



Regular City Council Meeting Agenda  
City Council Chambers & Zoom  
March 22, 2022 - 6:00 p.m.

A. Virtual Participation

In response to Governor Inslee's proclamation 20-28.15 regarding Open Public Meetings during the COVID-19 pandemic, the City Council will have an in-person meeting with the ability for participants to attend virtually. The public is encouraged to attend the meeting whichever way meets their needs. Virtual participants should click the link or call the phone number below.

Join Zoom Meeting

[HTTPS://US02WEB.ZOOM.US/J/81434088551?  
PWD=MU9LUUH4BZJ4WFLGQ3RAY2VTMNY4ZZ09](https://us02web.zoom.us/j/81434088551?pwd=MU9LUUH4BZJ4WFLGQ3RAY2VTMNY4ZZ09)

Meeting ID: 814 3408 8551

Passcode: 247134

Dial by your location

+1 253 215 8782

B. Call To Order - Pledge Of Allegiance

C. Roll Call - Excused Absences

D. Minutes

Minutes Of The Regular City Council Meeting Of March 8, 2022

Documents:

[3-8-22.PDF](#)

E. Vouchers/Payroll

Voucher Total = \$1,014,578.53

F. Claims For Damages

G. Small Contracts (Less Than \$10,000) - Approved By Mayor

H. Information Items

Employee And Councilmember Recognition

I. Appointments

J. Citizen Comments: Open To Public (Two Minute Limit)  
Council comments may be submitted via email to

[COUNCILCOMMENTS@CITYOFCHENEY.ORG](mailto:COUNCILCOMMENTS@CITYOFCHENEY.ORG) or by dropping off written comments in the drop box at Cheney City Hall, 609 2nd St. All comments must be received by 5:00 p.m. the day of the meeting. In-person and virtual participants will have the opportunity to comment during the meeting. If you want to provide verbal comments at the meeting, please email [COUNCILCOMMENTS@CITYOFCHENEY.ORG](mailto:COUNCILCOMMENTS@CITYOFCHENEY.ORG) by 5:00 p.m. the day of the meeting and provide the topic you would like to speak about.

#### K. Action Items

Public Hearings

Resolutions

1. 22-037 - Resolution F-012 - Server And SANS Replacement

**SUMMARY** The City needs to replace some the servers and SANS in our technology infrastructure. The plan is to replace these in our main IT room and move the replaced hardware to the backup site. The servers only have a 5-year lifespan. For future planning, the city will replace a number of servers every 2 years and move those to the backup site spreading the cost more evenly in the annual IT charges to the departments. Proposed funding for this project will be split between the Mayors Contingency fund and ARPA funding. After approval, a budget amendment will come forward to fund the expense.

Documents:

[22-037 INFORMATION TECHNOLOGY - INTRINIUM AMENDMENT 6 - SERVER AND SANS REPLACEMENT.PDF](#)  
[F-012 INTRINIUM CONTRACT AMENDMENT NO. 6 - SERVER AND SANS REPLACEMENT PROJECT.PDF](#)  
[SIXTH AMENDMENT TO INTRINIUM PROFESSIONAL SERVICES AGREEMENT.PDF](#)  
[STATEMENT OF WORK - SERVER AND SANS REPLACEMENT.PDF](#)

2. 22-038 - Resolution F-013 - E-Mail Migration To Microsoft 365

**SUMMARY** The City is wishing to migrate e-mail to Windows 365 to allow eliminate currently existing outlook issues with the current platform and enhance public records management. Employees will be allowed to access e-mail on a city provided device. The IT fund will pay for the migration using cash reserves. There is a monthly subscription fee of \$1,800 which will be paid through current departmental budgets. After approval, a budget amendment will come forward to fund the expense.

Documents:

[22-038 INFORMATION TECHNOLOGY - INTRINIUM AMENDMENT 7 - E-MAIL MIGRATION TO WINDOWS 365.PDF](#)  
[F-013 INTRINIUM CONTRACT AMENDMENT NO. 7 - E-MAIL MIGRATION TO MICROSOFT 365 PROJECT.PDF](#)  
[SEVENTH AMENDMENT TO INTRINIUM PROFESSIONAL SERVICES AGREEMENT.PDF](#)  
[STATEMENT OF WORK - E-MAIL MIGRATION TO WINDOWS 365.PDF](#)

3. 22-039 - Resolution F-015 - FCS Water Cost Service Amendment Two

On May 14, 2019 the City entered into a professional services agreement with FCS Group for Water Rate Design Study. Amendment One modified the services to look at cost of service analysis for residential classifications and water connection charges. Amendment Two modifies the services for cost-of-service rate study for non-residential classifications and updates residential data and capital /depreciation. Amendment Two also provides electric cost-of-service

analysis.

