

**OPENING OF COUNCIL MEETING**

Mayor Yaeger opened the remote and in person council meeting at 7:00pm. The council members present were Michelle Plumb, Dennis Chamberlain, Mike Schrag, Jen Verhey, Jessica Quinn, and Garrett Blauert. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, Public Works Director Dave Breazeale, City Police Chief Dave McCormick, and City Attorney John Kragt. City Council Member William Green and City Fire Chief Joel Bell were absent. Also, present were Linda Schrag, Amy Galbreath, Derek & Susan Schafer, Brian Bothun, Don Sanger, Dale Galbreath, Kellie Kragt and Dale Brown from the Cheney Free Press.

**ACCEPTANCE OF THE CONSENT AGENDA**

Mayor Yaeger asked if there were any corrections or additions to the consent agenda. Council Member Jessica Quinn made a motion to approve the consent agenda for April 16th, 2024, as presented. Council Member Mike Schrag seconded the motion. Motion passed 6-0.

**PUBLIC REQUESTS AND COMMENTS-** Don Sanger from 1302 Weber Ave stated he was at the meeting for three issues. He said he has been to the council meetings three times in 10 years and has asked two of the same questions that he will ask again. 1) He asked previously to have a speed sign put on Weber Ave. There are speeds signs in the other areas of this city that have heavy traffic. In the prior two times asked, he was told the city might think about it, but the city just didn't have any money. Chief McCormick responded by saying he has applied for grants through the Traffic Safety Commission and two of the signs were granted close to the whole amount for each sign. He applied for a third year in a row, and received a letter from them that said we appreciate your letter, and we would like to fund your request, but we have to fund other agencies across the state. Sanger stated he offered to pay for one out of his own pocket and received no response. He said that tells him it is not a priority. 2) Sanger stated that when he gets billed for 599 cubic feet and does not use that amount, why should he pay for it? He stated there are a lot of people in this community that cannot afford to pay the city for something they don't get. Mayor Yaeger stated the charge is for 0-599 cubic feet, that is the base rate, whether you use 4 cubic feet or 30. Council Member Mike Schrag stated it also pays for infrastructure which is necessary. Don last statement was, "bill me for what I use, I will pay for what I use."

**PROCLAMATION**

- A. **Arbor Day-** Mayor Yaeger read the Official Proclamation out loud.

**ACTION AGENDA**

- A. **Kragt 1008 S Palouse Street Variance Public Hearing, Ordinance No. 2179-**Mayor Yaeger opened the public hearing at 7:18pm. The purpose of the hearing was for the City Council to hear and consider the pertinent facts relating to the street vacation. Property owners John & Kellie Kragt have submitted a petition for a street vacation of 15 feet in Block 51, Adams County Land Company Addition to the City of Ritzville. The Planning Commission has reviewed the petition and has determined the vacation is in compliance with the Ritzville Comp Plan and meets the requirements and intent of the Ritzville Municipal Code Chapter 11.235 Vacation and Alternation. The Planning Commission has passed Resolution No. 2024-03 recommending a hearing on said petition in front of the

city council and recommends approval of an ordinance to vacate the 15 feet of the street. Mayor Yaeger asked the staff if there were any written comments received by 5:00 today. Clerk-Treasurer Julie Flyckt stated she had provided the written comments on the top of the packets. It's not necessarily a formal comment, but Kris Robbins with the school district provided some information. Her email stated the school district has no issues with the vacation. Mayor Yaeger asked if there were any comments from the public. John Kragt stated he and his wife submitted the petition to vacate 15' along their property line. They had a survey done when the new residence was built next to them, and it was determined that the power lines that run all the way to Palouse street are partially on their property and on their property as well. The other side of this property is actually owned by the school district, so they didn't ask for a full vacation. They think it is important that the city retains a 40' right of way up there as it is obviously a dead end. With no further discussion the public hearing for the 1008 S. Palouse Street Vacation was closed at 7:16pm. Council Member Dennis Chamberlain made a motion to approve Ordinance No. 2179, an ordinance of the City of Ritzville, WA vacating 15' of Palouse Street in Block 51, Adams County Land Company Addition to the City of Ritzville. Council Member Mike Schrag seconded the motion. Council Member Michelle Plumb opposed. Motion passed 5-1.

