

MONROE CITY COUNCIL

Regular Business Meeting
January 26, 2016, 7:00 P.M.

Council Chambers, City Hall
806 W Main Street, Monroe, WA 98272

AGENDA

Call To Order

Roll Call

Pledge Of Allegiance

1. Councilmember Cudaback

Comments From Citizens

[This time is set aside for members of the audience to speak to the City Council on any issue related to the City of Monroe; except any quasi-judicial matter subject to a public hearing. **Please sign in prior to the meeting; testimony is limited to 5 minutes per speaker.**]

Consent Agenda

1. Approval of the Minutes; January 19, 2016, Regular Business Meeting

Documents: [MCC Minutes 20160119.pdf](#)

New Business

1. AB16-013: Discussion: Strategic Financial Planning

Documents: [AB16-013_Discussion_Strategic Financial Planning.pdf](#)

Councilmember Reports

Staff/ Department Reports

Mayor/ Administrative Reports

1. Monroe This Week (January 22, 2016, Edition No. 3)

Documents: [20160126 MR1 Monroe This Week Edition 3.pdf](#)

2. Lobbyist Report (Greenlight Strategies)

Documents: [20160126 AR2_Lobbyist Report_Green Light Strategies.pdf](#)

3. Draft Agenda for February 2, 2016, Regular Business Meeting

Executive Session

If needed.

Adjournment

Majority vote to extend past 10:00 p.m.

THE CITY COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS

AGENDA

Accommodations for people with disabilities will be provided upon request. Please call City Hall at 360-794-7400. Please allow one-week advance notice.

CALL TO ORDER, ROLL CALL AND PLEDGE

The January 19, 2016, Regular Business Meeting of the Monroe City Council was called to order by Mayor Thomas at 7:00 p.m.; Council Chambers, City Hall.

Councilmembers present: Cudaback, Davis, Gamble, Hanford, Kamp¹, Rasmussen, and Scarboro.

Staff members present: Brazel, Feilberg, Ginnard, Nelson, Osaki, and Smoot.

The Pledge of Allegiance was led by Councilmember Hanford.

ANNOUNCEMENTS AND PRESENTATIONS

1. Recognition of Service: K9 Jet

Deputy Police Chief Ken Ginnard recognized Police K9 Officer Jet for his service as a drug detection dog with the Monroe Police Department, reviewed Officer Jet's history with the department, and presented Officer Joe Stark, Officer Jet's current handler, with a plaque. Officer Jet is retired from service and will continue to live with Officer Stark.

2. Presentation: Land Sales Update (J. Lanford)

Ms. Jane Lanford, Newmark Grubb Knight Frank, provided an update on land sales and current market rates/values.

3. AB16-008: Confirmation of Appointment (Salary Commission – A. Sellers)

Mayor Thomas reviewed the application, interview and selection process for the appointment of Ms. Ashley Sellers to the Salary Commission, and requested Council's confirmation of this appointment.

Councilmember Hanford moved to confirm the Mayor's appointment of Ashley Sellers to the Salary Commission; the motion was seconded by Councilmember Rasmussen. On vote;

Motion carried (6-0).

City Clerk Elizabeth Smoot administered the Oath of Office for Ms. Sellers.

COMMENTS FROM CITIZENS

There were no persons present wishing to address City Council.

¹ CLERK'S NOTE: Councilmember Kamp arrived at approximately 7:44 p.m. during New Business #1, AB16-012.

CONSENT AGENDA

1. Approval of the Minutes; January 12, 2016, Regular Business Meeting
2. Approval of AP Checks and ACH Payments (*For 2015 invoices: Check Nos. 86481 through 86587, 86601 through 86635, and ACH Payments in a total amount of \$1,097,480.04; and for 2016 invoices: Check Nos. 86588 through 86600, 86636 through 86643, and ACH Payments in a total amount of \$863,502.43*)
3. AB16-009: Authorize the Preparation of Plans and Specifications for the 2016 Capital Improvement Projects and Solicitation of Bids
4. AB16-010: Ordinance No. 001/2016, Columbia Crossing Final Plat/PRD; Final Reading

Councilmember Rasmussen moved to approve the Consent Agenda; the motion was seconded by Councilmember Cudaback. On vote,
Motion carried (6-0).

City Clerk Smoot read Ordinance No. 001/2016 into the record:

Ordinance No. 001/2016 - an ordinance of the City of Monroe, Washington, approving the final plat for the Columbia Crossing Subdivision (FP2015-02); setting forth supportive findings; providing for severability; and fixing a time when the same shall become effective.

UNFINISHED BUSINESS

1. AB16-011: Appoint 2016 City Representative to French Creek Flood Control District Joint Board; and Assign 2016 City Council Committees

Mr. Gene Brazel, City Administrator, provided background information on AB16-011 and the selection of City representatives for the French Creek Joint Board and City Council Committees.

General discussion ensued regarding the French Creek Control Board position, dates/times of meetings, and general function of the Board. There was general consensus of Council to offer reappointment to Councilmember Kamp, upon arrival. Discussion continued regarding City Council Committee preferences.

Councilmember Rasmussen moved to assign Councilmembers Davis, Hanford, and Kamp to the 2016 Legislative Affairs Committee; the motion was seconded by Councilmember Gamble. On vote,
Motion carried (6-0).

Councilmember Cudaback moved to assign Councilmembers Rasmussen and Scarboro to the 2016 Transportation and Planning, Public Works, Parks and Recreation, and Public Safety Committee; the motion was seconded by Councilmember Davis. On vote,
Motion carried (6-0).

Councilmember Gamble moved to assign Councilmembers Cudaback, Gamble, and Hanford to the 2016 Finance and Human Resources Committee; the motion was seconded by Councilmember Davis. On vote,
Motion carried (6-0).

NEW BUSINESS

1. AB16-012: Water Service Request (Edelbrock)

Mr. Brad Feilberg, Public Works Director, provided background information on AB16-012, the Edelbrock water service request, and action options.

General discussion ensued regarding current code language and potential amendments, action options, costs to the requestor, and water service in the immediate area.