Documents:

[CCAR 22-039 - FCS GROUP AGREEMENT AMENDMENT TWO.PDF](#)  
[RES F-015 - FCS GROUP AGREEMENT AMENDMENT TWO.PDF](#)  
[FCS WATER COST SERVICE AMENDMENT TWO 3-16-2022.PDF](#)

4. 22-040 - Resolution F-016 - SRTC Grant Application  
Spokane Regional Transportation Council (SRTC) is soliciting applications from qualified agencies for transportation preservation projects. City Staff is proposing to submit an application for design and construction preservation funding for Elm St. from Washington St. to C St. Grant funding requires a 13.5 % match. Applications are due April 4, 2022.

Documents:

[CCAR 22-040 - 2022 SRTC PRESERVATION GRANT APPLICATION.PDF](#)  
[RES F-016 - 2022 SRTC GRANT APPLICATION.PDF](#)

5. 22-041 - Resolution F-017 - Purple Pipe Supply Of Motor Control Centers Contract  
The Public Works Department requested sealed bids for the supply of motor control centers for an upgrade to the City's Wastewater Treatment Plant as part of the Cheney Purple Pipe Project. Columbia Electric Supply submitted the only responsive bid, totaling \$ 885,952.00.

Documents:

[CCAR 22-041 SUPPLY OF MOTOR CONTROL CENTERS CONTRACT ACCEPTANCE.PDF](#)  
[RES -F-017 - SUPPLY OF MOTOR CONTROL CENTERS CONTRACT.PDF](#)  
[CPPP TASK 2 MCC BID TABULATION 3-15-2022.PDF](#)  
[CHENEY PPP MCC PROCUREMENT RECOMMENDATION FOR AWARD 3-16-2022.PDF](#)  
[CPPP TASK 2 MCC PROCUREMENT CONTRACT 3-15-2022.PDF](#)

6. 22-042 - Resolution F-018 - Recycle Center Door Installation Project  
The City of Cheney requested a quote from Big Timber Contractors, LLC for the installation of an overhead door in the Recycle Center. Big Timber Contractors, LLC provided a quote in the amount of \$27,890.00 to complete the project.

Documents:

[CCAR 22-042 - 2022 RECYCLE CENTER DOOR INSTALLATION PROJECT.PDF](#)  
[RES F-018 - RECYCLE CENTER DOOR INSTALLATION PROJECT.PDF](#)  
[RECYCLE CENTER DOOR INSTALLATION AGREEMENT.PDF](#)

7. 22-043 - Resolution F-014 - ARPA Allocation Proposal  
The City will receive, in total, \$3,497,197 in American Recovery Plan Act (ARPA) funds. The attached allocation plan shows a complete plan including those funds already approved and disbursed. The plan is a "live" plan as projects are finished, outstanding allocations can be moved to other approved projects. With approval of the plan, a budget amendment will follow at the next council meeting to fund the 2022 approved projects. 2023 and 2024 projects will be funded in those budget cycles.

Documents:

[22-043 - ARPA ALLOCATION PLAN.PDF](#)  
[F-014 ARPA ALLOCATIONS.PDF](#)  
[ARPA WATER INFRASTRUCTURE.PDF](#)  
[ARPA FUNDING ALLOCATION PLAN.PDF](#)

Ordinances

1. 22-009 - Ordinance Y-9 - BP & I-1 Zone Text Amendment

At the Planning Commission Meeting on January 10, 2022, the Commission recommended to send the ordinance as is to City Council. On January 25th, 2022, City Council did discuss a possible maximum cap (percentage) for self-storage in the BP Zone, which could be addressed via a modification to footnote 5 in the use table.

Documents:

[CCAR 22-009 - BP ZONE - TEXT AMENDMENT.PDF](#)  
[LUA2021-003 -- PC RECOMMENDATION -- 1-10-22.PDF](#)  
[MEMO TO C. GROVER RE CONSIDERATION OF RESIDENTIAL USE IN BUSINESS PARK \(INDUSTRIAL ZONE\) \(020422\) \(S2349745\).PDF](#)  
[BUSINESS PARK - MAP V3.2.PDF](#)

2. 22-032 - Ordinance Y-25 - Avista Franchise Agreement

An ordinance granting Avista Corporation, d/b/a Avista Utilities the nonexclusive right, privilege, authority and franchise to locate, construct, install, own, operate, maintain, repair, replace, extend, operate and use facilities in, upon, over, under, along, and across the franchise area for purposes of the transmission, distribution and sale of gas.

Documents:

[ORDINANCE Y-25 AVISTA FRANCHISE AGREEMENT CA SHEET 3-22-2022.PDF](#)  
[CITY OF CHENEY AVISTA GAS FRANCHISE AGREEMENT - FINAL DRAFT 3-22-2022.PDF](#)

Other Business

L. Staff Reports

M. Mayor's Report

N. Council Reports

O. Executive Session

Executive Session As Per RCW 42.30.110(1)(B) Regarding The Acquisition Of Real Estate And 42.30.110(1)(C) Regarding The Sale Of Real Estate

P. Adjournment