

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
TUESDAY, DECEMBER 26, 2017**

1. **CALL TO ORDER: 7:00 P.M.**
2. **PLEDGE OF ALLEGIANCE:**
3. **AGENDA CHANGES:**
4. **APPROVAL OF MINUTES:
December 11, 2017 Regular Meeting**

5. **COMMUNICATIONS:**
 - A. **From the Public** (Please limit comments to 3 minutes)
 - B. **From the Mayor: Recognition Presentation**
 - C. **From Staff or Employees**

6. **COMMITTEE REPORTS:**
 - A. **Finance – Audit Report on Current Bills**
 - B. **Public Safety – Dec 19**
 - C. **Public Works – Dec 19**
 - D. **Administrative/Intergovernmental – Dec 27**
 - E. **Community Development – Did Not Meet**
 - F. **Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**

7. **UNFINISHED BUSINESS:**
 - A. **Ordinance 1589 – 2017 Budget Amendment #2 (2nd Reading)**
 - B. **Ordinance 1590 – 2018 Budget (2nd Reading)**
 - C. **Ordinance 1591 – Amend 2.76 Council Standing Committees (2nd Reading)**

8. **NEW BUSINESS:**
 - A. **Fire and Life Safety Services Agreement with the Port of Wilma (Public Safety)**
 - B. **Authorization to apply for TIB Re-light Washington Grant (Public Works)**
 - C. **Resolution 2017-12, 2018 Position Allocation**
 - D. **ZC-2017-06 Findings of Fact and Conclusions of Law**
 - E. **Ordinance 1592 – Amending Zoning Map – ZC 2017-06 (1st Reading)**
 - F. **Contract for Janitorial Service**

9. **COUNCIL COMMENTS:**

10. **QUESTIONS FROM THE PRESS:**

11. **EXECUTIVE SESSION: NONE**

12. **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.

Individuals with disabilities may request reasonable accommodations by calling (509) 769-0131 at least three days prior to meeting.

CLARKSTON CITY COUNCIL MINUTES
December 11, 2017

ROLL CALL: Belinda Campbell, Terry Beadles, John Murray, Skate Pierce, Brian Kolstad, Kelly Blackmon.

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

AGENDA CHANGES: Add (1st Reading) to Item D under New Business.

APPROVAL OF MINUTES: Minutes of the November 27, 2017 Regular Meeting were approved as distributed.

COMMUNICATIONS:

A. From the Public: Phil Cuevas - 1117 7th Street

B. From Mayor: Mayor Lawrence spoke about requirements for public comments during regular council meetings. She explained that there are different requirements for public hearings. A list of rules for regular meetings are posted in the lobby and on the podium. A community meals flyer is also posted in the lobby. The Mayor attended a mini roundabout meeting that was very informative. The smaller roundabout doesn't take much more room than a regular street intersection. Mini roundabouts are in consideration for a couple of locations in the city. The Mayor also attended the Valley Vision meeting. On December 2nd, the Mayor was a judge for the Christmas Parade with Chief Cooper. Mayor Lawrence thanked Chief Hastings and PWD Poole in coordinating and monitoring the parade. LC Valley Chamber was thanked for sponsoring the parade. There was a big turnout. On December 20, 2017 at 4:45pm there will be a new Councilmember orientation at City Hall. Councilmembers will meet City Hall Staff and learn a little about the duties and functions of the employees. This will be helpful to newly elected Councilmembers. Mayor Lawrence met with Director Doug Mattoon of Valley Vision. He reported that Asotin County had the lowest rate of unemployment in the state of 3.3% for October. For the last two months Asotin County has had a low unemployment rate. The Mayor advised that she wanted to recognize the three employees at City Hall. Together, they have over 70 years working for the City. The City has a small crew, and these three get hardly any recognition. They are the first impression of the City, and do a great job representing the City. Each employee has distinct specialties. They City is lucky to have these three City Hall employees.

C. From Staff or Employees: PWD Poole spoke regarding the Avista conversion of street lights to LED. The cost of the project was \$183,000. This is providing a savings to the City, reducing the bill from \$20,000 to \$7,000 per month. Clerk Austin advised that the funds for the conversion were provided by a TIB grant from the State. PWD Poole advised that the City will also look at a grant to convert the Sixth Street corridor lights.

COMMITTEE REPORTS

Finance: Councilmember Beadles reported the bills were reviewed and approved for payment. Total expenditures for the December 11, 2017 period of \$446,466.91. MOTION BY BEADLES/BLACKMON to approve the bills as read.

Public Safety: Councilmember Beadles reported that the committee met on December 5th. Chief Cooper reported that he is working on volunteer retention by utilizing a comprehensive survey. The survey will include current volunteers, former volunteers, and area fire departments. Thank you letters will be sent to volunteers - Recognition is important in any organization. Chief Cooper works very hard to stay within the Fire Department budget. The Red Wolf bridge maintenance closure is still being

addressed. There are two new hires at the Fire Department, they will start in January.

Chief Hastings reported that the Christmas Shop with a Cop program will be funded by Wal-Mart and coordinated by Officer Morbeck. Children are nominated by the school district to participate in this program. The committee discussed additional ways to expand funding of this program. The annual Christmas parade went very well this year. The Police Department will have performance reviews for staff members. The Officer of the Year program will be reinstated. There have been some Commercial burglaries that are being investigated.

Public Works: Councilmember Pierce reported that the Stormwater project has been awarded to ML Albright who had provided the low bid. They will move ahead with all options. Public Works will also look into an option to demolish the former municipal pool and use it for construction fill at no cost to the city. Pierce commented that our insurance company will be thrilled. We have a grant from the Department of Commerce to update our comprehensive plan. The update costs \$4680 and \$2400 for a critical areas ordinance update. The grant is \$4500, we are waiting to receive confirmation of the award. 2800 yd² of sidewalk has been identified as being noncompliant with ADA standards. Home owners are responsible for the sidewalk on their property. They will receive a form letter letting them know their options. The agreement will allow us to create a large city-wide project and would reduce costs. Liens will be applied to the homes that are unable to pay at the time. Liens will only be for the actual costs of the repairs. The newly purchased Garbage truck title is in hand. The Beachview shelter has been demolished. We have a draft ordinance for unsafe/unfit structures. This allows the City the ability to enforce improvement or removal of unsafe/unfit structures. Combined with CBDG money, there are single family residences that could be significantly improved. There are also failing structures that can be removed. Estimates are being received on a satellite recycling program. Depending on those estimates, an RFP may be considered. It will include paper/magazine and cardboard, tin and aluminum and #1 and #2 plastics. We will also be able to accept glass to use as fill in city projects.

Admin Committee: Councilmember Murray advised that the committee did not meet.

Community Development: No meeting.

Outside Organizations: Councilmember Murray attended the meeting of the Regional Stormwater Development Team. The team will be contacting the City about having a town hall meeting relating to Stormwater fee increases. Councilmember Kolstad reported on the PTBA meeting. He advised that over the past four years there has been an increase of 1200 riders per month average. Since 2017, an increase of 400 riders on average per month has been recorded. Mayor attended the Valley Vision meeting and discussed the unemployment rate in Asotin County.

