

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, June 13, 2016**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:
May 23, 2016 Regular Meeting**

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

- 6. COMMITTEE REPORTS:**
 - A. Finance – Audit Report on Current Bills**
 - B. Public Safety – June 7**
 - C. Public Works – June 7**
 - D. Administrative/Intergovernmental – June 13**
 - E. Community Development – June 7**
 - F. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**

- 7. UNFINISHED BUSINESS:**
 - A. Ordinance No. 1566, Amend CMC 9.16.030, Discharge of Fireworks – 2nd Reading for Action**

- 8. NEW BUSINESS:**
 - A. Mark Green, Owner, Lancer Casino, re: Gambling Taxes**
 - B. Approval to Seek Amendment to Fire Dept Grant – Chief Cooper**
 - C. Appoint Gayla Filler to Planning Commission**
 - D. Ordinance No. 1567, Budget Amendment – 1st Reading**

- 9. COUNCIL COMMENTS**
- 10. EXECUTIVE SESSION:
Union Negotiations**

- 11. 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
May 23, 2016

ROLL CALL: Terry Beadles, Skate Pierce, Belinda Campbell, Kelly Blackmon, Monika Beauchamp, John Murray, Brian Kolstad
Absent/Excused:

STAFF:

Chief Cooper, Chief Hastings, PWD Martin, City Attorney Richardson, Clerk Storey

AGENDA CHANGES:

APPROVAL OF: Minutes of the May 9, 2016, Regular Meeting were approved as presented.

COMMUNICATIONS:

- A. From the Public:**
- B. From Mayor:**
- C. From Staff:**

COMMITTEE REPORTS

Finance: Councilmember Beadles reported the bills were reviewed and approved for payment. Total expenditures for May 23, 2016 of \$610,231.59. MOTION BY BEADLES/KOLSTAD to approve the bills. Motion carried.

Public Safety: Councilmember Beadles reported on the May 17 meeting. Chief Cooper presented the proposed fireworks ordinance which is on the agenda for this meeting.

Committee discussed reserve firefighter hours and qualifications. The EMS levy was discussed. Mutual aid response was discussed.

Chief Hastings discussed the implementation of body cams. Unclaimed bicycles will be surplus and donated. Asotin-Garfield Community Network will donate \$500 to the Summer Positive Contact program.

Public Works: Councilmember Pierce reported on the May 17 meeting. Committee discussed the Comprehensive Plan and ways to update it. WSDOT delivered two plans to the City dealing with Bridge Street. The older plan includes sidewalks, curbs and ASA compliance. The newer plan does not include sidewalks.

The Grantham sidewalk project application has been submitted for funding. Cost estimate is \$420,000. Planning done by the city can count as our matching funds.

Transportation Benefit District plan needs to be developed to properly allocate the funds.

Committee discussed business licenses for rental property owners. Committee was hoping to improve the condition of some substandard rental properties through this avenue. PWD Martin says it can be covered with the Property Maintenance Code.

Admin Committee: Councilmember Blackmon said committee met this evening. Committee discussed a possible increase to the gambling tax. Committee discussed fees for copying documents and audio. Committee discussed the need for elected officials and employees to use a city issued email account.

Community Development: Councilmember Campbell reported on the May 17 meeting. Committee discussed broadband research, adding chickens to the small animal ordinance as an allowed use, revising the litter ordinance and the comprehensive plan update.

Outside Organizations: Councilmember Beauchamp reported on the Health District meeting.

Statistics were presented and WIC enrollment was discussed. New performance reviews are being developed.

Councilmember Kolstad reported on PTBA. Saturday service will begin on June 4. It will be a free day to kick off the new Saturday service. Commissioner Shinn said he believes that is correct and coincides with free swim day at the Aquatic Center.

UNFINISHED BUSINESS:

A. Ordinance No. 1565, Vacate a Portion of Maple Street – 2nd Reading for Action

Ordinance No. 1565 was read by title. MOTION BY BLACKMON/BEADLES to approve Ordinance No. 1565. Motion carried.

