



CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA

Tuesday, June 25, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA
Meeting Link: <https://cityofedgewood-org.zoom.us/j/86916509308>

1. CALL TO ORDER

2. PRESENTATION

- A. Mountainview Community Center - Executive Director Jessie Holden

3. INTERVIEWS

- A. Boards/Commission Applicants

4. AUDIENCE COMMENT

5. MAYOR'S REPORT

6. CONSENT AGENDA: *The consent agenda includes items that are routine in nature and are adopted by one motion. Should Council wish to discuss a consent agenda item, the item would be removed from the consent agenda and discussed under Council Business.*

The following items are presented for Council approval:

- A. Regular City Council Meeting Minutes of June 11, 2024
- B. Study Session Meeting Minutes of June 18, 2024
- C. Review of Board/Commission Minutes
- D. **AB24-024-** a motion approving June 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$159,190.69 and Vendor Check Numbers 26169 through 26176, with EFT and Direct Pay Payments in the amount of \$99,039.72. Total distributions submitted for review and authorization in the amount of \$258,230.41.
- E. **AB24-0722** - Resolution 24-0722 authorizing the mayor to execute the first amendment to the current on-call professional services agreement between AEGIS Engineering LLC
- F. **AB24-0723** - Resolution 24-0723 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Associated Earth Sciences (AESI)
- G. **AB24-0724** - Resolution 24-0724 authorizing the mayor to execute the second amendment to the current on-call professional services agreement with AHBL
- H. **AB24-0725** - Resolution 24-0725 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with BHC Consultants LLC
- I. **AB24-0726** - Resolution 24-0726 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Bush, Roed and Hitchings (BRH)
- J. **AB24-0727** - Resolution 24-0727 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Clarity Consulting Engineers PLLC
- K. **AB24-0728** - Resolution 24-0728 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Gray & Osborne INC
- L. **AB24-0729** - Resolution 24-0729 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Herrera Environmental Consultants Inc
- M. **AB24-0730** - Resolution 24-0730 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Raedeke Associates Inc
- N. **AB24-0731** - Resolution 24-0731 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with SCJ Alliance

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.

- O. AB24-0732** - Resolution 24-0732 authorizing the mayor to execute the second amendment to the current on-call professional services agreement with Transpo Group
 - P. AB24-0733** - Resolution 24-0733 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Transportation Solutions Inc
 - Q. AB24-0734** - Resolution 24-0734 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with West Coast Code Consultants Inc
 - R. AB24-0735** - Resolution 24-0735 Six Year Transportation Improvement Plan (TIP) Update
- 7. COUNCIL BUSINESS**
- A. AB24-25** - Mayoral Appointment/Council Confirmation – Boards/Commission Applicants
 - B. AB24-0665** - Ordinance 24-0665 Naming of Streets, Public Facilities, and Public Parks
- 8. COUNCIL COMMENTS**
- 9. ADJOURN**

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**MOUNTAIN VIEW
COMMUNITY CENTER**

**Presentation to
Edgewood City Council
June 2024**

Who We Are

Mountain View Community Center (**MVCC**), a community based non-profit (501-C3), has been serving the **FME community** for over 15 years. Given our roots to our founder and campus partner, **Mountain View Lutheran Church**, MVCC is a faith-inspired organization, however, in our leadership, hiring practices, and program delivery there is no requirement of religious affiliation or faith practice.

We aim to create an inclusive community space providing **FREE** programs that provide care and connection for kids, families, and seniors.

We share our building with the **Edgewood Nourish Food Bank** and enjoy collaborating with the food bank, MVLC, and a wide variety of community partners to bring resources to the FME Community.

Our Vision

A community in which all experience belonging and wellness

Our Mission

To develop successful kids, hopeful families, and active seniors

Our Values

Respect | Collaboration | Service | Connection | Hope



Our Areas of Focus

SUCCESSFUL KIDS

Providing children the resources they need to thrive



Youth Hunger

Removing barriers to learning by alleviating hunger. Offering supplemental nutrition to students through weekend food packs, family soup kits, and summer feeding programs.



Educational Enrichment

Equipping students with the resources and support they need to succeed in school. Providing supplies and instruction through events and programs.



Service Opportunities

Giving children and youth the chance to volunteer in their community. Opportunities include packing food, serving meals, and fun events.

HOPEFUL FAMILIES

Building community and support between neighbors



Community Building

Creating relational environments where families can connect with each other and with other families. Includes our *Seeds of Change* Community Dinner and annual family friendly events.



Basic Needs and Support

Providing basic resources for families in need through our *Good Neighbor Fund*, and partnering with community organizations to direct them to resources.



Holistic Health

Helping families grow by hosting classes and opportunities to learn skills they need to manage family life and to grow in their passions and gifts through service.

ACTIVE SENIORS

Promoting wellness through friendship and fitness



Lunch and Nutrition

Sharing stories and laughter with other seniors while enjoying a nutritious lunch. Meals are based on the nutritional needs of seniors.



Health and Fitness

Increasing balance and strength while improving health through free fitness classes. Hosting guest speakers who address whole-person health and provide valuable resources.



Social Connections

Building friendships and support between seniors in the community over games, activities, and conversation.

Our Programs

Successful Kids



- **Kid PowerPacks**- weekly supplemental food for FME students; serving on average 280 students year-round
- **SouperFamilies**- Crockpots and family meal kits to FME ECEAP Program; serving 40 families weekly during school year
- **Camp Community Explorers**: 2 FREE week-long summer day camps; projecting to serve 100 kids this summer
- **Back to School Event** : Annual distributing of backpacks and supplies, hosted at 3 locations: Edgewood, Milton and Fife. Serves around 1,000 students annually
- **Study Buddies**: Twice weekly after school tutoring and mentorship program. 100% of students showed an improvement in sight words and reading comprehension.
- **Service Projects**: Many of our most loyal volunteers are youth; packing food, serving meals, and performing for our seniors are how we keep our youth engaged and giving back

Our Programs

Hopeful Families



- **Good Neighbor Program:** Providing resource navigation and financial assistance to those impacted by covid-19 or other hardships. Since its inception in April 2020, we have supported over 205 families with housing support and other basic needs and navigated over 335 families to additional resources.
- **Seeds of Change Community Meals** – Free weekly meal on Thursdays with social and education opportunities. Serving an average of 100 meals weekly.
- **Family Connection Events:** Monthly family-friendly social opportunities; activities take place at MVCC and Edgewood City Hall
- **Community Classes:** Partnering with organizations and individuals to bring additional resources to our local community. This year included a yoga classes, online Spanish speaking parenting classes, and youth dance classes.
- **Holiday Hope:** Providing the link and administration between ECEAP Preschool families and sponsors for holiday assistance; in 2023, 39 families were sponsored, with gifts, coats, and food for Christmas.



Our Programs

Active Seniors

- **S.A.I.L Fitness Classes:** Currently offering five free fitness classes to seniors Monday-Thursday; serving an average of 67 unduplicated seniors monthly
- **Senior Café–** Senior Café provides a free weekly lunch each Tuesday to any senior 55+. Most weeks this includes a free presentation that will provide vital information or build connection with other entities in our community. We currently serve an average of 60 unduplicated seniors monthly.
- **Opening Minds Through Art:** 8-week art series for people living with dementia and other cognitive challenges. Lutheran Community Services NW provides the instruction and supplies at no cost.
- **Krafty Krafters:** Weekly senior crafting group organized by the Milton Senior Society. Craft supplies and instruction are provided at no cost. Average of 15 seniors attending weekly.
- **Senior Garden:** New in 2023, 400 pounds of food harvested the first season! Creating connection & friendships while growing produce for Senior Café and striving for abundance to share with local seniors.



Mountain View
Community Center

HOPE LIGHTS THE WAY

h o

interviewcommunitycenter.org

Current Collaborations

Cooling Site

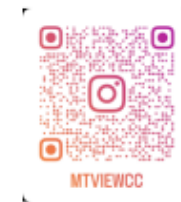
The NOAA National Weather Service (NWS) is the lead agency for the issuance of heat-related Watch, Warning, and/or Advisory (WWA). The NWS HeatRisk forecast provides a quick view of the risk posed by heat over the upcoming seven days.

HeatRisk is portrayed in a numeric (0-4) and color (green/yellow/orange/red/ magenta) scale. According to the Recommended Public Health Action for Extreme Heat, daytime cooling centers should be activated under the Heat Risk Category RED. Therefore, MVCC shall operate a cooling center when the Heat Risk Category reaches **Category Red.**



Mt. View Community Center is teaming up with the City of Edgewood to help neighbors stay cool in extreme heat.

Check our social media page daily for Cooling Center hours of operation!



facebook.com/mtviewcc



**MOUNTAIN VIEW
COMMUNITY CENTER**

Current Collaborations

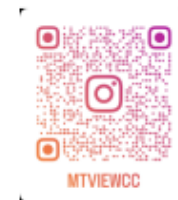
Cooling Site

- The center will be open to all, with no proof of residency required.
- MVCC will be prepared to open a heating or cooling site Sunday-Saturday and will be open a minimum of 4 hours per day, with a focus on midday/late afternoon hours when the heat is most excessive.
- Staffing during emergencies will be provided by MVCC. However, City of Edgewood employees may volunteer or be assigned to assist by the City but should not be relied upon to meet minimum staffing level requirements for heating and cooling center site operation.
- Communications alerting the public to the facility being open as a heating and cooling center site will be made directly by MVCC. The City of Edgewood will communicate said information through normal city communications.



Mt. View Community Center is teaming up with the City of Edgewood to help neighbors stay cool in extreme heat.

Check our social media page daily for Cooling Center hours of operation!



facebook.com/mtviewcc



**MOUNTAIN VIEW
COMMUNITY CENTER**

Current Collaborations Cooling Site

Thank you City Staff and Council for partnering with us once again to make sure local kids have access to food this summer!

SUMMER YOUTH FOOD PACKS

TUESDAYS
11:00 AM-12:00 PM
EDGEWOOD CITY HALL
2224 104TH AVE EAST
EDGEWOOD WA

WEDNESDAYS
12:00-1:00 PM
FAITH FAMILY CHURCH
1702 MILTON WAY
MILTON WA

THURSDAYS
12:30-1:30 PM
FIFE ELEMENTARY
5804 20TH STREET EAST
FIFE WA

Youth must be present for pickup.
FREE Food packs will be available for all youth up to age 18.



MOUNTAIN VIEW
COMMUNITY CENTER

Current Collaborations Movie Nights

- MVCC and City of Edgewood is teaming up to offer free quarterly movie nights
- Location will switch off between the Council Chambers at City Hall and MVCC
- No RSVP is required
- The first movie night will be held at City Hall on **Friday, July 12th at 7:30PM**
- Remaining Dates are 10/11/24, 1/10/25, and 4/11/25 all at 7:30pm
- Special thanks to Councilmember Tomyn for helping organize this partnership!



A promotional poster for 'Free Movie Friday!' featuring green streamers, blue tickets, and logos for the Mountain View Community Center and Edgewood Washington.

Free Movie Friday!

Movie selection coming soon! 😊

Bring your blankets and pillows!
Snacks provided!

JULY 12TH, 2024 | 7:30PM
EDGEWOOD CITY HALL

 MOUNTAIN VIEW
COMMUNITY CENTER

 **EDGEWOOD**
Washington

Upcoming Opportunities

2024 Camp Community Explorers

Help give kids a free, local, and fun summer day camp experience! **Camp Counselor** positions are great for teens, offers a \$100 weekly stipend or verification of volunteer hours, and requires a weekly commitment. **Activity Coordinators** can volunteer for a week or one day. Volunteers must complete training and pass a background check.

Interested in volunteering? Contact Amanda Goetz at amandag@mtviewcc.org or call 253-826-4329 **x106**.

VOLUNTEERS NEEDED!

Summer 2024



CAMP COMMUNITY EXPLORERS

Building community for kids
through STEM, art, health, and fitness



MOUNTAIN VIEW
COMMUNITY CENTER

**\$100
weekly
stipend**

(*For Counselors)

**JULY 15TH - 19TH
AUG 5TH - AUG 9TH
9:00AM TO 12:00 PM**

Upcoming Opportunities

2024 Backpack Give-a-Way

Mark your calendars and save this date! We will be at three pick up locations distributing backpacks and supplies. We serve around 1,000 local students annually.

Interested in volunteering? Contact Amanda Goetz at amandag@mtviewcc.org or call 253-826-4329 **x106**.

SAVE THE DATE!

BACKPACK GIVEAWAY
Saturday, August 17th, 2024



VISIT WWW.MTVIEWCC.ORG

Individuals/Families

There are a variety of opportunities available for you to get involved in our programs, such as helping prepare meals, pack meal kits, support our senior or family events, and much more! Most are KID FRIENDLY, as we love to see families volunteering together!



Come Volunteer with Us!

Groups

Are you a business, church or other social group that wants to volunteer together? If so, MVCC has some great opportunities for you, including meal or serving teams for our community dinners. We will work with you to provide an opportunity for your team that will not only support your local community, but will also be a fun and meaningful team-building experience!



Come Volunteer with Us!

