

CITY OF RITZVILLE
CITY COUNCIL AGENDA
January 7, 2025

1. CALL COUNCIL TO ORDER 7:00pm
2. PLEDGE OF ALLEGIANCE
3. ACCEPTANCE OF THE CONSENT AGENDA
4. PUBLIC REQUESTS AND COMMENTS
5. ACTION AGENDA
 - A. General Sewer Plan Collection System Cleaning and TV Inspection Project Bid Award
 - B. Financial Accounting and Financial Reporting Services Agreement-Tara Dunford
 - C. Letter of Intent to Annex-Grainery District
6. DISCUSSION AGENDA
 - A. Traffic Impact Fee, System Development Charges and Development Code Update
 - B. Ritzville City Code Title 1-Administration-License and Rules Committee
 - C. 110 Fund Tourism Applications
7. CORRESPONDENCE
8. COUNCIL COMMITTEE UPDATES
 - A. License, Rules and Permits
 - B. Finance and Employee Benefits
 - C. Health and Wellness
 - D. Public Safety
 - E. Public Works
 - F. Parks and Recreation
 - G. Personnel Committee
9. MAYOR UPDATES
10. DEPARTMENT UPDATES
 - A. City Attorney
 - B. Public Works
 - C. Police
 - D. Clerk/Treasurer
 - E. Fire
11. ADJOURNMENT

CONSENT AGENDA

- Acceptance of the Agenda
- Approval of Minutes:
November 5, 2024
- Approval of Payables:
\$479,294.23
- Approval of Payroll:
\$109,790.33

Call Information

1-253-215-8782 United States Toll

Meeting ID: 273 377 5980

Passcode: 1930

View Meeting Online:

<https://us02web.zoom.us/j/2733775980?pwd=SU14WTVqdGJpYnVMeEYzV1pJOEFOQT09&omn=87682101072>

OPENING OF COUNCIL MEETING

Mayor Yaeger opened the remote and in person council meeting at 7:00pm. The council members present were Michelle Plumb, Dennis Chamberlain, Jen Verhey, William Green (remote), Jessica Quinn, Mike Schrag, and Brooke Scheel. Staff members in attendance were Clerk-Treasurer Julie Flyckt, Deputy Clerk Treasurer II Michelle Asmussen (remote), Public Works Director Dave Breazeale, Interim Police Chief Bill Benner, and City Attorney John Kragt. City Fire Chief Joel Bell was excused. Also present were Linda Schrag, Ben Varela from Varela & Associates, Bernie Williams, and Derek & Susan Schafer.

ACCEPTANCE OF THE CONSENT AGENDA

Mayor Yaeger asked if there were any corrections or additions to the consent agenda. Council Member Brooke Scheel stated she had requested to discuss committee reports under item 4 last council meeting. Council Member Dennis Chamberlain made a motion to approve the consent agenda for November 5th, 2024, with the addition of Committee reports under Discussion Agenda. Council Member Brooke Scheel seconded the motion. Motion passed 7-0.

PUBLIC REQUESTS AND COMMENTS- Mayor Yaeger asked if there was anyone from the public who would like to comment. Bernie Williams from 1109 Hickory Ave stated he and his wife have been residents of Ritzville for about nine years. He requested an update on actions that are being taken on nuisance properties by council members on the two specific ones that he shared for parcel no. 19325230601210 and 310 N Whittlesey Street. Williams stated the two properties pose immediate and serious threats to public safety as their attractiveness of them. There are five children, all under the age of ten in the neighborhood. They live 50 yards from these properties, and he feels it poses a serious threat to their life and safety. Williams believes they have already been deemed nuisance properties by this council. Williams made poster boards to show the nuisance properties and left them with the council.

ACTION AGENDA

- A. **Well 8R Pay Estimate #9-POW Contracting-**Ben Varela stated the contractor installed the check valve put on the Well 8 pump and the start up was completed a couple weeks ago, and everything is working fine. The change order was for an amount not to exceed \$69,000 and the change order came lower at about \$60,000. POW took all of their costs off on the change order in order to lower the cost. They said since it is below their original estimate they are requesting to pick up their costs too, which were about \$7,300. Their costs added to the change order are a little over \$67,000 which is still below the original order amount. Varela told them he would bring it to the council and see how the council wants to proceed. The total pay estimate cost, including the change order, is \$324,530.96. Council Member Michelle Plumb made a motion to approve pay estimate #9 for well 8R Pump Station to POW Contracting in the amount of \$324,530.96. Council Member Dennis Chamberlain seconded the motion. Council Member Mike Schrag opposed. Motion passed 6-1.
- B. **General Sewer Plan Approval to Bid Sewer Cleaning and Inspection-**Mayor Yaeger stated as part of the general sewer plan is to contract to clean, and video inspect portions of the sewer collection system. The cost will be paid with funding the city has received. The provided maps show priority 1 (red) and priority 2 (blue) and the north side of Main and the South side on the other map. Public Works Director Dave Breazeale stated it is basically for the main lines and then the problem sewer lines at residences' houses. Council Member Michelle Plumb asked if Varela has gone through approving the grant award for this project. Varela stated this was started in 2023 with the USDA funding. Mayor Yaeger stated this scope of work will finish up the remainder of the plan to identify the lines that will need to be replaced. Mayor Yaeger stated council will need to approve moving forward with the bid sewer main cleaning and CCTV Inspection work. Council Member Brooke Scheel made a motion to approve Varela to go out to

THE CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING NOVEMBER 5TH, 2024

bid for the sewer main cleaning and CCTV inspection work. Council Member Jen Verhey seconded the motion. Motion passed 7-0.

