

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
829 5<sup>th</sup> Street  
TUESDAY, MAY 26, 2020**

1. **CALL TO ORDER: 7:00 P.M.**
2. **PLEDGE OF ALLEGIANCE:**
3. **AGENDA CHANGES:**
4. **APPROVAL OF MINUTES: May 11, 2020 Regular Meeting**
  
5. **PUBLIC HEARING: CDBG Grant Application**
  
6. **COMMUNICATIONS:**
  - A. **From the Public: No Public Comment for this meeting.**
  - B. **From the Mayor:**
  - C. **From Staff or Employees:**
  
7. **COMMITTEE REPORTS:**
  - A. **Finance/Admin – Audit Report on Current Bills – No Meeting**
  - B. **Public Safety – No Meeting**
  - C. **Public Works – May 19, 2020**
  - D. **Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
  
8. **UNFINISHED BUSINESS: None**
  
9. **CONSENT AGENDA:**
  - A. **Resolution 2020-04, CDBG Grant Application (Public Works)**
  - B. **Award of 2020 Street Maintenance Project – Poe Asphalt (Public Works)**
  
10. **NEW BUSINESS:**
  - A. **Grant Application – Grantham Safe Routes to School (Public Works)**
  - B. **Grant Application – National Fitness Challenge (Public Works)**
  - C. **Grant Application Authorization – Recreation & Conservation Office (Public Works)**
  
11. **COUNCIL COMMENTS:**
  
12. **QUESTIONS FROM THE PRESS:**
  
13. **EXECUTIVE SESSION: None**
  
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.**

**\*\*\*ATTENTION: The Council meeting will be adhering to the Governor's Emergency Proclamations regarding meetings. This meeting will be held via telephone through Cisco WebEx. If you would like to join the meeting, please email your request to [saustin@clarkston-wa.com](mailto:saustin@clarkston-wa.com) or call 509-758-5541 by 5:00pm on Monday 5/11/20. \*\*\***

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

**CLARKSTON CITY COUNCIL MINUTES**  
**May 11, 2020**

ROLL CALL: Skate Pierce, Belinda Larsen, John Murray, Russ Evans, Pat Holman, Melyssa Andrews and Steven Ebert joined telephonically. Andrews excused from the last meeting on MOTION BY MURRAY/LARSEN. Motion carried

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

**AGENDA CHANGES:** Add Support letter on Variance for Safe Start Washington to Item A under New Business.

**APPROVAL OF MINUTES:** Minutes of the April 27, 2020 Regular Meeting were approved as corrected on MOTION BY HOLMAN/EBERT. Motion carried

**COMMUNICATIONS:**

**A. From the Public:** None

**B. From the Mayor:** Mayor Lawrence advised the deadline for completing the Census has been extended. She encouraged citizens to respond. Mayor Lawrence met with Department Heads and School District Officials regarding the graduation parade for Clarkston High School.

**C. From Staff or Employees:** Clerk Austin explained the Worker's Comp leave policy and the limitations of the CARES act for emergency medical leave. Chief Hastings provided information on the Clarkston High School Graduation Parade of Seniors.

**COMMITTEE REPORTS:**

**Finance/Admin:** Did not meet. Total expenditures for the May 11, 2020 period of \$903,387.15. MOTION BY MURRAY/ANDREWS to approve the bills as read. Motion Carried

**Public Safety:** Did not meet

**Public Works:** Monika advised that the Committee met on May 5, 2020 via telephone. The minutes were included in the packet.

**Outside Organizations:** No reports

**UNFINISHED BUSINESS:** None

**CONSENT AGENDA:** MOTION BY PIERCE/HOLMAN to approve the Consent Agenda. Motion Carried

**A. WSDOT Local Programs Right of Way Procedures**

**B. WSDOT Local Programs Waiver of Appraisal**

**C. WSDOT Local Programs Administrative Settlement Policy**

**D. Grantham Safe Routes to School Grant Application**

**E. Proclamation of May 2020 as Older Americans Month**

**NEW BUSINESS:**

**A. Letter of Support for Asotin County Phase 2 Variance Request.** Mayor Lawrence provided Council with the information. MOTION BY LARSEN/EBERT to approve a letter of support. Motion Carried

**COUNCIL COMMENTS:** Councilmember Murray asked if the City could forego charging sewer fees for non-essential businesses. Councilmember Larsen also asked about possibilities to help small business owners. Attorney Richardson advised that he would research the issue. Clerk Austin advised that the governor's proclamation authorized utilities to waive late fees, but was adamant that charges for services would still be required. PWD Poole reminded Council that modification of rates, per the code, could only be completed once per year. Councilmember Evans asked if the Asotin County Republicans would be able to hold the annual July 4<sup>th</sup> Celebration in the park. Clerk Austin advised that gatherings over 50 persons were not allowed until Phase 4 of the Governor's Safe Start plan. Attorney Richardson advised that the timeline for the phases will not be known for a while. Councilmember Andrews advised that the Children's Miracle Network campaign for Walmart was advised by the Governor that it would not be possible until August or September. She commented that the City may want to find some incentive like waiving sewer fees for businesses to remain closed until allowed to open under the Safe Start plan. Councilmember Pierce advised it might cause problems to waive utility fees to some businesses, and charge others. He advised it needs to be all or nothing. Councilmember Holman asked if the City is issuing building permits. PWD Poole, advised that the City is issuing permits. He asked when the Graduation parade would be held? Chief Hastings advised June 6 around noon. Mayor Lawrence advised she would send out information as it becomes available.

