



Agenda
REGULAR CITY COUNCIL MEETING
Richland City Hall ~ 505 Swift Boulevard
Tuesday, October 15, 2013

City Council Pre-Meeting, 7:00 p.m.

(Discussion Only - Annex Building)

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

(City Hall Council Chamber)

Welcome and Roll Call:

Pledge of Allegiance:

Approval of Agenda:

(Approved by Motion)

Presentations:

1. CityView Video: Richland Fire and Emergency Services Water Rescue Training
- Trish Herron, Communications and Marketing Manager

Richland Report:

(Mayor and Council Members)

Public Hearing:

(Please Limit Public Hearing Comments to 3 Minutes)

1. Proposed Revenue Sources, Including Property Tax - Ordinance No. 34-13
- Cathleen Koch, Administrative Services Director
2. Consideration of 2013 Amendments to the Comprehensive Plan
- Rick Simon, Development Services Manager
3. 2014 Community Development Block Grant and HOME Annual Action Plan
- Gary Ballew, Economic Development Manager

Comments:

(Please Limit Public Comments to 2 Minutes)

1. Public Comments
2. Reports of Boards, Commissions, and Committees
3. Report of Visiting Officials

Consent Calendar:

(Approved in its entirety by single vote or Council may pull Consent items and transfer to Items of Business)

Minutes - Approval:

1. Council Meeting Held October 1, 2013
- Marcia Hopkins, City Clerk

Ordinances - First Reading:

2. Ordinance No. 31-13, Correcting Zoning Designation for Property on Jericho Court
- Rick Simon, Development Services Manager
3. Ordinance No. 32-13, Dedicating and Establishing a New Roadway Connecting Jadwin Avenue and Gillmore Avenue
- Pete Rogalsky, Public Works Director
4. Ordinance No. 33-13, Amending RMC Chapter 2.32: Approving the 2017 Council Compensation Plan
- Cathleen Koch, Administrative Services Director
5. Ordinance No. 34-13, 2014 Ad Valorem Tax and Property Tax Levies
- Cathleen Koch, Administrative Services Director

Ordinances - Passage:

6. Ordinance No. 29-13, Amending RMC Title 5: Licensing and Taxation, Increase the Per Night Special Lodging Assessment Rate from \$1.50 to \$2.00
- Cindy Johnson, City Manager
7. Ordinance No. 30-13, Amending RMC Titles 17: Sewer and 18: Water, Establishing Rules for Billing Adjustments
- Pete Rogalsky, Public Works Director

Resolutions - Adoption:

8. Resolution No. 51-13, Declaring a Moratorium Prohibiting Producing, Processing and Retail Sales of Recreational Marijuana Pending the Adoption of Rules and Zoning Regulations Within the City
- Heather Kintzley, City Attorney
9. Resolution No. 62-13, Surplus of .7 Acres of Heritage Hills Park Property
- Phil Pinard, Planning and Capital Projects Manager
10. Resolution No. 63-13, Appointment to the Utility Advisory Committee: Edward Revell
- Marcia Hopkins, City Clerk
11. Resolution No. 64-13, Expressing Appreciation to Jim Carter for Service on the Utility Advisory Committee
- Marcia Hopkins, City Clerk
12. Resolution No. 65-13, Authorizing Application for Hanford Area Economic Investment Fund Loan
- Gary Ballew, Economic Development Manager

13. Resolution No. 66-13, Changing the Street Name from 7th Avenue to Keck Boulevard
- Rick Simon, Development Services Manager
14. Resolution No. 67-13, Reappointment to the Tri-Cities Regional Public Facilities District Board: Frederick Raab
- Marcia Hopkins, City Clerk
15. Resolution No. 68-13, Reappointments to the Parks and Recreation Commission: Samantha Beck and Shanta Katipamula
- Marcia Hopkins, City Clerk

Items for Approval:

16. Authorize Travel for Council Member Bob Thompson
- Cindy Johnson, City Manager
17. Amendment to Interlocal Agreement with the City of Kennewick Regarding Maintenance of Steptoe Street
- Pete Rogalsky, Public Works Director
18. Request for Proposals for Vacant Land at Columbia Point
- Gary Ballew, Economic Development Manager
19. Fee and Easement Agreement with Badger Mountain Village Masters Association
- Heather Kintzley, City Attorney
20. Final Plat of Heights at Meadow Springs, Phase 4
- Rick Simon, Development Services Manager
21. Increase the 2013 Budgeted Richland Share of the Tri-Cities Regional Public Facilities District Costs
- Bill King, Deputy City Manager

Award of Bid - Approval:

22. Award of Bid to Goodman and Mehlenbacher Enterprises, Inc. for Badger Mountain Irrigation District Waterline Intertie
- Pete Rogalsky, Public Works Director

Expenditures - Approval:

23. September 23, 2013 - October 4, 2013, for \$7,256,001.01, including Check Nos. 205710-206075, Wire Nos. 5460-5468, Payroll Check Nos. 99088-99102, and Payroll Wire/ACH Nos. 8211-8224
- Cathleen Koch, Administrative Services Director

Items of Business:

1. Economic Development Committee Funding Recommendations for the 2013 Commercial Improvement Program - Fall Cycle
- Gary Ballew, Economic Development Manager
2. Overview of the 2014 City Manager's Proposed Budget
- Cathleen Koch, Administrative Services Director

Reports and Comments:

1. City Manager
2. City Council
3. Mayor

Adjournment

THIS MEETING IS BROADCAST LIVE ON CITYVIEW CHANNEL 13 AND ON WWW.CI.RICHLAND.WA.US/CITYVIEW

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George Washington Way. Requests for Sign Interpreters, Audio Equipment, or Other Special Services
Must be Received 48 Hours Prior to the Council Meeting Time by Calling the City Clerk's Office at 509-942-7388*



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Public Hearing

Agenda Item: PH1

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: PROPOSED REVENUE SOURCES INCLUDING PROPERTY TAX

Department: Administrative Services

Ordinance/Resolution:

Reference:

Document Type: Presentation

Recommended Motion:

None.

Summary:

A public hearing will be held for the purpose of public comment on the proposed 2014 revenue sources supporting the General Fund activities (attached).

State statutes require that the public hearing be held prior to consideration of an Ad Valorem Tax ordinance.

Upon conclusion of the public hearing, there will be first reading of the Ad Valorem Tax ordinance scheduled for this evening, October 15, 2013; the second reading and passage is scheduled for November 5, 2013.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

1) General Fund Resources

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:04:41 GMT-0700 2013



CITY OF RICHLAND

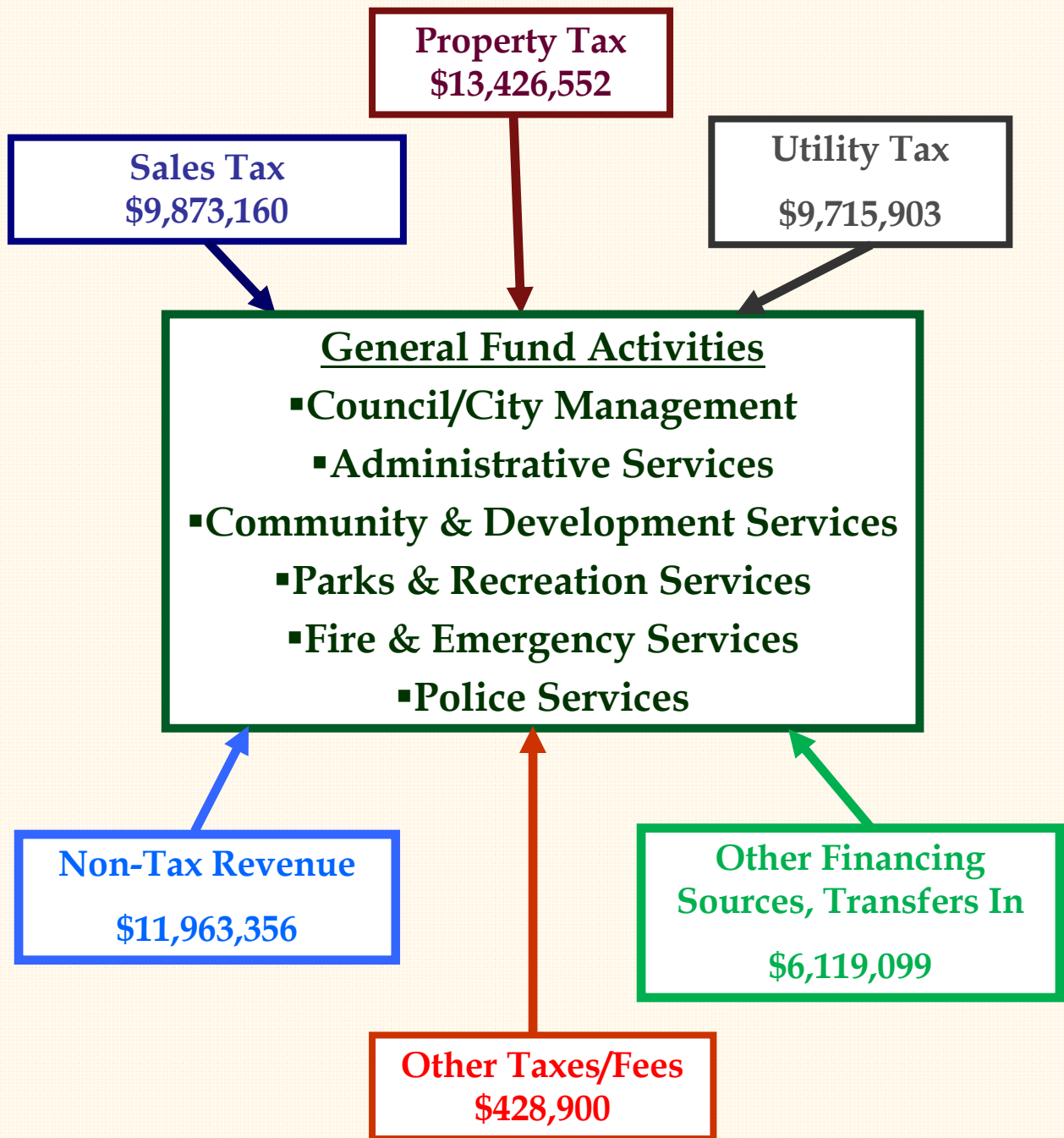
2014 BUDGET

General Fund Revenue Sources

**Prepared by: Administrative Services Department
October 15, 2013**

CITY OF RICHLAND

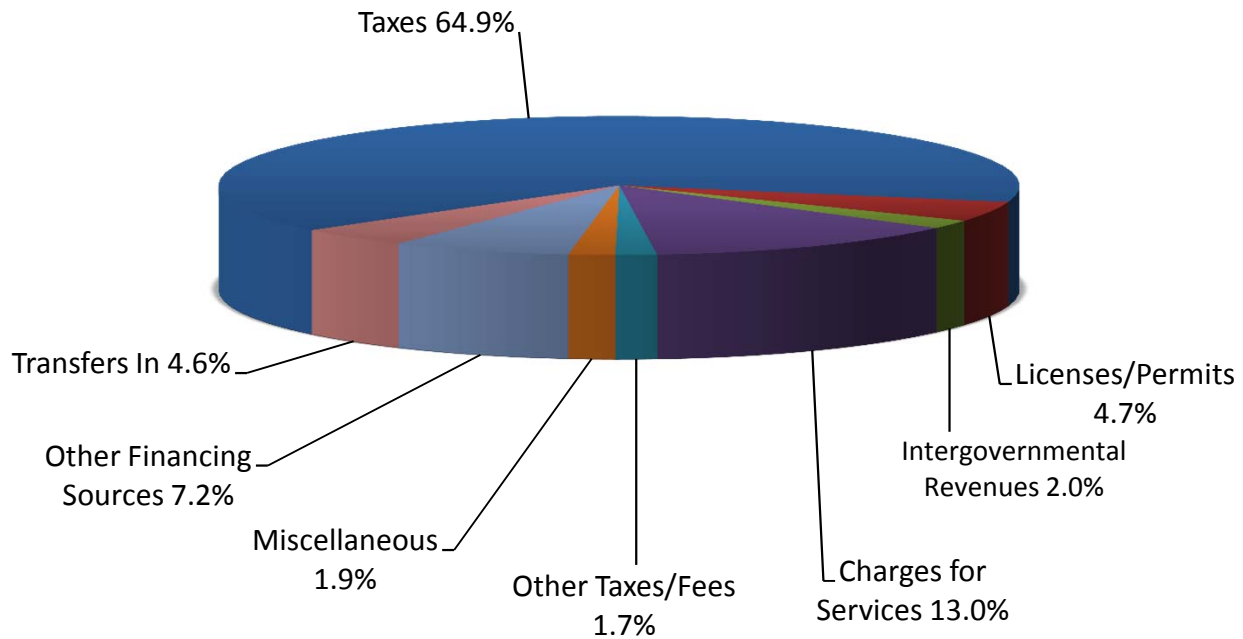
2014 GENERAL FUND REVENUES



City of Richland

2014 Estimated Revenues - General Fund

General Fund Revenue Sources

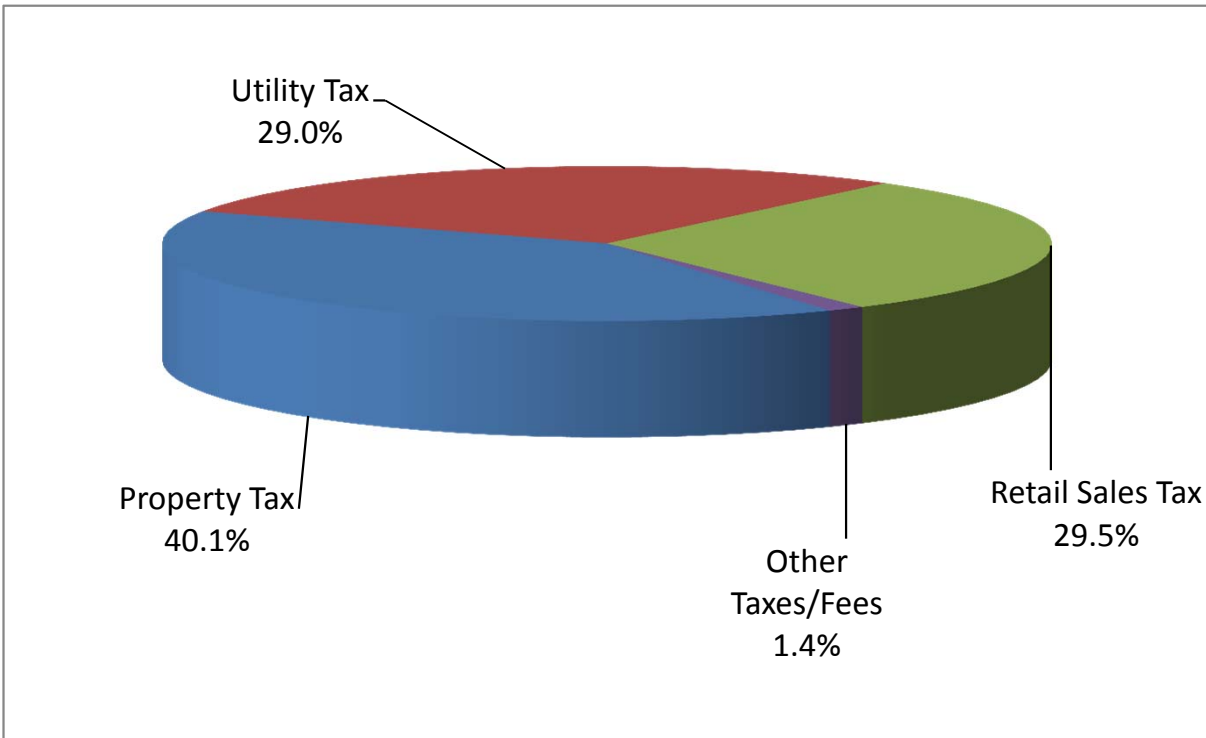


Taxes	64.9%	\$33,444,515
Licenses/Permits	4.7%	2,403,200
Intergovernmental Revenues	2.0%	1,035,719
Charges for Services	13.0%	6,695,244
Other Taxes/Fees	1.7%	853,850
Miscellaneous	1.9%	975,343
Other Financing Sources	7.2%	3,725,140
Transfers In	4.6%	2,393,959
Total Revenue		<u>51,526,970</u>
Beginning Fund Balance		6,392,008
Total General Fund Resources		<u><u>\$57,918,978</u></u>

Graph percentages are rounded and may have a 1/10% rounding error.

City of Richland

2014 Estimated Revenues - General Fund Taxes



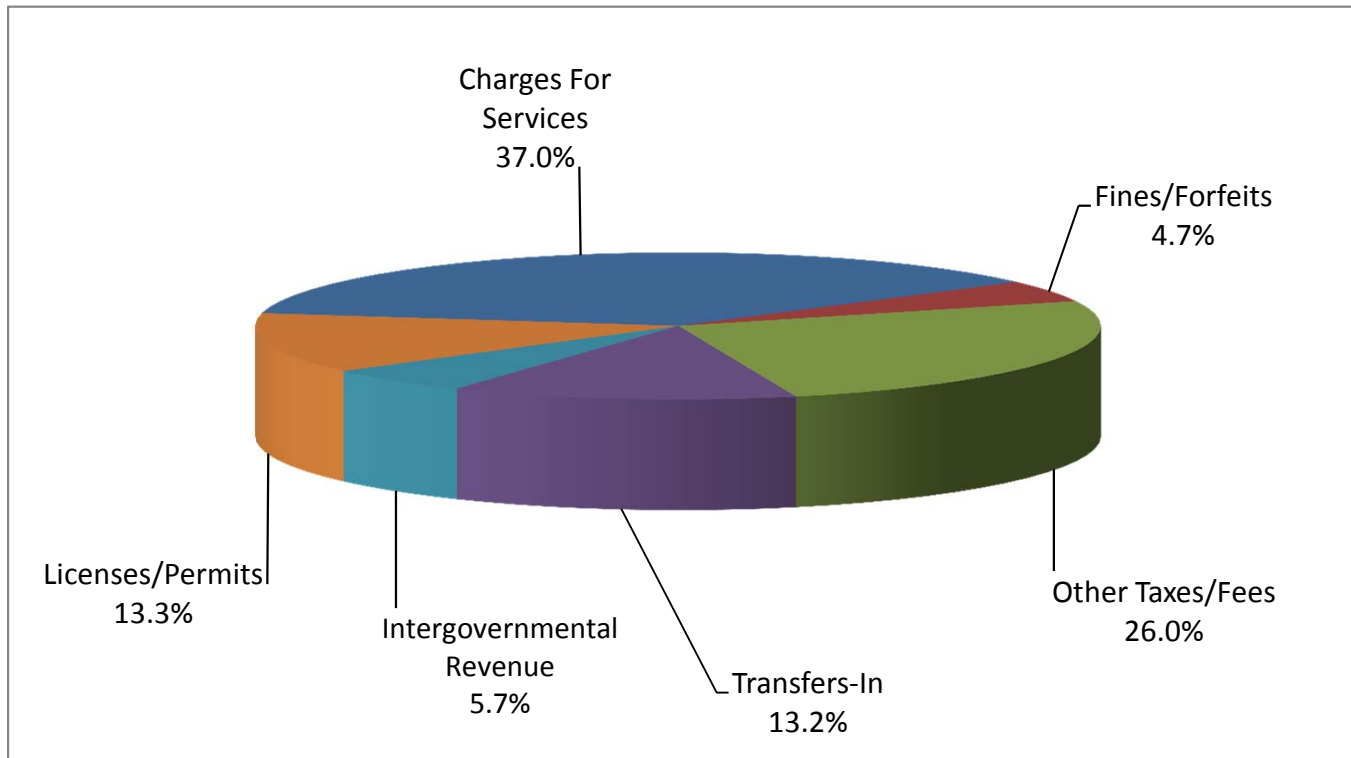
Property Tax	40.1%	\$13,426,552
Utility Tax	29.0%	9,715,903
Retail Sales Tax	29.5%	9,873,160
Other Taxes/Fees	1.4%	428,900
Total	99.9%	<u>\$33,444,515</u>

Graph percentages are rounded and may have a 1/10% rounding error.

City of Richland

2014 Estimated Revenues - General Fund

Other Revenues



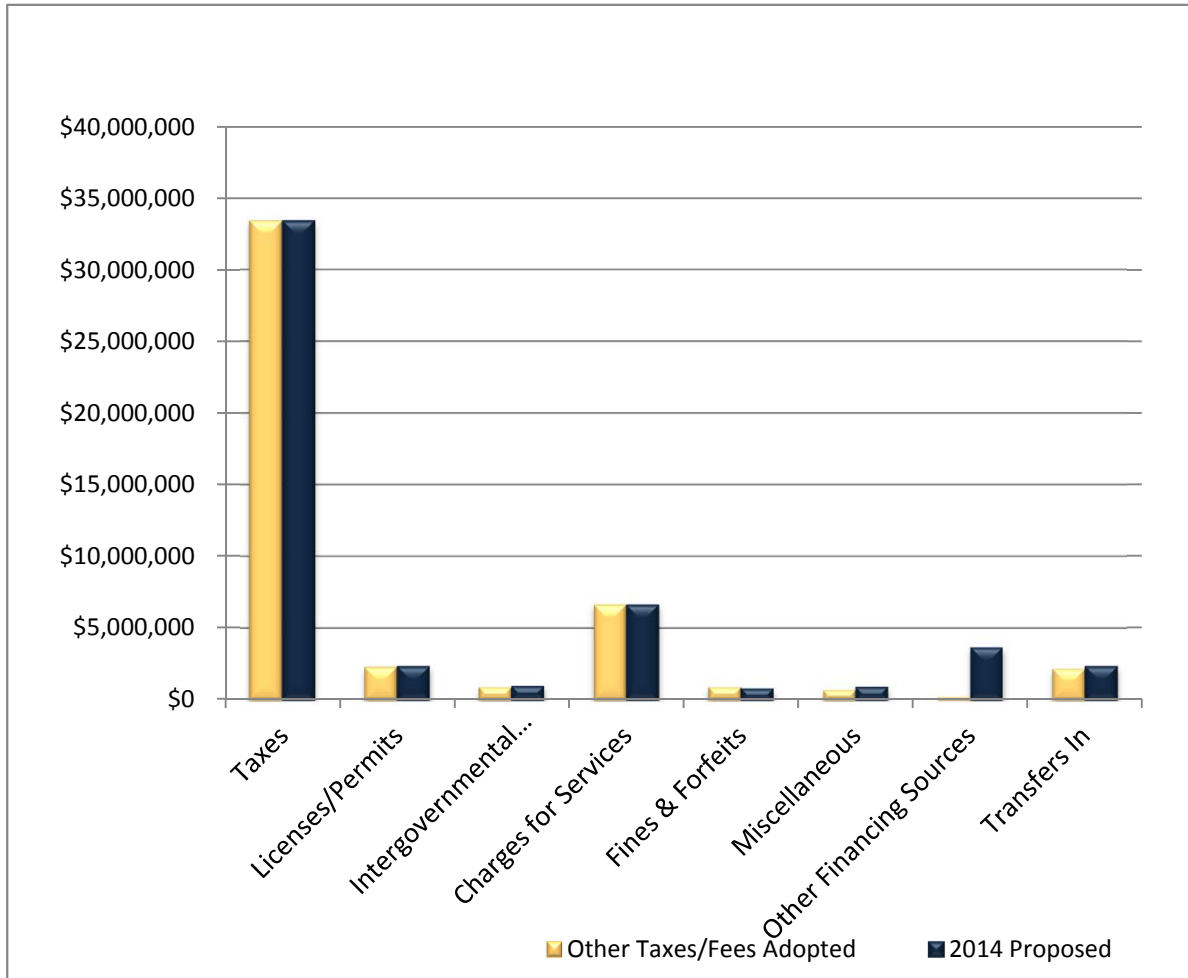
Charges For Services	37.0%	\$6,695,244
Fines/Forfeits	4.7%	853,850
Other Taxes/Fees	26.0%	4,700,483
Transfers-In	13.2%	2,393,959
Intergovernmental Revenue	5.7%	1,035,719
Licenses/Permits	13.3%	2,403,200
Total Other General Revenue	100.0%	<u>\$18,082,455</u>

Graph percentages are rounded and may have a 1/10% rounding error.

City of Richland

Estimated Revenues - General Fund

By Major Source



	Other Taxes/Fees Adopted	2014 Proposed	% Change
Taxes	\$33,416,417	\$33,444,515	0.1%
Licenses/Permits	2,342,175	2,403,200	2.6%
Intergovernmental Revenues	921,322	1,035,719	12.4%
Charges for Services	6,684,699	6,695,244	0.2%
Fines & Forfeits	920,850	853,850	-7.3%
Miscellaneous	720,161	975,343	35.4%
Other Financing Sources	240,000	3,725,140	1452.1%
Transfers In	2,198,004	2,393,959	8.9%
Total Revenue	47,443,628	51,526,970	8.6%
Beginning Fund Balance	5,606,172	6,392,008	14.0%
Total	\$53,049,800	\$57,918,978	9.2%



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Public Hearing

Agenda Item: C2

Key Element: Key 5 - Natural Resources Management

Subject: PUBLIC HEARING: CONSIDERATION OF 2013 AMENDMENTS TO COMPREHENSIVE PLAN

Department: Community and Development Services

Ordinance/Resolution:

Reference:

Document Type: Presentation

Recommended Motion:

None

Summary:

This is Council's opportunity to consider annual amendments to the City's Comprehensive Plan. This year, four amendments, initiated by the City have been proposed. All of the proposed amendments involve City owned park and open space lands and are intended to make existing comprehensive plan designations and zoning designations consistent with each other. They include:

Z2013-108 A change in the comprehensive plan designation on approximately 13 acres from Medium Density Residential to Natural Open Space and a change in zoning on the same property from R2 Medium Density Residential to Natural Open Space. The property is part of a trail corridor and consists of two tracts located along the boundaries of the plats of Desert Summit and The Bluffs in the Horn Rapids Residential Community.

Z2013-109 A change in the comprehensive plan designation on approximately 15.7 acres from a Low Density Residential land use designation to a Natural Open Space designation and a change in zoning on the same property from R1-10 Single Family Residential to Natural Open Space. The property is located north of and adjacent to the plat of Falconcrest and is generally located south of Meadow Hills Drive.

Z2013-110 A change in the comprehensive plan designation on approximately one acre from a Low Density Residential land use designation to a Natural Open Space designation. The property is located south of the plat of Falconcrest.

Z2013-111 A change in zoning on approximately 41.4 acres from PPF – Parks and Public Facilities to Natural Open Space on property consisting of the north, undeveloped half of the Badger Mountain Community Park.

All of the proposed amendments were reviewed by the Planning Commission in a public hearing held on August 28, 2013. The Commission recommended approval of each of the proposed amendments. Copies of the staff report provided to the commission along with maps of the subject sites are attached.

Fiscal Impact?

☐ Yes ☒ No

Holding the public hearing results in no fiscal impact.

Attachments:

- 1) Z2013-108
- 2) Z2013-109
- 3) Z2013-110
- 4) Z2013-111

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:59:11 GMT-0700 2013

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: Z2013-108

PREPARED BY: RICK SIMON
MEETING DATE: AUGUST 28, 2013

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND

REQUEST: AMENDMENT TO THE COMPREHENSIVE PLAN TO CHANGE THE LAND USE DESIGNATION ON APPROXIMATELY 13 ACRES FROM MEDIUM DENSITY RESIDENTIAL TO NATURAL OPEN SPACE AND A CHANGE IN ZONING ON THE SAME PROPERTY FROM R-2 MEDIUM DENSITY RESIDENTIAL TO NOS – NATURAL OPEN SPACE.

LOCATION: TWO OPEN SPACE TRACTS THAT ARE PART OF THE DESERT SUMMIT AND THE BLUFFS PLATS IN THE HORN RAPIDS COMMUNITY.

REASON FOR REQUEST:

City staff has reviewed land use and zoning designations on public properties and are proposing several changes to ensure that comprehensive plan designations and zoning designations agree and that existing open space lands are properly designated. This property was identified as one of several in need of a plan amendment and/or zoning change.

FINDINGS AND CONCLUSIONS

Staff has completed its review of the proposed amendments to the land use and map included in the comprehensive plan (Z2013-108) and submits that:

1. In 1997, the City of Richland adopted a comprehensive plan that included a Land Use Plan Map that identified an arrangement of land uses within the City and its Urban Growth Area to accommodate future residential, commercial, industrial and open space land uses;
2. The acquisition of property by the City of Richland for open space purposes within the Desert Summit plat and the set aside of open space property within The Bluffs plat creates a need to update the City's land use plans and development regulations to reflect these property acquisitions;

3. The site is adjacent to the Yakima River and is comprised of steep slopes;
4. Designation of these two tracts as Natural Open Space in the land use plan and zoning regulations offers the highest form of protection of this natural resource area and is therefore in keeping with the City's land use goal #6, which speaks to the conservation and preservation of the City's natural resources and critical lands;
5. Adoption of the proposed amendment would be consistent with the City's Draft 2012 – 2018 Parks, Trails and Open Space Master Plan;
6. The City adopted the Draft and Final Environmental Impact Statement prepared for the 1997 comprehensive plan adoption to satisfy the environmental review requirements of the State Environmental Policy Act.
7. Based on the above findings and conclusions, approval of the land use map amendments in the comprehensive plan and the City zoning maps would be in the best interest of the community of Richland.

RECOMMENDATION

Staff recommends that the Planning Commission concur with the findings and conclusions set forth in Staff Report (Z2013-108) and recommend to the City Council adoption of the proposed amendment to the Land Use Map of the City's comprehensive plan to designate the site as Natural Open Space and to amend the City's zoning map to designate the site as part of the NOS – Natural Open Space zone.

ATTACHMENTS

- A. Supplemental Information
- B. GMA Goals Analysis
- C. Desert Summit Plat Map
- D. The Bluffs Plat Map
- E. Comprehensive Plan Map
- F. Zoning Map

ATTACHMENT A
(Z2013-108)

SUPPLEMENTAL INFORMATION

BACKGROUND

The project site was originally set aside as open space when the Bluffs and Desert Summit plats were recorded in 2006 and 2007 respectively. In the case of the Desert Summit plat a tract of 4.19 acres was dedicated to the City as open space. In the case of the Bluffs plat, a tract of 8.9 acres was set aside as open space under the ownership of the Homeowners Association. This property is a part of the trail system that the Tapteal Greenway Association has been developing in that area.

SITE DATA

Size: Approximately 13 acres.

Current Use: The site is set aside as open space. Historically an irrigation canal ran along the lower (southerly boundary) of the site. That canal has been abandoned but now serves as a pedestrian trail. There are storm drainage facilities on the Desert Summit portion of the site.

Site Characteristics: The property is bordered by single family residential lots to the north and the abandoned irrigation canal to the south. The site itself consists of a steep slope that runs the entire width of the site. The Yakima River lies adjacent to the western most portion of the site.

SURROUNDING LAND USES

North & East: Single family residential lots.

South: The Yakima River and agricultural lands.

West Undeveloped properties.

EXISTING COMPREHENSIVE PLAN

The site is currently designated as “Medium Density Residential” which includes: *“single family residential uses with an average density of 8 dwelling units per acre.”* All adjacent properties in the vicinity are also designated as medium density residential, except that the lands to the south are located outside of city limits and the City’s urban growth area and are designated as rural lands under Benton County regulations.

Land Use Goal #6 of the plan addresses open space. It states:

The City will protect and conserve its natural resources and critical lands and provide public access based on ability of the resource to support the use.

Policy 1 - The City will make all public river shoreline accessible to the public, subject to regulation protecting public safety, sensitive habitat areas and wildlife.

Policy 2 - The City will encourage development of water-oriented recreational, cultural and related commercial facilities in certain Columbia River locations to enhance and diversify Richland's community recreational resources and its attractiveness to tourists.

Policy 3 - Except as addressed in Policy 2, the City will protect the natural riparian area along the Yakima River and the riparian area along the Columbia River so as not to diminish the quality of the shoreline environment.

Policy 4 - In cooperation with appropriate agencies, the City will identify and regulate the use of wetlands, essential habitat areas and other critical lands within the urban growth area.

PROPOSED COMPREHENSIVE PLAN DESIGNATION

The proposed Natural Open Space category includes lands intended to remain as long-term undeveloped open space with limited public access. This category primarily includes lands associated with the Yakima River floodplain and islands in the Columbia River.

EXISTING ZONING

The site is currently zoned R-2 Medium Density Residential. According to RMC 23.18.010(C): *The medium-density residential (R-2) is a residential zone classification permitting a higher density of population including the establishment of duplex dwellings and providing for these single-and two-family residences a high degree of protection from hazards, objectionable influences, building congestion and lack of light, air and privacy. Certain essential and compatible public service facilities and institutions are permitted in this district. This zoning classification is intended to be applied to some portions of the city that are designated medium-density residential (5.1 to 10 dwellings per acre) under the city of Richland comprehensive plan.*

PROPOSED ZONING

The proposed Natural Open Space zone is a special use classification intended to provide areas for the retention of publicly owned, natural open spaces that, due to their proximity to wetlands, shorelines, floodplains or critical habitat areas, are too sensitive for intensive use or development. This zoning classification is intended to be applied to those portions of the city that are designated as natural open space under the city of Richland comprehensive plan.

ANALYSIS

The site, given its physical limitations, its proximity to the Yakima River, the existing trail corridor that runs through the site, and the fact that the property has already been set aside as open space land through the development of the two adjoining Desert Summit and the Bluffs subdivisions all strongly support the proposed comprehensive plan and zoning amendments.

RECOMMENDATION

Staff recommends approval of the proposed map change to the Land Use Plan Map to designate the site as suitable for natural open space uses and a zoning change to apply the Natural Open Space zoning to the site.

I. PUBLIC PARTICIPATION

The Growth Management Act requires the city to establish and broadly disseminate to the public a public participation program identifying procedures whereby proposed amendments or revisions of the comprehensive plan are considered by the governing body.

Review: The City of Richland has an established public participation program to ensure early and continuous public participation in comprehensive plan amendments. The following outlines the program as it applies to this comprehensive plan amendment:

- (1) Communication programs and information services. The City of Richland informed the public about the proposed plan amendment by publishing notice of the amendment in the Tri-City Herald and by posting notice on the City web page.
- (2) Broad dissemination of proposals and alternatives. The City of Richland distributed the proposed plan amendment in the following manner to ensure that information on the amendment was available prior to discussion at public hearings:
 - (a) Copy was available at the City library.
 - (b) Copies were available at the Planning and Development Services Division.
 - (c) A copy was posted on the City web page.
 - (d) Copies were available at the public hearing held by the Planning Commission.
- (3) Public meeting after effective notice. The City of Richland publicized public hearings in the following manner to ensure the broadest cross-section was made aware of the opportunity to become involved in the planning process:
 - (a) Public hearings before the Planning Commission and City Council were scheduled to allow for public comment.
 - (b) Public hearing notices were published in the Tri-City Herald at least 10 days before the scheduled date.
 - (c) Meeting summaries will be prepared and available to the public shortly after the public hearing through the Planning and Development Services Division.
 - (d) All public hearings will be cablecast on the City's cable channel.
- (4) Provision for open discussion. The City of Richland took the following actions to ensure that the public had an opportunity to actually take part and have their opinion heard:
 - (a) Agendas are written that clearly define the purpose of the hearing, the item to be considered, and actions that may take place.
 - (b) All public hearings will be scheduled during the weekday in the evenings to encourage the greatest number of people to attend.
 - (c) The chairman presiding over the hearing shall allow the public an opportunity to comment on the amendment.
 - (d) All hearings will be recorded for public access and review.
- (5) Opportunity for Written Comments. The City of Richland provided the public an opportunity to submit written comment any time during the comprehensive plan

amendment review process. These written comments will be made part of the record to allow the governing body to consider them in their decision making process.

II. PLANNING GOALS

The Growth Management Act (GMA) requires the city to consider and be guided by the 13 goals established in RCW 36.70A.020 when adopting comprehensive plans and development regulations. Staff carefully considered and weighed each goal in the light of the relevant information to achieve its desired goal. The following outlines staffs review process to ensure that the 13 goals were properly considered in guiding the city in its final recommendation.

GOAL 1: URBAN GROWTH. *City should encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.*

Review. The property is located within the City's existing Urban Growth Area as set forth by the Benton County comprehensive plan. The City's comprehensive plan includes provisions for the extension of utilities and services to lands located within the Urban Growth Area, but not to this particular property, as it is unsuited for urban development. The proposed amendment is consistent with this GMA goal.

GOAL 2: REDUCE SPRAWL. *City should try to reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.*

Review. The proposed amendment would set aside a small area that is unsuited for development. The proposed amendment would not impact this GMA goal.

GOAL 3: TRANSPORTATION: *City should encourage efficient multimodal transportation systems that are based on regional priorities and coordinate with county and city comprehensive plans.*

Review. The City of Richland's comprehensive plan policies state that the city will coordinate planning and operation of transportation facilities with programs to optimize multimodal transportation systems. City plans provide for a pedestrian trail across this site, but the physical constraints of the site prevent other forms of transportation across the site.

GOAL 4: HOUSING: *City should encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.*

Review. The proposed amendment would not impact the housing goal.

GOAL 5: ECONOMIC DEVELOPMENT. *City should encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged*

persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, and public services, and public facilities.

Review. The proposed plan amendment would not directly impact economic development within the City.

GOAL 6. PROPERTY RIGHTS. *City should consider that private property should not be taken for public use without just compensations having been made. The property rights of landowners shall be protected from arbitrary and discriminatory action.*

Review. The City's existing plan includes policies concerning the protection of private property rights. This site has already been dedicated as open space by the developer of the adjacent residential subdivisions. The proposed amendment would not impact this GMA goal.

GOAL 7: PERMITS. *Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.*

Review. The proposed amendment does not directly impact the goal of processing permits in a fair and timely manner.

GOAL 8: NATURAL RESOURCE INDUSTRIES. *City should maintain and enhance natural resources-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.*

Review. The proposed amendment does not involve any designated natural resource lands and so does not impact the goal of conserving and enhancing natural resource industries.

GOAL 9: OPEN SPACE. *City should encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands, and water, and develop parks.*

Review. The amendment would slightly increase the amount of open space that is designated within the City's plan and therefore supports this GMA goal.

GOAL 10: ENVIRONMENT. *City should protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.*

Review. The proposed amendment would set aside the subject property for preservation of the natural environment and so is consistent with this GMA goal.

GOAL 11: CITIZENS PARTICIPATION AND COORDINATION. *City should encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.*

Review. The City of Richland has an established public participation program to ensure early and continuous public participation in comprehensive plan amendments. The outline of that plan can be found in Section I: Public Participation. The review of this proposed amendment followed the City's adopted public participation plan.

GOAL 12: PUBLIC FACILITIES & SERVICES. *City should ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.*

Review. The proposed amendment would not result in additional needs for public facilities or services and so is consistent with this GMA goal.

GOAL 13: HISTORIC PRESERVATION. *City should identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.*

Review. There are no known historical buildings or sites of historical or archaeological significance known to exist within or near the subject site.

III. CONCLUSION

The proposed plan amendment would reclassify 13 acres of Medium Density Land to Natural Open Space land. This amendment is consistent with the goals of the Growth Management Act.



Z2013-108 EXISTING ZONING



Z2013-108 EXISTING COMPREHENSIVE PLAN

A SUBDIVISION
IN A PORTION OF THE E 1/2 SE 1/4,
W 1/2 SW 1/4 OF SECTION 29
T10N, R28E, WM,
CITY OF RICHLAND
BENTON COUNTY, WASHINGTON

JOB NO. 05-067 DATE 10-18-2007
SHEET 2 OF 2

ADN NO: 05-567 DATE: 10-18-2007
SHEET 2 OF 2



STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: Z2013-109

PREPARED BY: RICK SIMON
MEETING DATE: AUGUST 28, 2013

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND

REQUEST: AMENDMENT TO THE COMPREHENSIVE PLAN TO CHANGE THE LAND USE DESIGNATION ON APPROXIMATELY 15.7 ACRES FROM LOW DENSITY RESIDENTIAL TO NATURAL OPEN SPACE AND A CHANGE IN ZONING ON THE SAME PROPERTY FROM R1-10 SINGLE FAMILY RESIDENTIAL TO NOS – NATURAL OPEN SPACE.

LOCATION: NORTH OF AND ADJACENT TO THE PLAT OF FALCONCREST AND GENERALLY SOUTH OF MEADOW HILLS DRIVE.

REASON FOR REQUEST:

City staff has reviewed land use and zoning designations on public properties and are proposing several changes to ensure that comprehensive plan designations and zoning designations agree and that existing open space areas are properly designated in the plan. This property was identified as one of several in need of a plan amendment and/or zoning change.

FINDINGS AND CONCLUSIONS

Staff has completed its review of the proposed amendments to the land use and map included in the comprehensive plan (Z2013-109) and submits that:

1. In 1997, the City of Richland adopted a comprehensive plan that included a Land Use Plan Map that identified an arrangement of land uses within the City and its Urban Growth Area to accommodate future residential, commercial, industrial and open space land uses;
2. The acquisition of property by the City of Richland for open space purposes adjacent to the Falconcrest plat creates a need to update the City's land use plans and development regulations to reflect this property acquisitions;

3. The site is located near the summit of Little Badger Mountain in South Richland and is comprised of steep slopes;
4. Designation of this tract as Natural Open Space in the land use plan and zoning regulations offers the highest form of protection of this natural resource area and is therefore in keeping with the City's land use goal #6, which speaks to the conservation and preservation of the City's natural resources and critical lands;
5. Adoption of the proposed amendment would be consistent with the City's Draft 2012 – 2018 Parks, Trails and Open Space Master Plan;
6. The City adopted the Draft and Final Environmental Impact Statement prepared for the 1997 comprehensive plan adoption to satisfy the environmental review requirements of the State Environmental Policy Act.
7. Based on the above findings and conclusions, approval of the land use map amendment in the comprehensive plan and an amendment to the City zoning map would be in the best interest of the community of Richland.

RECOMMENDATION

Staff recommends that the Planning Commission concur with the findings and conclusions set forth in Staff Report (Z2013-109) and recommend to the City Council adoption of the proposed amendment to the Land Use Map of the City's comprehensive plan to designate the site as Natural Open Space and to amend the City's zoning map to designate the site as part of the NOS – Natural Open Space zone.

ATTACHMENTS

- A. Supplemental Information
- B. GMA Goals Analysis
- C. Comprehensive Plan Map
- D. Zoning Map

SUPPLEMENTAL INFORMATION

BACKGROUND

The project site was originally set aside as open space in 2012 when Milo Bauder dedicated the property to the City following the development of Phase I of his Falconcrest subdivision.

SITE DATA

Size: Approximately 15.7 acres.

Current Use: The site was dedicated to the City for open space purposes. Presently, no improvements have been made on the property, although the site has some potential to provide a desired trail connection that would eventually lead from the top of Badger Mountain, across Little Badger and into the Amon Basin.

Site Characteristics: The property is bordered by single family residential lots on both the south (Falconcrest) and the north (Meadow Hills). The site itself consists of a steep slope that runs generally from the south to north.

SURROUNDING LAND USES

North, West & South: Single family residential lots.

East: City owned natural open space land.

EXISTING COMPREHENSIVE PLAN

The site is currently designated as “Low Density Residential” which includes: “*single family residential uses with an average density of 3.5 dwelling units per acre.*” All adjacent properties in the vicinity are also designated as low density residential, except that the lands to the east, which are owned by the City and designated as Natural Open Space.

Land Use Goal #6 of the plan addresses open space. It states:

The City will protect and conserve its natural resources and critical lands and provide public access based on ability of the resource to support the use.

Policy 1 - The City will make all public river shoreline accessible to the public, subject to regulation protecting public safety, sensitive habitat areas and wildlife.

Policy 2 - The City will encourage development of water-oriented recreational, cultural and related commercial facilities in certain Columbia River locations to enhance and diversify Richland's community recreational resources and its attractiveness to tourists.

Policy 3 - Except as addressed in Policy 2, the City will protect the natural riparian area along the Yakima River and the riparian area along the Columbia River so as not to diminish the quality of the shoreline environment.

Policy 4 - In cooperation with appropriate agencies, the City will identify and regulate the use of wetlands, essential habitat areas and other critical lands within the urban growth area.

Policy 5 - The City will encourage the public and/or private acquisition of the prominent ridges in the south Richland area in order to preserve views, protect shrub-steppe habitat, and to provide non-motorized public access.

PROPOSED COMPREHENSIVE PLAN DESIGNATION

The proposed Natural Open Space category includes lands intended to remain as long-term undeveloped open space with limited public access. This category primarily includes lands associated with the Yakima River floodplain and islands in the Columbia River.

EXISTING ZONING

The site is currently zoned R-1-10 Single Family Residential. According to RMC 23.18.010(B): *"The single-family residential – 10,000 (R-1-10) is a residential zone classification requiring a low density of population, providing protection against hazards, objectionable influences, building congestion, and lack of light, air, and privacy. Certain essential and compatible public service facilities and institutions are permitted in this district. This zoning classification is intended to be applied to some portions of the city that are designated low-density residential (zero to five dwellings per acre) under the city of Richland comprehensive plan."*

PROPOSED ZONING

As stated in RMC 23.30.010(B): *"The proposed Natural Open Space zone is a special use classification intended to provide areas for the retention of publicly owned, natural open spaces that, due to their proximity to wetlands, shorelines, floodplains or critical habitat areas, are too sensitive for intensive use or development. This zoning classification is intended to be applied to those*

portions of the city that are designated as natural open space under the city of Richland comprehensive plan.”

ANALYSIS

The site, given its physical limitations; its proximity to existing open space land; its potential to provide a link in the planned trail system that would extend from Badger Mountain to Amon Basin, and the fact that the property has already been dedicated to the City as open space land all strongly support the proposed comprehensive plan and zoning amendments.

RECOMMENDATION

Staff recommends approval of the proposed map change to the Land Use Plan Map to designate the site as suitable for natural open space uses and a zoning change to apply the Natural Open Space zone to the site.

I. PUBLIC PARTICIPATION

The Growth Management Act requires the city to establish and broadly disseminate to the public a public participation program identifying procedures whereby proposed amendments or revisions of the comprehensive plan are considered by the governing body.

Review: The City of Richland has an established public participation program to ensure early and continuous public participation in comprehensive plan amendments. The following outlines the program as it applies to this comprehensive plan amendment:

- (1) Communication programs and information services. The City of Richland informed the public about the proposed plan amendment by publishing notice of the amendment in the Tri-City Herald and by posting notice on the City web page.
- (2) Broad dissemination of proposals and alternatives. The City of Richland distributed the proposed plan amendment in the following manner to ensure that information on the amendment was available prior to discussion at public hearings:
 - (a) Copy was available at the City library.
 - (b) Copies were available at the Planning and Development Services Division.
 - (c) A copy was posted on the City web page.
 - (d) Copies were available at the public hearing held by the Planning Commission.
- (3) Public meeting after effective notice. The City of Richland publicized public hearings in the following manner to ensure the broadest cross-section was made aware of the opportunity to become involved in the planning process:
 - (a) Public hearings before the Planning Commission and City Council were scheduled to allow for public comment.
 - (b) Public hearing notices were published in the Tri-City Herald at least 10 days before the scheduled date.
 - (c) Meeting summaries will be prepared and available to the public shortly after the public hearing through the Planning and Development Services Division.
 - (d) All public hearings will be cablecast on the City's cable channel.
- (4) Provision for open discussion. The City of Richland took the following actions to ensure that the public had an opportunity to actually take part and have their opinion heard:
 - (a) Agendas are written that clearly define the purpose of the hearing, the item to be considered, and actions that may take place.
 - (b) All public hearings will be scheduled during the weekday in the evenings to encourage the greatest number of people to attend.
 - (c) The chairman presiding over the hearing shall allow the public an opportunity to comment on the amendment.
 - (d) All hearings will be recorded for public access and review.
- (5) Opportunity for Written Comments. The City of Richland provided the public an opportunity to submit written comment any time during the comprehensive plan amendment review process. These written comments will be made part of the record to allow the governing body to consider them in their decision making process.

II. PLANNING GOALS

The Growth Management Act (GMA) requires the city to consider and be guided by the 13 goals established in RCW 36.70A.020 when adopting comprehensive plans and development regulations. Staff carefully considered and weighed each goal in the light of the relevant information to achieve its desired goal. The following outlines staffs review process to ensure that the 13 goals were properly considered in guiding the city in its final recommendation.

GOAL 1: URBAN GROWTH. *City should encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.*

Review. The property is located within the City's existing Urban Growth Area as set forth by the Benton County comprehensive plan. The City's comprehensive plan includes provisions for the extension of utilities and services to lands located within the Urban Growth Area, but not to this particular property, as it is unsuited for urban development. The proposed amendment is consistent with this GMA goal.

GOAL 2: REDUCE SPRAWL. *City should try to reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.*

Review. The proposed amendment would set aside a small area that is unsuited for development. The proposed amendment would not impact this GMA goal.

GOAL 3: TRANSPORTATION: *City should encourage efficient multimodal transportation systems that are based on regional priorities and coordinate with county and city comprehensive plans.*

Review. The City of Richland's comprehensive plan policies state that the city will coordinate planning and operation of transportation facilities with programs to optimize multimodal transportation systems. City plans provide for a pedestrian trail across this site, but the physical constraints of the site prevent other forms of transportation across the site.

GOAL 4: HOUSING: *City should encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.*

Review. The proposed amendment would not impact the housing goal.

GOAL 5: ECONOMIC DEVELOPMENT. *City should encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, and public services, and public facilities.*

Review. The proposed plan amendment would not directly impact economic development within the City.

GOAL 6. PROPERTY RIGHTS. *City should consider that private property should not be taken for public use without just compensations having been made. The property rights of landowners shall be protected from arbitrary and discriminatory action.*

Review. The City's existing plan includes policies concerning the protection of private property rights. This site has already been dedicated as open space by the developer of the adjacent residential subdivision. The proposed amendment would not impact this GMA goal.

GOAL 7: PERMITS. *Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.*

Review. The proposed amendment does not directly impact the goal of processing permits in a fair and timely manner.

GOAL 8: NATURAL RESOURCE INDUSTRIES. *City should maintain and enhance natural resources-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.*

Review. The proposed amendment does not involve any designated natural resource lands and so does not impact the goal of conserving and enhancing natural resource industries.

GOAL 9: OPEN SPACE. *City should encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands, and water, and develop parks.*

Review. The amendment would slightly increase the amount of open space that is designated within the City's plan and therefore supports this GMA goal.

GOAL 10: ENVIRONMENT. *City should protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.*

Review. The proposed amendment would set aside the subject property for preservation of the natural environment and so is consistent with this GMA goal.

GOAL 11: CITIZENS PARTICIPATION AND COORDINATION. *City should encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.*

Review. The City of Richland has an established public participation program to ensure early and continuous public participation in comprehensive plan amendments. The outline of that plan can be found in Section I: Public Participation. The review of this proposed amendment followed the City’s adopted public participation plan.

GOAL 12: PUBLIC FACILITIES & SERVICES. *City should ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.*

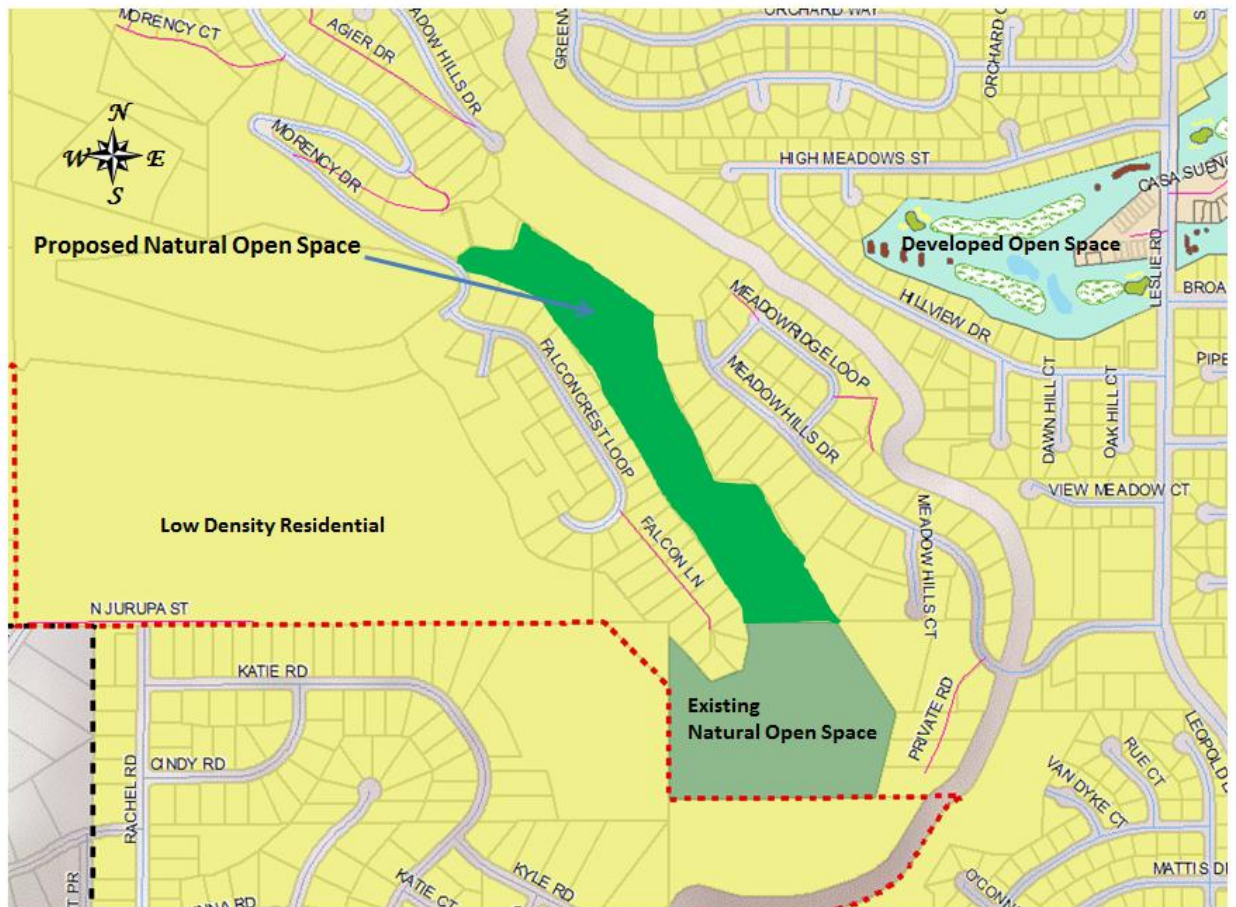
Review. The proposed amendment would not result in additional needs for public facilities or services and so is consistent with this GMA goal.

GOAL 13: HISTORIC PRESERVATION. *City should identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.*

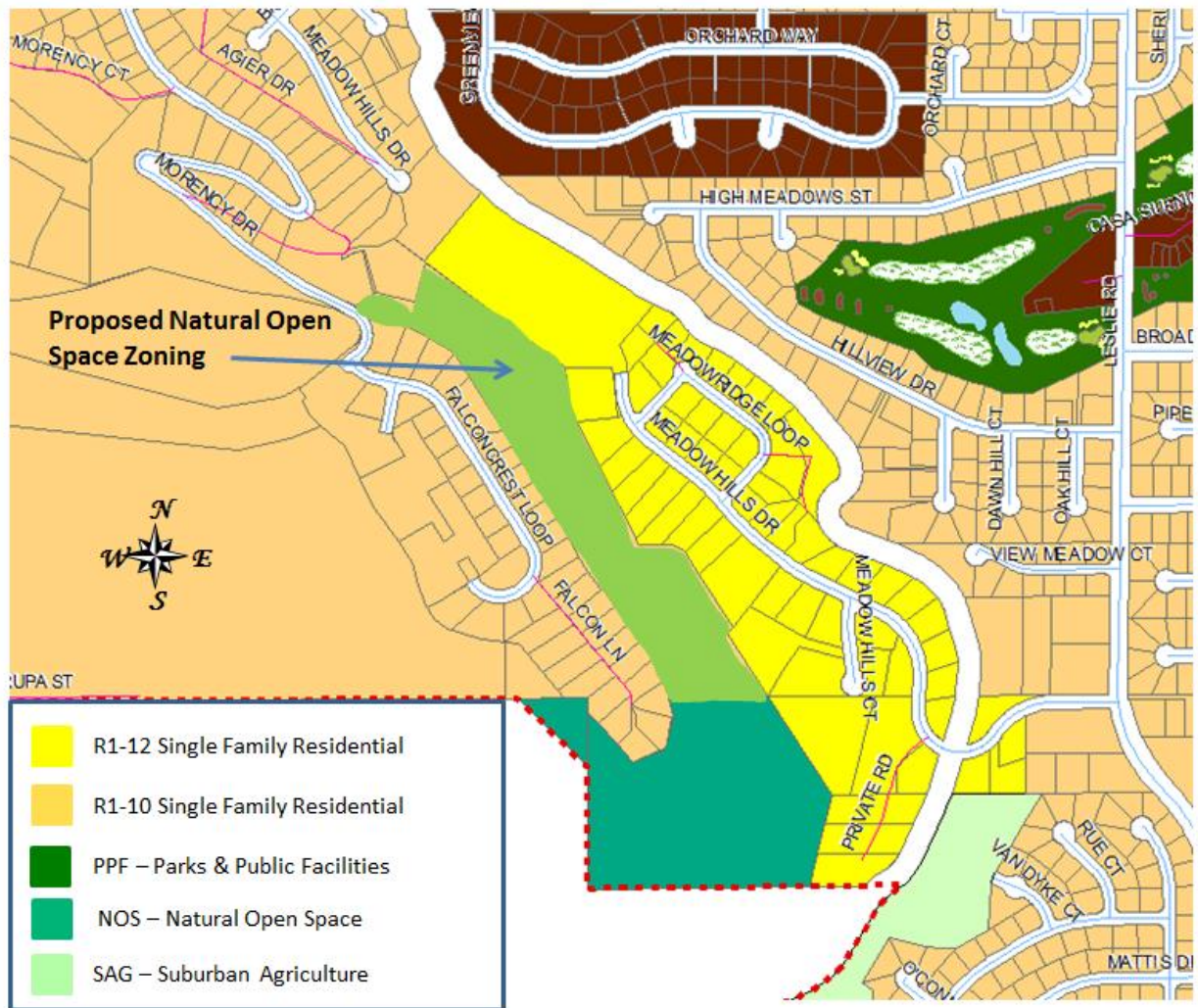
Review. There are no known historical buildings or sites of historical or archaeological significance known to exist within or near the subject site.

III. CONCLUSION

The proposed plan amendment would reclassify 15.7 acres of Low Density Residential Land to Natural Open Space land. This amendment is consistent with the goals of the Growth Management Act.



Z2013-109 COMPREHENSIVE PLAN DESIGNATIONS



Z2013-109 ZONING

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: Z2013-110

PREPARED BY: RICK SIMON
MEETING DATE: AUGUST 28, 2013

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND

REQUEST: AMENDMENT TO THE COMPREHENSIVE PLAN TO CHANGE THE LAND USE DESIGNATION ON ONE ACRE FROM LOW DENSITY RESIDENTIAL TO NATURAL OPEN SPACE.

LOCATION: SOUTH OF AND ADJACENT TO THE PLAT OF FALCONCREST.

REASON FOR REQUEST:

City staff has reviewed land use and zoning designations on public properties and are proposing several changes to ensure that comprehensive plan designations and zoning designations agree and that existing open space areas are properly identified in the plan. This property was identified as one of several in need of a plan amendment and/or zoning change.

FINDINGS AND CONCLUSIONS

Staff has completed its review of the proposed amendments to the land use and map included in the comprehensive plan (Z2013-110) and submits that:

1. In 1997, the City of Richland adopted a comprehensive plan that included a Land Use Plan Map that identified an arrangement of land uses within the City and its Urban Growth Area to accommodate future residential, commercial, industrial and open space land uses;
2. The acquisition of property by the City of Richland for open space purposes adjacent to the Falconcrest plat creates a need to update the City's land use plans to reflect this property acquisition;
3. The site is located near the summit of Little Badger Mountain in South Richland and is comprised of steep slopes;
4. Designation of this tract as Natural Open Space in both the land use plan and zoning regulations offers the highest form of protection of this natural

resource area and is therefore in keeping with the City's land use goal #6, which speaks to the conservation and preservation of the City's natural resources and critical lands;

5. Adoption of the proposed amendment would be consistent with the City's Draft 2012 – 2018 Parks, Trails and Open Space Master Plan;
6. The City adopted the Draft and Final Environmental Impact Statement prepared for the 1997 comprehensive plan adoption to satisfy the environmental review requirements of the State Environmental Policy Act.
7. Based on the above findings and conclusions, approval of the land use map amendment in the comprehensive plan would be in the best interest of the community of Richland.

RECOMMENDATION

Staff recommends that the Planning Commission concur with the findings and conclusions set forth in Staff Report (Z2013-110) and recommend to the City Council adoption of the proposed amendment to the Land Use Map of the City's comprehensive plan to designate the site as Natural Open Space.

ATTACHMENTS

- A. Supplemental Information
- B. GMA Goals Analysis
- C. Comprehensive Plan Map

ATTACHMENT A
(Z2013-110)

SUPPLEMENTAL INFORMATION

BACKGROUND

The project site was acquired by the City earlier this year in order to provide a necessary link in the future trail corridor extending from the Falconcrest subdivision to the City's existing open space lands. The site was annexed into the City this past May specifically to provide for a trail connection adjacent to the Falconcrest plat. The property was designated as part of the Natural Open Space zone at the time that the annexation ordinance was adopted by the City Council.

SITE DATA

Size: Approximately one acre.

Current Use: The site was acquired by the City for open space purposes. Presently, no improvements have been made on the property, although the site has some potential to provide a desired trail connection that would eventually lead from the top of Badger Mountain, across Little Badger and the Falconcrest subdivision to the open space land east of this site and eventually into the Amon Basin.

Site Characteristics: The property is bordered by single family residential lots on the north (Falconcrest). The site itself consists of a steep slope that runs generally from north to south.

SURROUNDING LAND USES

North,: Single family residential lots.

East: City owned natural open space land.

South & West: Lands are located outside of city limits and are undeveloped.

EXISTING COMPREHENSIVE PLAN

The site is currently designated as "Low Density Residential" which includes: "*single family residential uses with an average density of 3.5 dwelling units per acre.*" All adjacent properties in the vicinity are also designated as low density residential, except that the lands to the east, which are owned by the City and designated as Natural Open Space.

Land Use Goal #6 of the plan addresses open space. It states:

The City will protect and conserve its natural resources and critical lands and provide public access based on ability of the resource to support the use.

Policy 1 - The City will make all public river shoreline accessible to the public, subject to regulation protecting public safety, sensitive habitat areas and wildlife.

Policy 2 - The City will encourage development of water-oriented recreational, cultural and related commercial facilities in certain Columbia River locations to enhance and diversify Richland's community recreational resources and its attractiveness to tourists.

Policy 3 - Except as addressed in Policy 2, the City will protect the natural riparian area along the Yakima River and the riparian area along the Columbia River so as not to diminish the quality of the shoreline environment.

Policy 4 - In cooperation with appropriate agencies, the City will identify and regulate the use of wetlands, essential habitat areas and other critical lands within the urban growth area.

Policy 5 - The City will encourage the public and/or private acquisition of the prominent ridges in the south Richland area in order to preserve views, protect shrub-steppe habitat, and to provide non-motorized public access.

PROPOSED COMPREHENSIVE PLAN DESIGNATION

The proposed Natural Open Space category includes lands intended to remain as long-term undeveloped open space with limited public access. This category primarily includes lands associated with the Yakima River floodplain and islands in the Columbia River.

ANALYSIS

The site, given its physical limitations; its proximity to existing open space land; its potential to provide a link in the planned trail system that would extend from Badger Mountain to Amon Basin, and the fact that the property has already been dedicated to the City as open space land all strongly support the proposed comprehensive plan amendment.

RECOMMENDATION

Staff recommends approval of the proposed map change to the Land Use Plan Map to designate the site as suitable for natural open space use.

I. PUBLIC PARTICIPATION

The Growth Management Act requires the city to establish and broadly disseminate to the public a public participation program identifying procedures whereby proposed amendments or revisions of the comprehensive plan are considered by the governing body.

