

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
TUESDAY, December 27, 2016**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:
December 12, 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 – December 20**
 - C. Public Works – December 20**
 - D. Administrative/Intergovernmental – December 27**
 - E. Community Development – December 15**
 - F. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 8. UNFINISHED BUSINESS:**
 - A. Ordinance No. 1578, Adopting the 2017 Budget, 2nd Reading for Action**
 - B. Ordinance No. 1574, Amending CMC 5.44, Gambling Tax, 2nd Reading for Action**
- 9. NEW BUSINESS:**
 - A. Resolution No. 2016-14, Salaries for Non-represented Employees**
 - B. Resolution 2016-16, Position Allocation**
 - C. Resolution No. 2016-17, Sick Leave Cash-out Policy**
 - D. Southway Bridge Grant Commitment**
 - E. Tourism Funding Agreement, Visit L-C Valley**
 - F. Tourism Funding Agreement, Rotary**
 - G. Funding Agreement, Asotin County Health District**
 - H. Funding Agreement, Valley Vision**
- 10. COUNCIL COMMENTS**
- 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.

CLARKSTON CITY COUNCIL MINUTES
December 12, 2016

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

STAFF:

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

AGENDA CHANGES:

APPROVAL OF: Minutes of the November 17 & November 30 Budget Workshops and the November 28, 2016, Regular Meeting were approved as presented.

COMMUNICATIONS:

A. From the Public:

B. From Mayor:

Mayor Lawrence said she sent a letter to the Corp of Engineers regarding the water quality at Swallows Park. Mayor Lawrence said the new personnel policy books have been distributed. Mayor Lawrence reported that we received 9 applications for the Clerk/Treasurer position. The Building Inspector is retiring in February and that job has been posted also.

Mayor Lawrence asked council if they want to change the sick leave cash out policy for non-represented employees. This topic will be added to Unfinished Business for further discussion. Mayor Lawrence said that research on a merit pay system indicates that it can be a complicated process and would require that a policy be developed. Also, in considering developing a pay range she encountered some complications because only two of the employees have some wiggle room between their salary and the people they supervise. This topic will be added to Unfinished Business for discussion.

From Staff:

COMMITTEE REPORTS

Finance: Councilmember Beadles reported the bills were reviewed and approved for payment. Total expenditures for November 30, 2016 of \$420,70 and for December 12, 2016 of \$778,105.58. MOTION BY BEADLES/MURRAY to approve the bills as read. Motion carried.

Public Safety: Councilmember Beadles reported on the December 6 meeting. Chief Hastings discussed the Christmas parade. There are issues with the signage. He will work with the Chamber to clarify expectations. Officers will be participating in the "Shop with a Cop" event funded by Wal-Mart. A newly hired patrol officer brings the department to full staff. Officers are required to complete 24 hours of in service training annually. The department will meet this goal.

Chief Cooper discussed the upcoming meeting with Chief Myklebust and Chief Hardin on December 9. Cooper discussed the effect of the retroactive pay increase to the fire and ambulance budgets. It appears the City will receive about \$80,000 in GEMT funding to help offset low Medicaid reimbursement. Cooper reported that two reserves may qualify for medical insurance due to the number of hours worked. Chief Cooper is working on the "Fire Standards of Cover" as required by the State.

Public Works: No meeting.

Admin Committee: Councilmember Kolstad said there is nothing to report.

Community Development: Councilmember Campbell reported on the December 1st meeting. Committee talked about aspects of the bicycling world. Jeff Smith discussed bicycle awareness month in May. He asked the City to consider using flag banners, possibly on 6th, Diagonal or Bridge. Campbell will

talk about the cost with the MPO.

Gregory Raye discussed the tourism aspect of bicycling. He said bicyclists from around the country pass through our community and bring tourism dollars.

Outside Organizations: Mayor Lawrence attended the Valley Vision reception. The director of operations for Brunswick (Thunderjet) was the speaker. Mayor Lawrence attended the Port meeting where the boat docks were discussed. Mayor Lawrence attended the MPO meeting. The Fleshman Way interchange is going out for bid and is expected to start construction in early 2017. Mayor Lawrence attended a meeting to discuss aesthetics of the area around the boat docks at the Port. The appearance of the dumpsters as the cruise boats passengers disembark has been a concern.

