41499 - Snohomish County Mobility Management & Navigation

Application Details

Funding Opportunity:	38335-2027-2029 Consolidated Grant Program - Mobility Management
Funding Opportunity Due Date:	Sep 9, 2026 3:01 PM
Program Area:	Consolidated Grant Program
Status:	Submitted
Stage:	Final Application
Initial Submit Date:	Sep 9, 2026 11:18 AM
Initially Submitted By:	Brock Howell
Last Submit Date:	
Last Submitted By:	

Contact Information

Primary Contact Information

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Organization Information

Legal Name*: Snohomish County Transportation Coalition (Snotrac)

DBA Name*: Snotrac

Organization Type*: Non Profit

Organization Website: http://gosnotrac.org
(Please enter http://... for this field)

SAM UEI #: Q5HUGPGMLGC8

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Fiscal Year End Last day of*:	June
Indirect Cost Rate:	15.00%
IDR Expiration Date:	06/30/2027

Organization Contact Information

Organization Contact Information

Organization Director*:	Brock Howell First Name Last Name Executive Director brock@snotrac.org Title Email Address
Applicant Contact*:	Brock Howell First Name Last Name Executive Director brock@snotrac.org Title Email Address
Project Contact:	Suleiny Altamirano First Name Last Name Public Affairs & Mobility Navigation Program Manager suleiny@snotrac.org Title Email Address

Summary of Project Information

Summary of Project Information

Identify whether the project in this application is sustaining, new, or expansion.

Need for Service: Sustain existing service

Expansion can?t be combined with sustaining existing service in the same application for the first biennium.

Capital equipment for a mobility management project includes items that have a useful life of more than one year, exceed your organization?s capital cost threshold or $10,000, and are subject to depreciation and inventory tracking.
Examples for mobility management include information kiosks and technology.

Does your mobility management project include the purchase of capital equipment?*: No

Checking "Yes" for federal funds means that your organization is willing and able to comply with the associated federal requirements, such as federal drug and alcohol testing procedures, Title VI activities, and federal small business enterprise (FSBE) requirements. For examples of federal requirements from last biennium, refer to the Public Transportation Grant Guidebook.

Willing to Accept FTA funds for the biennium?*: Yes

If project is a purchase-of-service type, the eligible funding source and match rate may be affected.

Is this a purchase-of-service project?: No

If your organization has proof of 501(c) nonprofit status, the project may be eligible for state paratransit special needs competitive funds.

Does your organization have 501(c) nonprofit status?: Yes

Choose the congressional district(s), legislative district(s), and county(ies) this project will serve (include the entire project area)

Congressional & Legislative District map

Congressional District(s) Select as many as apply ***:**	1,2,7
Legislative District(s) Select as many as apply ***:**	01,10,12,21,32,38,39,44
County(ies) Select as many as apply ***:**	Island,King,Skagit,Snohomish

Scope of Work

Scope of Work

Select the Regional Transportation Planning Organization (RTPO) / Metropolitan Planning Organization (MPO) that will be ranking this project from the drop-down menu.

RTPO/MPO*:	Puget Sound Regional Council

Project Summary (Scope)

Provide a brief, high-level description of what your project proposes to do (address what the project is, whom it serves, and where the service occurs).

This summary will be used in your grant agreement and may also be used to describe your project to the Legislature.

Proposed summary/scope of work*:

Funds (1) mobility coalition program to coordinate improvements to transportation services and create affordable, age- and ability-friendly communities for all people in Snohomish County and beyond; and (2) mobility navigation program to educate and train community members in understanding the best transportation options for their needs.

Project Description

Provide a detailed description of the tasks, activities, and deliverables your project will complete. Your narrative should reflect the full life of the project and demonstrate how the proposed activities align with the grant program?s goals.

Description of project*:

HSTP Goal 1: Human services transportation is accessible and helps more people get to the places they need to go.

Strategy: Through coalition, Snotrac will coordinate transportation providers to improve efficiency and address mobility gaps.

Activities: Per year, 6 countywide partner meetings and 6 meetings per each of 4 subcounty areas to share updates on human services and transportation.

HSTP Goal 3: Human services transportation is easy to use.

Strategies: Snotrac will provide bilingual rider assistance and education, and easy-to-understand information about mobility services and eligibility.

Activities:
A. 3-5 bilingual mobility navigators will lead workshops, table at community events, lead multi-modal field trips, coach individuals 1-1, and non-English media outlets to train individuals on how to use public, nonprofit, tribal, and private transportation services of our county, educating more than 10,000 people per year.
B. Update and publish a printed and online mobility services map.
C. Maintain a mobility encouragement program with tracking and prizes.
D. Improve the influence of people with mobility barriers in transportation plans and decisions through a leadership development program.

A complete list of activities are provided in our Strategic Plan, with cross-references to the HSTP and PSRC's Coordinated Mobility Plan (CMP).

Project Need

Why is this project needed, and how does this proposal address the need? How would the community be affected if the grant is not awarded?

Include a description of the transportation problem that aligns with the need identified in the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP). Explain how the problem was identified and describe how the proposed project will address it.

Need*:

Snotrac's Mobility Management Coalition & coordination work addresses in our county all of HSTP's identified needs and the CMP's 7 gaps.

HSTP finds the "lack of coordination leads to inefficient services and gaps between providers." Through our partner meetings, coordination, community engagement, and research, Snotrac identifies gaps and creates solutions. E.g., North Sound 211, Homage TAP, Snow Goose Transit, DC Direct schedule improvements, and fare changes at Community Transit are a result of our work.

Our coordination is why our partners score us highly in our annual satisfaction survey. In our latest, 90% were very satisfied. One respondent specifically stated "Filling in the gaps, providing support to other transportation agencies" should be Snotrac's top priority for the next year.

HSTP also finds Ease of Use is an unmet need, and identifies "Lack of rider assistance and education" and "Lack of outreach and awareness for people with LEP" as challenges.

Snotrac developed its Mobility Navigation Program to create a proactive, holistic approach to educating residents about all transportation options in our county, including nonprofit and NEMT services. ACS data indicated some areas with good transit had low transit ridership despite having many LEP & low income households. Staff of CBOs indicated a knowledge gap was a major reason. The feedback from our first 5,000 trainees validates the need for our bilingual navigation program.

Area Served

Is this project primarily serving a rural area?*:	No Any service that supports public transportation in rural areas with populations less than 50,000.
Is this project primarily serving the Seattle, Tacoma, Everett urbanized area?:	Yes

Special Needs Transportation

To be eligible for special needs transportation funding, applicants must address how their project advances the efficiency in, accessibility to, or coordination of transportation services provided to persons with special transportation needs, as defined in RCW 81.66.010(3).

Does this project advance efficiencies in, accessibility to, or coordination of special needs transportation?*:	Yes

Describe how your project advances these areas, and the approach you are using to achieve these improvements. Additionally, identify the special needs population(s) to be served by this project.

Special Needs Transportation:

Snotrac's coalition work brings together community partners to improve transportation options for priority populations by identifying emerging mobility gaps, creating solutions, avoiding duplicative efforts, and coordinating efforts. Specific special needs populations to be served by this project include people with disabilities, older age, youth, and low income. Within these population groups, we provide additional support to non-English speakers, especially Spanish.

In 2025-26 fiscal year, Snotrac hosted 36 meetings and forums with 390 unique participants, representing 147 unique agencies/organizations. In addition, Snotrac attended another hundreds of other meetings, many of which with groups representing people of color, low income, disabilities, older age, youth, seniors, LEP, veterans, and homelessness.

Examples of recent efforts to advance efficiencies and coordination of transportation services include:
- Held monthly Snotrac meetings of the Partners and Board. Partners meetings averaged 46 attendees. The Board represents the 10 core organizations/entities to Snotrac.
- Held bimonthly North, East, Mid, & South County committee meetings.
- Regularly sent newsletters that include the latest news, trainings, events, and grant opportunities.
- Published a Skykomish Valley Transportation Action Report with 10 recommendations for improving mobility in the US2 corridor.

Snotrac's new Mobility Navigation Program advances accessibility to transportation services for people of low income, older age, youth and other special considerations through outreach and education.

Examples of recent efforts to improve accessibility include:
- Updated countywide Mobility Map of all fixed-route and specialized transportation services, printing 5,000 in English and 5,000 in Spanish.
- Training 587 people via 35 workshops and other 1-1 sessions.
- Educating another 2,072 via tabling at events and 3,500 people via Spanish-language media channels.

Project Staff

Provide the names of the key staff who will be working on this project, along with their years of experience and relevant qualifications. Include their experience managing similar projects, with specific attention to responsibilities for grant financial management, budget oversight, documentation, and compliance.

Project Staff*:

BROCK HOWELL has served as the Executive Director of Snotrac since April 2020. Brock has 21+ years of land use and transportation law and policy experience, and 10 years of nonprofit executive management experience. He has managed organizations with budgets over $1 million and over 80,000 members. Brock has worked in Snohomish County since 2018, including with Everett Transit. His experience includes managing staff, issuing RFPs and managing subcontracts, tracking performance metrics and outcomes, compiling grant reports, and documenting compliance with state and federal requirements, including Section 5310 grants. Brock is a graduate of Vermont Law School, and served as a federal judicial extern in the Eastern District Court of Washington and as acting legal director of Futurewise.

SULEINY ALTAMIRANO is Snotrac's Public Affairs & Mobility Navigation Program Manager (started Nov. 2025). Suleiny manages Snotrac's bilingual Mobility Navigation Program, which currently has 3 part-time bilingual navigators. She previously worked as co-director of the Well-Being Center and CEO/founder of Tizana Mexicana, and holds masters in entrepreneurship from the UW and in commercial strategy from the Univ. Panamericana. She's had volunteer leadership posts with Assn of Latino Professionals, League of Women Voters, and Wagro Foundation.

BILINGUAL MOBILITY NAVIGATORS
- Emely Hudson
- Guadalupe Vazquez
- Naraye Cabrera
- Currently hiring 2-4 more navigators.

Relationship to Other Projects

Relationship to Other Projects

Is this project dependent on any other projects submitted by your organization?*:	No
Did you, or will you, apply for this project in another grant program this biennium?*:	No
Have you applied for the same project in a prior biennium and did not receive funding?*:	No
Are you applying for other projects within this funding opportunity?*:	Yes

List all project applications for this funding opportunity, including this project, in order of priority*:

1. Snohomish County Mobility Management and Mobility Navigation Programs
2. Central Puget Sound Mobility Survey for Priority Populations.

Planning and Coordination

Coordinated Public Transit - Human Services Transportation Plan

Coordinated Public Transit - Human Services Transportation Plan	Page number(s) or TBD	How is the need in the CPT-HSTP met by this project?
Puget Sound Regional Council	64	Snotrac Mobility Management Coalition: Page 64, Strategy 1.1: Strengthen coordination among transit, paratransit and specialized transportation providers to ensure a more seamless travel experience for priority populations.
Puget Sound Regional Council	68	Snotrac Bilingual Mobility Navigation Program: Page 68, Need 5, Conduct mobility management programs that help potential riders navigate transportation options and complete their trips, with tailored support to address language and technology barriers.

Cross-region Project

Does this project have a service area that crosses RTPO/MPO planning boundaries?*: Yes

Project Coordination

Describe coordination efforts. Include details such as:

- How is the project reflected in regional plans?
- Which prioritized strategies are being addressed?
- Who was involved in defining the transportation problem?
- Other alternatives considered for addressing the problem.
- Demonstrations of local/regional coordination in implementing the proposed project.

Coordination Efforts*:

Snotrac is an active member of the PSRC Coordinated Mobility & Accessibility Committee (CMAC) with three positions represented or appointed by Snotrac and with three other CMAC members who are Snotrac board members or active Snotrac participants. Brock Howell is also a member of the PSRC Regional TOD Committee We were active in the most recent update to the PSRC Coordinated Mobility Plan (CMP) and in changes to the regional performance standards for mobility management funding.

Needs/strategies #1 and #5 of the PSRC Coordinated Mobility Plan are directly on-point to Snotrac's Mobility Management Coalition work and Mobility Navigation Program. Snotrac's 5-Year Strategic Plan (adopted by Snotrac's Board on Aug. 23, 2024), updated with references to the most recent state HSTP and PSRC CMP, provides a clear outline of the direct alignment between Snotrac's activities and the regional prioritized strategies.

Snotrac's 5-year strategic plan was developed by consulting the CMP, and holding strategic planning sessions at every Snotrac Board and Partners meeting from December 2023 to August 2024, when the Board approved the plan. These Partners meetings averaged an attendance of 64 people with 63 total agencies/organizations represented, including transit agencies, nonprofit service providers, public works departments, CBOs, BIPOC-led organizations, and electeds. We will update the plan in early 2029 for the 2029-2031 biennium.

We recently conducted an annual satisfaction survey. The survey found 90% of partners "very satisfied 2025-26, and none dissatisfied. Our satisfaction ratings have improved each year since we began the surveys.

A joint letter of support for our work has been signed by 42 nonprofits, agencies, and cities.

Based on our work with people with disabilities, older age, youth, low income, and LEP, we know our navigation education programs remain highly needed. We will continue to refine our program implementation based on their input.

By selecting yes, you acknowledge that you coordinated or will coordinate this project with the planning organization(s) within the region(s) this project serves*: Yes

How does your project connect to, coordinate with, leverage, or enhance other modes of transportation in your service area (e.g., aviation, intercity bus or rail, park-and-rides, bicycle/pedestrian)?
In your response, include how the multimodal partnerships for this project will improve or enhance access to social services.
What efficiencies will be gained within the service area as a result of this project?

Multimodal Partnerships*:

Snotrac's partners include transit, paratransit, and volunteer driver programs, all of which connect to other transportation options, such as ferries, airlines, light rail, and heavy rail trains.

Sound Transit's Link light rail opened to Lynnwood in 2024 and upcoming BRT includes the Sound Transit Stride Line and Community Transit's Swift Green Line Extension to UW Bothell, Swift Gold Line from Everett to Smokey Point, and a Swift Silver Line from Seaway to Silver Firs.

Snotrac has set specific, relevant policy priorities under our 5-year Strategic Plan's Goal 3:
- Creating a robust transit network that maximizes ridership in urban areas and serves non-drivers in the rural areas.
- Creating robust and accessible networks of walkway, bikeway, and trail networks, especially to access transit, schools, and parks.
- Creating affordable age- and ability-friendly communities for all people (transit-oriented development).

Through this work, we expect greater efficiencies in land use and transportation that reduce barriers and expand opportunities for people with special needs. Getting to transit centers will be easier, whether by bus, shuttle van, walking, or biking. More destinations and services will be in closer proximity to where people live. The cost to provide transit and other public services per person and per square-mile will be reduced.

Budget

Duration of Project

Duration of Project*: Four Years

Expenses

Expenses	If Other, List the Expense	** July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	Variance Between Biennia	** July 1, 2029 - June 30, 2031 (Projected)	Variance Between Biennia
Labor & Benefits		$423,936.00	$460,818.62	8.70%	$504,900.48	9.57%
Other	Indirect	$71,528.82	$74,377.41	3.98%	$81,815.15	10.00%
Other	Non-Labor	$52,923.18	$65,030.77	22.88%	$70,533.85	8.46%
Rent & Utilities		$45,000.00	$58,400.00	29.78%	$58,400.00	0.00%
		$593,388.00	**$658,626.80**		**$715,649.48**	

Sources of Revenue/Match

Revenue/Match Source	If Other, List the Source	** July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	** July 1, 2029 - June 30, 2031 (Projected)
Local: In-Kind		$45,000.00	$58,400.00	$58,400.00
Local: Other	Cash Match from Everett & Community Transit	$30,000.00	$30,000.00	$30,000.00

Fares and Donations

Row	July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	July 1, 2029 - June 30, 2031 (Projected)
Fares and rides donations	$0.00	$0.00	$0.00

Variances

Variance between 2025-2027 and 2027-2029: 10.99%

Variance between 2027-2029 and 2029-2031: 8.66%

Variances:

Standard inflation accounts for the variation. We are also accounting for the in-kind contribution of office space and room rentals differently by putting it into our budget.

Other Sources and In-Kind Match

Other Sources*:

Everett Transit and Community Transit

Are you using in-kind match?*: Yes

You must provide an in-kind valuation plan in the Attachments section.

Describe the in-kind match:

In-kind match includes free office space at Everett Station and use of meeting rooms at Everett Station and Community Transit's headquarters.

Other Support

Other Support:

Snotrac has received commitments for a total of $46,500/year in cash contributions and $29,200/year in in-kind contributions from local partners, for a total of $151,400 for the first biennium, equal to 22.3% of the grant request to WSDOT. Of this amount, Snotrac is committing 100% of the in-kinded contributions as match to the Consolidated Grant ($58,400/biennium). In addition Snotrac is committing $30,000 of cash contributions to each biennium.

IN-KIND CONTRIBUTIONS (matched to grant)
Everett Transit: $13,200/yr in office space; $8,000/yr in meeting room use

Community Transit: $8,000/yr in conference room use.

Total value of in-kind contributions = $29,200/yr or $58,400/biennium

CASH CONTRIBUTIONS:
Community Transit: $22,000/year.
City of Everett: $11,000/year
Sound Transit: $5,500/year
Homage Senior Services: $2,500/year
Snohomish County Human Services: $5,500/year

Total value of cash contributions = $46,500/yr or $93,000/biennium.

We hope to restrict as few of our cash contributions as possible while maintaining a 10% match rate for both biennia.

Budget Development Methodology

Budget development methodology*:

Snotrac has served as Snohomish County's mobility management coalition since our founding in 1999. For 25 years, Snotrac relied on fiscal agents to manage the coalition as a program of their organization. Workforce Snohomish was our most recent. In 2024, Snotrac incorporated as a nonprofit corporation and obtained its 501(c)(3) determination letter.

Within the 27-29 biennium, the grant budget will fund the activities listed in Snotrac's 25-29 Strategic Plan, adopted by the Snotrac Board. This strategic plan has guided Snotrac's work for 25-27, including the creation of our Mobility Navigation Program, which we will continue into the next biennium. Some initiatives in the Strategic Plan cannot be funded by the Consolidated Grant, and so Snotrac will use unrestricted or other funds.

Snotrac will update its strategic plan for 2029-2031 by working with its coalition partners and board members starting in 2008, culminating in adoption in 2029.

On the revenue side, the program budget was initially based on bringing Snotrac's mobility management funding in alignment with the mobility coalition work in King County on a per-capita basis for 25-27. In addition, the funding request reflected Snotrac taking over Homage's previous outreach program

On the expense side, the budget is based on funding an executive director, navigation program manager, and 3-5 part-time bilingual mobility navigators. Expenses for trainings, travel, supplies, etc. are included. Within the program operational expenses, sub-line-items include: phone/internet, supplies, software, web/email, conferences, travel, training, memberships, subscriptions, materials/printing/publications, and translation services. All of these costs are estimable based on expenses over the past year. We presume an average rate of inflation of 10% over the two year period (approx. 4.9% per year)

Summary

July 1, 2027 - June 30, 2029

Total Expenses:	$658,626.80
Match Total:	$88,400.00
Requested Amount:	$570,226.80 This is the amount of grant funds your organization is requesting from July 1, 2027 - June 30, 2029
Percentage of Match:	13.42%

July 1, 2029 - June 30, 2031

Total Expenses:	$715,649.48
Match Total:	$88,400.00
Requested Amount:	$627,249.48 This is the amount of grant funds your organization is requesting from July 1, 2029 - June 30, 2031
Percentage of Match:	12.35%

Indirect Costs

Indirect Costs

Are you charging indirect costs to this grant/project?*:	Yes

Select the method your organization uses to apply indirect costs to this project.

Method*:	De minimis rate self-certification

Measurable Outcomes

Measurable Outcomes

For mobility management, summarize the intended outputs of this project in both quantitative (statistical) and qualitative (narrative) formats.

There may be some projects where traditional performance measures (e.g., revenue vehicle hours/miles, passenger trips) do not apply.
In those cases, quantitative objectives can be used instead by submitting the following information: the number of trainings conducted, outreach events completed, passengers served, or other measurable outcomes generated by this project.

Identify the data sources and monitoring processes you will use to track these outcomes.

Be sure to include a quantitative output, as this will serve as the baseline measurement for your next biennium application. Qualitative measures are optional.

