CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA
Tuesday, March 9, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. **CALL TO ORDER**
   Roll Call, Pledge of Allegiance
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 February 23, 2021
   B. Study Session Meeting Minutes of March 2, 2021
   C. **AB21-012 -** a motion approving March 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; AWC Employee Benefit Trust; and IRS 941 in the amount of $168,573.24; and Vendor Check Numbers 24822 through 24849 with EFT and Direct Pay Payments in the amount of $175,308.57. Total distributions submitted for review and authorization in the amount of $343,881.81
   D. **AB21-0554 -** Resolution No. 21-0554, Rhay Design LLC Contract
5. **COUNCIL BUSINESS**
   A. **AB21-0602 -** Ordinance No. 21-0602, amending the Budget for the 2021 Fiscal Year
6. **COUNCIL COMMENTS**
7. **ADJOURN**

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253) 952.3299, 24 hours in advance.

EDGEWOOD Washington

City Of Edgewood
Council Agenda Summary Sheet

Subject: Regular City Council Meeting Minutes of February 23, 2021	**Agenda Item #:** **For Agenda of: 3/9/2021** **Prepared by: Jill Schwerzler-Herrera**

Attachments (list):
1. 02.23.2021 SS Minutes_Unsigned

Approval of Materials: Jill Schwerzler-Herrera Rachel Pitzel 3/4/2021 Dave Gray 3/4/2021 Daryl Eidinger 3/4/2021	**Expenditure Required:** **Amount Budgeted:** **Timeline:**

Summary Statement:

Item History:

Recommended Action:

Fiscal Note/Consideration:

1 CALL TO ORDER

Mayor Eidinger called the meeting to order at 7:00pm and led attendees in the Pledge of Allegiance.
Present: Mayor Eidinger, Deputy Mayor Creley, Councilmember West, Councilmember Day, Councilmember Christopherson, Councilmember Wise, Councilmember Tomyn, Councilmember Lowry
Staff Present: Assistant City Administrator Dave Gray, Communications Coordinator/Deputy City Clerk Jill Schwerzler-Herrera, Community & Economic Development Director Darren Groth, Public Works Director Jeremy Metzler, IT Director Matthew Ray, Police Chief Mark Berry

2 PRESENTATION

A. Pierce Transit Presentation - Alexandra Mather and Lindsey Sehmel

Attendees reviewed a presentation provided by Alexandra Mather, and Lindsey Sehmel with Pierce Transit.

3 AUDIENCE COMMENT

There was no audience comment.

4 MAYOR'S REPORT

Mayor Eidinger read his report into the record, and then invited each Director to speak on topics of their choosing.

5 CONSENT AGENDA

A. Regular City Council Meeting Minutes of February 9, 2021

B. Study Session Meeting Minutes of February 16, 2021

C. **AB21-010 -** a motion approving February 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; and IRS 941 in the amount of $122,687.42; and Vendor Check Numbers 24808 through 24821 with EFT and Direct Pay Payments in the amount of $52,558.43. Total distributions submitted for review and authorization in the amount of $175,245.85

D. **AB21-0548 -** approving Resolution No. 21-0548, WRIA 10 Watershed Restoration And Enhancement Plan

E. **AB21-0549 -** a motion approving Resolution No. 21-0549, City Logo and Usage Standards

F. AB21-011 - approval of City of Edgewood Commission and Board 2021 Work Plans
Motion: As read, **Action:** Approve, **Moved by** Councilmember Tomyn **Seconded by** Councilmember Wise, **Motion passed 7-0**

6 COUNCIL BUSINESS

A. AB21-0550 - approving Resolution No. 21-0550, Council Rules of Procedure Amendments to provide for Council Liaisons to COE Boards and Commissions and Virtual Meetings

City Attorney Anne Marie Soto briefed Council on this agenda item.
Motion: Approve Resolution No. 21-0550, amending Council Rules of Procedure as shown in Exhibit A(1), which among other things, provides for up to four virtual meetings per year **Action:** Approve, **Moved by** Councilmember Lowry **Seconded by** Deputy Mayor Creley **Motion passed 7-0**

B. AB21-0551 - approving Resolution No. 21-0551, External Boards, Commissions and Council Liaisons to City of Edgewood Boards and Commissions Appointments

Mayor Eidinger briefed Council on this item.
Motion: As read, **Action:** Approve, **Moved by** Councilmember Tomyn **Seconded by** Councilmember Wise, **Motion passed 7-0**

C. AB21-0552 - approving Resolution No. 21-0552, 36th & Meridian Park Naming

Motion: As read, **Action:** Approve, **Moved by** Councilmember Tomyn **Seconded by** Councilmember Wise, **Motion passed 7-0**

D. AB21-0553 - authorizing Hedden Intersection Safety Improvements

After a follow up discussion Council unanimously agreed to move ahead with the safety improvement project.

E. AB21-0602 - adopting Ordinance No. 21-0602, amending the Budget for the 2021 Fiscal Year

Councilmember Wise left the meeting at 7:39pm

City Attorney Anne Marie Soto briefed Council on the details of this Ordinance.
Motion: To postpone **Action:** Approve, **Moved by** Councilmember West **Seconded by** Deputy Mayor Creley, **Motion passed 5-1** (Lowry)

7 COUNCIL COMMENTS

Councilmember Christopherson spoke.
Councilmember Day spoke.
Deputy Mayor Creley spoke.
Mayor Eidinger spoke.
Councilmember Tomyn spoke.

8 ADJOURN

Mayor Eidinger adjourned the meeting at 7:55pm

Jill S. Herrera	Daryl Eidinger
Communications Coordinator / Deputy City Clerk	Mayor

City Of Edgewood
Council Agenda Summary Sheet

Subject: Study Session Meeting Minutes of March 2, 2021	**Agenda Item #:** **For Agenda of: 3/9/2021** **Prepared by: Jill Schwerzler-Herrera**
Attachments (list): 1. 03.02.2021 SS Minutes_Unsigned	
Approval of Materials: Jill Schwerzler-Herrera Rachel Pitzel 3/4/2021 Dave Gray 3/4/2021 Daryl Eidinger 3/4/2021	**Expenditure Required:** **Amount Budgeted:** **Timeline:**

Summary Statement:

Item History:

Recommended Action:

Fiscal Note/Consideration:

1 CALL TO ORDER

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

Present: Mayor Eidinger, Deputy Mayor Creley, Councilmember West, Councilmember Day, Councilmember Wise, Councilmember Tomyn, Councilmember Lowry
Excused: Councilmember Christopherson, Councilmember Day
Staff Present: Assistant City Administrator Dave Gray, City Clerk/HR Director Rachel Pitzel, Community & Economic Development Director Darren Groth, Public Works Director Jeremy Metzler, IT Director Matthew Ray, Police Chief Mike Blaire

2 COUNCIL BUSINESS

A. Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)
Councilmember West followed up on the three questions posed to Councilmembers relating to the City of Federal Ways Diversity Board, and how to incorporate something similar in Edgewood.

B. Discussion - Edgemont Playground
Public Works Director Metzler briefed Council on this agenda item asking for their direction as to repairing or replacing the playground equipment at Edgemont Park.

C. Discussion – Resolution – Rhay Design LLC Contract
Assistant City Administrator Gray discussed this item and Council was in agreement to move it forward on an upcoming Consent Agenda.

D. Discussion - Ordinance No. 21-0602, amending the Budget for the 2021 Fiscal Year
Assistant City Administrator Gray brought this item forward highlighting its changes.

3 OTHER COUNCIL ITEMS

Councilmember Tomyn spoke.
Deputy Mayor Creley spoke.

4 ADJOURN

Mayor Eidinger adjoured the meeting at 7:58pm.

