

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
829 5<sup>th</sup> Street  
THURSDAY, DECEMBER 20, 2018**

- 1. CALL TO ORDER: 6:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:  
December 6, 2018 Budget Workshop & December 10, 2018 Regular Meeting**
- 5. 2019 BUDGET PUBLIC HEARING**
- 6. COMMUNICATIONS:**
  - A. From the Public:** (Please limit comments to 3 minutes)
  - B. From the Mayor:**
  - C. From Staff or Employees:**
- 7. COMMITTEE REPORTS:**
  - A. Finance/Admin – Audit Report on Current Bills – December 20**
  - B. Public Safety – No Meeting**
  - C. Public Works – December 18**
  - D. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 8. UNFINISHED BUSINESS:**
  - A. Ordinance 1612, 2018 Budget Amendment 2nd Reading (Finance/Admin)**
  - B. Ordinance 1613, 2019 Budget 2nd Reading (Finance/Admin)**
- 9. CONSENT AGENDA:**
  - A. Retainer for City Attorney Services (Finance/Admin)**
  - B. Victim Witness Support Services Contract (Finance/Admin)**
  - C. GEMT Interagency Agreement (Finance/Admin)**
  - D. National Fitness Campaign Grant Extension Request (Public Works)**
- 10. NEW BUSINESS: See Consent Agenda**
- 11. COUNCIL COMMENTS:**
- 12. QUESTIONS FROM THE PRESS:**
- 13. EXECUTIVE SESSION: Negotiations**
- 14. ADJOURN:**

Time limits for addressing the council have been established by council direction. Presentations are limited to 15 minutes and public comments are limited to 3 minutes per person, per topic.

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
BUDGET WORKSHOP  
829 5<sup>TH</sup> STREET**

**THURSDAY, DECEMBER 6, 2018  
6:00 P.M.**

ROLL CALL: John Murray, Melyssa Andrewes, Belinda Larsen, Skate Pierce, Pat Holman, Russ Evans. Joel Profitt unavailable to attend due to work travel.

STAFF: Chief Hastings, Chief Cooper, PWD Poole, Clerk Austin.

**1. CALL TO ORDER: 6:08 P.M.**

**2. BUDGET WORKSHOP**

**Mayor Lawrence** opened the meeting with a few comments. She advised that there is an attorney shortage. The City is having difficulty getting a public defender for Conflict Cases. Council was reminded that we will have new committee assignments for 2019. Council will need to determine who will be on the committee, and the time of the meeting.

**Clerk/Treasurer Austin** presented the preliminary budget to the Council. The budget was examined by funds beginning with revenue funds and ending with expenditures. The primary revenue source for Clarkston continues to be retail sales tax. Sales tax is projected to be over 45% of the current expense fund revenue. There will be a 2% increase in sewer rates, a 1% increase in sanitation rates and the stormwater fees will increase from \$4.00 per equivalent residential unit (ERU) to \$5.00 per ERU. There was an increase in the building permit fees received in 2018 due to the permits for the Evergreen Estate expansion and the addition of the new Best Western. For 2019, projections on building permits will reflect the historical average, and not the elevated amounts of 2018. In 2018, the Ambulance fund began receiving payments under Medicaid Ground Emergency Medical Transport (GEMT). The City will continue to receive GEMT funding in 2019. Chief Cooper projects that GEMT will provide an additional \$178,000 in Ambulance revenue.

Clerk Austin explained each fund's major revenue sources and expenditure items, including funding requests by the department heads. PWD Poole, Chief Hastings and Chief Cooper answered questions regarding funds under their direction, and explained requests for funding that were outside of normal operating expenses. Major expenditures for the current expense fund include an upgrade to the City's website projected to cost \$10,000. Bids have been received and will be awarded once the budget is approved. Fire/EMS major expenditures will include the purchase of new defibrillator units that will be funded by the addition of GEMT revenue. The overall budget has been projected conservatively, and is in keeping with previous years projections.

Chief Cooper initiated a discussion regarding the pay for Councilmember and the Mayor. Mayor Lawrence explained the process that would have to be followed to increase the wages and when the wage increase would take effect. The Council directed Clerk Austin to gather information to verify that an increase in the Mayor's wages would be able to be implemented as soon as an ordinance was approved by the Council.

**3. ADJOURNMENT**

The meeting was adjourned at 8:59pm.

**CLARKSTON CITY COUNCIL MINUTES**  
**December 10, 2018**

ROLL CALL: Russ Evans, Pat Holman, Belinda Larsen, Skate Pierce, Joel Profitt, John Murray and Melyssa Andrews.

STAFF: Chief Hastings, Chief Cooper, PWD Poole, Clerk Austin, Attorney Richardson.

**AGENDA CHANGES:** Add Item G, Resolution 2018-12 to Consent Agenda.

**APPROVAL OF MINUTES:** Minutes of the November 26, 2018 Regular Meeting were approved as distributed.

**COMMUNICATIONS:**

- A. **From the Public:** None
- B. **From Mayor:** None
- C. **From Staff or Employees:** None

**COMMITTEE REPORTS:**

**Finance/Admin:** Councilmember Murray reported that the Committee discussed Contracts on the agenda, Ordinances 1612-1613, Resolution 2018-11 & 2018-12, and approved the bills for payment. Total expenditures for the December 10, 2018 period of \$441,667.84. MOTION BY ANDREWS/EVANS to approve the bills as read. Motion Carried

