



# MONROE CITY COUNCIL

Regular Business Meeting  
Tuesday, February 9, 2021, 7:00 P.M.  
Zoom Online Meeting Platform

**Mayor**  
*Geoffrey Thomas*

**Councilmembers**  
*Heather Rousey, Mayor Pro Tem;  
Patsy Cudaback; Kevin Hanford;  
Jason Gamble, Jeff Rasmussen;  
Ed Davis, & Kirk Scarboro*

## MINUTES

### CALL TO ORDER

The City Council meeting was held virtually via Zoom. Due to the COVID-19 pandemic, and Proclamation 20-28 issued by Governor Jay Inslee, in-person attendance is not permitted at this time.

Mayor Thomas called the meeting to order at 7:01 p.m.

### ROLL CALL

Councilmembers present:

Rousey, Cudaback, Hanford, Davis, Gamble, Rasmussen, and Scarboro

Staff present:

Knight, Hasart, Swanson, Feilberg, Farrell, Jolley, Haley, Criswell, Roberts, Peterson, Huebner, Christian, Marrero, Judge Ness, and City Attorney Lell

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Local Troop and Pack 148.

### PUBLIC HEARING

Mr. Feilberg gave an overview via PowerPoint (attachment 1) regarding the proposed 2022-2027 Transportation Improvement Plan (6 Year TIP) after which Mayor Thomas opened the public hearing.

There were no public comments received.

**Motion:** Move to close the public testimony portion of the public hearing. Councilmember Cudaback moved. Councilmember Hanford seconded. Motion passed 7-0.

**Motion:** Move to close the public hearing. Councilmember Cudaback moved. Councilmember Rousey seconded. Motion passed 7-0.

### PUBLIC COMMENTS

There were no comments from the public.

### CONSENT AGENDA

- 6.1. Approval of City Council Meeting Minutes for 01/26/2021
- 6.2. AP/ACH Payment Approvals 01/26/2021
- 6.3. January 2021 Payroll Warrant Approval
- 6.4. Contract Addendum to Gateway & Wayfinding Plan and Design Consultant Agreement

**Motion:** Move to approve the consent agenda. Councilmember Davis moved. Councilmember Scarboro seconded. Motion passed 7-0.



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## NEW BUSINESS

- 7.1. Ordinance No. 001/2021 Amending Monroe Municipal Code Chapters 22.14, 22.26, and 22.42, Zoning Map Amendment, and Amending the North Kelsey Plan Design Guidelines; First Reading

Ms. Marrero presented a PowerPoint which detailed the substance of the agenda bill (attachment 2) and history of the North Kelsey Zone

Councilmember Scarboro inquired about Planning Commission's input regarding motor vehicle sales. Staff responded the Commission was okay with that; there was not much discussion regarding that type of use. Councilmember Scarboro felt this warranted more discussion among the Council.

Councilmember Scarboro inquired about specific design guideline recommendations as presented in the packet and inquired if staff wanted specific comments on the guidelines presented. Councilmember Scarboro shared his preferences.

Mr. Swanson expanded on the specific changes incorporated in this proposed zoning change and update to design guidelines. Specifically, the zoning change would allow standalone multi-family development and the design guidelines would better reflect the look Monroe desires.

Mayor Thomas inquired if the proposal before Council tonight increases building heights. Staff responded it does not.

Councilmember Rousey also stated the current code already addresses building heights. Tonight's discussion does not change that but covers design guidelines and permitted uses. Councilmember Rousey stated she likes the proposed design guidelines.

Councilmember Gamble stated he too was going to emphasize what Councilmember Rousey stated. Councilmember Gamble also mentioned the difference is the City owns the property so the Council will have a vote on any potential interest in the property.

Councilmember Hanford concurred with everything said and likes what is being presented.

Councilmember Scarboro stated he felt that this would not be the right area of town for motor vehicle sales. Mr. Swanson informed Council that the Planning Commission process added this use, but this could go either way. Staff does not have a strong recommendation either way.

Councilmember Cudaback inquired about the reasons for the inclusion of motor vehicle sales by Planning Commission. Staff responded that they felt the commission was just brainstorming potential uses that would make the property marketable but they may not have a strong preference for it. Councilmember Cudaback agrees with Councilmember Scarboro that car dealerships do not make sense for this area with the other recommended uses.

**Motion:** Move to provide direction to the Mayor and staff to remove motor vehicle sales as an allowable use under the design guidelines. Councilmember Scarboro moved. Councilmember Cudaback seconded. Motion passed 6-1. Councilmember Rousey opposed.

**Motion:** Move to accept for first reading Ordinance No. 001/2021 amending Monroe Municipal Code Chapters 22.14, 22.26, and 22.42, Zoning Map Amendment, and amending the North Kelsey Plan Design Guidelines as amended to remove motor vehicle sales as an allowable use; setting forth



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legislative findings; providing for severability; and establishing an effective date. Councilmember Hanford moved. Councilmember Rousey seconded. Motion passed 7-0.

Mayor Thomas thanked the Council for the thoughtful discussion and engagement on this issue.

