



**CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA**

August 27, 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 August 13, 2019,
- B. Study Session Meeting Minutes of August 20, 2019,
- C. **AB19-032**, a motion approving August 2019 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Dept. of Retirement Systems; Dept. of Child Support; and IRS 941 ACHs in the amount of \$95,966.32; and Vendor Check Numbers 23953 through 23967 with EFT and Direct Pay Payments in the amount of \$290,109.15. Total distributions submitted for review & authorization in the amount of \$386,075.47.
- D.  **AB19-033**, a motion to approve the posting of an Associate Planner/Senior Planner position
- E.  **AB19-034**, a motion to publish the Request for Proposal (RFP) for Town Center (TC) and Mixed Use Residential (MUR) Planning Study
- F.  **AB19-0471**, a motion to adopt Resolution No. 19-0471, Pierce County Public Works Road and Traffic Maintenance Services Memorandum of Agreement (MOA) Addendum
- G.  **AB19-0472**, a motion to adopt Resolution No. 19-0472, adopting the 2020-2025 Transportation Improvement Plan (TIP)

5. COUNCIL BUSINESS

- A.  **AB19-0555**, a motion to adopt Ordinance No. 19-0555, relating to Dangerous Dogs and Potentially Dangerous Dogs, repealing Ordinance No. 19-0546, amending section 6.01.020 of the EMC

6. COUNCIL COMMENTS

7. ADJOURN



**CITY OF EDGEWOOD
REGULAR COUNCIL MEETING SUMMARY**

August 13, 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. Deputy Mayor Christopherson led the 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 Nate Lowry. **Excused:** Councilmember Colleen Wise, Councilmember Rosanne Tomin.

Staff Present: Assistant City Administrator Dave Gray, City Clerk Rachel Pitzel, Community Development Director Darren Groth, Public Works Director Jeremy Metzler, Sergeant Pat Burke, Interim City Attorney, Ann Marie J. Soto.

Additions/Deletions to the Agenda

Councilmember Day asked to table the Associate Planner discussion to the next study session.

Motion: Table Item No 6B - Discussion of the Associate Planner/Senior Planner position back a week to the next regular study session, **Action:** Table, **Moved by** Councilmember Ryan Day, **Seconded by** Councilmember Mark Creley. **Motion passed (3-2, Christopherson & Lowry)**
Vote: Motion passed (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Councilmember John C. West, Councilmember Mark Creley, Councilmember Ryan Day.

No: Deputy Mayor Tyron Christopherson, Councilmember Nate Lowry.

2. PUBLIC HEARING

AB19-028 - Proposed Transportation Improvement Program (TIP) 2020-2025.

Mayor Eidinger read the rules for the hearing.

Mayor Eidinger opened the public hearing at 7:04pm.

Public Works Director Jeremy Metzler gave an update on the proposed TIP.

Mayor Eidinger asked for public comments.

Andrew Weisenfeld commented on items one and 11 on the provided spreadsheet.

Mayor Eidinger closed the public hearing at 7:09pm

3. AUDIENCE COMMENT

There were no audience comments.

4. MAYOR'S REPORT

Mayor Eidinger spoke about the following:

- School district contractors are finishing up their sewer work on 24th St E between 110th and Meridian and we are scheduled to open the road again this week.

- Crews are still scrambling to get the new school open in time for the first day of school.
- Dave and I met with the mayors and administrators of Fife and Milton for our quarterly meeting to discuss local issues and cooperation.
- Sandi or police office assistant has been working hard to get us prepared for any possible emergency. We have had fire drills and disaster preparedness training and we now have food on hand if our staff has to remain here for an extended period. We are also looking at water storage on-site along with additional fuel for the generator.
- National Night Out was a success with our officers attending about half a dozen events. Councilmember West and Wise attended the home that I visited.
- We concluded our WCIA audit of our Public Works department with no findings or issues, thanks to Jeremy and Dave for a job well done.
- Connect over Coffee is this Saturday along with Milton Days.

Public Works Director Metzler briefed on the following:

- Preparing to submit a Grant to the TIB for intersection repair funding
- Gate for the Public Works yard is slated to be finished August 14.

Assistant City Administrator Gray briefed on the following:

- Discussed the consent agenda item under expenditures and distinguishing the debt under the LID.

Sergeant Burke briefed on the following:

- Recapped on National Night Out.
- Phlebotomy lab is up and running.

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 July 23, 2019,
- B. Study Session Meeting Minutes of July 30, 2019,
- C. Review of Commission, Committee and Board meeting minutes of June/July 2019.
- D. **AB19-029**, a motion approving August 2019 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Dept. of Retirement Systems; Dept. of Child Support; AWC Employee Benefit Trust; and IRS 941 ACHs in the amount of \$135,007.80; and Vendor Check Numbers 23928 through 23952 with EFT and Direct Pay Payments in the amount of \$960,646.82. Total distributions submitted for review & authorization in the amount of \$1,095,654.62.
- E. **AB19-0468**, a motion to adopt Resolution No. 19-0468, Amending Council Rules of Procedures 8.9 (8) – Consent Agenda
- F. **AB19-0469**, a motion to adopt Resolution No. 19-0469, Pierce County Sheriff's Contract Amendment
- G. **AB19-0470**, a motion to adopt Resolution No. 19-0470, General Sewer Plan Update Contract

Motion: as presented, **Action:** Approve, **Moved by** Deputy Mayor Tyron Christopherson, **Seconded by** Councilmember Ryan Day. **Motion passed unanimously (5-0).**

6. COUNCIL BUSINESS

- A. **AB19-0554**, a motion to adopt Ordinance No. 19-0554, relating to parking of vehicles in the right-of-way, adopting new Chapter 10.12 of the EMC.

Public Works Director Jeremy Metzler briefed on the agenda item.

Motion: with amended language to include 24th St. E. and 97th Ave Ct. up to Meridian., **Action:** Approve as amended, **Moved by** Deputy Mayor Tyron Christopherson, **Seconded by** Councilmember John C. West. **Motion passed unanimously (5-0).**

- ~~B. **AB19-030**, discussion on Associate Planner/Senior Planner position~~ *(removed from agenda)*

- C. **AB19-031**, continued discussion on Interim Zoning Ordinance

Community Development Director Darren Groth noted he did not have any new discussion points to this item other than informing Council the RFP will be discussed and presented to Council at the next regular study session.

7. COUNCIL COMMENTS

Councilmember Day - Congratulated Assistant City Administrator Gray on working towards eliminating the debt for the city. He also noted when talking with citizens, folks are very complementary to Jeremy Metzler.

Deputy Mayor Christopherson discussed the Advanced Certificate of Municipal Leadership award Mayor Eidinger earned and congratulated him on his work.

Councilmember West asked about affordable housing and asked where he should direct folks with their questions.

8. EXECUTIVE SESSION

There was no executive session.

9.ADJOURN

Mayor Eidinger adjourned the meeting at 7:30pm.

Jill S. Herrera, Deputy City Clerk/
Communications Coordinator

Daryl Eidinger, Mayor



CITY OF EDGEWOOD

COUNCIL STUDY SESSION SUMMARY

August 20, 2019 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

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

ROLL CALL

Present: Mayor Daryl Eiding (Not voting), Councilmember John C. West, Councilmember Mark Creley, Councilmember Ryan Day, Councilmember Colleen Wise, Councilmember Rosanne Tomin, Councilmember Nate Lowry. **Excused:** Deputy Mayor Tyron Christopherson.

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

2. COUNCIL BUSINESS

A. Presentation – Cyber Security Training

Matthew Ray, Fife IT presented Council with a presentation to discuss cyber security

B. Discussion – Development Review & GIS Map Presentation

Building Inspector/Plans Examiner Cory McVay discussed July's development review status with Council. Associate Planner Silas Read presented council with an overview of the GIS Mapping tool he has been working on. Discussion followed between staff and the Council.

