City of Deer Park
City Council Agenda
May 03, 2017
7:00 p.m.

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

1. **Call to Order**

Roll Call:	Mayor Robert Whisman
Councilmember's:	Dee Cragun, Mary Babb, Tim Verzal, Don Stevens and Joe Polowski
Clerk/Treasurer:	Deby Cragun

2. **Invocation**

3. **Pledge of Allegiance & Welcome**

4. **Approval of Agenda**

5. **Approval of April 19, 2017 regular council meeting minutes**

6. **New Business**
   A. Discussion with AHBL Landscape Architects Regarding Conceptual Vision for Perrins Field.
   B. Night Shift Deputy June thru August 2017 Approval ~ Spokane County Sheriff

7. **Resolutions**
   A. Resolution

8. **Ordinances**

9. **Consent Agenda**
   A. Approval of Voucher Claim Check Nos. 35711 through 35742 including EFT Debits in the amount of $100,109.36 for the Second Half of April 2017.
   B. Approval of Payroll Check Nos. 12540 through 12569 including 941 Taxes in the amount of $92,645.08 for the month of April 2017.
   C. Planning Commission Appointment ~ Jeffrey L. Frank

10. **Interested Citizens: Oral Communications, Requests, Comments from Audience**

11. **Report of Officers**

12. **Executive Session**

13. **Adjournment**

Americans with Disabilities Act (ADA) accommodations provided upon request

City of Deer Park
City Council Minutes
April 19, 2017

Mayor Whisman called the meeting to order at 7:00 p.m.

ROLL CALL
Mayor Whisman called roll and the following were:

Present:	Councilmember's: Dee Cragun, Mary Babb, Tim Verzal, Don Stevens and Joe Polowski
Staff:	Roger Krieger and Brian Ramsden
Airport Manager:	Darold Schultz, Schultz's Aviation, L.L.C.
Clerk/Treasurer:	Deby Cragun
Audience: 10	

2. Invocation

Pastor Duane Anderson from the Faith Lutheran Church gave the invocation.

3. Pledge of Allegiance & Welcome

4. Approval of Agenda

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

5. Approval of April 05, 2017 regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY POLOWSKI; MOTION CARRIED (5-0) TO APPROVE THE APRIL 05, 2017 REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

6. Public Hearing
A. Comprehensive Plan Periodic Update

Mayor Whisman continued the Public Hearing at 7:03 p.m.
Roger Krieger reviewed the Comprehensive Plan Periodic Update.

There were no public comments.

Mayor Whisman closed the Public Hearing at 7:03 p.m.

7. New Business
A. Offer of Services to Prepare a Conceptual Vision for Perrins Field after Completion of Fire District #4 New Fire Station ~ AHBL Landscape Architects.

Roger Krieger reviewed the offer of services.

Following discussion,

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

ACCEPT THE OFFER OF SERVICES FROM AHBL LANDSCAPE ARCHITECTS AND SET UP A MEETING TO DISCUSS POTENTIAL DESIGN IDEAS.

MOTION CARRIED 5-0.

8. Resolutions

A. Resolution 2017-005 ~ Setting a Public Hearing to Consider Vacation of Unimproved Alley Between N. Fir Street and N. Spruce Street.

Mayor Whisman read the heading to Resolution 2017-005.

Roger Krieger reviewed Resolution 2017-005.

Following discussion,

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

APPROVE RESOLUTION 2017-005 ~ SETTING A PUBLIC HEARING TO CONSIDER VACATION OF UNIMPROVED ALLEY BETWEEN N. FIR AND N. SPRUCE STREETS.

MOTION CARRIED 5-0.

9. Ordinances

A. Ordinance 2017-968 Amending the 2017 Annual Budget (Third Reading)

Mayor Whisman read the heading to Ordinance 2017-968 and stated this is the third and final reading.

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

APPROVE ORDINANCE 2017-968 ~ AMENDING THE 2017 ANNUAL BUDGET.

MOTION CARRIED 5-0.

10. 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 POLOWSKI; MOTION CARRIED (5-0) TO APPROVE THE CONSENT AGENDA.

A. Approval of Voucher Claim Check Nos. 35677 through 35710 including EFT Debits in the amount of $176,544.84 for the First Half of April 2017.

11. Interested Citizens: Oral Communications, Requests, Comments from Audience

Tom Costigan asked what the chances are of the Skate park opening this year since it is needing to be repaired. *Brian Ramsden* stated repairs should start next week. *Warren Schick,* Deer Park Chamber President, shared the Chambers' vision on building up the Deer Park Community.

Jim Palmer, Sr. the Chamber is still waiting for NW Canopy to install the new entrance sign.
Ryan Moore, former Deer Park Chamber President, had a zoning question related to the area of "H" and Main Streets. *Roger Krieger* answered his question.

