

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, JUNE 24, 2013**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:
June 10, 2013 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 18**
 - C. Public Works –June 19**
 - D. Administrative/Intergovernmental – June 14 and June 24**
 - E. Community Development –no meeting**

- 7. UNFINISHED BUSINESS:**
 - A. Ordinance No. 1513. Budget Amendment – 2nd Reading for Action**

- 8. NEW BUSINESS:**
 - A. Master Contract with Dept. of Enterprise Services (State Purchasing Program) – (Admin)**
 - B. Memorandum of Understanding, Admin/PW Bargaining Unit VEBA Agreement (Admin)**

- 9. COUNCIL COMMENTS**
- 10. MEDIA QUESTIONS**
- 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.

CLARKSTONCITY COUNCIL MINUTES

June 10, 2013

CALL TO ORDER: Mayor Warren, 7:00 P.M.

COUNCIL:

- | | |
|--|--|
| <input type="checkbox"/> Beadles, excused | <input checked="" type="checkbox"/> Nash |
| <input checked="" type="checkbox"/> Provost | <input checked="" type="checkbox"/> Baumberger |
| <input type="checkbox"/> Smith, excused | <input checked="" type="checkbox"/> Blackmon |
| <input checked="" type="checkbox"/> Manchester | |

STAFF:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Chief Hastings | <input checked="" type="checkbox"/> Chief Cooper | <input checked="" type="checkbox"/> PWD Martin |
| <input checked="" type="checkbox"/> Clerk Storey | <input checked="" type="checkbox"/> City Attorney Grow | |

AGENDA CHANGES: Councilmember Baumberger requested addition of an executive session concerning litigation. Councilmember Nash added a Stormwater committee report.

APPROVAL OF MINUTES: MOTION BY NASH/BLACKMON to approve the minutes of the May 13, 2013, Regular Meeting. Motion carried.

COMMUNICATIONS:

A. From the Public

B. From the Mayor

Mayor Warren commented that there was some concern over safety of firefighters during testing when they raise hose. Instead of hauling hose to the top of the fire station, they will double the amount of hose pulled and use the training structure. She said it will be safer for firefighters, requires about the same amount of effort and will eliminate damage to the roof of the fire station. Warren said since the change was minimal, she approved a memorandum of understanding to change the contract for fitness testing. Councilmember Provost asked who approves the labor contracts. Chief Cooper said that council approves and the mayor signs the contracts. Provost asked why the change didn't come before the council prior to approval. Chief Cooper said the change was a minor procedural change and probably could have been handled administratively. He consulted with Kevin Wesley before proceeding. Provost said his concern is who makes the determination as to what is minor.

C. From Staff

PWD Martin said the City just received approval from Dept. of Ecology to proceed with the bid process on the stormwater bubble-up project. Bids have gone out and will be opened on July 9.

COMMITTEE REPORTS:

Finance Committee: Councilmember Provost reported all bills have been audited and approved. MOTION BY PROVOST/MANCHESTER to authorize payment of the bills, total expenditures for May 28, 2013 of \$954,283.35. Motion carried. MOTION BY PROVOST/BAUMBERGER for May 31, 2013 of \$60.00. Motion carried. MOTION BY PROVOST/BLACKMON to approve bills for June 10, 2013 of \$488,151.01. Motion carried.

Public Safety: Councilmember Baumberger reported that committee met on June 4. Minutes have been distributed and the dispatch discussion is on the agenda.

Public Works: Councilmember Nash said the committee met and the bid award is on the agenda.

Admin Committee: Councilmember Manchester said committee met on June 10. There was no business, but a special meeting was scheduled for June 14 at 1:30 p.m. to review the annual report.

Community Development: Councilmember said the committee met on May 21 and June 4 with Kris Rathbun and LaRissa Smith to discuss plans for the Educational Opportunity Center art students regarding a community art project. They will be making a presentation to council this evening.

Stormwater: Councilmember Nash reported that the Stormwater Management Team is applying for a grant to build a recant station. It will be used to dry out sweepings and debris from the catch basins before disposal. They would like a letter of support from the City. MOTION BY PROVOST/NASH to authorize the mayor to send a letter of support for the grant application. Motion carried.

