

MINUTES OF THE CITY COUNCIL  
OF THE CITY OF PULLMAN  
AUGUST 12, 2008

**Roll Call**

The regular meeting of the City Council of the City of Pullman was held on August 12, 2008, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

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|------------------|------------------|
| 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    |
| Pat Wright       | Councilmember    |

**Call to Order**

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

**Announcements**

Mayor Johnson made four announcements.

**ORDER OF BUSINESS**

Approval of Recommendations of Consent Agenda Items

**CONSENT AGENDA**

Mayor Johnson announced that agenda item No. 11 was pulled from the agenda at the request of City staff. Mayor Johnson then 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 Benjamin moved, Councilmember Bloom 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 Wright moved, Councilmember Bloom seconded to adopt items 1 through 10 and 12 through 14 on the Consent Agenda.

Motion Carried.

**Motions**

Minutes - July 8, 2008

1. The Council dispensed with the reading of the minutes of the regular meeting of July 8, 2008, and approved them as submitted.

Accounts Payable, Payroll, and Electronic Transfers - August

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 3. The Council ratified Change Order No. 1 on Taylor-Derby Sewer Rehabilitation Contract No. 07-13, Taylor-Derby Sewer Rehabilitation.
- Change Order on 4. The Council ratified Change Order No. 3 on Digester System Improvements Project Contract No. 05-13, Digester System Improvements Project.
- Change Order on 5. The Council ratified Change Order No. 1 on High School Tank Exterior Painting Contract No. 08-15, High School Tank Exterior Painting.
- Change Order on 6. The Council ratified Change Order No. 1 on Decant Waste Facility Contract No. 08-04, Decant Waste Facility
- Police Department 7. The Council accepted as complete Contract No. 07-12, Police Department Security Improvements Complete
- Autumn to Shirley 8. The Council accepted as complete Contract No. 06-15, Autumn to Shirley Water Main Complete
- Volleyball and 9. The Council authorized Fire Chief Wilkins to sign Football Agreements with Washington State University the 2008 Volleyball and 2008 Football Agreements with Washington State University Athletics.
- Aquatic & Fit- 10. The Council eliminated Pullman Aquatic & Fitness Center memberships that are sold as either Pool only, Fitness Room only, Combination Pool and Fitness and agreed to sell one membership that is inclusive of the entire facility.

### Resolutions

- Resolution No. 12. Resolution No. R-71-08  
R-71-08 - Legal Publication Resolution  
A RESOLUTION ACCEPTING THE BID OF THE MOSCOW-PULLMAN DAILY NEWS FOR LEGAL PUBLICATIONS AND AUTHORIZING THE DESIGNATION OF THE MOSCOW-PULLMAN DAILY NEWS AS THE OFFICIAL NEWSPAPER OF THE CITY OF PULLMAN.  
Resolution No. R-71-08 was adopted unanimously.
- Resolution No. 13. Resolution No. R-72-08  
R-72-08 - Parks Office Re-Roof  
A RESOLUTION ACCEPTING THE BID OF KACI GENERAL CONTRACTOR FOR PARKS OFFICE RE-ROOF AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.  
Resolution No. R-72-08 was adopted unanimously.
- Resolution No. 14. Resolution No. R-73-08  
R-73-08 - Quit Claim Deed  
A RESOLUTION ACCEPTING A QUIT CLAIM DEED FROM TOWN CENTRE LLC FOR PROPERTY AT THE NORTHEAST CORNER OF MAIN STREET AND SPRING STREET.  
Resolution No. R-73-08 was adopted unanimously.

**REGULAR AGENDA**

**Ordinance and Resolution**

Ordinance No. 08-12 - Parking Lots

Resolution No. R-75-08 - Fee Schedule

15. Mayor Johnson announced that an ordinance and resolution have been prepared relating to parking lots. Deputy Public Works Director Gardes presented the staff report and staff recommendations relating to parking lots and the downtown free parking zone. City Supervisor Sherman presented a staff report that included background information and a summary of the citizen and downtown business owner feedback. Police Chief Weatherly presented a report that included issues relating to parking permits. Councilmember Paul asked if there would be designated spots within the Riverwalk Parking Lot for permitted parking. Police Chief Weatherly responded. Mayor Johnson asked if the permits would be pre-numbered for tracking purposes. Police Chief Weatherly responded. Councilmember Bloom stated that the Riverwalk Parking Lot is not the only long-term parking lot in the downtown area so he was in favor of the proposal. Councilmember Heath stated she agreed with the two and three hour parking limitations but was not in favor of providing parking permits for employees in the Riverwalk Lot because the parking should be available for patrons and clients. Councilmember Heath also stated that the \$10.00 proposed fee is too low and it would not encourage parking in the other downtown lots. Councilmember Benjamin stated he was in favor of the proposal and asked what type of notice would be required if the lot is not available for parking such as during the Lentil Festival. City Attorney McAloon responded. Mayor Johnson, City Attorney McAloon, and City Supervisor Sherman discussed how much notice would be given to permit holders when the lot is not available for parking. Councilmember Waldrop thanked City Supervisor Sherman and Chamber of Commerce Executive Director Tammy Lewis and their staffs for the work relating to this issue and stated that he had reservations about the number of permits to be issued and the cost of the permit because he felt the parking lot would be filled by permit holders and there would be little parking available for customers.

