



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Tuesday, December 20, 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, Mayor Pro Tem Christensen, and Councilmembers Jones (remotely via Zoom), Kent, Richardson and VanDyke (remotely via Zoom) were present. Councilmember Lukson was absent.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER KENT SECONDED THE MOTION TO EXCUSE COUNCILMEMBER LUKSON. MOTION CARRIED 6-0.

Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, City Attorney Kintzley, Chief of Police Clary, Fire Chief Huntington, Development Services Director Jensen, Public Works Director Rogalsky, Energy Services Director Whitney, Finance Director Allen, 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 RICHARDSON MOVED AND MAYOR PRO TEM CHRISTENSEN SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 6-0.

Presentations

1. Proclamation of Appreciation with Plaque for Mayor Michael Alvarez

Mayor Pro Tem Christensen presented Mayor Alvarez with a proclamation of appreciation and plaque for his years of service to the City of Richland, both as a member of the Richland City Council and for previous service on the Richland Parks & Recreation Commission. Mayor Alvarez thanked City Manager Amundson for his leadership and each member of staff present for their work and contributions to the city.

Public Hearing

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

2. Declaring Surplus and Authorizing Relinquishment of Certain Portions of a Utility Easement lying within 1728 Horn Avenue, Resolution No. 2022-160

Mayor Alvarez opened and closed the public hearing at 6:12 p.m. No testimony was offered.

Public Comments

None.

Consent Calendar

City Clerk Rogers read the Consent Calendar.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER RICHARDSON SECONDED THE MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. MOTION CARRIED 6-0.

Minutes

3. Approval of the December 6, 2022 City Council Regular Meeting Minutes

Ordinances - First Reading

4. Ordinance No. 2022-41, Amending Chapter 3.04 of the Richland Municipal Code related to Purchasing to add a New Section entitled Compost Procurement
5. Ordinance No. 2022-42, Approving the 2026 Council Compensation Plan
6. Ordinance No. 2022-43, Amending Chapter 3.24 of the Richland Municipal Code related to Funds

Ordinances - Second Reading & Passage

None.

Resolutions - Adoption

7. Resolution No. 2022-149, Approving an Administrative Jurisdiction Operating Agreement with Benton County Emergency Services for Calendar Years 2023- 2027
8. Resolution No. 2022-150, Authorizing Award of Bid to Iron Horse, LLC for the B- Basin Trenchless Sewer Rehabilitation Project

9. Resolution No. 2022-151, Authorizing the Richland Police Department Recruitment and Retention Program
10. Resolution No. 2022-152, Authorizing a Washington State Criminal Justice Training Commission Grant for Officer Wellness
11. Resolution No. 2022-156, Authorizing a Farm Lease with Frank Tiegs, LLC in Horn Rapids
12. Resolution No. 2022-157, Approving the Final Plat of Goose Ridge Estates 2 - Phase I
13. Resolution No. 2022-158, Declaring Intent to Designate a Targeted Urban Area in the Horn Rapids Triangle and Setting a Public Hearing Date

Items - Approval

14. Appointments to the Parks & Recreation Commission: Heather Cunningham and Gage Heaton
15. Authorizing an Increase of 8% to the City Manager's Annual Salary for Calendar Year 2023.

From the Staff Report: City Council intends to increase the City Manager's annual salary by 8% from \$205,000 to \$221,400 effective December 19, 2022. No other proposed changes to the City Manager's compensation or benefits are coming forward at this time.

Expenditures - Approval

16. Expenditures from November 1, 2022 to November 30, 2022 for \$31,862,416.40 including Travel Check Nos. 20227-20243, Accounts Payable Check Nos. 306202-307064, Accounts Payable Wire Nos. 9283-9325, Payroll Wires & ACH Nos. 13050-13097 Payroll Direct Deposit & Check Nos. 200664-201798 and Pension Check Nos. 6316-6340

Items of Business

Before City Council commenced with the *Items of Business* portion of the agenda, Mayor Alvarez recused himself from Item Nos. 17-20 to avoid a perceived conflict of interest. Mayor Alvarez advised that Item Nos. 17-20 are proposed interlocal agreements with Benton County, and he will be sworn in as a Benton County Commissioner on January 3, 2023. Mayor Pro Tem Christensen assumed control of the meeting and Mayor Alvarez exited Council Chambers until Item Nos. 17-20 were completed.

17. Resolution No. 2022-153, Authorizing an Interlocal Agreement with Benton County to provide Local Homeless Housing and Assistance Plans and Programs using HHAA/2163 Funds

Economic Development Director Jensen provided a joint summary of Resolution Nos. 2022-153 and 2022-154 since they both address implementation of state legislation that authorizes collection of funds by Benton County to address homelessness. The two resolutions were discussed collectively by City Council.

