



Regular City Council Meeting Agenda
Zoom Meeting
November 24, 2020 - 6:00 p.m.

A. Virtual Participation

In response to Governor Inslee's Proclamation 20-28.13 regarding Open Public Meetings during the COVID-19 pandemic, there will not be a physical meeting location for the City Council meeting. The public is encouraged to attend the meeting by clicking on the link or calling the phone number below. If you have technical difficulties, please call 509-498-9255.

Join Zoom Meeting

[HTTPS://US02WEB.ZOOM.US/J/84133449235?](https://us02web.zoom.us/j/84133449235?pwd=ZJNJBZNSC3QZN0XQWLPACLZNUMCYZZ09)
[PWD=ZJNJBZNSC3QZN0XQWLPACLZNUMCYZZ09](https://us02web.zoom.us/j/84133449235?pwd=ZJNJBZNSC3QZN0XQWLPACLZNUMCYZZ09)

Meeting ID: 841 3344 9235

Passcode: 123223

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 November 10, 2020

Documents:

[11-10-20.PDF](#)

E. Vouchers/Payroll

Voucher Total = \$890,327.50

F. Claims For Damages

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

Brian Munson - Financial Classes = No Cost

Sticks & Twigs - Barnwood Crafting Class = \$14 Per Participant

H. Information Items

I. Appointments

J. Citizen Comments

Council comments must 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. November 24, 2020.

K. Action Items

Public Hearings

1. 20-079 - Public Hearing - 2021 Budget - Public Safety
2021 Budget - 2021 Budget Public hearing for the department budget presentations for public safety.

Documents:

[20-078 PUBLIC HEARING 2021 BUDGET - PUBLIC SAFETY.PDF](#)
[2021 POLICE DEPT BUDGET PRESENTATION PDF.PDF](#)
[2021 BUDGET - FIRE DEPT PDF.PDF](#)

Resolutions

1. 20-088 - Resolution E-865 - Interlocal Agreement For ACCESS Services
The Cheney Police Department has been providing ACCESS services for Airway Heights since 2008. This Resolution renews that agreement.

Documents:

[AGENDA COVER - AIRWAY HEIGHTS ACCESS.PDF](#)
[RESOLUTION - AIRWAY HEIGHTS INTERLOCAL 2020.PDF](#)
[INTERLOCAL AGREEMENT FOR ACCESS SERVICES - AIRWAY HEIGHTS.PDF](#)

2. 20-089 - Resolution E-866 - Lodging Tax Award
The City of Cheney has received an application from the Cheney Merchants Association the annual Holiday Hoopla. The event is somewhat different this year due to social distancing guidelines but still includes the tree lighting, a drive up movie event, store front window art, and a decoration contest.

Documents:

[20-089 2020 LODGING TAX.PDF](#)
[E-850 2020 LODGING TAX APPROVAL - HOLIDAY HOOPLA.PDF](#)
[2020 AGREEMENT FOR TOURISM PROMOTION - CHENEY MERCHANTS ASSOCIATION - HOLIDAY HOOPLA.PDF](#)
[HOLIDAY HOOPLA LODGING TAX APPLICATION.PDF](#)

3. 20-090 - Resolution E-867 - Central Square & TimeClock Plus
The City is in need of an electronic timekeeping and scheduling module to work directly with and through our current payroll processing application through Central Square. Central Square, with a contracted 3rd party, offer software through TimeClock Plus. The software provided by TimeClock Plus will allow timeclock management, timekeeping, and advanced scheduling. The software will work directly with our current payroll software adding increased accountability and efficiency for both employees and payroll processing. The cost of the software is by user and will be allocated to each department in year one and then included into the IT budget from year 2 and beyond.

