

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. Confirmation of Appointments

Lodging Tax Advisory Committee
Library Board of Trustees

D. Reports

Alternative to Violence of the Palouse
Police Department 2009 Annual Report
Public Works 2009 Annual Report

E. 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 March 23, 2010, and approve them as submitted.
2. Dispense with the reading of the minutes of the special meeting of April 13, 2010, and approve them as submitted.
3. A motion to approve Accounts Payable Checks, Payroll Checks, and Electronic Transfers for April, 2010.
4. A motion to set a public hearing date of May 18, 2010, to consider establishing a restricted residential parking area for Upper Drive, a portion of Wheatland Drive, and a portion of Lybecker Road.
5. A motion to set May 11, 2010, as the date for a public hearing to consider a prezone change from R2 Low Density Multi-Family Residential to R1 Single Family Residential for property located east of Brayton Road.

Resolutions

6. Resolution No. R-24-10 - A RESOLUTION AUTHORIZING THE EXECUTION OF AN ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY OF PULLMAN AND AEI ENGINEERING, INC. FOR THE WAWAWAI BASIN LIFT STATION PROJECT.
7. Resolution No. R-25-10 - A RESOLUTION ACCEPTING THE BID OF BCV, INC. FOR STREET CRACKFILL 2010 AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.
8. Resolution No. R-26-10 - A RESOLUTION ACCEPTING THE BID OF HAY-U PAINTING, LLC FOR M & O SHOP ROOF PAINTING AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.
9. Resolution No. R-27-10 - A RESOLUTION ACCEPTING THE BID OF SWIRE COCA-COLA, SWIRE CLASS VENDING FOR SNACK AND BEVERAGE CONCESSIONAIRE SERVICES IN PUBLIC RECREATIONAL FACILITIES MANAGED BY THE CITY OF PULLMAN PARKS AND RECREATION AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID SERVICES.
- 10a. Resolution No. R-28-10 - A RESOLUTION AUTHORIZING THE ACCEPTANCE OF AN ARRA/ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG) FROM WASHINGTON STATE DEPARTMENT OF COMMERCE.
- 10b. Resolution No. R-29-10 - A RESOLUTION AUTHORIZING THE EXECUTION OF AN ARCHITECTURAL SERVICES AGREEMENT BETWEEN THE CITY OF PULLMAN AND DESIGN WEST ARCHITECTS, P.A. FOR THE PURPOSE OF COMPLETING THE PIONEER CENTER/FIRE STATION NO. 2 ENERGY EFFICIENCY RETROFIT PROJECT.

F. Regular Agenda

Public Hearing

11. Resolution No. R-30-10 - A RESOLUTION APPROVING A SIX-YEAR TRANSIT DEVELOPMENT PLAN FOR CALENDAR YEARS 2010-2015 AND 2009 ANNUAL REPORT FOR THE CITY OF PULLMAN.

Ordinance

12. Ordinance No. 10-7 - AN ORDINANCE ACCEPTING A RESTRICTED MONETARY DONATION FROM THE BIBLIOGRAPHICAL CENTER FOR RESEARCH, ON BEHALF OF THE GATES FOUNDATION, TO THE CITY OF PULLMAN FOR REPLACEMENT OF PATRON INTERNET COMPUTERS AT NEILL PUBLIC LIBRARY.

Resolutions

13. Resolution No. R-31-10 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WASHINGTON ESTABLISHING A PUBLIC ART PROGRAM FOR ART IN CITY-OWNED FACILITIES AND SPACES AND ESTABLISHING STANDARDS FOR THE SELECTION OF PUBLIC ART BY THE PULLMAN ARTS COMMISSION.
14. Resolution No. R-32-10 - A RESOLUTION AUTHORIZING THE TERMINATION OF THE PULLMAN TRANSIT SENIOR SHUTTLE SERVICE.
15. Resolution No. R-33-10 - A RESOLUTION ADOPTING A FEE SCHEDULE FOR TAXICAB SERVICE OPERATOR'S OR OWNER'S INITIAL LICENSE FEE AND RENEWAL REQUIRED PURSUANT TO THE PROVISIONS OF THE PULLMAN CITY CODE 6.94.

Motion

16. A motion to adopt the 2010 City Council goals.

Discussions

17. Current Economic Conditions
18. 2010 First Quarter Preliminary Financial Summary

G. 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.

H. Executive Session - Labor Negotiations and Litigation or Potential Litigation

I. Tentative Council Agenda for May 4, 2010 - Canceled

Tentative Council Agenda for May 11, 2010

Public Hearing - Mader R1 Prezone

Ordinance on New Construction

Discussion - Code Enforcement Efforts

Adopt the General Sewer Plan Update, April 2010

Tentative Planning Commission Agenda for April 28, 2010

Historic District Rezone

Zoning Code Revisions Regarding Application Requirements

Tentative Board of Adjustment Agenda for May 17, 2010

No business at this time

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.



CITY OF PULLMAN

Police Department

260 S.E. Kamiaken, Pullman, WA 99163
Police Business (509) 334-0802 Police Fax (509) 332-0829
<http://www.pullman-wa.gov/departments/police>

PULLMAN POLICE DEPARTMENT 2009 ANNUAL REPORT

SIGNIFICANT EVENTS

➤ Attempted Homicide

Shortly after midnight of March 17 at Providence Court apartments a male was shot with a shotgun upon answering the door of his apartment. The victim survived. The suspect, Lewis Lawrence, fled but was apprehended in Moscow by Moscow police thanks to a radio broadcast with suspect and suspect vehicle descriptions. Lawrence was charged and awaits trial in 2010. The driver of the get-away vehicle, Rylan Wallace, was arrested for rendering criminal assistance.

➤ Armed Robbery

An armed robbery occurred in the late afternoon on April 8 at the Check into Cash Store, 594 SE Bishop Boulevard. The suspect fled and was not apprehended in Pullman. Wenatchee police arrested two suspects who committed an armed robbery with a similar modus operandi and one matched the description of the suspect in Pullman. After detectives met with Wenatchee police and completed their investigation the case was referred to the Whitman County Prosecutor for criminal charges.

➤ Coyote Problem

In the spring Pullman residents began complaining about coyotes in the City. Coyotes were seen prowling in residential areas of all the hills of Pullman. Some reports of attacks of domestic animals occurred. In one instance code enforcement officers determined that a resident was putting food out for coyotes. In another incident a coyote had a den and a litter in a residential back yard. Fish and Wildlife officials and Pullman code enforcement officers responded to complaints resulting in the capture of some coyotes, dispersing

of coyotes and increased public awareness. By early summer the problem appeared to have been resolved.

➤ **Swine Flu**

In May swine flu was beginning to make an appearance regionally. The Whitman County Public Health, Staged Pandemic Influenza Plan adopted in 2006 was placed into effect in the fall. The plan was developed by a committee including Mayor Johnson, Police Chief Weatherly and Fire Chief Wilkins. By the end of the fall the threat had subsided however in the early fall Pullman had been classified as a national swine flu hotspot.

➤ **Taxi Ordinance**

The issue of taxis operating in Pullman arose upon the implementation of the Itinerant Vendor ordinance. The determination was made that if a taxi company was not physically located in Pullman, the company fell under the Itinerant Vendor ordinance.