Jill S. Herrera Communications Coordinator / Deputy City Clerk	Daryl Eidinger Mayor

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB21-012 -** approving March 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; AWC Employee Benefit Trust; and IRS 941 in the amount of $168,573.24; and Vendor Check Numbers 24822 through 24849 with EFT and Direct Pay Payments in the amount of $175,308.57. Total distributions submitted for review and authorization in the amount of $343,881.81	**Agenda Item #: AB21-012** **For Agenda of: 3/9/2021** **Prepared by: Stephanie Goff**

Attachments (list):
1. 030921 Claims Register
2. 030921 Voucher Directory

Approval of Materials:	
Stephanie Goff	**Expenditure Required:** $343,881.81
Rachel Pitzel 3/4/2021 Dave Gray 3/4/2021 Daryl Eidinger 3/5/2021	**Amount Budgeted:** $343,881.81
	Timeline: N/A

Summary Statement:
Approving March 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; AWC Employee Benefit Trust; and IRS 941 in the amount of $168,573.24; and Vendor Check Numbers 24822 through 24849 with EFT and Direct Pay Payments in the amount of $175,308.57. Total distributions submitted for review and authorization in the amount of $343,881.81

Item History:

Recommended Action:
MOTION to adopt AB21-012 - approving March 2021 Budgeted Expenditu as presented under the Consent Agenda.

Fiscal Note/Consideration:

City of Edgewood 2021

March 9th 2021 Council Meeting Check & EFT Payment Distribution Review & Authorization

Number	Name	Print Date	Amount
US Bank	**PAYROLL ACCOUNT DISTRIBUTION**		
10611	**Last Number Issued Previous Authorization**		
AWC EFT 2/26/2021	AWC Employee Benefit Trust	2/26/2021	$41,365.67
DCP EFT 2/26/2021	Deferred Compensation Program	2/26/2021	$13,627.01
DCS EFT 2/26/2021	WA State Support Registry	2/26/2021	$275.00
Direct Deposit Run -	Payroll Vendor	2/26/2021	$78,326.29
DRS EFT 2/26/2021	Dept of Retirement Systems	2/26/2021	$21,215.10
IRS EFT 2/26/2021	IRS 941	2/26/2021	$13,764.17
		Total	**$168,573.24**

Number	Name	Print Date	Amount
	CLAIM VOUCHER ACCOUNT DISTRIBUTION		
24821	**Last Number Issued Previous Authorization**		
24822	A & R Services dba Angela Rojo	3/9/2021	$835.00
24823	Berger Partnership	3/9/2021	$2,646.50
24824	Bunce Rental Inc.	3/9/2021	$1,521.82
24825	City of Edgewood	3/9/2021	$5,365.00
24826	City of Sumner	3/9/2021	$4,526.25
24827	Code Publishing Inc.	3/9/2021	$1,160.75
24828	Department of Ecology	3/9/2021	$4,567.05
24829	Drain-Pro	3/9/2021	$1,105.50
24830	FCS Group	3/9/2021	$1,535.00
24831	Landau Associates	3/9/2021	$886.54
24832	McKinstry Co, LLC	3/9/2021	$14,120.62
24833	Northwest Aerial Services	3/9/2021	$313.22
24834	Office Depot	3/9/2021	$141.28
24835	PCCFOA	3/9/2021	$50.00
24836	Pierce County Auditor's Office	3/9/2021	$21,266.00
24837	Pierce County Budget & Finance PW	3/9/2021	$52,838.41
24838	Pitney Bowes	3/9/2021	$500.00
24839	Werre, Jeff S	3/9/2021	$217.35
24840	Tomyn, Rosanne K	3/9/2021	$35.00
24841	Azure Green Consultants, LLC	3/9/2021	$3,750.00
24842	McEwen, Shawn	3/9/2021	$2,707.29
24843	Rhay Design LLC	3/9/2021	$2,000.00
24844	RS Underground, Inc	3/9/2021	$5,714.80
24845	Sound Electronics	3/9/2021	$1,056.69
24846	Sydney Rose Studios	3/9/2021	$494.55
24847	Traffic Management, Inc.	3/9/2021	$768.00
24848	Transportation Systems Inc.	3/9/2021	$1,687.16
24849	WA Assoc. of Building Officials	3/9/2021	$340.00
Direct Pay Payment	Amazon Capital Services	3/9/2021	$288.92
Direct Pay Payment	American Traffic Solutions	3/9/2021	$19,848.22
Direct Pay Payment	CDW Government	3/9/2021	$3,566.47
Direct Pay Payment	CivicPlus, LLC	3/9/2021	$12,327.72
Direct Pay Payment	Julie Dyer	3/9/2021	$1,529.50
Direct Pay Payment	Monarch Landscape Holdings	3/9/2021	$1,129.77
Direct Pay Payment	Utilities Underground Location Center	3/9/2021	$238.65
EFT Payment 3/4/2021	Century Link	3/9/2021	$287.97
EFT Payment 3/4/2021	Comcast	3/9/2021	$495.41
EFT Payment 3/4/2021	Crystal Springs	3/9/2021	$93.44
EFT Payment 3/4/2021	Mt. View-Edgewood Water Co.	3/9/2021	$286.44
EFT Payment 3/4/2021	Murrey's Disposal Company	3/9/2021	$156.51
EFT Payment 3/4/2021	TK Elevator	3/9/2021	$1,101.27
EFT Payment 3/4/2021	Verizon Wireless	3/9/2021	$1,440.33
EFT Payment 3/4/2021	Wells Fargo Vendor Fin Serv	3/9/2021	$368.17
Total Claims Voucher Distribution			**$175,308.57**
Total Distribution Submitted for Review & Authorization			$343,881.81
Authorization Adjustments:			
Total Distribution Net of Prior Authorized Adjustments			**$343,881.81**

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: : 2021 - March
Council Date: : 2021 - March - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
A & R Services dba Angela Rojo					
	24822			**2021 - March - 1st Council Meeting**	
		518-A&R			
			March Services		
			001-018-000-518-30-41-01	Professional Services	$835.00
				Monthly Janitorial Svs. for March	
		Total 518-A&R			**$835.00**
	Total 24822				**$835.00**
Total A & R Services dba Angela Rojo					**$835.00**
Amazon Capital Services					
	Direct Pay Payment 3/4/2021 3:05:23 PM - 1			**2021 - March - 1st Council Meeting**	
		1X44-CG46-YFVP			
			February Statement		
			001-018-000-518-20-31-01	Office & Operational Supplies	$288.92
				Computer Monitor Stands, Keyboards, Clipboard, Hand Soap, Label Maker, Label Tape	
		Total 1X44-CG46-YFVP			**$288.92**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 1				**$288.92**
Total Amazon Capital Services					**$288.92**
American Traffic Solutions					
	Direct Pay Payment 3/4/2021 3:05:23 PM - 2			**2021 - March - 1st Council Meeting**	
		INV0006712			
			February Services		
			001-021-000-521-70-41-11	Traffic Policing-Traffic Camera Contract	$19,848.22
				February Services	
		Total INV0006712			**$19,848.22**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 2				**$19,848.22**
Total American Traffic Solutions					**$19,848.22**
Berger Partnership					
	24823			**2021 - March - 1st Council Meeting**	
		33202			
			January Services- Prj. 20195029.00		
			310-000-000-594-76-41-03	Professional Svs.-Property	$2,646.50

Vendor	Number	Reference	Account Number		Description	Amount
				36th & Meridian Phase One		
		Total 33202				**$2,646.50**
	Total 24823					**$2,646.50**
Total Berger Partnership						**$2,646.50**
Bunce Rental Inc.						
	24824			**2021 - March - 1st Council Meeting**		
		302409-2				
			February Rental			
			101-000-000-542-70-45-03		Roadside-Operating Rentals	$833.84
				Brush Chipper		
		Total 302409-2				**$833.84**
		302662-2				
			February Rental			
			101-000-000-542-70-45-03		Roadside-Operating Rentals	$687.98
				Brush Chipper		
		Total 302662-2				**$687.98**
	Total 24824					**$1,521.82**
Total Bunce Rental Inc.						**$1,521.82**
CDW Government						
	Direct Pay Payment 3/4/2021 3:05:23 PM - 3			**2021 - March - 1st Council Meeting**		
		8117105				
			February Purchases			
			001-018-000-594-18-64-02		Cap Exp-Computer Hardware	$348.33
				PO# 2021008- Port Replicator		
		Total 8117105				**$348.33**
		8250459				
			February Purchases			
			001-018-000-518-85-49-03		Computer Subscriptions	$3,218.14
				PO# 2021009- Barracude CLD Archiving Renewal		
		Total 8250459				**$3,218.14**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 3					**$3,566.47**
Total CDW Government						**$3,566.47**

