

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, JULY 30, 2018**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:
July 9, 2018 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/Admin – Audit Report on Current Bills – July 30**
 - B. Public Safety – No Meeting**
 - C. Public Works – July 17**
 - D. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**

- 7. UNFINISHED BUSINESS:**
 - A. Ordinance 1603 – Amending 14.06 Sewer Collection and Disposal Charges (Finance/Admin)**

- 8. NEW BUSINESS:**
 - A. Resolution 2018-07, Excess Property Tax Levy for EMS (Public Safety)**
 - B. Ordinance 1604 – Amending 15.04 Building Permit Fees (Finance/Admin) 1st Reading**
 - B. Announcement of 2018 Street Maintenance Project Bid Award (Public Works)**

- 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.

CLARKSTON CITY COUNCIL MINUTES
June 11, 2018

ROLL CALL: Russ Evans, Pat Holman Joel Profitt, Skate Pierce, Belinda Larsen, John Murray. Mayor Lawrence absent, Mayor Pro Tem Pierce presiding.

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

AGENDA CHANGES: None

APPROVAL OF MINUTES: Minutes of the June 25, 2018 Regular Meeting were approved as distributed.

COMMUNICATIONS:

A. From the Public: None

B. From Mayor: Mayor Pro Tem Pierce advised that applications for vacant Council position were on the website, at City Hall, and in the lobby. Applications will be accepted until 5:00pm on July 27, 2018.

C. From Staff or Employees: Chief Cooper thanked the citizens of Clarkston for 4th of July fireworks usage. Clarkston Fire Department responded to only one report of a fire. Chief Cooper advised that it would be good to ban all aerial fireworks. He commented that we had a wet spring and cool weather which has helped to keep fire danger lower. He advised that there were a lot of fireworks this year that left a ton of debris in the streets causing the City to invest time and funds in cleanup.

COMMITTEE REPORTS:

Finance/Admin: Councilmember Murray reported that the Committee reviewed Ord 1604 and approved the bills for payment. Total expenditures for the July 9, 2018 period of \$657,271.79. MOTION BY MURRAY/EVANS to approve the bills as read. Motion Carried

Public Safety: Councilmember Larsen reported that the following notes are her own observation and not necessarily those of the gentlemen that accompanied the group on the Asotin County Jail tour. There were also two other gentlemen with us on the tour but I don't have their names. We took this tour as an opportunity to become more informed as to why we have a group of people meeting every month to discuss a new jail. Our group took a tour of the Asotin County Jail. What an eye opening experience! It is nothing less than shocking, embarrassing, saddening, humbling, and a very "scared straight" tour without meaning to be. There is crumbling, stick it and fix it with a wad of gum and some shoestring, make do's with what we have, and so much overcrowding! In my opinion, this is not a jail that can be fixed. Also in my own personal opinion, we need to do everything we can to continue to move forward in finding a solution to this dilapidated structure. Building a jail that is big enough to house not only our inmates but those from surrounding areas so that we can receive an "income" is truly the smart way to go.

Public Works: Councilmember Pierce reported that the Committee discussed that the City is looking at vacation of property owned by the City that is currently an alley that is unused by the City. The City has no plans for future use. Proceeds from the sale of the property are required to be used for open spaces (parks) or public transportation projects. The 2018 street project is currently out for bid. The bid opening will be July 19th at 11am. The bid will be awarded at the July 23rd council meeting, and the project will begin soon after.

Asotin County will do a traffic count survey on 5th, 6th and 7th Streets, between Bridge and Fair Street. This will include a speed study on 7th Street, so we have a baseline for current traffic before any construction begins on the future Fair Street. entrance.

Outside Organizations: Councilmember Pierce will be attending the upcoming PTBA meetings in the absence of Brian Kolstad.

UNFINISHED BUSINESS: None

NEW BUSINESS:

A. Ordinance 1604 – Amending 14.06 Sewer Collection and Disposal Charges (Finance/Admin)
1st Reading, vote will be at next meeting.

