

**City of Deer Park
City Council Agenda
June 17, 2020
7:00 p.m.**

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

**Councilmembers will not be physically present at this June 17th 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 May 20, 2020 regular council meeting minutes

5. Public Hearings

- A. Six Year Transportation Improvement Program (Resolution 2020-004)
- B. Vacation of That Portion of Colville Road Right-of-Way between 6th Street and 5th Street.

6. New Business

- A. Task Order 2020-03 , Too Old Boys Water and Sewerage Availability Study ~ JUB Engineers, Inc.
- B. Special Use Permit Request 2019-04 ~ Robert Mathews
- C. Approval of Bids for Surplus Vehicles and Equipment

7. Resolutions

- A. Resolution 2020-004 Six Year Transportation Improvement Program

8. Ordinances

- A.

9. Consent Agenda

- A. Approval of Voucher Claim Check Nos. 38573 through 38604 including EFT Debits in the amount of \$211,764.65 for the Second Half of May 2020.
- B. Approval of Voucher Claim Check Nos. 38605 through 38636 in the amount of \$205,885.41 for the First Half of June 2020.
- C. Approval of Payroll Check Nos. 13751 through 13782 including PFML & 941 Taxes in the amount of \$110,341.42 for the month of May 2020.
- D. Deer Park Municipal Airport Use Agreement ~ Spokane Police Dept.
- E. Short Plat Request # 2019-1 ~ Better Built Construction, LLC

10. Report of Departments

11. Report of Officers

12. Adjournment

**City of Deer Park
City Council Minutes
May 20, 2020**

Councilmembers were not physically present at this May 20th meeting per Proclamation 20-28 by the Governor 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 Proclamation No. 20-28. 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 Attorney Chuck Zimmerman – Present
Street Supervisor Brad Wainwright – Present
Airport Manager Darold Schultz - Present
Waste Management Representative – Tami Yeager - 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 Jeromy Waunch.

3. Approval of Agenda

Pursuant to Governor Proclamation 20-28, all matters coming before the City Council for action at this meeting are hereby determined by the City Council to be "necessary and routine."

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

4. Approval of May 06, 2020 regular council meeting minutes

IT WAS MOVED BY CRAGUN, SECONDED BY BABB; MOTION CARRIED (5-0) TO APPROVE THE MAY 06, 2020 REGULAR COUNCIL MEETING MINUTES AS PRESENTED.

5. New Business

- A. Amended and Restated City of Deer Park Contract for Solid Waste Collection Services ~ Waste Management of Washington, Inc.

Tami Yeager, Representative from Waste Management and City Attorney Charles Zimmerman reviewed the Amended and Restated City of Deer Park Contract for Solid Waste Collections Services.

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

APPROVE THE AMENDED AND RESTATED CITY OF DEER PARK CONTRACT FOR SOLID WASTE COLLECTION SERVICES WITH WASTE MANAGEMENT OF WASHINGTON, INC.

MOTION CARRIED 5-0.

6. Resolutions

A.

There were no Resolutions.

7. Ordinances

A.

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. 38535 through 38572 in the amount of \$276,138.29 for the First Half of May 2020.
- B. Declaring Surplus Property from Equipment Inventory and Approving Disposal Method.

9. Report of Departments

Roger Krieger updated the Mayor and Council on the Small Project Grants he has been working on. He stated the Splash Pad Grant should be ready to submit the end of May 2020. He also stated there has been a lot of Permit activity from Contractors getting ready for Phase Two of Washington States Re-Opening.

Brad Wainwright stated he and his crew took down some dangerous trees at both Mix and Swinyard Parks. Brad also stated they have been working on some drainage issues on Country Club Drive.

Darold Schultz stated he has been working on FAA Grants 26 and 27 trying to get them finalized.

10. Report of Officers

Councilmember Stapp inquired about the Skate Park Hours and to why the Skate Park was closed. Mayor Verza spoke to his queries.

Councilmember Scholz wanted to thank City Staff for the work they have been doing.

11. Adjournment

There being no further business before the Council, Mayor Verzal adjourned the meeting at 7:35 P.M.

Mayor Tim Verzal

Deby Cragun, City Clerk/Treasurer

**CITY OF DEER PARK
RESOLUTION 2020-004**

A RESOLUTION BY THE CITY COUNCIL FOR THE CITY OF DEER PARK, REPEALING RESOLUTION 2019-003 AND RECREATING A SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM DESIGNATING THE 2021 THROUGH 2026 PROPOSED STREET IMPROVEMENT PROJECTS.

