

**City of Deer Park
City Council Agenda
August 05, 2020
7:00 p.m.**

This preliminary agenda is subject to change to conduct business in a timely manner.

**Councilmembers will not be physically present at this August 5th † meeting per Proclamation 20-28 by the Governor Amending Proclamation 20-05.
To Access the Meeting by Phone Dial 1-669-224-3412 w/Access Code: 805-100-029#**

1. Call to Order

Roll Call:	Mayor Tim Verzal
Councilmember's:	Dee Cragun, Mary Babb, Richie Schut, Caleb Stapp and Ron Scholz
Community Services Director:	Roger Krieger
Clerk/Treasurer:	Deby Cragun

2. Invocation

3. Approval of Agenda

4. Approval of July 15, 2020 regular council meeting minutes

5. New Business

A. Task Order 2020-04 Shamrock Glen Phase 2 Construction Observation Services
~ JUB Engineers, Inc.

6. Resolutions

A.

7. Ordinances

A.

8. Consent Agenda

A. Approval of Voucher Claim Check Nos. 38700 through 38734 including EFT Debits in the amount of \$195,577.86 for the Second Half of July 2020.
B. Approval of Payroll Check Nos. 13816 through 13853 including PFML & 941 Taxes in the amount of \$121,293.53 for the month of July 2020.
C. Planning Commission Appointment ~ Jason Upchurch

9. Report of Officers

10. Adjournment

**City of Deer Park
City Council Minutes
July 15, 2020
7:00 p.m.**

Councilmembers were not physically present at this July 15th meeting per the current version of Governor Proclamation 20-28 Amending Proclamation 20-05. Access to the Meeting was by Phone.

Mayor Verzal called the meeting to order at 7:00 p.m. and stated this council meeting of the City Council is being conducted via telephone conference call pursuant to Governor Inslee's Proclamations. Before the roll call for attendance Mayor Verzal went over some telephonic procedures for tonight's meeting.

1. Call to Order

Mayor Verzal conducted a roll call to document telephone attendance.

Councilmember Cragun – Present
Councilmember Babb – Present
Councilmember Schut – Present
Councilmember Stapp – Present
Councilmember Scholz – Present
City Airport Manager Darold Schultz - Present

Present with Mayor Verzal at City Hall and observing social distancing were City Clerk/Treasurer Deby Cragun and City Community Services Director Roger Krieger.

2. Invocation

The Invocation for tonight's meeting was led by Pastor Tim White from the Tri-County Christian Church.

3. Approval of Agenda

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE AGENDA.

4. Approval of July 01, 2020 regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE JULY 01, 2020 REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

5. New Business

A. Bid Award 2020 Pavement Preservation ~ Shamrock Paving Inc.

Roger Krieger reviewed the Bid Award for the 2020 Pavement Preservation Project.

Following discussion,

IT WAS MOVED BY CRAGUN, SECONDED BY BABB, TO:

APPROVE THE BID AWARD FOR THE 2020 PAVEMENT PRESERVATION PROJECT TO SHAMROCK PAVING INC. IN THE AMOUNT OF \$349,000.00.

MOTION CARRIED 5-0.

6. Resolutions

There were no Resolutions.

7. Ordinances

There were no Ordinances

8. Consent Agenda

Items listed below were distributed to Council Members in advance for study and were enacted with one motion.

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE CONSENT AGENDA.

- A. Approval of Voucher Claim Check Nos. 38662 through 38699 in the amount of \$307,357.06 for the First Half of July 2020.

9. Report of Departments

Roger Krieger updated the Mayor and Council on the Colville/Crawford Roundabout Project, as well as the Cedar Road N. Extension Project.

Darold Schultz stated he expects the Grant Offer for AIP #27 to come in any day now. He also stated the Bid Ad went out for a Rotary Mower for the Airport.

10. Report of Officers

Councilmember Schut asked about the construction behind Arcadia. Mayor Verzal stated the School District was putting in two new practice football fields at the High School.

Councilmember Stapp thanked the Deer Park Chamber for their First Saturday Market. It has seen a great turn out.

11. Adjournment

There being no further business before the Council, Mayor Verzal adjourned the meeting at 7:27 P.M.