UNFINISHED BUSINESS:

NEW BUSINESS

A. Community Art Project, Kris Rathbun & LaRissa Smith

Kris Rathbun and LaRissa Smith presented a proposal to do a mural on the maintenance building at Beachview Park. This will be a project of the Educational opportunity Center art students. There would be a series of three murals depicting different landscape sights in Clarkston, including the blue bridge, Swallows Nest and Chestnut Beach. The paintings will be on separate pieces of wood and framed and then hung on the building at Beachview Park to replace the existing mural. The school district has obtained a grant that will pay for the materials. Rathbun said this is a two year grant, so they will be seeking more projects for next year. They are seeking approval from the City to proceed. MOTION BY PROVOST/NASH to approve the project to move forward. Motion carried.

B. Ordinance No. 1513, Budget Amendment – 1st Reading

Ordinance No. 1513 was read by title. Clerk Storey said the amendment deals mostly with adjusting beginning balances from the estimates to the actual. It also includes items that council has already approved at previous meetings and an amendment to cover an unanticipated loan payment to the Public Works Trust Fund.

C. Bid Award, 12th Street Project

PWD Martin reported that bids were opened on May 16 for the 12th Street Reconstruction Project. Three bids were received, ranging from \$422,465 to \$550,590. The low bid was from McCall's Classic Construction for \$422,465.30 which was below the engineers estimates. MOTION BY NASH/PROVOST to award the bid to McCall's Classic Construction. Motion carried.

D. Dispatch Service Amendment

Councilmember Baumberger stated that the Public Safety Committee and City Attorney Richardson have been meeting for the past several months with Asotin County to discuss the current dispatch contract. MOTION BY BAUMBERGER/PROVOST to propose an amendment to the existing dispatch services agreement with Asotin County. Motion carried.

COUNCIL COMMENTS:

Councilmember Nash commented that the City still needs a representative to the EMS Council.

MEDIA QUESTIONS:

EXECUTIVE SESSION:

Council adjourned to executive session at 7:25 p.m. to discuss potential litigation. Session is expected to last about ten minutes. No action will be taken as a result of the session.

Council returned to open session at 7:30 p.m.

ADJOURNMENT:

Meeting adjourned at 7:30 p.m.

Vickie Storey, City Clerk

Kathleen A. Warren, Mayor

| | | |
|----------------------------------|-------------------------------------|--------------|
| Total Fund Expenditures, 5/28/13 | CK #53831-81, JV #Apr2013 | \$822,393.89 |
| Total Fund Expenditures, 5/31/13 | JV #20130501,2,4,6,7,8,10,11 | \$60.00 |
| Total Fund Expenditures, 6/10/13 | CK #53943-54019, JV #20130601-03 | \$208,387.64 |
| Total Payroll, 5/15/13 | CK #53808-830 | \$131,889.46 |
| Total Payroll, 5/31/13 | CK #53882-53942 | \$279,763.37 |

DRAFT

Public Safety Committee

June 18, 2013

Present: Chief Hastings, Larry Baumberger, Bill Provost, Terry Beadles

Chief Hastings discussed the workshop that he attended in Seattle addressing the passage of I502. The implantation of the "sensitive use area" will limit the distribution points where cannabis can be distributed. The chief will use maps to review locations that are not within the sensitive use area restrictions. The committee will be discussing the cannabis issue as more information becomes available.

We are awaiting additional information before a recommendation about the dispatch contract can be presented.

Chief Hastings reported that the department worked very hard on solving the recent rash of vehicle prowls. There were extra night patrols and one employee postponed a vacation in order to solve these crimes. Our police department is very dedicated and should be commended for a job well done.

ORDINANCE NO. 1513

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING ORDINANCE NO. 1510 WHICH ADOPTED THE 2013 BUDGET, AND AUTHORIZING THE NECESSARY ADJUSTMENTS.

WHEREAS, the City Council has determined that the 2012 budget should be amended to take into account variations in actual revenues and expenditures from those projected at the time of adoption of the 2013 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. 1510 passed by the City Council on December 26, 2012, shall be increased and amended as follows:

| | EXPENDITURES | OTHER FINANCING USES |
|---------------------------|----------------|----------------------|
| CURRENT EXPENSE (001) | 7,950 | |
| VEHICLE REPLACEMENT (016) | | 14,500 |
| STREET FUND (103) | 1,435 | |
| DRUG ENFORCEMENT FUND | 6,000 | |
| SEWER O & M (400) | 5,550 | 93,000 |
| SEWER CONSTRUCTION (405) | 9,860 | |
| PWTF LOAN (407) | 92,300 | |
| SANITATION O & M (410) | 2,870 | |
| | | |
| | | |
| TOTALS | 125,965 | 107,500 |

Section 2. Duties of City Treasurer. The City Treasurer of the City of Clarkston, Washington, is authorized to make the necessary changes to the 2013 budget on or before December 31, 2013, 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 24th day of June, 2013.

