



**CITY COUNCIL MEETING
OF THE CITY OF CEDAR HILLS
Tuesday, March 17, 2015 7:00 p.m.**

Notice is hereby given that the City Council of the City of Cedar Hills, Utah, will hold a **City Council Meeting on Tuesday, March 17, 2015, beginning at 7:00 p.m.** at the Community Recreation Center, 10640 N Clubhouse Drive, Cedar Hills, Utah. This is a public meeting and anyone is invited to attend.

COUNCIL MEETING

1. Call to Order, Invocation given by Mayor Gygi and Pledge led by Chandler Goodwin
2. Approval of Meeting's Agenda
3. Public Comment: Time has been set aside for the public to express their ideas, concerns and comments (comments limited to 3 minutes per person with a total of 30 minutes for this item)

CONSENT AGENDA (Consent items are only those which require no further discussion or are routine in nature. All items on the Consent Agenda are adopted by a single motion)

4. Minutes from the February 17, 2015 and March 3, 2015 City Council Meetings

CITY REPORTS AND BUSINESS

5. City Manager
6. Mayor and Council

SCHEDULED ITEMS

7. Discussion on FY 2016 Golf Fund and Golf Debt Service Fund
8. Review/Action on the Bid Award for the Harvey Well Rehabilitation Project
9. Discussion/Review of Request for Qualifications (RFQ) for Professional Services – Building Inspector & Plan Review Services, Engineering Services, Financial Audit Services, and Legal Services

ADJOURNMENT

10. Adjourn

Posted this 13th day of March, 2015

/s/ Colleen A. Mulvey, City Recorder

- Supporting documentation for this agenda is posted on the city's website at www.cedarhills.org.
- In accordance with the Americans with Disabilities Act, the City of Cedar Hills will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at 801-785-9668 at least 48 hours in advance of the meeting.
- An Executive Session may be called to order pursuant to Utah State Code 54-4-204 & 54-4-205.
- The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.
- This meeting may be held electronically via telephone to permit one or more of the council members to participate.



CITY OF CEDAR HILLS

TO:	Mayor Gygi & City Council
FROM:	David Bunker, City Manager
DATE:	3/17/2015

City Council Memorandum

SUBJECT:	FY 2016 Budget Presentation
APPLICANT PRESENTATION:	
STAFF PRESENTATION:	Charl Louw, Finance Director
BACKGROUND AND FINDINGS: Presentation of the preliminary 2016 Golf fund and Golf debt service fund budgeted revenues & expenditures, golf course performance, and green fee comparison.	
PREVIOUS LEGISLATIVE ACTION:	
FISCAL IMPACT:	
SUPPORTING DOCUMENTS: Preliminary 2016 budget for the golf and golf debt service funds, golf course green fee/golf cart pricing comparison, presentation highlighting golf fund and golf debt service fund trends and changes.	
RECOMMENDATION: To review and comment on the 2016 Golf fund, Golf debt service fund preliminary budgets	
MOTION:	

GOLF FUND REVENUES

GOLF REVENUE		FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 BUDGET	FY 2016 BUDGET	CHANGE
20-30-100	Green Fees	\$536,530	\$533,478	\$545,000	\$555,000	\$10,000
20-30-300	Practice Range	\$23,178	\$24,920	\$20,000	\$23,000	\$3,000
20-30-400	Pro Shop Revenue	\$60,554	\$58,466	\$50,000	\$52,200	\$2,200
20-30-500	Snack Shack & Concessions	\$10,269	\$8,461	\$7,500	\$0	(\$7,500)
20-30-600	Season Passes	\$61,153	\$78,114	\$39,000	\$39,000	\$0
20-30-800	Other Income	\$6,901	\$4,367	\$0	\$0	\$0
20-35-300	Transfer from Other Funds	\$2,209,358	\$206,237	\$110,363	\$160,000	\$49,637
GRAND TOTAL		\$2,907,943	\$914,045	\$771,863	\$829,200	\$57,337

