

MONROE CITY COUNCIL

Regular Business Meeting
February 9, 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 Davis

Announcements And Presentations

1. AB16-016: Confirmation of Appointment (Salary Commission)

Documents: [AB16-016_Conf Salary Commission Appt.pdf](#)

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; February 2, 2016, Regular Business Meeting

Documents: [20160209 CA1 MCC Minutes 20160202.pdf](#)

2. Approval of Payroll Warrants and ACH Payments

Documents: [20160209 CA2 AAA FORM PAYROLL WARR APPROVAL.pdf](#)

3. AB16-017: Authorize Mayor to Sign 2016 Skyhawks Sports Camps Agreement

Documents: [AB16-017_Skyhawks Agmt.pdf](#)

Unfinished Business

1. AB16-018: Discussion: Strategic Financial Planning (Capital/O&M/Revenues)

Documents: [AB16-018_Discussion_Strategic Financial Plng_CapOMParks.pdf](#)

New Business

1. AB16-019: Authorize Mayor Pro Tem to Sign Grant Agreement with Snohomish County for Hotel/Motel Tax Fund Reimbursable Grant Award in an amount of \$9,6000 for Tourism Branded Street Banners

Documents: [AB16-019_SnoCo Grant Agmt.pdf](#)

Councilmember Reports

1. City Council Legislative Affairs Committee
2. Community Transit Board of Directors Meeting (Councilmember Cudaback)
3. Snohomish Health District Board of Directors (Councilmember Rasmussen)

Staff/ Department Reports

1. Public Works Update

Documents: [20160209 DR1 PW Report.pdf](#)

Mayor/ Administrative Reports

1. Monroe This Week (February 5, 2016, Edition No. 5)

Documents: [20160209 MR1 Monroe This Week Edition 5.pdf](#)

2. Lobbyist Report (Green Light Strategies)

Documents: [20160209 AR2 Lobbyist Report_GLS.pdf](#)

3. Draft Agenda for February 16, 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 48 hours advance notice.



MONROE CITY COUNCIL

Agenda Bill No. 16-016

TITLE:	Confirmation of Appointment (Salary Commission)
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
02/09/2016	Administration	Gene Brazel Elizabeth Smoot	Geoffrey Thomas	Announcements and Presentations #1

Attachments: 1. Patrick Daniels Application

REQUESTED ACTION: Move to confirm the Mayor's appointment of Patrick Daniels to the Salary Commission.

DESCRIPTION/BACKGROUND

Salary Commission – There is currently one vacancy on the Monroe Salary Commission; due to the resignation of Mr. Josh Gibson. Mr. Patrick Daniels has been selected through the application and interview process to fill this vacancy; and his term of appointment shall be February 9, 2016, through December 31, 2017.

The Mayor is seeking Council's confirmation of this appointment.

IMPACT – BUDGET

N/A

TIME CONSTRAINTS

Confirmation of this appointment ensures continuity of the Salary Commission in a timely manner.

ALTERNATIVES TO REQUESTED ACTION

Choose not to confirm the appointment; and direct the Mayor and Staff to re-open the application process.



CITY OF MONROE
BOARDS AND COMMISSIONS APPLICATION

NAME: Patrick M. Daniels E-MAIL ADDRESS:

HOME ADDRESS:

HOME PHONE: BUSINESS PHONE: CELL PHONE:

BOARD OR COMMISSION FOR WHICH YOU ARE APPLYING: Salary Commission

ARE YOU INTERESTED IN SERVING ON ANOTHER BOARD/COMMISSION IF NOT CHOSEN FOR THE ABOVE? Yes IF YES, 2ND CHOICE: Planning Commission 3RD CHOICE:

PLEASE LIST ANY PREVIOUS CITY APPOINTMENTS/OFFICES: None

WHY ARE YOU INTERESTED IN SERVING IN THIS POSITION? To be able to use my professional experience in the best way to serve our community

WHAT COMMUNITY ACTIVITIES OR OTHER EXPERIENCE DO YOU BRING TO THIS POSITION, INCLUDING LEADERSHIP ROLES? In additon to my professional experience, I volunteered on the Monroe School District budge review committee for 4 years under previous superintendent Dr. Ken Hoover.

DO YOU HAVE ANY SPECIAL SKILLS OR EXPERTISE APPLICABLE TO THIS POSITION? I am currently a department manager with the Topline Corporation. I perform annual performance and salary reviews for my staff . In addition, my past experience with my previous employer included establishing wage structures and performance guidelines for several departments in a manufacturing company.

ANY ADDITIONAL COMMENTS/INFORMATION YOU WISH TO PROVIDE FOR CONSIDERATION?

ARE YOU AWARE OF THE MEETING SCHEDULE FOR THIS BOARD/COMMISSION? Yes AND ARE YOU AVAILABLE TO ATTEND REGULARLY SCHEDULED MEETINGS? Yes

SIGNATURE: DATE:

Please submit completed applications to: City Clerk, City of Monroe, 806 West Main Street, Monroe, WA 98272; esmoot@monroewa.gov; 360-794-4007 (fax); please contact the City Clerk for more information - 360-863-4538

CALL TO ORDER, ROLL CALL AND PLEDGE

The February 2, 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, Gamble, Hanford, Kamp, and Scarboro.

Staff members present: Baker, Brazel, Haley, Farrell, Feilberg, Nelson, Osaki, Quenzer, Rozzano, and Warthan; City Attorney Lell.

The Pledge of Allegiance was led by Councilmember Kamp.

Mayor Thomas noted, without objection, the excused absence of Councilmembers Davis and Rasmussen. No objections were noted.

COMMENTS FROM CITIZENS

The following person spoke regarding the Monroe Community Coalition and the movie *Paper Tigers*: Mr. Joe Neigel. Mayor Thomas and Council thanked Mr. Neigel for his work with the coalition.

CONSENT AGENDA

1. Approval of the Minutes; January 26, 2016, Regular Business Meeting
2. Approval of AP Checks and ACH Payments (*Check Nos. 86644 through 86673, and ACH Payments, in a total amount of \$294,183.67*)

Councilmember Kamp moved to approve the Consent Agenda; the motion was seconded by Councilmember Cudaback. On vote,
Motion carried (5-0).

UNFINISHED BUSINESS

1. AB16-014: Discussion: Impact Fee Deferral System [ESB 5923]

Mr. Dave Osaki, Community Development Director, provided background information on AB16-014, ESB 5923, and an impact fee deferral system.

General discussion ensued regarding reaching out to the Monroe School District, Snohomish School District, Master Builders Association, and the P4 committee. After the outreach is complete, the item will be brought back to Council for further discussion in March 2016.

NEW BUSINESS

1. AB16-015: Discussion: 2016 Work Program

Mayor Thomas presented background information on AB16-015 and the 2016 Work Program. City Staff members reviewed their portions of the Plan, including: Community Development, Monroe Municipal Court, Public Works, Parks, and the Police Department.

General discussion ensued regarding: the Community Development Work Plan implementation; Municipal Court services (video court, alternatives, and integration with other cities); Public Works projects (Rivmont water main construction, Fryelands pedestrian rail crossing, and Community Development Block Grant for completion of the sidewalks); Parks projects and programs (Cablepark, Skate Park, Lake Tye building update, Cadman Master Park plan, Veteran's Memorial, increased service needs, Music in the Park, Movies in the Park, and Wiggly Field Off-Leash Park); and Police Department Five-Year Strategic Plan development.

COUNCILMEMBER REPORTS

Councilmember Scarboro commented on the AWC City Legislation Days, and meetings with Representatives Scott and Kristiansen and Senator Pearson.

1. City Council Finance and Human Resources Committee

Councilmember Gamble reported on the items discussed at the Finance and Human Resource Committee meeting, including: selection of 2016 chairperson (Gamble); Performance Evaluations Report; and 2016 Committee Work Plan.

Councilmember Gamble commented on attendance at the Economic Alliance luncheon in Olympia, and a tour of Monroe High School and the Monroe School District administration building.

Councilmember Hanford commented on the candlelight vigil for Grayson Hill.

Councilmember Kamp commented on the candlelight vigil for Grayson Hill, attendance at the Downtown Monroe Association meeting, and having the Boy Scouts of America Tiger Pack No. 148 present the flag at a future council meeting and tour the police department.

Councilmember Cudaback commented on attendance at the Jayme Biendl Memorial 5K Walk/Run and thanked the Police and Parks department for their work.

2. Snohomish County Tomorrow Steering Committee (Councilmember Kamp)

No report was given.

STAFF/DEPARTMENT REPORTS

Mr. Mike Farrell, Parks and Recreation Director, commented on the Jayme Biendl Run, and grant award received for banners for the Downtown and North Kelsey areas.

Mr. Osaki reported on the 2015-2035 Comprehensive Plan certification by the Puget Sound Regional Council (PSRC).

MAYOR/ADMINISTRATIVE REPORTS

1. Monroe This Week (*January 29, 2016, Edition No. 4*)

Mayor Thomas reported on meetings held and events attended the previous week, including the candlelight vigil for Grayson Hill, and meetings in Olympia with local legislators.

2. Lobbyist Report (*Green Light Strategies*)

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.

Ms. Dianne Nelson, Finance Director, provided background information on HB2438/SB6425. General discussion ensued regarding HB2438/SB6425 and other bills listed in the report. Council agreed by consensus to support HB2438/SB6425.

3. Draft Agenda for February 9, 2016, Regular Business Meeting

Mr. Brazel reviewed the draft agenda for the February 9, 2016, Monroe City Council Regular Business Meeting, the extended agenda, and additions/edits thereto.

EXECUTIVE SESSION

1. Potential Litigation [RCW 42.30.110(1)(i)] and Collective Bargaining Negotiations [RCW 42.30.140(b)] (*10 minutes*)

Mayor Thomas stated the Council would recess into an executive session for approximately 10 minutes. City Attorney Lell read the appropriate citations into the record: Potential Litigation [RCW 42.30.110(1)(i)] and Collective Bargaining Negotiations [RCW 42.30.140(b)].

The meeting recessed into executive session at 8:32 p.m. and reconvened at 8:42 p.m.

Councilmember Cudaback moved to amend the agenda to add a motion to approve a Professional Services Contract with Summit Law Group; the motion was seconded by Councilmember Kamp. On vote,
Motion carried (5-0).

Councilmember Cudaback moved to authorize the Mayor to sign the Agreement for Special Counsel Legal Services with Summit Law Group for services through December 31, 2016; the motion was seconded by Councilmember Hanford. On vote,

Motion carried (5-0).

ADJOURNMENT

There being no further business, the motion was made by Councilmember Kamp and seconded by Councilmember Gamble to adjourn the meeting. On vote,

Motion carried (5-0).

MEETING ADJOURNED: 8:45 p.m.

Geoffrey Thomas, Mayor

Elizabeth M. Smoot, MMC, City Clerk

Minutes approved at the Regular Business Meeting of February 9, 2016.



MONROE CITY COUNCIL

Agenda Bill No. 16-017

SUBJECT:	Authorize Mayor to Sign 2016 Skyhawks Sports Camps Agreement
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
02/09/2016	Parks & Rec.	Mike Farrell	Mike Farrell	Consent Agenda #3

Discussion: 02/09/2016

Attachments: 1. Agreement for Services with Skyhawks Sports Academy, Inc.
(reviewed and approved as to form by the City Attorney in 2014)

REQUESTED ACTION: Move to authorize the Mayor to sign the 2016 Agreement for Services with Skyhawks Sports Academy, Inc.; and expressly authorize further minor revisions to the extent deemed necessary or appropriate.

DESCRIPTION/BACKGROUND

Skyhawks is one of the nation’s leading providers of quality youth sports camp programs. The youth sports camps complement existing youth sports programs in our community and serve youth from the ages of three through twelve; one of Monroe’s largest demographics. Entering the ninth year of services for the City, the Skyhawks program has been a consistent success, serving approximately hundreds youth and bringing in new revenue.

