



CITY OF EDGEWOOD

REGULAR COUNCIL MEETING AGENDA - **REVISED**

Tues., April 10, 2018 – 7:00 pm. ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. **CALL TO ORDER**
Pledge of Allegiance, Roll Call, Additions/Deletions
2. **PROCLAMATION - PC READS** - Linda Case
3. **PRESENTATION-**
Part III – Welcome to your Pierce County Contract! Now, what do you get?
4. **AUDIENCE COMMENT**
5. **MAYOR'S REPORT**
6. **CONSENT AGENDA**(pg. 3): *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 March 27, 2018
 - B. Study Session Meeting Minutes of April 3, 2018
 - C. **AB18-012**, a motion approving April 2018 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensations Program; IRS 941 EFT; Dept. of Retirement Systems and Payroll Direct Deposit in the amount of \$75,339.92; and Vendor Check Numbers 23220 through 23235 with EFT Payments in the amount of \$32,007.13. Total distributions submitted for review & authorization in the amount of \$107,347.05
 - D. **AB18-013**(pg. 16), a motion approving the Right-of-Way (ROW) Inspector job description
 - E. **AB18-0401**(pg. 21), a motion adopting Resolution No. 18-0401, authorizing the Mayor to execute an on-call contract extension for services with Cooper Zietz Engineers, Inc., DBA, AKANA
7. **COUNCIL BUSINESS**
 - A. **AB18-014**(pg. 26), a motion confirming the Mayoral appointment of Shawwna Shula, Position No. 4 to the City of Edgewood Park and Recreation Advisory Board
 - B. **AB18-0402**(pg. 27), a motion adopting Resolution No. 18-0402, authorizing the Mayor to execute a Quit Claim Deed from Conner Homes at Westridge, LLC for a 0.35-acre property identified with Parcel No. 0420084081.
 - C. **AB18-0521**(pg. 34), a motion adopting Ordinance No. 18-0521, amending the budget for the 2018 Fiscal Year, providing updates to the approved General Fund budget, specifically Public Works ROW Inspector and the 2018 Salary Schedule.
8. **COUNCIL COMMENTS**
9. **EXECUTIVE SESSION** – Pursuant to RCW 42.30.110(1)(b) and RCW 42.30.110(1)(i)(i).
10. **ADJOURN**

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.



PIERCE COUNTY **READS** 2018

Proclamation of the City of Edgewood

Whereas, the Edgewood City Council recognizes the Pierce County Library System's Pierce County READS, presented by The News Tribune and with sponsorship provided by KeyBank Foundation, Pierce County Library Foundation; and

Whereas, Pierce County READS seeks to engage, involve, and connect people throughout Pierce County; and

Whereas, Pierce County READS is the largest community reading event in the state, when people read an award-winning author's work, participate in free events, join in group discussion, and attend a free event to meet the nationally known, best-selling author on May 11, 2018, at 7 p.m.; and

Whereas, Pierce County Library is offering this community-wide program in collaboration with numerous community partners;

Now, therefore, be it resolved by Daryl Eidinger, Mayor of the City of Edgewood, Washington, that March 11th through May 11th is proclaimed as:

Pierce County READS

PROCLAIMED this 10th day of April, 2018.

Daryl, Eidinger, Mayor

ATTEST:

Rachel Pitzel, City Clerk



CITY OF EDGEWOOD REGULAR COUNCIL MEETING SUMMARY

Tues., March 27, 2018 – 7:00 p.m. ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Mayor Eidinger called the meeting to order at 7:00pm. Councilmember Lowry led the attendees in the Pledge of Allegiance.

ROLL CALL

Present: Mayor Daryl Eidinger, Councilmember John C. West, Councilmember Mark Creley, Councilmember Luke Meyers, Deputy Mayor Tyron Christopherson, Councilmember Stephanie Hunter, Councilmember Roseanne Tomy, Councilmember Nate Lowry.

Staff Present: Assistant City Administrator Dave Gray, City Clerk Rachel Pitzel, Community Development Director Darren Groth, Public Works Director Jeremy Metzler, Police Chief Micah Lundborg, Carol Morris, City Attorney.

Additions/Deletions to the Agenda

There were no additions or deletions to the agenda.

2. AUDIENCE COMMENT

Robert Matney – discussed a public records request regarding the construction on 122nd.

Lora Butterfield- thanked Mayor Eidinger for his support to the Chamber of Commerce and being one of the Mayors who spoke at the FME Chamber lunch at the State of the City Address luncheon, she noted he did a wonderful job and stated the Chamber gets great support from the City of Edgewood and their business owners and wanted to express her thanks.

Shawnna Shuler – discussed the apartment complexes off of Jovita and Meridian and traffic revisions.

Enid Duncan – discussed traffic, development of apartments on Meridian; sewer; Growth Management Act; roads and transportation.

Allison Pincas – discussed the utility tax discussion on the agenda and her support of a yes vote. She noted she attended the Town Hall meetings and found the discussions have been useful, and helped her understand the need for the utility tax.

3. MAYOR'S REPORT

Mayor Eidinger spoke about the following:

- Completed our series of four Town Meetings to inform the public about upcoming potential council action. Thank you all for your active participation. I think the feedback from the public was beneficial to all of us. Tonight we will see the matter on the agenda for your consideration.
- Chief Lundborg and Deputy Wheeler are in training this week and so we have Deputy Bob Nelson filling in this week in his absence. The Community Academy continues to have good attendance.

- Staff and Mayor met with CenturyLink as a follow up to their council time. They committed to sending all of you an updated contact list. They showed us a map of their service area to the community that they were unable to leave with us.
- Spring Clean Up Week with Murray's Disposal starts April 9th. Details of what extra can be put out are on the website and in the Edgewood Magazine.
- The next monthly movie, Ninjago, is Friday April 6th.

4. 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 March 13, 2018,
- B. Town Hall Meeting Minutes of March 13, 2018,
- C. Town Hall Meeting Minutes of March 17, 2018,
- D. Town Hall Meeting Minutes of March 20, 2018.
- E. **AB 18-011**, a motion approving March 2018 Budgeted Expenditures as follows: Deferred Compensations Program; Payroll Direct Deposit and Payroll Check No. 10607; Dept. of Retirement Systems; and IRS 941 ACHs in the amount of \$52,287.13; with Vendor Check Numbers 23204-23219 with EFT Payments in the amount of \$210,338.64. Total distributions submitted for review & authorization in the amount of \$262,625.77

Motion: As Read, **Action:** Approve, **Moved by** Councilmember Roseanne Tonym, **Seconded by** Councilmember Stephanie Hunter. **Motion passed unanimously (7-0).**

5. COUNCIL BUSINESS

- A. **AB 18-0520**, a motion to accept first reading and adoption of Ordinance No. 18-0520, relating to taxation of utility providers, establishing a six percent (6%) Utility Tax on the gross income of those engaged in the following businesses: Telephone, Cellular Telephone, Cable TV, Electricity, Water, Gas Distribution, Storm Water/Sewage Services and Solid Waste Collection; establishing standards and procedures for collection of the same; establishing penalties for failure to timely register or pay the utility tax; establishing an appeal process, adopting a New Chapter 5.08 in the Edgewood Municipal Code, describing the procedure for a referendum, providing for severability, and fixing an effective date

Asst. City Administrator Dave Gray summarized the ordinance with Council.

Mayor Eidinger thanked the staff and Council for all of their hard work they put forth over the last year on this agenda item.

Public Comments:

Colleen Wise- thanked everyone for their hard work on this item, she noted she encouraged a yes vote.

Enid Duncan – discussed having another tax against her.

Jason Ramirez- noted he is against this tax, and noted it would be \$41 a month for his household. He stated he is still unclear of what this new tax will provide and wanted to know what new services the city will get with this new tax.

Robert Matney – discussed opposing the utility tax, and it going to a vote of the people.

Shawwna Shuler – stated she had questions in regard to the utility tax- Does it guarantee to keep staff at all times or until a recession hits. What other services would this money create and would it continue year after year.

Discussion took place with Council and staff providing information on the utility tax.

Motion: Accept first Reading and Adoption, **Action:** Approve, **Moved by** Councilmember Stephanie Hunter, **Seconded by** Councilmember Luke Meyers. **Motion passed unanimously (7-0).**

Councilmember Lowry noted that it does require a vote of the people if the city wanted to increase the rate higher than 6%.

6. COUNCIL COMMENTS

None.

7. EXECUTIVE SESSION

There was no executive session.

8. ADJOURN

Mayor Eidinge adjourned the meeting at 8:04pm.

Rachel Pitzel, City Clerk

Daryl Eidinge, Mayor



**CITY OF EDGEWOOD
COUNCIL STUDY SESSION SUMMARY**

Tues., April 3, 2018 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

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

ROLL CALL

Present: Mayor Daryl Eidinger, Councilmember Luke Meyers, Councilmember Mark Creley (late), Councilmember Stephanie Hunter, Councilmember Roseanne Tomin, Councilmember Nate Lowry.

