

## MONROE CITY COUNCIL

Regular Business Meeting  
June 21, 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 Rasmussen

Announcements And Presentations

1. Presentation: Snohomish County Public Utility District No. 1

Public Hearing

1. AB16-087: Public Hearing - Ordinance No. 003/2016, Interim Zoning - East Monroe; and Resolution No. 008/2016, Adopting Findings in Support of Ordinance No. 003/2016

Documents: [AB16-087\\_PH\\_ORD 003 2016 AND Approval of RES 008 2016.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 3 minutes per speaker.**]

Consent Agenda

1. Approval of the Minutes; June 14, 2016, Regular Business Meeting

Documents: [20160621 CA1 MCC Minutes 20160614.pdf](#)

2. Approval of AP Checks and ACH Payments

Documents: [20160621 CA2 AP Checks.pdf](#)

3. AB16-088: Ordinance No. 008/2016, Repealing MMC 2.48, Library Board; Final Reading

Documents: [AB16-088\\_ORD 008 2016\\_Repeal\\_Disband Monroe Library Board.pdf](#)

New Business

1. AB16-089: Discussion: Admissions Tax

Documents: [AB16-089\\_Discussion\\_Admissions Tax.pdf](#)

Final Action

1. AB16-090: Ordinance No. 009/2016, Amending MMC 20.12

## Transportation Impact Fees; First and Final Reading

Documents: [AB16-090\\_ORD 009 2016\\_Amending MMC 20.12 Transportation Impact Fees.pdf](#)

2. AB16-091: Resolution No. 009/2016, Approving 2017-2022 Transportation Improvement Plan (TIP)

Documents: [AB16-091\\_RES 009 2016\\_Adopting 2017-2022 TIP.pdf](#)

## Councilmember Reports

1. City Council Transportation/Planning, Public Works, Parks & Recreation, and Public Safety Committee (Councilmember Davis)

Documents: [20160621 CR1 P4Agenda062116.pdf](#)

## Staff/ Department Reports

1. Finance Department Report

Documents: [20160621 DR1 Finance Report.pdf](#)

2. Downtown Decorative Lighting Update (Installation Funding/Timing)  
*Verbal report.*

## Mayor/ Administrative Reports

1. Monroe This Week (June 17, 2016, Edition No. 24)

Documents: [20160621 MR1 Monroe This Week Edition 24.pdf](#)

2. Draft Agenda for June 28, 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. 16-087

<b>SUBJECT:</b>	<b>Public Hearing - Ordinance No. 003/2016, Interim Zoning - East Monroe; and Resolution No. 008/2016, Adopting Findings in Support of Ordinance No. 003/2016</b>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
06/21/2016	Community Development	Dave Osaki	David Osaki	Public Hearing #1

**Discussion:** 05/03/2016  
**Public Hearing** 06/21/2016

**Attachments:** 1. Ordinance No. 003/2016  
2. Resolution No. 008/2016

<p><b>REQUESTED ACTION:</b></p> <ul style="list-style-type: none"> <li>A. <i>(After receiving public comment, if any)</i> Move to close the citizen testimony portion of the public hearing.</li> <li>B. <i>(After City Council discussion, if any)</i> Move to close the public hearing.</li> <li>C. Move to approve Resolution No. 008/2016, adopting legislative findings in support of Interim Ordinance No. 003/2016 pursuant to RCW 35A.63.220 and RCW 36.70A.390; formally expressing the City Council’s acknowledgement and intent regarding the continued designation of the East Monroe Area as Limited Open Space following the Growth Management Hearings Board decision in CPSGMHB Case No. 14-3-0006c, and establishing an effective date.</li> </ul>
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### DESCRIPTION/BACKGROUND

On April 1, 2016, the Growth Management Hearings Board (GMHB) issued an Order Finding Continuing Non-Compliance for the East Monroe Comprehensive Plan Map amendment and Zoning Map amendment (GMHB Case No. 14-3-0006c).

The GMHB Order found the City of Monroe Supplemental Environmental Impact Statement (SEIS) issued November 2, 2015, inadequate, remanded Ordinance No. 015/2015 (East Monroe Comprehensive Plan Map amendment) and Ordinance No 016/2015 (East Monroe Zoning Map Amendment) back to the City to be brought into compliance with the GMA and the State Environmental Policy Act (RCW Chapter 41.21C). The GMHB Order Finding Continuing Non-Compliance also invalidated Ordinance No.015/2015 and Ordinance No. 016/2015.

On May 3, 2016, the Monroe City Council passed Ordinance No. 003/2016, which adopted interim zoning pursuant to RCW 36.70A.390, RCW 36.70A.302, and RCW 35A.63.220.

Specifically, Ordinance No. 003/2016 adopted and reaffirmed the continued zoning designation of the East Monroe area (consisting of Snohomish County tax assessor parcel numbers 270706-001-025-00, 270705-002-061-00, 270705-002-062-00, 270705-002-063-00, and 270705-002-064-00) as Limited Open Space (LOS) during the compliance remand period in CPSGMHB Case No. 14-3-0006c; adopted supportive findings; provided for severability; declared an emergency; and provided for an immediate effective date.

The LOS Zoning Designation was shown on Ordinance No. 003/2016, Exhibit A, and incorporated as if set forth in full.

Ordinance No. 003/2016 became effective immediately upon passage; and Section 2 provided that the City Clerk schedule a public hearing on Ordinance No. 003/2016 within 60 days of its adoption pursuant to RCW 36.70A.390 and RCW 35A.63.220. A public hearing for this purpose was scheduled and noticed for June 21, 2016.

Ordinance No. 003/2016, Section 2, also provided that at the conclusion of said public hearing, the City Council shall adopt legislative findings of fact justifying its action in support of the ordinance. These legislative findings are included in Resolution No. 008/2016, Exhibit A (*attachment 2*).

**IMPACT – BUDGET**

N/A

**TIME CONSTRAINTS**

Ordinance No. 003/2016, Section 2 provides that the City Clerk schedule a public hearing on Ordinance No. 003/2016 within 60 days of its adoption pursuant to RCW 36.70A.390 and RCW 35A.63.220.

**CITY OF MONROE  
ORDINANCE NO. 003/2016**

AN ORDINANCE OF THE CITY OF MONROE, WASHINGTON, ADOPTING AN INTERIM ZONING ORDINANCE PURSUANT TO RCW 36.70A.390, RCW 36.70A.302 AND RCW 35A.63.220; ADOPTING AND REAFFIRMING THE CONTINUED ZONING DESIGNATION OF THE EAST MONROE AREA AS LIMITED OPEN SPACE (LOS) DURING THE COMPLIANCE REMAND PERIOD IN CPSGMHB CASE NO. 14-3-0006c; ADOPTING SUPPORTIVE FINDINGS; PROVIDING FOR SEVERABILITY; DECLARATING AN EMERGENCY; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE

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WHEREAS, Ordinance Nos. 015/2015 and 016/2016, reclassifying and rezoning the East Monroe property as General Commercial, respectively, were invalidated by the Central Puget Sound Growth Management Hearings Board in an Order Finding Continuing Noncompliance on or about April 1, 2016; and

WHEREAS, the City Council desires to formally designate and reaffirm that the East Monroe Area is, and will remain, in its original Limited Open Space (LOS) designation during the remand period in CPSGMHB Case No. 14-3-0006c while the City determines an appropriate permanent compliance method; and

WHEREAS, it is necessary to immediately adopt this ordinance as an interim measure to prevent any uncertainty regarding the zoning designation of the East Monroe property and prevent any future disputes regarding the accrual of vested rights during the pendency of the remand period; and

WHEREAS, nothing herein shall be construed as limiting or otherwise abridging the City Council's discretion in selecting a method by which to achieve compliance with the CPSGMHB Case No. 14-3-0006c, regarding which the City Council has not yet acted;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Reaffirmation of LOS Zoning Designation. The Monroe City Council hereby designates and reaffirms the continued zoning reclassification of certain property located north of US-2 near the eastern City limits, commonly known as the East Monroe Area, and consisting of tax parcel numbers 270706-001-025-00, 270705-002-061-00, 270705-002-062-00, 270705-002-063-00, and 270705-002-064-00, as Limited Open Space (LOS), as shown on the attached Exhibit A and incorporated by this reference as if set forth in full. The City Council hereby authorizes and directs that the official Zoning Map of the City reflect this interim action.

Section 2. Public Hearing. The City Clerk is hereby directed to schedule a public hearing on this ordinance within sixty (60) days of its adoption. At the conclusion of said hearing, the City Council shall adopt legislative findings in support of this ordinance.

Section 3. Copy to Department of Commerce. Pursuant to RCW 36.70A.106, a complete and accurate copy of this ordinance shall be transmitted to the Department of Commerce within ten (10) days of adoption.

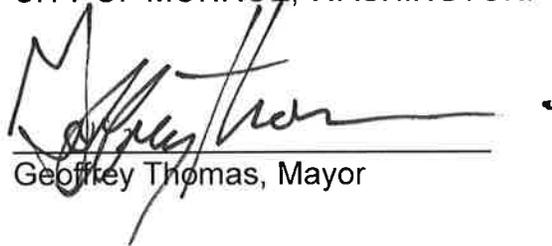
Section 4. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 5. Effective Date; Duration; Declaration of Emergency. Based upon the recitals above, and as will be further explained in post-adoption findings, the City Council hereby declares an emergency requiring this ordinance to take effect immediately upon passage, and the ordinance shall sunset automatically six (6) months from its effective date unless terminated earlier or extended by subsequent Council action.

ADOPTED by the City Council and APPROVED by the Mayor of the City of Monroe, at a regular meeting held this 3<sup>RD</sup> day of May, 2016.

Adopted: May 3, 2016  
Effective: May 3, 2016  
Published: May 10, 2016

CITY OF MONROE, WASHINGTON:

  
\_\_\_\_\_  
Geoffrey Thomas, Mayor

(SEAL)

ATTEST:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Elizabeth M. Smoot, MMC, City Clerk

  
\_\_\_\_\_  
J. Zachary Lell, City Attorney



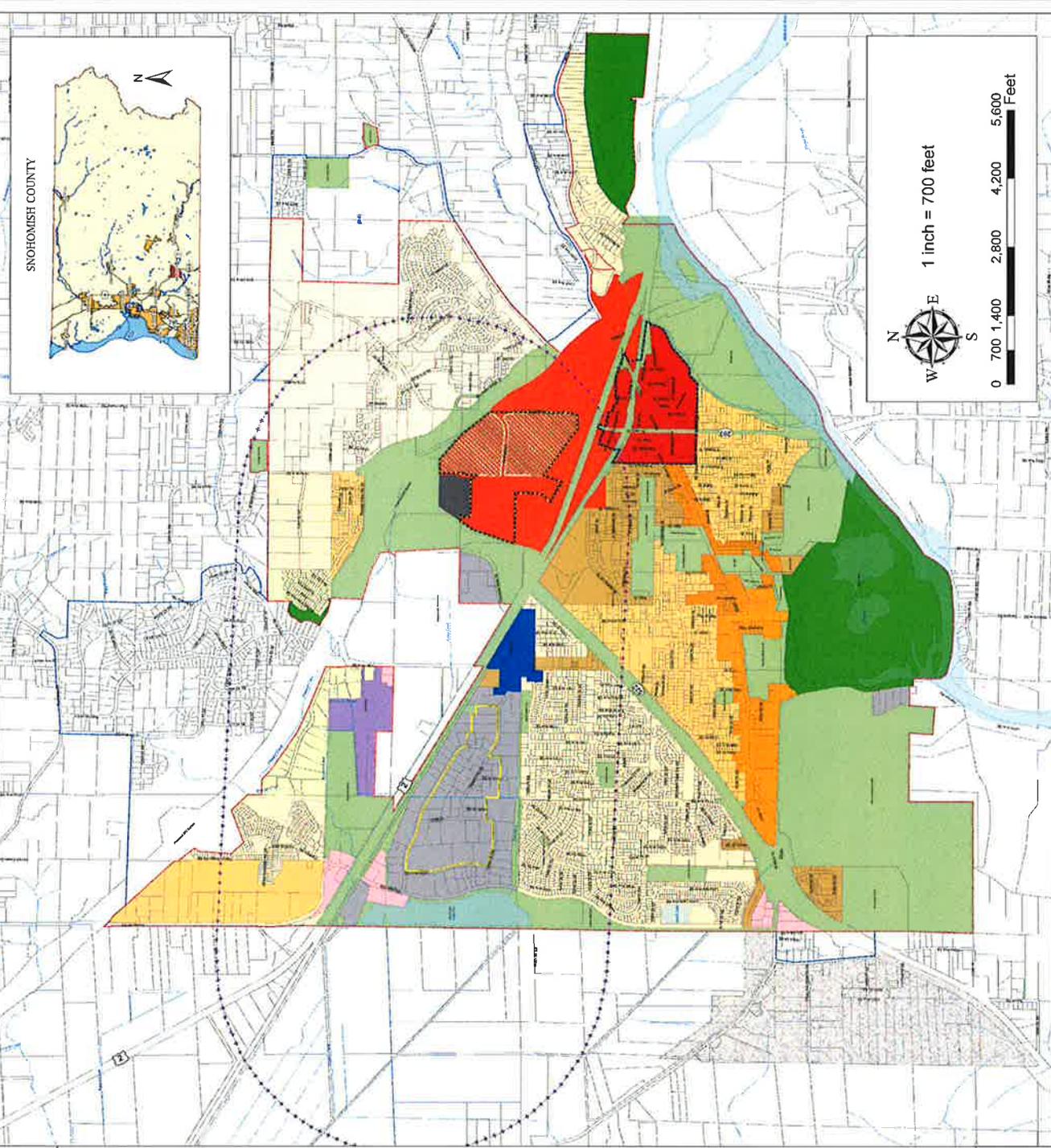
- ZONING DISTRICTS**
- (DC) - Downtown Commercial
  - (GC) - General Commercial
  - (MUNC) - Mixed Use Neighborhood Commercial
  - (MUC) - Mixed Use Commercial
  - (SC) - Service Commercial
  - (PC) - Professional Office
  - (GI) - General Industrial
  - (LI) - Light Industrial
  - (LOSA) - Limited Open Space-Airport
  - (LOS) - Limited Open Space
  - (PS) - Public Open Space
  - (MFR6000) - Multi-Family Residential
  - (UR6000) - Urban Residential
  - (UR9600) - Urban Residential
  - (R4) - Residential 4 Dwellings Per Acre
  - (SR15000) - Suburban Residential

- OVERLAY ZONES**
- North Kelsey Planning Area (ORD 009/2010)
  - North Kelsey Planned Dev Area (ORD 009/2010)
  - Downtown Planning Area (ORD 036/2008)
  - Airport Overlay Zone (ORD: 026-2006)
  - AEO-SOB Boundary (ORD 029/2003)

- BOUNDARIES**
- Southwest Study Area
  - Urban Growth Area
  - Monroe City Limits

Official City of Monroe 2015 Zoning Map  
 This is to certify that this is the official zoning map referred to in the zoning ordinance of the City of Monroe, Washington.  
 Adopted (Signed Copy in City Records)

Map data shown is the property of the City of Monroe & Snohomish County. Inaccuracies may exist and the City of Monroe & Snohomish County imply no warranties or guarantees regarding any aspect of data depiction. No real estate decisions are to be made using this map. Please contact the City of Monroe Planning and Permitting Department to verify the designations(s).



