



*Chamber Membership Handbook  
and Resource Guide*

# ABOUT OUR ORGANIZATION

## WHO WE ARE

The Monroe Chamber is the premier member-driven business league in the City of Monroe. The Monroe Chamber works on behalf of local businesses and the community to develop partnerships; support prosperous conditions for business and facilitate growth needed for a stable tax base in Monroe

## OUR MISSION

To lead our community with our members in mind to ensure their diverse opinions and needs are met, in order to cultivate a culture of trust, long-term community growth and business development.

## HOW WE OPERATE

The Monroe Chamber is **not** a division of the U.S. or State Chamber or a part the city, county or state government.

We are a 501(c)6, volunteer organization, owned by the membership, governed by a board and executive committee, managed by paid staff and accountable to the membership.

The Monroe Chamber is governed by a volunteer board of directors. They are responsible for our financial accountability and policy. The Chamber exists to make Monroe a better place to live, work and play and is always striving to create value for our membership and helping your business grow.

# Board of Directors

## President

Mike Buse  
*Genesis HVAC & R*  
*Mr. Dizzy Motorsports*

**Adam Hoffman**

*Adam's NW Bistro and Brewery*

**Ernst ter Horst**

*Mr. Dizzy*

## Secretary

Lisa Caldwell  
*Brookdale*

**Delma Silva**

*Re/Max Legacy*

**Kathleen Sather**

*Kathleen's Day Spa*

## Treasurer

Pam Baker  
*City of Monroe*

**Lisa LaPlante**

*EvergreenHealth Monroe*

**Adrian Taylor**

*Ben Franklin*

The Board of Directors can be reached via email at [Board@ChooseMonroe.com](mailto:Board@ChooseMonroe.com).  
If you would like to address a certain board member please put their name in the Subject line.

# AMBASSADORS

**Kathleen Sather**

*Kathleen's Day Spa*

**Patty Glenn**

*Wellbeing Center for Health*

**Terhi Telsavaara**

*Wellbeing Center for Health*

**Toni Webster**

*Pharm-A-Save*

**Stephanie House**

*SERVPRO of North Everett/Lake Stevens/Monroe and SERVPRO of South Everett*

**Cara Fleming**

*Cara's Interiors*

**Delma Silva**

*Re/Max Legacy*

**Tania Price**

*Monroe YMCA*

**Sue Graafstra**

*Pharm-A-Save*

The Ambassadors can be reached via email at [Ambassadors@ChooseMonroe.com](mailto:Ambassadors@ChooseMonroe.com).  
If you would like to address a certain Ambassador please put their name in the Subject line.

# ANNUAL EVENTS

## **Community Awards Ceremony**

Held in April, deadline to apply to give out an award is in March, the Annual Community Awards Ceremony celebrates the Chamber's previous year's accomplishments, conducts award presentations and provides members a place to also award and recognize their staff, volunteers and members. The evening includes light refreshments and snacks, networking and award presentations.

## **Light Up Monroe**

Thanks to the support and generosity spearheaded by Windermere Monroe, Light Up Monroe has grown into a small-block party style event at Traveler's Park. LUM is a decades-old holiday tradition of community tree lighting and hometown celebration on the Sunday after Thanksgiving. The Chamber seeks community partners who share our desire for a quality, family-oriented holiday celebration to broaden the depth of meaning of this exciting time of year.

## **Corks and Kegs**

The Chamber partners with the Monroe YMCA and together we put on a local grown block party in the Fryelands. We crank up the music, gather some amazing local breweries, wineries, food trucks, and live music for one night of fun and entertainment. This is a major fundraiser for the Chamber and helps fund other great events and training opportunities for our membership.

## **ChiliBowl**

The Monroe ChiliBowl is "a 'toot'n good time! The ChiliBowl is held at the Monroe Community Senior Center and supports the Monroe Boys and Girls Club, Sky Valley Food Bank, the Monroe Chamber and the Monroe Community Senior Center. Guests are welcome to taste any of the chili for free, but highly encouraged to vote for their favorite chili. This is a great community event that encourages local businesses to engage with our community in a competitive, interactive but fun way!

## **Fair Days Parade and Market**

Monroe's favorite summer time tradition kicks off the Evergreen State Fair down the streets of Monroe on the last Saturday in August. Businesses have two opportunities to engage with over 9,000 local residents and guests. The Fair Days Parade is a great way to showcase your business down the streets of Monroe and the Fair Days Market is an opportunity to sell your wares. Registration for the Parade and Market opens Feb 15th.