The Pullman Police Advisory Committee, at the March and April meetings, brought up the issue of taxis in Pullman. Their concerns were the safety of the vehicles and the backgrounds of the drivers. At one meeting the issue of taxi driver's backgrounds and risks to safety arose.

At the April 21 regular City Council meeting a "discussion" item on the agenda was "Taxicab Licensing". The Council discussion ended with a concurrence of the Council to "defer taxicab licensing requirement to the State".

At several subsequent Police Advisory Committee meetings the issue of taxi cab safety issues arose from the members. Riley Myklebust is the Associated Students of Washington State University (ASWSU) primary representative on that committee and is an ASWSU Senator. At the regular City Council meeting of October 20 the Council met with the Associated Students of Washington State University. Item 6 on the agenda for discussion was "Safety Issues". Senator Myklebust brought up the issue of taxi regulations. There was a focus of the concern on background checks of owners and operators of the taxis.

At the December 8, 2009 City Council Meeting the Council adopted Ordinance 09-30 requiring taxicab licensing.

➤ **Energy Drink Mixed with Alcohol Issues**

At the joint meeting of the Pullman City Council and the Associated Students of Washington State University, on October 20, Chief Weatherly brought up the issue of mixing alcoholic beverages with energy drinks. At monthly meetings in 2009 of the Mental Health/Substance Abuse Committee, held at

the Pullman Regional Hospital and attended by Chief Weatherly, the rising levels of alcohol of intoxicated persons is a major concern. Persons who were taken to the Hospital for detoxification were showing high blood alcohol levels and high levels of caffeine. The level of violence was a concern and appears to be related to the mixture of alcohol and caffeine. Police officers encounter persons who admittedly mix the two substances and note the level of intoxication to be unusually high. When the bars close, instead of going home and going to sleep, these persons are often up and active, in intoxicated states until 3:00 a.m. to 4:00 a.m. and have created a higher level of officer activity at those hours.

➤ **Evidence OnQ Bar Coding System**

On March 31 the City Council authorized the application of a U.S. Department of Justice grant for a bar code evidence system. The grant was part of the Federal stimulus act and was in the amount of \$20,925. The grant was awarded to Pullman and the system was in place in the early fall. All police officers were trained and were utilizing the new system at year's end. Significant time savings and audit time savings is a result of this new system.

ACTIVITIES

➤ **Fighting Ordinance Adopted**

On April 8, 2008 the City Council adopted ordinance 08-06, the "fighting ordinance". Violation of the ordinance is a civil infraction and involves causing, involving or engaging in any fight, brawl or other violent or threatening behavior. In addition the ordinance prohibits any act which tends to create or incite, or in fact creates or incites, either a violent response and/or an immediate breach of peace. First offenders are fined \$250. Subsequent offenses require a mandatory court appearance and a minimum \$500 fine and a maximum of \$1,000. There were 15 infractions issued in 2008 and 13 issued in 2009.

There are a number of variables that are being used to measure the impact of our effort to control fighting. Those variables are reported assaults, reported disorderly conduct incidents and reported citizen dispute incidents. Below are the annual numbers from 2000 through 2009:

ASSAULTS

2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
95	97	105	133	115	114	134	134	254	106

DISORDERLY CONDUCT

2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
96	91	125	165	134	174	203	203	137	146

2009 Police Department Annual Report

CITIZEN DISPUTES

2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
99	81	86	64	55	68	81	100	81	67

➤ **Business Registration and Rental Registration Ordinances**

On August 26, 2008 the City Council approved Ordinance 08-14 requiring commercial businesses to register in Pullman for public safety reasons. On November 18, 2008 the City Council approved Ordinance 08-19 requiring residential rental properties in Pullman be registered for public safety reasons. The effective dates were to be July 1, 2009; however, the effective date was moved to January 1, 2010 during the May 5 meeting, based on discussions in the City Council goal setting process.

➤ **Emergency Management**

A review, by the City department heads, of the City's Comprehensive Emergency Management Plan (CEMP) was begun in 2008 and completed in November 2009. On December 7 the revised proposed CEMP was submitted to the Washington State Emergency Management division for review and approval.

➤ **Fireworks Enforcement**

A new fireworks ordinance took effect in 2006. The emphasis on fireworks is education and enforcement. The Fire and Police departments worked together to provide education in the form of public service announcements and media releases. Below is the result of the enforcement efforts during the Fourth of July holiday period.

<u>Year</u>	Total police Calls	Total fireworks Calls	<u>Dispositions</u>			
			Unable to locate	Unfounded (actions were legal)	Enforcement action was taken	Other (warning, case pending, etc.)
2003	202	27	17	2	0	8
2004	196	46	28	7	1	10
2005	207	52	26	14	6	7
2006	221	47	23	6	8	11
2007	232	28	16	4	1	7
2008	219	32	17	1	5	9
2009	175	29	12	3	1	13

➤ **Open Container in Public Ordinance**

Alcohol abuse is directly related to safety issues including assaults, disorderly conduct incidents and citizen dispute incidents. One problem that was recognized in 2007 was the issue of persons over the age of 21 years carrying open containers of alcohol, particularly on College Hill. On August 21, 2007 the City Council adopted ordinance 07-18 (City Code Chapter 5.55) prohibiting any person to consume any beer, wine or any other intoxicating liquor, or have in his or her possession any opened containers or receptacles containing any beer, wine or any other intoxicating liquor on any sidewalks, streets or public place within the city or in any vehicle parked or moving on public streets, or at any other place within the city other than a private residence or upon premises licensed for the sale and consumption of beer or liquor or upon premises whereon beer or intoxicating liquor is sold by a license under the laws of the state. The first violation is a fine of no less than \$250 and a second and subsequent violation is no less than \$500. Below are the annual numbers from August 2007 to the end of the year, 2008 and 2009.

2007 – 11 open container infractions were issued.

2008 – 21 open container infractions were issued.

2009 – 23 open container infractions were issued.

PERSONNEL

➤ **Strategic Staffing Concept**

On August 28, 2007 Chief Weatherly presented to the City Council a report entitled Pullman Police department Strategic Staffing Concept. This report contained references and included Chapters on Studies, Citizen Input and Response Issues, Subjective Employee Input, Variables in Consideration of Police Staffing, Police department Structure and Operation, Turnover of Staffing, Equipment and Supply Considerations for Additional Staffing, Recommended Staffing Priorities and Funding of Priorities.

The parking enforcement position for down town parking mentioned in the report was approved by the City Council on July 8, 2008 and was classified as a Code Enforcement Officer I. Gary Labusohr was hired for this position on July 21, 2008.

The City Council has not acted on other recommendations. Those recommendations were:

Year 1: Add three or four police officers. Once one of these additional police officers is trained then assign a police officer from patrol to special operations unit to handle fraud cases. This creates an addition of two

police officers for patrol. The fourth police officer would be utilized if an agreement for funding for a SRO is reached with the school district.

