



City Hall remains closed during Governor Inslee’s “Safe Start” order, a consequence of the Covid-19 pandemic. The public is invited to attend the meeting telephonically using the call-in instructions below, or join the meeting via the link below:

<https://sumnerwa-gov.zoom.us/j/85724301266>

Or iPhone one-tap :

US: +12532158782,,85724301266# or +13462487799,,85724301266#

Or Telephone:

+1 253 215 8782

Webinar ID: 857 2430 1266

CALL TO ORDER

Pledge of Allegiance

Invocation: Art Sphar

Roll Call: Bitetto, Brown, Hayden, Hochstatter, Neuman and Reed

The following items are distributed to Councilmembers in advance for study and review, and the recommended actions will be accepted in a single motion. Any item may be removed for further discussion if requested by a Councilmember.

CONSENT AGENDA

1. Approval of the minutes from the regular council meeting of December 7, 2020 and December 14, 2020 study session.
2. Biosolids Dewatering – Construction Management Services Contract Amendment.

PUBLIC HEARING

REGULAR BUSINESS

1. **Unfinished Business**
2. **Public Comment (Limit 3 minutes)**
Members of the community who wish to give public comment are strongly encouraged to join the meeting via the ZOOM link or by telephone. If you are unable to join the meeting, please submit your public comment in writing via email to the City Clerk at Michellec@sumnerwa.gov no later than 5:30pm on Monday, January 4th. Any written comments received will be read into the record and provided to the City Council. Please contact the City Clerk at 253-299-5590 with any questions.
3. **New Business**
 - a. Election of Deputy Mayor

- b. Rainier Cable Commission Appointment

4. Reports

- a. Council
- b. City Administrator
- c. Mayor

EXECUTIVE SESSION

ADJOURNMENT

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact the City Clerk at (253) 299-5590, 24 hours in advance.

SUBJECT: Approval of the minutes from the regular council meeting of December 7, 2020 and December 14, 2020 study session.

CATEGORY: Consent

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. 12/14/2020 study session
2. 12/7/2020 regular council meeting

STAFF CONTACT: Michelle Converse, City Clerk

SUMMARY BACKGROUND:

Minutes from the Council meeting of December 7, 2020 and study session of December 14, 2020

COUNCIL COMMITTEE/STUDY SESSION:

PRIOR COUNCIL REVIEW:

MEETING DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Approve the minutes as written.

SUMNER CITY COUNCIL
Minutes – Study Session
December 14, 2020

As a result of the Governor’s “Safe Start” order, the Sumner City Council held its study session virtually via ZOOM meetings with Mayor Bill Pugh presiding.

Mayor Pugh called the meeting to order at 6:00pm.

Roll Call: Bitetto, Brown, Hayden, Hochstatter, Neuman and Reed.

Staff present: City Administrator Jason Wilson, Community Development Director Ryan Windish, City Attorney Andrea Marquez, Administrative Services Director Jeff Steffens, Chief Financial Officer Kassandra Raymond, Public Works Director Mike Dahlem, Development Services Director Doug Beagle, Deputy Chief Jeff Engel

REGULAR BUSINESS

1) Main Street Visioning
2) Housing Affordability Plan and South Sound Housing Affordability Partnership
3) Pandemic Response Expenses
4) Diversity and Equity Update and Discussion

CITY ADMINISTRATOR REPORT

AGENDA SETTING

EXECUTIVE SESSION

ADJOURNMENT

When there was no further business before the Council, the meeting adjourned at 8:00pm.

ATTEST:

City Clerk Michelle Converse, CMC

Mayor William L. Pugh

CITY OF SUMNER
Council Meeting
Minutes – December 7, 2020

CALL TO ORDER

The Sumner City Council met in regular session at 6:01pm. City Hall remains closed during Governor Inslee's "Safe Start" order, a consequence of the Covid-19 pandemic. The Mayor, Council and staff members attended through ZOOM either telephonically or through their computer. The public was allowed to attend via ZOOM, PCTV livestream and by telephone.

Staff present: City Administrator Jason Wilson, Public Works Director Mike Dahlem, Assistant City Attorney Christy Palmer, City Attorney Andrea Marquez, Development Services Director Doug Beagle, Administrative Services Director Jeff Steffens, Chief Financial Officer Kassandra Raymond, Community Services Manager Derek Barry, and City Clerk Michelle Converse.

