



CITY OF EDGEWOOD REGULAR COUNCIL MEETING AGENDA

Tuesday, September 28, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Roll Call, Pledge of Allegiance

2. PUBLIC HEARING

A. AB21-041 – PUBLIC HEARING – Ordinance – Title 18 – Transitional Housing Code Amendments

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. Regular Council Meeting Minutes of September 14, 2021

B. Study Session Meeting Minutes of September 21, 2021

C. Review of Board/Commission Minutes

D. AB21-042 – a motion approving September 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 \$138,347.21; and Vendor Check Numbers 25113 through 25136 with EFT and Direct Pay Payments in the amount of \$437,910.18. Total distributions submitted for review and authorization in the amount of \$576,257.39

6. COUNCIL BUSINESS

A. AB21-043 – Purchase Order – Tool Cat

B. AB21-0612 – a motion adopting Ordinance 21-0612, relating to parking of vehicles in the right-of-way; amending section 10.12.020 of the Edgewood Municipal Code

C. AB21-044, Confirming the Mayoral re-appointment of Brian Levenhagen to the Parks and Recreation Advisory Board Position No. 1, and Bill Hilton to Position No. 3, with terms ending September 30, 2023

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.



City Of Edgewood Council Agenda Summary Sheet

Subject: AB21-041 – PUBLIC HEARING – Ordinance –Title 18 – Transitional Housing Code Amendments	Agenda Item #: 2.A
	For Agenda of: 9/28/2021
	Prepared by: Darren Groth
Attachments (list): 1. Attachment 1_ Legislature Final Bill Report - E2SHB 1220 2. Attachment 2_ Planning Commission Recommendation 3. Attachment 3_ Proposed Code Amendments - HB1220	
Approval of Materials: Darren Groth Rachel Pitzel 9/23/2021 Dave Gray 9/23/2021	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 09/21/21: Initial Study Session 09/28/21: Public Hearing RCM 10/05/21: Follow-Up Study Session 10/12/21: Final Action RMC

Summary Statement:

The proposed code amendments pertain to Edgewood Municipal Code (EMC) Chapters 18.20 and 18.70, related to transitional and emergency housing land uses, providing for severability, and establishing an effective date. The code amendments are being proposed to ensure compliance with House Bill 1220, which was recently passed by the Washington State legislature and is summarized in the Final Bill Report included as Attachment 1. Several key tenants of the bill include:

- Effective July 25, 2021, the City cannot prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed.
- Transitional housing refers to a supportive, yet temporary type of accommodation that is meant to bridge the gap from homelessness to permanent housing by offering structure, supervision, support (for addictions and mental health, for instance), life skills, and in some cases, education and training.
- Effective September 30, 2021, the city cannot prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, except in such cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit.

The Planning Commission discussed this item during their July 12 and August 9, 2021 meetings. In addition, on September 13, 2021, the Planning Commission held a public hearing and made a recommendation (Attachment 2) to modify the various sections of the EMC as shown in Attachment 3, with the motion requesting City staff to look at the precision of the RCW references. Upon further examination, staff

recommends keeping those references as presented because several point to a general 'Definitions' heading while the more specific reference is appropriate for the uniqueness of how that term is used. This agenda item is intended for City Council to hold their public hearing.

Item History:

N/A

Recommended Action:

Public Hearing Only to receive public comment on the proposed **AB21-041 – PUBLIC HEARING** – Ordinance – Title 18 – Transitional Housing Code Amendments

Fiscal Note/Consideration:

N/A

FINAL BILL REPORT

E2SHB 1220

PARTIAL VETO

C 254 L 21

Synopsis as Enacted

Brief Description: Supporting emergency shelters and housing through local planning and development regulations.

Sponsors: House Committee on Appropriations (originally sponsored by Representatives Peterson, Macri, Bateman, Ryu, Lekanoff, Fitzgibbon, Kloba, Davis, Lovick, Santos, Ortiz-Self, Simmons, Berg, Hackney, Chopp, Tharinger and Frame).

House Committee on Local Government

House Committee on Appropriations

Senate Committee on Housing & Local Government

Senate Committee on Ways & Means

Background:

Growth Management Act.

The Growth Management Act (GMA) is the state's comprehensive land use planning framework for counties and cities. The GMA establishes land use designation and environmental protection requirements for all Washington counties and cities, and a significantly wider array of planning duties for counties and the cities within that are obligated by population-based criteria or choice to satisfy all planning requirements of the GMA.

Counties that fully plan under the GMA are required to designate urban growth areas (UGAs) within their boundaries sufficient to accommodate a planned 20-year population projection range provided by the Office of Financial Management. Each city located within a planning county must be included within a UGA. Urban growth must be encouraged within the UGAs, and only growth that is not urban in nature can occur outside of the UGAs. Each UGA must permit urban densities and include greenbelt and open space areas.

Comprehensive Plans.

This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not part of the legislation nor does it constitute a statement of legislative intent.

Jurisdictions that fully plan under the GMA must adopt internally consistent comprehensive land use plans that are generalized, coordinated land use policy statements of the governing body. Comprehensive plans must include specific planning elements, each of which is a subset of a comprehensive plan, and must be implemented through locally adopted development regulations that conform to the plan.

The GMA also establishes 14 goals in a non-prioritized list to guide the development of comprehensive plans and development regulations of counties and cities that plan under the GMA. Examples include urban growth, housing, and economic development goals.

Mandatory Housing Element.

Comprehensive plans must include a housing element that ensures the vitality and character of established residential neighborhoods. The housing element must include the following:

- an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth;
- a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including single family residences;
- identification of sufficient land for housing that includes government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, and group homes and foster care facilities; and
- adequate provisions for existing and projected needs of all economic segments of the community.

Adopted Moratoria and Interim Official Controls.

Growth Management Act jurisdictions that adopt a moratorium or interim zoning map, ordinance, or other official control without holding a public hearing on the proposed moratorium or interim official control must hold a public hearing on the proposed moratorium or interim official control with 60 days of adoption, regardless of any received recommendations from the planning commission or the Department of Commerce (Commerce). Any moratorium or interim official control adopted is effective for no more than six months, or up to one year if a certain work plan is developed, but may be renewed for one or more six-month periods if a public hearing is held and findings of fact are made before renewal. Designations for critical areas, agricultural lands, forestlands, and mineral resource lands before such actions are taken in a comprehensive plan with development regulations adopted are exempt from such requirements if a public hearing is held on such proposed actions.

Local Planning for Accessory Dwelling Units.

Certain units of local government, including counties planning under the GMA, counties with a population over 125,000, and cities with a population over 20,000, are required to adopt ordinances encouraging the development of accessory dwelling units (ADUs) in single-family zones. The ordinances must incorporate in their development regulations, zoning regulations, or official controls model ordinance recommendations prepared by

Commerce. The recommendations include standards and criteria regarding size, parking, design, and quantity of ADUs.

By July 1, 2021, any city within a county planning under the GMA that has not adopted or substantively amended its ADU regulations within the previous four years must adopt or amend ordinances, regulations, or other official controls that do not require the provision of off-street parking for ADUs within 0.25 mile of a major transit stop, with exceptions.

Summary:

The housing goal guiding the development of comprehensive plans and development regulations for GMA jurisdictions is updated to provide that jurisdictions plan for and accommodate, rather than encourage the availability of, affordable housing.

Commerce is required to provide the inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth as required in the housing element of the comprehensive plan, including units for moderate, low, very low, and extremely low-income households as well as emergency housing, emergency shelters, and permanent supportive housing.

The housing element of the comprehensive plan is updated to require jurisdictions to do the following:

- include, within the UGA boundary, moderate density housing options in addition to single-family residences in the housing element statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing;
- identify sufficient land and zoning capacities for housing including moderate, low, very low, and extremely low-income households; emergency housing, emergency shelters, and permanent supportive housing; and within the UGA boundary, consideration of duplexes, triplexes, and townhomes;
- when making adequate provisions for existing and projected needs of all economic segments of the community:
 - incorporate special consideration for low, very low, extremely low, and moderate-income households;
 - document programs and actions needed to achieve housing availability, including gaps in local funding, barriers such as development regulations, and other limitations;
 - consider housing locations in relation to employment location; and
 - consider the role of accessory dwelling units in meeting housing needs;
- identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing;
- identify and implement policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing;
- identify areas at higher risk of displacement from market forces that occur with

- changes to zoning development regulations and capital investments; and
- establish anti-displacement policies, with consideration given to the preservation of historical and cultural communities as well as investments in low, very low, extremely low, and moderate-income housing; equitable development initiatives; inclusionary zoning; community planning requirements; tenant protections; land disposition policies; and consideration of land that may be used for affordable housing.

