



Agenda
City Council Regular Meeting
Tuesday, January 21, 2025
Richland City Hall ~ Council Chambers
625 Swift Boulevard

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

Welcome and Roll Call

Pledge of Allegiance

Approval of Agenda: (Approved by Motion)

Presentations:

1. Mid-Columbia Children's Museum Presentation
- Beth Crocker, Board Vice President

Public Hearing: Please limit public hearing comments to 3 minutes. Comments must speak only to the item for which the hearing is convened. Records intended for Council consideration must be given to the City Clerk for distribution.

2. Authorizing an Amendment to the 2025-2030 Six-Year Transportation Improvement Program, Resolution No. 2025-14
3. Proposed 2025-2029 Consolidated Plan and First Year Annual Action Plan, Resolution No. 2025-15

Public Comments: Please limit public comments to 2 minutes. The public comment period is not an opportunity for dialogue with councilmembers, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information-gathering and deliberation. For this reason, Council will accept comments, but will not directly respond to comments, questions or concerns during public comment. Records intended for Council consideration must be given to the City Clerk for distribution.

Consent Calendar: Items on the Consent Calendar have been distributed to the City Council in advance for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no discussion. Councilmembers may transfer individual items to Items of Business for deliberation before voting.

Minutes:

4. Approval of the January 7, 2025 City Council Regular Meeting Minutes
- Jennifer Rogers, City Clerk

Ordinances - First Reading:

None

Ordinances - Second Reading & Passage:

5. Ordinance No. 2025-01, Amending Chapter 13.06 of the Richland Municipal Code related to Medical and Ambulance Service Utility Fees
 - Tom Huntington, Fire Chief
6. Ordinance No. 2025-02, Amending Richland Municipal Code Section 12.03.040 related to Calculation of Impact Fees
 - Carlo D'Alessandro, Public Works Director
7. Ordinance No. 2025-03, Establishing and Dedicating Additional Right-of-Way for Polar Way
 - Carlo D'Alessandro, Public Works Director

Resolutions - Adoption:

8. Resolution No. 2025-07, Authorizing a Member Services Agreement with Northwest Requirements Utilities
 - Clint Whitney, Energy Services Director
9. Resolution No. 2025-08, Authorizing the Fourth Amended and Restated Interlocal Agreement for Benton County Emergency Services
 - Drew Florence, Assistant City Manager
10. Resolution No. 2025-09, Accepting a Hanford Area Economic Investment Fund Advisory Committee Grant for the Northwest Advanced Clean Energy Park Sewer Infrastructure Project
 - Amanda Wallner, Economic Development Manager
11. Resolution No. 2025-10, Authorizing a Purchase and Sale Agreement with the City of West Richland for Property located along Twin Bridges Road
 - Amanda Wallner, Economic Development Manager
12. Resolution No. 2025-11, Accepting a Washington State Department of Transportation 2024 City Safety Program Grant for funding Improvements to Systemic Stop-Controlled Intersections
 - Carlo D'Alessandro, Public Works Director
13. Resolution No. 2025-12, Accepting Washington State Transportation Improvement Board Urban Arterial Program and Active Transportation Program Grants
 - Carlo D'Alessandro, Public Works Director
14. Resolution No. 2025-13, Accepting Washington State Department of Transportation National Highway System Asset Management Program Grants
 - Carlo D'Alessandro, Public Works Director
15. Resolution No. 2025-17, Authorizing a First Amendment to the City Manager Employment Contract with Jon Amundson
 - Heather Kintzley, City Attorney

Items - Approval:

16. Authorizing an Increase to the City Manager's Annual Salary for Calendar Year 2025
 - Lacey Paulsen, Human Resources Director
17. Authorizing Travel for (TCLC) Tri-Cities Legislative Days & AWC Mayors Exchange for Mayor Richardson and Travel for Councilmember VanDyke to (TCLC) Tri-Cities Legislative Days
 - Jon Amundson, City Manager

Expenditures - Approval:

18. Expenditures from December 1, 2024 to December 31, 2024 for \$30,377,259.64 including Travel Checks Nos. 20678-20678, Accounts Payable Check Nos. 329729-331203, Accounts Payable Wire Nos. 10363- 10404, Payroll Wires & ACH Nos. 14415-14463, Payroll Direct Deposit & Check Nos. 232417-233559, and Pension Check Nos. 6902-6922.
 - Brandon Allen, Finance Director

Items of Business:

19. Resolution No. 2025-14, Amending the 2025-2030 Six-Year Transportation Improvement Program
 - Carlo D'Alessandro, Public Works Director
20. Resolution No. 2025-15, Adopting the 2025-2029 Consolidated Plan for the Community Development Block Grant (CDBG) Program and the HOME Investment Partnership Program
 - Toni Lehman, CDBG / HOME Administrator
21. Resolution No. 2025-16, Adopting the First Year Annual Action Plan and Authorizing Submission of Grant Forms for CDBG and HOME Program Funding
 - Toni Lehman, CDBG / HOME Administrator

Reports and Comments:

1. City Manager
2. City Council
3. Mayor

Adjournment

This meeting will be broadcast live on [CityView Channel 192](#) on the City's website and on the [City's YouTube Channel](#).

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.



Explore. Discover. Inspire.

Inspiring the future of Tri-Cities, WA through
hands-on STEAM learning.

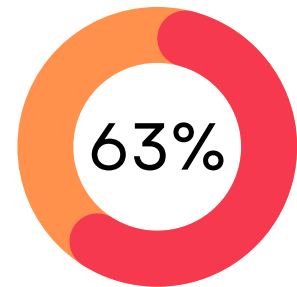
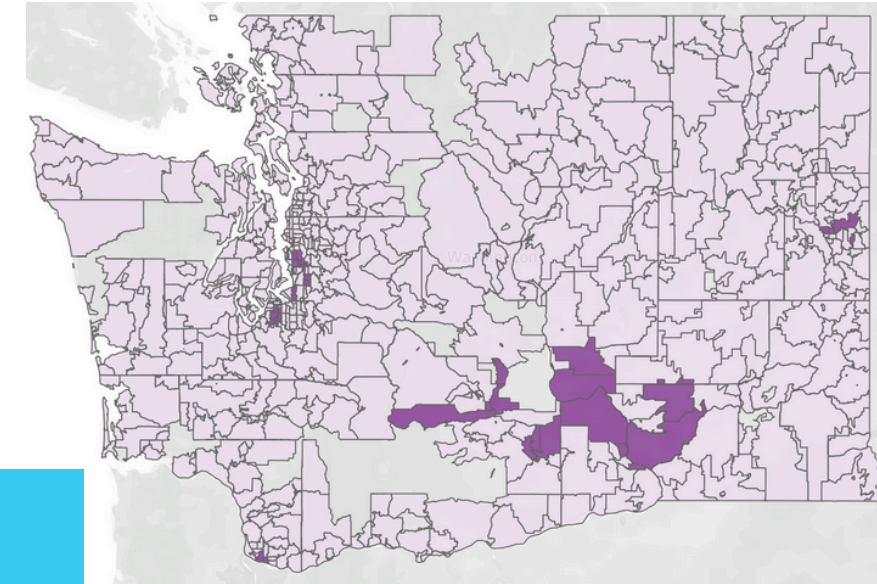
Why the Tri-Cities?



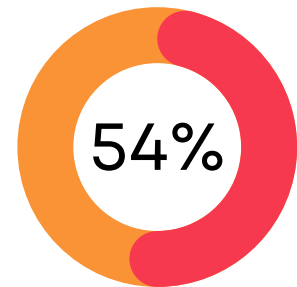
Tri-Cities Washington (an Eastern WA Hub) contains limited year-round cultural and civic institutions with a focus on family engagement and STEM/STEAM learning.

Benton, Franklin, Grant, and Yakima Counties are:

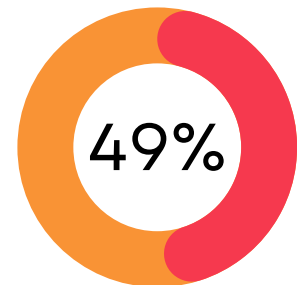
- **Childcare Deserts:** limited access to suitable early childhood education.*
- **High Childhood Poverty Areas:** $\geq 20\%$ of childhood poverty.*



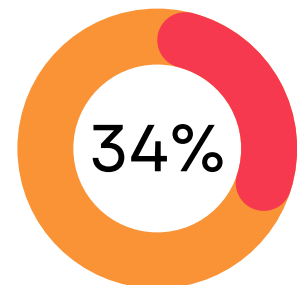
of children under 6 years old with working parents are **unable** to access quality-rated early learning, leading to **decreased kindergarten readiness.****



Only 54% of regional children entering kindergarten are **math ready****
(compared to 66% statewide)

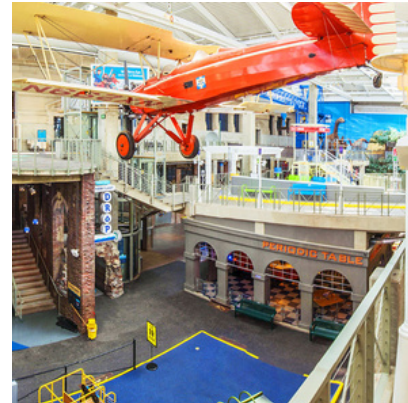
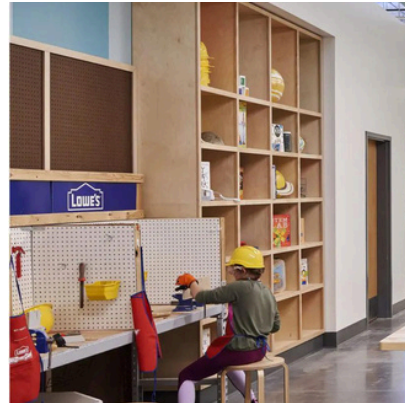


of regional students demonstrate **math/science skills expected for their grade level by 3rd grade.****



Current trends show that by 2030 **only 34% of local STEM-literacy, family-wage paying jobs** requiring a post-secondary credential **will be filled by local K-12 students.****

Help them find their “why.”



WonderWorks
Kansas City, MS

Create Opportunity

Exposing children to a wide variety of open-ended activities
increases **creativity, problem-solving, language development, and social-emotional intelligence.**



DuPage Children's Museum
Naperville, IL

Let Them Lead

Child-led multi-generational play
increases their confidence and **provides significant physical, emotional, and social benefits.**



Long Island Children's Museum
Long Island, NY

Engage the Senses

Hands-on, immersive play
increases **focus and participation in young children by 75%.**

STEAM

SCIENCE TECHNOLOGY ENGINEERING ART MATH

AND THE POWER OF PLAY

“Play is often talked about as if it were a relief from serious learning. But for children, play is serious learning. Play is really the work of childhood.” -ACM



THE POWER OF PLAY

THIS is Science



Marbles Children's Museum
"Power Up Party" Exhibit
Raleigh, NC



Florida Children's Museum
Lakeland, FL



THE POWER OF PLAY

THIS is Technology



Greenville Children's Museum
Greenville, SC



Mississippi Children's Museum
Jackson, MI



THE POWER OF PLAY

THIS is Engineering



Children's Museum of Southern Minnesota
Mankato, MN



Explora il Museo dei Bambini
Rome, Italy



THE POWER OF PLAY

THIS is Art



Modesto Children's Museum
Modesto, CA



Akron Children's Museum
Akron, OH



THE POWER OF PLAY

THIS is Math



Hong Kong Children's Museum
Hong Kong, China



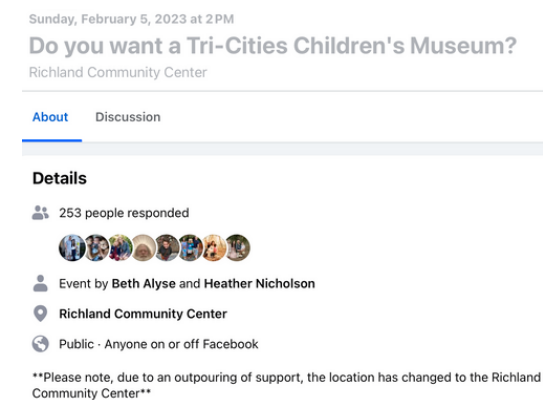
Seattle Children's Museum
Seattle, WA





FEBRUARY 2023

The idea for a Tri-Cities Children's Museum was born.



MARCH 2023

The MCCM Board of Directors and Taskforce are formed.



JUNE 2023

MCCM "goes live" gaining more than 1,000 followers in one week.



JULY 2023

MCCM launches our community events, drawing hundreds of families.



JULY 2023

MCCM receives 501(c)(3) approval from the IRS, allowing us to start Phase 1 fundraising.



OCTOBER 2023

MCCM's inaugural fundraiser draws more than 450 registrants!





MAY 2024

MCCM attends the Association of Children's Museums annual conference.



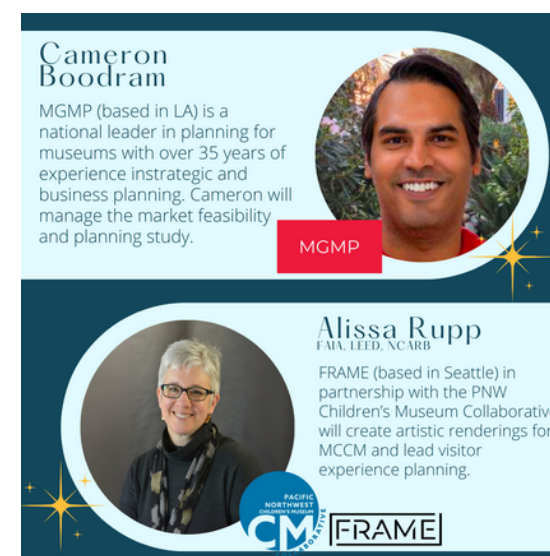
JUNE 2024

MCCM community events have served more than 10,000 children in our first year.



AUGUST 2024

The MCCM Taskforce hires 2 consulting firms to help with the feasibility and planning.



OCTOBER 2024

2nd Annual Monster Mash 5k & Creature Crawl 1k draws 800+ registrants & 22 community partners!



NOVEMBER 2024

MCCM hosts Stakeholder and Visionary meetings, gathering information from more than 50 community organizations.





Stakeholder Discussions & Visioning Workshops

FRAME



More than **60 participants** from **45 organizations!**





Stakeholder Discussions & Visioning Workshops



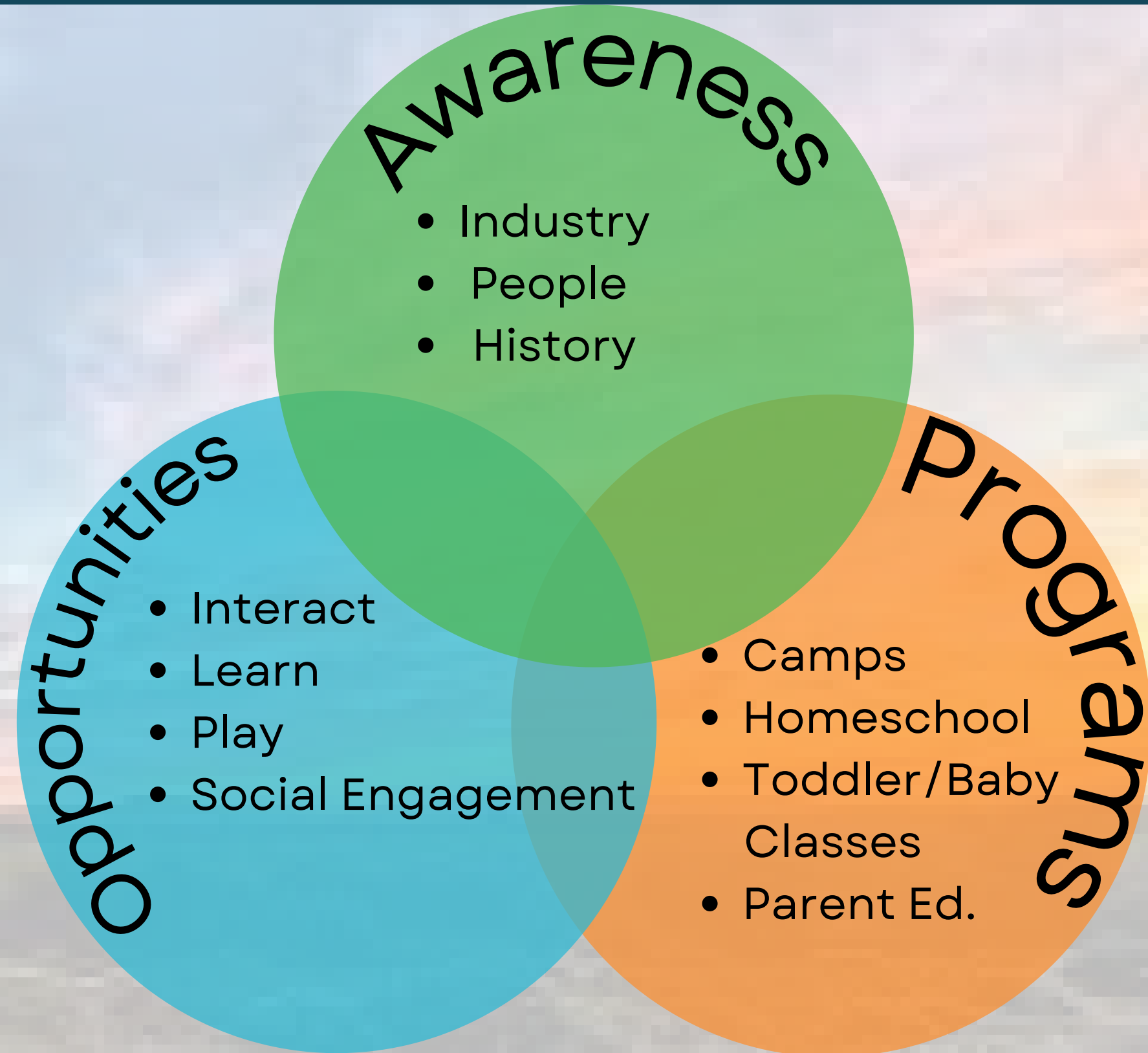
What makes us the '*Tri-Cities*'?