GOLF EXPENDITURES		FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 BUDGET	FY 2016 BUDGET	CHANGE
20-43-110	Salary & Wages (FT)	\$169,166	\$170,797	\$176,550	\$181,902	\$5,352
20-43-111	Overtime	\$1,231	\$73	\$92	\$94	\$3
20-43-120	Salary & Wages (PT)**	\$117,615	\$111,402	\$124,940	\$126,940	\$2,000
20-43-150	Employee Benefits	\$111,889	\$123,659	\$130,282	\$134,844	\$4,562
20-43-290	Communications/Telephone	\$900	\$3,624	\$2,600	\$2,600	\$0
20-50-100	Supplies	\$8,766	\$6,697	\$10,000	\$7,500	(\$2,500)
20-50-150	Noncapitalized Furniture & Equipment	\$2,739	\$0	\$0	\$0	\$0
20-50-200	Utilities	\$21,145	\$57,115	\$23,000	\$54,000	\$31,000
20-50-330	Professional/Technical	\$0	\$0	\$2,500	\$1,300	(\$1,200)
20-50-400	Miscellaneous Expenses	\$1,203	\$0	\$0	\$0	\$0
20-50-500	Snack Shack & Concessions	\$2,903	\$5,974	\$5,000	\$0	(\$5,000)
20-50-600	Credit Card Expenses	\$13,546	\$14,303	\$16,000	\$16,000	\$0
20-50-700	Pro Shop	\$49,471	\$48,995	\$42,000	\$44,000	\$2,000
20-50-800	Building Maintenance	\$1,766	\$2,921	\$2,500	\$500	(\$2,000)
20-60-100	Repairs & Maintenance - Course	\$55,374	\$57,397	\$40,000	\$42,000	\$2,000
20-60-200	Fertilizer & Chemicals	\$30,899	\$28,666	\$30,000	\$30,000	\$0
20-60-300	Water & Pumping Costs	\$15,116	\$14,687	\$17,000	\$17,000	\$0
20-60-500	Petroleum & Oil	\$14,343	\$10,844	\$11,000	\$11,000	\$0
20-60-600	Equipment Repair & Replacement	\$21,803	\$20,729	\$26,000	\$26,000	\$0
20-60-700	Equipment Rental	\$2,878	\$560	\$1,000	\$1,000	\$0
20-60-750	Insurance	\$887	\$1,588	\$1,500	\$1,500	\$0
20-60-900	Cart Repair & Replacement	\$11,196	\$5,103	\$7,000	\$8,000	\$1,000
20-70-100	Dues & Subscriptions	\$2,623	\$1,249	\$2,000	\$2,000	\$0
20-70-200	Printing	\$16	\$0	\$0	\$0	\$0
20-70-300	Education & Training	\$743	\$881	\$1,000	\$2,000	\$1,000
20-70-335	Branding	\$7,668	\$3,000	\$0	\$0	\$0
20-70-400	Licenses & Fees	\$1,000	\$0	\$500	\$500	\$0
20-70-500	Computers/Phones	\$6,770	\$4,249	\$5,000	\$5,000	\$0
20-70-600	Advertising	\$50,668	\$33,449	\$16,500	\$18,000	\$1,500
20-80-200	Clubhouse Lease Payment	\$0	\$0	\$0	\$0	\$0
20-80-250	Golf Cart Rental	\$24,800	\$76,694	\$74,400	\$79,000	\$4,600
20-80-300	Cart Lease Payment - Interest	\$2,742	\$0	\$0	\$0	\$0
20-80-400	Maintenance Equipment Lease - Interes	\$0	\$0	\$0	\$0	\$0
20-80-505	Interest Expense	\$0	\$103	\$500	\$500	\$0
20-80-911	Transfer to Motor Pool Fund	\$3,000	\$3,000	\$3,000	\$16,020	\$13,020
20-95-202	Capital Outlay	\$0	\$47,885	\$0	\$0	\$0
GRAND TOTAL		\$754,865	\$855,643	\$771,863	\$829,200	\$57,337

NET TOTAL	\$2,153,077	\$58,402	\$0	\$0	\$0
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FUND BALANCE		FY 2016 BUDGET
Beginning Fund Bal		\$30,000
Change in Restricted/Nonspendable Fund Bal		\$0
Change of Unrestricted Fund Balance		\$0
Remaining Fund Balance		\$30,000