Councilmember Cudaback moved to require the extension of the watermain to the north side of the existing driveway until such time as subdivision of the property occurs when the watermain shall be extended to the north property line; the motion was seconded by Councilmember Hanford. On vote,

Motion carried (7-0).

COUNCILMEMBER REPORTS

Councilmember Scarboro commented on his first few weeks in office.

Councilmember Gamble wished all a 'happy new year,' welcomed Councilmember Scarboro, and commented on Monroe Youth Basketball.

Councilmember Davis commented on the forthcoming year, and welcomed Councilmember Scarboro.

Councilmember Kamp was offered reappointment to the French Creek Joint Board; and accepted.

Councilmember Gamble moved to appoint Councilmember Kamp as representative to the French Creek Flood Control District Joint Board; the motion was seconded by Councilmember Davis. On vote,

Motion carried (7-0).

Councilmember Rasmussen commented on the Seattle Seahawks Rally held at Lake Tye Park the previous week, and reported on the Snohomish County Board of Health.

Councilmember Cudaback commented on the Seahawks Rally.

Councilmember Hanford commented on the Seahawks Rally.

STAFF/DEPARTMENT REPORTS

Mr. David Osaki, Community Development Director, reported on the East Monroe Growth Management Hearing Board's compliance hearing, set for January 20, 2016, 10:30 a.m., at the Duvall Library.

Ms. Dianne Nelson, Finance Director, reported on a recent meeting with Republic Services regarding the garbage contract.

1. Lobbyist Report²

Mr. Brazel noted information in the agenda packet provided by Green Light Strategies, the City's Lobbying Firm, regarding proposed bills of interest to the City, and a listing of the bills currently being monitored.

MAYOR/ADMINISTRATIVE REPORTS

1. Monroe This Week (*January 8, 2016, Edition No. 1*)

Mayor Thomas reported on meetings held and events attended the previous week, including the Seahawks Rally and SR522 efforts, and noted upcoming events.

2. Draft Agenda for January 26, 2016, Regular Business Meeting

Mr. Brazel reviewed the draft agenda for the January 26, 2016, Monroe City Council Regular Business Meeting, the extended agenda, and additions/edits thereto. General discussion ensued regarding strategic planning, the 2016 Work Plan, and commencement of Council Committees in February 2016.

ADJOURNMENT

There being no further business, the motion was made by Councilmember Hanford and seconded by Councilmember Gamble to adjourn the meeting. On vote,
Motion carried (7-0).

MEETING ADJOURNED: 8:17 p.m.

Geoffrey Thomas, Mayor

Elizabeth M. Smoot, MMC, City Clerk

Minutes approved at the Regular Business Meeting of January 26, 2016.

² CLERK'S NOTE: This item was addressed out of order at the time of the meeting.



MONROE CITY COUNCIL

Agenda Bill No. 16-013

TITLE:	<i>Discussion: Strategic Financial Planning</i>
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
01/26/2016	Finance	Dianne Nelson	Mayor Thomas	New Business #1

Discussion: 01/26/2016

- Attachments:**
1. 2016 Financial Planning Presentation
 2. General Fund Five-Year Forecast
 3. Revenue Comparison Per Capita
 4. Usage of Banked Capacity Comparison

REQUESTED ACTION: Discuss long-term funding of desired level of service and capital projects.

DESCRIPTION/BACKGROUND

The annual budget process generally looks at only one year of the City's finances. The purpose of this discussion is for City Council to consider the City's finances for the next five years. We will discuss three categories: operations, capital, and revenues.

This discussion will cover these three items:

1. What level of service would the Council like to provide based on community input?
2. What non-utility capital projects would the Council like to pursue?
3. How would the Council like to fund these levels of service and capital projects based on the financial options available?

IMPACT – BUDGET

N/A

TIME CONSTRAINTS

Prior to June 2016, when staff begins work on the 2017 budget.

Levels of Service Improvements from Community Input

Level of Service Improvements <i>(services not currently provided)</i>	<u>Accountant duties:</u> outside oversight on financial statements, as directed by the state auditors; direct tracking of: money collected from business licenses, individual impact fees (only totals are being tracked), MVET revenues dedicated to paths/trail, monitoring of budget line items for compliance. <u>Finance Director duties:</u> long-term goals, strategic budgeting, and monitoring tasks required by state auditor.
Position	Accountant
Annual Cost	\$115,000

Level of Service Improvements <i>(services not currently provided)</i>	<u>Deputy City Clerk duties:</u> fully trained/certified back-up to the City Clerk; public disclosure request specialist; and Hearing Examiner administration (<i>currently Planning</i>). <u>City Clerk duties:</u> increase time spent on city-wide records management (archiving, microfilming, destruction past retention; and assist with file management planning); staff/elected/appointed official training (public disclosure, records management, open public meetings act); special projects (update public disclosure policy, public defense survey/management; assisting with code update; electronic document management system purchase/implementation; Council Chambers upgrades; etc.)
Position	Deputy City Clerk
Annual Cost	\$100,000

Level of Service Improvements <i>(services not currently provided)</i>	<u>Timely</u> respond to customer code enforcement complaints (which are not immediate life safety issues); on-going citywide code enforcement and education (e.g. signs); provide additional staff to assist with processing simpler land use permits (demand has increased).
Position	Code Enforcement Position
Annual Cost	\$100,000

Level of Service Improvements <i>(services not currently provided)</i>	<u>Timely</u> processing of building and land use permits, and public disclosure request fulfillment (demand has increased).
Position	Permit Tech (<i>increase from 70 hrs/month to full time</i>)
Annual Cost	\$80,000

Level of Service Improvements <i>(services not currently provided)</i>	Address park operations maintenance delays in service (due to new facilities and increased use), lowered standards of maintenance, and hindered development and supervision of employees.
Position	Parks Supervisor
Annual Cost	\$107,134

Level of Service Improvements <i>(services not currently provided)</i>	Timely repairs to broken equipment and facilities, acts of vandalism, and deterrence of transient encampments; increase attention to pesticide spraying program and playground maintenance program (especially with new Skate Park features); additional staffing needed due to new facilities and increased use.
Position	Parks Maintenance Worker II
Annual Cost	\$93,139

Level of Service Improvements <i>(services not currently provided)</i>	Timely repairs to broken equipment and facilities, acts of vandalism, and deterrence of transient encampments; additional staffing needed due to new facilities and increased use.
Position	Parks Seasonal Workers
Annual Cost	\$93,139

Level of Service Improvements <i>(services not currently provided)</i>	<u>Police Officer duties:</u> increase minimum staffing from three to four officers responding to calls for service at any given time; decrease use of outside agency assistance; and decrease response times.
Position	Police Officer (two positions)
Annual Cost	\$165,000* *Remainder will be paid from the 0.1% sales tax.