- *Energy*
- *Water*
- *Bridges & Transportation*
- *Agriculture & Food Production*
- *Nature, Landscape, & Geology*
- *Wind!*
- *Innovation & STEM*
- *Culture & People*
- *Tribes & Indigenous Culture*
- *Recreation*





Stakeholder Discussions & Visioning Workshops





The Process



1

**Public-Private Partnership
& Site Selection**

→ MCCM is currently assessing 2 sites in the city of Richland

Bradley Landing

near the Riverfront Inn

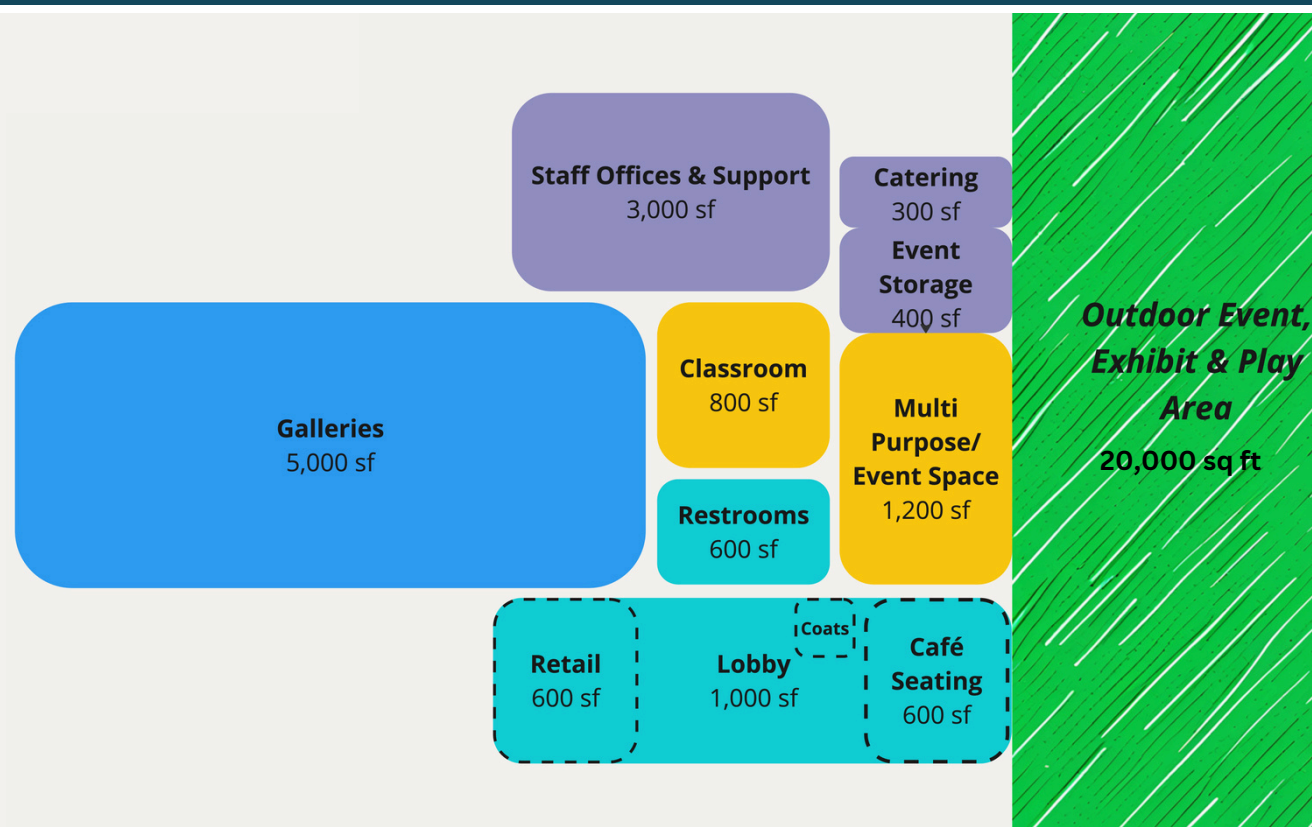


Required acreage:
2.0 - 3.5 acres
(excludes parking)

Columbia Park West

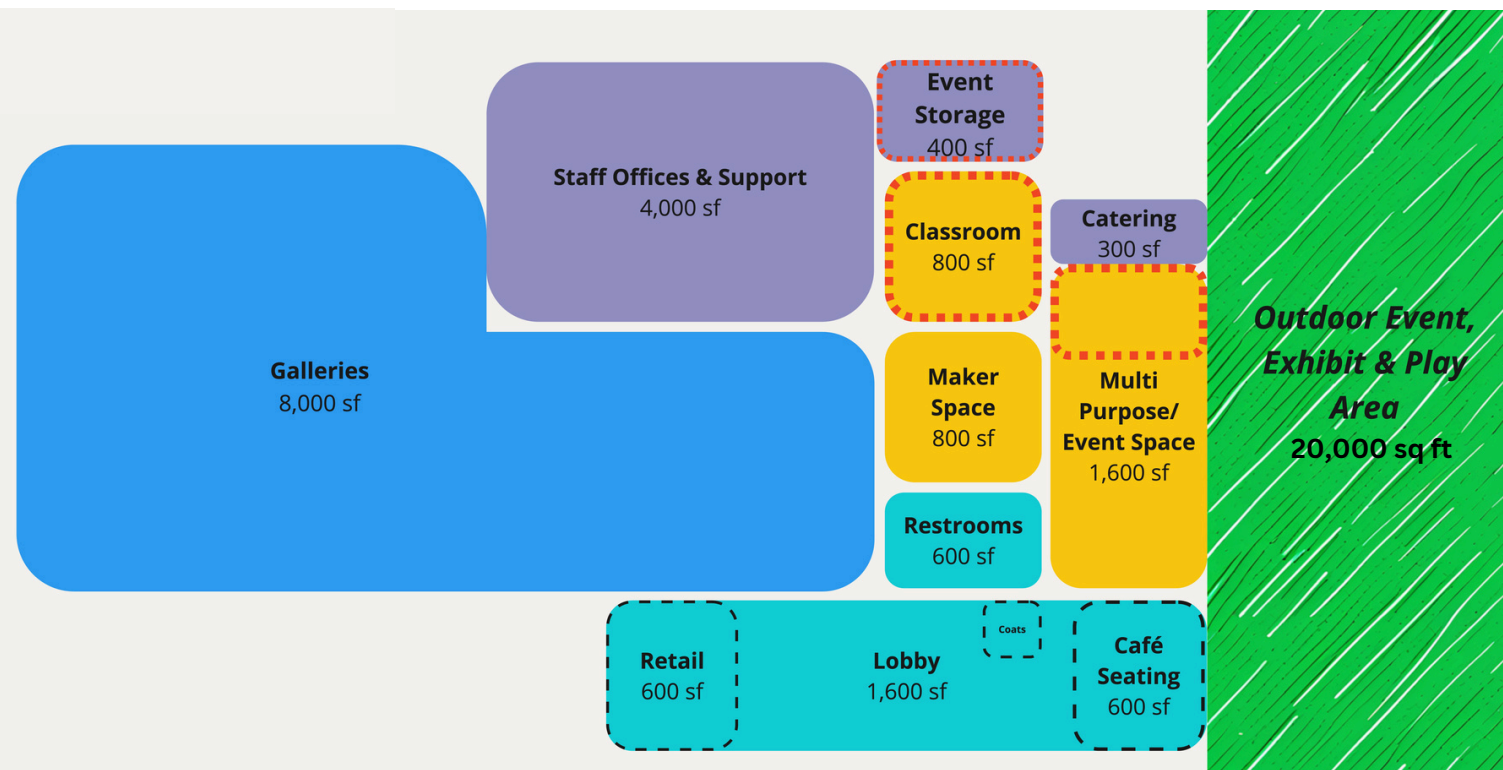
near the REACH Museum





Smaller Scale Facility Option:

- 20,746 gross sq.ft.
- approx. 13,800 exhibit space
- \$34-39 million total project cost*



Large Scale Facility Option:

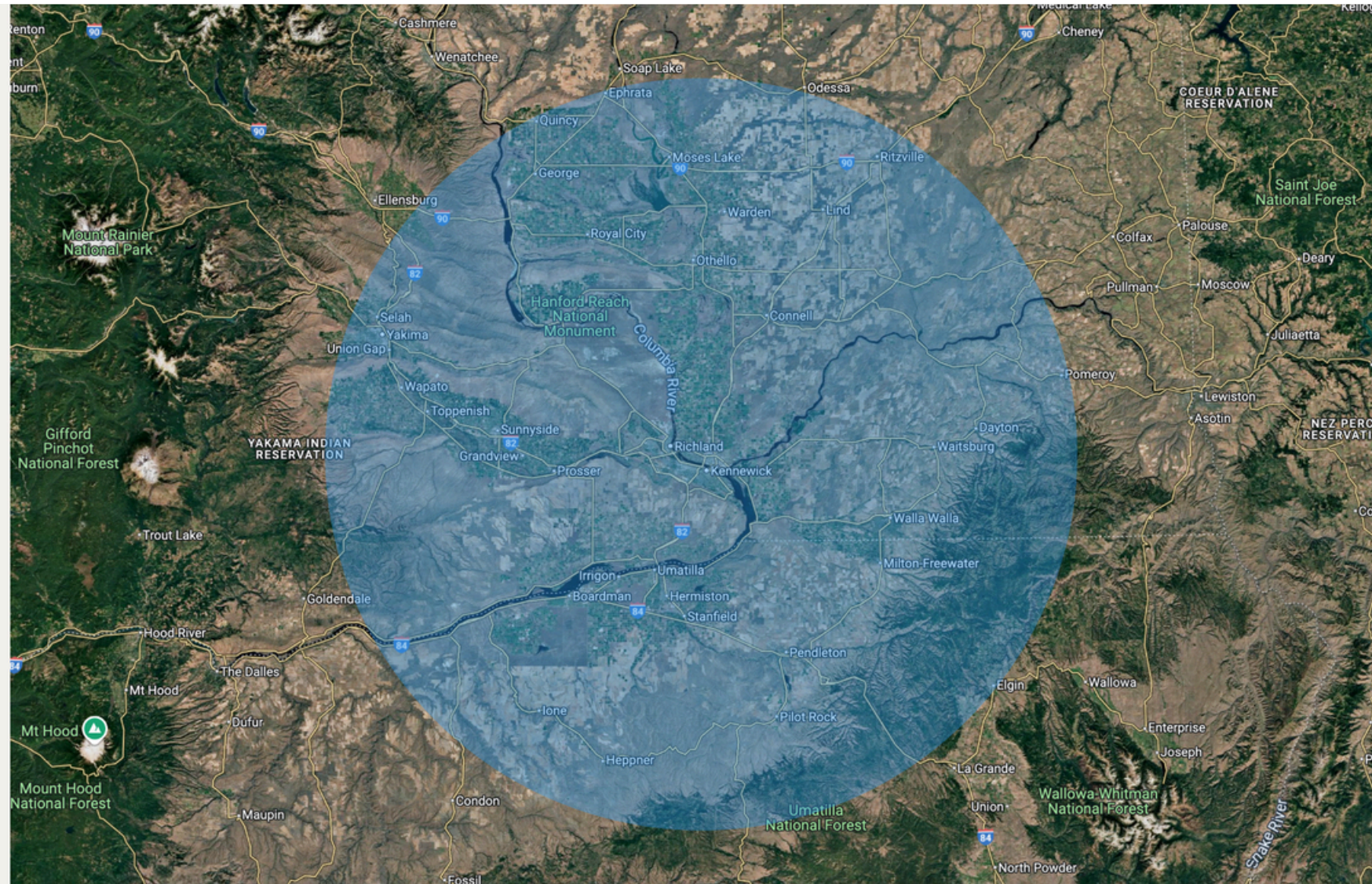
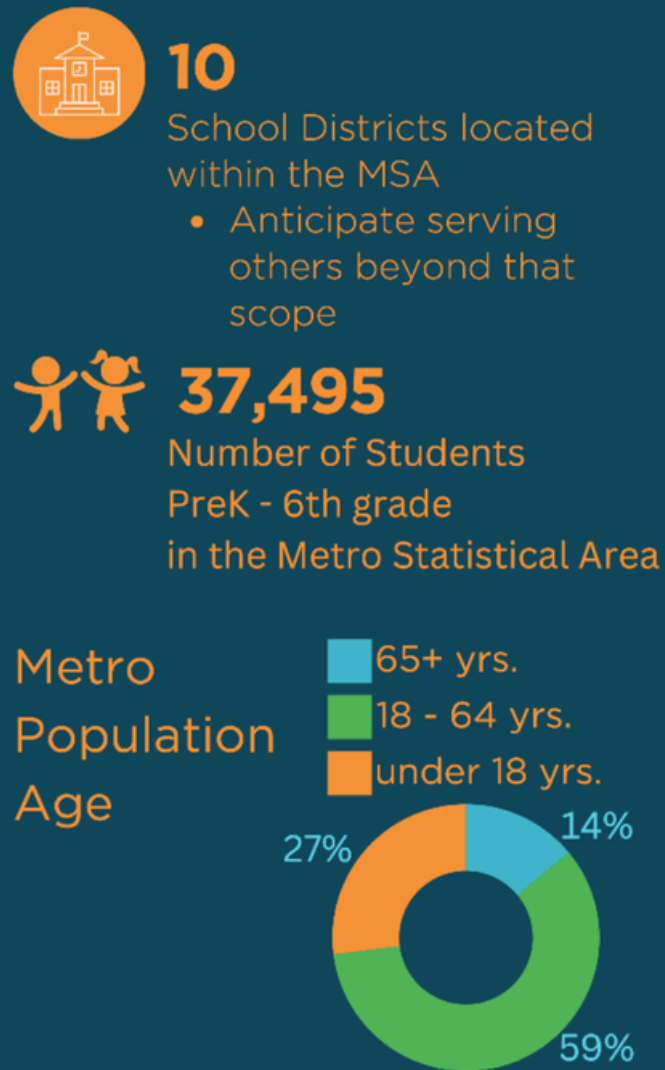
- 29,580 gross sqft
- approx. 19,700 exhibit space
- \$46-52 million total project cost*

*includes: hard and soft building costs, exhibits, site development, and endowment | excludes: land acquisition



Audience and Attendance

MGMP



Local MSA: **314,000**

Costco catchment area: **1 million**

2024 Annual participation in MCCM events: **10,000+ visitors**

Preliminary projected annual attendance: **124,476 - 177,480 visitors**



Operations

MGMP

Estimated 14 - 18 FTE
(mix of full time and part-time) on opening day

**Executive
Leadership**

**Finance &
Operations**

**Office
Management**

**Education &
Programs**

**Exhibits and
Facilities**

**Development &
Fundraising**

Front of House

Preliminary annual operating budget is expected to be
\$1 M - \$1.5 M

SUSTAINABLE OPERATIONS

Assuming estimated annual visitation and utilizing comparable revenue and costs per visitor, MCCCM anticipates ongoing sustainable operations.



