



Moses Lake City Council

Todd Voth, Mayor | Karen Liebrecht, Deputy Mayor | Bill Ecret, Council Member | Ryann Leonard, Council Member | David Curnel, Council Member | Don Myer, Council Member | Mike Norman, Council Member

March 8, 2016 – 7:00 pm

City Council Meeting Agenda

Call to Order – 7:00 pm

Roll Call

Pledge of Allegiance

Citizen's Communications – Identification

Citizens who would like to address the council during Public Questions/Comments or during a Public Hearing, should complete one of the blue speaker request cards and submit it to the Executive Secretary. Public Questions/Comments is a time in which you may address Council on any topic RELATED TO CITY MATTERS that is not already on tonight's agenda. Any public hearings that are noted on tonight's agenda will be announced when opened.

Presentations and Awards

Consent Agenda

All items listed below are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests specific items to be removed from the Consent Agenda for discussion prior to the time Council votes on the motion to adopt the Consent Agenda.

#1

- a. Approval of Minutes – February 23, 2016
- b. Approval Bills and Checks Issued

Commission Appointments

Consideration of Bids & Quotes

#2

- a. Request to Award Stormwater Cleaning Project – 2016

Petitions/Communications/Public Hearings

#3

- a. Communications – Grant County Health District – Theresa Adkinson, Administrator

Ordinances/Resolutions

#4

- a. Ordinance – Create MLMC 16.50 Fire Flow
- b. Ordinance – Annex Property – Northwest United Properties
- c. Resolution – Governance Manual
- d. With the Adoption of #4c – Ordinance – Amend MLMC 2.08 Mayor & Council

Request to Call for Bids

Referrals from Commissions

Other Items for Council Consideration

#5

- a. Request to Accept Tribal Transportation Program – Colville Confederated Tribes

Public Questions/Comments – Non-Agenda Items

Council Communications

City Manager Reports

Executive Session

Discuss with Legal Counsel Representing the Agency – Litigation RCW 42.30.110(i)

Adjournment

MOSES LAKE CITY COUNCIL
February 23, 2016

DRAFT

Council Present: Todd Voth, Karen Liebrecht, Bill Ecret, David Curnel, Don Myers, Mike Norman, and Ryann Leonard

The meeting was called to order at 7 p.m. by Mayor Voth.

PLEDGE OF ALLEGIANCE: Paul Boehm led the Council in the flag salute.

CITIZEN COMMUNICATION - None

PRESENTATION AND AWARDS - None

CONSENT AGENDA

Minutes: The minutes of the February 9 meeting were presented for approval.

Approval of Claims, Prepaid Claims, Checks, and Payroll: Vouchers audited and certified by the Finance Director as required by RCW 42.24.080, and those expense reimbursement claims, certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Council for approval and is retained for public inspection at the Civic Center. As of February 23, 2016 the Council does approve for payment claims in the amount of \$253,763.76; prepaid claims in the amounts of \$74,545.07 and \$17,676.08; claim checks in the amount of \$1,881,960.90; and payroll in the amount of \$301,323.99.

Resolution - Abandon Easement - Nelson Road Apartments: A resolution was presented which abandons an easement in Parcel H of the South Campus Park Binding Site Plan.

Resolution - Accept Easement - Nelson Road Apartments: A resolution was presented which accepts an access easement from Nelson Road Apartments, LLC for the revised parcel H, South Campus Park Binding Site Plan.

Resolution - Accept Easement - Nelson Road Apartments: A resolution was presented which accepts a municipal easement on Revised Parcel H of the South Campus Park Binding Site Plan.

Resolution - Set Public Hearing - Vacate Right-of-Way: A resolution was presented which sets a public hearing to consider the vacation of a portion of the alley in Block 28, Neppel Plat.

Resolution - Abandon Easement - Jan Marie Short Plat: A resolution was presented which abandons an easement between Lots 2 and 4 of the Jan Marie Short Plat.

Action Taken: Mr. Curnel moved that the Consent Agenda be approved, seconded by Mrs. Leonard, and passed unanimously.

COMMISSION APPOINTMENTS - None

CONSIDERATION OF BIDS AND QUOTES - None

PETITIONS, COMMUNICATIONS, OR PUBLIC HEARINGS

CONFEDERATED TRIBES OF THE COLVILLE RESERVATION

Nathan Moulton, Chief Operating Officer, Colville Fuels, Kyle Desoutel, Operations manager, and Stephenie "Pete" Palmer, Land Use and Shoreline Administrator, Joe Myers, President of Grant Petroleum, and Roni Holder Diefenback, Okanogan County Economic Alliance Director explained the plans for the site of their proposed convenience store and gas station to be located at the southwest corner of South Wanapum Drive and West Lakeshore Drive and also some of the advantages to having a tribal project in the City.

GRANT COUNTY ECONOMIC DEVELOPMENT COUNCIL

Emily Braunwart and Roy Towry explained that the Economic Development Council is committed to the

continued orderly growth of the Grant County economy and gave some examples of their activities.

MOSES LAKE SENIOR CENTER

Carry Liles, Director, and Norman Miller, President of Board of Directors, explained the programs that are available through the Moses lake Senior Center.

ORDINANCE - CREATE 6.07 - CHICKENS - 2ND READING/PUBLIC HEARING

An ordinance was presented which regulates the keeping of chickens.

The public hearing was opened.

Julia Hodgson, 2017 S. Beaumont, spoke in support of the keeping of chickens in the residential zones of the City and was opposed to the permit requirement.

The public hearing was closed.

The ordinance creating Chapter 6.07 of the Moses Lake Municipal Code entitled "Chickens" was read by title only.

There was some discussion on the required setback from property lines and neighboring residences and require the slaughter of chickens to be inside a structure, and should the chickens be licensed and tagged.

Action Taken: Mrs. Leonard moved that the ordinance be amended to change the setback to 10' from property lines and neighboring residences and to prohibit the slaughter of chickens out of doors and the second reading of the ordinance be adopted, seconded by Mr. Ecret and passed with Mr. Curnel opposed.

ORDINANCE - AMEND 18.20 - RESIDENTIAL ZONES - 2ND READING/PUBLIC HEARING

An ordinance was presented which allows manufactured homes in the single family residential zone.

Gilbert Alvarado, Community Development Director, stated that performance standards have been added so that a manufactured home will blend into a traditional residential area.

The public hearing was opened. There were no comments, so the public hearing was closed.

The ordinance amending Chapter 18.20 of the Moses Lake Municipal Code entitled "Residential Zones" was read by title only.

Action Taken: Mrs. Liebrecht moved that the second reading of the ordinance be adopted, seconded by Mr. Curnel, and passed unanimously.

RESOLUTION - ADOPT THE PARKS AND RECREATION PARK, COMPREHENSIVE, AND OPEN SPACE PLAN - PUBLIC HEARING

Spencer Grigg, Parks and Recreation Director, stated that the Park, Comprehensive, and Open Space Plan is a required by the Washington State Recreation and Conservation Office in order for the City to remain eligible for grants-in-aid. He explained the contents of the Plan.

The public hearing was opened. There were no comments, so the public hearing was closed.

The resolution adopting the 2016 Parks and Recreation Park, Comprehensive and Open Space Plan was read by title only.

Action Taken: Mrs. Leonard moved that the resolution be adopted, seconded by Mr. Myers, and passed unanimously.

ORDINANCES AND RESOLUTIONS

ORDINANCE - AMEND 18.40 - INDUSTRIAL ZONES - 2ND READING

An ordinance was presented which would allow surface mining in the heavy industrial zone as a conditional use permit.

The ordinance amending Chapter 18.40 of the Moses Lake Municipal Code entitled "Industrial Zones" was read by title only.

Action Taken: Mr. Ecret moved that the second reading of the ordinance be adopted, seconded by Mr. Norman, and passed unanimously.

ORDINANCE - CREATE 16.50 - FIRE FLOW - 1ST READING

An ordinance was presented which creates a standardized method for determining fire flow in the City.

Brett Bastian, Acting Fire Chief, stated that the current methodology of determining fire flow is subjective in nature and the proposed ordinance will standardize the approach to determining fire flow, granting reductions, or requiring additions to the fire line that are in line with the recommendations of the Washington Survey and Rating Bureau.

The ordinance creating Chapter 16.60 of the Moses Lake Municipal Code entitled "Fire Flow" was read by title only.

RESOLUTION - PETTY CASH

A resolution was presented which establishes a petty cash account in the Utility Billing Division for dealing with business licenses.

W. Robert Taylor, Finance Director, stated that this fund will establish internal controls so there is a separation between the monies collected for utilities and those being collected for business licenses.

The resolution establishing a petty cash account for the Utility Billing Division was read by title only.

Action Taken: Mr. Norman moved that the resolution be adopted, seconded by Mrs. Liebrecht, and passed unanimously.

REQUEST TO CALL FOR BIDS

SEAL COAT PROJECT

This item was tabled until after consideration of the budget adjustment.

REFERRALS FROM COMMISSIONS - None

OTHER ITEMS FOR COUNCIL CONSIDERATION

2016 BUDGET ADJUSTMENT

John Williams, City Manager, stated that the budget adjustments reflect the direction of Council during the budget study sessions.

There was some discussion by the Council.

Action Taken: Mr. Norman moved that the 2016 budget adjustments be adopted, seconded by Mrs. Leonard, and passed unanimously.

SEAL COAT PROJECT

Staff requested authorization to call for bids for the 2016 Seal Coat project. This project includes chip sealing for Pioneer Way, Wheeler Road, and Division Street.

John Williams, City Manager, pointed out that the budget will be amended to cover the cost of the project.

Action Taken: Mrs. Liebrecht moved that staff be authorized to call for bids, seconded by Mr. Curnel, and passed unanimously.

PUBLIC QUESTIONS/COMMENTS - NON-AGENDA ITEMS

USE OF CITY PROPERTY - MURPHY

Michael Murphy, 1411 S. Eastlake Drive, stated that he would like to use Sinkiuse Square for the location of his hot dog stand but one of the requirements is for the staff to have access to a restroom. He requested permission to use the restroom at Sinkiuse Square for the staff of the hot dog stand.

Gilbert Alvarado, Community Development Director, stated that the first issue would be whether or not the Council would approve Mr. Murphy to use Sinkiuse Square for his business.

Mr. Murphy gave his reasons for wanting to locate in Sinkiuse Square and explained how he would operate the hot dog stand.

There was some discussion by the Council and it was the consensus that Mr. Murphy work with staff.

COUNCIL QUESTIONS AND COMMENTS - None

CITY MANAGER REPORTS AND COMMENTS - None

EXECUTIVE SESSION

The regular meeting was recessed at 8:55 p.m. and the Council met in a 10 minute executive session with the City Attorney under RCW 42.30.110(i) to discuss potential litigation.