**PRESS QUESTIONS:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

Meeting adjourned at 7:40PM.

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Steve Austin, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 5/11/20	Ck # 70495-70563	\$545,134.82
Payroll 5/5/20	Ck # 70466-70493	\$358,252.33

**MINUTES**  
**PUBLIC WORKS SUB-COMMITTEE**  
**May 19, 2020 - 2:00 – 3:30 PM**

**DISCUSSION ITEMS**

1. Update on Bridge/Diagonal/2<sup>nd</sup> St. Intersection design project. Additional \$10,000 (non-participatory) for WSDOT oversight on design was requested. These are non-participatory funds (not federally reimbursed). The city has \$10,000 already budgeted. WSDOT notified city they expect their cost to be between \$16,000 and \$20,000 for their design oversight effort. It is recommended to set aside an additional \$10,000 from TBD reserves to cover the WSDOT costs.  
Director Poole is now Certified for Administration for Federal Right of Way. Will ask for obligation for federal right of way funds by August. \$132,000 for the project.
2. Update on 8<sup>th</sup>/Elm/Diagonal St. Project – Design moving forward, Director Poole currently reviewing 50% design plans. HSIP grants will be announced October 2020
3. Update on WWTP Master Plan Update. Project kick off meeting 5/21 at 11:00AM – this will be a video conference over GoToMeeting.
4. Grantham Safe Routes to School Grant application – construction cost estimate of \$903,542. A federal 13.5% match rate would be \$121,978.17. Safe Routes grant does not require a match but grant application instructions state that an agency match makes grant more competitive. Public Works needs city council approval to apply for the grant. Grant is due July 20.
5. Review CDBG Grant Application schedule. Ad in paper May 10, 2020. Hearing 5/26/2020. Need council approval of resolution on the CDBG Grant Application.
6. 2020 Street Maintenance Project – Public Works recommends bid award to Poe Asphalt Paving for \$311,746.80. Budget amount for the project was \$323,000. Poe Asphalt Paving, Inc. was determined to be the lowest responsive bidder out of the three bids received. Need city council action to award bid to Poe Asphalt Paving, Inc. and authorize Mayor to sign contract
7. National Fitness Challenge (NFC) – Outdoor Exercise Court - Washington Recreation Conservation Office (RCO) grant applications due June 1, 2020.  
NFC contacted Director Poole to see if there was interest in the city to pursue construction of a fitness center. Budget for the purchase and installation was provided for review. Total cost is estimated at \$175,200. The cost of this would be covered by the RCO grant. RCO grant will be for a Youth Athletic Center (YAC) grant program for \$175,200. RCO requires a 25% grant match but Clarkston qualifies for a lower grant match of 20% based upon average income level.  
\$175,200 Constructed Cost  
\$175,200 Grant Amount  
20% match = \$35,040  
Need council to approve NFC Grant application for \$30,000, RCO grant application for \$175,200, approval of resolution for RCO grant, and approve mayor signing Certification of Match form.
8. 2020 Sidewalk Repair Project Update – Ready to contact property owners. Discussed the reimbursement for sidewalks. Three options 1.) pay for work, 2.) pay over a few months, 3.) lien to property for the work. Public Works Director would like discussion from city council before notifying property owners.
9. City of Lewiston Parks Dept. Fun Bus would like to be at Beachview Park on Thursday's starting June 18. The Fun Bus has self contained youth activities and just needs the open space for the activities. Public Works Director will get more information from Jason Ohrt about Fun Bus then discuss with Brady Woodbury at Public Health the group size limitations and social distancing required.

Outside Organization Report  
Councilmember Russ Evans

On May 13th the PTBA committee met. Were down 1,932 boarding's from April of 2019. Weve been averaging 479 riders a week. Last week we had 647 riders.

We're running just 2 van pools to WSU for essential workers with reduced fares and no more than 12 passengers on board.

A new main gate will be installed at PTBA facility as the old one is difficult to operate and very cumbersome.

Visit Lewis Clark valley met May 20th. Lodging taxes are down but they expect them to pickup. Plans are being made on a new visitor guide.

Portland is working on a recovery plan.

Advertising through social media is still going strong. While the digital advertising has been cut back some.

VLCV is considering merging with the Idaho Travel Council in order to reach a larger audience. The first cruise ship the American Song will be docking here June 29th.

