

**NORTH BEND PARKS COMMISSION MEETING**  
**May 24, 2023, 6:00pm (special early meeting time)**

**Beginning at Gardiner Weeks Park (Senior Center parking lot) at 411 Main Ave. S**

**PLEASE NOTE:**

This is an in-person meeting only and online participation will not be available. As the meeting will be a tour on-site at various parks, the below locations include approximate times that the Parks Commission is anticipated to be at each particular location. To know specifically where the Parks Commission is meeting at any point in time during the meeting to be able to join the meeting in person, contact Principal Planner Mike McCarty at (425) 888-7649.

**AGENDA:**

1. 6:00 PM. Starting at Gardiner Weeks Park **(meeting at Parking Lot of Senior Center)**:
  - a. 6:00 Call to order, opportunity for public comments.
  - b. Minutes of April 19, 2023 joint Planning Commission and Parks Commission meeting
  - c. Update on Park Planning for William H. Taylor Park and Riverfront Park
    - i. Summary of site analysis and alternatives development by Site Workshop for each park
    - ii. Next public meetings to be scheduled soon for consideration of alternative concepts
2. Annual Park Tour –
  - a. purpose includes the following:
    - i. Review current conditions of park against previous maintenance recommendations to determine accomplishments, remaining, and new items. (See attached report from 2021 Parks Tour, with responses from Public Works on progress on certain items)
    - ii. Recommendations for maintenance tasks for use of annual and banked parks maintenance budget funds.
    - iii. Recommendations for future improvements (not just maintenance), updates to Capital Improvement Plan
    - iv. Ideas for Small Park Improvements Budget for 2023.
    - v. Ideas for Adopt-a-Park program project suggestions for volunteer groups.
    - vi. Consider park directional signage at and between parks, as requested by Parks Commission in 2023 work plan.
  - b. visit the following destinations:
    - i. **Gardiner Weeks Park – approximately 6:15, at the Senior Center Parking Lot**
      - Repairs/improvements since last tour and remaining or new items needed
      - Potential small scale site improvements for Museum or Senior Center?
      - Inquiry about long-term plans
      - Relationship to Riverfront Park improvements across street

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

- Ideas for adopt-a-park / volunteer projects?
- ii. **Si View neighborhood Park – approximately 6:45 at the park entrance at the intersection of SE 10<sup>th</sup> and Mountain View Boulevard.**
    - Repairs/improvements since last tour and remaining or new items needed
    - Potential location for future pickleball courts?
    - Ideas for adopt-a-park / volunteer projects?
  - iii. **EJ Roberts Park – approximately 7:15 at the bridge beside the playground**
    - Repairs/improvements since last tour and remaining or new items needed.
    - Striping of tennis courts to add pickleball court striping. Small park improvement fund?
    - Ideas for adopt-a-park / volunteer projects?
3. Closing items:
    - a. Consider whether Parks Commissioners wish to do second tour (next month?) to address parks we didn't visit at this meeting:
      - i. Torguson Park
      - ii. Tollgate Farm Park (recently completed farmstead improvements, Tollgate to Downtown trail)
      - iii. Dahlgren Family Park (about to break ground, potential dog park location)
      - iv. Park Directional signage locations?
      - v. Other locations to visit?
    - b. Parks Commissioner Youth Position
      - i. Thank you to Paige Robbins for your service, and best wishes with university!
      - ii. Seeking Youth Commissioner to fill term for 2023-2024 school year.
    - c. Oaktober celebration idea with private citizen as a part of Arbor Day this year? (See attached email).
  4. Adjournment, approximately 7:30PM
  5. Parks Commission BBQ at EJ Roberts Park
    - a. Mike McCarty will bring hamburgers and buns (including veggie burger option) and BBQ.
    - b. Parks Commissioners bring a side to share.

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

**JOINT MEETING OF THE  
NORTH BEND PLANNING COMMISSION AND THE NORTH BEND PARKS COMMISSION  
- ACTION MEETING MINUTES -  
Wednesday, April 19, 2023, 6:30 PM  
In Person & Virtual Online Meeting**

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

Members of the public may choose to attend in person or by teleconference. As the in-person/teleconference hybrid meeting option is new technology to City Staff it is strongly encouraged that members of the public that are attending by teleconference provide comments in advance of the meeting.

