



**CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA**

Tuesday, April 27, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Roll Call, Pledge of Allegiance

2. PRESENTATION

A. Updates to the Open Public Meetings Act (OPMA)

3. AUDIENCE COMMENT

4. MAYOR'S REPORT

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. Review of Board/Commission Minutes

B. Regular City Council Meeting Minutes of April 13, 2021

C. Study Session Meeting Minutes of April 20, 2021

D. **AB21-017** - a motion approving April 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; IRS 941; Q1 ESD PFML; Q1 ESD Unemployment; and Q1 L&I in the amount of \$134,693.44; and Vendor Check Numbers 24909 through 24934 with EFT and Direct Pay Payments in the amount of \$1,220,899.64. Total distributions submitted for review and authorization in the amount of \$1,355,593.08

E. **AB21-018** - Purchase Order - Council Chamber Updates

6. COUNCIL BUSINESS

7. COUNCIL COMMENTS

8. 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.

COVID-19 IMPACTS TO THE OPEN PUBLIC MEETINGS ACT

ANN MARIE SOTO, CITY ATTORNEY

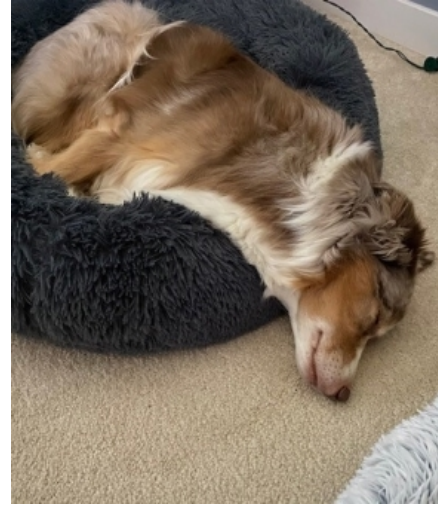
EDGEWOOD CITY COUNCIL

APRIL 27, 2021



Overview

- Brief overview of the OPMA and its requirements
- COVID-19 Proclamations and current restrictions on public meetings
- Pending legislation
- Best practices and other considerations



Gus and Henrik



OPMA REFRESHER

CH. 42.30 RCW – Open Public Meetings Act

What is the OPMA and what does it require?

- Requires all meetings of governing bodies of public agencies to be open to the public without any conditions for attendance. RCW 42.30.030 & .040
- Requires specific notice for meetings, including regular and special meetings, executive sessions. RCW 42.30.070, 42.30.077, and 42.30.080
- Training for persons subject to the OPMA. RCW 42.30.205
- Prohibits voting by secret ballot. RCW 42.30.060(2).
- Meeting agendas must be made available online no later than twenty-four (24) hours in advance of the meeting, unless the agency does not have a website or has fewer than 10 FTEs. RCW 42.30.077
- Must maintain minutes (not required for an executive session). RCW 42.32.030
- Meetings may be adjourned or continued subject to the procedures in RCW 42.30.090.



COVID-19



Where we
started...

Proclamation 20-28 (March 24, 2020)

- Prohibited in-person meetings
- Temporarily suspended portions of the OPMA that require in-person meetings and certain notice requirements
- Limited the type of “action” that could be taken at a meeting to only those matters that were “necessary and routine” or necessary to respond to the COVID-19 outbreak and the public health emergency (removed 5/29/2020)
- Extended numerous times
- AG Guidance March 6, 2020: “Does the governing body really need to hold the meeting at this time or are there matters that can wait or be set over to a future meeting?”



Where we
are now...

Proclamation 20-28.15 (January 19, 2021) & Senate Concurrent Resolution 8402 (January 18, 2021)

- Extends OPMA exceptions for the duration of the public health emergency or until amended/rescinded
- In-person meetings still prohibited in Phase 1
- *Optional* in-person meeting components in Phases 2 and 3 that must comply with requirements for “business meetings” in the State’s “Miscellaneous Venues” guidance and the following:
 - Must provide a physical location (primary location or overflow physical location) that provides the ability for attendees to hear each other at the same time; and
 - Must recess or adjourn meetings if the in-person component cannot meet requirements at any time during the meeting; and
 - Must accommodate, to the extent practicable, those wishing to participate in and/or attend the meeting (to include the press) by allowing persons to attend the meeting by listening and speaking through operable telecommunications devices

Miscellaneous Venues Guidance (Revised February 1, 2021)

- Phase 2 optional in-person component limited to 25% capacity or 200 people, whichever is fewer (excluding staff)
- Phase 3 optional in-person component limited to 50% capacity or 400 people, whichever is fewer (excluding staff)
- Public health requirements (cleaning/sanitizing, face coverings, 6-ft distance between persons, worker safety requirements, etc.)



LEGISLATION

HB 1180

Current status: did not pass
out of committee by the 2/12
deadline

If passed, it would have:

- Authorized regular, special and emergency meetings in a “virtual setting;”
- Required time be provided for public testimony or comment at every meeting;
- Required that, if virtual access were provided, public comment be allowed in at least one of three ways: (1) in person; (2) by telephone; or (3) submitted in writing in advance to be read aloud at the meeting, subject to the public comment time limits established by rule.

If passed, it will:

- Encourage agencies to allow public comment and use technology to increase public participation (telephonic, electronic, internet);
- Encourage agencies to record their meetings, provide online streaming options, and make recordings available online for at least six months;
- Require agencies to enter into their meeting minutes the announced purpose for going into an executive session;
- Require agencies to provide an opportunity for public comment at all regular meetings (except in an emergency) either orally at the meeting, or in writing (submitted beforehand);
- Require, if oral comments are allowed, a remote comment option to any individual for whom physical attendance at the meeting would be difficult; and
- Not prohibit the agency from putting time limits on public comment or limits on how public comment is accepted.

ESHB 1329

Current status: passed in the House and is currently on second reading by the Senate Rules Committee

ESHB 1056

Current status: passed
unanimously by the House and
is currently before the Senate
Rules Committee

If passed, it will:

- Encourage governing bodies to adopt resolutions or ordinances establishing where and how meetings will be held in the event of an emergency;
- Allow an agency to hold a meeting remotely (without a physical location) in the event of a declared emergency if an in-person meeting cannot be held with reasonable safety;
- Allow an agency's governing body to meet in-person but limit attendance of the public in an emergency;
- If public attendance is limited, require real-time telephonic or other electronic means of access that does not result in additional cost to the public;
- Prohibit taking action at such a meeting if remote public access is not provided (except for executive session);

ESHB 1056, cont.

- Require notices where in-person attendance of the public will be limited to include instructions on access (except in emergencies);
- Allow public agencies to have “some” members of a governing body participate remotely even without a declared emergency;
- Update website requirements, allowing agencies to share websites or host each other; and
- Remove exception for agencies without a website or with fewer than 10 FTEs and replace with new exception for special purpose districts, cities or towns that meet the following criteria:
 - aggregate property value of less than \$400,000,000;
 - population under 3k
 - provide confirmation to the Auditor that the cost of posting notices on the website or a shared website would exceed 1/10th of 1% of the budget

OPMA IN A VIRTUAL WORLD



- Voting when on mute or video off
- Increased use in other virtual resources—i.e. Teams and Zoom chats
 - Reminder re: quorums, serial meetings, and passive receipt
- Update Council Bylaws and Rules of Procedure
 - Ex. Policies that prohibit remote attendance or that allow for limited actions to occur remotely
- Executive sessions (who's in the room)
- Public attendance and comment
- Planning for the future

What are some considerations raised by COVID-19?