**CITY OF MONROE  
RESOLUTION NO. 008/2016**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONROE, WASHINGTON, ADOPTING FINDINGS IN SUPPORT OF INTERIM ORDINANCE NO. 003/2016 PURSUANT TO RCW 35A.63.220 AND RCW 36.70A.390; FORMALLY EXPRESSING THE CITY COUNCIL'S ACKNOWLEDGEMENT AND INTENT REGARDING THE CONTINUED DESIGNATION OF THE EAST MONROE AREA AS LIMITED OPEN SPACE FOLLOWING THE GROWTH MANAGEMENT HEARINGS BOARD'S DECISION IN CPSGMHB CASE NO. 14-3-0006c; AND ESTABLISHING AN EFFECTIVE DATE

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WHEREAS, the City of Monroe's previous actions redesignating the East Monroe area from Limited Open Space to General Commercial under Ordinance Nos. 022/2013, 024/2013, 015/2015, and 016/2015 have been rejected and invalidated by the Growth Management Hearings Board in CPSGMHB Case No. 14-3-0006c; and

WHEREAS, the Monroe City Council has not yet taken formal, permanent legislative action to achieve compliance in CPSGMHB Case No. 14-3-0006c; and

WHEREAS, the City Council adopted interim Ordinance No. 003/2016 on May 3, 2016, in order to publicly clarify and reaffirm the continued designation of the East Monroe area as Limited Open Space during the compliance remand period in CPSGMHB Case No. 14-3-0006c; and

WHEREAS, pursuant to RCW 35A.63.220 and RCW 36.70A.390, the Council may adopt supportive findings following the public hearing on a previously enacted interim ordinance.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONROE AS FOLLOWS:

Section 1. Findings. The above recitals are hereby adopted by reference as findings in support of this resolution. The City Council further adopts by reference the additional findings contained in Exhibit A, attached hereto and incorporated herein by this reference as if set forth in full.

Section 2. Legislative Intent; Continued Acknowledgement of Limited Open Space Designation. Based upon the determinations of invalidity entered in CPSGMHB Case No. 14-3-0006c with respect to Ordinance Nos. 022/2013 (in relevant part), 024/2013, 015/2015, and 016/2015, the City Council formally acknowledges that the reclassification and rezoning of the East Monroe property to General Commercial under said ordinances is presently null and void. The City Council further formally

acknowledges and expresses its legislative intent that under both the *status quo ante* and Ordinance No. 003/2016, the current designation of the East Monroe area is and continues to be Limited Open Space.

Section 3. Reservation. The foregoing is without prejudice to the City Council's ultimate policy discretion in selecting a permanent compliance approach in CPSGMHB Case No. 14-3-0006c.

Section 4. Effective Date. This resolution shall take effect immediately upon passage.

ADOPTED by the City Council of the City of Monroe, at its regular meeting thereof, and APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF MONROE, WASHINGTON

\_\_\_\_\_  
Geoffrey Thomas, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Elizabeth M. Smoot, MMC, City Clerk

## EXHIBIT A

### MONROE CITY COUNCIL

#### LEGISLATIVE FINDINGS OF FACT FOR ORDINANCE NO. 003/2016

In addition to the recitals contained in Ordinance No. 003/2016, the City Council further enters the following findings pursuant to RCW 36.70A.390 and RCW 35A.63.220.

1. On May 3, 2016, the Monroe City Council passed Ordinance No. 003/2016. Ordinance No. 003/2016 adopted interim zoning regulations pursuant to RCW 36.70A.390, RCW 36.70A.302, and RCW 35A.63.220; adopting and reaffirming the continued zoning designation of the East Monroe area as Limited Open Space (LOS) during the compliance remand period in Central Puget Sound Growth Management Hearings Board (CPSGMHB) Case No. 14-3-0006c; adopting supportive findings; providing for severability; declaring an emergency; and providing for an immediate effective date.
2. More specifically, Ordinance No.003/2016 reaffirms and designates the continued Limited Open Space (LOS) Zoning designation of certain property(ies) located north of US-2 near the eastern City limits, commonly known as the “East Monroe Area” and consisting of tax parcel numbers 270706-001-025-00, 270705-002-061-00, 270705-002-062-00, 270705-002-063-00, and 270705-002-064-00. The LOS Zoning designation was shown on Exhibit A to Ordinance No. 003/2016. Exhibit A was incorporated into Ordinance No. 003/2016 as if set forth in full.
3. Ordinance No. 003/2016 became effective immediately upon passage.
4. Ordinance No. 003/2016, Section 2 provides that the City Clerk schedule a public hearing on Ordinance No. 003/2016 within 60 days of its adoption pursuant to RCW 36.70A.390 and RCW 35A.63.220. Ordinance No. 003/2016, Section 2, also provides that at the conclusion of said public hearing, the City Council shall adopt legislative findings of fact justifying its action in support of the ordinance (Ordinance No. 003/2016).
5. Pursuant to Ordinance No. 003/2016, Section 2, a City Council public hearing for Ordinance No. 003/2016 was scheduled for and held on June 21, 2016.

6. On December 26, 2013, the Monroe City Council adopted Ordinance Nos. 022/2013 and 024/2013, which, *inter alia*, amended the City's Comprehensive Plan Land Use Map and Zoning Map to reclassify and rezone a forty-three (43) acre area of vacant land commonly known as the "East Monroe Area" from Limited Open Space (LOS) to General Commercial (GC).
7. The East Monroe Area reclassification and rezone collectively was subsequently challenged before the Growth Management Hearings Board (GMHB) by multiple parties.
8. After briefing and a hearing on the merits, the GMHB issued its Final Decision and Order (FDO) in CPSGMHB Case No. 14-3-0006c on August 26, 2014.
9. Although the FDO rejected the vast majority of the legal challenges that had been asserted against the East Monroe proposal, the GMHB ultimately determined that the Final Environmental Impact Statement (FEIS) dated September 27, 2013, that had been prepared in conjunction with the East Monroe Area was inadequate due to a few alleged deficiencies.
10. As a result of this conclusion, the GMHB issued a Finding of Noncompliance and a Determination of Invalidity dated August 26, 2014, with respect to the East Monroe Area Comprehensive Plan amendment and zoning map amendment. In summary, the GMHB Order found that:
  - The City failed to comply with RCW 43.21C.030(c), and the Final Environmental Impact Statement for Ordinance No. 022/2013 and Ordinance No. 024/2013 was inadequate because it failed to consider a reasonable range of alternatives and failed to adequately analyze environmental impacts on the entire 43-acre rezone.
  - The City's adoption of Ordinance No. 022/2013 and Ordinance No. 024/2013 was not guided by and substantially interferes with the fulfillment of Growth Management Act (GMA) Planning Goal 10.

A determination of invalidity was entered for Ordinance No. 022/2013, Section 3, and related attachments including Exhibit G, and Ordinance No. 024/2013.

11. In response to the August 26, 2014, GMHB FDO, the City of Monroe coordinated with consultants hired by landowner/applicant, Heritage Baptist Church, to prepare a Supplemental Environmental Impact Statement (SEIS) to address the deficiencies identified in the FDO.

12. The SEIS was issued on November 2, 2015.
13. On November 24, 2015, the Monroe City Council passed Ordinance No. 015/2015 and Ordinance No. 016/2015, which readopted the substance of the East Monroe Area reclassification and the rezone proposal with the support of the November 2, 2015, SEIS.
14. On January 20, 2016, a GMHB compliance hearing was held.
15. On or about April 1, 2016, the GMHB issued an Order Finding Continuing Noncompliance deeming the SEIS inadequate under State Environmental Policy Act (RCW Chapter 43.21C). The GMHB Order Finding Continuing Non-Compliance found that the City of Monroe's November 2, 2015, Supplemental Environmental Impact Statement (SEIS) was inadequate and failed to comply with the requirements of the State Environmental Policy Act, RCW Chapter 43.21C.

The GMHB Order Finding Continuing Noncompliance further:

- Remanded Ordinance No. 015/2015 and Ordinance No. 016/2015 to the City to be brought into compliance with the GMA and Chapter 43.21C; and
  - Entered an order of invalidity with regard to Ordinance No. 015/2015 and Ordinance No. 016/2015.
16. The GMHB Order Finding Continued Non-Compliance provides for a compliance due date of September 28, 2016.
  17. In summary, the City of Monroe's previous actions reclassifying and rezoning the East Monroe area from Limited Open Space to General Commercial under Ordinance No. 022/2013 (in relevant part), Ordinance No. 024/2013, Ordinance No. 015/2015, and Ordinance No. 016/2015, have been rejected and invalidated by the GMHB in CPSGMHB Case No. 14-3-0006c.
  18. The effect of the GMHB's invalidation of the City's various ordinances that attempted to redesignate the East Monroe area as General Commercial is to restore the original Limited Open Space designation of the property.

19. Applicable state law, including without limitation RCW 36.70A.390, RCW 35A.63.220, and RCW 36.70A.302(5), authorizes cities to adopt interim zoning amendments.
20. Based on the GMHB's Order Finding Continuing Non-Compliance issued on or about April 1, 2016, with regards to Ordinance No. 015/2015 and Ordinance No. 016/2015, and the GMHB's determinations of invalidity with respect to Ordinance No. 022/2013 (in relevant part) and Ordinance No. 024/2013, and in order to conclusively eliminate any public uncertainty regarding the current land use designation of the East Monroe area, the City Council's acknowledgement of the Limited Open Space Zoning designation for the East Monroe Area during the remand period for CPSGMHB Case No. 14-3-0006c is appropriate while the City determines a permanent compliance method.
21. The City Council's adoption of Ordinance No. 003/2016 is intended to remove any public uncertainty regarding the existing Zoning designation of the East Monroe Area as its original Limited Open Space (LOS) designation, and shall serve to prevent any future disputes regarding the accrual of vested rights during the pendency of the remand period.
22. It is and has been the City Council's express understanding and legislative intent that the East Monroe property is, and shall remain until further provided by the Council, designated as Limited Open Space and not General Commercial.

**CALL TO ORDER, ROLL CALL AND PLEDGE**

The June 14, 2016, Regular Business Meeting of the Monroe City Council was called to order by Mayor Pro Tem Patsy Cudaback at 7:01 p.m.; Council Chambers, City Hall.

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

Staff members present: Brazel, Karns, Nelson, Osaki, Peterson, and Smoot.

The Pledge of Allegiance was led by Boy Scouts of America Pack No. 38.

**ANNOUNCEMENTS/PRESENTATIONS**

1. Proclamation: Speed Week 2016

Mayor Pro Tem Cudaback read the proclamation into the record, recognizing June 20, through June 25, 2016, as Speed Week and encouraging residents to celebrate Monroe's racing history by attending the exciting events being held at the Evergreen Speedway; and presented the proclamation to Traci and Doug Hobbs, Evergreen Speedway.

2. AB16-074: Confirmation of Planning Commission Appointment

Mayor Pro Tem Cudaback provided background information on AB16-074 and the proposed appointment of Mr. Kyle Fisher to the Monroe Planning Commission.

Councilmember Rasmussen moved to confirm the Mayor's appointment of Kyle Fisher to the Planning Commission; the motion was seconded by Councilmember Gamble.

General discussion ensued regarding Mr. Fisher's applicable experience and qualifications.

On vote,

Motion carried (7-0).

City Clerk Elizabeth Smoot administered the Oath of Office for Mr. Fisher.

**PUBLIC HEARING**

1. AB16-083: 2017-2022 Transportation Improvement Plan (TIP)

Mr. Scott Peterson, Public Works Division Manager, provided background information on AB16-083, the required public hearing on the proposed 2017-2022 Transportation Improvement Plan (TIP), and next steps regarding adoption of the 2017-2022 TIP.

Mayor Pro Tem Cudaback opened the public hearing. There were no persons present wishing to address Council on the 2017-2022 TIP.

Councilmember Rasmussen moved to close the citizen testimony portion of the public hearing; the motion was seconded by Councilmember Kamp. On vote,

Motion carried (7-0).

Councilmember Gamble moved to close the public hearing; the motion was seconded by Councilmember Hanford. On vote,

Motion carried (7-0).

### **COMMENTS FROM CITIZENS**

The following persons spoke regarding Admissions Tax: Mr. Paul Barker, Ms. Kristina Barker, and Mr. John Mailers.

### **CONSENT AGENDA**

1. Approval of the Minutes: June 7, 2016, Regular Business Meeting
2. Approval of Payroll Warrants and ACH Payments (*Check Nos. 34738 through 34790 and Direct Deposits in a total amount of \$1,128,773.22*)
3. AB16-084: Ordinance No. 006/2016, Amending MMC 9.26, Fireworks; Final Reading
4. AB16-085: Ordinance No. 007/2016, 2016 Building Code Update; Final Reading

Councilmember Rasmussen moved to approve the Consent Agenda; the motion was seconded by Councilmember Kamp. On vote,  
Motion carried (7-0).

City Clerk Smoot read Ordinance Nos. 006/2016 and 007/2016 into the record.

### **NEW BUSINESS**

1. AB16-086: Ordinance No. 008/2016, Repealing MMC 2.48, Library Board; First Reading

Mr. Gene Brazel, City Administrator, provided background information on AB16-086, repealing MMC 2.48, Library Board, and the disbanding of the Monroe Library Board.

Councilmember Gamble moved to accept as first reading Ordinance No. 008/2016, disbanding the Monroe Library Board; repealing Chapter 2.48 MMC, Library Board; providing for severability; and establishing an effective date; the motion was seconded by Councilmember Kamp.

