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**AGENDA**  
**OMAK CITY COUNCIL MEETING**  
**Zoom Meeting**  
**Monday, May 18, 2020 – 7:00 PM**

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**A. CALL TO ORDER**

**B. FLAG SALUTE**

**C. CITIZEN COMMENTS**








**D. CORRESPONDENCE AND MAYOR'S REPORT**

1. Affirm Appointment to LEOFF Disability Board 

**E. CONSENT AGENDA:**

1. Approval of minutes from May 4, 2020  
2. Approval of Claims

**F. NEW BUSINESS:**

1. Request for Fireworks Permit – J&M Liquidations LLC 
2. Res. 30-2020 – Approve Agreement with Okanogan County for Dispatch Services 
3. Res. 31-2020 – Auth. Grant Application with RCO YAF–Proj. No. 20-1712 D - Skate Park 
4. Res. 32-2020 – Auth. Grant Application with RCO WWRP–Proj. No. 20-1722 D – Skate Park 
5. Res. 33-2020 – Approve a Contract with Moon Security Service – City Hall Fire Panel 
6. Res. 34-2020 – Approve Purchase of Laptops from Vision Municipal Solutions 
7. Res. 35-2020 – Approve Purchase of Brand Specific Fire Hydrants from Core & Main 

**G. OTHER BUSINESS:**

1. Council Committee Reports  
2. Staff Reports

 **Action by City Council**

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In accordance with the "Stay Home, Stay Healthy" order from Governor Inslee, our Council Meeting will be conducted using Zoom Meetings (see page 2 of the agenda). Contact the City Clerk in advance of the meeting by calling 509-826-1170 or e-mail [clerk@omakcity.com](mailto:clerk@omakcity.com) for assistance.

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Todd McDaniel is inviting you to a scheduled Zoom meeting.

Topic: Omak City Council May 18, 2020 7pm

Time: May 18, 2020 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89428112687?pwd=S1lQWXhRZU96UGNXNG55bUI3RXdaUT09>

Meeting ID: 894 2811 2687

Password: 823107

One tap mobile

+12532158782,,89428112687#,,1#,823107# US (Tacoma)

+16699006833,,89428112687#,,1#,823107# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 894 2811 2687

Password: 823107

Find your local number: <https://us02web.zoom.us/j/89428112687?pwd=S1lQWXhRZU96UGNXNG55bUI3RXdaUT09>



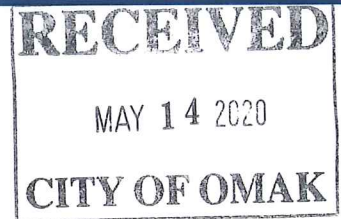
# OKANOGAN COUNTY

Board of Commissioners

**Chris Branch**  
Commissioner District 1  
**Andy Hover**  
Commissioner District 2  
**Jim DeTro**  
Commissioner District 3  
**Laleña Johns**  
Clerk of the Board

May 12, 2020

City of Omak  
P.O. Box 72  
Omak, WA 98841



To Whom It May Concern:

Under the provisions of RCW 41.26.110, the Okanogan County Law Enforcement Officers' & Fire Fighters' (LEOFF) Disability Board must be reconstituted. The board cordially asks for your Mayoral selection.

Accordingly, I ask that you submit your selection for the position of Mayoral Appointee to the undersigned no later than June 15<sup>th</sup>, 2020.

This position must be filled by a resident residing within your city or town and selected by you, the Mayor. The individual does not need to be a member of the city's legislative body. The individual could be someone from the general public.

The LEOFF Board is a five member board that meets quarterly (January, April, July, & September) on the first Thursday of the month at 10:00 a.m. in the Okanogan County Commissioners Office. The board approves or denies medical claims, hears appeals, and makes decisions on Disability retirement for LEOFF I members. Terms of office are for two years.

Please submit your selection for the position of Mayoral Appointee to the undersigned ***no later than June 15<sup>th</sup>, 2020.*** Once all selections have been received, I will send you a list of all the names for your final choice. The member will be chosen by a majority of the mayors of such cities and towns within the county.

Please send your selection to the address below:

LEOFF Board  
ATTN: Lalena Johns  
123 5<sup>th</sup> Ave N, Rm 150  
Okanogan, WA 98840

Sincerely,

Lanie Johns  
Clerk of the Board

Telephone 509.422.7100 123 Fifth Avenue N. \* Room 150 \* Okanogan \* Washington \* 98840  
TTY/Voice use 800.833.6388

Fax 509.422.7106



# Omak Volunteer Fire Department

Phone (509) 826-0760  
Fax (509) 826-6057

16 N. Ash St.  
P.O. Box 72

Kevin Bowling, Fire Chief

Omak, Wash. 98841

## MEMORANDUM

**TO:** Omak City Council  
Cindy Gagne, Mayor

**FROM:** Kevin Bowling, Omak Fire Chief

**DATE:** May 12, 2020

**Subject:** Request for Fireworks Permit

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J&M Liquidations LLC is requesting a Fireworks permit for retail sales of Consumer Fireworks to be sold at the Burger King parking lot during the 4<sup>th</sup> of July. They have complied with the City's Fireworks Ordinance and needs council approval.

I support this request and urge council approval.

  
Kevin Bowling  
Omak Fire Chief

## MEMORANDUM

To: Omak City Council  
Cindy Gagnè, Mayor

From: Todd McDaniel, Administrator

Date: May 18, 2020

Subject: Resolution 30-2020 Dispatch Service Agreement

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The Attached Resolution 30-2020, Approving an Agreement with Okanogan County for Dispatch Services, is forwarded for your consideration.

This agreement will replace the current agreement in place with the County for dispatch services. The City and other local jurisdictions have been involved in the creation of this agreement.

The big changes include fees based on call volume instead of per capita and the recognition of an advisory group to help ensure the system and services complement the many jurisdictions it serves.

The switch from per capita to call volume greatly increase the share that Omak will contribute, however that will be offset by the recent 2/10<sup>th</sup> sales tax that was approved by the voters. We will see a 50% reduction in cost beginning in 2021.

I approve this resolution and urge its adoption

**RESOLUTION NO. 30-2020**

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING AN AGREEMENT WITH OKANOGAN COUNTY FOR DISPATCH SERVICES**

**WHEREAS**, through agreement Okanogan County provides local jurisdictions within the county, public safety emergency communication services; and

**WHEREAS**, Okanogan County and local public safety agencies have met and discussed modifications to Dispatch Services Agreements, to more fairly distribute costs, provided needed upgrades, repair and maintenance of the existing communication system; and

**WHEREAS**, the current dispatch service agreement between the City of Omak and Okanogan County, is set to expire December 31, 2020.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Omak that the Dispatch Service Agreement between the City of Omak and Okanogan County, a copy of which is attached hereto and marked Exhibit "A", is hereby approved.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**SIGNED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael Howe, City Attorney

# EXHIBIT A

## DISPATCH SERVICES AGREEMENT

This agreement, made and entered into this \_\_\_\_\_, 20\_\_\_, by and between City of Omak, operating in the State of Washington, and the Okanogan County Sheriff's Office of OKANOGAN COUNTY, a municipal corporation of the State of Washington, hereinafter referred to respectively as the "CUSTOMER" and the "COUNTY".

### Witnesseth:

**WHEREAS**, The COUNTY operates the 911 PSAP (Public Service Answering Point) dispatch center, and;

**WHEREAS**, the COUNTY owns and operates a county wide two-way radio network comprised of numerous two-way radio, radio repeater sites and F.C.C. licensed frequencies, and;

**WHEREAS**, CUSTOMER is a public safety first responder agency delivering critical emergency services to a portion of Okanogan County, or CUSTOMER is a municipality contracted with the Okanogan County Sheriff's Office for law enforcement services and;

**WHEREAS**, CUSTOMER provides mutual aid assistance to other first responder emergency service agencies in Okanogan County, and;

**WHEREAS**, All first responder agencies in Okanogan County use the COUNTY's primary dispatch channels, dispatch center services, hardware and personnel, and;

**WHEREAS**, to achieve efficiency and economy in local government, CUSTOMER is desirous of contracting with the COUNTY for dispatching services and use of the radio network, and;

**WHEREAS**, the COUNTY has a dispatch center, personnel, hardware and primary dispatch frequencies capable of handling and efficiently providing such services to CUSTOMER, and;

**WHEREAS**, it is necessary and desirable that an agreement be executed for such services;

**NOW, THEREFORE, COUNTY AND THE CUSTOMER MUTUALLY AGREE AS FOLLOWS:**

### 1. COUNTY OBLIGATIONS:

- A. To provide Dispatch Services detailed in Exhibit A to CUSTOMER in a manner consistent with sound practices.
  - i. Answer CUSTOMER radio traffic in a manner equitable to other agencies sharing the radio network and dispatch services.
  - ii. Evaluate, prioritize and respond to radio, telephone and data traffic.
  - iii. Document the activities of CUSTOMER as reported to the COUNTY.
- B. The organization, staffing, scheduling and supervision, etc., of the County Dispatch Center shall be determined by the Sheriff.
- C. COUNTY to furnish all personnel and equipment and any and all other resources necessary to accomplish the aforesaid services.
- D. COUNTY shall ensure all the COUNTY's Federal Communications Commission (FCC) radio frequency licenses are current and the CUSTOMER is authorized to use the

frequencies for the CUSTOMER's public safety operations in accordance with FCC regulations. The COUNTY's primary dispatch channels are identified in Exhibit B – Primary Dispatch Frequencies.

