

MINUTES OF THE CITY COUNCIL  
OF THE CITY OF PULLMAN  
OCTOBER 11, 2011

**Roll Call** A regular meeting of the City Council of the City of Pullman was held on October 11, 2011, 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** There were four announcements.

Mayor Johnson adjourned the meeting to conduct the Metropolitan Park District meeting at 7:31 p.m.

Mayor Johnson reconvened the regular meeting at 7:34 p.m.

**ORDER OF BUSINESS** Approval of Recommendations of Consent Agenda Items

**CONSENT AGENDA**

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

Motion Carried.

City Attorney Werst 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. There were none. Councilmember Benjamin moved, Councilmember Bloom seconded to adopt the Consent Agenda as presented.

Motion Carried.

**Motions**

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| Minutes - September 27, 2011  | 1. | The Council dispensed with the reading of the minutes of the regular meeting of September 27, 2011, and approved them as submitted.  |
| Accounts Payable, Payroll, and Electronic Transfers - October, 2011 | 2. | The Council approved disbursements represented by accounts payable checks numbered _____ through _____ totaling \$ _____ inclusive, payroll checks numbered _____ through _____ totaling \$ _____ inclusive, and electronic transfers totaling _____ |

\_\_\_\_\_ and directed that they be paid upon approval of the Auditing Officer and Audit Committee.

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| Pioneer Center/<br>Fire Station EECBG | 3. | The Council accepted as complete Contract No. 10-03, Pioneer Center/Fire Station No. 2 EECBG. |
| Change Order on<br>ERD Expansion      | 4. | The Council ratified Change Order No. 2 to Contract No. 08-21, ERD Expansion.                 |

**Resolutions**

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| Resolution No.<br>R-67-11 - Engi-<br>neering Services<br>Agreement with AEI | 5. | Resolution No. R-67-11<br><br>A RESOLUTION AUTHORIZING THE EXECUTION OF AN ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY OF PULLMAN AND AEI ENGINEERING, INC. FOR THE PURPOSE OF PROVIDING THE ARC FLASH HAZARD ASSESSMENT PROJECT. |
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Resolution No. R-67-11 was adopted unanimously.

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| Resolution No.<br>R-68-11 - Transit<br>Agreement with WSU | 6. | Resolution No. R-68-11<br><br>A RESOLUTION AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE 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 2011-2012 SCHOOL YEAR. |
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Resolution No. R-68-11 was adopted unanimously.

**REGULAR AGENDA**

**Public Hearings**

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| 2012 Revenue<br>Sources | 9. | Mayor Johnson announced that a public hearing is scheduled on 2012 revenue sources. Finance Director Mulholland presented the staff report and a PowerPoint presentation on revenues. He discussed projected revenues from taxes and licenses. He stated that property tax includes \$6,400,000 in new construction. He stated that sales tax has been better than projected at 104.48 percent of the budget, but with the opening of Walmart in Moscow we can expect to lose 35 percent. He stated that WSU construction should help fill the gap. He also stated we have had a 4.2 percent increase in taxes from last year. He discussed intergovernmental services and went through revenue sources. He went through the budgeted revenues by category and stated that building permits are up. He discussed General Fund cash stating that each year the cash reserves are decreasing. By the end of 2012, at the current rate we are spending, we will only have \$500,000 left in cash. We will need to increase property tax values by 1 percent for next year. |
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Finance Director Mulholland stated that we have recently been notified by the Department of Revenue that they overpaid us \$331,000 from 2004 to 2010 and we will have to repay this amount. Councilmember Bloom stated that who is to say they have not made another mistake. City Attorney Werst stated this is driven by an amendment to a R.C.W. and we were just notified of the overpayment. They are researching this, but we have no control over this. He stated that we have

asked for this in writing and to provide the appeal process. They will allow us to pay part of the cost this year and the rest next year.

Finance Director Mulholland stated that we need to look hard at the budget. He stated that we need to use caution about across-the-board cuts as we have some departments that would be out of business.

Mayor Johnson opened the public hearing. There was no one who wished to speak. Mayor Johnson closed the public hearing.

Expenditure of  
Remaining 2007  
Bond Funds

8. Mayor Johnson announced that a public hearing is scheduled on the remaining 2007 bond funds. City Supervisor Sherman presented the staff report stating that the Council had discussed this at the July 19 meeting. He went through projects that were funded by the bond and stated that we have \$680,000 in savings from the bond.