General discussion ensued regarding the proposed ordinance; and Councilmembers thanked the many Library Board members over the years for their service.

On vote,

Motion carried (7-0).

**COUNCILMEMBER REPORTS**

1. City Council Legislative Affairs Committee (Councilmember Kamp)

Councilmember Kamp reviewed the items discussed at the June 14, 2016, City Council Legislative Affairs Committee Meeting, including: 2017 Legislative Priorities, term limits, and the at-large council position.

2. Community Transit Board of Directors Meeting (Councilmember Cudaback)

Councilmember Cudaback stated the agenda for the last Community Transit Meeting was included in the agenda packet; she was unable to attend.

3. Snohomish Health District Board of Directors (Councilmember Rasmussen)

Councilmember Rasmussen reviewed the items discussed at the last Snohomish Health District Board Meeting, including: business entity transfer to private entity - vote failed; drug take-back program, Public Health Advisory Board funding, and Snohomish County regulations regarding vaping.

2. Individual Reports

Councilmember Gamble commented on Legends youth baseball.

Councilmember Rasmussen commented on the upcoming Tri-Monroe event and need for volunteers.

Councilmember Cudaback commented on the final games of the Miracle League at Rotary Field the forthcoming weekend.

**STAFF/DEPARTMENT REPORTS**

Mr. Brazel reported on attendance at an Everett Community College Advisory Committee meeting, and noted the forthcoming groundbreaking event at Park Place Middle School.

1. Downtown Decorative Lighting Update - Installation Funding/Timing (*verbal report*)

Mr. Brazel provided an update on Downtown Decorative Lighting – the lights have been purchased, and staff is still looking into funding options for installation.

2. Public Works Report

No verbal report was given.

**MAYOR/ADMINISTRATIVE REPORTS**

1. Monroe This Week (*June 10, 2016, Edition No. 23*)

Mayor Pro Tem Cudaback noted the inclusion of Monroe This Week (*June 10, 2016, Edition No. 23*) in the agenda packet.

2. Draft Agenda for June 21, 2016, Regular Business Meeting

Administrator Brazel reviewed the draft agenda for the June 21, 2016, Monroe City Council Regular Business Meeting, the extended agenda, and additions/edits thereto.

3. Cancellation of the July 5, 2016, Regular Business Meeting (*added at the time of the meeting*)

Councilmember Gamble moved to cancel the July 5, 2016, Monroe City Council Regular Business Meeting; the motion was seconded by Councilmember Kamp. On vote,

Motion carried (7-0).

**ADJOURNMENT**

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

**MEETING ADJOURNED: 7:50 p.m.**

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Patsy Cudaback, Mayor Pro Tem

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Elizabeth M. Smoot, MMC, City Clerk

*Minutes approved at the Regular Business Meeting of June 21, 2016.*

# COUNCIL AP CHECKS AND ACH PAYMENTS 5/31/16 - 6/21/16

<b>Abell Bill</b>		
W Abell supplemental insurance		\$239.70
Total Paid to <b>Abell Bill</b>		\$239.70
<b>Accu-Comm Inc</b>		
SCADA system maintenance		\$1,130.85
Total Paid to <b>Accu-Comm Inc</b>		\$1,130.85
<b>Acme Homes</b>		
Refund Check		\$52.67
Total Paid to <b>Acme Homes</b>		\$52.67
<b>Acosta Jesse</b>		
interpreting services		\$146.68
Total Paid to <b>Acosta Jesse</b>		\$146.68
<b>AFTS</b>		
Lockbox Charges		\$486.35
Other Charges - MHS Football mattress flyers		\$58.96
Postage - Utilities		\$2,279.92
Printing Services - Delinquency Notices		\$984.45
Total Paid to <b>AFTS</b>		\$3,809.68
<b>Associated Petroleum Products I</b>		
Police vehicle fuel - Bldg H		\$1,728.86
PW vehicle fuel		\$3,380.32
Total Paid to <b>Associated Petroleum Products Inc</b>		\$5,109.18
<b>BDS Planning &amp; Urban Design Inc</b>		
Downtown Main Street consulting		\$3,315.35
Total Paid to <b>BDS Planning &amp; Urban Design Inc</b>		\$3,315.35
<b>Big Boys Garage Toys</b>		
vehicle lift		\$7,546.00
Total Paid to <b>Big Boys Garage Toys</b>		\$7,546.00
<b>Bigham Dana B</b>		
Refund Check		\$29.26
Total Paid to <b>Bigham Dana B</b>		\$29.26
<b>Bingham Derek &amp; Carly</b>		
Refund Check		\$190.11
Total Paid to <b>Bingham Derek &amp; Carly</b>		\$190.11
<b>Brooks Janice</b>		
Refund Check		\$470.52
Total Paid to <b>Brooks Janice</b>		\$470.52
<b>Brownells Inc.</b>		
glock parts		\$196.62

Total Paid to <b>Brownells Inc.</b>	\$196.62
<b>Browning Kristy</b>	
Refund Check	\$332.22
Total Paid to <b>Browning Kristy</b>	\$332.22
<b>Carswell Joshua J &amp; Cheri A</b>	
Refund Check	\$30.47
Total Paid to <b>Carswell Joshua J &amp; Cheri A</b>	\$30.47
<b>Chessie Cindy</b>	
C Chessie reimbursement for parking for case training	\$16.00
Total Paid to <b>Chessie Cindy</b>	\$16.00
<b>City of Edmonds</b>	
2016 Advanced SWAT training	\$1,310.43
Total Paid to <b>City of Edmonds</b>	\$1,310.43
<b>City of Monroe</b>	
Ferguson Waterworks - AMI contract retainage	\$17,971.32
Grindline Skateparks Inc - Monroe Skatepark retainage	\$2,166.80
Oceanside Construction - Columbia/Elizabeth Watermain retainage	\$6,993.49
Total Paid to <b>City of Monroe</b>	\$27,131.61
<b>City of Sunnyside</b>	
jail billing	\$1,806.00
Total Paid to <b>City of Sunnyside</b>	\$1,806.00
<b>Cooley Kathleen</b>	
Refund Check	\$185.71
Total Paid to <b>Cooley Kathleen</b>	\$185.71
<b>Coyle Roger &amp; Tracy</b>	
Refund Check	\$94.37
Total Paid to <b>Coyle Roger &amp; Tracy</b>	\$94.37
<b>Crosby Larry</b>	
Crosby supplemental insurance	\$104.90
Total Paid to <b>Crosby Larry</b>	\$104.90
<b>Custom Micro Interactive</b>	
Justice maintenance	\$1,000.00
Total Paid to <b>Custom Micro Interactive</b>	\$1,000.00
<b>Department of Ecology</b>	
L030021 Principle & Interest	\$39,374.68
Total Paid to <b>Department of Ecology</b>	\$39,374.68
<b>Department of Revenue Washing</b>	
Combined Excise Tax Return	\$44,746.74
Total Paid to <b>Department of Revenue Washington State</b>	\$44,746.74
<b>East County Senior Center</b>	
Senior Transportation plan	\$1,250.00

Total Paid to <b>East County Senior Center</b>	\$1,250.00
<b>Electric Lightwave</b>	
Long Distance Charges	\$1,759.40
Total Paid to <b>Electric Lightwave</b>	\$1,759.40
<b>Environmental Coalition of South</b>	
J Ottow & V Bertrand - Municipal Stormwater Overview Course	\$250.00
Total Paid to <b>Environmental Coalition of South Seattle</b>	\$250.00
<b>Espinoza Darlene</b>	
Refund Check	\$161.21
Total Paid to <b>Espinoza Darlene</b>	\$161.21
<b>Everett Utilities City of Everett-</b>	
water purchased for resale	\$103,733.35
Total Paid to <b>Everett Utilities City of Everett-</b>	\$103,733.35
<b>Farmer Maria</b>	
interpreting services	\$100.00
Total Paid to <b>Farmer Maria</b>	\$100.00
<b>Ferguson Enterprises Inc</b>	
AMI contract	\$225,418.49
Total Paid to <b>Ferguson Enterprises Inc</b>	\$225,418.49
<b>Flajole Carol</b>	
Refund Check	\$61.97
Total Paid to <b>Flajole Carol</b>	\$61.97
<b>Glumac Ithamar and Joanna</b>	
Refund Check	\$152.67
Total Paid to <b>Glumac Ithamar and Joanna</b>	\$152.67
<b>Gould Daniel &amp; Karolyn</b>	
Refund Check	\$58.59
Total Paid to <b>Gould Daniel &amp; Karolyn</b>	\$58.59
<b>Green Thomas J &amp; Veronica L</b>	
Refund Check	\$144.04
Total Paid to <b>Green Thomas J &amp; Veronica L</b>	\$144.04
<b>GreenLight Strategies Inc</b>	
GREEN LIGHT - Lobbying fees	\$3,800.00
Total Paid to <b>GreenLight Strategies Inc</b>	\$3,800.00
<b>Grindline Skateparks Inc</b>	
Lake Tye Park Skatepark	\$45,156.00
Total Paid to <b>Grindline Skateparks Inc</b>	\$45,156.00
<b>H.B. Jaeger Company LLC</b>	
meter lids	\$495.33
stock parts	\$2,942.37
Total Paid to <b>H.B. Jaeger Company LLC</b>	\$3,437.70

<b>H.W. Lochner Inc</b>	
Fairfield Park driveway	\$2,459.74
Task 4 - ADU 18809 137th St SE permit services	\$381.75
Total Paid to <b>H.W. Lochner Inc</b>	\$2,841.49
<b>Haggen</b>	
Refund Check	\$53.05
Total Paid to <b>Haggen</b>	\$53.05
<b>Hanson Homes</b>	
Chain Lake Estates Div. II/14204 19th Ave SE assignment of cash	\$25,000.00
Total Paid to <b>Hanson Homes</b>	\$25,000.00
<b>Hanson Homes at Columbia Cros</b>	
Refund Check	\$80.51
Total Paid to <b>Hanson Homes at Columbia Crossing LLC</b>	\$80.51
<b>HealthEquity Employer Services</b>	
HSA monthly payment	\$59.00
Total Paid to <b>HealthEquity Employer Services</b>	\$59.00
<b>Hill Scott</b>	
Refund Check	\$104.11
Total Paid to <b>Hill Scott</b>	\$104.11
<b>Hillabush Rhonda</b>	
Refund Check	\$279.05
Total Paid to <b>Hillabush Rhonda</b>	\$279.05
<b>Inland Environmental Resources</b>	
magnesium hydroxide	\$10,083.53
Total Paid to <b>Inland Environmental Resources Inc</b>	\$10,083.53
<b>IOOF Lodge #156</b>	
Refund Check	\$81.04
Total Paid to <b>IOOF Lodge #156</b>	\$81.04
<b>Iron Mountain</b>	
IRON MOUNTAIN-Off Site Storage	\$260.58
Total Paid to <b>Iron Mountain</b>	\$260.58
<b>Jackson Richard &amp; Heather</b>	
Refund Check	\$6.83
Total Paid to <b>Jackson Richard &amp; Heather</b>	\$6.83
<b>Kelly Louise</b>	
Refund Check	\$95.20
Total Paid to <b>Kelly Louise</b>	\$95.20
<b>King Sherry J</b>	
Pro Tem Judge	\$800.00
Total Paid to <b>King Sherry J</b>	\$800.00

<b>L'Orange Hilton</b>	
Refund Check	\$74.66
Total Paid to <b>L'Orange Hilton</b>	\$74.66
<b>Lowe's Home Centers Inc</b>	
Maintenance/Repairs/Supplies	\$3,454.14
Total Paid to <b>Lowe's Home Centers Inc</b>	\$3,454.14
<b>Monroe Correctional Complex</b>	
DOC services work crew	\$49.86
Total Paid to <b>Monroe Correctional Complex</b>	\$49.86
<b>Oceanside Construction Inc</b>	
Columbia and Elizabeth Street Watermain Project	\$137,192.56
Total Paid to <b>Oceanside Construction Inc</b>	\$137,192.56
<b>Orcutt Mindy</b>	
M Orcutt reimbursement of parking for training	\$6.00
Total Paid to <b>Orcutt Mindy</b>	\$6.00
<b>PetroCard Systems Inc.</b>	
fuel for PD vehicle	\$39.02
Total Paid to <b>PetroCard Systems Inc.</b>	\$39.02
<b>Pharm-A-Save Monroe</b>	
M Wakefield RX	\$443.71
Total Paid to <b>Pharm-A-Save Monroe</b>	\$443.71
<b>Provencher Kevin</b>	
Refund Check	\$57.87
Total Paid to <b>Provencher Kevin</b>	\$57.87
<b>PUD</b>	
PUD - Street Lighting	\$7,370.87
Reservoir #5 - 13125 191st Ave SE	\$208.08
Total Paid to <b>PUD</b>	\$7,578.95
<b>Puget Sound Energy Inc</b>	
Park Place PS - 17866 W Main	\$47.89
PSE - 769 Village Way - PW Bui	\$68.75
PSE - 806 Main St Bldg C - Veh	\$92.40
PSE - 806 W Main St Bldg I - P	\$318.86
PSE - Police Department	\$222.24
PSE- 806 W Main St Bldg A -Mai	\$155.84
Total Paid to <b>Puget Sound Energy Inc</b>	\$905.98
<b>Regency Care Center at Monroe</b>	
M Wakefield 5/8-5/11/16	\$1,233.34
Total Paid to <b>Regency Care Center at Monroe</b>	\$1,233.34
<b>Republic Services Inc</b>	
ALLIED -Garbage/Recycle/Yardwa	\$248,436.15

