

SNOHOMISH COUNTY COUNCIL
PUBLIC HEARING PACKET

ORDINANCE 21-097 **AN ORDINANCE CREATING A COMMERCIAL
PROPERTY ASSESSED CLEAN ENERGY AND
RESILIENCY (C-PACER) PROGRAM IN SNOHOMISH
COUNTY**

ECAF: 2021-0977

Date/Time: Wednesday, December 15, 2021, at 10:30 a.m.

Staff Person: Nicole Gorle

DPA: Rebecca Guadamud

EXHIBIT LIST

Click on Exhibit # to view document.

Exhibit #	Date	Exhibit Description
1	11/29/21	Council Staff Report
2	11/30/21	ECAF Received
3	11/30/21	Ordinance Introduction Slip

1 SNOHOMISH COUNTY COUNCIL
2 Snohomish County, Washington

3
4 ORDINANCE NO. 21-097

5
6 AN ORDINANCE CREATING A COMMERCIAL PROPERTY ASSESSED CLEAN
7 ENERGY AND RESILIENCY (C-PACER) PROGRAM IN SNOHOMISH COUNTY
8
9

10 WHEREAS, on June 11, 2020 SSHB 2405 went into effect creating a mechanism
11 for the state and local jurisdictions to create commercial property clean energy and
12 resiliency programs (C-PACER); and
13

14 WHEREAS, C-PACER programs provide a structure for owners of commercial
15 properties (agricultural, commercial, and some multi-family residential properties) to
16 obtain low-cost, long-term, financing for energy and resiliency projects for new buildings
17 and retrofits to existing buildings; and
18

19 WHEREAS, by providing access to more affordable financing property owners
20 that may have been on the fence or unable to afford energy efficiency upgrades to their
21 properties may now be able to do so; and
22

23 WHEREAS, Snohomish County has determined that creation and operation of a
24 commercial property assessed clean energy and resiliency program is in the public's
25 best interest to serve public health and safety interests within the community through
26 energy and water conservation and reduction in emergency response risks; and
27

28 WHEREAS, as required by RCW 36.165.040, the Snohomish county council will
29 hold a public hearing on this proposed ordinance in accordance with the county's
30 COVID-19 protocols.
31

32 NOW THEREFORE, BE IT ORDAINED:
33

34 Section 1. A new chapter is added to Title 2.900 of the Snohomish County Code
35 to read:
36

37 COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY AND RESILIENCY
38 PROGRAM (C-PACER)
39

40 Sections:

- 41
42 2.900.010 Program established.
43 2.900.020 Program administrator.
44 2.900.030 C-PACER program guide.
45 2.900.040 Lien precedence.
46 2.900.050 Assessment agreement.

ORDINANCE NO. 21-097
AN ORDINANCE CREATING A COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY AND
RESILIENCY (C-PACER) PROGRAM IN SNOHOMISH COUNTY

- 1 2.900.060 Recording.
- 2 2.900.070 Fee.
- 3 2.900.080 Appeals.
- 4 2.900.090 Reporting.
- 5 2.900.100 Liability.
- 6 2.900.110 Limitations on county actions.
- 7 2.900.120 Definitions.

8
9 SCC 2.900.010 Program established.

10
11 The executive shall establish a commercial property assessed clean energy and
12 resiliency program and make it available to eligible properties within incorporated and
13 unincorporated Snohomish County. The program shall comply with the provisions
14 outlined in chapter 36.165 RCW and will allow owners of agricultural, commercial and
15 industrial properties and multifamily residential properties with five or more dwelling units
16 to obtain low-cost, long-term financing for qualified improvements. Qualified projects must
17 be located wholly within the jurisdiction of Snohomish County.

18
19 In accordance with RCW 36.165.030, the program shall be established and begin
20 accepting applications no later than one year after the effective date of this ordinance.

21
22 SCC 2.900.020 Program administrator.

23
24 The program shall be administered through the department of conservation and
25 natural resources or through a third-party administrator, subject to county council
26 approval by motion. The program administrator shall be responsible for ensuring the
27 program complies with chapter 36.165 RCW.

28
29 SCC 2.900.030 C-PACER program guide.

