

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, Jen Verhey, William Green (remote), Jessica Quinn, and Mike Schrag. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, Public Works Director Dave Breazeale, and Interim Police Chief Bill Benner. City Fire Chief Joel Bell, Council Member Brooke Scheel, and City Attorney John Kragt were excused. Also present were Linda Schrag, Brian Bothun, Rod Larse, and Derek & Susan Schafer.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Yaeger asked if there were any corrections or additions to the consent agenda. Council Member Mike Schrag made a motion to approve the consent agenda for February 4th, 2025. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

PUBLIC REQUESTS AND COMMENTS-Mayor Yaeger asked if there was anyone from the public who would like to comment. With no comments, Mayor Yaeger moved on.

ACTION AGENDA

- A. Intent to Annex Meeting-Grainery District-**Derek Schafer stated the portion they are asking the city to annex is labeled ownership 1. The property lies just south of the current property they are developing that is already in the city. The reason for the intent to annex is because after some discussion with Mayor Yaeger they were considering how to get the storm water to leave the first part of the project and run downhill so it does not go into the county's jurisdiction. They don't anticipate a lot of growth for that property, as it is quite removed from the area they will develop first. Clerk-Treasurer Julie Flyckt showed the council the steps for annexation using the Sixty Percent Petition Annexation Method as to be eligible the petitioner must own 60% of the property, and since Schafers are the only owners of the property, they qualify. The first step is a meeting for the intent to annex, which was the purpose of tonight's meeting. The city will need to accept, reject or geographically modify the proposed annexation. Determine whether it will require the simultaneous adoption of a comprehensive plan, if such a plan has been prepared and filed as provided for in RCW 35.13.177 and 35.13.178. It also includes determining whether it will require the assumption of all or any portion of existing city indebtedness by the area to be annexed. After the letter of sufficiency is complete with the Adams County Assessor office, there will need to be two public hearings scheduled 30 days apart. Council Member Michelle Plumb made a motion to accept the proposed annexation required simultaneous adoption of the comprehensive plan and require assumption of all or any portion of the city indebtedness of the area to be annexed by the city by the Grainery District. Council Member Jessica Quinn seconded the motion. Motion passed 6-0.
- B. Ritzville United 110 Fund Request-**Mayor Yaeger stated at our last council meeting their request was held up due to needing proof of being a non-profit. Clerk-Treasurer Julie Flyckt stated in the packets is their State of Washington non-profit status. Cory Bartlett, President of Ritzville United also provided a budget for Ritz Fest Music. The total projected revenue is \$2,500. Council Member Mike Schrag made a motion to allocate the \$8,000 for Bronco Days and \$10,000 for Ritzfest events to Ritzville United from the 2025 110 Tourism funds. Council Member Dennis Chamberlain seconded the motion. Council Member Jessica Quinn stated she just wanted it on record before she voted that her biggest concern is the biggest part of their budget is for bands. Council Members Michelle Plumb and Jessica Quinn opposed. Motion passed 4-2.

THE CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING FEBRUARY 4TH, 2025
DISCUSSION AGENDA

- A. Development Fees: System Development Charges (SDC) and Traffic Impact Fee (TIF)-** Council Member Michelle Plumb stated the Public Works Committee had a productive meeting. Most of the council is in favor of the mayor's suggestion on the water fees so they focused on the traffic impact fees updated from Ardurra and figuring out what they can do with the sewer. The TIF is based on two projects for the roundabouts at Weber and the Division off ramp. Mayor Yaeger requested showing the shared path project as well. Property Owner Derek Schafer wanted to know, just given the consideration of the annexation and any future annexation, what would be the process for new development. Mayor Yaeger stated the number of trips. Right now, everything that is in the city that is affected by that intersection is involved. If South of Weber Rd gets annexed, then those trip generations would be included on top of the 920 which would potentially reduce that fee. Council Member Plumb stated the sewer was kind of a big question mark but focused on the small chunk of sewer line that needs to be added to meet the city's 20-year growth requirements. It is called the Grant Street extension, and it goes from 4th Ave to 1st Ave and it is an 8" line. On the SDC charge you can see it dropped down from \$8,347 to \$1,287 fee. Mayor Yaeger stated he felt it would be the council's wishes to move this forward through the public hearing process, establish these fees, and then for the TIF, through an ordinance or resolution to adopt a fee to include a new section in the development code. Clerk-Treasurer Julie Flyckt stated on the TIF, since it will be additional to the development code, it we need to go to planning commission for review then to council. The consensus of the council was to set the public hearing for the 4th of March 2005 for the system development charges only.