ALLIED/REPUBLIC - Recycle - WW	\$61.09
ALLIED/REPUBLIC -Recycle - PW	\$589.78
ALLIED/REPUBLIC -Recycle CH	\$126.24
ALLIED/REPUBLIC -Recycle -PW/P	\$38.52
Spring Cleanup Event	\$26,469.90
Total Paid to <b>Republic Services Inc</b>	\$275,721.68
<b>RH2 Engineering Inc</b>	
Powell St sewer	\$13,791.03
Total Paid to <b>RH2 Engineering Inc</b>	\$13,791.03
<b>Ricoh USA Inc</b>	
Bldg 6001 Ricoh copier lease	\$600.82
CH 5180 Ricoh color/fax copier	\$903.45
CH 906 Ricoh copier lease	\$399.67
CH PRO8100s copier lease	\$492.66
Engr Ricoh copier lease	\$127.56
PD Ricoh 906EX copier lease	\$337.91
PD Ricoh Pro8100s copier lease	\$437.16
PW Ricoh copier lease	\$366.94
WWTP Ricoh copier lease	\$172.80
Total Paid to <b>Ricoh USA Inc</b>	\$3,838.97
<b>Roberts Jr Harry</b>	
Refund Check	\$29.26
Total Paid to <b>Roberts Jr Harry</b>	\$29.26
<b>Rozzano Mara J.</b>	
Judges salary	\$4,400.00
Total Paid to <b>Rozzano Mara J.</b>	\$4,400.00
<b>Smarsh Inc</b>	
Archive services	\$499.50
Total Paid to <b>Smarsh Inc</b>	\$499.50
<b>Snohomish County Clerks &amp; Fina</b>	
D Nelson & C Hurst SCCFOA meeting 6/23/16	\$36.00
Total Paid to <b>Snohomish County Clerks &amp; Finance Office</b>	\$36.00
<b>Snohomish County Fire District #</b>	
vehicle maintenance	\$554.70
Total Paid to <b>Snohomish County Fire District #3</b>	\$554.70
<b>Snohomish County Public Works</b>	
Overlay Allocations	\$3,074.93
Total Paid to <b>Snohomish County Public Works</b>	\$3,074.93
<b>Snohomish County Treasurer</b>	
Crime victims compensation	\$437.22
Total Paid to <b>Snohomish County Treasurer</b>	\$437.22

<b>State Treasurer's Office</b>	
Jurisdiction Billing	\$32,520.86
Total Paid to <b>State Treasurer's Office</b>	\$32,520.86
<b>Tallant Judy</b>	
Refund Check	\$36.71
Total Paid to <b>Tallant Judy</b>	\$36.71
<b>Tarleton Adam &amp; Bianca</b>	
Refund Check	\$90.30
Total Paid to <b>Tarleton Adam &amp; Bianca</b>	\$90.30
<b>Tenelco Inc.</b>	
biosolids	\$9,754.46
Total Paid to <b>Tenelco Inc.</b>	\$9,754.46
<b>Thomco Construction Inc</b>	
Woods Creek Road Phase I	\$54,005.69
Total Paid to <b>Thomco Construction Inc</b>	\$54,005.69
<b>Trane U.S. Inc.</b>	
wwtp energy construction project	\$165,152.46
Total Paid to <b>Trane U.S. Inc.</b>	\$165,152.46
<b>Trimaxx Construction Inc</b>	
Tjerne Place SE Extension	\$35,973.58
Total Paid to <b>Trimaxx Construction Inc</b>	\$35,973.58
<b>US Bank National Associatio ND</b>	
7-11 / FUEL FOR PD VEHICLE	\$22.82
AAA MONROE ROCK - tbd repairs	\$165.16
ACTION CLEANING - custodial services	\$2,866.38
AGC Education Foundation - WWHM Class	\$800.00
ALDERWOOD AUTO- pt30	\$296.82
AMAZON- gate lock	\$66.57
AMAZON-basketball nets battery	\$129.12
AMAZON-circuit board	\$78.86
AMAZON-pick up tools	\$72.20
AMERICAN PUBLIC WORKS- Jakeh Roberts	\$799.00
AMERICAN PUBLIC WORKS- Jordan Ottow	\$799.00
AMERICAN TRUCKBOXES- PT07	\$2,127.94
AUTO ZONE / WINDSHIELD WIPERS FOR P-63	\$31.42
BICKFORD- SU06	\$144.48
BILLS BLUEPRINT - Kelsey Court 2 copies	\$54.05
BILLS BLUEPRINT - Woods Creek Rd copies	\$203.73
BLUE WHITE IND - chem pump	\$620.50
Blumenthal Uniforms - uniform pants	\$54.79
BOBCAT OF SEATTLE - LD03 fitting/screw	\$34.93
CADMAN - rock	\$104.57

CADMAN - street repairs	\$548.09
CDW-G - credit overcharge of sales tax	(\$61.18)
CDWG Battery for UPS in server room	\$730.32
CDWG Fax machine for PD	\$424.88
CDWG Monitors for Ken S.	\$358.26
CENTRAL WELDING	\$319.91
CENTRAL WELDING-	\$184.60
CENTRAL WELDING - helium	\$13.73
CHEVRON / FUEL FOR PD MOTORCYCLE	\$98.13
CHEVRON / FUEL FOR PD VEHICLE	\$15.97
CITY OF EVERETT - Interlocal Training Agreement	\$800.00
CITY OF MONROE - Gbg/Wtr/Swr/Stm	\$10,828.37
CITY OF MONROE - Grading Permit - W. Main Street Sidewalk Projec	\$3,054.45
CITY OF MONROE - SEPA Fee - Fairfield Park Entrance	\$713.50
CITY OF MONROE- building permit #16-CGAR-0001	\$570.45
CITY OF MONROE- city hall bldg permit	\$393.53
CITY OF MONROE- Lords Lake permit	\$3,767.95
CITY OF MONROE- Project #39 171st/Stanton tr	\$3,767.95
City of Monroe Tjerne Place	\$66.66
CLEARWATER CASINO RESORT / LODGING FOR WHIA	\$295.56
COASTWIDE	\$626.90
COASTWIDE-	\$41.95
COASTWIDE-trashbags / cleaners	\$532.39
COMCAST - Cable & IP	\$236.23
COMCAST - PW Internet	\$135.77
COMCAST - WWTP Internet	\$111.23
COMFORT INN / LODGING FOR K9 CONFERENCE	\$505.60
COMPLETE OFFICE - Index Tabs	\$77.43
COMPLETE OFFICE - Inthavongsy/Lycklama bus cards	\$72.64
COMPLETE OFFICE - J Woolworth business cards	\$43.46
CONSOLIDATED ARMOR / WINDSHIELD FOR P-44	\$1,048.18
CORNWELL-	\$227.90
CORRECT EQUIPMENT - transducer	\$44.61
CORRECTIONAL INDUSTRIES / BUSINESS CARDS & FILES	\$153.32
CRAIGSLIST - Job Posting	\$135.00
CREATIVE SERVICES / MOTOR UNIT STICKERS	\$205.95
CRUTCHFIELD-	\$596.86
DAILY JOURNAL OF COMMERCE - Main St sidewalk	\$390.00
DELL- toner	\$174.70
DEPT OF CORRECTIONS - AMI customer notification	\$270.41
DICKS TIRE HAUS- c5	\$484.83
DOUGS RV- trailers	\$84.91
DUNLAP INDUSTRIAL-	\$1,418.85

DUVALL AUTO-	\$193.73
Economic Alliance Annual Meeting	\$55.00
ELITE LOCK-	\$43.68
ELITE LOCK - keys	\$9.83
ELITE LOCK- BAB1 lock	\$65.52
ERA-Lab PE	\$171.46
ETRAILER-	\$124.75
EVERETT STEEL - steel	\$1,835.10
Everett Steel - weir plates	\$187.50
EVERETT STEEL- storm	\$58.14
EVERGREEN SAFETY COUNCIL- Paynter flagging	\$85.00
EVERGREENHEALTH / LEGAL BLOOD ALCOHOL COLLECTION	\$70.00
EXXON / FUEL FOR PD VEHICLE	\$42.33
FASTENAL	\$269.83
FASTENAL-	\$486.67
FASTENAL- antennae project	\$5.02
FASTENAL- for decant	\$47.78
FASTENAL- paint	\$22.21
FASTENAL- tape	\$26.58
FASTENAL- washers	\$264.06
FEDEX - shipping	\$98.24
FIRE PROTECTION - annual fire alarm inspection	\$1,030.04
FIRE PROTECTION - annual monitoring fire alarm	\$586.44
FIRE PROTECTION - fire alarm sprinkler inspection	\$475.02
Fisher-Buffer solution	\$186.56
Flags Unlimited - Thin Blue Line Flag	\$45.90
FLOORCITY- vinyl base for PW bldg	\$1,237.35
FOLEY BELSAW- grinding wheel	\$63.10
FRED MEYER / FUEL FOR PD MOTORCYCLE	\$68.12
FRED MEYER FUEL / FUEL FOR PD MOTORCYCLE	\$7.27
FRONTIER - Admin & Sewer phone lines	\$267.90
GOOD TO GO - toll fee	\$32.75
GRANICH - lube	\$102.74
GREENHAUS PORTABLE RESTROOMS - Parks	\$136.50
GREENSHIELDS- drum dolly	\$147.42
GREENSHIELDS- for lifting steel road plates	\$227.02
GREENSHIELDS- pump for tank on pt30	\$713.35
GRIFFEN LAW OFFICE - public defender legal fees	\$1,775.00
Hach-Alkalinity TNT	\$142.87
HARBOR FREIGHT TOOLS-	\$191.09
HARLEY DAVIDSON / REPLACEMENT CLUTCH LEVER	\$59.99
HARMSSEN & ASSOCIATES- Task #1 WWTP	\$600.00
HD FOWLER - credit coupling	(\$60.68)

HD FOWLER - romac	\$314.21
HILL STREET CLEANERS / DRYCLEANING SERVICES	\$357.92
HOLIDAY EXPRESS - Hotel Stay for AWC Conference	\$290.90
HOME DEPOT-	\$640.40
IBS-	\$375.53
INTERSTATE ALL BATTERY - C6 battery	\$136.61
ISOUTSOURCE - IT Services	\$4,730.07
IT Services	\$191.11
KELLER SUPPLY- faucet for PD	\$34.73
KOBIS - passport supplies	\$211.32
KUSTOM SIGNALS / LIDAR BATTERY	\$146.13
LAB/COR- AC samples for engineering	\$1,200.00
LAKESIDE INDUSTRIES - 177th repairs	\$2,036.86
LAKESIDE INDUSTRIES - Street repairs	\$7,324.60
LANGAGUE LINE SERVICES - interpreting services	\$55.45
LARUE TACTICAL / ACOG COMPACT MOUNT	\$20.95
LARUE TACTICAL / RIFLE OPTIC WITH MOUNT	\$525.95
LEMAY MOBILE SHREDDING - shredding	\$9.12
LES SCHWAB - P61 brake repair	\$526.22
LES SCHWAB - tire repair	\$11.35
LESSCHWAB-flat repair	\$14.74
LMI - K Shaw Notary renewal	\$137.00
LONE MOUNTAIN COMMUNICATIONS / RADIO REPAIR	\$325.00
LONE MTN COMM / RADIO & MICROPHONE REPAIR	\$740.00
MICRO PRECISION- BAT test kit	\$64.00
MIWALL AMMO / SWAT AMMUNITION	\$1,001.03
Monroe Chamber of Commerce	\$32.00
MONROE PARTS HOUSE	\$39.38
MONROE PARTS HOUSE-	\$182.79
MONROE PARTS HOUSE- bearings	\$277.87
MONROE PARTS HOUSE- crimping tool	\$56.55
MONROE PARTS HOUSE- oil	\$8.28
MONROE PARTS HOUSE- Parks Merry go round	\$29.88
MONROE PARTS HOUSE- pt30 tank	\$24.89
MONROE PARTS HOUSE-oil filters	\$90.90
NELSON PETROLEUM - lubricant	\$405.23
NESLSON PETROLUEM	\$65.88
NORTHERN DESIGN GRAPHICS- 50 helmet decals	\$44.11
Northstar-Hydroxide and Hypochlorite	\$2,451.75
OFFICE DEPOT - supplies	\$122.71
OWEN EQUIPMENT- vac01	\$857.75
OWEN EQUIPMENT- VAC02	\$1,956.53
PACIFIC POWER BATTERIES	\$14.94

PACIFIC POWER BATTERIES-	\$33.92
PACIFIC PUBLISHING - advertising	\$643.73
PAPE MACHINERY - bucket additional sales tax	\$5.70
PAPE MACHINERY - trailer additional sales tax	\$35.40
PARTMASTER - fasteners	\$374.04
PENTON BUS BOOKS - Equip Watch Rental Rate	\$2,129.40
Planning Assoc of WA - dues	\$120.00
PLATT-	\$27.28
PLATT- antennae project	\$75.12
PLATT- batteries	\$54.55
PLATT- breakers	\$23.60
PLATT ELECTRIC - ballasts	\$78.10
PLATT- outlets	\$22.60
PLATT- stylus pro	\$28.10
POSITIVE CONCEPTS / SECTOR PAPER	\$245.00
POSPaper - credit card machine & PIN pad CREDIT	(\$472.45)
PRESS PLUS / HERALD SUBSCRIPTION	\$8.95
PRINTWEST - Destinatin brochures	\$2,053.41
PROFORCE LAW ENFORCEMENT / TASER HOLSTERS	\$145.54
PUD - 100 N Lewis St	\$37.67
PUD - 106 S Kelsey St-Kelsey/Main Signal	\$44.13
PUD - 10805 202nd Snoh North Hill Res	\$17.65
PUD - 12803 150th St SE	\$15.20
PUD - 13226 134th Dr SE	\$150.92
PUD - 13803 Ingraham rd	\$46.09
PUD - 14220 134th Dr SE	\$25.89
PUD - 14701 144th St SE	\$175.68
PUD - 14810 fryelands-Lake Tye Lift St	\$441.51
PUD - 14890 Fryelands Blvd- wales signal	\$62.62
PUD - 14964 Fryelands Blvd -Lk Tye Rest	\$101.90
PUD - 15403 Fryelands Blvd	\$16.29
PUD - 15403 Fryelands Blvd- 154th signal	\$90.37
PUD - 15411 179th Ave SE	\$893.35
PUD - 16653 Currie Rd	\$230.79
PUD - 16846 W Main St-Tester Roundabout	\$60.58
PUD - 16924 W Main St	\$894.38
PUD - 17097 W Main St	\$26.98
PUD - 17102 Beaton Rd	\$182.68
PUD - 17108 Sawyer St SE	\$41.22
PUD - 17502 160th St SE- lift station	\$45.60
PUD - 17526 136th Pl SE	\$36.85
PUD - 17769 149th St SE- Stanton Meadows	\$16.29
PUD - 17888 W Main St Signal	\$30.63

