



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Tuesday, November 15, 2022

**Richland City Hall ~ Council Chambers
625 Swift Boulevard**

City Council Regular Meeting - 6:00 p.m.

Mayor Alvarez called the Council meeting to order at 6:00 p.m.

Welcome and Roll Call

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

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

COUNCILMEMBER KENT MOVED AND COUNCILMEMBER VANDYKE SECONDED THE MOTION TO EXCUSE MAYOR PRO TEM CHRISTENSEN AND COUNCILMEMBER JONES. MOTION CARRIED 5-0.

Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, City Attorney Kintzley, Fire Chief Huntington, Public Works Director Rogalsky, Development Services Director Jensen, Energy Services Director Whitney, Finance Director Allen, Police Commander Neher and City Clerk Rogers.

Pledge of Allegiance

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

Approval of Agenda

COUNCILMEMBER VANDYKE MOVED AND COUNCILMEMBER LUKSON SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 5-0.

Presentations

1. Heads Up Tri-Cities

Mistee Verhulp, Secretary of Heads Up Tri-Cities and Chair of the Foster Kids Committee, provided an overview of the non-profit organization's mission to support local mental health services through fundraising, collaboration, and awareness. Ms. Verhulp then provided a summary of services and programs offered, along with statistics relating to foster/relative care in Benton and Franklin counties.

Ms. Verhulp thanked the City for its support and participation in the Christmas Stocking Program for foster children over the years. More information is available in the presentation included in the agenda packet and at www.headsuptricity.org. Council thanked Ms. Verhulp for her presentation and for the positive impact Heads Up Tri-Cities has had on the community.

2 HOME & CDBG Project History Summary

With the aid of a PowerPoint presentation, Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) Administrator Toni Lehman provided a high-level overview of the CDBG and HOME programs, activities and projects funded through CDBG and HOME from 2015 to the present, COVID-CDBG funding recipients, and CDBG and HOME goals for 2023.

Following the presentation, Council engaged in a question-and-answer session with Ms. Lehman.

Public Hearing

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

3. Adopting the 2023 Annual Action Plan (Year Four) and Authorizing Submission of Grant Forms for the 2023 Community Development Block Grant and HOME Investment Partnerships Program Funds, Resolution No. 2022-136

Mayor Alvarez opened and closed the public hearing at 6:24 p.m.

Ginger Wireman - 2435 Michael Ave. Richland, WA: Ms. Wireman provided comments relating to the Area Median Income (AMI) percentages and provisions included in the Revised Code of Washington (RCW) which permits local governments to disposition surplus property for the purpose of assisting in the development of affordable housing.

No other testimony was received. Mayor Alvarez closed the public hearing at 6:26 p.m.

4. Proposed 2023 Budget and 2023-2028 Capital Improvement Plan (Third Public Hearing), Ordinance No. 2022-39

Mayor Alvarez opened and closed the public hearing at 6:26 p.m. No testimony was offered.

5. Approving Amendments to the 2022 Budget, Ordinance No. 2022-40

Mayor Alvarez opened and closed the public hearing at 6:27 p.m. No testimony was offered.

Public Comments

The following individuals provided public comment:

- Roy Keck - 3250 Port of Benton Blvd. Richland, WA: Port of Benton Commission Vice-President Keck provided updates to the following Port of Benton projects: Van Giesen/State Route 224 Crossing Replacement, Swift Blvd./Cemetery Rd. Crossing Replacement, Electrical Replacement Project at Richland Airport (RLD) and White Bluffs STEM Center Project - Phase 1. Port of Benton project information can be found at <https://portofbenton.com/about-the-port/news>. Mr. Keck also thanked Council for considering establishment of Targeted Urban Areas Exemption and Tax Increment Financing (TIF) areas in the Horn Rapids Industrial Park and vicinity.
- Molly Petersen - Stevens Dr. Richland, WA: Ms. Petersen commented on the City of Richland's Council appointment recruitment process, councilmember conduct, and continued building safety practices. Ms. Petersen then called on Council to reinstate the Ethics Committee.
- Ginger Wireman - 2435 Michael Ave. Richland, WA: Ms. Wireman commented on councilmember conduct, voiced personal recommendations regarding the 350 Thayer Drive property surplus action, and then asked Council to contemplate the implications of not reinstating the Ethics Committee.

Consent Calendar

City Clerk Rogers read the Consent Calendar.

COUNCILMEMBER KENT MOVED AND COUNCILMEMBER VANDYKE SECONDED THE MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. MOTION CARRIED 5-0.

Minutes

6. Approval of the November 1, 2022 City Council Regular Meeting Minutes

Ordinances - First Reading

None.

Ordinances - Second Reading & Passage

None.

Resolutions – Adoption

7. Resolution No. 2022-137, Authorizing a Purchase and Sale Agreement with N.W. Metal Fabricators, Inc.

8. Resolution No. 2022-139, Authorizing Amendment No. 1 with DKS Associates to Supplement the 2022 Local Road Safety Plan
9. Resolution No. 2022-140, Authorizing Award of Bid to Tapani, Inc. for the Horn Rapids Landfill - Phase 2 Closure Project
10. Resolution No. 2022-141, Authorizing a Grant Agreement with the Washington State Department of Health for the Tri-City Estates Water District Consolidation Study
11. Resolution No. 2022-142, Ratifying the Acceptance of the Financial Aid Outreach Pilot Grant
12. Resolution No. 2022-143, Authorizing Application and Acceptance of a Prime Time Family Reading Grant from Humanities Washington

Items – Approval

13. Relocation Expenses for the Parks & Public Facilities Director

Expenditures - Approval

14. Expenditures from October 1, 2022 to October 31, 2022 for \$25,378,194.44 including Travel Check Nos. 20206-20226, Accounts Payable Check Nos. 305185-306201, Accounts Payable Wire Nos. 9243-9282, Payroll Wires & ACH Nos. 12997-13049 Payroll Direct Deposit & Check Nos. 199526-200663, and Pension Check Nos. 6291-6315

Items of Business

15. Resolution No. 2022-136, Adopting the 2023 Annual Action Plan (Fourth Year) and Authorizing Submission of Grant Forms for the 2023 Community Development Block Grant and HOME Investment Partnerships Program Funds.

