



# MONROE CITY COUNCIL

Regular Study Session Meeting  
Tuesday, March 16, 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 7:00 p.m.

### ROLL CALL

Councilmembers present:

Rousey, Cudaback, Hanford (joined at 7:01 p.m., Davis, Gamble, and Rasmussen

Mayor Thomas noted the excused absence of Councilmember Scarboro. There was no objection from Council.

Staff present:

Knight, Hasart, Swanson, Feilberg, Jolley, Farrell, Peterson, Roberts, Criswell, Huebner, and Christian Consultant Trevor Justin, Strategies 360

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Rousey.

**PUBLIC COMMENTS** – there were no public comments

### STAFF/DEPARTMENT REPORTS

Mr. Feilberg provided an Emergency Management update to include the statistics provided in the packet. Mr. Feilberg informed Council that our economic development consultant Mr. Palmer is looking for twelve hospitality volunteers to assist on the hospitality task force. This task force will provide recommendations on how the City can assist our hospitality sector in recovering from COVID and in expanding its presence in the City. Councilmember Cudaback asked if there were statistics regarding the flu. Mr. Feilberg didn't have those statistics but would forward them to Council after the meeting.

### COUNCILMEMBER REPORTS

Councilmember Rasmussen expressed his appreciation that more kids are back in school and is looking forward to when all kids will be back.

Councilmember Gamble informed the Council about the Monroe Public Schools Foundation virtual auction this coming weekend. A live broadcast auction will occur on Saturday, March 20<sup>th</sup> at 7:00 p.m. Councilmember Gamble will be the auctioneer. Councilmember Gamble mentioned that Benson Boone, a Monroe resident, is a contestant on the current season of American Idol. Mr. Boone is selling T-shirt to "Swoon over Boone" and proceeds will benefit Monroe Schools scholarships.

Councilmember Cudaback mentioned that Mr. Gamble will be a great auctioneer. She is excited that Snohomish County is moving to Phase III on March 22<sup>nd</sup>. She too is appreciative about kids being back



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in school and expressed her appreciation that the Governor loosened up youth sports regulations so kids can get outdoors and be active. Councilmember Cudaback mentioned that Mr. Boone lives in her neighborhood and that he is a great person and she is excited he is on American Idol.

Councilmember Gamble thanked Councilmember Rousey for her donation of coffee and cinnamon rolls for the Monroe Public Schools Foundation auction.

### MAYOR/ADMINISTRATIVE REPORTS

City Administrator Update. Ms. Knight reviewed the extended agenda included in the packet materials. Councilmember Rasmussen informed the Council and staff he will be absent on April 6, 2021. Councilmember Cudaback mentioned she too may be absent on April 6, 2021. She will inform the Mayor and staff when her plans are finalized.

Mayor Thomas informed the Council he posted drone footage regarding Lake Tye All Weather Fields construction work. Mayor Thomas thanked the Council for their support of this project. Mayor Thomas informed Council about his meeting with Representative Southerland today. Discussion centered on the importance of finishing State Route 522. Representative Southerland understood the need and the Mayor will have staff provide the representative with information specific to SR522 as can be found in Senator Hobbs' and Representative Fey's transportation packages. There are more meetings scheduled for the upcoming week. Councilmember Rousey will be attending as Mayor Thomas will not be available for those meetings.

### DISCUSSION

- 8.1. PROS Plan Update – Community Questionnaire Summary – Mr. Farrell summarized the recent Community Questionnaire done as part of the Parks, Recreation, and Open Space (PROS) Plan update via PowerPoint (attachment 1).

Councilmember Cudaback noted that the response rate was great and this data will be helpful. Was great to see the support for parks. Councilmember Cudaback inquired if the questionnaire was available in Spanish. Mr. Farrell responded yes.

Councilmember Hanford stated this was great data that will be helpful in making decisions about parks. Was great to see the support for parks. Councilmember Hanford noted that he loves seeing all the construction occurring at Lake Tye. Mr. Farrell informed Council that drone footage (aerial view) of the Lake Tye construction may be found on the Parks page of the City's website.

- 8.2. Update to the Comprehensive Planning Process – Mr. Swanson provided information regarding the Countywide Planning Process (CPP) via PowerPoint (attachment 2) to include history, where we are now and where we are going. Mr. Swanson updated the Council on how the CPP relates to the City's Comprehensive Planning Process. Mr. Swanson discussed the City's two main objections to the countywide policies.



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- 8.3. Legislative Update March 2021 – Ms. Knight introduced the topic and provided a summary of the state legislative actions to date. Ms. Knight introduced Mr. Trevor Justin, Strategies 360, who provided additional details on legislative bills of interest to the City and provided information on next steps. Mr. Justin reviewed details of Senator Hobbs’ and Representative Fey’s transportation packages and mentioned the pending budget proposal release as next step in the legislative process.

Councilmember Cudaback inquired about the time horizon for the two transportation package proposals. Mr. Justin responded both were over 16 years.

Ms. Knight introduced House Bill (HB) 1054. Mr. Justin provided an update on amendments to this bill which include adjustments to use of K9, tear gas, and military vehicles. Mayor Thomas inquired if the legislature understands how these vehicles are used by local jurisdictions (defensive only and as safety shelter). Mr. Justin stated that yes, this message has been communicated to the legislature.

Ms. Knight provided an update on federal budget opportunities. Staff has provided capital requests to Senators Murray and Cantwell through their offices. Requests include funding for State Route 522, the Cadmen Park site, and Train Noise Reduction Crossing. Funding for City Hall was not included in the original list but will be included when our letter of request is transmitted to our federal delegation. Mayor Thomas and Ms. Knight ask if Council had objection to the letter as provided in the council packet. There was no objection from Council. Mayor Thomas emphasized it was important to include asks that are located within the City. The City has expended a lot of effort on regional issues (SR522) but our facilities are important also.

Councilmember Cudaback inquired if the Centennial Trail connection was considered among our federal requests. Ms. Knight indicated no. Centennial Trail would be a county project and Ms. Knight provided a history about this project and shared her concerns that this project may not be a priority for the county. Councilmember Cudaback shared that she felt the project was important regardless of how it gets done. Mayor Thomas thanked County Councilmember Low for his support on this project but shared that the County Executive chose not to spend the money on this project from the most recent county budget.