As a contracted service, Skyhawks will handle all registrations, collect fees, market the camps, staff and implement the programs, provide customer service, and seek to actively participate in various community events. The City of Monroe will provide park facilities for the camps, which furthers our goal of maximizing their use.

IMPACT – BUDGET

The City of Monroe will receive compensation based on 2016 registration records, with the City receiving fifteen percent of total registration fees charged and collected.

TIME CONSTRAINTS

Printing and other marketing will begin at the end of this month.

ALTERNATIVES TO REQUESTED ACTION

Do not approve the contracted sports camp programs for the youth in our community.

**CITY OF MONROE
AGREEMENT FOR SERVICES**

Consultant: Skyhawks Sports Academy, Inc.

This Agreement is entered into by and between the City of Monroe, Washington, a municipal corporation, hereinafter referred to as the "City," and Skyhawks Sports Academy, Inc., hereinafter referred to as the "Consultant."

WHEREAS, the City desires to have certain services performed for its citizens; and

WHEREAS, the City has selected the Consultant to perform such services pursuant to certain terms and conditions.

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Scope of Services to be Performed by Consultant.** The Consultant shall perform those services described in Exhibit "A" of this agreement. In performing such services, the Consultant shall comply with all federal, state, and local laws and regulations applicable to the performance of such services. The Consultant shall perform services diligently and completely and in accordance with professional standards of conduct and performance.
2. **Compensation and Method of Payment.** The Consultant shall submit payment to the City of Monroe, pursuant to Exhibit "A".

Consultant shall pay the City:

[Check applicable method of payment]

According to the rates set forth in Exhibit "A"

A sum not to exceed

Other (describe): _____

The Consultant shall complete and return to the City Exhibit "B," Taxpayer Identification Number, prior to or along with the first invoice submittal. The Consultant shall pay the City of Monroe for services rendered within ten days after the term of services is complete.

3. **Duration of Agreement.** This Agreement shall be in full force and effect for a period commencing upon execution and ending October 15, 2016, unless sooner terminated under the provisions of the Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

4. **Ownership and Use of Documents.** Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not.

5. **Independent Contractor.** The Consultant and the City agree that the Consultant is an independent contractor with respect to the services provided pursuant to this Agreement. The Consultant will solely be responsible for its acts and for the acts of its agents, employees, subconsultants, or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto.

6. **Indemnification.** The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant, in performance of this Agreement, except for injuries and damage caused by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes Skyhawks' waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

7. **Insurance.**

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

1. **Automobile Liability** insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. The policy shall be endorsed to provide contractual liability coverage.
2. **Commercial General Liability** insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

No Limitation

Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or equity.

8. Record Keeping and Reporting; Disclosure.

A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect revenue of any nature incurred and services performed pursuant to this Agreement. The Consultant shall report sales tax due according to state guidelines of Code #3112 and will code tax revenue to the City of Monroe. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds incurred by the Contractor to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven years after termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the City.

C. Consultant shall permit any authorized representative of the City, and any person authorized by the City for audit purposes, to inspect such records at all reasonable times during regular business hours of the Consultant. Upon request, the Consultant will provide the City with reproducible copies of any such records. The Consultant may reasonably charge the City for such copies requested at actual cost.

D. Separate from and additional to the foregoing, the Consultant shall fully cooperate with and assist the City with respect to any request for public records received by the City and related to any public records generated, produced, created and/or possessed by the Consultant and related to the services performed under this Agreement. Upon written demand by the City, the Consultant shall furnish the City with full and complete copies of any such records within five business days.

The Consultant's failure to timely provide such records upon demand shall be deemed a material breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, the Consultant shall fully indemnify and hold harmless the City as set forth in Section 6.

For purposes of this section, the term "public records" shall have the same meaning as defined by Chapter 42.17 RCW and Chapter 42.56 RCW, as said chapters have been construed by Washington courts.

The provisions of this section shall survive the expiration or termination of this Agreement.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by the City during the performance of this Agreement.

10. Termination.

A. This City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City

B. In the event this Agreement is terminated or suspended, the City shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be cancelled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The City reserves the right to terminate this Agreement with not less than seven days written notice, or in the event that outstanding balances are not paid within sixty days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual orientation, age, national origin, marital status, or presence of any sensory, mental, or physical handicap.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

13. Conflict of Interest. The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

15. **Entire Agreement.** This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

16. **Notices.** Notices to the City of Monroe shall be sent to the following address:

City of Monroe
806 W. Main Street
Monroe, Washington 98272
Phone number: (360) 794-7400

Notices to the Consultant shall be sent to the following address:

Skyhawks Sports Academy
6311 E. Mt. Spokane Park Dr.
Mead, WA 99021

17. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Snohomish County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit, which shall be fixed by the judge hearing the case and such fee, shall be included in the judgment.

18. **Severability.** Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

19. **Background Check.** The Consultant, its employees, subcontractors and agents shall complete, sign and return the *Authorization for Release of Information* and *Child/Adult Disclosure Statement* forms (Exhibit C) to the City prior to performing any services under this Agreement. The Consultant represents and warrants that all of its employees, subcontractors and agents performing services under this Agreement have completed, signed and returned said forms prior to performing such services.

CITY OF MONROE, WASHINGTON

CONSULTANT

By: _____

By: _____

Title: Mayor, City of Monroe

Title: _____

Date: _____

Date: _____

(SEAL)

APPROVED AS TO FORM:

ATTEST:

City Attorney

City Clerk

EXHIBIT A SCOPE OF SERVICES

The City of Monroe will provide:

1. The information needed to schedule programs appropriately;
2. Assistance in reserving appropriate facilities to offer scheduled programs;
3. Access to City of Monroe bathroom facilities;
4. Assistance in gaining permission to distribute informational flyers.

Skyhawks Sports Academy, Inc. will provide:

1. Quality summer camp programs for children (see attached camp schedule);
2. On-line registration for participants on its website;
3. Compensation based on 2016 Skyhawks Camp registration records with the City receiving 15% of total registration fees charged and collected;
4. Access to school facilities (if needed) for bathroom and phone use;
5. Administrative coordination associated with the programs;
 - Promotions & Marketing
 - Registration
 - Phone calls
 - Confirmation
 - Program Implementation
 - Payroll
 - Concerns, and Questions
6. Promotional Media;
 - Program Guides directly mailed to available lists
 - Fliers –6,600 to be mailed/distributed to Monroe residents incl. postage
 - Camera ready Organizational Publication Insert
7. Certificate of liability insurance;
8. Employment opportunities for local high school students, college students and educators/coaches;
9. Immediate and full refund of fees to all registered participants of any and all cancelled programs.
10. A program that will not discriminate.

2016 City of Monroe Skyhawks Sports Camp Schedule

Date	Sport	Location	Ages	Time	Fees
6/27 – 7/01	Tennis	Lake Tye Park	6-12	9-12	\$119
6/27 – 7/01	Basketball	Lake Tye Park	6-12	9-3	\$119
7/05 – 7/08	Soccer	Sky River Park	5-7	9-12	\$99
7/05 – 7/08	Soccer	Sky River Park	6-12	9-3pm	\$115
7/11- 7/15	Mini-Hawk*	Lake Tye Park	4-7	9-12	\$119
7/11 – 7/15	Tiny-Hawk``	Lake Tye Park	3.5-5	8-8:45	\$65
7/11- 7/15	Multi-Sport^	Lake Tye Park	6-12	9-3pm	\$139
7/18- 7/22	Beginning Golf	Sky River Park	5-8	9-12	\$119
7/25- 7/29	Flag Football	Sky River Park	6-12	9-3	\$139
8/01- 8/05	Lacrosse	Sky River Park	7-12	9-12	\$119
8/08- 8/12	Tennis	Lake Tye Park	6-12	9-12	\$119

*Baseball, Basketball, Soccer

^Baseball, Flag Football, Soccer

``Soccer

EXHIBIT B

CITY OF MONROE
806 W. Main Street
Monroe, WA 98272
Phone: (360) 794-7400
FAX: (360) 794-4007

TAX IDENTIFICATION NUMBER

In order for you to receive payment from the City of Monroe, you must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the City to withhold twenty percent (20%) on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the City of Monroe prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

- Corporation Partnership Government Consultant
- Individual/Proprietor Other (explain)

TIN No.: _____

Social Security No.: _____

Print Name: _____

Title: _____

Business Name: _____

Business Address: _____

Business Phone: _____

Date

Authorized Signature (Required)

EXHIBIT C
APPLICANT AUTHORIZATION FOR RELEASE OF INFORMATION

As an applicant for the position of _____ I hereby grant permission to _____ - to gather information about my employability, including but not limited to, information about my education, credit history, employment history, military history, job performance, and any/all information about any incidents of my being investigated for misconduct, or found to have violated the employer's policies and procedures or found to have participated in illegal or wrongful acts.

I authorize my former employer _____ to release any and all information that has been deemed as confidential or has been sealed according to a litigation related settlement.

_____ may gather the requested information solely for the purpose of conducting city business and solely for the purpose of determining my employability.

I agree to hold harmless _____ for releasing information and the City of Monroe receiving the information for any damages of any kind made as a result of my former employer's compliance with the authorization and request to release information about me, and I agree not to sue or make any other claim against either party with respect to the release of information.

In addition, I waive my right to see the information gathered as part of the background investigation/reference check.

Print Name

Signature

Date

Exhibit "C" (2 of 3 pages)

CHILD/ADULT ABUSE RECORD SEARCH GUIDELINES

Refer to Revised Code of Washington (RCW) 43.43.830-43.43.845 for complete information.

Child/Adult Abuse Background checks may be conducted only by Washington State business, organizations or individuals, all other states must conduct searches under the Criminal Records Privacy Act.

1. Searches can be conducted only on prospective employees, volunteers or adoptive parents. (For current employees or volunteers, see note below.)

Background checks can be requested on **prospective employees, volunteers or adoptive parents** who will or may have unsupervised access to children under sixteen years of age, developmentally disabled persons, or vulnerable adults. The background check is for **initial employment or engagement decisions only.**

2. Applicants must be notified an inquiry may be made.

A business or organization shall not make an inquiry to the Washington State Patrol unless the business or organization has **notified the applicant**, who has been offered a position as an employee or volunteer, **an inquiry may be made.**

3. A signed disclosure statement is required from applicant before a search is conducted.

A business or organization **shall require each applicant to disclose** to the business or organization whether the applicant has been:

- Yes No (a) convicted of any crime against children or other persons;
 Yes No (b) convicted of crimes relating to financial exploitation if the victim was a vulnerable adult;
 Yes No (c) convicted of crimes related to drugs as defined in RCW 43.43.830;
 Yes No (d) found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor;
 Yes No (e) found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor;
 Yes No (f) found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person or to have abused or financially exploited any vulnerable adult;
 Yes No (g) found by a court in a protection proceeding under chapter 74.34 RCW, to have abused or financially exploited a vulnerable adult.

Exhibit "C" (3 of 3 pages)

If yes to any of the above, please explain:

The disclosure shall be made in writing and signed by the applicant and sworn under penalty of perjury. The disclosure sheet shall specify all crimes against children or other persons, all crimes relating to drugs, and all crimes relating to financial exploitation as defined in RCW 43.43.830 in which the victim was a vulnerable adult.

Signature of applicant

Date

4. *Applicants must be notified of the response.*

The requesting agency shall notify the applicant of the state patrol's response within ten days after receipt. The employer shall provide a copy of the response to the applicant and shall notify the applicant of such availability.

Notes

- The business or organization shall use this record only in making the initial employment or engagement decision. Further dissemination or use of the record is prohibited. A business or organization violating this subsection is subject to a civil action for damages.
- Background checks pursuant to the Child and Adult Abuse Information Act do not expire and therefore should not be conducted routinely.
- Background checks on current employees or volunteers should be done through the Criminal Records Privacy Act, RCW 10.97.