UNFINISHED BUSINESS:

A. Resolution 2017-10 Salaries for Non-Represented Employees

Resolution read by title. MOTION BY BEADLES/BLACKMON to approve resolution. Vote was 6-1 in favor. Councilmember Campbell voted nay. Motion carried.

NEW BUSINESS:

A. Resolution 2017-11 Legislative Agenda

Resolution read by title. MOTION BY MURRAY/KOLSTAD to approve resolution. Mayor advised she emailed the agenda to the representatives last year, and received no reply. Councilmember Murray asked how the City would receive a reply. Councilmember Campbell advised that Council could attend the Legislative conference call at the Port at 7:30am. The Conference calls start in January or February. Mayor Lawrence advised that Wanda Keefer sends out a calendar of when the calls will be. Vote was 6-1 in favor. Councilmember Blackmon voted nay. Motion carried.

B. Ordinance 1589 – 2017 Budget Amendment #2 (1st Reading)

Ordinance read by title. Vote will be held at next meeting.

C. Ordinance 1590 – 2018 Budget (1st Reading)

Ordinance read by title. Vote will be held at next meeting.

D. Ordinance 1591 – Amend 2.76 Council Standing Committees (1st Reading)

Ordinance read by title. Vote will be held at next meeting.

E. Award Stormwater Improvement Bid Motion by CAMPBELL/PIERCE to approve bid award. Motion Carried.

F. Contracts for Service

1. City Attorney Retainer Motion by BEADLES/KOLSTAD to approve retainer. Councilmember Beadles pointed out a correction, there is a listing of Clerk Vickie Storey that needs to be changed to Steve Austin. Clerk Austin advised of an incorrect date of 2016. Motion Carried.

2. Indigent Defense Services Motion by PIERCE/KOLSTAD to approve Contract. Councilmember Campbell asked if this included an increase in pay. Clerk Austin advised it included a \$500 increase for the year. He also advised of an incorrect date of 2018. Motion Carried.

3. Professional Services Motion by CAMPBELL/KOLSTAD to approve Contract. Mayor Lawrence advised it has been years since the Wesley Group has asked for an increase, and this contract is the same retainer agreement and cost as previous years. Motion Carried

4. Victim Witness Advocacy Support Services Motion by BEADLES/CAMPBELL to approve contract. Motion Carried

COUNCIL COMMENTS: Councilmember Beadles recognized the management staff for doing great job with lean staffing. He advised that Police and Fire do a lot of volunteer work and activities in the City during off duty hours, and sometimes the public isn't aware what they do for our City. Councilmember Blackmon commented on the mini roundabout discussion from earlier. He advised that 18th Avenue in Lewiston is a horrible street to drive, nothing but a nuisance. Councilmember Pierce commented he used to live on 18th Avenue, and traffic can get to 55mph. He also commented that the Wesley Group Contract had the mileage wrong. Councilmember Kolstad commented that he likes roundabouts, however, drivers should use turn signals. Councilmember Pierce recognized Asotin County Commissioner Shinn. Shinn wished the Council and the City Merry Christmas from the County. He also advised that 18th Avenue in Lewiston did not contain mini roundabouts. Kolstad advised they were traffic-calming devices. Councilmember Campbell asked for confirmation of the next council meeting. Mayor Lawrence advised it would be on Tuesday, December 26, however City Hall will be closed during business hours on Tuesday, December 26. City staff members are taking a vacation day.

PRESS QUESTIONS: Tribune reporter Sandaine asked why the Police Commander salary was listed as monthly, when the rest of the administration was annually. Chief Hastings advised it was because the Commander is paid hourly and can be compensated for overtime. Sandaine asked Pierce if there were plans to replace the skate park if the municipal pool is demolished. Pierce advised that they have spoken with developers to create another skate park in community.

EXECUTIVE SESSION: None.

ADJOURNMENT:

Meeting adjourned at 7:48p.m.

Steve Austin, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures, 11/27/17	Ck # 65186-65232	\$156,919.27
Payroll, 12/05/17	Ck # 65236-65270	\$289,547.64

Public Safety Committee

December 19, 2017

Attendance: Mayor Lawrence, Belinda Campbell, Dick Jones, Skate Pierce, Chief Cooper, Terry Beadles

Chief Cooper:

- Chief Cooper updated the committee on the progress of Clarkston participating in the GEMT program.
- An update copy of the Fire and Life Safety Services Agreement with the Port of Wilma was presented. *(Agenda item for Council action).
- The Red Wolf bridge closure for resurfacing was discussed. Discussion centered on options for Clarkston Fire Department providing Fire and Ambulance services to Port of Wilma during the bridge closure. The committee recommends that emergency services be provided by the route of the Clearwater Bridge.
- Staffing issues were discussed: 2 new hires will start in January, personnel injuries (off duty activities), 1 member interviewing with another fire department.

ORDINANCE NO. 1589

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING ORDINANCE NO. 1578 WHICH ADOPTED THE 2017 BUDGET, AND AUTHORIZING THE NECESSARY ADJUSTMENTS.

WHEREAS, the City Council has determined that the 2017 budget should be amended to take into account variations in actual revenues and expenditures from those projected at the time of adoption of the 2017 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)	10,600	
STREET FUND (103)	8,035	
AMBULANCE FUND (120)	11,000	
SEWER O & M FUND (400)	30,000	
SANITATION FUND (410)	31,000	
SANITATION EQUIPMENT RESERVE (411)		11,000
TOTALS	90,635	11,000

Section 2. Duties of City Treasurer. The City Treasurer of the City of Clarkston, Washington, is authorized to make the necessary changes to the 2017 budget on or before December 31, 2017, 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 26th day of December, 2017.

Authenticated:

Monika Lawrence, Mayor

Steve Austin, City Clerk

**BUDGET AMENDMENT No 2 - 2017
ORDINANCE NO. 1589**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
GENERAL FUND				
001 000 059 518 10 41 20	\$ 8,000	\$ 9,500	\$ 17,500	The Wesley Group
001 000 059 544 40 51 14	\$ 2,500	\$ 1,100	\$ 3,600	2018 Local Match
001 999 001 508 80 00 00	\$ 609,884	\$ (10,600)	\$ 599,284	Adjust End Bal
TTL EXPENDITURES	\$	\$ 10,600		
STREET FUND				
103 000 132 595 10 41 11	\$ 42,655	\$ 8,035	\$ 50,690	Transportation Plan (MPO)
103 999 130 508 80 00 00	\$ 74,757	\$ (8,035)	\$ 66,722	Adjust End Bal
TTL EXPENDITURES	\$	\$ 8,035		
AMBULANCE FUND				
120 000 084 522 70 41 20	\$ 3,000	\$ 11,000	\$ 14,000	The Wesley Group
120 999 084 508 80 00 00	\$ 73,026	\$ (11,000)	\$ 62,026	Adjust End Bal
TTL EXPENDITURES	\$	\$ 11,000		
SEWER O&M FUND				
400 000 140 535 80 4830	\$ 50,000	\$ 30,000	\$ 80,000	Pump Repairs
400 999 140 508 80 00 00	\$ 607,860	\$ (30,000)	\$ 577,860	Adjust End Bal
TOTAL EXPENDITURES	\$	\$ 30,000		
SANITATION FUND				
410 000 150 537 80 48 20	\$ 35,000	\$ 20,000	\$ 55,000	Vehicle Repair
410 000 150 594 37 64 10	\$ -	\$ 11,000	\$ 11,000	Sanitation Vehicle
410 999 150 508 80 00 00	\$ 44,444	\$ (20,000)	\$ 24,444	Adjust End Bal
TTL EXPENDITURES	\$	\$ 31,000		
410 000 150 397 00 00 00	\$ -	\$ 11,000	\$ 11,000	Sanitation Vehicle
TTL REVENUE	\$	\$ 11,000		
SANITATION EQUIPMENT RESERVE				
411 000 151 597 00 00 00	\$ -	\$ 11,000	\$ 11,000	Sanitation Vehicle
411 999 151 508 80 00 00	\$ 41,425	\$ (11,000)	\$ 30,425	Adjust End Bal
TTL EXPENDITURE	\$	\$ 11,000		

ORDINANCE NO. 1590

AN ORDINANCE OF THE CITY OF CLARKSTON, WASHINGTON, ADOPTING THE FINAL BUDGET OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018, 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, 2018; and

WHEREAS, a notice was published that the City Council would meet on November 27, 2017 at 7:00 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 2017; and

WHEREAS, the 2018 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 2018 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 2018 is hereby adopted at the fund level in its final form and content as set forth in the document entitled 2018 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 2018 are set forth in summary form on Exhibit A

(attached) and are hereby appropriated for expenditure at the fund level during the year 2018 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 26th day of December, 2017

Monika Lawrence, Mayor

Authenticated:

Steve Austin, City Clerk

SUMMARY OF ORDINANCE NO. 1590
OF THE CITY OF CLARKSTON, WASHINGTON

On December 26, 2017, the City Council of the City of Clarkston, Washington, approved Ordinance No. 1590, 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, 2018 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 26, 2017.

Steve Austin, City Clerk

Published: _____

ORDINANCE NO. 1591

AN ORDINANCE AMENDING CHAPTER 2.76 OF THE CLARKSTON MUNICIPAL CODE,
WHICH ESTABLISHES COUNCIL STANDING COMMITTEES

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

SECTION 1.0

Clarkston Municipal Code Chapter 2.76 is hereby amended as follows:

2.76.010 Created

The following standing committees of the city council are created and established:

- (1) Finance/*Administration*;
- (2) Public safety;
- (3) Public works;
- (4) ~~Community development~~;
- (5) ~~Public administration/intergovernmental~~. [Ord. 995 § 1, 1986.]

2.76.020 Purpose

The standing committee shall function as an advisory body to the council as a whole in reviewing policy matters referred to them by the council, and such other matters as the whole council by simple majority vote may direct, within their respective areas of responsibility, and formulating recommendations to the council regarding action proposed to be taken in general. The purpose of each committee shall be to review matters within the following subject areas:

- (1) Finance/*Administration*. The review, analysis and recommendation of financial policy, auditing, to examine and review reports of all city officers and bills and vouchers for payment. *Review and recommend functions of municipal government, such as council rules and procedures, conflict of interest and ethics issues for public officials.* In addition, this committee shall be responsible for inventory of municipally owned public property and the comprehensive municipal insurance coverage; and *intergovernmental relationships and general matters relating to the conduct of municipal affairs*;
- (2) Public Safety. Law enforcement, fire protection, emergency medical treatment, health and safety, environmental health (including the combined county/city health board), animal control, and other questions involving public health, safety, and welfare;
- (3) Public Works. Shall include all public utilities, including streets, ~~storm drains, street lighting, street signing,~~ wastewater treatment plant and collection system, refuse collection and disposal, parks; and ~~pool (including all recreational facilities).~~ *General coordination with privately owned public utilities, special purpose districts such as the port Port of Clarkston and P.U.D. , pertaining to utilities.* Supervision over all construction, building code enforcement and regulation, ~~and generally any projects and facilities within the area of public works;~~ *all functions of land use planning such as zoning, zoning enforcement and comprehensive planning; and generally coordinate and oversee all matters pertaining to economic development, tourism development and promotion, developmental grant applications, housing rehabilitation programs; and planning of capital improvement.*
- (4) ~~Community Development~~. ~~Shall include all functions of land use planning such as zoning, zoning enforcement and comprehensive planning; also responsible for member recommendations to the planning commission and board of adjustment and be ex officio members of both bodies; and generally coordinate and oversee all matters pertaining to economic development, tourism development and promotion, developmental grant applications, housing rehabilitation programs, and to coordinate with other governmental, economic and housing districts pertaining to development; it is further~~

~~contemplated that the community development committee shall be responsible for short and long range planning of capital improvement programming;~~

~~(5) Public Administration/Intergovernmental. Shall include function and operation of municipal government through its department, boards, and appointive officers, both internally and through relationships with other governmental entities; to be included are ordinance, affirmative action, cable, airport, scholarship, civil service and disability boards. In addition, this committee shall be responsible for public relation information, policy areas dealing with public administration, council rules and procedures, matters relating to conflict of interest questions and code of ethics for public officials, campaign practices and expenditures, intergovernmental relations, and generally, matters relating to the conduct of municipal affairs, its rules and ethics. [Ord. 1579 § 1, 2017; Ord. 995 § 2(1) – (5), 1986.]~~

SECTION 2.0

Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

SECTION 3.0

Severability. If any one or more section, subsection, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is held to be unconstitutional or invalid for any reason, or should any portion of this Ordinance be preempted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances, and the same shall remain in full force and effect.

SECTION 4.0

Effective Date. This ordinance shall take effect five days after its passage, approval and publication.

PASSED by the City Council of the City of Clarkston, Washington this _____ day of _____, 2017.

Monika Lawrence, Mayor

Attest:

Steve Austin, City Clerk

Approved as to Form:

Todd Richardson, City Attorney

Date of Publication: _____

FIRE AND LIFE SAFETY
SERVICES AGREEMENT

This agreement is made on the _____ day of _____, 2014 7 between the City of Clarkston, a Washington municipal corporation, hereinafter referred to as "City", and the Board of the Port of Wilma Volunteer Fire Department, on behalf of its members and the Port of Whitman County, hereinafter referred to as the "Department".

WHEREAS, the Department desires to contract for fire protection services; and

WHEREAS, the City desires to provide fire protection services on a contract basis to the Port of Wilma;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1.0 CONSIDERATION

1.1 The City shall provide to the Department at the Port of Wilma the following fire protection and other services:

- 1.1.1 Emergency medical services (EMS);
- 1.1.2 Structure, vehicle and wildland fire response;
- 1.1.3 Hazardous materials response under Washington State Patrol guidance;
- 1.1.4 Annual fire inspection, annual flowing of hydrants, and annual submission of incident reports to the State as necessary; and
- 1.1.5 Additional fire inspections upon discovery of serious threat to life or fire code violation.