Public Works Director Workman discussed proposed projects to be completed with the money. He stated that the cost for Terre View Trail is estimated at \$677,000. The cost to build Johnson Trail is estimated at \$128,000, but we do not own all the land. A center raised island in Bishop Blvd. could also be a problem. The Loretta Anawalt Bridge is estimated at \$440,000, but we also do not own all the land and the Wawawai Road Trail is part of another project so he does not have an estimate for it.

Councilmember Bloom asked if this is current dollars. Public Works Director Workman responded that it is. Councilmember Waldrop stated that the first projects have alternate sidewalks, but Wawawai Road does not. He asked about the cost of a trail from Copper Basin to Jefferson. Public Works Director Workman responded that he does not have any costs put together for such as trail.

City Supervisor Sherman stated that at an earlier meeting most Councilmembers supported a wading or spray pool. He stated that the money cannot be used for General Fund projects. City Attorney Werst stated that it could be used to help pay off the bonds. 95 percent of the bond proceeds must be used for Parks projects and only 5 percent could go to pay off the bonds. Councilmember Bloom and Finance Director Mulholland discussed the percentages that must be used for Parks and to pay off the bond.

City Supervisor Sherman discussed what other entities are doing and stated that he checked with the City of Kelso and they no longer have a regular pool, they have gone to spray pool. There are issues of what to do with the water. He stated that the City of Puyallup has also had issues with recycling the water.

Karen Johnston, Aquatics Manager, discussed recirculation of water. She stated if you recycle the water you need chemicals.

Councilmember Paul asked if we could use the existing holding tanks. Councilmember Bloom asked about the operational costs. Aquatics Manager Karen Johnston stated that with a spray pool no lifeguards are needed. She stated that

at busy times, they can have four or five lifeguards on duty at the pool.

City Supervisor Sherman and City Attorney Werst discussed laws governing the bonds.

Parks Superintendent Davis stated that the priority list from the Parks and Recreation Commission was provided in the packet. He stated that the Commission did not feel that the Copper Basin Trail is a priority.

Recreation Superintendent Dahmen stated that the Parks and Recreation Commission came up with five projects as its priority.

John Lagerquist stated he is on the Parks and Recreation Commission and they had came up with five projects. These projects are the wading pool with spray features, a pool liner at Reaney Park, City Playfield dugout and scoreboard upgrades, ADA playground equipment at Mary's Park, and replace the picnic shelter at Kruegel Park.

Councilmember Paul asked if liners and possibly the sides of the pool need replacing. Parks Superintendent Davis stated that the lap pool seams are pulling apart.

Councilmember Benjamin asked if looking at the five projects, which would result in maintenance savings and which would increase staff time and maintenance. Parks Superintendent Davis stated that the spray pool would reduce some maintenance costs and there would possibly be savings with the guards. Making the dugouts concrete would make it easier to clean them. He stated that at the current time they are only mowing at Mary's Park and picnic shelters cut costs. He stated that improvements help cut costs.

Mayor Johnson asked about water usage. Parks Superintendent Davis stated that the liner will have to be fixed and we keep water in the pools year-round, while a spray pool would not require water year-round.

Councilmember Benjamin asked if we would keep the current spray feature at the park. Parks Superintendent Davis stated it would be nice to keep the current spray feature. Councilmember Paul stated that the City of Kelso has a picnic area near their spray feature and asked if it was possible we could do this. Parks Superintendent Davis stated we could fence it and possibly extend the deck. We could have tables and umbrellas.

City Supervisor Sherman stated that if we converted the lap pool to a spray pool, the earliest this could be done was 2013 and we would still have the Aquatic Center. It is a one-time opportunity. He discussed improving Reaney Pool and bathhouse. He commended Pullman Civic Trust for all the work they did on this and for supporting both bond issues.

Councilmember Weller stated that the spray pool is a great opportunity, but it is hard to justify to people who are concerned about the budget. Mayor Johnson stated there are different types of funds and this is a restricted fund.

Councilmember Waldrop asked if \$60,000 would complete the Missouri Flat Creek Bridge. Public Works Director Workman stated it is now in the Arterial Street Plan. Councilmember Paul commended the Pullman Civic Trust for their work. Councilmember Bloom stated that he is concerned about any elements that will add costs. We need to protect and update current assets instead of adding costs.

Mayor Johnson opened the public hearing.

Karl Boehmke, Pullman Civic Trust, stated that trails have improved the appearance of the City. All kinds of people use the trails and they encourage healthy activities. The trails are inviting and this is an opportunity to extend the trail system. We have gaps in the trail and this could fill some of those gaps.

Lisa Carloye, Pullman Civic Trust, discussed the trail system. There are eight miles of trails and Terre View has a break in the trail. She has concerns for safety with breaks in the trails. She encouraged the Terre View proposal. She stated that trails are an important part of Pullman.

