MINUTES
RICHLAND CITY COUNCIL WORKSHOP MEETING
Tuesday, March 28, 2023
Richland City Hall ~ Council Chambers
625 Swift Boulevard

City Council Workshop - 6:00 p.m.
Mayor Christensen called the workshop meeting to order at 6:00 p.m.

Attendance: Mayor Christensen, Mayor Pro Tem Richardson, and Councilmembers Jones, Kent, Lukson, VanDyke and Whitten were present.

Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, Fire Chief Huntington, Chief of Police Clary, Energy Services Director Whitney, Public Works Director Rogalsky, Finance Director Allen, Parks & Public Facilities Director Hester, and City Clerk Rogers.

Agenda Item

1. Transportation Project Update

Public Works Director Rogalsky presented in detail the following street improvement projects:

- South George Washington Way Intersection Improvements
- Downtown Connectivity Project
- SR-240 / Aaron Drive
- Island View to Vista Field

Staff discussed upcoming actions, including funding decisions, and councilmember roles and opportunities. Detailed information can be found in the PowerPoint presentation included in the agenda packet.

Council offered comments and engaged in a question-and-answer session with Public Works Rogalsky throughout the presentation.

2. Development Permit Process Performance Audit Review (Matrix Report)

Deputy City Manager Schiessl expounded on local and state land development regulations and the City's objectives for regulating land development. Next, Deputy City Manager Schiessl provided an overview of recent organizational changes within the City, reasoning for initiating the Development Process Performance audit, and the State Auditor's request for the City to conduct a non-voluntary performance audit.

Draft

Deputy City Manager Schiessl then stated that the City retained Matrix Consulting Group, a government consulting firm, to perform an audit of the City's permitting process. The study covered operations in the following departments: Development Services, Public Works, Fire, and Energy Services.

As part of the assessment, the City requested a thorough review of staffing, organizational structure, processes and technology. Additionally, the study included an evaluation on the City's development fee structure and a comparative assessment of the City's fee schedule.

Deputy City Manager Schiessl presented the results of the audit, and highlighted accomplishments and enhanced services implemented since creation of the draft audit report. Based on initial findings, recommendations regarding staffing, services, processes and technology were provided. Detailed information is provided in the Development Process Performance Audit Report.

Council engaged in a question-and-answer session with Deputy City Manager Schiessl throughout the presentation.

3. Narcan Distribution Program

Fire Chief Huntington and Fire Battalion Chief Van Beek jointly presented on the topic. Fire Chief Huntington stated that the City has an opportunity to partner with Benton-Franklin Health District (BFHD) in the *Narcan Leave Behind Program*. The program will authorize Emergency Medical Services (EMS) personnel to leave behind a Narcan kit to an individual experiencing an opioid-related overdose, or someone they believe to be at risk of opioid overdose. BFHD will provide Narcan kits to the City at no cost.

Narcan is a fast-acting medication designed to help reverse the effects of an opioid overdose. In addition to leaving Narcan kits, EMS personnel will refer patients to a Resource Navigator, who can help opioid patients navigate their way through the local healthcare and treatment system. Fire Battalion Chief VanBeek then presented local and national overdose statistics.

Fire Battalion Chief Van Beek displayed contents of a Narcan kit and provided an overview of the City's reporting obligations to BFHD. Staff responded to Council inquiries throughout the presentation. Council expressed support of the City's participation in the BFHD *Narcan Leave Behind Program.*

Council recessed at 8:25 p.m.

4. Biennial Budget Discussion

Using PowerPoint, Finance Director Allen provided an overview of biennial budget comparisons with other first-class cities in the State of Washington, described the process and timeline of adopting a biennial budget, cited advantages and disadvantages of

biennial budgeting, then presented items for Council consideration. City Manager Amundson recommended the City continue operating under an adopted annual budget.

At the conclusion of the presentation, Council engaged in a question-and-answer session with Finance Director Allen.

Closing Comments

City Manager Amundson announced that the City received membership documents to join the Richland Chamber of Commerce. Membership dues are $5,000 annually. City Manager Amundson recommended a one-year trial membership. Council generally expressed support of a one-year membership.

Next, City Manager Amundson polled Council's availability to attend a government-to-government meeting on April 7, 2023 with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR). A majority of councilmembers confirmed availability for the proposed meeting.

City Manager Amundson reminded Council to respond to the correspondence sent by Chief of Police Clary regarding vehicular pursuits bill pending this legislative session.

Lastly, City Manager Amundson stated that there has been strong economic and industrial development inquiries over the last couple of days. Economic Development Manager Wallner has met with representatives from Century Pipe Manufacturing Co. and Westinghouse Electric Company to discuss possible development opportunities within the City.

Adjournment

Mayor Christensen adjourned the meeting at 9:02 p.m.

APPROVED:

Terry Christensen, Mayor

ATTEST:

Jennifer Rogers, City Clerk

DATE APPROVED: April 4, 2023

DATE PUBLISHED: April 5, 2023