



Mission

Protecting and enhancing the natural beauty of Monroe through the development of a vibrant system of parks, open space, and trails. Providing residents of all ages positive opportunities for recreation and social gathering in clean, safe, accessible, and inclusive facilities and green spaces. Enhancing health, quality of living, and the natural environment for present and future generations.

Department Update

Operations

The Parks Department spent the month of January working on getting facilities prepared and equipment maintenance completed before the busy season begins. The crew has installed gates at Trombley Park and replace broken fences for easier public access. They have also limbed up portions of the property to prep for a contracted fence installation project. Events have begun and the crew has been working to get those areas cleaned up in preparation for event season. The crew has been working to finish cleanup from the fall season and winter storms and battling vandalism repairs. See below for a monthly summary of vandalism incidents from January.



Chase Payseno clearing debris at Lewis St. Park



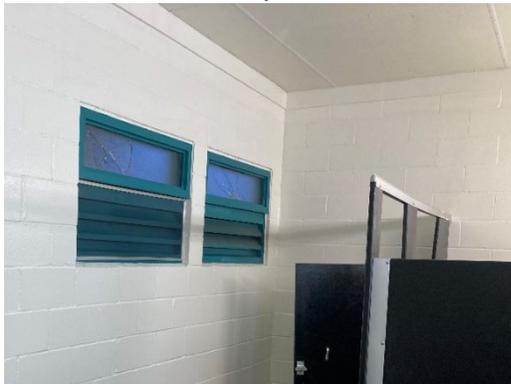
Dan Pestana & Alyssa Tidwell removing fallen trees at Al Borlin Park

Vandalism Report

We experienced a high volume of vandalism in January. In an effort to make the public more aware of incidents, below is a compilation of occurrences within City Parks with a breakdown of the occurrence date, location, description of incident, and the estimated costs and time to repair:

Incident / Discovery Date	Location	Description	Est. Cost (Labor & Materials)	Est. Time to Repair / Clean
1/3/2023	Tester Roundabout	Tire ruts in grass	Unknown at this time	Unknown at this time
1/17/2023	Fryelands Blvd Median	Car crash – debris & tree damage	\$265	2 hours
1/17/2023	Lake Tye Men’s Restroom	Graffiti & broken windows	\$40	15 mins
1/17/2023	Tester Roundabout	Tire ruts in grass	Unknown at this time	Unknown at this time
1/20/2023	Lewis St. Boat Launch	Graffiti	\$50	30 mins
1/20/2023	Sky River Shelter #1	Graffiti	\$75	1 hour
1/24/2023	Lake Tye Men’s Restroom	Graffiti	\$55	30 mins
1/24/2023	Lewis St. Pedestrian Bridge	Graffiti	\$120	2 hours

The Parks Department has been using Snohomish County Citizen Crime Reporting, an online police reporting system within Snohomish County. SNO911 reports are routed and housed with the Monroe Police Department. Please call 911 if you witness any acts of vandalism.



Broken windows in Lake Tye men’s restroom



Graffiti at Al Borlin Park entrance

Public Video System (PVS)

The installation of 2 cameras at Lake Tye has been completed. Police will now be able to monitor the live feed as needed and check footage for recent incidents.

The main camera is located at the synthetic turf fields and the buddy camera is at the skate park



Volunteer Opportunities

If you are interested in volunteering for the City of Monroe, please contact Makenna Ohlsen at (360) 863-4559. Visit the City website www.monroewa.gov for information on upcoming programs and events.

Joint Partnership with Snohomish County – Winter Dog Park

The City of Monroe has partnered with Snohomish County and the Evergreen State Fair Park to open a Winter Dog Park. This is a pilot project that will run January 9th – February 28th, open dawn to dusk, located in the covered Judging Arena #606. More information can be found on the County’s Website: www.evergreenfair.org/293. All feedback from the community on social media has been positive. Users are appreciative of this covered location during the wet winter months. If you haven’t been, go check it out before February 28th!



January Events

The 11th annual **Jayme Biendl Memorial 5k Walk/Run** on the 22nd was a success! Thank you to all of the community members and sponsors that came together in memory of Officer Jayme Biendl. For the first time since pre-pandemic, the participants were able to return to the Monroe Correctional Complex as part of the event course. Participation numbers have slowly been increasing since the shut-down and organizers are hopeful that the 2024 event will reach, if not surpass, pre-pandemic participation numbers.