Vendor	Number	Reference	Account Number	Description	Amount
Century Link					
	EFT Payment 3/4/2021 3:07:17 PM - 1			**2021 - March - 1st Council Meeting**	
		253-927-2018 680B 2/25-3/25/21			
			2/25-3/25/21 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	$146.00
				Elevator and Fire Alarm Line	
		Total 253-927-2018 680B 2/25-3/25/21			**$146.00**
		253-952-3537 889B 2/22-3/22/21			
			2/22-3/22/21 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	$141.97
				Fax Line	
		Total 253-952-3537 889B 2/22-3/22/21			**$141.97**
	Total EFT Payment 3/4/2021 3:07:17 PM - 1				**$287.97**
Total Century Link					**$287.97**
City of Edgewood					
	24825			**2021 - March - 1st Council Meeting**	
		022321-COE			
			Site Dev. Permit# 20-1632		
			350-000-000-595-61-63-01	Pedestrian Projects	$5,365.00
				Site Dev. Permit# 20-1632 (24th & Meridian Sidewalks Project)	
		Total 022321-COE			**$5,365.00**
	Total 24825				**$5,365.00**
Total City of Edgewood					**$5,365.00**
City of Sumner					
	24826			**2021 - March - 1st Council Meeting**	
		520-COS			
			March Services		
			001-019-000-554-30-41-01	Animal Control Services	$4,526.25
				Animal Control Svs. for March	
		Total 520-COS			**$4,526.25**
	Total 24826				**$4,526.25**
Total City of Sumner					**$4,526.25**
CivicPlus, LLC					
	Direct Pay Payment 3/4/2021 3:05:23 PM - 4			**2021 - March - 1st Council Meeting**	
		208655			
			CivicReady Annual Fee		
			001-018-000-518-85-49-03	Computer Subscriptions	$4,388.73
				CivicReady 3/2/2021-3/1/2022	
		Total 208655			**$4,388.73**
		208712			
			CivicClerk Annual Fee		
			001-019-000-518-85-49-03	Software Subscriptions-Clerk Chambers Systems	$3,738.80

Vendor	Number	Reference	Account Number	Description	Amount
				CivicClerk 3/30/2021-3/29/2022	
		Total 208712			**$3,738.80**
		208717			
			CivicMedia Annual Fee		
			001-018-000-518-85-49-03	Computer Subscriptions	$4,200.19
				CivicMedia 3/30/2021-3/29/2022	
		Total 208717			**$4,200.19**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 4				**$12,327.72**
Total CivicPlus, LLC					**$12,327.72**
Code Publishing Inc.					
	24827			**2021 - March - 1st Council Meeting**	
		68997			
			February Services		
			001-019-000-518-90-41-01	Gen'l Gov't-Professional Services	$1,160.75
				EMC Updates	
		Total 68997			**$1,160.75**
	Total 24827				**$1,160.75**
Total Code Publishing Inc.					**$1,160.75**
Comcast					
	EFT Payment 3/4/2021 3:07:17 PM - 2			**2021 - March - 1st Council Meeting**	
		8498 35 021 0458551 2/25-3/24/21			
			2/25-3/24/21 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	$405.18
				City Hall Internet	
		Total 8498 35 021 0458551 2/25-3/24/21			**$405.18**
		8498 35 021 0602869 3/1-3/28/21			
			3/1-3/28/21 Services		
			001-018-000-518-30-42-01	Telecommunications Charges	$90.23
				City Hall Public Internet	
		Total 8498 35 021 0602869 3/1-3/28/21			**$90.23**
	Total EFT Payment 3/4/2021 3:07:17 PM - 2				**$495.41**
Total Comcast					**$495.41**
Crystal Springs					
	EFT Payment 3/4/2021 3:07:17 PM - 3			**2021 - March - 1st Council Meeting**	
		15787820 022421			
			Acct# 698722615787820		
			001-018-000-518-20-31-01	Office & Operational Supplies	$93.44
				City Hall Water	
		Total 15787820 022421			**$93.44**
	Total EFT Payment 3/4/2021 3:07:17 PM - 3				**$93.44**
Total Crystal Springs					**$93.44**

Vendor	Number	Reference	Account Number	Description	Amount
Department of Ecology					
	24828			**2021 - March - 1st Council Meeting**	
		21-WAR045006B-1			
			FY2021 7/1/20-6/30/21		
			410-000-000-531-38-41-20	Storm Drainage-NPDES Permit Fees-Intergov	$4,567.05
				Water Quality Program-SW PH 2 7/1/20-6/30/21	
		Total 21-WAR045006B-1			**$4,567.05**
	Total 24828				**$4,567.05**
Total Department of Ecology					**$4,567.05**
Drain-Pro					
	24829			**2021 - March - 1st Council Meeting**	
		78582			
			2/21-3/20/21 Edgemont Park		
			001-076-000-576-80-45-03	Operating Rentals	$437.50
				2/21-3/20/21 Edgemont Park	
		Total 78582			**$437.50**
		78583			
			2/21-3/20/21 Nelson Nature Park		
			001-076-000-576-80-45-03	Operating Rentals	$241.00
				2/21-3/20/21 Nelson Nature Park	
		Total 78583			**$241.00**
		78584			
			2/21-3/20/21 Nelson Farm		
			001-076-000-576-80-45-03	Operating Rentals	$106.50
				2/21-3/20/21 Nelson Farm	
		Total 78584			**$106.50**
		78585			
			2/21-3/20/21 Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	$196.00
				2/21-3/20/21 Trailhead Park	
		Total 78585			**$196.00**
		78586			
			2/21-3/20/21 PW Yard		
			001-076-000-576-80-45-03	Operating Rentals	$124.50
				2/21-3/20/21 PW Yard	
		Total 78586			**$124.50**
	Total 24829				**$1,105.50**
Total Drain-Pro					**$1,105.50**
FCS Group					
	24830			**2021 - March - 1st Council Meeting**	
		3338-22102112			
			Prj. 3338- Development Cost of Service Study (2021)		
			001-019-000-518-90-41-01	Gen'l Gov't-Professional Services	$1,535.00

Vendor	Number	Reference	Account Number	Description	Amount
				Prj. 3338- Development Cost of Service Study (2021)	
		Total 3338-22102112			**$1,535.00**
	Total 24830				**$1,535.00**
Total FCS Group					**$1,535.00**
Julie Dyer					
	Direct Pay Payment 3/4/2021 3:05:23 PM - 5			**2021 - March - 1st Council Meeting**	
		1031-JD			
			2/16-2/28/21 Services		
			001-018-000-518-80-41-01	Contracted IT Services	$1,529.50
				2/16-2/28/21 Services	
		Total 1031-JD			**$1,529.50**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 5				**$1,529.50**
Total Julie Dyer					**$1,529.50**
Landau Associates					
	24831			**2021 - March - 1st Council Meeting**	
		0047595			
			Prj. 0495115.010		
			001-058-000-558-60-41-03	Prof. Services (Non-reimbursable)	$886.54
				On-Call Services- Chrisella Road Retaining Wall	
		Total 0047595			**$886.54**
	Total 24831				**$886.54**
Total Landau Associates					**$886.54**
McKinstry Co, LLC					
	24832			**2021 - March - 1st Council Meeting**	
		10137054			
			February Services		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	$10,864.16
				PO# 20200077- Replace Heat Pump	
		Total 10137054			**$10,864.16**
		10137125			
			February Services		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	$1,939.48
				Plumbing Repair- Circ. Pump Leak	
		Total 10137125			**$1,939.48**
		10138544			
			March Maintenance		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	$1,316.98

