

# Regular Meeting

**5:00 PM, September 17, 2025**

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

**Teams Meeting Information;** Meeting ID: 268 704 281 511 7 | Passcode: zN3bz9pK



**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:** September 3, 2025 regular meeting
  - B. **August 16-31, 2025 Payroll:** \$78,728.58 payroll (Direct Deposit); \$22,621.01 payroll taxes; \$8,703.23 PERS retirement; \$140.74 life insurance; \$286.80 LTD; \$2,315.67 ICMA 457; \$422.88 HRA-VEBA
  - C. **Blanket Voucher:** #869
6. NEW BUSINESS
  - A. **Discussion of Snoqualmie Valley Aquatics Collaborative Report**
7. OLD BUSINESS - none
8. COMMITTEE AND STAFF REPORTS
  - A. **Recreation**
  - B. **Operations**
9. MEETING ANNOUNCEMENTS AND REMINDERS
  - A. **Snoqualmie Valley Government Association Meeting in Duvall – Raisio**
  - B. **Regular Meeting**
10. AGENDA ITEMS FOR NEXT MEETING
11. ADJOURN

**September 24, at 6:30/7 pm**  
**October 1, 2025 at 5:00 pm**

**AGENDA ITEM NO 5A  
Consent Agenda**

**To:** Board of Commissioners  
**From:** Melissa Pasley, Administrative Support Specialist  
**Date:** September 17, 2025  
**Subject:** September 3, 2025 Action Minutes

**5:01 PM – CALLED MEETING TO ORDER**

**Commissioners Attending:** Kelly, Noonan & Raisio

**Excused Absence:** Commissioner Joselyn

**Excused Tardiness:** Commissioner Noble

**Staff Attending:** Travis Stombaugh Executive Director, Kyle Braun Operations Manager, Minna Rudd Recreation Manager, Scott Loos Finance & HR Manager and Melissa Pasley Administrative Support Specialist

**APPROVAL OF AGENDA**

Raisio **MOTIONED**

Noonan **SECONDED**

**APPROVED AS PRESENTED 3-0**

**PUBLIC COMMENT:** none

**CONSENT AGENDA**

**Minutes:** August 6, 2025 regular meeting

**Blanket Vouchers:** #867 & #868

Raisio **MOTIONED**

Noonan **SECONDED**

**APPROVED AS PRESENTED 3-0**

**NEW BUSINESS**

**Authorize Acquisition of Administration Office Site Furnishing from Hi Touch Business Services in the Amount of \$66,522.47**

Raisio **MOTIONED**

Noonan **SECONDED**

**Discussion:** décor selection

**APPROVED AS PRESENTED 3-0**

**COMMITTEE AND STAFF REPORTS**

**Finance** July month end numbers

*Commissioner Noble arrived at 5:13pm.*

**Directors:** topics included letter from neighbor, city sewer connection and Tollgate Barn occupancy

**MEETING ANNOUNCEMENTS AND REMINDERS**

**Regular Meeting**  
**Snoqualmie Valley Government Association Meeting – Duvall (Raisio)**

**September 17, 2025 at 5:00 pm**  
**September 24, 2025 at 6:30/7 pm**

**AGENDA ITEMS FOR FUTURE MEETING:** none mentioned

**5:30 PM – ADJOURNMENT**

Kelly **MOTIONED**                      Noonan **SECONDED**  
**APPROVED AS PRESENTED 4-0**

*Meeting Minutes prepared by Melissa Pasley, Administrative Support Specialist*

SI VIEW METROPOLITAN PARK DISTRICT

ATTEST/AUTHENTICATED:

President \_\_\_\_\_

Commissioner \_\_\_\_\_

**AGENDA ITEM NO 5B**  
**Consent Agenda**

**To:** Board of Commissioners  
**From:** Scott Loos, Finance & HR Manager  
**Date:** September 17, 2025  
**Subject:** Payroll

**August 16-31, 2025 Payroll:**

\$78,728.58 payroll (Direct Deposit); \$22,621.01 payroll taxes; \$8,703.23 PERS retirement; \$140.74 life insurance; \$286.80 LTD; \$2,315.67 ICMA 457; \$422.88 HRA-VEBA

**AGENDA ITEM NO 5C**  
**Consent Agenda**

**To:** Board of Commissioners  
**From:** Scott Loos, Finance & HR Manager  
**Date:** September 17, 2025  
**Subject:** Blanket Voucher

**Blanket Voucher No. 869**

in the amount of \$474,057.18. Checks will arrive and be distributed on 09/17/25. Please note that \$432,854.06 is a construction progress payment for the Si View admin building project.