With the aid of a PowerPoint presentation, CDBG/HOME Administrator Lehman provided an overview of the 2023 Annual Action Plan with proposed CDBG and HOME funding allocations. Councilmember Kent thanked Ms. Lehman for the thorough presentation.

COUNCILMEMBER KENT MOVED AND COUNCILMEMBER RICHARDSON SECONDED THE MOTION TO APPROVE RESOLUTION NO. 2022-136, ADOPTING THE 2023 ANNUAL ACTION PLAN (FOURTH YEAR) AND AUTHORIZING SUBMISSION OF GRANT FORMS FOR THE 2023 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDS. MOTION CARRIED 5-0.

16. Ordinance No. 2022-39, Approving the 2023 Budget and the 2023-2028 Capital Improvement Plan

Finance Director Allen provided an overview of the 2023 Budget and 2023-2028 Capital Improvement Plan and welcomed questions from Council.

COUNCILMEMBER VANDYKE MOVED AND COUNCILMEMBER RICHARDSON SECONDED THE MOTION TO ADOPT ORDINANCE NO. 2022-39, APPROVING THE 2023 BUDGET AND THE 2022-2028 CAPITAL IMPROVEMENT PLAN. MOTION CARRIED 5-0.

17. Ordinance No. 2022-40, Approving Amendments to the 2022 Budget

Finance Director Allen highlighted the 2022 Budget “true-up” adjustment in the amount of \$5,550,151. Council thanked Finance Director Allen and all staff involved in budget preparation for 2023 on a job well done.

COUNCILMEMBER LUKSON MOVED AND COUNCILMEMBER KENT SECONDED THE MOTION TO ADOPT ORDINANCE NO. 2022-40, APPROVING AMENDMENTS TO THE 2022 BUDGET. MOTION CARRIED 5-0.

18. Discussion Regarding the Surplus or Reuse of Former Fire Station No. 73 Located at 1900 Jadwin Avenue

Deputy City Manager Schiessl provided Council with information relating to the status of former Fire Station No. 73 located at 1900 Jadwin Avenue, and described the process and procedures from the Richland Municipal Code that govern lease or sale of city property.

Deputy City Manager Schiessl announced that the Boys and Girls Club submitted a proposal to lease the former Fire Station No. 73 facility. Deputy City Manager Schiessl provided details of the lease proposal and offered next steps for consideration if there is interest to proceed with the lease proposal. Additional information can be found in the PowerPoint presentation included in the agenda packet.

Following the presentation, Council provided comments and engaged in a question-and-answer session with Mr. Schiessl.

Reports and Comments

City Manager

City Manager Amundson thanked Finance Director Allen and all staff involved in the budget preparation process. City Manager Amundson added that the City will submit an application to the Government Finance Officers Association (GFOA) for the Annual Comprehensive Financial Report (ACFR) award. The ACFR award recognizes excellence in accounting principles. Lastly, City Manager Amundson wished everyone a happy Thanksgiving.

City Council

Councilmember Kent wished everyone a happy Thanksgiving and encouraged citizens to provide help and encouragement to others when possible.

Councilmember Lukson commented on the quality of staff employed with the City and spoke favorably of operating under an adopted biennial budget in the future.

Councilmembers VanDyke and Richardson had no comments.

Mayor

Mayor Alvarez wished everyone a happy Thanksgiving.

Executive Session

19. RCW 42.30.110(I)(g): Review Performance of a Public Employee (60 minutes)
RCW 42.30.110(f): To Receive and Evaluate Complaints or Charges Brought Against a Public Officer or Employee (30 minutes) (added by Council at the meeting)

At 7:07 p.m., Richland City Council convened in executive session for ninety (90) minutes to review performance of a public employee and to receive and evaluate complaints or charges brought against a public officer or employee.

Individuals present for the executive session included Mayor Alvarez and Councilmembers Kent, Lukson, Richardson and VanDyke. After 45 minutes, City Manager Amundson joined the executive session. At the 60-minute mark, City Attorney Kintzley joined the executive session. All parties remained until the executive session concluded.

AT 8:45 P.M., MAYOR ALVAREZ EXTENDED THE EXECUTIVE SESSION FOR AN ADDITIONAL THIRTY (30) MINUTES.

COUNCIL EXITED THE EXECUTIVE SESSION AT 9:09 P.M.

Adjournment

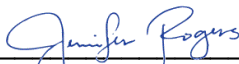
Mayor Alvarez adjourned the meeting at 9:09 p.m.

APPROVED:



Mayor Pro Tem Christensen
for Mayor Alvarez

ATTEST:



Jennifer Rogers, City Clerk

DATE APPROVED: December 6, 2022

DATE PUBLISHED: December 7, 2022