Review: The City of Richland has an established public participation program to ensure early and continuous public participation in comprehensive plan amendments. The following outlines the program as it applies to this comprehensive plan amendment:

- (1) Communication programs and information services. The City of Richland informed the public about the proposed plan amendment by publishing notice of the amendment in the Tri-City Herald and by posting notice on the City web page.
- (2) Broad dissemination of proposals and alternatives. The City of Richland distributed the proposed plan amendment in the following manner to ensure that information on the amendment was available prior to discussion at public hearings:
 - (a) Copy was available at the City library.
 - (b) Copies were available at the Planning and Development Services Division.
 - (c) A copy was posted on the City web page.
 - (d) Copies were available at the public hearing held by the Planning Commission.
- (3) Public meeting after effective notice. The City of Richland publicized public hearings in the following manner to ensure the broadest cross-section was made aware of the opportunity to become involved in the planning process:
 - (a) Public hearings before the Planning Commission and City Council were scheduled to allow for public comment.
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 - (d) All public hearings will be cablecast on the City's cable channel.
- (4) Provision for open discussion. The City of Richland took the following actions to ensure that the public had an opportunity to actually take part and have their opinion heard:
 - (a) Agendas are written that clearly define the purpose of the hearing, the item to be considered, and actions that may take place.
 - (b) All public hearings will be scheduled during the weekday in the evenings to encourage the greatest number of people to attend.
 - (c) The chairman presiding over the hearing shall allow the public an opportunity to comment on the amendment.
 - (d) All hearings will be recorded for public access and review.
- (5) Opportunity for Written Comments. The City of Richland provided the public an opportunity to submit written comment any time during the comprehensive plan

amendment review process. These written comments will be made part of the record to allow the governing body to consider them in their decision making process.

II. PLANNING GOALS

The Growth Management Act (GMA) requires the city to consider and be guided by the 13 goals established in RCW 36.70A.020 when adopting comprehensive plans and development regulations. Staff carefully considered and weighed each goal in the light of the relevant information to achieve its desired goal. The following outlines staffs review process to ensure that the 13 goals were properly considered in guiding the city in its final recommendation.

GOAL 1: URBAN GROWTH. *City should encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.*

Review. The property is located within the City’s existing Urban Growth Area as set forth by the Benton County comprehensive plan. The City’s comprehensive plan includes provisions for the extension of utilities and services to lands located within the Urban Growth Area, but not to this particular property, as it is unsuited for urban development. The proposed amendment is consistent with this GMA goal.

GOAL 2: REDUCE SPRAWL. *City should try to reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.*

Review. The proposed amendment would set aside a small area that is unsuited for development. The proposed amendment would not impact this GMA goal.

GOAL 3: TRANSPORTATION: *City should encourage efficient multimodal transportation systems that are based on regional priorities and coordinate with county and city comprehensive plans.*

Review. The City of Richland’s comprehensive plan policies state that the city will coordinate planning and operation of transportation facilities with programs to optimize multimodal transportation systems. City plans provide for a pedestrian trail across this site, but the physical constraints of the site prevent other forms of transportation across the site.

GOAL 4: HOUSING: *City should encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.*

Review. The proposed amendment would not impact the housing goal.

GOAL 5: ECONOMIC DEVELOPMENT. *City should encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged*

persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, and public services, and public facilities.

Review. The proposed plan amendment would not directly impact economic development within the City.

GOAL 6. PROPERTY RIGHTS. *City should consider that private property should not be taken for public use without just compensations having been made. The property rights of landowners shall be protected from arbitrary and discriminatory action.*

Review. The City's existing plan includes policies concerning the protection of private property rights. This site has already been acquired as open space by the City. The proposed amendment would not impact this GMA goal.

GOAL 7: PERMITS. *Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.*

Review. The proposed amendment does not directly impact the goal of processing permits in a fair and timely manner.

GOAL 8: NATURAL RESOURCE INDUSTRIES. *City should maintain and enhance natural resources-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.*

Review. The proposed amendment does not involve any designated natural resource lands and so does not impact the goal of conserving and enhancing natural resource industries.

GOAL 9: OPEN SPACE. *City should encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands, and water, and develop parks.*

Review. The amendment would slightly increase the amount of open space that is designated within the City's plan and therefore supports this GMA goal.

GOAL 10: ENVIRONMENT. *City should protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.*

Review. The proposed amendment would set aside the subject property for preservation of the natural environment and so is consistent with this GMA goal.

GOAL 11: CITIZENS PARTICIPATION AND COORDINATION. *City should encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.*

Review. The City of Richland has an established public participation program to ensure early and continuous public participation in comprehensive plan amendments. The outline of that plan can be found in Section I: Public Participation. The review of this proposed amendment followed the City's adopted public participation plan.

GOAL 12: PUBLIC FACILITIES & SERVICES. *City should ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.*

Review. The proposed amendment would not result in additional needs for public facilities or services and so is consistent with this GMA goal.

GOAL 13: HISTORIC PRESERVATION. *City should identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.*

Review. There are no known historical buildings or sites of historical or archaeological significance known to exist within or near the subject site.

III. CONCLUSION

The proposed plan amendment would reclassify one acre of Low Density Residential Land to Natural Open Space land. This amendment is consistent with the goals of the Growth Management Act.



Z2013-110 COMPREHENSIVE PLAN

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: Z2013-111

PREPARED BY: RICK SIMON
MEETING DATE: AUGUST 28, 2013

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND

REQUEST: A CHANGE IN ZONING ON APPROXIMATELY 41 ACRES
FROM PPF – PARKS & PUBLIC FACILITIES TO NOS –
NATURAL OPEN SPACE.

LOCATION: THE NORTH HALF OF BADGER MOUNTAIN COMMUNITY
PARK, NORTH OF ENGLEWOOD DRIVE.

REASON FOR REQUEST:

City staff has reviewed land use and zoning designations on public properties and are proposing several changes to ensure that comprehensive plan designations and zoning designations agree and that existing open space areas are properly identified in the plan. This property was identified as one of several in need of a plan amendment and/or zoning change.

FINDINGS AND CONCLUSIONS

Staff has completed its review of the proposed amendments to the land use and map included in the comprehensive plan (Z2013-111) and submits that:

1. In 1997, the City of Richland adopted a comprehensive plan that included a Land Use Plan Map that identified an arrangement of land uses within the City and its Urban Growth Area to accommodate future residential, commercial, industrial and open space land uses;
2. The site is located on steeply sloping ground;
3. The site has been designated as Natural Open Space in the City's Comprehensive Plan. Adoption of Natural Open Space zoning would implement the City's comprehensive plan;
4. Adoption of the proposed amendment would be consistent with the City's Draft 2012 – 2018 Parks, Trails and Open Space Master Plan;

5. The City adopted the Draft and Final Environmental Impact Statement prepared for the 1997 comprehensive plan adoption to satisfy the environmental review requirements of the State Environmental Policy Act.
6. Based on the above findings and conclusions, approval of the land use map amendment in the comprehensive plan would be in the best interest of the community of Richland.

RECOMMENDATION

Staff recommends that the Planning Commission concur with the findings and conclusions set forth in Staff Report (Z2013-111) and recommend to the City Council adoption of the proposed zoning amendment to designate the site as Natural Open Space.

ATTACHMENTS

- A. Supplemental Information
- B. RMC Section 23.30.020 – Public Use Districts Table
- C. Comprehensive Plan Map
- D. Zoning Map

SUPPLEMENTAL INFORMATION

SITE DATA

Size: The portion of the Badger Mountain Community Park located north of Englewood Drive, approximately 41 acres.

Current Use: The site has two water reservoirs located on it. Glenwood Court terminates on the site, where there is an existing viewpoint.

Site Characteristics: The property generally consists of a steep, rocky hillside with native vegetation. The summit of the hill is located in the central portion of the property and so the slopes run from there both north and south.

SURROUNDING LAND USES

North & West: Undeveloped property

East: Single family residential lots.

South: The developed portions of Badger Mountain Community Park.

EXISTING COMPREHENSIVE PLAN

The site is currently designated as Natural Open Space. This category includes lands intended to remain as long-term undeveloped open space with limited public access. This category primarily includes lands associated with the Yakima River floodplain and islands in the Columbia River.

Land Use Goal #6 of the plan addresses open space. It states:

The City will protect and conserve its natural resources and critical lands and provide public access based on ability of the resource to support the use.

Policy 1 - The City will make all public river shoreline accessible to the public, subject to regulation protecting public safety, sensitive habitat areas and wildlife.

Policy 2 - The City will encourage development of water-oriented recreational, cultural and related commercial facilities in certain Columbia River locations to enhance and diversify Richland's community recreational resources and its attractiveness to tourists.

Policy 3 - Except as addressed in Policy 2, the City will protect the natural riparian area along the Yakima River and the riparian area along the Columbia River so as not to diminish the quality of the shoreline environment.

Policy 4 - In cooperation with appropriate agencies, the City will identify and regulate the use of wetlands, essential habitat areas and other critical lands within the urban growth area.

Policy 5 - The City will encourage the public and/or private acquisition of the prominent ridges in the south Richland area in order to preserve views, protect shrub-steppe habitat, and to provide non-motorized public access.

EXISTING ZONING

Section 23.30.010(A) of the RMC defines the Parks and Public Facilities district as: “A special use classification intended to provide areas for the retention of public lands necessary for open spaces, parks, playgrounds, trails and structures designed for public recreation and to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses. This zoning classification is intended to be applied to those portions of the city that are designated as developed open space and public facility under the city of Richland comprehensive plan.”

PROPOSED ZONING

Section 23.30.010(B) of the RMC defines the natural open space use district (NOS) as” “A special use classification intended to provide area for the retention of publicly owned, natural open spaces that, due to their proximity to wetlands, shorelines, floodplains or critical habitat areas, are too sensitive for intensive use or development. This zoning classification is intended to be applied to those portions of the city that are designated as natural open space under the city of Richland comprehensive plan.”

The differences in uses permitted between the two zones are illustrated in the attached table.

ANALYSIS

The site, given its physical limitations; the current comprehensive plan designation of natural open space and the City’s current Parks plans, all strongly support the proposed zoning map amendment.

RECOMMENDATION

Staff recommends approval of the proposed map change to the City zoning map to designate the site as NOS – Natural Open Space.

23.30.020 Public use districts permitted land uses.

In the following chart, land use classifications are listed on the vertical axis. Zoning districts are listed on the horizontal axis.

A. If the symbol “P” appears in the box at the intersection of the column and row, the use is permitted, subject to the general requirements and performance standards required in that zoning district.

B. If the symbol “S” appears in the box at the intersection of the column and row, the use is permitted subject to the special use permit provisions contained in Chapter [23.46](#) RMC.

C. If the symbol “A” appears in the box at the intersection of the column and the row, the use is permitted as an accessory use, subject to the general requirements and performance standards required in the zoning district.

D. If a number appears in the box at the intersection of the column and the row, the use is subject to the general conditions and special provisions indicated in the corresponding note.

E. If no symbol appears in the box at the intersection of the column and the row, the use is prohibited

Land Use	PPF	NOS
Public/Quasi-Public Uses		
Alternative School	P ¹	
Churches	P ²	
Clubs or Fraternal Societies	P ²	
Cultural Institutions	P ²	
General Park Maintenance and Operations	P	P
Golf Courses	P	
Passive Open Space Uses	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ³	P ³
Public Agency Buildings	P ³	P ³
Public Agency Facilities	P ³	P ³
Public Campgrounds	P	
Public Parks	P	P
Schools	P ⁴	
Special Events Including Concerts, Tournaments, and Competitions, Fairs, Festivals and Similar Public Gatherings	P	
Trail Head Facilities	P	P
Trail for Equestrian, Pedestrian or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Art Galleries	P	
Boat Mooring Facilities	P	
Retail Uses		
Concessionaire	P ⁶	P ⁶
Parking Lot	P	S ⁵
Miscellaneous Uses		
Micro- and Macro-Antennas	P	
On-Site Hazardous Waste Treatment and Storage	A	A



Z2013-111 ZONING



Z2013-111 COMPREHENSIVE PLAN DESIGNATIONS



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Public Hearing

Agenda Item: PH3

Key Element: Key 3 - Economic Vitality

Subject: 2014 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME ANNUAL ACTION PLAN

Department: Community and Development Services

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

This is a public hearing only and no action is necessary.

Summary:

The 2014 Annual Action Plan (AAP) for the City of Richland and the Tri-Cities HOME Consortium is a supplement to the approved 2010-2014 Consolidated Plan. It describes proposed uses of new 2014 funding from the US Department of Housing and Urban Development (HUD) and 2013 anticipated program income from repaid loans via the HOME Investment Partnership and Community Development Block Grant (CDBG) programs.

On August 13, 2013, the Housing & Community Development Advisory Committee (HCDAC) held a public hearing, heard applicant presentations and considered funding allocations for 2014. The HCDAC's recommendations have gone through a 30-day comment period that expired on September 23, 2013, with no comments received. The public hearing is an additional opportunity to receive comments on Richland's proposed use of CDBG funds and HOME funds (administered by Richland) for all three cities.

The HCDAC recommends the estimated \$220,000 CDBG funds expected to be received by Richland are to be used as follows: \$14,040 to Elijah Family Homes; \$73,650 to internal Richland housing programs; \$7,000 to Senior Life Resources Meals on Wheels; \$16,210 to Richland Public Works ADA Sidewalk Ramps; \$60,000 to Richland Parks and Recreation for improvements to Barth Park; ARC of the Tri-Cities \$5,100; and \$44,000 for program administration.

Each respective city is undergoing public comment periods, advisory board review and Council consideration of this matter. Richland's final approval of the 2014 Annual Action Plan as the lead agency to the Tri-City HOME Consortium is scheduled for November 5, 2013, prior to submittal to HUD by November 15, 2013. The submittal of the Annual Action Plan maintains the Tri-City HOME Consortium's ability to receive 2014 HOME Investment Partnership funding, but not the obligation.

Fiscal Impact?

☒ Yes ☐ No

Holding the public hearing does not have a direct fiscal impact. The Annual Action Plan will be presented to Council for formal adoption at the November 5, 2013, Council Meeting.

Attachments:

- 1) 2014 Draft Annual Action Plan
- 2) 2014 CDBG Recommendations

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:01:44 GMT-0700 2013



2014 ANNUAL ACTION PLAN

**CITY OF RICHLAND, WASHINGTON
AND
TRI-CITIES HOME CONSORTIUM**

SUPPLEMENT TO 2010-2014 CONSOLIDATED PLAN

For further information contact:
RICHLAND COMMUNITY DEVELOPMENT
HOUSING AND REDEVELOPMENT DIVISION
505 Swift Blvd., P.O. Box 190, MS 19
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City of Richland And Tri-Cities HOME Consortium Narrative Responses

Introduction

The Cities of Richland, Kennewick and Pasco are entitlement communities under Title 1 of the Housing and Community Development Act of 1974. Each city is eligible to receive federal funds annually from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. Each city is separately responsible for planning and administering housing and community development activities within their jurisdiction, and implementing, monitoring, and reporting to HUD on the use of CDBG funds.

Richland, Kennewick and Pasco, as contiguous units of local government, entered into a Cooperative Agreement in 1995 to form the Tri-Cities HOME Consortium. The agreement was amended in 2007 to include an automatic renewal clause. At least every 3 years the Cooperative Agreement is re-evaluated by each city to determine continued participation in the Consortium and to propose change. The Tri-Cities HOME Consortium is eligible to receive annual federal HOME dollars from HUD under the HOME Investment Partnership Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended. Richland serves as the lead entity for the Tri-Cities HOME Consortium, and acts as the administrative, monitoring and reporting agency to HUD.

As each of the three cities share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the cities collaboratively prepared a 2010-2014 Tri-Cities Consolidated Plan. The Plan provides the community with an assessment of needs, reviews housing market conditions, establishes goals, strategies and objectives to respond to the identified needs, measures progress toward meeting goals and serves as a basis for developing annual plans to implement the five year plan. The 2014 Annual Action Plan represents the fifth year of the 2010-2014 Consolidated Plan and summarizes the activities planned for the period January 1, 2014 to December 31, 2014. The Annual Action Plan provides specific details of investments in projects, describes the geographic area in which the programs are available and the nature of the impact the City hopes to achieve through various projects and programs using CDBG and HOME funds.

Resources

The activities proposed in the 2014 Annual Action Plan will be funded by CDBG and HOME allocations and by program income received from these two funding sources. CDBG and HOME funds are vital funding resources in the community that are used in conjunction with local, state, and other federal funds such as donations, United Way, local lenders, FHA, Washington State Department of Commerce, etc.

While no plans are underway at the present time, the City of Richland also reserves the option of applying for a Section 108 loan in an amount not to exceed 5 years of anticipated CDBG funds or approximately \$1,100,000.

Anticipated federal funds that will be available for activities in 2014 are as follows:

CDBG	\$220,000*
CDBG 2014 Program Income	\$ 90,000
HOME	\$450,000**
HOME Program Income	\$100,000***

**The City of Richland will use 20 percent of the CDBG entitlement grant for administrative purposes.*

***Total amount received will be distributed as follows: 10 percent of HOME grant reserved by Richland for administrative purposes; not less than 15 percent for a Community Housing Development Organization (CHDO), and the remainder allocated between the three cities using the same formula that HUD uses to calculate CDBG percentages for each city.*

****Ten percent of HOME program income will be available for administrative purposes by the member city whose project generated the program income. The balance of 90 percent will be made available to eligible CHDO.*

In addition, the carryover CDBG Revolving Funds balance as of December 31, 2013 from Richland DPA and Rehabilitation Programs will be revolved back into their respective activities.

The City of Richland anticipates for planning purposes that the CDBG and HOME Programs will be federally funded at 2014 levels; however this is very difficult to project as the past several years have seen major funding reductions to these two federal programs. If the actual federal awards are above or below the anticipated amount, the current approved projects will be increased or decreased proportionally based on the same percentage as the final allocation from HUD or alternate applicant projects may be considered. Under the CDBG Program, consideration will also be given to the HCDAC priority ranking with those activities scoring highest given consideration for full funding first. Final funding is also contingent on the actual receipt of revolving loan program income received from prior CDBG loans.

The City of Richland is supportive of efforts by other agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide written and verbal support of projects that will meet a Housing and Community Development need as identified in the 2010-2014 Consolidated Plan, and, within staffing capacity, will assist other organizations that implement portions of the plan to apply for funds from other local, state, or federal resources.

Geographic Distribution

Desired Outcome: Improve neighborhoods through support of high priority projects.

Richland's CDBG and HOME funds will be available to assist lower income residents within Richland city limits with priority placed on those activities that provide a benefit in the oldest neighborhoods of Richland. This geographic area is primarily Census Tracts 102 to 106 in central Richland.

Kennewick's HOME dollars will be used for their First Time Homebuyer Program. The geographic area includes the entire city limits with priority given to activities located in the downtown Kennewick corridor of Census Tracts 112 and 113.

Pasco will use HOME dollars within Pasco city limits with priority placed on Census Tracts 201, 202, 203 and 204.



Various methods were used to aid in the development of the 2014 Annual Action Plan. These included public hearings, focus group sessions with the Housing and Community Development Advisory Committee (HCDAC), community workshops, advertisements in local newspapers in both English and Spanish languages, and direct mailings to agencies and organizations that serve under-represented and lower income populations. In addition, existing and prior community plans, studies, and resources were utilized.

One of the challenges to meeting underserved needs by any one group is the lack of staff capacity, financial resources, and supportive services necessary to address all needs. Staff will continue to attend and be an active member of the Continuum of Care planning group as administered by the Benton/Franklin Department of Human Services. The Continuum of Care Task Force is comprised of local non-profit, housing, public service, faith based, correctional, and government agencies serving Benton and Franklin counties. By maintaining open communication, collaboration, and partnering

efforts among all groups, and reducing duplication of effort, more needs of lower income can be met.

Citizen Participation

As part of the 2014 Annual Action Plan process, a public hearing and community stakeholder's forum was held Tuesday, July 9, 2013 to gather information and seek input relating to needs in the community. The forum also advised how federal CDBG and HOME funds had been spent in 2012. A letter advising of the public hearing and upcoming CDBG application cycle was direct mailed to 68 local organizations and interested parties. A flyer advising of the public hearing and seeking public comment was distributed to the two local housing authorities, posted at the Richland public library and City Hall campuses, and notice was given at a meeting of the Continuum of Care Task Force.

Richland CDBG Program

The CDBG application packet was available June 1, 2013 on Richland's website at: <http://www.ci.richland.wa.us/index.aspx?nid=157>

Interested applicants could also request a copy be e-mailed or direct mailed to them. The deadline for receiving applications was 5 P.M. July 19, 2013.

The City of Richland anticipates receiving \$220,000 of CDBG funds in 2014 directly from HUD, of which \$176,000 would be available for projects and \$44,000 would be retained by the City of Richland for administrative purposes. Program income of approximately \$90,000 is anticipated to be received in 2014 from the repayment of prior CDBG funded loans under the Down Payment Assistance Program and the Owner Occupied Rehabilitation Program. The program income funds will be revolved back into the respective activity to assist other lower income persons.

On July 9, 2013, HCDAC recommended raising the public service funding amount from 10 percent to 15 percent for the anticipated 2014 CDBG award allowing \$33,000 to be considered and made available for public service projects.

Richland received six applications for 2014 CDBG funding totaling \$209,790. HCDAC heard oral presentations from CDBG applicants on August 13, 2013, and made a recommendation to Richland City Council to provide CDBG funding to support Richland's Down Payment Assistance and Rehabilitation programs; provide funds to support The ARC of Tri Cities Partners and Pals program; support efforts to provide hot, nutritious meals to homebound seniors; provide funds to assist in improving life skills of former drug and alcohol abusers; improve a low income neighborhood park and support the construction of ADA compliant ramps in central Richland.

A display ad was placed in the Tri-City Herald on August 24, 2013 and published in Spanish in Tu Decides on August 23, 2013 advising of HCDAC funding recommendations. A 30-day public review and comment period was made available until September 23, 2013. The ad also advised of a public hearing October 15, 2013 before Richland City Council to allow comment on 2014 CDBG funding

recommendations and the draft 2014 Annual Action Plan.

Space reserved for public comments. No comments received during the 30 day public comment period or public hearing.

Final approval of the 2014 Annual Action Plan will be held before Richland City Council on Tuesday, November 5, 2013, prior to submittal to HUD by November 15, 2013. Final 2014 CDBG funds are dependent upon federal allocation which is anticipated to be known in the spring or early summer of 2014.

HOME Program

On July 9, 2013, the HCDAC recommended that Richland HOME funds continue to be used to support the Infill Homeownership Program. A display ad was placed in the Tri-City Herald on October 4, 2013 and in Spanish in Tu' Decides on October 4, 2013 starting a 30-day public comment period for the proposed use of 2014 HOME Program funds for the Cities of Richland, Kennewick and Pasco.

Space reserved for public comments.

A public hearing of the HOME Program recommendations for funding and draft 2014 Tri-Cities HOME Consortium Annual Action Plan will be held before Richland City Council on November 5, 2013. The final 2014 Annual Action Plan for the City of Richland and the Tri-Cities HOME Consortium is scheduled to go before Richland City Council on November 5, 2013 prior to submittal to HUD by November 15, 2013. Final 2014 HOME Program allocations are dependent on actual program income received from repaid loans, and HOME Program federal allocation, which is anticipated to be available from HUD in the spring or early summer of 2014.

Institutional Structure

The current institutional structure highlights the need for additional cooperation and commitment to ensure that all functions are performed in a coordinated manner to guarantee an efficient use of public and private resources.

The institutional structure for development, support, and implementation of the Annual Action Plan requires using six (6) strategies:

1. Provide in a timely manner the delivery of housing and community development improvements (primarily affordable housing) to income eligible residents.
2. Clarify member roles and expectations through the provision of member Cities signing a HOME Program sub-recipient agreement with the lead entity.
3. Use high levels of communication and project coordination among Consortium members, community partners, and various multi-jurisdictional City Departments to support, revitalize and/or stabilize low and moderate-income neighborhoods and households.

4. Using CDBG funds, implement diverse types of projects in support of vulnerable populations such as the elderly or disabled.
5. Maintain a working relationship with local Housing Authorities and Continuum of Care providers based on the mutually shared goal of providing suitable housing for homeless, very low, and low-income persons. Use established lines of communication to identify opportunities for joint ventures.
6. Continue to cultivate strong working relationships with local realtors and financial institutions to ensure homebuyers are successful.

The City of Richland will pursue various activities outlined in the 2010-2014 Consolidated Plan to strengthen and coordinate actions with housing, non-profit, and economic development agencies. Staff will continue to participate in the Continuum of Care Task Force to assist in the coordination of government agencies, nonprofit organizations, housing developers, social service providers, and Continuum of Care providers to meet the needs of the homeless. Richland staff will participate in the Point In Time count of the homeless which is used to measure community trends. The City of Richland will continue to encourage and support joint applications for resources and programs among housing and public service entities within staff capacity.

Monitoring

The City of Richland is responsible for monitoring Richland CDBG and HOME Consortium program sub-recipients to ensure compliance with all federal, state and local rules, regulations and laws. This is accomplished through phone conversations, written correspondence, desk monitoring, and on-site monitoring visits. Technical assistance is offered throughout the year, both to new sub-recipients and existing sub-recipients. Sub-recipients are required minimally to provide written quarterly reports to identify progress made in the program and how funds have been used.

Housing projects funded by CDBG or HOME Programs are typically made as loans documented by recorded deeds of trust, promissory notes, and other contractual loan agreements. These documents establish the obligations for compliance with CDBG or HOME regulations. All housing projects are required to secure building permits and comply with zoning and building code requirements. Housing units are inspected and corrections are required to meet building codes as part of the permitting process. HOME funded projects to purchase existing units receive an on-site housing quality standards inspection and visual paint inspection. Specific language is in the written contractual agreement and Deeds of Trust to assure the assisted unit complies with affordability requirements. A performance measurement system to measure the impact federal dollars are making in the community assists in measuring program and sub-recipient performance. These actions identify potential areas of concern and assist in making necessary changes to ensure programs operate efficiently and effectively.

The City does not monitor grants or loans awarded directly to other entities by HUD or other Federal or non-Federal agencies.

Lead-based Paint

Desired Outcome: Improved community knowledge of the hazards of lead-based paint.

The City of Richland will undertake the following actions in 2014 to increase community awareness of lead based paint and its hazards:

- The City of Richland will distribute the pamphlet “Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools” published by the Environmental Protection Agency (EPA), at the Planning and Building department located at 840 Northgate Drive, Richland, WA.
- The pamphlet “Protect Your Family from Lead in Your Home” published by EPA will be distributed to all potential housing clients, and will be available at the Planning and Building department located at 840 Northgate Drive, Richland, WA.
- The City of Richland website at <http://www.ci.richland.wa.us/index.aspx?nid=686> provides education on lead-based paint, including information on Safe Work Practices, actions to take when rehabbing or remodeling your home, and steps to take if you suspect you or your family have been exposed to lead hazards.
- The City of Richland will continue to reduce the cost burden of lower income households by paying for extensive testing to identify lead hazards and assure compliance after remediation work. This will be accomplished by granting the costs of lead-based paint inspections, risk assessments, and one clearance exam for persons assisted by the Rehabilitation Program using CDBG funds.

HOME PROGRAM

Desired Outcome: Lower-income persons have access to decent, safe, and sanitary affordable housing.

The Tri-Cities housing inventory still remains affordable, provided the homebuyer is able to save enough funds for the initial purchase. Unlike the rest of Washington State and the nation, the Tri-Cities did not see a significant increase in home values and costs during the last decade, nor a significant decrease in home values and costs from the recession of 2008. The Consortium will continue offering first time homebuyer programs in the three cities to assist low income families in purchasing homes. Homebuyer assistance loans vary based on the average cost of housing in each jurisdiction.

In 2013, the Consortium Agreement between the cities of Richland, Kennewick, and Pasco was executed for the period 2014-2016. The existing Consortium agreement has an automatic renewal clause as long as existing Consortium members agree to continue participation in the Consortium. The agreement may be updated to better define roles and responsibilities between members, and determine which jurisdiction will serve as lead during this period.

Richland

The City of Richland currently serves as the lead entity for the Tri-Cities HOME Consortium, and anticipates that \$45,000 will be available for administration purposes (10 percent of the total amount received from HUD). An additional \$10,000 of program income will be reserved for administration. Actual 2014 budget is dependent on final federal allocation and actual amounts of program income received during the year.

The City of Richland will use approximately \$54,152 of entitlement HOME funds in 2014 to continue the First Time Homebuyer Program.

The First Time Homebuyer Gap Program provides up to a maximum of \$9,000 for down payment, prepay and other related closing costs. One percent interest is charged on a HOME loan. The HOME loan is deferred for the first thirty years or until the first mortgage is paid in full, the balance of the HOME loan, with accrued interest, is then amortized and payments are due annually over a 20-year period. A HOME loan will also become due and payable if the property is transferred or no longer used as the primary residence of the borrower. The HOME loan will be secured by a written agreement, a Deed of Trust and a Promissory Note. Recapture provisions are used during the period of affordability. The affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. The homebuyer must contribute one percent or \$1,000, whichever is greater, toward the purchase price of the home. The homebuyer must complete a homebuyer education class prior to receiving assistance. The property must comply with HQS including a visual paint inspection. Potential homebuyers are encouraged to have a professional home inspection completed by a third party, as the City does not warrant nor guarantee the condition of an existing home.

Location: Within Richland City limits with priority given to the oldest sections of Richland, Census Tracts 102 to 106.

Kennewick

The City of Kennewick will use approximately \$133,856 of entitlement HOME funds in 2014 to continue the First Time Homebuyer Program.

The First Time Homebuyer Program provides a maximum of \$9,000 in gap assistance for down payment, prepay and other related closing costs. A HOME loan will be offered at zero percent interest and will be deferred until the first mortgage is paid in full, transferred, or the property is no longer used as the primary residence. The HOME loan will be secured by a written agreement, a Deed of Trust and a Promissory Note. Recapture provisions are used during the period of affordability. The affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. The homebuyer must contribute a minimum of \$1,000 toward the purchase of the home. The homebuyer must complete a homebuyer education class prior to receiving assistance. The property must comply with HQS including a visual paint inspection. Potential homebuyers are encouraged to have a professional home inspection completed by a third party, as the City does not warrant nor guarantee the condition of an existing home.

Location: Within Kennewick City limits, except sections that are outside of corporate city limits and are not eligible for participation.

Pasco

Down Payment Assistance of up to \$9,000 will be provided to a potential homebuyer. A HOME loan will be offered at zero percent interest and will be deferred until the first mortgage is paid in full, transferred, or the property is no longer used as the primary residence. The HOME loan will be secured by a written agreement, a Deed of Trust and a Promissory Note. Recapture provisions are used during the period of affordability. The affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. The homebuyer must contribute minimum of \$1,000 toward the purchase of the home. The homebuyer must complete a homebuyer education class prior to receiving assistance. The property must comply with HQS including a visual paint inspection. Potential homebuyers are encouraged to have a professional home inspection completed by a third party, as the City does not warrant nor guarantee the condition of an existing home.

Location: Within Pasco city limits, with priority given to Census Tracts 201, 202, 203 and 204.

Community Housing Development Organization (CHDO)

Each year, the cities of Richland, Kennewick, and Pasco rotate designation of HOME dollars to an eligible Community Housing Development Organization (CHDO). In 2014, CHDO funds of approximately \$67,500 or a minimum of 15 percent of the HOME grant will be distributed by the City of Pasco to a CHDO to develop affordable housing. Specific project information will be determined after a "Request for Proposal" process by the City of Pasco. Anticipated 2014 program income will also be made available to eligible CHDO.

Location: To Be Determined.

Affirmative Marketing

The Tri-Cities HOME Consortium is committed to providing equal access and opportunity to all persons to encourage participation in the housing programs offered in the Cities of Richland, Kennewick and Pasco. The three cities will not discriminate, and will require that all contractors, subcontractors, sub-recipients, owners, landlords, and vendors not discriminate against any person on the basis of race, color, national origin, gender, sex, religion, disability or familial status. Actions to provide information and attract otherwise eligible persons in the community to the housing programs may include displaying advertisements in Spanish and English in local newspapers, hosting neighborhood meetings, direct mailing to social service agencies or businesses that employ or are frequented by lower income, providing information to housing authorities, advertising in periodical newsletters or utility bill inserts, distributing flyers or brochures to businesses that have ties to the agricultural community, distributing flyers or brochures at community events, providing community service announcements on television, radio networks and City reader-boards for special events/activities, and

maintaining contacts with community agencies and people who have agreed to act as interpreters and mentors for non-English speaking residents.

Recapture Requirements

Section 215 of the HOME statute requires that to be classified as affordable housing, it must have an initial purchase price that does not exceed 95 percent of the median purchase price for the area, the house must be the principal residence of an owner that qualifies as low income (80% or below median as established annually by HUD) at the time of purchase, and be subject to either resale or recapture provisions. Recapture and resale provisions cannot be used together in the same loan. Programs to assist homebuyers may include acquisition only, acquisition/rehabilitation or new construction of modest, single family housing that will be sold to low income homebuyers.

The Cities of Richland, Kennewick, and Pasco, as members of the Tri-Cities HOME Consortium, have created homebuyer programs with dollar amounts and loan terms established based on individual city and socioeconomic characteristics. Deed of Trust restrictions, promissory notes, and written agreements are required on each HOME assisted property during the period of affordability with specific loan terms and conditions established by each member of the Consortium. Total HOME Investment under \$15,000 requires a 5 year period of affordability; \$15,000 to \$40,000, a 10 year affordability period; and over \$40,000, a 15 year period of affordability. The period of affordability starts when all funds have been drawn, information has been entered into HUD's Integrated Disbursement and Information System (IDIS), and the project has been closed in IDIS. If the property is not used as the primary residence under recapture provisions, the entire HOME investment must be repaid, less any HOME Program principal repayments already made, but is not subject to prorated or other reductions during the period of affordability.

Recapture is triggered by any transfer of title, either voluntary or involuntary, or if the housing does not continue to be the principal residence of the family during the period of affordability. This period is not contingent on loan terms and an amortization period.

To ensure affordability, the Consortium adheres to recapture requirements as set forth in 24 CFR 92.254(a)(4), and 24 CFR 92.254(a)(5)(ii)(A)(1) and (A)(2), and (A)(5). Homebuyer direct assistance including Down Payment, closing costs and other direct subsidies such as principal reduction, interest buydowns, etc. are subject to recapture provisions. It also includes any HOME investment that reduced the initial purchase price from fair market value to an affordable price (Direct Subsidy), principal and interest balance (but excludes the amount between the initial cost of producing the unit and the market value of the property).

Recaptured funds from the sale are determined by the amount of net proceeds available from the sale. Net proceeds are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs. The amount recaptured will not exceed the total net proceeds available. Funds that are recaptured from the sale or transfer of property during the period of affordability must be immediately returned to the City of Richland, as lead agency of the Consortium.

Recapture Provisions

There are two options that the Tri-Cities HOME Consortium will use to structure its recapture provisions:

1. **Direct HOME Subsidy.** In this option, the Participating Jurisdiction (PJ) recaptures the entire amount of the direct HOME subsidy provided to the homebuyer before the homebuyer receives a return. The recapture amount is limited to the net proceeds available from the sale of the property during the period of affordability. If there are insufficient net proceeds available at sale, the homebuyer is not required to repay the difference between the total direct HOME subsidy and the amount that is available from net proceeds, and the PJ is not required to pay the difference to HUD.

Example: A homebuyer receives \$9,000 of direct HOME downpayment assistance to purchase a home at zero percent interest. The homebuyer sells the home after three years, during the required 5 year period of affordability. The PJ would recapture, assuming there are sufficient net proceeds, the entire \$9,000 direct HOME subsidy. The homebuyer would receive any net proceeds in excess of \$9,000.

2. **Reduction During the Affordability Period.** The direct HOME subsidy, or a designated portion of the loan, is reduced based on the time the homebuyer has owned and occupied the housing, measured against the required affordability period. The pro-rata amount recaptured cannot exceed what is available from net proceeds.

Example: A homebuyer receives \$10,000 of HOME downpayment assistance and purchases a home developed with HOME funds for \$10,000 below fair market value. The total direct HOME subsidy to the homebuyer is \$20,000 and requires a 10 year period of affordability. If the homebuyer sells the unit in year 5 of the 10 year period of affordability, the PJ would forgive 50 percent of the direct HOME subsidy and recapture 50 percent of the direct HOME subsidy, or \$10,000 of the \$20,000 initial HOME investment, assuming that there are sufficient net proceeds available.

Kennewick provides an amount up to \$9,000 as gap financing, which must be repaid as described above under “Direct HOME Subsidy” if the property is sold during the period of affordability.

The City of Pasco Down Payment Assistance Program provides loans up to \$9,000 to assist homebuyers in purchasing an existing home in Pasco. If the homebuyer sells the home during the period of affordability, funds will be recaptured as described under “Direct HOME Subsidy” above.

The City of Richland First Time Homebuyer Gap Program provides funds up to a maximum of \$9,000 to assist homebuyers in the purchase of an existing home in Richland. Funds will be recaptured as described under “Direct HOME Subsidy” as identified above.

Tri-County Partners Habitat for Humanity, a designated Community Housing Development Organization (CHDO) uses HOME funds to develop new affordable housing units that are sold to income qualified homebuyers. Habitat will use recapture provisions based on a pro-rata reduction during the period of affordability.

If HOME funds are used for the cost of developing a property and the unit is sold below fair market value, the difference between the fair market value and the purchase price will be considered to be directly attributable to the HOME subsidy to the homebuyer.

To preserve affordability, Consortium members may use purchase options, rights of first refusal, or other preemptive rights to purchase previous HOME assisted housing prior to foreclosure or at a foreclosure sale. HOME funds may not be used to repay a HOME loan or investment. The additional HOME assistance combined with the initial HOME investment may not exceed the maximum 95 percent per unit subsidy limits established by HUD annually. The affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. However, affordability restrictions must be revived per the original terms if, during the original affordability period, the owner of record before the termination event obtains an ownership interest in the housing.

Subordination

Subordination will be allowed if the borrower is refinancing the first mortgage and all of the criteria are met:

1. The borrower must maintain sufficient equity of at least 10 percent of the current value of the home.
2. The City lien position does not change or go to a lower tier position.
3. The borrower is refinancing the existing debt to lower the first lien right interest rate of at least one percent.
4. No cash equity to the borrower.
5. No cash equity to pay off any borrower debt.
6. The Title Report is acceptable to the City; and
7. The borrower must have gross household income at or below 80% of median at the time of the request for subordination.

Documentation will be required and will be evaluated before an application for subordination is approved.

HOME PROGRAM American Dream Down Payment Initiative (ADDI)

It is not anticipated that ADDI funds will be made available to the Consortium in 2014.

HOME Program Match Requirements

Each city, as a participating jurisdiction of the Consortium, must make a permanent contribution to show support of affordable housing in the community. The contribution is considered to be a match for federal HOME dollars and must be 25 percent of the funds drawn from the jurisdiction's HOME Investment Trust Fund Treasury account, excluding funds identified for administering the HOME program and program income. Match

obligations are satisfied by permanent non-federal investment in, or contribution to, HOME assisted or HOME eligible projects by reduction or contribution from the City's General or other non-federal funds, reduced cost for land purchased below appraised value, reduced financing fees from lenders and appraisers, grants for affordable housing from non-federal sources, donated construction/housing materials, and volunteer labor.

RICHLAND CDBG PROGRAM

The following describe those projects/programs that will be undertaken by Richland in 2014 utilizing CDBG funds:

City of Richland Down Payment Assistance Program

Affordable homeownership opportunities are still in demand with the resulting mortgage payment oftentimes the same or less than what the household was paying for rent. However, one barrier that remains is the ability of a lower income household to save enough to initially purchase the home.

The City of Richland will use 2014 CDBG entitlement funds, program income from repaid loans in 2013, and prior year carryover funds from the revolving fund to oversee and fund the Down Payment Assistance Program. This program provides first time homebuyers the opportunity to purchase their first home. The program provides up to \$9,000 of CDBG funds towards the down payment, prepay and closing costs associated with closing, as well as at times being used towards principal reduction and interest buy-downs to make the purchase more affordable. Buyers must provide a minimum of \$1,000 of their own funds towards the purchase.

The Down Payment Assistance loan accrues zero per cent interest and is deferred until sale, refinance, or transfer of the property, or if the property is no longer used as the household's primary residence. A local lender will provide a first mortgage for the purchase. The CDBG loan is secured by a Deed of Trust and Promissory Note as a silent second lien. Existing properties must comply with Housing Quality Standards, including a visual paint inspection on homes constructed prior to 1978 to assure the paint is not deteriorated and potentially a lead based paint hazard. All eligible applicants will be required to take an approved Homebuyer Training Class prior to receiving CDBG funds. The class may be an approved internet web-based course, or through an approved provider. Program income from repaid loans is revolved back into the program to be redistributed to other qualified applicants.

Location: Within Richland City limits, with priority given to Census Tracts 102 to 106.

City of Richland Rehabilitation Program

The City of Richland will provide lower income residents with the opportunity to reside in safe and sanitary housing units by continuing CDBG funding of the Owner Occupied Rehabilitation Program. 2014 CDBG funds will be used to rehabilitate houses located within Richland city limits. This program is typically utilized by single parents and elderly, low-income owner-occupied households. Eligible rehabilitation activities include, but are not limited to, the replacement of roofs, plumbing, electrical repairs or

improvements, energy efficiency improvements, or actions to reduce lead-based paint hazards. Luxury items are not eligible.

Households whose gross annual income is at 60 percent of median or below, will receive zero percent interest loans, deferred until sale, transfer or refinance of the property, if the home is no longer used as the primary residence, or is not used to provide affordable rental housing for a specified period. Households whose gross annual income is 60.1 to 70 percent of median will require loans at 2 percent interest, and require monthly payments. Households whose gross annual income is 70.1 to 80 percent of median will require loans at 4 percent interest and require monthly payments. If the property is sold, refinanced, or is no longer the owner household's primary address, then the full principal amount plus accrued interest must be repaid. Program income from repaid loans will be revolved back into the program to be redistributed to other qualified applicants. Costs associated with lead-based paint testing and a clearance exam at project completion will be granted to the household.

Location: Within Richland city limits with priority on the oldest sections of Richland, Census Tracts 102 to 106, in central Richland.

ARC of Tri-Cities Therapeutic Recreation (Partners N Pals) Program

The ARC of Tri-Cities will use CDBG funds to help provide developmentally disabled individuals with therapeutic recreational opportunities. Activities will occur at Richland School District facilities, City of Richland Parks and Recreation facilities, and various community events. Individuals will receive additional volunteer and staffing support to make community activities accessible by providing personal care support, cognitive assistance, and behavior support.

Location: 1455 Fowler and within Richland City limits.

City of Richland Barth Park

The City of Richland plans to remove an existing old swing and ½ basketball court at Barth Park and make improvements to better serve smaller children. CDBG funds in the amount of \$60,000 will be used to make toddler specific playground improvements by constructing an irregular shaped kiddy bike and tricycle asphalt pathway and adding interactive play features that will attract families with young children. A fence on the two street sides will be replaced to increase safety. By improving the appearance of the park and providing more age appropriate recreational amenities, park usage will increase.

Location: Barth Park is located at the intersection of Barth Avenue and Comstock Street. This neighborhood park service area is Census Tract 106 Block Groups 1, 2, and 3.

Elijah Family Homes, Transition to Success Program

Elijah Family Homes proposes to use CDBG funds to assist clients in maintaining drug/alcohol recovery compliance, teach basic life and parenting skills, offer family support, individual counseling and children's programs, build customized individual plans to increase self-sufficiency, and seek community training and job connections for family economic sustainability. Services will be provided to existing and future applicants placed on a waiting list for housing. The applicant is required to attend tenant programs and fulfill tenant compliance requirements such as remain clean and sober while they are waiting for housing.

Location: 660 George Washington Way, Suite G, Richland and within Richland City Limits

Senior Life Resources, Meals on Wheels Program

CDBG funds will be used to provide meals to seniors at the Richland Community Center, or if they are homebound, the meals are delivered to their home by volunteers. The Meals on Wheels Program helps to decrease social isolation of seniors by daily contact with volunteer drivers, and provides a greater variety of food to ensure a balanced diet.

Location: Richland Community Center, 500 Amon Park Drive and within Richland City Limits

City of Richland Public Works, ADA Sidewalk Ramps

As new roadway construction or reconstruction projects are implemented, current accessibility standards are required to be included in the project. However some existing older neighborhoods in Richland are lacking curb/sidewalk ramps, or the existing ramps have deteriorated and are unsafe. This limits the mobility of disabled persons to enjoy local parks, shopping, or cross intersections in a safe manner. CDBG funds will be used to remove architectural barriers and install ADA compliant wheelchair access ramps in sidewalks located in older central Richland neighborhoods that currently do not have curb cuts and access ramps, or to existing non-functional ramps that cause a barrier to accessibility.

Location: Census Tracts 102 to 106 with priority to neighborhoods that do not have existing ADA sidewalk ramps.

Needs of Public Housing

The Kennewick Housing Authority (KHA) provides housing assistance to more than 1,300 low income households in the cities of Kennewick, Richland and Benton County. KHA administers a Public Housing Program, Section 8 “Tenant-Based” Voucher Program and a Section 8 “Project-Based” Voucher Program for low income households. KHA owns and operates a 66-unit high-rise residential apartment complex designed for elderly and disabled residents at Keewaydin Plaza, 6 W. 6th Avenue, Kennewick, WA. Sunnyslope Homes located at 1915 W. 4th Place in Kennewick provides 124 multi-family dwelling units for low income persons. A 6-unit (2 bedrooms each) complex known as Mitchell Manor helps provide low income disabled persons with fully accessible housing. Columbia Park Apartments located at 1682 Jadwin Avenue in Richland consists of 138 units of one, two, three or four bedrooms for low income households as well as scattered privately owned home sites in Richland. These units are offered through the Project Based Section 8 program for low income households.

The rental housing market in the Tri-Cities has improved in the past year as more private market apartments have been constructed, however there remains a lack of dedicated affordable rental housing for very-low income and homeless persons.

Barriers to Affordable Housing

The purchase price and downpayment of a home generally serves as a significant barrier to affordable homeownership opportunities, particularly for lower income households. Local HUD-funded housing programs provide opportunities for lower-income households to become first time homebuyers. In some cases, the city’s homeownership programs can lower the mortgage payment to the same level that the household was paying for rent.

There is a lack of low cost land for development in the central core area of Richland. All three cities encourage infill development to preserve older neighborhoods, and support increase of housing densities in areas where adequate public facilities and services (police and fire protection, schools, water, sewer, and drainage) are in place or can easily be provided. Richland has updated and modified four single-family residential “alphabet” floor plans (“L”, “R”, and “V”) to meet current code requirements and the plans are available to the public. These floor plans lend themselves well for development on small lots, or infill construction projects.

Tighter lending criteria and less disposable household income may be having an impact on lower income households being able to maintain existing housing stock. In the older neighborhoods of Richland, many households are also deferring watering their yards during the summer months.

Specific Homeless Prevention Elements

Desired Outcome: Homeless are more self-sufficient through housing and services provided in the community.

Continuum of Care

City of Richland staff will continue to be involved in Continuum of Care planning efforts overseen by the Benton and Franklin Counties Department of Human Services. The City of Richland will continue to encourage cooperation and sharing of information to identify existing resources that might be available to meet the needs of the homeless, or those at risk of becoming homeless. City of Richland staff will continue to participate in a point in time count of the homeless in Benton and Franklin counties scheduled for January, 2014.

CDBG funds are being provided to Elijah Family Homes to assist in their efforts to improve basic life skills of recovering drug/alcohol abusers and increase their self-sufficiency.

Emergency Shelter Grants (ESG)

The City of Richland and the Tri-Cities HOME Consortium does not receive ESG funds.

Antipoverty Strategy

The City of Richland will continue to provide support for very low-income seniors and disabled households by reducing their utility bills (33% off electricity, 60% off water, sewer, and refuse bills). The City also participates in the "Helping Hands" program utilizing donated private funds to assist people in paying their utility bills. City of Richland employees may voluntarily donate funds as a payroll deduction to support United Way community service agencies. The City will continue the various housing programs such as the Rehabilitation Program and the Down Payment Assistance Programs and will assist in funding various public/social service programs that meet basic needs of elderly or special needs populations. The City continues to support efforts in the community to create job opportunities that pay living wage rates and provide training opportunities to reduce poverty.

The City of Richland will continue to support the efforts of various non-profit agencies, housing authorities and Community Housing Development Organizations to provide affordable housing opportunities for lower income and special needs populations. Rehabilitation priority is given by the City of Richland to those homes occupied by frail elderly or disabled homeowners and renters. City staff will be available to assist in identifying potential funding sources and provide technical assistance within staff capacity, and will remain receptive to forming partnerships with other entities to assure vulnerable populations are able to reside in decent, safe housing.

Reduce the Incidence of Homelessness

The City of Richland will continue to support efforts of non-profit and housing agencies to apply for McKinney-Vento, THOR, and other resources to assist homeless families and individuals with finding transitional and permanent housing.

Housing Opportunities for People with AIDS

The City of Richland and the Tri-Cities HOME Consortium does not receive HOPWA funds. The Kennewick Housing Authority is a project sponsor for the REACH and HOPWA Program in Benton, Franklin and Walla Walla Counties administered by Spokane County Community Services through a competitive HUD grant program.

Fair Housing and Equal Opportunity

Desired Outcome: Improve community awareness of Fair Housing laws consistent with the Community's Assessment of the Impediments to Fair Housing.

The Tri-Cities hired John Epler & Associates to develop an Analysis of Impediments to Fair Housing, which was completed in February 2011. Based on this review, three impediments were identified. The following identifies the impediments and the action steps that will occur in 2014 to further fair housing:

1. Many of the protected populations seeking rental or homeownership opportunities lack the skills and knowledge to obtain and remain in affordable housing. These populations are susceptible to discriminatory unfair rental and lending practices.

The City of Richland will distribute the pamphlet "I Can Choose Where I Live. What You Should Know About Your Housing Rights" in English and Spanish languages. The pamphlets "Fair Housing Equal Opportunity for All" and "Are You a Victim of Housing Discrimination?" in English and Spanish will also be distributed at the Redevelopment Office at 840 Northgate Drive, Richland, WA. The Cities of Richland, Kennewick and Pasco require that all approved applicants to HOME funded homebuyer programs complete an approved web-based or attend a pre-purchase training class to be a better informed consumer.

2. There is a lack of awareness of the issues related to fair housing and the impediments to fair housing in the Tri-Cities.

Fair housing pamphlets and flyers will be distributed at various locations such as public libraries, at special events and workshops, and will be distributed to agencies working with protected classes. Fair Housing information with links to HUD's website regarding the Fair Housing Act and how to file a complaint is posted on the City of Richland's website at <http://www.ci.richland.wa.us/index.aspx?nid=149>.

3. Extremely low rental vacancy rates, lack of new lower priced rental units and a housing stock that is increasingly balanced toward single family housing impact the ability of many households to obtain affordable housing meeting their needs.

The Cities of Richland, Kennewick, and Pasco support land use, zoning, and other policies that provide for housing choice to fit the needs of the population, including those with special needs and limited incomes.

Section 3 and MBE/WBE

Desired Outcome: Improve opportunities for lower-income persons, and small, minority, or women owned businesses to access living wage jobs.

The City of Richland and the Tri-Cities HOME Consortium, as recipients of \$200,000 or more of federal funds from HUD, must comply with Section 3 requirements to provide economic and job training opportunities to low and very low income persons, especially to those residing in public housing. Section 3 Business Concerns will be given preference in HUD funded bidding opportunities up to \$100,000 if their bid is within 10 percent of the lowest bid received and the business is qualified to perform the work solicited. Bid preference will be incrementally reduced for bids of \$100,000 and greater from 9 percent, to a low of 1½ percent for awards of \$7 million or more. Section 3 Business Concerns can claim preferential status by being a resident-owned enterprise, by claiming that at least 30 percent of their workforce is currently Section 3 residents, or by agreeing to subcontract at least 25 percent of the dollar awarded to qualified Section 3 businesses. Bidding solicitations will include notifying local agencies/housing authorities of the bidding opportunity and requesting that they post the information or include in tenant periodicals, direct mailing of the bid opportunity, posting flyers or brochures at locations frequented by low and moderate income persons, and by posting a sign at construction job sites providing contact information for the project. Habitat for Humanity Tri-Cities is a local Community Housing Development Organization (CHDO), and provides construction job skills training either through volunteer efforts, or by the family who performs construction or office work sweat equity in order to purchase a Habitat home.

While no preferential treatment is given, Minority and Women Owned Business Enterprises are encouraged to participate and bid on federally funded projects through bid or procurement advertisements and direct mailings, with total cost to the project being the primary deciding factor on whether a Minority or Women Owned Business is placed under contract.

The majority of projects funded by CDBG or HOME dollars do not exceed the threshold for Section 3 requirements to be passed on to contractors. However, language is included in each contract and contractors are encouraged to provide job training and employment opportunities to lower income residents, and subcontract with Section 3, Minority or Women Owned Business Enterprises should an opportunity arise during the course of construction on a project.

Performance Measurement System

Recipients of federal funding are required to assess the outcomes of the program in question in order to better assess the effectiveness of the activity. A Performance Measurement System has been designed by HUD to establish and track measurable

objectives and outcomes for the CDBG and HOME programs. There are three key elements to the Performance Measurement System - Objectives, Outcomes and Indicators. All approved applicants will be required to comply with the Performance Measurement System.

OBJECTIVES:

1. **Suitable Living Environment** – this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environments.
2. **Decent Housing** – This activity is designed to cover the wide range of providing housing opportunities. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs.
3. **Create Economic Opportunity** – This objective applies to the types of activities related to economic development, commercial façade improvements through rehabilitation, job training, or job creation.

OUTCOMES:

1. **Improve availability/accessibility** - This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low and moderate income people, including those with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate-income people where they live.
2. **Improve affordability** - This category applies to activities that provide affordability in a variety of ways in the lives of low and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services provided such as transportation or day care.
3. **Improve sustainability** - This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate-income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

The following table will be used to identify specific Objectives and Outcomes that will be associated with individual activities:

OUTCOMES

	OUTCOME #1 AVAILABILITY/ACCESSIBILITY	OUTCOME #2 AFFORDABILITY	OUTCOME #3 SUSTAINABILITY
OBJECTIVE #1 SUITABLE LIVING ENVIRONMENT (SLE)	1.1 Enhance suitable living environment through new/improved accessibility/availability	1.2 Enhance suitable living environment through new/improved affordability	1.3 Enhance suitable living environment through new/improved sustainability
OBJECTIVE #2 DECENT HOUSING (DH)	2.1 Create decent housing with new/improved availability/accessibility	2.2 Create decent housing with new/improved affordability	2.3 Create decent housing with new/improved sustainability
OBJECTIVE #3 CREATE ECONOMIC OPPORTUNITY (EO)	3.1 Provide economic opportunity through new/improved availability/accessibility	3.2 Provide economic opportunity through new/improved affordability	3.3 Provide economic opportunity through new/improved sustainability

INDICATORS:

There are 18 key indicators that HUD will use to assist in demonstrating the benefits that result from the expenditure of CDBG or HOME funds. A standardized reporting format in the Integrated Disbursement Information System (IDIS) will be utilized based on the type of activity that will be undertaken. This will result in national uniform reporting from all jurisdictions in order to better track the effectiveness of the CDBG and HOME Programs. Specific “indicators” will be automatically assigned by HUD when an activity is identified and set up in the IDIS system, however each project may have several indicators that will be reported depending upon the scope and purpose of the project.

Specific Indicators are as follows:

- A. Public facility or infrastructure activities
- B. Public service activities
- C. Geographically targeted revitalization effort
- D. Number of commercial facade treatment/business building rehabs that are not target area based
- E. Number of acres of brownfields remediated that are not target area based
- F. Number of new rental units constructed that are affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.
- G. Number of rehabilitated rental units that are affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.
- H. Number of homeownership units constructed, acquired, and/or acquired with rehabilitation, number that are affordable, how many years affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.
- I. Number of owner-occupied units rehabilitated or improved that are brought from substandard to standard condition, qualify as energy efficient, are now compliant with lead safe housing rules, are accessible for persons with disabilities, are occupied by special needs populations, etc.
- J. Assistance of downpayment/closing costs to homebuyers to purchase a home, number of first time homebuyers, number who receive housing counseling
- K. Number of households with short-term rental assistance, number of special needs households, number of homeless households, etc.

- L. Number of homeless persons given overnight shelter
- M. Number of beds created in overnight shelters or other emergency housing
- N. Number of households that received emergency financial assistance to prevent homelessness or received emergency legal assistance to prevent homelessness
- O. Jobs created for previously unemployed, number that now have access to employer sponsored health care, types of jobs created, training provided, etc.
- P. Jobs retained
- Q. Number of new or existing businesses assisted and the DUNS number of the business. (HUD will now trace the number of new businesses that remain operational for 3 years after assistance).
- R. Number of assisted business(es) that provides goods or services to meet the needs of the service area/neighborhood/community.

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TABLE 3A
SUMMARY OF SPECIFIC ANNUAL OBJECTIVES – CDBG

The following table details the CPS/Annual Plan summary of proposed activities for 2014. The table outlines community priority needs, objectives and the performance indicator/measurements that will be used to evaluate the activities. The results of this annual investment table will be reported on in the City's 2013 CAPER (Evaluation Report) in March 2014.

GOAL/ STRATEGY	SPECIFIC OBJECTIVES	SOURCE OF FUNDS	PERFORMANCE INDICATORS	NUMBER PROJECTED	NUMBER ACCOMPLISHED	OUTCOME/ OBJECTIVE
AFFORDABLE DECENT HOUSING						
RENTAL HOUSING						
Goal IV/Strategy 2	2.2 Sustain or improve existing stock	CDBG	# of improved units	1		DH2
OWNER HOUSING						
Goal IV/Strategy 3	3.1 Maximize homeownership opportunities	CDBG	# of new homeowners assisted with affordable loans	16		DH2
SUSTAINABLE DECENT HOUSING						
OWNER HOUSING						
Goal IV/Strategy 1	2.2 Sustain or improve existing stock	CDBG	# of improved units	5		DH3
Goal VI/Strategy 2	2.4 Reduce cost burden by paying for tests that identify lead hazards	CDBG	# of units Lead Based Paint safe	6		DH3
Goal VI/Strategy 2	2.4 Promote lead free housing and reduce health dangers	CDBG	# of households aware of hazards of lead in paint	22		DH3
ACCESSIBILITY TO A SUITABLE LIVING ENVIRONMENT						
PUBLIC FACILITIES						
Goal III/Strategy 1 & 2	1.1 and 2.1 Improve Public facilities in targeted neighborhoods	CDBG	# of new or improved facilities	6		SL1
PRIORITY PUBLIC SERVICES						
Goal V/Strategy 1	1.1 and 2.1 Respond to immediate and basic living needs	CDBG	# with improved self sufficiency	20		SL1
Goal V/Strategy 2	2.1 Meet basic living needs	CDBG	# with improved access to food	400		SL1
Goal V/Strategy 2	2.1 Meet Basic living needs	CDBG	# of disabled with access to recreation program	17		SL1

TABLE 3A
SUMMARY OF SPECIFIC ANNUAL OBJECTIVES – HOME

The following table details the CPS/Annual Plan summary of proposed activities for 2014. The table outlines community priority needs, objectives and the performance indicator/measurements that will be used to evaluate the activities. The results of this annual investment table will be reported on in the City's 2013 CAPER (Evaluation Report) in March 2014.