At 9:05 p.m. the Council extended the executive session for an additional five minutes.

At 9:10 p.m. the Council extended the executive session for an additional five minutes.

The executive session was adjourned at 9:15 p.m. and the regular meeting was reconvened at 9:15.

The Council met in a closed door session with the City Attorney per RCW 42.30.140(4) to discuss labor relations.

The regular meeting was adjourned at 9:35 p.m.

ATTEST

Todd Voth, Mayor

W. Robert Taylor, Finance Director

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
A & H PRINTERS	00000001			
		0000076313	947.84	2016 STATIONERY ORDER
		0000076313	507.32	2016 STATIONERY ORDER
		0000076313	587.61	2016 STATIONERY ORDER
		0000076313	373.38	2016 STATIONERY ORDER
		0000076544	80.93	BUSINESS CARDS - LIGGETT
		0000076313	479.43	2016 STATIONERY ORDER
		0000076313	315.82	2016 STATIONERY ORDER
		0000076313	100.54	2016 STATIONERY ORDER
		0000076313	67.50	2016 STATIONERY ORDER
		0000076313	67.50	2016 STATIONERY ORDER
		0000076496	80.93	BUSINESS CARDS/MORO
		0000076313	67.50	2016 STATIONERY ORDER
		0000076313	67.50	2016 STATIONERY ORDER
		0000076313	67.50	2016 STATIONERY ORDER
		=====		
		TOTAL:	3,811.30	
A T & T MOBILITY	00004826			
		0000076601	117.95	CELL SERVICE/ENG GPS
		=====		
		TOTAL:	117.95	
A1 JANITORIAL SUPPLY	00006442			
		0000076468	349.26	POWDERED DRAIN SEWER OPENER
		=====		
		TOTAL:	349.26	
AG WEST DISTRIBUTING CO INC	00006842			
		0000076562	2.00	SUPPLIES / TENDER
		=====		
		TOTAL:	2.00	
BARBARA NICKERSON	00007028			
		0000076578	25.20	MAC CONSIGNMENT SALES
		=====		
		TOTAL:	25.20	
BASIN SEPTIC SERVICES	00000166			
		0000076552	610.39	SEPTIC SERVICE

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000076588	163.93	PORTABLE TOILET RENTAL
		=====		
		TOTAL:	774.32	
BATTERY SYSTEMS	00004673			
		0000076497	17.17	BATTERIES
		0000076497	37.77	BATTERIES
		=====		
		TOTAL:	54.94	
BIG BEND COMMUNITY COLLEGE	00000118			
		0000076463	150.00	FLAGGING CLASS
		0000076463	150.00	FLAGGING CLASS
		0000076463	150.00	FLAGGING CLASS
		0000076463	50.00	FLAGGING CLASS
		0000076463	50.00	FLAGGING CLASS
		0000076463	150.00	FLAGGING CLASS
		=====		
		TOTAL:	700.00	
BOUND TREE MEDICAL LLC	00006022			
		0000076567	2,367.02	MEDICAL SUPPLIES
		=====		
		TOTAL:	2,367.02	
BRIAN JONES	00005620			
		0000076485	2,115.00	DRUG MONEY
		=====		
		TOTAL:	2,115.00	
BUD CLARY FORD	00006454			
		0000076498	111.61	MISC SUPPLIES
		=====		
		TOTAL:	111.61	
BUSINESS INTERIORS & EQUIPMENT	00003619			
		0000076596	1,462.88	MAINT AGREEMENT/COPIERS
		=====		
		TOTAL:	1,462.88	
C P S HUMAN RESOURCE SERVICES	00004577			
		0000076521	606.50	FIRE/POLICE CLERK TESTS
		0000076521	606.50	FIRE/POLICE CLERK TESTS
		=====		
		TOTAL:	1,213.00	
CAROL CROSS	00004253			
		0000076574	31.50	MAC CONSIGNMENT SALES

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		=====		
		TOTAL:	31.50	
CAROL HOHN	00006772			
		0000076451	175.00	BUILDING MAINTENANCE
		=====		
		TOTAL:	175.00	
CASCADE FIRE CORPORATION	00003644			
		0000076592	64.19	REPAIR & MAINTENACE SUPPLIES
		=====		
		TOTAL:	64.19	
CENTRAL MACHINERY SALES INC	00002779			
		0000076499	31.27	BROOM/HANDLE
		=====		
		TOTAL:	31.27	
CENTURYLINK	00003599			
		0000076527	8.00	LONG DISTANCE TEL SERVICE
		0000076527	8.00	LONG DISTANCE TEL SERVICE
		0000076527	40.00	LONG DISTANCE TEL SERVICE
		0000076527	40.00	LONG DISTANCE TEL SERVICE
		=====		
		TOTAL:	96.00	
	00001502			
		0000076512	44.68	TELEPHONE SERVICE
		0000076510	155.48	TELEPHONE SERVICE
		=====		
		TOTAL:	200.16	
	00003599			
		0000076527	90.00	LONG DISTANCE TEL SERVICE
		=====		
		TOTAL:	90.00	
	00001502			
		0000076512	455.61	TELEPHONE SERVICE
		=====		
		TOTAL:	455.61	
	00003599			
		0000076527	25.00	LONG DISTANCE TEL SERVICE
		=====		
		TOTAL:	25.00	
	00001502			
		0000076512	185.23	TELEPHONE SERVICE
		=====		
		TOTAL:	185.23	
	00003599			

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		0000076527 4.00	LONG DISTANCE TEL SERVICE
		=====	
		TOTAL: 4.00	
	00001502		
		0000076512 276.51	TELEPHONE SERVICE
		=====	
		TOTAL: 276.51	
	00003599		
		0000076527 10.00	LONG DISTANCE TEL SERVICE
		=====	
		TOTAL: 10.00	
	00001502		
		0000076512 129.75	TELEPHONE SERVICE
		=====	
		TOTAL: 129.75	
	00003599		
		0000076527 69.05	LONG DISTANCE TEL SERVICE
		0000076527 65.04	LONG DISTANCE TEL SERVICE
		0000076511 61.05	WATER TURN OFF NOTIFICATIONS
		0000076511 61.05	WATER TURN OFF NOTIFICATIONS
		=====	
		TOTAL: 256.19	
	00001502		
		0000076510 46.84	TELEPHONE SERVICE
		=====	
		TOTAL: 46.84	
	00003599		
		0000076511 61.05	WATER TURN OFF NOTIFICATIONS
		=====	
		TOTAL: 61.05	
	00001502		
		0000076512 44.68	TELEPHONE SERVICE
		=====	
		TOTAL: 44.68	
	00003599		
		0000076527 10.00	LONG DISTANCE TEL SERVICE
		=====	
		TOTAL: 10.00	
	00001502		
		0000076512 2,798.76	TELEPHONE SERVICE
		=====	
		TOTAL: 2,798.76	
	00003599		

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		0000076527 21.15	LONG DISTANCE TEL SERVICE
		0000076527 4.00	LONG DISTANCE TEL SERVICE
		=====	
		TOTAL: 25.15	
	00001502		
		0000076512 184.32	TELEPHONE SERVICE
		=====	
		TOTAL: 184.32	
	00003599		
		0000076527 4.00	LONG DISTANCE TEL SERVICE
		=====	
		TOTAL: 4.00	
CHASE PAYMENTECH-EFT	00004046		
		0000076458 30.63	CREDIT CARD FEES
		0000076458 1,178.68	CREDIT CARD FEES
		0000076458 1,178.68	CREDIT CARD FEES
		0000076458 1,178.68	CREDIT CARD FEES
		0000076458 1,178.68	CREDIT CARD FEES
		0000076458 1,178.69	CREDIT CARD FEES
		=====	
		TOTAL: 5,924.04	
CITY OF MOSES LAKE	00008201		
		0000076462 569.63	WATER SERVICE
		0000076507 127.44	WATER SERVICE
		0000076507 1,272.63	WATER SERVICE
		=====	
		TOTAL: 1,969.70	
	00008106		
		0000076600 6,322.21	RETAIN PE3 MAE VLLY SWR POW 15
		=====	
		TOTAL: 6,322.21	
	00008102		
		0000076493 1,050.00	SHRLNE DETRMNTION CASCADE PRK

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		TOTAL: 1,050.00	
	00008201	0000076462 159.40	WATER SERVICE
		TOTAL: 159.40	
COLUMBIA BASIN DAILY HERALD	00000210	0000076514 262.50	LEGAL PUBLICATIONS
		TOTAL: 262.50	
COLUMBIA BEARING BDI	00000274	0000076519 68.32	BELTS
		TOTAL: 68.32	
CONFLUENCE HEALTH	00005069	0000076450 19.42	PRE-EMPLOYMENT TESTING / EVENS
		0000076450 18.85	PRE-EMPLOYMENT TESTING / EVENS
		TOTAL: 38.27	
CONSOLIDATED DISPOSAL SERVICE	00006284	0000076593 20.35	DISPOSAL LOADS/TRANSFER STA
		0000076593 6.00	DISPOSAL LOADS/TRANSFER STA
		0000076593 20,682.29	DISPOSAL LOADS/TRANSFER STA
		0000076593 47,299.50	DISPOSAL LOADS/TRANSFER STA
		TOTAL: 68,008.14	
CONSOLIDATED ELECTRIC DIST	00000819	0000076563 84.70	MISC SUPPLIES
		0000076520 123.33	BALLASTS/FLUOR LAMPS
		0000076520 225.55	BALLASTS/FLUOR LAMPS
		TOTAL: 433.58	
CROWN PAPER & JANITORIAL	00007120	0000076522 561.78	MISC JANITORIAL SUPPLIES
		TOTAL: 561.78	
DEE DEE DRESSEN	00004473	0000076575 24.50	MAC CONSIGNMENT SALES
		TOTAL: 24.50	
EASTERN CASCADE DIST	00006909	0000076495 63.25	drinking water

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		TOTAL:	63.25	
FABER INDUSTRIAL SUPPLY	00000501	0000076443	115.19	MISC SUPPLIES
		0000076504	39.97	CRIMP CS STEEL WIRE CUP BRUSH
		TOTAL:	155.16	
FASTENAL COMPANY	00007372	0000076549	63.75	MISC SUPPLIES
		0000076553	19.44	MISC SUPPLIES
		0000076553	1,214.43	MISC SUPPLIES
		0000076553	628.15	MISC SUPPLIES
		0000076553	133.13	MISC SUPPLIES
		0000076553	56.39	MISC SUPPLIES
		0000076553	11.12	MISC SUPPLIES
		0000076553	266.26	MISC SUPPLIES
		TOTAL:	2,392.67	
FERRELLGAS	00002207	0000076503	94.91	DOCK CYLINDERS
		TOTAL:	94.91	
FLINT TRADING INC	00006654	0000076550	882.24	PROPANE TORCH
		TOTAL:	882.24	
GALLS, LLC	00000133	0000076487	964.35	SUPPLIES
		0000076474	116.46	UNIFORM PANTS
		0000076487	2,264.77	SUPPLIES
		0000076487	2,264.76	SUPPLIES
		0000076474	116.46	UNIFORM PANTS
		TOTAL:	5,726.80	
GINGER OAKES	00005100	0000076580	227.50	MAC CONSIGNMENT SALES