## **Dessert Auction and Crab Feed**

Held in October, the Crab Feed is a fun, social event that is open to all. This event was a very popular social event that is being brought back in 2018. Enjoy a scrumptious meal of freshly cracked crab, salad, pasta, and french bread prepared by a local member! With a Silent Desert Auction, Crab Pot Bonanza, No Host Bar & much more!

**Anyone interested in being a Committee member should contact the Chamber Office at 360.794.5488 for more information.**

# MONTHLY EVENTS

## **Coffee and Connections (1<sup>st</sup> Friday of every other month)**

Have a cup of coffee and engage in a focused, effective networking event at a local coffee shop. This monthly meeting is designed to help members hone their connection skills and build an effective network to grow their business. This is an informal networking event that is held in a relaxed and comfortable atmosphere that begins with attendees giving a quick 30-second overview about their business.

## **Chamber Orientation (quarterly morning event)**

We encourage new Chamber members and those interested in learning more about the Chamber to attend one of our quarterly Chamber Orientation meetings. This is your opportunity to meet the Chamber staff, introduce your business, and familiarize yourself with the variety of benefits we offer and get connected!

## **Super Saturday (1<sup>st</sup> Saturday of each month)**

Members of the Monroe Chamber of Commerce can participate in a Super Saturday Sale on the 1<sup>st</sup> Saturday of every month from 10:00 a.m. to 3:00 p.m. Each business will offer a one-day special in honor of this event and stamp the Choose Monroe Passport to encourage shoppers to visit participating businesses.

## **Take Out Thursday (3<sup>rd</sup> Thursday of each month)**

On the 3<sup>rd</sup> Thursday of the month we will highlight one new restaurant member during lunch to promote getting take out from them Thursday night. Members are encouraged to join us the Wednesday before to film a video review.

## **Date Night (3<sup>rd</sup> Saturday of each month)**

On the 3<sup>rd</sup> Saturday of each month we will highlight local business members that would make a great Date Night location. Date Nights also fall on the same day that the YMCA hosts their kid's night. Parents will have a safe place to take their little ones while they go out and explore our amazing town.

## **New business and resident packages (mailed out the 3rd Friday of each month)**

The Chamber mails out informational packages to all new businesses and residents. They contain a welcome letter, advertising page, business cards and promotional material from Chamber members.

## **Chamber Luncheon (2nd Tuesday of each month)**

The Chamber's monthly General Membership Luncheon is an informal opportunity to network with fellow Chamber Members and to hear discussions on topics of interest to the business community. During these luncheons, we also recognize our milestone Member Anniversaries and welcome all New Members.

# COMMUNITY ENGAGEMENT OPPORTUNITIES

## **Business Directory**

Chamber members are guaranteed to be in the 2018 Business Directory releasing beginning of May and also get a discount on their ad. This will also be included in Relocation Packets and at networking events

## **Chamber Chatter**

The eNewsletter is released monthly to subscribers that include things to do, see and try in Monroe. Events highlighted are pulled from our website's Calendar of Events. Articles are always welcome from members. The due date to submit your events and articles is the last Thursday of each month.

## **Choose Monroe Visitor's Guide**

Published semi-annually, this guide is packed with valuable information about Monroe to assist residents, tourists and guests enjoy all that Monroe has to offer from shopping to dining to outdoor adventures.

## **Relocation Packet Program (RPP)**

This program allows Chamber members to include their valuable business information in the Relocation packet that is mailed to individuals and businesses looking to relocate to Monroe or have moved to Monroe. Various levels of participation are available allowing for different types of promotion material, from business cards to brochures.

## **Chamber Website**

The Chamber website is a resource of interactive information for our members including a member directory, community and Chamber calendars, Member to Member Discounts, job postings, and more. Put your business in the spotlight with a complimentary webpage on the Chamber's website. The site receives visits from users looking for products and services in Monroe.

## **Visitor Information Center**

The information display is the main feature in the VIC. Members are able to display their cards and brochures for free.

## **Special Event Information Table**

All Chamber members are allowed to provide business cards, brochures and other marketing material for our Special Event Information Table. We host an Informational Table at events like Music In The Park, special events at the Fairgrounds and county networking events.