Responses are limited to Washington State records only.



MONROE CITY COUNCIL

Agenda Bill No. 16-018

TITLE:	<i>Discussion: Strategic Financial Planning (Capital/O&M/Revenues)</i>
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
02/09/2016	Various	Brad Feilberg	Mayor Thomas	Unfinished Business #1

Discussion: 01/26/2016;

Attachments: 1. Non-Utility Capital/Operations & Maintenance
2. Revenues

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.

Tonight's discussion is focused on long term maintenance and capital programs for the non-utility funding city functions.

IMPACT – BUDGET

N/A

TIME CONSTRAINTS

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

NON-UTILITY CAPITAL

Transportation Plan	Annually
2015-2035 Comprehensive Plan contains \$35.5 million in road improvements needed to maintain the adopted level of service. \$19.4 million is anticipated to be collected through City of Monroe Transportation Impact Fees. The remaining \$16.1 million, or \$644,000/year, has to come from other sources such as the General Fund, grants, and Snohomish County Reciprocal Mitigation Fees.	\$644,000
Sidewalks	
Approximately \$3.75 million in ADA ramp improvements needed spread over 10 years.	\$375,000
Approximately \$3 million in sidewalk repairs needed spread over 10 years.	\$300,000
Rehabilitation backlog Approximately \$10+ million in road rehabilitation needs, today. We are collecting \$7.6 million over 10 years. Over next 10 years approximately \$20+ million in road rehabilitation needs.	
Long term road preservation and rehabilitation	\$1,059,000
Downtown Parking	\$103,639
Spaces Estimated Cost Cost/space	
8 \$306,622 \$38,327	
43 \$992,493 \$23,081	
14 \$696,872 \$49,776	
14 \$589,497 \$42,106	
8 \$316,872 \$39,609	
Pay over 10 years	
Municipal Campus	
Purchase adjacent building and remodel \$3,750,000	\$285,000; or
Demo and rebuild City only \$11,375,000	\$1,500,000; or
Demo and rebuild Joint facility \$30,125,000	\$3,750,000; or
New facility N Kelsey City only \$16,275,000	\$2,025,000
Pay over 20 years	
Fryelands Blvd illumination \$1,200,000 over 10 years	\$150,000
Fryelands Blvd sidewalks \$375,000 over 5 years	\$85,000
Park Plan	6-year CIP
6-Year Parks CIP contains \$3.7 million in parks improvements needed to maintain adopted level of service (acquisition, master planning, renovations, and trails). \$2.5 million is anticipated to be collected through City of Monroe Parks Impact Fees and REET 1. The remaining \$1.2 million, or \$200,000/year, has to come from other sources such as the General Fund, grants or bond.	\$200,000

NON-UTILITY OPERATIONS & MAINTENANCE

	Annually
<p>Transportation Infrastructure 118 lane miles at \$1.50 per foot per year or \$941,000/year for operations and maintenance (does not include preservation and rehabilitation activities). Currently funded at \$606,000.</p>	\$335,000
<p>Parks Approximately \$37,000 needed for annual supplies, repairs, replacements for the parks system (turf care, athletic fields, playgrounds, trees, trail repairs, irrigation repairs, hazard/safety supplies, etc.) to bring the level of service up to pre-recession level and also to account for new added maintenance responsibilities.</p>	\$37,000

Parks Revenues (General Fund from rentals, programs, events)

- 2008 - \$36,171
- 2015 - \$77,740

*Economic Impact Estimate for Monroe-area events**

- 2014 - \$2,782,772 (includes Pro Wakeboard Tour event)
- 2015 - \$1,275,329 (no Pro Wake Wakeboard Tour event)

*for Monroe area events tracked by Snohomish County Tourism Bureau

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.

With the Great Recession behind us, it is clear the current method of funding city services is fundamentally broken. This has forever changed the delivery of some city services.

Many city revenue streams are either:

- Constricted (such as the 1% limit on annual property tax increases and the 6% cap on some of the major utility taxes);
- Unpredictable (volatile sales tax collections); or
- Subject to approval by other political bodies (such as state shared revenues and federal funds).

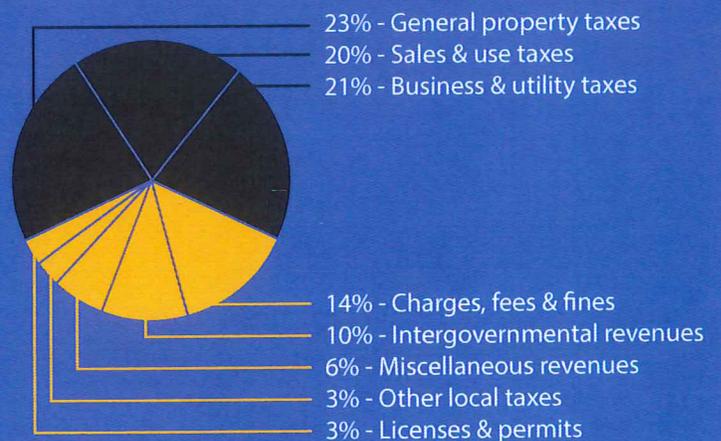
Forecasts predict Washington State's population will increase by more than 800,000 people over the next 10 years, most of whom will likely reside in cities. Cities will continue to struggle to provide essential services to a growing population with revenue streams that generally do not keep pace.

Strong cities need:

Stable revenue to provide essential services, such as public safety and infrastructure, to our growing population.

Where does city revenue come from?

Cities rely on property taxes, sales tax, and business & utility taxes for the majority of operating revenue.



More details

What is AWC doing?

In 2012, AWC convened an Ad Hoc Committee on Municipal Finance. This committee of elected city officials, city managers, finance directors, and intergovernmental relations staff were tasked with considering short and long-term strategies to address the challenges of current revenue options. The committee developed a number of recommendations that were successfully pursued during the 2014 and 2015 legislative sessions, including:

- Preventing sweeps of liquor and other state shared revenues;
- Advocating for a statewide transportation funding package;
- Pursuing shared revenue from marijuana taxes; and
- Educating legislators about the challenges of a 1% property tax cap.

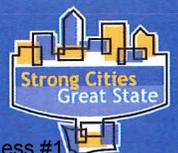
What's next?

While these short-term legislative priorities are extremely important to cities, they do not change a broken revenue structure that is insufficient. During fall 2015, the committee will consider longer-term strategies to address the structural issues surrounding city funding. Ideas include educating voters and legislators about the systemic city financing problem, researching tax changes that would permanently address revenue insufficiency, and considering options that would involve voters or the court.

Contact:

Victoria Lincoln
Government Relations Advocate
victorial@awcnet.org

Serena Dolly
Government Relations Analyst
serenad@awcnet.org





MONROE CITY COUNCIL

Agenda Bill No. 16-019

SUBJECT:	<i>Authorize Mayor Pro Tem to sign Grant Agreement with Snohomish County for Hotel/Motel Tax Fund reimbursable grant award in the amount of \$9,600 for Tourism Branded Street Banners</i>
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
02/09/2016	Parks & Rec.	Mike Farrell	Mike Farrell	New Business #1

Discussion: 02/09/2016

Attachments: 1. Snohomish County LTAC Agreement

REQUESTED ACTION: Move to authorize the Mayor Pro Tem to sign the grant agreement with Snohomish County for a Hotel/Motel Tax Fund reimbursable grant award in the amount of \$9,600 for Tourism Branded Street Banners; and expressly authorize further minor revisions to the extent deemed necessary or appropriate.

DESCRIPTION/BACKGROUND

The City of Monroe has just received notice of a Snohomish County Hotel/Motel Tax Fund grant award of \$9,600 for tourism-branded street banners for Monroe. Staff from the Parks and Recreation Department applied for the grant last summer. The grant award will be used to design, purchase, and install approximately seventy street pole banners for the historic downtown and North Kelsey shopping, lodging and restaurant retail areas in Monroe. As part of the grant conditions, City staff will work with the Snohomish County Tourism Bureau in the design guidelines for the banners that will reflect a visual integration of the Bureau’s long-range tourism development and marketing strategy. In addition, City staff will invite representatives from the Monroe Chamber of Commerce and Downtown Monroe Association to participate in the design process for the project.

The branding elements of the banners will be consistent, yet individual banners will display distinct categories of tourism-related themes. This cross-promotion marketing approach will help introduce hidden assets in our community and bring together our historic downtown, the North Kelsey shopping area, and the Evergreen State Fairgrounds as tourist destinations in Snohomish County. Existing and new events held in the greater Monroe area will benefit from the tourism imagery that the banners will display, as well as area restaurants, lodging and shopping districts.

IMPACT – BUDGET

Budget is intended to be restricted to the awarded grant funds, outside of City staff time spent on implementation of this grant.

TIME CONSTRAINTS

Execution of grant agreement will allow implementation to commence.

CONSULTANT: City of Monroe
 CONTACT PERSON: Mike Farrell
 ADDRESS: 806 W. Main Street
 Monroe, WA 98272
 TELEPHONE/FAX NUMBER: (360) 863-4557 /
 COUNTY DEPT: Executive
 DEPT. CONTACT PERSON: Jessica Voelker
 TELEPHONE NUMBER: (425) 388-3139/
 PROJECT: Tourism Branded Street Banners
 AMOUNT: \$9,600.00
 FUND SOURCE: 116 501014105205
 CONTRACT DURATION: Contract execution through Dec. 31, 2016

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT (the "Agreement") is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County"), and City of Monroe, a Washington municipality (the "Contractor").

Recitals

WHEREAS, by Section 1 of Resolution No. 79-335, adopted November 5, 1979 (and codified as SCC 4.40.010), the legislative body of the County levied a special excise tax on the sale of or charge made for the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp, and the granting of any similar license to use real property, as distinguished from the renting or leasing of real property; and

WHEREAS, by Section 1 of Resolution No. 79-335, as subsequently amended (and codified as SCC 4.40.050(1)), the legislative body of the County created a fund known as the "hotel/motel tax fund"; and

WHEREAS, by Section 2 of Ordinance No. 87-062, adopted August 12, 1987 (codified as SCC 4.40.060), the County Council specified that the hotel-motel tax fund shall be used to support projects or purposes authorized under chapter 67.28 RCW; and

WHEREAS, chapter 67.28 RCW permits the distribution of money from the hotel-motel

HOTEL-MOTEL TAX FUND AGREEMENT
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tax fund for tourism promotion, defined by RCW 67.28.180(2) (h)(ii) as “activities intended to attract visitors for overnight stays, arts, heritage, and cultural events, and recreational, professional, and amateur sports events”; and

WHEREAS, by Section 4 of Ordinance No. 87-062 (codified as SCC 4.40.070), the County Council established an application and selection process for projects to be funded from the hotel-motel tax fund; and

WHEREAS, pursuant to the procedures established by SCC 4.40.070, the County received applications for funding assistance from various eligible public and nonprofit entities in response to a public solicitation for such applications; and

WHEREAS, the Snohomish County Lodging Tax Advisory Board evaluated the applications for eligibility and recommended funding levels for the projects, consistent with provisions of chapter 67.28 RCW; and

WHEREAS, by Motion No. 15-467, passed on January 20, 2016, the County Council authorized 2016 hotel-motel tax funding of the projects as set forth therein (or as subsequently amended by the Council) and authorized the County Executive to execute the necessary contracts.

NOW, THEREFORE, in consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. Purpose of Agreement; Scope of Services. The purpose of this Agreement is to establish the parameters for reimbursing City of Monroe in the amount up to \$9,600 for eligible expenses of Contractor’s 2016 programming (the “Project”), as set forth in Schedule A. Schedule A is attached hereto and by this reference made part of this Agreement. Schedule C is the Contractor’s Project application; it is attached hereto and by this reference made part of this Agreement.

