

Study Session Minutes
Selah City Council
May 24, 2016
4:30pm

Mayor Raymond opened the Study Session.

City Administrator Wayman gave a PowerPoint presentation building costs and an estimate of potential changes in bond interest ratings, which has been attached as part of the record for these minutes.

Barbara Klein, Traho Architects, P.S., gave a PowerPoint presentation on what the predesign report will address and the details that it will include, which has been attached as part of the record for these minutes.

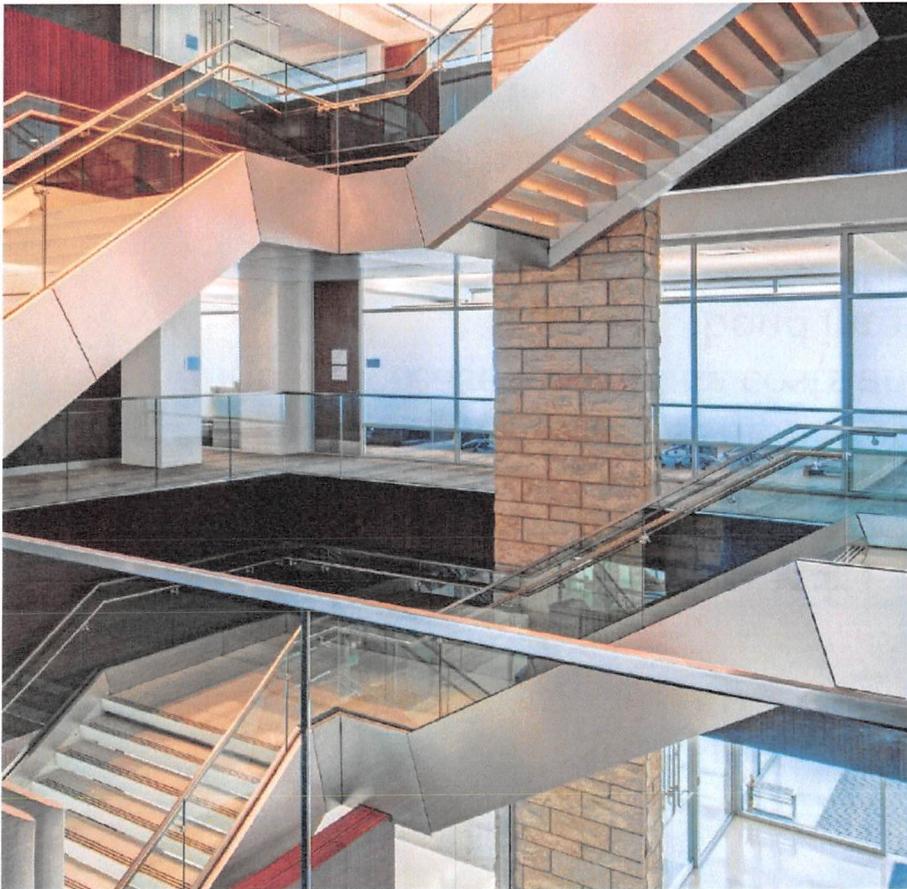
At 5:29 pm, Council Member Tierney moved, and Council Member Carlson seconded, to extend the Study Session by another thirty minutes. By voice vote, approval was unanimous.

Nancy Chiron, Traho architects, P.S., gave a PowerPoint presentation on the costs associated with the predesign report, which has been attached as part of the record for these minutes.

The Study Session ended at 6:00pm.

Opportunity Cost

The following slides demonstrate an anticipated five percent (5%) annual increase in building costs and an estimate of potential changes in bond interest ratings.



Dallas-Fort Worth Airport, Consolidated Headquarters
Dallas-Fort Worth, Texas

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www.turnerconstruction.com/cost-index

Year	Average Index	Δ%
2015	943	4.5
2014	902	4.4
2013	864	4.1
2012	830	2.1
2011	812	1.6
2010	799	-4.0
2009	832	-8.4
2008	908	6.3
2007	854	7.7
2006	793	10.6
2005	717	9.5
2004	655	5.4
2003	621	0.3

The Turner Building Cost Index is determined by the following factors considered on a nationwide basis: labor rates and productivity, material prices and the competitive condition of the marketplace.