Cities may not prohibit transitional housing or permanent supportive housing in any zones where residential dwelling units or hotels are allowed. Beginning September 30, 2021, cities may not prohibit indoor emergency shelters and indoor emergency housing in any zones where hotels are allowed, except for cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a 1-mile proximity to transit. Reasonable occupancy, spacing, and intensity of use requirements may be imposed by ordinance on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters for public health and safety purposes, but such requirements on occupancy, spacing, and intensity of use may not prevent the siting of a sufficient number of permanent supportive housing, transitional housing, or indoor emergency housing or shelters necessary to accommodate the need for such housing and shelter as provided by Commerce under comprehensive plan housing element requirements.

Any city ordinances or development regulations prohibiting building permit applications for or the construction of transitional housing or permanent supportive housing in any zones where residential dwelling units or hotels are allowed, or prohibiting such applications for or the construction of indoor emergency shelters and housing in any zones where hotels are allowed, are exempt from public hearing and other requirements applicable to adopted moratoria or interim zoning controls under the GMA.

Cities and counties must consider policies encouraging the construction of ADUs as a way to meet affordable housing goals. Policies may include:

- prohibiting owner-occupancy requirements;
- requiring the owner not to use the ADU for short-term rentals;
- prohibiting counting of ADU residents toward the number of unrelated residents on the lot;
- prohibiting minimum gross floor area requirements exceeding building codes;
- prohibiting maximum gross floor area requirements of certain dimensions;
- requiring the same ADU allowances regarding roof decks, balconies, and porches as for the principal unit;
- requiring certain abutting lot setbacks;
- requiring an amnesty program for owners with unpermitted ADUs to obtain permits;
- authorizing detached ADUs, ADUs on lots meeting minimum lot size, and ADUs on lots with nonconforming principal units, if the ADU would not increase the nonconformity;

- authorizing ADUs to be converted from existing structures even if in violation of current setback or lot coverage requirements;
- prohibiting public street improvements as a requisite to permitting ADUs; and
- authorizing new or separate utility connection requirements between the ADU and utility when necessary to be consistent with certain requirements, plans, or policies.

Votes on Final Passage:

House	57	39	
Senate	25	24	(Senate amended)
House	57	40	(House concurred)

Effective: July 25, 2021

Partial Veto Summary: The Governor vetoed the section that directs cities and counties to consider policies encouraging the construction of accessory dwelling units as a way to meet affordable housing goals and which provides examples of such policies.

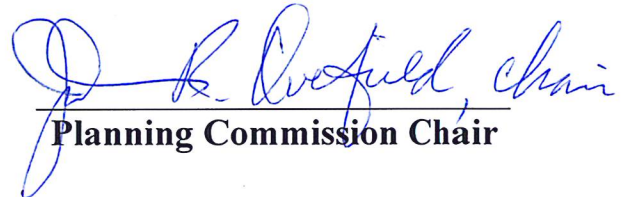


**CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION**

The Planning Commission voted 7-0 to recommend APPROVAL of the proposed code amendments to the Edgewood Municipal Code (EMC) pertaining to WA State House Bill 1220 related to transitional and emergency housing land uses, and to send their recommendation to the City Council for consideration.

It is the recommendation of the City of Edgewood Planning Commission to approve the drafted EMC amendment as presented in the staff report and attachment submitted by CED Director Darren Groth for the September 13, 2021 Planning Commission agenda, pending review by City staff to ensure that the definition for "Transitional housing" refers to the appropriate specificity of the Revised Code of Washington.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 13TH DAY OF SEPTEMBER 2021.**


Planning Commission Chair

Attest by:



Evan Hietpas
Associate Planner

Edgewood Municipal Code (EMC) – Proposed Modifications Post HB 1220

EMC CHAPTER 18.20 DEFINITIONS

18.20.080 E Definitions.

“Emergency housing” means those facilities as defined in RCW 36.70A.030.

“Emergency shelter” means those facilities as defined in RCW 36.70A.030.

[Two new definitions added with no other changes proposed—highlights not to be added to the code]

18.20.110 H Definitions.

“Household, Extremely Low-Income” means the same as defined in RCW 36.70A.030.

“Household, Low-Income” means the same as defined in RCW 36.70A.030.

“Household, Moderate-Income” means the same as defined in RCW 36.70A.030.

“Household, Very Low-Income” means the same as defined in RCW 36.70A.030.

“Housing, Affordable” means the same as defined in RCW 36.70A.030.

[Five new definitions added with no other changes proposed]

18.20.190 P Definitions.

“Permanent supportive housing” means the same as defined in RCW 36.70A.030.

[One new definition added with no other changes proposed]

18.20.230 T Definitions.

“Transitional housing” means the same as defined by RCW 84.36.043(2)(c). ~~a facility operated publicly or privately to provide housing for individuals or families who might otherwise be homeless and generally have no other immediate living options available to them. Transitional housing shall not exceed a two-year period per individual or family.~~

[One modified definition with no other changes proposed]

EMC CHAPTER 18.70 PERMITTED LAND USES

18.70.050 Land Use Table

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public
Residential												
✓ – Permitted Use CUP – Use may be approved via CUP - – Prohibited Use A – Approval Requires AUP	NAICS	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P
Other												
<u>Permanent Supportive Housing</u>		✓	✓	✓	✓	✓	✓	✓	✓	✓	—	—
<u>Transitional Housing</u>		✓	✓	✓	✓	✓	✓	✓	✓	✓	—	—
Health Care & Social Assistance (Sector 62)												
✓ – Permitted Use CUP – Use may be approved via CUP - – Prohibited Use A – Approval Requires AUP	NAICS	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P
<u>Emergency Housing</u>		—	—	—	—	—	CUP	✓	✓	CUP	✓	—
<u>Emergency Shelter</u>		—	—	—	—	—	CUP	✓	✓	CUP	✓	—

[Four new uses added with no other changes proposed]



CITY OF EDGEWOOD

REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, September 14, 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 Day, Councilmember Christopherson, Councilmember Wise, Councilmember Tomyn, Councilmember Lowry

Absent: Councilmember West

Staff Present: Assistant City Administrator Dave Gray, City Clerk/HR Director Rachel Pitzle, Public Works Director Jeremy Metzler, IT Director Matthew Ray, Chief Mark Berry

2 AUDIENCE COMMENT

Jason Ramirez spoke.

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 Council Meeting Minutes of August 24, 2021
- B. Study Session Meeting Minutes of September 7, 2021
- C. **AB21-040** – a motion approving September 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 \$184,069.61; and Vendor Check Numbers 25093 through 25112 with EFT and Direct Pay Payments in the amount of \$334,968.19. Total distributions submitted for review and authorization in the amount of \$519,037.80
- D. **AB21-0593** – a motion approving Resolution 21-0593, authorizing the Mayor to declare miscellaneous obsolete automobiles and equipment as surplus
Motion: As read, **Action:** Approve, **Moved by** Councilmember Day, **Seconded by** Councilmember Tomyn, **Motion Passed 6-0**

5 COUNCIL BUSINESS

- A. **AB21-0560** – a motion approving Resolution 21-0560, authorizing the Mayor to execute an Interlocal Agreement with the Washington State Department of Transportation related to the Puget Sound Gateway Program and Property Conveyance for the SR 167 Completion Project
Public Works Director Jeremy Metzler discussed this agenda item briefly.
Motion: As read, **Action:** Approve, **Moved by** Councilmember Wise, **Seconded by** Councilmember Lowry, **Motion Passed 6-0**

- B. AB21-0611**– a motion adopting Ordinance 21-0611, amending section 18.90.090 of the Edgewood Municipal Code related to Streetscape Development Requirements
Community and Economic Development Director Darren Groth discussed this agenda item.
Motion: Deleting "that front on arterial streets from from the EMC 18.90.090 H(1)
Action: Approve, **Moved by** Councilmember Tomin, **Seconded by** Councilmember Wise, **Motion Passed 6-0**
- C. AB21-0594** – a motion approving Resolution 21-0594, authorizing the Mayor to execute a Personal Services Agreement with Retail Strategies LLC to enhance the success of the City's Economic Development Strategic Plan
Assistant City Administrator Dave Gray brought this agenda item forward, and Matthew Tate with Retail Strategies answered Council questions.
Motion: As read, **Action:** Approve, **Moved by** Councilmember Christopherson, **Seconded by** Councilmember Wise, **Motion Passed 6-0**
- D. AB21-0595** – a motion approving Resolution 21-0595 modifying the existing 2021 labor model to reflect the elimination of the Field Supervisor position and adding a Maintenance Worker I position
City Clerk/HR Director Rachel Pitzel discussed the purpose of this agenda item again with Council.
Motion: As read, **Action:** Approve, **Moved by** Councilmember Wise, **Seconded by** Councilmember Day, **Motion Passed 6-0**

6 COUNCIL COMMENTS

Councilmember Christopherson spoke.
Councilmember Wise spoke.
Councilmember Tomin spoke.