- E. COUNTY shall determine and publish the minimum hardware specifications for CUSTOMER radios accessing the COUNTY's primary dispatch channels. The COUNTY shall update the minimum hardware specifications as necessary for the organized operation, maintenance and growth planning of the COUNTY's radio network.
  - F. The COUNTY shall consider the financial, operational, infrastructure or other recommendations provided to the Sheriff by the Dispatch Advisory Board.
2. **TERM.** This agreement shall be effective from and after January 1, 2021, and unless terminated as hereinafter provided by CUSTOMER or the COUNTY, or superseded by a successor agreement, shall remain in full force and effect from year to year thereafter.
3. **COMPENSATION.** The fee to be paid by CUSTOMER to the COUNTY shall be determined by the percentage of CAD (Computer Aided Dispatch) calls created in support of CUSTOMER operations using the formula found in EXHIBIT C.
- A. By June 1<sup>st</sup> of each year the COUNTY shall publish the total number of CAD calls dispatched during the last three (3) complete calendar years and the CUSTOMER's percentage of the total CAD calls. The CUSTOMER's percentage of CAD calls is the percentage of dispatch expenses to be invoiced to the CUSTOMER.
  - B. By September 1<sup>st</sup> of each year the COUNTY will notify the CUSTOMER of the COUNTY's budget request and projected cost to the CUSTOMER using the CUSTOMER's percentage of CAD calls.
    - i. Upon the approval of the budget the COUNTY will notify the CUSTOMER of the final cost to the CUSTOMER for the upcoming calendar year.
    - ii. Billable dispatch costs are those remaining after sales tax revenue has been applied to dispatch operating costs for purposes of financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of emergency communication systems and facilities.
  - C. At the conclusion of each quarter ending (March 31, June 30, September 30, December 31) the COUNTY will prepare and deliver to the CUSTOMER an invoice for payment.
  - D. Should CUSTOMER fall two (2) month in arrears from the payment due date, the customer shall be considered delinquent, and in that event, and after providing the required notice and opportunity to cure as set forth in Section 14 of this Agreement, COUNTY shall have authority to terminate all services to the CUTSTOMER and all participation in the functions of the COUNTY, however, said CUSTOMER shall be liable for its fees to the COUNTY through December 31<sup>st</sup> of the year of termination of the delinquent CUSTOMER's services.
  - E. The COUNTY will create, by Commissioner Resolution, a fund to receive voter approved Emergency Communications sales and use tax revenue as authorized by RCW 82.14.420 for purposes of financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of emergency communication systems and facilities.



**4. CUSTOMER OBLIGATIONS.**

- A. Adhere to best radio practices to facilitate efficient use of the shared radio network and dispatch resources.
- B. Shall be responsible for purchasing, maintaining, and repairing the CUSTOMER's base, mobile, and portable communications equipment including pagers and computers. The CUSTOMER shall retain the responsibility and authority for its operational departments and for such equipment and services as required at its place of operations to connect to COUNTY's operations.
- C. CUSTOMER will be responsible to provide radios to access the primary dispatch channels, Exhibit B, and future channels deployed for CUSTOMER use.
  - i. When the CUSTOMER replaces radio hardware the new equipment will meet the current minimum hardware specifications as determined and updated by the COUNTY with the input of the Dispatch Advisory Board, Exhibit B.
- D. CUSTOMER provided radios, that are capable, will be programmed with a unique radio identification code compatible with protocols used by the COUNTY to identify the CUSTOMER radios to the COUNTY and other radio users. Radios added to the Customer's radio fleet will be compatible with the county's current minimum hardware requirements for accessing the COUNTY's radio network.

**5. OWNERSHIP OF RECORDS and USE OF DATA.** At the time of this agreement the Records Managements System (RMS) is Spillman Flex. The RMS system is hosted by Okanogan County. The CUSTOMER may have, create and store records in the hosted RMS consistent with software licensing. Computer Aided Dispatch (CAD) records created by the COUNTY for the purposes of call-taking information from the public and field units or for dispatching field units and resources to calls for service are the exclusive property of Okanogan County. Records outside of CAD created for the benefit of the CUSTOMER are the responsibility of the CUSTOMER.

- A. Neither the COUNTY nor the CUSTOMER will release records belonging to another agency without written permission of the responsible agency or a court order. In the case of a court order the releasing agency will, at the earliest opportunity, notify the agency responsible for the record of the court order.
- B. Use of the Records Management System (Spillman) is for public safety purposes only.

**6. DISPATCH ADVISORY BOARD.** The Advisory Board is a committee representative of the customer agencies and disciplines (cities, districts, law enforcement, fire, EMS) contracted to receive dispatch services. The committee's purpose is to make non-binding recommendations to the Sheriff as to how the dispatch center can best meet the needs of the customer agencies. The Dispatch Advisory Board shall provide input concerning the amount of sales tax revenue to be applied to the offset of dispatch operating costs. The Advisory Board's recommendations and input to the COUNTY are non-binding. Ultimately, the Sheriff has responsibility and authority to determine the budget request, and the Board of County Commissioners the responsibility and authority to determine the budget authorization. Membership of the board is illustrated in Exhibit D and defined by the Advisory Board bylaws.

**7. INDEMNIFICATION CLAUSE.**

- A. CUSTOMER shall defend, indemnify and hold harmless the COUNTY, its officers, agents and employees from any claim, cost, judgement or damages, including attorneys' fees and third party claims arising from any CUSTOMER action; provided that this subsection shall not apply to any such claim, cost, judgment or damage that arises out of or in any way results from any allegations of any intentional, willful or negligent act or omission on the part of the COUNTY or any officer, agent or employee thereof.
- B. COUNTY shall defend, indemnify and hold harmless the CUSTOMER, its officers, agents and employees from any claim, cost, judgments or damages, including attorneys' fees and third party claims arising out of any action or omission of the COUNTY, its officers, agents, independent contractors, or employees; provided that this subsection shall not apply to any such claim, cost, judgment, or damage that arises out of or in any way results from any allegations of any intentional, willful or negligent act or omission on the party of the CUSTOMER or any office, agent or employee thereof.

- 8. **TERMINATION.** CUSTOMER shall have the right to terminate and withdraw from this agreement for any reason whatsoever upon the giving of 120 days written notice to the COUNTY of CUSTOMER's intent to terminate and withdraw and the COUNTY shall have the right to terminate and withdraw from this agreement for any reason whatsoever upon the giving of 120 days written notice to CUSTOMER of the COUNTY's intent to terminate and withdraw.
- 9. **AMENDMENTS.** It is mutually agreed and understood that no alteration or variation of the terms of this Agreement shall be valid, unless made in writing, and signed by the Parties hereto, and that any oral understandings or agreements that are not incorporated herein, shall not be binding on either Party.
- 10. **COMPLIANCE WITH LAW.** COUNTY shall comply with all applicable federal, state and local laws and regulations applicable to the performance of this Agreement, including without limitation all those pertaining to wages and hours, confidentiality, disabilities and discrimination.
- 11. **ASSIGNMENT.** The Parties may not assign any rights or delegate any duties under this Agreement, whether by assignment, subcontract or other means. Any such attempted assignment or delegation shall be void and shall constitute a material breach of this Agreement.
- 12. **MAINTENANCE AND AUDIT OF RECORDS.** COUNTY and the CUSTOMER shall maintain books, records, documents and other materials relevant to its performance under this Agreement which sufficiently and accurately reflect any and all direct and indirect costs and expenses incurred or paid in the course of performing this Agreement. These records shall be subject to inspection, review and audit by a Party or its designee, the Washington State Auditor's Office, and authorized federal agencies. Each Party shall retain all such books, records, documents and other materials as required by the Washington State Records Retention policy as established by the Washington Secretary of State.
- 13. **WAIVER LIMITED.** A waiver of any term or condition of this Agreement must be in writing and signed by the waiving Party. Any express or implied waiver of a term or condition of this

Agreement shall apply only to the specific act, occurrence or omission and shall not constitute a waiver as to any other term or condition or future act, occurrence or omission.

14. **DEFAULT/DISPUTE RESOLUTION.** If either COUNTY or the CUSTOMER fails to perform any act or obligation required to be performed by it hereunder, the other Party shall deliver written notice of such failure to the non-performing Party. The non-performing Party shall have thirty (30) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said thirty (30) day period, then the non-performing Party shall not be in Default if it commences cure within said thirty (30) day period and thereafter diligently pursues cure to completion. In the event of non-payment, the COUNTY may terminate all services to the CUSTOMER as provided in Section 3. D without the opportunity for the CUSTOMER to request mediation.

In the event a default continues and/or any dispute arises (for anything other than non-payment) between the Parties, either Party may request in writing that the issue be resolved by mediation. If the Parties are unable to resolve the dispute within ninety (90) days, then either Party shall have the right to exercise any or all rights and remedies available to it in law or equity.

15. **GOVERNING LAW AND VENUE.** This Contract shall be governed by the laws of the State of Washington. Venue for any litigation shall be Okanogan County, Washington.
16. **CONFIDENTIALITY.** With respect to all information relating to COUNTY that is confidential and clearly so designated, CUSTOMER agrees to keep such information confidential.
17. **CONSENT AND UNDERSTANDING.** This Agreement contains a complete and integrated understanding of the agreement between the Parties and supersedes any understandings, contract, or negotiations, whether oral or written, not set forth herein or in written amendments hereto duly executed by both Parties.
18. **SEVERABILITY.** If any provision of this Agreement is held invalid, the remainder would then continue to conform to the terms and requirements of applicable law.

19. **CORRESPONDENCE.** Official correspondence in reference to this Agreement shall be directed as follows:

A. *Official contacts to COUNTY:*

Chief Deputy of Special Operations/Communications  
Mike Worden  
123 N. 5<sup>th</sup> Ave, Rm 200  
Okanogan, WA 98840

B. *Official contacts to the CUSTOMER*

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Print Agency Contact Name and Title.

City of Omak  
P.O. Box 72  
Omak, WA 9884198841

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Contact Phone Number

**19. MUTUAL ASSENT.** The undersigned Parties, acting as authorized representatives of their respective organizations, hereby express their respective organization's full understanding and acceptance of, and intent to be legally bound by, the mutual obligations and commitments set forth in this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first written.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2020.

