



CITY OF EDGEWOOD

STUDY SESSION MEETING AGENDA SUMMARY

Tuesday, April 21, 2026 – 7:00 PM ♦ 10440 Dom Calata Way E ♦ Edgewood, WA

1 CALL TO ORDER

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

Present: Mayor Olson, Deputy Mayor Creley (virtually via Zoom), Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith (virtually via Zoom), Councilmember Rasmus, Councilmember Edwards, Councilmember Southard (virtually via Zoom)

2 PRESENTATION

A. Metro Animal Services - Lauren Wallin

Support Services Manager Lauren Wallin presented an overview of Metro Animal Services, highlighting increasing demand for animal control and sheltering in Edgewood, capacity limitations, and regional pressures impacting services, and noted that the current system is under significant strain and may require future changes to remain sustainable.

3 COUNCIL BUSINESS

A. Economic Development Advisory Board Updates

Staff provided a brief development report noting typical seasonal slowdowns in permits and inspections, but highlighted ongoing and future growth, including remaining subdivision capacity. EDAB Chair Kelsey Morgan then summarized a recent recommendation to amend code governing the board, specifically proposing removal of the two-term limit for members to support continuity in long-term economic development efforts, noting that EDAB is currently the only board with such a restriction.

B. Code updates on salary commission and elected officials

Finance Director Goraya presented proposed amendments to the municipal code related to the Salary Commission and elected official compensation. The changes included repealing sections that currently embed mayor and council salaries in code to reduce administrative burden, since compensation is already documented in the budget and on the city website. Additional updates to the Salary Commission code would shift required meeting timing from August to Q3 for flexibility, add a provision allowing special meetings, clarify that the commission's role is focused on elected official salaries rather than employee compensation, and add a requirement for the commission to meet in the final year of a mayoral term to set the incoming mayor's salary.

C. Code update on payment of claims

Finance Director Goraya presented proposed code amendments related to payment of claims and check signing procedures. The update would remove the strict requirement for two signatures on checks, which is not mandated by state law, and instead allow flexibility for a single authorized signer in cases where a second signer is unavailable. Staff emphasized that this would address occasional past compliance issues while maintaining the current practice of generally using two signatures and continuing Council approval of expenditures through the consent agenda. Council discussion

focused heavily on financial controls and audit safeguards. Several members opposed reducing the two-signature requirement, citing concerns about internal controls, fraud prevention, and loss of a “second set of eyes.” Alternatives were suggested, including maintaining two signatures but ensuring more Council members have signature authority, or formally designating a specific staff position to sign checks to improve clarity and accountability. Members also discussed whether emergency payment processes should rely more on purchase cards, purchase orders, or electronic payments rather than reducing signature requirements. Staff indicated they would take the feedback to legal review and revise the proposal, and there was general direction from Council to retain the two-signature practice while clarifying authorized signers and improving language around payment methods.

D. 2025 and Q1 2026 – Financial Update

Motion: to extend until 9:30pm **Action:** Approved **Moved by:** Councilmember Ramirez
Seconded by: Councilmember Pazaruski **Motion Passed 7-0**

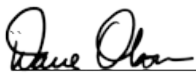
Finance Director Goraya then presented the 2025 year-end and Q1 2026 financial update. The City ended 2025 with \$10M in general fund revenue and \$9.4M in expenditures, producing a higher-than-budgeted fund balance increase driven mainly by development revenue, investment interest, and a sales tax change. Most surplus sources were noted as one-time. Q1 2026 revenues are tracking above budget in several areas due to timing and interest earnings, while expenditures remain within budget. Restricted funds remain stable with planned capital activity. Council requested clearer visual reporting tools and suggested summarizing highlights for public communication.

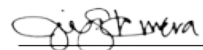
4 OTHER COUNCIL ITEMS

Mayor Olson, Councilmember Ramirez, Keith, and Southard spoke.

5 ADJOURN

Mayor Olson adjourned the meeting at 9:32pm.


Dave Olson
Mayor


Jill Schwerzler-Herrera
City Clerk/HR Director