Community Events 2024

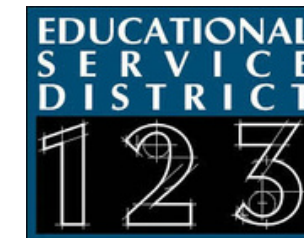


- TC Family Expo Tri-City American's Kids Zone Prosser Science Expo Día del niños y los libros Creative Constructors @ Burbank Library REACH Sensory Night City of Richland - Dino Dig World Wide Day Play MCCM Monster Mash 5k & Creature Crawl 1k Brain Games
- Introduce a Girl to Engineering Day Kid's Engineering Day: Benton City Our Autism Journey Walk Salmon Summit Tri-Town Get Down Mid-Columbia Library Take Over - Kennewick TC Diversity & Inclusion Council Celebration of Diversity Buddy Walk Cork's Place: Día de Los Muertos

Our Supporters



WASHINGTON STATE UNIVERSITY
TRI-CITIES



A circular inset image showing a child's play area. The play area is a large, light-colored rectangular frame on a grassy lawn. Inside the frame, there are various colorful geometric shapes like triangles, squares, and diamonds. A child is visible in the foreground, looking at the play area. The background of the entire image is a solid green color.

Thank You for Helping Support our Vision!

mccmuseum.org



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Tuesday, January 7, 2025

Richland City Hall ~ Council Chambers
625 Swift Boulevard

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

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

Welcome and Roll Call

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

Attendance: Mayor Richardson	Present
Mayor Pro Tem Kent	Present
Councilmember Jones	Present
Councilmember Lukson	Present
Councilmember Maier	Present
Councilmember VanDyke	Present (remote via Zoom)
Councilmember Whitten	Present

Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, City Attorney Kintzley, Fire Chief Huntington, Chief of Police Pilcher, Energy Services Director Whitney, Finance Director Allen, Human Resources Director Paulsen, Parks & Public Facilities Director Waite, Public Works Director D'Alessandro, and City Clerk Rogers.

Pledge of Allegiance

Councilmember Whitten led the Council and audience in the recitation of the Pledge of Allegiance.

Approval of Agenda

MAYOR PRO TEM KENT MOVED AND COUNCILMEMBER WHITTEN SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 7-0.

Presentations

1. New Hires and Retirements

A video featuring the two (2) new hires for December 2024 was played for the audience.

- Tona Cadwell - Customer Service Associate, Solid Waste Division
- Ryan Nelson – Planner, Planning & Redevelopment Division

There were no retirements to recognize.

Public Hearing

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

2. Proposed Surplus and Authorizing Relinquishment of an Easement Lying within Terraces at Queensgate, Resolution No. 2025-05

Mayor Richardson opened and closed the public hearing at 6: 05 p.m. No testimony was offered.

Public Comments

The following individuals provided public comment expressing support for the adoption of Resolution No. 2025-06 listed under Items of Business.

- Karl Dye, TRIDEC President & CEO, detailed TRIDEC's history of supporting nuclear development since its founding in 1963. Mr. Dye emphasized the organization's collaboration with Washington Energy, LLC and the significance of the project in reinforcing Richland's nuclear leadership. Mr. Dye highlighted economic and community benefits of the proposed project and asked City Council to support adoption of Resolution No. 2025-06.
- Julian Jensen, representing Western States Carpenters Union Local 59 and the Central Washington Building & Construction Trades Council, voiced support for the project and noted its potential to strengthen the local workforce and apprenticeship programs.
- Seth Worley, Government Affairs Director of UA Local 598 Plumbers and Steamfitters and Recording Secretary of the Central Washington Building & Construction Trades Council, spoke on behalf of various unions, emphasizing regional labor unity in support of the project and urging City Council to adopt Resolution No. 2025-06.
- David Reeploeg, Vice-President of Federal Programs at TRIDEC, shared personal history tied to the region's nuclear economy and expressed excitement about the project's potential to strengthen and diversify the local economy.
- Karis Lindvall, a resident of Richland, WA, discussed the increasing demand for energy in the regional and the nation, referencing past energy crises. She noted the Pacific Northwest's reputation for skilled labor and advocated for the project as

essential to future energy security.

- Kate McAteer, Vice-Chancellor for Academic and Student Affairs at WSU Tri-Cities, highlighted the project's potential to create local employment opportunities for graduates in science, technology, engineering, and mathematics (STEM) and business fields. She noted that many WSU students wish to remain in the region after graduation, and emphasized how such projects would support both the campus and the local workforce.
- Noel Schulz, Inaugural Director of WSU Tri-Cities' Institute for Northwest Energy Futures, emphasized Tri-Cities' legacy as a leader in clean energy. Ms. Schulz described ongoing regional efforts to secure funding for nuclear and fusion research, and stated that this project aligns with initiatives aimed at fostering innovation and investment in the local economy.
- Sandra Haynes, Chancellor of WSU Tri-Cities and TRIDEC Board Chair, reinforced the importance of nuclear energy in achieving a decarbonized future. Chancellor Haynes emphasized the University's commitment to supporting the community and preparing students to contribute to clean energy advancements.
- Diahann Howard, Executive Director of the Port of Benton, stated that the project aligns with the long-term vision for economic and industry growth shared by the Port of Benton and City of Richland. Ms. Howard also highlighted Richland's history of successfully tackling complex projects, and expressed the Port's full support for the adoption Resolution No. 2025-06.
- Bob Schuetz, CEO of Energy Northwest, noted increasing energy demands in Washington State, highlighted the need for a nuclear supply chain to support future reactor projects, and advocated for the project as a key element in meeting Washington State's energy needs.
- Lance Stephens, Site Manager for Framatome in Richland, expressed support for the project and emphasized the importance of having local supply chain partners. Mr. Stephens noted Framatome's 50-year presence in the community and expressed excitement about partnering with the new project to advance a clean nuclear supply chain.
- Matt Murphy, Government & Regional Affairs Director for the Tri-City Regional Chamber of Commerce (TCRCC), highlighted the economic benefits of the project, including job creation and new business opportunities, and expressed support for adoption of Resolution No. 2025-06.
- Gretchen Strother-Guerrero, Vice-President of Finance & Operations for Visit Tri-Cities, expressed support for the project, emphasizing its role in fostering economic growth, community vibrancy, and job creation.

- Josh Valle, resident of Pasco, WA and representing Carpenter's Union Local 59, emphasized the importance of creating apprenticeship opportunities for local youth and the benefits the project will bring to the community.

Consent Calendar

City Clerk Rogers read the Consent Calendar.

COUNCILMEMBER WHITTEN MOVED AND MAYOR PRO TEM KENT SECONDED THE MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM KENT, AND COUNCILMEMBERS JONES, LUKSON, MAIER, VANDYKE AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 7-0.

Minutes

3. Approval of the December 17, 2024 City Council Regular Meeting Minutes

Ordinances - First Reading

4. Ordinance No. 2025-01, Amending Chapter 13.06 of the Richland Municipal Code related to Medical and Ambulance Service Utility Fees
5. Ordinance No. 2025-02, Amending Richland Municipal Code Section 12.03.040 related to Calculation of Impact Fees
6. Ordinance No. 2025-03, Establishing and Dedicating Additional Right-of-Way for Polar Way

Ordinances - Second Reading & Passage

7. Ordinance No. 2024-39, Establishing and Dedicating the Right-of-Way for a Segment of Gateway Avenue
8. Ordinance No. 2024-40, Establishing and Dedicating the Right-of-Way for a Segment of Hanford Street
9. Ordinance No. 2024-45, Approving the 2028 Council Compensation Plan
10. Ordinance No. 2024-46, Amending Chapters 23.22 and 23.26 of the Richland Municipal Code to Establish the Horn Rapids Employment Center and Prohibit Mini-Warehouses Therein

Resolutions - Adoption

11. Resolution No. 2025-01, Authorizing Award of Bid to Apollo, Inc. for Phase 2A of the Horn Rapids Landfill Expansion - Phase 2 Project
12. Resolution No. 2025-02, Setting a Public Hearing Date for Vacation of a Portion of Gay Road
13. Resolution No. 2025-03, Authorizing a Change Order to Contract No. 28-24 with Workday, Inc. for an Enterprise Human Resources Information System
14. Resolution No. 2025-04, Authorizing Amendment No. 1 to Contract No. 333-24 with Remy Corporation for HRIS Implementation Project Management

Items of Business

15. Resolution No. 2025-05, Declaring Surplus and Authorizing Relinquishment of an Easement lying within the Terraces at Queensgate

Public Works Director D'Alessandro provided an overview of the requested electrical easement relinquishment encumbering revised Lot 4 of Record Survey No. 5735. The easement is surplus to the City's needs and all infrastructure has been removed.

COUNCILMEMBER LUKSON MOVED AND COUNCILMEMBER WHITTEN SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2025-05, DECLARING SURPLUS AND AUTHORIZING RELINQUISHMENT OF AN ELECTRICAL EASEMENT ENCUMBERING REVISED LOT 4 OF RECORD SURVEY NO. 5735 LOCATED WITHIN THE PRELIMINARY PUD OF THE TERRACES AT QUEENSGATE. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM KENT, AND COUNCILMEMBERS JONES, LUKSON, MAIER, VANDYKE AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 7-0.

16. Resolution No. 2025-06, Authorizing an Option Agreement with Washington Energy, LLC for 425 Acres of Real Estate Property in the Northwest Advanced Clean Energy Park

Deputy City Manager (DCM) Schiessl provided a detailed overview of Resolution No. 2022-06, which would authorize the City Manager to execute a real estate option agreement with Washington Energy, LLC. The purpose of the option agreement is to grant Washington Energy, LLC the exclusive right, but not the obligation, to purchase 425 acres within the Northwest Advanced Clean Energy Park to develop a nuclear supply chain campus.

Washington Energy, LLC intends to construct a \$3 billion capital investment that will include a one-million square-foot nuclear fuel cycle facility and will create over 1,000 direct jobs and an additional 3,000 support jobs in the community. The agreement

includes provisions for five (5) annual extensions, each requiring a fee to maintain the option. The land acquisition would occur in three (3) phases, governed by a Purchase and Sale Agreement still to be finalized between Washington Energy, LLC and the City of Richland. The Purchase and Sale Agreement must be finalized within thirty (30) days of approval of Resolution No. 2025-06. If mutual agreement on the Purchase and Sale Agreement terms is not reached, the option agreement will not be executed.

DCM Schiessl noted that the City engaged specialized legal counsel throughout the negotiation process in the areas of real estate and nuclear regulation. A key term of the option agreement is that Washington Energy, LLC must obtain a license from the Nuclear Regulatory Commission (NRC), which provides safety measures and financial protections for the community, including requirements for cash reserves, bonds, and/or insurance to cover potential risks such as decommissioning or accidents.

The project is contingent upon a ten (10) year property tax abatement on land improvements (TUA), which aligns with previous incentives the City has offered for significant developments. The first two (2) phases of the project will exclusively support Washington Energy, LLC's nuclear fuel cycle production facility, while the third phase will be open to other companies contributing to nuclear fuel development. The total annual option fees amount to \$1 million over five (5) years, and the average purchase price per acre is \$63,182 for up to 425 acres. Washington Energy, LLC will be responsible for constructing roads and other utilities needed for the project.

DCM Schiessl highlighted how this project aligns with the City's Strategic Leadership Plan, particularly its goals for advancing clean energy development in the Northwest Advanced Clean Energy Park. The project will also support the City's 2025 Legislative Priorities by expanding the Targeted Urban Area (TUA) Program. Finally, the project actualizes the benefit of the 2024 Land Exchange Agreement with the Port of Benton.

Additionally, the project aligns with regional initiatives such as the TCRCC's *MyTri2030* vision, the Energy Forward Alliance's goal for transitioning to clean energy, and Washington VERTical's support to transition to nuclear power. At the state level, the project aligns with the Clean Energy Transformation Act of 2019, which promotes clean energy initiatives, and the Clean Manufacturing Leadership Act of 2023, which strengthens the State's manufacturing economy.

DCM Schiessl concluded by noting that the City's Economic Development Committee reviewed the proposal's high-level terms at its meeting on December 2, 2024, and unanimously recommended approval. City staff also support Resolution No. 2025-06.

Mayor Richardson expressed gratitude to attendees and staff for their hard work and dedication in supporting the project under a compressed schedule. Mayor Richardson then highlighted Richland's unique qualities and emphasized the community's strong support for nuclear energy. She also acknowledged the importance of Pacific Northwest National Laboratory's (PNNL) contributions, and welcomed the growth of the nuclear industry in the region, stressing the critical need for increased energy resources. The

project aligns with the community's long-term vision and will have a significant local, regional, and national impact.

COUNCILMEMBER LUKSON MOVED AND MAYOR PRO TEM KENT SECONDED THE MOTION TO ADOPT RESOLUTION NO. 2025-06, AUTHORIZING AN OPTION AGREEMENT WITH WASHINGTON ENERGY, LLC FOR 425 ACRES OF REAL PROPERTY IN THE NORTHWEST ADVANCED CLEAN ENERGY PARK. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM KENT, AND COUNCILMEMBERS JONES, LUKSON, MAIER, VANDYKE AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 7-0.

Reports and Comments

City Manager

City Manager Amundson stated that he was made aware by the Department of Energy that former Councilmember Robert Thompson, the City's primary representative on the Hanford Advisory Board (HAB), will not seek reappointment when his term expires on September 30, 2025.

Options for filling the primary and alternate representatives on the HAB were discussed, including appointing councilmembers or opening the opportunity to residents through a public recruitment process. DOE requires candidate submissions by February 1, 2025 as part of its rigorous vetting process. City Manager Amundson noted that neighboring cities have varying representation structures, with some appointing councilmembers and others selecting residents. City Manager Amundson sought direction from Council on how to proceed with filling the forthcoming vacancy.

During the discussion, Councilmembers Jones, Maier and VanDyke expressed interest in serving as a City of Richland representative on the Hanford Advisory Board. Consensus was reached to appoint two (2) councilmembers to the positions to ensure consistent representation.

After discussion, Councilmembers Jones and VanDyke received the nod to serve as the primary and alternate representatives on the HAB. City Manager Amundson confirmed he would provide the necessary application materials and related information to both councilmembers to begin the application process.

City Council

Mayor Pro Tem Kent had no comments.

Councilmember VanDyke expressed appreciation for the extensive effort put into the agreement by staff.

Councilmember Maier wished everyone a Happy New Year.

Councilmember Whitten echoed Councilmember VanDyke's comments and thanked attendees from various organizations and labor unions for their attendance and comments. He then expressed support for local organizations, the project, and extended holiday greetings to all.

Councilmember Jones wished everyone a Happy New Year. She then suggested the City consider adopting an official tagline such as "Atomic Town," which would highlight the City's historical significance and future connection to the term. She then emphasized the importance of embracing the City's nuclear identity and its potential position as a global leader in nuclear energy.

Councilmember Lukson thanked TRIDEC's Karl Dye and David Reeploeg for their attendance and efforts in coordinating stakeholders to voice support for the project. Councilmember Lukson then expressed optimism about the project and the ongoing negotiation process.

Mayor

Mayor Richardson had no comments.

Executive Session

17. Executive Session Per RCW 42.30.110(1)(g): Review Performance of a Public Employee (45 minutes)

At 7:12 p.m., Richland City Council convened in executive session for forty-five (45) minutes to review performance of a public employee. A brief transition from dais to executive session room occurred, with the executive session getting underway at 7:20 p.m.

Individuals present for the executive session included Mayor Richardson, Mayor Pro Tem Kent, and Councilmembers Jones, Lukson, Maier, VanDyke and Whitten. Human Resources Director Paulsen was also present.

