

City Motto: HIGH Tech, HIGHER Education, HIGHEST Quality of Life

City Mission Statement: The mission of the City of Pullman is to provide the highest quality of life through essential infrastructure, public safety, recreation, and welcoming growth within the constraints of fiscally responsible government.

The Pullman City Council welcomes you to tonight's meeting. The Council appreciates and encourages public participation. For regular agenda items, an opportunity for public comment is usually provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations will be placed on the time allowed for comments. Citizens wishing to comment on business which is not on the agenda will be provided the opportunity to do so under NEW BUSINESS. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" on the public information table in the City Council Chambers. Thank you for your interest in City government.

A. Roll Call: _____ Francis Benjamin _____ Barney Waldrop
 _____ Keith Bloom _____ Nathan Weller
 _____ Jeff Hawbaker _____ Pat Wright
 _____ Bill Paul

B. Announcements

C. Consent Agenda

The items listed under 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 and placed on the Regular Agenda by Council action.

Motions

1. Dispense with the reading of the minutes of the regular meeting of June 15, 2010, and approve them as submitted.
2. A motion to approve Accounts Payable Checks, Payroll Checks, and Electronic Transfers for July, 2010.
3. A motion to refer a Claim for Damages submitted by Robert Luhning for the sum of \$1,777.26 to Washington State Transit Insurance Pool (WSTIP).

4. A motion to ratify Change Order No. 1 to Contract No. 09-18, Well No. 6 Pump Replacement Project.

Resolutions

5. Resolution No. R-55-10 - A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE SECOND AMENDMENT TO FEDERAL TRANSIT ADMINISTRATION OPERATING ASSISTANCE GRANT AGREEMENT (GCA6146) TO ADD FTA 5311 FUNDS AND STATE RURAL MOBILITY FUNDS.
6. Resolution No. R-56-10 - A RESOLUTION AUTHORIZING THE 2010-2011 SCHOOL YEAR SERVICE EXTENSION FEE AGREEMENT BETWEEN THE CITY OF PULLMAN AND THE PULLMAN SCHOOL DISTRICT NO. 267 FOR THE PURPOSE OF PROVIDING TRANSPORTATION FOR STUDENTS ON THE PULLMAN TRANSIT SYSTEM.
7. Resolution No. R-57-10 - A RESOLUTION APPROVING THE EXECUTION OF A RELEASE OF EASEMENT FOR WAL-MART REAL ESTATE TRUST, A DELAWARE STATUTORY TRUST, AND AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO SIGN THE RELEASE OF EASEMENT.
8. Resolution No. R-58-10 - A RESOLUTION ACCEPTING THE BID OF KACI GENERAL CONTRACTOR FOR TRANSIT OFFICES REMODEL AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

Ordinance

9. Ordinance No. 10-12 - AN ORDINANCE ACCEPTING A RESTRICTED MONETARY DONATION FROM INLAND NORTHWEST COMMUNITY FOUNDATION FROM THE SHIRROD FAMILY MEMORIAL FUND TO THE NEILL PUBLIC LIBRARY TO SUPPORT THE SHIRROD HERITAGE ADDITION.

D. Regular Agenda

Ordinances

10. Ordinance No. 10-13 - AN ORDINANCE ADOPTING REVISED "STANDARD CONSTRUCTION SPECIFICATIONS" APPLICABLE WITHIN THE CITY OF PULLMAN; AMENDING SECTION 10.44.010 OF THE PULLMAN CITY CODE AND PULLMAN CITY ORDINANCES NOS. B-348 §1(1977), 80-16 §1(1980), 81-9 §1(1981), 83-6 §1(1983), 89-7 §1(1989), 91-6 §1(1991), 94-5 §1(1994), 97-10 §1(1997), 98-10 §1(1998), 00-11 §1(2000), 02-14 §1(2002), 04-37 §1(2004), 07-1 §1(2007) AND 08-7 §1(2008) AND OTHER MATTERS RELATING PROPERLY THERETO.

11. Ordinance No. 10-14 - AN ORDINANCE AMENDING ORDINANCE NO. 09-32 ADOPTED DECEMBER 8, 2009, AND ENTITLED "AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF PULLMAN FOR THE YEAR 2010".

Discussions

12. Fireworks Education and Enforcement Efforts
13. Wellness Program Annual Report
14. Current Economic Conditions

E. New Business

Members of the public may bring items of new business to the attention of the Council under this agenda item. However, we strongly encourage advising the Mayor or City Supervisor of your intention prior to the meeting to ensure the item is properly an item of new business and, if not, if the matter could be addressed in some other manner.

- F. Executive Session - Labor Negotiations, Litigation or Pending Litigation, Evaluate the Qualifications of an Applicant for Public Employment, and Consider the Minimum Price at Which Real Estate Will be Offered for Sale or Lease
- G. Tentative Council Agenda for July 20, 2010
 - Public Hearing - CIP
 - Public Hearing - TIP
 - Public Hearing - Alley Vacation
 - Lodging Tax Grants
 - Arts Commission Presentation

Tentative Planning Commission Agenda for July 28, 2010
College Hill Design Review Discussion

Tentative Board of Adjustment Agenda for July 19, 2010 - Canceled

THE COUNCIL CHAMBERS ARE ACCESSIBLE TO PERSONS WITH DISABILITIES. PERSONS REQUIRING SPECIAL ACCOMMODATIONS, SHOULD CONTACT THE FINANCE DEPARTMENT BEFORE 5:00 P.M. THE MONDAY PRECEDING THE COUNCIL MEETING. THE FINANCE DEPARTMENT IS LOCATED ON THE FIRST FLOOR OF CITY HALL, 325 SE PARADISE STREET, PULLMAN, WA 99163. TELEPHONE NUMBER 338-3209 or 338-3208, FAX NUMBER 334-2751, ADD NUMBER 7-1-1.

MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
JUNE 15, 2010

Roll Call

A regular meeting of the City Council of the City of Pullman was held on June 15, 2010, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
William F. Mulholland	Finance Director
Francis Benjamin	Councilmember
Keith Bloom	Councilmember
Jeff Hawbaker	Councilmember
Bill Paul	Councilmember
Barney Waldrop	Councilmember
Nathan Weller	Councilmember
Pat Wright	Councilmember

Call to Order

Mayor Johnson called the regular meeting to order at 7:30 p.m. Councilmember Bloom moved, Councilmember Waldrop seconded to excuse Councilmember Benjamin from the meeting.

Motion Carried.

Announcements

Mayor Johnson made three announcements. Mayor Johnson stated that this was Police Chief Weatherly's last Council meeting after 30 years and he presented him with a Certificate of Appreciation. The Council all stood and applauded in his honor.

Report

Fireworks

Mayor Johnson advised that a report on fireworks was in the Council packet. He asked if there were any questions on this report. There were none.

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 and placed on the Regular Agenda by Council request. Councilmember Bloom moved, Councilmember Weller seconded to read the items on 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 the Council had any requests for removal of items from the Consent Agenda. There were none. Mayor Johnson requested that item No. 3, 9 and 14 be removed for separate discussion and that item No. 7 be pulled off entirely. Councilmember Bloom moved, Councilmember Wright seconded to adopt the Consent Agenda.

Motion Carried.

Motions

- | | | |
|---|----|---|
| Minutes - June 8, 2010 | 1. | The Council dispensed with the reading of the minutes of the regular meeting of June 8, 2010, and approved them as submitted. |
| Skyline Base Station Electrical Upgrades Complete | 2. | The Council accepted as complete Contract No. 09-16, Skyline Base Station Electrical Upgrades. |
| Change Order on Pullman/Moscow Regional Airport Fire Flow | 4. | The Council ratified Change Order No. 1 to Contract No. 08-22, Pullman/Moscow Regional Airport Fire Flow System. |
| Lodging Tax Grant - Pullman Youth Baseball | 5. | The Council approved a Lodging Tax Grant to Pullman Youth Baseball Palouse Summer Classic baseball tournament in the amount of \$2,700. |
| Lodging Tax Grant - Inland Empire Coin Club | 6. | The Council approved a Lodging Tax Grant to Inland Empire Coin Club in the amount of \$250. |
| Lodging Tax Grant - P-Town Showdown | 8. | The Council approved a Lodging Tax Grant to P-Town Showdown in the amount of \$3,000. |

Resolutions

- | | | |
|--|-----|---|
| Resolution No. R-44-10 - Transit Grant | 10. | Resolution No. R-44-10

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF AN AMENDMENT TO A FEDERAL TRANSIT ADMINISTRATION 5311 ARRA CAPITAL GRANT AGREEMENT (GCA6340) FOR MULTIPLE PULLMAN TRANSIT TECHNOLOGY PROJECTS. |
|--|-----|---|

Resolution No. R-44-10 was adopted unanimously.

Resolution No. 11.
R-45-10 - Public
Hearing Date

Resolution No. R-45-10

A RESOLUTION SETTING A DATE FOR A PUBLIC HEARING ON THE VACATION OF A PORTION OF AN ALLEY EAST OF MONROE STREET, BETWEEN OAK STREET AND CAMPUS STREET.

Resolution No. R-45-10 was adopted unanimously.

Resolution No. 12.
R-46-10 - Surplus
Property

Resolution No. R-46-10

A RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS TO THE NEEDS OF THE CITY OF PULLMAN AND AUTHORIZING THE DONATION OF SAID SURPLUS PROPERTY, TO-WIT: BICYCLES TO INTERNATIONAL FRIENDSHIP ASSOCIATION, A NON-PROFIT CHARITABLE ORGANIZATION.

Resolution No. R-46-10 was adopted unanimously.

Resolution No. 13.
R-47-10 - Waterline
Easement

Resolution No. R-47-10

A RESOLUTION ACCEPTING A WATERLINE EASEMENT FROM PULLMAN SCHOOL DISTRICT NO. 267.

Resolution No. R-47-10 was adopted unanimously.

Resolution No. 15.
R-49-10 - Central
Business District
Street Lighting
Improvement Project

Resolution No. R-49-10

A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF PULLMAN AND DESIGN WEST ARCHITECTS, FOR THE CENTRAL BUSINESS DISTRICT STREET LIGHTING IMPROVEMENTS PROJECT.