- B. City Comprehensive Plan Public Hearing, Ordinance No. 2180-**Mayor Yaeger opened the public hearing for the City Comprehensive Plan, Land Use, and Zoning Periodic Update at 7:18pm. The purpose of the hearing was for the City Council to hear and consider the pertinent facts relating to the plan. The comprehensive plan has been updated to guide the growth and development of the City of Ritzville for the next 20 years. Although communities in Adams County are not planning under the full provisions of the Growth Management Act, the City of Ritzville has elected to update its comprehensive plan in a manner consistent with the requirements of the act as summarized in the plan. This is a mid-year update as the state requirement update is due by June 30<sup>th</sup>, 2027. A housing element was added to the comprehensive plan with data from the Housing Action Plan completed in 2023, which shows the need for a variety of housing types for all income levels, with a specific focus on the need for senior and affordable housing. There is a future mixed use land use added to the comprehensive plan, which is intended to promote the development of integrated multi-use areas that permit a variety of residential types and compatible businesses in close proximity to each other. The action steps have also been expanded to include current and future city and community projects. The Planning Commission has worked with the city staff, council members, mayor, community groups, and the public to draft the plan and held the first public hearing in front of the commission on March 13<sup>th</sup>, 2024. The Planning Commission has passed Resolution No. 2024-02 recommending the council review and approve the comprehensive plan, land use, and zoning periodic update and conduct the second public hearing. Mayor Yaeger asked if there were any written comments received by 5:00pm today. Clerk-Treasurer Julie Flyckt stated she had provided all the comments that were received to the council members. There was an email from Kris Robbins suggesting some minor changes having to do with adding the word partnership. There is also a verbal comment from Greg Figg from WSDOT, that he did not put in his written comments to update the transportation type of level service change from a C to a D. The formal comment provided is to change urban growth area to the word's future annexation area. Mayor Yaeger asked if there were any comments

from the public. Tom Reese from Spokane, WA, project manager with Derek & Susan Schafer on the Grainland Acres Project expressed their support for the Ritzville Comprehensive Plan and encouraged its adoption. The work done by city planning, historic commission, city staff, planning team the citizens of Ritzville and the council are to be commended for creating a forwarded thinking plan that articulates a very exciting vision for Ritzville's future. In particular he wanted to apply the inclusion of language that supports the historic downtown and encourages parks and recreation and infrastructure improvements. As a former Spokane City Planner, Economic Director, Plan Commission Member and Project Manager for the Kendell Yards Project in Spokane and the University District, he knows firsthand how a city can articulate its vision for future growth as well as policy and regulation. They look forward to working with the council and city staff to review and reconsider the traffic impact fee structure as well as create the new zoning plan in the development code. Clerk-Treasurer Flyckt stated she will set up a meeting with the Department of Commerce and city planning contractor to discuss changing urban growth area to future growth area in the plan. With no further discussion the public hearing for the Comprehensive Plan, Land Use, and Zoning Periodic Update was closed at 7:30pm. Council Member Dennis Chamberlain made a motion to postpone the adoption of the ordinance of the Comp Plan, Land Use, and Zoning Periodic Update until the next meeting. Council Member Mike Schrag seconded the motion. Motion passed 6-0.

- C. Ritzville Festivals Bronco Day Street Closure Request-**Clerk-Treasurer Julie Flyckt stated the street closure request was provided in the council packets. Corey with Ritzville Festivals had some email communication with Chief McCormick regarding some changes to the street closure. Chief McCormick stated the only concern he had is that Corey had requested all the cross streets on Main be closed during that period of time. Chief McCormick told him there has to be one of the cross streets one open for emergency services. Cory asked if Columbia Street would be satisfactory and Chief McCormick told him that would be fine. Chief McCormick thinks the Eagles are working on a beer garden on Friday night also. Council Member Jessica Quinn made a motion to approve the Bronco Day Street closure for Saturday, May 25<sup>th</sup> from 7:00am-5:00pm. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.
- D. Development Code Phase 2 Update Agreement Amendment No. 1-SCJ Alliance-**Clerk-Treasurer Julie Flyckt stated this is a request to amend the agreement for updating the development code. The amendment is due to adding a mixed-use zone to our code, as outlined in the comprehensive plan. The amendment is adding \$8,985 to the current contracted amount from the Local Coronavirus Recovery Fund. Council Member Michelle Plumb made a motion to approve Amendment No. 1 for professional services between SCJ Alliance and the City of Ritzville in the amount of \$8,985 to be pulled from the Local Recovery Funds. Council Member Jen Verhey seconded the motion. Motion passed 6-0.
- E. Ritzville Memorial Cemetery GIS Mapping Grant Agreement- Department of Archaeology and Historic Preservation-** Mayor Yaeger stated the agreement is for the dollar amount granted and it doesn't include the amount that will be paid by the city from the Coronavirus Funds. It was noted the person signing the contract needs to be updated to be the mayor instead of the Clerk-Treasurer. Council Member Michelle Plumb made a motion to approve the mayor to sign the corrected agreement between DAHP