7 ADJOURN

Mayor Eidinger adjourned the meeting at 7:58pm.

Jill S. Herrera
Communications Coordinator / Deputy City Clerk

Daryl Eidinger
Mayor



CITY OF EDGEWOOD

STUDY SESSION MEETING AGENDA SUMMARY

Tuesday, September 21, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

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

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

Excused: Mayor Eidinger, Councilmember Wise

Staff Present: Assistant City Administrator Dave Gray, City Clerk/HR Director Rachel Pitzel, Community & Economic Development Director Darren Groth, Jeremy Metzler Public Works Director, Matthew Ray, IT/Facilities Director, Police Chief Mark Berry.

2 COUNCIL BUSINESS

- A.** Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)
Councilmembers Tomin and West discussed this reoccurring agenda item.
- B.** Discussion – Emergency AM/FM Radio Transmitter
Deputy Mayor Creley brought this item forward for discussion.
- C.** Discussion – Development Review
Building Official James Tumelson brought this reoccurring agenda item forward for review.
- D.** Discussion – Ordinance – Title 18 – Transitional Housing Code Amendments
Community and Economic Development Director Darren Groth revisited this agenda item explaining the Planning Commission's proposed recommendations.
- E.** Discussion – Ordinance – No Parking Zone Updates
Public Works Director Jeremy Metzler discussed this item requesting it be brought forward for action at an upcoming Regular Council Meeting.
- F.** Discussion – PRAB Re-Appointments
Public Works Director Jeremy Metzler reviewed this agenda item briefly.
- G.** Discussion – Purchase Order – Tool Cat
Assistant City Administrator Dave Gray reviewed the need for this agenda item requesting Council place it on an upcoming Consent Agenda.
- H.** Discussion – Resolution – Council Rules of Procedure – Council Liaisons Roles and Responsibilities
City Clerk/HR Director discussed this agenda item in detail, finally deciding to bring it back for follow up.

3 OTHER COUNCIL ITEMS

Councilmember Christopherson spoke.

Councilmember Tomin spoke.

Councilmember Lowry spoke.

Deputy Mayor Creley spoke.

4 ADJOURN

Deputy Mayor Creley adjourned the meeting at 8:22pm.

Jill S. Herrera
Communications Coordinator / Deputy City Clerk

Daryl Eiding
Mayor



PARKS AND RECREATION ADVISORY BOARD MEETING SUMMARY

Wednesday August 5, 2021 – 6pm ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. **CALL TO ORDER**

Chair Levenhagen called the meeting to order at 6:00pm

2. **ROLL CALL**

Present: Brian Levenhagen, Anne Percival, Bill Hilton, Linda Howard, Amity Highley, Jeff Southard (joined at 6:17pm)

Excused: Mary Grace Eala

City Staff Present: Public Works Director (PWD) Jeremy Metzler, IT Director Matthew Ray

3. **APPROVAL OF MEETING SUMMARY**

Linda Howard **MOVED**, Anne Percival **SECONDED** to approve the July 1, 2021 Meeting Summary.
APPROVED (5-0)

4. **OLD BUSINESS**

- Nelson Nature Park – Plan Update
Anna Thurston spoke about the objectives of the future enhancements of the park.
- Edgewood Community Park Update
Public Works Director (PWD) Metzler briefed board members on the progress at the park site.
- Edgemont Park Playground
PWD Metzler shared the updated design options for the park remodel.
- Interurban Trail Planning
Members discussed future fundraising as a means to make this a possibility.

5. **NEW BUSINESS**

- Expiring Positions – Reappointments
Positions 1, 2 and 3 expire September 30, 2021. Bill Hilton Position 3 confirmed he would like to be reappointed. The other two members asked that the item be revisited at the September meeting.
- Edgewood Community Park – Dedication Ceremony
Members agreed to bring this item back for further discussion when a completion date is known.
- Park Brochure Update
Updated brochures were shared and will be sent out so board members to take a closer look at and share any feedback they may have.

- PROS Plan Update – Levels of Service
PWD Metzler briefed on the updated on-call consultant contracts. The city is working to solicit a scope of work to get the PROS plan updated to remain RCO Grant eligible by the March 2022 deadline.
- Pierce Conservative District – Membership
Revisited the topic of obtaining a membership, PWD Metzler asked Anne Percival to reach out and obtain some information to share at an upcoming meeting.
- Community Garden Signage
Ann Percival discussed the need for a sign to draw attention to the purpose and rules of the garden. She will reach out to members of the garden to ask what they'd like to see on the sign.
- Volunteer Opportunities
PWD Metzler introduced Boy Scout Eric Pearsall who is actively looking for options for his Eagle Scout project. Discussion then ensued between Eric and board members on the needs at the Nelson Nature Park.

6. **ADJOURN** – 7:50PM



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

Monday, August 2, 2021, 6 p.m. • Virtual Zoom Meeting
Meeting Link: (<https://zoom.us/j/92275379112>)

1. **CALL TO ORDER:** Butterfield called the meeting to order at 6:06 p.m.
 - A. **Members Present:** Kilmer; Wiesenfeld; Butterfield; A. Swanson; D. Swanson; Neil
 - B. **Commissioners Absent:** Clark
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Dave Gray, Assistant City Administrator
Emily Arteche, Planning Manager
Morgan Dorner, Senior Planner
Evan Hietpas, Associate Planner
 - D. **Others Present:** Councilmember Wise
Planning Commissioner Ramirez
2. **CHAIR AND VICE-CHAIR APPOINTMENTS:**
 - A. Kilmer moved to nominate Wiesenfeld as Chair. Neil seconded. Wiesenfeld accepted nomination.
 - B. Wiesenfeld moved to nominate Kilmer as Vice-Chair. A. Swanson seconded. Kilmer accepted nomination.
 - C. Board members voted 6-0 to nominate Wiesenfeld as Chair and Kilmer as Vice-Chair.
3. **CONSENT AGENDA:**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for May 3, 2021**
 - C. **Review of May Development Review Reports**
 - i. Wiesenfeld moved to approve, as presented.
 - ii. Butterfield seconded.
 - iii. The Board voted 6-0 to approve the Consent Agenda.
4. **CITIZEN COMMENT PERIOD:** None
5. **OLD BUSINESS**
 - A. Town Center
 - i. Hietpas and Groth opened the discussion.
 - ii. City staff and Boardmembers discussed the development of a Town Center Subarea Plan.
 - iii. City staff presented a SketchUp 3-D modeling conceptual design for Town Center for discussion.
 - B. Business Survey
 - i. City staff and Boardmembers determined that the Business Survey discussion could be incorporated into the broader efforts for the Town Center Subarea Plan.
 - C. Edgewood Marketplace
 - i. City staff and Boardmembers determined the Edgewood Marketplace discussion is no longer a priority for the foreseeable future. When the EDAB sets their 2022 Work Plan in the coming months, they will determine if they want to include this item moving forward.

6. **NEW BUSINESS:**

A. Retail Recruitment

- i. Groth and Gray opened the discussion on City staff's interest in pursuing an agreement with the company Retail Strategies. The agreement provides a partnership for economic development efforts.
- ii. Discussion ensued. Further discussion will occur at the October meeting.

B. 2021 Work Plan

- i. No discussion was held.