By:

\_\_\_\_\_  
Agency Signature

\_\_\_\_\_  
Printed Name & Title

Dated at Okanogan, Washington this \_\_\_\_ day of \_\_\_\_\_ 2020.

**BOARD OF COUNTY COMMISSIONERS  
OKANOGAN, WASHINGTON**

**ATTEST:**

\_\_\_\_\_  
Jim DeTro, Chairman

\_\_\_\_\_  
Laleña Johns, Clerk of the Board

\_\_\_\_\_  
Chris Branch, Member

\_\_\_\_\_  
Andy Hover, Member

**APPROVED AS TO FORM:**

\_\_\_\_\_  
David Gecas, Chief Civil Deputy

## Exhibit A

### Dispatch Services

- Primary public safety answering point
- 24 hour 911 call taking, caller interrogation, call triage.
- 24 hour dispatching.
- Document activities of customers in CAD (Computer Aided Dispatch) software.
- After business hours telephone services.
- Scheduled reports.
- Record Management System (Spillman Flex) access to licensed software.
  - o Spillman Flex Mobile access.
  - o Spillman Flex Hub tables access.
  - o Customer responsible for connectivity to Okanogan County Central Services and any associated costs.
- CAD software interface to external systems upon approval of the Sheriff.
  - o Supporting third party systems (iSpyFire and/or other systems).
- Messaging services within licensing limits (HipLink and/or other providers)
- GIS (Geographical Information Systems) map building, maintenance and Master Street Address Guide (MSAG) maintenance.

## Exhibit B

### Okanogan County Sheriff's Office

#### Licensed Radio Frequencies & Subscriber Radio Minimum Standards

##### Licensed Frequencies:

NAME	RX	TX	CH. SPACING	DECODE	ENCODE
LEMANASKY	155.64000	156.21000	12.5	156.700	156.700
GOAT	156.24000	151.19000	12.5	173.800	173.800
MID VALLEY	155.73000	155.73000	12.5	141.300	141.300
TUNK	155.64000	156.21000	12.5	136.500	136.500
MCCLURE	155.19000	159.03000	12.5	123.000	123.000
COULEE DAM	155.64000	156.21000	12.5	167.900	151.400
MOSES	155.64000	156.21000	12.5	162.200	162.200
BUCKHORN	155.64000	156.21000	12.5	114.800	114.800
OROVILLE BASE	155.64000	155.64000	12.5	110.900	110.900
PEARL HILL	156.24000	151.19000	12.5	103.500	103.500
MONSE	156.24000	151.19000	12.5	127.300	127.300
LITTLE BUCK	155.19000	159.03000	12.5	146.200	146.200
FLAGG	155.19000	159.03000	12.5	118.800	118.800
MOLSON	155.64000	156.21000	12.5	131.800	131.800

##### Subscriber Radio Minimum Standards:

1. All radio hardware is FCC compliant.
2. All radio hardware purchased after January 1, 2021 is MDC1200 capable and programed with an agency assigned MDC1200 identifier.

## Exhibit C

### Compensation Formula and Definitions

**COMPENSATION.** The fee to be paid by CUSTOMER to the COUNTY shall be determined by the percentage of CAD (Computer Aided Dispatch) calls created in support of CUSTOMER operations using the following formula:

A. Formula:

- i. (THREE YEAR COUNT OF CAD CALLS PER CUSTOMER, PER DISCIPLINE) divided by (THREE YEAR COUNT OF SYSTEM TOTAL CAD CALLS) equals (CUSTOMER's PERCENTAGE OF THREE YEAR TOTAL SYSTEM COUNT OF CAD CALLS)
- ii. CUSTOMER's PERCENTAGE OF THREE YEAR TOTAL SYSTEM COUNT OF CAD CALLS) multiplied by (DISPATCH OPERATING EXPENSES minus APPLIED REVENUE) equals (CUSTOMER ANNUAL OBLIGATION)

B. Definitions :

- i. CAD CALL: The CAD (Computer Aided Dispatch) record created to document information received and or entered by dispatch including the Nature, Geoverified Address or Location, Description, Units involved and Date/Time record is created, modified, closed and date/time of assigned unit actions.
- ii. THREE YEAR TOTAL SYSTEM COUNT OF CAD CALLS: Is the count of CAD CALLS, during the last three (3) complete calendar years,
- iii. THREE YEAR ANNUAL COUNT OF CAD CALLS PER CUSTOMER, PER DISCIPLINE: Is the count of CAD CALLS, during the last three (3) complete calendar years, located within the bounds of the CUSTOMER's jurisdiction, in and outside the bounds of Okanogan County.
  1. Agencies that have no defined taxing district or jurisdiction will have no exclusion of CAD calls.
- iv. DISCIPLINE: Responding units are associated with Law Enforcement (L), Fire Protection (F) or Emergency Medical Service (E) disciplines.
- v. GEOVERIFIED CAD CALLS: CAD calls that have been located or addressed on the RMS map using the address, latitude and longitude or other data to locate the CAD call.
- vi. SYSTEM TOTAL COUNT OF CAD CALLS: Count of geoverified CAD calls created and dispatched to an agency included in CUSTOMERS DISPATCHED.
- vii. CUSTOMERS DISPATCHED: Okanogan County Sheriff's Office, Okanogan County Fire Protections Districts, Okanogan County EMS Providers, Private or



Non-Profit Fire or EMS Providers, City Police, City Fire and City EMS and any other agency receiving dispatch services and using the COUNTY's radio network hardware or frequencies.

- viii. DISPATCH APPROVED BUDGET: the operational current expense Dispatch budget approved by the board of county commissioners.
- ix. DISPATCH EXPENSES: Actual expenses of the dispatch center and radio network for the operation and maintenance of the dispatch center and radio network.
- x. APPLIED REVENUE: Revenue applied to the operating expense reducing the expenses billable to the CUSTOMER(S) (sales tax revenue, grants other non-current expense funds).

## Exhibit D

### Advisory Board Membership

- I. The Advisory Board shall be comprised of nine (9) members as defined in the Advisory Board by-laws. Members shall not be compensated and the voting membership shall be composed of the following persons, and such term shall be for the public official's term of office:
  - a. One (1) City mayor, council member or city designee appointed by the cities of Okanogan County as elected by the Okanogan Council of Governments.
  - b. One (1) Okanogan County Commissioner appointed by the Board of County Commissioners.
  - c. One (1) Fire Agency representative appointed by the Fire Chief's Association of Okanogan County.
  - d. One (1) EMS Agency representative from an EMS provider transporting to medical facilities in Okanogan County appointed by the Okanogan-North Douglas County EMS Council.
  - e. One (1) City Police Chief appointed by the City Police Chiefs of Okanogan County.
  - f. One (1) member of the Okanogan County Sheriff's Office.
  - g. One (1) member of the Okanogan County Communications Center.
  - h. Two (2) members at large selected by majority vote of the advisory board to meet the needs of the advisory board. Members at large shall be a member of an agency contracted for dispatch services or a member of groups specified in Article IV, sections I.a through I.g. and members at large shall not be from an agency occupying positions specified in Article IV, sections I.a through I.g.



# OKANOGAN COUNTY

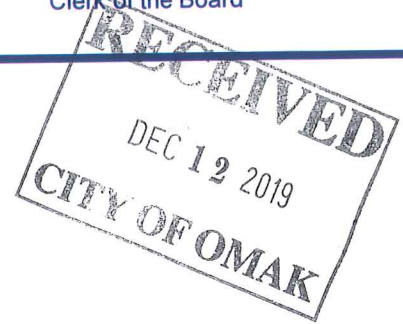
Board of Commissioners

Chris Branch  
Commissioner District 1  
Andy Hover  
Commissioner District 2  
Jim DeTro  
Commissioner District 3  
Laleña Johns  
Clerk of the Board

December 3, 2019

City of Omak  
P.O. Box 72  
Omak, WA WA

Mayor Cindy Gagne,



Okanogan County recognizes the need for Public Safety Emergency Communications systems to provide emergency services to the citizens, residents and visitors of Okanogan County. Okanogan County further recognizes that emergency services must be facilitated and provisioned in an equitable and sustainable manner.

The Okanogan County Sheriff has created a Dispatch Advisory Board for the purpose of facilitating user agency input allowing the Sheriff's Office Dispatch Center and Emergency Communications systems to meet the needs of user agencies.

Okanogan County provides the following notices for migrating toward a fair and equitable cost sharing formula:

- Notice to contracted city and town partners that Okanogan County withdraws from the existing Dispatch Services Agreements effective at the end of December 31, 2020.
- Notice to all contracted city, town and district fire agencies and all city, town, district, non-profit and privately owned EMS agencies that Okanogan County withdraws from the existing Basic Dispatch and HipLink text messaging contracts and agreements effective at the end of December 31, 2020.
- Okanogan County notifies all cities, towns, fire districts, EMS districts and other first responder agencies using and benefiting from Okanogan County dispatch services, radio frequencies and or data systems that starting January 1, 2021 all first responder agencies using Okanogan County dispatch will be billed a fair and equitable rate based on the volume of calls dispatched within the agency's jurisdiction as logged in the Computer Aided Dispatch (CAD) systems. Specific contract terms are incorporated in the attached contract document to be executed prior to January 1, 2021.

With the passage of Proposition #2 for Emergency Communications, sales tax revenue will be used, in part, to offset the billable operating expenses of the dispatch center. For illustration, after sales tax revenue has been applied Omak's projected obligation for 2019 dispatch services would have been \$52,449.

Attached are the Dispatch services fee for each agency using the 2019 dispatch budget as the example. The costs are illustrated per agency for both before the sales tax revenue is applied to billable expenses and after sales tax revenue is applied to billable expenses.

Once the enclosed contract is executed and two originals returned to Okanogan County a fully executed original will be returned to your agency.