Excused: Councilmember John C. West, Deputy Mayor Tyron Christopherson.

Staff Present: Assistant City Administrator Dave Gray, City Clerk Rachel Pitzel, Jeremy Metzler Public Works Director, Maintenance Tech II Howard Bowers, Police Chief Micah Lundborg.

2. COUNCIL BUSINESS

A. Review/Discussion - PRAB Applicant Introduction (Q&A)

Mayor Eidinger introduced Shawna Shula who was the only applicant for the PRAB Advisory Board vacancy.

Council asked about Ms. Shula's interest in the Park and Recreation Advisory Board.

Councilmember Creley entered the meeting at 7:08p.m.

B. Review/Discussion - Resolution - Property Transfer

Public Works Director Jeremy Metzler briefed Council on this agenda item.

C. Review/Discussion - Resolution – 4 Way Stop

Public Works Director Jeremy Metzler briefed Council on this agenda item.

Discussion followed between staff and the Council.

Council action: Council recommended staff to pull off agenda and wait until the next study is done.

D. Review/Discussion - Resolution – Amendment to AKANA On-Call Consultant Agreement

Assistant City Administrator Dave Gray briefed Council on this agenda item.

Discussion followed between staff and the Council.

E. Review/Discussion - Job Description – ROW Inspector

Public Works Director Jeremy Metzler briefed Council on this agenda item. Discussion followed between staff and the Council.

F. Review/Discussion - Ordinance – Budget Amendment No. 2 – Salary Schedule

Assistant City Administrator Dave Gray briefed Council on this agenda item.

Mayor asked Asst. City Administrator Dave Gray to discuss items G & H together, since it was the same topic but for different developments.

G. Review/Discussion - Resolution – Segregation Application for Sewer LID Dist. No. 1- Viewe Point

H. Review/Discussion - Resolution – Segregation Application for Sewer LID Dist. No. 1- NorthWood Estates

Assistant City Administrator Dave Gray briefed Council on these agenda items.

Discussion followed between staff and the Council.

Council action: Council recommended staff to have Rick Knopf from Public Finance Inc. come to the next study session to discuss in further detail.

I. Discussion – Possible Downstairs Rental

Mayor Eidinge briefed Council on this agenda item, he discussed the Fire Department is interested in renting the downstairs for 3-10 years. Mayor Eidinge wanted to know Council's thoughts on if they are interested in looking at a rental and tying up the space for that long and what that means for the city.

Discussion followed between staff and the Council. Mayor Eidinge noted he is looking for direction on if he should continue conversation with the Fire Dept.

3. OTHER COUNCIL ISSUES

Councilmember Tomyne reminded folks of Movie Night, Friday April 6 at 6:30pm – Ninjago.

4. ADJOURN

Mayor Eidinge adjourned the meeting at 8:15pm.

Rachel Pitzel, City Clerk

Daryl Eidinge, Mayor



CITY OF EDGEWOOD
REQUEST FOR COUNCIL ACTION
Agenda Bill No.: 18-012

Date Action Requested: April 10, 2018

Title: **AB18-012**, a motion approving April 2018 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensations Program; IRS 941 EFT; Dept. of Retirement Systems and Payroll Direct Deposit in the amount of \$75,339.92; and Vendor Check Numbers 23220 through 23235 with EFT Payments in the amount of \$32,007.13. Total distributions submitted for review & authorization in the amount of \$107,347.05

Attachments: Payment Distribution Review & Authorization, Voucher Directory

Submitted By: Stephanie Goff, Accounting Manager

Approved For Agenda By: Mayor Daryl Eiding

Prepared For Agenda By: Rachel Pitzel, City Clerk

Recommendation: Move to Approve AB18-012

Discussion: Approval of Claims and Payroll Expenditures

Alternatives: 1) Do not approve. 2) Refer to Council Study Session for Further Review.

Fiscal Impact: An increase in the sum of \$107,347.05 to authorized Budgeted Expenditures.

City of Edgewood 2018

April 10th 2018 Council Meeting Check & EFT Payment Distribution Review & Authorization

Number	Name	Print Date	Amount
US Bank PAYROLL ACCOUNT DISTRIBUTION			
10607 Last Number Issued Previous Authorization			
<u>AWC EFT 3/30/18</u>	AWC Employee Benefit Trust	3/30/2018	\$24,268.73
<u>DCP EFT 3/30/18</u>	Deferred Compensation Program	3/30/2018	\$5,581.17
<u>Direct Deposit Run -</u>	Payroll Vendor	3/30/2018	\$33,388.24
<u>DRS EFT 3/30/18</u>	Dept of Retirement Systems	3/30/2018	\$7,559.69
<u>IRS 941 EFT</u>	IRS 941	3/30/2018	\$4,542.09
Total			\$75,339.92

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
23219 Last Number Issued Previous Authorization			
<u>23220</u>	Century Link	4/10/2018	\$220.57
<u>23221</u>	City of Sumner	4/10/2018	\$729.00
<u>23222</u>	Code Publishing Inc.	4/10/2018	\$230.52
<u>23223</u>	Daryl Eiding	4/10/2018	\$190.16
<u>23224</u>	Drain-Pro	4/10/2018	\$290.00
<u>23225</u>	East Pierce Fire & Rescue	4/10/2018	\$3,081.55
<u>23226</u>	FCS Group	4/10/2018	\$2,657.50
<u>23227</u>	G & K Services Co.	4/10/2018	\$278.98
<u>23228</u>	Lakehaven Water & Sewer District	4/10/2018	\$26.42
<u>23229</u>	Morris Law PC	4/10/2018	\$14,725.50
<u>23230</u>	Philips Publishing Group	4/10/2018	\$5,362.75
<u>23231</u>	Pierce County Budget & Finance Sheriff	4/10/2018	\$588.63
<u>23232</u>	Rick Pederson	4/10/2018	\$269.78
<u>23233</u>	Utilities Underground Location Center	4/10/2018	\$138.03
<u>23234</u>	WA State Treasurer	4/10/2018	\$288.00
<u>23235</u>	Wa. Assoc. of Bldg. Officials	4/10/2018	\$50.00
<u>Direct Pay Payment</u>	Public Finance Inc.	4/10/2018	\$1,075.00
<u>EFT Payment 4/4/2018</u>	Comcast	4/10/2018	\$101.33
<u>EFT Payment 4/4/2018</u>	Comcast Business	4/10/2018	\$802.69
<u>EFT Payment 4/4/2018</u>	McLendon Hardware-Blue Tarp Credit Services	4/10/2018	\$20.76
<u>EFT Payment 4/4/2018</u>	Verizon Wireless	4/10/2018	\$511.79
<u>EFT Payment 4/4/2018</u>	Wells Fargo Vendor Fin Serv	4/10/2018	\$368.17
Grand Total			\$32,007.13

Total Claims Voucher Distribution	\$32,007.13
Total Distribution Submitted for Review & Authorization	\$107,347.05
Authorization Adjustments:	\$ -
Total Distribution Net of Prior Authorized Adjustments	\$107,347.05

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

Mayor, Daryl Eiding

Council Member



Voucher Directory

Vendor	Number	Reference	Account Number	Description	Amount
Century Link	23220			2018 - April - 1st Council Meeting	
		253-927-2018 680B 3/25-4/25/18			
		3/25-4/25/18 Services			
		001-018-000-518-30-42-01		Telecommunications Charges	\$110.80
				Elevator Alarm Line	
		Total 253-927-2018 680B 3/25-4/25/18			\$110.80
		253-952-3537 889B 3/22-4/22-18			
		3/22-4/22/18 Services			
		001-018-000-518-30-42-01		Telecommunications Charges	\$109.77
				Fax and Fire Alarm Line	
		Total 253-952-3537 889B 3/22-4/22-18			\$109.77
	Total 23220				\$220.57
Total Century Link					\$220.57
City of Sumner	23221			2018 - April - 1st Council Meeting	
		033118-COS			
		1st Qtr 2018 Animal License Fees			
		650-000-000-589-10-00-05		Animal Licenses	\$729.00
				1st Qtr 2018 License Fees Collected	
		Total 033118-COS			\$729.00
	Total 23221				\$729.00
Total City of Sumner					\$729.00
Code Publishing Inc.	23222			2018 - April - 1st Council Meeting	
		59554			
		March Services			
		001-014-000-514-30-41-01		Professional Services	\$230.52
				EMC Updates	
		Total 59554			\$230.52
	Total 23222				\$230.52
Total Code Publishing Inc.					\$230.52
Comcast		EFT Payment 4/4/2018 1:02:00 PM - 1		2018 - April - 1st Council Meeting	
		8498 35 021 0458551 3/25-4/24/18			
		3/25-4/24/18 Services			
		001-018-000-518-30-42-01		Telecommunications Charges	\$101.33