City Attorney McAloon, at the request of Mayor Johnson, reviewed the changes to the downtown free parking zone ordinance. Councilmember Bloom stated that if his downtown business purchased five permits only one would be in use at any given time and suggested that the City sell 37 permits which is half of the available lot at \$50.00 per permit and that it be issued on a first-come-first-serve basis with no cap on the number of permits that can be purchased. Mayor Johnson, Councilmembers Bloom, Benjamin, Heath, and Wright discussed the possibility of having the parking permits apply to all of the downtown parking lots. Councilmember Heath stated she had concerns with disrupting parking for downtown businesses. Councilmember Weller expressed concern about the potential impact the parking changes would have on downtown residents. Councilmember Waldrop noted that there seemed to

be four or five lots available for the expanded permit system. Councilmember Paul suggested moving forward with a staff proposal to test the permit system within only the Riverwalk Parking Lot. Councilmember Bloom and City Attorney McAloon discussed the original staff proposal. Mayor Johnson noted that the ordinance does not set the number or the price of the permits and suggested that the City Council consider the ordinance separate from the resolution. City Attorney McAloon responded. Councilmember Paul stated he was in favor of the staff recommendation.

Ordinance No. 08-12 by title only reads as follows:

AN ORDINANCE RELATING TO THE PARKING LOTS AND THE DOWNTOWN FREE PARKING ZONE; AMENDING PULLMAN CITY CODE 12.15.020 AND 12.15.040 AND PULLMAN CITY ORDINANCES NOS. 82-12 §§2 AND 4 (1982); 83-12 §1 (1983); 85-36 §1 (1985); 86-4 §1 (1986); 87-12 §§1 AND 3 (1987); 87-37 §§1 AND 3 (1987); 93-8 §§2 AND 3 (1993); 95-10 §1 (1995); 97-32 §§1 AND 2 (1997); 98-12 §1 (1998); 99-28 §1 (1999); 03-4 §1, 2003; 03-12 §§2 AND 3 (2003); 04-12 §2 (2004) AND 05-17 §1 (2005) RELATING TO TIME LIMITS FOR SAID CITY-OWNED PARKING LOTS AND THE DOWNTOWN FREE PARKING ZONE.

Councilmember Benjamin moved, Councilmember Paul seconded to adopt Ordinance No. 08-12. The motion carried unanimously.

Councilmember Benjamin asked if there were any other parking lots that may have concerns if the permit system is expanded such as the Library Parking Lot, Paradise Street Parking Lot, or the parking under City Hall. Councilmember Heath stated she had concerns with shifting the parking burden, so limit the number of permits. Councilmember Bloom responded. Councilmember Benjamin asked if there were any other needs within the other downtown parking lots for long-term employee parking. City Supervisor Sherman and Chamber of Commerce Executive Director Tammy Lewis responded. Mayor Johnson stated that good enforcement would help with the issues and reminded the Council that the City has hired an additional parking enforcer for the downtown area. City Supervisor Sherman and Ms. Lewis responded.

Councilmember Waldrop asked which lots the permits would apply to. City Attorney McAloon responded that the resolution only changes the Zone "R" parking permits and suggested that staff review the zones and the resolution to make sure that legal descriptions are consistent. Councilmember Wright stated she thought the goal was to address the Riverwalk Parking Lot issue before the students returned and suggested addressing the Riverwalk Parking Lot issue now and look at other lots in the future. Councilmember Waldrop suggested that the resolution be changed to 50 permits issued at \$50 each and apply to only the Riverwalk Parking Lot. Councilmember Heath suggested that only 50 percent of the spaces be permit parking so Councilmember Heath suggested an amendment to the resolution limiting the permits to 30 at \$50 each. Councilmember Waldrop moved to amend the

resolution to state a maximum of 30 permits to be issued at \$50. Councilmember Bloom seconded the motion. City Supervisor Sherman asked that the permits be restricted to downtown businesses only. Mayor Johnson responded. The motion carried unanimously.

Resolution No. R-74-08 by title only reads as follows:

A RESOLUTION ADOPTING FEES FOR RIVERWALK PARKING LOT (ZONE R) PARKING PERMITS OFFERED BY THE CITY OF PULLMAN.

Councilmember Waldrop moved, Councilmember Bloom seconded to adopt the resolution as amended. The motion carried unanimously.