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		=====		
		TOTAL:	227.50	
GRAINGER PARTS OPERATIONS	00002755			
		0000076523	341.52	MISC SUPPLIES
		0000076523	114.07	MISC SUPPLIES
		0000076523	48.12	MISC SUPPLIES
		=====		
		TOTAL:	503.71	
HELENA CHEMICAL COMPANY	00006809			
		0000076560	159.72	MISC CHEMICALS/FERTILIZERS
		0000076560	668.79	MISC CHEMICALS/FERTILIZERS
		0000076560	809.50	MISC CHEMICALS/FERTILIZERS
		=====		
		TOTAL:	1,638.01	
HI LINE INC	00006008			
		0000076506	567.11	MISC STOCK SUPPLIES
		=====		
		TOTAL:	567.11	
HOCHSTATTER ELECTRIC	00000705			
		0000076480	84.66	CENTRIFUGALS
		=====		
		TOTAL:	84.66	
IBS INC	00004860			
		0000076524	615.64	MISC SUPPLIES
		=====		
		TOTAL:	615.64	
J KEELE PHOTOGRAPHY	00000514			
		0000076516	890.18	COUNCIL PHOTOS
		=====		
		TOTAL:	890.18	
JERRY JOHNSON	00003736			
		0000076576	210.00	MAC CONSIGNMENT SALES
		=====		
		TOTAL:	210.00	
JERRYS AUTO SUPPLY	00005835			
		0000076444	55.02	
		0000076525	1,060.10	MISC SUPPLIES/CREDIT MEMOS
		=====		
		TOTAL:	1,115.12	
KAMAN FLUID POWER LLC	00001302			
		0000076494	47.22	MISC SUPPLIES
		0000076533	1,315.36	MISC SUPPLIES

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
=====			
		TOTAL: 1,362.58	
KATHLEEN PARR & JOHN CHURCH	00004687	0000076581 37.04	MAC CONSIGNMENT SALES
		TOTAL: 37.04	
KIMMEL ATHLETIC SUPPLY	00003462	0000076465 115.32	BEG SOCCER EQUIPMENT
		TOTAL: 115.32	
LEE ANN ST CLAIR	00007066	0000076583 25.90	MAC CONSIGNMENT SALES
		TOTAL: 25.90	
LINDSAY/CULLIGAN	00005289	0000076492 20.16	MAC/PR WATER
		0000076492 20.16	MAC/PR WATER
		0000076528 63.24	BOTTLED WATER
		TOTAL: 103.56	
LOCALTEL COMMUNICATIONS	00004374	0000076509 916.75	INTERNET SERVICE
		TOTAL: 916.75	
LYNN PEAVEY COMPANY	00003799	0000076489 856.40	SUPPLIES
		TOTAL: 856.40	
MARTIN SCHEMP	00004830	0000076582 32.45	MAC CONSIGNMENT SALES
		TOTAL: 32.45	
MAYFIELD FITNESS	00007251	0000076594 608.16	MAINT/EXERCISE EQUIP
		TOTAL: 608.16	
MID-AMERICA ARTS ALLIANCE	00005255	0000076483 1,500.00	MAC EXHIBIT FEE
		TOTAL: 1,500.00	
MINISOFT INC	00004622	0000076518 1,618.50	SOFTWARE UPDATES RENEWAL
		TOTAL: 1,618.50	
MLHS BOYS BASKETBALL BOOSTER	00004983	0000076481 1,242.54	DRIBBLERS INSTRUCTION

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		TOTAL:	1,242.54	
MOON SECURITY SERVICES INC	00006510	0000076488	51.50	MONTHLY MONITORING
		TOTAL:	51.50	
MOSES LAKE BUSINESS ASSN	00005170	0000076543	150.00	2016 MEMBERSHIP DUES
		TOTAL:	150.00	
MOSES LAKE STEEL SUPPLY	00001268	0000076551	118.38	
		0000076447	44.68	REPAIR & MAINTENACE SUPPLIES
		0000076530	34.16	TUBING/FLAT ALUMINUM
		TOTAL:	197.22	
MOSES LAKE WRESTLING CLUB	00005156	0000076545	944.91	MAT MUSCLE INSTRUCTION
		TOTAL:	944.91	
MULTI AGENCY COMM CENTER E911	00006695	0000076491	41,197.94	USER FEE
		0000076482	1,014.20	USER FEES / MARCH
		0000076482	8,613.54	USER FEES / MARCH
		TOTAL:	50,825.68	
NORCO ENTERPRISES INC	00006590	0000076473	66.54	MISC SUPPLIES
		0000076473	340.51	MISC SUPPLIES
		TOTAL:	407.05	
NORTH CENTRAL WASHINGTON FENCE	00006902	0000076548	125.16	MISC SUPPLIES
		0000076452	31.29	8" ROUND NOSE PLIERS
		TOTAL:	156.45	
NORTHSTAR CHEMICAL INC	00006113	0000076531	3,435.36	SODIUM HYPOCHLORITE
		TOTAL:	3,435.36	
OREILLY AUTO PARTS	00004593	0000076534	39.56	AIR FILTER KIT/CREDIT MEMO

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		=====	
		TOTAL: 39.56	
PARKSON CORP	00006891		
		0000076470 7,098.92	SHEATH, PUNCHED QTY 500
		=====	
		TOTAL: 7,098.92	
POW CONTRACTING	00005344		
		0000076599 130,111.10	PE 3 MAE VALLEY SWR REBID 2015
		=====	
		TOTAL: 130,111.10	
PROTECT YOUTH SPORTS	00004626		
		0000076573 153.00	SOCCER BACKGROUND CHECKS
		=====	
		TOTAL: 153.00	
QUILL CORPORATION	00004811		
		0000076561 65.33	OFFICE SUPPLIES
		0000076561 65.34	OFFICE SUPPLIES
		=====	
		TOTAL: 130.67	
R M T	00004121		
		0000076461 268.84	FILTER CHRQ/RETURN/BRAKE KIT
		=====	
		TOTAL: 268.84	
REBECCA JONES	00006342		
		0000076577 29.40	MAC CONSIGNMENT SALES
		=====	
		TOTAL: 29.40	
ROBOTEX INC	00006589		
		0000076486 8,194.55	ROBOT
		=====	
		TOTAL: 8,194.55	
ROYAL ORGANIC PRODUCTS	00007187		
		0000076565 243.30	TIPPING FEES
		=====	
		TOTAL: 243.30	
SAFETY KLEEN CORP	00004265		
		0000076536 373.93	SOLVENT CLEANING
		=====	
		TOTAL: 373.93	
SHIRTBUILDERS INC	00004022		
		0000076570 526.27	UNIFORMS
		0000076570 526.27	UNIFORMS
		=====	
		TOTAL: 1,052.54	
SIGNS NOW	00007051		

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000076597	296.08	CITY/DISC GOLF COURSE SIGNAGE
		0000076597	25.61	CITY/DISC GOLF COURSE SIGNAGE
		=====		
		TOTAL:	321.69	
SOAPWORKS STUDIO	00006049			
		0000076546	154.00	MAC RESALE
		=====		
		TOTAL:	154.00	
SOLID WASTE SYSTEMS INC	00005276			
		0000076537	2,241.06	MISC SUPPLIES
		=====		
		TOTAL:	2,241.06	
SUPPLYWORKS	00003053			
		0000076538	381.90	MISC JANITORIAL SUPPLIES
		0000076538	45.81	MISC JANITORIAL SUPPLIES
		=====		
		TOTAL:	427.71	
TARGET MEDIA NORTHWEST	00007815			
		0000076466	2,738.87	PR 2016 SPRING BROCHURE
		=====		
		TOTAL:	2,738.87	
THE WESLEY GROUP	00004986			
		0000076595	400.90	LABOR RELATIONS CONSULT
		0000076595	1,125.89	LABOR RELATIONS CONSULT
		=====		
		TOTAL:	1,526.79	
TYCO INC	00004451			
		0000076539	11.46	ULTRA RED #2 GREASE TUBES
		=====		
		TOTAL:	11.46	
U S BANK - EFT	00007071			
		0000076571	21,168.75	DEBT SERV PYMT/2011 W/S BONDS
		0000076571	21,168.75	DEBT SERV PYMT/2011 W/S BONDS
		0000076517	68,137.50	DEBT SERV PYMTS/GO BONDS
		0000076517	68,137.50	DEBT SERV PYMTS/GO BONDS
		0000076517	16,905.00	DEBT SERV PYMTS/GO BONDS
		=====		
		TOTAL:	195,517.50	
UMPQUA BANK	00006670			
		0000076464	683.74	BANKING FEES
		=====		
		TOTAL:	683.74	

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
UMPQUA BANK/MERCHANT-EFT	00005882	0000076460	885.78	CREDIT CARD FEES
		0000076460	246.36	CREDIT CARD FEES
		0000076460	204.51	CREDIT CARD FEES
		0000076460	690.33	CREDIT CARD FEES
		0000076460	182.08	CREDIT CARD FEES
		0000076460	56.62	CREDIT CARD FEES
		0000076460	57.79	CREDIT CARD FEES
		0000076460	45.14	CREDIT CARD FEES
		0000076460	45.14	CREDIT CARD FEES
		0000076460	45.14	CREDIT CARD FEES
		0000076460	45.14	CREDIT CARD FEES
		0000076460	45.17	CREDIT CARD FEES
		TOTAL:	2,549.20	
VALLEY ATHLETICS	00006626	0000076479	690.56	INFIELD SUPERSACKS
		0000076479	690.56	INFIELD SUPERSACKS
		TOTAL:	1,381.12	
VERIZON WIRELESS	00002107	0000076556	61.25	CELL PHONE SERVICE
		0000076556	29.13	CELL PHONE SERVICE