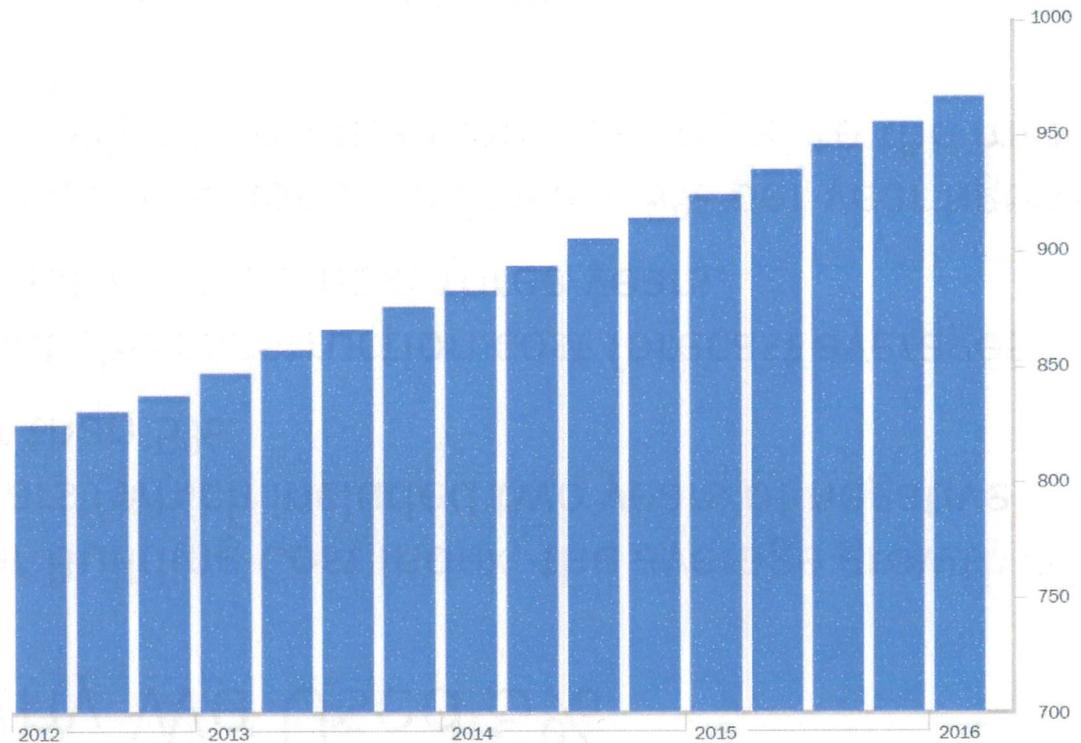
Turner

Turner Building Cost Index

2016 First Quarter Forecast

“The shortage of skilled labor is outweighing the impact of declining material prices. As the volume of work remains relatively high, we expect subcontractors to continue to be strategic in pursuits, ultimately resulting in upward cost pressures.”

