CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA
Tues., July 9, 2019 – 7:00 pm. ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. **CALL TO ORDER**
   Pledge of Allegiance, Roll Call, Additions/Deletions

2. **AUDIENCE COMMENT**

3. **MAYOR'S REPORT**

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 June 25, 2019,
   B. Study Session Meeting Minutes of July 2, 2019,
   C. Review of Commission, Committee and Board meeting minutes of June 2019.
   D. **AB19-022,** a motion approving July 2019 Budgeted Expenditures as follows: Deferred Compensations Program; Payroll Direct Deposit; Dept. of Retirement Systems; AWC Employee Benefit Trust; and IRS 941 ACHs in the amount of $132,245.49; and Vendor Check Numbers 23878 through 23899 with EFT and Direct Pay Payments in the amount of $101,804.41. Total distributions submitted for review & authorization in the amount of $234,049.90.
   E. **AB19-0465**, a motion to adopt Resolution No. 19-0465 authorizing the Mayor to execute an agreement with Security Gate and Access, LLC (SGA) to construct an automated cantilever security gate at 10215 24th St E.

5. **COUNCIL BUSINESS**
   A. **AB19-023**, a motion to reappoint Scott Kilmer, Andrew Wiesenfeld, and Lora Butterfield to the Economic Development Advisory Board whose terms ended June 30, 2019.
   B. **AB19-024,** a motion to authorize the Mayor to cause the 2018 Year End Annual Financial Report to be posted to the City Web site and otherwise be made available to the public as an unaudited representation of the City's overall financial position.
   C. **AB19-0551,** a motion to amend the budget Exhibit A Salary Schedule for the 2019 Fiscal Year.
   D. **AB19-0552**, a motion to adopt a new sign code, identifying exemptions, prohibited signs, definitions, requiring sign permits for certain signs, establishing a procedure for processing of sign permits, sign variances and exceptions, identifying the sign types, establishing regulations which limit the sign types to certain zones, limiting the height, setbacks, area and other dimensional standards for signs, requiring maintenance of signs, describing nonconforming signs and providing for enforcement, repealing section 18.90.160 and adding a new chapter 18.97 to the Edgewood Municipal Code (EMC)
   E. **AB19-0553**, a motion to amend Ordinance No. 19-0547 relating to land use and zoning, amending the emergency interim zoning ordinance no. 19-0547, adopted on April 9, 2019, on the acceptance of applications for new residential/multi-family development in the town

center (TC), commercial (C), mixed use residential (MUR) and business park (BP) zones, to be in effect for a period of six months, such amendment for the purpose of narrowing the Interim Zoning Ordinance's effect to eliminate all of the property in the TC, C, and BP zones, as well as all of the properties in the MUR zone on the west side of Meridian Avenue, (keeping only the "affected properties" in the MUR zone on the east side of Meridian Avenue, as shown in the attached map as exhibit a), all as allowed by RCW 35a.63.220 and RCW 36.70a.390,

6. COUNCIL COMMENTS

7. ADJOURN

CITY OF EDGEWOOD
REGULAR COUNCIL MEETING SUMMARY
June 25, 2019 – 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 Wise led the attendees in the Pledge of Allegiance.

ROLL CALL

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, Interim City Attorney, Ann Marie J. Soto.
Present: Mayor Daryl Eidinger (Not voting), Deputy Mayor Tyron Christopherson, Councilmember John C. West, Councilmember Ryan Day, Councilmember Colleen Wise, Councilmember Roseanne Tomyn, Councilmember Nate Lowry.
Excused: Councilmember Mark Creley.

Additions/Deletions to the Agenda
Mayor Eidinger added to item 6B
Motion: Adding Shawn Carter to the Economic Development Advisory Board.
Action: Approve, **Moved by** Councilmember Ryan Day, **Seconded by** Councilmember Colleen Wise.

Councilmember Creley entered the meeting at 7:02pm

2. PUBLIC HEARING

AB19-022 - Proposed Ordinance relating to Land Use and Zoning - repealing all existing development regulations relating to signs, adopting a new Sign Code, identifying exemptions, prohibited signs, definitions, requiring sign permits for certain signs, establishing a procedure for processing of sign permits, sign variances and exceptions, identifying the sign types, establishing regulations which limit the sign types to certain zones, limiting the height, setbacks, area and other dimensional standards for signs, requiring maintenance of signs, describing nonconforming signs and providing for enforcement, repealing Section 18.90.160 and adding a new Chapter 18.97 to the Edgewood Municipal Code.
Mayor Eidinger read the rules for the hearing.
Mayor Eidinger opened the public hearing at 7:03pm.
Community Development Director Darren Groth gave an update on the proposed Ordinance.
Mayor Eidinger asked for public comments, there were none.
Mayor Eidinger closed the public hearing at 7:06pm

3. AUDIENCE COMMENT

Bill Latham – Discussed safety concerns on Sumner Heights Dr. between Monte Vista Dr. & 56th St. E.

Cameron Beyer – Expressed his concerns for safety on Sumner Heights Dr.

Bill Hilton- Discussed his various traffic concerns. Thanked staff and council for hosting the Open House Town Hall meeting on June 20.

4. MAYOR'S REPORT

Mayor Eidinger spoke about the following:

- Thanked council and staff for the success of the Town Meeting regarding growth. He noted it was a great turnout and a great team effort and he felt that most of the citizens left with a better understanding of all the ingredients that are mixed together to get the city to our required population. He noted everyone was great in his or her participation with the public. Several issues came up and staff will be working on a list of those to bring forward to council.
- He noted road construction along 24th St, between Meridian and Edgemont, begins Tuesday. This is to install a sewer line between the Edgemont Junior High and the Meridian sewer main. This project will use the boring method, and during this time, the street will have one-way local access only, and could be in place until September 1. The detour route is on 16th and 112th. All residents will be able to access their homes.
- He gave thanks to the Old Coots on Scoots who helped place the large flag on the barn. It was up for Flag Day and will remain until after the 4th of July.
- He noted that staff have completed annual reviews; staff interviewed for the sewer plan update; and upon the recommendation of Councilmember West, staff met with Zones IT regarding our IT work.
- Attorney Ann Marie Soto will be introduced and recommended for appointment as Interim City Attorney.
- Reminder that the Edgewood Picnic is only a few weeks away and the Mayor will be looking for some council members to volunteer in the city's booth to meet with citizens – he noted he will have a sign up next week for different time slots.

Public Works Director Metzler briefed on the following:

- Gave an update on the construction on 24th
- Public Works Superintendent Rick Pederson is planning to begin vegetation maintenance on Meridian the weekend of July 13. Then the weekend of August 3 focus on the Jovita canyon

Chief Lundborg briefed on the following:

- Fireworks sales begin on June 28 at noon so be prepared.
- New Sergeant arrives July 15.
- Deputies have completed their annual in-service training weeks.
- Hazard mitigation process underway.
- Reviewed crime analysis trends.
- City's Emergency Operating Procures Plan, with the Crime Free Multi-Housing Program, and the Neighborhood Watch. Asked HOAs via social media to invite us to their meetings.
- Coffee with a Cop will be Saturday 8-10am at Starbucks.
- National Night Out - August 6th.
- Thanked citizen Margaret, for dropping off a lot of goodies for the deputies at least once a month

5. 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, 2019,

B. Study Session Meeting Minutes of June 18, 2019,

C. AB19-023, a motion approving June 2019 Budgeted Expenditures as follows: Deferred Compensations Program; Payroll Direct Deposit; Dept. of Retirement Systems; and IRS 941 ACHs in the amount of $102,936.15; and Vendor Check Numbers 23859 through 23877 with EFT and Direct Pay Payments in the amount of $319,376.62. Total distributions submitted for review & authorization in the amount of $422,312.77.

D. AB19-0463, a motion to adopt Resolution No. 19-0463, authorizing the Mayor to execute a Professional Services Agreement with FCS Group.

Motion: As Read, Action: Approve, Moved by Councilmember Mark Creley, Seconded by Councilmember Colleen Wise. Motion passed unanimously (7-0).

6. COUNCIL BUSINESS

A. AB19-0464, a motion to adopt Resolution No. 19-0464, confirming the Mayoral appointment of Ann Marie J. Soto of Kenyon Disend, PLLC as Interim City Attorney.

Asst. City Administrator Dave Gray briefed on the agenda item.

Motion: As Read, Action: Approve, Moved by Councilmember John C. West, Seconded by Deputy Mayor Tyron Christopherson. Motion passed (6-1, Day).

B. AB19-024, a motion confirming the Mayoral appointment of Niomi Zinn, Position 3; Sarah Wagner , Position 4; Jason Ramirez, Position 5; reappointing Allison Pincas, Positon 6; and Karla Slate, Position 7 to the Edgewood Planning Commission..

And adding Shawn Carter to the Economic Development Advisory Board.

Motion: with addition to adding Shawn Carter to the Economic Development Advisory Board, Action: Approve, Moved by Councilmember Ryan Day, Seconded by Councilmember Colleen Wise. Motion passed unanimously (7-0).

C. AB19-025, continued discussion of Interim Zoning Ordinance

Community Development Director Darren Groth briefed on concerns raised and questions asked at the Open House Town Hall Meeting. Further discussion ensued between Council and staff.

7. COUNCIL COMMENTS

Councilmember Day asked for an update on the hiring of an IT Manager position.

Councilmember Lowry asked about the work on 24th.

Councilmember Wise inquired as to when residents were noticed about the construction.

Councilmember Tomyn asked about the flashing speed of school zone signs.

Councilmember West discussed topics in his Edgewood Magazine article.

Councilmember Creley asked for city policy manual to be uploaded to their iPads.

8. EXECUTIVE SESSION

There was no executive session.

9.ADJOURN

Mayor Eidinger adjourned the meeting at 7:56pm.

Jill S. Herrera, Deputy City Clerk/
Communications Coordinator

Daryl Eidinger, Mayor

CITY OF EDGEWOOD
COUNCIL STUDY SESSION SUMMARY
July 2, 2019 – 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 (Not voting), Deputy Mayor Tyron Christopherson, Councilmember John C. West, Councilmember Mark Creley, Councilmember Ryan Day, Councilmember Colleen Wise, Councilmember Nate Lowry. **Excused:** Councilmember Roseanne Tomyn.
Staff Present: Assistant City Administrator Dave Gray, City Clerk Rachel Pitzel, Community Development Director Darren Groth, Jeremy Metzler Public Works Director, Police Chief Micah Lundborg, Jill S. Herrera, Deputy City Clerk/Communications Coordinator, Jennifer Bartelson, Office Manager, Stephanie Goff, Accounting Manager, Kristin Moerler, Senior Planner, Silas Read, Associate Planner, Evan Hietpas, Planning Technician, John Fairbanks, Code Compliance Specialist, Taylor Garvin, Engineering Tech, Chuck Hendrickson, Senior Engineer, Brittany Murray, Administrative Assistant, Jamie Curbow (Tentative), Permit Coordinator, Dean Mundy, Building Official, Gene Mehr, Building Inspector, Sandi Phillips, Police Department Office Assistant.

2. COUNCIL BUSINESS

A. *Discussion* – All Staff Meet and Greet

Mayor Eidinger welcomed staff members present in the audience, and then asked each one to introduce themselves and give a rundown of what they do at the city.

B. *Presentation* – 9-11 Memorial- Jack Chandler

Jack Chandler distributed a handout showing the final layout for the 9-11 Memorial, and shared a video with Council and staff.

C. *Discussion* – Development Review

Senior Planner Kristin Moerler discussed the May and June development numbers.

D. *Discussion* – 2018 Year End Financial Report

Assistant City Administrator Dave Gray and Account Manager Stephanie Goff discussed the fund balance activity, and how the City has exceeded its Strategic Budget Goals for the year 2018.

E. *Discussion* – Salary Commission Appointments

Assistant City Administrator Dave Gray briefed Council on this agenda item.
Staff to verify if commissioners need to be residents of Edgewood to be appointed, and brief Council with those findings at the next meeting.

F. *Discussion* – Economic Development Advisory Board Appointments
Community Development Director Darren Groth requested positions 1-3 be reappointed.
Council action: Council recommended the reappointment of positions 1-3 for terms ending June 30, 2021.

G. *Review/Discussion* – Sign Code Ordinance
Community Development Director Darren Groth briefed Council on this agenda item. Discussion followed between staff and the Council.
Council action: Council recommended staff bring this forward at the next Regular Council Meeting.

H. *Review/Discussion* – Budget Amendment Ordinance – City Attorney
Assistant City Attorney Dave Gray explained an individual cannot be hired unless their position is part of an employment agreement or on the salary schedule. Discussion ensued between staff and Council. The budget amendment for the City Attorney will be brought forward at an upcoming meeting.

I. *Discussion* – IT Position
Mayor stated no decision has been made to hire for this position.

J. *Discussion* – Interim Zoning Ordinance
Community Development Director Darren Groth asked what he could provide to Council for them to take a step forward on this topic. Discussion followed between staff and the Council.
Council action: Council recommended staff bring this forward at the next Regular Council Meeting.

Motion: Motion to extend Study Session past 9pm., **Action:** Approve, **Moved by** Councilmember Ryan Day, **Seconded by** Deputy Mayor Tyron Christopherson. **Motion passed unanimously (6-0).**

Walk on item – Public Works Director Jeremy Metzler asked to add a Public Works yard automated security gate to the July 9 Regular Council Meeting Consent Agenda.
Council action: Council recommended staff bring this forward on the Consent Agenda at July 9 Regular Council Meeting.

3. OTHER COUNCIL ISSUES

4. ADJOURN

Mayor Eidinger adjourned the meeting at 9:30pm.

Jill S. Herrera, Deputy City Clerk/
Communications Coordinator

Daryl Eidinger, Mayor

CITY OF EDGEWOOD
EDAB MEETING MINUTES
Monday, June 3, 2019, 5:30 p.m. • Edgewood City Hall: 2224 104th Ave. East

1. **CALL TO ORDER:** Chair Butterfield called the meeting to order at 5:37 p.m.

   A. **Members Present:** Kilmer; Butterfield; Southard; Neil

   B. **Commissioners Absent:** Wiesenfeld; Larson

   C. **Staff Member(s) Present:** Darren Groth, Community Development Director
   Dave Gray, Assistant City Administrator/Finance Director

   D. **Others Present:** Mayor Eidinger
   Council Member Tomyn

2. **CONSENT AGENDA**
   A. **Agenda Approval or Modifications**
   B. **Approval of Meeting Minutes for May 6, 2019**
      i. Southard moved to approve, Neil seconded.
      ii. Board voted 4-0 to approve, as presented.

3. **CITIZEN COMMENT PERIOD:** None

4. **NEW BUSINESS**
   A. **Action Item(s)**
      i. None
   B. **Discussion Item(s)**
      i. City Marketing
         a. Groth opened discussion regarding RECon
         b. Gray added his perspective as well
         c. Discussion ensued
      ii. Incentives
         a. Groth introduced item and explained the research items he provided in the staff report
         b. Discussion ensued

5. **STAFF COMMENTS:** Groth asked if the members in Positions 1-3 are seeking reappointment.

6. **BOARD MEMBER UPDATES:** Butterfield asked when and how the vacant position will be filled.

7. **ADJOURN:** Chair Butterfield adjourned the meeting at 7:11 p.m.

These meetings are accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253)952-3299, 24 hours in advance.

CITY OF EDGEWOOD
PLANNING COMMISSION MEETING MINUTES
Monday, June 10, 2019 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. East

1. **CALL TO ORDER:** Vice-Chair Overfield called meeting to order at 6:04 p.m.

   A. **Commissioners Present:** Guillory; Overfield; Streepy; Brudevold; Pincas (arrived at 6:05); Morrison

   B. **Commissioners Absent:** None (Position 3 vacant)

   C. **Staff Member(s) Present:** Darren Groth, Community Development Director

   D. **Others Present:** Mayor Eidinger

2. **CONSENT AGENDA:** Streepy moved to APPROVE as presented, Guillory seconded Commission voted 6-0 to approve the Consent Agenda

3. **CITIZEN COMMENTS:** None

4. **PUBLIC HEARINGS:**
   A. **Sign Code**
      i. Vice-Chair Overfield opened the public hearing at 6:05 p.m.
      ii. Groth presented a summary of the prior discussions and changes made to the draft code
      iii. No public comments were submitted
      iv. Vice-Chair Overfield closed the public hearing at 6:09 p.m.

5. **NEW BUSINESS**
   A. **Action Items:**
      i. Sign Code Recommendation
         a. Pincas moved to APPROVE as presented, Brudevold seconded
         b. Commission voted 6-0 to recommend approval
   B. **Discussion Item(s)**
      i. Summary of Uses Table
         a. Groth opened the discussion and asked for direction
         b. Commissioners agreed to move forwarded with the proposed changes
      ii. 2019 Work Plan
         a. Groth opened the conversation
         b. Discussion ensued

6. **STAFF COMMENTS**
   A. Groth briefed the commission on APA memberships and gave a staffing update.

7. **COMMISSIONER UPDATES**
   A. Questions arose regarding development on 112th, the nuisance code, and economic development.

8. **ADJOURN:** Vice-Chair Overfield adjourned the meeting at 6:40 p.m.

DRAFT

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City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: Claims and Payroll for July 2019		**Agenda Bill No.:**	**AB19-022**
		For Agenda of:	**July 9, 2019**
		Prepared by:	**Stephanie Goff**
ATTACHMENTS (list): ☒ **Claims Register** ☒ **Voucher Directory**			
Approval of Materials:			
Mayor, Daryl Eidinger	☐	**Expenditure Required:**	$234,049.90
Asst. City Administrator, Dave Gray	☒	**Amount Budgeted:**	$0
City Attorney	☐	**Appropriation Required:**	$0
City Clerk, Rachel Pitzel	☐	**Timeline:**	
Community Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☐		
Police Chief, Micah Lundborg	☐		

Fiscal Note/Consideration: N/A

SUMMARY STATEMENT:
Approving July 2019 Budgeted Expenditures as follows: Deferred Compensations Program; Payroll Direct Deposit; Dept. of Retirement Systems; AWC Employee Benefit Trust; and IRS 941 ACHs in the amount of $132,245.49; and Vendor Check Numbers 23878 through 23899 with EFT and Direct Pay Payments in the amount of $101,804.41. Total distributions submitted for review & authorization in the amount of $234,049.90.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A

RECOMMENDED ACTION: **MOTION** to adopt the Claims and Payroll Expenditures as presented under the Consent Agenda.

ALTERNATIVES TO RECOMMENDED ACTION:
1) Do not adopt
2) Forward to future study session for further discussion.

Number	Name	Print Date	Amount
US Bank	**PAYROLL ACCOUNT DISTRIBUTION**		
10608	**Last Number Issued Previous Authorization**		
AWC EFT 6/28/19	AWC Employee Benefit Trust	6/28/2019	$37,500.52
DCP EFT 6/28/19	Deferred Compensation Program	6/28/2019	$11,071.03
Direct Deposit Run - [illegible]	Payroll Vendor	6/28/2019	$59,935.06
DRS EFT 6/28/19	Dept of Retirement Systems	6/28/2019	$14,851.74
IRS 941 EFT 6/28/19	IRS 941	6/28/2019	$8,887.14
		Total	**$132,245.49**

Number	Name	Print Date	Amount
	CLAIM VOUCHER ACCOUNT DISTRIBUTION		
23877	**Last Number Issued Previous Authorization**		
23878	A & R Services dba Angela Rojo	7/9/2019	$835.00
23879	All Phase Interiors LLC	7/9/2019	$1,205.33
23880	Bob's Property Solutions, Inc.	7/9/2019	$2,897.24
23881	Buxton Company	7/9/2019	$50,000.00
23882	Century Link	7/9/2019	$247.35
23883	Cintas Corporation	7/9/2019	$582.80
23884	City of Sumner	7/9/2019	$741.00
23885	Code Publishing Inc.	7/9/2019	$309.50
23886	Daryl Eidinger	7/9/2019	$104.70
23887	Drain-Pro	7/9/2019	$2,319.99
23888	East Pierce Fire & Rescue	7/9/2019	$2,263.79
23889	Kay Park-Rec Corp	7/9/2019	$523.00
23890	Kyocera Document Solutions NW	7/9/2019	$1,022.58
23891	Pitney Bowes	7/9/2019	$500.00
23892	Red Wing Shoe Store	7/9/2019	$140.24
23893	Erick Frost	7/9/2019	$150.00
23894	Rick Pederson	7/9/2019	$270.28
23895	Transpo Group	7/9/2019	$17,091.00
23896	WA State Treasurer	7/9/2019	$530.50
23897	Washington Tractor	7/9/2019	$371.56
23898	Whistle Workwear	7/9/2019	$143.38
23899	Xtreme Graphics	7/9/2019	$118.04
Direct Pay Payment [illegible]	Amazon Capital Services	7/9/2019	$121.98
Direct Pay Payment	Public Finance Inc.	7/9/2019	$1,377.41
Direct Pay Payment	Summit Law Group	7/9/2019	$1,618.50
EFT Payment 7/2/2019	McLendon Hardware-Blue Tarp Credit Services	7/9/2019	$254.85
EFT Payment 7/2/2019	O'Reilly Auto Parts	7/9/2019	$85.30
EFT Payment 7/2/2019	Puget Sound Energy	7/9/2019	$5,610.93
EFT Payment 7/2/2019	Wells Fargo Vendor Fin Serv	7/9/2019	$368.17
GovDeals Wire Transfer	GovDeals Inc.	7/1/2019	$9,999.99
Total Claims Voucher Distribution			**$101,804.41**
Total Distribution Submitted for Review & Authorization			$234,049.90
Authorization Adjustments:			
Total Distribution Net of Prior Authorized Adjustments			**$234,049.90**

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, Daryl Eidinger _____Council Member

Voucher Directory

Fiscal: : 2019 - July
Council Date: : 2019 - July - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
A & R Services dba Angela Rojo					
	23878		**2019 - July - 1st Council Meeting**		
		476			
			July Services		
			001-018-000-518-30-41-01	Professional Services	$835.00
				Monthly Janitorial Svs. for July	
		Total 476			**$835.00**
	Total 23878				**$835.00**
Total A & R Services dba Angela Rojo					**$835.00**
All Phase Interiors LLC					
	23879		**2019 - July - 1st Council Meeting**		
		070119-API			
			Retainage Release		
			642-000-000-589-20-00-02	Retainage-Contractor	$1,205.33
				CH Kitchenette-Retainage Release	
		Total 070119-API			**$1,205.33**
	Total 23879				**$1,205.33**
Total All Phase Interiors LLC					**$1,205.33**
Amazon Capital Services					
	Direct Pay Payment 7/2/2019 10:43:03 AM - 1		**2019 - July - 1st Council Meeting**		
		1746-94RF-GFY6			
			June Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	$49.28
				File Folders, Accordian File Folders	
		Total 1746-94RF-GFY6			**$49.28**
		1K6G-G693-QN93			
			June Purchases		
			001-021-000-521-20-31-01	Office & Operational Supplies	$72.70
				Picnic Promos-Glitter Toy Rings	
		Total 1K6G-G693-QN93			**$72.70**
	Total Direct Pay Payment 7/2/2019 10:43:03 AM - 1				**$121.98**
Total Amazon Capital Services					**$121.98**

Vendor	Number	Reference	Account Number	Description	Amount
Bob's Property Solutions, Inc.					
	23880		**2019 - July - 1st Council Meeting**		
		062419-BOB			
			June Services-32nd Ave Tree Removal		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	$2,897.24
			32nd Ave Tree Removal		
		Total 062419-BOB			**$2,897.24**
	Total 23880				**$2,897.24**
Total Bob's Property Solutions, Inc.					**$2,897.24**
Buxton Company					
	23881		**2019 - July - 1st Council Meeting**		
		048426			
			July2019-June2020		
			001-058-000-558-60-41-21	Professional Serv-Local Store Mkt Plan	$50,000.00
			7/2019-6/2020		
		Total 048426			**$50,000.00**
	Total 23881				**$50,000.00**
Total Buxton Company					**$50,000.00**
Century Link					
	23882		**2019 - July - 1st Council Meeting**		
		253-927-2018 680B 6/25-7/25/19			
			6/25-7/25/19 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	$123.68
			Elevator and Fire Alarm Line		
		Total 253-927-2018 680B 6/25-7/25/19			**$123.68**
		253-952-3537 889B 6/22-7/22/19			
			6/22-7/22/19 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	$123.67
			Fax Line		
		Total 253-952-3537 889B 6/22-7/22/19			**$123.67**
	Total 23882				**$247.35**
Total Century Link					**$247.35**
Cintas Corporation					
	23883		**2019 - July - 1st Council Meeting**		
		4023379537			
			6/6/19 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	$144.01
			Uniforms		
		Total 4023379537			**$144.01**
		4023784277			
			6/13/19 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	$144.01

Vendor	Number	Reference	Account Number	Description	Amount
			Uniforms		
		Total 4023784277			**$144.01**
		4024268865			
			6/20/19 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	$144.01
			Uniforms		
		Total 4024268865			**$144.01**
		4024771355			
			6/27/19 Weekly Service		
			001-018-000-518-30-41-01	Professional Services	$150.77
			Uniforms		
		Total 4024771355			**$150.77**
	Total 23883				**$582.80**
Total Cintas Corporation					**$582.80**
City of Sumner					
	23884		**2019 - July - 1st Council Meeting**		
		063019-COS			
			2nd Qtr Animal License Fees Collected		
			650-000-000-589-10-00-05	Animal Licenses	$741.00
			Q2-2019 Animal License Fees Collected		
		Total 063019-COS			**$741.00**
	Total 23884				**$741.00**
Total City of Sumner					**$741.00**
Code Publishing Inc.					
	23885		**2019 - July - 1st Council Meeting**		
		63903			
			June Services		
			001-019-000-518-90-41-01	Gen'l Gov't-Professional Services	$309.50
			EMC Updates		
		Total 63903			**$309.50**
	Total 23885				**$309.50**
Total Code Publishing Inc.					**$309.50**
Daryl Eidinger					
	23886		**2019 - July - 1st Council Meeting**		
		062419-DE			
			June Expense Reimbursement		
			001-013-000-513-10-43-01	Travel/Training Costs	$32.96
			Cab Fare-Las Vegas-ReCon Conference		
			001-013-000-513-10-43-04	Meals Expense	$35.74
			FME Mayors Luncheon		
			001-018-000-518-20-43-01	Travel/Training Costs	$36.00

Vendor	Number	Reference	Account Number	Description	Amount
				Bridge Toll & Trip Permit	
		Total 062419-DE			**$104.70**
	Total 23886				**$104.70**
Total Daryl Eidinger					**$104.70**
Drain-Pro					
	23887			**2019 - July - 1st Council Meeting**	
		80947			
			June Services		
			410-000-000-594-31-64-64	Infrastructure Spot Improvement	$2,319.99
				Septic Tank Pumping & Drainfield locate-56th St E Drainage Project	
		Total 80947			**$2,319.99**
	Total 23887				**$2,319.99**
Total Drain-Pro					**$2,319.99**
East Pierce Fire & Rescue					
	23888			**2019 - July - 1st Council Meeting**	
		063019-EPFR			
			Q2-2019 Fire Plan Review Fees		
			650-000-000-589-10-00-06	Fire Plan Review	$2,263.79
				Q2-2019 Fire Plan Review Fees	
		Total 063019-EPFR			**$2,263.79**
	Total 23888				**$2,263.79**
Total East Pierce Fire & Rescue					**$2,263.79**
GovDeals Inc.					
	GovDeals Wire Transfer			**2019 - July - 1st Council Meeting**	
		814171			
			2012 Ford F-350		
			501-000-000-594-18-65-03	City Equipment	$9,999.99
				2012 Ford F-350 Lariat	
		Total 814171			**$9,999.99**
	Total GovDeals Wire Transfer				**$9,999.99**
Total GovDeals Inc.					**$9,999.99**

Vendor	Number	Reference	Account Number	Description	Amount
Kay Park-Rec Corp					
	23889		**2019 - July - 1st Council Meeting**		
		186065			
			June Purchases		
			001-076-000-576-80-35-05	Park Equipment	$523.00
			2 BBQ's-Edgemont Park		
		Total 186065			**$523.00**
	Total 23889				**$523.00**
Total Kay Park-Rec Corp					**$523.00**
Kyocera Document Solutions NW					
	23890		**2019 - July - 1st Council Meeting**		
		55T1058670			
			3/19/19-6/18/19 Charges		
			001-018-000-518-30-45-06	Copier Lease	$1,022.58
			Kyocera Copiers		
		Total 55T1058670			**$1,022.58**
	Total 23890				**$1,022.58**
Total Kyocera Document Solutions NW					**$1,022.58**
McLendon Hardware-Blue Tarp Credit Services					
	EFT Payment 7/2/2019 10:36:18 AM - 1		**2019 - July - 1st Council Meeting**		
		F15439/3			
			May Purchases		
			001-076-000-576-80-31-01	Operational Supplies	$28.92
			Misc supplies-Park Sign		
		Total F15439/3			**$28.92**
		F28865/3			
			June Purchases		
			001-076-000-576-80-31-01	Operational Supplies	$63.36
			Leaf Rake, Spring Rake, Disposable Gloves		
		Total F28865/3			**$63.36**
		F29813/3			
			June Purchases		
			001-076-000-576-80-31-01	Operational Supplies	$45.88
			Landscape Foam, Flex Sealant		
		Total F29813/3			**$45.88**
		F31564/3			
			June Credit/Return		
			001-076-000-576-80-31-01	Operational Supplies	($38.24)
			Flex Sealant Return		
		Total F31564/3			**($38.24)**
		F31593/3			
			June Purchases		
			001-018-000-518-30-35-01	Small Tools/Minor Equip.	$109.29

Vendor	Number	Reference	Account Number	Description	Amount
				Stihl Apron Chaps	
		Total F31593/3			**$109.29**
		F36955/3			
			June Purchases		
			001-058-000-558-50-31-01	Office & Operational Supplies	$45.64
				Tape Measure, Staple Gun, Staples, Duct Tape	
		Total F36955/3			**$45.64**
	Total EFT Payment 7/2/2019 10:36:18 AM - 1				**$254.85**
Total McLendon Hardware-Blue Tarp Credit Services					**$254.85**
O'Reilly Auto Parts					
	EFT Payment 7/2/2019 10:36:18 AM - 2		**2019 - July - 1st Council Meeting**		
		3725254788			
			June Purchases		
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles	$23.86
				Fuse, Wires, Terminal Kit	
		Total 3725254788			**$23.86**
		3725255375			
			June Purchases		
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles	$28.11
				Wiper Blades	
		Total 3725255375			**$28.11**
		3725255680			
			June Purchases		
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles	$15.04
				Mini Bulb, Socket	
		Total 3725255680			**$15.04**
		3725256674			
			June Purchases		
			101-000-000-542-64-31-10	Traffic Control Devices-School Zone Flashers	$18.29
		Total 3725256674			**$18.29**
	Total EFT Payment 7/2/2019 10:36:18 AM - 2				**$85.30**
Total O'Reilly Auto Parts					**$85.30**
Pitney Bowes					
	23891		**2019 - July - 1st Council Meeting**		
		070119-PB			
			Refill Postage Meter		
			001-018-000-518-30-42-03	Postage	$500.00
				City Postage	
		Total 070119-PB			**$500.00**
	Total 23891				**$500.00**
Total Pitney Bowes					**$500.00**