GOLF DEBT SERVICE FUND

DEBT SERVICE REVENUE		FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 BUDGET	FY 2016 BUDGET	CHANGE
30-31-101	2005 GO Bond - Property Tax	\$392,276	\$143,058	\$92,850	\$137,850	\$45,000
30-31-102	2012 GO Bond - Property Tax	\$0	\$187,519	\$185,170	\$189,170	\$4,000
30-31-103	Motor Vehicle Tax	\$0	\$37,525	\$26,500	\$26,500	\$0
30-31-104	Delinquent Tax	\$0	\$12,774	\$7,500	\$7,500	\$0
30-31-105	Penalty & Interest	\$0	\$473	\$250	\$250	\$0
30-36-100	Interest Income	\$0	\$171	\$0	\$0	\$0
GRAND TOTAL		\$392,276	\$381,520	\$312,270	\$361,270	\$49,000

DEBT SERVICE EXPENDITURES		FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 BUDGET	FY 2016 BUDGET	CHANGE
30-98-101	2005 GO Bond Principal	\$150,000	\$155,000	\$160,000	\$165,000	\$5,000
30-98-102	2012 GO Bond Principal	\$65,000	\$50,000	\$50,000	\$55,000	\$5,000
30-98-201	2005 GO Bond Interest	\$129,660	\$19,200	\$13,000	\$6,600	(\$6,400)
30-98-202	2012 GO Bond Interest	\$15,616	\$135,820	\$134,820	\$133,820	(\$1,000)
30-98-795	Trustee Fees	\$800	\$800	\$850	\$850	\$0
GRAND TOTAL		\$361,076	\$360,820	\$358,670	\$361,270	\$2,600

NET TOTAL	\$31,200	\$20,700	\$46,400	\$0	\$46,400
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FUND BALANCE		FY 2015 BUDGET	FY 2016 BUDGET
Beginning Fund Bal		\$46,400	\$0
Change in Restricted/Nonspendable Fund Bal		\$46,400	\$0
Change of Unrestricted Fund Balance		\$0	\$0
Remaining Fund Balance		\$0	\$0

Green Fee Rates

Cedar Hills Golf Club

	<u>Walking 9</u>	<u>Riding 9</u>	<u>Walking 18</u>	<u>Riding 18</u>
Weekday	\$13.00	\$20.00	\$25.00	\$39.00
Weekend/Holiday	\$16.00	\$23.00	\$30.00	\$44.00
Trail Fee		\$4.00		\$8.00

Fox Hollow

Weekday	\$14.00	\$22.00	\$26.00	\$41.00
Weekend/Holiday	\$16.00	\$24.00	\$30.00	\$45.00
Trail Fee		\$4.00		\$8.00

East Bay

Weekday	\$14.00	\$21.00	\$28.00	\$42.00
Weekend/Holiday	\$15.00	\$22.00	\$30.00	\$44.00
Trail Fee		\$4.00		\$4.00

Thanksgiving Point

Weekday		\$38.00		\$67.00
Weekend/Holiday		\$48.00		\$87.00
<i>Carts Mandatory!!</i>		\$35.00		\$35.00

Sleepy Ridge

Weekday	\$15.00	\$22.00	\$27.00	\$37.00
Weekend/Holiday	\$17.00	\$26.00	\$32.00	\$47.00

Talons Cove

	<u>9 Walking</u>	<u>9 Riding</u>	<u>18 Walking</u>	<u>18 Riding</u>
Weekday	\$15.00	\$23.00	\$29.00	\$46.00
Weekend/Holiday	\$18.00	\$26.00	\$33.00	\$49.00

Spanish Oaks

Weekday	\$13.00	\$20.00	\$26.00	\$40.00
Weekend/Holiday	\$14.00	\$21.00	\$28.00	\$42.00
Trail Fee		\$6.00		\$6.00

Hobble Creek

Weekday	\$13.00	\$21.00	\$26.00	\$42.00
Weekend/Holiday	\$14.00	\$22.00	\$28.00	\$44.00

