

NORTH BEND PARKS COMMISSION MEETING

November 20, 2025, 6:30pm

North Bend City Hall, 920 SE Cedar Falls Way, North Bend, WA

This meeting will be held in-person at City Hall.

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

AGENDA:

1. Call to Order, Opportunity for Public Comment
2. Minutes of September 24, 2025 Parks Commission Meeting
3. Draft 2024 Annual Report of Parks Commission Activities to Council and Tentative 2025 Parks Commission Work Program
 - a. Consider proposed tasks and whether there are other priorities (note staff time limited!)
 - b. Presentation by the Parks Commission chair to Council at the January 6 Council meeting
4. Follow-up on coordination with King County parks on potential dog park at Tanner Landing Park
 - a. See attached email from TJ Davis from KC Parks.
 - b. County staff are looking into the possibility – would seek a management partner.
 - c. County action may inform whether Parks Commission recommends a pop-up dog park at the Dahlgren Family Park.
5. Field-work plan /divy up for Wayfinding Signage needs investigations by Parks Commissioners (in-person together, no materials for packet.)
6. Follow-up on Trash Can Spelling Correction Stickers (Tim Talevich)

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

Minutes of the North Bend Parks Commission Meeting of September 24, 2025

Minutes are draft until approved at the following Parks Commission Meeting

The meeting was an in-person meeting at North Bend City Hall. The meeting was called to order at 6:31 p.m.

Attendance:

- Parks Commissioners in attendance: Kyle Braun, Brian Duncan, Minna Rudd, and Matt Miller. Commissioner Eyleen Eusebio attended via video.
- Commissioners Tim Talevich and Eric Thompson were absent.
- Staff in attendance: Mike McCarty.

Minutes of the July 23, 2025 Parks Commission Meeting

Commissioner Miller made a motion to approve the minutes; Commissioner Braun seconded. The motion passed unanimously.

Briefing on Meadowbrook Prairie Loop Trail Design Project

Mike McCarty briefed the Commissioners on the design-only project, which is currently under environmental review for the project plans. The Cities of North Bend and Snoqualmie will need to seek additional funding to construct the project, with potential funds from grants and King County Park Levy proceeds.

Scoping of Ideas for Wayfinding Signage Plan

Mike McCarty reported that the city does not have funds to support a consultant preparing a Wayfinding Signage Plan in 2025, and that a decision card process (where Council considers discretionary funding requests) would not be held this year due to lack of available funding. Mike shared a scope of work from a similar effort by the City of Redmond for a Wayfinding Signage Strategy Plan, in the amount of \$100,000. Commissioner Braun suggested that North Bend could scope for a smaller project for much less cost. Mike and Parks Commissioners discussed preparing a draft Scope in 2026 to present to Council for possible 2027 funding, and working in 2026 to identify some key elements and improvements that should go into a plan. Commissioners discussed divvying the City into coordinates and each Commissioner exploring and making recommendations within their particular coordinate and making suggestions on a working interactive map prepared by the City's GIS technician.

Scoping of Ideas for Dog Park

Mike McCarty briefed the Commissioners on a memo prepared by Planning Intern Chase Rigg regarding costs and operations at the City of Redmond, which has operated two pop-

up dog parks for the last two years. Mike noted that the City does not have funding to construct and operate a seasonal pop-up dog park this year, but that the Commissioners could plan further for a future recommendation to Council on this item. Based on information gathered from Redmond and other sources, Mike noted it would likely cost somewhere around \$20,000 to purchase materials (fencing, gates, signage, etc.) for a seasonal dog park of about 15,000 -20,000 square feet in area, and about \$10,000 in annual operational costs (staffing for maintenance, set-up, and take-down).

Commissioners also

Commissioners were favorable to further exploring options to recommend to Council for a future project possibly in 2027, which would require further coordination with Public Works staff to determine maintenance support.

Parks Commission Recommendation on use of Park Impact Fee Revenue

Mike McCarty provided a summary of the current balance of collected Park Impact Fee revenue which the Finance Department has noted will be about \$50,000 at the end of the year, following project commitments, and which is in addition to the \$184,000 that the City will annually receive from the 2026-2031 King County Parks Levy. Mike noted options for near-term park impact fee expenditures and further staff planning effort included:

- Design and construction of trail sidings for the Tanner Shared Use Trail along North Bend Way.
- Funding construction of the Meadowbrook Prairie Loop Trail project currently in design, together with Snoqualmie (as match to seeking grant funds for construction).
- Developing a wayfinding sign plan.