30
31 The program guide shall be developed by the program administrator consistent
32 with the requirements of RCW 36.165.020 and shall include a definition of qualified
33 improvement that aligns with the following goals:

- 34
35 (1) Reduce greenhouse gas emissions;
36 (2) Conserve energy, water, and resources and use renewable energy
37 technologies;
38 (3) Electrification of HVAC infrastructure;
39 (4) Increase resilience for fires and natural hazards; and
40 (5) Proactively address impacts climate change.

41
42 Prior to initial program implementation, the executive shall submit the guidebook
43 and all documents created in conjunction with the guidebook to the county council by
44 motion for approval.

45
46

1 SCC 2.900.040 Assessment agreement and lien precedence.

2
3 The county and the property owner will enter into an assessment agreement by
4 which the property owner whereby the county agrees to place a C-PACER lien on the
5 property to secure the property owner's obligation to repay the financing to the capital
6 provider. The C-PACER lien recorded pursuant to this chapter will take precedence
7 over all other liens except for a lien for taxes as described in RCW 36.165.060.
8

9 Before a capital provider may enter into a financing agreement to provide
10 financing of a qualified project to the record owner of any eligible property, the capital
11 provider must obtain written consent from any holder of a lien, mortgage, or security
12 interest in the real property that the property may participate in the program and that the
13 C-PACER lien will take precedence over all other liens except for a lien for taxes as
14 described in RCW 36.165.060. The county may rely on the capital provider's
15 representations as to the identity and existence of any lienholders affected by the C-
16 PACER lien. The county has no duty or obligation to obtain a title report or otherwise
17 determine the identity or existence of any lienholders affected by the C-PACER lien.
18

19 Before a capital provider may enter into a financing agreement to provide
20 financing of a qualified project to the record owner of any multifamily residential real
21 property with five or more dwelling units, the capital provider must obtain written
22 consent from any and all holders of affordable housing covenants, restrictions or
23 regulator agreements in the real property that the property may participate in the
24 program and that the C-PACER lien will take precedence over all other liens except for
25 taxes as described in RCW 36.165.060. The county may rely on the capital provider's
26 representations as to the identity and existence of any holders of affordable housing
27 covenants, restrictions or regulator agreements affected by the C-PACER lien. The
28 county has no duty or obligation to obtain a title report or otherwise determine the
29 identity or existence of any holders of affordable housing covenants, restrictions or
30 regulator agreements affected by the C-PACER lien.
31

32 SCC 2.900.050 C-PACER agreement.

33
34 The capital provider and the county shall enter into a C-PACER agreement prior
35 to the disbursement of any funds from the capital provider to the property owner. All C-
36 PACER agreements shall:
37

38 (1) State that the capital provider is solely responsible for identifying all
39 lienholders on an eligible property and for notifying the county of the identity of the
40 lienholders;

41 (2) Include language wherein the capital provider indemnifies the county from
42 any and all claims that may be asserted by a lienholder, known or unknown, on an
43 eligible property;

44 (3) State that the capital provider is solely responsible for all enforcement as
45 contemplated in chapter 36.165 RCW; and

46 (4) Provide for the recording of a lien as described in SCC 2.900.050.

1
2 SCC 2.900.060 Recording.

3
4 Financing for qualifying improvements will be repaid to a capital provider and
5 secured by a county lien assigned to a capital provider for all the administrative aspects
6 of billing, collecting, and enforcing the lien.
7

8 In accordance with RCW 36.165.050, the executive, or their designee, shall
9 record each lien in the real property records of the county. The recording must include:

- 10
11 (1) The legal description of the eligible property;
12 (2) The assessor's parcel number of the property;
13 (3) The grantor's name, which must be the same as the property owner on the
14 assessment agreement;
15 (4) The grantee's name, which must be Snohomish County;
16 (5) The date on which the lien was created;
17 (6) The principal amount of the lien;
18 (7) The terms and length of the lien; and
19 (8) A copy of the assessment agreement between the county and the property
20 owner.
21

22 The executive, or their designee, shall also record the assignment of the lien
23 from the county to the appropriate capital provider.
24

25 SCC 2.900.070 Fee.

26
27 As authorized in chapter 36.165 RCW, the executive shall establish an
28 application fee that achieves cost recovery for program implementation and operation.
29 The executive may adjust the fee as necessary to comply with this section.
30