WHEREAS, Washington State statues require the adoption of an annual Comprehensive Street Plan as a part of the Six Year Transportation Improvement Program; and

WHEREAS, the City Council for the City of Deer Park held a public hearing on the proposed Street Plan at their regular meeting on April 15, 2020; and

WHEREAS, there was a resolution created by number 2019-003 that is to be repealed and replaced by resolution 2020-004;

NOW THEREFORE the City Council for the City of Deer Park, Spokane County, Washington, hereby resolves as follows:

Section 1. Resolution 2019-003 is repealed and replaced by Resolution 2020-004.

Section 2. The City of Deer Park Streets are prioritized for the years 2020-2025 Six Year Transportation Improvement Program as follows:

- | | | |
|-----|------------------|-------------------------------------|
| 1. | Colville Avenue | E. Crawford to N. City Limits |
| 2. | Fir Avenue | W. Crawford to H Street |
| 3. | Airport Avenue | E. Crawford to Sixth Street |
| 4. | Colville Avenue | I Street to S. City Limits |
| 5. | S. Weber Avenue | E. Crawford to S. City Limits |
| 6. | W. Fourth Street | North Avenue to Main Street |
| 7. | North Avenue | W. Fourth Street to N. City Limits |
| 8. | W. D Street | Main Street to S. Fir Avenue |
| 9. | Northwest Avenue | W. Fourth Street to W. City Limits |
| 10. | E. Sixth Street | N. Colville to N. Reiper |
| 11. | N. Forest Avenue | E. Second Street to E. Sixth Street |

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DEER PARK, WASHINGTON
THIS _____ DAY OF _____ 2020.

APPROVE:

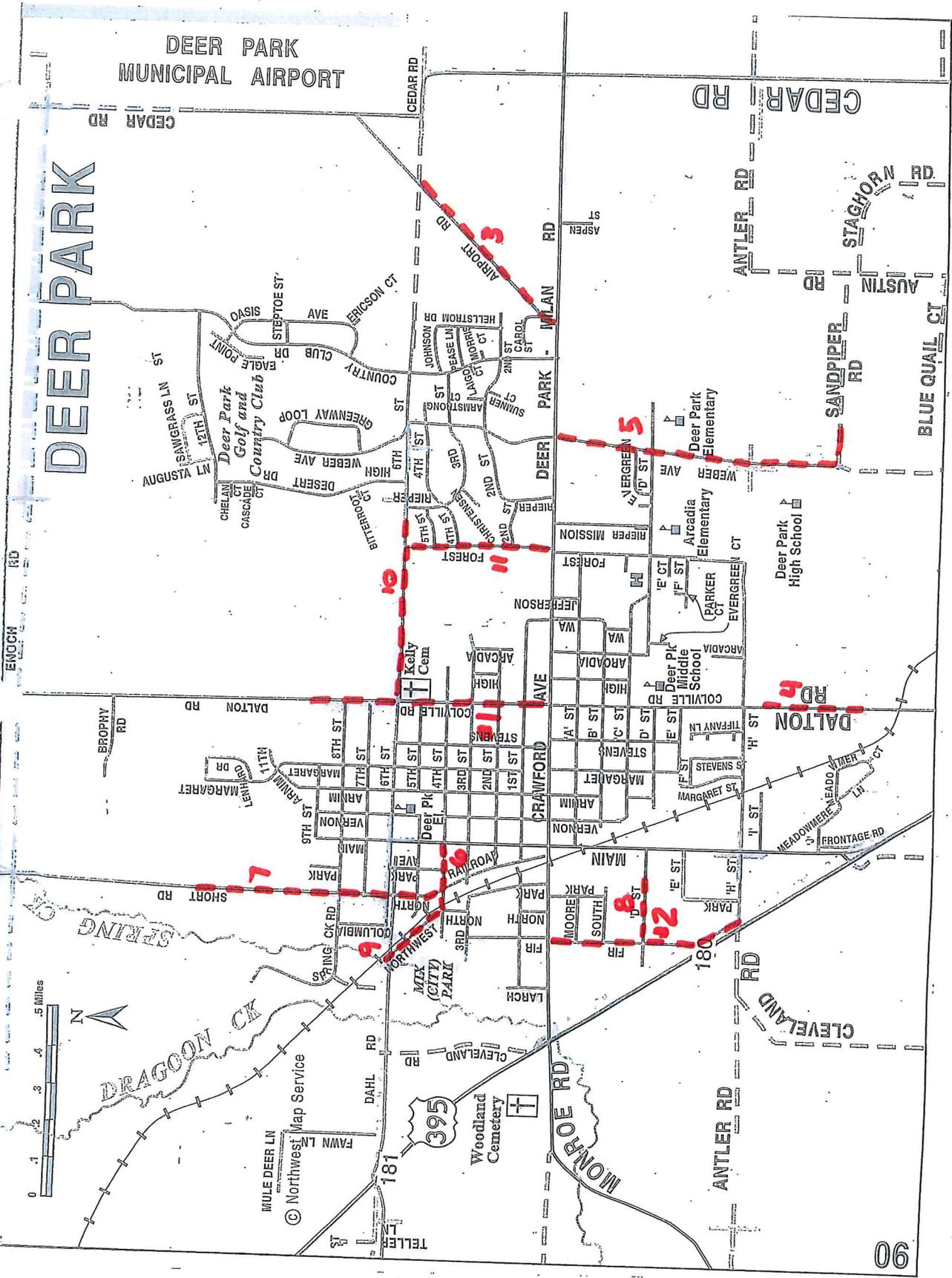
ATTEST:

Timothy Verzal, Mayor

Debra Cragun, City Clerk/Treasurer

DEER PARK

DEER PARK MUNICIPAL AIRPORT



RESOLUTION NO. 2020-002

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEER PARK, WASHINGTON, PROPOSING VACATION OF 11 FEET OF RIGHT-OF-WAY ON THE EAST SIDE OF COLVILLE ROAD LOCATED BETWEEN 6TH STREET AND 5TH STREET, EXPLAINING THE CIRCUMSTANCES RELATING TO THE PROPOSED RIGHT-OF-WAY VACATION AND DESCRIBING THE CONSIDERATION CONSISTING OF DEDICATION TO THE CITY OF NEW ADDITIONAL RIGHT-OF-WAY TO THE NORTH OF THE INTERSECTION OF COLVILLE AND 6TH STREET ON THE EAST SIDE OF COLVILLE ROAD FROM THE ST. MARY PRESENTATION CATHOLIC PARISH; PROVIDING FOR NOTICES AND A PUBLIC HEARING CONCERNING THE RIGHT-OF-WAY VACATION AND MAKING A PRELIMINARY FINDING THAT THE VALUE OF THE RIGHT-OF-WAY PROPOSED TO BE VACATED TO BE APPROXIMATELY THE SAME AS THE RIGHT-OF-WAY PROPOSED TO BE DEDICATED TO THE CITY.

WHEREAS, by letter to the City dated September 26, 2019 the Reverend Thomas Connelly of the St. Mary Presentation Catholic Church in Deer Park, Washington (the "Church"), the Church proposed an exchange of property in the form of the right-of-way vacation as set forth and described in more detail below herein in exchange for a dedication of additional new right-of-way as set forth in more detail below herein; and

WHEREAS, the City staff and City Engineers have reviewed the proposal and determined that passage of this Resolution outlining the terms of the proposal is in the best interest of the City and the Church; and

WHEREAS, the Church presently has graves and headstones that are a part of the church cemetery located within the right-of-way proposed to be vacated by this Resolution and vacation of the right-of-way proposed to be vacated by this Resolution in exchange for the dedication by the Church to the City of new right-of-way will assist the City with a realignment of Colville Road in the area of the intersection of 6th Street in a manner that will make Colville Road safer and more efficient for vehicle traffic and pedestrians in the vicinity of 6th Street; and

WHEREAS, Chapter 35.79 RCW authorizes the City to proceed with the vacation of right-of-way by City Council Resolution; and

WHEREAS, this Resolution provides for the notices that are necessary to vacate the right-of-way and provides for a public hearing before the City Council; **NOW THEREFORE**

THE CITY COUNCIL OF THE CITY OF DEER PARK, WASHINGTON HEREBY RESOLVE AS FOLLOWS:

Section 1. On April 15, 2020 beginning at 7:00 PM at the Regular Meeting of the City Council, the City Council shall hold a public hearing to consider vacation of that portion of the Colville Road right-of-way described in Exhibit "1" to this Resolution and depicted in Exhibit "2" to this Resolution which consists of approximately 2,732 square feet of right-of-way 11 feet wide by approximately 248 feet in length immediately to the South of the 6th Street intersection and on the East side of Colville Road.

Section 2. The City Clerk-Treasurer is directed to post notice of the public hearing to be held pursuant to Section 1 of this Resolution in three (3) of the most public places in the City and in a conspicuous place on the right-of-way proposed to be vacated. The form of the notice shall consist of posting a copy this Resolution in those locations together with copies of all exhibits to this Resolution.

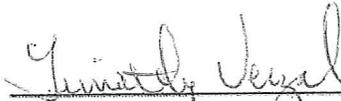
Section 3. The City Clerk-Treasurer is hereby directed to mail notices at least 15 days prior to the date of the public hearing set forth in Section 1 of this Resolution to all owners abutting any portion of the Colville Road right-of-way proposed to be vacated as those owners appear in the records of the Spokane County Treasurer. The notice to be provided by mail shall consist of mailing of a copy of this Resolution together with all exhibits to this Resolution.

