

MINUTES OF THE CITY COUNCIL  
OF THE CITY OF PULLMAN  
JANUARY 8, 2008

**Roll Call**

The regular meeting of the City Council of the City of Pullman was held on January 8, 2008, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

|                  |                  |
|------------------|------------------|
| Glenn A. Johnson | Mayor            |
| Troy Woo         | Finance Director |
| Francis Benjamin | Councilmember    |
| Keith Bloom      | Councilmember    |
| Ann Heath        | Councilmember    |
| Bill Paul        | Councilmember    |
| Barney Waldrop   | Councilmember    |
| Nathan Weller    | Councilmember    |

**Call to Order**

Mayor Johnson called the regular meeting to order at 7:30 p.m.

**Announcements**

There were four announcements.

**Reports**

2008 Goal-Setting

Mayor Johnson announced a report is scheduled on the 2008 goal-setting process. City Supervisor Sherman presented the staff report on 2008 goal setting. There were no questions.

Dr. Martin Luther King, Jr. Celebration

Human Resources Manager Sires presented the staff report on Dr. Martin Luther King, Jr. community celebration events. There were no questions.

WSU Capital Planning Presentation

The WSU Capital Planning presentation was delayed until after item No. 8.

**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 the 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 Waldrop seconded to read the items on the Consent Agenda by title only.

Motion Carried.

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

Motion Carried.

**Motions**

Minutes - December 11, 2007

1. The Council dispensed with the reading of the minutes of the regular meeting of December 11, 2007, and approved them as submitted.

- Accounts Payable, Payroll, and Electronic Transfers - January
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.
- Change Order on Water System Security Improvements
3. The Council ratified Change Order No. 1 on Contract No. 05-10A, Water System Security Improvements.
- Turner Drive Sewer Complete
4. The Council accepted as complete Contract No. 07-07, Turner Drive Sewer.
- Equipment Grant Application with WASPC
5. The Council authorized an Equipment Grant application with the Washington Association of Sheriffs and Police Chiefs (WASPC) for the purchase of two radars.

**Resolution**

- Resolution No. R-1-08 - Pullman-Moscow Airport Agency Fund Loan
6. Resolution No. R-1-08
- A RESOLUTION AUTHORIZING SHORT-TERM LOANS FROM THE GENERAL FUND TO THE PULLMAN-MOSCOW AIRPORT AGENCY FUND.
- Resolution No. R-1-08 was adopted unanimously.

**Ordinance**

- Ordinance No. 09-1 - Aspen Court
7. Ordinance No. 08-1
- AN ORDINANCE RENAMING BECK COURT AS ASPEN COURT.
- Ordinance No. 08-1 was adopted unanimously.

**REGULAR AGENDA**

**Ordinance**

- Ordinance No. 08-2 - Construction Code
8. Mayor Johnson announced that an ordinance had been prepared relating to Title 2, Construction Code. Public Works Director Workman presented the staff report which included a summary of the proposed changes to the City Construction Code. Mayor Johnson asked for confirmation that the changes conform with the State's construction code. Public Works Director Workman responded. Ordinance No. 08-2 by title only reads as follows:
- AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, RELATING TO TITLE 2 CONSTRUCTION CODE, AMENDING SECTIONS 2.10.010, 2.10.060, 2.10.090, 2.10.110, 2.10.130, 2.15.010, 2.15.015, 2.15.030, 2.15.040, 2.20.010, 2.25.010, 2.30.010 and 2.35.010 OF THE PULLMAN CITY CODE AND PULLMAN CITY ORDINANCES NOS. 86-11 §§1, 2, 7, 10, 12 AND 14 (1986); 86-12 §§1, 3 AND 4 (1986); 86-13 §1 (1986); 86-14 §1 (1986); 86-15 §1, (1986); 86-16 §1 (1986); 86-34 §1, (1986); 87-15 §1, (1987); 89-4 §1, (1989); 89-14 §§1, 3, 5, 7, 9, 10 AND 11 (1989); 91-24 §1, (1991); 92-22 §§3, 4, 5, 6, 9 AND 10 (1992); 96-2 §§2, 4, 8, 9, 10 AND 11 (1996); 97-14 §1 (1997); 97-16 §1