Additional Resources

- MRSC (Basics, Forms, and Up-to-date information on COVID-19 as it pertains to the OPMA): [MRSC - Open Public Meetings Act Basics](#)
- Open Public Meetings Act, Chapter 43.20 RCW: [Chapter 42.30 RCW: OPEN PUBLIC MEETINGS ACT \(wa.gov\)](#)
- Attorney General's Office Open Government Training: [Open Government Training | Washington State](#)
- [LESSON 3: OPEN PUBLIC MEETINGS ACT – RCW 42.30 | Washington State](#)
- Governor's Miscellaneous Venue Guidance: [COVID19 Misc Venue Guidance.pdf \(wa.gov\)](#)

Questions?

Ann Marie J. Soto,

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MADRONA
LAW GROUP, PLLC



CITY OF EDGEWOOD

PARKS AND RECREATION ADVISORY BOARD SUMMARY

Thursday March 3, 2021 – 6pm ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Chair Levenhagen called the meeting to order at 6:01pm

2. ROLL CALL

Present: Brian Levenhagen, Jeff Southard, Anne Percival, Mary Grace Eala, Linda Howard, Bill Hilton

Excused: Mike Barnett

City Staff: Public Works Director (PWD) Jeremy Metzler, IT Director Matthew Ray,
Communications Coordinator/Deputy City Clerk Jill Schwerzler-Herrera

3. APPROVAL OF MEETING SUMMARY

Mary Grace Eala **MOVED**, seconded by Anne Percival to approve the February 4, 2021 Meeting Summary.
APPROVED (6-0)

4. OLD BUSINESS

- 2021 Work Plan
PWD Metzler reviewed the newly adopted work plan, focusing on Council Priorities, and the possibility of adding a future agenda list.
- Edgemont Park Playground
Board members reviewed the estimates provided, discussed Councils recommendations, and reviewed possible next steps.
- 36th & Meridian Park Update
PWD Metzler viewed the images of the proposed playground equipment and structures for Edgewood Community Park.
- Park Amenity Dedication Policy
Mary Grace Eala, and Bill Hilton discussed this agenda item and decided to bring it back for follow up.
- Little Libraries
PWD Metzler said the city's recommendation, after speaking with the city attorney, was to not house these on city property due to liability and vandalism issues.
- National Fitness Campaign
Based on the conversation from the February meeting board members decided not to move forward with the program at this time.

5. NEW BUSINESS

- Pacific Coast Dogwood at Nelson Nature Park
Anne Percival discussed a Pacific Coast Dogwood tree that had been donated years prior and the idea of planting it at the Nelson Nature Park.

6. ADJOURN – 6:56PM



**CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING MINUTES**

Monday, March 1, 2021, 6 p.m. • Virtual Zoom Meeting

Meeting Link: (<https://zoom.us/j/92275379112>)

1. **CALL TO ORDER:** Chair Butterfield called the meeting to order at 6 p.m.
 - A. **Members Present:** Kilmer; Wiesenfeld; Butterfield; Clark; Swanson; Neil
 - B. **Commissioners Absent:** None (Position 5 VACANT)
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteche, Planning Manager
Evan Hietpas, Planning Technician
 - D. **Others Present:** Mayor Eidinger
Council Member Wise
Council Member Tomin
Council Member West
2. **CONSENT AGENDA**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for February 1, 2021**
 - C. **Review of Planning Commission Minutes for February**
 - i. Wiesenfeld moved to approve, as presented.
 - ii. Kilmer seconded.
 - iii. The Board voted 6-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. None
4. **NEW BUSINESS**
 - A. **Discussion Item(s)**
 - i. Edgewood Marketplace
 - a. Groth opened and presented the staff report
 - b. Discussion ensued
 - ii. 2021 Work Plan
 - a. Groth opened and shared the adopted work plan
 - b. Discussion ensued
 - iii. Summary of Joint Meeting with City Council
 - c. Groth opened and asked Vice-Chair Wiesenfeld to summarize the meeting
 - d. Discussion ensued
 - B. **Action Item(s)**
 - i. None
5. **STAFF COMMENTS:** No additional comments
6. **BOARD MEMBER UPDATES:** Wiesenfeld welcomed member Clark, all members echoed the welcome
7. **ADJOURN:** Chair Butterfield adjourned the meeting at 7:07 p.m.



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, March 8, 2020 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Chair Overfield called meeting to order at 6:03 PM
 - A. **Commissioners Present:** Guillory; Overfield; Greene; Wagner; Pincas; Ramirez; Slate
 - B. **Commissioners Absent:** None
 - C. **Staff Member(s) Present:** Darren Groth, Community and Economic Development Director
Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
Jeremy Metzler, Public Works Director
Dave Gray, Assistant City Administrator
 - D. **Others Present:** Mayor Eidinger
Councilmember Tomy
2. **CONSENT AGENDA:** Pincas moved to APPROVE as presented, Wagner seconded. Commission voted 5-0 to approve the Consent Agenda.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:**
 - A. Tree Preservation Code Amendment
 - i. Chair Overfield opened the public hearing at 6:09.
 - ii. Hietpas provided an introduction for the proposed tree preservation code amendments.
 - iii. No public comments received.
 - iv. Chair Overfield closed public hearing at 6:11.
 - B. Sign Code Amendment
 - i. Chair Overfield opened the public hearing at 6:11.
 - ii. Groth provided an introduction for the proposed sign code amendments.
 - iii. No public comments received.
 - iv. Chair Overfield closed public hearing at 6:14.
5. **NEW BUSINESS:**
 - A. **Action Items:**
 - i. Tree Preservation Code Amendment
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Guillory motioned to approve. Pincas seconded. Planning Commission voted 7-0 recommend approval of the code amendment, as presented.
 - ii. Sign Code Amendment
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Greene motioned to approve. Ramirez seconded. Planning Commission voted 7-0 recommend approval of the code amendment, as presented.

B. Discussion Items:

i. Town Center

- a.** Hietpas introduced the agenda item and presented city staff's recommendation on this item.
- b.** Discussion ensued regarding the three recommended actions proposed by city staff.
- c.** This item will be included as an Action Item on the April 12th agenda. The Commission will provide an initial recommendation to City Council on what actions should be pursued to promote desirable development in Town Center.

ii. Development Standards and Public Works Standards

- a.** Meltzer introduced the agenda item and opened the discussion.
- b.** The Commission and city staff held discussion related to: required improvement tables, cross section design drawings, road classifications, non-vehicular networks, and a fee-in-lieu program for required improvements.
- c.** This item will be included as a discussion item on the April 12th agenda.

iii. Sanitary Sewer Connection Requirements

- a.** Groth introduced the agenda item and presented city staff's recommendation on this item, related to sanitary sewer networks and on-site septic systems.
- b.** The Commission and city staff held discussion related to: feasibility of community septic systems, Local Improvement District #1 (LID), the City's Sewer Plan updates, and geographic boundaries.
- c.** This item will be included as an Action Item on the April 12th agenda. The Commission will provide a recommendation to City Council regarding policy decisions that should be made regarding this discussion.

iv. Street Light Standards

- a.** Hietpas opened discussion on street light standards, and presented city staff's recommendation on uniformity and design of street lights.
- b.** The Commission discussed city staff's recommendation and concurred with the proposed actions.
- c.** This item will be included as an Action Item on the April 12th agenda. The Commission will provide a recommendation to City Council on the street light standards that should formally be adopted in the Edgewood Municipal Code. Following this action, City Council will provide direction on whether or not any code amendments should be pursued.

v. 2021 Work Plan

- a.** Hietpas opened the discussion item.
- b.** Discussion ensued.



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING MINUTES**

Monday, March 8, 2020 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

6. STAFF COMMENTS: None

7. COMMISSIONER COMMENTS:

- Overfield announced that she will not be able to attend the April 12th meeting. Vice-Chair Pincas will facilitate the meeting in her absence.
- Pincas asked about City Council assigning liaisons for the City's boards and commissions.