# AFFILIATIONS AND PARTNERSHIPS

## The Chamber is affiliated with the following organizations and boards:

- **Economic Alliance Snohomish County.** EASC exists to be a catalyst for economic vitality resulting in stronger communities, increased job creation, expanded educational opportunities, and improved infrastructure within Snohomish County. We have joined forces with them to represent Monroe and to grow our professional base within the county.
- **Rotary Club of Monroe.** The Rotary Club of Monroe is a service organization that helps our city through service projects from fundraising for college scholarships for our local youth community to the creation of an all-weather field built to accommodate those with challenges to providing dinners at our local battered women's shelter to organizing our city's annual Night Out Against Crime. By being a member of this service organization the Chamber is able to give back to our community and help provide for the citizens our city.
- **Monroe Kiwanis Club.** Being a member of the Kiwanis club is a great way to be a leader and example for our youth community. Business leaders are great mentors and examples for middle school and high school Key Club Members. The Kiwanis is also a wonderful service organization that helps our local food bank, youth community and city.
- **Washington Nonprofits.** As the state association for all nonprofits, Washington Nonprofits makes sure nonprofits have what they need to succeed. Washington Nonprofits helps nonprofits learn what they need to know to achieve their mission. It increases their influence with policymakers and philanthropy so that they have a place at the table when decisions are made. It connects nonprofits to people and resources so that they can focus on getting the job done.
- **Downtown Monroe Association.** DMA's goal is to sustain and enhance the downtown experience in Monroe, WA. The Main Street Approach is a community-driven, comprehensive methodology used to revitalize older, traditional business districts throughout the United States.
- **City of Monroe Economic Development Advisory Board (Ad-hoc member).** The 11-member advisory board will figure out ways to implement ideas that are already a part of Monroe's Downtown Master Plan and Economic Development Plan, which is a standalone plan adopted into Monroe's 2015-2035 Comprehensive Plan. The city's driving document sets six overarching areas of focus for economic development.
- **Monroe Boys and Girls Club Advisory Board.** The Boys and Girls Club Advisory Board is a great way to stay connected and involved with the youth of our community. The Boys and Girls Club helps us stay connected and learn about different ways to market and promote our local business community to our residents.
- **Snohomish County Tourism Bureau.** The Chamber attends various Sky Valley tourism committee meetings such as the River Recreation Coalition. To address the needs of coordinated river recreation and alleviate pressures of a growing recreation population, a coalition formed in October 2015 to develop a concept plan to support well-managed, sustainable recreation. The coalition is comprised of over 25 entities representing federal, tribal, state, and local governments and agencies; businesses; civic groups; nonprofit organizations; and residents.

# CHAMBER COMMITTEES

## **AMBASSADORS**

Mission: To serve as the official diplomatic representatives of the Chamber of Commerce coordinating ground breakings, grand openings and other interactions between the Chamber, its membership and the public. To provide business professionals an opportunity to come together to network, share business leads and referrals with the intention of increasing business.

## **EDUCATION COMMITTEE**

Mission: To serve as the liaison between the business community and the Monroe education system.

## **GOVERNMENTAL AFFAIRS**

Mission: To monitor activities of local, state and federal governmental entities, specifically targeting issues affecting business and creating a working relationship between the Chamber and governmental leaders.

## **PUBLIC RELATIONS**

Mission: To provide consistent, appropriate communication about the Chamber, help build relationships between the Chamber and the public it serves, as well as work as the editorial board for the eNewsletter.

## **SPECIAL EVENTS**

Mission: To monitor the events the Chamber is involved with and ensure events and commitment align with the Chamber's Mission.

## **ECONOMIC DEVELOPMENT**

Mission: To shine a spotlight on members that help diversify Monroe's economy and acknowledge existing businesses in appreciation for their involvement in the community, and their contributions to economic development.

# MEMBER BENEFITS OVERVIEW

## **New Member Promotion**

New members are automatically promoted and welcomed at the Chamber Luncheon, the e-newsletter, and our social media and website.

## **Grand Openings and Ground Breakings**

Upon a members request the Chamber will coordinate member grand openings and ground breakings with our Ambassadors. The ribbon cutting photo is then pictured in the e-newsletter as well as the Chamber's social media and website.

