



Regular City Council Meeting Agenda
City Council Chambers & Zoom
July 26, 2022 - 6:00 p.m.

A. Virtual Participation

Participants may attend this meeting in person or 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/85736865685?
PWD=MLLIQVRQYXJXZ05XEKH1ES91NHVQZZ09](https://us02web.zoom.us/j/85736865685?pwd=MLLIQVRQYXJXZ05XEKH1ES91NHVQZZ09)

Meeting ID: 857 3686 5685
Passcode: 350963

Dial by your location
+1 253 215 8782

B. Call To Order - Pledge Of Allegiance

C. Roll Call - Excused Absences

D. Citizen Comments: Open To Public (Two Minute Limit)

Council comments may be submitted via email to 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 during the meeting, please email COUNCILCOMMENTS@CITYOFCHENEY.ORG by 5:00 p.m. the day of the meeting and provide the topic you would like to speak about.

E. Minutes

Minutes Of The Regular City Council Meeting Of July 12, 2022

Documents:

[7-12-22.PDF](#)

F. Vouchers/Payroll

Voucher Total = \$624,051.15 (Expenditure Approval = \$624,019.21, Other Payables = \$31.94)

G. Claims For Damages

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

Carrie Jahns - Zumbini Classes = \$6.30 Per Family, \$28 For 5 Class Pass, \$49 For 10 Class Pass

Heather Woller - Hatha And Senior Yoga = 70% Of Total Revenue

Kris Wilder - Youth Karate Classes = \$59.50 Per Registered Participant

Lilac City Cheer Academy - Tumbling And Cheer Classes = \$14 Per Registered Participant

I. Information Items

J. Appointments

K. Action Items

Public Hearings

1. 22-088 - Ordinance Y-80 - Vacation Of Street Right-Of-Way For The Addition And 2nd Addition To The Town Of Cheney – Public Hearing

The City Council passed Resolution F-40 on June 28, 2022 for the purpose of scheduling a hearing on July 26, 2022 on the matter of a petition filed by Pacific Mortgage Center who owns more than two-thirds of the property abutting the requested vacation. Pacific Mortgage Center is seeking the vacation for the purpose of developing a new commercial property. The vacation would allow the two properties to adjoin. The City may require the owners of the property abutting the street to compensate the city in an amount that does not exceed the full appraised value of the area vacated.

Documents:

[CCAR 22-088 VACATION ORDINANCE.PDF](#)
[STREET VACATION ORDINANCE Y-80.PDF](#)
[STREET VACATION APPLICATION.PDF](#)

Resolutions

1. 22-072 - Resolution F-043 - Cheney Dog Park Fence Project

The Public Works Department solicited bids from licensed contractors for the purchase and installation of fencing for the Cheney Dog Park. Columbia General Contracting submitted the lone responsible bid in the amount of \$ 41,022.33 plus applicable tax. Staff is requesting a total appropriation of \$ 49,200.00 to cover tax and contingency.

Documents:

[CCAR 22-072 - CHENEY DOG PARK FENCE PROJECT.PDF](#)
[RES F-043 - CHENEY DOG PARK FENCE PROJECT.PDF](#)
[PROPOSAL AND CONTRACT.PDF](#)

2. 22-082 - Resolution F-053 - Interlocal Agreement For Inclusion In The Spokane County Tourism Promotion Area

A resolution authorizing the Mayor to sign the interlocal agreement for inclusion in the Spokane County Tourism Promotion Area.

Documents:

[RESOLUTION F-053 COUNCIL ACTION FORM 7-26-2022.PDF](#)
[RES F-053 - INTERLOCAL AGREEMENT FOR ESTABLISHMENT OF](#)

SPOKANE COUNTY TOURISM PROMOTION AREA 7-26-2022.PDF
INTERLOCAL AGREEMENT FOR THE ESTABLISHMENT OF SPOKANE
COUNTY TOURISM PROMOTION AREA.PDF

3. 22-084 - Resolution F-054 - Purchasing Policy
The attached purchasing policy is amending the current policy by adding an ethics clause and the required federal language from CFR200. Additionally, the Public Works bids and project matrix has been updated.

Documents:

[22-084 - PURCHASING POLICY.PDF](#)
[F-054 - PURCHASING POLICY.PDF](#)
[PURCHASING POLICY 2022 DRAFT \(S2395406\).PDF](#)

4. 22-085- Resolution F-055 - Digital Signature Policy
The attached digital signature policy authorizes the use of a digital signature in place of a wet signature on all contracts and documents. The Mayor remains the authorized signatory of all City documents.

Documents:

[22-085 - DIGITAL SIGNATURE POLICY.PDF](#)
[F-055 - DIGITAL SIGNATURE POLICY.PDF](#)
[ELECTRONIC SIGNATURE POLICY DRAFT MAY 2022 \(S2425027\).PDF](#)

5. 22-086 - Resolution F-056 - Collection Services
The State Contract for collection services was awarded in December 2020 to a new company – Automated Accounts. The web-based application is streamlined and will give easy access to both the City and our customers currently in collections. Automated Accounts is a Spokane based company. There is no contract as the State Contract serves as the contract with the company.

Documents:

[22-086 - COLLECTION SERVICES.PDF](#)
[F-056 - COLLECTION SERVICES.PDF](#)
[STATE OF WASHINGTON CONTRACT - COLLECTIONS.PDF](#)

6. 22-087 - Resolution F-057 - Fire Hose Testing Service Agreement
Annual testing of Fire Hose

Documents:

[CCAR 22-087 - FIRE HOSE TESTING SERVICE AGREEMENT.DOC](#)
[22-087 - RESOLUTION F-057 - FIRE HOSE TESTING SERVICE AGREEMENT.DOC](#)
[AGREEMENT - FIRE SERVICE TESTING.PDF](#)

Ordinances

1. 22-083 - Ordinance Y-29 - Moratorium - Shipping Containers As Residences
The City Council on July 12th, had some additional concerns regarding the design standards outlined in the shipping container as residences ordinance, and has requested a 120-day moratorium to allow for additional review of options.

Documents:

Other Business

- L. Staff Reports
- M. Mayor's Report
- N. Council Reports
- O. Executive Session
- P. Conclusion Of Meeting