

**City of Airway Heights  
CITY COUNCIL  
MEETING MINUTES**

13120 W. 13<sup>th</sup> Ave. Airway Heights, Washington

Monday, June 16, 2008

Agenda Workshop: 5:30 PM

1. **Call to Order by Mayor Pederson at 5:31 PM**
2. **Roll Call by Clerk Treasurer Richard Cook**

Mayor Matthew Pederson	P
Deputy Mayor Larry Haskell	P
Patrick Rushing	A
Charlotte Lawrence	P
Donald Mitchell	P 5:32
Kevin Richey	A
John Holloway	P

Staff Present: City Manager Albert Tripp; City Attorney Nathan Smith, Community Development Director Alfred Pili'aloah; Parks, Recreation & Comm. Services Director J.C. Kennedy; Clerk-Treasurer Richard Cook; Accounting/Records Clerk Victor Bolstad.

**Motion to excuse Councilmember's Rushing and Richey by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

3. **Agenda Review:**

Announcements/Presentations

**Spokane County Conservation District- Jim Armstrong**

Public Hearings - None

Consent Agenda

**ITEM A: Warrant Register Approval**

**ITEM B: Confirmation of Administrative Budget Transfer BT 2008-002**

**ITEM C: Summary Report Treasurers Report and Bank Reconciliation**

**ITEM D: Quarterly Financial Position Report**

**Action Items**

**ITEM E: Approval to Seek Bids for Lawson Street Water Main Replacement**

**ITEM F: Award Bid for SCADA Equipment**

**ITEM G: Award Bid for Telescoping Boom Lift**

**ITEM H: Create New Budget Line for Banner & Flag Program**

**Ordinances:**

**ITEM I: 1<sup>st</sup> Read of Ordinance C-681, Amending AHMC by Adding Ch 12.09  
Park and Park Facility Naming Policy**

**ITEM J: 1<sup>st</sup> Read of Ordinance C-682, Amending the 2008 Budget**

**ITEM K: 1<sup>st</sup> Read of Ordinance C-683, Amending the AHMC by adding Ch 3.40, Admissions Tax**

**Resolutions:**

**ITEM L: Resolution 2008-014, Denying the Rezone of Certain Properties**

**ITEM M: Resolution 2008-017, Declaring Certain Property Surplus**

Executive Session:

Workshop:

**Adjourned agenda workshop at 6:03 PM**

Legislative Session: 6:00 PM

1. **Invocation - None**
2. **Pledge of Allegiance led by Mayor Matthew Pederson**
3. **Call to Order by Mayor Matthew Pederson at 6:12 PM**
4. **Roll Call by Clerk Treasurer Richard Cook**

Mayor Matthew Pederson	P
Deputy Mayor Larry Haskell	P
Patrick Rushing	A
Charlotte Lawrence	P
Donald Mitchell	P 5:32
Kevin Richey	A
John Holloway	P

Staff Present: City Manager Albert Tripp; City Attorney Nathan Smith, Community Development Director Alfred Pili'aloa; Parks, Recreation & Comm. Services Director J.C. Kennedy; Clerk-Treasurer Richard Cook; Accounting/Records Clerk Victor Bolstad.

**Motion to excuse Councilmember's Rushing and Richey by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

5. **Agenda Approval**  
**Motion by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

6. **Announcements/Presentations -**

**Spokane County Conservation District- Jim Armstrong  
Canceled due to illness**

**Non-Council announcements:**

**Mayor Pederson:** On June 12<sup>th</sup> Albert Tripp was appointed to the position of City Manager, we look forward to working with you. Personally, my wife is expecting our 3<sup>rd</sup> child and my family is very excited about the upcoming event.

7. **Council Reports**

**Deputy Mayor Haskell:** Met with Public Safety Committee to discuss July 4<sup>th</sup> plans for fireworks also met with Finance Committee and those items discussed are on the agenda tonight.

**Councilmember Lawrence:** Met with Finance Committee and Public Works Committee, all items are on the agenda.

**Councilmember Mitchell:** Finance Committee met June 9<sup>th</sup>, we discussed negotiations with Sunshine Disposal, hotel and motel sewer rates and new proposal for those rates, the owners were not satisfied with the results of our decrease in rates but they are better than

what we originally had. Leave report of the Community and Economic Development meeting for the chair.

**Councilmember Holloway:** No report

**Mayor Pederson:** Met with the Community and Economic Development committee on June 9<sup>th</sup>, we met with developers in the city to discuss the structure and formula for fees and new parks in the city. Friday the 13<sup>th</sup> met with staff to discuss agenda items, policy/procedure for naming future parks in the city.

## 8. Public Hearings - None

## 9. Consent Agenda

### ITEM A: **Warrant Register Approval**

The Warrant Register for May 2008 consists of Claims vouchers 23843 through 24023 totaling \$383,408.88 and Payroll vouchers 22251 through 22267 and Electronic Payroll Transfer notices 900238 through 900321 totaling \$241,833.71 for a total of \$625,242.59.