Authenticated:

Kathleen A. Warren, Mayor

Vickie Storey, City Clerk

BUDGET AMENDMENT No 1 - 2013
ORDINANCE NO. 1513

| | Account Description | Adopted Bdgt | Amendment | Amended Bdgt | Explanation |
|---------------------------------------|---------------------------|--------------|-------------|--------------|-------------------------------------|
| GENERAL FUND | | | | | |
| 001 000 001 308 80 00 00 | Unreserved Beg Bal | \$ 920,007 | \$ (35,419) | \$ 884,588 | Adjust to Actual |
| 001 000 001 397 14 00 20 | Tfr from 106 | \$ 7,500 | \$ 7,000 | \$ 14,500 | PW Computers & Software |
| | TTL REVENUES | \$ 927,507 | \$ (28,419) | \$ 899,088 | |
| 001 000 090 559 60 35 00 | | | | | |
| | Small Tools, Minor Equip | \$ 500 | \$ 475 | \$ 975 | Narrow Band Radios |
| 001 000 090 594 59 64 20 | | | | | |
| | Office Equipment | \$ - | \$ 7,000 | \$ 7,000 | New Computers & IWORKS Software |
| 001 000 110 576 80 35 00 | | | | | |
| | Small Tools, Minor Equip | \$ 3,000 | \$ 475 | \$ 3,475 | Narrow Band Radios |
| 001 999 001 508 80 00 00 | | | | | |
| | Unreserved Ending Balance | \$ 602,427 | \$ (36,369) | \$ 566,058 | Adjust Ending Balance |
| | TTL EXPENDITURES | \$ 605,927 | \$ (28,419) | \$ 577,508 | |
| | | | \$ 7,950 | | |
| CURRENT EXPENSE RESERVE | | | | | |
| 004 000 041 308 80 00 00 | | | | | |
| | Unreserved Beg Bal | \$ 473,431 | \$ (137) | \$ 473,294 | Adjust for Actual Beg Bal |
| 004 999 041 508 80 00 00 | | | | | |
| | Unreserved Ending Balance | \$ 524,431 | \$ (137) | \$ 524,294 | Adjust End Balance |
| | | | \$ - | | |
| EMPLOYEE BENEFIT RESERVE | | | | | |
| 006 000 042 308 80 00 00 | | | | | |
| | Unreserved Beg Bal | \$ 89,104 | \$ (26) | \$ 89,078 | Adjust to actual |
| 006 999 042 508 80 00 00 | | | | | |
| | Unreserved Ending Balance | \$ 89,404 | \$ (26) | \$ 89,378 | Adjust End Balance |
| COMMUNITY ENHANCEMENT PROJECTS | | | | | |
| 007 000 043 308 80 00 00 | | | | | |
| | Unreserved Beg Bal | \$ 35,845 | \$ 2,008 | \$ 37,853 | Adjust to actual |
| 007 999 043 508 80 00 00 | | | | | |
| | Unreserved End Bal | \$ 34,045 | \$ 2,008 | \$ 36,053 | Adjust Ending Balance |
| NATIONAL NIGHT OUT FUND | | | | | |
| 010 000 066 308 80 00 00 | | | | | |
| | Unreserved Beg Bal | \$ 3,661 | \$ (141) | \$ 3,520 | Adjust to actual |
| 010 999 066 508 80 00 00 | | | | | |
| | Unreserved End Bal | \$ 3,061 | \$ (141) | \$ 2,920 | Adjust End Balance |
| VICTIM RIGHTS FUND | | | | | |
| 011 000 051 308 80 00 00 | | | | | |
| | Unreserved Beg Bal | \$ 41,969 | \$ 780 | \$ 42,749 | Adjust to actual |
| 011 999 051 508 80 00 00 | | | | | |
| | Unreserved End Bal | \$ 43,069 | \$ 780 | \$ 43,849 | Adjust End Balance |
| VEHICLE REPLACEMENT FUND | | | | | |
| 016 000 220 308 80 00 00 | | | | | |
| | Unreserved Beg Bal | \$ 246,365 | \$ (294) | \$ 246,071 | Adjust to actual |
| 016 000 220 597 14 00 20 | | | | | |
| | Tfr to CE | \$ - | \$ 14,500 | \$ 14,500 | Correct Bdgt (7500), & PW Computers |
| 016 999 220 508 80 00 00 | | | | | |
| | Unreserved End Bal | \$ 335,365 | \$ (294) | \$ 335,071 | Adjust End Balance |
| D.A.R.E. FUND | | | | | |

