

# MOSES LAKE CITY COUNCIL

August 9, 2022

## **STUDY SESSION**

### 2023 Budget Kickoff

Staff distributed a PowerPoint presentation to illustrate accomplishments for each department since the original presentation to Council on January 5, 2022. Council confirmed February retreat goals and that the City should budget with those in mind. Staff will engage the community for input on the budget. Finance Director Madeline Prentice shared her new budget worksheets that will be used for department submissions. Directors will meet in late September to review the preliminary budgets to be presented at Council's workshop in October.

## **EXECUTIVE SESSION**

Mayor Hankins called an Executive Session at 6:10 p.m. to be held for 15 minutes pursuant to RCW 42.30.110(1)(b) to discuss property acquisition with Council, City Manager Allison Williams, and City Attorney Katherine Kenison.

## **CALL TO ORDER**

The regular meeting of the Moses Lake City Council was called to order at 6:30 p.m. by Mayor Hankins with audio remote access. Special notice for remote attendance and citizen comment were posted on the meeting agenda.

## **ROLL CALL**

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

## **PLEDGE OF ALLEGIANCE**

Airport Commission Chair Finley Grant led the Flag Salute.

## **AGENDA APPROVAL**

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

## **PRESENTATIONS**

### Moses Lake Community Coalition

Community Relations Manager Dayana Ruiz and Community Coalition Coordinator Megan Watson explained what the Community Coalition does for the community and presented their quarterly report.

### Police Station New Build v. Remodel

Rolluda Architect Rich Murikami gave a presentation on remodeling the current Police building versus building new. The cost for remodeling is approximately \$7.6 million for existing space with future growth with a 6,000 square foot addition that would potentially add another \$7 million; not including soft costs of 20-25% for furniture, computer networking design, and construction contingency to the remodel price. New plans for a one and two-story will cost roughly \$17 million plus the soft costs. Council requested staff schedule a study session to further review.

## SUMMARY REPORTS

### MAYOR’S REPORT

#### Tai Shin Group of Japan Schedule

Staff met with Karen Rimple, former Mayor’s wife, to finalize the itinerary involving the adult and student volunteer work at McCosh Park, Blue Heron Park, and at the fairgrounds during their visit on the week of the Grant County Fair.

#### Airport Commission Quarterly Report

Commission Chair Grant discussed status of the fuel system project, restriping runway and taxiways, new tenant lease agreements, fire hydrants relocation, property line survey need, fence grant application, new road signage, as well as new activity being planned in 2023 for stole training and back country flying clinic.

#### Richard Pearce Moratorium Request

Mr. Pearce sent a letter requesting the City Manager place a moratorium on Planned Unit Development on a future agenda. City Manager Allison Williams and Community Development Director Kirsten Sackett explained that we have a pending application that is in an open comment period for review by the Hearing Examiner and it should not be discussed with Council due to it now being a quasi-judicial matter. There was no consensus to ask staff to draft a moratorium.

### CITY MANAGER’S REPORT

#### Employee New Hires and Promotions

Parks, Recreation & Cultural Services Director Susan Schwiesow introduced our new Recreation Coordinator Gunnar Blankenship. Chief Fuhr introduced and swore in three newly promoted Corporals: Yoni Mengist, Ray Lopez and Tyler St. Onge.

#### Community Outreach Officer Position

Chief Fuhr reviewed the memo provided in the meeting packet to establish a new position.

Action taken: Council Member Eck moved to authorize staff to add a new Community Outreach Officer Position as presented, second by Council Member Martinez. The motion carried 7 – 0.

#### Grant County Letter Regarding Jail and Work Release Services

The Council Public Safety Committee members discussed sending a letter to the County regarding the jail and work release services. Following further review by staff, Council concurred to request an agenda item at the September AGCCT meeting to give the sheriff’s office an opportunity to work with Commissioners on a solution.

