

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

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

Monday, September 21, 2009

Agenda Workshop: 5:30 PM

- 1. Call to Order by Mayor Matthew Pederson at 5:42 PM**
- 2. Roll Call by Clerk-Treasurer Richard Cook**

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

Staff Present: City Manager Albert Tripp; City Attorney Stanley Schwartz; Public Works Director Bryan St Clair; Police Chief Lee Bennett; Fire Chief John Schoen; Parks, Recreation & Community Services Director J.C. Kennedy; Clerk-Treasurer Richard Cook; Assistant City Planner Derrick Braaten; Police Sgt. Tom Gravelle; Police Officer Brian Newman; Police Officer Dennis Bachman; Accounting/Records Clerk Victor Bolstad.

**3. Agenda Review:**

Announcements/Presentations - None

Public Hearings –

**Updates to Park Impact Fee Ordinance**

Consent Agenda

**ITEM A: Purchase Approval Register**

**ITEM B: Warrant Register Approval**

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

**ITEM D: Investment Report**

Action Items

**ITEM E: Approve Contract for IT Services with TROI IT Solutions**

**ITEM F: Approve 2009 Updates to the Capital Improvement Plan**

**ITEM G: Approve the 2009 Comprehensive Plan Amendment Docket**

**ITEM H: Approve Contract for Services with Cheney School District**

**ITEM I: Decision on Contract for Phase 1B Advanced Wastewater Reclamation Facility (AWRF)**

**ITEM J: Award of Bid for US-2 Pedestrian Enhancement Project**

**ITEM K: Change Order #1, US-2 Pedestrian Enhancement Project**

**ITEM L: 4<sup>th</sup> Amendment to Memorandum of Understanding**

Ordinances:

**ITEM M: 2<sup>nd</sup> Read of Ordinance C-702, Amending Ch 16.09 Park Impact Mitigation Fees**

**ITEM N: 3<sup>rd</sup> Read of Ordinance C-704, Amending the 2009 Budget**

Resolutions:

Ordinances:

Workshop: - None

Executive Session: None

**Adjourned agenda workshop at 5:59 PM**

1. **Invocation – Invocation by Councilmember Rushing**
2. **Pledge of Allegiance led by Mayor Matthew Pederson**
3. **Call to Order by Mayor Matthew Pederson at 6:10 PM**
4. **Roll Call by Clerk-Treasurer Richard Cook**

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

Staff Present: City Manager Albert Tripp; City Attorney Stanley Schwartz; Public Works Director Bryan St Clair; Police Chief Lee Bennett; Fire Chief John Schoen; Parks, Recreation & Community Services Director J.C. Kennedy; Clerk-Treasurer Richard Cook; Assistant City Planner Derrick Braaten; Police Sgt. Tom Gravelle; Police Officer Brian Newman; Police Officer Dennis Bachman; Accounting/Records Clerk Victor Bolstad.

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

5. **Agenda Approval**  
**Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.**

6. **Announcements/Presentations –**

**Introduction of new Police Officer Dennis Bachman**  
Introduced by Chief Bennett and Sgt. Gravelle

**Non-Council announcements: - None**

**Councilmember Rushing:**

**Councilmember Mitchell:**

**Councilmember Richey:**

**Councilmember Holloway:**

**Mayor Pederson:**

7. **Council Reports:**

**Councilmember Rushing:** No report

**Councilmember Mitchell:** Finance Comm met Monday, all items on agenda, CEDC met Tuesday all items on agenda

**Councilmember Richey:** No report

**Councilmember Holloway:** Public Works met, all items on agenda also brief update to come on the Landreth land swap.

**Mayor Pederson:** Met with City of Spokane to discuss annexation item on agenda tonight “Memorandum of understanding”, attended the CEDC meeting all items on agenda as reported. Met with Spokane Tribe and are still in negotiations with Fire and Police Department over public safety issues.

**8. Public Hearings Open 6:25 PM Closed 6:35 PM**  
**Updates to Park Impact Fee Ordinance**  
By J.C. Kennedy & Derrick Braaten

**9. Consent Agenda**

**ITEM A: Purchase Approval Register**

Requesting approval of the Purchase Approval Register in the amount of \$103,659.14 to Century West Engineering for Professional Services, \$982,387.03 to Robert B. Goebel, et al for Progress Payment #5-AWRF, \$36,637.45 to Witherspoon Kelley, et al for Professional Services for a total of \$1,122,683.62.

**ITEM B: Warrant Register Approval**

The Warrant Register for August 2009 consists of Claims vouchers 26405 through 26526 totaling \$2,802,323.39 and Payroll vouchers 22521 through 22535 and Electronic Payroll Transfer notices E901408 through E901474 totaling \$205,099.24 for a total of \$3,007,422.63.

**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 April, May, June and July 2009.

Bank account Cash and Investments and Fund Balance total is:

April 2009	\$10,366,041.29
May 2009	\$10,630,709.35
June 2009	\$10,104,329.81
July 2009	\$11,806,641.19

**ITEM D: Investment Report**

Acknowledge receipt of the Investment Report for August 2009 in accordance with Airway Heights Municipal Code §3.74.040, Committee – Monthly Report.