BUDGET AMENDMENT No 1 - 2013
ORDINANCE NO. 1513

| | Account Description | Adopted Bdgt | Amendment | Amended Bdgt | Explanation |
|------------------------------|------------------------------|--------------|-----------|--------------|--------------------|
| 017 000 063 308 80 00 00 | Unreserved Beg Bal | \$ 10,900 | \$ 130 | \$ 11,030 | Adjust to actual |
| 017 999 063 508 80 00 00 | Unreserved End Bal | \$ 7,750 | \$ 130 | \$ 7,880 | Adjust End Balance |
| CDBG FUND | | | | | |
| 037 000 170 308 80 00 00 | Unreserved Beg Bal | \$ 44,462 | \$ (13) | \$ 44,449 | Adjust to actual |
| 037 999 170 508 80 00 00 | Unreserved End Balance | \$ 19,362 | \$ (13) | \$ 19,349 | Adjust End Balance |
| RESCUE UNIT ONE FUND | | | | | |
| 102 000 081 308 80 00 00 | Unreserved Reg Bal | \$ 6,430 | \$ (7) | \$ 6,423 | Adjust to actual |
| 102 999 081 508 80 00 00 | Unreserved End Bal | \$ 5,480 | \$ (7) | \$ 5,473 | Adjust End Balance |
| STREET FUND | | | | | |
| 103 000 130 308 80 00 00 | Unreserved Beg Bal | \$ 13,672 | \$ 31,095 | \$ 44,767 | Adjust to actual |
| | Total Revenue | \$ 13,672 | \$ 31,095 | \$ 44,767 | |
| STREET DEPT RESERVE | | | | | |
| 103 000 130 542 90 35 00 | Small Tools, Minor Equip | \$ 1,500 | \$ 1,435 | \$ 2,935 | Narrowband Radios |
| 103 999 130 508 80 00 00 | Unreserved End Bal | \$ 6,952 | \$ 38,876 | \$ 45,828 | Adjust End Balance |
| | TTL EXPENDITURES | \$ 8,452 | \$ 40,311 | \$ 48,763 | |
| DRUG ENFORCEMENT FUND | | | | | |
| 108 000 064 308 80 00 00 | Unreserved Beg Bal | \$ 57,396 | \$ 4,368 | \$ 61,764 | Adjust to actual |
| 108 000 064 333 20 60 00 | waspc - Traffic Safety Grant | \$ - | \$ 2,500 | \$ 2,500 | Car camera |
| | | \$ 57,396 | \$ 6,868 | \$ 64,264 | |
| 108 000 064 521 23 35 00 | Small Tools, Minor Equip | \$ 9,000 | \$ 6,000 | \$ 15,000 | Camera Equip |
| 108 999 064 508 80 00 00 | Reserved End Bal | \$ 48,546 | \$ 868 | \$ 49,414 | Adjust End Balance |
| | | \$ 57,546 | \$ 6,868 | \$ 64,414 | |
| AMBULANCE / EMS | | | | | |
| 120 000 084 308 80 00 00 | Unreserved Beg Bal | \$ 34,262 | \$ 23,033 | \$ 57,295 | Adjust to actual |
| 120 999 084 508 80 00 00 | Unreserved Ending Balance | \$ 33,167 | \$ 23,033 | \$ 56,200 | Adjust End Balance |
| EMS RESERVE | | | | | |
| 121 000 082 308 80 00 00 | Unreserved Beg Bal | \$ 38,384 | \$ (10) | \$ 38,374 | Adjust to actual |
| 121 999 082 508 80 00 00 | Unreserved End Balance | \$ 47,434 | \$ (10) | \$ 47,424 | Adjust End Balance |
| LODGING TAX FUND | | | | | |
| 130 000 211 308 80 00 00 | Unreserved Beg Bal | \$ 532,063 | \$ 3,853 | \$ 535,916 | Adjust to actual |
| 130 999 211 508 80 00 00 | Unreserved End Balance | \$ 527,683 | \$ 3,853 | \$ 531,536 | Adjust End Balance |