**AGENDA ITEM NO 6A**  
**New Business**

**To:** Board of Commissioners  
**From:** Travis Stombaugh, Executive Director  
**Date:** September 17, 2025  
**Subject:** Discussion. Snoqualmie Valley Aquatics Collaborative Report

**Summary of Item:**

See attached report from the Snoqualmie Valley Aquatics Collaborative (SVAC).

The SVAC was created by unanimous resolution of the Si View Metropolitan Park District Commissioners in November 2024. Composed of elected representatives and community leaders from across the Valley, their task was to evaluate the need for a new public pool, balance community goals and concerns, and recommend a path forward.

Members represent Si View Metropolitan Park District, City of North Bend, Snoqualmie Valley School District, Fall City Metropolitan Park District, Mt. Si Senior Center, and Valley Pool Together. The Snoqualmie Tribe and City of Snoqualmie were invited but are not formally participating at this time.

Beginning in January 2025, the Collaborative met monthly to share information, data, and working drafts. Early discussions focused on building rapport, establishing processes, unifying messaging, gathering feedback from constituencies, reviewing past election results, and completing a SWOT analysis of the previous Si View proposals.

In April, the Collaborative audited specific elements of the current design and messaging for recreation and competition pools, diving and water polo facilities, locker rooms, spectator seating, dry recreation space, and phased construction options. They also discussed alternative sites and the potential of forming a Public Facilities District.

In May, they discussed potential construction financing plans and recommended an independent audit of the existing Si View Pool by Counsilman-Hunsaker, a trusted industry authority and respected thought leader in aquatics, to assess lifespan and operating costs. The Si View Commission approved the audit expenditure on June 4. Anticipating consensus on a recommendation, a subcommittee drafted a report in early June, which was refined at the June and September SVAC meetings.

**Staff Recommendation:**

Staff recommends discussion, input on the report and recommendation and to provide direction to staff.

**AGENDA ITEM NO 8A**  
**Staff Report**

**To:** Board of Commissioners  
**From:** Minna Rudd, Recreation Manager  
**Date:** September 17, 2025  
**Subject:** Recreation Team Report September 2025 - *prepared 9/12/25*

Our land-based activity offerings this Fall include nearly 300 registration-based activities for all ages and interests. Current enrollment (as of Sep 5) is 802 with 68% residents. Many of these programs, such as recreation basketball, don't start until October or later. Aquatics schedules are released one session at a time, currently available for session F. The combined group and private lesson enrollment is 578, with 61% participants being district residents. 132 group classes and 45 private lessons are offered.

Winter 2026 program planning period has begun with activities due for guide development in early October. The winter season will include primarily indoor activities.

Summer program surveys are in progress to gather participant feedback for future seasons. We've sent off about 40 seasonal staff back to school - their support this summer made all the difference in activity logistics and program operations.

We are sending a recreation team member to the National Recreation and Park Association Conference in Orlando this month to meet and learn from professionals in the field. There is much excitement for this opportunity, and gratitude for the commission's commitment to support staff professional development.

Snapshot of summer enrollment, focused on June-August activities:

**Land-based summer programs June-August**

- 2506 sign-ups by 1233 individuals | 73% resident, 27% non-resident
- Of these, 317 sign-ups were by individuals who joined Si View activities for the first time in 2025 (accounts created this year). 58% of these new participants are district residents.

**Aquatic summer programs June-August**

- 1243 sign-ups by 610 individuals | 55% resident, 45% non-resident
- Of these, 140 sign-ups were by individuals who joined Si View programs for the first time in 2025 (accounts created this year). 55% of these new participants are district residents.

**Youth Programs:** After school programs are offered at NBE (35 enrolled), OES (40 enrolled) and FCE (9 enrolled). Before care program (29 enrolled) continues to operate at the community center. After school enrichment programs begin at the end of the month. Fall options include 4 classes at FCE, 3 at NBE, 1 at OES, and the new addition of 2 classes at TFMS.

**Community Programs:** Indoor playground starts mid-month. We expect a high turnout with new participant registration at least the first several weeks. Late program addition has been confirmed for a Music and Sensory Play for toddlers with Erin Perea. Two classes are running this month with combined enrollment of 18. We have a busy fall season of special interest classes, in all there are 17 programs to choose from. In September various art programs, sewing, and acting class are available for registration. Specialized recreation program resumes

Sept 22. We are still hiring for program leadership and support roles, as the primary instructor is looking to retire.