Major Revenue Sources

<u>Revenue</u>	<u>Annual Amount (Approx.)</u>	<u>Restrictions & Uses</u>
Property Taxes – Regular Levy	\$2,031,543	Can be used for any government related activity; considered most stable & reliable revenue stream
Property Taxes – Banked Capacity	\$1,142,246	One-time money that can be used incrementally for any government related activity; no vote required from the public
Property Taxes – Voted Excess Levy	Unlimited	Must be used for purposes stated in ballot that voters approve
Sales Taxes – General	\$4,349,396	Can be used for any government related activity; extremely volatile revenue stream dependent on economic factors both local and national
Utility Taxes	\$2,025,618	Can be used for any government related activity
PUD Privilege Tax	\$92,000	Can be used for any government related activity
Sales Tax Mitigation from State	\$133,000	Can be used for any government related activity
Admissions Tax	\$135,000	Can be used for any government related activity
General Obligation (GO) Bonds – voted	< \$36,653,783	Can be used for any government or utility-related activity; must be used for purpose stated on voters ballot
General Obligation (GO) Bonds – councilmanic (non-voted)	< \$20,336,270	Can be used for any government related activity
Sales Taxes – From County	\$283,604	Restricted for police activities
Sales Taxes – Public Safety Local Levy	\$368,675	Restricted for police activities
Liquor Excise Tax	\$77,569	Restricted for police activities
Liquor Profits	\$150,586	Restricted for police activities
Sales Taxes – Traffic Benefit District (TBD) Local Levy	\$700,000	Restricted for street capital maintenance
Real Estate Excise Tax 1 (REET 1)	\$250,000	Can be used for any municipal capital project that is in the comp plan; includes debt service for a capital project
Real Estate Excise Tax 2 (REET 2)	\$250,000	Restricted to any parks or streets capital project that is in the comp plan; includes debt service for a capital project
Park Impact Fees	\$175,000	Restricted to growth-related park projects
Street Impact Fees	\$238,000	Restricted to growth-related street projects
State Local Option Capital Asset Lending (LOCAL) Program	varies	Can be used for the purchase of any government equipment or real estate project
Monthly Utility Bills	\$16,045,125	Restricted to any utility-related activity
Utility Capital Fees	\$801,920	Restricted to any utility-related capital project
Revenue Bonds	varies	Restricted to any utility-related project or activity; debt paid from utility revenues only

Notes on the Major Revenue Sources

The Revenues in green do not have restrictions on their use. The City is currently utilizing these revenues in full (except for the debt options). So if any of these revenues are to be used for something else/new, then decisions must be made as to what services will be cut to cover the new use.

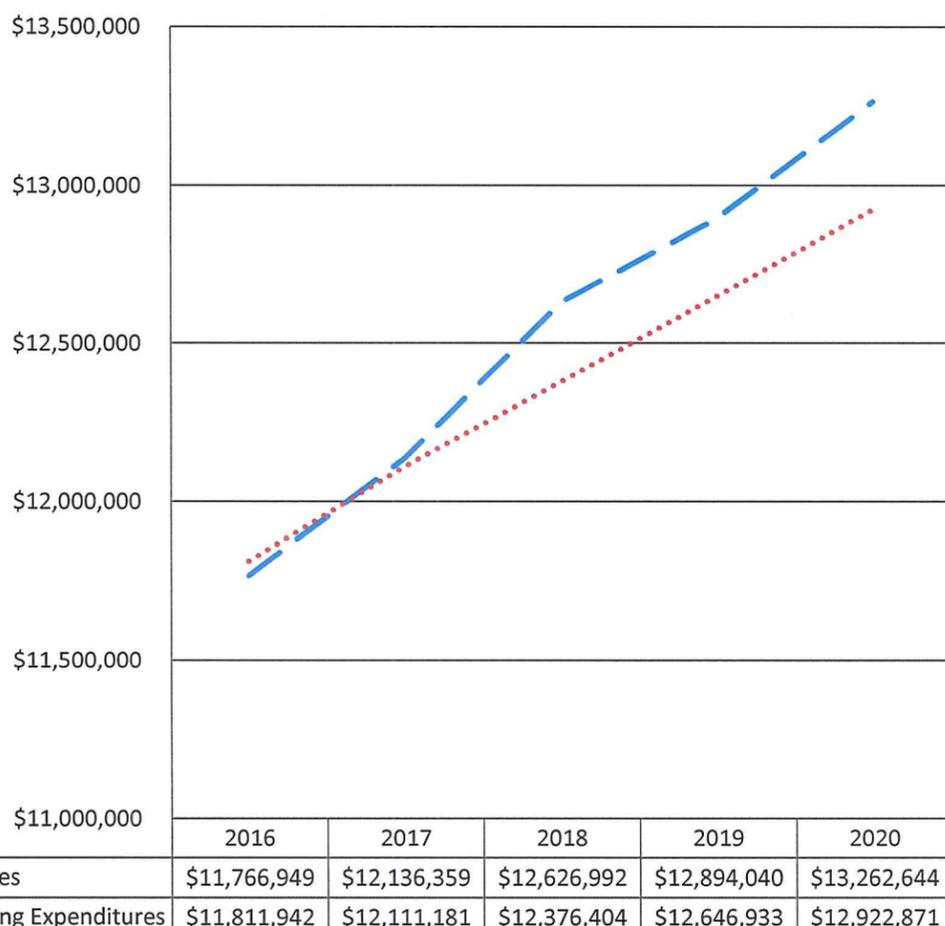
Revenues in blue are restricted for police activity.