BUDGET AMENDMENT No 1 - 2013
ORDINANCE NO. 1513

| Account Description | Adopted Bdgt | Amendment | Amended Bdgt | Explanation |
|--------------------------------------|--------------------------|--------------|----------------|-----------------------------------|
| MUNICIPAL CAPITAL IMPROVEMENT | | | | |
| 202 000 240 308 80 00 00 | Unreserved Beg Bal | \$ 39,298 | \$ (2,623) | \$ 36,675 Adjust to actual |
| 202 999 240 508 80 00 00 | Unreserved End Bal | \$ 74,598 | \$ (2,623) | \$ 71,975 Adjust End Balance |
| SEWER O & M FUND | | | | |
| 400 000 140 308 80 00 00 | Unreserved Beg Bal | \$ 534,130 | \$ (14,385) | \$ 519,745 Adjust to Actual |
| 400 000 140 343 50 05 00 | Monthly to PUD | \$ 400,000 | \$ 40,000 | \$ 440,000 Increase for PVWTF |
| | | \$ 934,130 | \$ 25,615 | \$ 959,745 |
| 400 000 140 535 80 35 00 | Small Tools, Minor Equip | \$ 2,000 | \$ 950 | \$ 2,950 Narrow Band Radios |
| 400 000 140 535 10 41 10 | Consulting Engineering | \$ - | \$ 4,600 | \$ 4,600 Biosolids Study (Keller) |
| 400 000 140 597 00 35 41 | Transfer to 407 (PVWTF) | \$ 25,000 | \$ 93,000 | \$ 118,000 Loan Payment |
| 400 999 140 508 80 00 00 | Unreserved End Bal | \$ 694,300 | \$ (72,935) | \$ 621,365 Adjust end balance |
| | TTL EXPENDITURES | \$ 721,300 | \$ 25,615 | \$ 746,915 |
| | | | \$ 98,550 | |
| EQUIPMENT RESERVE FUND | | | | |
| 401 000 141 308 80 00 00 | Unreserved Beg Bal | \$ 35,211 | \$ 4 | \$ 35,215 Adjust to actual |
| 401 999 141 508 80 00 00 | Unreserved End Bal | \$ 55,311 | \$ 4 | \$ 55,315 Adjust end balance |
| SEWER LINE RESERVE | | | | |
| 402 000 142 308 80 00 00 | Unreserved Beg Bal | \$ 472,508 | \$ (83) | \$ 472,425 Adjust to actual |
| 402 999 142 508 80 00 00 | Unreserved End Balance | \$ 493,508 | \$ (83) | \$ 493,425 Adjust End Balance |
| SEWER CAPITAL REPLACEMENT | | | | |
| 403 000 143 308 80 00 00 | Unreserved Beg Bal | \$ 20,769 | \$ (14) | \$ 20,755 Adjust to actual |
| 403 999 143 508 80 00 00 | Unreserved End Balance | \$ 40,819 | \$ (14) | \$ 40,805 Adjust End Balance |
| SEWER RESERVE FUND | | | | |
| 404 000 144 308 80 00 00 | Unreserved Beg Bal | \$ 110,704 | \$ 714 | \$ 111,418 Adjust to actual |
| 404 999 144 508 80 00 00 | Unreserved End Balance | \$ 111,204 | \$ 714 | \$ 111,918 Adjust End Balanced |
| SEWER CONSTRUCTION | | | | |
| 405 000 145 308 10 00 00 | Reserved Beg Bal | \$ - | \$ 1,344,325 | \$ 1,344,325 Adjust to Actual |
| 405 000 145 308 80 00 00 | Unreserved Beg Balance | \$ 1,767,278 | \$ (1,767,278) | \$ - Correction |
| | | \$ 1,767,278 | \$ (422,953) | \$ 1,344,325 |
| 405 000 145 594 35 63 10 | Design Engineering | \$ - | \$ 9,860 | \$ 9,860 Relocate Headworks Bldg |
| 405 000 145 508 10 00 00 | Reserved End Balance | \$ 2,207,878 | \$ (432,813) | \$ 1,775,065 Adjust End Balance |
| | | \$ 2,207,878 | \$ (422,953) | \$ 1,784,925 |