Intended Outputs*:

Snotrac will report its 2027-31 outputs to WSDOT based on PSRC's established performance measurements. In addition, Snotrac will track several other measurables, which it will upload as an attachment to each quarterly report.

MOBILITY COALITION
- Annual Partner Satisfaction Level of Performance: at least 90% satisfied
- # of mobility coalition meetings: 64 (12 Partner, 12 Board, 40 subcounty & topical meetings)
- # of unique participants in coalition meetings: 300
- # of unique agencies represented at the meetings: 125
- # of CBOs / EFA Organizations that Participate in Coalition Meetings: 10
- Provider-reported improvement in cross-county coordination, collected through post-meeting survey or other feedback: qualitative

Internally tracked:
- Average Meeting Attendance of Partner Meetings: 47

MOBILITY NAVIGATION
- Total # of people engaged through outreach efforts: 5,000 people
- Total # of training sessions: 132

Internally tracked:
- Instances Mobility Map Updated & Published: 2
- # of Navigation Workshops/Presentations: 50
- # of Workshops/Presentations Held in Partnership with EFA Organizations: 20
- # of Workshop Participants: 1,000
- # of Tailored/Individualized Trainings: 30
- # of Field Trips: 52
- # of People Graduated from 30-Day Training: 400
- # of Community Events Where Snotrac Tabled: 150
- # of People Engaged via Tabling at Community Events: 3,750
- # of CBO/EFA Resource Navigators & Similar Staff Trained: 50
- # of Leadership Development Training Participants: 30
- # of People Reached via Podcasts & Social Media Video Recordings: 10,000

BOTH COALITION & NAVIGATION (internal)
- Percentage of Strategic Plan activities and funded initiatives substantially met: 90%

Snotrac tracks all meeting attendance, as well as performance toward achieving other targets, within a database, which it uses for its quarterly reporting to WSDOT. A summary spreadsheet PDF is uploaded with each quarterly report.

A qualitative, narrative-based assessment is also provided with each quarterly report, including an attached narrative of our mobility navigation work with stories and photos.

NOTES
- EFA is a term-of-art used by PSRC for "Equity Focus Area" geographies with high populations of people of color, LEP, low income, disability, older age, youth, and tribal status.
- CBOs means "community-based organization." Generally this means a nonprofit organization that serves an EFA. Snotrac will partnerships with CBOs that are led by the community they serve.

How will your organization measure whether the project is successful?
Describe the steps you will take to improve performance if your project does not meet the identified performance targets.

Project Success Measurement*:

Snotrac works with PSRC to develop performance metrics for mobility management coalitions and training programs (see "intended Outputs"). To determine project success, we apply these performance measures to our mobility coalition and navigator programs.

Snotrac's 5-year Strategic Plan includes 4 goals: (1) The collective transit system is convenient to all people; (2) All residents know their available transportation services, can easily plan and schedule trips, and frequently choose non-driving options; (3) Snotrac and residents are strong voices for creating better communities and transportation systems; and (4) Priority populations will remain safe during public emergencies. Under these 4 goals, the strategic plan lists 27 activities and 16 initiatives.

Through a 9-month strategic planning process, these goals were identified by Snotrac Partners and Board members as the highest priorities for improving the efficiency and efficacy of transportation services for priority populations within Snohomish County.

For example, under Goal 1, there is a proposed initiative to encourage blending of public transit funding to support nonprofit specialized transportation services within rural PTBA service areas. Because public transit agencies are tasked with serving the most people possible, so they naturally need to focus most of their resources to urbanized areas. Meanwhile nonprofit transportation providers have lower operating costs and can receive Consolidated Grant and community support funding, especially for service in rural areas. This presents an opportunity for public transit agencies to invest a small amount in local nonprofit transportation providers to provide increased service in rural areas of their PTBA, benefiting both urban and rural areas. King County Metro and Snoqualmie Valley Transit already have a similar model. Snotrac continues to encourage this model to be implemented in Snohomish County.

To measure success in achieving our goals, we will use the metrics outlined in this "Measurable Outcomes" section. Performance on each activity and funded initiative will also be given project timeframes and tracked towards percentage completion. Snotrac tracks performance within a database, which is summarized in a spreadsheet PDF reported quarterly to both our Board and WSDOT. If metrics are not accomplished on time, the Board may require staff to rectify delinquency or recommend changes to the strategies or metrics.

Milestones

Readiness to Proceed

Will your project be ready to proceed at the start of the biennium?*: Yes

Milestones

Activities	Date (mm/yy)
Project Start	07/27
Project Complete	06/31

Supplemental Information

Supplemental Information

Supplemental Information:

This proposal references Snotrac's 5-Year Strategic Plan, which provides much greater detail on Snotrac's goals, activities, and initiatives, which is included in the supplemental attachment to this application.

Snotrac's major accomplishments since 2020 include:

- Managing the study and recommendations for the launch of Snow Goose Transit.
- Piloting the D'Arling Direct between Darrington and Arlington.
- Publishing a 44-page North Snohomish County Transit Guidebook.
- Increasing average attendance at Partner Meetings from 30 to nearly 50 people.
- Having nearly 150 different agencies and organizations attend our meetings.
- Holding a Universal Design Forum and publishing a white paper.
- Creating an Equitable Community Engagement Best Practices Guide for transit and public works agencies.
- Drawing public attention to nondriver causes through the Week Without Driving, TDM Week, World Day of Remembrance, Transit Equity Day, Bike Month, Ride Transit Month, and Rural Transit Day.
- Setting a regional and national standard for transportation needs assessments with the 2024 Regional Mobility Survey for Priority Populations.
- Presenting on HEAL Act implementation three times and providing comments to the state Environmental Justice Council.
- Securing funding for community-based organizations to conduct in-language outreach to low income, Latino-dominant neighborhood about the future of light rail. This led to significant focus by the City of Everett on the neighborhood, including an upcoming new sub-area plan to fight displacement and build safer roads, as well as the evolution of a nonprofit into a community development corporation to support the area.
- In August 2024, Snotrac co-organized the largest evening celebration of light rail arriving to Snohomish County, with more than 30,000 attendees and 210 agencies, organizations, & businesses in attendance.

In the past year, we've taken an even bigger step with the launch of our bilingual Mobility Navigation Program.

With our program manager and three Spanish-speaking navigators, we have already trained thousands of residents. Now we're looking to hire two more navigators who speak other languages to expand our capabilities and impact further.

We have also started transit encouragement programs, modeled after TDM-style challenges. Branded "BUS IT!" (similar to Pizza Hut's BOOK IT! campaign from the 1990s, community members are encouraged to track their public and nonprofit transportation trips for donated prizes. This program provides a fun platform to teach residents about all of Snohomish County's transportation services, including NEMT, Homage TAP, Northshore, Snow Goose Transit, and DC Direct.

The Consolidated Grant funding also provides us with a platform to engage in the community in other ways. Funding by a different WSDOT grant, we are currently standing up a 10-site bicycle library program, providing the clients of our EFA CBO partners with free access to e-bikes for transportation purposes, helping to address mobility gaps for priority populations.

In addition, funded by a Sandy Williams Connecting Communities Grant, we will soon be support the City of Everett with community engagement on reimagining Evergreen Way as a safer, more welcoming street for all people, no matter how they get around.

Both of these other funding opportunities will allow us to expand our Mobility Navigator team by an additional two positions and help us establish deeper roots in the designated "overburdened communities" of the county.

The funding of our Mobility Management Coalition and Navigation programs is foundational for expanding transportation options and creating and connecting age- and ability-friendly communities for all people in Snohomish County.

Vulnerable Populations in Overburdened Communities & Tribes

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits your project provides to vulnerable populations using the descriptions above, if applicable. Explain how your project delivers these benefits and the impact it will have on the populations served.

Vulnerable Populations in Overburdened Communities*:

Snotrac focuses on the mobility needs of people of color, LEP, low income, disabilities, older age, and youth. Each of these populations tend to be disproportionately impacted by poor air quality, traffic violence, and poor transit service. Moreover, the top factor for intergenerational socio-economic mobility is zip-code related: the number of job opportunities near one's home.

Snotrac's efforts to improve conditions for vulnerable populations within overburdened communities (and equity-focused areas (EFAs), are both comprehensive and targeted.

For example, Northwest Snohomish County, the North and South Stillaguamish Valleys, and the Skykomish Valley have a high percentage of people with disabilities and are designated as EFAs by PSRC. In these rural areas, Snotrac has focused on supporting Homage TAP and creating new flex route transit services to better serve people with disabilities.

Along the I-5 and SR99 corridors in Southwest Snohomish County, there are more people of color and a greater concentration of poverty, and

PSRC has designated as EFAs in this area for this reason. In addition, the state Environmental Health Disparities Map identifies many of these census tracts as "overburdened communities," primarily due to the transportation-related diesel emissions. In these areas, Snotrac has encouraged safer streets and more frequent transit service.

If these populations were engaged by you or your representatives in developing or maintaining the project, describe the outreach efforts and results. Include details such as methods used to engage the community, feedback received, and how the input influenced the project?s design or implementation.

Inclusive outreach in planning:

Snotrac's work plan is based on the Strategic Plan that was developed over 9 months of Partner and Board meetings, and is informed by the 2024 Regional Mobility Survey for Priority Populations, and conversations with staff of EFA CBOs.

Most of our Mobility Navigation work is in partnership with EFA CBOs, such as the Latino Educational Training Institute, Connect Casino Road, and Well Being Community Center, and conducted within state-designated census tracts as "overburdened communities." Approximately 48% of our participants are Spanish-speaking. After our trainings, we conduct feedback surveys. From the feedback, the top transportation barrier we hear is a lack of knowledge of how to use the transit system. This speaks to the need to continue our bilingual Mobility Navigation Program.

Approx. 7% of our participants have spoken Ukrainian, so we are in the process of adding new navigators to our team who speak other languages than English and Spanish.

Tribal Support

Is this project directly operated by a tribe?*: No

Is your project serving and is it supported by a tribal nation in Washington?: No

Environmental Justice

Environmental Justice Assessment (EJA)

You must conduct an Environmental Justice Assessment (EJA) if you apply for $15 million or more in grant funds.

Are you requesting $15 million or more in WSDOT funds for your proposed project?*: No

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Required for all projects						
Population density map	✔	Snohomish County Population Density Map	Snotrac - Density Map.pdf	pdf	257 KB	09/07/2026 05:54 PM
Service area map	✔	Snotrac Service Area Map	Snotrac - Location Map.pdf	pdf	274 KB	09/07/2026 05:54 PM
Required for new nonprofit applicants only						
501(c) IRS Letter of Determination		Snotrac 501(c) Determination Letter	FinalLetter_93-1580217_SNOHOMISHCOUNTYTRANSPORTATIONCOALITION_06022023_00.pdf	pdf	133 KB	09/07/2026 05:55 PM
WA Utilities & Transportation Commission (UTC) Certification (required for new nonprofit applicants that are direct service providers)						
Conditionally required						

Indirect costs documentation - de minimis rate self-certification; negotiated indirect cost rate letter from cognizant agency; or a cost allocation plan	Snotrac Indirect Rate Policy	Snotrac Policy 0007 - Indirect Rate.pdf	pdf	155 KB	09/07/2026 05:58 PM
In-kind match valuation proposal (required for operating & mobility management projects that are proposing to use in-kind as matching funds)	Snotrac In-Kind Contribution Valuation Proposal, with explanation and draft lease agreement under review by FTA.	Snotrac 2026 In-Kind Contribution Valuation Proposal for upload.pdf	pdf	734 KB	09/08/2026 04:16 PM
Procurement policy (required for new applicants or existing grantees without a current policy on file with WSDOT if this project includes the procurement of services or capital assets)					
Correspondence from a tribe in support of your project (if project is serving and supported by tribe(s). Not required if the applicant is a tribe.)					
Optional attachments					
Letters committing matching funds	Match Letters for Snotrac	Match Letters - Snotrac 2027-2031.pdf	pdf	523 KB	09/09/2026 11:17 AM
Letter of concurrence (for projects that operate in multiple planning regions)					
Letters of support (combine into one file attachment)	Joint Letter of Support for Snotrac's Grant Application with 43 agencies, organizations, and elected officials.	Snotrac 2026 Consolidated Grant App - Joint Letter of Support Sign-on 1.pdf	pdf	117 KB	09/09/2026 11:14 AM
Supplemental information	Supplemental: (1) Snotrac Annual Satisfaction Survey and Highlights of Snotrac Programs; (2) Community Listening in Practice; (3) Snotrac Strategic Plan	Supplemental to Snotrac 2026 CG Application.pdf	pdf	8 MB	09/08/2026 11:34 AM
Optional construction attachments					
NEPA/SEPA assessment, if available					
Supplemental construction project information (building or site designs, site plans, location exhibits, etc.), if available					

Certification

Certification

I certify, to the best of my knowledge, that the information in this application is true and accurate and that this organization has the necessary fiscal, data collection, and managerial capabilities to implement and manage the project associated with this application:

Certification*:	Yes
Application Authority*:	Brock Howell First Name Last Name
Title*:	Executive Director
Date*:	09/08/2026

Joint Letter of Support: 2027-2031 Consolidated Grant Application for Snotrac

September 8, 2026

To Whom It May Concern:

The undersigned agencies, organizations, and officials strongly support the Snohomish County Transportation Coalition (Snotrac) submission for the Public Transportation Consolidated Grant Application to the Puget Sound Regional Council and the Washington State Department of Transportation for the 2027-2029 and 2029-2031 biennia.

Snotrac is a diverse partnership. Snotrac's mission of "working with the public and decision-makers in Snohomish County and beyond to create and connect affordable, age- and ability-friendly communities for all people" is in alignment with our shared missions among our organizations. Snotrac is committed to achieving equitable access and improving quality of life for anyone with transportation challenges in, to, and from our county. The primary goal of Snotrac is to collaborate with diverse groups to eliminate transportation gaps and capitalize on opportunities.

We are excited for Snotrac to continue implementing its robust 2025-2029 Strategic Plan that outlines concrete activities and performance measurements that will address many of our challenges for several priority populations, including people, disabilities, low income, older age, youth, race, and language, as well as tribes. In addition, with major changes occurring to fixed-route transit services, Snotrac is focused on improving access for all people to light rail and bus rapid transit.

Snotrac has also been a recent leader in helping facilitate conversations for new mobility services, including the launch of Snow Goose Transit and D'Arling Direct, and for coordinating the Regional Mobility Survey for Priority Populations.

With this grant, Snotrac will also continue its new mobility navigation program. This is a needed service to ensure residents understand the many different transportation services across the county. Snotrac plays a unique position in leading this outreach and education of community members as a neutral, central organization to all transportation providers of the county.

As active partners of Snotrac, we rely on a fully funded and staffed Snotrac through the WSDOT Mobility Management Grant Program for our coalition to continue to innovate and effectively achieve our goals and objectives. Snotrac provides necessary increased awareness, helps fill transportation gaps, builds capacity in our region, and increases the availability and effectiveness of transportation options in Snohomish County. As a result, people of Snohomish

County are better able to move and thrive in their community no matter whether they have special transportation needs.

We collectively and wholeheartedly recommend Snotrac receive Consolidated Grant funding.

Sincerely,

Jamie Coonts, Executive Director
The Arc of Snohomish County

Matthew Hertzog, Sr. Mgr. of Programs & Ops.
Center for Independence

Mary Cline-Stively, Chief Executive Director
ChildStrive

Don Vanney, Mayor
City of Arlington

Mason Thompson, Mayor
City of Bothell

Cassie Franklin, Mayor
City of Everett

Mary Bredereck, Executive Director
Community Resource Center of Stanwood-Camano

Ric Ilgenfritz, CEO
Community Transit

Angie Coulter, Executive Director
Community Transportation Association NW

Alvaro Guillen, Executive Director
Connect Casino Road

Raechel Morera, Director of Community Engagement
Economic Alliance Snohomish County

Mike Schmieder, Director
Everett Transit

Jay King, CEO
Homage Senior Services

Susan Carter, VP of Transportation
Hopelink

Dylan Gschwind, Project Manager
Leafline Trails Coalition

Tina Vlasaty, Deputy Director
LISC Puget Sound

Justin Bergener, Chief Executive Officer
Medstar Transportation

Gordon Black
North Sound Bicycle Advocates

Nathan Phillips, Chief Executive Officer
Northshore Senior Center

Christina Strand, Board President
Sharing Wheels Community Bike Shop

Anna Gibson, Director of Early Support Services
Sherwood Community Services

Crystle Stidham, CEO
Skagit Transit

Jennifer Crouse, Executive Director
Sky Valley Chamber of Commerce

Megan Dunn, Councilmember & Chair
Snohomish County Council, District 2

Strom Peterson, Councilmember
Snohomish County Council, District 3

Jared Mead, Councilmember
Snohomish County Council, District 4

Sam Low, Councilmember & Vice Chair
Snohomish County Council, District 5

Kim Van Pelt, Director
Snohomish County Health Department

M.J. Brell-Vujovic, Director
Snohomish County Human Services

Kelly Snyder, Director
Snohomish County Public Works

Stacey McShane, Task Force Manager
Snohomish County Target Zero Task Force

Amy Biggs, Director
Snoqualmie Valley Transportation

Melissa Johnson, Transportation Director
Snow Goose Transit

Phirun Lach, Interim Chief Programs Officer
Sound Generations

Jessyn Farrell, Executive Director of
Government & Community Relations
Sound Transit

Ardis Schmiege, Superintendent/CEO
Stilly Valley Health Connections
Public Hospital District #3, Snohomish County

Sarah Morgan, Executive Director
Take the Next Step

Henry Sladek, Mayor
Town of Skykomish

Kirk Hovenkotter, Executive Director
Transportation Choices Coalition

Kristi Meyers, Interim CEO & Chief Operating Officer
Volunteers of America Western Washington

*Rachel Schaeffe*r, Statewide Coalition Officer
Washington Bikes
Cascade Bicycle Club

Pa Ousman Joof, Executive Director
Washington West African Center

communitytransit

Ric Ilgenfritz, Chief Executive Officer

September 1, 2026

Brock Howell
Executive Director
Snohomish County Transportation Coalition
3201 Smith Ave, Suite 200
Everett, WA 98201

RE: 2027-2031 Consolidated Grant Application for Snotrac

Dear Mr. Howell,

Community Transit is pleased to continue to support the Snohomish County Transportation Coalition (Snotrac) submission for the Public Transportation Consolidated Grant Application to the Washington State Department of Transportation for the 2027-2031 biennia.

Our support of this grant application is accompanied by a commitment to a contribution of $22,000 annually for the 2027-29 biennium and 2029-2031 biennium, and in-kind use of conference room space (with a baseline value of $50/hr., for an opportunity of up to 160 hours per year). In the event of consolidation of Everett Transit and Community Transit, an additional contribution will be considered for the 2029-2031 biennium.

Snotrac will provide at least six weeks' notice to gain approval for use and authorization of conference room space (subject to availability) for the 2027-2031 period.

Respectfully,

Melissa Cauley

Melissa Cauley
Chief Planning & Development Officer
Community Transit

EVERETT
WASHINGTON

September 8, 2026

Brock Howell, Executive Director
Snohomish County Transportation Coalition
3201 Smith Ave
Everett, WA 98201

RE: 2027-2031 Consolidated Grant Application for Snotrac

Dear Mr. Howell,

The City of Everett is pleased to continue to support the Snohomish County Transportation Coalition (Snotrac) submission for the Public Transportation Consolidated Grant Application to the Washington State Department of Transportation for the 2027-2031 biennia.

Our support of this grant application is accompanied by a commitment to a contribution of $11,000 annually for the 2027-2029 biennium and a 10% increase for the 2029-2031 biennium, as well as in-kinded conference room space (valued at $50/hour, for 160 hours per year) at Everett Station, and in-kinded 550 square-feet of office space (valued $13,200 per year).

The total cash + in-kind value is $32,200 per year.

Sincerely,

Cassie Franklin, Mayor
City of Everett

2930 Wetmore Ave.,
Ste. 10-A
Everett, WA 98201

425.257.7115
425.257.8729 fax

everettwa.gov

August 31, 2026

Brock Howell, Executive Director
Snohomish County Transportation Coalition
3201 Smith Ave, Suite 200
Everett, WA 98201

Subject: Re: 2027-2031 Consolidated Grant Application for Snotrac

Dear Mr. Howell,

Sound Transit is pleased to support the Snohomish County Transportation Coalition (Snotrac) submission for the Public Transportation Consolidated Grant Application to the Washington State Department of Transportation for the bienniums of 2027-2029 and 2029-2031.