Revenues in violet are restricted for capital project purposes.

Revenues in orange are restricted for utility purposes.

GENERAL FUND 5 YEAR FORECAST										
	2016 Budget		2017		2018		2019		2020	
Beginning Fund Balance	\$ 2,488,209		\$ 2,287,760		\$ 2,312,938		\$ 2,363,526		\$ 2,410,633	
Revenues										
Property Tax Revenue	\$ 2,031,543	1.00%	\$ 2,051,852	0.84%	\$ 2,069,113	0.79%	\$ 2,085,547	0.75%	\$ 2,101,198	
Sales Tax Revenues	\$ 5,001,675	5.38%	\$ 5,270,722	4.94%	\$ 5,531,321	4.60%	\$ 5,785,577	4.60%	\$ 6,051,554	
Utility Tax Revenues	\$ 2,025,618	2.50%	\$ 2,076,258	2.50%	\$ 2,128,165	2.50%	\$ 2,181,369	2.50%	\$ 2,235,903	
Other Tax Revenue	\$ 177,726	0.87%	\$ 179,270	2.13%	\$ 183,095	2.12%	\$ 186,977	2.11%	\$ 190,917	
Licenses & Permits	\$ 467,800	16.75%	\$ 546,156	14.36%	\$ 624,579	-7.45%	\$ 578,071	0.62%	\$ 581,632	
Intergovernmental	\$ 549,315	5.85%	\$ 581,446	0.02%	\$ 581,542	0.09%	\$ 582,089	0.17%	\$ 583,074	
Charges for Services	\$ 1,098,831	1.62%	\$ 1,116,611	6.53%	\$ 1,189,568	-1.72%	\$ 1,169,109	1.49%	\$ 1,186,491	
Fines & Forfeitures	\$ 266,340	1.76%	\$ 271,025	1.71%	\$ 275,665	1.72%	\$ 280,414	2.00%	\$ 286,022	
Interest, Rentals & Other	\$ 42,101	2.18%	\$ 43,019	2.15%	\$ 43,943	2.15%	\$ 44,887	2.15%	\$ 45,853	
Transfers In	\$ 106,000		\$ -		\$ -		\$ -		\$ -	
Total Revenues	\$ 11,766,949	3.14%	\$ 12,136,359	4.04%	\$ 12,626,992	2.11%	\$ 12,894,040	2.86%	\$ 13,262,644	
Expenditures										
Salaries	\$ 6,132,141	2.98%	\$ 6,314,784	2.32%	\$ 6,461,079	2.31%	\$ 6,610,301	2.30%	\$ 6,762,507	
Payroll Taxes & Benefits	\$ 2,435,796	2.12%	\$ 2,487,512	2.12%	\$ 2,540,262	2.12%	\$ 2,594,067	2.12%	\$ 2,648,949	
Supplies	\$ 133,736	2.00%	\$ 136,411	2.00%	\$ 139,139	2.00%	\$ 141,922	2.00%	\$ 144,760	
Services/Charges	\$ 3,045,586	2.00%	\$ 3,106,498	2.00%	\$ 3,168,628	2.00%	\$ 3,232,000	2.00%	\$ 3,296,640	
Intergovernmental/Taxes	\$ 64,683	2.00%	\$ 65,977	2.00%	\$ 67,296	2.00%	\$ 68,642	2.00%	\$ 70,015	
Total Operating Expenditures	\$ 11,811,942	2.53%	\$ 12,111,181	2.19%	\$ 12,376,404	2.19%	\$ 12,646,933	2.18%	\$ 12,922,871	
Underexpenditures	\$ -		\$ -		\$ -		\$ -		\$ -	
Net OPERATING Revenues/Expend.	\$ (44,993)		\$ 25,178		\$ 250,588		\$ 247,108		\$ 339,773	
One-Time Expenditures	\$ 155,456									
Transfers to Contingency Fund	\$ -		\$ -		\$ 200,000		\$ 200,000		\$ 300,000	
Total Expenditures	\$ 11,967,398	1.20%	\$ 12,111,181	3.84%	\$ 12,576,404	2.15%	\$ 12,846,933	2.93%	\$ 13,222,871	
Net Revenues/Expenditures	\$ (200,449)		\$ 25,178		\$ 50,588		\$ 47,108		\$ 39,773	
Undesignated Fund Balance	\$ 73,120		\$ 47,427		\$ 52,927		\$ 54,045		\$ 46,908	
Restricted for Emergencies	\$ 2,008,030		\$ 2,058,901		\$ 2,103,989		\$ 2,149,979		\$ 2,196,888	
Restricted for Public Safety	\$ 206,610		\$ 206,610		\$ 206,610		\$ 206,610		\$ 206,610	
Ending Fund Balance*	\$ 2,287,760		\$ 2,312,938		\$ 2,363,526		\$ 2,410,633		\$ 2,450,406	
*must always be more than restricted fund balances										
Note: Road Maintenance paid in Street Fund from TBD 0.2% sales tax, state fuel tax, and solid waste franchise fees										
Contingency Fund:										
Beginning Balance	\$ 327,458		\$ 290,458		\$ 293,458		\$ 496,458		\$ 699,458	
Transfers In	\$ -		\$ -		\$ 200,000		\$ 200,000		\$ 300,000	
Interest Revenue	\$ 3,000		\$ 3,000		\$ 3,000		\$ 3,000		\$ 3,000	
Downtown Arts & Events Grants	\$ 15,000									
Downtown Main Street Program	\$ 25,000									
Ending Balance	\$ 290,458		\$ 293,458		\$ 496,458		\$ 699,458		\$ 1,002,458	
Reserve Policy Goal	\$ 944,955		\$ 968,894		\$ 990,112		\$ 1,011,755		\$ 1,033,830	