NEW BUSINESS:

A. Ordinance No. 1566, Amend CMC 9.16.030, Discharge of Fireworks – 1st Reading

Ordinance No. 1566 was read by title.

COUNCIL COMMENTS:

Councilmember Beadles commented that July 5th is added to the approved days for fireworks discharge to match the county which is reducing the allowed times in the county.

Councilmember Beauchamp said she didn't think it was fair that a member of the public has to pay to get a copy of a recorded meeting. Clerk Storey said a person can request to listen to the recording.

Councilmember Pierce commented that he did some research on what other cities charge and most recover more of the cost than Clarkston does.

Mayor Lawrence commented that Robert's Rules of Order guidelines are that minutes should reflect what is done, not what is said.

Councilmember Campbell commented on the mutual aid response at a recent fire. Chief Cooper said the departments are discussing an automatic response agreement.

Councilmember Murray commended the committees on their interest in updating the comprehensive plan. He said it can be a vision for the city's future and not just a land use document.

ADJOURNMENT:

Meeting adjourned at 7:27 p.m.

Vickie Storey, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures, 5/23/16	Ck #61668-61723, AprExcise	\$470,560.14
Total Fund Expenditures,		
Payroll, 5/15/16	Ck #61644-61667	\$139,671.45

ORDINANCE NO. 1566

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING SECTION 9.16.030 OF THE CLARKSTON MUNICIPAL CODE, WHICH ESTABLISHES DAYS AND HOURS PERMITTED FOR THE DISCHARGE OF CONSUMER FIREWORKS.

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

Section 1.0

Clarkston Municipal Code Chapter 9.16.030 is hereby amended as follows:

9.16.030 Discharge of Consumer Fireworks – Days and hours permitted.

Approved consumer fireworks, as defined by RCW 70.77.136, may be discharged within the City of Clarkston only on July 3rd between the hours of nine a.m. and 11:00 p.m., on July 4th between the hours of nine a.m. and twelve o'clock midnight, *on July 5th between the hours of 9:00 a.m. and 11:00 p.m.*, and between the hours of 6:00 p.m. on December 31st and 1:00 a.m. on January 1st. Consumer fireworks may not be discharged within the City of Clarkston at any other time.

Section 2.0

Savings Clause. Ordinance No. 1521, which is amended by this ordinance, shall remain in force and effect until the effective date of this ordinance.

Section 3.0

Effective Date. This ordinance shall take effect on July 1, 2017.

Passed by the City Council of the City of Clarkston, at a regular meeting thereof this _____ day of June, 2016.

Monika Lawrence, Mayor

Approved as to Form:

Attest:

Todd Richardson, City Attorney

Vickie Storey, City Clerk

City of Clarkston
829 5th Street
Clarkston, WA 99403
(509) 758 5541

VOLUNTEER APPLICATION FOR
PLANNING COMMISSION

Name Gayla Filler
Phone 509-780-1040 Email gaylaf@gmail.com
Address 928 Beachview Blvd
City Clarkston State WA Zip 99403

Are you over 18 year of age? Yes No

How long have you been a resident of Clarkston? 46 years

Are you a registered voter? Yes No

Why do you want to serve on the Planning Commission?
I'm interested in growth and development
in our nice community. I feel this
committee plays an important part.

List special skills, interests or knowledge that you would bring to the committee: _____

Small business owner for 35 years.
Asotin County Board of Equalization
(property value appeals) for several years.
Holy Family School board when sons attended.

The Planning Commission meets regularly on the 1st & 3rd Monday at 6:00 p.m. Are you available to attend this committee's regular meetings? Yes No

ORDINANCE NO. 1567

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING ORDINANCE NO. 1550 WHICH ADOPTED THE 2016 BUDGET, AND AUTHORIZING THE NECESSARY ADJUSTMENTS.