8. CITY COUNCIL MEMBER COMMENTS:

- Councilmember Tomin addressed Pincas' question by explaining that City Council is making an effort to gain a deeper understanding of the issues and topics that the City boards and commissions are working through.

9. ADJOURN: Chair Overfield adjourned meeting at 8:16.



CITY OF EDGEWOOD

REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, April 13, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

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

Present: Mayor Eidinger, Deputy Mayor Creley, Councilmember West, Councilmember Day, Councilmember Christopherson, Councilmember Wise, Councilmember Tomin, Councilmember Lowry

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 Mark Berry

2 AUDIENCE COMMENT

There was no audience comment.

3 MAYOR'S REPORT

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

4 CONSENT AGENDA:

- A.** Regular City Council Meeting Minutes of March 23, 2021
- B.** Study Session Meeting Minutes of March 30, 2021
- C.** Study Session Meeting Minutes of April 6, 2021
- D. AB21-016** – a motion approving April 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 \$165,238.32; and Vendor Check Numbers 24876 through 24908 with EFT and Direct Pay Payments in the amount of \$235,813.38 and void check number 24851 in the amount of \$<15,506.00>. Total distributions submitted for review and authorization in the amount of \$385,545.70
- E. AB21-0557** – a motion approving Resolution No. 21-0557, authorizing the mayor to purchase school zone beacons from Traffic Safety Supply
- F. AB21-0558** – a motion approving Resolution No. 21-0558, authorizing the mayor to execute a custom street lighting order with Puget Sound Energy for replacement of 14 existing fixtures to LED

- G. AB21-0559** – a motion approving Resolution No. 21-0559, authorizing the mayor to enter into a first amendment to the contract with Active Construction, INC. dated September 14, 2020, and approving change orders in the amount of \$328,862.41

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

5 COUNCIL BUSINESS

- A. AB21-0603** – a motion approving Ordinance No. 21-0603, amending Edgewood Municipal Code (EMC) section 18.97.040 related to prohibited signs; amending EMC sections 18.97.300 and 18.20.090 related to sign definitions

Community & Economic Development Director Groth brought this item forward for a final.

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

- B. AB21-0604** – a motion approving Ordinance No. 21-0604, amending Edgewood Municipal Code (EMC) section 18.90.180 related to tree preservation; amending EMC sections 18.20.050, 18.20.200, 18.20.220, and 18.20.230 pertaining to tree-related definitions; amending EMC 18.80.080 related to tree preservation and protection standards in certain zoning districts

Community & Economic Development Director Groth brought this item forward for final action.

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

- C. AB21-0605** – a motion approving Ordinance No. 21-0605, rezoning certain real property located at 4411 90th Avenue East Edgewood, WA (Pierce County parcel numbers 0420163074, 0420163003, 0420163051, 0420167703, 0420167704, 0420167705, and 0420167706) from single-family moderate (SF-3) to industrial (I)
- Community & Economic Development Director Groth brought this item forward for final action.

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

- D. AB21-0606** – a motion approving Ordinance No. 21-0606, amending the Budget for the 2021 fiscal year

Assistant City Administrator Gray brought this item forward for final action.

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

6 COUNCIL COMMENTS

Councilmember Tomyon spoke.

Councilmember Christopherson noted he will attend Connect over Coffee.

Councilmember Lowry spoke.

7 ADJOURN

Mayor Eidinge adjourned the meeting at 7:46pm

Jill S. Herrera
Communications Coordinator / Deputy City Clerk

Daryl Eidinge
Mayor



CITY OF EDGEWOOD

STUDY SESSION MEETING AGENDA SUMMARY

Tuesday, April 20, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

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

Present: Mayor Eidinger, Deputy Mayor Creley, Councilmember West, Councilmember Day, Councilmember Christopherson, Councilmember Tomin, Councilmember Lowry

Excused: Councilmember Wise

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, Chief Mark Berry

2 COUNCIL BUSINESS

A. Discussion - Development Review

Building inspector/Plans Examiner Cory McVay shared the monthly numbers with Council. He then introduced Pat Nakamura to discuss what it takes to get a large building project off the ground and keep it going.

B. Discussion - Equity, Diversity and Inclusion (Trainings, Planning, etc.)

Councilmembers West, and Tomin discussed various topics relating to this reoccurring agenda item.

C. Discussion - Resolution - Mortensen Farm WSDOT ILA

Public Works Director Metzler briefed Council on the details and timeline of this agenda item.

D. Discussion - Ordinance - Concurrency Review Threshold

Public Works Director Metzler noted this item first needed to go to Planning Commission before coming back to Council in a few weeks.

E. Discussion - Planning Commission Recommendation - Town Center

Community and Economic Development Director Groth brought this item forward for review, discussion then ensued between Council and staff.

F. Discussion - Planning Commission Recommendation - Streetlights

Community and Economic Development Director Groth brought forward the Planning Commissions recommendation for Council to review.

G. Discussion - Planning Commission Recommendation - Sewers

Community and Economic Development Director Groth discussed this item and then answered Council questions.

H. Discussion - Purchase Order - Council Chamber Updates

IT Director Ray discussed the various update options available for Council Chambers and the issues they would solve. Council requested option number 2 be moved forward to an upcoming Consent Agenda.

3 OTHER COUNCIL ITEMS

Councilmember Tomyon spoke.
IT Director Ray spoke.

4 ADJOURN

Mayor Eidingen adjourned the meeting at 8:32pm

Jill S. Herrera
Communications Coordinator / Deputy City Clerk

Daryl Eidingen
Mayor



City Of Edgewood Council Agenda Summary Sheet

Subject: AB21-017 - a motion approving April 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; IRS 941; Q1 ESD PFML; Q1 ESD Unemployment; and Q1 L&I in the amount of \$134,693.44; and Vendor Check Numbers 24909 through 24934 with EFT and Direct Pay Payments in the amount of \$1,220,899.64. Total distributions submitted for review and authorization in the amount of \$1,355,593.08	Agenda Item #:
	For Agenda of: 4/27/2021
	Prepared by: Stephanie Goff
Attachments (list): 1. 042721 Claims Register 2. 042721 Voucher Directory	
Approval of Materials: Stephanie Goff Rachel Pitzel 4/22/2021 Dave Gray 4/22/2021 Daryl Eidinger 4/22/2021	Expenditure Required: \$1,355,593.08
	Amount Budgeted: \$1,355,593.08
	Timeline: N/A

Summary Statement:

Approving April 2021 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; Dept. of Child Support; IRS 941; Q1 ESD PFML; Q1 ESD Unemployment; and Q1 L&I in the amount of \$134,693.44; and Vendor Check Numbers 24909 through 24934 with EFT and Direct Pay Payments in the amount of \$1,220,899.64. Total distributions submitted for review and authorization in the amount of \$1,355,593.08

Item History:

N/A

Recommended Action:

MOTION to adopt AB21-017 - a motion approving April 2021 Budgeted as presented under the Consent Agenda.