### STAFF/DEPARTMENT REPORTS

- 8.1. Parks Report – Mr. Farrell presented the report as included in the meeting packet.
- 8.2. Public Works Report – Mr. Roberts presented the report as included in the meeting packet.

Councilmember Scarboro asked if staff new about the status of this year's fair. Staff will follow up.

- 8.3. Municipal Court 2020 Annual Report – Judge Ness presented the report as included in the meeting packet.

Judge Ness highlighted three areas of her report: COVID-19 and how it affected the court; discussed specific sections of the recent court assessment to include the web site update and the need for a probations officer; and shared “an exciting” partnership among the Court and various partners. Councilmember Scarboro inquired about the percentage of cases adjudicated on Zoom. Judge Ness responded about 50% of criminal cases. Councilmember Scarboro asked if using Zoom means we can outsource court. Judge Ness responded that this means we can adapt to current needs and provide great customer service. Councilmember Scarboro clarified he supports having a local court and commented that there is advantages to being able to conduct court in person. He also shared his concerns about having our current Court Administrator also doing probation; this is above and beyond for her and he supports having a Probation Officer. Judge Ness concurred and thanked Councilmember Scarboro for his support.

Mayor Thomas shared his recent meeting with Ms. Knight at which staffing, including the need for a Probations Officer, was discussed. This is scheduled to come to Council for discussion in early to mid-June if not earlier with the 2021 budget amendment. Mayor Thomas appreciated Councilmember Scarboro's thoughts and comments on the Probation Officer.

- 8.4. Emergency Management Report – Mr. Feilberg provided an update on potential adverse weather conditions and presented the report as included in the meeting packet and shared information regarding Snohomish County's COVID-19 Recovery Coordination.

### COUNCILMEMBER REPORTS

There were no Councilmember reports this evening.

### MAYOR/ADMINISTRATIVE REPORTS

City Administrator Update. Ms. Knight reviewed the extended agenda as presented in the meeting packet. Ms. Knight noted that Council Committee work plans would be presented under consent agenda.

Ms. Knight gave a legislative update to include a request to support an SR203 study. The City of Duvall asked if our Council would be willing to provide non-financial support at the state level to conduct this



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study. There was no objection from Council. Ms. Knight gave a legislative update on how local governments are being asked to provide their transportation priorities to the state. This is an unusual process compare to the past and requires additional effort. The City of Monroe's priorities include full funding for #Finish522, improvements to the Paradise Lake Interchange on State Route 522, and for a Monroe Highway 2 bypass. Deadline to provide transportation priorities to the state is Friday, February 12, 2021.

Councilmember Scarboro asked for clarification regarding the full funding of highway 522. Staff clarified that the Governor's budget does not provide funding for 522; the funding is going to other priorities. The state legislative budget, which is developed separately, includes funding for 522 through Senator Hobbs' transportation bill. Mayor Thomas clarified that last weeks reference to funding for 522 was in relation to the Senate's transportation bill.

Ms. Knight shared that she and members of the Economic Development Advisory Board were able to tour the new restaurant Lewis & Main with Executive Chef Josh Soult. It is exciting to have a new restaurant opening during our current economic climate.

Mayor's Report. Mayor Thomas informed Council he attended the Monroe Equity Council (MEC) meeting last Wednesday with Chief Jolley and Sergeant Ryan. Chief Jolley and Sergeant Ryan presented on how Monroe's law enforcement works with our different communities. The MEC seemed very appreciative of the information and the Chief's and Sergeant's time.

Mayor Thomas informed the Council about his monthly meetings with Judge Ness, the most recent being this last Friday. It was a good update and discussion included how the prosecutor, public defender, court, and law enforcement personnel are working together and achieving good progress on past areas of concern.

### EXECUTIVE SESSION

Mayor Thomas noted the need for an executive session and provided the following information:

The City Council will convene an executive session for the purpose of discussing potential litigation with legal counsel pursuant to RCW 42.30.110(1)(i) for 5 minutes. The Mayor will notify the Interim City Clerk (Ms. Hasart) if the executive session has been extended; and the Interim City Clerk will notify the public. Council is anticipated to take action following the executive session. For purposes of the executive session, the Council will leave the current, publicly accessible Zoom meeting and will join a new Zoom meeting, for which the dial-in information has been separately provided to the Council Members.

The Council meeting was recessed to executive session at 8:37 p.m. for 5 minutes.

At 8:37 p.m. the executive session was extended to 8:42 p.m.

At 8:42 p.m. the executive session was extended to 8:44 p.m.

At 8:44 p.m. the executive session was extended to 8:46 p.m.

The executive session ended at 8:46 p.m.

The Council meeting reconvened to regular session at 8:47 p.m.