COUNCIL COMMENTS: Councilmember Murray received a complaint regarding the temporary signs that Big Lots had placed at the entrance to Clarkston in the park on City leased property. Murray asked Chief Hastings if the Police could remove the signs. Chief Hastings advised that if the Police were informed, they would remove the signs.

PRESS QUESTIONS: None

ADJOURNMENT:

Meeting adjourned at 7:15p.m.

Steve Austin, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures, 07/9/18	Ck # 66587-66654	\$139,528.53
Payroll 07/05/18	Ck # 66557-66586	\$258,871.63

DRAFT

ORDINANCE NO. 1604 1603

AN ORDINANCE AMENDING CHAPTER 14.06, SECTIONS 090 AND 100 OF THE CLARKSTON MUNICIPAL CODE, WHICH ESTABLISHES SEWER COLLECTION AND DISPOSAL CHARGES

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

SECTION 1.0

Clarkston Municipal Code Chapter 14.06 is hereby amended as follows:

14.06.090 Calculation of charges.

Sanitary sewer charges shall be based on average actual water consumption for the *annual study period* months of January and February. Charges shall be recalculated annually no later than May 1st.

14.06.100 Insufficient water consumption experience.

In the case of new *residential* construction or when a *residential* service has not consumed water throughout the entire study period, the account may be billed at a rate equivalent to the monthly average for its classification or consumption history for the previous study period. *In the case of new commercial construction or when a commercial service has not consumed water throughout the entire study period, the account will be billed at the lowest commercial rate (Base charge plus charge for 100 Cubic Feet of water consumed) until there are two consecutive months to calculate the average usage. The commercial service will then be charged at the calculated rate until the recalculation of the annual study period.*

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 _____, 2018.

Monika Lawrence, Mayor

Attest:

Steve Austin, City Clerk

Approved as to Form:

Todd Richardson, City Attorney

Date of Publication: _____

CITY OF CLARKSTON

InterOffice Memorandum

DEPARTMENT: FIRE

DATE: July 26, 2018

TO: Mayor Lawrence and City Councilors

FROM: Steve Cooper, Fire Chief 

SUBJECT: 2019 EMS Levy

I recommend the 2019 EMS Levy be set to raise \$635,766 to support the operation of the ambulance service.

The 2018 EMS levy was set at 1.427584515739 on an assessed value of \$437,802,451 which raised \$625,000. I am attaching a memo that provides you with a history of the Clarkston EMS levy.

We do not know the assessed valuation that the EMS levy will be based upon for 2019 until late in the year.

The assessed valuation for the EMS levy dropped from 2017 to 2018 causing an increase in the levy rate. This drop can be attributed to increased participation in a senior property tax exemption program that now sees 318 Clarkston residences participating in the program.

CITY OF CLARKSTON

InterOffice Memorandum

DEPARTMENT: FIRE

DATE: July 24, 2018

TO: Mayor Lawrence and City Councilors

FROM: Steve Cooper, Fire Chief 

SUBJECT: Ambulance budget proposal and revenue

Revenue projection for funding the proposed ambulance budget for 2019 combines three funds – special ems levy, ambulance service user fees and GEMT (Ground Emergency Medical Transportation) funds.

Ambulance user fees and the EMS levy combine to fund the Maintenance and Operations budget, and I propose committing the funds expected from the GEMT program for a capital expenditure purchase to replace cardiac monitor/defibrillators.

Ambulance user fees are projected at \$495,000 for 2019.

I request a resolution setting the special EMS Levy at \$635,766.

GEMT revenue is expected to total \$178,000 (projection for State FY 17/18 and FY 2019). Remember that Public Consulting Group will cost us 15% of the total received for their services. Also, Systems Design, our ambulance billing company, will get 5.5% of the collected revenue and Washington Department of Health will have a very small administrative fee. I expect the revenue retained by the City to be \$140,510.