C. Discussion – Town Hall - Transportation

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

Discussion followed between staff and the Council.

Council action: Council recommended staff cross check possible dates for the event with nearby schools before picking one for the Town Hall.

D. Discussion – Comprehensive Plan Amendments

Community Development Director Darren Groth briefed Council on this agenda item.

He noted another SEPA was being done for the Comp Plan Amendments, and asked to have this item be brought to the September 3rd Study Session and then scheduled for action on September 10th.

E. Review/Discussion – Associate Planner/Senior Planner Position

Asst. City Administrator Dave Gray discussed core modeling, based off core labor costs and how this position fits into that model. Community and Economic Development Director Darren Groth discussed the project management need for the position. Discussion followed between staff and the Council.

Council action: Council recommended staff bring this item forward at the next regular council meeting..

Motion: to extend meeting past 9pm, **Action:** Approve, **Moved by** Councilmember Ryan Day, **Seconded by** Councilmember Colleen Wise. **Motion passed unanimously (6-0)**

F. Review/Discussion – PC MOA for Road and Traffic Maintenance

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

Council action: Council recommended staff to place on the consent agenda at the next regular council meeting.

G. Review/Discussion – Interim Zoning Request for Proposals

Community Development Director Darren Groth briefed Council on this agenda item.

Discussion followed between staff and the Council.

Council action: Council recommended staff to place on the consent agenda at the next regular council meeting.

H. Review/Discussion – Transportation Improvement Program (TIP) Update

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

Discussion followed between staff and the Council.

Council action: Council recommended staff to place on the consent agenda at the next regular council meeting.

3. OTHER COUNCIL ISSUES

Asst. City Administrator Dave Gray walked on an item regarding dangerous dogs and potentially dangerous dogs, repealing Ordinance No. 19-0546 and re-instating chapter 6.10 of SMC.

Council recommended staff to place on the next regular council meeting under council business.

Mayor Eidinger asked Council what they would like the theme to be for the next Connect over Coffee in September for the first 10 minutes of the event. Council decided on continuing to not have a theme and to stick with it being a one-on-one event. Noted the upcoming movie night.

Councilmember Tomya noted the Facebook post about vandalism in the park bathroom, and the language used. City Clerk Pitzel noted it had been archived and removed as a candidate for council was using the post as a way to promote their candidacy, which the city doesn't allow.

Councilmember Wise asked that PC use the microphones when they are in their meeting so folks could hear them.

4. ADJOURN

Mayor Eidinger adjourned the meeting at 9:12pm.

Jill S. Herrera, Communications Coordinator/
Deputy City Clerk

Daryl Eidinger, Mayor



City Of Edgewood Council Agenda Summary Sheet

SUBJECT: Claims and Payroll for August 2019		Agenda Bill No.:	AB19-032
		For Agenda of:	August 27, 2019
		Prepared by:	Stephanie Goff
ATTACHMENTS (list): ☒ Claims Register ☒ Voucher Directory			
Approval of Materials:			
Mayor, Daryl Eidinger	☐	Expenditure Required:	\$386,075.47
Asst. City Administrator, Dave Gray	☒	Amount Budgeted:	\$0
City Attorney	☐	Timeline:	
City Clerk/HR Director, Rachel Pitzel	☐		
Community & Economic Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☐		
Police Chief, Micah Lundborg	☐		
Fiscal Note/Consideration: N/A			
SUMMARY STATEMENT: Approving August 2019 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Dept. of Retirement Systems; Dept. of Child Support; and IRS 941 ACHs in the amount of \$95,966.32; and Vendor Check Numbers 23953 through 23967 with EFT and Direct Pay Payments in the amount of \$290,109.15. Total distributions submitted for review & authorization in the amount of \$386,075.47.			
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.			

City of Edgewood 2019

August 27th 2019 Council Meeting Check & EFT Payment Distribution Review & Authorization

Number	Name	Print Date	Amount
US Bank PAYROLL ACCOUNT DISTRIBUTION			
10609 Last Number Issued Previous Authorization			
<u>DCP EFT 8/15/19</u>	Deferred Compensation Program	8/15/2019	\$10,862.70
<u>Direct Deposit Run - 8/15/2019</u>	Payroll Vendor	8/15/2019	\$60,330.29
<u>DRS EFT 8/15/19</u>	Dept of Retirement Systems	8/15/2019	\$15,479.02
<u>DSHS-DCS 8/15/19</u>	WA State Support Registry	8/15/2019	\$275.00
<u>IRS 941 EFT 8/15/19</u>	IRS 941	8/15/2019	\$9,019.31
Total			\$95,966.32

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
23952 Last Number Issued Previous Authorization			
<u>23953</u>	Berger Partnership	8/27/2019	\$9,492.50
<u>23954</u>	Code Publishing Inc.	8/27/2019	\$1,682.29
<u>23955</u>	Drain-Pro	8/27/2019	\$588.50
<u>23956</u>	ESRI	8/27/2019	\$384.65
<u>23957</u>	Interior Form Tops, Inc.	8/27/2019	\$147.27
<u>23958</u>	Kenyon Disend, PLLC	8/27/2019	\$10,095.75
<u>23959</u>	National Barricade Co., LLC	8/27/2019	\$946.00
<u>23960</u>	Office Depot	8/27/2019	\$102.27
<u>23961</u>	Pierce County Budget & Finance 2% Dist	8/27/2019	\$724.49
<u>23962</u>	Pierce County Budget & Finance PW	8/27/2019	\$21,102.82
<u>23963</u>	Pierce County Budget & Finance Sheriff	8/27/2019	\$227,412.58
<u>23964</u>	TCMS Corp.	8/27/2019	\$5,453.24
<u>23965</u>	The News Tribune	8/27/2019	\$995.56
<u>23966</u>	Whistle Workwear	8/27/2019	\$150.31
<u>23967</u>	US Postal Service	8/28/2019	\$1,056.78
<u>Direct Pay Payment 8/27/2019</u>	Amazon Capital Services	8/27/2019	\$335.12
<u>EFT Payment 8/16/2019</u>	Puget Sound Energy	8/27/2019	\$2,875.79
<u>EFT Payment 8/16/2019</u>	Thomson Reuters	8/27/2019	\$274.75
<u>EFT Payment 8/16/2019</u>	US Bank Corporate Payment System	8/27/2019	\$6,258.48
<u>EFT Payment 8/16/2019</u>	US Bank ACH/EFT	8/27/2019	\$30.00
Total Claims Voucher Distribution			\$290,109.15

Total Distribution Submitted for Review & Authorization	\$386,075.47
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Authorization Adjustments:

Total Distribution Net of Prior Authorized Adjustments	\$386,075.47
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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

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Fiscal: : 2019 - August
Council Date: : 2019 - August - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Amazon Capital Services					
		Direct Pay Payment 8/16/2019 2:43:36 PM - 1	2019 - August - 2nd Council Meeting		
		1HTT-G6TC-6LKM			
			August Purchases		
			001-011-000-511-60-31-01	Office & Operational Supplies	\$82.41
				Council IPad Keyboard	
		Total 1HTT-G6TC-6LKM			\$82.41
		1MVK-14GC-1TDR			
			August Purchases		
			001-018-000-518-20-31-08	Wellness Supplies	\$219.79
				Wellness Room- Futon	
		Total 1MVK-14GC-1TDR			\$219.79
		1Y4Q-LYHJ-VWCQ			
			August Purchases		
			001-018-000-518-20-31-08	Wellness Supplies	\$32.92
				Wellness- Water Bottles	
		Total 1Y4Q-LYHJ-VWCQ			\$32.92
		Total Direct Pay Payment 8/16/2019 2:43:36 PM - 1			\$335.12
Total Amazon Capital Services					\$335.12
Berger Partnership					
	23953		2019 - August - 2nd Council Meeting		
		31610			
			July Svcs- Prj 20195029.00		
			310-000-000-594-76-41-03	Professional Svs.-Property	\$9,492.50
				Prj 20195029.00- 36th & Meridian Phase One	
		Total 31610			\$9,492.50
	Total 23953				\$9,492.50
Total Berger Partnership					\$9,492.50
Code Publishing Inc.					
	23954		2019 - August - 2nd Council Meeting		
		64426			
			July Services		
			001-019-000-518-90-41-01	Gen'l Gov't-Professional Services	\$1,682.29