Parks Commissioners provided a recommendation to prioritize further pursuing the Meadowbrook Prairie Loop Trail construction, since this project is already in design.

Adjournment

The meeting was adjourned at 7:55 p.m.

Minutes prepared by Mike McCarty

PARKS COMMISSION 2025 SUMMARY REPORT AND 2026 TENTATIVE WORK PROGRAM

To: City Council

Date: For January 6, 2025 City Council Meeting

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 2025 as well as to provide the tentative work program of the Parks Commission in 2026, seeking any feedback or additional direction from the Council on this work program.

2025 Expenditures:

The Parks Commission authorized expenditure of 10,716.89 from the Small Park Improvement Budget for the cost of two picnic tables and associated concrete pads at the farmstead area of Tollgate Farm Park, described further under 2025 activities below. (The City is awaiting invoicing on this expense from Si View).

2025 Activities:

Bendigo Boulevard Multi-Use Trail

In January, the Parks Commission reviewed and provided comments and recommendations to staff concerning the design of the multi-use trail and shared trail/utility bridge over the South Fork Snoqualmie River next to the wastewater treatment plant.

Cycling Mobility Plan

Work included initial scoping for the plan in January, meeting jointly with the Economic Development Commission in April for visioning and scoping, providing input to a draft resident bicycle survey, conducting a bicycle tour together with the Economic Development Commission in May to identify issues to address with potential capital improvements. The plan has now been named the Bike North Bend plan, and staff, together with the Parks Commission and Economic Development Commission, will continue to work to complete this item in 2026.

Shoreline Access Plan

The Parks Commission reviewed and provided input into the development of the Shoreline Access and Trail Plan, a project funded by a grant from the Department of Ecology and prepared by the city's consultant, Facet. A public open house and workshop was held February 26 by the staff, the Parks Commission, and Facet. The open house was very well attended, and a lot of feedback was obtained, which Facet incorporated into the plan. The Parks Commission provided additional feedback on subsequent drafts of the plan at their April and May meetings, and provided a recommendation of approval to the Council, who adopted the plan in September.

Dog Park Planning

In July and November, the Parks Commission discussed planning needs for a dog park within North Bend. Staff and the Parks Commission investigated options for a dog park at the Dahlgren Family Park, which would best be implemented as a seasonal pop-up dog park, given the soils at the low area at the park where this would occur not being suitable for year-round use. Based on research on similar seasonal dog parks in other jurisdictions, the Parks Commission expressed interest in further pursuing such a park, depending on whether King County will be pursuing a more regional dog park at the adjacent King County Tanner Landing Park. Staff are coordinating further with King County staff regarding the possibility for a dog park at the King County Tanner Landing Park, which will continue into 2026, and which will inform the Parks Commission on whether to recommend pursuing a pop-up dog park at the Dahlgren Family Park.

Review and Recommendation on conceptual site plan for the Ballarat Avenue Pedestrian Plaza

On February 26, staff, the Parks Commission, and the City's consultant Site Workshop hosted a public workshop on the design of the pedestrian plaza at Ballarat Avenue between the North Bend Bar and Grill and the Shell gas station. The workshop was very well attended and provided feedback to Site Workshop, who further refined the conceptual plan. Implementation of the project is awaiting further coordination with the North Bend Bar and Grill, who would need to sell the City additional property adjacent to the Ballarat Avenue right-of-way for the plaza to occur.

Parks Wayfinding Signage

At their July meeting, the Parks Commission discussed the need for additional wayfinding signage for pedestrians and bicycles on key trail areas within North Bend including the Snoqualmie Valley Trail, Tanner Trail, and other locations. As there was not a docket process for 2026 funding, the Parks Commission did not provide a recommendation to the City Council for funding a plan to address such wayfinding signage in 2026, but will plan further for that next year, to possibly recommend a decision card for funding a consultant to design a wayfinding signage plan in 2027.

Ballarat Avenue Plaza Project Design

The Parks Commission participated in the planning process for the proposed Ballarat Avenue plaza project next to the North Bend Bar and Grill and William H. Taylor Park. Public Works Director Mark Rigos, the Parks Commission, and the City's consultant Site Workshop, hosted a public outreach meeting on the proposal on February 26 to gain public input into the project. The workshop was well attended and raised some concerns regarding parking. The project was subsequently tabled to further evaluate parking concerns and needed property acquisition from the North Bend Bar and Grill. Project revisions are anticipated to come back for Parks Commission and Council consideration in 2026 together with project design for the associated McClellan Avenue improvements project.