At 8:15 p.m. Mayor Richardson returned to the meeting to extend the executive session by ten (10) minutes.

At 8:25 p.m. Mayor Richardson returned to the meeting to extend the executive session another fifteen (15) minutes. At this time, Human Resources Director Paulsen exited and City Manager Amundson joined the executive session.

Council exited the executive session at 8:39 p.m.

Adjournment

Mayor Richardson adjourned the meeting at 8:39 p.m.

APPROVED:

ATTEST:

Theresa Richardson, Mayor

Jennifer Rogers, City Clerk

DATE APPROVED:

DATE PUBLISHED:

DRAFT



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Ordinances - Second Reading & Passage

Strategic Priority 2 - Financial Sustainability

Subject:

Ordinance No. 2025-01, Amending Chapter 13.06 of the Richland Municipal Code related to Medical and Ambulance Service Utility Fees

Department/Office
Fire & Emergency Services

Ordinance/Resolution Number:
2025-01

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 2025-01, amending Chapter 13.06 of the Richland Municipal Code related to Medical and Ambulance Service Utility Fees.

Summary:

Fire & Emergency Services (RFD) and Finance previously worked with the Utility Advisory Committee (UAC) to generate a strategic plan, work plan, and ongoing rate modeling for the Medical Services Utility. As part of its 2025 rate modeling, RFES seeks to update the current mileage rate codified in RMC 13.06.330 based on feedback from RFD's third-party ambulance billing provider that the rate has fallen behind the recommended range. Proposed Ordinance No. 2025-01 codifies a recommended increase in mileage fees from \$14.00 to \$24.00 per mile. While this may seem a significant change, it will amount to approximately \$35 in additional fees on the average patient's transport invoice, billed primarily to third-party insurance such as Medicare, Medicaid and private medical insurance. The proposed mileage rate will take effect on March 1, 2025, and was endorsed by the UAC at meetings held on September 10, 2024, and November 12, 2024.

In addition, as part of the overall funding approach to the staffing and operation of the new fire station in the Badger Mountain South community on Trowbridge Blvd., staff is recommending an increase in ambulance utility fees from the current daily rate of \$0.3771 (\$11.47 monthly equivalent) to \$0.4136 (\$12.58 monthly equivalent) effective March 1, 2025. This rate increase was reviewed and endorsed by the Utility Advisory Committee (UAC) at the meeting on September 10, 2024. The proposed Medical and Ambulance Utility rate increase is an important part of the overall management strategy for the Medical Utility Fund and the operating budget for Fire Station No. 76. The new rate will take effect on March 1, 2025.

Staff recommends approval of Ordinance No. 2025-01 for second reading and passage.

Fiscal Impact: Increasing the mileage rate from \$14 to \$24 is expected to generate approximately \$100,000 in additional revenue annually. Increasing the monthly ambulance utility rate from \$0.3771 per day to \$0.413 per day will generate approximately \$375,000 in annual revenue.

Attachments:

I. Ordinance No. 2025-01

ORDINANCE NO. 2025-01

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,
AMENDING CHAPTER 13.06 OF THE RICHLAND MUNICIPAL
CODE RELATED TO AMBULANCE UTILITY FEES.**

WHEREAS, since 1976, the City of Richland has provided emergency medical transport services to Richland citizens; and

WHEREAS, Richland City Council is authorized by RCW 35.21.766, RCW 35.27.370(15), and Chapter 13.06 of the Richland Municipal Code to set fees, rates, and charges to support an ambulance utility, emergency medical services (EMS) and ambulance transport service; and

WHEREAS, the current ambulance transport fee of \$1,042.00 for Richland residents, \$1,563.00 for non-residents, and the per-mile rate of \$14.00 were set by Richland City Council on September 6, 2022; and

WHEREAS, pursuant to RCW 35.21.766(3), the monthly service fee for operation of the utility was established based on the costs of regulating ambulances services; and

WHEREAS, the current mileage rate has fallen behind the recommended range, including Washington State's average rate; and

WHEREAS, an increase from \$14.00 per mile to \$24.00 per mile will bring the rate within the recommended range; and

WHEREAS, the current daily service fee of \$0.3771 (\$11.47 monthly equivalent) was set by Richland City Council on April 2, 2024; and

WHEREAS, a three-year funding approach was developed to support staffing of Fire Station No. 76 that consists of both general and medical utility funds, including a \$0.0365 (\$1.11 monthly equivalent) increase to the daily service fee in the second year; and

WHEREAS, to execute the funding strategy developed to support Fire Station No. 76, the daily service fee will increase on utility bills generated on or after February 1, 2025 from \$0.3771 per day to \$0.4136 per day, which equates to \$12.58 monthly.

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

Section 1. Richland Municipal Code Section 13.06.330, entitled Billing for ambulance transports, as first enacted by Ordinance No. 28-06, and last amended by Ordinance No. 2022-77, is hereby amended to read as follows:

13.06.330 Billing for ambulance transports.

A. Each person who is transported by the city’s EMS program shall be billed by the city at a rate of \$1,042.00, provided that the patient is a city resident or is employed at (and transported from) a place of business within the city and the patient:

1. Supplies the city with all requested information and documentation, including, but not limited to, insurance information and medical records relative to billing for the ambulance service; and
2. Assigns to the city the patient’s right to receive payment from all applicable third-party payers.

B. A patient who is not a city resident and is not employed at and transported from a place of business within the city shall be subject to a 50 percent surcharge on such transport services.

C. A mileage rate of ~~\$24.00~~ ~~\$14.00~~ per mile will also be charged, regardless of resident or nonresident status.

D. Reciprocity. The ambulance service shall be provided within the city’s ambulance response and mutual aid areas at no additional cost to any resident of the cities of Pasco and Kennewick who resides:

1. In a household that pays a charge similar to the utility charge; and
2. In a city that provides medical and ambulance services within its ambulance response and mutual aid areas to Richland residents at no additional cost.

E. The city shall have reciprocity with each of these cities unless they cease to have an ambulance utility or withdraw from the reciprocal agreement.

Section 2. Richland Municipal Code Section 13.06.400, entitled Charges established, as first enacted by Ordinance No. 28-06, and last amended by Ordinance No. 2024-13, is hereby amended to read as follows:

13.06.400 Charges established.

The daily ambulance utility fee shall be as follows effective for utility bills generated on or after ~~June 1, 2024~~ March 1, 2025:

User Classification	Rate
Residential	\$0.3771 <u>\$0.4136</u> per day – per unit
Multifamily Residences	\$0.3771 <u>\$0.4136</u> per day – per unit
Adult Family Homes*	\$0.3771 <u>\$0.4136</u> per day – per facility

User Classification	Rate
Assisted Living Facilities*	\$0.3771 <u>\$0.4136</u> per day – per facility

24-Hour Nursing Facilities*	\$0.3771 <u>\$0.4136</u> per day – per facility
Group Homes*	\$0.3771 <u>\$0.4136</u> per day – per facility
Physicians Clinics*	\$0.3771 <u>\$0.4136</u> per day – per facility
Schools*	\$0.3771 <u>\$0.4136</u> per day – per facility
Commercial/Business	\$0.3771 <u>\$0.4136</u> per day – per unit
City Public Areas	\$0.3771 <u>\$0.4136</u> per day – per parcel or area

Section 2. This Ordinance shall be published in the official newspaper of the City of Richland on January 26, 2025 and take effect on March 1, 2025.

Section 3. Should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including but not limited to the correction of scrivener's errors/clerical errors, section numbering, references, or similar mistakes of form.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

First Reading: January 7, 2025
Second Reading: January 21, 2025
Date Published: January 26, 2025



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Ordinances - Second Reading & Passage

Strategic Priority I - High Performance Government

Subject:

Ordinance No. 2025-02, Amending Richland Municipal Code Section 12.03.040 related to Calculation of Impact Fees

Department/Office
Public Works

Ordinance/Resolution Number:
2025-02

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 2025-02, amending Richland Municipal Code Section 12.03.040 related to calculation of impact fees.

Summary:

Chapter 82.02 RCW authorizes cities to impose impact fees to ensure that adequate facilities are available to serve new growth and development, and to provide for orderly growth achieving conformance with established standards. On December 5, 2023, Richland City Council passed Ordinance No. 2023-09, amending Chapter 12.03 of the Richland Municipal Code related to transportation impact fees.

Per RMC 12.03.040, transportation impact fees are adjusted on an annual basis based on the National Highway Construction Cost Index (NHCCI). Unfortunately, NHCCI fourth quarter data from the immediately preceding year is not available in January for staff to use as the basis to adjust rates. Proposed Ordinance No. 2025-02 provides additional administrative direction to staff to use the most recently published NHCCI data to adjust transportation impact fees, thereby resulting in a predictable and fair assessment.

Staff recommends approval of Ordinance No. 2025-02 for second reading and passage.

Fiscal Impact:

Ordinance No. 2025-02 will not change how fees are assessed under the current program. The vast majority of revenues in the program are returned to developers in the form of credits and reimbursements, with only a small fraction of the revenues applied to city projects.

Attachments:

- I. Ordinance No. 2025-02

ORDINANCE NO. 2025-02

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,
AMENDING RICHLAND MUNICIPAL CODE SECTION 12.03.040
RELATED TO CALCULATION OF IMPACT FEES.**

WHEREAS, Chapter 82.02 RCW authorizes cities to impose impact fees to ensure that adequate facilities are available to serve new growth and development, and to provide for orderly growth achieving conformance with established standards; and

WHEREAS, on December 5, 2023, Richland City Council passed Ordinance No. 2023-09, amending Chapter 12.03 of the Richland Municipal Code (RMC) related to Transportation Impact Fees; and

WHEREAS, per RMC 12.03.040, impact fees are adjusted on an annual basis based on the National Highway Construction Cost Index; and

WHEREAS, additional direction is needed to govern administration of this annual impact fee adjustment.

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

Section 1. Richland Municipal Code Section 12.03.040, entitled Calculation of impact fees, as first enacted by Ordinance No. 39-04, and last amended by Ordinance No. 2023-09, is hereby amended to read as follows:

12.03.040 Calculation of impact fees.

A. The method of calculating the transportation impact fees in this program incorporates, among other things, the following:

1. The cost of public streets and roads necessitated by new development;
2. An adjustment to the costs of the public streets and roadways for past or future SEPA mitigation payments made by previous development to pay for particular system improvements that were prorated to the particular system improvement;
3. The availability of other means of funding public street and roadway improvements; and
4. The methods by which public street and roadway improvements were financed.

B. The fee per trip shall be as follows:

	Effective January 1, 2024
Zone 1	\$2,647.13
Zone 2	\$2,453.84
Zone 3	\$4,951.56
Zone 4	\$1,815.63

Beginning January 1, 2025, and every year thereafter, the traffic impact fees for all zones from the preceding year shall be adjusted based on the annual percentage change between existing fees and the most recently published fourth quarter National Highway Construction Cost Index (NHCCI) as published by the Federal Highway Administration and ~~published~~ included in the City of Richland's fee schedule.

The fee is established based on the calculated trips generated. For example, a single-family residence produces one unit. The fees for most common uses will be as depicted in Exhibit A – Traffic Impact Fee Schedule. Fees for uses not accurately represented in Exhibit A will be calculated based on their pm peak hour trip generation rates as determined by the city engineer applying the latest edition of the ITE Trip Generation Manual. Pass-by and internally captured trips will be deducted from the total trip generation in determining new development trips. As an example, a commercial building generating 150 trips with 50 being pass-by and/or internally captured trips resulting in 100 new peak hour trips will have an impact fee of 100 x the applicable zone fee.

Section 2. This Ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

Section 3. Should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including but not limited to the correction of scrivener's errors/clerical errors, section numbering, references, or similar mistakes of form.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

First Reading: January 7, 2025
Second Reading: January 21, 2025
Date Published: January 26, 2025



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Ordinances - Second Reading & Passage

Strategic Priority I - High Performance Government

Subject:

Ordinance No. 2025-03, Establishing and Dedicating Additional Right-of-Way for Polar Way

Department/Office
Public Works

Ordinance/Resolution Number:
2025-03

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 2025-03, establishing and dedicating additional right-of-way for Polar Way.

Summary:

The City owns and manages a system of public street right-of-way for the benefit of the City's residents and visitors. The City may receive dedications of new public street right-of-way through land development activity or by ordinance.

AKJM, LLC owns property adjacent to Polar Way, and has received permit approval from the City of Richland for a commercial development. AKJM, LLC has agreed to dedicate a portion of its land for future street development along Polar Way. AKJM, LLC has executed a right-of-way dedication deed that has been reviewed and approved by the City.

The City's best interests are served by accepting dedication of additional right-of-way for Polar Way.

Staff recommends approval of Ordinance No. 2025-03 for second reading and passage.

Fiscal Impact: None.

Attachments:

1. Ordinance No. 2025-03
2. Proposed Dedication Deed - Polar Way

WHEN RECORDED RETURN TO:

Richland City Clerk's Office
625 Swift Boulevard, MS-07
Richland, WA 99352

ORDINANCE NO. 2025-03

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,
ESTABLISHING AND DEDICATING ADDITIONAL RIGHT-OF-
WAY FOR POLAR WAY.**

WHEREAS, the City owns and manages a system of public street right-of-way for the benefit of the City's residents and visitors; and

WHEREAS, the City may receive dedications of new public street right-of-way through land development activity or by ordinance; and

WHEREAS, AKJM, LLC, the owner of property adjacent to Polar Way, has received permit approval from the City of Richland for a commercial development; and

WHEREAS, AKJM, LLC has agreed to dedicate a portion of land for future street development along Polar Way; and

WHEREAS, AKJM, LLC has executed a right-of-way dedication deed that has been reviewed and approved by the City.

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

Section 1. The City Manager is hereby authorized to sign, execute, and record with the Auditor of Benton County, Washington, the dedication deed for additional right-of-way for Polar Way.

Section 2. The additional Polar Way right-of-way, described in the attached **Exhibit A** and depicted in the attached **Exhibit B**, is hereby dedicated as public right-of-way.