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		0000076556 68.27	CELL PHONE SERVICE
		0000076556 15.20	CELL PHONE SERVICE
		0000076556 705.13	CELL PHONE SERVICE
		0000076556 66.42	CELL PHONE SERVICE
		0000076556 13.21	CELL PHONE SERVICE
		0000076556 39.14	CELL PHONE SERVICE
		0000076556 19.46	CELL PHONE SERVICE
		0000076556 58.30	CELL PHONE SERVICE
		0000076556 19.42	CELL PHONE SERVICE
		=====	
		TOTAL: 1,094.93	
VISTA SERVICE & TOWING	00004604	0000076490 193.14	SERVICES
		=====	
		TOTAL: 193.14	
W S L C B	00005083	0000076467 64.00	MAC SPECIAL OCCASION LICENSE
		=====	
		TOTAL: 64.00	
WA CITIES INSURANCE AUTHORITY	00006720	0000076598 159.00	INSURANCE DEDUCTIBLE
		=====	
		TOTAL: 159.00	
WASHINGTON STATE PATROL	00002249	0000076388 1,200.00	TRT TRAINING
		=====	
		TOTAL: 1,200.00	
WEST COAST SEED MILL SUPPLY CO	00005365	0000076453 65.78	NEEDLES 25/080
		=====	
		TOTAL: 65.78	
WESTERN PETERBILT INC	00006802	0000076541 1,322.05	DIAGNOSE/REPAIR
		=====	
		TOTAL: 1,322.05	
WESTERN SYSTEMS	00006838	0000076542 1,162.11	LOOP AMPLIFIER 4CH RACK MOUNT
		=====	
		TOTAL: 1,162.11	
WILBUR ELLIS COMPANY	00002262	0000076477 6,793.92	HERBACIDES

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
=====				
		TOTAL:	6,793.92	
XPRESS BILL PAY - EFT	00006421			
		0000076459	610.38	CREDIT CARD FEES
		0000076459	610.38	CREDIT CARD FEES
		0000076459	610.38	CREDIT CARD FEES
		0000076459	610.38	CREDIT CARD FEES
		0000076459	610.42	CREDIT CARD FEES
		TOTAL:	3,051.94	
=====				
		REPORT TOTAL:	553,242.28	

CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	68,084.25
103	GRANTS AND DONATIONS	17,623.24
116	STREET	10,309.39
410	WATER/SEWER	20,281.96
450	2011 BOND FUND	42,337.50
452	2004 BOND FUND	136,275.00
477	WATER SEWER CONSTRUCTION	137,483.31
490	SANITATION	70,120.34
493	STORM WATER	1,956.37
495	AIRPORT	221.84
498	AMBULANCE FUND	14,122.84
503	SELF-INSURANCE	159.00
517	CENTRAL SERVICES	6,818.04
519	EQUIPMENT RENTAL	8,231.67
528	BUILD MAINTENANCE	19,217.53
	TOTAL	553,242.28

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
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CORRECT AMOUNT TO BE PAID

CLAIMS APPROVAL

WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT IN THE AMOUNT OF \$553,242.28 THIS 8TH DAY OF MARCH, 2016

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COUNCIL MEMBER	COUNCIL MEMBER
.....
COUNCIL MEMBER	FINANCE DIRECTOR

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
2M COMPANY INC	00004450	0000076476	24.15	MISC SUPPLIES
		0000076540	37.33	GASKETS/COUPLINGS/SEWER PIPE
		0000076540	18.09	GASKETS/COUPLINGS/SEWER PIPE
		=====		
		TOTAL:	79.57	
ACE HARDWARE	00006538	0000076442	21.53	MISC SUPPLIES
		0000076442	411.88	MISC SUPPLIES
		0000076304	15.06	MISC SUPPLIES
		0000076442	32.33	MISC SUPPLIES
		0000076417	7.54	HOSE NOZZLES
		0000076478	46.87	MISC SUPPLIES
		0000076417	7.54	HOSE NOZZLES
		=====		
		TOTAL:	542.75	
AMERICAN LINEN	00004927	0000076566	141.46	LINEN SERVICE
		=====		
		TOTAL:	141.46	
CASCADE ANALYTICAL INC	00005014	0000076500	679.80	SAMPLE TESTING
		0000076500	1,386.76	SAMPLE TESTING
		=====		
		TOTAL:	2,066.56	
CINTAS CORPORATION LOC 607	00000271	0000076557	22.44	SHOP TOWELS/UNIFORMS
		0000076557	22.44	SHOP TOWELS/UNIFORMS
		0000076557	302.20	SHOP TOWELS/UNIFORMS
		=====		
		TOTAL:	347.08	
COMMERCIAL TIRE	00005968	0000076501	3,660.71	TIRES
		=====		
		TOTAL:	3,660.71	
CSWW, INC dba NO 40 OUTFITTERS	00001701	0000076441	218.05	MISC SUPPLIES

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR	VENDOR NO	Expenditure Account		
Department	Object Description	P.O. Number	P.O. Amount	Purpose of Purchase
CSWW, INC dba NO 40 OUTFITTERS	00001701			
		0000076305	22.64	MISC SUPPLIES
		0000076532	75.52	OVERALLS/V-BELTS
		0000076515	51.72	SCREWDRIVERS, BROOM
		0000076532	11.30	OVERALLS/V-BELTS
		=====		
		TOTAL:	379.23	
DATABAR	00007974			
		0000076513	329.00	MAIL UTILITY BILLS
		0000076513	329.00	MAIL UTILITY BILLS
		0000076513	329.00	MAIL UTILITY BILLS
		0000076513	329.00	MAIL UTILITY BILLS
		0000076513	329.00	MAIL UTILITY BILLS
		=====		
		TOTAL:	1,645.00	
EVERGREEN IMPLEMENT INC	00005234			
		0000076471	474.52	MISC SUPPLIES
		0000076471	86.59	MISC SUPPLIES
		0000076502	189.84	FUEL PUMP
		=====		
		TOTAL:	750.95	
FERGUSON ENTERPRISES INC #3007	00005482			
		0000076455	3,467.02	MISC SUPPLIES
		0000076387	216.77	MIAS SUPPLIES
		=====		
		TOTAL:	3,683.79	
H D FOWLER COMPANY	00003868			
		0000076505	23,548.80	MISC REPAIR PARTS
		=====		
		TOTAL:	23,548.80	
INLAND PIPE & SUPPLY COMPANY	00003727			
		0000076309	-98.44	MISC SUPPLIES
		0000076309	148.86	MISC SUPPLIES
		0000076469	485.90	MISC SUPPLIES
		=====		
		TOTAL:	536.32	

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
LAD IRRIGATION COMPANY INC	00001101	0000076448	50.46	MISC FIRE SUPPLIES
		TOTAL:	50.46	
LAKE AUTO PARTS	00001102	0000076396	287.48	ACRYLIC PAINT & HARDENER
		0000076526	17.01	MISC SUPPLIES/CREDIT MEMO
		0000076526	5.29	MISC SUPPLIES/CREDIT MEMO
		0000076526	962.04	MISC SUPPLIES/CREDIT MEMO
		TOTAL:	1,271.82	
LEE CREIGLOW CBO	00005899	0000076591	6,390.00	PROF SERVICES/PLAN CHECKING
		0000076591	135.00	PROF SERVICES/PLAN CHECKING
		TOTAL:	6,525.00	
NORCO ENTERPRISES INC	00006590	0000076572	207.60	MISC SUPPLIES
		TOTAL:	207.60	
PENHALLURICKS EXPRESS BUILDING	00006579	0000076445	85.45	
		0000076445	542.02	
		TOTAL:	627.47	
PLATT ELECTRIC COMPANY	00001549	0000076554	8.06	MISC SUPPLIES
		0000076554	114.96	MISC SUPPLIES
		0000076554	127.93	MISC SUPPLIES
		TOTAL:	250.95	
RATHBONE SALES INC	00005021	0000076535	623.40	MISC SUPPLIES
		TOTAL:	623.40	
STAPLES CREDIT PLAN	00007570	0000076555	156.44	TONER, BATTERIES
		0000076555	19.39	TONER, BATTERIES

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
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NAME OF VENDOR	VENDOR NO	Expenditure Account		
Department	Object Description	P.O. Number	P.O. Amount	Purpose of Purchase

		=====		
		=====		
		TOTAL:	175.83	
UNITED PARCEL SERVICE	00005456			
		0000076508	25.00	SHIPPING CHARGES
		0000076508	30.15	SHIPPING CHARGES
		=====		
		TOTAL:	55.15	
		=====		
		REPORT TOTAL:	47,169.90	

CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 03/08/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	11,972.16
116	STREET	851.94
410	WATER/SEWER	28,064.32
490	SANITATION	329.00
493	STORM WATER	329.00
498	AMBULANCE FUND	478.00
517	CENTRAL SERVICES	19.39
519	EQUIPMENT RENTAL	5,114.79
528	BUILD MAINTENANCE	11.30
	TOTAL	47,169.90

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
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CORRECT AMOUNT TO BE PAID

CLAIMS APPROVAL

WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT IN THE AMOUNT OF \$47,169.90 THIS 8TH DAY OF MARCH, 2016

.....

COUNCIL MEMBER COUNCIL MEMBER

.....

COUNCIL MEMBER FINANCE DIRECTOR



CITY OF MOSES LAKE STAFF REPORT

To: John Williams, City Manager
From: Shawn O'Brien, Assistant Municipal Services Director
Date: March 8, 2016
Proceeding Type: MOTION
Subject: Request To Award Stormwater Cleaning Project - 2016

Legislative History:

- | | |
|-----------------------|---------------|
| • First Presentation: | March 8, 2016 |
| • Action | Motion |
-

Staff Report Summary

On February 25th staff opened bids for the Stormwater Cleaning Project – 2016. The City's small works roster was used to notify contractors of the project and the City received nine (9) bids for the work.

Background

The 2016 budget includes \$130,000 for repair and maintenance of the City's stormwater system. This project will clean and record the condition of over 12,000 linear feet of 10 to 30-inch stormwater mains along West Broadway Avenue, Commerce Way, Burress Avenue, and Marina Drive.

Fiscal and Policy Implications

The project will require budgeted funds to be spent.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Approve a motion to award the Stormwater Cleaning Project – 2016.</i>	Staff will move forward with executing a contract with the low bidder to complete the work.
<ul style="list-style-type: none">• <i>Take no action.</i>	Staff will stop working on this project and wait for further direction from City council.

Staff Recommendation

Staff recommends awarding the Stormwater Cleaning Project – 2016 to Innovative Vacuum Service, Inc. in the amount of \$32,620.33.