*Also, Please Note: A complete video recording of this meeting is available on the City of North Bend YouTube website, at [www.youtube.com](https://www.youtube.com) under: City of North Bend*

**AGENDA ITEM #1: CALL TO ORDER**

The meeting was called to order at 6:30 PM.

**ROLL CALL**

Planning Commissioners present: Brian Fitzgibbon, Olivia Moe, Juliano Pereira, Suzan Torguson (Chair), Hannah Thiel, and Errol Tremolada. Commissioner Boevers is absent.

Park Commissioners present: Tim Talevich, Eric Thompson, Brian Duncan, Paige Robbins, and Kyle Braun. Commissioner Correia and Commissioner Rudd are absent.

City Staff Present: Mike McCarty, Principal Planner; Rebecca Deming, Community & Economic Development Director.

**AGENDA ITEM #2: Opportunity for Public Comment**

No comments were offered.

**AGENDA ITEM #3: Approval of March 1, 2023 Planning Commission Meeting Minutes**

Commissioner Thiel made a Motion to Approve the February 15, 2023 Planning Commission Meeting Minutes. Commissioner Moe Seconded the Motion. The Motion was Approved 6-0.

**AGENDA ITEM #4: Approval of February 15, 2023 Planning and Parks Commission Meeting Minutes (Planning Commission already provided Approval at the March 1, 2023 Planning Commission Meeting)**

Commissioner Duncan made a Motion to Approve the February 15, 2023 Parks and Planning Commission Joint Meeting Minutes. Commissioner Talevich Seconded the Motion. The Motion was Approved 5-0.

**AGENDA ITEM #5: Updated Parks Element for the 2024 Comprehensive Plan Amendments**

**a) Staff Introduction**

Principal Planner Mike McCarty introduced amendments provided since the last joint meeting.

**b) Deliberation and possible recommendation – Parks Commission and Planning Commission**

Commissioners provided some minor corrections and edits that staff will incorporate.

For the Planning Commission: Commissioner Moe made a Motion to recommend to the City Council Approval of the updated Parks Element of the Comprehensive Plan for Adoption with the rest of the 2024 Comprehensive Plan Update. Commissioner Thiel Seconded the Motion. The Motion was Approved 6-0.

1 For the Parks Commission: Commissioner Braun made a Motion to recommend to the City Council Approval of  
2 the updated Parks Element of the Comprehensive Plan for Adoption with the rest of the 2024 Comprehensive Plan  
3 Update. Commissioner Thompson Seconded the Motion. The Motion was Approved 5-0.

4  
5 **AGENDA ITEM #6: Adjournment by 8:30 PM unless otherwise approved by the Commission**

6 The Meeting Adjourned at 7:00 PM.

7  
8 **NEXT PLANNING COMMISSION MEETING:** The next meeting of the Planning Commission will be on  
9 Wednesday, May 3, 2023.

10  
11 **NEXT PARKS COMMISSION MEETING:** The next meeting of the Parks Commission will be on  
12 Wednesday, May 24, 2023.

Responses by Public Works on 9/14/2021 in red after meeting with the PW Maintenance Division

The following list was compiled from Parks Commissioners during site visits to parks on May 22 and June 17, 2019, and subsequently on May 26 and June 30, 2021. This list serves as the basis for a Parks Maintenance Capital Improvement Plan, and should be reviewed annually by staff and the Parks Commission to update the list to address new needs and completed items.

## EJ Roberts Park

### Simple repairs:

- ✓ • Provide new woodchips in the swing/teeter totter area. **To be done in 2022**
- ✓ • Limb up trees near teeter totter and along the parking stalls on Thrasher Ave, which hang down quite low. **To be done in 2021**



- ✓ • Grind down or remove cut stumps of previous holly trees cut down in 2021 near the north bridge, and apply herbicide to prevent regrowth. **To be done in 2021**
- ✓ • Lay down new bark in landscape area behind playground to prevent weed growth. **To be done in 2022 if summer temporary employees are available to work for the City.**



Dead plants removed. Citizens would like just a grass lawn to sit on for mothers w/ small kids & babies. Heading that direction