31 SCC 2.900.080 Appeals.

32
33 If the department of conservation and natural resources is acting as the program
34 administrator, a final decision on the eligibility of a proposed improvement may be
35 appealed within 30 days of the decision to the office of the hearing examiner by filing an
36 appeal with the hearing examiner, in accordance with chapter 2.02 SCC.
37

38 If a third party administrator is acting as the program administrator, a final
39 decision on the eligibility of a proposed improvement may be appealed within 30 days of
40 the decision to the department of conservation and natural resources by filing an
41 appeal. The department of conservation and natural resources decision may be
42 subsequently appealed to the office of the hearing examiner, in accordance with chapter
43 2.02 SCC, within 30 days of the decision issued by the department of conservation and
44 natural resources.
45

1 Failure to appeal constitutes a waiver of all rights to an administrative hearing
2 and determination of the matter.

3
4 SCC 2.900.090 Reporting.

5
6 The executive shall provide a report to the county council two years after
7 beginning to accept applications and every two years following. The report shall be
8 submitted to the county council via ECAF and must include:

- 9
10 (1) The number of project applications received and processed;
11 (2) The total value of project applications received and processed; and
12 (3) The estimated energy and water savings and renewable energy deployed
13 from projects, and the number of resilience measures financed.

14
15 SCC 2.900.100 Liability.

16
17 This chapter does not confer any right of action nor property interest upon any
18 party to a C-PACER transaction against the county, and the county shall incur no
19 liability for enacting this program, nor shall the county its governing body, executive, or
20 employees be personally liable as a result of exercising any rights or responsibilities
21 granted under this chapter or chapter 36.165 RCW.

22
23 SCC 2.900.110 Limitations on county actions.

24
25 The county shall not:

- 26
27 (1) Enforce any privately financed debt under this or any other chapter or law;
28 (2) Use public funds to fund or repay any loan between a capital provider and
29 property owner;
30 (3) Make the issuance of a permit, license, or other authorization from the county
31 to a person who owns property in the county contingent on the person entering into a
32 written contract to repay the financing of a qualified project under chapter 36.165 RCW;
33 or
34 (4) Compel a person who owns property in the county to enter into a written
35 contract to repay the financing of a qualified project under chapter 36.165 RCW.

36
37 SCC 2.900.120 Definitions.

38
39 The definitions in this section apply throughout this chapter unless the context clearly
40 requires otherwise.

- 41
42 (1) "Assessment agreement" means a voluntary agreement between the county
43 and property owner whereby the county agrees to place a lien on the property to
44 secure the property owner's obligation to repay the financing to the capital provider.
45 (2) "Capital provider" means any private entity or the entity's designee, successor
46 or assign, that makes or funds financing under this chapter.

1 (3) "C-PACER program guide" means a comprehensive document that
2 designates the applicable region for the program and establishes guidelines,
3 specifications, processes, and contains standard application forms and other
4 documents consistent with the administration of a program.

5 (4) "Eligible property" means privately owned commercial, industrial or
6 agricultural real property or multifamily residential real property with five or more
7 dwelling units. Eligible property may be owned by any type of business, corporation,
8 individual, or nonprofit organization permitted by state law.

9 (5) "Financing" means an investment from a capital provider to a property owner
10 to finance or refinance a qualified project.

11 (6) "Financing agreement" means the contract under which a property owner
12 agrees to repay a capital provider for financing including, but not limited to, details of
13 any finance charges, fees, debt servicing, accrual of interest, accrual of penalties and
14 any terms relating to treatment of prepayment and partial payment of the financing.

15 (7) "Lien" means the lien recorded at the county on the eligible property to secure
16 the financing debt owed to the capital provider, which remains on the property until paid
17 in full.

18 (8) "Program" means a commercial property assessed clean energy and
19 resiliency program established under this chapter.

20 (9) "Project application" means an application submitted to the county to
21 demonstrate that a proposed project qualifies for financing and for a lien.

22 (10) "Qualified improvements" means a qualified improvement as described in
23 the program guide.

24 (11) "Qualified project" means a project approved by the program administrator,
25 involving the installation or modification of a qualified improvement, including new
26 construction or the adaptive reuse of eligible property with a qualified improvement.

27
28
29 PASSED this ____ day of _____, 2021.