The Contractor will prepare and present status reports and other information regarding performance of the Agreement as the County may request.

2. Term of Agreement; Time of Performance. This Agreement shall be effective upon mutual execution (the “Effective Date”) and shall terminate on December 31, 2016. The Contractor shall complete its obligations required by this Agreement no later than December 31, 2016. The County’s obligations after December 31, 2016, are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with the County Charter and applicable law.

3. Compensation.

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a. Reimbursement. The County will reimburse Contractor as set forth in Schedule B, which is attached hereto and by this reference made a part of this Agreement.

b. Overhead and Expenses. No claims for reimbursement of overhead or expenses will be allowed under this Agreement.

c. Invoices. Upon completion of Contractor's eligible expenses for the Project, the Contractor shall submit a properly executed invoice to the County indicating the amount of eligible expenses for reimbursement. The invoice shall include an itemization of all reimbursable expenses incurred by the Contractor, together with reasonable documentation substantiating such expenses, all in accordance with this Section 3 and Schedule A. Subject to Section 8 of this Agreement, the County will pay the invoice within thirty (30) calendar days of receipt.

d. Contract Maximum. Total reimbursable expenses under this Agreement, all fees and expenses included, shall not exceed \$9,600.

4. Independent Contractor. The Contractor agrees that it is not an agent, employee, or servant of the County. This Agreement neither constitutes nor creates an employer-employee relationship. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the County. The Contractor specifically has the right to direct and control Contractor's own activities in accordance with the specifications set out in this Agreement. The County shall only have the right to ensure performance. Nothing in this Agreement shall be construed to render the parties partners or joint ventures.

The Contractor shall furnish, employ and have exclusive control of all persons to be engaged in performing the Contractor's obligations under this Agreement (the "Contractor personnel"), and shall prescribe and control the means and methods of performing such obligations by providing adequate and proper supervision. Such Contractor personnel shall for all purposes be solely the employees or agents of the Contractor and shall not be deemed to be employees or agents of the County for any purposes whatsoever. With respect to Contractor personnel, the Contractor shall be solely responsible for compliance with all rules, laws and regulations relating to employment of labor, hours of labor, working conditions, payment of wages and payment of taxes, including applicable contributions from Contractor personnel when required by law.

Because it is an independent contractor, the Contractor shall be responsible for all obligations relating to federal income tax, self-employment or FICA taxes and contributions, and all other so-called employer taxes and contributions including, but not limited to, industrial insurance (workers' compensation). The Contractor agrees to indemnify, defend and hold the County harmless from any and all claims, valid or otherwise, made to the County because of these obligations.

The Contractor assumes full responsibility for the payment of all payroll taxes, use, sales,

HOTEL-MOTEL TAX FUND AGREEMENT
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income, or other form of taxes, fees, licenses, excises or payments required by any city, county, federal or state legislation which are now or may during the term of the Agreement be enacted as to all persons employed by the Contractor and as to all duties, activities and requirements by the Contractor in completion of the Project under this Agreement. The Contractor shall assume exclusive liability therefor, and shall meet all requirements thereunder, pursuant to any rules or regulations that are now or may be promulgated in connection therewith.

5. Changes. No changes or additions shall be made in this Agreement except as agreed to by both parties, reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

6. County Contact Person. The assigned contact person (or project manager) for the County for this Agreement shall be:

Name: Jessica Voelker
Title: TPA Coordinator
Department: Executive Office
Telephone: (425) 388-3139
Email: Jessica.Voelker@snoco.org

7. County Review and Approval. If Contractor's Project includes the production of promotional materials, Contractor shall provide the County an advance copy of said promotional materials. If the content of the promotional material is objectionable to the County, the County, in its sole discretion, may determine whether to reimburse Contractor for the associated expenses.

8. Records and Access; Audit; Ineligible Expenditures. The Contractor shall maintain adequate records to support its invoices of reimbursable expenses. Said records shall be maintained for a period of seven (7) years after completion of this Agreement by the Contractor. The County or any of its duly authorized representatives shall have access at reasonable times to any books, documents, papers and records of the Contractor that are directly related to this Agreement for the purposes of making audit examinations, obtaining excerpts, transcripts or copies, and ensuring compliance by the County with applicable laws. Expenditures under this Agreement, which are determined by audit to be ineligible for reimbursement and for which payment has been made to the Contractor, shall be refunded to the County by the Contractor.

9. Indemnification. To the maximum extent permitted by law the City shall indemnify and hold harmless the County its officers, officials, agents and employees, from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatsoever kind or nature arising out of, in connection with, or incidental to the Project. In addition, the Contractor shall assume the defense of the County its officers and employees in all legal or claim proceedings arising out of, in connection with, or incidental to the Project and shall pay all defense expenses, including reasonable attorneys' fees, expert fees and costs incurred by the County on account of such litigation or claims.

HOTEL-MOTEL TAX FUND AGREEMENT
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The above indemnification obligations shall include, but are not limited to, all claims against the County and, if applicable, the State by an employee or former employee of the Contractor or its subcontractors, and the Contractor, by mutual negotiation, expressly waives all immunity and limitation on liability, as respects only the County and, if applicable, the State, under any industrial insurance act, including Title 51 RCW, other worker's compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim.

In the event that the County or, if applicable, the State incurs any judgment, award and/or cost including attorneys' fees arising from the provisions of this section, or to enforce the provisions of this section, any such judgment, award, fees, expenses and costs shall be recoverable from the Contractor.

In addition to injuries to persons and damage to property, the term "claims," for purposes of this provision, shall include, but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape, or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, and/or otherwise results in an unfair trade practice.

The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment or termination of this Agreement.

Nothing contained within this provision shall affect or alter the application of any other provision contained within this Agreement.

10. Insurance Requirements. The Contractor shall procure by the time of execution of this Agreement, and maintain for the duration of this Agreement, (i) insurance against claims for injuries to persons or damage to property which may arise from or in connection with the Project hereunder by the Contractor, its agents, representatives, or employees, and (ii) a current certificate of insurance and additional insured endorsement when applicable.

a. General. Each insurance policy shall be written on an "occurrence" form.

By requiring the minimum insurance coverage set forth in this Section 12, the County shall not be deemed or construed to have assessed the risks that may be applicable to the Contractor under this Agreement. The Contractor shall assess its own risks and, if it deems appropriate and/or prudent, maintain greater limits and/or broader coverage.

b. No Limitation on Liability. The Contractor's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the County's recourse to any remedy available at law or in equity.

c. Minimum Scope and Limits of Insurance. The Contractor shall maintain coverage at least as broad as, and with limits no less than:

(i) General Liability: \$1,000,000.00 combined single limit per occurrence for bodily injury, personal injury and property damage, and for those policies with aggregate limits, a \$1,000,000.00 aggregate limit. CG 00 01 current edition.

d. Other Insurance Provisions and Requirements. The insurance coverages required in this Agreement must contain, or must be endorsed to contain, the following provisions:

(i) The County, its officers, officials, employees and agents are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of the Contractor in connection with this Agreement. Such coverage shall be primary and non-contributory insurance as respects the County, its officers, officials, employees and agents. Additional Insured Endorsement shall be included with the certificate of insurance, "CG 2026 07/04" or its equivalent is required.

(ii) The Contractor's insurance coverage shall apply separately to each insured against whom a claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.

11. County Non-discrimination. It is the policy of the County to reject discrimination which denies equal treatment to any individual because of his or her race, creed, color, national origin, families with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as provided in Washington's Law against Discrimination, chapter 49.60 RCW, and the Snohomish County Human Rights Ordinance, chapter 2.460 SCC. These laws protect against specific forms of discrimination in employment, credit transactions, public accommodation, housing, county facilities and services, and county contracts.

The Contractor shall comply with the substantive requirements of chapter 2.460 SCC, which are incorporated herein by this reference. Execution of this Agreement constitutes a certification by the Contractor of the Contractor's compliance with the requirements of chapter 2.460 SCC. If the Contractor is found to have violated this provision, or to have furnished false or misleading information in an investigation or proceeding conducted pursuant to this Agreement or Chapter 2.460 SCC, this Agreement may be subject to a declaration of default and termination at the County's discretion. This provision shall not affect the Contractor's obligations under other federal, state, or local laws against discrimination.

12. Federal Non-discrimination. Snohomish County assures that no persons shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964 (Pub. L. No. 88-352), as amended, and the Civil Rights Restoration Act of 1987 (Pub. L. No. 100-259) be excluded from participation in, be denied the benefits of, or be otherwise

subjected to discrimination under any County sponsored program or activity. Snohomish County further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

13. Employment of County Employees. SCC 2.50.075, "Restrictions on future employment of County employees," imposes certain restrictions on the subsequent employment and compensation of County employees. The Contractor represents and warrants to the County that it does not at the time of execution of this Agreement, and that it shall not during the term of this Agreement, employ a former or current County employee in violation of SCC 2.50.075. For breach or violation of these representations and warranties, the County shall have the right to terminate this Agreement without liability.

14. Compliance with Other Laws. The Contractor shall comply with all other applicable federal, state and local laws, rules, and regulations in performing this Agreement.

15. Compliance with Grant Terms and Conditions. The Contractor shall comply with any and all conditions, terms and requirements of any federal, state or other grant, if any, that wholly or partially funds the Contractor's work hereunder.

16. Prohibition of Contingency Fee Arrangements. The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the County shall have the right to terminate this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

17. Force Majeure. If either party is unable to perform any of its obligations under this Agreement as a direct result of an unforeseeable event beyond that party's reasonable control, including but not limited to an act of war, act of nature (including but not limited to earthquake and flood), embargo, riot, sabotage, labor shortage or dispute (despite due diligence in obtaining the same), or governmental restriction imposed subsequent to execution of the Agreement (collectively, a "force majeure event"), the time for performance shall be extended by the number of days directly attributable to the force majeure event. Both parties agree to use their best efforts to minimize the effects of such failures or delays.

18. Suspension of Work. The County may, at any time, instruct the Contractor in writing to stop work effective immediately, or as directed, pending either further instructions from the County to resume the work or a notice from the County of breach or termination under Section 21 of this Agreement.

19. Non-Waiver of Breach; Termination.

HOTEL-MOTEL TAX FUND AGREEMENT
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The County or the Contractor may, by notice to the other given hereunder, designate any further or different addresses to which subsequent notices or other communications shall be sent.

21. Confidentiality. The Contractor shall not disclose, transfer, sell or otherwise release to any third party any confidential information gained by reason of or otherwise in connection with the Contractor's performance under this Agreement. The Contractor may use such information solely for the purposes necessary to perform its obligations under this Agreement. The Contractor shall promptly give written notice to the County of any judicial proceeding seeking disclosure of such information.

22. Public Records Act. This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the County to respond to a request under the Act, as determined by the County, the Contractor agrees to make them promptly available to the County. If the Contractor considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the Contractor and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the Contractor to claim any exemption from disclosure under the Act. The County shall not be liable to the Contractor for releasing records not clearly identified by the Contractor as confidential or proprietary. The County shall not be liable to the Contractor for any records that the County releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

23. Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties. The language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings of this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

24. Complete Agreement. This Agreement constitutes the entire understanding of the parties. Any written or verbal agreements that are not set forth herein or incorporated herein by

HOTEL-MOTEL TAX FUND AGREEMENT
WITH THE CITY OF MONROE

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Schedule A
Scope

CONTRACTOR: CITY OF MONROE
PROJECT: TOURISM BRANDED STREET BANNERS

The Contractor will: (a) design, purchase, and install seventy (70) street pole banners for the historic downtown and North Kelsey shopping, lodging and restaurant retail areas in downtown Monroe for the Project. In addition,

- The Contractor shall work with the Snohomish County Tourism Bureau (the "Tourism Bureau") to ensure that any published materials prepared with financial assistance from County funds are consistent with the County's graphics standards as set forth in more detail in paragraph 2 below.
- Any publications produced as a result of this Project shall prominently feature the following credit: MADE POSSIBLE IN PART BY ASSISTANCE FROM THE SNOHOMISH COUNTY HOTEL-MOTEL TAX FUND.
- The Contractor will project the number of overnight visits the Project will generate and, as a condition to being funded in the future, report on the results. Alternatively, the Contractor can report on initiatives undertaken by it in concert with the Tourism Bureau to incorporate the funded Project in trip packaging which promotes overnight stays.
- The Contractor will place on its website a link provided by the Tourism Bureau to the Washington Reservation Booking Engine and provide the "click-thru" data in its report accompanying its invoice for reimbursement.
- If the Project will occur within a city or cities that collect their own lodging tax, the Contractor shall approach such city or cities for funding assistance for the Project. Prior to or concurrent with its first invoice to the County for this Project, the Contractor shall provide a written report to the County on the results of the Contractor's approaches to that city or those cities. If such approaches were not made by the Contractor, the Contractor shall explain in detail in that report its reasons for not doing so. The provision of the report shall be a pre-condition for the County's reimbursing the Contractor for services provided under this Agreement.