Year 2: Add four police officers. Once these additional police officers have been trained, assign one officer as a traffic enforcement/day shift beat officer for patrol on College Hill. Promote a police officer to sergeant and begin assignment of the patrol administrative sergeant. This creates three additional police officers and one patrol sergeant for patrol for a total of four police officer assigned to patrol from the base year. Add a civilian training and programs specialist and institute a police cadet/police reserve program.

Year 3: Add three police officers. Once these additional police officers have been trained, assign one police officer from patrol to special operations unit as a retail business liquor and gambling enforcement officer. Then assign one officer as a traffic enforcement/night shift officer. Add a civilian crime prevention specialist/investigative assistant. Test for police lieutenant and at the end of the third year convert the special operations sergeant position to a lieutenant position.

➤ **Commissioned Police Officers**

In the first three months of 2009 the North College Hill beat position was left vacant because of staffing shortages. On April 1 Officer Scott Kirk was appointed to the North College Hill beat and Officer Heroff, who had been covering that beat, was reassigned as the rover. In July of 2008 Officer Germer had been assigned to the South College Hill beat. All three beats had officers assigned as April 1. Those three officers maintained their positions through the end of 2009.

On October 1, Officer Cory George terminated his employment with the City of Pullman. No replacement had been hired at year's end.

➤ **Support Services**

On May 1, Wendy Casner terminated her employment with the Pullman Police Department.

On July 1 Police Administrative Assistant Connie Finch retired after 30 years of service with the Police Department. On July 2, Records Specialist I Elysia Spencer was promoted to the Police Administrative Assistant.

On September 21 Sally Tomasino was hired to replace Wendy Casner.

On October 20 Emily Brashear was hired to replace Elysia Spence.

➤ **Professional Reserves**

By the end of 2009 Richard Huggins the volunteer “Emergency Management Planner” Greg Wilson, psychologist and Dan Smith, chaplain, were the only persons in the professional reserve program. These individuals had little active participation in the program in 2008 and 2009. As was stated in the 2007 and 2008 annual reports, consideration is being given to replacing the professional reserve program with a “Citizens Emergency Response Team”.

In the Pullman Police Department Strategic Staffing Concept (2007) Chief Weatherly addressed the professional reserve program stating:

The Pullman Police department has a program called “Professional Volunteers”. While the program has fostered interest from citizens over the years, including police chaplains, in recent years the program has waned. The professional reserves have helped with projects such as domestic violence follow up, delivery of death messages, assisting with victims of tragic events and volunteer professionals assisting in hostage negotiations.

In addition, discussed in the report were coordination issues.

“If police departments are to maintain and improve their service capabilities police administrators are justified in giving greater attention to the use of civilian specialist personnel as a realistic and economical alternative.”ⁱ The use of volunteers, cadets and reserve officers is very important to the community and police department. Experience in coordinating programs has led to the conclusion that coordination is important and requires focused energy, time and commitment. Through the years commissioned police officers have performed functions including coordinating citizen academies, coordinating reserve officer training and assignment, coordinating block watch, coordinating ride-a-longs, coordinating professional reserves and general public programs.

Finally, the report recommends a civilian training and programs specialist.

The individual in this position would also coordinate citizen academies, coordinate a police cadet/reserve officer program, coordinate WSU interns, a citizen emergency response team (CERT), and special events such as parades and the Lentil festival. Block watch issues would be placed under Special Operations. The position is anticipated to provide significant reduction of time commitments by the police operations commander, sergeants and police officers. In addition continuity and consistency of these functions will show great results.

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➤ Police Advisory Committee

Members of the Police Advisory Committee at the end 2009 were:

REPRESENTING	PRIMARY	ALTERNATE
Pioneer Hill	Karen Kiessling	Richard Hume
Sunnyside Hill	Phyllis Stallcop	
Military Hill	Marcus Crossler	Matt Nobles
College Hill	Barbara Hammond	KNona Liddell
Business Community	Mike Lowery	Al Sorensen
ASWSU	Riley Myklebust	Patrick Horton
Lincoln Middle School PTA		
Pullman High School Students	Dallin Larsen	Alex Wilson
WSU Staff and Faculty	Arlene Parkay	Zach Hays
Pullman High School Parent	Greg Wilson	Bill Hawbaker
Multicultural Representative	DaVina Hoyt	Floyd Berry Jr.
Pullman School District	Dan Hornfelt	

In 2009 there were meetings. Among items discussed were:

- Diversity Training
- Surveys
- U District
- Police Department Annual Report
- Police Department Core Missions
- JAG Grant
- Taxi Problems
- Taxi Ordinance
- Snow Removal
- Walk-ability
- WSU Police Forums
- Lentil Festival
- Coyote Problem
- College Hill Neighborhood Plan
- Animal Noise
- DUI Blood Draws
- Initiative 1033
- Nixle
- Officer Involved Shooting Incidents
- New Chief Hiring Procedures

CITY COUNCIL GOALS

Below are the 2009 goals that involved some or all police department resolution:

6. Continue to proactively address College Hill issues and continue to work on the improvement of College Hill. Adopt a neighborhood plan for College Hill. Provide reports and make recommendations to the City Council on College Hill code enforcement and other College Hill improvements.

STATUS: The police department has begun aggressively to enforce nuisance ordinances with significant visible compliance through the spring and the fall. The results of the Police Department's enforcement effort will be addressed in the 2009 annual report.

Whitman Street, Maiden Lane, and Opal Street from Grand Avenue to Colorado Street were repaved; several ADA sidewalk ramps were constructed in conjunction with this project. 2009 was also the third year of doing sidewalk tripper repairs on College Hill. A significant portion of the Sidewalk Infilling project also occurred on College Hill. Lighting improvements jointly identified by the city, ASWSU and Avista have been installed. Tree trimming has been performed in areas where the overgrown tree canopy was obstructing street lights. Plans are being developed to widen the sidewalk on B Street from California Street to Michigan Street.

In January of last year, the Planning Commission entertained a presentation by the College Hill Association regarding various neighborhood matters. In February, the Planning Commission conducted two stakeholder workshops to discuss College Hill neighborhood issues and potential solutions. In August, the planning department produced and distributed a draft College Hill Core Neighborhood Plan. The Planning Commission reviewed this draft plan at seven public meetings in September and October, and recommended approval of the document on October 28. The City Council conducted a public input session regarding the draft plan on November 5, and adopted the plan on November 17. Planning staff is currently assembling a schedule for implementation of the plan.

Code enforcement committee meetings were held on June 30, 2009, and January 19, 2010. Updates on code enforcement and College Hill improvements will continue to be provided at City Council meetings, including the joint meetings with ASWSU.

9. Be proactive in code enforcement. Continue to discuss the pros and cons of installing surveillance cameras at selected locations. Hold a City Council meeting discussion on traffic safety issues including speed limits on selected streets such as Davis Way, red light enforcement, and pedestrian safety when crossing problem intersections.

STATUS: In regard to code enforcement, as was noted in the status of goal #6 above, aggressive enforcement of the nuisance code was pursued on College Hill

2009 Police Department Annual Report

during both the fall and spring semesters. On June 30 a staff meeting was held on code enforcement efforts. On June 30 and July 7 reports were presented to the City Council on fireworks enforcement. Community Improvement Representative/Parks continue to meet and work with College Hill Association. Dumpsters were placed on all four hills prior to the Annual Spring Cleanup. A weed problem site list has been prepared for letters to be sent in the spring to property owners.

