



**CITY OF EDGEWOOD
COUNCIL STUDY SESSION AGENDA**

Tuesday, October 19, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Roll Call, Pledge of Allegiance

2. COUNCIL BUSINESS

A. Discussion – Salary Commission Update

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

C. Discussion – Development Review (Code Enforcement)

D. Discussion – Ordinance – Capital Improvement Plan (CIP) Update

E. Discussion – Emergency AM/FM Radio Transmitter

F. Discussion – Ordinance – Impact Fees –Traffic

G. Discussion – Ordinance - Impact Fees – School

H. Discussion – Ordinance - Park Donations and Memorials

I. Discussion – Parks and Recreation Advisory Board – Meeting Date and Time

J. Discussion – Budget – Labor Model

3. OTHER COUNCIL ITEMS

4. ADJOURN

Study Sessions are meetings for Council to review upcoming and pertinent business of the City, no action is taken by the City Council. Study Sessions are open to the public, but public input is reserved for the regular Council meetings



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Salary Commission Update	Agenda Item #: 2.A
	For Agenda of: 10/19/2021
	Prepared by:
Attachments (list):	
Approval of Materials: Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinger 10/14/2021	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 09/15/2021 - Salary Commission Meeting 10/14/2021 - SS Discussion/Presentation

Summary Statement:

Commissioner Jason Neil is here to discuss the Salary Commission recommendations to Council.

Item History:**Recommended Action:**

Hold a discussion and provide staff direction to Discussion – Salary Commission Update

Fiscal Note/Consideration:



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)	Agenda Item #: 2.B
	For Agenda of: 10/19/2021
	Prepared by: Daryl Eidinge
Attachments (list):	
Approval of Materials: Daryl Eidinge Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinge 10/14/2021	Expenditure Required: Amount Budgeted: Timeline: Topic to be added to all future Study Sessions (see item history below)

Summary Statement:

City Council is committed to creating a stronger and more inclusive community and believe that equity, diversity and inclusion is essential for our present and our future.

Councilmember Tomyne will provide updates on upcoming presentations and community connections.

Item History:

Council has asked that this topic be a discussion item at all future study sessions for the foreseeable future.

Council has discussed Equity, Diversity and Inclusion trainings and planning at the following meetings:

09/01/2020 Study Session
 09/15/2020 Study Session
 09/29/2020 Study Session
 10/06/2020 Study Session
 10/20/2020 Study Session
 11/03/2020 Study Session
 11/24/2020 Study Session
 12/05/2020 Part I - National League of Cities - REAL Action: Advancing Racial Equity in Edgewood
 12/12/2020 Part II - National League of Cities - REAL Action: Advancing Racial Equity in Edgewood
 01/05/2021 Study Session
 01/19/2021 Study Session
 02/08/2021 Council Subcommittee Meeting
 02/16/2021 Study Session
 03/08/2021 Council Subcommittee Meeting
 03/16/2021 Study Session
 03/30/2021 Study Session
 04/06/2021 Study Session
 04/12/2021 Council Subcommittee Meeting
 04/20/2021 Study Session
 05/04/2021 Study Session

05/10/2021 Council Subcommittee Meeting
05/11/2021 Regular Council Meeting to discuss alternates to Subcommittee
05/18/2021 Study Session
06/01/2021 Study Session
06/08/2021 Council Subcommittee Meeting
06/15/2021 Study Session
06/29/2021 Study Session
07/06/2021 Study Session
07/13/2021 Council Subcommittee Meeting
07/20/2021 Study Session
08/03/2021 Study Session
08/10/2021 Council Subcommittee Meeting
08/17/2021 Study Session
08/31/2021 Study Session
09/14/2021 Council Subcommittee Meeting
09/21/2021 Study Session
10/05/2021 Study Session
10/12/2021 Council Subcommittee Meeting

Recommended Action:

N/A

Fiscal Note/Consideration:

N/A



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Development Review (Code Enforcement)	Agenda Item #: 2.C
	For Agenda of: 10/19/2021
	Prepared by: John Fairbanks
Attachments (list): 1. September 2021 Permit Inspection Tally 2. Plat Construction Report - September Summary 3. Monthly Projects - Council Summary - PDF_PDF Pending Projects with Chart 4. Attachment 4_ Code Enforcement Program Outline - 10-19-21	
Approval of Materials: John Fairbanks	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: RECURRING

Summary Statement:

The City's Community & Economic Development (CED) Department is entrusted by City Council, Edgewood citizens, and the State of Washington to provide growth management and development review, neighborhood preservation and revitalization, property inspection and maintenance, and other programs and business development services necessary to ensure the healthy, safety, and quality of life of Edgewood residents. To carry out these responsibilities, CED staff members perform numerous customer interactions, code interpretations, permitting functions, project permit reviews, on-site inspections, code enforcement, and multiple other functions.

To summarize the departmental functions, staff created several reports to provide monthly status updates regarding the flow of project permits and inspections. These reports are attached to this agenda bill each month. In addition, the CED Dashboard is available for viewing online at any time (<https://edgewood-wa.maps.arcgis.com/apps/opsdashboard/index.html#/6bbcef192696453796fd56c7cc928217>). On a rotating basis, one of the three division managers from the CED Department will present a quarterly update regarding their specific work group--in addition to the monthly reports. John Fairbanks, Code Compliance Manager, is presenting this month. As such, while the standard reports are still attached, a broad discussion on the code compliance program (Attachment 4) will be the emphasis of this month's quarterly update.

Item History:

Development Review occurs on the 2nd Study Session of each month

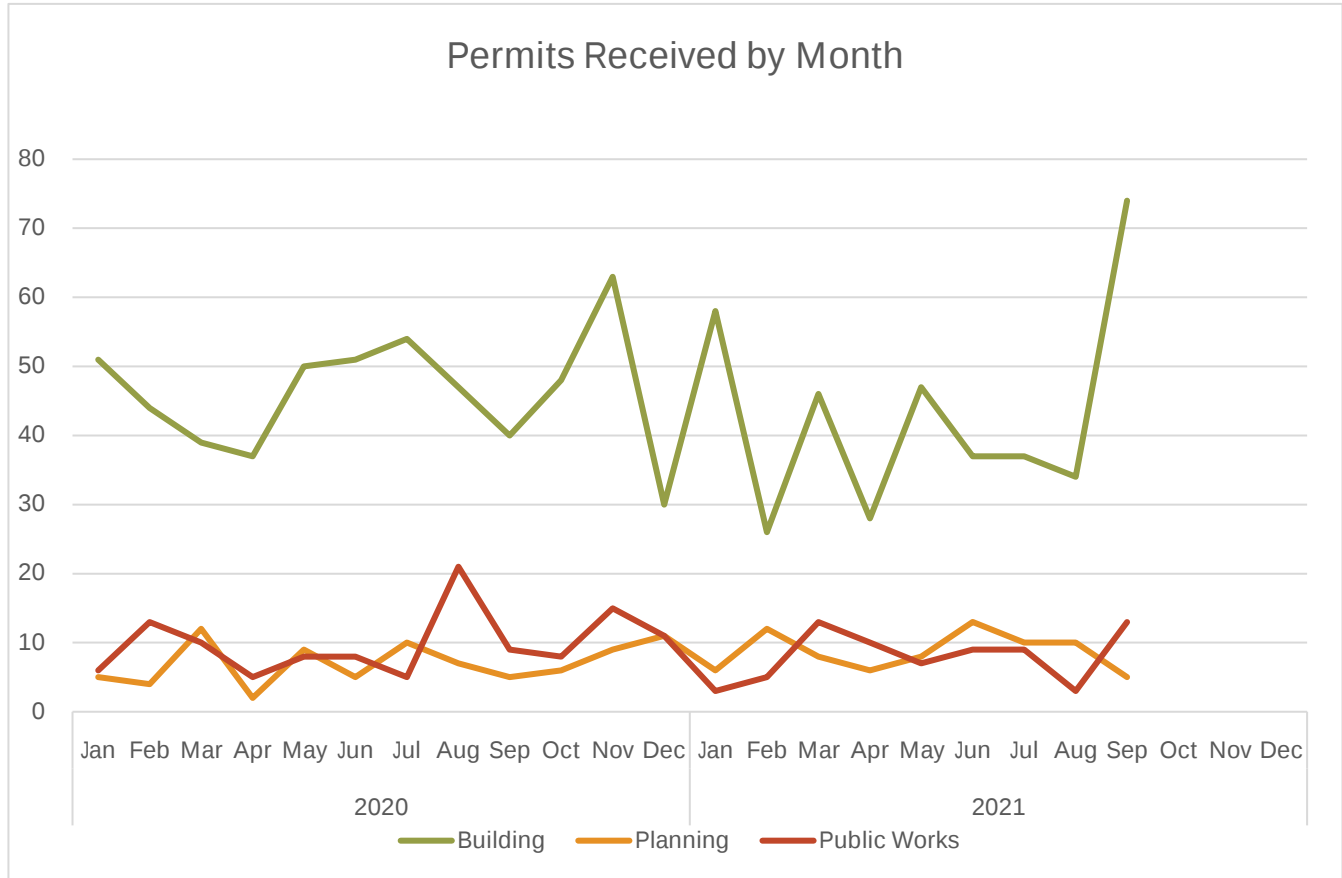
Recommended Action:

Hold a discussion and provide staff direction to Discussion – Development Review (Code Enforcement)

Fiscal Note/Consideration:
N/A

Sep 2021

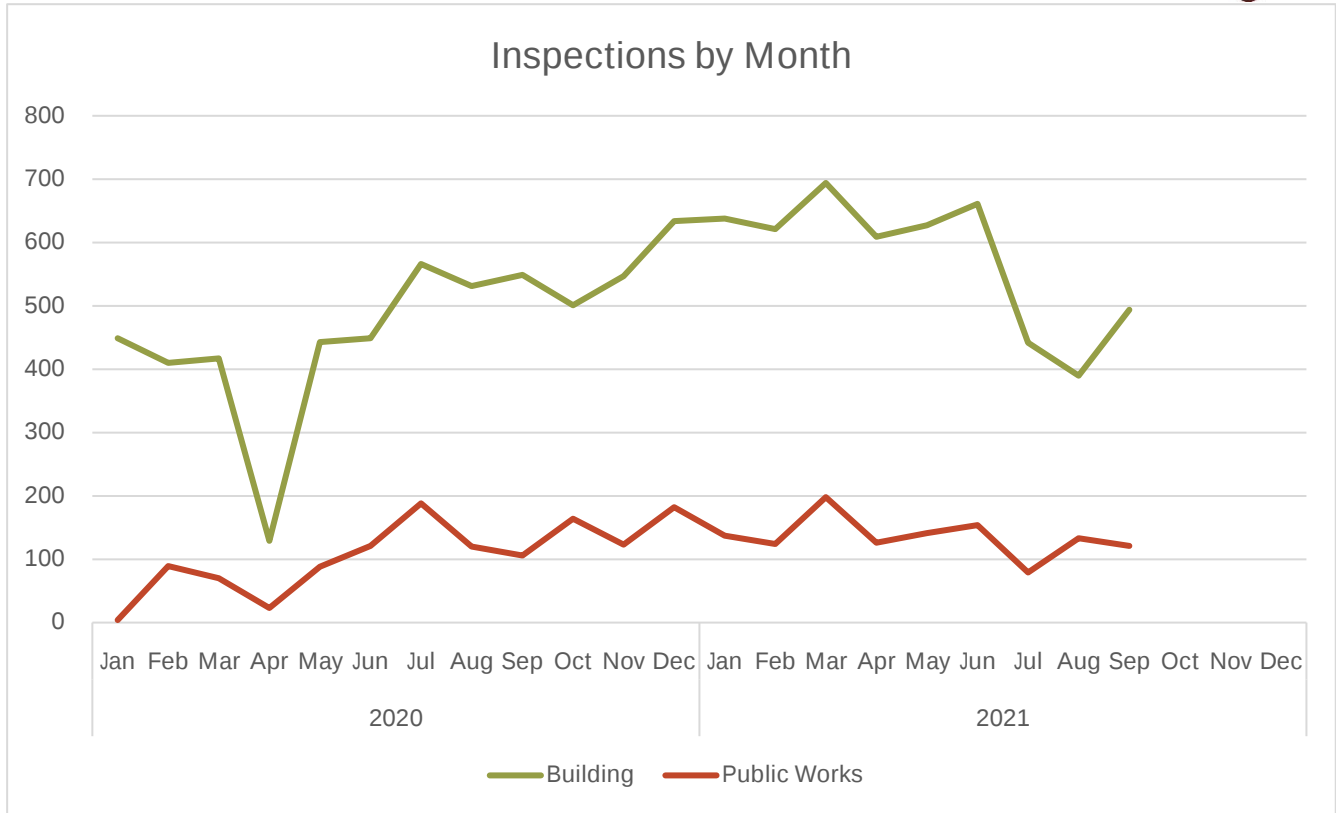
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Sep 2021	74	36	5	4	13	8
Sep 2020	40	47	5	7	9	10
Average 2021	43	37	9	3	8	7
Average 2020	46	33	7	3	9	8
YTD 2021	387	333	78	25	72	63
YTD 2020	413	293	59	30	85	71
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2021	Sep	74	Jun	13	Mar	13
Highest Month 2020	Nov	63	Mar	12	Aug	21

Sep 2021

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Sep 2021	494		121	
Sep 2020	549		106	
Average 2021	575		135	
Average 2020	469		107	
YTD 2021	5176		1213	
YTD 2020	3943		809	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2021	Mar	694	Mar	198
Highest Month 2020	Dec	634	Jul	188

Plat Construction Tracking Report- September 2021

Preliminary Plat					Site Development	Final Plat		Buildout	
Submitted	Project	Address	Total Lots	Status	Status	Status	Lots Recorded	Completed Homes #	Completion Date
2021	BREYER SHORT PLAT	2114 95TH AVCT E	5	APPROVED					
2020	HUNTINGTON SHORT PLAT	9605 18TH STCT E	3	APPROVED	APPLICATION	APPLICATION			
	CONNOLY SHORT PLAT	1711 122ND AV E	3	APPLICATION					
	TEBALDI SHORT PLAT	4625 126TH AV E	2	APPROVED	N/A				
	PADEN SHORT PLAT	1302 114TH ST E	2	APPROVED					
	HARRISON SHORT PLAT	12121 42ND ST E	2	APPROVED	FINALED	APPROVED			
	PHILLIPS RIDGE SUBDIVISION	XXX 86TH AVCT E	14	APPROVED	ISSUED	APPLICATION			
	DODDS SHORT PLAT	4902 EDGEWOOD DR E	2	APPROVED	N/A	APPROVED			
	SMITH SHORT PLAT	2506 117TH AV E	2	APPROVED					
2019	BJERK SHORT PLAT	9815 31ST ST E	2	APPROVED	N/A	APPROVED	2	1	50%
	ESTATES ON CALDWELL SUBDIVISION	XXX CALDWELL RD E	6	APPROVED	FINALED	APPROVED			
	JENNA ACRES SHORT PLAT	1419 114TH AV E	4	APPROVED	APPLICATION				
	SELLERS SHORT PLAT	11215 13TH ST E	2	APPROVED					
	WAGNER SHORT PLAT	11226 18TH ST E	3	APPROVED	APPLICATION				
	RAMSAUR SHORT PLAT	9505 24TH ST E	4	APPROVED	N/A	APPROVED	4	1	25%
	BECKER SHORT PLAT	4122 CALDWELL RD E	2	APPROVED	APPLICATION	APPROVED	2	1	50%
2018	BARTH SUBDIVISION	XXX 96TH AV E	37	APPROVED	ISSUED				
	T GARRETT SHORT PLAT	10412 36TH ST E	2	APPROVED	FINALED	APPROVED	2	1	50%
	GRUBB SHORT PLAT	12325 48TH ST E	3	APPROVED					
	HEART & SOUL SHORT PLAT	9725 18TH STCT E	4	APPROVED	FINALED	APPROVED	4	1	25%
	MICKELSON SUBDIVISION	2804 90TH AV E	10	APPROVED	APPLICATION				
	CHUMAKIN SHORT PLAT	2005 112TH AV E	4	APPROVED	FINALED	APPROVED	4	1	25%
	BEREZNYOV SHORT PLAT	8904 20TH ST E	4	APPROVED	APPLICATION				
	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	ISSUED	APPROVED			
2017	CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION	12311 31ST ST E	18	APPROVED	FINALED	APPROVED	18	5	27%
	WOLF POINT SUBDIVISION	XXX MERIDIAN AV E	56	APPROVED	ISSUED				
	GAGNON SHORT PLAT	2620 110TH AV E	2	APPROVED	FINALED	APPROVED	2	1	50%
2016	VOLENTE SUBDIVISION	8626 33RD ST E	15	APPROVED	ISSUED	APPROVED	15	0	
	DOMUS TOWNHOMES PRD (THE WOODLANDS)	10525 11TH ST E	55	APPROVED	FINALED	APPROVED	55	17	31%
	EDGEWOOD VIEW ESTATES SUBDIVISION PHASE 2	8224 20TH ST E	67	APPROVED	FINALED	APPROVED	67	57	85%
	GERVAIS SHORT PLAT	1607 112TH AVE E	3	APPROVED	ISSUED	APPLICATION			
	NORTHWOOD ESTATES WEST SUBDIVISION- PHASE 2	9623 24TH ST E	41	APPROVED	APPLICATION				
	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	FINALED	APPROVED	19	4	21%
	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED					
2015	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	FINALED	APPROVED	38	20	52%
	CALIBER SHORT PLAT	3312 106TH AVE E	6	APPROVED	FINALED	APPROVED	6	5	83%
	EDGEWOOD ESTATES SUBDIVISION	12220 12TH ST E	14	APPROVED	ISSUED	APPROVED			
	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	FINALED	APPROVED	44	43	98%
	MAPLE GROVE SUBDIVISION	2613 87TH AVE CT E	8	APPROVED	FINALED	APPROVED	8	8	100%
	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	FINALED	APPROVED	9	2	22%
2014	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	FINALED	APPROVED	6	3	50%
2013	WESTRIDGE SUBDIVISION	FREEMAN RD	290	APPROVED	FINALED	APPROVED	284	263	92%

Pending Projects - Planning and Engineering Permits

34 Permits

Exported: 10/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
21-1407	SMITH AND SONS GC BLA	2027 106TH AVE E	420102116	PLANNING	BLA	INCOMPLETE	09/04/2021	09/09/2021
CARC								
21-1363	Sandhu Rezone	8306 36TH ST E	420171012	PLANNING	CARC	REVIEW PENDING PAYMENT	08/04/2021	08/19/2021
CLEAR AND GRADE								
21-1298	PROLOGIS PARK PHASE I CLEAR AND GRADE	4120 90TH AVE E	420163702	ENGINEERING	CLEAR AND GRADE	WAITING ON REVISIONS	06/29/2021	09/29/2021
21-1372	Meridian Lot Vegetation Clearing	XXX 101ST AVE E	420095011	ENGINEERING	CLEAR AND GRADE	UNDER REVIEW	08/09/2021	09/24/2021
CODE UPDATES AND CHANGES								
21-1323	STREETSCAPES CODE AMENDMENT			PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	07/12/2021	09/16/2021
21-1324	TRANSITIONAL AND SUPPORTIVE HOUSING CODE AMENDMENT			PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	07/12/2021	09/16/2021
21-1402	BRIDGE POINT REZONE APPLICATION	9317 44TH STREET CT E	420163075	PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	09/02/2021	09/30/2021
CONDITIONAL USE PERMIT (CUP)								
21-1275	VIEW POINTE RV CUP	10315 12TH STREET CT E	420037059	PLANNING	CONDITIONAL USE PERMIT (CUP)	UNDER REVIEW	06/15/2021	09/30/2021
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091134	PLANNING	DESIGN STAND REVIEW	WAITING ON REVISIONS	07/13/2020	09/20/2021
PRE APP								
21-1366	SANDHU REZONE PRE-APPLICATION MEETING	8306 36TH ST E	420171012	PLANNING	PRE APP	APPLICATION	08/05/2021	09/28/2021
21-1385	MERIDIAN AUTO DEALERSHIP	1009 MERIDIAN AVE E	420033140	PLANNING	PRE APP	INCOMPLETE	08/19/2021	09/30/2021
21-1398	AFICHUK PRE-APPLICATION MEETING	1625 112TH AVE E	9770000011	PLANNING	PRE APP	APPLICATION	08/31/2021	09/30/2021
SHORT PLAT - FINAL								
21-1290	HNW HUNTINGTON FINAL SHORT PLAT	9605 18TH STREET CT E	420091127	PLANNING	SHORT PLAT - FINAL	UNDER REVIEW	06/23/2021	09/24/2021
SHORT PLAT - PRELIMINARY								
20-1034	SMITH SHORT PLAT PRELIMINARY PLAT	2506 117TH AV E	420108013	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	01/23/2020	09/09/2021
20-1533	CONNOLLY SHORT PLAT PRELIMINARY SHORT PLAT	1711 122ND AV E	420112155	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	10/26/2020	09/16/2021
SITE DEVELOPMENT								
17-1527	NORTHWOOD ESTATES WEST PHASE II SITE DEVELOPMENT	9609 24TH ST E	420091136	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	12/05/2017	04/23/2021
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/16/2019	04/20/2021
20-1131	WAGNER SHORT PLAT SITE DEVELOPMENT	11226 18TH ST E	9770000069	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	03/18/2020	07/15/2021
20-1236	JENNA ACRES SHORT PLAT SITE DEVELOPMENT	1419 114TH AV E	420034061	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/20/2020	09/17/2021
20-1624	DHALIWAL TC LANDING SITE DEVELOPMENT	1914 MERIDIAN AV E	420091134	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	11/30/2020	09/24/2021
20-1657	MICKELSON SUBDIVISION SITE DEVELOPMENT	2804 90TH AV E	420093089	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	12/22/2020	03/12/2021

Pending Projects - Planning and Engineering Permits

34 Permits

Exported: 10/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
21-1017	THE LEARNING EXPERIENCE SITE DEVELOPMENT	527 MERIDIAN AV E	420036070	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	01/15/2021	04/21/2021
21-1430	Windmill Park Townhomes	3117 MERIDIAN AVE E	420103072	ENGINEERING	SITE DEVELOPMENT	APPLICATION	09/24/2021	09/24/2021
SITE PLAN DESIGN REVIEW								
21-1031	PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	4120 90TH AV E	420163702	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	01/22/2021	08/24/2021
21-1320	VIBE SALON SITE PLAN REVIEW	10124 18TH STREET CT E	3630000090	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	07/12/2021	09/01/2021
21-1348	TAPPS APARTMENTS SITE PLAN REVIEW	XXX 29TH ST E	3625000372	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	07/29/2021	08/31/2021
21-1369	Edgewood Heights PH II Site Plan Design Revision	1909 104TH AVE E	420106035	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	08/06/2021	09/23/2021
21-1403	BRIDGE POINT SITE PLAN APPLICATION	9321 44TH STREET CT E	420163000	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	09/02/2021	09/27/2021
SUBDIVISION - FINAL								
21-1389	PHILLIPS RIDGE SUBDIVISION FINAL PLAT	XXX 86TH AVENUE CT E	420081040	PLANNING	SUBDIVISION - FINAL	INCOMPLETE	08/25/2021	09/21/2021
SUBDIVISION - PRELIMINARY PLAT								
21-1282	WINDMILL PARK TOWNHOMES SUBDIVISION PRELIMINARY PLAT	3117 MERIDIAN AVE E	420103072	PLANNING	SUBDIVISION - PRELIMINARY PLAT	WAITING ON REVISIONS	06/17/2021	09/29/2021
TRAFFIC CONCURRENCY								
21-1167	29TH ST APARTMENTS TRAFFIC CONCURRENCY	XXX 29TH ST E	3625000372	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	04/07/2021	05/21/2021
21-1192	BRIDGE POINT TRAFFIC CONCURRENCY	XXX 98TH AV E	420164096	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	04/29/2021	06/02/2021
21-1214	NWP MERIDIAN TRAFFIC CONCURRENCY	3117 MERIDIAN AV E	420103072	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	05/11/2021	07/20/2021
21-1319	View Pointe RV Storage CRC	10315 12TH STREET CT E	420037059	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	07/12/2021	08/24/2021