The Monroe/Sky Valley Family YMCA and the Kiwanis Club of Monroe came together to organize a **MLK Day of Service** on January 16th. Volunteers gathered in the morning at the YMCA, signed in, received a t-shirt and donuts, then dispersed to Whales Street Park and Currie View Park where they worked together to spread playground chips. After completing the project, volunteers were welcomed back to the YMCA for lunch. Thank you to both groups for organizing this event and for all the members of our community who volunteered their time.



MLK Day of Service volunteers



Jayme Biendl 5k participants

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 2019 to the present. The following is a summary of data for the past month:

Locations: Stanton Trail, Al Borlin, & Sky River

DATE	TOTAL LABOR HOURS	# BAGS OF LITTER COLLECTED	NOTES
1/24	8.5	8	2 camps found at Stanton Trail, 1.5 truckloads of materials
1/24	11.5	7	1 camp found at Al Borlin, 1.5 truckloads of materials
1/24	3	3	No camps at Sky River
Avg.	7.6	6	
			See attached Parks Homeless Response Data 2019- 2023

Monroe Park Board

The Monroe Park Board met on Thursday, January 19, 2023. Presentations from City Staff included:

- Imagine Monroe – Mayor Thomas
- Brand Project Update – Deborah Knight
- Budget 101 – Becky Hasart

The Park Board approved the 2023 Park Board Work Plan and the 2022 Annual Report (attached). Also attached to this report are the approved October 20, 2022 Meeting Minutes.

The next Park Board meeting is scheduled for Thursday, February 16, 2023 at 7:00pm.



Monroe Park Board Work Plan 2023-24

Task	Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Administration													
Review/Revise Athletic Field Policy	Review draft amendments; make recommendation to Council(2023)			X	X								
Amend Code Park & Special Events	Review draft amendments; make recommendation to Council(2023)			X	X	X							
Park Board - Work Plan	Set annual work plan; recommend to Council; actualize	X											X
Park Tours	On-site park tours						X	X					
Community Outreach/Events/Ceremonies	Participate/sign up - Events/ground-breakings/ribbon-cuttings				X				X			X	X
Park Funding Priorities	Support/recommendations to address growth impacts to parks							X	X				
Parks Legislative Priorities	Support/recommend regional recreation initiatives (TBD)												
Capital Improvement Projects (CIP)													
Park Playground Renovation (Blueberry Park)	Review/Recommend concept to Council (2023)			X	X	X							
Park Play Facility Renovation (Loc. TBD)	Review/Recommend concept to Council (2024)			X	X	X							
Pickleball Play Facilites/Court Resurfacing	Review/Recommend plan to Council (2023)		X	X	X								
Cadman Property Transfer Agreement	Support execution of Cadman Prpoerty Transfer Agmt												
Grant Applications	Support grant applications for parks projects (TBD)												
Tourism													
Public Art or Donations	Support/recommend donations as occur (2023)												
Living Christmas Tree Program	Promote Living Christmas Tree program donations/plant in parks	X											X
Marketing Plan	Review plan/ support			X	X								
Special events	Review marketing materials/Support events			X									
Park planning													
Riverfront Master Plan	Review/Input; recommendation to Council (1/23-12/24)												
Trail System Master Plan	Review/Input; recommendation to Council (1/23-12/24)												
Downtown Public Plaza Festival Lot	Review/Input; recommendation to Council (1/24-12/24)												
Comp Plan Update	Particiapte/support (2024)												
Trombley Park Site Plan Development	Review/input; recommendation to Council (1/23-12/24)												
Partnerships													
Regional Recreation/Tourism Partnerships	Support/recommend regional recreation initiatives (TBD)												
Heritage Tree recognition/Arbor Day programs	Review/support heritage tree recognition, Arbor Day program	X	X	X	X								
Local Recreation Partnerships	Support local recreation initiatives (TBD)												
East County PR District Partnership	Support/assist ECPRD partnership as needed (TBD)												
Adopt A Park and Volunteer Program	Review/support existing and new partnerships (TBD)												

January 19, 2023

TO: Monroe City Council

FROM Monroe Park Board

2022 Annual Report

The Monroe Park Board respectfully submits the following summary of its work and activity for 2022:

Administration

- **2023 Work Plan** – Prepared annual work plan for 2023 to present to City Council
- **Park Field & Facilities Use Fees** – Reviewed and provided a recommendation on fees to ensure the City is comparable to surrounding jurisdictions