Councilmembers and Mayor present: Pugh, Bitetto, Brown, Hayden, Hochstatter, Neuman, Pederson and Reed.

PRESENTATION

Mayor Pugh recognized Councilmember Pederson with a plaque thanking her for her work and service to the Council and the City.

CONSENT AGENDA

MOVED BY HAYDEN, SECONDED BY HOCHSTATTER TO APPROVE THE CONSENT AGENDA WHICH CONSISTED OF THE FOLLOWING:

1. 20-165 Approval of the minutes from the rcm of November 16, 2020, November 30, 2020 ss and November 30, 2020 scm
2. 20-166 Rivergrove Pedestrian Bridge – Consultant Services Contract for Design
3. 20-167 Salmon Creek Restoration – Acquisition 2 (Jorgensen)
4. 20-168 Loyalty Park Inclusive Playground Installation Project Acceptance
5. 20-169 Covid-19 Emergency Declaration – Confirmation of Rules and Regulations
6. 20-170 Resolution No. 1571 – Interlocal Agreement Between the Cities of Bonney Lake, Buckley, Orting, Sumner and Puyallup and the towns of Carbonado, South Prairie and Wilkeson

COUNCILMEMBER REED REMOVED ITEM 4.

DEPUTY MAYOR HAYDENT MOVED TO APPROVE THE CONSENT AGENDA ITEMS 1, 2, 3, 5 & 6.

PASSED BY VOICE VOTE.

Community Services Manager Derek Barry spoke to the Council regarding Consent Agenda Item #4, 20-168 Loyalty Park Inclusive Playground Installation Project Acceptance

MOVED BY REED, SECONDED BY HOCHSTATTER TO APPROVE ITEM 4 - LOYALTY PARK INCLUSIVE PLAYGROUND INSTALLATION PROJECT

ACCEPTANCE.

PASSED BY VOICE VOTE.

PUBLIC HEARING

There was none tonight.

UNFINISHED BUSINESS

20-171 Ordinance 2758 - 2021/2022 Biennial Budget

MOVED BY HAYDEN, SECONDED BY REED TO ADOPT ORDINANCE NO. 2758 ADOPTING THE 2021/2022 BIENNIAL BUDGET.

Chief Financial Officer Kassandra Raymond addressed the Council.

The City of Sumner has presented the biennial budget for January 1, 2021 – December 31, 2022, to City Council and the community. This biennial budget balances strategic goals with fiscal responsibility.

The 2021/2022 Biennial Budget has been made available to the Public via the City's official website and the City's Sumner Connects project pages. Due to Covid-19 restrictions, access to City Hall is currently restricted.

The 2021/2022 Biennial Budget has been reviewed in City Council Study Session on July 13, 2020, September 14, 2020, September 28, 2020, October 12, 2020, and October 26, 2020.

Public hearings were held on November 2, 2020 and November 16, 2020. No public testimony was submitted.

The total appropriation for the 2021/2022 Biennial Budget is \$197,678,872 in expenditures and ending fund balance.

Councilmember expressed their thanks to Chief Financial Officer and staff for their efforts in compiling this year's budget.

PASSED BY ROLE CALL VOTE.

PUBLIC COMMENT

The Mayor and Council heard from a number of local businesses regarding difficulties they were having permitting a security system for their locations. Michael Pate from the security system Amarok, addressed the Council explaining the product (a type of alarmed fencing). Representatives from Cummins, Poulsbo RV, SEFNCO and Potelco all testified to the amount of loss their businesses experience due to theft and how they believe this product would curtail those impacts to their bottom lines.

NEW BUSINESS

20-172 2021 Legislative Agenda

MOVED BY HAYDEN, SECONDED BY BITETTO TO APPROVE THE 2021 LEGISLATIVE AGENDA.

Communications Director Carmen Palmer addressed the Council.

Every year, Sumner's Legislative Agenda communicates what Sumner needs or wants from the State legislative session and how such support would impact people in and around our community. It is the main communications tool with State elected officials as well as State agencies, County and Federal officials as well as partners such as other cities and other affected agencies.