Attachments

A.	Bid Summary
----	-------------

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">•		

STORMWATER CLEANING PROJECT - 2016 BID SUMMARY

Contract #A-770

ITEM	DESCRIPTION	APPROX. QUANTITY	UNIT	Engineer's Estimate		Innovac Edmonds, WA		Everson's Econo-Vac, Inc. Sumner, WA		Flow Technologies Inc. Puyallup, WA	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$10,000.00	\$10,000.00	\$2,000.00	\$2,000.00	\$3,480.00	\$3,480.00	\$1,725.00	\$1,725.00
2	Traffic Control	1	LS	\$10,000.00	\$10,000.00	\$1,500.00	\$1,500.00	\$7,200.00	\$7,200.00	\$18,000.00	\$18,000.00
3	Clean 10-inch Pipe	1272	LF	\$1.25	\$1,590.00	\$1.00	\$1,272.00	\$1.73	\$2,200.56	\$2.50	\$3,180.00
4	Clean 12-inch Pipe	959	LF	\$2.00	\$1,918.00	\$1.00	\$959.00	\$1.73	\$1,659.07	\$2.50	\$2,397.50
5	Clean 15-inch Pipe	2672	LF	\$3.00	\$8,016.00	\$1.00	\$2,672.00	\$1.73	\$4,622.56	\$2.50	\$6,680.00
6	Clean 18-inch Pipe	1190	LF	\$4.25	\$5,057.50	\$1.00	\$1,190.00	\$1.73	\$2,058.70	\$2.50	\$2,975.00
7	Clean 21-inch Pipe	4656	LF	\$6.00	\$27,936.00	\$1.00	\$4,656.00	\$1.73	\$8,054.88	\$2.50	\$11,640.00
8	Clean 24-inch Pipe	359	LF	\$8.00	\$2,872.00	\$1.00	\$359.00	\$1.73	\$621.07	\$2.50	\$897.50
9	Clean 30-inch Pipe	1633	LF	\$12.50	\$20,412.50	\$1.00	\$1,633.00	\$1.73	\$2,825.09	\$2.50	\$4,082.50
10	Remove Roots	2	EA	\$500.00	\$1,000.00	\$250.00	\$500.00	\$3,900.00	\$7,800.00	\$255.00	\$510.00
11	Remove Concrete from Manhole 22-033	1	LS	\$1,000.00	\$1,000.00	\$750.00	\$750.00	\$1,500.00	\$1,500.00	\$975.50	\$975.50
12	Video 10-inch Pipe	1272	LF	\$0.50	\$636.00	\$1.00	\$1,272.00	\$1.33	\$1,691.76	\$1.25	\$1,590.00
13	Video 12-inch Pipe	959	LF	\$0.50	\$479.50	\$1.00	\$959.00	\$1.33	\$1,275.47	\$1.25	\$1,198.75
14	Video 15-inch Pipe	2672	LF	\$0.50	\$1,336.00	\$1.00	\$2,672.00	\$1.33	\$3,553.76	\$1.25	\$3,340.00
15	Video 18-inch Pipe	1190	LF	\$0.50	\$595.00	\$1.00	\$1,190.00	\$1.33	\$1,582.70	\$1.25	\$1,487.50
16	Video 21-inch Pipe	4656	LF	\$0.50	\$2,328.00	\$1.00	\$4,656.00	\$1.33	\$6,192.48	\$1.25	\$5,820.00
17	Video 24-inch Pipe	359	LF	\$0.50	\$179.50	\$1.00	\$359.00	\$1.33	\$477.47	\$1.25	\$448.75
18	Video 30-inch Pipe	1633	LF	\$0.50	\$816.50	\$1.00	\$1,633.00	\$1.33	\$2,171.89	\$1.25	\$2,041.25
Subtotal					\$96,172.50		\$30,232.00		\$58,067.48		\$68,989.25
Sales Tax (7.9%)					\$7,597.63		\$2,388.33		\$4,658.43		\$5,450.15
Total					\$103,770.13		\$32,620.33		\$63,625.89		\$74,439.40

ITEM	DESCRIPTION	APPROX. QUANTITY	UNIT	AAA Sweeping LLC Veradale, WA		Big Sky Industrial Spokane, WA		Olson Brothers Pro-Vac Puyallup, WA		Bravo Environmental NW Tukwila, WA	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$4,703.00	\$4,703.00	\$2,365.00	\$2,365.00	\$4,800.00	\$4,800.00	\$7,500.00	\$7,500.00
2	Traffic Control	1	LS	\$10,973.00	\$10,973.00	\$25,000.00	\$25,000.00	\$9,750.00	\$9,750.00	\$750.00	\$750.00
3	Clean 10-inch Pipe	1272	LF	\$1.01	\$1,284.72	\$2.50	\$3,180.00	\$2.70	\$3,434.40	\$4.44	\$5,647.68
4	Clean 12-inch Pipe	959	LF	\$1.36	\$1,304.24	\$2.50	\$2,397.50	\$2.69	\$2,579.71	\$4.44	\$4,257.96
5	Clean 15-inch Pipe	2672	LF	\$1.56	\$4,168.32	\$2.50	\$6,680.00	\$2.57	\$6,867.04	\$4.44	\$11,883.68
6	Clean 18-inch Pipe	1190	LF	\$2.08	\$2,475.20	\$2.55	\$3,034.50	\$2.16	\$2,570.40	\$4.44	\$5,283.60
7	Clean 21-inch Pipe	4656	LF	\$2.37	\$11,034.72	\$2.55	\$11,872.80	\$2.40	\$11,174.40	\$4.44	\$20,672.64
8	Clean 24-inch Pipe	359	LF	\$2.72	\$976.48	\$2.60	\$933.40	\$2.99	\$1,073.41	\$4.44	\$1,593.96
9	Clean 30-inch Pipe	1633	LF	\$3.07	\$5,013.31	\$2.75	\$4,490.75	\$2.63	\$4,294.79	\$4.44	\$7,250.52
10	Remove Roots	2	EA	\$679.00	\$1,358.00	\$1,225.00	\$2,450.00	\$1,560.00	\$3,120.00	\$125.00	\$250.00
11	Remove Concrete from Manhole 22-033	1	LS	\$1,045.00	\$1,045.00	\$1,000.00	\$1,000.00	\$2,040.00	\$2,040.00	\$750.00	\$750.00
12	Video 10-inch Pipe	1272	LF	\$1.11	\$1,411.92	\$1.15	\$1,462.80	\$2.33	\$2,963.76	\$2.02	\$2,569.44
13	Video 12-inch Pipe	959	LF	\$1.49	\$1,428.91	\$1.15	\$1,102.85	\$2.31	\$2,215.29	\$2.02	\$1,937.18
14	Video 15-inch Pipe	2672	LF	\$1.95	\$5,210.40	\$1.15	\$3,072.80	\$2.21	\$5,905.12	\$2.02	\$5,397.44
15	Video 18-inch Pipe	1190	LF	\$2.27	\$2,701.30	\$1.20	\$1,428.00	\$2.48	\$2,951.20	\$2.02	\$2,403.80
16	Video 21-inch Pipe	4656	LF	\$2.72	\$12,664.32	\$1.20	\$5,587.20	\$2.06	\$9,591.36	\$2.02	\$9,405.12
17	Video 24-inch Pipe	359	LF	\$2.82	\$1,012.38	\$1.20	\$430.80	\$2.57	\$922.63	\$2.02	\$725.18
18	Video 30-inch Pipe	1633	LF	\$3.48	\$5,682.84	\$1.25	\$2,041.25	\$1.81	\$2,955.73	\$2.02	\$3,298.66
Subtotal					\$74,448.06		\$78,529.65		\$79,209.24		\$91,556.86
Sales Tax (7.9%)					\$5,881.40		\$6,203.84		\$6,257.53		\$7,232.99
Total					\$80,329.46		\$84,733.49		\$85,466.77		\$98,789.85

Shading indicates a discrepancy between the proposal and the bid summary.

STORMWATER CLEANING PROJECT - 2016 BID SUMMARY

02/25/16

JCH

Page 2 of 2

Contract #A-770

ITEM	DESCRIPTION	APPROX. QUANTITY	UNIT	Engineer's Estimate		Pipeline Video & Cleaning North Tacoma, WA		Clean Harbors Environmental Moses Lake, WA	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$10,000.00	\$10,000.00	\$17,500.00	\$17,500.00	\$7,109.75	\$7,109.75
2	Traffic Control	1	LS	\$10,000.00	\$10,000.00	\$19,500.00	\$19,500.00	\$21,240.00	\$21,240.00
3	Clean 10-inch Pipe	1272	LF	\$1.25	\$1,590.00	\$1.00	\$1,272.00	\$2.46	\$3,129.12
4	Clean 12-inch Pipe	959	LF	\$2.00	\$1,918.00	\$1.25	\$1,198.75	\$3.26	\$3,126.34
5	Clean 15-inch Pipe	2672	LF	\$3.00	\$8,016.00	\$1.50	\$4,008.00	\$3.50	\$9,352.00
6	Clean 18-inch Pipe	1190	LF	\$4.25	\$5,057.50	\$2.00	\$2,380.00	\$2.83	\$3,367.70
7	Clean 21-inch Pipe	4656	LF	\$6.00	\$27,936.00	\$2.75	\$12,804.00	\$5.07	\$23,605.92
8	Clean 24-inch Pipe	359	LF	\$8.00	\$2,872.00	\$3.25	\$1,166.75	\$8.69	\$3,119.71
9	Clean 30-inch Pipe	1633	LF	\$12.50	\$20,412.50	\$5.25	\$8,573.25	\$8.85	\$14,452.05
10	Remove Roots	2	EA	\$500.00	\$1,000.00	\$2,500.00	\$5,000.00	\$1,319.64	\$2,639.28
11	Remove Concrete from Manhole 22-033	1	LS	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	\$941.50	\$941.50
12	Video 10-inch Pipe	1272	LF	\$0.50	\$636.00	\$1.00	\$1,272.00	\$2.06	\$2,620.32
13	Video 12-inch Pipe	959	LF	\$0.50	\$479.50	\$1.00	\$959.00	\$2.73	\$2,618.07
14	Video 15-inch Pipe	2672	LF	\$0.50	\$1,336.00	\$1.25	\$3,340.00	\$1.96	\$5,237.12
15	Video 18-inch Pipe	1190	LF	\$0.50	\$595.00	\$1.50	\$1,785.00	\$2.20	\$2,618.00
16	Video 21-inch Pipe	4656	LF	\$0.50	\$2,328.00	\$2.00	\$9,312.00	\$1.68	\$7,822.08
17	Video 24-inch Pipe	359	LF	\$0.50	\$179.50	\$2.25	\$807.75	\$5.95	\$2,136.05
18	Video 30-inch Pipe	1633	LF	\$0.50	\$816.50	\$3.00	\$4,899.00	\$3.20	\$5,225.60
Subtotal					\$96,172.50		\$98,777.50		\$120,360.61
Sales Tax (7.9%)					\$7,597.63		\$7,803.42		\$9,508.49
Total					\$103,770.13		\$106,580.92		\$129,869.10

Shading indicates a discrepancy between the proposal and the bid summary.

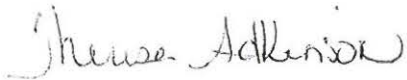
March 2, 2016

Moses Lake City Council
PO Box 1579
Moses Lake, WA 98837

RE: Grant County Health District – Presentation to City Council

I respectfully request to provide the Moses Lake City Council an update on March 8, 2016 from the Grant County Health District on public health activities in Moses Lake.

