



Agenda/Regular City Council Meeting

May 13, 2008 - 6:00 P.M.

City Council Chambers

- A. Call to order - Pledge of Allegiance
- B. Roll Call - Excused Absences
- C. Minutes of the Regular City Council Meeting of April 22, 2008
Minutes of the Special City Council Meeting of April 22, 2008
- D. Claims/Vouchers: Voucher Amount \$469,750.04, Payroll Amount \$584,876.93
- E. Claims for Damages
Heather Harmon = \$169.69
- F. Small Contracts (Less than \$10,000)
WA State Dept of Information Services - Microsoft Volume Licensing Agmt = No Cost
Preschool Coop - Preschool Program = 20% of fees collected
Washington State Auditor's Office - BPA Audit = \$1,890
- G. Information Items
Older Americans Month Proclamation
Greater Spokane Presentation
Comprehensive Plan Rewrite
50 Acre Park Public Meeting Update
- H. Appointments - None
- I. Citizen Comments: Open to Public (two minute limit)
- J. Action Items
Public Hearings - None
Resolutions
 1. 08-068 - Resolution D-461 - Grant Application for Washington Heritage Capital Projects Fund for Sterling-Moorman House Rehabilitation
 2. 08-080 - Resolution D-471 - Interlocal Agreement for Ambulance Service
 3. 08-081 - Resolution D-472 - Assistance to Firefighters Grant Application
 4. 08-082 - Resolution D-473 - Cheney Municipal Facilities Assessment - Consultant Agreement
 5. 08-083 - Resolution D-474 - Water Meter Purchase - Bid Award
 6. 08-084 - Resolution D-475 - Reservoir Fence Installation - Contract Award

7. 08-087 – Resolution D-478 – 2008 Road and Water Project: Engineering Services
 8. 08-088 – Resolution D-479 – Acceptance of Sole Source Bid for Switch from HD Supply
 9. 08-089 – Resolution D-480 – Contract Change Orders Policy
 10. 08-090 – Resolution D-481 – Well Seven Rehabilitation Project – Appropriation Increase
 11. 08-091 – Resolution D-482 – Betz Property
 12. 08-092 – Resolution D-483 – Authorizing the City of Cheney to Pay for Geiger Electronic Home Monitoring Service Costs
- Ordinances - None
- Other Business – None
- K.** Council Reports
- L.** Staff Reports
- M.** Mayor’s Report
- N.** Executive Session as per RCW 42.30.110 regarding matters of litigation
- O.** Adjournment

**Mission Statement
City of Cheney**

The Mission of the City of Cheney is to responsibly provide its citizens desirable services while promoting and optimizing the finest quality of life.

Vision Statement

“Known for its family centered environment, dedicated to life-long learning, with widespread community involvement and devoted to sound economic development.”

“Action may not always bring happiness, but there is no happiness without action.” Benjamin Disraeli

08-068 - Resolution D-461 - Grant Application for Washington Heritage Capital Projects Fund for Sterling-Moorman House Rehabilitation

The Washington Heritage Capital Projects fund offers grants to “support capital needs and facilities of heritage organizations, tribal governments, public development authorities, and local government agencies that interpret and preserve Washington’s history and heritage.” (WAC 225-020-010) This funding request is for money to be distributed during the 2009-2011 biennium. The Historic Preservation Commission is presently working with an architect to complete a detailed preservation plan, schematics and cost estimates for rehabilitation of the building. While a detailed plan and timeline for rehabilitation of the Sterling-Moorman House are still being prepared, this grant request is due in Olympia by May 14, 2008, so Council approval for the grant application is being sought now. Budget numbers shown on the draft application will be tightened up as the architect’s estimates become available. An Advisory Panel reviews applications and ranks grant applications in July or August of even numbered years. The Advisory Panel’s ranked list is sent to the Office of Finance Management for inclusion in the Governor’s proposed capital budget, which will be released in December 2008, and is typically approved in June of the following year. Contracts are then negotiated with the various grantees. City Council will have an opportunity to accept or reject any potential grant award in June or July 2009, and to review and approve project costs during the 2009-2010 budget process. Additional grant requests and private fundraising will be made for refurbishing the house for use as a museum, and donations of materials and labor are expected to support the project.

08-080 - Resolution D-471 - Interlocal Agreement for Ambulance Service

Interlocal cooperation agreement authorizing the City of Cheney to participate as a participating local group in a county-wide interlocal agreement for ambulance service contracting.

08-081 - Resolution D-472 - Assistance to Firefighters Grant Application

We have the opportunity to receive grant funding through the Assistance to Firefighters Grant program to assist with exercise equipment and health screenings. Due to a shortened application period, the grant application has been submitted. I would like the approval of Council to authorize the Mayor to approve the application.

