



**CITY OF EDGEWOOD
COUNCIL STUDY SESSION AGENDA**

Tuesday, September 15, 2020 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Roll Call, Pledge of Allegiance

2. COUNCIL BUSINESS

A. Discussion – Development Review

B. Discussion – Building Codes

C. Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)

D. Discussion – Ordinance - Mayoral Term Limits

E. Discussion – 36th and Meridian Park Ground Breaking Ceremony

3. OTHER COUNCIL ITEMS

4. ADJOURN

Study Sessions are meetings for Council to review upcoming and pertinent business of the City, no action is taken by the City Council. Study Sessions are open to the public, but public input is reserved for the regular Council meetings

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253) 952.3299, 24 hours in advance.



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Development Review	Agenda Item #: 2.A
	For Agenda of: 09/15/2020
	Prepared by: James Tumelson
Attachments (list): 1. August Development Numbers	
Approval of Materials: James Tumelson Rachel Pitzel 9/11/2020 Dave Gray 9/11/2020 Daryl Eidinger 9/11/2020	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: N/A

Summary Statement:

I will be discussing the current permitting volumes and how they compare to last years permit activity.

Item History:

N/A

Recommended Action:

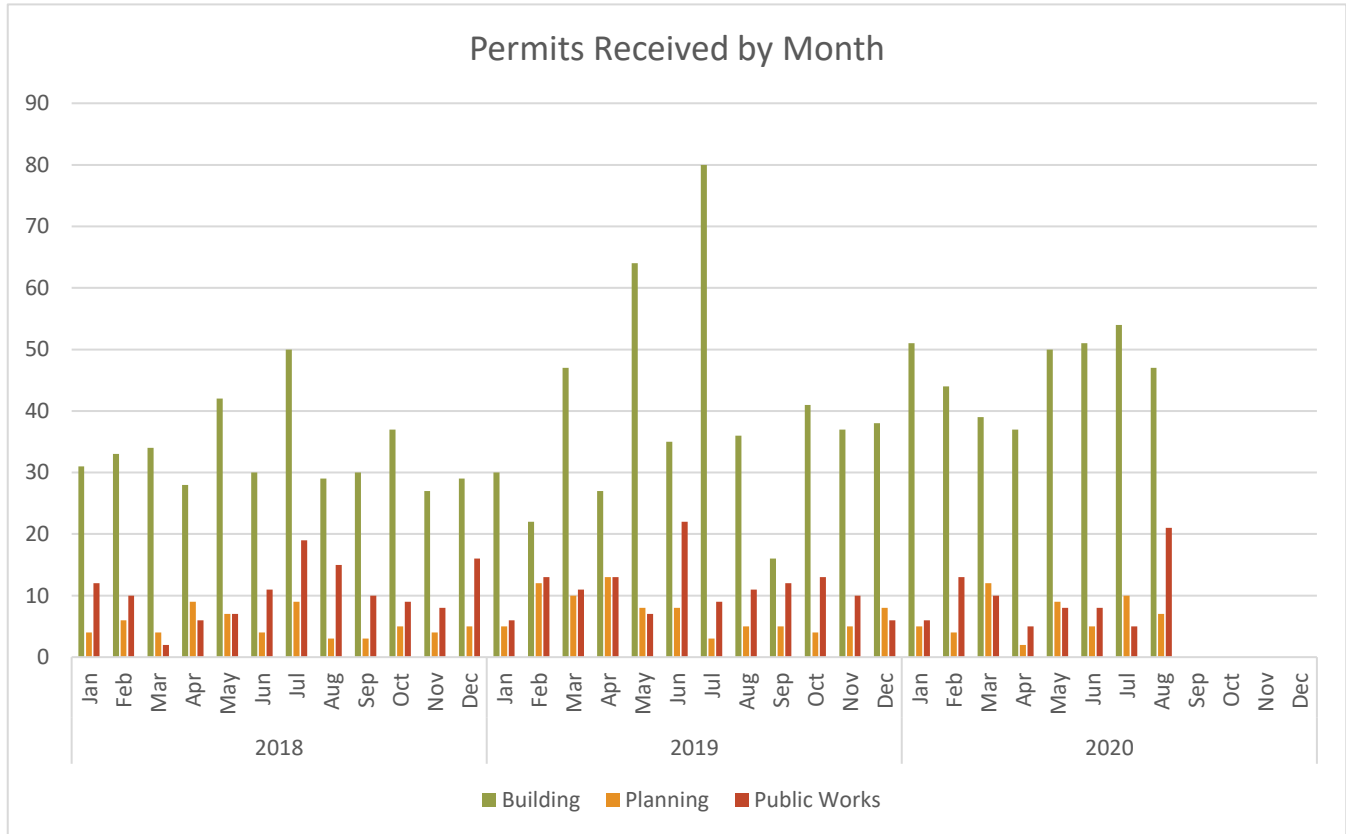
Hold a discussion on Development Review

Fiscal Note/Consideration:

N/A

Aug 2020

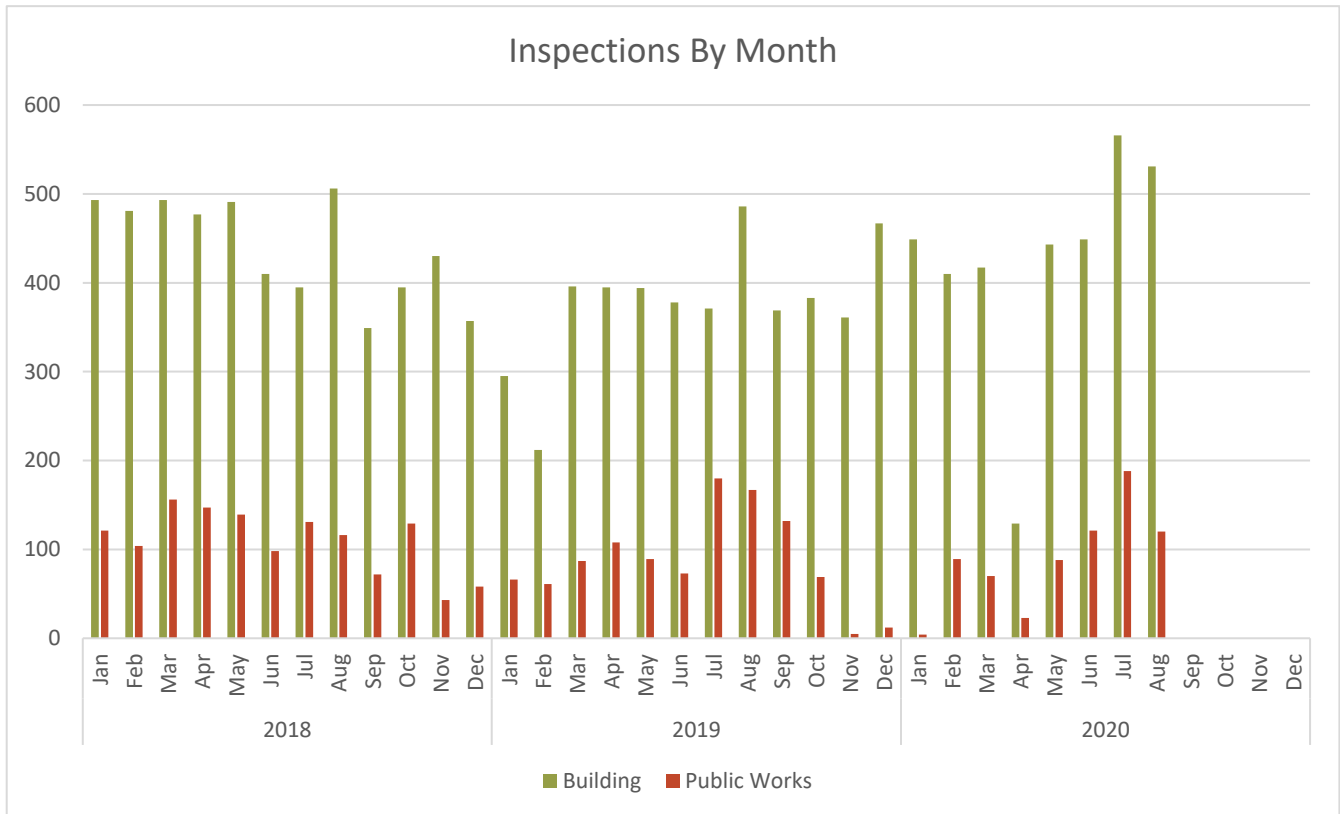
City of Edgewood Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Aug 2020	47	34	7	4	21	16
Aug 2019	36	32	5	2	11	6
Aug 2018	29	28	3	4	15	10
Average 2020	47	31	7	3	10	8
Average 2019	39	38	7	6	11	10
Average 2018	33	32	5	2	10	7
YTD 2020	373	246	54	23	76	61
YTD 2019	341	295	64	50	92	85
YTD 2018	277	264	46	10	82	50
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2020	Jul	54	Mar	12	Aug	21
Highest Month 2019	Jul	80	Apr	13	Jun	22
Highest Month 2018	Jul	50	Apr	9	Jul	19