**RESOLUTION NO. 2020-04**

**A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, AUTHORIZING SUBMISSION OF APPLICATION FOR THE WASHINGTON STATE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM IN THE AMOUNT OF \$475,000 AND AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR SUCH FUNDING.**

**WHEREAS**, the City of Clarkston is authorized to apply to the state Department of Commerce for a Community Development Block Grant (CDBG); and

**WHEREAS**, the City of Clarkston has identified a community development and housing priority need for which to seek CDBG funding; and

**WHEREAS**, it is necessary certain conditions be met to receive CDBG funds;

**NOW, THEREFORE**, be it resolved that the City of Clarkston authorizes submission of this CDBG application to the state Department of Commerce to request \$475,000 to establish the Clarkston Affordable Home Repair Program, and certifies that, if funded, it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will not use assessments against properties owned and occupied by low- and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low- and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s);

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act; and will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted (or will adopt) and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted (or will adopt) and implement a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act or 1974, as amended; and

The City of Clarkston designates Monika Lawrence as the authorized representative to act in all official matters in connection with this application and the City of Clarkston's participation in the State of Washington CDBG Program.

DATED this 26th day of May, 2020.

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

ATTEST:

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



# Affordable Home Repair Program Overview

## Program Description:

The City of Clarkston received Community Development Block Grant (CDBG) funds from the state of Washington through the U.S. Department of Housing and Urban Development (HUD) to fund construction activities in support of affordable housing.

The work performed will be narrowed with the highest priority given to addressing life/safety hazards, followed by structural/system deficiencies, and finally energy efficiency improvements. Examples of structural items for rehabilitation addressed include the following:

- Roof and siding repair/replacement
- Porch or deck rehabilitation
- Replacement of interior floor joists and subflooring
- Replacement of wall framing
- Replacement/repair of drywall
- Replacement of collapsed sewer lateral from house to sewer main
- Replacement of failed water service line from meter to house
- Replacement/repair of deficient sidewalks
- Replacement/repair of structurally deficient interior/exterior stairs
- Remediation of lead-based paint
- Interior and exterior painting
- Replacement of furnace, cooling systems, or hot water heaters
- Replacement of single-pane windows with energy efficient windows
- Electrical panel improvements

As a condition of accepting this federal funding, Homeowners in City of Clarkston limits must qualify as low- and moderate-income (LMI) persons.

## Eligibility

In order to be considered for funding, the applicant must own the home and mortgage and tax payments must be up-to-date. The beneficiary of the improvements (resident of the home) must have a household income of 80% or less of the median household income (MHI) for the City of Clarkston (see chart). Rental property is not eligible for this program.

**2019 Income Limits Summary by Household Size\***

# of Persons	Income Limit	# of Persons	Income Limit
1	\$35,350	5	\$54,550
2	\$40,400	6	\$58,600
3	\$45,450	7	\$62,650
4	\$50,500	8	\$66,700

*HUD 2019 Income Limit Guidelines, 2020 will be used, when available.*

## Funding & Payment

Program funding consists of three different plans:

### *Forgivable - No cost*

If the total family income is in the range of extremely low (30% MHI or below), as classified by HUD, the applicant will receive a grant, which there is no payment due when certain conditions are met.

### *No Interest-Payment Plan 10% Owner Participation*

If the total family income is in the range of low (31% - 50% MHI), as classified by HUD, the applicant will qualify for a no interest-payment plan for 10% of the cost of materials, with no monthly payments until the rehabilitation work is completed. A promissory note will be signed by the homeowner(s). Payment is due in full if ownership is transferred, property is sold or refinanced, or applicant passes away or otherwise ceases to occupy the property as their primary residence.

### *No Interest Payment Plan 20% Owner Participation*

If the total family income is in the range of moderate (51% - 80% MHI), as classified by HUD, the applicant will qualify for a no interest payment plan for 20% of the costs of materials, with no monthly payments until the rehabilitation work is completed. A promissory note will be signed by the homeowner(s). Payment is due in full if ownership is transferred, property is sold or refinanced, or applicant passes away or otherwise ceases to occupy the property as their primary residence.

### *Homeowner Sweat Equity*

Across the country, many Habitat affiliates are engaged in expanding housing solutions beyond new home construction, including home repairs and preservation projects. Sweat equity for the Affordable Home Repair Program projects is a valuable tool in building a partnership among homeowners. Through sweat equity, the applicant has an opportunity to invest physically and emotionally in the vision of Habitat- a world where everyone has a safe and decent place to live. This owner participation meets three Habitat goals: partnership, pride in homeownership, and development of skills and knowledge.

The amount of your project will include the final cost of the materials used in the repairs. All homeowners will also be required to complete sweat equity hours. The number of required sweat-equity hours is based on the scope of work but would range from 8-72 hours. LCV HFH will make sure the approved applicant is involved in meaningful and important work. To ensure compliance with Fair Lending laws, affiliates must make sweat-equity accommodations for any applicant who has a physical or mental impairment so that they are able to fulfill this part of the partnership. Examples include:

- Performing tasks in the ReStore.
- Attending outreach events as an ambassador.
- Letting friends and family members complete the hours.