In support of our joint efforts to promote mobility within the Central Puget Sound Region, Sound Transit commits to providing $5,500 per year for 2027-2029 and $6,050 per year for 2029-2031 in support of the activities and initiatives outlined in Snotrac's Consolidated Grant application for the upcoming bienniums of 2027-2029 and 2029-2031.

These funds will be used by Snotrac to support mobility in the region through its current projects These resources will assist transportation users in Snohomish County, as well as the rest of the Central Puget Sound, and support the Snotrac's mission of creating and connect affordable, age- and ability-friendly communities for all people

Should you have any questions, please feel free to contact Erik Ashlie-Vinke, Government & Community Relations Director, 425-298-3795.

Sincerely,

Erik Ashlie-Vinke
Government & Community Relations Director
North Corridor
Sound Transit

Snohomish County
Human Services

3000 Rockefeller Ave., M/S 305
Everett, WA 98201-4046
(425) 388-7200
FAX (425) 259-1444
www.snoco.org

Dave Somers
County Executive

September 8, 2026

Mr. Brock Howell, Executive Director
Snohomish County Transportation Coalition
3201 Smith Ave, Suite 200
Everett, WA 98201

RE: 2027-2029 Consolidated Grant Application for Snotrac

Dear Mr. Howell:

The Snohomish County Human Services Department is pleased to support the Snohomish County Transportation Coalition (Snotrac) submission for the Public Transportation Consolidated Grant Application to the Washington State Department of Transportation for the 2027-2031 biennia.

Our support of this grant application is accompanied by a contribution of $5,500 annually for Snotrac's 2027-29 biennium, and increased by 10% for the 2029-31 biennium.

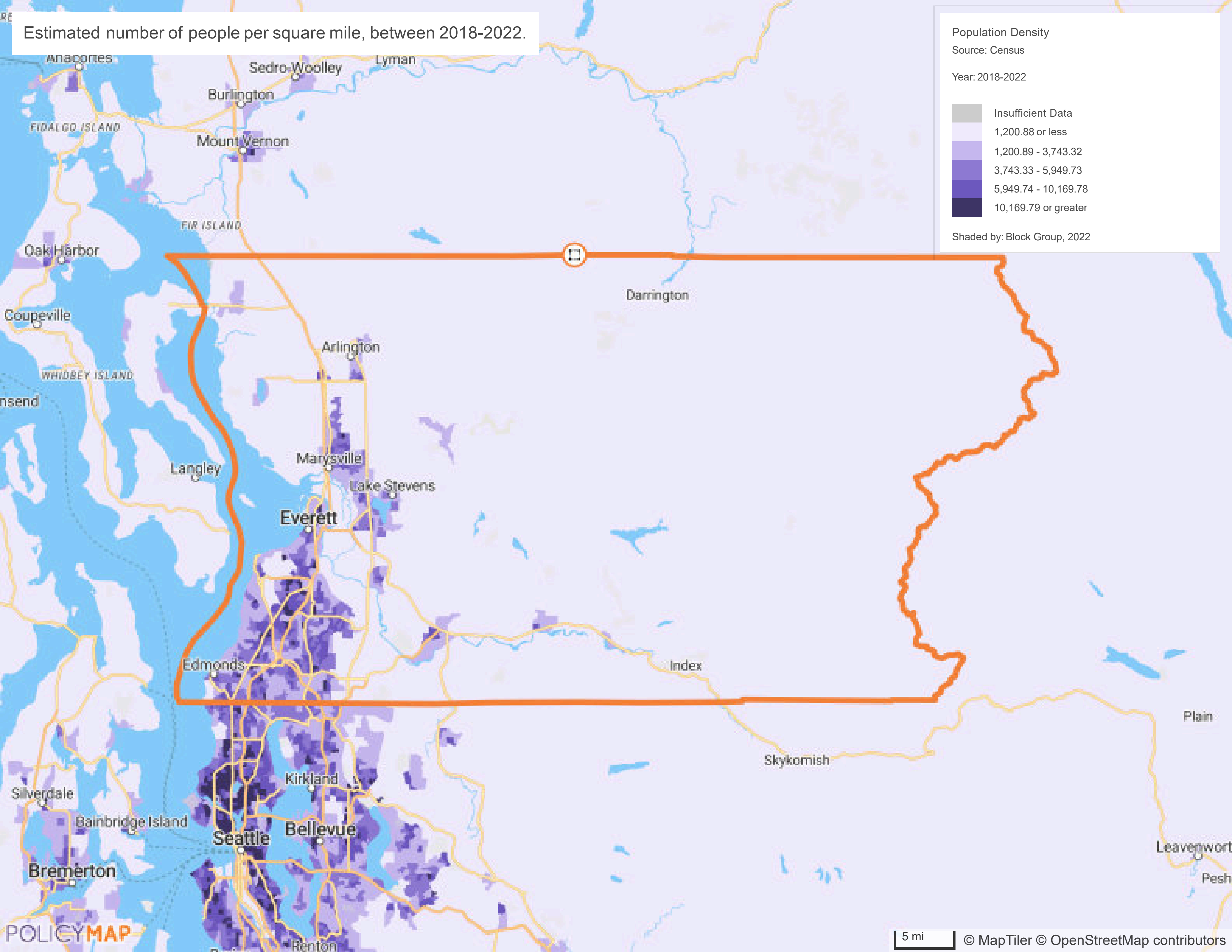
The Snohomish County Human Services Department has a long history of collaborating with Snotrac in your efforts to improve transportation for low-income individuals, youth, people with disabilities, and older adults. Human Services clients are well-represented among these populations and our department is committed to continuing our work with Snotrac to improve their transportation options.

Sincerely,

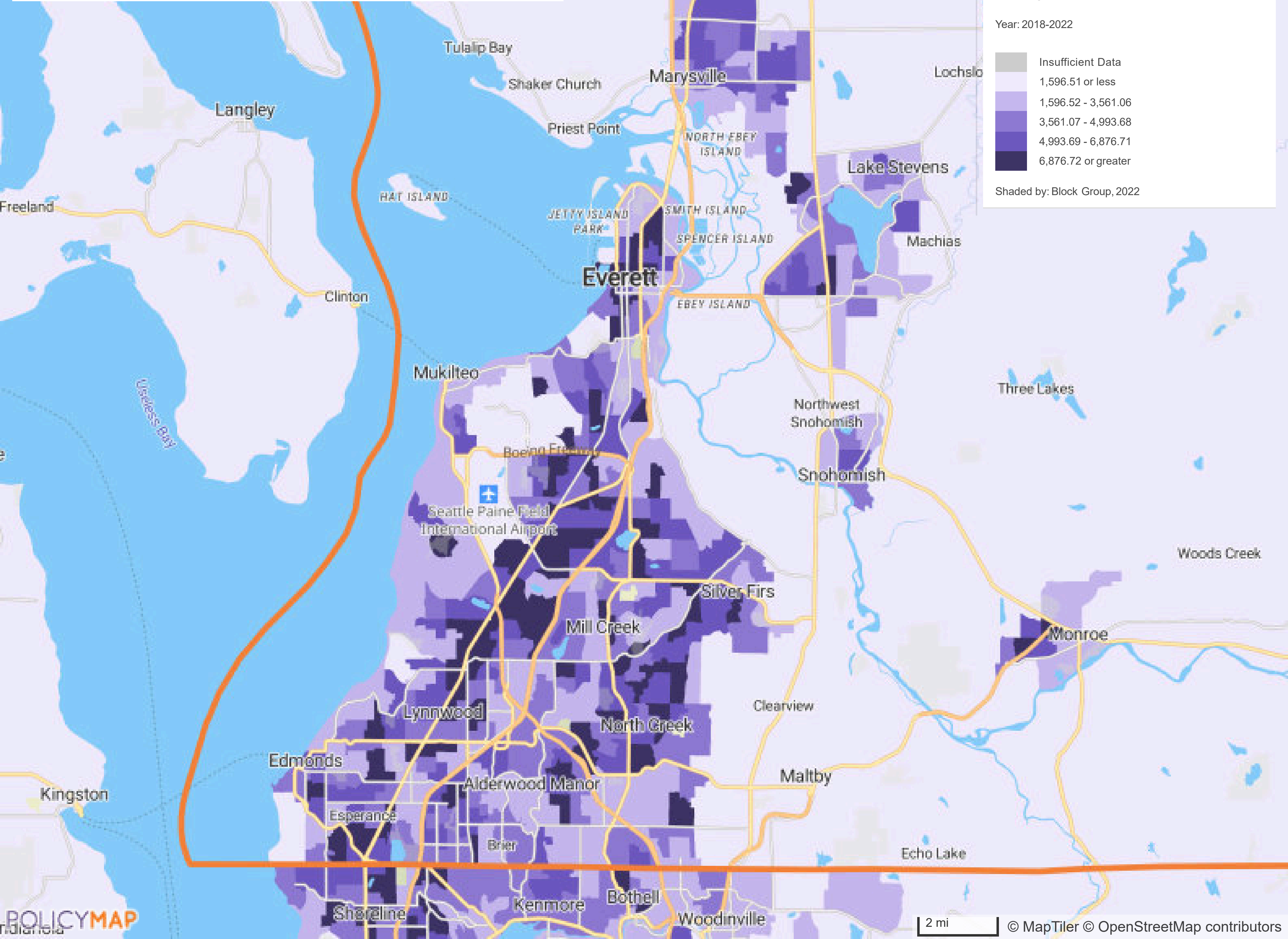
Mary Jane Vujovic

Mary Jane Brell Vujovic, Director
Snohomish County Human Services Department

cc: Nate Marti, Planning and Evaluation Division Manager


Estimated number of people per square mile, between 2018-2022.
Population Density
Source: Census
Year: 2018-2022
Insufficient Data
1,200.88 or less
1,200.89 - 3,743.32
3,743.33 - 5,949.73
5,949.74 - 10,169.78
10,169.79 or greater
Shaded by: Block Group, 2022
Anacortes
Sedro-Woolley
Lyman
Burlington
FIDALGO ISLAND
Mount Vernon
FIR ISLAND
Oak Harbor
Darrington
Coupeville
Arlington
WHIDBEY ISLAND
Langley
Marysville
Lake Stevens
Everett
Edmonds
Index
Plain
Skykomish
Kirkland
Silverdale
Bainbridge Island
Seattle
Bellevue
Bremerton
Leavenwort
Pesh
Renton
POLICYMAP
5 mi
© MapTiler © OpenStreetMap contributors

Estimated number of people per square mile, between 2018-2022.



In-kind match valuation proposal

Grant programs supplemental form

Applicant information

Organization: Snohomish County Transportation Coalition (Snotrac)
Project title: Snohomish County Mobility Management & Navigation
Name and title of person who calculated in-kind match: Brock Howell, Executive Director
Phone: 206-856-4788

Briefly describe the conditions by which you received the donated or discounted professional services, items, or facilities for this project: Everett Transit has long provided Snotrac in-kinded office space. We are entering into a lease agreement of $0 for the term of Oct. 1, 2026 to June 30, 2031. The estimated value as of 2026 is $13,200 per year. In addition, both Everett Transit and Community Transit will provide free conference room rentals for our program, at an annual estimated value of $8,000 each. The valuation is based on Everett Transit's rental fee schedule.

Donated or discounted items or facilities*

Donor name: Everett Transit / City of Everett
Item: Office Space
Fair market value: $13,200 / year
Number of items: 550 square feet
Total value: $13,200 / year

Briefly describe how you determined the fair market value of the item or facility: Based on going lease rates within the rest of the building.

Donor name: Everett Transit / City of Everett
Item: Conference Rooms
Fair market value: $50 / hour
Number of items: 160 hours / year
Total value: $8,000 / year

Briefly describe how you determined the fair market value of the item or facility: This is the going rate for nonprofits to rent conference rooms in Everett Station.

Donor name: Community Transit
Item: Conference Rooms
Fair market value: $50 / hour
Number of items: 160 hours / year
Total value: $8,000

Briefly describe how you determined the fair market value of the item or facility: Community Transit does not typically provide its space to outside entities. Valuation is based on the rates for renting rooms at Everett Station.

Total

Total match amount: $29,200 / year or $58,400 / biennium

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* If you are receiving discounted facilities (e.g., office space, parking) for exclusive use of the project, the fair market value is the difference between what your organization pays and what a typical renter would pay.

In-Kind Contribution Valuation Proposal

Everett Transit and Community Transit are providing in-kind contributions. The following provides an outline for how the value of the transit agencies' in-kind contributions were assessed.

Everett Transit

Office Space. Everett Transit provides office space to Snotrac at no cost. We are in the process of entering into a no-cost lease agreement for Oct. 1, 2026 through June 30, 2031 for 550 square-feet, at an annual value of $13,200.

Conference Room Use. Everett Transit charges $50/hour to organizations for use of its conference rooms at Everett Station. Everett Transit is willing to provide Snotrac with 160 hours per year of free use of its conference rooms. Based on the rate and hours, the value of use of Everett Station conference rooms has been determined to be $8,000/year.

Community Transit

Conference Room Use. Community Transit does not rent out its conference rooms, but is willing to provide Snotrac with the free use of its conference rooms at its headquarters for 160 hours per year. If Snotrac was not able to have free use of the Community Transit conference Rooms and instead had to rent conference rooms at Everett Station, it would cost Snotrac $50/hour. Based on this analysis, the value of the Community Transit conference rooms has been determined to be $8,000/year. Snotrac will provide at least six weeks notice to gain approval for use and authorization for conference room space.

Total Annual In-Kind Value = $29,200

STANDARD LEASE

This Lease is made as of the date of the Mayor's signature below, between the City of Everett, a Washington municipal corporation ("***Landlord***"), and the Tenant identified below in the Basic Lease Provisions ("***Tenant***").

1. BASIC LEASE PROVISIONS. The following definitions and provisions apply and are part of this Lease:

Tenant	Snohomish County Transportation Coalition (Snotrac)
	3201 Smith Ave, Suite 214
	Everett, WA 98201
	brock@gosnotrac.org
Base Rent	$ 0 per month.
Security Deposit	$ 0 (if "0" or left blank, then there is no security deposit)
Building	The building located at **3201 Smith Ave** in Everett, Washington, in which the Leased Premises is located. The legal description of real property on which the Building is located is attached as <u>Exhibit A</u>. If the parties determine that a drawing of the Leased Premises is necessary, it will also be included as part of <u>Exhibit A</u>.
Leased Premises	Approximately 550 square feet in Suite 214 on the 2nd floor of the Building as shown on Exhibit A.
Term	October 1, 2026 to June 30, 2031
Extension Term	The terms and conditions of Extension Term(s) are provided in <u>Exhibit B</u>.
Approved Use	Office uses.
Special Termination Right	Landlord may terminate this Lease for convenience at any time at Landlord's sole discretion effective upon 30 days prior written notice to Tenant. A termination for convenience is not a default under this Lease by either party, and Tenant's obligation to pay Base Rent and Additional Rent is only for Base Rent and Additional Rent accruing prior to the effective date of the termination for convenience.

Landlord Notice Address	Real Property Manager City of Everett 802 E. Mukilteo Blvd., Bldg. 100 Everett, WA 98201
Services Provided by Landlord	Electricity and A/C utilities; access to bathrooms on the 4th floor; mailbox; and 160 hours of conference room use per year.
Additional Requirements Regarding Signs	1. Landlord and Tenant agree that the rental value of 550 square feet in Suite 214 is $13,200 as an in-kind annual match contribution by Everett Transit toward a state grant. Landlord has discretion to periodically review and adjust the annual value to align with market rates. 2. SNOTRAC may allow a co-tenant of Suite 214 to use meeting spaces and common areas of SNOTRAC within the suite. 3. The doorway sign to the office space shall include Snotrac's name.
Additional Rules	N/A
Additional Provisions	Snotrac may allow a co-tenant of Suite 411 to use meeting spaces and common areas of Snotrac within the suite.
Landlord Work	If Landlord has agreed to construct improvements in the Leased Premises, such work is shown in <u>Exhibit C</u>. If there is no <u>Exhibit C</u>, Landlord has not agreed to construct any improvements in the Leased Premises.
Lease Guaranty	Name of Guarantor, if any: N/A. The terms and conditions of the Lease Guaranty, if any, are provided in <u>Exhibit D</u>. If there is no <u>Exhibit D</u>, then there is no Guarantor or Lease Guaranty.
Parking	The parking provisions of this Lease, if any, are provided in <u>Exhibit E</u>. If there is no <u>Exhibit E</u>, then there are no parking provisions applicable to this Lease.
Tenant Insurance Contact Information	Kathy Criswell
	425-775-6446
	Kathy.Criswell@highstreetins.com

2. LEASED PREMISES. Landlord leases to Tenant, and Tenant leases from Landlord, the Leased Premises. Tenant has examined the Leased Premises and is in all respects familiar with the Leased Premises and the improvements in the Leased Premises and Building. Tenant accepts the Leased Premises and its improvements in their "as is" condition. Tenant further acknowledges and agrees that (a) except as specifically provided in this Lease, Landlord has made no representations or warranties to Tenant with respect to the Leased Premises or the Building, (b) Tenant is not relying on any representations or warranties by any person regarding the Leased Premises or the Building, and (c) except for Landlord Work, if any, described in Section 1 and Exhibit C to this Lease, Landlord has no obligation to construct any improvements to the Leased Premises or the Building.

3. TERM. The term of this Lease is for the Term stated in Section 1 of this Lease. The terms and conditions of one or more Extension Terms, if any, are provided in the attached Exhibit B.

(a) If Landlord cannot deliver possession of the Leased Premises for any reason at the commencement of the Term, such non-delivery will not (i) cause Landlord liability for damages, (ii) cause the Lease to become void or voidable, or (iii) cause the Term to be extended. However, in such event Tenant will not be liable for rent until Landlord can deliver possession, and if possession is delayed by over ninety (90) days, Tenant may terminate this Lease by written notice to Landlord, so long as the written notice is delivered to Landlord prior to delivery of possession of the Leased Premises to Tenant.

(b) The Lease may be terminated by Landlord pursuant to its Special Termination Right set forth in Section 1 above, in addition to any other termination rights that may be contained in this Lease.

4. RENT. During the term of this Lease, Tenant shall pay the Base Rent by the first day of each calendar month of the Term to:

Treasurer

City of Everett

2930 Wetmore Avenue

Everett, WA 98201

or such other place as Landlord may from time to time designate in writing. Tenant shall also pay to Landlord items described as "***Additional Rent***" in this Lease, including, without limitation, Leasehold Excise Tax (as defined below). If any rent is, at any time, five (5) or more days past due, Tenant shall pay a late charge equal to ten percent (10%) of the past due rent. In addition, interest will accrue on the past due amount from the date due until paid in full at a per annum rate, which is the lesser of the highest interest rate permitted by applicable law or twelve percent (12%) per annum (the "***Default Rate***"). Tenant shall make all rent payments without deduction or offset. Rent for partial months, if any occur, will be prorated.

5. USE. Tenant shall use the Leased Premises only for the Approved Use stated in Section 1. Tenant shall not use or permit the use of the Leased Premises for any other use without the prior written consent of Landlord, which may be withheld at Landlord's sole discretion. Tenant shall abide by the rules and regulations governing the Leased Premises or the Building that may be made by Landlord from time to time, including, without limitation, those described in Section 1 above. Tenant shall use reasonable methods to induce customers, clients and all persons invited by Tenant to observe such rules and regulations.

