

**CITY OF MONROE  
PARK BOARD MINUTES  
August 16, 2012**

**Call To Order**

Chairperson Ralph Yingling called the Park Board meeting to order at 7:00pm in the Parks/Public Works Conference Room.

**Roll Call**

Board Members Present: · Ralph Yingling, Jeff Rasmussen, Steve Whalen, Shawna Chamberlain, Karin Coppernoll, Bill Kristiansen, Collette Reams

Board Members Absent: None

**Agenda Revisions** – None

**Approval of Minutes** - Motion was made by Karin Coppernoll and seconded by Jeff Rasmussen to approve the minutes of the July 19, 2012 meeting. Motion carried unanimously.

**Audience Participation** – None

**Unfinished Business** – Ralph Yingling reported on the status of proposed concept for improvements to the Skate Park at Lake Tye Park. Todd Yingling has met with various skate park enthusiasts for input. He also plans to meet with Aris Williams of Northwest Grind, who is interested in assisting with the project.

**New Business** – *Draft Agenda – September 20* – Director Mike Farrell will give an update on the 2013 preliminary budget and status of Parks department equipment.

**Staff Reports/Updates** – *Director's Report*- Director Mike Farrell reported on special events occurring in the parks and thanked Park Board members who assisted with staffing the department booth at the National Night Out Against Crime. The Fair Days Parade is August 25, Swift Night Out September 8 and the Downtown Flea Market is September 15. A large volunteer service project is being planned for the National Day of Service on September 15, with the Church of Jesus Christ Latter Day Saints committing 50-100 volunteers.

Director Farrell also reported that the two seasonal park staff have been a great help with maintenance and event support operations of the parks. He is planning to request funding seasonal staffing at the same level for 2013.

**Board Discussion** – *Review of Park Plan Element 6* – The Board discussed Section 6 of the Park Plan regarding parks and recreation policies. Karin Coppernoll asked if the policies were in place. Mike Farrell replied that the department follows the guidelines as laid out in the plan, noting that some policies such as programs and services, have department policy specifics like facility use priorities and fee structures, while other policies such as parkland acquisition and facility improvement, can rely on related policy specifics such as the City's Planned Residential Development (PRD) and landscape standards.

The Board also briefly discussed elements of what the next Park Plan Update may include - bond, survey, historical and cultural information, accessibility and volunteerism.

*Review of Park Code Descriptions* – Jeff Rasmussen shared that he has been receiving information from other cities regarding their codes on duties and descriptions of park boards and will share with the Board.

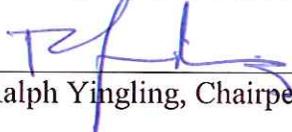
**Agency Reports**

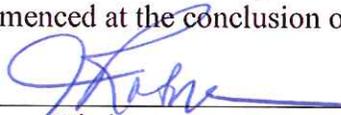
Planning Commission – No report.

Monroe School District – Ralph Yingling reported that the Monroe School District has adopted their CIP plan which covers the next two years. Demographic information provided by Snohomish County stated that it is expected that growth will remain flat through 2017.

**Adjournment**

Motion by Karin Coppernoll and seconded by Collette Reams to adjourn. Motion carried. Meeting adjourned at 8:22 pm. Parks tour commenced at the conclusion of the meeting.

  
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Ralph Yingling, Chairperson

  
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Steve Whalen, Secretary  
*Jeff Rasmussen, Vice Chair*