Fiscal Note/Consideration:

City of Edgewood 2021

April 27th 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			
DCP EFT 4/15/2021	Deferred Compensation Program	4/15/2021	\$13,957.24
Direct Deposit Run -	Payroll Vendor	4/15/2021	\$76,048.92
DRS EFT 4/15/2021	Dept of Retirement Systems	4/15/2021	\$21,301.64
DSHS-DCS EFT	WA State Support Registry	4/15/2021	\$275.00
IRS 941 EFT 4/15/2021	IRS 941	4/15/2021	\$14,152.30
Q1 2021 ESD PFML	Employment Security Department-PFML	4/15/2021	\$1,635.20
Q1 2021 ESD UI EFT	Employment Security Department	4/15/2021	\$1,210.04
Q1 2021 L&I EFT	Dept of Labor & Industry	4/15/2021	\$6,113.10
Total			\$134,693.44

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
24908 Last Number Issued Previous Authorization			
24909	Active Construction, Inc.	4/27/2021	\$368,248.52
24910	AHBL	4/27/2021	\$375.00
24911	Bob's Property Solutions, Inc.	4/27/2021	\$10,843.83
24912	City of Sumner	4/27/2021	\$4,526.25
24913	Code Publishing Inc.	4/27/2021	\$480.00
24914	Department of Transportation	4/27/2021	\$2,608.30
24915	Dog Waste Depot	4/27/2021	\$144.83
24916	Drain-Pro	4/27/2021	\$1,126.50
24917	Gray & Osborne, Inc	4/27/2021	\$46,542.32
24918	Herrera Environmental Consultants, Inc.	4/27/2021	\$655.47
24919	Legend Data Systems, Inc., dba Legend ID	4/27/2021	\$81.60
24920	McClatchy Company LLC	4/27/2021	\$1,609.30
24921	Office Depot	4/27/2021	\$334.14
24922	Olympic Embroidery	4/27/2021	\$236.12
24923	Pierce County Budget & Finance	4/27/2021	\$3,174.75
24924	Pierce County Budget & Finance PW	4/27/2021	\$5,231.14
24925	Pierce County Budget & Finance Sheriff	4/27/2021	\$530,021.66
24926	Puyallup School District	4/27/2021	\$110.50
24927	Raedeke Associates, Inc.	4/27/2021	\$5,722.74
24928	Reed Trucking & Excavating, Inc.	4/27/2021	\$133,201.11
24929	Sterling Automotive Service	4/27/2021	\$71.60
24930	Traffic Safety Supply	4/27/2021	\$6,945.32
24931	Transportation Systems Inc.	4/27/2021	\$2,759.59
24932	West Coast Code Consultants, Inc.	4/27/2021	\$7,122.50
24933	Whistle Workwear	4/27/2021	\$148.32
24934	Xtreme Graphics	4/27/2021	\$54.65
Direct Pay Payment	CDW Government	4/27/2021	\$39,970.18
Direct Pay Payment	Julie Dyer	4/27/2021	\$1,680.00
Direct Pay Payment	Transpo Group	4/27/2021	\$38,345.00
EFT Payment	Mt. View-Edgewood Water Co.	4/27/2021	\$282.69
EFT Payment	Pitney Bowes Global Financial Services	4/27/2021	\$188.41
EFT Payment	Puget Sound Energy	4/27/2021	\$3,491.99
EFT Payment	US Bank ACH/EFT	4/27/2021	\$257.97
EFT Payment	US Bank Corporate Payment System	4/27/2021	\$4,307.34

Total Claims Voucher Distribution	\$1,220,899.64
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Total Distribution Submitted for Review & Authorization	\$1,355,593.08
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Authorization Adjustments:

Total Distribution Net of Prior Authorized Adjustments	\$1,355,593.08
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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

Fiscal: : 2021 - April
Council Date: : 2021 - April - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Active Construction, Inc.					
	24909		2021 - April - 2nd Council Meeting		
		041421-AC			
			36th & Meridian Park		
			310-000-000-594-76-41-03	Professional Svs.-Property	\$368,248.52
			36th & Meridian Park		
		Total 041421-AC			\$368,248.52
	Total 24909				\$368,248.52
Total Active Construction, Inc.					\$368,248.52
AHBL					
	24910		2021 - April - 2nd Council Meeting		
		124620			
			2/26-3/25/21 On-Call Services		
			001-058-000-558-60-41-03	Prof. Services (Non-reimbursable)	\$375.00
			On-Call Services (Comp Plan Amendments)		
		Total 124620			\$375.00
	Total 24910				\$375.00
Total AHBL					\$375.00
Bob's Property Solutions, Inc.					
	24911		2021 - April - 2nd Council Meeting		
		010321-BOB			
			January Services		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	\$8,920.58
			Tree Removal- 48th & Chrisella; Sumner Height Dr.s & Edgewood Dr.		
		Total 010321-BOB			\$8,920.58
		041221-BOB			
			April Services		
			001-076-000-576-80-41-01	Professional Services	\$1,923.25
			Tree Removal from COE Path (near 16th St E)		
		Total 041221-BOB			\$1,923.25
	Total 24911				\$10,843.83
Total Bob's Property Solutions, Inc.					\$10,843.83

Vendor	Number	Reference	Account Number	Description	Amount
CDW Government					
		Direct Pay Payment 4/22/2021 2:47:19 PM - 1	2021 - April - 2nd Council Meeting		
		B342383			
			March Purchases		
			001-018-000-594-18-64-02	Cap Exp-Computer Hardware	\$12,965.84
				PO# 2021017- Backup Server	
		Total B342383			\$12,965.84
		B543518			
			April Purchases		
			001-018-000-518-85-49-03	Computer Subscriptions	\$15,510.99
				Microsoft License Subscriptions	
		Total B543518			\$15,510.99
		B543520			
			April Purchases		
			001-018-000-594-18-64-03	Cap Exp-Computer Software	\$8,534.72
				PO #2021015-Microsoft and Anti Virus Software	
		Total B543520			\$8,534.72
		B578136			
			April Purchases		
			001-018-000-594-18-64-02	Cap Exp-Computer Hardware	\$1,727.43
				PO #2021018-HP Switch	
		Total B578136			\$1,727.43
		B650810			
			April Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$1,231.20
				Copy Machine Toner (3 of ea color)	
		Total B650810			\$1,231.20
		Total Direct Pay Payment 4/22/2021 2:47:19 PM - 1			\$39,970.18
Total CDW Government					\$39,970.18
City of Sumner					
	24912		2021 - April - 2nd Council Meeting		
		543- COS			
			April Services		
			001-019-000-554-30-41-01	Animal Control Services	\$4,526.25
				Animal Control Svs. for April	
		Total 543- COS			\$4,526.25
	Total 24912				\$4,526.25
Total City of Sumner					\$4,526.25
Code Publishing Inc.					
	24913		2021 - April - 2nd Council Meeting		
		69403			
			2021-2022 Annual Web Fees		
			001-018-000-514-30-42-06	Website Services	\$480.00

Vendor	Number	Reference	Account Number	Description	Amount
				2021-2022 Annual Web Fees	
		Total 69403			\$480.00
	Total 24913				\$480.00
Total Code Publishing Inc.					\$480.00
Department of Transportation					
24914				2021 - April - 2nd Council Meeting	
		RE-313-ATB10413089			
		March Services			
		340-000-000-595-64-63-01		Traffic Control Devices-Other Improvements	\$2,608.30
				Emerald St. Signal Improvements	
		Total RE-313-ATB10413089			\$2,608.30
	Total 24914				\$2,608.30
Total Department of Transportation					\$2,608.30
Dog Waste Depot					
24915				2021 - April - 2nd Council Meeting	
		402407			
		April Purchases			
		001-076-000-576-80-31-01		Operational Supplies	\$144.83
				Dog Waste Bags	
		Total 402407			\$144.83
	Total 24915				\$144.83
Total Dog Waste Depot					\$144.83
Drain-Pro					
24916				2021 - April - 2nd Council Meeting	
		80804			
		4/18-5/15/21 Edgemont Park			
		001-076-000-576-80-45-03		Operating Rentals	\$443.00
				4/18-5/15/21 Edgemont Park	
		Total 80804			\$443.00
		80805			
		4/18-5/15/21 Nelson Nature Park			
		001-076-000-576-80-45-03		Operating Rentals	\$241.00
				4/18-5/15/21 Nelson Nature Park	
		Total 80805			\$241.00
		80806			
		4/18-5/15/21 Nelson Farm			
		001-076-000-576-80-45-03		Operating Rentals	\$111.50
				4/18-5/15/21 Nelson Farm	
		Total 80806			\$111.50