1.2 The Department shall pay the City as follows:

- 1.2.1 EMS Response of Rescue One Ambulance \$300.00/call
- 1.2.2 Fire Response (<60 minutes) \$300.00 400/call

~~For any combination of one or two engines, ladder truck or tender from an agency plus personnel costs for all firefighters responding to the incident beyond brush truck, or support vehicles from Clarkston Fire Department; includes the first 6 4 responders.~~

~~Emergency wildland fire suppression vehicles (brush trucks) will be compensated at \$125.00/call with 2 firefighters.~~

For calls exceeding an hour the current Washington State Wage & Equipment Rate Guide

will be used to bill for fire engines and additional support vehicles. When rates are listed for a daily single shift that rate will be divided by 8 to establish the hourly rate (for example a rate of \$1,862 divided by 8 = \$232.75 per hour for a fire engine or \$882 divided by 8 = \$110.25 for a type 6 brush truck).

Actual personnel costs for all firefighters responding to the incident beyond the first 4 responders during the first hour and all personnel after the first hour.

Fire Agencies providing Mutual Aid responders and equipment shall be compensated at their invoiced cost.

Firefighting foam used to contain/extinguish fires will be replaced. This section applies to fire response agencies requested through mutual aid agreements as well as Clarkston.

~~1.2.3 Fire Response (>60 minutes) \$300.00/hour
To be charged for each hour after the initial hour addressed in section 1.2.2, including response and return to service time. \$175.00/hr.
For each engine, ladder truck or tender plus personnel costs for all firefighters working the incident beyond the first 3 responders on each engine, ladder truck or tender \$125.00/hr.
For each brush truck plus personnel costs for all firefighters working the incident beyond 2 responders on each brush truck.
This section applies to fire response agencies requested through mutual aid agreements as well as Clarkston.~~

1.2.4 3 Fire Service Administrative Fee
\$7,000.00 \$10,000/ annually (2018 due in November 2018) annual adjustment based upon the US all-cities CPI-W, August to August index with a minimum of 0.5% and a maximum of 3%

1.2.5 Additional (follow up) fire inspections Actual personnel cost
or after 32 hours are expended on annual
fire inspections.

2.0 SPECIALISTS

If fire inspections or incidents require technical specialists or additional experts, the Port of Wilma volunteer Fire Department will be advised by the City, and the Department agrees to pay for all costs related to the additional experts.

3.0 BILLING

- 3.1 The annual administrative fee is due by November 15 of each year of the agreement.
- 3.2 The City shall provide itemized billings to the Department for services provided under this agreement. The Department shall direct payments to "City of Clarkston" within 30 days of the mailing of itemized billings.

4.0 TERM

The term of this agreement shall be three (3) years. This agreement shall begin January 1, 2012. 2018. This agreement shall end December, 2014 21. The term of this agreement shall automatically be extended one year at a time after 12/31/21 if no action is taken to modify this agreement.

5.0 TERMINATION

This agreement may be terminated by either party upon ninety (90) days advance written notice.

6.0 INDEMNIFICATION

The Wilma Fire Department, on behalf of its members, and the Port of Whitman County agree to indemnify the City and hold the City harmless from any and all liability, loss or damage the Port or City may suffer as a result of the City's performance of this agreement, other than acts of recklessness, willful misconduct, or intentional acts.

DATED this _____ day of _____, 2017.

CITY OF CLARKSTON

~~Donna Engle~~ Monika Lawrence, Mayor

Approved by the Board of Directors of the Port of Wilma volunteer Fire Department at its meeting on the _____ day of _____, 20__.

PORT OF WILMA VOLUNTEER FIRE DEPARTMENT

Chairman

Approved by the Port of Whitman County Commission, pursuant to Resolution No.
_____ at its regular meeting of _____, 20__.

PORT OF WHITMAN COUNTY



Relight Washington LED Streetlight Conversion Proposal

INSTRUCTIONS

Proposal Tab

- Enter information in unlocked cells
- Complete the Owner tabs before printing the Proposal form

Owner Tab(s)

- Complete an Owner tab for each streetlight owner
- Enter the Existing Lighting Inventory and Proposed Conversions for each owner

Submit Proposal Package

- Print the completed Owner tabs
- Print and sign the completed Proposal form
- Keep a copy of the proposal package for your records

Mail the documents to the **TIB Office at Post Office Box 40901 ❖ Olympia, WA 98504-0901**

Include the following documentation if available:

- Proposed Lighting Specifications
- Proposed Lighting Price Quote(s)
- Lighting Analysis
- Energy Savings Analysis

If you have questions, contact Christa Draggie, TIB Engineer at (360) 586-1147 or ChristaD@tib.wa.gov

AGENCY INFORMATION

Agency Name City of Clarkston

Contact Person Kevin Poole Phone Number 509-758-1662

Email Address clarkstonpwd@cableone.net

PROJECT BENEFITS

Values calculate after entering data on Owner tabs

Number of Fixture Conversions _____ Proposed Wattage Reduction _____

Average Cost per Fixture _____ Wattage Reduction Percent _____

Average TIB Cost per Fixture _____

Describe how the proposal generates savings for your city

Cost Savings

Energy Savings

Maintenance Savings

CONVERSION STATUS

Values calculate after entering data on Owner tabs

Number of Unconverted Streetlights _____

Percent of Unconverted Streetlight Inventory _____

Enter justification for not including all streetlights in this LED conversion proposal

All lights converted

REQUESTED TIB FUNDS

Streetlight Owner	Estimated Conversion Cost
Total Estimated Cost	

Enter Other Funding secured for LED Conversion _____

Enter Conversion Rebates and/or Incentives _____

Total Requested TIB Funds _____

Enter description of Conversion Rebates and/or Incentives

CERTIFICATION

Certification is hereby given that the information provided is accurate and the applicable attachments are complete and included as part of the proposal

Signature of Authorized Agency Official

Date Signed

Agency Official Name & Title

RESOLUTION NO. 2017-12

A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, ESTABLISHING THE 2018 POSITION ALLOCATION LIST.

THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Position Allocation List Approved. The 2018 Position Allocation List as set forth on Exhibit A, which is attached hereto and incorporated herein by this reference as if set forth in full, is hereby approved.

Section 2. Effective Date. All allocations for the various positions indicated on the attached Exhibit A will become effective January 1, 2018.

DATED this 26th day of December, 2017.

