

MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
September 11, 2018

Call to Order

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

Roll Call

A regular meeting of the City Council of the City of Pullman was held September 11, 2018, at 7:00 p.m. in the Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
Dee Stiles-Elliott	City Clerk
Eileen Macoll	Councilmember
Dan Records	Councilmember
Al Sorensen	Councilmember
Pat Wright	Councilmember
Nathan Weller	Councilmember
Brandon Chapman	Councilmember

Announcements

Mayor Johnson made four announcements.

Mayor Johnson invited ASWSU Director of Community Affairs, Keegan Otter to explain his project *30 days of Pullman* which would highlight one business each day for 30 days. Keegan explained that they have changed the timeline and name to *Two Weeks of Pullman*. All businesses come together to support WSU and WSU coming into town to support the businesses. So far, he has sent out two newsletters and a video to invite businesses and students to participate. Participating businesses will be provided a logo to post to show students they are supporting WSU and participating businesses will donate three to seven percent of their profit for the two weeks to The Cougar Health Fund for mental health resources and sexual assault prevention resources.

Presentations

Palouse Regional
Housing Needs
Report

Avista representative Paul Kimmell presented to the Council the Palouse Regional Housing Needs Assessment research that Avista has done in collaboration with *Partnership for Economic Prosperity* and *Thomas P. Miller and Associates*. Mr. Kimmell stated our housing policies and strategies must also recognize the diversity of conditions existing both within Pullman and across the region. Our local governments, institutions, and businesses have a central role to play in defining specific community needs, crafting policies, and marshaling resources to support the housing situation. The ALICE report (Asset Limited, Income Constrained, Employed) conducted by United Way demonstrates that housing costs are the number one expense for our working families, including many employees of Washington State University, University of Idaho and Schweitzer Engineering Laboratories. Mr. Kimmell stressed the importance of addressing the housing issue as a region because 50 percent of the workforce in our region qualifies under the ALICE report. Geography, economics, and zoning laws limit the potential for new small or low-cost housing units to be constructed. Therefore, the local economy suffers because families have less to spend in the community on other goods and services and the cost of living is going to raise significantly in the future causing more problems. Commuting long distances will only increase in the coming years as a lack of affordable housing persists and pushes people away from employment centers, which has an impact on our local employers. Businesses are finding that housing unaffordability has limited their ability to grow their businesses. Mr. Kimmell stated that we need a more sophisticated understanding of the problem so that we can have a more sophisticated conversation about what to do. *Thomas P. Miller and Associates* Principal Consultant, Brian Points spoke to the Council about his work on this study. Brian stated that Palouse region housing is like no other city or town that he has visited in regard to the high cost. The purpose of the study is to determine what is

going on and why before we can come up with a solution. A steering committee, stakeholders and supporters have been developed to assist in gathering the data. The Council supported the research and were in agreement that affordable housing is very much needed in Pullman. Mr. Kimmell stated they have procured funds from their stakeholders to assist with the cost of doing this project. City Supervisor Adam Lincoln explained Pullman's contribution to this project will be proposed in future budget discussions and will require Council approval.

Fire Department
2017 Annual Report

Fire Chief Mike Heston reported that call volume for the fire department increased by two percent in 2017. There were a few staffing changes due to a retirement and turnover. The department continued to utilize the four-platoon staffing model on a trial basis. Numerous members took advantage of the National Fire Academy. The department put into service new self-contained breathing apparatus, portable radios received from an Assistance to Firefighters Grant of \$758,000 awarded in 2016, and a new fire engine.

Mayor Johnson adjourned the regular meeting of the City Council at 7:38 p.m. to convene the meeting of the Metropolitan Park District. Mayor Johnson adjourned the Metropolitan Park District meeting and reconvened the meeting of the regular City Council at 7:39 p.m.

ORDER OF BUSINESS

Approval of Recommendations of Consent Agenda Items

CONSENT AGENDA

Mayor Johnson reviewed the items on the Consent Agenda with the Council and audience. He stated that items listed on the Consent Agenda are considered to be routine in nature and will be enacted by a single motion of the Council without separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda by Council request.

Mayor Johnson asked if the Council would like any item to be removed for discussion. There

were none.