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## ADJOURNMENT

**Motion:** Move to adjourn. Councilmember Davis moved. Councilmember Scarboro seconded. Motion passed 7-0.

**MEETING ADJOURNED:** 8:47 p.m.

Geoffrey Thomas (Feb 24, 2021 17:11 PST)

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Geoffrey Thomas, Mayor

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Rabecca R. Hasart, Interim City Clerk

# Transportation Improvement Plan (TIP)

RCW 35.77.010

- Prepare and adopt a comprehensive transportation plan for the ensuing six years
- Plan shall be consistent with the Comprehensive Plan (Capital Facilities Plan)
- The TIP needs to be adopted before July 1<sup>st</sup>, and after holding one or more public hearings on this matter
- TIP is filed with WSDOT within 30 days of the adoption

2015-2035 Comprehensive Plan

**City of Monroe**



December 2015



2021-2026  
Capital Facilities Plan  
(CFP)

Six Year Capital Improvement Plan

|  |        | EXHIBIT A  |           |           |           |           | Project   |            |
|--|--------|------------|-----------|-----------|-----------|-----------|-----------|------------|
|  |        | Estimate   |           |           |           |           | Project   |            |
| Project  | Fund # | 2021       | 2022      | 2023      | 2024      | 2025      | 2026      | Total      |
| General Government                                     |        |            |           |           |           |           |           |            |
| Public Art/Banners                                     | 001    |            |           | \$ 20,000 |           | \$ 20,000 |           | \$ 40,000  |
| Boys & Girls Club Improvements                         | 307    | 1,022,000  |           |           |           |           |           | 1,022,000  |
| Al Borlin/Lewis St. Parks Master Plan                  | 317    |            |           | 80,000    |           | 600,000   | 3,000,000 | 3,680,000  |
| Cadman Phase 1 & 2                                     | 317    |            |           | 1,000,000 | 6,000,000 | 3,000,000 | 200,000   | 10,200,000 |
| Centennial Trailhead                                   | 317    |            |           | 3,000,000 | 300,000   | 1,300,000 |           | 4,600,000  |
| Gateway Features/Wayfinding (EDAB)                     | 317    | 84,500     | 450,000   | 150,000   | 150,000   |           |           | 834,500    |
| Lake Tye All Weather Fields design                     | 317    | 4,200,000  |           |           |           |           |           | 4,200,000  |
| Lake Tye Phase II                                      | 317    |            |           |           |           |           | 800,000   | 800,000    |
| North Hill Park Acquisition                            | 317    | 1,360,000  |           |           |           |           |           | 1,360,000  |
| North Hill Park Development                            | 317    |            |           |           | 300,000   | 1,000,000 |           | 1,300,000  |
| Park Playground Equipment                              | 317    | 225,000    | 250,000   | 250,000   | 250,000   | 250,000   | 250,000   | 1,475,000  |
| Public Plaza/Festival Lot (EDAB)                       | 317    |            |           | 500,000   | 250,000   | 1,000,000 | 1,000,000 | 2,750,000  |
| River Interpretive Signs                               | 317    | 25,000     |           |           |           |           |           | 25,000     |
| Trail System connectivity (EDAB)                       | 317    |            | 500,000   | 50,000    | 250,000   | 1,000,000 |           | 1,800,000  |
| Trails Planning and Repair                             | 317    |            |           | 30,000    |           |           | 30,000    | 60,000     |
| 179th/147th Signal                                     | 318    | \$ 33,761  | 122,401   |           | 782,353   |           |           | 938,515    |
| ADA Transition Plan                                    | 318    | 100,000    | 153,154   | 160,812   | 168,852   | 177,295   | 108,594   | 868,707    |
| Annual Road Maintenance                                | 318    | 1,303,486  | 1,368,660 | 1,437,094 | 1,508,948 | 1,584,397 | 1,663,616 | 8,866,201  |
| Annual Sidewalk Development (EDAB)                     | 318    |            | 300,000   | 300,000   | 300,000   |           |           | 900,000    |
| Annual Sidewalk Improvements                           | 318    | 180,900    |           | 40,203    | 534,899   | 561,644   | 589,726   | 1,907,372  |
| Chain Lake Road Phase IIA multi-purpose                | 318    | 2,286,100  |           |           |           |           |           | 2,286,100  |
| Chain Lake Road Phase IIB                              | 318    |            | 382,884   | 2,680,191 | 4,924,851 |           |           | 7,987,926  |
| North Madison  | 318    | 207,343    |           |           |           |           |           | 207,343    |
| Oak St. - Woods Creek to Old Owen                      | 318    |            |           |           |           |           |           |            |
| Railroad Crossing/Tracks                               | 318    |            | 500,000   | 350,000   | 5,000,000 |           |           | 5,850,000  |
| Train Noise Reduction Area                             | 318    | 117,240    | 535,203   | 549,439   | 576,911   | 849,537   | 767,907   | 3,396,237  |
| Underground overhead utilities (EDAB)                  | 318    |            |           | 20,000    | 100,000   | 300,000   | 300,000   | 720,000    |
| US Hwy 2 Non-Motorized Shared Path                     | 318    | \$ 50,000  |           |           |           |           |           | 50,000     |
| Wayfinding - South GatewaySR203                        | 318    | \$ 78,400  |           |           |           |           |           | 78,400     |
| Wayfinding - Western Gateway Sign                      | 318    | \$ 136,600 |           |           |           |           |           | 136,600    |
| Municipal Campus Ph I - Design of Court/Council/Entra  | 330    |            | 120,000   | 0         | 0         | 0         | 0         | 120,000    |
| Municipal Campus Ph II - Design & CN/CM of Court/C     | 330    |            | 2,580,000 | 2,580,000 | 0         | 0         | 0         | 5,160,000  |
| Municipal Campus Ph III - Design of Police Station Sec | 330    |            | 0         | 0         | 800,000   | 500,000   | 0         | 1,300,000  |
| Municipal Campus PH IV - Design & CN/CM Police St      | 330    |            | 0         | 0         | 0         | 0         | 0         | 0          |
| Municipal Campus PH IV - CN/CM Police Station Sect     | 330    |            | 0         | 0         | 0         | 5,290,000 | 5,290,000 | 10,580,000 |
| Community Messaging & Information Office               | 330    | \$ 25,000  |           |           |           |           |           | 25,000     |

