

OPENING OF COUNCIL MEETING

Council Member Michelle Plumb opened the remote and in person council meeting at 7:00pm. Council members present were Marsha Smith, Mike Schrag, Dennis Chamberlain, Dede Boyer (remote), and Scott Yaeger. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen, City Police Chief David McCormick, City Attorney John Kragt and Public Works Director Dave Breazeale. Mayor Linda Kadlec, Council Member Debbie Chapman and City Fire Chief Joel Bell were excused. Also present were Jessica Quinn, Derek & Susan Schafer, and Dale Brown from the Cheney Free Press.

ACCEPTANCE OF THE CONSENT AGENDA

Council Member Michelle Plumb 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 May 16th, 2023, as presented. Council Member Marsha Smith seconded the motion. The motion passed 5-0. Council Member Dede Boyer joined remotely during public comments.

PUBLIC REQUESTS AND COMMENTS- Council Member Michelle Plumb stated the city has received a written comment from Derek Schafer regarding the Traffic Impact Fee which is on the agenda. Mr. Schafer has reached out to potential businesses and home builders that have an interest in coming to Ritzville and feel the proposed traffic impact fee is too high. The full written comments with the traffic impact fee examples from the other cities are in the council packets for further information. Derek Schafer then spoke and stated this is evidence of the feelings he has that the TIF is not quite ready. He thinks more thought needs to be put into it, without getting too deep into specifics on the numbers, his message to council would be there is a place for Ritzville to participate with private developers in a way that can use Ritzville's status as a public entity to facilitate some projects that need to be done to allow growth to be done in Ritzville. Mr. Schafer thinks that can be done with the idea of development paying for development still in play. When the traffic threshold is broken the person who potentially will break it will be responsible for those improvements.

ACTION AGENDA

- A. Housing Action Plan, Resolution 2023-05-** Clerk-Treasurer Julie Flyckt stated Aren with SCJ Alliance has added the appendix section to include assessment steps to track implementing the plan. It is a tracking tool that can be modified as the project progresses. There was a public hearing in front of the Planning Commission and the City Council has had a chance to review. This is the point to adopt the Housing Action Plan which we have to do by June. Council Member Michelle Plumb noted there on page 6 it listed one of the Lind schools being in Ritzville. Council Member Dennis Chamberlain made a motion to pass Resolution 2023-05, A Resolution of the City of Ritzville, adopting the Housing Action Plan for the City of Ritzville with the edits of correcting location of the school on page 6 for line-item Lind Elementary School and delete the Lind on the next line and leave the Ritzville Middle School. Council Member Mike Schrag seconded the motion. Council Member Scott Yaeger made a motion to amend the previous motion to just correct the lines, Lind, and Ritzville as both have an Elementary School. Council Member Dennis Chamberlain seconded that motion. The amended motion passed 6-0. Council Member Michelle Plumb went back to the original motion for a vote. Motion passed 6-0.

- B. Historic US 10 Stencil Project-** Public Works Director Dave Breazeale stated John Rankin has provided the Historic US 10 stencil. Rankin is asking to have the Historic 10 on 1st street alternating every other block going one way and then in reverse going the other direction, kind of like the Bronco hoof prints on Bauman Rd. Breazeale stated the crew does not have the time to paint them, and they don't have the time to maintain them either. The council discussed how to make the project more manageable by reducing the number of stencils on the road due to limited crew time and pending TIB road projects. Council Member Scott Yaeger made a motion to approve one Historic US 10 stencil to be placed at each end of town, East/West on 1st Avenue, in 2024. Council Member Mike Schrag seconded the motion. Motion passed 6-0.