Section 4. At the public hearing to be held pursuant to Section 1 of this Resolution, the City Council shall consider whether the relative fair market value of the right-of-way proposed to be vacated as described in Exhibits "1" and "2" to this Resolution is roughly equivalent to the right-of-way value proposed to be dedicated by right-of-way deed by the Church to the City as that right-of-way is described in Exhibit "3" and depicted in Exhibit "4" to this Resolution. The right-of-way described in Exhibit "3" and depicted in Exhibit "4" will add a triangular shaped property to the Colville Road right-of-way between the North side of 6th Street and the South side of 7th Street on the East side of Colville Road in order to enable the Colville Road right-of-way to be aligned in a manner that will enable safer and more efficient use of the right-of-way by vehicular traffic and pedestrians traveling in this area. The City staff and City Engineers have preliminarily found that the value of the approximate 4,450 square feet to be dedicated in this triangular shaped dedication to the City is roughly equivalent to the value of the right-of-way proposed to be vacated in Section 1 of this Resolution as described in Exhibit "1" and depicted in Exhibit "2" to this Resolution. The City Council hereby makes a preliminarily finding that the value of the right-of-way to be vacated as described and depicted in Exhibits "1" and "2" to this Resolution is roughly equivalent to the value of the right-of-way to be dedicated to the City as described and depicted Exhibits "3" and "4" to this Resolution.

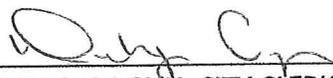
Section 5. Following the public hearing to be held pursuant to Section 1 of this Resolution, the City Council may consider vacation of the right-of-way proposed to be vacated and if the Council determines the right-of-way should be vacated, the City Council may do so by the passage of an Ordinance at the April 15, 2020 City Council Meeting.

Section 6. This Resolution shall be effective immediately upon passage by the City Council.

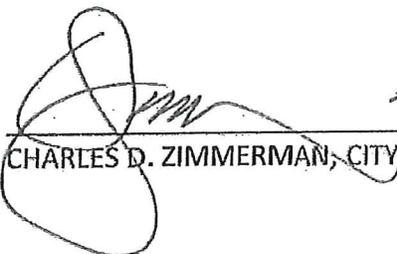
APPROVED by the City Council of the City of Deer Park, Washington at an Open Public Meeting the 4th day of March, 2020.


TIMOTHY VERZAL, MAYOR

ATTEST/AUTHENTICATED:


DEBY CRAGUN, CITY CLERK/TREASURER

APPROVED AS TO FORM:


CHARLES D. ZIMMERMAN, CITY ATTORNEY



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE LANDON GROUP



GATEWAY MAPPING INC.

EXHIBIT 1

LEGAL DESCRIPTION
of
RIGHT-OF-WAY

to be exchanged

CITY OF DEER PARK
to
ST. MARY PRESENTATION CATHOLIC PARISH

FEBRUARY 27, 2020

That portion of the Colville Road right-of-way lying adjacent to and westerly of Block 4 of Assessor's Plat No. 11, according to the plat thereof recorded in Volume R of plats at page 29, Records of Spokane County, Washington, being situated in Government Lot 3 of Section 2, Township 28 North, Range 42 East, Willamette Meridian, City of Deer Park, Spokane County, Washington, described as follows:

BEGINNING at the northwest corner of said Block 4 (from which the southwest corner of said Block bears South 02°29'33" East), said point being the intersection of the existing easterly right-of-way line of Colville Road and the southerly right-of-way line of 6th Street (note: this area is shown on Record of Survey recorded under Auditor's File No. 5051905, Records of Spokane County);

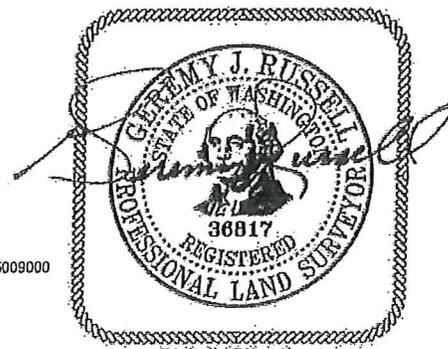
thence South 88°41'08" West along the westerly extension of said south right-of-way line of 6th Street, 11.00 feet;

thence South 02°29'33" East, parallel to and 11.00 feet westerly of said easterly right-of-way line of Colville Road, 248.40 feet;

thence North 88°41'08" East, 11.00 feet, more or less, to said easterly right-of-way line;

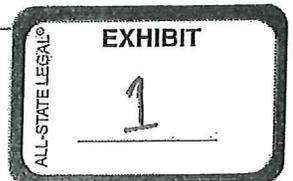
thence North 02°29'33" West, along said easterly right-of-way line 248.40 feet, more or less, to the POINT OF BEGINNING.