Monika Lawrence, Mayor

ATTEST:

Steve Austin, City Clerk

EXHIBIT A
RESOLUTION NO. 2017-12
2018 POSITION ALLOCATION LIST

REPRESENTATION:

F - International Association of Fire Fighters - Local 2299
L - Street/Sanitation/Sewer/ Supervisory/Administrative - Local 1476-ACL-C
P - Clarkston Police Officers Guild
PS -Police Support

OTHER:

C - Contract
E - Elected
N - Non-Represented
T - Temporary
V – Volunteers
R – Reserves, Fire/Ambulance
(M) FLSA EXEMPTIONS:

CURRENT EXPENSE FUND

LEGISLATIVE

E Councilmember
E 7

EXECUTIVE

E Mayor
E 1

FINANCIAL AND RECORDS SERVICES

(ALSO see Street, Sewer and Sanitation for all positions in this unit)
N (M) City Clerk/Treasurer (25% Time)
L Deputy Clerk/Treasurer (PR) (25% Time)
L Deputy Clerk/Treasurer (Ut) (13% Time)
L Finance Clerical Asst., (16% Time)
*N .25 - L .54

LEGAL

C City Attorney
C 1.0

LAW ENFORCEMENT

N (M) Police Chief
N Commander
P Senior Sergeant
P Senior Sergeant
P Jr./Senior Sergeant
P Police Officer 1st, 2nd or 3rd Class - Investigator
P Police Officer 1st, 2nd or 3rd Class
P Police Officer 1st, 2nd or 3rd Class – Narcotics
P Police Officer 1st, 2nd or 3rd Class – School Resource Officer
PS Records Clerk
PS Support Services / Animal Control
V Reserves/Volunteers
*P 12.0 - PS 2.0 - N 2.0

FIRE CONTROL

N (M) Fire Chief (70% Time)
F Fire Captain
F Fire Captain
F Firefighter 1st, 2nd or 3rd Class
F Firefighter 1st, 2nd or 3rd Class
F Firefighter, 1st, 2nd or 3rd Class
F Firefighter, 1st, 2nd or 3rd Class (funded for Reserve)
L Admin Asst., .75 FTE (75% Time)
V Volunteer(s)
R Reserves
*N .7 - F 6.00 - L .56

HOUSING AND COMMUNITY DEVELOPMENT

N (M) Public Works Director/Building Inspector (35% Time)
L Building Inspector / Code Enforcement
N .35 – L 1.0

PARKS

L Park Caretaker (Parks, Streets, Sanitation Rover)
T Seasonal Park Laborer
L 1.0 – T .5

SUMMARY:

E - 8.00**
F - 6.00
L - 3.14
N - 3.30
P - 12.00
PS - 2.0
T - .5

CURRENT EXPENSE TOTAL ALLOCATED POSITIONS

26.94

** Not included in totals.

AMBULANCE / EMS

N (M) Fire Chief (30% Time)
F Fire/EMS Captain
F EMT/Paramedic 1st, 2nd or 3rd Class
F EMT/Paramedic 1st, 2nd or 3rd Class
F EMT/Paramedic 1st, 2nd or 3rd Class
F EMT/Paramedic 1st, 2nd or 3rd Class
F EMT/Paramedic 1st, 2nd or 3rd Class
L Admin Asst., .75 FTE (25% Time)
R Reserves
V Volunteer(s)

*N .3 - F 6.00 - L .19

EMS TOTAL ALLOCATE POSITIONS

6.45

STREET

Administrative Positions:

N (M) City Clerk/Treasurer (25% Time)
L Deputy Clerk/Treasurer (PR) (15% Time)
L Secretary (10% Time)

N (M) Public Works Director (17.5% Time)
L Superintendent - (70% Time)
L Equipment Operator
L Equipment Operator
L Equipment Operator
*N .425 - L 3.95

SUMMARY:

L - 3.95
N - .425

STREET TOTAL ALLOCATED POSITIONS

*4.375

SANITATION

Administrative Positions:

- N (M) City Clerk/Treasurer (25% Time)
- N (M) Public Works Director (23.5% Time)
- L Deputy Clerk/Treasurer (PR) (30% Time)
- L Deputy Clerk/Treasurer (Ut) (35% Time)
- L Finance Clerical Asst. (35% Time)

- L Street Superintendent (30% Time)
- L Driver
- L Driver
- L Driver
- L Driver
- L Driver - Yardwaste
- T Seasonal (.5)

N .485 - L 6.30 - T 0.5

L - 6.30
N - .485
T - .5

SANITATION TOTAL ALLOCATED POSITIONS

*7.285

SEWER

Administrative Positions:

- N (M) City Clerk/Treasurer (25% Time)
- N (M) Public Works Director (24% Time)
- L Deputy Clerk/Treasurer (PR) (30% Time)
- L Deputy Clerk/Treasurer (Ut) (35% Time)
- L Finance Clerical Asst. (35% Time)

- L Superintendent
- L Sewer Plant Operator

*N .49 - L 5.83 *

L - 6.0
N - .49

SEWER TOTAL ALLOCATED POSITIONS

6.49

STORMWATER

Administrative Positions:

L Deputy Clerk/Treasurer (Ut) (17%)
L Finance Clerical Asst. (14%)
* L .31 *

.31

SUMMARY ALL DEPARTMENTS:

TOTALS

E - 8.00**
F/EMS - 12.00
N - 5.00
L - 19.75
P - 12.00
PS - 2.0
T - 1.0

TOTAL ALLOCATED POSITIONS (** Not included in totals)

*51.75

Elected: 8.00

Total: 59.75

**BEFORE THE PLANNING COMMISSION
OF THE CITY OF CLARKSTON**

RE:)
Zoning map amendment and zone change for ZC-2017-06, 535 6th St.
) FINDINGS OF FACT
City of Clarkston)
830 5th St.) CONCLUSIONS OF LAW
) AND DECISION
)

This matter having come before the Planning Commission of the City of Clarkston, Washington on December 4, 2017 for a public hearing pursuant to public notice as required by law, on a requested zone change from R-2 Medium Density Residential to SC – Service Commercial zone and update of the Zoning Map, and the Commission having heard the staff reports and recommendation of other interested parties who appeared and being fully advised in the matter, issues the following Findings of Fact and Conclusions of Law:

FINDINGS OF FACT

1. The Clarkston City Code sections 17.40 and 17.90 establishes the authorization to initiate amendments to the Zoning Map and designated land use zones.
2. The City set public hearing before the Planning Commission for December 4, 2017 and provided notice to the public as required by law.
3. The Planning Commission held public hearings on December 4, 2017 and took testimony from the city staff and the public.
4. As a result of the testimony, the Planning Commission has determined that the proposed changes as presented are beneficial to the operation of the City, its obligation to the citizens and assists the City in implementing its Zoning Code.
5. a) The proposed zone change is consistent with the Comprehensive Plan Policy A.6, A.7, and A.1.17.

- b) The proposed zone change provides for an orderly expansion of the existing service commercial property.
- c) The current commercial development of the property complies with current standards for landscaping and visual shielding between R2 zone property and SC zone property.

CONCLUSIONS OF LAW

1. The proposed zone change does follow the anticipated evolution of the comprehensive plan and allows for expansion of a commercial zone into an adjacent transitional zone.