Vendor	Number	Reference	Account Number	Description	Amount
				City Hall Internet	
			Total 8498 35 021 0458551 3/25-4/24/18		\$101.33
			Total EFT Payment 4/4/2018 1:02:00 PM - 1		\$101.33
Total Comcast					\$101.33
Comcast Business					
			EFT Payment 4/4/2018 1:02:00 PM - 2	2018 - April - 1st Council Meeting	
			62996326		
			3/15-4/14/18 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	\$802.69
				City Hall Phones	
			Total 62996326		\$802.69
			Total EFT Payment 4/4/2018 1:02:00 PM - 2		\$802.69
Total Comcast Business					\$802.69
Daryl Eiding					
	23223			2018 - April - 1st Council Meeting	
		032818-DE			
			Employee Reimbursement		
			101-000-000-542-64-31-10	Traffic Control Devices-School Zone Flashers	\$157.68
				Speed Sign Batteries	
			101-000-000-542-64-31-10	Traffic Control Devices-School Zone Flashers	\$32.48
				Locks & Disconnects for Speed Signs	
		Total 032818-DE			\$190.16
	Total 23223				\$190.16
Total Daryl Eiding					\$190.16
Drain-Pro					
	23224			2018 - April - 1st Council Meeting	
		42209			
			3/25-4/21/18 Rental		
			001-076-000-576-80-45-03	Operating Rentals	\$145.00
				110th & 24th St E	
		Total 42209			\$145.00
		42210			
			3/25-4/21/18 Rental		
			001-076-000-576-80-45-03	Operating Rentals	\$145.00
				Nature Park	
		Total 42210			\$145.00
	Total 23224				\$290.00
Total Drain-Pro					\$290.00

Vendor	Number	Reference	Account Number	Description	Amount
East Pierce Fire & Rescue	23225			2018 - April - 1st Council Meeting	
		033118-EPFR			
			Q1 2018 Fire Plan Review Fees		
			650-000-000-589-10-00-06	Fire Plan Review	\$3,081.55
				Q1 2018 Fire Plan Review Fees	
		Total 033118-EPFR			\$3,081.55
	Total 23225				\$3,081.55
Total East Pierce Fire & Rescue					\$3,081.55
FCS Group	23226			2018 - April - 1st Council Meeting	
		2778-21803098			
			March Services		
			001-018-000-518-20-41-01	Professional Service	\$2,657.50
				Utility Tax Benchmarking	
		Total 2778-21803098			\$2,657.50
	Total 23226				\$2,657.50
Total FCS Group					\$2,657.50
G & K Services Co.	23227			2018 - April - 1st Council Meeting	
		6068504051			
			3/5/18 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	\$142.18
				Uniforms	
		Total 6068504051			\$142.18
		6068505849			
			3/12/18 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	\$45.60
				Uniforms	
		Total 6068505849			\$45.60
		6068507640			
			3/19/18 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	\$45.60
				Uniforms	
		Total 6068507640			\$45.60
		6068509411			
			3/26/18 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	\$45.60
				Uniforms	
		Total 6068509411			\$45.60
	Total 23227				\$278.98
Total G & K Services Co.					\$278.98

Vendor	Number	Reference	Account Number	Description	Amount
Lakehaven Water & Sewer District	23228			2018 - April - 1st Council Meeting	
		3575901 12/29/17-2/28/18			
			12/29/17-2/28/18 Services		
			001-018-000-518-30-47-04	Sewer Charges	\$26.42
			114th Ave E		
		Total 3575901 12/29/17-2/28/18			\$26.42
	Total 23228				\$26.42
Total Lakehaven Water & Sewer District					\$26.42
McLendon Hardware-Blue Tarp Credit Services					
	EFT Payment 4/4/2018 1:02:00 PM - 3			2018 - April - 1st Council Meeting	
	B18453/3				
			March Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$20.76
			Roof Cement		
		Total B18453/3			\$20.76
	Total EFT Payment 4/4/2018 1:02:00 PM - 3				\$20.76
Total McLendon Hardware-Blue Tarp Credit Services					\$20.76
Morris Law PC					
	23229			2018 - April - 1st Council Meeting	
		040418-MOR			
			March Services		
			001-015-000-515-41-41-01	Legal Services-External	\$14,725.50
		Total 040418-MOR			\$14,725.50
	Total 23229				\$14,725.50
Total Morris Law PC					\$14,725.50
Philips Publishing Group					
	23230			2018 - April - 1st Council Meeting	
		28579			
			2018 Spring Magazine		
			001-018-000-518-20-49-05	Printing & Binding	\$5,362.75
			2018 Spring Magazine		
		Total 28579			\$5,362.75
	Total 23230				\$5,362.75
Total Philips Publishing Group					\$5,362.75
Pierce County Budget & Finance Sheriff					
	23231			2018 - April - 1st Council Meeting	
		CI-247409			
			January OT Services		
			001-021-000-521-20-51-02	Police Overtime	\$588.63
		Total CI-247409			\$588.63
	Total 23231				\$588.63
Total Pierce County Budget & Finance Sheriff					\$588.63

Vendor	Number	Reference	Account Number	Description	Amount
Public Finance Inc.					
	Direct Pay Payment 4/4/2018 1:02:17 PM - 1		2018 - April - 1st Council Meeting		
	0002069				
			Q2-2018 Services		
			411-000-000-535-10-41-01	Professional Services	\$1,075.00
				LID Administration	
	Total 0002069				\$1,075.00
	Total Direct Pay Payment 4/4/2018 1:02:17 PM - 1				\$1,075.00
Total Public Finance Inc.					\$1,075.00
Rick Pederson					
	23232		2018 - April - 1st Council Meeting		
		033118-RP			
			March Mileage Reimbursement		
			101-000-000-542-90-43-03	Admin/Overhead-Mileage Reimbursement	\$80.93
			410-000-000-531-38-43-03	Mileage Reimbursement	\$188.85
	Total 033118-RP				\$269.78
	Total 23232				\$269.78
Total Rick Pederson					\$269.78
Utilities Underground Location Center					
	23233		2018 - April - 1st Council Meeting		
		8030127			
			March Services		
			410-000-000-531-38-49-09	Misc. Fees & Charges	\$138.03
				Utility Locating Svs. for March	
	Total 8030127				\$138.03
	Total 23233				\$138.03
Total Utilities Underground Location Center					\$138.03
Verizon Wireless					
	EFT Payment 4/4/2018 1:02:00 PM - 4		2018 - April - 1st Council Meeting		
	9804155202				
			2/24-3/23/18 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	\$511.79
				Wireless/Cell Phones	
	Total 9804155202				\$511.79
	Total EFT Payment 4/4/2018 1:02:00 PM - 4				\$511.79
Total Verizon Wireless					\$511.79
WA State Treasurer					
	23234		2018 - April - 1st Council Meeting		
		033118-WST			
			Q1-2018 Building Code Fees		
			650-000-000-589-10-00-04	State Bldg Code Fee	\$288.00
	Total 033118-WST				\$288.00
	Total 23234				\$288.00
Total WA State Treasurer					\$288.00

Vendor	Number	Reference	Account Number	Description	Amount
Wa. Assoc. of Bldg. Officials	23235			2018 - April - 1st Council Meeting	
		35763			
			March Services		
			001-058-000-558-50-41-01	Professional Service	\$50.00
				Job Posting	
		Total 35763			\$50.00
	Total 23235				\$50.00
Total Wa. Assoc. of Bldg. Officials					\$50.00
Wells Fargo Vendor Fin Serv					
	EFT Payment 4/4/2018 1:02:00 PM - 5			2018 - April - 1st Council Meeting	
	68186655				
			May Lease Payment		
			001-018-000-518-30-45-06	Copier Lease	\$368.17
				Kyocera	
		Total 68186655			\$368.17
	Total EFT Payment 4/4/2018 1:02:00 PM - 5				\$368.17
Total Wells Fargo Vendor Fin Serv					\$368.17
Grand Total		Vendor Count	22		\$32,007.13



CITY OF EDGEWOOD
REQUEST FOR COUNCIL ACTION
Agenda Bill No.: 18-013

Date Action Requested: April 10, 2018

Title: ROW Inspector Job Description

Attachments: ROW Inspector Job Description

Submitted By: Jeremy Metzler, PE – Public Works Director

Approved For Agenda By: Daryl Eidinger, Mayor

Prepared For Agenda By: Staff

Recommendation: Move to adopt the ROW Job Description.

Discussion: As discussed in the April 3 Study Session the City of Edgewood is experiencing unprecedented levels of development, increasing the demand for work within public rights-of-way which in turn results in more right-of-way applications that must be reviewed and inspected. The 2018 Annual Budget was passed in December 2017 with a new Public Works Maintenance Technician position on the salary schedule. After further consideration and review of existing resources, the Mayor and Public Works Staff have determined that the City would be better served by a full-time right-of-way inspector at this time. Attached herewith is the proposed job description for the Right-of-Way Inspector position, modified for several changes as advised by Council in the study session.

