



City of Monroe, Washington  
Parks & Recreation Department

April, 2021

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## Mission

**Protect and enhance the natural beauty of Monroe through the development of a vibrant system of parks, open space and trails. Provide citizens of all age's positive recreational opportunities in clean, safe and accessible recreation facilities. Enhance health, quality living and the natural environment for future generations.**

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## Department Update

### **Governor's Office COVID-19 Update:**

On January 5, 2021, Governor Inslee announced the [Healthy Washington - Roadmap to Recovery plan](#), which lays out the process to safely reopen Washington state. The plan includes guidance for certain businesses and industries including outdoor recreation activities to help protect Washingtonians and minimize the spread of COVID-19. This plan replaces the Governor's previous Safe Start Reopening Plan

The full Healthy Washington phased chart is available [here](#).

Updated Guidance for Sports, Recreation and Fitness:

- [Fitness and Training](#)
- [Outdoor Recreation](#)
- [Water Recreation](#)
- [Sporting Activities: recreational, K-12, higher education and professional](#)
- [Racing: non-motorized and motorized](#)
- [Golf](#)

To find more information about City Operations during the COVID 19 pandemic visit go [here](#).

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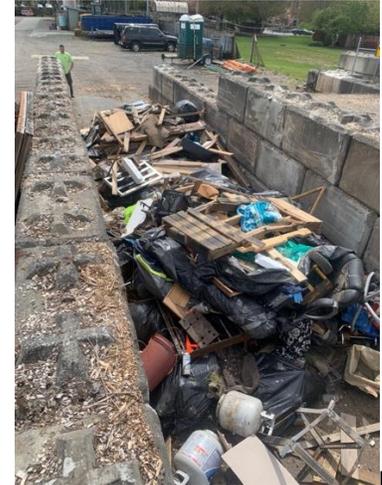
### **Operations**

In April, Parks Department Crew members have been continuing to perform regular tasks such as field prep and maintenance, pressure washing, cleaning, trail inspections, garbage/camp clean-up and mowing. In addition, the Parks crew has been performing trail maintenance at Al Borlin, including grading existing trails, and adding new gravel.



Left: Trail Maintenance at Al Borlin Park. Right: Camp removed at Al Borlin Park

The Parks crew has been working on upgrading the lighting for the VFW flagpole at Lake Tye. A new electrical service panel will provide consistent power to new flood lights that will replace the existing solar panel-controlled lights. Lastly, on April 27, the Parks Department crew teamed up with BNSF Railroad and the Monroe Police Department to vacate, break down and clean up an encampment located east of Monroe within Al Borlin Park, along BNSF right of way. Approximately 30 yards of debris was removed during the operation.



Left: Crew member Mike Thomas works on the upgrading the VFW Flagpole at Lake Tye Park. Middle and Left: Parks Department crew teamed up with BNSF Railroad and the Mon

Lastly, the crew aiding the contractor at Lake Tye with field locates. The irrigation mainline point of connection was found at five feet below grade. The new irrigation mainline will be brought up to two feet below grade and will supply irrigation for natural grass areas around the synthetic field as well as continuing to supply irrigation to Field #2.

## Arbor Day Tree Planting

On April 30th in honor of Arbor Day, and Earth Day, while following social distancing, the City of Monroe held a virtual ceremony. Ceremony speakers included Mayor Geoffrey Thomas, Congresswoman Suzan DelBene, Councilmember Heather Rousey, Park Board representative Tami Kinney and Monroe Garden Club representative Diane Carlson. During the ceremony, Congresswoman Suzan DelBene presented Mayor Geoffrey Thomas with the Tree City USA Growth Award. The Growth Award is presented by the Arbor Day Foundation to participating Tree City USA communities that demonstrate higher levels of tree care and community engagement during the calendar year. The City of Monroe is receiving the Growth Award for creating and implementing Heritage and Living Christmas Tree Donation Programs. Then as a conclusion for the ceremony, the city is fortunate to have had a Katsura tree donated from a group of gardening friends in honor of the Monroe Garden Club planted. To watch the virtual ceremony, visit the City's Facebook page.