7. **STAFF COMMENTS:**

Groth mentioned the City's new Planning Commission handbook that was published on the City's website.

8. **BOARD MEMBER UPDATES:**

None

9. **ADJOURN:**

Chair Wiesenfeld adjourned the meeting at 7:22 p.m.



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, August 9, 2021 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

CALL TO ORDER: Chair Overfield called meeting to order at 6:02 PM

A. Commissioners Present: Guillory; Overfield; Wagner; Pincas; Ramirez

B. Commissioners Absent: Greene; Slate

C. Staff Member(s) Present: Darren Groth, CED Director
Emily Arteché, Planning Manager
Morgan Dorner, Senior Planner
Evan Hietpas, Associate Planner

D. Others Present: Councilmember Tomy

1. CONSENT AGENDA: Pincas moved to APPROVE as presented, Ramirez seconded.
Commission voted 5-0 to approve the Consent Agenda.

2. CITIZEN COMMENTS: None

3. PUBLIC HEARING:

A. Streetscapes Code Amendment

- i. Chair Overfield opened the public hearing at 6:04 PM.
- ii. Arteché introduced the proposed code amendment to EMC 18.90.090.H.(1).
- iii. No public comment received.
- iv. Chair Overfield closed the public hearing at 6:06 PM.

4. NEW BUSINESS:

A. Action Item

i. Streetscapes Code Amendment

- a. Chair Overfield requested a motion to recommend approval of the proposed code amendment.
- b. Ramirez motioned to approve the recommendation, as presented. Wagner seconded.
- c. Planning Commission voted 5-0 to recommend approval of the proposed code amendment, as presented.

5. OLD BUSINESS:

A. Discussion Items

i. WA State House Bill 1220

- a. Groth opened the discussion related to the proposed code amendments.
- b. Commissioners and City staff held a discussion.
- c. A public hearing will be held on Monday September 13th.

ii. Town Center

- a. Hietpas and Arteché opened the discussion.
- b. Commissioners and City staff held a discussion on Town Center related to the City's subarea planning process, specifically the boundaries of the subarea plan.
- c. Discussion will be held on Town Center on Monday September 13th.



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, August 9, 2021 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

iii. Sewer Connection Requirements

- a. Hietpas and Arteché provided an update on the City's general sewer plan update.
- b. No further discussion.

iv. Planning Commission Handbook

- a. City staff and Commissioners discussed the new handbook and talked about methods to promote the handbook to the general public.

v. 2021 Work Plan

- a. City staff and Commissioners discussed the 2021 Work Plan items.

6. STAFF COMMENTS:

- A. Hietpas provided an update on the Edgewood Experience high school program.

7. COMMISSIONER COMMENTS:

- A. Chair Overfield talked about a document that she found from a community workshop in 1998 that was held as the City of Edgewood worked on creating its first comprehensive plan.

8. ADJOURN:

Chair Overfield adjourned meeting at 7:21 PM.

City of Edgewood 2021

September 28th 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 9/15/2021	Deferred Compensation Program	9/15/2021	\$15,575.82
Direct Deposit Run -	Payroll Vendor	9/15/2021	\$87,006.37
DRS EFT 9/15/2021	Dept of Retirement Systems	9/15/2021	\$19,403.58
DSHS-DCS EFT	WA State Support Registry	9/15/2021	\$217.00
IRS 941 EFT 9/15/2021	IRS 941	9/15/2021	\$16,144.44
Total			\$138,347.21

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
25112 Last Number Issued Previous Authorization			
25113-25119	Printer Problems - void checks	9/28/2021	VOID
25120	PCRCD, LLC	9/28/2021	\$75.00
25121	Pierce County Budget & Finance PW	9/28/2021	\$279,190.50
25122	Puget Sound Regional Council	9/28/2021	\$4,403.00
25123	Raedeke Associates, Inc.	9/28/2021	\$333.00
25124	Reed Trucking & Excavating, Inc.	9/28/2021	\$30,654.41
25125	Duris, Bob	9/28/2021	\$12,500.00
25126	Robblee's Total Security, Inc.	9/28/2021	\$412.50
25127	Sterling Automotive Service	9/28/2021	\$549.72
25128	The Bag Lady	9/28/2021	\$607.97
25129	Whistle Workwear	9/28/2021	\$434.49
25130	Berger Partnership	9/28/2021	\$4,041.23
25131	City of Sumner	9/28/2021	\$4,526.25
25132	FCS Group	9/28/2021	\$3,391.25
25133	Gray & Osborne, Inc	9/28/2021	\$15,169.66
25134	Herrera Environmental Consultants, Inc.	9/28/2021	\$3,940.66
25135	Madrona Law Group, PLLC	9/28/2021	\$11,094.00
25136	Office Depot	9/28/2021	\$87.50
Direct Pay Payment	Amazon Capital Services	9/28/2021	\$3,272.52
Direct Pay Payment	Kyocera Document Solutions NW	9/28/2021	\$733.00
Direct Pay Payment	McClatchy Company LLC	9/28/2021	\$4,638.50
Direct Pay Payment	Retail Strategies, LLC	9/28/2021	\$45,000.00
EFT Payment 9/23/2021	Crystal Springs	9/28/2021	\$170.19
EFT Payment 9/23/2021	Grainger	9/28/2021	\$366.49
EFT Payment 9/23/2021	Mt. View-Edgewood Water Co.	9/28/2021	\$1,643.09
EFT Payment 9/23/2021	Pitney Bowes Global Financial Services	9/28/2021	\$188.54
EFT Payment 9/23/2021	Puget Sound Energy	9/28/2021	\$7,984.01
EFT Payment 9/23/2021	US Bank Corporate Payment System	9/28/2021	\$2,238.63
EFT Payment 9/23/2021	US Bank ACH/EFT	9/28/2021	\$264.07

Total Claims Voucher Distribution	\$437,910.18
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Total Distribution Submitted for Review & Authorization	\$576,257.39
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Authorization Adjustments:

Total Distribution Net of Prior Authorized Adjustments	\$576,257.39
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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 Eiding

Council Member



Voucher Directory

Fiscal: : 2021 - September

Council Date: : 2021 - September - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Amazon Capital Services					
	Direct Pay	Payment 9/23/2021 11:45:54 AM - 1	2021 - September - 2nd Council Meeting		
		131Y-WTMN-JWRC			
			August Statement		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$575.13
				HDMI Cables, Wireless Mouse, Monitor, Notary Journal, Ham Radio Books, Misc.	
				Office/Kitchen Supplies	
			001-018-000-518-20-31-08	Wellness Supplies	\$105.33
				Misc. Prizes for Wellness Challenge	
			001-018-000-518-20-35-02	Office Furniture	\$890.46
				Office Chairs, Standing Desk	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	\$1,224.26
				Warning Lights, Light Bar (Vehicle# 6 & 8), Warning Lights (Vehicle# 8)	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$67.10
				Flash Drives	
			001-076-000-576-80-35-01	Small Tools/Minor Equipment	\$491.65
				Forestry Range Finder	
			Total 131Y-WTMN-JWRC		\$3,353.93
			17X9-4F4M-4HG7		
			August Credit		
			001-018-000-518-20-31-01	Office & Operational Supplies	(\$51.72)
				Cubicle Wall Hooks	
			Total 17X9-4F4M-4HG7		(\$51.72)
			1YFY-7HLH-Y4MW		
			September Credit		
			001-018-000-518-20-31-01	Office & Operational Supplies	(\$29.69)
				Teams Busy Light (Returned)	
			Total 1YFY-7HLH-Y4MW		(\$29.69)
			Total Direct Pay	Payment 9/23/2021 11:45:54 AM - 1	\$3,272.52
Total Amazon Capital Services					\$3,272.52
Berger Partnership					
	25130		2021 - September - 2nd Council Meeting		
		33909			
			Prj. 20195029.00 36th & Meridian Ph 1		
			310-000-000-594-76-41-03	Professional Svs.-Property	\$4,041.23