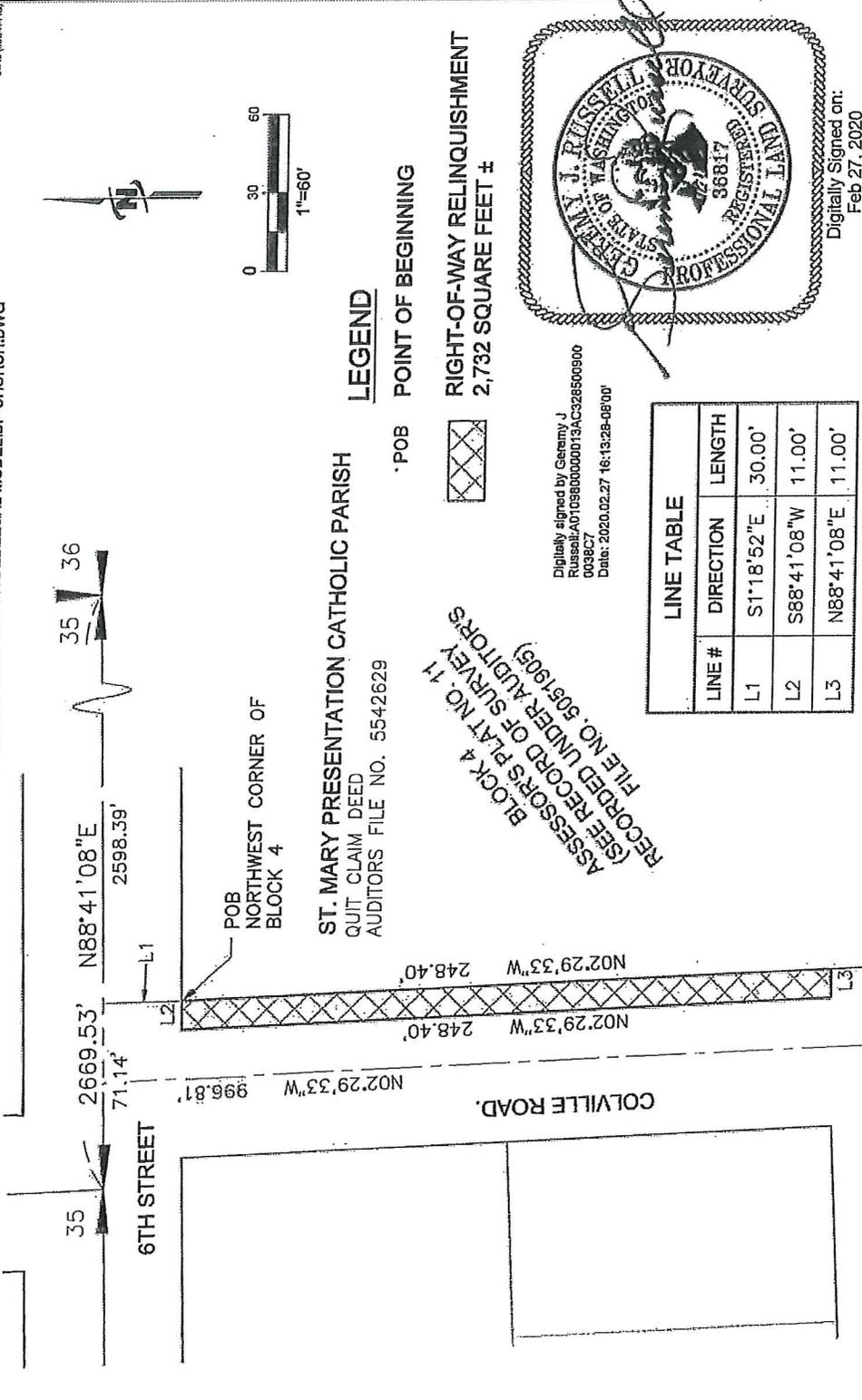
Containing 2,732 square feet, more or less.