Alternatives: 1) Do not adopt. 2) Forward to Study Session for further review

Fiscal Impact: A net increase of General Fund Balance of \$11,998 results by eliminating the budgeted Maintenance Tech for 12 months pay and replacing it with a Right-Of-Way Inspector for 9 months.

The full year impact of this change would be an increase in cost of \$6,700 for 2018.

Monthly Wage Steps		Step 1	Step 2	Step 3	Step 4	Step 5
FT-02	PW Maint. Tech	\$3,957	\$4,257	\$4,556	\$4,856	\$5,155
FT-05	ROW Inspector	\$4,265	\$4,563	\$4,862	\$5,160	\$5,459



CITY OF EDGEWOOD

Right-Of-Way (ROW) Inspector - Job Description

Department: Public Works
\$5,459/mo.

Salary Range: FT-17-05 \$4,265 –

Opening Date: April XX, 2018

Closing Date: Open until Filled

This is a full-time, non-union, FLSA non-exempt (overtime eligible) position.

General Scope of Work:

This position reports directly to the Public Works Superintendent (Roads Supervisor). The ROW Inspector frequently works independently and performs civil engineering and construction-related activities by approving, monitoring, and inspecting construction projects and materials. This position may also be tasked with operating city-owned maintenance equipment, as needed, which may require additional specialized training or licensing. This position also provides support and backup to the Maintenance Technician position, as needed.

Because of the small number of City staff, each member may perform a wide range of office and field duties, as may be required from time to time. The ability to function effectively in a small team environment, where communication and initiative are critical, is mandatory for success in this position. This is a public service position where public interaction is routine and your ability to represent the team and City in a professional and courteous manner is required.

Supervision:

This position works under the direct supervision of the Public Works Superintendent and performs work both independently and in support of other Public Works fieldwork performed for the City under contract. The Public Works Superintendent usually provides specific instructions as to the assignments and timelines either verbally or in writing. A high degree of independent judgment, initiative, and discretion will be required. This position may also provide field direction, supervision, and oversight of seasonal and contract maintenance workers employed by the City of Edgewood.

Essential Job Functions:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the

position. Reasonable accommodations may be made to enable performance of these essential functions.

1. Reviews right-of-way construction permit applications for impacts related to utilities, traffic, transportation, and street improvements.
2. Recommends permit requirements to mitigate impacts of development and assures plans conform to City policies.
3. Responds to inquiries from the public and other departments about right-of-way construction procedures, and then investigates the inquiries to find resolutions.
4. Researches and verifies data pertaining to maps and drawings. Interprets designers' notes, field checks, surveys and existing records to assure that maps and drawings are accurate and reflect improvements.
5. Reviews plans, specifications, and development proposals.
6. Enforces ordinances controlling the use of streets and public rights-of-way.
7. Maintains records on permitted uses of the streets and public rights-of-way.
8. Issues permits and enters permits into permit tracking system and accurately maintains daily inspection reports by tracking the inspection results and time spent on each project or task.
9. Ensures and enforces compliance with terms of permits authorizing construction in streets and public rights of way.
10. Performs fieldwork to inspect, monitor, survey, or verify information for construction and engineering-related projects and facilities.
11. Assures field and laboratory sampling and testing of construction materials and site conditions is performed, to ensure compliance with plans and material specifications.
12. Prepares field notes, diaries, records, process estimates and "as-built" drawings.
13. Investigates complaints of street cut restoration work and recommends appropriate corrective action.
14. Coordinates and cooperates with other agencies, departments, and private utilities involved in or affected by right-of-way construction permit applications.
15. Determine permit fees, insurance and bond requirements.
16. Awareness of occupational hazards and utilizes standard safety practices.
17. Basic knowledge of maintenance equipment operations and functions.
18. Punctual work attendance and the attendance of night meetings, as necessary.
19. Performs other related duties of a comparable level, as assigned.

Necessary Knowledge, Skills, and Abilities:

To perform this job successfully, the person in this position must be able to perform each Essential Job Function. The requirements listed below are representative of the knowledge, skills, and abilities necessary to meet the minimum qualifications.

1. Two years of academic course work or job experience in civil engineering, construction management, or a closely related field; or an equivalent combination of education, training, and experience to successfully perform the Essential Job Functions. This includes, but is not limited to knowledge of the methods, materials, equipment, and techniques used in civil engineering, construction, and

- inspection, with an emphasis on streets and surface water drainage systems.
2. Experience with WSDOT and APWA Standards and their application.
 3. Knowledge of municipal government organizations, functions, principles, policies, practices, procedures, rules, and regulations.
 4. Familiarity with database programs and their applications.
 5. Ability to work independently to resolve most problems, informing the supervisor of unusual or controversial problems.
 6. Ability to exercise judgement in interpreting data from engineering documents, determining appropriate engineering methodology to apply, reconciling conflicts between the City and contractors, and determining whether to halt construction and reject contractor's work products when they do not meet established work standards.
 7. Ability to read and interpret plans, specifications, property descriptions, construction schedules, contracts and other construction inspection-related documents.
 8. Ability to communicate effectively both verbally and in writing, and to prepare reports and correspondence.
 9. Experience enforcing regulatory standards.
 10. Ability to establish and maintain cooperative and effective working relationships with public officials, City staff, community groups, and the public.
 11. Knowledge of applicable laws, codes, regulations, policies, and procedures and the ability to apply each to the position.
 12. Experience conducting field evaluations to review systems under construction.
 13. Ability to work flexible hours, including weekends and occasional evenings or overnight shifts, as needed. This position may have the opportunity to work a non-traditional workweek, such as Tuesday through Saturday.
 14. Successful completion of pre-employment background check, including a driver's license abstract.
 15. Possession of or ability to get within 90 days a valid Washington State driver's license and to maintain an acceptable driving record.

Physical Demands and Working Conditions:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the Essential Job Functions. Work is performed in both office and field environments and requires travel to a variety of locations to perform work. Employee may be exposed to noise from basic office equipment operation, all weather conditions (under a variety of weather and environmental conditions, including wind, mud, rain, and snow), and to conditions and hazards from obstacles, heights and open trenches associated with construction sites. May also be exposed to potentially hazardous materials and equipment, fumes or vapors. Walking over rough terrain may be required.

Must be able to sustain continuous physical effort, including frequent bending, walking, climbing, and manipulating and lifting heavy equipment up to 35 pounds; in addition, must have the ability to walk, bend, kneel, crouch, reach, lift, carry, stand, or sit in order to perform the Essential Job Functions. Adequate hand-eye coordination is necessary

to operate a variety of maintenance equipment, vehicles, and office equipment. Duties are usually performed alone, but are also performed as part of a work team. Attendance at some night meetings may be required. The work environment is fast-paced and moderate to very noisy.

ACKNOWLEDGEMENTS:

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

This position description does not constitute a contract for employment. It is subject to change by the City as the needs of the City and requirements change.

The City of Edgewood is a Drug Free workplace and an Equal Opportunity Employer.

If you meet the minimum qualifications and are interested in applying for this position, please send a cover letter, resume, and signed EOCC statement to:

**City of Edgewood
Human Resources
2224 104th Ave E
Edgewood, WA 98372-1513**

Submittals may also be e-mailed to humanresources@cityofedgewood.org.

Incomplete submittals will be disqualified. Only those applicants selected to move forward in the process may be contacted. Submittals will be retained in accordance with Records Retention practices. If you have questions regarding the application process, please contact human resources at 253-952-3299 or via e-mail at humanresources@cityofedgewood.org.



CITY OF EDGEWOOD
AGENDA BILL NO. 18-0401

Date: April 10, 2018

Title: Akana Civil Construction Inspection On-Call Contract

Attachments: Resolution No. 18-0401, Addendum to Original Contract

Submitted By: Asst. City Administrator, Dave Gray

Approved For Agenda By: Daryl Eidinger, Mayor

Recommendation: Move to adopt Resolution No. 18-0401, authorizing the Mayor to enter into an on-call contract extension for services with Cooper Zietz Engineers, Inc., DBA, Akana, for construction inspection related services.

Discussion: Due to the amount of private construction projects coming online within the City of Edgewood, on-call civil construction inspection services are needed in order to verify that these projects are being constructed in accordance with approved plans and City civil engineering construction standards. The City's current, lone Engineering Technician is attempting to balance .25 of his time towards maintenance issues and, while utilizing .75 of his remaining time for private development, right of way and single family residential (Storm Drainage/Planning Issues) inspection duties. Due to the volume of these duties, private development inspection is often a lessor priority and is being backfilled by other Staff as they can attend to these duties. It is Staff's intent to utilize a consultant inspector, as resources will allow to meet this deficiency.