1. Through the auspices of the Tourism Bureau, the County pursues a long-range tourism development and marketing strategy. Part of that strategy is to foster the visual integration of published tourism materials in Snohomish County. For that purpose, the Tourism Bureau has developed a package of design guidelines which includes a logotype, a tag line and a family of colors. If any printed materials or print medium advertisements are produced as part of the Project that is the subject of this Agreement, the following requirement will apply: (i) The Contractor will coordinate design of printed materials produced under the Agreement with the Tourism Bureau with the goal of applying the design guidelines to printed materials produced hereunder. (ii) The Contractor will submit the proposed design to the County's contact set forth in Section 7 of the Agreement for review and approval prior to printing the production run.

2. To ensure that out-of-county visitors are attracted to the Project, the Contractor will direct more than fifty percent (50%) of any promotional materials underwritten in whole or in part by County funds at recipients outside of Snohomish County. For written materials, this goal may be accomplished by mailing written materials out of the county and/or by placing appropriate written materials with the Tourism Bureau. At least fifty percent (50%) of any electronic advertising funded under this Agreement will be directed at audiences outside of Snohomish County.

Schedule B
Compensation

1. The Contractor will be reimbursed by the County for services provided and/or eligible expenses incurred in executing the Project pursuant to the Agreement in an amount not to exceed the Contract Maximum.

2. Expenses eligible for reimbursement under the Agreement are defined as those listed in the "COUNTY" column of the Project budget below. The Contractor shall submit an invoice to the County with itemized invoices from third parties for all eligible expenditures for which the Contractor seeks reimbursement. In-kind matching volunteer services shall be valued at a rate of \$22.00 per hour or as invoiced to the Contractor by independent third parties at a commercially reasonable rate that is customary for such work. In addition, if County funds are to be used to pay in whole or in part any printed materials, print advertising or broadcast medium advertising, the Contractor will submit with the Contractor's reimbursement request for associated costs incurred: three (3) copies of printed materials; one copy of each print advertisement as printed; and one copy of the text of each broadcast medium advertisement. The Contractor will not be reimbursed for any expenses incurred by it which provide direct promotional benefit to a specific private business entity. In order to ensure timely closeout of the Project, the Contractor shall submit its invoice to the County no later than thirty (30) calendar days after completion of the services authorized by this Agreement and, in any event, no later than December 31, 2016. The Contractor's invoice shall be accompanied by a report summarizing the Project and how funds provided for the Project under this Agreement have enhanced tourism in Snohomish County. In no event shall the Contractor's invoice be paid by the County if it is submitted after December 31, 2016, or if it is not accompanied by the required report.

PROJECT BUDGET

ITEM	COUNTY	MATCH	
		CASH	IN-KIND
1. Banners	\$9,600	\$2,800	\$0
2. Installation	\$0	\$0	\$1,128
Total	\$9,600	\$2,800	\$1,128

Upon request of the Contractor and approval by the County Executive as provided in SCC 4.40.065(11), the Contractor may be authorized to shift funds within the items defined in the budget shown above subject to the following conditions:

1. No funds may be shifted without **prior** written authorization from the County's contact set forth in Section 7 of the Agreement. Authorization to shift funds must be sought and approved **prior** to anticipated need.

2. Funds shifted shall aggregate no more than twenty percent (20%) of the total allocation amount.
3. Funds shifted shall be within the original allocation. Authorization to shift funds IS NOT authorization to exceed the original amount of the allocation. In no event shall payments by the County under the Agreement exceed the Contract Maximum.
4. Funds may only be shifted among items listed in the original budget. No new budget items or expenditure categories may be funded without an amendment to this Agreement.

Schedule C
Contractor's Project Application

C - 1

Snohomish County
**Tourism Promotion Projects
Assistance Program**

PROJECT SPONSOR INFORMATION

Project Title: Tourism Branded Street Pole Banners

Project Sponsor / City of Monroe
Contract Authority: _____

Address: 806 W. Main Street

City: Monroe State: WA Zip: 98272

Contact Person: Mike Farrell

Address: 806 W. Main Street

City: Monroe State: WA Zip: 98272

Phone: (360) 863-4557 Email: mfarrell@monroewa.gov

Sponsor is: Non-Profit Public agency

Requested: \$ 10,000 Match: \$ 2,800 Total Project Budget: \$ 12,800

Estimated visitors drawn:600,000 **Estimated overnight stays generated:**100,000+

Completed application packages are due by 5:00 p.m., September 10, 2015.
Please give brief and succinct answers to the questions below.

Responses must be limited to the spaces provided.

PROJECT SUMMARY

In the space below, provide a concise, one paragraph summary of your proposed project and what tourism expansion objectives it will accomplish. If your request is part of a larger project, you may briefly describe the over-all project. However, please focus the majority of your answer on the specific element for which you are requesting funding.

We are requesting \$10,000 from the Snohomish County LTAC Hotel/Motel Fund to design, purchase and install 70 street pole banners for the historic downtown and North Kelsey shopping, lodging and restaurant retail areas in the heart of Monroe. The street banners will be designed to promote tourism and incorporate an aesthetic branding blend of the City, Chamber of Commerce and Snohomish County. The branding elements will be consistent for all of the banners, yet individual banners will display a distinct category of tourism-related themes (eg. 'Ride Here, Stay Here, Eat Here, Shop Here, Open Up Here, Race Here, Bike Here, etc.'). This cross-promote marketing approach will help introduce hidden assets in our community and bring together our historic downtown, the North Kelsey shopping area and the Evergreen State Fairgrounds as tourist destinations in Snohomish County.

PROJECT SCOPE OF WORK

Fully describe the project. Expand your summary paragraph from page one to address such issues as: what it is you wish to do; who will benefit and why and how; beginning and ending dates of your project; and what measures you will apply to evaluate its success. If you are requesting funds for a specific portion of a larger project, please so state but focus your response on the element for which you are requesting funding assistance. This section requires that you to establish, in a clear and quantifiable way, that your project will sustain or enhance one or more aspects (to be identified by you) of tourism in Snohomish County. Proposals from projects that can prove they will generate overnight stays are preferred. Please coordinate your project's milestones with the time line on page 9 of this package.

We are requesting \$10,000 from the Snohomish County LTAC Hotel/Motel Fund to design, purchase and install 70 street pole banners for the historic downtown and North Kelsey shopping, lodging and restaurant retail areas in the heart of Monroe. The street banners will be designed to promote tourism and incorporate an aesthetic branding blend of the City, Chamber of Commerce and Snohomish County. The branding elements will be consistent for all of the banners, yet individual banners will display a distinct category of tourism-related themes (eg. 'Ride Here, Stay Here, Eat Here, Shop Here, Open Up Here, Race Here, Bike Here, etc.').

This cross-promote marketing approach of street banners that promote both the City of Monroe as well as the Evergreen State Fairgrounds and Evergreen Speedway will help introduce hidden assets in our community and also bring together our historic downtown, the North Kelsey shopping area and the Evergreen State Fairgrounds as tourist destinations in Snohomish County. Existing and new events held in the greater Monroe area will benefit from the tourism imagery that the banners will display as well as area restaurants, lodging and shopping districts.

The project can commence immediately following the availability of grant funding. Design of the banners is estimated to take 1-2 months and will include review and comment from partners including the Monroe Chamber of Commerce, Snohomish County Tourism Bureau, Evergreen State Fairgrounds and Evergreen Speedway. The banners will then be ordered and installed immediately upon delivery by City of Monroe employees. The execution of the project from start to finish is expected to take no longer than 3 months from the date of availability of grant funds.

We will monitor and track annual visitor attendance and overnight stay estimates at Monroe area events as provided by the City of Monroe, Snohomish County Sports Commission and Evergreen State Fairgrounds that may be utilized to demonstrate that this project supports and promotes tourism in our area.

PROJECT ELIGIBILITY

How does your project align with the Snohomish County Strategic Tourism Plan? Which strategy or strategies does your project support?

This application for funding to purchase tourism-branded street pole banners aligns with the Snohomish County Strategic Tourism Plan as it will:

- Promote strong assets such as the Evergreen State Fairgrounds and Evergreen Speedway, and area special events such as The Tri-Monroe Triathlon and Pro Wakeboard Tour that attract visitors to Snohomish County and encourage them to stay longer, explore more, and return often.
- Incorporate in its design a branding blend of the City of Monroe, Monroe Chamber of Commerce and the Snohomish County Tourism Bureau that builds on County strengths in a genuine and powerful way.
- Demonstrate effective marketing and promotion effort that cross-promotes assets and events in our area of Snohomish County and support area infrastructure and services, including overnight accommodations and restaurants.
- Unite a collaborative network of partners such as the City of Monroe, Evergreen State Fairgrounds, Evergreen Speedway, Monroe Chamber of Commerce and Snohomish County Tourism Bureau to work together to strengthen the County's tourism market for the benefit of all.

The tourism-branded street pole banners will support the following strategies:

- Develop strong cross-promotional marketing through its blended branding and messages that will promote events and facilities in the City of Monroe and within Snohomish County (Fairgrounds/Speedway)
- Promote hidden assets
- Have fun and engage people in surprising ways through the design and messaging elements
- Promote and support the County's diverse shopping options
- Continue to build the County's organized sporting events market
- Promote adventure-focused day trip itineraries
- Support the serendipity of discovery

The street banners will be designed to promote tourism and incorporate an aesthetic branding blend of the City, Chamber of Commerce and Snohomish County. The branding elements will be consistent for all of the banners, yet individual banners will display a distinct category of tourism-related themes (eg. 'Ride Here, Stay Here, Eat Here, Shop Here, Open Up Here, Race Here, Bike Here, etc.'). This cross-promote marketing approach will help introduce hidden assets in our community and bring together our historic downtown, the North Kelsey shopping area and the Evergreen State Fairgrounds as tourist destinations in Snohomish County.

ECONOMIC IMPACT

Because Snohomish County operates the Hotel-Motel fund as an economic development tool, one of the key evaluation criteria for selecting a project for funding is its potential economic benefit. In addition, the County is required to report to the State on the numbers of visitors and the numbers of overnight stays generated by each project. Please indicate the anticipated economic impact of your project and, especially, its potential for generating visitors and overnight stays. Quantify your projections and indicate how you propose to verify your results. Remember, food and fuel purchases assist the local economy but do not contribute to the Hotel-Motel fund; the fund derives entirely from taxes on overnight lodging in the county. If your project will not result directly in overnight stays, try to demonstrate how its success may contribute to generating future overnight stays. An example might be a one-day festival you sponsor which, when combined with – and jointly marketed with – an event the following day which appealed to the same audience, would encourage visitors to spend the night and attend both events. In this example, it would be important to discuss the timeframe and strategy for future implementation of an appropriate cooperative marketing campaign to link your one-day festival with the second one. Again, quantify your projections and explain the methodology by which you developed them.

