

**City of Deer Park  
City Council Agenda  
August 17, 2022  
Meeting Location ~ Deer Park City Hall  
316 E. Crawford  
7:00 p.m.**

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

**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, Jason Upchurch, Heather Newsom,  
Caleb Stapp, and Naomi Diaz  
Community Services Director: Roger Krieger  
Clerk/Treasurer: Deby Cragun

**2. Invocation**

**3. Pledge of Allegiance & Welcome**

**4. Approval of Agenda**

**5. Approval of August 03, 2022, regular council meeting minutes**

**6. New Business**

- A. Acceptance of Statutory Warranty Deed Ryn Built Homes, LLC Conveys and Warrants to the City of Deer Park Tract "A" Shamrock Glen 2<sup>nd</sup> Addition, As Per Plat Recorded in Volume 43 of Short Plats, Pages 63,64 and 65, Records of Spokane County.
- B. Change Order #2 N. Dalton Well #1 Rehabilitation-Drilling ~ Carpenter Drilling LLC
- C. Change Order #2 6<sup>th</sup> Street Reservoir Replacement ~ Landmark Structures
- D. 2022 Pavement Preservation Bid Award ~ Shamrock Paving in the amount of \$436,465.00

**7. Resolutions**

**8. Ordinances**

**9. Consent Agenda**

- A. Approval of Voucher Claim Check Nos. 40477 through 40517 in the amount of \$317,604.17 for the First Half of August 2022.
- B. Task Order 2022-12 Mountain View Meadows Phase 1 Const. Observation

**10. Report of Departments**

**11. Council Questions, Comments, or Reports**

Americans with Disabilities Act (ADA) accommodations provided upon request

12. Interested Citizens: Oral Communications, Requests, and Comments from Audience on Unrelated Agenda Items.
13. Executive Session
14. Adjournment

**City of Deer Park  
City Council Minutes  
August 3, 2022  
Meeting Location ~ Deer Park City Hall  
316 E. Crawford**

**To Access the Meeting by Phone Dial 1-669-224-3412 w/Access Code: 805-100-029#**  
Mayor Verzal called the meeting to order at 7:00 p.m.

**1. ROLL CALL**

Mayor Verzal called roll and the following were:

Present:	Councilmember's: Dee Cragun (Phone), Jason Upchurch, Heather Newsom, Caleb Stapp, and Naomi Diaz
Community Services Director:	Roger Krieger
City Staff:	Brad Wainwright
Airport Manager:	Darold Schultz
Spokane Co. Deputy:	Matt Ennis
Clerk/Treasurer:	Deby Cragun
Audience:	23

**2. Invocation**

Elder Ted Grant from Happy Home Church gave the invocation.

**3. Pledge of Allegiance & Welcome**

**4. Approval of Agenda**

**IT WAS MOVED BY UPCHURCH, SECONDED BY NEWSOM; MOTION CARRIED (5-0) TO APPROVE THE AGENDA.**

**5. Approval of July 20, 2022, regular council meeting minutes.**

**IT WAS MOVED BY UPCHURCH, SECONDED BY NEWSOM; MOTION CARRIED (5-0) TO APPROVE THE JULY 20, 2022, REGULAR COUNCIL MEETING MINUTES AS PRESENTED.**

**6. New Business**

A. SRTC Grant Award \$1,797, 000.00 ~ N. Colville Construction, Third to N. City Limits.

*Roger Krieger* reviewed the SRTC Grant Award.

**IT WAS MOVED BY CRAGUN, SECONDED BY STAPP, TO APPROVE THE SRTC GRANT AWARD IN THE AMOUNT OF \$1,797, 000.00 FOR N. COLVILLE CONSTRUCTION, THIRD TO N. CITY LIMITS.**

Following discussion,

**MOTION CARRIED 5-0.**

B. Task Order 2022-03 Consulting Engineering Services E. Crawford Road Preservation ~ JUB Engineers, Inc.

Roger Krieger reviewed Task Order 2022-03.

**IT WAS MOVED BY CRAGUN, SECONDED BY STAPP, TO APPROVE TASK ORDER 2022-03 CONSULTING ENGINEERING SERVICES E. CRAWFORD ROAD PRESERVATION WITH JUB ENGINEERS, INC.**

Following discussion,

**MOTION CARRIED 5-0.**

C. Bid Award E. Crawford Preservation ~ Shamrock Paving, Inc. \$805,000.00.

Roger Krieger reviewed Bid Award E. Crawford Preservation.