Resolution No. R-49-10 was adopted unanimously.

Resolution No. 16a.
R-50-10 - Public
Hearing Date

Resolution No. R-50-10

A RESOLUTION SETTING JULY 20, 2010 AS THE DATE FOR A PUBLIC HEARING FOR THE ADOPTION OF A SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF PULLMAN FOR THE YEARS 2011 THROUGH 2016.

Resolution No. R-50-10 was adopted unanimously.

Resolution No. 16b.
R-51-10 - Public
Hearing Date

Resolution No. R-51-10

A RESOLUTION SETTING JULY 20, 2010 AS THE DATE FOR A PUBLIC HEARING FOR THE ADOPTION OF A SIX-

YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE
CITY OF PULLMAN FOR THE YEARS 2011 THROUGH 2016.

Resolution No. R-51-10 was adopted unanimously.

REGULAR AGENDA

Motions

- Whitman County Humane Society Contract 3. Mayor Johnson announced that this item had been pulled from the Consent Agenda as there were some typos and items that had to be corrected. City Attorney McAloon presented the staff report and went through the changes.

Councilmember Paul moved, Councilmember Benjamin seconded to authorize a contract with the Whitman County Humane Society, Inc. for calendar year 2010.

- Strategic Mapping Contract 9. Mayor Johnson announced that this item had been pulled from the Consent Agenda. City Attorney McAloon stated that there were some errors in the document and replacements had been received.

Councilmember Waldrop moved, Councilmember Bloom seconded to approve a contract with Strategic Mapping for installation and support of a GPS/AVL data collection and enunciation system.

Resolution

- Resolution No. R-48-10 - Trail Lease 14. Mayor Johnson announced that this item had been removed from the Consent Agenda. He stated that a map had been intervertantly left off the lease. The map was presented to the Council.

Councilmember Bloom moved, Councilmember Weller seconded to adopt Resolution No. R-48-10. The motion carried unanimously.

**Public Hearing and
Motions**

- Ordinance No. 10-10 - Prezone Classification 17a. Mayor Johnson announced that a public hearing is scheduled on an ordinance amending the prezone classification for approximately 134 acres of land known as the Mader property. A motion is scheduled to adopt the findings of fact and conclusions and a motion to adopt the ordinance amending the prezone.

Planning Director Dickinson presented the staff report on the background for the request. He

stated this is the second hearing on the proposal with the first hearing being on May 11, 2010. This change would be for approximately 134 acres located east of Brayton Road. He stated the recommendation of staff was to approve the change.

Mayor Johnson opened the public hearing at 7:44 p.m.

Becky Thorgaard stated that she does not live by the property, but said the area was a resource for the community and the valley needed to be treated as a preserve. We were not the first people to live here and we certainly will not be the last, but we are stewards of the land and we need to treat it with respect. She wanted to keep the wetlands as wetlands.

Janice Brown indicated she lived on Military Hill and was concerned. She wanted to make certain that any annexation would include set asides for parks and schools. Planning Director Dickinson responded that this is normally done as part of the development. The developer will leave parcels of land for schools as well as for park areas.

Mayor Johnson closed the public hearing at 7:50 p.m.

Councilmember Benjamin moved, Councilmember Bloom seconded to adopt the Findings of Fact and Conclusions. The motion carried unanimously.

Ordinance No. 10-10 reads as follows:

AN ORDINANCE AMENDING THE PREZONE CLASSIFICATION FROM R2 TO R1 FOR THE REAL ESTATE HEREIN DESCRIBED CONSISTING OF APPROXIMATELY 134 ACRES LOCATED ON THE EAST SIDE OF BRAYTON ROAD APPROXIMATELY ONE-HALF MILE SOUTHEAST OF THE INTERSECTION OF BRAYTON ROAD AND ARMSTRONG ROAD.

Councilmember Waldrop moved, Councilmember Weller seconded to adopt Ordinance No. 10-10. The motion carried unanimously.

Resolution and
Ordinance

Resolution No. 18a.
R-52-10 - Final Plat
of Whispering Hills
Subdivision No. 5

Mayor Johnson announced that a resolution and ordinance had been prepared relating to Whispering Hills Subdivision No. 5. Public Works Director Workman presented the staff report and concluded that the resolution should be adopted.

Councilmember Benjamin was concerned with the two private drives and he wanted to make certain that individuals in the area knew that the City would not be maintaining those private drives. Councilmember Bloom wanted language added saying that the City will not maintain Arrowleaf and Snowberry Lanes. City Attorney McAloon mentioned that the items were indicated as private. The decision was made to note the fact that the City would not be maintaining the roads as part of the notes.

Resolution No. R-52-10 by title only reads as follows:

A RESOLUTION APPROVING THE FINAL PLAT OF WHISPERING HILLS SUBDIVISION NO. 5 AND AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO SIGN THE FINAL PLAT.

Councilmember Bloom moved, Councilmember Weller seconded to adopt Resolution No. R-52-10 with plat notes indicating that the City would not maintain the two private streets. The motion carried with Councilmember Paul voting nay.

Ordinance No. 18b.
10-11 - Whispering
Hills No. 5 Final
Plan

Mayor Johnson announced that an ordinance had been prepared adopting the final plan of Whispering Hills No. 5 Planned Residential Development. Planning Director Dickinson presented the staff report. There was no discussion.

Ordinance No. 10-11 by title only reads as follows:

AN ORDINANCE APPROVING THE FINAL PLAN OF THE WHISPERING HILLS NO. 5 PLANNED RESIDENTIAL DEVELOPMENT LOCATED SOUTH OF OLD WAWAWAI ROAD AND WEST OF SUNNYSIDE PARK ON SUNNYSIDE HILL.

Councilmember Waldrop moved, Councilmember Wright seconded to adopt Ordinance No. 10-11. The motion carried unanimously.

Resolutions

Resolution No. 19.
R-53-10 - WSU Agree-
ment for Public
Transportation
Services

Mayor Johnson announced that a resolution had been prepared adopting an agreement with Washington State University for public transportation services to staff, students, and faculty for the 2010-2011 school year.

Transit Manager Thornton presented the staff report. He noted the fee had increased \$63,000 from last year. This was a 4.2 percent increase. He said ridership was up and as soon as the new 40-foot buses are received they would be put on this route. Councilmember Waldrop praised Transit Manager Thornton and his department for the work done on this.

Resolution No. R-53-10 by title only reads as follows:

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE CITY OF PULLMAN AND WASHINGTON STATE UNIVERSITY FOR THE PURPOSE OF PROVIDING PUBLIC TRANSPORTATION SERVICES TO STAFF, STUDENTS, FACULTY, AND RETIREES FOR THE 2010-2011 SCHOOL YEAR.

Councilmember Wright moved, Councilmember Bloom seconded to adopt Resolution No. R-53-10. The motion carried unanimously.

Resolution No. 20.
R-54-10 - Memorandum
of Agreement with
Shompoles

Mayor Johnson announced that a resolution had been prepared authorizing a memorandum of agreement with Patrick S. and Lorna M. Shompole.

Public Works Director Workman presented the staff report. Councilmember Paul asked if there were any other properties that could possibly hook up to that area. Public Works Director Workman indicated there were a couple that could at some future point.

Resolution No. R-54-10 by title only reads as follows:

A RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF PULLMAN AND PATRICK S. SHOMPOLE AND LORNA M. SHOMPOLE, FOR THE PURPOSE OF CONSTRUCTING A SEWER MAIN ON JOHNSON AVENUE.

Councilmember Waldrop moved, Councilmember Weller seconded to adopt Resolution No. R-54-10. The motion carried unanimously.

Discussion

Whitman County 21.
Tax-Sharing
Agreement

Mayor Johnson announced that a discussion is scheduled on the Whitman County Tax-Sharing Agreement. City Supervisor Sherman presented a staff report. Planning Director Dickinson went through the map showing the changes with the City limits and the tax-sharing area. Planning Director Dickinson indicated that he thought the area on the northeast sector by the Airport should be expanded on out as there is already some cluster housing there. He thought some carve out for non-cluster housing could be made.

Councilmember Waldrop had a reservation that the change from the original plan of just the corridor to the area around Pullman. He wanted to go in two stages. Stage One to see how the corridor works and if it works then to expand it to other areas. Mayor Johnson indicated that part of the reason for expanding the area was primarily a planning measure to increase the area from the original corridor to preclude cluster housing and resulted in the expansion of the boundaries. It was a land-use issue rather than a commercial issue.

Councilmember Bloom indicated this was a win-win proposition. Finance Director Mulholland indicated he had met with County Treasurer Robert Lothspeich on June 2 to discuss how to administer the tax-sharing proposal. He went through some of the bullet points of his memo. If retail sales tax is collected, then it is retail commercial. This was easier than to try to classify or indicate which business would be retail and which would be wholesale businesses. They also addressed one of the points that one of the Councilmembers had made, conversion of existing non-commercial retail established as retail. It was a joint recommendation that conversion of any existing noncommercial business structure to a commercial retail structure be treated as new retail and subject to this agreement. The sales tax split occurs dependent on whose tax rolls the business appears. If the property was on the County rolls, then this information is provided by the Treasurer and it would be a 50/50 split. If it is on the City's sales tax rolls the amount collected was at 85 percent. The County already received 15 percent of the tax, so a different formula had to be utilized which is to take the tax collected and divide by .85 and then you take 35 percent of

that amount. It also had the same remittance requirements and verification as the County with payment on the 10th of the month following the quarter. They also went on to state that the payments for infrastructure costs to JPAC would be on the 15th of the month following the quarter. The property tax ramp down is a lot simpler than originally indicated. At the time of the annexation the County Assessor would provide, as required in the agreement, the valuation of existing structures in the annexed area. Since the evaluation is fixed, the Finance Director will provide to the County Treasurer a spreadsheet that shows the subject property, the assessed value of the applicable rate. Payment amounts are reduced 10 percent for each of the years of the ten-year ramp down period.