30
31
32 SNOHOMISH COUNTY COUNCIL
33 Snohomish County, Washington

34
35
36 _____
37 Council Chair
38
39
40
41

1 ATTEST:

2

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4

5 _____
Asst. Clerk of the Council

6

7

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10

11 () APPROVED

12 () EMERGENCY

13 () VETOED

14

15

DATE: _____

16

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County Executive

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32

ATTEST:

Approved as to form only:

Rebecca J. Guadamud 11-30-2021

Deputy Prosecuting Attorney



Snohomish County Council

SNOHOMISH COUNTY COUNCIL

EXHIBIT # 1

FILE ORD 21-097

Committee: Conservation, Sustainability, and Recreation

ECAF: 2021-0977

Ordinance: 21-097

Analyst: Nicole Gorle

Date: Nov. 29, 2021

Consideration:

Add a new section to Snohomish County Code, SCC 2.900, establishing a Commercial Property and Clean Energy and Resiliency Program in Snohomish County.

Background:

History

A C-PACER program provides a financial tool for commercial property owners to obtain low-cost financing for energy efficiency and resiliency upgrades that carries with the life of the property instead of the property owner.

This concept, while not new, came from a local government in Berkley, California. The Mayor was looking for a way to provide financing to residents for rooftop solar and passed an ordinance allowing financing for this through a lien on the property, similar to how garbage collections and sewers are financed there.¹ Today, according to PaceNation, 37 out of 50 US States have enacted some sort of PACE enabling legislation.²

On June 11, 2020, SSHB 2405 went into effect creating a mechanism for the state and local jurisdictions to create a Commercial Property Clean Energy and Resiliency Program, herein C-PACER.

On July 19, 2021, Snohomish County Council passed Motion 21-242 establishing a workgroup comprised of the treasurer, office of energy and sustainability, executive, and council staff with the directive to create an ordinance and program material to implement a C-PACER program in Snohomish County. The goal for having this material submitted to council for consideration was September 7th.

On September 28, 2021, an update was provided to Council on the workgroups progress with two main points:

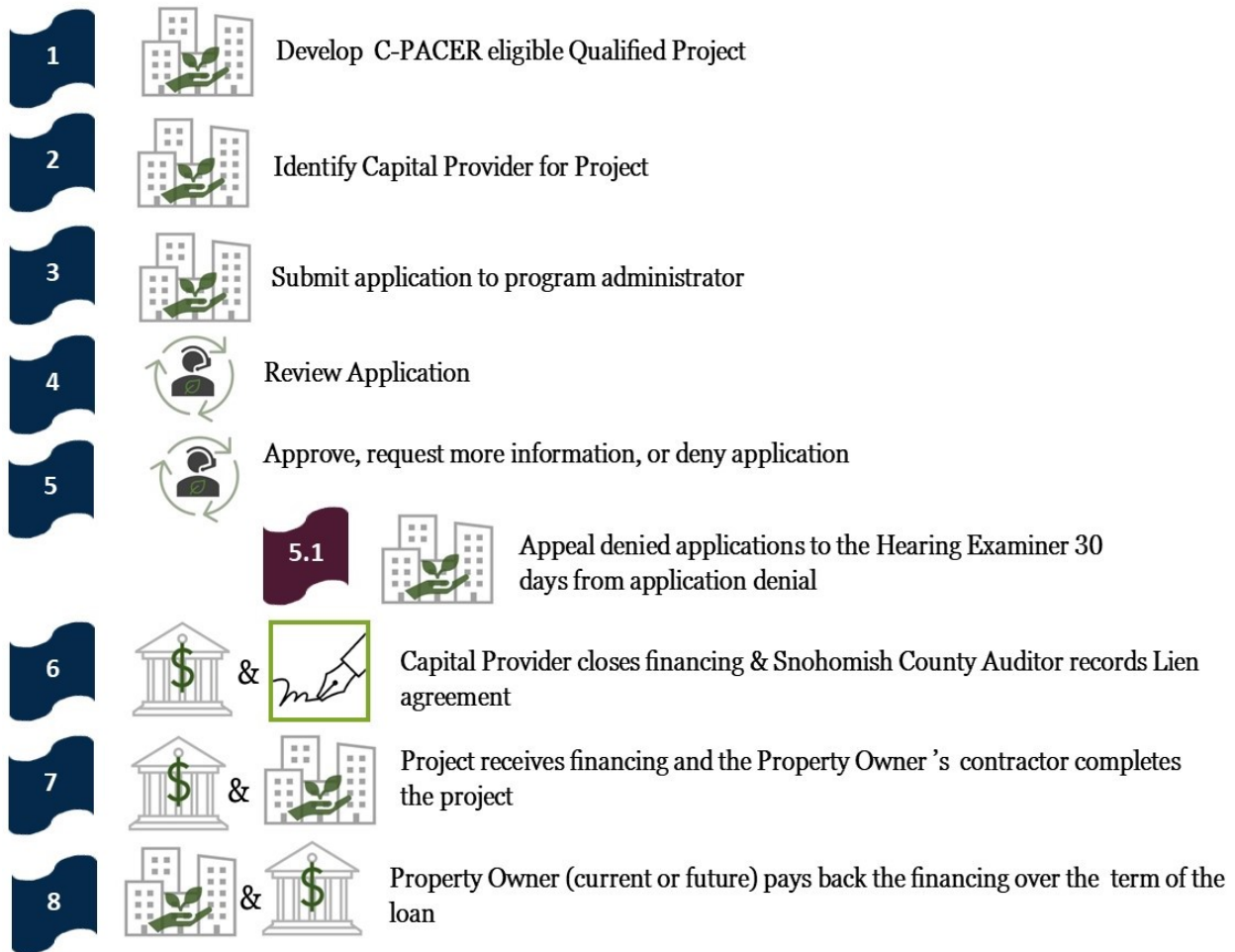
1. The workgroup decided to go with a more simplified version of the ordinance instead of codifying everything that is in the program guidebook. If adopted, the program guidebook will be developed after its adopted and come back to Council for approval via motion.
2. Changed the goal for having the ordinance before council from September 7th to having it adopted by the end of the year.