Vendor	Number	Reference	Account Number	Description	Amount
				36th & Meridian Park	
		Total 33909			\$4,041.23
	Total 25130				\$4,041.23
Total Berger Partnership					\$4,041.23
City of Sumner					
	25131			2021 - September - 2nd Council Meeting	
		650			
			September Services		
			001-019-000-554-30-41-01	Animal Control Services	\$4,526.25
				Animal Control Svs. for September	
		Total 650			\$4,526.25
	Total 25131				\$4,526.25
Total City of Sumner					\$4,526.25
Crystal Springs					
		EFT Payment 9/23/2021 11:47:15 AM - 1		2021 - September - 2nd Council Meeting	
		15787820 090821			
			Water Delivery		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$170.19
				CH Water Delivery	
		Total 15787820 090821			\$170.19
		Total EFT Payment 9/23/2021 11:47:15 AM - 1			\$170.19
Total Crystal Springs					\$170.19
FCS Group					
	25132			2021 - September - 2nd Council Meeting	
		3338-22109018			
			September Svs- Prj 3338		
			001-019-000-518-90-41-01	Gen'l Gov't-Professional Services	\$3,391.25
				Development Cost of Service Study	
		Total 3338-22109018			\$3,391.25
	Total 25132				\$3,391.25
Total FCS Group					\$3,391.25
Grainger					
		EFT Payment 9/23/2021 11:47:15 AM - 2		2021 - September - 2nd Council Meeting	
		9041915126			
			September Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$127.12
				Wasp/Hornet Killer	
		Total 9041915126			\$127.12

Vendor	Number	Reference	Account Number	Description	Amount
		9042395443			
			September Purchases		
			101-000-000-542-30-31-01	Roadway-Operational Supplies	\$31.12
				Absorbant- Spill Response	
		Total 9042395443			\$31.12
		9042395450			
			September Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$64.15
				Restroom Sign	
		Total 9042395450			\$64.15
		9042395468			
			September Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$71.49
				Graffiti Paint Remover	
		Total 9042395468			\$71.49
		9042395476			
			September Purchases		
			101-000-000-542-30-31-01	Roadway-Operational Supplies	\$72.61
				Absorbant- Spill Response	
		Total 9042395476			\$72.61
		Total EFT Payment 9/23/2021 11:47:15 AM - 2			\$366.49
Total Grainger					\$366.49
Gray & Osborne, Inc					
25133					
			2021 - September - 2nd Council Meeting		
		24-G&O Prj. 19614.00			
			8/15-9/11/21 Svcs-General Sewer Plan Update		
			401-000-000-594-35-61-01	Cap Improvements-Sewer Plan Update	\$7,277.46
				General Sewer Plan Update	
		Total 24-G&O Prj. 19614.00			\$7,277.46
		33-G&O Prj. 18626.01			
			8/15-9/11/21 Svc-56th Ste E SW Improvements		
			410-000-000-531-38-41-01	Professional Service	\$4,718.31
				56th St E SW Improvements-Constr Mgmt	
		Total 33-G&O Prj. 18626.01			\$4,718.31
		8-G&O Prj. 18626.13			
			8/15-9/11/21 Svcs-24th & Meridian Sidewalk Gaps		
			340-000-000-595-69-63-01	Pedestrian & Traffic Safety Improvements	\$3,173.89
				24th & Meridian Sidewalk Gaps	
		Total 8-G&O Prj. 18626.13			\$3,173.89
		Total 25133			\$15,169.66
Total Gray & Osborne, Inc					\$15,169.66

Vendor	Number	Reference	Account Number	Description	Amount
Herrera Environmental Consultants, Inc.					
	25134		2021 - September - 2nd Council Meeting		
		49418			
			August Svcs-Prj 21-07553-000		
			410-000-000-531-38-41-01	Professional Service	\$3,940.66
				SW Management Action Plan	
		Total 49418			\$3,940.66
	Total 25134				\$3,940.66
Total Herrera Environmental Consultants, Inc.					\$3,940.66
Kyocera Document Solutions NW					
	Direct Pay Payment 9/23/2021 11:45:54 AM - 2		2021 - September - 2nd Council Meeting		
		55T1098467			
			6/19-9/18/21 Copy Charges		
			001-018-000-518-20-42-03	Copy Machine Charges	\$733.00
				Copy Overage Charges 6/19-9/18/21	
		Total 55T1098467			\$733.00
	Total Direct Pay Payment 9/23/2021 11:45:54 AM - 2				\$733.00
Total Kyocera Document Solutions NW					\$733.00
Madrona Law Group, PLLC					
	25135		2021 - September - 2nd Council Meeting		
		10922			
			August Services		
			001-019-000-515-41-41-01	Legal Services-External	\$10,134.00
				August Services	
		Total 10922			\$10,134.00
		10923			
			August Services		
			001-019-000-515-41-41-01	Legal Services-External	\$960.00
				August Services	
		Total 10923			\$960.00
	Total 25135				\$11,094.00
Total Madrona Law Group, PLLC					\$11,094.00
McClatchy Company LLC					
	Direct Pay Payment 9/23/2021 11:45:54 AM - 3		2021 - September - 2nd Council Meeting		
		57686-MC			
			August Services		
			001-019-000-511-30-41-02	Legal Publications	\$2,792.96
				August Services	
			001-058-000-558-60-41-08	Legal Notices/Publications	\$1,845.54

Vendor	Number	Reference	Account Number	Description	Amount
				August Services	
		Total 57686-MC			\$4,638.50
		Total Direct Pay Payment 9/23/2021 11:45:54 AM - 3			\$4,638.50
Total McClatchy Company LLC					\$4,638.50
Mt. View-Edgewood Water Co.					
		EFT Payment 9/23/2021 11:47:15 AM - 3		2021 - September - 2nd Council Meeting	
		100385-3401 7/11-9/10/21			
		7/11-9/10/21 Svc 10301 36th St E			
		001-018-000-518-30-47-02		Water	\$285.95
				36th & Meridian Park	
		Total 100385-3401 7/11-9/10/21			\$285.95
		15563-3401 7/11-9/10/21			
		7/11-9/10/21 Svc 1425 110th Ave E			
		001-018-000-518-30-47-02		Water	\$54.06
				1425 110th Ave E	
		Total 15563-3401 7/11-9/10/21			\$54.06
		2746-3401 7/11-9/10/21			
		7/11-9/10/21 Svc 2224 104th Ave E			
		001-018-000-518-30-47-02		Water	\$318.87
				City Hall	
		Total 2746-3401 7/11-9/10/21			\$318.87
		2823-3401 7/11-9/10/21			
		7/11-9/10/21 Svc 10311 22nd Ave E			
		001-018-000-518-30-47-02		Water	\$54.00
				10311 22nd Ave E	
		Total 2823-3401 7/11-9/10/21			\$54.00
		2961-3401 7/11-9/10/21			
		7/11-9/10/21 Svc 1800 Meridian			
		001-018-000-518-30-47-02		Water	\$522.34
				1800 Meridian Ave E	
		Total 2961-3401 7/11-9/10/21			\$522.34
		3796-3401 7/11-9/10/21			
		7/11-9/10/21 Svc 1200 Meridian			
		001-018-000-518-30-47-02		Water	\$407.87
				1200 Meridian Ave E	
		Total 3796-3401 7/11-9/10/21			\$407.87
		Total EFT Payment 9/23/2021 11:47:15 AM - 3			\$1,643.09
Total Mt. View-Edgewood Water Co.					\$1,643.09

Vendor	Number	Reference	Account Number	Description	Amount
Office Depot	25136			2021 - September - 2nd Council Meeting	
		192893235001			
			September Purchases		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$87.50
				Disposable Coffee Cups, Laminating Pouches, Paper Towels	
		Total 192893235001			\$87.50
	Total 25136				\$87.50
Total Office Depot					\$87.50
PCRCO, LLC	25120			2021 - September - 2nd Council Meeting	
		35129			
			Account# 395		
			101-000-000-542-30-48-03	Roadway-Maintenance/Cleaning	\$75.00
				Noxious Weed Disposal	
		Total 35129			\$75.00
	Total 25120				\$75.00
Total PCRCO, LLC					\$75.00
Pierce County Budget & Finance PW	25121			2021 - September - 2nd Council Meeting	
		CI-306327			
			July Services		
			101-000-000-542-64-41-02	Traffic Control Devices-Traffic Operations (Contract)	\$833.71
				July Services	
		Total CI-306327			\$833.71
		CI-306757			
			August M&O Services		
			101-000-000-542-38-41-02	Roadway-Road Maint (Intergov contract)	\$247,896.45
			101-000-000-542-66-41-03	Snow & Ice Control-Prof Svcs	\$2,774.29
			101-000-000-542-70-41-04	Roadside-ROW Veg Maint (Intergov)	\$287.36
			101-000-000-542-90-43-01	Travel/Training Costs	\$108.50
			410-000-000-531-38-41-06	Storm Drainage-ROW Veg Maint	\$8,708.55
			410-000-000-531-38-41-07	Storm Drainage-Polution Control	\$162.96
			410-000-000-531-38-41-12	Storm Drainage-Drain Maint	\$2,218.30
			410-000-000-531-38-41-13	Storm Drainage-Structure Maint	\$16,091.88
			410-000-000-531-38-43-01	Training/Travel Costs	\$108.50
		Total CI-306757			\$278,356.79
	Total 25121				\$279,190.50
Total Pierce County Budget & Finance PW					\$279,190.50