General Fund 5 Year Forecast



2013 Tax Revenue Comparison Per Capita																		
	Mountlake									Lake Forest								
	Monroe	Arlington	Edmonds	Everett	Lake Stevens	Lynnwood	Marysville	Mill Creek	Terrace	Bothell	Covington	Duvall	Kenmore	Kirkland	Park	Redmond	Woodinville	Bonney Lake
Population	17,660	18,360	39,950	104,900	29,170	36,030	62,600	18,780	20,530	41,630	18,480	7,325	21,370	82,590	12,750	57,700	11,240	18,520
County	Snohomish	Snohomish	Snohomish	Snohomish	Snohomish	Snohomish	Snohomish	Snohomish	Snohomish	King	King	King	King	King	King	King	King	Pierce
Property Tax (311)	\$ 1,984,538	\$ 2,464,431	\$ 13,564,946	\$ 18,555,535	\$ 2,627,328	\$ 8,897,973	\$ 15,253,573	\$ 6,464,783	\$ 4,061,377	\$ 9,798,806	\$ 2,278,336	\$ 908,193	\$ 4,286,383	\$ 16,429,671	\$ 2,888,723	\$ 22,764,886	\$ 2,944,279	\$ 2,635,753
Sales Tax (313)	\$ 3,695,207	\$ 3,548,159	\$ 6,018,989	\$ 23,744,021	\$ 2,556,907	\$ 17,680,052	\$ 9,693,793	\$ 2,494,719	\$ 2,013,857	\$ 10,191,639	\$ 3,212,881	\$ 812,424	\$ 2,151,640	\$ 21,934,039	\$ 1,003,126	\$ 21,566,307	\$ 4,775,496	\$ 3,580,705
Business Taxes (316 includes)	\$ 1,999,454	\$ 2,815,100	\$ 6,485,822	\$ 30,659,994	\$ 1,558,108	\$ 6,506,743	\$ 5,723,720	\$ 1,115	\$ 4,056,709	\$ 6,456,178	\$ 2,060,534	\$ 925,968	\$ 1,403,077	\$ 18,303,236	\$ 1,144,458	\$ 13,975,346	\$ 41,292	\$ 2,787,061
Excise Taxes (317)	\$ 6,485	\$ 124,497	\$ 227,635	\$ 386,034	\$ 6,256	\$ 5,135	\$ 10,873	\$ -	\$ 1,302	\$ 35,111	\$ -	\$ 5,743	\$ 4,557	\$ 74,086	\$ -	\$ 12,680	\$ 3,336	\$ 551
Other Taxes (318)	\$ 105,901	\$ -	\$ -	\$ 350,868	\$ -	\$ 617,218	\$ 231,763	\$ -	\$ 123,046	\$ -	\$ -	\$ -	\$ -	\$ 126,152	\$ 12,133	\$ 504,254	\$ -	\$ 325,727
Total Taxes	\$ 7,791,585	\$ 8,952,187	\$ 26,297,392	\$ 73,696,452	\$ 6,748,599	\$ 33,707,121	\$ 30,913,722	\$ 8,960,617	\$ 10,256,291	\$ 26,481,734	\$ 7,551,751	\$ 2,652,328	\$ 7,845,657	\$ 56,867,184	\$ 5,048,440	\$ 58,823,473	\$ 7,764,403	\$ 9,329,797
Business Tax/Fees	\$50 flat fee	\$60 flat fee		B&O Tax & \$10 flat fee			\$50 flat fee	\$25 per employee	\$40 per employee	Based on type of bus & # of Employees	\$60 flat fee	\$55 flat fee		\$50 per employee	B&O Tax & \$30 flat fee	\$92 per employee		
Tax Revenue per Capita																		
Property Tax per Capita	\$ 112	\$ 134	\$ 340	\$ 177	\$ 90	\$ 247	\$ 244	\$ 344	\$ 198	\$ 235	\$ 123	\$ 124	\$ 201	\$ 199	\$ 227	\$ 395	\$ 262	\$ 142
Sales Tax per Capita	\$ 209	\$ 193	\$ 151	\$ 226	\$ 88	\$ 491	\$ 155	\$ 133	\$ 98	\$ 245	\$ 174	\$ 111	\$ 101	\$ 266	\$ 79	\$ 374	\$ 425	\$ 193
Business Tax per Capita	\$ 113	\$ 153	\$ 162	\$ 292	\$ 53	\$ 181	\$ 91	\$ 0	\$ 198	\$ 155	\$ 112	\$ 126	\$ 66	\$ 222	\$ 90	\$ 242	\$ 4	\$ 150
Excise Tax per Capita	\$ 0	\$ 7	\$ 6	\$ 4	\$ 0	\$ 0	\$ 0	\$ -	\$ 0	\$ 1	\$ -	\$ 1	\$ 0	\$ 1	\$ -	\$ 0	\$ 0	\$ 0
Other Tax per Capita	\$ 6	\$ -	\$ -	\$ 3	\$ -	\$ 17	\$ 4	\$ -	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ 2	\$ 1	\$ 9	\$ -	\$ 18
Total Tax Rev. per Capita	\$ 441	\$ 488	\$ 658	\$ 703	\$ 231	\$ 936	\$ 494	\$ 477	\$ 500	\$ 636	\$ 409	\$ 362	\$ 367	\$ 689	\$ 396	\$ 1,019	\$ 691	\$ 504

Property Tax Calculation: Comparison of One-Time Usage of Some of the Banked Capacity

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Previous Year's Levy	2,013,295	2,031,543	2,048,712	2,065,064	2,080,637
do not add 1% increase	-	-	-	-	-
New Construction AV	14,789,500	14,789,500	14,789,500	14,789,500	14,789,500
Prior Year Levy Rate	<u>1.23382</u>	<u>1.16093</u>	<u>1.10565</u>	<u>1.05300</u>	<u>1.00285</u>
New Construction Levy	18,248	17,170	16,352	15,573	14,832
Total Levy Amount	2,031,543	2,048,712	2,065,064	2,080,637	2,095,469
Total AV	1,749,929,441	1,852,954,888	1,961,131,607	2,074,717,163	2,193,981,996
Tax Rate	1.16093	1.10565	1.05300	1.00285	0.95510
Maximum Statutory Rate	1.60000	1.60000	1.60000	1.60000	1.60000