This Ordinance is the final product of the workgroup.

¹ <https://greenworkslending.com/growth-of-the-c-pace-industry/>

² <https://www.pacenation.org/pace-programs/>

How It Works



Property Owner



Program Administrator



Capital Provider



Auditor

Current Proposal:

Overview

The Ordinance before you would add Title 2.900 to Snohomish County Code – Commercial Property Assessed Clean Energy and Resiliency Program (C-PACER).

If enacted, the Department of Conservation and Natural Resources would have one year to develop the program guidebook and associated documents, submit to council for approval via motion, and begin accepting applications.

Once the program is up and running, the County's role is:

1. Establish an application fee that makes the program cost neutral to the county (DCNR/Executive);

2. Review and approve applications based on completion only, essentially go through a check list and make sure all required documents are there and filled out completely (DCNR);
3. Hear appeals on denied program applications. The hearing examiner may apply their standard fee to each filing (Office of Hearings Examiner); and
4. Record the lien against the property (Auditor³).

The enforcement and all other aspects of the program, and financing, is not the county's responsibility.

Staff

The amount of staff resources needed to operate the county's roll in this program will be driven by demand/the number of applications received annually. King, Thurston, and Whatcom Counties have indicated that they are using existing FTE's to administer the program, at least to start. The time these FTEs spend working on C-PACER applications will be accounted for and covered by the program application fee.

The Ordinance before you also provides the County the option to utilize a third party administrator to serve as the program administrator (King County has this as well).

Ordinance Summary by Section

SCC 2.900.010 – Program established

- Establishes the program and provides a high-level overview of what it is.
- Program is available in incorporated and unincorporated Snohomish County.
- Per RCW, applications will start being accepted no later than one-year after adoption of the ordinance.

SCC 2.900.020 – Program administrator

- Program administrator is the Department of Conservation and Natural Resources or a third-party administrator (TPA). Council approval is required for the TPA.

SCC 2.900.030 – C-PACER program guide

- Directs the Department of Conservation and Natural Resources to develop the program guidebook and other necessary materials for program implementation.
- Provides five goals that the guidebook must align with.
- Requires the guidebook and all other relative documents to come before council for approval prior to implementation.

SCC 2.900.040 – Lien precedence

- C-PACER lien will take precedence over all other liens except for taxes in RCW 36.165.060.
- Requires the capital provider obtain written consent from all lien holders on a property prior to entering into a C-PACER financing agreement and outlines the process.