**Public Safety:** Councilmember Larsen reported on the December 4th meeting. Chief Steve Cooper updated the committee on the Systems Design contract – we are one paragraph and 2 words away from completing a final contract. Chief Cooper also wanted to remind the committee of the discussions we have held regarding an increase in compensation for volunteers and reserves. These increases are something we will discuss during our budget meeting on Thursday night. The Jail Advisory Committee joined us to give us a presentation on what they have been working on since their formation. I think all of us were impressed by what they have accomplished to this point. They have collected data, toured other facilities, and researched what works, what doesn't. I would like to share an outline of the "Problem Statement" presented to us: Asotin County has the longest inmate length of jail stay of 39 days versus an average of 16 days in all of the state of Washington. With an average daily bed rate of 53 inmates at a cost of \$74 per inmate per day, it is costing Asotin County over 1.5 million annually. When originally built in 1984, the jail was designed to house 14 inmates. 14. Somehow, some way, we have created space for 47 beds. Now we are housing, on average, 53 inmates. For the overflow, we have to find and pay for "beds" at other facilities at a projected cost of \$150,000 for 2018. This overcrowding of our facility creates a safety issue for both the inmates, the security staff and our community as 98% of the jail population are felony-related inmates. This committee has been tasked with finding solutions, determining what is causing the bottleneck of inmates with a stay of over 16 days. With our needs exceeding our capacity, how can they make what we currently have, continue to work while searching for a permanent solution. Some potential solutions would include, improving the flow of our judicial system, a modular expansion of the current facility, building a regional facility. The Jail Advisory Committee would like to present jointly to the full Clarkston and Asotin City Councils. At that time, we can discuss the options that may be available. Thanks to the committee for this informative presentation.

**Public Works:** Councilmember Pierce reported on the December 4th meeting. He advised that the Beachview pool removal project is nearly complete. The Bridge, Diagonal and 2nd St. project has been moved up by MPO as a priority to 2019. The City can send out an RFP for the design soon. Hopefully the City will have a completed design by December 2019 so that construction can begin soon in 2020. The Asotin County Housing Authority has reached out to the City to be included in our next citywide sidewalk project. The Public Works department will be coordinating with the Housing authority when discussions begin on the project. The State electrical inspector informed the City that the architectural plans for the Evergreen Estates indicated that Romex

wiring was intended to be used. The City has a specific code preventing this, and, the contractor was informed of the potential violation. This code is a means of ensuring the safety of our residents.

**Outside Organizations:** Councilmember Murray advised that the Regional Stormwater Committee met earlier today. Murray advised that Coordinator Jeff Wiemer was in attendance at the Council Meeting and could answer any questions regarding stormwater proceedings. Council had no questions for Coordinator Wiemer.

**UNFINISHED BUSINESS:**

**A. Ordinance 1609, Amending CMC 5.02 Model Business License 2nd Reading (Finance/Admin)** MOTION BY LARSEN/ANDREWS to approve the ordinance. Motion Carried.

**B. Ordinance 1610, Amending CMC 14.06 Sewer Rates 2nd Reading (Finance/Admin)** MOTION BY PIERCE/HOLMAN to approve the ordinance. MOTION PIERCE/HOLMAN to amend the ordinance. Amendment carried. Motion Carried.

**C. Ordinance 1611, Amending CMC 14.18 Sanitation Rates 2nd Reading (Finance/Admin)** MOTION BY PIERCE/HOLMAN to approve the ordinance. MOTION LARSEN/PIERCE to amend the ordinance. Amendment carried. Motion Carried.

**CONSENT AGENDA:** Motion by MURRAY/EVANS to adopt consent agenda as revised. Motion Carried.

- A. Contract for Indigent Defense Services (Finance/Admin)**
- B. Contract for Professional Consulting Services (Finance/Admin)**
- C. Contract for Ambulance Billing Services (Public Safety)**
- D. Contract for Professional Services – The Wesley Group (Finance/Admin)**
- E. Agreement for Janitorial Services (Finance/Admin)**
- F. Resolution 2018-11, 2019 Position Allocation List (Finance/Admin)**
- G. Resolution 2018-12, 2019 Non-Represented Salaries (Finance/Admin)**

**NEW BUSINESS:**

**A. Ordinance 1612, 2018 Budget Amendment 1st Reading (Finance/Admin)** Vote will be at the next meeting.

**B. Ordinance 1613, 2019 Budget 1st Reading (Finance/Admin)** Vote will be at the next meeting.

**COUNCIL COMMENTS:** Councilmember Murray advised that the Finance/Admin will meet at 5:30 on December 20, 2018 before the next Council meeting. Councilmember Larsen advised that there will be no Public Safety meeting on December 18, 2018. Councilmember Pierce advised that the Public Works Committee will meet at the regularly scheduled time of 4:00 pm on December 18, 2018.

**PRESS QUESTIONS:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

Meeting adjourned at 7:24 p.m.

\_\_\_\_\_  
Steve Austin, City Clerk

\_\_\_\_\_  
Monika Lawrence, Mayor

Total Fund Expenditures, 12/10/18	Ck # 67450-67517	\$143,093.01
Payroll 12/5/18	Ck # 67419-67449	\$298,574.83

ORDINANCE NO. 1612

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING ORDINANCE NO. 1590 WHICH ADOPTED THE 2018 BUDGET, AND AUTHORIZING THE NECESSARY ADJUSTMENTS.

WHEREAS, the City Council has determined that the 2018 budget should be amended to take into account variations in actual revenues and expenditures from those projected at the time of adoption of the 2018 budget, now therefore,

THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Budget Amended. Section 2 of Ordinance No. 1578 passed by the City Council on December 27, 2016, shall be increased and amended as follows:

	EXPENDITURES	OTHER FINANCING USES
CURRENT EXPENSE (001)	9,897	
STREET FUND (103)	94,042	
TBD FUND (104)		165,000
AMBULANCE FUND (120)	49,201	
EMS RESERVE (121)		44,543
LODGING TAX (130)	15,000	
SEWER O & M FUND (400)	50,178	
STORMWATER (409)	503,461	
<b>TOTALS</b>	<b>721,779</b>	<b>209,543</b>

Section 2. Duties of City Treasurer. The City Treasurer of the City of Clarkston, Washington, is authorized to make the necessary changes to the 2018 budget on or before December 31, 2018, as set forth in attached Exhibit A.

Section 3. Severability Clause. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portion of this ordinance.

Section 4. Effective Date. This ordinance shall be in full force and effect upon the signing hereof by the Mayor, attestation by the City Clerk and publication as required by law.