## **Resolution**

Resolution No. 16.  
R-75-08 - Transit  
Agreement with WSU

Mayor Johnson announced that a resolution has been prepared authorizing an agreement with WSU for Transit services. Transit Manager Thornton presented a staff report that summarized the changes to the agreement. Councilmember Benjamin encouraged staff to identify potential park-and-ride locations. Transit Manager Thornton and John Shaheen, director of WSU Parking, Transportation, and the Visitor Center, responded. Councilmember Benjamin suggested publicizing the current park-and-ride areas. Transit Manager Thornton responded. Councilmember Paul asked if the security issues related to Transit would receive any benefit by installing video camera surveillance. Transit Manager Thornton responded.

Resolution No. R-75-08 by title only reads as follows:

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE CITY OF PULLMAN AND WASHINGTON STATE UNIVERSITY FOR THE PURPOSE OF PROVIDING PUBLIC TRANSPORTATION SERVICES TO STAFF, STUDENTS, FACULTY AND RETIREES FOR THE 2008-2009 SCHOOL YEAR.

Councilmember Bloom moved, Councilmember Wright seconded to adopt Resolution No. R-75-08. The motion carried unanimously.

Mayor Johnson thanked John Shaheen and WSU for their cooperation relating to City Transit.

## **Discussions**

Business 17.  
Registration and  
Rental Registration

Mayor Johnson announced that discussions are scheduled on business registration and rental registration. City Attorney McAloon presented the staff report that included an overview of the business registration ordinance and asked for City Council suggestions and clarifications on certain items. City Council provided those suggestions and clarifications. Councilmember Waldrop asked if it were possible to develop a voluntary registration for landlords with the Master License Service. Finance Director Woo responded. Mayor Johnson suggested a change to the penalties for the second infraction for not registering. City Attorney McAloon responded. Councilmember Benjamin suggested changes to the section relating to definitions and exemptions

relating to those businesses that are required to register with the Master License Service. City Attorney McAloon responded.

City Attorney McAloon reviewed the ordinance relating to landlord registration and asked for clarification on certain items within the ordinance. City Council provided the clarifications. City Attorney McAloon alerted the Council to an issue relating to how the City assigns addresses and how that impacts the proposed fees for landlord registration. Councilmember Heath commented on the requirement for the date of birth on the registration application. Mayor Johnson noted that the registration required an annual renewal but encouraged landlords and businesses to update the City if there are any changes to the contact information. Councilmember Heath asked who a potential renter would contact to verify that the property has been registered. City Attorney McAloon responded. Mayor Johnson noted that the University has hired its off-campus housing person and the program is called "Cougar Choice".

Councilmember Heath asked if the "Cougar Choice" program was limited to the college campus area. Mayor Johnson and City Supervisor Sherman responded. Councilmember Waldrop thanked staff for its work on these issues and stated he was in favor of the business registration ordinance. He also stated that the second ordinance has an interesting issue relating to the addressing and how the fee is applied. City Attorney McAloon asked for guidance for how staff should proceed.

Councilmembers Wright and Weller asked that City staff bring back a proposal for the fee structure to the City Council.

2008 Mid-Year Financial Summary 18.

Mayor Johnson announced that a discussion is scheduled on the 2008 mid-year finance summary. Finance Director Woo presented the mid-year financial summary report which included the mid-year financial condition, 2008 year-end projections, and an outlook toward the 2009 budget. Councilmember Bloom asked if there were any considerations for Wal-Mart in the projections. Finance Director Woo responded. Councilmember Bloom stated that there is some discussion about repealing the exemption for high tech and research construction sales tax. Councilmember Bloom described various WSU upcoming capital projects. Finance Director Woo responded.

AWC Presentation on Fiscal Future 19.

Mayor Johnson stated that a discussion is requested on the Association of Washington Cities (AWC) presentation on charting your fiscal impact. City Supervisor Sherman presented a staff report that summarized a session given by Stan Finkelstein, the executive director of AWC, at the recent AWC annual conference. Councilmember Waldrop thanked City Supervisor Sherman for his report and suggested that a chart be developed that tracks state revenues, state employees, and the amount of shared revenue passed on to cities and counties because Councilmember Waldrop expects that the growth at the state level has been funded by cuts made to revenue sharing to cities and counties. Councilmember Waldrop noted that the growth to the Department of Ecology could also have been funded through the cuts made to city and county

funding and that health cost increases and its relationship to the insurance commission is driving business growth outside of Washington and especially within Pullman. City Supervisor Sherman responded.

**NEW BUSINESS**

There were no items of new business.

**EXECUTIVE SESSION**

Mayor Johnson announced that the City Council would be adjourning to Execution Session for:

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; 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 10:01 p.m. and announced that the City Council would take a five-minute recess and the Execution Session would last approximately 40 minutes.

Mayor Johnson reconvened the City Council meeting at 11:17 p.m.