Left: Congresswoman Suzan DelBene speaks. Right: (from left to right) Congresswoman Suzan DelBene, Councilmember Heather Rousey, Mayor Geoffrey Thomas, Park Board representative Tammy Kinney, Monroe Garden Club representative Diane Carlson.

## Lake Tye All-Weather Lighted Fields Project Update

Construction work to date by A-1 Landscaping, Inc contractor includes completion of excavation to subgrade, installation of storm drainage, irrigation point of connection light pole foundations, concrete curbs, and electrical trenching/piping. Current activities include installing concrete flat work areas, base aggregate under-surfacing, installation of light [poles and fixtures and electrical wiring. The project is on schedule, with anticipated completion by September.

This community high-priority parks capital project will renovate two natural grass, single sport-use, unlighted fields, originally built in 1996, to all-synthetic, LED-lighted multipurpose fields, permitting year-round extended competitive play and practice for baseball, softball, soccer, lacrosse, football, and rugby. It will improve the capacity, diversity of use and accessibility of two fields at our signature community park.

When the project is completed by this fall, we intend to make access available to the public as much as is practical and that protects our community's \$4 million investment. We intend to

allow appropriate incidental uses, if such use does not interfere with any scheduled uses, field maintenance, field closures, or negatively affects the integrity of the new facility. Incidental use would be defined as, but not limited to, walking along pathways adjacent to the fields, non-organized, non-league use such as playing catch with balls or frisbee's, kite flying, or informal pick-up games of soccer, football, and softball among friends. As with other athletic fields, pets will not be allowed on the fields, as well as specific restrictions unique to protecting the function of the synthetic turf surface such as no food or drink, spiked shoes, bicycles, etc. We will post rules at the site.



Left: Week 9 progress. Right: New LED lighting

### **Parks, Recreation, and Open Space (PROS) Plan Update**

As this project moves from the inventory phase to the strategy phase, a second Joint Park Board/Planning Commission Zoom meeting was held on Monday, April 26, 2021. Discussion centered on policies and priorities, with a PRESENTATION on needs & opportunities (ATTACHED TO THIS REPORT), followed by discussion on vision, goals, and objectives. Public input opportunities in shaping the goals and strategies of the plan will continue in the form of website and social media posts announcing virtual focus groups/town hall prioritization activities to be scheduled later this spring. Please visit the [PROS Plan Update project web page](#) to view information about the project, planning process, meeting & document library and to join our mailing list or contact us.



### **City Parks Unmarked Trails Inspections**

In 2017, a weekly maintenance monitoring emphasis by park staff was initiated on unmarked trails at Al Borlin and Sky River Parks to identify and resolve, in cooperation with our Police Department,

any unlawful encampments that may occur in City parks. Attached is the comprehensive data from 2017 to the present. The following is a summary of data for the past month:

**Locations: Al Borlin Park, BNSF Tracks**

DATE	TOTAL LABOR HOURS	# BAGS OF LITTER COLLECTED	NOTES
4/8	7	12	1 Camp found at Al Borlin Park. Police Contacted.
4/21	0	0	
4/22	8.5	0	
4/27	20.5	0	Worked with BNSF to clean tens along active tracks.
<b>Avg.</b>	<b>9</b>	<b>3</b>	
			See attached Parks Homeless Response Data 2017- 2020

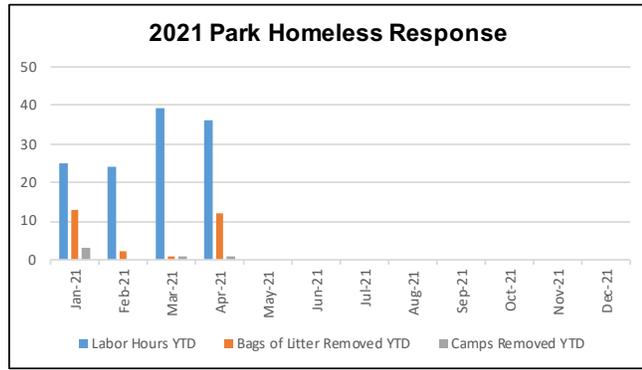
**Volunteer Opportunities**

Due to COVID-19 the City of Monroe’s volunteering has been temporarily suspended. If you have any questions or would like additional information, please contact Katie Darrow at (360) 863-4519.