Councilmember Parks moved, Councilmember Records seconded to read Consent Agenda items by title only.

Motion Carried.

City Attorney McAloon read the items the Consent Agenda by title only.

Motions

- | | | |
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| Minutes -
August 7, 2018 | 1. | The Council dispensed with the reading of the minutes of the regular meeting of August 7, 2018, and approved them as submitted. |
| Minutes -
August 28, 2018 | 2. | The Council dispensed with the reading of the minutes of the regular meeting of August 28, 2018, and approved them as submitted. |
| Minutes -
September 5, 2018 | 3. | The Council dispensed with the reading of the minutes of the special meeting of September 5, 2018, and approved them as submitted. |
| Accounts Payable,
Payroll and
Electronic
Transfers
August 22, 2018 -
September 5, 2018 | 4. | The Council approved disbursements represented by account payable checks numbered 92779 through 92918 totaling \$2,987,475.78, payroll checks numbered 73528 through 73528 totaling \$111.04 and electronic transfers totaling \$56,625.21. |
| Pullman Pedestrian
Signal Improvement
Contact | 5. | A motion to accept Contract 17-07, Pullman Pedestrian Signal Improvements, as complete. |

Councilmember Wright moved, Councilmember Parks seconded to accept consent agenda as presented.

Motion Carried.

Regular Agenda

Ordinances

- | | | |
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| Ordinance No.
18-19
City of Pullman
Design Standards | 6. | Ordinance No. 18-19 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON RELATED TO TITLE 10 PUBLIC SERVICES AND UTILITIES, CHAPTER 10.44 PUBLIC WORKS |
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CONSTRUCTION, AND ADOPTING REVISED "CITY OF PULLMAN DESIGN STANDARDS" AND OTHER MATTERS PROPERLY RELATED THERETO.

Councilmember Sorensen moved to approve Ordinance No. 18-19 with the addition of adding the word Final to number five in the City of Pullman Design Standards in reference to Plats. Councilmember Chapman seconded.

Motion Carried.

Ordinance No.
18-20
City of Pullman
Standard
Construction
Specifications

7. Ordinance No. 18-20 - AN ORDINANCE ADOPTING REVISED "CITY OF PULLMAN STANDARD CONSTRUCTION SPECIFICATIONS"; AMENDING SECTION 10.44.010 OF THE PULLMAN CITY CODE AND PULLMAN CITY ORDINANCE NO. B-348 §1 (1977) AS LAST AMENDED BY ORDINANCE NO. 16-6 §1 (2016) AND OTHER MATTERS RELATING PROPERLY THERETO.

Councilmember Sorensen requested the wording "or lessor" be removed from page 2A and 2B in notes under item three as there should not be an option for lesser thickness of asphalt than two and one half inches over ten inches of crushed rock. Councilmember Sorensen stated he still feels Pullman's standard paving minimum in residential areas should be three inches of asphalt over ten inches of crushed rock.

Councilmember Sorensen moved to approve Ordinance No. 18-20 with the language changes discussed in street thickness, Councilmember Macoll seconded.

Motion Carried.

Ordinance No.
18-21
Street Parking
Restrictions

8. Ordinance No. 18-21 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, RELATING TO PULLMAN CITY CODE TITLE 12, TRAFFIC, AMENDING PCC CHAPTER 12.25, REGARDING TIME LIMIT FOR STORING VEHICLES AND PLACING UNMOUNTED CAMPERS AND CANOPIES ON STREET RIGHT-OF-WAYS, AND OTHER MATTERS PROPERLY RELATED THERETO.

No Action Taken.

Ordinance No. 18-22
Street and Parking
Lot Time
Restrictions

9. Ordinance No. 18-22 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, RELATING TO PULLMAN CITY CODE TITLE 12, TRAFFIC, AMENDING PCC CHAPTER 12.25, REGARDING TIME LIMIT FOR STORING VEHICLES AND PLACING UNMOUNTED CAMPERS AND CANOPIES ON STREET RIGHT-OF-WAYS OR A PUBLIC PARKING LOT AND OTHER MATTERS PROPERLY RELATED THERETO.

Councilmember Records moved, Councilmember Parks seconded.