WHEREAS, the City Council has determined that the 2016 budget should be amended to take into account variations in actual revenues and expenditures from those projected at the time of adoption of the 2016 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. 1550 passed by the City Council on December 14, 2015, shall be increased and amended as follows:

	EXPENDITURES	OTHER FINANCING USES
CURRENT EXPENSE (001)	29,400	
STREET FRUND (103)	137,700	
AMBULANCE / EMS (120)	5,040	
SEWER O & M (400)		5,000
SEWER CONSTRUCTION (405)	43,000	
STORMWATER FUND (409)	8,000	
TOTALS	223,140	5,000

Section 2. Duties of City Treasurer. The City Treasurer of the City of Clarkston, Washington, is authorized to make the necessary changes to the 2016 budget on or before December 31, 2016, 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 27th day of June, 2016.

Authenticated:

Monika Lawrence, Mayor

Vickie Storey, City Clerk

**BUDGET AMENDMENT No 1 - 2016
ORDINANCE NO. 1567**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
GENERAL FUND				
001 000 001 308 80 00 00	\$ 926,078	\$ 135,442	\$ 1,061,520	Adjust to Actual
001 000 001 367 11 20 00	-	\$ 900	\$ 900	Patrol Car Repair
TTL REVENUES	\$ 926,078	\$ 135,442	\$ 1,061,520	
001 000 040 594 14 64 20	-	\$ 5,500	\$ 5,500	Business License Software
001 000 050 515 30 41 50	\$ 83,300	\$ 17,700	\$ 101,000	Contract Increase
001 000 050 515 91 41 50	\$ 36,000	\$ 4,200	\$ 40,200	Contract Increase
001 000 110 576 80 35 00	\$ 3,000	\$ 2,000	\$ 5,000	ADA Swing
001 999 001 508 80 00 00	\$ 372,640	\$ 106,042	\$ 478,682	Adjust Ending Balance
TTL EXPENDITURES	\$ 494,940	\$ 135,442	\$ 630,382	
CURRENT EXPENSE RESERVE				
004 000 041 308 80 00 00	\$ 555,181	\$ 3,530	\$ 558,711	Adjust for Actual Beg Bal
004 999 041 508 80 00 00	\$ 606,181	\$ -	\$ 609,711	Adjust End Balance
EMPLOYEE BENEFIT RESERVE				
006 000 042 308 80 00 00	\$ 100,306	\$ 510	\$ 100,816	Adjust to actual
006 999 042 508 80 00 00	\$ 110,606	\$ 510	\$ 111,116	Adjust End Balance
COMMUNITY ENHANCEMENT PROJECTS				
007 000 043 308 80 00 00	\$ 38,353	\$ 237	\$ 38,590	Adjust to actual
007 999 043 508 80 00 00	\$ 38,453	\$ 237	\$ 38,690	Adjust Ending Balance
NATIONAL NIGHT OUT FUND				
010 000 066 308 80 00 00	\$ 3,419	\$ 28	\$ 3,447	Adjust to actual
010 999 066 508 80 00 00	\$ 3,019	\$ 28	\$ 3,047	Adjust End Balance
VICTIM RIGHTS FUND				
011 000 051 308 80 00 00	\$ 45,686	\$ (273)	\$ 45,413	Adjust to actual
011 999 051 508 80 00 00	\$ 40,786	\$ (273)	\$ 40,513	Adjust End Balance
VEHICLE REPLACEMENT FUND				
016 000 220 308 80 00 00	\$ 203,020	\$ 5,198	\$ 208,218	Adjust to actual
016 999 220 508 80 00 00	\$ 246,775	\$ 5,198	\$ 251,973	Adjust End Balance