(1997); 98-9 §1 (1998); 99-2 §§1, 2, 5, 8, 9, 10, 11 AND 12 (1999); 02-41 §§2, 3 AND 4 (2002); AND 05-2 §§2, 3, 5, 7, 9, 14, 16, 20 AND 23 (2005); ADDING SECTIONS 2.10.160 AND 2.15.050; AND REPEALING CHAPTERS 2.40 SWIMMING POOL CODE AND 2.45 ABATEMENT CODE AND PULLMAN CITY ORDINANCES NOS. 86-11 §12 (1986); 86-17 §§1, 2, 3, 4, 5 AND 6 (1986); 86-18 §§1, 2, 3 AND 4 (1986); 89-14 §12 (1989); 96-2 §§12 AND 13 (1996); 99-2 §13 (1999) AND 05-2 §§22 AND 26, (2005) AND OTHER MATTERS PROPERLY PERTAINING THERETO.

Councilmember Bloom moved, Councilmember Waldrop seconded to adopt Ordinance No. 08-2. The motion carried unanimously.

## Reports

WSU Capital  
Planning  
Presentation

Mel Taylor, Executive Director of Real Estate and External Affairs at WSU, presented a report that included a summary of the WSU real estate projects, properties owned by WSU and WSU improvements made within off-campus housing and the Greek system, and initial discussions about establishing an off-campus housing office. Councilmember Bloom noted that historical houses that Mr. Taylor presented on College Hill were designed by Stanley Smith. Jerry Schlatter, Vice-President of Capital Planning and Development at WSU, presented a staff report that included descriptions of the WSU on-campus projects which included lighting improvements, Library Road Mall and Wilson Road Mall, the WSU Golf Course, the CUB remodel, Martin Stadium improvements, the next phase for the Research and Education Center complex, the Terrell Mall vision, and water reclamation and reuse projects. Councilmember Heath congratulated WSU on its accomplishments on beautifying the campus. Jerry Schlatter and Mayor Johnson responded.

## Discussions

City Council  
Vacancy

9. Mayor Johnson announced that a discussion is scheduled on the vacant City Council position. City Supervisor Sherman presented the staff report which suggested a time frame and the process for selecting a new Councilmember. Councilmember Waldrop suggested that an additional question be added to the candidate application package. The question is are you a registered voter and resident of Ward 3? The City Council concurred with the schedule and the process.

Joint Meeting  
with ASWSU

10. Mayor Johnson announced that a discussion is scheduled on the joint meeting with ASWSU. City Supervisor Sherman presented a staff report and asked if the date was acceptable and if there were any suggested agenda items. City Council concurred with the date and agenda items would be developed prior to the joint meeting.

Rental Inspec-  
tion Discussion

11. Mayor Johnson announced that a discussion is scheduled on rental inspections. City Supervisor Sherman reviewed the issue and suggested a number of options that were developed by City staff, the public, and Councilmembers. City Attorney McAloon presented an update on the City of Pasco's rental inspection program and the legal challenge it is facing. City Supervisor Sherman reported on various staff actions that have taken

place since the November 27 public meeting on the issue. Public Works Director Workman described changes made to the City's process and documentation for the general life and safety inspections. Mayor Johnson suggested that the general life and safety inspections be cross referenced with the fire department's inspections. Public Works Director Workman responded. Councilmember Bloom asked if the general life and safety inspection forms include an area where an individual can request an inspection on specific items. Public Works Director Workman responded. Councilmember Bloom asked how tenants in the City obtain owner or agent information on rental properties. Public Works Director Workman responded. Councilmember Bloom stated that the inspection program seems to be the best way to protect citizens but if that is not available that the City should use a combination of methods to address the issues such as the voluntary certification program, the off-campus housing office, and registering of all businesses and rental properties.

Councilmember Heath stated she was happy that WSU is willing to help establish an off-campus housing office and thanked Mel Taylor and Lynn Myers for their efforts. Councilmember Heath stated she thought that the options the City should use to address the housing issues are the off-campus housing office so the tenants have a resource to focus energy on problem properties and to explore involving national chapters for improving Greek housing. Councilmember Heath stated she is in favor of registering owners.

