

Regular Meeting

5:00 PM, October 15, 2025

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

Teams Meeting Information: Meeting ID: 260 160 346 387 3 | Passcode: Jd7ci3u6



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:** October 1, 2025 regular meeting
 - B. **September 16-30, 2025 Payroll:** \$70,891.80 payroll (Direct Deposit); \$21,371.29 payroll taxes; \$8,745.56 PERS retirement; \$132.86 life insurance; \$273.62 LTD; \$2,315.67 ICMA 457; \$370.02 HRA-VEBA
 - C. **Blanket Voucher:** #872
6. NEW BUSINESS - none
7. OLD BUSINESS - none
8. COMMITTEE AND STAFF REPORTS
 - A. **Recreation**
 - B. **Operations**
9. MEETING ANNOUNCEMENTS AND REMINDERS
 - A. **Administrative Committee Meeting**
 - B. **Regular Meeting**
 - C. **Regular Meeting**
10. AGENDA ITEMS FOR NEXT MEETING
11. ADJOURN

October 22, 2025 at 4:30 pm
November 5, 2025 at 5:00 pm
November 19, 2025 at 5:00 pm

**AGENDA ITEM NO 5A
Consent Agenda**

To: Board of Commissioners
From: Melissa Pasley, Administrative Support Specialist
Date: October 15, 2025
Subject: October 1, 2025 Action Minutes

5:01 PM – CALLED MEETING TO ORDER

Commissioners Attending: Joselyn, Kelly & Raisio

Excused Absence: Noonan

Excused Tardiness: Noble arrived at 5:07 pm

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**

Kelly **SECONDED**

APPROVED AS PRESENTED 3-0

PUBLIC COMMENT: none

PRESENTATION: - NRPA Conference Report

Tyler Burnett thanked the board for the opportunity to attend the conference and shared details of his experience.

CONSENT AGENDA

APPROVED AS PRESENTED 4-0

Minutes: September 17, 2025 regular meeting

September 1-15, 2025 Payroll: \$69,708.16 payroll (Direct Deposit); \$20,788.33 payroll taxes; \$8,560.30 PERS retirement; \$136.81 life insurance; \$260.34 LTD; \$2,315.67 ICMA 457; \$370.02 HRA-VEBA

Blanket Voucher: #870 & #871

Kelly **MOTIONED**

Raisio **SECONDED**

NEW BUSINESS

Accept Proposal for Third Party Inspection and Materials Testing for the Si View Maintenance Shop and Trail Extension from Materials Testing & Consulting, Inc. in the Amount of \$13,319.00

Noble **MOTIONED**

Raisio **SECONDED**

APPROVED AS PRESENTED 4-0

Approve Resolution 2025-04. A Resolution of the Si View Metropolitan Park District Creating the Snoqualmie Valley Aquatics Collaborative, A Working Group Supporting and Making Recommendations For the Creation of a New Community Aquatic Facility Serving the Snoqualmie Valley

Raisio **MOTIONED** Noble **SECONDED**

Discussion: next steps

APPROVED AS PRESENTED 4-0

COMMITTEE AND STAFF REPORTS

Finance: August month end highlights

Operations: power for the new administrative building under construction

Directors: boundaries, 2026 budget planning update

Snoqualmie Valley Government Association: provided highlights from the meeting

MEETING ANNOUNCEMENTS AND REMINDERS

Regular Meeting

October 15, 2025 at 5:00 pm

Administrative Committee Meeting

October 22, 2025 at 4:30 pm

AGENDA ITEMS FOR FUTURE MEETING: none mentioned

5:55 PM – ADJOURNMENT

Raisio **MOTIONED** Kelly **SECONDED**

APPROVED AS PRESENTED 5-0

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: October 15, 2025

Subject: Payroll

September 16-30, 2025 Payroll:

\$70,891.80 payroll (Direct Deposit); \$21,371.29 payroll taxes; \$8,745.56 PERS retirement; \$132.86 life insurance; \$273.62 LTD; \$2,315.67 ICMA 457; \$370.02 HRA-VEBA

AGENDA ITEM NO 5C
Consent Agenda

To: Board of Commissioners
From: Scott Loos, Finance & HR Manager
Date: October 15, 2025
Subject: Blanket Voucher

Blanket Voucher No. 872

In the amount of \$288,331.41 for your review. Checks are scheduled to arrive on 10/17/2025 and will be distributed. Please note that \$259,864.68 is a construction progress payment for the Si View admin building project.