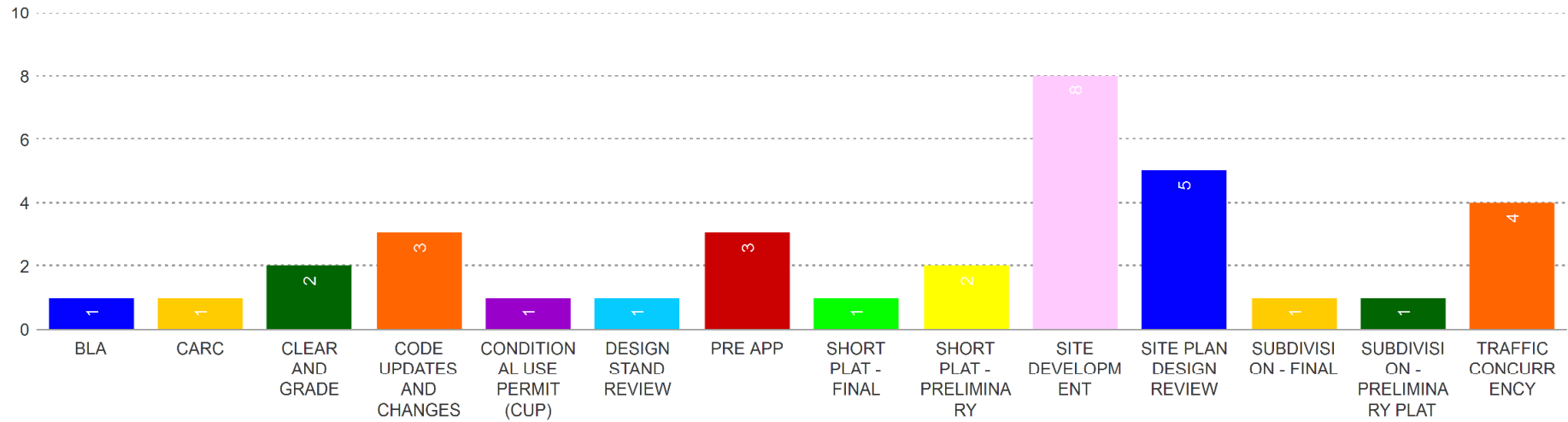
Pending Projects - Planning and Engineering Permits

34 Permits

Exported: 10/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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Permits by Type



Code Enforcement Program (CEP)

1. CEP Philosophy
 - a. Education is key
 - i. Proactive communication
 - ii. Physical inspections
 - iii. Magazine articles
 - b. Case Originations
 - i. SeeClickFix
 - ii. Direct Contact
 - iii. Inter-Agency Referral
 - iv. Internal Staff Referral
 - v. Proactive Inspection
 - c. Case Prioritization
 - i. Life and Safety first (including unknowns, if possible life/safety)
 - ii. Environmental and Critical Areas
 - iii. Property Issues
 1. Maintenance, zoning, land use, building, site work
 2. Junk vehicle and other clean up with PD
 - iv. Triage standing case log (longevity)
2. CEP Statistics
 - a. Number of cases
 - b. Voluntary Correction Agreement Results
 - c. Code Enforcement Board (CEB) Results
3. What happens after CEB?
 - a. Board sets compliance date and penalty amount
 - b. Property status
 - i. Compliance
 - ii. Remains in violation
4. Forwards to City Attorney's Office
 - a. Why
 - b. How
 - c. What
5. Prior Results
 - a. Before and after comparisons
 - b. Known "successes"



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance – Capital Improvement Plan (CIP) Update	Agenda Item #: 2.D
	For Agenda of: 10/19/2021
	Prepared by: Jeremy Metzler
Attachments (list): 1. DRAFT Ordinance 20-0xxx CIP 2022-2027 2. DRAFT - 2022 CIP Program	
Approval of Materials: Jeremy Metzler Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinger 10/14/2021	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 10/19/2021 SS 10/26/2021 RCM PH 11/02/2021 SS 11/09/2021 RCM

Summary Statement:

The City utilizes an annually-updated Capital Improvement Plan (CIP), in conformance with the Capital Facilities Element of the adopted Comprehensive Plan, which outlines projects, their estimated costs, timelines for work, and anticipated funding sources. These plans serve as the guiding documents for Staff to execute capital improvements throughout the City, as resources are made available through City financial resources or other identified funding sources (i.e. Impact Fees, TIB, WSDOT, other grants, etc.).

The attached DRAFT Ordinance and CIP Program represent Staff's current recommendation on project priorities, funding sources, and timelines for implementation. Individual project budget sheets have been updated and included herein, but this is still a "work in progress". Staff relies on the City Council to help guide this planning, to ensure it aligns with the Council's desires and sound management of the City's financial resources. A Public Hearing on this matter is scheduled for the next Regular Council Meeting.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff guidance regarding Discussion – Ordinance – Capital Improvement Plan (CIP) Update

Fiscal Note/Consideration:

Please note that this is a planning document - Project selection and funding resources contained herein are still under consideration, as project priorities, timelines and other planning requirements are set by the City Council through adoption of the Annual Budget.

ORDINANCE NO. 20-0xxx

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF EDGEWOOD, WASHINGTON, RELATING TO THE
CITY'S BUDGET, ADOPTING A CAPITAL
IMPROVEMENT PLAN FOR THE YEARS 2022-2027**

WHEREAS, the Capital Improvement Plan is the City's annual budget preparation tool used to finance capital improvements within projected funding capacities, identifying sources of public money for such purposes over a six-year period; and

WHEREAS, the City's Capital Improvement Plan has been updated to address the current and projected capital project needs and priorities of the City for fiscal years 2022 through 2027; and

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

WHEREAS, a public hearing was held on October 26th, 2021 on the proposed updates to the Capital Improvement Plan;

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

Section 1. The City Council does hereby adopt the 2022-2027 Six-Year Capital Improvement Plan (CIP), a copy of which is attached as Exhibit A and incorporated herein by reference.

Section 2. Effective Date. This Ordinance will take effect five days after publication as required by law.

ADOPTED THIS 9TH DAY OF NOVEMBER, 2021.

Daryl Eiding, Mayor

ATTEST:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Ann Marie J. Soto
City Attorney

Date Published:
Effective Date:

DRAFT

Exhibit A
2022-2027 Capital Improvement Plan (CIP)

DRAFT



CAPITAL IMPROVEMENT PLAN

Annual Update for years 2022–2027

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Introduction

Capital Improvement Plan Overview

The City of Edgewood's Capital Improvement Plan (CIP) is a six-year plan addressing the capital budget needs of the City, guiding the annual budget process and thereby satisfying the requirements of the Growth Management Act (GMA). The purposes and goals of the CIP are to:

- Provide capital facilities and infrastructure that are needed by the community and support the vision of Edgewood's future, as articulated in the City's Comprehensive Plan;
- Support the provision of City services consistent with the expectations of the community, as expressed in the City's declared level-of-service standards;
- Preserve level-of-service as growth and development add new demands on City government;
- Supply facilities that meet the needs of the community; and
- Rehabilitate or replace the City's facilities and infrastructure to extend the useful life and assure continued efficiency.

The GMA also requires jurisdictions to have capital facilities in place and readily available (constructed) when new development occurs or as a service area's population grows. This concept is known as *concurrency*. Specifically, this means that:

- All public facilities, needed to serve new development and a growing service area's population, must be in place at the time of the initial need. If the facilities are not in place, a financial commitment must have been made to provide the facilities within six years of the time of the initial need; and
- Such facilities must be of sufficient capacity to serve the service area's population and new development without decreasing service levels below locally established minimum standards, known as *level-of-service*.

Minimum standards are established at local levels. Factors that influence local standards are citizens, City Council recommendations, national standards, federal and state mandates, and the standards of neighboring jurisdictions.

The GMA stipulates that if a jurisdiction is unable to provide or finance capital facilities in a manner that meets concurrency and level-of-service requirements, it must either: 1) adopt and enforce ordinances which prohibit approval of proposed developments which would cause the level-of-service to drop below locally established standards, or 2) lower established standards for the level-of-service.

The Capital Improvement Plan provides a six-year list of proposed major capital expenditures for the City. This plan attempts to set funding strategies not only for the current year, but also to project future needs for major construction, land acquisition and equipment needs that

improve the cultural environment, capital infrastructure and recreational opportunities for the citizens of Edgewood. Capital expenditures are viewed not only in the context of how much the new project will cost, but also what impact the project will have on the City's operating budget.

The Capital Improvement Plan is divided into seven sections: 1) Introduction, 2) CIP Summary, 3) Surface Water Projects, 4) Transportation and Pedestrian Projects, 5) Parks Projects, 6) Sanitary Sewer Projects, and 7) Public Facilities Projects.

Capital Improvement Program Summary

The CIP Summary contains a financial spreadsheet listing each project within the five capital project areas (Surface Water, Transportation, Parks, Sanitary Sewer, and Public Facilities), and anticipated revenue sources.

Capital Project Detail

Included for each capital project in the CIP is a capital project detail sheet providing information such as the following:

- Fund – The associated capital fund (Capital - General, Capital - Parks, Capital - Roads, Capital - TIB, Street, Surface Water and Sewer).
- Project Category – The appropriate category for the particular project. These categories are also used in the Program Financial Summary.
- Project Description – A brief description of the project.
- Comprehensive Plan Goal - Identification of the Comp Plan goal affected by the project.
- Service Impact – A brief description of the project's impact on Edgewood citizens or others that use the public facility and any impact to maintenance and operating costs.
- Total Project Budget - All costs associated with the project. This will include prior expenditures, current year estimates and projected costs included in the six-year plan.
- Funding Sources – All of the anticipated revenue sources for the project.
- Critical Milestones – A list of all of the most important project milestones with their expected completion dates.
- Project Budget – Actual expenditures from prior periods and projected future costs by project phase. It also displays the specific revenue sources used to fund the project and any impacts on the General Fund operating budget.

Capital Improvement Program Summary

City of Edgewood 2022 - 2027 Capital Improvement Plan

Project	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	Totals
Surface Water							
SW-1 City Drainage Infrastructure Program / Spot Improvements	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
SW-2 Mortenson Farm Regional Stormwater Improvements	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 324,000
SW-3 Jovita Creek Regional Improvement Feasibility Study	\$ -	\$ 200,000	\$ 200,000	\$ 180,000	\$ -	\$ -	\$ 580,000
SW-4 Edgewood Pothole Pilot Project Feasibility Assessment	\$ -	\$ -	\$ 300,000	\$ 100,000	\$ -	\$ -	\$ 400,000
SW-5 108th Ave E / 36th St E Flooding	\$ -	\$ 50,000	\$ 900,000	\$ 175,000	\$ -	\$ -	\$ 1,125,000
SW-6 Surface Water Management Plan Update (Including Stormwater Comprehensive Plan Update)	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
SW-7 25th St. E. Drainage Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,000	\$ 235,000
SW-8 Lake Chalet Pothole Flood Reduction Project	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
SW-9 24th / 112th Seasonal Ponding	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,000
SW-10 108th Ave E - 8th to 16th Flooding	\$ -	\$ -	\$ -	\$ 40,000	\$ 270,000	\$ 65,000	\$ 375,000
SW-11 Jovita Boulevard Rehabilitation	\$ -	\$ 55,000	\$ 345,000	\$ 180,000	\$ -	\$ -	\$ 580,000
SW-12 Flood Reduction Plan for Edgewood Pothole	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
SW-13 56th St E / Edgewood Dr E Drainage Improvements	\$ -	\$ 550,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 800,000
SW-14 Monta Vista Dr E Drainage Improvements	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
SW-15 48th St E / 127th Ave E Drainage Improvements	\$ -	\$ 25,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 525,000
SW-16 12200 block 24th St E Drainage Improvements	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total Surface Water	\$ 1,644,000	\$ 1,005,000	\$ 2,620,000	\$ 970,000	\$ 395,000	\$ 425,000	\$ 7,059,000

City of Edgewood 2022 - 2027 Capital Improvement Plan

Project	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	Totals
Transportation							
T-1 Citywide Road Preservation Program (TIP No. 6)	\$ 330,000	\$ 345,000	\$ 360,000	\$ 375,000	\$ 390,000	\$ 400,000	\$ 2,200,000
T-2 Citywide Traffic Safety Program (TIP No. 9)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
T-3 Interurban Trail Phase III, Connection Feas. Study (TIP No. 7)	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
T-4 Chrisella Road East Safety Improvements (TIP No. 5)	\$ 1,175,000	\$ -	\$ 450,000	\$ -	\$ -	\$ 5,970,000	\$ 7,595,000
T-5 Edgewood Drive Safety Improvements (TIP No. 4)	\$ -	\$ 535,000	\$ -	\$ 4,500,000	\$ 5,500,000	\$ -	\$ 10,535,000
T-6 Transporation Engineering / Plan Support	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
T-7 Meridian / 32nd Intersection Improvements (TIP No. 1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-8 Meridian Ave E. Preliminary Design (TIP No. 2)	\$ 455,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 455,000
T-9 Citywide Pedestrian Mobility and Safety Improvements (TIP No. 8)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
T-10 Meridian Parallel Road Network Constr. - Various Seg's (TIP No. 11)	\$ 950,000	\$ 2,700,000	\$ 2,700,000	\$ 1,670,000	\$ -	\$ -	\$ 8,020,000
T-11 Meridian / Emerald Signal Improvements (TIP No. 12)	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
T-12 36th Street East Walkway Extension (TIP No. 13)	\$ 84,800	\$ 650,300	\$ -	\$ -	\$ -	\$ -	\$ 735,100
Total Transportation	\$ 3,619,800	\$ 4,405,300	\$ 3,685,000	\$ 6,720,000	\$ 6,065,000	\$ 6,545,000	\$ 31,040,100

City of Edgewood 2022 - 2027 Capital Improvement Plan

Project	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	Totals
Parks							
P-1 Interurban Trail Phase III Design / Construction	\$ -	\$ 200,000	\$ 4,000,000	\$ 2,300,000	\$ -	\$ -	\$ 6,500,000
P-2 Miscellaneous Park Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
P-3 Edgewood Multi-Modal Trail Loop (8th, 122nd, 24th)	\$ 160,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ 1,860,000
P-4 Nelson Farmhouse Remodel Eval.	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
P-5 Nelson Nature Park Rehabilitation	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
P-6 Land Acquisition	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
P-7 Edgemont Park Improvements	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
P-8 Mortenson Farm Trail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
P-9 Wolf Point Trail	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Total Parks	\$ 1,165,000	\$ 1,975,000	\$ 4,075,000	\$ 2,375,000	\$ 75,000	\$ 75,000	\$ 9,740,000
Sanitary Sewer							
SS-1 General Sewer Plan Update	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
SS-2 Wetland Mitigation - Northwood Elementary (LID No. 1)	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Total Sanitary Sewer	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Public Facilities							
PF-1 Citywide IT/Security Upgrades	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 150,000
PF-2 Civic Center Campus Improvements	\$ 150,000	TBD	TBD	TBD	TBD	TBD	\$ 150,000
PF-3 Public Works Service Facility	\$ 100,000	TBD	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total Public Facilities	\$ 300,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 400,000
TOTAL CAPITAL EXPENDITURES	\$6,813,800	\$7,435,300	\$10,430,000	\$10,065,000	\$6,535,000	\$7,045,000	\$48,324,100

City of Edgewood 2022 - 2027 Capital Improvement Plan

Project	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	Totals
CAPITAL REVENUE SOURCES:							
Surface Water Fees	\$ 1,519,000	\$ 675,000	\$ 650,000	\$ 410,000	\$ 370,000	\$ 400,000	\$ 4,024,000
Other Surface Water Grant Revenue	\$ 25,000	\$ 290,000	\$ 1,930,000	\$ 530,000	\$ 25,000	\$ 25,000	\$ 2,825,000
Est. Interagency Participation (SW)	\$ 100,000	\$ 40,000	\$ 40,000	\$ 30,000	\$ -	\$ -	\$ 210,000
Traffic Impact Fees	\$ 1,347,960	\$ 2,319,060	\$ 1,815,000	\$ 2,817,000	\$ 2,215,000	\$ 2,403,000	\$ 12,917,020
Transportation Grant Revenue	\$ 1,242,840	\$ 520,240	\$ -	\$ 2,700,000	\$ 3,300,000	\$ 3,582,000	\$ 11,345,080
School Zone Camera Fees (T-2, T-9, P-3)	\$ 150,000	\$ 250,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 840,000
REET (1 st 1/4% - Gen. Fund Capital)	\$ 701,000	\$ 115,000	\$ 150,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 1,341,000
REET (2 nd 1/4% - Pub. Works Capital)	\$ 750,000	\$ 921,000	\$ 820,000	\$ 500,000	\$ 125,000	\$ 125,000	\$ 3,241,000
Park Impact Fees	\$ 630,000	\$ 720,000	\$ 850,000	\$ 510,000	\$ 50,000	\$ 50,000	\$ 2,810,000
Parks Grant Revenue	\$ -	\$ 500,000	\$ 3,200,000	\$ 1,840,000	\$ -	\$ -	\$ 5,540,000
Capital Parks Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Fees	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Bonds / Loans (Future Debt Service)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund Xfer (Property/Sales/Utility Tax)	\$ 263,000	\$ 1,085,000	\$ 865,000	\$ 493,000	\$ 215,000	\$ 225,000	\$ 3,146,000
TOTAL CAPITAL RESOURCES	\$ 6,813,800	\$ 7,435,300	\$ 10,430,000	\$ 10,065,000	\$ 6,535,000	\$ 7,045,000	\$ 48,324,100

Capital Project Detail

Surface Water

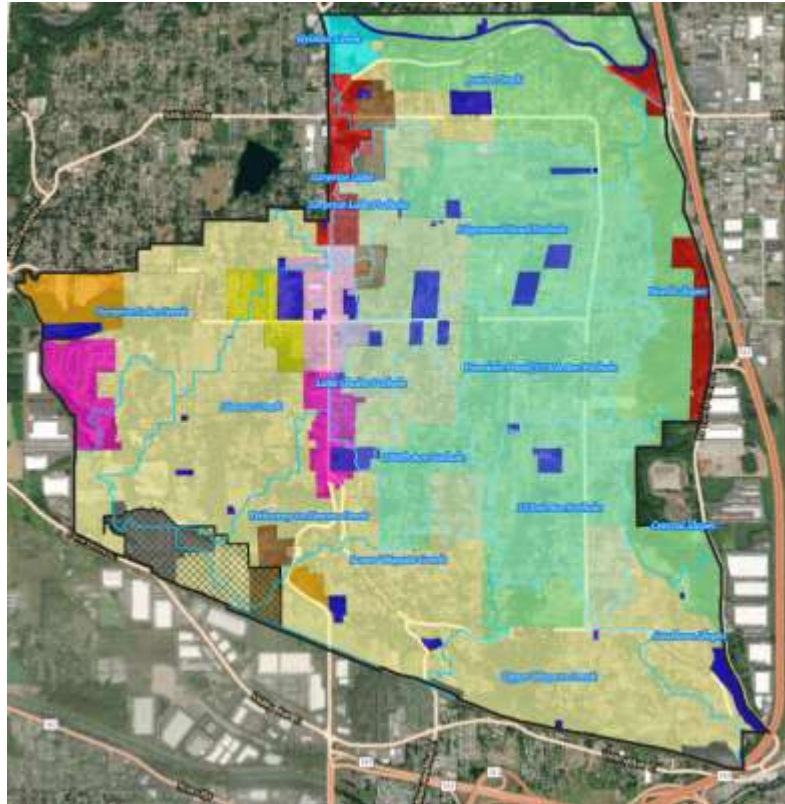
SW-1 – City Drainage Infrastructure Program / Spot Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: New drainage problems are identified annually through routine maintenance inspections and Citizen Action Requests (CAR's). The City Council annually budgets for small improvements to the public stormwater system, as several components of the City's drainage infrastructure are either undersized, failing, and/or incomplete. This program evaluates and installs culvert piping, catch basins, and ditch improvements, as well as other improvements associated with road projects, replacing up to two miles of existing drainage infrastructure per year. Work will generally include ditch lining, curbing, and catch basin and/or storm pipe installation / replacement.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: This project will help alleviate localized flooding of private and public properties by making improvements to public storm drainage systems where a small project (*i.e. less than \$35,000 per project*) can be cost-effective in resolving the problem.

Total 6-Year Project Budget: \$600,000

Funding Source:

- Surface Water Fees

Critical Milestones:

- Various projects will be identified, evaluated, prioritized, designed and constructed each year.

SW-1							
City Drainage Infrastructure Program / Spot Improvements							
Total Project Budget:	\$600,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan	-	-	-	-	-	-	-
Planning/Design	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$90,000
Construction	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$510,000
Total Expenditures	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
Revenue Sources:							
Grant Revenue (DOE)							
REET 1 (Gen. Fund Capital)							
Surface Water Fees	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
Total Revenues	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-2 – Mortenson Farm Regional Stormwater Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: In 2003, the City purchased the old twelve-acre Mortenson farm with Surface Water Funds as a site for future stormwater quality enhancements and possible park use. Improvements are planned to enhance the water quality of Surprise Lake Creek before it leaves the City of Edgewood, thereby improving the health of the Hylebos Creek watershed. Restoration of the stream channel will create salmon rearing and spawning habitat, which is now more accessible to fish thanks to the City of Fife's improvements along Freeman Road. Efforts to decrease base flows leaving the site are planned by expanding and enhancing wetland areas on the site. This restoration may be complemented by a passive trail or boardwalk in the future, if funds and regulations allow.

The City has been coordinating with the Washington State Department of Transportation (WSDOT) in recent years regarding the use of the property as a wetland impact mitigation site for the construction of SR 167 (*Phase 1 construction tentatively begins in 2022*). An Interlocal Agreement was executed in September 2021 formalizing terms, property transfer was authorized in October 2021, and we do not expect the property to be returned to the City until at least 2035. **As described in the ILA, the City's remaining contribution to the WSDOT project is \$324,000, to be either in-kind value (real property) or cash payment.**

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.IV:** Design and locate capital facilities with features and characteristics that support the environment, energy-efficiency, aesthetics, technological innovation, cost-effectiveness and sustainability.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Enhancing the natural environment will reduce uncontrolled stormwater runoff and help protect sensitive salmon bearing streams and wetlands.

Total 6-Year Project Budget: \$324,000

Funding Sources:

- **Surface Water Fees**
- **Property Value (In-Kind)**

Critical Milestones:

- 2022: Final property transfer and/or cash payment to WSDOT

SW-2							
Mortenson Farm Regional Stormwater Improvements							
Total Project Budget:	\$324,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design	\$324,000						\$324,000
Construction							
Total Expenditures	\$324,000	\$0	\$0	\$0	\$0	\$0	\$324,000
Revenue Sources:							
Grant Revenue (TBD)							
City of Fife							
City of Milton							
WSDOT (In-Kind Property)	\$100,000						\$100,000
Surface Water Fees	\$224,000						\$224,000
Total Revenues	\$324,000	\$0	\$0	\$0	\$0	\$0	\$324,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-3 – Jovita Creek Regional Improvement Feasibility Study

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: As identified in the 1997 Surface Water Management Plan, this project includes preparation of an Engineering Feasibility Study for the design and construction of a regional retention/detention pond to reduce peak flow rates within the Jovita Creek basin. Other elements to be considered in the study include slope stability measures (i.e. piped slope drains) and property / easement acquisition.

The study will address known basin-wide flow control and water quality issues (i.e., TMDL for Fecal Coliform), identify possible location(s) for development of a regional facility, costs of property acquisition and development, and the environmental impacts associated with its construction.

Implementation of a regional facility will require the cooperation of multiple local agencies, including the City of Pacific and King County. Piped slope drains can be implemented completely within the City of Edgewood.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Enhancing the natural environment will reduce uncontrolled stormwater runoff.