Ending investment balances at August 31, 2009 are:

LGIP #20	\$11,096,148.15
LGIP #22	325.51
LGIP #23	139,092.94
Certificate of Deposit – INB	<u>2,544,772.06</u>
Total	\$11,480,338.66

**Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.**

**10. Action Items:**

**ITEM E: Approve Contract for IT Services with TROI IT Solutions**

Request Council approval of a contract for IT Services between the City and TROI IT Solutions. This would replace the current agreement with Cycrest Systems Inc and would be effective January 1, 2010. Total monthly cost is \$2,385.00.

**Motion by Councilmember Richey, Seconded by Councilmember Holloway. Motion carried unanimously.**

**ITEM F: Approve 2009 Updates to the Capital Improvement Plan**

Request Council approve the 2009 updates to the Capital Improvement Plan (CIP) approved in 2006. The CIP lists proposed capital expenditures, asset acquisition and projects and is used to implement the Capital Facilities element of the Comprehensive Plan.

**Motion by Councilmember Rushing to have the Staff bring back in ordinance form for final approval, Seconded by Councilmember Richey. Motion carried unanimously.**

**ITEM G: Approve the 2009 Comprehensive Plan Amendment Docket**

Request Council approve the 2009 Comprehensive Plan amendment docket. There are 2 proposed amendments: CPA 2009-01, amending Chapter 7, Parks & Recreation and CPA 2009-02, amending Chapter 6, Capital Facilities, of the Airway Heights Comprehensive Plan. The two proposed amendments will ensure the Comprehensive Plan is consistent with its supporting documents.

**Motion by Councilmember Richey, Seconded by Councilmember Rushing. Motion carried unanimously.**

**ITEM H: Approve Contract for Services with Cheney School District**

Request Council approve a Contract for Services between Cheney School District and the City of Airway Heights. This is a follow up to Resolution 2009-016, approved by the Council on June 15, 2009, in support of the Cheney School District's 21<sup>st</sup> Century Community Learning Centers Program grant application.

**Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.**

**ITEM I: Decision on Contract for Phase 1B Advanced Wastewater Reclamation Facility (AWRF)**

*Attorney Schwartz briefed the Council on the chronological history of the Phase 1B bid award process.*

**Motion by Mayor Pederson to award the bid for Phase 1B of the AWRF to IMCO General Construction Inc, "Based upon the presentation and recommendation from Century West Engineering, consideration of the comments from interested parties and an understanding that the City may waive non-material bid irregularities; in this case, the absence of written words in reference to clearly submitted bid numbers is not material and to our understanding of the bid amount." Seconded by Councilmember Richey. Councilmember Holloway returns to the dais. Motion carried unanimously.**

**ITEM J: Award of Bid for US-2 Pedestrian Enhancement Project**  
Request Council award the bid for the US-2 Pedestrian Enhancement Project to Northeast Electric, LLC in the amount of \$229,460.00.  
**Motion by Councilmember Richey, Seconded by Councilmember Holloway. Motion carried unanimously.**

**ITEM K: Change Order #1, US-2 Pedestrian Enhancement Project**  
Request Council approve change order #1 to the US-2 Pedestrian Enhancement Project which deletes the electronic speed indicator signs from the scope of work. This is a reduction of \$25,850 for a new contract price \$203,610.00.  
**Motion by Councilmember Richey, Seconded by Councilmember Rushing. Motion carried unanimously.**

**ITEM L: 4<sup>th</sup> Amendment to Memorandum of Understanding**  
Request Council approval of the 4<sup>th</sup> Amendment to the Memorandum of Understanding between the City of Spokane and the City approved on January 20, 2009, and previously amended on March 2, May 4, and July 20, 2009 .The new expiration date is October 14, 2009.  
**Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.**

**ITEM M: First amendment to Option and Lease Agreement with Cingular Wireless**  
Request Council approve amendment to the option and lease agreement with Cingular Wireless for their relocation of equipment at the Sunset Park water tower.  
**Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.**

**Ordinances:**

**ITEM N: 2<sup>nd</sup> Read of Ordinance C-702, Amending Ch 16.09 Park Impact Mitigation Fees**  
An ordinance amending AHMC Chapter 16.09, Park Impact Mitigation Fees.  
**Read by Clerk-Treasurer Richard Cook**  
**Motion by Councilmember Mitchell, Seconded by Councilmember Richey. Motion carried unanimously.**

**ITEM O: 3<sup>rd</sup> Read of Ordinance C-704, Amending the 2009 Budget**  
An ordinance amending the 2009 Budget for the Current Expense Fund, Hotel-Motel Special Tax Fund and the Special Capital Projects Fund.  
**Read by Clerk-Treasurer Richard Cook**  
**Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried, Mayor Pederson abstained.**

**Resolutions: - None**

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

**12. Staff Reports**

**Albert Tripp:** No report

**Stanley Schwartz:** No report

**Chief Schoen:** No report

**Bryan St Clair:** Phase 1A of the plant has electrical and plumbing in. Form panels that the wind knocked down are back up, test on cells in the basins being done.

**J.C. Kennedy:** No report

**Victor Bolstad:** No report

**Richard Cook:** No Report

**13. Workshop - None**

**14. Executive Session: None**

**15. Adjournment**

**Motion to adjourn by Councilmember Richey, Seconded by Councilmember Rushing. Motion passed unanimously.**

**Adjourned Regular Session at 7:44 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.