Aug 2020

City of Edgewood Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Aug 2020	531		120	
Aug 2019	486		167	
Aug 2018	506		116	
Average 2020	283		59	
Average 2019	376		87	
Average 2018	440		110	
YTD 2020	3394		703	
YTD 2019	2927		831	
YTD 2018	3746		1012	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2020	Jul	566	Jul	188
Highest Month 2019	Aug	486	Jul	180
Highest Month 2018	Aug	506	Mar	156



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Building Codes	Agenda Item #: 2.B
	For Agenda of: 09/15/2020
	Prepared by: James Tumelson
Attachments (list):	
Approval of Materials: James Tumelson Rachel Pitzel 9/11/2020 Dave Gray 9/11/2020 Daryl Eidingen 9/11/2020	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: N/A

Summary Statement:

The State Building Code Council has a proposed adoption date of February 1st 2021 for the 2018 International codes. I have also observed sections of the EMC during my time as the Building Official here that are in need of modification and updating.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff direction to Discussion – Building Codes

Fiscal Note/Consideration:

N/A



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)	Agenda Item #: 2.C
	For Agenda of: 09/15/2020
	Prepared by: Daryl Eidinger
Attachments (list): 1. REAL Scope of Services 2. Pricing	
Approval of Materials: Daryl Eidinger Rachel Pitzel 9/11/2020 Dave Gray 9/11/2020 Daryl Eidinger 9/11/2020	Expenditure Required: N/A Amount Budgeted: N/A Timeline: Continued discussion

Summary Statement:

This item is a reoccurring item for each study session.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff direction to Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)

Fiscal Note/Consideration:

N/A

REAL Proposed Scope of Services for Your City

Dear City Leader,

Thank you for your interest and commitment to advancing a racial equity agenda in your city. The National League of Cities (NLC) Race, Equity And Leadership (REAL) department offers a scope of services to support your city's interest and commitment that balances local government leadership and community engagement to address systemic and structural inequities. Our experience suggests that improving the racial equity in these systems and structures requires political will, a readiness among all participants to not do business as usual, and commitment from top local leaders, public agencies, civil society, and the community.

Background

NLC created the [Race, Equity, And Leadership](#) (REAL) department to strengthen local government leaders' knowledge and capacity to eliminate racial disparities, heal racial divisions, and build more equitable communities. REAL does this through several intervention channels and support systems with the understanding that local government leaders may not know where or how to start. REAL has three focus areas to support cities:

1. Provide **Training & Technical Assistance** that builds the capacity of local government leaders to identify racial disparities and effectively challenge and address issues through policy and practice.
2. Offer **Network Building** opportunities that promote peer-to-peer learning and showcase local government leaders who are advancing efforts through REAL.
3. Establish a **Field of Practice** that leverages new and existing partnerships, and shares knowledge and resources across cities that promote innovative solutions to racial equity challenges in local government.