2. The proposed zone change is consistent with Comprehensive Land Use Policy;

A.6 – Complete the development of the central business district by encouraging expansion and filling in of vacant buildings and lots.

A.7 Encourage new service related commercial activities to locate in areas where such uses already exist.

A.1.17 Off-street parking for commercial buildings should be designed to minimize visual impact. Parking areas should provide safe, and efficient ingress and egress for vehicles and public transit. Parking lots should be configured and designed to reduce overall mass of paved surfaces. Parking for retail centers or “Big Box” stores shall be directed away from existing and established residential neighborhoods.

Based on the foregoing Conclusions of Law, the Planning Commission hereby enters the following...

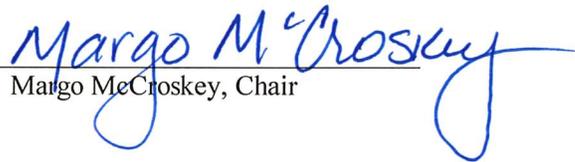
DECISION

1. The zone change request be approved, the Zoning Map be revised to reflect the zone change, and a recommendation supporting said changes will be made to the City Council for final action.

DATED this 4th day of December, 2017.

PLANNING COMMISSION
OF THE CITY OF CLARKSTON

By:


Margo McCroskey, Chair

ATTEST:


Steve Austin, City Clerk

STAFF REPORT

ZC-2017-06, 535 6th St.

Hearing Date December 4, 2017

a. Names and addresses of the owners and Applicants:

Scott Henderson

535 6th St., Clarkston, WA 99403

b. Brief summary of the requested action;

The requested action is to change the zoning designation of the property from and R-2 (Medium Density Residential) Zone to a SC (Service Commercial) Zone. The applicant has recently remodeled/built a dental office on the site. The bank and insurance company does not want to cover the non-conforming business in an R-2 zone.

c. A common description of the subject property and a legal description of the subject property;

Property is commonly referred to as 535 6th St.

Legal description is as follows:

A parcel of land, comprised of Lots 35-40, of Block 39 of Clarkston according to the official plat thereof, records of Asotin County, Washington, located in the North half (1/2) of Section 21, Township 11 North, Range 46 East, Willamette Meridian, City of Clarkston, County of Asotin, State of Washington.

d. A technical data summary of the land use plan designation and zoning designation of the subject property;

An R2 zone adjacent to a commercial zone is considered a transitional zone from residential to commercial use as commercial development occurs. The subject property is bounded on the east, north, and south side by SC (Service Commercial) zone. It is bounded on the west side by R2 zone.

The subject property is relatively level and the existing medical office was extensively remodeled earlier this year.

e. The current access to the subject property and the proposed access to the subject property;

Access to the property will be off of 6th Street on the west side of the property. This is the main access to the existing parking lot. The alley access has been fenced off.

f. In-depth analysis of the proposed project;

Subject property is a relatively level lot. It has access to utilities (water, sanitary sewer, telecommunications, gas, and electrical) at the property line or in the adjacent street or alley.

Subject property is currently in R-2 zone and adjacent to existing SC and R-2 zones. An R-2 zone adjacent to a commercial zone can be considered a transitional zone. This is consistent with the comprehensive plan land use designation and growth management policy.

Subject property at 535 6th St. is an existing medical office that has been extensively remodeled for current use as a dental office. There is an additional office in the front of the building (537 6th St.) that is currently rented out as a law office.

This will increase the property tax valuation on the subject property because of the change from R-2 zoning to SC zoning and the proposed improvements to the property.

The subject property is fronted by 6th St. (SR 129) and is in close proximity to US- 12 (Bridge St.). The main PTBA transit stop is located east of the subject property on 5th St.

This property is within the Clarkston City Limits.

Current land use plans would not allow a medical/professional business in a R-2 zone. Changing to an SC zone would be an allowed use for a medical / professional office greater than 2,500 SF floor area.

g. A history of the requested action;

- Property has been used as a medical/professional office for over 43 years.
- Building permit was issued in April 2017 for the office remodel. See letter from City of Clarkston dated March 16, 2016.
- Business was notified by their insurance company that they were a non-conforming use in a R2 zone. Would not be covered for a total loss. August 2017
- The zoning application was submitted on November 14, 2017.
- The applicant was notified on November 17, 2017 the application was complete and would be notified of the hearing date.
- Hearing date for ZC-2017-06 is December 4, 2017.

- h. A summary of any other requested land use permits in the area;**
Zone change application from R-2 to SC for 616 Maple St. was approved by P&Z on July 17, 2017.
Zone change application from R-3 to SC for 428 5th St. approved by P&Z on August 21, 2017.

- i. The compatibility and impact of the proposal on the existing development and the probable character of the proposal;**

The proposal is consistent with the comprehensive plan and the use of transitional zones as buffers between commercial and R-2 (Medium Density Residential) zones. This use is consistent with the growth and development of the Service Commercial corridor along 6th St. (SR-129) .

- j. A summary of the reports or recommendations or any other agencies consulted;**

No other agency has commented.

- k. Appropriate maps of the subject property;**

Staff has provided 2 maps for the discussion.

Zoning map of subject property

Aerial map of subject property

- l. The result of the determination pursuant to the State Environmental Policy Act (SEPA);**

The City of Clarkston is the designated agency for SEPA determination. No environmental impacts have been identified with this zone change.

- m. Staff's conclusions and recommendations;**

The proposed zone change is consistent with the Comprehensive Plan and the use of transition zones for buffering R-2 Residential zones from commercial development. It is also consistent with the following Comprehensive Land Use Policies:

A.6 – Complete the development of the central business district by encouraging expansion and filling in of vacant buildings and lots.

A.7 Encourage new service related commercial activities to locate in areas where such uses already exist.

A.1.17 Off-street parking for commercial buildings should be designed to minimize visual impact. Parking areas should provide safe, and efficient ingress

and egress for vehicles and public transit. Parking lots should be configured and designed to reduce overall mass of paved surfaces. Parking for retail centers or “Big Box” stores shall be directed away from existing and established residential neighborhoods.

Recommendation is to approve the zone change application from an R-2 zone to an SC zone.

CITY OF CLARKSTON
APPLICATION FOR ZONING MAP / COMPREHENSIVE PLAN MAP AMENDMENT

Applicant Name: Scott Henderson Home Phone: 509-758-0803
Address: 535 6th Street Work Phone: 509-758-6271
Property Owner Name (if different): Cell 509-254-1270
Address:
Legal Description of Property: Lots 35-40, Block 39 Current Zoning: R2
Proposed Zoning Designation: Service Commercial - SC

The City may amend this ordinance when it finds that any of the following applies:

- 1. Such amendment is consistent with the Comprehensive Plan and is not detrimental to the public welfare;
2. Change in economic, technological or environmental conditions has occurred to warrant modification of this ordinance;
3. It is found that an amendment is necessary to correct an error in this ordinance;
4. It is found that an amendment is necessary to clarify meaning or intent of this ordinance;
5. It is found that an amendment is necessary to provide for a use that was not previously addressed this ordinance; or
6. Those amendments as deemed necessary by the City Council to provide for the health, safety and general welfare.