DATED the 20th day of December, 2018.

Authenticated:

\_\_\_\_\_  
Monika Lawrence, Mayor

\_\_\_\_\_  
Steve Austin, City Clerk

**BUDGET AMENDMENT No 1 - 2018  
ORDINANCE NO. 1612**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
<b>GENERAL FUND</b>				
001 000 001 308 80 00 00	\$ 1,092,383	\$ 45,446	\$ 1,137,829	Adjust to Actual
<b>TTL REVENUES</b>	\$ 1,092,383	\$ 45,446	\$ 1,137,829	
001 000 059 518 10 41 20	\$ 9,000	\$ 4,774	\$ 13,774	The Wesley Group
001 000 059 518 90 46 00	\$ 86,994	\$ 6,994	\$ 93,988	Liability Increase
001 999 001 508 80 00 00	\$ 642,913	\$ 33,679	\$ 676,592	Adjust Ending Balance
<b>TTL EXPENDITURES</b>	\$ 738,907	\$ 45,446	\$ 784,353	
<b>CURRENT EXPENSE RESERVE</b>				
004 000 041 308 80 00 00	\$ 683,066	\$ 3,247	\$ 686,313	Adjust for Actual Beg Bal
004 999 041 508 80 00 00	\$ 754,066	\$ 3,247	\$ 757,313	Adjust End Balance
		\$ -		
<b>EMPLOYEE BENEFIT RESERVE</b>				
006 000 042 308 80 00 00	\$ 161,782	\$ 483	\$ 162,265	Adjust to actual
006 999 042 508 80 00 00	\$ 212,082	\$ 483	\$ 212,565	Adjust End Balance
<b>COMMUNITY ENHANCEMENT PROJECTS</b>				
007 000 043 308 80 00 00	\$ 39,118	\$ 164	\$ 39,282	Adjust to actual
007 999 043 508 80 00 00	\$ 39,218	\$ 164	\$ 39,382	Adjust Ending Balance
<b>NATIONAL NIGHT OUT FUND</b>				
010 000 066 308 80 00 00	\$ 3,195	\$ 17	\$ 3,212	Adjust to actual
010 999 066 508 80 00 00	\$ 3,200	\$ 17	\$ 3,217	Adjust End Balance
<b>VICTIM RIGHTS FUND</b>				
011 000 051 308 80 00 00	\$ 24,206	\$ 6,421	\$ 30,627	Adjust to actual
011 999 051 508 80 00 00	\$ 8,306	\$ 6,241	\$ 14,547	Adjust End Balance
<b>VEHICLE REPLACEMENT FUND</b>				
016 000 220 308 80 00 00	\$ 318,880	\$ 7	\$ 318,887	Adjust to actual
016 999 220 508 80 00 00	\$ 387,750	\$ 7	\$ 387,757	Adjust End Balance
<b>D.A.R.E. FUND</b>				
017 000 063 308 80 00 00	\$ 4,808	\$ 8	\$ 4,816	Adjust to actual
017 999 063 508 80 00 00	\$ 4,808	\$ 8	\$ 4,816	Adjust End Balance

**BUDGET AMENDMENT No 1 - 2018  
ORDINANCE NO. 1612**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
<b>RESCUE UNIT ONE FUND</b>				
102 000 081 308 80 00 00	\$	6,784 \$	2,593 \$	9,377 Adjust to actual
102 999 081 508 80 00 00	\$	4,984 \$	2,593 \$	7,577 Adjust End Balance
<b>STREET FUND</b>				
103 000 130 308 80 00 00	\$	131,502 \$	21,086 \$	152,588 Adjust to actual
103 000 130 334 03 80 00	\$	- \$	7,150 \$	7,150 6th Street Relight Grant
103 000 130 333 20 20 50	\$	- \$	14,005 \$	14,005 Grantham
103 000 130 344 10 48 90	\$	- \$	4,009 \$	4,009 Contracted Maintenance
103 000 130 397 42 00 70	\$	120,000 \$	165,000 \$	285,000 Sealcoating & Sidewalk
	\$	<b>251,502 \$</b>	<b>211,250 \$</b>	<b>462,752</b>
<b>STREETLIGHT IMPROVEMENTS</b>				
103 000 132 595 63 63 00	\$	- \$	18,866 \$	18,866 Streetlight Improvements
103 000 130 542 30 31 62	\$	200,000 \$	5,347 \$	205,347 Sealcoat project
103 000 130 542 51 48 40	\$	10,000 \$	68,715 \$	78,715 2018 Sidewalk
103 000 130 542 67 47 30	\$	- \$	1,114 \$	1,114 Street Sweepings
103 999 130 508 80 00 00	\$	43,552 \$	117,208 \$	160,760 Adjust End Balance
	\$	<b>253,552 \$</b>	<b>211,250 \$</b>	<b>464,802</b>
<b>TBD FUND</b>				
104 000 134 308 10 00 00	\$	791,113 \$	6,192 \$	797,305 Adjust to Actual
104 000 134 597 42 00 70	\$	120,000 \$	165,000 \$	285,000 Sealcoating & Sidewalk
104 000 134 508 10 00 00	\$	1,174,113 \$	(165,000) \$	1,009,113 Adjust End Balance
<b>STREET DEPT RESERVE</b>				
105 000 133 308 80 00 00	\$	47,026 \$	177 \$	47,203 Adjust to actual
105 999 133 508 80 00 00	\$	47,226 \$	177 \$	47,403 Adjust End Balance
<b>DRUG ENFORCEMENT FUND</b>				
108 000 064 308 80 00 00	\$	24,404 \$	(1,220) \$	23,184 Adjust to actual
108 999 064 508 80 00 00	\$	12,504 \$	(1,220) \$	11,284 Adjust End Balance
<b>AMBULANCE / EMS</b>				
120 000 084 308 80 00 00	\$	209,665 \$	33,978 \$	243,643 Adjust to actual
120 000 084 322 93 40 00	\$	- \$	12,941 \$	12,941 Medicaid GEMT
120 000 084 397 22 00 10	\$	120,000 \$	44,543 \$	164,543 Purchase Demo Amb
	\$	<b>329,665 \$</b>	<b>91,462 \$</b>	<b>421,127</b>