Vendor	Number	Reference	Account Number	Description	Amount
				EMC Updates	
		Total 64426			\$1,682.29
	Total 23954				\$1,682.29
Total Code Publishing Inc.					\$1,682.29
Drain-Pro					
	23955			2019 - August - 2nd Council Meeting	
		58717			
				8/11-9/7/19 Edgemont Park	
			001-076-000-576-80-45-03	Operating Rentals	\$244.50
				8/11-9/7/19 Edgemont Park	
		Total 58717			\$244.50
		58718			
				8/11-9/7/19 Nelson Nature Park	
			001-076-000-576-80-45-03	Operating Rentals	\$145.00
				8/11-9/7/19 Nelson Nature Park	
		Total 58718			\$145.00
		58719			
				8/11-9/7/19 Nelson Farm	
			001-076-000-576-80-45-03	Operating Rentals	\$99.50
				8/11-9/7/19 Nelson Farm	
		Total 58719			\$99.50
		58720			
				8/11-9/7/19 Trailhead Park	
			001-076-000-576-80-45-03	Operating Rentals	\$99.50
				8/11-9/7/19 Trailhead Park	
		Total 58720			\$99.50
	Total 23955				\$588.50
Total Drain-Pro					\$588.50
ESRI					
	23956			2019 - August - 2nd Council Meeting	
		93682684			
				Order 3593904/PO 2019016	
			001-018-000-518-85-49-03	Computer Subscriptions	\$384.65
				ArcGIS-J.Fairbanks	
		Total 93682684			\$384.65
	Total 23956				\$384.65
Total ESRI					\$384.65

Vendor	Number	Reference	Account Number	Description	Amount
Interior Form Tops, Inc.	23957			2019 - August - 2nd Council Meeting	
		51927			
			Job MO-3827		
			001-021-000-521-50-48-03	Facilities-Maintenance/Repairs	\$147.27
				Countertops for Jail Area	
		Total 51927			\$147.27
Total 23957					\$147.27
Total Interior Form Tops, Inc.					\$147.27
Kenyon Disend, PLLC	23958			2019 - August - 2nd Council Meeting	
		189069			
			July Services-Acct 335-00000M		
			001-019-000-515-41-41-01	Legal Services-External	\$9,885.00
				July Services-Acct 335-00000M	
		Total 189069			\$9,885.00
		189070			
			July Services-Acct 335-10000M		
			001-019-000-515-41-41-01	Legal Services-External	\$210.75
				July Services-Acct 335-10000M	
		Total 189070			\$210.75
Total 23958					\$10,095.75
Total Kenyon Disend, PLLC					\$10,095.75
National Barricade Co., LLC	23959			2019 - August - 2nd Council Meeting	
		609891			
			July Rental		
			101-000-000-542-70-45-03	Roadside-Operating Rentals	\$473.00
				Jovita Closure	
		Total 609891			\$473.00
		609909			
			July Rental		
			101-000-000-542-70-45-03	Roadside-Operating Rentals	\$473.00
				Jovita Closure	
		Total 609909			\$473.00
Total 23959					\$946.00
Total National Barricade Co., LLC					\$946.00
Office Depot	23960			2019 - August - 2nd Council Meeting	
		352336819001			
			July Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$102.27

Vendor	Number	Reference	Account Number	Description	Amount
				Copy Paper, Pens, Markers	
		Total 352336819001			\$102.27
	Total 23960				\$102.27
Total Office Depot					\$102.27
Pierce County Budget & Finance 2% Dist					
	23961			2019 - August - 2nd Council Meeting	
		CI-273727			
			Q2 2019 Liquor/Excise Taxes		
			001-021-000-521-10-42-01	Intergov Chemical Dependency	\$724.49
				Q2 2019 Liquor/Excise Taxes	
		Total CI-273727			\$724.49
	Total 23961				\$724.49
Total Pierce County Budget & Finance 2% Dist					\$724.49
Pierce County Budget & Finance PW					
	23962			2019 - August - 2nd Council Meeting	
		CI-273760			
			Jan-June 2019 Services		
			101-000-000-542-64-41-02	Traffic Control Devices-Traffic Operations (Contract)	\$21,102.82
				Signs & Signals Maintenance	
		Total CI-273760			\$21,102.82
	Total 23962				\$21,102.82
Total Pierce County Budget & Finance PW					\$21,102.82
Pierce County Budget & Finance Sheriff					
	23963			2019 - August - 2nd Council Meeting	
		CI-273806			
			August Services		
			001-021-000-521-20-41-01	Police Services	\$227,412.58
		Total CI-273806			\$227,412.58
	Total 23963				\$227,412.58
Total Pierce County Budget & Finance Sheriff					\$227,412.58

Vendor	Number	Reference	Account Number	Description	Amount
Puget Sound Energy					
		EFT Payment 8/16/2019 3:02:09 PM - 1	2019 - August - 2nd Council Meeting		
		300000011233 July 2019			
		July Statement			
		001-018-000-518-30-47-01	Electricity		\$2,875.79
		July Statement			
		Total 300000011233 July 2019			\$2,875.79
		Total EFT Payment 8/16/2019 3:02:09 PM - 1			\$2,875.79
Total Puget Sound Energy					\$2,875.79
TCMS Corp.					
	23964		2019 - August - 2nd Council Meeting		
		5277			
		8/1-10/31/19 Services			
		001-018-000-518-30-48-03	Maintenance/Repairs - Buildings		\$5,453.24
		8/1-10/31/19 Services			
		Total 5277			\$5,453.24
	Total 23964				\$5,453.24
Total TCMS Corp.					\$5,453.24
The News Tribune					
	23965		2019 - August - 2nd Council Meeting		
		255556 7/1-8/4/19			
		7/1-8/4/19 Services			
		001-019-000-511-30-41-02	Legal Publications		\$651.53
		Legal Notice			
		001-058-000-558-60-41-08	Legal Notices/Publications		\$344.03
		Legal Notice			
		Total 255556 7/1-8/4/19			\$995.56
	Total 23965				\$995.56
Total The News Tribune					\$995.56
Thomson Reuters					
		EFT Payment 8/16/2019 3:02:09 PM - 2	2019 - August - 2nd Council Meeting		
		840750454			
		July Services			
		001-019-000-511-30-41-02	Legal Publications		\$274.75
		July Services			
		Total 840750454			\$274.75
	Total EFT Payment 8/16/2019 3:02:09 PM - 2				\$274.75
Total Thomson Reuters					\$274.75