Respectfully,

Jim DeTro  
Chairman, Board of County Commissioners

## Projected Dispatch Services Cost per Agency Example: 2019 Budget

Agency	2019 Appox Cost Per Agency BEFORE Sales Tax Applied *	2019 Appox Costs per Agency AFTER Sales Tax Applied **
Column1	Column2	Column3
Aero Methow Rescue Service	\$16,948	\$4,791
City of Brewster	\$56,248	\$15,901
City of Okanogan	\$56,520	\$15,978
City of Omak	\$185,526	\$52,449
City of Oroville	\$38,629	\$10,921
City of Pateros	\$4,383	\$1,239
City of Tonasket	\$48,911	\$13,827
LifeLine Ambulance	\$62,137	\$17,566
Okanogan County	\$283,736	\$80,214
Okanogan County Fire District #01	\$1,322	\$374
Okanogan County Fire District #02	\$709	\$201
Okanogan County Fire District #03	\$5,189	\$1,467
Okanogan County Fire District #04	\$2,206	\$624
Okanogan County Fire District #06	\$4,247	\$1,201
Okanogan County Fire District #07	\$1,837	\$519
Okanogan County Fire District #08	\$175	\$49
Okanogan County Fire District #09	\$175	\$49
Okanogan County Fire District #10	\$262	\$74
Okanogan County Fire District #11	\$515	\$146
Okanogan County Fire District #12	\$1,224	\$346
Okanogan County Fire District #15	\$3,042	\$860
Okanogan County Fire District #15 - EMS	\$15,928	\$4,503
Okanogan County Fire District #16	\$1,176	\$332
Oroville EMS District	\$11,924	\$3,371
Tonasket EMS District	\$17,172	\$4,854
Town of Conconully	\$1,370	\$387
Town of Coulee Dam	\$18,386	\$5,198
Town of Riverside	\$3,197	\$904
Town of Twisp	\$20,368	\$5,758
Town of Winthrop	\$14,839	\$4,195
<b>SUM: Billable Expenses Dispersed</b>	<b>\$878,301</b>	<b>\$248,298</b>
Notes:		
* Fees Based on 2019 Dispatch buget of \$878,300 without sales tax revenue applied.		
** Fees reduced after \$630,000 sales tax revenue applied to offset billable expenses.		

# MEMORANDUM

To: Omak City Council  
Cindy Gagnè, Mayor

From: Todd McDaniel, Administrator

Date: May 18, 2020

Subject: Resolution 31-2020

---

The Attached Resolution 31-2020, Authorizing a Grant Application with the Washington State, Recreation and Conservation Office, is forwarded for your consideration.

This application is one of two applications that are going out the Washington State Recreation and Conservation Office for Skate Park Construction. Grindline was hired to Design and provide bid documents for this project in 2018. With this phase of the project complete we should be very competitive in the RCO's selection process. Local Match requirements have increased from 10% to 25% since our last attempt at funding through this agency. To offset the higher match a second grant through a different program offered by RCO was recommended. Tentatively funding for the two Grants would be as follows.

Local Match	\$ 35,000
RCO YAF	\$ 66,330
RCO WWRP	\$ 303,989
	\$ 405,318 Total

We are working with the RCO to finalize grant documents for the June 1, 2020 Submittal. We may see some variations in total project costs and local match requirements for the individual applications.

These applications would be submitted with the City's intent to provide up to a \$35,000 local match for the completion of this project. The City has already expended \$17,385 towards the design portion of this project. This would require the council to approve an additional expenditure of \$17,615 to fulfill the match requirement.

I approve this resolution and urge its adoption

**RESOLUTION NO. 31-2020**

**A RESOLUTION OF THE OMAK CITY COUNCIL AUTHORIZING A GRANT APPLICATION WITH THE WASHINGTON STATE RECREATION AND CONSERVATION OFFICE**

**WHEREAS**, grants are available through the Recreation and Conservation Office (RCO) that can fund improvements identified in the current Omak Parks and Recreation Plan; and

**WHEREAS**, an Applicant Resolution/Authorization form is required to initiate the application for RCO grants; and

**WHEREAS**, this application designates City authorized representatives and identifies grant application requirements and local match; and

**WHEREAS**, a draft application for Project # 20-1712 DEV, Omak Eastside Park Redevelopment - Phase 1 has been prepared for submittal and attached hereto as Exhibit "A".

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Omak that the Recreation and Conservation Office Applicant Resolution/Authorization, attached hereto as Exhibit "A", is approved. The Mayor is authorized to execute said application on behalf of the City.

**INTRODUCED AND APPROVED** by the City Council of the City of Omak this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**APPROVED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael D. Howe, City Attorney

# EXHIBIT A

## Certification of Applicant Match

Organization Name City of Omak  
Project Name Omak Eastside Park Redevelopment - Phase I  
Project Number 20-1712 DEV

The sources and amounts of our matching share will be:

Source of Match	Amount
General Fund	\$35,000
Total	\$35,000

As the authorized financial representative for the above identified organization, I hereby certify that the sponsor matching resources are available for the project referenced above. I further acknowledge that our organization is responsible for supporting all non-cash commitments and donations should they not materialize.

Signature \_\_\_\_\_  
Printed Name Todd McDaniel  
Title City Administrator  
Date May 19, 2020



## Applicant Resolution/Authorization

Organization Name (sponsor) City of Omak

Resolution No. or Document Name Resolution 31-2020

Location of Resolution or Document: City of Omak, Omak WA 98841

Project(s) Number(s), and Name(s) 20-1712 D Omak Eastside Park Redevelopment – Phase I

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Cindy Gagne, Mayor
Project contact (day-to-day administering of the grant and communicating with the RCO)	Ken Mears, Public Works Director
RCO Grant Agreement (Agreement)	Cindy Gagne, Mayor
Agreement amendments	Cindy Gagne, Mayor
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Cindy Gagne, Mayor



The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of

Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only-If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only-If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

On File at: \_\_\_\_\_

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020  
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

20-1712, Dev, Omak City of  
Omak Eastside Park Redevelopment Phase 1 - Skatepa, RCO Grant Request: \$66,329

## BASICS

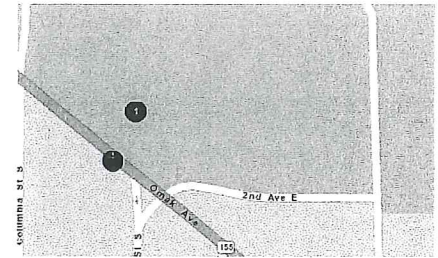
### FUNDING

#### Costs

RCO	\$66,329	16%
Sponsor Match	\$338,989	84%
<b>Total</b>	<b>\$405,318</b>	<b>100%</b>

#### Sponsor Match Breakdown

Appropriation - Local	\$35,000
Grant - RCO WWRP	\$303,989
<b>Total</b>	<b>\$338,989</b>



Minimum match required  
25.00%

## DESCRIPTION

Omak's Eastside Park Redevelopment project involves demolition of the existing skate park (RCO #99-1002) and replacement with a new and substantially improved facility. This project is the first phase of a multi-phased effort to redevelop Omak's Eastside Park.

Eastside Park is a 76.6-acre destination park located on the Colville Indian Reservation in East Omak. The park, which contains a variety of outdoor recreation opportunities, has been the focus of numerous planning efforts which resulted in the Master Plan adopted in 2012. This plan confirmed the vision of completing the long held goal of a quadplex of ballfields as a centerpiece of the park. In order to attain this goal, the center, mostly undeveloped portion of the park transected by several paved roadways and the existing skate park, must be significantly altered with the first step, Phase 1, removal and relocation of the skate park.

Phase 2 will include removal of the paved roadways followed by, filling, grading, irrigating, and planting the currently undeveloped areas. Phase 3 will complete the quadplex. The ability for the City of Omak to move forward with the overall development/redevelopment project hinges upon the removal and replacement of the existing skating facility, which has been identified in the adopted Park Plan as the key piece to move the project forward.

## LOCATION

### County, City, Water bodies

City Areas: Omak  
County: Okanogan

## METRICS/COSTS

### DEVELOPMENT METRICS

**Worksite: Omak Eastside Park (#1)**

## Project Factsheet

### COSTS

Category	Work Type	Estimated Cost	Note
Cultural Resources	Cultural resources	\$3,000	
General Site Improvements	Install signs/kiosk	\$1,000	
	Landscaping improvements	\$21,571	
	Obtain permits	\$1,000	
Permits	Obtain permits	\$1,000	
Site Preparation	General site preparation	\$52,187	
Skating Facilities	Roller rink development	\$309,165	
	Subtotal:	\$387,923	
Admin, Architecture, and Engineering		\$17,395	
Total Estimate For Worksite:		\$405,318	

### METRICS

#### GENERAL SITE IMPROVEMENTS

##### Install signs/kiosk

Total cost for Install signs/kiosk	\$1,000
Number of kiosks	New: 0, Renov: 0
Number of interpretive signs/displays	New: 0, Renov: 0
Number of permanent entrance signs	New: 1, Renov: 0

Note: A permanent entrance for the Skatepark will be designed and erected including credit to funding sources and those making donations.

Number of electronic signs	New: 0, Renov: 0
Project involves installation of informational signs (yes/no)	Yes

##### Landscaping improvements

Total cost for Landscaping improvements	\$21,571
Acres of landscaped area	0.02
Select the landscape features	Drainage Grass/turf Irrigation Trees/shrubs

#### SITE PREPARATION

##### General site preparation

Total cost for General site preparation	\$52,187
Acres of site preparation	0.15
Buildings / structures to be demolished	Demolition of existing 5,394 sq ft skate park and appurtenant fencing. (1999) In Kind service provided by the City

## Project Factsheet

Select the site preparation activities

Demolition  
General site prep  
activities  
Mobilization

### SKATING FACILITIES

#### Roller rink development

Total cost for Roller rink development	\$309,165
Number of roller rinks	New: 1, Renov: 0
Lighting provided for evening use (yes/no)	No

### CULTURAL RESOURCES

#### Cultural resources

Total cost for Cultural resources	\$3,000
Acres surveyed for cultural resources	0.30

### PERMITS

#### Obtain permits

Total cost to Obtain permits	\$1,000
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### ARCHITECTURAL & ENGINEERING

#### Architectural & Engineering (A&E)

Total cost for Architectural & Engineering (A&E)	\$17,395
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<b>Total Development Cost</b>	<b>\$405,318</b>
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## PERMITS

Permit Name	Received	Comment
Clear & Grade Permit	No	
Archeological & Cultural Resources (EO 05-05)	No	
SEPA	No	

## PROJECT PROPOSAL

### PROPOSAL QUESTIONS

#1: Does this application contain state, federal or other grants as part of the "sponsor match"? If "yes," name the grant(s) and date grant will be available.