**IT WAS MOVED BY STAPP, SECONDED BY NEWSOM, TO APPROVE THE BID AWARD E. CRAWFORD PRESERVATION WITH SHAMROCK PAVING, INC. IN THE AMOUNT OF \$805,000.00.**

Following discussion,

**MOTION CARRIED 5-0.**

## **7 Resolutions**

No Resolutions

## **8. Ordinances**

No Ordinances

## **9. 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 STAPP; MOTION CARRIED (5-0) TO APPROVE THE CONSENT AGENDA AS FOLLOWS:**

**A. Approval of Voucher Claim Check Nos. 40448 through 40476 including EFT Debits in the amount of \$335,422.24 for Second Half of July 2022**

**B. Approval of Payroll Check Nos. 14709 through 14751 including PFML, 941 Taxes and Health Benefits in the amount of \$148,989.74 for the month of June 2022.**

## **10. Council Questions, Comments, or Reports**

Councilmember Upchurch spoke to updating the Comprehensive Plan as the first step in the process of permitting chickens within the city.

Councilmember Stapp gave an update on the City Hall Task Force.

## **11. Interested Citizens: Oral Communications, Requests, and Comments from Audience on Unrelated Agenda Items.**

Mayor and Council received additional comments concerning permitting chickens and small farm animals within the city.

**12. Executive Session**

There was no Executive Session.

**13. Adjournment**

There being no further business before the Council, Mayor Verzal adjourned the meeting at 7:36 P.M.

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Mayor Tim Verzal

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Deby Cragun, City Clerk/Treasurer

Filed for and return to:  
Deby Cragun, Clerk-Treasurer  
City of Deer Park  
PO Box F  
Deer Park, WA 99006

The information contained in this boxed section is for recording purposes only pursuant to RCW 36.18 and RCW 65.04, and is not to be relied upon for any other purpose, and shall not affect the intent of or any warranty contained in the document itself.

**Grantor(s):** Ryn Built Homes, LLC, a Washington limited liability company  
**Grantee(s):** City of Deer Park, a Washington municipal corporation  
**Reference Number(s) of Documents Assigned or Released:** N/A  
**Abbreviated Legal Description:** N1/2 SW1/4 Section 1, Township 28, Range 42 EWM  
**Complete or Additional Legal Description on Page 1 of Document.**  
**Assessor's Parcel Number(s):** 28013.2801

### Statutory Warranty Deed

THE GRANTOR, Ryn Built Homes, LLC, a Washington limited liability company, in compliance with the Findings of Fact, Conclusions of Law, and Determination Conditions, and Decision for the Preliminary Shamrock Glen Long Plat Application No. LP 2018-1 and for good and valuable consideration, convey and warrant to the City of Deer Park, a Washington municipal corporation, all right, title, and interest in the following described real estate, situated in the county of Spokane, state of Washington:

TRACT "A", SHAMROCK GLEN 2ND ADDITION, AS PER PLAT RECORDED IN VOLUME 43 OF SHORT PLATS, PAGES 63, 64 AND 65, RECORDS OF SPOKANE COUNTY;

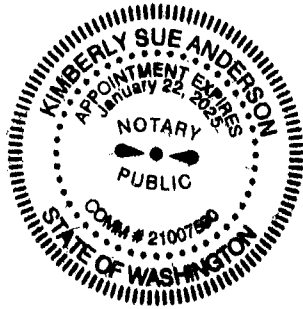
SITUATE IN THE CITY OF DEER PARK, COUNTY OF SPOKANE, STATE OF WASHINGTON.


  
Ryan Olson  
Managing Member Ryn Built Homes, LLC

STATE OF WASHINGTON    )  
  ) ss.  
County of Spokane    )

I certify that I know or have satisfactory evidence that Ryan Olson is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as Managing Member of Ryn Built Homes, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: 8/4, 2022.



  
Kimberly Sue Anderson (Printed name)  
NOTARY PUBLIC, state of Washington  
My appointment expires 1/22/2025

ACCEPTED by the City of Deer Park,  
Washington the \_\_\_\_ day of August, 2022.

\_\_\_\_\_  
Timothy Verzal, Mayor

STATE OF WASHINGTON     )  
  )ss.  
County of SPOKANE     )

I certify that I know or have satisfactory evidence that Timothy Verzal is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Mayor of the City of Deer Park, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_, 2022.