**BUDGET AMENDMENT No 1 - 2018  
ORDINANCE NO. 1612**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
120 000 084 522 70 41 20	\$ 3,750	\$ 6,235	\$ 9,985	The Wesley Group
120 000 084 594 22 64 10	\$ 120,000	\$ 44,543	\$ 164,543	Purchase Demo Amb
120 999 084 508 80 00 00	\$ 156,858	\$ 40,685	\$ 197,543	Adjust End Balance
<b>TTL EXPENDITURES</b>	<b>\$ 280,608</b>	<b>\$ 91,462</b>	<b>\$ 372,070</b>	
<b>EMS RESERVE</b>				
121 000 082 308 80 00 00	\$ 144,866	\$ 153	\$ 145,019	Adjust to actual
121 000 082 597 22 00 10	\$ 120,000	\$ 44,543	\$ 164,543	Increase for Vehicle
121 999 082 508 80 00 00	\$ 91,388	\$ 153	\$ 91,541	Adjust End Balance
<b>LODGING TAX FUND</b>				
130 000 211 308 80 00 00	\$ 569,006	\$ 7,043	\$ 576,049	Adjust to actual
130 999 211 508 80 00 00	\$ 576,506	\$ 7,043	\$ 583,549	Adjust End Balance
130 000 211 557 30 49 33	\$ -	\$ 15,000	\$ 15,000	Waterfront Improvement
<b>MUNICIPAL CAPITAL IMPROVEMENT</b>				
306 000 240 308 80 00 00	\$ 333,545	\$ 936	\$ 334,481	Adjust to actual
306 999 240 508 80 00 00	\$ 394,345	\$ 936	\$ 395,281	Adjust End Balance
<b>SEWER O &amp; M FUND</b>				
400 000 140 308 80 00 00	\$ 663,906	\$ 45,447	\$ 709,353	Adjust to Actual
400 999 140 508 80 00 00	\$ 731,920	\$ 45,447	\$ 777,367	Adjust end balance
<b>EQUIPMENT RESERVE FUND</b>				
401 000 141 308 80 00 00	\$ 111,433	\$ 310	\$ 111,743	Adjust to actual
401 999 141 508 80 00 00	\$ 71,883	\$ 310	\$ 72,193	Adjust end balance
<b>SEWER LINE RESERVE</b>				
402 000 142 308 80 00 00	\$ 546,771	\$ 1,746	\$ 548,517	Adjust to actual
402 999 142 508 80 00 00	\$ 569,271	\$ 1,746	\$ 571,017	Adjust End Balance
<b>SEWER CAPITAL REPLACEMENT</b>				
403 000 143 308 80 00 00	\$ 122,574	\$ 402	\$ 122,976	Adjust to actual
403 999 143 508 80 00 00	\$ 142,874	\$ 402	\$ 143,276	Adjust End Balance
<b>SEWER RESERVE FUND</b>				
404 000 144 308 80 00 00	\$ 129,346	\$ 423	\$ 129,769	Adjust to actual
404 999 144 508 80 00 00	\$ 129,946	\$ 423	\$ 130,369	Adjust End Balanced

**BUDGET AMENDMENT No 1 - 2018  
ORDINANCE NO. 1612**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
<b>SEWER CONSTRUCTION</b>				
405 000 145 308 10 00 00	\$ 120,873	\$ 30,938	\$ 151,811	Adjust to Actual
405 000 145 594 35 63 00	\$ -	\$ 50,178	\$ 50,178	Sunrise Lift Station
405 000 145 508 10 00 00	\$ 121,073	\$ (19,240)	\$ 101,833	Adjust End Balance
<b>SEWER REVENUE BOND</b>				
406 000 146 308 80 00 00	\$ 14,915	\$ 762	\$ 15,677	Adjust to actual
406 000 146 508 80 00 00	\$ 18,165	\$ 762	\$ 18,927	Adjust to actual
<b>PWTF LOAN</b>				
407 000 147 308 80 00 00	\$ 4,075	\$ 578	\$ 4,653	Adjust to Actual
407 999 147 508 80 00 00	\$ 3,995	\$ 578	\$ 4,573	Adjust End Balance
<b>SRF LOAN</b>				
408 000 148 308 80 00 00	\$ 4,495	\$ (249)	\$ 4,246	Adjust to Actual
408 999 148 508 80 00 00	\$ 4,784	\$ (249)	\$ 4,535	Adjust End balance
<b>STORMWATER FUND</b>				
409 000 049 308 80 00 00	\$ 42,236	\$ (31,328)	\$ 10,908	Adjust to Actual
409 000 049 334 03 10 00	\$ -	\$ 434,397	\$ 434,397	2018 Stormwater Proj
	\$ 42,236	\$ 403,069	\$ 445,305	
409 000 049 594 31 63 00	\$ -	\$ 479,767	\$ 479,767	Stormwater Project
409 000 049 594 31 63 10	\$ -	\$ 16,740	\$ 16,740	Stormwater Project
409 000 049 594 31 63 20	\$ -	\$ 6,954	\$ 6,954	Stormwater Project
409 999 049 508 80 00 00	\$ 54,890	\$ (100,391)	\$ (45,501)	Adjust end Balance
	\$ 54,890	\$ 403,069	\$ 457,959	
<b>SANITATION O &amp; M FUND</b>				
410 000 150 308 80 00 00	\$ 129,756	\$ (1,807)	\$ 127,949	Adjust to actual
410 999 150 508 80 00 00	\$ 101,782	\$ (1,807)	\$ 99,975	Adjust End Balance
<b>SANITATION EQUIPMENT RESERVE</b>				
411 000 151 308 80 00 00	\$ 30,475	\$ 104	\$ 30,579	Adjust to actual
411 999 151 508 80 00 00	\$ 50,575	\$ 104	\$ 50,679	Adjust End Balance
<b>TOTAL REVENUES</b>		\$ 751,228		
<b>TOTAL EXPENDITURES</b>		\$ 725,226		

ORDINANCE NO. 1613

AN ORDINANCE OF THE CITY OF CLARKSTON, WASHINGTON, ADOPTING THE FINAL BUDGET OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019, AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.