Vendor	Number	Reference	Account Number	Description	Amount
			March Maintenance		
		Total 10138544			**$1,316.98**
	Total 24832				**$14,120.62**
Total McKinstry Co, LLC					**$14,120.62**
Monarch Landscape Holdings					
	Direct Pay Payment 3/4/2021 3:05:23 PM - 6		**2021 - March - 1st Council Meeting**		
		CD50128489			
			March Services		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	$1,129.77
			March Services		
		Total CD50128489			**$1,129.77**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 6				**$1,129.77**
Total Monarch Landscape Holdings					**$1,129.77**
Mt. View-Edgewood Water Co.					
	EFT Payment 3/4/2021 3:07:17 PM - 4		**2021 - March - 1st Council Meeting**		
		15690-3401 12/11/20-2/10/21			
			12/11/20-2/10/21 Services		
			001-018-000-518-30-47-02	Water	$79.02
			Nelson Farm		
		Total 15690-3401 12/11/20-2/10/21			**$79.02**
		19143-3401 12/11/20-2/10/21			
			12/11/20-2/10/21 Services		
			001-018-000-518-30-47-02	Water	$53.62
			118th Ave E		
		Total 19143-3401 12/11/20-2/10/21			**$53.62**
		2-3401 12/11/20-2/10/21			
			12/11/20-2/10/21 Services		
			001-018-000-518-30-47-02	Water	$153.80
			Edgemont Park		
		Total 2-3401 12/11/20-2/10/21			**$153.80**
	Total EFT Payment 3/4/2021 3:07:17 PM - 4				**$286.44**
Total Mt. View-Edgewood Water Co.					**$286.44**

Vendor	Number	Reference	Account Number	Description	Amount
Murrey's Disposal Company					
	EFT Payment 3/4/2021 3:07:17 PM - 5			**2021 - March - 1st Council Meeting**	
		9709958			
			February Services		
			001-018-000-518-20-47-03	Waste Disposal	$156.51
				February Services	
		Total 9709958			**$156.51**
	Total EFT Payment 3/4/2021 3:07:17 PM - 5				**$156.51**
Total Murrey's Disposal Company					**$156.51**
Northwest Aerial Services					
	24833			**2021 - March - 1st Council Meeting**	
		30238			
			December Services		
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	$313.22
				ANSI Bucket Truck Inspection- 2003 Ford F450(#4)	
		Total 30238			**$313.22**
	Total 24833				**$313.22**
Total Northwest Aerial Services					**$313.22**
Office Depot					
	24834			**2021 - March - 1st Council Meeting**	
		152834664001			
			February Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	$141.28
				Paper Towels, Copy Paper, Tape	
		Total 152834664001			**$141.28**
	Total 24834				**$141.28**
Total Office Depot					**$141.28**
PCCFOA					
	24835			**2021 - March - 1st Council Meeting**	
		030121-PCCFOA			
			2021 Membership Dues		
			001-019-000-514-20-49-01	Memberships & Subscriptions	$50.00
				2021 Membership Dues	
		Total 030121-PCCFOA			**$50.00**
	Total 24835				**$50.00**
Total PCCFOA					**$50.00**
Pierce County Auditor's Office					
	24836			**2021 - March - 1st Council Meeting**	
		CI-297751			
			2020 Voter Maintenance		
			001-019-000-514-90-41-01	Voter Registration	$21,266.00

Vendor	Number	Reference	Account Number	Description	Amount
			2020 Voter Maintenance		
		Total CI-297751			**$21,266.00**
	Total 24836				**$21,266.00**
Total Pierce County Auditor's Office					**$21,266.00**
Pierce County Budget & Finance PW					
	24837		**2021 - March - 1st Council Meeting**		
		CI-298834			
			January Services		
			101-000-000-542-64-41-02	Traffic Control Devices-Traffic Operations (Contract)	$3,960.49
			January Services		
		Total CI-298834			**$3,960.49**
		CI-298866			
			January Services		
			101-000-000-542-66-41-03	Snow & Ice Control-Prof Svcs	$4,313.00
			January Services		
			101-000-000-542-70-41-04	Roadside-ROW Veg Maint (Intergov)	$2,821.65
			January Services		
			101-000-000-542-90-43-01	Travel/Training Costs	$15.50
			January Services		
			410-000-000-531-38-41-10	Storm Drainage-Ditch Maint	$23,968.47
			January Services		
			410-000-000-531-38-41-12	Storm Drainage-Drain Maint	$15,032.95
			January Services		
			410-000-000-531-38-41-13	Storm Drainage-Structure Maint	$2,710.85
			January Services		
			410-000-000-531-38-43-01	Training/Travel Costs	$15.50
			January Services		
		Total CI-298866			**$48,877.92**
	Total 24837				**$52,838.41**
Total Pierce County Budget & Finance PW					**$52,838.41**
Pitney Bowes					
	24838		**2021 - March - 1st Council Meeting**		
		030121-PB			
			Postage Meter Refill		
			001-018-000-518-20-42-02	Postage	$500.00
			Postage Meter Refill		
		Total 030121-PB			**$500.00**
	Total 24838				**$500.00**
Total Pitney Bowes					**$500.00**

Vendor	Number	Reference	Account Number	Description	Amount
Refunds/Reimbursements Vendor					
	24839			**2021 - March - 1st Council Meeting**	
		021921-JW		**Jeff S Werre**	
			Work Boots		
			001-058-000-558-50-31-10	Outdoor Gear	$217.35
				Work Boots	
		Total 021921-JW			**$217.35**
	Total 24839				**$217.35**
	24840			**2021 - March - 1st Council Meeting**	
		030121-RT		**Rosanne K Tomyn**	
			MRSC "Roles & Responsibilities in Local Government" Webinar		
			001-011-000-511-60-43-01	Travel/Training Costs	$35.00
				MRSC "Roles & Responsibilities in Local Government" Webinar	
		Total 030121-RT			**$35.00**
	Total 24840				**$35.00**
	24841			**2021 - March - 1st Council Meeting**	
		030221-AZGR		**Azure Green Consultants, LLC**	
			Permit 17-1116 Assign of Funds Release		
			001-000-000-582-10-00-02	Refund Assignment of Funds Deposits	$3,750.00
				Azure Green-Edgewood Hts PRD Permit 17-1116	
		Total 030221-AZGR			**$3,750.00**
	Total 24841				**$3,750.00**
	24842			**2021 - March - 1st Council Meeting**	
		030421-SM		**Shawn McEwen**	
			Permit #20-1569- Revision to Reduce Scope of Work Created a Change in Permit Valuation		
			001-000-000-322-10-00-01	Building Permit	$1,402.90
				Permit #20-1569- Revision to Reduce Scope of Work Created a Change in Permit Valuation	
			001-000-000-322-10-00-02	Mechanical Permit	$175.00
				Permit #20-1569- Revision to Reduce Scope of Work Created a Change in Permit Valuation	
			001-000-000-322-10-00-03	Plumbing Permit	$160.00
				Permit #20-1569- Revision to Reduce Scope of Work Created a Change in Permit Valuation	
			001-000-000-345-83-00-01	Plan Review & Inspection Fees & Services	$869.39
				Permit #20-1569- Revision to Reduce Scope of Work Created a Change in Permit Valuation	
			001-000-000-345-83-00-05	Energy Code Review	$100.00
				Permit #20-1569- Revision to Reduce Scope of Work Created a Change in Permit Valuation	
		Total 030421-SM			**$2,707.29**
	Total 24842				**$2,707.29**
Total Refunds/Reimbursements Vendor					**$6,709.64**

Vendor	Number	Reference	Account Number	Description	Amount
Rhay Design LLC					
	24843			**2021 - March - 1st Council Meeting**	
		022321-RD			
			Spring 2021 Magazine Services		
			001-018-000-518-20-49-05	Printing & Binding-Magazine	$2,000.00
				Spring 2021 Magazine Design Services	
		Total 022321-RD			**$2,000.00**
	Total 24843				**$2,000.00**
Total Rhay Design LLC					**$2,000.00**
RS Underground, Inc					
	24844			**2021 - March - 1st Council Meeting**	
		3024			
			3703 Chrisella Road		
			340-000-000-595-20-61-01	ROW Acquisition - Land	$5,714.80
				PO# 2021007- 3703 Chrisella Road Retaining Wall Fill Work	
		Total 3024			**$5,714.80**
	Total 24844				**$5,714.80**
Total RS Underground, Inc					**$5,714.80**
Sound Electronics					
	24845			**2021 - March - 1st Council Meeting**	
		511082			
			Annual Fire Alarm Inspection		
			001-018-000-518-30-46-01	Alarm Monitoring	$1,056.69
				Annual Fire Alarm Inspection	
		Total 511082			**$1,056.69**
	Total 24845				**$1,056.69**
Total Sound Electronics					**$1,056.69**
Sydney Rose Studios					
	24846			**2021 - March - 1st Council Meeting**	
		021921-SRS			
			2021 Edgewood Winter Photos		
			001-018-000-518-20-41-01	Professional Service	$494.55
				2021 Edgewood Winter Photos	
		Total 021921-SRS			**$494.55**
	Total 24846				**$494.55**
Total Sydney Rose Studios					**$494.55**
TK Elevator					
	EFT Payment 3/4/2021 3:07:17 PM - 6			**2021 - March - 1st Council Meeting**	
		3005795363			
			3/1-5/31/21 Maintenance		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	$1,101.27