## DISCUSSION AGENDA

- A. Solar Project On-Site Meeting Reviews**-Postyn from Synergy stated his company was selected by the city for the Solar Plus Storage Grant. They wanted to give a quick update on where the project is at so far. A few weeks ago, there was a kickoff meeting where goals and priorities were discussed. From that discussion, they started looking at a few buildings to include the Golf Course Club House, City Hall, Library, and the Sewer Lift Pumps. The next steps are to analyze the library utility bills and do some regulatory consultation with Andie Lorenz with the county, about historic building codes and egress fire codes. They are currently working on the 60% design. Once they have that done in the next few weeks, they will be scheduling the 60% meeting with the city, where they will put the design on each of those four spots and then narrow it down to the one that makes the most sense to carry forward to the 100% design.
- B. Jan-March Financial Quarterly Report**-Clerk-Treasurer Julie Flyckt reported on revenue and expenditures, and the 2020-2024 monthly revenue comparison for selected funds. The revenue is always behind in the first quarter due to the majority of taxes are received in April. Flyckt stated at this time, the finances are on target and there are no concerns.

**MAYOR UPDATES:** Mayor Yaeger stated he sent the agreement, job description, and draft advertisement to WASPIC for the Chief of Police position. Mayor Yaeger worked on a draft agreement for the Ping Pong table in the park last Friday and sent it to Parks & Rec Committee and John Kragt for their review and comments. Dave Breazeale and Mayor Yaeger reviewed the documents that Mark DeWulf had pertaining to water rights. They looked at all of the documents in that folder and scanned those to Mike Connelly on April 5<sup>th</sup> for his review. There is a new HVAC system going in at city hall and the golf course HVAC should be complete tomorrow. Dave has also received two bids for the windows at the golf course and is waiting on the third bid. Since the city is getting quotes for the golf course, they are providing quotes for city hall as well.

## DEPARTMENT UPDATES

- A. City Attorney**-John Kragt stated he attended a meeting yesterday with Chief McCormick, Mayor Yaeger and Julie Flyckt. The city has a partnership with the county for E 911 dispatching services and jail incarceration. In the past it has been a difficult contract, and the Chief has put a lot of time into it. The way the meeting went yesterday was really encouraging, and we may have found some potential savings.
- B. Public Works**-Public Works Director Dave Breazeale stated the crew is getting everything ready for Spring. The contracted mower started last Monday, and he is getting all of the city lots done. The irrigation and fountains are getting turned on. The crew were doing a water tap today down on Alder and they had a hard time finding where the valves were. We will get back to the 1<sup>st</sup> Ave trees tomorrow after they finish the water tap.

- C. Police**-Chief Dave McCormick stated Officer Brandon is set to attend basic academy in Spokane on May 1<sup>st</sup>. The final authorization and acceptance letter was received on the 14<sup>th</sup>. Officer Robby completed his training successfully and is now a field training officer certified by the State Training Commission. He is also scheduled for surgery on the 24<sup>th</sup> and will be out at least a week and then they are having a baby around the 9<sup>th</sup> of May. Officer Robby's vehicle went into limp mode when he was headed to training about 6:30 am in the morning, he had to come back and get a different one. Dave's crew put it on the trailer and took it back to Spokane. They are having a hard time trying to find Ford catalytic converters, but they are on backorder and the car may be down for a while. Chief McCormick stated he will get a price for the speed sign and write Don Sanger a letter to see if he wants to pay for it as he suggested during the meeting.
- D. Clerk/Treasurer**-Clerk Treasurer Julie Flyckt stated she attended the Washington Public Treasurers Association Conference last week. They had some phenomenal sessions this year which included tax increment financing, investments, and the most interesting session was about artificial intelligence. The first meter reads occurred this month and the bills went out last Friday. The folding machine on the copy machine cut time preparing bills in half. Maverick's General Contractor and their Sub-Contractor have started to break ground this week. Les Schwab is still responding to the items they need to complete for their building permit.

Dennis Chamberlain stated the PDA contractors will be coming in the next week or two. That means they may be using a few of the spots on the Plaza and they will try to keep things as little disruptive as possible.

**ADJOURNMENT**-With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in person meeting at 8:20pm.



Michelle Asmussen, Deputy Clerk-Treasurer II