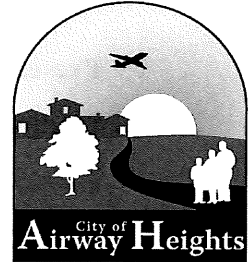


City of Airway Heights

Agenda for the City Council Meeting

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



Monday, March 19, 2018

Legislative Session: 5:30 PM

1. **Pledge of Allegiance: was led by Mayor Richey**
2. **Call to Order: at 5:37PM**
3. **Roll Call:**

Mayor Kevin Richey	P
Steve Lawrence	P
Veronica Messing	P
Sonny Weathers	P
Larry Bowman	A
Deputy Mayor Doyle Inman	P
Dave Malet	A

Staff Present: City Manager Albert Tripp, City Attorney Mike Kapaun, Police Chief Lee Bennett, Public Works Director Kevin Anderson, Clerk Treasurer Amy Gravelle, Development Services Director Derrick Braaten, Accounting/Records Clerk Addam Janke

Motion by Councilmember Lawrence to approve the absence of Councilmembers Bowman and Malet, seconded by Councilmember Messing. Motion passed unanimously, 5-0.

4. **Agenda Approval: Request by JC Kennedy to remove the presentation. Motion by Councilmember Lawrence to approve the agenda with the proposed changes, seconded by Councilmember Weathers. Motion passed unanimously, 5-0.**
5. **Announcements/Presentations:**

Those requiring special accommodation please contact the Chair for assistance.

**Presentations for the City's Tree City USA Award and recognizing the Sunset
Elementary Arbor Day Poster Winner
Item Removed from Agenda.**

- 6. **Public Hearings: None**
- 7. **Consent Agenda:**

ITEM A: Approval of Minutes
Requesting the approval of City Council Minutes for March 5, 2018.

ITEM B: Approval of Minutes
Requesting the approval of City Council Study Session Minutes for March 12, 2018.

ITEM C: Purchase Approval Register
Requesting approval of the Purchase Approval Register in the amount of \$49,369.07 to Century West Engineering for engineering services and \$8,339.00 to Witherspoon Kelley for legal services for a total of \$57,708.07.

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

Ending investment balances at December 2017 are:

LGIP #20	\$23,005,829.46
LGIP #23	142,839.79
Certificate of Deposit – INB 478	109,071.30
Certificate of Deposit – INB 571	53,723.45
Certificate of Deposit – WA Trust Bank	231,700.61
US Bank Safekeeping 313XXXTM5	497,350.00
US Bank Safekeeping 313XXX4S7	497,097.00
US Bank Safekeeping 761XXXAD9	998,403.45
US Bank Safekeeping 313XXXA87	499,300.00
US Bank Safekeeping 313XXXQD8	1,001,167.00
US Bank Safekeeping 313XXXC29	500,582.50
US Bank Safekeeping 313XXXC54	<u>990,600.00</u>
Total	\$28,527,664.56

Those requiring special accommodation please contact the Chair for assistance.

ITEM E: 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 December 2017.

Bank account Cash and Investments and Fund Balance total are:

December 2017 \$34,185,573.80

ITEM F: Quarterly Financial Report for the period January 1, 2017 through December 31, 2017

Receive the Quarterly Financial Report for the period January 1, 2017 through December 31, 2017.

Motion by Councilmember Lawrence to approve the Consent Agenda, seconded by Deputy Mayor Inman. Motion passed unanimously, 5-0.

8. Action Items:

ITEM G: Amendment to Agreement for Professional Services with Westby & Associates Inc

Council Sponsor: Councilmember Lawrence

City Council consideration to enter into an amendment to our agreement with Westby & Associates for Fundraising Consulting Services associated with the Recreation Center

Motion by Councilmember Lawrence to approve the Amendment to Agreement for Professional Services with Westby & Associates Inc, seconded by Deputy Mayor Inman. Motion passed unanimously, 5-0.

ITEM H: Approval of contract with SPVV Landscape Architects for Rec Complex Phase 2 Grant Applications to the Recreation Conservation Office

Council Sponsor: Councilmember Bowman

Staff is requesting City Council approval to enter into a contract with SPVV Landscape Architects for professional services associated with phase 2 development applications to the Recreation Conservation Office (RCO) through the WWRP Local Parks Program and the Youth Athletic Facilities Program

Motion by Councilmember Lawrence to approve the Approval of contract with SPVV Landscape Architects for Rec Complex Phase 2 Grant Applications to the Recreation Conservation Office, seconded by Councilmember Weathers. Motion passed unanimously, 5-0.

ITEM I: Discussion Regarding Community Engagement & Enforcement Officer

Council Sponsor: Councilmember Lawrence

A discussion of the proposed concept, duties, and pay for a new FTE position, the Community Engagement & Enforcement Officer, as provided in the draft job description

Motion by Councilmember Lawrence to approve the Discussion Regarding Community Engagement & Enforcement Officer, seconded by Deputy Mayor Inman. Motion passed unanimously, 5-0.

ITEM J: Replacement of Duty Weapons (Sidearms)

Council Sponsor: Councilmember Lawrence

The Police Department is requesting Council approval to replace our current duty sidearms

Motion by Councilmember Lawrence to approve the Replacement of Duty Weapons (Sidearms), seconded by Deputy Mayor Inman.

Motion passed unanimously, 5-0.

ITEM K: The Purchase of Two (2) Patrol Equipped Vehicles

Council Sponsor: Councilmember Bowman

The Police Department is requesting council approval to excess the following vehicles – 2006 Chevrolet Silverado VIN# 1GTHK23236F108334, 2008 Acura TL VIN# 19UUA76598A020751, and a 2008 GMC Acadia VIN#1GKEV33738J193255

Motion by Councilmember Lawrence to approve the Purchase of Two (2) Patrol Equipped Vehicles, seconded by Councilmember Weathers.

Motion passed unanimously, 5-0.

ITEM L: MCIMetro Franchise Agreement

Approval of a franchise agreement with MCIMetro Access Transmission Services Corp.

Motion by Councilmember Lawrence to approve the MCIMetro Franchise Agreement, seconded by Deputy Mayor Inman. Motion passed unanimously, 5-0.

ITEM M: Asset Management System Purchase

Council Sponsor: Councilmember Bowman

Authorize purchase of Asset Management System for Public Works

Motion by Councilmember Lawrence to approve the Asset Management System Purchase, seconded by Councilmember Weathers. Motion passed unanimously, 5-0.

9. Ordinances:

10. Resolutions:

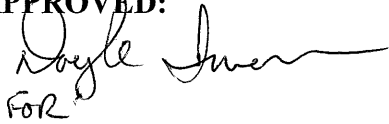
ITEM N: Approval of Resolution 2018-002 Arbor Day Recognition

Approval of Resolution 2018-02, a Resolution of the City Council proclaiming Friday April 27, 2018 as Arbor Day for the City of Airway Heights and Providing for other matters properly relating thereto.

**Motion by Councilmember Messing to approve the Approval of
Resolution 2018-002 Arbor Day Recognition, seconded by
Councilmember Weathers. Motion passed unanimously, 5-0.**

- 11. **Citizen Comments: None**
- 12. **Workshop: None**
- 13. **Executive Session: None**
- 14. **Adjournment: 6:05PM**

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

15. 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.

Those requiring special accommodation please contact the Chair for assistance.

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.