Dave Gibney stated the trails are great, but he remembers when the mothers and children came to Council asking for a spray pool. They raised money and gave it to the Council for a spray pool. He feels the Council should do the spray pool.

Shawn Shettie stated that he has a two-year-old son and he takes his son to Moscow because they have a spray pool. He would like to see a spray pool in Pullman.

John Lagerquist stated he favors the spray pool. It would have been good to have a spray pool when his kids were little. The new dugouts would also be an asset to Pullman. He uses the trail system, but some of the improvements would take the entire amount of money.

Mayor Johnson closed the public hearing.

Recreation Superintendent Dahmen stated that spray pools can increase funds. Councilmember Bloom stated that he would like us to develop a program for a life-cycle cost analysis. We need to find out the entire cost of a project. Trails need less maintenance. He has a concern about using all the money on the Terre View project. He likes the dugout idea. We could do the pool and dugouts and use any money left over for trails.

Councilmember Waldrop stated that the spray pool has been before them for years. He feels we should do the spray pool. He would also like to see a cost estimate for a trail from Copper Basin to Jefferson.

Councilmember Paul stated he agreed with Councilmember Bloom. Councilmember Weller stated he also agreed with Councilmember Bloom. If we do it, we should do it right and right away. There are possible economic benefits.

Councilmember Wright discussed the pools and stated she agreed with Councilmember Bloom's

recommendations. The spray pool is the first priority and she agrees with the concept of a path from Copper Basin to Jefferson.

Councilmember Benjamin discussed trails. He would like to see a plan for the spray pool. This could make the park work for other things.

Councilmember Waldrop moved that we proceed with the preliminary design of the spray pool with options to include a pool liner and also to obtain more information to study the Copper Basin path. Councilmember Hawbaker seconded the motion. Public Works Director Workman stated that the path could be done in-house, but the spray pool should have a consultant. He would like to get professional insight into the project. The motion carried unanimously.

- Resolution No. 9.  
R-69-11 - Trans-  
portation Improve-  
ment Plan
- A public hearing is scheduled on amending the 2011 through 2017 Transportation Improvement Plan. Public Works Director Workman presented the staff report stating that an application has been submitted to the State Transportation Improvement Board that would improve Wawawai Road. He described the project stating that the road would be widened, reconstruction of half of the roadway width, and overlay of the entire width of the street section from Main Street to Marcia Drive. He also said that an application is being prepared for a Surface Transportation Program grant for the Stadium Way Resurfacing project. This would be for reconstructing the asphalt street surfacing of Stadium Way from Grand Avenue to Orchard Drive following rehabilitation of stormdrain and water lines. To qualify for these grants, the City's Six-Year Transportation Improvement Program needs to be amended to include these projects.

Councilmember Bloom asked about cleaning up the junipers/landscaping. Public Works Director Workman responded they could look into this. Councilmember Bloom asked about a LID for stormwater. Public Works Director Workman responded that could be looked into.

Mayor Johnson opened the public hearing. There were no comments and or questions from the public. Mayor Johnson closed the public hearing.

Resolution No. R-69-11 by title only reads as follows:

A RESOLUTION AMENDING THE SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF PULLMAN FOR CALENDAR YEARS 2012 THROUGH 2017.

Councilmember Waldrop moved, Councilmember Bloom seconded to adopt Resolution No. R-69-11. The motion carried unanimously.

**Ordinance**

- Ordinance No. 10.  
11-12 - Budget  
Amendment
- Mayor Johnson announced that an ordinance has been prepared amending the 2011 budget. Finance Director Mulholland presented the staff report requesting that the budget be amended in the General Fund, Transit Fund, Government Buildings Fund, Lawson Gardens Fund, Utility Fund, ERD Fund, 2007 Bond Fund, and Downtown Riverwalk Fund.

Councilmember Benjamin asked why the extra costs

for voter registration. City Supervisor Sherman responded this was actually for maintenance of the voter registration rolls.

Ordinance No. 11-12 by title only reads as follows:

AN ORDINANCE AMENDING ORDINANCE NO. 10-28 ADOPTED DECEMBER 7, 2010, AND ENTITLED "AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF PULLMAN FOR THE YEAR 2011".

Councilmember Bloom moved, Councilmember Benjamin seconded to adopt Ordinance No. 11-12. The motion carried unanimously.

**Discussion**

Pre-Budget  
Workshop

11. Mayor Johnson announced that a discussion is scheduled for a pre-budget workshop. City Supervisor Sherman presented the staff report. He talked about the decline in the City's cash reserves. He stated we need to take action early in 2012 if things have not turned around. We have some positive things happening and we currently have construction projects. He asked if we should balance the budget with reserves with cuts in the first quarter of 2012 if it does not improve and, if we make cuts, should they be vertical or horizontal cuts.