Councilmember Benjamin wanted to know about the tax aspects of change in ownership and how that affected it. Finance Director Mulholland indicated that he would have to get with the County Treasure and work that out.

Councilmember Weller also agreed with Councilmember Bloom that it was a win-win and he encouraged to proceed.

Councilmember Paul indicated that 25 years was a good time and that yearly reviews after that.

Councilmember Hawbaker agreed with Councilmember Benjamin on clarifying some of the tax aspect points on the retail businesses but he thought the whole prospect with the sharing was a great idea.

Planning Director Dickinson went through his staff report and indicated the area that was outside the City limits in the Urban Growth Area up by Kitzmiller Hill was an area that, for planning purposes, was an area ripe for development. He would like to see that included in the growth area as well as the area under consideration for the tax-sharing area.

Councilmember Waldrop agreed with Planning Director Dickinson's assessment.

The Council unanimously agreed that we proceed with City Attorney McAloon and the County attorney getting documents together to set the agreement in place.

NEW BUSINESS

Mayor Johnson asked if there was any new business from either the Council or audience. There was none.

ADJOURNMENT

Councilmember Paul moved, Councilmember Benjamin seconded to adjourn the regular meeting of the City Council.

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 10:04 p.m.

Mayor

ATTEST:

Finance Director

REQUEST FOR COUNCIL ACTION

For Meeting of: July 13, 2010

ACTION REQUESTED

Motion approving disbursements represented by accounts payable checks numbered _____ through _____ totaling \$ _____ inclusive, _____ payroll checks numbered _____ through _____ totaling \$ _____ inclusive, and electronic transfers totaling \$ _____ and direct that they be paid upon approval of the Auditing Officer and Audit Committee.

BACKGROUND

Motion will approve payment of claims, wages, and transfers for July 2010.

RECOMMENDATION

Passage of the motion.

FISCAL IMPACT

\$ _____ Budgeted Expenditures

BARS Code Number

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

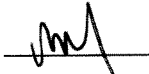
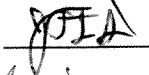
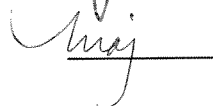
William F. Mulholland
Name

1. None

Finance Director
Title

Finance
Department

REVIEWED BY

	Initial	Date
Department Head	<u></u>	<u>7/14/10</u>
City Supervisor	<u></u>	<u>7/9/10</u>
City Attorney (As To Form)	<u></u>	<u>7-1-10</u>

3. A motion to refer a Claim for Damages submitted by Robert Luhring for the sum of \$1,777.26 to the Washington State Transit Insurance Pool (WSTIP).

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: July 13, 2010

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ACTION REQUESTED

A motion to refer a Claim for Damages submitted by Robert Luhring for the sum of \$1,777.26 to Washington State Transit Insurance Pool (WSTIP).

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BACKGROUND

On June 22, 2010, Robert Luhring submitted a Claim for Damages in the amount of \$1,777.26 for damages allegedly occurring due to City negligence. In accordance with the provisions of Section 1.98.030 of the Pullman City Code, the Council should direct that this claim be referred to WSTIP.

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RECOMMENDATION

That the motion be passed.

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FISCAL IMPACT

\$ _____ Budgeted Expenditures

BARS Code Number

=====

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

Jane Joyce
Name

1. Claim for Damages - Luhring

Deputy City Clerk
Title

Finance
Department

=====

REVIEWED BY

	Initial	Date
Department Head	<u>WJ</u>	<u>6/24/10</u>
City Supervisor	<u>JJD</u>	<u>7/9/10</u>
City Attorney (As To Form)	<u>Cmaj</u>	<u>6-22-10</u>

STANDARD TORT CLAIM FORM Claim for Damages

Pursuant to Chapter 4.96 RCW, this form is for filing a tort against the city of Pullman. Information requested on this form is required by law and may be subject to public disclosure. Claim forms cannot be submitted electronically (via e-mail or fax).

After filing with the city, you subsequently will be contacted by our insurance carrier, usually within 10 days. Washington Cities Insurance Authority, P.O. Box 88030, Tukwila, WA 98138
Phone (206) 575-6046 Fax (206) 575-7426

Date form received by city staff

6/24/10
3:04 PM MMJ

(Rev. Sept. 1, 2009)

PLEASE TYPE OR PRINT IN INK

Mail or deliver Finance Director
original claim to: City of Pullman
325 SE Paradise St.
Pullman, WA 99163
Business Hours: Mon.-Fri. 8 a.m.-5 p.m.
Closed on official city holidays

CLAIMANT INFORMATION

1. Claimant's name: Luhring Robert Woodrow 11/24/42
Last name First Middle Date of birth (mm/dd/yyyy)
2. Current residential address: 1445 NW Douglas Dr., Pullman, WA 99163
3. Mailing address (if different): _____
4. Residential address for on/at the date of the incident (if different from current address): _____
5. Claimant's daytime telephone number: 509-595-1991
Home Business
6. Claimant's e-mail address: bobluhring@qol.com

INCIDENT INFORMATION

7. Date of the incident: 06/10/10 Time: about 11:00 ☒ a.m. ☐ p.m. (check one)
(mm/dd/yyyy)
8. If the incident occurred over a period of time, date of first and last occurrences:
from _____ time: _____ ☐ a.m. ☐ p.m. (check one) to _____ time: _____ ☐ a.m. ☐ p.m. (check one)
(mm/dd/yyyy) (mm/dd/yyyy)
9. Location of incident: Whitman County, Washington, Pullman, Shirley St., 520 block
State and county City, if applicable Place where occurred
10. If the incident occurred on a street or highway SW Shirley St 520 Shirley St. and Fountain (SW)
Name of street or highway Milepost number At the intersection with or nearest intersecting street
11. City department alleged responsible for damage/injury: Pullman Transit City Bus System for Pullman, WA
12. Names, addresses and telephone numbers of all persons involved in or witness to this incident:
1) Officer Matt Burkett (Police Officer) - 509-334-0802
2) Person - took pictures with camera of the accident (Pullman Transit)
13. Names, addresses and telephone numbers of all city employees having knowledge about this incident:
A) Bus Driver, Bus H - for Pullman Transit
B) CASE No. 10-P04518
14. Names, addresses and telephone numbers of all individuals not already identified in #12 and #13 above that have knowledge regarding the liability issues involved in this incident, or knowledge of the Claimant's resulting damages. Please include a brief description as to the nature and extent of each person's knowledge. Attach additional sheets if necessary.
Lucille E. Luhring, 1445 NW Douglas Dr., 509-595-1991 (wife)
15. Describe the cause of the injury or damages. Explain the extent of property loss or medical, physical or mental injuries. Attach additional sheets if necessary.
City Transit bus "side-swiped" my parked car. loss of left mirror, front left wheel well and front grill work.
16. Has this incident been reported to law enforcement, safety or security personnel? If so, when and to whom?
Yes - Officer Matt Burkett ~~sent~~ CASE # 10-P04518
17. Names, addresses and telephone numbers of treating medical providers. Attach copies of all medical reports and billings.
none - NO ONE WAS INJURED, only property damage to my car
18. Please attach documents which support the claim's allegations.
19. I claim damages from the city of Pullman in the sum of \$ 1778.26

This claim form must be signed by the Claimant, a person holding a written power of attorney from the claimant, by the attorney in fact for the Claimant, by an attorney admitted to practice in the state of Washington on the Claimant's behalf, or by a court-approved guardian or guardian ad litem on behalf of the Claimant.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Robert W. Luhring
Signature of Claimant

June 22, 2010 1445 NW Douglas Dr
Date and residential address, city and county Pullman, WA 99163
Whitman, Co.

4. A motion to ratify Change Order No. 1 to Contract No. 09-18, Well No. 6 Pump Replacement Project.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: July 13, 2010

ACTION REQUESTED:

Ratify approval of Change Order No.1 to the Well No. 6 Pump Replacement Project contract.

BACKGROUND:

The scope of contract 09-18, Well No. 6 Pump Replacement Project, provides for furnishing and installing a new submersible pump and column pipe in Well No. 6 located on Larry Street at Grand Avenue. The new pump has a performance capacity of 600-700 gallons per minute into the north intermediate pressure zone. A submersible pump is being installed instead of a standard turbine pump because there is a slight misalignment in the well bore hole between 290 and 300 feet that periodically caused problems with the turbine pump assembly that is being replaced. This change order includes three items and results in an increase to the contract amount of \$2,062.21. Funding for this project is from the Water Budget of the Utility Fund.

RECOMMENDATION:

By motion, ratify approval of Change Order No. 1 to contract 09-18, Well No. 6 Pump Replacement Project.

FISCAL IMPACT:

\$2,062.21
401.3400.501.34.31.20
BARS Code Number

SUBMITTED BY:

Name Kevin Gardes
Title Deputy Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Change Order No. 1
2. Change Order Summary

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>6/21/10</u>
City Supervisor	<u>JEF</u>	<u>7-9-10</u>
City Attorney	<u>May</u>	<u>6-22-10</u>

(As to Form)

City of Pullman
CONTRACT CHANGE ORDER NO. 1

Date: June 15, 2010
Contract No.: 09-18
Contract Title: Well No. 6 Pump Replacement Project
To: (Contractor) Schneider Equipment, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No. (1)	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc. (2)	Decrease in Contract Price (3)	Increase in Contract Price (4)
1	6" Groove lock x 12" flanged discharge adaptor		\$1,340.00
2	Replacement of CTs for 125 HP submersible		\$385.00
3	18x18" junction box		\$188.00
TOTAL DECREASE		\$0.00	
TOTAL INCREASE			\$1,913.00
Net Increase			\$1,913.00
Sales Tax at 7.8% (if applicable)			\$149.21 ✓
Total Change to Contract			\$2,062.21

☒ Price changes are lump sum.

RECEIVED JUN 21 2010

The sum of \$2,062.21 is hereby added to the total contract price, and the total adjusted contract price to date thereby is \$41,894.31.