No discussions have been held on installation of surveillance cameras. Traffic emphasis was begun this summer and will continue into the fall. Pedestrian safety was part of this emphasis. Parks is also working with the Pullman Civic Trust on long-range pedestrian plans and mapping. A pedestrian flag system has been installed at the intersection of Stadium Way and Lybecker Street, the intersection of Grand and McKenzie, and the intersection of Grand and Blaine.

A primary factor in setting speed limits is the 85th percentile speed. Speed studies have been performed for certain streets such as Davis Way near Golden Hills Drive and Main Street from the viaduct to Spring Street. Following data analysis and report preparation, the results and recommendations will be presented for consideration.

17. Revise the effective date of business registration and rental registration and then provide regular updates on registration compliance.

STATUS: Both the business registration and rental registration implementation dates were revised to January 1, 2010. Support Services Manager Reavis worked with State Master Licensing Service on the business registration. Forms for rental registration are on the Police Department Web page. Letters have gone out to all businesses for business registration. Local newspaper ads have been utilized to advertise both business and rental unit registration. Information on rental registration was placed in water bills and newspaper ads.

18. Explore creating a separate city taxi licensing ordinance.

STATUS: The City Council passed the taxi licensing ordinance on December 8.

20. Consider input from department heads in exploring options for the federal stimulus packages.

STATUS: The City Council approved a grant request for a bar code evidence system under the stimulus package. The grant was approved and upon implementation, officer time used in processing evidence and property is anticipated to be significantly reduced.

Federal stimulus funding has been pursued on many levels for very worthy projects. The College Hill Arterial Reconstruction project and the purchase of new busses for Transit have been funded through the American Recovery and Reinvestment Act.

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An energy grant has been awarded for improvements to the Pioneer Center and Fire Station No. 2. We have also submitted a TIGGER grant, which is also part of the ARRA program, for four hybrid busses.

ACTIVITY

In 2009 there were 10,321 police calls for service. Police calls for service include officer-initiated calls, which involve police action with the exception of routine traffic activity and miscellaneous citizen contacts. There were 2,118 officer case reports (that required specific clearance codes), 335 cases submitted to the prosecutor for charges, 725 physical custody arrests, 368 criminal citations (in lieu of physical custody arrests), and 170 city code violations.

There were 1,280 notices of infractions issued in 2009, a majority being traffic infractions. In addition, officers issued 6,576 traffic warnings.

➤ Parking Enforcement Statistics

Parking Enforcement Statistics	2007	2008	2009
1.) Notices of infractions issued	3785	5493	5613
2.) Overtime downtown	403	1441	2152
3.) Chain parking downtown	0	23	24
4.) Fire lane violations	36	39	12
5.) Number not downtown or on College Hill	676	1217	811
6.) 3AM - 6AM	518	305	401
7.) Wheel locks	1	3	0
8.) Mitigation hearings	157	136	141
9.) Contested hearings	84	73	66
TOTAL HEARINGS	325	211	237
10.) 168 hour incidents	171	145	74
11.) 168 hour impounds	28	24	19
12.) Private property junk vehicles	2	3	11
13.) Public property junk vehicles	0	0	0
 TOTAL REVENUE	 \$95,035	 \$129,700	 \$111,900
14.) Residential Permits Sold	145	151	150
15.) Downtown Permits Sold	36	93	88
PERMIT REVENUE	\$3,755	\$6,535	\$6,351
 TOTAL PARKING REVENUE	 \$98,775	 \$136,235	 \$118,251

➤ **Drug/Narcotics Enforcement**

In 2009 in Pullman there were 24 arrests for drug and narcotics violations through the Quad Cities Drug Task Force. The Task Force opened 144 cases and closed 88 cases. There were 32 cases that resulted in one person arrested and 34 cases resulting in more than one person being arrested. Two of the 34 cases involved more than 10 arrests each.

In 2009 the types of cases investigated included the following:

- Marijuana possession – 45
- Marijuana grow operations – 6
- Cocaine delivery/possession – 10
- MDMA possession – 1
- Heroin delivery/possession – 7
- Methamphetamine delivery/possession – 47
- Prescription diversion – 16
- Methamphetamine labs – 2
- Sale of stolen firearms - 1

Drug amounts were as listed below.

- Marijuana – 57.9 pounds (26,263.44 grams)
- Cocaine – 259.10 grams
- MDMA – 202 units
- Methamphetamine – 1962.4
- Heroin – 69.5 grams
- Marijuana plants – 550
- Prescription drugs – 1356 units

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➤ **Part I (Major Crimes)**

The following major crimes occurred in Pullman comparing 2008 with 2009:

<u>Crime</u>	<u>2008</u>	<u>2009</u>
Aggravated Assault	22	50
Arson	2	4
Burglary	120	104
Forcible Rape	10	9
Homicide	0	1 (Attempted)
Larceny/Theft	377	462
Motor Vehicle Theft	11	27
Robbery	5	8

Other activity may be found on the City of Pullman web site at www.pullman-wa.gov. Click on police under departments then records.

LONG RANGE STRATEGIC PLAN

Each year the department updates its five year plan and reviews the previous year's results. The results of the 2009 – 2013 plan may be found on the City of Pullman web site at www.pullman-wa.gov. Click on police under departments.

DEPARTMENT OF PUBLIC WORKS

2009 Annual Report

I. OVERVIEW

In 2009 the Public Works Department prepared 83 City Council agenda items and staff attended several meetings related to the Palouse Basin Aquifer Committee (PBAC), as well as continued to track Total Maximum Daily Load (TMDL) development process for the South Fork of the Palouse River.

II. DIVISIONAL ACTIVITIES

A. Engineering Division

In 2009 engineering services were provided for the construction of the following major projects:

<u>Project:</u>	<u>Valuation:</u>
WWTP Digester.....	\$ 7,500,000
Airport Fire Flow System	\$ 1,260,000
Tank 10	\$ 1,125,000
Well 8 / Booster 10	\$ 1,118,000
Accelerated Streets Resurfacing.....	\$ 693,000
College Hill Arterial Reconstruction	\$ 325,000
Johnson Avenue Waterline.....	\$ 122,000
Jackson Street Waterline.....	\$ 48,000
Rocky Way Barrier	\$ 22,000

Inspection of the construction of the public works improvements for the following developments:

Wal-Mart Supercenter Grading and Utilities
Steptoe Court
South Fork Public House

Other significant activities include:

- North Grand Widening design and permitting
- Well No. 6 Pump Replacement design
- WWTP Equipment Building HVAC Improvements design
- Wastewater Reuse preliminary engineering update
- ERD Expansion federal grant funding
- FEMA/State reimbursement for snow disaster expenses
- Pioneer/Fire Station 2 Energy grant
- North Grand railroad property acquisition

B. Protective Inspections Division

Activity in the Protective Inspections division was mixed:

- Inspections were down in 2009 with 2,447 inspections made compared to 3,041 in 2008.
- Permit activity was up with 591 permits issued in 2009 for work valued at a total of \$28,927,744 and \$295,648.87 in fees collected compared to 550 permits for work valued at a total of \$19,002,827 and \$239,855.37 in fees collected in 2008.