## Process

Upon the preapproval and selection of an application, the L-C Valley Habitat for Humanity (LCV HFH) will conduct an initial client consultation including preliminary inspection of the home to develop a work plan (or scope of work). After the appropriate paperwork and work bids have been received by the City, an environmental review will be performed, including a lead-based paint inspection of homes built before 1978 (at no charge to the homeowner). The client will then sign a rehabilitation agreement, including the scope of work to be performed, and a promissory note to secure the funding. Work must not begin until all paperwork is in order, permits have been obtained, and permission is granted by the LCV HFH. Upon the satisfactory completion of work as determined by city inspectors, submission of invoices/materials receipts, and payment approval, payment will be issued by Habitat for disbursement to any contractors hired by the client.

## Contact:

Deborah J. Snyder, Executive Director  
L-C Valley Habitat for Humanity  
PO Box 317, Clarkston, WA 99403  
208.792.7568  
[director@lewisclarkhabitat.org](mailto:director@lewisclarkhabitat.org)

**BID TABULATION**  
2020 STREET MAINTENANCE PROJECT

BASE BID					Engineer's Estimate		Knife River		Poe Asphalt		HERCO, Inc.	
ITEM NO.	WSDOT Std. Item No.	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>SEAL COAT ITEMS</b>												
1	5296	CRS-2P	84	TON	\$650.00	\$54,600.00	\$600.00	\$50,400.00	\$440.00	\$36,960.00	\$555.00	\$46,620.00
2	5436	FURNISHING & PLACING CRUSHED SCREENING 1/2 TO NO. 4	670	TON	\$50.00	\$33,500.00	\$101.00	\$67,670.00	\$52.00	\$34,840.00	\$36.00	\$24,120.00
3	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$3,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$16,950.00	\$16,950.00	\$16,830.00	\$16,830.00
<b>TOTAL SEAL COAT :</b>						\$91,100.00		\$124,070.00		\$88,750.00		\$87,570.00
<b>ASPHALT OVERLAY</b>												
4	5739	HMA FOR PAVEMENT REPAIR, CL 1/2", 0.13" (1-1/2") DEPTH	1220	TON	\$110.00	\$134,200.00	\$95.00	\$115,900.00	\$79.00	\$96,380.00	\$82.00	\$100,040.00
5	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00	\$9,160.00	\$9,160.00	\$12,865.00	\$12,865.00
<b>TOTAL ASPHALT OVERLAY :</b>						\$136,200.00		\$119,900.00		\$105,540.00		\$112,905.00
<b>ALLEY OVERLAY</b>												
6	5739	HMA FOR PAVEMENT REPAIR, CL 1/2", 0.2' DEPTH	270	TON	\$110.00	\$29,700.00	\$90.00	\$24,300.00	\$86.00	\$23,220.00	\$86.00	\$23,220.00
7	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$4,375.00	\$4,375.00	\$4,340.00	\$4,340.00
<b>TOTAL ALLEY OVERLAY :</b>						\$32,200.00		\$29,300.00		\$27,595.00		\$27,560.00
<b>SUBTOTAL BASE BID PRICE :</b>						\$259,500.00		\$273,270.00		\$221,885.00		\$228,035.00
<b>SALES TAX 7.9% :</b>						\$20,500.50		\$21,588.33		\$17,528.92		\$18,014.77
<b>TOTAL BASE BID PRICE (Including Sales Tax) :</b>						\$280,000.50		\$294,858.33		\$239,413.92		\$246,049.77
<b>ADDITIVE ALTERNATE #1</b>												
2020 COLLEGE CT. REBUILD PROJECT												
ITEM NO.	WSDOT Std. Item No.	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	0001	MOBILIZATION	1	LS	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$2,600.00	\$2,600.00	\$6,500.00	\$6,500.00
2	0047	REMOVE MANHOLE (LAMPWELL)	1	LS	\$2,500.00	\$2,500.00	\$4,500.00	\$4,500.00	\$2,884.00	\$2,884.00	\$2,865.00	\$2,865.00
3	0100	REMOVING CEMENT CONC. SIDEWALK	109	SY	\$10.00	\$1,090.00	\$40.00	\$4,360.00	\$8.25	\$899.25	\$8.00	\$872.00
4	0108	REMOVING CEMENT CONC. CURB AND GUTTER	196	LF	\$5.00	\$980.00	\$10.00	\$1,960.00	\$8.25	\$1,617.00	\$8.00	\$1,568.00
5	0120	REMOVING ASPHALT CONC. PAVEMENT	642	SY	\$10.00	\$6,420.00	\$12.00	\$7,704.00	\$6.15	\$3,948.30	\$7.00	\$4,494.00
6	0310	ROADWAY EXCAVATION INCL. HAUL	135	CY	\$15.00	\$2,025.00	\$13.00	\$1,755.00	\$28.85	\$3,894.75	\$30.00	\$4,050.00
7	5100	CRUSHED SURFACING BASE COURSE	354	TON	\$22.00	\$7,788.00	\$21.50	\$7,611.00	\$26.25	\$9,292.50	\$27.00	\$9,558.00
8	5767	HMA CL 1/2", 0.2' DEPTH	90	TON	\$110.00	\$9,900.00	\$90.00	\$8,100.00	\$91.00	\$8,190.00	\$95.00	\$8,550.00
9	6488	EROSION CONTROL AND WATER POLLUTION PREVENTION	1	LS	\$500.00	\$500.00	\$1,200.00	\$1,200.00	\$515.00	\$515.00	\$500.00	\$500.00
10	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	LS	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	\$1,854.00	\$1,854.00	\$2,000.00	\$2,000.00
11	1065	CEMENT CONC. GUTTER, 36" WIDE VALLEY GUTTER INCL REINF	35	LF	\$120.00	\$4,200.00	\$75.00	\$2,625.00	\$51.50	\$1,802.50	\$51.00	\$1,785.00
12	1065	CEMENT CONCRETE GUTTER, TRAFFIC CURB	196	LF	\$24.00	\$4,704.00	\$31.00	\$6,076.00	\$28.85	\$5,654.60	\$30.00	\$5,880.00
13	7055	CEMENT CONCRETE SIDEWALK MANHOLE 48 IN. DIAM. TYPE I	109	SY	\$216.00	\$23,544.00	\$102.00	\$11,118.00	\$59.75	\$6,512.75	\$60.00	\$6,540.00
14	7360	10FT-14FT DEPTH	1	EACH	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00	\$4,944.00	\$4,944.00	\$5,000.00	\$5,000.00
<b>SUBTOTAL ADDITIVE ALTERNATE #1 PRICE :</b>						\$74,651.00		\$71,009.00		\$54,608.65		\$60,162.00
<b>SALES TAX 7.9% :</b>						\$5,897.43		\$5,609.71		\$4,314.08		\$4,752.80
<b>TOTAL ADDITIVE ALTERNATE #1 PRICE (Including Sales Tax) :</b>						\$80,548.43		\$76,618.71		\$58,922.73		\$64,914.80
<b>ADDITIVE ALTERNATE #2</b>												
WWTP ASPHALT OVERLAY												
1	5739	HMA FOR PAVEMENT REPAIR, CL 1/2", 0.13" (1-1/2") DEPTH	140	TON	\$110.00	\$15,400.00	\$86.00	\$12,040.00	\$81.50	\$11,410.00	\$100.00	\$14,000.00
2	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$1,035.00	\$1,035.00	\$1,000.00	\$1,000.00
<b>SUBTOTAL ADDITIVE ALTERNATE #2 PRICE :</b>						\$16,900.00		\$14,040.00		\$12,445.00		\$15,000.00
<b>SALES TAX 7.9% :</b>						\$1,335.10		\$1,109.16		\$983.16		\$1,185.00
<b>TOTAL ADDITIVE ALTERNATE #2 PRICE (Including Sales Tax) :</b>						\$18,235.10		\$15,149.16		\$13,428.16		\$16,185.00
<b>TOTAL BID PLUS ALTERNATES</b>						\$ 378,784.03		\$ 386,626.20		\$ 311,764.80		\$ 327,149.56