Vendor	Number	Reference	Account Number	Description	Amount
Pitney Bowes Global Financial Services					
		EFT Payment 9/23/2021 11:47:15 AM - 4		2021 - September - 2nd Council Meeting	
		3314122960			
			6/30-9/29/21 Postage Meter Lease		
			001-018-000-518-20-45-03	Postage Meter Lease	\$188.54
				Postage Meter Lease	
		Total 3314122960			\$188.54
		Total EFT Payment 9/23/2021 11:47:15 AM - 4			\$188.54
		Total Pitney Bowes Global Financial Services			\$188.54
Puget Sound Energy					
		EFT Payment 9/23/2021 11:47:15 AM - 5		2021 - September - 2nd Council Meeting	
		300000011233 August 2021			
			August Statement		
			001-018-000-518-30-47-01	Electricity	\$6,754.54
				August Statement	
		Total 300000011233 August 2021			\$6,754.54
		400003167832			
			Job Order# 104338710- 36th St E		
			310-000-000-594-76-41-03	Professional Svs.-Property	\$1,229.47
				Connection Charges & Permit Fees	
		Total 400003167832			\$1,229.47
		Total EFT Payment 9/23/2021 11:47:15 AM - 5			\$7,984.01
		Total Puget Sound Energy			\$7,984.01
Puget Sound Regional Council					
	25122			2021 - September - 2nd Council Meeting	
		2022028			
			2022 Membership Dues		
			001-018-000-518-90-49-52	Puget Sound Regional Council	\$4,403.00
				2022 Membership Dues	
		Total 2022028			\$4,403.00
	Total 25122				\$4,403.00
	Total Puget Sound Regional Council				\$4,403.00
Raedeke Associates, Inc.					
	25123			2021 - September - 2nd Council Meeting	
		59450			
			Prj 2018-097 August Services		
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	\$296.00
				119-3 Satwant Northwood Mitigation Assistance- 3rd Review	
			001-058-000-558-60-41-01	Reim.Engineering - Prof. Serv	\$37.00

Vendor	Number	Reference	Account Number	Description	Amount
				120-2 Prologis Park Wetland Review- 2nd Review	
		Total 59450			\$333.00
	Total 25123				\$333.00
Total Raedeke Associates, Inc.					\$333.00
Reed Trucking & Excavating, Inc.					
	25124			2021 - September - 2nd Council Meeting	
		PE #6-091621			
			August Svcs-24th & Meridian Sidewalks		
			350-000-000-582-20-00-02	Contractor Retainage	(\$1,613.39)
				24th & Meridian Sidewalks	
			350-000-000-595-61-63-01	Pedestrian Projects	\$32,267.80
				24th & Meridian Sidewalks	
		Total PE #6-091621			\$30,654.41
	Total 25124				\$30,654.41
Total Reed Trucking & Excavating, Inc.					\$30,654.41
Refunds/Reimbursements Vendor					
	25125			2021 - September - 2nd Council Meeting	
		091021-BD		Bob Duris	
			Wapato Creek Project		
			410-000-000-531-38-41-01	Professional Service	\$12,500.00
				DD21 Ditch Maintenance- Wapato Creek	
		Total 091021-BD			\$12,500.00
	Total 25125				\$12,500.00
Total Refunds/Reimbursements Vendor					\$12,500.00
Retail Strategies, LLC					
	Direct Pay Payment 9/23/2021 11:45:54 AM - 4			2021 - September - 2nd Council Meeting	
	509-1				
			Year 1 Consulting Fees		
			001-058-000-558-70-41-02	Professional Services - Marketing Plan	\$45,000.00
				Professional Retail Consulting	
		Total 509-1			\$45,000.00
	Total Direct Pay Payment 9/23/2021 11:45:54 AM - 4				\$45,000.00
Total Retail Strategies, LLC					\$45,000.00

Vendor	Number	Reference	Account Number	Description	Amount
Robblee's Total Security, Inc.					
	25126		2021 - September - 2nd Council Meeting		
		37173			
			Buzzer Install		
			501-000-000-594-18-65-02	Security, Communication Upgrades	\$412.50
			Buzzer Install		
		Total 37173			\$412.50
	Total 25126				\$412.50
Total Robblee's Total Security, Inc.					\$412.50
Sterling Automotive Service					
	25127		2021 - September - 2nd Council Meeting		
		0032203			
			September Services		
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$80.55
			Oil Change- 2012 Ford F250 (Vehicle #7)		
		Total 0032203			\$80.55
		0032240			
			September Services		
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$469.17
			Rplace Spark Plugs- 2018 Ford Escape (Vehicle #13)		
		Total 0032240			\$469.17
	Total 25127				\$549.72
Total Sterling Automotive Service					\$549.72
The Bag Lady					
	25128		2021 - September - 2nd Council Meeting		
		33563			
			September Purchases		
			410-000-000-531-38-31-01	Operational Supplies	\$607.97
			Straw Wattle		
		Total 33563			\$607.97
	Total 25128				\$607.97
Total The Bag Lady					\$607.97
US Bank ACH/EFT					
	EFT Payment 9/23/2021 11:49:40 AM - 1		2021 - September - 2nd Council Meeting		
		090721-USBank			
			August Safekeeping Fees		
			001-019-000-514-20-42-05	Bank & Bond Fees	\$26.00
			August Safekeeping Fees		
		Total 090721-USBank			\$26.00
		091521-USBank			
			August Analysis Fees		
			001-019-000-514-20-42-05	Bank & Bond Fees	\$238.07

Vendor	Number	Reference	Account Number	Description	Amount
				August Customer Analysis Fees	
			Total 091521-USBank		\$238.07
			Total EFT Payment 9/23/2021 11:49:40 AM - 1		\$264.07
			Total US Bank ACH/EFT		\$264.07
US Bank Corporate Payment System					
		EFT Payment 9/23/2021 11:47:15 AM - 6		2021 - September - 2nd Council Meeting	
		082521-USBank			
			August Statement		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$33.72
				M.Sullivan-Notarystamp.com-Notary Stamp	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$32.42
				D.Eidinger-Ebay-Personal Exp Error (reimbursed on receipt# 9605)	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$4.40
				B.Murray-Dollar Tree0Kitchen Supplies	
			001-018-000-518-20-31-08	Wellness Supplies	\$30.21
				J.Bartelson-Fred Meyer-Water for Wellness Challenge	
			001-018-000-518-20-31-54	Clothing/Uniforms/PPE	\$92.38
			001-018-000-518-20-41-01	Professional Service	\$50.00
				R.Pitzel-AWC JobNet-Job Posting (Maintenance Worker)	
			001-018-000-518-20-43-04	Employee Meals	\$50.48
				J.Bartelson-Subway-Lunch for Edgewood Experience Students	
			001-018-000-518-20-43-04	Employee Meals	\$40.43
				J.Bartelson-Fred Meyer-Lunch for Edgewood Experience Students	
			001-018-000-518-20-49-01	Memberships	\$40.00
				J.S-Herrera-iStock Photo-Monthly Membership	
			001-018-000-518-30-32-01	Fuel	\$68.00
				D.Eidinger-Costco Gas-2004 Chevy Silverado (#5)	
			001-018-000-518-30-32-01	Fuel	\$32.00
				D.Eidinger-Tahoma Express-Fuel (MVCC Van)	
			001-018-000-518-30-32-02	Supplies/Parts - Vehicles & Equipment	\$260.23
				B.Whitman-Etrailer-Wiring for PW Trailer	
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$10.00
				C.McVay-Tahoma Market Carwash- 2018 Ford Escape (#13)	
			001-018-000-518-30-48-07	Maintenance & Repairs-Vehicles	\$10.00
				D.Eidinger-Tahoma Express-Carwash (MVCC Van)	
			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	\$76.41
				M.Ray-Amazon Web Services-Cloud Backup	
			001-018-000-518-85-49-03	Computer Subscriptions	\$69.00
				M.Ray-Netflare-Email Security Service	

