

## MOSES LAKE CITY COUNCIL

March 8, 2022

### **Parks Master Plan Study Session**

BerryDunn, formerly GreenPlay, Project Consultant Jeff Milkes presented the Parks Master Plan. He discussed the purpose, public participation, findings, goals and objectives of the Plan. A Public Hearing and adoption has been scheduled for the March 22 Council Meeting.

### **CALL TO ORDER**

The regular meeting of the Moses Lake City Council was called to order at 6:31 p.m. by Mayor Hankins with audio remote access. Special notice for attendance and citizen comment were posted on the meeting agenda.

### **ROLL CALL**

Present: Mayor Hankins; Deputy Mayor Myers; Council Members Fancher, Eck, Martinez, and Madewell. Council Member Swartz attended remotely.

### **PLEDGE OF ALLEGIANCE**

Municipal Airport Board Member Darrin Jackson led the Flag Salute.

### **AGENDA APPROVAL**

Action taken: Council Member Fancher moved to approve the Agenda as presented, second by Council Member Martinez. The motion carried 7 – 0.

### **SUMMARY REPORTS**

#### **MAYOR'S REPORT**

##### Colville Tribes Visit (CM REPORT??)

Mayor Hankins, City Manager Allison Williams, and School District staff travelled to Nespelem to meet with the Colville Tribal Council. They discussed the mascot changes and whether or not Chief Moses Middle School would need to be re-named. City staff will present a Land Acknowledgement Statement for City Council to approve as requested by the Colville Tribal Council.

##### International Women's Day

Mayor Hankins recognized City leadership in honor of International Women's Day dedicated to women's achievements, awareness against gender bias, and action for equality in the world.

#### **CITY MANAGER'S REPORT**

##### Employee New Hire and Promotions for Police and Public Works

Police Chief Kevin Fuhr introduced new Officers Nic Metcalf and Jose Ramirez, as well as Aaron Hintz's promotion to Sergeant and administered their oaths of duty. Municipal Services Director Dave Bren announced Tony Massa's promotion to Public Works Superintendent.

##### Employee Appreciation Day

City Manager Allison Williams provide treats for staff on March 4 in honor of Employee

Appreciation Day. Directors are working on a video to show their appreciation to all employees.

City Vision, Mission, and Priorities

The City's Vision, Mission and Priorities is a result of the recently adopted Comp Plan and the Council Retreat held February 26. Staff will be working on a process to include employees and Council in developing Core Values.

Action taken: Council Member Fancher moved to approve the City Vision, Mission and Priorities as presented, second by Council Member Martinez. The motion carried 7 – 0.

**CONSENT AGENDA**

- #1
  - a. City Council meeting minutes dated February 22 and 26, 2022
  - b. Claim ACH 130-135 in the amount of \$655,379.83; Claim Checks 155316 – 155390 in the amount of \$186,539.71; Payroll Checks 64210 through 64217 in the amount of \$2,581.68; and Electronic Payments in the amount of \$460,951.81.
  - c. Code Clean Up Ordinance 3001
  - d. Authorized Check Signers Resolution 3885
  - e. Odessa Memorial Purchasing Co-Op ILA
  - f. Redflex Contract Amendment #6
  - g. Hayden Homes Sagecrest Project Resolution 3886

Action taken: Council Member Martinez moved to approve the Consent Agenda as presented, second by Council Member Madewell. The motion carried 7 – 0.

**OLD BUSINESS**

#2 MLIRD Joint Water Planning MOU

This agreement outlines the mutual support of each entity to study the statutory responsibilities and maximizing the water infrastructure. The timing of the study with the update of the City's Development Regulations will help expedite future partnerships for implementation. The ILA that was included in the meeting packet was changed to a Memorandum of Understanding. Kaj Selmann spoke about the MLIRD's excitement to get this off the ground.

Action taken: Council Member Swartz moved to approve the MLIRD Joint Water Planning MOU, second by Council Member Martinez. The motion carried 7 – 0.

#3 Municipal Airport PDA Feasibility Report

Jeff Bishop with Effectuate summarized the findings of his study. Municipal Airport Board Member also provided comments to Council. Council requested a Study Session to further explore and obtain information on the PDA options.

#4 Annexation Status Information

The annexation moratorium has expired and the City can accept petitions for annexation. The City Manager identified that the City should be strategic about areas to annex as that should be the first option when an ETA is considered. This led to the next item, a

continuation of the review of the City’s ETA policy and process.

**#5** Extra Territorial Agreement Policy Discussion

Extra Territorial Agreements (ETA) are used to provide water and sewer services within the Urban Growth Area (UGA). Staff has drafted a policy that provides clarification and guidance for processing an ETA, and how they should be presented to City Council for approval. There is further analysis needed with the provision of ETA agreements specifically due to the impacts on urban services and the compliance with State law regarding the concurrency of those services within 6 years of development.

**NEW BUSINESS**

**#6** Assistant Municipal Services Director Funding Request

Staff requests adding back the Assistant Municipal Services Director under the re-organization of the department. Included in the skillset would be experience in grant writing, budgeting, transportation planning and design, and engineering. A Professional Engineer license will be preferred, but not required.

Action taken: Council Member Eck moved to approve the Assistant Municipal Services Director position as presented, second by Council Member Martinez. The motion carried 7- 0.

**ADMINISTRATIVE REPORTS**

Permit Center Remodel Update

The Permit Center remodel is underway. The goal is to have a single service counter and move to an online permit portal. Additionally, the Permit Center will be operated by two permit coordinators who will route projects through their entire life cycle.

Community Development Project List

The most recent Community Development project list was provided in the packet. The City Manager identified the number of residential lots going through permitting.

Community Development Interviews

Two Council Members were invited to participate on the interview panel for Community Development Director next week. Council Members Eck and Fancher volunteered.

Council Birthdays for February and March

Staff and Council’s February and March birthdays were announced.

**COUNCIL COMMUNICATIONS AND REPORTS**

Council Member Fancher asked about the Comp Plan application to the County. City Manager Allison Williams said that it is currently being written for submittal by March 31.

Council Member Myers participated in the Point in Time Count. He discussed how mental health and drugs are the main concerns among the homeless population.

Mayor Hankins announced that masks will no longer be required at the next Council Meeting.

**ADJOURNMENT**

The regular meeting was adjourned at 7:51 p.m.

*Mayor Dean Hankins*

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Dean Hankins, Mayor

*Debbie Burke*

ATTEST

\_\_\_\_\_  
Debbie Burke, City Clerk

# Signature Certificate

Reference number: GLFKF-NUECU-LDLZ8-MYTEV

| Signer   | Timestamp | Signature   |
|--|-----------|---|
| <b>Mayor Dean Hankins</b><br>Email: dhankins@cityofml.com<br><br>Shared via link<br><br>Sent: 23 Mar 2022 15:41:51 UTC<br>Viewed: 23 Mar 2022 23:29:19 UTC<br>Signed: 23 Mar 2022 23:29:38 UTC |           | <br><br>IP address: 136.143.151.109<br>Location: Moses Lake, United States |
| <b>Debbie Burke</b><br>Email: dburke@cityofml.com<br><br>Sent: 23 Mar 2022 15:41:51 UTC<br>Viewed: 24 Mar 2022 15:03:15 UTC<br>Signed: 24 Mar 2022 15:03:33 UTC                                |           | <br><br>IP address: 63.135.54.162<br>Location: Moses Lake, United States   |

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