Respectfully Submitted,



Theresa Adkinson, Administrator





CITY OF MOSES LAKE
STAFF REPORT

To: John Williams, City Manager
From: Brett Bastian, Acting Fire Chief
Date: March 8, 2016
Proceeding Type: MOTION
Subject: Ordinance – Create MLMC 16.50 Fire Flow

Legislative History:

- | | |
|------------------------|-------------------|
| • First Presentation: | February 23, 2016 |
| • Second presentation: | March 8, 2016 |
| • Action: | Motion |
-

Staff Report Summary

Attached is an Ordinance that creates MLMC 16.50, Fire Flow in order to standardize the method for determining fire flow in the City of Moses Lake. Currently there are numerous methods by which fire flow can be determined. The creation of this ordinance standardizes the method of determining fire flow based on Washington Survey and Rating Bureau recommendations.

Background

The current method the Moses Lake Fire Department utilizes to determine fire flow is a combination of the Insurance Service Office guide to determining fire flow and addendums to the currently adopted state fire code. The granting of fire sprinkler credits for reduction in fire flow, and / or requiring additional fire flow based on occupancy classification and exposure to other buildings is highly subjective on the part of the reviewing party using current methodology. Creation of this ordinance will allow a standardized approach to determining fire flow, and granting reductions, or requiring additions to fire flow, that are in line with the recommendations of the Washington Survey and Rating Bureau.

Fiscal and Policy Implications

Creating this ordinance allows the City to standardize the approach to determining fire flow. Using the current subjective methodology, based on outdated fire flow determination practices, can negatively impact development based on requiring more fire flow than what may be required under the standardized methodology prescribed by Washington Survey and Rating Bureau.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Create MLMC 16.50</i>	Standardize methodology for determining fire flow with Washington Survey and Rating Bureau.
<ul style="list-style-type: none">• <i>Take no action.</i>	Continue utilizing the ISO formula for determining fire flow and subjective methodology.

Staff Recommendation

Staff Recommends the ML City Council adopt this Ordinance creating Chapter 16.50 of the Moses Lake Municipal Code entitled "Fire Flow".

Attachments

A.	Proposed Chapter 16.50 MLMC, Fire Flow
B.	Table B105, 2012 International Fire Code

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
Ordinance No. 2801	Create MLMC 16.50 Fire Flow	03/04/2016 – Katherine Kenison, City Attorney, City of Moses Lake

ORDINANCE NO. 2801

AN ORDINANCE CREATING CHAPTER 16.50 OF THE MOSES LAKE MUNICIPAL CODE ENTITLED "FIRE FLOW"

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Chapter 16.50 of the Moses Lake Municipal Code entitled "Fire Flow" is created as follows:

16.50.010 Statement of Policy: This chapter is enacted to establish the procedure to determine the fire flow requirement for buildings.

16.50.020 Definitions:

- A. Fire Flow: The flow rate of water supply, measured at a minimum of twenty (20) pounds per square inch (psi) (138 kPa) residual pressure, that is available for fire fighting.
- B. Fire Flow Calculation Area: The floor area, in square feet used to determine the required fire flow.

16.50.030 Fire Flow Calculation Area:

- A. General: The fire flow calculation area shall be the total floor area of all floor levels within the exterior walls, and under the horizontal projections of the roof of a building except for Type 1A and 1B construction buildings.
- B. Area Separations: Portions of buildings which are separated by fire walls without openings, constructed in accordance with the International Building Code, are allowed to be considered as separate fire flow calculation areas.
- C. Type 1A and 1B Construction: The fire flow calculation area of buildings constructed of Type 1A and Type 1B construction shall be the area of the three (3) largest successive floors.

16.50.040 Fire Flow Requirements for Buildings:

- A. One and two family dwellings: The minimum fire flow and flow duration requirements for one (1) and two (2) family dwellings having a fire flow calculation area that does not exceed three thousand six hundred (3,600) square feet shall be one thousand (1,000) gallons per minute for one (1) hour. Fire flow and flow duration for dwellings having a fire flow calculation area in excess of three thousand six hundred (3,600) square feet shall not be less than specified in Table B105.1 of the 2012 edition of the International Fire Code.
- B. Buildings Other Than One and Two Family Dwellings: The minimum fire flow and flow duration for buildings other than one (1) and two (2) family dwellings shall be as specified in Table B105.1 of the 2012 edition of the International Fire Code.
- C. Fire Sprinkler Credit: Fire flow may be reduced up to fifty percent (50%) for buildings equipped with an automatic fire sprinkler system designed to National Fire Protection Association (NFPA) Standard 13. Fire flow may be reduced up to twenty-five percent (25%) for buildings equipped with an automatic fire sprinkler system designed to NFPA Standard 13R.

For buildings located more than five (5) road miles from the closest City of Moses Lake Fire Station, a maximum reduction of forty percent (40%) will be granted for NFPA 13 systems and ten percent (10%) for NFPA 13R systems.

D. Fire Flow Adjustment Based on Occupancy Classification:

1. Non-Combustible: 25% reduction
2. Slow burning, limited combustibles: 15% reduction
3. Moderate burning: No reduction
4. Free Burning: 15% addition
5. Quick, intense, flash burning: 25% addition

D. Fire flow adjustment based on structural exposures:

- 0-10 feet: 25% addition
- 11-30 feet: 20% addition
- 31-60 feet: 15% addition
- 61-100 feet: 10% addition
- 101-150 feet: 5% addition

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on March 8, 2016.

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

APPENDIX B

TABLE B105.1
MINIMUM REQUIRED FIRE-FLOW AND FLOW DURATION FOR BUILDINGS

FIRE-FLOW CALCULATION AREA (square feet)					FIRE-FLOW (gallons per minute) ^b	FLOW DURATION (hours)
Type IA and IB ^a	Type IIA and IIIA ^a	Type IV and V-A ^a	Type IIB and IIIB ^a	Type V-B ^a		
0-22,700	0-12,700	0-8,200	0-5,900	0-3,600	1,500	2
22,701-30,200	12,701-17,000	8,201-10,900	5,901-7,900	3,601-4,800	1,750	
30,201-38,700	17,001-21,800	10,901-12,900	7,901-9,800	4,801-6,200	2,000	
38,701-48,300	21,801-24,200	12,901-17,400	9,801-12,600	6,201-7,700	2,250	
48,301-59,000	24,201-33,200	17,401-21,300	12,601-15,400	7,701-9,400	2,500	
59,001-70,900	33,201-39,700	21,301-25,500	15,401-18,400	9,401-11,300	2,750	
70,901-83,700	39,701-47,100	25,501-30,100	18,401-21,800	11,301-13,400	3,000	3
83,701-97,700	47,101-54,900	30,101-35,200	21,801-25,900	13,401-15,600	3,250	
97,701-112,700	54,901-63,400	35,201-40,600	25,901-29,300	15,601-18,000	3,500	
112,701-128,700	63,401-72,400	40,601-46,400	29,301-33,500	18,001-20,600	3,750	
128,701-145,900	72,401-82,100	46,401-52,500	33,501-37,900	20,601-23,300	4,000	4
145,901-164,200	82,101-92,400	52,501-59,100	37,901-42,700	23,301-26,300	4,250	
164,201-183,400	92,401-103,100	59,101-66,000	42,701-47,700	26,301-29,300	4,500	
183,401-203,700	103,101-114,600	66,001-73,300	47,701-53,000	29,301-32,600	4,750	
203,701-225,200	114,601-126,700	73,301-81,100	53,001-58,600	32,601-36,000	5,000	
225,201-247,700	126,701-139,400	81,101-89,200	58,601-65,400	36,001-39,600	5,250	
247,701-271,200	139,401-152,600	89,201-97,700	65,401-70,600	39,601-43,400	5,500	
271,201-295,900	152,601-166,500	97,701-106,500	70,601-77,000	43,401-47,400	5,750	
295,901-Greater	166,501-Greater	106,501-115,800	77,001-83,700	47,401-51,500	6,000	
—	—	115,801-125,500	83,701-90,600	51,501-55,700	6,250	
—	—	125,501-135,500	90,601-97,900	55,701-60,200	6,500	
—	—	135,501-145,800	97,901-106,800	60,201-64,800	6,750	
—	—	145,801-156,700	106,801-113,200	64,801-69,600	7,000	
—	—	156,701-167,900	113,201-121,300	69,601-74,600	7,250	
—	—	167,901-179,400	121,301-129,600	74,601-79,800	7,500	
—	—	179,401-191,400	129,601-138,300	79,801-85,100	7,750	
—	—	191,401-Greater	138,301-Greater	85,101-Greater	8,000	

For SI: 1 square foot = 0.0929 m², 1 gallon per minute = 3.785 L/m, 1 pound per square inch = 6.895 kPa.

a. Types of construction are based on the *International Building Code*.

b. Measured at 20 psi residual pressure.



CITY OF MOSES LAKE
STAFF REPORT

To: John Williams, City Manager
From: Gilbert Alvarado, Community Development Director
Date: March 3, 2016
Proceeding Type: MOTION
Subject: Ordinance - Annexation – Northwest United Properties

Legislative History:

• First Presentation:	March 8, 2016
• Second presentation:	
• Action:	Motion

Staff Report Summary

Attached is an Ordinance annexing property described as the Northwest United Properties Annexation. The annexation requested has been initiated by the property owner and accepted by the City Council. The Grant County Assessor's Office has provided the Sufficiency Certificate and verified ownership and accuracy of the legal description.

Background

The property proposed for annexation is within the Moses Lake Urban Growth Area (UGA) and considered part of the City of Moses Lake 20 year land use plan. The UGA that has been established by the Grant County Board of County Commissioners for the City of Moses Lake sets forth those areas that should be developed to urban densities, urban standards and ultimately to become incorporated into the City of Moses Lake.

Fiscal and Policy Implications

The proposed annexation would increase the level of service to be provided by the City of Moses Lake. Most directly would be public safety services; Police and Fire.

There would be some property tax base generated that would be received by the City of Moses Lake that is currently received by Grant County. Any future development of the property could also realize sales tax revenues given the commercial zoning of the area.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none"><i>Consider and approve the proposed annexation</i>	<i>Consistency with the Moses Lake Comprehensive Plan and increase the corporate limits</i>
<ul style="list-style-type: none"><i>Consider and deny the proposed annexation</i>	<i>Create inconsistency with the Moses Lake Comprehensive Plan by not considering a property within the UGA for annexation</i>

Staff Recommendation

Staff recommends that City Council consider the Ordinance annexing property described as Northwest United Properties and approve the Ordinance as provided.

Attachments

A.	Ordinance

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
N/A		

ORDINANCE NO.

