

NORTH BEND PARKS COMMISSION MEETING

January 25, 2023, 6:30pm

North Bend City Hall

920 SE Cedar Falls Way, North Bend, WA

PLEASE NOTE: This meeting will be held in-person at City Hall, 920 SE Cedar Falls Way, North Bend, WA.

A Zoom meeting link may be set up, upon request, should a member of the public or Parks Commission wish to attend remotely. Contact Senior Planner Mike McCarty at mmccarty@northbendwa.gov to request a Zoom link to attend the meeting remotely.

AGENDA:

1. 6:30 Call to order, opportunity for public comments
2. Minutes of November 30, 2022 and January 9, 2023 Parks Commission meetings
3. Draft 2022 Annual Parks Commission Report to City Council and draft 2023 Work Plan
 - a. Parks Commission review of draft – amendments or revisions?
 - b. Presentation by Parks Commission chair to City Council at February 7 or 21, 2023 Council meeting.
4. Draft Parks Element next steps:
 - a. Joint meeting with the Planning Commission on the Parks Element February 1, 2023.
 - b. Public Hearing before a joint meeting of the Parks Commission and Parks Commission February 15, 2023. Parks Commissioners available??? (In place of regular February 22 meeting time.)
 - c. February 15 or March 1, 2023 – Deliberation and joint Recommendation of Parks Commission and Planning Commission.
 - d. March 21, 2023 – Community and Economic Development Council Committee review of joint recommendation.
 - e. April 2023 – Council Workstudy on Parks Element Updates (depending on Council Committee preference)
 - f. April or May 2023 – Resolution for Council approval of Parks Element (adoption when rest of Comp Plan is ready via later Ordinance in 2024).

Agenda sent to: Parks Commissioners, Mayor, City Administrator, City Clerk, CED Director, Senior Planner, Public Works Parks Lead

Minutes of the North Bend Parks Commission Meeting and Public Workshop of November 30, 2022

Minutes are draft until approved at the following Parks Commission Meeting

The meeting and public workshop, held in person at North Bend City Hall, was called to order at 6:30 p.m. The meeting was also held electronically via Zoom, with members of the public joining electronically.

Attendance:

- Parks Commissioners in attendance: Minna Rudd, Tim Talevich, Kyle Braun, Eric Thompson, Mark Correia, and Brian Duncan
- Staff in attendance: Senior Planner Mike McCarty, Communications Manager Bre Keveren, Human Resource Assistant Erin Mitchell, CED Director Rebecca Deming (joined electronically).

Parks Workshop

Senior Planner Mike McCarty presented a powerpoint presentation on the update to the Parks Element of the Comprehensive Plan. In addition to the presentation, display boards on various planned park improvements were posted around the room for presenting information to the public. Information presented included public outreach conducted and input received to date, results of the 2022 City of North Bend Parks Survey and 2021 Si View Parks Survey, amendments proposed to the Parks Element in response to public input and the survey feedback, and a summary of park projects currently in progress and proposed on the Parks Capital Facilities Plan. Public input was received and considered by staff and the Parks Commission, and Mike McCarty and the Parks Commissioners addressed questions of the public in attendance.

Adjournment

The meeting and public workshop was adjourned at approximately 7:30 p.m.

Minutes prepared by Mike McCarty

Minutes of the North Bend Parks Commission Meeting and Public Workshop of January 9, 2023

Minutes are draft until approved at the following Parks Commission Meeting

The meeting and public workshop, held in person at the North Bend Train Depot, was called to order at 1:00 p.m. The meeting was also held electronically via Zoom, with members of the public joining electronically.

Attendance:

- Parks Commissioners in attendance: Minna Rudd, Tim Talevich, Kyle Braun, Mark Correia, and Brian Duncan.
- Of note, Parks Commissioners Tim Talevich and Eric Thompson attended the same workshop that was held on January 11 at 5:30pm. This second workshop did not contain a quorum of Parks Commissioners and was therefore not considered a Parks Commission meeting.
- Staff in attendance: Senior Planner Mike McCarty, Communications Manager Bre Keveren, CED Director Rebecca Deming.

Parks Workshop

An urban design firm the City has retained for developing site plans for William H. Taylor Park and Riverfront Park, Site Workshop, led the workshop. Mike McCarty provided an introduction of the background for the proposal and broader City park planning efforts. Site Workshop staff presented information on survey and site analysis work to-date on the parks and led round-table discussions for obtaining input from workshop participants about how they use each site, noteworthy features and stories relevant to the sites, concerns they have, and generating ideas for potential future use. The meeting was for gathering public input only, and no actions were taken by the Parks Commission.

Adjournment

The meeting and public workshop was adjourned at approximately 4:00 p.m.