Motion Carried.

Resolutions

Resolution No. R-72-18 -
Electric Buses
Grant Application

10. Resolution No. R-72-18 - A RESOLUTION AUTHORIZING A CAPITAL ASSISTANCE GRANT APPLICATION TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION FOR REPLACING TWO DIESEL TRANSIT COACH BUSES WITH TWO FULLY ELECTRIC TRANSIT COACH BUSES.

Councilmember Wright moved, Councilmember Weller seconded.

Motion Carried.

Resolution No. R-73-18
Transit Fixed-Route
Services Grant
Application

11. Resolution No. R-73-18 - A RESOLUTION AUTHORIZING AN OPERATING ASSISTANCE GRANT APPLICATION TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION FOR SUSTAINING PULLMAN TRANSIT FIXED-ROUTE SERVICE.

Councilmember Macoll moved, Councilmember Parks seconded.

Motion Carried.

Resolution No. R-74-18
Dial-A-Ride Service
Grant Application

12. Resolution No. R-74-18 - A RESOLUTION AUTHORIZING AN OPERATING ASSISTANCE GRANT APPLICATION TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION FOR SUSTAINING PULLMAN TRANSIT DIAL-A-RIDE SERVICE.

Councilmember Weller moved, Councilmember Parks seconded.

Motion Carried.

Resolution No. R-75-18
Transit Technology
Grant Application

13. Resolution No. R-75-18 - A RESOLUTION AUTHORIZING A CAPITAL ASSISTANCE GRANT APPLICATION TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION FOR REPLACING PULLMAN TRANSIT'S BASE RADIO STATION ANTENNA, VEHICLE AND FACILITY VIDEO SYSTEM, AND EMPLOYEE SHIFT SCHEDULING SOFTWARE.

Councilmember Wright moved, Councilmember Macoll seconded.

Motion Carried.

Motions

Encounter
Ministries Property
Zone Change
Application

14. By motion, authorize City Supervisor Adam Lincoln to file a zone change application with the city of Pullman for the former Encounter Ministries property.

Councilmember Wright moved, Councilmember Parks seconded.

Motion Carried.

Discussions

New Library Logo

15. Library Director Joanna Bailey explained that as part of the recent User Experience project, Neill Public Library focused on the department's visual design and branding. The library's goal was to create consistent visual communication which cultivates and communicates the library's positive vibe to help community more easily recognize and connect with the library. Library Director Bailey explained that the group developed three different iterations: black and white, colored with a white background and fully colored with a dark blue background. Staff is asking Council for input. Council liked the design, color, font and simplicity of the logo but expressed concern that the words City of Pullman or city logo was nowhere on the library logo.

WSDOE Decant
Facility Project
Grant

16. Public Works Director Kevin Gardes advised the Council that design and construction of a new city decant facility has been approved through the city's CIP process. Grading of the site is scheduled for 2019 and construction is planned for 2020. Staff requested authorization to submit a grant application to the Washington State Department of Ecology's Stormwater Financial Assistance Program to cover a portion of the cost of design and construction of the new facility. If funded, an engineering consulting firm will be selected to assist city staff with the design and construction of the project. Staff will be returning to Council to request approval for submitting the application before the October 15, 2018 deadline.

New Business

Councilmember Weller brought to the Council's attention Pullman's need for a warming shelter plan with the temperatures getting colder for our homeless population. Councilmember Weller advised he has spoken with City Supervisor Lincoln on this subject and asked for the Council's opinion on possibly using the Encounter Ministries building since the city of Pullman is not scheduled to move into the building until 2019-2020. The Council was in agreement there is a need and suggested Councilmember Weller continue his research and return to the Council with his findings for further discussion.

Councilmember Records advised that he had visited area parks since the last Council meeting discussion about city parks playground equipment. He took pictures of the broken or damaged equipment. Councilmember Records wanted to applaud the Parks Department for their immediate response to fix the issues.

ADJOURNMENT

Councilmember Weller moved, Councilmember Parks seconded to adjourn the executive session of the City Council.

Motion carried.

Mayor Johnson adjourned the executive session meeting of the City Council at 8:41 p.m.

City Clerk