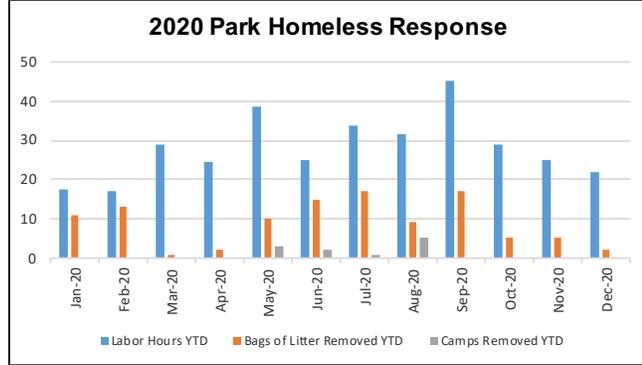
Visit the City website [www.monroewa.gov](http://www.monroewa.gov) for information on upcoming programs and events.

## 2018-2021 Park Homelessness Response

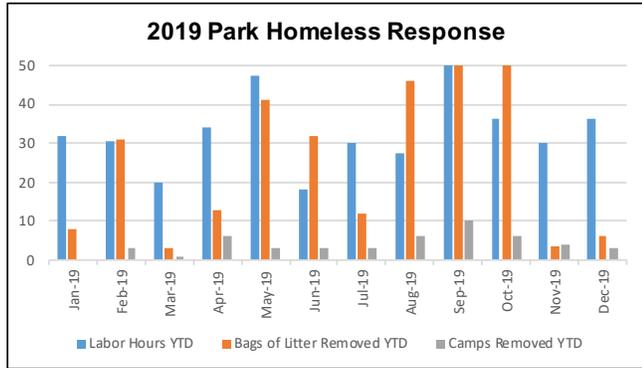
	Labor Hours YTD	Removed YTD	Camps Removed YTD
Jan-21	25	13	3
Feb-21	24	2	0
Mar-21	39.5	1	1
Apr-21	36	12	1
May-21			
Jun-21			
Jul-21			
Aug-21			
Sep-21			
Oct-21			
Nov-21			
Dec-21			
<b>Total 2021</b>	<b>124.5</b>	<b>28</b>	<b>5</b>



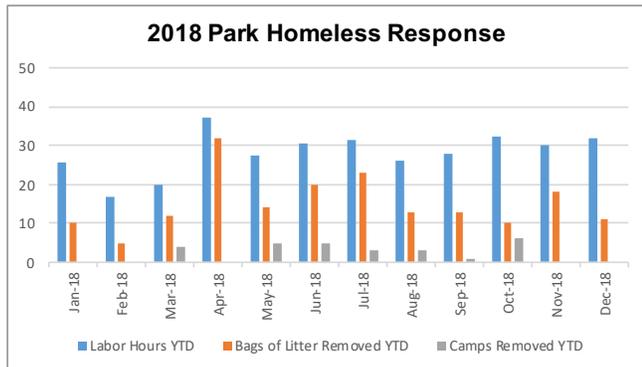
	Labor Hours YTD	Removed YTD	Camps Removed YTD
Jan-20	17.5	11	0
Feb-20	17	13	0
Mar-20	29	1	0
Apr-20	24.5	2	0
May-20	38.5	10	3
Jun-20	25	15	2
Jul-20	34	17	1
Aug-20	31.5	9	5
Sep-20	45	17	0
Oct-20	29	5	0
Nov-20	25	5	0
Dec-20	22	2	0
<b>Total 2020</b>	<b>338</b>	<b>107</b>	<b>11</b>