The Agenda also communicates to Sumner residents and businesses how issues in Olympia will affect them and how the City is working on its own main needs as well as topics that span across all cities and are being handled by organizations such as the Association of Washington Cities (AWC) and Washington Association of Sheriffs and Police Chiefs (WASPC).

The 2021 Agenda focuses on Sumner's main needs and also speaks to broad, ongoing topics. The completion of the Traffic Avenue interchange and the rapid progress of the White River Restoration highlight how collaboration across agencies and jurisdictions leads to success, especially during a recession.

Council and the Mayor thanked Ms. Palmer for her work on the Agenda.

PASSED BY ROLE CALL VOTE.

20-173 Ordinance No. 2760 – 2019/2020 Final Budget Amendment

MOVED BY REED, SECONDED BY NEUMAN TO ADOPT ORDINANCE NO. 2760 APPROVING THE 2019/2020 FINAL BUDGET AMENDMENT.

Chief Financial Officer Kassandra Raymond addresses the Council.

City Council adopted the 2019/2020 Biennial Budget by Ordinance #2665 on December 3, 2018. As we approach the end of the budgeted biennium, the final budget amendment provides the opportunity for staff to review changes in estimates, capital programs, and operational workplans. After careful review, staff has identified revisions to the 2019/2020 Biennial Budget. These revisions include adjustments to operating and capital expenditures, as well as revenues.

	FBA 12/07/2020	
	<i>Revenues</i>	<i>Expenditures</i>
General Fund	\$ 151,800	316,900
Reserve Funds	-	-
Special Revenue Funds	-	1,280
Debt Service Funds	-	-
Capital Funds	100,000	-
Utility Funds	-	986,051
Other Enterprise Funds	100,000	-
Internal Service Funds	176,400	176,400
Fiduciary Funds	-	-
	\$ 528,200	\$ 1,480,631

Councilmembers thanked Ms. Raymond and staff.

PASSED BY ROLE CALL VOTE.

COUNCIL REPORTS

Councilmember Neuman spoke about a resident, Ms. Spenser, who has been a silver lining during this unprecedented time. Ms. Spenser has reached out the Councilmember on a number of occasions asking what community needs are outstanding whether it be diapers, toys, etc. Ms. Neuman than thanked Councilmember Pederson for her level of awareness of land use and human services and how those all come together to better help a community. Melony is always driven by community interest and she is grateful because that has helped make Ms. Neuman a better person. Ms. Pederson will be missed. Ms. Neuman concluded her remarks by thanking Mayor Pugh for his good relationship with the Pierce County Council and looks forward to his comments at the next County Council meeting. She also addressed a potential upcoming vote to remove the Health Department from the County umbrella and making it a standalone political department which she sees as very problematic.

Councilmember Hochstatter address the comments made during Public Comment. The speakers presented a real problem and she thanked them the way it was presented. She knows staff will be able to assist them with their current situation. She ended her remarks by telling Councilmember Pederson what a delight it has been serving on the council with her and she hopes that the move is as successful as they had hoped for, she'll be missed.

Deputy Mayor Hayden also wished Councilmember Pederson good luck on her new adventure, she'll be missed. Ms. Hayden appreciated Ms. Pederson's ability to bring to light the other side of issues. She ended her comments on thanking staff for another year of great work. COVID has been difficult but staff didn't miss a beat.

Councilmember Brown thanked Councilmember Pederson for everything that she has done, she helped bring about a different prospective.

Councilmember Bitetto also wished Councilmember Pederson well. Ms. Pederson has challenged Council to look at issued in a different light and at times, switched our thinking. She also mentioned the work Sumner Main Street Association has done during this time, she is pleasantly surprised at how crowded the stores have been and thanks the restaurants who have outdoor seating. She ended her comments by hoping businesses will be able to open up with lesser restrictions.

Councilmember Reed wished Councilmember Pederson the best!

Councilmember Pederson thanked everyone for the well wishes, the hardest part of the move was leaving all of you and this community.

CITY ADMINISTRATOR

City Administrator Jason Wilson shared the following:

Upcoming Policy Issues:

- Next Week's Study Session
 - Main Street Vision Update
 - South Sound Housing Affordability Partnership and Sumner Bonney Lake Housing Action Plan Update
 - Pandemic expenditures and CARES Funding update
 - Diversity and Equity Update and Discussion
 - Training videos will be sent out prior to the meeting
- December 21st and 28th meetings are canceled

- Next Regular Council Meeting on January 4th
 - Deputy Mayor Selection
 - RCC Board Appointment

Personnel Issues:

- This Friday will be Wastewater Treatment Superintendent Anthony Vendetti's last day. Anthony is retiring after over 33 years with the City. He will be missed.