Board Service

MVCC is working towards growing our board of directors with a focus on meaningful diversity and community representation. We prioritize members who live or work in Edgewood, Milton and Fife. If you are interested in learning more, please contact **Executive Director, Jesie Holden** at jesieh@mtviewcc.org, or 253-826-4329 X101.



Come Volunteer with Us!

Click the "Volunteer" button top right side of the website to view all upcoming opportunities!

OPPORTUNITY/PROGRAM		DATE/TIME	ACTIONS
	<u>Power Packs</u> Youth Programs	Multiple Shifts Available	VIEW DETAILS 
	<u>Summer Camp Activity Coordinator - August 5-9</u> Youth Programs	Multiple Shifts Available	VIEW DETAILS 
	<u>Summer Camp Activity Coordinator - July 15-19</u> Youth Programs	Multiple Shifts Available	VIEW DETAILS 
	<u>Summer Camp Counselor - August 5-9</u> Youth Programs	Multiple Shifts Available	VIEW DETAILS 
	<u>Summer Camp Counselor - July 15-19</u> Youth Programs	Multiple Shifts Available	VIEW DETAILS 
	<u>Youth Summer Food Pack Distribution - Fife location</u> Youth Programs	Multiple Shifts Available	VIEW DETAILS 
	<u>Seeds of Change Dinner: Meal Volunteer(s) Thursday August 1, 2024</u> Seeds of Change Community Dinners	Happens On Aug 1, 2024	VIEW DETAILS 

Donate to Support our Work

Make a gift online today! Consider joining our Circle of Hope Monthly Giving Club. Monthly giving is convenient, easy, affordable, and continues to be the income we rely on most, providing sustaining and consistent support MVCC can count on.

Other Ways To Donate



Give by mail. Make your check payable to: Mountain View Community Center
3607 122nd Ave E, Suite A | Edgewood WA 98372



In-Kind Donations: Mountain View Community Center accepts many in-kind donations; especially food items for our Kid PowerPacks **[SEE LIST HERE.](#)**

Please call us at **253-826-4329**, to see if we can use your donation. Thank you!



Employee Giving Platforms: If your employer utilizes an employee-giving platform, you can select Mountain View Community Center as the beneficiary of your donations. You can find us on Benevity and YourCause. MVCC's Federal Tax ID Number (EIN) is 26-4177066. If your company uses another platform, or you do not see us listed, please contact us at contact@mtviewcc.org.

Hope Wins Auction & Casino Night

Join us at the Federal Way Performing Arts Center for a fun and festive evening with games, raffles, live auction, and an opportunity to raise the paddle to support MVCC's programs!

Ticket Sales:

July 20th - August 20th

EARLY BIRD tickets are \$125 each, or Table Sponsor (10 seats) \$1,250

August 21st - October 1st

Tickets are \$150 each, or Table Sponsor (10 seats) \$1,500

We are actively seeking:

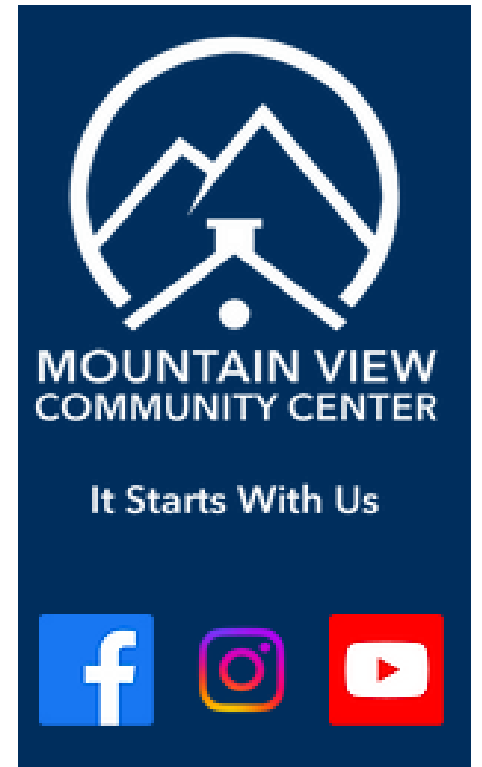
- Event Sponsors (\$10,000- \$50)
- Tickets, trips, or experiences for Live Auction!



Get Connected

Important Links:

- **Website:** www.mtviewcc.org
- **Volunteer Platform:** <https://mtviewcc.galaxydigital.com/>
- **Facebook:** <https://www.facebook.com/mtviewcc>
- **Instagram:** <https://www.instagram.com/mtviewcc/>
- **YouTube:** <https://www.youtube.com/channel/UCZAJGahDiVWeuXV86wWucvQ>



Connect with Us



Jesie Holden,
Executive Director
jesieh@mtviewcc.org



Caitlyn Remington
Assistant Director
caitlynr@mtviewcc.org



Kitty Coates
Office Manager
kittyc@mtviewcc.org



Rachael Gibbons
Programs Manager
rachaelg@mtviewcc.org



Amanda Goetz
Youth Programs Coordinator
amandag@mtviewcc.org



Elizabeth Ferrier
Senior Programs Coordinator
elizabethf@mtviewcc.org



Adriel Foxley
Community Programs Coordinator
adrielf@mtviewcc.org



THANK YOU!



City Of Edgewood Council Agenda Summary Sheet

Subject: Boards/Commission Applicants	Agenda Item #: 3.A
	For Agenda of: 6/25/2024
	Prepared by: Jeremy Metzler
Attachments (list): 1. PC Public Roster_CURRENT 2. EDAB Public Roster_CURRENT	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 6/20/2024 Dave Olson 6/21/2024	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 06/25/2024 RCM

Summary Statement:

In accordance with Sections 2.30.020 and 2.32.020 of the Edgewood Municipal Code (EMC), appointments and re-appointments to the Planning Commission (PC) and Economic Development Advisory Board (EDAB) shall follow the City Council Rules of Procedures, which require applications and interviews for each applicant. The Mayor shall appoint the applicants, and the Council shall confirm or deny the appointments proposed by the Mayor.

For the PC, Position 6 is vacant, and Positions 1, 2, and 3 are set to expire on June 30, 2024. The commissioners with expiring terms have reapplied for their positions, leaving one vacant position open for any interested applicants.

For the EDAB, Positions 2, 3, 5, and 7 are vacant, and Positions 4 and 6 are set to expire on June 30, 2024. The board members with expiring terms have reapplied for their positions, leaving four vacant positions open for any interested applicants.

The city actively promotes these vacancies through social media and its website, posting weekly to encourage applications.

The city actively promotes these vacancies through social media and its website, with weekly posts to encourage applications.

Item History:

N/A

Recommended Action:

Interview applicants and make recommendations to the Mayor regarding the open PC and EDAB positions.

Fiscal Note/Consideration:

N/A

PLANNING COMMISSION

NOT A PUBLIC DOCUMENT

Position	Title	First Name	Last Name	E-mail address	Term Expires
1		Carly	Guillory	cguillory@cityofedgewood.org	6/30/2024
2	Chair	JoAnn	Overfield	joverfield@cityofedgewood.org	6/30/2024
3		Tom	Greene	tgreene@cityofedgewood.org	6/30/2024
4		Sarah	Wagner	swagner@cityofedgewood.org	6/20/2025
5		Jan	Furey	jfurey@cityofedgewood.org	6/30/2025
6	VACANT				6/30/2025
7		Carly	Lenoir	klenoir@cityofedgewood.org	6/30/2025



ECONOMIC DEVELOPMENT ADVISORY BOARD

Public Roster

Position	Title	First Name	Last Name	E-mail address	Term Expires
1	Chair	Andrew	Wiesenfeld	awiesenfeld@cityofedgewood.org	6/30/2025
2		VACANT			6/30/2025
3		VACANT			6/30/2025
4		Steven	Weiss	sweiss@cityofedgewood.org	6/30/2024
5		VACANT			6/30/2024
6	Vice-Chair	Michael	Pearce	mpearce@cityofedgewood.org	6/30/2024
7		VACANT			6/30/2024





CITY OF EDGEWOOD REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, June 11, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Mayor Olson called the meeting to order at 7:00pm and led the attendees in the Pledge of Allegiance.

Present: Mayor Olson, Deputy Mayor Tomin, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith, Councilmember West, Councilmember Buckley (arrived after roll) Councilmember Southard **Staff Present:** Assistant City Administrator Rachel Pitzel, City Clerk/HR Director Jill Schwerzler-Herrera, Community Development Director Jeremy Metzler, Police Chief Jason Youngman, Public Works Director Chuck Hendricksen

2 PUBLIC HEARING

A. AB24-021 - Six Year Transportation Improvement Plan (TIP) Update

Mayor Olson read the rules of the public hearing into the record and opened it at 7:02pm.

Community Development Director Metzler gave an overview of the topic and opened it up for public comments, but there were none. Mayor Olson then closed the public hearing at 7:04pm.

3 PRESENTATION

A. PC Library - Annual Report and Strategic Plan Update

Pierce County Library Executive Director Gretchen Caserotti presented the Library's annual report and an update on its new strategic plan.

Councilmember Buckley arrived at 7:05pm.

4 AUDIENCE COMMENT

Mayor Olson read a comment posted to Facebook by Melissa Barovic Hollenbeck, and Damon Cromar spoke.

5 MAYOR'S REPORT

Mayor Olson read his report into the record and then invited directors to speak on topics of their choosing.

6 CONSENT AGENDA:

A. Regular City Council Meeting Minutes of May 28, 2024

B. Study Session Meeting Minutes of June 4, 2024

C. AB24-022 - a motion approving June 2024 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$188,691.88 and Vendor Check Numbers 26159 through 26168, with EFT and Direct Pay Payments in the amount of \$136,811.37. Total distributions submitted for review and authorization in the amount of \$325,503.25.

D. AB24-0720 - Resolution 24-0720 PSA - Windmill Property

Motion: As read **Action:** Approved **Moved by:** Councilmember West **Seconded by:** Councilmember Pazaruski **Motion Passed 7-0**

7 COUNCIL BUSINESS

- A. AB24-023** - Motion supporting a Single Year - Permanent Levy Lid Lift
Motion: As read **Action:** Approved **Moved by:** Councilmember Buckley **Seconded by:** Councilmember Southard **Motion Passed 7-0**
- B. AB24-0721**- Resolution 24-0721 - providing for submission of a proposition to the qualified voters of the City of Edgewood at the November 2024 General Elections, of a proposition authorizing the city to increase its regular property tax levy above the limit established in the RCW 84.55 to provide for stable funding of public safety and general governmental services as permitted by law; setting forth the ballot proposition; requesting that the Pierce County Auditor place the proposition on the November 5, 2024 ballot
Motion: As read with a specified rate of \$1.28 per \$1000 of assessed value **Action:** Approved **Moved by:** Councilmember Buckley **Seconded by:** Councilmember Ramirez **Motion Passed 7-0**
- C. AB24-0664** - Ordinance 24-0664 - Relating to annual service charges for the surface water utility
Motion: To postpone to the July 16, 2024, study session **Action:** Approved **Moved by:** Councilmember Ramirez **Seconded by:** Councilmember Pazaruski **Motion Passed 7-0**

8 COUNCIL COMMENTS

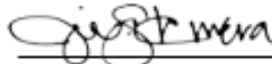
Mayor Olson, Councilmembers Buckley, Ramirez, and Southard spoke.

9 ADJOURN

Mayor Olson adjourned the meeting at 7:50pm.



Dave Olson
Mayor



Jill Schwerzler-Herrera
City Clerk/HR Director



CITY OF EDGEWOOD

STUDY SESSION MEETING AGENDA SUMMARY

Tuesday, June 18, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Mayor Olson called the meeting to order at 7:00pm and led the attendees in the Pledge of Allegiance.

Present: Mayor Olson, Deputy Mayor Tomin, Councilmember Pazaruski, Councilmember Ramirez, Councilmember West, Councilmember Buckley, Councilmember Southard **Excused:** Councilmember Keith **Staff Present:** Assistant City Administrator Rachel Pitzel, City Clerk/HR Director Jill Schwerzler-Herrera, Community Development Director Jeremy Metzler, Public Works Director Chuck Hendricksen, Police Chief Jason Youngman

2 INTERVIEWS

A. Boards/Commission Applicants

Community Development Director Metzler briefed the Council on this agenda item. No applicants were available to be interviewed, and as such the Council requested they be re-invited to the next Regular Council Meeting to participate in interviews and possible re-appointments.

3 COUNCIL BUSINESS

A. Equity, Diversity, and Inclusion (Trainings, Planning, etc.)

Councilmember Tomin brought this re-occurring agenda item forward for discussion.

B. On-Call Contract Extension

Assistant City Administrator Pitzel reviewed the need and purpose for this agenda item asking that it be placed on an upcoming consent agenda.

C. Six Year Transportation Improvement Plan (TIP) Update

Community Development Director Metzler brought this item back and asked that it be placed on an upcoming consent agenda.

D. Naming of Streets, Public Facilities, and Public Parks

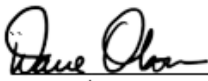
Mayor Olson, Assistant City Administrator Pitzel, and Community Development Director Metzler discussed the purpose of this item, and answered the Council's questions.