GOAL/ STRATEGY	SPECIFIC OBJECTIVES	SOURCE OF FUNDS	PERFORMANCE INDICATORS	NUMBER PROJECTED	NUMBER ACCOMPLISHED	OUTCOME/ OBJECTIVE
AFFORDABLE DECENT HOUSING						
Rental Housing						
Goal IV/Strategy 1	1.2 Add to existing stock	HOME	# of new units	3		DH2
Owner Housing						
Goal IV/Strategy 3	3.1 Maximize ownership opportunities	HOME	# of new homeowners assist with affordable loans	38		DH2
SUSTAINABLE DECENT HOUSING						
Rental Housing						
Goal IV/Strategy 2	2.4 Reduce health dangers	HOME	# of units Lead Based Paint safe	3		DH3
Owner Housing						
Goal IV/Strategy 2	2.4 Reduce health dangers	HOME	# of units Lead Based Paint safe	3		DH3
Goal IV/Strategy 2	2.4 Increase education and knowledge	HOME	# of households aware of hazards of lead in paint	41		DH3

U.S. Department of Housing And Urban Development			OMB Approval No. 2506-0117 (Exp. 4/30/2012)			
Table 3B - ANNUAL AFFORDABLE HOUSING COMPLETION GOALS						
Grantee Name:	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
Program Year: 2013			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance	54		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	58		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance	54		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	58		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	58		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	58		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – CDBG
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland
Priority Need:	
Project Title:	CDBG Planning and Administration
Description: CDBG funds are used to plan, administer, and deliver housing and community development programs to ensure compliance with local, state and federal rules, regulations and laws, and provide for the success of programs to benefit low and moderate income people.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Community Wide	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number	Project ID 2014-01
HUD Matrix Code 21A Administration	CDBG Citation Admin 570.206
Type of Recipient Government	CDBG National Objective 570.208(a)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator	Annual Units
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$44,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$44,000

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – CDBG
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland
Priority Need:	Goal IV. Improve Affordable Housing Opportunities; Strategy 3. Maximize Homeownership Opportunities; Objective 3.1.
Project Title:	City of Richland Down Payment Assistance Program
Description: The program provides up to \$9,000 of CDBG funds to assist first time homebuyers in purchasing a home in Richland. CDBG funds can be used as 50% of down payment, as well as principal reduction, closing costs, interest buydowns, etc., and provides activity implementation. The household must pay a minimum of \$1,000 towards the purchase. The property must comply with HQS standards, including a visual paint inspection. Applicants are required to take a Homebuyer Education Class offered by local agencies prior to receiving CDBG funds. All loans are at 0 percent interest and are deferred until sale, transfer, or refinance, or if the home is no longer used as the primary residence. Program income received from prior repaid CDBG loans will be revolved back into the program to be redistributed to other qualified applicants. Project delivery is also estimated in the total allocation for this program.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input checked="" type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Richland City Limits, with priority placed on Census Tracts 102 to 106.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number DH 2.2	Project ID 2014-02
HUD Matrix Code 13-Direct Homeownership Assistance	CDBG Citation 570.201(n)
Type of Recipient Government	CDBG National Objective 570.208(a)(2)(B)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 04-Households	Annual Units 16
Performance Indicator Number of new homeowners with affordable loans	Units Upon Completion

Funding Sources:

CDBG	
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	\$64,000
Assisted Housing	
PHA	
Other Funding	
Revolving Loan Fund	\$45,000
Income	
Total	\$109,000

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – CDBG
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland
Priority Need:	Goal IV. Improve Affordable Housing Opportunities; Strategy 2. Sustain or Improve Existing Housing Stock; Objective 2.1. Rehabilitate housing units.
Project Title:	City of Richland Rehabilitation Program
Description: Provide rehabilitation and activity implementation to owner occupied, and homes owned by or to be made available to non-profit/public housing entities that provide affordable rental units to underserved populations. Rehabilitation may consist of replacement of roofs, plumbing, electrical repairs and improvements, energy efficiency improvements, windows, etc. Rehabs will include necessary actions to reduce and/or eliminate lead-based paint hazards and project development costs. Costs associated with lead-based paint testing and one clearance exam are granted to the household. Luxury items are not eligible for consideration. Interest rates vary from 0 percent to 4 percent, dependent upon the household's gross annual income. Loans at 0 percent interest are deferred until sale, transfer or refinance of the property, or if the home is no longer used as the household's primary residence for owner occupied units, or is no longer used as affordable rental units for special needs populations. Loans at 4 percent interest require monthly payments, and are due in full if the property is sold, transferred, refinanced, or no longer used as the primary residence. Program income received from repaid loans is revolved back into the program to be redistributed to other qualified applicants. Project delivery is also estimated in the total allocation for this program.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input checked="" type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Richland City Limits, with priority placed on Census Tracts 102 to 106 and 108.04 Block Group 4.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number DH 2.2	Project ID 2014-03
HUD Matrix Code 14A Rehab; Single Unit Residential	CDBG Citation LMH 570.202(a)
Type of Recipient Government	CDBG National Objective 570.208(a)(3)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 10-Housing Units	Annual Units 4
Performance Indicator Number units improved and made lead safe	Units Upon Completion

Funding Sources:

CDBG	\$
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	\$75,041
Assisted Housing	
PHA	
Other Funding – Revolving Loan Fund Income	\$45,000
Total	\$120,041

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)

Table 3C – CDBG Consolidated Plan Listing of Projects	
Jurisdiction's Name:	City of Richland
Priority Need:	Goal V. Support Priority Public Services; Strategy 2. Basic Living Needs; Objective 2.1. Disabled Recreation.
Project Title:	The Arc of Tri-Cities/Therapeutic Recreation Partners and Pals Program
Description: The ARC of Tri-Cities will provide developmentally disabled individuals with therapeutic recreational opportunities, and reduce the financial barrier to participate in community events by providing volunteer assistance, and/or scholarship assistance. Activities will occur at Richland School District facilities, Richland Parks and Recreation facilities, and various other community events. Individuals will receive additional volunteer and staffing support to make community activities accessible for the disabled by providing personal care support, cognitive assistance, and behavior support.	
Objective category: <input checked="" type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: 1455 Fowler and within Richland City Limits, Richland, WA 99352	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input checked="" type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number SLE 1.1	Project ID 2014-04
HUD Matrix Code 05B-Handicapped Services	CDBG Citation 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective 570.208(a)(2)(A)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 01-People	Annual Units 17
Performance Indicator 17 Disabled with access to recreational activities	Units Upon Completion

Funding Sources:

CDBG	\$5,100
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$5,100

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)

Table 3C – CDBG Consolidated Plan Listing of Projects	
Jurisdiction's Name:	City of Richland
Priority Need:	Goal III. Improve Public Facilities; Strategy 2. Improve Parks in Targeted Neighborhoods.
Project Title:	City of Richland Barth Park Playground Improvement
Description: CDBG funds of \$60,000 will be used to make toddler specific playground improvements which includes constructing an irregular shaped toddler bike and tricycle asphalt pathway, adding interactive play features and providing landscaping improvements to increase outdoor recreational opportunities for families with young children in this low and moderate income neighborhood park.	
Objective category: <input checked="" type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	
Location/Target Area: Barth Park is located at the intersection of Barth Avenue and Comstock Street. This neighborhood park service area is Census Tract 106 Block Groups 1, 2, and 3 which exceeds HUD's exception criteria of 44.5 percent established for Richland, as 49.9 percent of the population in this area is low and moderate-income.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number SLE 1	Project ID 2014-05
HUD Matrix Code 03F-Parks/Recreation	CDBG Citation LMA 570.201(c)
Type of Recipient Government	CDBG National Objective 570.208(a)(1)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 11-Public Facility	Annual Units 1
Performance Indicator Number of people with improved access	Units Upon Completion

Funding Sources:

CDBG	\$60,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$60,000

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – CDBG
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland
Priority Need:	Goal V. Support Priority Public Services; Strategy 1. Respond to Immediate Needs; Objective 1.1. Crisis Intervention and Stabilization.
Project Title:	Elijah Family Homes, Transition to Success Program
Description: CDBG funds will be used to assist in providing case management to recovering drug/alcohol abusers. Case management will include teaching basic life and parenting skills, offer family support, individual counseling and children's programs, increase self-sufficiency and refer to community training and job connections to increase economic sustainability of the household. Assistance may be provided at EFH offices, at the client's home, or at other local locations depending on the service provided.	
Objective category: <input checked="" type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	
Location/Target Area: Main Office 660 George Washington Way, Suite G, and Within Richland City Limits	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number SLE 1.1	Project ID 2014-06
HUD Matrix Code 05-Other Public Service	CDBG Citation LMC 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective 570.208(a)(2)(B)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 01-People	Annual Units 20
Performance Indicator Number of people prevented from becoming homeless	Units Upon Completion

Funding Sources:

CDBG	\$14,040
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding -	
Donations, other local grants	\$38,827
Total	\$52,867

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)

Table 3C – CDBG Consolidated Plan Listing of Projects	
Jurisdiction's Name:	City of Richland
Priority Need:	Goal V. Support Priority Public Services; Strategy 2. Support Basic Living Needs; Objective 2.1. Senior Supportive Services.
Project Title:	Senior Life Resources Meals on Wheels Program
Description: CDBG funds will be used to provide meals to seniors at the Richland Community Center, or if they are homebound, the meals are delivered to their home by volunteers. The Meals on Wheels Program helps to decrease social isolation of seniors by daily contact with volunteer drivers, and provides a greater variety of food to ensure a balanced diet.	
Objective category: <input checked="" type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Richland City Limits	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number SLE 1.1	Project ID 2014-07
HUD Matrix Code 05-Public Service	CDBG Citation LMC 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective 570.208(a)(2)(A)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 01-People	Annual Units 400
Performance Indicator Number of people with improved access to food	Units Upon Completion

Funding Sources:

CDBG	\$7,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
ALTC, United Way, Donations, Volunteer Labor	\$1,629,122
Total	\$1,636,122

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)

Table 3C – CDBG Consolidated Plan Listing of Projects	
Jurisdiction's Name:	City of Richland
Priority Need:	Goal III. Improve Public Facilities; Strategy 1. Improve Facilities that serve lower income neighborhoods.
Project Title:	City of Richland Public Works, ADA Sidewalk Ramps
Description: Some existing older neighborhoods in Richland are lacking curb/sidewalk ramps, or the existing ramps have deteriorated and are unsafe. This limits the mobility of disabled persons to enjoy local parks, shopping, or cross intersections in a safe manner. CDBG funds will be used to remove architectural barriers and install ADA compliant wheelchair access ramps in sidewalks located in older central Richland neighborhoods that currently do not have curb cuts and access ramps, or to existing non-functional ramps that cause a barrier to accessibility.	
Objective category: <input checked="" type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Census Tracts 102 to 106, with priority in those neighborhoods that currently do not have existing ADA accessible sidewalk ramps.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input checked="" type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number SLE 1.1	Project ID 2014-08
HUD Matrix Code 03L-Sidewalks	CDBG Citation 570.201(c)
Type of Recipient Government	CDBG National Objective 570.208(a)(2)(D)(ii)(A)
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 11-Public Facility	Annual Units 5
Performance Indicator Number of people with improved access	Units Upon Completion

Funding Sources:

CDBG	\$16,210
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted	
Housing	
PHA	
Other Funding	
Total	\$16,210

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)

Table 3C – HOME Consolidated Plan Listing of Projects	
Jurisdiction's Name:	City of Richland, Lead Entity for Consortium
Priority Need:	
Project Title:	Tri-Cities HOME Consortium Administration
Description: HOME Administration funds will be used by the City of Richland, lead entity for the Tri-Cities HOME Consortium, to conduct program management, coordination, monitoring, and evaluation of activities to provide affordable housing opportunities for low and moderate income people. Ten percent of program income received from repaid loans is available for all 3 cities to use for HOME administration activities. The remaining 90 percent is revolved into the specific individual city program to be used by other qualified applicants.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Community Wide	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number	Project ID 2014-10
HUD Matrix Code 21A Administrations	CDBG Citation
Type of Recipient Government	CDBG National Objective
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator	Annual Units
Performance Indicator	Units Upon Completion

Funding Sources:

CDBG	
ESG	
HOME	\$45,000
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Program Income	\$10,000
Total	\$55,000

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – HOME
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland, Lead Entity for Consortium
Priority Need:	Goal IV. Improve Affordable Housing Opportunities.
Project Title:	CHDO Richland 2014
Description: The City of Richland will distribute a minimum of 15 percent of the total 2014 HOME award to a qualified Community Housing Development Organization (CHDO) to develop affordable housing for low and moderate income people. A specific activity has not been identified at this time, but the City of Richland will be accepting applications from local CHDOs in 2014 to provide affordable housing, based upon community needs in the 2010-2014 Consolidated Plan. In the past, the HOME funds have been used to purchase land for the development of first time homebuyer opportunities, and this type of project is likely to continue in 2014.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input checked="" type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Richland city limits, with priority placed on Census Tracts 102 to 106 and 108.04, Block Group 4.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number DH 2	Project ID 2014-11
HUD Matrix Code 01 Acquisition	CDBG Citation
Type of Recipient CHDO	CDBG National Objective
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 10-Housing Units	Annual Units 1
Performance Indicator Number of new affordable units	Units Upon Completion

Funding Sources:

CDBG	
ESG	
HOME	\$67,500
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$90,000
Program Income	
Total	\$157,500

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – HOME
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland, Lead Entity for Consortium
Priority Need:	Goal IV. Improve Affordable Housing Opportunities; Strategy 3. Maximize homeownership opportunities; Objective 3.1. Homebuyer Assistance.
Project Title:	Richland First Time Homebuyer Gap Assistance Program
Description: The City of Richland will use HOME funds to assist first time homebuyers in purchasing an existing good quality home in Richland. Funds may be provided for acquisition only. An on-site inspection to assure housing quality standards will be provided by city staff, and an independent housing condition survey by a professional inspection agency if so desired by the applicant, will be provided prior to the commitment of HOME dollars for the activity. Applicants must complete first time homebuyer training and have at least 1 percent of the purchase price of the property to contribute towards their down payment and closing costs, or a minimum of \$1,000. The maximum Infill loan is \$9,000, with interest accrual at 1% per year, deferred until the first mortgage is paid in full. To ensure affordability, this program adheres to recapture requirements as set forth in 24 CFR 92.254(a)(5). Project delivery is also estimated in the total allocation for this program.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input checked="" type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Richland city limits, with priority placed on Census Tracts 102 to 106 and 108.04, Block Group 4.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number DH 2	Project ID 2014-10
HUD Matrix Code 13 Direct Homeownership Assistance	CDBG Citation
Type of Recipient Government	CDBG National Objective
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 04-Households	Annual Units 6
Performance Indicator	Units Upon Completion

Funding Sources:

CDBG	
ESG	
HOME	\$54,152
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$54,152

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – HOME
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland, Lead Entity for Consortium
Priority Need:	Goal IV. Improve Affordable Housing Opportunities; Strategy 3. Maximize homeownership opportunities; Objective 3.1 Homebuyer Assistance
Project Title:	Kennewick First Time Homebuyer Program
Description: The City of Kennewick will continue implementation and loans to 20 first time homebuyers. The program provides gap funds up to a maximum of \$9,000 for down payment, prepay, interest buydown subsidies, and other related closing costs. There is no interest charged on the loans, but the buyer must contribute at least \$1,000 toward the purchase. The property must comply with Housing Quality Standards including a visual paint inspection. Funds are repayable if the home is sold, refinanced, or the buyer moves out. Program income received from the repayment of loans will be used to assist other qualified homebuyers. The program adheres to recapture requirements during the period of affordability. Project delivery is also estimated in the total allocation for this program.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input checked="" type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Kennewick city limits	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number DH 2	Project ID 2014-13
HUD Matrix Code 13 Direct Homeownership Assistance	CDBG Citation
Type of Recipient Government	CDBG National Objective
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 04-Households	Annual Units 20
Performance Indicator	Units Upon Completion

Funding Sources:

CDBG	
ESG	
HOME	\$133,856
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$133,856

U.S. Department of Housing
and Urban DevelopmentOMB Approval No. 2506-0117
(Exp. 4/30/2012)**Table 3C – HOME
Consolidated Plan Listing of Projects**

Jurisdiction's Name:	City of Richland, Lead Entity for Consortium
Priority Need:	Goal IV. Improve Affordable Housing Opportunities; Strategy 3. Maximize homeownership opportunities; Objective 3.1. Homebuyer Assistance.
Project Title:	Pasco Homebuyer Program
Description: The City of Pasco will provide Down Payment Assistance loans up to \$9,000. The homebuyer must contribute a minimum of \$1,000 towards the purchase of a home in Pasco. Local lenders will provide a first mortgage on the property, with the City of Pasco loan as a silent second loan. An initial inspection to assure the home meets Housing Quality Standards will be conducted to assure the home does not contain any deteriorated paint which could be a lead-based paint hazard. Applicants must attend an approved pre-purchase homebuyer class offered through local agencies or web-based. The HOME loan will be offered at zero percent interest and will be deferred until sale, transfer, or if the property is no longer used as the primary residence. The property and HOME funds will be secured by a written agreement, a Deed of Trust and a Promissory Note. The program adheres to recapture requirements during the period of affordability. Project delivery is also estimated in the total allocation for this program.	
Objective category: <input type="checkbox"/> Suitable Living Environment <input checked="" type="checkbox"/> Decent Housing <input type="checkbox"/> Economic Opportunity	
Outcome category: <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
Location/Target Area: Within Pasco city limits, with priority placed on Census Tracts 201, 202, 203 and 204.	
The primary purpose of the project is to help: <input type="checkbox"/> the Homeless <input type="checkbox"/> Persons with HIV/AIDS <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Public Housing Needs	

Objective Number DH 2	Project ID 2014-14
HUD Matrix Code 13 Direct Homeownership Assistance	CDBG Citation
Type of Recipient Government	CDBG National Objective
Start Date 01/01/2014	Completion Date 12/31/2014
Performance Indicator 04-Households	Annual Units 12
Performance Indicator Number of homebuyers with affordable loans	Units Upon Completion

Funding Sources:

CDBG	
ESG	
HOME	\$139,990
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$139,990

City Of Richland Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will:
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice

of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.
8. Place of Performance:
Richland City Hall, 505 Swift Blvd., Richland, Benton County, WA 99352
Richland Planning and Redevelopment, 840 Northgate, Richland, Benton County, WA 99352

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. The jurisdiction is in compliance with restrictions on lobbying

required by 24 CFR Part 87, together with disclosure forms, if required by that part.

Authority of Jurisdiction -- It possesses legal authority under State and local law to make grant submissions and to execute community development and housing programs and the jurisdiction's governing body has duly adopted or passed as an official act a resolution, motion or similar action authorizing the person identified as the official representative of the grantee to submit the housing and community development plan and amendments thereto and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the housing and community development plan and to provide such additional information as may be required.

Consistency with plan -- The housing activities to be undertaken with CDBG and HOME funds are consistent with the Consolidated Plan.

Section 3 -- The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Applicable Laws -- The jurisdiction will comply with the other provisions of the Acts covering programs covered by the Housing and Community Development Plan and with other applicable laws.

Signature/Authorized Official

Cynthia D. Johnson

Date

City Manager, City of Richland
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation Plan – Prior to submission of its Housing and Community Development Plan to HUD, the jurisdiction is following a detailed citizen participation plan that satisfies the requirement of 24 CFR 91.105 and is in full compliance;

Community Development Plan – The jurisdiction's Housing and Community Development Plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program, as described in 24 CFR 570.2/1/, and requirements of this part and 24 CFR part 570;

Following a Plan – The jurisdiction is following a current Consolidated Plan that has been approved by HUD;

Use of Funds – It has complied with the following criteria:

1. The Action Plan for use of CDBG funds has been developed so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight; (the projected use of funds may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. The aggregate use of CDBG funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, and if applicable, under Section 108 of the same Act, during program year 2014, shall principally benefit persons of low and moderate income in a manner that ensures that not less than 70 percent of such funds are used for activities that benefit such persons during such period; and
3. The jurisdiction will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the Housing and Community Development Act of 1974, as amended, or with amounts resulting from a grantee under Section 108 of the same Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
 - a. Funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title 1 of that Act; or
 - b. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under Section 106 of the Housing and Community Development Act of 1974, as

amended, to comply with the requirements of subparagraph (1) above;

Lead-Based Paint – Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 570.608;

Excessive Force – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations;
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination Laws – The grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42USC 2000d), the Fair Housing Act (42USC 3601-3619) and implementing regulations; and

Compliance with Laws – The jurisdiction will comply with applicable laws.

Signature/Authorized Official

Cynthia D. Johnson

Date

City Manager, City of Richland
Title

Appendix to Certifications

Instructions Concerning Lobbying And Drug-Free Workplace Requirements:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, of the U.S.Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

The certification with regard to the drug-free workplace is required by 24 CFR part 24, Subpart F.

By signing and/or submitting this application or grant agreement, the grantee is providing the certification.

The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations.)

If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).

Place of performance shall include 505 Swift Blvd. and 840 Northgate, City of Richland, County of Benton, State of Washington, 99352.

Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

“Controlled substance” means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

“Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

“Employee” means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All “direct charge” employees; (ii) all “indirect charge” employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the grantee’s payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee’s payroll; or employees of sub-recipients or subcontractors in covered workplaces).

Signature/Authorized Official

Cynthia D. Johnson

Date

City Manager, City of Richland
Title

Tri-Cities Home Consortium Specific Home Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance – If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs – It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in 92.214.

Appropriate Financial Assistance – Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Signature/Authorized Official

Cynthia D. Johnson

Date

City Manager, City of Richland
Title

Appendix A

Application for Federal Assistance CDBG SF-424

Application for Federal Assistance SF-424/CDBG**Version 02**

*1. Type of Submission:

☐ Preapplication☒ Application☐ Changed/Corrected Application

*2. Type of Application

☐ New☒ Continuation☐ Revision

* If Revision, select appropriate letter(s)

*Other (Specify)

3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

City of Richland, UOG 531314

*5b. Federal Award Identifier:

B-13-MC-53-0002

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Richland, Washington

*b. Employer/Taxpayer Identification Number (EIN/TIN):

91-6015119

*c. Organizational DUNS:

071850283

d. Address:*Street 1: 505 Swift Blvd., P.O. Box 190, MS 19

Street 2: _____

*City: RichlandCounty: Benton*State: WA

Province: _____

*Country: USA*Zip / Postal Code 99352**e. Organizational Unit:**

Department Name:

Community and Development Services

Division Name:

Planning and Redevelopment

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____

*First Name: MichelleMiddle Name: L.*Last Name: Burden

Suffix: _____

Title: CDBG/HOME Administrator

Organizational Affiliation:

Planning and Redevelopment

*Telephone Number: (509) 942-7580

Fax Number: (509) 942-7764

*Email: mburden@ci.richland.wa.us

Application for Federal Assistance SF-424/CDBG

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218 _____

CFDA Title:

Community Development Block Grant/Entitlement Grant

***12 Funding Opportunity Number:**

N/A

*Title:

13. Competition Identification Number:

N/A

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Richland, Benton County, Washington State

***15. Descriptive Title of Applicant's Project:**

City of Richland 2014 Community Development Block Grant Program

16. Congressional Districts Of:

*a. Applicant: WA04

*b. Program/Project: WA04

17. Proposed Project:

*a. Start Date: 01/01/2014

*b. End Date: 12/31/2014

18. Estimated Funding (\$):

*a. Federal	\$220,000
*b. Applicant	
*c. State	
*d. Local	
*e. Other	
*f. Program Income	\$90,000
*g. TOTAL	\$310,000

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

☐ Yes ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: Ms. *First Name: Cynthia

Middle Name: D.

*Last Name: Johnson

Suffix: _____

*Title: City Manager, City of Richland

*Telephone Number: (509) 942-7381

Fax Number: (509) 942-7379

* Email: cjohnson@ci.richland.wa.us

*Signature of Authorized Representative:

*Date Signed:

Authorized for Local Reproduction
Standard Form 424 (Revised 10/2005)

Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424/CDBG

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

Appendix B

Application for Federal Assistance HOME SF-424

Application for Federal Assistance SF-424/HOME**Version 02**

*1. Type of Submission:

☐ Preapplication☒ Application☐ Changed/Corrected Application

*2. Type of Application

☐ New☒ Continuation☐ Revision

* If Revision, select appropriate letter(s)

*Other (Specify)

3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

City of Richland, UOG 531314

*5b. Federal Award Identifier:

M-13-DC-53-0202

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Richland, Washington

*b. Employer/Taxpayer Identification Number (EIN/TIN):

91-6015119

*c. Organizational DUNS:

071850283

d. Address:*Street 1: 505 Swift Blvd., P.O. Box 190, MS 19

Street 2: _____

*City: RichlandCounty: Benton*State: WA

Province: _____

*Country: USA*Zip / Postal Code 99352**e. Organizational Unit:**

Department Name:

Community and Development Services

Division Name:

Planning and Redevelopment

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____

*First Name: MichelleMiddle Name: L.*Last Name: Burden

Suffix: _____

Title: CDBG/HOME Administrator

Organizational Affiliation:

Planning and Redevelopment

*Telephone Number: (509) 942-7580

Fax Number: (509) 942-7764

*Email: mburden@ci.richland.wa.us

Application for Federal Assistance SF-424/HOME

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239 _____

CFDA Title:

HOME Investment Partnership Program _____

***12 Funding Opportunity Number:**

N/A _____

*Title:

13. Competition Identification Number:

N/A _____

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Richland, Benton County, Washington State

***15. Descriptive Title of Applicant's Project:**

City of Richland, Lead Entity for Tri-Cities HOME Consortium, 2014 Home Program

Application for Federal Assistance SF-424/HOME

Version 02

16. Congressional Districts Of:

*a. Applicant: WA04

*b. Program/Project: WA04

17. Proposed Project:

*a. Start Date: 01/01/2014

*b. End Date: 12/31/2014

18. Estimated Funding (\$):

*a. Federal	\$450,000
*b. Applicant	
*c. State	
*d. Local	
*e. Other (ADDI)	
*f. Program Income	\$100,000
*g. TOTAL	\$550,000

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

☐ Yes ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: <u>Ms.</u>	*First Name: <u>Cynthia</u>
Middle Name: <u>D.</u>	
*Last Name: <u>Johnson</u>	
Suffix: _____	

*Title: City Manager, City of Richland

*Telephone Number: (509) 942-7381

Fax Number: (509) 942-7379

* Email: cjohnson@ci.richland.wa.us

*Signature of Authorized Representative:

*Date Signed:

Authorized for Local Reproduction
Standard Form 424 (Revised 10/2005)

Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry:	Item	Entry:
1.	Type of Submission: (Required): Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New – An application that is being submitted to an agency for the first time. • Continuation – An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision – Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. <ul style="list-style-type: none"> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or applicant's control number, if applicable.	13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the Federal Agency, if any.	14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.	15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
6.	Date Received by State: Leave this field blank. This date will be assigned by the State, if applicable.	16.	Congressional Districts Of: (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5 th district, CA-012 for California 12 th district, NC-103 for North Carolina's 103 rd district. <ul style="list-style-type: none"> • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all. • If the program/project is outside the US, enter 00-000.
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
8.	Applicant Information: Enter the following in accordance with agency instructions: <ul style="list-style-type: none"> a. Legal Name: (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website. b. Employer/Taxpayer Number (EIN/TIN): (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444. c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website. d. Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US). e. Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the 	18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
		19.	Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the

	assistance activity, if applicable.		State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State																								
	f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.	20.	Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. If yes, include an explanation on the continuation sheet.																								
9.	Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.	21.	Authorized Representative: (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant. A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)																								
	<table border="0"> <tr> <td>A. State Government</td><td>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</td></tr> <tr> <td>B. County Government</td><td>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</td></tr> <tr> <td>C. City or Township Government</td><td>O. Private Institution of Higher Education</td></tr> <tr> <td>D. Special District Government</td><td>P. Individual</td></tr> <tr> <td>E. Regional Organization</td><td>Q. For-Profit Organization (Other than Small Business)</td></tr> <tr> <td>F. U.S. Territory or Possession</td><td>R. Small Business</td></tr> <tr> <td>G. Independent School District</td><td>S. Hispanic-serving Institution</td></tr> <tr> <td>H. Public/State Controlled Institution of Higher Education</td><td>T. Historically Black Colleges and Universities (HBCUs)</td></tr> <tr> <td>I. Indian/Native American Tribal Government (Federally Recognized)</td><td>U. Tribally Controlled Colleges and Universities (TCCUs)</td></tr> <tr> <td>J. Indian/Native American Tribal Government (Other than Federally Recognized)</td><td>V. Alaska Native and Native Hawaiian Serving Institutions</td></tr> <tr> <td>K. Indian/Native American Tribally Designated Organization</td><td>W. Non-domestic (non-US) Entity</td></tr> <tr> <td>L. Public/Indian Housing Authority</td><td>X. Other (specify)</td></tr> </table>	A. State Government	M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)	B. County Government	N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)	C. City or Township Government	O. Private Institution of Higher Education	D. Special District Government	P. Individual	E. Regional Organization	Q. For-Profit Organization (Other than Small Business)	F. U.S. Territory or Possession	R. Small Business	G. Independent School District	S. Hispanic-serving Institution	H. Public/State Controlled Institution of Higher Education	T. Historically Black Colleges and Universities (HBCUs)	I. Indian/Native American Tribal Government (Federally Recognized)	U. Tribally Controlled Colleges and Universities (TCCUs)	J. Indian/Native American Tribal Government (Other than Federally Recognized)	V. Alaska Native and Native Hawaiian Serving Institutions	K. Indian/Native American Tribally Designated Organization	W. Non-domestic (non-US) Entity	L. Public/Indian Housing Authority	X. Other (specify)		
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K. Indian/Native American Tribally Designated Organization	W. Non-domestic (non-US) Entity																										
L. Public/Indian Housing Authority	X. Other (specify)																										

2014 CDBG Recommendations

Score	Applicant	Amount Requested	Amount Recommended 8/13/13
*Elijah Family Homes			
60	Transition to Success Program	\$ 14,040	\$14,040
City of Richland, Parks and Rec			
60	Barth Park Improvements	\$ 60,000	\$60,000
City of Richland, Housing			
60	Affordable Housing Programs	\$ 73,650	\$73,650
*Senior Life Resources			
49	Meals on Wheels Program	\$ 7,000	\$7,000
*The ARC of Tri-Cities			
42	Partners N Pals Program	\$ 5,100	\$5,100
City of Richland, Public Works			
39	ADA Sidewalk Ramps	\$ 50,000	\$16,210
	TOTAL	\$209,790	\$176,000

* Denotes Public Service Projects

\$176,000 Amount Available Projects

Total Recommended
remaining for distribution

Remaining

\$176,000
\$0



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C1

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: APPROVE COUNCIL MEETING MINUTES

Department: Assistant City Manager

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

Approve the minutes of the Council meeting held October 1, 2013.

Summary:

None.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

1) Draft 10/01/13 Council Meeting Minutes

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:02:24 GMT-0700 2013



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Richland City Hall ~ 505 Swift Boulevard

Tuesday, October 1, 2013

Pre-Meeting:

Mayor Fox called the Council to order at 7:00 p.m. in the City Manager's Conference Room, Annex Building.

Mayor Fox, Mayor Pro Tem Rose, Council Members Anderson, Christensen, Kent, Lemley, and Thompson were present.

Also present were City Manager Johnson, Deputy City Manager King, City Attorney Kintzley, Administrative Services Director Koch, Communications and Marketing Manager Herron and City Clerk Hopkins.

1. 2014 Preliminary Budget Distribution and Discussion (10 minutes)
 - Cathleen Koch, Administrative Services Director

Ms. Johnson gave a 2014 budget overview and said it will be discussed in full at the October 15 and 22 Council meetings.

Mr. King gave an overview of the Richland School District's plan to build a new school building on the current Sacajawea's school property and operate the old and new Sacajawea schools while Marcus Whitman is being torn down and rebuilt. When the students can be moved into the new Marcus Whitman building, then the old Sacajawea school will be torn down.

Mr. King also noted the new Yokes grocery store will open on October 2 on Keene Road.

Ms. Kintzley discussed the executive session that will be added to the agenda.

Council and staff briefly reviewed the proposed agenda scheduled for the regular meeting.

Regular Meeting:

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

Welcome and Roll Call:

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

Mayor Fox, Mayor Pro Tem Rose, Council Members Anderson, Christensen, Kent, Lemley, and Thompson were present.

Also present were City Manager Johnson, Deputy City Manager King, City Attorney Kintzley, Administrative Services Director Koch, Transportation and Development Manager Peters, Fire and Emergency Services Director Baynes, Police Services Director Skinner, Parks and Recreation Director Schiessl, and City Clerk Hopkins.

Pledge of Allegiance:

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

Approval of Agenda:

MAYOR PRO TEM ROSE MOVED AND COUNCIL MEMBER CHRISTENSEN SECONDED A MOTION TO AMEND THE AGENDA BY ADDING AN EXECUTIVE SESSION PER RCW 42.30.110 (1) (ii) TO DISCUSS CURRENT OR POTENTIAL LITIGATION WITH LEGAL COUNSEL FOR 20 MINUTES. THE MOTION CARRIED 7-0.

COUNCIL MEMBER KENT MOVED AND MAYOR PRO TEM ROSE SECONDED THE MOTION TO APPROVE THE AGENDA AS AMENDED. THE MOTION CARRIED 7-0.

Presentations:

1. Increasing the Special Lodging Assessment Within the Richland Tourism Promotion Area by Kris Watkins, Tri-Cities Visitor and Convention Bureau President and CEO

Ms. Watkins introduced Kathy Moore, General Manager of the Courtyard by Marriott and Richland's representative for the Tourism Promotion Area. Ms. Moore spoke on the proposed increase to the special lodging assessment tax and detailed how it will be used to further promotion tourism. She said the Tri-City Hotel Motel Commissioners and area hotels support the increase and do not feel customers would be impacted by the increase.

2. 2014 Tourism Promotion Area (TPA) Budget and Marketing Plan by Kris Watkins, Tri- Cities Visitor and Convention Bureau President and CEO

Ms. Watkins reviewed the 2014 Budget and Marketing Plan and highlighted the accomplishments of the TPA and the 2014 goals for the Tri-Cities Visitor and Convention Bureau to promote tourism and activities on behalf of the entire region.

Richland Report:

Council Member Christensen attended the Wine Science Center ground breaking ceremony at the Washington State University at Tri-Cities campus and gave the details of the event.

Council Member Thompson met with Governor Inslee to discuss the Hanford related issues, the Department of Energy's (DOE) federal budget cuts, the clean-up milestones that have been breached by DOE and the potential litigation by Washington State that may result.

Mayor Fox said he and City of Kennewick Mayor Pro Tem Briton spoke at the Building Owners and Managers Association meeting on economic development activities in the area. He said he attended the ground breaking ceremony for the Wine Science Center as well.

Public Hearing:

City Clerk Hopkins read the Public Hearing and Comments procedures.

1. Proposed Surplus and Disposal of Excess Equipment
 - John Noble, Administrative Services Purchasing/Warehouse/Fleet Manager

Mr. Noble gave details regarding the surplus and disposal of excess equipment valued at \$1,000 and over and described how the items are priced.

Mayor Fox opened the public hearing at 7:55 p.m.

No public hearing comments were made.

Mayor Fox closed the public hearing at 7:56 p.m.

Comments:

Ms. Kintzley said people who want their comments to be in the official record concerning the Sacajawea school building plans need to attend the October 23, 2013, Planning Commission's public hearing on the topic at 7:00 p.m. at City Hall's Council Chamber. Comments made at that public hearing will become the official record. The comments made at the Council meeting tonight are not the official comments.

1. Public Comments

Michael Rung, 2053 George Washington Way, Richland, WA, objects to the location of the new Sacajawea school on the school property. He said the new school location will be adjacent to his backyard property line and he believes it will negative impact his lifestyle.

Carl VanHoff, 2129 Crestview Road, Richland, WA, said he wanted to build a stand-alone building on his property. He wanted to compliment the building department for the excellent customer service he received and appreciated the knowledgeable staff and fast service.

John Cox, 526 Fuller Street, Richland, WA, urged Council not to approve the variance for the new Sacajawea school.

Mary Peters, 508 Fuller Street, Richland, WA, said she was concerned that when the old and new Sacajawea schools are open at the same time, the increased traffic will negatively impact the neighborhood.

Frank Bailey, 2143 Rainier Street, Richland, WA, said he agrees with the two previous speakers and is concerned with the increased traffic during the operation of two schools on the same site.

Steve Stoneking, 511 Catskill Street, Richland, WA, said he believes the Richland School District's plan of building a new school before tearing down the old school is a good idea. He does not believe a possible additional light on George Washington Way will slow down traffic significantly and said the grass area of the school is meant to be used as a park for the school during school hours and is not for the benefit of private property owners.

Kathy Rosinsky, 502 Fuller Street, Richland, WA, said she is concerned about the traffic congestion and secure mail service in the neighborhood when two school are operating at the same time.

Michael Carol said the Richland School Board suggested that the concerned citizens attend the Council meeting.

Mayor Fox reminded the speakers that they must attend the public hearing at the Planning Commission meeting on October 23 for their comments to become part of the official records.

2. Reports of Board and Commission Representatives:
No reports.

3. Reports of Visiting Officials:
No reports.

Consent Calendar:

City Clerk Hopkins read the Consent items.

Minutes - Approval:

1. Joint Council/Planning Commission Special Workshop Held September 9;
Council Meeting Held September 17; Council Workshop Held September 24,
2013
- Heather Kintzley, City Attorney

Ordinances - First Reading:

2. Ordinance No. 29-13, Amendment to RMC Title 5: Licensing and Taxation,

Increase the Per Night Special Lodging Assessment Rate from \$1.50 to \$2.00
- Cindy Johnson, City Manager

3. Ordinance No. 30-13, Amendment to RMC Titles 17: Sewer and 18: Water, Establishing Rules for Billing Adjustments
- Pete Rogalsky, Public Works Director

Resolutions - Adoption:

4. Resolution No. 58-13, Ex-Officio Appointments to the Wine Science Center Development Authority Board: Keith Moo-Young and Lori Selby
- Heather Kintzley, City Attorney
5. Resolution No. 60-13, Acceptance of a \$7,000 Donation from the Columbia Center Rotary for Goethals Park
- Phil Pinard, Planning and Capital Projects Manager
6. Resolution No. 61-13, Sale of Surplus Equipment
- Cathleen Koch, Administrative Services Director

Items for Approval:

7. Amend the Tri-City Regional Tourism Promotion Area Interlocal Cooperation Agreement to Increase the Special Lodging Assessment Rate
- Cindy Johnson, City Manager
8. 2014 Tourism Promotion Area Budget and Marketing Plan
- Cindy Johnson, City Manager
9. Amendment to Agreement with Berger ABAM for Duportail Bridge Project
- Pete Rogalsky, Public Works Director

Expenditures - Approval:

10. September 9, 2013 – September 20, 2013, for \$6,603,144.72, including Check Nos. 205263-205709, Wire Nos. 5452-5459, Payroll Check Nos. 99075-99087, and Payroll Wire/ACH Nos. 8185-8210
- Cathleen Koch, Administrative Services Director

COUNCIL MEMBER KENT ROSE MOVED AND MAYOR PRO TEM ROSE SECONDED THE MOTION TO APPROVE THE CONSENT CALENDAR AS PUBLISHED. THE MOTION CARRIED 7-0.

Reports and Comments:

1. City Manager Johnson announced the retirement of Gordon Beecher, Human Resources Manager, gave details of his career with the City and thanked him for his service. Ms. Johnson also said she will be presenting the 2014 budget at the October 15, 2013, Council meeting.

2. Council Members:

Council Member Christensen attended a WCIA training by Attorney Ken Harper on the pros and cons of having a hearing examiner. He requested a Council workshop be scheduled on that subject.

Council Member Lemley said he a member of the Board of Directors for the Association of Washington Cities (AWC) and announced there will be a regional meeting of AWC on October 10, 2013, at 6:00 p.m. at the Red Lion Hotel in Richland.

3. Mayor Fox said he recently attended the TRIDEC meeting where they discussed the Infinia Corporation that moved to the Salt Lake City area and now has declared bankruptcy. He also noted that President Armijo of Mission Support Alliance discussed funding challenges for capital facilities for Washington State University campuses.

Executive Session:

1. Executive Session Per RCW 42.30.110 (1) (ii) To Discuss Current Or Potential Litigation With Legal Counsel For 20 Minutes.

MAYOR PRO TEM ROSE MOVED AND COUNCIL MEMBER KENT SECONDED THE MOTION TO MOVE INTO EXECUTIVE SESSION PER RCW 42.30.110 (1) (ii) TO DISCUSS CURRENT OR POTENTIAL LITIGATION WITH LEGAL COUNSEL, AT 8:27 P.M. FOR 20 MINUTES, IN THE CITY MANAGER'S CONFERENCE ROOM LOCATED IN THE ANNEX BUILDING.

COUNCIL MEMBER CHRISTENSEN MOVED AND COUNCIL MEMBER THOMPSON SECONDED THE MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 8:47 P.M. THE MOTION CARRIED 7-0.

Adjournment:

Mayor Fox adjourned the meeting at 8:48 p.m.

Respectfully Submitted,

Marcia Hopkins
City Clerk

FORM APPROVED:

John Fox
Mayor

DATE APPROVED:



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C2

Key Element: Key 3 - Economic Vitality

Subject: ORDINANCE NO. 31-13, CORRECTING ZONING DESIGNATION FOR 915 JERICO COURT

Department: Community and Development Services

Ordinance/Resolution: 31-13

Reference:

Document Type: Ordinance

Recommended Motion:

Give first reading, by title only, for Ordinance No. 31-13, correcting the zoning designation for property located at 915 Jericho Court.

Summary:

In August of 2012, Council approved the annexation of approximately 51 acres of land located generally along Queensgate Drive and which included properties on Jericho Court. One of these parcels was given a split zoning designation. Denise Reddinger, the owner of the parcel at 915 Jericho Court requested Agricultural zoning on the south half of her property and General Commercial zoning on the north half of her property. A copy of correspondence that she filed with the City at the time of the annexation is attached. However, in drafting the ordinance that annexed the area and assigned zoning to the annexing properties, staff had reversed this request and provided a zoning designation of agricultural zoning on the north half and commercial zoning on the south half of the parcel. Staff has just recently been made aware of this error and has drafted the attached ordinance which would correct this situation and provide the zoning that the owner had originally requested.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

- 1) Draft Ord No. 31-13
- 2) Map
- 3) Reddinger Letter

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:01:01 GMT-0700 2013

WHEN RECORDED RETURN TO:

Richland City Clerk
P.O. Box 190 MS-05
Richland, WA 99352

PID# 1-2298-202-0003-005

ORDINANCE NO. 31-13

AN ORDINANCE of the City of Richland, amending the zoning map to correct certain errors in the zoning of property on Jericho Court that were reflected in Ordinance No. 24-12 that annexed 51 acres of land into the City.

WHEREAS, the City passed Ordinance No. 24-12 on August 21, 2012 and thereby annexed approximately 51 acres of unincorporated territory located generally along Queensgate Drive; and

WHEREAS, Ordinance No. 24-12 assigned zoning to the properties included in said annexation and applied a split zoning designation on a particular parcel of property located at 915 Jericho Court, designating the north half of the property as AG – Agricultural zoning and the south half as C-3 General Commercial zoning; and

WHEREAS, the property owner originally requested that the zoning at 915 Jericho Court be designated as C-3 General Commercial zoning for the north half of the parcel and AG-Agricultural zoning for the south half of the parcel and the City intended to provide zoning on this parcel consistent with the property owner's request; and

WHEREAS, City staff has been made aware of this error.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1.01 It is hereby found, as an exercise of the City's police power, that the best zoning for the property located at 915 Jericho Court when consideration is given to the interest of the general public, shall be as follows:

The north ½ of Lot 5, Block 3 of the Badger Heights Subdivision shall be designated as part of the C-3 – General Commercial district;

The south ½ of Lot 5, Block 3 of the Badger Heights Subdivision shall be designated as part of the AG – Agricultural zoning district.

Section 1.02 Title 23 of the City of Richland Municipal Code and the Official Zoning Map of the City as adopted by Section 23.08.040 of said title, hereby amends Sectional Map No. 47 which is one of a series of maps constituting said Official Zoning Map, bearing the number and date of passage of this ordinance and by this reference made a part of this ordinance and of the Official Zoning Map of the City.

Section 1.03 This ordinance shall be effective immediately following the day after its publication in the official newspaper of the City.

PASSED by the City Council of the City of Richland on this ____ day of _____, 2013.

JOHN FOX
Mayor

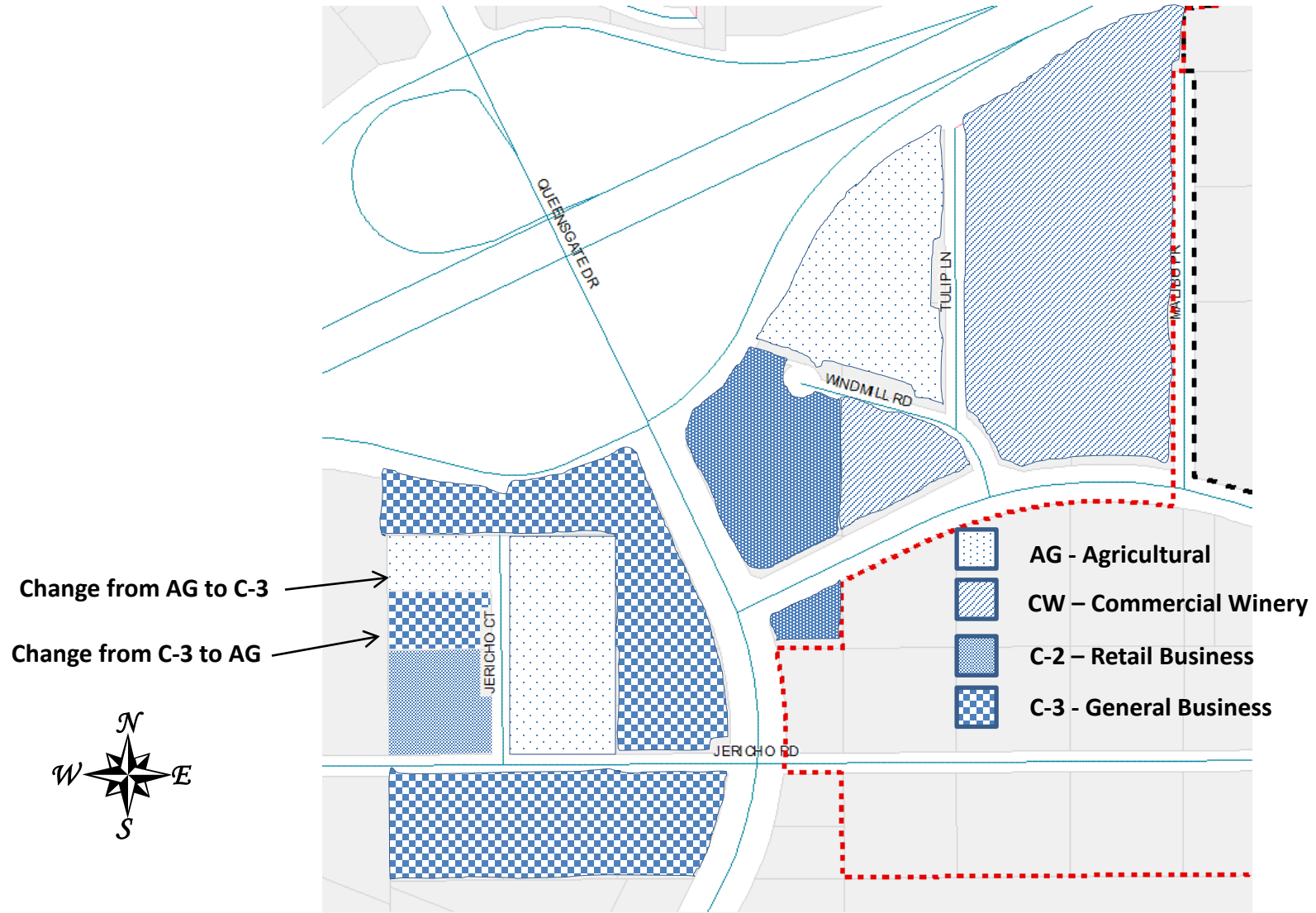
ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



Zoning for 915 Jericho Court

July 8, 2012

Richland City Council
c/o Rick Simons, Manager
Development Permitting Division
840 Northgate Drive
Richland, WA 99352

RE: QUEENSGATE AREA ANNEXATION
937/915 JERICHO CT/ASSESSOR'S PARCEL NUMBER: 22982020003005

In response to the City's proposed annexation of my property and surrounding properties in the Queensgate area, I support the annexation and sign the Annexation Petition if split zoning is an agreeable use for my property. Per our phone conversations and our face-to-face meeting on April 10, 2012, I understand this to be a possibility.

Currently, I am using the north section of my property for outdoor storage rental. If annexed, I wish to continue doing so without mandated alterations to any portion of the property as it currently exists. My understanding is the proposed C-3 zoning allows for storage business on the property.

The property is currently zoned for agricultural use. For the time being, I will be maintaining my horse farm on the remaining portion of the property (behind and on the south side of the residence). Paragraph 2, page 3 of the Staff Report to the Planning Commission, Attachment A - Proposed Queensgate Annexation Supplemental Information document from the January 26, 2011 meeting states in part, "The agricultural zoning would provide for the continuation of these uses in the future."

If split zoning is not an agreeable use for my property, I strongly oppose annexation for the Queensgate area properties. Additionally, I understand from our conversations that the portion of my property, once zoned C-3, cannot regress or revert back to agricultural zoning. If you need clarification of my request, I am able to meet with you.

Best regards,

Denise S. Reddinger
Owner, ReddTree Ranch/Outdoor storage rental
915 Jericho Ct
Richland, WA 99352
(509) 539-9258



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C3

Key Element: Key 2 - Infrastructure & Facilities

Subject: ORDINANCE NO. 32-13: DEDICATING STREET BETWEEN JADWIN AVENUE AND GILLMORE AVENUE

Department: Public Works

Ordinance/Resolution: 32-13

Reference:

Document Type: Ordinance

Recommended Motion:

Give first reading by title only to Ordinance No. 32-13, dedicating and establishing a new roadway named Kadlec Way connecting Jadwin Avenue and Gillmore Avenue.

Summary:

This Ordinance dedicates the right-of-way and establishes a new roadway connection between Jadwin Avenue and Gillmore Avenue. The ordinance proposes to name the new street Kadlec Way.

The City and Kadlec Regional Medical Center (KRMC) agreed to enter into a Healthcare Campus Development Agreement on April 16, 2013. This agreement was established to guide the development of approximately 14 acres of land on the east side of Goethals Drive creating a contiguous healthcare campus of medical office buildings which will support the current and future Kadlec facilities.

Pursuant to that agreement, Council passed Ordinance No. 21-13 on June 4, 2013 vacating a portion of Goethals Drive contingent upon KRMC constructing a new connector road between Jadwin Avenue and Gillmore Avenue meeting City standards. Upon completion of that new road, KRMC would then dedicate the right-of-way to the City and establish a new City street.

KRMC is in the process of completing construction of the new roadway and is expected to be finished and have the work accepted by Public Works prior to the November 5, 2013 regular Council meeting.

Section 12.01.090 of the Richland Municipal Code describes naming of new streets. The owner or owners of abutting property may request a street name to be considered by the City Council. KRMC owns the property out of which the proposed street right of way is being created. There are no other properties that will take access or be addressed from the new street. KRMC has proposed to name the new street "Kadlec Way" primarily because it becomes an instinctive identifier that can assist people unfamiliar with the area on how to get to the campus. Development Services staff have reviewed the proposed name and have determined that it is an acceptable name for the new street.

Fiscal Impact?

☒ Yes ☐ No

The costs of constructing the new street are being funded by KRMC. By completing the proposed dedication the City is accepting the ongoing responsibility to maintain the new street. By comparison this segment of new street is approximately 200 feet shorter than the segment of Goethals Drive that was vacated, thus the City's street maintenance burden has been reduced through implementing the KRMC Development Agreement.

Attachments:

1) ORD 32-13 KRMC Connector Dedication

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:01:18 GMT-0700 2013

WHEN RECORDED RETURN TO:

Richland City Clerk
P.O. Box 190 MS-05
Richland, WA 99352

ORDINANCE NO. 32-13

AN ORDINANCE OF THE CITY OF RICHLAND
dedicating and establishing a new roadway connecting
Jadwin Avenue and Gillmore Avenue.

WHEREAS, on April 16, 2013 the City of Richland and Kadlec Regional Medical Center (KRMCC) agreed to enter into a Healthcare Campus Development Agreement (Agreement); and

WHEREAS, the Agreement is contingent upon the vacation of a portion of Goethals Drive between the Kadlec Emergency Room driveway and Carondelet Drive; and

WHEREAS, the vacation of that portion of Goethals Drive is contingent upon KRMCC constructing and dedicating to the City a new street constructed to City standards connecting Jadwin Avenue and Gillmore Avenue; and

WHEREAS, City Council passed Ordinance No. 21-13 on June 4, 2013 vacating said portion of Goethals Drive subject to the provisions of the Agreement; and

WHEREAS, KRMCC has completed construction of the new connector road between Jadwin Avenue and Gillmore Avenue to City standards; and

WHEREAS, Richland Municipal Code Section 12.01.090 describes how new street names are established and approved; and

WHEREAS, KRMC has proposed that this new connecting road be named "Kadlec Way" as a simple and effective way to assist people in navigating to the Kadlec Regional Medical Center campus; and

WHEREAS, Development Services staff has reviewed the name and determined that it is an acceptable name for the new street.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1.01 The portion of the new connector road right-of-way, as described in Exhibit "A" and as shown on Exhibit "B," is hereby ordered to be dedicated as a City street named "Kadlec Way" subject to the provisions of the Healthcare Campus Development Agreement between the City of Richland and Kadlec Regional Medical Center.

Section 1.02 The City Clerk is directed to file with the Auditor of Benton County, Washington a copy of this ordinance and the attached exhibits, duly certified by the Clerk as a true copy.

Section 1.03 This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the 5th day of November 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____

October 7, 2013

EXHIBIT A

KADLEC WAY RIGHT-OF-WAY DEDICATION (A PORTION OF LOT 1, SHORT PLAT 3058)

A portion of Lot 1, Short Plat 3058, according to the Short Plat thereof, recorded in Volume 1 of Short Plats, page 3058, Records of Benton County, Washington located in a portion of Northwest quarter of Section 11, Township 9 North, Range 28 East, Willamette Meridian, City of Richland, Benton County, Washington, more particularly described as follows:

Beginning at a Brass cap marking the Northwest corner of said Section 11 as shown in said Short Plat 3058;

Thence South $76^{\circ}37'14''$ East, 1525.96 feet, more or less, to the intersection of Goethals Avenue and Gillmore Avenue as shown in said Short Plat 3058;

Thence South $64^{\circ}50'37''$ East, 46.01 feet to the Northwest corner of Block 617, Plat of Richland, according to the Plat thereof, recorded in Volume 6 and 7 of Plats, Records of Benton County, Washington, said point being on the Easterly right-of-way line of Gillmore Avenue at a point 30.00 feet Easterly of the center line thereof, when measured at right angles;

Thence along the West line of said Block 617 and the Easterly right-of-way line of said Gillmore Avenue the following courses:

Thence South $24^{\circ}08'44''$ East, 584.00 feet to the Northwest corner of said Lot 1, said point also being the **TRUE POINT OF BEGINNING** of the parcel to be described;

Thence continuing, South $24^{\circ}08'44''$ East, 61.55 feet;

Thence leaving the West line of said Block 617, the Easterly right-of-way line of said Gillmore Avenue and the West line of said Lot 1, Northeasterly, along the arc of a 13.00-foot radius, non-tangent curve to the right, (the radius of which bears South $64^{\circ}06'32''$ East) through a central angle of $39^{\circ}57'09''$ for an arc distance of 9.06 feet;

Thence North $65^{\circ}50'37''$ East, 83.86 feet;

Thence, Northeasterly, along the arc of a 219.00-foot radius, tangent curve to the right, (the radius of which bears South $24^{\circ}09'23''$ East) through a central angle of $04^{\circ}42'59''$ for an arc distance of 18.03 feet;

Thence North 70°33'36" East, 9.82 feet to the common lot line of said Lot 1 and Lot 2;

Thence along said common lot line, North 24°08'43" West, 60.04 feet to the Northeast corner of said Lot 1;

Thence leaving said common lot line, South 65°51'16" West, 120.00 feet to the **TRUE POINT OF BEGINNING** and the end of this legal description.

Containing: 7,043.70 square feet (0.16 acres), more or less.

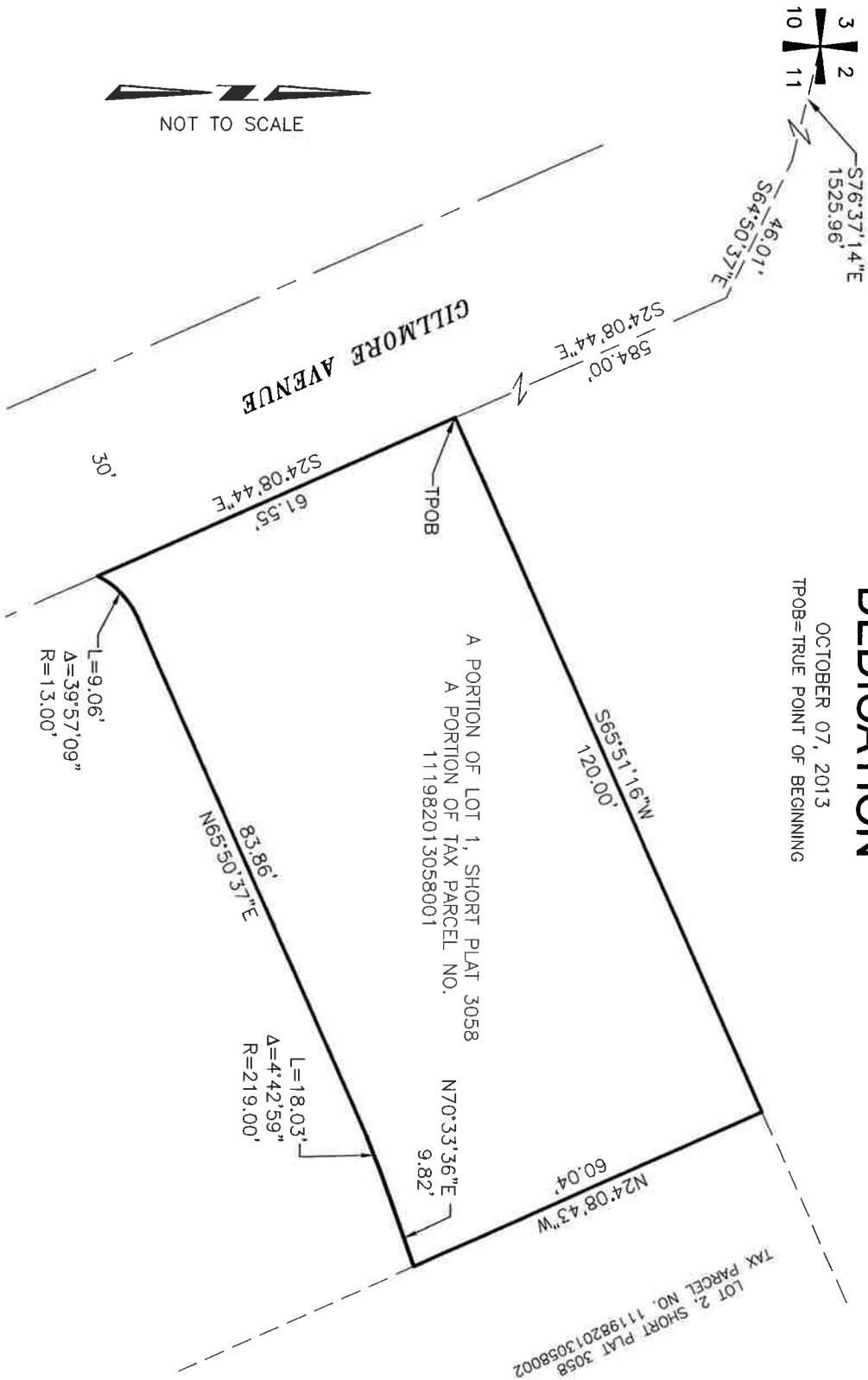
ALSO TOGETHER WITH AND SUBJECT TO easements, reservations, covenants and restrictions apparent or of record.

EXHIBIT "B"

KADLEC WAY RIGHT-OF-WAY DEDICATION

OCTOBER 07, 2013

TPOB=TRUE POINT OF BEGINNING



October 7, 2013

EXHIBIT A

KADLEC WAY RIGHT-OF-WAY DEDICATION (A PORTION OF LOT 2, SHORT PLAT 3058)

A portion of Lot 2, Short Plat 3058, according to the Short Plat thereof, recorded in Volume 1 of Short Plats, page 3058, Records of Benton County, Washington located in a portion of Northwest quarter of Section 11, Township 9 North, Range 28 East, Willamette Meridian, City of Richland, Benton County, Washington, more particularly described as follows:

Beginning at a Brass cap marking the Northwest corner of said Section 11 as shown in said Short Plat 3058;

Thence South 76°37'14" East, 1525.96 feet, more or less, to the intersection of Goethals Avenue and Gillmore Avenue as shown in said Short Plat 3058;

Thence South 64°50'37" East, 46.01 feet to the Northwest corner of Block 617, Plat of Richland, according to the Plat thereof, recorded in Volume 6 and 7 of Plats, Records of Benton County, Washington;

Thence South 24°08'44" East, along the West line of said Block 617 for a distance of 584.00 feet to the Northwest corner of said Lot 1, Short Plat 3058;

Thence leaving the West line of said Block 617, North 65°51'16" East, 120.00 feet to the Northeast corner of said Lot 1, said point also being the Northwest corner of said Lot 2 and the **TRUE POINT OF BEGINNING** of the parcel to be described;

Thence continuing, North 65°51'16" East, 121.89 feet to the Northeast corner of said Lot 2, said point being on the Westerly right-of-way line of Jadwin Avenue at a point 40.00 feet Westerly of the center line thereof, when measured radially or at right angles;

Thence along the East line of said Lot 2 and the Westerly right-of-way line of said Jadwin Avenue the following courses:

Thence, Southeasterly, along the arc of a 1112.33-foot radius, non-tangent curve to the left (the radius of which bears North 56°33'07" East) through a central angle of 02°11'00" for an arc distance of 42.39 feet;

Thence South 35°37'53" East, 39.87 feet;

Thence leaving the East line of said Lot 2 and the Westerly right-of-way line of said Jadwin Avenue, Northwesterly, along the arc of a 13.00-foot radius, tangent curve to the left, (the radius of which bears South 54°22'07" West) through a central angle of 73°50'21" for an arc distance of 16.75 feet;

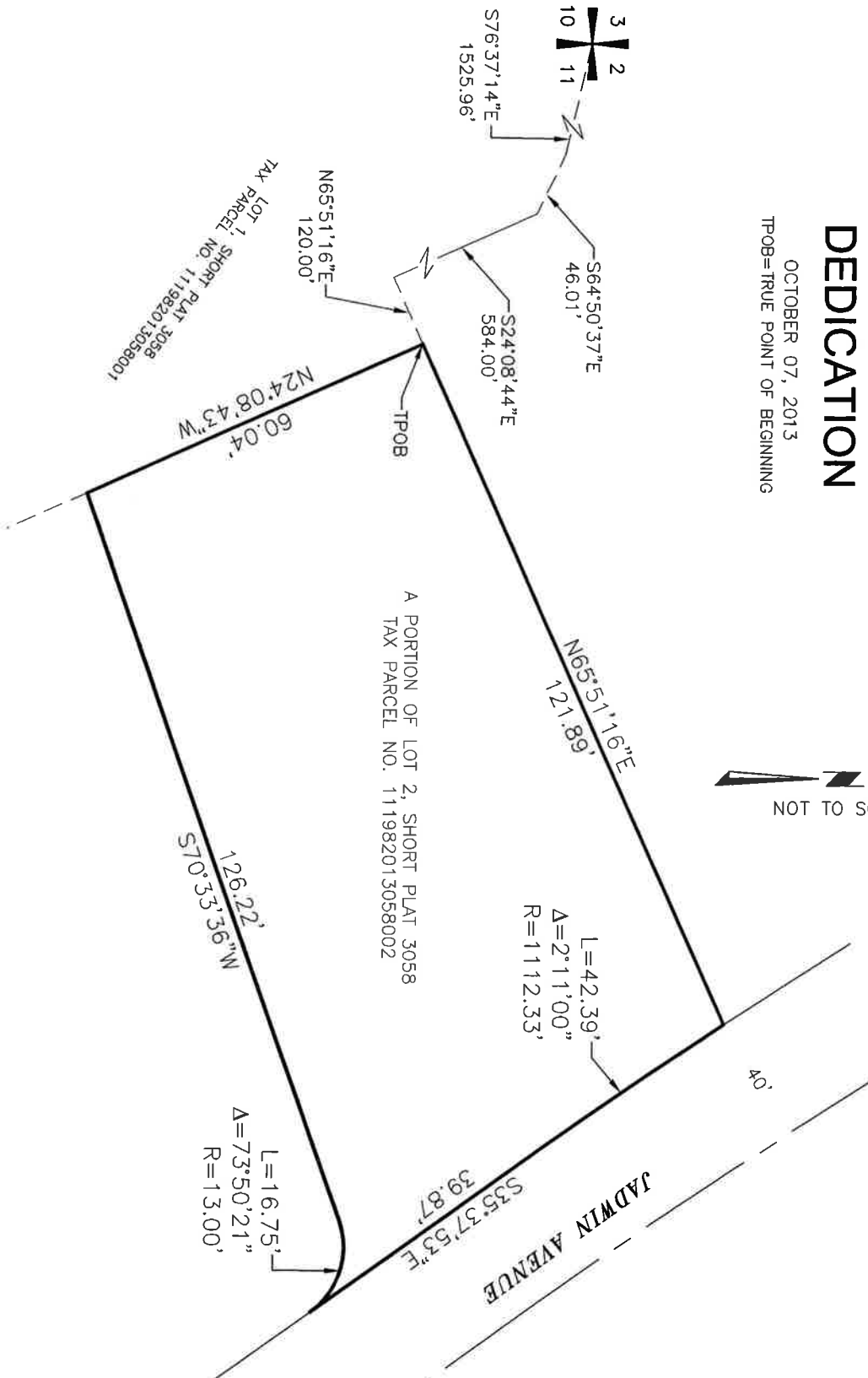
Thence South 70°33'36" West, 126.22 feet to the common lot line of said Lot 2 and Lot 1;

Thence along said common lot line, North 24°08'43" West, 60.04 feet to the **TRUE POINT OF BEGINNING** and the end of this legal description.

Containing: 8,407.82 square feet (0.19 acres), more or less.

ALSO TOGETHER WITH AND SUBJECT TO easements, reservations, covenants and restrictions apparent or of record.

OCTOBER 07, 2013
TPOB=TRUE POINT OF BEGINNING





Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C4

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: APPROVING THE 2017 COUNCIL COMPENSATION PLAN

Department: Administrative Services

Ordinance/Resolution: 33-13

Reference:

Document Type: Ordinance

Recommended Motion:

Give first reading by title only to Ordinance No. 33-13, amending RMC Title 2: Administration and Personnel, Salaries

Summary:

As part of the 1999 City audit, a management letter was issued (as was with other cities throughout the state) indicating a need to modify the existing Council compensation process. At that time, Council's compensation was tied to a consumer price index (CPI). The State Auditor's office indicated that future compensation increases need to be tied to a specific amount and not to a general index such as CPI-U.

On April 17, 2001, Council approved an ordinance amending the compensation procedure. Beginning in 2002, as part of the approval of the annual adjustment of the Compensation Plan for Unaffiliated Staff, the annual compensation for Council will be set and reviewed annually thereafter, maintaining a four-year schedule.

Based on the 2012-2014 Compensation Plan for Unaffiliated Staff, and consistent with no increase to the 2014 salary ranges, the ordinance presented this evening incorporates no increase for 2017.

Council's monthly stipend will remain at \$1,123 per month in 2017. In addition, the Mayor receives an additional \$250 per month.

Fiscal Impact?
☒ Yes ☐ No

Approval of the attached ordinance will impact the 2017 Operating Budget.

Attachments:

- 1) Council Compensation History
- 2) Proposed Ordinance

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:03:47 GMT-0700 2013

2017 COUNCIL COMPENSATION PLAN

Monthly Compensation History

<u>Year</u>	<u>Mayor</u>	<u>Council Member</u>	<u>% Increase From prior year</u>
2003	\$1,075	\$825	0%
2004	\$1,125	\$875	6%
2005	\$1,150	\$900	3%
2006	\$1,177	\$927	3%
2007	\$1,214	\$964	4%
2008	\$1,253	\$1,003	4%
2009	\$1,263	\$1,013	1%
2010	\$1,278	\$1,028	1.5%
2011	\$1,288	\$1,038	1%
2012	\$1,319	\$1,069	3%
2013	\$1,340	\$1,090	2%
2014	\$1,340	\$1,090	0%
2015	\$1,362	\$1,112	2%
2016	\$1,373	\$1,123	1%
2017	\$1,373	\$1,123	0%

ORDINANCE NO. 33-13

AN ORDINANCE of the City of Richland approving 2017 Council Compensation Plan, amending Section 2.32 of the Richland Municipal Code.

BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1.01 Section 2.32.040 of the Richland Municipal Code, as enacted by Ordinance No. 8, and last amended by Ordinance No. 35-12, is hereby amended to read as follows:

2.32.040 Council Members

The compensation of each member of the council for the years 2002 and 2003 shall be established at \$825.00 for current and newly elected council, whether a new or incumbent member. For subsequent years 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, ~~and 2016,~~ and 2017 the following salary is established: 2004, \$875; 2005, \$900; 2006, \$927; 2007, \$964; 2008, \$1,003; 2009, \$1,013; 2010, \$1,028; 2011, \$1,038; 2012, \$1,069; 2013, \$1,090; 2014, \$1,090; 2015, \$1,112; 2015, \$1,123; ~~and 2016,~~ and 2017, \$1,123; provided, however, that nothing herein shall cause an increase or decrease to the compensation of any member of the council after his or her election or during the term of office or any unexpired term of office, to which such member of the council is appointed or elected. Beginning in 2002, city council shall establish council salary for 2006 and subsequent years as part of the annual approved compensation plan adjustment for unaffiliated staff, maintaining a four-year schedule.

All members of the council shall provide a written certification to human resources, based on a monthly calculation of the number of hours of service they provide to the city of Richland each year. This record shall be maintained in the human resources division for auditing purposes as generally required in Chapter 41.40 RCW. [Ord. 8; Ord. 68-74; Ord. 106-79; Ord. 70-81; Ord. 40-98; Ord. 09-01; Ord. 41-02; Ord. 40-03; Ord. 36-04; Ord. 37-05; Ord. 31-06; Ord. 29-07; Ord. 09-08; Ord. 21-08; Ord. 32-09 § 1.01; Ord. 32-10 § 1.01; Ord. 29-11 § 1.01; Ord. 35-12 § 1.01].

