



Agenda
Economic Development Committee Meeting
Monday, December 18, 2023
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Committee Members: Chair Bricker, Vice-Chair Morasch, and Members Griffin, Hughes, Potts, and Spencer

Council Liaison: Jones

Council Alternate: Mayor Christensen

Staff Liaison: Wallner

Regular Meeting - 4:00 p.m.

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Public Comments: Please limit public comments to 3 minutes per speaker.

Approval of Minutes: (Approved by Motion)

1. November 13, 2023 Economic Development Committee Special Meeting Minutes

Business: (30 Minutes)

2. Proposed Purchase and Sale Agreement - 2619 Falcon Lane
- Darin Arrasmith, Planner

Presentations: (10 Minutes)

Economic Development Update

Real Estate Update

Announcements: (3 Minutes)

Adjournment

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 12/18/2023

Agenda Category: Approval of Minutes

Prepared By: Carly Kirkpatrick, Administrative Assistant II

Subject:

November 13, 2023 Economic Development Committee Special Meeting Minutes

Department:

Development Services

Recommended Motion:

Move to approve November 13, 2023, meeting minutes.

Summary:

November 13, 2023 Economic Development Committee Special Meeting minutes are attached for review and consideration.

Fiscal Impact:

None.

Attachments:

1. 2023.11.13 Economic Development Committee Meeting Minutes draft



MINUTES

ECONOMIC DEVELOPMENT COMMITTEE

CITY COUNCIL CHAMBERS – 625 SWIFT BLVD.

Monday, November 13, 2023 – 4:00 P.M.

CALL TO ORDER

Chairman Bricker called the meeting to order at 4:00 pm.

ATTENDANCE

Chairman Bricker, Vice-Chair Morasch, Committee Members Spencer, Kesoju, and Griffin

Also present were Council Member Jones, Development Services Director Jensen, Planner Arrasmith, Economic Development Manager Wallner, Economic Development Specialist Follett, and Administrative Assistant II Kirkpatrick.

APPROVAL OF AGENDA

Chairman Bricker presented the agenda for approval. There were no changes or additions.

COMMITTEE MEMBER SPENCER MOVED AND COMMITTEE MEMBER MORASCH SECONDED THE MOTION TO APPROVE THE AGENDA AS PRESENTED. MOTION PASSED 5-0.

PUBLIC COMMENTS

Chairman Bricker opened the public comment period at 4:02 p.m. Having no one request time to address the committee, Chairman Bricker closed the public comment period at 4:02 p.m.

APPROVAL OF MINUTES

1. September 18, 2023 Minutes

Chairman Bricker introduced the meeting minutes from September 18, 2023. There were no changes or discussion.

COMMITTEE MEMBER SPENCER MOVED AND COMMITTEE MEMBER MORASCH SECONDED THE MOTION TO APPROVE THE MEETING MINUTES OF SEPTEMBER 18, 2023. MOTION PASSED 5-0.

PRESENTATIONS

2. Business License Reserve Fund (BLRF) & Commercial Façade Improvement Program (CFIP) Training

Chairman Bricker recognized Development Services Specialist Follett to present the training topics. Mrs. Follett presented and went over the Business License Reserve Fund (BLRF) and postponed training of the Commercial Façade Improvement Program (CFIP) guidelines because the application is going to be resubmitted. She went over what the committee members should be looking for in BLRF applications, specially making sure that projects are permanent, and don't pertain only to the current business.

ITEMS OF BUSINESS

3. Proposed Purchase and Sale Agreement – 150 Keene Road

Chairman Bricker recognized Planner Arrasmith to present the proposed purchase and sale agreement. The property is located adjacent to the Keene Road Trail and is approximately 2.12 acres. At the conclusion of his presentation, he answered questions from committee members.

COMMITTEE MEMBER SPENCER MOVED AND COMMITTEE MEMBER KESOUJ SECONDED THE MOTION THAT THE ECONOMIC DEVELOPMENT COMMITTEE RECOMMEND TO CITY COUNCIL APPROVAL OF THE PROPOSED PURCHASE AND SALE AGREEMENT AT 150 KEENE ROAD. MOTION PASSED 5-0.