- C. **6th Ave Sidewalk Project Change Orders 1, 2, and 3-Ardurra-** Mayor Yaeger stated change orders are for the additional work for the 6th Ave sidewalk project. Change order #1 is for an additional tree stump removal, change order #2 is for changing out line on fire hydrant line & fittings, and change order #3 is for the ADA ramp as it needed a transition panel because it was too steep (these limits were shown on the plan). Council Member Michelle Plumb made a motion to approve 6th Ave Sidewalk Change Order Numbers 1, 2, and 3, totaling \$6,364.29. Council Member Mike Schrag seconded the motion. Motion passed 7-0.
- D. **6th Ave Sidewalk Project Pay Estimate #1- Gonzalez Underground-** Mayor Yaeger stated the \$223,184.06 pay estimate includes the change orders 1-3. Council Member Mike Schrag made a motion to approve the contractor's application for payment no. 1 in the amount of \$223,184.06 including the change orders 1-3, to Gonzalez Underground LLC. Council Member Jessica Quinn seconded the motion. Motion passed 7-0.
- E. **Special Council Committee Hiring Freeze Amendment-**Council Member Michelle Plumb stated the committee felt it was important to give the council all the information on what we discussed and what they are trying to work through by providing a report in their packets that goes over the outcome of their first meeting. They met again last Friday for six hours going over the job description and other aspects of what they are trying to accomplish. The committee would like the council to consider the organizational chart, job description, and through the budget set wages and Mayor Scott Yaeger executes them. Council Member Plumb stated they would like to modify the organizational chart to eliminate the currently vacant second Deputy Clerk 1 position and add a new Department Head Position for community development. Once that is done, they would remove the hiring freeze and allow a part time records clerk to be funded through March 30th, 2025. The committee also requests the council to review the job description. Along those lines they would request the council to modify the budget to include the new department head wages for moving things around because it all comes out of current expense and have that presented by the first meeting in December. Clerk-Treasurer Julie Flyckt stated to put it in the budget, a salary needs to be determined. If this change also includes creating a new department, then there are additional costs to having that department, which will also need to be in the budget. Mayor Yaeger stated he does not feel the hybrid position is going to work, at least not a full-time position, and felt there are things that he needs to discuss with the committee. Council Member Brooke Scheel stated it was listed as optional in the job description, and she thinks the committee agrees that all the time wouldn't work because this is a relationship business. Flyckt stated what happens if that person is not here, as people come in to do permit. Does that mean the clerk department would have to do permits, with one less employee? Dennis Chamberlain stated yes, the staff would still be entering the permit and there would be an administrative fee charged for that portion and that is all the further the staff must go. The council felt that by implementing the new position this would take extra work off the clerk staff, which would open time for someone to put in the initial permit. Council Member Scheel stated part of the other conversations they have had also is retargeting customer habits. Right now, there is a customer habit where they show up to the counter to pay their bill, and they are doing all these things that can be done online. All these things should be done as automated processes and currently the city is not charging for those services. Council Member Scheel felt they do need to reduce the burden on the Clerk-Treasurer's load. Council Member Michelle Plumb made a motion to eliminate the currently vacant second deputy clerk treasurer 1 position, add a new department head position for a community development director, remove the hiring freeze, allow for a part time records clerk to be funded through March 30th, 2025

THE CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING NOVEMBER 5TH, 2024
approval of the submitted job description, and modified budget to include the new department head wages to be accessible no later than the 1st meeting in December 12/3. Council Member Brooke Scheel seconded the motion. Council Member Dennis Chamberlain amended the motion to have this completed by November 27, 2024, instead of December 3rd. Council Member Michelle Plumb seconded the amended motion. Motion passed 7-0. The mayor called for a vote on the original motion made by Michelle Plumb and seconded by Brooke Scheel. Motion passed 7-0.

- F. **Police Department Temporary Annual Leave Buyout Request**-Mayor Yaeger stated it was brought to his attention there are only two full time working officers for the City of Ritzville, and they are working three days on and two days off. On the days they are working they are on call for 14 hours and on duty for 10 hours, which does not leave any time to use annual leave. Mayor Yaeger requested temporary approval for a temporary annual leave buyout for the City of Ritzville Police Department, due to the vacancies with the Police Chief and one officer. The temporary period will be from November 1, 2024, to June 30, 2025, which totals 8 months. Right now, the current Personnel Policy does not allow for any annual leave buyout, which is in paragraph 3 of rule 7-5. Mayor Yaeger proposed hourly pay or 1 hour to 1 hour where the employee will be allowed to use this buy-out for annual leave accrued more than the employee's annual leave earned for a 1 year and 4-month period. Right now, there is only one officer that can benefit from this temporary change, because he is up against the max number of hours earned. Dennis Chamberlain stated at the finance committee, they were all under the consensus that this would be the right thing to do for the officers. Council Member Jen Verhey made a motion to approve the mayor's request to do the buy-out for the officers and put a temporary void on paragraph 3 of rule 7-5 that restricts the buy-out of annual leave for the period of Nov 1, 2024, to June 30, 2025. Council Member Mike Schrag seconded the motion. Motion passed 7-0.

DISCUSSION AGENDA

- A. **2025 Preliminary Budget**-Mayor Yaeger and Clerk-Treasurer Julie Flyckt provided a memo with the recent updates to the preliminary budget and those updates were discussed with the finance committee. Council Member Dennis Chamberlain pointed out on the second page of the memo there is a correction for the beautification fund amount from \$4,500 to \$5,400. Council Member Jen Verhey stated one of the things she was noticing under the 003 Law & Justice Fund with the professional services where it lists a grant writer, the new community development position may absorb that amount. Mayor Yaeger stated it needs to be somebody that knows the Law & Justice grant. Council Member Chamberlain stated on page 43 of the preliminary budget summary, 404 sanitation retainage fund there was an error. The beginning fund plus \$2.00 should carry over to the end balance. The fund itself is correct, it is just on this one sheet it was incorrect. Council Member Brooke Scheel wanted to know what the proper channel was if they had questions on the budget but did not sit on the finance committee. Flyckt stated the council can set up a special council meeting but it would need to be either the 13th or the 14th due to the holidays. The council decided to set a special workshop on November 14th at 4:00pm to go over the budget.
- B. **Committee Reports**-Council Member Michelle Plumb stated what she was told a prior Mayor had created all these committees, so the council didn't have to spend hours on it doing things. So, if they aren't getting updates that basically nullifies the entire point of having committees. So, you either have a longer council meeting or you let council have those updates. Mayor Yaeger stated to the committee chairs should give the updates. The agreement was to start fresh in 2025 with this on the 2025 agenda.

THE CITY OF RITZVILLE REMOTE/IN PERSON COUNCIL MEETING NOVEMBER 5TH, 2024
CORRESPONDENCE:

- A. Special Council Committee Hiring Freeze Concerns-Rane Schaub, Les Schwab
- B. City Hall and Building/Planning-Tom Carlson, Developer
- C. Environmental and Safety Hazards from Neighbor's Property-Bernie Williams, Property Owner
- D. Staffing/Budget Discussion-Tom Reese, Grainery District Project Manager

MAYOR UPDATES: Mayor Yaeger stated he is requesting that all council members and council committees work through the department heads when they need help from their employees. It seems that it can interrupt some of the workday business so can you please respect that.

DEPARTMENT UPDATES

- A. **City Attorney:** John Kragt stated if the council has legal questions, the council can ask him.
- B. **Public Works-**Public Works Director Dave Breazeale stated the crew has been taking care of sewer lines, valves, and two water breaks from the last two weeks. They will also be doing leaf pick up in the next month.
- C. **Police-** Interim Chief Bill Benner stated there have been 62 calls since the last council meeting, two were burglaries, three thefts, a couple vehicle prowls so people out there at nighttime. We are still moving our game cameras around to catch pictures of those people out at night. The new replacement car is done and ready. The Adams County Sheriff's Office report for the bomb threat incident is now up to 248 pages so there is a lot of paperwork that goes into all the warrants that have been accumulated and all the interviews that have been done. We are bringing it down to a nearly finished project. Another student threat popped up Friday so they will start with that one.
- D. **Clerk/Treasurer-**Clerk-Treasurer Julie Flyckt stated she is working on two sign permits, an accessory structure permit that just came in, and staff are creating bills this week, and she is working on the preliminary budget. Dave McCormick's retirement party has been set for Friday November 15th at 2:00pm at the Wheat Growers.