WHEREAS, the Mayor of the City of Clarkston, Washington, completed and placed on file with the City Clerk a proposed budget and estimate of the amount the moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expense of government of the City for the fiscal year ending December 31, 2019; and

WHEREAS, a notice was published that the City Council would meet on December 20, 2018 at 6:00 p.m., in the council chambers of city hall for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and place and did then consider the matter of the proposed budget for the fiscal year 2019; and

WHEREAS, the 2019 proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Clarkston for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of the City of Clarkston for the 2019 fiscal year and being sufficient to meet the various needs of the City of Clarkston during that period;

NOW, THEREFORE, the City Council of the City of Clarkston do ordain as follows:

Section 1. The budget for the City of Clarkston, Washington, for the year 2019 is hereby adopted at the fund level in its final form and content as set forth in the document entitled 2019 FINAL BUDGET, CITY OF CLARKSTON, copies of which are on file in the Office of the Clerk.

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Clarkston, and aggregate totals for all such funds combined, for the year 2019 are set forth in summary form on Exhibit A

(attached) and are hereby appropriated for expenditure at the fund level during the year 2019 as set forth on Exhibit A.

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the State Auditor's Office and the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect five (5) days after publication of the attached summary, which is hereby approved.

Dated this 20th day of December, 2018

\_\_\_\_\_  
Monika Lawrence, Mayor

Authenticated:

\_\_\_\_\_  
Steve Austin, City Clerk

SUMMARY OF ORDINANCE NO. 1613  
OF THE CITY OF CLARKSTON, WASHINGTON

On December 20, 2018, the City Council of the City of Clarkston, Washington, approved Ordinance No. 1613, the main point of which may be summarized by its title as follows:

AN ORDINANCE OF THE CITY OF CLARKSTON, WASHINGTON, ADOPTING THE FINAL BUDGET OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019 AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.

The full text of this ordinance will be mailed upon request.

APPROVED by the City Council at their meeting of December 20, 2018.

\_\_\_\_\_  
Steve Austin, City Clerk

Published: \_\_\_\_\_

2019 FINAL BUDGET  
 JANUARY 1, 2019

FUND	DESCRIPTION	BEG BAL	ACTUAL REVENUES	OTHER FINANCING SOURCES	ACTUAL EXPENDITURES	OTHER FINANCING USES	END BAL
001	CURRENT EXPENSE	\$ 1,304,909	\$ 3,704,700	\$ 47,410	\$ 4,299,662	\$ 175,000	\$ 582,357
004	CE RESERVE	\$ 765,753	\$ 1,000	\$ 70,000	\$ -	\$ -	\$ 836,753
006	EMP BENEFIT RESERVE	\$ 214,496	\$ 300	\$ 50,000	\$ -	\$ -	\$ 264,796
007	COMMUNITY PROJECTS	\$ 39,822	\$ 100	\$ -	\$ -	\$ -	\$ 39,922
010	NATIONAL NIGHT OUT	\$ 3,387	\$ 300	\$ -	\$ 1,000	\$ -	\$ 2,687
011	VICTIM'S RIGHTS	\$ 23,515	\$ 1,100	\$ -	\$ 17,000	\$ -	\$ 7,615
016	VEHICLE REPLCMENT	\$ 396,062	\$ 157,200	\$ -	\$ -	\$ 43,000	\$ 510,262
017	D A R E	\$ 4,883	\$ -	\$ -	\$ -	\$ -	\$ 4,883
037	CDBG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
102	RESCUE ONE	\$ 7,577	\$ 1,200	\$ -	\$ 3,000	\$ -	\$ 5,777
103	STREET FUND	\$ 242,871	\$ 697,700	\$ 326,300	\$ 1,257,600	\$ -	\$ 9,271
104	TRANS BENEFIT DIST	\$ 1,071,215	\$ 503,000	\$ -	\$ -	\$ 319,400	\$ 1,254,815
105	STREET RESERVE	\$ 47,402	\$ 200	\$ -	\$ -	\$ 6,900	\$ 40,702

2019 FINAL BUDGET  
 JANUARY 1, 2019

FUND	DESCRIPTION	BEG BAL	ACTUAL REVENUES	OTHER FINANCING SOURCES	ACTUAL EXPENDITURES	OTHER FINANCING USES	END BAL
108	DRUG ENFORCEMENT	\$ 18,372	\$ 1,100	\$ -	\$ 15,000	\$ -	\$ 4,472
120	EMS / AMBULANCE	\$ 328,160	\$ 1,292,566	\$ -	\$ 1,245,753	\$ 51,725	\$ 323,248
121	EMS CAP RESERVE	\$ 49,513	\$ 100	\$ 42,000	\$ -	\$ -	\$ 91,613
130	LODGING TAX FUND	\$ 572,730	\$ 92,500	\$ -	\$ 110,000	\$ -	\$ 555,230
306	MUNICIPAL CAP IMPRV	\$ 414,157	\$ 65,800	\$ -	\$ -	\$ -	\$ 479,957
400	SEWER O&M	\$ 760,924	\$ 2,074,600	\$ 48,000	\$ 1,240,930	\$ 821,100	\$ 821,494
401	SEWER EQUIP RSRV	\$ 133,279	\$ 450	\$ 20,000	\$ -	\$ 48,000	\$ 105,729
402	SEWER LINE RESERVE	\$ 576,062	\$ 2,500	\$ 20,000	\$ -	\$ -	\$ 598,562
403	SEWER CAPITAL REPLC	\$ 144,668	\$ 300	\$ 20,000	\$ -	\$ -	\$ 164,968
404	SEWER RESERVE	\$ 133,876	\$ 600	\$ -	\$ -	\$ -	\$ 134,476
405	WWTP CONSTRUCTION	\$ 103,134	\$ 200	\$ -	\$ -	\$ -	\$ 103,334
406	SEWER REVENUE BONI	\$ 363,252	\$ 3,000	\$ 347,000	\$ 346,750	\$ -	\$ 366,502