Section 1.02 This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the _____ of _____ 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

Marcia Hopkins
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C5

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: ORDINANCE NO. 34-13, APPROVING AD VALOREM TAX FOR 2014, PROPERTY TAX LEVIES

Department: Administrative Services

Ordinance/Resolution: 34-13

Reference:

Document Type: Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 34-13, Approving the 2014 Ad Valorem Tax, Property Tax Levies.

Summary:

Each year, Council sets the property tax levy as part of the annual budget process. For 2014, there are no new tax dollars proposed other than the addition of new construction value, annexations and increases in State-assessed property ("add-ons").

RCW 84.55.005(2)(c) sets the limit factor for a taxing jurisdiction with a population of 10,000 or over as the lesser of one hundred and one percent or one hundred percent plus inflation. Inflation for June 2013 is 1.295 percent, which establishes the limit factor at 101 percent without a declaration of substantial need by Council. For comparison purposes, an attachment is provided showing the current 2013 levy and three options for the 2014 levy based on a zero percent increase, one percent increase, and maximum allowable levy utilizing banked capacity. For 2014, it is proposed that the levy be established at one hundred percent (100%) of last year's tax plus "add-ons."

According to information from the Department of Revenue, only one ordinance is required to set the levy and preserve the authority to utilize un-levied capacity in future years upon making a declaration of substantial need (that is commonly referred to as "banking"). Both objectives are met so long as the ordinance authorizes an "increase" in the levy, even if that increase is zero, that is expressed as both a dollar and percentage amount.

Because the amount that is ultimately certified to the Assessor can have a limiting effect on the actual calculated levy, care must be taken to avoid locking in a levy amount before the values for all add-ons are known. Ordinance No. 34-13 establishes a levy increase of zero dollars, which is zero percent over the prior year, plus add-ons and also establishes the estimated levy dollar amount for 2014 tax collections. The actual dollar amount will be determined as more information is received from the Benton County Assessor's office.

Second reading and passage of the ordinance is anticipated for the November 5, 2013 Council meeting.

Fiscal Impact?

☒ Yes ☐ No

At this time, state-assessed property values have not been released and new construction values are still preliminary. As such, the estimated 2014 levy is still subject to change.

Attachments:

- 1) 2014 Property Tax Options
- 2) Proposed Ordinance Ad Valorem Tax Levied/Un-levied Capacity

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:56:30 GMT-0700 2013

CITY OF RICHLAND
2014 AD VALOREM PROPERTY TAX OPTIONS
FOR REGULAR LEVY AND SPECIAL LEVIES

		Option 1	City Manager's Budget	Option 3
		Current Tax	Option 2	Current Max
		Current Tax + 1%	Current Tax	\$14,497,431 +1%
		(+ New Const \$453,854)	Dollars +0%	(+ New Const \$453,854)
		(+ Annexations \$56,004)	(+ New Const \$453,854)	(+ New Const \$453,854)
		(+ Annexations \$56,004)	(+ Annexations \$56,004)	(+ Annexations \$56,004)
Home Value	2013 Current Tax Dollars & Rate			
\$200,000	594	596	591	635
\$150,000	446	447	444	477
\$100,000	297	298	296	318
\$85,000	252	253	251	270
\$50,000	149	149	148	159
Regular Levy (General Fund, RAISE Area Debt Service & Fire Pension):				
Tax Dollars	\$13,443,053 *	14,087,341	13,952,911	15,152,262
Levy Rate	\$2.6115	\$2.6230	\$2.5980	\$2.8213
Regular Levy Assessed				
Valuation (in \$1,000)	\$5,147,605	\$5,370,684	\$5,370,684	\$5,370,684
Special Levies:				
Tax Dollars - Police Station	\$269,628 *	\$261,823	\$261,823	\$261,823
Levy Rate	\$0.0526	\$0.0490	\$0.0490	\$0.0490
Tax Dollars - Community Center	\$325,813 *	\$326,408	\$326,408	\$326,408
Levy Rate	\$0.0636	\$0.0610	\$0.0610	\$0.0610
Tax Dollars - Library	\$1,240,343 *	\$1,320,538	\$1,320,538	\$1,320,538
Levy Rate	\$0.2420	\$0.2469	\$0.2469	\$0.2469
Tax Dollars - Total Special Levies	\$1,835,784 *	\$1,908,769	\$1,908,769	\$1,908,769
Levy Rate	\$0.3582	\$0.3569	\$0.3569	\$0.3569
Special Levy Assessed - Valuation (in \$1,000)	5,125,394	5,348,473	5,348,473	5,348,473
Grand Total All Levies				
Tax Dollars	\$15,278,837	\$15,996,110	\$15,861,680	\$17,061,031
Levy Rate	\$2.9697	\$2.9799	\$2.9549	\$3.1782
Regular Levy Tax \$ Differential (Option vs. Recommended):		\$134,431	\$0	\$1,199,352

(*) Final levy. Amount levied by ordinance may differ due to appeals and cancellations. Original levy limit calculation is modified after appeals are processed by the County. All 2014 rates are based on estimated valuations and are subject to adjustment.

ORDINANCE NO. 34-13

AN ORDINANCE of the City of Richland relating to the
Ad Valorem Property tax levied for the calendar year 2014.

WHEREAS, the Richland City Council has properly given notice of the public hearing held October 15, 2013, to consider City of Richland's revenue sources for the City's following years current expense budget pursuant to RCW 84.55.120; and,

WHEREAS, the Richland City Council, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Richland does not require an increase in property tax revenue from the previous year in excess of the increase resulting from the addition of new construction, annexation and improvements to property and any increase in the value of State-assessed property, in order to discharge the expected expenses and obligations of the City of Richland and in its best interest; and,

WHEREAS, the City of Richland actual regular levy amount from the previous year was \$13,443,053; and,

WHEREAS, the population of the City of Richland is more than 10,000; and now, therefore,

BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1.01 An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2014 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be zero dollars (\$0) which is a percentage increase of zero percent (0%) from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of State-assessed property, any annexations that have occurred and refunds made.

Section 1.02 A tax for the following sums of money, or as much thereof as may be authorized by law, to defray the expenses and liabilities of the City of Richland be and the same as hereby levied for the purposes specified against all taxable property in the City for the calendar year 2014:

Regular Levy:

General Fund,
RAISE Area Debt Service Fund and
Firemen's Pension Fund \$14,000,000 (Preliminary Estimate)

Police Station
Debt Service Fund \$261,823

Richland Community Center
Debt Service Fund \$326,408

Library Debt Service Fund \$1,320,538

TOTAL \$15,908,769 (Estimated)

Section 1.03 The City Clerk is hereby directed to certify for the Benton County Assessor a copy of this Ordinance in order that the same be extended upon the general assessment roll of said County, in the manner and at the same time as the levy for State and County taxes are extended.

Section 1.04 The taxes shall be collected and paid to the City Treasurer at the same time and in the same manner as provided by the laws of the State of Washington relating to collection of taxes in the cities of the first class.

Section 1.05 This ordinance shall become effective on the day following the date of its publication in the official newspaper of the City.

PASSED by the City Council of the City of Richland at a regular meeting on the ____ day of _____ 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C2

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: ORD. NO. 29-13 AMEND RMC 5.36.010 TO INCREASE THE PER NIGHT SPECIAL LODGING ASSESSMENT

Department: City Manager

Ordinance/Resolution: 29-13

Reference:

Document Type: Ordinance

Recommended Motion:

Give second reading, by title only, and pass Ordinance No. 29-13, Amending RMC Section 5.36.010, Increasing the per night special lodging assessment rate from \$1.50 to \$2.00.

Summary:

On June 1, 2004, the Cities of Kennewick, Pasco and Richland entered into an Interlocal Cooperation Agreement for establishment of a Tri-City Regional Tourism Promotion Area (TPA). The interlocal agreement established a Special Lodging Assessment (SLA) for all Class A lodging businesses of \$1.50 per night of stay. The combined revenues from the SLA would be used by the Tri-Cities Visitor and Convention Bureau to conduct specified promotional activities on behalf of the entire region. Any change in the Tri-City Regional SLA rate must be initiated by the affirmative recommendation of the Tri-City Regional Hotel-Motel Commission, and thereafter approved by each of the City Councils within the Tri-City Regional TPA.

At their July 18, 2013 meeting, the Tri-City Regional Hotel-Motel Commission adopted a resolution to increase the SLA upon all Class A lodging businesses from \$1.50 per day of stay to \$2.00 per day of stay. This will increase the marketing funds available to promote the Tri-Cities as a premier destination, and will translate into increased visitor spending and economic development for the entire region. The revenues resulting from the SLA increase will support the sponsorship of future conventions and sporting events, the addition of a sports marketing manager, increased advertising, and the addition of a marketing manager to promote the growing wine industry and the increased accessibility to Hanford.

On August 14, 2013, a meeting was held with all hotels that participate in the assessment to share the details about the increase and to ensure that the industry fully supports the increase. The hotels represented at the meeting gave overall support to the SLA increase. The Tri-City Regional Hotel-Motel Commission recommends to the City Council of the Cities of Kennewick, Pasco and Richland approval of the increase of the SLA upon all Class A lodging businesses from \$1.50 per night of stay to \$2.00 per night of stay, which this Ordinance, if approved, will enact by amending RMC Title 5.

The first reading of Ordinance No. 29-13 was at the October 1, 2013 Council meeting.

Fiscal Impact?

☐ Yes ☒ No

If approved, the increase to the SLA will increase the amount of revenue and expenditure in the Special Lodging Assessment fund, however it will have no net effect on the City's budget, as this is a pass-through fund.

Attachments:

1) Proposed Ord. No. 29-13 Amending Title 5 - Increasing Special Lodging Assessment

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:00:14 GMT-0700 2013

ORDINANCE NO. 29-13

AN ORDINANCE of the City of Richland relating to an increase of the special lodging assessment from \$1.50 to \$2.00 per stay; amending Section 5.36.010 of the Richland Municipal Code.

WHEREAS, the Tri-City Regional Hotel-Motel Commission has recommended to the Cities of Kennewick, Pasco, and Richland an increase of the Special Lodging Assessment from \$1.50 per day of stay to \$2.00 per day of stay; and

WHEREAS, the Cities have, contemporaneously herewith, adopted the First Amendment to the Interlocal Cooperation Agreement for Establishment of Tri-City Regional Tourism Promotion Area to provide for the increase in Special Lodging Assessment;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1.01 That Section 5.36.010 entitled "Authorization of Special Lodging Assessment" of the Richland Municipal Code shall be and hereby is amended and shall read as follow:

5.36.010 Authorization of special lodging assessment.

There is hereby assessed, pursuant to RCW 35.101.050, a special lodging assessment as a charge for the furnishing of lodging by lodging businesses located within the Richland tourism promotion area in the amount of:

- A. ~~One Dollar and 50/Cents (\$1.50)~~ Two Dollars and 00/Cents (\$2.00) per night of stay at each Class A lodging business as defined below.
- B. No charge per night of stay for each Class B lodging business as defined below. (Ord. 17-04 § 1.02).

Section 1.02 This Ordinance shall take full force and effect on the 1st day of January , 2014, contingent upon the adoption of similar Ordinances by the City Councils of the Cities of Kennewick and Pasco, Washington, on or before that date.

PASSED by the City Council of the City of Richland at a regular meeting this ____ day of _____, 20____.

John Fox, Mayor

ATTEST:

Marcia Hopkins, City Clerk

APPROVED AS TO FORM:

Heather Kintzley, City Attorney

Date Published:



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C7

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: ORD. NO 30-13 AMENDING RMC TITLE 17: SEWER AND RMC TITLE 18: WATER - LEAK ADJUSTMENT

Department: Public Works

Ordinance/Resolution: 30-13

Reference:

Document Type: Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 30-13, amending RMC Title 17: Sewer and RMC Title 18: Water, water leak adjustments.

Summary:

The City's water utility customers pay for water service based on metered measurement of their use. Commercial sewer customers also pay for services based on a metered measurement of their water use. Failures in customer's plumbing often result in higher levels of water use than is normal. In contrast, failure of customer's electrically driven appliances results in no use of electricity by that appliance.

City customer service staff regularly field inquiries and complaints from customers about high water and sewer bills. Approximately ten times per year the situation involves a previously unknown leak in the customer's plumbing. In these cases, a high water or sewer bill is the first indication to the customer that a leak is occurring.

In November 2006, the Utility Advisory Committee endorsed a policy of providing a partial credit for water consumption attributable to a previously unknown leak. Staff has been processing high bill complaints related to leaking plumbing in accordance with this policy since 2006.

A recent internal review of utility billing procedures identified this process as one that would best be administered based on adopted municipal code. Staff prepared the attached ordinance to maintain its current practice of processing leak related high bill complaints.

The first reading of Ordinance No. 30-13 was given at the October 1, 2013, Council meeting.

Fiscal Impact?

☒ Yes ☐ No

Passage of the ordinance memorializes current practice into the Municipal Code. The cost of credits offered under the recommended policy has typically been less than \$500 per year.

Attachments:

- 1) ORD 30-13 Water Sewer Bill Adjustments Due to Water Leak
- 2) Water & Sewer Bill Adj for Water Leaks-UAC Staff Report
- 3) Water & Sewer Bill Adj for Water Leaks-UAC Minutes

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:58:39 GMT-0700 2013

ORDINANCE NO. 30-13

AN ORDINANCE OF THE CITY OF RICHLAND
amending Richland Municipal Code Title 17: Sewers, and
Title 18: Water, establishing rules for billing adjustments due
to verified water leak.

WHEREAS, Municipal Code Section 17.56 defines the rates and charges for City sewer services; and

WHEREAS, Municipal Code Section 18.24 defines the rates and charges for City potable water services; and

WHEREAS, water service rates and commercial sewer service rates include a component based on a measured volume of water consumption; and

WHEREAS, plumbing failures within customers' premises occasionally lead to uncontrolled and undetected water consumption; and

WHEREAS, customers often become aware of a plumbing failure only on receipt of a high water and/or sewer bill; and

WHEREAS, the City wishes to mitigate the impact of plumbing failures on its water and sewer customers; and

WHEREAS, the Utility Advisory Committee, after considering several policy alternatives related to high water and sewer bill administration, has recommended the following approach.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1.01 Richland Municipal Code Chapter 17.60 is hereby amended by enacting new section 17.60.020, entitled Utility Bill Adjustment for Undetected Water Leak, to read as follows:

Chapter 17.60 BILLINGS AND COLLECTION

Sections:

17.60.010 Delinquency.

17.60.020 Utility bill adjustment for undetected water leak.

17.60.010 Delinquency.

Bills are due and payable upon receipt, and are delinquent after 20 days from date of billing. Late fees and interest will be charged on all delinquent accounts according to RMC 3.30.040. [Ord. 77; Ord. 34-96; Ord. 07-04].

17.60.020 Utility bill adjustment for undetected water leak.

Commercial sewer customers who discover and repair an outdoor plumbing leak will be entitled to an adjustment to their sewer bill upon meeting the eligibility requirements of RMC 18.20.020. The sewer bill adjustment will be based on no more than one hundred percent of the metered water consumption in excess of the account's average consumption for the same billing period the previous two years. The adjustment will apply to no more than two billing periods. No adjustments will be allowed for excess consumption less than forty water consumption units.

Section 1.02 Richland Municipal Code Chapter 18.20 is hereby amended by enacting new section 18.20.020, entitled Utility Bill Adjustment for Undetected Water Leak, to read as follows:

Chapter 18.20 BILLING

Sections:

18.20.010 Meter reading and billing.

18.20.020 Utility bill adjustment for undetected water leak.

18.20.010 Meter reading and billing.

Meter reading, billing and delinquency information can be found in Chapter 3.30 RMC (finance). [Ord. 80; Ord. 27-81; Ord. 34-96; Ord. 17-03].

18.20.020 Utility bill adjustment for undetected water leak.

Customers who discover and repair an outdoor plumbing leak will be entitled to an adjustment to their water bill upon meeting the following eligibility requirements. The adjustment will be limited to fifty percent of metered water consumption in excess of the account's average consumption for the same billing period the previous two years. The adjustment will apply to no more than two billing periods. No adjustments will be allowed for excess consumption less than forty water consumption units.

To be eligible for a bill adjustment the customer must fulfill the following:

- A. Complete, sign and submit the Water Bill Adjustment Application.
- B. Identify the City meter reading date alerting the customer to the leak.
- C. Provide documentation of the plumbing leak repair. Documentation shall include a site map identifying the location of the leak on the customer's premises and receipts for repair services or materials.
- D. Have not received a prior bill adjustment at this address due to a water leak in the previous two years.

Section 1.03 The changes in this ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the 15th day of October, 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

Heather Kintzley
City Attorney

Date Published: October 20, 2013

TO: Utility Advisory Committee

FROM: Public Works

DATE: November 14, 2006

SUBJECT: HIGH BILL RESPONSE POLICY FOR WATER

RECOMMENDATION

It is recommended that the Utility Advisory Committee give direction to staff regarding processing of high bill complaints for water utility customers. Staff recommendation is to grant a one-time credit associated with a verified leak repair and to require full payment for all other metered consumption.

FISCAL IMPACT

High bill adjustments to water utility customers over the past two years have totaled \$6,312.08 in 2004 and \$3,499.57 in 2005. In 2006, we have adjusted \$4,576.47 in water credits to date.

BACKGROUND

There are a number of situations where a utility customer may receive a high water bill. Each situation warrants some acknowledgement and research by the City. Staff would like policy direction on how to respond to these situations. Here are the most common scenarios we are confronted with:

Case Study #1: A customer has a water leak that goes undetected until they receive their water bill. It might then take them a week or two to get the leak located and repaired. The outcome can be a month or two of water usage in the 300 or 400 unit range at a home that typically uses 50 to 100 units of water per month.

Case Study #2: A customer received an emergency call that her grandson was being taken to the hospital. She immediately packed and headed out of town to be with the family. In her rush, she left the sprinkler in her yard running. She was gone for 10 days and the sprinkler ran the entire time resulting in a large water bill.

Case Study #3: A customer has used a lot of water and has a large bill to pay. They are asking if the City can give them some assistance with their bill.

Staff currently handles these situations in the following manner:

- Provided a "one-time courtesy adjustment" to lessen the burden on customers with leaks. Water maintenance personnel verify that there was a water leak, and at times, assist the customer in locating the leak. Once repaired, staff would calculate the amount of water used above the typical usage (based on previous

years at that time) and credit the account 50percent of the cost. This credit would only be given one time at a residence.

- Provide the customer with information regarding local organizations that assist people in hardship situations with their utility bills and information about the "promise to pay" process the City offers. The "promise to pay" gives the customer an agreed upon period of time to pay off the high bill, typically it is for 3 months.
- Explain to the customer that the water went through the meter and must be paid for.

Water Maintenance staff have recently implemented a process to identify high meter readings prior to bill processing. Staff verifies the high reading and, if verified, contacts the customer to notify them of a potential problem. The intent of this process is to reduce the accumulation of unintended high charges by intercepting them early.

ANALYSIS

Water consumption is different than electricity in that a fault results in high unintended and often undetected consumption. The water bill is often the first indication of a problem and can carry a large financial burden, often several hundred dollars per month. The Water Utility's cost of production and delivery of each increment of water is low, thus the impact of the leaked water on the utility is low. Staff believes that a 50 percent credit associated with a verified leak represents a good customer service policy. Formalizing this policy is estimated to result in annual credits of approximately \$3,000 to \$5,000.

The Helping Hands donations are administered by the Community Action Council (CAC) and the criteria requires the customer to be in a disconnect situation. The maximum amount of assistance is the amount due or \$100, which ever is less. Also, a customer can contact CAC for assistance once every 24 months and assistance is dependent of funds available for that jurisdiction. The City could consider amending the Helping Hands program to support the water leak credit policy.

A policy alternative would be to require payment for all metered water, regardless of circumstances. This policy maximizes utility revenue and eliminates City staff from the role of verifying customer activity and plumbing.

CONCLUSION

Utility Advisory Committee policy direction is needed to formalize customer service response to high water bill complaints.

PREPARED BY: Pete Rogalsky, Public Works Director
 Shari Richards, Public Works Administrative Supervisor

RICHLAND UTILITY ADVISORY COMMITTEE
COUNCIL CHAMBERS

MEETING #04-2006
Tuesday, November 14, 2006

MINUTES

CALL TO ORDER

Meeting #04-2006, November 14, 2006, Chairman Kosmata called a meeting of the Utility Advisory Committee to order at 3:00 p.m.

ROLL CALL

Members Present: Hank Kosmata, Chairman
Steve Arneson, Vice Chairman
Robert DeLorenzo
Roy Keck
Mac Dillsi
Jeff Dagle

Council Liaison: Ed Revell

Also present: Ray Sieler, Energy Services Director; Pete Rogalsky, Public Works Director; Ken Mey, Power and Resource Superintendent; Wayne Collop, Chief Electrical Engineer; Shari Richards, Public Works Administrative Supervisor; Brandon Suchy, Accountant; Michael Getman, Operations Superintendent; Jay Marlow, Civil Engineer III; Dan Underwood, Finance Manager; Melody Kendall, Accounting Operations Supervisor; Kip Eagles, Solid Waste Supervisor; John Finch, Water Manager; and Dawn Senger, Energy Specialist.

MINUTES

Minutes of meeting #03-2006 – September 12, 2006, were approved as amended.

STAFF INITIATED NEW BUSINESS

ELECTRICAL LINE EXTENSION ANALYSIS - UPDATE

Ray Sieler reported that previously HDR Engineering had been awarded the contract to prepare an electrical line extension analysis. During the negotiations the project manager for HDR, Joe McGrath, left the firm. HDR attempted to find an acceptable replacement within their firm; however, there was no one available within the region that had the desirable background that would provide the

technical direction for the analysis. HDR is proposing to team with Jon Piliaris, of Economic and Financial Strategies, to assist in the preparation of the analysis. HDR has submitted a revised scope of services and a revised description of the project team for this project. Staff is familiar with Piliaris and has worked with him on previous projects.

POST 2006 ENERGY CONSERVATION IMPLEMENTATION PLAN

Ray Sieler presented the Energy Conservation Draft Implementation Plan. Previously Sieler hoped to present the plan after the Integrated Resource Plan (IRP) was completed, however, the IRP is not yet available and it is important to have the conservation plan in place to assure the City continues to receive conservation credit. The plan was created to have a minimum impact on rates and still deliver a quality conservation program.

Discussion and clarification of the program followed the presentation.

REVENUE BOND RECOMMENDATION

Dan Underwood reported the City was in a position to refund the 1998 revenue bonds in the amount of \$8,070,000 with a net present value savings of \$550,000 or approximately 5.75%. Underwood said in addition there is a need based on the capital facilities plan for capital to issue an additional \$10 million in new monies. Subject to the market, the total amount of the bond to be issued will be \$19,275,000. The City anticipates pricing the bond in the first week of December and Seattle Northwest Securities will purchase the bonds in the second week of December. The bond issue will close in 2007 as opposed to 2006 because of issuance of a general obligation bond that will be bank qualified.

Discussion followed and the decision was made that the recommendation be two separate motions. Also discussed was the debt level based on the ratio of assets to the utility and the capital plan.

First motion was made: The UAC recommends support of the refunding effort of the 1998 bonds as outlined by staff. Motion seconded. Motion carried.

Second motion was made: The UAC recommends support of the City staffs intention to issue a \$10 million bond in new monies. Motion seconded. Motion carried.

WECC – UPDATE

Ken Mey updated the UAC on Western Energy Coordinating Council (WECC) and the Energy Policy Act. Previously presented to the UAC were federal and state reliability filings. Under the 2005 Energy Policy Act attention is directed to the power system reliability. This is an effort to address the reliability issue.

FERC Order 672 established reliability standards and selected North American Electric Reliability Council (NERC) to serve as the reliability agency. WECC is the regional counterpart to NERC and they will enforce the standards in the western United States. This is a functional approach with approximately 17 different functions that have been identified with several tasks under each function. Bonneville has taken the lead in the categorizing and classifying its customers utilities as far as the functions are concerned. It is the individual utilities responsibility to file with WECC. As of this date Bonneville will indicate to WECC that the City is both a load serving entity and distribution provider. Mey distributed a packet of information for perusal by the UAC. Compliance for the new regulations will place substantial time commitment particularly for the engineering and operations staff. Mid 2008 monetary penalties for violations will be imposed. This was an up-date item no action required.

NUTEC DISCUSSION

Ray Sieler stated that the National Utility Training and Education Center (NUTEC) was currently in the process of folding. Sieler said in 1999 the National Utility Training Services (NUTS) was started as a joint venture with NWPPA, DOE, HAMMER, Fluor Hanford, Benton PUD, Franklin PUD, Douglas PUD, and the City of Richland. NUTS was built as a world class hands on training facility for the utility industry. The four utilities contributed \$100,000 each as seed money to get the facility started. NWPPA provided the administrative support and the utility customer base of 200-plus utilities for the training center. Fluor/HAMMER supported the facility with the option to use their facility for training until NUTS was complete. DOE provided the 77 plus acres next to HAMMER. The facility received grants from OSHA and was utilized as a training facility. However, in 2004 NWPPA changed leadership, and the present direction of the Executive Director has chosen not to support the facility. In 2004 the NUTS organization was transferred away from NWPPA and the name was changed to NUTEC. Since October 2004 the Board has operated the facility on limited funds. Without the support of NWPPA the facility is unable to continue to operate. The facility is being offered at approximately \$115,000 to the four utilities that contributed the seed money.

Utilization of the facilities and discussion followed with the decision made to forward the request to the Economic Development Department.

HIGH BILL RESPONSE POLICY FOR WATER

Pete Rogalsky reported that currently Public Works does not have a set policy for high bill response to the customers. Public Works is looking to the UAC for direction regarding processing of high bill complaints for water utility customers. There are a number of situations where a utility customer may receive a high water bill. Each situation warrants some acknowledgement and research by the City. The incidents can be an undetected water leak, customer errors, customers

leaving water running, and customers unable to pay a high bill. Staff recommendation is to grant a one-time credit associated with a verified leak with follow-up repair and to require full payment for all other metered consumption.

Motion was made. UAC recommends the adoption of the Public Works recommendation for a one-time 50% credit adjustment associated with a verified leak repair and to require full payment for all other metered consumption. Motion seconded. Motion carried.

WATER UTILITY – WATER MAIN REPLACEMENT PROGRAM SERVICE WARRANTY

Pete Rogalsky reported on the City of Richland's Water Main Replacement Program. Currently Public Works engineering staff and water maintenance have an unwritten policy to fix service line problems on all water service work done as part of the Replacement Program. Noting the increase in service leaks in 2004, Engineering modified contract language to include a three-year contractor warranty on water service line work. After analyzing the cause of service line leaks, it was determined that installation error was the primary cause. Staff is looking to the UAC for a policy for warranty work on residential services installed as part of the Water Main Replacement Program.

Motion was made. UAC recommends support of the Public Works recommendation for a five year warranty on the Water Line Replacement Program for work on residential services installed. Motion seconded. Motion carried.

STORMWATER UTILITY DISCUSSION OF PROPOSED PORT OF BENTON INTERLOCAL AGREEMENT

Pete Rogalsky stated that Public Works was looking to the UAC for a recommendation regarding a proposed Interlocal Agreement with the Port of Benton regarding stormwater utility services. The Port has objected to their facilities being subject to the City's stormwater utility rates. If Port-owned facilities were exempted from the utility, a revenue shortfall would result. The Interlocal Agreement would result in revenue retention and the extension of services to the Port facilities. Previously the UAC reviewed a draft of the agreement and comments on the draft included clarification on the extent of capital improvements that the City's utility would make to Port-owned facilities. Staff believes that there is mutual benefit to the Port and City if both agencies address the stormwater issue together.

Motion was made. UAC recommends support of the Public Works Interlocal Agreement with the Port of Benton as presented to the UAC in draft form this date. Motion Seconded. Motion Carried.

LANDFILL FACILITY PLANNING

Kip Eagles explained that Benton County is in the process of updating its comprehensive solid waste management plan. One of the statutory requirements for Benton County is to identify disposal capacity for all county residents for the next 20 years. The only permitted landfill in Benton County accepting municipal solid waste is Richland's Horn Rapids Landfill. Public Works staff is doing its own planning because the landfill is now within 10 years of its design capacity and the City needs to research expansion options. Public Works has contracted with Parametrix to do the study and develop future site planning for disposal and diversion and look at three waste stream scenarios for impact on the landfill life. The study will be used to guide input into the County's Solid Waste Plan update and as a starting point for future evaluation by Richland. This was an update item only no action required.

ADJOURNMENT

Meeting #04-2006, of the City of Richland Utility Advisory Committee adjourned at 5:30 p.m.

Respectfully submitted: Rose Locati



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C8

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: RES NO. 51-13 MORATORIUM PROHIBITING MARIJUANA PRODUCING, PROCESSING AND RETAIL SALES

Department: City Attorney

Ordinance/Resolution: 51-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 51-13, declaring a moratorium prohibiting producing, processing and retail sales of recreational marijuana.

Summary:

On November 6, 2012, Washington voters passed Initiative 502 (I-502), which decriminalized simple possession of marijuana for anyone 21 years of age or older, made consuming or openly possessing marijuana in public a civil infraction, and authorized the creation of an extensive taxing and regulatory scheme for growing, distributing and selling marijuana for recreational use. The State is currently in the process of creating rules to govern the regulation and taxation of the production, processing and retail sales of marijuana, and will begin to accept business licenses for this purpose as of November 18, 2013.

Many unanswered questions remain with regard to practical implementation of I-502, including an apparent conflict between state and federal law, and disparity under state law between medical cannabis, which has no regulation, and recreational marijuana, which is regulated, licensed and taxed. These issues will become more clear as the law continues to evolve in this area.

In the meantime, staff proposes that Council adopt a six-month moratorium on the production, processing and retail sales of recreational marijuana in the City of Richland. This moratorium will allow staff the time necessary to adequately prepare to properly address marijuana-related activity in the City of Richland once the conflicts mentioned above are resolved. Specifically, staff will need time to review and develop an appropriate zoning scheme, consider its options related to taxation or fees, determine proper conditions for the issuance of business licenses, and address other public health and safety concerns. Further, the moratorium will prevent marijuana-related activities from locating in the City of Richland without regulation. Staff will present the various zoning and taxing options to Council at a subsequent workshop, along with a proposed time line for completion.

The six-month moratorium may be of shorter or longer duration as the need dictates. A public hearing will be held on December 2, 2013, and findings of fact will be entered after the hearing pursuant to RCW 35.63.200.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

RES 51-13 Marijuana Retail Sale Moratorium

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:59:51 GMT-0700 2013

RESOLUTION NO. 51-13

A RESOLUTION of the city of Richland declaring a moratorium prohibiting producing, processing and retail sales of recreational marijuana pending the adoption of rules and zoning regulations within the City and setting public hearing thereon.

WHEREAS, Initiative 502 was passed by the voters of the State of Washington in November 2012 providing a framework which marijuana producers, processors, and retailers can become licensed by the State of Washington; and

WHEREAS, under Initiative 502, the Washington State Liquor Control Board (Board) is responsible for adopting regulations to govern the licensing and operation of marijuana producers, processors, and retailers. The Board is currently drafting the regulations and receiving public input, and projects that the regulations will be formally issued later this year; and

WHEREAS, possession and use of marijuana for any purpose, including medical use, remains illegal under federal law. Marijuana is listed as a Schedule I drug under the Federal Controlled Substance Act. Despite a recent Department of Justice memorandum indicating that the federal government will not actively prosecute those involved in retail production or sale of marijuana so long as all processes are tightly controlled by a strict regularly scheme, this policy statement creates no enforceable protections for local governments who issue permits in compliance with Washington's newly-codified state law, thereby forcing cities and counties to assume the risk; and

WHEREAS, there are several lawsuits pending which would eventually impact regulations related to marijuana production, distribution, sales and use; and

WHEREAS, it is anticipated that, without appropriate regulations, producing, processing, and retail sales of recreational marijuana may result in an increased risk to health and safety, may require increased police and code enforcement activities, and may affect the use and enjoyment of surrounding properties; and

WHEREAS, unless the City acts immediately to address collective gardens, production, processing and retails sales of marijuana, and other marijuana-related uses, such uses may be able to locate in the city without regulation, and thereby have adverse impacts on the city and its citizens; and

WHEREAS, the City intends to develop appropriate zoning and land use regulations to accommodate the production, processing, and retail sales of recreational marijuana to the extent such activities do not conflict with federal law; and

WHEREAS, Washington law authorizes the City to adopt a moratorium with a public hearing which must be held within sixty (60) days of the date of the adoption of a moratorium; and

WHEREAS, the City Council has determined that it is in the best interest of the City that a moratorium be established to provide the City an opportunity to study appropriate regulations for production, processing and retail sales of recreational marijuana and to develop a work plan for the implementation of such regulations that comply with federal law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland as follows:

Section 1 - Moratorium Established. A moratorium is imposed prohibiting the production, processing, and/or retail sale of recreational marijuana within all zoning districts within the City of Richland; and a moratorium is imposed on the filing with the City, or the Courts of Competent Jurisdiction, any applications for licenses, permits, or other approvals for the processing, production, and/or retail sale of marijuana for the duration of this moratorium.

Section 2 - Term of Moratorium. The moratorium imposed by this Resolution shall become effective on the date hereof, and shall continue in effect for an initial period of six (6) months, unless repealed, extended, or modified by the City Council after a public hearing and the entry of appropriate findings of fact as required by RCW 35.63.200; provided, however, that the moratorium shall automatically expire upon the effective date of zoning regulations adopted by the City Council to address the processing, production, and/or retail sales of recreational marijuana within the City of Richland.

Section 3 - Public Hearing. A public hearing shall be scheduled for 7:30 p.m., or as soon thereafter as the matter may be heard, on the 2nd day of December, 2013, at the City Council Chambers of the Richland City Hall, where it will hear evidence and consider the comments and testimony of those wishing to speak at such public hearing regarding the moratorium.

Section 4 - Preliminary Findings. Following the public hearing, the City Council shall adopt Findings of Fact justifying its actions before the public hearing, and determine whether a work plan is necessary to address the issues involving the processing, production, and/or retail sales of recreational marijuana within the City and if appropriate, extending the moratorium to complete the work plan and implementation of appropriate regulations.

Section 5 - Effective Date. This Resolution shall be in full force and effect upon its passage and signature below.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 15th day of October, 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER D. KINTZLEY
City Attorney



Council Agenda Coversheet

Council Date: 09/17/2013

Category: Consent Calendar

Agenda Item: C9

Key Element: Key 6 - Community Amenities

Subject: RES 62-13, SURPLUS OF 0.7 ACRES OF HERITAGE HILLS PARK

Department: Parks and Recreation

Ordinance/Resolution: RES 62-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 62-13, declaring 0.7 acres of Heritage Hills Park surplus and authorize the City Manager to complete a property sale to Whitney and Rebecca Mayer and to enter into a development and maintenance agreement with the Sundance Ridge Homeowners Association for the remainder of the park.

Summary:

Heritage Hills Park is an undeveloped 1.6 acre parcel located between the Sundance Ridge, Heritage Hills and Hills West neighborhoods in south Richland (Attachment 1). Land uses adjacent to the parcel consist of existing residential homes on the west and undeveloped, residentially platted land on the south, east and north. Future streets will abut the property on the north and east sides. The site is located within one mile of Hills West Park and Badger Mountain Parks (Attachment 1). The existing park does not meet the current minimum size requirement of neighborhood parks of 3 acres (5 acres optimum) and there is little realistic opportunity to expand the park.

In February 2013 staff presented to the Parks and Recreation Commission a proposal to trade the 1.6 acres of Heritage Hills park for 17 acres on the south side of Little Badger Mountain. An appraisal was completed and the park property was valued at \$43,333 per acre. The trade did not move forward and the Sundance Ridge neighborhood and Staff negotiated a new proposal to surplus 0.7 acres of the park to Whitney and Rebecca Mayer who own property adjacent to the west side of the park (Attachment 1). Proceeds from the land sale will be invested in the park (\$30,333) for fencing and sidewalks and the Sundance Ridge Homeowners Association (SRHOA) propose to develop and maintain the remaining public portion of the park (Attachments 3 and 4).

The proposal will provide a 0.9 acre public park developed with irrigation, fencing, turf, trees and other landscaping. The park would be maintained to City standards through a maintenance agreement with the SRHOA. The Economic Development Committee voted 2 to 1 to recommend approval of the request, the Planning Commission voted 8 to 1 to recommend approval, and the Parks and Recreation Commission voted 4 to 1 to recommend approval. If developed as a typical neighborhood park (turf, trees, playground & curb & sidewalk), the development costs would be approximately \$93,000 and the annual maintenance costs to the City would be approximately \$10,000. The proposal provides a small, privately-maintained public park at no cost to the City. Periodic staff inspections will be necessary to ensure city standards are met.

Fiscal Impact?

☒ Yes ☐ No

A property sale of 0.7 acres will provide \$30,333 of proceeds to be invested into park development at Heritage Hills. These monies will be used to construct sidewalks along Heritage Hills Dr. and Sundance Dr. and fencing along the top of the existing rock retaining wall. Any remaining funds from the \$30,333 will be used for other park development expenses at Heritage Hills. The SRHOA will privately fund the remaining turf, irrigation and tree expenses in addition to the ongoing maintenance of the park to city standards.

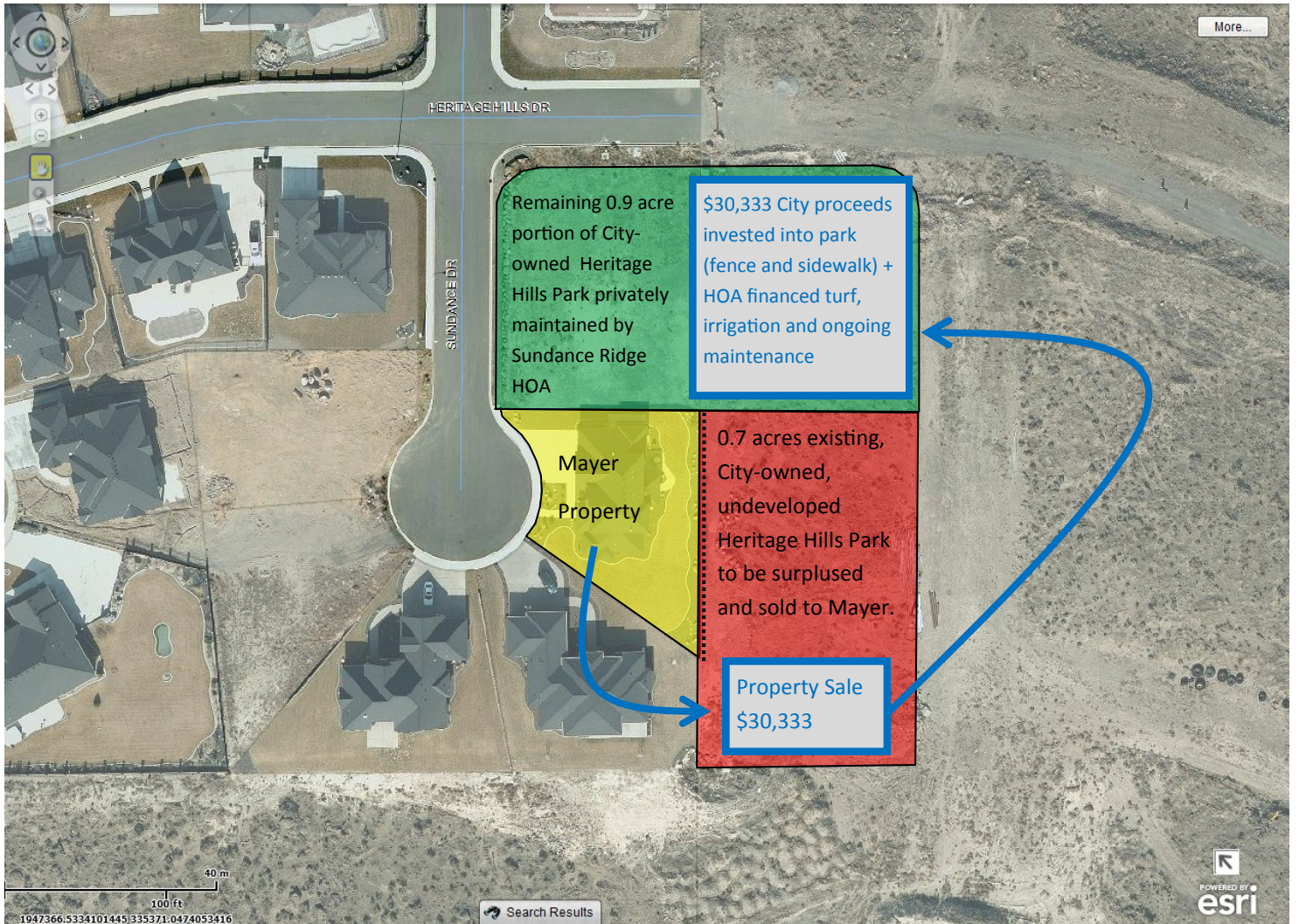
Attachments:

- 1) Vicinity Map and Site Plan
- 2) Resolution
- 3) Maintenance Agreement
- 4) HOA Letter of Support

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:59:31 GMT-0700 2013





RESOLUTION NO. 62-13

A RESOLUTION of the City of Richland
declaring certain real property surplus to the City's
needs.

WHEREAS, the City of Richland owns a park in South Richland known as Heritage Hills Park, located at the intersection of Sundance Dr. and Heritage Hills Dr., and

WHEREAS, the City Council, as legislative authority of the City of Richland, is authorized to declare property surplus per Richland Municipal Code 3.06.030; and

WHEREAS, in 2013, City staff has been negotiating with Whitney and Rebecca Mayer and the Sundance Ridge Home Owners Association in regards to developing and maintaining the park; and

WHEREAS, per the requirements of RMC 3.06.030, the Parks and Recreation Commission voted to recommend approval of the land surplus; and

WHEREAS, the Economic Development Committee also reviewed the proposal and voted to recommend approval of the surplus; and

WHEREAS, the Planning Commission voted to recommend approval of the land surplus; and

WHEREAS, City staff recommends, following the action of the City Council, to surplus the described property attached to this resolution to Whitney and Rebecca Mayer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, as follows:

The City Council finds and declares that certain real property as provided in the attached legal description is no longer needed and therefore is surplus to the City's needs and will be sold to Whitney and Rebecca Mayer at the cost of \$32,500.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 15th day of October, 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

**Maintenance Agreement
between
The City of Richland
and
Sundance Ridge Homeowners Association**

This Maintenance Agreement is entered into on this ____ day of July, 2013, by and between the City of Richland, a Washington municipal corporation, the Lessor (hereinafter referred to as "City"), and Sundance Ridge Homeowners Association, its assigns and successors, the User (hereinafter referred to as "SRHOA").

W-I-T-N-E-S-S-E-T-H

Whereas, the City owns property commonly referred to as Heritage Hills Park, parcel numbers 122984020001000 and 123983000002007 as identified in Exhibit A (the property); and

Whereas, the City desires to enter into an agreement allowing the property to be landscaped and maintained by SRHOA for the purpose of enhancing the appearance of adjoining property and provide passive recreational opportunities;

Now, Therefore, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties agree as follows:

1. SRHOA agrees to landscape and maintain that property identified in Exhibit A. SRHOA shall maintain the property in accordance with the established standards identified in Exhibit B. The City, through the sole discretion of the Parks & Recreation Director, reserves the right to modify the standards established in Exhibit B as necessary to ensure that the City's property is adequately maintained at all times. Any notice of a change to the standards in Exhibit B will be made in writing no less than thirty (30) days in advance of implementation.
2. TERM. The permission granted to SRHOA shall be for a period of twenty (20) years from _____, 2013 and shall cease and terminate at 11:59 p.m. on the 1st day of _____, 2033. Upon application of SRHOA, the City may renew this Agreement for five (5) successive five-year periods subject to the right of the City to revise any of the conditions contained herein and not exceeding a total term of forty-five (45) years.
3. CONSIDERATION. The City shall provide \$30,000 to construct the sidewalk along the constructed portion of Heritage Hills Drive and Sundance Drive, and to install a powder-coated black four-foot tall chain link fence along the top of the rock retaining adjacent to Sundance Drive. Any monies remaining shall be used for park improvements. All other park improvements shall be completed by SRHOA. As this Agreement is otherwise mutually beneficial to the City and SRHOA, there shall be no other monetary payment or additional consideration required by either party.
4. CONSTRUCTION AND MAINTENANCE OF PROPERTY. Except as provided under Section 3 of this Agreement, SRHOA shall pay all costs related to construction and maintenance of the property, including, but not limited to mowing, trimming, fertilization, irrigation, litter control, irrigation water usage, tree care and replacement of landscaping.

Mowing, trimming, fertilization, and irrigation repair shall be completed by a licensed contractor selected by SRHOA. Maintenance of the property shall be to City standards as defined in Exhibit B.

5. IMPROVEMENTS. All improvements proposed by SRHOA shall be reviewed and approved by the City. The City may, at its own expense, construct, repair or improve City-owned utility infrastructure within the property. The City shall provide advance notice to the SRHOA when constructing or repairing said utilities, and will fully restore any damage to the landscaping. User acknowledges that all improvements to the property shall become the property of, and owned by, the City of Richland, and that User does not acquire any ownership interest in said property identified in Exhibit A under any statute or legal theory, including, but not limited to the theory of laches or adverse possession.
7. SITE USE. SRHOA shall only use the property designated by said Exhibit A for the purpose of landscaping, recreational purposes, and other park amenities approved by the City. SRHOA shall be responsible for any and all environmental accidents which may occur in connection with the installation or maintenance of the landscaping, and shall be required to clean-up any spill or other accident to a level acceptable to the City and in conformance with any applicable environmental regulations.
8. INDEMNIFICATIONS AND HOLD HARMLESS. The Lessee agrees to indemnify, defend and hold the City harmless from and against all liabilities, costs, damages and expenses which may accrue, be charged to, or recovered from the City by reason or on account of damage to the property of the City, including environmental damage, injury to, or death of any person arising from Lessee's use, improvement, occupancy, maintenance of, or operations at the premises, provided that the City shall give Lessee prompt and timely notice of any claim made or suit instituted which in any way affects Lessee or its insurer, and the Lessee and its insurer shall have the right to compromise and defend the same to the extent of their own interest. Any final judgment rendered against the City for any cause for which the Lessee is liable hereunder shall be conclusive against the Lessee as to liability and amount.
9. INSURANCE.
 - a. For the duration of this Agreement, the Lessee shall procure and maintain insurance against claims for injuries to persons or damage to property which may arise from or in connection with the use of the premises.
 - b. The Lessee shall provide a certificate of insurance evidencing:
 1. General Liability Insurance covering premises, products-completed operations and contractual liability. The City shall be named as an insured on the Lessee's General Liability insurance policy. The General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 2. The insurance policy shall contain, or be endorsed to contain that the Lessee's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained

by the City shall be excess of the Lessee's insurance and shall not contribute with it.

- c. The Lessee shall provide a certificate of insurance evidencing the required insurance before using the premises in any way. Receipt by the City of certificate of the required certificate of insurance must be filed with the City no later than thirty (30) days prior to using the premises or commencing with any improvements or maintenance identified in Exhibit B. If, at any time, the Lessee is unable to obtain sufficient insurance meeting the above requirements, all activities shall cease until such time as the City is provided with a suitable replacement policy.
 - d. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
10. **TERMINATION.** Either party can terminate this Agreement for just cause by giving the other party thirty (30) days' written notification. "Just cause" shall include, but not be limited to, repeated violations of minor aspects of this Agreement or a single violation of this Agreement which causes or may cause significant property damage or threatens the health, safety or welfare of citizens of Richland or customers of SRHOA. Any waiver of an infraction by the City shall not be deemed to become a waiver of any other infraction which may occur. In the event a disagreement arises between the parties related to interpretation or implementation of the terms of this Agreement, the parties shall schedule a meeting within forty-eight (48) hours of receipt of written notice, one to the other, to resolve the problem or concern before pursuing any legal remedy. A termination of the Agreement shall become effective no later than ninety (90) days from the date of written notification.
11. **REVERSION.** Upon termination or expiration of this Agreement, SRHOA agrees to deliver to the City, without any notice from the City, possession of the property. Upon termination or expiration of this Maintenance Agreement, for whatever reason, all landscaping, irrigation and other improvements will revert to the ownership of the City. The City will not provide maintenance of the premises if the Agreement is terminated.
12. **NOTIFICATION.** The contact point for the City shall be:
- Planning and Capital Projects Manager
2700 Duportail St., Bldg 100
Richland, Washington 99352
Phone: 509-942-7463
- The contact point for SRHOA shall be:
- _____
- _____
- _____
13. **ASSIGNMENT.** User shall not assign, convey or transfer this Agreement or any interest herein without the prior written consent of the City.

14. **LEGAL RELATIONSHIP.** No partnership, joint venture or joint undertaking shall be construed from the existence of this Agreement, and except as herein specifically provided, neither party shall have the right to make any representations for, act on behalf of, or be liable for the debts of the other. All terms, covenants and conditions to be observed and performed by either of the parties hereto shall be joint and several if entered into by more than one person.
15. **SEVERABILITY.** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable as written, the remainder of the Agreement or the applications of the remainder of the Agreement shall not be affected.
16. **GOVERNING LAW/FORUM SELECTION.** Unless otherwise controlled by federal law, the interpretation and enforcement of this Agreement shall be governed by the laws of the State of Washington. The parties agree that Benton County is the appropriate venue for filing of any civil action arising out of this Agreement. User expressly agrees to submit to personal jurisdiction in Benton County Superior Court.
17. **ENTIRE AGREEMENT.** This Maintenance Agreement contains the entire agreement of the parties hereto and supersedes all previous understandings and agreements, written and oral, with respect to this transaction. Neither party shall be liable to the other for any representations made by any person concerning the premises or regarding the terms of this Agreement, except to the extent that the same are expressed in this Agreement. This Agreement may be amended only by written instrument executed by Grantor and User or their lawful successors and assigns subsequent to the date hereof.
18. **LEGAL ACTION.** The parties agree that should legal action be necessary to enforce any of the provisions of this Agreement that the prevailing party will be awarded its reasonable attorney's fees and costs in action.

DATED this ____ day of _____, 2013.

CITY OF RICHLAND

SUNDANCE RIDGE HOA

CYNTHIA D. JOHNSON
City Manager

Its: _____

ATTEST:

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:

HEATHER KINTZLEY
City Attorney

EXHIBIT B

MINIMUM STANDARDS OF MAINTENANCE

Maintenance and Operation

The maintenance and operational needs of the park fall into three major categories including seasonal needs, buildings, and mechanical systems.

Seasonal needs include the following:

- Season Opening
 - Check fencing for damaged or vandalized areas
 - Remove tumbleweeds from fence lines
 - Irrigation water on / check for needed repairs & proper operation
- Operating Season – as needed basis unless otherwise noted
 - Garbage collection
 - Prune trees and shrubs
 - Fertilize grass areas
 - Mow grass (weekly)
 - Weed eat / trim grass areas
 - Vandalism repairs
- Season Closing
 - Irrigation winterization

Sundance Ridge Homeowners Association



P.O.Box 1203
Richland, WA 99352

August 19, 2013

Mr. Phil Pinard
Parks and Recreation Manager
City of Richland
2700 Duportail St., Building 100
Richland, WA 99352

Dear Phil,

SUBJECT: Sundance Ridge HOA Development of Heritage Hills Park

BACKGROUND

Land for a future Heritage Hills Park is situated on the eastern edge of the Sundance Ridge Development on land deeded to the City of Richland by the local developers. The parcel of land does not meet the city's current minimum size requirements for developing and maintaining a park. The residents of Sundance Ridge would like to see a park developed and have offered to participate with the City in making this happen.

The proposal under discussion is for City of Richland to lease $\frac{3}{4}$ acre of its proposed park land to the Sundance Ridge Homeowners Association (HOA), who will develop and maintain a park on this land. The lease price will be a commitment by the HOA to develop, insure and regularly maintain the park in accordance with City standards. The land is currently unimproved desert like grassland and sagebrush.

PROPOSED PARK DEVELOPMENT AND IMPROVEMENTS

As can be seen from the attached map, the proposed site is bordered on the north side by Heritage Hills Drive, on the west by Sundance Drive, and the south by a private residence and to the east by open land.

A licensed landscaping contractor would be used to develop the park. The proposed park land would be cleared of weeds and vegetation, leveled and landscaped and an irrigation system added. The area is serviced by Badger Mountain Irrigation District.

The attached map outlines the proposed development.

Page 2

Concrete sidewalks will be installed along and border of the park on Heritage Hills Drive and Sundance Drive. Above the rocks already placed along Sundance Drive the HOA would have a four foot high fence installed, in accordance with City requirements.

A sprinkler system would be installed to regularly irrigate the entire park area. Grass would be installed over most of the park area (either sod or seeded). A strip of crushed or fractured basalt may be applied along the fence on the Sundance Drive side and along the property edge next to the residence on the south side of the park. Trees and small bushes will be strategically located around the park area. Several benches and possibly a picnic table(s) will be located in the park. The work would be accomplished as rapidly as available HOA funds permit.

A contractor will be engaged to provide regular maintenance to include mowing, fertilizing and weeding as appropriate.

The park will be insured per the city requirements.

The Sundance Ridge HOA supports this plan, and will be voting on it at our next membership meeting. We look forward to working with the Department of Parks and Recreation to see its completion.

Sincerely,

Carl Gustafson

Carl Gustafson
President

Attachments (maps)



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C10

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: RESOLUTION NO. 63-13 APPOINTMENT TO THE UTILITY ADVISORY COMMITTEE: ED REVELL

Department: City Attorney

Ordinance/Resolution: 63-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 63-13, appointing Edward Revell to the Utility Advisory Committee (UAC).

Summary:

The term for Position No. 3, previously held by Jim Carter expired September 19, 2013. UAC Chair Arneson and Council Liaisons Lemley and Christensen are recommending the appointment of Ed Revell to Position No. 3. The term for this appointment is three years or until September 19, 2016.

The applications of Timothy Lewis and Michael Madison were also considered for appointment.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

- 1) Proposed Resolution
- 2) Recommendation and Application

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:04:00 GMT-0700 2013

RESOLUTION NO. 63-13

A RESOLUTION of the City of Richland confirming the position appointment of Edward Revell to the Utility Advisory Committee.

BE IT RESOLVED by the City Council of the City of Richland that the following reappointments to the Utility Advisory Committee are hereby confirmed:

<u>NAME</u>	<u>ADDRESS</u>	<u>POSITION NO.</u>	<u>TERM ENDING</u>
Edward Revell	300 Columbia Pt. Dr.	3	9/19/16

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, at a regular meeting on the 15th day of October 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER D. KINTZLEY
City Attorney

Barham, Debby

From: Steve Arneson <sarneson@gmail.com>
Sent: Wednesday, October 02, 2013 10:18 AM
To: Barham, Debby
Cc: Christensen, Terry; Lemley, Phillip; Hammond, Robert
Subject: UAC Membership Appointment

Good Morning, Debby-

Interviews have been completed of two of the three candidates for appointment to the UAC. The third candidate , Michael Madison, was unable to keep the interview schedule. It is recommended that Ed Revell be appointed to Position 3 to replace Jim Carter who elected not to reapply for appointment. This recommendation is concurred in by both Council Liaisons Phil Lemley and Terry Christensen who participated in the interviews. I will notify Tim Lewis of the selection after Council action.

Steve Arneson
UAC Chairperson



APPLICATION FORM

BOARD ~ COMMISSION ~ COMMITTEE

BOARD/COMMISSION/COMMITTEE FOR WHICH APPLYING:

VAC

NAME: ED REVELL

Contact Telephone: 509-943-5144

ADDRESS: 300 Columbia Pt. DR I136

Alternate Telephone: _____

CITY, STATE, ZIP: RICHLAND, WA 99352

E-mail: edrevell@charter.net

Arts Commission or Parks & Recreation Commission Applicants Only: → Adult: _____ Youth / Grade: _____

LENGTH OF RESIDENCE IN RICHLAND: 28

OCCUPATIONAL AND EDUCATIONAL BACKGROUND: _____

Completed electrical/electronic Apprenticeship program - 1964
BA-ENR - 1988 + ENGINEERING Management post
grad Programs

EXPERIENCE RELATED TO THE BOARD/COMMISSION/COMMITTEE, WHICH YOU ARE APPLYING FOR:

See attachment

ARE YOU CURRENTLY SERVING ON A BOARD, COMMISSION, OR COMMITTEE? IF YES, WHICH:

(An individual is limited to serve on two boards, commissions or committees at the same time)

No

HAVE YOU SERVED ON A BOARD, COMMISSION, OR COMMITTEE BEFORE? IF YES, WHICH:

yes -
several including VAC as a Richland City
Council member.

ARE YOU CURRENTLY AN EMPLOYEE OF THE CITY OF RICHLAND? ☒ No ☐ Yes (if yes, see exemption below)

Per Richland Municipal Code Section 2.28.520, no employee, during his or her term of service in City employment, shall be eligible, or be appointed, to serve on any City board, committee or commission performing an advisory function to the City Council.

A RESUME IS REQUIRED - PLEASE ATTACH IT TO THIS APPLICATION

By submitting this application, I hereby waive my right to privacy with respect to the information contained in my application and any supporting documents attached thereto. The City, its officials, or employees are authorized to make my application and supporting documents available for public inspection, including inspection by members of the media.

In addition, I certify that I am in compliance with the qualification requirements of this appointment.

Date: 8/15/13

Signature: Ed Revell

RECEIVED

Return to:

Office of the City Clerk, P.O. Box 190 MS-05, 975 George Washington Way, Richland, WA 99352

Phone: 942-7388 Fax: 942-7379 Email: dbarham@ci.richland.wa.us

AUG 23 2013

RICHLAND CITY CLERK

15 August 2013 - Resume for Ed Revell

6/2012 to present Member of the **Hanford Advisory Board (HAB)** representing local business interests for **TRIDEC**.

2/2006 – 12/31/2011 Member of the **Richland City Council**

- Served as one of seven members on the Richland City Council (all with equal power). Role was to represent the interests of all citizens of the city by participating in establishing a city vision and long range strategic plan, set policies, adopt ordinances and an annual budget, approve contracts, appoint individuals to commissions, boards and other special advisory entities and to hire the city manager.
- Served for two full terms (four years) as Mayor Pro Tem.
- Appointed by the governor as a Board member for the Hanford Area Economic Investment Fund Committee.
- Appointed as a member of Hanford Communities and the Energy Communities Alliance by the council.
- Appointed as a Board Member on the Tri Cities Regional Public Facilities District (TCRPFD) by the council.
- Appointed as Council Liaison to the Utility Advisory Committee and the Richland Public Facilities District.
- As Mayor Pro Tem served as member of Police and Firefighter's Retirement Boards.

10/1998 to 6/2006 **Benton Public Utility District (BPUD) – Director of Retail Services**

- Member of the Executive Leadership Team and played a key role in the District's strategic planning, Departmental Operational Planning, policy development and economic development initiatives.
- Responsible for managing the development, construction and operation of a Broadband/ Fiber Optics Program.
- Managed the development and implementation for a financial incentive program for energy conservation measures
- Served as the District's representative and/or board member to CARES, NWPPA, NIU, NoaNet, the Columbia Snake River Irrigators Association and several TRIDEC Committees.
- Managed a Customer Services and Key Accounts Program. Frequently met with customer groups to discuss District policies, rates and products and services.
- Managed all activities involving load forecasting, cost of service analysis and rate development studies.
- Served on the Prosser Economic Development Association (PEDA) Board for several years.
- Completed an Electric Utility Executive development program.

1/1985 to 10/1998 **Bonneville Power Administration (BPA)**

- Last assignment (3.5 years) – Served as a **Senior Accounts Executive (GS-15)** responsible for managing BPA's overall relationship with its major customers in the Columbia Basin and SE Washington. Basically, served as the Power Manager for the local area. Negotiated/modified and approved contracts (power sales, conservation and etc) with customers. Visited customers on a regular basis to provide policy and issue updates and to identify and resolve problems. Served as BPA's representative to the American Public Power Association, Washington PUD Association, the Northwest Public Power Council and Northwest Irrigation Utilities. Also conducted regional public rate hearings. Responsible for the development of \$150 Million in annual revenues. Designated a Contracting Officer.
- **Branch Chief in BPA's Nuclear Oversight Office** in residence at the Washington Public Power Supply System (WPPSS – now Energy Northwest [ENW]) for 10 years. Through a staff of senior professionals managed a BPA oversight program for all WPPSS Nuclear Licensing, Q/A, Project Management (WNP-1/3), financial, legal, IT, and other administrative and business functions. Served as the representative of BPA's Administrator to the ENW's Full Board, Executive Board, Participants Review Board and Project Owner Groups. Performed the same role for BPA's ownership interest in the Trojan Nuclear Project. Represented BPA at the American Public Power Association (APPA), Electric Utility Cost Group (EUCG), Nuclear Non Operating Owners Group (A founding member and Past Chairman) and the Public Power Council (PPC).
- Completed an Executive Development Program, an International Energy Policy Development Program and a Power Marketing and Sales Program.

7/1979 to 1/1985 **U. S. DOE/Nevada Operations Office (NVOO)**

- Last assignment – Served 3.5 years as the **DOE Site Manager** of the Tonopah Test Range (TTR). Responsible for oversight of all DOE/NVOO's contractors involved in the design, construction and civilian maintenance and operation support for all on – site facilities supporting the U. S. Air Force F-117A Stealth Fighter Base. Civilian counterpart to the Air Force Base Commander. On several occasions also served as the Acting Director of the Nevada Test Site Support Office.

- Test Operations Officer and War Room briefer at the Nevada Test Site for the Underground Nuclear Testing Program - responsible for oversight of the off-site health safety program and NTS site security during testing periods.
- Served as the Executive Secretary for the Containment Evaluation Panel (CEP) and prepared the correspondence and documentation for DOE headquarters for the Presidential Detonation Authority.
- Provided DOE oversight and project management for several radio nuclide uptake studies at the Area 12 EPA farm and the on-site Low Level nuclear waste disposal site at the Nevada Test Site.
- Logistics Officer for the Nuclear Emergency Search Team (NEST). Completed training and was certified/qualified to respond to potential nuclear threats and emergencies when activated.
- Completed extensive training and was certified as a Contracting Officer and Project Manager for DOE.

2/1959 to 7/1979 Held a variety of U. S. Navy civilian positions around the USA – Last assignment was at the **Strategic Weapons Facility – Pacific** in Bangor, WA as **Resource Manager** for the Weapons Dept.

- Responsible for all Production Control functions related to maintaining a sufficient inventory of operationally ready Polaris Missiles for the Pacific Fleet.
- Responsible for inspecting and accepting for the Navy all modified and new facilities related to the conversion of the base to process the TRIDENT missile.
- Completed training as a Nuclear Weapons Officer through Kirkland AFB, NM.
- Managed a workforce of about 50 military and 50 civilians.

Special Recognition:

- Civilian medal equal to the military silver star awarded by Sub Base Bangor for role in TRIDENT missile conversion (1979)
- Several USAF Tactical Air Command (TAC) Awards for Professional Excellence (3) for efforts at Tonopah Test Range (1985)
- Wood Badge Award (1983), Award of Merit (1984) and Silver Beaver Award (1989) from Boy Scouts of America
- Federal Employee of Year for annual community service awarded by the Greater Portland Federal Executive Board (1994)
- Rotary Distinguished Service Award by Richland Rotary Club (1994 through 1996)
- U. S. DOE Distinguished Career Service Award by the BPA Administrator on retirement (1998)
- Rotarian of the Year Award by the Pasco-Kennewick Rotary Club (2007 – 2008)

Descriptors heard most often from others:

- Big picture person with broad experiences
- Good listener
- Fair and even handed
- Maintains an open mind
- High integrity
- Reliable and predictable
- Thoughtful and thorough – excellent researcher - does his homework
- Strong sense of community and civic responsibility

Strengths/High skills areas

- Strategic thinker
- Support of Economic Development (TRIDEC, PEDDA, Port District's and etc.)
- Experienced with governmental processes at all levels (federal, state and local)
- Utility benchmarking and performance measurement
- Knowledge of Broadband and electric utility business
- Knowledge of state/regional water, fish, power and water issues
- Contract development and administration
- Assessing the impact of proposed legislation (federal and state)
- Team building/team work and relationship building
- Local Board memberships (Rotary, Boys and Girls Clubs, WSU MESA and etc.)
- Written and oral communications



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C11

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: RESOLUTION NO. 64-13, APPRECIATION FOR SERVICE ON THE UTILITY ADVISORY COMMITTEE

Department: City Attorney

Ordinance/Resolution: 64-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 64-13, expressing appreciation to Jim Carter for service on the Utility Advisory Committee (UAC).

Summary:

Jim Carter was appointed to the UAC in September 2010 and served until his term expired in September 2013.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

1) Proposed Resolution

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:49:35 GMT-0700 2013

RESOLUTION NO. 64-13

A RESOLUTION expressing the appreciation of the City of Richland and its citizens to Jim Carter for the service he rendered to the City as a member of the Utility Advisory Committee.