### Priority repairs (addressing safety issues):

## PARKS MAINTENANCE CAPITAL IMPROVEMENT LIST 2021

- ✓ • Repave pathway near north side bridge - has a big dip (safety, ADA). (Address together with other paving repairs needed throughout the park described below.) **This would come from the pavement budget. Possibly 2023 at the earliest.** *Along with 4 additional areas in need.*



### Long term investment:

- Address asphalt pathway repairs throughout park along pathways and the parking stalls along Thrasher Ave – deteriorated, uneven, and full of dips and holes. **This would come from the pavement budget. Possibly 2023 at the earliest.**



- ✓ • Remove blackberries on the south side of the tennis courts between the courts and the southern park area, and replace with grass. Will require removal of debris and grading work. **Possibly 2022.**



- ✓ • Add a bike rack near playground. **We are open to the idea and can probably buy and install in 2022.**
- ✓ • Replace aging/deteriorated picnic tables with a line that requires less maintenance/repainting. **City hopes to get another 3-5 years out of picnic tables.** *Sanded and repainted existing.*
- ✓ • Replace the aging/deteriorated benches with the City's bench spec used in Torguson Park and Tollgate Farm Park. **City hopes to get another 3-5 years out of benches.** *Sanded & repainted existing.*
- Relocate the disc-golf basket at the northwest corner of the park by Thrasher Ave./6<sup>th</sup> Street further into the park, so players don't go out into the street as they currently do. **The disc baskets were installed just a couple years ago. Per Mark Pray, this might be a good Adopt-a-Park program.**



- Add a 5<sup>th</sup> basket for Frisbee golf near benches along 6<sup>th</sup> street. **There really isn't a lot of room here if you don't want Frisbees going into the street. There are other parks that would be better equipped for more Frisbee disc golf baskets.**
- ✓ • Rebar/construction webbing along the base of tennis court fence - could this be replaced with permanent boards? **This will be addressed in 2022.** *Rebar removed. Netting trimmed up & remains.*



- Address birdbathing puddles on the tennis court. The City updated tennis courts with new nets and a new backboard in the past 1-2 years. The pavement seal coating occurred 3-5 years ago. There is settlement occurring under 1 the east tennis court. This will be scheduled for repair in 2023. The west tennis court is in good shape. When the courts were built many decades ago, there may not have been adequate compaction under the crushed rock and paved surface. This could be further investigated.

- ✓ • Remove unused concrete patio near north bridge OR outfit it with sitting area/bike rack, or stripe it for hopscotch or 4-square. It might be used for a new bike rack in 2022.



*Bike rack added.*

- Remove the multiple free standing "park rules" signs and install one sign with our City park rules. The park has 3 entrances, that's why there are 3 park signs.
- ✓ • Remove, repair or replace the water fountain that doesn't work. The drinking fountain worked during the late August 2021 inspection. *Works fine. Painted & cleaned last summer.*



### Torguson Park (maintained by Si View MPD)

### Si View Neighborhood Park (evaluated in 2019)

#### Simple repairs:

- ✓ • Replace chips with engineered chips and fluff seasonally in play areas. Dirt is exposed with weeds growing, old material should be removed and replaced with all new. **Will target for 2022. Started this last year. 3 play area left to do this summer.**
- Replace playground edging material with more durable material. **This is pretty expensive material. Will try to budget for in 2023. In Marcincó's wheel house. Grants sought for new play areas in their entirety.**

#### Priority / safety repairs:

- ✓ • Replace missing wood plank on the bench beside the sports court adjacent to Mountain View Blvd (or replace bench). **To be done in 2021.**
- ✓ • Replacement of broken equipment on playground structures: rope ladder rubber coating has worn creating a pinch hazard), some play surfaces need new decking to replace worn-out sections. **Some of the playground equipment can be restored in 2022. Rope ladder repair will be this summer.**