## **Free Membership Directory Listing**

Members receive a free enhanced business listing in the printed Membership Directory and a webpage the Chamber's website.

## **Membership Referral Service**

The Chamber refers our members to callers, walk-ins and online information requests we receive each month.

## **Exposure and Networking Opportunities**

Attend our free monthly networking events - "Coffee & Connections", a morning event and "Business After Hours", an evening social hosted by fellow Chamber members. Members are also encouraged to participate in committees; a list can be found in your membership packet. Select as many as you feel you can comfortably attend; we suggest no more than two.

## **Meeting Space Availability for Members**

Members in good standing are able to reserve the Chamber's Boardroom at no charge during regular business hours. Call 360.794.5488 for more info and to reserve. The sales of goods or services in the Chamber boardroom is prohibited.

## **Submit Your Business News**

Members can submit business news such as new hires, job promotions, new programs, awards won and other accolades, to appear in the Chamber Chatter. Call 360.794.5488 for deadlines and details.

## **Spotlight Business and Featured Business**

The Monroe Chamber is proud to recognize and promote many of the local businesses and organizations that invest, partner and support us. Each week we will select a business to be a "Spotlight Business" and every month we select a Chamber Member to be our "Featured Business".

# MEMBERSHIP LEVELS OVERVIEW

## **Basic Membership**

The Monroe Chamber is your trusted, strategic business partner and voice in advocacy, creating resources and opportunities for member success, informed engagement and meaningful impact in our shared business community. As an independent organization, that receives very limited local grant funding; your membership dollars help support an informed business community, investing in the leaders of tomorrow and driving a prosperous economy.

## **Grow Membership**

Grow members receive even more exposure built into your annual membership. The Monroe Chamber's unique position in the region gives your business a marketing advantage. The Chamber offers cost savings and value-added services that can save your company money.

## **Connect Investor**

Sometimes the biggest challenge a business has is just getting the word out about what they do. The opportunities for you and your company to be recognized and acknowledged within the Monroe Chamber and community are abundant. Connect membership puts your business among a visible group of investors helping the chamber to invest more into our mission.

## **Influence Investor**

As an Influence member, you gain insight into the inner workings of our region through carefully-crafted programs that make the most of your time. Your Influence membership gives you and your team access to some of the most valuable programs and events in the region.

## **Lead Investor**

This is the premier level of membership in the Monroe Chamber of Commerce. Be recognized as a business leader and active contributor to the community. Your company profile will be included in the chamber's programs, advocacy and marketing. Be a member of the President Advisory Council, including your business peers who meet for lunch twice yearly to contribute insight and expertise advising chamber initiatives and priorities.

# CHAMBER BENEFITS CHECKLIST

Benefit Item	Basic	Grow	Connect	Influence	Lead
Business Listing in the Directory	X	X	X	X	X
Business Listing on Website in X number of Categories	X	3X	4X	5X	5X
Brochure space in Chamber Office	X	X	X	X	X
Discount through Constant Contact	X	X	X	X	X
Ribbon Cutting, Anniversary Celebration, Business After Hours, and Special Event Announcements	X	X	X	X	X
Membership business referrals	X	X	X	X	X
Member to Member Exclusives	X	X	X	X	X
Invite to Coffee and Connections	X	X	X	X	X
Invite to Chamber Orientation	X	X	X	X	X
Chamber membership sticker to display in your business	X	X	X	X	X
Invite to Business After Hours	X	X	X	X	X
Discount or free admission to training workshops hosted by Chamber throughout the year	X	X	X	X	X
Relocation Page Coupon (\$25 per quarter) (limited number of spaces available)	X	X	X	X	X

# CHAMBER BENEFITS CHECKLIST

Benefit Item	Grow	Connect	Influence	Lead
Prepaid tickets to the Chamber Luncheon	\$170 for 12	6	8	12
Chamber's Evergreen State Fair Booth on Aug 29-31 (shared space in 3 hr increments)	2X	3X	4X	5X
Google Business Listing review	X	X	X	X
Coupon postings on Chamber website	X	X	X	X
E-Blast Ad	1X	2X	4X	6X
Monthly Newsletter Ad	1X	1X	2X	4X
Rotating Ad at Chamber Luncheons (no registration required)	1X	3X	5X	11X
Social Media Assistance	X	X	X	X
Host a table at the Chamber Mega Mixer (limited tables)	X	X	Priority Registration	Priority Registration
Business card can be added to Relocation Packages (Investors can add flyers depending on weight of total package)	Up to 100	Up to 200	Up to 400	unlimited
Investor Spotlight (you tell us what month) Video interview blasted online and at Chamber Luncheon		1X	1X	1X
Business logo on Calendar of Events (linked to your website)		2X	3X	All year
Monthly Recognition in Chamber Chatter (community e-newsletter)		X	X	X
Facebook and Twitter posting on Chamber business page by request and special promotion of your events		3X	9X	12X
<b>For a complete list of all the Investor Level Benefits see Investor Benefits and Community Engagement Opportunities</b>		X	X	X