Ms. Knight informed Council that the City’s legislative efforts are a true team effort and thanked the City staff members that have been involved with our efforts this legislative session.

- 8.4. Imagine Monroe Update – Ms. Knight provided information on the Imagine Monroe project and timeline to date via PowerPoint (attachment 3). Discussion ensued about the use of the term “small town.” Mayor Thomas shared that “small town” meant different things to different members of the Sounding Board, of which some were negative. The Sounding Board agreed the positive concepts associated with what makes our town feel small need to be acknowledged but that the terminology is important. Mayor Thomas expressed his appreciation for the discussion and thanked Ms. Knight for the good job she did in sharing that discussion with the Council tonight.

Councilmember Cudaback appreciates the discussion around “small town” and can understand how this term can be viewed in two ways. Councilmember Cudaback thinks of Monroe as a great place to raise a family and that Monroe has all the services you need here in the community.

Ms. Knight emphasized the work around outreach strategies for the next steps in the Imagine Monroe efforts. Multiple outreach strategies are suggested to reach as many groups as possible. Staff is working with EnviroIssues to identify what outreach efforts are included in the base budget and what



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may be “bought in” with a budget amendment. This item will be brought back for Council’s consideration at the next Council business meeting. Mayor Thomas inquired about the use of QR codes. Ms. Knight responded that this is one of the strategies being considered.

Councilmember Hanford thanked Ms. Knight for the report and asked staff to pass on his thanks to the Sounding Board for their work on this project.

### ADJOURNMENT

There being no further business, Councilmember Gamble moved to adjourn the meeting. Councilmember Davis seconded. Motion passed 6-0.

**MEETING ADJOURNED:** 8:38 p.m.

  
Geoffrey Thomas (Mar 23, 2021 09:42 HST)

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Geoffrey Thomas, Mayor



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Rabecca R. Hasart, Interim City Clerk



## Online Questionnaire Summary

### Introduction

In August 2020, the City of Monroe began updating its Parks, Recreation & Open Space Plan to identify community priorities, funding options, tourism impacts, and recommendations to improve and enhance parks, recreation facilities, trails, programs, events, and related services.

As part of the planning process, an online survey was conducted from December 16, 2020 to January 19, 2021, inviting community members to provide input on the state of parks and recreation, current needs, funding priorities, and funding mechanisms. The input received will help shape the goals and strategies of the Plan, expected to be completed and adopted in January, 2022.

A link to the questionnaire was posted on the City's website and distributed via email, social media, press releases, School District information and other outreach methods. A total of 996 responses were received. Several questions allowed respondents to write in responses. Write-in responses will be included as an Appendix within the Plan.

The following slides are key takeaways from the survey results summary, which is included in your agenda packet.



## Key Takeaways

The Monroe Parks and Recreation Questionnaire provided some clear insights about community priorities and needs.

**Trails and Paths.** 51% of respondents indicated that *building more trails and paths* should be the top funding priority. While the community would like to see more trail connections, respondents also answered they were satisfied with their current ability to walk or bike to destinations.

**Key Connections.** Respondents thought a connection to the Centennial Trail (69%) was the most important connection for the City, with a "Riverwalk" trail (50%) and extension of the Snoqualmie Valley Trail (46%) as other top choices.

**System Satisfaction.** Overall respondents are highly satisfied with general park maintenance and with the variety of park opportunities. However, respondents are less satisfied with the current access to the Skykomish River. Respondents were satisfied with the mix/availability of special events and recreation programming, but there is a desire for more special events and activities that would bring people downtown.



**Play.** Respondents would like to see unique play features and challenge elements in more parks. Swimming and water play was an activity that respondents would like to see expanded.

**Specific Site Improvements.** Most respondents answered that they were very excited for Lake Tye and Cadman Site improvements as well as the idea of a linked riverfront.

**Top Funding Priorities:** Based on the percentage of respondents that selected priorities from a list of options, the City’s top five park funding priorities emerged (see figure below).

If the City had more money to invest in parks and recreation, which of the following should be our top priorities? Check your top 3.



