

MINUTES OF THE CITY COUNCIL  
 OF THE CITY OF PULLMAN  
 APRIL 26, 2016

**Roll Call**

A regular meeting of the City Council of the City of Pullman was held on April 26, 2016, at 7:00 p.m. in the 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 six announcements.

**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 Wright 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 Hughes moved, Councilmember Weller seconded to adopt the Consent Agenda as presented.

Motion Carried.

**Motions**

- |   |    |  |
|---|----|--|
| Minutes -<br>April 12,<br>2016  | 1. | The Council dispensed with the reading of the minutes of the special meeting of April 12, 2016, and approved them as submitted.  |
| Accounts Pay-<br>able, Payroll and<br>Electronic<br>Transfers - April<br>5, 2016 to April<br>18, 2016 | 2. | The Council approved disbursements represented by accounts payable checks numbered 82906 through 83064 totaling \$1,847,766.60 inclusive, payroll checks numbered 69411 through 69524 totaling \$126,819.09 inclusive, and electronic transfers totaling \$1,550,376.53 for April 5, 2016 to April 18, 2016. |
| Transit<br>Shelter License<br>Agreement   | 3. | The Council authorized execution of a transit shelter license agreement between the city of Pullman and Wal-Mart Stores, Inc.  |

Lodging Tax Grant -Pullman Arts Commission 4. The Council approved a Lodging Tax Grant to Pullman Arts Commission in an amount of \$1,500 for the Pullman ArtWalk.

Lodging Tax Grant -Pullman Summer Series 5. The Council approved a Lodging Tax Grant to Pullman Summer Series in an amount of \$10,000 for the Pullman Summer Series Baseball Tournaments.

### **Resolutions**

Resolution No. R-22-16 - Transfer Land Lease 6. Resolution No. R-22-16  
A RESOLUTION PROVIDING CONSENT TO TRANSFER A LAND LEASE FROM GRAND AVENUE STORAGE & SUPPLY LLC TO PULLMAN COMMUNITY BUILDING LLC.

Resolution No. R-22-16 was adopted unanimously.

Resolution No. R-23-16 - Right of Access Agreement 7. Resolution No. R-23-16  
A RESOLUTION AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO RIGHT OF ACCESS AGREEMENT BETWEEN THE CITY OF PULLMAN AND WASHINGTON STATE UNIVERSITY, AN INSTITUTION OF HIGHER EDUCATION AND AGENCY OF THE STATE OF WASHINGTON, TO EXTEND THE TERM THROUGH JUNE 30, 2026.

Resolution No. R-23-16 was adopted unanimously.

### **REGULAR AGENDA**

#### **Public Hearing**

Transit Service Levels 8. Transit Manager Thompson reported that staff has reviewed transit route efficiencies, through driver and public feedback as well as monitoring the system's ridership and financial standing. Findings were slack times at the transfer station, duplicate routes and low ridership on Hopkins Court and Grimes Way routes. Solutions are to make a four-route daytime system year-round, eliminate duplicate service in Route A, reverse Routes E and I, increase the Loop Route from 35 minutes to 45 minutes, add service to the Loop Route to cover what is being eliminated in Route J, eliminate Route J, and eliminate day service on Hopkins Court and Grimes Way. Transit Administrative Supervisor Radar detailed the route changes and effects. He reported these changes will not change service but will reduce transit hours by 800 per year. Councilmember Hughes thanked the staff for their work and input and said we can try it to see what happens. Councilmember Sorensen questioned the service at Grand and Stadium way. Transit Administrative Supervisor Radar clarified that this is serviced by the Loop Route which will be changed from 35 minutes to 45 minutes. Councilmember Weller asked about the impacts of the Where's My Bus app, will the Loop Route continue to service Community Action Center (CAC), and are there discussions to service the airport. Transit Administrative Supervisor Radar reported the app is actually being updated and upgraded, the Loop Route will continue to service CAC, and there is not discussions to service the airport. He said the problem with service to the airport is space for the bus to turn around. Councilmember Macoll asked

what is the timeframe for these changed routes. Transit Administrative Supervisor Radar reported zero to two years. Transit Manager Thompson recommended to hold a public hearing to consider changes to Pullman Transit service levels beginning with the 2016-2017 school year.

At 7:48 p.m. Mayor Johnson opened the public hearing.

There were no public comments or questions.

At 7:49 p.m. Mayor Johnson closed the public hearing.

## Ordinance

Ordinance  
No. 16-5 -  
Moratorium  
Extension

9. Mayor Johnson announced that an ordinance has been prepared extending a moratorium. City Attorney McAloon discussed on November 10, 2015, the City Council passed an ordinance for a moratorium on the establishment of any marijuana retail business, production facility or processing facility, and establishing an end date of May 10, 2016. The city Planning staff and the Planning Commission have been conducting research to analyze the effects of the various legal requirements. They have determined that additional time is necessary to fully evaluate the situation and develop any additional recommendations regarding current and potential City ordinances. It is recommended to adopt an ordinance to extend a six-month moratorium on the establishment of any marijuana retail business, production facility or processing facility.