The street banners will be designed to promote tourism and events that generate overnight stays and incorporate an aesthetic branding blend of the City, Chamber of Commerce and Snohomish County. The branding elements will be consistent for all of the banners, yet individual banners will display a distinct category of tourism-related themes (eg. 'Ride Here, Stay Here, Eat Here, Shop Here, Open Up Here, Race Here, Bike Here, etc.').

Events held in the City of Monroe, Evergreen State Fairgrounds and Evergreen Speedway, all located at Monroe bring annually an estimated 600,000 visitors according to estimates from the Snohomish County Sports Commission and Evergreen State Fairgrounds (Fairgrounds Master Plan). A conservative estimate of 100,000 overnight stays at Snohomish County area hotels are generated from these events located at Monroe. The Snohomish County Sports Commission tracks overnight stays at annual sporting events held in Monroe including the Tri-Monroe Triathlon and Pro Wakeboard Tour, both of which are supported with funding from our local lodging tax as those two events total close to 1,000 room nights annually.

The tourism-branded banners will help introduce hidden assets in our community as well as existing events that will bring together our historic downtown, the North Kelsey shopping area and the Evergreen State Fairgrounds as tourist destinations in Snohomish County.

PROJECT BUDGET

Please detail the budget for your project. Remember that though the County can pay no personnel costs (wages, benefits, etc.), such costs are eligible as a portion of your matching portion. The County can pay a share of such costs as postage, design and layout of printed materials, printing, and communications. Please specify whether your various match items will be either cash (C) or in-kind (I/K).

Project Name:				
Item	Requested From County	Cash Match	In-Kind Match	Total
1. Banners	\$10,000	\$2,800	\$	\$12,800
2. Labor installation	\$	\$	\$1,128	\$1,128
3.	\$	\$	\$	\$
4.	\$	\$	\$	\$
5.	\$	\$	\$	\$
6.	\$	\$	\$	\$
7.	\$	\$	\$	\$
8.	\$	\$	\$	\$
9.	\$	\$	\$	\$
10.	\$	\$	\$	\$
Totals:	\$10,000	\$2,800	\$1,128	\$13,928

BUDGET NARRATIVE

In the space below please offer any information which you feel may provide useful background on your proposed budget such as source and rate at which matching labor costs are calculated, numbers of promotional pieces to be produced, numbers of media ads to be placed, media outlets to be used, etc.

The City purchased 28 banners at a cost of \$100 per banner. The request is for an additional 70 banners to be installed in additional commercial/retail areas within Monroe to promote tourism and overnight stays from the wide array of public festivals and events throughout the year, as well as tourism-related facilities (Evergreen State Fairgrounds, City Parks), shopping, lodging and restaurants. The labor cost is based upon the average labor and benefits hourly cost of \$47 for a City crew of three estimated to install the banners over eight hours.

The City of Monroe has annually secured and intends to continue to secure local lodging tax funding to support two special events that draw overnight stays, the Tri-Monroe Triathlon (\$6,500 awarded in 2015) and Pro Wakeboard Tour (\$6,500 awarded in 2015). The proposed LTAC Hotel/Motel Fund application for tourism-branded street pole banners will support these and other events that draw overnight stays in Snohomish County area hotels.

PROJECT TIME LINE

Please use the chart below to break out your project into its major items, showing when each will be accomplished.

MONTH	TASK ITEM
July	Design process for banners
August	Design process for banners / Order banners
September	Install banners
October	
November	
December	

Please use the space below to provide any necessary background on elements of your project time line.



**PUBLIC WORKS DEPARTMENT
DESIGN & CONSTRUCTION DIVISION
FEBRUARY 2016 UPDATE**

TJERNE PLACE – CHAIN LAKE ROAD TO WOODS CREEK ROAD

Background

This project involves extending Tjerne Place from Chain Lake Road to Woods Creek Road. Right-of-Way acquisition is needed along the length of the project. The proposed improvements include wide sidewalks on both sides of the road, two 12-ft travel lanes and a center turn lane, modifications to the existing signal at Chain Lake Rd and Tjerne Place, and a new driveway into the Safeway shopping center. Provisions are being made for a new signal at Woods Creek Rd, and will be installed depending on the cost of the project. We have a commitment from PUD to provide \$1,000,000 and have received a \$3,100,000 grant from TIB.

Estimated Cost: \$4,847,700

Construction Target: Begin Summer 2015; End Summer 2016

Update

January work was focused on work near Woods Creek Road, which included storm utilities and installing underground conduit runs for the future electrical needs of the signal. This month will continue to focus on electrical work, as well as installing new storm lines on the west end of the project (adjacent to Chain Lake Road).

Timeline

July 2015	Construction begins
November 2015	Construction suspended
April 2016	Construction resumes
July 2016	Substantial Completion
August 2016	All Work Completed
Sept 2016	Project is Accepted



W. MAIN STREET SIDEWALKS

Background

The project scope includes installing a concrete sidewalk along the south side of W. Main Street between the Tester Road Roundabout and the future Housing Hope development. This would complete sidewalk connectivity between downtown and the Monroe High School, thereby increasing pedestrian safety and providing alternative modes of transportation. The City received a grant from TIB in the amount of \$368,638 to help fund this project.

Estimated Cost: \$495,000

Construction Target: Spring 2016

Update

Engineering staff are completing the project design documents this month, and coordinating construction easements with adjacent property owners. The targeted bid advertisement date will be in April, 2016, which is based on construction occurring while the Monroe School District is on summer break.

Timeline

November 2014	Grant Awarded
February 2015	Design
February 2016	Design completed
April 2016	Project advertised to contractors
June 2016	Construction begins
August 2016	Construction complete



179th AVENUE SE SIDEWALKS

Background

The City of Monroe applied for and received a \$372,500 grant from the Community Development Block Grant Program of Snohomish County's Housing and Urban Development. The concrete sidewalk will be installed along the west side of 179th Ave SE, filling in gaps such that once the project is completed there will be a continuous sidewalk along the west side from Main Street to 157th Street SE.

Estimated Cost: \$372,500

Construction Target: Summer 2016

Update

Engineering staff are working the design drawings and also working with adjacent property owners to acquire necessary right-of-way to construct the project. The targeted bid advertisement is April, 2016. The project construction timeline is based on construction occurring while the Monroe School District is on summer break.

Timeline

January 2015	Grant Awarded
August 2015	Design
March 2016	Design completed
April 2016	Project advertised to contractors
June 2016	Construction begins
August 2016	Construction complete



WOODS CREEK ROAD PHASE I

Background

In 2011 plans were prepared for a new shared path along the west side of Woods Creek Road that would connect the downtown to the trail system coming down from The Farm development. The plans include a paved 10' wide trail, soldier pile retaining wall, and necessary storm drainage. At that time local funding carried the project only through design development. In 2014 the City received a grant from the Puget Sound Regional Council (PSRC) to construct the project. This grant award has a maximum payable amount of \$1,718,000. The project is alive again and will be constructed in 2016.

Estimated Project Cost: \$2,071,000 (incl. design & construction)

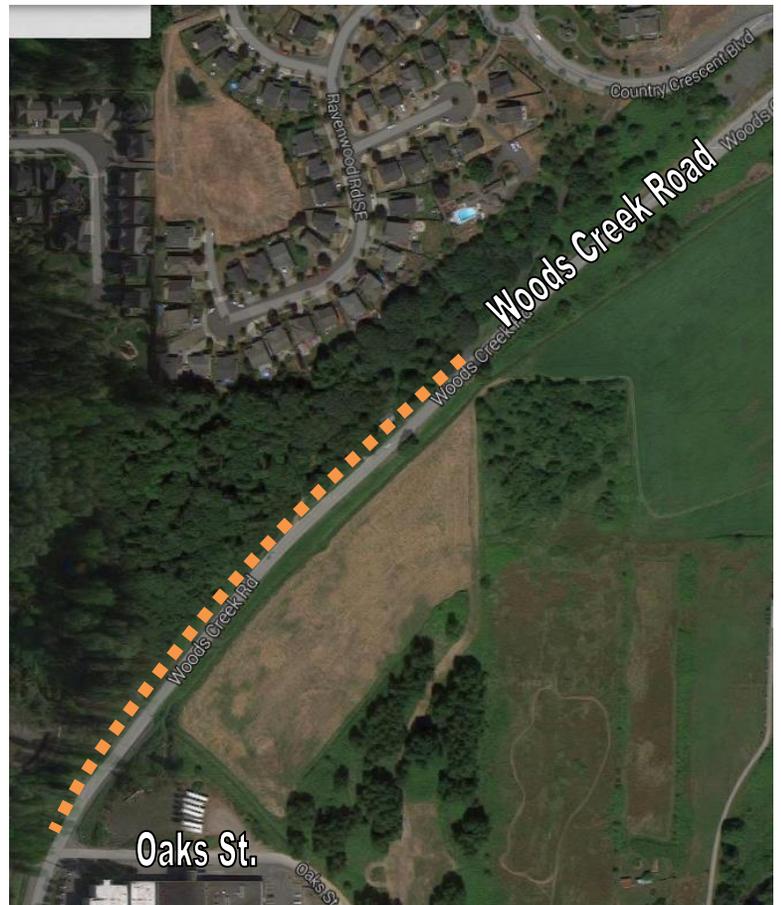
Construction Target: Summer 2016

Update

The project is out for public bid advertisement, with the bid opening occurring in mid-February. Concurrently, the City will be reviewing and selecting a construction management firm to assist with project inspection and documentation support services.

Timeline

January 2014	Grant Awarded
August 2015	Design
Winter 2015/16	Design completed
January 2016	Project advertised to contractors
May 2016	Construction begins
Sept. 2016	Construction complete



SIDEWALK RAILROAD CROSSINGS – FRYELANDS BOULEVARD & 179TH AVENUE SE

Background

In 2015 the City received a \$244,500 grant from the Community Development Block Grant (CDBG) program of Snohomish County. The purpose of this project is to provide safe pedestrian pathways across the existing railroad tracks at both the Fryelands Boulevard and 179th Avenue SE street crossing locations.

Estimated Project Cost: \$291,500

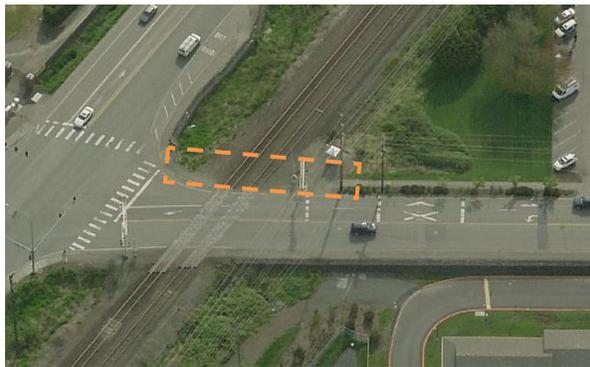
Construction Target: Summer 2016

Update

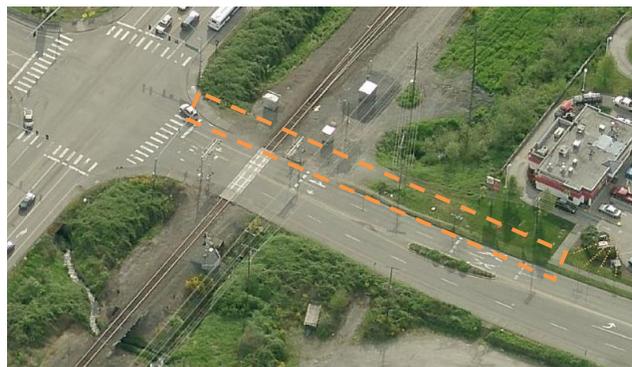
A topographic survey was completed for both crossing locations. Engineering staff are coordinating plans with Burlington Northern Santa Fe (BNSF) for a wider access easement over the railroad tracks. The progress of design and eventual construction is heavily dependent on BNSF and the Utility Transportation Commission (UTC). With that understanding, we anticipate the design efforts to begin in the Fall of this year and have project documents complete and ready for contractor bid advertisement in 2017.