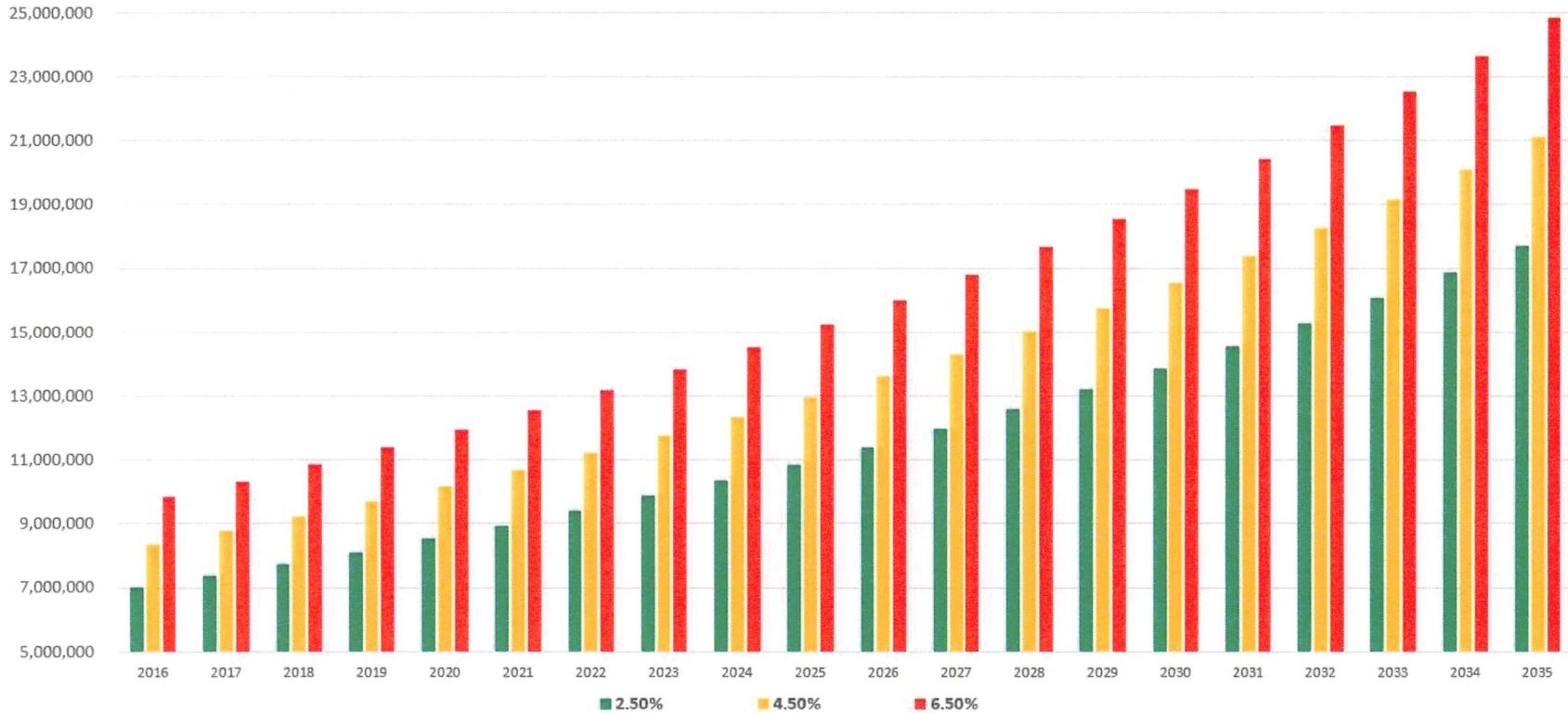
Attilio Rivetti
Vice President



Why We Used 5%

1. According to the Turner Building Cost Index, the average growth of cost during the last 12 years (which included two years of negative growth) has been greater than 5%.
 2. Traho has suggested that the construction cost forecast averages range from 4% to 9% annually for the next three years.
 3. In a recent email they recommended, “using a 7.5% per year figure for escalation factor. This is slightly on the high side to get to the mid construction time of Fall 2017.”
- We feel that a 5% annual cost increase is justifiable yet conservative.

Potential Building Costs (Totals)
 Including Three (3) Levels of Interest Rates and a 5% Annual Building Cost Increase
 Baseline: \$7 Million Today at 2.5% Interest



Each bar on the chart represents the estimated total building cost for the City Hall/Police Department Project if that project was started in any given year in the next 20 years at a designated interest rate. Our Baseline (if we started the project this year) is the first green bar in 2016 showing a \$7,000,000 total project cost calculated with a 2.5% interest rate.

For Example: The orange bar in 2020 shows us that if we started the same project 4 years from now at a 4.5% interest rate we would pay over \$10,000,000 or approximately 3 million dollars more than the same building started today.



May 24, 2016

Centennial Hall

What will Selah's Predesign Report address?

- 1. What is in Centennial Hall and what will it cost?**
- 2. What will it look like?**
- 3. How will it be built?**
- 4. Documentation**

May 24, 2016
Centennial Hall



What will Selah's Predesign Report address?

1. What is in Centennial Hall and what will it cost?

- a. **Coordinate** with City staff to evaluate City Hall and Police Department needs: current, 5-year and 10 year; consider potential expansion for the future
- b. Consult on **Public Safety** issue – the changing face of security; the 3 circulation pathways required in modern court buildings: public, defendant, judicial/staff; Police processing requirements
- c. **Space needs** assessment - determine net and gross square feet requirements
- d. Determine **parking** requirements: shared parking; events (Community Days, etc.); Police bullpen; public access; adjacent uses (school traffic); emergency egress for Police; code requirements
- e. Reconfirm "**one-stop shop**" approach for public access: community planning including city planner, building permits, code inspections, (engineering) fees for site plan reviews through the city planner, storm drain inspections, business licenses, court clerk functions, utilities payments, dog licenses
- f. Develop outline **list of materials and building systems**: durability/quality (75 years as a goal?), ceiling heights, codes impact, and life cycle cost review such as upfront costs vs. payback timeline and operating costs
- g. Evaluate **site development**: site survey; ground penetrating radar/GPR but no Phase 1 Environmental Site Assessment; identify and budget for offsite infrastructure such as fiber optics to site, sidewalks and street lights; landscape features, power pole relocation, on-site storm drainage, etc.
- h. Outline **total project costs** – hard/construction costs plus soft costs such as Furniture, Fixtures and Equipment, security and phone systems, window coverings, project management, design and engineering fees, net loss or gain in staffing due to occupation of a new facility and altered ways in which staff function such as how many cash drawers, etc.
- i. Consider **future expansion and/or functions at Centennial Hall that don't exist now**: dispatch; indoor range; more meeting/conference rooms if not solely dedicated to personnel - which will function as multi-use space, with secured storage space assigned to each use; and center core/trunk line LAN rooms with branching to each department – i.e. provide access and flexibility to anticipate technology change; adequate interstitial space for ducts, low voltage wiring – or exposed systems; non-combustible construction
- j. **Escalation of construction costs** over time
- k. **Maintenance and operations projections**: need for staff training; efficiency in running HVAC systems such as multi-zone configuration; manageable technology- controls for security and HVAC and lighting and how much of this could/should be capable of remote control



May 24, 2016

Centennial Hall

What will Selah's Predesign Report address?

2. What will it look like?

- a. **Options** – this is where it gets exciting! Bringing images to the table and sorting them out
- b. What **image** does Selah want to project? Legacy project with a civic focus: identity for Selah; scale; massing; colors; materials; regional and/or historic references
- c. Relate to **new ideas** in downtown revitalization: recruitment of retail business, Selah Downtown Association/design committee, First Street trees, green space/portable park, and pedestrian amenities
- d. **Trends in design** of local government projects: (convenient and economically viable) location; think big (relate to neighborhood/town revitalization and planned infrastructure improvements); provide plenty of public gathering areas for neighborhood events, including outdoor amenities; making the design open and welcoming; include local history in the design details
- e. **Transparency, daylight, security/CPTED review, courtyard(s)** – indoor/outdoor connection
- f. **Staff and public access:** necessary separations
- g. City Hall and Police and Council Chambers/Courtroom **access will lead the floor plan development**
- h. **Parking:** convenience as well as security; relate to landscape features, front yard of Centennial Hall – how does the facility appear from the street?
- i. **Durability** of materials; consider economy but make a **civic statement** – project goal is how to get the most value for the City
- j. **"Bubble"** diagrams to define adjacencies
- k. **Public process:** demonstrate the teamwork between the City Council, staff and Traho; (2) Town Halls, (1) presentation to Planning Commission, (1) final study session with the Council
- l. **Perspective drawing** of the selected option



May 24, 2016
Centennial Hall

What will Selah's Predesign Report address?