PUD - 19206 Tjerne Pl-St light meter	\$95.10
PUD - 19413 SR 2 - Street Lighting	\$43.83
PUD - 19470 Chain Lake-Tjerne Pl Signal	\$64.49
PUD - 19470 Chain Lk-N Kelsey St Lights	\$154.02
PUD - 19920 Rainier View Rd SE	\$16.29
PUD - 19927 Old Owen Rd	\$44.08
PUD - 20218 Pipeline -North Hill Booster	\$417.83
PUD - 224 N Kelsey St- Flasher	\$38.80
PUD - 303 W Main St - Flag Pole	\$18.96
PUD - 372 Sky River Pkwy - Rotary Field	\$63.68
PUD - 509 E Main St - Travelers Park	\$12.59
PUD - 516 S Lewis Street - Restrooms	\$90.55
PUD - 806 W Main St F- PW Trailer	\$125.92
PUD - 806 W Main St I	\$206.51
PUD - 818 W Main St - PD	\$1,112.99
PUD - 820 Village Way - Sky River	\$543.80
PUD - Park Place Pump St 17866 W Main St	\$444.13
PUD - PW Bldg - 769 Village Way A	\$332.46
PUD 14826 N Kelsey St - Tjerne Pl	\$65.79
PUGET SAFETY	\$389.54
Puget Safety-Misc safety supplies	\$417.42
RAIRDON DCJ OF MONROE / VEHICLE MAINTENANCE	\$1,189.50
RAIRDON- PT27	\$62.03
REPUBLIC / PARKING FOR TRAINING	\$27.00
RESIDENCE INN / ROUNDING	(\$0.02)
RODLAND AUTO- fb10	\$249.82
SAFEWAY / FUEL FOR PD VEHICLE	\$24.44
SAHARA PIZZA / CASE 2016-00008663	\$19.57
SCC Dinner Meeting Registration JG PC KS	\$105.00
SEARS	\$240.23
SHELL OIL / FUEL FOR PD VEHICLE	\$35.23
SMILEYS PRO LUBE / VEHICLE MAINTENANCE	\$198.69
Sno Co Econ Alliance - Annual Meeting-PC JG	\$110.00
Sno Co Solid Waste	\$63.00
Sno. Co. Parking Fee - ICC Meeting	\$6.00
SNOHOMISH CO-OP- fuel for small engines	\$68.57
SNOHOMISHCOUNTY GARAGE-parking	\$3.00
SOUND PUBLISHING - Planning Commission Hearing ad	\$49.88
SPEEDWAY CHEVROLET- c5	\$44.61
SPEEDWAY CHEVROLET- C6	\$40.24
SPRAGUE PEST SOLUTIONS - Pest Control	\$146.22
SPRAGUE PEST SOLUTIONS - Pest Control sales tax	\$0.40
Staples - Office supplies	\$49.62

STAPLES - Planning supplies	\$282.00
STAPLES - supplies	\$23.29
STAPLES- dry erase board	\$69.65
Staples- printer cartridge	\$121.19
SUMMIT LAW GROUP / LEGAL SERVICES	\$4,235.69
SWANK-movie rights	\$440.09
TEXACO / FUEL FOR PD VEHICLE	\$29.54
TEXACO / FUEL FOR TRAINING	\$14.48
TEXACO / PARKING FOR TRAINING	\$28.91
THE DAVENPORT HOTEL / LODGING FOR CHILDRENS CONF.	\$240.78
THRIFTY PROCESSING SERVICES / TOLL CHARGES	\$33.17
TOWN & COUNTRY-	\$82.93
TRACTOR SUPPLY - brush	\$48.98
TRACTOR SUPPLY- front gate repair	\$41.47
TRACTOR SUPPLY- sockets	\$13.04
TRACTOR SUPPLY-horse mats	\$61.13
TRANSUNION - searches	\$25.00
UPS Store - shipping with insurance	\$96.50
USA BLUEBOOK - sludge judge	\$643.43
USA BLUEBOOK - tank	\$411.99
USPS - Postage	\$148.35
USPS - Replenish postage machine postage	\$6.45
VERIZON / CELL PHONES	\$1,343.65
VERIZON WIRELESS - Admin cell	\$210.62
VERIZON WIRELESS - Clerk cell	\$73.68
VERIZON WIRELESS - Comm Dev	\$471.75
VERIZON WIRELESS - Court cell	\$189.12
VERIZON WIRELESS - Design & Co	\$682.97
VERIZON WIRELESS - Eng Emerg M	\$315.48
VERIZON WIRELESS - HR cell	\$182.87
VERIZON WIRELESS - IT cell	\$291.54
VERIZON WIRELESS - Legislation	\$483.84
VERIZON WIRELESS - Parks cell	\$801.19
VERIZON WIRELESS - PW cell	\$2,935.10
VERIZON WIRELESS - PW wtr mtrs	\$203.34
VERIZON WIRELESS - WWTP cell	\$903.35
WACA / MEMBERSHIP DUES	\$35.00
WAECO TOPSOIL- topsoil	\$68.80
WAPRO Training Parking Fee	\$10.00
WASTE WATER- T Christain written exam BAT	\$98.00
WEBOFFICE MART - table base Credit - out of stock	(\$184.99)
WESTERN FLUID- bh03	\$28.70
WHITNEY EQUIPMENT CO - lubricant	\$26.21

WOLFKILL-herbicide	\$136.50
WOLFKILL-marking lime	\$77.97
WRPA- registration	\$179.00
WSFERRIES / FERRY FOR WHIA CONFERENCE	\$36.40
WSP Background check	\$48.00
WSU CONF MGMT / SANDY HOOK TRAINING	\$154.50
Total Paid to <b>US Bank National Associatio ND</b>	\$117,913.13
<b>Usey Agnes</b>	
Refund Check	\$152.38
Total Paid to <b>Usey Agnes</b>	\$152.38
<b>Utilities Underground Location C</b>	
locates	\$85.14
Total Paid to <b>Utilities Underground Location Center</b>	\$85.14
<b>Vestal Guy &amp; Barbara</b>	
Refund Check	\$146.81
Total Paid to <b>Vestal Guy &amp; Barbara</b>	\$146.81
<b>Wakefield Mark</b>	
M Wakefield supplemental insur	\$431.00
Total Paid to <b>Wakefield Mark</b>	\$431.00
<b>Washington State Patrol</b>	
fingerprinting	\$261.25
Total Paid to <b>Washington State Patrol</b>	\$261.25
Grand Total	\$1,433,540.71



# MONROE CITY COUNCIL

## Agenda Bill No. 16-088

<b>SUBJECT:</b>	<b>Ordinance No. 008/2016, Repealing MMC 2.48, Library Board; Final Reading</b>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
06/14/2016	Administration	Gene Brazel Elizabeth Smoot	Gene Brazel	<b>Consent Agenda #3</b>

**Discussion:** 06/14/2016; 06/21/2016

**First Reading:** 06/14/2016

- Attachments:**
1. May 11, 2016, email from Librarian Spirito
  2. Ordinance No. 008/2016

**REQUESTED ACTION:** Move to adopt Ordinance No. 008/2016, disbanding the Monroe Library Board; repealing Chapter 2.48 MMC, Library Board; providing for severability; and establishing an effective date.

### DESCRIPTION/BACKGROUND

On May 11, 2016, Mr. Phil Spirito, Managing Librarian, Monroe Library, contacted Mayor Thomas and City Administrator Brazel to notify the City of Monroe that the Monroe Library Board had unanimously approved dissolution of the community library board (*attachment 1*).

Proposed Ordinance No. 008/2016 (*attachment 2*) formally disbands the Monroe Library Board and repeals Chapter 2.48 Monroe Municipal Code, Library Board. If first reading is accepted, the ordinance will be on the June 21, 2016, Meeting for adoption; and effective July 3, 2016.

First reading of this ordinance was accepted on June 14, 2016; no changes have been made since that time.

### IMPACT – BUDGET

None.

### TIME CONSTRAINTS

As soon as possible, to allow current Monroe Library Board members to be eligible to serve the City of Monroe through other available service opportunities.

On May 11, 2016, at 11:32, Philip Spirito <[PSpirito@sno-isle.org](mailto:PSpirito@sno-isle.org)> wrote:

Hello Gentlemen,

It appears that we have had a unanimous vote on dissolution of our community library board. Everyone agrees that the board serves no useful purpose and their time would be better spent volunteering in other capacities in the library or throughout the community. I'm not sure where that leaves us at this point. I think you will need to take it from here. I'd be glad to help out in anyway to move this process along. Let me know how I can help.

Thanks

Phil Spirito  
Managing Librarian  
Monroe Library  
[pspirito@sno-isle.org](mailto:pspirito@sno-isle.org)  
(360) 794-7851 ext. 4120

**CITY OF MONROE  
ORDINANCE NO. 008/2016**

AN ORDINANCE OF THE CITY OF MONROE,  
WASHINGTON, DISBANDING THE MONROE LIBRARY  
BOARD; REPEALING CHAPTER 2.48 MMC LIBRARY  
BOARD; PROVIDING FOR SEVERABILITY; AND  
ESTABLISHING AN EFFECTIVE DATE

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WHEREAS, the Monroe Library Board was created through Ordinance No. 1114 adopted by the Monroe City Council on November 19, 1997; and

WHEREAS, the main purpose of the Monroe Library Board is to provide advice to the City Council on library issues and to act as a liaison with the Sno-Isle Library System which provides library services to the City of Monroe; and

WHEREAS, the Monroe Library Board has solely functioned as an advisory board to the Sno-Isle Libraries for some time, with little to no contact with City Staff or the City Council, save for the appointment and confirmation process; and

WHEREAS, the Sno-Isle Libraries no longer sees a need for an advisory board in this capacity, and will no longer be staffing or utilizing the Monroe Library Board; and

WHEREAS, in May 2016, the Monroe Library Boardmembers voted unanimously to dissolve the Monroe Library Board, in order to allow volunteers to serve the Library in other capacities or throughout the community; and

WHEREAS, the City Council wishes to disband the current Monroe Library Board, relieve the current members of their terms of office, encourage these individuals to serve the City of Monroe through other available service opportunities, and repeal Monroe Municipal Code (MMC) 2.48, Library Board.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROE DO  
ORDAIN AS FOLLOWS:

Section 1. Disbanding of Monroe Library Board. The Monroe Library Board is hereby disbanded, and all Library Board members are relieved of their positions and current terms of office.

Section 2. Repeal of Chapter 2.48 MMC. Chapter 2.48, Library Board, of the Monroe Municipal Code is hereby repealed in full:

**[CHAPTER 2.48  
LIBRARY BOARD**

- ~~2.48.010 — PURPOSE AND FUNCTION.~~
- ~~2.48.020 — CREATION, MEMBERSHIP AND COMPENSATION.~~
- ~~2.48.030 — SELECTION OF OFFICERS.~~
- ~~2.48.040 — VACANCIES.~~
- ~~2.48.050 — QUORUM AND MEETINGS.~~

~~2.48.010 — PURPOSE AND FUNCTION.~~

~~THE LIBRARY BOARD IS HEREBY DECLARED TO BE AN ADVISORY BOARD OF THE CITY OF MONROE, WHOSE DUTIES SHALL BE TO ADVISE THE CITY COUNCIL AS TO THE GENERAL SUPERVISION OF THE LIBRARY FACILITIES OF THE CITY, TO ACT AS LIAISON BETWEEN THE CITY COUNCIL AND THE SNO- ISLE LIBRARY SYSTEM, TO ADOPT SUCH BYLAWS, RULES AND REGULATIONS FOR THEIR OWN GUIDANCE AS THEY DEEM NECESSARY, AND TO PERFORM SUCH OTHER DUTIES AS MAY BE DIRECTED BY THE CITY COUNCIL.~~

~~2.48.020 — CREATION, MEMBERSHIP AND COMPENSATION.~~

~~A. THERE IS HEREBY CREATED AND ESTABLISHED A LIBRARY BOARD OF THE CITY OF MONROE, COMPOSED OF FIVE MEMBERS, AS HEREINAFTER PROVIDED.~~

~~B. THE MEMBERS OF THE LIBRARY BOARD SHALL BE BONAFIDE RESIDENTS OF SNOHOMISH COUNTY AND SHALL ALSO BE RESIDENTS OF THE CITY OF MONROE LIBRARY SERVICE AREA AND SHALL BE APPOINTED BY THE MAYOR AND CONFIRMED BY THE CITY COUNCIL. INCUMBENT MEMBERS OF THE LIBRARY BOARD SHALL SERVE THEIR PRESENT TERM OF OFFICE. SUCCEEDING APPOINTMENTS BY THE MAYOR AND CITY COUNCIL AS AFORESAID SHALL BE FOR A TERM OF FIVE YEARS, WHICH SHALL EXPIRE ON DECEMBER 31ST OF THE LAST YEAR FOR WHICH THE TERM IS MADE; PROVIDED, THAT MEMBERS SHALL REMAIN IN OFFICE UNTIL THEIR SUCCESSORS ARE APPOINTED AND CONFIRMED.~~

~~C. NO BOARD MEMBER SHALL RECEIVE ANY COMPENSATION FROM THE CITY FOR HIS OR HER SERVICE ON THE BOARD.~~

~~2.48.030 — SELECTION OF OFFICERS.~~

~~THE MEMBERS OF THE BOARD SHALL, AT THE FIRST MEETING AFTER ANNUAL CITY COUNCIL APPOINTMENTS HAVE OCCURRED, SELECT FROM AMONG THEIR MEMBERS A CHAIR AND A SECRETARY, WHO SHALL SERVE IN THAT CAPACITY FOR A ONE-YEAR TERM COMMENCING THE FIRST MEETING OF THE YEAR. THE SECRETARY SHALL KEEP MINUTES AND RECORDS OF ALL REGULAR MEETINGS.~~

2.48.040 — VACANCIES.