All of our workshops include:

- **Interactive and experiential components.** Adult learning styles vary. We use varied forms (including exercises and small group discussions) to share information to ensure learning objectives are met.
- **Explicit conversation and facilitation to illuminate the connection between individual, institutional, and structural racism.** Our training methodology allows participants to make connections between individual experiences and the broader societal and structural ways in which race is constructed. We focus on institutional and structural strategies, as those are most effective for leveraging change.
- **Strong, expert facilitation.** Conversations about race can sometimes be difficult. We have a team of expert facilitators who are prepared to lead and guide conversation and to re-design activities in the moment to ensure participants' time and experience is maximized.
- **Applying learning.** Racial equity concepts can, at times, be abstract. Our workshops focus on the application of learning in the work place. *Doing* is often the best teacher.

REAL recognizes the importance of responding to unique situations. Context matters. We tailor workshops and learning activities to best meet the needs of participants and organizations. All of our workshops are informed by:

- Context setting to understand how best to tailor content and exercises
- Background research to ensure content is relevant and focused on connections between institutional and structural change
- Interviews with a selection of participants to ensure design meets needs and expectations of participants

Leadership and staff must *normalize* racial equity as a key value and have clear understanding and shared definitions, *operationalize* equity via new policies and by transforming the underlying culture of our organizations, and finally, *organize*, both internally and in partnership with other institutions and the community.

The deliverables and actions described in this scope provides the core areas of our services. We are strong believers in co-design; if any of our proposed options is either more, or less extensive than your desired direction, we would welcome the opportunity to adjust our scope to meet the scale of your expectations. If you have any questions, please do not hesitate to contact us at real@nlc.org.

Proposed Scope of Available Services

Assessment

Establishing an understanding of the context for action is essential for building an effective institutional transformation strategy. We recommend four steps in developing a shared analysis of how work within the city should proceed.

Survey of Staff. Key to program design and implementation is the collection of data from a broad cross-section of jurisdiction employees to understand perspectives on racial equity, areas of momentum upon which new work can be built, and places where challenges need be addressed. REAL will work with your city leadership and staff to review, refine, and customize any instruments (i.e., surveys) used in collecting data. The initial survey process is often foundational, allowing for bi-annual redelivery of the instrument to track progress over time.

Institutional Assessment. As part of the training process, the city leadership team is provided with an assessment continuum that can be used to chart the progress toward creating an equitable workplace. The continuum is employed during the training cycle.

Stakeholder Mapping. REAL works closely with local community partners to assess, design, and develop an approach for engaging a catalytic segment of community leaders to embody in attitude and action the traits that promote racial equity and racial healing. The approach will reflect an intent for significant collaboration and appropriate integration or alignment with kindred initiatives that may already exist in the school districts, faith institutions, business sector, or community organizations.

Data Governance. An initial assessment will be provided that examines what data across agencies is collected and disaggregated by race and ethnicity. Analysis will be provided on the available disaggregated data to identify potential patterns disparities. Recommendations will also be offered for improvements to infrastructure and processes to support disaggregation of data by race and ethnicity, including potential framing questions for discussion with your city department leaders.

Training

REAL offers a four-part training series on racial equity. Each session is described briefly below but will be subject to modification based on new virtual learning or developments from conversations with our city partners.

Leadership Training Session Objectives:

- Understand promising practices in local government to advance racial equity
- Develop a shared understanding and common definitions for advancing racial equity
- Identify opportunities to use a racial equity tool and data to drive results
- Build an internal infrastructure for racial equity that includes opportunities to partner with the community

REAL 100: Normalizing Racial Equity in Local Government (8 hours minimum)

These sessions provide an introductory overview for city leaders and staff on the history of institutional and structural racism in America. This training will equip leaders and staff with a shared language for racial equity, examine existing racial disparities in cities and its implication for advancing racial equity, and introduce important concepts and tools for organizing and operationalizing racial equity.