Recommendation: Move to adopt Resolution No. 18-0401, authorizing the Mayor to enter into an on-call contract extension for services with Cooper Zietz Engineers, Inc., DBA, Akana, for construction inspection related services.

Alternatives: 1) Do not adopt. 2) Forward to Study Session for further review

Fiscal Impact: \$40,000 of pass through funds that will be charged to Developers for onsite construction inspection for private development projects, as needed by Staff due to workload constraints.

RESOLUTION NO. 18-0401

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO EXECUTE AN ON-CALL CONTRACT EXTENSION FOR SERVICES WITH COOPER ZIETZ ENGINEERS, INC., DBA, AKANA

WHEREAS, Akana is a regional civil engineering company well known for its area of expertise and has worked with a variety of local government entities including the City of Edgewood on current task orders; and

WHEREAS, the City need for civil inspection services has grown rapidly and while sporadic, need has outpaced the ability to stay current with our in-house work force; and

WHEREAS, the Assistant City Administrator-Municipal Services utilized the MSRC consultants roster to solicit interest and evaluate the available resources to engage in on-call civil engineering studies, inspection and project management and has selected Akana to assist with the current surges of activity; and

WHEREAS, the City has continued a frenetic pace requiring these services and finds the need to extend the original contract timeline to September 30, 2018 and the not to exceed expenditure amount of \$70,000 while going through the request for qualifications for engineering services process for what appear to be an ongoing need.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Mayor is hereby authorized to execute an extension from June 29, 2017 through September 30, 2018 for services with Akana in an amount not to exceed \$70,000.

PASSED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 10TH DAY OF MARCH, 2017.

Daryl Eidinger, Mayor

ATTEST:

Rachel Pitzel, City Clerk

**FIRST AMENDMENT TO
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD AND
AKANA**

Section 1. Date and Parties.

This document (“First Amendment”), is dated the 11th day of April, 2018, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation (“City”) and Cooper Zietz Engineers, Inc. dba Akana, (hereinafter the “Consultant,”) an Oregon corporation organized under the laws of the State of Oregon located and doing business at 3380 146th Place SE, Suite 105, Bellevue, WA 98007.

This First Amendment modifies the On-Call Consultant Services Contract dated June 29, 2017, by and between the City and Consultant (the “Agreement”).

Section 2. General Recitals.

A. The City and Consultant entered into the Agreement for the purposes of on-call civil construction inspection services.

B. According to Section IV of the Agreement, it will expire on July 1, 2018.

C. Akana is providing current on-call services and the City wishes to extend the original contract to cover three new large projects. The City’s need for services has increased substantially and feels it is important the City maintain continuity through these new projects, which the City estimates to be no later than September 30, 2018.

D. An amendment to the Agreement is required for the continuation of services which the City feels will serve the public need for inspection.

E. The original “not to exceed” amount in the Agreement was \$30,000. However, this amount needs to be increased to a total of \$70,000 because our project submittal volume has increased suddenly and our in-house staff is already at capacity.

F. The intent of this First Amendment is for the Consultant to provide further on-call construction inspection services to the City through September 30, 2018.

G. The City plans to follow the procedures in chapter 39.80 RCW prior to September 30, 2018 to procure additional on-call engineering services prior to the expiration of this amendment.

Section 3. Compensation and Hourly Rate. Section II(A) of the Agreement shall be amended to read as follows:

A. 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 in this Agreement. The City shall pay the Consultant an amount based on time and materials not to exceed seventy thousand dollars (\$70,000) for the services performed between June 29, 2017 and September 30, 2018. This is the maximum amount to be paid for the work described in this Agreement, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed supplemental agreement. PROVIDED, HOWEVER, the City reserves the right to direct the Consultant's compensated services under the time frame set forth in Section IV herein before reaching the maximum amount.

The remainder of Section II(B) through (D) remains unchanged.

Section 4. Amendment to Section IV. Section IV, "Duration of Work" of the Agreement shall be 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 be effective beginning April 11, 2018 and shall expire September 30, 2018.

Section 5. Amendment to Exhibit A. The language at the bottom of Schedule A that reads "The scope of work for this contract is limited to 8-12 hours of development related inspection services on a weekly basis for the duration of the contract," is hereby removed.

Section 6. Other Terms Unchanged. All other terms of the Agreement remain unchanged and enforceable. The First Amendment is intended to modify the terms and conditions of the Agreement only insofar as such modifications are set forth in this First Amendment. In the case of any conflict between the terms of the Agreement and the terms of the First Amendment, the provisions of the First Amendment shall control.

DATED: This ____ day of _____, 2018.

CITY OF EDGEWOOD

CONSULTANT

By: _____
Daryl Eidinger, Mayor

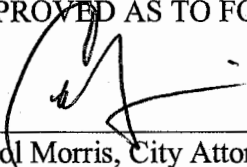
By: _____
Herbert J. Fricke, PE, President

Date: April ____, 2018

Date: April ____, 2018

ATTEST:

Rachel Pitzel, City Clerk
APPROVED AS TO FORM:



Carol Morris, City Attorney



**CITY OF EDGEWOOD
STAFF REPORT
AGENDA ITEM: 18-014**

Date: April 10, 2018

Title: Appointment to Parks and Recreation Advisory Board- Position 4

Attachments: N/A

Submitted By: City Clerk, Rachel Pitzel

Approved For Agenda By: Daryl Eiding, Mayor

Discussion: At the April 3, 2018 Council Study Session, Mayor Eiding introduced Shawna Shula, the one candidate who submitted an application for the open vacancy on the Parks and Recreation Advisory Board. Council asked the applicant about her interest in volunteering for the Advisory Board. Mayor Eiding noted he would like to bring forward his recommendation for appointment at the next regular council meeting.

Mayor Eiding recommends appointments of Shawna Shula to Position No. 4 to the Parks and Recreation Advisory Board.

Recommendation: Appointment by Mayor Daryl Eiding, confirm the appointment of Shawna Shula to Position No. 4 to the Parks and Recreation Advisory Board.

Fiscal Impact: None



**CITY OF EDGEWOOD
STAFF REPORT
AGENDA ITEM: AB18-0402**

Date: April 10, 2018

Title: Resolution No. 18-0402, Property Transfer Request

Attachments:

- 1) Zoning Exhibit Map
- 2) Property and Aerial Maps
- 3) Pierce County ePIP Data
- 4) Conner Homes at Westridge, LLC Quit Claim Deed
- 5) Resolution No. 18-0402

Submitted by: Darren Groth, Community Development Director

Approved For Agenda by: Daryl Eiding, Mayor

Recommendation: Adopt Resolution to authorize the Mayor to execute the Quit Claim Deed from Conner Homes at Westridge, LLC.

Discussion

Conner Homes at Westridge, LLC is the land owner and primary developer for the residential development known as Westridge. Conner Homes, through its Chief Operating Officer, is proposing to transfer ownership of an approximate 0.35-acre property identified with Parcel Number 0420084081 to the City of Edgewood. Parcel 0420084081 is divided from the Westridge development by 25th Street East, which is currently closed, and by Westridge Parkway East. Since the subject parcel is cut off from the remainder of Westridge and adjoins property currently owned by the City of Edgewood, the current property owner recognizes a potential benefit to deeding this property to the City.

Alternatives:

- 1) Do not adopt
- 2) Remand to Study Session for further review

Fiscal Impact: Minimal impact to property tax revenue if this parcel is removed from the municipal tax roll as exempt property under City ownership. The approximate impact is \$105 per annum with an assessed value of \$96,600 (Exhibit 3).

RESOLUTION NO. 18-0402

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO EXECUTE A QUIT CLAIM DEED FROM CONNER HOMES AT WESTRIDGE, LLC FOR A 0.35-ACRE PROPERTY IDENTIFIED WITH PARCEL NUMBER 0420084081

WHEREAS, Conner Homes at Westridge, LLC is a Washington limited liability company that owns and is developing land within the city of Edgewood known as the Westridge subdivision; and

WHEREAS, Parcel 0420084081 is divided from the Westridge subdivision by 25th Street East, which is currently closed, and by Westridge Parkway East; and

WHEREAS, the City of Edgewood currently owns Parcel 0420084019, which is commonly known as the Mortenson Farm property and adjoins the subject parcel;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Mayor is hereby authorized to execute the Quit Claim Deed granted from Conner Homes at Westridge, LLC for Parcel Number 0420084081.