Vendor	Number	Reference	Account Number	Description	Amount
Public Finance Inc.					
	Direct Pay Payment 7/2/2019 10:43:03 AM - 2		**2019 - July - 1st Council Meeting**		
		0002168			
			3rd Qtr 2019 LID Services		
			411-000-000-535-10-41-01	Professional Services	$1,377.41
			Q3-2019 LID Services		
		Total 0002168			**$1,377.41**
	Total Direct Pay Payment 7/2/2019 10:43:03 AM - 2				**$1,377.41**
Total Public Finance Inc.					**$1,377.41**
Puget Sound Energy					
	EFT Payment 7/2/2019 10:36:18 AM - 3		**2019 - July - 1st Council Meeting**		
		90629739			
			Job #105091321/Acct 400002442947		
			340-000-000-595-63-63-01	Improvements-Street Lighting	$338.85
			122nc & 36th-Street Light Standards		
		Total 90629739			**$338.85**
		90630375			
			Job #105092286/Acct 400002438218		
			340-000-000-595-10-41-06	Public Works Facility Acquisition	$5,272.08
			PW Facility-Electric Line Extension		
		Total 90630375			**$5,272.08**
	Total EFT Payment 7/2/2019 10:36:18 AM - 3				**$5,610.93**
Total Puget Sound Energy					**$5,610.93**
Red Wing Shoe Store					
	23892		**2019 - July - 1st Council Meeting**		
		8870000004248			
			June Purchases-Ticket 00887029527		
			001-018-000-518-20-31-01	Office & Operational Supplies	$140.24
			Safety Shoes-R.Pederson		
		Total 8870000004248			**$140.24**
	Total 23892				**$140.24**
Total Red Wing Shoe Store					**$140.24**
Refunds/Reimbursements Vendor					
	23893		**2019 - July - 1st Council Meeting**		
		070219-EF		**Erick Frost**	
			Refund ROW Permit #19-063		
			001-000-000-345-89-00-15	Right of Way Permit	$150.00
			Refund ROW Permit #19-063		
		Total 070219-EF			**$150.00**
	Total 23893				**$150.00**
Total Refunds/Reimbursements Vendor					**$150.00**

Vendor	Number	Reference	Account Number	Description	Amount
Rick Pederson					
	23894		**2019 - July - 1st Council Meeting**		
		063019-RP			
			June Mileage Reimbursement		
			101-000-000-542-90-43-03	Admin/Overhead-Mileage Reimbursement	$135.14
			410-000-000-531-38-43-03	Mileage Reimbursement	$135.14
		Total 063019-RP			**$270.28**
	Total 23894				**$270.28**
Total Rick Pederson					**$270.28**
Summit Law Group					
	Direct Pay Payment 7/2/2019 10:43:03 AM - 3		**2019 - July - 1st Council Meeting**		
		104622			
			May Services		
			001-019-000-515-41-41-01	Legal Services-External	$1,618.50
		Total 104622			**$1,618.50**
	Total Direct Pay Payment 7/2/2019 10:43:03 AM - 3				**$1,618.50**
Total Summit Law Group					**$1,618.50**
Transpo Group					
	23895		**2019 - July - 1st Council Meeting**		
		23342			
			June Svcs-Prj 1.18149.00 Task 03		
			340-000-000-595-64-63-01	Traffic Control Devices-Other Improvements	$3,627.50
			32nd & Meridian-Intersection Control		
		Total 23342			**$3,627.50**
		23343			
			June Svcs-Prj 1.18149.00 Task 04		
			310-000-000-594-76-41-03	Professional Svs.-Property	$267.50
			36th & Meridian Park Access		
		Total 23343			**$267.50**
		23345			
			June Svcvs-Prj 1.18149.00 Task 06		
			001-058-000-558-60-41-03	Prof. Services (Non-reimbursable)	$8,086.00
			Annual Transportation Concurrency Report		
		Total 23345			**$8,086.00**
		23346			
			June Svcvs-Prj 1.18149.00 Task 08		
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	$5,110.00
			Barth Plat Concurrency		
		Total 23346			**$5,110.00**
	Total 23895				**$17,091.00**
Total Transpo Group					**$17,091.00**

Vendor	Number	Reference	Account Number	Description	Amount
WA State Treasurer					
	23896		**2019 - July - 1st Council Meeting**		
		063019-WST			
			2nd Qtr 2019 Building Fees		
			650-000-000-589-10-00-04	State Bldg Code Fee	$530.50
			Q2-2019 Building Fees		
		Total 063019-WST			**$530.50**
	Total 23896				**$530.50**
Total WA State Treasurer					**$530.50**
Washington Tractor					
	23897		**2019 - July - 1st Council Meeting**		
		1864238			
			June Purchases		
			101-000-000-542-90-35-01	Admin/Overhead-Small Tools & Minor Equipment	$98.36
			Stihl03 Apron Chap		
		Total 1864238			**$98.36**
		1866614			
			June Purchases		
			001-076-000-576-80-35-01	Small Tools/Minor Equipment	$273.20
			Hedge Trimmer		
		Total 1866614			**$273.20**
	Total 23897				**$371.56**
Total Washington Tractor					**$371.56**
Wells Fargo Vendor Fin Serv					
	EFT Payment 7/2/2019 10:36:18 AM - 4		**2019 - July - 1st Council Meeting**		
		69750339			
			August Lease		
			001-018-000-518-30-45-06	Copier Lease	$368.17
			Kyocera Copier		
		Total 69750339			**$368.17**
	Total EFT Payment 7/2/2019 10:36:18 AM - 4				**$368.17**
Total Wells Fargo Vendor Fin Serv					**$368.17**
Whistle Workwear					
	23898		**2019 - July - 1st Council Meeting**		
		449193			
			June Purchases-Acct 60000358		
			101-000-000-542-90-31-10	Admin/Overhead-Outdoor Gear	$29.66
			Safety Vests		
		Total 449193			**$29.66**
		450475			
			June Purchases-Acct 60000358		
			001-018-000-518-20-31-01	Office & Operational Supplies	$113.72

Vendor	Number	Reference	Account Number	Description	Amount
				Code Enforcement-Pants, Shirt	
		Total 450475			**$113.72**
	Total 23898				**$143.38**
Total Whistle Workwear					**$143.38**
Xtreme Graphics					
	23899			**2019 - July - 1st Council Meeting**	
		19-1193			
			June Purchases		
			001-021-000-521-20-31-01	Office & Operational Supplies	$118.04
				Coffee with a Cop-Mounted Boards	
		Total 19-1193			**$118.04**
	Total 23899				**$118.04**
Total Xtreme Graphics					**$118.04**
Grand Total		**Vendor Count**	**30**		**$101,804.41**

City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: PW – Automated Security Gate	**Agenda Item #:**	**AB19-0463**
	For Agenda of:	**July 9, 2019**
	Prepared by:	**Jeremy Metzler**

ATTACHMENTS (list): ☒ Resolution 19-0465
☒ Agreement with Security Gate and Access, LLC

Approval of Materials:			
Mayor, Daryl Eidinger	☒	**Expenditure Required:**	$19,700
Asst. City Administrator, Dave Gray	☒	**Amount Budgeted:**	$6,500 remaining
City Attorney	☐	**Appropriation Required:**	$13,200
City Clerk, Rachel Pitzel	☐	**Timeline:** Council Action – July 9, 2019	
Community Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☒		
Police Chief, Micah Lundborg	☐		

Fiscal Note/Consideration:
Funding for this project was considered in the approved 2019 – 2024 CIP and approved 2019 Budget, with a total cost estimated at $15,000. To date, expenditures to provide electrical service to serve the gate are estimated at $8,500. The estimate for the automated gate is about $19,700, including tax.

SUMMARY STATEMENT:
In our effort to improve safety and security at the new public works yard located at 10215 24th Street East, staff has been working to establish independent electrical service to the site and replace the existing entry gate with an automated electric cantilever-style security gate. A new service pole has been installed with the assistance of City of Milton utility crews, and an electrician will be installing a new meter box and service-side equipment very soon. Puget Sound Energy is ready to provide new overhead service to the site, but a new transformer must be installed due to a lack of available existing equipment on their poles.

The Mayor solicited two quotes for an automated electric cantilever-style security gate. To date we have not been able to get automation system details from one of the contractors, so staff proposes executing the attached agreement with Security Gate and Access, LLC (SGA). The attached proposal includes all of the equipment and materials needed to remotely open and close the gate, limiting the chance of blocking traffic in 24th Street East when entering and exiting the yard. Upon execution, we expect the gate to be installed within six (6) weeks.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A

RECOMMENDED ACTION: MOTION to adopt Resolution 19-0465, authorizing the Mayor to execute an agreement with Security Gate and Access, LLC (SGA) to construct an automated cantilever security gate at 10215 - 24th St E.

ALTERNATIVES TO RECOMMENDED ACTION:
1) Forward to Council for review and discussion
2) Take no action

RESOLUTION NO. 19-0465

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH SECURITY GATE AND ACCESS, LLC (SGA) TO CONSTRUCT AN AUTOMATED CANTILEVER SECURITY GATE AT 10215 – 24TH STREET EAST.

WHEREAS, by adopting Resolution 18-0426 on August 28, 2018, the City Council authorized execution of a Purchase and Sale Agreement for the property located at 10215 24th Street East; and

WHEREAS, said property was transferred to the City of Edgewood by Statutory Warranty Deed recorded at the Pierce County Auditor's Office under Fee Number 201809170402 on September 17, 2018; and

WHEREAS, the City of Edgewood Public Works Department has used said property for outdoor storage of equipment and materials; and

WHEREAS, the existing rolling access gate is manually operated, requiring staff to leave vehicle(s) in the public right-of-way when opening and closing the gate, often temporarily blocking vehicular travel lane(s); and

WHEREAS, in order to mitigate the aforementioned safety concern, the Mayor and staff have solicited bids to install a new, automated, wirelessly-operated cantilever-style security gate; and

WHEREAS, following several months of coordination and requests, staff recommends proceeding with the bid from Security Gate and Access, LLC (SGA); and

WHEREAS, the City Council reviewed the proposal at the July 2, 2019 study session;

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 agreement with SGA for the Public Works Yard Security Gate, per the Fate Proposal dated June 7, 2019 attached hereto as Exhibit A, for a contract amount not to exceed $19,700.

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

PASSED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 9TH DAY OF JULY, 2019.

_____
Daryl Eidinger, Mayor

ATTEST:

_____
Rachel Pitzel, City Clerk

EXHIBIT A

Back to Agenda

5402 184th St E, Suite C
Puyallup, WA 98375
Phone: 253-847-9362
www.sgawa.com

CONFIRMED PREVAILING WAGES INCLUDED JM 6/19/19

Gate Proposal for
City of Edgewood
Cantilever Gate and Automation
June 7, 2019

Supply and Install:

1 HySecurity model Slide Smart DC15 AC with battery backup and smart board
1 Gate Edge ASO, 5ft, 2" profile, 10k resistive, AL Chl mount
1 TRA - iGAZEREKIT-UL. Monitored gate edge: Receiver/Transmitter Kit
2 Doreen 6" Guide Roller, UL (3 sided)
1 Linear MDKP - Wireless Keypad (Metal Housing).
1 Linear AP-5 MegaCode 2 channel Super HET Receiver
5 Linear Act 31-B single button transmitter
1 Linear model 106603. Antenna extension kit. 12FT of Coax, & mounting bracket.
1 Gate, Cantilever, Chain Link 6' tall with 3 strands barbed wire galvanized finish
1 HiMotions Track and Roller System for slide gate
2 4" Round posts 7' tall Schedule 40 Galvanized
1 Procure low voltage electrical permit and inspection. Permit fee added when acquired and billed at completion.

.

1 Pour footings for operator bases and Himotions track.

Your investment installed is **$17,869.00** plus tax. This is the cash/check price, credit cards have a 3% convenience fee. This estimate is not the final contract amount and is intended for budget purposed. This estimate provides the customer with a detailed estimated price for requested work and is subject to change if adjustments are needed. The final price will be listed on the agreed upon and signed contract.

**The above pricing does not include any building permits that are required by the county or city in which the property is located. Obtaining building permits is the responsibility of the owner.*

Provided by others:
110 volt power to the gate operator and connection. When excavating for electrical is done, excavate for post and operator footings. SGA will form and pour concrete. Excavation where gate will slide into so that gate is clear of the ground.

AGREEMENT

THIS AGREEMENT is entered into by and between the **CITY OF EDGEWOOD** (hereinafter called the Owner) and **Security Gate and Access, LLC** (hereinafter called the Contractor).

The Owner and the Contractor agree as follows:

ARTICLE 1. WORK.

This project consists of construction of a HySeccurity model Slide Smart DC15 AC with battery backup and smart board Gate pursuant to general specifications identified as Exhibit A attached hereto.

ARTICLE 2. CONTRACT TIME.

The Contractor shall substantially complete the Work required by the Contract within **44** working days (the Substantial Completion Date) and physically complete the Work within **50** working days (the Physical Completion Date).

ARTICLE 3. CONTRACT PRICE.

The Owner shall pay the Contractor the amount(s) set forth in Exhibit A (in United States dollars) for completion of the Work in accordance with the Contract.

ARTICLE 4. CONTRACT.

The Contract, which comprises the entire agreement between the Owner and the Contractor concerning the Work, consists of the following:

- This Agreement;
- The Contractor's Proposal as Exhibit A.

There are no Contract Documents other than those listed in this Article 5. The Contract may be amended only in writing by Change Order as provided in the Contract.

ARTICLE 5. MISCELLANEOUS.

For purpose of defending any work place injury claims by employees of the Contractor and Subcontractors, the Contractor waives any immunity granted under the State Industrial Insurance Law, RCW Title 51. This waiver has been specifically negotiated between the parties and is hereby acknowledged by the Contractor.

_____(Contractor's initials)

The Contractor shall not assign any rights under or interests in the Contract, including but not limited to rights to payment, without the prior written consent of the Owner. Unless specifically stated in a written consent to an assignment, no assignment will release or discharge the Contractor-assignor from any duty or responsibility under the Contract.

The Contract is binding upon the Owner and the Contractor, and their respective partners, successors, assigns and legal representatives.

IN WITNESS WHEREOF, Owner and Contractor have caused this Agreement to be executed the day and year indicated below.

CITY OF EDGEWOOD

By Mayor Daryl Eidinger

Date_____

Security Gate and Access, LLC

License No. _____

By_____

Title President

Attest_____

Name and Address for giving notices:
Security Gate and Access, LLC
5402 184th St E, Suite C
Puyallup, WA 98375
Phone: 253-847-9362
www.sgawa.com

City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: Economic Development Advisory Board (EDAB) Reappointments		**Agenda Bill #:**	**AB19-023**
		For Agenda of:	**July 9, 2019**
		Prepared by:	**Darren Groth**
ATTACHMENTS (list): ☒ EDAB Roster anticipated on 07-10-19			
Review of Materials:			
Mayor, Daryl Eidinger	☐	**Expenditure Required:**	$0
Asst. City Administrator, Dave Gray	☐	**Amount Budgeted:**	$0
City Attorney	☐	**Appropriation Required:**	$0
City Clerk, Rachel Pitzel	☐	**Timeline:** ~~July 02: Study Session Discussion~~	
Community Development Director, Darren Groth	☒	July 09: Appointments	
Public Works, Jeremy Metzler	☐		
Police Chief, Micah Lundborg	☐		

Fiscal Note/Consideration: N/A

SUMMARY STATEMENT:

The newly seated Economic Development Advisory Board (EDAB) has seven members with varying term expiration dates. Positions 1-3 expired on June 30, 2019 and the current members agreed to serve another term. While each member requires Mayoral appointment and City Council confirmation, the EDAB did meet on July 1, 2019 with each member agreeing to stay in their positions. This agenda item is intended to complete the official confirmation process for the members in Positions 1-3.

Once confirmed, Scott Kilmer (Position 1), Andrew Wiesenfeld (Position 2), and Lora Butterfield (Position 3 and the current Chair) will extend their terms to June 30, 2021.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A

RECOMMENDED ACTION:

Reappoint the EDAB members whose terms ended on June 30, 2019.

CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD
CURRENT MEMBERSHIP ROSTER **07/10/2019**

POSITION 1
Scott Kilmer
skilmer@cityofedgewood.org
Term ending June 30, 2021

POSITION 2
Andrew Wiesenfeld
awiesenfeld@cityofedgewood.org
Term ending June 30, 2021

POSITION 3
Lora Butterfield, Chair
lbutterfield@cityofedgewood.org
Term ending June 30, 2021

POSITION 4
Jeff Southard
jsouthard@cityofedgewood.org
Term ending June 30, 2020

POSITION 5
Kim Larson
klarson@cityofedgewood.org
Term ending June 30, 2020

POSITION 6
Shawn Carter
scarter@cityofedgewood.org
Term ending June 30, 2020

POSITION 7
Jason Neil
jneil@cityofedgewood.org
Term ending June 30, 2020

City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: 2018 Year End Financial Report	**Agenda Item #:**	**AB19-024**
	For Agenda of:	**July 9, 2019**
	Prepared by:	**Dave Gray**

ATTACHMENTS (list): ☒ 2018 Annual Financial Report
☒ 2018 REET Year Over Year Comparison
☒ 2018 Sales Tax Year Over Year Comparison

Approval of Materials:			
Mayor, Daryl Eidinger	☐	**Expenditure Required:**	$0
Asst. City Administrator, Dave Gray	☒	**Amount Budgeted:**	$0
City Attorney	☐	**Appropriation Required:**	$0
City Clerk, Rachel Pitzel	☐	**Timeline:**	
Community Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☐		
Chief Micah, Lundborg	☐		

Fiscal Note/Consideration:
The 2018 Annual Report Identifies 2018 as a year the City experienced revenues above those budgeted and expenditures below those budgeted with a net increase to ending fund balances.

SUMMARY STATEMENT:
The City has exceeded its Strategic Budget Goals for the Year 2018.

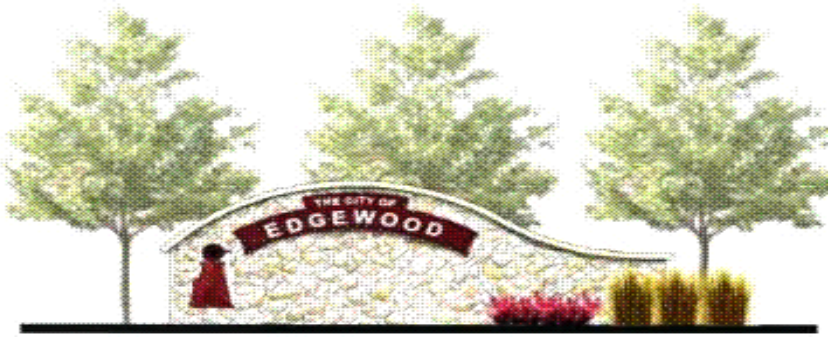
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A

RECOMMENDED ACTION:
MOTION to authorize the Mayor to cause the 2018 Year End Annual Financial Report to be posted to the City Web site and otherwise be made available to the public as an unaudited representation of the City's overall financial position.

ALTERNATIVES TO RECOMMENDED ACTION:
1) Do not adopt
2) Forward to Study Session for further review

Unaudited Financial Statements

City of Edgewood
2018 ANNUAL REPORT



City of Edgewood
2224 104th Avenue East
Edgewood WA 98372
www.cityofedgewood.org

City of Edgewood, Washington
2018 Annual Report
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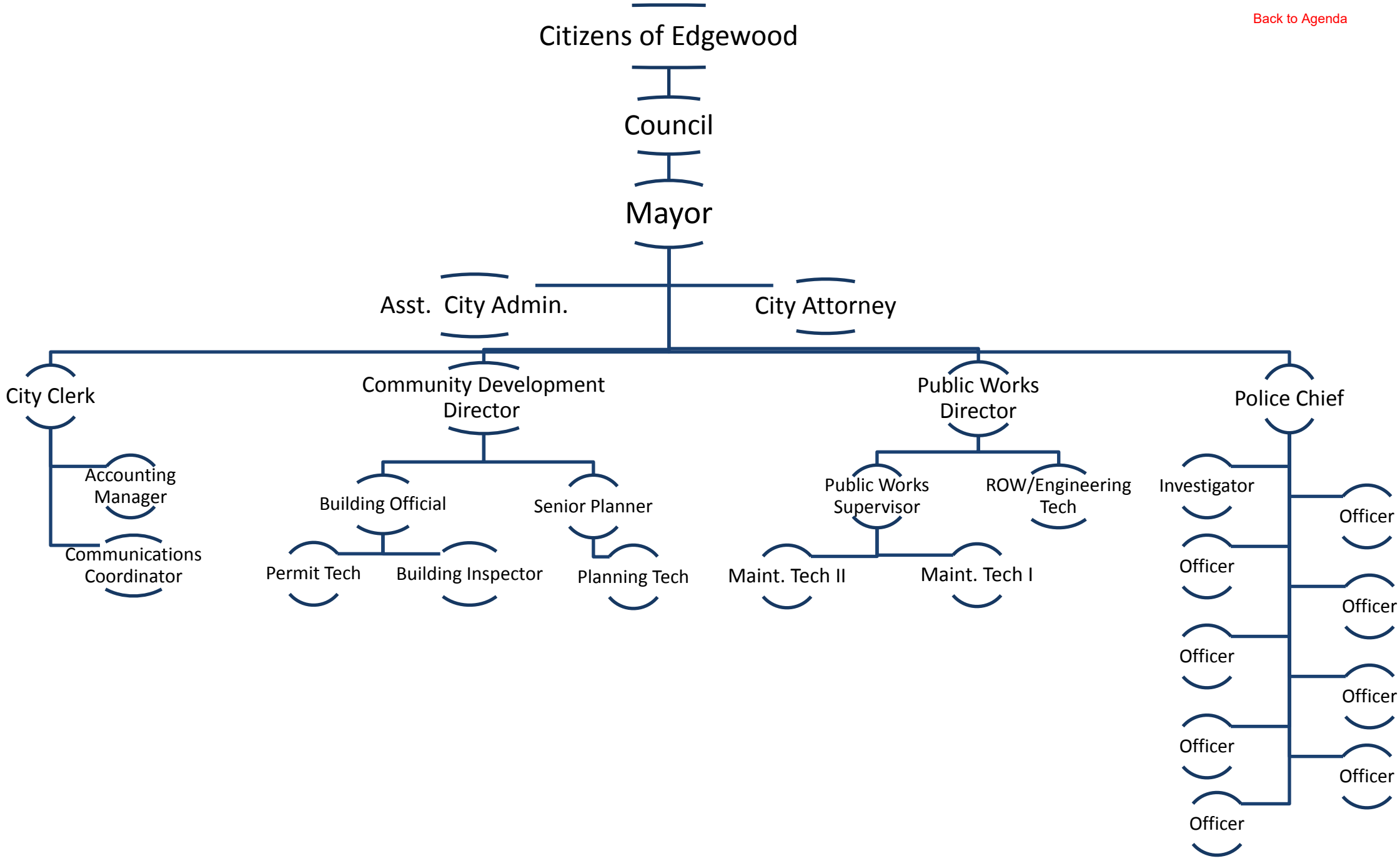

City of Edgewood
Organizational Chart

City of Edgewood, Washington
2018 City Officials

Elected City Councilmembers:

Mayor Daryl Eidinger	December 31, 2019
Deputy Mayor, Tyron Christopherson.	December 31, 2021
Councilmember Ryan Day	December 31, 2019
Councilmember Nate Lowry	December 31, 2019
Councilmember Stephanie Shook	December 31, 2021
Councilmember John West	December 31, 2021
Councilmember Mark Creley	December 31, 2019
Councilmember Rosanne Tomyn	December 31, 2021

Appointed Staff:

Police Chief (Contracted)	Micah Lundborg
City Clerk	Rachel Pitzel
City Attorney (Contracted)	Carol Morris

ANNUAL REPORT CERTIFICATION

City of Edgewood
(Official Name of Government)

1111
MCAG No.

Submitted pursuant to RCW 43.09.230 to the Washington State Auditor's Office

For the Fiscal Year Ended 12/31/2018

GOVERNMENT INFORMATION:

Official Mailing Address	2224 104th Ave E
	Edgewood, WA 98372
Official Website Address	www.cityofedgewood.org
Official E-mail Address	dave@cityofedgewood.org
Official Phone Number	253-952-3299

AUDIT CONTACT or PREPARER INFORMATION and CERTIFICATION:

Audit Contact or Preparer Name and Title	Dave Gray Assistant City Administrator
Contact Phone Number	253-952-3299
Contact E-mail Address	dave@cityofedgewood.org

I certify 30th day of May, 2019, that annual report information is complete, accurate and in conformity with the Budgeting, Accounting and Reporting Systems Manual, to the best of my knowledge and belief, having reviewed this information and taken all appropriate steps in order to provide such certification. I acknowledge and understand our responsibility for the design and implementation of controls to ensure accurate financial reporting, comply with applicable laws and safeguard public resources, including controls to prevent and detect fraud. Finally, I acknowledge and understand our responsibility for immediately submitting corrected annual report information if any errors or an omission in such information is subsequently identified.

Signatures

Dave Gray (dave@cityofedgewood.org)

City of Edgewood
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2018

		Total for All Funds (Memo Only)	001 Current Expense Fund	101 Street Fund	110 Park Impact Fee
Beginning Cash and Investments					
30810	Reserved	5,927,711	1,009,636	246,074	1,329,334
30880	Unreserved	2,597,863	2,597,863	-	-
388 / 588	Prior Period Adjustments, Net	-	-	-	-
Revenues					
310	Taxes	4,795,901	3,646,841	204,569	-
320	Licenses and Permits	1,136,803	1,130,745	6,058	-
330	Intergovernmental Revenues	586,410	293,635	242,774	-
340	Charges for Goods and Services	5,034,365	826,174	829	1,249,616
350	Fines and Penalties	86,442	235	-	-
360	Miscellaneous Revenues	1,858,311	93,458	2,016	10,013
Total Revenues:		13,498,231	5,991,089	456,247	1,259,629
Expenditures					
510	General Government	653,490	653,490	-	-
520	Public Safety	2,126,236	2,126,236	-	-
530	Utilities	1,014,515	-	-	-
540	Transportation	623,685	-	623,685	-
550	Natural and Economic Environment	1,394,653	1,394,653	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	219,258	219,258	-	-
Total Expenditures:		6,031,837	4,393,637	623,685	-
Excess (Deficiency) Revenues over Expenditures:		7,466,394	1,597,451	(167,439)	1,259,629
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	1,401,856	-	250,000	-
385	Special or Extraordinary Items	-	-	-	-
386 / 389	Custodial Activities	-	-	-	-
381, 395, 398	Other Resources	-	-	-	-
Total Other Increases in Fund Resources:		1,401,856	-	250,000	-
Other Decreases in Fund Resources					
594-595	Capital Expenditures	737,824	255,201	-	-
591-593, 599	Debt Service	1,428,323	-	-	-
597	Transfers-Out	1,401,856	309,794	-	-
585	Special or Extraordinary Items	-	-	-	-
586 / 589	Custodial Activities	-	-	-	-
581	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		3,568,003	564,995	-	-
Increase (Decrease) in Cash and Investments:		**5,300,247**	**1,032,456**	**82,561**	**1,259,629**
Ending Cash and Investments					
5081000	Reserved	10,203,005	1,017,140	328,636	2,588,964
5088000	Unreserved	3,622,816	3,622,816	-	-
Total Ending Cash and Investments		**13,825,821**	**4,639,956**	**328,636**	**2,588,964**

The accompanying notes are an integral part of this statement.

City of Edgewood
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2018

Back to Agenda

		111 Traffic Impact Fee	130 Municipal Capital Reserver REET1	132 Municipal Capital Reserver REET	201 Debt Service
Beginning Cash and Investments					
30810	Reserved	1,212,078	204,549	274,647	29,239
30880	Unreserved	-	-	-	-
388 / 588	Prior Period Adjustments, Net	-	-	-	-
Revenues					
310	Taxes	-	472,246	472,245	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	-	-	-
340	Charges for Goods and Services	2,013,636	-	-	-
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	23,287	-	-	-
Total Revenues:		2,036,923	472,246	472,245	-
Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	-
540	Transportation	-	-	-	-
550	Natural and Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
Total Expenditures:		-	-	-	-
Excess (Deficiency) Revenues over Expenditures:		2,036,923	472,246	472,245	-
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	-	-	-	492,000
385	Special or Extraordinary Items	-	-	-	-
386 / 389	Custodial Activities	-	-	-	-
381, 395, 398	Other Resources	-	-	-	-
Total Other Increases in Fund Resources:		-	-	-	492,000
Other Decreases in Fund Resources					
594-595	Capital Expenditures	-	-	-	-
591-593, 599	Debt Service	-	-	-	382,404
597	Transfers-Out	150,000	457,434	472,461	-
585	Special or Extraordinary Items	-	-	-	-
586 / 589	Custodial Activities	-	-	-	-
581	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		150,000	457,434	472,461	382,404
Increase (Decrease) in Cash and Investments:		**1,886,923**	**14,812**	**(216)**	**109,596**
Ending Cash and Investments					
5081000	Reserved	3,099,002	219,361	274,431	138,836
5088000	Unreserved	-	-	-	-
Total Ending Cash and Investments		**3,099,002**	**219,361**	**274,431**	**138,836**

City of Edgewood
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2018

Back to Agenda

		310 Capital Parks Fund	340 Capital Roads Fund	341 Capital Roads - Meridian Ave Ph	350 Capital TIB Fund
Beginning Cash and Investments					
30810	Reserved	109,708	30,945	250,000	1,811
30880	Unreserved	-	-	-	-
388 / 588	Prior Period Adjustments, Net	-	-	-	-
Revenues					
310	Taxes	-	-	-	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	-	-	-
340	Charges for Goods and Services	-	-	-	-
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	-	-	-	-
Total Revenues:		-	-	-	-
Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	-
540	Transportation	-	-	-	-
550	Natural and Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
Total Expenditures:		-	-	-	-
Excess (Deficiency) Revenues over Expenditures:		-	-	-	-
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	-	470,000	-	-
385	Special or Extraordinary Items	-	-	-	-
386 / 389	Custodial Activities	-	-	-	-
381, 395, 398	Other Resources	-	-	-	-
Total Other Increases in Fund Resources:		-	470,000	-	-
Other Decreases in Fund Resources					
594-595	Capital Expenditures	1,484	341,999	-	-
591-593, 599	Debt Service	-	13,648	-	-
597	Transfers-Out	-	-	-	-
585	Special or Extraordinary Items	-	-	-	-
586 / 589	Custodial Activities	-	-	-	-
581	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		1,484	355,648	-	-
Increase (Decrease) in Cash and Investments:		**(1,484)**	**114,352**	**-**	**-**
Ending Cash and Investments					
5081000	Reserved	108,224	145,297	250,000	1,811
5088000	Unreserved	-	-	-	-
Total Ending Cash and Investments		**108,224**	**145,297**	**250,000**	**1,811**

City of Edgewood
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2018

Back to Agenda

		401 Sewer Utility Fund	410 Surface Water Utility Fund	411 Temporary Sewer LID	412 LID Bond Reserve Fund
Beginning Cash and Investments					
30810	Reserved	60,361	145,403	609,100	354,348
30880	Unreserved	-	-	-	-
388 / 588	Prior Period Adjustments, Net	-	-	-	-
Revenues					
310	Taxes	-	-	-	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	50,000	-	-
340	Charges for Goods and Services	56,374	887,735	-	-
350	Fines and Penalties	-	-	86,206	-
360	Miscellaneous Revenues	-	-	1,711,098	6,808
Total Revenues:		56,374	937,735	1,797,304	6,808
Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	3,408	1,005,994	5,114	-
540	Transportation	-	-	-	-
550	Natural and Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
Total Expenditures:		3,408	1,005,994	5,114	-
Excess (Deficiency) Revenues over Expenditures:		52,966	(68,259)	1,792,190	6,808
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	53,856	-	(118,116)	118,116
385	Special or Extraordinary Items	-	-	-	-
386 / 389	Custodial Activities	-	-	-	-
381, 395, 398	Other Resources	-	-	-	-
Total Other Increases in Fund Resources:		53,856	-	(118,116)	118,116
Other Decreases in Fund Resources					
594-595	Capital Expenditures	-	27,914	-	-
591-593, 599	Debt Service	-	-	1,032,270	-
597	Transfers-Out	123	12,044	-	-
585	Special or Extraordinary Items	-	-	-	-
586 / 589	Custodial Activities	-	-	-	-
581	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		123	39,958	1,032,270	-
Increase (Decrease) in Cash and Investments:		**106,699**	**(108,217)**	**641,804**	**124,924**
Ending Cash and Investments					
5081000	Reserved	167,061	37,187	1,250,904	479,272
5088000	Unreserved	-	-	-	-
Total Ending Cash and Investments		**167,061**	**37,187**	**1,250,904**	**479,272**

City of Edgewood
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2018

		501 Equipment Replacement Fund
Beginning Cash and Investments		
30810	Reserved	60,478
30880	Unreserved	-
388 / 588	Prior Period Adjustments, Net	-
Revenues		
310	Taxes	-
320	Licenses and Permits	-
330	Intergovernmental Revenues	-
340	Charges for Goods and Services	-
350	Fines and Penalties	-
360	Miscellaneous Revenues	11,631
Total Revenues:		11,631
Expenditures		
510	General Government	-
520	Public Safety	-
530	Utilities	-
540	Transportation	-
550	Natural and Economic Environment	-
560	Social Services	-
570	Culture and Recreation	-
Total Expenditures:		-
Excess (Deficiency) Revenues over Expenditures:		11,631
Other Increases in Fund Resources		
391-393, 596	Debt Proceeds	-
397	Transfers-In	136,000
385	Special or Extraordinary Items	-
386 / 389	Custodial Activities	-
381, 395, 398	Other Resources	-
Total Other Increases in Fund Resources:		136,000
Other Decreases in Fund Resources		
594-595	Capital Expenditures	111,227
591-593, 599	Debt Service	-
597	Transfers-Out	-
585	Special or Extraordinary Items	-
586 / 589	Custodial Activities	-
581	Other Uses	-
Total Other Decreases in Fund Resources:		111,227
Increase (Decrease) in Cash and Investments:		**36,404**
Ending Cash and Investments		
5081000	Reserved	96,882
5088000	Unreserved	-
Total Ending Cash and Investments		**96,882**

City of Edgewood
Fiduciary Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2018

		Total for All Funds (Memo Only)	Agency
308	Beginning Cash and Investments	167,666	167,666
388 & 588	Prior Period Adjustment, Net	-	-
310-390	Additions	224,503	224,503
510-590	Deductions	130,322	130,322
	Net Increase (Decrease) in Cash and Investments:	94,180	94,181
508	Ending Cash and Investments	261,847	261,847

The accompanying notes are an integral part of this statement.