~~VACANCIES OCCURRING OTHERWISE THAN THROUGH THE EXPIRATION OF TERMS SHALL BE FILLED FOR THE REMAINDER OF THE TERM OF THE MEMBER BEING REPLACED. VACANCIES SHALL BE FILLED IN THE SAME MANNER AS ORIGINAL APPOINTMENTS. REGULAR ATTENDANCE BY MEMBERS IS NECESSARY FOR THE EFFICIENT OPERATION AND EFFECTIVE COMPLETION OF BUSINESS. THREE UNEXCUSED ABSENCES FROM REGULAR MEETINGS IN A CALENDAR YEAR SHALL CONSTITUTE AN AUTOMATIC RESIGNATION FROM THE BOARD. A MEMBER MAY REQUEST THAT AN ABSENCE BE EXCUSED EITHER BEFORE OR AFTER THE ABSENCE OCCURS. ANY MEMBER WHO CEASES TO HAVE THE QUALIFICATIONS PROVIDED IN THIS SECTION SHALL BE DEEMED TO HAVE FORFEITED HIS OR HER OFFICE. UPON REQUEST OF A BOARD MEMBER, THE MAYOR, WITH THE CONFIRMATION OF THE CITY COUNCIL, MAY MAKE A TEMPORARY APPOINTMENT TO REPLACE A BOARD MEMBER WHO WILL BE ABSENT FROM MEETINGS FOR A PROLONGED PERIOD. UPON MOTION BY ANY MEMBER OF THE CITY COUNCIL, AND APPROVAL BY A MAJORITY OF THE CITY COUNCIL, THE APPOINTMENT OF ANY MEMBER SERVING ON THE BOARD MAY BE TERMINATED FOR CAUSE. THE MAYOR AND CITY COUNCIL SHALL THEREAFTER PROCEED WITH THE APPOINTMENT OF A NEW MEMBER TO COMPLETE THE TERM OF OFFICE.~~

2.48.050 — QUORUM AND MEETINGS.

~~THE LIBRARY BOARD SHALL HOLD REGULAR MEETINGS, AT SUCH TIME AND PLACES IT DEEMS ADVISABLE; BUT SHALL HOLD NOT LESS THAN ONE EVERY TWO CALENDAR MONTHS. THE PRESENCE OF THREE MEMBERS OF THE BOARD SHALL BE NECESSARY TO CONSTITUTE A QUORUM FOR TRANSACTING BUSINESS.]~~

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Effective Date. This ordinance shall be in full force and effect five (5) days from and after its passage and approval and publication as required by law.

Passed by the City Council and approved by the Mayor of the City of Monroe, at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

First Reading June 14, 2016  
Adoption: June 21, 2016  
Published: June 28, 2016  
Effective: July 3, 2016

CITY OF MONROE, WASHINGTON:

(seal)

\_\_\_\_\_  
Geoffrey Thomas, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Elizabeth M. Smoot, MMC, City Clerk

\_\_\_\_\_  
J. Zachary Lell, City Attorney



# MONROE CITY COUNCIL

## Agenda Bill No. 16-089

<b>SUBJECT:</b>	<i>Discussion: Admissions Tax</i>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
06/21/2016	Finance	Dianne Nelson	Dianne Nelson	<b>New Business #1</b>

**Discussion:** 06/21/2016

- Attachments:**
1. 05/06/2016 Letter to Jump Rattle and Roll
  2. 05/17/2016 Email to Jump Rattle and Roll
  3. MMC 5.03, Admissions Tax

**REQUESTED ACTION:** Discussion on possible changes to Monroe Municipal Code regarding Admissions Tax.

### DESCRIPTION/BACKGROUND

During an internal audit it was discovered that the business Jump Rattle and Roll, located at 17631 147<sup>th</sup> Street SE #6, Monroe, WA, was not paying admissions tax. A letter was sent to them on 05/06/2016 explaining that they would have to start paying the tax (attachment 1). The owners contacted staff and said they did not believe they were subject to the tax. Staff requested an opinion of the City Attorney for clarification. An email was sent to the owners on 05/17/2016 stating that the City Attorney's interpretation was that the admissions tax did apply to their business operations (attachment 2).

The owners of Jump Rattle and Roll addressed the City Council on 06/14/2016 stating they could not afford the admissions tax. Council requested this topic be addressed formally on the council agenda. Attached is the current municipal code on admissions tax. Council has some options, which include:

1. Leave the municipal code intact. This would effectively require Jump Rattle and Roll to start paying Admissions Tax in the same manner as all other, similarly situated businesses in Monroe.
2. Direct staff to explore options for amending the municipal code to establish additional categories of businesses for which the City's admissions tax would not apply. The Council cannot grant an exemption for an individual business (this would constitute unlawful "special legislation"), but it can effectively exempt entire classes of businesses if there is a rationale policy basis for making such distinctions.
3. Direct staff to explore options for amending the municipal code to establish a minimum revenue threshold below which the admissions tax would not apply.

While it is entirely appropriate for the City Council to consider the input of Jump Rattle and Roll - as well as that of any other local business and/or citizen - on this topic, the Council's policy decision regarding the admissions tax should ultimately be based upon the public interest.

**IMPACT – BUDGET**  
N/A

**TIME CONSTRAINTS**  
N/A



May 6, 2016

Jump Rattle and Roll LLC  
17631 147<sup>th</sup> Street SE #6  
Monroe, WA 98272

Dear Jump Rattle and Roll:

During an internal audit it has been determined that your business is subject to City of Monroe Admissions Tax. Attached is a copy of the Monroe Municipal Code Chapter 5.03, regarding Admissions Tax. Please see section 5.03.010, which describes the definitions of businesses covered under this part of the MMC.

Per MMC 5.03.050 you will need to complete the enclosed application and remit \$15 to the city to certify your registration. This should be done immediately. Subsequently, your business will be required to remit monthly returns (form enclosed) along with the admissions tax (MMC 5.03.030 & 5.03.040).

Please feel free to contact me with any questions or concerns at 360-863-4518 or email to [dnelson@monroewa.gov](mailto:dnelson@monroewa.gov). Your cooperation is appreciated.

Sincerely,

Dianne M. Nelson  
Finance Director

Cc: Gene Brazel, City Administrator  
Amy Bright, Business Licensing and Customer Service

**From:** [Dianne Nelson](#)  
**To:** [kristina@jumprattleroll.com](mailto:kristina@jumprattleroll.com)  
**Cc:** [Gene Brazel](#); [Geoffrey Thomas](#); [Amy Bright](#)  
**Subject:** Admissions Tax  
**Date:** Tuesday, May 17, 2016 8:53:13 AM

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Hi Kristina,

I received the city attorney's input on admissions tax, and how it relates to your business operations. He says your company does fall under Monroe Municipal Code 5.03.010(b) and/or (c), and is therefore subject to paying admissions tax. If you feel this is not the case, the next step would be to respond in writing to the City Council with an legal explanation as to why the admissions tax should not apply to you, or why the council should amend/change the municipal code. Once council receives your request, they will probably put it on the council agenda for discussion. I will notify you if this happens, so that you can come to the meeting & speak, if you want.

Dianne Nelson  
Finance Director, City of Monroe  
806 W. Main Street, Monroe, WA 98272  
Phone 360-863-4518 fax 360-794-4007

## Chapter 5.03 ADMISSIONS TAX

### Sections:

- [5.03.010](#) Definitions.
- [5.03.020](#) Admissions tax levied.
- [5.03.030](#) Determination of amount and penalties.
- [5.03.040](#) Collection – Remittance to finance director.
- [5.03.050](#) Application and reporting.
- [5.03.060](#) Violations.
- [5.03.070](#) Severability.

### **5.03.010 Definitions.**

“Admission charge,” in addition to its usual meaning, shall include but not be limited to the following:

- A. A cover charge or a charge made for use of seats or tables, reserved or otherwise, and similar accommodations.
- B. A charge made for rental or use of equipment or facilities for purposes of entertainment or amusement and, where the rental of the equipment or facilities is necessary to the enjoyment of the privilege for which general admission is charged, the combined charge shall be considered as the admission charge.
- C. A charge made for entertainment activities or admission to any theater, dance hall, cabaret, adult entertainment cabaret, golf course, private club, auditorium, circus, side show, outdoor amusement park, arcade, or any similar place; and includes equipment to which persons are admitted for purposes of entertainment such as arcade and video games, merry-go-rounds, ferris wheels, dodgems, roller coasters, go-carts and other rides, whether such rides are restricted to tracks or not.
- D. A sum of money referred to as a “donation” which must be paid before entrance is allowed.
- E. A charge made for food and refreshment in any place where free entertainment, recreation or amusement is provided.
- F. A charge made for season tickets or subscriptions for an event held in the city of Monroe.
- G. Automobile parking charges if the amount of the charge is determined according to the number of passengers in the automobile.
- H. “Admission charge” does not include persons paying an admission to any activity of any elementary or secondary school. This includes a tax on persons who are admitted free of charge or at reduced rates to any place for which other persons pay a charge or a regular higher charge for the same privileges or accommodations. This admission charge does not apply to bona fide charitable organizations as defined in RCW [19.09.020](#), and/or Section 501(c)(3) of the Internal Revenue Code; or special benefits performances offered as a fundraiser for the community. Evidence of exempt status is required and must be submitted with application. (Ord. 021/2013 § 1; Ord. 1095, 1996)

### **5.03.020 Admissions tax levied.**

There is hereby levied a five percent tax or such other amount as may be set by periodic resolution on admissions for entertainment purposes in the city of Monroe. Such tax is to continue indefinitely or until amended or repealed by the city council. (Ord. 1166, 1999; Ord. 1095, 1996)

### **5.03.030 Determination of amount and penalties.**

A. The tax hereby imposed shall be in the amount of five percent or such other amount as may be set by periodic resolution, on each admission or entertainment charge.

B. Cabarets and Similar Places. The admission charge to any cabaret, adult entertainment cabaret, private club conducting cabaret activities, or any similar place of entertainment is deemed to be the total amount charged as an admission charge, a cover charge, and/or a charge made for the use of seats and tables reserved or otherwise, and other similar accommodations. A minimum drink or participation cost in lieu of a cover charge is deemed a taxable event.

C. Signs Posted. Whenever a charge is made for admission to any place, a sign shall be posted in a conspicuous place on the entrance or ticket office stating that a five percent, or such other amount as may be set by periodic resolution, city admission tax is included in the admission charge. (Ord. 1095, 1996)

### **5.03.040 Collection – Remittance to finance director.**

A. The tax imposed hereunder shall be collected at the time the admission charge is paid and such taxes shall be remitted by the person collecting the tax to the city of Monroe finance director in monthly remittances on or before the last day of the month succeeding the end of the monthly period in which the tax is collected or received and accompanied by such reports as the finance director shall require.

B. Any person receiving any payment for admissions shall make out a return upon such forms and setting forth such information as the finance director may require, showing the amount of the tax upon admissions for which he is liable for the preceding monthly period, and shall sign and transmit the same to the finance director with a remittance for the amount; provided, that the finance director may at his/her discretion require verified annual returns from any person receiving admission payments setting forth such additional information as he/she may deem necessary to determine correctly the amount of tax collected and payable.

C. If the return provided for herein is not made and transmitted and the tax is not collected and remitted to the city by the last day of the month succeeding the end of the month in which the tax was collected, the finance director shall add a penalty of ten percent, or such other amount as may be set by periodic resolution, of the tax per month or fraction thereof for each month overdue, which shall be added to the amount of the tax due, and remitted in the same manner.

D. Whenever any theater, circus, show, exhibition, entertainment or amusement makes an admission charge which is subject to the tax herein levied, and the same is of a temporary or transitory nature or there exists a reasonable question of financial responsibility, of which the finance director shall be the judge, may require the report and remittance of the admission tax immediately upon the collection of the same, at the conclusion of the performance or exhibition, or at the conclusion of the series of performances or exhibitions.

E. Every person liable for the collection and payment of the tax imposed by this chapter shall keep and preserve for a period of five years all unused tickets, ticket manifests, books and all other records from which can be determined the amount of admission tax which he was liable to remit under the provisions of this chapter, and all such tickets, books and records shall be open for examination and audit at all reasonable times by the finance director or his duly authorized agent. (Ord. 1095, 1996)

### **5.03.050 Application and reporting.**

A. Any person conducting or operating any place for entrance to which an admission charge is made shall procure from the city an annual certificate of registration, the fee for which shall be fifteen dollars or such other amount as may be set by periodic resolution, and shall be posted in a conspicuous place where tickets of admission are sold or the activity occurs. All certificates of

registration shall expire on December 31st and shall not be prorated. Annual renewals will be provided without a fee if application is received by March 1st of the following year; if not received in this timely manner, the renewal fee will be the same as established for an initial certificate.

B. The applicant for a certificate of registration shall furnish the finance director with the completed application, with the name and address of the owner, lessee or the custodian of the premises upon which the amusement is to be conducted, and such owner, lessee or custodian shall be notified of the issuance of such certificate and of his joint liability for collection and remittance of such tax.

C. The finance director shall have the power to adopt rules and regulations not inconsistent with the terms of this chapter for carrying out and enforcing the payment, collection and remittance of the tax herein levied, and a copy of the rules and regulations shall be on file and available for public examination in the finance director's office. (Ord. 1095, 1996)

#### **5.03.060 Violations.**

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A. Violation a Misdemeanor as Provided by State Statute. Each violation of or failure to comply with the provisions of this chapter constitutes a separate offense and is a misdemeanor.

B. Collection of Tax by Civil Action. Any fee or tax due and unpaid and delinquent under this chapter and all penalties thereon may be collected by civil action, which remedies shall be in addition to any and all other existing remedies.

C. Violators Designated. Any person who directly or indirectly performs or omits to perform any act in violation of this chapter, or aids or abets the same, whether present or absent, and every person who directly or indirectly counsels, encourages, hires, commands, induces or otherwise procures another to commit such violation is and shall be a principal under the terms of this chapter and may be proceeded against as such. (Ord. 1095, 1996)

#### **5.03.070 Severability.**

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If any section, sentence, clause or phrase of this chapter should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this chapter. (Ord. 1095, 1996)



# MONROE CITY COUNCIL

## Agenda Bill No. 16-090

<b>SUBJECT:</b>	<b>Ordinance No. 009/2016, Amending MMC 20.12, Transportation Impact Fees; First and Final Reading</b>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
06/21/2016	Public Works Design & Construction	Brad Feilberg	Brad Feilberg	<b>Final Action #1</b>

**Discussion:** 03/22/2016; 04/05/2016; 04/05/2016;  
06/07/2016; 06/21/2016

**Public Hearing – Council:** 06/07/2016

**Public Hearing – Planning Commission:** 05/09/2016;05/23/2016

**Attachments:** 1. Proposed Ordinance No. 009/2016

<b>REQUESTED ACTION:</b>
A. Move to waive Council Rules of Procedure requiring two readings of ordinances.
B. Move to adopt upon first and final reading Ordinance No. 009/2016, amending Chapter 20.12 MMC, Transportation Impact Fees; clarifying the applicability of transportation impact fees to development activity involving changes of use; providing for severability; and establishing an effective date and a five-year sunset period.