ATTACHMENTS:

- 1. NARRATIVE: Please provide a written statement describing how the map amendment will be consistent with the above criteria and how the amendment will be consistent with the goals of the Comprehensive Plan.
2. VICINITY MAP: Please attach a vicinity map, drawn to scale, which shows the location of the proposed amendment.
3. PROOF OF OWNERSHIP: Please attach a copy of the property deed or sales contract.

The Applicant will be notified in writing within 28 days of receipt of the application whether the application is deemed to be complete. The date of the public hearing will be established upon the acceptance of a complete application.

The Applicant does hereby certify that all of the above statements and information in any attachments transmitted herewith are true under penalty of perjury by the Laws of the State of Washington.

Signature (Applicant): [Signature] Date: 11-14-17

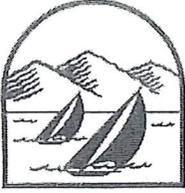
Signature (Landowner, if different): Date:

FOR OFFICE USE ONLY

Case No: ZC-2017-06 Date Rec'd: 11/14/17 Rec'd By: [Signature]
Planning Commission Hearing Date: 12/4/17 Action Taken:
City Council Action:
Date:

Zoning

1. I approached Jim Martin about R2 residential (March 2016) and was told not to worry about it and he sent letter(attached) which basically said don't worry about zone change which was 9 months prior to the start of construction
2. Our architect (Robert Broyles) submitted our plans and they were approved by the Public Works Department prior to starting construction and nothing was said about zone change
3. Surrounded on 3 sides by Service Commercial zone and is located on a main arterial of Clarkston and a state highway. This is the lone parcel on the east side of State Highway 129 from Bridge Street to the High School that is zoned R2. It is logical that this will be become commercial as the need arises.
4. I am not sure why this was not rezoned in 2006 when city zoning was reviewed and it was already being used for commercial purposes
5. Has been used for commercial purpose for almost 43 years
6. Invested significant amount of money and time into improving the property
 - a. This has already added new jobs in Clarkston. We have added additional staff
 - b. We renovated a tenat space which has resulted in a new business starting in Clarkston, McKarcher Law. Attorney Josh McKarcher is an established Estate Planning attorney who has branched out on his own, moved from Lewiston and started his own practice here.
7. Apprasier flagged the R2 zoning and verified that in the event of a loss we will not be able to build on the same site. The appraiser contacted the Clarkston Public Works Director and he verified the zoning and encouraged us to formally request a zone change rather than continue to operate on a nonconforming status. A loss, fire or otherwise, would be catastrophic to our business and result in severe financial loss and loss of jobs for our staff. A loss would also be catastrophic to McKarcher Law. A partial loss might result in an unsafe site. And with the zoning being R2, the only allowable replacement would be residential and I don't don't see that benefiting the community nor the tax base in the same fashion as an established medical practitioner and attorney
8. Insurance has verified that rebuilding on a nonconforming use would not be possible
9. City of Clarkston has very limited commercial space available for a new build
10. Asotin County in the past has said that will not allow dental office construction due to septic system usage. This further limits our possibilities of a rebuild in different location
11. Dr Michael Pickard has purchased the 2 lots directly north of our facility with the intention of building a dental specialty office at some point in the future
12. I understand that the zone change will affect my tax rate
- 13.



City of Clarkston

City Hall: (509) 758-5541 • Police: (509) 758-1680 • Fire: (509) 758-8681 • Fax: (509) 769-6018

829 5th Street • Clarkston, WA 99403 • www.clarkston-wa.com

March 16, 2016

Scott Henderson
625 6th St.
Clarkston, WA 99403

RE: 535 6th St. Allowable Uses

Dear Scott,

This letter should prove helpful as you decide what can be accomplished at your property at 535 6th Street in Clarkston. (Assessor Tax Parcel No. 1-001-39-040-0000-0000) That property is located in our R-2 Medium Density Residential zone. That being said, what you have is what we refer to as an approved non-conforming use. What that means is that the commercial use that has occurred throughout history could continue as a commercial use. Being non-conforming however does limit the type of commercial use that occurs should a change be made. The use can be the same as before such as a chiropractic office or a similar use that would not increase the non-conformity of the situation.

I would suggest you consider a similar medically related professional use or professional offices that would have a similar impact on the neighborhood. Steer clear of retail type uses, or other higher impact uses. Please let me know your plans as you move forward so I can help keep you on the proper path.

Sincerely,

James E. Martin
Public Works Director



ZC-2017-06
535 6th St.

535 6th St

SR129

5th St

Poplar St



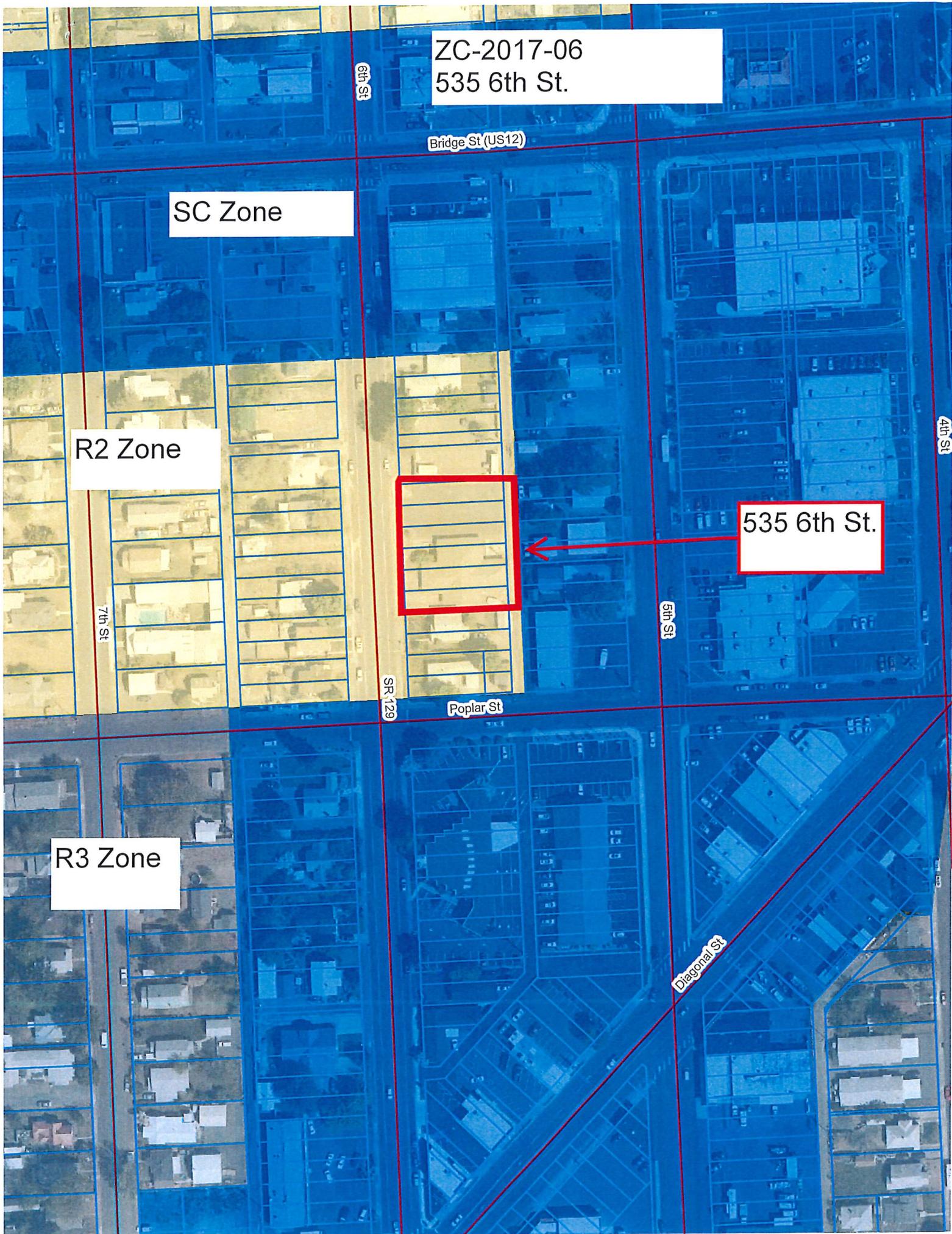
ZC-2017-06
535 6th St.