Total 6-Year Project Budget: \$580,000

Funding Sources:

- Grant Revenue (*to be determined*)
- Inter-Agency Participation

Critical Milestones:

- 2023-2025 – Planning/Design
- 2025 or later – Construction

SW-3							
Jovita Creek Regional Improvement Feasibility Study							
Total Project Budget:	\$580,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan		\$150,000	\$150,000	\$130,000			\$430,000
Planning/Design		\$50,000	\$50,000	\$50,000			\$150,000
Construction							
Total Expenditures	\$0	\$200,000	\$200,000	\$180,000	\$0	\$0	\$580,000
Revenue Sources:							
Grant Revenue (DOE)							
Grant Revenue (TBD)		\$160,000	\$160,000	\$150,000			\$470,000
City of Pacific							
King County		\$40,000	\$40,000	\$30,000			\$110,000
Surface Water Fees							
Total Revenues	\$0	\$200,000	\$200,000	\$180,000	\$0	\$0	\$580,000
General Fund Impacts:	-	-	-	-	-	-	-

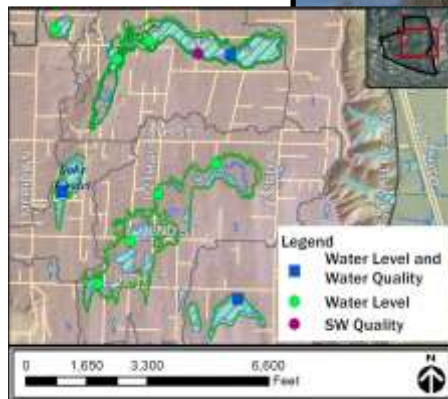
SW-4 – Edgewood Pothole Pilot Project Feasibility Assessment (Water Quality / Treatment)

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: The City of Edgewood has six closed depression basins that retain stormwater runoff and frequently flood during winter months. Before removing excess flood waters, additional data is needed to determine the water quality treatment needs in each pothole.

This feasibility assessment will evaluate: 1) whether an advanced stormwater treatment facility can adequately treat stormwater in these pothole basins, and 2) the volume of water that can be adequately treated. First, water elevation and water quality data will be collected to evaluate conditions at the candidate site, Walker Pond at 16th Street East and 110th Avenue East. A conceptual design for an advanced bioretention treatment facility will then be developed based on collected monitoring and hydraulic modeling data. Throughout the project, public and advisory group meetings will be held to inform the public and stakeholders about project progress and findings.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **NA.V:** Minimize risks to people, property and the environment posed by geological and flood hazard areas.
- **LU.III:** Promote development that respects and preserves the natural environment.
- **U.III:** Work with regional partners to address regional utility issues.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.

Service Impact: Understanding the water quality impacts from growth and development will help guide preservation of the natural environment.

Total 6-Year Project Budget: \$400,000

Funding Sources:

- **Surface Water Fees**

Critical Milestones:

- **2024** – Data Collection
- **2024-2025** – Design / Construction

SW-4							
Edgewood Pothole Pilot Project Feasibility Assessment							
Total Project Budget:	\$400,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design	\$300,000	\$100,000					\$400,000
Construction							
Total Expenditures	\$300,000	\$100,000	\$0	\$0	\$0	\$0	\$400,000
Revenue Sources:							
Grant Revenue (DOE)							
Grant Revenue (TBD)							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Debt Financing							
Surface Water Fees	\$300,000	\$100,000					\$400,000
Total Revenues	\$300,000	\$100,000	\$0	\$0	\$0	\$0	\$400,000
General Fund Impacts:	-	-	-	-	-	-	-

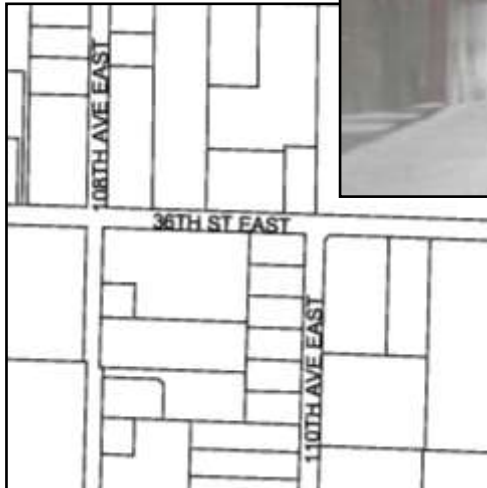
SW-5 – 108th Avenue East / 36th Street East Road Flooding

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: This project is located at 108th Ave. E. / 36th St. E. intersection approximately 500 feet in all directions. During heavy rains, this area is prone to flooding where the entire roadway ends up being underwater. Roadway intersection and adjoining streets routinely flood during wet winters resulting in the closure of the roadways for long periods of time. An engineering feasibility study is needed to assess alternatives for raising the intersection and adjoining streets to prevent roadway flooding.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **T.IX:** Assign a high priority to meeting the maintenance needs of the transportation system so that it is safe and functional.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Improvements to this area are necessary to prevent prolonged closure of the roadway during wet winter months. This project will also help to prevent localized flooding.

Total 6-Year Project Budget: \$1,125,000

Funding Sources:

- **Grant Revenue** (*to be determined*)

Critical Milestones:

- 2023/2024 – Planning/Design
- 2024/2025 – Construction

SW-5							
108th Ave E / 36th St E Flooding							
Total Project Budget:	\$1,125,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Planning/Design		\$50,000	\$50,000	\$25,000			\$125,000
Construction			\$850,000	\$150,000			\$1,000,000
Total Expenditures	\$0	\$50,000	\$900,000	\$175,000	\$0	\$0	\$1,125,000
Revenue Sources:							
Grant Revenue (TBD)			\$800,000	\$150,000			\$950,000
PCFCZD Opp Fund (Grant)		\$50,000	\$100,000	\$25,000			\$175,000
Surface Water Fees							
Total Revenues	\$0	\$50,000	\$900,000	\$175,000	\$0	\$0	\$1,125,000
General Fund Impacts:	-	-	-	-	-	-	\$0

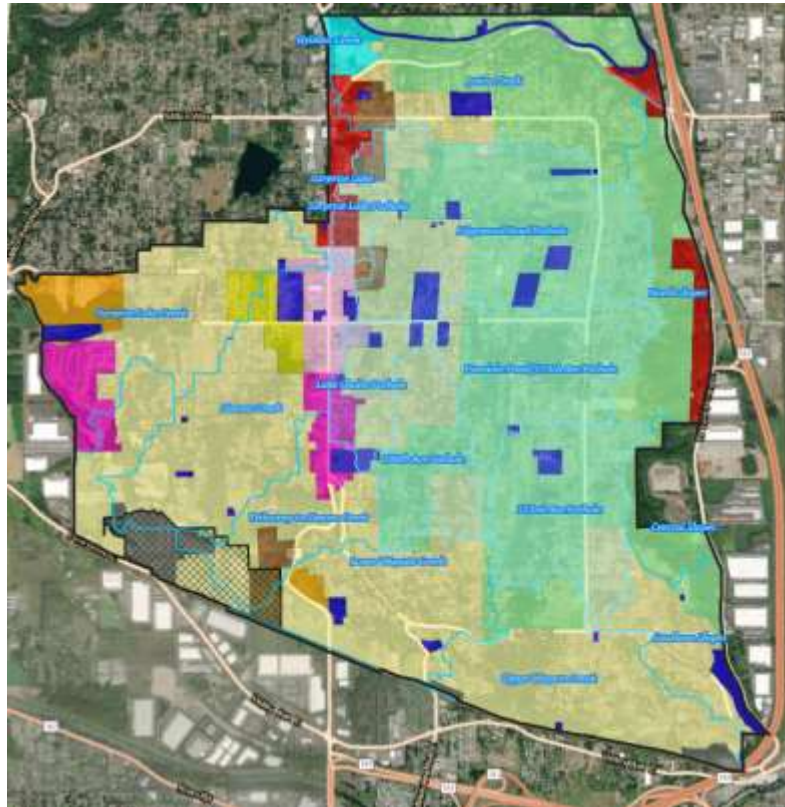
SW-6 – Surface Water Management Plan Update (including Stormwater Comprehensive Plan Update)

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: Regular updates to the City's Surface Water Management Plan are required to address multiple NPDES Phase II permit conditions and deadlines. The City's current plan was updated and adopted in 2018, reflecting recent changes in local, state and federal requirements for stormwater management. A component of this update considers basin-level planning and targeted development standards to determine how to best address pothole flooding issues throughout the City. Also, the current NPDES permit requires annual updates to the SWMP and reporting to DOE and the citizens.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **U.I:** Ensure the location and design of utility facilities meets the community's needs.
- **U.III:** Work with regional partners to address regional utility issues.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: An updated city-wide plan is needed to ensure adequate service for existing and future development.

Total 6-Year Project Budget: \$150,000

Funding Sources:

- Dept. of Ecology Capacity Grant

Critical Milestones:

- *Last Comprehensive Surface Water Management Plan Update: 2018*
- Initial Basin-Level Planning – 2021/2022
- **Annual Updates/Reporting Ongoing**

SW-6							
Surface Water Management Plan Update <i>(Including Stormwater Comprehensive Plan Update)</i>							
Total Project Budget:	\$150,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Master Plan	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
Planning/Design							
Construction							
Total Expenditures	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
Revenue Sources:							
DOE Capacity Grant	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
Grant Revenue (TBD)							
Surface Water Fees							
Total Revenues	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
General Fund Impacts:	-	-	-	-	-	-	-

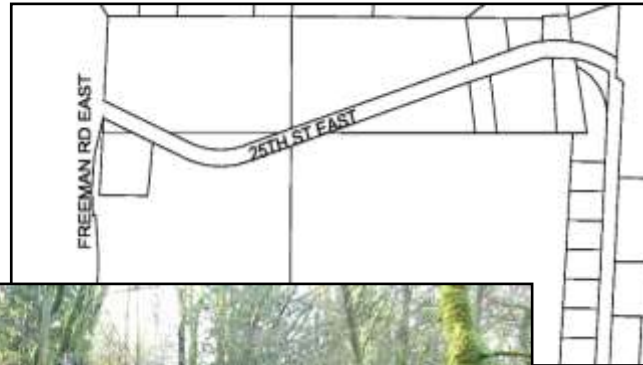
SW-7 – 25th Street East Drainage Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: This project is located along a recently abandoned segment of 25th Street East between the recently installed cul-de-sac and Westridge Parkway. Work being considered includes construction of a thickened edge curb, catch basins, and piped road crossings to control drainage along the north side / slope. Work will also include restoration of the ditch along the south side, and possible relocation / consolidation of outfalls along the north side with slope drains piped to the bottom of the hill. This work is recommended in order to stabilize and repair slide damage to prevent slides along roadway, shoulder erosion and roadway flooding.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.

Service Impact: This project will reduce downhill erosion and sliding of embankments. However, this section of roadway was closed in 2015, when Westridge Parkway was opened connecting 86th Avenue East to Freeman Road in Fife.

Total 6-Year Project Budget: \$235,000

Funding Source:

- Surface Water Fees

Anticipated Milestones:

- **2027**— Design/Construction

SW-7							
25th St. E. Drainage Improvements							
Total Project Budget:	\$235,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Planning/Design		\$35,000					\$35,000
Construction		\$200,000					\$200,000
Total Expenditures	\$0	\$235,000	\$0	\$0	\$0	\$0	\$235,000
Revenue Sources:							
PCFCZD Opp Fund							\$0
Grant Revenue (TBD)							\$0
Surface Water Fees		\$235,000					\$235,000
Total Revenues	\$0	\$235,000	\$0	\$0	\$0	\$0	\$235,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-8 – Lake Chalet Pothole Flood Reduction Project

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: While historically Lake Chalet has discharged to Simon's Creek, development over the last several decades has apparently blocked that pathway and Lake Chalet has become a closed depression pothole. As a result, seasonal rainfall events lead to flooding of public streets and private property adjacent to Lake Chalet, including flooding of 29th Street E.

Three options were considered: 1) pumped discharge, 2) gravity overflow, and 3) horizontal directional drilling / siphon. Of the three alternatives, the least expensive (from a capital cost standpoint) is to pump water from Lake Chalet to an existing gravity conveyance at the Simon's Mill Apartment site. This option will require long term pump station operations and maintenance, not accounted for in the capital project cost estimates. In 2020, the City acquired property in the vicinity of Lake Chalet to help facilitate this project.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.V:** Minimize risks to people, property and the environment posed by geological and flood hazard areas.
- **T.IX:** Assign a high priority to meeting the maintenance needs of the transportation system so that it is safe and functional.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: Protecting adjacent property from flooding will lower impacts to associated septic systems, thereby enhancing water quality in the existing natural environment.

Total 6-Year Project Budget: \$550,000

Funding Sources:

- Surface Water Fees

Critical Milestones:

- **2021/2022 – Design**
- **2022 – Construction**

SW-8							
Lake Chalet Pothole Flood Reduction Project							
Total Project Budget:	\$550,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design	\$50,000						\$50,000
Construction	\$500,000						\$500,000
Total Expenditures	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
Revenue Sources:							
Grant Revenue (DOE)							
Surface Water Fees	\$550,000						\$550,000
Total Revenues	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-9 – 24th Street East / 112th Avenue East Intersection Seasonal Ponding

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: Due to lack of existing piped conveyance, surface water collects at the northeast corner of 24th Street East and 112th Avenue East during wet weather periods, creating a safety hazard for vehicles and pedestrians. Both 24th and 112th are classified as arterial roadways, being primary routes for traffic through the City. To the west of this intersection, the existing ditch on the north side of 24th is very deep and the shoulder experiences erosion that threatens the road prism.

This project will provide a new piped conveyance for surface water flows along the north side of 24th Street East between 111th Avenue East and 112th Avenue East, eliminating the seasonal ponding and filling the deep ditch described earlier. By eliminating the ditch, this work helps prepare for future pedestrian improvements along the north side of 24th between 110th and 112th.

Applicable Comprehensive Plan Goals –

- **T.IX:** Assign a high priority to meeting the maintenance needs of the transportation system so that it is safe and functional.
- **U.I:** Ensure the location and design of utility facilities meets the community's needs.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Completing this segment of the collection and conveyance system will prevent water from ponding on the road surface and adjacent private property during the wet season.

Total 6-Year Project Budget: \$170,000

Funding Sources:

- Surface Water Fees

Critical Milestones:

- 2018/2019 - Design
- 2022 - Construction

SW-9							
24th / 112th Seasonal Ponding							
Total Project Budget:	\$170,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design	\$10,000						\$10,000
Construction	\$160,000						\$160,000
Total Expenditures	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000
Revenue Sources:							
Grant Revenue (DOE)							
Surface Water Fees	\$170,000						\$170,000
Total Revenues	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-10 – 108th Avenue East (8th Street East to 16th Street East) Neighborhood Flooding

Fund:

Surface Water Fund

Project Category:

Surface Water

Project Description: A sub-basin of the Edgewood Bowl closed-depression pothole, this area experiences seasonal flooding on several private properties due in part to surface water flows leaving 108th Avenue East. The City asked their consultant, Gray & Osborne, to prepare a Hydrologic Surface Water Report in January 2017, analyzing the neighborhood and its surface water characteristics.

This project will take the conclusions in this report and perform the next steps needed to design and construct an appropriate conveyance improvement. The budget estimate considers costs for acquisition of easement(s) and coordination with other planning efforts in the Edgewood Bowl closed depression pothole.



Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **U.I:** Ensure the location and design of utility facilities meets the community's needs.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: Reduces the impact of uncontrolled stormwater runoff on private properties and associated septic systems.

Total 6-Year Project Budget: \$375,000

Funding Sources:

- Surface Water Fees

Critical Milestones:

- **2025** – Design
- **2025/2026** – Easement Acquisition
- **2026/2027** – Construction

SW-10							
108th Ave E - 8th to 16th Flooding							
Total Project Budget:	\$375,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design		\$40,000					\$40,000
Construction			\$270,000	\$65,000			\$335,000
Total Expenditures	\$0	\$40,000	\$270,000	\$65,000	\$0	\$0	\$375,000
Revenue Sources:							
Grant Revenue (DOE)							
Grant Revenue (TBD)							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Surface Water Fees		\$40,000	\$270,000	\$65,000			\$375,000
Total Revenues	\$0	\$40,000	\$270,000	\$65,000	\$0	\$0	\$375,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-11 – Jovita Boulevard Rehabilitation

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: This project is located on Jovita Boulevard from 114th Avenue East to West Valley Highway (approximately 5,400 lf.).

The project considers the reconstruction of the existing roadway, redefining of roadway alignment and superelevation in spots, additional slope protection (guardrails), stream protection, installation of additional seismic wall(s) to deter landslides, new storm drainage conveyance installation, and re-establishment of the roadway prism and shoulders. Since two seismic walls and associated drainage were constructed during the winter of 2016 / 2017, this project's priority has been lowered.

Applicable Comprehensive Plan Goals –

- **T.IX:** Assign a high priority to meeting the maintenance needs of the transportation system so that it is safe and functional.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: This project is necessary to assess remaining problems and identify a solution to this stabilization problem.

Total 6-Year Project Budget: \$580,000

Funding Sources:

- Grant Revenues (*to be determined*)

Critical Milestones:

- 2023-2024 – Planning / Design
- 2024-2025 – Construction

SW-11							
Jovita Boulevard Rehabilitation							
Total Project Budget:	\$580,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Planning/Design		\$55,000	\$65,000	\$30,000			\$150,000
Construction			\$280,000	\$150,000			\$430,000
Total Expenditures	\$0	\$55,000	\$345,000	\$180,000	\$0	\$0	\$580,000
Revenue Sources:							
Grant Revenue (TBD)		\$55,000	\$345,000	\$180,000			\$580,000
Surface Water Fees							
Total Revenues	\$0	\$55,000	\$345,000	\$180,000	\$0	\$0	\$580,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-12 – Flood Reduction Plan for the Edgewood Pothole

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: More information is needed to evaluate and select the best solution to flooding problems within Edgewood’s closed depression pothole basins, and the Edgewood Bowl is the largest of these. Individual characteristics that need to be understood before developing a viable flood control plan include base flood elevation (high water surface), available storage volume, the existing stormwater conveyance network, and overall basin characteristics.

Monitoring data and findings from the feasibility assessment for the Edgewood Bowl pothole will be used to develop a continuous hydrologic and hydraulic model of the existing conditions, then used to develop and evaluate different solution alternatives. An initial report will be developed describing the pothole characteristics, modeling results and the alternatives. At least one meeting will be held with the public to discuss results, alternatives considered and recommendations. The solutions will be compared, and the best alternative will be selected. The models will also be used as the basis for a flood study to update FEMA maps of the potholes and potentially result in a letter of map revision (LOMR) for each pothole.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **T.IX:** Assign a high priority to meeting the maintenance needs of the transportation system so that it is safe and functional.
- **U.I:** Ensure the location and design of utility facilities meets the community’s needs.
- **U.III:** Work with regional partners to address regional utility issues.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: Flooding conditions continue to worsen as development occurs in the City’s closed depression basins without a viable solution.

Total 6-Year Project Budget: \$170,000

Funding Sources:

- Surface Water Fees

Critical Milestones:

- **2025** – Planning / Design

SW-12							
Flood Reduction Plan for Edgewood Pothole							
Total Project Budget:	\$170,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design		\$170,000					\$170,000
Construction							
Total Expenditures	\$0	\$170,000	\$0	\$0	\$0	\$0	\$170,000
Revenue Sources:							
Grant Revenue (DOE)							
Grant Revenue (TBD)							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Surface Water Fees		\$170,000					\$170,000
Total Revenues	\$0	\$170,000	\$0	\$0	\$0	\$0	\$170,000
General Fund Impacts:	-	-	-	-	-	-	-

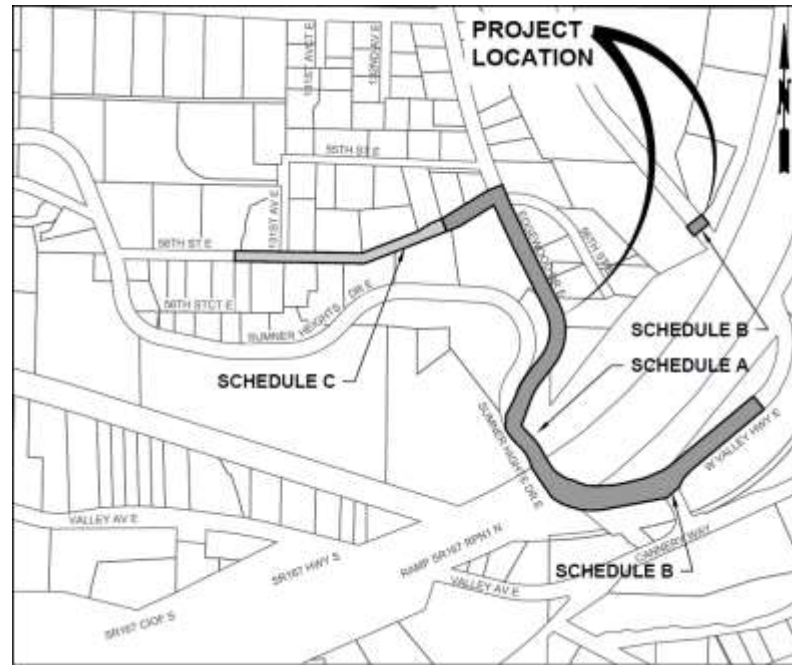
SW-13 – 56th St E / Edgewood Drive Drainage Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: Failing infrastructure was identified through Citizen Action Requests and inspection in late 2018 / early 2019. During staff’s investigation of the issues, the need for significant improvements became apparent from the affected neighborhood on 56th St E, down Edgewood Drive and Sumner Heights Drive, downstream into the City of Sumner. Due to the scope of improvements needed, this project has been elevated from the Spot Improvement Program to the Capital Improvement Program.

This project will install necessary surface water conveyance improvements along the entire length of road described above, converting an existing ditch line along Edgewood Drive into a culvert, improving traffic safety with widened travel lanes and new curbing, and increasing the conveyance capacity of the culvert and ditch system along Sumner Heights Drive to its destination at West Valley Highway in the City of Sumner. The conveyance along West Valley Highway will also be improved, including replacement of an existing culvert at the end of its service life with an outfall into WSDOT right-of-way.

Applicable Comprehensive Plan Goals –

- **NA.II:** Protect and enhance water quality.
- **LU.IV:** Promote the quality, character and function of residential neighborhoods.
- **U.II:** Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Surface water inundation and trespass as a result of increasing seasonally significant storm event frequency will continue to impact adjacent residences and roadways without this project.

Total 6-Year Project Budget: \$800,000

Remaining Funding Source:

- Surface Water Fees

Critical Milestones:

- 2019/2020 – Design
- 2021 – Partial Construction
- **2023/2024 – Permitting / Construction**

SW-13							
56th St E / Edgewood Dr E Drainage Improvements							
Total Project Budget:	\$800,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design							
Construction		\$550,000	\$250,000				\$800,000
Total Expenditures	\$0	\$550,000	\$250,000	\$0	\$0	\$0	\$800,000
Revenue Sources:							
Grant Revenue (DOE)							
REET 1 (Gen. Fund Capital)							\$0
REET 2 (Pub. Works Capital)							
Surface Water Fees		\$ 550,000	\$250,000				\$800,000
Total Revenues	\$0	\$550,000	\$250,000	\$0	\$0	\$0	\$800,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-14 – Monta Vista Drive E Drainage Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: This project has been on the City's Spot Improvement Program for many years, but significant stormwater flows and velocities have caused more frequent maintenance issues in recent years. Due to the scope of improvements needed, this project has been elevated from the Spot Improvement Program to the Capital Improvement Program.

This project will install necessary surface water conveyance improvements along the stretch of Monta Vista between 51st St E and 53rd St Ct E, converting the existing ditch line into a culvert, replacing damaged and failing culverts with a new system meeting present-day design and construction standards, and improving traffic safety with widened travel lanes and new curbing.