Tollgate Farmstead Picnic Facilities

In July, the Parks Commission discussed various options for use of its annual Small Park Improvement Budget. To address a lack of picnic facilities at the farmstead area of Tollgate Farm Park, the Parks Commission decided to authorize use of their annual budget for two picnic tables together with associated concrete pads, to be installed by the Si View Metropolitan Park District. The picnic tables will be placed adjacent to the primary park loop trail near to the parking lot and farmhouse.

Public Outreach

The Parks Commission staffed a booth at the July 10 and August 13 Farmer's Markets at Si View Park to solicit input to various park and trail-related efforts by the City including the Bike North Bend Plan survey and plans for future park and trail improvements.

Meadowbrook Farm Prairie Loop Trail Design

In September, staff briefed the Parks Commission on work to-date by the City's consultant JA Brennan to prepare design plans for a prairie loop trail at Meadowbrook Farm, under a 2022 King County Parks Capital grant. The project is design-only and additional funds will need to be sought by North Bend and Snoqualmie for subsequent construction. Work will continue on this work in 2026.

Prioritization for Park Impact Fee Use

In September, the Parks Commission discussed what near-term projects to recommend prioritizing for staff efforts and use of park impact fee revenues, given limited impact fee revenues in comparison with a large number of potential projects to implement. The Parks Commission recommends prioritizing seeking funds (with Snoqualmie) for constructing the Meadowbrook Farm Prairie Loop Trail, since that project is now in design, as supported by a design-only grant from King County. Park Impact Fee revenue and corresponding King County Levy proceeds could be used as a grant match, subject to similar local match from Snoqualmie.

Arbor Day Recognition

Staff, Mayor Miller, and the Mountains to Sound Greenway Trust planned and held a community Arbor Day recognition on November 14 at Ribary Creek at the South Fork Snoqualmie River, planting native trees and shrubs in conjunction with a habitat restoration project coordinated by the Mountains to Sound Greenway Trust funded by a 2022 Cooperative Watershed Management grant.

2026 Tentative Work Program:

At their November 20th 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 2026 (pending available staff time) and seek any City Council feedback or additional direction regarding this tentative work program.

1. Continue work with the Economic Development Commission to complete the Bike North Bend Plan – Winter/Spring.
2. Update the Parks Element of the Comprehensive Plan addressing Snoqualmie Tribe docket requests, requirements for tree canopy inventory information consistent with SB 5641, and selected updates to the Parks Capital Facilities Plan. Spring/Summer.
3. Annual tour of park facilities to determine potential recommendations for amendments to the Parks Capital Facilities Plan – Spring.
4. Support staff coordination with Snoqualmie to seek grant funding to construct the Meadowbrook Prairie Loop Trail project, and use of available park funding as match - Ongoing.
5. Develop a draft scope of work and estimate for a wayfinding signage plan for consideration by Council to consider funding a plan in 2027 prepared by a consultant – Spring/Summer.
6. Public outreach activities at Block Party and/or Farmer's Market – Summer.

7. Coordinate with King County concerning the potential for a dog park (or pop-up dog park) at King County's Tanner Landing Park, and determine what (if any) commitments the Parks Commission may recommend for Council consideration toward that effort. If King County efforts don't move forward, provide a recommendation to City Council for a seasonal pop-up dog park within the Dahlgren Family Park – Summer and Fall.
8. Parks Commission recommendation on use of Small Park Improvement funds for small-scale park improvements – Summer.
9. Coordination with Public Works on plans for park and trail-related improvements being planned in 2026 for 2027-2028 implementation including:
 - a. Tanner Trail extension and associated recreational sidings and Mt. Si Road roundabout connection – Public Works to Snoqualmie Valley Trail.
 - b. Downtown to Tollgate Farm Shared Use Pathway and associated 8th Street Roundabout and South Fork Ave. Roadway extension plans.
 - c. McClellan Ave. ROW improvements and associated Tanner Trail improvements along WH Taylor Park and Ballarat Plaza proposal.
 - d. WH Taylor Park at Ballarat Ave. S. parking lot project.
 - e. Roundabout landscaping/feature plans for new Bendigo Boulevard/Mt. Si Boulevard intersection and associated shared-use pathway.
 - f. South Fork Snoqualmie River Levy setback and associated trail design. Early coordination.
10. Serving in the capacity of the city's tree board, reviewing and recommending draft amendments to the city's tree regulations – Fall.
11. Tree Board and Arbor Day planning activities – Fall.
12. 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 2026 work program.