³ <https://snohomishcountywa.gov/278/Recording>

- Exempts the County from having any duty or obligation to obtain a title report or otherwise identify any lienholder affected by a C-PACER lien.

SCC 2.900.050 – C-PACER agreement

- Outlines the requirements to be included in a C-PACER agreement between the capital provider and the County.

SCC 2.900.060 – Recording

- Outlines the recording requirements for a C-PACER lien.

SCC 2.900.070 – Fee

- Authorizes the Executive to establish a fee that achieves cost recovery for program implementation and operation. The fee may be adjusted as necessary.

SCC 2.900.080 – Appeals

- Outlines the process for appealing the denial of a C-PACER application, whether the Department of Conservation and Natural Resources is the program administrator or a TPA is used.

SCC 2.900.090 – Reporting

- Requires a report to Council two years after the first application is accepted that includes the number of applications received/processed; value of project applications received and processed; and estimated energy and water savings and renewable energy deployed and the number of resilience measures financed.

SCC 2.900.100 – Liability

- Statement that the county, executive, and any employees may not be held liable as a result of any actions taken under RCW 36.165.

SCC 2.900.110 – Limitations on county actions

- Clarifies that the county can't enforce the lien; use public funds to repay liens; make entering into a C-PACER lien a contingency for receiving a county permit, license, or other authorization; or compel someone to enter into a contract to repay the financing of a qualified project.

SCC 2.900.120 – Definitions

- Adds definitions to various key words and phrases used throughout the ordinance.

2021 Budget: None

While there was no direct fiscal impact in 2021, significant staff time was used in the creation of this ordinance and may be accounted for in the program implementation cost/development of the application fee.

Future Budget Impact:

\$100,000 of general fund dollars was included in the 2022 budget to assist with the development of program materials and implementation of the program. There will be a cost in the outyears, but that is anticipated to be offset with application fees as the intent is that this program is cost neutral to counties through the collection of the application fee.⁴

Handling: Expedite – 12/31/21

Approved-as-to-form: Yes

Risk Management: N/A

Executive Recommendation: N/A

Attachment:

Attachment #1 – Next Steps

Attachment #2 – List of program documents and descriptions

Amendments: None

Request: Set time and date for a public hearing on December 15th at 10:30 a.m.

⁴ 36.165.030(2) RCW - The program may charge an application fee to cover the costs of establishing and conducting the application review process.

C-PACER // Next Steps

(if ordinance is adopted)

1. *DCNR/Stakeholder Workgroup develop program guidebook and associated documents. This work will be led by DCNR.

A stakeholder workgroup will be formed to assist with the guidebook development as required by 36.165.020(1)(b)(iv) RCW.

2. DCNR will finalize the guidebook and associated documents.
3. *DCNR will submit a Motion to Council, as required in this ordinance, that contains the program guidebook and associated documents for review and approval by Council.

There will be an opportunity for public comment on the Motion/program documents when it comes up to Council for consideration.

4. Begin accepting applications .

Per 36.165.030(5), the County must begin accepting applications within one year of establishing a C-PACER program. It is unclear if this language means one year from adoption or one year from the ordinance going into effect.

Either way, if the ordinance is adopted on December 15, 2021, the deadline to begin accepting applications would be the second half of December 2022 or first half of January 2023 (the Council has five working days to get the adopted ordinance to the Executive, the Executive then has 10 working days to either sign or veto the ordinance, and then the ordinance will go into effect 10 days after it has been signed by the Executive – Snohomish County Charter 2.110)

**Public/Stakeholder Involvement Opportunities*

The below is a list of documents relating to the C-PACER program and necessary for implementation. Council can expect to see something similar to this submitted for review and approval via motion within one year of adoption of this ordinance.