Vendor	Number	Reference	Account Number	Description	Amount
		80807			
			4/18-5/15/21 Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	\$201.50
				4/18-5/15/21 Trailhead Park	
		Total 80807			\$201.50
		80808			
			4/18-5/15/21 PW Yard		
			001-076-000-576-80-45-03	Operating Rentals	\$129.50
				4/18-5/15/21 PW Yard	
		Total 80808			\$129.50
	Total 24916				\$1,126.50
Total Drain-Pro					\$1,126.50
Gray & Osborne, Inc					
24917					
			2021 - April - 2nd Council Meeting		
		18-G&O Prj 18626.03			
			24th & Meridian Sidewalks		
			350-000-000-595-61-63-01	Pedestrian Projects	\$312.23
				24th & Meridian Sidewalks	
		Total 18-G&O Prj 18626.03			\$312.23
		18-G&O Prj. 19614.00			
			General Sewer Plan Update		
			401-000-000-594-35-61-01	Cap Improvements-Sewer Plan Update	\$9,843.55
				General Sewer Plan Update	
		Total 18-G&O Prj. 19614.00			\$9,843.55
		2-G&O Prj. 18626.13			
			24th & Meridian Sidewalk Gaps		
			350-000-000-595-61-63-01	Pedestrian Projects	\$33,505.44
				24th & Meridian Sidewalk Gaps	
		Total 2-G&O Prj. 18626.13			\$33,505.44
		27-G&O Prj. 18626.01			
			56th St E SW Improvements		
			410-000-000-531-38-41-01	Professional Service	\$2,881.10
				56th St E SW Improvements	
		Total 27-G&O Prj. 18626.01			\$2,881.10
	Total 24917				\$46,542.32
Total Gray & Osborne, Inc					\$46,542.32
Herrera Environmental Consultants, Inc.					
24918					
		48574			
			Project 21-07553-000		
			410-000-000-531-38-41-01	Professional Service	\$655.47

Vendor	Number	Reference	Account Number	Description	Amount
				Stormwater Management Action Plan	
		Total 48574			\$655.47
	Total 24918				\$655.47
Total Herrera Environmental Consultants, Inc.					\$655.47
Julie Dyer					
	Direct Pay Payment 4/22/2021 2:47:19 PM - 2		2021 - April - 2nd Council Meeting		
	1034-JD				
		4/1-4/15/21 Services			
		001-018-000-518-80-41-01		Contracted IT Services	\$1,680.00
				4/1-4/15/21 Services	
		Total 1034-JD			\$1,680.00
	Total Direct Pay Payment 4/22/2021 2:47:19 PM - 2				\$1,680.00
Total Julie Dyer					\$1,680.00
Legend Data Systems, Inc., dba Legend ID					
	24919		2021 - April - 2nd Council Meeting		
		131437			
		Sales Order 72147			
		001-018-000-518-20-31-01		Office & Operational Supplies	\$81.60
				Photo ID Cards	
		Total 131437			\$81.60
	Total 24919				\$81.60
Total Legend Data Systems, Inc., dba Legend ID					\$81.60
McClatchy Company LLC					
	24920		2021 - April - 2nd Council Meeting		
		15257			
		Acct No. 32997			
		001-019-000-511-30-41-02		Legal Publications	\$1,175.79
				March Statement	
		001-058-000-558-60-41-08		Legal Notices/Publications	\$433.51
				March Statement	
		Total 15257			\$1,609.30
	Total 24920				\$1,609.30
Total McClatchy Company LLC					\$1,609.30

Vendor	Number	Reference	Account Number	Description	Amount
Mt. View-Edgewood Water Co.					
		EFT Payment 4/22/2021 2:46:06 PM - 1	2021 - April - 2nd Council Meeting		
		15690-3401 2/11/21-4/10/21			
		2/11/21-4/10/21 Services			
		001-018-000-518-30-47-02	Water		\$75.27
		Nelson Farm			
		Total 15690-3401 2/11/21-4/10/21	\$75.27		
		19143-3401 2/11/21-4/10/21			
		2/11/21-4/10/21 Services			
		001-018-000-518-30-47-02	Water		\$53.62
		118th Ave E			
		Total 19143-3401 2/11/21-4/10/21	\$53.62		
		2-3401 2/11/21-4/10/21			
		2/11/21-4/10/21 Services			
		001-018-000-518-30-47-02	Water		\$153.80
		Edgemont Park			
		Total 2-3401 2/11/21-4/10/21	\$153.80		
		Total EFT Payment 4/22/2021 2:46:06 PM - 1	\$282.69		
Total Mt. View-Edgewood Water Co.					\$282.69
Office Depot	24921		2021 - April - 2nd Council Meeting		
		164265535001			
		March Purchases			
		001-018-000-518-20-31-01	Office & Operational Supplies		\$140.73
		Copy Paper, Paper Towels, Pens, Pen Cups			
		Total 164265535001	\$140.73		
		164271082001			
		March Purchases			
		001-018-000-518-20-31-01	Office & Operational Supplies		\$193.41
		Toilet Paper			
		Total 164271082001	\$193.41		
	Total 24921				\$334.14
Total Office Depot					\$334.14
Olympic Embroidery	24922		2021 - April - 2nd Council Meeting		
		24610			
		April Purchases			
		001-018-000-518-20-31-01	Office & Operational Supplies		\$236.12
		COE Jackets-J.Werre, C.Swearingen			
		Total 24610	\$236.12		
	Total 24922				\$236.12
Total Olympic Embroidery					\$236.12

Vendor	Number	Reference	Account Number	Description	Amount
Pierce County Budget & Finance					
	24923		2021 - April - 2nd Council Meeting		
		CI-299901			
			CountyView Subscription		
			001-058-000-558-60-49-04	Subscriptions	\$2,900.00
			CountyView Subscription		
		Total CI-299901			\$2,900.00
		CI-300796			
			March Services		
			001-018-000-518-30-41-01	Professional Services	\$274.75
			COE Vehicle Cell-Fi Installation		
		Total CI-300796			\$274.75
	Total 24923				\$3,174.75
Total Pierce County Budget & Finance					\$3,174.75
Pierce County Budget & Finance PW					
	24924		2021 - April - 2nd Council Meeting		
		CI-300805			
			February Services		
			101-000-000-542-64-41-02	Traffic Control Devices-Traffic Operations (Contract)	\$5,231.14
			February Services		
		Total CI-300805			\$5,231.14
	Total 24924				\$5,231.14
Total Pierce County Budget & Finance PW					\$5,231.14
Pierce County Budget & Finance Sheriff					
	24925		2021 - April - 2nd Council Meeting		
		CI-299594			
			March Services		
			001-021-000-521-20-41-01	Police Services	\$265,010.83
			March Services		
		Total CI-299594			\$265,010.83
		CI-300934			
			April Services		
			001-021-000-521-20-41-01	Police Services	\$265,010.83
			April Services		
		Total CI-300934			\$265,010.83
	Total 24925				\$530,021.66
Total Pierce County Budget & Finance Sheriff					\$530,021.66
Pitney Bowes Global Financial Services					
	EFT Payment 4/22/2021 2:46:06 PM - 2		2021 - April - 2nd Council Meeting		
	3313032439				
			12/30/20-3/29/21 Lease		
			001-018-000-518-20-45-03	Postage Meter Lease	\$188.41