Timeline

January 2015	Grant Awarded
August 2016	Design
Winter 2016/17	Design completed
Spring 2017	Project advertised to contractors
Spring 2017	Construction begins
Summer 2017	Construction complete



179th Avenue SE



Fryelands Boulevard

COLUMBIA AND ELIZABETH WATERMAIN

Background

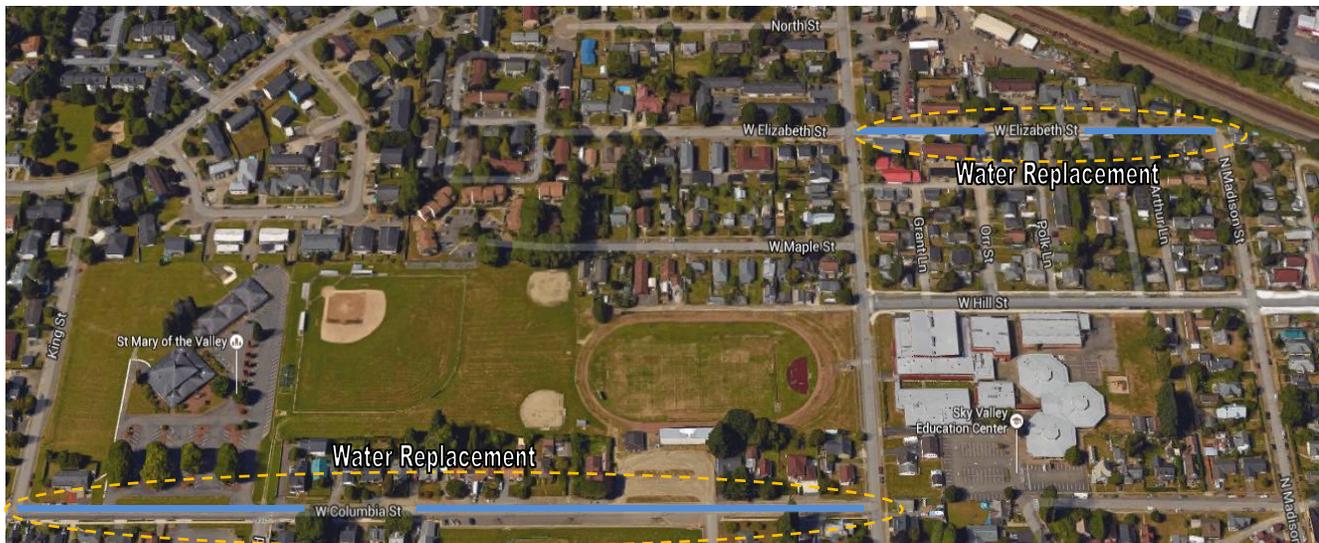
The water mains under Columbia Street and Elizabeth Street are aging and will be replaced with new ductile iron pipe this Spring. The water replacement work is scheduled to be completed by July. Later this summer the streets' surfaces will be milled and overlaid with new asphalt and striping.

Update

Project design documents are nearing 100% completion. The project will be out for public bid early this month.

Timeline

Fall 2015	Design
February 2016	Design completed
February 2016	Project advertised to contractors
April 2016	Construction begins
July 2016	Water construction ends
August 2016	Asphalt overlay



RIVMONT WATERMAIN

Background

The road surface condition of Rivmont Street is substandard, and the existing water main is aging. The City will replace the water main this Spring with new ductile iron piping, as well as rehabilitate the road surface with new asphalt and road base.

Update

Engineering staff are developing design documents, which are estimated at 50% complete. The targeted bid advertisement month is March, 2016, per the schedule below. This month the design group will work to complete the construction contract package and be ready for bid next month.

Timeline

January 2016	Design
March 2016	Design completed
March 2016	Project advertised to contractors
May 2016	Construction begins
July 2016	Water construction ends
August 2016	Road Construction ends



FAIRFIELD PARK ENTRANCE

Background

The existing entrance into Snohomish County's Fairfield Park is difficult to access for vehicles travelling north on Fryelands Boulevard. This project represents a coordinated effort with Snohomish County Parks to realign the entrance to the south and across from 156th Street SE. The City will construct the new entrance from Fryelands Boulevard to the City Limits, and the County will extend the park's access road to connect to the new location.

Update

The City's on-call environmental consultant is working with staff to prepare a biological assessment for the project area. Once the assessment is complete, staff will prepare a SEPA for public input concurrent with advancing design drawings.

Timeline

Spring 2016	Design
May 2016	Design completed
May 2016	Coordination with County
Summer 2016	Construction begins
Summer 2016	Construction ends



2016 STREET PRESERVATION PROGRAM

Background

The City has established a Transportation Benefit District (TBD) to help maintain existing streets. Maintenance efforts include practices such as overlaying with new asphalt, adding new aggregate to the road surface (chip sealing), replacing lost binder oils on the surface (fog seal), and filling in cracks with elastomeric material (crack sealing).

The City has a program that determines best use of TBD funds to maximize maintenance efforts toward our citywide street system. Additionally, the asphalt overlays will be combined with Snohomish County's annual overlay program for efficiency and competitive pricing opportunities. Other treatments may be coordinated with Snohomish County, other local agencies, or pursued as a capital project using contractor bids to perform the work.

For overlays and chip sealing applications, existing sidewalk ramps adjacent to the project area will be reviewed and reconstructed as necessary to be compliant with current ADA standards. All treatments are anticipated to occur during the dry summer months.

2016 Street List

The following streets are targeted for preservation efforts in 2016. Staff are coordinating with Snohomish County to utilize the county-wide overlay program for competitive bid pricing, as well as analyzing pedestrian crossings within the overlay projects for ADA compliance.

<u>Street</u>	<u>Limits</u>	<u>Application</u>
143 rd St SE	West End to East End	Fog Seal
152 nd St SE	Fryelands Blvd to 167 th Ave SE	Fog Seal
173 rd Ave SE	South end to 156 th St SE	Fog Seal
197 th Ave SE	143 rd St SE to Chain Lake Rd	Fog Seal
Ferry St	Main St to Hill St	Fog Seal
Mountain View Rd SE	171 st Ave SE to End	Fog Seal
Sawyer St	Van Ave SE to 171 st Ave SE	Fog Seal
Sykes Drive	Sawyer St to End	Fog Seal
Tatty Ave	South End to 160 th St SE	Fog Seal
Van Ave SE	168 th Dr SE to North End	Fog Seal
Wales St SE	Fryelands Blvd to Cambridge St	Fog Seal
Ann St	Fremont St to Railroad Ave	Chip Seal
Madison St	Powell St to Main St	Chip Seal
Woods Creek Road	Oaks St to City Limits	Chip Seal
North St	Kelsey St to End	Overlay
181 st Ave SE	150 th St SE to 149 th St SE	Overlay
Columbia St	182 nd Ave to Kelsey St	Overlay
Powell St	Park St to Sams St	Overlay
173 rd Ave SE	161 st Pl SE to End	Overlay
Fryelands Boulevard	152 nd St to 154 th ST (south lanes)	Overlay
Chain Lake Road	Roundabout to Rainier View Rd	Overlay
Rivmont Dr	West End to East End	Reconstruct

GRANTS

The City actively pursues other sources of project funding through grants. Grants sources include State and Federal resources and help defray the cost of maintaining and improving the City of Monroe's infrastructure. The following is a summary of grant activity that Public Works staff are involved in.

<u>Grants Received:</u>	<u>Grant Amount</u>	<u>Description</u>
Main St. Gateway Entrance	\$246,000	Design round-a-bout for Gateway Entrance
Tjerne Place Extension	\$3,151,000	Extend Tjerne Place to Woods Creek Road
Main Street Sidewalk	\$368,638	Add sidewalk along the south side of Main St
179 th Ave SE Sidewalks	\$372,251	Add sidewalk to the west side of 179 th Ave SE
Woods Cr. Trail Phase I network	\$1,718,000	Build trail from downtown to Farm trail
Sidewalk Railroad Crossings	\$244,500	Fryelands Blvd & 179 th Ave SE sidewalks
Asphalt Overlays	\$401,000	Portion of Fryelands (Main to 152 nd) and Chain Lake Road (Rainier to Brown)

PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE

2016 O&M DIVISION SMALL PROJECT UPDATE

Background

The maintenance work that City staff completes annually includes small improvement projects such as replacing a section of obsolescent water main, updating street lighting, refurbishing a failed drainage infiltration system, or improving ADA access ramps at an intersection. These projects are minor enough in scope and budget to make it more cost effective to complete the work with in-house labor due to the reduction in required administrative overhead and outside contractor cost mark ups.

Update:

Listed below is an update for the small project schedule for late 2015 and 2016.

- **SR2 - Street light LED repair and retro-fit Phase I – Winter, 2015-2016**
Completion will increase pedestrian and motorist safety on SR2 within the City's service area. **100% complete, January 6, 2015.**
- **Lords Lake bio-swale inlet re-establishment – Summer, 2016**
Re-establish function of Lords Lake inlet bio-swale by removing silt and replanting vegetation.
- **Asphalt patching in advance of TBD projects – Spring/Summer, 2016**
Repair areas of roads to be resurfaced prior to work by contractors. Repair work funded by TBD.
- **Vegetative Buffer Rehabilitation Phase II – Summer, 2016**
Completion will eliminate the final section of the unnecessary soil berm and associated hazard trees along the trail. In lieu of a raised soil berm, a vegetative berm will be re-established at grade using coniferous and deciduous tree species that are sized appropriately for the site. **5% complete, February, 2016. Staff has completed and applied for grading permit and SEPA.**
- **Automated Metering Infrastructure (AMI) – 2016**
Completion of AMI installation will include replacement of 6000 customer water/sewer meters, customer information interactive web access and instantaneous meter read capability. **10% complete, February, 2016. Ferguson Waterworks and the City are in the final phases of contract execution.**
- **Spring Hill pump station – Winter, 2015/2016**
The area surrounding the Spring Hill reservoir does not have water service pressure that meets the minimum standards as established by Washington State Dept. of Health. The pump station will up service pressures to acceptable levels for all customers served in the pressure zone. **15% complete, January 5, 2016. Plans and specifications have been finalized.**
- **AC water main replacement 154th ST SE and 182nd AVE SE – Fall, 2016**
Replace approximately 300 lineal feet of obsolescent 8" AC water main with new ductile iron pipe.



MONROE THIS WEEK

Edition 5 February 5, 2016



Mayor

Geoffrey Thomas
gthomas@monroewa.gov

Councilmembers

Patsy Cudaback
Kevin Hanford
Ed Davis
Jason Gamble
Jim Kamp
Jeff Rasmussen
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

Construction Inspector

Events this Week

- 02/09 City Council Legislative Affairs Committee Meeting, Permit Center, City Hall, 6PM
- City Council Meeting, Council Chambers, City Hall, 7PM
- 02/15 President's Day
CITY HALL CLOSED

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

This week Councilmember Gamble and I traveled to Olympia to a legislative luncheon hosted by the Economic Alliance of Snohomish County. We had the opportunity to talk with representatives of other organizations about our support for widening SR-522. We also heard from Legislators about the need to widen SR-522. We continue to actively advocate for funding and finishing SR-522.

Homelessness Meetings

This week I attended two meetings on homelessness. The meetings were held in Everett and included elected officials, agencies, and other interested parties from around Snohomish County. Governor Inslee was the primary speaker at the first meeting I attended. The focus of these meetings was on an approach called "Housing First," which is in use in Utah, Spokane, and Seattle among other places. The program seeks to work with non-profits and/or governmental agencies to develop and operate housing units for people who are homeless. There is a strong interest to begin a similar program in Snohomish County. I will continue to monitor how the program develops and how Monroe might be part of it.