Minutes prepared by Mike McCarty

PARKS COMMISSION 2022 SUMMARY REPORT AND 2023 TENTATIVE WORK PROGRAM

To: City Council
Date: January 27, 2023
From: Mike McCarty, Senior Planner, and Minna Rudd, Parks Commission Chair

City Council members,
As required per NBMC 2.24.120, *“the Parks Commission, at or before its first regular meeting in February of each year, shall make a full report, in writing, to the Council of its transactions and expenditures, if any, for the proceeding year, with such general recommendations as to matters covered by its prescribed duties and authority as may seem proper.”*

This report is provided to summarize the activities, accomplishments and expenditures of the Parks Commission in 2022 as well as to provide the tentative work program of the Parks Commission in 2023, seeking any feedback or additional direction from the Council on this work program.

2022 Expenditures:

The Parks Commission expended a total of \$9,775.30 in 2022 from the Small Park Improvement Budget. Purchases included dog waste bag dispensers for several parks, a bike rack for EJ Roberts Park, and 3 picnic tables at City Hall.

The Parks Commission had also recommended using approximately \$2,000 from the Small Park Improvement Budget for adding pickleball courts striping to the tennis courts at the EJ Roberts Park in response to Citizen requests for such. However this activity was not accomplished in the fall of 2022 due to weather, and will be planned by Public Works in 2023.

2022 Activities:

Community Parks Survey

City staff, together with review and input from the Parks Commission drafted a Community Parks Survey, and released that survey during the month of September. The purpose of the survey was to obtain community feedback on satisfaction with various park and trail amenities and facilities, and need for additional and new types of facilities, for informing the update to the Parks Element of the Comprehensive Plan. The survey received a total of 534 responses.

Parks Element Update

As required as a part of the major 2024 Comprehensive Plan Update, the Parks Commission provided review and deliberation on draft updates to Parks Element of Comprehensive Plan, including review of feedback from the 2022 Community Parks Survey and information from the Si View 2021 Resident Satisfaction Survey, review of policies, level of service standards, and updates to the parks Capital Facilities Plan reflecting completed and new proposed projects. Review on this will continue in the first quarter of 2023.

Parks Booth

The Parks Commission hosted a Parks Booth at the July 21 and September 1 North Bend Farmer's Markets, for providing outreach information on park planning, and obtaining public input for draft amendments to the Parks Element of the Comprehensive Plan.

Parks Workshop

City staff and the Parks Commission hosted a Parks Workshop on November 30 to present results from the City Parks Survey and planned amendments to the Parks Element of the Comprehensive Plan considered by the Parks Commission based on that feedback.

Review of William H. Taylor Park and Riverfront Park Planning Request for Qualifications

Parks Commission reviewed and provided feedback to staff on the draft Request for Qualifications seeking consultants for the site planning work for William H. Taylor Park and Riverfront Park. Work on these park plans will occur in 2023 from the City's selected consultant, Site Workshop.

Arbor Day Event

With help Parks Commissioners, staff and Mayor McFarland planned and held a community Arbor Day recognition on November 12, planting native trees and shrubs along the Middle Fork Snoqualmie River at the intersection of SE North Bend Way and SE Tanner Road, with the assistance of around 20 community volunteers.

Parks Memorial Bench Donation

Parks Commission made recommendations on a memorial bench being donated by an individual within Tollgate Farm Park, consistent with policies governing this in NBMC 12.08.

2023 Tentative Work Program:

At their January 25, 2023 meeting, staff and the Parks Commission considered several potential topics to address in the coming year. The Parks Commission recommended addressing the following topics in 2023 (pending available staff time) and seek any City Council feedback or additional direction regarding this tentative work program.

1. Providing review and recommendations on the development of site plans for William H. Taylor Park (including McClellan Street) and Riverfront Park in coordination with the City's consultant to the project, Site Workshop.
2. Completing review and recommendation, jointly with the Planning Commission, on the draft update to the Parks Element of the Comprehensive Plan – January through March.
3. Coordinate with Si View MPD on grand opening celebration for remodeled Tollgate Farmhouse and Farmstead project at Tollgate Farm Park – Spring.
4. Parks Commission picnic/retreat and annual park tour for planning and recommendation to staff and Council for use of park maintenance funds, and allocation of funds from Small Park Improvement budget – Spring.
5. Coordination with Public Works on park and trail-related improvements being planned in 2023 for 2024/2025 implementation including:
 - a. South Fork Snoqualmie River Levy setback and associated trail design.
 - b. Downtown to Tollgate Farm Shared Use Pathway.
 - c. Roundabout landscaping/feature plans for new Bendigo Boulevard / Mt. Si Boulevard intersection and associated shared-use pathway.
6. Park capital facilities planning and recommendation for use of Park Impact Fees, Park-related decision cards for 2024 budget – July.
7. Grand opening celebration for Dahlgren Family Park – Fall.
8. Tree Board and Arbor Day planning activities – October.
9. Park review for new developments – as they may come in.

The Parks Commission and staff wish to thank the City Council for consideration of the Parks Commission's recommendations, and appreciate your direction, feedback, and communication as we work collectively towards the planning and betterment of the City of North Bend's park and recreation resources. Please let us know any feedback you have in particular for the 2023 work program.

Minna Rudd, Parks Commission Chair



Mike McCarty, Senior Planner

Date _____

Date _____