Notes to the Financial Statements
For year ended December 31, 2018

Note 1 Summary of Significant Accounting Policies

The City of Edgewood was incorporated on February 28, 1996 and operates under the laws of the state of Washington applicable to a code city. The City is a general purpose government and provides law enforcement, community planning, street improvements, storm water maintenance and general administrative services, in addition, the City owns a sewer system that is operated and maintained through an Interlocal Agreement. The City uses single-entry, cash basis accounting which is a departure from generally accepted accounting principles (GAAP).

The City of Edgewood reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed, but are not included in the financial statements.
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are not presented using the classifications defined in GAAP.

A. Fund Accounting

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. Each fund is accounted for with a separate set of single-entry accounts that comprises its cash, investments, revenues and expenditures, as appropriate. The City's resources are allocated to and accounted for in individual funds depending on their intended purpose. One managerial fund 005 Strategic Reserves is listed separately in the adoption of the budget. For 2018, the 005 Strategic Reserve fund is listed separately for financial presentation as reserved in the General Fund.

The following are the fund types used by the City:

GOVERNMENTAL FUND TYPES:

General (Current Expense) Funds

These funds are the primary operating funds of the City. They account for all financial resources except those required or elected to be accounted for in another fund.

Special Revenue Funds

These funds account for specific revenue sources that are restricted or committed to expenditures for specified purposes of the City.

Debt Service Funds

These funds account for the financial resources that are restricted, committed, or assigned to expenditures for principal, interest and related costs on general long-term debt.

Capital Projects Funds

These funds account for financial resources which are restricted, committed, or assigned for the acquisition or construction of capital facilities or other capital assets.

PROPRIETARY FUND TYPES:

Enterprise Funds

These funds account for operations that provide goods or services to the general public and are supported primarily through user charges.

Internal Service Funds

These funds account for operations that provide goods or services to other departments or funds of the City on a cost reimbursement basis.

FIDUCIARY FUND TYPES:

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of others. In 2016, the City Council adopted Ordinance 16-0480 absorbing the Edgewood Transportation Benefit District (Fund 630) into the Street Fund (Fund 101) under the authority granted by Senate Bill 5987. For 2018 receipts and expenditures related to TBD revenue are accounted for as restricted in the Street Fund. In 2018 the City continues to account for assigned funds for pass through State and Local revenue collections and funds held on behalf of others as surety or deposits in Funds 640 (Assignment) $251,879.23; 642 (Retention) $ 8,642.09 and 650 (Agency) $\1,325.83.

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received and expenditures are recognized when paid, including those properly chargeable against the report year(s) budget appropriations as required by state law.

In accordance with state law the City also recognizes expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period.

Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of capital assets, nor allocation of depreciation expense. Inventory is expensed when purchased.

City wide expenditures for labor, benefits, goods and services are initially charged to Central Services and then allocated to all funds and cost centers within funds (general fund) to reflect their share of said costs. This system allows management and accounting the ability to examine and balance labor, benefit, and large service provider expenditures in total while capturing the fully absorbed cost of each activity in the proper fund/cost center. Allocations are based upon personnel deployment. Cost of a direct nature are charged to their fund/cost center directly (election, consulting, etc.)

The basis of accounting described above represents a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

C. Budgets

The City adopts annual appropriated budgets for all funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at the fiscal year end. Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.
The appropriated and actual expenditures for the legally adopted budgets were as follow:

Fund/Department	Final Appropriated Amounts	Actual Expenditures	Variance
001 General Fund	$11,183.426	$4,958,632	$6,224,794
005 Strategic Reserve Fund	$1,036,590	$0	$1,036,590
101 Street Fund	$1,361,529	$623,685	$737,844
110 Park Impact Fee Fund	$3,874,558	$0	$3,874,558
111 Traffic Impact Fee Fund	$5,353,580	$150,000	$5,203,580
130 REET 1 Fund	$660,116	$457,434	$202,682
132 REET 2 Fund	$715,187	$472,461	$242,726
201 Debt Service Fund	$431,410	$382,403	$31,007
310 Capital Park Fund	$413,369	$1,484	$411,885
340 Capital Roads Fund	$666,644	$355,648	$310,996
350 Capital TIB Fund	$251,811	$0	$251,811
401 Sewer Fund	$214,220	$3,531	$210,689
410 Surface Water Fund	$1,355,214	$1,045,952	$309,262
411 Temporary LID Fund	$3,520,806	$1,037,384	$2,483,422
412 LID Reserve Fund	$595,306	0	$595,306
501 Equipment Replacement Fund	$288,577	$111,227	$177,350

Budgeted amounts are authorized to be transferred between departments within any fund/object classes within departments; however, any revisions that alter the total expenditures of a fund, or that affect specific authorized employee positions (job descriptions) or salary ranges (annual salary schedule) must be approved by the City's legislative body.

The City budgets a Strategic Reserve Fund 005 for purposes of cash flow and unexpected emergencies. For reporting purposes, Fund 005 is an internal management fund and reported as part of Fund 001 General Fund (current expense fund) as a reserved cash balance due to internal legislative restrictions for its use.

D. Cash and Investments

See Note 2, Deposits and Investments.

E. Capital Assets

Capital assets are assets with an initial individual cost of more than $1,000 and an estimated useful life in excess of one year. The capital assets and inventory of the City are recorded as expenditures when purchased.

F. Compensated Absences

Vacation leave may be accumulated up to 240 hours and is payable upon separation or retirement. Payments are recognized as expenditures when paid. Compensatory time can be accrued up to 40 hours. It is accrued at the rate of 1.5 hours per hour worked. It is paid only upon separation.

Sick leave may be accumulated indefinitely. Upon separation or retirement employees do not receive payment for unused sick leave.

G. Long-Term Debt See Note 5, Debt Service Requirements.

H. Other Financing Sources or Uses

The City's *Other Financing Sources or Uses* consist of operating transfers-in and operating transfers-out and Interfund loans where appropriate and approved through resolution of the City Council.

I. Risk Management

The city of Edgewood is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter 39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. WCIA has a total of 160 members.

New members initially contract for a three-year term, and thereafter automatically renew on an annual basis. A one-year withdrawal notice is required before membership can be terminated. Termination does not relieve a former member from its unresolved loss history incurred during membership.

Liability coverage is written on an occurrence basis, without deductibles. Coverage includes general, automobile, police, errors or omissions, stop gap, employment practices and employee benefits liability. Limits are $4 million per occurrence in the self-insured layer, and $16 million in limits above the self-insured layer is provided by reinsurance. Total limits are $20 million per occurrence subject to aggregates and sublimits. The Board of Directors determines the limits and terms of coverage annually.

Insurance for property, automobile physical damage, fidelity, inland marine, and boiler and machinery coverage are purchased on a group basis. Various deductibles apply by type of coverage. Property coverage is self-funded from the members' deductible to $750,000, for all perils other than flood and earthquake, and insured above that to $300 million per occurrence subject to aggregates and sublimits. Automobile physical damage coverage is self-funded from the members' deductible to $250,000 and insured above that to $100 million per occurrence subject to aggregates and sublimits.

In-house services include risk management consultation, loss control field services, and claims and litigation administration. WCIA contracts for certain claims investigations, consultants for personnel and land use issues, insurance brokerage, actuarial, and lobbyist services.

WCIA is fully funded by its members, who make annual assessments on a prospectively rated basis, as determined by an outside, independent actuary. The assessment covers loss, loss adjustment, reinsurance and other administrative expenses. As outlined in the interlocal, WCIA retains the right to additionally assess the membership for any funding shortfall.

An investment committee, using investment brokers, produces additional revenue by investment of WCIA's assets in financial instruments which comply with all State guidelines.

A Board of Directors governs WCIA, which is comprised of one designated representative from each member. The Board elects an Executive Committee and appoints a Treasurer to provide general policy direction for the organization. The WCIA Executive Director reports to the Executive Committee and is responsible for conducting the day to day operations of WCIA.

J. Health and Welfare

The City of Edgewood is a member of the Association of Washington Cities Employee Benefit Trust Health Care Program (AWC Trust HCP). Chapter 48.62 RCW provides that two or more local

government entities may, by Interlocal agreement under Chapter 39.34 RCW, form together or join a pool or organization for the joint purchasing of insurance, and/or joint self-insurance, to the same extent that they may individually purchase insurance or self-insure.

An agreement to form a pooling arrangement was made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. The AWC Trust HCP was formed on January 1, 2014 when participating cities, towns, and non-city entities of the AWC Employee Benefit Trust in the State of Washington joined together by signing an Interlocal Governmental Agreement to jointly self-insure certain health benefit plans and programs for participating employees, their covered dependents and other beneficiaries through a designated account within the Trust.
As of December 31, 2018, 257 cities/towns/non-city entities participate in the AWC Trust HCP.

The AWC Trust HCP allows members to establish a program of joint insurance and provides health and welfare services to all participating members. The AWC Trust HCP pools claims without regard to individual member experience. The pool is actuarially rated each year with the assumption of projected claims run-out for all current members. The AWC Trust HCP includes medical, dental and vision insurance through the following carriers: Kaiser Foundation Health Plan of Washington, Kaiser Foundation Health Plan of Washington Options, Inc., Regence BlueShield, Asuris Northwest Health, Delta Dental of Washington, and Vision Service Plan. Eligible members are cities and towns within the state of Washington. Non-City Entities (public agency, public corporation, intergovernmental agency, or political subdivision within the state of Washington) are eligible to apply for coverage into the AWC Trust HCP, submitting application to the Board of Trustees for review as required in the Trust Agreement.

Participating employers pay monthly premiums to the AWC Trust HCP. The AWC Trust HCP is responsible for payment of all covered claims. In 2018, the AWC Trust HCP purchased stop loss insurance for Regence/Asuris plans at an Individual Stop Loss (ISL) of $1.5 million through Life Map, and Kaiser ISL at $1 million with Companion Life through ASG Risk Management. The aggregate policy is for 200% of expected medical claims.

Participating employers' contract to remain in the AWC HCP for a minimum of three years. Participating employers with over 250 employees must provide written notice of termination of all coverage a minimum of 12 months in advance of the termination date, and participating employers with under 250 employees must provide written notice of termination of all coverage a minimum of 6 months in advance of termination date. When all coverage is being terminated, termination will only occur on December 31. Participating employers terminating a group or line of coverage must notify the HCP a minimum of 60 days prior to termination. A participating employer's termination will not obligate that member to past debts, or further contributions to the HCP. Similarly, the terminating member forfeits all rights and interest to the HCP Account.

The operations of the Health Care Program are managed by the Board of Trustees or its delegates. The Board of Trustees is comprised of four regionally elected officials from Trust member cities or towns, the Employee Benefit Advisory Committee Chair and Vice Chair, and two appointed individuals from the AWC Board of Directors, who are from Trust member cities or town.

The Trustees or its appointed delegates review and analyze Health Care Program related matters and make operational decisions regarding premium contributions, reserves, plan options and benefits in compliance with Chapter 48.62 RCW. The Board of Trustees has decision authority consistent with the Trust Agreement, Health Care Program policies, Chapter 48.62 RCW and Chapter 200-110-WAC.

The accounting records of the Trust HCP are maintained in accordance with methods prescribed by the State Auditor's office under the authority of Chapter 43.09 RCW. The Trust HCP also follows applicable accounting standards established by the Governmental Accounting Standards Board ("GASB"). In 2018, the retiree medical plan subsidy was eliminated, and is noted as such in this report. Year-end financial reporting is done on an accrual basis and submitted to the Office of the State Auditor as required by Chapter 200-110 WAC. The audit report for the AWC Trust HCP is available from the Washington State Auditor's office.

K. Reserved Portion of Ending Cash and Investments (Fund Balance)

Beginning and Ending Cash and Investments is reported as reserved when it is subject to restrictions on use imposed by external parties. or due to internal commitments established by the City Council. When expenditures that meet restrictions are incurred, the City intends to use reserved resources first before using unreserved amounts.

Reservations of Ending Cash and Investments consist of:

- Strategic Reserve Fund ($1,017,140) Is an internal Management Fund. The Fund balance represents transfers from the General Fund as a commitment by the City Council for emergency and/or other longer term operating reserves. These funds may be rescinded by an ordinance of the City Council. For reporting purposes the Strategic Reserve Fund Balance is combined with Fund 001 General Fund, and listed as the reserved portion.
- Street Fund ($328,636) Funds collected represent payment in-lieu of construction and gas taxes used for road improvements. Unexpended General Fund Transfers, if any, are listed as unrestricted Street Funds.
- Park Impact Fee ($2,558,964) Funds are used for park acquisition and improvements outlined in the City's Capital Improvement Plan. They are restricted for increasing capacity and must be expended on a legislated timeline. This fund has grown exponentially as a result of rapid development in the City since late 2015.
- Traffic Impact Fee ($3,099,002) Funds collected pay for projects identified in the City's Capital Improvement Plan. They are restricted for increasing capacity and must be expended on a legislated timeline. This fund has grown exponentially as a result of rapid development in the City since late 2015.
- REET1 ($219,361) and REET2 ($274,431) The Growth Management Act (GMA) restricts projects funded from REET1 and REET2 to those capital projects outlined in the City's Capital Improvement Plan.
- Debt Service Fund ($138,836) is used to retire scheduled debt and make annual interest payments. The accumulated balance represents a scheduled reduction in debt payments due to a refinanced lower mortgage for City Hall. A principal payment to accelerate the retirement of the City Hall Mortgage (converted from a 2007 GO Bond) is anticipated in 2019.
- Capital Parks Fund ($108,224) is used for capital parks projects, primarily funded by grant dollars, Park Impact Fees, REET 1 or the General Fund as identified in the City's Capital Improvement Plan.
- Capital Roads ($395,297) and Capital TIB ($1,811) Funds are used for capital roads projects, primarily funded by grant dollars, Traffic Impact Fees, REET 2 or General Fund Transfers as identified in the City's Capital Improvement Plan.
- Sewer ($167,061) and Surface Water ($37,187) Funds are used to support the operations and maintenance of the respective utility. In 2018 the sewer fund received a General Fund Transfer of $53,856 from the General Fund in an effort to fully fund a $200,000 Revised Sewer Operating & Capital Plan. The plan will go to bid in 2019 with work continuing into 2020.
- Temporary LID Fund ($1,250,904) receives revenue from special assessment payments for securing the payment of the principal of and interest on a USDA RD local improvement debt. The LID Reserve Fund ($479,272) contains a reserve created from the Temporary LID Fund as a USDA RD loan covenant. Within 10 years of the execution of the loan, the City must have on reserve 10% of the then outstanding debt balance. The City's current LID debt is $10,077,390. Ten percent of the then expected loan balance on 1/1/2025 would be $325,172.

- Equipment Replacement Fund ($96,882) Funds collected represent an internal commitment for replacing or purchasing capital equipment set aside from General Fund Sources. Use of the funds may be restricted by Council Ordinance.

Note 2 – Deposits and Investments

It is the City of Edgewood's policy to invest all temporary cash surpluses. The interest on these investments is prorated to the various funds of the City.

All deposits and certificates of deposit are covered by the Federal Deposit Insurance Corporation or the Washington Public Deposit Protection Commission. All investments are insured, registered, or held by the City or its agent in the government's name.

Investments are presented as collected balances. Bonds are stated at original coupon purchase. Net gains or losses are booked upon redemption. Current US Securities are managed through US Bank Safekeeping.

Investments by type at December 31, 2018 are as follows:

Type of Investment	① City's Own Investments	② Investments held by City as an agent for other local Governments, individuals or private organizations.	③ Total
L.G.I.P.	$2,139,209	$0.00	$2,139,209
U.S. Government Securities	$ 498,426	$0.00	$ 498,726
Total	**$2,637,935**	**$0.00**	**$2,637,935**

Note 3 Property Tax

The county treasurer acts as an agent to collect property tax levied in the county for all taxing authorities. Collections are distributed around the 10th of each month.

Property tax revenues are recognized when cash is received by the City. Delinquent taxes are considered fully collectible because a lien affixes to the property after tax is levied.

The City's regular levy for the year 2018 was $1.0853 per $1,000 on an assessed valuation of $1,590,890 for a total regular levy of $1,690,306.

Note 4 Interfund Loans

There were no interfund loans made or repaid during 2018 and there were no interfund loan balances outstanding on December 31,2018.

Note 5 – Debt Service Requirements

The accompanying Schedule of Long-Term Liabilities (09) provides more details of the outstanding debt and liabilities of the City and summarizes the City's debt transactions for year ended December 31, 2018.

The debt service requirements for general obligation bonds, revenue bonds, special assessment bonds, and loans including both principal and interest, are as follows:

	General Obligation Bonds	Revenue Bonds	Other Debt	Total Debt
2019	320,071		1,045,739	$1,365,809
2020	325,639		1,045,559	$1,371,198
2021	335,636		1,045,379	$1,381,015
2022	340,253		1,045,199	$1,385,452
2023	349,408		1,405,019	$1,394,427
2024 – 2028	1,099,054		4,464,109	$5,563,164
2029 – 2031	0		436,922	$436,922
Totals	**$2,770,061**	**$0**	**$10,127,925**	**$12,245,988**

Other Debt represents annual principal and interest payments to the Public Works Trust Fund Loan and the LID (see Note 7A for information on the LID). Increase activity due to development continues to accumulate as a cash reserve for LID assessment payoffs. In 2019 the City will retire its LID debt on all City property reducing City outstanding debt by $614,125. In concert with the City's retirement of its LID debt, the LID will retire approximately $1.2 million in outstanding USDA RD debt.

The City owns three parcels in the LID whose current portion owed is $614,125 The 14 remaining annual assessment installments are $45,324 each and the assessment was originally to be paid in full in 2031. Yearly interest is due on the declining balance owed. For 2018, the interest paid was $26,968. The City is scheduled to retire this debt in August of 2019 prior to a new year of interest accruing on the outstanding balance.

Note 6 Pension Plans

Substantially all of the City's full-time and qualifying part-time employees participate in the Public Employees Retirement System (PERS) administered by the Washington State Department of Retirement Systems, under cost-sharing multiple-employer public employee defined benefit and defined contribution retirement plans. Actuarial information is on a system-wide basis and is not considered pertinent to the City's financial statements. Contributions to the systems by both employee and employer are based upon gross wages covered by plan benefits.

Historical trend or other information regarding each plan is presented in the Washington State Department of Retirement Systems annual financial report. A copy of this report may be obtained by writing to:

Department of Retirement Systems
Communications Unit
PO Box 48380
Olympia, WA 985048380

At June 30, 2018 (the measurement date of the plans), the City of Edgewood proportionate share of the collective net pension liabilities, as reported on the Schedule 09, was as follows:

PLAN	Allocation %	Liability (Asset)
PERS 1	.001942%	$ 86,730
PERS 1(UAAL)	.006396%	$285,648

PERS 2/3	.008251%	$140,878

Note 7 - Other Disclosures

A. Local Improvement District No. 1:
As of December 31, 2018, the City has not had an application for, nor collected any City Conveyance Development Charges (late comer's fees) for sewer extensions within the Core 1 area, which would be assessed for public entity or private/developer funded projects. As of May 30, 2019 the City has no LID default actions outstanding. The one default action noted in our 2017 Financial Notes was paid by the property owner in 2018 and removed from the LID assessment role.

B. Lakehaven Water & Sewer District filed suit in April 2018 against the City claiming an exemption to a March 2018 imposition of a Utility Tax. The City estimates that should Lakehaven prevail, the City would lose approximately $4,000 in Utility Tax Revenue, and not be reimbursed for legal fees to contest the suit. The City has a high confidence the suit will be dismissed and the imposition of the tax will prevail. The City does not consider the cost or loss of revenue to be material to its operation going forward.

C. Personnel Changes: The City has experienced exponential growth in building activity throughout 2018. Addition to the inspection and planning personnel complement have brought the total FTE count to 20.43. The City intends to continue to hire for the increased work load in 2019 estimating the FTE headcount to stabilize at 23.43.

D. Construction Commitments: The City bid and completed a parking lot project and a small catering kitchen at City Hall with a total cost of approximately $200,000. The project was listed in our Capital Improvement Plan and Comprehensive Plan as general Park Plan Improvements. The City had no active construction projects as of December 31, 2018

E. Mt. View Edgewood Water Company Franchise Agreement: The City of Edgewood has a long term Franchise Agreement with Mt. View Edgewood Water Company, a not for profit private corporation operating in the area since the early 1940's. Mountain View supplies between 70 and 80 percent of all City of Edgewood water uses. Other water uses include Lakehaven Water & Sewer District, the City of Milton, and various other private localized well systems.

F. East Pierce Fire & Rescue Lease: The City executed a three-year lease with East Pierce Fire & Rescue for a large open space used for office cubicles at City Hall. Estimated annual revenue is expected to be approximately $48,000. The lease has two one year extensions that may be granted upon mutual approval.

G. B & O Utility Tax Imposed: On June 1, 2018 the City Council imposed a 6% B & O Utility Tax applicable to statutorily available utilities (Cable TV, Telephony, Water, Sewer, Surface Water, Garbage, Gas and Electric) operated or otherwise providing services to businesses and residences within the jurisdictional boundaries of the City. Initial rough estimates for annual revenue suggested collection to be approximately $1,463,000. As of December 31, 2018, with approximately six months of revenue collected, the City has reported $594,723 added to the general fund. The City's intent is to use the majority of the funding to add law enforcement personnel, general government personnel, reduce outstanding debt, and stabilize the cost of increased service levels for maintenance, facilities, and IT with a sustained reliable source.

City of Edgewood

Schedule 01

For the year ended December 31, 2018

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	3081000	Reserved Cash and Investments - Beginning	$1,009,636
1111	001	Current Expense Fund	3088000	Unreserved Cash and Investments - Beginning	$2,597,863
1111	001	Current Expense Fund	3111000	Property Tax	$1,696,759
1111	001	Current Expense Fund	3131100	Local Retail Sales and Use Tax	$1,218,798
1111	001	Current Expense Fund	3131710	Zoo, Aquarium and Wildlife Facilities Sales and Use Tax	$112,042
1111	001	Current Expense Fund	3137100	Criminal Justice Sales and Use Tax	$196,897
1111	001	Current Expense Fund	3164000	Business and Occupation Taxes on Utilities	$24,189
1111	001	Current Expense Fund	3164000	Business and Occupation Taxes on Utilities	$187,266
1111	001	Current Expense Fund	3164000	Business and Occupation Taxes on Utilities	$52,440
1111	001	Current Expense Fund	3164000	Business and Occupation Taxes on Utilities	$72,371
1111	001	Current Expense Fund	3164000	Business and Occupation Taxes on Utilities	$48,208
1111	001	Current Expense Fund	3164000	Business and Occupation Taxes on Utilities	$37,541
1111	001	Current Expense Fund	3172000	Leasehold Excise Tax	$329
1111	001	Current Expense Fund	3216000	Professional and Occupations	$2,865
1111	001	Current Expense Fund	3216000	Professional and Occupations	$1,085
1111	001	Current Expense Fund	3216000	Professional and Occupations	$35
1111	001	Current Expense Fund	3219100	Franchise Fees and Royalties	$180,460
1111	001	Current Expense Fund	3219900	Other Business Licenses and Permits	$42,117

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	3221000	Buildings, Structures and Equipment	$661,929
1111	001	Current Expense Fund	3221000	Buildings, Structures and Equipment	$102,360
1111	001	Current Expense Fund	3221000	Buildings, Structures and Equipment	$139,895
1111	001	Current Expense Fund	3332060	Federal Indirect Grant from Department of Transportation	$1,395
1111	001	Current Expense Fund	3360098	City-County Assistance	$119,102
1111	001	Current Expense Fund	3360621	Criminal Justice - Violent Crimes/Population	$3,022
1111	001	Current Expense Fund	3360625	Criminal Justice - Contracted Services	$18,640
1111	001	Current Expense Fund	3360626	Criminal Justice - Special Programs	$10,921
1111	001	Current Expense Fund	3360651	DUI and Other Criminal Justice Assistance	$1,540
1111	001	Current Expense Fund	3360694	Liquor/Beer Excise Tax	$52,676
1111	001	Current Expense Fund	3360695	Liquor Control Board Profits	$86,339
1111	001	Current Expense Fund	3418100	Data/Word Processing, Printing, Duplicating and IT Services	$56
1111	001	Current Expense Fund	3418100	Data/Word Processing, Printing, Duplicating and IT Services	$13,200
1111	001	Current Expense Fund	3458100	Zoning and Subdivision Services	$4,305
1111	001	Current Expense Fund	3458100	Zoning and Subdivision Services	$19,280
1111	001	Current Expense Fund	3458100	Zoning and Subdivision Services	$4,768
1111	001	Current Expense Fund	3458100	Zoning and Subdivision Services	$12,540
1111	001	Current Expense Fund	3458100	Zoning and Subdivision Services	$4,590
1111	001	Current Expense Fund	3458100	Zoning and Subdivision Services	$7,050
1111	001	Current Expense Fund	3458300	Plan Checking Services	$338,910
1111	001	Current Expense Fund	3458300	Plan Checking Services	$4,247
1111	001	Current Expense Fund	3458300	Plan Checking Services	$490

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	3458300	Plan Checking Services	$13,682
1111	001	Current Expense Fund	3458300	Plan Checking Services	$43,871
1111	001	Current Expense Fund	3458300	Plan Checking Services	$13,725
1111	001	Current Expense Fund	3458500	Growth Management Act (GMA) Impact Fees	$100,020
1111	001	Current Expense Fund	3458500	Growth Management Act (GMA) Impact Fees	$13,048
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$63,213
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$22,880
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$25,820
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$1,440
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$1,625
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$2,050
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$20,420
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$5,510
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$31,270
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$3,500
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$47,060
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$985
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$780
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$320
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$720
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$2,800
1111	001	Current Expense Fund	3458900	Other Planning and Development Services	$90
1111	001	Current Expense Fund	3473000	Activity Fees	$1,910

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	3565000	Investigative Fund Assessments	$235
1111	001	Current Expense Fund	3611100	Investment Earnings	$6,493
1111	001	Current Expense Fund	3611100	Investment Earnings	$3,450
1111	001	Current Expense Fund	3611100	Investment Earnings	$30,091
1111	001	Current Expense Fund	3614000	Other Interest	$1,782
1111	001	Current Expense Fund	3625000	Rents and Leases	$33,600
1111	001	Current Expense Fund	3699100	Miscellaneous Other	$40
1111	001	Current Expense Fund	3699100	Miscellaneous Other	$14,565
1111	001	Current Expense Fund	3699100	Miscellaneous Other	$3,437
1111	101	Street Fund	3081000	Reserved Cash and Investments - Beginning	$246,074
1111	101	Street Fund	3176000	Transportation Benefit District Vehicle Fees	$204,569
1111	101	Street Fund	3224000	Street and Curb Permits	$6,750
1111	101	Street Fund	3224000	Street and Curb Permits	($692)
1111	101	Street Fund	3360071	Multimodal Transportation - Cities	$14,663
1111	101	Street Fund	3360087	Motor Vehicle Fuel Tax - City Streets	$50,049
1111	101	Street Fund	3360087	Motor Vehicle Fuel Tax - City Streets	$178,063
1111	101	Street Fund	3441000	Roads/Streets Maintenance/Repair/Construction Services	$168
1111	101	Street Fund	3441000	Roads/Streets Maintenance/Repair/Construction Services	$662
1111	101	Street Fund	3694000	Judgments and Settlements	$2,016
1111	110	Park Impact Fee	3081000	Reserved Cash and Investments - Beginning	$1,329,334
1111	110	Park Impact Fee	3458500	Growth Management Act (GMA) Impact Fees	$1,249,616
1111	110	Park Impact Fee	3611100	Investment Earnings	$10,013
1111	111	Traffic Impact Fee	3081000	Reserved Cash and Investments - Beginning	$1,212,078
1111	111	Traffic Impact Fee	3458500	Growth Management Act (GMA) Impact Fees	$2,013,636
1111	111	Traffic Impact Fee	3611100	Investment Earnings	$23,287

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	130	Municipal Capital Reserver REET1	3081000	Reserved Cash and Investments - Beginning	$204,549
1111	130	Municipal Capital Reserver REET1	3183400	REET 1 - First Quarter Percent	$472,246
1111	132	Municipal Capital Reserver REET 2	3081000	Reserved Cash and Investments - Beginning	$274,647
1111	132	Municipal Capital Reserver REET 2	3183400	REET 1 - First Quarter Percent	$472,245
1111	201	Debt Service	3081000	Reserved Cash and Investments - Beginning	$29,239
1111	310	Capital Parks Fund	3081000	Reserved Cash and Investments - Beginning	$109,708
1111	340	Capital Roads Fund	3081000	Reserved Cash and Investments - Beginning	$30,945
1111	341	Capital Roads - Meridian Ave Ph II	3081000	Reserved Cash and Investments - Beginning	$250,000
1111	350	Capital TIB Fund	3081000	Reserved Cash and Investments - Beginning	$1,811
1111	401	Sewer Utility Fund	3081000	Reserved Cash and Investments - Beginning	$60,361
1111	401	Sewer Utility Fund	3435000	Sewer/Reclaimed Water Sales and Services	$56,374
1111	410	Surface Water Utility Fund	3081000	Reserved Cash and Investments - Beginning	$145,403
1111	410	Surface Water Utility Fund	3340310	State Grant from Department of Ecology	$50,000
1111	410	Surface Water Utility Fund	3431000	Storm Drainage Sales and Services	$887,735
1111	411	Temporary Sewer LID	3081000	Reserved Cash and Investments - Beginning	$609,100
1111	411	Temporary Sewer LID	3590000	Non-Court Fines and Penalties	$86,206
1111	411	Temporary Sewer LID	3614000	Other Interest	$664,545
1111	411	Temporary Sewer LID	3681000	Special Assessments - Capital	$1,046,553
1111	412	LID Bond Reserve Fund	3081000	Reserved Cash and Investments - Beginning	$354,348
1111	412	LID Bond Reserve Fund	3611100	Investment Earnings	$6,808
1111	501	Equipment Replacement Fund	3081000	Reserved Cash and Investments - Beginning	$60,478
1111	501	Equipment Replacement Fund	3620000	Rents and Leases	$11,631