6. COMPLIANCE WITH LAW. Tenant shall not do anything or suffer anything to be done in or about the Leased Premises which will in any way violate or conflict with any Governmental Requirements (as defined below). At its sole cost and expense, Tenant shall obtain all required permits in connection with its use, occupancy and operation of the Leased Premises and shall promptly comply with all Governmental Requirements. Should any Governmental Requirement now or hereafter be imposed on Landlord or Tenant by a state, federal or local governmental body charged with the establishment, regulation and enforcement of occupational, health or safety standards for employers, employees, landlords or tenants, then Tenant shall, at its sole cost and expense, comply promptly with such Governmental Requirements. Tenant shall be responsible, at its sole cost and expense, to make all alterations to the Leased Premises that are required to comply with Governmental Requirements. Tenant shall not use or permit the use of the Leased Premises in any manner that may create a nuisance. Tenant shall not use any machinery or equipment in the Leased Premises which might be injurious to the Leased Premises or to the Building or which might cause noise or vibration that would be objectionable to other persons. "***Governmental Requirements***" means any and all statutes, ordinances, codes, laws, rules, regulations, standards, orders and directives, now in force or which may hereafter be enacted or promulgated, of the United States of America, the State of Washington, any county, city, district, municipality or other governmental subdivision, court or agency or quasi-governmental agency with jurisdiction and any board, agency or authority associated with any such governmental entity, as now or later amended, promulgated or issued and all current or future final orders, judgments or decrees of any court with jurisdiction interpreting or enforcing any of the foregoing.

7. INSPECTION AND RIGHT-OF-ENTRY. Landlord and its agents shall have the right, but not the duty, to inspect the Leased Premises at any time to determine whether Tenant is complying with the terms of this Lease. If Tenant is not in compliance with this Lease, Landlord shall have the right, but not the duty, to immediately enter upon the Leased Premises to remedy any conditions or circumstances caused by Tenant's failure to comply with the terms hereof, and Tenant shall reimburse Landlord for all costs and expenses incurred by Landlord in connection with the remedy of such conditions or circumstances within thirty (30) days of demand.

8. MAINTENANCE OF PREMISES. Tenant shall at all times throughout the Term keep the Leased Premises in good order, condition and repair. Tenant shall maintain the Leased Premises in a clean, orderly and neat appearance, and shall not permit any offensive odors to emit from the Leased Premises and shall not commit waste nor permit any waste to be committed in the Leased Premises. Except for maintenance attributable (a) to Tenant's breach of its obligations under this Lease, (b) to Tenant's acts or omissions or those of Tenant's employees, agents or contractors, or (c) to improvements made by Tenant, Landlord shall maintain the roof, exterior walls, foundation, HVAC and building structure of the Leased Premises in a good state of repair.

9. LANDLORD'S ACCESS FOR REPAIRS. Landlord reserves the right to make repairs, alterations, connections or extensions to the Leased Premises and the Building as Landlord deems necessary ("***Landlord Repairs***"), and Tenant shall permit Landlord to enter the Leased Premises for the purpose of making Landlord Repairs at any time on reasonable notice (except in the case of an emergency in which case no notice shall be required). Tenant shall have no right to abate rent or receive any compensation by reason of inconvenience or annoyance arising from Landlord Repairs. This Section 9 does not create any duty on the part of Landlord to make Landlord Repairs. Tenant agrees to pay to Landlord as Additional Rent the entire cost of Landlord Repairs which are necessary due to Tenant's negligence or breach of this Lease together with a fee for overhead and administrative expenses equal to 10% of such costs.

10. LANDLORD-PROVIDED SERVICES. Landlord shall provide the Leased Premises with services as described in Section 1 of this Lease. Landlord shall in no case be liable for damages (including consequential damages) or in any way be responsible for the loss to Tenant of such services arising from the failure of, diminution of or interruption of such services to the Leased Premises, unless (a) such failure of, diminution of or interruption of any such service was caused by the gross negligence or willful misconduct of Landlord, its agents or contractors, and (b) any such claims are not covered by the business interruption insurance required to be maintained by Tenant pursuant to this Lease, nor will such failure of, diminution of or interruption be deemed an eviction of Tenant or release Tenant from any of Tenant's obligations under this Lease. To the extent that Landlord bears any responsibility for the foregoing, Landlord's responsibility and Tenant's remedy shall be limited to an abatement in Base Rent for the period beginning with (i)the day which is five (5) consecutive days after the date on which Tenant delivers notice to Landlord of such interruption, deprivation or reduction and of the fact that Tenant is being deprived of all reasonable use of the Leased Premises and ending on (ii) the date such interruption, deprivation or reduction which is Landlord's responsibility is no longer causing Tenant to be deprived of all reasonable use of the Leased Premises.

11. UTILITIES AND OTHER CHARGES.

(a) <u>Utility Charges</u>. With respect to services other than those described as Landlord-provided in Section 1 of this Lease, Tenant shall be responsible for, and pay prior to delinquency, all charges for utilities or services used or consumed on or supplied to the Leased Premises, including the charges, if any, for installing meters. Meter locations and installation methods shall be subject to Landlord's prior written consent, which may be withheld in its sole discretion.

(b) <u>Licenses and Taxes</u>. Tenant shall pay when due all license fees, excise taxes, business and occupation taxes and any other fees and taxes pertaining to the business conducted on the Leased Premises and all personal property taxes levied with respect to all personal property located at the Leased Premises.

(c) <u>Leasehold Excise Tax</u>. Tenant shall pay Landlord as Additional Rent, all leasehold excise tax, as required by RCW 82.29A or any other Governmental Requirement, in lieu of real property taxes, and any taxes levied or assessed in lieu of the foregoing, in whole or in part (collectively, "***Leasehold Excise Tax***"). Leasehold excise tax is calculated by the State of Washington using a percentage multiplier of either the rent required under this Lease or an imputed fair market value, and as a result, Tenant shall be responsible for any increases in leasehold excise tax that result from an increase in rent for the Leased Premises over the term of the Lease, or for the increases due to an increase in the statutory rate during the term of this Lease. If Tenant provides Landlord with a proof of exemption from payment of leasehold excise tax issued by the Washington State Department of Revenue, then Tenant shall not be required to pay leasehold excise tax for the period that such exemption is effective. If the exemption is of limited duration, Tenant shall be required to obtain documented renewal of such exemption and provide such to Landlord in order to claim continued exemption under this Lease. To the extent that any rent credit provisions are a part of this Lease, Tenant's obligation to pay leasehold excise tax shall not be obviated by such credit.

12. ALTERATIONS AND FIXTURES; SIGNS. Tenant shall not make or permit to be made any alterations, additions, improvements or installations in or to the Leased Premises (including telecommunication facilities), or place signs or other displays visible from outside of the Leased Premises (individually and collectively "***Tenant Alterations***"), without first obtaining the consent of Landlord, which may be withheld in Landlord's sole discretion. Tenant shall deliver to Landlord complete plans and specifications for any proposed Tenant Alterations and, if consent by Landlord is given, all such work shall be performed at Tenant's sole cost and expense by Landlord or, with Landlord's consent, by Tenant with contractors approved by Landlord. Tenant shall be authorized to perform Tenant Alterations only to the extent and under such terms and conditions as Landlord, in its absolute discretion, shall specify. All Tenant Alterations performed by Tenant shall be (a) completed in accordance with the plans and specifications approved by Landlord; (b) completed in accordance with all Governmental Requirements (including, without limitation, Chapter 39.12 RCW); (c) carried out promptly in a good and workmanlike manner; (d) completed with all new materials; and (e) free of defects in materials and workmanship.

13. SUBLETTING AND ASSIGNMENT.

(a) Assignment and Subletting by Tenant. Tenant shall not sublet the whole or any part of the Leased Premises, nor assign this Lease, or any part thereof, without the prior written consent of Landlord, which consent may be withheld at Landlord's sole discretion. This Lease is not assignable by operation of law. If Tenant is a corporation (or after incorporation), then any transfer of this Lease by merger, consolidation or liquidation, or any change in the ownership of, or power to vote the majority of Tenant's outstanding stock, will constitute an assignment for the purposes of this Section. If Tenant is a partnership or limited liability company, then any dissolution or termination of the partnership or limited liability company or change in control of the partnership or limited liability company or in a majority of the interests held by the partners or members thereof will constitute an assignment for purposes of this Section. Any assignment made by Tenant will not become effective until the assignee, in a written instrument acceptable to Landlord at Landlord's sole discretion, assumes this Lease and agrees to perform and be bound by all of the obligations of Tenant accruing under this Lease from and after the date of assignment. Regardless of Landlord's consent, no subletting or assignment shall release Tenant of Tenant's obligation or alter the primary liability of Tenant to pay rent and to perform all other obligations to be performed by Tenant under this Lease. Acceptance of rent by Landlord from any person other than Tenant will not be deemed to be a waiver by Landlord of any provision of this Lease. Consent to one assignment or subletting will not be deemed consent to any subsequent assignment or subletting. Whether or not Landlord consents to any proposed assignment of this Lease, Tenant shall pay Landlord's reasonable review and processing fees, as well as any reasonable professional fees (including, without limitation, attorneys', accountants', architects', engineers' and consultants' fees) incurred by Landlord not to be less than two thousand five hundred dollars ($2,500), within thirty (30) days after demand by Landlord.

(b) Assignment by Landlord. Landlord shall have the right to assign and transfer, in whole or in part, its rights and obligations under this Lease and in any and all of the Building and the real property upon which it is situated. If Landlord so assigns this Lease or sells or transfers any or all of the Building, Landlord shall, upon consummation of such assignment or transfer be released automatically from any liability under this Lease for obligations to be performed or observed after the date of the assignment or transfer. After the effective date of the assignment or transfer, Tenant must look solely to Landlord’s successor-in-interest for all liability and obligations hereunder.

14. SURRENDER OF LEASED PREMISES.

(a) Surrender. Tenant shall, at the expiration or earlier termination of this Lease, surrender and deliver the Leased Premises to Landlord (i) in as good condition as when received by Tenant from Landlord or as later improved, reasonable use and wear excepted, and (ii) free from any tenancy or occupancy by any person.

(b) Removal of Property. Upon the expiration or earlier termination of this Lease, Tenant may remove its personal property, office supplies and office furniture and equipment if (i) such items are readily moveable and are not attached to the Leased Premises; (ii) such removal is completed prior to the expiration or earlier termination of this Lease; and (iii) Tenant immediately repairs all damage caused by or resulting from such removal. All Tenant Alterations shall become the property of Landlord and shall remain upon and be surrendered with the Leased Premises, unless Landlord requires their removal. If removal is required, Tenant shall, at its sole cost and expense, remove all (or such portion as Landlord shall designate) of the Tenant Alterations, repair any damages resulting from such removal and return the Leased Premises to the same condition as existed prior to such Tenant Alterations.

(c) Holding Over. If Tenant holds over after the expiration of the term of the Lease with Landlord's express prior written consent, which may be withheld at Landlord’s sole discretion, such holding over will be construed as a tenancy from month-to-month on the terms and conditions set forth in this Lease, which tenancy may be terminated by either party upon at least thirty (30) days' written notice to the other party, effective as of the last day of a calendar month. If Tenant holds over after the expiration of the Term or earlier termination thereof without Landlord’s prior written consent, which may be withheld in Landlord’s sole discretion, such tenancy shall be a tenancy at sufferance, and shall not constitute a renewal hereof or an extension for any further term, and in such case Base Rent shall be payable at a daily rate equal to three times the amount of the daily Base Rent applicable during the last rental period of the Term under this Lease. Such tenancy shall be subject to every other applicable term, covenant and agreement contained herein. Nothing contained in this Section 14(c) shall be construed as consent by Landlord to any holding over by Tenant, and Landlord expressly reserves the right to require Tenant to surrender possession of the Leased Premises to Landlord as provided in this Lease upon the expiration or other termination of this Lease. If Tenant fails to surrender the

Leased Premises upon the termination or expiration of this Lease, in addition to any other liabilities to Landlord accruing therefrom, Tenant shall protect, defend, indemnify and hold Landlord harmless from all loss, costs (including reasonable attorneys' fees) and liability resulting from such failure, including, without limiting the generality of the foregoing, any claims made by any succeeding tenant founded upon such failure to surrender and any lost profits to Landlord resulting therefrom. Tenant agrees that any proceedings necessary to recover possession of the Leased Premises, whether before or after expiration of the Term, shall be considered an action to enforce the terms of this Lease for purposes of the awarding of any attorney's fees in connection therewith.

15. INDEMNIFICATION.

(a) Indemnity. Tenant shall indemnify, defend and hold harmless Landlord against and from any and all claims, actions, damages, liability, costs and expenses, including attorney's fees, arising out of or relating to (a) Tenant's use of the Leased Premises or from the conduct of Tenant's business or from any activity, work, or other things done or permitted by Tenant in or about the Leased Premises, (b) any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Lease, (c) any act or omission, negligence or willful misconduct of Tenant, or any officer, agent, employee, guest, or invitee of Tenant, and from all costs, damages, attorneys' fees and liabilities incurred in defense of any such claim in any action or proceeding brought thereon. Tenant, as a material part of the consideration to Landlord, hereby assumes all risk of damage to property or injury to persons in, upon or about the Leased Premises from any cause other than and to the extent of Landlord's gross negligence or willful misconduct. Tenant shall give prompt notice to Landlord in case of casualty or accident in the Leased Premises. This Section 15 shall survive the expiration or termination of this Lease. For the purposes of this Lease, the claims, actions, damages, liability and expenses for which Tenant must indemnify, defend and hold harmless the City are referred to as "***Covered Claims***".

(b) Concurrent Fault. This Section does not purport to indemnify Landlord against liability for Covered Claims caused by or resulting from the sole gross negligence or willful misconduct of Landlord, its officers, employees and agents. If Covered Claims are caused by or result from the concurrent negligence of (i) Landlord, its officers, employees or agents, and (ii) Tenant, its agents, servants, employees, officers, subcontractors, sublicensees, subtenants, successors or assigns, then this Section will provide Landlord the maximum indemnification permitted by law.

(c) Washington Law. This Section is specifically and expressly intended to constitute a waiver of Tenant's immunity under Washington's Industrial Insurance Act, RCW Title 51, to the full extent necessary to provide Landlord with a full and complete indemnity from claims made by Tenant and its employees, to maximum extent allowed by law. LANDLORD AND TENANT ACKNOWLEDGE THAT THE INDEMNIFICATION PROVISIONS OF THIS SECTION WERE SPECIFICALLY NEGOTIATED AND AGREED UPON BY THEM.

(d) Waiver and Release. Landlord shall not be liable to Tenant, or its directors, officers, shareholders, agents, employees, invitees, subtenants, contractors or licensees, for any loss, injury or damage to Tenant or any other person, or to its or their property, irrespective of the cause of such injury, damage or loss, unless, and then only to the extent, it is caused by or results from the gross negligence or willful misconduct of Landlord or its employees without contributory negligence on the part of Tenant or any of its directors, officers, shareholders, employees, agents, invitees, subtenants, licensees or contractors. As a material part of the consideration to Landlord for this Lease, Tenant hereby waives and releases all claims against Landlord with respect to all matters for which Landlord has disclaimed liability pursuant to the provisions of this Lease.

16. INSURANCE/WAIVER OF SUBROGATION.

(a) Tenant Insurance. Tenant shall, throughout the Term, at its own expense, keep and maintain in full force and effect each and every one of the following policies, each of which shall be endorsed as needed to provide that the insurance afforded by these policies is primary and that all insurance carried by Landlord and Landlord's self-insurance is strictly excess and secondary and shall not contribute with Tenant's liability insurance:

(i) A policy of commercial general liability insurance, including a contractual liability endorsement covering Tenant's obligations under Section 15 above, insuring against claims of bodily injury and death or property damage or loss with a combined single limit at the Commencement Date of this Lease of not less than Two Million Dollars ($2,000,000.00) per occurrence and location. Tenant shall include Landlord and Landlord's officers, elected officials, employees, agents, and volunteers as additional insureds. The limit shall be reasonably increased during the Term at Landlord's request.

(ii) "Special Form" property insurance (which is commonly called "all risk") covering Tenant Alterations and any and all furniture, fixtures, equipment, inventory, improvements and other property in or about the Leased Premises which is not owned by Landlord, for the then, entire current replacement cost of such property.

(iii) Business interruption insurance in an amount sufficient to cover costs, damages, lost income, expenses, Base Rent, Additional Rent and all other sums payable under this Lease, should any or all of the Leased Premises not be usable for a period of up to twelve (12) months.

(iv) A policy of worker's compensation insurance if and as required by applicable law and employer's liability insurance with limits of no less than One Million and No/100 Dollars ($1,000,000.00).

(v) In the event Tenant acquires company automobiles, a policy of comprehensive automobile liability insurance, including loading and unloading, and covering owned and hired vehicles with limits of no less than One Million Dollars ($1,000,000.00) per occurrence.

(b) All insurance policies required under this Section 16 shall be with companies having a rating according to Best's Insurance Key Rating Guide for Property – Casualties of no less than A- Class VII. Each policy shall provide that it is not subject to cancellation, lapse or reduction in coverage except after thirty (30) days' written notice to Landlord. Tenant shall deliver to Landlord, prior to the commencement of its occupation of the Leased Premises and, from time to time thereafter, at Landlord's request, certificates evidencing the existence and amounts of all such policies and copies of such insurance policies. There shall be no deductible amount applicable with respect to the Tenant's policy of commercial general liability insurance, unless approved in advance by Landlord in writing. Deductibles for Tenant's "special form" property insurance shall be commercially reasonable and customary. There shall be no self-insured retention with respect to the insurance requirements under this Section 16, unless approved in advance in writing by Landlord in its sole discretion.

(c) If Tenant fails to acquire or maintain any insurance or provide evidence of insurance required by this Section 16, Landlord may, but shall not be required to, obtain such insurance or evidence and the costs associated with obtaining such insurance or evidence shall be payable by Tenant to Landlord on demand together with a fee for overhead and administrative expenses equal to 10% of such costs.

(d) Receipt by the Landlord or the Landlord's designee of any certificate or other insurance document showing less coverage than required is not a waiver of Tenant's obligations to fulfill the requirements of this Section. No statement on a third-party website (such as a Trustlayer) that a requirement is "waived" or "overridden" is a waiver of Tenant's obligations to fulfill the requirements of this Section.

(e) <u>Waiver of Subrogation</u>. Tenant intends that its property loss risks shall be borne by reasonable insurance carriers to the extent above provided, and Tenant hereby agrees to look solely to, and seek recovery only from, its respective insurance carriers in the event of a property loss to the extent that such coverage is agreed to be provided hereunder. Tenant hereby waives all rights and claims for such losses, and waives all rights of subrogation of its respective insurers, provided such waiver of subrogation shall not affect the rights to the insured to recover thereunder. Tenant agrees that its respective insurance policies are now, or shall be, endorsed such that the waiver of subrogation shall not affect the right of the insured to recover thereunder, so long as no material additional premium is charged therefor.

17. DAMAGE OR DESTRUCTION BY FIRE OR OTHER CASUALTY.

(a) If the Leased Premises are damaged by fire, earthquake or other casualty ("***Casualty***"), Tenant shall give immediate written notice to Landlord. If Landlord estimates that (i) the damage can be repaired to meet Tenant's business needs within one hundred eighty (180) days after Landlord is notified by Tenant of such damage, and (ii) if there are sufficient insurance proceeds available to repair such damage, then Landlord shall proceed with reasonable diligence to restore the Leased Premises to substantially the condition which existed prior to the damage and this Lease shall not terminate. If either of the conditions set forth in (i) and (ii) of the previous sentence are not satisfied, then Landlord may elect, in its sole and absolute discretion, to either: (x) terminate this Lease or (y) restore the Leased Premises to substantially the same condition which existed prior to the damage and this Lease shall continue. Notice of Landlord's election shall be delivered to Tenant within ninety (90) days after the date Landlord receives written notice of the damage. Failure to deliver notice within the specified period shall be treated as an election not to restore. Tenant agrees to look to the provider of Tenant's insurance for coverage for the loss of Tenant's use of the Leased Premises and any other related losses or damages incurred by Tenant during any reconstruction period following a Casualty.

(b) If the Building is damaged by Casualty and more than fifty percent (50%) of the Building is rendered untenantable, without regard to whether the Leased Premises are affected by such damage, Landlord may, in its absolute discretion, elect to terminate this Lease by notice in writing to Tenant within thirty (30) days after the date Landlord receives written notice of the damage. Such notice shall be effective twenty (20) days after delivery to Tenant unless a later date is set forth in Landlord’s notice.