The completion date for the contract is not affected by this change order. This document will become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted by: *Robert D. Freeman* 6/16/10
Contractor's Representative Date

Title: *SERVICE DIV. MANAGER*

Approved by: *Mark D. Workman, P.E.* 6/21/10
Director of Public Works Date

Well No. 6 Pump Replacement Project
Change Order #1
SUMMARY

- 1) *6" groove lock x 12" flanged discharge adaptor.* Originally the city was going to furnish a 6" x 12" reducer to connect the new submersible pump 6" discharge piping to the existing 12" manifold in the well house. The reducer turned out to be a long lead time item, so the Contractor fabricated a groove by flange 6" x 12" reducer to make the connection. This will result in an increase in the contract price.
- 2) *Replacement of current transformers (CTs) for 125 HP submersible.* The existing CTs in the well's electrical system were for the former 250 HP vertical turbine pump which was removed, so they were replaced with appropriately sized CTs for the new 125 HP submersible pump. This will result in an increase in the contract price.
- 3) *18"x18" junction box.* The contract documents required a new 12" x 12" electrical junction box, however due to constraints with bending larger diameter electrical cable and requirements of the state L&I inspector the junction box was upsized to 18"x18". This will result in an increase in the contract price.

5. RESOLUTION NO. R-55-10

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE SECOND AMENDMENT TO FEDERAL TRANSIT ADMINISTRATION OPERATING ASSISTANCE GRANT AGREEMENT (GCA6146) TO ADD FTA 5311 FUNDS AND STATE RURAL MOBILITY FUNDS.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 7/13/2010

ACTION REQUESTED:

Authorize the acceptance of the 2nd amendment to Pullman Transit's Operating Assistance Grant (GCA6146) for \$77,569 in additional Federal funds and \$84,637 in State funds.

BACKGROUND:

For the 2009-2011 biennium, Pullman Transit was awarded a Federal Transit Administration (FTA) 5311 operating assistance grant for \$1,100,000 to assist us in paying for the operation of our fixed-route and Dial-A-Ride services. As is the common practice, we receive a portion of the grant as the federal funds are made available to the State's Public Transportation Office. For the first part of the grant cycle we received authorization for \$435,075, which was all that was available at the beginning of the 2009-2010 biennium.

In April the FTA has made available for Pullman Transit through the Public Transportation Office an additional \$587,356, but it was still not the entire award. As of June 18, 2010 the FTA has made available the remaining \$77,569, which makes the \$1,100,000 operating grant whole for the 2009-2011 biennium.

In addition to the FTA funds, the State has awarded Pullman Transit \$84,637 in Rural Mobility Assistance (Sales Tax Equalization) funds for the fiscal year 2010-2011. These funds were not budgeted for, due to the unknown amount we might get each year, but they can be used for any purpose, operations or capital, where we have a need for extra funds.

With the approval of this amendment, the total award Pullman Transit will receive in through State Rural Mobility Assistance (\$95,957), State Special Needs Allocation (\$73,368), and Federal FTA operating assistance (\$1,100,000) will total \$1,269,325 for the 2009-2011 biennium.

This should be the last amendment to this agreement.

RECOMMENDATION:

That the City Council by resolution accepts this amendment to Pullman Transit's Operating Assistance Grant (GCA6146) for an additional \$77,569 in FTA Section 5311 funds and \$84,637 in State funds and authorize the Mayor and Finance Director to sign all documents.

FISCAL IMPACT :

\$ 162,206

SUBMITTED BY:

Name Rod Thornton
Title Transit Manager
Dept. Public Works/Transit

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

1. Resolution No. R-55-10

REVIEWED BY:

Department Head
City Supervisor
City Attorney

Initial

Date

MW

6/22/10

JEP

7-9-10

May

6-23-10

(As to form)

RESOLUTION NO. R- 55 -10

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE SECOND AMENDMENT TO FEDERAL TRANSIT ADMINISTRATION OPERATING ASSISTANCE GRANT AGREEMENT (GCA6146) TO ADD FTA 5311 FUNDS AND STATE RURAL MOBILITY FUNDS.

WHEREAS, the City Council for the city of Pullman accepted a Federal Transit Administration Operating Assistance Grant (GCA6146) and State Rural Mobility Allocation; and,

WHEREAS, the Washington State Department of Transportation agrees to amend the existing operating grant agreement for the 2010-2011 fiscal year as detailed in Exhibit "A" attached hereto; and,

WHEREAS, this Council believes it to be in the best interests of the city of Pullman to authorize the acceptance of said grant amendment; now, therefore,

IT IS HEREBY RESOLVED that the Mayor and the finance director be and they are hereby authorized and directed to accept the grant amendment, Exhibit "A" attached hereto.

IT IS FURTHER RESOLVED that the Mayor and finance director are each hereby authorized and directed to take such further action as may be appropriate in order to effect the purpose of this Resolution.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2010.

DATED this _____ day of _____, 2010.

Mayor Glenn A. Johnson

ATTEST:

Finance Director
William F. Mulholland

Approved as to Form:

City Attorney Laura D. McAloon

The SECOND AMENDMENT to AGREEMENT GCA6146 entered into between the Washington State Department of Transportation (hereinafter referred to as “WSDOT”), and Pullman Tansit (hereinafter referred to as “CONTRACTOR”), and/or individually referred to as the “PARTY” and collectively referred to as the “PARTIES”,

WHEREAS, both PARTIES agree to amend AGREEMENT GCA6146 to add \$84,637 in 2010-2011 Rural Mobility Transit Tax Equalization Formula project funds to current funds for Project A.

WHEREAS, both PARTIES agree to amend AGREEMENT GCA6146 to move \$77,569 in projected FTA 5311 funds and \$438,094 projected contractor funds to current funds for Project A.

NOW THEREFORE, the following AMENDMENTS are hereby incorporated into AGREEMENT GCA6146:

1. Amend Caption heading ‘PROJECT COSTS,’ on the first page of the AGREEMENT to read as follows:

Project Costs	
Federal Funds	\$ 1,100,000
State Funds	\$ 169,325
Contractor Funds	\$ 5,142,591
Total Project Cost	\$ 6,411,916

2. Amend the funding table in Exhibit I SCOPE OF PROJECT AND BUDGET to read as follows:

**EXHIBIT I
SCOPE OF PROJECT AND BUDGET**

Total Project Costs	
Federal Funds	\$ 1,100,000
State Funds	\$ 169,325
Contractor Funds	\$ 5,142,591
Total Project Cost	\$ 6,411,916

3. Amend the current funding table and budget language set forth in Exhibit I, Funding by Project: Project A to read as follows:

Funding	Percentage	Project Totals
FTA 5311	17%	\$ 1,100,000
Rural Mobility Transit Tax Equalization Formula	3%	\$ 95,957
Contractor Share	80%	\$ 5,142,591
Total Project Cost	100%	\$ 6,338,548

Budget: Funding and percentages identified reflect current funds for 2009-2011.

4. A copy of this AMENDMENT to the AGREEMENT shall be attached to and made a part of the original AGREEMENT. Any references to the "AGREEMENT" shall mean "AGREEMENT as amended".

5. All other terms and conditions of the original AGREEMENT not hereby amended shall remain in full force and effect. This document may be simultaneously executed in several counterparts, each of which shall be deemed original having identical legal effect.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AMENDMENT the day and year last written below.

**WASHINGTON STATE
DEPARTMENT OF TRANSPORTATION**

By: _____
Kathryn W. Taylor, Director
Public Transportation, WSDOT

Date: _____

CONTRACTOR

By: _____
Authorized Representative

Title: _____

Print Name: _____

Date: _____

6. RESOLUTION NO. R-56-10

A RESOLUTION AUTHORIZING THE 2010-2011 SCHOOL YEAR SERVICE EXTENSION FEE AGREEMENT BETWEEN THE CITY OF PULLMAN AND THE PULLMAN SCHOOL DISTRICT NO. 267 FOR THE PURPOSE OF PROVIDING TRANSPORTATION FOR STUDENTS ON THE PULLMAN TRANSIT SYSTEM.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 7/13/2010

ACTION REQUESTED:

Approval of the service extension for the 2010-2011 school year between the City of Pullman and the Pullman School District No. 267 for the transportation of their students on the Pullman Transit System.

BACKGROUND:

Since the early 1980s, the City of Pullman and the Pullman School District have had an agreement to transport their students living in Pullman to and from school. The agreement calls for the School District to pay a set fee for service that is provided every day and for Dial-A-Ride service that might be provided. We currently negotiate the costs annually based on the service levels that the Pullman School District and the City feel are needed. The flat fee they pay for the year is paid in ten monthly payments (September through June) and the Dial-A-Ride service fee will be billed as necessary.

By evaluating the service they need each year, they are able to keep their costs to a minimum. This also allows the School District to utilize other services we offer. The agreement covers the use of all fixed route service, tripper service and the Dial-A-Ride service offered during the week. It does not include allowing School District students to ride any services we may provide on the weekends by showing the School District pass. If they wish to ride on Saturday, they must pay the youth fare. For the 2010-2011 school year the Pullman School District has agreed to pay \$104,673 for the service Pullman Transit will provide.

Due to budget concerns for the Pullman School District, the fee we are charging for the 2010-2011 school year has not increased over the 2009-2010 fee. As the School District learns more about their future revenue forecasts we will determine future increases to the service costs and determine if they will continue to utilize Pullman Transit services or provide the in-town service themselves.

RECOMMENDATION:

That the council by resolution, agree to service extension for the 2010-2011 school year between the City of Pullman and the Pullman School District No. 267 for the transportation of their students on the Pullman Transit System.

FISCAL IMPACT : \$ 104,673

SUBMITTED BY:

Name Rod Thornton
Title Transit Manager
Dept. Public Works/Transit

<u>REVIEWED BY:</u>	<u>Initial</u>	<u>Date</u>
Department Head	<u>MW</u>	<u>6/30/10</u>
City Supervisor	<u>JS</u>	<u>7-9-10</u>
City Attorney	<u>may</u>	<u>7-1-10</u>

(As to form)

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

1. RESOLUTION No. R-56-10

S.R. #069

RESOLUTION NO. R- 56 -10

A RESOLUTION AUTHORIZING THE 2010-2011 SCHOOL YEAR SERVICE EXTENSION FEE AGREEMENT BETWEEN THE CITY OF PULLMAN AND THE PULLMAN SCHOOL DISTRICT NO. 267 FOR THE PURPOSE OF PROVIDING TRANSPORTATION FOR STUDENTS ON THE PULLMAN TRANSIT SYSTEM.