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	630	Transportation Benefit District	3088000	Unreserved Cash and Investments - Beginning	$0
1111	640	Assignment of Funds-Deposits in Lieu of Bond	3081000	Reserved Cash and Investments - Beginning	$166,930
1111	642	Retention	3081000	Reserved Cash and Investments - Beginning	$736
1111	642	Retention	3088000	Unreserved Cash and Investments - Beginning	($736)
1111	650	Agency Funds-Transitory	3088000	Unreserved Cash and Investments - Beginning	$736
1111	001	Current Expense Fund	5081000	Reserved Cash and Investments - Ending	$1,017,140
1111	001	Current Expense Fund	5088000	Unreserved Cash and Investments - Ending	$3,622,816
1111	001	Current Expense Fund	5116010	Legislative Activities	$43,492
1111	001	Current Expense Fund	5116020	Legislative Activities	$1,144
1111	001	Current Expense Fund	5116030	Legislative Activities	$56
1111	001	Current Expense Fund	5116040	Legislative Activities	$464
1111	001	Current Expense Fund	5116040	Legislative Activities	$183
1111	001	Current Expense Fund	5116040	Legislative Activities	$59
1111	001	Current Expense Fund	5131010	Executive Office	$62,880
1111	001	Current Expense Fund	5131020	Executive Office	$19,724
1111	001	Current Expense Fund	5131040	Executive Office	$1,331
1111	001	Current Expense Fund	5131040	Executive Office	$378
1111	001	Current Expense Fund	5131040	Executive Office	$339
1111	001	Current Expense Fund	5131040	Executive Office	$50
1111	001	Current Expense Fund	5113040	Official Publication Services	$6,617
1111	001	Current Expense Fund	5142040	Financial Services	$433
1111	001	Current Expense Fund	5142040	Financial Services	$4,442
1111	001	Current Expense Fund	5142040	Financial Services	$407
1111	001	Current Expense Fund	5142040	Financial Services	$137
1111	001	Current Expense Fund	5142040	Financial Services	$259
1111	001	Current Expense Fund	5142040	Financial Services	$1,399
1111	001	Current Expense Fund	5143040	Recording Services	$6,744
1111	001	Current Expense Fund	5143040	Recording Services	$350
1111	001	Current Expense Fund	5143040	Recording Services	$788

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	5143040	Recording Services	$297
1111	001	Current Expense Fund	5143040	Recording Services	$210
1111	001	Current Expense Fund	5149050	Voters Registration Services	$20,643
1111	001	Current Expense Fund	5188040	Information Technology Services	$31,091
1111	001	Current Expense Fund	5188040	Information Technology Services	$1,800
1111	001	Current Expense Fund	5188040	Information Technology Services	$42,454
1111	001	Current Expense Fund	5154140	External Legal Services - Advice	$144,105
1111	001	Current Expense Fund	5154140	External Legal Services - Advice	$2,448
1111	001	Current Expense Fund	5125050	Municipal Court	$22,500
1111	001	Current Expense Fund	5182010	Property Management Services	$1,251,034
1111	001	Current Expense Fund	5182020	Property Management Services	$18,146
1111	001	Current Expense Fund	5182020	Property Management Services	$72,149
1111	001	Current Expense Fund	5182020	Property Management Services	$139,987
1111	001	Current Expense Fund	5182020	Property Management Services	$10,565
1111	001	Current Expense Fund	5182020	Property Management Services	$10,603
1111	001	Current Expense Fund	5182020	Property Management Services	$310,478
1111	001	Current Expense Fund	5182030	Property Management Services	$12,794
1111	001	Current Expense Fund	5182030	Property Management Services	$1,353
1111	001	Current Expense Fund	5182040	Property Management Services	$19,202
1111	001	Current Expense Fund	5182040	Property Management Services	$705
1111	001	Current Expense Fund	5182040	Property Management Services	$5,041
1111	001	Current Expense Fund	5182040	Property Management Services	$174

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	5182040	Property Management Services	$575
1111	001	Current Expense Fund	5182040	Property Management Services	$854
1111	001	Current Expense Fund	5182040	Property Management Services	$48,837
1111	001	Current Expense Fund	5182040	Property Management Services	$26,968
1111	001	Current Expense Fund	5182040	Property Management Services	$45,324
1111	001	Current Expense Fund	5182040	Property Management Services	$408
1111	001	Current Expense Fund	5182040	Property Management Services	$21,703
1111	001	Current Expense Fund	5183030	Maintenance/Security/Insurance/Janitorial Services	$8,008
1111	001	Current Expense Fund	5183030	Maintenance/Security/Insurance/Janitorial Services	$82
1111	001	Current Expense Fund	5183030	Maintenance/Security/Insurance/Janitorial Services	$1,438
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$17,519
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$21,395
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$1,500
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$9,537
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$529
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$523
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$9,972

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$1,031
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$109,915
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$4,121
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$1,418
1111	001	Current Expense Fund	5183040	Maintenance/Security/Insurance/Janitorial Services	$2,529
1111	001	Current Expense Fund	5183050	Maintenance/Security/Insurance/Janitorial Services	$623
1111	001	Current Expense Fund	5188540	Information Technology Services	$440
1111	001	Current Expense Fund	5188540	Information Technology Services	$4,223
1111	001	Current Expense Fund	5189010	Other Centralized Services	($1,251,034)
1111	001	Current Expense Fund	5189020	Other Centralized Services	($561,928)
1111	001	Current Expense Fund	5189030	Other Centralized Services	($23,675)
1111	001	Current Expense Fund	5189040	Other Centralized Services	($745,369)
1111	001	Current Expense Fund	5189040	Other Centralized Services	$68,136
1111	001	Current Expense Fund	5189040	Other Centralized Services	$7,058
1111	001	Current Expense Fund	5189040	Other Centralized Services	$4,029
1111	001	Current Expense Fund	5189040	Other Centralized Services	$6,968
1111	001	Current Expense Fund	5189040	Other Centralized Services	$500
1111	001	Current Expense Fund	5256050	Disaster Preparedness	$8,857
1111	001	Current Expense Fund	5543050	Animal Control	$40,961
1111	001	Current Expense Fund	5142040	Financial Services	$24

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	5142340	Financial Services	$13,013
1111	001	Current Expense Fund	5189010	Other Centralized Services	$243,813
1111	001	Current Expense Fund	5189020	Other Centralized Services	$115,246
1111	001	Current Expense Fund	5189030	Other Centralized Services	$5,043
1111	001	Current Expense Fund	5189040	Other Centralized Services	$158,764
1111	001	Current Expense Fund	5189040	Other Centralized Services	$3,975
1111	001	Current Expense Fund	5211040	Administration	$150
1111	001	Current Expense Fund	5211050	Administration	$2,634
1111	001	Current Expense Fund	5212030	Police Operations	$1,311
1111	001	Current Expense Fund	5212030	Police Operations	$399
1111	001	Current Expense Fund	5212030	Police Operations	$89
1111	001	Current Expense Fund	5212030	Police Operations	$500
1111	001	Current Expense Fund	5212040	Police Operations	$112
1111	001	Current Expense Fund	5212040	Police Operations	$25
1111	001	Current Expense Fund	5212040	Police Operations	$320
1111	001	Current Expense Fund	5212050	Police Operations	$2,061,041
1111	001	Current Expense Fund	5212050	Police Operations	$31,749
1111	001	Current Expense Fund	5213040	Crime Prevention	$150
1111	001	Current Expense Fund	5217030	Traffic Policing	$1,733
1111	001	Current Expense Fund	5236050	Care and Custody of Prisoners	$17,166
1111	001	Current Expense Fund	5585010	Building Permits and Plan Reviews	$380,028
1111	001	Current Expense Fund	5585020	Building Permits and Plan Reviews	$179,632
1111	001	Current Expense Fund	5585030	Building Permits and Plan Reviews	$7,860
1111	001	Current Expense Fund	5585030	Building Permits and Plan Reviews	$3,276
1111	001	Current Expense Fund	5585030	Building Permits and Plan Reviews	$436
1111	001	Current Expense Fund	5585030	Building Permits and Plan Reviews	$122
1111	001	Current Expense Fund	5585040	Building Permits and Plan Reviews	$247,462

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	5585040	Building Permits and Plan Reviews	$7,748
1111	001	Current Expense Fund	5585040	Building Permits and Plan Reviews	$6,739
1111	001	Current Expense Fund	5585040	Building Permits and Plan Reviews	$63
1111	001	Current Expense Fund	5585040	Building Permits and Plan Reviews	$415
1111	001	Current Expense Fund	5585040	Building Permits and Plan Reviews	$518
1111	001	Current Expense Fund	5586010	Planning	$123,623
1111	001	Current Expense Fund	5586020	Planning	$58,435
1111	001	Current Expense Fund	5586030	Planning	$2,557
1111	001	Current Expense Fund	5586030	Planning	$774
1111	001	Current Expense Fund	5586030	Planning	$21
1111	001	Current Expense Fund	5586030	Planning	$892
1111	001	Current Expense Fund	5586040	Planning	$80,500
1111	001	Current Expense Fund	5586040	Planning	$53,192
1111	001	Current Expense Fund	5586040	Planning	$138,821
1111	001	Current Expense Fund	5586040	Planning	$6,562
1111	001	Current Expense Fund	5586040	Planning	$50,000
1111	001	Current Expense Fund	5586040	Planning	$2,182
1111	001	Current Expense Fund	5586040	Planning	$38
1111	001	Current Expense Fund	5586040	Planning	$1,719
1111	001	Current Expense Fund	5586050	Planning	$78
1111	001	Current Expense Fund	5768010	General Parks	$85,850
1111	001	Current Expense Fund	5768020	General Parks	$40,580
1111	001	Current Expense Fund	5768030	General Parks	$1,776
1111	001	Current Expense Fund	5768030	General Parks	$719
1111	001	Current Expense Fund	5768030	General Parks	$1,808
1111	001	Current Expense Fund	5768030	General Parks	$255
1111	001	Current Expense Fund	5768030	General Parks	$14
1111	001	Current Expense Fund	5768030	General Parks	$416
1111	001	Current Expense Fund	5768030	General Parks	$980
1111	001	Current Expense Fund	5768030	General Parks	$201
1111	001	Current Expense Fund	5768040	General Parks	$55,903

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	001	Current Expense Fund	5768040	General Parks	$2,762
1111	001	Current Expense Fund	5768040	General Parks	$19,356
1111	001	Current Expense Fund	5768040	General Parks	$829
1111	001	Current Expense Fund	5768040	General Parks	$5,554
1111	001	Current Expense Fund	5768040	General Parks	$587
1111	001	Current Expense Fund	5768050	General Parks	$1,669
1111	101	Street Fund	5081000	Reserved Cash and Investments - Ending	$328,636
1111	101	Street Fund	5423030	Roadway	$1,810
1111	101	Street Fund	5423030	Roadway	$1,812
1111	101	Street Fund	5423040	Roadway	$228,448
1111	101	Street Fund	5423840	Roadway	$5,800
1111	101	Street Fund	5426330	Street Lighting	$209
1111	101	Street Fund	5426430	Traffic Control Devices	$28
1111	101	Street Fund	5426430	Traffic Control Devices	$320
1111	101	Street Fund	5426430	Traffic Control Devices	$7,218
1111	101	Street Fund	5426440	Traffic Control Devices	$85,943
1111	101	Street Fund	5426440	Traffic Control Devices	$22,862
1111	101	Street Fund	5427040	Roadside	$15,193
1111	101	Street Fund	5427040	Roadside	$10,580
1111	101	Street Fund	5429010	Maintenance Administration and Overhead	$112,177
1111	101	Street Fund	5429020	Maintenance Administration and Overhead	$53,024
1111	101	Street Fund	5429030	Maintenance Administration and Overhead	$2,320
1111	101	Street Fund	5429030	Maintenance Administration and Overhead	$12
1111	101	Street Fund	5429030	Maintenance Administration and Overhead	$128
1111	101	Street Fund	5429030	Maintenance Administration and Overhead	$333

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	101	Street Fund	5429040	Maintenance Administration and Overhead	$73,046
1111	101	Street Fund	5429040	Maintenance Administration and Overhead	$1,200
1111	101	Street Fund	5429040	Maintenance Administration and Overhead	$1,221
1111	110	Park Impact Fee	5081000	Reserved Cash and Investments - Ending	$2,588,964
1111	111	Traffic Impact Fee	5081000	Reserved Cash and Investments - Ending	$3,099,002
1111	130	Municipal Capital Reserver REET1	5081000	Reserved Cash and Investments - Ending	$219,361
1111	132	Municipal Capital Reserver REET 2	5081000	Reserved Cash and Investments - Ending	$274,431
1111	201	Debt Service	5081000	Reserved Cash and Investments - Ending	$138,836
1111	310	Capital Parks Fund	5081000	Reserved Cash and Investments - Ending	$108,224
1111	340	Capital Roads Fund	5081000	Reserved Cash and Investments - Ending	$145,297
1111	341	Capital Roads - Meridian Ave Ph II	5081000	Reserved Cash and Investments - Ending	$250,000
1111	350	Capital TIB Fund	5081000	Reserved Cash and Investments - Ending	$1,811
1111	401	Sewer Utility Fund	5081000	Reserved Cash and Investments - Ending	$167,061
1111	401	Sewer Utility Fund	5351040	Sewer/Reclaimed Water Utilities	$3,408
1111	410	Surface Water Utility Fund	5081000	Reserved Cash and Investments - Ending	$37,187
1111	410	Surface Water Utility Fund	5310010	Storm Drainage Utilities	$199,171
1111	410	Surface Water Utility Fund	5310020	Storm Drainage Utilities	$94,145
1111	410	Surface Water Utility Fund	5310030	Storm Drainage Utilities	$4,119
1111	410	Surface Water Utility Fund	5310040	Storm Drainage Utilities	$129,694
1111	410	Surface Water Utility Fund	5313830	Storm Drainage Utilities	$1,728

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	410	Surface Water Utility Fund	5313830	Storm Drainage Utilities	$117
1111	410	Surface Water Utility Fund	5313830	Storm Drainage Utilities	$11,295
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$25,304
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$86,471
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$8,085
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$65,496
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$4,153
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$262,056
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$14,002
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$84,236
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$751
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$1,701
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$799
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$6,629
1111	410	Surface Water Utility Fund	5313840	Storm Drainage Utilities	$1,950
1111	410	Surface Water Utility Fund	5313850	Storm Drainage Utilities	$4,089
1111	411	Temporary Sewer LID	5081000	Reserved Cash and Investments - Ending	$1,250,904
1111	411	Temporary Sewer LID	5351040	Sewer/Reclaimed Water Utilities	$5,114
1111	412	LID Bond Reserve Fund	5081000	Reserved Cash and Investments - Ending	$479,272
1111	501	Equipment Replacement Fund	5081000	Reserved Cash and Investments - Ending	$96,882
1111	630	Transportation Benefit District	5088000	Unreserved Cash and Investments - Ending	$0

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	640	Assignment of Funds-Deposits in Lieu of Bond	5081000	Reserved Cash and Investments - Ending	$251,879
1111	640	Assignment of Funds-Deposits in Lieu of Bond	5088000	Unreserved Cash and Investments - Ending	$0
1111	642	Retention	5081000	Reserved Cash and Investments - Ending	$8,642
1111	650	Agency Funds-Transitory	5081000	Reserved Cash and Investments - Ending	$1,326
1111	101	Street Fund	3970000	Transfers-In	$250,000
1111	201	Debt Service	3970000	Transfers-In	$119,938
1111	201	Debt Service	3970000	Transfers-In	$123
1111	201	Debt Service	3970000	Transfers-In	$12,044
1111	201	Debt Service	3970000	Transfers-In	$359,895
1111	340	Capital Roads Fund	3970000	Transfers-In	$470,000
1111	401	Sewer Utility Fund	3970000	Transfers-In	$53,856
1111	411	Temporary Sewer LID	3970000	Transfers-In	($118,116)
1111	412	LID Bond Reserve Fund	3970000	Transfers-In	$118,116
1111	501	Equipment Replacement Fund	3970000	Transfers-In	$136,000
1111	640	Assignment of Funds-Deposits in Lieu of Bond	3891000	Refundable Deposits	$166,066
1111	642	Retention	3892000	Retainage Deposits	$8,642
1111	650	Agency Funds-Transitory	3891000	Refundable Deposits	$1,827
1111	650	Agency Funds-Transitory	3893000	Agency Type Collections	$2,487
1111	650	Agency Funds-Transitory	3893000	Agency Type Collections	$3,583
1111	650	Agency Funds-Transitory	3893000	Agency Type Collections	$41,898
1111	001	Current Expense Fund	59700	Transfers-Out	$136,000
1111	001	Current Expense Fund	59700	Transfers-Out	$53,856
1111	001	Current Expense Fund	59700	Transfers-Out	$119,938
1111	001	Current Expense Fund	59414	Capital Expenditures/Expenses - Financial, Recording, and Election Services	$2,779
1111	001	Current Expense Fund	59418	Capital Expenditures/Expenses - Centralized/General Services	$252,422
1111	111	Traffic Impact Fee	59700	Transfers-Out	$150,000

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	130	Municipal Capital Reserver REET1	59700	Transfers-Out	$359,895
1111	130	Municipal Capital Reserver REET1	59700	Transfers-Out	$97,539
1111	132	Municipal Capital Reserver REET 2	59700	Transfers-Out	$250,000
1111	132	Municipal Capital Reserver REET 2	59700	Transfers-Out	$222,461
1111	201	Debt Service	59118	Debt Repayment - Centralized/General Services	$314,241
1111	201	Debt Service	59218	Interest and Other Debt Service Cost - Centralized/General Services	$68,163
1111	310	Capital Parks Fund	59476	Capital Expenditures/Expenses - Park Facilities	$145
1111	310	Capital Parks Fund	59476	Capital Expenditures/Expenses - Park Facilities	$1,339
1111	340	Capital Roads Fund	59135	Debt Repayment - Sewer/Reclaimed Water Utilities	$13,187
1111	340	Capital Roads Fund	59195	Debt Repayment - Roads/Streets and Other Infrastructure	$462
1111	340	Capital Roads Fund	59510	Capital Expenditures/Expenses - Engineering	$272,315
1111	340	Capital Roads Fund	59510	Capital Expenditures/Expenses - Engineering	$11,668
1111	340	Capital Roads Fund	59530	Capital Expenditures/Expenses - Roadway	$36,731
1111	340	Capital Roads Fund	59530	Capital Expenditures/Expenses - Roadway	$250
1111	340	Capital Roads Fund	59563	Capital Expenditures/Expenses - Street Lighting	$15,603
1111	340	Capital Roads Fund	59564	Capital Expenditures/Expenses - Traffic Control Devices	$118

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
1111	340	Capital Roads Fund	59569	Capital Expenditures/Expenses - Other Traffic and Pedestrian Services	$5,315
1111	401	Sewer Utility Fund	59700	Transfers-Out	$123
1111	410	Surface Water Utility Fund	59431	Capital Expenditures/Expenses - Storm Drainage Utilities	$27,914
1111	410	Surface Water Utility Fund	59700	Transfers-Out	$12,044
1111	411	Temporary Sewer LID	59135	Debt Repayment - Sewer/Reclaimed Water Utilities	$575,140
1111	411	Temporary Sewer LID	59135	Debt Repayment - Sewer/Reclaimed Water Utilities	$29,412
1111	411	Temporary Sewer LID	59235	Interest and Other Debt Service Cost - Sewer/Reclaimed Water Utilities	$1,618
1111	411	Temporary Sewer LID	59235	Interest and Other Debt Service Cost - Sewer/Reclaimed Water Utilities	$426,101
1111	501	Equipment Replacement Fund	59418	Capital Expenditures/Expenses - Centralized/General Services	$94,750
1111	501	Equipment Replacement Fund	59418	Capital Expenditures/Expenses - Centralized/General Services	$16,477
1111	640	Assignment of Funds-Deposits in Lieu of Bond	58910	Refund of Deposits	$81,117
1111	650	Agency Funds-Transitory	58910	Refund of Deposits	$2,487
1111	650	Agency Funds-Transitory	58910	Refund of Deposits	$3,583
1111	650	Agency Funds-Transitory	58910	Refund of Deposits	$41,898
1111	650	Agency Funds-Transitory	58910	Refund of Deposits	$1,237

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SCHEDULE SUMMARY OF BANK RECONCLIATION

For the Fiscal Year ended December 31, 2018

	FROM BANK STATEMENTS						FROM GL		FYE RECONCILING ITEMS			
Bank & Investment Account (1)	***Beginning Balance (2)***	***Cash Inflows (3)***	***Cash Outflows (4)***	***Ending Balance (5)***	***Non-reported cash inflows (6)***	***Non-reported cash outflows (7)***	***Reported increases without cash inflows (8)***	***Reported decreases without cash outflows (9)***	***EOY Positive Reconciling Items (Deposits in Transit) (10)***	***Prior Year Positive Reconciling Items (Deposits in Transit) (11)***	***EOY Negative Reconciling Items (Outstanding Items & Open Period) (12)***	***Prior Year Negative Reconciling Items (Outstanding Items & Open Period) (13)***
Treasurers Account	$ 5,971,200.57	$ 14,144,713.00	$ 8,063,210.25	$ 12,052,703.32					$ 46,791.30	$ 174.00	$ 650,167.59	$ 357,620.97
LGIP	$ 2,098,883.83	$ 40,325.30	$ -	$ 2,139,209.13								
Safekeeping	$ 998,353.26		$ 499,626.96	$ 498,726.30								
Petty Cash	$ 400.00			$ 400.00								
[account 5]												
[account 6]												
REOLVING FUNDS												
	$ 9,068,837.66	$ 14,185,038.30	$ 8,562,837.21	$ 14,691,038.75	$ -	$ -	$ -	$ -	$ 46,791.30	$ 174.00	$ 650,167.59	$ 357,620.97

SCHEDULE OF DISBURSEMENT ACTIVITY

For the Year Ending December 31, 2018

Fund No.	Fund Title	Beginning Outstanding Items 01/01/2018	Issued During the Year	Redeemed During the Year	Canceled During the Year	Ending Outstanding Items 12/31/2018	Prior Year Open Period Items	Current Year Open Period Items	Disbursements 12/31/2018
001	Current Expense Fund	$18,187	$5,336,555	$5,335,419	$0	$19,323	$125,707	$133,211	$5,344,059
101	Street Fund	$827	$172,574	$173,400	$0	$0	$40,665	$251,901	$383,810
201	Debt Service	$0	$662,904	$382,404	$0	$280,500	$280,500	$0	$382,404
310	Capital Parks Fund	$0	$1,339	$1,339	$0	$0	$0	$145	$1,484
340	Capital Roads Fund	$0	$338,511	$338,511	$0	$0	$0	$17,137	$355,648
401	Sewer Utility Fund	$0	$1,236	$1,236	$0	$0	$0	$2,172	$3,408
410	Surface Water Utility Fund	$0	$531,725	$531,725	$0	$0	$140,706	$215,760	$606,778
411	Temporary Sewer LID	$0	$38,643	$38,643	$0	$0	$0	$1,001,241	$1,039,884
501	Equipment Replacement Fund	$0	$104,587	$104,587	$0	$0	$0	$14,032	$118,619
640	Assignment of Funds-Deposits in Lieu of	$26,547	$81,117	$107,665	$0	$0	$0	$0	$81,117
642	Retention	$0	($8,642)	($8,048)	$0	($594)	$0	$0	($8,642)
650	Agency Funds-Transitory	$0	$51,629	$51,629	$0	$0	$9,957	$7,629	$49,301
TOTAL		**$45,561**	**$7,312,177**	**$7,058,509**	**$0**	**$299,230**	**$597,535**	**$1,643,227**	**$8,357,870**

City of Edgewood
Schedule of Liabilities
For the Year Ended December 31, 2018

Back to Agenda

ID. No.	Description	Due Date	Beginning Balance	Additions	Reductions	Ending Balance
General Obligation Debt/Liabilities						
251.11	2007 G.O. Bond	12/1/2026	3,084,301	-	314,240	2,770,061
263.81	2013 PWTF Loan (PC12-951-080)	6/1/2031	184,617	-	13,187	171,430
	Total General Obligation Debt/Liabilities:		**3,268,918**	**-**	**327,427**	**2,941,491**
Revenue and Other (non G.O.) Debt/Liabilities						
259.12	2015 Compensated Absences	12/31/2018	33,689	13,308	-	46,997
259.12	2015 Compensated Absences		13,348	5,335	-	18,683
264.30	Department of Retirement	12/31/2018	675,256	-	162,000	513,256
263.82	2008 PWTF Loan (PR08-951-083)	6/1/2028	323,529	-	29,412	294,117
	Total Revenue and Other (non G.O.) Debt/Liabilities:		**1,045,822**	**18,643**	**191,412**	**873,053**
Assessment Debt/Liabilities (with commitments)						
253.11	2014 Sewer Assement	11/24/2033	3,555,047	-	249,919	3,305,128
253.11	2014 Sewer Assement	11/24/2033	7,097,483	-	325,221	6,772,262
	Total Assessment Debt/Liabilities (with commitments):		**10,652,530**	**-**	**575,140**	**10,077,390**
	Total Liabilities:		**14,967,270**	**18,643**	**1,093,979**	**13,891,934**

MCAG NO. 1111

SCHEDULE 11

City of Edgewood

SCHEDULE OF CASH ACTIVITY

For the Year Ended December 31, 2018

Fund Number	Fund Title	Beginning Cash and Investments	Receipts	Transfers-In	Other Revenue	Netted Transactions
001	Current Expense Fund	$3,607,498.70	$6,018,614.34	$0.00	$0.00	$27,525.49
101	Street Fund	$246,074.20	$456,938.77	$250,000.00	$0.00	$692.00
110	Park Impact Fee	$1,329,334.38	$1,259,629.20	$0.00	$0.00	$0.00
111	Traffic Impact Fee	$1,212,078.39	$2,036,923.33	$0.00	$0.00	$0.00
130	Municipal Capital Reserver REET1	$204,548.52	$472,246.06	$0.00	$0.00	$0.00
132	Municipal Capital Reserver REET 2	$274,647.13	$472,245.29	$0.00	$0.00	$0.00
201	Debt Service	$29,239.47	$0.00	$492,000.00	$0.00	$0.00
310	Capital Parks Fund	$109,707.62	$0.00	$0.00	$0.00	$0.00
340	Capital Roads Fund	$30,944.72	$0.00	$470,000.00	$0.00	$0.00
341	Capital Roads - Meridian Ave Ph II	$250,000.00	$0.00	$0.00	$0.00	$0.00
350	Capital TIB Fund	$1,810.59	$0.00	$0.00	$0.00	$0.00
401	Sewer Utility Fund	$60,361.11	$56,374.08	$53,856.00	$0.00	$0.00
410	Surface Water Utility Fund	$145,403.16	$937,735.04	$0.00	$0.00	$0.00
411	Temporary Sewer LID	$609,099.73	$1,799,803.99	$0.00	$0.00	$2,500.00
412	LID Bond Reserve Fund	$354,348.00	$6,808.00	$118,116.00	$0.00	$0.00
501	Equipment Replacement Fund	$60,478.03	$19,023.40	$136,000.00	$0.00	$7,392.78
630	Transportation Benefit District	$0.02	$0.00	$0.00	$0.00	$0.00
640	Assignment of Funds-Deposits in Lieu of	$166,930.33	$166,066.22	$0.00	$0.00	$0.00
641	Fiduciary Deposits Fund	$0.00	$0.00	$0.00	$0.00	$0.00
642	Retention	$0.00	$0.00	$0.00	$0.00	($8,642.09)
650	Agency Funds-Transitory	$735.77	$49,890.97	$0.00	$0.00	$96.49
TOTAL		**$8,693,239.87**	**$13,752,298.69**	**$1,519,972.00**	**$0.00**	**$29,564.67**

Total Increase (4+5+6-7)	Disbursements	Transfers-Out	Other Expenditures	Total Decrease (9+10+11-7)	Ending Cash & Investments (3+8-12)
$5,991,088.85	$5,344,059.47	$309,794.00	($667,696.37)	$4,958,631.61	$4,639,955.94
$706,246.77	$383,809.63	$0.00	$240,567.07	$623,684.70	$328,636.27
$1,259,629.20	$0.00	$0.00	$0.00	$0.00	$2,588,963.58
$2,036,923.33	$0.00	$150,000.00	$0.00	$150,000.00	$3,099,001.72
$472,246.06	$0.00	$457,434.00	$0.00	$457,434.00	$219,360.58
$472,245.29	$0.00	$472,461.00	$0.00	$472,461.00	$274,431.42
$492,000.00	$382,403.85	$0.00	$0.00	$382,403.85	$138,835.62
$0.00	$1,483.65	$0.00	$0.00	$1,483.65	$108,223.97
$470,000.00	$355,647.95	$0.00	$0.00	$355,647.95	$145,296.77
$0.00	$0.00	$0.00	$0.00	$0.00	$250,000.00
$0.00	$0.00	$0.00	$0.00	$0.00	$1,810.59
$110,230.08	$3,407.69	$123.00	$0.00	$3,530.69	$167,060.50
$937,735.04	$606,778.20	$12,044.00	$427,129.30	$1,045,951.50	$37,186.70
$1,797,303.99	$1,039,883.96	$0.00	$118,116.00	$1,155,499.96	$1,250,903.76
$124,924.00	$0.00	$0.00	$0.00	$0.00	$479,272.00
$147,630.62	$118,619.49	$0.00	$0.00	$111,226.71	$96,881.94
$0.00	$0.00	$0.00	$0.00	$0.00	$0.02
$166,066.22	$81,117.34	$0.00	$0.00	$81,117.34	$251,879.21
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$8,642.09	($8,642.09)	$0.00	$0.00	$0.00	$8,642.09
$49,794.48	$49,300.91	$0.00	$0.00	$49,204.42	$1,325.83
$15,242,706.02	**$8,357,870.05**	**$1,401,856.00**	**$118,116.00**	**$9,848,277.38**	**$14,087,668.51**

City of Edgewood

SCHEDULE OF STATE FINANCIAL ASSISTANCE (unaudited)

For Fiscal Year ended December 31, 2018

Grantor	Program Title	Identificaton Number	Amount
State Grant from Department of Ecology			
	Stormwater Capacity Grant	WQSWCAP-1719-EDGECD-00128	50,000
		Sub-total:	**50,000**
		Grand total:	**50,000**

Report based on unaudited annual report submissions as of 5/30/2019

MCAG 1111 **Schedule 17**

City of Edgewood

LIMITATION ON PUBLIC WORKS PROJECTS PERFORMED BY PUBLIC EMPLOYEES

For the Year Ended December 31, 2018

Total current public work construction budget as amended (annual or biennial as applicable)	1,774,656
Allowable portion of total public works (10 percent of line 1)	177465.6
Less: Amount (if any) in excess of permitted amount from prior budget period.	0
Total allowable public works (line 2 minus line 3)	177465.6
Total public works projects performed by public emploiyees during the current year (include work performed by a county)	0
If this is the second year of a biennial budget, total publci works projects performed by public employees during the first year of biennium	0
Restricted under (over) allowable (line 4 minus line 5 minus line 6)	177465.6

NOTE: If the restricted amount is over allowable, this amount must be carried forward to the next budget period report.

MCAG NO. 1111 **City of Edgewood** **Schedule 19**
(City/County/District)

Labor Relations Consultant(S)
For the Year Ended December 31, 2018

Has your government engaged labor relations consultants? ___ Yes X No

If yes, please provide the following information for each consultant:

Name of firm:
Name of consultant:
Business address:
Amount paid to consultant during fiscal year:
Terms and conditions, as applicable, including: Rates (e.g., hourly, etc.) Maximum compensation allowed Duration of services Services provided

Schedule 21

LOCAL GOVERNMENT RISK-ASSUMPTION
For the Year Ended December 31, 20__

1. __no__ Does the entity self-insure for any class of risk, including liability, property, health and welfare, unemployment compensation, workers' compensation? (yes/no)

   If NO, STOP, you do not need to complete the rest of this Schedule.

