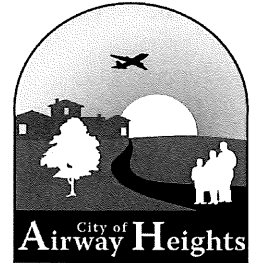


# City of Airway Heights

## Agenda for the City Council Meeting

Council Chambers, 13120 W. 13<sup>th</sup> Avenue  
Airway Heights, WA



*Monday, November 6, 2017*

Legislative Session: 5:30 PM

1. **Pledge of Allegiance: was led by Mayor Richey**
2. **Call to Order: at 5:30PM**
3. **Roll Call:**

Mayor Kevin Richey	P
Steve Lawrence	P
Aspen Monteleone	P
Veronica Messing	P
Larry Bowman	P
Deputy Mayor Doyle Inman	P
Dave Malet	P

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

4. **Agenda Approval: Request made by Albert Tripp to add “Attorney-Client Fee Contract with Baron & Budd, P.C.” as Item R and move the remaining item down. Motion made by Councilmember Monteleone to approve with agenda with the proposed changes, seconded by Councilmember Lawrence. Motion passed unanimously, 7-0.**
5. **Announcements/Presentations:**

**Presentation of the 3rd Annual Business of the Year Award**

Recognition of Grocery Outlet as the Business of the Year

**Those requiring special accommodation please contact the Chair for assistance.**

**6. Public Hearings:**

**Public Hearing on the 2018 Budget**

Public Hearing on the 2018 Budget

**Public Hearing Opened at 5:37PM. There were no comments. Public Hearing Closed at 5:41PM.**

**7. Consent Agenda:**

**ITEM A: Approval of Minutes**

Requesting the approval of City Council Minutes for October 2, 2017.

**ITEM B: Approval of Minutes**

Requesting the approval of City Council Study Session Minutes for October 9, 2017

**ITEM C: Approval of Minutes**

Requesting the approval of City Council Minutes for October 16, 2017.

**ITEM D: Approval of Minutes**

Requesting the approval of City Council Study Session Minutes for October 23, 2017

**ITEM E: Purchase Approval Register**

Requesting approval of the Purchase Approval Register in the amount of \$76,444.04 to Century West Engineering for engineering services, \$15,540.76 to Witherspoon Kelley for legal services, \$790,137.91 to DW Excavating for Garfield, Russell, and Sprague Phase 1, and \$13,975.23 to Blue Star Enterprises for the retainage for Recovery Well #2 for a total of \$896,097.94.

**ITEM F: Investment Report for January 2017**

Investment Report for the month of January 2017 in accordance with Airway Heights Municipal Code section §3.74.040, Committee – Monthly Report.

Ending investment balances at January 2017 are:

LGIP #20	\$22,797,798.50
LGIP #23	141,548.16
Certificate of Deposit – INB 478	108,268.27

**Those requiring special accommodation please contact the Chair for assistance.**

Certificate of Deposit – INB 571	53,293.79
Certificate of Deposit – WA Trust Bank	231,006.56
FNMA-US Bank Safekeeping	497,350.00
FHLB-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	500,582.50
US Bank Safekeeping 3133EFC54	<u>990,600.00</u>
<b>Total</b>	<b>\$27,815,426.28</b>

**ITEM G: Investment Report for February 2017**

Investment Report for the month of February 2017 in accordance with Airway Heights Municipal Code section §3.74.040, Committee – Monthly Report.

Ending investment balances at February 2017 are:

LGIP #20	\$22,808,822.52
LGIP #23	141,616.61
Certificate of Deposit – INB 478	108,268.27
Certificate of Deposit – INB 571	53,392.22
Certificate of Deposit – WA Trust Bank	231,006.56
FNMA-US Bank Safekeeping	497,350.00
FHLB-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	500,582.50
US Bank Safekeeping 3133EFC54	<u>990,600.00</u>
<b>Total</b>	<b>\$27,826,617.18</b>

**ITEM H: Investment Report for March 2017**

Investment Report for the month of March 2017 in accordance with Airway Heights Municipal Code section §3.74.040, Committee – Monthly Report.