\_\_\_\_\_  
\_\_\_\_\_(Printed name)  
NOTARY PUBLIC, state of Washington  
My appointment expires \_\_\_\_\_



# Change Order

<b>Contract Number:</b> JUB #70-22-005	<b>Contract Title:</b> City of Deer Park N. Dalton Well #1 Rehabilitation-Drilling	<b>Federal Aid Number:</b>
<b>Change Order Number:</b> 2	<b>Change Order Description:</b> Field Condition Changes	<b>Date:</b> August 17, 2022
<b>Prime Contractor/Design-Builder:</b> Carpenter Drilling, LLC		

- Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications
- Proposed by Contractor

*Change Description given on the following pages*

<b>Verbal Approval Given By:</b> --	<b>Verbal Approval Date:</b> --	<b>Calendar Days +/-:</b> +0 Calendar Days
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<b>Original Contract Amount:</b> \$212,989.43	<b>Current Contract Amount:</b> \$216,037.85	<b>Est. Net Change This C.O.:</b> \$-17,890.55	<b>Est. Contract Amount After C.O.:</b> \$198,147.30
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*If the amount authorized in the Local Agency Agreement is exceeded and federal funds are not available for this change, the Local Agency will assume the total cost of this Change Order.*

<input checked="" type="checkbox"/> Approval Recommended <input type="checkbox"/> Approved	Approved
 Project Engineer	Approving Authority per C.A. Agreement
8-10-2022 Date	Date
<input checked="" type="checkbox"/> Approval Recommended	Approved
 By Prime Contractor	Signature _____ Date _____
8/1/22 Date	Mayor, City of Deer Park

<b>Contract Number:</b> JUB #70-22-005	<b>Contract Title:</b> City of Deer Park N. Dalton Well #1 Rehabilitation-Drilling	<b>Change Order Number:</b> 2
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**Change Description:**

This Contract is revised as follows:

**Field Condition Quantity Adjustment**

Based on conditions encountered in the field, an additional two feet of filter pack was installed. The step drawdown pump test was reduced by one hour and the well recovery was instantaneous, reducing the need for the full recovery monitoring originally planned. Standby time for the drill rig was not needed for this project.

The following items have been adjusted, based on field conditions:

- Item #8: Filter Pack, add 2 feet (27 LF total)
- Item #10: Drilling Rig – Standby, less 4 hours (0 HR total)
- Item #12: Test Pumping, less 1 hour (27 HR total)
- Item #13: Measure Well Recovery, less 22 hours (2 HR total).

**SUMMARY OF CONTRACT COST CHANGES**

ITEM NO.	DESCRIPTION	ADJUSTMENT			SUBTOTAL
		QUAN.	UNIT	UNIT PRICE	
8	FILTER PACK	2	LF	\$ 500.00	\$ 1,000.00
10	DRILLING RIG - STANDBY	-4	HR	\$ 650.00	\$ (2,600.00)
12	TEST PUMPING	-1	HR	\$ 650.00	\$ (650.00)
13	MEASURE WELL RECOVERY	-22	HR	\$ 650.00	\$ (14,300.00)
					\$ -
	Subtotal Change Amount				\$ (16,550.00)
	Sales Tax @ 8.1%				\$ (1,340.55)
	<b>Total Change Amount</b>				<b>\$ (17,890.55)</b>

# Change Order

<b>Contract Number:</b> JUB #70-20-030 DWSRF Project #2019-3761 DWL24937	<b>Contract Title:</b> City of Deer Park Sixth Street Reservoir Replacement/Upgrade	<b>Federal Aid Number:</b> N/A
<b>Change Order Number:</b> 2	<b>Change Order Description:</b> Crawford Electrical Revisions	<b>Date:</b> July 14 <sup>th</sup> 2022
<b>Prime Contractor/Design-Builder:</b> Landmark Structures		

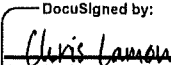
Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications

Proposed by Contractor

*Change Description given on the following pages*

<b>Verbal Approval Given By:</b> --	<b>Verbal Approval Date:</b> --	<b>Calendar Days +/-:</b> --
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<b>Original Contract Amount:</b> \$3,777,014.00	<b>Current Contract Amount:</b> \$3,854,982.21	<b>Est. Net Change This C.O.:</b> \$6,652.47	<b>Est. Contract Amount After C.O.:</b> \$3,861,634.68
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<input checked="" type="checkbox"/> Approval Recommended <input type="checkbox"/> Approved  Project Engineer  8-8-2022 Date	Approved  Approving Authority per C.A. Agreement  Date
<input checked="" type="checkbox"/> Approval Recommended DocuSigned by:  By Prime Contractor 8/5/2022 Date	Approved  Signature _____ Date _____  Mayor, City of Deer Park

<b>Contract Number:</b> JUB #70-20-030 DWSRF Project #2019-3761 DWL24937	<b>Contract Title:</b> City of Deer Park Sixth Street Reservoir Replacement/Upgrade	<b>Change Order Number:</b> 2
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**Change Description:**

This Contract is revised as follows:

**CO2-1: Electrical Revisions**

*Description of Work:*

Contractor shall make revisions to the electrical service and reroute an existing 120v circuit at the Crawford Reservoir site as discussed during the on-site meeting on June 20<sup>th</sup>, 2022. The revisions generally consist of modifying the incoming electrical service from a pole mounted, overhead feed to an underground service fed from an adjacent transformer and rerouting an existing 120v circuit serving equipment on the top of the reservoir into the new service panel.

*Measurement:*

Measurement of "Electrical Revisions" will be on a lump sum basis.

*Payment:*

Payment for "Electrical Revisions" will be at the lump sum price of \$6,652.47 and will include all labor, materials, equipment, and incidentals related to the work.

*Contract Time:*

No additional contract time will be added for this work.

# Memorandum

**To:** Mayor and City Council  
**From:** Staff  
**Date:** August 17, 2022  
**Re:** **2022 – Pavement Preservation**

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On Wednesday, the 10th day of August, bids were opened for road construction work described as the Pavement Preservation projects including, Weber Ave from Crawford Ave. north to 6<sup>th</sup> Street and 2<sup>nd</sup> Street Weber Ave. east to Country Club Drive those segments generally rated the lowest in our program.

Advertisement for bids were published in the Spokesman Review, and individual bid packets were mailed to plan centers, Inland Asphalt, POE Asphalt & Shamrock Paving.

This project was bid as a UNIT PRICE contract, and three bids were received based on the projected quantities we provided and are listed following. With this type of contract, quantities may fluctuate based on actual amounts used within the scope of work and may impact the bid prices up or down.

- A. Shamrock Paving Inc - \$436,465.00
- B. Inland Asphalt Company - \$484,484.00
- C. POE Asphalt - \$511,075.00

The apparent low bidder for the project is Shamrock Paving Inc. with a total bid of \$436,465.00, which is approximately 34% over City Staff estimates that are based on previous years work and overall budget may need to be amended at the end of the year. The increases are mostly due to price of materials currently paid for products in the industry.

We recommend award of the unit price bid for the street work listed above to Shamrock Paving Company in the amount of \$436,465.00.

**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 **40477 through 40517 in the amount of \$317,604.17.**

\_\_\_\_\_  
City Clerk/Treasurer

**Council Approval**

We, the undersigned Council Members of the *City of Deer Park* approve the payment of Claims **40477 through 40517 in the amount of \$317,604.17 this 17<sup>th</sup> day of August 2022.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Vouchers 1st Half August 2022