**CITY OF MONROE 2022-2027 TRANSPORTATION IMPROVEMENT PLAN**

| Priority | PROJECT |  | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | Total | City Funds | Other Funds |
|----------|---------|--|------|------|------|------|------|------|-------|------------|-------------|
|----------|---------|--|------|------|------|------|------|------|-------|------------|-------------|

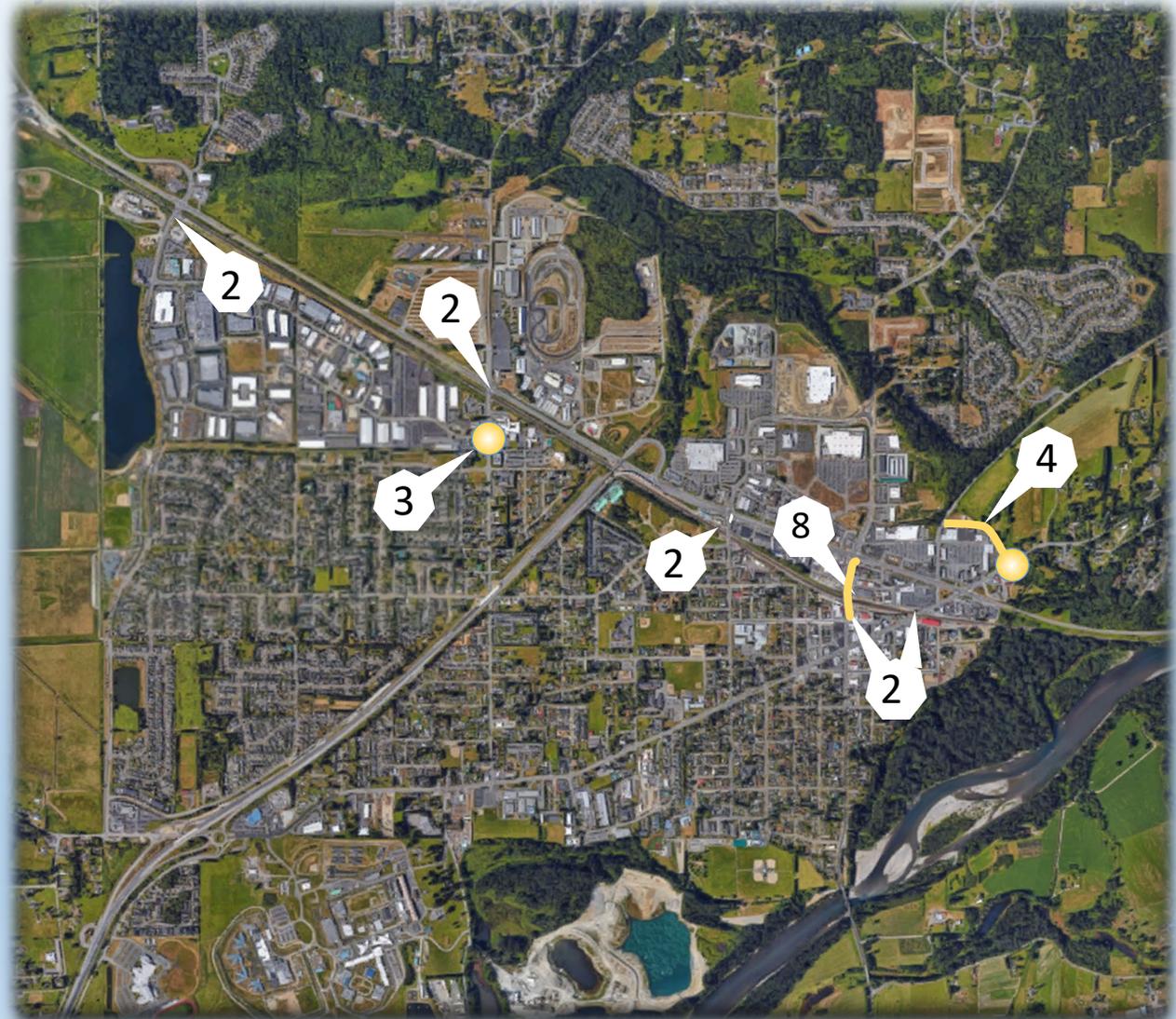
|  |  |  |                  |                  |                   |                  |                  |                  |                   |  |  |
|--|--|--|------------------|------------------|-------------------|------------------|------------------|------------------|-------------------|--|--|
|  |  |  | <b>3,362,302</b> | <b>5,537,739</b> | <b>13,896,814</b> | <b>3,472,873</b> | <b>3,429,843</b> | <b>2,654,009</b> | <b>32,353,580</b> |  |  |
|--|--|--|------------------|------------------|-------------------|------------------|------------------|------------------|-------------------|--|--|