AN ORDINANCE ANNEXING PROPERTY COMMONLY KNOWN AS THE NORTHWEST UNITED PROPERTIES ANNEXATION TO THE CITY OF MOSES LAKE, WASHINGTON, AND INCORPORATING THE SAME WITHIN THE CORPORATE LIMITS OF THE CITY OF MOSES LAKE

THE CITY COUNCIL OF THE CITY OF Moses Lake, Washington DO ORDAIN AS FOLLOWS:

Section 1. The following described real estate, as shown on the attached map marked Exhibit A which by this reference is incorporated within this ordinance, situated in Grant County is hereby annexed to and incorporated in the City of Moses Lake:

Tax# 3041 - a portion of the South half of the Southeast quarter of Section 25, Township 19, Range 28, described as follows: beginning at a point 834 feet East of the Southwest corner of the Southeast quarter of said Section 25; thence North 208.60; thence East 208.60; thence South 208.60; thence West 208.60 to a point of beginning.

Parcel #190522000

Said tract of land contains 8.12 acres, more or less.

Section 2. All property within the territory annexed shall hereinafter be assessed and taxed at the same rate and on the same basis as other property within the city.

Section 3. The area annexed will be zoned C-2, General Commercial and Business.

Section 4. That a copy of this ordinance shall be filed with the Board of County Commissioners of Grant County, Washington.

Section 5. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on March 22, 2016.

ATTEST:

Todd Voth, Mayor

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



Exhibit A



CITY OF MOSES LAKE STAFF REPORT

To: John Williams, City Manager
From: Gilbert Alvarado, Community Development Director
Date: March 3, 2016
Proceeding Type: MOTION
Subject: Governance Coordination Manual

Legislative History:

• First Presentation:	January 19, 2016 – Study Session Meeting
• Second presentation:	March 8, 2016
• Action:	Motion

Staff Report Summary

Attached is a Resolution adopting the previously provided Draft Governance Coordination Manual as part of our compliance with the Washington Cities Insurance Authority 2015 Annual Review and Audit. The Audit concluded that there should be written guidance and rules set forth to establish how the Council is expected to conduct themselves at their meetings. The City Council should consider the Governance Coordination Manual in conjunction with proposed amendments to MLMC 2.08, Mayor and Council, which establishes consistency between the Moses Lake Municipal Code and the Governance Coordination Manual.

Background

The City Council has been provided the Washington Cities Insurance Authority (WCIA) 2015 Annual Review and Audit, which included comments that there should be written guidance and rules governing the City Council and Commissions. The requirement that the City of Moses Lake adopt such rules stems from our surety compact with WCIA and we are contractually obligated to do so or risk violating our compact.

Fiscal and Policy Implications

Non-compliance with the WCIA compact would cause additional risk management from our surety. This could add additional coverage premiums and or re-insurance at a higher premium due to risk.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none"><i>Consider and approve the proposed Governance Coordination Manual</i>	<i>Compliance with WCIA 2015 Annual Review and Audit</i>
<ul style="list-style-type: none"><i>Consider and take no action</i>	<i>Additional risk with non-compliance with the 2015 WCIA Annual Review and Audit</i>

Staff Recommendation

Staff recommends that City Council consider the attached Resolution and adopt the Governance Coordination Manual as presented.

Attachments

A.	Resolution No. 3597

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">Governance Manual	Governance Coordination Manual	03/03/2016 –Katherine Kenison, City Attorney, City of Moses Lake

RESOLUTION NO. 3597

A RESOLUTION OF THE CITY OF MOSES LAKE, WASHINGTON, CREATING THE
RULES OF PROCEDURE FOR CITY COUNCIL MEETINGS, PUBLIC HEARINGS,
LEGISLATIVE PROCESS AND GENERAL GOVERNMENT POLICIES.

RECITALS:

1. The Moses Lake City Council desires that all Council meetings be open and responsive to the public.
2. Such meetings should be carried out with efficiency and uniformity in the manner of Council, staff, and public interactive participation.
3. Written rules of procedure best assure an atmosphere conducive to said efficiency and uniformity, and that no member of the Council or public need be embarrassed or uncomfortable in the exercise of his/her right of free expression.

RESOLVED:

1. Resolution No. 3597 hereby adopts the March 8, 2016 Council Governance Coordination Manual.

Adopted by the City Council on March 8, 2016.

ATTEST:

Todd Voth, Mayor

W. Robert Taylor, Finance Director



CITY OF MOSES LAKE STAFF REPORT

To: John Williams, City Manager
From: Gilbert Alvarado, Community Development Director
Date: March 3, 2016
Proceeding Type: MOTION
Subject: Ordinance - Amend MLMC 2.08, Mayor and Council

Legislative History:

• First Presentation:	March 8, 2016
• Second presentation:	
• Action:	Motion

Staff Report Summary

Staff has drafted proposed amendments to MLMC 2.08, Mayor and Council as part the creation of the Governance Coordination Manual. The proposed amendments to MLMC 2.08 will establish consistency between the Moses Lake Municipal Code and the proposed Governance Coordination Manual. The substantive changes to MLMC 2.08 are the City Council Agenda format and the establishment of a set time for City Council Study Sessions, which are identified within the Governance Coordination Manual.

Background

The City Council has been provided documentation from the Washington Cities Insurance Authority (WCIA) with regards to the adoption of rules governing the City Council and Commissions. The requirement that the City of Moses Lake adopt such rules stems from our surety compact with WCIA and we are contractually obligated to do so or risk violating our compact.

Fiscal and Policy Implications

None

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none"><i>Consider and approve the proposed amendments to MLMC 2.08, Mayor and Council</i>	<i>Establish consistency with the Governance Coordination Manual</i>
<ul style="list-style-type: none"><i>Consider and make no changes to the proposed amendments to MLMC 2.08, Mayor and Council</i>	<i>Consideration of The Governance Coordination Manual would be problematic and would thwart adoption of the Manual</i>

Staff Recommendation

Staff recommends that City Council consider the proposed amendments to the MLMC 2.08. Mayor and Council, and approve the Ordinance as presented.

Attachments

A.	Ordinance No. 2802

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">Ordinance No. 2802	Ordinance Amending MLMC 2.08	03/03/2016 – Katherine Kenison, City Attorney, City of Moses Lake

ORDINANCE NO. 2802

AN ORDINANCE AMENDING CHAPTER 2.08 OF THE MOSES LAKE MUNICIPAL CODE ENTITLED "MAYOR AND COUNCIL"

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Chapter 2.08 of the Moses Lake Municipal Code entitled "Mayor and Council" is amended as follows:

2.08.010 Regular Meetings: The City Council of the City of Moses Lake shall have two regular meetings each month: a business session on the second and fourth Tuesdays of each month beginning at 7 p.m. and a workshop/study session commencing at 6 p.m. on the same day as the regular business session each month.

~~Meeting Times and Place: The City Council shall meet in regular session on the second and fourth Tuesdays of each month at 7 p.m. unless otherwise provided by motion. The place of meeting shall be the Council Chambers unless otherwise provided by motion.~~

2.08.020 Special Meetings: Special meetings may be called by the Mayor or any two members of the City Council. The meetings shall be held in the Council Chambers unless otherwise provided by motion. The City Manager shall prepare a notice of special session stating time, place, and subject matter. The notice shall be served personally upon each member of the City Council or left at their usual place of residence, at least twelve (12) hours before the time of meeting. Only matters set forth in the notice of the meeting shall be discussed at such meetings.

2.08.025 Election of Mayor and Deputy Mayor: The election of the Mayor and Deputy Mayor shall be done pursuant to RCW 35A.13 and the Governance Coordination Manual. Biennially, at the first meeting of the new City Council, in even numbered years, the City Council members shall choose a chairman and vice-chairman of the City Council from among their number. The chairman shall have the title of Mayor and the vice-chairman shall have the title of Deputy Mayor.

2.08.030 Mayor - Duties Generally:

A. The Mayor shall preside at meetings of the City Council, and be recognized as the head of the city for all ceremonial purposes and by the Governor for purposes of military law.

B. The Mayor He shall have no regular administrative duties, but in time of public danger or emergency, if so authorized by the City Council, shall take command of the police, maintain law, and enforce order.

2.08.035 Deputy Mayor - Duties Generally: The Deputy Mayor shall serve in the absence or temporary disability of the Mayor.

2.08.040 Appointments by Mayor: It shall be the duty of the Mayor, and he is authorized to appoint, subject to confirmation by the City Council, members of the following commissions:

A. Planning Commission

B. Park and Recreation Commission

C. Airport Commission

D. Tourism Commission

2.08.050 Councilman Pro Tempore: In the case of a City Council members' extended excused absence

or disability a City Council member Pro Tempore, selected by a majority of the members of the City Council, shall be appointed to serve during the absence or disability.

2.08.060 Attendance at City Council Meetings by City Officers: The Mayor, or any member of the City Council may, through the City Manager, request the attendance at any meeting of the City Council of any department head, officer, or employee of the city.

2.08.070 Order of Business - Agenda:

A. The business of all regular meetings of the City Council shall be done pursuant to the Governance Coordination Manual. ~~transacted in the following order, unless the City Council, by a majority vote of the members present, suspends the rules and changes the order.~~

- ~~1. Roll call;~~
 - ~~2. Pledge of Allegiance;~~
 - ~~3. Identification of citizens wanting to discuss agenda items and non-agenda items;~~
 - ~~4. Presentations and Awards;~~
 - ~~5. Consent agenda;~~
 - ~~6. Commission Appointments~~
 - ~~7. Consideration of bids and quotes;~~
 - ~~8. Petitions, communications, or public hearings;~~
 - ~~9. Ordinances and resolutions;~~
 - ~~10. Requests to call for bids;~~
 - ~~11. Referrals from commissions;~~
 - ~~12. Other items for City Council consideration;~~
 - ~~13. Non-Agenda Items and public questions and comments;~~
 - ~~14. City Council questions and comments;~~
 - ~~15. City Manager reports and comments.~~
- ~~B. Minutes of preceding meetings and bills tendered for payment shall not be read at each meeting prior to approval, unless a member of the City Council should request such reading.~~

2.08.080 Introduction of Ordinances: All proposed ordinances shall be prepared by the city staff and shall bear certification by the City Attorney that they are correct as to form. The City Manager, or the appropriate department head, shall attach to each proposed ordinance a brief summary of the provisions. Where it is proposed to amend an existing portion of the Municipal Code, the summary shall indicate the change sought to be made.

2.08.090 Appropriation Ordinances: No ordinance shall be prepared that provides for the appropriation of money unless it has prior approval of the City Manager and the Finance Director.