Minna Rudd, Parks Commission Chair

Date

Mike McCarty, Planning Manager

Date

From: [Davis, TJ](#)
To: [Mike McCarty](#); [Brown, Gary](#); [Ingrid Kimball](#); [Mackenzie Dolstad](#)
Subject: RE: Off leash area potential at Tanner Landing
Date: Wednesday, November 12, 2025 10:10:53 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

We met onsite with Parametrix and everyone agrees where the best location would be (basically the 2-3 acre triangle to the Northwest of our planned loop trail.

The next exercise is to put together a napkin drawing of how we think it could be laid out and determine the operational outlay. Installation would be the easiest part, it's the operations that KC leadership will have the most concerns about. On that front we need to gather information about maintenance cost / resources required for these other examples from our sibling jurisdictions and/or look at strategies for creating/supporting a local volunteer group as part of the matrix.

Mike,

Once we figure out the maintenance outlook we could discuss whether North Bend might be able to provide some maintenance support, as well. Do you have relationships with your City counterparts in those jurisdictions so that we could chase down some of that operational data?

Thanks!

T.J.



T.J. Davis
CPG Program Manager (PPMIV)
King County Department of Natural Resources and Parks
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From: Mike McCarty <MMCCARTY@NORTHBENDWA.GOV>
Sent: Wednesday, November 12, 2025 9:31 AM
To: Davis, TJ <TJ.Davis@kingcounty.gov>; Brown, Gary <Gary.Brown@kingcounty.gov>; Ingrid Kimball <ikimball@parametrix.com>; Mackenzie Dolstad <mackenzie.dolstad@mtsgreenway.org>
Subject: RE: Off leash area potential at Tanner Landing

[EXTERNAL Email Notice!] External communication is important to us. Be cautious of phishing attempts. Do not click or open suspicious links or attachments.

Thanks again TJ for looking into this. To answer your question, there are seasonal pop-up dog parks operated by the City of Redmond, City of Bothell, and City of Bellevue.

Mike McCarty, AICP
Planning Manager
City of North Bend Community and Economic Development Department
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North Bend, WA 98045
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Cell (425) 301-6519



From: Davis, TJ <TJ.Davis@kingcounty.gov>
Sent: Wednesday, October 29, 2025 11:51 AM
To: Mike McCarty <MMCCARTY@NORTHBENDWA.GOV>; Brown, Gary <Gary.Brown@kingcounty.gov>;
Ingrid Kimball <ikimball@parametrix.com>; Mackenzie Dolstad <mackenzie.dolstad@mtsgreenway.org>
Subject: Off leash area potential at Tanner Landing

Heya folks!

A bit of good news in our information gathering related to the possibility of an off-leash area at Tanner Landing. The initial feedback from RCO is that the use would not raise a compliance or conversion issue per the funding source or our original application and agreement if the preponderance of the project is still focused on river access and related recreation. The note we got back from the RCO Compliance team:

The Compliance Team reviewed the grant agreements and project information for prior grants at the park (00-1271 and 18-1456), as well as the relevant grant manuals, and confirmed that creating a dog park at this site should not create a compliance issue. It will bring more people to the park and expose them to water activities that they may not know about.

However, the Compliance Team cautions that, since both prior grants are WWRP-Water Access, RCO would want to ensure that the primary recreation opportunity at the site continues to support water access, including the upland development that was completed with the grants.

Please confirm that, even with the dog park, the primary recreation opportunity at the site will continue to be water access, and that the upland development completed with the grant (under grant 18-1456) will still serve water access.

So that is one issue/concern that is essentially addressed.

The direction I got today is to put some ideas together on how we see this on the ground (size, location, seasonal, moveable, etc) and creative options for maintaining it so Heidi and I can run the idea up the chain.

It is going to be a hard sell if the only option is that KC maintains it because we typically only do off leash areas with a partner organization that has robust volunteer wherewithal which is why we really only have the SODA Off leash area at Marymoor. The usual model is the partner volunteer organization does the day-to-day, annual spruce up parties, and we support the offsite poo hauling. Once we have some ideas pulled together and leadership is on board with some possibilities, we will also need to consult with the Tribe and get their thoughts. Off leash areas are sometimes problematic for folks because of their inherent ground damage but perhaps the seasonal/moveable concept, as well as, everyone's desire to keep off leash dogs out of the restoration areas would offset that concern.

Gary,

Let's you and I connect on the maintenance impact, maybe we can chat with the other jurisdictions that have deployed the temporary / moveable model and see what that looks like from a maintenance scope perspective.

Mike,

Remind me... it was Bothell and someplace else that was doing the temporary/moveable concept correct? We also need to determine if we think this concept could be a catalyst for a local volunteer group to form, I think that will need to be a key component for KC.

Thanks!

T.J.



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