UNFINISHED BUSINESS:

A. Ordinance No. 1575, 2016 Budget Amendment, 2nd Reading for Action

Ordinance No. 1575 was read by title. MOTION BY BEADLES/BLACKMON to adopt Ordinance No. 1575. Motion carried.

B. Ordinance No. 1576, Sewer Rates, 2nd Reading for Action

Ordinance No. 1576 was read by title. MOTION BY BEAUCHAMP/BEADLES to adopt Ordinance No. 1576. Motion carried.

C. Ordinance No. 1577, Sanitation Rates, 2nd Reading for Action

Ordinance No. 1577 was read by title. MOTION BY BEADLES/BLACKMON to adopt Ordinance No. 1577. Motion carried.

D. Cash Out of Unused Sick Leave for Exempt Employees

Council discussed eliminating the payout of sick leave for exempt employees hired in the future, but did not want to affect the current employees. Direction to prepare a resolution to change that policy for the next meeting.

E. Salary Range for Management Employees

Mayor Lawrence said she had originally thought that a salary range should be developed for management positions as employees are replaced. She found that offering merit increases would require that a policy be developed and followed. The consensus was to leave the pay system as it currently.

NEW BUSINESS:

A. Ordinance No. 1575, Adopting the 2017 Budget – 1st Reading

Ordinance No. 1575 was read by title

B. Ordinance No. 1574, Amending CMC 5.44, Gambling Tax - 1st Reading

Ordinance No. 1574 was read by title.

C. Contract for Services, The Wesley Group

MOTION BY BEADLES/KOLSTAD to approve the contract with Wesley for 2017. Motion carried.

D. City Attorney Contract, Todd Richardson

MOTION BY BEADLES/BLACKMON to approve the 2017 contract with Richardson. Motion carried.

E. Public Defender Contract, Neil Cox

MOTION BY CAMPBELL/BEADLES to approve the 2017 contract with Cox. Motion carried..

F. Victim/Witness Coordinator Contract, Dawn Berreth

MOTION BY BEADLES/BLACKMON to approve the 2017 contract with Berreth. Motion carried.

G. Agreement for Janitorial Services, Diane Ash

MOTION BY CAMPBELL/BEADLES to approve the contract with Ash. Motion carried.

H. Intergovernmental Cooperation Agreement with Asotin County Fire District

MOTION BY BEADLES/KOLSTAD to approve the agreement with Asotin County Fire District. Chief Cooper said this is a renewal of an existing agreement with an added section that provides for automatic aid for structure fires. Motion carried.

I. Resolution No. 2016-15, Legislative Priorities

Resolution No. 2016-15 was read by title. MOTION BY MURRAY/KOLSTAD to approve Resolution No. 2016-15. Motion carried.

COUNCIL COMMENTS:

Councilmember Pierce thanked the fire department for offering to shovel snow for residents who are unable to do so. The Festival of Trees Christmas tree that the firefighter's wives decorated won best of show.

ADJOURNMENT:

Meeting adjourned at 7:55 p.m.

Vickie Storey, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures, 11/30/16	Ck # 20161102-03	\$420.70
Total Fund Expenditures, 12/12/16	Ck # 62896, 62933-63021, 20161201	\$467,701.92
Payroll, 11/30/16	Ck # 62897, 62932	\$310,403.66

ORDINANCE NO. 1574

AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER 5.44 OF THE CLARKSTON MUNICIPAL CODE, WHICH ESTABLISHES GAMBLING TAXES

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

SECTION 1.0

Clarkston Municipal Code Chapter 5.44 is hereby amended as follows:

5.44.020 Persons subject to tax – Exceptions – Tax Rates.

(1) There shall be levied a tax upon all persons, organizations and associations conducting or operating within this jurisdiction any of the activities listed in this section; except, that no person, organization or association exempt from taxation by Chapter 9.46 RCW shall be taxed. The tax to be levied shall be paid to the city in the following amounts:

	Activity	Tax Rate
a.	Conduct of any bingo game or raffle.	Five percent of the gross revenue received less the amount awarded as cash or merchandise prizes.
b.	Operation of punch boards or pull-tabs as a commercial stimulant.	Three percent of the gross receipts directly from the operation of the game.
c.	Operation of punch boards or pull-tabs by a bona fide charitable or nonprofit organization.	Three percent of the gross receipts from the operation of the games, less the amount awarded as cash or merchandise prizes.
d.	Operation of a card room for social card games as a commercial stimulant upon any premises.	Six <i>Four</i> percent of the gross revenue received from such card games.