BUDGET AMENDMENT No 1 - 2013
ORDINANCE NO. 1513

| Account Description | Adopted Bdgt | Amendment | Amended Bdgt | Explanation |
|-------------------------------------|--------------------------|------------|--------------|-------------------------------|
| SEWER REVENUE BOND | | | | |
| 406 000 146 308 80 00 00 | Unreserved Beg Balance | \$ 4,315 | \$ 37 | \$ 4,352 Adjust to actual |
| 406 000 146 508 80 00 00 | Unreserved End Balance | \$ 6,215 | \$ 37 | \$ 6,252 Adjust End Balance |
| PWTF LOAN | | | | |
| 407 000 147 308 80 00 00 | Unreserved Beg Bal | \$ 22,802 | \$ 4,998 | \$ 27,800 Adjust to Actual |
| 407 000 147 397 00 35 41 | Transfer from 400 | \$ 25,000 | \$ 93,000 | \$ 118,000 Cover Loan Payment |
| | | \$ 47,802 | \$ 97,998 | \$ 145,800 |
| 407 000 147 582 35 72 20 | PWTF Loan Principal | \$ - | \$ 117,500 | \$ 117,500 Loan Payment |
| 407 000 147 592 35 83 20 | PWTF Interest | \$ 30,000 | \$ (25,200) | \$ 4,800 Loan Interest |
| 407 999 147 508 80 00 00 | Unreserved End Balance | \$ 17,802 | \$ 5,698 | \$ 23,500 Adjust End Balance |
| | | \$ 47,802 | \$ 97,998 | \$ 145,800 |
| SRF LOAN | | | | |
| 408 000 148 308 80 00 00 | Unreserved Beg Bal | \$ 2,307 | \$ 43,256 | \$ 45,563 Adjust to Actual |
| 408 999 148 508 80 00 00 | Unreserved End Balance | \$ 20,182 | \$ 43,256 | \$ 63,438 Adjust End balance |
| STORMWATER FUND | | | | |
| 409 000 049 308 80 00 00 | Unreserved Beg Balance | \$ 24,547 | \$ 35,638 | \$ 60,185 Adjust to Actual |
| 409 999 049 508 80 00 00 | Unreserved End Balance | \$ 17,113 | \$ 35,638 | \$ 52,751 Adjust end Balance |
| SANITATION O & M FUND | | | | |
| 410 000 150 308 80 00 00 | Unreserved Beg Bal | \$ 229,916 | \$ (20,127) | \$ 209,789 Adjust to actual |
| 410 000 150 535 80 35 00 | Small Tools, Minor Equip | \$ 500 | \$ 2,870 | \$ 3,370 Narrow Band Radios |
| 410 999 150 508 80 00 00 | Unreserved End Balance | \$ 8,121 | \$ 22,955 | \$ 31,076 Adjust End Balance |
| | TTL EXPENDITURES | \$ 8,621 | \$ 25,825 | \$ 3,370 |
| SANITATION EQUIPMENT RESERVE | | | | |
| 411 000 151 308 80 00 00 | Unreserved Beg Bal | \$ 155,638 | \$ (36) | \$ 155,602 |
| 411 999 151 508 80 00 00 | Unreserved End Bal | \$ 175,838 | \$ (36) | \$ 175,802 |
| TOTAL REVENUES | | | | |
| | | \$ | \$ | \$ 42,500 |
| TOTAL EXPENDITURES | | | | |
| | | \$ | \$ | \$ 125,965 |
| Other Rev | | \$ | \$ | \$ 100,000 |
| Other Exp | | \$ | \$ | \$ 107,500 |

Agreement Number: _____

DES Use Only

MASTER CONTRACT USAGE AGREEMENT

This Master Contract Usage Agreement (the "Agreement") is made pursuant to Chapter 39.34 of the Revised Code of Washington, and other applicable laws, by and between the state of Washington (the "State"), acting by and through the Department of Enterprise Services ("DES"), an agency of the State, and _____,

Entity Name

a state agency, or local or federal agency or entity, or public benefit nonprofit corporation, or any tribe located in the State ("Buyer").