Ordinance No. 16-5 by title only reads as follows:

AN ORDINANCE OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, EXTENDING A MORATORIUM ESTABLISHED BY ORDINANCE NO. 15-18, IN REGARD TO THE ESTABLISHMENT OF ALL NEW MARIJUANA PRODUCERS, MARIJUANA PROCESSORS, MARIJUANA RETAILERS, MARIJUANA RESEARCHERS, MARIJUANA TRANSPORT AND DELIVERY USES, AND MARIJUANA COOPERATIVES, LICENSED BY OR REGISTERED WITH THE WASHINGTON STATE LIQUOR AND CANNABIS BOARD; AND PROVIDING FOR OTHER MATTERS RELATED THERETO.

Councilmember Wright moved, Councilmember Macoll seconded to pass Ordinance No. 16-5. The motion carried unanimously.

## Resolutions

Resolution  
No. R-24-16 -  
Accept Bid of  
Motley-Motley,  
Inc. for  
Accelerated  
Street  
Resurfacing 2016

10. Mayor Johnson announced that a resolution has been prepared to accept the bid of Motley-Motley, Inc. for accelerated streets resurfacing. Public Works Director Gardes reported on the scope of contract 16-05, Accelerated Streets Resurfacing 2016, which provides for the resurfacing of Irving Street from State Street to Fisk Street, Charlotte Street from Harrison Street to Cleveland Street, Fisk Street from Sunset Drive to Harrison Street, Olsen Street from State Street westerly along north side of Gladish, and City Playfield Path. The project also includes paving. He recommended to adopt the resolution accepting the bid of Motley-Motley, Inc. for accelerated streets resurfacing.

Resolution No. R-24-16 by title only reads as follows:

A RESOLUTION ACCEPTING THE BID OF MOTLEY-MOTLEY, INC. FOR ACCELERATED STREETS RESURFACING 2016 AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

Councilmember Macoll moved, Councilmember Weller seconded to adopt Resolution No. R-24-16. The motion carried unanimously.

Resolution  
No. R-25-16 -  
Accept Bid of  
Northeast  
Electric, LLC.  
for North Grand  
at Ritchie  
Pedestrian  
Crossing

11.

Mayor Johnson announced that a resolution has been prepared to accept the bid of Northeast Electric, LLC. for North Grand at Ritchie Pedestrian Crossing. Public Works Director Gardes reported on the scope of contract 14-05, North Grand at Ritchie Pedestrian Crossing, that provides for the construction of a pedestrian hybrid signal. It also includes construction of new ADA curb ramps, illumination, pavement markings, permanent signing and other necessary work. He recommended to adopt the resolution accepting the bid of Northeast Electric, LLC. for North Grand at Ritchie Pedestrian Crossing.

Resolution No. R-25-16 by title only reads as follows:

A RESOLUTION ACCEPTING THE BID OF NORTHEAST ELECTRIC, LLC FOR N. GRAND AT RITCHIE PEDESTRIAN CROSSING AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

Councilmember Weller moved, Councilmember Macoll seconded to adopt Resolution No. R-25-16. The motion carried unanimously.

Resolution  
No. R-26-16 -  
Existence of an  
Emergency

12.

Mayor Johnson announced that a resolution has been prepared to make a finding that an emergency situation existed related to a water main break in North Grand Avenue, and ratify the award of a repair contract without public bidding. Public Works Director Gardes reported on the background of the water main break and recommended adoption of the resolution finding the existence of an emergency. Councilmember Sorensen thanked the city staff that did a great job. Mayor Johnson thanked Motley-Motley, Inc. for their immediate response to help the city. Councilmember Hughes asked about the results of the lab tests. Public Works Director Gardes responded the eleven samples were all clean and thanked Anatek Labs of Moscow for staying open after business hours to test the samples. Councilmember Macoll asked what was the age of the pipe. Public Works Director Gardes responded 1950. Councilmember Weller asked if there was an emergency shut off. Public Works Director Gardes responded that there are valves all over the distribution system so shut offs are in place everywhere. Councilmember Weller asked about the notification system. Mayor Johnson responded that WSU put out an alert that every student is required to use. Public Works Director Gardes reported on the city news releases. Police Chief Jenkins reported on the Pullman Police Department's twitter, facebook, and the Everbridge system notices. He stated the Everbridge system was implemented August 2014 and is very efficient but it will only contact the

people who have signed up for the system. The Pullman Police Department issued a press release today requesting people to sign up with the Everbridge system, will include a request in the water bill statements, and will review other methods to inform people to sign up. It is requested to adopt the resolution making a finding that an emergency situation existed related to a water main break in North Grand Avenue, and ratify the award of all contracts awarded to effect repairs.

Resolution No. R-26-16 by title only reads as follows:

A RESOLUTION OF THE CITY COUNCIL, CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, FINDING THE EXISTENCE OF AN EMERGENCY DUE TO A WATER MAIN BREAK ON NORTH GRAND AVENUE BETWEEN STADIUM WAY AND NYE STREET, WAIVING THE CITY'S PROCUREMENT POLICY AND OTHER MATTERS PROPERLY RELATING THERETO.

Councilmember Weller moved, Councilmember Macoll seconded to adopt Resolution No. R-26-16. The motion carried unanimously.

#### **Motion**

Adopt  
City Council  
Goals for 2016

13. City Supervisor Workman reported on the background of the ten City Council goals for 2016, requested any modifications, informed Council that the nineteen administrative items have been assigned to staff, then recommended a motion to adopt the City Council goals for 2016.

Councilmember Hughes moved, Councilmember Weller seconded to adopt the City Council goals for 2016.  
Motion Carried.

#### **NEW BUSINESS**

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

#### **ADJOURNMENT**

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

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 8:23 p.m.