|   |   |        |           |           |           |           |           |           |           |          |                     |
|---|---|--------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|---------------------|
| 1 | Annual Road Maintenance (Transportation Benefit District) | design | 150,000   | 150,000   | 150,000   | 150,000   | 150,000   | 150,000   | 900,000   | 0        | TBD \$900,000       |
|   |   | R/W    |           |           |           |           |           |           |           | 0        |                     |
|   |   | Const. | 1,218,660 | 1,287,094 | 1,358,948 | 1,434,397 | 1,513,616 | 1,396,797 | 8,209,512 | 0        | TBD \$8,209,512     |
| 2 | Train Noise Reduction Area                                | design | 95,703    | 110,000   | 110,000   | 110,000   | 110,000   |           | 535,703   | Unfunded |                     |
|   |   | R/W    |           |           |           |           |           |           |           |          |                     |
|   |   | Const. | 439,500   | 439,439   | 466,911   | 739,537   | 657,907   | 390,000   | 3,133,294 | 0        | Fed Grant \$439,500 |
| 3 | 147th Signal  | design | 22,401    |           |           |           |           |           | 22,401    | 6,678    |                     |
|   |   | R/W    | 100,000   |           |           |           |           |           | 100,000   | Unfunded |                     |
|   |   | Const. |           |           | 782,353   |           |           |           | 782,353   | Unfunded | PSRC \$665,000      |
| 4 | Chain Lake Road Phase 2B                                  | design | 382,884   |           |           |           |           |           | 382,884   | Unfunded |                     |
|   |   | R/W    |           | 2,680,191 |           |           |           |           | 2,680,191 | Unfunded |                     |
|   |   | Const. |           |           | 4,924,851 |           |           |           | 4,924,851 | Unfunded |                     |
| 5 | Annual Sidewalk Improvements                              | design |           | 40,203    | 30,000    | 30,000    | 30,000    | 30,000    | 160,203   | Unfunded |                     |
|   |   | R/W    |           |           | 10,000    | 10,000    | 10,000    | 10,000    | 40,000    | Unfunded |                     |
|   |   | Const. |           |           | 494,899   | 521,644   | 549,726   | 577,212   | 2,143,481 | Unfunded |                     |
| 6 | Annual Sidewalk Development (EDAB)                        | design | 30,000    | 30,000    |           |           |           |           | 60,000    | Unfunded |                     |
|   |   | R/W    | 10,000    | 10,000    |           |           |           |           | 20,000    | Unfunded |                     |
|   |   | Const. | 260,000   | 260,000   | 300,000   |           |           |           | 820,000   | Unfunded |                     |
| 7 | Railroad Crossing/Tracks                                  | design | 500,000   | 350,000   | 5,000,000 |           |           |           | 5,850,000 | Unfunded |                     |
|   |   | R/W    |           |           |           |           |           |           |           | Unfunded |                     |
|   |   | Const. |           |           |           |           |           |           |           | Unfunded |                     |
| 8 | Underground Overhead Utilities (EDAB)                     | design |           | 20,000    | 20,000    | 50,000    |           |           | 90,000    | Unfunded |                     |
|   |   | R/W    |           |           |           |           |           |           |           | Unfunded |                     |
|   |   | Const. |           |           | 80,000    | 250,000   | 300,000   |           | 630,000   | Unfunded |                     |
| 9 | ADA Transition Plan                                       | design | 30,000    | 30,000    | 30,000    | 30,000    | 30,000    | 30,000    | 180,000   | Unfunded |                     |
|   |   | R/W    |           |           |           |           |           |           |           | 0        |                     |
|   |   | Const. | 123,154   | 130,812   | 138,852   | 147,295   | 78,594    | 70,000    | 688,707   | Unfunded |                     |

# 2022-2027 TIP / 2021-2026 CFP

## Street List & Locations

1. Annual Road Maintenance – Transportation Benefit District (citywide)
2. Train Noise Reduction Area
3. 147<sup>th</sup> Signal
4. Chain Lake Road Phase IIB
5. Annual Sidewalk Improvements (citywide)
6. Annual Sidewalk Development (EDAB) (citywide)
7. Railroad Crossing/Tracks
8. Underground Overhead Utilities (EDAB)
9. ADA Transition Plan (citywide)



