

City of Airway Heights

Agenda for the City Council Meeting

Council Chambers, 13120 W. 13th Avenue
Airway Heights, WA



Tuesday, February 21, 2017

Legislative Session: 5:30 PM

1. **Pledge of Allegiance: was led by Mayor Richey**
2. **Call to Order by Mayor Richey at 5:31PM**
3. **Roll Call:**

Mayor Kevin Richey	P
Steve Lawrence	A
Aspen Monteleone	P
Deputy Mayor Dashiell	P
Larry Bowman	P
Doyle Inman	P
Dave Malet	P

Staff Present: City Manager Albert Tripp, City Attorney Stanley Schwartz, Public Works Director Kevin Anderson, Clerk Treasurer Amy Gravelle, Development Services Director Derrick Braaten, Accounting/Records Clerk Addam Janke

Motion made by Deputy Mayor Dashiell to approve the absence of Councilmember Lawrence, seconded by Councilmember Monteleone. Motion passed unanimously, 6-0.

4. **Agenda Approval:**
Motion made by Deputy Mayor Dashiell to approve the agenda, seconded by Councilmember Bowman. Motion passed unanimously, 6-0.
5. **Announcements/Presentations: None**
6. **Public Hearings: None**

Those requiring special accommodation please contact the Chair for assistance.

7. **Consent Agenda:**

ITEM A: Approval of Minutes

Requesting the approval of City Council Minutes for February 5, 2016.

ITEM B: Approval of Minutes

Requesting the approval of City Council Study Session Minutes for February 13, 2016

ITEM C: Purchase Approval Register

Requesting approval of the Purchase Approval Register in the amount of \$11,075.84 to Century West Engineering, \$0.00 to Witherspoon Kelley for legal services, and \$80,475.74 to Shamrock Paving for a total of \$91,551.58.

ITEM D: Investment Report for November 2016

Investment Report for the month of November 2016 in accordance with Airway Heights Municipal Code section §3.74.040, Committee – Monthly Report.

Ending investment balances at November 2016 are:

LGIP #20	\$9,778,326.11
LGIP #23	141,411.48
Certificate of Deposit – INB 478	108,236.71
Certificate of Deposit – INB 571	53,293.79
Certificate of Deposit – WA Trust Bank	230,312.68
FNMA-US Bank Safekeeping	497,350.00
FFLB-US Bank Safekeeping	497,097.00
FFCB-US Bank Safekeeping	497,414.50
FFCB-US Bank Safekeeping	499,300.00
FHLB-US Bank Safekeeping	1,001,167.00
FFCB-US Bank Safekeeping	<u>500,582.50</u>
Total	\$13,804,491.77

ITEM E: Warrant Register for December 2016

The Warrant Register for December 2016 consists of Claims vouchers 40696 through 41212 totaling \$953,572.44, Payroll vouchers 24310 through 24340 and Electronic Payroll Transfer notices E910612 through E910751 totaling \$462,458.71 for a total of \$1,416,031.15.

ITEM F: Warrant Register for January 2017

The Warrant Register for December 2017 consists of Claims vouchers 40925 through 40979 totaling \$8,979.19, Payroll vouchers 24335 through

24352 and Electronic Payroll Transfer notices E910753 through E910866 totaling \$430,619.50 for a total of \$439,598.69.

ITEM G: Summary Report Treasurer's Report and Bank Reconciliation

Acknowledge receipt of the Summary Report of City of Airway Heights Treasurer's Report and Bank Reconciliation for November 2016.

Bank account Cash and Investments and Fund Balance total are:

November 2016 \$17,376,750.59

Motion made by Deputy Mayor Dashiell to approve the Consent Agenda, seconded by Councilmember Bowman. Motion passed unanimously, 6-0.

8. Action Items:

ITEM H: Quarterly Financial Report for the period January 1, 2016 through December 31, 2016

Receive the Quarterly Financial Report for the period January 1, 2016 through December 31, 2016

Motion by Councilmember Bowman to approve the Quarterly Financial Report for the period January 1, 2016 through December 31, 2016, seconded by Deputy Mayor Dashiell. Motion passed unanimously, 6-0.

9. Ordinances: None

10. Resolutions:

ITEM I: Resolution 2017-002, Administrative Fee Resolution Update

An amendment to the Administrative Fee Resolution, setting the administrative fees for a variety of departments and city actions.

Motion by Deputy Mayor Dashiell to approve Resolution 2017-002, Administrative Fee Resolution Update, seconded by Councilmember Bowman. Motion passed unanimously, 6-0.

ITEM J: Resolution No. 2017-005 Waiving Residency Requirement for City Manager and Amending Employment Agreement

This resolution provides a waiver of residence pursuant to RCW 35A.13.050 for the City Manager and amends the employment agreement to reflect the same.

Motion by Deputy Mayor Dashiell to approve Resolution No. 2017-005 Waiving Residency Requirement for City Manager and Amending Employment Agreement, seconded by Councilmember Monteleone. Motion passed unanimously, 6-0.

ITEM K: Resolution 2017-006, A Resolution Adopting Cross Connection Control Policy

Request approval of a resolution adopting the City's existing Cross Connection Control Policy.

Motion by Councilmember Monteleone to approve Resolution 2017-006, A Resolution Adopting Cross Connection Control Policy, seconded by Councilmember Bowman. Motion passed unanimously, 6-0.

11. **Workshop: None**
12. **Executive Session: None**
13. **Adjournment: at 5:49PM**

APPROVED:



Kevin Richey, Mayor

ATTEST:



Amy Gravelle, Clerk-Treasurer

Notice: Individuals planning to attend the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the Clerk-Treasurer at (509) 244-5578 as soon as possible so that arrangements may be made.

Non-Discrimination Statement

This institution is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send form or letter to USDA Director, Office of Adjudication, 1400 Independence Avenue S.W. Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov

14. RULES OF ORDER

CITIZENS COMMENTS

1. All comments by proponents, opponents or other members of the public shall be made from the podium; any individuals making comments shall first give their name and address.
2. No comments shall be made from any other location. Anyone making "out of order" comments shall be subject to removal from the meeting. If a person is physically challenged and requires accommodation, the Chair shall be advised.
3. There shall be no demonstrations (i.e. applause) during or at the conclusion of anyone's presentation.
4. These rules are intended to promote an orderly system of holding a public hearing, giving every person an opportunity to be heard ensuring that no individual is annoyed or embarrassed by exercising his/her right of speech.

Those requiring special accommodation please contact the Chair for assistance.