WHEREAS, the City Council for the city of Pullman has before it a service extension fee agreement for the 2010-2011 school year which is attached hereto and marked as Exhibit "A"; and,

WHEREAS, this Council believes it to be in the best interests of the city of Pullman to authorize the execution of said service extension fee agreement; now, therefore,

IT IS HEREBY RESOLVED that the Mayor and the finance director be and they are hereby authorized and directed to execute the service extension fee agreement attached hereto and marked as Exhibit "A" and to deliver an executed copy thereof to the Pullman School District.

IT IS FURTHER RESOLVED that the Mayor and finance director are hereby authorized and directed to take such further action as may be appropriate in order to effect the purpose of this Resolution and the Agreement authorized thereby.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2010.

DATED this _____ day of _____, 2010.

Mayor Glenn A. Johnson

ATTEST:

Finance Director
William F. Mulholland

Approved as to Form:

City Attorney Laura D. McAloon



CITY OF PULLMAN

Pullman Transit and Dial-A-Ride

775 N.W. Guy Street, Pullman, WA 99163
Transit (509) 332-6535 Dial-A-Ride (509) 332-5471
Fax (509) 332-6590 www.pullmantransit.com

June 7, 2010

Paul R. Sturm, Superintendent
Pullman School District
240 SE Dexter St
Pullman WA 99163

RE: Transit Service Fee for the 2010/2011 School Year

Dear Mr. Sturm:

As stipulated in Section 2.3 of our Interlocal Agreement for transit services, the fee paid to the City is evaluated annually by the City and School District. Rod Thornton, Transit-Manager, for the City and Dan Hornfelt, Fiscal Services Director, for the School District have evaluated the service costs for the 2010/2011 school year and have concurred on the fee. The fee that the School District will pay the City for bus service for the 2010/2011 school year shall be \$104,673. Payments are to be equally distributed over the ten months from September 2010 to June 2011. The city will bill the school district monthly for the agreed upon \$10,467.30 monthly fee.


It is understood the School District will control the issuance of student passes to the eligible students as established by current school district policy and not be required to submit an accounting of the passes issued.

It has also been agreed that if the School District uses the Dial-A-Ride service during the school year or during the summer months (June, July and August), the School District will pay for the service they receive on an hourly basis. If service is needed the additional amount of service and hourly rate will be agreed to by the School District's Fiscal Services Director and the Transit Manager. Billing of any Dial-A-Ride service will be provided monthly along with normal billings. The School District will reimburse the City within 30 days of the receipt of billing.

It is also understood that if the Federal Government implements new rules governing how a public transit system can provide Tripper service for a local school district, Pullman Transit may not be able to continue to provide the service outlined in its schedule for AM and PM Trippers and will consider this agreement to be terminated at 90 days of the issuance of the final rules.

Please sign this letter where indicated and return it to signify your acceptance of the noted fee for the 2010/2011 school year.

Glenn A. Johnson, Mayor
City of Pullman



Paul R. Sturm, Superintendent
Pullman School District

7. RESOLUTION NO. R-57-10

A RESOLUTION APPROVING THE EXECUTION OF A RELEASE OF EASEMENT FOR WAL-MART REAL ESTATE TRUST, A DELAWARE STATUTORY TRUST, AND AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO SIGN THE RELEASE OF EASEMENT.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: July 13, 2010

ACTION REQUESTED:

Release an easement no longer needed by the City of Pullman.

BACKGROUND:

With the platting of S&W Short Plat No. 3 for the Wal-Mart project, easements were dedicated on the plat for the water mains to serve Wal-Mart as designed at that time. Subsequent to the filing of that plat, Wal-Mart revised their store and parking lot size. In addition, the decision was made to dedicate the primary access to the site off of Bishop Boulevard to the City as a public street extension of Harvest Drive. With these revisions, the water mains for the project no longer coincide with the dedicated easements. New easements are being dedicated for the water mains where they are actually located on Wal-Mart property. As such, the originally dedicated water line easement is no longer applicable or needed by the City of Pullman. A Release of Easement document has been prepared which, when executed and recorded, will release and terminate that easement.

RECOMMENDATION:

Adopt the attached resolution authorizing a Release of Easement for a water line easement on Wal-Mart property no longer needed by the City of Pullman.

FISCAL IMPACT:

BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Resolution No. R-57-10

REVIEWED BY:

	Initial	Date
Department Head	<u>mw</u>	<u>6/24/10</u>
City Supervisor	<u>[Signature]</u>	<u>7-9-10</u>
City Attorney	<u>[Signature]</u>	<u>6-25-10</u>
(As to Form)		

RESOLUTION NO. R-57 -10

A RESOLUTION APPROVING THE EXECUTION OF A RELEASE OF EASEMENT FOR WAL-MART REAL ESTATE TRUST, A DELAWARE STATUTORY TRUST, AND AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO SIGN THE RELEASE OF EASEMENT.

WHEREAS, the City Council has before it a Release of Easement related to an easement in Section 8, Township 14N, Range 45E, W.M., on property owned by Wal-Mart Real Estate Trust, a Delaware Statutory Trust, attached hereto as Exhibit "A"; and,

WHEREAS the City Council has determined that it is in the best interests of the city of Pullman to execute the proposed Release of Easement; now, therefore,

IT IS HEREBY RESOLVED by the City Council of the City of Pullman that the Release of Easement attached hereto as Exhibit "A" is approved.

BE IT FURTHER RESOLVED that the Mayor and Finance Director are hereby authorized and directed to sign the Release of Easement.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2010.

DATED this _____ day of _____, 2010.

Mayor Glenn A. Johnson

ATTEST:

Finance Director
William F. Mulholland

Approved as to Form:

City Attorney Laura D. McAloon

RECORDED AT THE REQUEST OF and
AFTER RECORDING, RETURN TO:
City of Pullman
325 SE Paradise Street
Pullman, WA 99163

RELEASE OF EASEMENT

THIS RELEASE OF EASEMENT is made this _____ day of _____, 2010, by the City of Pullman, a municipal corporation formed under the laws of the State of Washington with reference to the following facts:

- A. The City of Pullman was granted a certain easement over a parcel of property, legally described as:

Lot 1 of S and W Short Plat No. 3, recorded under Auditor's File Number 670473 located in the West Half of Section 8, Township 14 North, Range 45 East, W.M., City of Pullman, Whitman County, Washington.

- B. The Easement granted to the City of Pullman is more fully described as:

A portion of the West Half of Section 8, Township 14 North, Range 45 East, W.M. in the City of Pullman, Whitman County, Washington, lying within a variable width easement, the centerline and widths of which are described as follows:

COMMENCING at the Northwest corner of Lot 1 as shown on the FINAL PLAT OF S AND W SHORT PLAT No. 3, recorded under Auditors file number 670473, said point also being on the Southerly Right of Way line of Bishop Boulevard; thence S82°03'53"E along said Right of Way line a distance of 211.29 feet to the beginning of a curve concave to the South and having a radius of 1545.01 feet; thence Easterly along said curve through a central angle of 2°15'11" an arc distance of 60.75 feet to **THE POINT OF BEGINNING** of a 10.00 foot wide easement lying 5.00 feet on each side of the following described line:

S08°35'45"W a distance of 69.78 feet; thence
S53°11'55"W a distance of 269.68 feet; thence
S41°13'20"W a distance of 47.98 feet; thence
S29°14'45"W a distance of 32.26 feet; thence
S11°08'54"W a distance of 52.74 feet; thence
S00°16'06"E a distance of 262.86 feet; thence
N89°43'54"E a distance of 80.33 feet to a point hereinafter referred to as Point "A", said point being the terminus of said 10.00 foot wide easement.

Thence N00°16'06"W a distance of 5.00 feet to the beginning of a 20.00 foot wide easement lying 10.00 feet on each side of the following described line:

N89°43'54"E a distance of 225.04 feet to a point hereinafter referred to as Point "B"; thence continuing N89°43'54"E a distance of 296.54 feet to a point hereinafter referred to as Point "C"; thence continuing N89°43'54"E a distance of 249.96 feet to a point hereinafter referred to as Point "D"; thence continuing N89°43'54"E a distance of 46.81 feet to a point hereinafter referred to as Point "E"; thence continuing N89°43'54"E a distance of 77.31 feet to the terminus of the centerline description for the said 20.00 foot easement.

Thence N00°16'06"W a distance of 5.00 feet to the beginning of a 10.00 foot wide easement lying 5.00 feet on each side of the following described line:

N89°43'54"E a distance of 60.91 feet; thence S10°21'23"E a distance of 92.95 feet; thence S51°12'38"E a distance of 71.06 feet to the Westerly Right of Way line of Fairmount Drive per said FINAL PLAT OF S AND W SHORT PLAT NO. 3 and the terminus of this centerline description (from which point the Southeast corner of Lot 4 of said FINAL PLAT OF S AND W SHORT PLAT NO. 3 bears S26°51'46"E a distance of 538.35 feet.)

TOGETHER WITH a 26.00 foot wide easement, lying 16.00 feet Easterly of and 10.00 feet Westerly of the following described line:

BEGINNING at the aforementioned Point "A"; thence S00°16'06"E a distance of 21.88 feet to the terminus of said 26.00 foot wide easement and the beginning of a 20.00 foot wide easement lying 10.00 feet on each side of the following described line:

S00°16'06"E a distance of 176.04 feet to a point hereinafter referred to as Point "F" and the terminus of said 20.00 foot wide easement.