Vendor	Number	Reference	Account Number	Description	Amount
US Bank ACH/EFT					
		EFT Payment 8/16/2019 3:00:02 PM - 1		2019 - August - 2nd Council Meeting	
		073119-USBank			
			July Safekeeping Fees		
			001-019-000-514-20-42-05	Bank & Bond Fees	\$30.00
				July Safekeeping Fees	
		Total 073119-USBank			\$30.00
		Total EFT Payment 8/16/2019 3:00:02 PM - 1			\$30.00
Total US Bank ACH/EFT					\$30.00
US Bank Corporate Payment System					
		EFT Payment 8/16/2019 3:02:09 PM - 3		2019 - August - 2nd Council Meeting	
		072519-USBank			
			July 2019 Statement		
			001-011-000-511-60-43-04	Meals Expense	\$19.73
				J.Metzler-Starbucks-Connect over Coffee for Picnic	
			001-013-000-513-10-43-01	Travel/Training Costs	\$209.21
				D.Eidinger-Oxford Suites-AWC Conference-Hotel	
			001-013-000-513-10-43-04	Meals Expense	\$50.00
				R.Pitzel-FME Chamber-Luncheon-Mayor,D.Gray	
			001-013-000-513-10-43-04	Meals Expense	\$24.24
				D.Eidinger-Oxford Suites-AWC Conference	
			001-013-000-513-10-43-04	Meals Expense	\$49.67
				D.Eidinger-Thai Fife-Work Lunch w/Fife IT	
			001-013-000-513-10-43-04	Meals Expense	\$20.15
				D.Eidinger-Steelhead Grill-AWC Conference	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$9.26
				D.Eidinger-Lowes-Lantern Batteries	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$124.11
				S.Goff-DS Services-CH Water Delivery	
			001-018-000-518-20-31-08	Wellness Supplies	\$29.95
				J.Bartelson-Spooner Farms-Fruit-Wellness	
			001-018-000-518-20-31-08	Wellness Supplies	\$8.73
				J.Bartelson-Marshalls-Yoga Mat-Wellness Room	
			001-018-000-518-20-31-08	Wellness Supplies	\$21.98
				J.Bartelson-Target-Cube Bins-Wellness Room	
			001-018-000-518-20-42-02	Postage	\$65.00
				J.Herrera-MailSpot-Town Hall Postcards	
			001-018-000-518-20-43-04	Employee Meals	\$216.23
				J.Bartelson-PitaPit-Staff Training	
			001-018-000-518-20-43-04	Employee Meals	\$15.85
				J.Bartelson-Costco-Snacks,Drinks-Staff Training	
			001-018-000-518-20-43-04	Employee Meals	\$104.55
				J.Bartelson-Dominos-Staff Dinner-Council Meet & Greet	
			001-018-000-518-85-31-03	Computer Hardware	\$218.70
				J.Bartelson-Ebay-Docking Stations-Code Compliance Officer	

Vendor	Number	Reference	Account Number	Description	Amount
			001-018-000-518-85-31-03	Computer Hardware	\$1,591.30
				J.Bartelson-Dell-Laptop-Code Compliance Officer	
			001-018-000-518-85-49-03	Computer Subscriptions	\$199.00
				J.Bartelson-LiquidFiles-License Renewal	
			001-019-000-514-20-43-04	Meals Expense	\$25.00
				R.Pitzel-FME Chamber-Luncheon	
			001-019-000-514-20-49-01	Memberships & Subscriptions	\$100.00
				R.Pitzel-WAPRO-Public Records Certification	
			001-019-000-514-20-49-01	Memberships & Subscriptions	\$57.91
				J.Herrera-IIMC-CMC Certificate	
			001-019-000-514-20-49-01	Memberships & Subscriptions	\$25.00
				R.Pitzel-WAPRO-Membership Renewal	
			001-021-000-521-30-31-01	Crime Prevention-Supplies	\$22.50
				M.Lundborg-Canva-Picnic Posters	
			001-058-000-558-50-49-01	Memberships	\$250.00
				J.Curbow-ICC-Membership	
			001-076-000-576-80-31-02	Recreation Activities & Events	\$39.50
				J.Metzler-FedEx Office-PRAB Map for Picnic	
			001-076-000-576-80-41-01	Professional Services	\$1,752.00
				D.Eidinger-Special Event Insurance-Edgewood Picnic Insurance	
			501-000-000-594-18-65-03	City Equipment	\$1,008.91
				D.Eidinger-DOL-2012 F350 License,Registration	
Total 072519-USBank					\$6,258.48
Total EFT Payment 8/16/2019 3:02:09 PM - 3					\$6,258.48
Total US Bank Corporate Payment System					\$6,258.48
Whistle Workwear					
	23966		2019 - August - 2nd Council Meeting		
		454889			
			August Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$150.31
				Work Pants-J.Privett	
		Total 454889			
	Total 23966				
Total Whistle Workwear					\$150.31
					\$150.31
					\$150.31
Grand Total					\$289,052.37
		Vendor Count	19		



City Of Edgewood Council Agenda Summary Sheet

SUBJECT: Associate Planner/Senior Planner		Agenda Item #:		AB19-033
		For Agenda of:		August 27, 2019
		Prepared by:		D. Gray/D. Groth
ATTACHMENTS (list): ☒ 2019 Labor Model "C" 1/3 Year & Full Year Modeled				
Approval of Materials:				
Mayor, Daryl Eiding	☒	Expenditure Required:	\$0	
Asst. City Administrator, Dave Gray	☒	Amount Budgeted:	\$0	
Interim City Attorney, Ann Marie J. Soto	☐	Timeline: 07/09/19 Discuss with Budget Update 08/13/19 Action Requested 08/20/19 Study Session 08/27/19- RCM-Consent Agenda		
City Clerk/HR Director, Rachel Pitzel	☒			
Community & Economic Development Director, Darren Groth	☒			
Public Works, Jeremy Metzler	☐			
Police Chief, Micah Lundborg	☐			
Fiscal Note/Consideration: The following has been modified to push the timeline back to October 2019: The planning work load to be replaced by adding this FTE is currently being performed by an On-Call Contractor, AHBL. Their plan review invoicing is about \$100k \$110K for a 12-13 month period, with only three of those months providing full time services. AHBL is currently providing about 8 10 hours per week, which as an on-call, creates approximately 2 hours of staff review. A net gain of 6 8 hours added plan review throughput. Assuming on-boarding in September October, the cost for the remainder of 2019 is forecast at \$44,813 \$33,610 (labor model "c" attached). A full-year impact for this position at a senior planner level is listed on the labor model as \$136,160. The full year cost against the current annual on-call contract expenditure shows an increase in City Expenditures annualized by about \$36,000. Increasing AHBL to full time status would increase the annual cost for planning using on-call by about \$160,000. Full time on-call vs staffed FTE would increase total cost by about \$123,894 annualized at 2019 rates. SUMMARY: If we hired today we would be close to the same cost getting one day per week from on-call as we would for full-time hours provided by a staffed position. If we used on-call full-time, our costs over staffing a position would be about \$120K 93K higher. Shifting on-call budget to labor for the remainder of 2019, combined with the underspent year-to-date labor budget may not require a budget amendment.				
SUMMARY STATEMENT: The request to add an Associate or Senior Planner positions to the Community Development Department helps the entire organization meet the City's responsibilities under the Growth Management Act, the Edgewood Municipal Code, and the streamlined local permit review procedures contained in Chapter 36.70B of the RCW. Land development projects are deemed complete under RCW Section 36.70B.070 if the local government does not provide a written determination to the applicant that the application is incomplete.				

The City uses planners to manage these projects and perform the tasks associated with reviewing, making the findings, and providing the written determinations. On-staff planning services have historically been supplemented with contract planners providing this service when projects are submitted. The on-call projects are reviewed by off-site staff, which means the on-site work load shifts from project review and case management to project liaison and contract manager. Once the development project is complete and satisfactorily meets applicable codes, the on-call planning service ends. In-house planners then must serve in the project management role by overseeing the site development and building permit stages to ensure the land entitlement approvals and conditions are included in the final site construction.

Project volume and case management responsibilities have both recently increased significantly. The complexity of new projects necessitates quality project management skills for the planners responsible for development oversight. Considering Edgewood was the 8th fastest growing city in Washington in 2019 (<https://www.psrc.org/whats-happening/blog/region-adding-188-people-day>) and 4th fastest in 2018 (<https://www.psrc.org/sites/default/files/trend-population-201808.pdf>), the City is having difficulty managing the work load, as on-call availability is limited (our neighbors in Pierce County and Western Washington are busy too) and we have indications new submissions of potentially more complex review are in the queue. This additional FTE will provide case management bandwidth for the City during this unprecedented growth period.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A

RECOMMENDED ACTION: **MOTION** to approve the Mayor add an Associate Planner or Senior Planner FTE to the current staffing headcount.