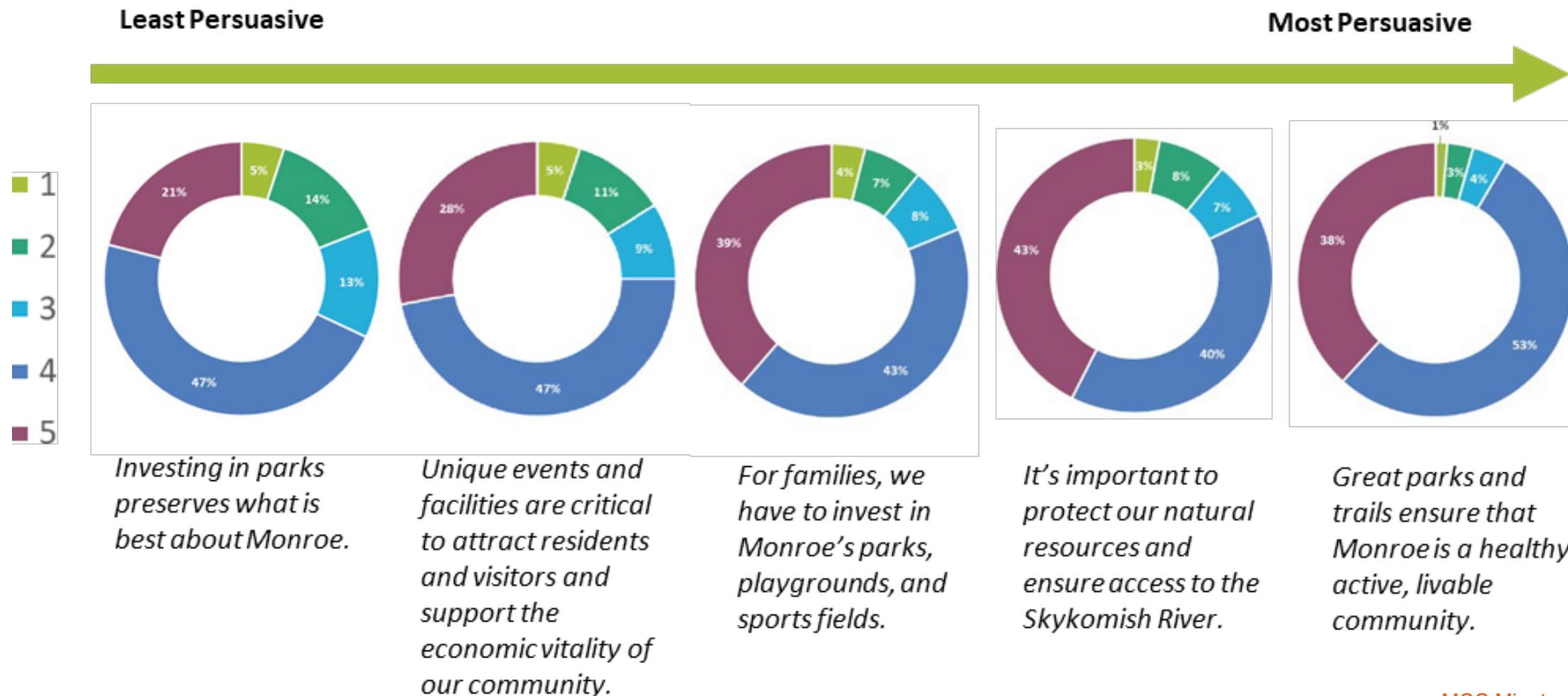


**Funding Mechanisms.** A little over half of respondents (52%) indicated that they would support a bond measure, and three quarters believe that parks funding should increase.

**Increasing Funding Support for Parks:** COVID-19 appears to have affected respondents' value of parks in the last year, with 52% saying it had increased somewhat or greatly.

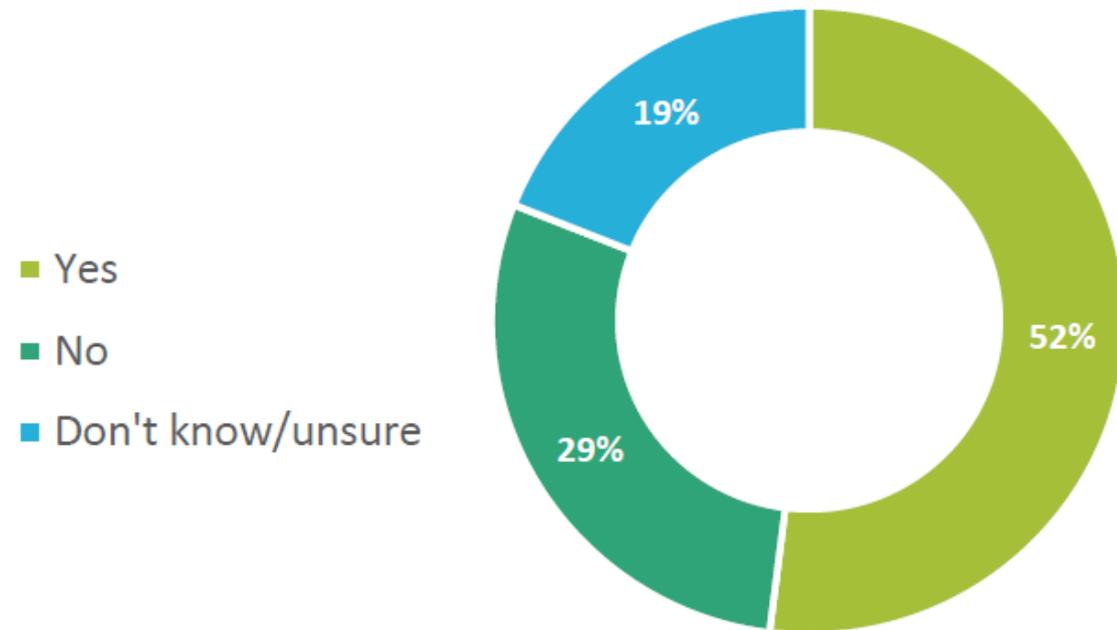
**Post COVID, should parks funding change?**  
 26% Increase greatly  
 50% Increase somewhat  
 20% Stay the same  
 3% Decrease

**Reasons to Increase Funding:** On a scale from 1 (Least Persuasive) to 5 (Most Persuasive), respondents rated reasons for continuing to invest in the future of Monroe's parks.