Miscellaneous:

- I wanted to take a moment and thank Councilmember Pederson. Me personally, and the senior management team, have appreciated her leadership. Her values and perspectives help make us better at what we do and the residents that we serve. I wish you best of luck in your future personal and professional endeavors.
- To apply for the Council Vacancy, please visit our website. Applications will be accepted December 14-January 12th at 5pm.
- Have a safe and Happy Holiday season.

MAYOR REPORT

Mayor Pugh begin his comments by noting that the Pierce County Council will take action tomorrow, regarding approving and Interlocal Agreement with the City for the Stewart Road Bridge. This has been a 20-year process and he hopes tomorrow will be a successful conclusion. He continued by thanking staff by saying Sumner has the best staff members and he is truly incredibly proud of the fine staff that we have. Mayor Pugh ended his comments by speaking to Councilmember Pederson. He appreciates her bringing up uncomfortable differences; which are good and necessary to have especially if we are going to have good governance. He thanked her and wished her well.

EXECUTIVE SESSION

There was none scheduled.

ADJOURNMENT

With no further business before the Council, the Mayor adjourned the meeting at 7:18pm, Councilmembers concurred.

ATTEST:

William L. Pugh, Mayor

Michelle Converse, CMC City Clerk

SUBJECT: Biosolids Dewatering – Construction Management Services Contract Amendment.

CATEGORY: Consent

BUDGET IMPACT:

Expenditure Required: \$140,744.00

Within Budget Allocation: Yes

ATTACHMENTS:

1. Amendment #1

STAFF CONTACT: Jason Van Gilder, Associate City Engineer, Mike Dahlem, Public Works Director

SUMMARY BACKGROUND:

The City of Sumner's Wastewater Treatment Facility is presently in construction of a second centrifuge to provide needed redundancy and capacity within the biosolids dewatering operation. Construction of this second centrifuge is nearly complete.

The City initially entered into an agreement for construction management services to be provided by the engineering firm Gray and Osborne, Inc. The original agreement envisioned that Gray & Osborne's construction inspector would share inspection duties with City plant operations staff. The pandemic of 2020 concerns limited the plant operations staff's ability to provide the construction at the level envisioned.

Gray and Osborne requested an amendment to their scope of services to provide for the additional construction inspection necessary to suitably oversee construction activities on the project. This amendment, as negotiated with city staff, would increase the agreement's not-to-exceed authorization by \$12,144 to a total value of \$140,744.

COUNCIL COMMITTEE/STUDY SESSION:

PRIOR COUNCIL REVIEW: Public Works Committee

MEETING DATE: 12/1/2020

COMMITTEE RECOMMENDATION: Yes

STAFF RECOMMENDATIONS/MOTION:

A motion authorizing the Mayor to execute an amendment to Gray & Osborne Inc.'s Consultant Services Contract to provide additional construction management services for the Biosolids Dewatering Improvement Project (CIP 17-18), increasing the contract amount by \$12,144 to a total authorized amount not-to-exceed \$140,744, substantially in a form as approved by the City Attorney.



AMENDMENT NO. 1

NAME OF CONSULTANT, CONTRACTOR OR VENDOR: **Gray & Osborne, Inc.**

CONTRACT NAME & PROJECT NUMBER: **Biosolids Dewatering CM (CIP 17-18)**

ORIGINAL AGREEMENT DATE: **September 19, 2019**

This Amendment is made between the City and the above-referenced Consultant, Contractor or Vendor and amends the original Contract/Agreement and all prior Amendments. All other provisions of the original Contract/Agreement or prior Amendments not inconsistent with this Amendment shall remain in full force and effect. For valuable consideration and by mutual consent of the parties, Consultant, Contractor or Vendor's work is modified as follows:

1. Section I of the Agreement, entitled "Description of Work," is hereby modified to add additional work or revise existing work as follows:

In addition to work required under the original Agreement and any prior Amendments, the Consultant, Contractor or Vendor shall:

See Attached Exhibit A & B

2. The contract amount and time for performance provisions of Section II "Time of Completion," and Section III, "Compensation," are modified as follows:

Original Contract Sum, <i>including applicable WSST</i>	\$128,600.00
Net Change by Previous Amendments <i>including applicable WSST</i>	\$N/A
Current Contract Amount <i>including all previous amendments</i>	\$128,600.00

Current Amendment Sum	\$12,144.00
Applicable WSST Tax on this Amendment	\$N/A
Revised Contract Sum	\$140,744.00

Original Time for Completion (insert date)	December 31, 2020
Revised Time for Completion under prior Amendments (insert date)	N / A
Add'l Days Required (±) for this Amendment	365 calendar days
Revised Time for Completion (insert date)	December 31, 2021

In accordance with Section XIII E of the Contract/Agreement, the Contractor, Consultant or Vendor accepts all requirements of this Amendment by signing below, by its signature waives any protest or claim it may have regarding this Amendment, and acknowledges and accepts that this Amendment constitutes full payment and final settlement of all claims of any kind or nature arising from or connected with any work either covered or affected by this Amendment, including, without limitation, claims related to contract time, contract acceleration, onsite or home office overhead, or lost profits. This Amendment, unless otherwise provided, does not relieve the Contractor, Consultant or Vendor from strict compliance with the guarantee and warranty provisions of the original Agreement.

All acts consistent with the authority of the Agreement, previous Amendments (if any), and this Amendment, prior to the effective date of this Amendment, are hereby ratified and affirmed, and the terms of the Agreement, previous Amendments (if any), and this Amendment shall be deemed to have applied.

The parties whose names appear below swear under penalty of perjury that they are authorized to enter into this Amendment, which is binding on the parties of this contract.

IN WITNESS, the parties below have executed this Amendment, which will become effective on the last date written below.

CONSULTANT, CONTRACTOR OR VENDOR: By: _____ (signature) Print Name: _____ Its _____ (Title) DATE: _____	CITY OF SUMNER: By: _____ (signature) Print Name: _____ Its _____ (Title) DATE: _____
CITY OF SUMNER: By: _____ (signature) Print Name: _____ Its _____ (Title) DATE: _____	APPROVED AS TO FORM: _____ Sumner City Attorney

EXHIBIT A
SCOPE OF WORK
CITY OF SUMNER
WASTEWATER TREATMENT PLANT
BIOSOLIDS DEWATERING IMPROVEMENTS PROJECT
ADDITIONAL CONSTRUCTION ADMINISTRATION SERVICES
OCTOBER 2020

Gray & Osborne is currently under contract with the City of Sumner to provide construction administration services for the Biosolids Dewatering Improvements Project at the City of Sumner Wastewater Treatment Plant. This scope of work is to amend the current construction administration services contract for the Biosolids Dewatering Improvements project to include additional on-call field inspection services.

The scope of construction administration services originally included 80 hours of limited on-call field inspection services to support in-house City staff. As a result of the COVID-19 pandemic the duration of the contractor's on-site work extended longer than originally anticipated, requiring additional inspection services. In addition, the City's COVID-19 policy also sought to maintain increased separation between the Contractor's personnel and City staff decreasing the availability of City staff to provide on-site inspection. The combination of these two factors required 92 additional hours of on-site inspection services beyond the 80 hours that were originally included in the scope of work.

ADDITIONAL ON-SITE CONSTRUCTION ADMINISTRATION BUDGET

Based on the Scope of Work described above, the fee for additional on-site construction administration services is \$12,144, as shown in Exhibit B.

EXHIBIT "B"

SCOPE AND ESTIMATED COST

City of Sumner - Biosolids Dewatering Improvements Project
Additional Construction Administration Services

Tasks	Field Inspector Hours
1. Construction Support Services	92
Hour Estimate:	92
Fully Burdened Billing Rate Range:*	\$81 to \$145
Estimated Fully Burdened Billing Rate:*	\$132
Fully Burdened Labor Cost:	\$12,144

Subtotal Labor Cost: \$ 12,144

TOTAL ESTIMATED COST: \$ 12,144

* total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

SUBJECT: Election of Deputy Mayor

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Per the Council Rules Section 19 (listed below) council must elect a Deputy Mayor at the first Regular Council meeting in January of each year. For this action, the Mayor will accept nominations from the Council and those nominations will be voted upon.

