



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.

Department Update

Operations

Parks and Recreation Department team members have been busy this winter with daily recreation use of our park's facilities and athletic fields, as well as scheduled maintenance, park improvements such as landscape winterization and repair work on facilities, equipment, and landscaped areas. In addition, the City of Monroe's parks maintenance team are relocating two benches along the path at Lake Tye. Due to a combination of erosion and vandalism (removing the rockery around them on the lake side). They will be relocated in the general vicinity, along the trail, to a location that is more safe and secure for the integrity of the benches and safety of park users. This project will be completed within the first few weeks in February.

In January, the department welcomed its newest member, Sierra Bradley, we welcome her to the Parks and Recreation maintenance team.



Parks crew member Sierra Bradley works to repair the existing location of a bench.

Volunteer Day of Service on Martin Luther King Jr. Day

Community member Peggy Zimmerman donated #80 trees to be donated in our City Parks. The Kiwanis Club of Monroe and the Monroe/Sky Valley Family YMCA partnered with the City to organize a volunteer day of service on Martin Luther King Jr. Day to plant the trees. Over 25 volunteers helped plant these trees around Lake Tye and at Al Borlin Park. We thank all the volunteers and the local organizations for helping to keep our parks green.



Volunteer group at Al Borlin Park.

Parks, Recreation & Open Space (PROS) Plan Update

Planning Commission held a public hearing on the PROS Plan and amendments to Chapter 7 of the 2015 -2035 Comprehensive Plan on January 24, 2020. City Council will review the Planning Commission's recommendation and the proposed amendments at their regular business meeting on February 8, 2022.

The park impact fees associated with the development of the PROS Plan were reviewed by the Finance and Human Resources Committee on December 14, 2021 and January 18, 2022. The park impact fees are a separate agenda item from the PROS Plan and will be reviewed by the Council at the February 1, 2022 study session.

Remaining schedule to adoption of the Plan include:

PROS Plan and amendments to Chapter 7

- February 8, 2022 - City Council holds the first reading on the proposed amendments to Chapter 7 of the comp plan and draft PROS Plan
- February 22, 2022 - City Council takes final action on the proposed amendments to Chapter 7 of the comp plan and draft PROS Plan

Park Impact Fees

- February 1, 2022 – City Council reviews proposed impact fees
- February 8, 2022 - City Council holds the first reading on proposed amendment to the park impact fees.

- February 22, 2022 - City Council takes final action on the proposed amendment to the park impact fees

The proposed PROS Plan must be adopted by February 28, 2022, to be eligible for 2022-2023 Recreation and Conservation Office (RCO) grant cycle.



Monroe Park Board

The Monroe Park Board met on January 20, 2022. Items discussed were:

- Proposed amendments to Chapter 4.50 Monroe Municipal Code (MMC) – Park Board. If approved by the City Council, the proposed amendments would create seven at large member and remove outdated provisions from the code
- The Mayor’s presentation of the newly adopted Imagine Monroe
- State mandated training in accordance with the Open Government Trainings Act and the Public Records Act.
- Park Board 2021 Annual Report
- Updates to proposed House Bill 1025 that would allow a sales tax to fund parks in local jurisdictions
- Update to the North Hill Area Neighborhood Park

Attached to this document are minutes of the December 16, 2021 Park Board meeting.

North Hill Area Neighborhood Park – Design Workshop

On January 26, 2022, the City held a virtual design workshop for the North Hill Area Neighborhood Park. The purpose of the workshop was to provide the public an overview of the existing site conditions and gather input on preferred amenities and features to include in the park design.

Approximately 36 attendees actively participated in the workshop by responding to design options and asking questions. A dominate theme was the desire to keep a portion of the future park undeveloped. Many participants expressed the value of open space an otherwise developed neighborhood.

Using the feedback from the January meeting, the City’s consultants will develop three conceptual park layouts for review and feedback at the next outreach meeting in February.

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: Sky River Park

DATE	TOTAL LABOR HOURS	# BAGS OF LITTER COLLECTED	NOTES
1/4	0	0	
1/11	20	12	Sky River Park: 1 old camp found.
1/18	3	0	
Avg.	7.66	4	
			See attached Parks Homeless Response Data 2019- 2022

Volunteer Opportunities

If you are interested in volunteering for the City of Monroe, please contact Katie Darrow at (360) 863-4519. Visit the City website www.monroewa.gov for information on upcoming programs and events.