DISCUSSION AGENDA

- A. Traffic Impact Fee-** Council Member Scott Yaeger stated after he received the information from Derek Schafer about the different city's traffic impact fees and started to think about options for the fee. Some options could be to take those projects off and and have no projects and development pays for development and deals with the DOT. Even if it wasn't for these projects, if it was something on Weber Rd, right now that is in the county so they would have to pay for all the improvements. Another option would be, the City of Ritzville has no streets involved in the south roundabout, pull the south roundabout out and now you have the cost of \$3.75 million for the north roundabout which in the original technical memo was \$4,080 per trip. Another option is to pull the south roundabout out because that is DOT's Road as they own HWY 261 and the off ramp. Then reduce the \$4,080 by having the City's existing trips included in there and that would reduce the fee to \$2,721. Derek Schafer stated he spoke to Greg Fig today and he said there are many examples of municipalities applying for a grant in cases like this where they don't have any ownership or property or annexation next to it. He said Ritzville would be in a pole position for applying for a grant. Schafer continued there has to be a way for Ritzville to help itself grow because if we don't do it now, in 10 years we will be right here in the same spot, saying what we can do to get Ritzville to grow. Doing nothing will get us exactly where we are to this point.
- B. Golf Rates Increase-**Council Member Mike Schrag stated it has been since 2016 since we looked at the golf rates and increased the fees. The Finance Committee set that as a priority and has been working with the Ritzville Golf Association (RGA) and Golf Manager Dan Duff trying to come up with some new figures for fees. The next step is council review and moving it forward to a public hearing. The committee looked at 27 other golf courses to compare golf fees in the area. Clerk-Treasurer Julie Flyckt stated the Finance Committee is recommending the golf fees do not include the 8% sales tax or the 3% credit card charge. Dan Duff and Flyckt have requested all of the fees are included in the price, but the fees shown which will go to public hearing have the fees separate. City Attorney John Kragt stated 20% of the play is on Mondays and that is not the most popular day to play golf, but it is higher because of the \$10 rate. If the other fees are raised and the rate for Mondays stays the same, more people are going to play on Mondays. The Golf Course in St. John is \$18 no matter how many holes you play and that's why a lot of people from Spokane go there to play. Council Member Mike Schrag made a motion to set a public hearing for the new golf rates on June 20th at 7:00pm. Council Member Dennis Chamberlain seconded the motion. Motion passed 6-0.

- C. Jan-April 2023 Financial Report-**Clerk-Treasurer Julie Flyckt stated she provided a Jan-April and then a Jan-May report to show how property tax for the first quarter was receipted in May. From this point moving forward you are going to see where the budget is going to be more in line with what the percentage numbers should be. The finance committee, Mayor, and Flyckt are also keeping an eye on the cemetery fund because the ending balance is getting lower. There is a transfer planned in the budget from the cemetery reserve that Flyckt can go ahead and do that transfer, that will help with the balance. The finance committee is going to take a look at the cemetery fees and discuss increasing those fees to help with cemetery operating expenses.

MAYOR UPDATES: There were no mayor updates.

DEPARTMENT UPDATES

- A. Public Works-** Public Works Director Dave Breazeale stated he met with Avista last Friday to discuss the EV charging station that will be behind the bathrooms downtown. They will be providing a bid for the EV Chargers, installation, and paving the lot. Breazeale completed the annual consumer confidence report (CCR) and the city is back down to an 11% water loss, which is a lot better than the 40% reported last year. The booster pump at the golf course went out again, and it was just replaced last year. It got wet and it is supposed to be a self-contained unit and not get wet, but somehow water got inside of it and fried it. Breazeale located a replacement for \$650 and it has been installed and running. Crew member Nick has been out for two weeks on medical leave and will be out for another two weeks. With that being the case, the crew is down one person plus the seasonal worker as Breazeale can't find any summer help. It is challenging to get the mowing done. Breazeale spoke to the finance committee about hiring a private contractor to mow city lots. Breazeale got a bid for \$1,500 which is cheaper than having to hire summer help. The brand-new mower is at John Deere, and they are putting on the mulching blades the mulching kit. It is sitting down here not being used because the kit isn't working that they sold us on the mower.
- B. Police Department-**Chief Dave McCormick stated he received a call from Kevin Terris at the school as the police department was able to secure a supply of Narcan, so the schools have it there now. Narcan was also provided for all of the firetrucks. Officer Carlson put together a 10-minute presentation out of a 4-hour training, so the guys got trained. Donna Koch contacted Chief McCormick about job shadowing for Lind Ritzville High School that are interested in careers in Law Enforcement. He is going to look at the schedule and talk to the guys and they will probably need to ride at night for at least an hour. Chief McCormick received an email from James McCane, the policy director of WASPIC and it appears officers will be able to effect arrests for simple possession and it will be a gross misdemeanor. That is about halfway back to the way the law use to be, as of right now you can't arrest people for simple possession.
- C. Clerk/Treasurer-** Clerk-Treasurer Julie Flyckt stated interviews for the Utility Billing Clerk are starting this week. The applications were slow coming in but talking to Heidi Hunt, the Adams County Auditor, she said they have been very successful in promoting their jobs on Indeed.com. City advertised on indeed and more applications are now being submitted. Flyckt reminded everyone it is elections filing week and that the positions open for the city are Mayor and Wards 1, 2, 4 and the 2-year position. Flyckt is talking to the finance committee about how to utilize the city's ARPA funding to address the city's

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growth and use the funds to help pay for the Comp Plan and development code update. Flyckt stated she can reach out to pet rescue and see what kind of agreement they have with the City of Othello as the council is interested in paying for their services. Flyckt continues to work on the Annual Financial report that's due by the end of the month to the state.

ADJOURNMENT-With no further comments or business to come before the council, Council Member Michelle Plumb adjourned the remote and in person meeting at 8:20pm.



Michelle Asmussen, Deputy Clerk-Treasurer II