3. How will it be built?

a. GCCM: General contractor/construction manager

- GC as team member
- City staff resources: City Administrator will take the lead
- Qualifications and cost-based selection
- Budget and constructability issues included in design process
- Budget is transparent
- MACC/maximum allowable construction cost will be known in advance

b. Design-bid-build

- Dealing with low bidder and potentially more change orders
- Construction cost unknown until bidding
- Development of bid alternates

c. Schedule development:

- Contractor selection or bidding
- SEPA checklist – City Planner
- Rezone – City Planner
- Financing method/ timeline
- Accommodate move-in and systems start-up
- City Council approval(s)
- Off-site improvements – phasing?
- Furniture, fixtures and equipment/FF&E: warehousing, checking for damage, installation
- City centennial – some urgency but may not be critical
- Police Department lease – some urgency but may not be critical



May 24, 2016
Centennial Hall

What will Selah's Predesign Report address?

4A. Documentation: Items provided by City of Selah

- a. Site **survey** – HLA, City Engineer; Traho will coordinate with HLA
- b. **SEPA** checklist – prepared by City Planner
- c. **Method of construction** will be determined: GCCM or design/bid/build
- d. Completed **Department Information** lists
- e. **Meeting notes from public process** Town Hall meetings
- f. **Building construction description**: narrative of vision and goals; shared with Traho
- g. Prompt response to request(s) for information

4B. Documentation: Items provided by Traho and subconsultants

- a. Project **schedule**
- b. **Tours** of existing City Hall, Police and Public Works with summary notes
- c. **Space Program**: outline of rooms/sizes within new Centennial Hall
- d. **Public safety** issues addressed/coordination with the DLR Group
- e. **Building construction description**: narrative of vision and goals; shared with City
- f. **Budget** based on space program
- g. **Adjacency "bubble" diagram** site/floor plans – 2 options
- h. **Public process Town Hall meetings (1st meeting)** and Planning Commission meeting (1)
- i. **Scaled floor plan and elevation "massing"** sketches
- j. **Perspective drawing** of final option selected/coordination with 3-D Allusions
- k. **Public process Town Hall meeting (2nd meeting)**
- l. City Council **Study Session**
- m. **Compilation** of final document



**May 24, 2016
Centennial Hall**

DRAFT FEE PROPOSAL – NOT TO EXCEED

Billed based upon percentage (%) of project completion

Traho Architects, P.S.	\$35,328.00
DLR Group	\$ 6,160.00
Wardell Architects	\$ 4,032.00
Perspective Illustrator (estimated)	\$ 3,360.00
GPR Radar Site Investigations	\$ 1,120.00
TOTAL	\$50,000.00

May 24, 2016
Centennial Hall



What will this Predesign Report cost?

1. Predesign reports fees typically run 1% to 1.5% of the project construction cost. The fees are negotiated with professionals and depend on the complexity of the project and the need for a specialized consulting expertise. (Source: *Washington State Office of Financial Management- Predesign Manual*)

Example: Project budgets includes “non-construction or “Soft Costs” These include design fees, sales taxes, and permits. Soft costs can run from 25% to 50% of a project cost. Construction cost estimated at 4 million, fee for a pre-design report is expected to be \$40,000 to \$60,000.

The Selah Centennial Hall Pre design study is expected to cost less than \$50,000.
We just gave a draft fee proposal to Don.

2. Selah’s new city building is a 100 years of growth in the making of a Centennial Hall, Police Station and District Court Facilities.

3. Predesign Study includes a comprehensive team of contributors and participants:

City of Selah: Administrator, Planning, Public Works, Mayor, Council, and Staff
Selah Public

Traho Architects: Project Lead and team coordination

DLR Group: Legal and law enforcement planning and program specialist

Wardell Architects: Furniture and office furniture systems planning and cost estimate

Perspective Illustrator: To be selected

GPR Radar Site Investigations identify below ground features

HLA Engineering: Site soils, Civil and Utility changes

4. Predesign Schedule: Summer 2016

April and May: Define project scope. Approval for Predesign Study

June: Site investigations and survey. Selah facility tours and confirmation of department space and operation needs.

July: Review and approval of site requirements and building areas. Initial design diagrams and site sketches

August: Refine project cost and space program, generate images of building and site for city review. Public and council meetings. Address concerns and hire illustrator.

September: Present professional illustrations and project costs to City and Public. Package Pre-design study for final complete document.

5. A comprehensive Predesign study provides a foundation for subsequent Architectural, building and project planning steps through Schematic design, Design Development, Construction Documents and Construction. A/E Fees for remaining services will be based on the OFM A/E fee schedule. A negotiated portion of the Predesign report will be credited toward the remaining A/E fees.