	Labor Hours YTD	Removed YTD	Camps Removed YTD
Jan-19	32	8	0
Feb-19	30.5	31	3
Mar-19	20	3	1
Apr-19	34	13	6
May-19	47.5	41	3
Jun-19	18	32	3
Jul-19	30	12	3
Aug-19	27.5	46	6
Sep-19	57	77	10
Oct-19	36.5	97	6
Nov-19	30	3.5	4
Dec-19	36.5	6	3
<b>Total 2019</b>	<b>399.5</b>	<b>369.5</b>	<b>48</b>



	Labor Hours YTD	Removed YTD	Camps Removed YTD
Jan-18	25.5	10	0
Feb-18	17	5	0
Mar-18	20	12	4
Apr-18	37	32	0
May-18	27.5	14	5
Jun-18	30.5	20	5
Jul-18	31.5	23	3
Aug-18	26	13	3
Sep-18	28	13	1
Oct-18	32.5	10	6
Nov-18	30	18	0
Dec-18	32	11	0
<b>Total 2018</b>	<b>337.5</b>	<b>181</b>	<b>27</b>





# MONROE PLANNING COMMISSION

Regular Meeting  
Monday, April 26, 2021, 5:00 PM  
Zoom Online Meeting Platform

**Chair**  
Jay Bull

**Commissioners**  
Bridgette Tuttle, Vice Chair;  
Kyle Fisher; Elly Britt;  
Dionne Miller, Liz Nugent;  
& Mike Stanger

## MINUTES

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### 1. CALL TO ORDER

Chair Bull called the meeting to order at 7:03pm

### 2. ROLL CALL

**PRESENT:** Commissioner Dionne Miller, Commissioner Liz Nugent, Chair Jay Bull, Commissioner Kyle Fisher, and Commissioner Elly Britt

**EXCUSED:** Vice Chair Bridgette Tuttle and Commissioner Michael Stanger

**STAFF PRESENT:** Permit Technician Leigh Anne Barr, Community Development Director Ben Swanson, Parks & Recreation Director Mike Farrell, Events & Tourism Coordinator Katie Darrow, and Senior Planner Anita Marrero

### PARKS BOARD

**PRESENT:** Board Member Tami Kinney, Board Member Ron Petrick, Board Member Keith Dahlenburg & Board Member Jessie Robinson

**EXCUSED:** Board Member Devlin Piplick

Commissioner Fisher and Board Member Daniel Enrico arrived to the meeting at 5:15pm

### 3. PUBLIC COMMENTS

### 4. APPROVAL OF MINUTES

### 5. PUBLIC HEARING

**6. OLD BUSINESS**

**7. NEW BUSINESS**

**7.1. Parks, Recreation & Open Space Update**

Parks Director Mike Farrell introduced the consultants that have been working on the Parks, Recreation & Open Space (PROS) Plan update.

Brice Maryman with MIG explained that city staff have given some insight on how city parks are used today and how they could be used in the future. MIG used this information to guide their update of the PROS Plan.

Cindy Mendoza, Director of Parks and Recreation at MIG, has been leading the project for the City of Monroe. Director Mendoza gave a presentation that included a planning process update, outreach highlights and park and recreation needs and opportunities.

Director Mendoza then lead the Commissioners and Board Members in a discussion with an electronic "jam board" about Needs and Opportunities, Values and Vision and ending with Goals and Objectives.

**8. DISCUSSION BY COMMISISONERS & STAFF**

**9. ADJOURNMENT**

Commissioner Dionne Miller moved to adjourn at 6:34pm. The motion was seconded by Commissioner Liz Nugent. On vote, motion carried 5-0.

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Chair, Jay Bull

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Planning Commission Secretary, Leigh Anne Barr