**Cultural Arts:** Youth dance classes are off to a good start with dance director Ellie Matthews for youth between ages 2.5 –14 years. 6 of the dance classes start this month. We've added a new adult dance program, Zumba – initial interest has been strong - with 13 students attending the first day. Adult line dance, with Amanda Johnson, continues to be full-to-capacity at 30 participants. Tap and Ballet is scheduled for mid-month start. It continues to be on a pass system. We've added a new adult dance instructor, KC, to teach an adult Bollywood Fitness class and a Bollywood kids' class for ages 4-6 years this Fall. Unfortunately, the first sessions were cancelled due to low enrollment. We are hoping for a better turnout in October with additional outreach.

**Teen Programs:** First Teen Night of the season includes swim time at the pool, which tends to be a popular theme. Youth council met on Sep 2<sup>nd</sup> with 10 in attendance, a good blend of new and returning students ready to plan projects.

**Outdoor Programs:** Trail work parties are planned at Tennant (Sep 27) and Torguson Pump Track (Oct 10) to prepare trails for the winter season. A community volunteer group has been actively working at Torguson climbing wall, improving user experience with new routes. This work will continue as long as weather permits. Staff is working with a potential skateboard instructor on future programming at Torguson, including classes and skate events.

Newly added community first aid & CPR classes are open for registration. To date we have 2 sign-ups for the October certification course. Watershed tours (4 scheduled) continue to draw full vans. Staff are working with Watershed educators on options for increasing capacity for tours/adding additional tour dates.

**Youth Sports:** Basketball season is just around the corner, with K-2 recreation league starting in October. Registration for all age groups (K-12) is open. September is typically slower registration time for most sports with school year beginning, but we have a healthy variety of options running this month with volleyball, soccer, cheer, Skyhawks sports and gymnastics.

**Adult Programs:** The recreation pickleball league for the season is full, 18 teams. We've added a Friday Night league as a new offering. Community interest has been strong in several adult programs this month, with yoga, Sound Healing, Memoir Writing, and Sewing all adding new students.

**Health and Wellness:** Karate program enrollment is also seeing higher numbers with 41 students for the month, after the slower summer period. A late addition of a dance fitness class received 8 registrations on the first day. Ladies Strength and Cardio and Fitmates classes are also scheduled to resume this month.

**Special Events:** With Farmers Market coming to a close, we can start compiling the many highlights, full report to follow in October:

- 97 Vendor applications; 82 active Vendors. Average vendor count per market = 38
- 11 farmers, 15 food processors, 9 prepared food vendors, 27 artisan vendors, 20 Non-profit organizations and 5 sponsors.
- Market attendance surpassed the last 4 years with an estimated attendance over 18,000 for the season!
- Increase participation by local non-profit and businesses with involvement from 20 local non-profit organizations.
- Total Volunteer hours for 2025 =229 hours! Pop Club volunteers alone were 121 hours!
- Summer Concerts included 3 new bands that were added to the line-up in 2025.

**Upcoming Events:** The Great Si View Spooktacular (formerly Harvest Festival) Oct 25, Family Fun Night featuring “A Zaniac Christmas” Nov 14, and Holiday Bazaar Dec 6.

**Field Rentals:** Field rentals continue to stay busy. SnVYSA is renting space at Tollgate, Si View, and Torguson. All 3 parks have been in use since August with games beginning in September. SVLL Fall Ball season begins in September. Torguson is busy throughout the week and on Sundays with Fall Baseball. Cricket continues their use at Tollgate in the month of September.

**Facilities:**

<b>Meadowbrook</b>	<b>Aug 24</b>	<b>Aug 25</b>
Private Rentals	14	10
Si View Classes	0	12
Si View Camps	13	0
Unpaid Meetings	2	3
Educational	1	2

<b>Picnic Shelter</b>	<b>Aug 24</b>	<b>Aug 25</b>
Private Rentals	11	11

<b>Pool</b>	<b>Aug 24</b>	<b>Aug 25</b>
Private Rentals	5	3

<b>Community Center</b>	<b>Aug 24</b>	<b>Aug 25</b>
Private Rentals	5	5

<b>South Fork Landing</b>	<b>Aug 24</b>	<b>Aug 25</b>
Private Rentals	3	4
League Rentals	3	2
Si View Camps	27	0