Vendor	Number	Reference	Account Number	Description	Amount
				Elevator Maint Contract 3/1-5/31/21	
		Total 3005795363			**$1,101.27**
	Total EFT Payment 3/4/2021 3:07:17 PM - 6				**$1,101.27**
Total TK Elevator					**$1,101.27**
Traffic Management, Inc.					
	24847			**2021 - March - 1st Council Meeting**	
		708965			
			February Services		
			310-000-000-594-76-41-03	Professional Svs.-Property	$768.00
				Services for Road Striping- 36th & Meridian Park Project	
		Total 708965			**$768.00**
	Total 24847				**$768.00**
Total Traffic Management, Inc.					**$768.00**
Transportation Systems Inc.					
	24848			**2021 - March - 1st Council Meeting**	
		5053			
			February Services		
			001-021-000-521-70-41-11	Traffic Policing-Traffic Camera Contract	$1,375.04
				Hedden Elementary School Zone Flashing Beacon Repair	
		Total 5053			**$1,375.04**
		5073			
			February Services		
			001-021-000-521-70-41-11	Traffic Policing-Traffic Camera Contract	$312.12
				Northwood Elementary School Zone Flashing Beacon Repair	
		Total 5073			**$312.12**
	Total 24848				**$1,687.16**
Total Transportation Systems Inc.					**$1,687.16**
Utilities Underground Location Center					
	Direct Pay Payment 3/4/2021 3:05:23 PM - 7			**2021 - March - 1st Council Meeting**	
		1020142			
			February Services		
			410-000-000-531-38-49-09	Misc. Fees & Charges	$238.65
				Utility Locating Svs. for February	
		Total 1020142			**$238.65**
	Total Direct Pay Payment 3/4/2021 3:05:23 PM - 7				**$238.65**
Total Utilities Underground Location Center					**$238.65**

Vendor	Number	Reference	Account Number		Description	Amount
Verizon Wireless						
	EFT Payment 3/4/2021 3:07:17 PM - 7			**2021 - March - 1st Council Meeting**		
		9874073989				
			February Statement			
			001-018-000-518-30-42-01		Telecommunications Charges	$1,440.33
				February Statement		
		Total 9874073989				**$1,440.33**
	Total EFT Payment 3/4/2021 3:07:17 PM - 7					**$1,440.33**
Total Verizon Wireless						**$1,440.33**
WA Assoc. of Building Officials						
	24849			**2021 - March - 1st Council Meeting**		
		40914				
			2021 Spring Permit Technician Course			
			001-058-000-558-50-43-01		Training/Travel Costs	$340.00
				2021 Spring Permit Technician Course- J.Curbow		
		Total 40914				**$340.00**
	Total 24849					**$340.00**
Total WA Assoc. of Building Officials						**$340.00**
Wells Fargo Vendor Fin Serv						
	EFT Payment 3/4/2021 3:07:17 PM - 8			**2021 - March - 1st Council Meeting**		
		5013893894				
			March Lease			
			001-018-000-518-30-45-06		Copier Lease	$368.17
				Kyocera Copier Lease		
		Total 5013893894				**$368.17**
	Total EFT Payment 3/4/2021 3:07:17 PM - 8					**$368.17**
Total Wells Fargo Vendor Fin Serv						**$368.17**
Grand Total		**Vendor Count**	**40**			**$175,308.57**

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB21-0554 -** Resolution No. 21-0554, Rhay Design LLC Contract	**Agenda Item #:** **4.D** **For Agenda of:** **3/9/2021** **Prepared by: Dave Gray**

Attachments (list):
1. Resolution 21-0554 Personal Services Agreement Rhay Design LLC
2. RhayDesignLLC-Edgewood_Contract

Approval of Materials:

Dave Gray	
Rachel Pitzel	3/4/2021
Dave Gray	3/4/2021
Daryl Eidinger	3/5/2021

Expenditure Required:

Rhay Design LLC Personal Services Agreement
Estimated Cost over the life of the Agreement

Year	Pages	Per Page	Per Edition	Editions	Annual Cost
1	16	125	2,000	4	8,000
2	16	129	2,060	4	8,240
3	16	133	2,122	4	8,487
	Estimated Total Life of Agreement Cost				24,727
	Estimated Average Annual Cost				8242.4

Amount Budgeted:
Annual magazine production budget $27,000

Timeline:
~~03/02/2021 SS~~
03/09/2021 RCM

Summary Statement:
The city began publishing a glossy magazine for distribution to businesses and residents in the City of Edgewood in 2015. The publication expenditure was authorized by city council after a Strategic Planning meeting in which improving transparency and communication throughout the community was discussed and a survey of the community listed a publication as a communication priority. Subsequent survey results continue to support the preference for the publication by the community, as well as anecdotal input to staff reporting positive feedback from citizens, especially those of our over 50 population. We get questions identifying when the next edition will be coming out, or letting us know a particular address is not receiving a copy. While hard to put a cost to benefit to any individual channel of communication within the city, the general local governance thought is that cities should use as many vehicles as possible including hard copy publications, electronic reader boards, social media, email, direct text messaging, internet web sites, and for emergency contact robotic calling. The city has also deployed looping stream messaging monitors in our city hall windows and foyer.

Item History:

Recommended Action:
MOTION to adopt **AB21-0554 -** Resolution No. 21-0554, Rhay Design LLC Contractas presented under the Consent Agenda

Fiscal Note/Consideration:

RESOLUTION NO. 21-0554

A RESOLUTION OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A THREE YEAR AGREEMENT WITH RHAY DESIGN FOR DESIGN, LAYOUT AND EDITING OF THE EDGEWOOD MAGAZINE.

WHEREAS, The City of Edgewood established a quarterly magazine publication in 2015 as an additional means for communicating City events, resources and improved transparency of local government actions to local residents and businesses, and;

WHEREAS, The City originally contracted with Phillips Publishing of Seattle to design, layout, edit, print and distribute the magazine as well as sell some advertising to local businesses to recoup some of the cost of publication, and;

WHEREAS, Phillips Publishing gave notice to the City they would no longer be able to publish the Edgewood Magazine, the City entered a short term agreement with Rhay Design, LLC to do the design, layout and editing activities, with Consolidated Press directly to print the magazine, dropped the advertising effort that was not producing substantial cost recovery, and brought the remainder of the quarterly publication process in-house, and;

WHEREAS, The City of Edgewood is pleased with the current process, which has produced twice the number of pages at a lower overall total cost for third party support, and would like to extend the agreement with Rhay Design, LLC for a three year period pursuant to the agreement attached hereto and incorporated herein.

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

Section 1. **Personal Services Agreement:** with Rhay Design, LLC, including Exhibit A, is hereby authorized to be executed by the Mayor for a three year service period**.**

Section 2. **General Authorization.** The City's Mayor, City Clerk, and Finance Director are authorized to take any action necessary to implement this resolution.

Section 3. **Effective Date of Resolution.** This Resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 9TH DAY OF MARCH, 2021.