# CONTACT INFO AND WEBSITE INFO

## Monroe Chamber of Commerce and Visitor Information Center

**Physical Address:** 125 S. Lewis St, Monroe, Wa 98272

**Phone Number:** (360) 794-5488

**Email:** [office@monroewachamber.org](mailto:office@monroewachamber.org)

**Website:** [www.choosemonroe.com](http://www.choosemonroe.com)

**Facebook:** choosemonroe

**Twitter:** choosemonroewa

**Instagram:** choosemonroe

### Office Hours:

10 am to 4 pm Monday through Friday

Closed: from 10 am to 2 pm on the 2nd Tuesday of every month and all day on most major holidays

### General Chamber Membership Info

Date Joined: \_\_\_\_\_ Renewal month: \_\_\_\_\_

Membership Level: \_\_\_\_\_ Payment amount: \_\_\_\_\_

### Login info for [www.choosemonroe.com](http://www.choosemonroe.com)

User Name: \_\_\_\_\_ Password: \_\_\_\_\_

Checklist: ☐ Business Info ☐ Business Pictures ☐ Business Promotions ☐ Social Media Info ☐ Promo Video

### Login info for Membership Page (Wild Apricot software)

User Name: \_\_\_\_\_ Password: \_\_\_\_\_

Checklist: ☐ Business Info ☐ Business Pictures ☐ Member2Member Promotion ☐ Social Media Info

# HOW TO EDIT BUSINESS WEBPAGE LISTING

## HOW TO EDIT BUSINESS WEBPAGE LISTING

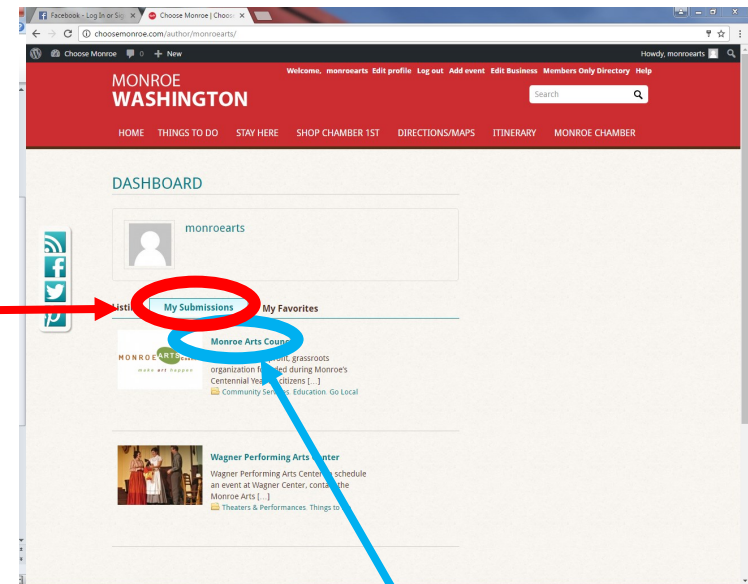
### (For Chamber Members)

Login: Check email for login name

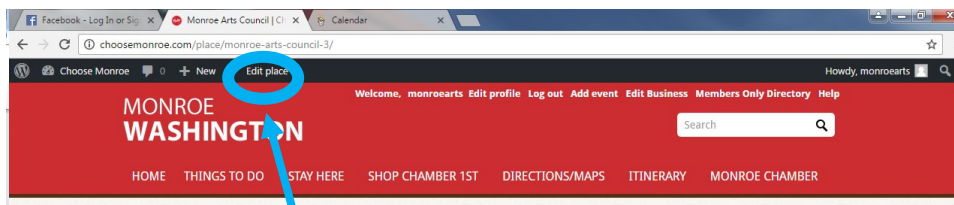
Password: TempUser123

If your opening screen does not look like this click on Your Login Name next to "Welcome".