Non-Collusion Declaration	X	X	X
Contractor Prequalification	X	X	X
Cert of Compliance with Wage	X	X	X
DBE Utilization Cert	X	X	X
Subcontractor List	X	X	X
Proposal Addenda	X	X	X
Bid Schedule	X	X	X
Signature Page	X	X	X
Proposal Bond	X	X	X

# Local Agency Contract

THIS AGREEMENT, made and entered into this 27<sup>th</sup> day of May, 2020.  
between the City of Clarkston, WA and

Poe Asphalt Paving, Inc.  
P.O. Box 449  
Lewiston, ID 83501

hereinafter called the Contractor.  
WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this agreement, the parties hereto covenant and agree as follows:

I. The Contractor shall do all work and furnish all tools, materials, and equipment for:  
2020 Street Maintenance Project:

Unit price contract for the Base Bid of \$294,858.33, Additive Alternate #1 of \$76,618.71, and Additive Alternate #2 of \$15,149.16, for a total of \$311,764.80.

in accordance with and as described in the attached plans and specifications, and the standard specifications of the which are by this reference incorporated herein and made part hereof and, shall perform any changes in the work in accord with the Contract Documents.

The Contractor shall provide and bear the expense of all equipment, work and labor, of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in these Contract Documents except those items mentioned therein to be furnished by .

II. hereby promises and agrees with the Contractor to employ, and does employ the Contractor to provide the materials and to do and cause to be done the above described work and to complete and finish the same in accord with the attached plans and specifications and the terms and conditions herein contained and hereby contracts to pay for the same according to the attached specifications and the schedule of unit or itemized prices at the time and in the manner and upon the conditions provided for in this contract.

III. The Contractor for himself/herself, and for his/her heirs, executors, administrators, successors, and assigns, does hereby agree to full performance of all covenants required of the Contractor in the contract.

IV. It is further provided that no liability shall attach to the State by reason of entering into this contract, except as provided herein.

IN WITNESS WHEREOF, the Contractor has executed this instrument, on the day and year first below written and has caused this instrument to be executed by and in the name of the day and year first above written.

Executed by the Contractor \_\_\_\_\_ , \_\_\_\_\_ .

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Contractor)

Local Agency: City of Clarkston

Title: Mayor

By: \_\_\_\_\_

Date: May 27, 2020 \_\_\_\_\_

Grantham Safe Routes to Schools Grant

Administered by WSDOT Local Programs  
Grant application due July 20, 2020 – online application.