08-082 - Resolution D-473 - Cheney Municipal Facilities Assessment - Consultant Agreement

NAC Architecture was selected from the respondents to a request for qualifications published by the city for the Cheney Municipal Facilities Assessment pursuant to RCW 39.80. The objective of the assessment will be to examine City Hall, the Utility Building, the Fire Station, the Police Department, and the Wren Pierson Building for the purpose of determining whether the current facilities are adequately meeting the spatial needs of staff in achieving departmental objectives as well as to determine the adequacy of the facilities to accommodate the public in terms of accessibility and general use. Based on this criteria the scope calls for NAC to make recommendations concerning needed modifications to the existing facilities and/or construction of new facilities. This first step in what we hope will eventually lead to a comprehensive upgrade of city facilities will focus on identifying solutions to spatial problems. The next step thereafter will be to develop and implement financially feasible options for the purpose of modifying and/or constructing new facilities as warranted based on NAC’s assessment.

08-083 - Resolution D-474 - Water Meter Purchase - Bid Award

The Water Division’s 2008 budget includes funding for the purchase of radio read water meters. The Water Division is attempting to implement a program to replace all non-radio read water meters within the city within a five year period beginning in 2008. Badger Meter Inc. submitted the lowest responsive bid in the amount of \$93,737.26 plus applicable sale tax.

08-084 - Resolution D-475 - Reservoir Fence Installation - Contract Award

The Reservoir Fence Installation Project will consist of installing six foot high chain link fence around all five municipal reservoirs. Inland Fence Inc. submitted the lowest responsive bid in the amount of \$30,358.00 plus applicable sales tax. Staff is requesting an appropriation amount equal to the

expenditure required plus an additional 10% to cover contingency expenses.

08-087 - Resolution D-478 - 2008 Road and Water Project: Engineering Services

City staff and representatives from Simpson Engineers have negotiated design and construction engineering services in the amount of \$96,300.00 for the 2008 Road and Water Project. The Cheney Road and Water Project includes replacement of water main segments in N 6th Street from Oak Street to Elm Street as well as on Mary Street from 2nd Street to 5th Street. The road portion of the project will include resurfacing work on Presley Drive; SR 904 to Salnave Road, N 6th Street: Elm Street to Oak Street, "G" Street: SR 904 to 2nd Street, Mary Street; SR 904 to 7th Street, 3rd Street; Pine Street to Clay Street, and N 3rd Street; Elm Street to Nolan Brown, and 4th Street; Fern Street to Clay Street.

08-088 - Resolution D-479 - Acceptance of Sole Source Bid for Switch from HD Supply

Request for quotation sent out for Cheney Substation Project Materials. HD Supply was the only supplier who provided quote for Switch. Request for quotation sent out a second time to allow for substitutions, and no other quotes were provided. We would like to use HD Supply as a sole source supplier on the Switch needed for the Cheney Substation Project.

08-089 - Resolution D-480 - Contract Change Orders Policy

Passage of Resolution D-480 will result in the formal adoption of a written policy for processing change orders for projects performed under the administrative authority of the Public Works Department. The attached policy formally adopts the practices currently being followed by the Public Works Department but also adds the City Administrator as a signatory for change orders that are in excess of \$50,000 but within the contingency appropriation (Administrative reserve) authorized by the City Council. The policy also established a formalized approach for addressing the issue of contingency funding.

08-090 - Resolution D-481 - Well Seven Rehabilitation Project - Appropriation Increase

The original scope for the Well Seven Rehabilitation Project called for the well shafts to be cleaned and reinstalled but upon pulling the well shafts it was evident that the shafts had deteriorated to the point where they need to be replaced. The original bid amount from Specialty Pump Service for this project was \$28,377.00 plus applicable sales tax. The quote received from Specialty to replace the well shafts is \$13,580.00 plus applicable sales tax. We are requesting an appropriation amount equal to the original amount plus the cost for the new shafts along with 10% contingency to address any other unforeseen circumstances.

08-091 - Resolution D-482 - Betz Property

Each year we renew this contract in the hope that 50 acre property will be used for recreation instead of farming. We are getting closer with Park Facility planning that is currently underway. Mr. Betz is requesting a 3 month notice before lease end. Lease will expire 5/31/09.

08-092 - Resolution D-483 - Authorizing the City of Cheney to Pay for Geiger Home Electronic Monitoring Service Costs

Resolution authorizing an exception to Article III of the Electronic Monitoring Agreement between the City of Cheney and Geiger Correction wherein the City of Cheney will pay for Geiger electronic Home Monitoring (EHM) plus Sobrietor and Global Positioning Systems costs.