Capital Projects

- **Grant Applications** – Supported staff RCO State grant applications for development funding for a Trombley Park and the development of a trail plan
- **Public Video System (PVS)** – Reviewed and supported the PVS policy responsible for the installation and future installation of a PVS at Lewis Street Park and Lake Tye Park
- **Lewis Street Boat Launch Signage** – Reviewed and supported Forterra grant for the acquisition and installation of wayfinding and regulatory signage at the boat launch

Tourism/Planning

- **6-year CIP** - Reviewed and supported Park 6-year CIP
- **PROS Plan Update** – Reviewed and supported the adoption of the PROS Plan and associated amendments to Chapter 7 of the City's Comprehensive Plan
- **Earth and Arbor Day** - Supported Earth Day & Arbor Day Proclamation and tree-planting
- **Tree City USA** – support efforts to successfully earn 'Tree City USA' renewal and Growth Award
- **Code Amendments** – Reviewed and recommended amendments to Chapter 4.50 MMC – Park Board to increase opportunities for residents to serve on Park Board
- **Online Picnic Shelter Reservation System** – reviewed and provided recommendations on the implementing the City's online picnic shelter reservation system
- **Trombley Park** - Recommended that the North Hill Area Park property become formally named as Trombley Park

Citywide Initiatives/Partnerships

- **Winter Dog Park** – Supported the Snohomish County Fairgrounds and City partnership to develop a winter dog park pilot program
- **ARPA Funding Discussion** – provided input for ARPA funding plan including representation on application review committee
- **Comprehensive Plan Update** – initiated parks and recreation update for the City's 2024 Comprehensive Plan
- **Washington State Invasive Species Council (WSISC)**– Coordinated with WSISC on current threats to the local ecosystems from invasive species



MONROE PARK BOARD

Park Board Meeting
Thursday, October 20, 2022, 7:00 PM
Hybrid: Zoom Online Meeting Platform & In-Person at City Hall

Park Board Members
Jessie Robinson, Chair
Keith Dahlenburg, Member
Amy Martin, Member
Mariana Medina, Member
Ron Petrick, Member

MINUTES

1. CALL TO ORDER

Chairperson Robinson called the Park Board meeting to order at 7:01pm, hybrid via Zoom and in-person at Monroe Council Chambers.

2. ROLL CALL

<input checked="" type="checkbox"/>	Jessie Robinson	Chairperson
<input checked="" type="checkbox"/>	Amy Martin	Board Member
<input checked="" type="checkbox"/>	Keith Dahlenburg	Board Member
<input checked="" type="checkbox"/>	Brady Welever	Board Member
<input checked="" type="checkbox"/>	Ron Petrick	Board Member
<input checked="" type="checkbox"/>	Mariana Medina	Board Member
<input type="checkbox"/>	Scot Noel	Board Member

Board Member Scot Noel was absent.

Chair Robinson extended a welcome to new Board Member, Brady Welever, who then introduced himself.

3. ANNOUNCEMENTS/PRESENTATIONS

3.1. OPMA & PRA Overview - *Jodi Wycoff, City Clerk*

A presentation was given on the subjects of Open Public Meetings Act and the Public Records Act.

4. APPROVAL OF MINUTES

4.1. Motion was made by Board Member Martin, seconded by Board Member Petrick to approve the September 15, 2022 minutes. Motion carried 6-0.

5. PUBLIC COMMENTS

Planning Commissioner Blair introduced herself to the Board and informed them that she was nominated by the Planning Commission to regularly attend Park Board meetings to take notes and share information back to the Commission.

6. NEW BUSINESS

6.1. Park Field & Facilities Use Fees - *Ben Swanson*

Staff Ben Swanson and Mike Farrell presented the agenda bill to the Board and answered questions. Motion was read by Chair Robinson, seconded by Board Member Petrick to recommend to the Monroe City Council across the board Park Fee increases of CPI (10.1%) as presented. Motion carried 6-0.

7. STAFF/DEPARTMENT REPORTS

7.1. Parks Department Report - *Ben Swanson*

Detailed information is in the agenda packet.

7.2. Community Development Department Report - *Ben Swanson*

Detailed information is in the agenda packet.