Yes

The City intends to apply to the Youth Athletic Field program for a 16% match with the City providing 9% match in order to reach the 25% match required for the WWRP Local Parks Program.

## Project Factsheet

### EVALUATION CRITERIA QUESTIONS

- #1: NEED AND NEED SATISFACTION What is the community's need for the proposed youth athletic facility? To what extent will the project satisfy the needs in the service area?

Eastside Park, the work site for the proposed project, is within the boundary of the Reservation for the Confederated Colville Tribes, an area that has been identified as underserved, a community in need, and within a county in need. In addition, the area was declared a Federal Disaster Area following the wildfires of 2015.

The skate park in Omak's Eastside Park is the only such facility within the City's service area. The only other skate park in Okanogan County is located in Tonasket 30 miles to the north. Omak's first skate park, built in the early 1990's out of wood with donations and volunteers, was the first formal outdoor skate park in the County and Colville Reservation. The original facility was the subject of a successful RCO rehabilitation project in 2000 (RCO Project 99-1002) and was subsequently rebuilt in 2005. The 2000 rehabilitation was needed primarily due to faulty design and construction of the original park, while the 2005 reconstruction resulted from inappropriate materials for the harsh climate in North Central Washington. Over the past 13 years the City has had a constant battle to keep the facility safe and open. As time has passed a combination of use and weathering has once again left the facility with limited functionality and declining use without a major reconstruction effort. As a result, relocation and replacement of the facility has been identified as the priority project in the phased program for redevelopment of the central area of the 76+ acre park.

The existing skate park with its limited and high maintenance wooden ramps and features, still draws youth from throughout the service area and is estimated to see from 4-6 hours of use per day during the spring, summer and fall months. With a service area covering the Omak and Okanogan School Districts (approximately 700 square miles) containing a population of an estimated 8,500 people, 30% of which are under the age of 25, it is estimated that at least 400 youth within the service area skate at least once a year. The Colville Confederated Tribes report that there are 2,434 enrolled tribal members within the Omak District (majority within service area) with 860 under the age of 25.

The proposed project directly addresses two of the goals of the Washington State Recreation and Conservation Plan: it sustains the legacy of Eastside Park as a place with a variety of recreational opportunities; and, it encourages youth to get outside.

- #2: DESIGN AND COST ESTIMATE How well is the project designed? How reasonable are the cost estimates, do they accurately reflect the scope of work, and are there enough funds to implement the proposed projects?

This grant request is based on an adopted plan and cost estimate prepared by Grindline, a Seattle area firm specializing in skate parks. Following the unsuccessful YAF grant request in 2018 the City advertised for the services of a qualified firm to assist the City in the formal planning, design and permitting process needed to construct a new facility. Grindline completed this effort in August, 2019 and the City has accepted the plan and is now ready for construction.

The City's design calls for a 5,300 sq ft, \$350,000 concrete facility with both above and below grade features. The final design for the project is the product of a process that involved the local skating community, citizens, organizations, staff and elected officials which allowed for refinement of the preliminary 2018 design to fit within the funding available. The City's desire is to eliminate the ongoing maintenance and limited opportunities presented by the existing skate park and replace it with low maintenance surfaces and include a wider variety of ramps and features.

## Project Factsheet

Relocation of the facility will create a much better recreational experience and improved risk management with the planned location surrounded by grass and trees, in close proximity to the tennis and basketball courts, not to mention being located closer to Omak Ave/SR155 for improved visibility, interest and ready access to the City's sidewalk system.

- #3: **SUSTAINABILITY** Will the project result in a quality, sustainable, recreational opportunity while protecting the integrity of the environment?

The primary focus of this effort to establish a skate park for the greater Omak community is creation of a skating facility constructed of concrete that will stand up to decades of use, thus eliminating the practice of the past two decades of repair and replacement of wooden ramps and features. The site of the planned facility is presently lawn area which requires irrigation, fertilization and other maintenance, which will be replaced by 5,300 sq ft +/- of hard surface with minimal maintenance needs. Surrounding permeable landscaping will allow infiltration of the small amount of stormwater generated.

- #4: **FACILITY MANAGEMENT** Does the applicant have the ability to operate and maintain the facility?

The City of Omak owns Eastside Park and has had a Parks Department to manage and maintain the park since its acquisition and development over 60 years ago. The Department currently has one fulltime employee with two seasonal employees during the busy spring, fall and summer months. In addition to these employees, the City also deploys public works personal and resources as required for infrastructure maintenance and improvements. In 2019, the City's Parks Department and Public Works personnel performed over 3,972 hours of labor in the park and expended \$93,312 on needed equipment, supplies and materials. In addition, the Parks Department coordinates with the Omak School District and baseball, T-ball, soccer and softball league coaches and organizations as to their plans and needs as well as with City front office staff on scheduling of facilities for games and other events.

- #5: **AVAILABILITY** When the project is complete, how often will it be available for competitive youth sports in a calendar year?

While the facility will be available for use year-round, primary use will be during the spring, summer and fall months with open hours from dawn to dusk, the same as the rest of Eastside and other City Parks. Special events using the the skate park, as with all other facilities in the park may be reserved at the Omak City Hall.

- #6: **READINESS TO PROCEED** What is the timeline for completing the project? Will the sponsor be able to complete the project within 3 years?

The City has a "ready-to-bid" design. With the ground in City ownership and permitting limited to Grade and Fill and Building Permits, a SEPA Checklist and Cultural Resource Survey, the project, if funded could be ready to go to bid for construction in early 2021 with completion by September 1, 2021, well within the three-year period.

- #7: **PROJECT SUPPORT AND PARTNERSHIPS** To what extent do users and the public support the project?

### **Project Factsheet**

The project is a high priority in the City of Omak Comprehensive Park and Recreation Plan (2020) as one of the key projects that must be done for future phases of the Park plan to move forward. The City is expressing its support through this application and the resolution attached hereto and the Confederated Tribes of the Colville Reservation Parks Department strongly supports the City's efforts in Eastside Park.



## Project Factsheet

# ATTACHMENTS

## RELEVANT DOCUMENTS

File Type	Attachment Type	Title
	Visuals	2020 RCO YAF Existing Skate Park and Planned location Photos
	Site Plan: Development site plan	2020 RCO YAF SKATEPARK PLANS FINAL.pdf
	Map: Athletic Facility	2020 Athletic facilities Map.pdf

# MEMORANDUM

To: Omak City Council  
Cindy Gagnè, Mayor

From: Todd McDaniel, Administrator

Date: May 18, 2020

Subject: Resolution 32-2020

---

The Attached Resolution 32-2020, Authorizing a Grant Application with the Washington State, Recreation and Conservation Office, is forwarded for your consideration.

This application is one of two applications that are going out the Washington State Recreation and Conservation Office for Skate Park Construction. Grindline was hired to Design and provide bid documents for this project in 2018. With this phase of the project complete we should be very competitive in the RCO's selection process. Local match requirements have increased from 10% to 25% since our last attempt at funding through this agency. To offset the higher match a second grant through a different program offered by RCO was recommended. Tentatively funding for the two grants would be as follows.

Local Match	\$ 35,000
RCO YAF	\$ 66,330
RCO WWRP	<u>\$ 303,989</u>
	\$ 405,318 Total

We are working with the RCO to finalize grant documents for the June 1, 2020 submittal. We may see some variations in total project costs and local match requirements for the individual applications.

These applications would be submitted with the City's intent to provide up to a \$35,000 local match for the completion of this project. The City has already expended \$17,385 towards the design portion of this project. This would require the council to approve an additional expenditure of \$17,615 to fulfill the match requirement.

I approve this resolution and urge its adoption

**RESOLUTION NO. 32-2020**

**A RESOLUTION OF THE OMAK CITY COUNCIL AUTHORIZING A GRANT APPLICATION WITH THE WASHINGTON STATE RECREATION AND CONSERVATION OFFICE**

**WHEREAS**, grants are available through the Recreation and Conservation Office (RCO) that can fund improvements identified in the current Omak Parks and Recreation Plan; and

**WHEREAS**, an Applicant Resolution/Authorization form is required to initiate the application for RCO grants; and

**WHEREAS**, this application designates City authorized representatives and identifies grant application requirements and local match; and

**WHEREAS**, a draft application for Project # 20-1772 DEV, Omak Eastside Park Redevelopment - Phase 1 has been prepared for submittal and attached hereto as Exhibit "A".

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Omak that the Recreation and Conservation Office Applicant Resolution/Authorization, attached hereto as Exhibit "A", is approved. The Mayor is authorized to execute said application on behalf of the City.

**INTRODUCED AND APPROVED** by the City Council of the City of Omak this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**APPROVED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael D. Howe, City Attorney

# EXHIBIT A

## Certification of Applicant Match

Organization Name City of Omak

Project Name Omak Eastside Park Revelopment - Phase I

Project Number 20-1772 DEV

The sources and amounts of our matching share will be:

Source of Match	Amount
City General Fund	\$35,000
Total	\$35,000

As the authorized financial representative for the above identified organization, I hereby certify that the sponsor matching resources are available for the project referenced above. I further acknowledge that our organization is responsible for supporting all non-cash commitments and donations should they not materialize.