<b>Tollgate Farmhouse</b>	<b>Aug 24</b>	<b>Aug 25</b>
	0	1

**Current Leases:**

- Tennant Trailhead Park: Kiosk – through 2025
- Tollgate Farm Park: Barn – through 2029, Trailer Space – through 2028, Pasture – through 2029, Kitchen Garden – through 2025, Crop field – through 2030, Farmstand – through March 2026, Tollgate CSA space – through March 2026
- South Fork Landing Park: Proshop – through September 2026, General Store – February 2026, Parking area – March 2026

**Commercial Use:** Two permits are taking place this year at Tennant Trailhead Park.

**Aquatics:** Swim lessons are back to school year programming – one day a week lessons. Group lesson enrollment for session F:533 (110 on waitlist); Private lesson enrollment 45 (35 on waitlist). School district Special Education program is swimming on Fridays during school year.

We have lost two full-time staff this month, the benefited recreation specialist and hourly administrative assistant. Part-time staffing situation continues to stabilize. All new PT staff have completed lifeguard and swim lesson instructor shadowing. 2 new staff interviews are set up for prospective part-time employee roles. September staff training includes skill checks for CPR/AED and in-water lifeguarding skills. 2 of the 4 participants successfully completed the August lifeguard training course. Next course is offered in October.

**AGENDA ITEM NO 8B**  
**Staff Report**

**To: Board of Commissioners**

**From: Kyle Braun, Operations Manager**

**Date: September 17, 2025**

**Subject: Operations**

### **Capital Projects**

- **Admin Building** – Construction remains on schedule. Sitework and building progress continue, with sidewalks being poured and the parking lot beginning to take shape. The building is now dried in, and crews are actively working on interior electrical and mechanical systems. Landscaping is planned for late October. PSE coordination remains the critical path for occupancy.
- **Maintenance Shop** – The project began this week. Fencing is installed, and the north entrance is now closed to public access. Meetings will continue in the North Annex, but public, staff, and commissioners will need to walk from the Community Center parking areas.
- **Edgewick to SVT Trail** – Construction is scheduled to begin on September 22 and is expected to last 4–6 weeks.

### **Si View Community Center, Pool, and Park**

- The final farmers market of the season concluded on September 11.
- Seasonal staff are wrapping up their tenures. One full-time operations staff member resigned last week; we aim to fill the position within the next month.
- The gaga pit has been temporarily removed to accommodate underground electrical work for the new maintenance shop. It will be reinstalled once trenching is complete.
- Park signage design is underway. We're awaiting a decision from the City of North Bend regarding potential e-bike code amendments, which may affect the "park rules" section.
- The pool is operating smoothly (knock on wood). Minor repairs have been completed, including drain plumbing replacement. A small leak was discovered in one of the large valve manifolds and is being closely monitored.

### **Tollgate Farm Park**

- East fields will be mowed again in October.
- Blackberry removal along roads and pathways is ongoing.
- The city's sewer project is progressing. Work near the middle pasture is complete for this phase; the next phase will cross the cow pasture within the next month.
- New signage has been installed at the farmstand frontage.
- Planning continues for the installation of a walk-in cooler and freezer.
- The septic system was pumped last week.
- A semi-pro cricket team has been playing at the park over the past few weekends.

### **Meadowbrook Farm**

- We continue mowing and pushing blackberry growth back to the tree line.

- The final mowing of 2025 is scheduled for October.
- Painting of the interpretive center is planned for November.

### **Torguson Park**

- Volunteers have made excellent progress on climbing wall repairs—materials are nearly depleted due to the pace of work.
- Warning tracks have been sod-cut, weeded, and treated with pre-emergent herbicide. Foul lines on Field 6 have also been sod-cut.
- Planning is underway for infield mix installation this winter, along with potential installation of 70-foot bases to support expanded softball programming.
- Quad restrooms will close after the fall baseball season concludes.

### **Riders Park**

- The first public engagement event was held at the August 28 farmers market and saw strong attendance.
- An on-site meeting was held with lacrosse and former riding club members to gather input and share visions for the site.
- A stakeholder meeting was scheduled for September 16th.

### **South Fork Landing Park**

- The current caretaker has resigned and will vacate the property at the end of the month. We are actively recruiting and have several candidates under consideration.
- Recent pond water tests showed excellent quality. The highest level of fecal coliform detected was 10 CFU/100mL—well below the recreational safety threshold of 200 CFU/100mL.