CORRESPONDENCE: There was no correspondence.

COUNCIL COMMITTEE UPDATES

- A. License, Rules and Permits-**Council Member Dennis Chamberlain read a statement that he wrote as follows. The development code has been one of the committee's tasks for the last two years. The code requires both planning commission and council approval for its implementation. That's the reason license & rules is monitoring it and insisting on our input be heard. We are there to represent the council's interest in the process. To that end, license & rules met with SCJ Alliance, the mayor and city clerk on the 30th of January. The meeting went well, and we hope our suggested edits will be taken to heart. SCJ Alliance was not on the same page as the committee, and we hope their realization of this will allow them to finally move forward to deliver a product that is power able for council approval. During the meeting Aren from SCJ Alliance even stated we should have done this a year ago. The committee has hope for progress, but our experience today has been disappointing at best. We supplied mostly minor but important edits to SCJ Alliance last July. Our efforts have been mainly clarifying who is responsible for each section of the code. Over the last six months and two interventions at planning commission, we were provided with a document that had almost entirely disregarded our input. Since the meeting, each member of the committee has spent days reviewing, we met last night for five hours to put together another review to get to SCJ Alliance so they can fix this document prior to the 12th of February planning commission meeting. We ask, moving forward, that SCJ Alliance collaborate and meet with the committee on all development code work. Clerk-Treasurer Julie Flyckt stated she wanted to give some history on this. The development code first came to license & rules and to the city through the work of Mike Connelly's office to help

THE CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING FEBRUARY 4TH, 2025

restructure the code. We gave edits to Connelley's office at that time, and when it came back to us, it was just the structure that was updated, and the other items were not included in the code update. Then the development code update project went to SCJ Alliance to help go through the work that Connelley's office did and then the license and rules committee took that draft to look at it with their edits too. At that time, we started working with the planning commission finalizing the comp plan to include the mixed-use zone. Then Flyckt had SCJ Alliance focus on the mixed-use zone to move that forward. The plan was to do the mixed-use zone update first and then come back and work on all of the development code updates. It was at a planning commission meeting where Dennis said no wait a minute, we want to include all the edits that we have done as a committee, so then it went back to the license and rules committee, with the new mixed-use zone. Dennis stated he wanted the mixed-use zone to go through with their edits. Council Member Michelle Plumb stated 10.10 is still out there we must review the employee questions for procedure.

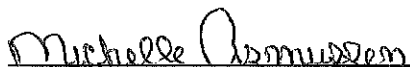
- B. **Finance and Employee Benefits**-Council Member Mike Schrag stated they went over the bills and did the things they usually do. They also brought up investments, and they are going to take a look at those and see if other investments can boost some revenue. They are working with Rick on the garbage contract, they have one meeting left to go.
- C. **Health and Wellness**-No report.
- D. **Public Safety**-There will be a meeting on Thursday.
- E. **Public Works**-Council Member Michelle Plumb stated she would have something next meeting about the Transportation Benefit District.
- F. **Parks and Recreation**-No report.
- G. **Personnel Committee**-There is a meeting on February 13th.

MAYOR UPDATES- Mayor Yaeger stated there are no mayor updates.

DEPARTMENT UPDATES

- A. **City Attorney**-No report as John Kragt was excused.
- B. **Public Works**-Public Works Director Dave Breazeale stated the city had its real first snowfall this morning, so the crew and Breazeale were out plowing early. At about 6:00 am there was a water line break at Life Care Center. It broke to the point where it had been leaking for several hours, and it flooded the basement at Life Care. The leak was in the mechanical room, and they had a floor drain in there, so I don't think anything really got hurt in there. There are four new 4-way flashers on the signs up on the 4 ways stop at Weber Ave and Hwy 261 that are on during the daytime too. The crew also installed signs at Homestead Ave and Hwy 261 yesterday.
- C. **Police**-Bill Benner stated they have been busy with calls. Council Member Jessica Quinn went on a ride along last Sunday.
- D. **Clerk/Treasurer**-Clerk Treasurer Julie Flyckt stated she is working on the city code chapters 10 and 11. The sanitation fees that were adopted last year and were adopted as part of our 2025 fee schedule required a 45-day notice. Since the city does estimates in the wintertime, the crew will read meters in March whereas the April bill will show the difference on the estimate. Then in April the sanitation fees increase will take effect and show on the May bill.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in person meeting at 8:12pm.


Michelle Asmussen, Deputy Clerk-Treasurer II