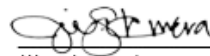
4 OTHER COUNCIL ITEMS

Mayor Olson, Deputy Mayor Tomin, and Councilmember West spoke

5 ADJOURN

Mayor Olson adjourned the meeting at 7:31pm.


Dave Olson
Mayor


Jill Schwerzler-Herrera
City Clerk/HR Director



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING AGENDA SUMMARY

Monday, May 13, 2024 – 6:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

JoAnn Overfield called the meeting to order at 6pm and led attendees in the Pledge of Allegiance.

Present: JoAnn Overfield, Tom Green, Carly Guillory, Allison Pincas, Jan Furey, Carly Lenoir

Excused: Sarah Wagner **Staff Members Present:** Public Works Director Metzler

2 CONSENT AGENDA:

a. Agenda Approval or Modifications

b. Review Planning Commission meeting minutes from April 8, 2024

Motion: to approve the agenda as amended, changing the adjourning time from 6:02pm to 7:02pm **Action:** Approve, **Moved by:** Jan Furey **Seconded by:** Allison Pincas

Motion Passed 6-0

3 CITIZEN COMMENT PERIOD

There were no citizen comments.

4 DISCUSSION ITEMS

a. 2024 Comprehensive Plan Periodic Update

Public Works Director Metzler gave a brief update on the Transportation and Economic Development Open Houses held in April. Discussion then ensued between board members and staff on the topics discussed at the events.

b. SB 5290 Update

Board members discussed the idea of recommending the council extend Ordinance 23-0647 through the end of 2024 to allow staff more time to complete the work, including additional updates.

c. Middle Housing Ordinance

Public Works Director Metzler shared the background of this agenda item asking for board member feedback on the attached draft material in order to provide it to the Department of Commerce by their June 15, 2024, deadline.

d. 2024 Work Plan

Board members briefly reviewed this standing agenda item.

5 STAFF COMMENTS

Public Works Director Metzler gave an overview of recent staffing changes within the city.

6 COMMISSIONER UPDATE

There were no commissioner updates.

7 ADJOURN

JoAnn Overfield adjourned the meeting at 6:27pm.



**City Of Edgewood
Council Agenda Summary Sheet**

Subject: AB24-024- a motion approving June 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$159,190.69 and Vendor Check Numbers 26169 through 26176, with EFT and Direct Pay Payments in the amount of \$99,039.72. Total distributions submitted for review and authorization in the amount of \$258,230.41.	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Stephanie Goff, Vicki Lundgren
Attachments (list): 1. 062524 Claims Register 2. 062524 Voucher Directory	
Approval of Materials: Stephanie Goff, Vicki Lundgren	Expenditure Required: \$258,230.41
	Amount Budgeted: \$258,230.41
	Timeline:

Summary Statement:

Approving June 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$159,190.69 and Vendor Check Numbers 26169 through 26176, with EFT and Direct Pay Payments in the amount of \$99,039.72. Total distributions submitted for review and authorization in the amount of \$258,230.41.

Item History:

Recommended Action:

Fiscal Note/Consideration:

City of Edgewood 2024

June 25th 2024 Council Meeting Check & EFT Payment Distribution Review & Authorization

Number	Name	Print Date	Amount
US Bank			

10611 Last Number Issued Previous Authorization			
<u>DCP EFT 6/14/24</u>	Deferred Compensation Program	6/14/2024	\$20,009.49
<u>Direct Deposit Run -</u>	Payroll Vendor	6/15/2024	\$96,522.87
<u>DRS EFT 6/14/24</u>	Dept of Retirement Systems	6/14/2024	\$18,488.60
<u>IRS 941 EFT 6/14/24</u>	IRS 941	6/14/2024	\$24,169.73
Total			\$159,190.69

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			

26168 Last Number Issued Previous Authorization			
<u>26169</u>	City of Sumner	6/25/2024	\$7,134.75
<u>26170</u>	Drain-Pro	6/25/2024	\$924.00
<u>26171</u>	Greg Pile	6/25/2024	\$300.00
<u>26172</u>	Inslee, Best, Doezie & Ryder, P.S.	6/25/2024	\$13,797.74
<u>26173</u>	KPG Psomas, Inc.	6/25/2024	\$39,093.31
<u>26174</u>	Landau Associates	6/25/2024	\$1,437.50
<u>26175</u>	Pierce County Budget & Finance Jail	6/25/2024	\$74.07
<u>26176</u>	Rhay Design LLC	6/25/2024	\$2,000.00
<u>Direct Pay Payment</u>	Alpine Products/Aramco, Inc.	6/25/2024	\$762.72
<u>Direct Pay Payment</u>	CompuNet, Inc.	6/25/2024	\$3,558.94
<u>Direct Pay Payment</u>	Madrona Law Group, PLLC	6/25/2024	\$5,936.75
<u>Direct Pay Payment</u>	Mimecast North America Inc.	6/25/2024	\$12,256.76
<u>Direct Pay Payment</u>	Raedeke Associates, Inc.	6/25/2024	\$2,677.37
<u>Direct Pay Payment</u>	Utilities Underground Location Center	6/25/2024	\$112.20
<u>EFT Payment 6/18/2024</u>	Comcast Business	6/25/2024	\$786.10
<u>EFT Payment 6/18/2024</u>	Crystal Springs	6/25/2024	\$169.35
<u>EFT Payment 6/18/2024</u>	Mt. View-Edgewood Water Co.	6/25/2024	\$288.84
<u>EFT Payment 6/18/2024</u>	Office Depot	6/25/2024	\$78.90
<u>EFT Payment 6/18/2024</u>	Puget Sound Energy	6/25/2024	\$203.01
<u>EFT Payment 6/18/2024</u>	Shell	6/25/2024	\$3,020.57
<u>EFT Payment 6/18/2024</u>	Smarsh, Inc.	6/25/2024	\$1.76
<u>EFT Payment 6/18/2024</u>	US Bank Corporate Payment System	6/25/2024	\$4,397.08
<u>EFT Payment 6/18/2024</u>	US Bank ACH/EFT	6/25/2024	\$28.00
Total Claims Voucher Distribution			\$99,039.72

Total Distribution Submitted for Review & Authorization \$ 258,230.41

Authorization Adjustments:

Total Distribution Net of Prior Authorized Adjustments \$ 258,230.41

Claims Voucher Approval : I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Edgewood, and that I am authorized to authenticate and certify to said claim.

Accounting Manager, Stephanie Goff

Mayor, Dave Olson

Council Member



Voucher Directory

Fiscal: : 2024 - June
Council Date: : 2024 - June - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Alpine Products/Aramsco, Inc.					
		Direct Pay Payment 6/18/2024 10:58:35 AM - 1	2024 - June - 2nd Council Meeting		
		TM-224596			
			June Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$762.72
				Type 3 Barricades (Qty 6);Red/White Conspicuity Tape (Qty 1)-ECP Rolling Gate	
		Total TM-224596			\$762.72
		Total Direct Pay Payment 6/18/2024 10:58:35 AM - 1			\$762.72
Total Alpine Products/Aramsco, Inc.					\$762.72
City of Sumner					
	26169		2024 - June - 2nd Council Meeting		
		1144-COS			
			June 2024 Metro Animal Svcs		
			001-019-000-554-30-41-01	Animal Control Services	\$7,134.75
				Animal Control Svcs. for June	
		Total 1144-COS			\$7,134.75
	Total 26169				\$7,134.75
Total City of Sumner					\$7,134.75
Comcast Business					
		EFT Payment 6/18/2024 10:57:19 AM - 1	2024 - June - 2nd Council Meeting		
		204918665			
			6/15-7/14/24 Services		
			001-018-000-518-85-42-01	Cell Phones/Internet/Telecommunications	\$786.10
				City Hall Phones	
		Total 204918665			\$786.10
		Total EFT Payment 6/18/2024 10:57:19 AM - 1			\$786.10
Total Comcast Business					\$786.10
CompuNet, Inc.					
		Direct Pay Payment 6/18/2024 10:58:35 AM - 2	2024 - June - 2nd Council Meeting		
		248278			
			PO 2024002		
			001-018-000-594-18-64-02	Cap Exp-Computer Hardware	\$3,558.94

Vendor	Number	Reference	Account Number	Description	Amount
				APC Smart-UPS & Rack PDU; Service Pack Warranty Extension (1 Year)	
		Total 248278			\$3,558.94
		Total Direct Pay Payment 6/18/2024 10:58:35 AM - 2			\$3,558.94
Total CompuNet, Inc.					\$3,558.94
Crystal Springs					
		EFT Payment 6/18/2024 10:57:19 AM - 2		2024 - June - 2nd Council Meeting	
		15787820 061224			
			June Water Delivery		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$169.35
				Water Delivery	
		Total 15787820 061224			\$169.35
		Total EFT Payment 6/18/2024 10:57:19 AM - 2			\$169.35
Total Crystal Springs					\$169.35
Drain-Pro					
	26170			2024 - June - 2nd Council Meeting	
		128412			
			May Add'l Services-Edgemont Park		
			001-076-000-576-80-45-03	Operating Rentals	\$7.00
				Seat Cover Refills-Edgemont Park	
		Total 128412			\$7.00
		128699			
			6/9-7/6/24 Svcs Edgemont Park		
			001-076-000-576-80-45-03	Operating Rentals	\$144.50
				Edgemont Park	
		Total 128699			\$144.50
		128700			
			6/9-7/6/24 Svcs Nelson Nature Park		
			001-076-000-576-80-45-03	Operating Rentals	\$259.00
				Nelson Nature Park	
		Total 128700			\$259.00
		128701			
			6/9-7/6/24 Svcs Nelson Farm Park		
			001-076-000-576-80-45-03	Operating Rentals	\$144.50
				Nelson Farm Park	
		Total 128701			\$144.50
		128702			
			6/9-7/6/24 Svcs Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	\$224.50
				Trailhead Park	
		Total 128702			\$224.50

Vendor	Number	Reference	Account Number	Description	Amount
		128703			
			6/9-7/6/24 Svcs PW Yard		
			001-076-000-576-80-45-03	Operating Rentals	\$144.50
			PW Yard		
		Total 128703			\$144.50
	Total 26170				\$924.00
Total Drain-Pro					\$924.00
Greg Pile					
	26171			2024 - June - 2nd Council Meeting	
		062524-GP			
			2024 Annual Maintenance Fee		
			001-076-000-576-80-41-01	Professional Services	\$300.00
				2024 Annual Maintenance Fee- Lease Agreement	
		Total 062524-GP			\$300.00
	Total 26171				\$300.00
Total Greg Pile					\$300.00
Inslee, Best, Doezie & Ryder, P.S.					
	26172			2024 - June - 2nd Council Meeting	
		419116			
			May Services		
			001-018-000-515-41-41-01	Legal Services-External	\$73.00
				Edgewood Heights	
			001-018-000-515-41-41-01	Legal Services-External	\$219.00
				Prologis EIS	
			001-018-000-515-41-41-01	Legal Services-External	\$13,505.74
				May Services	
		Total 419116			\$13,797.74
	Total 26172				\$13,797.74
Total Inslee, Best, Doezie & Ryder, P.S.					\$13,797.74
KPG Psomas, Inc.					
	26173			2024 - June - 2nd Council Meeting	
		209201			
			May Svcs-Interurban Trail Phase III		
			310-000-000-594-76-63-05	Improvements - Cap Park Projects	\$39,093.31
				Interurban Trail Phase III	
		Total 209201			\$39,093.31
	Total 26173				\$39,093.31
Total KPG Psomas, Inc.					\$39,093.31

Vendor	Number	Reference	Account Number	Description	Amount
Landau Associates					
	26174			2024 - June - 2nd Council Meeting	
		0058537			
			Prj 0495116.010	Prologis Park EIS	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$1,437.50
				Prologis Park EIS-Preparation Noise Support Svcs	
		Total 0058537			\$1,437.50
	Total 26174				\$1,437.50
Total Landau Associates					\$1,437.50
Madrona Law Group, PLLC					
	Direct Pay Payment 6/18/2024 10:58:35 AM - 3			2024 - June - 2nd Council Meeting	
	12620				
			May Services		
			001-018-000-515-41-41-01	Legal Services-External	\$603.00
				Edgewood Heights	
		Total 12620			\$603.00
	12621				
			May Services		
			001-018-000-515-41-41-01	Legal Services-External	\$190.50
				Edgewood v. Meacham	
		Total 12621			\$190.50
	12622				
			May Services		
			001-018-000-515-41-41-01	Legal Services-External	\$1,876.00
				General City Attorney Services	
		Total 12622			\$1,876.00
	12623				
			May Services		
			001-018-000-515-41-41-01	Legal Services-External	\$3,267.25
				Suelo Marina/Dhaliwal TC Landing LID Foreclosure	
		Total 12623			\$3,267.25
	Total Direct Pay Payment 6/18/2024 10:58:35 AM - 3				\$5,936.75
Total Madrona Law Group, PLLC					\$5,936.75
Mimecast North America Inc.					
	Direct Pay Payment 6/18/2024 10:58:35 AM - 4			2024 - June - 2nd Council Meeting	
	INVUS1568707				
			Annual Subscription		
			001-018-000-518-85-49-03	Computer Subscriptions	\$12,256.76
				Annual Subscription-PO 2024005-Email Filtering	
		Total INVUS1568707			\$12,256.76
	Total Direct Pay Payment 6/18/2024 10:58:35 AM - 4				\$12,256.76
Total Mimecast North America Inc.					\$12,256.76