AGENDA ITEM NO 8A
Staff Report

To: Board of Commissioners
From: Minna Rudd, Recreation Manager
Date: October 15, 2025
Subject: Recreation Team Report October 2025 - prepared 10/10/2025

With a few late class additions, the Fall session currently has 308 registration-based activities for all ages and interests. Current enrollment (as of Oct 8) is 2267 by 1533 individuals, with 57% residents. The lower resident use rate is primarily due to youth basketball leagues which draw many participants from all around Snoqualmie Valley School District. Aquatics enrollment is unchanged from last month until session G registration opens on Oct 13. Winter 2026 program planning period is at its peak with guide layout now in progress. Registration for winter programs will open December 5th.

Youth Programs: After school program enrollment is unchanged except at FCE, where one new student has joined this month. Combined after school enrollment is currently 75 and before care 29. Enrichment classes are in progress, 30 students are enrolled at FCE, 24 at NBE and 12 at OES. TFMS classes did not get enough registrations on the first try but will be offered again in the winter.

Community Programs: Indoor playground started with slightly smaller numbers while we enjoyed gorgeous fall weather, in September we had 5 play dates with total of 155 visits (average 31). Music, Story and Sensory Play class for toddlers has gained interest and will be offered throughout the fall as monthly sessions.

Cultural Arts: We'll have some exciting new additions in the youth dance program in the winter season including a Tiny Twos class (caregiver-child activity) and school break dance camps. The Fall dance class enrollment is 15% higher than last year at this time. Youth dancers are preparing to perform for the community at the Holiday Bazaar in December.

New Adult Zumba is ongoing and growing (13 in Sept and 16 in Oct)! Line Dance has exceeded expectations. With long waitlist, the instructor moved from the social room to the gym, and class instantly grew from 30 to 57 students for the month of October. The hesitation had been a lack of mirrors in the gym, but they have not been missed so far.

Teen Programs: 27 students joined the first Teen Night of the year for swimming at the pool. October event is scheduled for 10/17 with a spooky Halloween party theme. Youth Council is working on their first project of the school year - SOCKtober! Collection boxes are out at the Community Center, Pool, Library and elementary schools. Our goal is to collect over 200 new pairs of socks by end of the month. Student interns from Two Rivers School have been a great help already this fall organizing spaces after a busy summer, preparing goody bags for the Spooktacular, and sorting basketball league jerseys ahead of the game season.

Outdoor Programs: Trail work party at Tennant Trailhead with 10 hard-working volunteers resulted in cleared drainage areas, removal of debris, and cutting back shrubbery to improve user experience. A second community event is scheduled for October 10th at the Pump Track.

Watershed tours have been a huge success with all three scheduled fall tours full, participants are loving this behind-the-scenes tour, and more people are asking for more dates to go! We are excited to continue this

partnership with CRWEC. Bike adventures were cancelled due to low enrollment, but one of the two teen hikes did go. Walking Club and Stroller Striders have been well attended given the favorable weather so far this season.

Youth Sports: K-2 basketball league begins this month, with 300 young players (registration remains open). Grades 3-12 start in December, registration is open, and school gym space reservation requests are in progress. Snoqualmie Valley Track Club hosted a cross country meet at South Fork Landing on October 5 that brought in 160 runners from 5 teams all around the eastside.

Adult Programs: Indoor open gym attendance has spiked in recent weeks as outdoor pickleball season is coming to an end. Yoga and Sound Healing classes have also experienced increased participation.

Health and wellness: Karate program added 4 more students this month (now at 45). The late addition Dance Fitness class (2 sessions) received 12 registrations for each session with minimal promotional time.

Special Events: 2025 Farmers Market season report is available now online <https://www.siviewpark.org/farmers-market.phtml>. Upcoming events include The Great Si View Spooktacular (formerly Harvest Festival) Oct 25, Family Fun Night featuring “A Zaniac Christmas” Nov 14, and Holiday Bazaar Dec 6.

The Great Si View Spooktacular includes carnival games, haunted house, crafts, pumpkins, photo booth – all around fun. \$1750 in sponsorship support has been secured. Two public sessions are offered; a third session is fully reserved for Snoqualmie Ridge ROA | Homeowners Association. The ROA has pre-purchased 200 tickets for this timeframe and will be providing their own volunteers and prizes.