Major building activity included the following:

Reconstruction of the Glendimer Retaining Wall
Whitcom Communications Tower
Community Action Center Transitional Housing
Remodel of the old SEL Headquarters building
Humane Society Animal Shelter - Phase I and II
46 single family homes
Two 4-plexes

C. Stormwater Services Division

2009 was another year of significant progress in developing a stormwater management program to facilitate compliance with the Phase II Municipal Stormwater Permit. Notable activities included:

- Created and implemented a stormwater utility
- Completed AutoCAD mapping of city's storm drain system (MS4)
- Continued education and outreach efforts via website, news media, direct mailings and personal interaction with the public including participation at the Green Fair in May and a presentation at the annual Palouse Basin Water Summit in October.
- Partnered with Palouse Clearwater Environmental Institute (PCEI) on annual Pullman Stream Clean-up event in April.
- Developed and facilitated adoption of an Illicit Discharge Detection and Elimination (IDDE) Ordinance
- Successfully completed and closed 2 grants totaling \$125,000.
- Applied for and secured 3 grants totaling \$127,700 in funding to support stormwater management program objectives.
- Conducted 52 Construction Stormwater/Erosion Control Inspections
- Hired a Stormwater Services Field Technician

D. Transit Division

Fixed-Route:

Total ridership on the Fixed-Route was 1,307,468. This is an increase of 70,538, or 5.7%, from 2008.

Fixed-Route ridership for 2009 compared to 2008 is as follows:

	Jan – May	June – Aug	Sept – Dec	TOTAL
2008	590,174	116,958	600,336	1,307,468
2009	600,002	115,922	616,251	1,332,178

Dial-A-Ride:

Ridership for Dial-A-Ride service was 18,255. This is a decrease of 1,179, or 6.1%, from 2008.

Dial-A-Ride ridership for 2009 compared to 2008 is as follows:

	Jan - May	June – Aug	Sept – Dec	TOTAL
2008	8,408	4,119	5,728	18,255
2009	7,358	3,826	5,326	16,540

Transit – Operating Statistics:

Population..... 27,600

Fixed-Route

Passenger Service Hours..... 22,822
 Passenger Service Miles 318,728
 Passenger Trips..... 1,332,178
 Employees (FTEs) 25.35
 Passenger Trips/Service Hour..... 58.4
 Passenger Trips/Service Mile 4.2
 Service Hours/Employee 900.3

Demand-Response (Dial-A-Ride)

Passenger Service Hours..... 7,757
 Passenger Service Miles 63,506
 Passenger Trips..... 16,540
 Employees (FTEs) 6.30
 Passenger Trips/Service Hour..... 2.1
 Passenger Trips/Service Mile 0.26
 Service Hours/Employee 1,231.3

Fixed-Route

Operating Cost.....\$ 2,501,292.26
 Operating Cost/Vehicle Service Hour\$ 109.60
 Operating Cost/Passenger Trip.....\$ 1.88
 Farebox Revenues.....\$ 1,485,459.00
 Farebox Recovery Ratio 59.4%

Demand-Response (Dial-A-Ride)

Operating Cost.....\$ 523,010.33
 Operating Cost/Vehicle Service Hour\$ 67.42
 Operating Cost/Passenger Trip.....\$ 31.62

Farebox Revenues.....	\$	6,188.36
Farebox Recovery Ratio		1.2%

E. Maintenance & Operations Division

Streets:

- Crews spent 1,166 hours sweeping city streets.
- Just over 574 labor hours were expended on storm drain maintenance.
- Over 116,196 lineal feet (22 miles) of street centerline, fogline, curb, crosswalk, and bike path painting was maintained; which involved 1,149 labor hours.
- Crews spent 596 hours inventorying street lights and maintaining traffic signals.
- Snow and ice control operations involved 2,154 labor hours.
- Crews performed a mile of asphalt paving.
- Crews spent 596 labor hours making, installing and maintaining street signs.
- Crews completed 56 work orders for new sign installations, to replace faded street signs and/or repair or replace stolen, vandalized, damaged or otherwise missing street signs.
- Installed a new traffic signal controller at the intersection of Stadium Way and Grand Avenue

Water:

- Finished converting water meters so all meters in the city are now radio read capable and can be read remotely by one person in two days instead of the two weeks it used to take four people.
- Drained, disinfected, cleaned and refilled the 1,000,000 gallon Landis Reservoir. Also a 12" valve dating back to 1950 was replaced at Landis.
- Three M&O employees became certified by the Washington State Department of Health to test backflow assemblies. 360 labor hours were spent maintaining city backflow assemblies and testing city assemblies and any new installations. Fourteen work orders were completed for backflow assembly related repairs and the installation of a new city backflow assembly.
- As part of the on-going backflow testing program, 886 backflow tests were performed on city, commercial and private residential devices. City personnel performed 226 tests while outside contractors performed the other 660 tests.
- Crews spent just over 1,848 labor hours maintaining city wells and booster stations and their grounds.
- The GPS tool was utilized to obtain location coordinates for all water meters in the city.
- Thirty-eight fire hydrants were retrofitted with Storz adapters to allow for quicker, more efficient connections of fire hoses.
- Nine fire hydrants were replaced, 5 were repaired and 7 service requests were handled.
- The number of routine water samples taken was 240. Routine repairs and new construction resulted in another 24 samples taken.
- Crews completed a total of 1,382 work orders for water related assets.
- An outside contractor tested and calibrated 97 2" to 6" water meters. During that process, twelve 2" meters were upgraded to allow for large meter testing.
- New water meter installations numbered 66.
- As part of the annual leak detection survey, 134,565 lineal feet of water mains and service lines were tested for leaks. Two leaks were detected and promptly repaired; one hydrant related leak and one water main leak.

- The number of service line stub-ins completed was 31, utilizing 1,120 feet of poly pipe.
- Thirty-six water service lines were repaired or replaced.
- The number of water meters that were upgraded to electronic read was 586; 424 existing meters were retrofitted with electronic registers and radio transmitter units were added, 159 meters required replacement and the addition of a radio transmitter unit, 3 radio transmitter units were added to existing meters and registers. In addition, 18 meters, already radio read capable, were replaced due to age.
- Repair and/or replacement was required for 5 registers and 35 radio transmitter units.
- 106 water asset related work orders completed were for miscellaneous activities including maintenance on city water tanks, wells, reservoirs, booster stations, water mains and monthly labor related to safety meetings, meter reading, utility locates and water tests.
- The existing 97.6 miles of water mains were increased by 2.4 miles to 100 miles.