Ranches

	<u>9 Walking</u>	<u>9 Riding</u>	<u>18 Walking</u>	<u>18 Riding</u>
weekday		\$22		\$42
weekend/Holiday		\$23		\$45

	Fox Hollow		Cedar Hills		Cedar Hills		Payson		Payson		Provo		Spanish Fork		Spanish Fork		Springville		Springville	
	2013-14 Actual	2014-15 Budget	2013-14 Actual	2015-16 Tent. Bud	2013-14 Actual	2014-15 Budget	2013-14 Actual Est.	2014-15 Budget	2013-14 Actual	2014-15 Budget	2013-14 Actual	2014-15 Budget	2013-14 Actual	2014-15 Budget						
Total Revenue	676,971	770,072	707,807	669,200	668,813	725,348	712,907	687,047	722,000	722,000	722,000	722,000	722,000	722,000	839,951	900,000	839,951	839,951	839,951	900,000
Total Expenses	893,020	821,846	855,643	829,200	611,471	724,298	796,117	831,587	1,157,923	823,823	823,823	823,823	1,157,923	823,823	811,057	892,833	811,057	811,057	811,057	892,833
Net Income	(216,049)	(51,774)	(147,836)	(160,000)	57,342	1,050	(83,210)	(144,540)	(435,923)	(101,823)	(101,823)	(101,823)	(435,923)	(101,823)	28,894	7,167	28,894	28,894	28,894	7,167
Cash Infusions																				
Planned operating subsidy		238,350		160,000	37,200	-	135,343	144,540	435,923	101,823										
Land Payment		41,700																		
Capital Improvements		85,000	47,885	300,000																
		365,050	147,886	460,000	37,200	-	135,343	144,540	435,923	101,823										
Debt Service		354,951	360,820	361,270																
Total Budgeted Cash Subsidy		720,001	508,656	821,270	37,200	-	135,343	144,540	435,923	101,823										

Sources: Pleasant grove 2014, 2015 adopted budget, Cedar Hills Golf preliminary budget, Financial statements of other governmental entities

General Notes:

Proshop revenues & expenses are usually the Golf Manager's at other courses. Restaurants/events usually included with golf course.
 Fox Hollow doesn't pay for the cost of water it receives from American Fork.
 It doesn't appear Springville/Hobblecreek includes any expenses related to water usage.

Spanish Fork golf is part of the general fund and doesn't break out Golf's performance.

Fox Hollow Golf Course

Budget and Anticipated Costs

	2013 Actual	2014 Budget
Revenue		
Green Fees	263,267	304,918
Golf Cart Rental	162,809	165,795
Driving Range	65,212	102,971
Pass Fees	90,213	91,608
Events & Concessions	95,470	104,780
Other	-	
Total Revenue	676,971	770,072
Expenses		
Personnel	487,220	448,431
Outside Services	22,400	22,400
Supplies and Maintenance	277,186	253,918
Utilities		
Depreciation	263,170	265,000
General Overhead	106,214	97,097
Other		-
Total Expenses	1,156,190	1,086,846
Operating Loss	(479,219)	(316,774)
Nonoperating Revenue (Expense)	(166,212)	(154,103)
Member-City Contributions	720,000	720,000
Change in Net Position	74,569	249,123

Cash Infusions from Member Cities

		Total Cost	Pleasant Grove Cost	Budgeted In
Land Payment	9/15/2014	41,700	13,900	GF Other Expenditures
Debt Service	9/15/2014	282,051	94,017	GF Other Expenditures
Debt Service	3/15/2015	72,900	24,300	GF Other Expenditures
Capital Improvements	9/15/2014	85,000	28,333	GF Other Expenditures
Operations	9/15/2014	238,350	79,450	GF Other Expenditures
Total		720,001	240,000	