City of Selah
Council Minutes
May 24, 2016

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

A. Call to Order Mayor Raymond called the meeting to order at 6:05pm.

B. Roll Call

Members Present: Paul Overby; John Tierney; Roy Sample; Laura Ritchie; Roger Bell;
Russell Carlson; Diane Underwood

Members Absent:

Staff Present: Don Wayman, City Administrator; Bob Noe, City Attorney; Gary Hanna,
Fire Chief; Bret Reeves, Police Sergeant; Joe Henne, Public Works
Director; Ty Jones, Public Works Utility Supervisor; Harmit Bedi, City
Planner; Dale Novobielski, Clerk/Treasurer; Dave Mullen, Recreation
Manager; Bree Tait, Civic Center Manager; Andrew Potter, Human
Resources Manager; Monica Lake, Executive Assistant

C. Councilmember Absence – Motion to Excuse **None**

D. Pledge of Allegiance

Ms. Norma Smith led the Pledge of Allegiance.

E. Invocation

Pastor Brad Hill gave the prayer.

F. Agenda Changes

Add to Agenda:

G. Public Appearances/Introductions/ Presentations **None**

H. Getting To Know Our Businesses **None**

I. Communications

1. Oral

Mayor Raymond opened the meeting. Seeing no one rise to speak, she closed the meeting.

2. Written

- a. Selah Downtown Association Monthly Report
- b. Recycling Data Report for the 1st Quarter of 2016

J. Proclamations/Announcements **None**

K. Consent Agenda

Council Member Ritchie moved, and Council Member Overby seconded, to add N – 3 and N – 4 to the Consent Agenda. By voice vote, approval was unanimous.

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

- * 1. Approval of Minutes: May 10, 2016 Study Session & Council Meeting
- * 2. Approval of Claims & Payroll:
 - Payroll Checks Nos. 79605 – 79644 for a total of \$191,374.15
 - Claim Checks Nos. 67717 – 67788 for a total of \$218,644.55
- * 3. Resolution of Support for Yakima River Basin Water Enhancement Project Phase III Act legislation
- * 4. Resolution authorizing the Mayor to sign contract between the City of Selah and Alpha Pyrotechnics to provide a fireworks show for 4th of July Celebration
- * 5. Resolution authorizing the Mayor to name the Apple Pie the official pie of the City of Selah
- * 6. Resolution establishing June 14, 2016 as the Date to Conduct a Public Hearing to consider the Six Year Transportation Improvement Program for the Years 2017 to 2022
- * 7. Resolution declaring Fire Department property as Surplus and Authorizing its Disposal

Council Member Overby moved, and Council Member Ritchie seconded, to approve the Consent Agenda as read. By voice vote, approval of the Consent Agenda was unanimous.

L. Public Hearings **None**

M. General Business

1. New Business

Council Member Tierney moved, and Council Member Sample seconded, to approve the Mayor to enter into an agreement with Traho Architects, P.S. for a pre-design contract, not exceed \$50,000. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

2. Old Business **None**

N. Resolutions

- * 1. Resolution Authorizing the Mayor to Sign Task Order 2016-04 between the City of Selah and HLA Engineering and Land Surveying, INC. to Provide Consultant Services for Site Soil Remediation
- 2. Resolution authorizing the Mayor to sign an Agreement with Intermountain Cleaning Service, Inc. for professional janitorial services

Civic Center Manager Tait addressed N – 2. She said that they are currently in need of better janitorial services at the Civic Center, and after reviewing those available, decided this company would be the way to go, as they have more staff and would put in more effort.

Council Member Carlson wondered if those renting the facility would help cover the increased expenses.

Civic Center Manager Tait responded that they would probably have to make some increases in price, and include those who currently rent the facility for free.

City Administrator Wayman stated that the current janitorial services been found to be inadequate on a typical day, not cleaned up to a level of acceptability for basic cleaning, and that he asked Civic Center Manager Tait to conduct a request for proposals to replace the current provider. He went on to say that she developed a matrix and scored each one of candidates, looking for the most responsible lowest bid, and that they think this is the right agency. He added that, if need be, they will increase user fees to cover cleaning costs, as the Civic Center must be kept to a certain level of cleanliness and sanitation.

Council Member Tierney asked if the two thousand six hundred eighty-five dollars is the amount of the increase.

Civic Center Manager Tait replied that it is an approximate monthly basis, which fluctuates right now but will be a more consistent amount with the new company.

Council Member Tierney inquired as to the overall average increase.

Civic Center Manager Tait responded that it would be approximately one thousand dollars more, not including costs for supplies purchased, as we provide everything but the cleaning supplies.

Council Member Tierney wondered how much fees would increase.

Civic Center Tait replied that big events might increase by five hundred dollars for an event. She went on to say that there are several groups who do not pay to utilize the facility that may be charged less, and they also provide a free place for community members to use the facilities and hang out, although they do not have a janitorial staff during the day.

Council Member Bell pointed out that section one refers to a schedule that is not attached, and that part of the cleaning service agreement refers to an attachment C that is also not attached. He stated that he wishes to see those items for future reference, as the days and hours of service are per attachment C. He noted that the pricing is based on Monday through Friday service only although they provide service seven days a week.