Mayor Tim Verzal

Deby Cragun, City Clerk/Treasurer

**TASK ORDER 2020-04
SHAMROCK GLEN PHASE 2
CONSTRUCTION OBSERVATION SERVICES**

A MASTER AGREEMENT for Engineering Services entered into and effective on the 20th day of December, 2017, shall be appended herein as Task Order No. 2020-04, made as of _____ day of _____, 2020, by and between the City of Deer Park, 316 E Crawford, Deer Park, Washington, hereinafter referred to as the OWNER, and J-U-B ENGINEERS, Inc., 422 W. Riverside Ave. Suite 304, Spokane, Washington, hereinafter referred to as the ENGINEER.

PROJECT OBJECTIVE

The City of Deer Park wishes to have construction observation phase services provided for Shamrock Glen Phase 2, 79 working days, 8 hours per day.

TASKS

1. Construction observation phase services for Shamrock Glen Phase 2.

ARTICLE 2. COMPENSATION

Compensation by the OWNER to the ENGINEER will be at the ENGINEER's Direct Salaries multiplied by a factor of 3.07, plus a service charge of 10 percent of Direct Expenses.

The ENGINEER will not exceed a budget of \$67,043.21 for the services as described above unless additional work is directed by the owner.

This Task Order No. 2020-02 will become part of the referenced AGREEMENT when executed by both parties. IN WITNESS WHEREOF, the parties execute below:

For the Owner, City of Deer Park, Washington

Dated this _____ day of _____, 2020,

By: _____ Mayor

Name

Title

For the ENGINEER, J-U-B ENGINEERS, Inc.

Dated this _____ day of _____, 2020,

By: _____ Area Manager

Name

Title

CITY OF DEER PARK
CLAIMS CERTIFICATION AND APPROVAL

Auditing Officer's Certification

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the Claim is a just, due and unpaid obligation against the *City of Deer Park*, and that I am authorized to authenticate and certify said Claims Checks numbered **38700 through 38734 including EFT Debits in the amount of \$195,577.86.**

City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the *City of Deer Park* approve the payment of Claims Checks **38700 through 38734 including EFT Debits in the amount of \$195,577.86 this 5th day of August 2020.**

Vouchers 2nd Half July 2020

Fiscal : 2020

Period: 2020 - August 2020 - July

Number	Voucher Name	Account Description	Amount
38700	Spokane County Auditor	Specisl Use Permit	\$111.50
38701	A-L Compressed Gases, Inc	Airport Supplies	\$43.86
38702	American Linen	Central Services Supplies	\$122.93
		Mat Change Out	\$56.70
		Park SuppliesSupplies	\$797.99
		Check Total:	\$977.62
38703	American Public Works Association	Dues/memberships	\$400.00
38704	Anatek Labs	Wastewater Testing Anatek	\$100.00
38705	ASI Nevada, LLC	Snow Blade For Loader	\$42,837.00
38706	Branom Instrument Co.	Waste Water Repair.	\$1,255.90
38707	Centurylink	Communications	\$1,897.03
38708	City Service Valcon, LLC	Resale Fuel Airport	\$48,780.50
38709	Deer Park Chamber of Commerce	Deer Park Chamber Assistance	\$700.00
		Visitor Information & Tourism Promotion	\$250.00
		Check Total:	\$950.00
38710	Deer Park Paving	Street Repair & Maintenance	\$2,010.20
38711	Eljay Oil Co. Inc.	Equipment Supplies	\$1,388.37
38712	H.D. Fowler Company	Water Supplies	\$3,454.53
38713	Horizon	Park Supplies	\$118.40
38714	Inland Empire Utility	Locate Call Out	\$372.75
38715	Inland Power And Light	Utilities	\$1,464.13
38716	Jub Engineers, Inc.	FAA AIP #27 Taxilane/Apron Const.	\$8,484.21
		Professional Services	\$7,538.46
		Spokane CO Bldg/plan Checks	\$2,857.82
		Subdivision DP Meadows Insp.	\$208.11
		Treatment Lagoon Design	\$2,681.40
		Check Total:	\$21,770.00
38717	Magnuson, Waldo	Airport Equipment Calibration	\$240.67
38718	Off. of The St. Treasurer	Building Code Fee Remittance	\$301.00
38719	Office Depot	Office Supplies	\$50.92
38720	Ogden/Murphy/Wallace PLLC	Legal Services Rendered	\$2,141.75
		Airport/Water/ Streets Legal Services	\$1,807.50
		Check Total:	\$3,949.25
38721	Pape Machinery	Equipment Supplies	\$349.03
38722	Reliance Janitorial	City Hall Janitorial Services	\$535.00