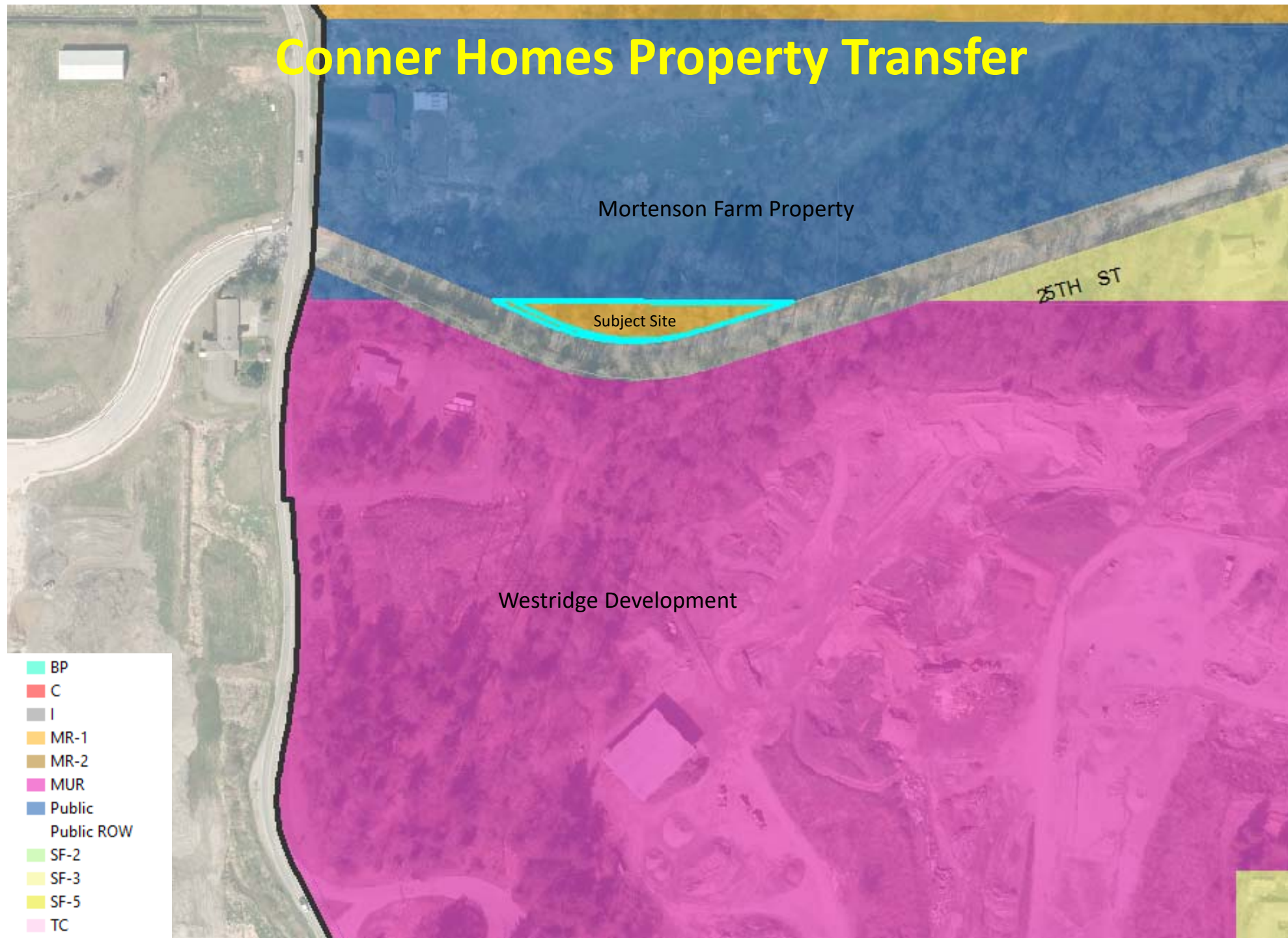
PASSED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 10TH DAY OF MARCH, 2017.

Daryl Eiding, Mayor

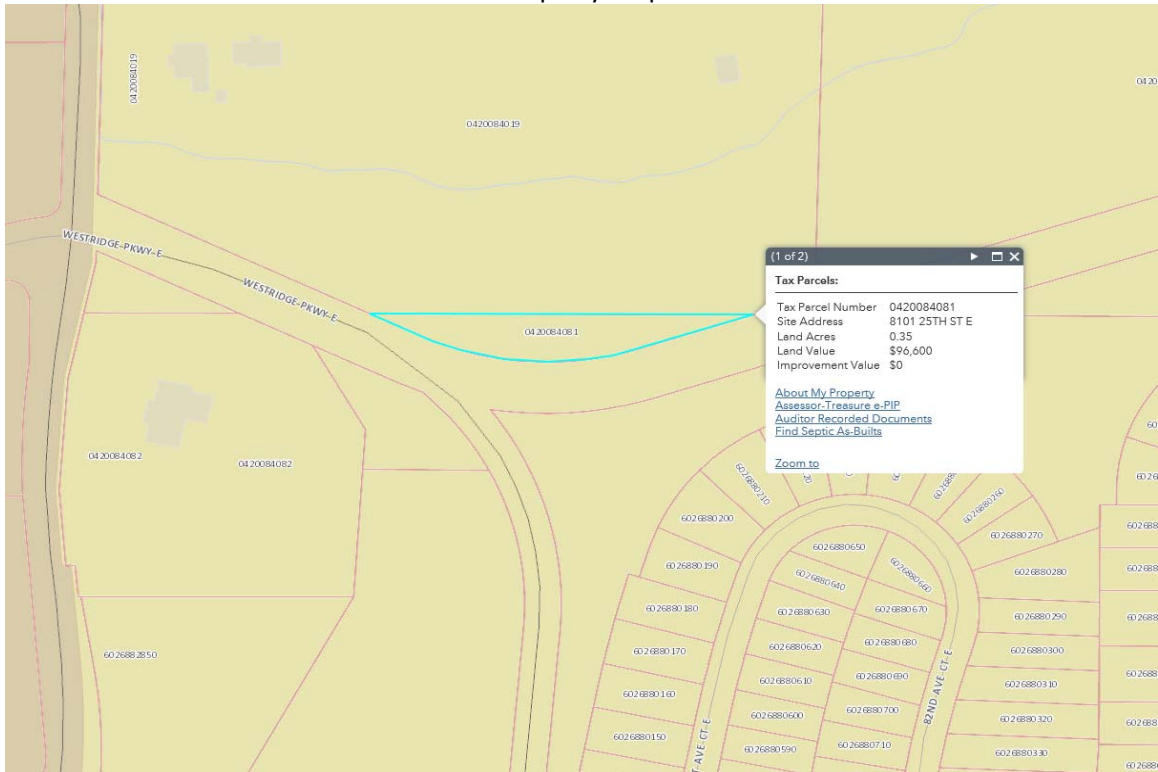
ATTEST:

Rachel Pitzel, City Clerk

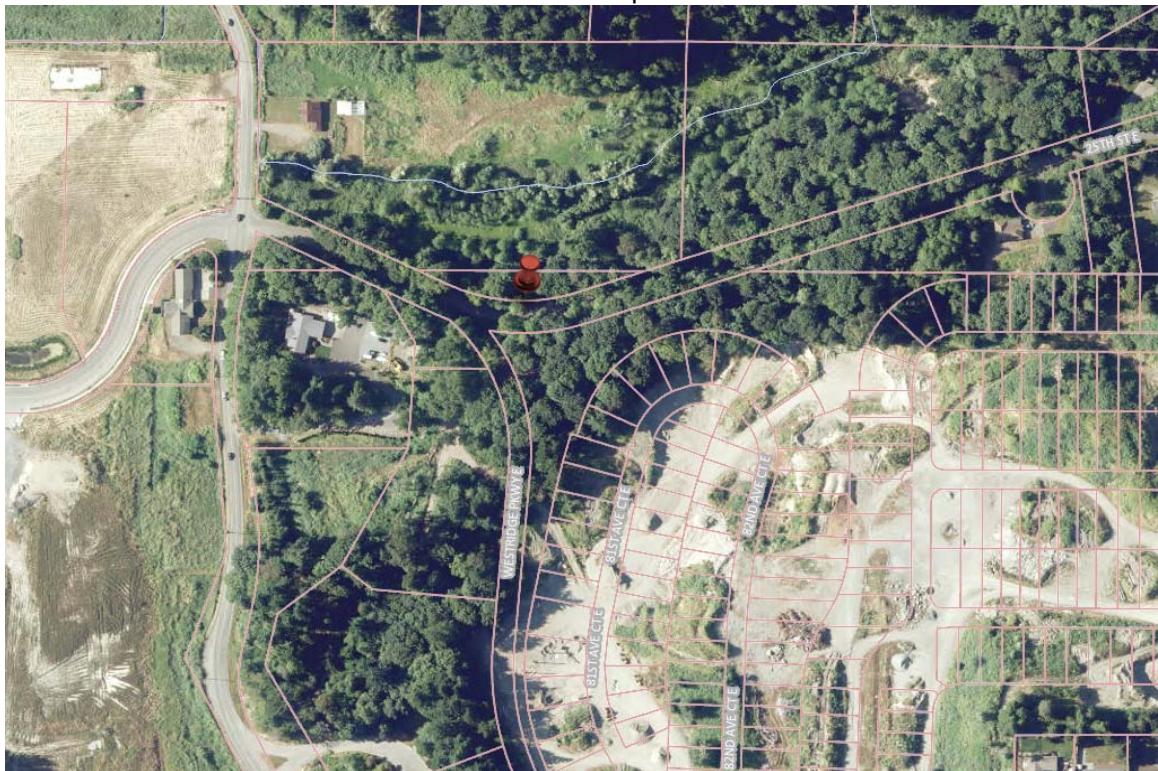
Conner Homes Property Transfer



Property Map



Aerial Map



Assessor-Treasurer electronic Property Information Profile

Taxes / Values for 0420084081

02/27/2018 02:28 PM



Have a question?