Digitally signed by Jeremy J Russell:A0109800000013AC3285009000 038C7 Date: 2020.02.27 16:13:00-08'00'

Digitally Signed on: Feb 27, 2020





LEGEND

- POB POINT OF BEGINNING
- RIGHT-OF-WAY RELINQUISHMENT
- 2,732 SQUARE FEET ±

ST. MARY PRESENTATION CATHOLIC PARISH
 QUIT CLAIM DEED
 AUDITORS FILE NO. 5542629

BLOCK 4
 ASSESSOR'S PLAT NO. 11
 (SEE RECORD OF SURVEY
 FILE NO. 5051905)

Digitally signed by Jeremy J.
 Russell: A0709800000013AC326500900
 0038C7
 Date: 2020.02.27 16:13:28-0800'



Digitally Signed on:
 Feb 27, 2020

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S1°18'52"E	30.00'
L2	S88°41'08"W	11.00'
L3	N88°41'08"E	11.00'



JUB ENGINEERS, INC.
 1240 FIVE OAKS CHURCH

EXHIBIT 2
 CITY OF DEER PARK TO ST. MARY PRESENTATION CATHOLIC PARISH
 RIGHT OF WAY EXCHANGE
 GOVT LOT 3 SEC. 2 T28N. R42E. W.M.. CITY OF DEER PARK. SPOKANE, CO. WA



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE LANGDON GROUP



GATEWAY MAPPING INC.

EXHIBIT 3

LEGAL DESCRIPTION
of
RIGHT-OF-WAY
to be
EXCHANGED

ST. MARY PRESENTATION CATHOLIC PARISH
to the
CITY OF DEER PARK

JANUARY 15, 2020

That portion of the S1/2 of the S1/2 of the SW1/4 of the SE1/4 of Section 35, Township 29 North, Range 42 East, Willamette Meridian, City of Deer Park, Spokane County, Washington, described as follows:

BEGINNING at the intersection of the easterly right-of-way line of Colville Road and the northerly right-of-way line of 6th Street (note: shown as the southwest corner of Parcel E on that certain Record of Survey recorded under Auditor's File No. 6423961, Records of Spokane County); thence North 02° 44' 34" West, along said easterly right-of-way line of Colville Road, 303.35 feet, more or less, to the north line of said S1/2 of the S1/2 of the SW1/4 of the SE1/4 of Section 35;

thence South 08° 15' 13" East 305.50 feet, more or less, to said northerly right-of-way line of 6th Street;

thence South 88° 41' 08" West, 29.35 feet, more or less, to the POINT OF BEGINNING.

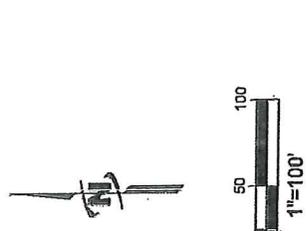
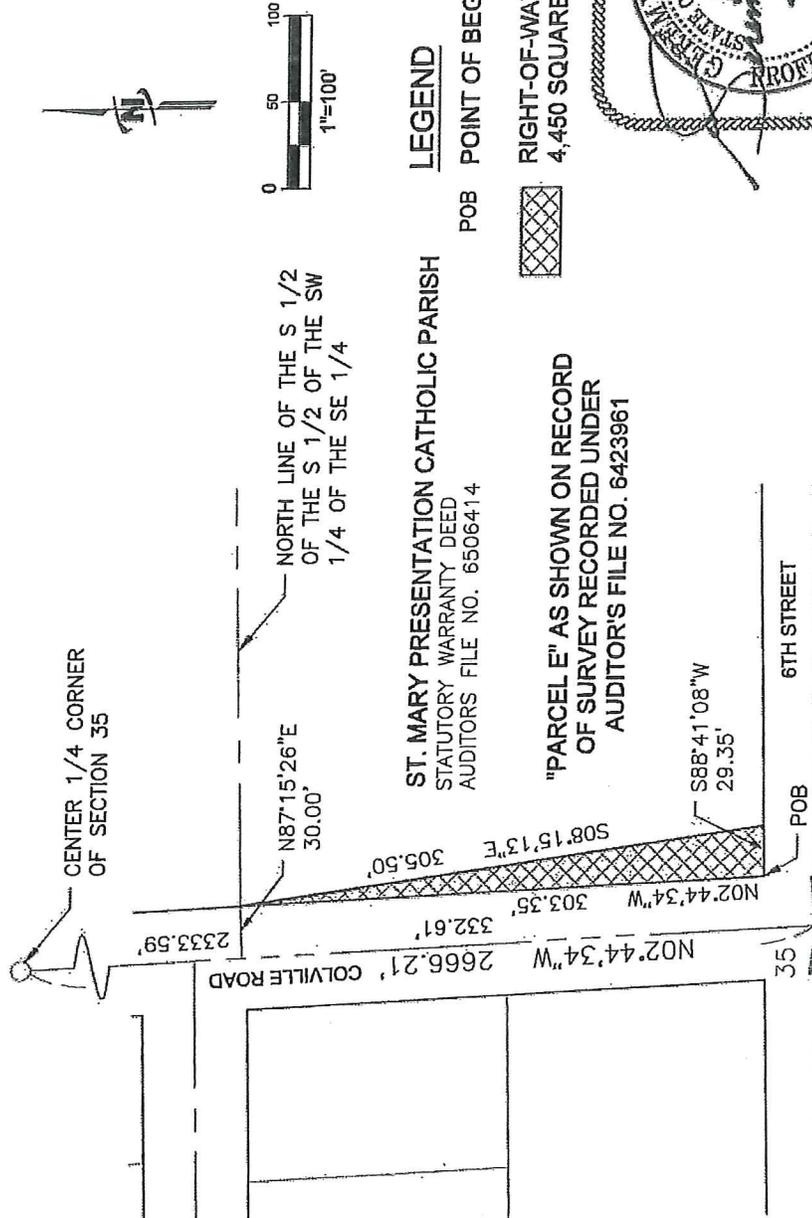
Containing 4,450 square feet (0.102 acres), more or less.