Vendor	Number	Reference	Account Number	Description	Amount
Mt. View-Edgewood Water Co.					
	EFT Payment	6/18/2024 10:57:19 AM - 3	2024 - June - 2nd Council Meeting		
		15690-3401 4/11-6/10/24			
		4/11-6/10/24 11912 18th St E			
		001-018-000-518-30-47-02	Water		\$79.91
		Nelson Farm Park			
	Total	15690-3401 4/11-6/10/24			
		19143-3401 4/11-6/10/24			
		4/11-6/10/24 2228 118th Ave E			
		001-018-000-518-30-47-02	Water		\$55.13
		Nelson Nature Park			
	Total	19143-3401 4/11-6/10/24			
		2-3401 4/11-6/10/24			
		4/11-6/10/24 11010 24th St E			
		001-018-000-518-30-47-02	Water		\$153.80
		Edgemont Park			
	Total	2-3401 4/11-6/10/24			
	Total EFT Payment	6/18/2024 10:57:19 AM - 3			
Total Mt. View-Edgewood Water Co.			\$288.84		
			\$288.84		
Office Depot					
	EFT Payment	6/18/2024 10:57:19 AM - 4	2024 - June - 2nd Council Meeting		
		365096576001			
		May Purchases			
		001-018-000-518-20-31-01	Office & Operational Supplies		\$78.90
		Laminating Pouches; Multifold Paper Towels			
	Total	365096576001			
	Total EFT Payment	6/18/2024 10:57:19 AM - 4			
Total Office Depot			\$78.90		
			\$78.90		
Pierce County Budget & Finance Jail					
	26175		2024 - June - 2nd Council Meeting		
		CI-352737			
		May Services			
		001-021-000-523-60-41-01	Jail Services		\$74.07
		May Services			
	Total	CI-352737			
	Total	26175			
Total Pierce County Budget & Finance Jail			\$74.07		
			\$74.07		
Puget Sound Energy					
	EFT Payment	6/18/2024 10:57:19 AM - 5	2024 - June - 2nd Council Meeting		
		220033631924 May 2024			
		May Statement			
		001-018-000-518-30-47-01	Electricity		\$203.01

Vendor	Number	Reference	Account Number	Description	Amount
				4/30-5/30/24 Services	
				Total 220033631924 May 2024	\$203.01
				Total EFT Payment 6/18/2024 10:57:19 AM - 5	\$203.01
Total Puget Sound Energy					\$203.01
Raedeke Associates, Inc.					
				Direct Pay Payment 6/18/2024 10:58:35 AM - 5	
				2024 - June - 2nd Council Meeting	
				61308	
				Prj 2018-097 May Services	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$1,453.12
				213-1;24-1026-Olympic Rockery-1st Review	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$42.50
				207-2-Deross Wetland Review-2nd Review	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$1,181.75
				214-1;23-1528-Pasquier-1st Review	
				Total 61308	\$2,677.37
				Total Direct Pay Payment 6/18/2024 10:58:35 AM - 5	\$2,677.37
Total Raedeke Associates, Inc.					\$2,677.37
Rhay Design LLC					
				2024 - June - 2nd Council Meeting	
				26176	
				EDW061524	
				Summer 2024 Magazine Services	
			001-018-000-518-20-49-05	Printing & Binding-Magazine	\$2,000.00
				Summer 2024 Magazine Services	
				Total EDW061524	\$2,000.00
				Total 26176	\$2,000.00
Total Rhay Design LLC					\$2,000.00
Shell					
				EFT Payment 6/18/2024 10:57:19 AM - 6	
				2024 - June - 2nd Council Meeting	
				97602327	
				May Statement	
			001-022-000-548-30-32-01	Fuel	\$3,020.57
				May Statement	
				Total 97602327	\$3,020.57
				Total EFT Payment 6/18/2024 10:57:19 AM - 6	\$3,020.57
Total Shell					\$3,020.57

Vendor	Number	Reference	Account Number	Description	Amount
Smarsh, Inc.					
	EFT Payment 6/18/2024 10:57:19 AM - 7		2024 - June - 2nd Council Meeting		
		INV-170839			
			5/1-5/31/24 Web Archiving		
			001-018-000-518-85-49-03	Computer Subscriptions	\$1.76
				5/1-5/31/24 Web Archiving	
		Total INV-170839			\$1.76
	Total EFT Payment 6/18/2024 10:57:19 AM - 7				\$1.76
Total Smarsh, Inc.					\$1.76
US Bank ACH/EFT					
	EFT Payment 6/18/2024 10:58:17 AM - 1		2024 - June - 2nd Council Meeting		
		060724-US Bank			
			May Safekeeping Fees		
			001-018-000-514-20-42-05	Bank & Bond Fees	\$28.00
				May Safekeeping Fees	
		Total 060724-US Bank			\$28.00
	Total EFT Payment 6/18/2024 10:58:17 AM - 1				\$28.00
Total US Bank ACH/EFT					\$28.00
US Bank Corporate Payment System					
	EFT Payment 6/18/2024 10:57:19 AM - 8		2024 - June - 2nd Council Meeting		
		052724-US Bank			
			May Statement		
			001-011-000-511-60-31-30	Meals & Refreshments	\$49.94
				R.Pitzel-Safeway-Council Budget Retreat-Food	
			001-014-000-514-20-43-01	Travel	\$556.20
				S.Goff-Expedia/Delta Air-GFOA Conference-Airfare-Orlando-H.Goraya	
			001-014-000-514-20-49-01	Memberships & Subscriptions	\$190.00
				S.Goff-GFOA-Membership Renewal-H.Goraya	
			001-014-000-514-20-49-03	Registration & Training	\$70.00
				S.Goff-PSFOA-March Meeting-D.Gray & H.Goraya	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$35.10
				J.Bartelson-Costco-Dishwasher Detergent, Garbage Bags-City Hall	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$3.66
				J.Bartelson-Castle Perk Inc-Staff Birthday Treat-BE Team	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$23.40
				J.Ward-Dollar Tree-Supplies Team Building Event-BE Team	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$17.51
				J.Bartelson-Dollar Tree-Balloons & Treats-Staff Birthdays-BE Team	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$32.51
				J.Bartelson-Wal-Mart-Game-Team Building Event; Staff Bday Treat/Card-BE Team	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$31.97
				J.Bartelson-Haggen-Staff Farewell Treat-BE Team-J.Fairbanks	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$17.98
				J.Bartelson-Costco-Staff Farewell Treat-BE Team	

Vendor	Number	Reference	Account Number	Description	Amount
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$37.85
				J.Bartelson-Happy Donuts-Donuts-PW Appreciation Week-BE Team	
			001-018-000-518-85-49-03	Computer Subscriptions	\$69.00
				M.Ray-Netflare/Dmarcly-Email Health/Reputation Monitor	
			001-019-030-514-20-41-01	Professional Services	\$3.90
				J.S-Herrera-PDFSIMPLI.COM-PDF Generator-Purchased in Error	
			001-019-030-514-20-49-01	Memberships & Subscriptions	\$135.00
				J.Metzler-MRSC-Small Works Roster Renewal	
			001-019-030-514-20-49-01	Memberships & Subscriptions	\$40.00
				J.S-Herrera-Travelers Bond-Notary Bond-J.S-Herrera	
			001-019-030-514-20-49-01	Memberships & Subscriptions	\$132.12
				J.S-Herrera-MarQ-Annual Subscription for Magazine Content	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$60.00
				J.Bartelson-Special Olympics WA-Registration (Qty 2) Torch Run-PD	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$101.88
				J.Bartelson-Costco-Refreshments-Community Academy (4 events)-PD	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$132.48
				J.Bartelson-Happy Donuts-Donuts-Shred Event & Community Academy-PD	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$74.82
				J.Bartelson-Dominos Pizza-4 lg Pizzas-Shred Event-PD	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$141.68
				M.Ray-Yodeck-Lobby TV Playbox-PD	
			001-022-000-548-30-31-01	Operating Supplies	\$81.72
				B.Whitman-Costco-Water/Electrolites-PW Crew	
			001-022-000-548-30-35-01	Small Tools/Minor Equipment	\$304.98
				B.Whitman-Harbor Freight-Jump Starter & Compression Box; Misc Tools for Mini Excavator	
			001-022-000-548-30-48-07	Maintenance/Repairs-Vehicles	\$10.00
				D.Davis-Tahoma Car Wash-Car Wash-Vehicle #17	
			001-022-000-548-30-48-07	Maintenance/Repairs-Vehicles	\$10.00
				G.Mehr-Tahoma Car Wash-Car Wash-Vehicle #14	
			001-058-000-558-50-31-01	Office & Operational Supplies	\$50.63
				J.Tumelson-Amazon-Leather Notebook	
			001-058-000-558-50-41-01	Professional Service	\$85.00
				J.S-Herrera-WABO-Job Posting-Permit Tech	
			001-058-000-558-50-49-01	Memberships & Subscriptions	\$160.00
				J.Tumelson-Int'l Code Council Inc-Annual Membership Dues	
			001-058-000-558-50-49-01	Memberships & Subscriptions	\$114.99
				J.Tumelson-NFPA-NFPA Link Acct	
			001-058-000-558-50-49-03	Registration & Training	\$229.00
				J.Tumelson-Int'l Code Council Inc-Training & Exam	
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$100.00
				J.S-Herrera-APAWA-Job Posting-Planning	
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$515.00
				J.S-Herrera-APA-Job Postings-Planning	

Vendor	Number	Reference	Account Number	Description	Amount
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$200.00
				R.Pitzel-Job Postings-Planning	
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$299.90
				J.S-Herrera-Planetizen-Job Postings-Planning	
			001-058-000-558-60-41-08	Legal Notices/Publications	\$122.91
				S.Read-Click2Mail-NOA #23-1528; NOPH #23-1046; NOPH Rescheduled #23-1048	
			001-058-000-558-60-41-08	Legal Notices/Publications	\$43.84
				J.Metzler-Click2Mail-NOA #24-1046	
			001-076-000-576-80-31-02	Recreation Activities & Events	\$112.11
				J.Bartelson-Edgewood Nursery-Plants-Master Gardner Demonstration	
			Total 052724-US Bank		\$4,397.08
			Total EFT Payment 6/18/2024 10:57:19 AM - 8		\$4,397.08
Total US Bank Corporate Payment System					\$4,397.08
Utilities Underground Location Center					
			Direct Pay Payment 6/18/2024 10:58:35 AM - 6	2024 - June - 2nd Council Meeting	
			4050146		
			May Services		
			410-000-000-531-38-49-09	Misc. Fees & Charges	\$112.20
				Utility Locating Svs. for May	
			Total 4050146		\$112.20
			Total Direct Pay Payment 6/18/2024 10:58:35 AM - 6		\$112.20
Total Utilities Underground Location Center					\$112.20
Grand Total		Vendor Count	23		\$99,039.72



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0722 - Resolution 24-0722 authorizing the mayor to execute the first amendment to the current on-call professional services agreement between AEGIS Engineering LLC	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0722 First Amendment to PSA_AEGIS Engineering(10876676.1)(10880574.1) 2. 1ST AMENDMENT AEGIS Engineering(10876737.1)(10880568.1)_BT	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0722 - Resolution 24-0722 authorizing the mayor to execute the first amendment to the current on-call professional services agreement between AEGIS Engineering LLC as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0722

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN AEGIS ENGINEERING, LLC, AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and AEGIS Engineering, LLC currently have a Professional Services Agreement in order for AEGIS Engineering, LLC. to perform on-call fire protection engineering services to the city, in an amount not to exceed \$150,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the AEGIS Engineering, LLC Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between AEGIS Engineering, LLC and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with AEGIS Engineering, LLC

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND AEGIS ENGINEERING, LLC**

Section I. Date and Parties.

This document (“First Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and AEGIS Engineering, LLC (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional fire protection engineering services as described therein, in an amount not to exceed \$150,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call professional fire protection engineering services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

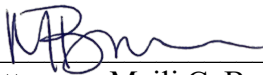
Its: Mayor, Dave Olson

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber

CONSULTANT

By: 

Printed Name: Brian Thompson

Its: Principal

Date: June 11, 2024

City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0723 - Resolution 24-0723 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Associated Earth Sciences (AESI)	Agenda Item #:	
	For Agenda of: 6/25/2024	
	Prepared by: Rachel Pitzel	
Attachments (list): 1. Resolution 24-0723 First Amendment to PSA_AESI(10876676.1) 2. FIRST AMENDMENT AESI _signed		
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:	
	Amount Budgeted:	
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda	

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0723 - Resolution 24-0723 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Associated Earth Sciences (AESI) as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0723

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN ASSOCIATED EARTH SCIENCES, INC. (AESI), AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Associate Earth Sciences, Inc. (“AESI”) currently have a Professional Services Agreement in order for AESI to perform geo-technical engineering services to the City, in an amount not to exceed \$75,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Associated Earth Sciences, Inc. (AESI) Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between AESI and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with Associated Earth Sciences, Inc.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND ASSOCIATED EARTH SCIENCES, INC. (AESI)**

Section I. Date and Parties.