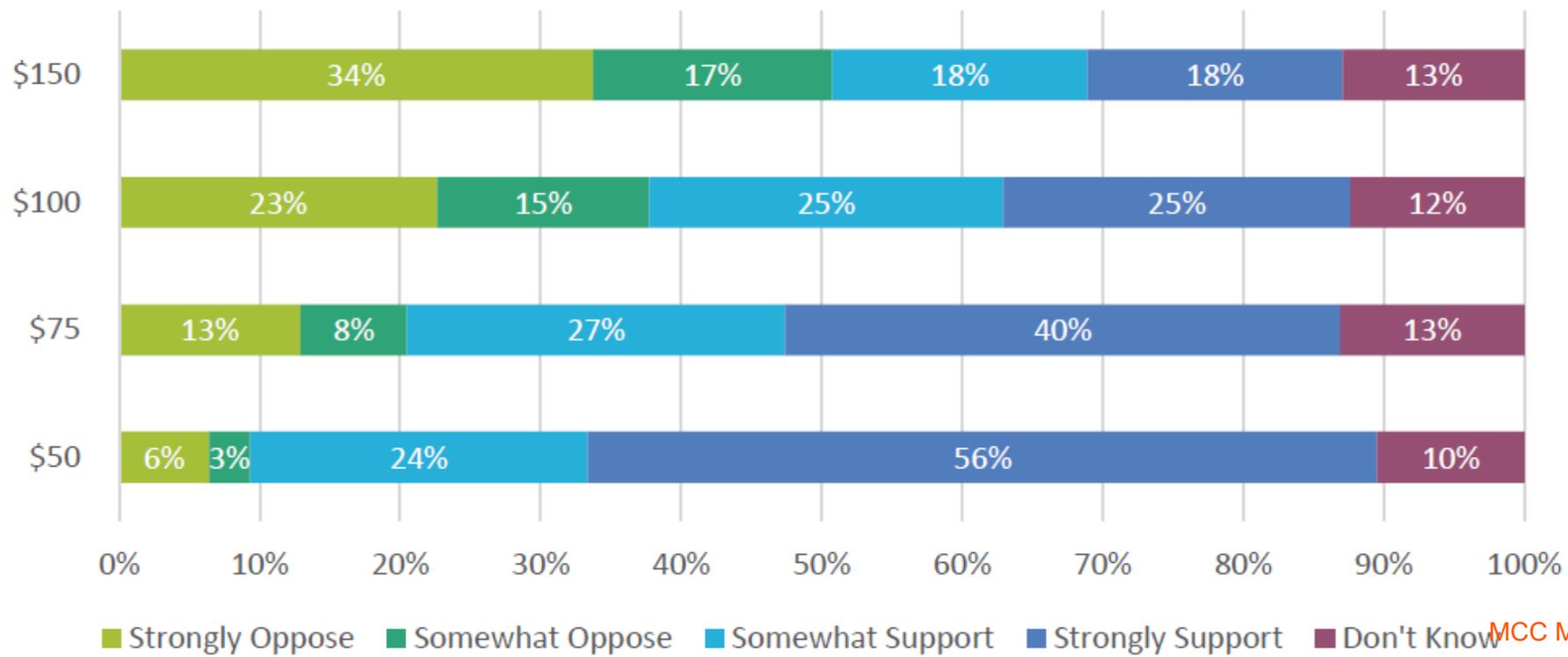
**Figure 18: Bond Measure Support**

Would you be willing to support a bond measure to improve the park system in the future?



**Figure 19: Support for Specific Measures**

Property Tax Increase Bond Measure



# COMPREHENSIVE PLAN - 2024

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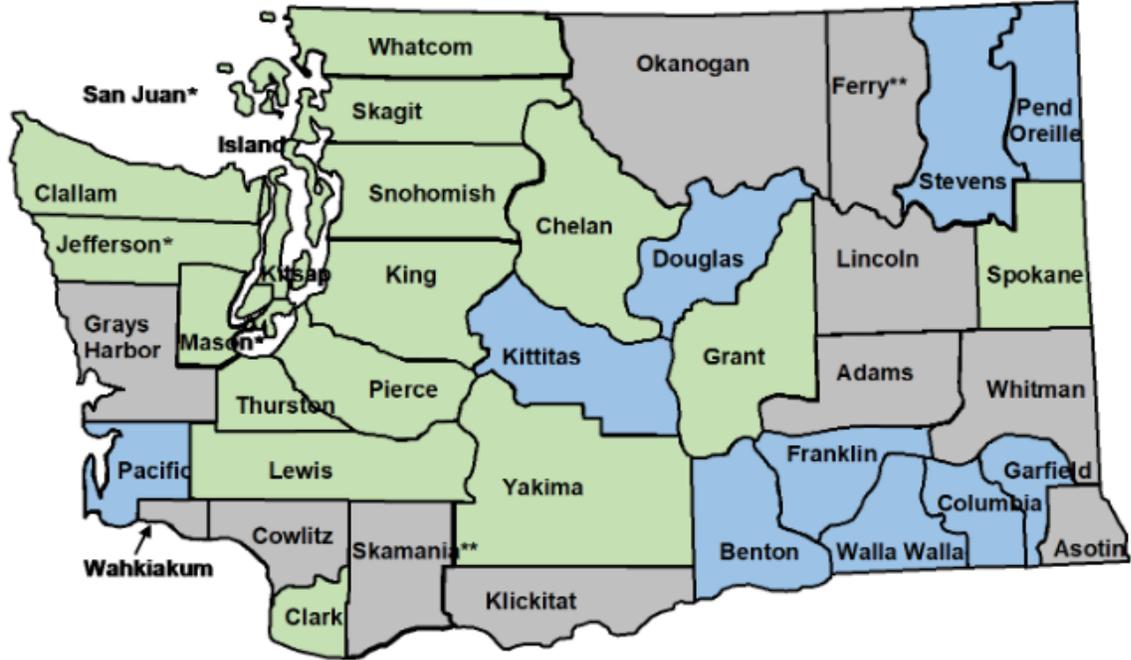
UPDATE TO THE COMPREHENSIVE PLANNING PROCESS

# GROWTH MANAGEMENT ACT

- Under RCW 36.70A.130, Snohomish County and its cities/towns are required to:
  - Plan for the succeeding 20-year population and employment growth forecast; and
  - Review and revise their comprehensive plans and development regulations to ensure the plan and regulations comply with the requirements of the GMA.
- Under the GMA, Snohomish, King, and Pierce Counties must complete their comprehensive plan update every 8 years (possibly 10 years).
- June 30, 2024 deadline