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 on February 1, 2017.

PASSED by the City Council of the City of Clarkston, Washington this 27th day of December, 2016.

Monika Lawrence, Mayor

Attest:

Vickie Storey, City Clerk

Approved as to Form:

Todd Richardson, City Attorney

Date of Publication: _____

ORDINANCE NO. 1578

AN ORDINANCE OF THE CITY OF CLARKSTON, WASHINGTON, ADOPTING THE FINAL BUDGET OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2017, AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.

WHEREAS, the Mayor of the City of Clarkston, Washington, completed and placed on file with the City Clerk a proposed budget and estimate of the amount the moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expense of government of the City for the fiscal year ending December 31, 2017; and

WHEREAS, a notice was published that the City Council would meet on November 28, 2016 at 7:00 p.m., in the council chambers of city hall for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and place and did then consider the matter of the proposed budget for the fiscal year 2017; and

WHEREAS, the 2017 proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Clarkston for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of the City of Clarkston for the 2017 fiscal year and being sufficient to meet the various needs of the City of Clarkston during that period;

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

Section 1. The budget for the City of Clarkston, Washington, for the year 2017 is hereby adopted at the fund level in its final form and content as set forth in the document entitled 2017 FINAL BUDGET, CITY OF CLARKSTON, copies of which are on file in the Office of the Clerk.

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Clarkston, and aggregate totals for all such funds combined, for the year 2017 are set forth in summary form on Exhibit A

(attached) and are hereby appropriated for expenditure at the fund level during the year 2017 as set forth on Exhibit A.

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

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

Dated this 27th day of December, 2016

Monika Lawrence, Mayor

Authenticated:

Vickie Storey, City Clerk

SUMMARY OF ORDINANCE NO. 1578
OF THE CITY OF CLARKSTON, WASHINGTON

On December 27, 2016, the City Council of the City of Clarkston, Washington, approved Ordinance No. 1578, the main point of which may be summarized by its title as follows:

AN ORDINANCE OF THE CITY OF CLARKSTON, WASHINGTON, ADOPTING THE FINAL BUDGET OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2017 AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.

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

APPROVED by the City Council at their meeting of December 27, 2016.

Vickie Storey, City Clerk

Published: _____

2017 FINAL BUDGET
 JANUARY 1, 2017

FUND	DESCRIPTION	BEG BAL	ACTUAL REVENUES	OTHER FINANCING SOURCES	ACTUAL EXPENDITURES	OTHER FINANCING USES	END BAL
001	CURRENT EXPENSE	\$ 937,440	\$ 3,622,200	\$ 117,415	\$ 3,932,687	\$ 225,425	\$ 518,943
004	CE RESERVE	\$ 609,811	\$ 1,000	\$ 70,000	\$ -	\$ -	\$ 680,811
006	EMP BENEFIT RESERVE	\$ 111,046	\$ 300	\$ 50,000	\$ -	\$ -	\$ 161,346
007	COMMUNITY PROJECTS	\$ 38,660	\$ 100	\$ -	\$ -	\$ -	\$ 38,760
010	NATIONAL NIGHT OUT	\$ 3,122	\$ 400	\$ -	\$ 900	\$ -	\$ 2,622
011	VICTIM'S RIGHTS	\$ 42,923	\$ 3,100	\$ -	\$ 23,000	\$ -	\$ 23,023
016	VEHICLE REPLCMENT	\$ 255,073	\$ 148,000	\$ -	\$ -	\$ 108,830	\$ 294,243
017	D A R E	\$ 4,756	\$ -	\$ -	\$ -	\$ -	\$ 4,756
037	CDBG	\$ 7,540	\$ -	\$ -	\$ -	\$ 7,540	\$ -
102	RESCUE ONE	\$ 7,859	\$ 1,300	\$ -	\$ 2,500	\$ -	\$ 6,659
103	STREET FUND	\$ 166,047	\$ 684,000	\$ 7,540	\$ 789,545	\$ -	\$ 68,042
104	TRANS BENEFIT DIST	\$ -	\$ 480,500	\$ -	\$ -	\$ -	\$ 858,054
105	STREET RESERVE	\$ 46,777	\$ 200	\$ -	\$ -	\$ -	\$ 46,977