CITY OF CLARKSTON

InterOffice Memorandum

DEPARTMENT: FIRE

DATE: July 24, 2018

TO: Mayor Lawrence and City Councilors

FROM: Steve Cooper, Fire Chief *Steve*

SUBJECT: EMS Levy

The following table gives you a history of the Clarkston EMS levy. Clarkston ambulance service started in 2010. The levy is a very important portion of the funding used to support ambulance services for the City of Clarkston.

YEAR	ASSESSED VALUE	LEVY RATE	COLLECTION AMOUNT
2006	263,030,731	1.14481	\$301,121.00
2007	281,584,881	1.27278	\$358,397.00
2008	308,884,975	1.24648	\$385,019.00
2009	325,891,294	1.23038	\$400,971.00
2010	362,146,907	1.142724	\$413,834.00
2011	381,048,967	1.21725563	\$463,834.00
2012	389,284,675	1.29366254	\$503,603.00
2013	395,062,500	1.29549122	\$511,800.00
2014	400,554,662	1.31498157	\$526,722.00
2015	413,253,227	1.32162791	\$546,167.00
2016	436,312,074	1.30732114	\$570,400.00
2017	439,618,880	1.35571975	\$596,000.00
2018	437,802,451	1.427584515739	\$625,000.00

We do not know the assessed valuation that the EMS levy will be based upon for 2019 until very late in the year. The assessed valuation in Clarkston directly impacts the levy rate.

CITY OF CLARKSTON**InterOffice Memorandum****DEPARTMENT: FIRE****DATE:** July 24, 2018**TO:** Mayor Lawrence and City Councilors**FROM:** Steve Cooper, Fire Chief *Steve***SUBJECT:** Ambulance Revenue and Call Volume Information

The following information provides the monthly and annual ambulance revenue receipt information for the first half of 2018 and all of 2017. There is also comparison of the eight years of ambulance service revenue and ambulance call volumes for the eight years of ambulance service.

The ambulance user fee forecast in the 2018 budget is \$478,000 – revenue received through June is \$251,938; 52.61% of what we budgeted for. The ambulance user fee revenue forecast in the 2017 budget was \$472,000; annual receipts reached \$494,410 – 104.75% of the budgeted receipts.

Ambulance user fee monthly deposits of revenue receipt history for the first six months of 2018 and 2017 follow:

	<u>2018 revenue</u>	<u>2017 revenue</u>
January	\$46,762.71	\$34,593.70
February	\$42,531.98	\$31,424.18
March	\$44,539.38	\$52,620.71
April	\$51,051.93	\$47,644.37
May	\$30,640.46	\$31,738.95
June	\$35,938.95	\$60,880.96
July		\$40,763.79
August		\$45,444.83
September		\$34,543.88
October		\$36,341.22
November		\$36,843.38
December		\$41,570.49
	<u>\$251,465.41</u>	<u>\$494,410.46</u>

The previous year's revenue receipts are provided for your comparison.

2017 - \$494,410.46
 2016 - \$428,786.04
 2015 - \$473,931.36
 2014 - \$464,791.85
 2013 - \$438,496
 2012 - \$377,439
 2011 - \$347,819
 2010 - \$236,927

The number of patient transports has a direct impact upon revenues. The more transports that we are called to complete, the higher our user fee billing, which is expected to result in user fee revenue. Out-of-area transport revenue is an important segment of user fee collections – in 2017 we completed 16 more than the year before (2016) which directly impacted user fee collection that year. Out-of-area transports in 2018 have fallen off significantly – the Department completed 26 in the first 6 months of this year compared with 47 in the first 6 months of 2017 – this concerns me but we are still meeting the revenue receipt collection projected.

Tables displaying information on ambulance calls are attached for 2017, 2016 and 2015. I want to draw your attention to public assistance calls - responses where we did not transport a patient - most often helping them in their home - in 2017 we responded to 532 public assistance calls, in 2016 we responded to 568 public assistance calls and in 2015 we responded to 586 public assistance calls. This has been a steady decline over the past three years.