Property Details				Taxpayer Details	
Parcel Number:	0420084081			Taxpayer Name:	CONNER HOMES AT WESTRIDGE LLC
Site Address:	8101 25TH ST E			Mailing Address:	12600 SE 38TH ST STE 250 BELLEVUE WA 98006
Account Type:	Real Property				
Category:	Land and Improvements				
Use Code:	9100-VACANT LAND UNDEVELOPED				

Assessed Values

Value Year	Tax Year	Taxable Value	Assessed Total	Assessed Land	Assessed Improvements	Current Use Land	Personal Property	Notice of Value Mailing Date
2017	2018	96,600	96,600	96,600	0	0	0	06/29/2017
2016	2017	82,900	82,900	82,900	0	0	0	06/23/2016
2015	2016	76,900	76,900	76,900	0	0	0	07/06/2015
2014	2015	72,700	72,700	72,700	0	0	0	06/27/2014
2013	2014	18,800	18,800	18,800	0	0	0	0

Current Charges

Property tax interest and/or penalty charges are calculated on the 1st of each month. Your payment must be paid or postmarked prior to the 1st to avoid accrual of those additional charges. If the last day of the month falls on a holiday or weekend, you will have the following business day to pay or postmark without additional interest and/or penalty. If necessary, you can [recalculate](#) charges for a future date.

[Pay with credit card, Visa debit card or E-check](#)[Recalculate](#)

Exemptions

No exemptions

[Payment Mailing Address](#)

Balance Due: 1,328.78		Minimum Due: 664.39		as of 02/27/2018	
Tax Year	Charge Type	Amount Charged	Minimum Due	Balance Due	Due Date
2018	Property Tax Principal	1,287.08	643.54	1,287.08	04/30/18
	Weed Control Principal	1.70	0.85	1.70	04/30/18
	Surface Water Management Principal	40.00	20.00	40.00	04/30/18
Total 2018		1,328.78	664.39	1,328.78	

Tax Code Areas

Tax Year	TCA	Rate
2018	770	13.323843
2017	770	13.411423
2016	770	14.187043
2015	770	14.454554
2014	770	14.698318

Paid Charges

For questions regarding any electronic payments you may have made, please contact Point & Pay at 1-877-765-4112

Tax Year	Charge Type	Amount Paid
2017	Property Tax Principal	1,111.81
	Weed Control Principal	1.70
	Surface Water Management Principal	40.00
Total 2017		1,153.51
2016	Property Tax Principal	1,090.98
	Weed Control Principal	1.70
	Surface Water Management Principal	40.00
Total 2016		1,132.68
2015	Property Tax Principal	1,050.84
	Weed Control Principal	1.70
	Surface Water Management Principal	40.00
Total 2015		1,092.54
2014	Property Tax Principal	276.32
	Weed Control Principal	5.00
Total 2014		281.32

Receipts

Date	Number	Amount Applied
11/02/2017	9822201	576.76
05/02/2017	9549839	576.75
10/27/2016	9050582	566.34
05/09/2016	8953965	566.34
10/27/2015	8482528	546.27
05/08/2015	8374194	546.27
11/03/2014	8022189	140.66
05/06/2014	7770391	140.66

ULID Information

[Click here for ULID information](#)

I acknowledge and agree to the prohibitions listed in RCW 42.56.070(9) against releasing and/or using lists of individuals for commercial purposes. Neither Pierce County nor the Assessor-Treasurer warrants the accuracy, reliability or timeliness of any information in this system, and shall not be held liable for losses caused by using this information. Portions of this information may not be current or accurate. Any person or entity who relies on any information obtained from this system does so at their own risk. **All critical information should be independently verified.**

Pierce County Assessor-Treasurer
Mike Lonergan
2401 South 35th St Room 142
Tacoma, Washington 98409
(253)798-6111 or Fax (253)798-3142
www.piercecountywa.org/atr

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When Recorded, Return to:

Return Address: Alan Boeker
Conner Homes
12600 SE 38th St., Suite 250
Bellevue, WA 98006

QUIT CLAIM DEED

AUDITOR/RECORDER'S INDEXING FORM

Document Title(s):	QUIT CLAIM DEED
Grantor(s):	Conner Homes at Westridge, LLC
Grantee(s):	City of Edgewood
Legal Description:	PORTION OF GOV'T LOT 3, GOV'T LOT 4, THE NW 1/4, THE SW 1/4 AND THE SE 1/4 OF THE SE 1/4 OF SECTION 8, AND A PORTION OF THE NE 1/4 OF THE NE 1/4 OF SECTION 17, ALL IN TOWNSHIP 20 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN, CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON
Assessor's Property Tax Parcel/Account Number:	0420084081

GRANTOR **Conner Homes at Westridge, LLC**, a Washington limited liability company, quit claims to GRANTEE City of Edgewood, a Washington municipal corporation, all right, title and interest any and all interest that Grantor may have in the following described real estate, situated in the County of King, State of Washington, property, including any interest therein which GRANTOR may hereafter acquire:

Section 08 Township 20 Range 04 Quarter 42 PARCEL I OF BLA 2014-02-28-5005
DESC AS POR OF NW OF SE OF SEC LY NL Y OF NL Y MAR OF 25TH ST E
(MICKELSON RD) & SLY OF N 424.50 FT OF SD SUBD OUT OF 4-072

DATED this 30th day of January, 2018.

GRANTOR:

CONNER HOMES AT WESTRIDGE, LLC,

a Washington limited liability company

By: CHG SF, LLC, a Washington limited liability company, its Manager

By: 
Alan J. Boeker

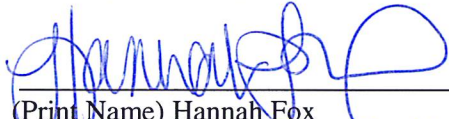
Its: Chief Operating Officer

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this 30th day of January, 2018, the undersigned Notary Public in and for the State of Washington, duly commission and sworn; personally appeared before me Alan J, Boeker, to me known to be the Chief Operating Officer of CHG, SF, LLC, a Washington limited liability company, Manager of CONNER HOMES AT WESTRIDGE, LLC, who executed the foregoing instrument and acknowledged to me that the said instrument was signed as his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

WITNESS my hand and official seal this 30th day of January, 2018.




(Print Name) Hannah Fox
Notary Public, Residing at Belleve, WA
My appointment expires: 7/19/20

304-50 quit claim to city 1-29-18



CITY OF EDGEWOOD
REQUEST FOR COUNCIL ACTION
Agenda Bill No.: 18-0521

Date Action Requested: April 10, 2018

Title: Amendment No. 2 to the 2018 Budget

Attachments: Budget Amendment Ordinance No. 18-0521 with Exhibit A & B

Submitted By: Dave Gray ACA – Administrative Services

Approved For Agenda By: Daryl Eiding, Mayor

Prepared For Agenda By: Staff

Recommendation: Move to adopt Ordinance No. 18-0521 adding an ROW Inspector position to the existing 2018 Salary Schedule and to modify the 2018-line item budget.

Discussion: Administration recently completed a review of Public Works positions with the Public Works team. Jeremy, Howard, Rick and Taylor believe the best position to assist maintenance and meet the City's ongoing inspection needs are to hire a Right-of-Way Inspector. Initially when putting the 2018 Budget together last year, administration identified general maintenance as our biggest need with the move of our EIT (Taylor) from part-time maintenance to full time Inspection & Plan Review. After careful consideration and an acknowledgement that the new position would work with Pierce County to ensure oversight for ROW maintenance, and be available to do maintenance on an as needed basis, ROW Inspection would capture more pass through revenue to offset the internal labor cost and produce a better product. The decision was unanimous with all parties meeting with the Mayor and Staff to offer individual input and state their cases. 2018 Budget Amendment No. 2 establishes a new position, Right-of-Way (ROW) Inspector by adding the partial year increase to the Public Works budget as opposed to the Maintenance Tech, resulting from a change to the Salary Schedule.

Alternatives: 1) Do not adopt. 2) Forward to Study Session for further review

Fiscal Impact: A net increase of General Fund Balance of \$11,998 results by eliminating the budgeted Maintenance Tech for 12 months pay and replacing it with a Right-of-Way Inspector for 9 months.