   If YES, continue below.

   a. Which class of risk does the entity self-insure? Check all that apply.

      i. _____ Liability

      ii. _____ Property

      iii. _____ Health and Welfare (medical, vision, dental, prescription)

      iv. _____ Unemployment Compensation

      v. _____ Workers' Compensation

      vi. _____ Other - please describe: _____

   b. _____ Does the entity self-insure as an individual program? (yes/no)

      i. _____If answered YES, does the entity allow another separate legal entity into its self-insurance program(s)? (yes/no) For example, employees of a different organization participate in a health and welfare program of a city.

      If so, list the entity or entities: _____

   c. _____ Does the entity self-insure as a joint program? (yes/no)

_____ If answered YES, list the other member(s): _____

2. _____ Does the entity administer its own claims? (yes/no)
3. _____ Does the entity contract with a third party administrator for claims administration? (yes/no)
4. _____ Did the entity receive a claims audit in the last three years, regardless of who administered the claims? (yes/no)
5. _____ Were the program's revenues sufficient to cover the program's expenses? (yes/no)
6. _____ Did the program use an actuary to determine its liabilities? (yes/no)

EXAMPLE

Description of Risk Type	Number of claims received during the period	Number of claims paid during the period	Total amount of claims paid during the period
Liability (automobile)	354	279	$104,366

Description of Risk Type	Number of claims received during the period	Number of claims paid during the period	Total amount of claims paid during the period

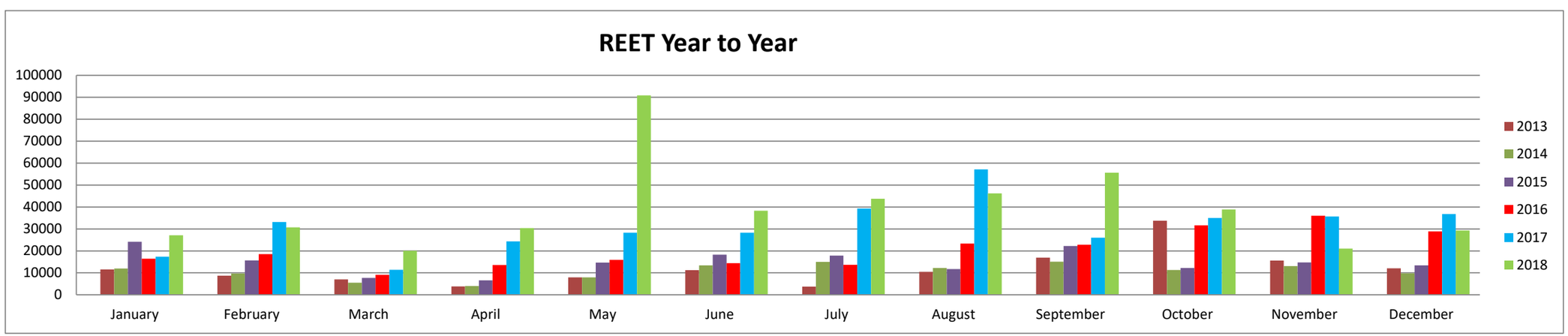
Monthly Real Estate Excise Tax Collection Year Over Year

Fund 130 REET1 (first 1/4% tax)

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budget	Difference over/(under)	% Of Budget
2013	11,527.68	8,675.45	7,008.68	3,842.94	7,929.18	11,231.02	3,764.62	10,486.56	16,939.44	33,788.59	15,568.11	12,033.60	142,795.87	68,040.00	74,755.87	
2014	11,973.31	9,737.53	5,475.83	3,970.51	7,924.40	13,397.90	14,983.26	12,198.79	15,071.28	11,312.81	13,081.10	9,752.18	128,878.90	110,000.00	18,878.90	117.2%
2015	24,188.60	15,702.03	7,665.08	6,624.84	14,684.31	18,276.73	17,843.02	11,711.70	22,206.78	12,253.70	14,710.45	13,372.36	179,239.60	135,754.00	43,485.60	132.0%
2016	16,415.33	18,502.44	9,150.40	13,576.76	15,946.25	14,422.93	13,625.36	23,292.45	22,826.37	31,672.21	35,999.98	28,900.43	244,330.90	175,858.00	68,472.90	138.9%
2017	17,392.69	33,187.90	11,371.24	24,376.17	28,297.88	28,249.01	39,324.62	57,142.59	26,054.17	35,036.39	35,713.80	36,743.79	372,890.25	250,000.00	122,890.25	149.2%
2018	27,109.36	30,770.42	20,047.27	30,412.08	90,854.00	38,299.49	43,738.33	46,177.12	55,613.62	38,865.88	21,085.05	29,273.44	472,246.06	340,000.00	132,246.06	138.9%
															YTD Budget %	100.0%

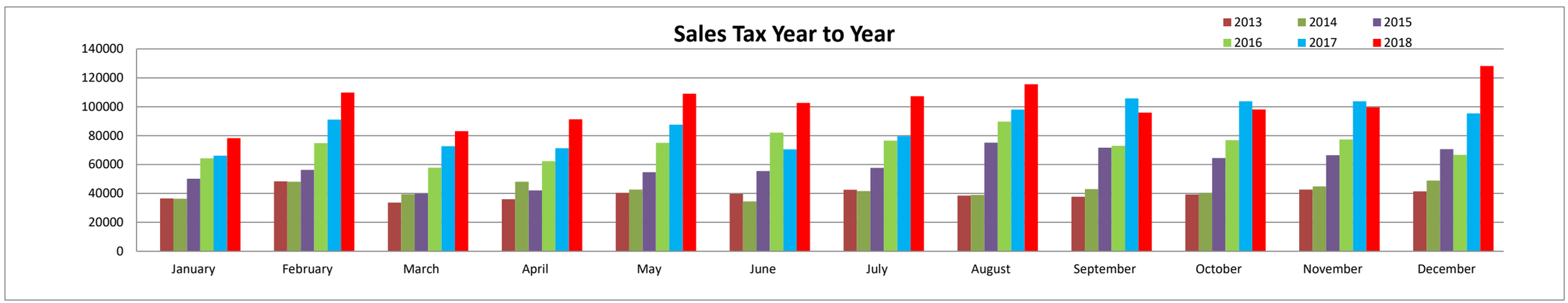
Fund 132 REET2 (second 1/4% tax)

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budget	Difference over/(under)	
2013	11,527.67	8,675.43	7,008.63	3,842.92	7,929.16	11,230.99	3,764.60	10,486.56	16,939.41	33,788.56	14,979.31	12,033.60	142,206.84	68,040.00	74,166.84	
2014	11,973.29	9,737.50	5,475.82	3,970.50	7,924.36	13,397.89	14,983.24	12,198.79	15,071.28	11,312.78	13,081.08	9,752.17	128,878.70	110,000.00	18,878.70	117.2%
2015	24,188.57	15,702.00	7,665.07	6,624.82	14,684.28	18,276.73	17,843.02	11,711.70	22,206.78	12,253.70	14,710.45	13,372.36	179,239.48	135,754.00	43,485.48	132.0%
2016	16,415.33	18,502.44	9,150.36	13,576.76	15,946.25	14,422.93	13,625.36	23,292.45	22,721.36	31,672.20	35,999.38	28,901.03	244,225.85	175,858.00	68,367.85	138.9%
2017	17,392.68	33,187.88	11,371.21	24,376.16	28,297.88	28,248.97	39,324.62	57,142.55	26,054.14	35,036.39	35,713.80	36,743.79	372,890.07	250,000.00	122,890.07	149.2%
2018	27,109.36	30,770.42	20,047.27	30,412.08	90,854.00	38,299.41	43,738.20	46,177.04	55,613.56	38,865.75	21,085.03	29,273.17	472,245.29	340,000.00	132,245.29	138.9%
															YTD Budget %	100.0%



Monthly Sales Tax Collection

	January	February	March	April	May	June	July	**August**	September	October	November	December	Total	Budget	Year-To-Date Difference over/(under)	% Of Budget
2013	36,619.83	48,318.47	33,738.57	36,008.24	40,433.64	39,720.30	42,620.79	38,496.81	37,711.12	39,294.29	42,645.88	41,454.06	477,062.00	486,000.00	(8,938.00)	98.2%
2014	36,391.84	48,129.62	39,465.12	48,148.24	42,678.78	34,512.65	41,699.06	38,964.97	42,994.87	40,412.78	44,930.42	48,929.86	507,258.21	438,000.00	69,258.21	115.8%
2015	50,255.78	56,309.51	39,937.04	42,167.44	54,660.08	55,558.39	57,665.95	75,155.12	71,676.29	64,555.12	66,491.14	70,633.76	705,065.62	506,116.00	198,949.62	139.3%
2016	64,263.55	74,801.64	57,823.65	62,355.17	75,050.54	82,141.62	76,554.81	89,737.40	72,994.04	76,928.27	77,302.89	66,673.85	876,627.43	800,000.00	76,627.43	109.6%
2017	66,151.15	91,055.90	72,773.93	71,353.92	87,680.73	70,502.33	79,678.67	98,000.11	105,720.13	103,810.28	103,780.63	95,330.41	1,045,838.19	875,000.00	170,838.19	119.5%
2018	78,223.69	109,763.16	83,161.61	91,373.55	109,051.96	102,617.46	107,256.98	115,601.97	95,899.55	98,086.87	99,634.93	128,126.39	1,218,798.12	993,000.00	225,798.12	122.7%
															Budgeted %	100.0%



City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: 2019 Budget Amendment No. 1		**Agenda Bill #:**	**AB19-0551**
		For Agenda of:	**July 9, 2019**
		Prepared by:	**Dave Gray**
ATTACHMENTS (list): ☒ Ordinance No. 19-0551, 2019 Budget Amendment No. 1 ☒ 2019 Salary Schedule Budget Amendment No. 1			
Review of Materials:			
Mayor, Daryl Eidinger	☒	**Expenditure Required:**	$0
Asst. City Administrator, Dave Gray	☒	**Amount Budgeted:**	$0
City Attorney	☐	**Appropriation Required:**	$0
City Clerk, Rachel Pitzel	☒	**Timeline:** ~~July 2: Study Session Discussion~~ July 9: RCM Action	
Community Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☐		
Police Chief, Micah Lundborg	☐		

Fiscal Note/Consideration: N/A Housekeeping to update the Salary Schedule for two new potential positions.

SUMMARY STATEMENT:

2019 Budget Amendment No. 1 is a housekeeping Ordinance. The Salary Schedule is required as an Exhibit to the Annual Budget Ordinance. Amending the schedule requires a Budget Amendment. This Ordinance simply adds the Information Technology Manager and City Attorney positions to the Salary Schedule. The Mayor sets the level of staffing in each authorized position as part of the budget process when producing the proposed budget to Council. It is normal and customary that not all positions on the salary schedule are filled on any given year, or that more than one FTE for a particular position may be funded. Without the position called out on the Salary Schedule, the Mayor is not able to fulfill his executive role by staffing the City to accomplish mandated or necessary city functions.

The City enjoyed the services of an in-house City Attorney since October 2018, where such services were previously provided through a personal services contract, part-time. The City wishes to continue utilizing an in-house City Attorney as an employee, and would like to hire a replacement without the need for an employment agreement. Adding the City Attorney to the Salary Schedule will allow the Mayor to appoint the position, similar to the City Clerk, without the need for an employment agreement.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A

RECOMMENDED ACTION: MOTION to amend the budget Exhibit A Salary Schedule for the 2019 Fiscal Year.

ORDINANCE NO. 19-0551

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AMENDING THE BUDGET EXHIBIT A SALARY SCHEDULE FOR THE 2019 FISCAL YEAR, 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 2019 Budget in Ordinance No. 18-0539; and

WHEREAS, the City Council desires to amend the 2019 Budget Exhibit A Salary Schedule to reflect the addition of an Information Technology Manager and a City Attorney staff position; and

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

Section 1. Amending the 2019 Salary Schedule. The 2019 Salary Schedule approved with Ordinance 18-0539 is amended to add the Information Technology Manager and City Attorney positions, attached as Exhibit A.

Section 2. Direction to Staff: Staff is hereby authorized and instructed to make the necessary changes to the printed form of the 2019 Budget Exhibit A Salary Schedule to reflect the above amendments.

Section 3. 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 4. 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 5. 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 6. 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.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD THIS 9TH DAY OF JULY, 2019.

_____
Mayor, Daryl Eidinger

Attest/Authenticated:

_____
City Clerk, Rachel Pitzel, CMC

Approved As To Form:

_____
Interim City Attorney Ann Marie J. Soto

Date of Publication: *July 11, 2019*
Effective Date: *July16, 2019*

EXHIBIT "A"

2019

CITY OF EDGEWOOD

SALARY RANGE PLAN

ORDINANCE 19-0xxx 2019 BUDGET AMENDMENT

Budget Amendment No 1 (add IT Manager & City Attorney)

FULL TIME CLASSIFICATIONS:		2019 Monthly Wage Range				
	Job Title	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
FT-19-01	Administrative Assistant	$4,122	$4,263	$4,403	$4,544	$4,684
FT-19-02	Communications Coordinator/Deputy Clerk	$4,739	$4,900	$5,062	$5,224	$5,385
FT-19-02	Permit Coordinator	$4,739	$4,900	$5,062	$5,224	$5,385
FT-19-02	Public Works Maintenance Tech	$4,739	$4,900	$5,062	$5,224	$5,385
FT-19-02	Accounting Tech	$4,739	$4,900	$5,062	$5,224	$5,385
FT-19-03	Public Works Maintenance Tech II	$4,941	$5,109	$5,277	$5,446	$5,614
FT-19-04	Planning Technician	$5,171	$5,347	$5,524	$5,700	$5,876
FT-19-05	ROW Inspector	$5,171	$5,347	$5,524	$5,700	$5,876
FT-19-06	Engineering Tech	$5,611	$5,802	$5,994	$6,185	$6,376
FT-19-07	Associate Planner	$5,780	$5,978	$6,175	$6,372	$6,569
FT-19-07	Code Compliance Specialist	$5,780	$5,978	$6,175	$6,372	$6,569
FT-19-08	Associate Engineer	$6,238	$6,450	$6,663	$6,876	$7,088
FT-19-08	Combination Inspector	$6,238	$6,450	$6,663	$6,876	$7,088
FT-19-09	Information Technology Manager	$6,729	$6,959	$7,188	$7,418	$7,647
FT-19-09	Accounting Manager	$6,729	$6,959	$7,188	$7,418	$7,647
FT-19-09	Office Manager	$6,729	$6,959	$7,188	$7,418	$7,647
FT-19-09	Building Inspector/Plans Examiner	$6,729	$6,959	$7,188	$7,418	$7,647
FT-19-10	Senior Planner	$6,974	$7,212	$7,450	$7,687	$7,925
FT-19-11	Building Official	$7,783	$8,048	$8,313	$8,579	$8,844
FT-19-12	Senior Engineer	$7,916	$8,186	$8,456	$8,725	$8,995
FT-19-13	Public Works Superintendent	$8,109	$8,386	$8,662	$8,939	$9,215
FT-19-14	City Clerk/ HR Director	$8,764	$9,063	$9,361	$9,660	$9,959
FT-19-14	Public Works Director,PE	$8,764	$9,063	$9,361	$9,660	$9,959
FT-19-14	Community & Economic Development Director	$8,764	$9,063	$9,361	$9,660	$9,959
FT-19-14	Finance Director	$8,764	$9,063	$9,361	$9,660	$9,959
FT-19-15	City Attorney	$9,523	$9,847	$10,172	$10,497	$10,821
FT-19-15	Assistant City Administrator	$9,523	$9,847	$10,172	$10,497	$10,821

All Steps are 3% lower than the higher step. All Comparables are at step 5 (AWC averages are step 5).

All Hourly Compensation Rates are based upon the Monthly Rate Divided by 173.33 Hours.

City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: Sign Code Ordinance	**Agenda Item #:**	**AB19-0552**
	For Agenda of:	**July 9, 2019**
	Prepared by:	**Darren Groth**

ATTACHMENTS (list): ☒ Ordinance No. 19-0552 Public Hearing, as amended per comments

Approval of Materials:			
Mayor, Daryl Eidinger	☐	**Expenditure Required:**	$0
Asst. City Administrator, Dave Gray	☐	**Amount Budgeted:**	$0
City Attorney	☐	**Appropriation Required:**	$0
City Clerk, Rachel Pitzel	☐	**Timeline:** ~~June 18: Intro Study Session~~	
Community Development Director, Darren Groth	☒	~~June 25: Public Hearing~~	
Public Works, Jeremy Metzler	☐	~~July 2: Study Session~~	
Police Chief, Micah Lundborg	☐	July 9: Final Action	

Fiscal Note/Consideration: N/A

SUMMARY STATEMENT:

During multiple meetings, the Planning Commission discussed and guided staff on a possible revised sign code. On March 11, 2019, the Planning Commission gave staff their direction on a couple of items and asked the final draft version to be presented during the Planning Commission's April meeting. The drafted code is a model ordinance that has been used in various other municipalities. The Edgewood Municipal Code (EMC) does not currently regulate signage like the model code, which is easier to read and includes pictures and tables for quick reference.

Since meeting with the Planning Commission in April, staff conducted a SEPA review, shared the draft with the Department of Commerce, and posted notice of the hearing. The Planning Commission's May meeting was cancelled; however, the Commission did take action during their June meeting and forwarded their recommendation to City Council.

On June 18, 2019, City Council held a study session discussion on the sign code draft recommended from the Planning Commission. The Council's discussion resulted in a couple of items that need revision. On June 25, 2019, City Council conducted a public hearing on this proposed amendment to the Edgewood Municipal Code (EMC). The draft amendment presented at the public hearing was the same draft forwarded from the Planning Commission, since this draft was the one made available to the public when the hearing was announced. This agenda item for the July 2, 2019 study session includes the modifications requested through the public hearing process, as summarized below:

1. Clarification for the allowance of digital signs. For this item, no code language was modified. Instead, this issue is included to clarify that a digital sign is allowed in all zoning districts in the manner in which this technology can be applied to the sign types otherwise allowed in the sign code. Digital signs are not a separately allowed sign type and this sign type in TC, C, MUR, BP, I, and P zoning districts have additional specific conditions. The allowance for a digital sign in a residential zoning district is limited to parcels greater than two (2) acres and only one sign is allowed per parcel. These sign types will not typically advertise for home businesses because the Home Occupation Certificate does not enable signage. Other uses, e.g., a church, school, or daycare, that are permitted in residentially zoned districts would be able to erect a digital sign, as proposed and vetted by the Planning Commission.

2. The nit allowance for Electronic Message Center Signs (EMCS) was revised to 50 nits in order to meet the same allowance for other digital signs. The nit, as you may recall, is a term used to measure luminance.
3. Figure numbers and any corresponding references were updated.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:

On June 11, 2019, the Planning Commission recommended APPROVAL, as presented in the City staff report of the proposed changes to the EMC pertaining to the sign code.

RECOMMENDED ACTION:

A MOTION to adopt a new sign code, identifying exemptions, prohibited signs, definitions, requiring sign permits for certain signs, establishing a procedure for processing of sign permits, sign variances and exceptions, identifying the sign types, establishing regulations which limit the sign types to certain zones, limiting the height, setbacks, area and other dimensional standards for signs, requiring maintenance of signs, describing nonconforming signs and providing for enforcement, repealing section 18.90.160 and adding a new chapter 18.97 to the Edgewood Municipal Code.

ORDINANCE NO. 19-0552

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, RELATING TO LAND USE AND ZONING, REPEALING ALL EXISTING DEVELOPMENT REGULATIONS RELATING TO SIGNS, ADOPTING A NEW SIGN CODE, IDENTIFYING EXEMPTIONS, PROHIBITED SIGNS, DEFINITIONS, REQUIRING SIGN PERMITS FOR CERTAIN SIGNS, ESTABLISHING A PROCEDURE FOR PROCESSING OF SIGN PERMITS, SIGN VARIANCES AND EXCEPTIONS, IDENTIFYING THE SIGN TYPES, ESTABLISHING REGULATIONS WHICH LIMIT THE SIGN TYPES TO CERTAIN ZONES, LIMITING THE HEIGHT, SETBACKS, AREA AND OTHER DIMENSIONAL STANDARDS FOR SIGNS, REQUIRING MAINTENANCE OF SIGNS, DESCRIBING NONCONFORMING SIGNS AND PROVIDING FOR ENFORCEMENT, REPEALING SECTION 18.90.160 AND ADDING A NEW CHAPTER 18.97 TO THE EDGEWOOD MUNICIPAL CODE (EMC).

WHEREAS, in the City's existing Sign Code in Edgewood Municipal Code Section 18.90.160, the types of signs that are allowed in various zones are defined by reading the sign (*i.e.*, "construction project signs" and "business" signs are allowed in single-family and mixed residential zones, and subjected the different types of signs to different restrictions); and

WHEREAS, the U.S. Supreme Court held, in *Reed v. Town of Gilbert,*[1] that content-based laws (those that target speech based on the communicative content) are presumptively unconstitutional; and

WHEREAS, in *Reed*, the U.S. Supreme Court held that a Town's sign code, which subjected ideological signs to certain restrictions, subjected political signs to greater restrictions and subjected temporary directional signs relating to events to even greater restrictions, violated free speech guarantees, even if the Town had a compelling governmental interest in preserving the Town's aesthetic appeal and traffic safety; and

WHEREAS, the City of Edgewood seeks to adopt a content-neutral sign code, consistent with *Reed* and other relevant court cases; and

WHEREAS, the City's Responsible Official has determined that this Ordinance is categorically exempt from SEPA under WAC 197-11-800(19); and

WHEREAS, the City sent a draft of this Ordinance to the Washington State Department of Commerce, as required by RCW 36.70A.106; and

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[1] 135 S.Ct. 2218, 192 L.Ed.2d 236 (2015).

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on May 13, 2019, and sent its recommendation to the City Council; and

WHEREAS, City Council considered this Ordinance during its June 18, 2019 study session; and

WHEREAS, City Council held a public hearing on this Ordinance on June 25, 2019; and

WHEREAS, City Council discussed this Ordinance during its July 2, 2019 study session; and

WHEREAS, City Council considered this Ordinance during its regular City Council meeting of July 9, 2019;

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

Section 1. The City Council does hereby repeal Section 18.90.160 of the Edgewood Municipal Code.

Section 2. The City Council hereby adopts a new Chapter 18.97 to the Edgewood Municipal Code, entitled the "Sign Code." This new Chapter 18.97 is attached hereto as Exhibit A, and is incorporated herein by this reference.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional or unlawful 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 4. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 5. Effective Date. This Ordinance shall take effect and be in full force and effect five days after publication, as provided by law.

ADOPTED THIS 9th day of July, 2019.

_____
Daryl Eidinger, Mayor

ATTEST:

_____
Rachel Pitzel, City Clerk

APPROVED AS TO FORM:

_____

City Attorney

Exhibit A

CHAPTER 18.97
SIGN CODE

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18.97.030 Exemptions.
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18.97.300 Definitions.

18.97.010 Intent and Purpose.

A. Intent. Signs have a strong visual impact on the character and quality of the community. As a prominent part of the scenery, they attract or repel the viewing public, affect the safety of vehicular traffic, and their suitability or appropriateness helps to set the tone for the neighborhood. The City relies upon its scenery and physical beauty to attract commerce, aesthetic considerations assume economic value. It is the intent of the City, through this Chapter, to protect and enhance the City's historic and residential character and its economic base through the provision of appropriate and aesthetic signage. In addition, it is the intent of the City to limit the size, type and location of signs in order to minimize their distracting effect on drivers and thereby improve traffic safety.

B. Purpose. The purpose of this Chapter is to promote the public health, safety and welfare through a comprehensive system of reasonable, effective, consistent, content-neutral and nondiscriminatory sign standards and requirements. This Chapter has also been adopted to:

1. Promote and accomplish the goals, policies and objectives of the City's Comprehensive Plan and the Edgewood Municipal Code (EMC), specifically EMC Title 18 – Development Standards;

2. To provide minimum standards in order to safeguard life, health, property and public welfare, and promote traffic safety by controlling the design, quality of materials, construction, illumination, size, location and maintenance of sign and sign structures;

3. Recognize free speech rights by regulating signs in a content-neutral manner;

4. Promote the free flow of traffic and protect pedestrians and motorists from injury and property damage caused by, or which may be fully or partially attributable to, cluttered, distracting, or illegible signage;

5. Protect the beauty of the City's built environment by encouraging signs that are compatible with the architectural style, characteristics, and scale of the building to which it may be attached, and to encourage signs that are compatible with adjacent buildings and businesses;

6. Protect property values, the local economy, and the quality of life by preserving and enhancing the appearance of the streetscape;

7. Provide consistent sign design standards;

8. Encourage creative and innovative approaches to signage, and signs that are of a quality design, pleasing in appearance and are appropriate in size, materials and illumination to the surrounding neighborhood;

9. Provide an improved visual environment for the citizens of and visitors to the City;

10. Adopt clear, understandable regulations which enable the fair and consistent enforcement of this Chapter; and

11. Address emerging trends in digital and electronic sign technologies and provide regulations that facilitate the use of such technologies while ensuring for the protection of motorists and pedestrians from the hazards of glare, startling bursts of light, and use of virtual movement and animation intended to attract driver attention, hold driver gaze, or otherwise distract drivers from the safe operation of their vehicles. Protect neighborhoods, surrounding development, and the night sky from the nuisance factors associated with such glare, movement, and animation of digital and electronic signs.

18.97.020 Applicability and Interpretations.

A. This Chapter applies to all signs, as defined in EMC Section 18.97.300 – Definitions, within the City that are visible or audible from any street, sidewalk, or public place, regardless of the type or nature.

B. This Chapter is not intended to, and shall not be interpreted to, restrict speech on the basis of its content, viewpoint, or message. Any classification of signs in this Chapter which purports to permit speech by reason of the type of sign, identity of the sign user or otherwise, shall be interpreted to allow commercial or non-commercial speech on the sign. No part of this Chapter shall be construed to favor commercial speech over non-commercial speech. To the extent that any provision of this Chapter is ambiguous, the term shall be interpreted not to regulate speech on the basis of the content of the message.

C. Nothing in this Chapter shall be construed to prohibit a person from holding a sign while picketing or protesting on public property that has been determined to be a traditional or designated public forum, e.g., a sidewalk or park, so long as the person holding the sign does not block ingress and egress from buildings; create a safety hazard by impeding travel on sidewalks, in bike or vehicle lanes, or on trails; or violate any other reasonable time, place, and manner restrictions adopted by the City. (See EMC Section 18.97.230 – Sign Walkers.)

18.97.030 Exemptions. The following signs or activities relating to signs are not subject to the permitting requirements of this Chapter, as long as they meet the standards set forth below.

A. Changes to the face or copy of changeable copy signs, Digital Signs, or EMCS, provided such changes do not change the material, appearance, size, or dimensions of the sign as originally permitted by the City.

B. The normal repair and maintenance of conforming or legal nonconforming signs.

C. Temporary signs meeting the requirements in EMC Section 18.97.240 – Temporary Signs.

D. Building Identification Signs that meet one or more of the following four criteria:

1. Signs not exceeding one (1) square foot in area for residential buildings, or not exceeding two (2) square feet in area for nonresidential buildings.

2. Business name and address signs on an entry door that do not exceed two (2) square feet in area.

3. Certain stone or cement plaques and cornerstones with engraved or cast text or symbols that are permanently embedded in the building's foundation or masonry siding materials, provided that none of these exceed four (4) square feet in area.

4. Other building identification signs meeting these requirements as required pursuant to the City's Building Code (EMC Title 15 – Buildings and Construction) or Zoning Code (EMC Title 18 – Development Standards), Public Works Standards, or any other City or State code, ordinance, or regulation.

E. Governmental signs. Signs installed by the City, County, or a federal or State governmental agency for the protection of the public health, safety, and general welfare, including, but not limited to, the following:

1. Emergency and warning signs necessary for public safety or civil defense;

2. Traffic or wayfinding signs erected and maintained by an authorized public agency;

3. Signs required to be displayed by law;

4. Signs showing the location of public facilities; and

5. Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety, and general welfare.

F. Flags. Any flags, provided that they conform to all provisions of this Chapter for signs.

G. Interior signs. Signs or displays located entirely inside of a building and located at least three (3) feet away from transparent doors and windows.

H. Non-discernable signs. Signs and associated sign support structures that are not visible, odorous, or audible beyond the boundaries of the lot or parcel upon which they are located, or from any public right-of-way.

I. Vehicle Signs. Any sign on a vehicle not prohibited by EMC Section 18.97.040(I) and placed in accordance with EMC Section 18.97.070(B).

J. Temporary signs in windows. Any temporary sign taped or otherwise affixed to the inside of a window, in such a manner as to be easily removed, provided that the total area of such sign in any one window does not exceed the size limitations in EMC Section 18.97.250 – Window Signs and EMC Section 18.97.240 – Temporary Signs.

K. Bench signs. Any outdoor bench or furniture with any signs, other than plaques, that do not exceed one (1) square foot in area.

L. Private signs. Privately-maintained traffic control signs in a subdivision with private roads or privately-maintained traffic control signs in a private parking lot.

Section 18.97.040 Prohibited Signs. No person shall erect, alter, maintain, or relocate any of the following signs in the City.

A. *Animated signs*. Rotating or revolving signs, or signs where all or a portion of the sign moves in some manner. This includes any sign animated by any means, including fixed aerial displays, balloons, pennants, spinners, propellers, whirling, or similar devices designed to flutter, rotate or display other movement under the influence of the wind, including flag canopies not otherwise allowed in EMC Section 18.97.150 – Awning or Canopy Signs, streamers, tubes, or other devices affected by the movement of air or other atmospheric or mechanical means. This does not include historic signs and historic replica signs where the applicant is able to prove, through documentation or other evidence, that the original historic sign produced the same motion or movement and is proposed in the same location.

B. *Rotating signs*. Any sign in which the sign body or any portion rotates, moves up and down, or any other type of action involving a change in position of the sign body or any portion of the sign, whether by mechanical or any other means.

C. *Nuisance signs*. Any signs which emits smoke, visible particles, odors or sound, except that speakers in drive-through facilities shall be permitted in accordance with any other applicable restrictions contained within the EMC.

D. *Bench or furniture signs*. Any sign on a bench or other furniture that is greater than one (1) square foot in area.

E. *Flashing signs or lights*. A sign that contains an intermittent or flashing light source, or a sign that includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Flashing light sources are prohibited. Signs with an exposed light source, exceeding the equivalent of 25-watts per lamp, including clear light bulbs which do not flash on a theater marquee except for neon incorporated into the design of the sign, are also prohibited. EMCS and Digital Signs are allowed under the provisions of EMC Sections 18.97.110 – Digital Signs and EMC Section 18.97.120 – EMCS.

F. *Hazardous signs*. Any sign that constitutes a traffic hazard or detriment to traffic safety by reason of its size, location, movement, or method of illumination, or by obstructing the vision of drivers, or by distracting from the visibility of an official traffic control device by diverting or tending to divert the attention of drivers or moving vehicles from traffic movements on streets, roads, intersections, or access facilities. No sign shall be erected so that it obstructs the vision of pedestrians or by glare or method of illumination constitutes a hazard to pedestrians or traffic. No sign may interfere with, mislead, or confuse traffic.

G. *Impeding Signs*. Any sign that impedes free ingress and egress from any door, window, or exit way required by building and fire regulations.

H. *Permanent signs or signs posted or carried on portable, non-motorized or motorized wheeled vehicles that are placed on vacant lots, parcels, or easements*. Any permanent sign

located on a vacant lot, parcel, or easement. Signs may only be established as an accessory use to a principally permitted use and may not be the principal use of a lot, parcel, or easement.

I. *Certain Movable Signs*. Portable, non-motorized wheeled vehicles or motorized, wheeled vehicles containing or carrying signs that are: (1) for the primary purpose of advertising; (2) not permanently affixed (painted directly on the body of the vehicle or applied as a decal); (3) that extend beyond the overall length, width or height of the vehicle; and (4) parked on any public street within City limits.