Thence S89°43'54"W a distance of 2.33 feet to the beginning of a 12.67 foot wide easement lying 7.67 feet Westerly of and 5.00 feet Easterly of the following described line:

S00°16'06"E a distance of 115.77 feet to the terminus of said 12.67 foot wide easement and the beginning of a 10.00 foot wide easement lying 5.00 feet on each side of the following described line:

S45°00'00"E a distance of 215.56 feet; thence N89°44'02"E a distance of 11.59 feet to a point hereinafter referred to as Point "G"; thence continuing N89°44'02"E a distance of 158.20 feet to a point hereinafter referred to as Point "H"; thence continuing N89°44'02"E a distance of 109.92 feet to a point hereinafter referred to as Point "I"; thence continuing N89°44'02"E a distance of 66.67 feet to a point hereinafter referred to as Point "J"; thence

continuing N89°44'02"E a distance of 11.03 feet to a point hereinafter referred to as Point "K"; thence continuing N89°44'02"E a distance of 113.92 feet; thence N44°44'02"E a distance of 37.87 feet; thence N89°44'02"E a distance of 52.06 feet; thence N44°44'02"E a distance of 15.00 feet to a point hereinafter referred to as Point "L"; thence continuing N44°44'02"E a distance of 86.82 feet; thence N00°16'06"W a distance of 119.58 feet to a point hereinafter referred to as Point "M"; thence continuing N00°16'06"W a distance of 253.50 feet to the aforementioned Point "D" and the terminus of said 10.00 foot wide easement.

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described line:

COMMENCING at the aforementioned Point "B"; thence N00°15'58"W a distance of 10.00 feet to the **POINT OF BEGINNING**; thence continuing N00°15'58"W a distance of 19.00 feet to the terminus of this line description (from which point the Northwest corner of said Lot 1 bears N25°27'48"W a distance of 678.61 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "C"; thence N00°15'58"W a distance of 10.00 feet to the **POINT OF BEGINNING**; thence continuing N00°15'58"W a distance of 19.00 feet to the terminus of this line description (from which point the Northwest corner of said Lot 1 bears N43°54'04"W a distance of 848.41 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "E"; thence N00°43'57"W a distance of 10.00 feet to the **POINT OF BEGINNING**; thence continuing N00°43'57"W a distance of 18.50 feet to the terminus of this line description (from which point the Northeast corner of said Lot 1 bears N32°31'57"E a distance of 445.86 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

BEGINNING at the aforementioned Point "F"; thence N89°43'54"E a distance of 16.33 feet to the terminus of this line description (from which point the Southwest corner of said Lot 1 bears S23°39'43"W a distance of 373.90 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "G"; thence S00°16'06"E a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S00°16'06"E a distance of 24.84 feet to the terminus of this line description (from which point the Southwest corner of said Lot 1 bears S81°28'21"W a distance of 299.41 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement, lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "H"; thence N00°16'06"W a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing N00°16'06"W a distance of 24.66 feet to the terminus of this line description (from which point the Southwest corner of said Lot 1 bears S77°01'22"W a distance of 465.92 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "H"; thence S00°16'06"E a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S00°16'06"E a distance of 67.84 feet to a point on the Northerly Right of Way line of Fairmount Drive and the terminus of this line description (from which point the Southwest corner of said Lot 1 bears S89°43'54"W a distance of 454.50 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "I"; thence S00°16'06"E a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S00°16'06"E a distance of 24.83 feet to the terminus of this line description (from which point the Southwest corner of said Lot 1 bears S85°22'26"W a distance of 566.06 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "J"; thence N00°16'06"W a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing N00°16'06"W a distance of 81.66 feet to the terminus of this line description (from which point the Southeast corner of said Lot 1 bears S73°52'29"E a distance of 806.06 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "J"; thence S00°16'06"E a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S00°16'06"E a distance of 67.84 feet to a point on the Northerly Right of Way line of Fairmount Drive and the terminus of this line description (from which point the Southeast corner of said Lot 1 bears S85°14'35"E a distance of 776.27 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "K"; thence S00°16'06"E a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S00°16'06"E a distance of 67.84 feet to a point on the Northerly Right of Way line of Fairmount Drive and the terminus of this line description (from which point the Southeast corner of said Lot 1 bears S85°10'14"E a distance of 765.29 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described line:

COMMENCING at the aforementioned Point "L"; thence S45°15'58"E a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S45°15'58"E a distance of 31.07 feet to the terminus of this line description (from which point the Southeast corner of said Lot 1 bears S74°17'31"E a distance of 554.81 feet).

ALSO TOGETHER WITH a 10.00 foot wide easement lying 5.00 feet on each side of the following described centerline:

COMMENCING at the aforementioned Point "M"; thence S89°43'54"W a distance of 5.00 feet to the **POINT OF BEGINNING**; thence continuing S89°43'54"W a distance of 24.87 feet to the terminus of this line description (from which point the Southeast corner of said Lot 1 bears S56°00'39"E a distance of 638.07 feet).

- C. The location of the water lines to be installed in the easement described in Paragraph B above was revised such that the city of Pullman no longer has any interest in the easement referenced in Paragraph B above.

NOW, THEREFORE, the City of Pullman hereby releases and terminates the easement described and referenced in Paragraph B above and which benefited and burdened the Parcel described and referenced in Paragraph A above, which said easements shall have no further force or effect.

EXECUTED as of the date first set forth above.

City of Pullman, a municipal
corporation of the state of
Washington

By: _____
Glenn A. Johnson, Mayor

Attest: _____
William F. Mulholland,
Finance Director

STATE OF WASHINGTON)
) ss.
County of Whitman)

On this day personally appeared before me **Glenn A. Johnson**, MAYOR, and **William F. Mulholland**, FINANCE DIRECTOR, respectively for the CITY OF PULLMAN, A MUNICIPAL CORPORATION OF THE STATE OF WASHINGTON, the municipal corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute the said instrument, and that the seal affixed is the corporate seal of said municipal corporation.

GIVEN under my hand and official seal this ____ day of _____, 2010.

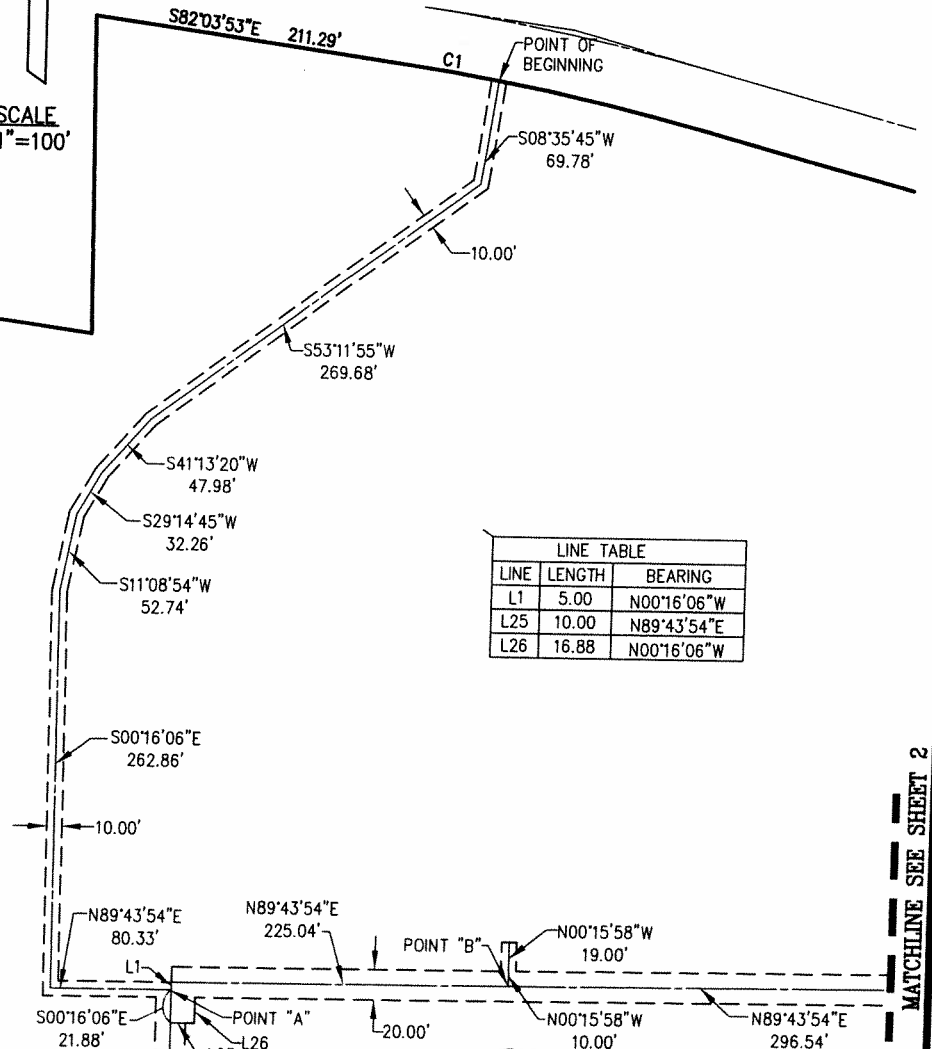
NOTARY PUBLIC in and for the State
of Washington, residing at _____.
My commission expires:_____.