#### Graffiti Update

Other communities require a short period for graffiti clean-up prior to issuing a notice of violation and some have programs to assist in the clean-up. Staff will explore options and come back with suggested updates to regulations and clean-up partnership programs.

### CLOSED HEARINGS

Proceedings for two Closed Record Hearings were read by the City Clerk.

**#1** CAD Homes Knolls Vista Deferral Request

Council Member Fancher recused himself from the hearing and vote. Staff provided an overview of the procedural actions taken and the request before the Council: On July 12, 2022, the Hearings Examiner reviewed and provided recommendations to the revised application for the CAD Homes Knolls Vista Preliminary Major Subdivision with a request for Waivers, Deferrals, and Deviations in accordance with Section 17.33.010 of the Moses Lake Municipal Code. Mayor Hankins opened the hearing at 7:45 p.m. and there being no comments, the hearing was closed.

Action taken: Council Member Martinez moved to approve CAD Homes Knolls Vista Preliminary Major Subdivision request for Waivers, Deferrals, and Deviations on property identified under Assessor’s Parcel Numbers 110621000 and 110625001, as presented, second by Council Member Swartz. The motion carried 6 – 0.

**#2** Maple Landing Planned Development District Ordinance 3011

Staff provided an overview of the procedural actions taken and the request before Council: On July 19, 2022, the Hearings Examiner rendered a decision of approval for the Major Subdivision application, and simultaneously issued a recommendation of approval to the City Council for the planned Development District. The Findings of Fact, Conclusions of Law, Conditions of Approval, and decision for the Maple Landing Planned Development District allow for the construction of 98 single-family units and 120 multifamily units on 23.2 acres of property identified under Assessor’s Parcel Numbers 110002003 and 110475231. Mayor Hankins opened the hearing at 7:50 p.m. and there being no comment related to prior testimony, the hearing was closed.

Action taken: Council Member Eck moved to adopt Ordinance 3011, adopting the July 19, 2022, Hearing Examiner Recommended Findings of Fact, Recommended Conclusions of Law, Recommended Conditions of Approval, and Recommended Decision for the Maple Landing Planned Development District (PLN2022-0016), allowing for construction of 98 single-family units and 120 multifamily units on the 23.2 acres of property identified under Assessor’s Parcel Numbers 110002003 and 110475231, as presented, second by Council Member Martinez. The motion carried 7 – 0.

**CONSENT AGENDA**

- #3**
- a. City Council meeting minutes dated July 26, 2022
  - b. Claim ACH 182-183 in the amount of \$1,344.04; Claim Checks 157175 – 157326 in the amount of \$523,621.45; Payroll Checks 64539 through 64594 in the amount of \$32,417.35; and Electronic Payments in the amount of \$559,236.12.
  - c. Communications/Writing Style Guide Resolution 3908
  - d. WA DES Interlocal Agreement for Energy Services Consultant
  - e. Wastewater Comp Plan Consultant Amendment 2
  - f. Accept 2022 Signal Cabinet Replacement Project
  - g. Reflex Amnesty Program Extension

Action taken: Council Member Swartz moved to approve the Consent Agenda as presented,

second by Council Member Eck. The motion carried 7 – 0.

## **NEW BUSINESS**

### **#4**     1020 W Gem St. Weed Abatement Resolution 3909

Code Enforcement Officer Tina Jewell was sworn in and provided testimony regarding the nuisance violations at 1020 W Gem St, a property that has Herman and Joanne Liebrecht listed as owners. There was no other testimony, and the hearing was closed.

Action taken: Council Member Swartz moved to adopt Resolution 3909 as presented, second by Mayor Hankins. The motion carried 7 – 0.

### **#5**     Temporary and Mobile Food Vendor Ordinance 3012 and Resolution 3910

Ordinance 3012 updates MLMC Title 5, eliminating the background check, deposit requirements, initial application fee, and allowing vendors to purchase a license based on a quarterly time frame. Resolution 3910 updates the fee schedule to reflect the new fees for vendors, including temporary location for all types of vendors.