ADJOURNMENT-With no further comments or business to come before the council, Mayor Yaeger adjourned the remote and in person meeting at 9:00pm.

Michelle Asmussen, Deputy Clerk-Treasurer II-



VARELA
Engineering & Management

December 20, 2024

City of Ritzville
216 E. Main Ave.
Ritzville, WA 99169

ATTN: Mayor and City Council
RE: Collection System Cleaning and TV Inspection Project

Dear Mayor and City Council, Dave, and Julie:

Bids were opened on Thursday, December 19 at 1:00PM for the Collection System Cleaning and TV Inspection Project. Two bids were received and reviewed and are summarized as follows:

	Engineer's Estimate	Big Sky Industrial	Gonzales Underground
Base Bid - Priority 1	\$96,249.60	\$56,560.95	\$90,197.82
Schedule A – Priority 2	\$27,270.00	\$15,342.75	\$23,765.40
Total (Base + Sch A)	\$123,519.60	\$ 71,903.70	\$113,963.22

A detailed bid tabulation of the bids is enclosed. The low bidder is Big Sky Industrial, from Spokane, WA. We have reviewed the bid package submitted by the low bidder and find it in order. We have also inquired about the bidder's performance record and financial status, and the reports are satisfactory. This project is being funded by the Department of Ecology (ECY) and therefore bid information is also being sent to ECY for their review and approval.

We recommend Award of the Contract to the low bidder, Big Sky Industrial, for the Base Bid plus Schedule A, contingent upon ECY approval.

Upon City Council and Ecology concurrence, we will initiate the paperwork with the City and Contractor.

As always, if you have any questions, please don't hesitate to contact me.

Sincerely,

VARELA ENGINEERING & MANAGEMENT

Daniel Cowger
Project Engineer

Spokane
601 W Mallon Ave, Suite A
Spokane, WA 99201
509.328.6066

varela-engr.com

CITY OF RITZVILLE
Collection System Cleaning and TV Inspection Project
TABULATION OF BIDS RECEIVED:

I HEREBY CERTIFY THAT THIS TABULATION IS A TRUE AND ACCURATE RECORD OF BIDS RECEIVED AND READ AT THE TIME AND PLACE INDICATED.

BY: Jared Anderson, Project Engineer

Jared Anderson

BASE BID - PRIORITY 1

SECTION	DESCRIPTION (Bid Item No.)	ESTIMATED QUANTITY	ENGINEER'S ESTIMATE		Big Sky Industrial 9711 W. Euclid Rd. Spokane, WA 99224		Gonzales Underground PO Box 731 Davenport, WA 99122		
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
01 10 00 GENERAL REQUIREMENTS									
101	Traffic Maintenance, Control and Safety	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 3,575.00	\$ 3,575.00	\$ 19,000.00	\$ 19,000.00
01 03 00 MOBILIZATION AND ADMINISTRATION									
102	Mobilization and Administration (max 8% of Sch A Bid Subtotal)	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 2,520.00	\$ 2,520.00	\$ 1,500.00	\$ 1,500.00
33 01 30 CLEANING AND CCTV INSPECTION OF WASTEWATER PIPELINES									
103	CCTV Inspections	9,265	LF	\$ 8.00	\$ 74,120.00	\$ 4.25	\$ 39,376.25	\$ 6.10	\$ 56,516.50
104	Root Removal	20	HR	\$ 450.00	\$ 9,000.00	\$ 345.00	\$ 6,900.00	\$ 325.00	\$ 6,500.00
				SUBTOTAL	\$ 89,120.00				
				SALES TAX (8%)	\$ 7,129.60				
				TOTAL	\$ 96,249.60				\$ 90,197.82

SCHEDULE A - PRIORITY 2

SECTION	DESCRIPTION (Bid Item No.)	ESTIMATED QUANTITY	ENGINEER'S ESTIMATE		Big Sky Industrial 9711 W. Euclid Rd. Spokane, WA 99224		Gonzales Underground PO Box 731 Davenport, WA 99122		
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
01 10 00 GENERAL REQUIREMENTS									
201	Traffic Maintenance, Control and Safety	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,750.00	\$ 1,750.00	\$ 5,900.00	\$ 5,900.00
01 03 00 MOBILIZATION AND ADMINISTRATION									
202	Mobilization and Administration (max 8% of Sch A Bid Subtotal)	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 1,700.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00
33 01 30 CLEANING AND CCTV INSPECTION OF WASTEWATER PIPELINES									
203	CCTV Inspections	2,125	LF	\$ 8.00	\$ 17,000.00	\$ 4.25	\$ 9,031.25	\$ 6.12	\$ 13,005.00
204	Root Removal	5	HR	\$ 450.00	\$ 2,250.00	\$ 345.00	\$ 1,725.00	\$ 320.00	\$ 1,600.00
				SUBTOTAL	\$ 25,250.00				\$ 22,005.00
				SALES TAX (8%)	\$ 2,020.00				\$ 1,760.40
				TOTAL	\$ 27,270.00				\$ 23,765.40

Mathematical error by contractor

TOTAL BASE BID + SCHEDULE A \$ 123,519.60

\$ 71,903.70

\$ 113,963.22

Tara Dunford, CPA
Certified Public Accountant

taradunfordcpa@yahoo.com

(253) 273-4379

December 16, 2024

Scott Yaeger
City of Ritzville
216 E Main Street
Ritzville, WA 99169

Dear Scott,

Thank you for requesting my assistance with your accounting needs. The purpose of this letter is to outline the services to be provided and give you an estimate of the time it will take.

You have requested that I assist the City of Ritzville by providing technical accounting assistance as requested.

My Responsibilities

The objective of the engagement is to apply accounting and financial reporting expertise to assist you with assigned projects.

I will conduct the engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, including the ethical principles of integrity, objectivity, professional competence and due care.

The engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the city or noncompliance with laws or regulations. However, I will inform you of any material errors or evidence of fraud that come to my attention during the engagement. In addition, I will inform you of any evidence or information that comes to my attention during the engagement regarding any wrongdoing within the city or noncompliance with laws and regulations that may have occurred, unless they are clearly inconsequential. I have no responsibility to identify and communicate deficiencies or material weakness in your internal control as part of this engagement.

Your Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that my responsibility is to assist you with accounting and reporting. You have the following overall responsibilities that are fundamental to my undertaking the engagement in accordance with Statements on Standards for Accounting and Review Services:

1. The prevention and detection of fraud.

2. To ensure that the city complies with the laws and regulations applicable to its activities.
3. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgements, you provide to me for the engagement.

Other Relevant Information

I am solely responsible for performing the engagement. Work will be performed primarily from my home office, with visits to your office as needed. Fees for these services will be based on the actual time spent at an hourly rate of \$195/hour, not to exceed 25 hours or \$4,875. I will not bill you for any travel, out-of-pocket or other costs. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before additional costs are incurred. Invoices for these fees will be rendered each month as work progresses and are payable within 30 days. All work performed under this agreement shall be completed by December 31, 2025.

I appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of the engagement. If you have any questions, please let me know. If you acknowledge and agree with the terms of the engagement as described in this letter, please sign and return.

Sincerely,

Tara Dunford

Tara Dunford, CPA

Acknowledged:

City of Ritzville

Scott Yaeger, Mayor

Date

January 3, 2025

Ritzville City Council
c/o Scott Yeager, Mayor
City of Ritzville
216 E. Main
Ritzville, WA 99169

RE: NOTICE OF INTENT TO COMMENCE ANNEXATION PROCEEDINGS

Dear Mayor Yeager and Members of the Ritzville City Council,

SynTier Engineering, Inc. is representing Derek and Susan Schafer, who own real property lying outside of the corporate limits of the City of Ritzville. The parcel shown (Exhibit A) and the legal description (Exhibit B) are contiguous to the existing City Limits and are within the Urban Growth Area. The parcel is represented as Ownership 1 of a Record of Survey recorded under Adams County Auditor file number 337605. Also known as parcel 1935230790003, the property is adjacent to Highway 261 to the west and Heinemann to the south. Derek and Susan Schafer hereby advise the City of their desire to commence annexation proceedings in accordance with RCW 35.13.125 through 35.13.130, and further requests a comprehensive plan designation for Ownership 1, 48.72 acres, as a General Commercial Zone (C-2).

Pursuant to RCW 35.13.125, we request that the City of Ritzville set a date within the next 60 days for a meeting to determine whether the City will (a) accept, reject, or geographically modify the proposed annexation, (b) require the simultaneous adoption of the comprehensive plan, and/or (c) require the assumption of all or of any portion of existing City indebtedness by the area to be annexed.

Sincerely,



Thomas Stirling, Principal
SynTier Engineering, Inc.

Cc: Julie Flickt, City Clerk/Treasurer
Derek and Susan Schafer

EXHIBIT A

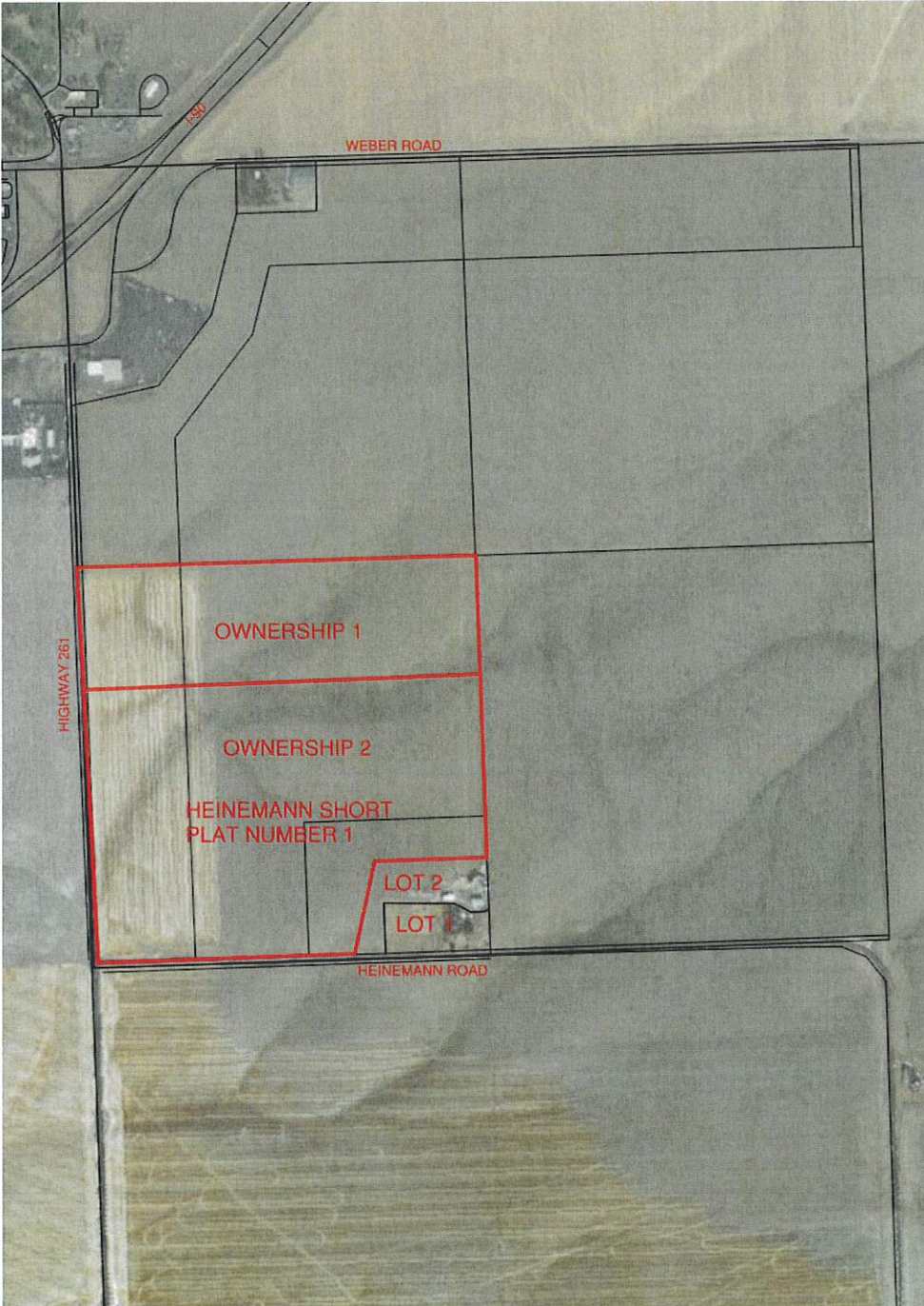


EXHIBIT B**OWNERSHIP 1**

THE NORTH 800 FEET OF LOT 3 OF HEINEMANN SHORT PLAT NUMBER 1 RECORDED UNDER AUDITOR'S FILE NUMBER 278330 BEING VOLUME 1 OF SHORT PLATS, PAGE 117, RECORDS OF ADAMS COUNTY, SITUATE IN THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 19 NORTH, RANGE 35 EAST, WILLAMETTE MERIDIAN, ADAMS COUNTY, WASHINGTON.

TOGETHER WITH THE NORTH 800 FEET OF LOT 4 OF SAID HEINEMANN SHORT PLAT NUMBER 1.

CONTAINING: 2,122,118 SQUARE FEET OR 48.72 ACRES OF LAND MORE OR LESS

OWNERSHIP 2

LOT 4 OF HEINEMANN SHORT PLAT NUMBER 1 RECORDED UNDER AUDITOR'S FILE NUMBER 278330 BEING VOLUME 1 OF SHORT PLATS, PAGE 117, RECORDS OF ADAMS COUNTY, SITUATE IN THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 19 NORTH, RANGE 35 EAST, WILLAMETTE MERIDIAN, ADAMS COUNTY, WASHINGTON.