Documents:

[20-090 CENTRAL SQUARE - TIMECLOCK PLUS.PDF](#)
[E-867 - TIMECLOCK PLUS.PDF](#)
[CENTRAL SQUARE TIMECLOCK PLUS QUOTE Q-13719.PDF](#)
[TIMECLOCK PLUS LICENSE AGREEMENT.PDF](#)

4. 20-091 - Resolution E-868 - NP Depot Local Register Nomination
On November 5, 2020 the Historic Preservation Commission recommended the nomination of the Northern Pacific Depot to the Local Register of Historic Places

Documents:

[CCAR - 20-091 -NP DEPOT LOCAL REGISTER NOMINATION.PDF](#)
[RES E-868 NP DEPOT LOCAL REGISTER NOMINATION.PDF](#)
[NP DEPOT LOCAL REGISTER NOMINATION FINDING OF FACT.PDF](#)

5. 20-092 - Resolution E-869 - Appropriation Increase For CSD Safe Routes To School Project

The City Council authorized the Mayor to sign a contract with D-McP Construction on 9/08/2020 for the CSD Safe Routes to School Project. Staff is requesting an appropriation increase to cover additional work and quantities to the project. Original appropriation was \$440,700.00. Staff requests an increase of the appropriation to \$475,700.00. State grant construction approved \$ 477,711.00 for this project at 100%.

Documents:

[RES E-869 APPROPRIATION INCREASE CSD SAFE ROUTES TO SCHOOL.PDF](#)
[2020 CHENEY SCHOOL DISTRICT SRTS STATE FUNDING AGREEMENT 9-15-2020.PDF](#)
[CSD SAFE ROUTES TO SCHOOL PAY APPLICATION NUMBER 2.PDF](#)
[CCAR - 20-092 - APPROPRIATION INCREASE CSD SAFE ROUTES TO SCHOOL.PDF](#)

6. 20-093 - Resolution E-870 - Public Works Surplus
Staff is recommending surplus of various materials and equipment no longer utilized by the Public Works Department. Attached is a list of the surplus items and their accompanying minimum bid amounts. In accordance with CMC 2.74.

Documents:

[CCAR 20-093 PUBLIC WORKS SURPLUS.PDF](#)
[RES E-870 PUBLIC WORKS SURPLUS.PDF](#)
[2020 PUBLIC WORKS SURPLUS LIST 11-24-2020.PDF](#)

7. 20-094 - Resolution E-871 - 2021 Janitorial Service Renewal
The City of Cheney is satisfied with the janitorial services being provided by Uniserve Facilities Services Corporation for the City Hall, Utility Building, Police Station and Wren Pierson. The original November 2016 contract allows for the automatic renewal of the contract for four additional one-year terms and prevailing wage increases. City Staff is recommending an automatic fourth, one-year renewal for 2021 at \$64,625.52.

Documents:

[ACTION 20-094 JANITORIAL SERVICE RENEWAL 2021.PDF](#)

[RES E-871 JANITORIAL SERVICE RENEWAL 2021.PDF](#)
[ORIGINAL CONTRACT WITH UNISERVE FACILITIES SERVICES CORP 11-22-16.PDF](#)
[ADDENDUM 4 - 2021 JANITORIAL SERVICES CONTRACT 12-5-19.PDF](#)
[UNISERVE FACILITIES SERVICES RENEWAL 2021.PDF](#)

8. 20-095 - Resolution E-872 2020 UB Street Shop Heater Unit
DIVCO currently provides all HVAC maintenance and repair for all City buildings. The Light Department requested a quote from DIVCO Incorporated for the installation of a Unit Heater in the Utilities Building Street Shop and was provided two options. The Light Department recommends the two smaller Unit Heater options versus the one large heater option.

Documents:

[CCAR 20-095 2020 UB STREET SHOP UNIT HEATER INSTALLATION.PDF](#)
[RES E-872 2020 UB STREE SHOP UNIT HEATER INSTALLATION.PDF](#)
[2020 UB STREET SHOP UNIT HEATER AGREEMENT.PDF](#)
[DIVCO QUOTE FOR UNIT HEATER INSTALLATION.PDF](#)

9. 20-096 - Resolution E-873 - Daupler Pilot Program
Daupler, Inc. provides a 12-month Incident Response Management System Pilot Program. This program would redirect utility incident calls from the Police Department to a Daupler call center for contact and dispatch of City crews. The Pilot program is 12 months long and can be tailored to the City's needs concerning incident reporting, dispatching and documentation of incidents.