ALTERNATIVES TO RECOMMENDED ACTION:

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

2019 Labor Model “C” 1/3 Year & Full Year Modeled

COE 2019 Budget Salary and Benefit Model (c)										ASSOCIATE/SENIOR PLANNER-FOUR MONTHS @ STEP 3										
SS	Position	% Total FTE	1st Base Salary/Rate	No of Months/Hours	2nd Base Salary	No of Months	Yearly Salary	COLA	Total Salary	Social Security Replace	Medicare .0145	Pension	Unempl	Wkmn Comp	Med	Dent	Vision	LTD	Total Ben	TCC (TOTAL WAGE & BENEFIT)
9	Senior Planner	1.00	7,450	4	0	0	29,800	0	29,800	1,848	432	3,823	179	94	7,801	671	105	60	15,013	44,813

COE 2019 Budget Salary and Benefit Model (c)										ASSOCIATE/SENIOR PLANNER-FULL YEAR STEP 3/4										
SS	Position	% Total FTE	1st Base Salary/Rate	No of Months/Hours	2nd Base Salary	No of Months	Yearly Salary	COLA	Total Salary	Social Security Replace	Medicare .0145	Pension	Unempl	Wkmn Comp	Med	Dent	Vision	LTD	Total Ben	TCC (TOTAL WAGE & BENEFIT)
9	Senior Planner	1.00	7,450	6	7,687	6	90,822	0	90,822	5,631	1,317	11,652	545	283	23,403	2,013	316	178	45,338	136,160

- This is a non-core, full time, non-exempt position; modeled at step 3 hire-on step 4 post probation (six months) assuming a full family benefit package (highest cost).
- While a non-core position, the City is unable to associate specific projects funding the position to determine a future date known the position would be reduced and is therefore unable to call the position out as interim (temporary).



City Of Edgewood Council Agenda Summary Sheet

SUBJECT: Interim Zoning RFP		Agenda Item #:		AB19-034
		For Agenda of:		August 27, 2019
		Prepared by:		Darren Groth
ATTACHMENTS (list): ☒ RFP for the TC and MUR Planning Study				
Approval of Materials:				
Mayor, Daryl Eiding	☐	Expenditure Required:	\$0	
Asst. City Administrator, Dave Gray	☐	Amount Budgeted:	\$0	
Interim City Attorney, Ann Marie J. Soto	☐	Timeline: Continuation of the 6-month period for the prohibition on accepting and processing applications for new residential/multi-family development certain zones.		
City Clerk/HR Director, Rachel Pitzel	☒			
Community & Economic 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. 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. In addition, City Council added on continued discussions for interim zoning Ordinance No. 19-0547 on each agenda during their June 11, June 18, June 25, July 2, July 9, July 16, and July 23, 2019 meetings. On July 23, 2019, City Council voted 6-1 to modify the interim zoning ordinance by limiting the geographic scope to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue and a portion of the Town Center (TC) zoning district, which is located only on the east side of Meridian Avenue south of 22nd Street East. City Council also provided direction to City staff regarding the next steps necessary under the interim ordinance. On July 30, 2019, City Council directed staff to prepare a request for proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts, which will include a review of uses, appropriateness of commercial integration with residential project, where a [minimum] 3/1 development would be feasible in Edgewood, and if any additional modifications to the EMC are necessary. Since this RFP is being presented on August 20, 2019 to City Council for their additional direction, the subsequent study will likely commence in early September. On August 20, 2019, City Council reviewed the request for proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts and recommended staff bring forward for a motion to approve publication at the next regular council meeting.				

RECOMMENDED ACTION: MOTION to publish the Request for Proposal for Town Center and Mixed Use Residential Planning Study.

ALTERNATIVES TO RECOMMENDED ACTION:

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



Request for Proposals

Town Center (TC) and Mixed Use Residential (MUR)

Planning, Zoning, and Economic Development Study

INTRODUCTION

The City of Edgewood's Community and Economic Development Department seeks qualified proposals from multidisciplinary consulting firms to perform a market analysis for future development along the Meridian Corridor (SR 161), specifically concentrated in the TC and MUR zoning districts on the east side of Meridian and south of 22nd Street E.

BACKGROUND

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. 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.

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. In addition, City Council added on continued discussions for interim zoning Ordinance No. 19-0547 on each agenda during their June 11, June 18, June 25, July 2, July 9, July 16, and July 23, 2019 meetings.

On July 23, 2019, City Council voted 6-1 to modify the interim zoning ordinance by limiting the geographic scope to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue and a portion of the Town Center (TC) zoning district, which is located only on the east side of Meridian Avenue south of 22nd Street East. City Council also provided direction to City staff regarding the next steps necessary under the interim ordinance.

On July 30, 2019, City Council directed staff to prepare a request for proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts, which will include a review of uses, appropriateness of commercial integration with residential projects, where a [minimum] 3/1 development would be feasible in Edgewood, and if any additional modifications to the EMC are necessary.

SCOPE OF WORK

An outline of the expectations and anticipated work necessary for conducting the planning study is listed below. This study needs to build on previous studies conducted of a similar nature and will need to be consistent with the policies contained in the 2015 Comprehensive Plan. The scope of work should include:

- 1. Review, reconcile, encapsulate, and assess the findings, recommendations, or implementation of prior City studies performed in regard to the Meridian Corridor, general economic development, or other related subjects.** The City of Edgewood has conducted several studies, written numerous plans, and performed multiple analyses on development in the city and specifically along the Meridian Corridor. Since the City's incorporation, and even dating back to when this area was known as North Hill, the broad plan for town center and commercial development in general has remained fairly consistent. Specific details of development have been modified through the years, but the general vision has endured. This study will build on those prior efforts.
- 2. Assessment of the "typical" Edgewood resident, consumer, and citizen.** Prior reports have provided data profiling the manner in which Edgewoodites shop, recreate, spend their time, and make other purchases. These data points can be amalgamated to unveil conduct patterns that help illustrate the retail demand of our community and the patterns of land development—specifically multi-family and mixed-use integration—that will be successful in our community.
- 3. Identify barriers to development.** Since Edgewood's overarching development vision has not drastically changed over the years, this study should outline what barriers still exists to fulfilling that vision. Infrastructure improvements, market forces, rooftop mix, land prices, and numerous additional factors may be at play, but this study will need to provide more than anecdotal hypotheses. Developer interviews, real estate reports, economic market analysis, or other tools should be utilized to fully vet this issue.

4. Pinpoint a specific geographic area of the City where minimum development standards can be set to require at least 3/1 mixed-use development and subsequently identify whether any other modifications are necessary to offset this use type.

Comprehensive plans are internally reconcilable, so any change to meet the City Council's desire of vertically integrated mixed-use development may likely need to be balanced with supplementary code revisions. By determining the multi-family mix for the TC zoning district, a four story minimum structure that supports 'three-over-one' development must be prescriptively written into the Edgewood Municipal Code (EMC). The geographic extent, specific development standards, and other necessary provisions must all be identified.

5. Outline any comprehensive plan amendments or code modifications that may be necessary to fully implement the goals of this study. Recommended revisions will be developed consistent with reviewed and agreed upon strategies. Revisions will be provided in underline / strikethrough format for City staff, Planning Commission, City Council, and public review.

PROJECT BUDGET

The dollar amount is approximate and dependent on the extent of tasks identified in the final scope of work of an executed contract.