EXCEPT THE NORTH 800 FEET THEREOF;

TOGETHER WITH LOT 3 OF SAID HEINEMANN SHORT PLAT NUMBER 1;

EXCEPT THE NORTH 800 FEET OF SAID LOT 3.

CONTAINING: 4,368,670 SQUARE FEET OR 100.29 ACRES OF LAND MORE OR LESS



WEBER ROAD

GRANLAND ACRES
SHORT PLAT
LOT 4

HEINEMANN SHORT
PLAT NUMBER 2

LOT 2

PARCEL TO BE
ANNEXED.
48.72 ACRES

DESTRICH
PALMY TRUST

LASTING LEGACY
WILDLIFE MUSEUM

GRANLAND ACRES
SHORT PLAT
LOT 4

LOT 1

BIG BEND
ELECTRIC CO-OP

MAVERIK
GRANLAND ACRES
SHORT PLAT
LOT 2

GRANLAND ACRES
SHORT PLAT
LOT 4

OWNERSHIP 1
Per BLA recorded
AFN 337605

OWNERSHIP 2
Per BLA recorded
AFN 337605

HEINEMANN SHORT
PLAT NUMBER 1

LOT 3

LOT 2

LOT 1

HEINEMANN ROAD

I-90

HIGHWAY 261

LOVES TRAVEL
STOP

GRANLAND ACRES
SHORT PLAT
LOT 4

CALBREATH LAND
AND LIVESTOCK

HIGHWAY 261

LOT 4

LOT 2

LOT 1

SPATIER
Engineering, Inc.
55 Elmwood Rd., Suite 104
Cincinnati, OH 45215
www.spatier.com 513-761-1898

City of Ritzville

General Land Use Permit Application

Agency Use:

File No. _____	Application type:	↑ Long Plat	↑ Variance	↑ Bldg. Permit	Date complete: _____ Hearing date: _____ Action date: _____ Effective date: _____
Rec'd by: _____	↑ Comp Plan Amend	↑ Short Plat	↑ Final plat	↑ Mech. Permit	
Date rec'd: _____	↑ Zone Change	↑ Cond. Use	↑ Lot Line Adj	↑ Plumb Permit	
	↑ Sign Permit	↑ Other		↑ Fee Paid?	

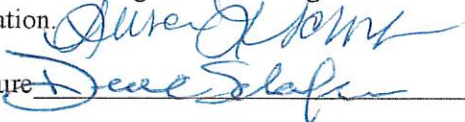

Applicant Information:

Property Owner: <u>Derek and Susan Schafer</u>	Applicant: <u>Same as owner</u>
Mailing Address: <u>1101 North Sievers Lane</u>	Mailing Address: _____
City, State, Zip: <u>Ritzville, Washington 99169</u>	City, State, Zip: _____
Daytime Phone: <u>509.660.0086</u>	Daytime Phone: _____
Architect/Engineer/Representative: <u>SynTier Engineering, Inc.</u>	
Mailing Address: <u>405 SE Brelsford Dr., Ste. C</u>	Daytime Phone: <u>509.339.6187</u>
City, State, Zip: <u>Pullman, Washington 99163</u>	

Project & Site Information (attach additional pages if necessary):

Project Description: <u>See attached narrative</u>	
Site Location: <u>East of Highway 261, South of I-90 and Weber Road, North of Heinneman Road</u>	
Assessor's Tax No. <u>1935230790003</u>	Addition _____ Block _____ Lot _____
Site Size: <u>48.72</u>	Comprehensive Plan Designation: _____ Overlay Zoning: _____
Existing Use: <u>Agricultural</u>	Proposed Use: <u>C-2</u>

I affirm that all answers, statements and information submitted with this application are correct and accurate to the best of my knowledge and that the requested activity, if permitted, will be conducted in full compliance with all ordinances of the City of Ritzville all conditions imposed on this permit's approval or the approval of any previous permits affecting development on this site.. I also affirm that I am the owner of the subject site or am authorized by the owner to process this application. Further, I grant permission from the owner to any and all town employees and representatives of governmental agencies to enter upon the property as reasonably necessary to process this application.

Signature  Print Name Susan Schafer Date 12/9/24
 Derek Schafer

Supplemental Submittal Requirements:

↑ SEPA Checklist (For projects not exempt from environmental review. Contact City for checklist on disk.) ↑ Required Plans (Site plans, building elevations, landscaping plans and/or structural drawings as required by code.) ↑ Proposed Findings (For discretionary land use permits as outlined in the municipal code.) ↑ Property Owner Notification List (For land use permits requiring public notice.) ↑ Other: _____ _____ _____	Fee Calculation: _____ _____ _____
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December 9, 2024

THE GRAINERY DISTRICT PROJECT NARRATIVE

The Grainery District, once annexed into the City of Ritzville, will consist of a mix of commercial/retail and office space. It is anticipated that a public road network will be planned and constructed to efficiently route auto and pedestrian traffic throughout the project to the potential available sites for development. Other accesses will be planned and developed to ensure local and emergency ingress and egress to sub-sites by utilizing public easements. All city utilities and local purveyor dry utility mainlines will be installed within the public right of way to ensure proper maintenance and operations. Most or all of the public infrastructure will be constructed privately and dedicated to the City of Ritzville, with the exception of any potential public / private partnership for enhancing the need for vehicular and pedestrian access, utility upgrades and city parks.

Annexation Petition and Zoning Process and Timeline

Annexation Petition, Comprehensive Map and Zoning Amendment Application (Type III Review)

1. Initiation of the 60 percent Petition Annexation:
 - Submit letter of intention to City Council.
2. Meeting on the Annexation Proposal:
 - After the City Council is notified of the proposed annexation, the city council is to set a date (within 60 days after the filing of the notice) for a meeting with the initiating parties.
 - The meeting day will be a city council meeting. The council meets the first and third Tuesday of the month at 7pm at Ritzville City Hall.
3. Petition Requirements
 - After the meeting on the annexation proposal is complete and city council accepts the initial annexation proposal, the initiating parties may draft and circulate a petition for signatures.
 - Submit petition to city council.
4. Legal Sufficiency of the Petition
 - Within three working days of the filing of the petition with the city, the petition must be transmitted to the county assessor for a determination of sufficiency.
5. Hearing on Petition:
 - When a legally sufficient petition is filed with the city council, the council may consider it (it is not required to), and
 - Set public hearing: there will be two public hearings set 30 days apart for annexation, comprehensive plan, and zoning map amendment.
6. Planning Commission:
 - Petition will be sent to Planning Commission for review and resolution adoption recommending council approve all actions.
7. Public Notice for Hearings:
 - Post notice in 3 buildings (at least 14 days before hearing).
 - Publish in newspaper (at least 10 days before hearing).
 - Mail notice to property owners within 300 feet (excluding right-of-way, 14 days before hearing).
 - Post notice on all street frontage of the property (at least 10 days before hearing).
 - Planning Commission sends recommendation to City Council to be reviewed.
 - If approved by City Council, said approval shall become final 10 days after publication.

- A final public hearing on the ordinances regarding the proposed annexation, and the Zoning Designation. The decision of the City Council on these matters shall be effective on the date set forth in the ordinances approving or denying such actions, subject to any appeal period allowed by law.

Due to the zoning application being a comprehensive plan action there will be two public hearings. The second public hearing will be 30 days after the first public hearing and follow the same process as outlined above.

Annexation Petition and Zoning Fees

Annexation Petition

Annexation Application:	\$200 + expenses
Public Hearing Notices:	\$5/parcel within 300 feet

Zoning Application

Comprehensive Plan Amendment:	\$800 + expenses
Environmental Checklist (SEPA) Review:	\$200

December 30, 2024

Mayor and City Council:

We support the City Council acting on three items that the City has been considering for some time. Without action on each of these items, multiple projects that are in the planning stage are at risk.

First, we are in favor of a Traffic Impact Fee at a reasonable level. We feel that \$2,500 per trip (single family home is one trip) is a level that homebuyers could afford. A schedule for commercial business that correlates with the \$2,500 per trip charge would need to be developed by Ardurra.

1) Please consider adopting the Traffic Impact Fee at a reasonable level.

Second, Fees need to be reduced. A homebuilder is ready to build this spring if fees are reduced. If not, he will build in another City. A home that costs \$20,000 more to purchase in Ritzville than another community due to high fees would not be a wise investment. High fees are the most punitive to home buyers that can least afford it.

2) Please consider reducing fees to a level that makes Ritzville a place people can invest in and afford to purchase a home in.

Third, the City Code updates should be adopted. Our plat was designed around the City comprehensive plan and new mixed-use zone. To build homes, the code needs to be updated.

3) Please consider finishing the code update including the new mixed-use zone.

Thank you,

The image shows two handwritten signatures in blue ink. The first signature is 'Derek Schafer' and the second is 'Susan Schafer'. Both are written in a cursive, flowing style.

Derek and Susan Schafer

January 3, 2025

Mayor and City Council:

After submitting our letter dated 12.30.24, we had some additional thoughts related to the System Development Charges (SDC's).

Our understanding is that current SDC rates were developed using a model built by the City's consultant.

Some questions to consider:

How well did the model perform? Was it accurate?

Or in other terms, did the SDC charges achieve the desired results?

We believe in the free market and that consumers have a choice. Selling the same home in Ritzville for \$20,000 more than in a neighboring community would be difficult.

Free market examples exist everywhere. Here is one hypothetical example to consider:

A new gas station will be built. A plan is designed to pay off their investment in only two years. The only catch is, they will need to charge \$6.00 per gallon for gas to make the model work.


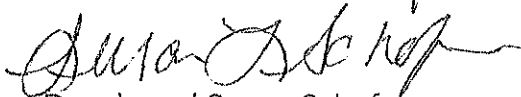
How much gas will they sell? Not much. They would need to match their competition to survive.

Please consider the free will of consumers when thinking about the City fee structure.

Homebuyers and Businesses get to choose where they live and locate.

High Fees = Low Growth

Thank you,



Derek and Susan Schafer

For over 80 years the Galbreath family, along with many other loyal families, have been deeply committed to the growth and prosperity of the Ritzville community. After attending last week's council meeting, we feel the need to express our opinion regarding the recent discussion on the TIF that new business/commercial/residential projects would incur.

First, we want to express our enthusiasm for ongoing development initiatives in Ritzville and advocate for continued efforts to foster growth and progress within our community.

Owners of Galbreath Land and Livestock are currently 4th and 5th generations of our family still living in the area.

Our great, great-grandfather, Daniel Buchanan, saw a need here in Ritzville and bequeathed his valuable and extensive personal books to the city of Ritzville to be the basis of a public library.

Our Grandmother Scott donated the land for the three-hole expansion of the golf course.

Maynard and Alma Scott Galbreath donated the land for the nursing home.

The D.A. Scott addition of 9.5 acres annexed to the city required Galbreath Land and Livestock to build the street and install city utilities to the city for what is now Galbreath Way.

And most recently we shared in the boring costs to provide services under the freeway associated with the developing the Love's truck stop that is also annexed into the city.

We are confident that, through collective efforts, we can create an environment that not only attracts development but also aligns with the vision of a **thriving and dynamic Ritzville**. We desire to collaboratively brainstorm ideas and share perspectives on how to best shape the future of Ritzville.

This is not intended to be a complete list but rather to show that our interest in Ritzville is to provide a healthy environment and an opportunity for citizens to earn their own way. You can see the library and golf course are still important and add to the quality of life for residents of the city.

We as a family understand the importance of funding essential city services and infrastructure and we are committed to working collaboratively to finding a mutually beneficial solution. Still, we implore the council to consider the potential **long-term benefits** that could arise from a reduction in land development fee's structure.

As the Mayor and City Council members of Ritzville we ask that while considering a TIF schedule we would like to see that it proceeds with a simultaneous overhaul of the existing

fee structure (building permit, water/sewer hook-ups fee, etc.) We look forward to Kyle Niehenke's (ACDC Director) findings from his Feb 5th letter that should help put into perspective reasonable fees from communities similar to ours. The Shafer's also outlined those items in their letter and recently from firsthand experience we dealt with these fees with the three new homes that were built in 2023. While we recognize the need for local housing, the existing city fee schedule are a deterrent to additional growth due to the infrastructure required for these development proposals. We find ourselves pushing the pencil and scratching our heads, and wondering why we should consider the debt, risk, and time for future development.

Lowering these financial barriers would not only encourage more development initiatives but also attract individuals and businesses passionate about investing in "the future Ritzville". We are aware that finding a balance between revenue needs and fostering growth is a delicate task.

We feel the discussion centers primarily on costs and not enough research has been provided on the benefits. Not only will additional housing stabilize the work force needed for local business growth, it will also add to the quality of life for our community and provide additional long term residual revenue for the city in the form of sales/property tax and other various city revenues with regard to utilities and beyond. (5, 10, 20, 50 yrs down the line).

We believe that by working together, we can explore solutions that make responsible land development more affordable without compromising the city's fiscal well-being. We encourage you to consider our input and we welcome future conversations.

Thank you for your time and consideration.

The Galbreath Family

A handwritten signature in blue ink that reads "Bob Galbreath". The signature is written in a cursive style with a large initial "B".

Galbreath Land & Livestock proposed TIF %				80%	90%
Gas station	pumps	rates			
CHEVRON	6	\$20,422.00		\$122,532.00	\$137,844.00
LOVES	16	\$20,422.00		\$326,752.00	\$367,584.00
CIRCLE K	4	\$20,422.00		\$81,688.00	\$91,896.00
HOUSE	3	\$3,065.00		\$9,195.00	\$10,344.00
motel					
BEST WESTERN (92 rms)	92	\$1,924.00		\$177,008.00	\$199,088.00
coffe shop/fast food					
STARBUCKS/TACO DEL MAR	1	\$1,500.00		\$87,000.00	\$97,500.00
				\$804,175.00	\$904,256.00

The above figures are TIF but no building permit fees, Building permit fees would be in addition to

* figures sourced from Ardurra Chart from Feb 1, 2024 presented at city council meeting from Bill White

\$400,000 new single family home breakdown

building permit	\$3,024.23
plan review	\$1,965.75
state fee	\$6.50
1" meter (sewer/water)	\$18,500.00
80% TIF	\$3,065.00
total	\$26,561.48



January 6, 2025

City of Ritzville Mayor Scott Yaeger and City Council Members

Scott Yaeger (scott.yaeger@ritzville-wa.us)
Jessica Quinn (jessica.quinn@ritzville-wa.us)
Brook Scheel (brook.scheel@ritzville-wa.us)
William Green (william.green@ritzville-wa.us)

Dennis Chamberlain (dennisormary@gmail.com)
Mike Schrag (mschrag4@gmail.com)
Jen Verhey (jen.verhey@ritzville-wa.us)
Michelle Plumb (michelle.plumb@ritzville-wa.us)

RE: City of Ritzville Traffic Impact Fees & System Development Charges

Mayor and Council Members:

I am writing to you to share my public comments ahead of this week's city council meeting on Tuesday January 7, 2025. As the Executive Director for Adams County Development Council, I am charged with the task of representing the economic development needs of Adams County and our cities within. I am also a 10.5-year resident of Ritzville.

Right now, Ritzville is poised for real, sustainable jobs growth. Through aggressive outreach, marketing, and networking I have been able to highlight and showcase Ritzville to business and industry site selectors nationwide. Working in tandem with our local landowners and utility partners, we have actively engaged regional site selectors to put Ritzville on their target list for expansion and relocation.

For the first time in a very long time, Ritzville is being actively considered for significant investment in businesses and industry that would provide real, family-wage careers.

However, each of these potential projects is contingent on an increase in housing supply for Ritzville. Housing availability is fundamentally tied to economic development, and in small towns such as ours, businesses and industry are simply unwilling to make an investment in a location without knowing that the housing supply will be there first.

If Ritzville decides to follow the outside engineer's recommendations for System Development Charges and Traffic Impact Fees, we will be effectively putting a moratorium on housing and development. We all agree that growth should *help* pay for growth. **However, if that cost assigned to new growth is exorbitant, new growth simply won't happen.** When that is the case, the economic prospects are gone, new jobs do not happen, and instead of having outside money contribute to the much-needed repairs and upkeep of the system, *the residents in the city are left to pay the bill 100% on their own.*

For developers, if prospective locations impose fees that are cost prohibitive, they simply move on. Ritzville needs to take a strategic approach to our development strategy. We must play our roles in the economic development ecosystem, and we must play it extremely competitively. The free market will always prevail. I am asking you not to let Cheney, Moses Lake, Medical Lake, or Tri-Cities take our opportunity for growth. It is Ritzville's time to grow.

Respectfully,

Kyle A. Niehenke, MBA
Executive Director, Adams County Development Council

February 5, 2024

City of Ritzville Mayor Scott Yaeger and City Council Members

Scott Yaeger (scott.yaeger@ritzville-wa.us)
Jessica Quinn (jessica.quinn@ritzville-wa.us)
Garrett Blauert (garrett.blauert@ritzville-wa.us)
William Green (william.green@ritzville-wa.us)

Dennis Chamberlain (dennisormary@gmail.com)
Mike Schrag (mschrag4@gmail.com)
Jen Verhey (jen.verhey@ritzville-wa.us)
Michelle Plumb (michelle.plumb@ritzville-wa.us)

RE: City of Ritzville Traffic Impact Fees and City Fee Schedule

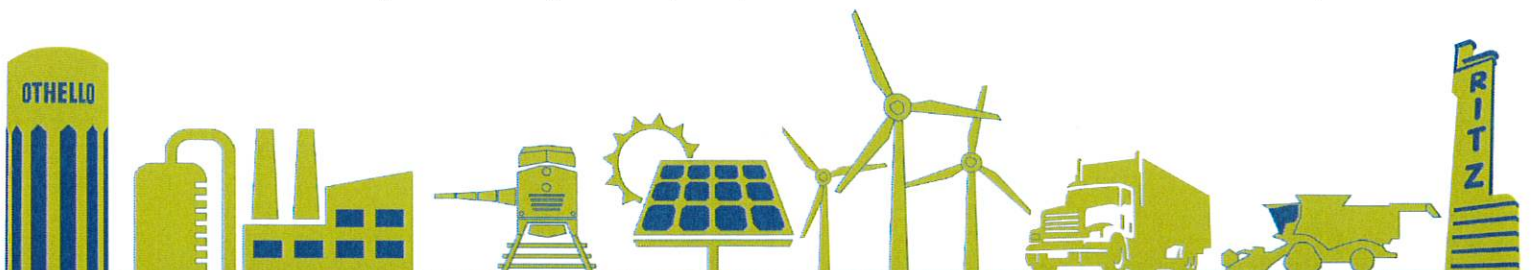
Mayor and Council Members:

I am writing to you to share my public comments to you in lieu of my attendance at this week's city council meeting on Tuesday February 6, 2024. I would have liked to attend this meeting, but I have prior commitments out of state. The bulk of this letter is regarding the proposed Traffic Impact Fees (TIF) and City Fee Schedule.

As you know, I am the Executive Director for Adams County Development Council (ACDC). ACDC is the official Associate Development Organization (ADO) for Adams County – representing the economic development needs of Ritzville, Lind, Washtucna, Othello, the Port of Othello, and all of Adams County as a whole. While I represent all of Adams County, I have personally lived in Ritzville for 9.5 years, celebrating my 10 year anniversary of moving to Ritzville this coming August. I bring my place of residence to attention to convey that although a majority of my work is devoted to the development opportunities and needs of Othello, our county's population center, my love and passion for development in Ritzville and East Adams County is both a professional and personal goal.

I am writing to ask that the council does not vote to accept the proposed fees at this time – with the understanding that the City of Ritzville and ACDC immediately work together to procure more data and statistics. The overall goal will be to arrive at a cost solution that encourages development while ensuring the City of Ritzville can earn and retain enough revenue from said development to continue to operate and improve the city's infrastructure and systems. I have already undertaken the task of beginning this research – which I started late in 2023. I have attached the email and excel template I sent out to Eastern Washington counties. The next step is to follow up with neighboring cities individually, which takes substantial time.

The number one goal of ACDC for Ritzville is to attract new development and growth to locate at or near Ritzville. The economic world we find ourselves in today is unfathomably competitive – site selectors and developers are exceptionally aware of the costs of doing business at each location. If cities and counties impose fees that are cost prohibitive to the developer, they simply move on. The economic development ecosystem we find ourselves in ensures that nearly every decision made by prospective development is a financial one. Ritzville, surrounded by extremely competitive and successful cities and counties on nearly all



sides, needs to take a strategic approach to our development strategy. Unfortunately, the proposed TIF and City fees are extremely cost-prohibitive. As the economic development lead for Ritzville, I ask that the city does not vote to accept these fees.

I look forward to working with the council to further progress my initial research data. I firmly believe that if we take a strategic approach to growth and development, Ritzville will absolutely benefit in both the short and long term. The Eastern Washington region is poised to receive substantial long-term growth – our unique location at the junction of US-395 and I-90 along with the BNSF main line is extremely attractive to warehousing and cold storage site developers – a conversation I have had many times with prominent developers. However, simply having the land and location is not enough. We have to play our roles in the economic development ecosystem and we have to play it competitively. Keeping our fees at a reasonable and attractive level for residential, commercial, and industrial development is the key to new economic opportunities for our region.

As both your Economic Development director and a nearly 10-year citizen of Ritzville, I hope you understand the purpose and passion behind this letter. I look forward to working with you all in the coming months. Thank you for your time.

Respectfully,



Kyle A. Niehenke, Executive Director
Adams County Development Council



City of Ritzville 2025 Fee Schedule

Attachment A

CEMETERY FEES

	Non-Resident	Resident
Cemetery Lot*	\$1,025 + tax	\$775.00 + tax
Ash Cemetery Lot*	\$775.00 + tax	\$525.00 + tax
Lot Opening/Closing	\$750.00	\$625.00
Lot Opening/Closing (Weekend)	\$975.00	\$850.00
Niche Drawer*	\$875.00 + tax	\$750.00 + tax
Niche Opening/Closing	\$525.00	\$400.00
Niche Opening/Closing (Weekend)	\$650.00	\$525.00
Ash Burial	\$525.00	\$400.00
Ash Burial (Weekend)	\$650.00	\$525.00
Setting Small Headstone (under 2 feet)	\$385.00	\$260.00
Setting Single Headstone	\$405.00	\$285.00
Setting Double Headstone	\$430.00	\$305.00
Cup Setting	\$275.00	\$225.00
Load of Dirt	\$255.00	\$215.00
Disinterment Full Body (Weekday)	\$2,175.00	\$2,175.00
Disinterment Full Body (Weekend)	\$3,175.00	\$3,175.00
Disinterment Ash	\$875.00	\$875.00
Payment Plan – Admin. Fee	\$40.00	\$20.00

* - 20% of the rate goes into Cemetery Reserve Fund

WATER & SEWER CONNECTION FEES

Water connection fees	\$2,300 + actual cost of meter
Water Line Tap fee	\$250.00
Sewer connection fee	\$1,800.00
Sewer Backflow Device	Actual cost of device
State of Washington Fee	\$6.50
Administrative Fee	\$20.00

WATER & SEWER SYSTEM DEVELOPMENT COSTS

Water System Development Charges for Various Meter Sizes – Not Including Water Rights Component

Description	ERUs	SDC for Main Pressure Zone *	SDC for Weber Rd. Pressure Zone *
¾" Meter	1.0	\$ 3,109	\$ 4,459
1" Meter	1.7	\$ 5,285	\$ 7,580
1-½" Meter	3.3	\$ 10,260	\$ 14,715
2" Meter	5.3	\$ 16,478	\$ 23,633
3" Meter	11.7	\$ 36,375	\$ 52,170
4" Meter	20.0	\$ 62,180	\$ 89,180
6" Meter	41.7	\$129,645	\$185,940
Special Cases ⁽⁴⁾	Case by Case	TBD	TBD

* - Does not apply to fire hydrants or fire systems

City of Ritzville 2025 Fee Schedule

Attachment A

Wastewater System Development Charges for Various Meter Sizes

Description	ERUs	SDC w/ Future Growth Component
Residential: Single-Family, Duplex, 3-plex, 4-plex	1.0 / DU	\$4,910 / DU
Non-Residential	¾" Meter	\$ 4,910
	1" Meter	\$ 8,347
	1-½" Meter	\$ 16,203
	2" Meter	\$ 26,023
	3" Meter	\$ 52,447
	4" Meter	\$ 98,200
6" Meter	41.7	\$204,747
Special Cases	TBD	TBD

WATER, SEWER, & GARBAGE FEES

Water Fees:

Cubic Feet

0-599	\$53.30
Every 100 after	\$1.50

Bulk Water - Meter

Setup Fee	\$50.00
Deposit	\$700.00
Meter Rental	\$6/day

Bulk Water Fees:

First 1,000 Gallons	\$75.00
Every 1,000 thereafter	\$20.00

Utility Fees

Administrative Fee for opening/closing an account (applies to any utility)	\$20.00
<u>Open/close account fee</u>	<u>\$20.00</u>
<u>Change of account fee</u>	<u>\$20.00</u>
Turn On/Off Fee	\$50.00
<u>Past Due Penalty Fee</u>	<u>5% of total past due</u>
<u>Meter Tampering Fee</u>	<u>\$50.00/occurrence</u>
<u>Broken Meter Lock</u>	<u>\$150.00</u>
<u>Pull Meter Fee</u>	<u>\$100.00</u>
Utility Tax Fee	10% of total water amount
Outside City Limits	\$79.95
Utility Deposit	\$300.00

City of Ritzville 2025 Fee Schedule

Attachment A

Sewer Fees:

	Base Fee	Unit Fee
Residential & Churches	\$59.75	
Business Offices & Day Care	\$62.76	
Motels, Hotels, Tourist Courts	\$59.75	\$6.75*
Seasonal Trailer Parks	\$59.75	\$5.60
Multi-family Housing	\$59.75	\$13.00
Tavern, Service Stations, Restaurants, Drive-Ins, Convenience Stores	\$76.26*	
Hospital, Rest Home, Schools, Courthouse	\$102.49*	
Retired Person(s)	\$54.00**	
Outside City Limits	\$89.63 (50% Surcharge to basic fee)	
Utility Tax Fee	10% of total sewer amount	
Sewer Overage	\$0.40/100 cubic feet	
<u>Sewer Inspection Fee</u>	<u>\$50.00</u>	

*Subject to sewer overage. Based on water consumption over 599 cubic feet

**Retired person(s) (62 years or older) requirements for discount:

1 person:	annual household income is below \$30,500
2 persons:	annual household income is below \$34,900
3 persons:	annual household income is below \$39,250
4 persons:	annual household income is below \$43,600
5 persons:	annual household income is below \$47,100
6 persons:	annual household income is below \$50,600
7 persons:	annual household income is below \$54,050
8 persons or more:	annual household income is below \$57,550

Sewer Indebtedness Fee: =

(Charges applied if there is water available per Ordinance 2058)

Residential & Churches	\$37.00
Business Offices & Day Care	\$40.00
Motels, Hotels, Tourist Courts	\$37.00 + 3.85/unit
Seasonal Trailer Parks	\$37.00 + 3.20/unit
Multi-family Housing	\$37.00 + 7.50/unit
Tavern, Service Stations, Restaurants, Drive-Ins, Convenience Stores	\$48.00
Hospital, Rest Home, Schools, Courthouse	\$65.00

Septage:

License to dump septage in the City of Ritzville	\$25.00
Appointment Fee to dump the septage	\$25.00
Per Gallon (at point of origin & per truck load*)	\$0.28