**CITY OF MONROE
PARKS & RECREATION BOARD REGULAR
MEETING MINUTES**

December 16, 2021

7:00 p.m.

via Zoom Meeting

CALL TO ORDER

Chairperson Kinney called the Park Board meeting to order at 7:04 pm, via Zoom online meeting platform.

ROLL CALL

Board Members Present: Tami Kinney, Keith Dahlenburg, Jessie Robinson, Ron Petrick.
Board Members Absent: Devlin Piplic, Daniel Enrico, Kyle Fisher

AGENDA REVISIONS – None.

APPROVE MINUTES

Motion was made by Board Member Robinson, seconded by Board Member Petrick, to approve the October 21, 2021 minutes. Motion carried 4-0. Motion was made by Board Member Robinson, seconded by Board Member Petrick, to approve draft November 15, 2021 Joint Planning Commission/Park Board meeting minutes. Motion carried 4-0.

AUDIENCE PARTICIPATION – None.

UNFINISHED BUSINESS – None

NEW BUSINESS

1. 2022 Work Plan

The Board reviewed the 2022 Work Plan. Suggested revisions include adding more park tour dates between April and September and adding November for Living Christmas Tree Program noticing. Motion by Board Member Robinson, seconded by Board Member Dahlenburg to approve 2022 Work Plan with revisions. Motion carried 4-0.

2. Public Video System (PVS) Policy

The Board reviewed and recommended that Monroe City Council approve new City Public Video System (PVS) Policy. Policy establishes parameters for the use of the PVS in public or city-owned places to enhance public safety and security in a manner consistent with accepted rights of privacy. Motion by Board Member Dahlenburg, seconded by Board Member Robinson to recommend the Monroe City Council approve the PVS Policy. Motion carried 4-0.

STAFF REPORTS/UPDATES

1. Monthly Staff Reports for October and November were provided by the Director of Parks and Recreation, Mike Farrell. Highlights of the reports included recap of Kaci Edelbrock 5k run and dedication of donated statue, park flooding closures and repairs, Light Up Monroe event and holiday decorations and PROS Plan updated timeline for adoption of the plan in February 2022.

BOARD Reports/Updates - Board Members and staff recognized the service of Board Members Kinney and Fisher and wished them well in their upcoming service as City Councilmembers.

AGENCY REPORTS

Planning Commission – No report.

Monroe School District- No report.

**Accommodations for people with disabilities will be provided upon request.
Please allow advance notice, call Mike Farrell (360) 863-4557.**

**CITY OF MONROE
PARKS & RECREATION BOARD REGULAR
MEETING MINUTES**

ADJOURNMENT – Board Member Dahlenburg motioned to adjourn and Board Member Petrick seconded, motion carried and meeting adjourned at 7:47 PM.

Tami Kinney, Chairperson

Daniel Enrico, Secretary

January 20, 2022

TO: Monroe City Council

FROM Monroe Park Board

2021 Annual Report

The Monroe Park Board respectfully submits the following summary of its work and activity for 2021:

Administration

- **2022 Work Plan** – Prepared annual work plan for 2022 to present to City Council

Capital Projects

- **Grant Applications** – Supported staff RCO State grant application for acquisition funding for a North Hill Park. \$1 million grant was awarded.
- **Lake Tye All Weather Fields Construction** – Reviewed and discussed staff updates, toured facility under construction in July 2021, attended grand opening in August.
- **N. Hill Neighborhood Park** – Reviewed and supported purchase and sale agreement to purchase future park site; supported staff RCO grant application.