SUBMITTAL CONTENT REQUIREMENTS

City of Edgewood's Request for Proposal

Consultants are encouraged to submit concise and clear responses to the RFP. Proposal lengths exceeding maximum page limits will result in disqualification of proposals. One (1) electronic copy (via flash drive or other acceptable format) and one (1) loose, unbound hard copy shall be provided. All pages shall be 8.5 x 11-inch format, with the hard copy being double sided. The content of the submittal shall include:

1. Letter of Interest (1 page maximum, 5 points): Indicate interest and availability to address plan/scope elements, and current levels of general and professional liability insurance carried by the consultant. Include the principal contact's work email and primary work phone number in this cover letter.

2. Project Approach and Scope Consideration (4-5 pages maximum, 30 points): Include a brief description of the consultant's philosophy, approach to the project, and value to the City. Include key scope considerations to accomplish the scope elements stated in the RFP. The consultant is encouraged to include suggestions or supplemental tasks which may enhance the project or streamline the scope of work and improve cost effectiveness.

3. Schedule (1 page maximum, 15 points): Include a timeline showing the estimated length of time required for completion of the phases as described in the scope of work. Text may be provided to describe the schedule.

4. Cost Summary (1 page maximum, 15 points): Provide a cost estimate of the work to be completed based on the task outline presented above and any additional cost categories identified.

5. Project Team (2 pages maximum, 15 points): Identify the proposed team (including sub-consultants), qualifications, experiences, and references. Identify the project manager and principal contact who will be permanently assigned to the project (it is strongly preferred that they are one and the same person).

6. Relevant Experience (3 pages maximum, 15 points): Describe the consultant's experience in preparing scope elements. Include at least three projects the consultant has completed that are similar to the project described in the request. For each project, provide the following information:

- Name and location of each project;
- Year completed;
- Name and contact information of each client;
- Name and contact information of the client project manager; and
- Project elements that are common to the scope elements described in this request.

7. Project Team Résumés (provide in appendix at end of proposal, one page résumé per team member, 5 points): Include a paragraph for each key member, years of experience, education, certifications, company affiliation, workplace location, and a bulleted list of project experience.

PROPOSAL SCORING AND EVALUATION

The evaluation committee shall assign points to each proposal as defined above. Scores may range from a minimum of zero to a maximum of 100 points. A Proposal's score will be used to rank proposals. The committee's final decision awarding the contract will be determined by committee discussion and may not be solely based on scores. Consultant interviews are not currently scheduled and the City reserves the right to select a consultant from submitted proposals alone. The City may choose to complete consultant interviews at their discretion.

SUBMISSION OF PROPOSAL

Consultants are encouraged to submit concise and clear responses to the RFP. Responses of that do not meet the page limits listed above will be rejected. The documents shall have a minimum font size of 11 or greater.

City of Edgewood Request for Proposal: *TC and MUR Planning, Zoning, and Economic Development Study*

Submit or mail the proposal to:

City of Edgewood
C/O Darren Groth
2224 104th Avenue East
Edgewood, WA 98372-1513

Proposals will only be accepted until **4:00 p.m. on September 9, 2019**. Faxed or emailed copies will not be accepted. The City of Edgewood will not pay any cost incurred by any consultant resulting from preparation or submittal of a proposal in response to this RFP. The City reserves the right to modify or cancel in part, or in its entirety, this RFP. The selection of consultant shall be made without regard to race, color, sex, age, religion, national origin, or political affiliation. The City of Edgewood is an Equal Opportunity Employer.

ANTICIPATED TIMELINE FOR CONSULTANT SELECTION

It is the City's desire to select a consultant and complete contract negotiations by September 25, 2019. City Council will be briefed on the process during their October 1, 2019 Study Session and will be asked to take action during their regular meeting on October 8, 2019. The City will form an evaluation committee for review and selection of the finalist and notify finalists by the date listed below.

September 09, 2019: Proposals Due

September 20, 2019: Evaluation Team Selects Finalist

September 23-27, 2019: Final Scope and Contract Negotiations

October 8, 2019: Council Authorizes Mayor to Sign Contract

QUESTIONS AND ANSWERS

All communications with the City will be to the point of contact listed below. Communications with members of the evaluation committee for the purpose of unfairly influencing the outcome of this RFP may be cause for the Proposer's proposal to be rejected and disqualified from further consideration.

Questions regarding the RFP will be compiled, answered, and sent to all registered interested parties via email during the application period on **August 28, 2019** and again on **September 6, 2019**. To register as an interested party, send your request to the RFP Point of Contact.

Questions, including requests for explanations of the meaning or interpretations of the provisions of the RFP, shall be submitted in writing (via email) to the RFP Point of Contact: Darren Groth, Community & Economic Development Director at darren@cityofedgewood.org.



City Of Edgewood Council Agenda Summary Sheet

SUBJECT: Addendum to modify Memorandum of Agreement between the City of Edgewood and Pierce County for road and traffic maintenance		Agenda Item #:	AB19-0471
		For Agenda of:	August 27, 2019
		Prepared by:	Dave Gray
ATTACHMENTS (list): ☒ Resolution No. 19-0471 ☒ Agreement CC -98021			
Approval of Materials:			
Mayor, Daryl Eidinger	☒	Expenditure Required:	\$0
Asst. City Administrator, Dave Gray	☒	Amount Budgeted:	\$0
Interim City Attorney, Ann Marie J. Soto	☒	Timeline: Study Session August 20, 2019 Regular Council Meeting August 27, 2019	
City Clerk/HR Director, Rachel Pitzel	☒		
Community & Economic Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☒		
Police Chief, Micah Lundborg	☐		
Fiscal Note/Consideration: The City of Edgewood contracts with Pierce County Public Works for road and traffic maintenance with annual expenditures averaging between \$750,000 and \$1,000,000 dollars annually. The modification of this agreement is to eliminate the cap of \$500,000 annual expenditures and to standardize the billing to that of a rate schedule. There is no specific expenditure or appropriation beyond that budgeted annually associated with this resolution. Housekeeping.			
SUMMARY STATEMENT: This resolution is a housekeeping action to modify the billing language of an existing agreement, removing a \$500,000 spending cap in the original agreement and to remove "mark-up" language in article 4, which relates to billing for services, replacing it with fixed schedules going forward.			
RECOMMENDED ACTION: MOTION to adopt Resolution 19-0471 modifying the City's agreement with Pierce County Public Works.			
ALTERNATIVES TO RECOMMENDED ACTION: 1) Do not adopt 2) Forward to Study Session for further review			

RESOLUTION NO. 19-0471

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN ADDENDUM, MODIFYING THE MEMORANDUM OF AGREEMENT CC-98021, BETWEEN THE CITY OF EDGEWOOD AND PIERCE COUNTY FOR CONTRACTED ROAD AND TRAFFIC MAINTENANCE

WHEREAS, the parties have previously entered into an Agreement dated February 10, 2015, regarding road and traffic maintenance services; and

WHEREAS, the parties desire to execute a First Amendment to replace Section 4 Compensation and Billing Procedure,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES IN CONSIDERATION OF THE MUTUAL BENEFITS AND ADVANTAGES TO BE DERIVED BY EACH OF THE PARTIES,

IS IT HEREBY AGREED as follows:

1. THE MEMORANDUM OF AGREEMENT NUMBER CC-98021 SHALL BE AMENDED TO REPLACE SECTION 4, AS SHOWN IN ATTACHMENT 1.
2. ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT AND ALL SUPPLEMENTS, MODIFICATIONS, AND AMENDMENTS THERETO SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to be duly executed, such parties acting by their representatives being thereunto duly authorized.

DATED THIS 27TH DAY OF AUGUST, 2019.

CITY OF EDGEWOOD:

By: _____
Daryl Eiding, Mayor Date

Approved as to form only:

By: _____
Ann Marie J. Soto, City Attorney Date

Attest:

By: _____
Rachel Pitzel, City Clerk Date

PIERCE COUNTY:

By: _____
Deputy Prosecuting Attorney Date

Approved:

By: _____
Department Director Date

By: _____
Finance Dat

ATTACHMENT 1

Section 4 of the original agreement is replaced in its entirety with the section below.