Resolution No. 2022-153 will renew a five-year interlocal agreement with Benton County and the cities of Kennewick, Prosser, Benton City, and West Richland to provide local homeless housing and assistance plans and programs using HHAA/2163 funds.

Resolution No. 2022-154 will renew a five-year interlocal agreement with Benton County to collect and allocate 2060 funds for eligible housing activities that serve residents whose income is at or below 50 % AMI (Area Median Income).

Councilmember Richardson expressed concern about accountability with these funds, and pointed out that the interlocal agreements do not include any provisions for reporting. Councilmember Richardson encouraged City Council to press Benton County for quarterly or biannual financial reports reflecting exactly how the HHAA/2163 and 2060 funds are allocated and expended.

Mayor Pro Tem Christensen advised that he has served as liaison to Benton County for the 2060 funds his entire tenure on the Richland City Council, and shared a bit of history regarding council liaison reporting. Mayor Pro Tem Christensen offered to report more information to City Council based on what he learns through his liaison role with Benton County.

Councilmember Richardson reiterated her request. City Manager Amundson added that the City will ask Benton County to provide past and future reports relating to collection and allocation of HHAA/2163 and 2060 funds.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER RICHARDSON SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2022-153, AUTHORIZING AN INTERLOCAL AGREEMENT WITH BENTON COUNTY TO PROVIDE LOCAL HOMELESS HOUSING AND ASSISTANCE PLANS AND PROGRAMS USING HHAA/2163 FUNDS. MOTION CARRIED 5-0. MAYOR ALVAREZ RECUSED AND DID NOT PARTICIPATE IN THE VOTE.

18. Resolution No. 2022-154, Authorizing an Interlocal Agreement with Benton County for Collection and Distribution of 2060 Funds

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER KENT SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2022-154, AUTHORIZING AN INTERLOCAL AGREEMENT WITH BENTON COUNTY FOR COLLECTION AND

DISTRIBUTION OF 2060 FUNDS. MOTION CARRIED 5-0. MAYOR ALVAREZ RECUSED AND DID NOT PARTICIPATE IN THE VOTE.

19. Resolution No. 2022-155, Authorizing an Interlocal Agreement with Benton County for Collection, Administration and Allocation of Affordable and Supportive Housing Sales and Use Tax

Development Services Director Jensen provided a brief overview of the proposed interlocal agreement. Resolution No. 2022-155 authorizes a five-year interlocal agreement with Benton County to collect, administer and allocate Benton County's retained portions of the *Affordable and Supportive Housing Sales and Use Tax*. Development Services Director Jensen stated that the proposed interlocal agreement will not result in higher sales and use tax in Benton County.

Council asked for more detail about the Affordable and Supportive Housing Sales and Use Tax. Development Services Director Jensen advised that the interlocal agreement is newly proposed, and is not a renewal of previous agreements between the City and Benton County as brought forward under Resolution Nos. 2022-153 and 2022-154. Development Services Director Jensen committed to obtaining more detail on the basis for the interlocal agreement and the structure of the funding.

Mayor Pro Tem Christensen expressed an interest in receiving fund balance information from Benton County. City Manager Amundson elaborated on the establishment of the tax and how the funds are spent. Councilmember VanDyke questioned whether the City should hold off on approval of Resolution No. 2022-155 until more information was made available.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER KENT SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2022-155, AUTHORIZING AN INTERLOCAL AGREEMENT WITH BENTON COUNTY FOR COLLECTION, ADMINISTRATION AND ALLOCATION OF AFFORDABLE AND SUPPORTIVE HOUSING SALES AND USE TAX. MOTION CARRIED 5-0. MAYOR ALVAREZ RECUSED AND DID NOT PARTICIPATE IN THE VOTE.

20. Resolution No. 2022-159, Authorizing an Interlocal Agreement with Benton County for District Court Services

City Manager Amundson provided an overview of the proposed interlocal agreement for Benton County District Court services. The updated interlocal agreement allows for the creation of an advisory committee to periodically review and make recommendations regarding the Benton County District Court budget, and adds a five percent (5%) administrative fee. The remainder of the interlocal agreement is unchanged. Council inquired about Benton County's work crew program.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER KENT SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2022-159, AUTHORIZING

AN INTERLOCAL AGREEMENT WITH BENTON COUNTY FOR DISTRICT COURT SERVICES. MOTION CARRIED 5-0. MAYOR ALVAREZ RECUSED AND DID NOT PARTICIPATE IN THE VOTE.