J. *Abandoned signs*. Any sign that meets the definition of "Abandoned sign" in EMC Section 18.97.300.

K. *Support Signs*. Any sign tacked, painted, burned, cut, pasted, or otherwise affixed to utility poles, fences, poles, trees, rocks, posts, ladders, or similar supports visible from public rights-of-way.

L. *Off-site controlled signs*. Any sign that is programmed or controlled off-site.

M. *Roof mounted signs*. A sign mounted on, and supported by, the main roof portion of a building, or above the uppermost edge of a parapet wall of a building and that is wholly or partially supported by such a building.

N. Except as permitted with a City street-use-permit or otherwise specifically authorized in this Chapter, signs may not be placed within, on, or projecting over a City right-of-way or within, on, or over other City property.

Section 18.97.050 Sign illumination.

A. General. No temporary sign may be illuminated. No sign located in a residential zone may be illuminated, except that on parcels two (2) acres in size or greater, signs may be halo illuminated or illuminated as necessary for allowable Digital Signs. Permanent signs allowed by this Chapter may be non-illuminated, or illuminated by internal light fixtures, halo illuminated, or have external indirect illumination, unless otherwise specified. All illuminated signs shall comply with the time limitations of Subsection 18.97.050(D) below.

B. Externally illuminated signs.

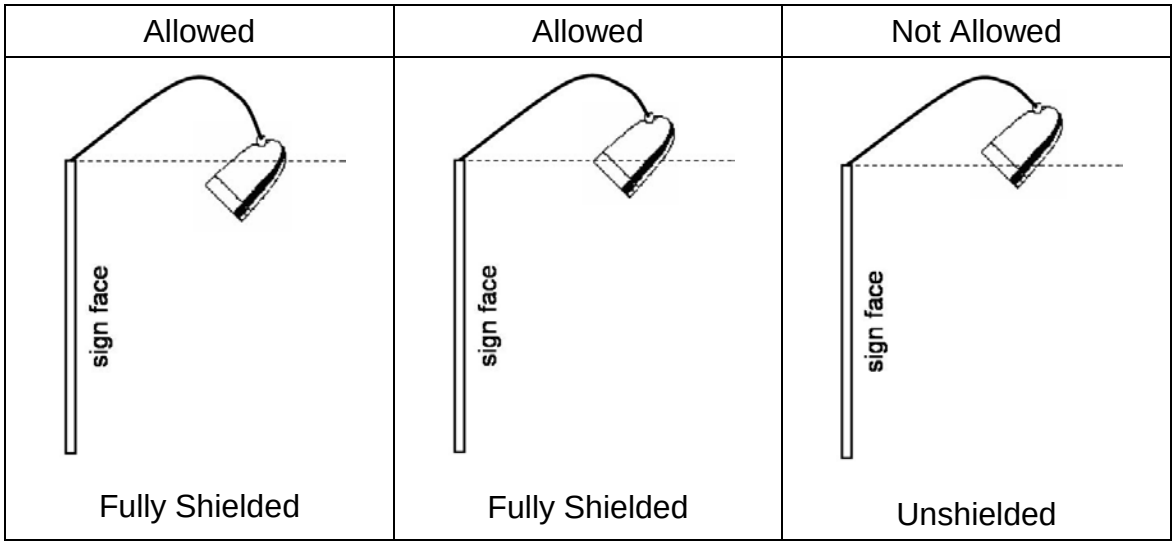
1. Except as provided in this Subsection, externally illuminated signs shall be illuminated only with steady, stationary, fully-shielded light sources directed solely onto the sign without causing glare. Light shielding shall ensure that the lamp or light source is not visible beyond the premises and shall further ensure that the light is contained within the sign face.

2. A light fixture mounted above the sign face may be installed with its bottom opening tilted toward the sign face, provided:

(a) The bottom opening of the light fixture is flat, i.e., it could be covered by a flat board allowing no light to escape; and

(b) The uppermost portion of the fixture's opening is located no higher than the top of the sign face, as shown in Figure 1 below. Light fixtures aimed and installed in this fashion shall be considered fully shielded.

Figure 1



C. Internally illuminated signs.

1. Internally illuminated signs shall be constructed with an opaque sign face background with translucent text, symbols, logo shields, or any combination of these. If the sign owner desires to have the entire sign face visible at night, an external light source may be used to illuminate the sign, subject to the illumination standards in this Chapter.

2. In no case may an internally illuminated sign, a Digital Sign, or an EMCS exceed a light output of 50 nits in a residential zone or 100 nits in a non-residential zone during nighttime hours.

3. Neon sign lighting is allowed only within the TC, C, MUR, BP, I, and P zoning districts. Neon lighting shall not exceed 100 nits per sign face and may be used as text or copy, but shall not be used as a sign graphic. Neon signs with solid backgrounds are not allowed in windows in order to ensure maximum light and visibility through windows. Examples of neon signs are shown in Figures 2a and 2b below.

Figure 2a (Allowed)

Figure 3b (Prohibited)

D. Time limitations. All illuminated signs over three (3) square feet in area shall be turned off by 11:00 p.m., or when the business closes, whichever is later. Signs subject to time limitations are required to have functioning and properly adjusted automatic shut-off timers.

Section 18.97.060. Sign Materials.

A. Temporary signs. The construction of temporary signs is limited to the materials described in the definition of Temporary Sign in EMC Section 18.97.300 – Definitions. In addition, the temporary sign must also conform to the requirements of this Chapter, including, but not limited to EMC Section 18.97.240 – Temporary Signs.

B. Permanent signs. Permanent signs must be manufactured of durable materials that are designed to withstand the natural elements and the effects of water and wind (see, Figures 3 and 4). The following additional requirements apply to any permanent sign larger than thirty (30) square feet, except for window signs located inside glass:

1. Paper-faced signs, including vinyl-coated paper and those applied with adhesives, are not allowed. Canvas or vinyl signs must be made of minimum twenty (20) oz. materials with polymeric plasticizers for durability.

2. Sign faces made of canvas, fabric, vinyl, or similar pliable materials that are attached to permanent sign structures must be mounted behind a perimeter frame or trim cap so that the edges of the sign face are not exposed. Flags made of 100 percent spun polyester are exempt from this requirement.

Figure 4

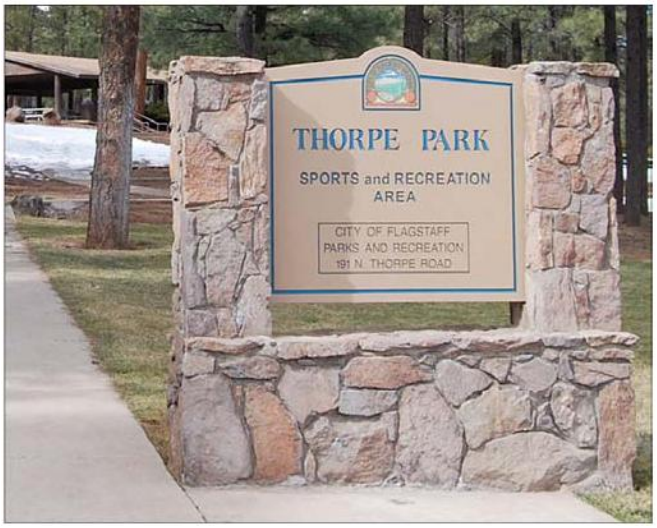


Figure 5

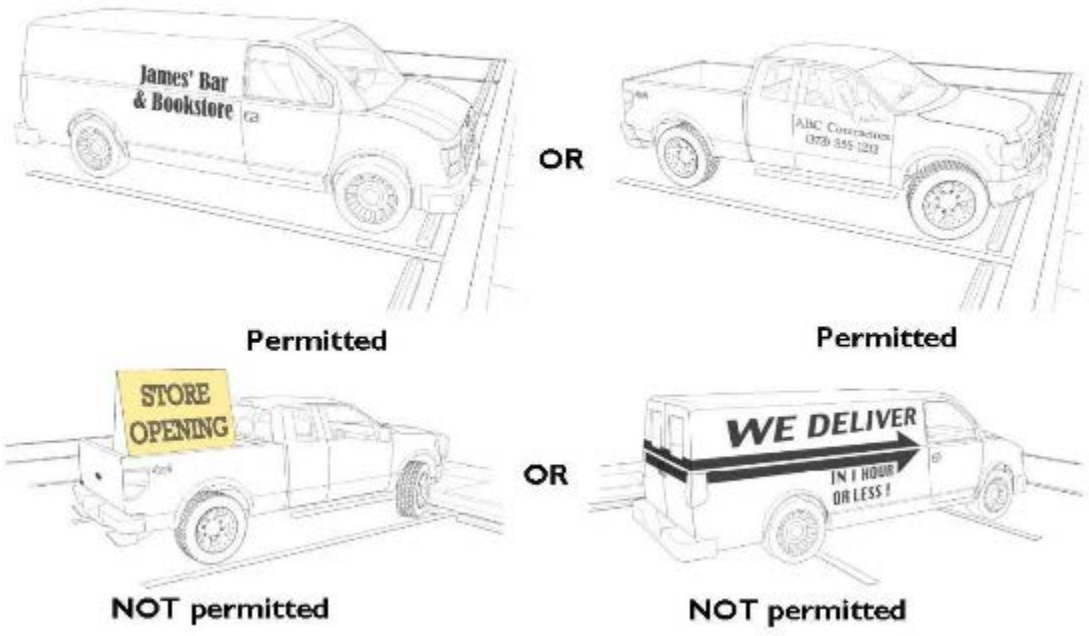
Section 18.97.070. Sign Placement and Location Restrictions.

A. Rights-of-way. No sign may be placed within the Roadway portion of any City Right-of-Way, except as otherwise permitted by first obtaining a Street Use permit or a Special Event permit from the City. No permanent sign may be placed within the Right-of-Way. See EMC Section 18.97.240(F) – Temporary Signs, for restrictions on temporary signs within the Right-of-Way but outside the Roadway.

B. Attached to vehicles on private premises. No sign may be mounted, attached, or painted on a trailer, boat, or motor vehicle that is parked, stored, or displayed conspicuously on private premises in a manner intended to attract the attention of the public, excluding signs that are permanently painted or wrapped on the surface of the vehicle, or adhesive vinyl film affixed to the interior or exterior surface of a vehicle window, or signs magnetically attached to motor vehicles or rolling stock that are actively used in the daily conduct of business, (see Figure 5). All vehicles covered by this paragraph shall be operable and parked in a lawful or authorized manner within a required parking stall that is marked and striped for the parking of vehicles.

Figure 6

Signs on Vehicles Used for Business Purposes



C. Attached to other fixtures. No sign may be painted, attached, or mounted on any fuel tanks, storage containers, or solid waste receptacles or their enclosures, except for information that is required by law.

D. Freeway-oriented signs. Freeway-oriented signs are prohibited, except in the following instances:

1. Building Mounted Wall Signs per EMC Section 18.97.160, Window Signs per EMC Section 18.97.250, and Temporary Signs per EMC Section 18.97.240 as otherwise allowed by this Chapter may face the freeway if:

(a) they are installed by a business that has its primary customer entrance facing the freeway; and

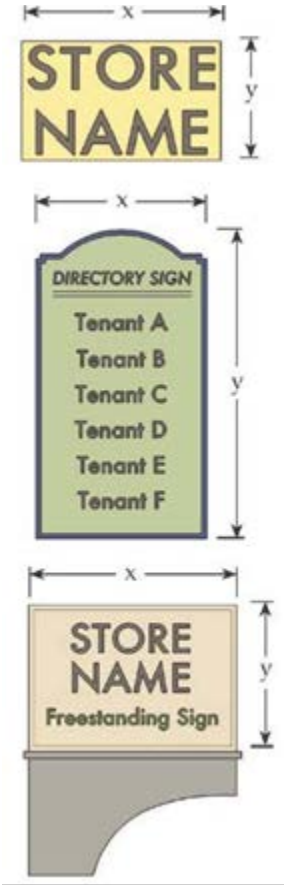
(b) the wall, window or temporary sign also faces an intervening parking lot or frontage road that serves the business.

2. Free-standing signs as otherwise allowed by this Chapter may be permitted for businesses located on and facing frontage roads along freeways, even if such signs are incidentally visible from the freeway.

Section 18.97.080 Sign Area Measurements. Sign area for all sign types is measured as follows:

A. Background panel or surface. Sign copy mounted, affixed, or painted on a background panel or surface distinctively painted, textured, or constructed as a background for the sign copy, is measured as that area contained within the smallest rectangle, parallelogram, triangle, or circle that will enclose the sign copy and the background, as shown in Figure 6.

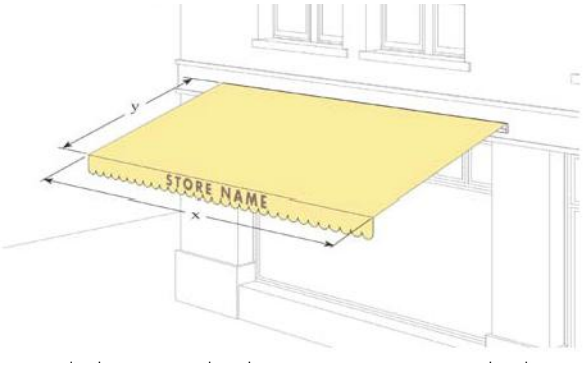
Figure 7



B. Individual letters or graphics. Sign copy mounted as individual letters or graphics against a wall, fascia, mansard, or parapet of a building or surface of another structure, that has not been painted, textured, or otherwise altered to provide a distinctive background for the sign copy, is measured as the sum of the smallest square, rectangle, parallelogram, triangle, or circle that will enclose every word, sentence, and complete message, and each graphic in the sign.

C. Illuminated surface. Sign copy mounted, affixed or painted on an illuminated surface or illuminated element of a building or structure, is measured as the entire illuminated surface or illuminated element, which contains sign copy, as shown in Figure 7. Such elements may include, but are not limited to, illuminated canopy fascia signs, interior illuminated awnings, or both.

Figure 8



D. Backlit translucent panels. Backlit translucent panels and spandrels, with or without text or graphics, are measured as the area of the height and width of any internally illuminated translucent panel or spandrel, including the side panels if the structure or spandrel is greater than six (6) inches in width.

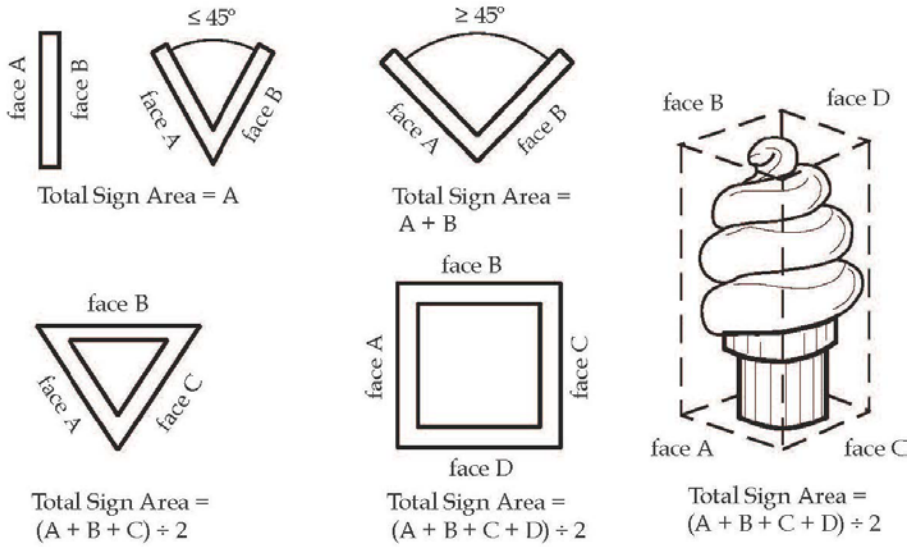
E. Multi-face signs. Multi-face signs, as shown in Figure 8, are measured as follows:

1. Two face signs: If the interior angle between the two sign faces is forty-five (45) degrees or less, the sign area is of one sign face only. If the angle between the two sign faces is greater than forty-five (45) degrees, the sign area is the sum of the areas of the two sign faces.

2. Three or four face signs: The sign area is fifty (50) percent of the sum of the areas of all sign faces.

3. Spherical, free-form, sculptural or other non-planar sign area is measured as fifty (50) percent of the sum of the areas using only the four (4) vertical sides of the smallest four (4) – sided polyhedron that will encompass the sign structure, as show in Figure 8 below. Signs with greater than four (4) polyhedron faces are prohibited.

Figure 9

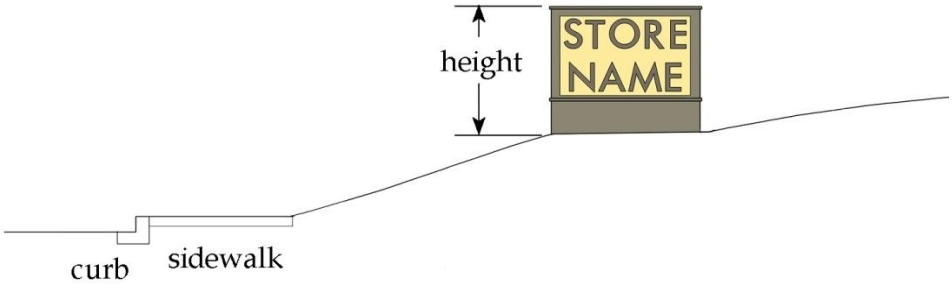


Section 18.97.090 Sign Height measurement. Sign height is measured as follows:

A. Freestanding signs. Sign height is measured as the vertical distance from natural grade at the base of a sign to the top of the sign, including the sign support structure; except that signs within twenty-five (25) feet of an adjacent road may be measured as follows:

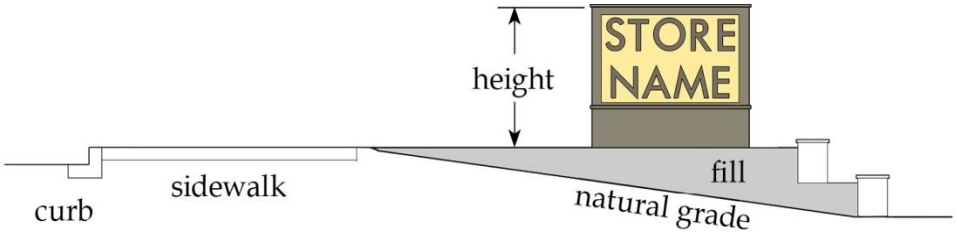
1. If natural grade at the base of a sign is higher than the grade of the adjacent road, sign height shall be measured from the base of the sign as shown in Figure 9.

Figure 10



2. If natural grade at the base of the sign is lower than the grade of an adjacent road, the height of the sign shall be measured from the top of curb or road-grade elevation, provided that fill is placed between the curb and the sign and extends at least five (5) feet beyond the base of the sign in all directions, as shown in Figure 10. Any cut, fill, or grading work must comply with applicable site grading, fill, or excavation requirements contained elsewhere in the EMC.

Figure 11



Section 18.97.100 Sign Structure and Installation.

A. Support elements. Any angle iron, bracing, guy wires, or similar features used to support a sign shall not be visible.

B. Electrical service. When electrical service is provided to freestanding signs or landscape wall signs, all such electrical service is required to be underground and concealed. Electrical service to building mounted wall signs, including conduit, housings, and wire, shall be concealed. A building permit (electrical) must be issued prior to the installation of any new signs requiring electrical service.

C. Raceway cabinets. Raceway cabinets, where used as an element of building mounted wall signs, shall match the building color scheme at the location of the building where the sign is located. Where a raceway cabinet provides a contrast background to sign copy, the colored area is considered part of the sign face and is counted in the aggregate sign area permitted for the site or business. Examples of raceway cabinets are shown in Figure 11.

Figure 12

D. Limitation on attachments and secondary uses. All permitted sign structures and their associated landscape areas shall be kept free of supplemental attachments or secondary uses including, but not limited to, supplemental signs not part of a permitted sign, light fixture, newspaper distribution racks, or trash container. The use of sign structures and associated landscape areas as bicycle racks or support structures for outdoor signs is prohibited.

Section 18.97.110 Digital Signs. A Digital Sign is not a separately allowed sign type. The purpose of this section is to regulate the manner in which Digital Sign technology can be applied to sign types that are otherwise allowed in this Chapter. This section is not intended to allow more signs or larger signs than otherwise permitted in this Chapter. No permit shall be issued for a Digital Sign that does not comply with the following standards:

A. Zoning: Allowed in all zoning districts.

B. Number: One Digital Sign per one hundred (100) feet of street frontage in the TC, C, MUR, BP, I, and P zoning districts. One Digital Sign per one hundred (100) feet of street frontage in residential zones on parcels two (2) acres or greater in size, not to exceed one (1) sign per parcel.

C. Setback Location: As allowed under the specific sign type; however, a minimum separation spacing in the TC, C, MUR, BP, I, and P zoning districts of one hundred (100) feet is required in order to comply with B above.

D. Size and Area: Maximum of thirty (30) square feet, or as otherwise limited by the size limits of this chapter.

E. Height: As allowed under the specific sign type.

F. Design: Maximum luminance: Fifty (50) nits during nighttime hours. Motion limits: No motion allowed except for instantaneous change of message. Minimum hold between messages: eight (8) seconds.

G. Programming: to ensure that Digital Signs are programmed and continue to operate according to local standards, Digital Signs shall be designed for local on-site control and programing.

Section 18.97.120 Electronic Message Center Signs (EMCS). An EMCS is not a separately allowed sign type. The purpose of this section is to regulate the manner in which EMCS technology can be applied to sign types that are otherwise allowed in this Chapter. This section is not intended to allow more signs or larger signs than otherwise permitted in this Chapter. No permit shall be issued for an EMCS that does not comply with the following standards:

A. Zoning: Only allowed in the TC, C, MUR, BP, I, and P zoning districts.

B. Number: One EMCS per one hundred (100) feet of street frontage, not to exceed one (1) per business or tenant space. Parcel area must meet or exceed one (1) acre and contain at least one hundred (100) feet of contiguous street frontage to allow an EMCS.

C. Setback Location: As allowed under the specific sign type; however, a minimum separation spacing of one hundred (100) feet is required in order to comply with B above.

D. Size and Area: Maximum of thirty (30) square feet, or as otherwise limited by the size limits of this Chapter.

E. Height: As allowed under the specific sign type.

F. Design: Maximum Luminance

1. Daytime: 5000 nits.

2. Nighttime: 50 nits.

3. Signs shall include auto-dimming features with light-sensory capabilities to dim the sign to allowable luminance levels during nighttime hours.

G. Motion limits: No motion except for a fade in of the next message with the fade transition being no more nor less than one and one-half (1.5) seconds. Fade transition is required rather than instantaneous message changes to avoid sudden or startling flashes of light. The minimum hold between messages shall be ten (10) seconds, plus one and one-half (1.5) seconds for a transition fade. Signs shall have no flashing copy or lights; revolving beacon lights; chasing, blinking, or stroboscopic lights; or, fluttering, undulating, swinging, or otherwise moving parts.

H. Programming. To ensure that EMCS are programmed and continue to operate according to local standards, EMCS shall be designed for local on-site control and programming. The applicant shall provide a written certificate from the sign manufacturer that the nighttime light intensity has been factory pre-set not to exceed allowable levels under this Section, and that this setting is protected from end-user modification by password-protected software or other method that ensures compliance.

Section 18.97.130 Permanent Signs. Permanent Signs shall comply with the sign area, height, number, type, and other requirements of this Section and any other applicable sections, as well as the following Table 1 in this Section.[2] Sign permits are required for all permanent signs in accordance with EMC Section 18.97.260 – Sign Permits.

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
Accessory Sign (Section 18.97.140)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 sign at each vehicle ingress or egress, no more than 4 accessory signs per parcel	Building-mounted max of 8 feet; freestanding max of 3 feet from grade	3 sq. ft. per sign face; may be double sided	Flexible, see Section 18.97.140

[2] This table presents the sign standards in an abbreviated format for the reader's convenience. To the extent that there may be a conflict between this table and the text of the code, the text of the code provision relating to the individual sign type shall prevail.

Accessory Sign -- Drive Through, Large (Section 18.97.140)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	In addition to other Accessory Signs, one Large Accessory Sign for each point of entry to a drive-up window	5.5 ft., including the associated sign structure	45 sq. ft. per drive-up point of entry	Signs shall be oriented so that the sign face is not visible from the public right-of-way
Awning or Canopy Sign (Section 18.97.150)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 awning sign for each primary entrance to a tenant space, see Section 18.97.150 for secondary entrances	Awning sign can't be mounted higher than a maximum of 25 ft. above the ground floor	On primary elevation, sign shall not exceed 1 sq. ft. of sign per linear foot of awning or canopy width	Cannot project beyond the edges of the awning on which it is displayed. Cannot project above, below, or beyond the edges of the building wall on which it is located
Building Mounted Wall Signs (Section 18.97.160)	Residential Parcels larger than 2 acres in any zoning district	One per each building façade on an accessory structure, e.g., barn that is parallel to and visible from a street frontage	Shall not project above roof lines or obscure architectural details and may not exceed 70% of the blank wall height.	50 sq. ft. , but cannot exceed 3% of the area of the façade of building where sign is mounted	Mounted on building that must comply with setbacks
Building Mounted Wall Signs (Section 18.97.160)	In the TC, C, MUR, BP, I, and P zoning districts	One per each building façade that is parallel to and visible from a street frontage	Shall not project above roof lines or obscure architectural details and may not exceed 70%	Up to 5% of the area of the façade upon which sign is placed, not to exceed	Mounted on building that must comply with setbacks

			of the blank wall height.	60% of the width of wall plane or tenant space	
Changeable Copy Signs (Section 18.97.170)	In all zoning districts	1 per parcel but 1 additional sign allowed if placed 100 ft. from right-of-way and other restrictions	15 ft. maximum	No more than 20% of the allowed wall sign area or 50% of a free standing sign may be changeable copy; if at least 100 ft. from streets, may be a max of 50% of wall sign area	If building mounted, building must comply with setbacks, if freestanding, sign must comply with setbacks for freestanding signs.
Freestanding Signs (Section 18.97.180)	TC, C, MUR, BP, I, and P zoning districts)[3]	See code – one for each site frontage.	See code – depending on street frontage, 6 to 15 feet	See code – depending on street frontage, 20 to 100 sq. ft.	5 ft. from street property line, 25 ft. from any interior side lot line; and 30 feet from any residential zone
Ground-mounted or Landscape Wall Signs (Section 18.97.190)	Allowed in all zones but not allowed on individual single-family lots	One per development	4 feet max. from grade	Between 24 sq. ft. to 32 sq. ft., *see* 18.97.190.	at least 5 ft. from street property line, 25 ft. from any interior side lot line

[3] *See* Section 19.97.230 for temporary freestanding signs, which are allowed in residential areas.

Portable Signs (Section 18.97.200)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 per business or tenant space	Sandwich board signs, max. of 4 ft. in height; pole-mounted signs, max of 5 ft. in height	Sandwich board signs, 3 ft. in width; pole-mounted, 2 ft. in width	Must be located no further than 10 ft. from primary building of business; prohibited on City right-of-way, sidewalk without Street Use permit
Projecting Signs (Section 18.97.210)	All zoning districts	1 per tenant space or building frontage, allowed in addition to wall signage	No higher than the first story level of the building; no lower than 8 ft. above the grade of sidewalk, walkway or driveway	Non-residential zones: can't exceed 12 sq. ft.; Residential zones: face of sign can't exceed 1.5 sq. ft. in area	Must be attached to building which complies with setbacks, may extend a max. of 4 ft. from building and hung a minimum of 6 inches from building
Service Island Signs (Section 18.97.220)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 sign on canopy fascia per street frontage, not to exceed 20% of area of canopy fascia	See Building Mounted Wall Sign requirements	20% of area of canopy fascia to which sign is mounted	Mounted on building that must comply with setbacks
Sign Walker (Section 18.97.230)	Only allowed in the TC, C, MUR, BP, and I zoning districts	No limit	Shall not exceed 8 ft. in height when held in place	8 sq. ft. in area	Minimum of 30 feet from street intersection; prohibited on public property or public right-

					of-way, in driveways, parking stalls, driving lanes, etc.
Window Sign[4] (Section 18.97.250)	All zoning districts	No more than one permanent window sign per window	No higher than 2nd story windows for permanent window signs	Shall not exceed 25% of area of window in which sign is displayed	Building in which window sign is displayed must comply with setbacks

Section 18.97.140 Accessory Signs. No permit shall be issued for an accessory sign which does not comply with the following standards:

A. Zones. Only allowed in the TC, C, MUR, BP, I, and P zoning districts.

B. Number. A maximum of one (1) sign at each vehicle point of entry or egress, not to exceed four (4) accessory signs per parcel.

C. Setback Locations. Flexible, provided that the number of signs in Subsection B is not exceeded, and provided that the signs comply with setback standards for Freestanding Signs in EMC Section 18.97.180.

D. Dimensions. Maximum sign area: three (3) square feet per face; may be double-sided.

E. Height: Mounting height:

1. Building Mounted Wall Sign (EMC Section 18.97.160): Maximum of eight (8) feet; must be flat against a wall of the building.

2. Freestanding sign (EMC Section 18.97.180): Maximum of three (3) feet from grade.

F. Design. Non-illuminated or internal illumination only. Any accessory sign with electronic display must conform to all Digital Sign or EMCS standards in EMC Section 18.97.110 – Digital Signs or EMC Section 18.97.120 – EMCS.

[4] Window Signs may be permanent or temporary. This Table includes the regulations for permanent window signs.

Figure 13

G. Drive-Through Large Accessory Signs. In addition to the accessory signs allowed for vehicle points of entry and in addition to freestanding signs otherwise allowed under EMC Section 18.97.170, large accessory signs are allowed for each point of entry to a drive-up window, subject to the following standards:

1. Maximum sign size. Thirty (30) square feet.

2. Maximum sign height. Five (5) feet, six (6) inches, including the associated sign structure.

3. Orientation. Large accessory signs must be oriented so that the sign face is not visible from any public rights-of way.

4. Screening. All sides of large accessory signs must be screened from the view of the street or public right-of-way with landscaping or walls of brick, stone, or siding materials that match the principal walls of the building to which the sign applies. If landscaping is used for screening, it must provide full screening at maturity and must be large enough at planting to provide at least seventy (70) percent screening of the sign.

5. Audio. No sound or amplification may be emitted that is audible beyond the site.

Section 18.97.150 Awning or Canopy Signs. No permit shall be issued for an awning or canopy sign which does not comply with the following standards:

A. Zone. Only allowed in the TC, C, MUR, BP, I, and P zoning districts.

B. Number. One (1) awning or canopy sign is allowed for each primary entrance to a building or tenant space. In addition, one (1) awning or canopy sign may be allowed on a secondary entrance which faces a public street or on-site parking area. The awning or canopy sign may only be placed on the ground-floor level facade of the building. Awning or canopy signs shall be included in the calculations for allowable wall signage per façade.

C. Setback Location.

1. An awning or canopy sign may not be mounted higher than a maximum of twenty-five (25) feet above the ground floor.

2. An awning or canopy sign shall not project above, below, or beyond the edges of the face of the building wall or architectural element on which it is located.

3. No part of the sign, as a part of, or displayed on the vertical surface of an awning or canopy, shall project beyond the edges of the awning or canopy surface on which it is displayed. If an awning or canopy is placed on multiple store fronts, each business or tenant space is permitted signage no greater than sixty (60) percent of the store width or tenant space.

4. The awning or canopy shall not extend horizontally a distance greater than sixty (60) percent of the width of the awning, canopy, or valance on which it is displayed.

D. Dimensions. The sign area on the primary elevation shall not exceed one (1) square foot of sign area per linear foot of awning or canopy width. A maximum of forty (40) percent of an awning or canopy on which signage is proposed may be of an angle greater than sixty (60) degrees from horizontal.

Figure 14

E. Height. *See* subsection C (Setback/Location) above.

F. Design. If sign letters or logos are back-lit or internally illuminated, only the face area containing the letters or logos may be illuminated. The sign may also be externally illuminated as allowed by EMC Section 18.97.050.