EXHIBIT

VACATION OF UTILITY EASEMENT
LOCATED IN THE WEST HALF OF SECTION 8, TOWNSHIP 14
NORTH, RANGE 45 EAST, W.M. IN THE CITY OF PULLMAN,
WHITMAN COUNTY, WASHINGTON

CURVE TABLE					
CURVE	RADIUS	LENGTH	TANGENT	CHORD	DELTA
C1	1545.01'	60.75'	30.38'	60.75'	2°15'11"

SCALE
1"=100'



LINE TABLE		
LINE	LENGTH	BEARING
L1	5.00	N00°16'06"W
L25	10.00	N89°43'54"E
L26	16.88	N00°16'06"W

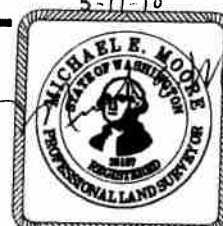
MATCHLINE SEE SHEET 3



CLC ASSOCIATES

12730 E MIRABEAU PKWY
SUITE 100
SPOKANE VALLEY
WASHINGTON 99216
P 509 458 6840
F 509 458 6844
CLCASSOC.COM

ARCHITECTURE
ENGINEERING PLANNING
LANDSCAPE ARCHITECTURE
LAND SURVEYING



SHEET 1 OF 5

EXHIBIT

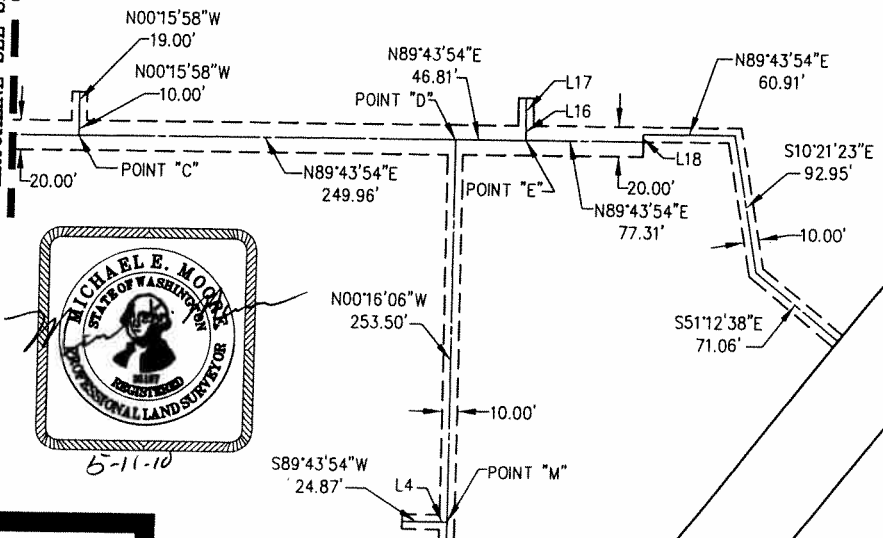
VACATION OF UTILITY EASEMENT
LOCATED IN THE WEST HALF OF SECTION 8, TOWNSHIP 14
NORTH, RANGE 45 EAST, W.M. IN THE CITY OF PULLMAN,
WHITMAN COUNTY, WASHINGTON



SCALE
1"=100'

LINE TABLE		
LINE	LENGTH	BEARING
L4	5.00'	S89°43'54"W
L16	10.00'	N00°43'57"W
L17	18.50'	N00°43'57"W
L18	5.00'	N00°16'06"W

MATCHLINE SEE SHEET 1



MATCHLINE SEE SHEET 4

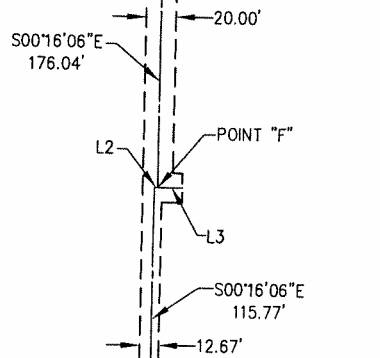


CLC ASSOCIATES
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SHEET 2 OF 5

EXHIBIT
VACATION OF UTILITY EASEMENT
 LOCATED IN THE WEST HALF OF SECTION 8, TOWNSHIP 14
 NORTH, RANGE 45 EAST, W.M. IN THE CITY OF PULLMAN,
 WHITMAN COUNTY, WASHINGTON

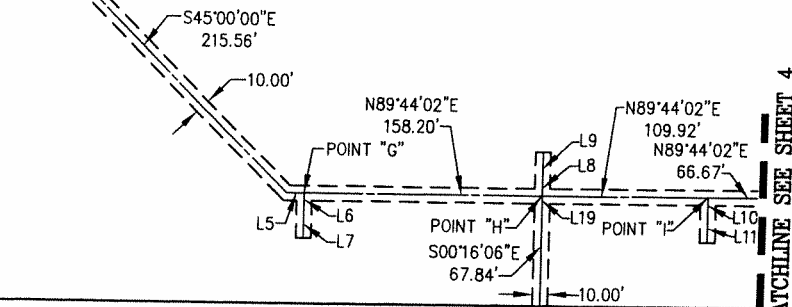
MATCHLINE SEE SHEET 1



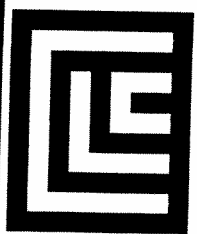
LINE TABLE		
LINE	LENGTH	BEARING
L2	2.33'	S89°43'54"W
L3	16.33'	N89°43'54"E
L5	11.59'	N89°44'02"E
L6	5.00'	S00°16'06"E
L7	24.84'	S00°16'06"E
L8	5.00'	N00°16'06"W
L9	24.66'	N00°16'06"W
L10	5.00'	S00°16'06"E
L11	24.83'	S00°16'06"E
L19	5.00'	S00°16'06"E



SCALE
1"=100'



MATCHLINE SEE SHEET 4



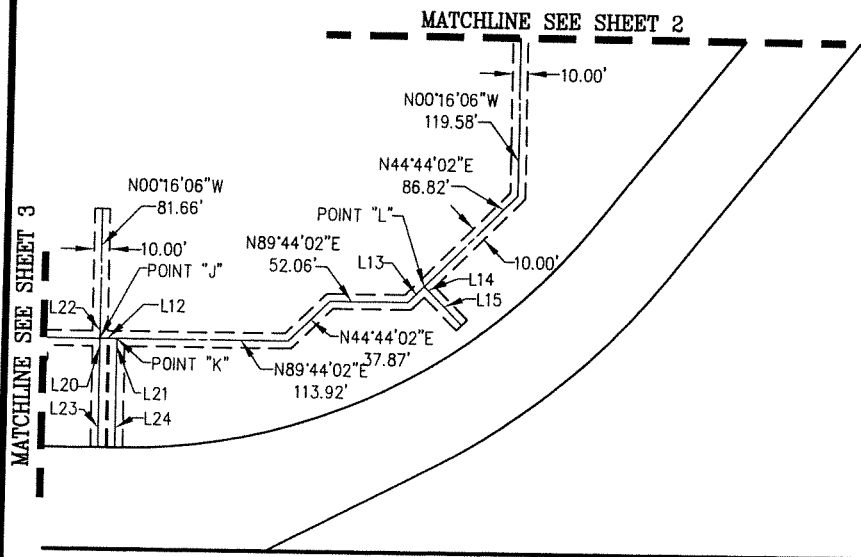
CLC ASSOCIATES
 12730 E MIRABEAU PKWY
 SUITE 100
 SPOKANE VALLEY
 WASHINGTON 99216
 P 509 458 6840
 F 509 458 6844
 CLCASSOC.COM
 ARCHITECTURE
 ENGINEERING PLANNING
 LANDSCAPE ARCHITECTURE
 LAND SURVEYING



5-11-10

SHEET 3 OF 5

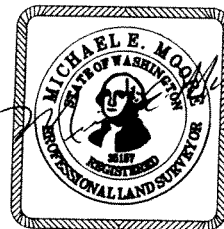
EXHIBIT
 VACATION OF UTILITY EASEMENT
 LOCATED IN THE WEST HALF OF SECTION 8, TOWNSHIP 14
 NORTH, RANGE 45 EAST, W.M. IN THE CITY OF PULLMAN,
 WHITMAN COUNTY, WASHINGTON



LINE TABLE		
LINE	LENGTH	BEARING
L12	11.03'	N89°44'02"E
L13	15.00'	N44°44'02"E
L14	5.00'	S45°15'58"E
L15	31.07'	S45°15'58"E
L20	5.00'	S00°16'06"E
L21	5.00'	S00°16'06"E
L22	5.00'	N00°16'06"W
L23	67.84'	S00°16'06"E
L24	67.84'	S00°16'06"E



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 LAND SURVEYING



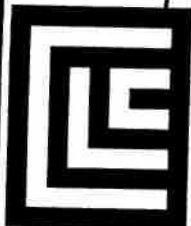
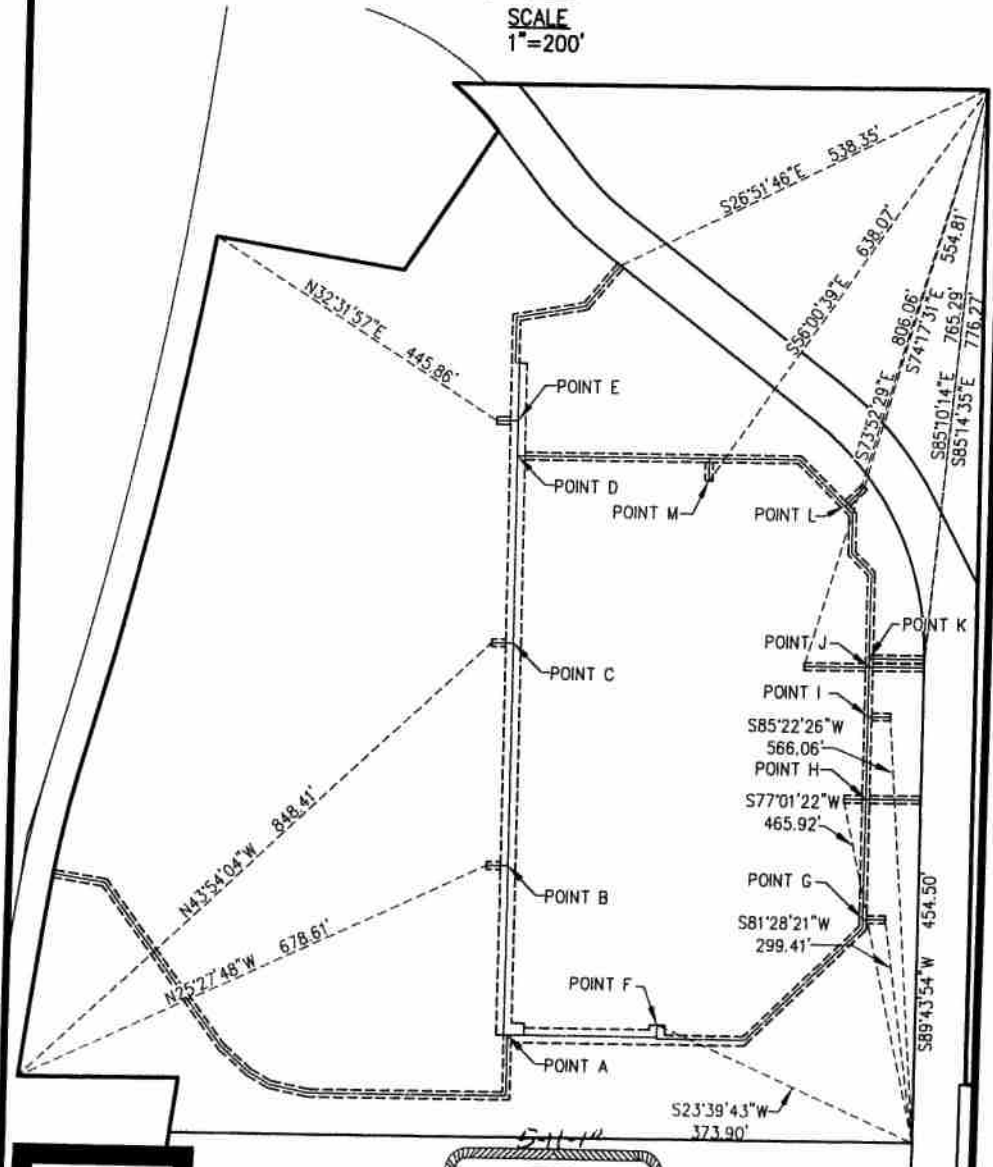
5-11-10