# WA STATE GROWTH MANAGEMENT ACT

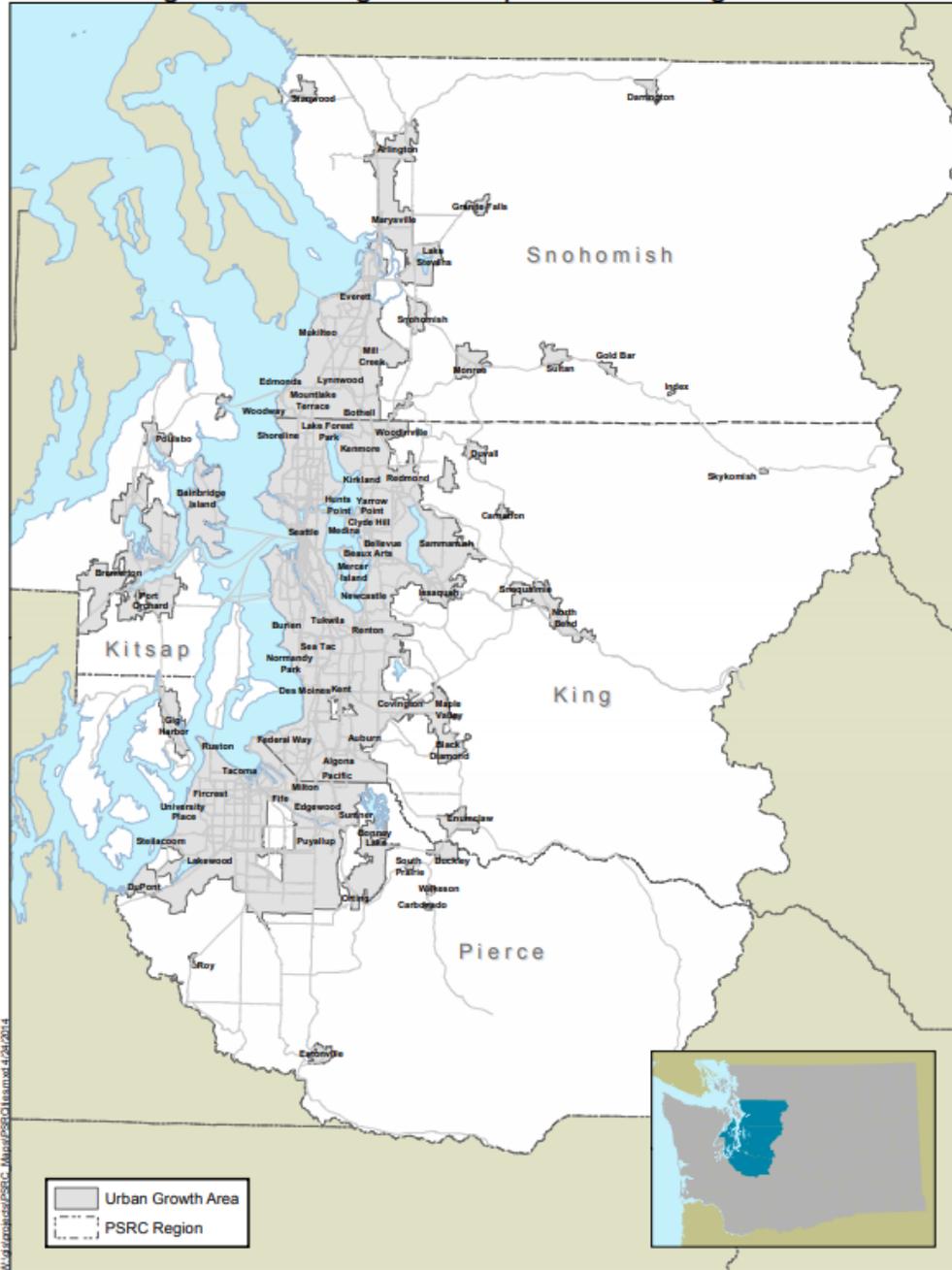

 Department of Commerce



|                                                                                                             |                                             |                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>18 Counties Required to Plan Fully</p> <p>* Did not exercise ability to Opt-Out of full GMA Planning</p> | <p>10 Counties "Opted-In" To Plan Fully</p> | <p>11 Counties Subject to Critical Areas and Natural Resource Lands Requirements Only</p> <p>** Exercised ability to Opt-Out of full GMA Planning</p> |
|-------------------------------------------------------------------------------------------------------------|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|

# PUGET SOUND REGIONAL COUNCIL - VISION 2050

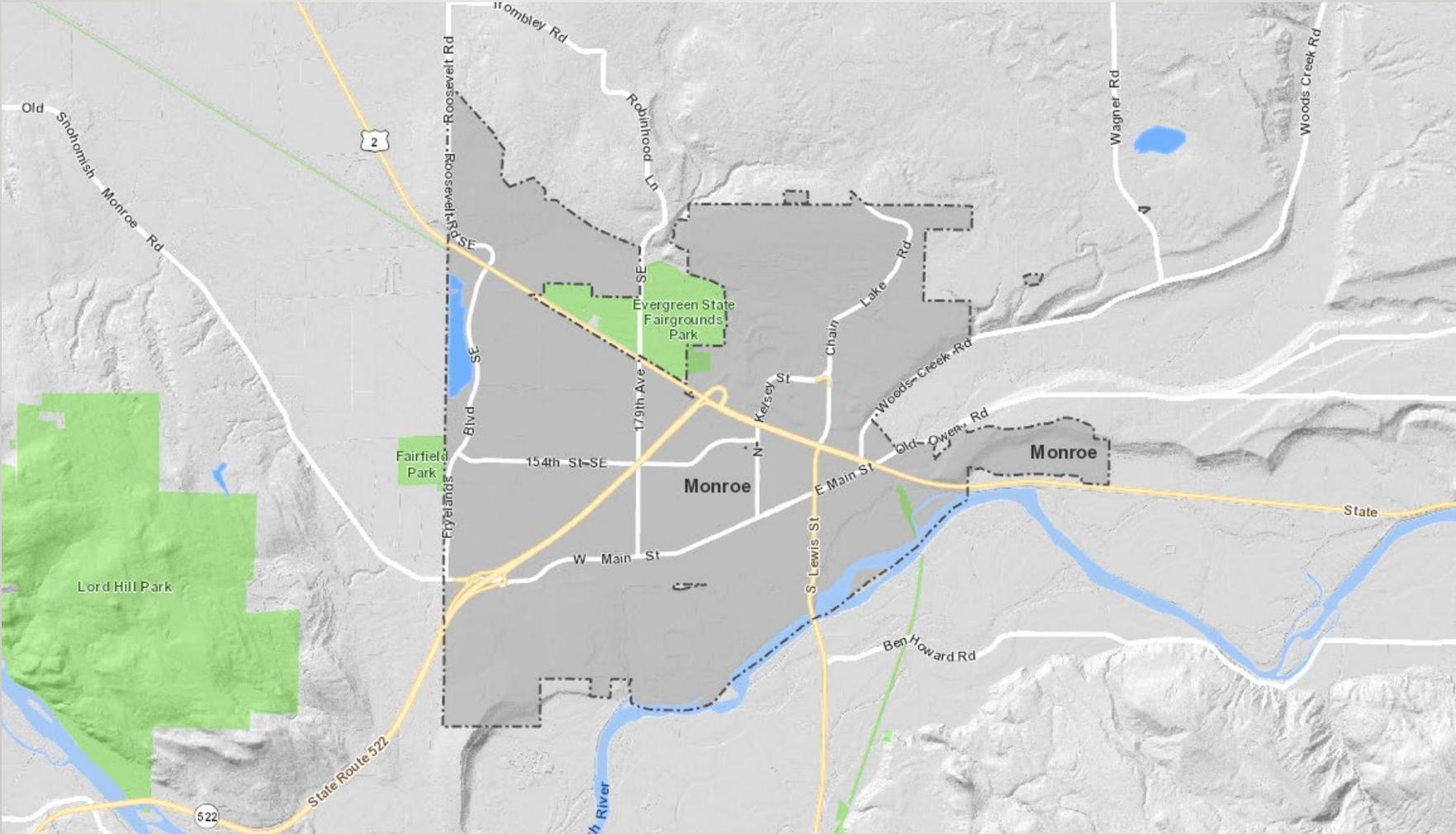
Central Puget Sound Region Metropolitan Planning Area