Civic Center Manager Tait responded that for special events they would end up incurring more cost, and that the attachments are a contract she printed off.

Council Member Bell felt it was in conflict with the monthly billing.

Civic Center Manager Tait noted that there is not an event every day of the week, and they do not know how many days of a week will have a special event.

Council Member Bell commented that a line also says they will receive a two percent discount for early payment, and wondered if that applied for additional charges as well.

Civic Center Manager Tait replied that she would look into that. She said that she is looking at them starting at the beginning of the month, and would work out a schedule of when they receive the checks. She did not feel that they would negatively charge the City because of how they send out checks, adding that it is a good faith contract and the wording will change once they have worked out the payments based on the accounts payable process.

Council Member Carlson asked if they are planning on them taking the two percent discount.

Civic Center Manager Tait responded in the affirmative, adding that if there are last minute events they will cover but have an additional charge for that.

Mayor Raymond inquired if the City can charge the group that fee.

City Administrator Wayman stated that they would pass it on.

Civic Center Manager Tait added that they would, as long as they have the Council's blessing on fees.

City Administrator Wayman replied that they do not need council approval for that, as each event will pay for additional cleaning fees; it will be part of the deposit and overall fee.

Council Member Underwood asked if they have very many non-profits who use the facility.

Civic Center Manager Tait responded in the affirmative.

Council Member Underwood wondered if they are being charged.

Civic Center Manager Tait replied that they are currently being billed at half the rate.

City Administrator Wayman observed that they still use the bathrooms and kitchens, and he envisions the cleaning fees to be the same for nonprofits, weddings, etc. He said it would be standardized.

Council Member Tierney inquired about the Kiwanis weekly meeting.

Civic Center Manager Tait responded that they have a contract for the weekly meetings, but will charge for special events.

City Administrator Wayman stated that the Civic Center is one of few activities we have with parentheses at the end for financials, and they are going to do what they need to do to minimize the size of the numbers in parentheses.

Civic Center Manager Tait commented that it is a difficult scenario; they are trying to provide a place for people of all different categories, with such a broad scope that the facility is being utilized for.

Council Member Overby moved, and Council Member Ritchie seconded, to approve the Resolution authorizing the Mayor to sign an Agreement with Intermountain Cleaning Service, Inc. for professional janitorial services. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- * 3. Resolution authorizing the Mayor to sign contract between the City of Selah and Alpha Pyrotechnics to provide a fireworks show for 4th of July Celebration
- * 4. Resolution authorizing the Mayor to name the Apple Pie the official pie of the City of Selah
- * 5. Resolution establishing June 14, 2016 as the Date to Conduct a Public Hearing to consider the Six Year Transportation Improvement Program for the Years 2017 to 2022
- 6. A Resolution Authorizing the Mayor to sign a contract with Natural Selection Farms, Inc., for transport and land application of Class A and Class B Biosolids

Public Works Director Henne addressed N – 6. He said that the City currently gives the Class A biosolids to a farmer, but they do not have a way to haul off Class B liquids, and to that end he has been talking with different people about the possibility of contract like this. He went on to say that they ran an ad and National Selection Farms was the only company who sent a proposal in; they want to take Class A material and generate a market for it, and then come back in a year to make an offer for fertilization value. He stated that he would like to move forward with this to have a backup in case of a break down.

Council Member Tierney asked if they ever had a breakdown that required hauling of waste.

Public Works Director Henne responded in the negative, saying that they have been able to repair things before it got to that point.

Council Member Overby wondered if it was cheaper than hauling it down to the Cheyne landfill.

Public Works Director Henne replied that they do not have way to do that, but they do have farmers with permits to take Class A.

Council Member Overby thought it was Class C that was taken down to the Cheyne landfill.

Public Works Director Henne responded in the negative.

Council Member Bell remarked that the contract references the insurance, proposal document, and a proposal for transport as attached, but they are not. He felt they should be included.

Public Works Director Henne said that the proposal was nine hundred nine dollars for hauling off the material and one year for development of a price for Class A material.

Council Member Bell commented that items three and six use the term ‘the contract’ but it should be ‘the contractor’.

City Attorney Noe agreed that those needs to be change to contractor.

Public Works Director Henne added that they would do that.

Council Member Carlson asked if it was mutually exclusive; if they get one they get both.

Public Works Director Henne replied that they would only take Class B if there were a breakdown.

Council Member Carlson wondered about the current person taking Class A.

Public Works Director Henne responded that he would get a notice of discontinuance.

Council Member Tierney moved, and Council Member Overby seconded, to approve the A Resolution Authorizing the Mayor to sign a contract with Natural Selection Farms, Inc., for transport and land application of Class A and Class B Biosolids. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member

Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- * 7. Resolution declaring Fire Department property as Surplus and Authorizing its Disposal
- 8. Resolution Authorizing the Mayor to sign Change Order No. 1 for the Third Street Water Main Replacement Contract between the City of Selah and P.O.W. Contracting Inc., for the 2013 DWSRF Water Systems Improvements DM13-952-130

Public Works Director Henne addressed N – 8. He said that they discovered two malfunctioning valves last Wednesday while trying to shut down a twelve inch main, and put together the change order to allow the contractor to proceed with the needed repairs this coming Friday. He noted that they were unable to hook up a six-inch main line because of this.