### DESCRIPTION/BACKGROUND

In order to encourage the reoccupation of vacant buildings throughout Monroe, the City Council adopted interim Ordinance No. 002/2016 to amend Chapter 20.12 of the Monroe Municipal Code on April 5, 2016. As this is an interim ordinance, the City Council is required to hold a public hearing after adoption to receive public comment. The interim ordinance changed the definition of “Development Activity” so that additional transportation impact fees are not collected when the use of an existing building is changed.

As the interim ordinance sunsets on July 5, 2016, the Planning Commission has held a public hearing and forwards a recommendation to the City Council for long-term changes to MMC 20.12.

The Planning Commission recommendation adds a definition of “Substantial Change of Use” and restores transportation impact for this development activity. The Planning Commission also recommends a five year sunset on the new definition of “Development Activity”.

### IMPACT – BUDGET

No direct budget impact.

### TIME CONSTRAINTS

This ordinance, if adopted tonight, will become effective prior to the expiration of the interim ordinance on July 5, 2016.

**CITY OF MONROE  
ORDINANCE NO. 009/2016**

AN ORDINANCE OF THE CITY OF MONROE, WASHINGTON, AMENDING CHAPTER 20.12 MMC TRANSPORTATION IMPACT FEES; CLARIFYING THE APPLICABILITY OF TRANSPORTATION IMPACT FEES TO DEVELOPMENT ACTIVITY INVOLVING CHANGES OF USE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE AND A FIVE-YEAR SUNSET PERIOD

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WHEREAS, pursuant to Chapter 82.02 RCW, the City of Monroe has adopted and codified at Chapter 20.12 MMC standards and procedures for imposing transportation impact fees on development activity within the City in order to fund transportation system improvements necessary to serve such development; and

WHEREAS, the City Council desires to amend Chapter 20.12 MMC in order to clarify the applicability of the City's transportation impact fee to situations involving a change in land use; and

WHEREAS, the Council finds that the existing provisions in Chapter 20.12 MMC concerning changes of land use are potentially vague, and that a code amendment is necessary in order to clarify the Council's legislative intent and to resolve potential uncertainties regarding the application and enforcement of said provisions; and

WHEREAS, the Planning Commission held a public hearing on the proposed amendments on May 9, and May 23, 2016, and recommend approval of the proposed amendments; and

WHEREAS, the City Council desires for the amendments set forth in this ordinance to remain effective for a period of five years unless repealed earlier or extended by subsequent Council action.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROE DO ORDAIN AS FOLLOWS:

Section 1. Amendment of MMC 20.12.030. Section 20.12.030(A) of the Monroe Municipal Code is hereby amended as follows:

A. The following definitions shall apply for purposes of this chapter:

1. "Act" means the sections of the Washington State Growth Management Act codified at Chapters 36.70A and 82.02 RCW, as may be hereinafter amended.

2. "Applicant" means a person or entity that has submitted a written application to the city for a building permit.
3. "Building permit" means the city's written authorization to commence development activity, as further defined by Chapter 18.02 MMC.
4. "City" means the city of Monroe, Washington.
5. "City engineer" means the Monroe city engineer or his/her designee. Any authority expressly or impliedly granted to the city engineer by this chapter shall supersede conflicting authority granted to the community development director in MMC 21.20.020.
6. " Dwelling unit" means a single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.
7. "Development activity" means any construction **of a new building or structure** or expansion of **an existing** building, structure, or use, **or any substantial** change in use of a building or structure, ~~[OR ANY CHANGE IN THE USE OF LAND,]~~ that generates at least one p.m. peak hour trip of additional demand on and/or need for transportation facilities.
8. "Impact fee" means a payment of money imposed by the city upon a building permit or other approval in order to fund system improvements needed to serve new growth and development, that is reasonably related to the new development that creates additional demand and need for transportation facilities, that is a proportionate share of the cost of the transportation facilities, and that is used for facilities that reasonably benefit the new development.
9. "Low-income housing" means a housing unit developed and maintained specifically for rental or ownership occupancy by households with incomes no greater than fifty percent of current median income as determined by reference to the most recently published income data for the Seattle-Bellevue PMSA published by the U.S. Department of Housing and Urban Development.
10. "MMC" means the Monroe Municipal Code.
11. "Owner" means the owner of record of real property; provided, that when real property is purchased under a real estate contract, the purchaser shall be considered the owner of the real property if the contract is recorded.
12. "Project improvements" means site improvements and facilities that are planned and designed to provide service for a particular development project, that are necessary for the use and convenience of the occupants or users of the project, and that are not system improvements. No improvement or facility included in the city's adopted capital facilities plan shall be considered a project improvement.

13. "Proportionate share" means that portion of the cost of transportation facility improvements that is reasonably related to the service demands, impacts, and needs of new development.

14. "Public facilities" means transportation facilities that are owned or operated by the city.

**15. "Substantial change in use" means a change in the use of a building or structure necessitating or otherwise involving issuance of a building permit for improvements, the value of which exceeds fifty percent of the assessed value of the existing building or structure.**

[45]16. "System improvements" means transportation facilities that are included in the city's capital facilities plan and that are designed to provide service to the community at large, in contrast to project improvements.

[46]17. "Transportation facilities" means public streets and roads, including all publicly owned streets, roads, alleys, and rights-of-way within the city, and all traffic control devices, curbs, gutters, sidewalks, facilities, and improvements directly associated therewith.

[47]18. "Transportation Impact Fee Rate Study Update" means the study prepared by Fehr & Peers in October 2015.

Section 2. Amendment of MMC 20.12.130. Subsection 20.12.130 of the Monroe Municipal Code is hereby amended as follows:

A. The transportation impact fee assessed against a development activity shall be based upon the calculation methodology set forth in the Transportation Impact Fee Rate Study Update, Fehr & Peers (October 2015). This study includes the list of eligible impact fee projects enumerated in the transportation element of the city's comprehensive plan, a calculation of the share of cost related to new growth and development, the determination of an impact fee rate, and the development of an impact fee schedule.

B. Each applicant for development shall pay its share in accordance with the following:

<b>Land Use</b>	<b>Unit of Measure</b>	<b>Impact Fee Rate</b>
Single Family (1 or 2 dwelling units)	Dwelling Unit	\$3,449
Multifamily (3 or more dwelling units)	Dwelling Unit	\$1,966
Senior Housing	Dwelling Unit	\$931
Commercial Services	SF GFA	\$13.73
School	Student	\$448

Land Use	Unit of Measure	Impact Fee Rate
Institutional	SF GFA	\$2.55
Light Industry/ Industrial Park	SF GFA	\$3.14
Warehousing/Storage	SF GFA	\$1.55
Restaurant	SF GFA	\$17.42
General Retail	SF GFA	\$8.45
Supermarket	SF GFA	\$20.93
Administrative Office	SF GFA	\$5.14
Medical Office/Dental Clinic	SF GFA	\$12.31

Exception: Permitted accessory dwelling units (as defined in MMC Title 18) contained within the structure of the primary dwelling unit or detached from the primary dwelling unit shall be exempt from transportation impact fees.

C. For uses that are not identified in the fees established by subsection (B) of this section, the city engineer shall calculate the impact fee amount using the methodology employed in the Transportation Impact Fee Rate Study Update.

D. For a **substantial** change in use of an existing building or dwelling unit, ~~[INCLUDING ANY ALTERATION, EXPANSION, REPLACEMENT, OR NEW ACCESSORY BUILDING,]~~ the impact fee shall be the applicable impact fee for the land use category of the new use, less the impact fee under the current rate schedule of the prior use. ~~[IF NO IMPACT FEE WAS REQUIRED FOR THE PRIOR USE, THE IMPACT FEE FOR THE NEW USE SHALL BE REDUCE BY AN AMOUNT EQUAL TO THE CURRENT IMPACT FEE RATE FOR THE PRIOR USE. THE "PRIOR USE" SHALL BE CONSTRUED AS THE LAST USE OF THE PROPERTY, EXCLUDING ANY INTERVENING PERIODS OF VACANCY EXCEPT AS FURTHER PROVIDED HEREIN. PROPERTIES THAT HAVE BEEN VACANT FOR FIVE YEARS OR MORE SHALL BE CONSIDERED VACANT FOR PURPOSES OF A CHANGE IN USE IMPACT FEE CALCULATION IF ANY IMPROVEMENTS ARE MADE TO THE PROPERTY THAT EXCEED FIFTY PERCENT OF THE VALUE OF EXISTING IMPROVEMENTS.]~~

**E. The city engineer may in his/her sole discretion adjust the standard impact fee at the time the fee is imposed in consideration of unusual circumstances, in specific cases, to ensure that impact fees are imposed fairly.**

~~[E]~~F. Determinations made by the city engineer pursuant to this section may be appealed to the office of the hearing examiner as set forth in MMC 20.12.080.

~~[F]~~G. The transportation impact fees computed in this section will be adjusted annually in accordance with a five-year rolling average of the Washington State Department of Transportation Construction Cost Index ("CCI"), coinciding with the city's annual

adoption of its six-year street plan.

[G]H. Pursuant to and consistent with the requirements of RCW 82.02.060, impact fee schedules have been adjusted for future taxes and other revenue sources to be paid by the new development which are earmarked or proratable to the same new public facilities which will serve the new development.

Section 3. Transmittal to Department of Commerce. Pursuant to RCW 36.70A.106, this ordinance shall be transmitted to the Washington State Department of Commerce.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by State or federal law or regulation, such decision or pre-emption shall not affect the validity or enforceability of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 5. Effective Date; Duration, and Sunset Clause. This ordinance shall be in full force and effect five (5) days from and after its passage and approval and publication as required by law. The duration of this ordinance shall be for five years, and shall automatically sunset five years from the effective date, unless repealed earlier or extended by future Council action.

PASSED by the City Council and APPROVED by the Mayor of the City of Monroe, at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

First Reading: June 21, 2016  
Adoption: June 21, 2016  
Published: June 28, 2016  
Effective: July 3, 2016

CITY OF MONROE, WASHINGTON:

(SEAL)

\_\_\_\_\_  
Geoffrey Thomas, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Elizabeth M. Smoot, MMC, City Clerk

\_\_\_\_\_  
J. Zachary Lell, City Attorney



# MONROE CITY COUNCIL

## Agenda Bill No. 16-091

<b>SUBJECT:</b>	<i>Resolution No. 009/2016, Approving 2017-2022 Transportation Improvement Plan (TIP)</i>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
06/21/2016	Public Works Design & Construction	Scott Peterson	Brad Feilberg	<b>Final Action #2</b>

**Discussion:** 05/17/2016; 06/14/2016; 06/21/2016  
**Public Hearing – Council:** 06/14/2016

**Attachments:** 1. Resolution No. 009/2016  
 Exhibit A: 2017 – 2022 Transportation Improvement Program

**REQUESTED ACTION:** Move to approve Resolution No. 009/2016, adopting a six - year Transportation Improvement Program for the years 2017-2022.

### DESCRIPTION/BACKGROUND

RCW 35.77.010 requires the City Council to adopt a six-year Transportation Improvement Program each year by July 1, through a public hearing process. The 2017-2022 Transportation Improvement Program included with this agenda bill is consistent with the 2015-2035 Comprehensive Transportation Plan adopted by the Monroe City Council on December 8, 2015. This Transportation Improvement Program focuses on projects to reduce traffic congestion and maintain roadways and, as such, is consistent with the Monroe Transportation Benefit District priorities.

The 2017-2022 TIP is similar to the 2016-2021 TIP with the completed projects removed and estimated costs updated.

### IMPACT – BUDGET

Adoption of the TIP in itself has no budget impacts.

### TIME CONSTRAINTS

- ✓ Proposed schedule – May17, 2016
- ✓ Discussion – May 17, 2016
- ✓ Public Hearing – June 14, 2016
- **Adopt Resolution – on or before June 28, 2016**

**CITY OF MONROE  
RESOLUTION NO. 009/2016**

A RESOLUTION OF THE CITY OF MONROE,  
WASHINGTON, ADOPTING A SIX - YEAR  
TRANSPORTATION IMPROVEMENT PROGRAM FOR  
THE YEARS 2017-2022

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WHEREAS, pursuant to RCW 35.77.010, the City Council of the City of Monroe, State of Washington, considered a Six-Year Transportation Improvement Program for years 2017-2022, for the City; and

WHEREAS, the six-year transportation improvement program is required to be updated annually, in accordance with state law, and is necessary for the city to obtain state and federal funding for street, road, and transit programs; and

WHEREAS, the transportation improvement program establishes the schedule and funding for planned transportation and non-motorized transportation improvements; and

WHEREAS, adoption of the proposed transportation improvement program is consistent with the action to regularly update the transportation improvement program based on established level-of-service standards; and

WHEREAS, the proposed transportation improvement program is generally consistent with the City of Monroe Comprehensive Plan; and

WHEREAS, on June 14, 2016, pursuant to notice duly published May 24, 2016, in the Monroe Monitor, a legal newspaper, a public hearing was held to consider the adoption of said Transportation Improvement Program, and said Council having determined that the Program was in the best interests of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROE, HEREBY RESOLVES AS FOLLOWS:

That the City Council of the City of Monroe, Washington, does hereby accept and adopt the said Transportation Improvement Program, a copy of which is attached hereto as Exhibit A, and by this reference incorporated herein and made a part thereof; and

That the City Engineer is hereby authorized and directed to file a copy thereof with the Director of the Department of Transportation.