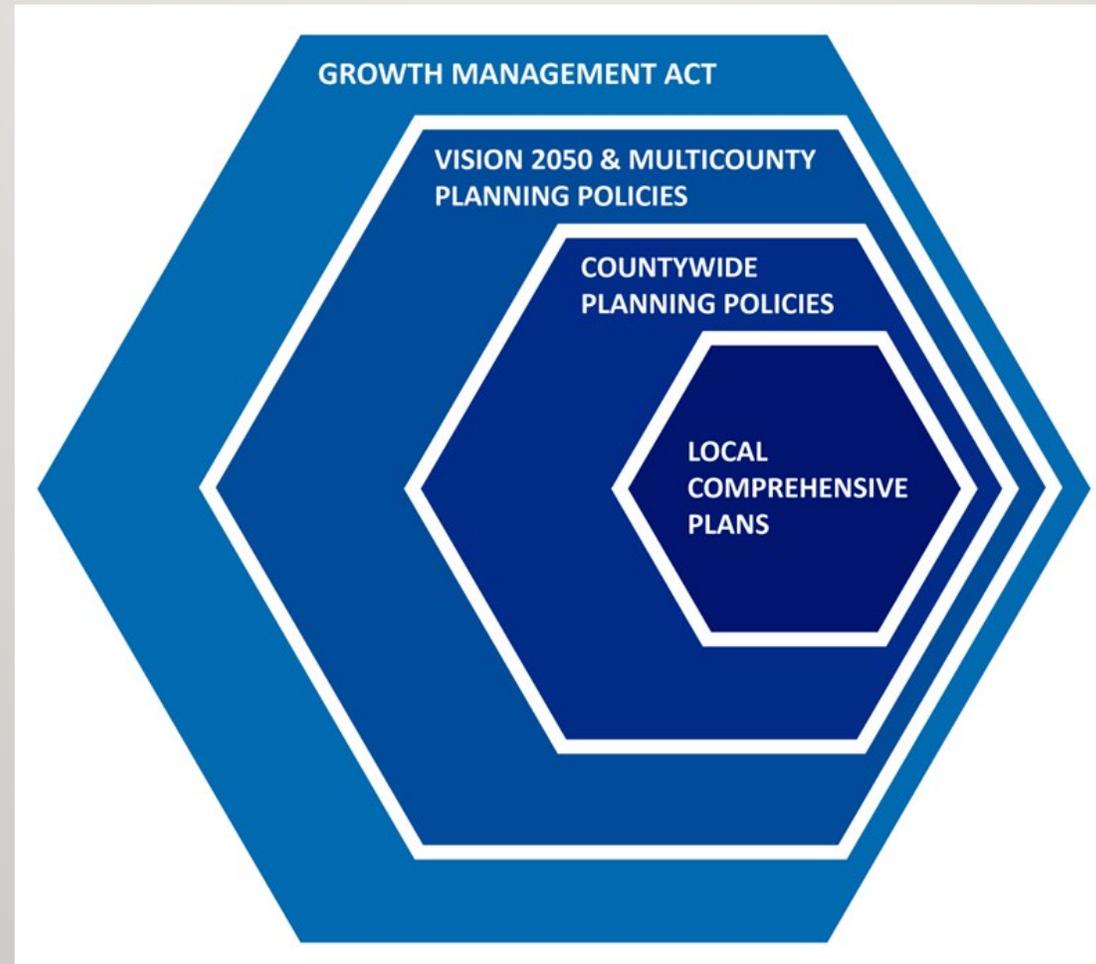
# SNOHOMISH COUNTYWIDE PLANNING POLICIES



# CITY OF MONROE COMPREHENSIVE PLAN



# GMA ORDER OF OPERATION



# TIMELINE

|   | Project/Task                                 | 2019  | 2020  | 2021  | 2022  | 2023      | 2024 |
|---|----------------------------------------------|-------|-------|-------|-------|-----------|------|
| 1 | PSRC Vision 2050                             | ————— |       |       |       |           |      |
| 2 | Snohomish County Buildable Lands             | ————— |       |       |       |           |      |
| 3 | Countywide Planning Policy Update            |       | ————— |       |       |           |      |
| 4 | 2020 Census/OFM Forecast                     |       |       | ————— |       |           |      |
| 5 | City’s Comprehensive Plan Update             |       |       |       | ————— |           |      |
| 6 | State Environmental Policy Act (SEPA) Review |       |       |       | ————— |           |      |
| 7 | Planning Commission Process                  |       |       |       |       | —————     |      |
| 8 | City Council Process                         |       |       |       |       | - - - - - |      |
| 9 | Public Participation                         |       |       |       | ————— |           |      |