Ending investment balances at March 2017 are:

LGIP #20	\$22,822,396.65
LGIP #23	141,700.89
Certificate of Deposit – INB 478	108,468.42
Certificate of Deposit – INB 571	53,429.52
Certificate of Deposit – WA Trust Bank	231,006.56
FNMA-US Bank Safekeeping	497,350.00
FHLB-US Bank Safekeeping	497,097.00
FFCB-US Bank Safekeeping	497,414.50
FFCB-US Bank Safekeeping	499,300.00

**Those requiring special accommodation please contact the Chair for assistance.**

FHLB-US Bank Safekeeping	1,001,167.00
FFCB-US Bank Safekeeping	500,582.50
US Bank Safekeeping 3133EFC54	<u>990,600.00</u>
<b>Total</b>	<b>\$27,840,513.04</b>

**ITEM I: Warrant Register for September 2017**

The Warrant Register for September 2017 consists of Claims vouchers 40890 through 42388 totaling \$291,930.54, Payroll vouchers 24370 through 24528 and Electronic Payroll Transfer notices E911710 through E911852 totaling \$606,880.87 for a total of \$898,811.41.

**ITEM J: Warrant Register for October 2017**

The Warrant Register for October 2017 consists of Claims vouchers 42389 through 42623 totaling \$1,812,419.13, Payroll vouchers 24529 through 24545 and Electronic Payroll Transfer notices E911851 through E911959 totaling \$461,710.24 for a total of \$2,274,129.37.

**ITEM K: 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 January 2017.

Bank account Cash and Investments and Fund Balance total are:

January 2017	\$29,312,701.54
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**ITEM L: 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 February 2017.

Bank account Cash and Investments and Fund Balance total are:

February 2017	\$29,339,172.88
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**ITEM M: 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 March 2017.

Bank account Cash and Investments and Fund Balance total are:

March 2017	\$29,227,936.65
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**Those requiring special accommodation please contact the Chair for assistance.**

**Motion by Councilmember Monteleone to approve the Consent Agenda, seconded by Councilmember Bowman. Motion passed unanimously, 7-0.**

**8. Action Items:**

**ITEM N: A Consideration of Applications Submitted for Appointment to Council Position #3**

The City Council will consider applications submitted to fill vacant Council position number 3

**The City received applications from Arthur Bubb and Veronica Messing. Arthur Bubb was interviewed and then Veronica Messing spoke briefly about the position. Mayor Richey requested to go into Executive Session at 5:58PM to discuss the applicants for 10 minutes. Executive Session ended at 6:06PM.**

**Councilmember Monteleone nominated Veronica Messing, seconded by Councilmember Bowman. Due to the fact there were no other nominations, Mrs. Messing was appointed to Council Position 3.**

**ITEM O: Administrative Budget Changes – “BT 2017-003”**

Administrative Budget Changes – “BT 2017-003”

**Motion by Councilmember Monteleone to approve Administrative Budget Changes – “BT 2017-003”, seconded by Councilmember Bowman. Motion passed unanimously, 7-0.**

**ITEM P: Request by Spokane County to Sign Letter of Intent**

Request for the City to submit a letter of intent to become a planning partner in the development of an updated Spokane County Multi-Jurisdictional Mitigation Plan Update Grant Application.

**Motion by Councilmember Monteleone that the Request by Spokane County to Sign Letter of Intent be delegated to City Manager, Albert**

**Tripp, pending approval, seconded by Councilmember Malet. Motion passed unanimously, 7-0.**

**ITEM R: Attorney-Client Fee Contract with Baron & Budd, P.C.**  
Attorney-Client Fee Contract with Baron & Budd, P.C.  
**Motion by Councilmember Monteleone to approve the Attorney-Client Fee Contract with Baron & Budd, P.C., seconded by Councilmember Bowman. Motion passed unanimously, 7-0.**

**9. Ordinances:**

**ITEM Q: First Reading of Ordinance C-896 Setting the Regular Property Tax Levy, Bond Levy for 2018, and EMS Levy for 2018**  
**Council Sponsor: Councilmember Montelone**  
First reading of Ordinance C-896 establishing the regular property tax levy, bond levy, and EMS levy  
**Item moved to the November 20, 2017 Study Session.**

**10. Resolutions:**

**ITEM S: Finalization of Traditions 3rd Addition, Phase 2, CC Resolution 2017-017**  
Finalization of Traditions 3rd Addition, Phase 2, a single-family subdivision.  
**Motion by Councilmember Monteleone to approve the Finalization of Traditions 3rd Addition, Phase 2, CC Resolution 2017-017, seconded by Councilmember Bowman. Motion passed unanimously, 7-0.**

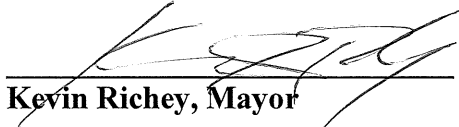
**11. Workshop: None**

**12. Executive Session: None**

**13. Adjournment: at 6:49PM.**

**Those requiring special accommodation please contact the Chair for assistance.**

**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](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](mailto: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.**