____
Daryl Eidinger, Mayor

ATTEST:

____
Rachel Pitzel, CMC
City Clerk

CITY OF EDGEWOOD PERSONAL SERVICES AGREEMENT

THIS Agreement is made effective as of the 23rd day of February, 2021, by and between the City of Edgewood, a municipal corporation, organized under the laws of the State of Washington, whose address is:

CITY OF EDGEWOOD, WASHINGTON (hereinafter the **"CITY")**
2224 - 104th Avenue E.
Edgewood, Washington 98372
Contact: Mayor Daryl Eidinger Phone:253-952-3299 Fax: 253-952-3537

And Rhay Design, LLC, a limited liability company organized under the laws of the State of Washington, doing business at:

Rhay Design, LLC (hereinafter the **"CONSULTANT")**
Address: 6511 Chapin Pl. N
Seattle, WA 98103

Contact: Colleen Rhay Phone: 206-755-8625 Email: colleen.rhay@rhaydesign.com

for personal services in connection with the following Project:

City of Edgewood Magazine Design and layout for printing.

TERMS AND CONDITIONS

1. Services by Consultant.

A. Consultant shall perform the services described in the Scope of Work attached to this Agreement as Exhibit "A." The services performed by the Consultant shall not exceed the Scope of Work without prior written authorization from the City.

B. The City may from time to time require changes or modifications in the Scope of Work. Such changes, including any decrease or increase in the amount of compensation, shall be agreed to by the parties and incorporated in written amendments to the Agreement.

2. Schedule of Work.

A. Consultant shall perform the services described in the scope of work in accordance with the Schedule attached to this contract as Exhibit "A." If delays beyond Consultant's reasonable control occur, the parties will negotiate in good faith to determine whether an extension is appropriate.

3. Terms. This Agreement shall commence on February 23rd, 2021 ("Commencement Date") and shall terminate on December 31, 2024 unless extended or terminated in writing as provided herein.

4. Compensation. Compensation for these services shall be paid as provided in Exhibit "A."

5. Payment.

A. Consultant shall maintain time and expense records and provide them to the City monthly after services have been performed, along with monthly invoices in a format acceptable to the City for work performed to the date of the invoice.

B. All invoices shall be paid by City warrant within thirty (30) days of receipt of a proper invoice. If the City objects to all or any portion of any invoice, it shall so notify the Consultant of the same within fifteen (15) days from the date of receipt and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion.

6. Relationship of Parties. The parties intend that an independent contractor-client relationship will be created by this Agreement. As the Consultant is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or sub-consultant of the Consultant shall be or shall be deemed to be the employee, agent, representative or sub-consultant of the City. In the performance of the work, the Consultant is an independent contractor with the ability to control and direct the performance and details of the work, the City being interested only in the results obtained under this Agreement. None of the benefits provided by the City to its employees including, but not limited to, compensation, insurance, and unemployment insurance are available from the City to the employees, agents, representatives or sub-consultants of the Consultant. The Consultant will be solely and entirely responsible for its acts and for the acts of its agents, employees, representatives and sub-consultants during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

7. Termination of Agreement

A. Termination. This Agreement may be terminated by either party immediately upon 10 days' written notice to the other delivered to the address set forth in Section 12.

B. Upon termination for any reason, all finished or unfinished documents, reports, or other material or work of Consultant pursuant to this Agreement shall be submitted to City, and Consultant shall be entitled to just and equitable compensation for any satisfactory work completed prior to the date of termination, not to exceed the total compensation set forth herein. Consultant shall not be entitled to any reallocation of cost, profit or overhead. Consultant shall not in any event be entitled to anticipated profit on work not performed because of such termination. Consultant shall use its best efforts to minimize the compensation payable under this Agreement in the event of such termination. Upon termination, the City may take over the work and prosecute the same to completion, by contract or otherwise.

C. If the Agreement is terminated for default, the Consultant shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Consultant. The Consultant shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default.

8. Standard of Care. Consultant represents and warrants that it has the requisite training, skill and experience necessary to provide the services under this agreement and is appropriately accredited and licensed by all applicable agencies and governmental entities. Services provided by Consultant under this agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing in similar circumstances.

9. Ownership of Work Product.

A. All data materials, reports, memoranda, and other documents developed under this Agreement whether finished or not shall become the property of City, shall be forwarded to City at its request and may be used by City as it sees fit. Upon termination of this agreement pursuant to paragraph 7 above, all finished or unfinished documents, reports, or other material or work of Consultant pursuant to this Agreement shall be submitted to City.

B. All written information submitted by the City to the Consultant in connection with the services performed by the Consultant under this Agreement will be safeguarded by the Consultant to at least the same extent as the Consultant safeguards like information relating to its own business. If such information is publicly available or is already in Consultant's possession or known to it, or is rightfully obtained by the Consultant from third parties, the Consultant shall bear no responsibility for its disclosure, inadvertent or otherwise.

10. Indemnification. The Consultant shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits, including all legal costs and attorneys' fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. The provisions of this section shall survive the expiration or termination of this Agreement.

11. Assigning or Subcontracting. Consultant shall not assign, transfer, subcontract or encumber any rights, duties, or interests accruing from this Agreement without the express prior written consent of the City, which consent may be withheld in the sole discretion of the City.

12. Notice. Any notices required to be given by the City to Consultant or by Consultant to the City shall be in writing and delivered to the parties at the following addresses:

Daryl Eidinger Mayor 2224 - 104th Avenue E. Edgewood, WA 98372 Phone: 253-952-3299 Fax: 253-952-3537	Rhay Design, LLC. Colleen Rhay 6511 Chapin Pl. N. Seattle, WA 98103 Phone: 206-755-8625 Email: colleen.rhay@rhaydesign.com

13. Resolution of Disputes and Governing Law.

A. Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the parties agree that they shall undertake reasonable attempts at negotiation and compromise, including, but not limited to, informal negotiation, mediation, or arbitration, prior to instituting any legal proceedings. If the parties are unable to resolve any dispute after such reasonable attempts at negotiation and compromise, jurisdiction of any resulting litigation shall be filed in Pierce County Superior Court, Pierce County, Washington.

B. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In any suit or action instituted to enforce any right granted in this Agreement, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney's fees from the other party.

14. General Provisions.

A. Non-waiver of Breach. The failure of either party to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein contained in one or more instances, shall not be construed to be a waiver or relinquishment of said covenants, agreements, or options, and the same shall be in full force and effect.

B. Modification. No waiver, alteration, modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and the Consultant.

C. Severability. The provisions of this Agreement are declared to be severable. If any provision of this Agreement is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other provision.

D. Entire Agreement. The written provisions of this Agreement, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner whatsoever, the Agreement or the Agreement documents. The entire agreement between the parties with respect to the subject matter hereunder is contained in this Agreement and the Exhibits attached hereto, which may or may not have been dated prior to the execution of this Agreement. All of the above documents are hereby made a part of this Agreement and form the Agreement document as fully as if the same were set forth herein. Should any language in any of the Exhibits to this Agreement conflict with any language contained in this Agreement, then this Agreement shall prevail.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year set forth above.

CITY OF EDGEWOOD, WASHINGTON	CONSULTANT
By: ______________________	By: Colleen Rhay
Daryl Eidinger Mayor	Colleen Rhay Rhay Design LLC
Date: ______________	Title: Managing Member
Attest: By: ______________________	Date: 3/4/21
Rachel Pitzel, CMC City Clerk	

EXHIBIT A

SCOPE OF WORK:

Revised 02/2021

CR

PRICING: Individual Issues and Additional Design Services

INTRODUCTION pricing is based on a page rate for City's magazines but Consultant has included the option of an hourly rate for any design work beyond the magazine production. $125.00 per page/$1,000 for 8-page issue.City's approval of final proof will indicate acceptance of the project "as is" and city is responsibility for errors, omissions and legal compliance of the project.

This page rate is based on the production of your publication using the design/template that is currently being used for the 2020 Winter Edition published by the City. Page rate includes three proofing rounds and production to print ready pdf files to the printer. City is responsible for all content, editing, and proofing, and must approve all materials before project finalization.

Additional design work not associated with the print production of your magazines will be billed at $95.00 per hour.

These rates will increase annually in the amount equal to the July Seattle-Bellevue-Bremerton CPI-U, rounded up to the nearest whole dollar, effective annually on August 1.