Digitally Signed on:
Feb 27, 2020

Digitally signed by Jeremy J
Russell; AG109800000013AC3285009000038C7
Date: 2020.02.27 16:01:39-08'00'





NORTH LINE OF THE S 1/2
OF THE S 1/2 OF THE SW
1/4 OF THE SE 1/4

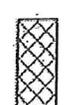
CENTER 1/4 CORNER
OF SECTION 35

ST. MARY PRESENTATION CATHOLIC PARISH
STATUTORY WARRANTY DEED
AUDITORS FILE NO. 6506414

"PARCEL E" AS SHOWN ON RECORD
OF SURVEY RECORDED UNDER
AUDITOR'S FILE NO. 6423961

LEGEND

POB POINT OF BEGINNING



RIGHT-OF-WAY ACQUISITION
4,450 SQUARE FEET ±



Digitally signed by Gregory J
Russell; A010980000013AC3285009000036C7
Date: 2020.02.27 16:01:14 -08'00'

Digitally Signed on:
Feb 27, 2020



EXHIBIT 4

ST. MARY PRESENTATION CATHOLIC PARISH TO CITY OF DEER PARK
RIGHT OF WAY ACQUISITION
S1/2 S1/2 SW1/4 SE1/4 OF SEC. 35 T29N, R42E, W.M. SPOKANE CO. WASHINGTON

ALL-STATE LEGAL®

EXHIBIT

4

TASK ORDER 2020-03
TOO OLD BOYS WATER AND SEWERAGE AVAILABILITY STUDY

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. 2020-03, 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 a preliminary concept water and sewer service study for future developments on Parcels 28112.0097, 28111.0095, and 28111.0993, east of Colville/Dalton Road. The proposed development includes approximately 81 lots of single-family residential homes. Water service is proposed to be served from 12" water line in Colville Road. Sewer service is proposed through future phase of Hope Meadows Habitat for Humanity development to an existing City owned lift station.

TASKS

1. Topographic surveying for water pressure zones and sewer grade evaluation.
2. Sewer capacity model evaluation and model check
3. Water capacity and fire protection planning evaluation and City model check.
4. Electrical evaluation of Deer Meadows Lift Station capacity, check panel adequacy before it pumps to South Mall Lift Station (AEI Engineering).
5. Evaluate whether Deer Meadows pumps, wet well, or new rail Flygt pumps are required
6. Write a brief narrative to discuss findings of water and sewer analysis for providing service to proposed development and impact to existing City infrastructure.

ASSUMPTIONS

1. Colville watermain to be 12" minimum diameter.
2. Water system evaluation shall include pressure zone narrative and elevation mapping of whether South Webber water line extension to site is required. This would also require new pressure reduction valve between upper and lower zones.

TASK ORDER 2020-03
TOO OLD BOYS WATER AND SEWERAGE AVAILABILITY STUDY

3. To protect high school flows, upper and lower zone boundary shall be better defined through Too Old Boys site.

EXAMPLES OF TASKS NOT INCLUDED

1. Options for installing a booster pump to provide water service to lots at higher elevations.
2. Geotechnical investigations for subsurface sewer trench excavation costs related to rock excavation etc.
3. Environmental research or issues of contamination.
4. Other utility availability or conceptual planning.
5. Construction cost opinions/Economic Feasibility Analysis.
6. Full site topography or boundary surveying.

ARTICLE 2. COMPENSATION

Compensation by the OWNER to the ENGINEER will be at the ENGINEER's Direct Salaries multiplied by a factor of 3.1523, plus a service charge of 10 percent of Direct Expenses.