The holiday bazaar has accepted 42 vendors with a variety of products. We’ll have an entertainment program with performances by local groups. This event also has received new business sponsorship interest!

Remaining 2025 event close out tasks include grant reporting to funders. 2026 event planning is also in progress, specifically planning for sponsorships, and farmers market vendor application updates.

Field Rentals: Most field rentals have ended. Soccer and Fall Baseball will continue to use fields through this month.

Facility Rentals:			Private Rentals	10	10
Meadowbrook	24 - Sept	25 - Sept	Pool	24 - Sept	25 - Sept
Private Rentals	10	8	Private Rentals	7	9
Si View Classes	26	21	Community Center	24 - Sept	25 - Sept
Si View Camps	0	0	Private Rentals	11	22
Unpaid Meetings	3	3	Tollgate Farmhouse	24 - Sept	25 - Sept
Education Programs	2	0	Private Rentals	1	2
South Fork Landing	24 - Sept	25 - Sept			
Private Rentals	4	3			
League Rentals	4	0			
Si View Camps	0	0			

Picnic Shelter 24 - Sept 25 - Sept

Current Leases:

- Tennant Trailhead Park: Kiosk – through 2026
- 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

Aquatics: Session G registration opens Oct 13, priority is given to students enrolled in session F. Drop-in schedules are posted online, one update for October is the cancellation of the evening public swim on Halloween Oct 31.

We are hiring a FT Recreation Coordinator with applications deadline on October 17. The administrative support role will remain open until FT staffing is settled. The seven part-time staff that were hired and trained during the summer are now instructing and lifeguarding on their own. More recently, four new PT staff have been hired and will be taking the lifeguard training course this month. Hiring and training will be ongoing to prepare for the departure of the ten high school seniors that we have on staff. October staff training includes Emergency Action Plan and First Aid. Water Safety Instructor and Lifeguarding Instructor courses will be offered over mid-winter break.

AGENDA ITEM NO 8B
Staff Report

To: Board of Commissioners

From: Kyle Braun, Operations Manager

Date: October 15, 2025

Subject: Operations Report

Capital Projects

- **Admin Building** – Construction is a little behind schedule. Building is progressing, but sitework has encountered some challenges, specifically with the concrete contractor. All of flat work that was poured to date will need to be removed and replaced. The general contractor has let the original sub go and is working to get another on board as soon as possible. This has had a ripple effect with the other work such as paving and landscape. PSE has received the information they need to move forward with design; we are just waiting to hear back on an affirmative work schedule.
- **Maintenance Shop** – Project progressing, site demolition is complete, looking to do concrete flat work for the building this week.
- **Edgewick to SVT Trail** – Bridge portion of the project is completed; we are doing final punch items and will bring for final acceptance approval next meeting.

Si View Community Center, Pool, and Park

- Mow schedule has been reduced for all our parks from 5 days a week, down to three.
- Irrigation has been turned off, and winterization will take place at the beginning of next month.
- We are working on putting our winter task list together for the community center.
- Preparation for the upcoming Spooktacular is ongoing.
- We are working through several logistical challenges with the north entrance being closed, but overall staff morale remains high in anticipation of the new workspace.
- Overall, our summer peak has slowed, and we are catching up on some back burner items.

Tollgate Farm Park

- East fields have been mowed.
- Farmers in the east fields have slowed down production and will likely be ceasing operations for winter.
- Blackberry removal along roads and pathways is ongoing.
- Boardwalk approaches were refreshed with gravel.
- Planning continues for the installation of a walk-in cooler and freezer.
- We have also explored options for a potential agriculture well for the east pasture to lower the cost burden for potential farms.
- Cricket has wrapped up for the season.
- Soccer is currently using the majority of sports fields.

Meadowbrook Farm

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

- Large MX10 mower deck has failed due to stripped drive shaft. We will likely look to surplus at a future meeting. It is beyond economic repair and at the end of its life.
- The surplused orchard tractor was sold to a family orchard in Chelan.
- We purchased a new 15-foot bat wing mower which should be delivered in time for the final mow of the season.
- Interpretive Center will be closed January 12th-16th for interior repairs and renovation.

Torguson Park

- Volunteers are wrapping up work at the climbing wall. We have scheduled an appreciation lunch Tuesday, 10/14 at noon.
- 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.

South Fork Landing Park

- There is a new caretaker at South Fork Landing parks, who started on 10/1.
- We are working with the City of North Bend to decommission one of the old irrigation wells near the old pro shop.