Action taken: Deputy Mayor Myers moved to adopt Ordinance 3012 as presented, second by Council Member Martinez. The motion carried 7 – 0.

Action taken: Council Member Martinez moved to adopt Resolution 3910 as presented, second by Council Member Swartz. The motion carried 7 – 0.

## **ADMINISTRATIVE REPORTS**

### Nelson Road Pedestrian Path Update

This project was advertised under the small works roster process. There have been several contractors reaching out to staff regarding this project. The bid opening will be next week and staff will proceed from there. The estimate is under the threshold for sending to Council, so the hope is that the City Manager will be able to authorize the contract so that the project can begin.

### Valley Road Reconstruction – Selland Letter 2204-04

The contractor requests that they be allowed to work during fair week from 6:00 a.m. to 2:00 p.m. that will not impact traffic and will maintain site safety.

Action taken: Mayor Hankins moved to authorize the limited work, provided that the Fair Manager has no objections, second by Council Member Martinez. The motion carried 4-2-1. Council Members Swartz and Fancher were opposed, and Deputy Mayor Myers abstained.

### WSDOT STBG Letter

The City was awarded approximately \$750,000 in block grant funds. The funds will go towards the design of the roundabout at Yonezawa Boulevard and Highway 17. Staff will prepare a Request for Qualifications for a consultant to assist with the design. The City will be required to provide a 13.5% match.

BlueBridge Program

This is a new pilot program that will allow officers to have a \$100 pre-paid credit card to help citizens in distress with minor emergent needs. The first fundraiser for this program will be held on August 15 at Sun Splash Car Wash where \$1 of each wash will be donated to the fund.

Administrative Office Move

City Manager Williams discussed the move that occurred last week in the administrative offices where human resources and finance swapped places. This will provide a more confidential access for employees to our human resources staff, and create more room for offices.

**COUNCIL COMMUNICATIONS AND REPORTS**

Council Member Swartz thanked Community Development Director Kirsten Sackett for the land use reports.

Council Member Martinez reported that the water conservation play turned out really well. She will reach out to the Watershed Council to see if they can perform the play in schools. She will be attending a training as Health Department Board Member at the end of the month. She also discussed the fair and its impact on the Moses Lake area and her recommendation for volunteering.

Council Member Eck wanted to remind the public that he does Coffee with a Council Member on Monday and Wednesday 1:00 p.m.-2:30 p.m. at the Red Door Café.

**ADJOURNMENT**

The regular meeting was adjourned at 8:37 p.m.

*Mayor Deau Hankins*

\_\_\_\_\_  
Dean Hankins, Mayor

*Debbie Burke*

ATTEST

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



# Signature Certificate

Reference number: 30XGW-JAM3Y-E9KWT-XPE7H

## Signer

## Timestamp

## Signature

### Debbie Burke

Email: [dburke@cityofml.com](mailto:dburke@cityofml.com)

Sent: 24 Aug 2022 17:58:21 UTC  
Viewed: 24 Aug 2022 20:49:57 UTC  
Signed: 26 Aug 2022 16:15:04 UTC



### Recipient Verification:

✓ Email verified 24 Aug 2022 20:49:57 UTC

IP address: 63.135.54.162  
Location: Moses Lake, United States

### Mayor Dean Hankins

Email: [dhankins@cityofml.com](mailto:dhankins@cityofml.com)  
Shared via link

Sent: 24 Aug 2022 17:58:21 UTC  
Viewed: 26 Aug 2022 21:02:53 UTC  
Signed: 26 Aug 2022 21:03:42 UTC



IP address: 136.143.151.109  
Location: Moses Lake, United States

Document completed by all parties on:  
26 Aug 2022 21:03:42 UTC

Page 1 of 1



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 30,000+ companies worldwide.