2.08.100 Enactment Procedure: Ordinances shall be read by title only unless the ordinance has been placed

on the Consent Agenda for consideration; provided, that should a member of the City Council or a member of the audience in attendance at the time the Consent Agenda is considered desire to remove an ordinance from the Consent Agenda, that request shall be granted, except as provided otherwise herein. All ordinances shall be read by title only except those relating to the issuance of bonds, bond anticipation notes, tax anticipation notes, revenue anticipation notes, inter-fund loans, and registered warrants, shall receive two readings, by title only, and the second reading shall not be upon the day of its introduction; except that an ordinance, if it has been declared to be of an emergency nature, with what constitutes an emergency being in the sole discretion of the City Council, may be passed at the time of its introduction by a two-thirds vote of the entire City Council present; provided, that all state laws now in effect or as amended or made effective which refer to the passage of ordinances and made applicable to the city shall also be followed. All ordinances relating to the issuance of bonds, bond anticipation notes, tax anticipation notes, revenue anticipation notes, inter-fund loans, and registered warrants shall only receive one reading, by title only. All ordinances which come to the City Council for final action as required by state law but which were approved by the Planning Commission pursuant to Title 20 of this Code shall be placed on the Consent Agenda by staff and may not be removed from the Consent Agenda for independent action by the City Council. Ordinances coming to the City Council for final action on the Consent Agenda pursuant to Title 20 shall be passed on a single consideration of the Consent Agenda and without being read by title only.

2.08.110 Effective Date of Ordinances: All ordinances, except emergency ordinances, shall take effect five days after the date of passage and publication as required by law. Emergency ordinances shall take effect immediately upon their passage.

2.08.120 Emergency Expenditures - Nondebtable Emergencies: ~~Upon the May 18, 1980 eruption of Mount St. Helens and the resulting downwind fallout of ash upon the city, a nondebtable emergency condition pursuant to RCW 35A.33.081 is declared to exist which requires the immediate preservation of order and public health, to restore the city streets, roads, sewers, and public facilities to a condition of usefulness and provide public relief from the ash fallout, estimated at two million tons within the corporate limits of the city. The estimated amount is one million five hundred thousand dollars per week for an undetermined time. The enactment of this section provides authority for making such emergency expenditures therefor without notice or hearing as provided by RCW 35A.33.080 35-33-084.~~

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on March 8, 2016.

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



CITY OF MOSES LAKE STAFF REPORT

To: John Williams, City Manager
From: Gilbert Alvarado, Community Development Director
Date: March 4, 2016
Proceeding Type: Motion
Subject: Colville Confederated Tribes – Tribal Transportation Program

Legislative History:

• First Presentation:	February 23, 2016
• Second presentation:	March 8, 2016
• Action:	Motion

Staff Report Summary

Attached is a request from Jason Palmer, Senior Transportation Planner, to add three routes within the City of Moses Lake to their Tribal Transportation Program (TPP) Inventory database. See attached acknowledgement and agreement provided by The Confederated Tribes of the Colville Reservation, Colville Business Council. A presentation was made by members of the Colville Confederated Tribes at the last City Council meeting but no formal action was requested.

Background

The Tribal Transportation Program (TPP) Inventory provides a Federal funding mechanism to the Colville Confederated Tribes for possible transportation improvements associated with any of their projects that impact those routes detailed on the TPP inventory.

Fiscal and Policy Implications

Not applicable

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">Consider and approve the request to be included in the TPP	<i>Colville Confederated Tribes gains access to a Federal funding mechanism for possible transportation improvements associated with any of their projects that impact the routes detailed on the TPP inventory</i>
<ul style="list-style-type: none">No action	<i>Colville Confederated Tribes does not have access to a Federal funding mechanism for possible transportation improvements associated with any of their projects that impact the routes detailed on the TPP inventory</i>

Staff Recommendation

Staff recommends that City Council consider the request and authorize the City Manager to sign the BIA TPP Program form as presented by the Colville Confederated Tribes.

Attachments

A.	BIA TPP Program Form

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
Agreement	BIA TPP Program	03/03/16 – Katherine Kenison, City Attorney, City of Moses Lake

----- Original Message -----

From: Jason Palmer (PLN) [<mailto:Jason.Palmer.PLN@colvilletribes.com>]

To: galvarado@cityofml.com, Pete.Palmer@colvilletribes.com

Cc: nathanm@ctecorp.org, k.desautel@CTECORP.ORG

Sent: Mon, 29 Feb 2016 16:25:15 +0000

Subject:

Gil,

As a part of the TTP Inventory process, the Authority Having Jurisdiction (AHJ) does not necessarily enter into an agreement with the Tribes to have a route added to the Tribes' inventory. The only thing that is needed from the City of Moses Lake is a letter acknowledging the addition of the route to the Tribes' inventory and a statement that the city agrees to keep the routes open to the public and agrees to continue to provide maintenance to the route. I have attached samples of two letters from Okanogan County and the town of Coulee Dam for you to reference. I have also attached a draft letter for you to review.

If you need additional information please let me know.

limlimtx (Thank you),

Jason Palmer, CCM

Sr. Transportation Planner

509-634-2538 Office

**The Confederated Tribes of the
Colville Reservation
Colville Business Council**
P.O. Box 150
Nespelem, WA 99155
Ph: (509) 634-2200 Fax: (509) 634-4116

City of Moses Lake
P.O. Box 1579
Moses Lake, WA 98837
Ph: (509) 764-3701

BIA TTP Program:

The following listed routes identified by The Confederated Tribes of the Colville Reservation are being submitted to BIA Tribal Transportation Program (TTP) for inclusion into the BIA TTP Inventory Official Database. The following routes listed are owned by City of Moses Lake, hereinafter referred to as OWNER.

Route Name	Route #	Section #	Route Location*
S Wanapum Dr	9603	010	P03-101
W Lakeshore Dr	9601	010	P03-101
W Wapato Dr	9602	010	P03-101

**Route Location uses BIA TTP designated "Reservation" number. In P03-101, "P" designates the Northwest Region, "03" designates the Colville Agency, and "101" designates the Confederated Tribes of the Colville Reservation.*

The OWNER of these routes hereby acknowledges that the OWNER will continue to be responsible for **maintenance** of these routes if TTP funds are used to improve these routes and that the routes will be **open to the public** unless the route(s) meet the definition of 25 C.F.R. 170.120, 170.121, and 170.122. Requirement – U.S.C. 116(a)(b).

Authorized Signature

Date

Printed Name

Title, Organization

The Confederated Tribes of the
Colville Reservation
Colville Business Council
P.O. Box 150
Nespelem, WA 99155
Ph: (509) 634-2200 Fax: (509) 634-4116

Town of Coulee Dam
306 Midway Ave
PO Box 180
Coulee Dam, WA 99133
Ph: (509) 633-1105 Fax: (509) 633-1370

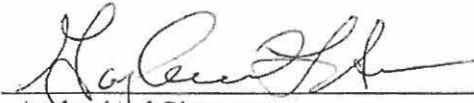
BIA IRR Program:

The following listed routes identified by The Confederated Tribes of the Colville Reservation through Resolution No. 2012-100 are being submitted to BIA Indian Reservation Roads (IRR) Program for inclusion into the BIA IRR Inventory Official Database. The following routes listed are owned by Town of Coulee Dam, hereinafter referred to as OWNER.

Route Name	Route #	Section #	Route Location*
Roosevelt Way	9422	010	P03-101
Mead Way	9423	010	P03-101
Mead Way	9423	020	P03-101
Aspen St	9426	010	P03-101
Birch St	9427	010	P03-101
Cedar St	9428	010	P03-101
Fir St	9429	010	P03-101
Holly St	9430	010	P03-101
Pine St	9431	010	P03-101
Spruce St	9432	010	P03-101
Central Dr	9433	010	P03-101
Central Dr	9433	020	P03-101
Tulip St	9434	010	P03-101
Walnut St	9435	010	P03-101
Yucca St	9436	010	P03-101
6th St	9437	010	P03-101
Civic Wy	9438	010	P03-101
Crest Dr	9439	010	P03-101
Crest Dr	9439	020	P03-101
Camas St	9440	010	P03-101
12th St	9441	010	P03-101
Tilmus St	9442	010	P03-101
11th St	9442	020	P03-101
Crest Dr	9443	010	P03-101
Kit Rd	9446	010	P03-101

**Route Location uses BIA IRR designated "Reservation" number. In P03-101, "P" designates the Northwest Region, "03" designates the Colville Agency, and "101" designates the Confederated Tribes of the Colville Reservation.*

The OWNER of these routes hereby acknowledges that the OWNER will continue to be responsible for **maintenance** of these routes if IRR funds are used to improve these routes and that the routes will be **open to the public** unless the route(s) meet the definition of 25 C.F.R. 170.120, 170.121, and 170.122. Requirement – U.S.C. 116(a)(b).


Authorized Signature

5-25-12
Date

Gayland Snow
Printed Name

Mayor, Town of Coulee Dam
Title, Organization

The Confederated Tribes of the
Colville Reservation
Colville Business Council
P.O. Box 150
Nespelem, WA 99155
Ph: (509) 634-2200 Fax: (509) 634-4116

Okanogan County
123 5th Avenue North, Room 150
Okanogan, WA 98840
Ph: (509) 422-7100 Fax: (509) 422-7106

BIA IRR Program:

The following listed routes identified by The Confederated Tribes of the Colville Reservation through Resolution No. ~~2012-100~~ are being submitted to BIA Indian Reservation Roads (IRR) Program for inclusion into the BIA IRR Inventory Official Database. The following routes listed are owned by Okanogan County, hereinafter referred to as OWNER.

Route Name	Route #	Section #	Route Location*
Brooks Tracts Rd. (OCR No. 33580)	9326	010	P03-101
Co Rd. 280 (OCR No. 37350)	9329	010	P03-101
Monse Bridge Rd (OCR No. 18360)	9374	010	P03-101
Monse Bridge Rd (OCR No. 18360)	9374	020	P03-101
Monse Bridge Rd (OCR No. 18350)	9374	030	P03-101
Lone Pine Ln (OCR No. 35190)	9448	010	P03-101
Riverview Dr (OCR No. 35230)	9452	010	P03-101
Nespelem Access Road (OCR No. 36410)	9527	010	P03-101

*Route Location uses BIA IRR designated "Reservation" number. In P03-101, "P" designates the Northwest Region, "03" designates the Colville Agency, and "101" designates the Confederated Tribes of the Colville Reservation.

The OWNER of these routes hereby acknowledges that the OWNER will continue to be responsible for **maintenance** of these routes if IRR funds are used to improve these routes and that the routes will be **open to the public** unless the route(s) meet the definition of 25 C.F.R. 170.120, 170.121, and 170.122. Requirement – U.S.C. 116(a)(b).

Robert L. Pratten
Authorized Signature

5/29/12
Date

Robert L. Pratten
Printed Name

Director OK CO Public Works
Title, Organization