**CITY OF MONROE**
**PARK BOARD MINUTES**
**August 25, 2016**

**Call To Order**
Chairperson Steve Whalen called the Park Board meeting to order at 7:02pm in the Parks/Public Works Conference Room.

**Roll Call**
Board Members Present: Steve Whalen, Karin Coppernoll, Shawna Chamberlain, Tami Kinney
Board Members Absent: Lara Ramey, Devlin Piplic, Bridgette Tuttle

**Agenda Revisions** – Motion made by Karin Coppernoll and seconded by Shawna Chamberlain to add Fair Advisory Board discussion to New Business. Motion carried unanimously.

**Approval of Minutes** - Motion was made by Tami Kinney and seconded by Shawna Chamberlain to approve the corrected minutes of the June 16, 2016 meeting. Motion carried unanimously.

**Audience Participation** – None

**Unfinished Business** – None

**New Business** – *Smoking/Vaping in City Parks* – Mayor Geoffrey Thomas, who was in attendance, gave a background on the Monroe Community Coalition's presentation to the Monroe City Council including a requesting consideration of a smoking and vaping ban in city parks, where the Council decided to refer to the Park Board for further review and recommendation. The Board reviewed information including the 2003 City Proclamation for tobacco-free parks in Monroe, examples from other cities ranging from administrative policies and procedures to resolutions and ordinances and discussed options.

During discussion it was generally agreed that smoking in the parks has not been an issue, has not generated significant complaints, however all agreed that the signage was in need of being refreshed and updated to cover vaping as well as tobacco smoke. The Board noted a recent study provided by the Snohomish Health District that indicated approximately 22% of the adult population in Monroe are smokers. The Board favored an administrative policy to discourage smoking and vaping in the parks, with enforcement through voluntary compliance, signage and awareness education similar to the City of Burien example.

Motion made by Steve Whalen and seconded by Karin Coppernoll to recommend to staff, Mayor and City Council to adopt an administrative policy of no smoking or vaping in Monroe City parks. Motion passed unanimously. It was also the consensus of the Board to support refreshing the signage regarding no smoking/vaping in the parks.

*Portable Performance Stage* – Director Farrell gave a background on the budgeted CIP project to design and construct improvements to the Lake Tye building to function more as a clamshell for performances and as part of the project to reconfigure the direction of the concessions portion of the building to mainly face north. He reported that the project has not gotten underway, and that, in the meantime, Mayor Thomas introduced exploring the option of purchasing a mobile stage similar to what other entities utilize. Benefits include being able to move it from location to location. Director Farrell explained that there are issues with constructing improvements to the building due to it facing west toward the setting sun causing sound distortion issues including putting stringed instruments out of tune, and feedback from performers

not be happy facing the sun such as Shakespeare in the Park and numerous bands. The issues would be difficult to remedy on the building as it faces the wrong direction.

Director Farrell shared his research of the mobile stage option that included contacting the company representative for information and pricing and visiting the City of Duvall's mobile stage unit that has been in operation for 50 years and is now being looked into for replacement. A possible visit to Bainbridge to view their recently-purchased mobile stage is in discussion and he invited the Board to join him if possible. Discussion ensued covering the benefits of purchasing a Wenger Showmobile-type mobile stage that included its portability, acoustics, hydraulic stage leveling feature, roof for weather and shade and options including sound, lighting, stage extensions, skirting and a hydraulic lift for stage equipment and ADA performer access. Its versatility for multiple locations and configurations opens up possibilities for uses at other events such as Egg Hunt, NNOAC, Fair Days Parade, LightUp Monroe, Swift Night Out and for different uses such as ground-breaking/ribbon-cutting ceremonies, for various performances by rock bands, singers, choirs, orchestras, actors (Shakespeare), for MC, DJ and dancing performers. Staff also solicited feedback from the Monroe Arts Council, Monroe Concert Band and Last Leaf Productions (Shakespeare), who were all in favor of pursuing the mobile stage option.

Director Farrell shared that staff were reviewing whether it qualified for REET funding and will present the option to the City Council for consideration. The estimated budget for purchasing a mobile stage is $150,000, which is $100,000 less than the total budget for the Lake Tye building project and if implemented the unspent funds could be re-prioritized toward other projects in the park plan or toward a new project.