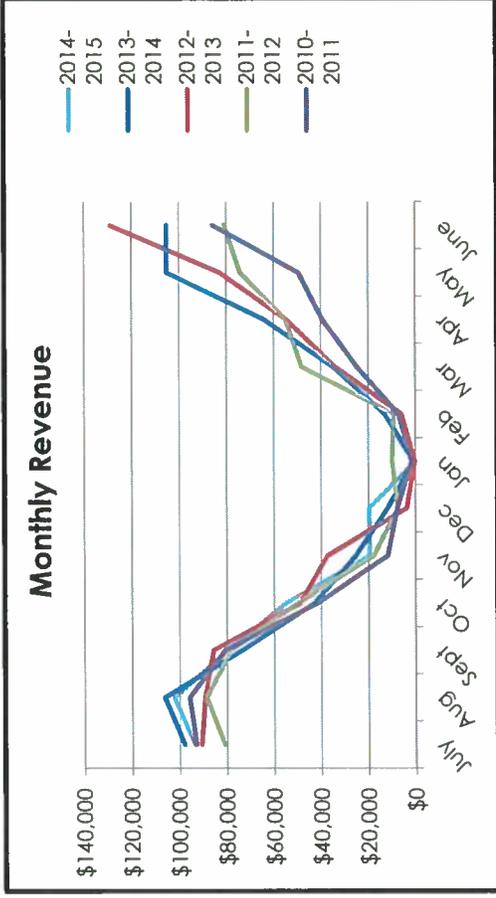
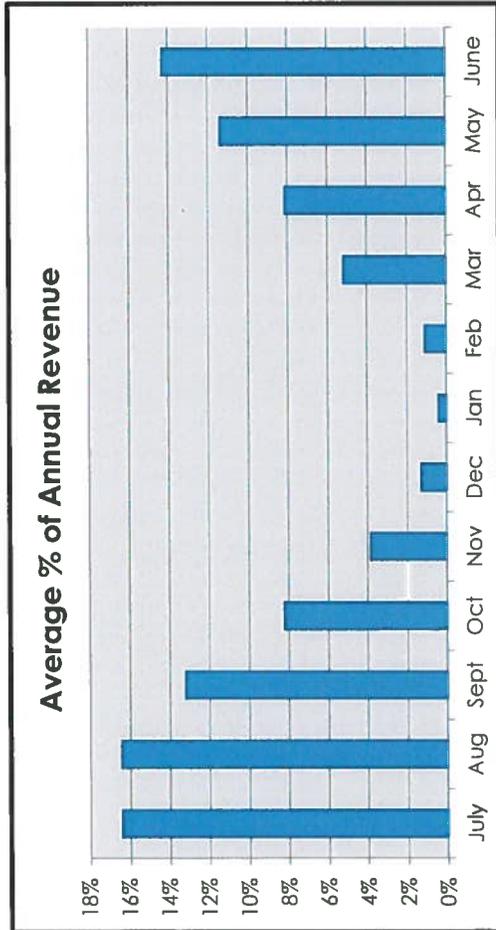
GENERAL FUND EXPENDITURES	ACT FY11	ACT FY12	ACT FY13	FY2014 Rev3	FY2015 Budget	DIFFER
GENERAL GOVERNMENT	\$ 254,679	\$ 261,430	241,863.42	\$ 381,631	\$ 404,267	\$ 22,636
SENIOR CITIZEN	279,321	249,923	265,794.42	265,436	\$ 275,766	10,330
INFORMATION SERVICES	255,916	285,084	304,659.53	439,215	\$ 437,510	-1,705
ADMINISTRATION	877,114	951,096	931,055.31	1,028,811	\$ 1,099,119	70,308
LEGAL	391,138	419,054	423,224.97	450,789	\$ 472,778	21,989
PLANNING	145,009	140,326	135,259.94	153,276	\$ 171,214	17,937
ENGINEERING	848,079	758,052	754,249.34	821,023	\$ 602,962	-218,060
BUILDING INSPECTION	309,520	301,669	340,590.14	402,023	\$ 419,781	17,758
POLICE	3,330,457	3,630,395	3,527,820.73	4,133,831	\$ 4,520,691	386,860
FIRE	470,677	489,072	620,747.94	520,395	\$ 569,056	48,661
AMBULANCE	464,286	445,186	589,193.17	659,054	\$ 665,418	6,364
ANIMAL CONTROL	138,470	153,961	167,028.28	180,054	\$ 186,767	6,713
EMERGENCY PREPAREDNESS	109,821	117,578	136,195.93	98,292	\$ 100,307	2,015
STREETS	963,204	1,736,601	1,159,524.07	1,263,793	\$ 1,196,303	-67,489
GENERAL BUILDINGS & GROUNDS	628,886	685,358	684,366.84	731,949	\$ 755,291	23,341
JUSTICE CENTER	\$ 107,968	\$ 100,488	143,310.20	\$ 168,587	\$ 125,402	-43,185
PARKS	2,469,119	1,939,841	1,322,556.55	1,529,274	\$ 1,391,939	-137,336
CEMETERY	207,406	359,882	239,853.87	257,924	\$ 263,909	5,985
LIBRARY	547,922	526,784	517,957.37	569,905	\$ 588,732	18,827
FAIRGROUNDS	302,360	397,904	395,905.69	596,381	\$ 548,117	-48,264
RECREATION	833,183	855,618	854,253.06	961,585	\$ 997,229	35,644
SNACK SHACK	120,057	133,502	136,819.85	150,056	\$ 149,962	-94
ARTS COUNCIL	\$ 106,171	\$ 126,645	117,404.80	\$ 135,337	\$ 131,128	-4,209
SPECIAL EVENTS	\$ 589,326	\$ 601,325	632,497.26	\$ 623,563	\$ 646,835	23,272
SWIMMING POOL	\$ 338,951	\$ 363,464	332,823.75	\$ 777,494	\$ 344,352	-433,142
GOLF	\$ 715,305	\$ 812,254	769,660.68	\$ 1,157,923	\$ 823,823	-334,100
TOTAL EXPENDITURES	\$ 15,804,346	\$ 16,842,492	15,744,617.11	\$ 18,457,601	\$ 17,888,658	-\$ 568,942