18. CONDEMNATION. If the property or any part thereof wherein the Leased Premises are located shall be taken by public or quasi-public authority under any power of eminent domain or condemnation, this Lease, at the option of Landlord shall terminate and Tenant shall have no claim or interest in or to any award of damages for such taking. In the case of a taking of a part of the Leased Premises or a portion of the Building not required for Tenant’s reasonable use of the Leased Premises, this Lease shall continue in full force and effect and the Base Rent shall be equitably reduced based on the proportion by which the floor area of the Leased Premises is reduced, such reduction in Base Rent to be effective as of the date the physical taking occurs. Landlord reserves all rights to damages or awards for any taking by eminent domain relating to the Leased Premises, the Building and the real property upon which the Building is situated, and the unexpired term of this Lease. Tenant assigns to Landlord any right Tenant may have to such damages or award and Tenant shall make no claim against Landlord for damages for termination of its leasehold interest or interference with Tenant’s business. Tenant shall have the right, however, to claim and recover from the condemning authority compensation for any loss to which Tenant may be entitled for Tenant’s moving expenses or other relocation costs if they are awarded separately to Tenant in the eminent domain proceedings and do not reduce the damages or award to Landlord.

19. EVENTS OF DEFAULT. Each of the following occurrences is an “***Event of Default***”:

(a) <u>Payment Default</u>. Tenant’s failure to pay rent or any other amount due under this Lease within five (5) days after Landlord has delivered written notice to Tenant that such amount is due; however, an Event of Default shall occur without any obligation of Landlord to give any written notice if Tenant fails to pay rent when due and, during the twelve (12) month interval preceding such failure, Landlord has given Tenant written notice of failure to pay rent on one (1) or more occasions;

(b) <u>Abandonment</u>. Tenant abandons or vacates the Leased Premises or any substantial portion of the Leased Premises combined with the non-payment of rent;

(c) <u>Other Defaults</u>. Except as otherwise provided in this Section 19 or elsewhere in this Lease, Tenant’s failure to perform, comply with, or observe any other agreement or obligation of Tenant under this Lease and the continuance of such failure for a period of more than thirty (30) days after Landlord has delivered to Tenant written notice thereof or such shorter or longer period expressly provided elsewhere in this Lease (provided, if the nature of Tenant's failure is such that more time is reasonably required in order to cure, an Event of Default shall not be deemed to have occurred and such failure may be cured if Tenant commences to cure such failure within such period and thereafter reasonably and diligently pursues the cure to completion, such period in no event to exceed ninety (90) days from the date of Landlord's original default notice);

(d) Insolvency. The filing of a petition by or against Tenant (the term "***Tenant***" shall include, for the purpose of this Section, any guarantor of Tenant's obligations hereunder) (i) in any bankruptcy or other insolvency proceeding; (ii) seeking any relief under any state or federal debtor relief law; (iii) for the appointment of a liquidator or receiver for all or substantially all of Tenant's property or for Tenant's interest in this Lease; (iv) for the reorganization or modification of Tenant's capital structure; or (v) in any assignment for the benefit of creditors proceeding; however, if such a petition is filed against Tenant, then such filing shall not be an Event of Default unless Tenant fails to have the proceedings initiated by such petition dismissed within ninety (90) days after its filing.

(e) Failure to Surrender. Tenant fails to surrender possession of the Leased Premises at the expiration or earlier termination of his Lease in the condition required by this Lease.

(f) Multiple Events of Default. Notwithstanding any cure periods specified in this Section 19, after the occurrence during the Term of any two events which after the giving of notice or the lapse of time would become an Event of Default, Tenant shall neither be entitled to notice nor an opportunity to cure and Landlord, at its option, may immediately declare an Event of Default.

20. REMEDIES. Upon any Event of Default, Landlord may, in addition to all other rights and remedies afforded Landlord under this Lease or by law or equity, take any one or more of the following actions:

(a) Termination of Lease. Terminate this Lease by giving Tenant written notice, in which event Tenant shall pay to Landlord the sum of (i) all rent accrued under this Lease through the date of termination, (ii) all other amounts due hereunder, plus interest at the Default Rate, and (iii) an amount equal to the total rent that Tenant would have been required to pay for the remainder of the Term discounted to present value based on the then U.S. Treasury yield rate for ten-year notes; or

(b) Termination of Possession. Terminate Tenant's right to possess the Leased Premises without terminating this Lease by giving written notice thereof to Tenant, in which event Tenant shall pay to Landlord (i) all rent and other amounts accrued under this Lease to the date of termination of possession, (ii) all amounts due from time to time, and (iii) all rent and other net sums required under this Lease to be paid by Tenant during the remainder of the Term, diminished by any net sums thereafter received by Landlord through reletting the Leased Premises during such period, after deducting all reasonable costs incurred by Landlord in reletting the Leased Premises. If Landlord elects to proceed under this subsection, Landlord may remove all of Tenant's property from the Leased Premises and store the same in a public warehouse at a reasonable cost to, and for the account of, Tenant, without becoming guilty of trespass, or liable for any reasonable loss or damage that may be occasioned thereby. Landlord shall use commercially reasonable efforts to relet the Leased Premises on such terms as Landlord in its sole discretion may determine (including a lease term different from the Term, rental concessions, use of brokers and alterations to, and improvement of, the Leased Premises); however, Landlord is not obligated to relet the Leased Premises before leasing other portions of the Building or property and Landlord is not obligated to accept any prospective tenant proposed by Tenant unless such proposed tenant meets all of Landlord's reasonable, then existing leasing criteria. Landlord shall not be liable for, nor shall Tenant's obligations under this Lease be diminished because of, Landlord's failure to relet the Leased Premises or to collect rent due for such reletting. Tenant is not entitled to the excess of any consideration obtained by reletting over the rent due under this Lease. Reentry by Landlord in the Leased Premises shall not affect Tenant's obligations under this Lease for the unexpired Term; rather, Landlord may, from time to time, bring an action against Tenant to collect amounts due by Tenant, without the necessity of Landlord's waiting until the expiration of the Term. Unless Landlord delivers written notice to Tenant expressly stating that it has elected to terminate this Lease, all reasonable actions taken by Landlord to dispossess or exclude Tenant from the Leased Premises shall be deemed to be taken under this subsection 20(b). If Landlord elects to proceed under this subsection 20(b), it may at any time elect to terminate this Lease. Tenant hereby waives all claims for damages that may be caused by Landlord's re-entering and taking possession of Leased Premises or removing and storing the property of Tenant as provided in this Lease, and will save Landlord harmless from loss, costs or damages occasioned Landlord thereby, and no such re-entry shall be considered or construed to be forcible entry.

21. HAZARDOUS MATERIALS.

(a) No Hazardous Materials. Tenant shall not cause or permit any storage, use, sale, release, generation or disposal of any Hazardous Materials (as defined below) in, on or about the Leased Premises or the Building; provided, however, Tenant shall be permitted without notice or Landlord's written consent to handle, store, use or dispose of products containing small quantities of Hazardous Materials, such as ordinary cleaning and ordinary maintenance products used by Tenant for cleaning and maintenance in the reasonable and prudent conduct of the Approved Use on the Leased Premises. Tenant further covenants and agrees that at all times during the Term of this Lease, Tenant shall comply with all applicable Environmental Laws (as defined below), now or hereafter in effect, regulating Tenant's occupation and/or operation and/or use of the Leased Premises or any other portion of the Building. Prior to the expiration or termination of this Lease or such earlier time as may be required by Landlord or applicable law, Tenant shall, at Tenant's sole cost and expense and in accordance with all Environmental Laws and after obtaining Landlord's written consent which may be subject to such conditions as Landlord deems necessary, (i) remove from the Leased Premises and the Building any and all Hazardous Materials which Tenant, its employees, agents, contractors and/or sublessees, or invitees have used, sold, released, generated or disposed of in, on or about the Leased Premises or the Building and (ii) restore the Leased Premises and the Building to their condition existing prior to the appearance of such use, sale, release, generation or disposal of Hazardous Materials.

(b) Indemnification. In addition to Tenant's indemnity, defense, and hold harmless obligations elsewhere in this Lease, if Tenant breaches this Section 21, or if the use, sale, release, generation or disposal of Hazardous Materials caused or permitted by Tenant causes contamination or other damage of the Leased Premises or the Building or any property in the vicinity of the Building, or if contamination or other damage to the Leased Premises by Hazardous Materials otherwise occurs for which Tenant is responsible or otherwise legally liable to Landlord for damage resulting therefrom, then Tenant shall indemnify, defend, and hold Landlord harmless from any and all liabilities, obligations, charges, losses, damages, penalties, claims, demands, actions, suits, judgments, costs, expenses and disbursements (including, without limitation, diminution in value of the Leased Premises or the Building, damages arising from any adverse impact on marketing of space, and sums paid in settlement of claims, attorneys' fees, consultant fees, and expert fees) which arise during or after the Term as a result of such contamination or damage. This indemnification of Landlord by Tenant includes, without limitation, costs incurred in connection with any investigation of site conditions or any clean-up, remedial, removal, or restoration work required by any federal, state, or local governmental agency or political subdivision because of Hazardous Materials present in the soil or groundwater on or under the Leased Premises or the Building.

(c) "***Hazardous Materials***" means any waste, pollutant, contaminant, chemical, petroleum product, pesticide, fertilizer, substance, or material that is defined, classified, or designated as hazardous, toxic, radioactive, dangerous, or other comparable term or category under any Environmental Laws (as defined below), including, but not limited to, gasoline, oil or any byproducts or fractions thereof, polychlorinated biphenyls, per- and polyfluoroalkyl substances, asbestos, paints, solvents, lead, cyanide, radioactive material, or any other materials which have adverse effects on the environment or the health and safety of persons.

(d) "***Environmental Laws***" means all federal, state, and local laws, statutes, rules, regulations, ordinances, and codes, and any judicial or administrative interpretation thereof or requirement thereunder, now or hereafter in effect, relating, to the regulation or protection of human health, safety, the environment and natural resources, including without limitation, the Comprehensive Environmental Response, Compensation, and Liability Act (42 U.S.C. §§ 9601 et seq.), the Hazardous Substances Transportation Act (49 U.S.C. §§ 5101 et seq.), the Clean Air Act (42 U.S.C. §§ 7401 et seq.), the Clean Water Act (33 U.S.C. §§ 1251 et seq.), the Solid Waste Disposal Act (42 U.S.C. §§ 6901 et seq.), the Resource Conservation and Recovery Act (42 U.S.C. §§ 6901 et seq.), the Toxic Substances Control Act (15 U.S.C. §§ 2601 et seq.), the Emergency Planning and Community Right-To-Know Act (42 U.S.C. §§ 11001 et seq.), and any similar or comparable state or local laws, including without limitation, the Model Toxics Control Act (Chapter 70A.030 RCW, formerly codified at Chapter 70.105D RCW) and the Hazardous Waste Management Act (Chapter 70A.029 RCW, formerly codified at Chapter 70.105 RCW).

(e) All portions of this Section 21 shall survive the expiration or termination of this Lease.

22. RELOCATION. Landlord reserves the right to relocate Tenant from the Leased Premises into other premises within the Building owned by Landlord similar in size and convenience to the Leased Premises. If Landlord elects to so relocate Tenant, Landlord shall deliver written notice to Tenant at least forty-five (45) days in advance of the relocation date. Upon relocation, this Lease shall be amended by substituting the description of the relocated premises and all rights of Tenant to the original Leased Premises shall cease. Landlord shall reimburse Tenant for the actual, reasonable out-of-pocket costs incurred in (a) moving into the new location, (b) relocating telecommunication facilities and other electronic installations and (c) reprinting stationery, business cards and similar Tenant forms and supplies.

23. MISCELLANEOUS

(a) No Brokers. Landlord and Tenant warrant to one another that neither has engaged a broker in connection with this Lease and agree to indemnify the other if a claim for a fee or commission arises in connection with this transaction as a result of such indemnifying parties' activities.

(b) Not Used.

(c) Estoppel Certificates. Tenant shall, at any time, on not less than ten (10) days prior written notice from Landlord, sign and deliver to Landlord a statement in writing (i) certifying that this Lease is unmodified and in full force and effect (or, if modified, stating the nature of such modification and certifying that this Lease, as so modified, is in full force and effect), (ii) the date to which the rent, security deposit, and other charges are paid in advance, if any, and (iii) acknowledging that there are not, to Tenant's knowledge, any uncured defaults on the part of Landlord or Tenant under this Lease, or specifying such defaults, if any, which are claimed. Any such statement may be conclusively relied upon by any prospective purchaser or encumbrancer of the Leased Premises or Building. Tenant's failure to deliver such statement within such time period shall be conclusive upon Tenant that (x) this Lease is in full force and effect, without modification except as may be represented by Landlord, (y) there are no uncured defaults in Landlord's performance, and (z) not more than one (1) month's rent has been paid in advance.

(d) Liens. Tenant shall keep the Leased Premises free and clear of all liens and encumbrances arising from or out of its use and occupancy of the Leased Premises and Building. If any lien is filed against the Leased Premises or the Building or adjacent or underlying property owned by Landlord as a result of the action or inaction of Tenant or its employees, agents or contractors, Tenant shall upon demand promptly have the lien released or provide Landlord with a bond in the amount required by Landlord to remove the lien of record. Nothing in this Lease, including this subsection, shall be deemed as a concession that the Leased Premises, or any other City-owned property, is subject to lien under Washington law.

(e) Notices. All notices to be given by the parties shall be in writing and may either be served personally, delivered by overnight courier (such as UPS or Fed Ex) or deposited in the United States mail, postage prepaid, by either registered or certified mail to the notice addresses provided in Section 1 of this Lease. A party may change its notice address effective on written notice to the other party. All such notices shall be deemed delivered and effective on the earlier of (i) the date received or refused for delivery, or (ii) five (5) calendar days after having been deposited in the United States Postal Service, postage prepaid.

(f) No Waiver of Covenants. No waiver of any default hereunder shall be implied from any omission by either party to take any action on account of such default if such default persists or is repeated and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated. The subsequent acceptance of rent by Landlord shall not be deemed to be a waiver of any preceding breach by Tenant of any agreement, condition or provision of this Lease, other than the failure of Tenant to pay the particular rent so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such rent. One or more waivers of any breach of any covenant, term, or condition of this Lease shall not be construed as a waiver of any subsequent breach of the same covenant, term, or condition.

(g) Landlord Exculpation. The liability of Landlord to Tenant for any default by Landlord under this Lease or arising in connection herewith or with Landlord's operation, management, leasing, repair, renovation, alteration or any other matter relating to the Leased Premises shall be limited solely and exclusively to the interest of Landlord in the Building.

(h) No Consequential Damages. Notwithstanding any contrary provision herein, Landlord shall not be liable under any circumstances for injury or damage to, or interference with, Tenant's business, or for any consequential, incidental or special damages, including but not limited to, loss of profits, loss of rents or other revenues, loss of business opportunity, loss of goodwill or loss of use, in each case, however occurring.

(i) Heirs. The rights, liabilities, and remedies provided for herein shall extend to and be binding upon the heirs, legal representatives, successors and, so far as the terms of this Lease permit, assigns of the parties hereto; and the words “Landlord” and “Tenant” and their accompanying verbs or pronouns, wherever used in this Lease, shall apply equally to all persons, firms or corporations which may be or become parties hereto.

(j) Joint and Several Liability. If Tenant is composed of more than one signatory to this Lease, each signatory shall be jointly and severally liable with each other signatory for payment and performance according to this Lease. The act of, notice to, notice from, refund to or signature of, any signatory to this Lease (including, without limitation, modifications of this Lease made by fewer than all such signatories) shall bind every other signatory as though every other signatory had so acted, or received or given the notice or refund, or signed.

(k) Recording. Tenant agrees that Landlord, at its sole option, may record a written memorandum of this Lease, and that Tenant shall have no right to record this Lease or such a memorandum.

(l) Costs and Attorney's Fees. If, by reason of any default or breach on the part of Tenant in the performance of any of the provisions of this Lease, it becomes necessary for Landlord to institute legal action to interpret this Lease or as a result of the breach or default, then Tenant agrees to pay all reasonable costs and attorney's fees incurred by Landlord in connection therewith, including, without limitation, those on any appeal or in any bankruptcy action.

(m) Entire Agreement; Amendment. This Lease represents the entire agreement between the parties and supersedes all other agreements and representations made prior hereto. No amendment hereof shall be binding on either party unless and until approved in writing by both parties.

(n) Severability**.** If any provision of this Lease or any application hereof shall be found to be invalid or unenforceable, for any reason, such provisions shall be enforceable to the maximum extent permitted by law and the remainder of this Lease and any other application of such provision shall not be affected thereby. If this Lease is invalidated or deemed unenforceable in its entirety by a court of competent jurisdiction, such event will be deemed a termination for convenience, which not a default under this Lease by either party, and Tenant's obligation to pay Base Rent and Additional Rent is only for Base Rent and Additional Rent accruing prior to the effective date of the termination for convenience.

(o) Choice of Law and Venue. This Lease shall be administered and interpreted under the laws of the State of Washington. Exclusive venue for litigation arising from or relating to this Lease shall be in Snohomish County, Washington.

(p) Survivability. All clauses of this Lease that require performance beyond the expiration of termination of the Lease shall survive such termination or expiration.

(q) Legislative Appropriation. If the term of this Lease extends beyond Landlord's current fiscal year, the obligations of Landlord in succeeding fiscal years are contingent upon legislative appropriation for the specific purpose of funding this Lease in accordance with law. In the event that funds are not so appropriated, Landlord may terminate this Lease without penalty or further obligation.

(r) Standard for Landlord's Consent. Wherever Landlord's consent or approval is required under this Lease, except as expressly stated to the contrary herein, the standard for Landlord's consent or approval shall be Landlord's sole discretion.

(s) Reimbursement of Landlord. Landlord's reasonable costs and expenses (including, without limitation, architects', engineers', attorneys' and other consultants' fees) incurred in consideration of, or in response to, a request by Tenant for any Landlord consent, including but not limited to, consents to an assignment, a subletting or the presence or use of Hazardous Materials, shall be paid by Tenant upon receipt of an invoice therefor.

(t) Business Licenses. Tenant agrees to obtain and/or maintain a City of Everett business license, if required by applicable law. Tenant also agrees that its performance of this Lease shall be conclusively deemed to have been performed in Everett and shall pay all applicable local, state, and federal taxes thereon. Tenant agrees to register, obtain, and maintain any State of Washington business licenses, Department of Revenue account and/or unified business identifier as required by RCW 50.04.140 and 51.08.195.

(u) No Third Party Beneficiary. This Lease is executed for the exclusive benefit of the signatory parties and their respective successors and assigns. Nothing herein shall be construed as creating any enforceable right, interest, claim or cause of action in or for any third-party.

(v) Regulatory Authority Reserved. Tenant expressly acknowledges that the Landlord is a municipal corporation organized under the laws of the state of Washington and has executed this Lease in its capacity as owner of the Leased Premises. Nothing in this Lease shall be construed as waiving, abridging or otherwise limiting the City of Everett's regulatory authority, police power and/or legislative discretion, which are hereby expressly reserved in full. Without prejudice to the foregoing, nothing in this Lease shall be construed as entitling Tenant to receive any permit, license or other regulatory approval, or as waiving or excusing Tenant's compliance with any applicable regulatory process.

(w) Public Records Disclosure. Tenant expressly acknowledges that the Landlord is an "agency" as defined by Chapter 42.56 RCW, and is fully subject to the provisions governing the disclosure of public records codified in that statute. To the extent required or otherwise authorized by said statutes or other applicable law:

- Any public records submitted to or generated by Landlord in connection with this Lease are potentially subject public to inspection and copying upon request. Tenant expressly waives any claim or cause of action against Landlord arising out of such disclosure.
- Tenant shall fully cooperate with and assist Landlord with respect to any request for public records received by Landlord and related to any public records generated, produced, created and/or possessed by Landlord and related to this Lease. Upon written demand by Landlord, Tenant shall furnish Landlord with full and complete copies of any such records within ten business days. Tenant's failure to timely provide such records upon demand shall be deemed a breach of this Lease. To the extent that Landlord incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, Tenant shall fully indemnify and hold harmless Landlord therefor.

For purposes of this subsection, the term "public records" shall have the same meaning as defined Chapter 42.56 RCW, as such chapter has been construed by Washington courts. The provisions of this subsection shall survive the expiration or termination of this Lease.