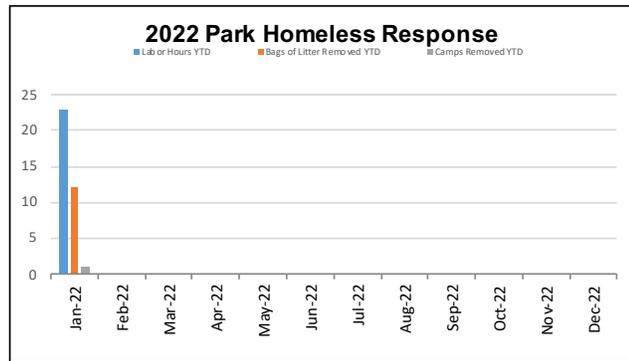
Tourism/Planning

- **6-year CIP** - Reviewed and supported Park 6-year CIP
- **PROS Plan Update** – Reviewed and supported consultant selection for PROS Plan Update; participated in two joint meetings with Planning Commission to assist with reviews of needs assessment, vision framework and strategic goals of the Plan. Recommended draft Plan be reviewed by Council.
- **Park COVID-19 Response** – Reviewed and discussed staff updates
- **City Gateway, Wayfinding and Park Entry Signage Plan**- Reviewed preliminary drafts, provided feedback and endorsed final revisions for City gateway, wayfinding and park entry signage design plan
- **Monroe Heritage Tree Walk and Living Christmas Tree Programs** – Reviewed and accepted Heritage tree nominations. Recommended creation of donated trees listing and map.
- **Earth and Arbor Day** - Supported Earth Day & Arbor Day Proclamation and virtual tree-planting
- **Tree City USA** – support efforts to successfully earn 'Tree City USA' renewal and Growth Award

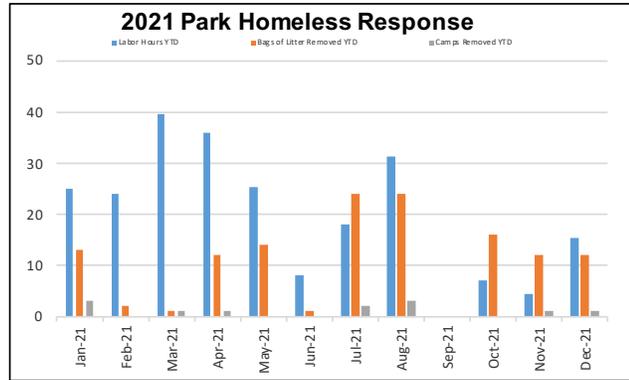
Citywide Initiatives/Partnerships

- **Monroe Economic Development Analysis Discussion** – reviewed and provided comment on discussion draft.
- **ARPA Funding Discussion** – provided input for ARPA funding plan including representation on application review committee.
- **Imagine Monroe Survey Results** – provided comment on survey results.
- **Skykomish – Snohomish River Recreation Plan Interpretation and Wayfinding**– Reviewed and supported wayfinding and interpretive project commencement.

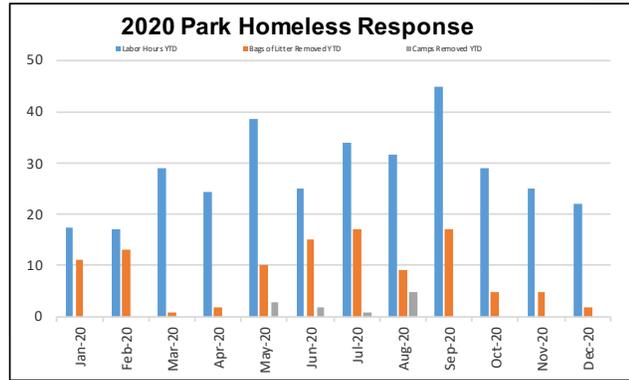
	Labor Hours YTD	Bags of Litter Removed YTD	Camps Removed YTD
Jan-22	23	12	1
Feb-22			
Mar-22			
Apr-22			
May-22			
Jun-22			
Jul-22			
Aug-22			
Sep-22			
Oct-22			
Nov-22			
Dec-22			
Total 2022	23	12	1



	Labor Hours YTD	Bags of Litter 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	25.5	14	0
Jun-21	8	1	0
Jul-21	18	24	2
Aug-21	31.5	24	3
Sep-21	0	0	0
Oct-21	7	16	0
Nov-21	4.5	12	1
Dec-21	15.5	12	1
Total 2021	234.5	131	12



	Labor Hours YTD	Bags of Litter 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
Total 2020	338	107	11



	Labor Hours YTD	Bags of Litter 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
Total 2019	399.5	369.5	48