# URGENT ISSUES



Affordable  
Housing



Salmon Habitat/  
Watershed  
Planning



Diversity/Equity  
/Inclusion



Air Quality

- 
- Questions

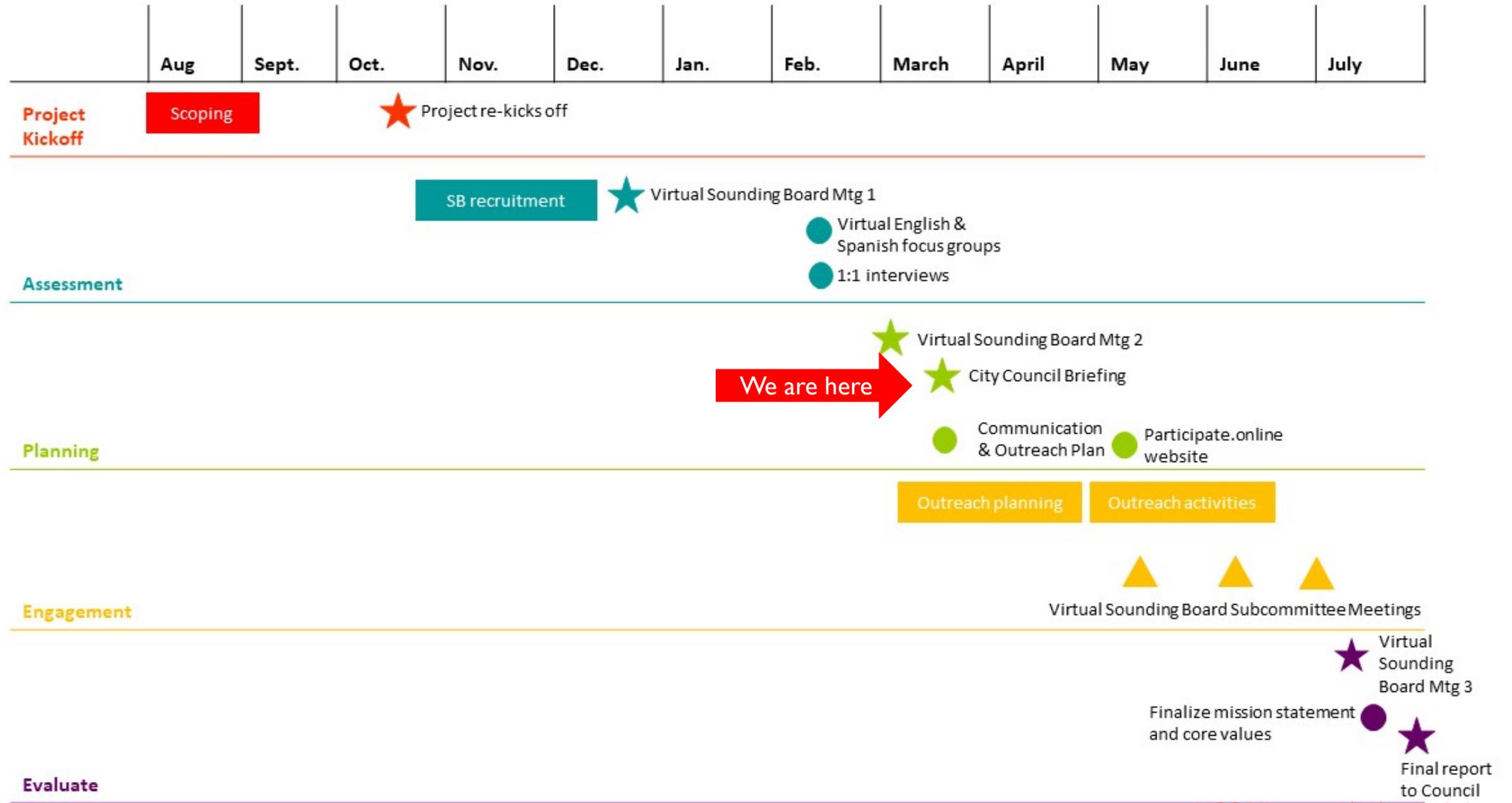


# CITY OF MONROE VISIONING PROCESS

## CITY COUNCIL UPDATE

TUESDAY, MARCH 16, 2021

# Imagine Monroe updated project schedule (3/8/21)



# MEETING SCHEDULE

| Phase      | Full Sounding Board | Subcommittee | Meeting topics                                                         |
|------------|---------------------|--------------|------------------------------------------------------------------------|
| Assessment | December 2020       | --           | Welcome, review charter, feedback on project name                      |
| Planning   | March 2021          | --           | Communication and outreach strategy                                    |
| Engagement | --                  | May 2021     | Outreach check-in                                                      |
| Engagement | --                  | June 2021    | Outreach check-in                                                      |
| Engagement | --                  | July 2021    | Outreach check-in                                                      |
| Evaluation | July 2021           | --           | Finalize mission statement, vision statement and core values documents |



# **VISION, MISSION, AND CORE VALUES DISCUSSION**

## ASSESSMENT PHASE KEY FINDINGS

- Monroe has transitioned from a smaller center surrounded by mostly agricultural land in the 1980's to a small center surrounded by mostly commercial areas in 2020.
- Construction of SR522 in 1972 and the two-lane expressway on US 2 east of Snohomish in 1983 brought a lot more traffic into the area.
- As more businesses were built along US 2 investment in businesses downtown was reduced and fewer people were incentivized to go there.
- Since the last vision statement was adopted in 2015:
  - Economic downturn prevented some of the ideas discussed during the last comprehensive planning process from being implemented
  - Despite the downturn the City was able to implement critical infrastructure projects that helped improve historic downtown Monroe

# ASSESSMENT PHASE KEY FINDINGS

## Current challenges

- Traffic on US 2 and SR 522
- Need to improve the walkability of some key locations
- Safety and noise concerns with 4th of July fireworks
- Support for small businesses who are struggling due to the COVID-19 pandemic
- More support for youth – Need for more in-person constructive activities
- Cost of living has been affordable but is increasing
- Increasing population of people without homes and safety concerns
- There's a need for a central place to find information about what's happening in the City

# ASSESSMENT PHASE KEY FINDINGS

## Why people like Monroe

- Affordable cost of living
- Location – proximity to other cities, community resources (e.g. grocery stores, jobs, good police department, etc.), access to natural resources (e.g. Mountains, riverfront, etc.)
- Friendly community
- Size – small relative to other cities in the area
- Good support for families (e.g. schools, supportive neighbors, etc.)