This document (“First Amendment”) is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and ASSOCIATED EARTH SCIENCES, Inc. (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform geo-technical engineering services as described therein, in an amount not to exceed \$75,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued geo-technical engineering services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

First Amendment to July 27, 2021, Contract with ASSOCIATED EARTH SERVICES, INC.

Page 1 of 2

City

Consultant

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

CONSULTANT

By: _____

By: Matt Miller
Printed Name: Matthew A. Miller, PE

Its: Mayor, Dave Olson

Its: Principal

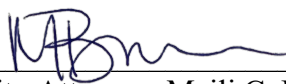
Date: _____

Date: June 11, 2024

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:


City Attorney, Maili C. Barber



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0724 - Resolution 24-0724 authorizing the mayor to execute the second amendment to the current on-call professional services agreement with AHBL	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0724 Second Amendment to PSA_AHBL(10879967.1) 2. SECOND AMENDMENT - AHBL On-Call	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024 and update the not-to-exceed amount.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt **AB24-0724** - Resolution 24-0724 authorizing the mayor to execute the second amendment to the current on-call professional services agreement with AHBL as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0724

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE SECOND AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN AHBL, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and AHBL, Inc. (AHBL) currently have a Professional Services Agreement in order for AHBL to perform on-call municipal planning and development project review support services to the city; and

WHEREAS, on March 12, 2024 the City and AHBL executed a first amendment to the original contract, to reflect on-call municipal planning and development project review support services in an amended amount not to exceed \$400,000.00 and replacing Exhibit B with an updated attached listed as “Exhibit B-1”; and

WHEREAS, the City and AHBL wish to execute this second amendment that modifies the allowable amount for services by an additional \$100,000.00 to reflect on-call municipal planning and development project review support services in an amount not to exceed \$500,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset till this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute the Second Amendment to the AHBL, Inc. Contract. The Mayor is hereby authorized to execute the Second Amendment to the Professional Services Agreement between AHBL, Inc. and the City of Edgewood dated July 27, 2021 and its First Amendment dated March 12, 2024, as Exhibit A and incorporated herein by this reference, through December 31, 2024, and modifying the not to exceed amount of \$500,000.000.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

Second Amendment to the July 27, 2021 Professional Services Agreement with AHBL, Inc. and its
March 12, 2024 Amendment.

**SECOND AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND AHBL, INC.**

Section I. Date and Parties.

This document (“Second Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and AHBL, Inc. (“Consultant”). This Second Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, further modified by an amendment titled “First Amendment” dated March 12, 2024, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform municipal planning and development project review support services as described therein, in an amount not to exceed \$200,000.00.

B. To support the City with continued municipal planning and development project review services, the parties agreed to amend the Contract with a First Amendment on March 12, 2024, in an amount not to exceed \$400,000.000.

C. To support the City with continued municipal planning and development project review services, the parties have now agreed to amend the Contract as set forth in this Second Amendment.

Section III. Amendments to the Contract.

A. Section II(A) Payment. Section II(A) of the original Contract is hereby replaced in its entirety, to read as follows:

This Agreement does not guarantee any amount of work for the Consultant. Task Orders will be developed as determined by the City and as provided for in this Agreement. The City shall pay the Consultant an amount based on time and materials, not to exceed Five- Hundred Thousand Dollars (\$500,000.00) for the services described in Section I herein. This is the maximum amount to be paid under this Agreement for the work described in this Agreement and shall not be exceeded without the prior written authorization of the City as outlined in Section II(D) below.

B. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed.

This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. The Second Amendment is intended to modify the terms and conditions of the original Contract and its First Amendment only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract its First Amendment and the Second Amendment, the provisions of this Second Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

Its: Mayor, Dave Olson

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:

City Attorney, Maili C. Barber

CONSULTANT

By:  2024.06.13 13:18:03
-07'00'

Printed Name: Wayne E. Carlson

Its: Principal

Date: June 13, 2024



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0725 - Resolution 24-0725 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with BHC Consultants LLC	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0725 First Amendment to PSA_BHC(10876676.1)(10880269.1) 2. BHC First Amendment	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0725 - Resolution 24-0725 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with BHC Consultants LLC as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0725

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN BHC CONSULTANTS, LLC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and BHC Consultants, LLC. (“BHC”) currently have a Professional Services Agreement in order for BHC to perform on-call building department support services to the city, in an amount not to exceed \$75,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the BHC Consultants, LLC. (BHC) Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between BHC and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with BHC Consultants, LLC.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND BHC CONSULTANTS, LLC. (BHC)**

Section I. Date and Parties.

This document (“First Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and BHC CONSULTANTS, LLC. (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call building department support services as described therein, in an amount not to exceed \$75,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call building department support services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

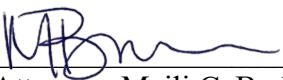
Its: Mayor, Dave Olson

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber

CONSULTANT

By: **James R Gross** 
Digitally signed by James R Gross
DN: C=US, E=jim.gross@bhccconsultants.com, O="BHC
Consultants, LLC", CN=James R Gross
Date: 2024.06.13 08:53:18-0700'

Printed Name: James Gross

Its: President

Date: June 13, 2024



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0726 - Resolution 24-0726 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Bush, Roed and Hitchings (BRH)	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0726 First Amendment to PSA_BRH Inc(10876676.1) 2. 2024-06-25 - On-Call - City of Edgewood - First Amendment - Extending Contract to 12-31-24 (2024 Rates)	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024, and update the current fee schedule.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0726 - Resolution 24-0726 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Bush, Roed and Hitchings (BRH) as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0726

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN BUSH, ROED & HITCHINGS, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Bush, Roed & Hitchings, Inc. (“BRH”) currently have a Professional Services Agreement in order for BRH to perform on-call professional land surveying services to the City, in an amount not to exceed \$75,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Bush, Roed & Hitching, Inc. (BRH) Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between BRH and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with Bush, Roed & Hitchings, Inc.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND BUSH, ROED & HITCHING, INC. (BRH)**

Section I. Date and Parties.

This document ("First Amendment"), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation ("City") and BUSH, ROED & HITCHING, Inc. ("Consultant"). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the "Contract").

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional land surveying services as described therein, in an amount not to exceed \$75,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. Since the time that the original Contract was executed, the Consultant increased their rates due to inflation, and has agreed to amend the original contract including amending the original rate schedule.

D. To support the City with continued on-call professional land surveying services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

B. Exhibit B. Compensation & Rates. Exhibit B of the original Contract is hereby replaced with Exhibit B-1, attached hereto.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this

Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

Its: Mayor, Dave Olson

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:

City Attorney, Maili C. Barber

CONSULTANT

By: _____

Printed Name: Dakin Bell

Its: Principal

Date: June 11, 2024

Exhibit B-1
BUSH, ROED & HITCHINGS, INC.

Standard Schedule of Charges and General Conditions - Effective to December 31, 2024

<u>FEE SCHEDULE</u>		Principal (PE, PLS)	291/Hr.
Clerical	95/Hr.	Expert Witness (PE, PLS)	354/Hr.
Research Technician	126/Hr.	1 Person Field Crew	127/Hr.
Utility Locator	113/Hr.	2 Person Field Crew	218/Hr.
Survey Coordinator	139/Hr.	3 Person Field Crew	300/Hr.
Survey CAD Technician	130/Hr.	Overtime	1.50 X Rates
Engineering CAD Technician	130/Hr.		
Engineering CAD Designer	155/Hr.	DIRECT NON-SALARIED COSTS	
Sr. Engineering CAD Designer	177/Hr.	Vehicle Per Diem Charge	\$35/Day
Design Engineer (EIT)	142/Hr.	Mileage	.670/Mile
Project Engineer (PE)	155/Hr.	Job Related Expenses	Cost Plus 15%
Project Manager	184/Hr.	Non-Account Related Prints	\$50 Minimum
Sr. Project Manager (PE, PLS)	191/Hr.	Non-Account Related Data File Transfer	\$100 Minimum
Principal Project Manager (PE, PLS)	232/Hr.	Per Diem – Personnel	\$245/Day

Payment Terms

Invoices will be submitted once per month and are payable upon receipt. Accounts remaining unpaid after 60 days will be subject to a 1.5% service charge per month. Collection fees including liens and attorney's fees, as may be required, will be added to the account.

Right-of-Entry and Boundary Line Location

Client will furnish right-of-entry for BRH to make surveys. Client shall furnish a description of the property where boundary lines are to be established. BRH assumes no liability for the establishment of actual lines of ownership other than as described and certified as such by a title insurance company. BRH will not be responsible for indicating easements, covenants, and restrictions of record on surveys unless furnished with a current title insurance report. At the request of the Client BRH will obtain a report from a title insurance company at Client's expense.

Utility Locations

When retained to locate utilities, BRH will depend upon utility agency records where verification by field location is not possible. BRH assumes no liability for the accuracy of records or locations provided by others.

General and Automobile Liability Insurance

BRH, Inc. maintains General Liability Insurance for bodily injury and property damage with a limit of \$1,000,000 per occurrence and \$2,000,000 aggregate. Automobile Liability and Property Damage Insurance is maintained with combined single limits of \$1,000,000.

Professional Liability

BRH maintains professional liability insurance for losses arising directly from its negligent acts, errors or omissions with limits of \$2,000,000 per occurrence and in the aggregate.

Service Agreement

It is BRH policy to negotiate and execute a Service Agreement setting forth actual scope of work, fees, payment terms, and general conditions prior to commencing services.

Date Revised: May 23, 2024



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0727 - Resolution 24-0727 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Clarity Consulting Engineers PLLC	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0727 First Amendment to PSA_Clarify Consulting Engineers(10876676.1)(10880306.1) 2. FIRST AMENDMENT _Clarify Consulting Engineers(10876737.1)(10880301.1)	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0727 - Resolution 24-0727 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Clarity Consulting Engineers PLLC as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0727

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN CLARITY CONSULTING ENGINEERS, PLLC, AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Clarity Consulting Engineers, PLLC currently have a Professional Services Agreement in order for Clarity Consulting Engineers, PLLC to perform on-call professional building department support and fire protection engineering services to the city, in an amount not to exceed \$200,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Bush, Roed & Hitching, Inc. (BRH) Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between Clarity Consulting Engineers, PLLC and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

10880306.1 - 371202 - 0005

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with Clarity Consulting Engineers, PLLC

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND CLARITY CONSULTING ENGINEERS, PLLC**

Section I. Date and Parties.

This document (“First Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and Clarity Consulting Engineers, PLLC (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional building department support and fire protection engineering services as described therein, in an amount not to exceed \$200,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call professional building department support and fire protection engineering services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

CONSULTANT

By: _____

By: 
Printed Name: Hoyt D Jeter
Its: President

Its: Mayor, Dave Olson

Date: _____

Date: 6-11, 2024

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0728 - Resolution 24-0728 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Gray & Osborne INC	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0728 First Amendment to PSA_GO(10876676.1) 2. FIRST AMENDMENT _GO(10876737.1)	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0728 - Resolution 24-0728 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Gray & Osborne INC as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0728

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN GRAY & OSBORNE, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Gray & Osborne, Inc. currently have a Professional Services Agreement in order for Gray & Osborne, Inc. to perform on-call engineering and surveying services required by the private development and capital project workload to the City, in an amount not to exceed \$750,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Gray & Osborne, Inc. Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between Gray & Osborne, Inc. and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with Gray & Osborne, Inc.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND GRAY & OSBORNE, INC.**

Section I. Date and Parties.

This document ("First Amendment"), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation ("City") and GRAY & OSBORNE, Inc. ("Consultant"). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the "Contract").

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call engineering and surveying services required by the private development and capital project workload as described therein, in an amount not to exceed \$750,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call engineering services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

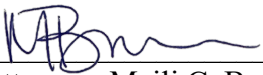
Its: Mayor, Dave Olson

Date: _____

ATTEST:

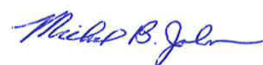
City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber

CONSULTANT

By:  _____

Printed Name: Michael B. Johnson

Its: President

Date: July 11, 2024



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0729 - Resolution 24-0729 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Herrera Environmental Consultants Inc	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0729 First Amendment to PSA_Attorney APPROVED(10876676.1) 2. FIRST AMENDMENT Herrera Environmental_Attorney APPROVED(10876737.1)	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0729 - Resolution 24-0729 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Herrera Environmental Consultants Incas presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0729

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN HERRERA ENVIRONMENTAL CONSULTANTS, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Herrera Environmental Consultants, Inc. currently have a Professional Services Agreement in order for Herrera Environmental Consultants to perform on-call engineering services to the City, in an amount not to exceed \$500,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Herrera Environmental Consultants, Inc. Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between Herrera Environmental Consultants, Inc. and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

10880459.1 - 371202 - 0005

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with Herrera Environmental Consultants, Inc.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND HERRERA ENVIRONMENTAL CONSULTANTS, INC.**

Section I. Date and Parties.