Water Operations Statistics:

Water pumped.....	893,958,000 gallons
Water metered (sold)	860,114,000 gallons
Water accounted for (not sold)	5,437,000 gallons
Total accounted for	865,550,000 gallons
Percentage of water accounted for.....	96.82%
Daily average	2.449 million gallons
Average daily usage per capita (based on 21,439 population)	110 gallons
High day usage – August 6.....	4,772,000 gallons
Low day usage – November 22	832,000 gallons
Total number of active services.....	4978 (+35)

Number of services by user code:

01 Single-Family	3,428
02 Duplex.....	506
03 Multi-Family.....	404
04 Business/Commercial	356
05 Group	45
06 Schools.....	15
07 Irrigation	181
08 Mobile Homes	43

Total chlorine used	2,750 pounds (tablets)
	0 pounds (gas)
	19,850 pounds (salt)
	3,392 gallons (liquid Cl ₂)
Chlorine cost.....	\$17,378
Total hydrofluosilicic acid used.....	24,750 pounds
Fluoride cost	\$17,196
Total chemical cost.....	\$34,574
	\$0.0387 /kgal
Electrical consumption cost.....	\$224,677
New water meter installations	66
Service line replacements/repairs	36
Age-related water meter replacements	18
Water meter repairs.....	13
Water meter tests	98

<u>ADDRESS</u>	<u>PIPE SIZE & TYPE</u>	<u>DATE</u>
800 block SE Derby Street	8" cast iron	01/03/09
200 block SE Jackson Street	2" galvanized	08/03/09
600 block SE Jackson Street	4" cast iron	08/03/09
700 block NW State Street	8" cast iron	09/12/09
900 block E Main Street	6" cast iron	09/20/09
1400 block NW Deane Drive	6" cast iron	11/29/09
1000 block SE Latah Street	8" cast iron	12/26/09

Sewer System:

- Crews completed 2,043 sewer asset related work orders in 2009. Jet and/or vac maintenance was performed on 305,616 lineal feet of sewer main lines. Power rodding was performed on 40,521 lineal feet of sewer main lines. Over 9,720 lineal feet of sewer main lines were televised and over 4,214 lineal feet were inspected. Seventy-nine field inspection tests were performed on sewer lift stations.
- In addition, sewer dye tests were performed on 70 new or altered connections to sewer main lines.
- All sewer main lines on Military Hill, Sunnyside Hill and College Hill were jetted.
- The existing 90.3 miles of sewer main lines were increased by 0.3 miles to 90.6 miles.

Emergency Callouts:

- Eleven M&O employees participated in the Weekend/Holiday On-Call Program for a total of 3,744 on-call hours.
- Forty-one of the 69 total callouts were handled by on-call personnel. Eight callouts were not handled by on-call personnel as the callouts occurred when no one is scheduled to be on call; that is Monday thru Thursday between 4:00 pm and 7:30 am. Seventeen callouts were a result of on-call personnel calling out other maintenance personnel for additional assistance. The other three callouts were handled by personnel not on call.
- On-call maintenance personnel responded to 19 of 30 street related emergency callouts which included traffic signal issues, downed trees, snow and ice problems or signage issues. One callout occurred during the work week when no one is scheduled to be on call. Ten callouts were the result of on-call personnel calling for additional assistance.
- On-call maintenance personnel responded to 17 of the 33 water related emergency call outs which included problems such as water main breaks, service line leaks, and water meter related issues. Seven callouts occurred during the work week when no one is scheduled to be on call. Three call outs were handled by personnel not on call, two of those were for water facility alarms which requires the response of specifically trained personnel. The other six call outs resulted from on-call personnel calling for additional assistance.
- On-call maintenance personnel responded to five of six sewer related emergency call outs for private or public plugs. The other call out was a result of on-call personnel calling for additional assistance.

Equipment Rental:

- Performed preventive maintenance (service, inspections and repairs) on:
 - 21 cars
 - 12 police cars
 - 9 other cars
 - 25 pickup trucks (up to one ton)
 - 16 trucks (one ton or greater)
 - 1 semi truck & trailer
 - 2 vac trucks and trailers
 - 15 vans
 - 18 transit buses
 - 4 fire trucks
 - 7 ambulances
 - 2 street sweepers
 - 22 attachments
 - 5 pieces of heavy equipment
 - 14 pieces of commercial equipment
 - 1 paint machine
 - 14 trailers
 - 2 rescue trucks
- Processed 2,434 equipment work orders for vehicle service and repairs.
- The following vehicles were compared to bid specifications and prepared for service; including installation of safety equipment, emblems, and radio equipment:
 - 09-012 – 2009 Ford Crown Victoria - Police
 - 09-014 – 2009 Ford Crown Victoria – Police
 - 09-063 – 1-Ton Chevrolet Flatbed Truck – M&O
 - 09-064 – 1-Ton Chevrolet Flatbed Truck With Plow – M&O
 - 09-180 – Henderson Sand Spreader – M&O
 - 09-218 – 2009 4600 Excel Mower - Parks
 - 10-037 – Ford ¾-Ton Pick-Up With Lift – Government Buildings
 - 10-059 – Ford ½-Ton Pick-Up – Parks
 - 10-188 – Ford Ranger – M&O

Wastewater Treatment Plant

Wastewater Treatment Statistics:

Total flow treated (effluent).....	998 million gallons
Maximum daily flow – January 9	7.40 million gallons
Minimum daily flow – December 26.....	1.39 million gallons
Maximum monthly flow – January.....	116.8 million gallons
Minimum monthly flow – July.....	59.6 million gallons
Average daily flow	2.73 million gallons
Average summer flow (April-October)	2.54 mgd
Average winter flow (November-March).....	3.76 mgd
Design flow.....	4.3 mgd

Hydraulic capacity 17.0 mgd
Plant capacity 8.6 mgd/winter peak

- Removed 96.8% of the total suspended solids and 94.8% of the organic contaminants before discharge to the South Fork Palouse River.
- The amount of Class B biosolids produced and land applied on local farm ground was 514.56 dry tons.
- Tours given to approximately 100 people.

Major Projects Completed:

- Drained one primary and one final clarifier for routine inspection and cleaning.
- Replaced two influent wet well level sensors.
- Replaced effluent flow meter and waste digested sludge meter.
- Digester project completed and operators trained on new Citech control system.
- Completed over 1,000 work orders.
- Conducted air emission test on new waste gas burner, per permit requirements.
- Replaced sulfur dioxide analyzer/controller.
- A thermographic (infrared) inspection of the WWTP electrical systems was performed, identifying potential problem areas. All problems identified have been corrected by WWTP staff.

Major Operating Expenses:

- Electricity and natural gas: \$280,414
- 18 tons of chlorine used in disinfection process: \$13,500
- 5 tons of sulfur dioxide used in the disinfection process: \$4,563
- 5.94 tons of polymer used in solids processing: \$129,759

Discharge Permit Violations:

- January
 - Fecal - 1 day
 - DCBM – 1 day
- February
 - NONE
- March
 - NONE
- April
 - NH3-N (ppm) – 1 day
 - NH3-N Lbs/day – 1 day
- May
 - NONE
- June
 - Cl2 residual– 1 day
 - Cl2 – Monthly Average
 - DCBM – 1 day
- July
 - Cl2 residual -1 day

- NH3-N (ppm) – 2 days
- NH3-N (lb/day) – 2 days
- DCBM – 1 day
- August
 - Cl2 residual– 1 day
 - BOD weekly average – 1 week
 - Fecal – 3 days
 - NH3-N (ppm) – 5 days
 - NH3-N (ppm) – 1 weekly average
 - NH3-N (lb/day) – 5 days
 - NH3-N (lb/day) – 1 weekly average
- September
 - Cl2 residual – 1 day
 - Fecal – 2 days
- October
 - BOD (ppm) – 3 days
 - Cl2 residual – 1 day
- November
 - Fecal – 3 days
- December
 - NONE

F. Government Buildings

Significant activities performed by Government Buildings in addition to ongoing custodial and routine maintenance include:

- 1080 NW Guy Street – Paint outside and 3 rooms inside
- Aquatic Center – rebuilt HVAC (heatex unit)
- Library – Remodel tech area and paint Director's and conference room
- 630 NW Guy Street – repair water damage caused by broken pipe in kitchen; replace gas furnace and install Low E windows
- Scout House – replace heater after gas leak detected
- City Hall Senior Center – installed a remote control movie screen and rebuilt the west wall to make it a tack wall.