Section 3. 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 4. This Ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

Section 5. Should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

Section 6. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including but not limited to the correction of scrivener's errors/clerical errors, section numbering, references, or similar mistakes of form.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

First Reading: January 7, 2025
Second Reading: January 21, 2025
Date Published: January 26, 2025

Exhibit A
Legal Description

PARCEL NO. 128081000002026

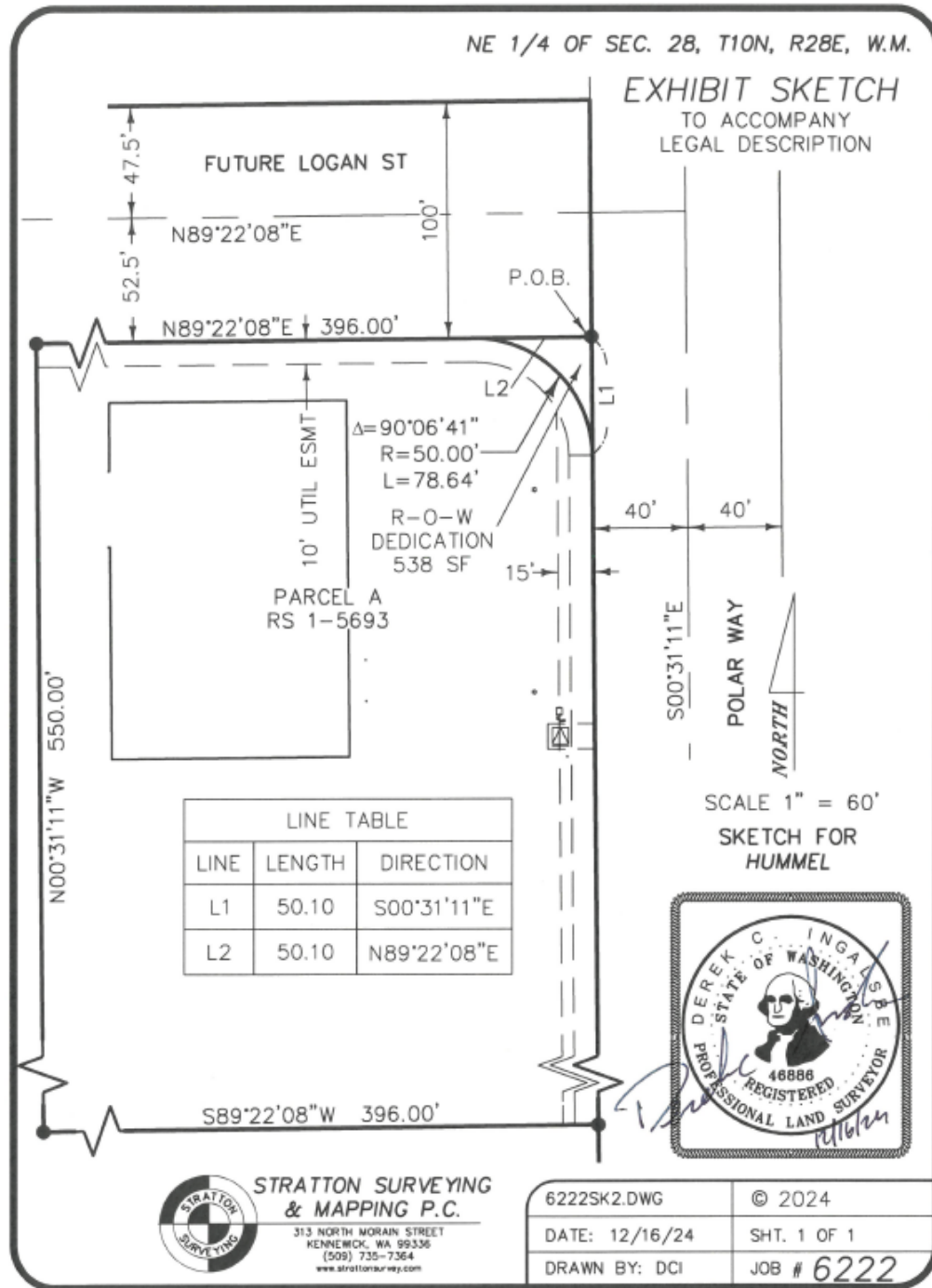
DESCRIPTION

THAT PORTION OF PARCEL A OF THE RECORD OF SURVEY RECORDED IN VOLUME 1 OF SURVEYS AT PAGE 5693, RECORDS OF BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID PARCEL THENCE SOUTH 00°31'11" EAST ALONG THE EASTERLY LINE OF SAID PARCEL 50.10 FEET TO THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT THE RADIUS POINT OF WHICH BEARS SOUTH 89°28'49" WEST 50.00 FEET; THENCE NORTHWESTERLY ALONG SAID CURVE 78.64 FEET THROUGH A DEL TA ANGLE OF 90°06'41" TO THE NORTHERLY LINE OF SAID PARCEL; THENCE NORTH 89°22'08" EAST ALONG SAID LINE 50.10 FEET TO THE SAID POINT OF BEGINNING.

CONTAINS 538 SF

Exhibit B
Depiction



WHEN RECORDED RETURN TO:

**City Clerk
City of Richland
625 Swift Blvd. MS-07
Richland, WA 99352**

Portion of Parcel No. 1-2808-100-0002-026

RIGHT-OF-WAY DEDICATION DEED

In and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **AKJM, LLC**, a Washington limited liability company (“Grantor”), does hereby grant, convey and dedicate to the **CITY OF RICHLAND**, a Washington municipal corporation (“Grantee”), its successors and assigns, a public right-of-way in, upon, over, under, across and through the following property situated in the County of Benton, State of Washington, to be used for all lawful right-of-way purposes, surface and subsurface:

That portion of Parcel A of the record of survey recorded in Volume 1 of surveys at Page 5693, Records of Benton County, Washington, described as follows:

Beginning at the Northeast Corner of said Parcel; Thence South 00°31’11” East along the Easterly Line of said Parcel 50.10 feet to the beginning of a non-tangent curve to the left the radius point of which bears South 89°28’49” West 50.00 feet; Thence northwesterly along said curve 78.64 feet through a delta angle of 90°06’41” to the Northerly Line of said Parcel; Thence North 89°22’08” East along said line 50.10 feet to the said **Point of Beginning**.

Contains 538 square feet.

See Exhibit “A” (the area dedicated)

Grantee shall have the right to regulate and use the area dedicated as and for right-of-way and for utility purposes. Such use shall include, but not be limited to the following: (1) the right of public ingress and egress through and along said area; (2) the right to locate, design, construct, install, inspect, protect, maintain, repair, modify, and otherwise change utilities, road rights-of-way, and any other appurtenances or related elements, including, but not limited to, pavement, signs, curbs, gutters, sidewalks, conduits, cables, wires, splicing boxes, power sources, and facilities, including but not limited to those for storm water, wastewater, water, electricity, gas, oil,

telecommunications, communication transmission and reception, together with fencing and gates when the same are deemed by Grantee to be necessary to protect facilities, prevent intrusions, and otherwise protect the public from loss or harm; and (3) the right to engage in any other activity that is reasonably related to the construction, operation and maintenance of public utilities and rights-of-way that are located in the dedicated area. In addition, Grantee shall have the right to clear, remove and dispose of any material, obstructions, timber and vegetation within the dedication area.

Grantee's uses are unrestricted in location within the right-of-way and will not be limited in any way by the state of being, condition or location of the street. Grantee is also authorized to utilize such additional width as may be necessary temporarily for the placing of excavated materials thereon and for initial construction and maintenance operations. Grantee will restore disturbed property to equal or better condition.

Subject to the terms hereof, Grantee shall have all other rights and benefits that are reasonably necessary or useful for Grantee's full and complete use of the area dedicated. Grantor shall not authorize or otherwise permit any person or entity to interfere with Grantee's use of the dedicated area.

Grantor covenants that Grantor is lawfully seized and possessed of the real property described herein, and that Grantor has a good and lawful right to convey it or any part thereof and that Grantor will forever warrant and defend the same against all persons who may lawfully claim the same.

The undersigned requests that the Assessor and Treasurer of Benton County set over to the remainder the lien of all unpaid taxes, if any, affecting the property conveyed by this Right-of-Way Dedication Deed, as provided by RCW 84.60.070.

It is understood and agreed that delivery of this Deed is hereby tendered and that its terms and obligations are not binding upon the City of Richland unless and until the Richland City Council has taken action by ordinance or resolution to accept this Right-of-Way Deed of Dedication and the below Certificate of Acceptance has been executed.

This space intentionally left blank.

CERTIFICATE OF ACCEPTANCE OF RIGHT-OF-WAY DEDICATION DEED

The interest in real property conveyed by this Right-of-Way Dedication Deed has been accepted by Ordinance No. 2025-03 of the City Council of the City of Richland on the 21st day of January, 2025, and the authorized officer of such governing body has consented to recordation of said Deed of Dedication with the Benton County Auditor.

Accepted by the City of Richland:

Jon Amundson, ICMA-CM, City Manager

Attest:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

This space intentionally left blank.

GRANTOR – AKJM, LLC
a Washington limited liability company

By: _____
Aaron Karlson, Governor

STATE OF _____)
: SS
COUNTY OF _____)

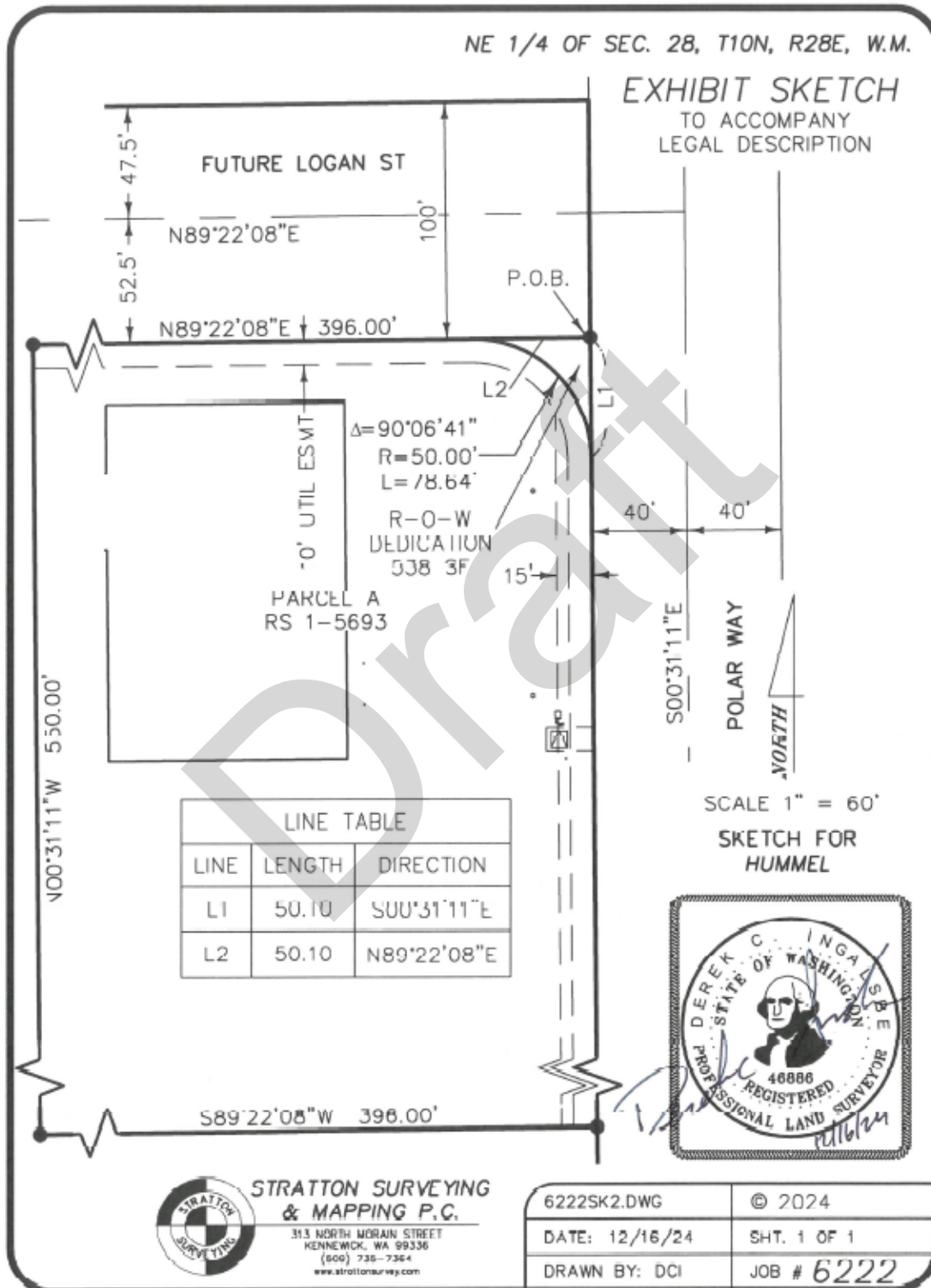
On this ____ day of _____, 2025, before me, the undersigned Notary Public in and for the State of _____, duly commissioned and sworn, personally appeared **Aaron Karlson**, to me known to be authorized and who executed the within and foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed, for the use and purposes therein mentioned, and on oath stated that he is authorized to execute the said instrument.

IN WITNESS WHEREOF, my hand and official seal hereon affixed the day and year above written.

Sign: _____
Printed Name: _____
Notary Public in and for the State of _____
Residing at _____
My appointment expires _____

seal

**Exhibit A to Right-of-Way Dedication Deed
Depiction of Area Dedicated**





COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority 1 - High Performance Government

Strategic Priority 2 - Financial Sustainability

Strategic Priority 4 - Quality of Life

Subject:

Resolution No. 2025-07, Authorizing a Member Services Agreement with Northwest Requirements Utilities

Department/Office
Energy Services

Ordinance/Resolution Number:
2025-07

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-07, authorizing the City Manager to sign and execute a Member Services Agreement with Northwest Requirements Utilities.

Summary:

NRU is a trade association serving 57 electric utilities that are customers of Bonneville Power Administration (BPA) located across Oregon (20 members), Washington (17 members), Idaho (11 members), Montana (6 members), Nevada (1 member), Wyoming (1 member), and California (1 member). NRU advocates on members' behalf to help ensure affordable and reliable BPA power. NRU accomplishes this goal by representing utilities and advocating on their behalf to BPA, the Columbia River Treaty Power Group, Columbia River System Operations, and others. Current membership represents 37 percent of BPA's tier-one load.

The purpose of Resolution No. 2025-07 is to authorize execution of an agreement with NRU for consulting services specific to the City of Richland's electric utility beyond the benefit provided by the City's group membership. The City currently utilizes NRU for specific services in the areas of greenhouse gas emissions reporting and management of renewable energy credits required by the 2019 State of Washington Clean Energy Transition Act (CETA). RECs are the accepted legal instrument through which renewable energy generation and use claims are substantiated in the U.S. renewable electricity market. RECs are supported by several different levels of government, regional electricity transmission authorities, nongovernmental organizations (NGOs), and trade associations, as well as in U.S. case law. Richland Energy Services benefits from specialized expertise in this area.

Staff recommends adoption of Resolution No. 2025-07.

Fiscal Impact:

The 2025 Budget for the Electric Fund includes \$48,200 to support electric utility specific services that could be provided by NRU.

Attachments:

1. Resolution No. 2025-07
2. Proposed Member Services Agreement with NRU

RESOLUTION NO. 2025-07

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING A MEMBER SERVICES AGREEMENT WITH
NORTHWEST REQUIREMENTS UTILITIES.**

WHEREAS, Northwest Requirements Utilities (NRU) is an Oregon non-profit mutual corporation formed for the primary purpose of providing its members with services in connection with current and anticipated future needs for power supply, transmission, or other services; and

WHEREAS, the City of Richland operates an electrical utility for retail electrical services through its Energy Services Department and is a member of NRU; and

WHEREAS, the City has requested that NRU provide it certain services, including Renewable Energy Credit (REC) management services, that the Parties acknowledge will benefit only the City and no other NRU member; and

WHEREAS, NRU desires to provide the management services at the sole cost and expense of the City, and provided that other NRU members are held harmless by contractual agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute a Member Services Agreement with Northwest Requirements Utilities for current and anticipated future needs for power supply, transmission, or other electric utility services, including but not limited to Renewable Energy Credit management services.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

MEMBER SERVICES AGREEMENT

for

City of Richland

THIS MEMBER SERVICES AGREEMENT (“Agreement”) dated as of January 1, 2025 (“Effective Date”) is entered into by and between Northwest Requirements Utilities (“NRU”), an Oregon Nonprofit Mutual Corporation, and City of Richland, a Washington municipal corporation (hereafter “City” or “Member”). NRU and City may hereinafter be referred to as a “Party” and collectively as the “Parties”.

RECITALS

WHEREAS:

- A. Northwest Requirements Utilities is an Oregon Nonprofit Mutual Corporation formed for the primary purpose of providing its members with services in connection with current and anticipated future needs for power supply, transmission, or other services; and
- B. City is a member of NRU; and
- C. City has requested that NRU provide it certain services that the Parties acknowledge will benefit only City and will not benefit other NRU members; and
- D. NRU desires to provide the services at the sole cost and expense of City and provided that other NRU members are held harmless, all as provided in this Agreement.

NOW THEREFORE, the Parties agree as follows:

AGREEMENT

- 1. Term and Termination.** Upon execution by all Parties, this Agreement shall be effective as of the Effective Date. This Agreement shall remain in full force and effect for an initial term of one (1) year from the Effective Date, and shall be automatically renewed thereafter for successive terms of one (1) year (each a "Renewal Term") unless either Party gives written notice to terminate this Agreement. The Renewal Term(s), if any, and the Initial Term are collectively referred to herein as the "Term"; provided however, that either Party may exercise its rights to terminate as provided herein. Any Party may terminate this Agreement or any Scope of Service at any time during the Term of the Agreement for any reason and without liability upon at least seven (7) days written notice. Sections 4 through 10 of this Agreement shall survive such termination as context requires.
- 2. Services.** NRU shall provide Member the services described in any Scope of Service that is mutually agreed and executed by the Parties (“Services”). A sample Scope of Service is attached to this Agreement as Exhibit A. No Scope of Service shall be binding or enforceable unless and until it has been properly

executed by all Parties. Each executed Scope of Service shall be subject to the terms and conditions of this Agreement and shall be incorporated herein by reference. No Party is obligated to propose or accept a Scope of Service.