Our contracted ambulance service billing company is Systems Design. The cost for this service is 5.5% of the collected user fee charges. Administrative Assistant Jessica Broemmeling identifies the service level of every transport, establishes mileage charge and other fees, scans supporting documents then forwards this information in batches to System Design who codes each call with ICD-10 codes, bills the appropriate payer, tracks the receipts, follows up, responds to patient questions, works to set-up payment plans as needed and forwards payment to the appropriate City account. Broemmeling also maintains records of ambulance services provided in annual spreadsheets.

Ambulance call volume information for 2017:

- Local ambulance calls reached 1,877
- Out-of-area ambulance calls reached 92
- Total ambulance calls for 2017 totaled 1,969

Our total ambulance call volume for 2017 was 56 more calls than 2016

The number of public assist calls dipped to 28% of local calls from 31% in 2016 and 32% in 2015

Ambulance call volume information for 2016:

- Local ambulance calls reached 1,837
- Out-of-area ambulance calls reached 76
- Total ambulance calls for 2016 totaled 1,913

Our total ambulance call volume for 2016 was 9 fewer calls than 2015

Annual ambulance call volume comparison:

2017	1,969
2016	1,913
2015	1,922
2014	1,874
2013	1,681
2012	1,485
2011	1,378
2010	1,177

Copy: S. Austin
Fire Department Staff

2019 Ambulance Budget Proposed

	2018 Approved	2019 Proposed
517-22-26-11 Other Medical Costs, LEOFF 1	2,500	2,500
517-22-26-90 Health Insurance, Retired	30,825	30,565
cost for retired LEOFF 1 EMS/Firefighters shared between fire control and ambulance budgets, anticipate a 4.75% increase in rates		
120-000-084-517-22-2 Total	\$33,325	\$33,065
518-30-46-00 Insurance, Property	4,200	4,370
4% increase in rates planned for		
120-000-084-518-30-4 Total	\$4,200	\$4,370
518-90-46-00 Insurance, Liability	18,400	19,135
4% increase in rates planned for 2019	\$18,400	\$19,135
522-70-10-00 Fire Chief	25,690	26,338
30% of total		
522-70-10-10 Overtime	60,000	60,000
cost for emergency standby for calls, mandatory attendance at training, EMS run reviews, replacement for leave, etc.		
522-70-11-00 EMT/Captains	79,228	80,791
one Captain/Paramedic		
522-70-12-00 EMTs/Paramedics	347,058	344,534
five Paramedic/Firefighters		
522-70-13-00 Administrative Assistant	8,676	8,841
25% of total on EMS		
522-70-15-00 Volunteers	18,500	17,500
cost for Volunteer efforts to provide EMS response, emergency standby, training – challenges retaining Volunteers results in budget reduction		
522-70-16-00 Reserves	75,000	47,655
Replaces fulltime P/FF on leave, recall for standby, complete OOAT, training		
522-70-17-00 Out of Area Transports	50,000	42,000
Blend full-time staff, Volunteers and Reserves to cover these transports		
120-000-084-522-70-1 Total	\$664,152	\$627,659

522-70-21-00	FICA/Med Aid	50,800	49,750
522-70-22-00	Retirement	38,500	39,000
	includes announced increase in rates		
522-70-22-20	Retirement/Volunteers	1,000	850
522-70-24-00	Industrial Insurance	40,120	38,500
	reduced rates		
522-70-26-10	Health Insurance	121,620	129,240
	changed to Health 250 – anticipate 5%		
522-70-26-20	Dental Insurance	5,935	6,140
	anticipates no increase in rates		
522-70-26-30	Vision Insurance	2,000	2,000
522-70-26-40	Life Insurance	2,100	2,390
522-70-26-50	Disability Insurance	1,730	1,730
522-70-27-00	Uniform/Clothing Allowance	6,000	6,000
	120-000-084-522-70-3 Total	\$269,805	275,600
522-70-31-10	Office Supplies	1,250	1,250
522-70-31-50	Maintenance Supplies	250	250
522-70-31-60	Operating Supplies	400	400
522-70-31-61	EMS Supplies	17,695	16,500
522-70-31-62	Public Education & Pub Relations	400	400
522-70-31-63	Training Supplies	3,000	2,800
522-70-32-00	Fuel	13,000	13,000
	increasing cost at pump and but fewer OAOT #s		
522-70-35-00	Small Tools, Minor Equipment	1,300	900
	120-000-084-522-70-3 Total	\$37,295	\$35,500
522-70-41-20	Management Consultant	3,750	6,000
522-70-41-90	Billing Services/Contract	26,290	
	based upon \$495,000 in user fee revenue		27,225
522-70-41-91	Management Consulting – Workers comp retro	1,300	1,500
522-70-42-10	Telephones, Fax, Internet	2,250	2,250
522-70-42-20	Postage	200	200
522-70-43-00	Travel, Lodging, Meals	2,100	2,100
	attendance conferences & Seattle Cardiac classes		
522-70-47-10	Electricity/Gas	5,600	5,800
522-70-47-20	Water	380	380