	EXPENSE	REVENUE	DIFFERENCE
POLICE	\$ 4,520,691	\$ 281,700	-\$ 4,238,991
FIRE	\$ 569,056	\$ 180,000	-\$ 389,056
AMBULANCE	\$ 665,418	\$ 620,000	-\$ 45,418
BUILDING INSPECTION	\$ 419,781	\$ 645,000	\$ 225,219
LIBRARY	\$ 588,732	\$ 60,400	-\$ 528,332
STREETS	\$ 1,196,303	\$ 0	-\$ 1,196,303
PARKS & RECREATION	\$ 2,389,168	\$ 517,750	-\$ 1,871,418
FAIRGROUNDS	\$ 548,117	\$ 395,409	-\$ 152,709
RODEO	\$ 335,400	\$ 455,450	\$ 120,050
ARTS COUNCIL	\$ 131,128	\$ 81,000	-\$ 50,128
SPECIAL EVENTS	\$ 311,435	\$ 171,575	-\$ 139,860
SNACK SHACK	\$ 149,962	\$ 106,000	-\$ 43,962
SWIMMING POOL	\$ 344,352	\$ 200,350	-\$ 144,002
GOLF	\$ 823,823	\$ 722,000	-\$ 101,823
SENIOR CITIZEN	\$ 275,766	\$ 92,000	-\$ 183,766
CEMETERY	\$ 263,909	\$ 166,750	-\$ 97,159