Grantham Elementary Safety Improvements  
FA# TAP-0215(008)

Construction Estimate \$903,542.00



**COVID-19**

For the latest COVID-19 health guidance, statistics and resources, visit [Coronavirus.wa.gov](https://www.wa.gov/coronavirus).

**Pedestrian and Bicyclist and Safe Routes to School Programs: Call for Projects**

	Pedestrian and Bicyclist Program	Safe Routes to School Program
Program purpose	<ul style="list-style-type: none"> <li>- Eliminate pedestrian and bicyclist fatal and serious injury traffic crashes.</li> <li>- Increase the availability of connected, low traffic stress, pedestrian and bicyclist facilities for all ages and abilities.</li> <li>- Increase the number of people that choose to walk and bike for transportation.</li> </ul>	<ul style="list-style-type: none"> <li>- Eliminate all traffic crashes involving children walking or biking to school.</li> <li>- Build connected networks of pedestrian and bicyclist facilities for children within two miles of a school (based on road distance).</li> <li>- Increase the number of children who can, and, do walk or bike to school safely.</li> </ul>
Expected funding amount	\$18,380,000	\$19,150,000
Funding source	State	Federal and State
Applications due	July 13, 2020	July 20, 2020
Eligible project types	<ul style="list-style-type: none"> <li>1) Pedestrian/bicyclist safety and/or mobility infrastructure improvements (may include preliminary engineering).</li> <li>2) Project Development/Design-Only projects that will result in a ready to construct pedestrian or bicyclist improvement project (may include community outreach, and tactical urbanism).</li> </ul>	<ul style="list-style-type: none"> <li>1) Infrastructure improvements within two miles of a school (may include education and/or encouragement activities).</li> <li>2) Education/Encouragement Only projects. Projects are to serve children kindergarten to 12<sup>th</sup> grade.</li> </ul>
Eligible Applicants	All public agencies in Washington, including tribal governments (lead agency must be the owner/operator of the transportation facilities where improvements are focused)	All public agencies in Washington (including tribal governments), and nonprofit entities responsible for the administration of transportation safety education and encouragement programs
Website	Pedestrian and Bicycle Program	Safe Routes to School Program
Contacts	Brian Wood, Active Transportation Program Specialist, 360-705-7385, <a href="mailto:brian.wood@wsdot.wa.gov">brian.wood@wsdot.wa.gov</a> or WSDOT Region Active Transportation Coordinators or WSDOT Region Local Programs Engineers	Charlotte Claybrooke, Active Transportation Program Manager, 360-705-7302, <a href="mailto:charlotte.claybrooke@wsdot.wa.gov">charlotte.claybrooke@wsdot.wa.gov</a> or WSDOT Region Active Transportation Coordinators or Local Region Local Programs Engineers

**Match**

There is no match requirement but preference will be given to projects with a cash or in-kind match (see review criteria below for details).

**Funding**

Funds will be available for the 2021-2023 biennium beginning July 2021. These are not "cash-up-front" programs. Costs incurred prior to WSDOT project approval are not eligible for reimbursement. This call is in preparation for the 2021-23 state legislative session to appropriate funding for the programs.

**Overview Webinar**

<https://www.wsdot.wa.gov/LocalPrograms/SafeRoutes/CallForProjects.htm>

The project title should be no more than 255 characters. It will be utilized throughout the life of the project. Examples include:

- Johnson Rd and H, J, L, and M Streets Sidewalks and Curb Extension SRTS Project
- Smith Rd. & Johnson Rd. Roundabout PBP Project
- 10<sup>th</sup> St. and Central Ave. Project Development/Design PBP Project

#### **Inappropriate Uses of Funding**

- Recurring costs such as salary for a walking school bus leader;
- Pavement resurfacing or pavement preservation (unless part of a road diet/reconfiguration);
- Widening and/or adding travel lanes or other motor vehicle related improvements that could negatively affect pedestrian and bicyclist safety and mobility;
- School bus safety projects or improvements to school bus stops;
- Portable enforcement equipment;
- Gifts or stipends.

#### **Application Review Process**

These are competitive application programs. This review process and the criteria below describe how projects will be prioritized for funding recommendations. WSDOT staff will conduct a quantitative assessment of the applications using the applicant's responses, WSDOT 2017-2019 crash data, census data, school data and WSDOT local project search data. Grant review committee members will evaluate the applications and make recommendations. WSDOT staff will conduct electronic or on-site project review meetings with the highest-ranking applicants and for applications that propose pedestrian and bicyclist safety improvements at fatal and serious injury collision locations. These meetings will address reviewer comments and may include practical solutions considerations. The final prioritized list of projects will be submitted to the Governor's office and the legislature by December 1, 2020. The legislature and Governor will make the final decisions on program funding and grant awards during the 2021 Legislative session.