Councilmember Waldrop stated that prior Finance Director Jack Tonkovich had forecast this. Mayor Johnson stated that former Finance Director Troy Woo also had forecast this.

The consensus of the Council was to balance the budget with reserves and to reconsider the budget early in 2012. They also said to wait until February on how to cut the budget. They discussed ways to cut the budget. Councilmember Waldrop stated it is inappropriate for one City department to feel it can balance its budget out of another department.

City Supervisor Sherman discussed the Capital Improvement Program. He asked if three projects should be funded. These three projects are \$14,000 for Police Department automatic door openers, \$42,000 for residing of Fire Station No. II, and \$50,000 for a generator at Fire Station No. II. Councilmember Waldrop stated these are not high priority items, we should save to replace a fire pumper. Public Works Director Workman stated that the automatic doors and generator could be deferred, but the siding at the fire station is rotting and rain is getting in the building. Building Maintenance could do repairs that would last a year or two. The consensus of the Council was to defer these projects.

The next question was should we continue the \$100,000 General Fund CIP Reserve. The consensus of the Council was to maintain this fund. The Council then discussed replacing the \$60,000 City Hall exterior repair with a \$5,000 study. The consensus of the Council was to do the \$5,000 study. The next two questions were should the City defer the cost of replacement of the Chief of Police's vehicle and replacement of the 1987 Jeep Cherokee in the Fire Department. The consensus of the Council was to defer these two vehicles. Public Works Director Workman stated the City is looking

at lease-return options for vehicles.

Question No. 6 was does the Council wish to defer the \$30,000 replacement of the Engineering Dept. 1995 Ford Ranger pickup truck for one year. Councilmember Wright asked which of the three vehicles need to be replaced first. Public Works Director Workman stated the Fire Department vehicle should be replaced first. Councilmember Bloom asked if we delay these purchases is this not adding money to next year's budget. Public Works Director Workman stated the vehicles would have to be replaced in the future. The consensus of the Council was to delay replacing this vehicle.

The Council then considered if they should defer the \$20,000 for the Police Parking Management System. Police Chief Jenkins stated that the current software is outdated. He found a vendor who would upgrade the system with no costs. Councilmember Benjamin asked if the vendor would add charges later. Police Chief Jenkins stated that he has worked with this vendor and not had a problem. The consensus of the Council was to defer this project.

Item No. 8 was if the Council should defer the \$18,000 for the Parks share of the entry sign project. This is the "Welcome to Pullman" sign. The consensus of the Council was to defer this project.

Item No. 9 was to reduce the Metropolitan Park District set aside by \$29,650. This would be the Pioneer Center lighting and sound baffles at the Aquatic Center. Councilmember Waldrop stated these projects should be completed. The consensus of the Council was to complete these two projects.

City Supervisor Sherman then discussed employee salaries and benefits. He stated that the Police and Fire Departments are now under the same insurance as the rest of the City employees. He stated that salaries are not competitive, but the City pays full insurance for employees and dependents. He stated that Police and Fire Department employees do not receive a VEBA payment while Transit is receiving \$50 a month for each employee's VEBA. He requested that effective January 1, 2012, the City increase salaries by \$100 per month for all non-union employees except the Chief of Police and Police Operations Commander, who recently received salary adjustments, and eliminate the monthly VEBA contribution. The consensus of the Council was to give non-union employees \$100 per month and eliminate VEBA.

City Supervisor Sherman then asked the Council to consider a pay and classification study for employees in 2012 in order to address internal pay inequities and market issues. He stated that BDPA is the City's consultant for pay and classification issues. He also stated that participation in this study would be voluntary for the union bargaining groups. The consensus of the Council was to do a pay and classification study.

City Supervisor Sherman stated the City is currently contracting with Kirkpatrick & Lockhart Preston Gates Ellis LLP. It is appropriate for the City to occasionally ask for proposals for legal services. He asked the Council to authorize



sending out a request for proposals for legal services for 2012. Mayor Johnson stated that we need experience in municipal law. The consensus of the Council was to send out proposals for legal services for 2012.

#### **NEW BUSINESS**

Mayor Johnson asked if there was any new business from either the Council or audience. Councilmember Benjamin stated that the Association of Science Technology Center in *The Dimensions Magazine* had a recent article recognizing the Palouse Discovery Science Center in Pullman.

#### **ADJOURNMENT**

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

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 9:52 p.m.