**BUDGET AMENDMENT No 1 - 2016
ORDINANCE NO. 1567**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
D.A.R.E. FUND				
017 000 063 308 80 00 00	\$ 4,726	\$ 30	\$ 4,756	Adjust to actual
017 999 063 508 80 00 00	\$ 1,976	\$ 30	\$ 2,006	Adjust End Balance
CDBG FUND				
037 000 170 308 80 00 00	\$ 7,354	\$ 186	\$ 7,540	Adjust to actual
037 999 170 508 80 00 00	\$ 7,354	\$ 186	\$ 7,540	Adjust End Balance
RESCUE UNIT ONE FUND				
102 000 081 308 80 00 00	\$ 6,519	\$ 40	\$ 6,559	Adjust to actual
102 999 081 508 80 00 00	\$ 5,319	\$ 40	\$ 5,359	Adjust End Balance
STREET FUND				
103 000 130 308 80 00 00	\$ 150,527	\$ 16,330	\$ 166,857	Adjust to actual
103 000 130 334 03 80 00	\$ -	\$ 137,700	\$ 137,700	Streetlight Grant
	\$ 150,527	\$ 154,030	\$ 304,557	
TTL REVENUES				
Streetlight Construction	\$ -	\$ 137,700	\$ 137,700	Streetlight Improvements
Unreserved End Bal	\$ 53,447	\$ 16,330	\$ 69,777	Adjust End Balance
TTL EXPENDITURES	\$ 53,447	\$ 154,030	\$ 207,477	
TBD FUND				
104 000 134 308 10 00 00	\$ 53,000	\$ (1,846)	\$ 51,154	Adjust to Actual
104 000 134 508 10 00 00	\$ 333,500	\$ (1,846)	\$ 331,654	Adjust End Balance
STREET DEPT RESERVE				
105 000 133 308 80 00 00	\$ 46,214	\$ 398	\$ 46,612	Adjust to actual
105 999 133 508 80 00 00	\$ 46,414	\$ 398	\$ 46,812	Adjust End Balance
DRUG ENFORCEMENT FUND				
108 000 064 308 80 00 00	\$ 40,181	\$ 675	\$ 40,856	Adjust to actual
108 999 064 508 80 00 00	\$ 22,331	\$ 675	\$ 23,006	Adjust End Balance
AMBULANCE / EMS				
120 000 084 308 80 00 00	\$ 216,154	\$ 31,888	\$ 248,042	Adjust to actual
120 000 084 522 70 47 10	\$ 560	\$ 5,040	\$ 5,600	Correct Bdgt Error
120 999 084 508 80 00 00	\$ 185,334	\$ 26,848	\$ 212,182	Adjust End Balance

**BUDGET AMENDMENT No 1 - 2016
ORDINANCE NO. 1567**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
EMS RESERVE				
121 000 082 308 80 00 00	\$ 102,147	\$ 394	\$ 102,541	Adjust to actual
121 999 082 508 80 00 00	\$ 39,547	\$ 394	\$ 39,941	Adjust End Balance
LODGING TAX FUND				
130 000 211 308 80 00 00	\$ 553,694	\$ 4,900	\$ 558,594	Adjust to actual
130 999 211 508 80 00 00	\$ 547,444	\$ 4,900	\$ 552,344	Adjust End Balance
MUNICIPAL CAPITAL IMPROVEMENT				
306 000 240 308 80 00 00	\$ 206,925	\$ (2,511)	\$ 204,414	Adjust to actual
306 999 240 508 80 00 00	\$ 270,214	\$ (2,511)	\$ 267,703	Adjust End Balance
SEWER O & M FUND				
400 000 140 308 80 00 00	\$ 722,458	\$ 45,920	\$ 768,378	Adjust to Actual
400 000 140 597 35 00 40	\$ 340,000	\$ 5,000	\$ 345,000	
400 999 140 508 80 00 00	\$ 750,858	\$ 40,920	\$ 791,778	Adjust end balance
EQUIPMENT RESERVE FUND				
401 000 141 308 80 00 00	\$ 96,074	\$ 412	\$ 96,486	Adjust to actual
401 999 141 508 80 00 00	\$ 116,524	\$ 412	\$ 116,936	Adjust end balance
SEWER LINE RESERVE				
402 000 142 308 80 00 00	\$ 499,131	\$ 2,829	\$ 501,960	Adjust to actual
402 999 142 508 80 00 00	\$ 521,631	\$ 2,829	\$ 524,460	Adjust End Balance
SEWER CAPITAL REPLACEMENT				
403 000 143 308 80 00 00	\$ 81,384	\$ 361	\$ 81,745	Adjust to actual
403 999 143 508 80 00 00	\$ 101,684	\$ 361	\$ 102,045	Adjust End Balance
SEWER RESERVE FUND				
404 000 144 308 80 00 00	\$ 119,265	\$ 1,917	\$ 121,182	Adjust to actual
404 999 144 508 80 00 00	\$ 119,865	\$ 1,917	\$ 121,782	Adjust End Balanced
SEWER CONSTRUCTION				
405 000 145 308 10 00 00	\$ 400,177	\$ (8,158)	\$ 392,019	Adjust to Actual
405 000 145 594 35 63 00	\$ 350,000	\$ (7,000)	\$ 343,000	Adjust for avail funds
405 000 145 594 35 63 10	\$ -	\$ 50,000	\$ 50,000	Design, Lift Station