#### **Review Criteria**

##### **Safety** – Up to **40%** of Consideration

- A Local Roads Safety Plan project (location and project treatments listed in plan).
- Project improvement proposed for roads with higher level of traffic stress (defined as roads over 25mph, roads with  $\geq 1500$  average annual daily traffic (AADT) and/or greater than three motor vehicle lanes) Note: Should changes to traffic volumes due to COVID-19 prevent the collection of traffic counts use older data or make an estimate.
- Speed management improvement where speeding or a need to lower posted speed is indicated.
- The severity and number of pedestrian or bicyclist traffic crash(es), within the last five years 2015-2019, at the project location.

##### **Equity** - Up to **16%** of Consideration

- Project in census tract with higher than state average population for:
  - People of color;
  - People with a Hispanic heritage;
  - Household incomes at or below 200% of federal poverty level;
  - People with disabilities.

##### **Deliverability/Other** – Up to **12%** of Consideration

- Match;
- Project is in local or regional transportation plan;
- Project is in Regional Human Services Transportation Plan or transit agency plan;
- Applicant has an ADA transition plan or ADA Compliance planning for public right-of-way;
- An adopted Complete Streets ordinance;
- A Bicycle Friendly community ranking;
- An adopted greenhouse gas emissions policy;
- Project is in the applicant's resiliency plan;
- Note: Applicants that received a PBP or SRTS project awarded in 2019 and needed a scope change(s) or time extension(s) will receive lower consideration for deliverability.

##### **Value** - Up to **14%** of Consideration



# *City of Clarkston*

## **Beachview Park National Fitness Challenge Facility**

### **PROJECT BUDGET**

<b>Fitness Court and Campaign</b>	<b>\$128,000</b>
<b>Freight &amp; Packing</b>	<b>\$2,000</b>
<b>Installation Kit</b>	<b>\$2,000</b>
<b>Custom Fitness Court (Color &amp; Design)</b>	<b>\$12,500</b>
<b>NFC Healthy City Grant</b>	<b><u>(\$30,000)</u></b>
<b>Subtotal - Fitness Court</b>	<b>\$114,500</b>
<b>Site Work &amp; Installation</b>	<b>\$40,000</b>
<b>Fitness Court Assembly</b>	<b>\$19,500</b>
<b>Graphics Installation</b>	<b><u>\$1,200</u></b>
<b>Subtotal Site Work &amp; Assembly</b>	<b>\$60,700</b>
<b>Total Project Cost</b>	<b><u>\$175,200</u></b>
<b>Less: RCO Grant Application</b>	<b>\$175,200</b>
<b>20% Match Requirement</b>	<b>\$35,040</b>

# GRANT FUNDING AWARD

REQUIRED FUNDING FOR EACH SITE



+



**FITNESS COURT & CAMPAIGN SERVICES**

**TOTAL FUNDING REQUIRED PER FITNESS COURT**

## \$130,000

+

**FITNESS COURT INSTALL**

=



**\$30,000**  
GRANT FUNDING AWARD



**\$100,000**  
LOCAL FUNDING MATCH  
(PLUS INSTALLATION)

**INSTALLATION METHODS**

**IN HOUSE OR IN KIND OR BID OUT**

# PROGRAM SUMMARY

## NFC 2020 CAMPAIGN SPECIFICATIONS



**2020 PROGRAM SUMMARY: All items and services below are delivered to approved partners as part of the 2020 Campaign.**

### HEALTHY INFRASTRUCTURE

#### FITNESS COURT™

##### Fitness Court® Description:

- 32'x35' outdoor bodyweight circuit training system with the following components:
- Seven station circuit training system providing full-body workout modules
- Fitness Court body-weight training wall - 32'W x 21'D x 6' H with custom graphics
- Thirty pieces of body-weight fitness elements for simultaneous use by 28 users at one time. Fitness Elements anchored and grouped within seven stations.
- Bolts, attachments and anchors required for installation

##### Fitness Court Surface - Tile Surface Specifications

- Outdoor Sports Floor Size: 1024 SF (32'x32')
- Color: NFC Blue
- Thickness: 1" Tiles
- ADA Border Included

##### Fitness Court Specifications:

- All structural components are made from high-grade carbon steel
- Structural components receive high-grade dual layer powder coating
- All cladding (skins) made from high-grade aluminum and powder coated
- Graphics and signage printed with anti-graffiti over-lamination material
- Manufactured in the United States
- Resilient to heavy, repeated daily use
- Over 30 individual pieces of equipment
- Powder-Coated Structural Components
- Galvanized fittings and bolts - *included*
- Stainless steel cables
- Full installation guide provided
- Warranty through NFC

### HEALTHY INFRASTRUCTURE DESIGN SERVICES

#### Strategic Planning & Feasibility Study

- City-wide impact analysis and master plan integration plan
- Site Design and Visibility Analysis
- Custom Fitness Court Design Services & Construction & Installation Support
- Customized Fitness Court powder-coating and decal design - no two Fitness Courts are the same!
- Samped and vetted design plans, concrete slab drawings, and contractor management are provided by the NFC Activation Team.
- With all ready-to-build plans included, most installations require less than 90 days to complete from ground-breaking to launch.
- NFC National Installation Partner Access - EIS (contracted separately)

### GRANT FUNDING, CONSENSUS BUILDING, SPONSOR SUPPORT

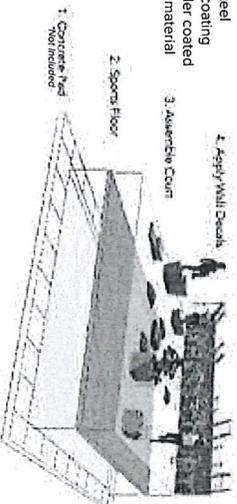
- NFC Grant Funding Qualification
- Access to qualify for NFC's Grant Funding through NFC's national partners to support seeding the program.