ADDITIONAL ITEMS: These items are possible variables in the overall cost of the publication:
• Stock Images: The cost of stock images is not included in the page rate. Consultant will make suggestions for stock images to be used in City's publication. If City decides to use these, City will need to purchase the images and send them to Consultant to be placed in the magazine.
• Fonts: The cost of fonts is not included in the page rate. If new fonts are needed for the production of the magazines, City will need to purchase the licenses.
• Additional Pages: All additional standard size pages beyond eight will be billed at $125.00 per page.
• Revisions: Additional proofing rounds or changes to scope of work after production has begun will be billed at Consultant's hourly rate of $95.
• Printing/Postage costs: Pricing does not include any printing or postage costs for publications.
• Notwithstanding anything to contrary herein, Consultant's liability shall be limited to the total amount of fees paid to Consultant for the publication project that caused the liability event.

PRODUCTION SCHEDULE, which is set annually by the City and for 2021 calls for four quarterly publications identified below:

Publication Title	Spring 2021	Summer 2021	Fall 2021	Winter 2021
Editorials Due to Editor (Noon)	5-Feb	13-May	4-Aug	10-Nov
Materials to Designer (Noon)	10-Feb	18-May	10-Aug	16-Nov
Production	Feb 10-16	May 18-25	Aug 10-16	Nov 16-22
Proofing	Feb 17-22	May 26 - Jun 2	Aug 16-19	Nov 22-29
Mailing Zip/Route Confirmation	9-Feb	20-May	6-Aug	15-Nov
Postage statement due	16-Feb	27-May	13-Aug	22-Nov
File to printer (Noon)	23-Feb	3-Jun	20-Aug	30-Nov
Printer Proof ok	24-Feb	4-Jun	23-Aug	1-Dec
Check to printer	27-Feb	5-Jun	21-Aug	1-Dec
Ship to USPS / Flip Book	3-Mar	10-Jun	27-Aug	7-Dec
Residents	4-Mar	9-Jun	27-Aug	8-Dec

May change from time to time with impacts mutually negotiated.

City Of Edgewood
Council Agenda Summary Sheet

Subject: AB21-0602 - Ordinance No. 21-0602, amending the Budget for the 2021 Fiscal Year	Agenda Item #: 5.A
	For Agenda of: 3/9/2021
	Prepared by: Dave Gray

Attachments (list):
1. Ord No 21-0602 Budget Amendment No 1 - UPDATED
2. Exhibit A
3. Exhibit B

Approval of Materials:	Expenditure Required: The action adds a budgeted labor expenditure increase to the 2021 Labor Model of approximately $6,731 for the fiscal year.
Dave Gray Rachel Pitzel 3/4/2021 Dave Gray 3/4/2021 Daryl Eidinger 3/4/2021	Amount Budgeted: N/A
	Timeline: ~~02/2/2021 SS~~ ~~02/9/2021 RCM~~ ~~02/16/2021 SS~~ ~~02/23/2021 RCM~~ ~~03/2/2021 SS~~ 03/09/2021 RCM

Summary Statement:

Permit Coordinator promoted to Development Review Coordinator:

Our current Permit Coordinator has been with the city since 2015. In that time she has increased her capacity significantly, received her permitting certification credential and renewal, studied, tested and become a certified IRC & IBC Building Inspector to better understand and assist scheduling our full time inspection group as well as become a back-up for emergencies (add bandwidth to our workforce). She was instrumental in moving the city from paper to fully digital and remote applications during the pandemic and has become one of our in-house SmartGov power users.

Code Compliance Specialist promoted to Code Compliance Manager:

Our current Code Compliance Specialist has been with us for over a year in which time he has literally stood up an entire code compliance program involving significant code rewrites in concert with our Community Development Director and City Attorney, instituted our now seated and operating Code Enforcement Board, imbedded, complete with certification for system access with the Edgewood Police Department while bringing significant resolution to a number of long outstanding troubled properties within the Edgewood jurisdiction with minimal cost beyond his salary, to the city budget. He is also one of the cities SmartGov power users.

Item History:

Recommended Action:
MOTION to adopt **AB21-0602 -** Ordinance No. 21-0602, amending the Budget for the 2021 Fiscal Year

Fiscal Note/Consideration:
N/A

ORDINANCE NO. 21-0602

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AMENDING THE BUDGET FOR THE 2021 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 2021 Budget in Ordinance No. 20-0593; and

WHEREAS, the City Council desires to amend the 2021 Budget to reflect the addition of two newly authorized job descriptions to the existing salary schedule and labor model;

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

Section 1. Amending 2021 Budget. The 2021 Budget approved with Ordinance 20-0593 is amended by replacing Exhibit A with the revised salary schedule, attached hereto as Exhibit A and incorporated herein by this reference, and by adding the labor model, attached hereto as Exhibit B and incorporated herein by this reference.

Section 2. Direction to Staff: Staff is hereby authorized and instructed to make the necessary changes to the printed form of the 2021 Budget 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.

PASSED BY THE CITY COUNCIL THIS 23rd DAY OF FEBRUARY, 2021.

____

Mayor, Daryl Eidinger

Attest/Authenticated:

____
City Clerk, Rachel Pitzel, CMC

Approved As To Form:

____
City Attorney Ann Marie Soto

Date of Publication*: March 11, 2021*
Effective Date: *March 16, 2021*

Adopted 02/23/2021
Ordinance No. 21-0602

EXHIBIT "A"

2021 BUDGET Amendment No. 1

CITY OF EDGEWOOD

2021 SALARY RANGE PLAN

2020 Wage Rate w/step 6 & 7 added + 1.9% CPI-U for 2021 COLA

Range	Job Title	2021 Monthly Wage Range						
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
FT-21-01	Administrative Assistant	$4,499	$4,638	$4,782	$4,929	$5,082	$5,239	$5,401
FT-21-02	Public Works Maintenance Tech	$4,945	$5,098	$5,256	$5,419	$5,586	$5,759	$5,937
FT-21-02	Accounting/Administrative Tech	$4,945	$5,098	$5,256	$5,419	$5,586	$5,759	$5,937
FT-21-03	Public Works Maintenance Tech II	$5,156	$5,315	$5,480	$5,649	$5,824	$6,004	$6,190
FT-21-04	Permit Coordinator	$5,599	$5,772	$5,950	$6,134	$6,324	$6,520	$6,721
FT-21-04	Planning Technician	$5,599	$5,772	$5,950	$6,134	$6,324	$6,520	$6,721
FT-21-04	ROW Inspector	$5,599	$5,772	$5,950	$6,134	$6,324	$6,520	$6,721
FT-21-04	Parks Maintenance Lead	$5,599	$5,772	$5,950	$6,134	$6,324	$6,520	$6,721
FT-21-05	**Development Review Coordinator**	**$6,282**	**$6,477**	**$6,677**	**$6,884**	**$7,096**	**$7,316**	**$7,542**
FT-21-05	Field Supervisor	$6,282	$6,477	$6,677	$6,884	$7,096	$7,316	$7,542
FT-21-05	Engineering Tech	$6,282	$6,477	$6,677	$6,884	$7,096	$7,316	$7,542
FT-21-05	Associate Planner	$6,282	$6,477	$6,677	$6,884	$7,096	$7,316	$7,542
FT-21-05	Code Compliance Specialist	$6,282	$6,477	$6,677	$6,884	$7,096	$7,316	$7,542
FT-21-06	Communications Coord./Deputy City Clerk	$6,891	$7,105	$7,324	$7,551	$7,784	$8,025	$8,273
FT-21-06	Combination Inspector	$6,891	$7,105	$7,324	$7,551	$7,784	$8,025	$8,273
FT-21-07	Associate Engineer	$7,130	$7,350	$7,577	$7,812	$8,053	$8,302	$8,559
FT-21-08	**Code Compliance Manager**	**$7,185**	**$7,408**	**$7,637**	**$7,873**	**$8,117**	**$8,368**	**$8,626**
FT-21-08	Accounting Manager	$7,185	$7,408	$7,637	$7,873	$8,117	$8,368	$8,626
FT-21-08	Office Manager	$7,185	$7,408	$7,637	$7,873	$8,117	$8,368	$8,626
FT-21-08	InformationTechnology Manager	$7,185	$7,408	$7,637	$7,873	$8,117	$8,368	$8,626
FT-21-08	Building Inspector/Plans Examiner	$7,185	$7,408	$7,637	$7,873	$8,117	$8,368	$8,626
FT-21-09	Senior Planner	$7,466	$7,697	$7,935	$8,180	$8,433	$8,694	$8,963
FT-21-10	Planning Manager	$8,191	$8,445	$8,706	$8,975	$9,253	$9,539	$9,834
FT-21-10	Building Official	$8,191	$8,445	$8,706	$8,975	$9,253	$9,539	$9,834
FT-21-11	Senior Engineer	$8,615	$8,882	$9,157	$9,440	$9,732	$10,033	$10,343
FT-21-11	Public Works Superintendent	$8,615	$8,882	$9,157	$9,440	$9,732	$10,033	$10,343
FT-21-12	City Engineer	$9,262	$9,549	$9,844	$10,148	$10,462	$10,786	$11,119
FT-21-13	Information Technology Director	$10,215	$10,531	$10,856	$11,192	$11,538	$11,895	$12,263
FT-21-13	City Clerk/ HR Director	$10,215	$10,531	$10,856	$11,192	$11,538	$11,895	$12,263
FT-21-13	Public Works Director,PE	$10,215	$10,531	$10,856	$11,192	$11,538	$11,895	$12,263
FT-21-13	Community & Economic Dev. Director	$10,215	$10,531	$10,856	$11,192	$11,538	$11,895	$12,263
FT-21-13	Finance Director	$10,215	$10,531	$10,856	$11,192	$11,538	$11,895	$12,263
FT-21-14	City Attorney	$11,122	$11,466	$11,821	$12,187	$12,564	$12,952	$13,353
FT-21-14	Assistant City Administrator	$11,122	$11,466	$11,821	$12,187	$12,564	$12,952	$13,353