Signature \_\_\_\_\_

Printed Name Todd McDaniel

Title City Administrator

Date 5/18/2020



## Applicant Resolution/Authorization

Organization Name (sponsor) City of Omak

Resolution No. or Document Name Resolution 32-2020

Location of Resolution or Document: City of Omak, Omak WA

Project(s) Number(s), and Name(s) 20-1772 D Omak Eastside Park Redevelopment – Phase I

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
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Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Cindy Gagne, Mayor
Project contact (day-to-day administering of the grant and communicating with the RCO)	Ken Mears, Public Works Director
RCO Grant Agreement (Agreement)	Cindy Gagne, Mayor
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Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Cindy Gagne, Mayor

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
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5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of

Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only—If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only—If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

On File at: \_\_\_\_\_

Washington State Attorney General's Office

Approved as to form Brian Tallen 2/13/2020  
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

20-1772, Dev, Omak City of  
Omak Eastside Park Redevelopment - Phase I, RCO Grant Request: \$303,988

**BASICS**

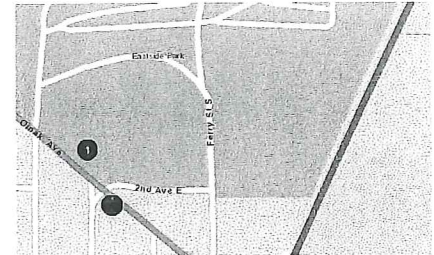
**FUNDING**

**Costs**

RCO	\$303,988	75%
Sponsor Match	\$101,329	25%
<b>Total</b>	<b>\$405,318</b>	<b>100%</b>

**Sponsor Match Breakdown**

Appropriation - Local	\$35,000
Grant - RCO YAF	\$66,329
<b>Total</b>	<b>\$101,329</b>



Minimum match required  
25.00%

**DESCRIPTION**

Omak's Eastside Park Redevelopment project involves demolition of the existing skate park (RCO #99-1002) and replacement with a new and substantially improved facility. This project is the first phase of a multi-phased effort to redevelop Omak's Eastside Park.

Eastside Park is a 76.6-acre destination park located on the Colville Indian Reservation in East Omak. The park, which contains a variety of outdoor recreation opportunities, has been the focus of numerous planning efforts which resulted in the Master Plan adopted in 2012. This plan confirmed the vision of completing the long held goal of a quadplex of ballfields as a centerpiece of the park. In order to attain this goal, the center, mostly undeveloped portion of the park transected by several paved roadways and the existing skate park, must be significantly altered with the first step, Phase 1, removal and relocation of the skate park.

Phase 2 will include removal of the paved roadways followed by, filling, grading, irrigating, and planting the currently undeveloped areas. Phase 3 will complete the quadplex. The ability for the City of Omak to move forward with the overall development/redevelopment project hinges upon the removal and replacement of the existing skating facility, which has been identified in the adopted Park Plan as the key piece to move the project forward.

**LOCATION**

**County, City, Water bodies**

City Areas: Omak  
County: Okanogan

**METRICS/COSTS**

**DEVELOPMENT METRICS**

**Worksite: Omak Eastside Park (#1)**



## Project Factsheet

### COSTS

Category	Work Type	Estimated Cost	Note
Cultural Resources	Cultural resources	\$3,000	
General Site Improvements	Install signs/kiosk	\$1,000	
	Landscaping improvements	\$21,571	
	Obtain permits	\$1,000	
Permits	Obtain permits	\$1,000	
Site Preparation	General site preparation	\$52,187	
Skating Facilities	Skatepark development	\$309,165	
	Subtotal:	\$387,923	
Admin, Architecture, and Engineering		\$17,395	
	<b>Total Estimate For Worksite:</b>	<b>\$405,318</b>	

### METRICS

#### GENERAL SITE IMPROVEMENTS

##### Install signs/kiosk

Total cost for Install signs/kiosk	\$1,000
Number of kiosks	New: 0, Renov: 0
Number of interpretive signs/displays	New: 0, Renov: 0
Number of permanent entrance signs	New: 1, Renov: 0

Note: A permanent entrance for the Skatepark will be designed and erected including credit to funding sources and those making donations.

Number of electronic signs	New: 0, Renov: 0
Project involves installation of informational signs (yes/no)	Yes

##### Landscaping improvements

Total cost for Landscaping improvements	\$21,571
Acres of landscaped area	0.15
Select the landscape features	Drainage Grass/turf Irrigation Trees/shrubs

#### SITE PREPARATION

##### General site preparation

Total cost for General site preparation	\$52,187
Acres of site preparation	0.30
Number of trail miles for site preparation	0
Buildings / structures to be demolished	Demolition of existing 5,394 sq ft skate park and appurtenant fencing. (1999) In Kind service provided by the City

## Project Factsheet

Select the site preparation activities

Demolition  
General site prep  
activities  
Mobilization

### SKATING FACILITIES

#### Skatepark development

Total cost for Skatepark development	\$309,165
Number of skate parks	New: 1, Renov: 0
Square feet of skate park	5,300
Lighting provided for evening use (yes/no)	No
Select the skate park type	Combination flat track w/bowls
Select the skill level the skatepark is designed for	Intermediate

### CULTURAL RESOURCES

#### Cultural resources

Total cost for Cultural resources	\$3,000
Acres surveyed for cultural resources	0.30
Number of trail miles surveyed for cultural resources	0

### PERMITS

#### Obtain permits

Total cost to Obtain permits	\$1,000
Number of permits required for implementation of project	3

*Optional*

### ARCHITECTURAL & ENGINEERING

#### Architectural & Engineering (A&E)

Total cost for Architectural & Engineering (A&E)	\$17,395
--	----------

Note: City selected Grindline through a request for qualifications process. Grindline completed the design and engineering for the project and have provided the City with a set of "ready-to-bid" plans for the new skate park.

**Total Development Cost**

\$405,318

### PERMITS

Permit Name	Received	Comment
SEPA	No	

## Project Factsheet

Permit Name	Received	Comment
Clear & Grade Permit	No	
Cultural Assessment [Section 106]	No	

## PROJECT PROPOSAL

### PROPOSAL QUESTIONS

#1: Does this application contain state, federal or other grants as part of the "sponsor match"? If "yes," name the grant(s) and date grant will be available.


Yes

The City intends to apply to the Youth Athletic Field program for a 16% match with the City providing 9% match in order to reach the 25% match required for the WWRP Local Parks Program.

## Project Factsheet

### ATTACHMENTS

#### RELEVANT DOCUMENTS

File Type	Attachment Type	Title
	Site Plan: Development site plan	2020 RCO WWRP SKATEPARK PLANS FINAL.pdf

## MEMORANDUM

To: Omak City Council  
Cindy Gagnè, Mayor

From: Kevin Bowling, Fire Chief

Date: May 18, 2020

Subject: Resolution 33-2020

---

The Attached Resolution 33-2020, Approving a Contract with Moon Security Services, Inc. for Omak City Hall Fire Panel Replacement, is forwarded for your consideration.

The Fire Panel at City Hall is outdated and failed. Quotes were sought from three firms to replace the needed equipment to make this system functional. The annunciator panel and sensors will need to be replace.

Moon Security Systems provided the least cost quote for the installation/replacement of the needed equipment.

This expense is in the 2020 Budget.

I approve this resolution and urge it adoption

**RESOLUTION NO. 33-2020**

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING A CONTRACT WITH  
MOON SECURITY SERVICES, INC., FOR OMAK CITY HALL FIRE PANEL  
REPLACEMENT**

**WHEREAS**, the City hall fire alarm and annunciator system has failed and needs replacement; and

**WHEREAS**, quotes for the replacement and installation of new equipment were received from three firms; and

**WHEREAS**, Moon Security Services, Inc., is qualified to perform the needed installation and has provided the low-cost quote; and

**WHEREAS**, the City Hall Fire Alarm System upgrade is adequately funded in the 2020 Budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE OMAK CITY COUNCIL**, that a contract between the City of Omak and Moon Security Services, Inc., a copy of which is attached hereto as **Exhibit "A"**, is hereby approved, and that the Mayor is authorized to execute all documents necessary to effect this action.

**PASSED BY THE CITY COUNCIL** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**APPROVED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael D. Howe, City Attorney

# EXHIBIT A

## PUBLIC WORKS CONTRACT

THIS AGREEMENT made and entered into between the City of Omak, State of Washington, acting under and by virtue of Title 35 R.C.W. as amended, hereinafter referred to as "The City," and

**Moon Security Services, Inc**  
**1120 Mullan #202**  
**Spokane Valley, WA 99206**

for its heirs, executors, administrators, successors and assigns, hereinafter referred to as "The Contractor,"

### WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this Agreement, the parties hereto covenant and agree as follows:

1. The Contractor shall do all work and furnish all labor, tools, and equipment necessary to install and complete the following for the City of Omak, Washington:

#### Omak City Hall Fire Alarm/Annunciator Panel Replacement

\$ 18,398.70

in accordance with the most recent and approved Electrical Code Standards, the recommended manufacturers installation, and as described in the attached Scope of Work.

The Contractor shall provide and bear the expense of all, labor, equipment, tools, and work of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in these contract documents.

2. The City of Omak hereby promises and agrees with the Contractor to employ, and does employ the Contractor to do and cause to be done the above described work and to complete and finish the same in accordance with the attached scope of work and the terms and conditions herein contained and hereby contracts to pay for the same according to the attached scope of work the schedule of unit or itemized prices at the time and in the manner and upon the conditions provided for in this contract.
3. The Contractor for himself/herself, and for his/her heirs, executors, administrators, successors, and assigns, does hereby agree to the full performance of all the covenants herein contained upon the part of the Contractor.
4. It is further provided that no liability shall attach to the City by reason of entering into this contract, except as expressly provided herein.
5. The Contractor hereby certifies by execution of this contract that he is registered or licensed as may be required by the laws of the State of Washington, Chapter 18.27 R.C.W.
6. The Contractor hereby agrees to allow the City to retain ten percent (10%) of the contract amount for a period of 30 days from the date of completion of the project in lieu of posting a payment and performance bond as provided in Chapter 39.08.010 RCW.
7. Amounts exceeding the estimated proposal of \$500.00 and the scope changes must be approved by the Public Works Director.