CITY OF PULLMAN

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3208 Fax (509) 334-2751
admin@ci.pullman.wa.us

MEMORANDUM

TO: City Councilmembers
FROM: Glenn A. Johnson, Mayor
RE: Confirmation of Appointment
DATE: April 27, 2010

The Council is requested to confirm this appointment.

LODGING TAX ADVISORY COMMITTEE

Charlene Jasper, Pullman, 332-7202 (h), 432-8501 (cell) appointed to an indefinite term to be reviewed annually on December 31.

LIBRARY BOARD OF TRUSTEES

Elizabeth Hindman, Pullman, 332-0834 (h), 336-9660 (cell) appointed to a term to expiring December 31, 2014.

cc: Staff Liaisons

MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
MARCH 23, 2010

Roll Call

A regular meeting of the City Council of the City of Pullman was held on March 23, 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.

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 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 announced that item No. 4, Resolution No. R-21-10, had been pulled by the property owners. 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 Consent Agenda from the Council. Councilmember Wright moved, Councilmember Bloom seconded to adopt items

numbered 1 through 3, 5, and 6 on the Consent Agenda.

Motion Carried.

Motions

- | | | |
|-------------------------|----|--|
| Minutes - March 6, 2010 | 1. | The Council dispensed with the reading of the minutes of the special meeting of March 6, 2010, and approved them as submitted. |
| Minutes - March 9, 2010 | 2. | The Council dispensed with the reading of the minutes of the regular meeting of March 9, 2010, and approved them as submitted. |
| Tourism Funds | 3. | The Council approved the use of tourism funds to pay the Chamber's Office Manager for time spent on tourism-related work. |

Resolutions

- | | | |
|--|----|--|
| Resolution No. R-22-10 - Palouse Conservation District | 5. | Resolution No. R-22-10

A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF PULLMAN AND PALOUSE CONSERVATION DISTRICT FOR THE PURPOSE OF COMPLETING A RIPARIAN RESTORATION PROJECT ON THE SOUTH FORK OF THE PALOUSE RIVER. |
|--|----|--|

Resolution No. R-22-10 was adopted unanimously.

- | | | |
|--|----|--|
| Resolution No. R-23-10 - Public Hearing Date | 6. | Resolution No. R-23-10

A RESOLUTION SETTING A DATE FOR A PUBLIC HEARING FOR THE ADOPTION OF A SIX-YEAR TRANSIT DEVELOPMENT PLAN FOR 2010-2015 AND 2009 TRANSIT ANNUAL REPORT FOR THE CITY OF PULLMAN. |
|--|----|--|

Resolution No. R-23-10 was adopted unanimously.

REGULAR AGENDA

Public Hearing

- | | | |
|--|----|---|
| Ordinance No. 10-5 - Hinrichs Annexation | 7. | Mayor Johnson announced that a public hearing is scheduled on a request to annex property. Planning Director Dickinson presented the staff report and noted that this annexation has been in the works since 2004. It originally was 16 acres in size. The Council requested that the applicant add the 21 remaining acres that were unincorporated to this annexation. This 21 acres of land included property occupied by Radio |
|--|----|---|

Palouse, Inc., Radio Station. The annexation request was for 37.4 acres. It is staff's recommendation that the proposed annexation be approved.

Mayor Johnson opened the public hearing. There was no questions or comments. Mayor Johnson closed the public hearing.

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

Ordinance No. 10-5 by title only reads as follows:

AN ORDINANCE ANNEXING TO THE CITY OF PULLMAN CERTAIN CONTIGUOUS REAL PROPERTY LOCATED NORTH OF OLD WAWAWAI ROAD AND WEST OF BIG SKY COURT.

Councilmember Benjamin moved, Councilmember Waldrop seconded to adopt Ordinance No. 10-5. The motion carried unanimously.

Ordinance

Ordinance No. 8. Mayor Johnson announced that an ordinance had been prepared accepting donated property to be used as Mary's Park. City Supervisor Sherman presented the staff report and stated that, in his will, Mr. Herbert W. Neil had donated the property to the City as long as it is turned into a City park to be known as Mary's Park. The property is approximately three acres which is similar in size to the Terre View Park which is three and a quarter acres. Recreation Superintendent Dahmen did a PowerPoint presentation with various views of the property. The pictures were taken in the last few days.

Sue Kreikemeier, Kiwanis Club, was invited to talk by City Supervisor Sherman. She stated that the Kiwanis were real excited about the acquisition as at some point we could get ADA accessible facilities at the park.

City Planner Dickinson presented a staff report and went over the zoning of the property. City Supervisor Sherman stated that Parks Superintendent Davis had done a lot of work on this property and encouraged approval of taking this property into the park system.

Mayor Johnson asked if there were any questions. Councilmember Paul wanted to know where the paths connected along Bishop Boulevard. He asked if it connected with the Chipman Trail. Recreation Superintendent Dahmen stated it would be easy to connect the paths in this area without too many problems.

Councilmember Paul asked if this area would be suitable for an aquatic playground for children. Councilmember Bloom asked the cost to maintain this park. City Supervisor Sherman stated it would be extremely hard, at this point and time, to make that determination. This is a long-term project and in the short term the first things we will do are general cleanup, put in a parking lot, and an ADA accessible area. Mayor Johnson noted that volunteer groups are usually looking for this type of cleanup project. Later we would put in irrigation and develop the property, but that is further on down the road. Councilmember Bloom asked for a fiscal impact analysis on the long-range planning on this project. He noted that "free" is never "free".

Ordinance No. 10-6 by title only reads as follows:

AN ORDINANCE ACCEPTING PROPERTY DONATED BY HERBERT W. NEIL, DECEASED, FOR PUBLIC PARK PURPOSES.

Councilmember Waldrop moved, Councilmember Bloom seconded to adopt Ordinance No. 10-5. The motion carried unanimously.