Motion made by Karin Coppernoll and seconded by Tami Kinney to recommend that the city Council consider purchase of a Showmobile-type mobile stage with a hydraulic lift in lieu of constructing a clamshell improvement to the building at Lake Tye. Motion passed unanimously.

*Fair Advisory Board Discussion* – Mayor Thomas shared that he discussed with the Chair and Vice Chair that he supports finding ways to improve the relationship between the City and Fairgrounds and that one way could be if a Park Board member attend the Fair Advisory Board meetings, which are held on the second Tuesday of each month. He then explained the functions of the Fair Advisory Board and shared that the Chair and Vice Chair of that board felt that it would be a good idea for someone from Monroe to attend, not as a board member but as an attendee to listen and have opportunities to weigh-in on subjects on occasion as asked by the board. He explained that, since city Council meetings are held on Tuesdays, City staff, the Mayor and City Council cannot attend and it would be ideal if a Park Board member could attend and report back to the Board on things. If something rises to the level that the Mayor and Council should be made aware of, staff could relay it to them.

Discussion ensued with all thinking that it was a good idea and expressed interest, but were not sure of their availability to commit. The consensus of the Board was to continue to look into it and discuss again at the next Board meeting.

**Staff Reports/Updates** – Director Farrell distributed a written department report with updates including the Pro Wakeboard event, music concerts in the park, the Skate Park construction and grand opening and the Julie V. Morris Community Garden. He also reported on attending the Sky to Sound River Trail Committee's open house in Everett, and showed design examples of the tourism-branded banners that will be purchased through an awarded Snohomish County LTAC grant and event fencing and barricades that were recently purchased through an awarded Snohomish County TPA grant.

Mayor Thomas updated the Board on H3O. He shared that H3O sent a request to the City Council for an extension of time as the current agreement is valid through September 8, 2016 and the City Council denied the request.

**Board Discussion** – *Chair/Vice Chair meeting with Mayor Geoffrey Thomas* – Mayor Thomas described that he recently met with the Chair and Vice-Chair of the Park Board and that he intends to continue to meeting regularly with them to touch bases as well as the Planning Commission Chair and Vice-Chair. Staff then discussed the Code provisions regarding Park Board attendance and noted that they are reaching out to one of the Board members per the policy and that there may be a Board vacancy. The Mayor asked the Board if they believe that the School Board and Planning Commission representative positions were of value to the Board and the Board affirmed that the positions bring strong value to the Board.

*Skatepark Rules* – Director Farrell shared that he was asked by Board member Tami Kinney to share reasoning behind the skate park rules as they relate to bicycling as she had been asked by a citizen and wanted to be able to respond. He shared that the rules are the same for the new facility as they had previously been for the old one. Bicycles can cause much greater damage to the skate park surfaces and a warranty issue currently exists. Grindline Skateparks, Inc., who designed and constructed the new facility informed the city that if bicycles were allowed on the new skate park that it would void the warranty, which is for one year. Another issue that exists regarding bicycles and the skate park is of Liability. The City's insurance carrier, WCIA, has advised the City against allowing a mix of users that include bicycles due to the severity of potential collisions. He noted that, while bicycles are not allowed in the skate park, they have been in the skate park in the past (not enforced) and will likely show up at the new skate park as well. If after the warranty expires on the new skate park facility, the Board could consider bicycle rule in the skate park but would still need to consider and account for the liability issue.

Director Farrell was asked if lighting was being considered for the skate park and he stated that there are no plans at this time. He encouraged the Board to continue to engage members of the community and let them know that the park plan is updated every 6 years and that public input is sought for park project priorities.

The Board commented that they like the new skate park, especially how inviting it looks and the added fence openings on both sides of the facility.

**Agency Reports**- *Planning Commission* –None *School District* – None

**Adjournment**
Motion by Karin Coppernoll and seconded by Tami Kinney to adjourn. Motion carried. Meeting adjourned at 8:55 pm.

Karin Coppernoll
Steve Whalen, Chairperson

Shawna Chamberlain
Shawna Chamberlain, Secretary