BE IT RESOLVED by the City Council of the City of Richland, Washington, that the City and its citizens express publicly and formally to Jim Carter, their appreciation for the service he rendered to the City during his tenure as a member of the Utility Advisory Committee.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 15th day of October 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C12

Key Element: Key 3 - Economic Vitality

Subject: RES. 65-13, LOAN REQUEST TO THE HANFORD AREA ECONOMIC INVESTMENT FUND FOR BROADBAND

Department: Community and Development Services

Ordinance/Resolution: 65-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 65-13, authorizing the application for a Hanford Area Economic Investment Fund loan to obtain operating capital for the Broadband Fund and authorize the City Manager to execute said loan if awarded.

Summary:

Council adopted Resolution No. 32-12 that authorized the construction of approximately 25 miles of the fiber optic cable throughout the City of Richland. This fiber optic backbone will provide connectivity for Richland's administration network, the SCADA network for Richland utilities, and the Richland School District network within Richland City Limits. The backbone is being constructed with additional capacity. This additional capacity is available to third parties through a dark fiber lease. Making this additional capacity available will lower the cost of entering the market, increase competition, and ensure that access to broadband can be found at a reasonable cost.

Fiber optic extensions are required to connect final customers to the backbone. These fiber extensions are owned and paid for by the City. The City receives 50% of the extension cost up-front, and the remainder is adsorbed into the first years of the lease. Given this industry pricing model, the Broadband Fund requires operating capital until stabilization occurs. This stabilization was going to occur through the Industrial Development Fund, but the repurchase of Tract D and Tract E at Columbia Point has left little operating capital in that fund. Given that the loan term exceeds three years, an interfund loan is not appropriate, leaving some sort of third party loan as the only alternative.

The Hanford Area Economic Investment Fund provides loans to public agencies for the development of infrastructure that promotes economic development. Reasonably priced access to high speed broadband is a critical component of any economic development recruitment or retention effort. Access and pricing for broadband is just as critical in a business recruitment effort as access to roads and utilities. The dark fiber lease model will enhance access to reasonably priced broadband.

The Hanford Area Economic Investment Fund loan interest rate is approximately 3%. This compares favorably to quotes of 5.5% to 6% for a fixed interest loan that staff received from several local financial institutions. Business lines of credit can be found at zero plus prime (currently 3.25%), but that would be a variable rate that would fluctuate over the course of the financing.

Fiscal Impact?

☒ Yes ☐ No

The attached proforma shows the estimated impact of a \$200,000 loan at 3% interest rate for a seven year term for a total of \$221,984. The loan provides sufficient operating capital and eventually a reserve will be in place within the Broadband Fund that will serve the same purpose. Similar commercially available loans are running between 5.5% and 6%.

Attachments:

- 1) Proposed Resolution 65-13
- 2) HAEIF Loan Application
- 3) Proforma

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:02:04 GMT-0700 2013

RESOLUTION NO. 65-13

A RESOLUTION of the City of Richland authorizing the submission of a loan application to the Hanford Area Economic Investment Fund to support the development of fiber optic cable and enhanced access to reasonably priced broadband.

WHEREAS, Richland City Council passed Resolution 32-12, which authorized the development of a fiber optic backbone within the City of Richland; and

WHEREAS, Resolution 32-12 also approved leasing excess capacity fiber optic cable to third parties to generate additional revenues and enhance access to broadband in commercial and industrial areas throughout the City; and

WHEREAS, the standard practice for extending fiber optic cable from the backbone to the end user requires fifty percent (50%) of the development cost to be paid by the third party as a non-recurring cost during construction with the remaining cost of development to be paid back within the first three (3) years of the dark fiber lease; and

WHEREAS, additional revenues are generated over the term of the dark fiber lease that offset development costs of the fiber optic backbone; and

WHEREAS, the funding model for fiber optic cable extensions create an operating capital deficit during the first several years of the City's broadband initiative; and

WHEREAS, this operating capital deficit can be financed; and

WHEREAS, the Hanford Area Economic Investment Fund offers low interest loans to public agencies for the development of infrastructure which supports economic development; and

WHEREAS, enhanced access to reasonably priced broadband will create economic development within commercial and industrial areas; and

WHEREAS, allowing third parties to access excess capacity dark fiber over the City's backbone will reduce market entry costs, increasing competition and lowering broadband prices.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, Washington that the Council authorizes the City Manager to sign the Hanford Area Economic Investment Fund Loan Application.

BE IT FURTHER RESOLVED that staff should make the necessary budget adjustments to receive any loaned funds as appropriate.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 15th day of October, 2013.

JOHN FOX
Mayor

ATTEST:

MARSHA HOPKINS
City Clerk

APPROVED AS TO FORM:

HEATHER KINTZLEY
City Attorney



HANFORD AREA ECONOMIC INVESTMENT FUND

PUBLIC INFRASTRUCTURE LOAN PROGRAM **APPLICATION FOR FUNDING**

CERTIFICATION

Government applicant:

Contact person: Gary Ballew
Title: Economic Development Manager
Phone number: 509.942.7763
Address: 975 George Washington Way
PO Box 190, MS 18
e-mail address gballew@ci.richland.wa.us

Amount of HAEIFC loan requested: \$200,000

Other funding sources/amount: \$ 2,300,000

Total cost of project: \$ 2,500,000

Project description: The City of Richland is constructing a \$2.3 Million fiber optic backbone throughout the City. The backbone will serve the needs of Richland, Richland utilities, and the Richland School District. It is being constructed with sufficient capacity to allow 3rd party leases across the backbone. We believe this will lower the cost of entering the market, increase competition and ensure that access to broadband can be found at a reasonable cost. The purpose of the loan is to provide operating capital to support the extension of fiber for 3rd parties. It will be repaid through the generation of dark fiber lease proceeds.

Attach resolution authorizing this application.

Declaration: I HEREBY CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION TO THE HANFORD AREA ECONOMIC INVESTMENT FUND COMMITTEE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature of official responsible

Print or type name and title

A. REQUEST FOR FUNDING

In order to expand the development and diversification of the economy of Benton and Franklin Counties, the HAEIFC has been authorized to make loans and grants to political subdivisions of Benton and Franklin Counties to assist qualified applicants by financing all or part of the cost of public facilities.

Loan amounts will be coupled with or accepted interest rate based on the current treasury bond rate at the time of application and may be adjusted based on closing date. The first payment will normally be due monthly after closing. Beginning payment start date can be negotiated based on project start date but no longer than 6 months from the time of closing.

A1. Indicate what type of HAEIFC funding you are requesting.

A loan of \$ 200,000

Indicate the loan payment schedule: A. Monthly

B. Semi annually

A2. a.) If HAEIF decides to award a loan of HAEIF funds to your entity, how will the loan be repaid? The loan will be repaid via dark fiber lease proceeds. Dark fiber leases are traditionally priced with 50% of the fiber extension costs paid up-front (non-recurring). The additional costs are paid back at least within the first three years of the lease. As the City's dark fiber lease program is just starting, this has created an operating capital issue. A \$200,000 loan paid off over seven years will provide sufficient operating capital to take the program to stabilization.

Note: If an HAEIF loan is given to a jurisdiction, that jurisdiction is obligating its full faith and credit to repay the loan, regardless of the project which prompted the application for HAEIF funding.

B. IDENTIFICATION OF PUBLIC FACILITY PROJECT AND COSTS

(The term public facilities may include development of land and improvements for public facilities, as well as the acquisition, construction, rehabilitation, alteration, expansion or improvement of such a facility.)

B1. Describe the entire public facility project, including the parts that you are not asking HAEIF to fund. Attach any appropriate sketches.

The project includes the extension of approximately 25 miles of fiber optic cable throughout the City of Richland (backbone). Installation methods include trenching, directional drilling and utilizing the communications envelope of existing overhead utilities. In most places the City will be installing a 288 count fiber optic cable. One-half of the fiber strands (144) are reserved for use by the City of Richland, its utilities SCADA networks and the Richland School District. The remaining fiber strands (144) are available for lease to the third parties. Fiber optic extensions are required to connect final customers to the backbone, these fiber extensions are owned and paid for by the City. The City receives 50% of the extension cost up-front while the remainder is adsorbed into the first years of the lease. Given this industry pricing model the project requires operating capital until stabilization occurs. Later phases of the project will include distinct commercial district builds, such as the Tri-Cities Research District. These builds will provide additional fiber builds that will reduce the distance between the backbone and the final customers.

B2. Identify the location of the public facility project. Attach a map of the area.

The project is throughout Richland. See attached map.

B3. What is the potential private development associated with this public facility project?

Excess fiber capacity is available for third party lease. Those private parties will be investing in electronics to light the fiber, as well as staff to maintain the electronics. The real private development benefit is from what broadband provides to existing and new businesses.

B4. Describe how the public facility project will enhance or encourage other development in the immediate area.

As Richland extends its backbone it will also be extending into some commercial areas that are underserved. Initially that includes the Tri-Cities Research District and the Horn Rapid Industrial Park and Business Center. Reasonably priced access to high speed broadband is a critical component of any economic development recruitment or retention effort. Access and pricing for broadband is just as critical in a business recruitment effort as access to roads and utilities. Richland believes the dark fiber business model will enhance access to broadband in commercial areas and we have no plans on becoming a provider of wholesale or retail broadband services.

B5. List all permits required for the public sector project and give their current status (applied for, application being prepared, permit issued, etc.). Provide a narrative discussion of the status of all environmental permits and all environmental issues.

Permit	Issuer	Status	Anticipated Completion Date
Right of Way	City of Richland	Approved	Done
Crossing Permit	TCRY	Pending	December 2013

B6. Will this project upgrade an existing facility? ☐ YES ☐ NO Build a new one? ☒ YES ☐ No
 What other services will the proposed facility provide to the community? For example, will it solve any continuing physical problems in the area?_The fiber optic backbone will replace Richland and Richland School District's reliance on an institutional network provided by Charter cable. The backbone will provide enhanced service to three public networks, City of Richland Administrative, Richland Utilities SCADA, and Richland School District. By having a city owned backbone we also open up communication potential for Smart Grid and emergency responder wi-fi.

B7. Provide a cost breakdown of the project components for the public facility project, including miscellaneous costs:

Design	\$ 150,000
Facility Setup & Installation	\$ 150,000
Construction Management & Inspection	\$ 150,000
Material Procurement	\$ 450,000
Fiber Backbone Construction	\$ 1,400,000
Operating Capital	\$ 200,000
	\$
Total Cost	\$ 2,500,000

(Amount should equal total on Page 1)

B8. List each funding source and amount, note whether the amount has been provided or is being requested. Give the date that the funds were approved or the date that requested funds are expected to be approved:

Source	Date	Amount
HAEIF loan requested		\$ 200,000
Broadband Bond	March 2013	\$ 2,300,000
		\$
		\$
		\$
		\$
Total funding		\$ 2,500,000

B9. What is the projected annual operating cost of the proposed public facility project? \$ 25,000

B10. Provide a detailed scope of work:

Installation of conduit, vaults, and fiber optic cable in existing and new conduit as well as installation of fiber optic cable on aerial infrastructure. Two communications shelters/huts will also be installed. The placement of the fiber optic system will enter and exit the electric utility zone located in the power space. Additional scope of work can be provided from the Request for Bids document on request.

B11. Provide a detailed budget and timeline for the project:

A pro forma for the broadband fund is attached that runs through 2021. A construction budget was provided in B7. Construction of the fiber backbone started in 2011 with the construction of fiber along Columbia Point Drive. Prior to the main construction project, which is underway, the City partnered with a number of different entities to complete portions of the project. The most notable of which was a partnership between Richland, Benton PUD and Department of Energy to extend fiber optic cable along George Washington Way from University Drive (WSU-TC) to Knight Street (Federal Building). The bulk of the fiber is under construction now and will be completed by March 2014. Additional budget information and construction timeline for remaining project can be provided on request.

C. Private Sector Involvement

C1. The Municipal Loan Program is designed to assist communities in Benton and Franklin Counties to provide public infrastructure that will enable the private sector to locate businesses in an area zoned for commercial, light industrial, heavy industrial or commercial winery development zoning code. The application should address the following issues:

- Potential clients and approximate timing.
- Estimated private capital that can be expected to occur.
- Projected private sector employment for the first five years.
- An explanation of the need for the public improvement.

While the Broadband project will extend fiber optic to a number of commercial/industrial/tech districts within the City, we will focus our response on the impacts of extending fiber within the Horn Rapids Industrial Park (HRIP). Again, the requested loan will provide operating capital necessary to enter into dark fiber leases that will cover 'last mile' connectivity.

- a) In HRIP there are three specific clients who have requested fiber connectivity. They include Schaeffer Industries Steel (SI Steel) (2014), ConAgra Lamb Weston (2014) and Mohr and Associates (2013).
- b) SI Steel is investing \$4,000,000 in a steel machining operation, primarily targeted toward the wine industry. This will be their initial development and they have proposed future development beyond that, including consolidating their back of house operations into the facility if they have access to broadband. ConAgra Lamb Weston is proposing to construct a state of the art automated cold storage warehouse facility. This will be a consolidation of refrigerated storage for four of their regional plants. The facility will need access to broadband for logistics. The facility investment is estimated at \$35,000,000. Mohr and Associates is an existing Richland company building a new facility so they can expand. They provided high tech test and measurement capabilities for industry, which requires access to broadband. They are investing \$2,000,000 in their new facility.
- c) SI Steel – 30, ConAgra Lamb Weston – 100, Mohr and Associates – unknown
- d) See answers in b)

C2. Describe the project and its fit within the overall Economic Development Plan of the community.

As a general economic development principal, Richland is seeking to diversify its economy away from reliance on Hanford. This will require growth in other Richland industry clusters, including technology and manufacturing. Access to reasonably priced broadband is a critical element in recruiting new companies and helping to grow existing companies. Companies now request information on access to broadband as much as they ask about access to rail, roads, power, water and wastewater. Richland also sees itself as a high-tech community, garnering attention as the eleventh geekiest city in the nation according to Forbes. To realize its full potential it needs to be a wired community as well.

By developing the City's fiber optic backbone with additional capacity, and by making this capacity available to 3rd parties, the City believes it will reduce market access costs that will increase competition, which in turn will drive down broadband prices. Eventually the fiber optic backbone could allow the community to pursue other high tech initiatives or initiatives that will aid in branding the community as a high tech community (recall Tacoma's most wired city promotion). Such initiatives could include smart grid, transportation, and public safety that would directly support the community or initiatives such as free wi-fi in the public parks, which would aid in branding the community as high-tech.

C3. In the case where a firm has already indicated to the community that it has a strong interest in location within that community describe the proposed private sector development or expansion project.

See answers in C1

D. ECONOMIC IMPACT ON THE COMMUNITY

D1. Describe the current economic conditions of your community. Provide the most recent data available. If specific data are not available or further description is needed, provide narrative information describing the economic situation of the jurisdiction.

	Data	Date of Estimate
Total population	51,150 (per OFM)	April 2013
Total labor force	24,710 (Claritas)	2012
Unemployment rate	8.1% (U.S. Bureau for Benton County)	June 2013
Per capita income	\$30,889 (Claritas)	2012
Household vacancy rate	Unknown	
Per capita project cost	\$48.88	

Explanation:

D2. Population change is an important indicator of general economic growth or decline. How has the population changed in your community?

	Data	Date of Estimate
Total population	51,150	April 2013
Total population	48,058	2011 Census
Percent change	6.4%	

Explanation:

D3. One of the goals of HAEIFC is to encourage diversification of the employment base in communities. Describe the current employment profile of your community and indicate how this project will bring about diversification:

Richland and the Tri-Cities in general, is diversifying itself away from reliance on Hanford for employment. Reliance is still heavily stilted towards federal spending as the Pacific Northwest National Lab (PNNL), which has little to do with Hanford, receives most of its money from federal sources. Many of the region's largest employers are located in Richland, including a number of federal contractors related to Hanford clean-up, as well as Battelle, who manages PNNL. Part of our diversification relies on growth of the non-federal tech sector. Growth in private tech companies will require access to reasonably priced high-bandwidth broadband. We believe the City's dark fiber model will provide this access to all commercial areas within the City where this growth may occur. Access to broadband will also assist in the continued growth of the medical industry cluster and the education cluster in Richland's Central Business District.

D4. Describe any other direct or indirect economic benefits to the community that are anticipated because of this project: Eventually the fiber optic backbone could allow the community to pursue other high tech initiatives or initiatives that will aid in branding the community as a high tech community (recall Tacoma's most wired city promotion). Such initiatives could include smart grid, transportation, and public safety that would directly support the community or initiatives such as free wi-fi in the public parks, which would aid in branding the community as high-tech.

D5. Provide evidence of local support for this project. Note: Examples of local support could include letters from local city councils, county commissioners, chambers of commerce, etc. Statements from the local city council and county commissioners are strongly encouraged. A statement from Tridec is also encouraged.

Attached is the Resolution passed by Richland City Council as well as letters of support from Port of Benton and the Tri-Cities Research District.

E. FINANCIAL INFORMATION ON CITIES, TOWNS, AND COUNTIES

(Port districts should complete Section F: Financial Information on Port Districts.) This section examines the general financial status of cities, towns, and counties to determine ability to support project costs. Questions 1-11 examine the current fiscal status of the jurisdiction. Questions 13-16 examine potential revenue generated by the private sector project.

E1. For each fund indicated, provide total expenditures, revenues and ending fund balance for prior year.

(From 2012 CAFR, excluding other financing sources and uses, such as interfund transfers, debt issuance, and capital dispositions)	Revenues (Prior Yr. Actual)	Expenditures (Prior Yr. Actual)	Total Ending Fund Balance
General Fund	\$ 42,799,605	\$ 41,926,416	\$ 10,530,338
Utility Fund	\$ N/A	\$ N/A	\$ N/A
Sewer	\$ 8,816,513	\$ 8,434,986	\$ 45,805,148
Water	\$ 12,568,500	\$ 11,153,862	\$ 46,562,711
Electricity	\$ 48,413,848	\$ 50,967,629	\$ 51,021,571
Other Enterprise Funds (List funds that apply to HAEIFC project:			
	\$	\$	\$
	\$	\$	\$
Special Revenue Funds:			
Street Maintenance & Construction	\$ 5,264,036	\$ 7,853,200	\$ 2,556,803
Motor Vehicle Gas Tax Fund	included above	included above	included above
List other funds that apply to HAEIFC project:			
Broadband * **	\$ 12,390	\$ 514,039	\$ (501,649)
Industrial Development	\$ 1,831,115	\$ 1,595,250	\$ 925,103

* 2012 broadband capital costs/deficit incurred were reimbursed with proceeds of GO Bonds in March 2013.

** beginning 2013 broadband fund receives an allocation toward debt service & maintenance from General Fund and Utilities

Identify funds that could repay a HAEIFC loan. If any of these funds cannot be used for the HAEIFC project, please explain. (Explain future capital needs in the context of these funds and describe how future needs are anticipated to affect fund balances.)

In general, is this prior years' information on funds representative of the past five years' experience?
X Yes ☐ No – If not, please explain: With exception of Broadband fund, which is new, and won't be fully operational until 2014. Fund begins receiving an allocation from General Fund and Utilities in 2013 toward debt service on GO bonds.

E2. In the context of the local government's overall annual budget, including anticipated future capital needs, evaluate the need for HAEIFC assistance:

Once operational, Broadband will be run out of an internal service fund. The term of the operating capital loan is of longer duration than what we can do with an interfund loan. Our economic development fund is at a deficit due to the need to repurchase property from ConAgra Lamb Weston at Columbia Point in 2013.

E3. Calculate your jurisdiction's debt capacity for each of the following type of bonds. *(Refer to Revised Code of Washington 39.36.020 for more detail.)* **SEE ATTACHED DEBT CAPACITY CALCULATION**

Non-voter-approved general obligation bonds:

\$	X	=	\$
Total Assessed Valuation	Debt Limit (.0075)		Debt Capacity
		Minus	\$ Outstanding debt
		Equals	\$ Remaining debt capacity

Voter-approved general obligation bonds:

General purpose

\$	X	=	\$
Total Assessed Valuation	Debt Limit (.0025)		Debt Capacity
		Minus	\$ Outstanding debt
		Equals	\$ Remaining debt capacity

Voter-approved general obligation bonds:

Utility purposes, cities only

\$	X	=	\$
Total Assessed Valuation	Debt Limit (.0025)		Debt Capacity
		Minus	\$ Outstanding debt
		Equals	\$ Remaining debt capacity

E4. Will the local government use general obligation bonds for the construction of this public facility project? ☒ Yes ☐ No. If not, please explain. (e.g., future capital finance needs, limited debt capacity, issuance costs, etc.)

E5. Has the use of revenue bonds been explored for this public facility project? ☐ Yes ☒ No. Explain the outcome and describe why revenue bonds would or would not be applicable for this project.

Revenue bonds are not applicable because, while we are entering into dark fiber leases leveraging the broadband system this is a secondary use. Primary use of the broadband fiber infrastructure is to support governmental operational communications needs.

E6. Regular LOCAL taxing authority: *(Indicate n/a if not applicable.)*

What is your jurisdiction's general property tax rate per \$1,000 in assessed valuation?
\$2.61151603 in 2013

Has the jurisdiction ever voted to increase the regular property tax rate over the 106% lid?
☐ Yes ☒ No. If yes, when?
(See revised Code of Washington State 84.55 for provisions.)

What is the LOCAL sales tax rate? 0.85 %

What is the LOCAL Real Estate Excise Tax rate? 0.5 %

What is the LOCAL Business & Occupation Tax rate? N/A %

What is the LOCAL Utility Tax rate? Ranges from 7.5% - 12.263%

E7. Revenue from local tax sources: Provide the amount of revenue from each local source for the prior year.
(Indicate n/a if not applicable.)

Property Tax	<input type="checkbox"/> n/a	\$ 12,615,011
Sales Tax	<input type="checkbox"/> n/a	\$ 8,375,646
Real Estate Excise Tax	<input type="checkbox"/> n/a	\$ 1,382,607
B & O Tax	<input checked="" type="checkbox"/> n/a	\$
Utility Tax	<input type="checkbox"/> n/a	\$ 10,239,354

In general, is this prior year's information on taxes representative of the past five years' experience?
☒ Yes ☐ No

If not, please explain. Also, describe any anticipated future events that would change this pattern:

E8. Describe the community's tax burden and the overall ability to repay a HAEIFC loan.

The community's tax burden is relatively moderate. Specifically, Richland has not increased their ad valorem tax levy in the last 4 years, resulting in a minor decrease in the levy per \$1,000 AV each year.

E9 Special Assessments:
Has jurisdiction used authority to form ULIDs, LIDs or RIDs to make special assessments for capital projects? ☒ Yes ☐ No

Date of the last ULID, LID, or RID formed: 5/21/13. Project cost: \$ 214,160.39

Was a ULID, LID, or RID considered for this public facility project? ☐ Yes ☒ No

E10 A few of the other sources of funding for economic development projects are listed below. Indicate whether your jurisdiction has made application to any of the funding sources for this public facility project and what the outcome was:

Federal	Yes	No	Outcome
Economic Development Administration Farmers Home Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

State	Yes	No	Outcome
Transportation Improvement Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Department of Community Trade & Economic Development Community Development Block Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Development Loan Fund	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
HUD 108	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

State	Yes	No	Outcome
Public Works Trust Fund	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Department of Ecology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Explain the outcome of the investigation of other funding sources:

- E13. Whenever the HAEIFC is considering awarding grants or loans for a county, city, or town to finance public facilities, it shall consider whether the county, city, or town that is requesting the grant or loan is a party to a county-wide planning policy relating to the type of public facility for which then grant or loan is sought. Is your city, town or county a party to such a policy?
☐ Yes ☒ No
Please explain and provide a letter or statement from the planning jurisdiction to that effect.

F. FINANCIAL INFORMATION ON PORT DISTRICTS

(Jurisdictions other than Port Districts should skip this section.)

This section examines the general financial status of the district to determine its ability to support project costs. Questions 1-8 examine the current fiscal status of the district. Questions 9-12 examine the potential revenue generated by the private sector project.

F1. Statement of Operations for Prior Year

Operating Revenues	\$
Operating Expenses	\$
Income from Operations	\$
Other Income	\$
Net Income	\$
Reserves	\$

Identify funds that could repay a HAEIFC loan. If any of these funds cannot be used for the HAEIFC project, please explain. (Explain future capital needs in the context of these funds and describe how future needs are anticipated to affect fund balances.)

In general, is this prior year's information on funds representative of the past five years' experience?
☐ Yes ☐ No – If not, please explain.

F2. In the context of the port's overall annual budget, including anticipated future capital needs, evaluate the need for HAEIFC assistance.

F3. Calculate the general obligation bond debt capacity for your district. (Refer to Revised Code of

Washington 39.36.020 and 53.36.030 for more detail)

Non-voter approved general obligation bonds

\$	X	= \$
total assessed valuation	debt limit	debt capacity

Minus outstanding debt	\$
Remaining debt capacity	\$

Voter-approved general obligation bonds

\$	X	= \$
total assessed valuation	debt limit	debt capacity

Minus outstanding debt	\$
Remaining debt capacity	\$

F4. Will the local government use general obligation bonds for the construction of this public facility project? ☐ Yes ☐ No - If not please explain (e.g., future capital finance needs, limited debt capacity, issuance costs, etc.)

F5. Has the use of revenue bonds been explored for this public facility project? ☐ Yes ☐ No
Explain the outcome and describe why revenue bonds would or would not be applicable for this project.

F6. Regular taxing authority.

What is the district's current property tax rate per \$1,000 in assessed valuation?

Has the district ever voted to increase its property tax rate over the 106% lid? ☐ Yes ☐ No
(See Revised Code of Washington 84.55 for provisions.) If yes, when?

F7. Indicate the amount of revenue your jurisdiction received for the following revenue sources for the prior year. Include under property tax, in-lieu-of property tax revenues such as leasehold excise tax.

Property tax	\$
Property tax designed for G.O. bond debt	\$
Operating revenues: rents and leases	\$
Operating revenues: fees and charges	\$

In general, is this prior year=s information on revenues representative of the past five years= experience? ☐ Yes ☐ No – If not, please explain. Also, describe any anticipated future events that would change this pattern.

F8. How will the HAEIFC project be maintained by the applicant? Please explain.

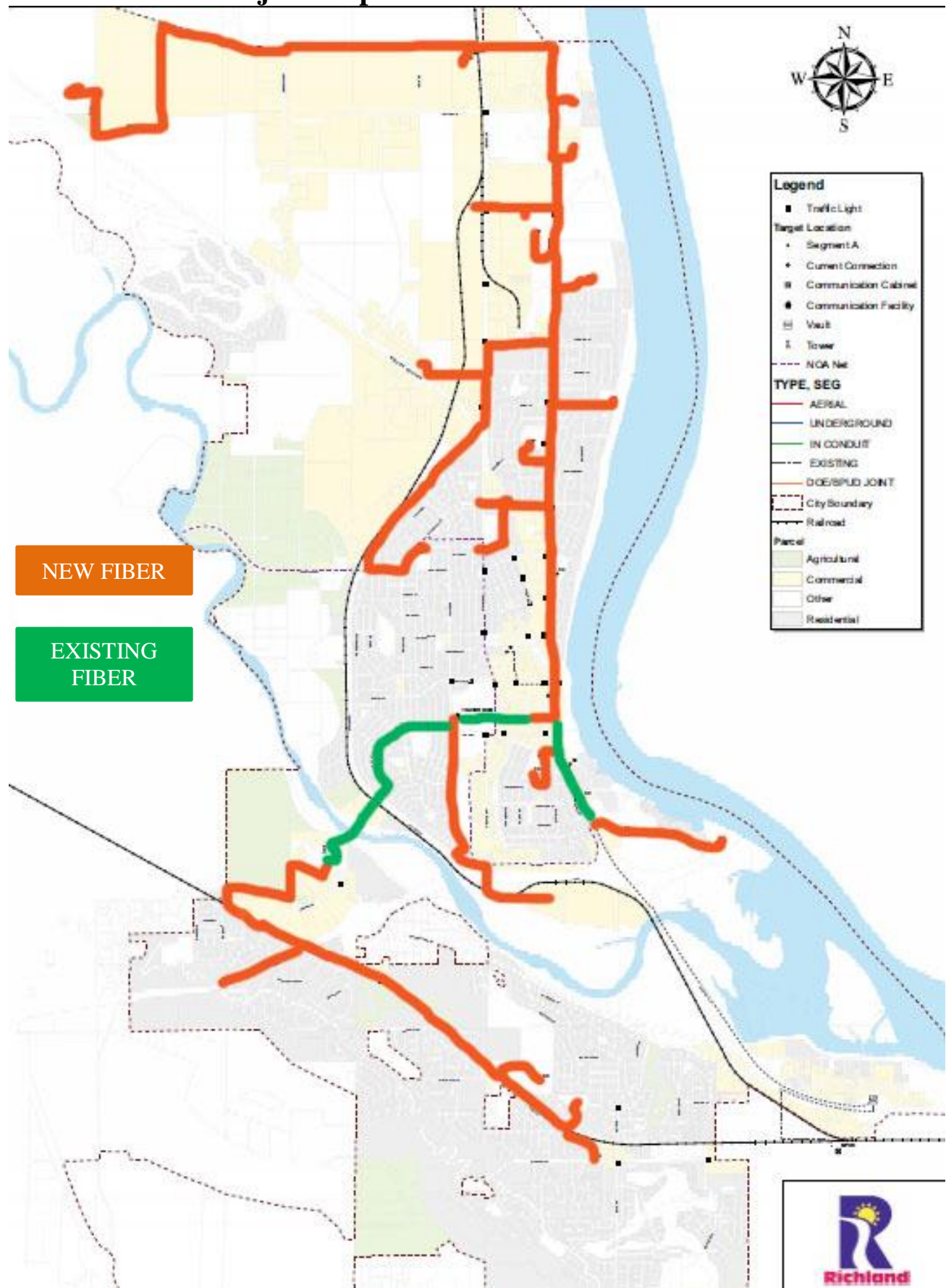
F9. Whenever the HAEIFC is considering awarding grants or loans to a special district (e.g., port district, public utility district, etc.) To finance public facilities, it shall consider whether the county, city or town in whose planning jurisdiction the proposed facility is located is party to a county-wide planning policy relating to the type of public facility for which the grant or loan is sought. Is the city, town, or county where the project is located party to such a policy? ☐ Yes ☐ No

Please explain and provide a letter or statement from the appropriate planning jurisdiction to that effect.

HAEIF does not discriminate with regard to race, color, religion, national origin, sex, marital status, age (provided the applicant has capacity to contract), receipt of income from public assistance programs, and good faith exercise of any rights under the Consumer Credit Protection Act. Individuals with disabilities can be accommodated upon advance notice.

Attachment A: Resolution

Attachment B: Project Map



Attachment C: Pro Forma

			2013	2014	2015	2016	2017	2018	2019	2020	2021			
Beginning Fund Balance			\$ -	\$ 87,059	\$ 86,611	\$ 86,163	\$ 80,603	\$ 69,931	\$ 59,259	\$ 48,587	\$ 37,915			
Revenues														
	Bond Proceeds		\$ 2,300,000											
	BLRF		\$ -											
	Seed Money (HAEIF Loan)		\$ 200,000											
	General Fund		\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000			
	Utilities		\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000			
	RSD		\$ -	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840			
	DF Leases													
		Battelle	\$ 25,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
		Pocket I-Net (McCurley)	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800			
		BPUD (Verizon)	\$ 42,450	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200			
		BPUD (AT&T)	\$ 74,255	\$ 23,184	\$ 23,184	\$ 18,072	\$ 12,960	\$ 12,960	\$ 12,960	\$ 12,960	\$ 12,960			
		FPUD (Lourdes)	\$ 5,910	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240			
		Pocket I-Net (GESA)	\$ 18,018	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480			
Total Revenues			\$ 2,760,095	\$ 206,264	\$ 206,264	\$ 201,152	\$ 196,040	\$ 196,040	\$ 196,040	\$ 196,040	\$ 196,040			
Expenses														
	Bond Payment		\$ 75,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000			
	Repayment to Energy Services		\$ 707,945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Construction of Fiber Backbone		\$ 1,592,055	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Maintenance (Fiber, Facility, Equipment)		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000			
	BPUD (Verizon) Build		\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	BPUD (AT&T) Build		\$ 139,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	FPUD (Lourdes) Build		\$ 8,581	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Pocket I-Net (GESA)		\$ 20,305	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Repayment of Seed Money (P&I)		\$ -	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712		note \$200,000 at 7 years		
Total Expenses			\$ 2,673,036	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 175,000			
Net Income (Loss)			\$ 87,059	\$ (448)	\$ (448)	\$ (5,560)	\$ (10,672)	\$ (10,672)	\$ (10,672)	\$ (10,672)	\$ 21,040			
Ending Balance			\$ 87,059	\$ 86,611	\$ 86,163	\$ 80,603	\$ 69,931	\$ 59,259	\$ 48,587	\$ 37,915	\$ 58,955			

Attachment D: Letters of Support

**Tri-Cities Research District
Port of Benton**

Attachment E: Schedule of Limitation of Indebtedness

CITY OF RICHLAND, WASHINGTON
Comprehensive Annual Financial Report
Schedule of Limitation of Indebtedness
For The Year Ended December 31, 2012
MCAG NO. 0207

SCHEDULE OF LIMITATION OF INDEBTEDNESS

Total Taxable Property Value as of 12/31/2012	\$ 5,147,604,881	
<u>2.5% (\$117,777,434) General Purposes limit is allocated between:</u>		Remaining Debt Capacity
Up to 1.5% Debt Without a Vote (Councilmanic)	\$ 77,214,073	
Less: Outstanding Debt	\$ (28,577,296)	
Less: Contracts Payable	\$ -	
Less: Excess of Debt With a Vote	\$ -	
Add: Available Assets	\$ 5,729,112	
Equals Remaining Debt Capacity Without a Vote		\$ 54,365,889
 1% General Purposes Debt With a Vote	 \$ 51,476,049	
Less: Outstanding Debt	\$ (18,815,602)	
Less: Contracts Payable	\$ -	
Add: Available Assets	\$ 1,696,556	
Equals Remaining Debt Capacity With a Vote		\$ 34,357,003
 <u>2.5% Utility Purpose Limit , Voted</u>	 \$ 128,690,122	
Less: Outstanding Debt	\$ -	
Less: Contracts Payable	\$ -	
Add: Available Assets	\$ -	
Equals Remaining Debt Capacity - Utility Purpose, Voted		\$ 128,690,122
 <u>2.5% Open Space, Park and Capital Facilities, Voted</u>	 \$ 128,690,122	
Less: Outstanding Debt	\$ -	
Less: Contracts Payable	\$ -	
Add: Available Assets	\$ -	
Equals Remaining Debt Capacity - Open Space, Park, Facilities Voted		\$ 128,690,122

	2013	2014	2015	2016	2017	2018	2019	2020	2021
Beginning Fund Balance	\$ -	\$ 87,059	\$ 86,611	\$ 86,163	\$ 80,603	\$ 69,931	\$ 59,259	\$ 48,587	\$ 37,915
Revenues									
Bond Proceeds	\$ 2,300,000								
BLRF	\$ -								
Seed Money (HAEIF Loan)	\$ 200,000								
General Fund	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Utilities	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
RSD	\$ -	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840	\$ 51,840
DF Leases									
Battelle	\$ 25,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pocket I-Net (McCurley)	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
BPUD (Verizon)	\$ 42,450	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200	\$ 16,200
BPUD (AT&T)	\$ 74,255	\$ 23,184	\$ 23,184	\$ 18,072	\$ 12,960	\$ 12,960	\$ 12,960	\$ 12,960	\$ 12,960
FPUD (Lourdes)	\$ 5,910	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240	\$ 3,240
Pocket I-Net (GESA)	\$ 18,018	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480	\$ 6,480
Total Revenues	\$ 2,760,095	\$ 206,264	\$ 206,264	\$ 201,152	\$ 196,040	\$ 196,040	\$ 196,040	\$ 196,040	\$ 196,040
Expenses									
Bond Payment	\$ 75,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Repayment to Energy Services	\$ 707,945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction of Fiber Backbone	\$ 1,592,055	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance (Fiber, Facility, Equipment)	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
BPUD (Verizon) Build	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BPUD (AT&T) Build	\$ 139,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FPUD (Lourdes) Build	\$ 8,581	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pocket I-Net (GESA)	\$ 20,305	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repayment of Seed Money (P&I)	\$ -	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	\$ 31,712	note \$200,000 at 7 years
Total Expenses	\$ 2,673,036	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 206,712	\$ 175,000
Net Income (Loss)	\$ 87,059	\$ (448)	\$ (448)	\$ (5,560)	\$ (10,672)	\$ (10,672)	\$ (10,672)	\$ (10,672)	\$ 21,040
Ending Balance	\$ 87,059	\$ 86,611	\$ 86,163	\$ 80,603	\$ 69,931	\$ 59,259	\$ 48,587	\$ 37,915	\$ 58,955



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C13

Key Element: Key 2 - Infrastructure & Facilities

Subject: RESOLUTION NO. 66-13, CHANGING THE NAME OF "SEVENTH STREET" TO "KECK BOULEVARD"

Department: Community and Development Services

Ordinance/Resolution: 66-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 66-13, changing the name of a private street named "Seventh Street" to "Keck Boulevard".

Summary:

The Port of Benton is requesting a change in the name of a private street in North Richland, currently known as "Seventh Street" to be renamed to "Keck Boulevard". This request is part of a larger systematic process of street name changes for Port-owned numbered streets in North Richland. As an example, the Port previously requested and received approval to change the name of "First Street" to "University Way".

City code (RMC Section 12.01.090) provides that Council can change the names of existing streets when property owners file a written petition with the City. The City received such a petition signed both by the Port and by Energy Northwest, which are the only two owners of property that abut Seventh Street. Presently, there are no existing buildings that have been assigned Seventh Street addresses, so none would have to change their address as a result of the street name change. Staff has reviewed the proposed name and it fits within the City's naming conventions and does not duplicate or nearly duplicate any existing street names.

Staff has prepared a resolution to change the street name. A copy is attached along with the application form, petition and a vicinity map.

Fiscal Impact?

☒ Yes ☐ No

Fiscal impacts are anticipated to be minimal, consisting of costs associated with updating the City's mapping system to reflect the street name change. The cost of changing street signs will be incurred by the Port of Benton as 7th Street is a private street.

Attachments:

- 1) Draft Resolution #66-13
- 2) Application Form and Petition
- 3) Vicinity Map

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:00:38 GMT-0700 2013

RESOLUTION NO. 66-13

A RESOLUTION of the City of Richland changing the name of a private street located in North Richland, by renaming Seventh Street to Keck Boulevard.

WHEREAS, according to Richland Municipal Code 12.01.110 abutting property owners of a street may petition the City to change the name of the street which has an existing approved name; and

WHEREAS, the City has received a request from the Port of Benton and Energy Northwest who are the owners of private property adjoining Seventh Street requesting the street name change; and

WHEREAS, the City staff has circulated the proposed street name of Keck Boulevard to area emergency service providers and has determined that the proposed street name is not duplicative of other existing street names and is consistent with the City's street naming conventions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, that the private street currently named "Seventh Street," extending from George Washington Way eastward to Richardson Road, shall now be renamed "Keck Boulevard."

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the
15th day of October, 2013.

JOHN FOX
Mayor

ATTEST:

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:

HEATHER KINTZLEY
City Attorney

Planning & Development Services Division • Planning Section
840 Northgate Drive • Richland, WA 99352
General Information: 509/942-7598 • Fax: 509/942-7764

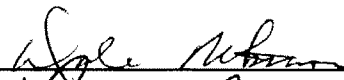
Application for Street Name Change

Instructions

In accordance with Richland Municipal Code Section 12.01.090(B), property owners may petition in writing to the City of Richland City Council to change the name of an existing street or to name an unnamed street. Any such petition shall bear the signatures of the owners of at least fifty-one percent (51%) of the lots, tracts, or parcels of property (excluding federal, state, public utilities and municipal lands) which will be served by the street to be named. Use this form as your petition and when signatures have been gathered, submit to the Richland Development Services Division

APPLICANT INFORMATION			
Applicant's Name <i>Port of Benton</i>			
Applicant's Address <i>3100 George Washington Way</i>			
City <i>Richland</i>	State <i>WA</i>	Zip <i>99354</i>	
Phone <i>375-3060</i>	Fax <i>375-5287</i>	E-mail/Other <i>dhoward@portofbenton.com</i>	
STREET INFORMATION			
Existing Street Name: <i>Seventh (7th)</i>			
Approximate Length of Street: <i>1,099 feet</i>			
Number of Parcels Adjoining Street: <i>four</i>			
Number of Property Owners Affected by Proposed Street Name Change: <i>two</i>			
Percentage of Property Owners Supporting Street Name Change:			
Proposed New Street Name: <i>KECK Blvd.</i>			

SIGNATURE(S) OF PROPERTY OWNER(S) SUPPORTING THE PROPOSED NEW STREET NAME
OF Keck Blvd



Signature

9-26-13

Date



Signature

9-26-13

Date

Signature

Date

Signature

Date

Signature

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ACCEPTED FOR FILING WITH THE PLANNING & DEVELOPMENT SERVICES DIVISION:

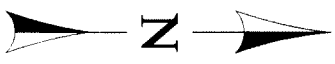
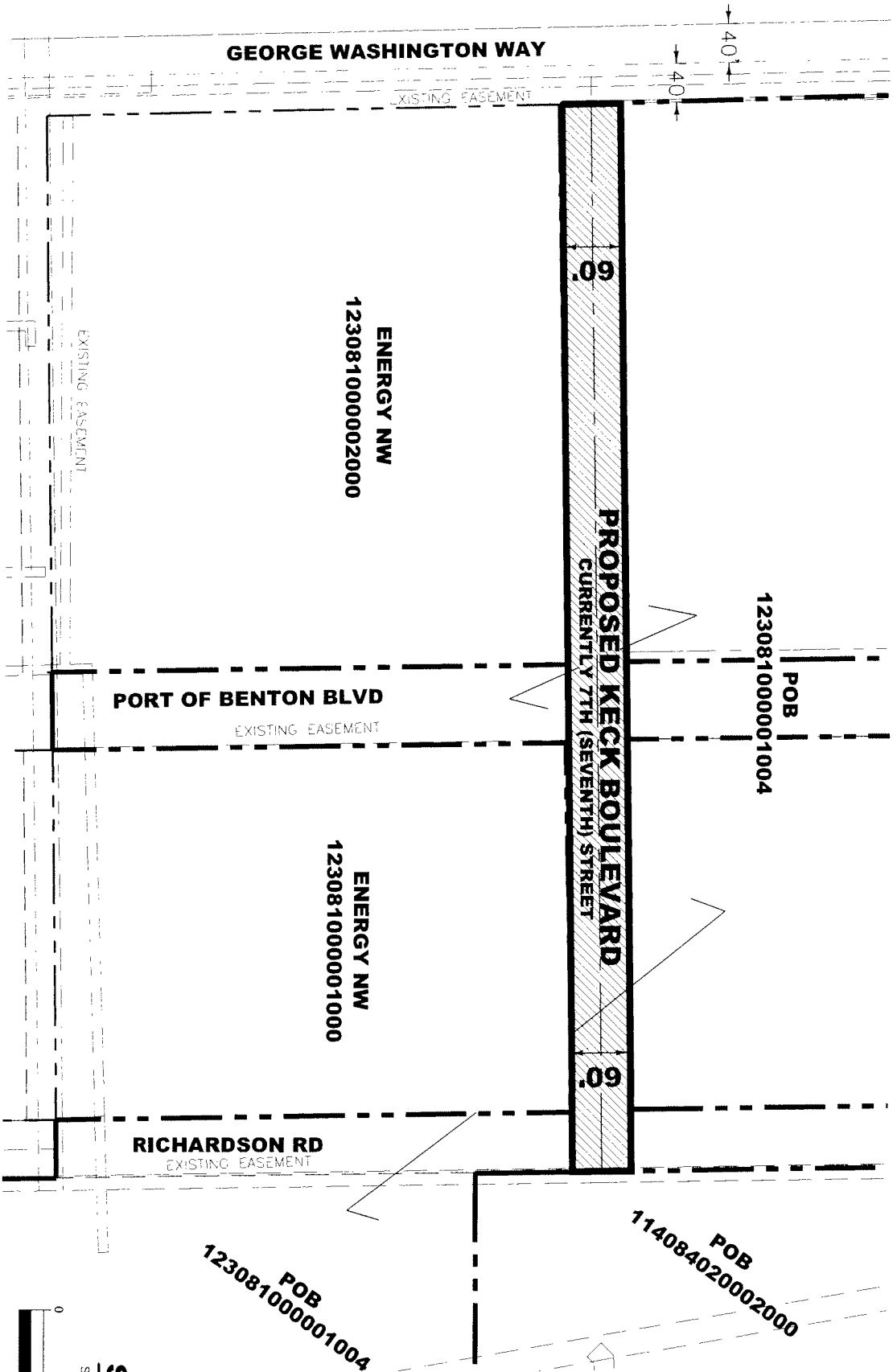


Signature

9/30/13

Date

PROPOSED NEW KECK BOULEVARD



SCALE
SCALE 1"=100'
0 100 200
9/12/13



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C14

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: RESOLUTION NO. 67-13, REAPPOINTMENT TO THE TRI-CITIES REGIONAL PUBLIC FACILITIES DISTRICT

Department: City Attorney

Ordinance/Resolution: 67-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 67-13, reappointing Frederick Raab to the Tri-Cities Regional Public Facilities District Board.

Summary:

Council Members Kent, Christensen and Thompson are recommending the reappointment of Richland Public Facilities District Board Chair Raab to the Tri-Cities Regional Public Facilities District Board for a term of three years or until October 1, 2016.

The Bylaws of the Tri-Cities Regional Public Facilities District (TCRPFDD) (Appendix A of the interlocal agreement No. 97-10) under Article III, Section 3.3 Vacancies states, "Each City shall be responsible for filling vacancies that are created by the death, disability, resignation or removal of a Board Member from their jurisdiction." and Section 3.4 Term Limits states, "Each Board Member shall continue to serve until his or her successor has been appointed and qualified. Members of the Board may be reappointed to serve not more than three consecutive full terms.

Mr. Raab was initially appointed to the TCRPFDD Board February 2012 and his term recently expired on October 1, 2013.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

- 1) Proposed Resolution
- 2) TCRPFDD Board Recommendation

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:56:06 GMT-0700 2013

RESOLUTION NO. 67-13

A RESOLUTION of the City of Richland confirming a reappointment to the Tri-Cities Regional Public Facilities District.

BE IT RESOLVED by the City Council of the City of Richland that the following reappointment to the Tri-Cities Regional Public Facilities District is hereby confirmed:

<u>TITLE</u>	<u>NAME</u>	<u>TERM ENDING</u>
Richland Public Facilities District Board	Frederick Raab	10/1/16

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, at a regular meeting on the 15th day of October 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Barham, Debby

From: Kent, Sandra
Sent: Tuesday, October 08, 2013 2:52 PM
To: Barham, Debby
Cc: Christensen, Terry; Thompson, Bob -ClearWire Account
Subject: Regional PFD Appointments

The Council Assignments Committee met on September 24, 2013, to discuss the status of appointments to the Regional Public Facilities District. Based upon this discussion, the Committee recommends to Council that Mr. Fred Raab be re-appointed to the PFD. Additionally, the Committee recommends deferral on the question regarding replacement of Mayor Fox since the future plans of the PFD are uncertain at this time.

Sent from Sandei's iPad.



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C15

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: RESOLUTION NO. 68-13 YOUTH REAPPOINTMENTS ON THE PARKS AND RECREATION COMMISSION

Department: City Attorney

Ordinance/Resolution: 68-13

Reference:

Document Type: Resolution

Recommended Motion:

Adopt Resolution No. 68-13, reappointing Samantha Beck and Shanta Katipamula as youth members on the Parks and Recreation Commission.

Summary:

The terms for Youth Position Nos. 8 and 9 on the Parks and Recreation Commission (PRC) expired on August 31, 2013. PRC Chair Gutierrez, Vice Chair Jones and Council Liaison Kent are recommending the reappointments of Samantha Beck and Shanta Katipamula to Position Nos. 8 and 9 respectively. The terms for each appointment is one-year or until August 31, 2014.

The application of Viknesh Kasthuri was also considered for appointment.

Fiscal Impact?

☐ Yes ☒ No

Attachments:

- 1) Proposed Resolution
- 2) Recommendation and Applications

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:57:25 GMT-0700 2013

RESOLUTION NO. 68-13

A RESOLUTION of the City of Richland confirming the youth position reappointments of Samantha Beck and Shanta Katipamula to the Parks and Recreation Commission.

BE IT RESOLVED by the City Council of the City of Richland that the following appointment to the Parks and Recreation Commission is hereby confirmed:

<u>NAME</u>	<u>ADDRESS</u>	<u>POSITION NO.</u>	<u>TERM ENDING</u>
<i>Youth Reappointments</i>			
Samantha Beck	52 Edgewood Dr.	8	8/31/14
Shanta Katipamula	417 Adair Dr.	9	8/31/14

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, at a regular meeting on the 15th day of October 2013.

JOHN FOX
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Barham, Debby

From: Schiessl, Joe
Sent: Wednesday, October 09, 2013 7:50 AM
To: Barham, Debby
Subject: FW: PRC Youth Members

From: Maria Gutierrez [<mailto:perublossom@yahoo.com>]
Sent: Tuesday, October 08, 2013 5:18 PM
To: Schiessl, Joe
Subject: PRC Youth Members

Joe, I would like to recommend that we retain Samantha Beck and Shanta Katipamula as our youth members on the Parks and Recreation Commission.

Maria Gutierrez

Board Application Form

RECEIVED

SEP 30 2013

RICHLAND CITY CLERK

Select the Board, Commission or Committee applying for:*

Parks and Recreation Commission

Personal Information

First Name*

Last Name*

Samantha

Beck

Street Address*

52 Edgewood Drive

City*

State*

Zip*

Richland

WA

99352

Length of Residency in
the City of Richland*

Email: soccergirlsam@gmail.com

9 years

Contact Phone:*

Alternate Phone:

Occupation:*

5096283243

2064994729

student

Education: *

Senior at Richland High School- AP/Honors courses 3.99 GPA

Experience Applicable to the City Board, Commission or Committee to which you are applying*

As an outdoor enthusiast I regularly visit City of Richland Parks. I gained experience and knowledge as a commission member last year and would like to continue my work on the commission and on the subcommittee Walkability.

Are you currently
serving on a Board,
Commission or
Committee*

() Yes

(X) No

Have you served on a Board, Commission or Committee before?* If yes, which one/s?
Parks and Recreation Commission

☒ Yes

☐ No

Are you a City of Richland Employee?*

Per Richland Municipal Code Section 2.28.520, no employee, during his or her term of service in City employment, shall be eligible, or be appointed, to serve on any City board, committee or commission performing an advisory function to the City Council.

☐ Yes

☒ No

By submitting this application, I hereby waive my right to privacy with respect to the information contained in my application and any supporting documents attached thereto. The City, its officials or employees are authorized to make my application and supporting documents available for public inspection, including inspection by members of the media. In addition, I certify that I am in compliance with the qualification requirements.*

☒ I accept

A resume is required to complete the application.*

Uploaded: Letter of Recommendations.docx

Please login to view the uploaded file.

Samantha Beck
52 Edgewood Drive
Richland, WA 99352
509-628-3243
soccergirlsam@gmail.com

Education:

Richland High School Senior – 3.99 GPA

Special Courses:

AP Biology, AP Chemistry, AP Calculus, AP Language and Composition, AP European History, AP Human Geography, AP U.S. History, French 1-3, Computer Applications, Spanish 1, Ceramics 1-2

Skills:

Microsoft Certificate of Computer Skills, proficient in Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Drivers License, CPR and First Aid training, Certified Red Cross Lifeguard

Extra Curricular Activities:

Richland High School Women's Soccer Team

Position: Varsity Goal Keeper 2010-2014

Richland High School Mock Trial Team

Position: Witness 2010-2011

Vice President and Lawyer 2011-2012

President and Lawyer 2012-2014

Three River Soccer Club

Position: Captain and Goalkeeper/ Midfielder 2007-2013

Richland High School Mu Alpha Theta

2011-2014

Position: Member

Richland High School National Honor Society

2012-2014

Position: Member

Volunteering at various organizations

May 2012- Present

Over 400 hours of service. Major organizations: Fields of Grace, COJ

Childcare, Richland Food Bank, Richland Public Library, Habitat for Humanity

Cathedral of Joy Honduras Team

June 2013

Position: Member, did mission trip to Honduras for a week, built latrines

Get Air Tri-Cities

Position: Employee

April 2013- Present

Richland Parks and Recreation Commission

September 2012- August 2013

Position: Youth Member and on Walkability subcommittee

Awards/Distinctions:

Violet Richardson Award for Volunteering, March 2013

Elite Fleet, November 2011 – Excellence in Foreign Language

Varsity Letter Award 2010, 2011, 2012- Women's Soccer Richland High School

Hugh-O-Brian Youth Leadership Conference RHS Representative 2012

AP Scholar Award 2012

President's Volunteer Service Award, June 2013

Best Lawyer at District Mock Trial Competition, February 2013

RECEIVED

OCT 03 2013

RICHLAND CITY CLERK

Board Application Form

Select the Board, Commission or Committee applying for:*

Parks and Recreation Commission

Personal Information

First Name*

Last Name*

Shanta

Katipamula

Street Address*

417 Adair Drive

City*

State*

Zip*

Richland

WA

99352

Length of Residency in
the City of Richland*

Email:*

11 years

shanta.katipamula@gmail.com

Contact Phone:*

Alternate Phone:

Occupation:*

509-627-3580

509-713-5175

Student at Hanford High School

Education: *

11th grader at Hanford High School in Richland, WA

Experience Applicable to the City Board, Commission or Committee to which you are applying*

I have previously served two terms on the City of Richland's Parks and Recreation Commission. During these two terms, I have gained valuable insight on the inner workings of the city and have gained significant experience on the PRC. Should I be selected for a third term, I would be able to provide continuity and would already be familiar with the procedures. In addition, I have taken several classes through the Recreation Department. I am also a frequent user of the parks.

**Are you currently
serving on a Board,
Commission or
Committee***

☐ Yes

☒ No

**Have you served on a Board, Commission or
Committee before?*** **If yes, which one/s?**
Parks and Recreation Commission

☒ Yes

☐ No

Are you a City of Richland Employee?*

Per Richland Municipal Code Section 2.28.520, no employee, during his or her term of service in City employment, shall be eligible, or be appointed, to serve on any City board, committee or commission performing an advisory function to the City Council.

☒ Yes

☐ No

By submitting this application, I hereby waive my right to privacy with respect to the information contained in my application and any supporting documents attached thereto. The City, its officials or employees are authorized to make my application and supporting documents available for public inspection, including inspection by members of the media. In addition, I certify that I am in compliance with the qualification requirements.*

☒ I accept

A resume is required to complete the application.*

[]

Uploaded: Resume.docx

Please login to view the uploaded file.

Shanta Katipamula

Summary of Qualifications

A hardworking, motivated worker who enjoys a challenge and is very meticulous and thorough in her work.

Work Experience

Babysitter, Self-Employed	2011-Current
Duties: take care of children from preschool to middle school age	

Education

Hanford High School, Richland, WA 99354
Anticipated Graduation Date: June 2015
Cumulative Grade Point Average: 4.0

Special Courses:

AP Biology	AP Calculus BC	AP Chemistry
Journalism	AP World History	AP U.S. Government and Politics
Advanced Art	Spanish 4	AP English Language and Composition

Activities

Key Club (3 years)	Science Bowl (3 years)
Junior State of America (3 years)	Knowledge Bowl (3 years)
J.V. Soccer (2 years)	Interact Club of Eastern Washington (5 years)
International Club (2 years)	Recycle Club (1 year)

Volunteer Activities

Salvation Army Thanksgiving Dinner	Nov. 2011
Salvation Army Bell Ringing	Dec. 2011
Trick-or-Treat for UNICEF	Oct. 2011, 2012
Youth Commissioner-Richland Parks and Recreation Commission	Nov. 2011-Aug. 2013
Richland Public Library Book Sale Setup	Sept. 2012
Cache in Trash Out Clean-up of Bateman Island	Feb. 4, 2012
Tutoring	Spring 2013

Personal References

Mr. Sean Kelly, S. Young Place, Kennewick, WA, 99336, 509.531.7394, Soccer Coach

Mr. Dale Johns, 450 Hanford Street, Richland, WA 99354, 509.967.6500, Teacher

Ms. Christina McKee, 1216 Del Mar Court, Richland, WA 99354, 509.946.4308, Teacher



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C16

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: AUTHORIZE TRAVEL FOR COUNCIL MEMBER BOB THOMPSON

Department: City Manager

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

Authorize travel for Council Member Bob Thompson to attend the Energy Communities Alliance (ECA) Intergovernmental Meeting in New Orleans, Louisiana from October 27 - 30, 2013.

Summary:

The Energy Communities Alliance (ECA) will hold their 2013 Intergovernmental Meeting with the Department of Energy (DOE) in New Orleans. Participants will discuss Environmental Management (EM) planning budgets, Department of Energy waste management policy and strategy, America's nuclear future, and inter-agency and intergovernmental coordination and decision making. Top DOE-EM officials and other intergovernmental representatives will address participants.

The Richland Municipal Code, Sections 1.01.040 and 2.26.062, require Council approval when Council Members request permission for out-of-state travel, when expenses exceed \$500 or when travel requires an overnight stay.

Fiscal Impact?

☒ Yes ☐ No

Estimated expenses for Council Member Thompson to attend the ECA Intergovernmental Meeting, are \$1,414. ECA will reimburse two participants from each jurisdiction, the Hanford Communities Project Manager and a Council Member. Additional members from a community may be eligible for reimbursement to attend the event with prior written approval from ECA staff; however, there are enough funds in Council's travel budget to cover any non-reimbursable expenses.

Attachments:

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:53:07 GMT-0700 2013



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C17

Key Element: Key 2 - Infrastructure & Facilities

Subject: STEPTOE STREET INTERLOCAL AGREEMENT AMENDMENT NO. 1

Department: Public Works

Ordinance/Resolution:

Reference:

Document Type: Contract/Agreement/Lease

Recommended Motion:

Authorize the City Manager to sign Amendment No. 1 to the Interlocal Agreement with the City of Kennewick for maintenance activities along the Steptoe Street corridor.

Summary:

On December 6, 2011, the City entered into an Interlocal Agreement with the City of Kennewick outlining the responsibilities each City had in constructing, operating and maintaining the shared portion of the Steptoe Street corridor.

When the City of Kennewick completed the extension of Steptoe Street from Center Parkway to Clearwater Avenue, Kennewick staff approached Richland staff with concerns regarding the intersection of Center Parkway and Steptoe Street. This intersection lies entirely within the Richland city limits, but three of the four approaches directly serve Kennewick neighborhoods and the associated traffic. The fourth leg will connect with Rachel Road in the future. When this intersection was constructed, it was opened up as an interim stop-controlled intersection. As a result of consultation among Richland and Kennewick staff, a traffic signal will be installed at this intersection in the near future. The funding for the signal construction is coming from available grant and matching funds assembled by the City of Kennewick for the Steptoe corridor.

Per the 2011 Interlocal Agreement, this traffic signal is to be operated and maintained by the City of Richland, however the intersections of Steptoe/Clearwater and Steptoe/Gage are both operated and maintained by the City of Kennewick. To streamline the signal construction and better coordinate signal timing between the three intersections along the corridor, staff from both cities agree that it would be in the public's best interest to have the City of Kennewick operate and maintain the new signal at Steptoe Street and Center Parkway/Rachel Road. The amendment also clarifies that the City of Richland will be responsible for the cost of electrical service at the Steptoe/Center signal and the City of Kennewick will be responsible for the cost of energy at the Steptoe/Gage signal. It is anticipated that the energy service cost for the new signal at Steptoe/Center will be approximately \$625 per year based on a 3-year average of two similar intersections in the City.

The original agreement held Richland responsible for all costs associated with the signal up to \$5,000 and 75% of the costs exceeding \$5,000. The amendment makes Richland only responsible for 25% of any costs over \$5,000. Kennewick is also paying for the installation of the signal system with grant money that they have remaining from the Steptoe Street construction, so Richland does not have to contribute to those costs in the future when we would've deemed it necessary to install the signal. The Kennewick City Council authorized the Mayor to sign Amendment No. 1 at their October 8, 2013 Regular Meeting.

Fiscal Impact?☒ Yes ☐ No

This amendment will result in significant cost savings to Richland, as the original agreement placed the largest share of funding the future traffic signal construction on Richland.

Attachments:

1) Amendment # 1 - Steptoe Interlocal Agrmt with Kennewick

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:03:26 GMT-0700 2013

AMENDMENT #1
to
INTERLOCAL AGREEMENT
STEPTOE STREET EXTENSION
COLUMBIA PARK TRAIL TO CLEARWATER AVENUE
CITY OF KENNEWICK
CITY OF RICHLAND

This AMENDMENT made and entered into this day of _____, 2013, between the City of Kennewick (herein aftercalled "KENNEWICK") and the City of Richland (hereinafter called "RICHLAND"), collectively hereinafter referred to as the "PARTIES".

WHEREAS, the PARTIES entered into an inter-local agreement on December 6, 2011 detailing the construction, maintenance, and operations of Steptoe Street from Columbia Park Trail to Clearwater Avenue (hereinafter called the "PROJECT"), and

WHEREAS, the PROJECT has been constructed between Columbia Park Trail and Clearwater Avenue, and

WHEREAS, the PROJECT limits are within the City Limits of both jurisdictions, and

WHEREAS, the PARTIES have a mutual interest in conducting public safety operations, and

WHEREAS, RCW47.28.140, Agreements to Benefit or Improve Highways, Roads, Streets, and Establish Urban Public Transportation Systems and RCW39.34 Interlocal Cooperation Act, provide authority for agencies to enter into this agreement.

NOW THEREFORE, in consideration for the mutual covenants, conditions, and terms contained within the Agreement, the PARTIES hereby supplement Section I.1.n and amend Section I.1.0 as follows:

I. GENERAL

1. The PARTIES, agree to:

a. Section I.1.n is supplemented to include:

KENNEWICK shall pay 100% of the electrical service costs to operate the traffic signal.

b. Section I.1.o is amended to read:

KENNEWICK shall operate and maintain the future traffic signal at the intersection of Steptoe Street and Rachel Road (CenterParkway). Extraordinary costs shall have prior approval by RICHLAND and shall be split 75 percent KENNEWICK, 25 percent RICHLAND. Extraordinary costs shall be one-time repair or improvements over \$5,000, the amount which shall be adjusted annually in accordance with the December Seattle CPI-U. RICHLAND shall pay 100% of the electrical service costs to operate the traffic signal.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AMENDMENT as of the day and year first written above.

CITY OF KENNEWICK

CITY OF RICHLAND

Steve C. Young, Mayor

Cindy Johnson, City Manager

ATTEST:

ATTEST:

Linda C. Spier, City Clerk

Marcia Hopkins, City Clerk

APPROVED AS TO FORM

APPROVED AS TO FORM

Lisa Beaton, City Attorney

Heather Kintzley, City Attorney



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C18

Key Element: Key 3 - Economic Vitality

Subject: REQUEST FOR PROPOSALS FOR VACANT LAND AT COLUMBIA POINT

Department: Community and Development Services

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

Authorize the City Manager to sign the attached Invitation for Proposals (Attachment 1), which will provide the cover page for the Request for Proposals for land at Columbia Point (Attachment 2).

Summary:

There are currently three properties owned by the City available for development in Columbia Point. These properties include:

- 1) The "Restaurant Site" east of Anthony's Restaurant.
- 2) The "Hotel Site" between Anthony's Restaurant and Courtyard by Marriott.
- 3) The "Mixed Use Site" which was previously sold to and repurchased from ConAgra Lamb Weston. This site is east of the Shilo Inn and bisected by Bradley Boulevard.

The terms of the RFP have been reviewed by City Council, the Economic Development Committee and the Parks and Recreation Commission. The attached document reflects their input. Specifically, at the Council workshop on September 24, 2013, Council indicated the following:

- A preference that the Restaurant Site final configuration be determined by proposals.
- The Hotel Site be held for a project proposing high-end, boutique-style accommodations.
- It is important that the Mixed Use Site include an entertainment-oriented commercial area that ties into existing pedestrian walkways and engages the park-like area between the site and the Columbia River.

The RFP will open on October 20, 2013, and close December 6, 2013, when all proposals are due to the City. Proposal review will be conducted by staff and a subcommittee consisting of Brad Anderson, Terry Christensen and two members of the Economic Development Committee, yet to be named. The results of the review will be presented to Council during the first quarter of 2014.

Fiscal Impact?

☒ Yes ☐ No

Advertising costs will be approximately \$7,500, which will come from the Industrial Development Fund's existing 2013 budget. Any land sale proceeds and lease terms will be determined by negotiated contract with the selected developers.