Then click on "My Submissions" next to "My Favorites"



Click on the webpage you would like to edit.



Click on "Edit Place" or "Edit Page" or "Edit Listing" on the left corner of the page.

Now you are free to edit the listing, add videos, add pictures, add more details

# HOW TO EDIT BUSINESS DIRECTORY PROFILE

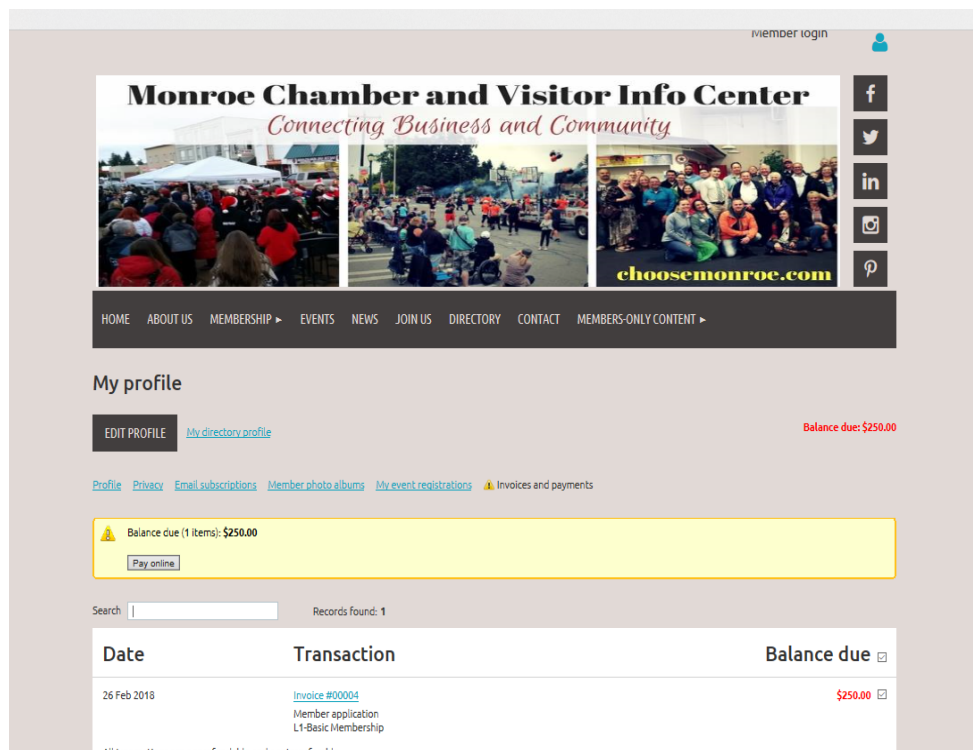
## HOW TO EDIT BUSINESS DIRECTORY PROFILE (For Chamber Members)

Website: [monroechamberofcommerce.wildapricot.org](http://monroechamberofcommerce.wildapricot.org)

Click on the "Member Login" blue icon in the right top corner

Enter your login information:

- Login: Check email for login name
- Password for first time users: TempUser123



member login

**Monroe Chamber and Visitor Info Center**  
*Connecting Business and Community*

choosemonroe.com

HOME ABOUT US MEMBERSHIP ► EVENTS NEWS JOIN US DIRECTORY CONTACT MEMBERS-ONLY CONTENT ►

**My profile**

EDIT PROFILE [My directory profile](#) Balance due: \$250.00

[Profile](#) [Privacy](#) [Email subscriptions](#) [Member photo albums](#) [My event registrations](#) [Invoices and payments](#)