Section 18.97.160 Building Mounted Wall Signs. No permit shall be issued for a Building Mounted Wall Sign which does not comply with the following standards:

A. Residential. Wall signs are not allowed on residential parcels smaller than two (2) acres in size in any zoning district, except for address numbers as required by law and building identification signs allowed by EMC Section 18.97.030.

1. Number. One (1) per each accessory building façade that is parallel to and visible from a street frontage.

2. Setback Location. Permitted on the building wall of an individual building.

3. Dimensions. Total area shall not exceed one hundred (100) square feet or three (3) percent of the area of the façade upon which the sign is placed, whichever is less. Width: Not to exceed sixty (60) percent of the width of the wall plane upon which the sign is placed.

Figure 15

4. Height. Shall not project above roof lines or obscure architectural details and may not exceed seventy (70) percent of the blank wall height.

5. Design. Non-illuminated only.

B. Non-residential Zones.

1. Number. One (1) per each building façade that is parallel to and visible from a street frontage.

2. Location on building. Signs may not cover or obscure architectural details of a building, such as stair railings, windows, doors, decorative louvers or similar elements intended to be decorative features of a building design. Signs must appear to be a secondary feature of the building façade.

3. Dimensions.

(a) Area. The total signage area may be up to five (5) percent of the area of the façade upon which the sign is placed.

(b) Width. Not to exceed sixty (60) percent of the width of the wall plane upon which the sign is placed or the width of the tenant space.

(c) Height. Shall not project above roof lines or obscure architectural details and may not exceed seventy (70) percent of the blank wall height.

4. Size of Parcel or Site. No restrictions.

5. Design.

a. Illumination, flush or tight mounted. All individual letter signs shall be installed to appear flush-mounted. If the letters are illuminated and require a raceway, the letters shall be installed tight against the raceway, which shall be painted to match the color of the surface to which the raceway is mounted. Where possible – especially on new construction – the raceway should be recessed to allow letters to be flush with the wall surface.

b. Where more than one (1) sign is allowed for a business, all signs shall be consistent in design, style, color, and method of illumination. Where there are multiple businesses or tenants on a site, all signs shall conform to a Master Sign Plan, consistent with EMC Section 18.97.250.

Section 18.97.170 Changeable Copy Sign. No permit shall be issued for a changeable copy sign which does not comply with the following standards:

A. Zones. Changeable copy signs are allowed in all zoning districts, but only as an integral part of a Building Mounted Wall Sign or Freestanding Sign.

B. Number. No more than one (1) changeable copy sign shall be allowed for each parcel, except that additional changeable copy signs are permitted as follows:

1. The additional changeable copy sign(s) must be placed at least one hundred (100) feet from abutting streets or rights-of-way; and

2. The additional changeable copy sign(s) must not exceed the maximum area, height, and quantity standards otherwise applicable to any free-standing or Building Mounted Wall Sign on the parcel.

Figure 16

C. Setback Location. Placement is allowed only as an integral part of a Building Mounted Wall Sign or a Freestanding Sign. Changeable copy signs that are portable are not permitted.

D. Dimensions. No more than twenty (20) percent of the allowed Building Mounted Wall Sign area if placed less than one hundred (100) feet from abutting streets and no more than fifty (50) percent of a free standing sign face may be changeable copy; however, these size limitations do not apply to signs required by law. Building Mounted Wall Signs with changeable copy placed at least one hundred (100) feet from abutting streets may be a maximum of fifty (50) percent of permitted wall sign area.

E. Height above grade. Fifteen (15) feet maximum. Building Mounted Wall Signs are limited to the maximum height for freestanding signs.

F. Design. Non-illuminated in all zones. Internally or indirectly illuminated in non-residential zones subject to the illumination standards in EMC Section 18.97.050.

Section 18.97.180 Freestanding Signs. No sign permit shall be issued for a freestanding sign that does not comply with the following standards:

A. Zone. Permanent Freestanding Signs are only allowed in the TC, C, MUR, BP, I, and P zoning districts.[5]

B. Number.

1. The number and type of freestanding signs for single and multiple tenant uses are derived from the use, zone, location, and length of development site frontage as described in this Section.

2. One individual freestanding sign is allowed per parcel for each street frontage. Multiple shared freestanding signs may be permissible in accordance with the minimum separation distance in subsection (C)(4) below, and subject to a Master Sign Plan. Flag lot sites with frontage on a public street are permitted one (1) sign on the frontage providing primary access to the site and may request or apply for a Master Sign Plan with adjoining properties to erect a shared freestanding sign that complies with the street frontage requirements of the properties joined in the Master Sign Plan.

3. Shopping centers, mixed-use developments, adjoining parcel development, or multi-tenant buildings may request or apply for a Master Sign Plan for the comprehensive review of all signs proposed within the site development.

Figure 17

C. Setback and Location.

1. No freestanding sign shall be permitted on any site that does not have street frontage.

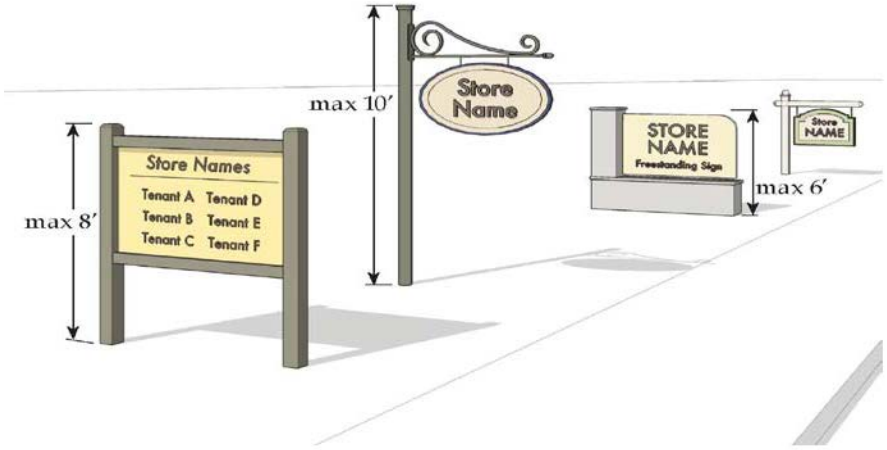
[5] Temporary freestanding signs are allowed in all zones, *see*, EMC Section 18.97.240.

2. Freestanding signs shall be set back a minimum of five (5) feet from the street side property line, a minimum of twenty-five (25) feet from any interior side lot line and a minimum of thirty (30) feet from any residential district.

3. No freestanding sign shall be located in the triangular area(s) measured fifteen (15) feet by fifteen (15) feet where a driveway enters onto a street, or in any other area which may obstruct the vision of motorists so as to create a safety hazard. Additionally, all signs are subject to the Public Works Standards regarding sight distances.

4. Where more than one (1) freestanding sign is proposed on a site with multiple frontages, a minimum of one hundred and fifty (150) linear feet shall separate each sign.

Figure 18



D. Dimensions.

1. Maximum sign size and height dimensions are determined based on the property's linear distance of total street frontage and are subject to both the setback and location criteria in the preceding section and the following requirements:

Individually Permitted Freestanding Signs

Total Street Frontage	Maximum Size	Maximum Height
0-60 feet	40 square feet	6 feet
61-119 feet	50 square feet	8 feet
120 feet or more	75 square feet	10 feet

Shared Freestanding Signs (approved under a Master Sign Plan)

Total Street Frontage	Maximum Size	Maximum Height
0-60 feet	48 square feet	7.5 feet
61-119 feet	60 square feet	10 feet
120 feet or more	90 square feet	12 feet

2. An individual freestanding sign may be permitted up to a maximum height of twelve (12) feet and a maximum size of one hundred and twenty (120) square feet and a shared freestanding sign may be permitted up to a maximum height of fifteen (15) feet, in accordance with 2(c) below, and a maximum size of one hundred and fifty (150) square feet, provided that all of the following conditions are satisfied:

(a) The sign is ground mounted on a monument-style base made or covered with a brick or stone, which extends at least the full width of the sign face and is at least one-fourth (1/4) of the total sign height. An alternate material may be approved by the Director if he or she finds that the material better reflects the materials and architecture of the closest or principle building on the site;

(b) The sign cabinet and the associate trim caps that secure and frame the sign face are dark bronze, black, or an earth tone color that reflects the color of the sign base or the color of the siding or trim of the building to which the sign applies;

(c) The sign is no taller than seventy-five (75) percent of the height of the tallest building on the property or within the Master Sign Plan area, as measured to the midpoint between the fascia line and the ridge on a pitched roof building, or the top of the highest cornice or parapet on a flat roof building; and

(d) The sign maintains a setback separation distance of two hundred (200) feet from any other freestanding sign on the same property or subject to the same Master Sign Plan.

E. Design. The following designs standards apply to freestanding signs.

1. The sign face may be either non-illuminated or externally illuminated. An internally illuminated sign is allowed if the background of the sign is totally opaque and only the graphics, text, or both are illuminated.

2. The permanent sign base shall have a minimum aggregate width of forty (40) percent of the width of the sign cabinet or face.

Section 18.97.190. Ground-Mounted or Landscape Wall Sign. No permit shall be issued for a Ground-Mounted or Landscape Wall Sign which does not comply with the following standards:

Figure 19

A. Zones. Allowed in all zones but not allowed on individual single-family lots in the single-family zone.

B. Number. Multiple signs are permitted to a maximum of twenty-four (24) square feet and sign(s) shall not cover more than forty (40) percent of the landscape wall's background area.

C. Setback. Perimeter/screen walls shall be located at least five (5) feet from either the sidewalk or public right-of-way.

D. Dimensions:

1. Single-family Subdivisions or multi-family developments: one (1) sign up to a maximum of twenty-four (24) square feet in area.

2. Nonresidential use in TC, C, MUR, BP, I, and P zoning districts: one (1) sign up to a maximum of twenty-four (24) square feet in area.

3. Civic uses in all zoning districts: one (1) sign up to a maximum of thirty-two (32) square feet.

E. Height. Maximum of five (5) feet above grade. The sign copy shall be a minimum of six (6) inches below the top of the wall and twelve (12) inches above ground level. Signs shall not project above or beyond the top or sides of the landscape wall.

F. Design. Illumination is permitted.

Section 18.97.200. Portable Signs. No permit shall be issued for a portable sign, sandwich board sign, or pole mounted sign that does not comply with the following standards:

A. Zone: Allowed only in the TC, C, MUR, BP, I, and P zoning districts, except that temporary portable signs are allowed in residential zones, subject to the provisions of EMC Section 18.97.240 – Temporary Signs.

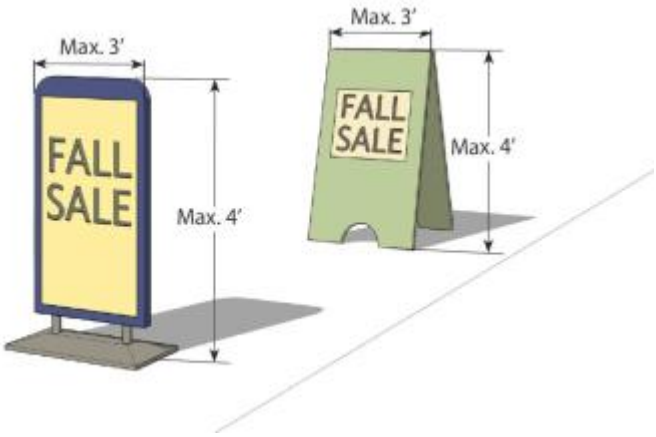
B. Number: Not more than one (1) portable sign may be displayed per business or per tenant space.

C. Location: Must be located no farther than ten (10) feet from the primary building of the business, or, if there is only one business or tenant space on the site, it may be located not farther than ten (10) feet from the site's driveway entrance. No portable sign may be located within, over, or on the City right-of-way or any public sidewalk without a Street Use permit issued by the City.

D. Dimensions: Size and Height. Sandwich board signs: A maximum of four (4) feet in height as measured in the flat standing position and not the open standing position, and a maximum of three (3) feet in width. Pole-mounted signs: A maximum of five (5) feet in height, and a maximum of two (2) feet in width.

E. Design and Materials: Must be constructed with durable materials that are designed to withstand the natural elements and the effects of water and wind, otherwise they will be regulated as temporary signs under EMC Section 18.97.240. Portable signs must be designed to withstand typical prevailing winds and must include a heavy weighted base for pole-mounted signs, and a heavy weight suspended between the opposing faces of a sandwich board sign.

Figure 20



F. Display Hours: Portable signs and temporary portable signs may only be displayed during business operating hours.

G. Type: Portable signs may not be changeable copy signs or illuminated in any manner.

Section 18.97.210 Projecting signs. No permit shall be issued for any projecting sign that does not comply with the following standards.

A. Zone. Allowed in all zoning districts.

B. Number. One (1) projecting sign may be allowed per tenant space or building frontage. Projecting signs are permitted in addition to allowable wall signage.

C. Location.

1. No part of any projecting sign shall be located closer than eight (8) feet above the grade of the sidewalk, walkway, or driveway directly below and within three (3) feet of the sign.

2. Projecting signs may extend a maximum of four (4) feet from the building and shall be separated a minimum of six (6) inches away from the building.

3. No projecting sign shall be located within twenty-five (25) feet of another projecting sign on the same site or on the same building.

4. No projecting sign shall be located higher than the first story level of the building.

5. No projecting sign shall extend into the right-of-way, including the sidewalk, without an approved Street Use permit issued by the City.

D. Dimensions:

1. Non-residential zones: The face of a projecting sign shall not exceed twelve (12) square feet in area.

2. Residential zones: The face of a projecting sign shall not exceed one and one-half (1.5) square feet in area.

Figure 20

E. Height: No higher than the first story level of the building, and a maximum of twenty-five (25) feet above grade.

F. Design.

1. Non-residential zones: May be illuminated, internally or indirectly. In residential zones, projecting signs may not be illuminated.

2. Projecting signs shall be perpendicular to the building wall to which it is affixed.

3. Projecting signs shall not exceed four (4) inches in thickness.

4. Projecting signs shall be supported by or suspended from solid rods or otherwise tethered or reinforced to avoid movement in wind.

Section 18.97.220 Service Island Signs. No permit shall be issued for a service island sign that does not comply with the following standards:

A. Zone: Allowed only in the TC, C, MUR, BP, I, and P zoning districts.

B. Number and Size.

1. Island canopies. One (1) sign on the canopy fascia per street frontage, not to exceed twenty (20) percent of the area of canopy fascia to which the sign is mounted.

2. Spandrel signs and canopy support signs. Spandrel signs shall not exceed twenty (20) percent of the spandrel area, and both spandrel signs and signs attached to canopy support columns shall be deducted from allowable wall signage on the associated principle building on the site.

C. Setback Location: Mounted on building that must comply with setbacks.

D. Height: Shall not project above roof lines or obscure architectural details and may not exceed seventy (70) percent of the blank wall height.

E. Design. Spandrel signs may be internally illuminated, subject to the illumination standards of EMC Section 18.97.090. Signs attached to canopy support columns shall not be illuminated.

Section 18.97.230 Sign Walkers. Sign walkers are allowed, subject to the following standards:

A. Permit. A permit is not required for a sign walker, but the sign walker shall comply with all applicable requirements of this Chapter.

B. Zone. Only allowed in the TC, C, MUR, BP, and I zoning districts.

C. Number. No limit.

D. Location. Sign walkers are restricted to a minimum of thirty (30) feet from a street or driveway intersection, measured from the back of the curb or edge of pavement if no curb exists, and shall not be located in any of the following places:

1. On any public property or within public right-of-way, although sign walkers are allowed on public sidewalks;

2. In parking aisles or stalls;

3. In driving lanes;

4. On fences, walls, boulders, planters, other signs, vehicles, utility facilities or other structures; or

5. In a manner which results in a sign walker or the sign walker's sign physically interfering with motorists; pedestrians, or bicyclists.

E. Dimensions. The sign walker's sign shall not exceed eight (8) square feet in area, and shall not exceed eight (8) feet in height when held in place.

F. Design. The sign walker's sign cannot be illuminated. Sign walkers shall be limited to daylight hours only. A sign walker's sign may not include any element of a prohibited sign as described in EMC Section 18.97.040.

Section 18.97.240 Temporary Signs.

A. No Permit required -- Materials. No sign permit is required for temporary signs that comply with the standards in this Section. Temporary signs are primarily distinguished by the materials which make up the sign (*see*, definition of "temporary sign" in EMC Section 18.97.290 and EMC Section 18.97.060 – Sign Materials. Temporary signs shall comply with the requirements of this chapter.

B. Removal. Temporary signs shall be removed if the sign is in need of repair, is worn, dilapidated, or creates a public nuisance.

C. City property (excluding City right-of-way). See EMC Section 18.97.020(C). Temporary signs on City-owned property (excluding City right-of-way) are allowed only in conjunction with a City approved and issued Special Event permit.

D. Residential zones. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this Chapter and the following:

1. Building/Surface/Wall Mounted Signs: Not allowed on properties under two (2) acres in size. For larger parcels, see EMC Section 18.97.240(F)

2. Changeable Copy Signs: See applicable sign type.

3. Freestanding signs (includes post-mounted, stake-mounted, and portable signs).

(a) Single-family properties: Temporary free-standing signs shall not exceed four (4) square feet in size and five (5) feet in height if the sign is mounted on the ground. Temporary free-standing signs shall not exceed three (3) feet in height if the sign is stake-mounted or portable.

(b) Multi-family properties: Temporary free-standing signs shall not exceed six (6) square feet in size and five (5) feet in height if the sign is post mounted on the ground. Temporary free-standing signs shall not exceed three (3) feet in height if the sign is stake-mounted or portable.

4. Window signs. Limited to no more than one (1) temporary window sign per residential unit, not to exceed four (4) square feet.

E. Non-residential or mixed-use properties. Temporary signs are allowed on properties within the TC, C, MUR, BP, and P zoning districts in accordance with the requirements of this Chapter and the following:

1. Building/Surface/Wall-mounted signs:

(a) Size. Limited to forty (40) square feet total per building site, not to exceed twenty (20) square feet per individual sign.

(b) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing the abutting street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

2. Freestanding signs (including post-mounted, stake-mounted, and portable signs): Size and Height. Limited to four (4) square feet in area; and sign cannot exceed five (5) feet in height if the temporary sign is post-mounted in the ground and cannot exceed three (3) feet in height if the temporary sign is stake-mounted or portable. No more than two (2) on-site freestanding temporary signs may be displayed per site.

3. Window signs. Limited to one temporary sign per window not to exceed fifty (50) percent of the individual window area, and not to exceed twenty (20) percent of the total ground floor window area on any given facade, subject to the window sign requirements of EMC Section 18.97.230.

F. Temporary signs on large properties within any zoning district. The following temporary signs may be placed on any site at least two (2) acres in size, in accordance with the requirements of this Section and the following:

1. Type. Any type.

2. Size and Height. Not to exceed sixty-four (64) square feet and up to eight (8) feet above ground level.

3. Exclusivity. The sign allowed under this subsection is in lieu of and shall not be displayed with or be in addition to other temporary signs allowed by this Section.

G. City Right-of-Way. Temporary signs are prohibited in the Roadway. Temporary Signs on City Right-of-Way (placed outside of the Roadway), must comply with the following requirements:

1. Location. Allowed only between the property line and the back of the nearest curb, or where no curb exists, between the property line and the nearest edge of the roadway pavement. Signs may not be placed on sidewalks, driveways, or other paved areas designed for pedestrian or vehicular use, or as conditioned in a Street Use permit. Approval of the abutting owner is recommended.

2. Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a Street Use permit.

3. Size and height. Limited to four (4) square feet, and three (3) feet in height.

4. Dilapidated or Nuisance signs. Any temporary sign in the right-of-way that is dilapidated or a nuisance, shall be removed by the person responsible for placement of the sign.

5. Other signs. The City may allow other signs in City right-of-way with a Street Use permit.

6. Attachments. Signs in the right-of-way may not include attachments such as balloons, streamers, or other attention-getting devices.

Section 18.97.250 Window Signs. No permit shall be issued for a permanent window sign that does not comply with the following standards:

A. Zone. Allowed in all zoning districts.

B. Number. No more than one (1) permanent window sign may be placed in a single window.

Figure 21

C. Setback Location. No higher than second (2nd) story windows for permanent window signs. For the requirements applicable to temporary window signs, see EMC Section 18.97.220.

D. Window Coverage. Window signs, whether temporary or permanent, shall not exceed twenty-five (25) percent of the area of the window on which they are displayed.

E. Height. No higher than the first story level of a building, maximum height twenty-five (25) feet from grade.

F. Design. Permanent window signs are limited to individual painted or vinyl cut-out letters and graphics, or neon signs constructed with or without a solid or opaque background. Permanent signs with solid backgrounds are not permitted in windows in order to ensure maximum light and visibility through windows. Temporary window signs are exempt from the restrictions in this Subsection E.

18.97.260 Sign Permits.

A. What is a Sign Permit? A sign permit is the approval granted by the City for any person to erect, alter, expand, or relocate a sign. For some signs, a building permit may also be required.

B. Is a Sign Permit Required? A sign permit is not required for any sign that is erected, altered, expanded, or relocated in accordance with the criteria listed in EMC Section 18.97.030 – Exemptions. Even if a permit is not required, the sign must conform to this Sign Code.

C. Who Approves the Application? Sign Permits are approved by the Community Development Director or designee. If a building permit is required for the sign, the Building Official approves the building permit. If a Street Use permit is required, the Public Works Director approves the permit.

D. Who May Submit an Application? The owner or tenant of the property where the sign will be located, or the owner's agent on their behalf and with their written consent.

E. How Do I Submit an Application? A complete sign permit application must be submitted to the City and the application must include all of the following:

1. *Application form*. A completed sign permit application, including the applicant's name, address, phone number, and e-mail address. If the applicant is not the property owner, then the property owner must be identified, and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign permit application and for the installation or posting of the sign on the property owner's land.

2. *Other permit applications*. If required by the Building Code, a completed building permit application. In some instances, a Street Use permit application or a Special Event permit application may be required.

3. *Building elevation/site plan*. Signs proposed to be mounted on a building require a building elevation drawn to scale that specifies the locations and size of existing signs on the building, the location and size of new signs proposed on the building, the dimensions of the wall plane upon which the signs will be placed, and drawings or photographs which show the scale of the sign in relation to surrounding doors, windows and other architectural features. Free-standing signs require a site plan indicating the proposed sign location as it relates to property lines, surrounding landscaping, adjacent streets, driveways and adjacent buildings.

4. *Detailed description of sign.* A scaled colored rendering or drawing of the sign and its associated structure, including dimensions of all sign faces, and descriptions of materials to be used on the sign and associated trim caps, fixtures and support structure, description of the sign face illumination and methods used to ensure that only text, graphics and logo shields are internally illuminated.

5. *Scaled installation drawing.* A scaled drawing that includes the sign description, proposed materials, size, weight, manner of construction and method of attachment, including all hardware necessary for proper sign installation, and if applicable, foundation design.

6. *Lighting.* A drawing indicating the location and fixture type of all exterior lighting for the proposed signs. The drawing shall specify wattage and lamp type to ensure compatibility with the illumination standards in EMC Section 18.97.050.

7. *Master Sign Plan.* If the sign is subject to a Master Sign Plan as described in EMC Section 18.97.270, a Master Sign Plan must be included as part of a complete sign permit, unless a Master Sign Plan for the site or building has already been approved, is current and is on file with the City.

8. *Fees.* Payment of the appropriate sign permit fee (and all other fees, such as building permit and/or electrical permit fees) must be paid.

F. How is Notice Provided? There is no notice to the public that a sign permit application has been submitted.

G. How is an Application Reviewed? A sign permit application follows the Process I procedure in EMC Sections 18.40.070 and 18.40.080. The application is categorically exempt from SEPA, and pursuant to RCW 36.70B.140(2), is exempt from the other permit processing requirements in RCW 36.70B.060 and RCW 36.70B.110, including, but not limited to, the notice of application, determination of completeness and issuance of a final decision within the time permit set forth in RCW 36.70.080.

H. What Approval Criteria are Used?

1. A sign permit application shall not be approved unless the Director makes written findings and conclusions that the criteria applicable to each sign type, as well as the Sign Standards in this Chapter, are satisfied.

2. Building permit applications associated with sign shall be reviewed by the Building Official for consistency with the Building Code.

3. If the sign uses electrical wiring and connections, a licensed electrician must submit a copy of the electrical permit application to the City, with the original submitted for approval to the State of Washington. If the sign requires a Street Use or Special Event Permit, the application shall be submitted with the sign permit application for review by the Public Works Director.

I. What if an Application is Denied? The applicant may file an administrative appeal as provided in EMC Section 18.40.080(D).

J. What Happens After Approval? Once the sign permit issues, the sign must be installed within 180 days or the sign permit will expire. Building permits and Street Use Permits shall expire in accordance with other applicable code provisions. No sign may be erected, altered or relocated if the sign permit has expired, even if the associated building permit or Street Use Permit has not expired.

18.97.270 Master Sign Plans.

A. What is a Master Sign Plan? A Master Sign Plan is a plan that includes, in a coordinated fashion, all of the signs needed for spaces in a proposed mixed-use or nonresidential,

multi-tenant building(s) or site development or for coordination of adjoining parcels seeking to combine their total street frontage subject to the sizing requirements in EMC Subsection 18.97.180.D. In addition, a Master Sign Plan may be voluntarily developed by the owner or agent of any new or existing non-residential use.

B. Who Approves the Application? The Community Development Director or designee.

C. Who May Submit an Application? The owner of the buildings or site development.

D. How Do I Submit an Application? A complete application for a Master Sign Plan must be submitted, which includes all of the following information:

1. A complete Master Sign Plan application, including the applicant's name, address, phone number and e-mail address. If the applicant is not the property owner(s), then the property owner(s) must be identified and the application must include an affidavit from the property owner(s), verifying that the property owner(s) has given permission for the applicant to submit the Master Sign Plan application. No Master Sign Plan application may be submitted without written consent from all affected property owners, and no sign may be placed upon real property without the consent of the real property owner(s).

2. A site plan drawn to legible scale, indicating the location of all buildings, driveways and pavement areas, landscape areas, abutting streets, and proposed freestanding signs on the site;

3. Elevation drawings of each building on a site that indicates proposed sign locations on each of the buildings;

4. Maximum allowable signage on each elevation based upon a five (5) percent calculation of all facades;

5. The Master Sign Plan application shall identify the sign features and sign types proposed to be used on each building and the proposed location. In addition, the applicant shall include a statement describing the manner in which the building or site owner wishes to allocate allowable signage among tenants and where specific tenant signage shall be located;

6. A narrative description of the development to demonstrate that the Master Sign Plan meets the required design standards of this Chapter;

7. Fees: Payment of all of the appropriate fees for a Master Sign Plan.

E. How is Notice Provided? There is no notice provided to the public that a Master Sign Plan application has been submitted.

F. How is an Application Reviewed? A Master Sign Plan application follows the Process I procedure in EMC Sections 18.40.070 and 18.40.080. The application is categorically exempt from SEPA, and pursuant to RCW 36.70B.140(2), is exempt from the other permit processing requirements in RCW 36.70B.060 and RCW 36.70B.110, including, but not limited to, the notice of application, determination of completeness and issuance of a final decision within the time permit set forth in RCW 36.70.080.

G. What Approval Criteria are Used? All signs in the Master Sign Plan must meet the criteria for approval of a sign permit in EMC Section 18.97.270. In addition, all of the signs in the Master Sign Plan:

1. Shall be architecturally similar and visually related to each other through the incorporation of common design elements. Up to two (2) sign types may be used on any one (1) building. All sign cabinets, trim caps, and all sign supports, such as poles and braces, shall be of a common color;

2. Shall be architecturally integrated with the buildings included in the Master Sign Plan; and

3. Must not obscure the view of other signs which are consistent with this Chapter.

H. What Happens if a Master Sign Plan is Denied? The applicant may file an administrative appeal as provided in EMC Section 18.40.080(D).

I. What Happens After Approval? Once the Master Sign Plan issues, the signs depicted in the approved Plan must be installed within one hundred eighty (180) days or the Master Sign Plan will expire. Building permits and Street Use Permits for any signs shown in the Master Sign Plan shall expire in accordance with other applicable code provisions. No sign may be erected, altered or relocated if the Master Sign Plan has expired, even if the associated sign permit, building permit or Street Use Permit has not expired.

J. Can the Master Site Plan be Amended? An application for an amendment to an approved Master Site Plan can be submitted at any time, subject to the same requirements and procedures that apply to the original Master Site Plan application. Tenants whose signs are included in the amendment application need the property owner's consent to file such application. In order to approve any such amendment, the Director shall consider the existing signs on the building(s) subject to the approved Master Sign Plan when determining whether the application meets the criteria for approval in Subsection G of this Section.

18.97.280 Sign Variances.

A. What is a Sign Variance? A variance application is submitted concurrent with a sign permit application when the property owner/tenant seeks to deviate from the strict application of the regulations in this Chapter which apply to: (1) sign placement on a parcel or building frontage; (2) sign area; or (3) sign height (as limited in this Chapter).

A variance may not be granted to allow any prohibited signs or prohibited sign features, as described in EMC Section 18.97.040, or for any other purpose that is not specifically listed in this subsection (A)(1) through (3). The variance procedure in this Section does not apply to the processing of any Street Use permit or Building permit.

First Amendment Exception. Where an applicant can demonstrate that the strict application of the regulations in this Chapter would violate his/her First Amendment rights, the City may grant a First Amendment exception that does not conform to all of the variance criteria in EMC Section 18.97.280(G) below. However, the applicant shall submit an application which provides his/her response to each of the variance criteria in EMC Section 18.97.280(G). In order to process a First Amendment exception, the City shall follow all other requirements of this Section. In order to approve a First Amendment exception, the City must make written findings, and may only grant such exception to the extent reasonably necessary to protect the applicant's First Amendment rights. If a First Amendment exception is granted, it shall be processed as an approval of a variance for purposes of this Chapter.

B. Who Approves the Application? After a public hearing on the consolidated applications of the sign permit and sign variance, the hearing examiner approves the applications.

C. Who May Submit an Application? The owner of the buildings, the owner of the property or site development.

D. How Do I Submit an Application? A complete application for a sign variance shall consist of the following:

1. Application form. A completed sign variance application, including the applicant's name, address, phone number and e-mail address. If the applicant is not the property owner, then the property owner must be identified and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign variance application and for the installation/posting of the sign on the property owner's property.

2. Sign Permit Application (all of the materials required by EMC Subsection 18.97.260(D) – Sign Permits.

3. A narrative report which describes the requested variance in detail. The report shall identify all of the sections of this Chapter from which the applicant is requesting the variance, as well as the nature and extent of the variance (in size, area, location on the property, height).

4. The narrative report shall also include the applicant's description of the manner in which the sign variance satisfies all of the variance criteria in subsection G below.

5. Payment of the appropriate sign variance fee.

E. How is Notice Provided? The public is given notice of a sign variance application and the associated sign permit application through issuance of a Notice of Application, as described in EMC Section 18.40.180.

F. How is an Application Reviewed? The sign variance application is consolidated for processing with the associated sign permit application, as Type III (hearing examiner review) in EMC Section 18.40.100. The City determines whether the applications are complete (EMC Section 18.40.150), the Notice of Application issues (EMC Section 18.40.180), a Notice of Public Hearing issues (EMC Section 18.40.190) and a public hearing is held by the hearing examiner (EMC Subsection 18.40.190(E)). The hearing examiner issues a decision (EMC Subsections 18.40.190(Q) and (R).