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2019</u>
Previous Year's Levy	2,013,295	2,131,543	2,149,557	2,166,714	2,183,054
Use of banked capacity	100,000	-	-	-	-
New Construction AV	14,789,500	14,789,500	14,789,500	14,789,500	14,789,500
Prior Year Levy Rate	<u>1.23382</u>	<u>1.21807</u>	<u>1.16007</u>	<u>1.10483</u>	<u>1.05222</u>
New Construction Levy	18,248	18,015	17,157	16,340	15,562
Total Levy Amount	2,131,543	2,149,557	2,166,714	2,183,054	2,198,616
Total AV	1,749,929,441	1,852,954,888	1,961,131,607	2,074,717,163	2,193,981,996
Tax Rate	1.21807	1.16007	1.10483	1.05222	1.00211
Maximum Statutory Rate	1.60000	1.60000	1.60000	1.60000	1.60000

Difference between 2 options	100,000	100,845	101,650	102,417	103,147
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Annual Effects on a single home:					
Assessed Value (AV)	225,100	236,355	248,173	260,581	273,610
Status Quo	261.32	261.32	261.32	261.32	261.32
Use of Banked Capacity	274.19	274.19	274.19	274.19	274.19
Annual Difference	12.86	12.86	12.86	12.86	12.86

Assumptions:

New Construction AV estimate from assessor was 14,620,700 for 2014. Was \$2,804,500 for 2013.

Total AV increases 5% each year for market inflation.

2015 average residence value in Monroe = \$225,100 per the county assessor's office



MONROE THIS WEEK

Edition 3 January 22, 2016



Mayor

Geoffrey Thomas
gthomas@monroewa.gov

Councilmembers

Kevin Hanford
Patsy Cudaback
Jeff Rasmussen
Jim Kamp
Ed Davis
Jason Gamble
Kirk Scarboro
councilmembers@monroewa.gov

City Hall

806 West Main Street
Monroe, WA 98272
Phone: 360.794.7400
Open 8AM – 5PM, M-F

Appointment Openings

No Openings At This Time

Job Openings

Engineering Administrative Specialist

Events this Week

- 1/23 Elite Training Academy
Ribbon Cutting,
202 N. Lewis St
11AM*
- 1/26 City Council Meeting,
Council Chambers,
City Hall,
7PM*
- 1/31 Officer Jayme Biendl
Memorial Run,
Sky River Park,
10AM*

From the Office of Mayor Thomas

To highlight some of the things going on in our community, I am writing this weekly city update, "Monroe This Week. If you have any suggestions or questions regarding "Monroe This Week" or the stories below, please contact me at GThomas@MonroeWa.gov.

Yours in Service,

Mayor Geoffrey Thomas

Be In The Know!

SR522 Update

Staff, Council, our lobbyists, and I have been busy working on making changes to jump start improvements to SR-522. This week, we developed a promotional flyer which includes logos from a number of organizations which support improvements to SR-522. In just one day, we have received logos to show support from the following:

City of Bothell, City of Duvall, Evergreen Speedway, Everett Community College, Economic Alliance of Snohomish County, SCCIT, Community Transit, Monroe Fire District No. #3, Monroe Police Department, Monroe Chamber of Commerce, Real Deals, The Dashing Dutchman, and Downtown Monroe Association. We look forward to many more organizations, businesses, and cities joining in and thank everyone for their support!!!!

State Audit Report

On January 12th the State Auditors presented their final audit report for fiscal year 2014 to the City Council. They reported an unqualified audit for both financial reporting and compliance with regulations and laws. They also reported the city had cleared up all items from previous audits, and that staff was very accommodating to work with. The state mandated audits are provided to demonstrate good stewardship of public funds.

City of Monroe Year-to-Date Comparisons

The following are year-to-date comparisons

Sales Tax Revenues

'14 to 12/31/14: \$3,617,210

'15 to 12/31/15: \$4,064,056

UP \$446,846 or 12.35%

Real Estate Excise Tax

'14 to 12/31/14: \$494,082

'15 to 12/31/15: \$775,207

UP \$281,125 or 56.90%

Lodging Tax Revenues

'14 to 12/31/14: \$65,661

'15 to 12/31/15: \$70,274

UP \$4,613 or 7.03%

Business License Fees

'14 to 12/31/14: \$48,049

'15 to 12/31/15: \$48,886

UP \$836 or 1.74%

Building Permit Revenues

'14 to 12/31/14: \$180,017

'15 to 12/31/15: \$311,092

UP \$131,075 or 72.81%

Planning Fee Revenues

'14 to 12/31/14: \$50,595

'15 to 12/31/15: \$61,665

UP \$11,070 or 21.88%

New House Permits

'14 to 12/31/14: 17

'15 to 12/31/15: 60

UP 43 units or 253%

Multi-Family Permits (# units)

'14 to 12/31/14: 46 units

'15 to 12/31/15: 4 units

DOWN 40 units or -91.3%

Building Division Inspections

'14 to 12/31/14: 1,548

'15 to 11/30/15: 1,713

UP 165 or 10.7%

East Monroe

On January 20, 2016 the Growth Management Hearings Board (GMHB) held a hearing on whether or not actions taken by the City of Monroe comply with the GMHB's 2014 decision and Order invalidating the City's 2013 approval of the East Monroe Comprehensive Plan map amendment and rezone. The City's approach to compliance included the preparation of additional environmental review and re-adoption of the Comprehensive Plan map amendment and rezone ordinances. The East Monroe Comprehensive Plan map amendment and rezone pertains to approximately 43 acres of property located in the eastern portion of the City of Monroe, north of the Skykomish River along the north side of State Route 2. The GMHB is a State body that hears appeals on matters related to a local government's compliance with the Growth Management Act (GMA). The GMHB decision on whether the City complied is anticipated by March 3, 2016.

