

MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
MARCH 29, 2016

Roll Call

A regular meeting of the City Council of the City of Pullman was held on March 29, 2016, at 7:00 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
Leann L. Hubbard	Finance Director
Jeff Hawbaker	Councilmember
Fritz Hughes	Councilmember
Eileen Macoll	Councilmember
Ann Parks	Councilmember
Al Sorensen	Councilmember
Nathan Weller	Councilmember
Pat Wright	Councilmember

Call to Order

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

Announcements

Mayor Johnson made four announcements.

Report

Library Annual Report

Library Director Bailey presented the 2015 annual library report, which included details on: finances; investment; supplemental funding; library visits, cardholders, and circulation; staffing; community programs and meeting spaces; volunteers; and 21st century job and technology resources. She played four animated public service announcement videos created by the fourteen students of the WSU's Digital Technology and Culture's senior class.

Report

2015 Year-End Financial Report

Finance Director Hubbard presented the 2015 year-end financial report. Actual 2015 general fund revenue was above budget and actual 2015 expenditures were below budget. As expected, 2015 actual expenditures exceed revenue by \$1,000,247. The 2015 projected ending cash balance increased \$958,111 due to actual revenue exceeding the October 2015 projection. After the December 8, 2015 Council approved 2016 budget deferments and reductions, the 2016 year end reserve is projected to be 16.4 percent of the 2016 operating budget.

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. Councilmember Hughes moved, Councilmember Weller seconded to read the Consent Agenda by title only.

Motion Carried.

City Attorney McAloon read the items on the Consent Agenda by title only. Mayor Johnson asked if there were any requests for removal of items from the Council. There were none. Councilmember Wright moved, Councilmember Hughes seconded to adopt the Consent Agenda as presented.

Motion Carried.

Motions

- Minutes - March 8, 2016 1. The Council dispensed with the reading of the minutes of the regular meeting of March 8, 2016, and approved them as submitted.
- Minutes - March 12, 2016 2. The Council dispensed with the reading of the minutes of the special meeting of March 12, 2016, and approved them as submitted.
- Accounts Payable, Payroll and Electronic Transfers - March 1, 2016 to March 21, 2016 3. The Council approved disbursements represented by accounts payable checks numbered 82494 through 82746 totaling \$2,810,409.26 inclusive, payroll checks numbered 69267 through 69410 totaling \$157,398.51 inclusive, and electronic transfers totaling \$1,070,201.29 for March 1, 2016 to March 21, 2016.
- S.R 270 and Terre View Drive Sanitary Trunk Sewer, Contract 13-05 4. The Council accepted the S.R. 270 and Terre View Drive Sanitary Trunk Sewer, Contract 13-05, as complete.
- Shirrod Family Memorial Fund for Heritage Addition Maintenance Services 5. The Council recommended to the Pullman Community Advisory Committee of the Inland Northwest Community Foundation funding the Neill Public Library request of \$44,627 from the Shirrod Family Memorial Fund for Heritage Addition maintenance services and carpet replacement.

Resolutions

- Resolution No. R-14-16 - Public Hearing Date for Transit Service Levels 6. Resolution No. R-14-16
A RESOLUTION SETTING A DATE FOR A PUBLIC HEARING TO CONSIDER CHANGE TO TRANSIT SERVICE LEVELS BEGINNING WITH THE 2016-2017 SCHOOL YEAR.
Resolution No. R-14-16 was adopted unanimously.
- Resolution No. R-15-16 - Transfer Grand Avenue Storage & Supply LLC Land Lease 7. Resolution No. R-15-16
A RESOLUTION PROVIDING CONSENT TO TRANSFER A LAND LEASE FROM GRAND AVENUE STORAGE & SUPPLY LLC TO MR. CLINT COLE.
Resolution No. R-15-16 was adopted unanimously.

REGULAR AGENDA

Ordinance and Resolution

- Ordinance No. 16-3 - Adding Shoreline Master Program to a New Chapter 16.55 of Pullman City Code 8a. Mayor Johnson announced that an ordinance has been prepared to add a new chapter 16.55 to Pullman City Code. Planning Director Dickinson reported on the history of the Shoreline Master Program and recommended passing the ordinance. Councilmember Sorensen asked if there will be many

changes from the Department of Ecology (DOE). Planning Director Dickinson responded the DOE rarely approves as-is, but the DOE has gotten the Plan and given back comments so there should be minor changes.

Ordinance No. 16-3 by title only reads as follows:

AN ORDINANCE OF THE CITY OF PULLMAN, WASHINGTON, RELATING TO ENVIRONMENT, ADDING A NEW CHAPTER 16.55, SHORELINE MASTER PROGRAM, TO THE PULLMAN CITY CODE AND OTHER MATTERS PROPERLY RELATED THERETO.

Councilmember Sorensen moved, Councilmember Weller seconded to adopt Ordinance No. 16-3. The motion carried unanimously.

Resolution 8b.
No. R-16-16 - Fee
Schedule for
Pullman City Code
Chapter 16.55

Mayor Johnson announced that a resolution has been prepared to adopt a fee schedule for charges authorized pursuant to the provision of Pullman City Code Chapter 16.55. Planning Director Dickinson reported on the fee schedule.

