

MINUTES OF THE CITY COUNCIL  
OF THE CITY OF PULLMAN  
OCTOBER 16, 2012

**Roll Call**

A regular meeting of the City Council of the City of Pullman was held on October 16, 2012, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
Bill Mulholland	Finance Director
Francis Benjamin	Councilmember
Jeff Hawbaker	Councilmember
Fritz Hughes	Councilmember
Bill Paul	Councilmember
Derrick Skaug	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 eight announcements. One of the announcements dealt with promoting e-readers focus groups and Ashley and Waylon talked about the program and trying to put together a focus group. October is "National Pharmacy Month" and K.C. Carter, a second-year pharmacy student, talked about the activities that were going on around the City.

**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 Skaug moved, Councilmember Weller seconded to read the Consent Agenda.

Motion Carried.

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

Motion Carried.

**Motions**

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| Minutes - October 9, 2012                      | 1. | The Council dispensed with the reading of the minutes of the regular meeting of October 9, 2012, and approved them as submitted. |
| Microwave Radio System Design and Installation | 2. | The Council accepted as complete Contract No. 10-13, Microwave Radio system Design and Installation.                             |

**Resolution**

Resolution No.  
R-62-12 - Storm  
Drain Easement

5. Resolution No. R-62-12

A RESOLUTION ACCEPTING A STORM DRAIN EASEMENT AND A WATER LINE EASEMENT FROM TOMASON PLACE, LLC; A WATER LINE EASEMENT AND AN ACCESS EASEMENT FROM TOMASON PLACE II, LLC; AND AN ACCESS EASEMENT FROM VBC TERRE VIEW II, LIMITED PARTNERSHIP.

Resolution No. R-62-12 was adopted unanimously.

## **REGULAR AGENDA**

### **Discussion**

Pre-Budget  
Workshop

6. Mayor Johnson announced that a Pre-Budget Workshop is scheduled. Acting City Supervisor Workman opened up with background of the previous meetings where there was a starting deficit of \$581,908 between submitted General Fund budget and the projected revenues. Council accepted the recommendations to close this gap by resetting budgets for Police, Fire, and Library to 2012 levels with further distributed reductions of \$138,610. As the most knowledgeable about their individual departments, department heads were given the responsibility to develop strategies to realize the necessary reductions and present them to Council and the public. It will also be the department heads' responsibility to implement this strategy and ensure that their budgets are not exceeded at the end of 2013.

First up was Commander Chris Tennant, filling in for Chief Jenkins who is out of town at a meeting. He went through the recommendations to achieve the targeted budget amount which consisted primarily of not filling one part-time Records vacancy and keeping one Police vacancy while filling another. The request to City Council was to follow the staff recommendation by holding one part-time Records Specialist position vacant in 2013 as well as a Police Officer and to fill the one position officer in 2013.

Councilmember Weller wanted to know if the staffing numbers per 1,000 for Pullman included students. He also asked with increases in the population and increased activity at events, if they were impacted. Also did they receive monetary assistance from WSU. Commander Tennant said they were impacted and they had no contracts.

There being no further questions, Fire Chief LaVielle went through his proposal which focused on Table No. 3 of his new report, which was a result of having to redo his budget for an oversight relating to ERD. Amortization was not included in his original budget. Councilmember Hughes queried about payments from WSU and the interlocal agreement. He also made mention of the hazmat issue. Councilmember Benjamin noted that the numbers did not add up with what he had. He wanted to know if this was the final revision. Councilmember Weller said that the questions that he had on the interlocal were answered.

Next up was the Library. Library Director Bailey went through her report. They had a strategy "A" and "B" and they were recommending strategy "A". Strategy "A" consisted of the closure of four operating hours per week starting November 4 through 2013 with a commensurate adjustment in hours of operation. Filling vacant positions, one part-time Youth Service Technician in March, one time-slip non-benefit hourly reference assistant in January 1, February 1, and March. Other line item reductions that equal \$49,459. Councilmember Weller wanted to know if they looked at patterns when they were considering adjusting hours. Library Director Bailey said they looked at two-and-one-half years of data. He noted that it looks like a confusing schedule. Library Services Director Bailey agreed, but said it was one that would work. Councilmember Paul wondered if Wednesday-Thursday hours of 9 to 6 would be better at 10 to 7. Library Services Director Bailey answered that story time is at 9:30 a.m. and when care givers and parents bring in their children for that, the book circulation increases. The consensus was that Council approved Strategy "A".

Mayor Johnson did a wrap up. Councilmember Benjamin wanted to make certain that Finance Director Mulholland verified the numbers from the Fire Department before finalizing the budget. Finance Director Mulholland said he would do that first thing in the morning.

Acting City Supervisor Workman thanked everybody for stepping up in the occasion but he also said they would probably need a clear cut motion approving the changes as well as filling the open positions that had been proposed at this time.

Councilmember Hughes moved, Councilmember Hawbaker seconded to approve. The motion carried unanimously.

#### **NEW BUSINESS**

Mayor Johnson asked if there was any new business from either the Council or audience. Councilmember Weller brought up the research he had been doing from various sources to include the Lincoln Institute. A lot of the Universities are making payments in lieu of taxes to cities where the university resides. He thought we should pursue this. Mayor Johnson noted that we have been doing just that for some time with looking at all contract renewals. Councilmember Wright mentioned the Town/Gown review and putting pressure on communities to support quality of life. Councilmember Skaug noted that the students definitely pull their weight with the fees they pay and the money they spend in rents and food here in town.

#### **ADJOURNMENT**

Councilmember Wright 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 8:14 p.m.