Key learning topics: *equity versus equality, implicit and explicit bias, individual and institutional bias, levels of racism, racial equity tools, disaggregating data, community engagement strategies*

REAL 200: Operationalizing Racial Equity in Local Government (8 hours minimum)

These sessions will explore the implications and impacts of institutional and structural racism for members and staff. City leaders and staff will spend a significant amount of time learning how to use a racial equity tool as they explore structural changes to daily operations, budgeting, communications, community engagement, and decision-making.

Key learning topics: *institutional and structural racism, racial equity tools, racial equity goals, community engagement strategies, head versus heart strategies, inside versus outside strategies, communication tools for talking about race*

- **Using a Racial Equity Tool** – Instruction and practice on how to use a racial equity toolkit within policy, program, and budget decision-making processes. Participants will gain skills by using the tool with their own lines of business that they would like to assess from a racial equity perspective.

- ***Communicating for Racial Equity*** – Communicating about race can sometimes be a challenge, but preparation and strategy make a big difference. This training provides tools for both interpersonal communication and communicating with the media and broader outside audiences.

REAL 300: Organizing Racial Equity in Local Government (16 hours minimum)

These sessions will be an opportunity for city leaders and staff to review the topical issues identified from the previous sessions and current issues shared during the sessions. City leaders and staff will learn and apply the racial equity tool to these priorities and determine an approach for advancing racial equity in their city and could include the development a racial equity plan.

Key learning topics: *Racial equity tools, racial equity goals, racial equity plan, case studies*

- ***Developing a Racial Equity Action Plan*** – Developing a Racial Equity Action Plan entails putting ideas and understanding into action, including building organizational infrastructure across the breadth (all functions) and depth (up and down hierarchy), using a Racial Equity Tool, and developing and implementing strategies.
- ***Tools for Organizational Change*** – This workshop provides hands-on exercises to discuss moving organizational change within government. Content is tailored to meet participants’ needs, and includes stakeholder analysis, power and politics, and tipping point theory.

REAL 400: Train the Trainer in Advancing Racial Equity in Local Government (8 hours minimum)

- Share curriculum that builds on the existing and growing field of governmental practices to advance racial equity. Participate in “train-the-trainer” sessions, so that internal capacity is built to implement and sustain training.

REAL Talk Community Conversation Series

The REAL team can also work closely with the city and key community partners to host a REAL Talk series, which engages city and community leaders in a series of healthy and authentic conversations on race and draw conclusions from these conversations in order to make appropriate recommendations to city leadership.

The REAL team will co-design, develop and organize a replicable approach/model for engaging a catalytic segment of local neighbors to embody in attitude and action the identified culture traits that promote equity, inclusion, racial healing and relational trust.

Meetings will be organized to facilitate healthy community conversations by employing effective practices that cultivate both deep appreciation and understanding of the values of hospitality, respect, inclusion, justice and dignity and advancing equity in key topical areas (i.e., education, jobs, and economic development). This approach will also reflect intent for significant collaboration and appropriate integration or alignment with kindred initiatives in your city and other existing community-driven efforts.

The REAL Talk Community Conversations will also incorporate opportunities for participants to review, understand and reflect on local disparities in human outcomes as measured by city data. In reviewing local data disaggregated by race, participants will begin to understand trends and disparities in the city that have differential impacts by race. These conversations will also develop opportunities to

engage with community members regarding their own understanding and insights of the data and the root causes of these disparities that will inform the data analysis efforts.

The number of hosting/convening organizations & structure of the series of REAL Talk Community Conversations will be appropriately scaled to fit “capacity” and to ensure quality of process and outcomes, transparency and the optimal experience of all participants. A host organization is one who convenes the community conversations at their facility. A convening organization provides support, leadership for a community conversation convened at a public or more central facility.

REAL Talk Community Conversations with community leaders: Anticipated areas to include but not limited to are:

1. **Narrative Change-** examining how to create and distribute new narratives in communications, digital and social media, monuments and parks and in the way we communicate that can influence people’s perspectives, perceptions and behaviors about and toward one another.
2. **Racial Healing and Relationship Building-** focusing on ways for all of us to heal from the wounds of the past, to build mutually respectful relationships across racial and ethnic lines that honor and value each person’s humanity, and to build trusting intergenerational and diverse community relationships that better reflect our common humanity.
3. **Segregation/Separation-** examining and finding ways to address segregation, colonization and concentrated poverty in neighborhoods to ultimately ensure equitable access to health, education and jobs.
4. **Local Economy:** studying structured inequality and barriers to economic opportunities and recommending approaches that can create an equitable society.