2017 FINAL BUDGET
 JANUARY 1, 2017

FUND	DESCRIPTION	BEG BAL	ACTUAL REVENUES	OTHER FINANCING SOURCES	ACTUAL EXPENDITURES	OTHER FINANCING USES	END BAL
108	DRUG ENFORCEMENT	\$ 27,261	\$ 2,150	\$ -	\$ 13,000	\$ -	\$ 16,411
120	EMS / AMBULANCE	\$ 200,037	\$ 1,068,800	\$ 110,000	\$ 1,257,205	\$ 51,100	\$ 70,532
121	EMS CAP RESERVE	\$ 144,866	\$ 400	\$ -	\$ -	\$ 110,000	\$ 35,266
130	LODGING TAX FUND	\$ 563,969	\$ 99,500	\$ -	\$ 88,750	\$ -	\$ 574,719
306	MUNICIPAL CAP IMPRV	\$ 271,059	\$ 65,800	\$ -	\$ -	\$ -	\$ 336,859
400	SEWER O&M	\$ 725,531	\$ 1,998,000	\$ -	\$ 1,308,495	\$ 848,400	\$ 566,636
401	SEWER EQUIP RSRV	\$ 116,816	\$ 450	\$ 20,000	\$ -	\$ -	\$ 137,266
402	SEWER LINE RESERVE	\$ 523,599	\$ 2,500	\$ 20,000	\$ -	\$ -	\$ 546,099
403	SEWER CAPITAL REPLC	\$ 101,985	\$ 300	\$ 20,000	\$ -	\$ -	\$ 122,285
404	SEWER RESERVE	\$ 123,692	\$ 600	\$ -	\$ -	\$ -	\$ 124,292
405	WWTP CONSTRUCTION	\$ 280,744	\$ 500	\$ -	\$ 213,000	\$ -	\$ 68,244
406	SEWER REVENUE BONI	\$ 353,788	\$ 3,000	\$ 340,000	\$ 338,620	\$ -	\$ 358,168

2017 FINAL BUDGET
 JANUARY 1, 2017

FUND	DESCRIPTION	BEG BAL	ACTUAL REVENUES	OTHER FINANCING SOURCES	ACTUAL EXPENDITURES	OTHER FINANCING USES	END BAL
407	PWTF LOAN	\$ 10,645	\$ -	\$ 365,000	\$ 21,900	\$ 349,750	\$ 3,995
408	SRF LOAN	\$ 86,967	\$ 400	\$ 82,700	\$ 16,600	\$ 66,210	\$ 87,257
409	STORMWATER O & M	\$ 49,452	\$ 291,200	\$ 60,000	\$ 341,425	\$ -	\$ 59,227
410	SANITATION O&M	\$ 73,893	\$ 1,181,300	\$ 41,000	\$ 1,215,565	\$ 60,000	\$ 20,628
411	SAN. EQUIP RSRV	\$ 21,366	\$ 50	\$ 20,000	\$ -	\$ -	\$ 41,416
TOTALS		\$ 5,906,724	\$ 9,656,050	\$ 1,323,655	\$ 9,563,192	\$ 1,827,255	\$ 5,873,536

RESOLUTION NO. 2016-14

A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, ESTABLISHING SALARIES FOR NON-REPRESENTED EMPLOYEES.

WHEREAS, the City Council of the City of Clarkston determines the annual salary for non-represented employees;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clarkston, Washington, as follows:

Effective January 1, 2017 the following base salaries shall be in effect for the non-represented employees:

Fire Chief	\$80,760.00	Annually
Police Chief	\$80,760.00	Annually
Public Works Director	\$80,760.00	Annually
City Clerk/Treasurer	\$80,760.00	Annually
Commander, Police Dept.	\$ 6,548.00	Monthly

DATED this 27th day of December, 2016.

Monika Lawrence, Mayor

ATTEST:

Vickie Storey, City Clerk

RESOLUTION NO. 2016-16

A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, ESTABLISHING THE 2017 POSITION ALLOCATION LIST.