8. The applicant will provide proof of all required licenses and permits to the City prior to receiving a notice to proceed by the Omak P.W. Director. The contractor will be required to pay prevailing wages, submit a "Statement of Intent to Pay Prevailing Wages" to the Department of Labor and Industries, and upon completion of the project, must file an "Affidavit of Wages Paid" as well. An approved "Affidavit of Wages Paid" must be provided before final payment is issued.

**IN WITNESS, WHEREOF**, the said Contractor has executed this instrument on the day and year wrote below, and the City of Omak has caused this instrument to be executed by its Mayor as authorized by the City Council, duly attested by its Clerk, and the seal of said City hereunto affixed on the day and year last written below.

Executed by the Contractor this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CONTRACTOR: \_\_\_\_\_

By: \_\_\_\_\_  
Signature Title

PRINTED NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

City State Zip

PHONE: \_\_\_\_\_

FAX Number: \_\_\_\_\_

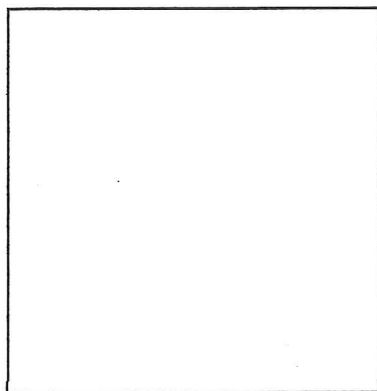
State of Washington Contractor's License Number: \_\_\_\_\_

Federal Tax I.D. Number: \_\_\_\_\_ UBI Number. \_\_\_\_\_

\*\*\*\*\*

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CITY OF OMAK



\_\_\_\_\_  
Cindy Gagné, Mayor

ATTEST:

\_\_\_\_\_  
Connie Thomas, City Clerk





# Moon Security Services, Inc.

P.O. Drawer B, Pasco, WA 99302  
office 509.545.1881 · toll-free 800.722.1070 · fax 509.545.4585  
gmackey@moonsecurity.com

Quote

**Bid:** Omak City Hall Option 2  
**To:** Omak City Hall  
2 Ash St N  
Omak, Washington 98841

**Date:** 05/13/2020  
**Phone:** (509) 8261170  
**System Type:** Fire  
**Salesperson:** Gene Mackey - 108 (108-101891)

## Upgrade Fire Alarm System - With monitored panics

This quote is to upgrade the existing fire alarm panel and system part for part based on quote provided. Replacing panel, smokes, heats, horns/strobes and strobes. Fire alarm panel will communicate via phone lines provided by client to monitoring center of choice. Agreement must be in place prior to install. Our base rate over phone lines is \$44/month.

System will have monitor 3 hardwired panics from former security alarm panel thru fire panel as special supervisory alert for silent panic. We will replace the buttons, however, existing wiring will be used.

Four duct smokes with test switches added to quote. Does not include any new device locations. Does not include lift if needed. Does not include any wiring changes except for test switches. Does not include any changes by AHJ. Does not include plan review fee, AutoCAD or building permit fees if required by city.

Quote is based on two phone line monitoring. Other options for communication can be added but this requires additional equipment and could depend on monitoring station.

Page 2 includes an OPTIONAL Service Agreement that includes the required annual fire alarm inspection and testing. It does not include any Tegriss fees if required and it does not include parts. Moon's 5 year warranty covers parts. Also, service agreement requires a per trip fee of \$125 to cover basic travel expense. I have included the OPTIONAL Service plan in the quote as this covers all service and includes the annual test of the system all trips do require a \$125/trip fee to cover reduce travel cost. This compares to our regular rates of \$150/call for first .5 hour on site and \$150/hour after that for all labor plus \$110/hr for all travel. I would estimate your normal price for the annual inspection would be between \$550-700.

piece of work ✓

#	QTY	DESCRIPTION
1	2	SURGE PROTECTOR AC HARDWIRE
2	1	PANEL FIRE
3	1	POWER SUPPLY 9A
4	1	ANNUNCIATOR
5	37	BASE REPLACES B210LP
6	7	IDP MONITOR
7	7	IDP RELAY
8	24	DETECTOR SMOKE WHITE
9	13	HEAT INTELLIGENT FIXED 135 DEGREE WHITE
10	3	PULL STATION DUAL ACTION ADDRESSABLE
11	11	STROBE HORN 2W RED WALL LOW CURRENT
12	15	STROBE WALL RED LOW CURRENT
13	3	1 BUTTON HOLD UP
14	4	REMOTE TEST STATION FOR DNR
15	4	SMOKE INTELLIGENT PLUG IN PHOTO ELECTRIC
16	4	DNR DETECTOR DUCT INTELLIGENT NON-RELAY
17	4	3FT STEEL SAMPLING TUBE
18	1	FIRE ALARM DOCUMENT CAB
19	1	INSTALLATION/PROGRAM/TRAVEL
20	1	MISC ELECTRICAL
21	4	7AH 12V BATTERY

Please review quote and let me know if you have any questions, adjustments to be addressed, or how you would like to proceed.

Upon acceptance of quote Moon's standard requirement is 50% down plus permit and the balance on completion, unless other terms have been agreed upon.

Thank you

**Thank you,**  
**Gene Mackey**

SYSTEM SUBTOTAL	\$15,805.42
AFFIDAVIT	\$92.00
PROJECT MANAGEMENT	\$360.00
ELECTRICAL PERMIT	\$112.47
SUBTOTAL	\$16,369.89
TAX	8.40%
GRAND TOTAL	\$17,744.96

This bid is confidential and is exclusive for the viewing between MSSSI (Moon Security Services, Inc.) and the customer named herein. MSSSI reserves the right to rescind this bid if viewed by any companies that can be construed as direct competitors to MSSSI. This bid, and pricing quoted herein, expires 30 days after the date listed above.

If this is a prevailing wage job, additional fees may apply.

Additional 3% charge on credit card transactions.



**Moon Security**

P.O. Drawer B, Pasco, WA 99302  
office 509.545.1881 · toll-free 800.722.1070 · fax 509.545.4585  
gmackey@moonsecurity.com

*Service Agreement*

**Bid:** Omak City Hall Option 2  
**To:** Omak City Hall  
2 Ash St N  
Omak, Washington 98841

**Date:** 05/13/2020  
**Phone:** (509) 8261170  
**System Type:** Fire  
**Salesperson:** Gene Mackey - 108 (101891)

Plan Type Options	New Installations
#1 - PREMIUM	\$100.87/mo.
#2 - BASIC	\$75.65/mo.

I authorize Moon Security to enroll me in the Moon Security Guardian Protection Plan Option 1 2 3 (circle one) for protection services as set forth in the above Moon Security Guardian Protection Plan description. I understand that I will be billed at Moon Security pre-installation rate and will be covered against electrical surge damage to equipment for the first year of system usage at no additional charge

Customer Initial \_\_\_\_\_ Moon Security Representative Initial \_\_\_\_\_

I decline to take advantage the Moon Security Guardian Protection Plan offer. I understand that if I decide to enroll in Moon Security's Protection Plan at a later date, it will be billed at Moon Security standard rate and will not receive protection against electrical surge damage to equipment during the first year of system usage.

Customer Initial \_\_\_\_\_ Moon Security Representative Initial \_\_\_\_\_

## Memorandum

To: Omak City Council  
Cindy Gagne, Mayor

From: Jeff Koplín, Chief of Police

Date: 5/18/2020

Subject: Resolution 34-2020 Purchase of Laptops from Vision

---

The attached Resolution 34-2033, Approving the Purchase of Ruggedized Laptops from Vision Municipal Solutions, LLC., is forwarded for your consideration.

The laptops that are used in the police cars do not meet the Security requirements set by the Criminal Justice Information System. Vision was unable to load the updated software to make these machines compliant. Vision recommends replacement and they have provided a quote.

I overlooked the capability of these laptops during the budget process. Historically my department has underspent many of our budgeted items and I believe I can fit this in without exceeding my overall budget.

I support this Resolution and urge its adoption

**RESOLUTION NO. 34-2020**

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING THE PURCHASE OF RUGGEDIZED LAPTOPS FROM VISION MUNICIPAL SOLUTIONS, LLC.**

**WHEREAS**, current Police Department computer laptops do not meet the Criminal Justice Information System (CJIS) requirements; and

**WHEREAS**, attempts to bring these laptops into compliance with software updates has failed; and

**WHEREAS**, the purchase of new laptops and software is vital to the operations of the Police Department; and

**WHEREAS**, Vision Municipal Solution, LLC is contracted with the city to provide both software and hardware support.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE City of Omak**, the purchase of Ruggedized Laptops from Vision Municipal Solutions, LLC., the quote attached hereto as Exhibit "A", is approved.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**SIGNED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael D. Howe, City Attorney

# EXHIBIT A



<https://www.visionms.net>

**509-315-8845**

P.O. Box 28429, Spokane, WA 99228

**Quote VMSQ2710-01**

**Valid through June 13, 2020**

**Prepared For:**

City of Omak Police Department  
 Jeff Koplin  
 Phone: (509) 826-0383  
 8 N Ash Street  
 Omak, WA 98841  
 opd401@omakpd.com

**Prepared By:**

Brandon Votaw  
 Director of Information Technology  
 Phone: 509-491-3960 x2  
 Fax: 888-223-6007  
 Email: bvotaw@visionms.net



For the full presentation proposal, [click here](#) to view or download the PDF version of this quote. You can sign and email the .pdf to [help@visionms.net](mailto:help@visionms.net), or you can save time by simply electronically accepting this quote below.