Attachments:

- 1) RFP Coverletter
- 2) RFP Draft

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:54:55 GMT-0700 2013



OFFICE OF THE CITY MANAGER, MS-04

Telephone (509) 942-7381

Fax (509) 942-7379

P.O. Box 190 Richland, WA 99352
www.ci.richland.wa.us

October 16, 2013

RE: INVITATION FOR PROPOSALS

TO INTERESTED PARTIES:

The City of Richland, Washington is seeking proposals from experienced real estate developers for development of three waterfront properties located along the northerly side of Bradley Way east of George Washington Way. The property is within the Columbia Point Master Planned Community, which includes an 18-hole golf course and Columbia River frontage. The community is currently underserved by entertainment commercial. This document and all other documents and materials enclosed herewith constitute an invitation to submit proposals only and do not represent an offer by City of Richland. Proposals submitted in response hereto shall constitute offers to Contract with City of Richland, and only upon the City's written acceptance of such an offer and execution of a contract shall contractual commitments be created. Specifications are set forth in the attached document.

CONDITIONS AND INSTRUCTIONS

City of Richland reserves the right to reject any or all proposals received, waive informalities in the proposals, make award based on a fair appraisal of the competitive values offered, enter into negotiation with the Developer that submits the most responsible proposal and shall not necessarily be bound by the highest offer; taking into account such considerations as development proposal, developers qualifications and price offered.

Each proposal must be submitted on or in a format matching the forms provided. All portions thereof must be completed in ink or mechanical means, setting forth all information requested.

Proposals must be executed by a person or persons legally authorized to execute such documents in behalf of the proposing entity, with the name and the title of the person signing clearly printed below the signature.

No oral, telegraphic or facsimile transmission of proposals or modifications will be accepted. Proposals may be withdrawn upon the written request of the submitter by written notification. Each submitter is responsible for contacting Brian Moore, Redevelopment Project Supervisor, P.O. Box 190, MS #18, Richland, WA 99352, (509) 942-7725 for clarification or correction of any ambiguity, omission, inconsistency, or error discovered in any of the documents.

Proposals must be in a sealed envelope, which shall be clearly marked "Proposal – Columbia Point Commercial" and show the name and address of the proposer, and if mailed shall be addressed as follows:

US Mail Address

City of Richland
Office of Business and Economic Dvlp MS 18
P O Box 190
Richland, WA 99352

Physical Address

City of Richland
Office of Business and Economic Dvlp
505 Swift Blvd.
Richland, WA 99352

The deadline for proposals is December 6, 2013 at 5:00 PM.

CITY OF RICHLAND

Cynthia D. Johnson, City Manager

Enclosure

Request for Proposals: Columbia Point Development

cc: File



CITY OF RICHLAND
REQUEST FOR PROPOSALS
Project Title: Columbia Point Development
RFP No: xxx-xxxx



Proposal Due: Friday, December 6, 2013, 5:00PM

Submit To:
Linda Jordan
City of Richland, Economic Development Office
975 George Washington Way
Richland, WA 99352

SECTION ONE: RICHLAND AND COLUMBIA POINT

PURPOSE

Through this Request for Proposals (RFP) the City of Richland, is seeking proposals from development teams to acquire and redevelop any one or a combination of three sites within the Columbia Point Master Plan. The three sites are known as Hotel Site, Restaurant Site, and Mixed Use Site. The properties are owned by the City of Richland and are located at 530 Columbia Point Drive, 580/592/660 Columbia Point Drive, and 261 Bradley Blvd. They fall within the Columbia Point Master Plan as well as the Shoreline Master Program Update.

The developer(s) selected under this RFP may enter into a Memorandum of Understanding (MOU) with the City of Richland. The MOU will generally define roles, responsibilities, contingencies, and commitments of the developer and the City. Upon completion of a successful negotiation, the City and the developer may enter into a lease agreement or Disposition and Development Agreement (DDA) outlining in detail the terms and conditions of the development project.

Those interested in submitting a statement of interest in response to the RFP should, at a minimum, address the general requirements outlined in Section Two of this RFP. Responses – by mail or email – are due at the Economic Development Office of the City of Richland no later than 5:00PM on Friday, December 6, 2013 and addressed to:

Linda Jordan
City of Richland, Economic Development Office
975 George Washington Way, PO Box 190, MS 18
Richland, WA 99352

ABOUT THE CITY OF RICHLAND

Richland is located at the junction of the Columbia and Yakima Rivers in southeastern Washington in the heart of the Pacific Northwest. Richland along with its sister cities of Kennewick, Pasco, and West Richland make up the Tri-Cities MSA (population 248,400). Richland has approximately 48,580 residents.

Originally incorporated as a small farming community in the rich Mid-Columbia Valley, Richland now focuses on tourism, wine/viticulture, energy production, advanced research, environmental remediation, and technology. Richland is home to the Tri-Cities Research District with over 7,000 technology workers. The research district is anchored by the Pacific Northwest National Laboratory, which boasts the second largest technology workforce in Washington State behind Microsoft, and the rapidly growing Washington State University Tri-Cities.

Regionally, the Tri-Cities is the center of the \$3 billion Washington wine industry. WSU Tri-Cities is the home of the State's Viticulture and Enology program. The wine industry and agriculture in general, play an important role in the region's economy and culture.

The City and its citizens are proud of the community's high quality of life, which includes higher education opportunities, outstanding health care providers and facilities, cultural and recreational amenities, and municipal services that consistently score very high in community surveys. Richland residents also enjoy a favorable cost of living and one of the lowest crime rates in the state.

ABOUT COLUMBIA POINT

The three project sites are located within the Columbia Point Master Plan in the City of Richland. The Columbia Point Master Plan was established in 1999. It represents the premier water front development opportunities in the Tri-Cities area. All three sites feature outstanding views of the Columbia River with direct access to waterfront trails and related amenities. This corridor includes a marina, a golf course, a business complex, hotels and residences. Columbia Point is the first major commercial development off of highways 240, I-182, I-82, in Richland, with visibility from all three. The Columbia Point Master Plan has created the highest valued riverfront land in the Tri-Cities.



Columbia Point is the entry into the City of Richland. The City would like to see development that integrates and links adjacent properties. The proposed development should be balanced to create a place of enjoyment for both tourists and local citizens. Opportunities should be increased for public use and enjoyment of the Columbia River and the shoreline while enhancing the area's economic base.

ABOUT THE PROPERTIES

This RFP covers three separate and distinct properties within the Columbia Point Master Plan. Details for the individual properties can be obtained in the appendices: Appendix A—Restaurant Site, Appendix B—Hotel Site and Appendix C—Mixed Use Site. Responses must address at least one of the three sites to be eligible for consideration. However, responses are not required to address more than one site.

SITE	TAX ID	SIZE SQ. FT.	SIZE ACRES	ADDRESS	TAX ASSESSMENT VALUE
Restaurant Site	113983020018003	49,468	1.6-2.2	580/660/592 Columbia Point Drive	\$586,810
	113983012726004	45,397			\$691,640
	113983012726005	23,846			\$486,420
Hotel Site	113983012726001	88,901	2.0	500/530 Columbia Pt. Drive	\$832,010
Mixed Use Site	114981013234002	337,559	15.0	230/251/270 Bradley Blvd.	\$1,450,000
	114981013234004	318,077			\$2,547,360

DEVELOPMENT OBJECTIVES

The City of Richland is striving to have the Columbia Point area built-out in strategic alliance with the Columbia Point Master Plan. Currently, the Columbia Point area is at 90% build-out (233.5 of 259.9 Acres). With the complete build-out of these sites, the City hopes to increase sales, tourism and property tax bases specific to Columbia Point and the City of Richland. The City anticipates that projects reflecting a high level of architectural interest will best achieve the goals indicated herein.

The three sites constitute separate development opportunities and proposals are anticipated to address individual sites. However, proposal that address more than one site are acceptable and will be considered in whole and in part. Each site exhibits unique characteristics and development goals.

1. The Restaurant Site consists of two alternate site configurations either of which will be considered with equal merit. Additional information can be found in Exhibit A.
2. The Hotel Site consists of a single waterfront parcel. The development goal is a boutique style hotel providing high end accommodations that can support a range of tourism, such as wine country and waterfront tourism activities, business, and other travel needs. Additional information can be found in Exhibit B.
3. The Mixed Use Site consists of two parcels identified for entertainment retail uses such as dining and other social activity driven uses plus related commercial retail and optional residential. Proposals for this site that address the entertainment commercial and public open space interface are preferred. Additional information can be found in Exhibit C.

SECTION TWO: SUBMITTAL, EVALUATION AND SELECTION PROCESS

The competitive process established by the issuance of this RFP promotes quality, value, flexibility in approach, and creativity in addressing the development of the properties identified herein. The purpose of the RFP is to:

1. Provide a consistent format for the submittal of proposals;
2. Obtain information to enable consideration of all aspects of proposals;
3. Obtain solutions that may or may not be readily apparent to the City;
4. Solicit information necessary to identify the best available candidates to achieve the goals indicated herein.

Interested parties responding to the RFP understand that the information they provide may be used in whole or in part by the City. Response to the RFP does not legally bind the respondent to the City in any way, or the City to the respondent.

PRE-SUBMITTAL MEETING

A non-mandatory pre-submittal meeting is scheduled for November 13, 2013. Staff will take attendees on a tour of the site and answer any questions that may arise.

SUBMISSION REQUIREMENTS

Responses must address at least one of the three sites to be eligible for consideration. Responses are not required to address more than one site to be eligible for consideration.

A. Proposed Project Description

- Description of how the proposed project meets the City's expectations and vision of the Columbia Point Master Plan
- Any applicable strategy for phased market adaptation (mixed use site only)

B. Project Scope

- Identification of pre-development needs, costs and an understanding of due diligence needs
- Preliminary project schedule and key milestones including closing, commencement of construction and project completion dates
- Proposed development budget
- Any applicable project phasing

C. Proposed Financial Structure

- Proposed ownership structure
- Financial return pro forma, including project sources and uses
- Proposed terms for leases on the property

- Projected value of completed project
- Please provide additional information that will support your firm/team's financial viability. Documents can include financial statements, quarterly reports, audit statements.

D. Project Team, Experience and References

- Please provide a general description of the firm and team.
- Please supply at least 3 (three) public or private development project references. References should include names and phone numbers for each reference.
- Please identify previous projects that you have completed of similar nature to the proposed project.
- Please provide a list of clients for whom similar projects were developed for.
- Team member resumes may be included.

E. Statement of Developer Qualifications and Financial Capability (Appendix E)

SUBMITTAL QUESTIONS

Inquiries regarding all aspects of this RFP should be directed to Linda Jordan, Administrative Assistant, at 509.942.7593 or via email at ljordan@ci.richland.wa.us.

All questions related to the proposal must be submitted by November 11, 2013. Questions and answers will be compiled and emailed to all registered inquirers by November 15, 2013.

SUBMITTAL INSTRUCTIONS

Written responses to this RFP must be received no later than 5:00 p.m. PST on Friday, December 6, 2013, at 975 George Washington Way, Richland, WA, 99352; Attention: Linda, Jordan, Economic Development Office. Response to this RFP may not be submitted to the City via facsimile. Any submittals received after 5:00PM on Friday, December 6, 2013, will not be considered for evaluation.

EVALUATION CRITERIA AND SELECTION

The City will establish a review panel comprised of qualified persons to review the RFP submittals. Following the City's evaluation of the responses to the RFP, each respondent shall receive a written notification of recommendations made by the review panel and city staff.

This RFP may lead to one of the following outcomes:

- Direct negotiations for the sale or lease and development of the property or properties through a memorandum of understanding, lease agreement, or DDA, with a developer selected as part of this RFP.
- A request for additional information from one or more RFP respondents, including interviews.
- The issuance of a Request for Bid (RFB) or Request for Proposals (RFP) that will be open to all potential development teams.

- Cancellation of all or a portion of this RFP without the selection of a development team.

Interested parties responding to the RFP understand that the information they provide may be used in whole or in part by the City. Response to the RFP does not legally bind the respondent to the City in any way, or the City to the respondent.

The City has established a preliminary schedule to advertise, receive, and review responses to this RFP. The City contemplates selecting respondents to this RFP to determine its list of qualified potential users in accordance with the following schedule:

- Release of this RFP: October 16, 2013
- Responses to this RFP Due: December 6, 2013, by 5:00 pm
- Evaluations of the RFPs Completed: anticipated by December 31, 2013
- Notification of Selections: December 31, 2013
- Recommendation to Economic Development Committee: January 27, 2014
- Present to Council: February 18, 2014

The above schedule is subject to revision by the City.

SECTION THREE: TERMS AND CONDITIONS

TERMS OF THIS RFP

The City of Richland reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the City to pay any costs incurred by respondents in the preparation and submission of a proposal. Furthermore, this RFP does not obligate the City to accept or contract for any expressed or implied services.

Any oral communications will be considered unofficial and non-binding to the City of Richland. The City is not bound by information, clarification, or interpretation from other City officials or employees, except as directed in this RFP.

REVISIONS TO RFP

The City reserves the right to modify this RFP and/or cancel or reissue this request in whole or in part, prior to execution of a contract. In the event it becomes necessary to revise any part of the RFP, it shall be the responsibility of the interested firms to obtain a copy of the addendum. The City shall make efforts to reach interested firms, but the responsibility shall be on the firms to insure that they have obtained current material.

REJECTION OF SUBMITTALS

The city reserves the right at its sole discretion to reject any and all Submittals received without penalty and not to issue a contract as a result of this RFP. The City also reserves the right at its sole discretion to waive minor administrative irregularities contained in any Submittal.

RESPONSIBLE CONSULTANT CRITERIA

The City shall consider only responsible developers/proposers. Responsible developers/proposers are those that have, in the sole judgment of the City, the financial ability, experience, resources, skills, capability, reliability and integrity necessary to perform the requirements of the contract. The City may also consider references, financial stability, and any other information available to the City. Firms with an owner convicted within the past ten years of a crime that impugns honesty or integrity, or with unsatisfied tax or judgment liens, are ineligible to participate and shall not submit.

The final selection, if any, will be that proposal which, in the sole opinion of the City after review of all submissions by an evaluation committee, best meets the requirements set forth in the RFP and is in the best interests of the City.

COMMITMENT OF FUNDS

The City Manager and/or Contracts Officer are the only individuals who may legally commit the City to expenditures of funds for a contract resulting from this RFP. No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.

PROPRIETARY INFORMATION

Material submitted in response to this RFP shall become the property of the City.

The City of Richland reserves the right to not answer any questions received three (3) business days or less than the due date of the RFP to allow adequate time for issuance.

Respondents should allow sufficient delivery time to insure receipt on or before the deadline. Respondents assume the risk for the delivery method chosen. The City assumes no responsibility for delays caused by any delivery service. All submittals and any accompanying documentation become the property of the City, become public information upon receipt and will not be returned. Respondents should allow sufficient delivery time to insure receipt on or before the deadline.

PUBLIC RECORDS

Under Washington State Law (Chapter 42.56 RCW – Public Records Act), documents submitted in response to this Request for Proposals become public record upon submission to the City, subject to mandatory disclosure upon request by any person, unless the documents are exempted from public disclosure by a specific provision of law. If the City receives a request for copying or inspection of any such documents submitted to the City, it will promptly notify the requesting party (by U.S. mail or email) within five business days that the request was received

and of its decision to either provide the information or deny the request. Prior to the disclosure of any documents received in response to this Request for Proposals, the City will notify the specific respondent that a request for a copy and inspection of their submitted documents has been made, and will postpone disclosure of subject documents for a reasonable period of time as permitted by law to enable the respondent to seek a court order prohibiting or conditioning the release of the documents. The City assumes no contractual obligation to enforce any exemption.

The submittal of your RFP indicates your understanding and acceptance of the terms and conditions as presented in the RFP, the terms and conditions of the Public Records provisions, and the terms and conditions of the evaluation and submittal process. Your submission of the proposal gives the City specific authority to share your interest with other parties who may be able to develop facilities on this site.

APPENDICES

Appendix A – Restaurant Site

Appendix B – Hotel Site

Appendix C – Mixed Use Site

Appendix D - Columbia Point Master Plan

Appendix E - Statement of Developer Qualifications and Financial Capability

Appendix F – Certifications and Assurances



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C19

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: FEE AND EASEMENT AGREEMENT WITH BADGER MOUNTAIN VILLAGE MASTER ASSOCIATION

Department: City Attorney

Ordinance/Resolution:

Reference:

Document Type: Contract/Agreement/Lease

Recommended Motion:

Authorize the City Manager to sign and execute a Fee and Easement Agreement with the Badger Mountain Village Master Association, and to make necessary budget adjustments.

Summary:

In March, 2012, the City took ownership of property in Phase 4 of Badger Mountain Village as part of a legal settlement. Under the terms of the settlement agreement, the City is required to build a city park on the site. In mid-July of this year, the City was contacted by an attorney representing the Badger Mountain Village Master Association with a request that the City remit approximately \$4,500 to the Badger Mountain Village Homeowners' Association as its annual assessment for maintenance of the irrigation system and common areas in the Badger Mountain Village development. At that time, the City was advised that, as one of the two Phase 4 property owners in the development (the other being the Richland School District), the City was bound by the Declaration of Covenants, Conditions and Restrictions (CC&Rs), and that the HOA was looking to the City to pay a \$4,500 assessment every year into perpetuity.

The City took the legal position that, although the Declaration of Covenants, Conditions and Restrictions applied to Phase 4, the City was not liable for any ongoing assessments. The City and the Master Association expressed a mutual desire to release the City from the requirements of the CC&Rs, although the Master Association expressed an intent to continue to pursue the City's perceived obligation. A question also remains regarding whether the City has any reliance on the irrigation system in the Badger Mountain Village development. The records on this particular issue currently conflict.

In an effort to avoid litigation over the question of the City's obligation to pay annual assessments and to settle any existing and future obligations to the HOA, the parties have agreed to resolve the matter for a one-time payment of \$8,000. With this payment, the City of Richland will also be removed permanently from the CC&Rs governing Badger Mountain Village.

Staff recommends approval of the proposed settlement offer, which is presented via a Fee and Easement Agreement establishing the rights and obligations of the parties, capturing the City's potential present-day reliance on the Badger Mountain Village irrigation system, and extinguishing all other claims, present or future.

Fiscal Impact?

☒ Yes ☐ No

Settlement of all present and future claims regarding the City's obligations as a Phase 4 Property Owner in the Badger Mountain Village development will cost \$8,000. This money is available through savings in other areas of the General Fund budget.

Attachments:

1) Badger Mountain Easement and Fee Agreement

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:58:16 GMT-0700 2013

*Filed for Record at Request of and
copy returned to:*

Heather Kintzley, City Attorney
City of Richland
P.O. Box 190
Richland, WA 99352

Abbreviated Legal Description: Ptn. Sec. 27, T9N, R28E, W.M.
Tax Parcel No.: 1-2798-400-0001-023

EASEMENT AND FEE AGREEMENT

THIS EASEMENT AND FEE AGREEMENT is entered into this 15th day of October, 2013, by and between the CITY OF RICHLAND, a Washington municipal corporation (“*Owner*”) and BADGER MOUNTAIN VILLAGE MASTER ASSOCIATION, a Washington nonprofit corporation (“*Association*”).

WHEREAS, *Owner*, having acquired that property located in Benton County, Washington, and legally described on the attached Exhibit A (“*Property*”) from Badger Mountain Apartments I, LLC, a Washington limited liability company and Badger Mountain Apartments II, LLC, for the purpose of building a public park, and

WHEREAS, the *Property* described above is a portion of the Development commonly known as Phase 4 of Badger Mountain Village and subject to the Second Amended and Restated Master Declaration of Covenants, Conditions, and Restrictions of Badger Mountain Village, and as such, *Association* believes *Owner* is potentially liable for present and future assessments for Common Area maintenance and operation, and

WHEREAS, *Owner* intends to develop its Phase 4 Property as a public park and desires to be released from the Master Declaration, and

WHEREAS, the Parties desire to enter into this Agreement for the purpose of creating a one-time payment for the costs associated with the *Owner*’s present reliance on the existing irrigation system, and to establish the respective rights and obligations of the parties.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. The recitals set forth above are hereby incorporated into this Agreement by reference.

2. Release of Property from Master Declaration. The Association does, in consideration of the covenants provided herein, release *Owner*’s *Property*, as described in Exhibit A, from being bound by,

and subject to the Second Amended and Restated Master Declaration of Covenants, Conditions, and Restrictions of Badger Mountain Village by its adoption and recording of the Third Amended and Restated Covenants, Conditions, and Restrictions of Badger Mountain Village subject only to the Owner's faithful performance of this Agreement.

3. Common Areas. As used in this Agreement, the term "Common Areas" includes the following:

3.1 Phase 1. As depicted on the Subdivision Plat: Tract A (public landscape easement), Tract B (landscape easement with water feature, Tract D (existing Kennewick Irrigation District pond easement), and all Landscaping (as defined below) within the Subdivision Plat which is in the public right-of-way. As used in this Agreement, the term "Landscaping" means the treatment of the ground surface with live planting materials, including, but not limited to, trees, shrubs, grass, ground cover or other growing horticultural material, as well as non-living materials such as wood chips, stone or decorative rock, and any excavation of or other alteration of the natural topography of the land. Tracts A, B, and D of Phase 1 are legally described on the attached Exhibit B.

3.2 Phase 2A. As depicted on the Phase 2A Plat: Tract A (public landscape easement), Tract B (landscape easement with water feature, irrigation pond and pedestrian walkways), Tract C (pedestrian walkway dedicated to the City of Richland), that portion of Tract D that constitutes a pedestrian walkway (but not the clubhouse/playground area), all other sidewalks and pedestrian pathways fronting any streets or other Common Areas, and all Landscaping within the Phase 2A Plat that is in the public right-of-way. Tracts A, B, C and D of Phase 2A are legally described on the attached Exhibit B.

3.3 Phases 2B. Any areas depicted on the PUD plat for Phase 2B as landscape easements, pedestrian walkways or common open space, all sidewalks and pedestrian pathways fronting any streets or other Common Areas, all Landscaping within the PUD plats that is within a public right-of-way, and all other areas designated as the responsibility of the *Association*.

3.4 Other Facilities; Additional Property. Any utility systems or facilities (including, without limitation, storm drainage facilities) located within Phases 1, 2A or 2B, designed, constructed and suitable for use by each of Phases 1, 2A or 2B, and any additional property designated as common areas now or in the future on the Subdivision Plat of Phase 1, the Phase 2A Plat or the PUD plat for Phase 2B.

4. Common Areas – No Easement. Through this Agreement, *Owner* waives any right to access or utilize the Common Areas of Badger Mountain Village. *Association* waives any claim, past, present or future, against *Owner* for assistance with ongoing maintenance of the Badger Mountain Village Common Areas or irrigation system.

5. Fee. *Association* is obligated to maintain and repair the Common Areas pursuant to the Declaration, including providing the non-exclusive use and benefit of the *Association's* irrigation system to *Owner*. Upon execution of this Agreement, *Owner* shall pay a one-time fee to *Association* in the sum of Eight Thousand Dollars (\$8,000.00) in exchange for release from the Second Amended and Restated Master Declaration of Covenants, Conditions, and Restrictions, and for *Owner's* reliance on *Association's* irrigation system. As additional consideration, the City shall grant a license for the location of the neighborhood monument and landscaped area of approximately 5,800 square feet at the corner of Westcliffe Boulevard and Gala Way, and shall assume responsibility for the maintenance of the landscaping thereon as, within the sole discretion of the City, will provide an attractive entry into the

neighborhood. The City reserves the right to make such modifications to the size, configuration, and use of the property as necessary to meet the right-of-way and municipal purposes of the City.

6. Extinguishment of All Claims. *Owner* has no ongoing obligation to contribute resources or compensation to *Association*, and the one-time payment identified in Section 6 above is complete satisfaction of all claims or potential claims held by *Association* with regard to the City's status as a Phase 4 Property Owner under the Second Amended and Restated Master Declaration of Covenants, Conditions, and Restrictions for Badger Mountain Village. *Owner* and *Association* expressly acknowledge that this Agreement is intended to include in its effect, without limitation, all claims which *Association* and *Owner* did not suspect to exist at the time of execution that arise out of the City's status as a Phase 4 Property Owner.

7. Term. Except as otherwise provided herein, this Agreement will be perpetual in duration unless terminated earlier as provided in this Section. If the Declaration is terminated, this Agreement may be terminated by *Owner*, in its sole discretion, by recording a written notice of termination with the Benton County Auditor.

8. Agreement Runs With Land. This Agreement and all of the terms hereof will be deemed to be covenants, which run with the Property, Phase 1, Phase 2A, Phase 2B, and the Common Areas, will inure to the benefit of, and be binding upon *Owner* and *Association*, and their respective successors and assigns.

9. Enforcement. The right to enforce this Agreement will belong to *Owner* and *Association* and their respective successors and assigns. In the event of any violation or threatened violation of the terms and provisions of this Agreement, any person entitled to enforce this Agreement may resort to all remedies available at law or in equity. Remedies to which any person entitled to enforce this Agreement may resort under the terms of this Agreement are cumulative, and are not intended to be exclusive of any other remedies or means of redress to which any person entitled to enforce this Agreement may be lawfully entitled in case of any breach or threatened breach of any provision hereof. Failure to insist in any one or more cases upon the strict performance of any of the provisions of this Agreement, or to exercise any remedy herein contained, will not be construed as a waiver or a relinquishment for the future of such covenant or remedy.

10. Release. Upon transfer by a Party of all of the property owned by such Party that is subject to and described in this Agreement, such transferring Party will be released from the provisions of this Agreement and the other Parties will look solely to the transferring Party's successors for performance of any obligations under this Agreement.

11. Notices. All notices or other written communications required or permitted under this Agreement must be in writing and will be deemed to have been properly given (i) upon delivery, if delivered in person or by facsimile transmission, if available, with receipt of an electronic confirmation thereof, (ii) one (1) business day after having been deposited for overnight delivery with any reputable overnight courier service, or (iii) three (3) business days after having been deposited in any post office or mail depository regularly maintained by the U.S. Postal Service and sent by registered or certified mail, postage prepaid, return receipt requested, addressed as follows:

If to <i>Owner</i> :	City of Richland 500 Amon Park Drive Richland, WA 99352
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If to Association: Badger Mountain Village Homeowners Association
441 Lakerose Loop
Richland, WA 99352

12. Authorization; Binding Effect. Each Party represents to the other that its execution of this Agreement has been authorized by all necessary corporate action and that this Agreement constitutes a binding obligation of such Party. Each individual who executes this Agreement on behalf of a Party represents to all Parties that he or she is authorized to do so.

13. Attorneys' Fees. If a Party is in default under this Agreement, the other Party will have the right, at the expense of the defaulting Party, to retain an attorney to make demand, enforce remedies, or otherwise protect or enforce the rights of the non-defaulting Party. A Party in default shall pay all attorneys' fees and costs so incurred.

14. Consent Required to Amend or Waive. No amendment or modification of any provision of this Agreement will be effective unless made in writing and signed by each of the Parties.

15. Counterparts. This Agreement may be executed in counterparts.

16. Entire Agreement. This Agreement (including all Exhibits hereto, which are incorporated herein by reference) sets forth the entire understanding of the Parties with respect to the subject matter of this Agreement and supersedes all prior agreements and understandings between the Parties regarding the subject matter of this Agreement.

17. Governing Law; Consent to Jurisdiction. This Agreement and its interpretation and enforcement are governed by the laws of the State of Washington. Each Party agrees that venue for any dispute arising out of or in connection with this Agreement will be in Benton County, Washington and each Party waives any objections it may now or hereafter have regarding such venue.

18. No Waiver. No waiver by any Party of any right or default under this Agreement will be effective unless in writing and signed by the waiving Party. No such waiver will be deemed to extend to any prior or subsequent right or default or affect in any way any rights arising by virtue of any prior or subsequent such occurrence.

19. Severability. If for any reason any provision of this Agreement is determined by a tribunal of competent jurisdiction to be legally invalid or unenforceable, the validity of the remainder of the Agreement will not be affected and such provision will be deemed modified to the minimum extent necessary to make such provision consistent with applicable law and, in its modified form, such provision will then be enforceable and enforced.

20. Terminology. Unless specifically indicated to the contrary: (i) wherever from the context it appears appropriate, each term stated in either the singular or the plural will include the plural and the masculine gender will include the feminine and neuter genders; (ii) the term "or" is not exclusive; (iii) the term "including" (or any form thereof) will not be limiting or exclusive; (iv) the words "Agreement," "herein," "hereof," "hereunder," or other words of similar import refer to this Agreement as a whole, including Exhibits and Schedules (if any), as the same may be modified, amended or supplanted. The headings in this Agreement have no independent meaning.

21. Disclaimer—Preparation of Agreement. This Agreement was originally prepared by counsel for *Association*. The Parties agree, however, that this fact shall not create any presumption in favor or against any Party in respect of the interpretation or enforcement of this Agreement. Each other Party is advised to have this Agreement reviewed by independent legal and tax counsel prior to its execution. By executing this Agreement, each such Party represents (i) that it has read and understands this Agreement, (ii) that it has had the opportunity to obtain independent legal and tax advice regarding this Agreement and (iii) that it has obtained such independent advice or has freely elected not to do so.

[signature page follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date and year first written above.

CITY OF RICHLAND,
a Washington municipal corporation

By: _____
John Fox, Mayor

Attest:

Marcia Hopkins, *City Clerk*

Approved as to Form:

Heather Kintzley, WSBA NO. 35520
City Attorney

BADGER MOUNTAIN VILLAGE MASTER
ASSOCIATION, a Washington nonprofit corporation

By: _____
James Guffee, Secretary

STATE OF WASHINGTON)

: ss.

County of Benton)

On the ____ day of _____, 2013, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared John Fox and Marcia Hopkins, to me known to be the Mayor and City Clerk of the City of Richland, a Washington municipal corporation, that executed the within and foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

Notary Public in and for the State of Washington,
residing at _____.
My commission expires on: _____

STATE OF _____)

: ss.

County of _____)

On this ____ day of _____, 2013, before me appeared James Guffee, Secretary of BADGER MOUNTAIN VILLAGE MASTER ASSOCIATION, the Washington nonprofit corporation that executed the within and foregoing instrument and acknowledged the said instrument to be the free and voluntary act and deed of said nonprofit corporation, for the uses and purposes therein mentioned, and on oath stated that he was authorized to execute said instrument on behalf of said limited liability company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal as of the day and year first above written.

Notary Public for the State of _____
residing at: _____
My commission expires on: _____

**EXHIBIT A
LEGAL DESCRIPTION**

A PARCEL OF LAND LOCATED IN A PORTION OF SECTION 27, TOWNSHIP 9 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON DESCRIBED AS FOLLOWS:

BEGINNING AT A UNITED STATES BUREAU OF RECLAMATION BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 27;

THENCE ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27, NORTH 2°11'30" EAST, A DISTANCE OF 606.31 FEET;

THENCE LEAVING THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27, NORTH 89°20'57" WEST, 30.01 FEET TO A POINT; SAID POINT BEING ON THE WESTERLY RIGHT-OF-WAY LINE OF BRANTINGHAM ROAD AND THE SOUTHERLY RIGHT-OF-WAY LINE OF WESTCLIFFE BOULEVARD (AUDITOR'S FILE NO. 2005-005967), SAID POINT BEING 30.00 FEET WESTERLY OF THE CENTERLINE OF SAID BRANTINGHAM ROAD AND 30.00 FEET SOUTHERLY OF THE CENTERLINE OF SAID WESTCLIFFE BOULEVARD WHEN MEASURED AT RIGHT ANGLES;

THENCE ALONG THE WESTERLY RIGHT-OF-WAY LINE OF SAID BRANTINGHAM ROAD, SOUTH 02°11'30" WEST PARALLEL TO THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27 FOR A DISTANCE OF 606.21 FEET;

THENCE CONTINUING ALONG THE WESTERLY RIGHT-OF-WAY LINE OF SAID BRANTINGHAM ROAD, SOUTH 02°11'33" WEST PARALLEL TO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 27 FOR A DISTANCE OF 658.25 FEET;

THENCE LEAVING SAID PARALLEL LINE, NORTH 89°07'23" WEST 1085.37 FEET;

THENCE NORTH 00°09'53" WEST, 93.40 FEET;

THENCE NORTHEASTERLY ALONG THE ARC OF A 600.00-FOOT RADIUS, TANGENT CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS NORTH 89°50'07" EAST), THROUGH A CENTRAL ANGLE OF 10°41'08" FOR AN ARC DISTANCE OF 111.90 FEET;

THENCE NORTH 10°31'15" EAST, 41.34 FEET;

THENCE NORTHERLY ALONG THE ARC OF A 600-FOOT RADIUS, TANGENT CURVE TO THE LEFT (THE RADIUS OF WHICH BEARS NORTH 79°28'45" WEST), THROUGH A CENTRAL ANGLE OF 08°33'42" FOR AN ARC DISTANCE OF 89.66 FEET;

THENCE SOUTH 78°15'09" EAST 30.42 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF GALA WAY AS SHOWN IN BADGER MOUNTAIN VILLAGE PHASE 2A, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 15 OF PLATS, PAGE 347, RECORDS OF BENTON COUNTY, WASHINGTON, SAID POINT ALSO BEING 30.00 FEET EASTERLY OF THE CENTER LINE THEREOF, WHEN MEASURED RADially;

THENC ALONG THE EASTERLY RIGHT-OF-WAY LINE OF SAID GALA WAY THE FOLLOWING COURSES:

THENCE NORTHEASTERLY, ALONG THE ARC OF 16.00-FOOT RADIUS, NON-TANGENT CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS SOUTH 87°34'14" EAST), THROUGH A CENTRAL ANGLE OF 93°28'31" FOR AN ARC DISTANCE OF 26.10 FEET;

THENCE NORTH 00°41'31" WEST, 50.36 FEET;

THENCE NORTHWESTERLY, ALONG THE ARC OF 16.00-FOOT RADIUS, NON-TANGENT CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS NORTH 06°24'53" EAST) THROUGH A CENTRAL ANGLE OF 85°32'21" FOR AN ARC DISTANCE OF 23.89 FEET;

THENCE NORTH 01°57'14" EAST, 318.87 FEET TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION;

THENCE LEAVING SAID EASTERLY RIGHT-OF-WAY OF GALA WAY, SOUTH 88°02'46" EAST 244.02 FEET;

THENCE NORTH 02°11'30" EAST 535.82 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF SAID WESTCLIFFE BOULEVARD, SAID POINT BEING 30.00 FEET SOUTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED AT RIGHT ANGLES;

THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, NORTH 89°20'57" WEST, 233.19 FEET;

THENCE LEAVING THE SOUTHERLY RIGHT-OF-WAY LINE, SOUTHWESTERLY ALONG THE ARC OF A 20.00-FOOT RADIUS, TANGENT CURVE TO THE LEFT (THE RADIUS OF WHICH BEARS SOUTH 00°39'03" WEST), THROUGH A CENTRAL ANGLE OF 90°02'08" FOR AN ARC DISTANCE OF 31.43 FEET TO THE SAID EASTERLY RIGHT-OF-WAY LINE OF SAID GALA WAY;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING COURSES:

SOUTH $00^{\circ}36'55''$, WEST 191.25 FEET;

THENCE ALONG A TANGENT CURVE TO THE LEFT, HAVING A RADIUS OF 16.00 FEET, THROUGH A CENTRAL ANGLE OF $92^{\circ}20'28''$, AN ARC LENGTH OF 25.79 FEET TO A POINT WHICH THE RADIUS BEARS NORTH $01^{\circ}43'33''$ WEST;

THENCE SOUTH $02^{\circ}14'38''$, WEST 50.12 FEET;

THENCE ALONG A NON-TANGENT CURVE TO THE LEFT, HAVING A RADIUS OF 16.00 FEET, THE RADIUS BEARS NORTH $01^{\circ}43'33''$ WEST, THROUGH A CENTRAL ANGLE OF $87^{\circ}02'42''$, AN ARC DISTANCE OF 24.31 FEET;

THENCE SOUTHERLY ALONG THE ARC OF A 2030.00-FOOT RADIUS REVERSE CURVE TO THE RIGHT, THROUGH A CENTRAL ANGLE OF $00^{\circ}43'30''$ FOR AN ARC DISTANCE OF 25.69 FEET;

THENCE SOUTH $01^{\circ}57'14''$ WEST 211.28 FEET TO THE SAID TRUE POINT OF BEGINNING OF THIS DESCRIPTION, CONTAINING 3.000 ACRES OF LAND, MORE OR LESS;

BEING A PORTION OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN THAT CERTAIN QUIT CLAIM DEED RECORDED ON SEPTEMBER 9, 2010, UNDER AUDITOR'S FILE NO. 2010-025947.

EXHIBIT B

A PARCEL OF LAND LOCATED IN A PORTION OF SECTION 27, TOWNSHIP 9 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT A UNITED STATES BUREAU OF RECLAMATION BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 27;

THENCE NORTH 02°11'30" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27 FOR A DISTANCE OF 666.33 FEET TO THE NORTHEAST CORNER OF THE SOUTH-HALF OF THE SOUTH-HALF OF THE NORTHEAST QUARTER OF SAID SECTION 27;

THENCE LEAVING THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27 AND FOLLOWING THE NORTH LINE OF THE SOUTH-HALF OF THE SOUTH-HALF OF THE NORTHEAST QUARTER OF SAID SECTION 27, NORTH 89°20'57" WEST, 30.01 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT BEING ON THE WESTERLY RIGHT-OF-WAY LINE OF BRANTINGHAM ROAD, SAID POINT ALSO BEING 30.00 FEET WESTERLY OF THE CENTERLINE OF SAID BRANTINGHAM ROAD WHEN MEASURED AT RIGHT ANGLES;

THENCE LEAVING THE WESTERLY RIGHT-OF-WAY LINE OF BRANTINGHAM ROAD AND CONTINUING TO FOLLOW THE NORTH LINE OF THE SOUTH-HALF OF THE SOUTH-HALF OF THE NORTHEAST QUARTER OF SAID SECTION 27, NORTH 89°20'57" WEST, 2461.93 FEET TO THE NORTHEAST CORNER OF THAT CERTAIN 60.00-FOOT ROAD RIGHT-OF-WAY AS DESCRIBED UNDER BENTON COUNTY AUDITORS FILE NO. 1999-037191;

THENCE LEAVING THE NORTH LINE OF THE SOUTH-HALF OF THE SOUTH-HALF OF THE NORTHEAST QUARTER OF SAID SECTION 27, SOUTH 00°41'16" WEST, 60.00 FEET TO THE SOUTHEAST CORNER OF SAID 60.00-FOOT ROAD RIGHT-OF-WAY;

THENCE CONTINUING ALONG THE SOUTHERLY LINE OF SAID 60.00-FOOT ROAD RIGHT-OF-WAY, NORTH 89°20'57" WEST, 131.81 FEET TO THE WEST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27, SAID POINT BEARS SOUTH 01°49'43" WEST, 60.01 FEET FROM THE NORTHWEST CORNER OF THE SOUTH-HALF OF THE SOUTH-HALF OF THE NORTHEAST QUARTER OF SAID SECTION 27;

THENCE CONTINUING ALONG THE SOUTHERLY LINE OF SAID 60.00-FOOT ROAD RIGHT-OF-WAY, NORTH 89°20'49" WEST, 571.15 FEET;

THENCE CONTINUING ALONG THE SOUTHERLY LINE OF SAID 60.00-FOOT ROAD RIGHT-OF-WAY, SOUTHWESTERLY ALONG THE ARC OF A 570.00-FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 10°29'25" FOR AN ARC DISTANCE OF 104.36 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF THE KENNEWICK IRRIGATION DISTRICT "BADGER EAST LATERAL," SAID POINT BEING 50.00 FEET EASTERLY OF THE CENTERLINE OF SAID "BADGER EAST LATERAL" WHEN MEASURED AT RIGHT ANGLES OR RADially;

THENCE ALONG THE EASTERLY RIGHT-OF-WAY LINE OF SAID "BADGER EAST LATERAL" THE FOLLOWING COURSES:

THENCE SOUTHWESTERLY, ALONG THE ARC OF A 164.60-FOOT RADIUS CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS SOUTH 83°55'40" WEST), THROUGH A CENTRAL ANGLE OF 34°40'21" FOR AN ARC DISTANCE OF 99.61 FEET;

THENCE SOUTH 28°36'01" WEST, 171.90 FEET;

THENCE, SOUTHEASTERLY, ALONG THE ARC OF A 31.90-FOOT RADIUS CURVE TO THE LEFT (THE RADIUS OF WHICH BEARS SOUTH 61°23'59" EAST), THROUGH A CENTRAL ANGLE OF 103°58'00" FOR AN ARC DISTANCE OF 57.88 FEET;

THENCE SOUTH 75°21'59" EAST, 101.60 FEET;

THENCE, SOUTHEASTERLY, ALONG THE ARC OF A 241.00-FOOT RADIUS CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS SOUTH 14°38'01" WEST), THROUGH A CENTRAL ANGLE OF 29°52'00" FOR AN ARC DISTANCE OF 125.63 FEET;

THENCE SOUTH 45°29'59" EAST 67.80 FEET;

THENCE, SOUTHEASTERLY, ALONG THE ARC OF A 432.00-FOOT RADIUS CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS SOUTH 44°30'01" WEST) THROUGH A CENTRAL ANGLE OF 13°18'00" FOR AN ARC DISTANCE OF 100.28 FEET;

THENCE SOUTH 32°11'59" EAST, 198.50 FEET;

THENCE, SOUTHEASTERLY, ALONG THE ARC OF A 432.00-FOOT RADIUS CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS SOUTH 57°48'01" WEST), THROUGH A CENTRAL ANGLE OF 15°59'00" FOR AN ARC DISTANCE OF 120.51 FEET;

THENCE SOUTH 16°12'59" EAST, 160.80 FEET;

THENCE SOUTHWESTERLY, ALONG THE ARC OF A 164.60-FOOT RADIUS CURVE TO THE RIGHT (THE RADIUS OF WHICH BEARS SOUTH 73°47'01" WEST) THROUGH A CENTRAL ANGLE OF 48°51'00" FOR AN ARC DISTANCE OF 140.34 FEET;

THENCE SOUTH 32°38'01" WEST, 90.56 FEET TO A POINT ON THE WESTERLY LINE OF THE "GOLPEN PARCEL" AS DESCRIBED UNDER BENTON COUNTY AUDITORS FILE NO. 94-20319;

THENCE LEAVING THE EASTERLY RIGHT-OF-WAY LINE OF SAID "BADGER EAST LATERAL" AND FOLLOWING THE BOUNDARY OF SAID "GOLPEN PARCEL" THE FOLLOWING COURSES:

THENCE NORTH 43°19'59" EAST, 268.23 FEET;

THENCE NORTH 74°20'23" EAST, 631.38 FEET;

THENCE SOUTH 73°25'14" EAST, 120.54 FEET TO THE MOST EASTERLY NORTHEAST CORNER OF SAID "GOLPEN PARCEL," SAID POINT ALSO BEING THE MOST NORTHERLY NORTHWEST CORNER OF THE "ANDERSON PARCEL" AS DESCRIBED UNDER BENTON COUNTY AUDITORS FILE NO. 96-16669;

THENCE LEAVING THE BOUNDARY OF SAID "GOLPEN PARCEL" AND FOLLOWING THE BOUNDARY OF THE SAID "ANDERSON PARCEL" THE FOLLOWING COURSES:

THENCE SOUTH 87°13'15" EAST, 79.36 FEET;

THENCE SOUTH 51°31'17" EAST, 308.32 FEET;

THENCE SOUTH 43°57'47" EAST, 356.90 FEET TO THE MOST EASTERLY SOUTHEAST CORNER OF SAID "ANDERSON PARCEL;"

THENCE LEAVING SAID "ANDERSON PARCEL," SOUTH 89°07'23" EAST, 1375.24 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF SAID BRANTINGHAM ROAD, SAID POINT ALSO BEING 30.00 FEET WESTERLY OF THE CENTERLINE OF SAID BRANTINGHAM ROAD WHEN MEASURED AT RIGHT ANGLES;

THENCE NORTH 02°11'30" EAST, 1324.50 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING: 79.46 acres, more or less.

EXCEPTING THEREFROM:

A PARCEL OF LAND LOCATED IN A PORTION OF SECTION 27, TOWNSHIP 9 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY,

WASHINGTON DESCRIBED AS FOLLOWS:

BEGINNING AT A UNITED STATES BUREAU OF RECLAMATION BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 27;

THENCE ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27, NORTH 2°11'30" EAST, A DISTANCE OF 606.31 FEET;

THENCE LEAVING THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27, NORTH 89°20'57" WEST, 30.01 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT BEING ON THE WESTERLY RIGHT-OF-WAY LINE OF BRANTINGHAM ROAD AND THE SOUTHERLY RIGHT-OF-WAY LINE OF WESTCLIFFE BOULEVARD (AUDITOR'S FILE NO. 2005-005967), SAID POINT BEING 30.00 FEET WESTERLY OF THE CENTERLINE OF SAID BRANTINGHAM ROAD AND 30.00 FEET SOUTHERLY OF THE CENTERLINE OF SAID WESTCLIFFE BOULEVARD WHEN MEASURED AT RIGHT ANGLES;

THENCE ALONG THE WESTERLY RIGHT-OF-WAY LINE OF SAID BRANTINGHAM ROAD, SOUTH 02°11'30" WEST PARALLEL TO THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 27 FOR A DISTANCE OF 606.21 FEET;

THENCE CONTINUING ALONG THE WESTERLY RIGHT-OF-WAY LINE OF SAID BRANTINGHAM ROAD, SOUTH 02°11'33" WEST PARALLEL TO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 27 FOR A DISTANCE OF 262.74 FEET; THENCE LEAVING SAID WESTERLY LINE, NORTH 87°48'30" WEST 705.00 FEET; THENCE NORTH 02°11'30" EAST 367.97 FEET; THENCE NORTH 87°48'30" WEST 93.43 FEET; THENCE NORTH 02°11'30" EAST 479.52 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF WESTCLIFFE BOULEVARD (AUDITOR'S FILE NO. 2005-005967), SAID POINT BEING 30.00 FEET SOUTHERLY OF THE CENTERLINE OF SAID WESTCLIFFE BOULEVARD WHEN MEASURED AT RIGHT ANGLES; THENCE SOUTH 89°20'57" EAST 798.72 FEET TO THE SAID TRUE POINT OF BEGINNING OF THIS DESCRIPTION,

CONTAINING: 14.94 ACRES OF LAND, MORE OR LESS.

EXHIBIT C
LEGAL DESCRIPTION OF COMMON AREAS IN PHASES 1, 2A AND 2B

Tracts A, B and D, Badger Mountain Village Phase I, according to the plat thereof recorded in Volume 15 of plats, page 323, records of Benton County, Washington.

Tracts A, B, C and D, Badger Mountain Village Phase 2A, according to the plat thereof recorded in Volume 15 of plats, page 347, records of Benton County, Washington

Assessor's Property Tax Parcel Account No. 1-2798-403-0001-000, 1-2798-403-0002-000, 1-2798-403-0003-000, 1-2798-404-0001-000, 1-2798-404-0002-000, 1-2798-404-0003-000, 1-2798-404-0004-000



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C20

Key Element: Key 3 - Economic Vitality

Subject: FINAL SUBDIVISION PLAT OF THE HEIGHTS AT MEADOW SPRINGS PHASE 4

Department: Community and Development Services

Ordinance/Resolution:

Reference:

Document Type: Plat

Recommended Motion:

Approve the final plat of The Heights at Meadow Springs Phase 4 subject to completion, or bonding for completion, of all required public infrastructure.

Summary:

The plat of The Heights at Meadow Springs is located south of the plat of Meadows East, southeast of Bellerive Drive and west of Steptoe Street. City Council approved the preliminary plat in April 2005. The preliminary plat provided for the phased development of an approximately 52-acre site into 155 single family residential lots. The first three phases of the plat were approved in June 2007, January 2011 and October 2011 and have created a total of 85 lots to date.

The final plat of The Heights at Meadow Springs Phase 4 (Attachment 1) would create 29 new single family residential lots on 9.55 acres. The lot sizes range from 9,540 square feet to 14,300 square feet with an overall average lot size of 11,066 square feet for this phase of the development.

The final plat is consistent with the conditions of approval for the preliminary plat (Attachment 3) and with the requirements of RMC Title 23: Zoning and RMC Title 24: Plats and Subdivisions. The lots all exceed the minimum lot size and dimensional requirements of the underlying R1-10 zoning district. Public infrastructure improvements have been substantially completed and, if approved by Council, all remaining items will either be completed, bonded, or other appropriate financial security guaranteeing their completion provided, prior to recording of the final plat.

Fiscal Impact?

☒ Yes ☐ No

Approval and recording of the final plat creating 29 new residential lots will increase the underlying property value with future housing construction on the lots further increasing property value and related tax revenues to the City. Development will increase demand on City services and require ongoing maintenance of the public streets and the other public infrastructure within the plat boundaries.

Attachments:

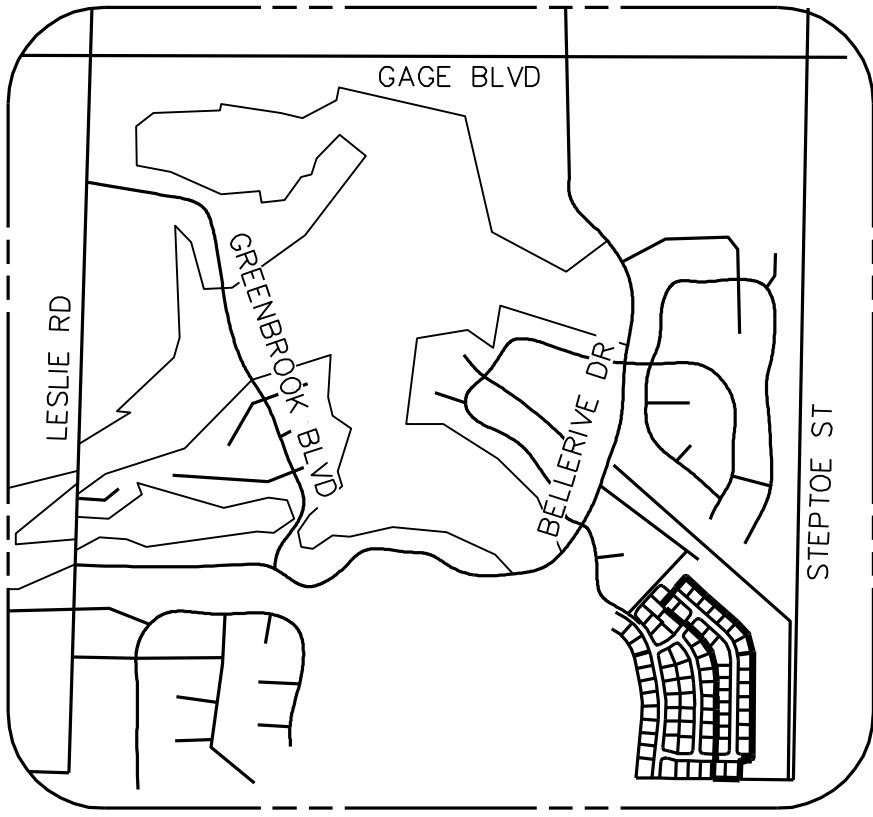
- 1) Final Plat
- 2) Vicinity Map
- 3) Plat Conditions

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:55:43 GMT-0700 2013

THE FINAL PLAT OF
THE HEIGHTS AT
MEADOW SPRINGS
PHASE 4

S.E. 1/4 OF SEC. 36, T.9N., R.28E., W.M.,
CITY OF RICHLAND,
BENTON COUNTY, WASHINGTON



VICINITY SKETCH
NOT TO SCALE

LINE TABLE		
LINE	LENGTH	BEARING
L1	12.43	N48°23'33"W
L2	16.95	S89°23'05"E
L3	31.15	S89°23'05"E
L4	26.00	N00°36'55"E
L5	52.82	S89°23'05"E
L6	28.00	N00°36'44"E
L7	10.10	S00°40'11"W
L8	17.61	N39°19'45"E
L9	16.66	N12°02'34"W
L10	10.48	S89°23'04"E
L11	122.68	N54°49'46"E
L12	58.26	N00°36'59"E

CURVE TABLE					
CURVE	LENGTH	RADIUS	CHORD	CH. BEARING	DELTA
C1	38.28	25.00	34.65	N04°31'54"W	87°43'18"
C2	40.26	25.00	36.05	S85°28'06"W	92°16'42"
C3	39.25	25.00	35.34	N45°38'33"E	89°56'44"
C4	39.29	25.00	35.37	S44°21'27"E	90°03'16"
C5	10.00	277.00	10.00	N08°22'40"W	2°04'08"
C6	13.01	277.00	13.01	N47°02'49"W	2°41'27"

PLAT CLOSURE

BEARING	DISTANCE	NORTH	SOUTH	EAST	WEST
S 89°23'04"E	200.00	0.0000	2.1489	199.9885	0.0000
N 00°36'59"E	130.00	129.9925	0.0000	1.3985	0.0000
S 89°23'05"E	31.15	0.0000	0.3345	31.1482	0.0000
N 00°36'55"E	26.00	25.9985	0.0000	0.2792	0.0000
S 89°23'05"E	52.82	0.0000	0.5673	52.8170	0.0000
N 00°36'44"E	788.16	788.1062	0.0000	9.2125	0.0000
N 15°16'16"W	129.19	124.6284	0.0000	0.0000	34.0269
N 43°33'35"W	124.47	90.1980	0.0000	0.0000	85.7735
N 48°14'26"W	103.63	69.0181	0.0000	0.0000	77.3025
N 48°23'33"W	400.00	265.6099	0.0000	0.0000	299.0843
N 41°36'27"W	105.00	0.0000	78.5097	0.0000	69.7225
S 39°29'11"W	54.04	0.0000	41.7068	0.0000	34.3637
S 41°36'27"W	113.00	0.0000	84.4914	0.0000	75.0347
N 48°23'33"E	42.00	0.0000	27.8890	31.4038	0.0000
N 48°25'47"E	169.79	0.0000	112.6622	127.0270	0.0000
S 39°19'45"E	17.61	13.6217	0.0000	11.1608	0.0000
S 50°40'15"E	54.00	0.0000	34.2239	41.7699	0.0000
N 44°44'52"E	107.74	0.0000	76.5184	75.8475	0.0000
S 37°07'34"E	140.22	0.0000	111.7987	84.6327	0.0000
N 12°02'34"E	116.27	0.0000	113.7111	24.2588	0.0000
S 05°20'18"E	103.31	0.0000	102.8619	9.6116	0.0000
N 00°40'10"E	589.99	0.0000	589.9497	0.0000	6.8933
S 89°23'05"E	16.95	0.1820	0.0000	0.0000	16.9490
N 00°36'50"E	130.00	0.0000	129.9925	0.0000	1.3928
		1507.35	1507.36	700.55	700.54



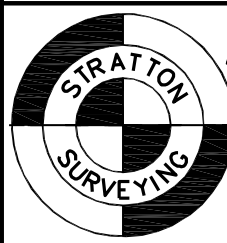
SCALE 1" = 50'
0 50 100 150

BASIS OF BEARING
THE PLAT OF
THE HEIGHTS AT MEADOW SPRINGS
PHASE 2
EQUIPMENT USED
A THREE-SECOND TOTAL STATION
TOPCON RTK GPS

LEGEND

- = SET 5/8" REBAR W/ ORANGE PLASTIC CAP
- = MARKED "STRATTON AAD 38021"
- = SET CASED BRASS CAP
- = MARKED "38021"
- = FOUND AS INDICATED
- B.O.B. = BASIS OF BEARING
- (NS) = NOT FOUND OR SET
- = FOUND CASED BRASS CAP
- OP = OVERHEAD POWER, B.P.A. LINE

FINAL PLAT FOR
RON ASMUS



STRATTON SURVEYING
& MAPPING, PC

7525 W. DESCHUTES PL. UNIT 1C
KENNEWICK, WA 99336
(509) 735-7364
FAX: (509) 735-6560
stratton@strattonsurvey.com

4486PL2.DWG © 2013
DATE: 08/15/13 SHT. 1 OF 2
DRAWN BY: DCI JOB # 4486

INDEX

1/4	1/4	SEC	T.	R.
		36	9 N	28E

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF
_____, 2013 AT _____ MINUTES PAST
_____, AND RECORDED IN VOLUME _____ OF
PLATS PAGE _____, AT THE REQUEST OF
AARON A. DYCK, P.L.S.

BENTON COUNTY AUDITOR INDEX NO.
DEPUTY FEE NO.

SURVEYOR'S CERTIFICATE:

I, AARON A. DYCK, A LICENSED LAND SURVEYOR IN THE STATE OF WASHINGTON, HEREBY CERTIFY THAT THE PLAT OF "THE HEIGHTS AT MEADOW SPRINGS PHASE 4", AS SHOWN HEREON, IS BASED ON AN ACTUAL FIELD SURVEY OF THE LAND DESCRIBED, AND THAT ALL COURSES AND DISTANCES ARE CORRECTLY SHOWN, AND THAT SAID PLAT IS STAKED ON THE GROUND AS INDICATED HEREON.

DATE



THE FINAL PLAT OF
THE HEIGHTS AT
MEADOW SPRINGS
PHASE 4

S.E. 1/4 OF SEC. 36, T.9N., R.28E., W.M.,
CITY OF RICHLAND,
BENTON COUNTY, WASHINGTON

DEDICATION

WE, RON ASMUS AS HIS SEPARATE ESTATE AND COLUMBIA RIVER BANK AS DEED OF TRUST BENEFICIARY, HEREBY CERTIFY THAT WE ARE THE OWNER'S OF THE TRACT OF LAND DESCRIBED HEREON AND THAT WE HAVE CAUSED SAID LAND TO BE SURVEYED AND PLATTED INTO LOTS AND TRACTS AND THAT ALL STREETS, ROAD RIGHTS-OF-WAY, UTILITY EASEMENTS, SHOWN HEREON ARE HEREBY DEDICATED TO THE PUBLIC AND THAT THIS SUBDIVISION SHALL HEREAFTER BE KNOWN AND DESIGNATED BY THE NAME THE HEIGHTS AT MEADOWS SPRINGS PHASE 4.

RON ASMUS

COLUMBIA RIVER BANK

BY: TITLE:

ACKNOWLEDGEMENT

STATE OF

COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT RON ASMUS IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED:

NOTARY PUBLIC MY APPOINTMENT EXPIRES

ACKNOWLEDGEMENT

STATE OF

COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT (HE/SHE) SIGNED THIS INSTRUMENT, ON OATH STATED THAT (HE/SHE) WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED:

NOTARY PUBLIC MY APPOINTMENT EXPIRES

APPROVALS:

THE PLAT THE HEIGHTS AT MEADOW SPRINGS PHASE 4, IS HEREBY APPROVED BY AND FOR THE CITY OF RICHLAND, STATE OF WASHINGTON. ANY EXISTING EASEMENTS LYING WITHIN THE BOUNDARIES OF THIS PLAT THAT ARE UNDER THE JURISDICTION OF THE CITY AND NOT SHOWN HEREON ARE HEREBY RELINQUISHED.

CHAIRMAN, RICHLAND PLANNING COMMISSION DATE

CITY ENGINEER, RICHLAND DATE

CITY MANAGER, RICHLAND DATE

CLERK, CITY OF RICHLAND DATE

I HEREBY CERTIFY THAT THE TAXES ON THE LAND DESCRIBED HEREON HAVE BEEN PAID TO AND INCLUDING THE YEAR PARCEL NO. 136981020007001 & 136984000002000.

TREASURER, BENTON COUNTY DATE

ATTEST:
BENTON COUNTY ASSESSOR DATE

IRRIGATION

I HEREBY CERTIFY THE PROPERTY DESCRIBED HEREIN IS LOCATED WITHIN THE BOUNDARIES OF THE KENNEWICK IRRIGATION DISTRICT, BUT THE PROPERTY IS NOT CLASSIFIED AS IRRIGABLE LAND AND IS NOT ENTITLED TO IRRIGATION WATER UNDER THE EXISTING OPERATING RULES AND REGULATIONS OF THE DISTRICT. I FURTHER CERTIFY THE IRRIGATION EASEMENTS SHOWN ON THE FINAL PLAT ARE ADEQUATE TO SERVE ALL LOTS SHOWN HEREON PER THE REQUIREMENTS OF RCW 58.17.310.

KENNEWICK IRRIGATION DISTRICT DATE

NOTES

- ADDRESSES SHOWN IN BRACKETS ARE SUBJECT TO CHANGE BY THE CITY OF RICHLAND, ZIP CODE: 99352.
- ALL LANDSCAPED AREAS WITHIN THE PLAT THAT ARE IN THE PUBLIC RIGHT OF WAY SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS TO MAINTAIN.
- ALL SIDEWALKS INSTALLED IN THE HEIGHTS AT MEADOW SPRINGS PHASE 4 THAT ARE ADJACENT TO CITY STREETS SHALL BE 5-FEET WIDE.
- CENTRALIZED DELIVERY UNITS (CBU/MAILBOX) TO BE INSTALLED PRIOR TO ISSUANCE OF ANY BUILDING PERMIT.
- THE HOMEOWNERS WITHIN THE PLAT OF THE HEIGHTS AT MEADOW SPRINGS PH. 4 CAN MAINTAIN THE LANDSCAPING WITHIN THE STORM DRAINAGE POND FOR AESTHETIC PURPOSES IF SO DESIRED.
- THE CITY OF RICHLAND'S STANDARD FOR STORM POND MAINTENANCE CONSISTS OF SEMI-ANNUAL VEGETATION ABATEMENT AND SPECIFICALLY DOES NOT INCLUDE IRRIGATION, LANDSCAPING OR OTHER AESTHETIC IMPROVEMENTS.
- THE FUTURE STEPTOE STREET CORRIDOR IS A PRINCIPAL ARTERIAL STREET, AND THE FUTURE CENTER BLVD. CORRIDOR IS AN ARTERIAL COLLECTOR STREET.



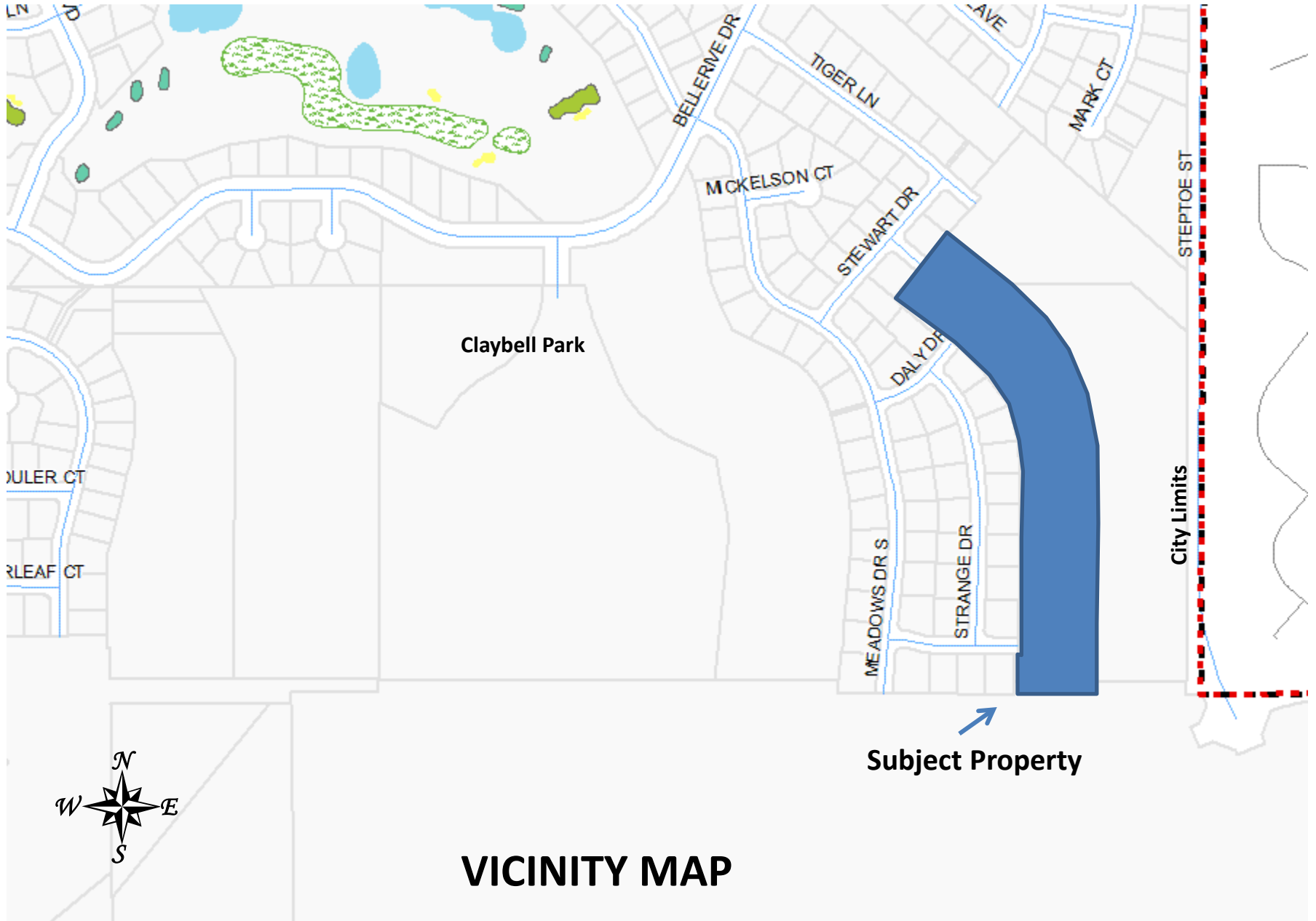
AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS DAY OF 2013 AT MINUTES PAST M. AND RECORDED IN VOLUME OF PLATS PAGE, AT THE REQUEST OF AARON A. DYCK, P.L.S.