Applicable Comprehensive Plan Goals –

- **NA.II:** Protect and enhance water quality.
- **LU.IV:** Promote the quality, character and function of residential neighborhoods.
- **U.II:** Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Surface water inundation and trespass as a result of increasing seasonally significant storm event frequency will continue to impact adjacent residences and roadways without this project.

Total 6-Year Project Budget: \$275,000

Funding Source:

- Surface Water Fees

Critical Milestones:

- 2021/2022 – Design
- 2022 – Construction

SW-14							
Monta Vista Dr E Drainage Improvements							
Total Project Budget:	\$275,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design	\$25,000						\$25,000
Construction	\$250,000						\$250,000
Total Expenditures	\$275,000	\$0	\$0	\$0	\$0	\$0	\$275,000
Revenue Sources:							
Grant Revenue (DOE)							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Surface Water Fees	\$275,000						\$275,000
Total Revenues	\$275,000	\$0	\$0	\$0	\$0	\$0	\$275,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-15 – 48th St E / 127th Ave E Drainage Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water

Project Description: Runoff along 48th St E collects in an existing ditch on the north side of the road, flows east toward 127th Ave E, then north toward Caldwell Rd E. The ditch is very shallow at the corner of 48th and 127th, with seasonal flows threatening to cross the road and impact adjacent driveways and homes. Due to the scope of improvements needed, this project has been elevated to the Capital Improvement Program.



This project will install necessary surface water conveyance improvements along 48th St E and 127th Ave E, converting some existing ditch to culvert pipes, meeting present-day design and construction standards, and providing some traffic safety benefit with a widened travel lane and new curbing.

Applicable Comprehensive Plan Goals –

- **NA.II:** Protect and enhance water quality.
- **LU.IV:** Promote the quality, character and function of residential neighborhoods.
- **U.II:** Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Surface water inundation and trespass as a result of increasing seasonally significant storm event frequency will continue to impact adjacent residences without this project.

Total 6-Year Project Budget: \$525,000

Funding Source:

- Surface Water Fees
- Grant Revenues (to be determined)

Critical Milestones:

- 2023 – Design
- 2024 – Construction

SW-15							
48th St E / 127th Ave E Drainage Improvements							
Total Project Budget:	\$525,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design		\$25,000					\$25,000
Construction			\$500,000				\$500,000
Total Expenditures	\$0	\$25,000	\$500,000	\$0	\$0	\$0	\$525,000
Revenue Sources:							
Grant Revenue (DOE)							
Grant Revenue (TBD)							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Surface Water Fees		\$25,000	\$500,000				\$525,000
Total Revenues	\$0	\$25,000	\$500,000	\$0	\$0	\$0	\$525,000
General Fund Impacts:	-	-	-	-	-	-	-

SW-16 – 12200 Block 24th St E Drainage Improvements

Fund:

Surface Water Fund

Project Category:

Surface Water



Project Description: In 2020, the City was made aware of a public drainage easement across multiple private properties that is in need of maintenance. This drainage course currently flows south to north, with discharge onto other private properties. **In 2021, staff discovered drainage easements on these properties for Pierce County, and has been working with Pierce County on transferring maintenance rights.** Existing culverts are in need of repair and/or replacement, and access to these narrow easements is very poor. Due to the scope of improvements needed, this project has been added to the Capital Improvement Program in 2020.

This project will replace the existing easement's open ditches with a piped system to improve long-term maintenance, meeting present-day design and construction standards. Rather than the southerly alignment previously proposed, the City is looking to maintain the existing flow path to the north pending coordination with property owners on access improvements.

Applicable Comprehensive Plan Goals –

- **NA.II:** Protect and enhance water quality.
- **LU.IV:** Promote the quality, character and function of residential neighborhoods.
- **U.II:** Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Surface water inundation and trespass as a result of increasing seasonally significant storm event frequency will continue to impact adjacent residences without this project.

Total 6-Year Project Budget: \$200,000

Funding Source:

- Surface Water Fees

Critical Milestones:

- 2022 – Design / Construction

SW-16							
12200 block 24th St E Drainage Improvements							
Total Project Budget:	\$200,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Planning/Design							
Construction	\$200,000						\$200,000
Total Expenditures	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Revenue Sources:							
Grant Revenue (DOE)							
Grant Revenue (TBD)							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Surface Water Fees	\$200,000						\$200,000
Total Revenues	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
General Fund Impacts:	-	-	-	-	-	-	-

Transportation

T-1 – Citywide Road Preservation Program (TIP No. 6)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan Transportation Element Project A-2



Project Description: The City's Road Preservation Program is designed to maintain the City's road system to the highest condition rating with the funds available using asphalt overlays and surface chip seals. Currently, the asphalt overlays are done in conjunction with Pierce County's countywide overlay projects. The City of Edgewood's Public Works Department will provide project administration, construction oversight, quality review and final acceptance.

Since 2014, the City has averaged approximately 4 road-miles of chip sealing each year. The Council has authorized transfers of the second 0.25% of Real Estate Excise Tax (REET2) to help fund this program since 2006.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VIII:** Adequately fund the transportation system to meet current and future capital, maintenance and operational needs.
- **T.IX:** Assign a high priority to meeting the maintenance needs of the transportation system so that it is safe and functional.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: This program is needed to maintain the road quality and extend the life span of the City's existing roadway network.

Total 6-Year Project Budget: \$2,200,000

Funding Source:

- Real Estate Excise Taxes
- General Fund

Critical Milestones:

- The program takes place annually during the summer construction period (June – Sept)

T-1							
Citywide Road Preservation Program (TIP No. 6)							
Total Project Budget:	\$ 2,200,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design							
Construction	\$ 330,000	\$ 345,000	\$ 360,000	\$ 375,000	\$ 390,000	\$ 400,000	\$ 2,200,000
Total Expenditures	\$ 330,000	\$ 345,000	\$ 360,000	\$ 375,000	\$ 390,000	\$ 400,000	\$ 2,200,000
Revenue Sources:							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)	\$ 30,000	\$ 65,000	\$ 100,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 570,000
REET 2 (Pub. Works Capital)	\$ 300,000	\$ 250,000	\$ 200,000	\$ 150,000	\$ 125,000	\$ 125,000	\$ 1,150,000
TIB Grant Revenue							
Grant Revenue (TBD)							
Total Revenues	\$330,000	\$315,000	\$300,000	\$275,000	\$250,000	\$250,000	\$1,720,000
General Fund Impacts:	-	\$ 30,000	\$ 60,000	\$ 100,000	\$ 140,000	\$ 150,000	\$ 480,000

T-2 – Citywide Traffic Safety Program (TIP No. 9)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan

Transportation Element

Project A-3



Project Description: This program is an annual review and safety assessment of existing facilities, evaluating the need to install miscellaneous signage, crosswalks, lighting and pavement markings. Other improvements may include: pedestrian landing pads and/or shelters for school bus stops, bus turnouts / pull-outs, improved traffic signage, flashing beacons, sidewalks, or improvements as needed to resolve other miscellaneous safety hazards that are identified.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **T.XI:** Protect the livability and safety of residential neighborhoods from the adverse impacts of the automobile.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Neighborhood traffic calming projects, safety projects and reconstruction of ADA deficiencies.

Total 6-Year Project Budget: \$300,000

Funding Source:

- School Zone Camera Fees

Critical Milestones:

- Annual allocation for utilizing funds for pedestrian improvement projects, as well as identified pedestrian safety issues that arise.

T-2							
Citywide Traffic Safety Program (TIP No. 9)							
Total Project Budget:	\$ 300,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design & Construction	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Total Expenditures	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Revenue Sources:							
Grant Revenue							
School Zone Camera Fees	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Total Revenues	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
General Fund Impacts:	-	-	-	-	-	-	-

T-3 – Interurban Trail Phase III, Connection Feasibility Study (TIP No. 7)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan

Transportation Element

Project S-3



Project Description: The western section of Edgewood’s Interurban Trail has been completed for several years, but the eastern portion traverses much more difficult terrain riddled with various environmentally sensitive areas. This project will gather topographic survey data and evaluate conceptual design of the remaining segment, determine whether or not tunnel design is feasible, and review geotechnical components of the future project.

Applicable Comprehensive Plan Goals –

- **T.III:** Provide clear and identifiable systems of walkways, sidewalks and trails.
- **T.V:** Promote programs to encourage carpooling, transit and non-motorized transportation.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **T.XII:** Develop transportation solutions that align with the state and multi-county policies that protect the environment.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: Increase non-motorized transportation capacity within Edgewood in order to alleviate impacts associated with increased traffic demands. Provide vital connection between the Cities of Milton, Fife, Pacific and Auburn.

Total 6-Year Project Budget: \$100,000

Funding Source:

- Real Estate Excise Taxes

Critical Milestones:

- 2022 - Study initiation and completion

T-3

Interurban Trail Phase III, Connection Feas. Study (TIP No. 7)

Total Project Budget:	\$ 100,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 100,000						\$ 100,000
Construction							
Total Expenditures	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Revenue Sources:							
Grant Revenue (TBD)							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)	\$ 100,000						\$ 100,000
Total Revenues	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
General Fund Impacts:	-	-	-	-	-	-	-

T-4 – Chrisella Road East Safety Improvements (TIP No. 5)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan

Transportation Element

Project R-10



Project Description: As described in the current Comprehensive Plan, this project will “improve pavement markings, signage, lighting, sight distance; improve intersection with 48th Avenue East and consider installation of traffic calming measures”. All-way stop control has already been established at the intersection with 48th Street East per Resolution 18-0405. The budget contained herein includes safety improvements between 36th St E and 48th St E through recently-awarded WSDOT HSIP grant funding, as well as future work needed for retaining wall and guardrail upgrades / repair between 48th Street East and Karshner Road East.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **T.XI:** Protect the livability and safety of residential neighborhoods from the adverse impacts of the automobile.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Chrisella is a well-established bypass for southbound SR-161 traffic. Steep topography and narrow sections of roadway limits driver sight distance. With no sidewalks, pedestrian capacity is very limited.

Total 6-Year Project Budget: \$7,595,000

Funding Sources:

- Traffic Impact Fees
- Grant Revenue
- Real Estate Excise Taxes

Critical Milestones:

- 2021/2022 – HSIP Grant Work
- 2024 – Planning/Design (south of 48th)
- 2027 – Construction (south of 48th)

T-4							
Chrisella Road East Safety Improvements (TIP No. 5)							
Total Project Budget:	\$ 7,595,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 125,000		\$ 450,000				\$ 575,000
Construction	\$ 1,050,000					\$ 5,970,000	\$ 7,020,000
Total Expenditures	\$ 1,175,000	\$ -	\$ 450,000	\$ -	\$ -	\$ 5,970,000	\$ 7,595,000
Revenue Sources:							
Grant Revenue (WSDOT/STP)	\$ 1,175,000					\$ 3,582,000	\$ 4,757,000
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)			\$ 270,000				\$ 270,000
Traffic Impact Fees			\$ 180,000			\$ 2,388,000	\$ 2,568,000
Total Revenues	\$1,175,000	\$0	\$450,000	\$0	\$0	\$5,970,000	\$7,595,000
General Fund Impacts:	-	-	-	-	-	-	-

T-5 – Edgewood Drive East Safety Improvements (TIP No. 4)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan

Transportation Element

Project R-4



Project Description:

As described in the current Comprehensive Plan, this project will include “roadway widening, curb, gutter, storm water system and pedestrian walkway.” This budget includes design and construction of said improvements for the entire stretch of Edgewood Drive, from 48th St E south beyond 56th St E. Repair of the intersection at the south end of Edgewood Drive was recently completed (near the City of Sumner boundary), thanks in part to a TIB grant awarded in 2019.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **T.XI:** Protect the livability and safety of residential neighborhoods from the adverse impacts of the automobile.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Edgewood Drive is a well-established bypass for southbound traffic coming out of King County. Steep topography and narrow sections of roadway limits driver sight distance. With no sidewalks, pedestrian capacity is very limited.

Total 6-Year Project Budget: \$10,535,000

Funding Source:

- Real Estate Excise Tax
- Traffic Impact Fees
- Grant Revenue

Critical Milestones:

- 2023 – Design
- 2025 or later – Construction

T-5							
Edgewood Drive Safety Improvements (TIP No. 4)							
Total Project Budget:	\$ 10,535,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design		\$ 535,000					\$ 535,000
Construction				\$ 4,500,000	\$ 5,500,000		\$ 10,000,000
Total Expenditures	\$ -	\$ 535,000	\$ -	\$ 4,500,000	\$ 5,500,000	\$ -	\$ 10,535,000
Revenue Sources:							
Traffic Impact Fees		\$ 214,000		\$ 1,800,000	\$ 2,200,000		\$ 4,214,000
TIB Grant Revenue							
Grant Revenue (STP)				\$ 2,700,000	\$ 3,300,000		\$ 6,000,000
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)		\$ 321,000					\$ 321,000
Total Revenues	\$0	\$535,000	\$0	\$4,500,000	\$5,500,000	\$0	\$10,535,000
General Fund Impacts:	-	-	-	-	-	-	-

T-6 – Transportation Engineering / Plan Support

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan Transportation Element Project A-1



Project Description: Annual program to maintain/update pavement management system, road standards and traffic model.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VIII:** Adequately fund the transportation system to meet current and future capital, maintenance and operational needs.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: Due to limited in-house staffing, on-call transportation engineering services are needed.

Total 6-Year Project Budget: \$300,000

Funding Source:

- **General Fund**

Critical Milestones:

- Annual funding for necessary transportation analysis.

T-6							
Transporation Engineering / Plan Support							
Total Project Budget:	\$ 300,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Master Plan							
Design	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Right of Way							
Construction							
Total Expenditures	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Revenue Sources:							
TIB Grant Revenue							
Grant Revenue							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund Impacts:	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

T-7 – Meridian Avenue East / 32nd Street East Intersection Improvements (TIP No. 1)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan Transportation Element

Project R-8



Project Description: As described in the current Comprehensive Plan, this project will install a signal and make ADA upgrades at the intersection. This intersection is the only one currently identified as failing in the City's concurrency model without signalization, operating at a Level of Service (LOS) of F due to westbound movement delays. There are several dozen residents to the west that must use this un-signalized intersection as their only means of access. Also, existing utility poles located on the corners make right-turn movements difficult from Meridian to 32nd in each direction.

An Intersection Evaluation was started in 2019, and the preliminary results indicate a two-lane roundabout may be required, having a significantly increased cost. Further review is underway (see *Project T-8*) and recommendations will be evaluated before any project is implemented.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **T.XI:** Protect the livability and safety of residential neighborhoods from the adverse impacts of the automobile.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Must coordinate with WSDOT on appropriate solution, particularly as this intersection is within ¼-mile of another signal.

Total 6-Year Project Budget: TBD

Funding Sources:

- Real Estate Excise Taxes (REET)
- Traffic Impact Fees
- Grant Revenue (TBD)

Critical Milestones:

- TBD

T-7

Meridian / 32nd Intersection Improvements (TIP No. 1)

Total Project Budget:	\$	-						
Phase	6-Year Projected Plan						Projected 6-Year	
	2022	2023	2024	2025	2026	2027		
Project Expenditures:								
Design								
Right of Way								
Construction								
Total Expenditures	\$	-	\$	-	\$	-	\$	-
Revenue Sources:								
TIB Grant Revenue								
Grant Revenue (TBD)								
School Zone Camera Fees								
REET 1 (Gen. Fund Capital)								
REET 2 (Pub. Works Capital)								
Traffic Impact Fund								
Total Revenues		\$0		\$0		\$0		\$0
General Fund Impacts:		-		-		-		-

T-8 – Meridian Avenue East Preliminary Design (TIP No. 2)

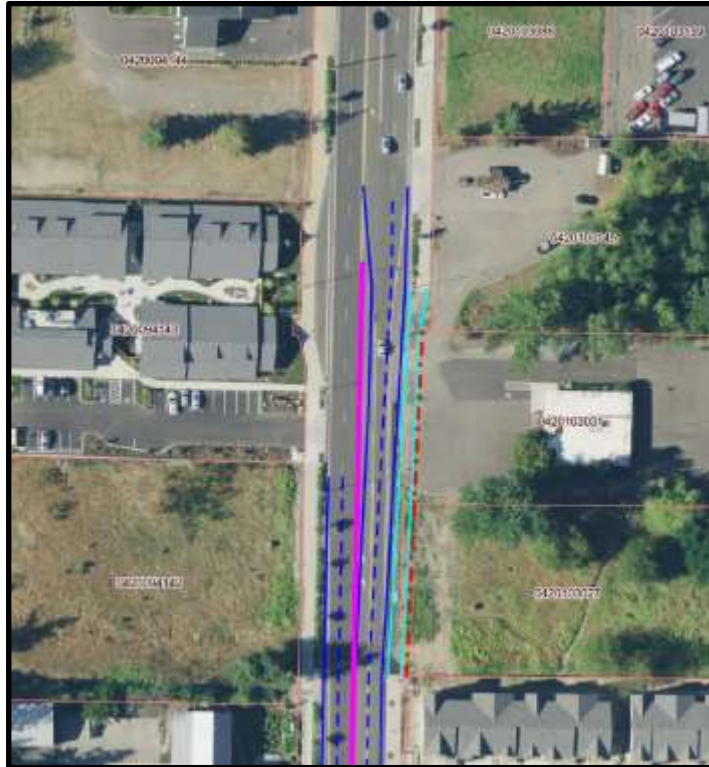
Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan Transportation Element Project S-1



Project Description: As described in the current Comprehensive Plan, this project will be a “Complete corridor study and preliminary design of 3-lane cross-section and supporting intersection treatments” between 24th Street East and 36th Street East. However, the current regional transportation plan indicates WSDOT plans to extend the 5-lane cross-section from its current terminus at 24th to 36th, but funding for this work has been delayed by the legislature to the year 2035 and beyond.

An access management study was completed by the City in 2020, as there are additional safety concerns along the segment of Meridian Ave E south of 36th St E. The City is interested in closely coordinating efforts with WSDOT on improving this corridor without duplicating efforts or creating conflicts.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VIII:** Adequately fund the transportation system to meet current and future capital, maintenance and operational needs.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.

Service Impact: Evaluating AM-peak northbound capacity and PM-peak southbound capacity, coordinating with WSDOT on regional network impacts and local access needs.

Total 6-Year Project Budget: \$455,000

Funding Sources:

- Traffic Impact Fees
- Real Estate Excise Taxes

Critical Milestones:

- 2022 – Design / Planning

T-8							
Meridian Ave E. Preliminary Design (TIP No. 2)							
Total Project Budget:	\$ 455,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 455,000						\$ 455,000
Right of Way							
Construction							
Total Expenditures	\$ 455,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 455,000
Revenue Sources:							
Grant Revenue (TBD)							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)	\$ 91,000						\$ 91,000
REET 2 (Pub. Works Capital)							
Traffic Impact Fund	\$ 364,000						\$ 364,000
Total Revenues	\$455,000	\$0	\$0	\$0	\$0	\$0	\$455,000
General Fund Impacts:	-	-	-	-	-	-	-

T-9 – Citywide Pedestrian Mobility and Safety Improvements (TIP No. 8)

Fund:

General Fund

Project Category:

Transportation

Comprehensive Plan Transportation Element Projects N-2, N-3, N-10



Project Description: This project attempts to address several of the projects listed in the current Comprehensive Plan, addressing various high priority pedestrian-oriented improvements. The City has received grant funding under this project from the Transportation Improvement Board (TIB) to complete gaps in the existing sidewalk network in the vicinity of 24th Street East and Meridian Avenue East, connecting recent developments with existing infrastructure along the Meridian Avenue East (SR-161) corridor.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.III:** Provide clear and identifiable systems of walkways, sidewalks and trails.
- **T.V:** Promote programs to encourage carpooling, transit and non-motorized transportation.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.

Service Impact: Separate pedestrians from vehicular traffic in the busy town center corridor.

Total 6-Year Project Budget: \$450,000

Funding Sources:

- School Zone Camera Fees
- Traffic Impact Fees

Critical Milestones:

- 2022+ - Identify high-priority locations

T-9

Citywide Pedestrian Mobility and Safety Improvements (TIP No. 8)

Total Project Budget:	\$ 450,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
Right of Way							
Construction	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 360,000
Total Expenditures	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
Revenue Sources:							
TIB Grant Revenue							
WSDOT Grant Revenue							
School Zone Camera Fees	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 360,000
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Traffic Impact Fund	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
Total Revenues	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$450,000
General Fund Impacts:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

T-10 – Meridian Parallel Road Network Construction (TIP No. 11)

Fund:

General Fund

Project Category:

Transportation



Project Description: In an effort to encourage development of the overall Meridian Corridor, this project will annually review and identify critical segments of the Parallel Road Network for design and construction. This will help facilitate access and circulation along the corridor, in turn improving mobility and safety. At this time, the following priority segments have been identified:

- MCE-2: 104th Ave E (8th St E to 10th St E)
- MCE-7: 104th Ave E (16th St E to 18th St E)
- MCE-16: 106th Ave E (32nd St E to 36th St E)

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.II:** Develop a transportation system that enhances the delivery and transport of goods and services.
- **T.IV:** Support improved transit coverage and service throughout the region to improve mobility options for Edgewood.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.

Service Impact: Improves the movement of people and freight through the Meridian corridor by providing managed access to adjacent property.

Total 6-Year Project Budget: \$8,020,000

Funding Sources:

- Traffic Impact Fees
- Real Estate Excise Taxes

Critical Milestones:

- 2022 – Begin design/construction

T-10							
Meridian Parallel Road Network Constr. - Various Seg's (TIP No. 11)							
Total Project Budget:	\$ 8,020,000						
	<i>Focus on MCE-2 (\$2.55M), MCE-7 (\$1.67M), and MCE-16 (\$3.1M)...</i>						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 200,000	\$ 200,000	\$ 200,000	\$ 100,000			\$ 700,000
Right of Way							
Construction	\$ 750,000	\$ 2,500,000	\$ 2,500,000	\$ 1,570,000			\$ 7,320,000
Total Expenditures	\$ 950,000	\$ 2,700,000	\$ 2,700,000	\$ 1,670,000	\$ -	\$ -	\$ 8,020,000
Revenue Sources:							
TIB Grant Revenue							
Grant Revenue (TBD)							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)	\$ 380,000						\$ 380,000
REET 2 (Pub. Works Capital)		\$ 350,000	\$ 350,000	\$ 350,000			\$ 1,050,000
Traffic Impact Fund	\$ 570,000	\$ 1,620,000	\$ 1,620,000	\$ 1,002,000			\$ 4,812,000
Total Revenues	\$ 950,000	\$ 1,970,000	\$ 1,970,000	\$ 1,352,000	\$ -	\$ -	\$ 6,242,000
General Fund Impacts:	\$ -	\$ 730,000	\$ 730,000	\$ 318,000	\$ -	\$ -	\$ 1,778,000

T-11 – Meridian / Emerald Signal Improvements (TIP No. 12)

Fund:

General Fund

Project Category:

Transportation



Project Description: Add mast arms and improve vehicle detection to all non-split phasing of traffic movements.

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.II:** Develop a transportation system that enhances the delivery and transport of goods and services.
- **T.IV:** Support improved transit coverage and service throughout the region to improve mobility options for Edgewood.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.

Service Impact: Improves the movement of people and freight through the Meridian corridor by correcting a Level of Service deficiency.

Total 6-Year Project Budget: \$350,000

Funding Sources:

- Traffic Impact Fees

Critical Milestones:

- 2022 – Construction

T-11							
Meridian / Emerald Signal Improvements (TIP No. 12)							
Total Project Budget:	\$ 350,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design							
Right of Way							
Construction	\$ 350,000						\$ 350,000
Total Expenditures	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Revenue Sources:							
TIB Grant Revenue							
Grant Revenue							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Traffic Impact Fund	\$ 350,000						\$ 350,000
Total Revenues	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
General Fund Impacts:	-	-	-	-	-	-	-

T-12 – 36th Street East Walkway Extension (TIP No. 13)

Fund:

General Fund

Project Category:

Transportation



Project Description: Design and construct a separated pedestrian pathway along 36th Street East, connecting the existing walkway that terminates at 110th Ave E to the proposed Community Park at Meridian Ave E. **An application was recently made to the Transportation Improvement Board for grant funding in 2022.**

Applicable Comprehensive Plan Goals –

- **T.I:** Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity. Improve the operating efficiency of the existing system and maintain the capacity to adequately serve present and future travel demand.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.