This document (“First Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and HERRERA ENVIRONMENTAL CONSULTANTS, Inc. (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call engineering services required by the private development and capital project workload as described therein, in an amount not to exceed \$500,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call engineering services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

Its: Mayor, Dave Olson

Date: _____

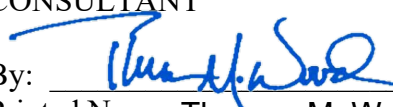
ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:

City Attorney, Maili C. Barber

CONSULTANT

By:  _____

Printed Name: Theresa M. Wood

Its: Vice President

Date: June 12, 2024



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0730 - Resolution 24-0730 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Raedeke Associates Inc	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): - Resolution 24-0730 First Amendment to PSA_Raedeke Associates(10876676.1) 2018-097 Amendment RAI signed 2024 Raedeke Hourly Rate Expense Sheet - fed mileage rate	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024, and update to the current fee schedule.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0730 - Resolution 24-0730 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Raedeke Associates Incas presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0730

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN RAEDEKE ASSOCIATES, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Raedeke Associates, Inc. (“Raedeke”) currently have a Professional Services Agreement in order for Raedeke to perform on-call wetlands and critical area services to the city, in an amount not to exceed \$75,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute the First Amendment to the Raedeke Associates, Inc. Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between Raedeke Associates, Inc. and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024, and Exhibit B-1 2024 Rate Schedule.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021 Professional Services Agreement with Raedeke Associates, Inc.

Exhibit B-1
2024 Rate Schedule

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND RAEDEKE ASSOCIATES, INC.**

Section I. Date and Parties.

This document ("First Amendment") is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation ("City") and Raedeke Associates, Inc. ("Consultant"). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the "Contract").

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional wetlands and critical area services as described therein, in an amount not to exceed \$75,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. Since the time that the original Contract was executed, the Consultant increased their rates, due to inflation, and has agreed to amend the original contract including amending the original rate schedule.

D. To support the City with continued on-call professional wetlands and critical areas services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

B. Exhibit B Rate Schedule. Exhibit B of the original Contract is hereby replaced with Exhibit B-1, attached hereto.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this

Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

CONSULTANT

By: _____

By:  _____

Printed Name: CHRISTOPHER W. WILKOFF

Its: Mayor, Dave Olson

Its: PRESIDENT

Date: _____

Date: JUNE 13, 2024

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber

RAEDEKE ASSOCIATES, INC.
Hourly Rates and Expenses

Confidential Information
Effective as of January 2024

HOURLY RATES	
CATEGORY	RATE
Senior Principal	\$250.00
Associate Principal	\$225.00
Senior Scientist & Planner	\$186.00
Staff Scientist & Planner	\$161.00
Technical Staff III	\$142.00
Technical Staff II	\$131.00
Technical Staff I	\$116.00
Project/ Contract Administrator	\$120.00
Technical and Admin. Support Staff	\$97.00
Field Technician	\$78.00
EXPENSES	
Direct Charges	
Vehicle Mileage	\$0.6700/mile, or current federal rate
Fax	\$0.50 per page
B & W Photocopies (Letter / 11x17)	\$0.10/\$0.20 per page
Color Photocopies (Letter / 11x17)	\$0.40/\$0.80 per page
Direct Charges Plus 10%	
Per Diem	Courier/Express Delivery
Lodging	Postage
Travel (Airfare, Parking, Tolls, Ferry Fares)	Reproduction/Plotting Graphics
Rental Vehicle	Subcontractors
Notary Services	Field Supplies

Rate sheet – rev 12/28/23

City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0731 - Resolution 24-0731 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with SCJ Alliance	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0731 First Amendment to PSA_SCJ Alliance(10876676.1)(10880505.1) 2. FIRST AMENDMENT SCJ Alliance signed(10876737.1)(10880508.1)	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required: Amount Budgeted: Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0731 - Resolution 24-0731 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with SCJ Allianceas presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0731

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN SHEA CARR & JEWELL, INC. (SCJ ALLIANCE), AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Shea Carr & Jewell, Inc. (“SCJ Alliance”) currently have a Professional Services Agreement in order for SCJ Alliance to perform on-call planning services to the City, in an amount not to exceed \$200,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Shea Carr & Jewell, Inc. (SCJ Alliance) Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between SCJ Alliance and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with SCJ Alliance

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND SHEA CARR & JEWELL, INC. (SCJ ALLIANCE)**

Section I. Date and Parties.

This document (“First Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and Shea Carr & Jewell, Inc. (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional planning services as described therein, in an amount not to exceed \$200,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call professional planning services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

Its: Mayor, Dave Olson

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:

City Attorney, Maili C. Barber

CONSULTANT

By: _____

Printed Name: Rachel Granrath

Its: Associate Principal

Date: June 12th, 2024



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0732 - Resolution 24-0732 authorizing the mayor to execute the second amendment to the current on-call professional services agreement with Transpo Group	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0732 Second Amendment to PSA_Transpo Group(10879966.1) 2. SECOND AMENDMENT - Transpo Group On-Call(10879964.1)_TG signed 06.11.24	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024, and updated to the not to exceed amount.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt **AB24-0732** - Resolution 24-0732 authorizing the mayor to execute the second amendment to the current on-call professional services agreement with Transpo Group as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0732

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE SECOND AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN TRANSPOR GROUP USA, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood ("City") and Transpo Group USA, Inc. (Transpo) currently have a Professional Services Agreement in order for Transpo to perform on-call general municipal planning, engineering and development project review support services to the city in an amount not to exceed \$750,000.00; and

WHEREAS, with an effective date of September 15, 2022, the City and Transpo executed a First Amendment to the original contract ("First Amendment"). This amendment was necessary as Transpo no longer had sufficient personnel to provide the construction management, inspection, and materials testing services as anticipated. Consequently, the City needed these services for projects currently assigned to Transpo. Therefore, the First Amendment allowed Transpo to subcontract these required services, provided that the City granted prior written permission; and

WHEREAS, the City and Transpo wish to execute this second amendment to the contract that modifies the allowable amount of services by an additional \$250,000.00 to reflect on-call municipal planning and development project review support services in an amount not to exceed \$1,000,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute Second Amendment to the Transpo Group USA, Inc. Contract. The Mayor is hereby authorized to execute the Second Amendment to the Professional Services Agreement between Transpo and the City dated July 27, 2021, as Exhibit A and incorporated

herein by this reference, through December 31, 2024, and modifying the not to exceed amount of \$1,000,000.000.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

Second Amendment to the July 27, 2021 Professional Services Agreement with Transpo Group
USA, Inc.

**SECOND AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND TRANSPO GROUP USA, INC.**

Section I. Date and Parties.

This document (“Second Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and Transpo Group USA, Inc. (“Consultant”). This Second Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, further modified by an amendment titled “First Amendment” with an effective date of September 15, 2022, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform general municipal planning, engineering and development project review support services as described therein, in an amount not to exceed \$750,000.00.

B. To support the City with continued general municipal planning engineering and development project review services, the parties agreed to amend the Contract with a First Amendment with an effective date of September 15, 2022, to allow for specialized authorized subconsultants, insurance requirements for subconsultants, and allowable assignment of work for specialized services.

C. To support the City with continued municipal planning and development project review services, the parties have now agreed to amend the Contract as set forth in this Second Amendment.

Section III. Amendments to the Contract.

A. Section II(A) Payment. Section II(A) of the original Contract is hereby amended to read as follows:

This Agreement does not guarantee any amount of work for the Consultant. Task Orders will be developed as determined by the city and as provided for in this Agreement. The City shall pay the Consultant an amount based on time and materials, not to exceed One Million Dollars (\$1,000,000.00) for the services described in Section I herein. This is the maximum amount to be paid under this Agreement for the work described in this Agreement and shall not be exceeded without the prior written authorization of the City as outlined in Section II(D) below.

B. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. The Second Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract its First Amendment and the Second Amendment, the provisions of this Second Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

CONSULTANT

By: _____

By:  _____

Its: Mayor, Dave Olson

Printed Name: Jon C. Pascal

Its: Managing Principal

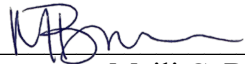
Date: _____

Date: June 11, 2024

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0733 - Resolution 24-0733 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Transportation Solutions Inc	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0733 First Amendment to PSA_Transportation Solutions(10876676.1)(10882734.1) 2. FIRST AMENDMENT Transportation Solutions(10876737.1)(10882705.1)	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt AB24-0733 - Resolution 24-0733 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with Transportation Solutions Inc as presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0733

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN TRANSPORTATION SOLUTIONS, INC., AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and Transportation Solutions, Inc. currently have a Professional Services Agreement in order for Transportation Solutions, Inc. to perform on-call transportation planning and engineering services to the city, in an amount not to exceed \$500,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months will provide valuable time for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered a prudent and low risk measure; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Transportation Solutions, Inc. Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between Transportation Solutions, Inc. and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the July 27, 2021, Professional Services Agreement with Transportation Solutions, Inc.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND TRANSPORTATION SOLUTIONS, INC.**

Section I. Date and Parties.

This document ("First Amendment"), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation ("City") and Transportation Solutions, Inc. ("Consultant"). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the "Contract").

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional transportation planning and engineering services as described therein, in an amount not to exceed \$500,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. To support the City with continued on-call professional transportation planning and engineering services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

CONSULTANT

By: _____

By: 
Printed Name: Victor Salemann
Its: President

Its: Mayor, Dave Olson

Date: 6/11, 2024

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0734 - Resolution 24-0734 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with West Coast Code Consultants Inc	Agenda Item #:
	For Agenda of: 6/25/2024
	Prepared by: Rachel Pitzel
Attachments (list): 1. Resolution 24-0734 First Amendment to PSA_WC3(10876676.1)(10880175.1) 2. FIRST AMENDMENT WC3(10876737.1)(10880176.1) mg sig	
Approval of Materials: Rachel Pitzel Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 06/18/2024 SS Discussion 06/25/2024 RCM Action under Consent Agenda

Summary Statement:

This is a housekeeping item for the council to consider. The City of Edgewood typically undergoes a process of requesting proposals (RFP) every three years for on-call contracts for Professional Services with various providers. However, due to the recent departure of key team members, maintaining service continuity has become paramount. Therefore, it is necessary to extend existing contracts to bridge the gap while the city addresses staffing changes and fulfills essential planning, building, engineering services, and reporting obligations.

This extension will provide the necessary time for the city to recruit and onboard new staff while ensuring that vital plans and reports are completed without interruption, minimizing risk and ensuring ongoing support for the city's needs.

The amendment to the contract will facilitate an extension until December 31, 2024, and update to the current fee schedule.

Simultaneously, efforts will be made to issue a new RFP, ensuring a smooth transition when these extended contracts eventually expire.

Item History:

Recommended Action:

MOTION to adopt **AB24-0734** - Resolution 24-0734 authorizing the mayor to execute the first amendment to the current on-call professional services agreement with West Coast Code Consultants Incas presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 24-0734

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN WEST COAST CODE CONSULTANTS, INC. (WC³), AND THE CITY OF EDGEWOOD

WHEREAS, the City of Edgewood (“City”) and West Coast Code Consultants, Inc. (WC³) currently have a Professional Services Agreement in order for WC³ to perform on-call building department support and fire protections services to the City, in an amount not to exceed \$200,000.00; and

WHEREAS, the City has recently lost key members of its professional team, necessitating the Directors, who are typically responsible for managing the extensive bidding and contracting process held every three years, to assume the vast additional responsibilities of the vacant positions; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming June or July and determined extending them to the end of the year does not violate any state spending requirements; and

WHEREAS, the City has an internal control that establishes rebidding all contracts every three to five years; and

WHEREAS, extending the on-call contracts for six months to allow for hiring new staff and completing the comprehensive, capital, and financial plans and reports due in May and June is considered low risk; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the contractor, extending the date and increasing the contract life not to exceed the value as provided;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the West Coast Code Consultants, Inc. Contract. The Mayor is hereby authorized to execute the First Amendment to the Professional Services Agreement between WC³ and the City of Edgewood dated July 27, 2021, as Exhibit A and incorporated herein by this reference, through December 31, 2024, and Exhibit B-1 2024 Rate Schedule.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 25TH DAY OF JUNE 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

10880175.1 - 371202 - 0005

Exhibit A

First Amendment to the July 27, 2021 Professional Services Agreement with West Coast Code Consultants, Inc.

Exhibit B-1
2024 Rate Schedule

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND WEST COAST CODE CONSULTANTS, INC. (WC³)**

Section I. Date and Parties.

This document (“First Amendment”), is dated the 25th day of June, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and West Coast Code Consultants, Inc. (“Consultant”). This First Amendment modifies the On-Call Consultant Services Contract dated July 27, 2021, by and between the City and Consultant (the “Contract”).

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call professional building department support and fire protection services as described therein, in an amount not to exceed \$200,000.00.

B. The current contract is set to expire on July 31, 2024. The City has lost critical members of our professional team requiring a short-term extension to section IV. Duration of Work.

C. Since the time that the original Contract was executed, the Consultant increased their rates due to inflation, and has agreed to amend the original contract including amending the original rate schedule.

D. To support the City with continued on-call professional building department support and fire protection services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

Section III. Amendments to the Contract.