Chamber of Commerce Board

Monthly, I meet with the Monroe Chamber of Commerce Board to stay plugged in to some of the issues businesses are facing in our community and to coordinate various efforts to help promote Monroe. During our meeting yesterday, we discussed the installation of wayfinding signs, advocacy of SR-522, and some of the events which are coming up, including a ribbon cutting at Elite Training tomorrow. Our Chamber does a great deal to support our community from serving as a visitor's center, to promoting Monroe, to advocating for local businesses. Thank you to all our Boardmembers for their service; I look forward to 2016!

Snohomish County Cities

Councilmembers Gamble, Kamp, Rasmussen, and Scarboro, and I attended last night's Snohomish County Cities meeting last night. Snohomish County Cities (SCC) is an organization of cities and towns in our County that focuses advocacy efforts for the County's cities and towns. The monthly meeting provides an opportunity for elected officials to discuss issues their communities are facing. For Monroe last night, one of the topics we discussed with other cities and towns was the need to make improvements to SR-522. In addition to being a forum for advocacy, SCC is the group that elects representatives from Snohomish County to serve on various regional boards and committees. It was a pleasure having so many representatives from Monroe present at this meeting. Thank you!

Puget Sound Regional Council – Economic Development Committee

At last night's Snohomish County Cities meeting, I was elected to serve as SCC's representative on the Puget Sound Regional Council – Economic Development Committee. The Puget Sound Regional Council is a body who influences land use and infrastructure planning in the Puget Sound area. Included in their scope of work is funding for infrastructure projects and programs. The Economic Development Committee is focused on attracting, promoting, and retaining businesses and employment opportunities in our region. I look forward to representing Monroe and our Snohomish County Cities on this important committee.

Economic Alliance of Snohomish County

The Economic Alliance of Snohomish County is an organization which attracts businesses to communities around Snohomish County. Last week, I provided a tour of Monroe to representatives of the Economic Alliance of Snohomish County. We toured the Fryelands, new homes being built at Eaglemont off Chain Lake Road, the manufacturing/industrial park, and downtown. The purpose of the tour was to share the variety of housing, business, and manufacturing opportunities that we offer in Monroe. During the tour, I explained how Monroe is situated at a transportation hub with SR-522 and SR-203 joining with US2, which connects Monroe to Everett, the Eastside/Seattle, I-90, and Eastern Washington. We discussed how critical it is that resources are available to improve SR-522 to support both local commuters and businesses, and also statewide travel from I-5 to Eastern Washington. I thank the Economic Alliance of Snohomish County for advocating for Monroe and look forward to working more closely with them to attract businesses and manufacturers to our city.

Council Updates!

Council Committees

Council committees meet about monthly and are open to the public. Committees are made up of up to three Councilmembers. Council assigns policy and budget-related topics to committees to facilitate more detailed review of those topics. The following assignments were made:

Finance and Human Resources Committee:
Councilmembers Cudaback, Hanford, and Gamble.

(Committees continued)

Legislative Affairs Committee: Councilmembers Hanford, Davis, and Kamp.

Transportation and Planning, Public Works, Parks and Recreation, and Public Safety Committee (aka “P4 Committee”): Councilmembers Scarboro and Rasmussen (there is one vacancy on this committee)

French Creek Flood Control District Joint Board

The City of Monroe has one representative on this flood control district. The flood control district is responsible for maintaining the drainage ways and levees in the French Creek basin. The City pays about \$90,000 per year toward the maintenance of these facilities. The facilities help keep water from flooding into the Fryelands. Thank you, Councilmember Kamp, for stepping up again to serve the City on this Board!!

Community Transit Board

The Community Transit Board reviews and approves policies, budgets, and other issues for our Community Transit bus system. The Board is made up of representatives from parts of Snohomish County in the Community Transit District. Mayor Pro Tem Cudaback and Councilmember Scarboro attended yesterday’s Board meeting, during which appointments were made for this year’s board members. Mayor Pro Tem Cudaback was appointed yesterday evening to the second alternate position on the Community Transit Board. She was appointed by representatives from a number of other cities, towns, and the County. It is awesome having representation at these meetings!!



City of Monroe

Legislative Update (1/21/16)

Requested Action: Throughout the legislative session, Green Light Strategies will provide the City with regular reports of legislative activity affecting the City. At the end of each update, we provide a list of bills we are tracking during the Legislative Session. Each week, as new legislation is introduced, new bills are added to the list. In particular, please note legislation discussed in the **AWC/City Legislative Priorities/Issues** section to see important issues under consideration (such as [HB 2576](#) and [HB 2290](#), addressing public records requests). Please review the bills, confirm the City's position and provide direction for action.

CITY OF MONROE 2016 LEGISLATIVE PRIORITIES

Synthetic Multi-purpose Athletic Fields: Sen. Pearson has submitted a capital budget request to fund installation of synthetic multi-purpose athletic fields for Lake Tye Park in the Senate. We have provided Rep. Scott with a capital budget fund request form for the House, and answering questions about the project. We will be following up with her to ensure the request is submitted.

SR 522: The priority during this short legislative session is to amend the transportation project package adopted by the Legislature last year to allow \$10m currently allocated to the SR 522 Interchange to also be used for widening SR 522. To amend the project list, the Legislature must include a budget proviso in the supplemental transportation budget. Proviso language is being prepared. Sen. Pearson and Sen. McAuliffe (1st LD) have agreed to submit the proviso for consideration in the proposed Senate budget. Rep. Moscoso (1st LD) has agreed to submit the proviso for consideration in the proposed House budget.

2016 LEGISLATIVE SESSION UPDATE

Week two of an eight-plus-week legislative session is complete. Hundreds of bills have been introduced. Committees are meeting and holding public hearings on bills. Policy committees must pass bills by February 5th to meet the first legislative deadline.

STATE SUPPLEMENTAL BUDGETS

The House and Senate budget committees have begun crafting their own proposals for consideration later in the session. Capital budget funding requests are due by February 16. At that point, capital budget leaders in each chamber will compile all funding requests and determine which projects will be included in the proposed supplemental capital budget. Similar processes are in place for the operating and transportation supplemental budgets.