Service Impact: Provides a continuous separated pedestrian walkway through a short gap encumbered by critical areas.

Total 6-Year Project Budget: \$735,100

Funding Sources:

- TIB Grant Revenues
- Traffic Impact Fees

Critical Milestones:

- 2022 – Design
- 2023 – Construction

T-12							
36th Street East Walkway Extension (TIP No. 13)							
Total Project Budget:	\$ 735,100						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 84,800						\$ 84,800
Right of Way							
Construction		\$ 650,300					\$ 650,300
Total Expenditures	\$ 84,800	\$ 650,300	\$ -	\$ -	\$ -	\$ -	\$ 735,100
Revenue Sources:							
TIB Grant Revenue	\$ 67,840	\$ 520,240					\$ 588,080
Grant Revenue (TBD)							
School Zone Camera Fees							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							\$ -
Traffic Impact Fund	\$ 16,960	\$ 130,060					\$ 147,020
Total Revenues	\$ 84,800	\$ 650,300	\$ -	\$ -	\$ -	\$ -	\$ 735,100
General Fund Impacts:	-	-	-	-	-	-	-

Parks

P-1 – Interurban Trail Phase III Design and Construction

Fund:

General Fund

Project Category:

Parks and Recreation

Parks, Recreation and

Open Space Plan

Project P-1



Project Description: Phase III involves the development of the Interurban Trail east of 114th Avenue East to West Valley Highway, in coordination with Transportation Project T-3 (feasibility assessment). This Phase of the Trail will be constructed in segments due to the environmental and geotechnical challenges the location presents. Some of the more challenging elements include steep slopes, Jovita Creek, a bridge, a collapsed tunnel and switchbacks to reach the valley floor below. An alternate alignment along Jovita Boulevard will also be considered, aligning with recent work in the City of Pacific along Stewart Road under SR 167. **Please note that current Park Impact Fee revenues alone are not adequate to fully fund this project.**

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **T.III:** Provide clear and identifiable systems of walkways, sidewalks and trails.
- **T.V:** Promote programs to encourage carpooling, transit and non-motorized transportation.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **PR.VI:** Build an interconnected system of multi-purpose, non-motorized paths and trails throughout the City that provides access to community facilities and regional transportation networks.

Service Impact: This project is needed to progress toward the level-of-service identified in the Comprehensive Plan.

Total 6-Year Project Budget: \$6,500,000

Funding Source:

- **Park Impact Fees**

Critical Milestones:

- 2023—ROW Survey & Certification
- 2023/2024—Design Phase
- 2024+ — Construction Phase

P-1							
Interurban Trail Phase III Design / Construction							
Total Project Budget:	\$6,500,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Feasibility							
ROW/Environmental							
Design		\$ 200,000					\$ 200,000
Construction			\$ 6,300,000				\$ 6,300,000
Total Expenditures	\$ -	\$ 200,000	\$ 6,300,000	\$ -	\$ -	\$ -	\$ 6,500,000
Revenue Sources:							
Grant Revenue							
Capital Parks Reserves							
Park Impact Fee		\$ 200,000	\$ 6,300,000				\$ 6,500,000
Total Revenues	\$0	\$200,000	\$6,300,000	\$0	\$0	\$0	\$6,500,000
General Fund Impacts:	-	-	-	-	-	-	-

P-2 – Miscellaneous Park Improvements

Fund:

General Fund

Project Category:

Parks and Recreation

**Parks, Recreation and
Open Space Plan****Project P-9**

Project Description: Miscellaneous improvements and repairs will be made to existing parks, including parking areas, restrooms and shelters.

Applicable Comprehensive Plan Goals –

- **CC.IV:** Protect and enhance Edgewood's cultural, scenic, historical and natural attributes.
- **PR.I:** Provide efficient and effective management of parks resources.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.IV:** Ensure park lands and facilities that are actively used by community members are safe and accessible.
- **PR.V:** Protect and manage natural areas for the enjoyment of current and future generations.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.

Service Impact: Improvements and repairs are necessary to maintain ongoing usability of existing parks.

Total 6-Year Project Budget: \$150,000

Funding Source:

- General Fund
- Non-Profit Donations

Critical Milestones:

- Annually – Park Needs Evaluated at the Start of Each Year.

P-2							
Miscellaneous Park Improvements							
Total Project Budget:	\$150,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Masterplan							
Design							
Construction	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
Total Expenditures	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
Revenue Sources:							
RCO Grant Revenue							
Grant Revenue							
Capital Parks Reserves							
Park Impact Fee							
REET1							\$ -
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund Impacts:	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000

P-3 – Edgewood Multi-Modal Trail Loop (8th Street East / 122nd Avenue East / 24th Street East)

Fund:

General Fund

Project Category:

Parks and Facilities

Parks, Recreation and

Open Space Plan

Project P-4



Project Description: As described in the adopted Parks, Recreation and Open Space Plan, this project will “Construct a safe route for pedestrians and bicyclists from Meridian Ave N and 8th St E, to 8th St E and 122nd Ave E, to 122nd Ave E and 24th St E, to 24th St E and Meridian Ave N.”

Applicable Comprehensive Plan Goals –

- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **T.III:** Provide clear and identifiable systems of walkways, sidewalks and trails.
- **T.V:** Promote programs to encourage carpooling, transit and non-motorized transportation.
- **T.VII:** Minimize transportation conflicts to ensure safety.
- **PR.VI:** Build an interconnected system of multi-purpose, non-motorized paths and trails throughout the City that provides access to community facilities and regional transportation networks.

Service Impact: Trails have been identified as a needed City resource in order to meet the goals identified within the adopted Comprehensive Plan.

Total 6-Year Project Budget: \$1,860,000

Funding Sources:

- School Zone Camera Fees
- Traffic & Park Impact Fees
- Grant Revenues (*to be determined*)

Critical Milestones:

- 2022 – Complete Design
- 2023+ – Land/Right of Way Acquisition and Construction

P-3							
Edgewood Multi-Modal Trail Loop (8th, 122nd, 24th)							
Total Project Budget:	\$1,860,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Master Plan							
Design	\$ 160,000						\$ 160,000
Construction		\$ 1,700,000					\$ 1,700,000
Total Expenditures	\$ 160,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ 1,860,000
Revenue Sources:							
REET 1 (Gen. Fund Capital)							\$ -
REET 2 (Pub. Works Capital)							\$ -
Grant Revenue (TBD)		\$ 500,000					\$ 500,000
School Zone Camera Fees	\$ 40,000	\$ 140,000					\$ 180,000
Traffic Impact Fee	\$ 32,000	\$ 340,000					\$ 372,000
Park Impact Fee	\$ 50,000	\$ 470,000					\$ 520,000
Total Revenues	\$122,000	\$1,450,000	\$0	\$0	\$0	\$0	\$1,572,000
General Fund Impacts:	\$ 38,000	\$ 250,000	-	-	-	-	\$ 288,000

P-4 – Nelson Farm - Farmhouse Remodel / Evaluation

Fund:

General Fund

Project Category:

Parks and Recreation

Parks, Recreation and Open Space Plan

Project P-10



Project Description: The farmhouse located at the Nelson Farm Park is currently not being used for any purposes. The 1,300 square foot house was built in 1920 and remodeled in 1952.

This project contemplates updating the plumbing and electrical systems and modifying the entrance and restroom for ADA accessibility at the farmhouse. Reroofing the garage and adding a parking area are also being considered. The farmhouse could be used as meeting space for park related groups and/or projects, and also as an information center for future activities at the Nelson Farm Park.

Due to various other projects and delays due to the COVID-19 pandemic, this project was unable to start in 2020 as originally planned.

Applicable Comprehensive Plan Goals –

- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **PR.I:** Provide efficient and effective management of parks resources.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.IV:** Ensure park lands and facilities that are actively used by community members are safe and accessible.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Redevelopment should meet the changing needs in the community and promote safety and accessibility as primary considerations.

Total 6-Year Project Budget: \$55,000

Funding Source:

- Park Impact Fees
- Non-Profit Donations

Critical Milestones:

- 2022 – Evaluation to determine Scope of Work and Budget

P-4							
Nelson Farmhouse Remodel Eval.							
Total Project Budget:	\$55,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Master Plan	\$ 55,000						\$ 55,000
Design							
Construction							
Total Expenditures	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Revenue Sources:							
Grant Revenue							
RCO Grant Revenue							
Park Impact Fee	\$ 55,000						\$ 55,000
Total Revenues	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
General Fund Impacts:	-	-	-	-	-	-	-

P-5 – Nelson Nature Park Rehabilitation

Fund:

General Fund

Project Category:

Parks and Recreation

ADD PICTURE / GRAPHIC

Project Description: This site has experienced tree issues in recent years, with long-standing maples dying and becoming dangerous. An effort was started in 2021 to establish a rehabilitation planting plan, and this project would fund the implementation of this plan, as well as repairing the existing paved walking trails.

Applicable Comprehensive Plan Goals –**NEED TO REVIEW THIS SECTION**

- **CC.IV:** Protect and enhance Edgewood's cultural, scenic, historical and natural attributes.
- **PR.I:** Provide efficient and effective management of parks resources.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.IV:** Ensure park lands and facilities that are actively used by community members are safe and accessible.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Repairing the trails and replanting the natural areas of the park will ensure this park's legacy is retained.

Total 6-Year Project Budget: \$150,000

Funding Source:

- General Fund
- Non-Profit Donations

Critical Milestones:

- 2022 – Construction

P-5							
Nelson Nature Park Rehabilitation							
Total Project Budget:	\$150,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design							
Construction	\$ 150,000						\$ 150,000
Total Expenditures	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Revenue Sources:							
Park Impact Fee							
Capital Parks Reserves							
RCO Grant Revenue							
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund Impacts:	\$ 150,000	-	-	-	-	-	\$ 150,000

P-6 – Citywide Park Land Acquisition

Fund:

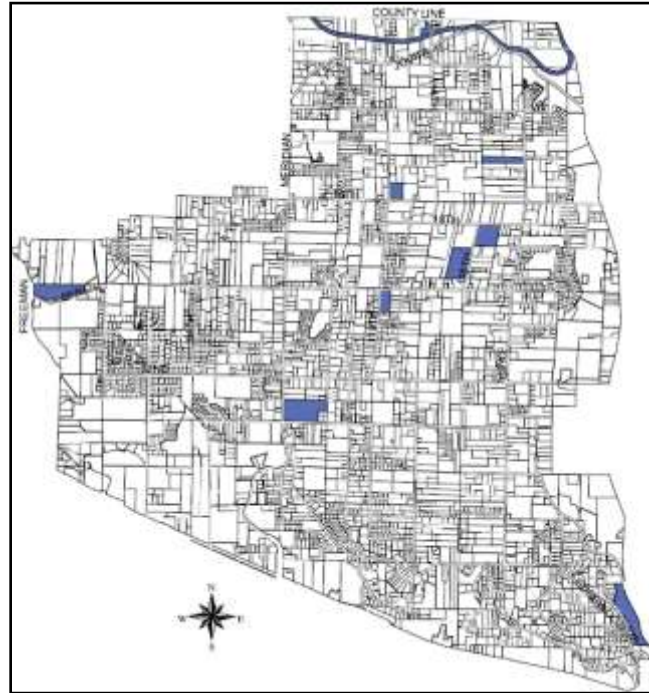
General Fund

Project Category:

Parks and Recreation

Parks, Recreation and Open Space Plan

Project P-11



Project Description: The intent of this project is to plan for the acquisition and preservation of land for future parks and recreational uses in advance of development, in an effort to ensure affordable land prices and a choice of sites. Priority areas identified in the Parks, Recreation and Open Space Plan are “*west of Meridian Ave E and in Sumner Heights.*”

Property owners in Edgewood are encouraged to donate or sell property at a reduced rate to be used for future parks and open space. Land Acquisition identified in the CIP provides funds for future purchases.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **NA.IV:** Protect and enhance fish and wildlife habitat.
- **NA.V:** Minimize risks to people, property and the environment posed by geological and flood hazard areas.
- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.V:** Protect and manage natural areas for the enjoyment of current and future generations.

Service Impact: This project is needed to progress toward the level-of-service identified in the Comprehensive Plan.

Total 6-Year Project Budget: \$300,000

Funding Source:

- Park Impact Fees

Critical Milestones:

- Annual Planning of Land Acquisition Opportunities

P-6							
Land Acquisition							
Total Project Budget:	\$300,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design							
Land Acquisition	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Total Expenditures	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Revenue Sources:							
Conservation Futures							
Grant Revenue							
Surface Water Fees							
Park Impact Fee	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
REET 2 (Pub. Works Capital)							
Capital Parks Reserves							
Total Revenues	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
General Fund Impacts:	-	-	-	-	-	-	-

P-7 – Edgemont Park Improvements

Fund:

General Fund

Project Category:

Parks and Recreation

Parks, Recreation and Open Space Plan

Project P-2



Project Description:

As described in the adopted Parks, Recreation and Open Space Plan, this project will fund “new playground equipment and path connection east along 24th to Nelson Parks”. The path connection would be constructed in coordination with Parks Project P-3: Edgewood Multi-Modal Trail Loop. **This budget includes replacement of the existing, aging playground equipment and minor upgrades to the restroom.** Additional capacity improvements may be considered on the Edgemont Park property, budget dependent.

Applicable Comprehensive Plan Goals –

- **CC.II:** Promote the creation of highly usable public spaces that maintain community character and increase public safety.
- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **PR.I:** Provide efficient and effective management of parks resources.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.IV:** Ensure park lands and facilities that are actively used by community members are safe and accessible.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.

Service Impact: Edgemont Park is one of few active recreation facilities in the City, being the community’s “go-to” gathering spot situated near the Town Center and Edgemont Junior High. As population continues to grow, there is an increasing need for new active recreation opportunities at this site.

Total 6-Year Project Budget: \$275,000

Funding Sources:

- Park Impact Fees (10%)
- Real Estate Excise Taxes (REET)

Critical Milestones:

- 2021/2022 – Design / Construction

Edgemont Park Improvements

Total Project Budget:	\$275,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 25,000						\$ 25,000
Construction	\$ 250,000						\$ 250,000
Total Expenditures	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
Revenue Sources:							
Conservation Futures							
Grant Revenue							
Surface Water Fees							
Park Impact Fee	\$ 25,000						\$ 25,000
REET 2 (Pub. Works Capital)	\$ 250,000						\$ 250,000
Capital Parks Reserves							
Total Revenues	\$275,000	\$0	\$0	\$0	\$0	\$0	\$275,000
General Fund Impacts:	-	-	-	-	-	-	-

P-8 – Mortenson Farm Passive Recreation Trail

Fund:
General Fund

Project Category:
Parks and Recreation

**Parks, Recreation and
Open Space Plan
Project P-5**



Project Description:

As described in the adopted Parks, Recreation and Open Space (PROS) Plan, this project will “construct a loop trail around stormwater facility”. As depicted in the PROS Plan Appendix, the trail would be situated near the existing stream and along the slopes on the perimeter of the property. Connections to nearby residential developments to the north and south are also desired.

As a part of Surface Water Project SW-2, the City has coordinated with the Washington State Department of Transportation (WSDOT) regarding the use of the property as a wetland impact mitigation site for the construction of SR 167 (*Phase 1 construction tentatively begins in 2021*). **Design and construction of the loop trail is set to begin after WSDOT’s work has been completed and the property is returned to the City, which at this time is expected to be sometime around the year 2035.**

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.IV:** Ensure park lands and facilities that are actively used by community members are safe and accessible.
- **PR.V:** Protect and manage natural areas for the enjoyment of current and future generations.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.

Service Impact: Development of this trail will facilitate public access to existing City-owned property and provide a nature escape for nearby residents.

Total 6-Year Project Budget: N/A

Funding Sources:

- Park Impact Fees

Critical Milestones:

- 2035 – Property Returned
- 2035+ – Design / Construction

P-8							
Mortenson Farm Trail							
Total Project Budget:	\$0						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design						\$ -	\$ -
Construction						\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Sources:							
Conservation Futures							
Grant Revenue							
Surface Water Fees							
Park Impact Fee						\$ -	\$ -
REET 2 (Pub. Works Capital)							
Capital Parks Reserves							
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund Impacts:	-	-	-	-	-	-	-

P-9 – Wolf Point Passive Recreation Trail

Fund:

General Fund

Project Category:

Parks and Recreation

Parks, Recreation and Open Space Plan

Project P-8



Project Description:

As described in the adopted Parks, Recreation and Open Space (PROS) Plan, this project will “construct a trail through the plat between 36th St E and the southern City limits.” The Wolf Point project received Preliminary Subdivision approval in March 2019, Site Development construction started in 2021, and trail construction is expected in 2022.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **CC.IV:** Protect and enhance Edgewood’s cultural, scenic, historical and natural attributes.
- **PR.III:** Develop a parks, recreation and open space system that builds on existing strengths and serves all residents of the community.
- **PR.IV:** Ensure park lands and facilities that are actively used by community members are safe and accessible.
- **PR.V:** Protect and manage natural areas for the enjoyment of current and future generations.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.

Service Impact: Development of this trail will provide a nature escape for nearby residents and connectivity from the valley to the plateau.

Total 6-Year Project Budget: \$450,000

Funding Sources:

- Park Impact Fees
- *Developer Contribution?*

Critical Milestones:

- 2022 – Design / Construction

P-9							
Wolf Point Trail							
Total Project Budget:	\$450,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 75,000						\$ 75,000
Construction	\$ 375,000						\$ 375,000
Total Expenditures	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Revenue Sources:							
Conservation Futures							
Grant Revenue							
Surface Water Fees							
Park Impact Fee	\$ 450,000						\$ 450,000
REET 2 (Pub. Works Capital)							
Capital Parks Reserves							
Total Revenues	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
General Fund Impacts:	-	-	-	-	-	-	-

Sanitary Sewer

SS-1 – General Sewer Plan Update (Sanitary Sewer Comprehensive Plan)

Fund:

Sewer Fund

Project Category:

Sanitary Sewer



Project Description:

The General Sewer Plan (GSP) was adopted by Council in 2007 and construction was completed for a large portion of the Phase I Sewer System through LID No. 1 in 2011. In 2019 the Council approved a contract with Gray & Osborne to update the GSP.

This project will update the GSP to reflect the actual project that was constructed and plan for future expansion of Phase II and Phase III. *The budget presented herein represents the anticipated remaining cost.*

Applicable Comprehensive Plan Goals –

- **NA.II:** Protect and enhance water quality.
- **LU.III:** Promote development that respects and preserves the natural environment.
- **CC.IV:** Protect and enhance Edgewood's cultural, scenic, historical and natural attributes.
- **H.I:** Ensure new housing development supports City and regional growth plans.
- **U.I:** Ensure the location and design of utility facilities meets the community's needs.
- **U.II:** Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.
- **U.III:** Work with regional partners to address regional utility issues.
- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.

Service Impact: Future development in the City is limited by the lack of wastewater facilities.

Total 6-Year Project Budget: \$30,000

Funding Source:

- Capital Sewer Fund

Critical Milestones:

- 2019 to 2022 – Plan Update

SS-1							
General Sewer Plan Update							
Total Project Budget:	\$30,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Plan Update	\$ 30,000						\$ 30,000
Total Expenditures	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Revenue Sources:							
Grant Revenue							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)							
Sewer Fees	\$ 30,000						\$ 30,000
Total Revenues	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
General Fund Impacts:	-	-	-	-	-	-	-
Total Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0

SS-2 – Wetland Mitigation - Northwood Elementary School Mitigation Site (LID No. 1)

Fund:
Sewer Fund

**Project
Category:**
Sewer



Project Description:

The Sanitary Sewer LID #1 project included the placement of a sewer line through a wetland buffer near Northwood Elementary School, located on property owned by the Puyallup School District. As a result of the line placement, some unavoidable impacts to wetland buffers occurred.

As a significant amount of time has passed since the LID #1 project, the wetland area has been re-evaluated for impacts and mitigation needs, and staff anticipates coordination with a private developer on satisfying this long-standing obligation.

Applicable Comprehensive Plan Goals –

- **NA.I:** Protect and enhance the natural environment for the benefit of current and future generations.
- **NA.II:** Protect and enhance water quality.
- **NA.IV:** Protect and enhance fish and wildlife habitat.
- **LU.III:** Promote development that respects and preserves the natural environment.
- **CC.IV:** Protect and enhance Edgewood's cultural, scenic, historical and natural attributes.
- **U.I:** Ensure the location and design of utility facilities meets the community's needs.
- **U.II:** Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.

Service Impact: Project was a result of impacts associated with the original construction of the Sewer system. Mitigation is required in order to compensate for project impacts on an existing wetland buffer.

Total 6-Year Project Budget: \$55,000

Funding Source:

- Capital Sewer Fund

Critical Milestones:

- 2021 – Evaluation / Coordination
- 2022 – Installation (*by developer*)

SS-2							
Wetland Mitigation - Northwood Elementary (LID No. 1)							
Total Project Budget:	\$55,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design							
Construction	\$ 55,000						\$ 55,000
Total Expenditures	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Revenue Sources:							
Developer Fees							
Grant Revenue							
LID Costs							
Sewer Fees	\$ 55,000						\$ 55,000
Total Revenues	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
General Fund Impacts:	-	-	-	-	-	-	-

Public Facilities

PF-1 – Citywide Information Technology (IT) / Security Upgrades

Fund:

General Fund

Project Category:

Capital / Public Facilities



Project Description: Upgrade security and communications infrastructure at City Hall and park facilities. Project may include, but is not limited to, installation of security cameras, wireless internet access (public Wi-Fi), remote access locks, intelligent lighting, and variable message signs.

Applicable Comprehensive Plan Goals –

- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.IV:** Design and locate capital facilities with features and characteristics that support the environment, energy efficiency, aesthetics, technological innovation, cost-effectiveness and sustainability.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Infrastructure at City Hall and park facilities is in need of updates and improvements, and additional security measures are necessary to protect the properties.

Total 6-Year Project Budget: \$150,000

Funding Sources:

- Real Estate Excise Taxes (REET)

Critical Milestones:

- 2021/2022 – Design / Identify Needs
- 2022-2024 - Construction

PF-1							
Citywide IT/Security Upgrades							
Total Project Budget:	\$150,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design							
Construction	\$ 50,000	\$ 50,000	\$ 50,000				\$ 150,000
Total Expenditures	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 150,000
Revenue Sources:							
Developer Fees							
Grant Revenue							
REET 1 (Gen. Fund Capital)	\$ 50,000	\$ 50,000	\$ 50,000				\$ 150,000
REET 2 (Pub. Works Capital)							
Total Revenues	\$50,000	\$50,000	\$50,000	\$0	\$0	\$0	\$150,000
General Fund Impacts:	-	-	-	-	-	-	-

PF-2 – Civic Center Campus Improvements

Fund:
General Fund

Project Category:
Capital / Public Facilities



Project Description: Constructed in 2009, the Civic Center Campus has been home to City Hall and gravel walking trails. In recent years, City Hall has reached staffing capacity, and the grounds are in need of improvements. This project will evaluate and investigate potential improvements, initiate some design work, and prepare for work in future years. Some needs already identified include security fencing for the police department, landscape vegetation management and revisions, and expansion of indoor office spaces.

Applicable Comprehensive Plan Goals –

- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.IV:** Design and locate capital facilities with features and characteristics that support the environment, energy efficiency, aesthetics, technological innovation, cost-effectiveness and sustainability.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: Originally built over 10 years ago, the campus is in need of aesthetic updates and improved public engagement opportunities.