SHEET 4 OF 5

EXHIBIT
VACATION OF UTILITY EASEMENT
 LOCATED IN THE WEST HALF OF SECTION 8, TOWNSHIP 14
 NORTH, RANGE 45 EAST, W.M. IN THE CITY OF PULLMAN,
 WHITMAN COUNTY, WASHINGTON



SCALE
 1"=200'



CLC ASSOCIATES
 12730 E MIRABEAU PKWY
 SUITE 100
 SPOKANE VALLEY
 WASHINGTON 99216
 P 509 455 8840
 F 509 455 8844
 CLCASSOC.COM

ARCHITECTURE
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SHEET 5 OF 5

8. RESOLUTION NO. R-58-10

A RESOLUTION ACCEPTING THE BID OF KACI GENERAL CONTRACTOR FOR TRANSIT OFFICES REMODEL AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: July 13, 2010

ACTION REQUESTED:

Award the Transit Offices Remodel contract.

BACKGROUND:

With the recent reorganization of the Transit office staff, office space became inadequate and cumbersome. To address this, a project was developed to do some minor remodeling to convert the existing conference/training room into an office for the Customer Service Representative with access to the Dispatch Area, convert a room that is now used for counting money and overflow storage and an adjacent oversized closet area into a new conference/training room, and minor remodel of the Dispatch Area. Design West Architects prepared contract documents for the work to be accomplished. Bids for this project were opened on June 24, 2010 with three bids received. The low bidder was KACI General Contractor at \$12,275.14. The Engineer's Estimate was \$12,936.00. A copy of the bid summary is attached for reference. Funding for this project will be from the Transit Fund as a budgeted capital expense.

RECOMMENDATION:

Adopt the attached resolution awarding contract 10-10, Transit Offices Remodel, to KACI General Contractor for the bid amount of \$12,275.14.

FISCAL IMPACT:

\$12,275.14
405.4700.594.47.63.00
BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Resolution No. R-58-10
2. Bid Summary

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>6/25/10</u>
City Supervisor	<u>JOFA</u>	<u>7-9-10</u>
City Attorney (As to Form)	<u>mej</u>	<u>6-25-10</u>

RESOLUTION NO. R- 58 -10

A RESOLUTION ACCEPTING THE BID OF KACI GENERAL CONTRACTOR FOR TRANSIT OFFICES REMODEL AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

WHEREAS, KACI General Contractor submitted the low bid for Contract No. 10-10 for Transit Offices Remodel project in the amount of Twelve Thousand, Two Hundred Seventy-Five and Fourteen/100 DOLLARS (\$12,275.14); and,

WHEREAS, a contract has been prepared to provide for performance of said project; and,

WHEREAS, the City Council deems it to be in the best interests of the city of Pullman to enter into said contract; now, therefore,

IT IS HEREBY RESOLVED by the City Council of the city of Pullman that the bid of KACI General Contractor for the above-described project be and it is hereby accepted.

BE IT FURTHER RESOLVED that the Mayor and the Finance Director be and they are hereby authorized and directed to execute the contract for said project and to deliver an executed copy thereof to KACI General Contractor.

BE IT FURTHER RESOLVED that pursuant to the provisions of R.C.W. 46.90.265(2), the traffic engineer is hereby authorized to place and maintain official traffic control devices as the traffic engineer may deem necessary to regulate, warn, or guide traffic during construction.

IT IS FURTHER RESOLVED that the mayor is hereby authorized to take whatever further action is necessary, including but not limited to the execution of a Contractor's Escrow Agreement if requested by the Contractor, in order to effect the purposes of this resolution.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2010.

DATED this _____ day of _____, 2010.

Mayor Glenn A. Johnson
ATTEST:

Finance Director
William F. Mulholland

Approved as to Form:

City Attorney Laura D. McAloon

**ENGINEER'S ESTIMATE AND BID SUMMARY
TRANSIT OFFICES REMODEL
BID OPENING 06-24-10**

Item No.	Bid Item	Estimated Quantity	Engineer's Estimate		KACI General Contractor		Duracon, Inc.		Brown Contracting and Development, Inc.	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Transit Offices Remodel	1 L.S.	12,000.00	12,000.00	11,386.96	11,386.96	12,931.00	12,931.00	19,700.00	19,700.00
				936.00		888.18		1,008.62		1,536.60
		Sales Tax 7.8%								
		TOTAL	\$	12,936.00	\$	12,275.14	\$	13,939.62	\$	21,236.60

9. ORDINANCE NO. 10-12

AN ORDINANCE ACCEPTING A RESTRICTED MONETARY DONATION FROM INLAND NORTHWEST COMMUNITY FOUNDATION FROM THE SHIRROD FAMILY MEMORIAL FUND TO THE NEILL PUBLIC LIBRARY TO SUPPORT THE SHIRROD HERITAGE ADDITION.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: July 13, 2010

ACTION REQUESTED

Pass the attached ordinance accepting a restricted monetary donation from Inland Northwest Community Foundation from the Shirrod Family Memorial Fund for the Neill Public Library Shirrod Heritage Addition.

BACKGROUND

This \$8,031.00 donation represents a partial distribution of the funds currently available through the Inland Northwest Community Foundation from the Shirrod Family Memorial Fund. Neill Public Library submitted a funding request for \$8,031.00 to be used to purchase window blinds for the Heritage Addition. At the regular meeting of Pullman City Council on June 8, the council recommended to the Foundation that the requested funds be dispersed.

RECOMMENDATION

Pass attached ordinance.

FISCAL IMPACT

\$ _____

BARS Code Number _____

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

Name John Sherman

1. Ordinance No. 10-12

Title City Supervisor

Department Administration

REVIEWED BY

	Initial	Date
Department Head	<u>JSD</u>	<u>7-9-10</u>
City Supervisor	<u>JOS</u>	<u>6-28-10</u>
City Attorney (As To Form)	<u>lmaj</u>	<u>7-9-10</u>

ORDINANCE NO. 10-12

AN ORDINANCE ACCEPTING A RESTRICTED MONETARY DONATION FROM INLAND NORTHWEST COMMUNITY FOUNDATION FROM THE SHIRROD FAMILY MEMORIAL FUND TO THE NEILL PUBLIC LIBRARY TO SUPPORT THE SHIRROD HERITAGE ADDITION.

WHEREAS, Inland Northwest Community Foundation has designated a \$8,031.00 charitable distribution to be used to support the Neill Public Library Shirrod Heritage Addition; and,

WHEREAS, the city of Pullman has a present use for said \$8,031.00; and,

WHEREAS, this Council believes it would be in the best interests of the city of Pullman to accept said donation; now, therefore,

THE CITY COUNCIL OF THE CITY OF PULLMAN DO ORDAIN AS FOLLOWS:

SECTION 1: The city of Pullman hereby accepts the monetary donation of said \$8,031.00 from Inland Northwest Community Foundation pursuant to the authority granted by R.C.W. 35.21.100. The appropriate administrative officials of the city are authorized to take possession of said donation.

SECTION 2: Said donation shall be deposited into the General Fund for the Shirrod Heritage Addition: \$8,031.00 for the purchase of window blinds.

SECTION 3: This ordinance shall be in full force and take effect five (5) days from and after its publication, or a summary thereof is published, in The Daily News, the official newspaper of the city of Pullman.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2010.

SIGNED by the Mayor in Authentication and Approval Thereof on the _____ day of _____, 2010.

Mayor Glenn A. Johnson

ATTEST:

Finance Director
William F. Mulholland

Approved as to Form:

City Attorney Laura D. McAloon

Summary Published: _____



June 14, 2010

Mr. John Sherman
City Supervisor
City of Pullman
325 SE Paradise Street
Pullman, Washington 99163

Dear Mr. Sherman:

I am pleased to enclose our check in the amount of \$8,031 to support the Shirrod Addition of the Neill Public Library.

Per the request from the Neill Public Library dated April 27, 2010, and the recommendation of the Pullman City Council dated June 8, 2010, the funds are to be used exclusively for the purchase of window blinds for the Heritage Addition of the library. Cashing the enclosed check constitutes your acknowledgement and acceptance of the terms of the grant.

Please let me know if I can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Linda J. Graham".

Linda J. Graham
Director of Grants

Cc: Ms. Joanna Bailey, Temporary Library Services Manager, Neill Public Library
Ms. Nancy Hindman, Chair, Pullman Community Funds Advisory Committee

Enc.