GreenLightStrategies.com

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AWC/CITY LEGISLATIVE PRIORITIES/ISSUES

Public Records: [HB 2576](#), regarding public records requests to local agencies, allows local agencies to adopt policies to limit the time and resources spent responding to records requests; establishes a Public Records Commission responsible for alternative dispute resolution for public records disputes; and allows for cost recovery of certain commercially motivated records requests. AWC has worked closely with the sponsors in developing this bill to help cities better manage requests and provide an alternative to courts for public record disputes.

Marijuana/Cities Regulatory Limitations: [HB 1438](#), limiting cities' ability to prohibit the production, processing and sale of marijuana in their communities by requiring any such prohibition only by public vote, passed out of the House Commerce & Gaming Committee over strong objections from cities, and is now being considered for floor action by the Rules Committee.

Water and Sewer Utility Taxes: [SB 6115](#) caps the city utility tax rate on water and sewer at six percent. The limit could be exceeded only with voter approval. AWC is strongly opposed.

Affordable Housing: A variety of proposals for local option tools to promote affordable housing are being considered this session. Several of these proposals directly relate to AWC's priority to address housing affordability this session.

[HB 2397](#) authorizes a local option fee when homes are demolished. Moneys collected must be deposited into a local affordable housing fund and used for that purpose.

[SB 6239](#) provides a local option affordable housing preservation property tax exemption to preserve and increase high quality affordable rental housing for very low-income households.

[HB 2395](#) authorizes cities to impose a conversion fee upon property owners who convert rental units into condominiums. The fees depend on the size of the building and range from \$0.95 to \$4.75 times the gross floor area. Revenues must be placed into a local affordable housing fund.

[HB 2442](#) provides local authority to designate an affordable housing incentive zone where a property tax exemption can be offered for housing that is rented for less than 30 percent of the monthly household income of persons making up to 80 percent of the area median income.

[SB 6211](#), provides a property tax exemption for property owned by nonprofits for the purposes of building one or more residences to be sold to low-income households.



2016 BILL TRACKING

Bill	Title	Status	Sponsor	Position
SHB 1438	Marijuana, prohibiting/vote	H Rules R	Sawyer	Oppose
HB 1517	Liquor revenue distribution	H Approps	Reykdal	Monitor
HB 1582	Traffic violation penalties	H Trans	Fey	Monitor
HB 1605	Fire protection/benefit chrg	H Local Govt	Peterson	Monitor
SHB 1684	Public records, charges for	H Rules R	Takko	Monitor
2SHB 1745	Voting rights	H SGDP2S	Moscoso	Monitor
HB 1802	Long-range planning costs	H Local Govt	Fitzgibbon	Monitor
HB 2097	Ltd jurisdiction courts/fees	H Rules R	Kirby	Monitor
HB 2290	Public record request limits	H State Governme	MacEwen	Monitor
HB 2310	Fire prevention/2016	H Ag & Nat Res	Van De Wege	Monitor
HB 2321	Fire authority formation	H Local Govt	Stokesbary	Monitor
HB 2348	Local fireworks ordinances	H Local Govt	Hawkins	Monitor
HB 2353	OPMA civil penalties	H State Governme	Hunt, S.	Monitor
HB 2358	Water-sewer districts	H LGDP	Kochmar	Monitor
HB 2362	Recordings/law enf., etc.	H Judiciary	Hansen	Monitor
HB 2376	Operating sup budget 2016	H Approps	Dunshee	Monitor
HB 2377	Schools/GMA	H Local Govt	Taylor	Monitor
HB 2380	Supplemental capital budget	H Cap Budget	Tharinger	Monitor
HB 2438	Excess liquor revenue dist.	H Commerce & Gam	Nealey	Monitor
HB 2460	Firearms/public places	H Judiciary	Walkinshaw	Monitor
HB 2486	Environmental statutes	H Environment	Fitzgibbon	Monitor
HB 2509	Wildlife and recreation prg.	H Cap Budget	Tharinger	Monitor
HB 2565	Local sales & use tx changes	H Finance	Vick	Monitor
HB 2576	Local agency public records	H Local Govt	McBride	Monitor
HB 2583	Local creative districts	H Comm Dev, Hous	McBride	Monitor
HB 2647	Tax foreclosed prop./housing	H Comm Dev, Hous	Jinkins	Monitor
HB 2688	Historic building rehab. tax	H Comm Dev, Hous	Pettigrew	Monitor
HB 2689	Historic building preserv.	H Comm Dev, Hous	Pettigrew	Monitor
HB 2708	Fire district formation	H Local Govt	Appleton	Monitor
HB 2732	Fire district annexations	H State Governme	Peterson	Monitor
HB 2741	State & local fiscal agents	H Bus & Fin Svcs	Kuderer	Monitor
SB 5896	Liquor revenue distribution	S Ways & Means	Fraser	Monitor
SB 6115	Water, sewerage businesses	S GovtOp&Sec	Chase	Monitor
SB 6129	District-based elections	S GovtOp&Sec	Roach	Monitor
SB 6147	Water-sewer districts	S GovtOp&Sec	Roach	Monitor
SB 6150	Water pollution loans/term	S Rules 2	Honeyford	Monitor
SB 6159	Counties/independent counsel	S Law & Justice	Dammeier	Monitor
SB 6171	OPMA civil penalties	S GovtOp&Sec	Roach	Monitor

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SB 6183	Local school district levies	S EL/K-12	McAuliffe	Monitor
SB 6201	Supplemental capital budget	S Ways & Means	Honeyford	Monitor
SB 6204	Fire authority formation	S GovtOp&Sec	Roach	Monitor
SB 6211	Nonprofit homeownership dev.	S HumSer/MenHlth	Dammeier	Monitor
SB 6239	Affordable housing/prop. tax	S HumSer/MenHlth	Fain	Monitor
SB 6247	On-site sewage system fees	S Ways & Means	Angel	Monitor
SB 6315	Local gov. modernization	S GovtOp&Sec	Roach	Monitor
SB 6387	Fire district formation	S GovtOp&Sec	Roach	Monitor
SB 6420	Land capacity review & eval.	S GovtOp&Sec	Roach	Monitor