Documents:

[CCAR 20-096 2020 DAUPLER PILOT PROGRAM.PDF](#)
[RES E-096 2020 DAUPLER INCIDENT RESPONSE MANAGEMENT SYSTEM PILOT PROGRAM.PDF](#)
[DAUPLER PILOT LICENSE AGREEMENT \(CHENEY WA\).PDF](#)
[DAUPLER PROPOSAL - CHENEY WA - PILOT .PDF](#)

10. 20-097 - Resolution E-874 - Tantalus AMI Pilot Program
Tantalus is offering a six-month pilot program to test and integrate their Advanced Metering Infrastructure (AMI) into the City's water meters, electric meters and finance billing system. This program allows remote disconnects and reconnects of power, remote reads of water and electric meters, data collection, and system reporting of outages and problems. There are great efficiencies to be gained through this technology and cost savings once fully integrated.

Documents:

[CCAR - 20-097 - TANTALUS AMI PILOT PROGRAM.PDF](#)
[RES E-874 2020 TANTALUS AMI PILOT PROGRAM.PDF](#)
[TANTALUS AMI PROPOSAL.PDF](#)
[TANTALUS AMI PILOT DRAFT AGREEMENT.PDF](#)

Ordinances

1. 20-066 - Ordinance X-87 - Capital Facilities Plan 3rd Reading
On October 13, 2020 City Council passed the first reading of the 2020-2025 Capital Facilities Plan. Added additional information for the funding of a Facility Service Analysis during the 2021-2023 calendar years.

Documents:

[CCAR - 20-066 - CAPITAL FACILITIES PLAN 3RD READING.PDF](#)
[ORD X-87 CAPITAL FACILITIES PLAN 3RD READING.PDF](#)
[2020-2025 CAPITAL FACILITIES PLAN - 11-02-2020.PDF](#)

2. 20-076 - 2021 Tax Levy - Ordinance X-88, Ordinance X-89, Ordinance X-90, Ordinance X-91

Summary: The public hearing for the general property taxes and EMS levy was held November 10, 2020. 1st reading for both ordinances and substantial need for the EMS levy was approved in that meeting. Ordinance X-88 has been revised to change the levy amount from \$3.10/\$1,000 to \$2.71/\$1,000 assessed valuation. A substantial need ordinance has also been added (item #2) for the general property tax ordinance allowing a full 1% levy increase.

Documents:

[20-076 - PROPERTY TAX LEVY AND EMS LEVY.PDF](#)
[X-88 2021 GENERAL PROPERTY TAX LEVY.PDF](#)
[X-89 - GENERAL GOVERNMENTAL SUBSTANTIAL NEED ORDINANCE.PDF](#)
[X-90 2021 EMS TAX LEVY - YEAR 3 OF 6.PDF](#)
[X-91 - EMS SUBSTANTIAL NEED ORDINANCE.PDF](#)

3. 20-080 - Ordinance X-93 - 2021 Budget Ordinance

: Attached please find the 2021 Budget Ordinance. The required public hearings have been held for presentation and discussion of the 2021 Budget Ordinance on October 27, 2020, November 10, 2020, and November 24, 2020. The final public hearing for the 2021 budget is scheduled for December 8, 2020. Total 2021 Budget - all funds - is \$32,738,300.

Documents:

[20-080 2021 BUDGET ORDINANCE - 1ST READ.PDF](#)
[2021 BUDGET ORDINANCE X-93.PDF](#)
[GF PRELIMINARY BUDGET 2021 GENERAL FUND.PDF](#)
[DISCRETIONARY REQUESTS - 2021.PDF](#)

Other Business

L. Staff Reports

M. Mayor's Report

N. Council Reports

O. Executive Session

P. Adjournment