Fiscal: : 2022

Period: 2022 August

Voucher	Vendor Name	Account Description	Amount
40477	American Linen	Central Services Supplies	\$667.78
		R & M All Bldgs	\$272.24
		Check Total:	\$940.02
40478	Anatek Labs	Wastewater Testing Anatek	\$540.00
40479	Autozone	Supplies	\$180.89
40480	Avista Utilities	WW Treatment Lagoon Construction	\$25,509.97
40481	Avista Utilities	Avista Lower Lvl City Hall	\$21.76
		Utilities	\$32,706.99
		Check Total:	\$32,728.75
40482	Banner Furnace & Fuel, Inc.	Airport Repair & Maintenance	\$344.57
40483	Bi-Mart Corporation	Supplies	\$10.80
40484	Carpenter Drilling LLC	N. Dalton Well	\$78,665.30
40485	Centurylink	Communications	\$2,054.35
40486	City of Deer Park	Full Service Fuel Surcharge	\$638.06
		Utilities	\$7,654.82
		Check Total:	\$8,292.88
40487	City Service Valcon, LLC	Fuel	\$4,042.22
		Terminal Maintenance	\$16.00
		Resale Fuel	\$40,934.84
		Check Total:	\$44,993.06
40488	Consolidated Supply Co.	Supplies	\$396.97
40489	Custom Spray Service, Inc	Street Spraying	\$5,380.79
40490	Deer Park Ace Hardware	Supplies	\$242.87
		Tools & Equipment	\$146.37
		Check Total:	\$389.24
40491	Deer Park Chamber of Commerce	Visitor Information & Tourism Promotion	\$500.00
40492	Department of Ecology	Dept of Ecology License	\$2,215.08
40493	Evergreen Rural Water	Travel/training	\$250.00
40494	Ferguson Waterworks	Items Purchased For Resale	\$11,254.16
40495	H.D. Fowler Company	Items Purchased For Resale	\$246.57
		Supplies	\$204.63
		Check Total:	\$451.20
40496	Horizon	Supplies	\$608.98
40497	Inland Feed and Farm Supply	Spray/fertilizer	\$162.10
40498	Inland Infrastructure	ADA Ramp Repair/Comp Streets	\$3,556.00
40499	Inland Power And Light	Utilities	\$2,866.17

40500	Jub Engineers, Inc.	6th St. Reservoir Repl Const.	\$6,860.13
40501	Multicare Centers of Occupational Medicine	Professional Services	\$65.00
40502	Napa Auto Parts	Supplies	\$568.75
		Tools & Equipment	\$12.03
		Check Total:	\$580.78
40503	Owl Fence	Waste water Plant Fence	\$162.15
40504	Pool World Inc	Supplies/chemicals	\$20.67
40505	Prettyman's Septic Service	Airport and 4th of July Service	\$1,158.10
40506	Railroad Mgmt Company III, LLC	Professional Services	\$813.08
40507	Ricoh USA, Inc	Ricoh Copy Machine Principle	\$198.02
40508	Schultz's Aviation, LLC	Full Service Fuel Surcharge	\$638.06
40509	Special Asphalt Products	Supplies	\$1,281.84
40510	Spokane County Treasurer	Spokane CO Jail Services	\$2,005.77
40511	Spokane County Treasurer/Engineering & Roads	Repair & Maintenance	\$15,763.27
40512	Spokane County Treasurer's Office	Spok CO Law Enforc Contract	\$58,349.00
40513	Spokesman-Review	Advertising	\$922.73
		City Hall Building Study	\$442.42
		E. Crawford Preservation Construction 2022	\$1,446.69
		Pavement Restoration	\$240.34
		Check Total:	\$3,052.18
40514	Verizon Wireless	Communications	\$385.56
40515	Washington Trust Bank	Central Services Supplies	\$80.45
		Communications	\$300.80
		Supplies	\$434.61
		Travel/training	\$1,491.57
		Check Total:	\$2,307.43
40516	Waste Management	Utilities	\$424.62
40517	Western Equipment Dist	Supplies	\$1,247.23
	<b>Grand Total</b>		<b>\$317,604.17</b>
	<b>Total Accounts Payable for Checks #40477 Through #40517</b>		



**TASK ORDER 2022-12  
MOUNTAIN VIEW MEADOWS, PHASE 1  
CONSTRUCTION OBSERVATION**

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. 2022-12, made as of \_\_\_\_ day of \_\_\_\_\_, 2022, 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.

**ARTICLE 1. SCOPE OF SERVICES**

**PROJECT OBJECTIVE**

The City of Deer Park wishes to have construction observation phase services provided for Mountain View Meadows Phase 1, 90 working days, 8 hours per day.

**TASK**

1. Pre-construction meeting.
2. Construction observation phase services for Mountain View Meadows, Phase 1.

**ARTICLE 2. COMPENSATION**

Compensation by the OWNER to the ENGINEER will be at the ENGINEER's Direct Salaries multiplied by a factor of 3.18, plus a service charge of 10 percent of Direct Expenses.

The ENGINEER will not exceed a budget of \$95,700 for the services as described above unless additional work is directed by the owner.

This Task Order No. 2022-12 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 \_\_\_\_\_, 2022,

By: \_\_\_\_\_ Mayor  
Name Title

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

Dated this 25<sup>th</sup> day of July, 2022,

By: [Signature] Assistant Area Manager  
Name Title