Total 6-Year Project Budget: TBD
(Up to \$150,000 for initial investigations, projects and design work)

Funding Sources:

- Real Estate Excise Taxes (REET)

Critical Milestones:

- 2021 – Initial investigations and design
- 2022 – Initial projects

PF-2							
Civic Center Campus Improvements							
Total Project Budget:	TBD						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ -	TBD	TBD	TBD	TBD	TBD	\$ -
Construction	\$ 150,000	TBD	TBD	TBD	TBD	TBD	\$ 150,000
Total Expenditures	\$ 150,000	TBD	TBD	TBD	TBD	TBD	TBD
Revenue Sources:							
Developer Fees							
Grant Revenue							
REET 1 (Gen. Fund Capital)	\$ 150,000	TBD	TBD	TBD	TBD	TBD	\$ 150,000
REET 2 (Pub. Works Capital)							
Total Revenues	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
General Fund Impacts:	-	-	-	-	-	-	-

PF-3 – Public Works Service Facility

Fund:

General Fund

Project Category:

Capital / Public Facilities



Project Description:

The City of Edgewood has historically relied on Pierce County Public Works crews to perform any and all functions needed. With a rapidly growing population and increased demand for quick response, the City needs a local public works yard. In 2018 the City acquired property adjacent to the City Hall campus to serve as an interim yard, having an existing secured outdoor storage area and small garage. The Public Works Department anticipates outgrowing this location in the near future.

To operate most efficiently, the Public Works Department envisions a permanent facility that is laid out similarly to the Mountain View – Edgewood Water Company's site (pictured above). The goal is to evaluate candidate sites for a permanent facility by early 2022. While the northeast corner of the 36th & Meridian Park property has been looked at, since it is already owned by the City, other sites are also being considered.

\$100,000 is the proposed budget for 2022 to complete site evaluations and prepare a preliminary facility design.

Applicable Comprehensive Plan Goals –

- **CF.I:** Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.
- **CF.II:** Provide adequate capital facilities that address past deficiencies, meet the needs of growth and enhance the quality of life through acceptable levels of service.
- **CF.III:** Ensure that planned capital facilities are financially feasible.
- **CF.IV:** Design and locate capital facilities with features and characteristics that support the environment, energy efficiency, aesthetics, technological innovation, cost-effectiveness and sustainability.
- **CF.V:** Maintain capital facilities so that they are reliable, functional, safe, sanitary, clean, attractive and financially sustainable.

Service Impact: As the City's population grows, the need for local Public Works operations increases. Developing this long-term solution is critical to maintaining a high level of service.

Total 6-Year Project Budget: TBD

Funding Sources:

- Real Estate Excise Taxes (REET)
- General Funds

Critical Milestones:

- 2022 – Evaluate Site(s), Design
- 2023+ – Construction

PF-3							
Public Works Service Facility							
Total Project Budget:	\$100,000						
Phase	6-Year Projected Plan						Projected 6-Year
	2022	2023	2024	2025	2026	2027	
Project Expenditures:							
Design	\$ 100,000						\$ 100,000
Construction		TBD					\$ -
Total Expenditures	\$ 100,000	TBD	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Revenue Sources:							
PWTF Loan		TBD					\$ -
Grant Revenue							
REET 1 (Gen. Fund Capital)							
REET 2 (Pub. Works Capital)	\$ 100,000						\$ 100,000
Total Revenues	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
General Fund Impacts:	-	-	-	-	-	-	-



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Emergency AM/FM Radio Transmitter	Agenda Item #: 2.E
	For Agenda of: 10/19/2021
	Prepared by: Matthew Ray
Attachments (list): 1. Edgewood WA RS-IP v1a 9-21	
Approval of Materials: Matthew Ray Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinger 10/14/2021	Expenditure Required: \$23,064 plus freight, tax and any options desired Amount Budgeted: Not budgeted Timeline:

Summary Statement:

Staff were able to reach out to the vendor and obtain a quote for an Emergency AM/FM Radio Transmitter. Please see the attached quote.

This same type of system is used by:

Fort Lewis/McChord

City of Tacoma (owns the system and is maintaining its FCC licensing but is not currently in use).

Pierce County in Puyallup and Orting

City of Enumclaw

Mount Rainier National Park

Vashon Island

City of Sammamish

DOT

Cowlitz County

- The system requires FCC licensing that is valid for ten years.
- It can be used for both disasters and city events.
- The quote includes a fixed antenna and a portable antenna. The unit itself is portable.
- The system is able to do live broadcasts or to play a pre-recorded message.

Item History:

SS - 9-21-2021

Recommended Action:

Hold a discussion and provide staff direction to Discussion – Emergency AM/FM Radio Transmitter

Fiscal Note/Consideration:



RadioSTAT Portable Emergency Advisory Radio Station - IP & USB Editions

☐ Quote ☐ Estimate ☐ Proforma Invoice		☒ IP Edition ☒ USB Edition		Quote #		Date	
Author				Reference #			
Email / Phone				Contact			
Comments:				Agency			
				Ship Address			
				Mail Address			
				Phone			
				Email			

Quotations are valid for 180 days from quotation date.

Services *				
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Taxable items are checked, on right. If you feel we have not charged at the appropriate sales tax rate for your location, please advise prior to ordering.. If we do not collect applicable taxes, you might be required to remit them directly to your state government as "use tax." Unless one is on file already, we will send you a "State Tax Info Form" for you to complete and submit after your order is received.			<i>Subtotal</i>	
			<i>Packaging and Handling</i>	
			<i>Freight</i>	
			<i>State Sales Tax %</i>	
			<i>Grand Total</i>	

Quotations are valid for 180 days from quotation date.

Footnote

(*) **Services:** (a) **Frequency Planning Package** includes Frequency Search and Signal Monitor Radio Receiver. (b) **The FCC License** includes the engineering study, FCC filing and FCC-required construction notification, as well as tracking, changes, temporary test licenses and notifications. (A FCC license is required for 10-watt Information Stations, except for federal agencies, which obtain an authorization separately thru their agencies.) (c) **Transmitter Site Preparation Package** typically includes connection to services, installation of coaxial cables, cabinets, groundplanes, conduits and excavation. (d) **The Electronics Installation Package** typically includes installation, tuning and testing of electronics. (e) **The Training and FCC Signal Intensity Survey** typically include FCC-required signal documentation, complete staff training, certification and customer materials. Unless otherwise specified, the buyer is responsible for providing telephone, network, leased line or other services to the site. (f) **Required Services:** life-time remote technical assistance for product operation, maintenance and troubleshooting during the life of the equipment. Unless required by the purchase contract, **the following are not included:** wood antenna support poles, ordering of telephone, network, paging, cellphone or other services from third-party providers; connection to customer computer networks; cutting and replacing pavement for buried services installation; restoration of landscaping or yards; securing work permits.

Quotations are valid 180 days from quote date.

Competitive Procurements

Though our products are exclusive, you might not be able to purchase from us on a sole-source basis. However, a full-fledged request for quotes/bids might not be necessary, if your local agency is part of the H-GAC Buy plan. That's because H-GAC Buy has already solicited our bid and awarded us a contract. Your agency is afforded the opportunity to reference the awarded contract and step aside a formal procurement of your own. See how to join H-GAC Buy at this link: <https://www.hgacbuy.org/join/become-an-end-user.aspx>.

Notes

We prepay ground freight within the 48 contiguous United States, if the total of the order before tax exceeds \$2,500. Freight to Alaska and Hawaii bears an additional charge. The product is typically available for shipment 30-60 days after we receive your order and the equipment configuration is provided.

Terms for government entities: Net 30 days to government entities and their agents.

Terms for private entities: Payment is required at the time of order or shipment. Check clearance time will apply. Terms may be extended after initial orders.

Payment methods: Check, money order, VISA/MC, wire and electronic funds transfer (EFT). Mastercard/VISA accepted with a 3% fee on orders that exceed \$3,000. We have an automatic one-year parts-and-service warranty for the standard system. Upon delivery, we provide remote phone support (24 hours/7 days a week) for the life of the product. (User-end damage, including lightning strikes and other outside physical damage or misuse, is not covered on our warranty. We do not warrant modifications to the product made by the customer.) Unless specifically stated, quoted pricing does not include custom drawings or special engineering studies, soil/ground testing or the cost or acquisition of local permits required for installation work. It is assumed that these costs are borne by the purchaser unless stated otherwise in writing. Purchases are subject to the "Standard Terms and Conditions" agreement on the next page, which becomes part of the contract.

Standard Terms and Conditions

This document shall be part of any purchase contract with Information Station Specialists, Inc.

Orders

Orders for products and services will be accepted and will be entered for implementation only when configuration information is provided to Information Station Specialists. This information, if not provided by the buyer on the purchase order, is to be provided by the completion and return of special questionnaires sent to the buyer immediately after the order is received. Purchase orders are deemed incomplete and are not accepted until configuration information is received by Information Station Specialists.

Billing

Payment terms by the buyer of Information Station Specialists equipment and services shall be net 30 days (maximum, government buyers only). Information Station Specialists reserves the right to invoice for equipment at the time of delivery and separately for labor at the time of completion. Deliveries of equipment and provision of services may be in stages. Partial billing may occur as the project proceeds. Information Station Specialists reserves the right to postpone or cancel field labor or subsequent equipment shipments in the event that invoices beyond 30 days are unpaid. Net-30 payment terms are independent of any arrangement or contract the buyer has with any other party, including his customer, if any. Credit card orders that exceed \$3,000 are subject to a 3% fee. A 1.5% interest charge shall be levied against invoices not paid within the 30-day period, beginning on the date 30 days have elapsed and monthly on that calendar date, thereafter. Return of components and materials to Information Station Specialists are subject to a 20% restocking fee to cover freight and labor, a cost the purchaser shall bear.

Field Labor

Information Station Specialists reserves the right to invoice for additional field labor and travel-related expenses required of Information Station Specialists technicians due to lack of preparation on the part of the customer or his agents or contractors under his direction. A 30-day minimum lead time is required to schedule field labor.

Submittals

By entering into this agreement, the buyer agrees that Information Station Specialists product specifications are acceptable to him/her as well as to his/her customer, if said product(s) is(are) to be resold.

FCC Licensing

Information Station Specialists cannot guarantee FCC approval of license applications in advance of the such grants. If the buyer elects to build the station in advance of a regular license grant, components that might subsequently require return or modification are subject to additional freight, labor, parts or restocking fees.

Interference

Information Station Specialists is not responsible for signal interference from the environment, including, but not limited to: other radio stations, power line, computer or other communication systems. Signal reception cannot be guaranteed at any location unless a signal test is performed in advance of the provision of equipment and services. In such a case, similar reception can be guaranteed only given the same environmental conditions and equipment configuration present during testing. Important: AM Antennas Installed on/near Buildings: I understand that the installation of an AM antenna on or within 50 feet of other communication systems increases the likelihood of interference to such systems (telephone, computer, radio and other AV systems). The buyer will accommodate or otherwise be responsible for rectifying any resulting interference to these systems.

Agreement

This agreement comprises an order for the aforementioned products and services per our terms and conditions. Please submit in association with or in lieu of a purchase order document.

Organization or Agency Name _____

Your Name & Title _____ Today's Date _____

Local Contact's Name (if different) _____ Phone _____ Email _____

Federal Tax ID Number (if applicable) _____

State Sales Tax Exemption Number (if applicable). Or attach certificate. _____

Shipping Address _____

Purchase Order # (Net 30, Government Agencies Only) _____

Billing Address _____

Credit Card Information: ☐ MasterCard ☐ Visa Credit Card Number _____

Expiration Date _____ 3-Digit Security Number _____ Name on Card _____

Billing Address _____

Warranty and Service Information

Lifetime Product Support

Information Station Specialists provides remote technical support 24 hours a day, 7 days a week, for the life of your Information Station Specialists system.

By telephone: Call 616.772.2300 and press 5, 9 am to 5 pm Eastern Time. After hours, press 8 to page a technician.

By email: Send to info@theRADIOsource.com, 24 hours a day. You will receive a response within 24 hours and/or on the next business day.

For assistance with computer-based audio control systems: Call between the hours of 9 am and 5 pm Eastern Time at 616.772.2300 (and press 5) to have an Information Station Specialists technician work with you live online.

General Warranty

Information Station Specialists, Inc., warrants its new products against defects in workmanship for one year from the date the products are placed into service. Defective components may be returned prepaid to Information Station Specialists for repair or replacement at no charge during the one-year warranty period. Damage that occurs after delivery, such as from lightning or other physical, electrical/digital sources, including improper use or abuse, is not covered by this warranty. The warranty is void should the configuration of components, hardware or software, including the total system, be modified (or modified with respect to the operating environment) subsequent to delivery.

This is the full and complete warranty for new products and services. Information Station Specialists assumes no obligation or liability for additions or modifications to the above warranty unless made in writing and signed by an officer of Information Station Specialists, Inc. Information Station Specialists supplies this warranty in lieu of all other warranties expressed or implied, including warranties of fitness of the product(s) for a particular purpose. In no event shall Information Station Specialists be liable for incidental or consequential damage to the full extent that might be disclaimed by law.

Warranty periods for preowned/reconditioned products, may vary and will be stated on associated quotations.

Certain personal computer components, peripherals and software might have warranties that exceed the one-year Information Station Specialists warranty and might begin on the date of sale, e.g.: Dell-brand computer hardware has a three-year onsite warranty with next-day service.

The Information Station Specialists general warranty may be extended beyond one year for an annual charge.

Service Information

The warranty service location is Zeeland, Michigan, USA.

Service contracts are available after expiration of the warranty period. These contracts provide for prompt repair and replacement of defective components in the field. Please inquire for pricing.

Repair parts may be purchased directly from Information Station Specialists, Inc., maintains a 24-hour access line and 24-hour fax and email service to make contact simple and immediate.

The proposed equipment includes diagnostic equipment operators might use to easily identify defective components. Typically, defective modules are removed by users and sent to Information Station Specialists for immediate replacement or repair.

Technical training may be requested of Information Station Specialists at the time of system installation and/or by calling 616.772.2300 to arrange an appointment.



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance – Impact Fees –Traffic	Agenda Item #: 2.F
	For Agenda of: 10/19/2021
	Prepared by: Jeremy Metzler
Attachments (list): 1. DRAFT 2021 TIF Program (September 2021)	
Approval of Materials: Jeremy Metzler Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidingier 10/14/2021	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 10/19/2021 SS 10/26/2021 RCM PH 11/02/2021 SS 11/09/2021 RCM

Summary Statement:

Pursuant to Chapter 82.02 RCW, the City of Edgewood has adopted a Traffic Impact Fee (TIF) program. As currently codified, TIF's are established and regulated under Edgewood Municipal Code (EMC) Chapter 4.30, and Council passed Ordinance 21-0608 on July 27, 2021, allowing the Council to update the TIF program and fee by ordinance (without the need to amend the EMC). Having been five years since the last review, the City's on-call transportation engineer, Transpo Group, was tasked with updating the Traffic Impact Fee Program underlying Chapter 4.30 EMC, in order to more closely align the impact fee with the City's adopted Capital Improvement Plan, Transportation Improvement Plan, and Capital Facilities element of the Comprehensive Plan.

Attached is the draft program update and fee recommendation for Council's consideration. A public hearing is scheduled at next week's regular meeting to receive public comments on the proposed changes to the Traffic Impact Fee program and associated fee. Council will have another opportunity for discussion at the following study session, with potential action at the following regular meeting.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff guidance regarding Discussion – Ordinance – Impact Fees –Traffic

Fiscal Note/Consideration:

State law allows for cities to collect impact fees from developers, based on the impacts to the city's transportation system directly attributed to increased roadway trips from new development. Impact fees can only be used to fund the projects listed in the current TIF program. As presented in the report, Transpo recommends increasing the current fee from \$4,413 to \$10,725 per peak hour trip. This represents a 143% increase over the current fee, and is generally attributed to the increased cost of development.

CITY OF EDGEWOOD TRANSPORTATION IMPACT FEE PROGRAM REPORT

Prepared for:
City of Edgewood

September 2021

Prepared by:



12131 113th Avenue NE, Suite 203
Kirkland, WA 98034-7120
Phone: 425-821-3665
www.transpogroup.com

18149.07

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Appendix

Appendix A: TIF Schedule

Introduction

Edgewood, like many local government agencies in Washington State, has implemented transportation impact fees (TIF) to help fund improvements to its transportation system. The Growth Management Act (GMA) allows agencies to develop and implement a TIF program to help fund some of the costs of transportation facilities needed to accommodate growth. State law (Chapter 82.02 RCW) requires that TIFs are:

- Related to improvements serving new developments and not existing deficiencies;
- Assessed proportional to the impacts of new developments;
- Allocated for improvements that reasonably benefit new development; and
- Spent on facilities identified in the Capital Facilities Plan

The City first implemented and adopted a TIF program in 2007 (Ordinance No. 07-0282). The program is defined in Title 4.30 of the Edgewood Municipal Code. In 2015, the City updated its Comprehensive Plan to plan and support the growth expected to occur between 2015 and 2035. The TIF program was updated in 2016 to be consistent with the Comprehensive Plan. The analysis from the adopted Comprehensive Plan continues to form the basis for the 2021 TIF program update.

The TIF program builds from the long-term transportation project list contained in the Transportation and Capital Facilities Elements of the Comprehensive Plan. The project list was originally prepared by utilizing the City's travel demand model to evaluate future transportation system needs. The travel demand model is a tool for forecasting traffic volumes based on the projected growth in housing and employment identified in the Land Use Element. The travel demand model was utilized to provide the technical basis for the TIF program. The scope and cost of transportation projects has been updated and refined since adoption of the Comprehensive Plan to reflect further design elements, increased costs, or modifications to the general scope of the project.

This report documents the 2021 update of the City of Edgewood's TIF program. The report also highlights what transportation impact fees are and how they relate to other development regulations. An overview of the TIF program is provided to summarize how the program was set-up and how the fees were established. It also highlights how the program will be implemented by Edgewood.

What are Transportation Impact Fees?

Transportation impact fees are allowed under the GMA to help fund growth-related capital facility improvements to public streets and roads. Impact fees are also allowed under GMA to fund other public capital facilities such as parks, open space, recreation facilities, schools, and fire protection. The following summarizes the GMA definition of an impact fee:

"Impact fee" means a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. (source: RCW 82.02.090[3])

Impact fees are an optional element under GMA; agencies are not required to implement them. They are used to help mitigate some of the transportation impacts due to new development or redevelopment.

TIFs cannot be the only funding for the growth-related transportation improvement projects. The project cost allocations must account for other public funding which would be generated by development in forms of taxes or user fees.

Transportation impact fees help mitigate development impacts for system wide traffic impacts. The following summarizes the key points:

- Supports “growth pays for growth” principal
- Funds must be spent on roadway improvement projects that are designed to serve new growth and not fix existing deficiencies
- Funds must be spent on improvements that generally benefit the developments paying the fee
- Impact fee projects are to address “system” improvements, not “project” improvements
- Must be generally proportional to impacts of development
- Helps provide funding for the agency’s six-year Capital Improvement Program
- Funds assessed for several improvement needs can be “pooled” to address agency’s priority projects

How do Transportation Impact Fees Relate to Other Development Regulations?

As noted above, TIFs are an optional element allowed under GMA. They are used to help mitigate some of a development’s potential transportation impacts. TIFs are used in conjunction with three other development review regulations as shown in Figure 1:

- Frontage Improvements/Development Regulations
- State Environmental Policy Act (SEPA)
- Transportation Concurrency



Figure 1. Elements of the Development Review Process

These other requirements basically cover transportation impacts directly resulting from development. They do not specifically address the long-term transportation system needs resulting from forecast growth. While transportation impact fees can change how agencies apply some of these other regulations, the other requirements do not go away with adoption of a TIF. The following summarizes the basic roles of the other transportation review and mitigation programs.

Development Regulations/Frontage Improvements

When properties are subdivided or otherwise developed, the permitting agency can require transportation and other improvements needed to promote the public health, safety, and general welfare (RCW 58.17). Frontage improvements and site development regulations help ensure that the City's road standards are met and that ultimately, new development is served by transportation facilities in a safe and efficient manner. Developers can be required to construct the site's frontage and on-site roadways based on the City's Road Standards (EMC 12.05). Frontage improvements apply to both vehicular and active transportation facilities. Key elements related to addressing impacts to the transportation system include:

- Addresses on-site impacts and access onto public rights-of-way
- Helps to ensure that new development is served by adequate roadways
- Developer can be responsible for frontage along public and private roads
- Can be used to address potential vehicular, transit, and active transportation needs serving the development

State Environmental Policy Act (SEPA)

Washington's State Environmental Policy Act (SEPA), adopted in 1971 (RCW 43.21C), directs State and local decision-makers to consider the environmental consequences of their actions. "SEPA gives agencies the tools to both consider and mitigate for environmental impacts of proposals." (*Washington State Department of Ecology, SEPA Handbook, 2003*) Implementing regulations, in the form of the SEPA Rules (WAC 197-11) establish uniform requirements for agencies to use in evaluating the potential environmental impacts of a proposal. The process also allows review of possible project alternatives or mitigation measures that will reduce the environmental impacts of a project. For transportation, SEPA is typically used to review impacts within the immediate and nearby vicinity, such as vehicular access points, and operations and safety at nearby intersections or roadways. Depending on the potential for impacts, SEPA review can extend beyond the immediate vicinity of the development based on an assessment of the impacts of the proposed development. SEPA uses the "significant adverse environmental impact" standard as the threshold for triggering mitigation. The intention of SEPA, as applied for transportation, is to mitigate a development's significant adverse impact on the transportation system in terms of capacity, operations, and safety, including access, circulation, pedestrian connections and safety, bicycle system needs, and transit facilities and services.

The following summarizes key items of SEPA in the review of specific development projects:

- Uses "significant adverse impact" standard (not just level of service)
- Broad scope can be used to address impacts on capacity, safety, operations, non-motorized travel, and transit
- Typically reviewed on a development by development basis, or as part of a Planned Action Ordinance
- Can be used to mitigate both on- and off-site impacts
- Mitigation can be in the form of constructing improvements or payment of proportionate share of improvement costs
- Pooling of mitigation funds from one impact location to another location is generally not allowed
- Does not require denial of developments if standards are not met

Concurrency

The GMA requires that infrastructure improvements or strategies to accommodate development be available when the impacts of development occur. For transportation facilities, concurrency is defined in the GMA and the Washington Administrative Code (WAC) to mean that any needed transportation improvements or programs be in place at the time of development or that a financial commitment exists to complete the improvements or strategies within six years. Local governments have flexibility regarding how to set level of service standards and how to apply transportation concurrency within their plans, regulations, and permit systems.

As part of the requirement to develop a comprehensive plan, jurisdictions are required to establish level-of-service standards for arterials, transit service, and other facilities, such as water and sewer. Once a jurisdiction adopts a standard, it is used to determine whether the impacts of a proposed development can be accommodated with the existing transportation system. If a “development causes the level of service on a locally owned transportation facility to decline below the standards adopted in its transportation element”, jurisdictions are required to prohibit development approval unless transportation improvements or strategies to accommodate the impacts of development are made **concurrent** with the development. Transportation is the only area of concurrency that specifies denial of development if the standards are not met within six years. The Growth Management Hearings Boards reiterated the role of a concurrency program, finding that “the concept of concurrency is not an end in of itself but a foundation for local governments to achieve the coordinated, consistent, sustainable growth called for by the Act” (*source: Puget Sound Regional Council, Assessing the Effectiveness of Concurrency, 2002*).

Concurrency provides a link between land use, transportation, and public investments. The following identifies key requirements for concurrency programs.

- Compliance with the GMA
- Local governments have flexibility in applying concurrency
- Measured with level of service standards as defined by the City’s Comprehensive Plan
- Addresses system wide impacts
- Developments shall not be approved if development causes the level of service to decline below identified standards and the standards cannot be met within six years.

Development of the City of Edgewood's Transportation Impact Fee Program

The updated Transportation Impact Fee program for the City of Edgewood is based on technical analyses and policy direction as part of the adopted Transportation Element of the City's Comprehensive Plan, which was last updated in 2015. The 2021 update to the TIF focused on updating project cost estimates and reviewing project scope and project eligibility criteria more closely. Material and labor costs have increased significantly since the TIF program was last updated in 2016.