All Steps are 3% lower than the higher step. All Comparables are at step 5 (AWC averages are step 7).
All Hourly Compensation Rates are based upon the Monthly Rate Divided by 173.33 Hours.

EXHIBIT B

COE 2021 Budget Salary and Benefit Model (Budget Amendment No. 1)

2020 Wage Rate w/ Steps 6 & 7 Added + 1.9% 2021 COLA All Steps — **Adding DRC & Code Compliance Mgr.** -

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	Pension	Unempl	Wkmn Comp	Med	Dent	Vision	LTD	Total Ben	TCC (TOTAL WAGE & BENEFIT)
Accounting/Administrative Tech	1.00	5,256	6	5,419	6	64,050	0	64,050	3,971	929	8,275	384	283	3,600	0	0	0	17,442	81,492
Public Works Maintenance Tech 2	1.00	5,480	6	5,649	6	66,774	0	66,774	4,140	968	8,627	401	1,888	16,069	2,013	307	363	34,776	101,550
Public Works Maintenance Tech 2	1.00	5,480	6	5,649	6	66,774	0	66,774	4,140	968	8,627	401	1,888	17,108	1,286	204	363	34,986	101,760
Planning Tech	1.00	5,772	4	5,950	8	70,688	0	70,688	4,383	1,025	9,133	424	283	8,518	680	102	350	24,898	95,586
Development Review Coordinator	**1.00**	**6,677**	**6**	**6,884**	**6**	**81,366**	**0**	**81,366**	**5,045**	**1,180**	**10,512**	**488**	**283**	**12,750**	**2,013**	**204**	**419**	**32,894**	**114,260**
Associate Planner/Community Engagement	1.00	6,677	6	6,884	6	81,366	0	81,366	5,045	1,180	10,512	488	283	8,518	680	102	419	27,227	108,593
Field Supervisor	1.00	6,677	6	6,884	6	81,366	0	81,366	5,045	1,180	10,512	488	1,888	21,340	2,013	204	442	43,112	124,478
Engineering Tech	1.00	6,884	6	7,096	6	83,880		83,880	5,201	1,216	10,837	503	1,888	21,340	2,013	307	0	43,304	127,184
Associate Planner/GIS	1.00	7,096	6	7,316	6	86,472	0	86,472	5,361	1,254	11,172	519	283	8,518	680	102	470	28,359	114,831
Combination Inspector	1.00	7,324	6	7,551	6	89,250	0	89,250	5,534	1,294	11,531	536	1,888	27,018	2,013	307	499	50,618	139,868
Communication Coordinator/Deputy Clerk	1.00	7,551	6	7,784	6	92,010	0	92,010	5,705	1,334	11,888	552	283	21,340	2,013	307	499	43,919	135,929
Code Compliance Manager	**1.00**	**7,637**	**6**	**7,873**	**6**	**93,060**	**0**	**93,060**	**5,770**	**1,349**	**12,023**	**558**	**283**	**17,108**	**2,013**	**204**	**470**	**39,779**	**132,839**
Accounting Manager	1.00	7,637	6	7,873	6	93,060	0	93,060	5,770	1,349	12,023	558	283	27,018	2,013	307	504	49,825	142,885
Office Manager	1.00	7,637	6	7,873	6	93,060	0	93,060	5,770	1,349	12,023	558	283	8,518	2,013	204	504	31,223	124,283
Plans Examiner/Inspector	1.00	8,117	6	8,368	6	98,910	0	98,910	6,132	1,434	12,779	593	1,888	17,108	1,286	204	537	41,963	140,873
Plans Examiner/Inspector	1.00	8,117	6	8,368	6	98,910	0	98,910	6,132	1,434	12,779	593	1,888	21,340	2,013	307	537	47,023	145,933
Senior Planner	1.00	8,433	6	8,694	6	102,762	0	102,762	6,371	1,490	13,277	617	283	27,018	2,013	307	559	51,933	154,695
Planning Manager	1.00	9,253	6	9,539	6	112,752	0	112,752	6,991	1,635	14,568	677	283	12,750	2,013	204	593	39,713	152,465
Building Official	1.00	9,539	6	9,834	6	116,238	0	116,238	7,207	1,685	15,018	697	283	27,018	2,013	307	611	54,838	171,076
Public Works Superintendent	0.43	56.15	867	0	0	48,682	0	48,682	3,018	706	0	292	812	17,108	1,286	204	231	23,657	72,339
City Engineer	1.00	9,844	6	10,148	6	119,952	0	119,952	7,437	1,739	15,498	720	283	27,018	2,013	307	650	55,663	175,615
City Clerk/HR Director	1.00	10,856	6	11,192	6	132,288	0	132,288	8,202	1,918	17,092	794	283	21,340	2,013	307	717	52,663	184,951
Com. & Econ Development Director	1.00	11,538	6	11,895	6	140,598	0	140,598	8,717	2,039	18,165	844	283	27,018	2,013	307	762	60,146	200,744
Public Works Director/PE	1.00	11,538	6	11,895	6	140,598	0	140,598	8,717	2,039	18,165	844	283	17,108	1,286	204	764	49,409	190,007
Information Technology Director	1.00	11,538	6	11,895	6	140,598	0	140,598	8,717	2,039	18,165	844	283	27,018	2,013	307	762	60,146	200,744
City Attorney	1.00	11,821	6	12,187	6	144,048	0	144,048	8,931	2,089	18,611	864	283	27,018	2,013	307	0	60,115	204,163
ACA/Finance Director	1.00	12,564	6	12,952	6	153,096	0	153,096	9,492	2,220	19,780	919	283	8,518	680	102	829	42,822	195,918
Staff Total	**26.43**					**2,692,608**	**0**	**2,692,608**	**166,942**	**39,043**	**341,595**	**16,156**	**19,397**	**496,142**	**44,092**	**6,234**	**12,856**	**1,142,456**	**3,835,064**
Mayor	1.00	8,200	12	0	0	98,400	0	98,400	6,101	1,427			283	17,108	1,286	204	441	26,849	125,249
7 Members of Council	7.00	750	12	0	0	63,000		63,000	819	914			99					1,831	64,831
Elected Total	**8.00**					**161,400**	**0**	**161,400**	**6,920**	**2,340**	**0**	**0**	**381**	**17,108**	**1,286**	**204**	**441**	**28,680**	**190,080**
City Grand Total						**2,854,008**	**0**	**2,854,008**	**173,861**	**41,383**	**341,595**	**16,156**	**19,778**	**513,250**	**45,378**	**6,439**	**13,296**	**1,171,136**	**4,025,144**