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

Section 1. Position Allocation List Approved. The 2017 Position Allocation List as set forth on Exhibit A, which is attached hereto and incorporated herein by this reference as if set forth in full, is hereby approved.

Section 2. Effective Date. All allocations for the various positions indicated on the attached Exhibit A will become effective January 1, 2017.

DATED this 27th day of December, 2016.

Monika Lawrence, Mayor

ATTEST:

Vickie Storey, City Clerk

EXHIBIT A
RESOLUTION NO. 2016-16
2017 POSITION ALLOCATION LIST

REPRESENTATION:

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

OTHER:

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

CURRENT EXPENSE FUND

LEGISLATIVE

E Councilmember
E 7

EXECUTIVE

E Mayor
E 1

FINANCIAL AND RECORDS SERVICES

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

LEGAL

C City Attorney
C 1.0

LAW ENFORCEMENT

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

FIRE CONTROL

N (M) Fire Chief (70% Time)
F Fire Captain
F Fire Captain
F Firefighter 1st, 2nd or 3rd Class
F Firefighter 1st, 2nd or 3rd Class
F Firefighter, 1st, 2nd or 3rd Class (not funded)
F Firefighter, 1st, 2nd or 3rd Class (not funded)
L Admin Asst., .75 FTE (75% Time)
V Volunteer(s)
R Reserves
*N .7 - F 6.00 - L .56

HOUSING AND COMMUNITY DEVELOPMENT

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

PARKS

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

SUMMARY:

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

CURRENT EXPENSE TOTAL ALLOCATED POSITIONS

26.94

** Not included in totals.

AMBULANCE / EMS

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

*N .3 - F 6.00 - L .19

EMS TOTAL ALLOCATE POSITIONS

6.45

STREET

Administrative Positions:

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

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

SUMMARY:

L - 3.95
N - .425

STREET TOTAL ALLOCATED POSITIONS

*4.375

SANITATION

Administrative Positions:

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

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

N .485 - L 6.30 – T 0.5

L - 6.30
N - .485
T - .5

SANITATION TOTAL ALLOCATED POSITIONS

*7.285

SEWER

Administrative Positions:

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

- L Superintendent
- L Sewer Plant Operator

*N .49 - L 5.83 *

L - 6.0
N - .49

SEWER TOTAL ALLOCATED POSITIONS

6.49

STORMWATER

Administrative Positions:

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

.31

SUMMARY ALL DEPARTMENTS:

TOTALS

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

TOTAL ALLOCATED POSITIONS (** Not included in totals)

*51.75

Elected: 8.00

Total: 59.75

RESOLUTION NO. 2016-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLARKSTON,
WASHINGTON, AMENDING PERSONNEL POLICY 702 (1) (j), SICK LEAVE
COMPENSATION**

WHEREAS, the City of Clarkston desires to revise the sick leave cash out provision in the Personnel Policy adopted by Resolution No. 2016-11;

WHEREAS, the sick leave cash out is located in Policy 702 (1) (j)

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

POLICY 702 ABSENCES

1. SICK / EMERGENCY LEAVE

j. Regular, full-time employees, not covered by a collective bargaining agreement, *with a hire date prior to December 31, 2016 or an effective date into the non-represented classification prior to December 31, 2016*, shall be compensated in cash for the unused accumulation of sick leave when they are permanently separated from employment by death, retirement or reduction in force according to the following formula: 50 percent after 10 years' service, 100 percent after 20 years' service.

Section 2. This policy is effective immediately upon passage of this Resolution by the City Council.

DATED this 27th day of December, 2016

Monika Lawrence, Mayor

Attest:

Vickie Storey, City Clerk

City of Clarkston
Public Works Director
829 5th St.
(509) 758-1662
(509) 769-6019fax

Memo

To: Council
From: James E. Martin, PWD
CC: Mayor Lawrence
Date: Dec. 15, 2016
Re: Southway Bridge Grant Opportunity

Please review the attached email from Chris Davies Lewiston's Public Works Director. As owners of the bridge we are seeking grant funding for the resurfacing. Typically in the application process, scores can improve by quite a bit when the jurisdictions show they have the ability to fund the project at an amount greater than the minimum grant match.