2019 FINAL BUDGET  
 JANUARY 1, 2019

FUND	DESCRIPTION	BEG BAL	ACTUAL REVENUES	OTHER FINANCING SOURCES	ACTUAL EXPENDITURES	OTHER FINANCING USES	END BAL
407	PWTF LOAN	\$ 3,980	\$ -	\$ 370,000	\$ 20,990	\$ 349,750	\$ 3,240
408	SRF LOAN	\$ 88,097	\$ 400	\$ 44,100	\$ 13,815	\$ 30,400	\$ 88,382
409	STORMWATER O & M	\$ 29,917	\$ 370,700	\$ 60,000	\$ 349,430	\$ -	\$ 111,187
410	SANITATION O&M	\$ 202,804	\$ 1,200,700	\$ 41,001	\$ 1,230,115	\$ 63,500	\$ 150,890
411	SAN. EQUIP RSRV	\$ 30,578	\$ 100	\$ 20,000	\$ -	\$ -	\$ 50,678
<b>TOTALS</b>		<b>\$ 8,075,395</b>	<b>\$ 10,172,416</b>	<b>\$ 1,525,811</b>	<b>\$ 10,151,045</b>	<b>\$ 1,908,775</b>	<b>\$ 7,713,802</b>

## CITY ATTORNEY RETAINER AGREEMENT

### I - PARTIES/EMPLOYMENT

The CITY OF CLARKSTON, WASHINGTON (CITY) agrees to retain the Law Offices of Todd S. Richardson, PLLC, and said law firm ("CITY ATTORNEY") agrees to serve as CITY ATTORNEY on the terms and conditions stated below.

### II - QUALITY OF SERVICES

The CITY ATTORNEY shall perform all legal services covered by this Agreement in a capable and efficient manner, and in accordance with the professional and ethical standards of the Washington State Bar Association.

The CITY ATTORNEY shall make every effort to perform the duties requested by the Mayor in the time frame requested by the Mayor or as expeditiously as possible. The CITY ATTORNEY agrees to keep the CITY informed of the status of any assignment and provide a date as to when the work anticipated will be completed.

### III - COMPENSATION

- A. Basic Amount: The CITY shall pay the CITY ATTORNEY an amount of \$98,600.00 annually to be paid in equal monthly installments of \$8216.66 which retainer shall be compensation for the following legal services.
1. To attend all of the regularly scheduled workshops and meetings of the City Council each month.
  2. To attend weekly or bi-weekly staff meetings as scheduled by the Mayor.
  3. To provide legal advice to the Mayor, City Council and administrative heads of the various departments of the CITY.
  4. To prepare such ordinances, resolutions and instruments as the Mayor and City Council may direct, to render legal advice on all civil matters, and to prepare or review such correspondence, contracts, easements and instruments as may be necessary and appropriate.
  5. To act as prosecutor for the CITY in the Asotin County District Court, including preparation and/or negotiation of all municipal court cases and all appeals arising therefrom.
  6. Representation of the CITY in civil litigation, except as noted under Exceptions.
  7. Such other and further legal services as requested.
- B. Additional Services: The CITY shall pay the CITY ATTORNEY for the following additional or special legal services at the rate of \$107.50 per hour, or if said services are performed by a paralegal in the CITY ATTORNEY'S office the same shall be compensated at the rate of \$42.50 per hour.

1. Time in excess of basic retainer: Any and all hours expended on legal services with the exception of prosecutorial services in excess of 40 hours per month.
- C. Time Records: In order to determine appropriate compensation, the CITY ATTORNEY shall maintain accurate time records, copies of which shall be made available to the CITY.
- D. Billing Statement: The CITY ATTORNEY shall submit a monthly billing statement to the CITY. The billing statement shall detail the hours worked, a description of the tasks performed and reimbursable expenses. Time shall be accounted for and billed to the tenth (1/10) of the hour. The CITY ATTORNEY shall not charge for time that is excessive relative to the task or service redundant, unnecessary, or fails to provide value to the CITY commensurate with the associated fees. No premium or time added shall be charged for incorporating into the services work product from a separate engagement or undertaking. In-office conferences between attorneys of the office of the CITY ATTORNEY shall be kept at a minimum. Generally only one attorney from the office of the CITY ATTORNEY shall appear at meetings, hearings or other proceedings unless special circumstances warrant the presence of more than one attorney.
- E. Time for Payment: The CITY shall pay all compensation provided herein to the CITY ATTORNEY on a monthly basis, and within two weeks of the date on which each billing statement is received.

#### **IV - REIMBURSEMENT**

In addition to compensation for the legal services specified above, the CITY shall reimburse the CITY ATTORNEY for direct expenses incurred, and costs advanced, including but not limited to court costs, filing fees, witness fees, recording fees, copying expenses at cost, and the cost of travel, lodging and a pro-rata amount for tuition relating to meetings of Washington Cities Insurance Authority and the Washington State Association of Municipal Attorneys, if required by the CITY to attend. However, ordinary law office operating expenses, such as rent and secretarial services, shall not be compensated or reimbursed.

#### **V - EXCEPTIONS**

This agreement shall not cover legal representation relating to insurance defense, the formation and financing of local improvement districts or debts issuance, or other specialized fields where it is agreed by the parties that outside legal counsel should be retained.

#### **VI - INDEMNIFICATION AND HOLD HARMLESS**

- A. CITY ATTORNEY will at all times indemnify, hold harmless and defend the CITY, its elected officials, officers, employees, agents and representative, from and against any and all lawsuits, damages, costs, charges, expenses, judgments and liabilities, including attorney's fees (including attorney's fees in establishing

indemnification), collectively referred to herein as “losses” resulting from, arising out of, or related to one or more claims arising out of negligent acts, errors, or omissions of CITY ATTORNEY in performance under this Agreement.

