

CITY OF MONROE
ORDINANCE NO. 024/2025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROE, WASHINGTON, AMENDING CHAPTER 2.60 MMC EMERGENCY MANAGEMENT; RESTRUCTURING THE EXECUTIVE HEAD ORDER OF SUCCESSION DURING EMERGENCIES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 38.52 RCW, the City has adopted a comprehensive emergency management plan and has codified regulations addressing the same at Chapter 2.60 MMC, including without limitation an executive head order of succession during emergencies; and

WHEREAS, the City Council wishes to update the executive head order of succession in order to accurately reflect the current roles, responsibilities, and capacities of the referenced City officials, as well as the City's policy preferences;

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

Section 1. Amendment of MMC 2.60.060. Section 2.60.060 of the Monroe Municipal Code is hereby amended to provide in its entirety as follows:

2.60.060 Mayor – Succession

For the purposes of this chapter and when acting as the executive head for purposes of Chapter 38.52 RCW the order of succession shall be:

- A. Mayor; if absent, or unable to perform the duties, then;
- B. Mayor pro tem; if absent, or unable to perform the duties, then;
- C. City administrator; if absent, or unable to perform the duties, then;
- D. Emergency management director; if absent, or unable to perform the duties, then;
- E. Police chief; if absent, or unable to perform the duties, then;
- F. ~~City clerk~~ Public works director; if absent, or unable to perform the duties, then;

G. ~~Finance~~ Parks and recreation director; if absent, or unable to perform the duties, then;

H. ~~Public works~~ Community development director; if absent, or unable to perform the duties, then;

I. ~~Community development~~ Finance director; if absent, or unable to perform the duties, then;

J. ~~Parks and recreation~~ Human Resources director; if absent, or unable to perform the duties, then;

K. ~~Human resources director~~ City clerk.

Section 2. 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 3. 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 9th day of December, 2025.

First Reading: 12/02/2025
Adoption: 12/09/2025
Published: 12/12/2025
Effective: 12/17/2025

CITY OF MONROE, WASHINGTON:


[Geoffrey Thomas \(Dec 10, 2025 11:21:12 PST\)](#)

Geoffrey Thomas, Mayor

ATTEST:

APPROVED AS TO FORM:


[Jodi Wycoff \(Dec 10, 2025 13:22:52 PST\)](#)

Jodi Wycoff, City Clerk


[Zach Lell \(Dec 10, 2025 10:57:02 PST\)](#)

J. Zachary Lell, City Attorney

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Final Audit Report

2025-12-10

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