Councilmember Paul stated the City should continue to use current regulations and simplify the information and that the off-campus housing office should be a joint effort between WSU and the City of Pullman.

Councilmember Benjamin asked if the off-campus housing office was a joint effort would it hinder some of the authority. Mayor Johnson responded. Councilmember Paul stated that he thought the off-campus housing office could address a variety of problems. Mel Taylor stated that the off-campus housing office was in the very initial stages so many of the issues have not been addressed yet.

City Supervisor Sherman reviewed the options that the City Council wish to pursue and suggested that the next public meeting take place in late February or in early March which would be after the joint meeting with ASWSU. Councilmember Heath stated that March would work best for her. The City Council concurred that the next public meeting should be conducted in March.

Business Regis- 12.  
tration

Mayor Johnson announced that a discussion is scheduled on business registration. City Supervisor Sherman presented a staff report that included a history of the issue and brief discussions on options for business registration. Finance Director Woo presented a staff report describing the potential partnership with the State's Master License Service. Mayor Johnson asked how many businesses were located in Pullman. Finance Director Woo responded. Councilmember Waldrop asked how many fields would be populated from the information received from the State into the Spillman software. Police

Chief Weatherly responded. Councilmember Bloom asked for confirmation that the Master License Service requires a license for each location rather than by business owner. Finance Director Woo responded. Councilmember Bloom stated he was not in favor of requiring multiple licenses for landlords. Finance Director Woo and Police Chief Weatherly responded. Mayor Johnson asked if there was a City need for all of the information collected by the State. Finance Director Woo and Police Chief Weatherly responded. Councilmember Waldrop stated he wanted the registration process to be the least onerous for business owners. Finance Director Woo and Police Chief Weatherly responded.

Councilmember Heath stated her intent was to make the process as easy as possible and asked for confirmation that the Master License Service would be the only process business owners would be required to go through and asked if the information received from the State could be limited. Finance Director Woo, Police Chief Weatherly, and City Attorney McAloon responded. Councilmember Benjamin stated he was not in favor of requiring registration for multiple locations because of the extra burden on business owners. Councilmember Heath stated she was concerned about the extra cost associated with requiring multiple registrations for each location and that the business owners should have a chance to express their opinions.

Mayor Johnson suggested that the Chamber of Commerce help spread the word about the options for business registration. Chamber of Commerce Director Fritz Hughes responded. Mr. Hughes asked if the registration fee would apply for each location. Police Chief Weatherly responded.

Councilmember Heath, Councilmember Bloom, and Police Chief Weatherly discussed the costs and staff time associated with administering the registration information per location. Councilmember Bloom stated that these costs would be passed on to renters and would be counter productive toward affordable housing and that the fee should be limited to one per owner rather than one per location. Councilmember Heath suggested that the fee be charged per owner and that the costs be analyzed further in the first year of the implementation of this registration.

Police Chief Weatherly responded. Councilmember Heath stated she wanted more input from the business community before making the decision. Fritz Hughes commented. Mayor Johnson closed the discussion by confirming that more input would be solicited from the business community before making a final decision.

#### **NEW BUSINESS**

Councilmember Waldrop thanked Public Works Director Workman and the Public Works staff for their efforts in keeping the streets clear of snow. Mayor Johnson thanked the Public Works crews for their efforts in addressing the water break on Grand Avenue.

#### **EXECUTIVE SESSION**

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

Conferring with legal counsel representing the City concerning potential litigation that has been specifically threatened to which the City, the governing body, or a member acting in an

official capacity is, or is likely to become, a party;

To consider the selection of a site or the acquisition of real estate by lease or purchase 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 9:26 p.m. He announced there would be a five-minute recess and the Council would reconvene in 45 minutes.

At 10:16 p.m. the Executive Session was extended 30 minutes. Mayor Johnson reconvened the meeting at 10:49 p.m.

#### **ADJOURNMENT**

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

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 10:49 p.m.