Vendor	Number	Reference	Account Number	Description	Amount
			001-018-000-518-85-49-03	Computer Subscriptions	\$92.40
				M.Ray-Vimeo-Annual Subscription	
			001-018-000-518-85-49-03	Computer Subscriptions	\$17.95
			001-018-000-518-85-49-04	Subscriptions	\$5.00
				J.S-Herrera-Canva-Images for Brochure	
			001-018-000-518-85-49-04	Subscriptions	\$60.00
				J.S-Herrera-iStock Photo-Images for Magazine	
			001-058-000-558-50-43-01	Training/Travel Costs	\$219.00
				J.Tumelson-ICC-Exam (M.George)	
			001-058-000-558-50-49-01	Memberships	\$336.00
				J.Tumelson-IAEI-Membership Renewal	
			001-058-000-558-60-31-01	Office & Operational Supplies	\$165.65
				B.Murray-Vista Print-Door Hangers for Code Enforcement	
			001-058-000-558-60-43-01	Training/Travel Costs	\$275.00
				J.Fairbanks-WACE-Fall Conference	
			001-058-000-558-60-49-01	Memberships	\$95.00
				J.Fairbanks-ICC-Certificate Renewal	
			001-058-000-558-60-49-01	Memberships	\$55.00
				J.Fairbanks-WACE-Membership Dues	
			Total 082521-USBank		\$2,238.63
			Total EFT Payment 9/23/2021 11:47:15 AM - 6		\$2,238.63
Total US Bank Corporate Payment System					\$2,238.63
Whistle Workwear					
	25129		2021 - September - 2nd Council Meeting		
		111038			
			September Purchases		
			001-018-000-518-20-31-54	Clothing/Uniforms/PPE	\$434.49
				Misc. PPE/Work Clothes (H.Auelua)	
		Total 111038			\$434.49
	Total 25129				\$434.49
Total Whistle Workwear					\$434.49
Grand Total		Vendor Count	28		\$437,910.18



City Of Edgewood Council Agenda Summary Sheet

Subject: AB21-043 – Purchase Order – Tool Cat	Agenda Item #: 6.A
	For Agenda of: 9/28/2021
	Prepared by: Dave Gray
Attachments (list): 1. Amended Quote_09282021	
Approval of Materials: Dave Gray Rachel Pitzel 9/22/2021 Dave Gray 9/22/2021	Expenditure Required: \$65,769.74
	Amount Budgeted: \$100,000 (Public Works Equipment Capital Budget)
	Timeline: Study Session for initial discussion 09/21/2021 Regular Council Meeting for Potential Action 09/28/2021

Summary Statement:

The Public Works Director, Superintendent, Asst. City Administrator and Mayor have been in detailed discussions for several years crafting annual equipment and equipment replacement needs.

Two years ago, we completed an internal administrative and accounting control policy outlining how to purchase vehicles and service duty trucks (used and new). We have identified most of our larger equipment (mowers, sprayers, trailers, plows and lifts) and are in the final stages of completing a comprehensive 15 year roll forward replacement model. We have identified equipment we need, and depending upon guidance from the Council in the 2022 Strategic Planning Meeting, may need as we grow our "in-house" maintenance and improvement operation, and will be prepared to have an informed discussion in said meeting. We have identified the Tool Cat as the next highest needed piece of maintenance equipment in our list of "needs" given our 2021 maintenance contingent, have budgeted for it in the 2021 appropriation and would like to place the order. Here is a link to a video on what a "ToolCat" is:

<https://www.youtube.com/watch?v=IL4EYqsRqII>

Note: the ToolCat is a BobCat product and all our existing BobCat Skidsteer attachments will be interchangeable.

Item History:

Recommended Action:

MOTION to adopt AB21-043 – Purchase Order – Tool Cat as presented under the Consent Agenda.

Fiscal Note/Consideration:

Item is fully appropriated in the 2021 Budget.



City of Edgewood
Finance Department
2224 104th Avenue East
Edgewood, WA 98372-1513
(253)952-3299
finance@cityofedgewood.org



Bobcat

Product Quotation

Quotation Number: JRR-00721

Date: 2021-09-10 11:46:17

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF EDGEWOOD	Bobcat of Seattle, Auburn, WA	Clark Equipment Co dba Bobcat Company
EDGEWOOD, WA 98372	4517 Auburn Way N. Auburn WA 98002 Phone: 253-850-8140 Fax:	250 E Beaton Dr, West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
Bobcat UW56	M1225	1	\$50,212.63	\$50,212.63
Adjustable Vinyl Seats	Hydraulic Dump Box			
All-Wheel Steer	Instrumentation: Standard 5" Display with			
Automatically Activated Glow Plugs	Keyless Start, Engine Temperature and Fuel			
Auxiliary Hydraulics	Gauges, Hour meter, RPM and Warning			
• Variable Flow with dual direction detent	Indicators. Includes maintenance interval			
Beverage Holders	notification, fault display, job codes, quick start,			
Bob-Tach	and security lockouts.			
Boom Float	Joystick, Manually Controlled with Lift Arm Float			
Cargo Box Support	Lift Arm Support			
Cruise Control	Parking Brake, automatic			
Speed Management	Power Steering with Tilt Steering Wheel			
Enclosed Cab with HVAC	Radiator Screen			
Dual Port USB charger	Rear Receiver Hitch			
Lower Engine Guard	Seat Belts, Shoulder Harness			
Limited Slip Transaxle	Spark Arrestor Muffler			
Engine and Hydraulic Monitor with Shutdown	Suspension, 4-wheel independent			
Front LED Work Lights	Tires: 27 x 10.5-15 (8 ply), Lug Tread			
Full-time Four-Wheel Drive	Toolcat Interlock Control System (TICS)			
Horsepower Management	Two-Speed Transmission			
• Roll Over Protective Structure (ROPS) . Meets	Machine Warranty: 12 Months, unlimited hours			
Requirements of SAE-J1040 & ISO 3471	Bobcat Engine Warranty: Additional 12 Months			
• Falling Object Protective Structure (FOPS) . Meets	or total of 2000 hours after initial 12 month			
Requirements of SAE-J1043 & ISO3449, Level I	warranty			
Dome Light				
Deluxe Road Package	M1225-P01-C01	1	\$2,316.00	\$2,316.00
Deluxe Road Package includes: Backup Alarm, Turn				
Signals, Flashers, Tail Lights, Brake Lights, Rear				
view mirror, Side Mirrors, Horn, Rear work lights,				
and headlights				
High Flow Package	M1225-R03-C02	1	\$1,388.80	\$1,388.80
Attachment Control	M1225-R08-C02	1	\$236.00	\$236.00
Power Bob-Tach	M1225-R14-C03	1	\$879.20	\$879.20
Radio Option	M1225-R15-C02	1	\$426.40	\$426.40
Rearview Camera	M1225-R20-C01	1	\$288.00	\$288.00
62" Indust. Bucket Grapple	7168342	1	\$2,632.64	\$2,632.64
Total of Items Quoted				\$58,379.67 57,953.27
Freight Charges				\$1,411.00
Dealer Assembly Charges				\$0.00

Quote Total - US dollars

59,364.27
~~\$59,790.67~~

Notes:

**Prices per the Sourcewell Contract -040319-CEC*

**Terms Net 30 Days. Credit cards accepted.*

**FOB Destination within the 48 Contiguous States.*

**Delivery: 60 to 90 days from ARO.*

**State Sales Taxes apply. Must include a Tax Exempt Certificate with order placed.*

**TID# 38-0425350*

**Orders Must be Placed With: Clark Equipment dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.*

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____





City Of Edgewood Council Agenda Summary Sheet

Subject: AB21-0612 – a motion adopting Ordinance 21-0612, relating to parking of vehicles in the right-of-way; amending section 10.12.020 of the Edgewood Municipal Code	Agenda Item #: 6.B
	For Agenda of: 9/28/2021
	Prepared by: Jeremy Metzler
Attachments (list): 1. ORD - No Parking Zones (2021)	
Approval of Materials: Jeremy Metzler Rachel Pitzel 9/22/2021 Dave Gray 9/23/2021	Expenditure Required: TBD
	Amount Budgeted: N/A
	Timeline: 09/28/2021 RCM

Summary Statement:

As the City has experienced rapid growth in recent years, the number of parking-related complaints within the public right-of-way has increased. Council adopted Ordinance 19-0554 on August 13, 2019, enacting parking enforcement regulations similar to those found in other municipalities in the area. Ordinance 20-0587 was adopted on October 27, 2020, clarifying signage requirements and adding to the “No Parking – Tow-Away Zone” list.

