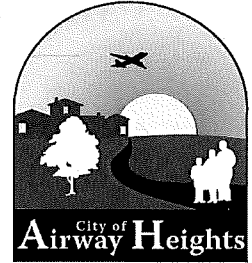


City of Airway Heights

Agenda for the City Council Meeting

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



Tuesday, September 4, 2018

Legislative Session: 5:30 PM

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

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

City Attorney Stanley Schwartz, Parks, Recreation, and Community Services Director JC Kennedy, Clerk Treasurer Amy Gravelle, Accounting/Records Clerk Addam Janke, City Manager Albert Tripp – Arrived at 5:41PM

4. **Agenda Approval:**
Motion by Councilmember Lawrence to approve the agenda, seconded by Deputy Mayor Inman. Motion passed unanimously, 7-0.
5. **Announcements/Presentations:** None
6. **Public Hearings:** None
7. **Consent Agenda:**

Those requiring special accommodation please contact the Chair for assistance.

ITEM A: Approval of Minutes

Requesting the approval of City Council Minutes for August 20, 2018.

ITEM B: Approval of Minutes

Requesting the approval of City Council Study Session Minutes for August 27, 2018.

ITEM C: Purchase Approval Register

Requesting approval of the Purchase Approval Register in the amount of \$4,667.50 to Witherspoon Kelley for legal services and \$56,959.07 to Century West Engineering for engineering services for a total of \$61,626.57.

ITEM D: Investment Report for June 2018

Investment Report for the month of June 2018 in accordance with Airway Heights Municipal Code section §3.74.040, Committee – Monthly Report. Ending investment balances at June 2018 are:

LGIP #20	\$23,693,696.06
LGIP #23	144,010.26
Certificate of Deposit – INB 649	109,199.35
Certificate of Deposit – INB 661	53,870.54
Certificate of Deposit – WA Trust Bank	231,700.61
US Bank Safekeeping 313XXX4S7	497,097.00
US Bank Safekeeping 761XXXAD9	998,403.45
US Bank Safekeeping 761XXXAG2	499,457.68
US Bank Safekeeping 313XXXQD8	1,001,167.00
US Bank Safekeeping 313XXXC29	500,582.50
US Bank Safekeeping 313XXXC54	990,600.00
US Bank Safekeeping 313XXX5U2	<u>993,979.00</u>
Total	\$28,713,763.45

Those requiring special accommodation please contact the Chair for assistance.

ITEM E: Warrant Register for July 2018

The Warrant Register for July 2018 consists of Claims vouchers 44046 through 44261 totaling \$3,671,924.53, Payroll vouchers 24733 through 24790 and Electronic Payroll Transfer notices E912964 through E9913006 totaling \$617,666.47 for a total of \$4,289,591.00

ITEM F: 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 June 2018.

Bank account Cash and Investments and Fund Balance total are:

June 2018 \$29,734,166.24

Motion by Councilmember Lawrence to approve the agenda, seconded by Deputy Mayor Inman. Motion passed unanimously, 7-0.

8. Action Items:

ITEM G: Leasing new vehicles for the City of Airway Heights

Council Sponsor: Mayor Richey

Leasing new vehicles for the City of Airway Heights for City Business.

Motion by Councilmember Lawrence to approve the Leasing New Vehicles for the City of Airway Heights, seconded by Deputy Mayor Inman. Motion passed unanimously, 7-0.

ITEM H: Park Advisory Board Appointment

Council Sponsor: Mayor Richey

City Council consideration to appoint Mr. Steven Titus to position #5 on the Airway Heights Park Advisory Board.

Motion by Councilmember Lawrence to approve the Park Advisory Board Appointment, seconded by Councilmember Bowman. Motion passed unanimously, 7-0.

ITEM I: Approval of New Job Descriptions for the Parks & Recreation Department

Council Sponsor: Mayor Richey

Requesting City Council consideration to approve new job descriptions for the Airway Heights Parks & Recreation Department associated with the new positions created for the opening of the Airway Heights Recreation Complex.

Parks & Recreation Deputy Director, Recreation Programs Supervisor, Parks & Facilities Maintenance Supervisor, Guest Services & Operations Supervisor, Aquatics Supervisor, Fitness Supervisor

Motion by Councilmember Lawrence to approve the New Job Descriptions for the Parks & Recreation Department, seconded by Councilmember Bowman. Motion passed unanimously, 7-0.

9. Ordinances:

ITEM J: Second Reading of Ordinance C-912 Setting the Positions, Salaries, and Compensation for Employees of the Recreation Center for 2018, also adding one new position of Court Clerk, one new position of Water-Sewer Treatment Specialist OIT, Uniform allowance for the Community Engagement Officer and an increase in the PW Director position

Council Sponsor: Councilmember Bowman

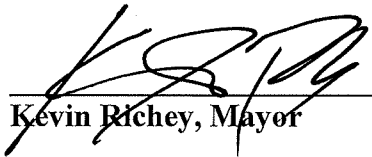
Second Reading of Ordinance C-912 Setting the Positions, Salaries, and Compensation for Employees of the Recreation Center for 2018, also adding one new position of Court Clerk, one new position of Water-Sewer Treatment Specialist OIT, Uniform allowance for the Community Engagement Officer and an increase in the PW Director position

Motion by Councilmember Lawrence to approve the Second Reading of Ordinance C-912 Setting the Positions, Salaries, and Compensation


for Employees of the Recreation Center for 2018, also adding one new position of Court Clerk, one new position of Water-Sewer Treatment Specialist OIT, Uniform allowance for the Community Engagement Officer and an increase in the PW Director position, seconded by Deputy Mayor Inman. Motion passed unanimously, 7-0.

10. Resolutions: None
11. Citizen Comments: None
12. Workshop: None
13. Executive Session: None
14. Adjournment: at 6:10PM

APPROVED:


Kevin Richey, Mayor

ATTEST:


Amy Gravelle, Clerk-Treasurer (Asst)
Brenda Gladden

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.

Those requiring special accommodation please contact the Chair for assistance.

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.