#### Long term investment:

- Enhance greenbelt along the river with Frisbee golf baskets. **Maybe an Adopt-a-Park group is interested?**
- ✓ • Replace picnic tables and benches throughout the parks, consider reducing number of benches. **City hopes to get another 3-5 years of life from existing tables and benches. Sanded & repainted**
- ✓ • Remove charcoal grills or add ash waste containers. **City will look to budget for ash waste containers in 2023. Trees trimmed up around grills.**
- Remove BBQ stations under the trees behind 10<sup>th</sup> Place SE. They are rusted, unsightly, and sit among a dense forested area – potential fire hazard that is out of sight. PW Maintenance Division believes the bbq grills are still in reasonable condition. **Ash / tray receptacles can be budgeted for in the future. Several low hanging tree limbs will be trimmed in 2021.**

## PARKS MAINTENANCE CAPITAL IMPROVEMENT LIST 2021

- Address various asphalt pathway repairs. This would come from the pavement budget. Possibly 2023 at the earliest.
- Replace old playground equipment. City hopes to get 3-5 more years of useful life from playground equipment. They are only 25-30 years old. Marcinco after grants for all these play areas and surfacing.

## William Henry Taylor Park (including Train Depot)

### Priority /safety repairs:

- Railroad track pieces are a tripping hazard. (Staff notified Northwest Railway Museum who indicated they would remove this). **This is Northwest Railway Museum's responsibility.**



### Minor improvement:

- ✓ • Within the gravel area along McClellan Street just east of the station, install some curb-stops to prevent cars from parking within the safety clearance area of trains that need to park at the station. **This area will receive re-investment in the next 5 years, so no significant changes are proposed at this time.**



Gravel added. Levelled & smoothed  
no other changes yet.

### Long term investment:

- Major improvements (that are not immediate safety hazards) can be addressed with planned park renovation following preparation of park master plan in partnership with Si View, with selected improvements to be funded by the Si View Bond, and should be re-evaluated after the plan for those improvements is completed. **This area is planned to receive re-investment in the next 5 years, so no significant changes are proposed at this time.**

## Gardiner Weeks Park/Senior Center Site:

### Priority / safety repairs:

- ✓ • Remove temporarily installed electrical panel at the north end of the parking lot which has remained (Staff have requested that PSE remove this panel). **Done.**



- ✓ • Remove dead white fir. **This will be done in 2021.**

*Done March 2022*



- ✓ • Repair/repave deteriorated and very uneven asphalt paving areas along the loop trail. **This would come from the pavement budget. Possibly 2023 at the earliest.**



**Simple repairs:**

- Remove the invasive holly tree. **This will hopefully be done in 2021.**
- ✓ • Limb up the trees beside the parking lot and gazebo to improve visibility into the park. **This will be done in 2021 or 2022.**



- Limb up large rhododendron that creates a blind spot within the park that encourages loitering. **This will be evaluated in 2022.**



- Clean out the English ivy mess near the gazebo and remove ivy from the base of the trees near the river. Provide a few ferns and spread bark in this area. **This will be evaluated in 2022.**



**Long term investment:**

- ✓ • Clean up the gazebo (repaint, replace broken wood boards). **The broken boards will be repaired in 2021. Re-painting is scheduled for 2022. City is hopeful to get another 5 years out of the gazebo.**



*Ongoing issue here. Boards replaced painted & needs done again.*

- ✓ • Remove, repair or replace water fountain that doesn't work. **This will be removed in 2022.**



*Replaced with large planter pot & planted.*

## PARKS MAINTENANCE CAPITAL IMPROVEMENT LIST 2021

- ✓ • Replace old/deteriorated park benches with new City-spec benches. City hopes to get 3-5 more years of useful life from park benches. Sanded & painted
- Add 2-3 picnic tables. This will be evaluated in 3-5 years.
- ✓ • Repave deteriorated asphalt along existing pathways. This would come from the pavement budget. Possibly 2023 at the earliest.

### Small Scale Capital Improvements (add to Parks Capital Facilities Plan):

- Install pickleball court. This would cost \$25,000 for grading, crushed rock, compaction, concrete, net, etc. Where would this be located?
- Install a sand bocce ball court. Where would bocce balls be checked out from? Would this be used? Is there a preference of pickleball or bocce ball?