Vendor	Number	Reference	Account Number	Description	Amount
				Postage Meter Lease 12/30/20-3/29/21	
			Total 3313032439		\$188.41
			Total EFT Payment 4/22/2021 2:46:06 PM - 2		\$188.41
Total Pitney Bowes Global Financial Services					\$188.41
Puget Sound Energy					
		EFT Payment 4/22/2021 2:46:06 PM - 3		2021 - April - 2nd Council Meeting	
		300000011233 March 2021			
			March Statement		
			001-018-000-518-30-47-01	Electricity	\$3,491.99
				March Statement	
			Total 300000011233 March 2021		\$3,491.99
			Total EFT Payment 4/22/2021 2:46:06 PM - 3		\$3,491.99
Total Puget Sound Energy					\$3,491.99
Puyallup School District					
	24926			2021 - April - 2nd Council Meeting	
		1159			
			4/24/21 Shred Event Custodial Fee		
			001-018-000-518-20-41-01	Professional Service	\$110.50
				4/24/21 Northwood Elementary Shred Event-Custodial Fee	
		Total 1159			\$110.50
	Total 24926				\$110.50
Total Puyallup School District					\$110.50
Raedeke Associates, Inc.					
	24927			2021 - April - 2nd Council Meeting	
		59149			
			March Services - Prj. 2018-097		
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	\$925.12
				121 Rusev Short Plat Wetland Review	
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	\$898.25
				119 Satwant Northwood Mitigation Assistance	
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	\$1,138.59
				120 Prologish Park Wetland Review	
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	\$552.00
				109 Barth Estates 2nd Wetland Review	
			001-076-000-576-80-41-01	Professional Services	\$2,208.78

Vendor	Number	Reference	Account Number	Description	Amount
				122 Nelson Nature Park Wetland Review	
		Total 59149			\$5,722.74
	Total 24927				\$5,722.74
Total Raedeke Associates, Inc.					\$5,722.74
Reed Trucking & Excavating, Inc.					
	24928			2021 - April - 2nd Council Meeting	
		041321-RTE			
				24th & Meridian Sidewalk Gaps Project	
			350-000-000-582-20-00-02	Contractor Retainage	(\$7,000.37)
				24th & Meridian Sidewalk Gaps Project- Retainage	
			350-000-000-595-61-63-01	Pedestrian Projects	\$140,201.48
				24th & Meridian Sidewalk Gaps Project	
		Total 041321-RTE			\$133,201.11
	Total 24928				\$133,201.11
Total Reed Trucking & Excavating, Inc.					\$133,201.11
Sterling Automotive Service					
	24929			2021 - April - 2nd Council Meeting	
		0031254			
				April Services	
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$71.60
				Oil Change- 2019 Ford F350 (#12)	
		Total 0031254			\$71.60
	Total 24929				\$71.60
Total Sterling Automotive Service					\$71.60
Traffic Safety Supply					
	24930			2021 - April - 2nd Council Meeting	
		INV036500			
				PO# 2021013	
			101-000-000-542-64-31-11	Traffic Control Devices-Signs	\$6,945.32
				PO# 2021013- (4) Solar LED Stop Signs	
		Total INV036500			\$6,945.32
	Total 24930				\$6,945.32
Total Traffic Safety Supply					\$6,945.32

Vendor	Number	Reference	Account Number	Description	Amount
Transpo Group		Direct Pay Payment 4/22/2021 2:47:19 PM - 3	2021 - April - 2nd Council Meeting		
	26203				
			Prj. 1.18149.00 24th & Meridian Sidewalk		
			350-000-000-595-61-63-01 Pedestrian Projects		\$2,103.75
			24th & Meridian Sidewalk		
	Total 26203				\$2,103.75
	26204				
			Prj. 1.18149.00 General Traffic Engineering		
			001-058-000-558-60-41-03 Prof. Services (Non-reimbursable)		\$385.00
			General Traffic Engineering		
	Total 26204				\$385.00
	26205				
			Prj. 1.18149.00 Singh Multifamily Concurrency & TIA Review		
			001-058-000-558-60-41-01 Reim.Engineering - Prof. Serv		\$1,930.00
			Singh Multifamily Concurrency & TIA Review		
	Total 26205				\$1,930.00
	26207				
			Prj. 1.18149.00 Local Road Safety Plan		
			340-000-000-595-10-63-01 Capital Improvements-Engineering		\$343.75
			Local Road Safety Plan		
	Total 26207				\$343.75
	26208				
			Prj. 1.18149.00 SR 161 & Emerald St. Signal Design & Traffic Analysis		
			101-000-000-595-10-41-01 Professional Services-Capital Exp		\$3,815.00
			SR 161 & Emerald St. Signal Design & Traffic Analysis		
	Total 26208				\$3,815.00
	26209				
			Prj. 1.18149.00 Prologis Park Concurrency Evaluation		
			001-058-000-558-60-41-01 Reim.Engineering - Prof. Serv		\$1,535.00
			Prologis Park Concurrency Evaluation		
	Total 26209				\$1,535.00
	26210				
			Prj. 1.18149.00 2021 Transportation Concurrency Report		
			340-000-000-595-10-63-01 Capital Improvements-Engineering		\$6,308.75
			Transportation Concurrency Report		
	Total 26210				\$6,308.75
	26211				
			Prj. 1.18149.00 Chrisella Rd E Alternatives Analysis		
			101-000-000-595-10-41-01 Professional Services-Capital Exp		\$7,097.50
			Chrisella Rd E Alternatives Analysis		
	Total 26211				\$7,097.50
	26212				
			Prj. 1.18149.00 SR 161 & 20th St E Intersection Control Evaluation		
			101-000-000-595-10-41-01 Professional Services-Capital Exp		\$14,826.25

Vendor	Number	Reference	Account Number	Description	Amount
				SR 161 & 20th St E Intersection Control Evaluation	
		Total 26212			\$14,826.25
		Total Direct Pay Payment 4/22/2021 2:47:19 PM - 3			\$38,345.00
Total Transpo Group					\$38,345.00
Transportation Systems Inc.					
24931				2021 - April - 2nd Council Meeting	
	5111				
		March Services			
		101-000-000-542-64-41-02		Traffic Control Devices-Traffic Operations (Contract)	\$2,213.39
				(4) Solar LED Stop Signs- Installation at 8th St E & 114th Ave E	
	Total 5111				\$2,213.39
	5112				
		March Services			
		001-021-000-521-70-41-11		Traffic Policing-Traffic Camera Contract	\$546.20
				Replace Battery in School Zone Flashing Beacons- 8th St E	
	Total 5112				\$546.20
Total 24931					\$2,759.59
Total Transportation Systems Inc.					\$2,759.59
US Bank ACH/EFT					
		EFT Payment 4/22/2021 2:46:06 PM - 4		2021 - April - 2nd Council Meeting	
		040721-USBank			
		March Safekeeping Fees			
		001-019-000-514-20-42-05		Bank & Bond Fees	\$28.00
				March Safekeeping Fees	
	Total 040721-USBank				\$28.00
	041421-USBank				
		March Analysis Fees			
		001-019-000-514-20-42-05		Bank & Bond Fees	\$229.97
				March Analysis Fees	
	Total 041421-USBank				\$229.97
Total EFT Payment 4/22/2021 2:46:06 PM - 4					\$257.97
Total US Bank ACH/EFT					\$257.97
US Bank Corporate Payment System					
		EFT Payment 4/22/2021 2:46:06 PM - 5		2021 - April - 2nd Council Meeting	
		032521-USBank			
		March Statement			
		001-013-000-513-10-43-01		Travel/Training Costs	\$35.00
				D.Eidinger-cvent.com-Webinar (Roles & Responsibilities in Local Government)	
		001-018-000-518-20-31-01		Office & Operational Supplies	\$8.79
				D.Eidinger-Lowes-Extension Cord	
		001-018-000-518-20-31-01		Office & Operational Supplies	\$10.99
				D.Eidinger-Lowes-Bollard Light Bulbs	