522-70-48-10	Building Maintenance roof leak has been a problem	1,750	1,750
522-70-48-30	Vehicle Repairs & Maintenance maintains four ambulance fleet	14,000	14,000
522-70-48-30	Equipment Repairs & Maintenance	1,750	2,500
522-70-49-10	Dues, Subscriptions, Memberships	1,000	1,000
522-70-49-31	Civil Service	1,000	1,000
522-70-49-22	Practice Fund, Volunteers	1,200	1,200
522-70-49-40	Registration, Tuition	3,250	3,250
522-70-49-60	Cleaning, Laundry	1,200	1,000
	120-000-84-522-70-4 Total	\$68,920	\$71,155
522-70-51-30	State Audit	2,500	2,500
		\$2,500	\$2,500
528-60-51-00	Dispatch, Asotin County	6,500	8,857
	120-000-084-528-60-5 Total	6,500	\$8,857
592-22-83-10	Local Loan Interest	0000	
	120-000-084-592-22-8 Total	\$000	
594-22-64-10	Vehicles Chassis remount of patient box – payment from set aside funds (capital item depreciation) in the ambulance budget	120,000	
		\$120,000	
594-22-64-20	Office & Computer Eqp. replace administrative assistant computer and printer	300	\$1,200
		\$300	\$1,200
594-22-64-90	Other Equipment & Machinery King Vision – for intubations	1,700	
		\$1,700	
597-11-00-10	Transfer to CE/Election Exp	1,500	1,500
	120-000-084-597-11-0 Total	\$1,500	1,500
597-14-00-30	Transfer to CE/Admin Exp Payroll Clerk, Billing Payables & City Clerk - 4%	7,910	8,225
	120-000-084-597-14-0 Total	7,910	\$8,225

597-22-00-10	Transfer TO 421/Vehicle Reserve fund has built for chassis remounts or capital equipment replacement	42,000	\$42,000
120-000-84-597-22-0	Total	42,000	\$42,000
Total budgeted without ambulance remount		\$1,148,407	\$1,130,766
Total budgeted with ambulance remount		\$1,268,407	
508-80-00-00	Unreserved Ending Balance	\$156,858	
120-999-084-508-80-0	Total	\$156,858	
GEMT consultant estimated cost based upon revenue from this program totaling \$178,000 for FY2019 (15%)			\$26,700
Washington DOH estimated cost to administer GEMT program			\$1,000
Systems Design for billing/collecting GEMT			\$9,790
594-22-64-90	Other Equipment & Machinery replace four cardiac monitors that the manufacturer will stop supporting in 2010 utilizing funding from the GEMT program expenditure requires GEMT revenue to meet or exceed projection		139,955
			\$177,445

	2018	proposed revenue	2019
user fee collections	478,000		\$495,000
levy	625,000		\$635,766
current expense fund	000		000
GEMT			\$178,000

RESOLUTION NO. 2018-07

A RESOLUTION PLACING AN EXCESS PROPERTY TAX LEVY FOR AN AMBULANCE SERVICE OPERATED BY THE CITY OF CLARKSTON, ON THE BALLOT AT A SPECIAL ELECTION TO BE HELD ON NOVEMBER 6, 2018 IN CONJUNCTION WITH THE STATE GENERAL ELECTION TO BE HELD ON THE SAME DATE.