(x) Counterparts; Signatures. This Lease may be executed in counterparts. All executed counterparts shall constitute one agreement, and each counterpart shall be deemed an original. The parties hereby acknowledge and agree that electronic signatures, facsimile signatures or signatures transmitted by electronic mail in "pdf" format shall be legal and binding and shall have the same full force and effect as if an original of this Lease had been delivered. Landlord and Tenant (i) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent by facsimile or electronic mail, (ii) are aware that the other party will rely on such signatures, and (iii) hereby waive any defenses to the enforcement of the terms of this Lease based on the foregoing forms of signature.

[signatures on following pages(s)]

IN WITNESS WHEREOF THE PARTIES hereto have executed this lease.

LANDLORD:

CITY OF EVERETT
WASHINGTON

____
Cassie Franklin, Mayor

ATTEST

____
Date

____
Office of the City Clerk

STANDARD DOCUMENT
APPROVED AS TO FORM
OFFICE OF THE CITY ATTORNEY
March 1, 2025

STATE OF WASHINGTON
} ss.
COUNTY OF SNOHOMISH

This record was acknowledged before me on ____________________, 20___ by Cassie Franklin as the Mayor of the City of Everett, a Washington municipal corporation.

[*Stamp Below*]

____
Signature

NOTARY PUBLIC in and for the State of Washington

My Commission Expires ___________________________

TENANT:

Enter Tenant name – must match name in Basic Provisions

Signature: ______________________________

Name of Signer: Enter signer's name
Title of Signer: Enter title

STATE OF WASHINGTON
} ss.
COUNTY OF ______________________

This record was acknowledged before me on ____________________, 20___ by ____________________________ as the ___________ of _________________, a _________________.

[*Stamp Below*]

____
Signature

NOTARY PUBLIC in and for the State of Washington

My Commission
Expires ___________________________

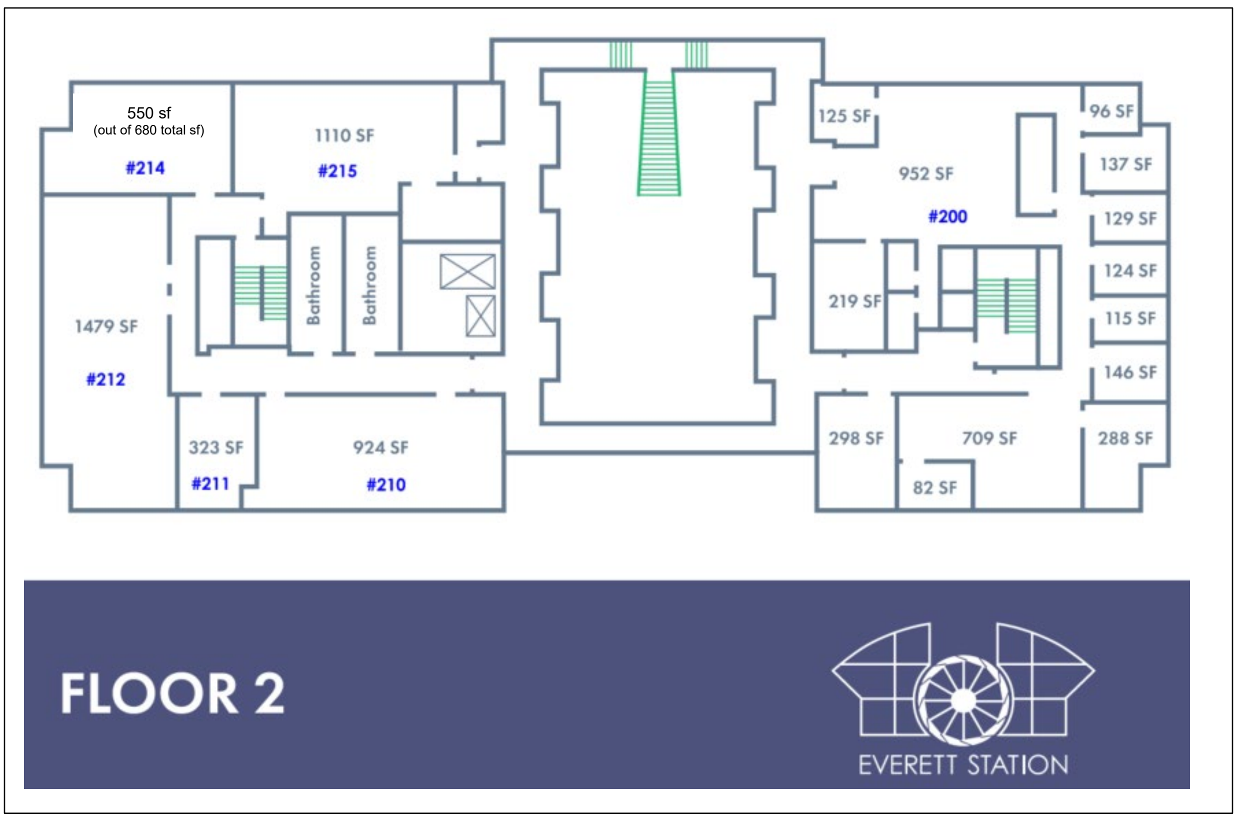
EXHIBIT A

Legal Description of Property at 3201 Smith Avenue

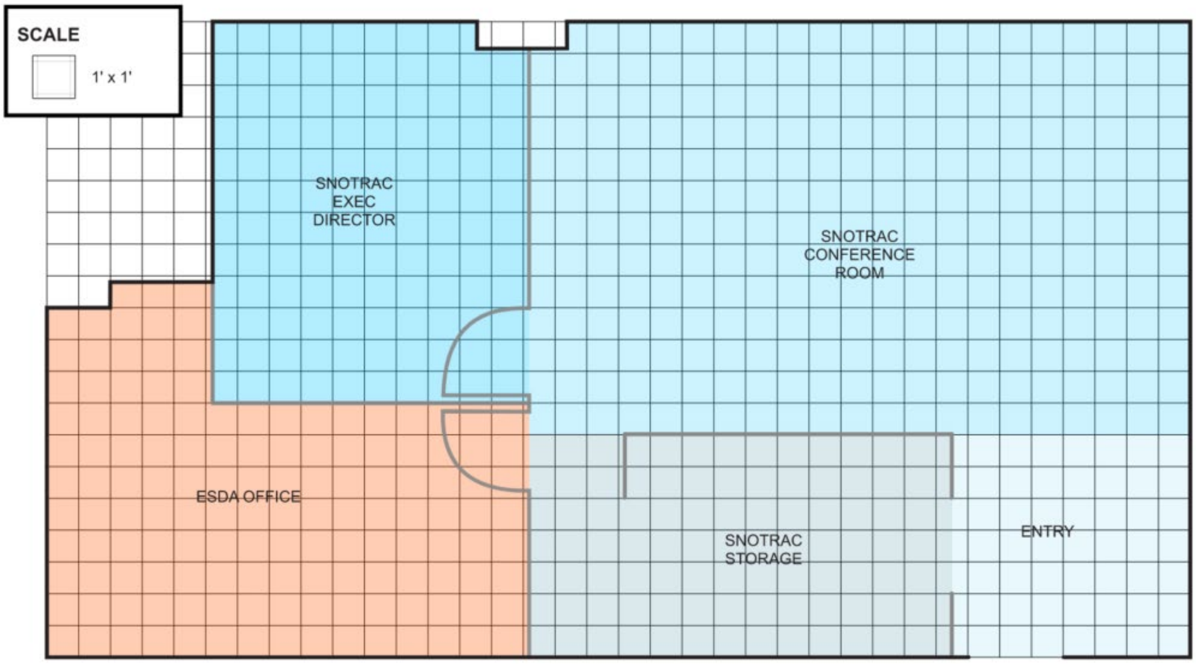
That portion of Blocks 744 and 759 in the Everett Land Company's First Addition to the City of Everett, according to the plat thereof recorded in Volume 3 of Plats, Page 20, vacated 32nd Street and the east half of the northwest quarter of Section 29, Township 29 North, Range 5 East W.M. in Snohomish County, Washington, described as follows:

Beginning at the southwest corner of Lot 3, said Block 759: thence northwesterly along the northeasterly right-of-way line of Smith Avenue, according to the recorded plat thereof, in Volume 3 of Plats, Page 20, to the northwest comer of Lot 13, said Block 744; thence northeasterly along the northwest line of said Lot 13 and the northeasterly extension of said line to the point of intersection with a line drawn parallel with, and distant 40.0 feet southwesterly of Burlington Northern Railroad Company's Main Track centerline, as now located and constructed; thence southeasterly along said parallel line to the point of intersection with the northeasterly extension of the southeasterly line of said Lot 3, Block 759; thence southwesterly along said southeasterly line to the point of beginning.

Leased Premises – Suite 214 Location



Leased Premises – SNOTRAC Lease Area
(Areas shown below are approximate and for illustrative purposes only)



Indirect Rate Policy

Policy Number:	0007	**Adopted:**	August 23, 2024

Snotrac's Indirect Rate for all federal grants shall be equal to the maximum allowable de minimis rate established by Uniform Guidance, 2 CFR 200.414(f).[1]

Examples of indirect costs may include depreciation on buildings and equipment, the costs of operating and maintaining facilities, and general administration and general expenses, such as the salaries and expenses of executive officers, personnel administration, and accounting. Identification with a Federal award rather than the nature of the goods and services involved is the determining factor in distinguishing direct from indirect (F&A) costs of Federal awards. Costs will be consistently charged as either indirect or direct costs, and will not be double charged or inconsistently charged as both.

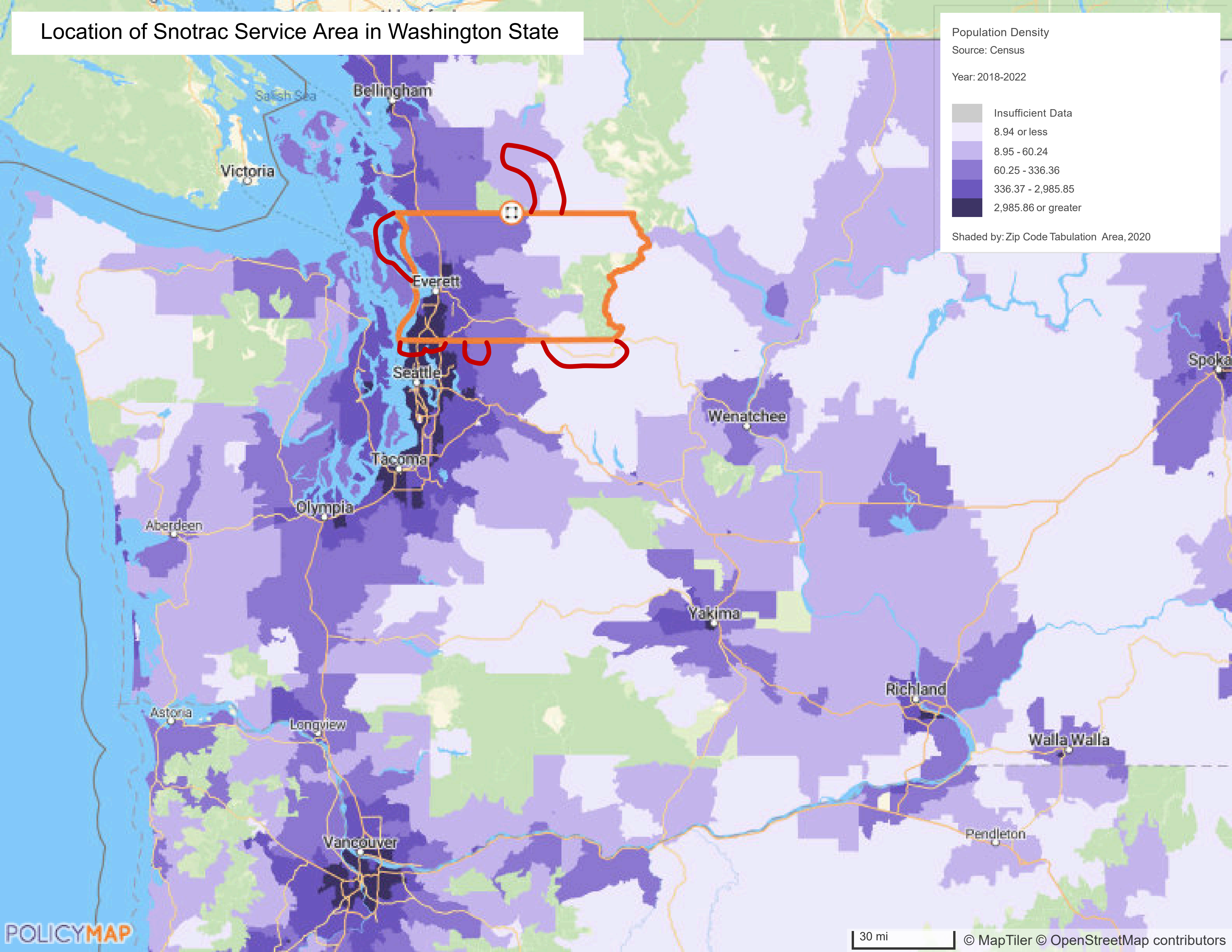
The Executive Director and Treasurer shall review overhead and administrative costs annually and recommend whether the organization should apply for an approved higher Indirect Cost Rate with the Federal Transit Administration.

I certify that the Board of Directors adopted the Indirect Rate Policy at its August 23, 2024 meeting.

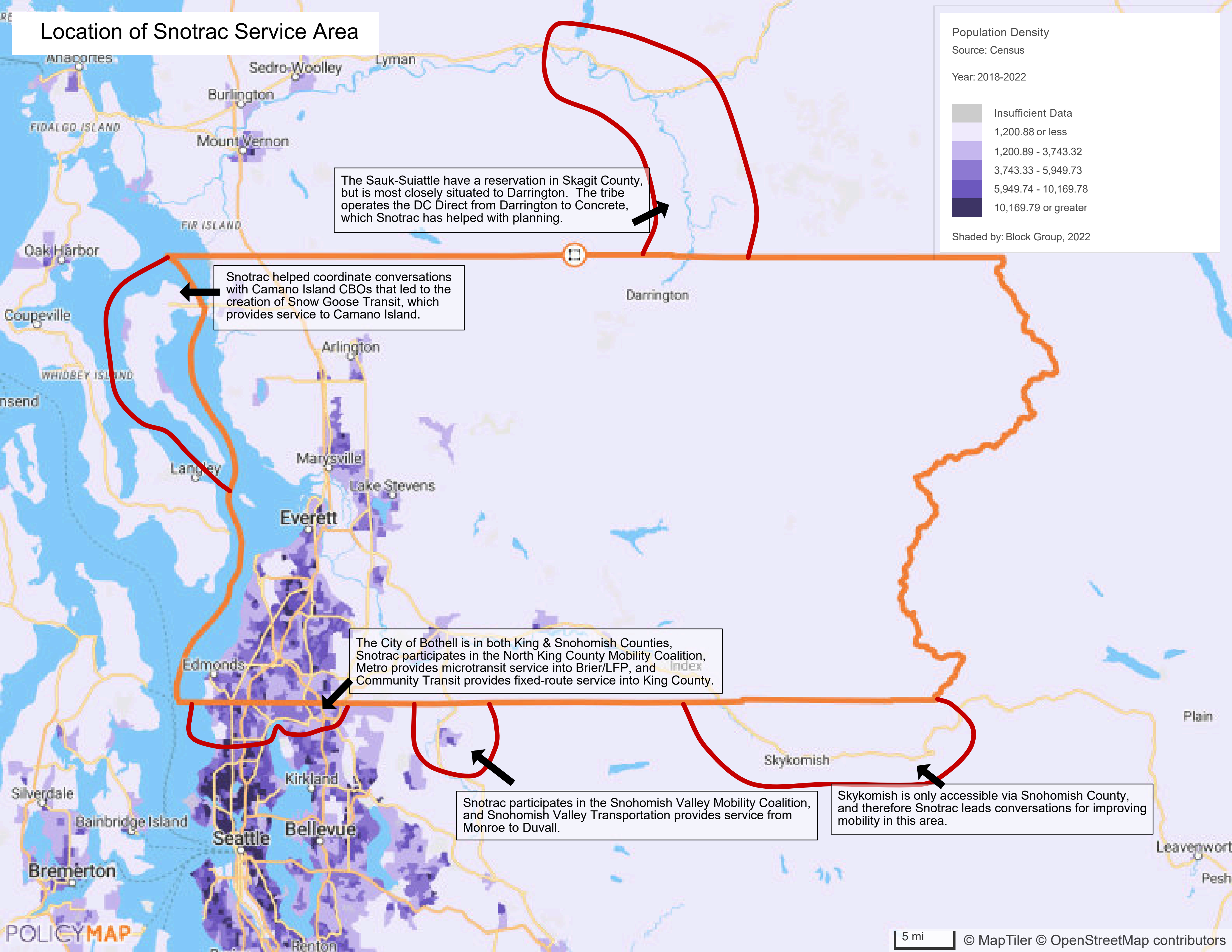
Brock Howell
Executive Director

[1] As of October 1, 2024, the maximum de minimis indirect rate allowed by 2 CFR 200.414(f) will be 15 percent of modified total direct costs.

Location of Snotrac Service Area in Washington State



Location of Snotrac Service Area

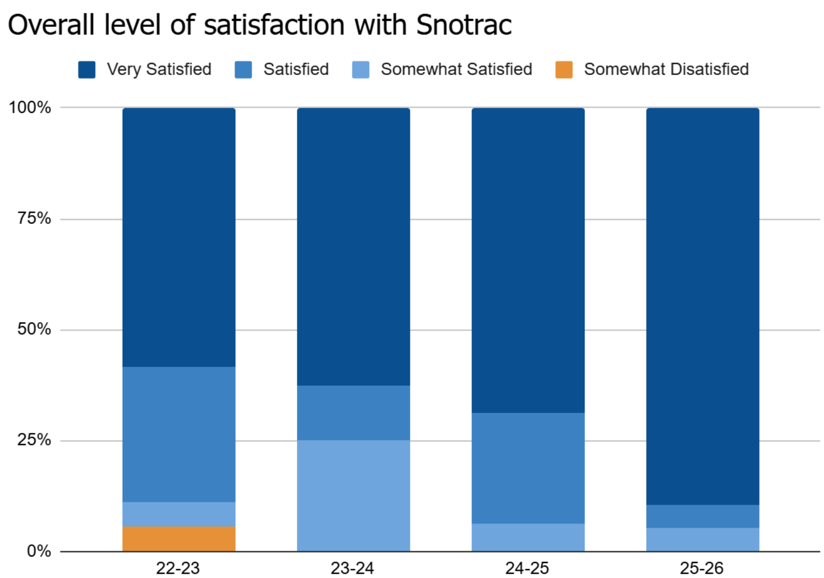


Supplemental Documents

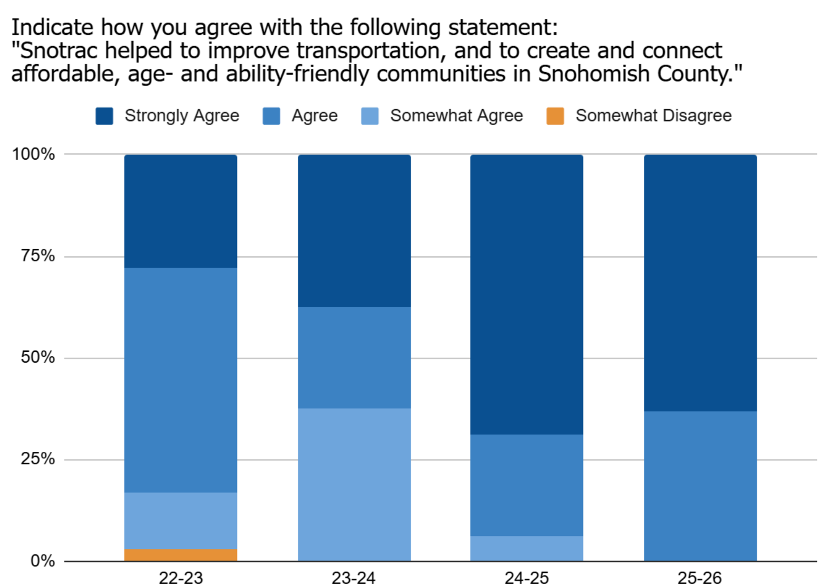
1. **Annual Satisfaction Survey and Highlights of Snotrac Programs**
2. **Community Listening in Practices:** demonstrating how Snotrac's outreach has informed our work and this grant application.
3. **Snotrac Strategic Plan:** providing cross-references to PSRC's Coordinated Mobility Plan (CMP)

Annual Satisfaction Survey

At the end of each fiscal year, Snotrac conducts an annual satisfaction survey of its partners.Here are the results for the past four years.



