Professional Services – Youth Sports (118.0%). Includes instructor payments for youth sports camps as well as youth basketball referee fees.
- (574) Rentals – Youth (117.4%). Includes facility usage for school district enrichment programs.
- (574) Other – Youth (125.5%). 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 (144.3%). Over due to rental activity and community center coverage.
- (575) Salaries & Wages – Seasonal – Meadowbrook (100.9%). Over due to increased rental activity.
- (575) Benefits – Seasonal – Si View (157.1%). Includes payment of Q4 2024 payroll taxes.
- (575) Small Tools & Equipment – Meadowbrook (141.6%). Includes the purchase of door mats for the interpretive center.
- (575) Repairs & Maintenance – Facilities – Si View (150.5%). Includes general maintenance expenses for the community center and other campus buildings.
- (575) Repairs & Maintenance – Facilities – Meadowbrook (132.9%). Includes purchase of roof snow guards and replacement/installation doors.
- (576) Salaries & Wages – Seasonal – Aquatics (118.9%). Over due to increased staff usage.
- (576) Benefits – Seasonal – Aquatics (144.8%). Over due to DRS employee pension contributions and increased staff usage.
- (576) Operating Supplies – Aquatics (104.9%). Includes general supply purchases.
- (576) Operating Small Tools & Equipment (175.1%). Includes purchase of ADA handrail and swim platforms.
- (576) Travel (260.6%). Includes AOAP conference and WSIT training travel.
- (576) Salaries & Wages – Seasonal – Parks (109.6%). Includes summer seasonal staff wages.
- (576) Operating Supplies – Parks (128.0%). Includes general park maintenance supplies attributed to Si View.
- (576) Operating Supplies – Tollgate (185.6%). Includes janitorial supplies and general park maintenance supplies.
- (576) Operating Supplies – Torguson (103.2%). Includes janitorial supplies and general park maintenance supplies.
- (576) Park Maintenance Fuel (102.6%). Includes fuel for maintenance vehicles and equipment.
- (576) Small Tools & Equipment – Si View (140.6%). Includes maintenance equipment purchases.
- (576) Small Tools & Equipment – South Fork Landing (106.1%). \$785.00 vs. \$740.00 budget.

- (576) Repairs & Maintenance – Si View (124.8%). Includes ongoing maintenance as well as mirror replacement in the social room.
- (576) Repairs & Maintenance – Tollgate (138.4%). Includes park and equipment maintenance.
- (576) Repairs & Maintenance – Torguson (200.2%). Includes park and equipment maintenance.
- (576) Repairs & Maintenance – South Fork Landing (425.3%). Included general maintenance and replacement of hot water heater.
- (576) Repairs & Maintenance – Meadowbrook (142.9%). Includes park and equipment maintenance.