3. **Standard of Performance.** The standard of care for all Services performed or furnished under this Agreement will be the degree of care and skill ordinarily used in the utility industry under the same or similar circumstances at the same time and in the same locality.
4. **Compensation.** Member shall pay NRU a monthly fee for all Services provided under this Agreement. Each Scope of Service shall include the applicable monthly fee to be paid for the Services to be provided. The monthly fee shall be based on costs incurred by NRU for performance of the delegated Services. In addition to the monthly fees, Member shall be responsible for the payment of all costs and fees, including reasonable out-of-pocket and travel expenses incurred by NRU to provide the delegated Services. NRU shall retain receipts for reimbursable costs, fees and expenses for a period of three (3) months after incurring the cost, fee or expense. Member may request that NRU provide copies of such receipts for verification.
5. **Invoices and Payment.** As soon as practicable following the end of each calendar month, NRU shall invoice Member for any fees due under a Scope of Service and any reimbursable expenses incurred during the previous month or prior months. NRU retains the right to assess Member interest at the rate of nine percent (9%) per annum, but not to exceed the maximum rate allowed by law, on undisputed invoice amounts which are not paid within thirty (30) days from the date of receipt of the invoice by Member. In the event undisputed portions of NRU's invoices are not paid when due, NRU also reserves the right, after seven (7) days prior to the written notice, to suspend the performance of any Services under this Agreement until all past due amounts have been paid in full.
6. **Relationship of the Parties.** NRU shall perform all delegated Services under this Agreement as an independent contractor with corresponding obligations and independence. NRU shall not be considered an employee of Member for any purpose.
7. **Insurance.** At all times during the Term of this Agreement, NRU shall maintain at least the following minimum levels of insurance: (a) Workers Compensation insurance as required by Oregon law; (b) Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; (c) Commercial General Liability insurance of \$2,000,000 combined single limit for personal injury and property damage. Upon request, NRU shall supply to Member a certificate(s) of insurance evidencing required insurance coverages and listing Member as additional insureds.
8. **Confidential Information.** NRU agrees to reasonably protect from disclosure all non-public business information that is communicated from Member to NRU during the performance of Services under this Agreement, as well as any analysis or work product NRU produces or discovers while performing such work. To the maximum extent allowed by law, NRU agrees to treat all such information as confidential, privileged, and proprietary. NRU may use such information solely in connection with the completion of Services hereunder. Except as may be required by law, NRU shall not disclose such information to any other person without first obtaining express written authorization. Upon the termination of this Agreement, NRU shall destroy all Member confidential information as defined above.
9. **Limitation of Liability.** The Liability of NRU to Member for any Services provided under this

Agreement is limited to the total aggregate of monthly fees to be paid under the applicable Scope of Service. This limitation of liability shall apply to any and all claims, damages, injuries, losses, or expenses (including attorney and expert fees) arising out of NRU's Services or this Agreement regardless of causes(s) or the theory of liability, including negligence, indemnity, or other recovery. This limitation of liability shall not apply to the extent the damage is paid by any applicable insurance policy. Neither Party shall be liable to the other for special, indirect or consequential damages.

10. Indemnity. The Parties agree to provide the following indemnities:

10.1 Member Indemnity. Member agrees that it shall be solely liable for the costs invoiced by NRU for the Services provided under this Agreement. Member shall indemnify and hold harmless all other NRU members from any and all costs, claims, demands, losses, causes of action, damage, lawsuits, judgments, including attorneys' fees and costs, arising out of or relating to this Agreement.

10.2 NRU Indemnity. NRU agrees that it shall be solely liable for the costs incurred in performing the delegated Services. NRU shall indemnify and hold harmless all other NRU members from any and all costs, claims, demands, losses, causes of action, damage, lawsuits, judgments, including attorneys' fees and costs, arising out of or relating to this Agreement.

11. Uncontrollable Force. Subject to limitations set forth in this Agreement, if any Party is rendered wholly or partly unable to perform any obligation under this Agreement (other than the payment obligations set forth in Section 4) because of an Uncontrollable Force, such obligation of a Party shall be suspended or excused, provided that the Party affected by such Uncontrollable Force, as soon as reasonably practical after the occurrence of the claimed Uncontrollable Force, gives the other Party prompt oral notice, followed by a written notice that complies with Section 12. The Party affected by such Uncontrollable Force shall use reasonable efforts to remedy its inability to perform as soon as reasonably practical. For purposes of this Agreement, an "Uncontrollable Force" means any event that is beyond the control of the Party affected thereby, including but not limited to, failure or loss of facilities (including facilities of third parties providing power or transmission service), flood, earthquake, storm, fire, lightning, epidemic, war, riot, civil disturbance, labor dispute, sabotage, and any injunctive order issued by any court or other lawful public authority, and which could not have been prevented nor remedied through the exercise of reasonable care by the Party affected thereby.

12. Notices. All written notices, demands, or requests required by this Agreement shall be considered given when delivered in person, by electronic mail, by confirmed facsimile, or sent by first class U.S. mail, postage prepaid, duly placed in the U.S. mail, or by overnight delivery service, directed to the attention of the following:

To NRU:

Northwest Requirements Utilities
c/o: Office Administrator
825 NE Multnomah, Suite 1135
Portland, OR 97232

To Member:

City of Richland
Energy Services

13. Representations.

13.1 Member Representations. Member represents and warrants as follows:

- (i) Member has the corporate power and authority to execute and deliver this Agreement.
- (ii) The execution and delivery by Member of this Agreement and the performance by Member of the actions contemplated on its part hereby have been duly authorized by the governing body of the Member.
- (iii) This Agreement has been duly executed and delivered by the Member and is a valid and binding agreement of the Member, enforceable against the Member in accordance with its terms, subject only to limitations on enforceability imposed by (i) applicable bankruptcy, insolvency, reorganization, moratorium, or similar laws affecting creditors' rights generally, and (ii) general equitable principles.

13.2 NRU Representations: NRU represents and warrants as follows:

- (i) NRU has the corporate power and authority to execute and deliver this Agreement.
- (ii) The execution and delivery of this Agreement by NRU and the performance by NRU of the actions contemplated on its part hereby have been duly authorized by the Board of Directors of NRU.
- (iii) This Agreement has been duly executed and delivered by NRU and is a valid and binding agreement of NRU, enforceable against NRU in accordance with its terms, subject only to limitations on enforceability imposed by (i) applicable bankruptcy, insolvency, reorganization, moratorium, or similar laws affecting creditors' rights generally, and (ii) general equitable principles.

14. Miscellaneous.

14.1 Binding Effect; Assignment. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may make any transfer or assignment of this Agreement, other than an assignment for security, without the prior written consent of each of the other Parties. Any assignment made without a consent required hereunder shall be void and of no force or effect.

14.2 Amendments. This Agreement may be amended by agreement between the Parties, but no such amendment to this Agreement shall be effective unless it is in writing, executed by all Parties.

14.3 Entire Agreement; Waiver. This Agreement together with any Scope of Services executed hereunder, constitutes the entire agreement between the Parties hereto relating to the subject matter contemplated by this Agreement and supersedes all prior agreements, whether oral or written.

- 14.4 Severability. If any part, term, or provision of this Agreement is held by a court of competent jurisdiction to be unenforceable, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be unenforceable.
- 14.5 Governing Law and Venue. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Oregon. Any action or proceeding related to this Agreement shall be brought before the Multnomah County (Oregon) Circuit Court, or, subject to applicable jurisdictional requirements, before the United States District Court for the District of Oregon. Each of the Parties consents to the personal jurisdiction of such courts.
- 14.6 Signature. The Parties may execute this Agreement by electronic means and in multiple counterparts, each of which constitutes an original as against the Party that signed it, and all of which together constitute one agreement.

CITY OF RICHLAND	NORTHWEST REQUIREMENTS UTILITIES
By:	By: Zabyn Towner
Its:	Its: Executive Director
Date:	Date:

EXHIBIT A

MEMBER SERVICE AGREEMENT

SCOPE OF SERVICE # 1

REC MANAGEMENT SERVICES

This Scope of Service is entered into by and between Northwest Requirements Utilities (“NRU”), and City of Richland (“Member”).

1. NRU and Member have entered into a Member Services Agreement dated January 1, 2025 (“Agreement”) which is fully incorporated herein by this reference.
2. Member has offered NRU the opportunity to perform the Services set forth in this Scope of Service in accordance with the terms and conditions of the Agreement.
3. NRU hereby accepts Member’s offer and agrees to undertake performance of the Services in accordance with the terms and conditions of the Agreement.
4. Member owns certain renewable energy credits (“RECS”) and anticipates the ongoing need to procure and sell RECs to maintain compliance with applicable Regulatory Requirements.
5. For purposes of this Scope of Service, the term “Applicable Regulatory Requirement” shall mean a State-imposed Renewable Portfolio Standard (“RPS”) applicable to Member and any other State-imposed regulation that is mutually agreed by the Parties in writing to be subject to this Scope of Service.
6. Description of Services. NRU shall provide the following REC Management Services to Member:
 - 6.1 Western Renewable Energy Generation Information System (“WREGIS”) Accounting. NRU shall establish a WREGIS subaccount in Member’s name for the custody and tracking of RECs owned by Member. Member’s subaccount will be established under the NRU master WREGIS account. NRU will coordinate with Member to transfer Member’s RECs to the subaccount and thereafter to manage the subaccount at the direction of Member. Management of RECs for Member may include creation of subaccounts, transfer and/or retirement of RECs and other common actions within the WREGIS platform. All RECs held in Member’s subaccount shall be the sole and exclusive property of Member and NRU shall have no ownership interest in or claim to such Member RECs under the Agreement. Nothing in the Agreement will prevent NRU from opening and maintaining other WREGIS subaccounts, or Member from holding RECs in other WREGIS accounts.
 - 6.2 Regulatory Compliance. NRU will assist Member to comply with Applicable Regulatory Requirements as follows:
 - 6.2.1 NRU will provide Member with a substantive analysis of the Applicable Regulatory Requirements.

- 6.2.2 NRU will coordinate with Member to calculate the amount of RECs and/or power resources required by Member to comply with the Applicable Regulatory Requirements.
 - 6.2.3 NRU will coordinate with Member to create a matrix and timelines to achieve and maintain compliance with the Applicable Regulatory Requirements.
 - 6.2.4 NRU will monitor the amount of RECs in Member's WREGIS subaccount and notify Member if additional RECs are required to maintain compliance with the Applicable Regulatory Requirements.
- 6.3 Purchase and Sale of RECs. NRU will provide Member with periodic market reports and information on available purchase or sale opportunities and REC pricing. NRU will assist Member in the purchase or sale of RECs as directed by Member. NRU will negotiate terms, conditions and documentation for REC purchase and sale transactions to be executed by Member.
7. Schedule. The REC Management Services shall be performed on an ongoing basis until such time as the Agreement or this Scope of Service expires or is terminated. As soon as practicable following the expiration or termination of the Agreement or this Scope of Service, the Parties shall coordinate the transfer of Member's RECs from the WREGIS subaccount maintained by NRU to a WREGIS account specified by Member in writing. The terms and conditions of the Agreement and this Scope of Service applicable to the WREGIS subaccount for Member RECs, including without limitation Sections 8(b) – (d), shall continue to apply until Member has transferred all its RECS out of the WREGIS subaccount maintained by NRU.
8. Compensation. Member shall pay NRU the following amounts for performance of the REC Management Services hereunder:
- (a) a monthly fee in the amount of \$400.00.
 - (b) All WREGIS fees that are directly attributable to NRU's performance of the Services on behalf of Member.
 - (c) A pro-rata portion of WREGIS annual fees incurred by NRU on behalf of its Members.
 - (d) All other costs and fees, including reasonable out-of-pocket and travel expenses incurred by NRU to provide the Services.
9. Advisory Services Only. Member acknowledges and agrees that the Services provided by NRU pursuant to Section 6.2 of this Scope of Service are of an advisory nature only. Notwithstanding anything in this Scope of Service, Member is and shall remain solely responsible for compliance with all Applicable Regulatory Requirements.
10. Forward Commodity Contract. The Parties acknowledge and agree that any REC transaction to be undertaken pursuant to this Scope of Service shall be deemed to be for the purpose of future delivery

11. No Securities. The Parties represent and warrant that it is their common understanding that RECs are not a “security,” and that the Agreement is not an “investment contract” for the purposes of the Federal Securities Act of 1933 and implementing regulations or any similar state law. The Parties further represent and warrant that it is their common understanding that no REC transaction undertaken by either Party pursuant to the Agreement will qualify as a “swap agreement” or “option contract” pursuant to the Commodity Exchange Act of 1936 and implementing regulations or any similar state law. Either Party may immediately terminate the Agreement should any government authority determine that RECs are a security, that the Agreement constitutes an investment contract, or that any REC transaction undertaken by either Party pursuant to the Agreement qualifies as a swap agreement or option contract.

CITY OF RICHLAND	NORTHWEST REQUIREMENTS UTILITIES
By: _____ Its: _____ Date: _____	By: Zabyn Towner Its: Executive Director Date: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority 4 - Quality of Life

Subject:

Resolution No. 2025-08, Authorizing the Fourth Amended and Restated Interlocal Agreement for Benton County Emergency Services

Department/Office
City Manager

Ordinance/Resolution Number:
2025-08

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-08, authorizing the City Manager to sign and execute a Fourth Amended and Restated Interlocal Agreement for Benton County Emergency Services.

Summary:

Benton County Emergency Services (BCES) was created in 1996 pursuant to interlocal agreement and has operated under the Third Amended and Restated Interlocal Agreement since 2024. BCES provides dispatching for public safety and emergencies for jurisdictions located in incorporated and unincorporated Benton and Franklin counties, as well as for any agency contracting for such services. The existing interlocal agreement addresses the maintenance and operation of existing capital assets on an individual project basis, and every subsequent capital project shared between the member agencies requires an amendment to the existing interlocal agreement.

In December 2024, the cities of Richland, Kennewick and Pasco, and the counties of Benton and Franklin authorized a Finance Agreement to share the cost of a new 800MHz Radio system designed to replace the outdated VHF radio system and join the two counties together on a consolidated radio platform. The Finance Agreement addressed the monetary obligations of each agency participating in acquisition of the capital asset (i.e., the 800MHz Radio system infrastructure and equipment), which was necessary to facilitate Richland's execution of the project contract with Motorola by year end. An amendment to the existing BCES interlocal is now needed to address the elements of ownership, funding, maintenance and operation of the new 800MHz Radio system.

In addition, developing case law has provided additional clarity concerning ownership and responsibility for public records held by third-party communication centers. These legal updates require a change in process for handling SECOMM records under the Public Records Act to mitigate liability for all BCES member agencies and subscribers.

The proposed Fourth Amended and Restated Interlocal Agreement for Benton County Emergency Services formalizes ownership of the new 800MHz Radio system and updates the regional public records process to comply with recent court decisions. The BCES Executive Board approved the proposed agreement during its December 12, 2024 meeting.

Staff recommends adoption of Resolution No. 2025-08.

Fiscal Impact: None.