- **Program Guidebook**
- **Application**
- **Project Application Checklist**

This is the document that will be used by the DCNR staff person reviewing the application for completion.
- **Lien Holder Consent to C-PACER Assessment and lien**

Because a C-PACER lien takes precedent over all other liens (except those outlined in RCW), in order to obtain C-PACER financing the property owner must obtain consent from all other lien holders on the property for their participation.
- **Certification of Qualified Improvements**

This document will be filled out by either a Professional Engineer certified in Washington State or an individual employed by an accredited firm listed on the form. The individual who fills out this form is responsible for determining if the project being proposed meets the definition of “qualified improvement” under RCW and the program guidebook.
- **Certificate of Capital Provider Qualifications**

Asks questions about the capital providers qualifications:

 - 1) are they registered to provide C-PACE loans in at least two other states;*
 - 2) have they financed at least one C-PACE project in another jurisdiction;*
 - 3) are they a federally chartered bank, thrift institution, or credit union;*
 - 4) are they a privately owned entity wholly located in Washington State, and provide additional detail as to why they should be qualified to finance a C-PACER lien.*
- **Assessment Agreement**

This agreement is between the County and the property owner whereby the property owner agrees to have the County place a lien on the property for repayment of financing provided by a capital provider for a qualified improvement under the program.
- **Notice of Assessment Interest and C-PACER Lien**

This document is used for recording purposes. It states that a lien is being placed on the property and provides the required information prescribed in RCW (owner name, legal description of the property, parcel number, etc.)
- **Assignment of Assessment Interest and C-PACER Lien**

Agreement between County and Capital Provider that essentially assigns the assessment agreement and notice of assessment interest and C-PACER Lien to the Capital Provider. This agreement states that the County is not responsible for enforcement of the program and addresses liability. In Snohomish County’s ordinance, this is called the C-PACER agreement and specific items are listed for inclusion in the agreement to minimize risk to the County.
- **Certificate of C-PACER Improvements Completion**

Document stating that the C-PACER improvements have been completed.



File #: 2021-0977, Version: 1

Executive/Council Action Form (ECAF)

ITEM TITLE:

Ordinance 21-097, creating a Commercial Property Assessed Clean Energy and Resiliency (C-PACER) Program in Snohomish County

DEPARTMENT: Council - Sponsored by Councilmember's Dunn and Mead

ORIGINATOR: Nicole Gorle

EXECUTIVE RECOMMENDATION: n/a

PURPOSE: Establish a C-PACER program

BACKGROUND: See staff report

FISCAL IMPLICATIONS:

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
		\$100,000	***
TOTAL			

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS
TOTAL			

DEPARTMENT FISCAL IMPACT NOTES: The 2022 budget included \$100k for development and implementation of the program. In the out-years there will be a cost for administering the program, however that cost is indeterminate as it will be driven by the volume of applications. Additionally, the County will be collecting an application fee which will be set at an amount that allows the County to achieve cost recovery, making the program cost neutral to the County.

CONTRACT INFORMATION:

ORIGINAL	CONTRACT#	AMOUNT
AMENDMENT	CONTRACT#	AMOUNT

Contract Period

ORIGINAL	START	END
AMENDMENT	START	END

OTHER DEPARTMENTAL REVIEW/COMMENTS: Approved as to form by Rebecca Guadamud on 11/30/21

ECAF NO.:
ECAF RECEIVED:

SNOHOMISH COUNTY COUNCIL

**ORDINANCE
INTRODUCTION SLIP**

EXHIBIT # 3

FILE ORD 21-097

TO: Clerk of the Council

TITLE OF PROPOSED ORDINANCE:

~~~~~



---

Councilmember Date

~~~~~

Clerk's Action: Proposed Ordinance No. _____

Assigned to: _____ Date: _____

~~~~~  
**STANDING COMMITTEE RECOMMENDATION FORM**

On \_\_\_\_\_, the Committee considered the item and by \_\_\_\_ Consensus /  
\_\_\_\_ Yeas and \_\_\_\_ Nays, made the following recommendation:

\_\_\_\_\_ Move to Council to schedule public hearing \_\_\_\_\_

**Public Hearing Date** \_\_\_\_\_ **at** \_\_\_\_\_

\_\_\_\_\_ Move to Council as amended to schedule public hearing

\_\_\_\_\_ Move to Council with no recommendation

**This item \_\_\_\_ should/ \_\_\_\_ should not be placed on the Consent Agenda.**

(Consent agenda may be used for routine items that do not require public hearing and do not need discussion at General Legislative Session)

**This item \_\_\_\_ should/ \_\_\_\_ should not be placed on the Administrative Matters Agenda**

(Administrative Matters agenda may be used for routine action to set time and date for public hearings)

\_\_\_\_\_  
Committee Chair