12. Report of Departments

Roger Krieger updated the Mayor and Council on the North Dalton Well and Lagoon Liner Projects. He also stated there is a lot of building going on in the area with an Apartment Building underway at "H" and Main Streets.
Brian Ramsden Sweeping, patching and general cleaning up. He stated the Skate park material was ordered and has arrived.
Darold Schultz stated he has been busy with repairs to the damaged Snow removal equipment. He also stated there will be an Eagle Scout Project started soon on the Cross Country Ski Trails near the Airport.
Deby Cragun passed out the Monthly and First Quarter Reports to the Council. She stated she has been working on the 2016 Annual Report.

13. Report of Officers

Councilmember Cragun asked Warren Schick if he could help set a date for a community meeting to discuss the construction of a Splash Pad at Swinyard Park.
Councilmember Verzal thanked Brian Ramsden and his crew for their help at the new Apartment Building Site.

14. Executive Session

There was no executive session.

15. Adjournment

There being no further business before the Council, Mayor Whisman adjourned the meeting at 7:58 P.M.

Mayor Robert Whisman

Deby Cragun, City Clerk/Treasurer

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 **35611 through 35742 including EFT Debits in the amount of $100,109.36.**

_____
City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the ***City of Deer Park*** approve the payment of Claims Checks numbered **35611 through 35742 including EFT Debits in the amount of $100,109.36 this 3rd day of May 2017.**

_____ _____

_____ _____

_____

Vouchers Last Half April 2017

Number	Vendor Name	Account Description	Amount
35711	Jub Engineers, Inc.	FAA AIP #22 SRE	$1,619.67
35712	Department of Retirement System	Dept. of Retirement Systems Correction	$97.07
35713	AEI Engineering, Inc.	Generator Proposal - Sizing	$878.75
35714	American On-Site Services	Portable Restroom Rental, Little League	$10.00
35715	American Water Works Association	Dues/memberships	$215.00
35716	Anatek Labs	Water Testing	$100.00
35717	Assoc. of WA Cities/AWC	Dee Cragun Registration	$400.00
35718	Canon Financial Services, INC	Airport Copier Contract	$56.97
35719	Cd'a Metals	Airport Supplies	$46.08
35720	Centurylink	April 2017 Long Distance Charges	$51.28
35721	Deer Park Printing LLC	City Envelopes	$27.03
		Supplies	$718.86
		Check Total:	$745.89
35722	Evergreen Truss	Skate Park Sheeting	$2,342.26
35723	Fastenal	Supplies	$105.09
35724	Ferguson Waterworks	Items Purchased For Resale	$934.52
35725	General Fire Extinguisher Svc.	Fire Extinguisher Service	$976.79
35726	H & H Business Systems	Airport Copier Image Charges	$39.10
35727	H.D. Fowler Company	Fire Hydrant Repair Parts	$4,171.04
35728	Inland Empire Utility	1st QTR Locate Charges	$25.00
35729	National Barricade	Street Signs	$749.52
35730	Office Depot	Office Supplies	$75.46
35731	Ogden/Murphy/Wallace PLLC	Crawford/Colville Design	$3,702.81
		Legal Services Rendered	$452.58
		Professional Services	$171.54
		Professional Services Misc.	$5,820.51
		W/W Legal Fees	$1,102.81
		Check Total:	$11,250.25
35732	Owl Fence	Skate Park Fence Repair	$162.15
35733	Reliance Janitorial	City Hall Janitorial Services - April 2017	$490.00
35734	Ricoh USA, Inc	City Hall Copier Contract	$208.62
		Supplies	$183.96
		Check Total:	$392.58
35735	Schultz's Aviation, LLC	Management Contract - April 2017	$8,154.17
35736	Spokane County District Court	Judicial Services - April 2017	$1,632.66
35737	Spokane County Treasurer/SCRAPS	Animal Control Services - April 2017	$849.36
35738	Spokane County Treasurer's Office	Spok CO Law Enforc Contract - April 2017	$38,539.00
35739	Spokane Regional Hlth Dis	Pool Operating Permit Fees	$510.00
35740	Tribune	Advertising	$30.00
		Communications	$45.00
		Check Total:	$75.00
35741	US BANK ST. PAUL	LTGO Bond Interest	$20,675.00
35742	Video Security Technology	R & M Office Equipment	$670.00
		Video Surveillance Swinyard Park	$2,282.70
		Check Total:	$2,952.70
EFT Debit April 2017 Postage Refill	United States Postal Svc	Communications	$787.00
	Grand Total		**$100,109.36**

Total Accounts Payable for Checks #35711 Through # 35742 & EFT Debit April 2017 Postage Refill

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 **12540 through 12569 including 941 Taxes** in the amount of **$92,645.08.**

_____

City Clerk/Treasurer

Council Approval

We, the undersigned Council Members of the ***City of Deer Park*** approve the payment of Payroll Checks numbered **12540 through 12569 including 941 Taxes** in the amount of **$92,645.08** this **3rd day** of **May 2017.**

_____ _____

_____ _____

_____