SECTION 4. COMPENSATION AND BILLING PROCEDURE. In consideration for the provision described herein, the CITY agrees to pay the COUNTY to complete assigned maintenance services. The CITY certifies that sufficient budgeted funds are available to cover the costs of the requested services and agrees to make payment to the COUNTY.

In consideration for the provision of maintenance services described herein, the CITY agrees to pay the COUNTY for the actual work completed based on monthly billings and in accordance with the provisions of Section 2 and 3 above. Monthly billings will be calculated as indicated below:

A. Labor cost rates will be calculated based on the County's labor cost rates in effect during the period of service performance. Labor cost rates will be calculated based on the hours worked (in .1 increments) for in a specific job class and billed the CITY. The labor cost rates will include all Maintenance and Department Administration costs, as well as material and supply markup costs. No office costs related to management or maintenance will be charged directly.

B. Equipment cost rates will be calculated based on the County's equipment rental rate in effect during the period of service performance. Equipment charges will be calculated based on the hours in use (in .1 increments) for each type of equipment and billed to the CITY.

C. Materials and supplies will be billed at cost.

D. The costs of services as outlined will be calculated and invoiced based on the services or supplies provided in a previous month. The County will make every effort to bill the monthly charges by the thirtieth (30th) day of the following month. Payments by the CITY will be due within thirty days of receipt of the invoice. Monthly payments that are not paid within the allotted time period shall be considered delinquent. Delinquent charges shall accrue interest on the unpaid balance, from the date of delinquency until paid, at an interest rate of one half of one percent (.5%) per month.

E. The billing rates for labor and equipment related to providing the functions and services each year shall be adjusted annually, effective January 1st of each year to reflect current costs. Increases in the costs that are the results of changes in regulatory requirements will also be included in any increases to billing rates. A list of labor and/or equipment cost rates can be provided upon request.



City Of Edgewood Council Agenda Summary Sheet

SUBJECT: 2020-2025 Transportation Improvement Plan (TIP)	Agenda Item #:	AB19-0472
	For Agenda of:	August 27, 2019
	Prepared by:	Jeremy Metzler
ATTACHMENTS (list): ☒ Resolution No. 19-0472 ☒ 2020-2025 TIP (Budget Spreadsheet), dated 8-15-2019		
Approval of Materials:		
Mayor, Daryl Eidinger	☐	Expenditure Required: \$0
Asst. City Administrator, Dave Gray	☐	Amount Budgeted: \$0
Ann Marie J. Soto , Interim City Attorney	☒	Timeline: Council Action – 08/27/19
City Clerk/HR Director, Rachel Pitzel	☒	
Community & Economic Development Director, Darren Groth	☐	
Public Works, Jeremy Metzler	☒	
Police Chief, Micah Lundborg	☐	
Fiscal Note/Consideration: As the Transportation Improvement Program (TIP) is a component of the annual budgeting process, the anticipated impacts to the City's budget and General Fund are outlined therein. TIPs are planning documents that express the Council's desires for future transportation improvements within the City. Local agency TIPs are also utilized by State and other planning agencies, for evaluating projects on a regional scale and consideration for outside funding resources. The TIP is not a final budget document; this is reserved for the actual budget that is adopted by the City Council towards the end of the City's fiscal year.		
SUMMARY STATEMENT: The City is required to put together a Transportation Improvement Program (TIP), in accordance with RCW 35.77.010 and the Transportation Element of the City's adopted Comprehensive Plan. The TIP outlines the projects, their estimated costs, anticipated timelines for work, and the expected funding sources. These plans serve as the guiding documents for Staff to implement as resources are made available through City financial resources or other identified funding sources (<i>i.e. TIB, WSDOT funding, other grants, loans, etc.</i>). The attached DRAFT plan represents Staff's updated recommendation as it pertains to project priorities, funding sources and timelines for implementation, as required under GMA. Staff relies on the City Council to help guide this planning in order to help it align with the Council's desires and the management of the City's financial resources. The updated draft attached takes into consideration feedback and comments provided by Council at prior study sessions, comments received at the public hearing, as well as updated project cost estimates.		
RECOMMENDED ACTION: MOTION to adopt Resolution No. 19-0472, adopting the City's Transportation Improvement Plan (TIP) for the years 2020-2025		
ALTERNATIVES TO RECOMMENDED ACTION: 1) Do not adopt 2) Forward to Study Session for further review		

RESOLUTION NO. 19-0472

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, RELATING TO STREETS AND TRANSPORTATION, ADOPTING THE 2020-2025 SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN

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

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

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

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

WHEREAS, the City's SEPA Responsible Official has determined that this procedural action is categorically exempt from SEPA threshold determination and EIS requirements pursuant to WAC 197-11-800(19); and

WHEREAS, per RCW 35.77.010, a public hearing was held on August 14th, 2019 on the proposed updates to the Transportation Improvement Plan;

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

Section 1. The City Council does hereby adopt the 2020-2025 Six-Year Transportation Improvement Plan (TIP), a copy of which is attached as Exhibit A and incorporated herein by reference.

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

ADOPTED THIS 27TH DAY OF AUGUST, 2019

Daryl Eidinger, Mayor

ATTEST:

Rachel Pitzel, CMC
City Clerk

Exhibit A
2020-2025 Transportation Improvement Plan (TIP)