1. **Purpose:** The purpose of the Agreement is to establish the terms and conditions for when Buyer purchases or acquires goods and services for its direct use under contracts entered into by DES that permit such use ("Master Contracts").
2. **Duration:** This Agreement will become effective on date of execution, and will continue in full force and effect until thirty (30) days following receipt of written notice from either party cancelling this Agreement.
3. **Agreement Contact Information:** Contact person to whom contract documents and related communications are to be mailed or faxed.

| | | |
|---|--------|------|
| Organization Name: | | |
| Tax Identification Number: | | |
| Unified Business Identifier <i>Required for Non-Profit:</i> | | |
| Contact Name: | | |
| Title: | | |
| Address: | | |
| City: | State: | Zip: |
| Phone Number: | | |
| Email Address: | | |

4. **Cancellation of Agreement:** This agreement can be terminated by either party upon 30 days written notice provided to DES at:

Email to: mcua@des.wa.gov

OR Mail to: WA Dept of Enterprise Services
MCUA, Attn: Kris Gorgas
P.O. Box 41409
Olympia, WA 98504-1409

5. **Financial Responsibility:** Buyer will deal directly with the Master Contract contractor, supplier, or service supplier ("Contractor") for any purchases Buyer makes pursuant to this Agreement and under a Master Contract. DES does not accept any responsibility, financial or otherwise, for any purchase Buyer makes under a Master Contract.

- 6. Compliance with Other Laws: Each of the parties will comply with all applicable federal, state, and local laws and regulations governing its own purchases.
- 7. Master Contract Audits: Buyer agrees to cooperate with DES, the Office of the State Auditor, federal officials, or any third party authorized by law, rule, regulation or contract, in any audit conducted by such party related to any Master Contract(s) that Buyer has made purchases from pursuant to this Agreement, including providing records related to any purchase from a Master Contract. In addition, Buyer agrees to provide, upon request from DES, documentation to confirm its eligibility to use Master Contracts.
- 8. Dispute Resolution: If there are any disputes between Buyer and a Contractor, Buyer agrees to (a) provide DES written notice of the nature of the dispute; and (b) unless otherwise provided in the Master Contract or as set forth below, work in good faith with the Contractor to resolve the dispute without the involvement of DES. DES may, upon request, review and assist in the resolution of a dispute, and if DES chooses to do so, the Buyer will cooperate with DES in that resolution process.

In its sole discretion, DES may, but is not obligated to, upon written notice to Buyer, resolve disputes with a Contractor on behalf of Buyer and all other state, local, and federal agencies, local governments, and public benefit nonprofit corporations with similar or related disputes with such Contractor.

- 9. No Separate Entity: No separate legal or administrative entity is intended to be created by, or for the administration of, this Agreement.
- 10. Hold Harmless: Each party agrees to defend, indemnify, and hold the other party harmless from any claim arising from such party's sole negligent, reckless, or willful misconduct.
- 11. Entire Agreement: This Agreement sets forth the entire agreement between the parties, and supersedes any other prior written agreements between the parties, with respect to the subject matter hereof.

IN WITNESS WHEREOF the parties having read this Agreement, agree to it in each and every particular, and have executed it below.

APPROVED

APPROVED

WASHINGTON STATE
 DEPARTMENT OF ENTERPRISE SERVICES

 Entity Name

 Signature
 Roselyn Marcus, Assistant Director

 Name/Title

 Date

 Entity Name

 Signature

 Name/Title

 Date

Memorandum of Understanding



City of Clarkston and Local 1476-C

Through the collective bargaining process, the City of Clarkston ("Employer") has implemented and adopted the HRA VEBA Medical Expense Plan ("Plan"). Employer agrees to contribute to the Plan on behalf of all employees in Local 1476-C, a collective bargaining group ("Group"), defined as eligible to participate in the Plan. Each eligible employee must submit a completed and signed Enrollment Form to become a Plan participant and be eligible for benefits under the Plan.

Contributions on behalf of each eligible employee shall be based on the following currently selected funding sources/formulas:

- Sick, vacation, floating holiday, and comp leave cash-outs upon separation from service or retirement.** Eligibility is limited to employees who retire or separate from service with leave cash-out rights during the term hereof. Employer contributions shall include the entire cash-out value of all unused leave days (sick, vacation, floating holiday, comp, etc.) accrued and available for cash-out upon retirement or separation from service per negotiated agreement or Employer policy.

The term of this agreement shall be from _____ to December 31, 2013. This agreement may be modified each year and/or at contract settlement by Local 1476-C and per the terms of the VEBA administrator.

Local 1476-C

Date

City of Clarkston

Date