

Imagine

MONROE

Be a local leader and join a City of Monroe board, commission, or committee where you can:

- ✓ Share your talents and expertise.
- ✓ Work with others in a meaningful volunteer role.
- ✓ Gain insights into the inner workings of your city.
- ✓ Be involved and engaged with your city.
- ✓ Help the City support our diverse community.

The City of Monroe is supported by volunteer advisory boards most which make recommendations to the Mayor and City Council associated with their established responsibilities. Duties for these boards are established in Monroe Municipal Code (MMC) Title 4 or by council -adopted resolutions. Most members are appointed by the Mayor and confirmed by the City Council. Meeting agendas and minutes as well meeting logistics are posted to the City's website (MonroeWA.gov).



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How to Apply

Learn about an advisory board that you're most interested in, or feel is a good fit for you.

- ✓ Be sure that you are available for meetings and events.
- ✓ Attend a meeting to better understand issues and procedures.
- ✓ Complete the application form and submit it by the deadline.
- ✓ Qualified and eligible applicants are selected by the Mayor for an interview. In most cases, the Mayor appoints members and City Council confirms the appointments.

The City of Monroe is fortunate to have community members serve on its advisory boards, commissions, and committees. Because of the care they have about their neighborhood, business, and community, these volunteers provide great insight to the Mayor and the City Council through policy, priority, and budgetary recommendations.

To learn about the roles and responsibilities of Monroe's advisory boards and current vacancies:

- 🌐 MonroeWA.gov (Search: Boards)
- 📞 cityclerk@monroewa.gov
- ✉️ (360) 794-7400



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as a member of a city board, commission, or committee



Apply Today!
MonroeWa.gov

Board Positions

Civil Service Commission

Assures that Monroe police officers are recruited through open competition, are hired, and promoted on merit; oversees civil service examinations; and certifies eligibility lists. (MMC 4.20, RCW 41.12)

Eligibility: Must be a citizen of the United States, reside within Monroe city limits for at least three years and be a registered voter in Snohomish County.

Number of Members/Length of terms: 3 members appointed by the Mayor to serve a 6-year term (limit 2 full consecutive terms).

Meeting Schedule

3rd Monday/month | 4:30 p.m. | (Hybrid meeting)

Ethics Board

Issues advisory opinions on the provisions of the Monroe's (MMC 2.52) and Washington State's (RCW 42.23) Codes of Ethics, reviews and reports to City Council on any alleged violations by public officials or city employees and provides recommendations on amendments to the ethics ordinance as directed by the City Council. (MMC 4.30)

Eligibility: Must be a citizen of the United States, reside within Monroe city limits for at least one year before appointment, and shall not be a public official, city employee or immediate family of either.

Number of Members/Length of terms: 5 members appointed by the Mayor and confirmed by Council serve a 3-year term.

Meeting Schedule

Meets as needed. (Hybrid meeting)

Lodging Tax Advisory Committee

Reviews grant applications and makes recommendations to City Council regarding allocation of local lodging tax funds, considers proposed imposition, rate increase, repeal or change in use of lodging tax revenue. (MMC 4.40)

Eligibility: Two members of the hotel-motel industry that collect the lodging tax as required by RCW 67.28 and 2 members that represent activities that are funded by the lodging tax. The Mayor, or councilmember designated by the Mayor, is a member and serves as Chair.

Number of Members/Length of terms: 5 members appointed by the Council serve through June 30th of the year following appointment. A member's term shall not expire until the appointment of a new member is effective.

Meeting Schedule

Meets as needed. (Hybrid meeting)

Park Board

Advises City Council on the care, management, supervision, improvement, and budgeting for parks and recreation facilities and programs. Reviews the Parks, Recreation & Open Space Plan, review needs and locations of park sites, and advises the City Council on capital expenditure program for the Parks Department. (MMC 4.50)

Eligibility: Reside in Monroe city limits. Mayor may appoint, with City Council confirmation, one member who lives in city's urban growth boundary to fill a vacant position.

Number of Members/Length of terms: 7 members appointed by the Mayor and confirmed by Council serve 4-year terms.

Meeting Schedule

3rd Thursday/month | 7 p.m. | (Hybrid meeting)

Planning Commission

Reviews and makes recommendations to the City Council concerning zoning, land use, and revisions to the Comprehensive Plan. (MMC 4.60)

Eligibility: Reside in Monroe city limits. Mayor may appoint, with City Council confirmation, one member who lives in city's urban growth boundary to fill a vacant position.

Number of Members/Length of terms: 7 members appointed by the Mayor and confirmed by City Council serve 4-year terms.

Meeting Schedule

1st & 3rd Monday/month | 7 p.m. | (Hybrid meeting)

Salary Commission

Reviews and establishes the salaries of the Mayor and the Councilmembers. (MMC 4.70 and RCW 35.21.015)

Eligibility: Members may not be an officer, official, or employee of the City or an immediate family member of either.

Number of Members/Length of terms: 5 members appointed by the Mayor and confirmed by City Council serve 3-year terms. Two term limit (consecutive or otherwise).

Meeting Schedule

Meets as needed. (Hybrid meeting)

Law Enforcement Officers and Firefighters (LEOFF-1 Plan) Disability Board

Has jurisdiction over all claims for disability by members of the LEOFF-1 retirement plan employed by or retired from the City of Monroe. (MMC 4.80)

Eligibility: Two members of the City Council, to be appointed by the Mayor. Two active or retired law enforcement officers employed by or retired from the city, to be elected by the law enforcement officers employed by or retired from the city who are subject to the jurisdiction of the board. One member from the public at large who resides within the city, to be appointed by the other four members.

Number of Members/Length of terms: 5 members serve 2-year terms.

Meeting Schedule

1st Thursday/month | 8:30 a.m. | (Hybrid meeting)

Economic Development Advisory Board

Provides a communication link between the City and the business community, advises the City on implementation of the Economic Development Work Program, and advises the City on the business perspective on a range of policy issues such as capital planning, zoning amendments, and land use policy plans. (Resolution Nos. 2018-019 & 2022-013)

Eligibility: Members are to represent a cross section of Monroe's business community.

Number of Members/Length of terms: 7 members appointed by the Mayor and confirmed by City Council serve 4-year terms. Mayor and City Administrator serve as ex-officio members.

Meeting Schedule

2nd & 4th Thursday/ month | 8 a.m. | (Hybrid meeting)

Community Human Services Advisory Board

Makes nonbinding recommendations on how to support community members experiencing homelessness or at risk of homelessness, who are experiencing poverty or adversely impacted by a crisis. Advises Mayor and City Council on work program, policy issues and budget. (Resolution No. 2022-017 and 2024-009)

Eligibility: Members are to represent a cross section of local residents, businesses, faith communities, and service providers.

Number of Members/Length of terms: 7 members appointed by the Mayor and confirmed by City Council serve 4-year terms. Mayor, Police Chief and Human Services Coordinator serve as ex-officio members.

Meeting Schedule

1st Wednesday/month | 6 p.m. | (Hybrid meeting)