#### Consensus Building Consulting

- NFC has industry experts in project management, and from conception through execution, they will collaborate on an average of 2 intensive monthly planning calls to drive success.

#### Sponsor Strategy Consulting Support

- Up to 10 custom renderings provided by NFC Design Team to support outreach to local sponsors and partners. Up to 5 custom slide presentations provided for in-person meetings and internal stakeholder consensus-building.



##### Warranty + Maintenance

- Made for all climates
- Almost no moving parts (only cables)
- Equipment is anchor bolted into concrete
- Replacement parts available through NFC
- No requirement for disassembly in winter
- Maintenance guide, including touch-up paint & necessary tooling included

See Official Warranty for Full Coverage Detail



### CAMPAIGN SERVICES

#### FITNESS COURT® APP

##### The Fitness Court App

Free mobile app for iOS / Android teaches proper use, routines and challenges to all users

- Classes: schedule, run and track attendance using the Fitness Court App back-end scheduling tool, providing live class management through the OnSched platform. Training and basic setup provided by NFC within 30 days of launch event.
- Learn: video guides deliver workouts, and teach the basics for beginners on the Fitness Court. New content released quarterly, and updated by NFC National Training Team.
- Train: individual audio guides. New content released quarterly, updated by NFC National Training Team.
- Challenge: competitive tracking allows users to participate in timed, scored challenges, with an option to submit their scores to a national leaderboard. Acts as a regional and national event qualification tool.

### CERTIFIED AMBASSADOR TRAINING

#### Programming and Training Tools

Fitness Court Ambassadors build and sustain a healthy culture around the Fitness Court ecosystem

- Learn: education modules provided by the NFC Training Team are eligible for a range of industry certifications. are offered both in-person and remote, and provide a range of class templates, coaching tips and more to qualified Ambassadors. Partnership includes program vouchers for up to 12 individual Ambassadors per Fitness Court, individually eligible for up to 3 continuing education credits (CECs), approved through the American Council on Exercise (ACE).
- Train: classes, clinics and challenges become the building blocks of a Fitness Season, led by Ambassadors, that engage all ages and fitness levels. These guided workout options expand the user community and increase long-term usage and adoption.
- Share: continuous online and print storytelling, engagement and social connection further build out a healthy culture on each Fitness Court. Up to five local Ambassadors are eligible to attend an in-person regional training event of their choice in 2020. Regional training schedule provided May 2020

### MEDIA, PRESS, & PROMOTIONS

#### Promotions and Marketing Package

Media support and community engagement materials excite users and strengthen program adoption

- Custom Grant Announcement Kit: promote the development of the program in your community with NFC support through traditional and social media channels - including a custom Press Release, site rendering, and outreach planning tools
- Launch Event Promotions Toolkit: announce the launch of the Fitness Court on traditional media channels with a separate customized press release, outreach support and uniquely branded assets for social media
- NFC Website Feature Story: NFC-hosted custom storytelling showcases the partnership and program development in your community.
- Fitness Court Gear: minimum \$750 credit towards the official NFC gear store - gear and giveaways provided in part by national Campaign sponsor. Badger Sport® nurture Ambassador relationships, honor stakeholders and excite event attendees, to amplify launch activities
- Opening Day Launch Support: NFC provides event management templates, guidance for launch event planning, and custom promotional materials (flyers, media assets).

### FITNESS SEASON 2020

#### Annual Activation Series: 2020 Fitness Season

Bring the Latest Events & Programs to Your Fitness Court® this Year!

- Spring 2020: 18 new workout routines & video tutorials introduced to the Fitness Court App, featuring pro trainer, Mark Lauren.
- Summer 2020: Classes and Clinics support ongoing programming for group exercise and app-based class
- Fall 2020: Challenge series builds competition & strengthens community. Marks the success of year's activation program for all users.
- Healthy Infrastructure Awards: annual recognition program highlighting exceptional partners and leaders nationwide, winners receive custom awards, decals and press support to announce





## Applicant Resolution/Authorization

Organization Name (sponsor) \_\_\_\_\_

Resolution No. or Document Name \_\_\_\_\_

Project(s) Number(s), and Name(s) \_\_\_\_\_

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Monika Lawrence, Mayor
Project contact (day-to-day administering of the grant and communicating with the RCO)	Kevin Poole, Public Works Director
RCO Grant Agreement (Agreement)	Monika Lawrence, Mayor
Agreement amendments	Monika Lawrence, Mayor
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Monika Lawrence, Mayor

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

On File at: \_\_\_\_\_

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:  
(Local Governments and Nonprofit Organizations Only):

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

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020 \_\_\_\_\_  
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.