A. Section IV Duration of Work. Section IV of the original Contract is hereby amended to read as follows:

The Consultant shall not begin any work under this Agreement until an authorized Task Order has been agreed upon by the parties, and the City has issued a Notice to Proceed. This Agreement shall expire on December 31, 2024, unless extended by an amendment executed by the duly authorized representative of the parties.

B. Exhibit B. Compensation & Rates. Exhibit B of the original Contract is hereby replaced with Exhibit B-1, attached hereto.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 25th day of June, 2024.

CITY OF EDGEWOOD

By: _____

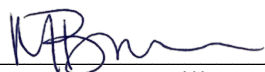
Its: Mayor, Dave Olson

Date: _____

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:



City Attorney, Maili C. Barber

CONSULTANT

By: 
Printed Name: Martha (Marty) J. Gillis
Its: NW Regional Manager

Date: June 11th, 2024



EXHIBIT B

COMPENSATION & RATES

Hourly Review Rates:

The following review services are provided using an hourly rate.

Hourly Rates

Service	Rate (per hour)
Building Official or Consulting	\$130
Structural Engineer, P.E., S.E.	\$130-\$140 DOE
Plan Review	\$125
Fire Review	\$125
Building Inspector	\$100-\$110 DOE
Fire Inspector	\$110-\$110 DOE
Electrical Inspector	\$110-\$120 DOE
Permit Technician	\$90
Education/Instructor	\$125
Seminars	\$1,400 per day

**All rates require a minimum charge of 1 hour.*

**Education: Requires 1 hour of prep time for every 3 hours teaching time with a minimum charge of 1 hour.*

**Expedited service will be assessed using 1.5% of the hourly rate schedule.*

**Meeting attendance rates are hourly portal to portal. Mileage reimbursement based on current federal rate.*

**Some reviews require the expertise of P.E. 's or S.E. 's. Authorization by Jurisdiction staff will be requested for these services.*

**Inspection services will be provided using the hourly rate schedule. Inspection rates are portal to portal with a minimum time of 4 hours per day charge.*

**All fees and rates are subject to annual review, periodic increases, and acceptance by the City.*

Reimbursable Costs

Plan Review

Reimbursement of the direct cost of expenses related to the return of plans and permit documents such as courier service, mileage at the current federal rate, postage or shipping of plans or other permit documents. Every effort will be made to utilize the most expedient and affordable method of delivery. No mark-up of charges will be made.

Inspections

Trip Fee: To offset the cost of deploying inspection staff to the City.	\$60 per day
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Mileage: When consultant staff uses personal vehicles for inspections. (In city mileage only, not portal to portal)	Current IRS rate
Reimbursable Expenses: City pre-approved expense.	Actual cost without mark-up

Jurisdiction Authorized Meetings

Reimbursement of the direct cost of expenses related to attendance at City authorized meetings such as, mileage (portal to portal from the Lynnwood WA Office) at the current federal rate, and parking fees. Every effort will be made to utilize the most expedient and affordable methods. No mark-up of charges will be made.

Invoicing

- Invoices shall be generated upon completion of 1st review, subsequent review, and at final approval with all supporting documents required by the Jurisdiction and the Consultant. The Consultant services shall be invoiced for services provided and are not dependent on achieving sufficient resolution needed to approve permit issuance.
- Invoices shall be submitted electronically to the Jurisdiction by the 10th day of each month.
- The Jurisdiction shall notify the Consultant of any discrepancy, and the Consultant shall correct accordingly.
- Invoices shall be paid within a maximum of 30 days of receipt, unless mutually agreed by the Jurisdiction and Consultant.



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0735 - Resolution 24-0735 Six Year Transportation Improvement Plan (TIP) Update	Agenda Item #: 6.R
	For Agenda of: 6/25/2024
	Prepared by: Jeremy Metzler
Attachments (list): 1. RESOLUTION 24-0735 (TIP) 2. ExA - FINAL - 2025 TIP Budget Spreadsheet 3. 2025_2030 TIP MAP	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 6/20/2024 Dave Olson 6/20/2024	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 06/04/2024 SS 06/11/2024 RCM PH 06/18/2024 SS 06/25/2024 RCM

Summary Statement:

The City is required to prepare a Transportation Improvement Plan (TIP), in accordance with RCW 35.77.010 and the Transportation Element of the City's adopted Comprehensive Plan. The TIP outlines the projects, estimated costs, anticipated timelines, and the expected funding sources for the next six years. These plans serve as the guiding documents for Staff to implement as resources are made available through City financial resources or other identified funding sources (i.e. TIB, WSDOT funding, other grants, loans, etc.).

The attached resolution and plan represents Staff's recommendation as it pertains to project priorities, funding sources and timelines for implementation, as required under GMA. Staff relies on the City Council to guide this planning effort in alignment with Council's desires and the City's financial resources. While this year's Annual Concurrency Report has yet to be prepared, the recommendations provided in last year's report are still relevant. Staff is bringing this year's TIP update forward at this time to stay ahead of upcoming grant funding opportunities.

Please note that traffic concurrency will not be met if the Level of Service deficiencies are not addressed at three intersections with Meridian: 13th, 29th and 32nd. Staff is working with the City's consultant to complete the Meridian Avenue Preliminary Design Study, and efforts continue to design and implement the Parallel Road Network.

Finally, a Public Hearing was held at the June 11, 2024 Regular Council Meeting, where no public comments were provided. Staff has also completed a State Environmental Policy Act (SEPA) Environmental Checklist for review, with comments due by June 7, 2024, and no comments were provided. The SEPA review was subject

to appeal until June 21, 2024, and no appeals have been filed as of the time of this report.

Item History:

N/A

Recommended Action:

MOTION to adopt **AB24-0735** - Resolution 24-0735 Six Year Transportation Improvement Plan (TIP) Update

Fiscal Note/Consideration:

As the Transportation Improvement Plan (TIP) is a component of the annual budgeting process, the anticipated impacts to the City's budget and General Fund are outlined therein. TIPs are planning documents that express the Council's desires for future transportation improvements within the City. Local agency TIPs are also utilized by State and other planning agencies, for evaluating projects on a regional scale and consideration for outside funding resources. This TIP represents an anticipated six-year program cost of \$32,854,000 - However, the TIP is not a final budget document; this is reserved for the actual budget that is adopted by the City Council towards the end of the City's fiscal year.

This TIP considers a total of \$8,803,287 in TIF funding from 2025 through 2030. Other funding sources considered herein (but yet to be secured unless noted otherwise) include TIB Grants, FHWA Grants, other unidentified grants, and the General Fund, for a total of \$24,050,713.

RESOLUTION NO. 24-0735

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, RELATING TO STREETS AND TRANSPORTATION, ADOPTING THE 2025-2030 SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN

WHEREAS, per RCW 35.77.010, the City is required to annually update its Six-Year Transportation Improvement Plan (TIP) before July 1st of each year and file the updated Transportation Improvement Plan with the Washington State Department of Transportation within thirty (30) days of adoption; and

WHEREAS, per RCW 35.77.010, the purpose of the requirement for annual updates is to assure that each city shall perpetually have advanced plans available, looking to the future for not less than six years as a guide in carrying out a coordinated transportation program; and

WHEREAS, it is also an eligibility requirement of many grant programs that the City update its Transportation Improvement Plan as required by RCW 35.77.010; and

WHEREAS, the transportation element of the City's Comprehensive Plan must also include and be consistent with the Six-Year Transportation Improvement Plan required by RCW 35.77.010; and

WHEREAS, per RCW 35.77.010, a duly-noticed public hearing was held on June 11, 2024 on the proposed updates to the Transportation Improvement Plan; and

WHEREAS, per Chapter 43.21C RCW and WAC 197-11-340, a Determination of Nonsignificance was issued on May 24, 2024, which allowed for a 14-day comment period ending June 7, 2024, and a 14-day appeal period ending June 21, 2024, where no comments or appeals were received;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City Council does hereby adopt the 2025-2030 Six-Year Transportation Improvement Plan (TIP), a copy of which is attached as Exhibit A and incorporated herein by reference.

Section 2. Effective Date. This resolution will take effect immediately upon passage by City Council.

ADOPTED THIS 25TH DAY OF JUNE, 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A
2025-2030 Transportation Improvement Plan (TIP)

Transportation Improvement Program (TIP)
Years 2025-2030

Project No.		Transportation Project	Estimated Annual Project Expenditures									Total Project Cost	Comments
TIP	TIF Program		Prior Years (Actual)	2024 Estimate	2025	2026	2027	2028	2029	2030	Future Years		
1	R-3, R-9	Meridian/32nd & Meridian/36th Intersection improvements	\$ 35,000	\$ -	\$ -	TBD - Pending results of Project No. 2, below					\$ -	TBD	Coordinate intersection needs and alternatives with WSDOT, then construct improvements.
2	S-1	Meridian Ave E (SR-161) Preliminary Design	\$ 338,075	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 438,075	Corridor Study reviewing cross section and intersection treatment needs south of 24th. (80% TIF Eligible)
3	N/A	Emergency Road Repair (Weather Related - Annual)		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 175,000	Annual Program - Repair failures due to severe weather, wear and tear from freeze/thaw events and other causes.
4	R-4	Edgewood Drive Safety Improvements	\$ 562,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,535,000	\$ 11,097,225	Roadway widening, curb & gutter, stormwater system and pedestrian walkway. (40% TIF Eligible)
5	R-10	Chrisella Road East Safety Improvements	\$ 370,150	\$ 1,680,730	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,420,000	\$ 8,470,880	2021-2024: Improved markings, signage, lighting, sight distance, possible traffic calming measures; 2024+: Sidewalk, repair slopes south of 48th St E (40% TIF Eligible)
6	N/A	Citywide Road Preservation Program (Annual)		\$ 415,000	\$ 1,004,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000		\$ 2,669,000	Annual program - Full width rubberized chipseal and/or 2" HMA grind and overlay. Minor crack sealing and repairs are included. (2024/2025: Added 48th St E Grant Funds)
7	S-3, N-1	Interurban Trail Phase III, Connection Feasibility Study	\$ 116,436	\$ 500,000	\$ 1,500,000	\$ 6,000,000	\$ 8,250,000	\$ 6,000,000	\$ -	\$ -	\$ -	\$ 22,366,436	Develop approximately 1.05-mile corridor as a trail from 114th Avenue East to the City of Pacific. (20% TIF Eligible)
8	TBD - "N" Projects	Citywide Pedestrian Mobility and Safety Improvements (Annual)		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000		\$ 525,000	Annual Program - Walkways and/or trails with vegetated buffers for traffic safety, low level pedestrian lighting where appropriate, signs and pavement markings, as shown in the 2004 Pedestrian Study (20% TIF Eligible)
9	N/A	Citywide Traffic Safety Program (Annual)		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		\$ 350,000	Annual program - Neighborhood Traffic Calming Projects, Safety Projects and reconstruction of ADA deficiencies.
10	N/A	Citywide Road Maintenance Program (Annual)		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000		\$ 525,000	Annual program - Repair and maintenance of City transportation infrastructure, including traffic operations, signing and markings
11	MCE-2, MCE-7, MCE-16, MCW-4	Meridian Parallel Road Network Construction - Various Segments	\$ 288,426	\$ -	\$ -	\$ 290,000	\$ 1,310,000	\$ 900,000	\$ -	\$ -	\$ 5,470,000	\$ 8,258,426	Construct high-priority parallel road segments, closing gaps and fixing access deficiencies - Priority Order: MCW-4, MCE-16 (Chrisella), MCE-7, MCE-2. (60% TIF Eligible)
12	S-2, N-9	36th Street E Walkway Extension Feasibility/Design/Build	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000	Design and construct extension of existing walkway to new park property. (20% TIF Eligible)
13	R-6	Meridian & 12th/13th Intersection Improvements	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 250,000	\$ 2,000,000	\$ 1,900,000	\$ -	\$ 4,650,000	Design and construct intersection improvement(s) to address deficiencies. (60% TIF Eligible)
14	N/A	108th Ave E (north of 32nd St E) - Rebuild Failing Roadway	\$ -	\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	Gather information and prepare construction plans to repair, prevent any other unexpected failures.
15	N/A	Caldwell Rd E & 129th Ave E - Intersection Regrade	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Repave the intersection and remove the non-compliant grade transition.
Annual Totals			\$ 1,710,312	\$ 2,970,730	\$ 2,929,000	\$ 6,915,000	\$ 10,535,000	\$ 7,625,000	\$ 2,475,000	\$ 2,375,000	\$ 23,175,000	\$ 60,675,042	
					Proposed 6-Year Program Total:					\$ 32,854,000			
TIB Funding:				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	2024-2026: Interurban Trail Funded 2024/2026: Interurban Trail Funded 2025: 48th St E Preservation; 2027: Meridian & 12th/13th Chrisella HSIP Grant (work in progress)
RCO WWRP Trails Grant:				\$ 168,217	\$ 1,500,000	\$ 1,331,783	\$ -	\$ -	\$ -	\$ -		\$ 3,000,000	
FHWA Funding (PSRC/PCRC):				\$ 331,783	\$ 600,000	\$ 2,480,000	\$ 350,000	\$ -	\$ -	\$ -		\$ 3,761,783	
WSDOT Funding:				\$ 1,680,730	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,680,730	
Public Works Trust Fund Loan:				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	2027/8: Interurban Trail; 2029/30: Meridian & 12th/13th
Other Grant Funds:				\$ -	\$ -	\$ -	\$ 4,892,217	\$ 4,800,000	\$ 800,000	\$ 760,000		\$ 11,252,217	
Total Anticipated Grant Funding:				\$ 2,180,730	\$ 2,100,000	\$ 3,811,783	\$ 5,242,217	\$ 4,800,000	\$ 800,000	\$ 760,000		\$ 19,694,730	
Total City Funds Needed:				\$ 790,000	\$ 829,000	\$ 3,103,217	\$ 5,292,783	\$ 2,825,000	\$ 1,675,000	\$ 1,615,000		\$ 16,130,000	2027: Interurban Trail (\$500k) 2027: Interurban Trail
Traffic Impact Fees				\$ 95,000	\$ 15,000	\$ 2,377,217	\$ 2,036,070	\$ 2,005,000	\$ 1,215,000	\$ 1,155,000		\$ 8,898,287	
REET Funds				\$ 435,000	\$ 404,000	\$ 250,000	\$ 750,000	\$ 250,000	\$ 250,000	\$ 250,000		\$ 2,589,000	
School Zone Camera Fees				\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000		\$ 770,000	
Park Impact Fees				\$ -	\$ -	\$ -	\$ 1,750,000	\$ -	\$ -	\$ -		\$ 1,750,000	
General Fund				\$ 150,000	\$ 300,000	\$ 366,000	\$ 646,713	\$ 460,000	\$ 100,000	\$ 100,000		\$ 2,122,713	

