

**Minutes of the North Bend Parks Commission Meeting of January 26, 2011**  
**Minutes are draft until approved at the following Parks Commission Meeting.**

**Attendance:**

- Parks Commissioners in attendance: Yvonne Dalke (Chair), Eric Thompson, Phil Lacefield, John Fredenburg, and Karen Wallace.
- Parks Commissioners absent: Phil Lacefield (notified ahead), Hannah Johanson (notified ahead), and Chris Moore.
- Staff in attendance: Mike McCarty, Senior Planner
- Guests: Bill Dunlap and Jim Westlake

The meeting was called to order at 6:00.

**Minutes of the December 9, 2010 Parks Commission Meetings**

Eric Thompson provided a motion, seconded by John Fredenburg, to approve the December 9, 2010 meeting minutes. The motion passed unanimously.

**Byron Moore Subdivision Park Plans**

Mike McCarty introduced guests Bill Dunlap, from Concept Engineering, and Jim Westlake, property owner/developer, who were attending to present the park plans for the Byron Moore Subdivision. Mr. Dunlap described the proposed park improvements to the Parks Commission and answered questions of the Parks Commissioners. Mike presented the findings and conditions of the staff report, stating that the proposal was consistent with the park and open space requirements in North Bend Municipal Code Chapter 17.25, but recommending that the multi-sports court be relocated from Tract A into Tract C. The reason for this was to better spread out the active uses and make additional room for striping for a soccer field in Tract C. Mike also described a staff recommendation that Tract A be dedicated and conveyed to the City to serve as a public park, given the high usability of this area for a junior soccer field and the potential of this area to serve as a continuation of EJ Roberts Park. Jim Westlake expressed concerns that if the park were public, that loud events such as concerts not be scheduled there that could disrupt the adjacent residents. Mike stated that the City could include conditions regarding the use of the park in the preliminary plat approval staff report. John Fredenburg provided a motion to recommend approval of the Byron Moore Park Plans with the conditions presented in the staff report, and adding a condition that Tract A be dedicated and conveyed to the City, for the reasons stated above. Karen Wallace seconded the motion, which passed unanimously.

**Parks Commission Support for Urban Forestry Assistance Grant**

Mike presented a grant application and draft Parks Commission letter of support that he prepared to the Department of Natural Resources for an Urban Forestry Assistance Grant. The grant would fund the preparation of a public street and park tree inventory and the development of an Urban Forestry Master Plan. Mike described the Parks Commission's role as the Tree Board in preparing the Urban Forestry Master Plan, which would include assisting in developing a vision statement for the City's urban forest, and developing policies regarding planning and care of public trees and recognition of National Arbor day and volunteer planting activities. The Parks Commission expressed support to the proposal. Yvonne Dalke provided a motion, seconded by Eric Thompson, to approve of the Parks Commission letter of support to accompany the grant application. The motion passed unanimously.

**EJ Roberts Park Adoption Maintenance Activities**

Mike and the Parks Commission discussed maintenance activities for EJ Roberts Park, following the Parks Commission's adoption of a portion of the park through the recently approved Adopt-a-Park or Trail Plan. Mike described possible maintenance and beautification activities throughout the year that were suggested by Parks Lead Mark Pray. These included cleanup of branches and leaves during the winter, cutting and clearing blackberries around the tennis courts and trail in the winter and spring, weeding and planting of the two flowerbeds during the spring, repainting the benches and playground structures in the summer, and leaf cleanup in key areas during the fall. The Parks Commission concurred with these activities. The Parks Commission scheduled their first maintenance event for February 26, from 9am – 12pm, which would include grounds pick up (principally branches and sticks) and blackberry clearing. Mike stated that he would contact the local media about the event for a possible story to promote the Adopt-a-Park or Trail program to the larger community.

**Annual Report of Park Impact Fee Revenue**

Mike presented a report detailing collection and expenditures of Park Impact Fee revenues in 2010 for the information to the Parks Commission. Mike stated that at an upcoming meeting, he would seek a recommendation by the Parks Commission for use of Park Impact Fee revenue in 2011, which would need to be consistent with projects on the Parks Capital Facilities Plan.

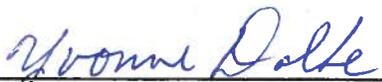
**Presentation of Parks Commission 2010 Annual Report**

Mike discussed presentation of the Parks Commission 2010 Annual Report and 2011 Work Program to the City Council at the February 1 Council meeting. Mike asked the Parks Commissioners to attend to provide an opportunity for face-to-face contact and dialogue with the Council. Yvonne agreed to introduce the Parks Commissioners present and give a summary of the annual report. Mike would then present a summary of the proposed 2011 work program and seek any feedback or direction from the Council for this work program.

**Adjournment** - The Meeting adjourned at 7:25.

**Next Meeting** - The next meeting of the Parks Commission is scheduled for Wednesday, February 23 at 6pm.

**Approval of Parks Commission Minutes:**

  
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Yvonne Dalke, Parks Commission Chair

  
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Mike McCarty, Senior Planner

Minutes prepared by Mike McCarty