**BUDGET AMENDMENT No 1 - 2016
ORDINANCE NO. 1567**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
Reserved End Balance	\$ 51,177	\$ (51,158)	\$ 19	Adjust End Balance
SEWER REVENUE BOND				
405 000 145 508 10 00 00				
Reserved Beg Bal	\$ 348,000	\$ (3,000)	\$ 345,000	Adjust to actual
Unreserved Beg Balance	\$ 9,610	\$ (8,257)	\$ 1,353	Adjust to actual
Transfer from 400	\$ 340,000	\$ 5,000	\$ 345,000	
Unreserved End Balance	\$ 10,545	\$ (6,257)	\$ 4,288	Adjust End Balance
PWTF LOAN				
407 000 147 308 80 00 00				
Unreserved Beg Bal	\$ 27,875	\$ 169	\$ 28,044	Adjust to Actual
Unreserved End Balance	\$ 10,375	\$ 169	\$ 10,544	Adjust End Balance
SRF LOAN				
408 000 148 308 80 00 00				
Unreserved Beg Bal	\$ 2,708	\$ 669	\$ 3,377	Adjust to Actual
Unreserved End Balance	\$ 3,003	\$ 669	\$ 3,672	Adjust End balance
STORMWATER FUND				
409 000 049 308 80 00 00				
Unreserved Beg Balance	\$ 40,083	\$ (10,706)	\$ 29,377	Adjust to Actual
Rent	\$ -	\$ 2,000	\$ 2,000	Correct Bdgt Error
Landfill	\$ -	\$ 6,000	\$ 6,000	Street Sweepings
Unreserved End Balance	\$ 35,988	\$ (18,706)	\$ 17,282	Adjust end Balance
SANITATION O & M FUND				
410 000 150 308 80 00 00				
Unreserved Beg Bal	\$ 48,105	\$ 11,738	\$ 59,843	Adjust to actual
Unreserved End Balance	\$ 23,195	\$ 11,738	\$ 34,933	Adjust End Balance
SANITATION EQUIPMENT RESERVE				
411 000 151 308 80 00 00				
Unreserved Beg Bal	\$ 1,360	\$ 6	\$ 1,366	Adjust to actual
Unreserved End Bal	\$ 21,410	\$ 6	\$ 21,416	Adjust End Balance
TOTAL REVENUES	\$	\$ 138,600		
TOTAL EXPENDITURES	\$	\$ 223,140		
Other Rev	\$	\$ 5,000		
Other Exp	\$	\$ 5,000		

CITY OF CLARKSTON

InterOffice Memorandum

DEPARTMENT: FIRE

DATE: June 8, 2016

TO: Mayor Lawrence and City Councilors

FROM: Steve Cooper, Fire Chief 

SUBJECT: Approval to Seek Grant Amendment

Permission to seek a grant amendment that would allow the Fire Department to expend the balance of the brush truck grant, approximately \$1,300, on a fire prevention project is sought from the Council.

If approved we would submit a grant amendment request seeking approval to utilize the funds remaining in the grant after purchase of the type 6 brush truck approved in AFG EMW-2014-FV-01815 for a fire prevention activity.

We propose utilizing the remaining grant funds with a 95% federal and 5% local match of the grant to purchase smoke detectors to give away to low income and senior citizen residents of the City of Clarkston who do not have smoke detectors in every bedroom, outside each sleeping area and on every level of the home or who do not have working smoke detectors.

Firefighters will screen the requests received and will schedule times to install the smoke detectors. We would provide this opportunity until we run out of smoke detectors.