- B. CITY will at all times indemnify and hold harmless and defend CITY ATTORNEY, its officers, employees, agents and representatives, from and against any and all lawsuits, damages, costs, charges, expenses, judgments and liabilities, including attorney’s fees (including attorney’s fees in establishing indemnification), and claims brought by third parties against CITY ATTORNEY while acting in such capacity, collectively referred to herein as “losses” resulting from, arising out of, or related to one or more claims arising out of negligent acts, errors, or omissions of the CITY in performance under this Agreement.

## **VII - INSURANCE COVERAGE**

During the term of this Agreement and any extension thereof, the CITY shall provide insurance coverage for the negligent acts or omissions of the CITY through the Washington Cities Insurance Authority which shall include claims by third parties made against the CITY ATTORNEY while acting in his capacity as CITY ATTORNEY. During the term of this Agreement and any extension thereof, the CITY ATTORNEY shall provide errors and omissions and malpractice coverage with limits of not less than one million dollars.

## **VIII - TERM OF AGREEMENT AND TERMINATION**

- A. Term of Agreement: This Agreement shall take effect on January 1, 2019 and upon full execution hereof and shall expire on December 31, 2019, with the option to renew.
- B. Termination: Either party may terminate this Agreement for good cause upon 60 days written notice to the other party.
- C. Payment Upon Termination: In the event of termination, the CITY shall only be responsible to pay for all services performed by the CITY ATTORNEY to the effective date of termination, as described in the final billing statement to the CITY.

## **IX - OTHER PROVISIONS**

- A. Compliance with Law. The CITY ATTORNEY shall perform all services under and pursuant to this Agreement in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or otherwise.
- B. Severability. If any portion of this Agreement is changed per mutual agreement or any portion is held invalid, the remainder of the Agreement shall remain in full force and effect.
- C. Non-Waiver. The delay or failure of the CITY to insist upon strict performance of any agreement, covenant, or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

- D. Extent of Agreement/Modification. This Agreement, together with all attachments and addenda, represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties hereto.
- E. Notice. Notice pursuant to this Agreement shall be given in writing to the CITY ATTORNEY to Todd Richardson, and to the CITY to Vickie Storey, City Clerk, 829 5<sup>th</sup> Street, Clarkston, WA 99403, or to such other persons and/or addresses as the CITY ATTORNEY and the CITY may designate.
- F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.
- G. Venue. The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Asotin County, Washington.
- H. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

IN WITNESS HEREOF, the parties have executed this Agreement this \_\_\_\_\_ day of December, 2018.

By \_\_\_\_\_  
Todd Richardson, Attorney

CITY OF CLARKSTON

By \_\_\_\_\_  
Monika Lawrence, Mayor

By \_\_\_\_\_  
Steve Austin, City Clerk

**SUPPORT SERVICES AGREEMENT**  
**Between the City of Clarkston**  
**And**  
**Mary Katherine Herring**

This is a level of effort Victim Witness Advocacy Support Services Agreement between the City of Clarkston, a Municipal Corporation, referred to herein below as the “City” and Mary Katherine Herring, licensed to do business in the City of Clarkston, referred to hereinafter as the “Contractor”.

1. Requirements

- A. The City requires contract victim witness advocacy support services for victims and witnesses of domestic violence for the purpose of prosecuting criminal cases brought by the City Attorney in the Municipal Court of the City of Clarkston;
- B. That the nature of the services referred to above, are described within the Victim Witness Advocacy Grant conveyed to the City through the YWCA, which is incorporated herein as if fully set forth.

2. Deliverables

- A. Prepare and deliver reports, correspondence, and other documents under the direction of and on the premises of the Office of the Chief of Police;
- B. Interview, prepare and provide out-take reports and related correspondence; coordinate all Court appearances for witnesses, victims, informants and other persons required for the prosecution of criminal litigation in the Municipal Court of the City of Clarkston, superior courts, appellate courts, or federal courts, in a timely manner and under the direction of the Police Chief;
- C. Where appropriate and within the scope of the deliverables set forth hereinabove, coordinate Docket calendars, administrative scheduling calendars, population report schedules, trial schedules, subpoena preparation activities and service instruction packets where required for victims, witnesses and law enforcement personnel;
- D. Assist the Police Chief by coordinating through word processing letters, correspondence, memoranda, telephone calls and other communications with victims, witnesses and law enforcement personnel all matters relating to victim witness advocacy.

3. Controls

- A. The Contractor shall be responsible for providing the deliverables to the City, through the Office of the Police Chief, and shall perform all tasks in conformance with W.S.B.A. Rules of Professional Conduct regarding disclosure, confidentiality, and handling of materials provided by the City during the period of performance under this Agreement. Upon termination of this Agreement, the Contractor shall inventory, account for and return any materials, papers, software or other documentation, including copies, whether computerized or hard documents to the City through the Office of the Chief of Police;

- B. Contractor may use such City facilities and equipment as are required for providing the deliverables set forth herein above; control of and access to supplies, facilities and equipment shall be under the supervision of the Chief of Police and must be within the budget limitations of the City;
- C. All products or other items prepared by the Contractor during the period of performance of this Agreement, whether complete or incomplete, shall remain the property of the City of Clarkston.

4. Payment and Terms of Agreement

In consideration for the Contractor's performance herein, the City shall pay Contractor a monthly amount to be set and paid in accordance to the terms and conditions of the Grant described herein above. The term of this Agreement shall begin on January 1, 2019 and terminate on December 31, 2019, as set forth in said grant. Loss of grant funding may cause the termination of this contract prior to this effective date.

5. Training

At the discretion of the Chief of Police, the City may reimburse the Contractor for attendance at one training each calendar year. The training shall be focused on improving the contractor's knowledge and skills specific to their duties.

6. Indemnity

Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or resulting from the acts, errors or omissions of the Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

7. Insurance

The Contractor shall procure and maintain for the duration of the Agreement, errors and omissions insurance against claims which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees, in an amount to be determined by the City.