It is proposed that each jurisdiction agrees to provide \$150,000.00 for the project in hopes it greatly improves our scoring for the grant. That will put a total of \$600,000.00 toward the project.

We do have the funds available through our TBD.

This needs to be decided before the 3rd of January.

Thanks for your consideration,


Jim

James Martin

From: Chris Davies <CDavies@CityofLewiston.org>
Sent: Thursday, December 15, 2016 10:21 AM
To: Mark Ridinger (MarkR@co.nezperce.id.us); Dustin Johnson (djohnson@co.asotin.wa.us); jemartin@cableone.net
Cc: Jill Tolman
Subject: Application for Southway Bridge Funding
Importance: High

Mark, Dustin, and Jim:

We are looking at finalizing the Southway Bridge Application and I know that Jill has requested and received the letter of support from your agencies; however I do have a secondary request –

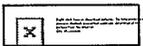
Currently the letters of support are for the typical match monies, which equates to approximately \$32,000 per agency, based on doing Alternative 3 (Full Depth Asphalt) and a project cost of \$1,700,000. In the past we have not ranked very high in our application, typically we are about 4th to 6th in line for funding.

For us to have an improved opportunity to secure the Grant Funding it has been suggested that we increase the Local Match amount, in reviewing the two alternatives (#3 and #5) our agencies would need to contribute somewhere between \$241,188 (for Alt. #3) or \$137,773 (for Alt. #5); therefore I suggest that we each commit to \$150,000 which would be about a 65/35 split between grant money and local money.

I know that this is coming in at the last minute and we may not have enough time but let me know your thoughts.

Thanks, be safe out there, and Merry Christmas.

Christopher R Davies, P.E.
Public Works Director
City of Lewiston



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CONTRACT FOR TOURISM SERVICES

THIS AGREEMENT entered into between the City of Clarkston, a municipal corporation in the State of Washington, hereinafter referred to as "City" and Visit Lewis-Clark Valley, a Washington nonprofit corporation, hereinafter referred to as "Visit L-C Valley".

WHEREAS, the City is desirous of advertising, publicizing, or otherwise distributing information for the purpose of attracting visitors and encouraging tourist expansion, and

WHEREAS, VISIT L-C VALLEY has the ability to furnish those services on behalf of the City,

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties agree as follows:

I

That VISIT L-C VALLEY will provide the above-referenced services on behalf of the City during the year 2017.

II

That VISIT L-C VALLEY will hold the City of Clarkston harmless from any and all liability that may be incurred as a result of providing such services.

III

That in consideration of the performance of this contract, the City shall pay to VISIT L-C VALLEY a maximum of \$85,000.00 to be used only for the above-referenced specific services, such funds derived from the special excise tax imposed under RCW 67.28, which outlines the limitations on the use of such funds. Payment to VISIT L-C VALLEY will be made on a reimbursement basis. VISIT L-C VALLEY shall provide copies of paid invoices to substantiate billings to the City of Clarkston.

IV

That the duration of this contract shall begin January 1, 2017 and run through December 31, 2017.

V

That VISIT L-C VALLEY shall make available to the City or its duly authorized representatives, at any time during business hours, all records, books and/or pertinent information which VISIT L-C VALLEY shall keep in conjunction with this contract in

performance of the services required under this contract. Such records shall clearly identify which expenditures were paid for from funds received from the City in accordance with this contract.

VI

That VISIT L-C VALLEY shall provide information necessary to meet all reporting required as adopted by the Joint Legislative Audit and Review Committee (JLARC).

DATED this _____ day of January 2017.

CITY OF CLARKSTON

VISIT LEWIS-CLARK VALLEY

Monika Lawrence, Mayor

Michelle Peters, Executive Director

CONTRACT FOR TOURISM SERVICES

THIS AGREEMENT entered into between the City of Clarkston, a municipal corporation in the State of Washington, hereinafter referred to as "City" and the Clarkston Rotary Club, a Washington nonprofit organization, hereinafter referred to as "Rotary".

WHEREAS, the City is desirous of supporting, through advertising and promotion, a bike riding event that anticipates attracting riders from over 50 miles away as outlined in their 2017 funding application; and

WHEREAS, Rotary has the ability to furnish those services on behalf of the City,

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties agree as follows:

I

That Rotary will provide the above-referenced services on behalf of the City during the year 2017.