Section 19. Deputy Mayor Selection Process and Duties

19.1 The Deputy Mayor shall be elected to a one (1) year term at the first Regular Council meeting in January of each year. The Mayor shall conduct the election for the Deputy Mayor.

19.2 The Mayor shall preside at all meetings of the Council, and in the absence of the Mayor, the Deputy Mayor will act in that capacity, following established procedures and directives provided in Section 10 of the Council Rules for the Mayor. If both the Mayor and Deputy Mayor are absent, the Councilmembers present shall elect one of its members to serve as Presiding Officer until the return of the Mayor or Deputy Mayor.

COUNCIL COMMITTEE/STUDY SESSION:
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PRIOR COUNCIL REVIEW:

MEETING DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Conduct nominations and elect a Deputy Mayor.

SUBJECT: Rainier Cable Commission Appointment

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Functions of the Rainier Communications Commission

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Due to the resignation of Councilmember Pederson in December, the City has a vacancy on the Rainier Communications Commission. This appointment will be for one year, the remainder of her term.

Per the Council Rules Section 21 – Appointments to Regional Organizations (below), Council can appointment representatives to regional organizations.

21.1(d) When the Council has the authority to make direct appointment to a regional committee, discussion shall take place with the full Council to determine interest. The Mayor or Councilmember receiving a majority vote will represent the City on that regional body.

21.1(e) Changes in representation to regional committees where the Council has the authority to make a direct appointment shall also be determined through full Council discussion and majority vote of the Council.

Meetings are held at 8:00am on the third Wednesday, bi-monthly - January, March, May, July, September and November. The term of office shall be for two years and representatives may be reappointed or changed at the discretion of the City. The RCC also recommends appointing an alternate who would attend meetings on behalf of the City in the absence of the appointed representative.

COUNCIL COMMITTEE/STUDY SESSION:

PRIOR COUNCIL REVIEW:

MEETING DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Appoint a representative to the Rainier Communications Commission to represent the City of Sumner.

Functions of the Rainier Communications Commission

The functions of the Rainier Communications Commission shall be as follows:

- 1) Endeavor through research and cooperation with a wide spectrum of public and private entities to develop expertise in the cable television and telecommunications fields and share this expertise and information with its members. This endeavor shall include, but is not limited to, research on the magnitude of non-competitive cable service being provided, any failure of television cable companies to comply with the terms of their franchise agreement, the effects thereof, and the development of recommended strategies that will foster the providing of state-of-the-art cable and telecommunication services at the lowest price to users, which strategies may include municipal ownership and operations.
- 2) Develop and maintain a central data bank and make available expert advice to each member on cable television matters.
- 3) Study and advise each member regarding an exercise of that jurisdiction's cable television and telecommunications related franchise powers and advise and assist in the preparation and enforcement of franchises and related agreements or ordinances upon request.
- 4) Take specific action on behalf of individual members as authorized or to recommend specific actions for individual members to take in regard to the provision of cable television and telecommunication services and to the regulation and oversight of telecommunications activities and operators.
- 5) Provide a forum for intercommunication and consultation among members and to provide an opportunity for joint sharing of the expense, data expertise, experiences and plans of each of the members on cable television matters.
- 6) If requested by a member, provide through staff or consultants to be made available under this Agreement, for the soliciting, reviewing and analyzing of cable television and telecommunication proposals, modifications, transfers and renewals and for negotiating the proposed franchise terms with applicants, and for other actions relating to monitoring and enforcing cable operator compliance with cable franchisees and related agreements.
- 7) Provide advice and recommendation as to agreements between members for the production of programming for public and municipal purposes,
- 8) Provide information and advice to members in regard to the obligation of cable operators and telecommunication providers under federal, state and local laws.
- 9) Prepare a model telecommunications ordinance and cable franchise agreements for consideration by each of the local jurisdictions to act jointly on cable television and telecommunications matters.

10) Recommend to the respective members the manner in which supporting staff for Commission should be provided and make recommendations from time to time as to the employment of outside consultants in the providing of expert and technical services to members.

11) Perform such other duties and functions as prescribed by this Agreement.