Key elements of the program are presented in this section, including:

- What improvement projects and costs are included?
- What share of the TIF Costs are allocated to growth in Edgewood?
- What is the service area for the TIF Program?
- What are the resulting impact fee rates and schedules?
- How are TIF rates determined for uses not specifically included in the rate schedule?
- How are the transportation impact fees collected and spent?
- Are any developments exempt from the fees?
- How will the impact fees be kept up to date?

What Improvement Projects and Costs are Included?

As noted above, the GMA specifies that Transportation Impact Fees shall only be used for system improvements that are reasonably related to new development. As defined by GMA (RCW 82.02.090), *"system improvements mean public facilities that are included in the capital facilities plan and are designed to provide service to service areas within the community at large, in contrast to project improvements."*

The City's Transportation Element includes a list of transportation projects needed to address existing and forecast capacity, operations, and safety needs through 2035. The plan builds upon the City's policies, standards, and overall transportation funding strategy. The plan also reflects state and regional plans and programs, including planned improvements to the state highway system.

The project list was reviewed to confirm improvements that were needed to serve growth (and therefore, TIF eligible) and those that were not TIF-eligible. Table 1 and Figure 2 show the transportation improvements from the 2015 Transportation Element that were identified as being growth-related system improvements. The projects listed represent a majority of the improvement projects in the Transportation Element.

The initial task of 2021 TIF update was a review of the projects included in the 2015 Transportation Element and included an assessment of potential additional projects for inclusion in the TIF.

Projects identified as TIF eligible were reviewed to determine what portion of the project costs could be included. The review addressed existing and forecast traffic volumes and levels of service. The primary focus of the technical analysis was to determine if the improvement were adding capacity to the transportation system that was needed to serve growth. The evaluation also assessed each improvement in resolving existing deficiencies - which cannot be covered by impact fees.

The TIF program includes a portion of the City's proposed plan to construct a parallel road network on both the east and west sides of Meridian Avenue. The parallel network was identified to support local property access, neighborhood circulation, and provide capacity for north-south travel in lieu of additional widening of Meridian Avenue. These roadways will help serve the forecasted growth in the City which is planned for in the Town Center and the rest of the Meridian Avenue corridor.

The City's travel demand model provided the basis for assessing roadway operations for the Meridian Parallel Road System. The travel forecasts and resulting volume-to-capacity (v/c) ratios were used to identify which of the parallel roads system and connecting roads should be considered for inclusion in the TIF program.

What are the Total TIF Program Project Costs?

Table 1 summarizes the improvements projects and costs included in the 2021 TIF program. The project locations are shown on Figure 2. A project identification number was assigned to support discussion of the TIF program. The project identifiers do not represent the City's priorities or project references used in the Capital Improvement Program.

As shown on Table 1, the total cost of projects included in the TIF program is approximately \$108.5 million (2021 dollars). After applying the adjustments for existing deficiencies and capacity to serve external growth, the TIF related portion of the costs is reduced to \$42.1 million. This represents approximately 39 percent of the total project costs included in the TIF analysis.

What is the Service Area for the TIF Program?

GMA requires an agency implementing impact fees to establish one or more service areas (RCW 82.02.060) for assessing the fees. In updating its impact fee program in 2012, the City evaluated various service area concepts. Based on that review, a single, citywide service area for its Transportation Impact Fee program has been maintained.

What Share of the TIF Costs Are Allocated to Growth in Edgewood

Increases in traffic in Edgewood will come from growth within the City as well as increased travel from outside of the City. Without specific Interlocal Agreements, the City can only apply its TIF to growth within its boundaries. The TIF share for growth in the City is based on the proportional share of the growth share of the forecast travel demands on the City roadways.

The travel demand model was adjusted to separate out the growth-related travel demands from the existing travel demands. The growth travel demands were then divided into City generated travel and non-City generated growth travel demands. Growth trips that had an origin or destination within the City were counted, as well as trips that occurred only within the city (internal trips). This resulted in a growth of approximately 3,922 vehicle trips during the PM peak hour.

Table 1. Transportation Impact Fee Program Project Costs

Project ID	Project Name	Project Limits	Total Cost Estimate	Impact Fee Share Cost
R-1	8th Street E Safety Improvements (Multi-modal Loop)	114th Ave E to 122nd Ave E	\$3,020,000	\$604,000
R-2	122nd Avenue E Safety Improvements	8th St E to 48th St E	\$7,190,000	\$1,438,000
R-3	Meridian Avenue Safety Improvements	36th St E to 24th St E	\$18,040,000	\$10,824,000
R-4	Edgewood Drive Safety Improvements	48th St E to Sumner Heights Dr	\$10,535,000	\$4,214,000
R-5	Railroad Frontage Road	86th Ave E to Chrisella Rd	\$16,890,000	\$3,378,000
R-6	Meridian Avenue / 12th Street E	Intersection	\$2,400,000	\$1,440,000
R-7	Meridian Avenue / 20th Street E	Intersection	\$2,400,000	\$1,440,000
R-9	Meridian Avenue / 36th Street E	Intersection	\$5,600,000	\$2,240,000
R-10	Chrisella Rd E Safety Improvements	36th St E to City limits	\$7,596,000	\$3,038,000
NP-3	Intersection Improvements at Emerald Street	Emerald St & Meridian Ave	\$490,000	\$490,000
NP-4	Mid-block Pedestrian Crossing Improvements	Emerald St to 36th St	\$400,000	\$80,000
MCE-2	104th Avenue E	8th St E to 10th St E	\$2,550,000	\$1,530,000
MCE-7	104th Avenue E	16th St E to 18th St E	\$1,660,000	\$996,000
MCE-13	29th Street E	103rd Ave Ct E to 106th Ave E	\$1,910,000	\$764,000
MCE-14	106th Avenue E	29th St E to 32nd St E	\$2,730,000	\$1,638,000
MCE-16	103rd Avenue E / 106th Avenue E	32nd St E to 36th St E	\$4,290,000	\$2,574,000
MCW-2	101st Avenue E	18th St E to 20th St E	\$1,150,000	\$690,000
MCW-4	20th Street E/100th Avenue E/24th Street E	20th St E to 24th St E	\$2,380,000	\$952,000
MCW-5	24th Street E	101st Ave E to Meridian Ave	\$722,000	\$144,000
S-1	Meridian Avenue E Preliminary Design	24th St E to 36th St E	\$455,000	\$364,000
S-2	36th Street E Walkway Extension Feasibility Study	105th Ave E to 110th Ave E	\$50,000	\$10,000
S-3	Interurban Trail Phase III Connection Feasibility Study	114th Ave E to West Valley Hwy	\$100,000	\$20,000

Transportation Impact Fee Program Project Costs (continued)

N-1	Interurban Trail Phase III	114th Ave E to West Valley Hwy	\$5,010,000	\$1,002,000
N-4	8th Street E Walkway Extension	Meridian Ave to 110th Ave E	\$1,860,000	\$372,000
N-5	24th Street E Walkway Extension (Multi-modal Loop)	110th Ave E to 122nd Ave E	\$1,960,000	\$392,000
N-6	114th Ave E Walkway	8th St E to 18th St E	\$1,700,000	\$340,000
N-7	110th Avenue E; 20th Street E; 112th Avenue E; 18th Avenue E Walkway	24th E to 114th Ave E	\$1,700,000	\$340,000
N-8	32nd St E Walkway	110th Ave E to 114th Ave E	\$1,020,000	\$204,000
N-9	36th St E Walkway Extension	Meridian Ave E to 110th Ave E	\$870,000	\$174,000
N-11	122nd Ave E Walkway	8th St E to 24th St E	\$1,850,000	\$370,000
TOTAL Project Costs (only projects in the TIF)			\$108,528,000	\$42,063,000



City of Edgewood Traffic Impact Fee Update

2

What are the Resulting Transportation Impact Fees and Rates?

The City share of the impact fee program project costs were converted to a base cost per new PM peak hour trip. The base cost per new PM peak hour trip was then used to develop the TIF rate schedule for a wide range of land uses. The rate schedule takes into account the relative net new trip generation of the various land uses.

Base Transportation Impact Fee Rate

Based on the existing and forecast land uses used in developing the travel demand model, growth in the City will generate 3,922 additional PM peak hour trips ends (either origins or destinations). To calculate a base transportation impact fee rate, the City growth share of the TIF project costs for the citywide service area were divided by the increase in trip ends forecast within the City. As shown in Table 2, this results in a base TIF rate of \$10,725 per new PM peak hour trip end for the citywide service area.

Table 2. Calculating the Citywide Base Transportation Impact Fee Rate

A. Growth Share of TIF Cost ¹	\$42,062,000
B. Growth in Trip Ends ¹	3,922
C. Base TIF Rate for Service Area ²	\$10,725

1. Based on model analysis of growth in travel based on land use assumptions.
2. Values in line A divided by values in line B, rounded to nearest dollar.

Development of the TIF Rate Schedules

The base transportation impact fee rate per new PM peak hour trip end is converted to a schedule of fees by land use category. This makes it simpler for staff and applicants to calculate the TIF for a specific development project. *Trip Generation*, Institute of Transportation Engineers (ITE), 10th Edition, 2017 provides data on the average PM peak hour trips generated for a wide range of land uses. The weekday PM peak hour trip rate is used because it is consistent with the modeling analysis of growth trips and was the basis for defining the improvement projects. The ITE rates are based on studies from around the United States using standardized sampling and reporting methods. The trip rates are defined based on units of development. Typically, trip rates for residential land uses are based on the number of dwelling units. Trip rates for employment land uses can be reported for several different variables, with the most typical being trips per 1,000 square feet of building area.

The base trip rates are adjusted to reflect the impacts of “new” trips, consistent with methodologies identified in *Trip Generation*.

Pass-by Trip Adjustment

The base PM peak hour trip rate reported by *Trip Generation* reflects the number of trips entering and exiting the site access driveways or roadways during the weekday afternoon time period. *Trip Generation* notes that for some retail and other commercial land uses, not all of the driveway trips are “new” to the road system, but are “pass-by” trips. Pass-by trips reflect traffic that would otherwise be traveling on the adjacent street system but makes an intermediate stop at the new development. A person making a trip between work and home but stops at a gas station along the route is an example of a pass-by trip. The inbound and outbound trips at the gas station would not be new trips to the system and should not be

charged in the TIF. Therefore, the rate schedule applies an adjustment to account for the reduction of traffic impacts to account for pass-by trips.

Trip Generation provides guidance on adjustments for pass-by trips. In addition to using ITE data, data on pass-by trip rates applied in TIF programs by other agencies were reviewed in developing the proposed adjustment for Edgewood. The base trip generation rate for residential and many other land use categories are not affected by pass-by trips and therefore, the full base trip rate is applied in the rate schedule.

TIF Rate Schedules

A revised transportation impact fee schedule was prepared for the citywide service area for a wide range of typical land uses. The rate schedule was calculated as follows:

***Transportation Impact Fee Rate per Unit = Base Cost per New PM Peak Hour Trip x
Base Trip Generation Rate per Unit of Development x Pass-by Trip Adjustment Factor***

Appendix A includes the resulting rate schedule. The base trip rate and adjustments for pass-by trips are incorporated in the rate schedules. The impact fee assessed for a specific development would simply be calculated by multiplying the number of units by the rate per unit for the corresponding district.

Total Transportation Impact Fee = Number of Units x Transportation Impact Fee per Unit

How are TIF Rates Determined for Uses Not Specifically Included in the Rate Schedule?

The impact fee rate schedule included in Appendix A includes impact fee rates for a wide range of typical land uses. There will, however, be development applications for land uses not included in the rate schedule. GMA requires that the TIF ordinance allow applicants to submit their own independent studies to reflect unique characteristics that may not be accurately reflected by the average trip rates reported in *Trip Generation*.

For applications where the land use category is not included in the rate schedule, the Public Works Director (or designee), would review the schedule and base the rate on the most comparable type of land use in the schedule. The Public Works Director could review definitions in *Trip Generation* or other available studies. The Public Works Director would consider the type of activity, size of development, and other information provided by the applicant in selecting the comparable land use for use in establishing the fee. Such additional information may include the hours of operations; number of employees, staff, or visitors; parking requirements; potential market area; and proximity to other land uses. The Public Works Director should document the rationale for selecting a comparable land use in order to provide background for the project file.

If the Public Works Director determines that none of the categories in the rate schedule provides a suitable comparable land use, the Public Works Director could then request the applicant provide an independent fee calculation. An applicant can also choose to submit their own independent fee study for their development if they believe that the characteristics of their project are not accurately reflected by the rate schedule for one or more land uses. The independent fee calculation would provide data and/or analyses on trip generation characteristics including trip rates, mode share, Public Works Director may accept the calculation and impose the fee based on the independent fee analysis. If the Public Works Director does not accept the independent fee calculation, the applicant can appeal the decision to the hearing examiner consistent with City code.

How are the Transportation Impact Fees Collected and Spent?

The City of Edgewood requires that transportation impact fees be paid prior to the issuance a building permit. If a building permit is not required, the fees would be payable at the time of issuance of an applicable construction permit. The required fees would be those in effect at that time. Under GMA, the City is required to maintain a separate account in its accounting processes for the collected impact fees. The City will use the account to track collection of the TIF and where the funds are spent. The City would encumber the fees as part of its annual budgeting process to assure the funds are properly spent. Collected fees must be encumbered or spent within 10 years of receipt, unless an extraordinary reason is identified in written findings by the City Council. (The requirement to encumber or spend the fees within 10 years was adopted by the Washington State Legislative as part of ESHB 1478 in April 2011 and was signed by the Governor in May 2011.)

The City may only spend the collected fees on improvement projects identified in the TIF program (Figure 2). The fees may be spent on planning, engineering design, acquisition of right-of-way (for those projects where right-of way was included in the TIF cost), or construction of any of the TIF improvement projects.

GMA requires that the City provide a credit against the TIF for applicants that are required to construct all or a portion of a TIF project or for dedication of land that was *included in the costs of the TIF project*. This eliminates the potential for double charging a development applicant for the same improvement. Since the costs of rights-of-way and frontage improvements for the parallel road system projects were not included in the TIF cost share, credits would not be required for those project elements.

Are any Developments Exempt from the Fees?

GMA allows jurisdictions to exempt low-income housing or other developments that serve broad public purposes. In addition to low-income housing, developments serving a broad public purpose could include parks, schools, City facilities, fire stations, water or sewer district facilities, or other similar developments.

Fees that would otherwise be collected from exempt developments would be the responsibility of the City. These could be paid through property taxes, general funds, grants, or other applicable funding source but cannot be paid with other TIF fees. The total amount of the potential revenues generated by the program would be directly reduced by any exemptions.

The City of Edgewood has previously chosen to only exempt new developments that do not result in an increase in PM peak hour traffic. However, the City may choose to review this in the future.

How Will the Impact Fees be Kept Up to Date?

Many communities with adopted impact fee programs incorporate an annual cost escalation to help keep fees more current. The cost escalator is based on an index that reflects changes in improvement costs for the area. The City's TIF program and ordinance does not include a cost escalation factor. If the City decides to incorporate a cost escalation factor in the future, it could be based on the most recent Consumer Price Index (CPI) in the region, unless a more applicable industry standard construction cost index is available.

The City also should plan to update the base TIF rates as new growth-related transportation improvement projects are defined as part of the update of its Comprehensive Plan. Significant changes in forecast residential or employment growth from those in the current

Land Use Element and travel forecasting model also would result in a need to update the TIF program and base rate schedule. Significant annexations to the City also could trigger a need to update the base TIF rates. Changes in land use and growth-related transportation improvement projects would likely be identified as part of the future updates of the City's Comprehensive Plan.

Appendix A: TIF Schedule

City of Edgewood
Schedule of Transportation Impact Fees

Cost per PM peak hour trip end = \$10,725

Land Use Category - ITE 9th Edition	Notes	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor ** (2)	Net New Trip Rate (3)	Impact Fee Per Unit (4)
RESIDENTIAL							
Single-Family Detached Housing	2	210	1.01	Dwelling Unit	1.00	1.01	\$10,832
Multi-Family Housing (Low-Rise)	2	220	0.56	Dwelling Unit	1.00	0.56	\$6,006
Multi-Family Housing (Mid-Rise)	2	221	0.44	Dwelling Unit	1.00	0.44	\$4,719
Mobile Home Park	2	240	0.59	Occupied Dwelling Unit	1.00	0.59	\$6,328
Senior Adult Housing-Detached	2	251	0.30	Dwelling Unit	1.00	0.30	\$3,218
INSTITUTIONAL							
Public Park		411	0.11	Acre	1.00	0.11	\$1,180
Golf Course	1	430	0.28	Acre	1.00	0.28	\$3,003
Multi-Purpose Recreational Facility	1	435	3.58	1,000 sf GFA	1.00	3.58	\$38,396
Movie Theater	1	444	0.09	Seat	1.00	0.09	\$965
Casino/Video Lottery Establishment		473	13.49	1,000 sf GFA	1.00	13.49	\$144,680
Tennis Courts	1	490	4.21	Court	1.00	4.21	\$45,152
Racquet / Tennis Club	1	491	3.82	Court	1.00	3.82	\$40,970
Health/Fitness Club		492	3.45	1,000 sf GFA	1.00	3.45	\$37,001
Elementary School		520	1.37	1,000 sf GFA	1.00	1.37	\$14,693
Middle School/Junior High School		522	1.19	1,000 sf GFA	1.00	1.19	\$12,763
High School		530	0.97	1,000 sf GFA	1.00	0.97	\$10,403
Private School (K - 12)	1	536	0.17	Student	1.00	0.17	\$1,823
Church		560	0.49	1,000 sf GFA	1.00	0.49	\$5,255
Day Care Center		565	11.12	1,000 sf GFA	1.00	11.12	\$119,262
Library		590	8.16	1,000 sf GFA	1.00	8.16	\$87,516
Hospital	2	610	0.97	1,000 sf GFA	1.00	0.97	\$10,403
Nursing Home		620	0.59	1,000 sf GFA	1.00	0.59	\$6,328
BUSINESS & COMMERCIAL							
Hotel	3 (a)	310	0.60	Room	0.75	0.45	\$4,826
All Suites Hotel	3 (a)	311	0.36	Room	0.75	0.27	\$2,896
Motel	3 (a)	320	0.38	Room	0.75	0.29	\$3,057
Resort Hotel	3 (a)	330	0.41	Room	0.75	0.31	\$3,298
Building Materials/Lumber Sales	3 (a)	812	2.06	1,000 sf GFA	0.75	1.55	\$16,570
Free-Standing Discount Superstore		813	4.33	1,000 sf GFA	0.71	3.07	\$32,972
Variety Store		814	6.84	1,000 sf GLA	0.66	4.51	\$48,417
Free-Standing Discount Store		815	4.83	1,000 sf GFA	0.83	4.01	\$42,995
Hardware/Paint Store		816	2.68	1,000 sf GFA	0.74	1.98	\$21,270
Nursery (Garden Center)		817	6.94	1,000 sf GFA	0.75	5.21	\$55,824
Nursery (Wholesale)		818	5.18	1,000 sf GFA	0.75	3.89	\$41,667
Shopping Center	2	820	3.81	1,000 sf GLA	0.66	2.51	\$26,969
Quality Restaurant		931	7.80	1,000 sf GFA	0.56	4.37	\$46,847
High Turnover (Sit-Down) Restaurant		932	9.77	1,000 sf GFA	0.57	5.57	\$59,726
Fast Food Restaurant without Drive-Through	1	933	28.34	1,000 sf GFA	0.50	14.17	\$151,973
Fast Food Restaurant with Drive-Through		934	32.67	1,000 sf GFA	0.5	16.34	\$175,193
Quick Lubrication Vehicle Shop		941	4.85	Servicing Position	0.61	2.96	\$31,730
Automobile Care Center		942	3.11	1,000 sf GLA	0.61	1.90	\$20,346
Automobile Sales		841	3.75	1,000 sf GFA	0.75	2.81	\$30,164
Automobile Parts Sales		843	4.91	1,000 sf GFA	0.57	2.80	\$30,016
Gasoline/Service Station		944	14.03	Vehicle Fueling Position	0.58	8.14	\$87,274
Gasoline/Service Station with Convenience Market		945	13.99	Vehicle Fueling Position	0.44	6.16	\$66,019
Self-Service Car Wash		947	5.54	Wash Stall	0.77	4.27	\$45,751
Tire Store		848	3.98	1,000 sf GFA	0.72	2.87	\$30,734
Tire Superstore		849	2.11	1,000 sf GFA	0.72	1.52	\$16,293
Supermarket	2	850	9.24	1,000 sf GFA	0.64	5.91	\$63,423
Convenience Market		851	49.11	1,000 sf GFA	0.49	24.06	\$258,085
Convenience Market with Gas Pumps		853	49.29	1,000 sf GFA	0.34	16.76	\$179,736
Discount Supermarket		854	8.38	1,000 sf GFA	0.79	6.62	\$71,002
Discount Club		857	4.18	1,000 sf GFA	0.63	2.63	\$28,243
Home Improvement Superstore		862	2.33	1,000 sf GFA	0.58	1.35	\$14,494
Electronics Superstore	1	863	4.26	1,000 sf GFA	0.60	2.56	\$27,413
Toy/Children's Superstore	1, 3 (b)	864	5.00	1,000 sf GFA	0.66	3.30	\$35,393
Pet Supply Superstore		866	3.55	1,000 sf GFA	0.60	2.13	\$22,844
Apparel Store	3 (a)	876	4.12	1,000 sf GFA	0.75	3.09	\$33,140
Pharmacy/Drug Store without Drive-Through		880	8.51	1,000 sf GFA	0.47	4.00	\$42,897
Pharmacy/Drug Store with Drive-Through		881	10.29	1,000 sf GFA	0.51	5.25	\$56,284
Furniture Store		890	0.52	1,000 sf GFA	0.47	0.24	\$2,621
Walk-in Bank	1, 3 (c)	911	12.13	1,000 sf GFA	0.65	7.88	\$84,561
Drive-in Bank		912	20.45	1,000 sf GFA	0.65	13.29	\$142,562
OFFICE							
Clinic	1	630	3.28	1,000 sf GFA	1.00	3.28	\$35,178
Animal Hospital/Veterinary Clinic		640	3.53	1,000 sf GFA	1.00	3.53	\$37,859
General Office Building	2	710	1.15	1,000 sf GFA	1.00	1.15	\$12,334
Corporate Headquarters	1	714	0.6	1,000 sf GFA	1.00	0.60	\$6,435
Medical-Dental Office Building	2	720	3.46	1,000 sf GFA	1.00	3.46	\$37,109
United States Post Office		732	11.21	1,000 sf GFA	1.00	11.21	\$120,227
Office Park	1	750	1.07	1,000 sf GFA	1.00	1.07	\$11,476
Research and Development Center	2	760	0.49	1,000 sf GFA	1.00	0.49	\$5,255
Business Park	1	770	0.42	1,000 sf GFA	1.00	0.42	\$4,505
INDUSTRIAL							
General Light Industrial	2	110	0.63	1,000 sf GFA	1.00	0.63	\$6,757
Industrial Park		130	0.40	1,000 sf GFA	1.00	0.40	\$4,290
Manufacturing		140	0.67	1,000 sf GFA	1.00	0.67	\$7,186
Warehousing	2	150	0.19	1,000 sf GFA	1.00	0.19	\$2,038
Mini-Warehouse (Self-Storage)		151	0.17	1,000 sf GFA	1.00	0.17	\$1,823
High-Cube Fulfillment Center Warehouse	1	155	1.37	1,000 sf GFA	1.00	1.37	\$14,693
Utility	2	170	2.27	1,000 sf GFA	1.00	2.27	\$24,346
PORT and TERMINAL							
Intermodal Truck Terminal	1	30	1.87	1,000 sf GFA	1.00	1.87	\$20,056
Park-and-Ride Lot with Bus or Light Rail Service	2	90	0.43	Parking Space	1.00	0.43	\$4,612

* Abbreviations include: GFA = Gross Floor Area, sf = square feet, and GLA = Gross Leasable Area.
** The Pass-By Trip Reduction Factor reduces the Average Trip Rate based on average Pass-By trip percentages published in the *ITE Trip Generation Handbook* (3rd Edition, 2017) and previously adopted factors.

