

**CITY OF MONROE**  
**PARK BOARD MINUTES**  
**April 21, 2011**

**Call To Order**

Chairperson Karin Coppernoll called the Park Board meeting to order at 7:02pm in the Parks/Public Works Conference Room.

**Roll Call**

Board Members Present: Karin Coppernoll, Shawna Chamberlain, Ralph Yingling, Bill Kristiansen, Collette Reams

Board Members Absent: Steve Whalen

**Agenda Revisions** – None.

**Approval of Minutes** - The minutes of the regular meeting held on March 17, 2010 were reviewed. Motion was made by Ralph Yingling to approve the minutes and seconded by Shawna Chamberlain. Motion carried unanimously.

**Audience Participation** – None

**Unfinished Business** –None

**New Business** – The draft agenda for the May 19, 2011 regular meeting was discussed. Items to be added to the agenda include a general discussion on a park from the inventory list – *Cedar Grove Park*, and review of *Section 2 of the Park Plan*.

**Staff Reports/Updates** –*Director's Report*- Copies were distributed the Department monthly report to the Board Members. The report included a summary of recent donations to the Parks & Recreation Department for various programs and events including \$700 from the Shimeall family for a bench, \$500 from the Monroe Garden Club for the flower program, \$500 from Allied Waste for the flower program, \$1000 from Walmart for the flower program, \$200 from Sky Valley Little League for athletic field supplies, \$1,600 from Allied Waste to sponsor Movies Under the Moon and \$1,400 in-kind service from Cadman for flood repairs at Sky River Park.

The Director also update the Board on coming events – YMCA Healthy Kids Day, Egg Hunt, start of the Miracle League season and several tournaments. The recreation brochure has been prepared and will be mailed out to over 8,000 residents. The brochure has been expanded in the area of promoting tourism, of which local lodging tax funds are being utilized to support widespread distribution of the brochure.

The Department maintenance staff has completed repairs from the winter flooding at Sky River Park and Al Borlin Park. The staff has also taken over growing the flowers for downtown from the Department of Corrections, which couldn't continue the program this year due to the recent murder at the prison. The Monroe School District allowed use of their greenhouse at Park Place Middle School to accommodate the growing operations. Also reported was the beginning of the

in-house site work and construction of two CIP park shelters – one each at Sky River Park and Lake Tye Park.

**Board Discussion**

*Blueberry Park* - Ralph Yingling and Karin Coppernoll gave a brief overview of the current features and uses of the park including the recent playground replacement. It was noted that there has been increased and good use at the park since the playground replacement. The park serves an important population of the community as it is strategically located in the midst of a large apartment housing neighborhood.

*Review Park Plan elements – Section 1* – The Board reviewed and discussed Section 1 of the current Park Plan Element of the City’s Comprehensive Plan. Karin Coppernoll introduced the key points including the population and demographics, recreation and programs services, the department organization and budget and existing parkland and facilities. A discussion ensued regarding the current population level and demographic trends. Ralph Yingling provided feedback on the School District’s enrollment trends, noting the increased use at the Maltby school. It was noted that the population may not be following the projections in the Plan due to the economic recession. It was also noted that the Department’s organizational chart reflected the staffing level of 2007 and that the Department is currently operating under half of the staffing shown on the org chart.

**Agency Reports**

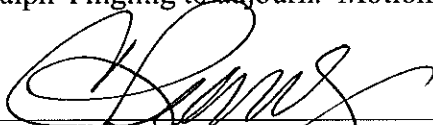
Planning Commission – Bill Kristiansen reported that two planners have recently left the City for new jobs so the City is currently advertising for a Planner Associate position. The City Council is also discussing a new Planning manager position that may have some economic development duties tied to it. The Planning Commission will be hearing the School district’s Capital Facilities Plan, which is a regular requirement for their comprehensive planning.

Monroe School District – No report.

**Adjournment**

Motion by Collette Reams and seconded by Ralph Yingling to adjourn. Motion carried.  
Meeting adjourned at 7:44 pm.

  
Karin Coppernoll, Chairperson

  
Collette Reams, Secretary