Council Member Sample asked how long the valves were there and who put them in.

Public Works Director Henne responded that the valves are probably thirty years old on Third, and that the reservoir one at Palm Park was done in the fifties, adding that the reservoir one is scheduled for replacement as part of the booster station project.

Council Member Tierney moved, and Council Member Overby seconded, to approve the Resolution Authorizing the Mayor to sign Change Order No. 1 for the Third Street Water Main Replacement Contract between the City of Selah and P.O.W. Contracting Inc., for the 2013 DWSRF Water Systems Improvements DM13-952-130. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

O. Ordinances

- 1. Ordinance amending Ordinance No. 1978 regarding the 2016 Salary Schedule for Management, Confidential, and Unrepresented Employees

Human Resources Manager Potter addressed O – 1. He said that this Ordinance is amending the previous salary schedule for employees, and that, due to a news announcement last week that the Department of Labor had signed into contract a higher minimum salary for exempt employees; he realized that they needed to make an adjustment. He noted that the City would not be noncompliant until December 1st, but they felt it more appropriate to simply move forward and make the correction.

Council Member Overby moved, and Council Member Underwood seconded, to approve the Ordinance amending Ordinance No. 1978 regarding the 2016 Salary Schedule for Management, Confidential, and Unrepresented Employees. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

O. Reports/Announcements

1. Departments

Clerk/Treasurer Novobielski said that he received the sales tax information for May, and he is pleased to announce that the City received eighty-seven thousand four hundred dollars, which is nine thousand more than the previous month, and puts them above average for May based on the last few years.

City Administrator Wayman remarked that the increased code enforcement efforts has resulted in finding businesses operating without a license, including one that had over seven figures annually, and will have more taxes being paid to the City as a result.

Clerk/Treasurer Novobielski stated that the copier people would be here on Thursday with the four new copiers, which will save the City approximately thirty-five hundred dollar annually. He added that he inquired about a lease price, and was informed that it would have been thirty-five thousand dollars.

Council Member Sample inquired about the date for software installation to process business licenses.

Clerk/Treasurer Novobielski responded that they have to give the Sate a ninety day notification, and as they haven't received an estimated date from Vision as to when they will come out to do the install, he hasn't served notice on the Sate as of yet.

City Planner Bedi said that, at their regular meeting last Tuesday, the Planning Commission unanimously approved a telecommunications project on Outlook summit.

Civic Center Manager Tait had no report.

Public Works Utility Supervisor Jones said that the pool is scheduled to be fully operational this Friday; Carlon Park will have a tournament Friday and Saturday, and another Eddie Allen one Saturday through Monday. He went on to say that the water project is scheduled to be paved next week, and with Community Days over for another year, they will focus on other things like water lines, spraying rights of way, and mowing fields. He noted that they are close to approval with the Valhalla Phase Three plans.

Council Member Carlson asked about State baseball.

Public Works Utility Supervisor Jones responded that it is the Friday and Saturday tournament, the Eddie Allen on will start Saturday as the baseball tournament starts to drop off and fields become available.

Council Member Underwood wondered if they have sprayed sidewalks for weeds.

Public Works Utility Supervisor Jones responded in the affirmative.

Council Member Underwood stated that there is a good amount along Speyers.

Public Works Utility Supervisor Jones replied that they sprayed last week.

City Administrator Wayman added that it would look orange if it had been sprayed.

Council Member Underwood remarked that they do not look orange.

Public Works Utility Supervisor Jones responded that he has a guy out spraying every available moment, and if he has not gotten there he is working on getting there.

Council Member Tierney inquired about hazardous waste testing at the Garner property.

Public Works Utility Supervisor Jones replied that they usually do not test those.

Council Member Tierney wondered if they should, or if it is considered encapsulated.

Public Works Director Henne stated that he had not thought about that, but it is a valid point to consider.

City Administrator Wayman remarked that, if they have to excavate, they would talk to the DOE and follow State requirements.

Public Works Director Henne said that the change order was done Monday to get before Council for approval, as it had to be done.

Human Resources Manager Potter had no report.

City Administrator Wayman thanked Human Resources Manager Potter for the very involved chart he helped develop for the earlier PowerPoint presentation.

Police Sergeant Reeves said that he thought the parade went well this year, extending his thanks to the Public Works crew for getting barricades in the right spots. He thought that people are beginning to like the new parade route. He noted that they put the two newest patrol cars into service this week.

Council Member Underwood remarked that there have been a couple car break-ins on her street and wondered if the Police Department had noticed an increase in them.

Police Sergeant Reeves responded that there has not been a change up or down, nor do they seem to be concentrated in one area.

Council Member Carlson wondered if he saw any issues following the fireworks at Community Days, and whether there was alcohol consumption afterwards.

Police Sergeant Reeves replied that he does not have an answer to that question.

City Administrator Wayman remarked that Police Chief Hayes had indicated a number of stops on First Street and Wenas, and that there was a disturbance at the park but wasn't alcohol related; the individual was arrested on a warrant.

Mayor Raymond commented that the garbage cans at King's Row were full of beer cans.