Technical Assistance and Capacity Building

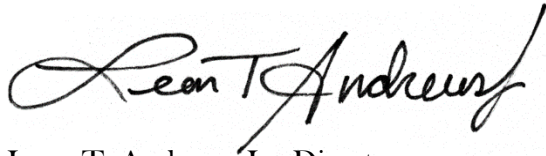
Normalizing conversations about race includes developing and sharing a racial equity framework as well as operating with urgency and accountability. REAL will offer recommendations for developing a Core Team drawn from across departments that will sustain the engagement and build leadership that can facilitate greater commitment to advancing racial equity throughout the jurisdiction. The training that REAL offers is more effective when it is balanced with technical assistance and the capacity building of a Core Team that is created and responsible for ensuring the sustainability of the city’s commitment to advancing racial equity.

Your city does not have to commit to all of the services described above to begin moving forward. REAL can work with your city to explore different levels of investment – **Short-Term, Intermediate, Long-Term, and Sustained**. Each level of investment identifies the four critical components of support REAL offers that was briefly described above – **Assessment, Training, Technical Assistance, and Capacity Building**. We look forward to discussing further what makes the most sense for moving forward based on the village’s current capacity and opportunity.

What we are proposing will support the creation of deeper shared understanding among leadership and increased staff capacity for implementation across key projects. Our approach incorporates proven practices and replicates success, changing the norm of what is expected and possible from government.

We appreciate your leadership and are excited about the possibility of working with your city. Please contact us at real@nlc.org with questions or to discuss next steps.

Sincerely yours,

A handwritten signature in black ink that reads "Leon T. Andrews, Jr." The signature is fluid and cursive, with a long horizontal stroke at the end.

Leon T. Andrews, Jr., Director
Racial Equity And Leadership
National League of Cities

Pricing varies significantly based on a number of variables. The charts below will give you a general sense of what goes into our pricing. You will notice that we do take into account size of city, town and village as we adjust our pricing but want to be clear that these are not set prices.

ENGAGEMENT PACKAGE OPTIONS



SHORT TERM	INTERMEDIATE	LONG TERM	SUSTAINED
Assessment: Staff & Elected Leadership	Assessment: Staff; institutional	Assessment: Staff, institutional and stakeholder mapping	Assessment: Staff, institutional, stakeholder mapping and data governance
Training: REAL 101	Training: REAL 101 and 201	Training: REAL 101, 201, and 301	Training: REAL 101, 201, 301, 302
Technical Assistance: (up to 5 hours)	Technical Assistance: (up to 10 hours)	Technical Assistance: (up to 20 hours)	Technical Assistance: (up to 30 hours)
Capacity Building: Recommend options for continuity, sustainability	Capacity Building: Support and Counsel Core Team	Capacity Building: Schedule in-person planning meeting with Core Team	Capacity Building: Facilitate a Train the Trainer session with Core Team

ENGAGEMENT PACKAGE PRICING



PACKAGE OPTIONS	SHORT TERM	INTERMEDIATE	LONG TERM	SUSTAINED
Assessment	\$4,000.00	\$8,000.00	\$12,000.00	\$33,500.00
Training	\$12,000.00	\$24,000.00	\$36,000.00	\$48,000.00
Technical Assistance	\$750.00	\$1,500.00	\$3,000.00	\$4,500.00
Capacity Building	\$1,125.00	\$2,250.00	\$5,000.00	\$12,000.00
	\$17,875.00	\$35,750.00	\$56,000.00	\$98,000.00
Admin	\$1,787.50	\$3,575.00	\$5,600.00	\$9,800.00
Small City Discount 40%	\$7,865.00	\$15,730.00	\$24,640.00	\$43,120.00
Total -- Small City	\$11,797.50	\$23,595.00	\$36,960.00	\$64,680.00