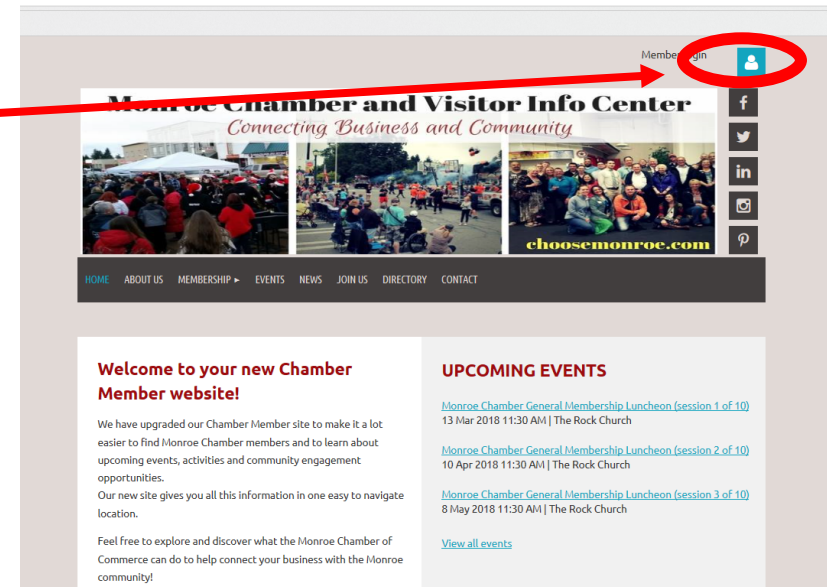
Balance due (1 items): \$250.00

[Pay online](#)

Search  Records found: 1

Date	Transaction	Balance due
26 Feb 2018	<a href="#">Invoice #00004</a> Member application L1-Basic Membership	\$250.00

All transactions are nonrefundable and nontransferable.



member login

**Monroe Chamber and Visitor Info Center**  
*Connecting Business and Community*

choosemonroe.com

HOME ABOUT US MEMBERSHIP ► EVENTS NEWS JOIN US DIRECTORY CONTACT

**Welcome to your new Chamber Member website!**

We have upgraded our Chamber Member site to make it a lot easier to find Monroe Chamber members and to learn about upcoming events, activities and community engagement opportunities. Our new site gives you all this information in one easy to navigate location.

Feel free to explore and discover what the Monroe Chamber of Commerce can do to help connect your business with the Monroe community!

**UPCOMING EVENTS**

[Monroe Chamber General Membership Luncheon \(session 1 of 10\)](#)  
13 Mar 2018 11:30 AM | The Rock Church

[Monroe Chamber General Membership Luncheon \(session 2 of 10\)](#)  
10 Apr 2018 11:30 AM | The Rock Church

[Monroe Chamber General Membership Luncheon \(session 3 of 10\)](#)  
8 May 2018 11:30 AM | The Rock Church

[View all events](#)

Once you accept the terms and conditions you should see the "My Profile" page and from there you can pay your invoices, update your profile page, your email subscriptions, and see your event registrations.

Once you have reviewed your profile feel free to browse and get to know your new Monroe Chamber Member website.

# CALENDAR OF EVENTS

The Calendar of Events on [www.choosemonroe.com](http://www.choosemonroe.com) is full of events and activities of things to do in and around Monroe.

Chamber Members are encouraged to add their events to this calendar to ensure that they are posted and highlighted in the Chamber's eNews-letter.

Other ways to learn about events in Monroe, we add events from our Chamber members to the Chamber's Facebook page. Chamber members are encouraged to tag the "Monroe Chamber of Commerce" on their event's discussion page or comments to notify us of any events they would like to have added to the Chamber's Facebook Event Page. We also encourage Chamber members to use #choosemonroe on Facebook, Twitter, and Instagram to help us track events and conversations about what is happening in Monroe.

There is so much to do in Monroe and we encourage everyone to follow us online either on Facebook, our website, Twitter, or Instagram to stay in the know about Monroe.

## Community Organization Meetings

### **BNI Sky Valley Business Boosters**

Weds at 7 am at Brookdale Senior Living

### **Downtown Monroe Association**

4th Monday of the month

6:30 pm to 7:30 pm

### **Kiwanis of Monroe**

1<sup>st</sup> and 3<sup>rd</sup> Thurs at Monroe Boys and Girls Club at 12 pm

### **Monroe Chamber**

Morning networking-1<sup>st</sup> Fri of the month at Original Pilot House Coffee