NET NEW TRIP RATE CALCULATION:

\$10,725

IMPACT FEE CALCULATION:

NOTES:

- (1) *Trip Generation* (10th Edition, 2017) has less than 6 studies supporting this average rate. Applicants are strongly encouraged to conduct, at their own expense, independent trip generation studies in support of their application.
(2) Alternatively, the PM peak hour trip regression equation in *Trip Generation* can be used instead of the average trip rate identified in the table. However the equation must be used according to the instructions in *Trip Generation*.
(3) No pass-by rates are available. Pass-by rates were estimated from other similar uses.

Code	Land Use	Pass-By Trip Reduction Factor
3 (a)	No Data Available 25% Estimated Pass-by	0.75
3 (b)	Shopping Center (850)	0.66
3 (c)	Drive-in Bank (912)	0.65



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance - Impact Fees – School	Agenda Item #: 2.G
	For Agenda of: 10/19/2021
	Prepared by: Darren Groth
Attachments (list):	
Approval of Materials: Darren Groth Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinger 10/14/2021	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 10/19/2021: Initial Study Session

Summary Statement:

Per EMC Title 4, the City of Edgewood holds the authority to implement impact fees for the Puyallup, Fife, and Sumner school districts. School districts are responsible for expending the impact fees, but are not authorized to collect the fees. School impact fees must be used for “school facilities” that are addressed by a capital facilities plan element of a comprehensive plan adopted under the GMA. As a result, school impact fees require cooperation between school districts and the city. As a condition of the City’s authorization to implement school impact fees, the City and school districts develop interlocal agreements governing the operation of the school impact fee program. On an annual basis, the school districts provide City Council with their Capital Facilities Plan (CFP) that includes enrollment projections, standards of service, school capacity, and an inventory of facilities.

Currently, EMC 4.10.110 includes data provided by the school districts from their 2016-2017 CFPs. In addition, Volume II, Chapter 09 of the City's Comprehensive Plan identifies projects for the respective school districts for a 2014-2020 timeframe. This agenda item is intended for staff to request direction from City Council regarding the desire to update the Comprehensive Plan, any sections of the EMC, and/or the existing fee schedule in regard to school impact fees.

Item History:

Recommended Action:

Hold a discussion and provide staff direction to Discussion – Ordinance - Impact Fees – School

Fiscal Note/Consideration:



**City Of Edgewood
Council Agenda Summary Sheet**

Subject: Discussion – Ordinance - Park Donations and Memorials	Agenda Item #: 2.H
	For Agenda of: 10/19/2021
	Prepared by: Jeremy Metzler
Attachments (list): 1. DRAFT Donations Code - 2021-10-13 2. DRAFT Park Donation and Memorial Program - 2021-10-13	
Approval of Materials: Jeremy Metzler Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinger 10/14/2021	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 10/19/2021 SS 10/26/2021 RCM

Summary Statement:

The Parks and Recreation Advisory Board (PRAB) has discussed the subject of donations and memorials in City parks at several recent meetings, recognizing the need for a formal policy to establish the process for consideration and acceptance thereof. Following staff's coordination with legal counsel, the PRAB has recommended Council consideration of the attached draft code and policy. Also included in the draft policy is a standard form to be used by potential donors.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff guidance regarding Discussion – Ordinance - Park Donations and Memorials

Fiscal Note/Consideration:

N/A

NEW Chapter 2.90

DONATIONS AND ACCEPTANCE OF INTERESTS IN PROPERTY

Sections:

- 2.90.010 Purpose.
- 2.90.020 Definitions.
- 2.90.030 Donations of money and personal property.
- 2.90.040 Acceptance of ownership of or interest in real property.
- 2.90.050 Acknowledgment of donations and transparency.
- 2.90.060 Policies and procedures.

2.90.010 Purpose.

Consistent with RCW 35.21.100, which provides that the city council may accept donations of money or property by ordinance, this chapter delegates city council authority to the mayor to accept such donations in circumstances with minimal risk and long-term obligation, and reserves the city council's authority in all other circumstances.

2.90.020 Definitions.

"Donation" means any money, real property or personal property that is donated, devised, or bequeathed to the city.

"Restricted donation" means a donation that is given with any restriction or condition on the use of the money or property.

"Unrestricted donation" means a donation that is given without restriction or condition.

2.90.030 Donations of money and personal property.

A. Unrestricted donations.

1. The mayor is authorized to accept unrestricted donations of money or personal property valued at twenty thousand dollars (\$20,000) or less per donor, per calendar year.
2. All other unrestricted donations may only be accepted by Council action.
3. Unrestricted monetary donations will be deposited into the general fund.

B. Restricted donations.

1. The mayor is authorized to accept:

- a. Restricted donations valued at ten thousand dollars (\$10,000) or less per donor, per calendar year that support an established city program or policy, including, but not limited to: recreation programs, park facilities and equipment, and parts or materials used for maintenance of city facilities or equipment.
 2. All other restricted donations may only be accepted by action of the city council.
 3. Restricted donations of money must be deposited into the fund most appropriate to carry out the restrictions or conditions of the donation.
 4. The city must make best efforts to use or dispose of any money or personal property in accordance with the donor's restrictions or conditions.
 5. Restrictions or conditions on a donation are not binding upon the city unless accepted in writing by the city council.
- C. *Nonacceptance of Donation.* The City may decline to accept a donation if such donation is not consistent with the policies, plans, goals, or ordinances of the city, if acceptance of same is contrary to law, or if the city council decides not to accept a donation.

2.90.040 Acceptance of ownership of or interest in real property.

- A. Except as authorized under EMC 2.10.060, the city may accept ownership of or an interest in real property, including a lease or other instrument transferring anything less than a fee simple interest, only if approved by action of the city council, such as by ordinance or council-approved contract, or as a condition of plat approval.
- B. No other action by any city employee or agent may constitute the city's acceptance of any interest in real property.

2.90.050 Acknowledgment of donations and transparency.

- A. For each donation, the Mayor or designee will communicate to the donor a written acknowledgment of acceptance and appreciation on behalf of the city.
- B. The Mayor or designee will maintain a continuous list of all donations accepted by the city, and must provide to the city council at the end of each year a list of all donations accepted by the city during the previous calendar year.

2.90.060 Policies and procedures.

In addition to the above, the Mayor may promulgate administrative policies and procedures consistent with this chapter, with the recommendation of the various city departments, to encourage and facilitate the making of donations to the city.

Park Donation and Memorial Program Policy

I. PURPOSE

The City of Edgewood occasionally receives inquiries from individuals or organizations about donations and memorials for the City's park system. The intent of the Donation & Memorial Program is to create a program that is flexible and responsive to the needs of our community's donors and to establish policies and procedures for accepting donations made for the benefit of the City's parks, trails, and open spaces, and in accordance with the City's Parks, Recreation and Open Space Plan.¹

II. DEFINITIONS

1. Department: Public Works Department.
2. Director: Public Works Director or designee.
3. Donation: donations as defined by the Edgewood Municipal Code, such as gift of funds, plant materials, and physical objects or structures.
4. Memorial Plaques: bronze plaque either installed at ground level or attached to an approved object in a park or facility. Plaque size will be established by specified use, with a maximum number of text lines and restricted letter font style and size.
5. Park: city-owned park, facility, trail, natural area, and open space managed for recreational use and/or resource protection.

III. POLICY

- A. The Department shall be responsible for administering the Park Donation & Memorial Program in accordance with the Edgewood Municipal Code, including establishing a review process for approving and installing donations. The Department may coordinate with other City departments where needed, or designate other departments to oversee certain aspects of the program.
- B. The City encourages donations of land, facilities, equipment, landscape material and money to support the parks and recreation services to the community. Donations will be accepted from public and private sources for the purposes of enhancing all City parks and trails, and said donations will become the property of the City.
- C. Donations of all types will be considered for all parks, trails, and open spaces, with the exception of those areas where human activity is discouraged to protect habitat and sensitive lands. Where human activity is discouraged, only donations of money will be considered.
- D. All costs associated with the donation request, such as installation and anticipated on-going maintenance costs should be covered by the donor. The City may, on a case by case basis, establish an appropriate, reasonable administrative fee to coordinate projects over \$5,000 in value.

¹ Edgewood Comprehensive Plan (Adopted by City Council June 9, 2015), Section Six - PARKS, RECREATION AND OPEN SPACE.

- E. Approval Criteria: Proposed donations may be incorporated into the landscape and facilities of parks and trails according to the following criteria:

General Criteria

1. Donations will only be accepted in accordance with the Edgewood Municipal Code.
2. Donations must be compatible with and meet a specific park facility or amenity need identified in the City's Parks, Recreation and Open Space Plan.
3. In areas not covered by plans, compatibility with existing facilities and local conditions shall be considered as long as the donation meets a specific park need.
4. Age and anticipated general condition of the donation.
5. Anticipated maintenance requirements.

Specific Criteria

1. Cash Donations: Unspecified cash donations may be used to build, repair or upgrade existing or new park facilities, at the City's sole discretion.
2. Structures and Site Furnishings: The City has established general aesthetic standards for furnishings in parks. Donations of structures or furnishings should maintain this aesthetic standard. The Director will offer donors a list of pre-approved furnishings that they may choose from at the current market values. The list may include, but is not limited to, the following items:

Items Allowed: Trees
 Picnic Tables
 Benches
 Litter Receptacles
 Trail Marker Signs

3. Other Furnishings: Other furnishings or structures outside of the pre-approved list, such as fountains, plazas, and other landscape features, will be reviewed on a case by case basis.
 4. Artwork: Donations of art, or cash donations to purchase or commission art must be pre-approved by the City Council after review by Parks and Recreation Advisory Board and location approved by the Department.
 5. Plant Donations: Donation of plant material is allowed as long as the donation is purchased from a City approved certified nursery. Acceptance of plant material by the City is based upon whether the plant material furthers the design theme established in the park and a need exists for additional plants. The City's ability to hold quantities of plants until needed is limited. Therefore, only plant materials that can be planted at the time of acceptance are allowed.
- F. Variations: Variation to Standard Memorial Plaques will be allowed only after review by the Parks and Recreation Advisory Board and upon approval of the Director.
- G. Damages & Term of Donation: The term of the donation or memorial will be for the life of the asset. For example, if a donated park bench is destroyed or deteriorates, then the

memorial may be removed. The City will make every practical effort to repair damaged donations and memorials. However, the City is not responsible for replacing items, including plaques, due to excessive damage or loss. The City will attempt to contact the donor using the information on the Donation Memorial Form to inform him/her of the loss. The donor may replace the item at his/her own expense, subject to City approval.

IV. PROCEDURE

- A. The donor shall meet with Department staff prior to submitting a Park Donation & Memorial Form. The purpose of this meeting is for the donor to share ideas regarding the proposed donation and/or memorial. Once this meeting has occurred, the donor may submit a completed Park Donation & Memorial Form to the Department.
- B. Department staff will review and determine the appropriateness of the proposal as measured by the approval criteria listed above in Section III (E). The proposal will then be presented to the Parks and Recreation Advisory Board for review before being forwarded to the Mayor or City Council for consideration. If a proposal does not meet the approval criteria, the donor will be notified of the reasons why.
- C. Property Donations: All land/property donations will be submitted through staff and forwarded to the Parks and Recreation Advisory Board for a recommendation, the City Attorney for legal review, and to the City Council for final approval.
- D. Memorial Plaques: Memorial plaques will be permitted pursuant to this policy only in conjunction with the donation of a new item as described in section III (E) above. Memorial Plaques and installation components shall be provided by the donor and shall be a bronze marker either installed at ground level or attached to an approved object in a park or City facility. City staff reserve the right to perform or supervise the installation. Plaque size will be established by specified use, with a maximum number of text lines and restricted letter font style and size as follows:
 1. Pre-approved plaque sizes:
 - A. 2"x 10" two (2) inches wide by ten (10) inches long with a limit of three lines of text and up to 48 characters per line. Typical application is directly upon a park bench, table, or similar dedication.
 - B. 5" x 6" five (5) inches by six (6) inches with a limit of four lines of text and a maximum of 32 point and a minimum of 20 point font sizes. Typical application is placement on a rock or concrete base and placed next to a structure, plant, or tree dedication.
 - C. 6" x 9" six (6) inches by nine (9) inches with a limit of four lines of text and a maximum of 32 point and a minimum of 20 point font sizes. Typical application is placement on a rock or concrete base and placed next to a structure, plant, or tree.

2. The Department must approve all text for Memorial Plaques and may reject any text that violates any law or policy, or that is deemed obscene or potentially offensive, in its sole discretion.

Pre-approved text may include:

In Honor of _____,
In Memory of _____,
In Celebration of _____,
Dedicated to _____,

- E. Appropriate approval of the donation or memorial must be obtained before installation of the donation or memorial.
- F. Once installed, the donation or memorial becomes the property of the City of Edgewood.
- G. Approved donations and memorials will be formally recognized using the City's website, social media, or other method as recommended by the Parks and Recreation Advisory Board and approved by the Mayor.

City of Edgewood

Donor name or organization: _____

Address: _____ City, State, Zip: _____

Phone: _____ e-mail _____

Pre-approved donation list of new items: (please check appropriate boxes)

- | | | |
|---|--|--|
| ☐ Tree | ☐ Picnic table | ☐ Bench |
| ☐ Planter | ☐ Litter receptacle | ☐ Drinking Fountain |
| ☐ Trail marker signs | ☐ Other | ☐ Memorial plaque |

Proposed location: _____

Description of request: _____

Desired plaque inscription: (see applicable size and font details in full policy document)

Mounting option: ☐ in ground ☐ on approved object or fixture

For City Use Only:

Current market value estimate for donation: \$ _____

☐ Approved by _____ Date _____

Comment: _____



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Parks and Recreation Advisory Board – Meeting Date and Time	Agenda Item #: 2.I
	For Agenda of: 10/19/2021
	Prepared by: Jeremy Metzler
Attachments (list): 1. ORD - PRAB EMC Chapter 2.31 Amendment 2. DRAFT EMC 2.31 Updates - 2021-10-14	
Approval of Materials: Jeremy Metzler Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidinger 10/14/2021	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 10/19/2021 SS 10/26/2021 RCM

Summary Statement:

Chapter 2.31 of the Edgewood Municipal Code (EMC) establishes the creation, membership, powers, and procedures of the Parks and Recreation Advisory Board (PRAB). The PRAB currently meets at 6:00 PM on the first Thursday of each month, but to avoid schedule conflicts, the members desire a change of their meeting date to the second Wednesday.

The Open Public Meetings Act (Chapter 42.30 RCW) provides that regular meetings of governing bodies of public agencies shall be established by ordinance, resolution, bylaws, or other rule applicable to the conduct of business of said body. As the establishment of PRAB's current meeting date and time is unclear, staff recommends codifying the meeting day and time to avoid confusion and ensure public awareness. In addition to the meeting time, staff recommends making other housekeeping amendments to provide clarity on membership terms and PRAB procedures.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff guidance regarding Discussion – Parks and Recreation Advisory Board – Meeting Date and Time

Fiscal Note/Consideration:

N/A

ORDINANCE NO. 21-__

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AMENDING CHAPTER 2.31 OF THE EDGEWOOD MUNICIPAL CODE RELATED TO THE PARKS AND RECREATION ADVISORY BOARD; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 2.31 of the Edgewood Municipal Code (“EMC”) establishes the creation, membership, powers, and procedures of the Parks and Recreation Advisory Board (“PRAB”); and

WHEREAS, the PRAB currently meets at 6:00 PM on the first Thursday of each month, but its members wish to change its meeting date to the second Wednesday to avoid schedule conflicts; and

WHEREAS, the Open Public Meetings Act, Chapter 42.30 RCW, provides that regular meetings of governing bodies of public agencies shall be established by ordinance, resolution, bylaws, or other rule applicable to the conduct of business of said body; and

WHEREAS, the City desires to codify the meeting day and time to avoid confusion and ensure the public awareness; and

WHEREAS, in addition to the meeting time, other housekeeping amendments are necessary to provide clarity on membership terms and PRAB procedures; and

WHEREAS, on October 19, 2021, the Edgewood City Council considered this draft Ordinance in a study session; and

WHEREAS, on October 26, 2021, the Edgewood City Council took final action on this draft Ordinance during its regular meeting; and

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

Section 1. Chapter 2.31 EMC, Amended. Chapter 2.31 EMC, Parks and Recreation Advisory Board, of the Edgewood Municipal Code is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

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

Section 3. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON THE 26TH DAY OF OCTOBER, 2021

Mayor Daryl Eiding

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Ann Marie Soto, City Attorney

Date of Publication: October 28, 2021
Effective Date: November 2, 2021

Exhibit A
Edgewood Municipal Code Chapter 2.31

DRAFT

Chapter 2.31

PARKS AND RECREATION ADVISORY BOARD

Sections:

- 2.31.010 Created – Membership.
- 2.31.020 Appointment of members – Terms.
- 2.31.030 Powers.
- 2.31.040 Organization.
- 2.31.050 Summary preparation.
- 2.31.060 Removal and vacancies.

2.31.010 Created – Membership.

A parks and recreation advisory board (board), consisting of seven members who are residents of the city of Edgewood, has been established. The city council shall seek a diverse membership that includes residents from each geographic region of the city.

2.31.020 Appointment of members – Terms.

A. Members of the ~~newly established seven-member~~ board shall be appointed by the mayor and confirmed by the council, in accordance with the process set forth in the Council Rules of Procedure, by position number, and shall serve staggered ~~two-year terms expiring September 30 of each year~~ as follows: positions one through three will ~~initially serve a three-year term expiring on September 30, 2009, with two-year terms being assigned thereafter expire in odd-numbered years, and~~ positions four through seven will ~~be assigned two-year terms expiring on September 30, 2008, with two-year terms being assigned thereafter expire in even-numbered years, in order to create staggered terms of overall membership.~~

Commented [JM1]: Clarification / cleanup / housekeeping

B. Future members and reappointments shall be selected and made in accordance with the Council Rules of Procedure.

~~C.~~ The ~~parks and recreation advisory~~ board shall serve the city council as an advisory body with power to recommend policy to the council. The board shall not take binding action on behalf of the city.

~~C.D.~~ Regular meetings of the board shall be held at 6:00 PM on the second Wednesday of each month at City Hall, unless otherwise noticed.

Commented [JM2]: Additional language to formalize meeting date and time.

2.31.030 Powers.

The parks and recreation advisory board of the city shall have the following duties:

- A. The board shall study the recreation needs of the citizens of Edgewood and make recommendations to the council concerning those needs. In that regard the board shall:
 - 1. Acquaint itself with the recreation needs of the citizens of Edgewood;
 - 2. Evaluate existing programs, activities and facilities in relation to current and projected recreation needs of Edgewood residents;
 - 3. Recommend programs and activities to meet the needs of all segments of the population;

4. Strengthen coordination for recreation programs between agencies, including but not limited to coordination with the school districts serving Edgewood;
 5. Encourage and stimulate citizens to become involved in neighborhood and civic activities;
 6. Research and recommend the development of newly acquired and undeveloped park properties within the Edgewood city limits; and
 7. Consider the needs of plant and animal life during open space and park planning activities;
- B. The board shall periodically have the responsibility of advising and making recommendations to the appropriate staff for the beautification, improvement, management and control of all parks and recreation grounds, facilities, and open space.
- C. The board shall periodically review whether the lands being used for park and recreation purposes are adequate, and shall recommend to the city council what additional lands and grounds should be acquired and used for park and recreation purposes and long-range capital budget necessary to support the recommendations.
- D. Review, discuss and analyze such products and projects as may be referred to the board by the council.
- ~~E. The board shall, on a regular basis, be available for citizens' input concerning any matter which the board is considering or may consider;~~
- ~~F. E.~~ The board shall make recommendations to the council regarding adoption of or amendments to the parks, open space and recreation element of the comprehensive plan.

2.31.040 Organization.

- A. City staff will be assigned as deemed necessary by the mayor in support of the board.
- B. The mayor may appoint a chair and vice chair from the membership or choose to allow the board to elect them from its members. The chair and vice chair terms of office shall be for one year beginning October 1st and ending September 30th. The elected vice chair shall preside in the absence of the chair. The chair and vice chair shall be voting members of the board. The mayor may create and fill other such offices as is determined necessary.
- C. At least once each year, the board shall meet with the council at a joint study session to discuss the board's work plan for the coming year and other issues of general interest.
- D. The board shall adopt such rules and regulations as are necessary for the conduct of its business, including rules of procedure.
- E. A simple majority of board members shall represent a quorum for the transaction of business, and a majority vote of those present shall be necessary to carry any proposition.

Commented [JM3]: Covered by Council Rules of Procedure

- F. The board shall conduct meetings in accordance with the Open Public Meetings Act, and shall, whenever possible, keep an audio recording and/or written record of its meetings, business transactions, findings, and determinations.
- G. The board chair shall provide monthly reports to the city council at the second regular council meeting of the month.

~~2.31.050 Summary preparation.~~

- A. ~~A sufficient record must be kept to furnish evidence that the parks and recreation board has complied with the rules by which it is governed.~~
- B. ~~Summaries shall show exactly what actions were taken and decisions made at the board meeting(s). The following is a list of information to be included in the summaries:~~
- ~~1. Date of meeting;~~
 - ~~2. Location of meeting;~~
 - ~~3. Type of meeting (regular, continued, public hearing, etc.);~~
 - ~~4. Time of meeting;~~
 - ~~5. Time meeting commenced;~~
 - ~~6. Officials/members present*;~~
 - ~~7. Officials/members absent or excused*;~~
 - ~~8. Topics of business;~~
 - ~~9. Actions taken on each business matter;~~
 - ~~10. Record of motions;~~
 - ~~11. Record of voting;~~
 - ~~12. Date and time of next scheduled meeting; and~~
 - ~~13. Time of adjournment.~~

~~*If a board member leaves during a meeting, note time of departure and time of return, if applicable. If a board member arrives after commencement of the meeting, note time of arrival.~~

- C. ~~Standard Format. Use of standardized format to create uniformity of summary entries and to save time in composing the record shall be developed by the city clerk. Composition of the meeting summaries shall require the input of only specifics, such as verbiage of motions made, maker of motions and second, and results of voting. Other statements, discussion, and remarks of individual~~

~~commissioners and commentators will not be noted in the summaries. Written statements may be submitted to the city clerk and will be retained in the appropriate meeting file.~~

~~D.A. Summaries of each meeting will be prepared by staff, approved by the board, and placed on the council consent agenda for approval.~~

Commented [JM4]: Covered by Council Rules of Procedure

2.31.060 Removal and vacancies.

The city council may remove any appointed member of the board. The board may, by a vote in favor thereof by a majority of its members, recommend to the city council removal of an appointed member upon such grounds as inefficiency, neglect of duty, or malfeasance in office. Three consecutive unexcused absences by any board member from both regular and special meetings shall constitute grounds for removal. Attendance of any board member that falls below 80 percent due to unexcused absences during any 12-month period shall also be grounds for removal. Any board member may resign at any time by delivering written notice to the city clerk. Vacancies occurring other than by expiration of term shall be filled for the unexpired term in the manner used for regular appointment to the board.



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Budget – Labor Model	Agenda Item #: 2.J
	For Agenda of: 10/19/2021
	Prepared by: Dave Gray
Attachments (list):	
Approval of Materials: Dave Gray Rachel Pitzel 10/14/2021 Dave Gray 10/14/2021 Daryl Eidingen 10/14/2021	Expenditure Required: N/A Draft Proposal for Discussion
	Amount Budgeted: N/A
	Timeline: Study Session on Budget Component 10/19/2021 Budget Retreat Discussion 10/20/2021

Summary Statement:

Annually, the City Council reviews and discusses the Mayor's proposed labor model for the upcoming year's budget. This year's presentation will be the same evening the Salary Commission reports its 2022 Elected Officials position pay/stipend and 2022 Staff Salary Schedule recommendation.

Item History:

Recommended Action:

Discussion and general budget direction.

Fiscal Note/Consideration: