



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Richland City Hall ~ 625 Swift Boulevard

Tuesday, March 17, 2020

City Council Regular Meeting - 7:30 p.m.

Mayor Lukson called the Council meeting to order at 7:30 p.m. in the Council Chambers at City Hall.

Welcome and Roll Call

Mayor Lukson welcomed those in the audience and expressed appreciation for their attendance.

Attendance: Mayor Lukson, Mayor Pro Tem Kent, and Councilmembers Alvarez, Anderson, Christensen and Lemley were present. Councilmember Thompson was absent.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO EXCUSE COUNCILMEMBER THOMPSON. THE MOTION CARRIED 6-0.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Chief of Police Bruce, Fire & Emergency Services Director Huntington, Development Services Director Jensen, Administrative Services Director Koch, Public Works Director Rogalsky, Parks & Public Facilities Director Schiessl, Energy Services Director Whitney and City Clerk Rogers.

Pledge of Allegiance

Mayor Lukson led the Council and audience in the recitation of the Pledge of Allegiance.

Approval of Agenda

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 6-0.

Presentations

1. Proclamation of Emergency - Coronavirus (COVID-19)

Mayor Lukson stated that along with other cities, counties, states and government, the City of Richland has been impacted by the effects of the novel coronavirus, which has caused the City to change the way business is conducted. Mayor Lukson then read aloud the Proclamation of Emergency related to the coronavirus (COVID-19) pandemic.

2. Visit TRI-CITIES 2019 Annual Report, 2020 Work Plan and Request for Funds from the Tri-City Regional Hotel-Motel Commission Reserve

Michael Novakovich, President and CEO of Visit Tri-Cities, discussed the impacts COVID-19 has had on small business, travel and tourism in the Tri-Cities. He provided an overview of the revenue loss from hotel room cancellations, cancelled events and what has been done to mitigate the losses.

Mr. Novakovich then briefly reviewed the Visit Tri-Cities 2019 Annual Report, and provided information on the 2020 Work Plan and projects that will generate revenue for the Tri-Cities.

A brief question and answer period with Council followed.

Mr. Novakovich announced that Visit Tri-Cities is partnering with TRIDEC and the Tri-Cities Regional Chamber of Commerce to leverage the capabilities of the three organizations to strengthen the local economy.

Public Hearing

City Clerk Rogers read the Public Hearing and Public Comments procedures.

3. Amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund, Ordinance No. 05-20

Chief of Police Bruce stated that Ordinance No. 05-20 is intended to effectuate five proposed budget amendments between Police Services and Parks & Public Facilities. Two of the five budget amendments allow the Richland Police Department to accept and appropriate funds from the Seattle Police Department and the U.S. Government.

The three other requests fund the following projects:

- \$72,956 to support Phase II of the Badger Mountain Steps project in Trailhead Park;
- \$5,000 to assist the Richland Seniors Association's effort to purchase new furniture for public use in the Richland Community Center;
- \$18,000 to outfit the Richland Police Department Shooting Range with internet service.

Mayor Lukson opened the hearing for public comments at 7:52 p.m. No public comments were received. Mayor Lukson closed the public hearing at 7:52 p.m.

4. Relinquishment of an Easement at 307 Sanford Avenue, Resolution No. 47-20

Public Works Director Rogalsky stated that the property owner requested the relinquishment of an easement. Staff has determined that the City no longer has need

for the easement, and supports the relinquishment. State law requires a public hearing to solicit testimony before the relinquishment can be executed.

Mayor Lukson opened the hearing for public comments at 7:53 p.m. No public comments were received. Mayor Lukson closed the public hearing at 7:53 p.m.

Public Comments

None.

Consent Calendar

City Clerk Rogers read the Consent Calendar.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. THOSE IN FAVOR: ALVAREZ, ANDERSON, CHRISTENSEN, KENT, LEMLEY AND LUKSON. THOSE OPPOSED: NONE. MOTION CARRIED 6-0.

Minutes

1. Approval of the March 3, 2020 Council Meeting Minutes

Ordinances - First Reading

2. Ordinance No. 05-20, Amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund
3. Ordinance No. 06-20, Amending Richland Municipal Code Section 2.16.010 related to Planning Commission Membership
4. Ordinance No. 07-20, Amending Section 2.04.110 of the Richland Municipal Code related to Term Limits for Boards, Commissions and Committees

Ordinances - Second Reading & Passage

5. Ordinance No. 04-20, Amending Chapter 1.01 of the Richland Municipal Code related to Conduct of Council Business

Resolutions - Adoption

6. Resolution No. 40-20, Authorizing a Consultant Agreement with DOWL, LLC for the Street Lighting Retrofit and Standards Project
7. Resolution No. 43-20, Approving the use of \$417,700 from the Tourism Promotion Area Reserve Account for Supplemental Tourism-related Projects in 2020

8. Resolution No. 46-20, Approving the Final Plat of Cob Hill
9. Resolution No. 47-20, Authorizing the Relinquishment of an Easement at 307 Sanford Avenue
10. Resolution No. 49-20, Approving Commercial Facade Improvement Program Agreements
11. Resolution No. 50-20, Authorizing an Award of Bid to Magnum Power, LLC for the 2020 Boring, Trenching and Cable Replacement Project
12. Resolution No. 51-20, Authorizing Award of Bid to Vincent Brothers, LLP for the Water Treatment Plant Facade Replacement Project

Items - Approval

13. Appointments to the Arts Commission: Jeff Kissel, Eldrick Hereford, Tomalin Bailie, Ginger Wireman and Amberlyn Scott
14. Appointment to the Board of Adjustment: Jennifer Nuzum
15. Appointments to the Code Enforcement Board: Skye White, Gregory Levy, Derenda Bialy and Raymond Swenson
16. Appointments to the Planning Commission: Marianne Boring and Eric L. Smith
17. Appointments to the Parks & Recreation Commission: Jim Buelt, Samantha Mason and Sadie Smith
18. Appointment to the Economic Development Committee: Megan Hughes

Expenditures - Approval

19. Expenditures from February 24, 2020 - March 6, 2020 for \$19,151,602.56 including Check Nos. 277095-277495, Travel Check Nos. 19912-19921, Wire Nos. 8033-8051, Payroll Check Nos. 162226-162777, Payroll Wire/ACH Nos. 11401-11424 and Pension Check Nos. 5388-5418.

Items of Business

20. Resolution No. 48-20, Authorizing an Interlocal Agreement with Benton County for Placement of Payment and Ballot Drop Boxes

Mayor Lukson recused himself from participating in discussion and voting on this item given that he is an employee of the Benton County Prosecuting Attorney's Office. Mayor

Lukson stated for the record that he is not the deputy prosecutor who worked on the item, but out of the abundance of caution and to avoid potential conflict, he did not participate in any decisions or cast a vote in this matter.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE RESOLUTION NO. 48-20. THOSE IN FAVOR: ALVAREZ, ANDERSON, CHRISTENSEN, KENT, AND LEMLEY. THOSE OPPOSED: NONE. COUNCILMEMBER LUKSON ABSTAINED. MOTION CARRIED 5-0.

21. Ordinance No. 08-20, Amending Chapters 23.06 and 23.30 of the Richland Municipal Code related to Definitions and Public Use District Permitted Land Uses (Open Record Public Hearing)

Kerwin Jensen, Development Services Director, stated that the proposed code amendment would permit a school based-clinic to be located in a Parks & Public Facilities (PPF) zone. The amendments to the code contained in Ordinance No. 08-20 were unanimously approved by the Planning Commission.

Councilmember Anderson announced that he is an employee of the Richland School District, the proponent of the zoning text amendment, and therefore recused himself from participating in discussion or casting a vote on this item.

Councilmember Christensen stated that he is not aware of anyone opposing this project, but has heard of concerns regarding traffic, parking and congestion. Councilmember Christensen added that it does not appear that allowing this use would impact traffic since it would be on school grounds. Councilmember Christensen stated his position in favor of Ordinance No. 08-20.

City Attorney Kintzley provided legal guidance on the steps necessary to adopt the code amendment.

Mayor Lukson opened the public hearing at 8:01 p.m. There were no public comments. Mayor Lukson closed the public hearing at 8:01 p.m.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE ORDINANCE NO. 08-20. THOSE IN FAVOR: ALVAREZ, CHRISTENSEN, KENT, LEMLEY AND LUKSON. THOSE OPPOSED: NONE. COUNCILMEMBER ANDERSON ABSTAINED. MOTION CARRIED 5-0.

Reports and Comments

City Manager

City Manager Reents thanked Mayor Lukson and Councilmember Lemley for attending

the annual City of Richland Employee Breakfast earlier in the month. The breakfast was well-attended by employees, and the Mayor's comments to the employees were appreciated.

City Manager Reents then read the press release provided to the employees and the public the day before regarding coronavirus and its impact on the City of Richland.

In accordance with Governor Inslee's emergency proclamation regarding the novel coronavirus (COVID-19), and guidance issued by the President of the United States on March 15, 2020, City Manager Reents outlined the changes made to the city operations, including changes in hours of operation; closure and partial closure of facilities to the public; meeting cancellations, refunds for certain events and postponing events. City Manager Reents also added that assessments and adjustments will be made on a daily basis, and when changes are made, Council, employees and the public will be notified immediately via the City's website and social media platforms. City Manager Reents also shared that the park restrooms have been closed until further notice due to an increase in vandalism and theft.

City Manager Reents encouraged citizens to watch municipal meetings live on Charter Channel 192, on the City's website, or on the City's YouTube channel. Further, to be consistent with state directives and social distancing, Councilmembers will be permitted to call in to future council meetings. City Manager Reents recommended cancelling the March 24, 2020 City Council Workshop, and consolidating the two City Council meetings in April. Should that occur, cancellation notices will be posted.

City Manager Reents advised that the leadership team continues to meet regularly to assess city operations in light of the pandemic. Further, members of the Richland Fire Department provided training to city employees to address concerns and assuage fears. A sanitization practice has been instituted in all departments for all staff members.

City Manager Reents also shared that Richland has been coordinating with other cities in the region to stay aligned to the extent practicable. The City Managers meet via conference calls regularly, and several staff members participate in weekly briefings with the Benton-Franklin Health Department.

The City will continue to provide as many city services as possible while protecting the health of staff and community members. City Manager Reents encouraged citizens to stay vigilant, wash their hands often and stay home when ill.

City Council

Councilmember Anderson shared that he participated in interviewing candidates to fill vacancies on the Code Enforcement Board and Arts Commission. He added that although both boards recently lost quality members, they also recently gained highly qualified volunteers to serve. Councilmember Anderson further commented on the Richland School District's provision of a drive-through service for the distribution of

meals to those who are eighteen (18) years and younger in the school district. Schools are closed and extracurricular activities have been cancelled. Lastly, Councilmember Anderson encouraged citizens to comply with guidelines established by local, state and federal public health authorities to respond to coronavirus.

Mayor Pro Tem Kent stated that she participated in interviews to fill vacant positions on the Parks and Recreation Commission. She encouraged those who were not selected to apply again in the future. Mayor Pro Tem Kent also encouraged the public to remain calm and informed, and to adhere to instructions given regarding the coronavirus. Pro Tem Kent encouraged the community to help support one another through this event. Lastly, Pro Tem Kent expressed disappointment over the vandalism and theft occurring in the park restrooms.

Councilmember Alvarez stated that he recommends the use of Zoom, a video communications remote conference service, for future meetings. Councilmember Alvarez then thanked the first responders, medical community, department directors, staff and maintenance crew for their dedication during the pandemic. He encouraged the community to support small businesses. Councilmember Alvarez also recommended that everyone follow recommendations and guidelines established by the CDC and state public health authorities.

Councilmember Lemley inquired where the public can go to obtain information. City Manager Reents replied that it would depend on the type of information needed. City of Richland facility closure and operation times are listed on the City website. For information regarding the coronavirus, citizens should visit the Centers for Disease Control (CDC) website. For local information regarding the virus, citizens should visit the Benton-Franklin Health Department.

Lastly, Councilmember Lemley encouraged citizens to volunteer at one of the three food banks as most of the volunteers are older and fall within the high risk population. He also encouraged citizens to donate certain items to any of the three locations.

Councilmember Christensen stated that he agreed with comments made by Councilmembers Anderson and Lemley and did not have anything to add.

Mayor

Mayor Lukson stated that the impacts from the virus are remarkable. Mayor Lukson commented on the lack of an audience at the meeting, which indicates that citizens are listening to the CDC's advice. Mayor Lukson encouraged people to avoid contact with others. He added that he is certain that this event will have a significant impact on the local and national economy. Mayor Lukson stated that he hopes that the community will help each other through this difficult time.

Adjournment

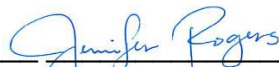
Mayor Lukson adjourned the meeting at 8:29 p.m.

APPROVED:



Ryan Lukson, Mayor

ATTESTED:



Jennifer Rogers, City Clerk

DATE APPROVED: April 7, 2020

DATE PUBLISHED: April 8, 2020