Attachments:

1. Resolution No. 2025-08
2. Proposed Fourth Amended and Restated BCES Interlocal Agreement

RESOLUTION NO. 2025-08

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING A FOURTH AMENDED AND RESTATED
INTERLOCAL AGREEMENT FOR BENTON COUNTY
EMERGENCY SERVICES.**

WHEREAS, Benton County Emergency Services (BCES) is a local organization created in 1996 pursuant to the Interlocal Cooperation Act (Ch. 39.34 RCW) and RCW 38.52.070 related to Emergency Management; and

WHEREAS, the current members of BCES have agreed that the City of Richland, as the Administrative Jurisdiction, shall continue to serve as the legal entity responsible for employing staff and providing necessary support services for BCES operations; and

WHEREAS, through establishment of the Southeast Communications Center (“SECOMM”), BCES provides communication and dispatching for public safety and emergencies for jurisdictions located in incorporated and unincorporated Benton and Franklin Counties, and for any agencies subscribing to BCES for such services; and

WHEREAS, regional public safety communications equipment is in dire need of replacement and upgrade, and changes are required to the existing regional public records process specific to BCES records requests; and

WHEREAS, the ownership allocation of new public safety radio equipment, specifically the 800MHz Radio Project, is of regional concern, and the terms and conditions of the replacement system’s acquisition and ownership are addressed in the Fourth Amended and Restated Interlocal Agreement for Benton County Emergency Services; and

WHEREAS, the cities of Richland, Pasco, and Kennewick, and the counties of Benton and Franklin entered into a finance agreement in December 2024 to split the cost of the 800MHz Radio Project; and

WHEREAS, on December 12, 2024, the BCES Executive Board, comprised of representatives from each member agency, voted to recommend approval of the Fourth Amended and Restated Interlocal Agreement to the respective member agencies’ legislative authorities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute a Fourth Amended and Restated Interlocal Agreement for Benton County Emergency Services.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

This space intentionally left blank.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

WHEN RECORDED RETURN TO:

City of Richland
Attn: City Attorney
625 Swift Boulevard MS-07
Richland, WA 99352

**FOURTH AMENDED AND RESTATED
INTERLOCAL AGREEMENT FOR BENTON COUNTY EMERGENCY SERVICES**

THIS FOURTH AMENDED AND RESTATED INTERLOCAL AGREEMENT is made and entered into by and between the following entities (each one a “Member Agency” and collectively, the “Parties”):

Benton County, a political subdivision of the state of Washington;
Franklin County, a political subdivision of the state of Washington;
City of Kennewick, a Washington municipal corporation;
City of Richland, a Washington municipal corporation;
City of West Richland, a Washington municipal corporation;
City of Prosser, a Washington municipal corporation;
City of Benton City, a Washington municipal corporation;
City of Pasco, a Washington municipal corporation; and

Benton County Fire Protection District Nos. 1, 2, and 4, all of which are Washington special purpose districts.

I. RECITALS

WHEREAS, the Interlocal Cooperation Act, Chapter 39.34 RCW, authorizes public agencies to make the most efficient use of their powers by enabling them to cooperate with each other based on mutual advantage, and to collectively exercise the rights and powers they hold individually through the execution of an interlocal cooperative agreement; and

WHEREAS, RCW 38.52.070 authorizes and directs each county, city and town within the State of Washington to establish a local organization for emergency management in accordance

with the State Emergency Management Plan and Program, and permits the State Director of Emergency Management to authorize two or more counties, cities and towns to join in the establishment and operation of a local organization for emergency management; and

WHEREAS, Benton County Emergency Services (“BCES”) is such a local organization created in 1996 pursuant to the Interlocal referenced in Section 7, and the Parties to this Agreement wish to continue that organization under the terms of this Third Amended and Restated Interlocal Agreement; and

WHEREAS, in addition to emergency management services, Benton County Emergency Services, through establishment of the Southeast Communications Center, has also provided communication and dispatching for public safety and emergencies for some jurisdictions located in incorporated and unincorporated Benton County, and for any agencies contracting for such services; and

WHEREAS, the cities of Kennewick, Richland, West Richland, Prosser, Benton City, Benton County and Benton County Fire District Nos. 1, 2 and 4, and with limited participation by Benton County Public Utility District #1 (“Benton PUD”) (collectively, the “Existing Partners”) provided county-wide operation of emergency dispatch services under the terms of the First Amended and Restated Interlocal Agreement until 2017; and

WHEREAS, in 2017, Franklin County and the city of Pasco transitioned their dispatch services to Benton County Emergency Services and became member agencies of BCES (the “New Partners”); and

WHEREAS, the Existing and New Parties have operated BCES pursuant to the Second Amended and Restated Interlocal Cooperation Agreement for Benton County Emergency Services recorded with the Benton County Auditor on July 2, 2018 (“2018 BCES Interlocal Agreement”); and

WHEREAS, on April 3, 2024, Benton PUD withdrew as a member agency through execution of the Third Amended and Restated Interlocal Agreement for Benton County Emergency Services (“2024 BCES Interlocal Agreement”); and

WHEREAS, the remaining BCES member agencies intend to continue the provision of bi-county dispatch services under this Fourth Amended and Restated Interlocal Agreement, with each Party participating to the extent identified herein; and

WHEREAS, BCES has established a digital 800MHz radio system that provides and will continue to provide viable public safety communications for many years into the future; and

WHEREAS, Benton County, the cities of Kennewick and Richland, and Benton PUD have historically provided a single microwave system exclusively located in Benton County (hereinafter

the “Former (pre-2024) Benton County Microwave System”); and

WHEREAS, Franklin County and public safety agencies within that county have historically operated under a separate microwave system exclusively located in Franklin County (hereinafter “Franklin County Microwave System”); and

WHEREAS, the cities of Kennewick, Richland, and Pasco, and the counties of Benton and Franklin are currently acquiring a bi-county microwave system equally owned and funded by the five (5) member agencies; and

WHEREAS, similar to the efforts related to a bi-county microwave system, the cities of Kennewick, Richland, and Pasco, and the counties of Benton and Franklin, desire to acquire additional towers and radios to create a bi-county 800MHz system equally owned and funded by the five (5) member agencies.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and in accordance with RCW 39.34, RCW 38.52, and Section 8 of the 2024 BCES Interlocal Agreement, the Parties hereto agree to this Fourth Amended and Restated Interlocal Agreement as follows:

II. AGREEMENT

1. INCORPORATION OF RECITALS

The recitals set forth above are hereby incorporated into this Agreement by reference.

2. PURPOSE

The purpose of this Agreement is to provide for the effective and economical operations of Benton County Emergency Services (BCES), a local administrative entity and joint venture between the above-referenced Parties (also referred to as the “Organization”).

3. ORGANIZATIONAL STRUCTURE

Benton County Emergency Services consists of two (2) divisions: Benton County Emergency Management (BCEM) and Southeast Communications Center (SECOMM).

A. General. The Organization shall consist of an Executive Board, Strategic Advisory Team, Customer Agency Groups and various committees as created by the Executive Board.

1. Appointment of Administrative Jurisdiction; Duration. An Administrative Jurisdiction shall be designated by the Executive Board. The Administrative Jurisdiction shall serve unless or until such service is terminated by the Executive Board, or until the Administrative Jurisdiction withdraws after having provided a minimum of nine (9)

months' written notice of intent to withdraw. The City of Richland is currently designated as the Administrative Jurisdiction. All employees staffing BCES shall be employees of the Administrative Jurisdiction.

2. Duties of Administrative Jurisdiction. The Administrative Jurisdiction shall have full responsibility for the operation of the Organization, and shall provide all necessary administrative support for the Organization. The Administrative Jurisdiction shall perform its duties pursuant to a contractual agreement with Benton County Emergency Services that shall automatically renew every five (5) years, subject to any renegotiations between the Administrative Jurisdiction and the Executive Board. The Administrative Jurisdiction shall appoint a BCES Director, which appointment shall be subject to confirmation by the Executive Board. The BCES Director shall be removed only at the direction of the Administrative Jurisdiction.
 3. Governing Policies. BCES shall follow the policies established by the Administrative Jurisdiction for all efforts related to Finance, Human Resources, Legal, Risk & Safety, and Purchasing. To ease future transition between Administrative Jurisdictions, BCES shall operate and maintain an independent email system.
- B. Executive Board Duties; Membership; Voting. The Executive Board shall be the governing body of the administrative entity known as Benton County Emergency Services and shall be responsible for approving BCES-specific policies, contracts, the annual budget, and confirmation of the Administrative Jurisdiction's appointment of the BCES Director. The Executive Board shall also be responsible for ensuring the Parties' compliance with the legal requirements of Ch. 38.52 RCW.
1. Subject to the voting procedures and restrictions set forth herein, the Executive Board shall consist of one representative from the Benton County Commissioner's Office, one representative from the Franklin County Commissioner's Office, one representative from each of the cities of Kennewick, Richland, Prosser, West Richland, Benton City, and Pasco, and a single representative collectively representing Benton County Fire Protection District Nos. 1, 2 and 4.
 2. Whenever they are entitled to vote, Benton County, Franklin County, and the cities of Kennewick, Pasco, and Richland shall be allowed two (2) votes each. Whenever they are entitled to vote, West Richland, Prosser, and Benton City shall have one (1) vote each. Whenever they are entitled to vote, Benton County Fire Protection District Nos. 1, 2 and 4 shall collectively share a single vote.
 3. A simple majority of the number of members of the Executive Board shall be a quorum, and a simple majority of votes shall prevail unless otherwise set forth herein.

4. The following are the only representatives authorized to vote on matters associated with Southeast Communications Center (SECOMM):
 - Representatives for the cities of Kennewick, Richland, Pasco, West Richland,* and Prosser*;
 - Representatives for the counties of Benton and Franklin;
 - The representative for Benton County Fire Protection District Nos. 1, 2 and 4 casting a single vote for the three (3) entities.*

**Note:* No future contracted subscribers to SECOMM shall be entitled to vote.

5. The following are the only representatives authorized to vote on matters associated with the Former (pre-2025) 800MHz system:
 - Representatives for the cities of Kennewick and Richland;
 - The representative for the county of Benton.
6. The following are the only representatives authorized to vote on matters associated with the future operation and maintenance of the new Benton-Franklin 800MHz system and related funding (acquired after the execution hereof):
 - Representatives for the cities of Kennewick, Pasco and Richland;
 - The representatives for the counties of Benton and Franklin.
7. The following are the only representatives authorized to vote on matters associated with operation and maintenance of the Former (pre-2024) Benton County Microwave System and related funding:
 - Representatives for the cities of Kennewick and Richland;
 - The representative for the county of Benton;
8. The following are the only representatives authorized to vote on matters associated with the future operation and maintenance of the new Benton-Franklin County Microwave System and related funding (acquired after the execution hereof):
 - Representatives for the cities of Kennewick, Pasco and Richland;
 - The representatives for the counties of Benton and Franklin.
9. The following are the only representatives authorized to vote on items associated with Benton County Emergency Management (BCEM):
 - Representatives for the cities of Kennewick, Richland, West Richland, Prosser and Benton City;
 - The representative for the county of Benton.
10. For items not specifically associated with the Former (pre-2024) Benton County Microwave System, the new Benton-Franklin Microwave System, the 800 MHz system, Southeast Communications Center, or Benton County Emergency Management, all representatives may vote.

11. A representative may send a delegate to vote by proxy in his or her absence.

- C. Strategic Advisory Team. Working directly with BCES leadership, the Strategic Advisory Team (SAT) will assist in developing strategies for addressing issues such as establishing standardized procedures and incorporating changes in technology. To facilitate the policy-making role of the Executive Board, it may assign to the SAT certain policy reviews, projects, and tasks. The Strategic Advisory Team may consist of one (1) representative from each of the following:

- | | |
|--|--|
| • Kennewick Fire Department | • Connell Police Department |
| • Kennewick Police Department | • Connell Fire Department |
| • Richland Police Department | • Pasco Police Department |
| • Richland Fire Department | • Pasco Fire Department |
| • West Richland Police Department | • West Benton Fire and Rescue |
| • Benton County Sheriff's Office | • North Franklin County Hospital District |
| • Franklin County Sheriff's Office | • City of Prosser |
| • Franklin County Fire Protection Districts 1, 2, 3, 4 & 5 (1 Rep) | • Benton County Fire Protection Districts 1, 2, 4, 5 & 6 (1 Rep) |

The SAT representative will be the agency Chief or Sheriff and a senior level executive from the City of Prosser.

- D. Customer Agency Group. The Customer Agency Group (CAG) is established to allow customers of BCES to communicate suggestions, ideas, or concerns regarding service, operational policies, and/or procedural issues. The CAG will be comprised of two divisions: Law Enforcement and Fire/EMS. Each division will elect a chairperson to represent the concerns of their division to the BCES Director or at joint CAG meetings. The Customer Agency Group may consist of one (1) representative from each of the following:

- | | |
|--|---|
| • Kennewick Police Department | • Connell Police Department |
| • Kennewick Fire Department | • Connell Fire Department |
| • Richland Police Department | • Pasco Police Department |
| • Richland Fire Department | • Pasco Fire Department |
| • West Richland Police Department | • West Benton Fire and Rescue |
| • Benton County Sheriff's Office | • North Franklin County Hospital District |
| • Franklin County Sheriff's Office | • City of Prosser Police Department |
| • City of Benton City | • Benton PUD |
| • Franklin County Fire Protection Districts 1, 2, 3, 4 & 5 (1 Rep) | • Benton County Fire Protection Districts 1, 2, 4, 5, & 6 (1 Rep) |
| • Walla Walla Fire Protection District 5 | |

1. Issues that impact only one division will be communicated to the BCES Director from the chair of the division. Any recommendations made by either division must be approved by a majority of the agencies before they can be submitted to the Director for consideration. Items for which there is no majority support will require the use of the agency input

process.

2. Should an issue be relevant to both divisions, a meeting may be called by the BCES Director or either division chairperson. Attendees to such meeting will be limited to the BCES Director, the SECOMM Communications Managers and/or Emergency Management Manager, and both division chairpersons.
 3. Working groups or sub-committees may be created by either division to address operational issues for which operational-level employees or subject matter experts should be involved. These groups and/or sub-committees will report directly to their division chairperson. Additionally, to expedite the development of recommendations that are sound and have the greatest likelihood of success, recommendations will be vetted with a senior subject matter expert dispatcher for additional input. The dispatcher would have no vote in the process of moving forward with an issue.
- E. BCES Director. The Director, under direction of the Administrative Jurisdiction, shall maintain and operate Benton County Emergency Services, and shall be responsible for the implementation of the directives of the Executive Board and the policies and procedures of the Executive Board or the Administrative Jurisdiction, as the case may be. The Director shall be responsible for developing, organizing, and coordinating emergency preparedness planning, training and implementation. The Director shall be responsible for organizing, developing and coordination of E-911 and bi-county communication systems, and shall have such other duties and responsibilities as the Administrative Jurisdiction designates from time to time.

4. FINANCES

Benton County Emergency Services maintains separate funds consisting of:

- One (1) fund for Benton County Emergency Management;
- One (1) fund for Southeast Communications Center;
- One (1) fund for the acquisition, maintenance and operation of the Benton-Franklin County 800MHz System.
- One (1) fund for the maintenance and operation of the Former (pre-2025) Benton County 800MHz System (to be retired once the Benton-Franklin 800MHz system is fully operational); and
- One (1) fund for the acquisition, maintenance and operation of the Benton-Franklin County Microwave System.
- One (1) fund for maintenance and operation of the Former (pre-2024) Benton County Microwave System (to be retired when the system is fully decommissioned).

These funds are maintained and administered by the Administrative Jurisdiction in lieu of the Treasurer of the City of Kennewick, the most populous entity. All monies received for the benefit and use of Benton County Emergency Services, including financial contributions by the Parties to

this Agreement in accordance herewith, shall be deposited into the appropriate fund.