38723	Ricoh USA, Inc	Ricoh Copy Machine Principle	\$208.62
		Supplies	\$174.78
		Check Total:	\$383.40
38724	Schultz's Aviation, LLC	Airport Management Contract July	\$9,441.67
38725	Spokane County Building & Planning	Spokane CO Bldg Inspections	\$538.20
38726	Spokane County District Court	Professional Services	\$1,769.70
38727	Spokane County Public Defender	Public Defender	\$9,201.38
38728	Spokane County Treasurer	Street Striping	\$16,838.47
38729	Spokane County Treasurer/ Prosecutor	City Prosecutor	\$4,610.08
		Pretrial Services	\$1,174.15
		Check Total:	\$5,784.23
38730	Spokane County Treasurer/SCRAPS	Spokane County Regional Animal Control	\$894.07
38731	Tribune	Paper Subscription	\$50.00
38732	USA Bluebook	Waste Water Supplies	\$3,505.43
38733	Waste Management	Airport Wastemanagement	\$141.25
38734	Wilbur-Ellis Company	Airport Supplies	\$58.54
EFT Debit	Washington Trust Bank	Professional Services	\$98.96
Analysis Chge			
June 2020			
EFT Debit	State of Washington	Excise Tax Remittance	\$6,354.26
Combined Excise			
Taxes June 2020			
		Fuel Sales Tax	\$4,842.44
		Check Total:	\$11,196.70
EFT Debit	State of Washington/Dept of	Leasehold Tax	\$1,876.39
Leasehold Taxes	Revenue		
2nd Qtr. 2020			
		Leasehold/sales Tax Remitt	\$276.51
		Orchard Bluff Leasehold Tax Remit	\$165.30
		Check Total:	\$2,318.20
		Grand Total	\$195,577.86

Total Accounts Payable for Checks #38700 Through #EFT Debit Leasehold Taxes 2nd Qtr. 2020

CITY OF DEER PARK
PAYROLL CERTIFICATION AND APPROVAL

Auditing Officer's Certification

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services and/or the labor has been performed as described herein and is a just, due and unpaid obligation against the *City of Deer Park*, and that I am authorized to authenticate and certify said Payroll Checks numbered **13816 through 13853 including PMFL and 941 Taxes in the amount of \$121,293.53.**

City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the *City of Deer Park* approve the payment of Payroll Checks numbered **13816 through 13853 including PMFL and 941 Taxes in the amount of \$121,293.53**
5th day of August 2020.

RECEIVED

JUL 24 2020

CITY OF DEER PARK
(509) 276-8801

City of Deer Park

Application for Council, Planning Commission, or Committee Appointments

Date: June 23, 2020 Applicant's Name: Jason Upchurch

Physical & Mailing Addresses: 514 E. B St, Deer Park, WA 99006

How long have you been a resident of the City of Deer Park? 9 years

Are you a Registered Voter: Yes

Telephone Number(s): 509-994-1360

Email: JUpchurch@yahoo.com

Please explain your interest in applying for this position on the Board:

I love construction and community involvement as well as having an opportunity to be part of how our city plans for improvement and growth.

What do you feel are your qualifications for this position?

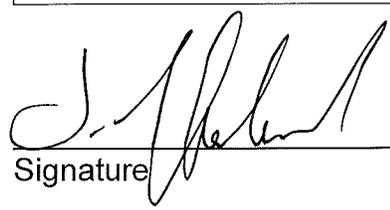
I have 8 years of experience in residential and commercial construction from remodeling to sales to actual construction experience.

Employment History:

2.5 years as pastor of Redeemer Bible Church of Deer Park; 6.5 years as pastor of Grace Church of Deer Park; 2 years as sales/drafting at Kitchen & Bath ReStylers of Kennewick, WA; 5 months as a Framer/ Sales man for All-American Bars; 1 year as Outside Sales at Global Granite. (See resume).

Community Related Activities:

Citizens committee to select playground equipment; conduct invocation several times per year at City Council meetings.


Signature

June 23, 2020
Date