Based on various complaints or other observations by staff and police, four additional “No Parking – Tow-Away Zone” locations are being proposed:

- 1) 36th Street East (north side only) from Meridian Ave E to 105th Ave Ct E (new park),
- 2) Jovita Boulevard East from 114th Ave E to West Valley Hwy (gravel pull-outs in the canyon),
- 3) 127th Ave E from Caldwell Rd E to 44th St Ct E (new school bus stop),
- 4) Caldwell Rd E from 127th Ave E to 129th Ave E (walkway route to school bus stop), and
- 5) Meridian Ave E from 24th St E to 36th St E (major arterial, several driveways).

Staff offers the attached draft ordinance for Council’s consideration, which would update the “No Parking – Tow-Away Zone” list accordingly.

Item History:

09/21/2021 SS

Recommended Action:

MOTION to adopt **AB21-0612** – a motion adopting Ordinance 21-0612, relating to parking of vehicles in the right-of-way; amending section 10.12.020 of the Edgewood Municipal Code

Fiscal Note/Consideration:

The cost to install a "No Parking" sign is approximately \$150. If Council wishes to proceed, Public Works will install any needed signs in the designated zones as time and resources allow, prioritizing in coordination with the Police Department.

ORDINANCE NO. 21-0612

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, RELATING TO PARKING OF VEHICLES IN THE RIGHT-OF-WAY; AMENDING SECTION 10.12.020 OF THE EDGEWOOD MUNICIPAL CODE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council adopted Ordinance 19-0554 on August 13, 2019, establishing Edgewood Municipal Code Chapter 10.12, "Parking"; and

WHEREAS, in order to provide appropriate notice to the public and enable enforcement of areas designated as a "NO PARKING – TOW-AWAY ZONE", the City Council adopted Ordinance 20-0587 on October 27, 2020 to ensure appropriate signage is installed; and

WHEREAS, the City continues to receive a number of parking-related complaints on public roadways not currently designated as a "NO PARKING – TOW-AWAY ZONE"; and

WHEREAS, the Council discussed this Ordinance during its September 21, 2021 study session; and

WHEREAS, the Council considered this Ordinance during its regular City Council meeting of September 28, 2021;

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

Section 1. EMC Subsection 10.12.020(M) Amended. Edgewood Municipal Code Subsection 10.12.020(M) is hereby amended to read as follows:

- M. No person shall park a vehicle in any areas designated with official "No Parking" signage or markings. In addition, the following areas shall be designated with appropriate signage and parking in these areas is subject to immediate impoundment:

NO PARKING – TOW-AWAY ZONE

Street	From	To
Westridge Parkway (31st Street East)	Freeman Road East	86th Avenue East
104th Avenue East	8th Street East	13th Street Court East
22nd Street East	Meridian Avenue East	104th Avenue East
104th Avenue East	22nd Street East	24th Street East

Street	From	To
24th Street East	94th Avenue East	Meridian Avenue East
24th Street East	108th Avenue East	110th Avenue East
110th Avenue East (west side)	24th Street East	2600 Block
110th Avenue East (east side)	21st Street Court East	24th Street East
<u>36th Street East (north side)</u>	<u>Meridian Avenue East</u>	<u>105th Avenue Court East</u>
36th Street East	11600 Block	116th Avenue Court East
Jovita Boulevard East	Meridian Avenue East	106th Avenue Court East
<u>Jovita Boulevard East</u>	<u>114th Avenue East</u>	<u>West Valley Highway East</u>
109th Avenue Court East	16th Street East	Cul-de-sac (1800 block)
8th Street East	120th Avenue East	122nd Avenue East
122nd Avenue East	8th Street East	12th Street East
<u>127th Avenue East</u>	<u>Caldwell Road East</u>	<u>44th Street Court East</u>
<u>Caldwell Road East</u>	<u>127th Avenue East</u>	<u>129th Avenue East</u>
<u>Meridian Avenue East</u>	<u>24th Street East</u>	<u>36th Street East</u>

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City. This Ordinance shall take effect and be in full force and effect five days after publication, as provided by law.

ADOPTED THIS 28TH DAY OF SEPTEMBER, 2021.

Daryl Eiding, Mayor

ATTEST:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:


for Ann Marie Soto, City Attorney

Published: 09/30/2021

Effective Date: 10/05/2021



City Of Edgewood Council Agenda Summary Sheet

Subject: AB21-044 , Confirming the Mayoral re-appointment of Brian Levenhagen to the Parks and Recreation Advisory Board Position No. 1, and Bill Hilton to Position No. 3, with terms ending September 30, 2023	Agenda Item #: 6.C
	For Agenda of: 9/28/2021
	Prepared by: Jeremy Metzler
Attachments (list): 1. PRAB Roster Current Public 2. PRAB Roster Proposed Public	
Approval of Materials: Jeremy Metzler Rachel Pitzel 9/22/2021 Dave Gray 9/22/2021	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 09/21/2021 SS Discussion 09/28/2021 RCM for Approval

Summary Statement:

In accordance with Section 2.31.020 of the Edgewood Municipal Code (EMC), appointment and reappointment to the Parks and Recreation Advisory Board (aka PRAB) shall follow the City Council Rules of Procedures, which typically require applications and interviews for each applicant. The Mayor shall appoint or reappoint and the Council shall confirm or deny the appointments proposed by the Mayor.

At this time, we have three members with terms ending this month, two of which have expressed interest in renewing their membership. The third member is stepping down, and that position will remain vacant at this time.

Item History:

09/21/2021 SS

Recommended Action:

MOTION confirming Mayoral re-appointment of Brian Levenhagen to the Parks and Recreation Advisory Board Position No. 1, and Bill Hilton to Position No. 3, with terms ending September 30, 2023.

Fiscal Note/Consideration:

N/A



CITY OF EDGEWOOD
PARKS AND RECREATION ADVISORY BOARD
CURRENT ROSTER

Revised July 2021

Brian Levenhagen, Chair

blevenhagen@cityofedgewood.org

Chair Term ends 9/30/2021

Position 1 – *Term ending September 30, 2021*

Mary Grace Eala

mgeala@cityofedgewood.org

Position 2 – *Term ending September 30, 2021*

Bill Hilton

bhilton@cityofedgewood.org

Position 3 – *Term ending September 30, 2021*

Amity Highley

ahighley@cityofedgewood.org

Position 4 – *Term ending September 30, 2022*

Jeff Southard

Vice Chair – Term ending September 30, 2021

jsouthard@cityofedgewood.org

Position 5 – *Term ending September 30, 2022*

Linda Howard

lhoward@cityofedgewood.org

Position 6 – *Term ending September 30, 2022*

Anne Percival

apercival@cityofedgewood.org

Position 7 – *Term ending September 30, 2022*



CITY OF EDGEWOOD
PARKS AND RECREATION ADVISORY BOARD
PROPOSED ROSTER

Revised September 2021

Brian Levenhagen, Chair

blevenhagen@cityofedgewood.org

Position 1 – *Term ending September 30, 2023*

VACANT

Position 2 – *Term ending September 30, 2023*

Bill Hilton

bhilton@cityofedgewood.org

Position 3 – *Term ending September 30, 2023*

Amity Highley

ahighley@cityofedgewood.org

Position 4 – *Term ending September 30, 2022*

Jeff Southard

jsouthard@cityofedgewood.org

Position 5 – *Term ending September 30, 2022*

Linda Howard

lhoward@cityofedgewood.org

Position 6 – *Term ending September 30, 2022*

Anne Percival

apercival@cityofedgewood.org

Position 7 – *Term ending September 30, 2022*

Chair and Vice Chair to be determined at October meeting, Term ending 9/30/2022