**Line Item Detail**

QTY	Description	Picture	Unit Price	Ext Price
<b>PD Car Laptops</b>				
<input type="text" value="7"/>	Vision Entry Ruggedized Laptop - Intel i5 3.9 GHz Gen 8 Processor - 15" Display - 8 GB RAM - 256 GB SSD HDD - Wireless AC + BT 4.0 - Web Camera - Spill-proof keyboard & touch pad - Backlit Keyboard - TPM - Windows 10 Pro - 3 year hardware warranty		\$1,822.18	\$12,755.26
	5.0% vCare Hardware Discount			-\$637.76
<b>Professional Services:</b>				
7	Setup and transfer data and applications to new PC (Deducted from vCare)		\$0.00	\$0.00

**SubTotal: \$12,117.50**  
**Shipping: \$80.00**  
**Sales Tax: \$1,017.87**  
**Total: \$13,215.37**  
**Deposit Required: \$3,964.61**

**Ready to Accept?**

**Order Confirmation**

We reserve the right to cancel orders arising from errors, inaccuracies, or omissions.

I agree to the terms and conditions of the above document and PDF attachment with an electronic signature below.

**IP Address** 64.139.98.86

**PO Number**

*(Optional: Enter PO Number as your reference only.)*

**Comments**

**Email Address**

**Printed Name**

**Signature**

*"signatures" could include: /john smith;/ /js;/ /js123/, etc*

**Have Questions?**

**Not Ready To Accept? Have Questions?**

*(Note, you will receive a copy of your message by email.)*

**Brandon Votaw** said May 14, 2020 @ 12:28 pm

Let me fix this up for you.

Give me a few moments, Brandon Votaw

**Jeff Koplín** said May 14, 2020 @ 9:31 am

I need to change this quote to include 7 laptops instead of 4. How do I do that? We are preparing a resolution for 7 and the quote is needed to complete the resolution.

*Time expressed in Pacific Daylight Time UTC-07:00*

## Memorandum

To: Omak City Council  
Cindy Gagne, Mayor

From: Wayne Beetchenow

Date: 5/18/2020

Subject: Resolution 35-2020 - Brand Specific Fire Hydrant Purchase

---

The attached Resolution 35-2033, AUTHORIZING BRAND SPECIFIC PURCHASE OF FIRE HYDRANTS, is forwarded for your consideration.

The water department would like to replenish its on-hand inventory. This purchase was planned during the 2020 budgeting process.

Brand specific purchasing will be used to acquire hydrants that are consistent with our construction standards.

The only two authorized regional Mueller vendors were solicited, Core & Main and Consolidated Supply. Core & Main provided the lowest price quote.

I support this Resolution and urge its adoption

**RESOLUTION NO. 35-2020**

**A RESOLUTION OF THE OMAK CITY COUNCIL AUTHORIZING  
2020 BRAND SPECIFIC PURCHASE OF FIRE HYDRANTS**

**WHEREAS**, brand specific hydrants have been selected for purchase, consistent with the Construction Standards and Specifications for the City of Omak; and

**WHEREAS**, quotes were solicited to the two regional suppliers of Mueller Hydrants;  
and

**WHEREAS**, Core& Main. has provided the lowest quote.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Omak, that the brand specific purchase for fire hydrants is hereby authorized with Core & Main, a copy of the quote attached as Exhibit "A", in the amount of \$ 13,313.68, including Washington State sales tax.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**SIGNED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael Howe, City Attorney





# EXHIBIT A

## Bid Proposal for c/o omak - Fire Hydrants

CUSTOMER

**CITY OF OMAK**  
2 NORTH ASH  
OMAK, WA 98841

**Job**  
c/o omak - Fire Hydrants  
Bid Date: 08/30/2019  
Bid #: 1046367

CONTACT

**Sales Representative**  
Eric Neuman  
(M) 509-860-5601  
(T) 509-415-7056  
Eric.Neuman@coreandmain.com

**Core & Main**  
3575 Territorial Way  
East Wenatchee, WA 98802  
(T) 509-415-7056

NOTES



Bid Proposal for c/o omak - Fire Hydrants

CITY OF OMAK  
Bid Date: 08/30/2019  
Core & Main 1046367

Core & Main  
3575 Territorial Way  
East Wenatchee, WA 98802  
Phone: 509-415-7056

Seq#	Qty	Description	Units	Price	Ext Price
10	2	A423-518189 5 1/4 4'6"472 125P MUELLER 1 1/4"PENT FIRE HYD	EA	2,014.29	4,028.58
20	2	A423 5-1/4" HYD 5'0" BURY OL 6IN MJ SHOE ACC 1-1/4IN PENT 2 2-1/2IN NST HOSE NOZ 1 4-1/2I N NST PUMPER NOZ YEL A423-5180	EA	2,059.94	4,119.88
30	1	A423 5-1/4" HYD 5'6" BURY OL 6IN MJ SHOE ACC 1-1/4IN PENT 2 2-1/2IN NST HOSE NOZ 1 4-1/2I N NST PUMPER NOZ YEL A423-5180	EA	2,105.69	2,105.69
40	1	A423-518995 5-1/4" 6'6"472 125P MUELLER 1-1/4" PENT 6 MJ SHOE	EA	2,197.03	2,197.03
50	6	5X4.5 NST (#5) STORZ ADP W/CAP	EA	143.75	862.50
<b>Sub Total</b>					<b>13,313.68</b>
Tax					0.00
<b>Total</b>					<b>13,313.68</b>

Branch Terms:

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES UPON THIRTY (30) CALENDAR DAYS' NOTICE TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>

**\*\* Quotation \*\***

Bid #: S009753697  
Page #: 1



Send P/O To:  
CONSOLIDATED SUPPLY CO - WENATCHEE Phone # : 509-662-7128  
1100 WALLA WALLA AVE  
WENATCHEE, WA 98801

\*\* C.O.D. \*\* C.O.D. \*\* C.O.D. \*\*

Bid To:  
WENATCHEE WATER WORKS BID  
WENATCHEE, WA 98801

Ship To:  
WENATCHEE WATER WORKS BID  
WENATCHEE, WA 98801

Phone # : 509-662-7128

JOB: C/O OMAK HYDRANTS 2020

Bid-Date-Expr-Date-Writer-----Salesperson-----Ship Via-----  
06/11/20 06/03/20 Grant Wishon - Wenat House Waterworks-Wena

Quantity	Description	Unit Price	Ext
PROJECT: C/O OMAK 2020 HYDRANTS BID			
LOCATION: OMAK, WA			
BID DATE: T.B.D.			
ESTIMATOR: GRANT WISHON			
PHONE: 509-662-7128			
2ea	4'-6" BURY 6" FLG SHOE CENTURION HYDRANT YELLOW 5-1/4 MVO 1-1/2 PON OL 3-WAY NST MUELLER A423-500184	2071.253EA	4142.51
2ea	5'-0" BURY 6" FLG SHOE CENTURION HYDRANT YELLOW 5-1/4 MVO 1-1/2 PON OL 3-WAY NST MUELLER A423-500185	2118.289EA	4236.58
1ea	5'-6" BURY 6" FLG SHOE CENTURION HYDRANT YELLOW 5-1/4 MVO 1-1/2 PON OL 3-WAY NST MUELLER A423-500186	2165.241EA	2165.24
1ea	6'-6" BURY 6" FLG SHOE LESS ACCS CENTURION HYDRANT YELLOW 5-1/4 MVO, 1-1/2 PON, OL, 3-WAY NST MUELLER A423-500188	2259.239ea	2259.24
6ea	*Special - Subject to Restock Fee* STORZ 5"X4-1/2" NST HYDRANT ADPTR COMPLETE WITH BLIND CAP & CABLE HPHA50-45NH W/ HBC-50	146.171EA	877.03

\*\*\* Continued on Next Page \*\*\*

**\*\* Quotation \*\***

Bid #: S009753697  
Page #: 2

WENATCHEE WATER WORKS BID

Quantity	Description	Unit Price	Ext
			-----
	Subtotal	-----	13680.60
	Bid Total		-----
	Bid Amount		13680.60

Bid: S009753697  
Bid Date: 06/11/2020

**Job:**  
**C/O OMAK HYDRANTS 2020**

**WENATCHEE, WA 98801**

Line	Order Qty	U/M	Description	Unit Price	Ext Price
<b>PROJECT: C/O OMAK 2020 HYDRANTS BID</b>					
<b>LOCATION: OMAK, WA</b>					
<b>BID DATE: T.B.D.</b>					
<b>ESTIMATOR: GRANT WISHON</b>					
<b>PHONE: 509-662-7128</b>					
2	ea		4'-6" BURY 6" FLG SHOE CENTURION HYDRANT YELLOW 5-1/4 MVO 1-1/2 PON OL 3-WAY NST MUELLER A423-500184	2,071.253	\$4,142.51
2	ea		5'-0" BURY 6" FLG SHOE CENTURION HYDRANT YELLOW 5-1/4 MVO 1-1/2 PON OL 3-WAY NST MUELLER A423-500185	2,118.289	\$4,236.58
1	ea		5'-6" BURY 6" FLG SHOE CENTURION HYDRANT YELLOW 5-1/4 MVO 1-1/2 PON OL 3-WAY NST MUELLER A423-500186	2,165.241	\$2,165.24
1	ea		6'-6" BURY 6" FLG SHOE LESS ACCS CENTURION HYDRANT YELLOW 5-1/4 MVO, 1-1/2 PON, OL, 3-WAY NST MUELLER A423-500188 *Special - Subject to Restock Fee*	2,259.239	\$2,259.24
6	ea		STORZ 5"X4-1/2" NST HYDRANT ADPTR COMPLETE WITH BLIND CAP & CABLE HPHA50-45NH W/ HBC-50	146.171	\$877.03
<b>Subtotal -----</b>					<b>\$13,680.60</b>
*****					
<b>Bid Total</b>					<b>\$13,680.60</b>