# Questions?

Next Step

Adopt Resolution on February 23<sup>rd</sup>, 2021



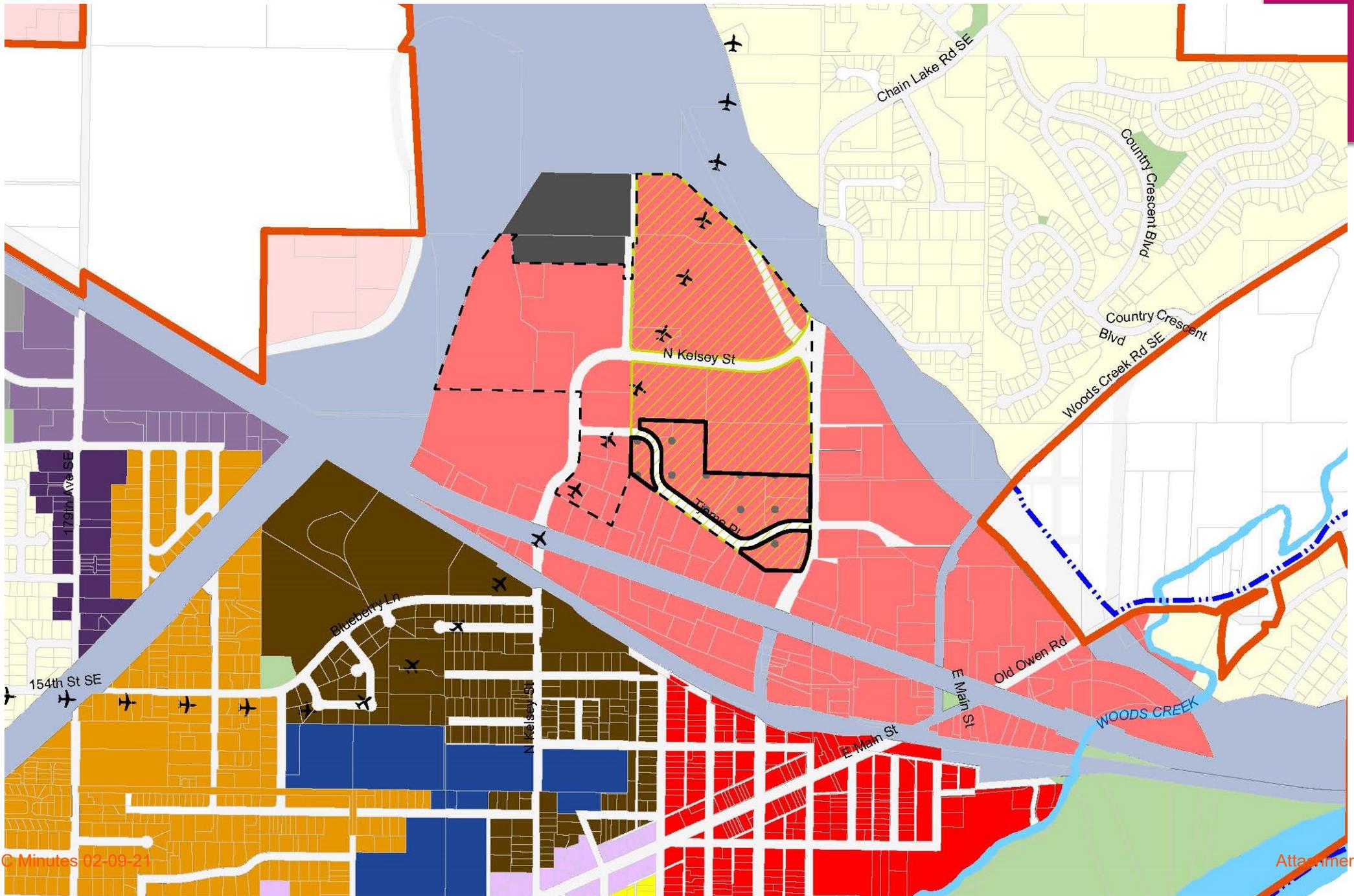
# North Kelsey Design Guidelines/Code Amendments

CITY OF MONROE  
CITY COUNCIL MEETING  
FEBRUARY 9, 2020 7:00 PM

# Introduction

- ▶ The North Kelsey Development Plan Design Guidelines are a regulatory tool
- ▶ Ensures that development is consistent with the goals and objectives of the North Kelsey Planning Area and the North Kelsey Planned Development Area
- ▶ First adopted in 2003
- ▶ Amended in 2007 and 2012