The ENGINEER will not exceed a budget of \$6,616.43 for the services as described above unless additional work is directed by the owner.

This Task Order No. 2020-03 will become part of the referenced AGREEMENT when executed by both parties. IN WITNESS WHEREOF, the parties execute below:

**TASK ORDER 2020-03
TOO OLD BOYS WATER AND SEWERAGE AVAILABILITY STUDY**

For the Owner, City of Deer Park, Washington

Dated this ____ day of _____, 2020,

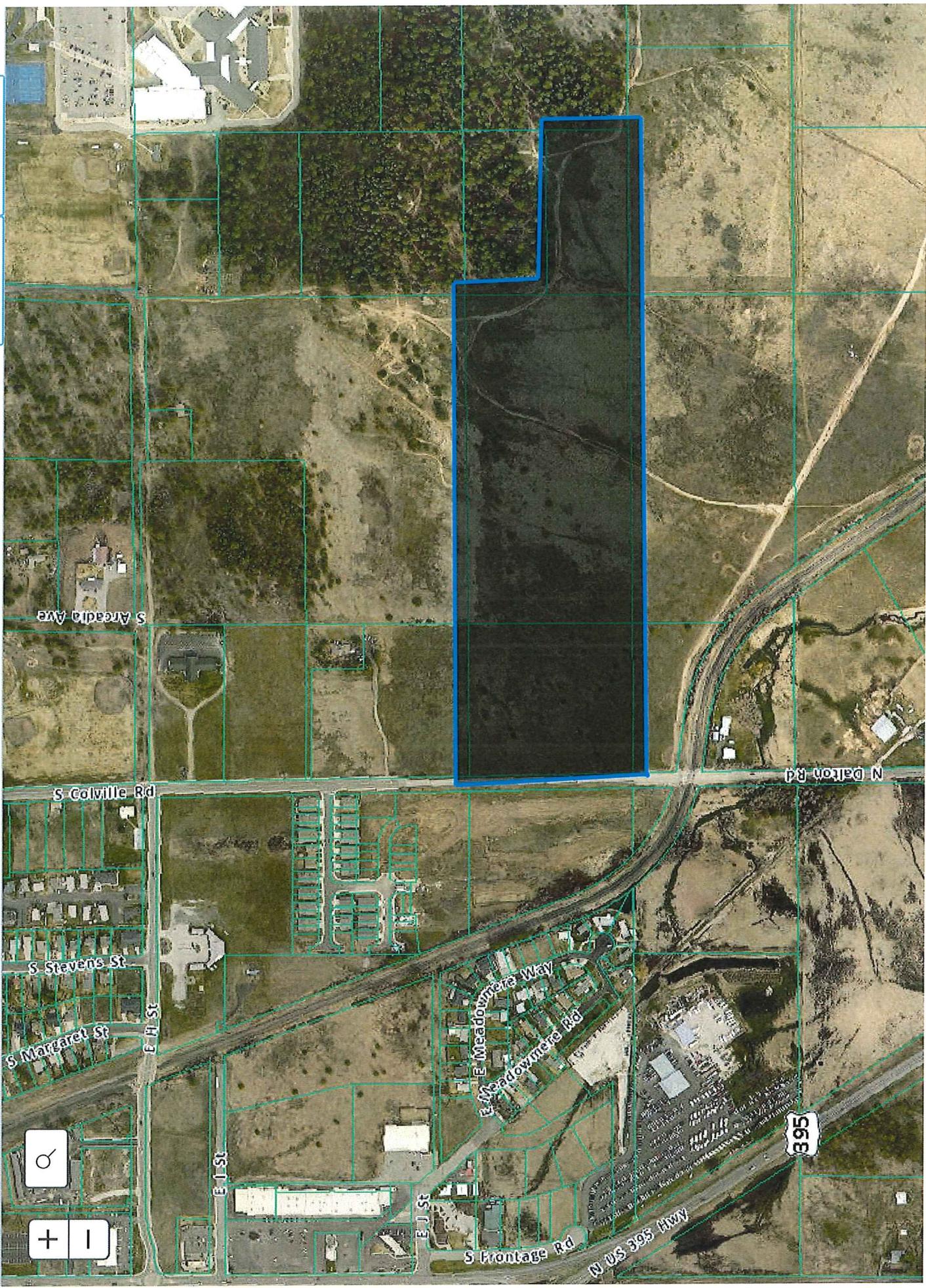
By: _____ Mayor
Name Title

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

Dated this ____ day of _____, 2020,

By: _____ Area Manager
Name Title

Measure More Info



Map navigation controls including a search icon, a zoom in (+) button, and a zoom out (-) button.