Mayor Alvarez returned to the Council Chambers at the conclusion of Item No. 20.

21. Resolution 2022-160, Declaring Surplus and Authorizing Relinquishment of Certain Portions of a Utility Easement lying within 1728 Horn Avenue

Public Works Director Rogalsky reported that property owners at 1728 Horn Avenue requested relinquishment of an existing easement for the purpose of expanding an existing structure. The easement area to be relinquished is no longer needed for municipal purposes as the utilities that previously occupied the easement have been relocated. Staff recommends adoption of Resolution No. 2022-160.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER KENT SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2022-160, DECLARING SURPLUS AND AUTHORIZING RELINQUISHMENT OF CERTAIN PORTIONS OF A UTILITY EASEMENT LYING WITHIN 1728 HORN AVENUE. MOTION CARRIED 6-0.

Reports and Comments

City Manager

City Manager Amundson first expressed his thanks for the salary increase approved by Council for calendar year 2023. Next, City Manager Amundson acknowledged and expressed appreciation for Council's partnership and support in tackling certain challenges in 2022 (Fred Meyer shooting; homelessness/affordable housing) and the accomplishments realized (Fire Station 76; economic development initiatives). City Manager Amundson further thanked individual councilmembers for their contributions to National Night Out and other similar City events, and the valuable conversations occurring at workshops and council meetings, with both tenured members and those who are bringing new ideas to City Council. City Manager Amundson also thanked the residents of Richland who participate in the public comment process since public input is critical to running an effective and transparent municipal organization. Lastly, City Manager Amundson shared that he looks forward to engaging with City Council in the strategic leadership planning processing in early 2023.

City Manager Amundson then announced that a special City Council meeting is scheduled for Friday, January 6, 2023 from 1:00 - 5:00 p.m. for the purpose of interviewing candidates for the soon-to-be vacated Position No. 7 on the Richland City Council.

City Council

Councilmember VanDyke suggested providing a summary of topics to be discussed for possible inclusion in the future Strategic Leadership Plan for review ahead of planning

sessions in early 2023. Councilmember VanDyke advised that he has prepared a list of possible topics for Council consideration. Councilmember Richardson advised that she is interested to know what topics he has included and whether the items are already contemplated in the strategic planning effort. Councilmember VanDyke shared some examples of the topics on his list (public safety sales tax, BCES, update on police station, mental health resources, waterfront investments, etc.). Mayor Alvarez recommended that Councilmember VanDyke provide the list to City Manager Amundson. City Manager Amundson advised that most of the items cited by Councilmember VanDyke would likely be included in the Strategic Leadership Plan, and encouraged Councilmember VanDyke to forward his information as recommended.

Councilmember Jones wished everyone happy holidays.

Councilmember Richardson thanked Mayor Alvarez for his service and commitment to the City of Richland and wished him well. Councilmember Richardson then wished everyone a merry Christmas.

Councilmember Kent thanked Mayor Alvarez for his leadership on the Richland City Council and wished him well. Councilmember Kent also thanked City Manager Amundson and executive staff for their work. Next, Councilmember Kent added that even though every member of Council may represent a different viewpoint, all members work together to render decisions for the benefit of the community. Councilmember Kent also thanked members of the public who provide comments and feedback. In closing, Councilmember Kent wished everyone a happy holiday season.

Mayor Pro Tem Christensen thanked Mayor Alvarez for his leadership on the Richland City Council, and added that he hopes their rapport will continue once Mayor Alvarez transitions to Benton County Commissioner. Lastly, Mayor Pro Tem Christensen wished everyone a merry Christmas and happy holiday season.

Mayor

Mayor Alvarez shared that he has learned a great deal from City leadership and will take those lessons with him as he transitions to his next role. Mayor Alvarez thanked Multi-Media Coordinator Mark Ingram for his outstanding work operating electronic equipment during council meetings. Mayor Alvarez also thanked members of Council for their professionalism and collaborative efforts.

Next, Mayor Alvarez spoke positively of the accomplishments realized by Chief of Police Clary and the Richland Police Department. Mayor Alvarez then thanked Mayor Pro Tem Christensen for his mentorship. In conclusion, Mayor read aloud a prepared statement.

Adjournment

Mayor Alvarez adjourned the meeting at 6:38 p.m.

APPROVED:


Terry Christensen, Mayor Pro Tem

ATTEST:


Jennifer Rogers, City Clerk

DATE APPROVED: January 3, 2023

DATE PUBLISHED: January 4, 2023