Prepared by: Jeremy Metzler, P.E.
Date Prepared: 6/20/2024

- Intersection Project
- Linear Project





City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-25 - Mayoral Appointment/Council Confirmation – Boards/Commission Applicants	Agenda Item #: 7.A
	For Agenda of: 6/25/2024
	Prepared by: Jeremy Metzler
Attachments (list): 1. EDAB Public Roster_PROPOSED_20240625 2. PC Public Roster_PROPOSED_20240625	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 6/20/2024 Dave Olson 6/20/2024	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 06/18/2024 SS 06/25/2024 RCM

Summary Statement:

In accordance with Sections 2.30.020 and 2.32.020 of the Edgewood Municipal Code (EMC), appointments and re-appointments to the Planning Commission (PC) and Economic Development Advisory Board (EDAB) shall follow the City Council Rules of Procedures, which require applications and interviews for each applicant. The Mayor shall appoint the applicants, and the Council shall confirm or deny the appointments proposed by the Mayor.

For the PC, Position 6 is vacant, and Positions 1, 2, and 3 are set to expire on June 30, 2024. The commissioners with expiring terms have reapplied for their positions, leaving one vacant position open for any interested applicants.

For the EDAB, Positions 2, 3, 5, and 7 are vacant, and Positions 4 and 6 are set to expire on June 30, 2024. The board members with expiring terms have reapplied for their positions, leaving four vacant positions open for any interested applicants.

The city actively promotes these vacancies through social media and its website, with weekly posts to encourage applications.

Item History:

N/A

Recommended Action: MOTION confirming the following Mayoral Appointments:

- Steven Weiss to Position 4 of the Economic Development Advisory Board, with term ending June 30,

2026,

- Michael Pearce to Position 6 of the Economic Development Advisory Board, with term ending June 30, 2026,
- Carly Guillory to Position 1 of the Planning Commission, with term ending June 30, 2026,
- JoAnn Overfield to Position 2 of the Planning Commission, with term ending June 30, 2026, and
- Tom Greene to Position 3 of the Planning Commission, with term ending June 30, 2026.

Fiscal Note/Consideration:

N/A

ECONOMIC DEVELOPMENT ADVISORY BOARD

Public Roster

Position	Title	First Name	Last Name	E-mail address	Term Expires
1	Chair	Andrew	Wiesenfeld	awiesenfeld@cityofedgewood.org	6/30/2025
2		VACANT			6/30/2025
3		VACANT			6/30/2025
4		Steven	Weiss	sweiss@cityofedgewood.org	6/30/2026
5		VACANT			6/30/2026
6	Vice-Chair	Michael	Pearce	mpearce@cityofedgewood.org	6/30/2026
7		VACANT			6/30/2026



PLANNING COMMISSION

PUBLIC DOCUMENT

Position	Title	First Name	Last Name	E-mail address	Term Expires
1		Carly	Guillory	cguillory@cityofedgewood.org	6/30/2026
2	Chair	JoAnn	Overfield	joverfield@cityofedgewood.org	6/30/2026
3		Tom	Greene	tgreene@cityofedgewood.org	6/30/2026
4		Sarah	Wagner	swagner@cityofedgewood.org	6/20/2025
5		Jan	Furey	jfurey@cityofedgewood.org	6/30/2025
6	VACANT				6/30/2025
7		Carly	Lenoir	klenoir@cityofedgewood.org	6/30/2025





City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0665 - Ordinance 24-0665 Naming of Streets, Public Facilities, and Public Parks	Agenda Item #: 7.B
	For Agenda of: 6/25/2024
	Prepared by: Jeremy Metzler
Attachments (list): 1. Ordinance 24-0665 Naming Code Chapter 12.22 without Exhibit A(10882482.1) 2. New Chapter 12.22 of EMC Naming Of Streets Ordinance Exhibit A(10882480.1)	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 6/17/2024 Dave Olson 6/18/2024	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 06/18/2024 SS 06/25/2024 RCM

Summary Statement:

Currently, the City of Edgewood does not have a formal naming code or policy. Here, a new ordinance is proposed to establish Chapter 12.22 in the Edgewood Municipal Code, titled "Naming of Streets, Public Facilities, and Public Parks." This new chapter outlines the criteria and procedures for naming public spaces to foster community identity, pride, and heritage. The ordinance emphasizes the importance of naming as a means to honor historical figures, events, cultural significance, and individuals who have made significant contributions to the community. The criteria include neighborhood identification, historical significance, natural features, significant contributions, and outstanding civic service.

The ordinance also specifies the process for the City Council to designate names, including the potential for advisory boards or committees to provide recommendations. Additionally, it addresses the naming of interior features of public spaces, renaming procedures, signage requirements, maintenance responsibilities, and the council's authority to redesignate street names. The goal is to ensure a consistent and equitable approach to naming, reflecting the city's values and legacy while providing historical context for future generations.

The *draft Naming Policy* that council reviewed last week is being updated with clarification from comments received at the last study session. It is not included in tonight's packet. It will be placed on the agenda to be reviewed at the next study session and adopted at a subsequent meeting.

Item History:

N/A

Recommended Action:

MOTION to adopt AB24-0665 - Ordinance 24-0665 Naming of Streets, Public Facilities, and Public Parks

Fiscal Note/Consideration:
N/A

ORDINANCE NO. 24-0665

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, ESTABLISHING A NEW CHAPTER OF THE EDGEWOOD MUNICIPAL CODE, CHAPTER 12.22 “NAMING OF STREETS, PUBLIC FACILITIES, AND PUBLIC PARKS” PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City recognizes the importance of naming streets, public facilities, and public parks as a means of fostering community identity, pride, and heritage;

WHEREAS, the naming of public spaces serves not only as a functional necessity but also as an opportunity to honor notable individuals, history, and cultural significance within the community;

WHEREAS, through the thoughtful selection of names for these public spaces, the City can offer a rich historical context for future generations, particularly when names are chosen to honor distinguished members of the community’s past; and

WHEREAS, the establishment of clear guidelines and procedures for the naming of streets, public facilities, and public parks will ensure a consistent and equitable approach, enhancing the City’s ability to reflect its values and legacy through these names;

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

Section 1. New Chapter Added. A new chapter 12.22 “Names of Streets, Public Facilities, and Public Parks” is hereby added to the Edgewood Municipal Code. Chapter 12.22 is attached as Exhibit A

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. Corrections. Upon the approval of the city attorney and/or the city clerk, the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 4. 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 final passage.

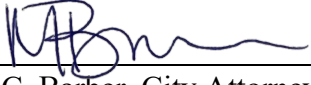
PASSED BY THE CITY COUNCIL ON THE 25TH DAY OF JUNE, 2024

Dave Olson, Mayor

ATTEST/AUTHENTICATED:

Jill Schwerzler-Herrera, CMC
City Clerk

APPROVED AS TO FORM:



Maili C. Barber, City Attorney

Date of Publication: June 28, 2024
Effective Date: July 3, 2024

Exhibit A

Title 12

STREETS, SIDEWALKS AND PUBLIC PLACES

Chapters:

12.02 Design of Highways and Streets

12.03 Underground Installation of Utilities

12.05 Roads and Rights-of-Way

12.06 Right-of-Way Franchises and Permits for Public and Private Utilities

**12.08 Right-of-Way Use – Master Use Permit and Utility Relocation
(Telecommunications and Cable Television)**

12.10 Park Regulations

12.12 Nonmotorized Transportation Systems

12.14 Street and Alley Vacations

12.16 Street Use Permits

12.18 Leases of City Property

12.20 Trespass Warnings on City Property

NEW Chapter 12.22

NAMING OF STREETS, PUBLIC FACILITIES, AND PUBLIC PARKS

Sections:

12.22.010 Selection of name – Criteria.

12.22.020 Designation of name by City Council.

12.22.030 Naming of interior features.

12.22.040 Renaming procedure.

12.22.050 Signing.

12.22.010 Selection of name – Criteria.

It is the policy of the city to choose names for streets, public facilities, and/or public parks based upon the site's relationship to the following criteria:

A. Neighborhood, geographic or common usage identification;

B. An historical figure, place, event or other instance of historical or cultural significance;

C. Natural or geological features;

D. An individual (living or deceased) who has made a significant land and/or monetary contribution to the community or who has had the contribution made "in memoriam" and when the name has been stipulated as a condition of the donation; or

E. An individual who has contributed outstanding civic service to the city.

12.22.020 Designation of name by city council.

A. The city council shall designate the names of public parks, public facilities and/or streets. The city council may choose to make its selection after receiving a written recommendation from any one of the city's advisory boards, or a specially appointed committee, based upon public input from individuals and organizations. Such written recommendation shall state how the proposed name(s) meet(s) the criteria in EMC 12.22.010. If a contest or competition is to be held to determine the name of a street, public facility, and/or public park the advisory board/committee shall establish guidelines and rules for the contest. No city funds shall be used for any contest prizes.

B. The city council shall designate historic road/street names. The city council may choose to establish historic road/street names after receiving a written recommendation from a city advisory board or committee. Historic road/street signs shall meet the requirements of EMC 12.22.060 and shall be noted in the file of existing street names to avoid duplication of road or street names per EMC 12.22.070.

12.22.030 Naming of interior features.

The interior features of a public park or public facility may be named separately from the main park or facility; and should be bestowed with the intention that it will be permanent, and changes should be strongly resisted. Name changes shall be subject to the procedures set forth in this section.

12.22.040 Renaming procedure.

Once a name is selected for a street, public facility and/or public park, it should be bestowed with the intention that it will be permanent, and changes should be strongly resisted. Name changes shall be subject to the procedures set forth in this chapter.

12.22.050 Signing.

Following selection of a name by the city council for a street, public facility and/or public park, the public works department will identify the specific park, facility or street by appropriate signing specifying the name. All signage must comply with the Edgewood Sign Code, EMC 18.97, as applicable.

12.22.060 Street and road sign requirements.

A. All street and road signs shall conform as nearly as practicable to this Title and WAC Chapter 468-95.

B. Historic street and road signs shall be brown background, white lettering and match the upper and lower case of the existing street/road sign. The historic name sign shall be placed under the street/road sign. The sign shall have the historic name centered on the sign, preceded by “historic” and followed by “name.” The lettering shall be a minimum of three inches for upper case letters and two and one-quarter inches for lower case letters and in no case be more than 75 percent of the street sign’s lettering.

12.22.070 Maintenance procedures – department responsibilities.

The public works department shall be responsible for maintaining a file of existing street names established under this chapter, and a catalog of potential street names for the purpose of insuring that proposed street names are in conformance with this chapter and do not duplicate existing names. The community development department is authorized to assign addresses upon request by private and public agencies and to new subdivision plats.

12.22.080 Council redesignation of streets.

A. Notwithstanding provisions in this chapter, the city council reserves the option of changing street names or changing numbered streets to named streets, pursuant to the criteria listed in this chapter. Applications to the council for street renaming shall contain the signatures of the majority of persons having ownership in properties addressed on the street to be renamed. Notice of proposed name changes shall be mailed to all property owners whose addresses would be changed at least 20 days prior to council action. A change of street names shall be accomplished by the adoption of an ordinance directing such change.

B. The council shall consider technical input from the department, locational and development characteristics relative to the street and the impact of the change on existing businesses and residences, as well as on emergency vehicle responsiveness, in determining whether the change should be granted. Only entire street lengths or distinct

major portions of streets shall be separately renamed by the city. For purposes of this ordinance, “distinct major portions” shall mean a separate portion of a street identifiable by either a directional shift of at least 45 degrees or an interrupted interval of at least one-quarter mile.