SC Zone

R2 Zone

535 6th St.

R3 Zone



December 1, 2017

City of Clarkston
Planning and Zoning Commission
829 5th Street
Clarkston, WA 99403

Dear Commissioners,

I am unable to attend the December 4, 2017 Planning and Zoning Commission meeting because I am the leader of Girl Scout Troop 3737 and we have a scheduled troop meeting at the same time.

I was born and raised in Clarkston and attended Clarkston Schools. After graduating from The University of Michigan School of Dentistry I chose to return to my hometown to start my professional career. I received my dental license to practice in Washington State in 1998. I have been in practice in Clarkston since then at 625 6th Street until September 15, 2107 when I moved to our newly renovated space.

The purpose of my letter is to formally state my support of the zone change proposal for 535 6th Street for the following reasons:

1. We purchased the Skinner Chiropractic building in December 2011 realizing that the structure and property required significant updates and improvements because it was built in 1975 and had not seen any updates since. Over the course of the following several years we brought together plans to renovate the property.
2. We approached the Public Works Director prior to starting construction and received a letter from him dated March 16, 2016 explaining that the property has a non-conforming use of the current zoning and that our intent of a dental office would fit into that same non-conforming designation.
3. We had our architect, Bob Broyles, submit our plans to the Public Works Director and the Building Inspector prior to starting construction in October, 2016. There were no red flags so we proceeded with renovations.
4. After construction was completed the bank appraiser raised the red flag that we would not be able to rebuild if we were to have a catastrophic loss because of the non-conforming use designation. The appraiser took the initiative to contact the Clarkston Public Works Director, Kevin Poole, who confirmed her concern.
5. We verified that we would not be able to rebuild with our insurance carrier.
6. Our lending institution has verified that we must have the property zoned Service Commercial in order to finalize the loan.

So, if we were to suffer a significant loss to our property it could result in my business closing, loss of jobs in Clarkston of my staff, vacant residential property within the city limits and my personal bankruptcy. We searched for suitable building sites in Clarkston for over 10 years (prior to purchasing 535 6th) and, as I'm sure you know, there is nothing suitable. The commercial district is very small and is already built. The county will not allow the construction because of septic use. Because I am licensed in Washington, moving across the river is not a viable option.

We have made a significant improvement to the property with the intent of finishing my career here and selling the practice to an incoming dentist with similar skills and professional ideals. We hired only local contractors with the majority from Clarkston including Flerchinger Electric, Bradley Plumbing, ITC Systems, Stripes-a-lot, Jeff Frost Contracting, Clarkston Glass, Early Bird Supply, and Valley Fence. All others were from Lewiston. Our lending institution is Columbia Bank in Clarkston. I believe strongly in the power of community and that this is a great place to work and raise a family.

If there are any concerns or questions during the hearing I can be reached on my cell (509.254.1500) during the Girl Scout meeting.

Thank you for your consideration.

Robin J. Henderson, DDS, FACD, FICD

ORDINANCE NO. 1592

AN ORDINANCE AMENDING CLARKSTON MUNICIPAL CODE CHAPTER 17.05.080, WHICH ESTABLISHES THE OFFICIAL ZONING MAP OF THE CITY OF CLARKSTON.

WHEREAS, the Planning Commission held a public hearing on December 4, 2017 to consider a request from Scott Henderson on Zoning Map Change Application No. ZC-2017-06 and adopted Findings of Fact, Conclusions of Law and a Recommendation to approve the zone change;

NOW THEREFORE, be it ordained by the City Council of the City of Clarkston as follows:

SECTION 1.0

Clarkston Municipal Code Chapter 17.05.080 is hereby amended as follows:

The property described below is hereby changed from Medium Density Residential (R-2) to Service Commercial (SC) zoning designation:

A parcel of land, comprised of Lots 35-40, of Block 39 of Clarkston according to the official plat thereof, records of Asotin County, Washington, located in the North half (1/2) of Section 21, Township 11 North, Range 46 East, Willamette Meridian, City of Clarkston, County of Asotin, State of Washington.

Property is commonly referred to as 535 6th Street.

SECTION 2.0

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 this _____ day of _____, 2017.

Monika Lawrence, Mayor

ATTEST BY:

Steve Austin, City Clerk

APPROVED AS TO FORM:

Todd Richardson, City Attorney

AGREEMENT FOR JANITORIAL SERVICES

Agreement made this _____ day of _____, 2017, between Marcie Bayless (Contractor) and the City of Clarkston (City).

Contractor will provide and perform for the City the services described in the attached Task Schedule.

All personnel furnished by Contractor will be employees of Contractor and Contractor will pay all salaries and expenses and all payroll taxes and will carry workmen's compensation insurance for such personnel.

Contractor will provide all proper safeguards and shall assume all risks incurred in performing its services.

Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors.

Contractor is responsible for the direct supervision of its personnel. It is agreed that Contractor will remove from services any of its personnel, who, in the reasonable opinion of the City, are guilty of improper conduct or are not qualified to perform the work assigned them. Background checks will be performed on contractor and any employees assigned to work under this agreement. Fingerprinting is required of contractor and any employees working under this agreement.

In exchange for performance of services the City shall make payment to the Contractor at the rate of \$700.00 per month for City Hall and \$550.00 per month for the Police Station. Services outside the scope of this agreement may be performed for additional compensation. The Contractor will bill the City monthly for services. Invoices will be paid within 15 days of billing.

This agreement shall continue in effect from the date services begin, but may be terminated by either party with thirty (30) days written notice.

City of Clarkston

Monika Lawrence, Mayor

Marcie Bayless, Contractor