TIP Project No.	Transportation Project	Estimated Annual Project Expenditures									Total Project Cost	Comments
		Prior Years (Actual)	2019 Estimate	2020	2021	2022	2023	2024	2025	Future Years		
1	Meridian Ave E / 32nd St E Intersection improvements	\$ -	\$ 60,000	\$ 60,000	\$ 530,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	Coordinate intersection needs and alternatives with WSDOT, then construct improvements. (50% TIF Eligible)
2	Meridian Ave E (SR-161) Preliminary Design	\$ -	\$ 30,000	\$ 75,000	\$ 75,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 480,000	Complete access management study for the corridor, review parallel roads, cross section and intersection treatment needs (<i>including roundabout evaluation</i>). (100% TIF Eligible)
3	Emergency Road Repair (<i>Weather Related</i>)	N/A	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	N/A	\$ 150,000	Annual Program - Road failures associated with severe weather events, wear and tear from freeze/thaw events and other causes.
4	Edgewood Drive Safety Improvements	\$ -	\$ -	\$ 335,000	\$ -	\$ -	\$ -	\$ -	\$ 1,700,000	\$ -	\$ 2,035,000	2020: Intersection repair at bottom of hill. (84% TIB) 2025: Roadway widening, curb & gutter, stormwater system and pedestrian walkway. (20% TIF Eligible)
5	Chrisella Road East Safety Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 1,750,000	\$ -	\$ -	\$ 3,000,000	Improved markings, signage, lighting, sight distance, possible traffic calming measures; realign @ 36th St E & reinforce/repair slopes south of 48th St E (20% TIF Eligible)
6	Citywide Road Preservation Program	N/A	\$ 260,000	\$ 270,000	\$ 280,000	\$ 290,000	\$ 300,000	\$ 310,000	\$ 320,000	N/A	\$ 2,030,000	Annual program - Full width rubberized chipseal and/or 2" HMA grind and overlay. Minor crack sealing and digout repairs are included.
7	Interurban Trail Phase III, Connection Feasibility Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000	Develop approximately 1.05-mile corridor as a trail from 114th Avenue East to the City of Pacific.
8	Citywide Pedestrian Mobility and Safety Improvements (<i>Highest Priority</i>)	N/A	\$ 150,000	\$ 1,075,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	N/A	\$ 1,600,000	Annual Program - Walkways and/or trails with vegetated buffers for traffic safety, low level pedestrian lighting where appropriate, signs and pavement markings, as shown in the 2004 Pedestrian Study (20% TIF Eligible)
9	Citywide Traffic Safety Program	N/A	\$ 20,000	\$ 20,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	N/A	\$ 215,000	Annual program - Neighborhood Traffic Calming Projects, Safety Projects and reconstruction of ADA deficiencies.
10	Citywide Road Maintenance Program (Traffic)	N/A	\$ 65,000	\$ 50,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	N/A	\$ 490,000	Annual program - Repair and maintenance of City transportation infrastructure, including traffic operations, signing and markings
11	Meridian Parallel Road Network Construction - Various Segments	\$ -	\$ -	\$ 100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ -	\$ -	\$ 4,500,000	Construct high-priority parallel road segments, closing gaps and fixing access deficiencies. (100% TIF Eligible)
12	Meridian Ave E / Emerald Street Signal Improvements (TIF NP-3)	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000	Coordinate signal mast arm and detection design with WSDOT. (100% TIF Eligible)
13	36th Street E Walkway Extension Feas./Des./Build (TIF S-2/N-9)	\$ -	\$ -	\$ -	\$ 50,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	Study project scope and costs, design and construct extension of existing walkway to new park property.
Annual Totals		\$ -	\$ 585,000	\$ 2,230,000	\$ 2,245,000	\$ 2,350,000	\$ 2,935,000	\$ 3,370,000	\$ 2,230,000	\$ -	\$ 15,945,000	
				Proposed 6-Year Program Total:					\$ 15,360,000			
TIB Funding:			\$ 120,000	\$ 910,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,030,000	2020: 24th/Meridian Sidewalks; Edgewood/Sumner Hts Dr Applications for 2023/2024 due in 2020
STP/CMAQ Funding (PSRC/PCRC):			\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,400,000	\$ 1,360,000		\$ 3,760,000	
WSDOT Funding:			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Public Works Trust Fund Loan:			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Total Unidentified Grant Funds:			\$ -	\$ -	\$ 315,000	\$ 480,000	\$ 145,000	\$ 80,000	\$ 90,000		\$ 1,110,000	
Total Anticipated Grant Funding:			\$ 120,000	\$ 910,000	\$ 315,000	\$ 480,000	\$ 1,145,000	\$ 1,480,000	\$ 1,450,000		\$ 5,900,000	
Total City Funds Needed:			\$ 465,000	\$ 1,320,000	\$ 1,930,000	\$ 1,870,000	\$ 1,790,000	\$ 1,890,000	\$ 780,000		\$ 10,045,000	
Traffic Impact Fees			\$ 90,000	\$ 640,000	\$ 1,455,000	\$ 1,415,000	\$ 1,365,000	\$ 1,465,000	\$ 355,000		\$ 6,785,000	
REET Funds			\$ 375,000	\$ 480,000	\$ 300,000	\$ 280,000	\$ 250,000	\$ 250,000	\$ 250,000		\$ 2,185,000	
Surface Water Fund			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
General Fund			\$ -	\$ 200,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000		\$ 1,075,000	

Prepared by: Jeremy Metzler, P.E.

Date Prepared: 8/15/2019



City Of Edgewood Council Agenda Summary Sheet

SUBJECT: Repeal of Ordinance 19-0546 Dangerous & Potentially Dangerous Dogs		Agenda Item #:	AB19-0555
		For Agenda of:	August 27, 2019
		Prepared by:	Dave Gray
ATTACHMENTS (list): ☒ Ordinance No. 19-0555			
Approval of Materials:			
Mayor, Daryl Eidinger	☐	Expenditure Required:	\$0
Asst. City Administrator, Dave Gray	☒	Amount Budgeted:	\$0
Interim City Attorney, Ann Marie J. Soto	☒	Timeline: Walk On Study Session 8/20/2019 RCM 08/27/2019- Action Item	
City Clerk/HR Director, Rachel Pitzel	☐		
Community & Economic Development Director, Darren Groth	☐		
Public Works, Jeremy Metzler	☐		
Police Chief, Micah Lundborg	☐		
Fiscal Note/Consideration: There is no directly associated cost to the repeal of this ordinance.			
SUMMARY STATEMENT: Ordinance 19-0546 was adopted in an effort to address various issues related to dangerous and potentially dangerous dogs in the City of Edgewood. Since its adoption, however, the City has encountered difficulties in administering the new code due to differences between Edgewood's code and the codes of other METRO Animal Service consortium cities. METRO Animal Services provides animal control and shelter services within the City of Edgewood. In an attempt to generally keep the City's animal control code similar to the other cities partnering in the METRO Animal Service consortium to make enforcement efforts more uniform and therefore cost and operationally effective, the City is reworking the original Sumner code with several modifications METRO has embraced. Staff intends to reintroduce a revised code before the end of the year to incorporate these suggested modifications after a process of review with both the METRO code specialist and the other animal service consortium cities' attorneys. The following is a link to the currently adopted but un-posted (not currently published) code to be considered for repeal: Ordinance No. 19-0546			
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A			
RECOMMENDED ACTION: MOTION adopting Ordinance No. 19-0555, repealing Ordinance No. 19-0546 and re-instating Chapter 6.10 of the Sumner Municipal Code.			
ALTERNATIVES TO RECOMMENDED ACTION: 1) Do not adopt 2) Forward to Study Session for further review			

ORDINANCE NO. 19-0555

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, RELATING TO DANGEROUS AND POTENTIALLY DANGEROUS DOGS, REPEALING ORDINANCE 19-0546, AMENDING SECTION 6.01.020 OF THE EDGEWOOD MUNICIPAL CODE, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, on December 30, 2010, the City of Edgewood entered into an interlocal agreement with the Cities of Sumner and Puyallup, for Metro Animal Services to provide animal control and shelter services within the City of Edgewood; and

WHEREAS, on April 9, 2019, the City Council adopted Ordinance 19-0546, which established a new Chapter 6.04 of the Edgewood Municipal Code related to Potentially Dangerous Dogs and Dangerous Dogs; and

WHEREAS, since adoption of Ordinance 19-0546, the City and Metro Animal Services have encountered difficulties in administering the new code due to differences between Edgewood's code and the codes of other animal services consortium cities; and

WHEREAS, the City has determined it is in the best interest of the City to repeal Ordinance 19-0546, which shall result in reinstating chapter 6.10 of the Sumner Municipal Code as the regulations pertaining to Dangerous and Potentially Dangerous Dogs; and

WHEREAS, City staff is working on revisions to the code with Metro Animal Services and the other animal service consortium cities and intends to reintroduce a revised code before the end of the year to incorporate those suggested modifications; and

WHEREAS, a final draft of this Ordinance was provided to the City of Sumner in accordance with the notice requirements outlined in the interlocal agreement for all code changes;

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

Section 1. Repealer. Ordinance 19-0546 is hereby repealed in its entirety.

Section 2. Section 6.01.020 of the Edgewood Municipal Code is hereby amended to read as follows:

6.01.020 References.

The following references as used in the SMC chapters adopted under EMC 6.01.010 shall have the following meanings for purposes of this title:

“Animal control authority” shall mean the Edgewood police department and/or other animal control services agencies under contract with the City of Edgewood for such services.

“City of Sumner” shall mean the City of Edgewood.

“Director” shall mean the City of Edgewood Police Chief or his/her designee.

“Municipal Court” or “Pierce County District Court” shall mean the Pierce County District Court.

All other references to city of Sumner officials and/or terms as used in the adopted Sumner Municipal Code chapters shall be reasonably construed as meaning the most similar or equivalent city of Edgewood official and/or term.

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

Section 4. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of final passage.

PASSED BY THE CITY COUNCIL ON THE 27TH DAY OF AUGUST 2019

Mayor Daryl Eiding

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Acting City Attorney, Ann Marie Soto

Date of Publication: August 29, 2019

Effective Date: September 3, 2019