BENTON COUNTY AUDITOR INDEX NO.

DEPUTY FEE NO.

FINAL PLAT FOR <i>RON ASMUS</i>	
<div><div><div>STRATTON SURVEYING</div></div><div>STRATTON SURVEYING & MAPPING, PC 7525 W. DESCHUTES PL. UNIT 1C KENNEWICK, WA 99336 (509) 735-7364 FAX: (509) 735-6560 stratton@strattonsurvey.com</div></div>	
4486PL1A.DWG	© 2013
DATE: 8/05/13	SHT. 2 OF 2
DRAWN BY: DCI/AAD	JOB # 4486



**RICHLAND PLANNING COMMISSION
TECHNICAL ADVISORY COMMITTEE REPORT (S2005-100)
MARCH 18, 2005 - AMENDED**

Note: The original Report was dated January 20, 2005 and has been modified to include the changes reflected in the revised plat map submitted by the applicant which eliminated the extension of Meadows East Drive. Changes are indicated by the underlined typestyle.

APPLICANT: RON ASMUS

REQUEST: PRELIMINARY PLAT APPROVAL TO SUBDIVIDE AN
APPROXIMATELY 52-ACRE PARCEL INTO 155 RESIDENTIAL
LOTS (HEIGHTS AT MEADOW SPRINGS).

LOCATION: GENERALLY SOUTH OF THE PLAT OF MEADOWS EAST AND
SOUTHEAST OF BELLERIVE DRIVE.

SURVEYOR: WORLEY SURVEYING SERVICES, INC.

TECHNICAL ADVISORY COMMITTEE RECOMMENDATIONS

The Technical Advisory Committee conducted a review of the subject request and recommends that if the preliminary plat is approved, such approval be subject to the following conditions:

1. Preliminary plat approval is contingent on Richland City Council approval of the request to rezone the site from the existing Low Density Single Family Residential (R-1L) zoning district to a Medium Density Single Family Residential (R-1M) zoning district.
2. Prior to final plat approval, complete engineering plans indicating street design and grading, utility plans including water and sewer, electrical, street lighting, telephone, television cable, natural gas, and irrigation system shall be approved by the Richland Civil and Utility Engineering Division and shall be consistent with the requirements of the responsible departments or companies.
3. Prior to final plat approval all improvements required by Richland Municipal Code (RMC) Title 24 Plats and Subdivisions shall be installed and accepted by the City or the developer shall provide bonding or other sufficient security acceptable to the City ensuring their installation.
4. The street names and addresses shall be finalized at time of final plat submittal and review. Street naming and addressing shall be in conformance with RMC Chapter 12.01.

5. Pedestrian walkways a minimum of 10-feet in width shall be provided between “A” Street and the Steptoe Street extension corridor near the “E” Street alignment and between Meadows Drive South and the Amon Wasteway right of way near the Meadows Drive East alignment. The mid-block walkways shall be improved to the specifications of the Richland City Engineer concurrent with other public infrastructure prior to final plat approval of the phases of development they are located in.
6. Approval is subject to compliance with provisions of RMC Section 9.16.046 pertaining to dust control during construction.
7. A common screening and landscaping treatment shall be provided along the property lines of all lots with frontage along Bellerive Drive and frontage along the proposed Center Boulevard extension. The design for the landscaping/screening treatment along Bellerive Drive shall be similar to that currently constructed along Bellerive Drive in the Meadows East subdivision. The fence/screening designs shall be submitted for review and approval by the Richland Planning and Development Services Division and shall be constructed or construction otherwise financially secured prior to approval of any final plat phase that includes lots adjacent to said streets.
8. Prior to first phase final plat approval the developer shall submit a plan for the ongoing maintenance and ownership of all common tracts including the open space tracts (Tracts A and B). It is the intent that the ownership and maintenance responsibilities of Tracts A and B should be shared between the homeowners in the Meadows East subdivision and the future homeowners in the Heights at Meadow Springs subdivision.
9. If ultimate development plans include a recreational vehicle storage area, said storage area shall be screened with a six-foot high sight-obscuring fence or wall consisting of wood, concrete block, or fencing with solid sight-obscuring evergreen landscape treatment. Plans for the required screening shall be reviewed and approved by the Richland Planning and Development Services Division prior to installation.
10. The proposed recreational vehicle storage area shall be limited to use by homeowners within the boundaries of the Heights at Meadow Springs subdivision. Storage shall be limited to licensed and operable automobiles and recreational vehicles.
11. Concurrent with submittal of construction plans for any phase of development that includes lots adjacent to the Amon Wasteway, developer shall submit detailed erosion control plans to ensure that sediments from erosion do not reach wetland or riparian areas.

12. Preliminary plat approval is subject to all conditions of approval set forth in the attached memorandums from the Civil and Utility Engineering Division dated January 18, 2005 and from the Richland Fire and Emergency Services Department dated January 13, 2005.
13. A paved pedestrian pathway connection shall be provided from the plat boundary at the end of Meadows East Drive right-of-way, across Tract A and onto Street "A".

**CITY OF RICHLAND
CIVIL AND UTILITY ENGINEERING
DEVELOPMENT COMMENTS**

DATE: January 18, 2005

TO: JEFF ROLPH, SENIOR PLANNER

PLAT REVIEW BY: JASON REATHAFORD, ENGINEERING TECH 4
MARK NOGA, CIVIL ENGINEER II

PROJECT NAME: THE HEIGHTS AT MEADOW SPRINGS (S2005-100) 155 LOTS

PROJECT LOCATION: SOUTH OF MEADOWS EAST, SOUTHEAST OF BELLERIVE DRIVE

The Civil and Utility Engineering Division has reviewed the plat received in this office on December 29, 2004, for the above referenced property and has the following conditions.

1. All final plans for public improvements shall be submitted on a 24" x 36" format. When construction of the infrastructure has been substantially completed, the applicant shall provide 3 mil mylar record drawings to the City. The record drawings shall be submitted and approved by the City before the final punchlist inspection will be performed. All final punchlist items shall be completed or financially guaranteed prior to recording of the final plat. Mylar record drawings of the street lights are also required prior to the final inspection.
2. Any work within the public right-of-way or easements or involving public infrastructure will require the applicant to obtain a right-of-way permit prior to construction. A plan review and inspection fee in the amount equal to 5% of the construction costs of the work within the right-of-way or easement will be collected at the time the permit is issued. A stamped, itemized Engineers estimate (Opinion of probable cost) shall be submitted along with the final submittal.
3. A pre-construction conference will be required prior to the start of any work within the public right-of-way or easement. Contact the Civil and Environmental Engineering Division at 942-7500 to schedule a pre-construction conference.
4. Any public access and utility easements, such as water, sewer, electrical etc., must be provided prior to final acceptance by the City.
5. Site plan drawings which involve the construction of public infrastructure shall be drawn on a standard 24" x 36" drawing format to a scale which shall not be less than 1"= 40'.
6. All plan sheets involving construction of public infrastructure shall have the stamp of a current Washington State licensed professional engineer.
7. All construction plan sheets shall include the note "CALL TWO WORKING DAYS BEFORE YOU DIG 1-800-424-5555."
8. An irrigation source and distribution system, entirely separate from the City's domestic water system, shall be provided for this development south of the parcel line between tracts 2 and 3 of the plat of Meadows East (the area identified as Tract 3 of the plat of Meadows East will require a separate source of irrigation water). *Construction plans will not be accepted for review until adequate and viable proof of an irrigation source is made available by the developer.* The designing Engineer shall submit plans for the proposed irrigation system to the Irrigation District with jurisdiction over the property at the same time that they are submitted to the City for construction review. Plans shall be

reviewed and accepted by said irrigation district prior to issuance of a Right-of-Way permit by the City. Easements shall be provided on the final plat for this system where needed.

9. A storm sewer system shall be designed to contain or pass a 25-year storm. Provide storm drainage calculations based on a 25-year storm using the Benton County Hydrology Manual. Calculations shall be stamped by a professional Civil Engineer. Prior to discharging any storm drainage waters from paved surfaces into drainage ditches, groundwater or a public system, an oil/water separator must be installed. The applicant's design shall provide runoff protection to downstream property owners. The project will require detailed erosion control plans.
 - A. Prior to or concurrent with the submittal of the first phase the developer shall provide a Geotechnical report including the percolation rate of the soils in the area of any storm retention ponds.
 - B. Any discharge of storm water into the Amon creek will have to be permitted by any or all agencies with jurisdiction over Amon creek. These agencies may include (but not be limited to); Kennewick Irrigation District, Bureau of Reclamation, National Marine Fisheries Service, U.S. Fish and Wildlife, State of Washington Dept. of Fish and Wildlife, Department of Ecology, and Army Corps of Engineers. The amount of post-development storm runoff from the proposed site shall not exceed the amount of pre-development runoff.
10. If the storm drain ponds slopes are greater than 25%, then a fence will be required around the perimeter of the pond with a minimum 12-foot wide gate for maintenance vehicles. A maintenance road from the public Right of Way to the bottom of the pond is also needed (2-inches of compacted gravel, minimum). The city's maintenance of the pond in the future will consist of trimming weeds to keep them below 6-inches, and maintaining the pond for functionality. If the developer wishes for the pond to be landscaped and visually appealing, then the homeowners association should be considered for maintenance responsibilities. This will require an irrigation meter and sprinkler system (including a power source), and responsibility for maintaining the landscaping.
11. If any existing storm drainage empties onto the proposed site, said storm drainage shall be considered an existing condition, and it shall be the responsibility of the property developer to design a system to contain or treat and release the off-site storm drainage.
12. If there are any natural drainage ways across the proposed pre-plat, the engineered construction plans shall address it in accordance with Richland Municipal code 24.16.170 ("Easements-watercourses").
13. Any grading to take place within this preliminary plat shall be in accordance with the standards of and subject to approval of all agencies with jurisdiction over Amon creek. The applicant is required to contact all interested agencies involved prior to beginning grading procedures.
14. All Geotechnical recommendations pertaining to this site shall conform to the requirements of any or all agencies with jurisdiction over Amon creek. These agencies may include (but not be limited to); State of Washington Dept. of Fish and Wildlife, Kennewick Irrigation District, Bureau of Reclamation, National Marine Fisheries Service, U.S. Fish and Wildlife, the Department of Ecology, and the Army Corps of Engineers.
15. Public improvement design shall follow the following general format:
 - A. Sanitary sewer shall be aligned on the north and west side of street centerlines.
 - B. Storm sewer shall be aligned on the south and east side of street centerlines.
 - C. Any sewer or storm manholes that are installed outside of public Right of Way shall have an acceptable 12-foot wide gravel access road (minimum) provided from a public street for maintenance vehicles.
 - D. 10-feet horizontal spacing shall be maintained between domestic water and sanitary sewer mainlines and service lines.

- E. Water lines shall be aligned on the south and east side of street centerlines.
 - F. Watermains larger than 8-inches in diameter shall be ductile iron.
 - G. Watermains installed outside of City Right of Way shall be ductile iron and may need restrained joints.
 - H. All watermains outside areas zoned R1 shall be ductile iron.
 - I. Fire hydrant location shall be reviewed and approved by the City Fire Marshal.
 - J. Sewer mains over 15-feet deep shall be constructed out of C900 PVC or ductile iron. The entire main from manhole to manhole shall be the same material. Private sewer service lines over 15-feet deep shall also be constructed of the same material, then transition to regular sewer piping above 15-feet.
 - K. All utilities shall be extended to the adjacent property (properties) at the time of construction.
 - L. The minimum centerline finish grade shall be no less than 0.30 % and the maximum centerline finish grade shall be no more than 10.0 % for local streets.
 - M. The minimum centerline radius for local streets shall be 100-feet.
 - N. Any filling of low areas that may be required within the public Right of Way shall be compacted to City standards.
 - O. A composite utility plan shall be included in the submitted plan set.
 - P. A detailed grading plan shall be included in the submitted plan set.
 - Q. For public utilities not located within public street rights-of-way the applicant shall provide maintenance access acceptable to the City and the applicant shall provide an exclusive 10-foot wide public utility easement (minimum) to be conveyed to the City of Richland.
 - R. Final design of the public improvements shall be approved at the time of the City's issuance of a Right-of-way Construction Permit for the proposed construction.
 - S. All public improvements shall comply with the State of Washington and City of Richland requirements, standards and codes.
 - T. All cul-de-sacs shall have a minimum radius of 45 feet to the face of curb to allow for adequate turning radius of fire trucks and solid waste collection vehicles.
 - U. All public streets shall meet design requirements for sight distance (horizontal, vertical and intersectional).
 - V. The final engineered construction plans shall identify locations for irrigation system, street lighting, gas service, power lines, telephone lines, cable television lines, street trees and mail boxes.
 - W. Construction plans shall provide or reference all standard drawings or special details that will be necessary to construct all public improvements which will be owned, operated, maintained by the City or used by the general public (Commercial Driveway, Curb, Gutter, Sidewalk, Water, Sewer, Storm, Street and Street lighting etc.).
 - X. The contractor shall be responsible for any and all public infrastructure construction deficiencies for a period of one year from the date of the letter of acceptance by the City of Richland.
16. If the project will be built in phases the applicant shall submit a master plan for the sanitary sewer, domestic water, storm drainage, electrical, street lighting and irrigation system for the entire project prior to submitting plans for the first phase to assure constructability of the entire project. This includes the location and size of any storm retention ponds that may be required to handle runoff.
17. Sidewalks shall be installed along all public Right of Way frontages that building lots do not front on during construction of those phases (e.g., storm drainage ponds, pedestrian walkways, etc.).
18. If the project is to be constructed in phases, all dead-end streets longer than 150-feet that will be continued later need to have temporary turn-arounds built at the end of them. The radius of these turn-arounds shall be 45-feet minimum, and shall be constructed of 2-inches of compacted top course gravel for slopes less than 5%, or of 2-inches of asphalt atop 2-inches of gravel for slopes greater than 5%. If the temporary turn around is not located within the final plat an easement with a 50-foot radius will be required.

19. If the Fire Marshal requires a secondary emergency vehicle access, it shall be included in the construction plan set and be designed to the following standards:
 - A. 2-inches compacted gravel, minimum.
 - B. 2% cross-slope, maximum.
 - C. 5% slope, maximum. Any access road steeper than 5% shall be paved or be approved by the Fire Marshal.
 - D. Be 20-feet in width.
 - E. Have radii that are accommodating with those needed for City Fire apparatus.
20. The applicant has submitted a traffic analysis which has been reviewed and accepted by the City's Traffic Engineer. The traffic analysis states that the intersection of "Meadows Drive South" with Bellerive Drive, the intersection of "A Street" and Bellerive Drive, and the intersection of Broadmoor Street and Leslie Road will continue to operate at an acceptable level of service (above a level of service "D"). It was determined prior to the study being completed that the new traffic signal at the intersection of Bellerive Drive & Gage Boulevard would accommodate all future traffic for this area.
21. The proposed "Meadows Drive East" shall be built across "Tract A" to connect to the existing "Meadows Drive East" road stub as intended by the original preliminary plat of the Meadows East. This connection shall be made when the phase that constructs the "Meadows Drive East" & "A Street" intersection is built. This off-site road shall be built 36-feet wide with curb, gutter and sidewalks. Any warning signs or pedestrian crosswalks that may be needed for this section of roadway through Tract A shall be the responsibility of the developer to install.
If it is determined that this street connection is not required, then the developer of the proposed preliminary plat shall construct a City standard cul-de-sac within Tract A at the South end of the existing "Meadows Drive East" road stub in accordance with City standards. This is consistent with other developments in South Richland. The roads and lot layout in the proposed preliminary plat will also have to be re-drawn to accommodate this change.
The multiple utility connections across Tract A mentioned below will also have to be made, regardless of whether or not the "Meadows Drive East" connection is made.
22. In accordance with City of Richland Municipal Code, the Bellerive Drive frontage adjacent to the preliminary plat shall be completed (sidewalk and possibly street lighting) when the phase that fronts on Bellerive Drive is constructed.
23. A note will be shown on the face of the final plat stating that the future Steptoe Street and Center Boulevard corridors are Principal Arterials and Arterial Collectors, respectively.
24. An "Access control / screening easement" shall be provided on the future final plats along the Bellerive Drive, Steptoe Street and Center Boulevard frontages.
25. The intersection of "E" Street and "A" Street creates an intersection that does not meet AASHTO standards (American Association of State Highway Transportation Officials) and could potentially be unsafe. Removal of "E" Street from the pre-plat would alleviate this problem. If this option is chosen, a mid-block pedestrian walkway would be required in accordance with Municipal Code.
26. The curve at the south end of "A" Street where it changes to "F" Street may require the installation of warning signs. The need for additional signage will be determined at the time of construction plan review. Street signs shall be installed by the developer.
27. The developer and the City's Transportation Engineer have previously agreed that the Center Boulevard Right of Way along the South side of the preliminary plat will be dedicated to the City, and that the Center Blvd. half street improvements shall be constructed or financed by this development. This is in accordance with Municipal Code. The developer's engineer shall provide an estimate of the construction costs of the half street improvements at the time of the submittal of the first phase of construction plans. The total dollar amount for the improvements shall be

divided amongst the phases and paid incrementally by the developer at the time of each final plat. If Steptoe Street is constructed to the Center Blvd. intersection prior to the phases of this preliminary plat that abut Center Blvd. are built, then the funds will be returned to the developer and the half street improvements for Center Blvd. will be required to be constructed at that time. The Center Blvd. Right of Way shall be 60-feet wide (30-feet on this property), with a 36-foot curb-to-curb width. The proposed preliminary plat shows 40-feet of Right of Way on this property, this needs to be corrected.

28. City standard 8-inch domestic water stubs shall be provided at the following locations:
 - To the future Steptoe corridor to the east. A 10-foot easement shall be provided on a lot line over the watermain where installed
 - To the plat of Meadows East through the Meadows Drive East corridor. This water connection shall be made when the phase that builds this road connection is constructed
 - To the edge of the Center Blvd. Right of Way corridor to the South in "Meadows Drive South"
29. Given the existing topography, the proposed preliminary plat could drain a portion of its sanitary sewer to the existing gravity-flow sanitary sewer main stub located in the south end of Meadows Drive East (across Tract "A"). The remaining flow will have to be routed to the existing sanitary sewer stub in Meadows Drive South (across Bellerive Drive). This main in turn drains to the existing Meadows South sewer lift station. There is currently capacity available in this lift station, however the developer's engineer will have to determine if the existing equipment is adequately sized to handle the additional flow from the lots in the proposed pre-plat. If the existing lift station cannot handle the additional flow, the developer will have to upgrade or modify the lift station. All improvements shall be to City standards. Please contact the City of Richland Engineering Dept. for additional lift station information.
30. Ten foot wide public utility easements will be required along both sides of all Right-of-Ways within the proposed plat.
31. The intended use and ownership of all tracts within the plat shall be noted on the final plat.
32. Property with an unpaid L.I.D. assessment towards it must be paid in full or segregated per Richland Municipal Code 3.12.095.
33. Any and all necessary permits that may be required by jurisdictional entities outside of the City of Richland shall be the responsibility of the developer to obtain.
34. A copy of the preliminary plat shall be supplied to the Post Office and all locations of future mailbox clusters approved prior to final platting.
35. SURVEY MONUMENT DESTRUCTION:

All permanent survey monuments existing on the project site shall be protected. If any monuments are destroyed by the proposed construction, the applicant shall retain a professional land surveyor to replace the monuments and file a copy of the record survey with the City.

 - A. No survey monument shall be removed or destroyed (*the physical disturbance or covering of a monument such that the survey point is no longer visible or readily accessible*) before a permit is obtained from the Department of Natural Resources (DNR). WAC 332-120-030(2) states "It shall be the responsibility of the governmental agency or others performing construction work or other activity (including road or street resurfacing projects) to adequately search the records and the physical area of the proposed construction work or other activity for the purpose of locating and referencing any known or existing survey monuments." (RCW 58.09.130).
 - B. Any person, corporation, association, department, or subdivision of the state, county or municipality responsible for an activity that may cause a survey monument to be removed or

destroyed shall be responsible for ensuring that the original survey point is perpetuated. (WAC 332-120-030(2)).

- C. Survey monuments are those monuments marking local control points, geodetic control points, and land boundary survey corners. (WAC 332-120-030(3)).

When a monument must be removed during an activity that might disturb or destroy it, a licensed Engineer or Land Surveyor must complete, sign, seal and file a permit with the DNR.

It shall be the responsibility of the designing Engineer to identify the affected monuments on the project plans and include a construction note directing them to the DNR permit.

TAC PLAN REVIEW COMMENTS

AD #	<i>The Heights At Meadow Springs</i>
ADDRESS	
BUSINESS	
CONSTRUCTION TYPE	
OCCUPANCY TYPE	<i>Residential</i>
AREA	
FIRE FLOW REQ.	
DATE	<i>13 January 2005</i>
REVIEWED BY	<i>krh</i>

The Richland Fire & Emergency Services, Fire Marshal's Office, has reviewed the above-referenced plans. More development information can be found at <http://www.ci.richland.wa.us/richland/fire/>.

Maintain secondary emergency vehicle access during all phases of construction.

Fire resistive construction shall be required as follows:

- All structures within thirty (30) feet of the property line shall have non-combustible siding/soffit/skirting on the side adjacent to the undeveloped area in excess of five (5) contiguous acres. Exception: Interior lots of platted parcels and development phases whose streets are accessible and water system is operational.
- Decks of porches thirty-six (36) inches or less in height shall have skirting if within thirty (30) feet of adjacent undeveloped areas of natural vegetation in excess of five (5) contiguous acres. Skirting shall be sufficiently constructed so as not to allow the accumulation of combustible material under the deck.
- When determined by the Fire Chief non-combustible siding/soffit material shall be required on the downhill side(s) of the structure, if within thirty (30) feet of a fifteen percent (15%) or greater grade. The grade will be determined by the predominant slope on the downhill side, within a maximum of three hundred (300) feet.

Fire hydrants capable of delivering the required fireflow shall be provided prior to combustible construction. Hydrants shall be installed per City specifications at locations approved by this Department. Water lines shall be looped.

Shrubs, etc., shall not be installed within 3 feet of any hydrant, nor shall any plant that grows higher than 12 inches be installed within 5 feet. Trees shall be 10 feet from hydrant.

Recessed blue reflective hydrant markers shall be installed per City specifications.

A fire hydrant is required within 600 feet travel distance to the structure. The minimum fire flow for single-family dwellings, having a square footage less than 3,600 square feet, shall be 1000 gallons per minute.



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C21

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: INCREASE 2013 RICHLAND SHARE OF TRI-CITIES REGIONAL PUBLIC FACILITIES DISTRICT COSTS

Department: Community and Development Services

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

Approve the increase to the 2013 allocation to the TCRPFD in support of election costs per the interlocal agreement and authorize staff to make appropriate budget adjustments.

Summary:

On August 3, 2010, the City Council approved Resolution No. 45-10, authorizing an interlocal agreement with Kennewick and Pasco to create the Tri-Cities Regional Public Facilities District (TCRPFD). Per section 4.01 of the agreement, startup funding is provided as follows:

Section 4.01 Startup Funding:

Startup costs for operational expenses (administration, legal counsel, insurance, etc.) shall not exceed \$50,000 per year without prior approval of the cities. Project planning costs (concept and design, election, etc.) shall not exceed \$100,000 without prior approval of the cities. Startup and project planning costs will be divided equally between the cities.

Since 2011, Richland's annual budget has included \$16,600 for its one-third share of the operating expenses, but has not included any amounts related to Richland's one-third share of project planning costs. Actual expenditures for Richland were \$9,900 in 2011 and \$12,000 in 2012. The TCRPFD put a proposal on the August 6, 2013, ballot to ask voters to approve a sales tax increase to fund a regional aquatic center. Costs associated with the election were not part of Richland's 2013 budget. Richland's total share of 2013 costs are expected to be \$42,000.

Fiscal Impact?

☒ Yes ☐ No

An increase of \$25,400 is needed to the Interlocal Agreement budget in the Industrial Dev. Fund to cover costs associated with the TCRFD in 2013. It is proposed that salary savings from unfilled positions be used to transfer this amount from General Fund to Industrial Development to pay the 2013 costs associated with the Interlocal agreement.

Attachments:

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:03:04 GMT-0700 2013



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C22

Key Element: Key 2 - Infrastructure & Facilities

Subject: AWARD OF BID FOR THE BMID WATERLINE INTERTIE IMPROVEMENTS

Department: Public Works

Ordinance/Resolution:

Reference:

Document Type: Contract/Agreement/Lease

Recommended Motion:

Authorize City Manager to sign and execute a contract with Goodman and Mehlenbacher Enterprise Inc. (G.A.M.E.) of Kennewick, WA for \$55,947.78 for the BMID Waterline Intertie project and authorize staff to make the appropriate budget adjustment to fund the project.

Summary:

In March 2012, the City and Badger Mountain Irrigation District (BMID) executed an agreement whereby the City is to provide potable water service to a portion of BMID service area. In September 2012, the City and BMID executed an amendment to the March agreement which provided that the City would supply water to the entire BMID service area. The amendment was initiated at the City's request to ensure that water quality to all BMID customers would meet regulatory standards. The amended agreement contemplated an operation whereby the City would deliver water into the west end of the BMID system and draw water out of the east end of the BMID system back into the adjacent City system. The increased water flow delivered to BMID would ensure water quality standards were met.

City Water Utility and BMID staff conducted testing during the first half of 2013 to determine the correct water flow and system settings to accomplish the water quality objectives. The Kennewick Irrigation District cooperated with these tests by allowing excess water to be discharged into their canal.

The proposed improvements are needed to implement the needed flow through operation and avoid ongoing wasting of water to the Kennewick Irrigation District canal. City and BMID staff collaborated on the design and preparation for these improvements.

The location of the project is within the Badger Mountain Irrigation District, along Rachel and Kyle Roads within Benton County. This project consists of installation of 320 feet of 8 inch water main, about 6 feet of 10 inch water main, various valves & fittings and 14 private water service pressure reducing valves (PRVs). The PRVs are required as 14 homes will change to a higher water pressure zone.

Three bids were received on October 3, 2013 with a high bid of \$69,192.87 and a low bid of \$55,947.78. Engineer's estimate was \$56,648.48.

Construction is proposed to start late October and be completed by late November.

Fiscal Impact?

☒ Yes ☐ No

Project costs totaling \$77,542.56 are itemized on the attached Budget Summary. Staff proposes funding the project by utilizing water facility fees which has a current available budget of \$1,536,915.58.

Attachments:

- 1) BMID Waterline Intertie-Bid Tab
- 2) BMID Waterline Intertie-Vicinity Map
- 3) BMID Waterline Intertie-Budget Summary

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:58:55 GMT-0700 2013

City of Richland

DATE QUOTES OPENED:	October 3, 2013	PWP #	13-37
BMID WATERLINE INTERTIE			

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		Goodman Mehlenbacher KENNEWICK, WA		C & E TRENCHING, LLC PASCO, WA		TTAP CNST SERVICE LLC KENNEWICK, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	SCHEDULE A - BASE BID										
1	Mobilization.	1	LS	\$5,000.00	\$5,000.00	\$1,600.00	\$1,600.00	\$1,795.65	\$1,795.65	\$4,200.00	\$4,200.00
2	PVC pipe for water main 8".	319	LF	28.00	8,932.00	23.00	7,337.00	37.07	11,825.33	40.00	12,760.00
3	PVC pipe for water main 10".	6	LF	75.00	450.00	545.00	3,270.00	220.38	1,322.28	360.00	2,160.00
4	Trench safety.	325	LF	2.00	650.00	2.00	650.00	6.48	2,106.00	2.00	650.00
5	Pipe bedding.	325	LF	1.00	325.00	-	-	19.37	6,295.25	2.00	650.00
6	Gate valve 8" (FL x MJ).	3	EA	750.00	2,250.00	1,083.00	3,249.00	1,478.21	4,434.63	1,750.00	5,250.00
7	Gate valve 10" (FL x MJ).	1	EA	900.00	900.00	1,602.00	1,602.00	1,832.17	1,832.17	2,600.00	2,600.00
8	Gate valve 10" (MJ x MJ).	1	EA	900.00	900.00	1,636.00	1,636.00	1,832.17	1,832.17	2,500.00	2,500.00
9	Tee, 8" (FL All).	1	EA	650.00	650.00	1,650.00	1,650.00	584.38	584.38	1,450.00	1,450.00
10	Tee, 10" x 8" (FL All).	1	EA	650.00	650.00	1,774.00	1,774.00	723.28	723.28	1,600.00	1,600.00
11	Coupling, 8" (FL x MJ).	1	EA	250.00	250.00	391.00	391.00	526.59	526.59	1,000.00	1,000.00
12	Coupling, 10" (FL x MJ).	1	EA	300.00	300.00	656.00	656.00	814.46	814.46	1,400.00	1,400.00
13	Water service PRV.	14	EA	750.00	10,500.00	793.00	11,102.00	756.90	10,596.60	650.00	9,100.00
14	Site restoration.	1	LS	5,000.00	5,000.00	5,428.00	5,428.00	2,845.71	2,845.71	3,250.00	3,250.00
15	Project temporary traffic control.	1	LS	1,000.00	1,000.00	1,386.00	1,386.00	913.96	913.96	3,300.00	3,300.00
16	Flagger & spotters.	60	HR	45.00	2,700.00	46.00	2,760.00	72.57	4,354.20	32.00	1,920.00
17	SPCC plan.	1	LS	500.00	500.00	300.00	300.00	543.13	543.13	400.00	400.00
18	TESC / SWPP.	1	LS	500.00	500.00	300.00	300.00	945.20	945.20	400.00	400.00
19	Dig & verify.	2	EA	200.00	400.00	282.00	564.00	600.24	1,200.48	650.00	1,300.00
20	Asphalt patching (3" HMA & 9" rock).	32	SY	125.00	4,000.00	90.00	2,880.00	51.92	1,661.44	100.00	3,200.00
21	Shoulder / ditch rock (4" thick).	350	SY	15.00	5,250.00	6.50	2,275.00	7.88	2,758.00	8.00	2,800.00
22	Controlled density fill (CDF).	10	CY	120.00	1,200.00	85.00	850.00	72.15	721.50	200.00	2,000.00
SCHEDULE A - BASE BID SUBTOTAL					\$52,307.00		\$51,660.00		\$60,632.41		\$63,890.00
8.3% SALES TAX					4,341.48		4,287.78		5,032.49		5,302.87
SCHEDULE A - BASE BID TOTAL					\$56,648.48		\$55,947.78		\$65,664.90		\$69,192.87

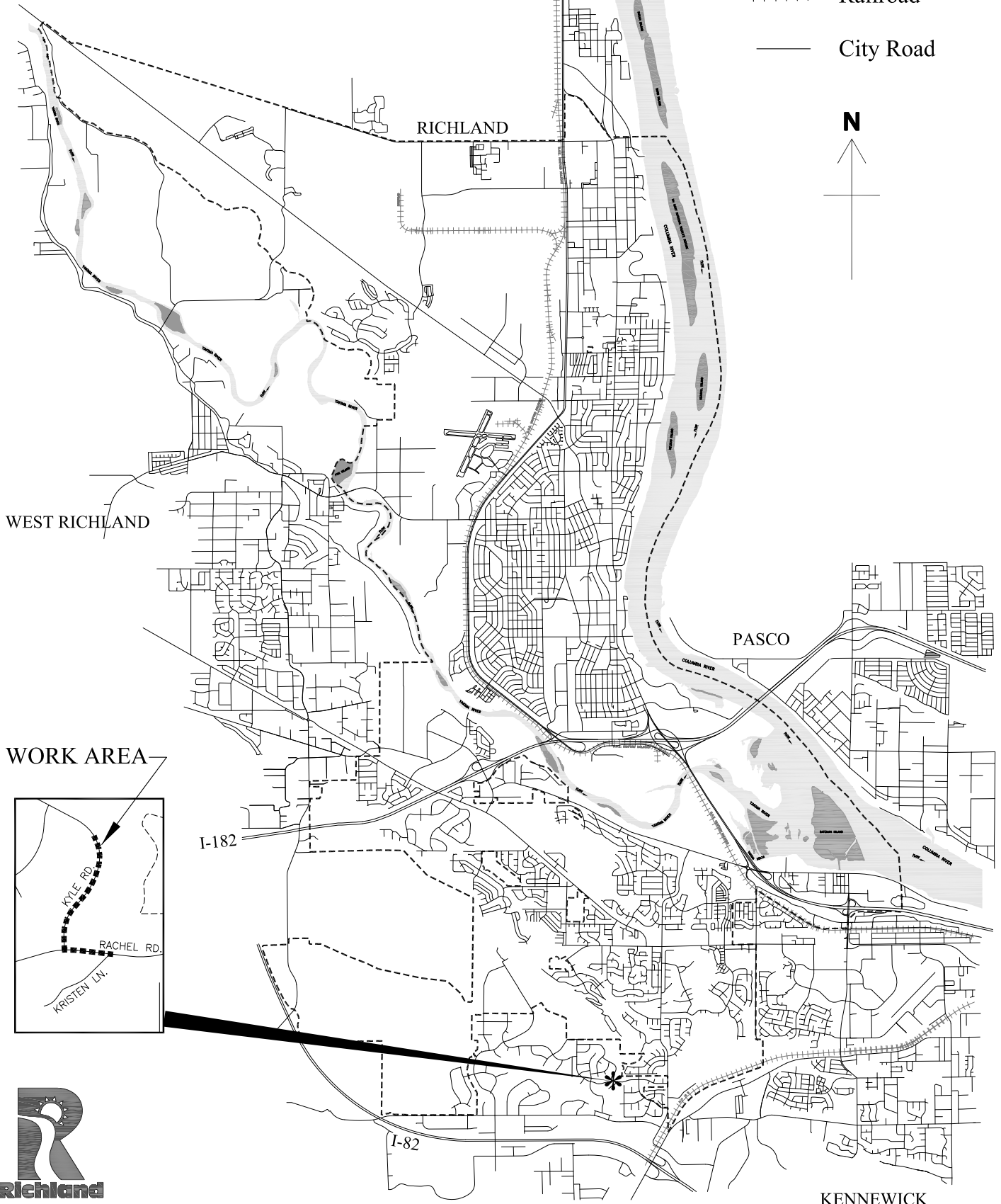
City of Richland

BMID VICINITY MAP "RACHEL & KYLE"

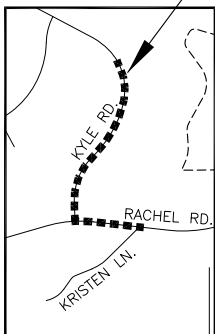
Legend

- City Limits
- +++++ Railroad
- City Road

N



WORK AREA



CAD DWG: BMID_WTR_8X11.DWG
DATE: 09.12.2013
DRAWN BY: SC NYBY
SCALE: NONE

BMID WATERLINE INTERTIE

PROJECT FUNDING IS PROPOSED AS FOLLOWS:

WATER FACILITY FEES	\$	<u>77,542.56</u>	<i>\$1,536,915.58 available</i>
TOTAL PROJECT COSTS	\$	<u><u>77,542.56</u></u>	

PROJECT EXPENSES ARE ESTIMATED AS FOLLOWS:

DESIGN & CNST MGMT - PW ENG	\$	16,000.00
CONSTRUCTION CONTRACT		55,947.78
10% CONTINGENCY		<u>5,594.78</u>
TOTAL PROJECT COSTS	\$	<u><u>77,542.56</u></u>



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Consent Calendar

Agenda Item: C23

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: EXPENDITURES FROM SEPTEMBER 23, 2013 TO OCTOBER 4, 2013, IN THE AMOUNT OF \$7,256,001.01

Department: Administrative Services

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

Approve the expenditures from September 23, 2013, to October 4, 2013, in the amount of \$7,256,001.01.

Summary:

Breakdown of Expenditures:

Check Nos.	205710 - 206075	1,792,549.24
Wire Nos.	5460 - 5468	3,448,883.60
Payroll Check Nos.	99088 - 99102	22,112.76
Payroll Wires/ACH	8211 - 8224	1,992,455.41
TOTAL		\$7,256,001.01

Fiscal Impact?
☒ Yes ☐ No

Total Disbursements: \$7,256,001.01. Disbursement (wire transfers) includes Purchase Power Bill of \$2,931,714.00.

Attachments:

- 1) Wire Transfers
- 2) Voucher Listing

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:55:18 GMT-0700 2013

VOUCHER LISTING REPORT
SUMMARY OF WIRE TRANSFERS
SEPTEMBER 23, 2013 - OCTOBER 4, 2013

Payee	Wire Description	Amount
Claim Wires - Wire No. 5460 to 5468		
AW Rehn Insurance	Fire Health Reimbursement Account	18,375.00
Bank of New York	Principal/Interest Bonds	121,160.00
Bonneville Power Administration	Purchase Power	2,931,714.00
Conover	Section 125	4,825.35
Department of Licensing	Firearms Online Pmt for Concealed Licenses	387.00
LEOFF Trust	Fire Health Premiums	60,427.15
PowerPay	Landfill Merchant Service Fees	617.41
Zenith Administrators/Matrix/Sedgwick	Insurance Claims	311,377.69
	Total Claim Wire Transfers	\$ 3,448,883.60
Payroll Wires & Direct Deposits (ACH) - Wire No. 8211 to 8224		
Payroll Wires *see description below	Total Payroll Wire Transfers & Deposits	\$ 1,992,455.41
Total Claim & Payroll Wires/ACH		\$ 5,441,339.01

*Payroll Wires - transactions represent; employee payroll, payment of benefits, payroll taxes and other related payroll benefits.



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 001 GENERAL FUND					
Division: 100 CITY MANAGER					
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	(\$29.90)
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$20.20
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$53.82
CITY MANAGER TOTAL ****					\$44.12
Division: 101 CITY CLERK					
BARHAM, DEBBY		13-349 BARHAM	206033	WMCA FALL/ELLENSBURG/BARHAM	\$166.34
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$12.63
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$29.17
CITY CLERK TOTAL ****					\$208.14
Division: 102 CITY ATTORNEY					
BELL BROWN & RIO PLLC		447	206034	PROSECUTION SRVCS-OCTOBER	\$20,408.15
BENTON COUNTY TREASURER		AUGUST 2013	205722	DISTRICT COURT/OPD COSTS-AUG	\$46,956.03
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$20.20
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$23.91
WEST PUBLISHING CORPORATION DBA		827920395	205814	INFORMATION CHARGES AUG 2013	\$3,031.40
CITY ATTORNEY TOTAL ****					\$70,439.69
Division: 110 ASSISTANT CITY MANAGER					
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$12.63
ASSISTANT CITY MANAGER TOTAL ****					\$12.63
Division: 111 COMMUNICATIONS & MARKETING					
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$5.05
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$1.38
COMMUNICATIONS & MARKETING TOTAL ****					\$6.43
Division: 112 CABLE COMMUNICATIONS					
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$5.05
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$0.46
THE BUSKE GROUP		13723	205796	CABLE FRANCHISE CONSULTING	\$3,367.50
UNITED PARCEL SERVICE	S015312	000986641383	206024	RESIDENTIAL SURCHARGE FOR PKG	\$3.00
	S015312			GROUND PKG TO CASTUS CORP FOR	\$20.89
CABLE COMMUNICATIONS TOTAL ****					\$3,396.90
Division: 113 HANFORD COMMUNITIES					
CITY OF RICHLAND		13-344 LARSEN	205941	ECA MTG/OAK RIDGE/BROWN-LARSEN	\$150.00
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$2.53
LARSEN, PAM BROWN		13-344	205982	ECA MTG/HOTEL-RENTAL CAR ETC	\$631.14
HANFORD COMMUNITIES TOTAL ****					\$783.67
Division: 120 FIRE					



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FRONTIER		9/13-206-188-0334	205964	VHF PHONE LINES 9/19-10/18/13	\$410.05
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$73.35
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$37.87
SETCOM CORPORATION	P053151	17141	206014	#CSB-900W3 KIT, WIRELESS HEADS	\$722.50
	P053151			#CSB-900R-1, HEADSET	\$327.25
	P053151			#RIM-900-BAL, RADIO INTERFACE	\$204.00
	P053151			#CSB-900L-1, HEADSET	\$654.50
	P053151			#PS-900EMS-20, EXTENSION STATI	\$114.75
	P053151			#IM-900E, MASTER STATION, SYST	\$552.50
	P053151			#RCB-18KT, RADIO CABLE	\$114.75
	P053151			#ES-900-20, EXTENSION STATION	\$106.25
	P053151			#ES-900-10, EXTENSION STATION	\$106.25
	P053151			#25-0735-10, ADAPTER CABLE: 90	\$72.25
	P053151			SHIPPING CHARGES	\$39.56
STEEBER'S LOCK SERVICE		1908	206016	RESET KEYS-DUPPLICATES	\$10.18
FIRE TOTAL ****					\$3,546.01
Division:	130	POLICE			
BENTON COUNTY SHERIFF'S OFFICE		9/13-MEDICAL	205928	PROF SERVICES-AUGUST	\$260.84
				LAB-MEDICAL COSTS MAY-JULY	\$2,290.00
BLUMENTHAL UNIFORM CO	P052992	13444	205931	TAX ON INVOICE #13444 9/12/13	\$3.03
	P052992			50 NAMETAG FASTENER & WORDING	\$15.95
	P052992			50 NAMETAG FASTENER & WORDING	\$15.95
CANON SOLUTIONS AMERICA INC		533468	205832	W3512 COPIER MAINT/COPY USAGE	\$9.70
		533469		W3512 COPIER MAINT/COPY USAGE	\$7.34
		533625		W5520 COPIER MAINT/COPY USAGE	\$484.24
CASCADE NATURAL GAS CORP		9/13-75997100005	205937	NAT GAS 871 GW WAY 8/20-9/17	\$10.85
CHARTER COMMUNICATIONS		9/13-0309703POL	205940	INTERNET SERVICE 9/29-10/28	\$60.35
CITY OF RICHLAND		13-311 GROW	206039	WAST FUSION CTR/VANCOUVER/GROW	\$332.38
		13-328 NASH		LETC 2013/PROVO/NASH	\$715.28
		13-329 ARMITAGE	205839	LETC 2013/PROVO/ARMITAGE	\$182.00
DOMESTIC VIOLENCE SERVICES		22989	205849	DV SERVICES-AUG 2013	\$888.50
EVENTBRITE		205469681	205856	COMBAT FIRST AID-BAKER 9/30/13	\$154.74
				COMBAT FIRST AID-HENRY 9/30/13	\$154.74
FEDERAL EXPRESS CORP		2-407-19011	205959	SHIPPING CHRGS 9/12/13	\$25.79
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$19.46
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$113.75
LARSEN GUNSMITHING & FIREARMS	P053187	7409	205981	#SCOI KO1-SB	\$278.56
	P053187			SCO1 KO1PC	\$1,132.22
	P053187			FED EX HAZMAT PER SCOI	\$62.99
LEAF FUNDING INC DBA		4612746	205758	COPIER MAINT 3 OCE IM3512	\$505.87
NORTH AMERICAN RESCUE LLC	P053143	IN134994	205768	SHIPPING	\$45.00



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount	
NORTH AMERICAN RESCUE LLC	P053143	IN134994	205768	C-A-T COMBAT TOURNIQUETS #30-0	\$2,211.00	
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$272.05	
				POSTAGE 8/1-8/31/13	\$262.67	
QUALITY CONTROL SERVICES INC	P053119	34906	206005	SERVICE AND CALIBRATION TO INC	\$190.00	
RIVER CITY TOWING INC		12671	206009	TOW CHARGES 9/19/13	\$48.74	
		12885	205783	TOW CHARGES 9/9/13	\$48.74	
SHEPHERD, ROY E		091713	205896	SHEPHERD-BINDERS-CASE 13-18218	\$21.64	
TIM BUSH MOTOR COMPANY DBA		8/13-16519	205799	RPD VEHICLE WASHES-AUG 2013	\$435.75	
TREASURE VALLEY COFFEE CO		10974	206022	COFFEE DELIVERY-RPD	\$121.22	
WASHINGTON STATE PATROL		00051619	205907	ACCESS USER FEE APR-JUN 2013	\$534.00	
POLICE TOTAL****					\$16,915.34	
Division:	210	ADMINISTRATIVE SERVICES				
FRONTIER		S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$7.58
		S015315			TELEPHONE CHARGE 9/22/13 - 10/	\$10.10
PITNEY BOWES INC		1278325-SP13	205773	3RD QTR-13 PB SORTER/POSTAGE	\$8,678.09	
ADMINISTRATIVE SERVICES TOTAL****					\$8,695.77	
Division:	211	FINANCE				
CITY OF RICHLAND		13-325 SUCHY	205941	WFOA CONF/MARYSVILLE/SUCHY	\$368.89	
COLLECTORSOLUTIONS INC		2012916	205732	MERCHANT SRVC CHRGS AUG 2013	\$22,152.86	
FEDERAL EXPRESS CORP		2-370-72674	205744	SHIPPING CHARGES 8/13/13	\$7.65	
FRONTIER		S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$22.73
		S015315			TELEPHONE CHARGE 9/22/13 - 10/	\$50.62
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$550.64	
				POSTAGE 8/1-8/31/13	\$2,801.16	
XEROX CORPORATION		070025657	205817	W5655 BASE CHRG/PRINTS AUG'13	\$249.51	
FINANCE TOTAL****					\$26,204.06	
Division:	212	PURCHASING				
CITY OF KENNEWICK		010615	205730	PURCH MGR-SERV 8/2013	\$3,680.93	
				PURCH MGR-SERV 8/2013	\$3,680.93	
FRONTIER		S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$20.20
		S015315			TELEPHONE CHARGE 9/22/13 - 10/	\$17.68
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$3.30	
UNITED PARCEL SERVICE		S015300	0000986641373	205806	WEEKLY SERVICE CHARGE 09/14/1	\$22.00
		S015312	000986641383	206024	WEEKLY SERVICE CHARGE 09/21/1	\$11.00
PURCHASING TOTAL****					\$7,436.04	
Division:	213	INFORMATION TECHNOLOGY				
APOLLO SHEET METAL INC		P053197	119736	205715	COMPRESSOR REPAIR ON CITY SHOP	\$1,830.27
FRONTIER		S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	(\$29.90)
		S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$96.07
LENTZ, TOM			CISCO EXAM	205759	LENTZ-CISCO CERTIFICATION EXAM	\$150.00



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
MID COLUMBIA ENGINEERING INC	P052201	ST005953	205764	ADD ON RICH AUSTILL, AS400	\$143.00
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$2.07
TOTAL DATA SERVICE INC	P053210	210875	206019	AS400 Hardware Mntnc 2013-2014	\$18,352.00
VERIZON WIRELESS		9711786409	206073	MOBILE BROADBAND 9/20-10/19	\$40.01
INFORMATION TECHNOLOGY TOTAL ****					\$20,583.52
Division:	220	HUMAN RESOURCES			
ANOVAWORKS		20619	205714	DS-NIDA	\$56.00
		20681		DS-NIDA	\$56.00
		20756		DS-NIDA-BREATH ALCOHOL	\$76.00
CITY OF RICHLAND		13-307 RUEGSEGGER	205731	NAGDCA CONF/LOUISVILLE/BRIAN R	\$230.00
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$25.25
MENKE JACKSON LAW FIRM		8/13-064	205763	CONSULTING SRVCS-AUGUST	\$18,543.26
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$65.68
SOUND EMPLOYMENT SOLUTIONS LLC		1362	205790	C13-050 HR ASSESSMENT/PYMT 2	\$4,291.26
WASHINGTON STATE PATROL		114001445	205907	BACKGROUND CHECKS-AUG 2013	\$20.00
HUMAN RESOURCES TOTAL ****					\$23,363.45
Division:	300	COMMUNITY &DEVELOPMENT SERVICE			
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$5.65
URBAN LAND INSTITUTE		1595903	206025	2014 ULI DUES-KING	\$215.00
COMMUNITY &DEVELOPMENT SERVICE TOTAL ****					\$220.65
Division:	301	DEVELOPMENT SERVICES			
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$7.58
	S015315			TELEPHONE CHARGE 9/22/13 - 10/	\$42.93
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$87.18
				POSTAGE 8/1-8/31/13	\$50.56
US BANK EQUIPMENT FINANCE INC		236634598	205807	XEROX 6604 CONTRACT PAYMENT	\$244.80
VERIZON WIRELESS		9711796030	206073	BLDG INSP WIRLESS LAPTOPS	\$160.04
DEVELOPMENT SERVICES TOTAL ****					\$593.09
Division:	302	REDEVELOPMENT			
BURDEN, MICHELLE		13-397	206035	HUD RULE/TRAIN-MILEAGE/BURDEN	\$59.62
CITY OF RICHLAND		13-397 BURDEN	206039	HUD RULE BRIEF/SEATTLE/BURDEN	\$421.82
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$10.10
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$77.76
REDEVELOPMENT TOTAL ****					\$569.30
Division:	331	PARKS & REC - RECREATION			
ATOMIC SCREENPRINT & EMBROIDERY		9893	206032	SWIM TEAM-T SHIRTS	\$658.60
CAMARENA, DANA		SC0800/SEPT 2013	206036	SALSA CLASS INSTRUCTOR-SEPT	\$294.67
CHARTER COMMUNICATIONS		9/13-180070321633	205728	RCC INTERNET SERVICE 9/10-10/9	\$119.99
ELLINGSON, KRYSTAL DBA		20133	206043	DOG TRAINING CLASSES	\$3,237.50



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$289.18
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$53.49
	S015315			TELEPHONE CHARGE 9/22/13 - 10/	\$2.53
GRACE, SUSAN R		SEPT 2013	206047	SPANISH CLASS INSTRUCTOR-SEPT	\$97.50
MID COLUMBIA ENGINEERING INC	P052175	ST005968	205990	ADD MORE MONEY	\$1,659.94
	P052175			ADDING MORE MONEY	\$1,627.32
	P052174	ST005969		RP1 - MARTIAL ARTS/SPORTS 2013	\$498.00
MILLER, JO ANN		SC13062/SEPT 2013	206063	DANCE CLASS INSTRUCTOR-SEPT	\$578.76
OXARC INC		R221040	205770	RCC HELIUM TANK REFILL	\$7.59
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$24.25
RICHLAND ACE HARDWARE		38059	205781	FLOOR FAN	\$32.48
SZENDRE, JOLENE		SC05036/AUG 2013	206017	YOGA CLASS 7364-AUGUST	\$171.40
		SC05036/JULY 2013	205794	YOGA CLASS 7363-JULY	\$80.50
THRASHER, BEVERLY		SC11-1/SEPT 2013	206069	FOOTCARE CLASS #8410-SEPT	\$552.00
TREASURE VALLEY COFFEE CO		11058	206072	COFFEE DELIVERY FOR RCC	\$196.28
WASHINGTON CITIES INSURANCE AUTHORITY		RI-184	205906	WCIA NO SHOW TRNG FEE-JANOSKY	\$50.00
XEROX CORPORATION		069946064	205817	WCP232 BASE CHRGS-AUGUST	\$214.07
PARKS & REC - RECREATION TOTAL ****					\$10,446.05
Division:	335	PARKS & REC - PARKS&FACILITIES			
ABM JANITORIAL NORTHWEST		5662859	205711	JANITORIAL SERVICES-SEPT	\$2,008.43
				JANITORIAL SERVICES-SEPT	\$2,838.34
				JANITORIAL SERVICES-SEPT	\$478.09
				JANITORIAL SERVICES-SEPT	\$432.80
				JANITORIAL SERVICES-SEPT	\$2,229.85
		5685695		CLEAN CITY POOL AREA-AUGUST	\$1,453.40
AIREFCO INC		3159853	205713	DUAL RUN CAPACITOR	\$19.88
ARAMARK UNIFORM SERVICES INC	S015302	8/13-934962000	205716	LINEN CHARGES FOR AUGUST, 2013	\$386.85
BEAVER BARK & ROCK		575814	205719	SOD-6 ROLLS	\$24.37
		576624		SOD-2 ROLLS	\$8.12
		578228		6 BAGS ROCK GRAVEL	\$38.92
		578796		BASALT ROCK	\$99.59
		578800		BASALT ROCK	\$99.59
BEDROCK SPECIALTY STONE PRODUCTS		46373	205720	BASALT ROCK	\$97.47
CASCADE NATURAL GAS CORP		9/13-51897100007	205937	GAS-1005 SWIFT 8/20-9/18	\$460.76
		9/13-73638100005		GAS-500 AMON 8/21-9/17	\$59.43
		9/13-80577100003		GAS-SHOPS BLDG 200 8/16-9/17	\$10.85
		9/13-90577100002		GAS-SHOPS BLDG 300 8/16-9/17	\$28.37
		9/13-96738100005		GAS-505 SWIFT 8/20-9/17	\$10.85
DEPARTMENT OF LABOR & INDUSTRIES		149190	205737	WTP ELEVATOR 10/2013-10/2014	\$61.10
				LIBRARY ELEVATORS 10/2013-2014	\$228.20
EWING IRRIGATION PRODUCTS INC		7005604	205955	STEEL EDGES	\$64.73



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
EWING IRRIGATION PRODUCTS INC		7026788	205955	SPRINKLER HEAD TRIMMER	\$40.94
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$914.68
	S015311			TELEPHONE CHARGE 9/19/13-10/18	\$32.02
	S015311			TELEPHONE CHARGE 9/19/13-10/18	(\$46.61)
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$37.88
GARCIA, TOMMY		091313	205746	GARCIA-CDL ENDORSEMENT FEE	\$85.00
GRAINGER	S015308	9233595116	205967	FLOAT VALVE ITEM #2ZDN4	\$101.82
	S015308	9241317206		FILTER CARTRIDGE ITEM #5WFG7	\$193.99
HOME DEPOT CREDIT SERVICES	S015304	1034395	205752	STUDIFLOOR/LUMBER FOR HORN RAP	\$198.62
KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY		705594-1	205980	TORO DRIVE ASSEMBLY	\$191.60
		727526	205756	PVC COUPLERS/UNIONS/BUSHINGS	\$56.87
		729074	205980	PUMP	\$2,340.23
		730150		PVC COUPLERS/TEE JOINTS	\$89.82
		732635		PVC PARTS/VALVE	\$105.26
		733307		PVC SLIP CAPS	\$93.57
OXARC INC		PS10884	205770	CO2 BULK	\$331.38
		PS12324		CO2 BULK	\$190.83
		R221286		CO2/NITROGEN/ACETYLENE	\$186.90
		R221289		CO2 CYLINDER RENTAL	\$111.03
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$2.30
PLATT ELECTRIC SUPPLY INC		5605188	206002	FLUORESCENT LAMPHOLDERS	\$38.26
POOL CARE PRODUCTS INC		107874	205776	B199/ACID FOR POOL	\$91.95
PRINGLES POWER VAC		17027	205777	CLEAN KITCHEN EXHAUST HOODS	\$379.05
PRO BUILD COMPANY LLC		71438940	206004	WOOD STAKES/CHALK LINE	\$19.80
		71439002		LUMBER/STAY SHARP KIT	\$20.46
RICHLAND ACE HARDWARE		206386	205781	COMPRESSION SLEEVES	\$3.54
		206412		PVC SLIP NUTS/ PVC TRAP	\$12.84
		206440		EYE BOLTS/FASTENERS	\$9.81
		37824		GALVANIZED PLUGS/HOSE WASHERS	\$16.59
		37836		DRAIN CLEANER	\$13.52
		37856		CONCRETE MIX	\$20.56
		37922		PVC TUBING/WS WASH FLUID	\$13.83
		37923		VINYL TUBING	\$52.62
		37943		SPRAY PAINT	\$8.64
		37973		HEX BUSHINGS	\$7.57
		37975		WATER HOSE NOZZLE/COUPLER	\$11.35
		38042		MECHANICS WRENCH SET	\$68.21
		38050		RAID WASP & HORNET SPRAY	\$32.43
		38067		RED SPRAY PAINT	\$12.96
ROTO ROOTER		01843	205786	PUMPED GRINDER SUMP PUMP	\$351.98
WALLA WATER INC DBA		11725	205811	INSTALL OPENER W/TROLLEY	\$1,570.35



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
WOOD'S NURSERY INC		0019267	205816	VARIOUS TREES-SHOPS	\$458.81
		0019270		VARIOUS GRASSES FOR SHOPS	\$132.02
PARKS & REC - PARKS&FACILITIES TOTAL ****					\$19,745.27
Division:	900	NON-DEPARTMENTAL			
ARBAUGH & ASSOCIATES INC		1259	205717	ARBAUGH LEG SERVICES-AUG	\$1,323.00
EAST OREGONIAN PUB CO		48161308	205738	TUMBLEWEED FESTIVAL AD-AUG'13	\$1,111.00
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$17.68
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$112.70
THE OBSERVER		2207833	205797	AD-LA GRANDE GO MAGAZINE	\$879.00
NON-DEPARTMENTAL TOTAL ****					\$3,443.38
GENERAL FUND Total ***					\$216,653.51
FUND	101	CITY STREETS			
Division:	401	STREETS MAINTENANCE			
FASTENAL COMPANY		WARIC40531	205957	BOLTS	\$22.62
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$32.02
	S015311			TELEPHONE CHARGE 9/19/13-10/18	\$56.70
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$10.10
HERTZ EQUIPMENT RENTAL CORP		27035933-001	205751	LIQUID PROPANE	\$89.44
		27043095-001		LIQUID PROPANE	\$88.59
		27046512-001		LIQUID PROPANE	\$100.69
		27051164-001		LIQUID PROPANE	\$46.23
		27053752-001		LIQUID PROPANE	\$76.05
		27058708-001	205971	LIQUID PROPANE	\$86.86
		27061250-001		LIQUID PROPANE	\$65.68
		27069512-001		LIQUID PROPANE	\$70.87
		27072303-001		LIQUID PROPANE	\$58.76
INLAND ASPHALT CO		32-1873042	205976	ASPHALT	\$134.64
		32-1874893		ASPHALT	\$129.18
		32-1875672		ASPHALT	\$245.02
RICHLAND ACE HARDWARE		38015	205781	FASTENERS	\$4.18
		38029		CHISEL	\$10.82
		38057		SINGLE LIGHTER FLINT	\$12.97
SPECIAL ASPHALT PRODUCTS INC	S015253	INVC063387	205791	CRACK SEALER, NUVO ELITE "B",	\$11,795.23
	S015253			ADJUST TAX	\$0.01
	S015253			FREIGHT	\$444.03
STREETS MAINTENANCE TOTAL ****					\$13,580.69
Division:	402	ARTERIAL STREETS			
AMERICAN ROCK PRODUCTS INC		192416	205921	TOP COURSE	\$192.79
		192592		CONCRETE	\$368.22



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
AMERICAN ROCK PRODUCTS INC		192802	205921	CONCRETE	\$672.92
		192888		TOP COURSE	\$91.57
		192968		CONCRETE	\$368.22
ARROW CONSTRUCTION SUPPLY INC	S015290	128027	205925	FREIGHT	\$92.06
	S015290			TACTILE WARNING TILES, ADA	\$1,386.24
BERGER ABAM ENGINEERS INC	P052423	303364	205929	DUPORTAIL BRIDGE - ENVIRON ASS	\$27,033.01
DAVID EVANS & ASSOCIATES INC	P052005	335565	205949	CENTER PARKWAY - RAILROAD CROS	\$4,704.61
FOSTER PEPPER PLLC	P053233	1050230	205859	CENTER PARKWAY - LEGAL SERVICE	\$24,050.50
GOODMAN & MEHLENBACHER	P052896	C83-13/PYMT 2	205749	C/O #2B: ADDITIONAL EXCAVATIO	\$270.47
	P052896			C/O 1B CONFLICT WITH MANHOLE	\$1,872.91
	P052896			STEVENS DR ELECTRICAL	\$52,077.53
IMT INC		4785	205753	SAINT/SPENGLER TESTING M13212	\$1,794.90
		4796		STEVENS DR TESTING M13211	\$578.50
		4802		HANFORD REACH TESTING M13096	\$1,021.70
		4806		STEVENS DR TESTING M13211	\$1,659.50
JUB ENGINEERS INC	P052737	83906	205979	SOUTH GWW SAFETY & MOBILITY IM	\$2,990.00
PRO BUILD COMPANY LLC		71439020	206004	LAP SIDING	\$43.30
SPECIAL ASPHALT PRODUCTS INC	S015253	INVC063387	205791	FREIGHT	\$444.03
	S015253			CRACK SEALER, NUVO ELITE "B",	\$8,596.85

ARTERIAL STREETS TOTAL ****

\$130,309.83

CITY STREETS Total ***

\$143,890.52

FUND 110

LIBRARY

Division:

303

LIBRARY

FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$60.72
KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY		730893	205980	WTR FILTER/CARTRIDGE/PVC	\$132.04
OCLC INC		0000270157	205999	CATALOGING/ILL/FIRST SEARCH	\$2,289.10
PITNEY BOWES INC		6966345-SP13	205772	METER LEASE 9/30-12/30/13	\$444.39
WASHINGTON STATE PATROL		114001444	205812	VOLUNTEER BACKGROUND CHECKS	\$70.00

LIBRARY TOTAL ****

\$2,996.25

LIBRARY Total ***

\$2,996.25

FUND 112

INDUSTRIAL DEVELOPMENT FUND

Division:

305

ECONOMIC DEVELOPMENT

ARBAUGH & ASSOCIATES INC		1259	205717	ARBAUGH LEG SERVICES-AUG	\$135.00
BALLEW, GARY		13-279 BALLEW	205718	ICSC CONF/SAN DIEGO/BALLEW	\$737.54
		13-333 BALLEW		INP FALL MTG/LEWISTON/BALLEW	\$162.72
		AUGUST 2013		BALLEW-MILEAGE AUGUST 2013	\$24.30
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$10.10
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$6.22



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RGW ENTERPRISES PC	P052432	8/13-GENERAL	206007	2013 EXTEND CONTRACT SERVICES	\$6,322.50
ECONOMIC DEVELOPMENT TOTAL****					\$7,398.38
Division: 306	ECONOMIC DEVELOPMENT PROJECTS				
HOME DEPOT CREDIT SERVICES	S015304	2110982	205752	DECK SCREWS, POLY SHEET, SPECI	\$1,852.82
MACKAY & SPOSITO INC		019187	205985	15638 CP-D&E STUDY C49-10 MOD3	\$8,226.72
ROCK PLACING CO		5221	206011	TRUCK TIME TO MOVE ROCKS	\$1,137.15
ECONOMIC DEVELOPMENT PROJECTS TOTAL****					\$11,216.69
INDUSTRIAL DEVELOPMENT FUND Total ***					\$18,615.07
FUND 150	HOTEL/MOTEL FUND				
Division: 307	HOTEL/MOTEL TAX				
TRI CITIES VISITOR & CONVENTION BUREAU		152259	205802	AUGUST MONTHLY DUES	\$15,499.56
HOTEL/MOTEL TAX TOTAL****					\$15,499.56
HOTEL/MOTEL FUND Total ***					\$15,499.56
FUND 151	SPECIAL LODGING ASSESSMENT				
Division: 339	TOURISM PROMOTION AREA				
TRI CITIES VISITOR & CONVENTION BUREAU		AUG 2013	205802	SPECIAL LODGING ACCESS AUG'13	\$32,104.81
TOURISM PROMOTION AREA TOTAL****					\$32,104.81
SPECIAL LODGING ASSESSMENT Total ***					\$32,104.81
FUND 153	CDBG FUND				
Division: 308	CDBG PROGRAM				
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$2.53
	S015315			TELEPHONE CHARGE 9/22/13 - 10/	\$2.53
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$24.65
SENIOR LIFE RESOURCES NW INC	P053246	2013 CDBG	206013	2013 GRANT MEALS ON WHEELS	\$7,000.00
TU DECIDES MEDIA INC		2013-17454	205804	2014 FUNDING DISPLAY AD	\$75.00
CDBG PROGRAM TOTAL****					\$7,104.71
CDBG FUND Total ***					\$7,104.71
FUND 154	HOME FUND				
Division: 309	HOME PROGRAM				
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$2.53
TRI COUNTY PARTNERS HABITAT FOR HUMANITY	P053247	2012 CHDO AWARD	206023	2012 KENNEWICK CHDO/613, 701,	\$281.81
		C43-13/DRAW 1	205803	HABITAT GARDEN CT PHASE B	\$49,489.00
		C43-13/DRAW 2		HABITAT GARDEN CT PHASE B	\$22,968.35
TU DECIDES MEDIA INC		2013-17454	205804	2014 FUNDING DISPLAY AD	\$75.00
HOME PROGRAM TOTAL****					\$72,816.69