II

That Rotary will hold the City of Clarkston harmless from any and all liability that may be incurred as a result of providing such services.

III

That in consideration of the performance of this contract, the City shall pay to Rotary a maximum of \$3,750.00 to be used only for the above-referenced specific services, such funds derived from the special excise tax imposed under RCW 67.28, which outlines the limitations on the use of such funds. Payment to Rotary will be made on a reimbursement basis. Rotary shall provide copies of paid invoices to substantiate billings to the City of Clarkston.

IV

That the duration of this contract shall begin January 1, 2017 and run through December 31, 2017.

V

That Rotary shall make available to the City or its duly authorized representatives, at any time during business hours, all records, books and/or pertinent information which Rotary shall keep in conjunction with this contract in performance of the services required under this contract. Such records shall clearly identify which expenditures were paid for from funds received from the City in accordance with this contract.

VI

That Rotary shall provide information necessary to meet all reporting required as adopted by the Joint Legislative Audit and Review Committee (JLARC).

DATED this _____ day of January 2017.

CITY OF CLARKSTON

CLARKSTON ROTARY CLUB

Monika Lawrence, Mayor

AGREEMENT

THIS AGREEMENT, entered into this _____ day of January, by and between the CITY OF CLARKSTON, a municipal corporation of the State of Washington (hereinafter called "City"), and the Asotin County Health District, a municipal corporation of the State of Washington (hereinafter called "Health District").

WHEREAS, the Asotin County Health District provides a necessary service to address the health needs of residents of Asotin County; and

WHEREAS, the State of Washington has reduced funding and placed in jeopardy such programs as TB treatment, Family Planning, STD investigation and referral and Hepatitis C testing and counseling; and

WHEREAS, approximately 90% of the clients who come to the Health District for services not supported by fees or direct appropriations are from the City of Clarkston;

NOW, THEREFORE,

IT IS HEREBY AGREED AS FOLLOWS:

The Asotin County Health District will continue to provide critical health related services to the best of its ability for the City of Clarkston.

For the foregoing services, the City agrees to pay to the Health District the sum of Twenty-Five Thousand Dollars (\$18,000.00) for the period commencing January 1, 2017, and ending December 31, 2017.

2. Reports and Consultation: The Health District will provide reports on its work and consult with the City at such times and places as requested.

3. Choice of Law/Venue: This agreement shall be construed in accordance with laws of the State of Washington. Venue as to any claim or dispute arising out of this Agreement shall be in Asotin County, Washington.

ASOTIN COUNTY HEALTH DISTRICT

CITY OF CLARKSTON,

By: _____

By: _____
Monika Lawrence, Mayor

AGREEMENT

THIS AGREEMENT, entered into this _____ day of January, by and between the CITY OF CLARKSTON, a municipal corporation of the State of Washington (hereinafter called "City"), and VALLEY VISION, INC., a nonprofit corporation (hereinafter called "Valley Vision").

WHEREAS, it is in the best interest of the City to promote economic development; and

WHEREAS, Valley Vision is a nonprofit corporation authorized to promote economic development, trade and commerce within Clarkston, Washington; and

WHEREAS, the City is authorized by Washington law to contract with nonprofit corporations to promote an economic development program; and

WHEREAS, Valley Vision can provide to the City services in the area of economic development, business recruitment, business research, marketing and promotion;

NOW, THEREFORE,

IT IS HEREBY AGREED AS FOLLOWS:

Valley Vision, Inc. will perform economic development and business recruitment and retention services for the City of Clarkston.

For the foregoing services, the City agrees to pay to Valley Vision the sum of Five Thousand Dollars (\$5,000.00) for the period commencing January 1, 2017, and ending December 31, 2017.

2. Reports and Consultation: Valley Vision will provide regular reports on its work and consult with the City at such times and places as requested.

3. Choice of Law/Venue: This agreement shall be construed in accordance with laws of the State of Washington. Venue as to any claim or dispute arising out of this Agreement shall be in Asotin County, Washington.

VALLEY VISION , INC.

CITY OF CLARKSTON,

By: _____

By: _____
Monika Lawrence, Mayor