Vendor	Number	Reference	Account Number	Description	Amount
			001-018-000-518-20-31-01	Office & Operational Supplies	\$17.47
				D.Eidinger-Ebay-Garage foor Remote (PW Garage)	
			001-018-000-518-20-31-08	Wellness Supplies	\$16.50
				J.Bartelson-Target-Cliff Bars	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$15.50
				B.Murray-USPS-Posage for Jan. Fun Boxes (B.E. Team)	
			001-018-000-518-20-41-01	Professional Service	\$100.00
				D.Groth-PAW-Senior Planner Job Posting	
			001-018-000-518-20-41-01	Professional Service	\$49.95
				J.S-Herrera-Planetizen-Senior Planner Job Posting	
			001-018-000-518-20-49-11	City Employee Team Building	\$389.92
				J.Bartelson-Olive Garden- Retirement Lunch (R.Pederson)	
			001-018-000-518-20-49-11	City Employee Team Building	\$28.46
				J.Bartelson-Costco- Retirement Lunch (R.Pederson)	
			001-018-000-518-30-32-01	Fuel	\$59.15
				D.Eidinger-Costco Gas-Fuel for 2004 Chevy Silverado (#5)	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	\$951.23
				A.Thompson-RCPW-Sander Parts for Dump Truck	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	\$54.76
				D.Eidinger-Ebay-Auto Battery Jump Starter/Air Compressor	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	\$83.73
				B.Whitman-Freeway Trailer-Hitch for Dump Truck	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	(\$49.99)
				D.Eidinger-Ebay-Auto Battery Jump Starter/Air Compressor (Return)	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	\$91.21
				D.Eidinger-Ebay-Jump Start Booster Battery	
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$5.00
				J.Werre-Tahoma Market-Car Wash (2014 Ford Escape, #11)	
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$5.00
				D.Eidinger-Tahoma Market-Carwash (2001 Ford Focus, #3)	
			001-018-000-518-85-49-03	Computer Subscriptions	\$15.16
				M.Ray-Namecheap-Domain Renewal	
			001-018-000-518-85-49-03	Computer Subscriptions	\$17.95
				B.Murray-Cloud Cover Music-City Hall Lobby Music Subscription	
			001-018-000-518-85-49-03	Computer Subscriptions	\$59.02
				M.Ray-Amazon Web Services-Cloud Backup	
			001-018-000-518-85-49-04	Subscriptions	\$40.00
				J.S-Herrera-iStock Photo-Images	
			001-018-000-518-85-49-04	Subscriptions	\$1.00
				J.S-Herrera-Canva-Senior Planner Ad Creation	
			001-019-000-514-20-43-01	Travel & Training Costs	\$10.00
				S.Goff-PSFOA-March Meetings (Cybersecurity)	
			001-019-000-514-20-43-01	Travel & Training Costs	\$75.00
				M.Ray-ACCIS-Virtual Conference	
			001-019-000-525-60-31-01	Emergency Preparedness-Supplies	\$11.38
				D.Eidinger-Lowes-Signs for COVID Event	

Vendor	Number	Reference	Account Number	Description	Amount
			001-021-000-521-20-31-05	Supplies-Misc	\$26.23
				B.Murray-Dollar Tree-PD Emergency Preparedness Supplies	
			001-021-000-521-20-31-05	Supplies-Misc	\$58.23
				B.Murray-Walmart-PD Emergency Preparedness (Totes for Supplies)	
			001-058-000-558-50-31-01	Office & Operational Supplies	\$204.50
				G.Mehr-Work Sports & Outdoor-Work Pants	
			001-058-000-558-60-43-01	Training/Travel Costs	\$125.04
				D.Groth-Dept. of Ecology-Coastal Workshop Training	
			001-058-000-558-60-43-01	Training/Travel Costs	\$325.00
				S.Read-APA-National Planning Conference 2021	
			001-058-000-558-60-49-01	Memberships	\$100.00
				D.Groth-AWC-Annual Membership Dues	
			001-058-000-558-60-49-01	Memberships	\$413.00
				S.Read-APA-Membership Renewal	
			001-076-000-576-80-31-01	Operational Supplies	\$101.05
				B.Whitman-Costco-Garbage Bags, Water Hose	
			001-076-000-576-80-35-01	Small Tools/Minor Equipment	\$52.74
				B.Whitman-Harbor Freight-Misc. PW Supplies	
			101-000-000-542-30-35-01	Roadway-Small Tools & Minor Equipment	\$105.49
				B.Whitman-Harbor Freight-Misc. PW Supplies	
			410-000-000-594-31-64-04	Equipment	\$105.49
				B.Whitman-Harbor Freight-Misc. PW Supplies	
			501-000-000-594-18-65-03	City Equipment	\$588.39
				D.Eidinger-WA DOL-License/Registration (2014 Ford Explorer, #15)	
				Total 032521-USBank	\$4,307.34
				Total EFT Payment 4/22/2021 2:46:06 PM - 5	\$4,307.34
				Total US Bank Corporate Payment System	\$4,307.34
West Coast Code Consultants, Inc.					
	24932			2021 - April - 2nd Council Meeting	
		2021-EDG-MAR			
			March Services		
			001-058-000-558-50-41-01	Professional Service	\$7,122.50
				3rd Party Plan Review Services	
				Total 2021-EDG-MAR	\$7,122.50
				Total 24932	\$7,122.50
				Total West Coast Code Consultants, Inc.	\$7,122.50
Whistle Workwear					
	24933			2021 - April - 2nd Council Meeting	
		530738			
			March Purchases		
			001-076-000-576-80-31-10	Outdoor Gear	\$29.66
				Safety Shirts, Work Pants (J.Privett)	
			101-000-000-542-90-31-10	Admin/Overhead-Outdoor Gear	\$59.33
				Safety Shirts, Work Pants (J.Privett)	

Vendor	Number	Reference	Account Number	Description	Amount
			410-000-000-531-38-31-10	Outdoor Gear	\$59.33
				Safety Shirts, Work Pants (J.Privett)	
		Total 530738			\$148.32
	Total 24933				\$148.32
Total Whistle Workwear					\$148.32
Xtreme Graphics					
	24934			2021 - April - 2nd Council Meeting	
		21-348			
			March Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$54.65
				Vinyl Cutout- "Code Enforcement"	
		Total 21-348			\$54.65
	Total 24934				\$54.65
Total Xtreme Graphics					\$54.65
Grand Total		Vendor Count	34		\$1,220,899.64



City Of Edgewood Council Agenda Summary Sheet

Subject: AB21-018 - Purchase Order - Council Chamber Updates	Agenda Item #: 5.E
	For Agenda of: 4/27/2021
	Prepared by: Matthew Ray
Attachments (list): 1. City_Of_Edgewood_P-379 Tricaster System Rev 3.0	
Approval of Materials: Matthew Ray Rachel Pitzel 4/22/2021 Dave Gray 4/22/2021 Daryl Eidingen 4/22/2021	Expenditure Required: \$21,000 Amount Budgeted: Not Budgeted Timeline: 4-20-2021: SS 4-27-2021: RM

Summary Statement:

In March of 2020 the City of Edgewood switched from recording audio only to audio and video of its council meetings. In July we then moved those meetings online and earlier this year we added the recording of our boards and commission meetings. Since going live we've had 180 unique individuals watch the various meetings posted on our Vimeo account alone. Feedback from council, staff and citizens has been positive with a few reoccurring shared thoughts:

- It's hard to make out individual faces when we record in the council chambers
- Zoom can be challenging and joining the meeting can be difficult to some

The current system leverages a single camera that is mounted to the wall in the back of the council chambers. The angle and zoom of the camera can be set before the meeting is started but then remains fixed for its duration. This feed and the audio is run through a small touch screen device that allows for simple operation.