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
HOME FUND Total ***					\$72,816.69
FUND 380	PARK PROJECT CONSTRUCTION				
Division:	337	PARKS & REC PROJECTS			
BANLIN CONSTRUCTION LLC	P052961	SB13-20PR/PYMT 4	205823	CHANGE ORDER #2 ITEM 18 5' W	\$1,833.78
BEDROCK SPECIALTY STONE PRODUCTS		46373	205720	BASALT ROCK	\$6,822.90
FAMILY FARMS DBA	P053137	C91-13/PYMT 1	205741	DEVELOPMENT OF PHASE 1 OF GALA	\$53,626.86
NATURAL STRUCTURES	P053061	13-S151	205994	SHIPPING	\$758.10
	P053061			98-73 SENTINEL MOUNTAIN SERIES	\$8,930.42
PRO BUILD COMPANY LLC		71438784	206004	2X12 TREATED LUMBER	\$50.32
PARKS & REC PROJECTS TOTAL ****					\$72,022.38
PARK PROJECT CONSTRUCTION Total ***					\$72,022.38
FUND 401	ELECTRIC UTILITY FUND				
Division:	000				
FASTENAL COMPANY	P053122	WARIC40398	205742	SS BOLT, ASSEMBLY, 1/2-13 X 1-	\$464.17
GENERAL PACIFIC INC	P053155	1210700	205747	CONDUCTOR, ACSR 1/0, RAVEN,	\$5,564.55
HD SUPPLY POWER SOLUTIONS LTD	P052926	2311049-00	205750	BOLT, MACHINE 5/8 X 10, JOSLYN	\$122.38
	P052926	2311049-01		WASHER DOUBLE COIL SPRING 3/4"	\$178.70
	P053032	2333107-0	206048	ARRESTER, RISER POLE, METAL	\$1,099.79
	P053032	2333107-01		CLAMP DEADEND,AUTO,4-1/0 ACSR,	\$996.36
	P053032			STIRRUP #4-4/0 ACSR, ANDERSON	\$382.30
	P053032	2333107-02		STIRRUP 1/0-397.5 ACSR,	\$780.63
	S015271	2363361-00	205750	ADJUST FOR TAX	(\$0.01)
	S015271			CONN,DIST. 336.4-4/0 AL TO AL	\$597.64
NORTH COAST ELECTRIC COMPANY	S015272	S5356826.001	205997	ADJUST FOR TAX	\$0.03
	S015272			UNISTRUT BRACKET 24"	\$1,037.94
STELLA JONES CORPORATION	P052679	USI-0016758/17364	205793	ADJUST SALES TAX	\$0.01
	P052679			POLE, WOOD 55 FT CLASS 3,CEDAR	\$9,140.52
	P052679			POLE, WOOD 50 FT CLASS 3,CEDAR	\$11,235.04
	P052679			POLE, WOOD 45 FT CLASS 3,CEDAR	\$46,256.01
	P052679	USI-0017390		SHIPPING CHARGES FOR RETURN OF	\$1,122.13
TOTAL ****					\$78,978.19
Division:	501	BUSINESS SERVICES			
ARBAUGH & ASSOCIATES INC		1259	205717	ARBAUGH LEG SERVICES-AUG	\$756.00
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$20.20
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$57.24
VERIZON WIRELESS	P052155	9711786442	206073	WIRELESS DATACARD-R.HAMMOND	\$21.95
BUSINESS SERVICES TOTAL ****					\$855.39
Division:	502	ELECTRICAL ENGINEERING			



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CASCADE TITLE COMPANY OF BENTON		197399	205726	LIABILITY REPORT	\$270.75
CITY OF RICHLAND		092613	205838	ELECTRICAL RECORDING FEES	\$138.00
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$37.88
MEIER ENTERPRISES INC	P051954	12607	205762	300 AREA ELECTRICAL SERVICE	\$850.00
PTARMIGAN SOFTWARE INC	S014917	494	205778	ENERGY SERVICES DATA CONVERSIO	\$10,852.03
US BANK EQUIPMENT FINANCE INC		236634598	205807	XEROX 6604 CONTRACT PAYMENT	\$81.60
ELECTRICAL ENGINEERING TOTAL****					\$12,230.26
Division:	503	POWER OPERATIONS			
ADVANCED PAGING & COMMUNICATIONS INC	S015233	17282	205712	REPLACEMENT REMOTE HANDSET	\$618.93
BLUE TARP FINANCIAL INC	S015278	29070666	205930	2ND QUARTER SALES CREDIT	(\$100.00)
	S015278			18V BATTERY 2-PACK, DEWALT	\$259.98
DENNY'S		091113	205736	OVERTIME MEALS 9/11/13	\$74.58
		091613		OVERTIME MEALS 9/16/13	\$163.57
ELECTROMARK	P053123	9322162655	205739	ELECTROMARK CAUTION TAG	\$675.60
	P053123			FREIGHT	\$16.66
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	(\$37.82)
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$50.62
GOODMAN & MEHLENBACHER	P052896	C83-13/PYMT 2	205749	C/O #2A: ADDITIONAL PIPE BEDD	\$6,798.85
	P052896			C/O 1A: UTILITY CONFLICTS AN	\$24,437.55
	P052896			STEVENS DR ELECTRICAL	\$240,490.19
GRAINGER	S015308	9236211919	205967	ELECTRIC ENGRAVER ITEM #2LKU6	\$93.52
HERTZ EQUIPMENT RENTAL CORP		26929507-002	205751	BACKHOE RENTAL 7/31-8/30/13	\$2,160.59
		26929507-003		BACKHOE RENTAL 8/30-9/5/13	\$779.76
HI-LINE HOLDING COMPANY LLC DBA	S015261	1/C51900	205972	SHIPPING	\$23.07
	S015261			KELLEM GRIP UNDERGROUND PULLIN	\$1,002.18
HOME DEPOT CREDIT SERVICES	S015304	7571626	205752	BOLT CUTTERS	\$24.88
HUSKIE TOOLS INC	S015280	498058	205975	CH-90 CHARGER	\$229.22
	S015280			BP-80 LITHIUM ION BATTERY	\$403.20
	S015280			SHIPPING	\$16.41
	S015280			ADJUST FOR TAX	(\$0.01)
IMT INC		4832	205753	300 AREA SOIL TESTING M13246	\$408.10
LEDBETTER, DOUG		091813	205877	LEDBETTER-CDL ENDORSEMENT FEE	\$85.00
LEH APPRAISAL SERVICES LLC	P051721	PARCEL A	205878	MOD. #1 APPRAISAL OF FUTURE	\$2,200.00
NORTHPOINT ELECTRICAL CONTRACTING INC	P053095	C91-13/PYMT 1	205769	300 AREA ELECTRICAL SERVICE	\$306,069.67
OSMOSE UTILITIES SERVICES INC	S015005	7UB-0129395	206000	POLE TESTING CONTRACT 12-90 MO	\$10,954.77
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$0.46
ROWAND MACHINERY CO		140315	206012	BACKHOE 310TJ RENTAL 9/17-23	\$790.59
SHARI'S MANAGEMENT CORP		13309021356752	205787	OVERTIME MEALS 9/2/13	\$78.79
		13309111348634		OVERTIME MEALS 9/11/13	\$42.14
SHERMAN & REILLY INC		4292	205788	UG CONNECTOR	\$704.86
TYNDALE ENTERPRISES INC	P052157	676333	205805	FIRE RETARDANT CLOTHING-2013	\$1,206.13



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
POWER OPERATIONS TOTAL****					\$600,722.04
Division: 504	SYSTEMS DIVISION				
ADVANCED PAGING & COMMUNICATIONS INC	S015233	17282	205712	REPLACEMENT REMOTE HANDSET	\$1,390.57
	S015233			SHIPPING	\$51.89
FASTENAL COMPANY		WARIC40382	205742	CORNER ANGLES-SHORT	\$30.36
		WARIC40478		CORNER ANGLES-SHORT & XL	\$46.01
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	(\$40.88)
	S015311			TELEPHONE CHARGE 9/19/13-10/18	(\$52.47)
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$48.09
IMT INC	P052995	4846	205753	SOIL COMPACTION & CONCRETE TES	\$620.30
MAGNUM POWER LLC	P052892	842	205987	C/O #1- EXISTING GROUND GRID	\$2,599.20
	P052892			TAPTEAL SUBSTATION OIL CONTAIN	\$156,394.58
MYERS POWER PRODUCTS INC	P050553	W-83442/CM83442	205888	15KV METALCLAD SWITCHGEAR FOR	\$17,547.52
	P050553			OPTIONAL ITEM: ELECTRICAL RACK	\$6,649.62
	P050553			OPTIONAL ITEM: ELECTRICAL RACK	\$6,649.62
	P050553			CREDIT INVOICE #CM83442 9/4/1	(\$4,304.93)
UNITED PARCEL SERVICE	S015312	000986641383	206024	COLLECT CHARGES FOR PKG FROM R	\$7.71
SYSTEMS DIVISION TOTAL ****					\$187,637.19
Division: 505	ENERGY POLICY MGMT				
BENTON COUNTY AUDITOR/WEATHERWISE	P053224	160280	205721	D. BERN-RECORD LIEN; AC# 16028	\$72.00
	P053224	213300 RELEASE		S. SPENCER-RELEASE LIEN; AC#	\$72.00
	P053224	232040 RELEASE		M. MILLER-RELEASE LIEN; AC# 23	\$72.00
	P053237	232420	205927	S. ROBINSON-RECORD LIEN; AC#23	\$72.00
	P053224	250020 RELEASE	205721	J. MERRILL-LIEN RELEASE; AC#	\$72.00
	P053224	33520 RELEASE		J. BUSH-LIEN RELEASE; AC# 3352	\$72.00
	P053224	351080 RELEASE		P. ROGALSKY-RELEASE LIEN; AC#	\$72.00
	P053224	380680		E. DEWEBER-RECORD LIEN; AC# 38	\$72.00
	P053224	381980		K. KAFFER-RECORD LIEN; AC# 381	\$72.00
	P053224	432380 RELEASE		G. POLYAK-RELEASE LIEN; AC# 43	\$72.00
	P053224	60680 RELEASE		T. CHRISTENSEN-RELEASE LIEN; A	\$72.00
	P053237	780380 RELEASE	205927	J. DEBBAN-LIEN RELEASE; AC# 78	\$72.00
	P053237	811900 RELEASE		J. GLASSCOCK-LIEN RELEASE; AC#	\$72.00
CASCADE TITLE COMPANY OF BENTON		198798	205938	TITLE REPORT-420 SCOT	\$81.23
CHINOOK HEATING & AIR INC	P053080	16024	205729	EE LOAN: R. HIGGINS, 2327 HARR	\$16,324.06
	P053008	16027		EE LOAN: J. CANDY ARNOLD, 2104	\$7,727.21
CITY OF RICHLAND		13-345 SENGGER	205731	NWPPA CONF/GLENEDEN/SENGER	\$1,093.76
		161460	205942	2104 PULLEN-REBATE-HP	\$1,000.00
		180600		1500 SWIFT-REBATE-DHP/WIN	\$2,340.00
		241280		2012 TRIPPE-REBATE-DHP	\$1,500.00
		380680		1333 HAUPT-REBATE-HP	\$1,000.00



City Of Richland

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From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		694320	205942	2327 HARRIS-REBATE-HP	\$1,000.00
		720080		409 SCOT-REBATE-HP	\$1,000.00
		720420		420 SCOT-REBATE-HP	\$900.00
		811040		246 HIGH MEADOWS-REBATE-HP/WIN	\$1,151.54
DAYCO HEATING & AIR		37584	205950	1200 COUNTRY R-REBATE-HP-PTCS	\$700.00
	P053058	37742	205735	EE LOAN: C. ROSS, 1729 DEL CAM	\$11,147.32
		37745	205950	254 GREENVIEW-REBATE-HP-PTCS	\$1,400.00
		37789		1608 DAVISON-REBATE-HEAT PUMP	\$1,000.00
DELTA HEATING & COOLING INC	P053142	21687	205951	EE LOAN ADD-ON: M. MAYNARD, 20	\$7,705.55
FLUID MARKET STRATEGIES INC	P052391	11782	205962	PROJECT ORDER-01 UNDER TERMS O	\$80.00
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$17.68
GLASS NOOK INC		59007	205748	1204 WRIGHT-REBATE-WINDOWS	\$881.34
	P053077	59543	205966	EE LOAN: G. STOWE, 246 HIGH	\$4,102.98
JACOBS & RHODES INC	P053223	108948	205977	EE LOAN: E. DEWEBER, 1333 HAUP	\$8,626.10
M CAMPBELL & COMPANY INC		589358	205984	1225 COUNTRY RIDGE-REBATE-PTCS	\$900.00
	P052761	596592		EE LOAN: J. WHITEHOUSE, 409 SC	\$11,005.00
		606569		502 NEWCOMER-REBATE-HEAT PUMP	\$1,400.00
		608109		2352 ENTERPRISE-REBATE-H PUMP	\$1,000.00
		609410	205760	133 RACHEL RD-REBATE-HP/PTCS	\$1,400.00
		610250	205984	225 INDIAN CT-REBATE-PTCS	\$400.00
PERFECTION GLASS		9936406356	205771	1122 ENGLEWOOD-REBATE-WINDOWS	\$1,840.02
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$169.28
ROBERTS CONSTRUCTION INC	P053028	2968	205784	EE LOAN: D. CARTWRIGHT, 1500 S	\$3,487.26
		2982	206010	1818 ALDER-REBATE-WINDOWS	\$753.00
TOTAL ENERGY MANAGEMENT INC	P053175	49267	206020	EE LOAN: G. CHAPMAN, 420 SCOT	\$10,429.29
VERIZON WIRELESS	P052155	9711786442	206073	WIRELESS DATACARD-S.EDGEMON	\$40.03
ENERGY POLICY MGMT TOTAL ****					\$104,538.65
ELECTRIC UTILITY FUND Total ***					\$984,961.72
FUND 402	WATER UTILITY FUND				
Division:	410	WATER CAPITAL PROJECTS			
IMT INC		4842	205753	STEVENS/MAHAN TESTING M13123	\$1,355.95
RICHLAND ACE HARDWARE		37955	205781	PVC-GALVANIZED CAPS	\$38.38
WATER CAPITAL PROJECTS TOTAL ****					\$1,394.33
Division:	411	WATER ADMINISTRATION			
ARBAUGH & ASSOCIATES INC		1259	205717	ARBAUGH LEG SERVICES-AUG	\$486.00
USAED, WALLA WALLA	P053235	688635	205905	WATER TRANSMISSION MAIN EASEME	\$1,500.00
WATER ADMINISTRATION TOTAL ****					\$1,986.00
Division:	412	WATER OPERATIONS			
ARAMARK UNIFORM SERVICES INC	S015302	8/13-934962000	205716	LINEN CHARGES FOR AUGUST 2013	\$0.01



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ARAMARK UNIFORM SERVICES INC	S015302	8/13-934962000	205716	LINEN CHARGES FOR AUGUST, 2013	\$36.72
CASCADE NATURAL GAS CORP		9/13-28638100009	205937	GAS-110 SAINT 8/21-9/18	\$19.61
CHEMSEARCH	S015293	1246368	206038	AEROSOL LUBRICANT, CHEMSEARCH	\$96.39
	S015293			FREIGHT	\$15.78
CORRECT EQUIPMENT INC	S015265	28382	205734	CHLORINATION TABLETS, 55LB PAI	\$2,877.60
	S015265			FREIGHT	\$230.50
	S015288	28423	205948	FREIGHT	\$230.50
	S015288			CHLORINATION TABLETS, 55LB PAI	\$2,877.60
ENERGY NORTHWEST		ENV02229	205740	WATER SAMPLES 8/6/13	\$2,844.00
FINCH, JOHN		13-340 FINCH	205960	WSDOH CERT MTG/OLYMPIA/FINCH	\$149.63
		13-353 FINCH		CERT EXAM PREP/SEATTLE/FINCH	\$616.30
FISHER SCIENTIFIC COMPANY, LLC	S015286	4115779	205961	BEAKER, NALGENE GRIFFIN LOW-FO	\$39.12
	S015286			BEAKER, NALGENE GRIFFIN LOW-FO	\$32.23
	S015286			TEST TUBE BRUSH, LARGE, 12/PAC	\$18.57
	S015286			PIPETS, SEROLOGICAL, POLYSTYRE	\$30.97
	S015286			RESPIRATOR CLEANING PADS, ALLE	\$24.32
	S015286			BEAKER, REUSEABLE, PYREX GRIFF	\$62.99
	S015286			FREIGHT	\$5.96
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$25.25
NORCO INC		12076371	205995	WTP BATTERY PACK	\$235.07
OXARC INC		PS12528	205770	CHLORINE	\$1,777.98
		PS12531		CHLORINE	\$2,303.90
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$6.18
WATER OPERATIONS TOTAL ****					\$14,557.18
Division:	413	WATER MAINTENANCE			
AGRICULTURE MANAGEMENT LLC	P052258	C143-12/PYMT 9	205916	CHANGED CODING: HORN RAPIDS	\$6,818.18
CENTRAL HOSE & FITTINGS INC		373636	205727	HOSE PARTS	\$23.16
		373853	205939	SWIVELS	\$265.00
		373891	205727	HOSE PARTS	\$9.30
		374190	205939	SWIVELS	\$115.40
CHEMSEARCH	S015293	1246368	206038	AEROSOL LUBRICANT, CHEMSEARCH	\$96.39
	S015293			ADJUST TAX	(\$0.01)
	S015293			FREIGHT	\$15.79
FASTENAL COMPANY		WARIC40575	205957	BOLTS	\$122.92
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$7.58
GRAINGER	S015308	9233105619	205967	CENTERPULL TOWEL ITEM #4TH48	\$130.19
	S015308	9243343473		BATTERY CHARGER ITEM #1JYV4	\$55.24
HD FOWLER COMPANY INC		I3468928	205969	3/4" GALV PIPE-JUMPERS	\$26.69
		I3473922		3/4" GALV PIPE-JUMPERS	\$26.69
HOME DEPOT CREDIT SERVICES	S015304	142261	205752	SOD	\$8.21
PRO BUILD COMPANY LLC		71438248	206004	PATIO BLOCKS	\$9.03



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RICHLAND ACE HARDWARE		37970	205781	BILGE PUMP/TRACTOR BATTERY	\$86.62
		37987		BIG GAP SPRAY	\$6.48
THE SHERWIN WILLIAMS CO		0372-6	205798	ANGLED BRUSH	\$12.96
		6203-8		PRIMER PAINT	\$58.47
TRI CITIES BATTERY & AUTO REPAIR		0090523	205801	3 VOLT BATTERY PAKS	\$8.92
WATER MAINTENANCE TOTAL ****					\$7,903.21
WATER UTILITY FUND Total ***					\$25,840.72
FUND 403	WASTEWATER UTILITY FUND				
Division:	420	SEWER ADMINISTRATION			
JUB ENGINEERS INC	P053097	83754	205979	SOUTH RICHLAND SEWER PLANNING-	\$5,750.00
SEWER ADMINISTRATION TOTAL ****					\$5,750.00
Division:	421	SEWER CAPITAL PROJECTS			
ACE SALES & SERVICE INC	P053107	A-20671	205915	*RENTAL OF KENWORTH PUMPER TRU	\$7,212.78
BRANOM INSTRUMENT CO	P053171	512875	205934	CREDIT FOR SWITCHING AMPLIFIER	(\$220.82)
	P053171	514558		FREIGHT	\$26.77
	P053171			TWAS- TURCK CABLE 579-30M	\$263.17
COAST CRANE COMPANY	P053156	DI/043912	205943	WA ROAD-ABLE VEHICLE TAX	\$2.39
	P053156			REFUELING CHARGE	\$117.29
	P053156			BOOMTRUCK RENTAL, 2005 NATIONA	\$863.37
COLUMBIA RIGGING CORP		22883	205733	WEB SLINGS/CHAIN BRIDLE-SLUICE	\$587.31
FASTENERS INC		S3736366.001	205958	WEDGE ANCHORS-SLUICE	\$117.67
IMT INC		4788	205753	COL PARK LIFT STATION M13219	\$1,217.40
ISS-WONDERWARE	P053084	403583	205754	SHIPPING	\$162.45
	P053084			WONDERWARE PACWEST TECHNICAL	\$550.00
	P053084			ARISTA 17 INDUSTRIAL LCD DISPL	\$2,588.37
	P053084			PLANT PROCESS COMPUTERS FOR	\$5,092.27
PRO BUILD COMPANY LLC		71438706	206004	SHEATHING/JIGSAW BLADE-SLUICE	\$42.38
TACOMA SCREW PRODUCTS INC		22082512	205795	WEDGE ANCHORS/SLUICE	\$51.05
		22082535		DRILL BITS/PRY BAR	\$53.52
SEWER CAPITAL PROJECTS TOTAL ****					\$18,727.37
Division:	422	SEWER OPERATIONS			
ABM JANITORIAL NORTHWEST		5662859	205711	JANITORIAL SERVICES-SEPT	\$263.51
AMERIGAS PROPANE LP		3020926495	205922	BOILER PROPANE-93.4 GALLONS	\$273.44
COLUMBIA ANALYTICAL SERVICES INC DBA	P053085	51-233379-0	205944	WATER- AMMONIA N EPA 350.1	\$25.00
	P053085			WATER- 200.8 TRACE ELEMENTS	\$130.00
	P053085			WATER- 200.7 METALS BY INDUCTI	\$30.00
	P053085			WATER- 624 VOLATILE ORGANIC CO	\$400.00
	P053085			WATER- 335.4 TOTAL CYANIDE	\$40.00
	P053085			WATER- 365.3 ORTHOPHOS. AS PHO	\$24.00



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COLUMBIA ANALYTICAL SERVICES INC DBA	P053085	51-233379-0	205944	WATER- 300.0 NITRATES	\$20.00
	P053085			WATER- 608 ORGANICHLOR. PEST./	\$160.00
	P053085			WATER- 420.1 PHENOLICS	\$45.00
	P053085			APEL 8/14/13 SAMPLING EVENT- W	\$60.00
	P053085			WATER- 625 SEMIVOL. ORGANIC CO	\$215.00
	P053085			WATER- 1631E TOTAL MERCURY	\$60.00
	P053085			WATER- TSS EPA 160.2	\$18.00
	P053085			WATER- BOD (5 DAY) EPA 405.1	\$48.00
FISHER SCIENTIFIC COMPANY, LLC	P053104	1759528/5437059	205745	ADJUST SALES TAX	(\$0.01)
	P053104			GLASS MICROFIBER FILTERS, 4.7	\$377.32
	P053104			FREIGHT	\$5.96
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$130.57
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$40.40
JT AUTOMOTIVE PARTS INC DBA		293851	206054	SPARK PLUGS/SOCKETS-COMPOST	\$10.32
MIDWEST LABORATORIES INC	P053086	695034	205765	SHIPPING FOR SAMPLE COOLERS	\$8.43
	P053086			COR LANDFILL COMPOST FACILITY	\$310.00
	P053086			SHIPPING 08/21/13	\$42.90
	P053086			SHIPPING 08/06/13	\$42.90
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$16.89
POLYDYNE INC	P053165	828080	205775	EMULSION POLYMER, CLARIFLOC C6	\$5,428.00
UNITED PARCEL SERVICE	S015312	000986641383	206024	GROUND PKG W/INSURANCE TO PACW	\$27.64
WA STATE DEPARTMENT OF ECOLOGY		2014-BA0020419	205809	BIOSOLID PERMIT 1ST 1/2 FY2014	\$4,751.32
SEWER OPERATIONS TOTAL ****					\$13,004.59
Division:	423	SEWER MAINTENANCE			
ABM JANITORIAL NORTHWEST		5662859	205711	JANITORIAL SERVICES-SEPT	\$263.51
FASTENERS INC		S3721755.001	205743	CHAIN HOIST	\$115.42
				RESPIRATOR/EAR PLUGS	\$52.50
		S3721755.002	205958	HEAT SHRINK/BANDSAW BLADE	\$66.53
		S3727235.001	205743	RETURN RESPIRATOR	(\$27.69)
		S3727250.001	205958	LOCKNUTS/WASHERS/SCREWS	\$96.93
		S3732363.001		REUSABLE EAR PLUGS	\$59.71
		S3733810.001		BANDING FOR SHIPMENTS	\$171.87
		S3734963.001		ANGLE GRINDER CUTOFF WHEEL	\$21.77
JT AUTOMOTIVE PARTS INC DBA		293557	206054	SEAT COVER	\$27.61
		293887		OIL-15W40	\$11.40
MCKENNA VIDEO SERVICES	S014915	10003054	205761	WASTEWATER TAPE CONVERSION PER	\$347.52
	S014915	10003060	206062	WASTEWATER TAPE CONVERSION PER	\$347.31
PRO BUILD COMPANY LLC		71438990	206004	TREATED WOOD	\$15.42
ROOTX INC	P053172	39332	205785	ROOTX ROOT CONTROL, 4# JARS, 6	\$2,322.00
	P053172			SHIPPING	\$122.07
STEEBER'S LOCK SERVICE		1958	206016	DUPLICATE KEYS/KEY RING	\$7.80



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TACOMA SCREW PRODUCTS INC		22082578	205795	CARBIDE BURS/LED LIGHT	\$79.40
UNITED PARCEL SERVICE	S015312	000986641383	206024	GROUND PKG TO MCKENNA VIDEO FO	\$11.49
SEWER MAINTENANCE TOTAL ****					\$4,112.57
WASTEWATER UTILITY FUND Total ***					\$41,594.53
FUND 404	SOLID WASTE UTILITY FUND				
Division:	432	SOLID WASTE COLLECTION			
FRONTIER	S015315	9/13-509-946-4078	205964	TELEPHONE CHARGE 9/22/13 - 10/	\$7.58
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$42.32
THOMPSON, NICHOLAS		091713	206018	THOMPSON-CDL ENDORSEMENT FEE	\$85.00
SOLID WASTE COLLECTION TOTAL ****					\$134.90
Division:	433	SOLID WASTE DISPOSAL			
ABM JANITORIAL NORTHWEST		5662859	205711	JANITORIAL SERVICES-SEPT	\$639.43
ARAMARK UNIFORM SERVICES INC	S015302	8/13-934962000	205716	LINEN CHARGES FOR AUGUST, 2013	\$103.70
CENTRAL HOSE & FITTINGS INC		373727	205727	FITTINGS	\$93.90
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$129.70
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$17.68
MITCHELL, FRANK		AUGUST 2013	205991	MITCHELL-MILEAGE AUGUST 2013	\$65.54
SOLID WASTE DISPOSAL TOTAL ****					\$1,049.95
SOLID WASTE UTILITY FUND Total ***					\$1,184.85
FUND 405	STORMWATER UTILITY FUND				
Division:	441	STORMWATER			
ABM JANITORIAL NORTHWEST		5662859	205711	JANITORIAL SERVICES-SEPT	\$263.51
HOME DEPOT CREDIT SERVICES	S015304	3032749	205752	4" TRENCHING SHOVEL	\$55.49
	S015304	4032563		FUNNY PIPE, 3/4 ELBOW, PVC TEE	\$50.52
STORMWATER TOTAL ****					\$369.52
STORMWATER UTILITY FUND Total ***					\$369.52
FUND 407	MEDICAL SERVICES FUND				
Division:	121	AMBULANCE			
BOUND TREE MEDICAL LLC		81162890	205933	DEFIB PADS/SALINE/EXAM GLOVES	\$645.52
		81165060		HAND WASH	\$77.46
		81166409		IV SETS/SALINE/BVM'S/ET TUBES	\$217.55
		81168851		BLOOD TUBES	\$49.10
		81170026		SAFETY GLASSES	\$20.58
		81171236		NIBP CUFFS/MASIMO SETS	\$325.07
		81172595		ENDOTRACHEAL TUBES	\$1.89
		81175874		DEFIB PADS/MEGAMOVER/SALINE	\$247.46
		81177029		BANDAGE/GAUZE/BIOHAZARD BAGS	\$135.36



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BOUND TREE MEDICAL LLC		81179707	205933	PREP PADS/SALINE/IV SETS	\$124.14
		81179708		SALINE	\$14.42
		81181047		IV SETS/MEGAMOVERS/CATHETER IV	\$393.44
		81182570		IV FLUSH SYRINGES	\$27.20
		81186793		IV SETS/DEFIB PADS/SALINE	\$177.93
		81188243		SALINE	\$28.84
STEEBER'S LOCK SERVICE		1908	206016	RESET KEYS-DUPPLICATES	\$10.18
ZUKOWSKI, PETER		PARAMEDIC EXAM	205914	ZUKOWSKI-EMT-PARAMEDIC EXAM	\$110.00
AMBULANCE TOTAL ****					\$2,606.14
MEDICAL SERVICES FUND Total ***					\$2,606.14
FUND 408	BROADBAND FUND				
Division:	460	BROADBAND ADMINISTRATION			
ID CONSULTING SOLUTIONS LLC	P053138	2013-684	205865	MODIFICATION #7 - INSPECTION	\$4,710.00
BROADBAND ADMINISTRATION TOTAL ****					\$4,710.00
BROADBAND FUND Total ***					\$4,710.00
FUND 501	CENTRAL STORES FUND				
Division:	000				
AMSAN	S015289	296195225	205923	SOAP, CARTRIDGE LOTION W/PCMX,	\$315.80
FISHER SCIENTIFIC COMPANY, LLC	P053190	4115778	205961	GLOVES, DISPOSABLE NITRILE,LG	\$614.47
HD FOWLER COMPANY INC	P053189	I3480162	205969	VALVE, BALL 1/2 IN, BRASS FULL	\$16.46
	P053189			VALVE 3/4" BRASS, HOSE BIBB	\$16.16
	P053189			VALVE, GATE 2" THREADED BRONZE	\$730.90
HORIZON DISTRIBUTION INC	P053192	761243	205974	HAND WARMER, ONE PAIR	\$123.46
WEST COAST PAPER COMPANY	S015270	8175754/8177752	205813	PAPER, CARD STOCK, INDEX, 80#,	\$512.22
	S015270			PAPER, 67# COVER, WHITE,	\$651.10
TOTAL ****					\$2,980.57
CENTRAL STORES FUND Total ***					\$2,980.57
FUND 502	EQUIPMENT MAINTENANCE FUND				
Division:	214	EQUIPMENT MAINTENANCE			
A & E TOWING LLC		4650	205710	TOWING VEH 3234 WO 33549	\$121.29
AL VAN EQUIP NW INC		2490	205917	RACK VEH 3295 WO 33422	\$1,087.68
AMERICAN RADIATOR INC		AA091806	205920	AIR COOLER VEH 3310 WO 33228	\$2,118.79
ARAMARK UNIFORM SERVICES INC	S015302	8/13-934962000	205716	LINEN CHARGES FOR AUGUST, 2013	\$99.15
BRAUN NORTHWEST INC		15547	205935	CONDENSER VEH 5037 WO 33227	\$1,406.68
		15547CM		RETURN CONDENSER VEH 5037	(\$858.31)
CASADAY BEE-LINE SERVICE & TOWING LLC		18689	205725	TIE ROD VEH 3295 WO 33605	\$472.45
CENTRAL HOSE & FITTINGS INC		373372	205727	HOSE VEH 3308 WO 33508	\$334.60



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CENTRAL HOSE & FITTINGS INC		373701	205727	HOSE VEH 3283 WO 33353	\$289.99
CITY OF RICHLAND		092613	205838	SPUDNUTS-8/26 MEETING	\$17.33
COMMERCIAL TIRE INC		150CM	205945	CREDIT VEH 3282 WO 32669	(\$100.83)
		184687		TIRES VEH 3230 WO 33642	\$281.35
		184688		FLAT REPAIR VEH 3240 WO 33641	\$57.20
		184712		FLAR REPAIR VEH 3240 WO 33641	\$86.62
		184771		TIRES VEH 2411 WO 33644	\$1,224.05
		184772		TIRES VEH 2411 WO 33644	\$642.42
		184874		FLAT REPAIR VEH 5036 WO 33695	\$273.76
		185004		TIRES VEH 3280 WO 33694	\$2,142.58
		185005		TIRES VEH 3314 WO 33693	\$1,034.35
		185006		TIRES VEH 3234 WO 33692	\$1,031.27
		185120		TIRES VEH 4082 WO 33691	\$749.71
		185223		TIRES VEH 6562 WO 33646	\$262.07
		185280		FLAT REPAIR VEH 3315 WO 33732	\$166.76
		185282		TIRES VEH 3314 WO 33731	\$1,208.11
		185283		TIRES VEH 6562 WO 33646	\$236.71
		185285		TIRES VEH 6565 WO 33730	\$132.82
		185287		TIRES VEH 6566 WO 33734	\$132.82
		185288		TIRES VEH 4114 WO 33629	\$134.39
		185290		TIRES VEH 3276 WO 33735	\$146.27
CONNELL OIL INC		0071527-IN	205947	LUBRICATION PRODUCTS	\$133.58
FAST SIGNS		139-47721	206046	LETTERING VEH 2411 WO 33746	\$27.49
FASTENERS INC		S3727458.001	205958	TIE WRAPS/LOCKNUTS/SCREWS	\$92.25
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	(\$46.01)
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$27.78
GENIE INDUSTRIES INC		4075731	205965	RUBBER TUBES VEH 3252 33582	\$256.95
GROVER DYKES AUTO GROUP INC DBA		334361	205968	ROTOR ASSY VEH 5041 WO 33507	\$246.33
JIM'S PACIFIC GARAGES INC		1196859	205978	EXTEND STEPS VEH 3255 33688	\$1,948.08
JT AUTOMOTIVE PARTS INC DBA		291144	205755	BRK CLEANER VEH 6542 WO 33373	\$37.34
		293309		FILTERS VEH 6565 WO 33628	\$23.12
		293344	206054	VOLT METER VEH 4136 WO 33580	\$63.34
		293352	205755	RELAY VEH 3297 WO 33643	\$16.43
		293379	206054	BALL JOINT VEH 3286 WO 33603	\$9.06
		293388		RETURN CABLE CHAIN VEH 9500	(\$249.01)
		293390	205755	V-BELT VEH 6545 WO 33634	\$5.05
		293435	206054	HITCH PIN VEH 6587 WO 33705	\$6.30
		293462	205755	BATTERY VEH 1103 WO 33631	\$202.47
		293463	206054	WS WASH VEH 1103 WO 33631	\$24.17
		293471	205755	BEARINGS VEH 4082 WO 33652	\$131.52
		293474	206054	BRK AWAY SWITCH VEH 4082 33652	\$14.07



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JT AUTOMOTIVE PARTS INC DBA		293475	206054	BATTERY VEH 4082 WO 33652	\$109.63
		293482		RETURN U JOINTS VEH 3310 33228	(\$77.29)
		293486		BATTERIES	\$25.00
		293508	205755	AIR FILTERS VEH 6544 WO 33667	\$43.97
		293509		SERP BELT VEH 6544 WO 33667	\$46.44
		293523		CORE CREDIT VEH 1103 WO 33631	(\$16.25)
		293538		FILTERS VEH 6545 WO 33671	\$29.78
		293556		BATTERY VEH 1102 WO 33670	\$186.22
		293587	206054	FLOOD LAMPS VEH 3269 WO 33668	\$304.50
		293632		LAMP VEH 4082 WO 33652	\$4.70
		293635	205755	BRAKE PAD VEH 1102 WO 33672	\$85.55
		293638	206054	MOTOR OIL SAE 5W30	\$502.17
		293718		THREADLOCK VEH 5041 WO 33507	\$48.10
		293719		BRK CLEANER VEH 3310 WO 33228	\$16.18
		293736		HOSE NOZZLES VEH 3107 33676	\$45.59
		293738		WASH BRUSHES VEH 3136 33677	\$200.14
		293739	205755	BRAKE PAD VEH 1108 WO 33679	\$85.55
		293807	206054	SWITCH VEH 7118 WO 33674	\$4.18
		293811		BRAKE LATHE SILENCERS	\$43.30
		293812		BRUSHES VEH 3136 WO 33677	\$10.03
		293880		MP LAMPS VEH 3204 WO 33689	\$57.94
		293881		BATTERY VEH 1108 WO 33675	\$164.29
		293885		FLASHLIGHT VEH 1106 WO 33578	\$10.28
		293891		DISC PADS VEH 1106 WO 33578	\$129.92
		293903		BRK CLEANER VEH 3283 WO 33648	\$32.36
		293935		PINTLE HOOK VEH 3305 WO 33640	\$91.39
		293949		ABSORBENT VEH 5039 WO 33722	\$60.56
		293967		TYGON TUBING VEH 6462 33709	\$8.08
		293977		BATTERIES VEH 3171 WO 33579	\$514.77
		293979		BULB VEH 5032 WO 33348	\$6.92
		293999		SERP BELT VEH 3263 WO 33639	\$71.85
		294010		WIPERBLADE VEH 2274 WO 33684	\$9.19
		294075		FLOOR MATS VEH 3319 WO 33386	\$27.06
		294106		LAMPS VEH 4096 WO 33728	\$20.10
		294185		BATTERY VEH 2382 WO 33736	\$109.79
		294186		BATTERY VEH 1380 WO 33739	\$109.63
		294188		FUEL FILTER VEH 3219 WO 33733	\$27.35
		294229		AIR IMPACT WRENCH	\$151.76
		294280		CLAMPS VEH 3301 WO 33686	\$18.38
		294294		BRK CLEANER VEH 3301 WO 33686	\$5.39
MCCURLEY CHEVROLET		293774	205989	CRANK SEAL VEH 2382 WO 33659	\$221.83



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
MCCURLEY CHEVROLET		838232	205989	IGNITION CYL VEH 1374 WO 33535	\$172.97
		838459		FUEL PUMP VEH 3234 WO 33549	\$344.81
		838524		LAMP VEH 3293 WO 33585	\$72.32
		838812		HANDLE VEH 2303 WO 33611	\$54.95
		839036		RELAYS VEH 1374 WO 33638	\$13.65
		839168		SWITCH VEH 2350 WO 33645	\$110.33
		839791	206061	REGULATOR VEH 3266 WO 33708	\$103.89
		840158		SWITCH VEH 2274 WO 33684	\$63.92
MOBILE FLEET SERVICE INC		1232540033	205992	STEP BRACKETS VEH 3212 33344	\$206.39
		1232540038		SUN VISOR VEH 3222 WO 33570	\$444.42
		1232540045		SPRINGS VEH 3320 WO 33547	\$1,180.19
NORCO INC		12058168	205767	WIRE VEH 0800 WO 33558	\$106.10
NOVUS GLASS		I0003067	205998	REPLACE GLASS VEH 3312 33493	\$135.38
		I0003218		INSTALL GLASS VEH 3312 33599	\$135.38
		I0003231		WS REPAIR VEH 5037 WO 33616	\$32.49
		5711382	206002	FUSES VEH 3312 WO 33612	\$24.52
PLATT ELECTRIC SUPPLY INC		503011	205892	CIRCUIT VEH 4136 WO 33580	\$877.88
POWERS EQUIPMENT CO INC		P04886	206006	V-BELT VEH 6565 WO 33627	\$191.73
		P04887		BLADES VEH 6565 WO 33628	\$84.97
		140471	205894	SWIVEL ASSY VEH 7122 WO 33544	\$2,045.56
ROWAND MACHINERY CO		140719	206012	PINS/RINGS VEH 7120 WO 33657	\$412.85
		140721		COVERS VEH 7148 WO 33651	\$1,261.32
		16 034839	206015	U JOINTS VEH 7126 WO 33501	\$407.87
SIX STATES DISTRIBUTORS INC		22082764	205795	CAP SCREWS VEH 3308 WO 33655	\$106.09
TACOMA SCREW PRODUCTS INC		22082926		FLAP WHEELS VEH 3285 WO 31672	\$79.61
		03-97673	205800	FLAT TIRE VEH 0308 WO 33660	\$24.91
		03-97827		TRAILER TIRE VEH 4099 WO 33661	\$254.55
TIRE FACTORY INC DBA		03-97900		VALAVES VEH 5043 WO 33311	\$19.49
		148805	206021	WTR VALVE VEH 5029 WO 33541	\$83.32
		148898		BULB VEH 3315 WO 33593	\$7.28
TRANSPORT EQUIPMENT CO INC DBA		148987		STROBE VEH 3309 WO 33487	\$339.72
		149057		TOOL TRAY VEH 3309 WO 33487	\$55.32
		149087		RADIO VEH 3320 WO 33291	\$207.42
		149106		AUTO BELT VEH 3310 WO 33228	\$218.00
		149140		INSULATION KIT VEH 3310 33228	\$773.80
		149228		BUSHINGS VEH 3310 WO 33228	\$35.78
		149349		RETURN AUTO BELT VEH 3310	(\$155.02)
				BT TIGHTENER VEH 3310 WO 33228	\$174.34
		149437		U JOINTS VEH 3310 WO 33228	\$189.71
		149576		RELAY VEH 5044 WO 33662	\$69.13
		149785		ALTERNATOR VEH 3171 WO 33579	\$183.47



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TRANSPORT EQUIPMENT CO INC DBA		149878	206070	BRAKES VEH 3310 WO 33228	\$661.11
TRI CITIES BATTERY & AUTO REPAIR		0090481	205801	BATTERY VEH 2370 WO 33622	\$140.75
		0090577		BATTERY VEH 6456 WO 33630	\$235.91
		0199202		BATTERY VEH 6567 WO 33488	\$66.19
UNITED PARCEL SERVICE	S015300	0000986641373	205806	GROUND PKG TO HAVIS FOR IT	\$17.90
	S015300			GROUND PKG TO DANHARD INC FOR	\$33.29
WESTERN PETERBILT INC		H211837	206026	GLASS VEH 3312 WO 33599	\$73.01
		H211985		SWITCH VEH 3175 WO 33607	\$123.78
WESTERN STATES EQUIPMENT COMPANY		PC110263541	206027	O-RINGS VEH 3284 WO 33567	\$248.42
		PC110263628		COUPLINGS VEH 3228 WO 33584	\$35.74
		PC110263967		COUPLINGS VEH 3284 WO 33614	\$458.62
		PC110264119		ELEMENTS VEH 7130 WO 33669	\$211.97
		WO110090346		OVERPYMT CREDIT VEH 3312	(\$8.60)
		WO110092729		ENGINE REPAIR VEH 7138 33666	\$5,224.81
		WO110092938	206074	COOLING SYSTEM VEH 7138 33740	\$1,242.95
WONDRACK DISTRIBUTING INC		0431863	205815	OFF ROAD DYED DIESEL/LANDFILL	\$7,139.87
		0719152		CARDLOCK FUEL 9/9-9/15/13	\$21,381.28
		0719243	206029	CARDLOCK FUEL 9/16-9/22/13	\$20,649.58
WOODPECKER TRUCK & EQUIPMENT INC		1-232490013	206030	VALVE VEH 3171 WO 33469	\$193.29
		1-232520009		RETURN VALVES VEH 3171 WO33469	(\$356.96)
		1-232670025		BRACKET VEH 3171 WO 33579	\$331.44
EQUIPMENT MAINTENANCE TOTAL ****					\$90,703.88
EQUIPMENT MAINTENANCE FUND Total ***					\$90,703.88
FUND 503	EQUIPMENT REPLACEMENT FUND				
Division:	215	EQUIPMENT REPLACEMENT			
JOHN DEERE EXCHANGE	S015322	113127266	206052	MSRP DISCOUNT	(\$2,544.20)
	S015322			ONE (1) NEW JOHN DEERE GATOR M	\$16,414.19
	S015322			TAX	\$1,151.22
EQUIPMENT REPLACEMENT TOTAL ****					\$15,021.21
EQUIPMENT REPLACEMENT FUND Total ***					\$15,021.21
FUND 505	PUBLIC WORKS ADMIN & ENGINEER				
Division:	450	PW ADMIN & ENGINEERING			
ALDRICH, NANCY		13-347	205918	GOV IND SH CON/MILEAGE/ALDRICH	\$124.86
AMERICAN PUBLIC WORKS ASSOCIATION		7396/2013 DUES	205919	APWA DUES RENEWAL/2013	\$912.00
CITY OF RICHLAND		092613	205838	PW RECORDING FEES	\$138.00
		13-347 ALDRICH	205941	GOV IND SH CONF/TACOMA/ALDRICH	\$426.35
FRONTIER	S015311	9/13-206-188-2614	205964	TELEPHONE CHARGE 9/19/13-10/18	\$19.48
	S015315	9/13-509-946-4078		TELEPHONE CHARGE 9/22/13 - 10/	\$70.78



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
IMT INC		4799	205753	CRESTED HILS CANAL XING M12400	\$1,132.80
		4809		CON AGRA IRRIG TESTING M13232	\$1,004.40
		4812		HTS@MEADOW SPRGS TESTINGM13236	\$1,112.90
		4821		ENGLEWOOD DR TESTING M13169	\$655.30
MID COLUMBIA ENGINEERING INC	P052731	ST005955	205764	TODD LOCATI - ENGINEERING ASSI	\$858.00
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$21.00
ROGALSKY, PETER		13-409 ROGALSKY	206065	CRPA GROUP/ELLENSBURG/ROGALSKY	\$62.15
UNITED PARCEL SERVICE	S015312	000986641383	206024	GROUND PKG TO BOYLE CONSULTING	\$31.20
US BANK EQUIPMENT FINANCE INC		236634598	205807	XEROX 6604 CONTRACT PAYMENT	\$81.60
VERIZON WIRELESS	P052203	9711834105	206073	INTERNET ACCESS ON 2 LAPTOPS:	\$80.02
PW ADMIN & ENGINEERING TOTAL ****					\$6,730.84
PUBLIC WORKS ADMIN & ENGINEER Total ***					\$6,730.84
FUND 506	WORKERS COMPENSATION FUND				
Division:	221	WORKERS COMP INSURANCE RESERVE			
MATRIX ABSENCE MANAGEMENT INC		1026010	205988	QTRLY ADMIN FEE 9/2013-11/2013	\$9,453.45
WORKERS COMP INSURANCE RESERVE TOTAL ****					\$9,453.45
WORKERS COMPENSATION FUND Total ***					\$9,453.45
FUND 520	HEALTH CARE/BENEFITS PLAN				
Division:	222	EMPLOYEE BENEFIT PROGRAM			
MAGELLAN BEHAVIORAL HEALTH		OCT2013/SELFBILL	205986	OCTOBER 2013 EAP	\$674.97
REHN & ASSOCIATES INC		AUGUST 2013	205780	AUGUST HRA ADMIN FEE	\$283.50
VERDE SERVICES INC		885465	205808	3RD QTR 2013 FLEX BENEFIT PLAN	\$630.00
EMPLOYEE BENEFIT PROGRAM TOTAL ****					\$1,588.47
HEALTH CARE/BENEFITS PLAN Total ***					\$1,588.47
FUND 611	FIREMAN'S PENSION				
Division:	216	FIRE PENSION			
ANDERS, PETER		AP00003709251301	205819	MEDICARE PREMIUM/ANDERS	\$104.90
BOWLS, DAVID		AP00003509251301	205827	MEDICARE PREMIUM/BOWLS	\$104.90
CANFIELD, HARRY R		AP00000409251301	205831	MEDICARE PREMIUM/CANFIELD	\$104.90
CANTLEY VISION INC DBA		111912AM	206037	VISION DOS 11/19/12	\$26.50
CARRICK, HENRY		090313HC	205724	N/C MEDS 9/3 & 9/11/13	\$105.04
		AP00000509251301	205833	MEDICARE PREMIUM/CARRICK	\$104.90
CLARK, FRANK M		AP00000609251301	205840	MEDICARE PREMIUM/CLARK	\$104.90
DOWNES, DANNY		AP00005109251301	205850	MEDICARE PREMIUM/DOWNES	\$104.90
ELIASON, CURTIS		AP00003309251301	205853	MEDICARE PREMIUM/ELIASON	\$104.90
ESTY, RAYMOND J		AP00000909251301	205855	MEDICARE PREMIUM/ESTY	\$104.90



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FAMILY FIRST DENTAL		053013RL	205956	DENTAL DOS 5/30/13	\$157.00
FERRIANS, ALLEN LARRY		AP00006009251301	205857	MEDICARE PREMIUM/FERRIANS	\$104.90
HOUCHIN, EARL		AP00001209251301	205864	MEDICARE PREMIUM/HOUCHIN	\$104.90
JOHNSON, NEILS E		AP00003409251301	205871	MEDICARE PREMIUM/JOHNSON	\$103.90
JONES, HAROLD		AP00005509251301	205872	MEDICARE PREMIUM/JONES	\$104.90
KEYS, JACK D		AP00006209251301	205874	MEDICARE PREMIUM/KEYS	\$104.90
LAHTI, ROGER P		091613RL	205757	N/C RX DOS 9/16/13	\$73.69
		AP00006409251301	205876	MEDICARE PREMIUM/LAHTI	\$103.90
MITCHELL, RAYMOND L		AP00001509251301	205886	MEDICARE PREMIUM/MITCHELL	\$104.90
MYERS, EDWARD A		AP00007609251301	205889	MYERS/MEDICARE PREMIUM	\$104.90
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$1.98
POLLARD, JAMES		AP00004809251301	205891	MEDICARE PREMIUM/POLLARD	\$99.90
RONEY, LARRY		AP00003609251301	205893	MEDICARE PREMIUM/RONEY	\$104.90
SIEMENS, DONALD		091113DS	205789	N/C RX DOS 9/11/13	\$31.99
WALGREENS PHARMACY		091913FIRE	205810	N/C RX DOS 6/18-8/29/13	\$69.10
WEST, ROYAL		AP00002009251301	205909	MEDICARE PREMIUM/WEST	\$104.90
WILLIAMSON, CRAIG E		AP00007509251301	205910	MEDICARE PREMIUM/WILLIAMSON	\$101.90

FIRE PENSION TOTAL ****

\$2,553.30

FIREMAN'S PENSION Total ***

\$2,553.30

FUND 612

POLICEMEN'S PENSION FUND

Division:

217

POLICE PENSION

BAKER, MARSHALL R	AP00006309251301	205822	MEDICARE PREMIUM/BAKER	\$104.90
BATES, LAURIE VERN JR	AP00004909251301	205824	MEDICARE PREMIUM/BATES	\$104.90
BEDEN, LARRY	AP00003809251301	205825	MEDICARE PREMIUM/BEDEN	\$104.90
BRUNSON, DALE A	AP00004209251301	205829	MEDICARE PREMIUM/BRUNSON	\$104.90
CLEAVENGER, WILL J	AP00007309251301	205841	MEDICARE PREMIUM/CLEAVENGER W	\$104.90
CLEMENTS, JOHN M	AP00007409251301	205842	MEDICARE PREMIUM/CLEMENTS	\$104.90
COUCH, LARRY	AP00006609251301	205844	MEDICARE PREMIUM/COUCH	\$104.90
DERRICK, GEORGE	AP00000709251301	205847	MEDICARE PREMIUM/DERRICK	\$104.90
DRIVER, DOUGLAS D	100113DD	206042	NONCOVERED RX DOS 10/1/13	\$31.99
DUCHEMIN, ROGER	AP00000809251301	205851	MEDICARE PREMIUM/DUCHEMIN	\$104.90
EMERITUS AT RICHLAND GARDENS	S000044613AM	205954	#219 ASSISTED LIVING10/1-10/31	\$4,500.00
GANLEY, JOHN M	AP00007909251301	205860	MEDICARE PREMIUM/GANLEY	\$104.90
HIGGINS, FRED C	AP00007809251301	205863	HIGGINS MEDICARE PREMIUM	\$103.90
LEWIS, DAVID L	AP00004309251301	205879	MEDICARE PREMIUM/LEWIS	\$101.90
LOHDEFINCK, RICHARD N	AP00002309251301	205881	MEDICARE PREMIUM/LOHDEFINCK	\$104.90
MANUEL, D ART	AP00002509251301	205882	MEDICARE PREMIUM/MANUEL	\$104.90
MOORE, ROBERT	AP00007109251301	205887	MEDICARE PREMIUM/MOORE	\$104.90
PITNEY BOWES PURCHASE POWER	8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$1.98
SPARKS, DAVID W	AP00005909251301	205897	MEDICARE PREMIUM/SPARKS	\$104.90



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TAYLOR, KENNETH		AP00002709251301	205899	MEDICARE PREMIUM/TAYLOR	\$104.90
THOMAS, GERALD D		AP00003209251301	205900	MEDICARE PREMIUM/THOMAS G	\$104.90
TURNER, ROY		AP00003109251301	205904	MEDICARE PREMIUM/TURNER	\$104.90
WALGREENS PHARMACY		091913POLICE	205810	N/C RX DOS 5/30-8/20/13	\$897.10
WENDLAND, WALTER		AP00001909251301	205908	MEDICARE PREMIUM/WENDLAND	\$104.90
WILMOTH, ROD		AP00004509251301	205911	MEDICARE PREMIUM/WILMOTH	\$104.90
ZIMMERMAN, GERALD		AP00005009251301	205913	MEDICARE PREMIUM/ZIMMERMAN	\$104.90
POLICE PENSION TOTAL ****					\$7,734.87
POLICEMEN'S PENSION FUND Total ***					\$7,734.87
FUND 641	SOUTHEAST COMMUNICATIONS CTR				
Division:	600	SECOMM OPERATIONS GENERAL			
CENTURYLINK		9/13-313896250	205835	GENERAL PHONE CHRGS 9/6-10/5	\$94.37
		9/13-509-624-3863	205834	GENERAL PHONE CHRGS 9/16-10/16	\$7.31
FRONTIER		9/13-206-188-1060	205964	GENERAL PHONE 9/19-10/18	\$357.52
		9/13-206-188-2381		E911/GENERAL PHONE 9/10-10/9	\$217.81
SPRAGUE PEST SOLUTIONS		2155382-2155383	205792	PEST CONTROL SRVCS 9/10/13	\$106.10
WASHINGTON STATE PATROL		00051753	205907	ACCESS FEES-JUL-SEPT 2013	\$5,331.00
SECOMM OPERATIONS GENERAL TOTAL ****					\$6,114.11
Division:	601	E911 OPERATIONS			
APOLLO SHEET METAL INC	P053245	41416B	205924	FALL HVAC MAINTENANCE CONTRACT	\$2,000.00
BARBER, JAMES		13-368 BARBER	205926	911 MTG/CAMP MURRAY/BARBER	\$340.66
CITY OF RICHLAND		13-371 TOWNE	205839	ST 911 MTG/CHEHALIS/TOWNE	\$278.10
FRONTIER		9/13-206-188-2381	205964	E911/GENERAL PHONE 9/10-10/9	\$217.81
MOON, TAE-IM PHD		SC15343/SEPT 2013	205766	PREEMPLOYMENT PSYCH EVAL-RIVAS	\$700.00
		SC15343-SEPT 2013		PRE EMPLOYMENT PSYCH EVAL-TOPF	\$700.00
TOWNE, PATRICIA		13-371	205902	ST 911 MTG/FUEL/TOWNE	\$28.51
E911 OPERATIONS TOTAL ****					\$4,265.08
SOUTHEAST COMMUNICATIONS CTR Total ***					\$10,379.19
FUND 643	EMERGENCY MANAGEMENT				
Division:	621	RADIOLOGICAL EMGCY PREPAREDNES			
MID COLUMBIA ENGINEERING INC	P052723	ST005954	205764	BECKI COATS, SURVEY TAKER	\$178.75
PITNEY BOWES PURCHASE POWER		8/13-1127-9365	205774	POSTAGE 8/1-8/31/13	\$463.22
SPRAGUE PEST SOLUTIONS		2155382-2155383	205792	PEST CONTROL SRVCS 9/10/13	\$35.37
RADIOLOGICAL EMGCY PREPAREDNES TOTAL ****					\$677.34
Division:	622	DOE EMERGENCY PREPAREDNESS			
CITY OF RICHLAND		13-352 BECK	206039	WSEMA CONF/STEVENSON/BECK	\$673.56
DOE EMERGENCY PREPAREDNESS TOTAL ****					\$673.56



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 623 JURISDICTION					
APOLLO SHEET METAL INC	P053245	41416B	205924	FALL HVAC MAINTENANCE CONTRACT	\$824.73
CALVERT, BRIAN		CONRAD LAKE FIRE	205936	CALVERT-CONRAD LAKE MILEAGE	\$221.48
SPRAGUE PEST SOLUTIONS		2155382-2155383	205792	PEST CONTROL SRVCS 9/10/13	\$35.37
JURISDICTION TOTAL ****					\$1,081.58
EMERGENCY MANAGEMENT Total ***					\$2,432.48



City Of Richland

VL-1 Voucher Listing

From: 9/23/2013 To: 10/4/2013

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
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Invoice Total: ****

\$1,792,549.24

Number of Invoices

Amount

Vouchers In Richland	146	\$134,978.96
Vouchers In Tri Cities	130	\$852,442.12
Vouchers In WA	145	\$465,157.68
Vouchers Outside WA	388	\$339,970.48
Vouchers Final Total.....	809	\$1,792,549.24

Ob ject Category	Title	Total	Percentage
1	SALARIES	\$359.08	0.02%
2	BENEFITS	\$10,319.14	0.58%
3	SUPPLIES	\$145,737.95	8.13%
4	OTHER SERVICES & CHARGES	\$1,224,410.16	68.31%
5	INTERGOVERNMENTAL SERVICES	\$62,757.23	3.5%
6	CAPITAL PROJECTS	\$241,467.70	13.47%
	MACHINERY & EQUIPMENT	\$25,539.22	1.42%
	INVENTORY PURCHASES	\$81,958.76	4.57%
	Total	\$1,792,549.24	



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Items of Business

Agenda Item: B1

Key Element: Key 3 - Economic Vitality

Subject: APPROVAL OF PROJECTS FOR THE COMMERCIAL IMPROVEMENT PROGRAM

Department: Community and Development Services

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

Approve the funding recommendations for the Commercial Improvement Program – 2013 Fall Cycle recommended by the Economic Development Committee (Attachment 1).

Summary:

The Commercial Improvement Program received funding through the Business License Reserve Fund since 1998. The purpose of the program is to encourage and enhance economic development and reduce blight in the city by assisting local businesses in making improvements to their storefronts. Improvements shall be permanent in nature, within view of a public right-of-way and shall be maintained in good, clean working condition by the private party for the duration of the agreement. Determination of the appropriate projects to be awarded these funds is made by the Richland City Council based upon recommendations by the Economic Development Committee.

The Economic Development Committee reviewed the fall cycle applications on September 23, 2013. Three applications were received for the 2013 fall cycle and one previously awarded applicant requested a contract renewal. The Economic Development Committee recommends Council approval as described in the 2013 Commercial Improvement Program Worksheet (Attachment 1).

In summary the Committee recommends funding improvements at Castle Catering and Two Bits and a Bite. The Committee also recommends renewing the improvement agreement with Kim Jones (former Desert Wave location). The Committee did not recommend funding the improvement proposed by Strandz, finding that it was a maintenance item and not a permanent improvement. Strandz provided additional information which has not been reviewed by the Economic Development Committee (Attachment 2).

The Economic Development Committee also modified the guidelines for the Commercial Improvement Program, extending the term of improvement agreements to the end of the year following the award. Staff recommends extending the term of the agreements with Jeremy Debban (735 The Parkway), Castle Catering and Ambrad Chalela MD to December 31, 2014.

Fiscal Impact?

☒ Yes ☐ No

The Commercial Improvement Program, funded by the Business License Reserve Fund, has a 2013 balance of \$78,379.19. Approval will allocate \$34,136.00 of those funds. The remaining balance of \$44,243.19 will be returned to the Business License Reserve Fund.

Attachments:

- 1) 2013 CIP Worksheet
- 2) Memo Applicant Meeting 10-7-13
- 3) Richland Municipal Code

City Manager Approved:

Hopkins, Marcia
Oct 11, 10:57:07 GMT-0700 2013

2013 Commercial Improvement Program Requests Fall Cycle

Applicant	Project Description	Previous Allocation	Total Project Cost	Recommended	Not Recommended	Fall Cycle Funding Recommendation
Ambrad Chalela	Exterior Enhancements	\$ 10,000.00	\$ 123,314.29	X		Extend Term
Castle Catering	Façade Improvement	\$ 10,000.00	\$ 40,222.00	X		Extend Term
Debban - 735 The Parkway	New Build - Façade Assistance	\$ 20,000.00	\$ 200,000.00	X		Extend Term
Castle Catering	Monument Sign		\$ 20,000.00	X		\$ 10,000.00
Strandz	Awnings		\$ 4,467.38		X	\$ -
Two Bits and a Bite	Exterior Enhancements		\$ 35,233.93	X		\$ 14,136.00
Desert Wave	Contract Renewal	\$ 10,000.00	\$ 30,000.00	X		\$ 10,000.00
Totals		\$ 40,000.00	\$ 453,237.60			\$ 34,136.00

Fall Cycle Budget	
Amount Available	\$78,379.19
Recommended Allocation	\$34,136.00
Unallocated Funds	\$44,243.19



MEMORANDUM
Economic Development Office

To: File Folder Memorandum

From: Brian Moore, Project Supervisor

Date: October 7, 2013

Subject: Commercial Improvement Applicant Strandz 707-The Parkway

The applicant (Mary Fromm) met with me today regarding the Economic Development Committee's recommendation of denial for her application. She provided a number of reasons that her project should be funded.

1. Her 2011 application for awnings on The Parkway entrance of her business was funded. This is this is a similar improvement for the Jadwin entrance.
2. She is also investing \$7,387 in roof repairs for her building. The damage was caused partially by landscaping that prevented rain from draining properly.
3. These awnings lasted 10 years before replacement was needed. This is twice the duration required in the Commercial Improvement Program contract.

These points may address the EDC's concern that this project represents maintenance rather than an improvement. These points may also address concerns regarding the durability of the proposed improvements.

I recommended that the applicant attend the October 15th City Council meeting and speak during public comment and request reconsideration of her application.

Attachment 2 – Richland Municipal Code

5.04.388 Commercial improvement program.

The city of Richland's office of business and economic development is authorized to establish and manage a commercial improvement program ("program"). **The purpose of the program is to encourage and enhance economic development, and reduce blight in the city.** The program shall be funded annually as determined by the process set forth in RMC [5.04.386](#). Use of the funds shall be designated for improvement of commercial areas or properties that exhibit preblight conditions as identified by the economic development committee and for public investment to facilitate private economic development and to limit or eliminate blight. The city's program and participation shall be secured by agreement, such agreement to provide for the city ownership of an interest in the facilities and improvements funded pursuant to the agreement. The city interest in facilities and improvements will be amortized and reduced at the rate of 20 percent per year for each of five years after the construction or installation of the facility or improvement. The consideration for a program agreement includes but is not limited to the anticipated increase in sales tax received by the city and the avoidance of public expenditure on blighted areas. Program facilities and improvements shall be permanent in nature, within view of a public right-of-way or property, and shall be maintained in good, clean working condition by the private party for the duration of the agreement. Determination of the appropriate projects to be awarded these funds shall be made by the Richland city council based upon recommendations to the council by the economic development committee which shall review the applications submitted to them. The economic development committee shall develop administrative guidelines for the program. Said guidelines shall be reviewed by staff and accepted by the city council. [Ord. 15-08; Ord. 09-13 § 1.03].



Council Agenda Coversheet

Council Date: 10/15/2013

Category: Items of Business

Agenda Item: B2

Key Element: Key 1 - Financial Stability and Operational Effectiveness

Subject: OVERVIEW OF THE 2014 CITY MANAGER'S PROPOSED BUDGET

Department: City Manager

Ordinance/Resolution:

Reference:

Document Type: General Business Item

Recommended Motion:

None.

Summary:

The City Manager's proposed 2014 Budget will be presented at the October 15, 2014, Council meeting. The remaining 2014 Budget Calendar is as follows:

October 15 Council Meeting:

- Public Hearing - Revenue Sources, Including Property Tax
- 1st Reading of Ordinance to Approve the Ad Valorem Tax for 2014, Property Tax Levies
- 1st Reading of Ordinance to Approve the 2017 Council Compensation Plan
- Overview of 2014 City Manager's Proposed Budget

October 22 Council Workshop: Continue 2014 Proposed Budget Discussions, if necessary

October 24 - Town Hall Meeting at the Richland Public Library 7:00-8:30 p.m.

November 5 Council Meeting:

- Public Hearing – Proposed 2014 Budget and Capital Improvement Plan
- Public Hearing – Proposed Amendments to the 2013 Budget
- 1st Reading of Ordinance to Amend RMC Title 3: Finance, Approving Misc. Accounting Funds
- 1st Reading of Ordinance to Approve Amendments to the 2013 Budget
- 1st Reading of Ordinance to Approve the 2014 Budget and Capital Improvement Plan
- 2nd Reading and Passage of Ordinance to Approve the Ad Valorem Tax for 2014, Property Tax Levies
- 2nd Reading and Passage of Ordinance to Approve the 2017 Council Compensation Plan

November 19 Council Meeting:

- 2nd Reading and Passage of Ordinance to Amend RMC Title 3: Finance, Approving Misc. Accounting Funds
- 2nd Reading and Passage of Ordinance to Approve Amendments to 2013 Budget
- 2nd Reading and Passage of Ordinance to Approve the 2014 Budget and Capital Improvement Plan

Fiscal Impact?

☐ Yes ☒ No

Attachments:

City Manager Approved:

Hopkins, Marcia
Oct 11, 11:06:00 GMT-0700 2013