**From:** [Mike McCarty](#)  
**To:** [Parks Commission](#)  
**Subject:** FW: North Bend Park--Two Quick Questions  
**Date:** Monday, May 1, 2023 10:44:00 AM

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Parks Commissioners,  
See below email chain as an idea for a part of our annual Arbor Day recognition (typically done in October or early November). I'll add this to our agenda to discuss at our next regular meeting on May 24 (which will also be our annual park tour).  
Mike

Mike McCarty, AICP  
Principal Planner  
City of North Bend Community and Economic Development  
920 SE Cedar Falls Way  
North Bend, WA 98045  
(425) 888-7649



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**From:** Mike McCarty  
**Sent:** Tuesday, April 25, 2023 1:24 PM  
**To:** pottmeyer@comcast.net  
**Subject:** RE: North Bend Park--Two Quick Questions

Hi Lisa,  
Sorry I haven't had a chance to respond yet. I was on vacation on April 10-14 and am still catching up on lots of emails. Let me discuss this idea with our Parks Commission. This could be a good tie-in with our annual Arbor Day celebration. I'll get back to you in the next month or so after our Parks Commission meets again.

Sincerely,  
Mike

Mike McCarty, AICP  
Principal Planner  
City of North Bend Community and Economic Development  
920 SE Cedar Falls Way  
North Bend, WA 98045  
(425) 888-7649



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**From:** [pottmeyer@comcast.net](mailto:pottmeyer@comcast.net) <[pottmeyer@comcast.net](mailto:pottmeyer@comcast.net)>

**Sent:** Monday, April 10, 2023 1:21 PM

**To:** Mike McCarty <[MMCCARTY@NORTHBENDWA.GOV](mailto:MMCCARTY@NORTHBENDWA.GOV)>

**Subject:** RE: North Bend Park--Two Quick Questions

Hi Mike,

Happy Monday.

I wondered if you'd had a chance to think about how, or if, I can reserve the park shelter, and if the City wishes to partner on this idea. If there is someone better for me to talk to, please let me know. You seem to be the contact for a lot of items for the City, so totally understand if you are fully booked.

Thanks for letting me know!

Terry Pottmeyer  
206.755.1760

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**From:** [pottmeyer@comcast.net](mailto:pottmeyer@comcast.net) <[pottmeyer@comcast.net](mailto:pottmeyer@comcast.net)>

**Sent:** Tuesday, April 4, 2023 3:07 PM

**To:** 'Mike McCarty' <[MMCCARTY@NORTHBENDWA.GOV](mailto:MMCCARTY@NORTHBENDWA.GOV)>

**Subject:** North Bend Park--Two Quick Questions

Good afternoon Mike,

I am writing to ask how two things: how/if I might reserve the shelter at EJ Roberts Park for a community celebration, and if the City is interested in partnering/endorsing the celebration?

I spend a lot of time thinking about how to be a better steward of the earth, for our children and grandchildren. I find climate change stressful and the Anthropocene era frightening, so I seek hopeful things to do. In that spirit, I would like to host an 'Oaktober' celebration at EJ Roberts on Saturday October 7<sup>th</sup>. Here's an overview of what I'm thinking:

### **Oaktober Celebration**

A day to celebrate, appreciate and propagate Garry Oaks, while learning about how to become better stewards of the environment.

Garry Oaks are our only PNW native oaks, and are a keystone species for our region. Research shows that oak trees support a greater diversity of insects, birds and wildlife than any other tree. Sadly, Garry oaks have lost more than 98% of their habitat. Did you know that EJ Roberts is home to several amazing Garry oaks?

Join us at the park to celebrate these amazing oaks, plant acorns, and learn more about how to heal our earth and support wildlife.

Date	Saturday, October 7, 2023
Location	EJ Roberts Park
Time	9:00-12:00

**Activities:**

Acorn Hole Toss game

‘Plant an Acorn’ Booth—take home an acorn that you have planted—then plant it in your yard next Spring!

Kids Craft Table -with an Oak theme

Environmental Crafts to Buy—crafts that help us to be better stewards of our environment.

Free coffee—(I would hire a coffee cart)

Native Plant Sale

**Free**

I have reliably organized community events in the past, and have some folks interested in helping me. But, first I need to see if it is something I can do at EJ Roberts. Your feedback is greatly appreciated!

Terry Pottmeyer  
She/Her  
206.755.1760