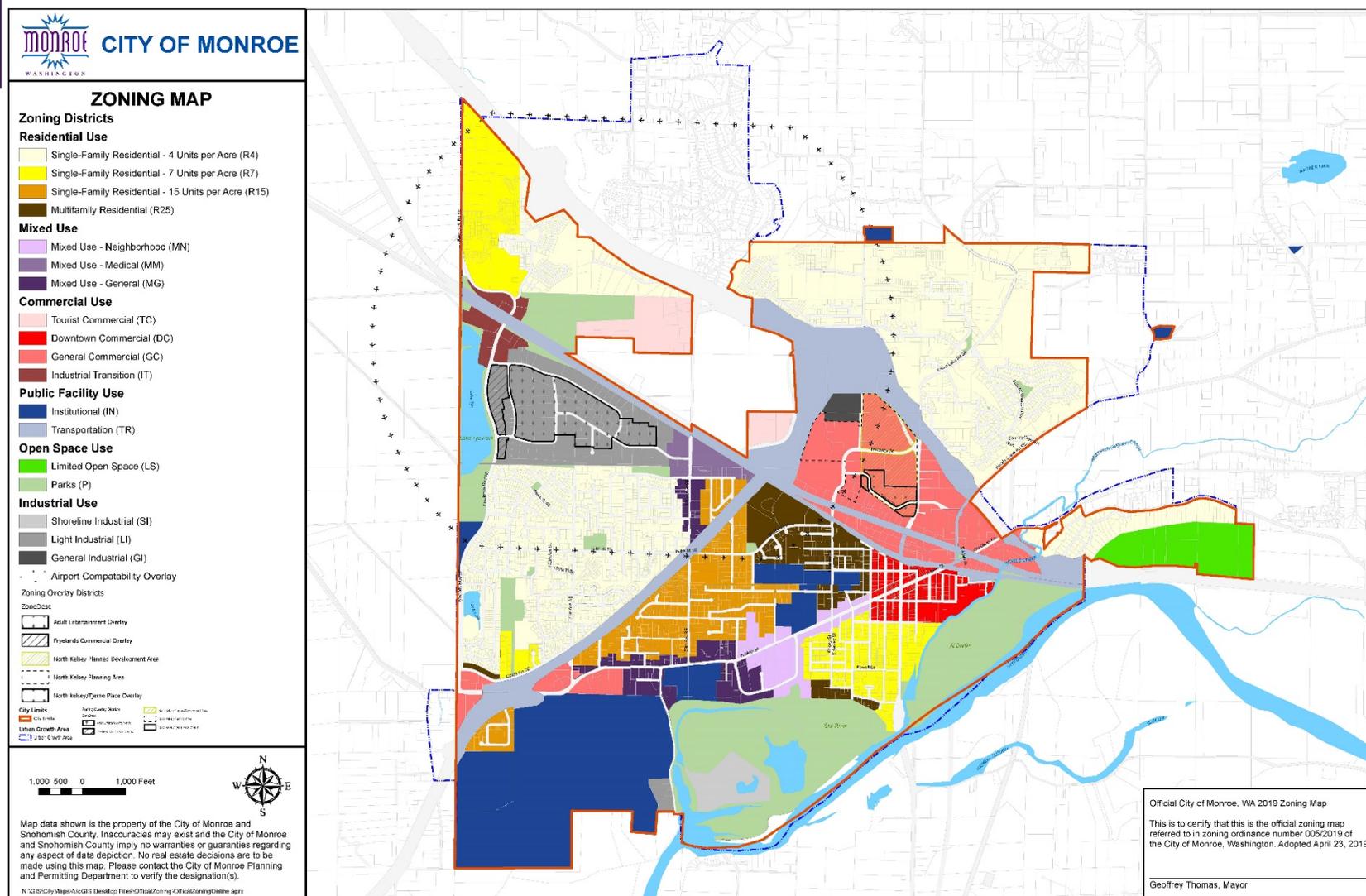
# Background

- ▶ Amendments to the guidelines are needed to address the changing circumstances of the city and for consistency with the current code
- ▶ Makers drafted the original and updated design guidelines
- ▶ ESA completed the environmental documents
- ▶ Discussed at PC on October 12<sup>th</sup> and November 9<sup>th</sup>
- ▶ Public Hearing on November 23<sup>rd</sup>
- ▶ PH continued to December 14<sup>th</sup>
- ▶ PC recommended approval to City Council on December 14<sup>th</sup>

# Code Changes

- ▶ Allowing stand-alone multifamily
- ▶ Updating code sections to reference the updated guidelines (2020)
- ▶ Permitted uses:
  - Child care centers
  - Emergency and Relief Services
  - Recreational Facilities, Indoor
  - Sports and Recreation Instruction, Indoor
  - Consumer Goods
  - Motor Vehicles
  - Boutique Gym
  - Home Improvement Centers
  - Retirement Housing and Assisted Living Facilities