City of Monroe Year-to-Date Comparisons

The following are year-to-date comparisons

Sales Tax Revenues

'15 to 1/31/15: \$278,286

'16 to 1/31/16: \$308,703

UP \$30,417 or 10.93%

Real Estate Excise Tax

'15 to 1/31/15: \$23,286

'16 to 1/31/16: \$74,152

UP \$50,865 or 218.44%

Lodging Tax Revenues

'15 to 1/31/15: \$3,945

'16 to 1/31/16: \$5,407

UP \$1,462 or 37.05%

Business License Fees

'15 to 1/31/15: \$4,318

'16 to 1/31/16: \$5,229

UP \$912 or 21.12%

Building Permit Revenues

'15 to 1/31/15: \$23,749

'16 to 1/31/16: \$16,374

DOWN \$7,375 or -31.05%

Planning Fee Revenues

'15 to 1/31/15: \$1,950

'16 to 1/31/16: \$1,700

DOWN \$250 or -12.82%

New House Permits

'15 to 1/31/15: 5

'16 to 1/31/16: 2*

DOWN 3 units or 60%

**9 new single family permits were submitted in Jan. '16*

Multi-Family Permits (# units)

'15 to 1/31/15: 0

'16 to 1/31/16: 2 units

UP 2 units

Building Division Inspections

'15 to 1/31/15: 91

'16 to 1/31/16: 131

UP 40 or 43.96%

Planning Commission Meeting

The Monday, February 8, 2016, Planning Commission Meeting will feature a presentation from Mr. Joe Tovar. Mr. Tovar is a former Community Development Director for the Cities of Shoreline, Covington, and Kirkland and also served for twelve years as a member of the Growth Management Hearings Board (a state appeals body which decides on city and county compliance with the Growth Management Act). The presentation will touch on topics such as Planning Commission, City Council and Staff roles in the planning process, the Growth Management Act, zoning, and public participation. Mr. Tovar has been involved in training various groups and organizations including citizens, planning commissions, elected officials and students throughout his forty year career. The public is welcome to attend and learn more about planning issues. The Planning Commission meeting starts at 7:00 p.m. in the Monroe City Hall Council Chambers.

Downtown Monroe Association

In the latter part of 2015, a group called the Downtown Monroe Association (DMA) formed with the objective of creating a sustainable non-profit "Main Street" organization. While participation in the DMA is growing, the group is actively seeking more members to work towards the creation of a sustainable Main Street Program. This week, the City of Monroe issued a Request for Proposal for a consultant to develop a short-term strategic plan intended to support a financially self-sufficient downtown Monroe Main Street Organization. The Downtown Monroe Association can be contacted at downtownmonroeassociation@gmail.com.

Park Place Middle School Modernization

This week the Monroe School District submitted its building plans for the modernization of the Park Place Middle School on West Main Street. The project will include renovation and demolition of existing structures as well as new facility space and athletic field upgrades. The work is proposed to be done in phases, to start this summer and to be completed in the summer of 2018.

Propulsion Cablepark Monroe

H30 submitted the past due rent last week. Groundbreaking is tentatively scheduled for Thursday, March 3, 2016. We will provide updates on the groundbreaking and the project as it develops.

Safety Reminder

With the winter months still upon us carbon monoxide (CO) is always a concern. The odorless and poisonous gas can make a person feel sick and can be deadly. CO alarms should be installed outside each sleeping area and on every level of the home. Remember to test your CO alarms at least once a month along with your smoke detectors and if the alarm sounds, get out of the house and into fresh air. For more information on preventing CO poisoning visit <http://www.nfpa.org/safety-information/safety-tip-sheets>

Project Updates!

Tjerne Place SE Extension

A lot of the underground work has been completed! The contractor is now working to finish the base layer of the new road section.





City of Monroe

Legislative Update (2/05/16)

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. Please note legislation discussed in the **AWC/City Legislative Priorities/Issues** section to see important issues under consideration. Please review the bills, confirm the City's position and provide direction.

CITY OF MONROE 2016 LEGISLATIVE PRIORITIES

The Economic Alliance of Snohomish County held their annual Legislative Reception in Olympia. *Thank you Mayor Thomas and Councilmember Gamble for making the trek down to Olympia and effectively advocating for SR-522 with Snohomish County leaders and legislators.*

SR 522: Support for completing the final two phases (widening and interchange) of SR-522 continues to grow and be recognized as a highway of both regional and statewide significance that must be prioritized in the State's Transportation Plan. Snohomish County, SCCIT and EASC have included SR-522 as one of three regional transportation project priorities. We've met with both Transportation Committee Chairs in the past week, and both clearly understand the importance of completing the final phases of this project. While the SR-522 Paradise Road Interchange design is currently funded in the 2025-27 and 2027-29 biennia, Sen. Rosemary McAuliffe and Rep. Moscoso have submitted requests that the 2016 Supplemental Transportation Budget move \$10 million funding into the 2015-17 biennium. Another immediate challenge we face is the current Connecting WA account SR-522 project description limits the use of allocated funds to design of the interchange. WSDOT has indicated they need legislative direction in order to also use these allocated funds for design and pre-engineering of widening the highway. We have requested the Legislature to authorize WSDOT to utilize the account funds currently allocated for the SR-522 Interchange to also be used for widening.

Lake Tye Park Athletic Fields: The City updated the capital budget request for Lake Tye Park to include additional information showing the City is providing matching funds for the project (land acquisition, staff time, maintenance) and working to obtain additional funds for construction/completion through RCO, county and other available sources. Sen. Pearson has submitted the request in the Senate and Rep. Scott has submitted the request in the House. We also met with Rep. Norma Smith (Assistant Ranking Member of the House Capital Budget Committee and advocate for projects in Snohomish County) to discuss the project and asked for her support to help obtain funding for the athletic fields in the supplemental capital budget.

GreenLightStrategies.com

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2016 LEGISLATIVE SESSION UPDATE

The Legislature passed its first legislative cutoff deadline on Friday, February 5. All bills still being considered must have been passed by the policy committees. Bills with fiscal impacts have until February 9 to pass out of fiscal committees. Then, both the House and Senate will be on the floor to vote on legislation. All bills must be passed by the originating chamber by February 17 to be considered by the opposite chamber.

STATE SUPPLEMENTAL BUDGETS

The House and Senate budget committees are drafting budget proposals for necessary changes to the biennial budgets passed last year. The Chairs of each budget committee will likely be offering their budget proposals for consideration within a few weeks.

AWC/CITY LEGISLATIVE PRIORITIES/ISSUES

Liquor Revenue Legislation: [HB 2438](#) and [SB 6425](#) implement a phased approach for increasing liquor revenue distributions to local governments. The bills remove the cap that was put on liquor profit revenues in 2012, restoring the 50/50 sharing relationship of this revenue stream between the state and local governments. Both bills passed their respective policy committees and await further action by fiscal committees. (*MONROE: SUPPORT; AWC: SUPPORT*)

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, is being considered for floor action by the Rules Committee. (*MONROE: OPPOSE; AWC: OPPOSE*)

Water and Sewer Utility Taxes: [SB 6115](#), capping city utility tax rates on water and sewer at six percent unless the rate is first approved by a majority of the voters, was heard in committee but failed to be brought up for further action prior to the committee cut-off. Therefore, no further action will be taken this year. (*MONROE: OPPOSE; AWC: OPPOSE*)

Public Records: [HB 2576](#), regarding public records requests to local agencies, was passed by the policy committee and awaits further action by the fiscal committee. It must be heard and passed by February 9 to continue being considered this year. (*MONROE: MONITOR; AWC: SUPPORT*)

Fireworks Regulation: [HB 2348](#), allowing cities to restrict the use of fireworks less than one year after adoption if an extreme fire hazard or imminent threat of wildfire due to drought conditions exists, has passed out of the policy committee and awaits further action in the H Rules Committee. (*MONROE: MONITOR; AWC: SUPPORT*)



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
SHB 1605	Fire protection/benefit chrg	H Finance	Peterson	Monitor
SHB 1684	Public records, charges for	H Rules R	Takko	Monitor
E2SHB 1745	Voting rights	S GovtOp&Sec	Moscoco	Monitor
HB 1802	Long-range planning costs	H Local Govt	Fitzgibbon	Monitor
HB 2029	Public trans benefit areas	H Trans	Fey	Monitor
HB 2097	Ltd jurisdiction courts/fees	H Rules R	Kirby	Monitor
SHB 2146	Public works requirements	H Cap Budget	Kilduff	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 Finance	Stokesbary	Monitor
SHB 2348	Local fireworks ordinances	H Rules R	Hawkins	Monitor
HB 2353	OPMA civil penalties	H Rules R	Hunt, S.	Monitor
HB 2358	Water-sewer districts	H Rules R	Kochmar	Monitor
HB 2362	Recordings/law enf., etc.	H Rules R	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 2395	Condominium conversion fee	H Comm Dev, Hous	McBride	Monitor
HB 2397	Housing demolitions fee	H Comm Dev, Hous	McBride	Monitor
HB 2438	Excess liquor revenue dist.	H Approps	Nealey	Support
HB 2442	Affordable housing zones	H Comm Dev, Hous	Appleton	Monitor
HB 2460	Firearms/public places	H Judiciary	Walkinshaw	Monitor
SHB 2486	Environmental statutes	H Gen Govt & Inf	Fitzgibbon	Monitor
SHB 2509	Wildlife and recreation prq.	H Rules R	Tharinger	Monitor
SHB 2544	Affordable housing options	H Finance	Frame	Monitor
HB 2565	Local sales & use tx changes	H Finance	Vick	Monitor
HB 2576	Local agency public records	H Local Govt	McBride	Monitor
SHB 2583	Local creative districts	H Gen Govt & Info	McBride	Monitor
HB 2617	District-based elections	H State Governme	Manweller	Monitor
SHB 2647	Tax foreclosed prop./housing	H Rules R	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 Rules R	Peterson	Monitor
HB 2741	State & local fiscal agents	H Rules R	Kuderer	Monitor

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HB 2764	Public defense fund distrib.	H Rules R	Jenkins	Monitor
HB 2788	Municipal water rights	H Ag & Nat Res	Shea	Monitor
HB 2816	Trans. benefit district tax	H Trans	Muri	Monitor
HB 2864	Trans. benefit tax increase	H Trans	Hunt, S.	Monitor
HB 2971	Real estate/local government	H Finance	McBride	Monitor
SSB 5109	Infrastructure/local govt	S Ways & Means	Brown	Monitor
SB 5896	Liquor revenue distribution	S Ways & Means	Fraser	Monitor
SB 6031	Public works contractors/DES	S GovtOp&Sec	Chase	Monitor
SB 6100	Economic gardening pilot pr.	S Ways & Means	Chase	Monitor
SB 6115	Water, sewerage businesses	S GovtOp&Sec	Chase	Oppose
SB 6129	District-based elections	S GovtOp&Sec	Roach	Monitor
SB 6147	Water-sewer districts	S Rules 2	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 Rules 2	Roach	Monitor
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
SSB 6211	Nonprofit homeownership dev.	S Rules 2	Dammeier	Monitor
SSB 6239	Affordable housing options	S Ways & Means	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
SB 6422	Affordable housing	S HumSer/MenHlth	Miloscia	Monitor
SB 6425	Excess liquor revenue dist.	S Ways & Means	Hewitt	Support
SB 6426	School siting	S GovtOp&Sec	Conway	Monitor
SB 6508	Public works assist. loans	S GOSDP	Chase	Monitor
SB 6567	State route number 2 trestle	S Transportation	Hobbs	Monitor
SSB 6570	Toxic pollution cleanup	S EETDPS	Ericksen	Monitor