WHEREAS, the City of Clarkston has established and operates an ambulance service providing emergency medical services and ambulance transport to the residents of the City of Clarkston; and

WHEREAS, the City portion of the cost of said Ambulance services for 2019 is anticipated to be \$635,766.00; and

WHEREAS, if the Ambulance is discontinued, the City will be unable to meet its obligations to IAFF #2299, a labor contract; and

WHEREAS, RCW 84.52.052 AUTHORIZES AN EXCESS PROPERTY TAX LEVY TO SUPPORT OBLIGATIONS OF CONTRACT AND FOR OTHER PURPOSES UPON VOTER APPROVAL; and

WHEREAS, the lack of emergency medical services care to the residents of the City of Clarkston constitutes an emergency dealing with health and welfare of the citizens of the City;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLARKSTON IN REGULAR MEETING ASSEMBLED AS FOLLOWS:

SECTION 1.0

That a special election is to be held in the City of Clarkston, State of Washington, on November 6, 2018, in conjunction with the state general election to be held on the same date. This election is for the purpose of submitting an excess levy proposition as authorized by RCW 84.52.052 in the amount of \$635,766.00 to the electors of said City for their approval or rejection, the proceeds thereof be placed in the Ambulance/EMS Fund of the City to be used for the maintenance and operation of the Ambulance Service.

SECTION 2.0

Proposition: Shall the City of Clarkston, Washington, authorize the County Commissioners of Asotin County to levy in the year 2019 as part of the ad valorem real property taxes to be collected for the City in 2019 the sum of \$635,766.00, which will require a rate of approximately \$1.45 per thousand dollars of assessed valuation of the aforesaid City based upon

the assessment ratio of 100 percent of true and fair value. Said tax levy is to be in addition to the maximum levy provided by law for such City. The proceeds thereof are to be placed in the Ambulance / EMS Fund to be used for the maintenance and operation of the Ambulance / Emergency Medical Services Unit, which shall be submitted to the electors of said City for their approval or rejection in the form of the following ballot title:

**CITY OF CLARKSTON, WASHINGTON
EMERGENCY MEDICAL SERVICES EXCESS
TAX LEVY**

The City Council of the City of Clarkston, Washington, adopted Resolution No. 2018-07 concerning a proposition to finance emergency medical services. This proposition, if approved, would permit maintenance and operation of Ambulance / Emergency Medical Services through the levy of a special excess tax for collection in 2019 of \$635,766.00 requiring approximately \$1.45 per thousand dollars of assessed value (based on 100% of true and fair value). Should this proposition be approved?

LEVY YES

LEVY NO

SECTION 3.0

The Clerk of the aforesaid City is hereby directed to immediately transmit to the Asotin County Auditor a copy of this Resolution duly signed and attested and upon receipt of which the Asotin County Auditor is hereby requested to concur in the finding of an emergency and to take all procedural steps necessary and as are required by law to the end that this proposition shall be submitted to the voters of said City.

DATED this 30th day of July, 2018.

Monika Lawrence, Mayor

Authenticated by:

Steve Austin, City Clerk

ORDINANCE NO. 1604

AN ORDINANCE AMENDING CLARKSTON MUNICIPAL CODE CHAPTER 15.40 WHICH ESTABLISHES A BUILDINGS AND CONSTRUCTION PERMIT FEE MATRIX AND REPEALING ORDINANCE NO. ~~4544~~ 1580 OF THE CITY OF CLARKSTON AND ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

The City Council of the City of Clarkston does ordain as follows:

SECTION 1.0

Clarkston Municipal Code Chapter 15.40 is hereby amended as follows:

15.40 Buildings and Construction Permit Fee Matrix. The Buildings and Construction Permit Fee Matrix, attached as Exhibit A, is hereby adopted. The permit fee matrix shall establish the current permit fee rates for the permit fee types identified in the matrix.