For 2025-26, 90% report being “strongly satisfied” and the remainder are either “satisfied” or “somewhat satisfied.” The clear trend is stronger satisfaction each year.



For 2025-26, 63% report “strongly agreement” with the statement, with a clear trend of stronger agreement each year. Note that the statement for 2022-24 was, "Snotrac improved transportation for people and communities in Snohomish County and beyond to be more safe, equitable, and accessible."

Additional Snotrac Highlights

New Spanish & English Mobility Maps

Our new comprehensive Mobility Map/Brochure, produced in both Spanish and English, has been distributed widely and is serving as an excellent tool for our outreach. The publication's maps display all fixed-route and on-request transportation services in Snohomish County.
www.snotrac.org/mobility-map

Encouragement Programs

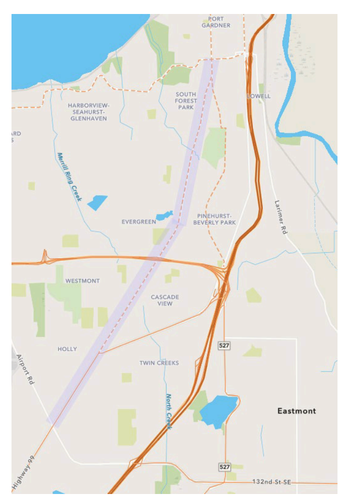
Snotrac will soon launch our next encouragement program: **BUS IT!** It's inspired by the 1990s' nostalgia of the Pizza Hut "Book It" campaign. Similar to how kids were able to get free personal pan pizzas and a pizza party for their classroom if they read 5 books, the BUS IT! campaign will award people who complete 15 transportation related activities. The initial awards will be donated from Dave & Buster's in Lynnwood. The program is a great way to increase awareness of not just fixed-route transit options, but other services like DART, Homage TAP, Northshore, Snow Goose Transit, and DC Direct. www.snotrac.org/bus-it

Bike Library

Funded by a WSDOT e-bike lending library grant program, Snotrac's bicycle library system will be 10 sites (hosted by partner nonprofit social service organizations), each with 3 bikes. The Bike Library program provides a tangible transportation option within low income and "overburdened communities" of Snohomish County. Every rider will need to be a client of the nonprofit host site and will be trained by Snotrac staff on how to safely operate the bike. The bikes will be checked out by the host site staff. The bike library program will enable Snotrac to hire two more Mobility Navigators, who will be cross-trained to support the Mobility Navigation and Bike Library Programs. www.snotrac.org/bike-library

Community Outreach for Reimagining Evergreen Way

Snotrac was awarded a Sandy Williams Connecting Communities grant by WSDOT to conduct community engagement for the City of Everett's Evergreen Way project, which aims to redesign the roadway as a complete street from Airport Road to 41st Street. We are still in the process of finalizing the grant agreement, which will be for one year.



Snotrac will work closely with the City of Everett on this project by holding regular meetings, sharing resources and information, and coordinating outreach efforts. In addition, the "South Everett Advisory Board" of Stations Unidos will serve as the City of Everett's community advisory committee for the 75th Street to 100th Street segment of the project.

Snotrac's outreach will use place-based community-building strategies through social activities. This includes pop-up park events, community walks & bike rides, and tabletop game nights, as well as outreach to business owners.

The Evergreen Way Project will provide funding for approximately 4 months of a mobility navigator position, which will be cross-trained with our Mobility Navigation Program.

COMMUNITY LISTENING IN PRACTICE

How Community Input Is Shaping Snotrac's Mobility Navigation Program

People trust people before they trust systems.

Snotrac's Mobility Navigation Program combines direct service with community-informed practice. Through one-on-one navigation, workshops, outreach, and partnerships with trusted community-based organizations, we listen to how people experience transportation in their daily lives, particularly those facing language, economic, digital, disability-related, or geographic barriers to access.

Rather than treating outreach as a one-time engagement activity, Mobility Navigators build relationships, document recurring needs and barriers, identify patterns across individual interactions, and use what we learn to adapt how transportation information, education, and navigation support are delivered.

During the most recent reporting period, Snotrac worked with more than 40 community partners across Snohomish County, including community-based organizations, libraries, schools, local governments, and public agencies. Many partners invited Snotrac back for additional programming, an early indicator of growing trust in the program and its community-based approach.

What We Are Hearing

Community Listening

Between January 2 and August 27, 2026, Snotrac collected Mobility Navigation Interest Form responses from community members seeking transportation information or support.

The form asks community members about the transportation support they are seeking, the barriers that make transportation difficult, preferred language, age, and ORCA card access. Some questions allow respondents to select more than one option, and not every respondent answers every question; therefore, the number of responses may vary by measure.

Transportation Support Requested

Community members were asked:
"What type of transportation support are you looking for?"

71% — ORCA / ORCA LIFT enrollment
43% — Bus or transit information
37% — One-on-one navigation support
34% — Help planning routes or schedules
20% — Paratransit information

What the data suggests: ORCA and ORCA LIFT enrollment is the most frequently requested form of assistance. The responses also show demand for support beyond fare programs, including understanding transit options, planning trips, and receiving individualized navigation assistance.

Transportation Barriers

Community members were asked:
"What challenges make transportation difficult for you?"

62% — Cost
47% — Language barriers
18% — Digital access challenges
18% — Limited transit service
15% — Disability or mobility challenges
6% — Safety concerns

What the data suggests: Cost and language are the two most frequently identified barriers. Responses also show that transportation challenges can overlap with digital access, disability or mobility needs, and limitations in available transit service.

Who is Reaching Out?

Preferred Language

Community members were asked:
"What is your preferred language?"

72% use Spanish as a preferred language, either exclusively or bilingually.

What the data suggests: The language profile of respondents reinforces the need for transportation information and navigation support that is available directly in both Spanish and English, rather than relying on community members to navigate English-only information independently.

Age

Community members were asked:
"What is your age range?"

36% — Ages 25–39
45% — Ages 40–59
12% — Ages 60+
6% — Under age 25

82% of respondents reporting age were between ages 25 and 59.

ORCA Card Access

Community members were asked:
"Do you currently have an ORCA card?"

Among those who provided a response, 56% reported that they did not currently have an ORCA card or were unsure what ORCA was.

What the data suggests: For some community members, the barrier begins before fare affordability. People may first need help understanding what ORCA is, whether they qualify for reduced fares, how to obtain a card, and how to use it.

The Interest Form includes requests for help obtaining an ORCA card, linking a card to the myORCA app, reloading a card, and understanding reduced-fare eligibility.

From What We Hear to What We Do

What we are hearing	What are we doing?
Cost and demand for reduced fares	Mobility Navigators provide transit education, reduced-fare screening and enrollment assistance, and referrals to ORCA LIFT, the Subsidized Annual Pass, and other appropriate programs. **To date, approved applications include: 25 ORCA LIFT, 25 Subsidized Annual Pass, and 3 DART.**
Language barriers	Snotrac provides bilingual Spanish-English one-on-one navigation, workshops, outreach, and transportation information through trusted community settings.
Digital access challenges	Navigators provide hands-on assistance with transportation apps, QR codes, online resources, ORCA account tools, and trip-planning technology.
Limited knowledge or confidence using transit	Snotrac combines transportation education with guided travel training and field trips so participants can practice using buses, Link light rail, Zip Shuttle, ferries, and other services.
Service and system-level barriers	Snotrac documents recurring community experiences and brings those patterns into conversations with transportation partners and public engagement processes.

Hands-on learning has become an important part of this approach. During the previous reporting period, participants repeatedly shared that having someone explain or experience the system with them helped build confidence to travel independently.

Case Example: Employment Access

A young community member from Connect Casino Road needed support planning a work commute from Everett to Arlington. Snotrac helped plan a trip requiring three buses, identified Zip as an additional transportation option, and supported the participant in applying for ORCA LIFT, which was approved that same day.

The experience illustrates how one-on-one Mobility Navigation can connect transit education, affordability, and employment access within a single interaction.

Closing the Feedback Loop

Community members are also identifying challenges that cannot be addressed through individual navigation alone. Their experiences point to issues including long commutes, service frequency, operating hours, first- and last-mile gaps, accessibility, affordability, and difficulty navigating unfamiliar transportation services.

Community stories collected by Snotrac include concerns about weekend service, route frequency and operating hours, replacement shuttle service, and access to transit stops.

When similar experiences emerge across multiple interactions, they help us identify broader patterns in how transportation is working for the people who rely on it. These insights can strengthen conversations with transportation providers, community partners, and public decision-making processes while creating more opportunities for residents to share their experiences directly.

We listen to what community members tell us, identify recurring barriers, and use what we learn to improve how we deliver mobility support.

Strategic Plan

Adopted by the Snotrac Board of Directors on August 23, 2024
Updated with references to PSRC's 2026 Coordinated Mobility Plan

This strategic plan sets the course for the Snohomish County Transportation Coalition (Snotrac) out to June 30, 2029.

Table of Contents

What is Mobility Management?

Snotrac serves as the mobility management coalition for Snohomish County. Through the state Consolidated Grant program, Snotrac's funding originates from the Federal Transit Administration (FTA)'s authorizing code for its Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 CFR § 5310). In addition to § 5310, mobility management also is an eligible capital expense under the FTA programs §§ 5307, 5311, and 5318, and the Fixing America's Surface Transportation Act § 3006(b).

The Statewide Human Services Transportation Plan defines mobility management as:

> "A comprehensive and customer-centered approach to designing and delivering transportation services to meet each community's unique transportation needs. Mobility managers coordinate transportation services between public transit, private operators, cycling and walking, volunteer drivers, customers and other key stakeholders."

As described by the National Center for Mobility Management

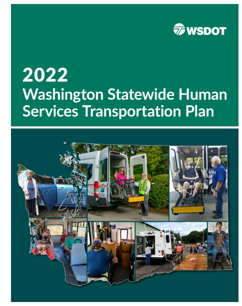
Mobility Management:

- Encourages innovation and flexibility to reach the "right fit" solution for customers.
- Plans for sustainability.
- Strives for easy information and referral to assist customers in learning about and using services.
- Continually incorporates customer feedback as services are evaluated and adjusted.

Key roles for mobility management professionals are:

- Inform and Connect.
- Empathize and Advocate.
- Convene and Facilitate.
- Design and Plan.
- Launch and Sustain.

WSDOT Statewide Human Services Transportation Plan



In 2022, the Washington State Department of Transportation updated the Statewide Human Services Transportation Plan (HSTP). Programs and projects funded through the Consolidated Grant should be consistent with the HSTP. Snotrac adopts the HSTP as a first-level foundation to its five-year strategic plan.

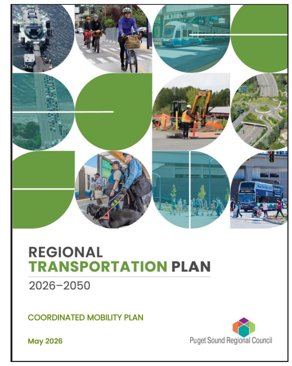
WSDOT HSTP Goals

1. Human services transportation is accessible and helps more people get to the places they need to go.
2. People feel safe using human services transportation.
3. Human services transportation is easy to use.

WSDOT HSTP Strategies

1. Improve services for people with mobility barriers.
2. Ensure an ongoing pool of qualified and trained operators to keep customers safe.
3. Improve the influence of people with mobility barriers in transportation plans and decisions.
4. Make it easier to use technology to plan, book, and pay for public transportation.
5. Improve access to transit and on-demand mobility for people with mobility barriers.
6. Maintain and expand services for people with mobility barriers.

PSRC Coordinated Mobility Plan



In 2026, the Puget Sound Regional Council (PSRC) General Assembly adopted an update to the regional Coordinated Mobility Plan (CMP). In 2024, Snotrac had incorporated the previous CMP as a second-level foundation to its five-year strategic plan. Snotrac now updates its strategic plan with the 2026 CMP.

PSRC CMP Goals

1. **Quality: Put People First**
   Ensure that people with accessibility and mobility needs can travel safely and comfortably.

2. **Efficiency: Move People Efficiently**
   Provide seamless, well-coordinated transportation services for people with accessibility and mobility needs that minimize unnecessary duplication.

3. **Mobility: Move More People**
   Improve access and service availability so that people with accessibility and mobility needs can travel to desired destinations at the times they need.

PSRC CMP Strategies

Need #1: Better cross-agency and cross-county coordination for a seamless travel experience.

Strategy 1.1: Strengthen coordination among transit, paratransit and specialized transportation providers to ensure a more seamless travel experience for priority populations. ★

Strategy 1.2: Ensure fare payment options for ADA paratransit are equivalent to fixed-route transit, improving convenience, accessibility, and regional interoperability.

Strategy 1.3: Improve rider experience for people using ADA paratransit and specialized transportation by making eligibility and trip request processes more accessible and userfriendly.

Need #2: Shorter wait times and more reliable transfers and return trips.

Strategy 2.1: Improve the reliability and responsiveness of transit, paratransit, and other specialized transportation by improving dispatch systems, real-time communication, and coordination of return trips. ★

Strategy 2.2: Assess and replace demand response vehicle fleets for specialized transportation to deliver on-time service.

Need #3: More frequent and expanded transit service, especially during evenings, weekends, and other times when people need it most.

Strategy 3: Expand transit and specialized transportation frequency and service hours to better serve priority populations, while maintaining existing service levels.

Need #4: Context-appropriate transportation options in areas not well served by fixed-route transit, including rural areas

Strategy 4: Support context-appropriate transportation options, such as deviated-fixed route, demand response, volunteer driver program or flexible services, for rural and other areas with limited transit, with measures of success tailored to local needs. ★

Need #5: More rider education opportunities and awareness of available transportation services.

Strategy 5: Conduct mobility management programs that help potential riders navigate transportation options and complete their trips, with tailored support to address language and technology barriers. ★

Need #6: Improved access to healthcare, wellness, and other essential services.

Strategy 6: Expand and optimize transportation services to improve access to healthcare and other essential service locations. ★

Need #7: More accessible and safer infrastructure, including more amenities at transit stops (seating, lighting, shelters, and restrooms).

Strategy 7.1: Improve the accessibility and safety of infrastructure, such as sidewalks, curb ramps and bike lanes, with designs that accommodate all ages and abilities. ★

Strategy 7.2: Improve the comfort, safety, and usability of transit stops by providing amenities, such as seating, lighting, shelters, weather protection, and, where feasible, restrooms, especially at stops with high ridership and transfer rates.

Strategy 7.3: Support the development of land use policies and implementation of transit-oriented development for all ages and abilities.

Need #8: More sustainable, long-term funding is needed to support the operation of transit and specialized transportation services.

Strategy 8: Identify and pursue coordinated, sustainable funding strategies to maintain and expand transit, paratransit, and other specialized transportation serving priority populations.

Snotrac Purpose, Mission, and Vision

Purpose of Snotrac

All charitable, civic, educational, literary, professional, scientific, and social purposes, including but not limited to:

1. To convene civic leaders, including transportation and human service providers and planners, to identify and solve mobility gaps for residents and workers of Snohomish County, especially the priority populations of people with low incomes, people with disabilities, older adults, youth, tribes, people of color, refugees, immigrants, people who speak English as a second language or not at all, veterans, and other vulnerable and disadvantaged populations.

2. Through research and education, to promote and assist in the development of improvements to the built environment and transportation services, with a special concern for priority populations.

3. To promote walking, biking, rolling, and riding transit, while addressing access, affordability, health, pollution, public emergencies, social injustice, and traffic safety.

Snotrac Mission Statement

Snotrac works with the public and decision-makers in Snohomish County and beyond to create and connect affordable, age- and ability-friendly communities for all people.

Snotrac Vision Statement

By 2050, all people in Snohomish County—no matter their abilities or background—are able to easily access social, health, and economic services with a well-coordinated network of transportation services and infrastructure connecting all communities throughout the region.

Snotrac Strategies

Introduction

Structure to Strategies

The Snotrac Strategies section is structured as follows:

1. **Goal:** statement of the vision we seek; the statement is followed by several bulleted sub-goals to provide greater specificity.
2. **Past Successes:** list of past programs and projects that Snotrac has successfully led in the past within the goal area.
3. **Continuing Activities:** list of activities that Snotrac will continue from the previous strategic plan into the future.
4. **Opportunities:** list of new initiatives that Snotrac will seek to implement in the new strategic plan; because these initiatives are new, longer descriptions are provided; many of the new initiatives are contingent on funding and support.

Goal 3 also includes a Policy Priorities list.

The goals, priorities, activities, and initiatives are cross-referenced to the strategies of the PSRC Coordinated Mobility Plan, and sometimes to VISION 2050, Climate Commitment Act (CCA), and Healthy Environment for All Act (HEAL).

The Goals

1. The collective transit system is convenient to all people.
2. All residents know their available transportation services, can easily plan and schedule trips, and frequently choose non-driving options.
3. Snotrac and residents are strong voices for creating better communities and transportation systems.
4. Priority populations will remain safe during public emergencies.

Goal 1. The collective transit system is convenient to all people.

- Within urbanized areas, public transit service maximizes ridership by being robust, fast, frequent, networked, and well-coordinated. (CMP 1, 2)

- Within rural areas, with the support of blended funding of grants and partnerships, flex-route and door-to-door service will provide reliable transportation options for people who cannot drive, walk, or bike due to ability or affordability. (CMP 4, 8)

- Paratransit service is reliable and well-coordinated between providers. Inter-county medical trips either allow for the seamless transfer between providers or are provided by a single provider from origin to destination. (CMP 1.1, 1.2, 2.1, 2.2)

- The transit systems are affordable to all people. (CMP 1.2)

- Transit buses, stops, and stations are safe, comfortable, and accessible. (CMP 7.2)

Past Successes

- Transportation Assistance Program at Homage Senior Services (2009)
- Pay Your Pal Program at Homage Senior Services (2009)
- Snow Goose Transit at Lincoln Hill Retirement Community (January 2022)
- Zip Alderwood Advisory Committee & Comment Letter (November 2022)
- Route 230 Timing to allow an 8-hour work day in Arlington (March 2023)
- D'Arling Direct at Homage Senior Services (2023/2024)
- DC Direct Timing & Routing (2024)
- 2024 Regional Mobility Survey for Priority Populations (2024)

Continuing Activities

Activity 1.1 - Facilitate information sharing for the coordination and integration of fixed-route transit services in the Greater Snohomish County Area, including between Community Transit, Everett Transit, Sound Transit, Skagit Transit, Island Transit, King County Metro, and tribal and community-based transit services, to improve reliability, timeliness, and coverage of connections to and within the interconnected transportation systems. (CMP 1.1, 2.1, 3)

Activity 1.2 - Identify gaps in fixed-route, planned, and on-demand transit services to destinations of employment centers, educational institutions, social services, essential shopping, healthcare, and community spaces — and develop innovative mobility service projects among coalitions and partnerships to close the gaps. (CMP 1.1, 2.1, 3, 4, 6)

A. Geographic Focus Areas:
   a. North: Darrington to Camano
   b. Mid: Marysville, Granite Falls, Snohomish, North Everett
   c. East: Monroe to Skykomish
   d. South: Everett to Edmonds/Bothell
   e. Island, Skagit, and Whatcom Counties

B. Population Focus Areas:
   a. Tribes
   b. Rural
   c. Disabled
   d. Older Adults
   e. Youth
   f. Low Income
   g. ESL
   h. People of Color
   i. Veterans
   j. Medicaid

C. Priority Coalitions:
   a. North Sound Transp. Alliance
   b. King County Mobility Coalition
   c. North King County Mobility Coal.
   d. Snoqualmie Valley Mobility Coal.
   e. Regional Alliance for Resilient and Equitable Transportation
   f. Snohomish County Committee for Improved Transportation
   g. SeaShore Transportation Coalition
   h. Agency Advisory Groups

Activity 1.3 - Create sub-coalition working group for improving mobility services to healthcare and medical centers. (CMP Action 6C)

Activity 1.4 - Participate in and lead community and stakeholder engagement in planning and evaluating microtransit, shared micromobility, and other innovative transportation solutions for connecting people to transit. (CMP 2, 4)

Activity 1.5 - Continue to assess the mobility needs of priority populations, including by continuing to administer a Regional Mobility Survey for Priority Populations every four years and adding the Transportation Security Index questions to the Snohomish County Council on Aging Survey and Snohomish County Low Income Community Needs Assessment. (CMP Actions 6A, 8C)

Activity 1.6 - Produce best practice white papers and provide official comments during public comment periods on transit routing and service decisions, including the 6-year transit development plans and long-range plans.