# Map Amendment



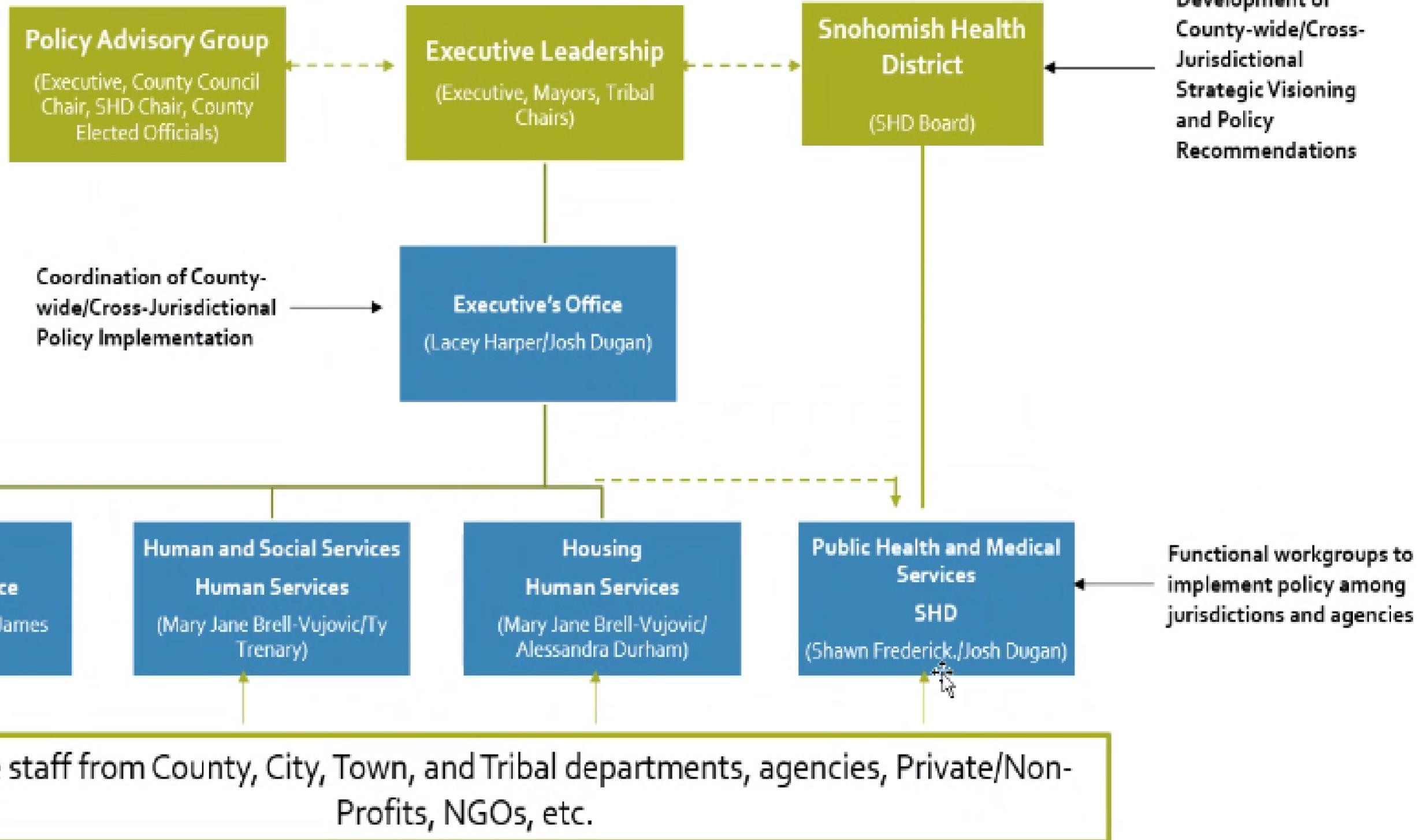
# Public Comments

- ▶ One agency comment received
- ▶ No SEPA appeals

# Recommended Action

- ▶ Move to accept as first reading Ordinance No. 001/2021, amending Monroe Municipal Code Chapters 22.14, 22.26, and 22.42, Zoning Map Amendment, and amending the North Kelsey Plan Design Guidelines; setting forth legislative findings; providing for severability; and establishing an effective date.

# Snohomish County COVID-19 Recovery Coordination



Development of County-wide/Cross-Jurisdictional Strategic Visioning and Policy Recommendations

Coordination of County-wide/Cross-Jurisdictional Policy Implementation

Functional workgroups to implement policy among jurisdictions and agencies

# MCC Minutes 02-09-2021

Final Audit Report

2021-02-25

|                 |  |
|-----------------|--|
| Created:        | 2021-02-24                                   |
| By:             | Becky Hasart (bhasart@monroewa.gov)          |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAA_8f7C8zVDCIXatt2_aG39nD6jliyPb_o |

## "MCC Minutes 02-09-2021" History

-  Document created by Becky Hasart (bhasart@monroewa.gov)  
2021-02-24 - 9:39:23 PM GMT- IP address: 206.208.65.234
-  Document emailed to Geoffrey Thomas (gthomas@monroewa.gov) for signature  
2021-02-24 - 9:39:46 PM GMT
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2021-02-25 - 1:11:03 AM GMT- IP address: 104.47.65.254
-  Document e-signed by Geoffrey Thomas (gthomas@monroewa.gov)  
Signature Date: 2021-02-25 - 1:11:13 AM GMT - Time Source: server- IP address: 73.239.188.223
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2021-02-25 - 1:11:17 AM GMT
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-  Document e-signed by Becky Hasart (bhasart@monroewa.gov)  
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-  Agreement completed.  
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