SECTION 2.0

Ordinance No. ~~4544~~ 1580 of the City of Clarkston entitled "An Ordinance amending Clarkston Municipal Chapter 15.40 Which Establishes a Buildings and Construction Permit Fee Matrix" and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

This ordinance shall be in full force and effect upon the signing hereof by the Mayor, authentication by the City Clerk and publication as required by law.

DATED this _____ day of _____, 2018.

Monika Lawrence, Mayor

Attest by:

Approved as to Form:

Steve Austin, City Clerk

Todd Richardson, City Attorney

Publish Date: _____

Exhibit "A"
Ordinance No. 1580 1604

TYPE OF PERMIT	Valuation Rate or Fee in Dollars
DWELLINGS: 1 & 2 FAMILY or TOWNHOUSES (IRC) (Per Sq. Ft.)	
Main Floor (Wood Frame)	94.00 Sq. Ft.
Upper Floor	68.00 Sq. Ft.
BASEMENT (Per Sq.Ft.)	
Finished	39.00 Sq. Ft.
Finish Existing Basement	28.00 Sq. Ft.
REMODEL (Assorted Work \$1,000.00)	Bid Value Based (use fee chart)
ADDITIONS	72.00 Sq. Ft.
GARAGES (Per Sq.Ft.)	
Attached (Wood Frame)	42.00 Sq. Ft.
Unattached (Wood Frame)	42.00 Sq. Ft.
Convert to habitable space	50.00 Sq. Ft.
Carport (Open, Stick Framed)	21.00 Sq. Ft.
APARTMENT HOUSES (IBC) (Per Sq. Ft.)	(Three or more units)
Wood Frame	99.00 Sq. Ft.
Upper Floor	83.00 Sq. Ft.
Basement	40.00 Sq. Ft.
COMMERCIAL BUILDINGS: (IBC)	(Main Level)
Includes: Retail	116.00 Sq. Ft.
Office	116.00 Sq. Ft.
Restaurant	116.00 Sq. Ft.
Medical	116.00 Sq. Ft.
Hotel / Motel	116.00 Sq. Ft.
Upper Floor	88.00 Sq. Ft.
Basement	46.00 Sq. Ft.
Commercial Warehouse	66.00 Sq. Ft.
STORAGE AND POLE BUILDINGS (Per Sq. Ft.)	
With Slab	18.00 Sq. Ft.
Without Slab	14.00 Sq. Ft.
Open on All Sides	12.00 Sq. Ft.
DECKS (Per Sq. Ft.)	
Covered	20.00 Sq. Ft.
Uncovered	13.00 Sq. ft.
REROOFING (Square = 100 Sq. Ft.) All Methods (excluding liquid application)	150.00 per Square (Use fee chart)

SIDING (Square = 100 Sq. Ft.)	250.00 per Square
MOBILE MANUFACTURED HOME PLACEMENT	
Private Lot	250.00 (each)
Park or Court	150.00 (each)
Temporary Mobile Home	120.00 (per year with annual review)
SEWER PERMIT	150.00 (each)
SEWER HOOKUP FEE (Per Dwelling Unit)	1,000.00 (each)
SPECIAL INSPECTION	50.00 Per Hour (1 hour minimum)
MISC. NON-STRUCTURE (Assorted Work \$1,000.00)	Value Based (use fee table)
DEMOLITION	50.00 (each)
WOOD STOVE	100.00 (each)
FENCES / RETAINING WALLS	50.00 (each)
STREET OR ALLEY CUT	\$50.00 Base + \$0.50 per ft.
SIDEWALK	\$50.00 Base + \$0.50 per ft.
PLUMBING PERMITS - COMMERCIAL	\$60.00 Base Plus 2 1/2% of valuation up to \$20,000, 1% over \$20,000
PLUMBING PERMITS – RESIDENTIAL	\$50.00 Base plus \$10.00 per fixture
MECHANICAL PERMITS - COMMERCIAL	\$60.00 Base Plus 2 1/2% of valuation up to \$20,000, 1% over \$20,000
MECHANICAL PERMITS - RESIDENTIAL	\$50.00 Base
Water Heater	Plus \$13.20 (each)
Furnace Under 100,000 BTU	Plus \$18.70 (each)
Furnace Over 100,000 BTU	Plus \$23.10 (each)
Gas Piping	Plus \$7.15 (each)
SIGN PERMIT (Assorted work \$1,000.00)	Bid Value Based (use fee chart)
MISC. ASSORTED WORK (\$1,000.00)	Bid Value Based (use fee chart)
PLAN CHECK FEE	65% of permit fee
State Building Code Surcharge <i>per IRC</i>	\$4.50- 6.50
State Building Code Surcharge <i>per IRC</i> (multi-unit dwellings)	\$2.00 per unit per each over one unit
State Building Code Surcharge <i>per IBC or IEBC</i>	\$25.00