Luncheons-2<sup>nd</sup> Tues of the month at The Rock Church at 12 pm

### **Rotary of Monroe**

Every Weds at 12 at El Lago

### **Community Coordination Meeting**

Every other month or as planned by attendees

# MONROE COMMUNITY INFO

**Boys and Girls Club of Monroe**

261 Sky River Parkway

360-794-4775

**City of Monroe**

806 W. Main St.

360.863.4528

**Downtown Monroe Association**

108 East Main Street # 204

360.503.4513

**Everett Community College  
East County Campus**

14090 Fryelands Blvd.

425.259.8732

**Evergreen Health Monroe**

14701 179th Ave. SE

360.794.7497

**Kiwanis of Monroe**

425.356.9218 360.794.5488

360.794.7851

**Monroe Chamber of Commerce  
& Visitor Information Center**

125 S. Lewis St.

360.794.5488

**Monroe Cold Weather Shelter**

1016 West Main Street

360.453.7622

**Monroe Community Senior Center**

276 Sky River Parkway

360.794.6359

**Monroe Historical Society**

207 East Main Street

360.217.7223

**Monroe Sno-Library**

1070 Village Way

360.794.7851

**Monroe School District**

200 E. Freemont St.

360.794.7994

**Monroe Public Schools Foundation**

200 East Fremont Street

360.804.4317

**Rotary of Monroe**

[www.rotaryofmonroe.org](http://www.rotaryofmonroe.org)

**SeaMar Monroe Dental Clinic**

17707 W. Main St.

360.282.3900

**SeaMar Monroe Medical Clinic**

17707 W. Main St.

360.282.3885

**Sky Valley Food Bank**

233 Sky River Parkway

360.794.7959

**SnoCo PUD**

120 E. Freemont St.

360.794.3900

**Take The Next Step**

202 S. Sams St.

360.794.3900

**US Post Office**

122 N. Blakely St.

360.805.1962

**Utility Billing Office**

**(City Hall)**

806 W. Main St.

360.794.7400

**Water or Sewer Problems  
Public Works Department**

360.794.6100

**YMCA Monroe Sky Valley**

14033 Fryelands Blvd.

360.805.1870

# MONROE ELECTED OFFICIALS

The elected city government of Monroe has an elected mayor and 7 elected City Council members.

## City Council Meetings

Held at 7:00 pm on the 1st—4th Tuesdays of the month (any meeting falling on a holiday is rescheduled to the next evening).

Location-City of Monroe Council Chambers located at 806 W Main St

## Website

[www.monroewa.gov](http://www.monroewa.gov)

## Board/Commission/Council Meeting Agendas and Minutes

Website: <https://www.monroewa.gov/139/Agendas-Minutes>

The City Council, Planning Commission and TBD meetings are recorded and audio of the meetings can also be found online at the above website.

## Overview

The City of Monroe has a strong Mayor / Council form of government. The mayor is elected by the citizens and serves a four-year term. The mayor acts as the chief administrative officer responsible for managing the city.

## Contacting Your Elected Officials

806 W. Main St.

[councilmembers@monroewa.gov](mailto:councilmembers@monroewa.gov)



### Mayor

Geoffrey Thomas

Center

### Position 3

Jeff Rasmussen

2nd from left

### Position 6

Jason Gamble

1st from right

### Position 1

Kevin Hanford

5th from left

### Position 4

Jim Kamp

3rd from left

### Position 7

Kirk Scarboro

2nd from right

### Position 2

Patsy Cudaback

3rd from right

### Position 5

Ed Davis

1st from left

# NOTES



## Member to Member Discount

The Member to Member Discount is a special discount, pricing structure, service, or product that is extended only to other members of the Monroe Chamber of Commerce.

Your discount will be featured on the Chamber website next to your business listing. If your business would like to participate, please complete this form and mail it, email it or turn it into the Chamber office.

**Email:** office@ChooseMonroe.com **Address:** 125 S. Lewis St., Monroe, Wa 98272 **Phone:** 360.794.5488

Business Name \_\_\_\_\_

Business Phone \_\_\_\_\_

Primary Contact \_\_\_\_\_

Type of Business \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

### Description of Discount

Please describe the special discount, pricing structure, service, or product that your business will extend to Monroe Chamber of Commerce members. Possible discount ideas are (but not limited to) buy one get one free; set discounted price for goods or service; percentage off purchases; free or discounted consultation; one time fee or discounted item or service. Please describe the discount exactly as you would like it to appear on the website.

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Please Note: It is the responsibility of the company placing the discount to notify the Monroe Chamber if the discount becomes invalid, changes or has special restrictions that need to be added to the description. Please no discounts that have expiration dates.

Please call the Chamber Office at 360.794.5488 with any questions.