Discussions

Tax Sharing Agreement Proposal
with Whitman County

9. Mayor Johnson announced that a discussion is scheduled on a tax-sharing proposal with Whitman County. City Supervisor Sherman presented the staff report and stated that two weeks ago Whitman County Commissioner Greg Partch and Whitman County Public Works Director Mark Storey gave a presentation on their proposal on the joint sharing area to the City Council. City Supervisor Sherman, at that time, recommended receiving the proposal and scheduled this discussion tonight to discuss ideas on the proposal. City Planner Dickinson presented a slide of the area that was easier to see the area in question than what was shown at the Council meeting two weeks prior. The Council had requested a map that was easier to distinguish

the area under consideration. City Supervisor Sherman reiterated that the tax-sharing area only applies to retail sales and only applies to the 1 percent of the 7.8 percent tax that goes to the City and County. This split is 85 percent to the City of Pullman and 15 percent goes to the County. In the unincorporated portion in the tax-sharing area the split would be 50-50 with both the City and the County putting 10 percent of that split into a separate fund dedicated to infrastructure development. The tax sharing area also would not apply to the Hawkins area or James Toyota.

Councilmember Waldrop asked for clarification on the boundaries as his initial thought was that it was just the corridor area. City Supervisor Sherman stated that was the agreement in 2005. In 2007, it was changed to the whole area in the tax-sharing area but not in the City proper. Councilmember Bloom asked for clarification that the County would not fight annexation if the split was in place. City Supervisor Sherman assured him that was the situation. Councilmember Benjamin wanted to know about conversion of existing facilities to retail. Councilmember Bloom questioned the treatment of sales of crushed rock or nursery items. They requested a list of what would or would not be considered retail. City Supervisor Sherman said that this would be discussed and a list of what constituted retail sales would be drawn up as part of the final agreement. Councilmember Bloom was in agreement with the concept but he said that nothing would happen unless we do something to move the ball forward. Councilmember Weller stated he agreed with Councilmember Bloom and reiterated his comment of two weeks ago that this was out-of-the-box thinking that we needed. Councilmember Weller voiced concerns on the allocation of .09 funds administered by the County and if control of these funds needed to be tightened up.

Councilmember Benjamin pointed out that we needed to protect our growth area and he also wanted to know if we could keep the sales tax and property tax ramp downs separate. City Supervisor Sherman indicated there was no ramp down in the sales tax just in the property tax.

City Supervisor Sherman then clarified some of the other points in his memo. The original proposal was for a six-year ramp down, the County

was looking for ten. Councilmember Bloom indicated that ten would be fine. The twenty-five year limitation of the agreement was considered okay. Any extension of utilities in the area would be at the developers expense. Councilmember Waldrop wanted some protective language to make sure that would occur. The planning language was deemed okay and Councilmember Waldrop wanted some language to prevent what happened to the City of Spokane in the extension of utilities. We just need some language in there to clarify responsibilities.

Second City
Council Retreat

10. Mayor Johnson announced that a discussion is scheduled on the second City Council goal-setting retreat. City Supervisor Sherman recommended April 13 as the designated date for the second City Council goal-setting retreat. Council, by consensus, agreed with this date.

NEW BUSINESS

Mayor Johnson asked if there was any new business from either the Council or audience. Councilmember Waldrop asked about the Kitty Bus. Public Works Director Workman indicated it was gone.

EXECUTIVE SESSION

Mayor Johnson announced that the Council would adjourn to Executive Session for the purpose of:

To review the performance of a public employee and to discuss the strategy or position to be taken by the City during the course of collective bargaining or grievance proceedings.

Mayor Johnson adjourned the meeting at 8:44 p.m. and announced that the Council would take a five-minute recess and return in approximately 40 minutes. At 9:30 the time was extended an additional fifty-five minutes.

Mayor Johnson reconvened the regular meeting at 10:27 p.m.

ADJOURNMENT

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

Motion Carried.

Mayor Johnson adjourned the regular meeting of
the City Council at 10:27 p.m.

Mayor

ATTEST:

Finance Director

MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
APRIL 13, 2010

Roll Call

A special meeting of the City Council of the City of Pullman was held on April 13, 2010, at 6:30 p.m. in the Large Conference Room, 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 6:30 p.m.

Announcements

Mayor Johnson made three announcements.

REGULAR AGENDA

Workshop

Goal-Setting
Retreat

The following goals were suggested by the City Council as they reviewed the goal-setting notebooks. Additional goals were suggested by individual City Councilmembers.

1. Within the scope of budget constraints, make every effort to keep present city employees fully employed during this recessionary period. Continue to carefully track financial trends and apply year-end reserves to address the 2011 budget. Be prepared to respond promptly and appropriately to city revenue shortfalls or expenditure increases that would trigger changes in the adopted 2010 budget. Continue to provide updates on current economic conditions and the city's financial status throughout 2010 and be prepared to establish budget priorities should the financial situation deteriorate to the point that adopted 2010 service levels cannot be sustained.

2. Use any 2009 year-end savings to maintain the 13 percent General Fund reserve. As a long-term goal, evaluate increasing the reserve to 16 percent in keeping with the Government Finance Officers Association (GFOA) suggestion for having a two-month operating reserve.
3. Document long-term capital needs and establish a plan to fund priority projects. Consider earmarking some of the new revenues generated by new businesses to address capital needs. Establish an enterprise or other fund to preserve new tax revenue for capital requirements.
4. Continue to support the following on-going activities:
 - a. Strengthen the economic growth of the city and surrounding area by encouraging private capital investment and development.
 - b. Highlight WSU and support higher education, including community colleges.
 - c. Support the Pullman-Moscow airport improvement projects.
 - d. Beautify highly visible public spaces including Grand Avenue and Davis Way.
 - e. Explore the concept of park & ride lots and vehicle storage lots.
 - f. Oppose the overwhelming stormwater regulation policies being enforced by the state.
 - g. Work with WSU to pursue the water re-use program, including utilization of water at the golf course.
 - h. Promote Pullman's sustainability.
 - i. Explore opportunities/partnerships for the acquisition of land or the shared use of recreational fields.
5. Address issues on all the hills in Pullman that

are typical of problems that are occurring on College Hill. Provide reports and make recommendations to the City Council on code enforcement and neighborhood improvements.

6. Continue to explore the creation of a self-supporting or shared grant writer position to explore opportunities such as constructing a trail between Pullman and Colfax.
7. Develop plans for a south loop pedestrian/bicycle trail.
8. Encourage promoting awareness of safe sledding areas in Pullman.
9. Continue to work on the installation of a new traffic signal at Bishop Boulevard and Klemgard Avenue near Franklin Elementary School.
10. Consider using lodging tax monies to design a plan for a Lawson Gardens wedding-meeting facility.
11. Review improvement and construction concepts for fire stations and fire station locations.
12. Support the wellness program and explore all opportunities available.
13. Explore options for improving electrical inspections including considering taking over electrical inspections within the city of Pullman.
14. Explore opportunities with Whitman County and Washington State University for establishing a Geographic Information System (GIS) for Pullman.
15. Explore broadcasting City Council meetings on a social network, such as YouTube.
16. Pave an asphalt path on the north side of Bishop Boulevard where there are gaps in the sidewalk system.

ADJOURNMENT

Councilmember Bloom 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 8:19 p.m.

Mayor

ATTEST:

Finance Director

REQUEST FOR COUNCIL ACTION

For Meeting of: April 27, 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 April, 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

mmf

4/20/10

City Supervisor

gof

4/22/10

City Attorney
(As To Form)

lmaj

4-23-10