Net

Golf Revenue Summary Monthly Trend

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
2014-2015	\$ 93,646	\$ 102,509	\$ 79,410	\$ 55,029	\$ 19,376	\$ 19,760	\$ 112						\$ 369,841
2013-2014	\$ 97,909	\$ 106,279	\$ 73,647	\$ 42,969	\$ 25,313	\$ 11,965	\$ 541	\$ 13,067	\$ 34,664	\$ 64,056	\$ 105,215	\$ 105,113	\$ 680,738
2012-2013	\$ 90,824	\$ 89,397	\$ 85,701	\$ 48,998	\$ 37,470	\$ 3,875	\$ 392	\$ 5,995	\$ 34,075	\$ 54,546	\$ 82,905	\$ 128,915	\$ 663,091
2011-2012	\$ 81,109	\$ 88,663	\$ 78,180	\$ 49,956	\$ 17,730	\$ 7,613	\$ 9,925	\$ 9,359	\$ 48,168	\$ 54,931	\$ 74,203	\$ 80,820	\$ 600,657
2010-2011	\$ 92,990	\$ 95,792	\$ 80,901	\$ 41,613	\$ 11,881	\$ 7,886	\$ 1,578	\$ 7,175	\$ 24,747	\$ 39,379	\$ 49,508	\$ 85,857	\$ 539,306
2009-2010	\$ 89,474	\$ 94,864	\$ 72,059	\$ 44,118	\$ 22,491	\$ 1,296	\$ 1,344	\$ 4,902	\$ 28,291	\$ 49,369	\$ 66,275	\$ 80,685	\$ 555,169
2008-2009	\$ 105,852	\$ 92,270	\$ 72,991	\$ 44,269	\$ 22,171	\$ 4,800	\$ 1,580	\$ 7,310	\$ 29,970	\$ 53,145	\$ 71,895	\$ 81,606	\$ 587,858
2007-2008	\$ 110,951	\$ 93,720	\$ 70,602	\$ 54,537	\$ 23,358	\$ 3,189	\$ 4,411	\$ 2,968	\$ 40,975	\$ 62,353	\$ 79,045	\$ 100,462	\$ 646,572
Total	\$ 762,754	\$ 763,494	\$ 613,491	\$ 381,490	\$ 179,790	\$ 60,382	\$ 19,883	\$ 50,776	\$ 240,890	\$ 377,780	\$ 529,045	\$ 663,459	\$ 4,643,233
Avg %	16.43%	16.44%	13.21%	8.22%	3.87%	1.30%	0.43%	1.09%	5.19%	8.14%	11.39%	14.29%	100.00%





CITY OF CEDAR HILLS

TO:	Mayor and City Council
FROM:	David Bunker, City Manager
DATE:	3/17/2015

City Council Agenda Item

SUBJECT:	Review/Action Bid Award for the Harvey Well Rehabilitation Project
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	David Bunker, City Manager
BACKGROUND AND FINDINGS:	
<p>The City has advertised plans and specifications for the Harvey Well Rehabilitation Project. Bids will be received in a public bid opening on Monday March 16, 2015, in anticipation of awarding the project during City Council meeting on Tuesday, March 17, 2015. The scope of the project will include the redevelopment and testing of the Harvey well, including well cleaning, observation, pumping, and possible treatment program. The project shall be awarded to the lowest responsive bidder. Qualifications and requirements of bidders, including bonding, will be reviewed and presented by Bowen & Collins, Associates. This project is time sensitive due to the need to provide consistent, clean drinking water to water customers in the system.</p>	
PREVIOUS LEGISLATIVE ACTION:	
The Harvey well was retrofitted and put into service in approximately September 1999.	
FISCAL IMPACT:	
TBD. Bids will be presented to City Council on March 17, 2015.	
SUPPORTING DOCUMENTS:	
List of assignments with alternate designations.	
RECOMMENDATION:	
Staff recommends the City Council award the Harvey Well rehabilitation project to the lowest responsive bidder.	
MOTION:	
To approve/not approve the award of the Harvey Well Rehabilitation project to _____, in the approximate amount of \$_____, in accordance with the plans and specifications as prepared by Bowen, Collins & Associates.	



CITY OF CEDAR HILLS

TO:	Mayor and City Council
FROM:	David Bunker, City Manager
DATE:	3/17/2015

City Council Agenda Item

SUBJECT:	Discussion/Review of Request For Qualifications for Professional Services
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	David Bunker, City Manager
BACKGROUND AND FINDINGS: As directed by the City Council, staff has prepared, advertised, and received Requests For Qualifications from qualified firms in four areas of professional services. Five firms submitted proposals for building inspection and plan review. Eight firms submitted proposals for general engineering services. Seven firms submitted proposals for financial auditing services. Seven firms submitted proposals for legal services.	
PREVIOUS LEGISLATIVE ACTION: Contracts for various professional services vary in length.	
FISCAL IMPACT: TBD	
SUPPORTING DOCUMENTS: Submittals for all Requests for Qualifications will be provided.	
RECOMMENDATION: Staff recommends the City Council review responses to the Request for Qualifications and provide further direction.	
MOTION: This item is a discussion item only. No motion is necessary.	