The fee schedule to be applied shall be as set forth in Table 1-A in the uniform Building code, ~~1997 Edition~~, the 2015 Editions of the International Residential Code, International Building Code and the International Existing Building Codes.

BID TABULATION

(SALES TAX TO BE INCLUDED IN THE BID ITEM PRICES)



2018 STREET MAINTENANCE PROJECT							Engineers Estimate		HERCO, Inc		Poe Asphalt Paving, Inc.	
ITEM NO.	WSDOT Std. Item No.	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT		
SEAL COAT ITEMS												
1	5296	CRS-2P	140	TON	\$ 650.00	\$ 91,000.00	\$ 825.00	\$ 115,500.00	\$ 735.00	\$ 102,900.00		
2	5436	FURNISHING & PLACING CRUSHED SCREENING 1/2 TO NO. 4	1100	TON	\$ 78.00	\$ 85,800.00	\$ 37.50	\$ 41,250.00	\$ 60.00	\$ 66,000.00		
3	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$ 19,200.00	\$ 19,200.00	\$ 31,365.00	\$ 31,365.00	\$ 35,950.00	\$ 35,950.00		
TOTAL SEAL COAT (Including Tax):							\$ 196,000.00	\$ 188,115.00	\$ 204,850.00			
ADDITIVE ALTERNATE #1 - QUALITY PATCHING												
1A	0332	PAVEMENT REPAIR EXCAVATION INCL. HAUL	274	S.Y.	50	\$ 13,700.00	\$ 30.00	\$ 8,220.00	\$ 21.00	\$ 5,754.00		
Unit Price In Words:												
1B	5739	HMA FOR PAVEMENT REPAIR, CL 1/2", 0.2' DEPTH	46	TON	500	\$ 23,000.00	\$ 230.00	\$ 10,580.00	\$ 250.00	\$ 11,500.00		
Unit Price In Words:												
1C	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	3700	\$ 3,700.00	\$ 3,350.00	\$ 3,350.00	\$ 8,150.00	\$ 8,150.00		
Unit Price In Words:												
TOTAL ADDITIVE ALTERNATE # 1 (Including Tax):							\$ 26,700.00	\$ 22,150.00	\$ 25,404.00			
Base Plus Add Alt #1 Subtotal								\$ 210,265.00	\$ 230,254.00			
ADDITIVE ALTERNATE #2 - SCRUB COAT												
2A	5739	HMA FOR PAVEMENT REPAIR, CL 1/2", 0.2' DEPTH	240	TON	450	\$ 108,000.00	\$ 175.00	\$ 42,000.00	\$ 110.00	\$ 26,400.00		
Unit Price In Words:												
TOTAL ADDITIVE ALTERNATE # 2 (Including Tax):							\$ 108,000.00	\$ 42,000.00	\$ 26,400.00			
TOTAL BID PLUS ALTERNATES							\$ 330,700.00	\$ 252,265.00	\$ 256,654.00			



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