



CITY OF EDGEWOOD COUNCIL STUDY SESSION AGENDA

Tues., June 30, 2015 – 7:00 pm ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Mayor Eiding called the study session to order at 7:00 pm and he led attendees in the Pledge of Allegiance.

ROLL CALL

Present: Mayor Daryl Eiding, Deputy Mayor Steve Cope, Councilmember Donna O'Ravez, Councilmember Paul Crowley, Councilmember Luke Meyers, Councilmember Tyron Christopherson.

Excused: Councilmember Stephanie Shook.

Staff Present: Acting City Manager Eric Phillips, Assistant City Manager Dave Gray, Acting City Clerk Jane Montgomery, Police Chief Ed Knutson.

2. COUNCIL BUSINESS

- a. **Discussion/Presentation** - City Newsletter / Communications - Peter Philips, [Philips Publishing Group](#) to review City Magazines program and discuss options for direct communications via published newsletter (see <http://philipspublishing.com/>).

Acting City Manager Phillips introduced Peter Philips. Mr. Philips gave a presentation on the Philips Publishing Group and specifically promoted a City newsletter. He gave a brief history of the formation of his outreach to municipalities which started in September of 2012. Philips Publishing was founded in 1974. Mr. Philips focused on three key factors; building community and engaging residents, publishing collaboratively, and forming a mutually beneficial partnership. He brought samples of magazines from City's that are clients of Philips Publishing. Mr. Philips handed out a sheet to Council that reflects new revenue/cost estimates based on two developers who have agreed to sponsor the magazine in the City of Edgewood. Fifty percent of the magazine will be dedicated to City news. Magazines are distributed to individual homes. The magazine is also available electronically and can be uploaded to the City's website. The Council was provided a draft publishing agreement.

Discussion ensued as Council asked Mr. Philips questions regarding the publication and the previous budget for the City's old newsletter.

Mayor Eiding asked for audience member comments:

Rose Hill – Edgewood, WA

Ms. Hill is in favor of the City having a newsletter to keep citizens informed.

Diane Kerlin- Edgewood, WA

Ms. Kerlin is in favor of the City magazine.

Council would like Staff to present this at a regular Council meeting for consideration.

- b. **Discussion** – Draft Policy regarding content of City publications/newsletters

Acting City Manager Phillips discussed the proposed draft policy should the Council choose to fund a new City magazine with Philips Publishing. The draft has been reviewed by the City Attorney. The City needs to set a policy prior to the publication of a City magazine. Council would like this agenda item moved forward for Council consideration.

c. Follow-up Discussion- 2015 Budget Amendment items

Acting City Manager Phillips discussed the 2015 Budget amendments that he would like to make and the process involved. Discussion ensued between Council and staff about the following:

- The Building Official position as a funded position
- Update staffing distribution to 13 FTE's
- Other staffing placeholder that Council may want to approve
- Addition of projects
 1. 36th and Meridian Park- update the budget sheets
 2. Newsletter/Communication- Add \$12,000 to the budget
 3. Add new project to the CIP-SW-12- Roadway Vegetation Management
 4. Add \$40K to Community Development- Operating funds for "Professional Services"

Acting City Manager Phillips informed the Council that the budget amendment process includes a notice and two readings of an ordinance.

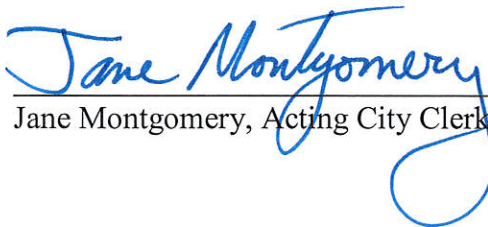
d. Project Updates

Acting City Manager Phillips discussed the following:

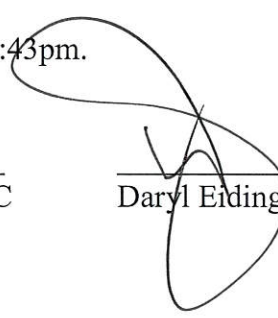
- Westridge Project
- Change of City Hall Hours
- Application intake time changes/scheduling
- Fireworks safety concerns
- Study session topics for July 7th

3. ADJOURN

Mayor Eidinger adjourned the meeting at 8:43pm.



Jane Montgomery, Acting City Clerk, CMC



Daryl Eidinger, Mayor