The full year impact of this change would be an increase in cost of \$6,700 for 2018.

ORDINANCE NO. 18-0521

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AMENDING THE BUDGET FOR THE 2018 FISCAL YEAR, PROVIDING UPDATES TO THE APPROVED GENERAL FUND BUDGET, SPECIFICALLY PUBLIC WORKS ROW INSPECTOR AND THE 2018 SALARY SCHEDULE, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, State law, Chapter 35A.33 RCW, requires the City of Edgewood adopt an annual budget and provides procedures for such; and

WHEREAS, the City of Edgewood established its 2018 Budget in Ordinance No. 17-0516; and

WHEREAS, the City Council desires to amend the 2018 Budget and Exhibit A Salary Schedule to reflect updated labor expenditure estimates caused by the creation of a new ROW Inspector staff position; and

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

Section 1. Amending the 2018 General Fund, Specifically Public Works Street and Surface Water Budget Expenditures. The 2018 Street and Surface Water Budget is hereby amended to provide as set forth in Exhibit B, attached hereto and incorporated herein by reference as if set forth in full. The change to the original Building Services Budget are to accommodate the increased cost of adding a new Right-Of-Way (ROW) Inspector position. The position is designed to increase City Staff capability “in-house” for Right-Of-Way Inspection and free up time for the Public Works Superintendent performing annual maintenance and directing work flow for Pierce County Public Works efforts. This position replaces the budgeted Maintenance Tech position approved with the original 2018 Budget in 2017.

Section 2. Amending the 2018 Salary Schedule. The 2018 Salary Schedule approved with Ordinance 17-0516 is amended to add a Right-Of-Way Inspector staff position.

Section 3. Direction to Staff: Staff is hereby authorized and instructed to make the necessary changes to the printed form of the 2018 Budget and Exhibit A Salary Schedule to reflect the above amendments and to make all necessary and appropriate line item entries and adjustments in order to reflect said amendments.

Section 5. Transmittal. The City Clerk is hereby authorized and directed to transmit a certified copy of this ordinance to the Association of Washington Cities, the Auditor of the State of Washington, and Municipal Research Services Center.

Section 6. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state

or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 7. Effective Date. A summary of this ordinance shall be published in the official newspaper of the City and this ordinance shall take effect and be in full force five (5) days after the date of publication.

Section 8. Approval. Pursuant to RCW 35A.33.120, the City Council finds that this Ordinance is in the best interest of the City and has approved this Ordinance by a majority plus one of all members of Council.

Presented to Council for first reading and adoption on April 10, 2018.

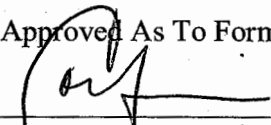
ADOPTED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD THIS 10TH DAY OF APRIL, 2018.

Mayor, Daryl Eiding

Attest/Authenticated:

City Clerk, Rachel Pitzel, CMC

Approved As To Form:



City Attorney Carol Morris

Date of Publication: *April 12, 2018*

Effective Date: *April 17, 2018*

2018

CITY OF EDGEWOOD

SALARY RANGE PLAN

ORDINANCE 18-0521

Budget Amendment No. 2

FULL TIME CLASSIFICATIONS:		2018 Monthly Wage Range				
	Job Title	Step 1	Step 2	Step 3	Step 4	Step 5
FT-17-01	Administrative Assistant	\$3,497	\$3,754	\$4,012	\$4,270	\$4,528
FT-17-02	Communications Coordinator	\$3,949	\$4,248	\$4,547	\$4,846	\$5,145
FT-17-02	Permit Coordinator	\$3,949	\$4,248	\$4,547	\$4,846	\$5,145
FT-17-02	Public Works Maintenance Tech	\$3,949	\$4,248	\$4,547	\$4,846	\$5,145
FT-17-02	Accounting Tech	\$3,949	\$4,248	\$4,547	\$4,846	\$5,145
FT-17-03	Public Works Maintenance Tech II	\$4,031	\$4,292	\$4,554	\$4,815	\$5,076
FT-17-04	Accountant	\$4,089	\$4,368	\$4,648	\$4,927	\$5,206
FT-17-05	Building Inspector	\$4,256	\$4,554	\$4,852	\$5,150	\$5,448
FT-17-05	ROW Inspector	\$4,256	\$4,554	\$4,852	\$5,150	\$5,448
FT-17-06	Combination Inspector	\$4,691	\$4,966	\$5,241	\$5,515	\$5,790
FT-17-07	Engineering Tech	\$4,726	\$5,021	\$5,316	\$5,611	\$5,906
FT-17-08	Associate Planner/Code Enforcement	\$4,834	\$5,223	\$5,612	\$6,001	\$6,390
FT-17-09	Building Official	\$5,394	\$5,852	\$6,310	\$6,768	\$7,226
FT-17-10	City Clerk	\$5,476	\$5,901	\$6,326	\$6,751	\$7,176
FT-17-11	Senior Planner	\$5,693	\$6,040	\$6,387	\$6,734	\$7,081
FT-17-12	Senior Engineer	\$6,486	\$6,844	\$7,202	\$7,560	\$7,918
FT-17-13	Public Works Superintendent	\$7,265	\$7,696	\$8,128	\$8,559	\$8,990
FT-17-14	Community Development Director	\$7,722	\$8,105	\$8,488	\$8,871	\$9,254
FT-17-15	ACA-Admin. Svcs/Finance Director	\$7,826	\$8,300	\$8,774	\$9,249	\$9,723
FT-17-16	ACA-Municipal Services	\$8,482	\$8,862	\$9,241	\$9,621	\$10,001
All Hourly Compensation Rates are based upon the Monthly Rate Divided by 173.33 Hours.						

City of Edgewood 2018 Budget		EXHIBIT B						
Budget Amendment No. 2		2/13/2018						
April 2018								
Fund Name/Department	Fund	Original	Original	Description	Line Item	Line Item	Amended	Fund Balance
	Number	Budget	Line Item	of Request	Added	Deleted	Budget	Impact
General Fund Expenditures								
Street Fund-Public Works	101	\$708,048.15	\$159,569.71	Decrease for new position	-\$5,999.00		\$702,049.15	-\$5,999.00
Surface Water Fund-Public Works	401	\$945,145.49	\$283,317.66	Decrease for new position	-\$5,999.00		\$939,146.49	-\$5,999.00
General Fund Expenditures	001	\$1,653,193.64	\$442,887.37		-\$11,998.00		\$1,641,195.64	-\$11,998.00
This budget amendment results from replacing a Maintenance Tech at 12 months with a ROW Inspector at 9 months position to the salary schedule FT-17-05 @ step 3.								
Full year impact of this amendment in the next budget cycle (2019) is \$6700.00 increase in annual cost.								

2018 Labor Cost Changes for Budget Amendment No. 2

		General Fund	GF-Building	Total General Fund	Street Fund	Surface Water	City Total
ADDS	2017 Total FTE Funded	6.65	4.35	11.00	1.16	2.27	14.43
	Total Salary & Benefits 2017 Budget	755,890	452,739	1,208,629	129,931	258,627	1,597,187
	Adjustments to Prior Year Budget (Budget Amendments)	(21,966)	35,441	13,475	(6,181)	(1,591)	5,703
	Total Salary & Benefits December 31, 2017	733,924	488,180	1,222,104	123,750	257,036	1,602,890
	COLA increase of 2.5% CPI-U (Sea/Tacoma/Brem)	13,638	10,282	23,920	2,527	5,366	31,813
	Net Impact All Medical, Dental, Vision, Life, LTD Benefit Changes	16,180	5,722	21,902	5,919	6,959	34,780
	Industrial Insurance decrease	(206)	(335)	(541)	(102)	(228)	(871)
	Washington State Retirement Increase (PERS)	3,825	2,923	6,748	537	1,344	8,629
	Net All Labor Model Position & Step Changes	54,304	4,908	59,212	2,666	8,565	70,443
	Replacement of Maintenance Tech with a ROW Inspector for 9 months	(7,198)	(1,200)	(8,398)	(1,800)	(1,800)	(11,998)
CUTS							
	SubTotal Increase	80,543	22,300	102,843	9,747	20,206	132,796
	Fully Funded Budget	814,467	510,480	1,324,947	133,497	277,242	1,735,686
				0			0
	Sub Total Decreases	0	0	0	0	0	0
	Total Salary and Benefits 2018	814,467	510,480	1,324,947	133,497	277,242	1,735,686
	2018 Total FTE Funded	7.15	4.75	11.90	1.22	2.32	15.43
	These totals pull from worksheet B by type of Funding	814,467	510,480	1,324,947	133,497	277,243	1,735,687
	Total Labor Model Increase (Decrease) over Prior Year						\$132,796.93
	Line 24 Above	0	0	0	0	0	-1