Opportunities

Initiative 1.1 - Skykomish Valley Transportation Action Planning. Snotrac received a NADTC Grant to explore how to improve transportation services from Monroe to Skykomish, modeled after our previous work that led to the creation of Snow Goose Transit and the D'Arling Direct. The Skykomish Valley Transportation Action Planning was the central focus of the East Snohomish County Transportation Committee during Spring 2025.

- Snotrac led a community action planning exercise to identify mobility gaps and solutions for the Monroe to Skykomish area and work to fund and implement the prioritized solutions. Snotrac is now advocating for progress on the 10 priorities.

Initiative 1.2 - Cathcart/Maltby Fixed Route Service. Community Transit's 2019 market study found that the area of Cathcart and Maltby, between Monroe and Bothell, presented high potential for ridership growth. However, this area remains outside of the agency's PTBA.

- Snotrac could lead public education and community roundtable conversations with business and nonprofit leaders to build support for expansion of PTBA.

Initiative 1.3 - Bothell, Brier, and Mill Creek Area Mobility Gaps. Stakeholders have identified the areas of Brier and greater Bothell as having poor fixed-route transit service. The streets 39th Ave SE and 45th Ave SE are outside of Bothell's city limits to its northeast, and therefore this area is outside of Community Transit's PTBA and does not have fixed route transit. In addition, Northshore Senior Center has funding to operate its on-demand transportation service for seniors out of its Bothell facility but not its Mill Creek facility.

- Snotrac will convene stakeholders to identify priorities for addressing mobility gaps in the Bothell, Brier, and Mill Creek area.

Initiative 1.4 - Blended Funding for Rural PTBA Service. As a public entity, public transit agencies have an obligation to ensure they provide the greatest service for the greatest number. Providing fixed-route and paratransit service within the rural context is less cost-effective per rider than in the urban context. Nonprofit transportation agencies, on the other hand, are eligible for federal funding that public transit agencies can't get, especially in rural areas. On the other hand, nonprofits may suffer from more staff turnover, more vehicle maintenance needs, and less transit planning knowledge & experience. This presents an opportunity to blend funding to ensure public transit agency dollars can serve the most people in rural areas, and for public transit agencies to provide other non-monetary institutional support to the nonprofit providers.

- Snotrac could facilitate conversations between leadership at Community Transit and nonprofit transportation providers to pursue a blended funding model for service. Arlington to Darrington and Monroe to Skykomish could be candidates for pilot projects.

Initiative 1.5 - Improvements for Nonprofit and Tribal Transportation Providers. With new flex-route transit services provided by nonprofit and tribal transportation providers, there is an opportunity for creating a single software solution for transportation providers to manage trips and for riders to schedule trips. The platform also could, hypothetically, make it easier to move toward day-of on-demand service for deviations. In addition, the flex-routes could use signage enhancements at the designated stops so the public is more aware of the services/routes/stops.

- Snotrac could explore options such as GOIN to serve as a single platform for managing trips and rider trip planning & scheduling.

- Snotrac could create and implement bus stop signage enhancements, in conjunction with the nonprofit and tribal transportation providers, Community Transit, and local jurisdictions.

Initiative 1.6 - More Transit Together. A 2021 study by the two transit agencies suggests consolidation would result in significant improvement to transit service within Everett. For example, consolidation would result in 45% more jobs within a 30-minute ride for Everett residents, whereas a smaller increase in the sales tax for transit from six-tenths to nine-tenths would result in an 11% increase in job access. As of September 2026, the City of Everett and Community Transit are working towards consolidating the agencies.

- Snotrac is communicating the benefits of consolidation to Everett residents. (CMP 8)

Initiative 1.7 - Post-2024 Gap Analysis following Community Transit Restructure. On September 14, 2024, Community Transit implemented its most significant restructure of its fixed-route transit network since the agency began. While the agency's long-range plan Journey 2050 provides direction for future service changes and improvements, there will likely be unanticipated changes to travel behavior and new service gaps will arise. Community Transit will continue to do its own analysis of emerging gaps, and Snotrac has a unique role of analyzing any emergent mobility needs and opportunities for our priority populations and advocating for solutions.

- Snotrac will conduct a post-implementation assessment of Community Transit's 2024 service change by conducting a survey of priority populations in order to identify any emergent mobility needs and opportunities.

Goal 2. All residents know their available transportation services, can easily plan and schedule trips, and frequently choose non-driving options.

- Every library and community resource center has comprehensive and up-to-date guides about available mobility services. (CMP 5, Action 5A)
- Elected officials, agency and departmental staff, and CBO staff have a broad understanding of the available transportation services and recognize Snotrac as a go-to source for more detailed information about transportation options.
- Clients and community members of community resource centers and other CBOs are trained on the available, and most relevant, transportation services for them. (CMP 5)
- People are able to easily plan and schedule trips across public and nonprofit transportation services using a one-stop online tool, which will also be accessible by phone assistance. (CMP Action 5B)
- New transit-oriented residential and commercial building managers provide programs to encourage walking, biking, and riding transit instead of building unnecessary off-street parking, especially for people with disabilities, older age, youth, and low income. CMP Action 5A)

Past Successes

- North Sound 2-1-1 (2005)
- Travel Training Program at Homage Senior Services (2009-2017)
- Snohomish County Mobility Map / Brochure (2023)
- North Snohomish County Transit Guide & Brochure (2024)

Continuing Activities

Activity 2.1 - Produce and distribute mobility brochures and maps to social service providers, libraries, community centers, senior centers, and other institutions. (CMP 5)

Activity 2.2 - Present at community organizations and host informational tables at community events to share information about the existing transportation services, especially as it relates to priority populations. (CMP 5)

Activity 2.3 - Send regular newsletters with important updates about transit services changes, events, and news. (CMP 5)

Activity 2.4 - During Snotrac Community Partners meetings, provide opportunities for public and nonprofit transportation providers to share information about their services. (CMP 1.1, 5)

Activity 2.5 - Advocate and support the implementation of a One-Call, One-Click system for mobility services in the Central Puget Sound Region as an innovative technology which makes it easier for individuals with special transportation needs to travel. (CMP Action 5B)

Activity 2.6 - Encourage affordable non-motorized transportation options by partnering with other organizations to promote Bike to Work Day, Bike to School Day, Bike Month, Transit Month, and commute challenges. (CMP 5)

Opportunities

Initiative 2.1 - Mobility Navigators.

Each transportation provider provides some travel training to its riders. Community Transit has the most robust program, which focuses on CTR-affected worksites and is expanding to schools and apartment complexes. These efforts prioritize educating riders on how to use the individual agency's services rather than a holistic approach in helping people understand all of the transportation services across Snohomish County, including those transportation options provided by Homage Senior Services, Lincoln Hill Retirement Community, Northshore Senior Center, Monroe Senior Center, Tulalip Tribes, and Sauk-Suiattle Tribes. There is a need to educate community members as well as community-based organization (CBO) staff about all of the transportation services across the county provided by all providers.

- Snotrac will hire staff to conduct mobility navigation within CBOs and at community events. Activities could include providing 1-to-1 consultations, presenting at organizational community meetings, leading transit field trips, and providing 1-month free Orca cards. CBOs may include: Boys & Girls Club, Connect Casino Road, Homage Senior Services, Latino Educational Training Institute, Stilly Valley Health Connections, Sno-Isle Libraries, Volunteers of America, and Village Community Services. (CMP 5)

Initiative 2.2 - Mobility Navigation at New Development

Transportation demand management (TDM) and Mobility Management are twin siblings with similar objectives and similar activities but for slightly different purposes. Mobility Management focuses on improving the lives of non-drivers with disability, older age, youth, and low income through improved transportation services and information sharing; TDM focuses on encouraging people to become non-drivers through improved transportation services and education and encouragement programs. Mobility Management prioritizes social equity; TDM prioritizes reducing congestion and addressing climate change.

At the state level within WSDOT, these priorities are beginning to be blended between the state Mobility Management and TDM programs, with the potential to create a new program called the "Mobility Partnership Program." This presents a potential opportunity for funding and programmatic growth.

Commute Trip Reduction (CTR) is one specific type of TDM. CTR is a state-mandated program for large worksites (100+ employees who arrive to work between 6 and 9 a.m.). Everett Transit oversees CTR compliance in Everett, and the other cities and the county contract with Community Transit to oversee CTR compliance in those areas.

Other types of TDM include:

- In exchange for allowing lower off street parking than required, mandating that a developer and successive property owner/manager implement TDM strategies to reduce the drive-alone rate to a residential or commercial building. The Cities of Seattle, Tacoma, Redmond, Bellevue, and Kirkland condition the property deed to include a contract/membership with a nonprofit transportation management organization (TMO) to ensure ongoing compliance to the agreed upon TDM strategies.

- During major roadway construction, a public works department often will encourage people to switch their trips from driving to transit, walking, or biking in order to relieve congestion. For example, during the emergency repairs to the West Seattle Bridge in 2020-2021, the City of Seattle contracted with Alta Planning+Design to run a public education campaign, increase water taxi and bus service, distribute free bus passes, and improve bikeway options.

- During major sports and entertainment events, cities, transit agencies, and event producers frequently partner to encourage event attendees to ride transit. For example, Climate Pledge Arena works closely with season pass holders to create habits for taking transit rather than driving, financially supports the operation of the Seattle Monorail, and often have bike valet options for people to park their bikes.

In 2023, Snotrac contracted with Nelson\Nygaard, which produced a recommendations report on the current state of TDM efforts in Snohomish County and what jurisdictions should do to improve their TDM efforts. The report recommended the creation of a TMO, and that local jurisdictions should require new residential and commercial properties to contract with the TMO for TDM services.

As part of the establishment of Snotrac as a 501(c)(3) organization in 2023, the Board of Directors voted to establish a sibling organization that would serve as a TMO for Snohomish County, modeled after the organization Move Redmond. As a result, the organization Connect Snohomish County (#ConnectSnoCo) was incorporated. However, no additional effort was made on #ConnectSnoCo and so it has been administratively dissolved.

- Snotrac will continue toward making progress on establishing a TMO, whether the TMO is officially housed within #ConnectSnoCo or Snotrac, that will provide TDM programming to new residential and commercial properties, especially near new and future high-capacity transit stations. Snotrac and/or #ConnectSnoCo will coordinate with Everett Transit and Community Transit and their CTR efforts, but Snotrac and #ConnectSnoCo will not engage in CTR efforts. A unique priority of Snotrac and #ConnectSnoCo will be the intersection of TDM and Mobility Management: supporting the mobility needs of priority populations who are non-drivers. (CMP 5)

Goal 3: Snotrac and residents are strong voices for creating better communities and transportation systems.

- Community leaders, stakeholders, and the general public recognize Snotrac as an effective advocate for better communities and transportation systems.

- A robust network of residents and CBOs are educated on transportation and land use issues and are actively advocating for bettering their communities and transportation systems. (HSTP Strategy 3)

- Snotrac is a partner to public agencies in policy development and community engagement efforts, in alignment with Snotrac's mission and vision.

Policy Priorities

Under Goal 3, Snotrac's top policy priorities are:

- Creating a robust transit network that maximizes ridership in urban areas and serves non-drivers in the rural areas. (CMP 2.1, 3, 4)
- Eliminating traffic fatalities and serious injuries through the Safe Systems Approach to roadway design. (CMP 7.1)
- Creating robust and accessible networks of walkway, bikeway, and trail networks, especially to access transit, schools, and parks. (CMP 7.1)
- Creating affordable age- and ability-friendly communities for all people. (CMP 7.3)
- Reducing vehicle miles traveled and increasing vehicle electrification to address air pollution and climate change. (CCA, VISION 2050)
- Increasing public understanding of how past racial discrimination in land use and transportation policies has shaped current outcomes and how these outcomes can be redressed. (HEAL, VISION 2050)

Safe Systems Approach Traffic fatalities and serious injuries remain at historic highs in Snohomish County and across the country. Traffic crashes disproportionately impact people of color, low income, older age, and disability. Several cities are participating in a regional Vision Zero and Safe Systems planning process to adopt and implement strategies to address traffic violence.	**Affordable Age- & Ability-Friendly Communities** Snohomish County and all its cities will update their comprehensive plans in 2024. The new plans will have an increased focus on transit-oriented development, investments in street safety, and abundant housing for people at all income levels. From 2025 through 2034, jurisdictions will be working to implement their new policies through their development regulations and investments.

Past Successes

- Held many guest speakers on important and current issues as stand-alone webinars and during Partners meetings. (2020-2024)

- Adoption of Connect Lynnwood Plan, a long-range plan for walking, biking, and accessibility projects; and preservation of funding for accessibility, bike, and pedestrian projects in Lynnwood. (2022)
- Earned significant media coverage of the traffic violence crisis. (2022)
- Supported Connect Casino Road in engaging on Everett Link Extension Project, including securing funding from APTA to support community outreach efforts. (2022-2023)
- Significant growth of Snotrac's newsletter list through the speaker series and the Snow Goose naming contest. (2020-2024)
- State legislature modified the statute for automated traffic enforcement to make it more effective and equitable. Several local cities continue to implement new automated enforcement measures. (2022-2024)
- Provided three presentations on HEAL Act requirements. (2022-2023)
- Published best practice guide for equitable community engagement. (2023)
- Held Universal Design Forum and published white paper summary of the forum. (2023)
- The Department of Licensing changed its interpretation of the gas tax exemption statute, resulting in fair treatment for all nonprofit specialized transportation providers. (2024)

Continuing Activities

Activity 3.1 - Host relevant presentations on current topics at bi-monthly Community Partners Meetings.

Activity 3.2 - Send regular newsletters with information about relevant news, updates, events, webinars, research reports, and calls to action.

Activity 3.3 - Research and advocate for best practices and policies, including by writing white papers, reports, and comment letters.

Activity 3.4 - Present at city and community meetings and events.

Activity 3.5 - Have staff-level conversations department and agency staff, including transit, public works, planning, parks, police, and schools.

Activity 3.6 - Regularly communicate with elected officials at the municipal, state, and federal levels.

Activity 3.7 - Serve on relevant community advisory groups.

Activity 3.8 - Build public awareness through earned media.

Activity 3.9 - Be a member of, and participate in events and activities organized by, statewide and national organizations focused on transportation issues and the needs of priority populations for situational awareness of the latest state and federal policy issues.

Activity 3.10 - Promote inclusive engagement strategies and activities among government agencies.

Activity 3.11 - Host public panel discussions and speakers on important and emerging issues.

Activity 3.12 - Build a base of informed and active community members who are voices within their jurisdictions and area aligned with Snotrac's mission, vision, and priorities.

Opportunities

Initiative 3.1 - Walk & Bike Audits. A great way to educate and engage community members in the transportation challenges within their communities is to conduct a walk or bike audit to assess real-world mobility gaps. The audits can help build-up local community leaders who can be forces of change. The audits are also opportunities to partner with the Snohomish County Target Zero Program, schools, and local bike advocacy groups.

- Snotrac will partner with organizations to host walk and bike audits. (CMP 7.1)

Initiative 3.2 - Groundbreakings & Ribbon Cuttings. It is often commented how mega projects get built because they come with ribbon cutting events where leaders get recognized. With dozens and dozens of big and small transit, sidewalk, crosswalk, bikeway, and trail projects expected to break ground or be completed within the next five years in Snohomish County, there are plenty of opportunities to draw media and public attention to these important projects while raising the profile of Snotrac.

- On August 30, 2024, Snotrac organized the community celebration of the Lynnwood City Center Light Rail Station grand opening.
- Snotrac can provide public relations support and help organize celebrations for many other groundbreakings and ribbon cuttings, such as for the Stride Line on I-405 in 2028, *Swift* Gold Line, and the many upcoming sidewalk, bikeway, and trail projects.

Initiative 3.3 - Annual Snotrac Awards Event. An annual event would provide an opportunity for community building and celebration, while also raising the profile of the organization to key community leaders who would be recognized during the event.

- Snotrac will hold an annual event for Snotrac partners to meet in person, to network, and to give out awards.

Initiative 3.4 - Mobility Policy & Leadership Program. Within Snohomish County, there are few individuals who are knowledgeable enough on transportation policy and skilled enough at influencing decision-making to make effective change within their communities to close mobility gaps. In addition, there's an opportunity to train staff within public agencies and CBOs on transportation policy, environmental justice, and the unique challenges of Snotrac's priority populations. WSTA's Transit's Next Leader Institute and Cascade Bicycle Club's leadership development program are two examples of transportation leadership development programs that have been effective in teaching individuals the skills they need to grow as people and make the world a better place.

- Contingent on additional Consolidated Grant funding, Snotrac will develop and facilitate a multi-week program to teach cohorts of community members about transportation policy, decision-making processes, and advocacy. Future cohorts might focus on developing transportation knowledge within the staffs of CBOs and public agencies. (HSTP Strategy 3)

Initiative 3.5 - Partnerships with Public Agencies for Community Outreach and Stakeholder Engagement. In 2023, WSDOT began engaging with Snotrac to assist in facilitating community outreach and stakeholder engagement efforts as it relates to WSDOT's efforts to improve the safety of SR99. Such partnerships between public agencies and CBOs is a recommended equitable engagement strategy from Snotrac's best practices guidebook on the subject.

- Snotrac will remain open and ready to support WSDOT and other agencies with equitable community outreach and stakeholder engagement efforts on transportation projects as opportunities arise.

Goal 4. Priority populations will remain safe during public emergencies.

- In preparing for public emergencies, emergency, transportation, and human service professionals plan with intentionality for the safety of people with disabilities, older age, and low income.
- Public transportation agencies understand that they both can help get people to warming, cooling, and cleaner air shelters and pandemic testing and vaccination centers, they often can also provide space for these facilities.

Past Successes

- In 2020, maintained an online community resource webpage about the locations for COVID-19 testing and how to get to the sites.

Continuing Activities

Activity 5.1 - Participate in the Regional Alliance for Resilient and Equitable Transportation, and maintain regular communication of regional emergency management issues and efforts to Snotrac partners. (CMP page 10)

Activity 5.2 - Assist emergency managers in Snohomish County by sharing information and resources about existing transportation services and assist in coordination as requested. (CMP page 10)

Activity 5.3 - Support the creation of the Transportation Providers Network to assist in the case of a public emergency. (CMP page 10)

Opportunities

Initiative 1.1 - Clear Standards for Free Transport to Centers. Advocate for clear guidelines when public transit agencies will provide free transport of individuals to warming, cooling, cleaner air, and similar centers, with the guidelines clearly published on the agencies' websites and drivers trained.

Initiative - 1.2 - Public Transit Facilities for Response. Increase the willingness of public transit agencies to use their facilities as emergency response facilities, such as when Community Transit supported a COVID-19 testing and vaccination site at the Ash Way P&R and Pierce Transit stood-up a cooling tent at one of its park & rides.

1715 100th PL SE
Everett, WA 98208
www.homage.org

September 8, 2026

Brock Howell, Executive Director
Snohomish County Transportation Coalition
3201 Smith Ave
Everett, WA 98201

Re: 2027-2031 Consolidated Grant Application for Snotrac

Dear Mr. Howell,

Homage is pleased to continue to support the Snohomish County Transportation Coalition (Snotrac) submission for the Public Transportation Consolidated Grant Application to the Washington State Department of Transportation for the 2027-2031 biennia. Our support of this grant application is accompanied by a commitment to a contribution of $2,500 annually.

Sincerely,

DocuSigned by:
Juli Rose
9AC3CF7B16454D1...

Juli Rose
Senior Director of Programs
Homage Senior Services