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance - Mayoral Term Limits	Agenda Item #: 2.D
	For Agenda of: 09/15/2020
	Prepared by: Daryl Eiding
Attachments (list): 1. Ordinance No. 20-0585 2. Term limits	
Approval of Materials: Daryl Eiding Rachel Pitzel 9/11/2020 Dave Gray 9/11/2020 Daryl Eiding 9/11/2020	Expenditure Required: N/A Amount Budgeted: N/A Timeline: SS 09/01/2020 Discussion SS 09/15/2020 Discussion RCM 09/22/2020 Action

Summary Statement:

Members of the Council have requested a discussion regarding term limits for the Office of Mayor, since it was not included in the discussion when Edgewood changed to a strong mayor form of government. As part of the discussion, the Mayor has requested to include discussion of term limits (or removal) for the Council.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff guidance regarding Ordinance No. 20-0585, Mayoral Term Limits

Fiscal Note/Consideration:

N/A

ORDINANCE NO. 20-0585

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, ADOPTING A NEW SECTION 2.10.015 OF THE EDGEWOOD MUNICIPAL CODE PROVIDING FOR MAYORAL TERM LIMITS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council previously adopted EMC Section 2.10.010 imposing a two-consecutive-term limit on holding office as a City Councilmember; and

WHEREAS, the City Council has determined that the office of Mayor should also be limited to no more than two consecutive four-year terms;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. EMC Section 2.10.015, Adopted. A new Section 2.10.015 of the Edgewood Municipal Code is hereby adopted to read as follows:

2.10.015 Term Limits for Office of Mayor.

No person shall be allowed to serve in the office of Mayor for more than two consecutive four-year terms; provided, this prohibition shall not disqualify any person now serving as Mayor from completing the term of office that he or she has been elected to serve as of the effective date of this Ordinance.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON THE ____ DAY OF _____, 2020

Mayor Daryl Eiding

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC

City Clerk

APPROVED AS TO FORM:

Ann Marie Soto, City Attorney

Date of Publication:

Effective Date:

City	Mayor	Council	
DuPont	No	No	
Gig Harbor	No	No	
Buckley	No	No	
Milton	No	No	
Lakewood	2 yrs	4 yrs	*See note below
Steilacoom	No	No	

Pierce County - Executive and Councilmembers are elected to four year terms, and can serve no more than two consecutive terms.

*The Lakewood City Council consists of seven part-time, nonpartisan members elected at-large every two years to staggered, four-year terms. The council elects one of its members as Mayor. Biennially at the first regularly scheduled meeting in January, the Councilmembers shall choose by majority vote, a chairperson from among themselves, and such person shall be titled Mayor. The Mayor shall continue to have all rights, privileges and immunities of a member of the Council and shall serve for a two-year term. Biennially at the first regularly scheduled meeting in January, the Councilmembers shall choose a Deputy Mayor from the members thereof, by majority vote. The Deputy Mayor shall serve in the absence or temporary disability of the Mayor.



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – 36th and Meridian Park Ground Breaking Ceremony	Agenda Item #: 2.E
	For Agenda of: 09/15/2020
	Prepared by: Jeremy Metzler
Attachments (list):	
Approval of Materials: Jeremy Metzler Rachel Pitzel 9/11/2020 Dave Gray 9/11/2020 Daryl Eidingen 9/11/2020	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: N/A

Summary Statement:

With Council's authorization of the construction contract at last week's Regular Council Meeting, Staff is preparing to issue the project's Site Development Permit and hold a pre-construction conference in the coming weeks. While a dedication ceremony is expected following construction and prior to park opening, the Council may wish to hold a groundbreaking ceremony before significant construction activity is underway.

Staff seeks Council's direction on whether or not to hold a groundbreaking ceremony, if it should be held prior to the contractor's mobilization, and how to conduct said ceremony given current restrictions due to the COVID-19 pandemic.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff direction to Discussion – 36th and Meridian Park Ground Breaking Ceremony

Fiscal Note/Consideration:

N/A