Resolution No. R-16-16 by title only reads as follows:

A RESOLUTION ADOPTING A FEE SCHEDULE FOR CHARGES AUTHORIZED PURSUANT TO THE PROVISIONS OF PULLMAN CITY CODE CHAPTER 16.55.

Councilmember Sorensen moved, Councilmember Wright seconded to adopt Resolution No. R-16-16. The motion carried unanimously.

Ordinance

Ordinance 9.
No. 16-4 - City
Code Revisions for
Shoreline Master
Program and
Historic
Preservation
Program

Mayor Johnson announced that an ordinance has been prepared to revise administrative appeals for the city's Shoreline Master Program and Historic Preservation Program. Planning Director Dickinson reported on these revisions and recommended passing the ordinance.

Ordinance No. 16-4 by title only reads as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, RELATING TO TITLE 16, ENVIRONMENT, APPEALS AND HEARINGS, AMENDING PULLMAN CITY CODE SECTION 16.39.170 AND PULLMAN CITY ORDINANCE NOS. 07-28 §3 (2007), 98-2 §1 (1998), 96-6 §1 (1996) AND 84-25 §21 (1984) OTHER MATTERS PERTAINING THERETO.

Councilmember Wright moved, Councilmember Weller seconded to adopt Ordinance No. 16-4. The motion carried unanimously.

Resolutions

Resolution 10.
No. R-17-16 -
Amend Consent
Decree with The
Lands Council

Mayor Johnson announced that a resolution has been prepared to amend the consent decree between the City of Pullman and The Lands Council. Public Works Director Gardes reported on the history and status of the consent decree. Mayor Johnson asked if 2018 was a long enough timeframe. Public Works Director Gardes confirmed 2018 was long enough for project completion.

Resolution No. R-17-16 by title only reads as follows:

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AMENDMENT TO CONSENT DECREE BETWEEN THE CITY OF PULLMAN AND THE LANDS COUNCIL, FOR THE PURPOSE OF ADDRESSING WASTEWATER AND STORMWATER ISSUES.

Councilmember Sorensen moved, Councilmember Weller seconded to adopt Resolution No. R-17-16. The motion carried unanimously.

Resolution 11.
No. R-18-16 -
Washington State
Department of
Enterprise
Services
Interagency
Agreement

Mayor Johnson announced that a resolution has been prepared executing an interagency agreement with Washington State Department of Enterprise (DES). Public Works Director Gardes requests a comprehensive review of the heating, ventilation and air conditioning (HVAC) systems utilizing the State of Washington's pre-qualified list of Energy Services Companies (ESCO) requiring first entering into an Interagency Agreement with the DES. There is no cost for the preliminary assessment to estimate energy savings and research potential rebates and grants. Councilmember Weller asked when was the last HVAC review. Public Works Director Gardes responded there has not been a review since the city operates, maintains and repairs the HVAC on an as needed basis.

Resolution No. R-18-16 by title only reads as follows:

A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERAGENCY AGREEMENT BETWEEN THE CITY OF PULLMAN AND WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES TO PROVIDE ENERGY/UTILITY CONSERVATION PROJECT MANAGEMENT AND MONITORING SERVICES.

Councilmember Wright moved, Councilmember Weller seconded to adopt Resolution No. R-18-16. The motion carried unanimously.

Motion

Transit 12.
Customer Service
position change
to Dispatch

Mayor Johnson announced a motion is requested to approve Transit Customer Service (part-time) position change to Dispatcher (part-time). Public Works Director Gardes reported on the background and recommended a motion.

Councilmember Weller moved, Councilmember Sorensen seconded to approve the Transit Customer Service (part-time) position change to Dispatcher (part-time). The motion carried unanimously.

DISCUSSION

Arts Commission-13.
Utility Box Art

Library Director Bailey announced the Pullman Arts Commission (PAC) is forwarding for Council's consideration photographs from artist Ken Carper to be used to wrap the first utility box on the corner of Main and Grand Avenue. Pullman Arts Commissioner Danica Wixom reported no single photo will cover all four sides and the photos should be different enough to make the seam look purposeful and clean. Councilmember Parks asked how long the wrap is expected to last. Wixom answered six to ten years. Councilmember Macoll asked how long the specific photos are going to be on the exhibit. Wixom said it was experimental at this point. PAC Chair Chelsea Whitney clarified

that they expect to rotate the exhibits after all utility boxes are wrapped. Councilmember Weller noted these photos are much better options than previously presented. He trusts the PAC and artist Ken Carper to choose any of these photos. He asked if the material is easily cleaned of graffiti. Wixom said they haven't looked into cleaning. Mayor Johnson replied Allegra Printing did look into cleaning and the exhibits can be easily cleaned. Councilmember Hughes stated he would defer photo selection to Carper. Mayor Johnson queried Council. Their response: all concur to defer photo selection to Carper. Mayor Johnson thanked the PAC for their hard work.

NEW BUSINESS

Mayor Johnson asked if there was any new business. There was no new business.

ADJOURNMENT

Councilmember Wright moved, Councilmember Weller seconded to adjourn the regular meeting of the City Council.

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 8:06 p.m.