Council Member Tierney felt that the number of DUI contacts shows that officers were on top of things.

Police Sergeant Reeves pointed out that a lot of those were State Patrol.

Council Member Tierney spoke briefly about a call made to the Selah Police Department last week concerning a vulnerable female in the family, and commended Sergeant Reeves for his good work in expediently resolving the problem.

Fire Chief Hanna spoke briefly about the fire safety training for the kindergartners and Selah Gym Kids then went on to say that crews will be out servicing fire hydrants now. He thanked Public Works for striping at the station prior to Community Days.

Council Member Underwood inquired as to how long they have been teaching at the schools.

Fire Chief Hanna replied that it has been an annual occurrence since before he started in the department.

Recreation Manager Mullen thanked Council Member Carlson for his efforts to make the apple pie the state pie, saying that it shines a bright light on Selah with the apple events in our big events. He gave a brief update regarding the 4th of July event and the skateboard park project.

City Administrator Wayman remarked that Recreation Coordinator Rocha did an outstanding presentation for the RCO regarding the skate park; they all remarked about how thorough and professional it was.

Recreation Manager Mullen added that it is completely his project. He spoke about lining two of the older tennis courts for pickle ball, and that the pool will officially open on June 10th.

City Administrator Wayman requested that he cover the Civic Center dance schedule.

Recreation Manager Mullen said that they had a dance during Community Days, with approximately forty kids and limited advertising, and that the plan going forward is to make this the summer of the teen, by giving them something to do at least one day a week at the Civic Center, with activities such as playing Xbox, dodge ball, possibly an indoor mini golf course, and have teen dances at night. He added that these activities would be on Wednesdays, with concessions and chaperones for the dances, which will run from 9:30-11:30pm starting in mid-June.

City Attorney Noe spoke briefly regarding the SPRSA, saying that he met with the chairwoman and their attorney last week, to discuss the language for lease and the Interlocal agreement. He thinks they are close to having something penned out that all parties involved would be comfortable with, and when it is ready, they will bring it to Council for consideration.

2. Council Members

Council Member Ritchie had no report.

Council Member Overby talked about the SPRSA meeting he attended last Monday, saying that they have sponsored a committee to review RFQs. He noted that there is still some ongoing communication regarding ironing out the specifics of the relationship between them and the City.

Council Member Sample talked briefly about the potato feed the Selah Chamber put on Friday night, which was standing room only.

Council Member Tierney extended his thanks to Public Works, the Police Department, and the Fire Department for doing an outstanding job in getting the community ready and their efforts during Community Days.

Council Member Bell had no report.

Council Member Underwood had no report.

Council Member Carlson said that it was awesome to see so many volunteers come out for Selah Day cleanup. He remarked that they had one hundred eight people come out to volunteer their time. He noted that the parking blocks at the Civic Center are deteriorating, and gave a shout out to Selah baseball, softball, and track for qualifying for state tournaments.

3. City Administrator

City Administrator Wayman talked briefly about the design of a new pool facility at Wixson Park, which will be approved by the City prior to construction. He commented that they would have a sit down with the Community Days folks to review how they did this year and how we can help them improve their efficiency next year, as there were some uneven things that went on at Wixson park. He have an update on the progress towards a new city hall and police station, noting that he and one other staff member will undergo the necessary training for GCCM. He discussed the focus on trash containers outside multi-family residences and those on commercial properties, saying that code enforcement is sending out letters regarding requirements for those. He added that he and City Attorney Noe are working on an adjustment to the City's code to require all commercial facilities to screen their containers, which will be brought to Council at a later date.

4. Boards

a. Planning Commission Minutes for March 15, 2016

5. Mayor

Mayor Raymond suggested that people go to Tree Top to see the Popup Park, which will be moving around town all summer. She expressed her support of the activities for youth, telling Council that she would like to see all of them volunteer to chaperone the dances and stop in on Wednesdays to see what they are doing.

P. Executive Session

None

Q. Adjournment

Council Member Overby moved, and Council Member Ritchie seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 7:20 pm.

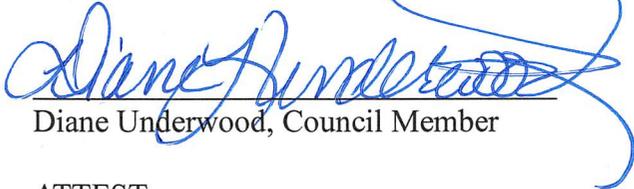
Paul Overby, Council Member



Roy Sample, Council Member



Roger Bell, Council Member



Diane Underwood, Council Member

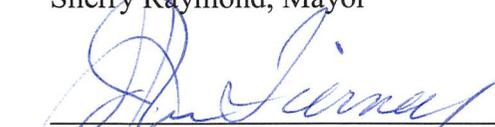
ATTEST:



Dale E. Novobielski, Clerk/Treasurer



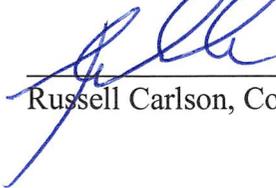
Sherry Raymond, Mayor



John Tierney, Council Member



Laura Ritchie, Council Member



Russell Carlson, Council Member