ADOPTED by the City Council of the City of Monroe, at its regular meeting thereof, and APPROVED by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF MONROE, WASHINGTON

\_\_\_\_\_  
Geoffrey Thomas, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Elizabeth M. Smoot, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Zachary Lell, City Attorney

CITY OF MONROE 2017-2022 TRANSPORTATION IMPROVEMENT PROGRAM											
DRAFT 05/11/2016											
Priority	PROJECT		2017	2018	2019	2020	2021	2022	Total	City Funds	Other Funds
			1,300,000	2,020,100	9,880,000	4,370,000	8,725,000	8,812,000	34,357,100		
1	Road Maintenance - Preventative (Transportation Benefit District)	design							-	-	-
		R/W							-	-	-
		Const.	70,000	72,100	85,000	75,000	80,000	80,000	392,100	392,100	-
2	Road Maintenance - Major (Transportation Benefit District)	design							-	-	-
		R/W							-	-	-
		Const.	140,000	144,000	150,000	160,000	160,000	170,000	784,000	784,000	-
3	Road Maintenance - Rehabilitation (Transportation Benefit District)	design							-	-	-
		R/W							-	-	-
		Const.	540,000	556,000	500,000	300,000	300,000	320,000	1,976,000	1,976,000	-
4	Road Maintenance - Reconstruction (Transportation Benefit District)	design			60,000		80,000		140,000	140,000	-
		R/W							-	-	-
		Const.				285,000	225,000	300,000	810,000	810,000	-
5	179th/147th Signal	design		65,000					65,000	Unfunded	
		R/W							-	-	
		Const.			225,000				225,000	Unfunded	
6	Main Street Gateway	design							-	-	
		R/W							-	Unfunded	
		Const.						2,010,000	2,010,000	Unfunded	
7	E/W Connector - South of US 2	design				250,000	380,000		630,000	Unfunded	
		R/W					2,900,000	1,900,000	4,800,000	Unfunded	
		Const.					2,900,000	2,900,000	5,800,000	Unfunded	
8	E/W Connector - 191st to Chain Lake Road or Galaxy Way	design	400,000	280,000					680,000	Unfunded	
		R/W		250,000					250,000	Unfunded	
		Const.			4,100,000				4,100,000	Unfunded	
9	Oak St - Woods Creek to Old Owen	design			400,000				400,000	Unfunded	
		R/W			1,300,000				1,300,000	Unfunded	
		Const.				3,000,000			3,000,000	Unfunded	
10	Oak St/Old Owen Rd Signal	design			50,000				50,000	Unfunded	
		R/W			200,000				200,000	Unfunded	
		Const.				300,000			300,000	Unfunded	
11	Chain Lake Road Phase 2A Multi-Purpose Trail	design	150,000	60,000					210,000	115,198	CMAQ \$94,802
		R/W		593,000					593,000	104,525	CMAQ \$488,725
		Const.			2,810,000				2,810,000	Unfunded	
12	Downtown Parking Facility	design							-	-	
		R/W					1,700,000		1,700,000	Unfunded	
		Const.						563,000	563,000	Unfunded	

Priority	PROJECT		2017	2018	2019	2020	2021	2022	Total			
13	Centennial Trail	design						130,000	130,000	Unfunded		
		R/W						339,000	339,000	Unfunded		
		Const.							-	-		
14	Railroad Overpass	design						100,000	100,000	Unfunded		
		R/W							-	-		
		Const.							-	-		
15	Pedestrian Safety Improvements	design		20,000		25,000		30,000	75,000	Unfunded		
		R/W							-	-		
		Const.			60,000		60,000			120,000	Unfunded	
16	154th St / 182nd Ave / W. Columbia Sidewalk Improvements	design	20,000	47,000					67,000	Unfunded		
		R/W		50,000	47,000					97,000	Unfunded	
		Const.			650,000	196,000				846,000	Unfunded	
17	US Hwy 2 Non-Motorized Shared Path	design	17,000	102,000					119,000	Unfunded		
		R/W								-	-	
		Const.								-	-	
				PSRC = Puget Sound Regional Council (FHWA)								



**MONROE CITY COUNCIL**  
**Transportation/Planning, Public Works, Parks & Recreation**  
**and Public Safety Committee Meeting**  
Tuesday, June 21, 2016, 6 P.M.  
Council Chamber, City Hall

## **AGENDA**

- I. Call to Order**
- II. Approval of Minutes (May 17, 2016)**
- III. Unfinished Business**
- IV. New Business**
  - A. Preliminary Proposal for Traffic Improvement
- V. Other**
- VI. Next Committee Meeting (July 19, 2016)**
- VII. Adjournment**

## City of Monroe - May 2016

General Fund Revenues	2016 Budget	Year-to-Date 5/31/16	% of Budget	2015 Budget	Year-to-Date 5/31/15	% of Budget
Property Tax	2,031,543	1,066,473	52.5%	2,011,559	1,074,622	53.4%
Sales Tax	5,001,675	2,052,676	41.0%	4,665,073	1,856,657	39.8%
Admissions Tax	135,000	36,127	26.8%	130,000	61,484	47.3%
Utility Tax	2,025,618	893,635	44.1%	2,035,500	932,185	45.8%
Leasehold & Gambling Taxes	42,726	18,692	43.7%	39,250	19,138	48.8%
<b>Total Taxes</b>	<b>9,236,562</b>	<b>4,067,604</b>	<b>44.0%</b>	<b>8,881,382</b>	<b>3,944,086</b>	<b>44.4%</b>
Licenses & Permits	467,800	286,616	61.3%	362,000	216,544	59.8%
Intergovernmental	574,115	157,056	27.4%	518,946	139,884	27.0%
Charges for Goods & Services	1,098,531	562,642	51.2%	864,163	372,147	43.1%
Fines & Penalties	261,340	124,724	47.7%	213,800	91,320	42.7%
Miscellaneous Revenues	41,901	49,698	118.6%	44,374	76,613	172.7%
Interfund Transfers In	106,000	-	0.0%	318,000	-	0.0%
<b>Total General Fund Revenues</b>	<b>11,786,249</b>	<b>5,248,341</b>	<b>44.5%</b>	<b>11,202,665</b>	<b>4,840,594</b>	<b>43.2%</b>
General Fund Expenditures	2016 Budget	Year-to-Date 5/31/16	% of Budget	2015 Budget	Year-to-Date 5/31/15	% of Budget
Admin, City Clerk & Public Records	750,225	329,483	43.9%	861,420	307,274	35.7%
City Attorney	180,000	51,374	28.5%	130,000	56,581	43.5%
Human Resources	147,600	64,537	43.7%	147,639	60,560	41.0%
Elected/Legislative	193,849	89,023	45.9%	150,100	51,786	34.5%
Finance	521,503	218,737	41.9%	513,726	188,877	36.8%
Planning & Building	1,159,872	451,614	38.9%	1,303,947	540,442	41.4%
Economic Development	-	-	-	25,000	2,839	11.4%
Emergency Management	24,847	9,685	39.0%	96,037	29,512	30.7%
Police	6,757,210	2,866,693	42.4%	6,319,706	2,635,724	41.7%
Jail, District Court & Dispatch	680,716	357,954	52.6%	590,054	251,150	42.6%
Municipal Court	326,348	134,649	41.3%	318,855	115,893	36.3%
Parks & Recreation	1,188,972	466,446	39.2%	1,075,930	399,502	37.1%
Interfund Transfers Out	154,956	-	0.0%	284,669	-	0.0%
<b>Total General Fund Expenditures</b>	<b>12,086,098</b>	<b>5,040,195</b>	<b>41.7%</b>	<b>11,817,083</b>	<b>4,640,140</b>	<b>39.3%</b>

### City of Monroe - May 2016

Other Funds' Revenues	2016 Budget	Year-to-Date 5/31/16	% of Budget	2015 Budget	Year-to-Date 5/31/15	% of Budget
Street Fund	606,966	268,334	44.2%	578,571	252,185	43.6%
Tourism Fund (Lodging Tax)	66,826	23,541	35.2%	65,200	18,709	28.7%
Real Estate Excise Tax Fund	501,500	376,838	75.1%	400,000	221,040	55.3%
Water Fund	4,227,423	2,009,031	47.5%	3,707,790	1,796,517	48.5%
Sewer Fund	7,398,759	3,113,114	42.1%	7,168,535	3,138,836	43.8%
Storm Drain Fund	1,587,743	689,420	43.4%	1,614,783	746,783	46.2%
Solid Waste Fund	3,394,125	1,385,013	40.8%	3,343,700	1,388,222	41.5%
Water CIP Fund	340,000	342,188	100.6%	505,420	241,539	47.8%
Sewer CIP Fund	2,521,920	458,766	18.2%	2,000,000	293,899	14.7%
Storm Drain CIP Fund	3,283,987	2,044	0.1%	917,250	64,308	7.0%

Other Funds' Expenditures	2016 Budget	Year-to-Date 5/31/16	% of Budget	2015 Budget	Year-to-Date 5/31/15	% of Budget
Street Fund	683,883	290,434	42.5%	674,184	260,585	38.7%
Tourism Fund (Lodging Tax)	80,908	23,665	29.2%	80,385	21,560	26.8%
Parks CIP Fund	738,614	105,323	14.3%	651,193	88,568	13.6%
Street CIP Fund	6,618,545	1,515,462	22.9%	5,812,568	373,946	6.4%
Water Fund	4,328,771	1,610,157	37.2%	4,044,604	1,125,452	27.8%
Sewer Fund	7,322,656	1,810,643	24.7%	7,055,878	1,778,729	25.2%
Storm Drain Fund	1,508,889	571,994	37.9%	1,530,343	535,260	35.0%
Solid Waste Fund	3,443,533	1,368,732	39.7%	3,278,401	1,099,845	33.5%
Water CIP Fund	4,396,842	447,790	10.2%	2,425,204	145,028	6.0%
Sewer CIP Fund	3,875,655	434,678	11.2%	2,791,917	1,014,024	36.3%
Storm Drain CIP Fund	313,411	110,119	35.1%	1,852,931	349,797	18.9%
Information Technology I.S. Fund	529,321	166,785	31.5%	492,399	169,933	34.5%
Fleet & Equipment I.S. Fund	1,042,359	513,192	49.2%	992,041	388,252	39.1%
Facilities I.S. Fund	1,210,564	453,863	37.5%	1,220,556	434,533	35.6%



# MONROE THIS WEEK

June 17, 2016 Edition No. 24

### Mayor

Geoffrey Thomas  
[gthomas@monroewa.gov](mailto:gthomas@monroewa.gov)

### Councilmembers

Patsy Cudaback  
Kevin Hanford  
Ed Davis  
Jason Gamble  
Jim Kamp  
Jeff Rasmussen  
Kirk Scarboro  
[councilmembers@monroewa.gov](mailto:councilmembers@monroewa.gov)

### City Hall

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

### Appointment Openings

No Vacancies

### Job Openings

Construction Inspector  
Senior Engineer – Development  
Review  
[www.monroewa.gov/jobs](http://www.monroewa.gov/jobs)

### Events this Week

- 06/18 Tri-Monroe Triathlon  
Lake Tye Park,  
7:30AM-4:00PM  
  
Miracle League Games,  
Rotary Field,  
8AM-2PM  
  
Legends Baseball  
Tournament,  
Sky River Park,  
8AM-6PM  
  
Northwest Run/Walk for  
Epilepsy,  
Sky River Park,  
10AM-1PM
- 06/21 City Council P4  
Committee Meeting,  
City Hall,  
Permit Center, 6PM  
  
City Council Meeting,  
City Hall, Council  
Chambers, 7PM
- 06/22 Farm To Table Farmer's  
Market, Lake Tye Park,  
3-8PM

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](mailto:GThomas@MonroeWa.gov).

Yours in Service,

Mayor Geoffrey Thomas

## Be In The Know!

### Tri-Monroe returns to Lake Tye Park Saturday, June 18<sup>th</sup>!

Tri-Monroe is proud to host one of only four national-level Youth Elite and Junior Elite draft-legal racing opportunities in the United States in 2016. Over 264 athletes, their coaches and families from 35 different States and Canada will visit Monroe for this event. For more information on this exciting event visit [www.trimonroe.com](http://www.trimonroe.com).

**PLEASE NOTE:** There will be a road closure for this event. Fryelands Boulevard will be closed from Currie Road to Tye Street on Saturday, June 18, 2016; from 6 a.m. to 6 p.m. Detour signs shall be posted.

**EVENT PARKING** for participants and spectators shall be in designated areas only. Please respect the area businesses and residential areas by not parking in them for the event. Thank you!

### Speed Week – June 20, through June 25, 2016

At the June 14, 2016, City Council Meeting, Councilmember Patsy Cudaback, Mayor Pro Tem, proclaimed June 20, through June 25, 2016, "Speed Week;" encouraging residents to celebrate Monroe's racing history and attend the events at the Evergreen Speedway. View the proclamation [here!](#)

## City of Monroe Year-to-Date Comparisons

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*The following are year-to-date comparisons*

### Sales Tax Revenues

'15 to 5/31/15: \$1,601,592

'16 to 5/31/16: \$1,775,685

**UP \$174,093 or 10.87%**

### Real Estate Excise Tax

'15 to 5/31/15: \$187,640

'16 to 5/31/16: \$375,594

**UP \$187,954 or 100.17%**

### Lodging Tax Revenues

'15 to 5/31/15: \$18,679

'16 to 5/31/16: \$23,437

**UP \$4,758 or 25.47%**

### Business License Fees

'15 to 5/31/15: \$21,069

'16 to 5/31/16: \$20,879

**DOWN \$190 or -0.90%**

### Building Permit Revenues

'15 to 5/31/15: \$135,163

'16 to 5/31/16: \$202,753

**UP \$67,590 or 50.01%**

### Planning Fee Revenues

'15 to 5/31/15: \$47,740

'16 to 5/31/16: \$36,290

**DOWN \$11,450 or -23.98%**

### New House Permits

'15 to 5/31/15: 35

'16 to 5/31/16: 52

**UP 18 units or 52.9%**

*\*19 permits issued in May 2016 alone*

### Multi-Family Permits (# units)

'15 to 5/31/15: 13

'16 to 5/31/16: 4

**DOWN 9 units or -69.2%**

### Building Division Inspections

'15 to 5/31/15: 712

'16 to 5/31/16: 764

**UP 52 or 7.3%**

## New Flowers!

On Wednesday, June 15, 2016, Monroe Parks and Recreation staff directed Monroe Correctional Complex inmates in planting approximately 3,000 flowers in the end caps of the landscaped islands along Main and Lewis Street, as well as at the Main Street roundabout. Flowers have been grown from seed each year for the past seven years at the prison complex, at a savings of approximately \$900 annually to our community. This is a great example of a government agency partnership working together for the greater benefit of the community that we serve.

## Save The Date – Supra Boats Pro Wakeboard Tour!

The Supra Boats Pro Wakeboard Tour is coming! Professional athletes from all over world will be competing at Lake Tye Park. The event will be held on Saturday, July 9, 2016. Get your tickets now for an incredible experience!

For ticket information [click here!](#)

## Parks Brochure

What to know what events are happening in Monroe? Check out the Parks brochure. You will find a list of concerts, events, and movies. Click [here](#) to view it!

## Council Update!

### Confirmation of Planning Commission Appointment

At the June 14, 2016, City Council Meeting, Council accepted the appointment of Mr. Kyle Fisher to the Planning Commission. Mr. Fisher has actively been involved in the community, currently serving as President of the Monroe Montessori Parent Booster Club and the Advisory Committee for the Monroe Boys and Girls Club. Congratulations!