# ASSESSMENT PHASE KEY FINDINGS

## 2015 vision statement feedback

- Focus group members liked phrases like: Walkability, small town, improving 522, improving navigation, wayfinding, diversifying small businesses, welcoming place to live
- Concern with language about:
  - Monroe as a community transitioning from a “small rural town” to a “city of regional significance” – want to maintain the City’s small-town feel
  - Using the Skykomish river for recreation, economic and tourist opportunities – area needs to be cleaned up before it can be used
- Felt the vision statement was too lengthy
- Desire to see more language directed towards the support of youth and incentivizing more volunteering in the community

## DISCUSSION

- Like the vision to keep characteristics of a “small town” as the north star for statements
- Small town identity is part of core values – Can Monroe be a small town and City of regional significance at the same time – described small town characterized by tight relationships and programs that support youth
- “Small town” has different meanings for different groups. Language should be welcoming to all demographics
- Vision statement should focus on Monroe’s identity – what Monroe wants to be
- Keep vision statement short and succinct, understandable, inclusive, focused, and memorable
- Statements should highlight the need to hear and respect everyone’s voices, responsiveness of city government to the needs of organizations and the community

# POTENTIAL PUBLIC INVOLVEMENT ACTIVITIES

## Interactive activities

- Participate.online website (online open house) with online survey
- Pop-up events
- Community kits
- Virtual briefings with community groups
- Partnering with existing neighborhood groups and networks
- Social media campaign / ads
- Community art board
- Project email updates
- Articles in Mayor's weekly e-newsletter
- Project website updates
- Press releases

# POTENTIAL PUBLIC INVOLVEMENT ACTIVITIES

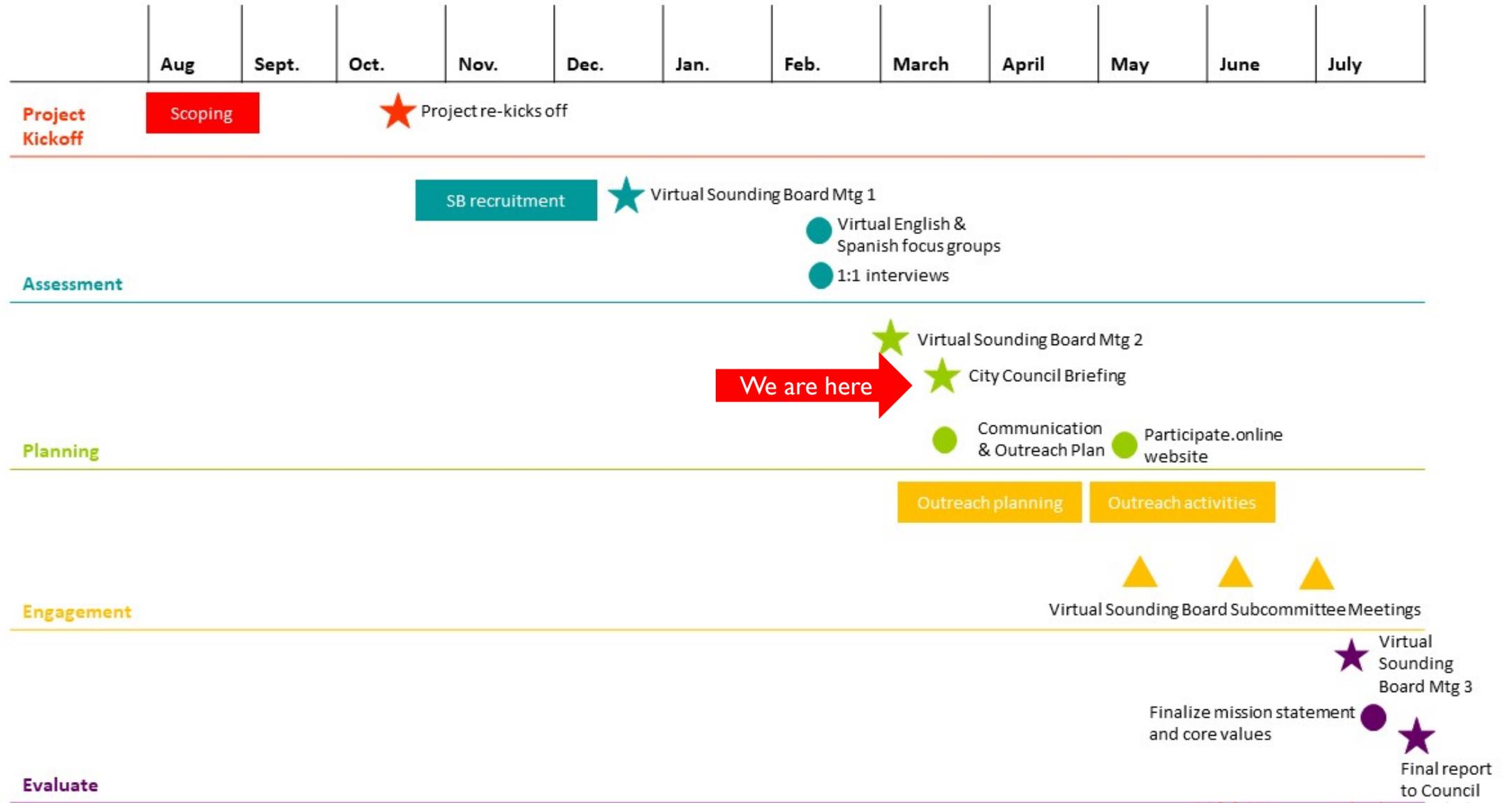
## Printed materials

- Direct mail postcard
- Print advertisements – Choose Monroe
- Informational Factsheet
- Paper survey
- Coloring Pages

# DISCUSSION

- Need to recognize resource limitations– what tools will give us the most “bang for the buck”
- Paper survey – Easier to fill out right when you receive it, put it back in the mail
- Community kits – very versatile and useful for sharing with organizations (Boys & Girls club, YMCA, partnering with teachers)
- Pop-up events – Many opportunities to participate in existing community events to reach people where they are already going (Lake Tye events, Farmer’s Markets, Frylands events, Night Out Against Crime)
- Coloring pages – Getting youth in Monroe involved will get their parents involved
- List of survey questions that could connect with people and ask them directly – important to make connections through phone calls/in-person
- Web materials/social media – Better for high-school aged youth/Korean families

# Imagine Monroe updated project schedule (3/8/21)



# MCC Minutes 03-16-2021

Final Audit Report

2021-03-29

|                 |                                                |
|-----------------|------------------------------------------------|
| Created:        | 2021-03-24                                     |
| By:             | Becky Hasart (bhasart@monroewa.gov)            |
| Status:         | Signed                                         |
| Transaction ID: | CBJCHBCAABAACKJ5Zm9p4806ilzeczMs8AbjUJ_LT_ZHjC |

## "MCC Minutes 03-16-2021" History

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