4. 2023 Business License Reserve Fund Application Review

Chairman Bricker recognized Economic Development Specialist Follett to start the BLRF presentations.

Hector Cruz gave the applicant presentations for Visit Tri-Cities and their partnership with Washington State University Workforce Development. The request is to continue the program they offer Richland businesses or employees of Richland businesses.

Maria Pena from Washington State Small Business Development Center (SBDC) presented on what the last year looked like, the growth that has occurred within the organization, and what was accomplished. At the conclusion she answered committee member questions.

Gus Sako with Uptown Business Improvement District (UBID) spoke about what the Uptown needs, and what has been successful that they would like to continue. An example was as the Alley Art Program with 3 new murals installed this year. They are asking for funds for marketing events and media.

Mrs. Follett presented on behalf of Darin Warnick with Downtown (Parkway) Business Improvement District. The funds would be used for maintenance on benches and garbage cans, and they are requested to do the same.

Mrs. Follett presented Uptown Business Improvement District (UBID) & Downtown Business Improvement District (DBID) are asking for funds for revitalization.

Mrs. Follett provided the presentation for the annual Commercial Façade Improvement Program application. She outlined the program objectives and past examples of what the money has been used for.

At the conclusion of the presentations, committee members deliberated what they would like to be funded to award the total amount of \$120,000. Included with the minutes is the committee members recommendations.

COMMITTEE MEMBER GRIFFIN MOVED AND COMMITTEE MEMBER MORASCH SECONDED THE MOTION TO APPROVE AMENDED FUNDING RECOMMENDATIONS AS OUTLINED IN DISCUSSION WITH STAFF. MOTION PASSED 5-0.

ANNOUNCEMENTS

Council Member Jones enquired about international partnerships.

Committee Member Kesoju is resigning and moving to Maine for a new job.

ECONOMIC DEVELOPMENT UPDATE

Economic Development Manager Wallner gave the Economic Development Update. Subjects included 2 grant application for Cenate, National Ad for Horn Rapids Recruitment

REAL ESTATE UPDATE

Planner Arrasmith gave the Real Estate Update. He went over interest in lots located within the Advanced Clean Energy Park and looking at ways to help with Energy resources needed for growth.

ADJOURNMENT

Chairman Bricker adjourned the meeting at 5:20 p.m.

Prepared by:

Carly Kirkpatrick, Administrative Assistant II

Reviewed by:

Mandy Wallner, Economic Development Manager

Approved by:

Brad Bricker, Chairman



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 12/18/2023

Agenda Category: Business

Prepared By: Darin Arrasmith, Planner

Subject:

Proposed Purchase and Sale Agreement - 2619 Falcon Lane

Department:

Development Services

Recommended Motion:

The Economic Development Committee make a positive recommendation to the Richland City Council to authorize the City Manager to enter into a Purchase and Sale Agreement with Derek and Tina Robinson for the purchase of 682 square-feet of City property located adjacent to 2619 Falcon Lane.

Summary:

Derek and Tina Robinson, owners of 2619 Falcon Lane, are proposing to purchase 682 square feet of city-owned property located south of and adjacent to their property.

The subject property proposed for sale is currently vacant. A new trail was planned to cross the subject property; however, the City now plans to locate the trail farther away from the nearby residences in this area, which was the reason for this property being declared surplus and made available for sale.

The purchase price for the property is \$2.00 per square foot for a total purchase price of \$1,364.

The City Council declared the property surplus under Resolution No. 2023-70 at their May 16, 2023, meeting.

The Parks Commission recommended approval to surplus the property at its meeting on April 13, 2023. The Economic Development Committee also recommended approval to surplus this property at its meeting on April 17, 2023.

The Planning Commission recommended approval to surplus the property at their duly advertised public hearing on April 19, 2023. No public comment was offered.

The City is not imposing a development requirement with this land sale. City staff recommends approval of the Purchase and Sale Agreement.

Fiscal Impact:

A recommendation and subsequent approval of this item will result in revenue for the City in the amount of \$1,364. These funds will be deposited into the City's Park Reserve Fund.

Attachments:

1. Site Map - Falcon Lane PSA



2619 FALCON LANE
PROPERTY PROPOSED FOR SALE
682 SF