### ITEM B: **Confirmation of Administrative Budget Transfer BT 2008-002**

Request confirmation of Administrative Budget Transfer BT 2008-002 which transfers within the Current Expense Fund, Street Fund and Advanced Wastewater Reclamation Facility Fund, a total of \$380,643.00, as reported on the attached "BT 2008-002" form.

### ITEM C: **Summary Report Treasurers Report and Bank Reconciliation**

Acknowledge receipt of the Summary Report of City of Airway Heights Treasurer's Report and Bank Reconciliation for January 2008. Bank account Cash and Investments and Fund Balance totals are:

Fund Accounts	\$7,728,785.65
Payroll Transfer in Transit at 1/31/08	98,785.15
Bank Accounts	\$7,827,543.80

### ITEM D: **Quarterly Financial Position Report**

Acknowledge receipt of Quarterly Financial Position Report for the period January 1 through March 31, 2008

**Motion by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

## 10. Action Items

### ITEM E: **Approval to Seek Bids for Lawson Street Water Main Replacement**

Request Council approval to seek bids for the Lawson Street water main replacement project. This CDBG approved project preliminary estimate was \$161,069.94, CDBG awarded \$128,856.00 and the City match is \$32,213.99. \$32,214.00 was budgeted in line 594-34-63-11 Capital Expenditure CDBG.

**Motion by Deputy Mayor Haskell, Seconded by Councilmember Mitchell. Motion carried unanimously.**

- ITEM F: Award Bid for SCADA Equipment**  
Request Council award the bid for the SCADA equipment to Applied Solutions in the amount of \$26,626.55, tax included. Funding source is 594-34-63-04 Improvement Well Telemetry and 594-34-63-05 Capital Expenditures-Water.  
**Motion by Deputy Mayor Haskell, Seconded by Councilmember Mitchell. Motion carried unanimously.**
- ITEM G: Award Bid for Telescoping Boom Lift**  
Request Council award the bid for the telescoping boom lift to Hytopz Inc in the amount of \$14,661.00, tax included, from line 594-76-64-01 Capital Expenditure Boom Lift Parks.  
**Motion by Councilmember Mitchell, Seconded by Councilmember Lawrence. Motion carried unanimously.**
- ITEM H: Create New Budget Line for Banner & Flag Program**  
Request Council create a new budget line 576-80-35-01 Minor Equipment Banner & Flag Program and that \$8,462.30 be transferred from the SR2 Beautification/Corridor Improvements line. This is to fund the Highway Banner and Flag Program to help with the efforts to beautify the corridor.  
**Motion by Councilmember Mitchell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

**Ordinances:**

- ITEM I: 1<sup>st</sup> Read of Ordinance C-681, Amending AHMC by Adding Ch 12.09 Park and Park Facility Naming Policy**  
An ordinance adding Chapter 12.09, Park and Park Facility Naming Policy to Title 12 of the AHMC.  
**Read by Clerk Treasurer Richard Cook**
- ITEM J: 1<sup>st</sup> Read of Ordinance C-682, Amending the 2008 Budget**  
An ordinance amending the 2008 Budget for the Current Expense Fund, Street Fund, Criminal Justice Fund, Casino Impact Fund, Water-Sewer Capital Development Fund, Advanced Wastewater Reclamation Facility Fund, Water-Sewer Fund and Water-Sewer Debt Service Fund.  
**Read by Clerk Treasurer Richard Cook**
- ITEM K: 1<sup>st</sup> Read of Ordinance C-683, Amending the AHMC by adding Ch 3.40, Admissions Tax**  
An ordinance adding Chapter 3.40, Admissions Tax to Title 3 of the AHMC. The tax imposed shall be one cent on twenty cents to be paid by any person paying an admission charge to any place.  
**Read by Clerk Treasurer Richard Cook**

**Resolutions:**

**ITEM L: Resolution 2008-014, Denying the Rezone of Certain Properties**  
A resolution denying the proposed amendment to the Zoning map.  
**Read by Clerk Treasurer Richard Cook**  
**Motion by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

**ITEM M: Resolution 2008-017, Declaring Certain Property Surplus**  
A resolution declaring certain property surplus and authorizing its sale.  
**Read by Clerk Treasurer Richard Cook**  
**Motion by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.**

**11. Citizen's Comments - None**

**12. Staff Reports**

**Nathan Smith:** no comment

**Albert Tripp:** 1 item, met with the owners of Hotel/Motel and MHP regarding rates for utilities, there will be an additional meeting held on the 23<sup>rd</sup> and 25<sup>th</sup> of June and a public hearing on July 7<sup>th</sup>.

**Alfred Pili'aloaha:** no comment

**Richard Cook:** no comment

**Victor Bolstad:** no comment

**13. Workshop- None**

**14. Executive Session - None**

**15. Adjournment**

**Motion to adjourn by Councilmember Lawrence, Seconded by Deputy Mayor Haskell. Motion carried unanimously.**

**Adjourned at 6:58 PM**

**APPROVED:**

**ATTEST:**

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**Matthew S. Pederson, Mayor**

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**Richard G. Cook, Clerk-Treasurer**

This meeting was audio and video recorded. Anyone wishing to view either copy may contact the Clerk-Treasurer at City Hall.