



**MONROE CITY COUNCIL**  
**Finance & Human Resources Committee Meeting**  
Tuesday, December 11, 2018, 5:30 P.M.  
City Hall, Passport Table

**2018 Committee**  
Councilmembers  
Jason Gamble  
Kevin Hanford  
Kirk Scarboro

# **AGENDA**

- I. Call to Order**
- II. Approval Minutes** (Meeting of Tuesday, November 13, 2018)
- III. Unfinished Business**
  - A. YMCA Contract/Survey (Administration)
- IV. New Business**
- V. Other**
- VI. Next Committee Meeting** (January 8, 2019)
- VII. Adjournment**



**MONROE CITY COUNCIL**  
**Finance & Human Resources Committee Meeting**  
Tuesday, November 13, 2018, 6 P.M.  
Monroe City Hall

**2018 Committee**  
Councilmembers  
Jason Gamble  
Kevin Hanford  
Kirk Scarboro

**MINUTES**

**I. Call to Order**

A regular meeting of the Monroe City Council Finance & Human Resource Committee was held on November 13, 2018, at Monroe City Hall. The Meeting was called to order at 6:08 p.m.

Committee Present: Councilmembers Kevin Hanford and Kirk Scarboro  
Staff Present: Becky Hasart, Finance Director; and Jakeh Roberts, Public Works Maintenance & Operations Manager  
Citizens Present: Heather Rousey, Planning Commissioner

**II. Approval Minutes** (Meeting of Tuesday, October 9, 2018)

Councilmember Scarboro moved to approve the Finance & Human Resources Committee Meeting minutes of Tuesday, October 9, 2018; the motion was seconded by Councilmember Hanford. Motion carried (2-0).

**III. Unfinished Business - NONE**

**IV. New Business**

A. Surplus Property Policy (Public Works/Finance)

Mr. Roberts and Ms. Hasart provided background information on the current surplus property policy codified in the Monroe Municipal Code (3.04.025), applicable Revised Code of Washington (RCW) and state constitution references, proposed repeal of code and replacement with an administrative policy, and current practices and procedures for surplus.

General discussion ensued throughout the presentation regarding the proposed policy, general provisions on sale/disposition of municipal property, threshold of value (five thousand dollars), common practices/policies of other municipalities, and next steps.

By consensus, the Committee recommended bring the ordinance repealing MMC 3.04.025 before the full Council for consideration at the November 27, 2018, Council Meeting.

**V. Next Committee Meeting** (December 11, 2018)

Discussion ensued regarding the December 11, 2018, Finance & Human Resource Committee meeting, to be held at 5:30 p.m., prior to the Boards and Commission's reception at 6:30 p.m.

## **VI. Adjournment**

Councilmember Scarboro moved to adjourn the November 13, 2018, Monroe City Council Finance & Human Resource Committee meeting; the motion was seconded by Councilmember Hanford. Motion carried (2-0); the meeting adjourned at 6:29 p.m.

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<b>SUBJECT:</b>	<b>YMCA Contract/Survey</b>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
10/16/2018	Parks & Rec. Administration	Deborah Knight Mike Farrell	Deborah Knight	<b>Unfinished Business A.</b>

**Discussion:** 10/09/2018; 12/11/2018

- Attachments:**
1. Survey Results
  2. Professional Services Agreement; Exhibits A & B

**REQUESTED ACTION:** Discuss the 2019 scope of work with Monroe Sky Valley Family YMCA and provide direction to the Mayor and City Staff.

**POLICY CONSIDERATION**

The City Council is responsible for approving contracts and scopes of work. The Finance Committee discussed the 2019 YMCA contract at its October 9, 2018 meeting. The committee requested a user survey to help inform the services that should be included in the 2019 contract with the YMCA. City staff met with Craig Chambers, the Monroe YMCA Director and developed a short 5 question survey (Attachment 1). Mayor Thomas and city staff are looking for council direction on the scope of services before negotiating a professional services agreement with the YMCA.

**DESCRIPTION/BACKGROUND**

During the 2018 budget development, the Sky Valley Family YMCA approached the City regarding a partnership to help provide recreational services to the residents of Monroe. The Monroe City Council approved a professional services agreement (PSA) with the YMCA. (Attachment 2).

Under the terms of the PSA the city pays the YMCA \$50 per person for a six month "pass". The pass entitles the holder to seven hours per week of swim time and discounted access to other YMCA programs as outlined in Exhibit A. Upon receipt of appropriate paperwork, the City has reimbursed the YMCA based on the number of passes issued during the six month period not to exceed \$25,000 per semi-annual basis.

Exhibit B of the PSA outlines the marketing efforts expected from both the City and the YMCA regarding this program.

The term of the PSA is for 2018 only. Under current City processes, future consideration would be addressed on a year to year basis as part of the budget process. \$50,000 is included in the 2019 Budget pending negotiation and approval of a professional services agreement.

**FISCAL IMPACTS**

The 2019 Mayor's Recommended Budget includes up to \$50,000 to fund a partnership with the YMCA in the Parks and Recreation operations budget.

**TIME CONSTRAINTS**

The PSA term is for January 1, 2018, through December 31, 2018. With council approval, a new PSA would be negotiated effective January 1, 2019.

**ALTERNATIVES**

- Extend the current PSA through December 31, 2019.
- Adjust the terms of the PSA. This alternative will require direction from the City Council.
- Decline to adopt a PSA for 2019.