On April 20th the following options were presented to Council:

Option 1 - Add a 2nd camera and video switcher. This would allow us to have the widest angle needed for each camera and allow staff to use the touch screen to switch between the two during meetings. This option improves the visibility and functionality inside council chambers but does not provide much alteration of expansion down the road. **Any alterations would require a service call.*

Option 2 - Add a video production system, and two additional, more powerful cameras.

This option would provide us the ability to live stream to multiple platforms, add city branding, allow live camera adjustments, view higher resolution video, and use a system that can do post production editing and redaction. This option is expandable and is in line with what Pierce County TV uses to produce other jurisdictions council videos and presentations. It also allows for limited video work to be done by staff and not

contracted out. **The existing camera would be relocated to a conference room.*

Option 3 - Add a third camera to either of the above proposals.

[Click here to view the proposed video production system.](#)

Option 2 with adding a third camera was selected.

Item History:

Recommended Action:

Authorize the Mayor to sign a purchase order with Morgan Sound

Fiscal Note/Consideration:

Eligible for Comcast Franchise Capital fund's usage and or Treasury Distribution Covid 19 Grants

COUNCIL CHAMBERS

SCOPE

This proposal will provide a new video switching system with two cameras. The cameras will be placed in the same position as the older USB camera and will utilize the same wire infrastructure. The Newtek Tricaster Mini system will provide simple switching and camera control along with titling, recording, audio mixing, and streaming capabilities. This ensures that the City will have a complete video system that covers all their future needs. The system is network video based so it can operate over standard CAT6 cabling and network switches. Video distribution to Zoom will be provided over NDI network technology. The city will have to provide 2x HDMI computer monitors for the video interface on the staff dais. Installation and Training is included Turnkey, See the link to the Tricaster Mini info in the enclosing email.

VIDEO STREAMING SYSTEM

QTY	DESCRIPTION	NOTES	PRICE	PRICE EXT	TOTAL
3	NewTek NDIHX-PTZ2	NDI HX – PTZ2 Camera	\$2,195.00	\$6,585.00	\$6,585.00
1	NewTek TCM4KUHD	TriCaster TC Mini 4K - includes two Spark Plus 4K IO Converters	\$7,995.00	\$7,995.00	\$7,995.00
1	Custom Rigging Hardware	Camera Mount Hardware	\$350.00	\$350.00	\$350.00
1	West Penn Custom	Cabling And Connector Budget	\$300.00	\$300.00	\$300.00
EQUIPMENT TOTAL					\$15,230.00
LABOR TOTAL					\$5,085.00
COUNCIL CHAMBERS TOTAL					\$20,315.00



ACCEPTANCE

FINANCIAL

PAYMENT SCHEDULE

This project will proceed with a valid PO from The City Of Edgewood, with net 10 day terms.

EQUIPMENT TOTAL	\$15,230.00
SHIPPING TOTAL	\$0.00
ENGINEERING	\$285.00
INSTALLATION	\$4,800.00
MANAGEMENT	\$0.00
PROGRAMMING	\$0.00
LABOR TOTAL	\$5,085.00
SUBTOTAL	\$20,315.00
TOTAL SALE TAX	\$2,011.19
PROJECT TOTAL	\$22,326.19

ACCEPTANCE

TERMS

I accept this proposal and hereby authorize Morgan Sound, Inc to proceed with the installation of the included systems at the facilities of City Of Edgewood located at 2224 104th Ave E Edgewood, WA 98372 as described in the totality of this document. I further authorize Morgan Sound, Inc to be granted the facility access required to complete this project in a timely manner. Project cost and pricing are dependent upon a continual flow of work without interruption or delays and it is therefore agreed that any delays caused by construction, other trades or delay of access may result in additional charges to City Of Edgewood.

Further, wire totals are an estimate, as are lift rentals and associated fees. Adjustments to actual wire used and lift rental charges will be made at the end of the project and increases will be the responsibility of City Of Edgewood.

Morgan Sound, Inc cannot be held financially responsible or liable for any delays in the receipt of materials for this project caused by circumstances beyond our control. This contract is the whole and complete document, and I therefore agree that any additions to and/or deletions from the materials and labor will be approved by my acceptance of this proposal. After contract execution, any resulting change(s) in cost of this project shall only be approved by way of written change order(s) and shall be valid only after being signed by City Of Edgewood.

An authorized signature and deposit or valid PO as itemized in the section "Financial" is required to initiate "Notice to Proceed". Labor and Equipment for projects that span multiple months will be billed monthly in orderly progress payments. Ordered equipment that is stored in Morgan Sound, Inc's secured and insured warehouses will be billed on arrival. Morgan Sound, Inc will supply an accurate Schedule Of Values and/or invoice along with serial numbers and photographs as needed for billed equipment that has been delivered to the job site or is staged in our secure warehouse.

ACCEPTANCE

SIGNED

Date

PRINT NAME

TITLE

Statement of Warranty

All work is guaranteed by Morgan Sound for a period of one year following the completion of the installation. During this period, Morgan Sound will repair or replace any equipment or work found to be defective at no cost to you, the Owner. Morgan Sound will determine the course of action for the repair or replacement decisions. In the case of faulty equipment, we will use the manufacturer's warranty guidelines to assess the condition of the failure. Morgan Sound will pay any costs incurred in the facilitation of manufacturer warranty repairs during the initial one-year period.

After the period of one year, Morgan Sound will continue to act as the warranty service station for any equipment found to be defective. Most manufacturer warranties extend beyond one year; please see the attached list of warranty periods for the manufacturers we represent. Unlike during the first year, we will charge our current service call rate for the removal and reinstallation of the equipment.

Exclusions from Warranty

Morgan Sound's one-year warranty does not cover any damage to workmanship or equipment caused by negligence or accident from other trades during the installation phase. Failures caused by abuse, neglect, or other conditions that void the manufacturer warranty will also void the first-year warranty offered by Morgan Sound. Our one-year warranty does not extend to equipment supplied by the Owner that was purchased through another vendor or purchased used. Additionally, equipment repairs from earlier installations not covered under the active one-year warranty shall be at the Owner's expense.

If the warranty repair requires parts that are unavailable and the product has been discontinued, then the Owner will bear the difference in expense for the updated equipment provided by Morgan Sound or the manufacturer. The Owner will receive full credit for the original purchase price and will only be charged the difference in cost for the replacement.

Morgan Sound will assume the cost of shipping at the regular ground freight price for any warranty replacement parts or units. The Owner may request expedited freight, in which case the cost of shipping will be paid by the Owner.

If the warranty equipment is at an elevation or location that requires specialized hardware such as a lift or scaffolding, the work on the equipment will be serviced under Morgan Sound's warranty, but the specialized hardware acquisition will not. The Owner will pay any expenses incurred from the rental of the required hardware, assembly of said hardware, and its transportation to and from the installation location.

Installations located over one-hundred miles away from our offices located in Lynnwood, WA qualify for our one-year warranty the same as local installations. However, travel time and expense charges will be invoiced to the Owner. These travel charges may also be applied to the initial service visit to determine the cause of failure or warranty status. If the distance requires the technician to stay overnight at the installation location, the Owner will bear the expense of overnight housing and per diem costs. If the installation requires the technician to use air or sea travel to reach the location, the Owner will be responsible for the travel costs, including but not limited to transportation, local parking, baggage fees, and overnight housing.