8. ADJOURNMENT

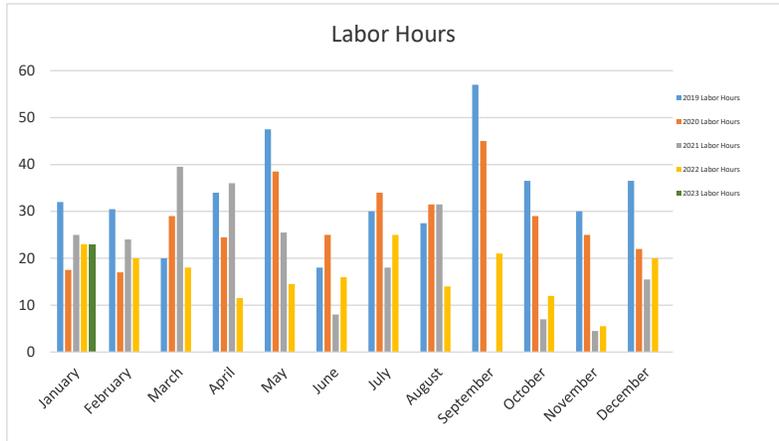
8.1. Chair Robinson motioned to adjourn and Board Member Martin seconded. Motion passed 6-0 and the meeting was adjourned at 8:49pm.

Jessie R. Robinson

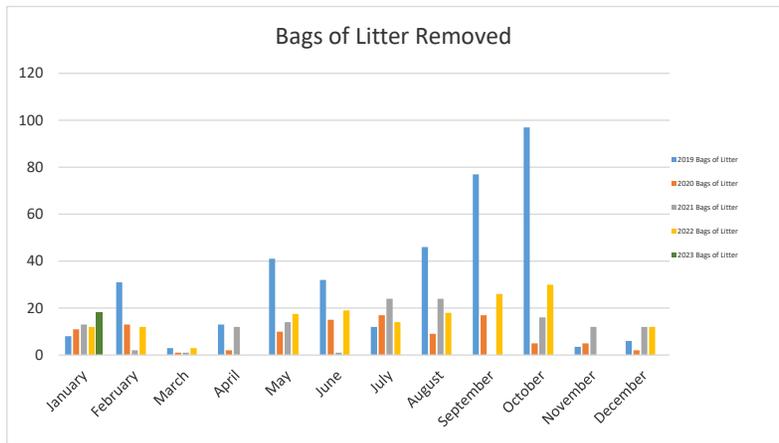
Chairperson

Parks Homeless Response Data 2023

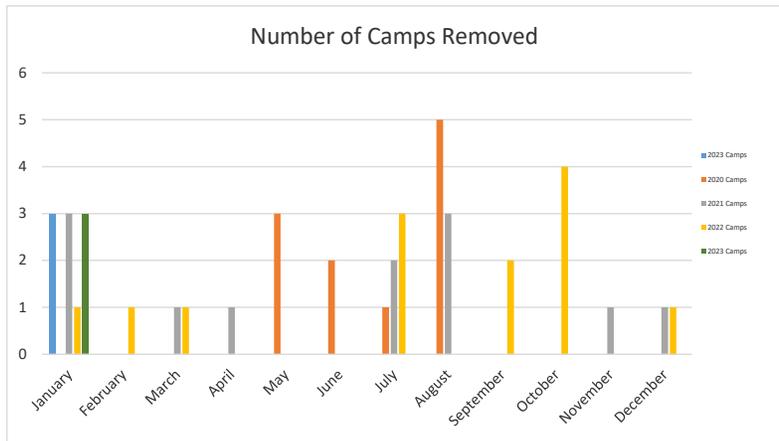
	Labor Hours YTD	Bags of Litter Removed YTD	Camps Removed YTD
Jan-23	23	18	3
Feb-23			
Mar-23			
Apr-23			
May-23			
Jun-23			
Jul-23			
Aug-23			
Sep-23			
Oct-23			
Nov-23			
Dec-23			
Total 2023	23	18	3



	Labor Hours YTD	Bags of Litter Removed YTD	Camps Removed YTD
Jan-22	23	12	1
Feb-22	20	12	1
Mar-22	18	3	1
Apr-22	11.5	0	0
May-22	14.5	17.5	0
Jun-22	16	19	0
Jul-22	25	14	3
Aug-22	14	18	0
Sep-22	21	26	2
Oct-22	12	30	4
Nov-22	5.5	0	0
Dec-22	20	12	1
Total 2022	200.5	163.5	13



	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



2019 & 2020 data is shown only on the graphs. If you would like the full data breakdown, please reach out to Makenna Ohlsen, mohlsen@monroewa.gov