8. Independent Contractor

Contractor is and shall be at all times during the term of this Agreement an independent Contractor and shall indemnify and hold harmless the City from all costs associated with the wages, benefits or taxes of Contractor's employees or agents. The Contractor is required to maintain a City of Clarkston business license.

CITY OF CLARKSTON

CONTRACTOR

\_\_\_\_\_  
Monika Lawrence, Mayor

\_\_\_\_\_  
Mary Katherine Herring

Date: \_\_\_\_\_

Date: \_\_\_\_\_

	<b>INTERAGENCY AGREEMENT</b>  <b>Ground Emergency Medical Transport (GEMT)</b>	HCA Contract Number: K2849
<b>THIS AGREEMENT</b> made by and between Washington State Health Care Authority, hereinafter referred to as "HCA," and the party whose name appears below, hereinafter referred to as the "Contractor."		
<b>CONTRACTOR NAME</b>  <b>CITY OF CLARKSTON</b>	<b>CONTRACTOR doing business as (DBA)</b>  <b>CLARKSTON FIRE DEPARTMENT</b>	
<b>CONTRACTOR ADDRESS</b> 820 5th Street Clarkston, WA 99403	<b>WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI)</b>	
<b>CONTRACTOR CONTACT</b>	<b>CONTRACTOR TELEPHONE</b>	<b>CONTRACTOR E-MAIL ADDRESS</b>  <a href="mailto:scooper@clarkston.com">scooper@clarkston.com</a>
<b>HCA PROGRAM</b>  Ground Emergency Medical Transport	<b>HCA DIVISION/SECTION</b>  FSD	
<b>HCA CONTACT NAME AND TITLE</b> Shauna James Medical Assistance Program Specialist 3	<b>HCA CONTACT ADDRESS</b> PO Box 45510 Olympia, WA 98504-5510	
<b>HCA CONTACT TELEPHONE</b> (360) 725-1952	<b>HCA CONTACT E-MAIL ADDRESS</b> <a href="mailto:HCAGEMTAdmin@hca.wa.gov">HCAGEMTAdmin@hca.wa.gov</a>	
<b>IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>CFDA NUMBER(S)</b>	<b>FFATA Form Required</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>CONTRACT START DATE</b> 12/01/2018	<b>CONTRACT END DATE</b> 06/30/2019	
<b>PURPOSE OF CONTRACT:</b> To establish an Intergovernmental Transfer framework for HCA to reimburse the Contractor for providing Medicaid covered ground emergency medical transports pursuant to HB2007.		
<b>ATTACHMENTS/EXHIBITS.</b> When the box below is marked with an X, the following Exhibits/Attachments are attached and are incorporated into this Contract Amendment by reference: <input checked="" type="checkbox"/> Exhibit(s) (specify): Exhibit A, Statement of Work <input type="checkbox"/> Attachment(s) (specify): <input type="checkbox"/> Schedule(s) (specify): <input type="checkbox"/> No Exhibits/Attachment		
This terms and conditions of this Contract are an integration and representation of the final, entire and exclusive understanding between the parties superseding and merging all previous agreements, writings, and communications, oral or otherwise, regarding the subject matter of this Contract. The parties signing below warrant that they have read and understand this Contract, and have authority to execute this Contract. This Contract shall be binding on HCA only upon signature by HCA.		
<b>CONTRACTOR SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE SIGNED</b>
<b>HCA SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>  James Gayton, Contracts Administrator Division of Legal Services	<b>DATE SIGNED</b>

NFC Healthy City Grant | Transfer Application

<b>Submission Date</b>	2018-12-13 09:34:33
<b>Applicant Type:</b>	City or County Government
<b>Submission Date:</b>	12/20/2018
<b>Legal Name of Organization:</b>	City of Clarkston, WA
<b>Organization Address:</b>	829 5th St. Clarkston WA 99403
<b>Web Site URL:</b>	clarkston-wa.cpm
<b>Full Name:</b>	Kevin Poole
<b>Office Phone:</b>	(509) 7581662
<b>Cell Phone:</b>	(509) 5520491
<b>Email:</b>	clarkstonpwd@clarkston-wa.com
<b>Who else among your community leadership has adopted or supported this project? (select all that apply)</b>	Mayor or Council / Board Administrator(s)
<b>Are you applying for grant funding for the same site approved in your 2018 Grant Application?</b>	Yes
<b>Do you plan to apply for an additional site?</b>	No
<b>Additional graphic aids or materials can be uploaded below or sent via email to <a href="mailto:partnerships@nfchq.com">partnerships@nfchq.com</a></b>	<a href="#">NFC Grant signed 2018-04-04.pdf</a>
<b>Can you confirm that your Fitness Court will be open and available for public use in 2019?</b>	No
<b>In which funding timeframe would you like to open your Fitness Court and launch your local campaign?</b>	April - June 2019

**If awarded the \$30,000 NFC Healthy City Grant, how do you plan to raise the remaining program and installation funding? (select all that apply)**

Local sponsorships  
Community fundraising

**As needed, NFC supports partners with fundraising tools and project planning. What kind of fundraising support do you anticipate requesting from NFC? (select all that apply)**

Finding local or state grants  
Custom sponsor materials  
Custom site support and planning

**If local fundraising is unsuccessful, does the city/school still intend to proceed in 2019?**

No

**Are you willing to host an opening day celebration at the Fitness Court inviting civic leaders, community supporters and the local media?**

Yes

**In consideration of the Fitness Court being funded through the NFC sponsorship program, will you allow the permanent identification of major sponsors on the Fitness Court sign theater?**

Yes

**Promote usage of the Fitness Court and demonstrate the value of an active lifestyle using the Fitness Court App, NFC website and activation tools provided:**

Yes

**Promote sponsors who have supported the Campaign, and join relevant regional and national events and promotions:**

Yes

**How will your organization accept the \$30,000 NFC Fitness Grant and confirm that your funding in this application will be available and committed to this program?**

Council/Board Resolution of Adoption