G. What Approval Criteria are Used? Sign variance applications shall be reviewed by the Hearing Examiner to determine whether all of the following criteria are satisfied. In order to approve any sign variance, the Director must make written findings to show that all of the following criteria have been met:

1. The request for a sign variance is due to unusual conditions pertaining to sign visibility needs for a specific building or lot; and

2. The sign will not create a hazard; and

3. The sign will not violate any state statute or any City Code provision (other than the ones identified in EMC Subsections 18.97.280(A)(1) through (3); and

4. The sign will not negatively affect adjacent property; and

5. The sign will be in keeping with the general character of the surrounding area and the granting of the variance would not result in an alteration of the essential character of the surrounding area; and

6. The proposed variance is consistent with the purposes and intent of the Zoning/Development Code and the purposes of this Chapter; and

7. The variance is consistent with the City's Comprehensive Plan; and

8. The applicant has established that there are practical difficulties in complying with the provision(s) of this Chapter identified in EMC Subsections 18.97.280(A)(1) through (3) and that the proposed sign is a reasonable use of the property, (economic considerations alone do not constitute practical difficulties); and

9. The plight of the applicant is due to circumstances unique to the property, which were not created by the applicant or landowner; and

10. The variance will not permit any sign or use that is not allowed in the zoning district where the affected land is located, nor will it allow any sign or sign feature prohibited under EMC Section 18.97.040.

H. What if an Application is Denied? The applicant may file an administrative appeal as provided in EMC Subsections 18.40.190(T) and (X).

I. What Happens After Approval? Once the variance and sign permit issue, the sign must be installed within one hundred eighty (180) days or the variance and sign permit will expire. Building permits and Street Use Permits shall expire in accordance with other applicable code provisions. No sign may be erected, altered or relocated if the sign permit has expired, even if the associated building permit or Street Use Permit has expired.

18.97.290 Nonconforming Signs, Maintenance, Removal and Enforcement.

A. Nonconforming Signs. Any lawful nonconforming sign may be continued, as long as it is maintained only in the manner and to the extent that it existed at the time it became nonconforming. Illegal signs shall not be considered nonconforming signs.

B. Maintenance. It is unlawful for any owner of record, lessor, lessee, manager or other person having lawful possession or control over a building, structure or parcel of land to fail to maintain any signs on the building, structure or parcel in compliance with this Chapter and the Zoning Code (EMC Title 18 – Development Standards). Failure to maintain a sign constitutes a violation of this Chapter, and shall subject the violator to enforcement under the provisions of EMC Chapter 18.85 – Enforcement.

1. *Sign Maintenance*. All signs, whether or not in existence prior to the adoption of this Chapter, shall be maintained. Maintenance of a sign shall include periodic cleaning, replacement of flickering, burned out or broken light bulbs or fixtures, repair or replacement of any faded, peeled, cracked or otherwise damaged or broken parts of a sign, and any other activity necessary to restore the sign so that it continues to comply with the requirements and contents of the sign permit issued for its installation and the provisions of this Chapter.

2. *Landscape Maintenance.* Required landscaped areas associated with an approved sign shall receive regular repair and maintenance. Plant materials that do not survive after installation in required landscape areas are required to be replaced within six (6) months of the plant's demise or within the next planting season, whichever event first occurs.

C. Removal. Any vacant or unused sign support structures, angle irons, sign poles or other remnants of old signs which are currently not in use, or are not proposed for immediate reuse by a sign permit application for a permitted sign, shall be removed. In addition to the remedies in EMC Chapter 18.85 – Enforcement, the Director shall have the authority to require the repair, maintenance or removal of any sign or sign structure which has become dilapidated or represents a hazard to the safety, health or welfare of the public, at the cost of the sign and/or property owner.

D. Enforcement. Violations of the provisions of this Chapter shall be enforced according to EMC Chapter 18.85 – Enforcement.

Section 18.97.300 Definitions. The words and phrases used in this Section shall be construed as defined in this Chapter, unless the context clearly appears otherwise. Unless specifically defined in this Section, the definitions set forth in other provisions of this Code shall likewise apply to this Chapter.

"A"

"Abandoned sign" means a sign, the face of which has been removed or is broken and is not refaced within one hundred eighty (180) days thereafter. Abandoned signs shall also include signs with rusted, faded, peeled, cracked or otherwise deteriorated materials or finishes that have not been repaired within ninety (90) days after the City provides notice of the sign's deteriorated condition under the City's enforcement chapter (EMC Chapter 18.85 – Enforcement).

"Accessory sign" means a permanent, free standing or building mounted sign of limited height and size that provides supplemental opportunity for free standing or building mounted signage on a site, at points of egress or entry.

"Aerial sign" means a free floating balloon, kite or similar object not directly secured to property within the City.

"A-frame sign" *see also,* portable sign or sandwich board sign, means signs capable of standing without support or attachment.

"Alter" means to change the copy, color, size, shape, illumination, position, location, construction or supporting structure of a sign, not including ordinary maintenance.

"Area of a sign" means the smallest square, rectangle, parallelogram or circle that will enclose the extreme limits of writing, representation, logo, or any figure of similar character, together with any frame, background area, structural trim, or other materials or color forming an integral part of the display or used to differentiate such sign from the background against which it is placed. The supports or uprights on which any such sign is supported shall not be included in determining the sign area. The area of signs with two (2) faces shall be considered to be the area of the largest face. The area of signs with three (3) or more faces shall be considered to be the area of the largest face or one-half (1/2) the area of all of the faces, whichever is less.

"Awning or Canopy sign" means a sign affixed to or imprinted on an attached shelter composed on non-rigid materials such as an awning, or a permanent architectural projection, such as an awning or canopy, composed of non-rigid materials on a supporting framework, affixed to the exterior wall of a building, extending over a door, entrance, window or outdoor service area.

"B"

"Business activity" means an enterprise offering goods, services, or other consideration to the public, in legal occupancy of a site or of a specific portion of a site and under separate and distinct management from any other enterprise located on the same site.

"Business frontage" means the horizontal dimensions of a building or individual business elevation measured at ground level.

"C"

"Canopy or Awning sign" – see definition under "Awning or Canopy sign" above.

"Changeable copy sign" means a sign or portion thereof which is designed to have its message or copy readily changed manually or by remote or automatic means without altering or replacing the face or surface. Changeable copy signs support hard-copy text or graphics and do not use digital or electronic text or images.

"D"

"Daytime" means the hours beginning one-half hour after legal sunrise and continuing until one-half hour before legal sunset.

"Digital Sign" means a changeable copy sign with monochrome LED (light emitting diodes) text, graphics or symbols over a black, non-illuminated background.

"Directional sign" means a sign erected for the purpose of facilitating or controlling the efficient and safe movement of pedestrians or vehicles within a multi-tenant development.

"E"

"Electronic Message Center Sign" or "EMCS" means an electrically activated changeable copy sign having variable message and/or graphic presentation capability that can be electronically programmed by computer or handheld device from a remote location. EMCS typically use light emitting diodes (LED's) or liquid crystal display (LCD) as a lighting source.

"Elevation" means the visible vertical plane of the side of a building from ground level to the roof line.

"Elevation, primary" means the side of a building directly abutting either a street or a parking area. A business owner may choose which elevation is considered the primary elevation, except that in a multi-tenant building, the elevation which is contiguous to other businesses shall be the primary elevation.

"Elevation, secondary" means any elevation of a building not determined to be a primary elevation.

"F"

"Façade" means the elevation of a building extending from the ground level up to the bottom of the fascia on a pitched roof building, and up to the top of the wall or parapet on a flat roof building. The area of a façade for purposes of calculating allowable wall signage includes the area of the windows and doors but excludes openings that do not have solid coverings, such as breezeways, colonnades and gateways that extend to the backside of the building.

"Fascia" means an architectural term for a vertical frieze or board under a roof edge or which forms the outer surface of a cornice, visible to an observer.

"Flag" means a flat piece of cloth, with distinctive colors, patterns or symbols, having one end of the cloth attached to a vertical staff (directly or by rope and pulley mechanism) and all other ends free-flowing under natural movement of wind.

"Flag canopy" means a line of flags, or a series of lines of flags, suspended above a site.

"Flashing sign" means an electric sign or portion thereof, except an EMCS, which changes light intensity in a sudden transitory burst, or which switches on and off in a constant pattern in which more than one-third of the non-constant light source is off at any one time.

"Freestanding sign" means a sign and its support pole or base standing directly on the ground that is independent from any building or other structure.

"Freeway" means a limited access highway, state route or interstate.

"Freeway oriented sign" means a sign within one hundred fifty (150) feet of a freeway right-of-way that has its sign face parallel to, perpendicular to, angled toward, or otherwise readable from the freeway right-of-way.

"Frontage" means the property line of an individual lot, tract or parcel that abuts a public or private street right-of-way, excluding alleys and private driveways. The number of frontages on a lot is the same as the number of public or private street rights-of-way that the lot abuts.

"G"

"Gross leasable space" means area of a single leasable space, regardless of the number of tenants or leases within the space.

"Ground-mounted or Landscape Wall sign" means a sign consisting of individual letters mounted on a screen or perimeter wall which may be attached or detached from a building, but which is architecturally integrated with the overall development.

"H"

"Halo illuminate" means a light source placed behind totally opaque letter or symbol so that the light reflects off the wall or background to which the letters or symbols are mounted rather than emanating through the letters or symbols, creating a halo effect that leaves the letters or symbols viewable in silhouette form only.

"Height of sign" means the overall height of the sign above grade directly below or at the base of the sign.

"I"

"Illegal sign" means a sign which does not conform to the requirements and standards of this Chapter and which does not meet the criteria of a nonconforming sign as defined in this Definitions Section.

"Integrated development site" means any commercial or noncommercial development site, regardless of the number of lots or individual tenants, that is developed with common parking, layout, architecture or design features.

"Item of information" means a word, figure, logo, abbreviation or other symbolic representation.

"L"

"Landscape Wall Sign" *see*, definition of "Ground-mounted Sign."

"Logo" means a design of letters, colors or symbols used as a trademark or for identification in lieu of, or in conjunction with, other signs.

"Logo shield" means a logo contained within an area no greater than four (4) square feet, incorporated into a larger sign face or designed as an individual sign or component of a sign containing individually mounted sign graphics.

"Lot line" means a line that separates two lots.

"Luminance" means the photometric quality most closely associated with the perception of brightness. Luminance is measured in candelas per square meters or "nits."

"M"

"Mansard" means a roof with two slopes on each side of the four (4) sides, the lower steeper than the upper.

"Master Sign Plan" means a coordinated sign plan which includes the details of all signs (not including exempt or temporary signs) which are or will be placed on a site.

"Monument sign" means a freestanding low profile sign with the sign width greater than the sign height and designed with a solid base and background.

"Motion" means the depiction of movement or change of position of text, images or graphics. Motion shall include, but not be limited to, visual effects such as dissolving and fading text and images, running sequential text, graphic bursts, lighting that resembles zooming, twinkling or sparkling, changes in light or color, transitory bursts of light intensity, moving patterns or bands of light, expanding or contracting shapes and similar actions.

"Multitenant development" means a development consisting of three (3) or more leasable spaces.

"N"

"Natural grade" means the topographic condition or elevation of a site or portion of a site over the past five (5) years, or the finished grade of an approved site development plan. Changes to grade or elevation resulting from fill, mounding, or berming within five (5) years preceding any requested permit other than a site development plan shall not be considered natural grade for permitting purposes.

"Neon sign" means a sign with illumination affected by a light source consisting of a neon or other gas tube which is bent to form letters, symbols or other shapes.

"Nighttime" means the hours beginning one-half hour before legal sunset and continuing until one-half hour after legal sunrise.

"Nits" means a unit of measure of brightness or luminance. One (1) nit is equal to one (1) candela/square meter.

"Nonconforming sign" means any sign, which at one time conformed to all applicable requirements and standards of this Chapter, including all permit requirements, but which subsequently ceased to so conform due to changes in such requirements and standards.

"Nonresidential zone" means, in the context of this Chapter, any zone that does not include residential dwelling units except for mixed use zoning districts where residential units are located above or behind nonresidential uses and the ground floor streetscape is characterized by commercial and other nonresidential uses.

"O"

"Opaque" means a material that does not transmit light from an internal illumination source.

"P"

"Painted sign" means a sign painted directly on a building or on material which is then attached to a building. *See also,* "wall sign."

"Pan-channel" means a sign graphic that is constructed of a three-sided metal channel, usually having a light source contained within the channel. The open side may face inward, resulting in silhouette lighting, or it may face outward to allow full illumination. The open side of the channel may be enclosed with a translucent material.

"Parapet" means a protective wall or barrier projecting above any canopy, balcony or roof.

"Permanent sign" means a sign constructed of weather resistant material and intended for permanent use and that does not otherwise meet the definition of "temporary sign." Wall mounted sign holders designed for insertion of signs and posters shall be considered permanent signage and subject to all standards of this chapter.

"Pole sign" means a sign mounted on a weighted base, intended to be movable.

"Portable sign" means a free-standing sign that is readily moveable and not permanently affixed to the ground, including A-frame or sandwich board signs, pole signs mounted on weighted bases, and similar signs that are used on more than a temporary basis.

"Projecting sign or Projection sign" means a sign attached to a building with the face not parallel to the vertical surface of the building. Projecting signs include signs projecting directly from walls, or signs hanging from porch ceilings or other support structures.

"R"

"Raceway" means a box-type conduit to house electrical wires for signs and used to support and/or affix signage on a wall.

"Right-of-Way" means the strip of land platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles or utilities.

"Roadway" means that portion of the street improved, designed, or ordinarily used for vehicular travel and parking, exclusive of the sidewalks and shoulder. Where there are curbs, the roadway is the curb to curb width of the street.

"Roof line" means the uppermost edge of the roof or the top of the parapet, excluding mechanical equipment screens, whichever is highest. Where a building has several roof levels, the roof line shall be the one belonging to that portion of the building on which the sign is located.

"Roof mounted sign" means a sign which has a point of attachment to the roof or mansard of a building. Architectural projections, including mechanical equipment screens, above any parapet or roof line whose sole function is a background for signs shall be considered a sign structure. A sign on such an architectural projection shall be considered a roof sign.

"S"

"Sandwich board sign" – *see* "A-frame sign" definition.

"Service Island sign" means a permanent sign displayed on the service island canopy of a gas station, bank, carwash or other use that provides a canopy cover for vehicles. Service island signs are not the same as awning or canopy signs as otherwise defined by this chapter.

"Sign" means letters, figures, symbols, trademarks, or logos, with or without illumination, intended to identify any place, subject, person, firm, business, product, article, merchandise or point of sale. A sign also includes balloons attached to sign structures, products,

streamers, spinners, pennants, flags, inflatables or similar devices intended to attract attention to a site or business, as well as architectural or structural forms, illuminated panels, spandrels, awnings and other structural or architectural features not common to classic vernacular or non-corporate regional architecture and that are intended to convey a brand, message or otherwise advertise a location or product, whether or not such features include text or graphics and whether or not they serve other practical purposes such as lighting, covering or enclosure of persons or products. A sign includes any device which streams, televises or otherwise conveys electronic visual messages, pictures, videos or images, with or without sound or odors. Refer to EMC Section 18.97.040 for a list of prohibited signs.

"Signable area" means the area of the largest rectangular portion of a face of a building to which a sign is affixed or proposed to be affixed, which can be included within parallel, vertical, and horizontal lines uninterrupted by significant architectural features of the building.

"Sign walker" means a sign carried by a person.

"Site" means a unit of land, together with all improvements thereon, determined as follows:

1) a unit of land which may be conveyed separately from any and all adjacent land without the requirement of approval of a boundary line adjustment, short plat or a preliminary plat.

2) Two (2) or more buildings or business activities that are or will be related to each other physically or architecturally, such as by sharing off-street parking facilities, so as to form an integrated development, such as a shopping center, industrial park, or office complex.

"Spandrel" means a panel or box-type structure that spans between and/or is connected to the support columns of a porch, colonnade or canopy, usually for architectural embellishment and/or signage purposes.

"Special event sign or temporary sign" means signs or advertising displays or a combination thereof which advertises or attracts public attention to a special one-time event, including but not limited to, the opening of a building or business activity, the sale of goods and services at discounted or otherwise especially advantageous prices or similar event.

"Static" means without motion.

"Story" means that portion of a building included between the upper surface of a floor and the upper surface of the floor or ceiling next above.

"Suspended Sign" means a sign mounted above a sidewalk adjacent to a business, affixed to a beam, overhang, roof or other fixture that is an integral part of a building.

"T"

"Temporary sign" means any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, excluding portable signs as defined by this Chapter,

including any poster, banner, placard, stake sign or sign not placed in the ground with concrete or other means to provide permanent support, stability and rot prevention. Temporary signs may only be made of non-durable materials including, but not limited to, paper, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than twenty (20) oz. fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this Chapter. Temporary sign may also include special event signs.

"Tenant space" means the entire building which encompasses a building or use on a site; or in buildings designed for multi-tenant occupancy, it is the space between demising walls and which has an independent entrance to common corridors or to the outside. Portions of tenant spaces that are sublet to or otherwise allowed to be used by persons or businesses other than the principle person or business of a tenant space are not considered tenant spaces in the context of this chapter.

"U"

"Unshielded lighting" means an external illumination source which is exposed to view.

"V"

"W"

"Wall sign" means a sign which is attached parallel to or painted on a wall, including parapet or canopy fascia, or a building.

"Width of sign" means the total horizontal dimension of a sign, including all frames or structures.

"Window" means the entire window unit including individual sashes or panes that might otherwise divide the area between the head, jamb and sill; except that in commercial storefront window assemblies, a single "window" is the glass area between each mullion that divides the window assembly, whether installed as a single piece of glass or as multiple pieces of glass divided by muntins.

"Window sign" means a sign that is attached to or is intended to be seen in, on or through a window of a building and is visible from the exterior of the window.

City Of Edgewood
Council Agenda Summary Sheet

SUBJECT: Interim Zoning Ordinance	**Agenda Item #:**	**AB19-0553**
	For Agenda of:	**July 9, 2019**
	Prepared by:	**Darren Groth**

ATTACHMENTS (list): ☒ Amending Ordinance with Attachment 1 (Affected Properties Map)

Approval of Materials:			
Mayor, Daryl Eidinger	☐	**Expenditure Required:**	
Asst. City Administrator, Dave Gray	☐	**Amount Budgeted:**	
City Attorney	☐	**Appropriation Required:**	
City Clerk, Rachel Pitzel	☐	**Timeline:** July 09 Regular Council Meeting	
Community Development Director, Darren Groth	☒		
Public Works, Jeremy Metzler	☐		
Police Chief, Micah Lundborg	☐		

Fiscal Note/Consideration: N/A

SUMMARY STATEMENT:

On April 9, 2019, Council adopted Ordinance 19-0547, which adopted an emergency interim zoning ordinance on the acceptance of applications for new residential/multi-family development in the TC, C, MUR, and BP zones for a period of six months. Ordinance 19-0547 allows the City Council to consider whether the amount and type of residential/multi-family development in the TC, C, MUR, and BP zones should be modified. May 7th was the study session where the Council, Mayor, and staff were all present to discuss how the City will complete all of the "whereas" activities described in Ordinance 19-0547.

On May 14, 2019, the City Council heard staff presentations and public testimony on the issue whether interim zoning ordinance No. 19-0547 should be terminated, modified or continued. The City Council voted to continue the interim zoning ordinance as adopted. During the next regular City Council meeting on May 28, 2019, the City Council adopted Resolution No. 19-0458, adopting findings of fact to support the continued maintenance of interim zoning Ordinance No. 19-0547.

City Council added on continued discussions for interim zoning Ordinance No. 19-0547 on each agenda during their June 11, 2019, June 18, 2019, June 25, 2019, and July 2, 2019 meetings. In addition, on June 20, 2019, the City Council held a Town Hall style open house meeting to review the public sentiment regarding growth and residential development in Edgewood in order to learn from citizens about the desired future of the community.

On October 27, 2015 City Council adopted Ordinance No. 15-0450, to set in motion a previous interim zoning ordinance that resulted in subsequent development standards modifications adopted under City Ordinance Number 17-0496. Ordinance No. 17-0496 amended Edgewood Municipal Code (EMC) Section 18.80.080 to establish new minimum standards for multi-family residential and commercial developments along the Meridian Corridor.

In addition to raising the development standards under Ordinance No. 17-0496, the City's Planning Commission is currently reviewing the EMC's use tables and other potential development regulation amendments that may be necessary in the future. Based on the continued work of the Planning Commission and the Economic Development Advisory Board (EDAB), as well as the public comments and testimony provided during the multiple Council deliberation sessions, City Council members expressed an opportunity to revisit the interim zoning ordinance with an option to focus the scope onto a specific geographic area of the city. The proposed geographic scope is limited to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue.

RECOMMENDED ACTION: Amend Ordinance No. 19-0547 (the interim zoning ordinance) to reflect the recommendation in this agenda bill, and as shown in the attached proposed Ordinance.

ORDINANCE NO. 19-0553

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, RELATING TO LAND USE AND ZONING, AMENDING THE EMERGENCY INTERIM ZONING ORDINANCE NO. 19-0547, ADOPTED ON APRIL 9, 2019, ON THE ACCEPTANCE OF APPLICATIONS FOR NEW RESIDENTIAL/MULTI-FAMILY DEVELOPMENT IN THE TOWN CENTER (TC), COMMERCIAL (C), MIXED USE RESIDENTIAL (MUR) AND BUSINESS PARK (BP) ZONES, TO BE IN EFFECT FOR A PERIOD OF SIX MONTHS, SUCH AMENDMENT FOR THE PURPOSE OF NARROWING THE INTERIM ZONING ORDINANCE'S EFFECT TO ELIMINATE ALL OF THE PROPERTY IN THE TC, C, AND BP ZONES, AS WELL AS ALL OF THE PROPERTIES IN THE MUR ZONE ON THE west SIDE OF MERIDIAN AVENUE, (KEEPING ONLY THE "AFFECTED PROPERTIES" in the MUR zone ON THE EAST SIDE OF MERIDIAN AVENUE, AS SHOWN IN THE ATTACHED MAP AS EXHIBIT A), ALL AS ALLOWED BY RCW 35A.63.220 AND RCW 36.70A.390, PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY NECESSITATING IMMEDIATE ADOPTION OF THE INTERIM ZONING ORDINANCE

WHEREAS, pursuant to chapter 35A.63 RCW and chapter 36.70A RCW, the City of Edgewood has established various zoning districts to ensure orderly and appropriate land use development consistent with the City's Comprehensive Plan; and

WHEREAS, the City has established four zoning districts that allow multi-family residential, commercial, light industrial, professional offices, employment uses, senior housing/apartments and retail, which are the Town Center (TC), Commercial (C), Multi-Use Residential (MUR) and Business Park (BP) zoning districts; and

WHEREAS, in the last five years, the City has experienced a large number of permit applications for residential uses and multi-family development (that was not paired with retail or commercial uses) in these four zones; and

WHEREAS, the City Council is concerned that unless there is a temporary prohibition on residential and multi-family residential uses that is not paired with retail or

commercial uses within from these four zones, that there will not be any available property left in these zones for commercial and retail uses to locate in the City; and

WHEREAS, the Edgewood City Council may adopt an interim zoning ordinance to be in effect immediately and extend for a period of up to six months, as long as it holds a public hearing on the proposed interim zoning ordinance within sixty days after adoption and subsequently adopts findings of fact to support the interim zoning ordinance (RCW 35A.63.220, RCW 36.70A.390); and

WHEREAS, an interim zoning ordinance would still allow property owners to submit applications for some development in the affected zones; and

WHEREAS, through the adoption of an interim zoning ordinance, the City Council can maintain the status quo by prohibiting the submission and/or processing of non-exempt development applications for residential and multi-family residential uses in these zones for a six-month period of time; and

WHEREAS, during the six-month period while the interim zoning ordinance is in effect, the Council will consider whether the amount and type of residential/multi-family development in the TC, C, MUR and BP zones should be modified; and

WHEREAS, while the interim zoning is in effect, the City Council will direct the City staff to consider all relevant facts, perform SEPA and all necessary analyses to determine whether a permanent zoning ordinance should be adopted;

WHEREAS, during this six-month period, an ordinance which includes these modifications will be drafted and processed according to applicable law, which will include public notice of public hearings, SEPA and consideration/action on the final draft of the ordinance by the City Council; and

WHEREAS, the City's SEPA Responsible Official has determined that the interim zoning ordinance and this amendatory ordinance must be adopted on an emergency basis under WAC 197-11-880 (but the City Responsible Official will comply with SEPA within the next 60 days); and

WHEREAS, on April 8, 2019, the City Council considered and approved the interim zoning ordinance, No. 19-0547, during the Council's regular meeting of April 8, 2019; and

WHEREAS, on May 7, 2019, the City Council held a study session and discussed the scope of interim zoning ordinance No. 19-0547; and

WHEREAS, during the study session, staff shared the findings of Ordinance 17-0496, which was adopted on April 11, 2017 and revised the use table, densities, and location of mixed uses in the TC, C, MUR, and BP zoning districts; staff also briefed the City Council on the status of Edgewood's targets under the Growth Management Act; and

WHEREAS, the City Clerk provided the requisite public notice of the public hearing that must be held within 60 days after adoption of an interim zoning ordinance (RCW 35A.63.220 and RCW 36.70A.390), which public hearing was on May 14, 2019; and

WHEREAS, on May 14, 2019, the City Council heard staff presentations and public testimony on the issue whether interim zoning ordinance No. 19-0547 should be terminated, modified or continued; and

WHEREAS, on May 28, 2019, the City Council adopted Resolution No. 19-0458, adopting findings of fact to support the continued maintenance of interim zoning Ordinance No. 19-0547; and

WHEREAS, on June 11, 2019, June 18, 2019, June 25, 2019, and July 2, 2019, the City Council added continued discussions for interim zoning Ordinance No. 19-0547 on each agenda; and

WHEREAS, on June 20, 2019, the City Council held a Town Hall style open house meeting to review the public sentiment regarding growth and residential development in Edgewood in order to learn from citizens about the desired future of the community; and

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

Section 1. Amendment to Edgewood Ordinance No. 19-0547. The City Council hereby amends Section 2 of Ordinance No. 19-0547 as follows:

> **Section 2.** Interim Zoning Imposed. Except as set forth in Section 3 of this Ordinance, the City Council hereby prohibits the City's acceptance and processing of the following applications/approvals submitted for any residential or multi-family residential uses on property located ~~in the following zones: Town Center (TC), Commercial (C),~~ within the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue, as shown as the "Affected Properties" in the attached map labeled "Exhibit A," and incorporated herein as if fully set forth; ~~and Business Park (BP):~~
>
> A. Preliminary plats, subdivisions, short plats, short subdivisions, binding site plans, vacation of plats, alteration of plats;
>
> B. Any type of land use approval, including, but not limited to, building permits, conditional use permits, variances, site plans site development approvals, critical areas permits.

All remaining provisions of Ordinance 19-0457 shall remain the same.

Section 2. Declaration of Emergency. This amendment to interim zoning ordinance No. 19-0547 must be adopted to be effective immediately in order to preserve the status quo while the City reviews and revises, as appropriate, its current development regulations and comprehensive plan relating to residential and multi-family residential development on the properties on the east side of Meridian Avenue within

the MUR zoning district, as shown in Exhibit A as the "Affected Properties," and to prevent new residential/multi-family residential permit applicants from potentially establishing vested rights inconsistent with the City's future regulatory framework to be considered and adopted while the interim zoning ordinance is effective. The findings and conclusions above are adopted by the City Council in support of the designation of this ordinance as a public emergency necessary for the protection of the public health, public safety, public property and public welfare. This ordinance shall take effect immediately upon adoption by the Council, by a vote of a majority of the Council plus one, and shall remain effective for six months unless earlier terminated by the City Council.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or unconstitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Publication. This Ordinance will be published by an approved summary consisting of the title.

Section 5. Effective Date. This Ordinance has been passed by a majority plus one vote of the whole membership of the City Council, and shall take effect and be in force immediately upon passage.

PASSED BY THE EDGEWOOD CITY COUNCIL ON THIS ___TH DAY OF _____, 2019.

CITY OF EDGEWOOD

_____
Daryl Eidinger, Mayor

ATTEST/AUTHENTICATED:

By:_____
Rachel Pitzel, City Clerk

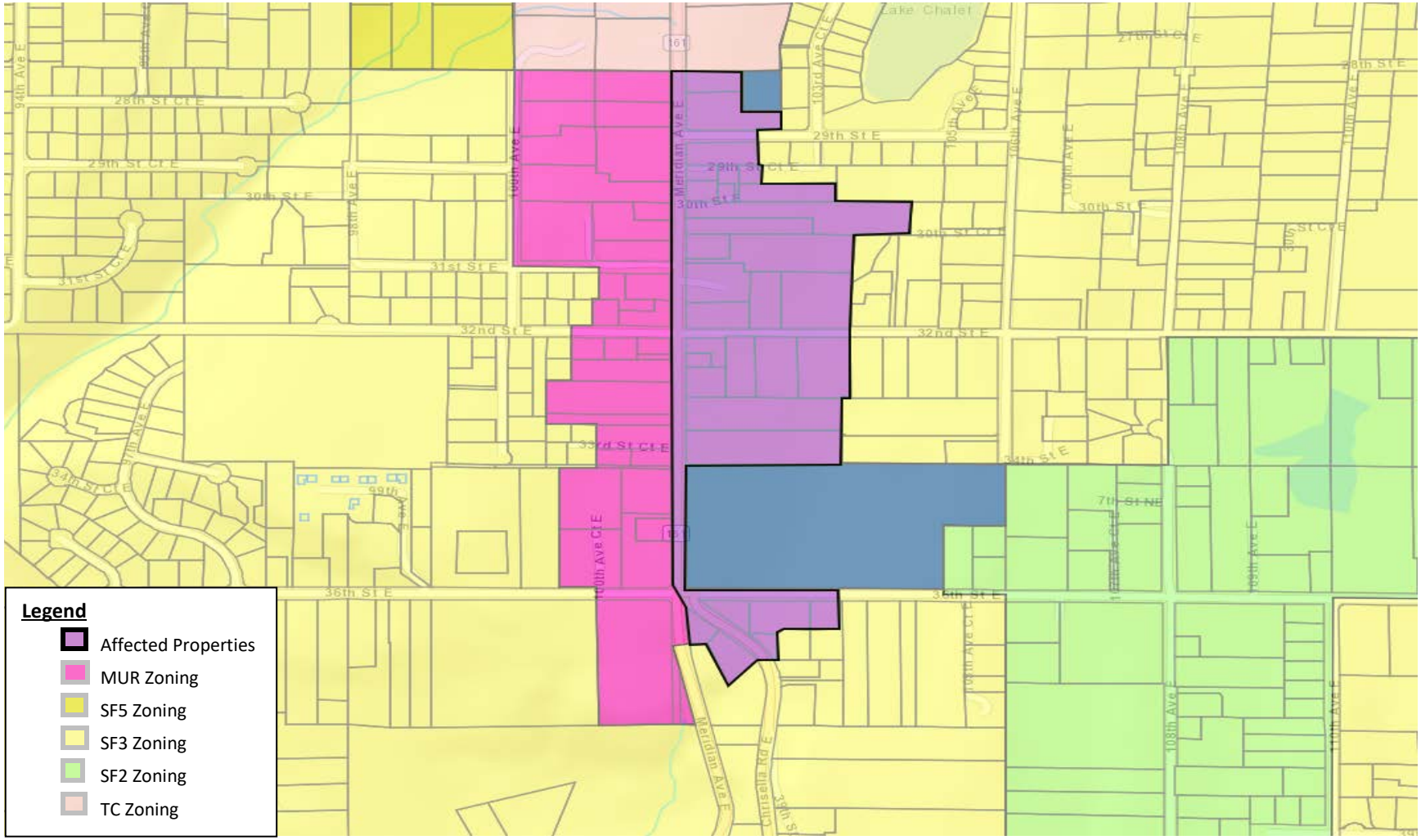
APPROVED AS TO FORM:

By: _____
City Attorney

AMENDMENT TO ORD NO. 19-0547 – EXHIBIT MAP

COMMUNITY DEVELOPMENT DEPARTMENT

2224 104TH AVENUE EAST, EDGEWOOD, WA 98372 • (253)952-3299



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. This product has been produced by the City of Edgewood for the sole purpose of geographic reference. No warranty is made by the City of regarding specific accuracy or completeness. The base data contained herein was taken from the City's Official Zoning Map.