- A. Benton County Emergency Management (EM Operations) Fund. Except for, Pasco, and Franklin County, each Party to this Agreement shall contribute to the cost of emergency management operations upon such fair and equitable basis as shall be determined by the Executive Board. If, in any case, the Executive Board is unable to agree upon the proper contributions by the Parties hereto, the decisions shall be referred to the State Emergency Management Council for arbitration, and the Council's decision shall be final and binding upon the Parties hereto. Except for Franklin County and Pasco, each party shall pay its share of the cost of emergency management into the Benton County Emergency Management Fund which is maintained and administered by the Administrative Jurisdiction. The Executive Board shall have the authority to proportionately levy, by percentage of total operating budget responsibility, additional fees to cover unexpected liabilities, including uninsured civil judgments. If the cost overrun or liability is the result of a single agency, the entire cost will be borne by that agency.
- B. Southeast Communications Center (SECOMM Operations) Fund. SECOMM shall be financed by the proceeds of a telephone excise tax that shall be imposed at the same rate by both Benton and Franklin counties, an annual levy upon the Parties, except City of Benton City, and by contract fees paid by contracting agencies as determined by the Executive Board. Each Party hereto shall contribute its share of the costs of the typical and customary operation and administration of SECOMM as established by the Executive Board. Such contributions shall be determined annually by the Executive Board for inclusion in the Parties' annual budgets. The assessment for any user or member entering SECOMM mid-budget year shall be determined by the Executive Board and pro-rated relative to the months of service remaining in the existing budget year. Funding models for SECOMM budgets shall be determined by the Executive Board. Assessments shall be paid in periodic installments on a schedule determined by the Executive Board. In the event an unforeseen exigent circumstance or uninsured civil judgment results in costs to the Organization in excess of the budgeted expenses for operation and administration, the Executive Board is authorized to proportionately levy, by percentage of total operating budget responsibility, additional fees to cover the unexpected liability. Such excess costs shall be promptly remitted, upon demand, to Benton County Emergency Services. If the cost overrun is solely attributable to a single agency's action or inaction, the entire cost overrun shall be borne by that agency.
- C. 800MHz Fund. The Former (pre-2025) 800MHz Fund shall be used for the maintenance and operation of the pre-2025 800MHz radio system, whether analog or digital, utilized by BCES (locations include BCES, Badger Mountain, Joe Butte, Sillusi Butte, Golgotha Butte, Prosser Butte, Rattlesnake Mountain, Red Mountain) until such time as the Benton-Franklin 800MHz System is constructed and operational. At such time, any funds remaining in the Former (pre-2025) 800MHz Fund shall be transferred to the new Benton-Franklin 800MHz Fund. The Executive Board is authorized to levy annual radio assessments upon all Parties who use radios under the Former (pre-2025) 800MHz system, and to impose contract fees upon any

contracting agencies for use of the same. Assessments shall be determined annually by the Executive Board for inclusion in the Parties' annual budgets. Assessments shall be paid in periodic installments on a schedule determined by the Executive Board. In the event an unforeseen exigent circumstance or uninsured civil judgment results in costs to the Organization in excess of the budgeted expenses for operation and administration of the Former (pre-2025) 800MHz system, the Executive Board is authorized to proportionately levy, by percentage of the Parties' total 800MHz operating budget responsibility, additional fees to cover the unexpected liability. Such excess costs shall be promptly remitted, upon demand, to Benton County Emergency Services. If the cost overrun is attributable solely to a single agency's action or inaction, the entire cost overrun shall be borne by that agency.

In order to improve coverage of the Former (pre-2025) 800MHz radio system maintained and operated by BCES in certain areas of unincorporated Benton County, one (1) communication site on Red Mountain will be constructed consisting of a trunked simulcast repeater; one (1) microwave; an equipment shelter; a tower; a generator; a fuel tank; and batteries (the "Communication Site"). To integrate the new Communication Site into the existing system, the Golgotha ASTRO 25 Repeater Site must be upgraded with certain hardware, software and services (the "Golgotha Upgrade"). To facilitate construction of the Communication Site and the Golgotha Upgrade, Benton County has satisfied its commitment to provide BCES, by and through its Administrative Jurisdiction, Three Million Dollars (\$3,000,000) for BCES to purchase and install the Communication Site and Golgotha Upgrade. Benton County further agrees to directly pay the costs of easement acquisition, design, and construction of a means of ingress and egress, along with provision of utilities (specifically electric) to a parcel agreed upon by Benton County on which the Communication Site will be located. All operational costs of the Communication Site shall be paid by the Parties hereto in the same manner as other operational costs paid from the 800MHz fund.

The Administrative Jurisdiction is responsible for compliance with applicable procurement laws respecting the purchase and installation of the Communication Site and Golgotha Upgrade. Benton County is responsible for compliance with applicable procurement laws respecting the access easement to the Communication Site.

The Administrative Jurisdiction agrees to maintain the deposits from Benton County in an interest bearing account, and interest will accrue to the benefit of BCES and may be expended on the Communication Site. The Administrative Jurisdiction will continue send to Benton County a written summary of the expenses incurred for the purchase and installation of the Communication Site every thirty (30) days until the Communications Site is completed. Within thirty (30) days of release of retainage to the contractor for the Communication Site work, the Administrative Jurisdiction will return to Benton County the balance of all deposits made by Benton County for the Communication Site that were not expended.

Parties to this Agreement who use the 800MHz system will continue to contribute to its operation and maintenance costs, including costs for operation and maintenance of the Communication Site, through annual radio assessments.

- D. Benton-Franklin 800MHz Fund. The Benton-Franklin 800MHz Fund shall be used for the maintenance and operation of the bi-county 800MHz radio system, whether analog or digital, utilized by BCES. The Executive Board is authorized to levy annual radio assessments upon all Parties who use radios under the Benton-Franklin 800MHz system, and to impose contract fees upon any contracting agencies for use of the same. Assessments shall be determined annually by the Executive Board for inclusion in the Parties' annual budgets. Assessments shall be paid in periodic installments on a schedule determined by the Executive Board. In the event an unforeseen exigent circumstance or uninsured civil judgment results in costs to the Organization in excess of the budgeted expenses for operation and administration of the Benton-Franklin 800MHz system, the Executive Board is authorized to proportionately levy, by percentage of the Parties' total 800MHz operating budget responsibility, additional fees to cover the unexpected liability. Such excess costs shall be promptly remitted, upon demand, to Benton County Emergency Services. If the cost overrun is attributable solely to a single agency's action or inaction, the entire cost overrun shall be borne by that agency.
- E. Benton County Microwave System Fund. The Former (pre-2024) Benton County Microwave System Fund shall be used for the maintenance and operation of the Benton County Microwave System utilized by BCES until such time as the new Benton-Franklin Microwave System is constructed and operational. At such time, any funds remaining in the Former (pre-2024) Benton County Microwave Fund shall be transferred to the new Benton-Franklin Microwave System Fund. The Executive Board is authorized to levy annual assessments upon all Parties who use the Benton County Microwave System, and to impose contract fees upon any contracting agencies. Such assessments shall be determined annually by the Executive Board for inclusion in the Parties' annual budgets. Assessments shall be paid in periodic installments on a schedule determined by the Executive Board. In the event an unforeseen exigent circumstance or uninsured civil judgment results in costs to the Organization in excess of the budgeted expenses for maintenance and operation of the Benton County Microwave System, the Executive Board is authorized to proportionately levy, by percentage of the Parties' total Benton County Microwave System budget responsibility, additional fees to cover the unexpected liability. Such excess costs shall be promptly remitted, upon demand, to Benton County Emergency Services. If the cost overrun is solely attributable to a single agency's action or inaction, the entire cost overrun shall be borne by that agency. Neither Franklin County nor any of the Parties to this Agreement located therein shall acquire or be deemed to have acquired any ownership interest whatsoever in any property or equipment that comprises the Benton County Microwave System.
1. Franklin County Microwave System. Although the Former (pre-2024) Benton County Microwave System and the Former (pre-2024) Franklin County Microwave System are technically interconnected and create a Bi-County Microwave System utilized by BCES, Benton County and those Parties to this Agreement who are located therein are the only Parties obligated to contribute to the Former (pre-2024) Benton County Microwave System as provided under Section 4.D above. Franklin County shall be solely responsible for all costs associated with maintenance, operation and improvements to the Former (pre-2024)

Franklin County Microwave System. Neither Benton County nor any of those Parties to this Agreement located therein shall acquire any ownership interest whatsoever in any property or equipment that comprises the Former (pre-2024) Franklin County Microwave System. Franklin County shall defend, indemnify and hold harmless Benton County and those Parties to this Agreement who are located therein for all claims related in any way to, Franklin County's maintenance or operation of the Former (pre-2024) Franklin County Microwave System as it presently exists or is modified in the future. "Claim" means any loss, claim, suit, action, liability, damage or expense of any kind or nature whatsoever, including but not limited to attorneys' fees and costs, attributable to personal or bodily injury, sickness, disease or death, or injury to or destruction of property, including the loss of uses resulting therefrom.

- F. Benton-Franklin Microwave System Fund. The new Benton-Franklin Microwave System Fund shall be used for the maintenance and operation of the Benton-Franklin Microwave System utilized by BCES upon completion of its construction. The Executive Board is authorized to levy annual assessments upon all Parties who use the Benton-Franklin Microwave System, and to impose contract fees upon any contracting agencies. Such assessments shall be determined annually by the Executive Board for inclusion in the Parties' annual budgets. Assessments shall be paid in periodic installments on a schedule determined by the Executive Board. In the event an unforeseen exigent circumstance or uninsured civil judgment results in costs to the Organization in excess of the budgeted expenses for maintenance and operation of the Benton-Franklin Microwave System, the Executive Board is authorized to proportionately levy, by percentage of the Parties' total Benton-Franklin Microwave System budget responsibility, additional fees to cover the unexpected liability. Such excess costs shall be promptly remitted, upon demand, to Benton County Emergency Services. If the cost overrun is solely attributable to a single agency's action or inaction, the entire cost overrun shall be borne by that agency.
- G. The BCES Director, upon approval by the Executive Board, is authorized to make expenditures on behalf of the Organization in accordance with the policies and procedures of the Administrative Jurisdiction.
- H. An annual budget for the Organization shall be prepared by the BCES Director in accordance with the policies and procedure of the Administrative Jurisdiction. The annual operating budget requires Executive Board approval.
- I. Contribution to SECOMM Fund. The Parties acknowledge that Franklin County and Pasco each made irrevocable contributions of Five Hundred Thousand Dollars (\$500,000) to the SECOMM Fund as their buy-in for BCES membership pursuant to the 2017 BCES Transition and Buy-In Agreement. These contributions are non-refundable should Franklin County or Pasco withdraw from BCES.
- J. Radio System Upgrade (SUA). In each BCES budget, the allocation of costs to support the trunked radio system shall be equally divided between Benton County, Franklin County, and

the cities of Kennewick, Pasco and Richland. Contributions made by Franklin County and Pasco shall not create, nor be construed to create, any ownership interest in the trunked radio system.

- K. Capital Investment - 2024 Benton-Franklin Microwave System. The counties of Benton and Franklin and the cities of Kennewick, Richland and Pasco will jointly fund and acquire a bi-county microwave system to be owned by the five (5) member agencies as follows: twenty percent (20%) ownership by Benton County; twenty percent (20%) ownership by Franklin County; twenty percent (20%) ownership by Kennewick; twenty percent (20%) ownership by Richland; and twenty percent (20%) ownership by Pasco (the “Owner Entities”). The bi-county microwave system will be constructed/installed by and through the Administrative Jurisdiction and operated by Benton County Emergency Services. The Owner Entities shall pay their respective financial contribution of one-fifth (20%) of the actual total capital project cost to the Administrative Jurisdiction, on behalf of BCES, within thirty (30) calendar days of receipt of a detailed invoice. The capital project cost shall be determined based on the actual project cost reflected in the Motorola Project No. WA-21P120A_Richland agreement. Failure of any of the Owner Entities to remit payment as required herein shall result in suspension of services to the non-compliant Owner Entity by BCES.
- L. Capital Investment - 2025 Benton-Franklin 800MHz System. The counties of Benton and Franklin and the cities of Kennewick, Richland and Pasco will jointly fund the purchase of necessary subscriber units (mobile and portable radios) and additional tower infrastructure to create a bi-county radio network to be owned by the five (5) member agencies as follows: twenty percent (20%) ownership by Benton County; twenty percent (20%) ownership by Franklin County; twenty percent (20%) ownership by Kennewick; twenty percent (20%) ownership by Richland; and twenty percent (20%) ownership by Pasco (the “Owner Entities”). The bi-county 800MHz system and subscriber units will be constructed/installed/purchased by and through the Administrative Jurisdiction and operated by Benton County Emergency Services. The Owner Entities shall pay their respective financial contribution of one-fifth (20%) of the actual total capital project cost to the Administrative Jurisdiction, on behalf of BCES, within thirty (30) calendar days of receipt of a detailed invoice. The capital project cost shall be determined based on the actual project cost reflected in Motorola Project Nos. WA-23P072 (infrastructure) and WA-24P073M (subscriber units) agreements. Failure of any of the Owner Entities to remit payment as required herein shall result in suspension of services to the non-compliant Owner Entity by BCES.

5. PROPERTY AND EQUIPMENT

- A. Ownership Interests Maintained. Except as authorized by the Executive Board with respect to transfer by FEMA of ownership of assets acquired with Chemical Stockpile Emergency Preparedness Program (“CSEPP”) funds, the Former (pre-2025) digital 800MHz radio system, the Former (pre-2024) Benton County Microwave System Fund, and the ownership interests in property, equipment, or funds acquired by or through Benton County Emergency

Management shall continue to be shared by Benton County and the cities of Kennewick, Richland, West Richland, Prosser, and Benton City in proportion to the financial and in-kind contribution of each party in the year such property, equipment, or monies was acquired, unless provided otherwise herein. Franklin County and Pasco shall take no ownership interest whatsoever in any property, equipment or monies belonging to BCES unless said ownership interest is expressly identified herein.

- B. Benton PUD Property Interests. Buildings and towers owned by Benton PUD, and site or ground leasehold interests held by Benton PUD at the Prosser site, the Joe Butte Site, and the Umatilla Ridge site will remain in Benton PUD's ownership or leasehold interest. State-owned pre-2024 microwave system or parts to which Benton PUD previously enjoyed a right of first refusal have been transferred to the joint ownership of Benton County and the cities of Kennewick and Richland in the following percentages: fifty percent (50%) to Benton County; twenty-five percent (25%) to Kennewick; twenty-five percent (25%) to Richland.
- C. Specific Properties Owned Solely By Benton County, Richland and Kennewick. All Parties hereto acknowledge that the federal government may have ownership interests or rights with respect to equipment purchased with funds provided by the federal government. All Parties further acknowledge and agree that the Communication Site on Red Mountain as referenced in Section 4.C above shall be owned exclusively by Benton County. All Parties further acknowledge and agree that the Former (pre-2025) digital 800MHz radio system, the real property and improvements located at 651 Truman Avenue in Richland, Washington, the leasehold interests and other 800MHz equipment used by Benton County Emergency Services and the Parties hereto at the several existing sites, and the Former (pre-2024) Benton County Microwave System used by Benton County Emergency Services shall be owned exclusively by Benton County and the cities of Richland and Kennewick as follows: fifty percent (50%) ownership by Benton County; twenty-five percent (25%) ownership by Kennewick; twenty-five percent (25%) ownership by Richland. The contributions by Pasco and Franklin County required pursuant to Section 4.H above do not create any ownership interests in the above assets by those entities.
- D. Ownership Interests – SECOMM Fund. Property, equipment and funds acquired through the Southeast Communications Center Fund prior to June 26, 2018 shall be owned as follows: fifty percent (50%) ownership by Benton County; twenty-five percent (25%) ownership by Kennewick; twenty-five percent (25%) ownership by Richland. Property, equipment, or monies acquired through the Southeast Communications Center Fund on and after June 26, 2018 shall be owned in equal shares by Benton County, Franklin County and the cities of Kennewick, Richland and Pasco, except to the extent acquired through revenue of E911 taxes as set forth below. Benton County, Franklin County and the cities of Kennewick, Pasco and Richland are the only Parties to this Agreement responsible for contributing toward capital expenditures in the budget process.

- E. Ownership Interests – E911 Taxes. Property, equipment, or monies acquired through the receipt of E911 taxes shall be the property of Benton and Franklin Counties based on the percentage of E911 tax funds contributed by each county toward said property, equipment or monies.
- F. Ownership Interests – Bi-County Microwave System and Bi-County 800MHz System. The Benton-Franklin Microwave System and the Benton-Franklin 800MHz System shall be owned in equal shares of one-fifth (20%) by the following member agencies: Benton County, Franklin County, and the cities of Kennewick, Richland and Pasco. No other member agencies shall have an ownership interest in the Benton-Franklin Microwave System or Benton-Franklin 800MHz System.

6. PUBLIC RECORDS REQUESTS

- A. All communications records generated in connection with incidents/calls for service for which a member/participating agency is contacted or to which a member/participating agency is dispatched are public records of said member/participating agency (e.g., 911 calls/texts, radio traffic, CAD event chronologies, etc.). All records exclusive of communications records prepared, owned, used or retained by BCES are public records of BCES (e.g., contracts, budget, emergency management plans, employee communications, policy manuals, etc.).
- B. The member agencies irrevocably delegate to the Administrative Jurisdiction the responsibility to set retention values for all records prepared, owned, used or retained by BCES, including records owned by the member agencies; provided, however, that in no event shall the retention values established by the Administrative Jurisdiction fall below the retention values set by state law. Participating agencies subscribing to BCES for dispatch services must agree via contract to delegate records retention responsibility to BCES's Administrative Jurisdiction consistent with this subsection.
- C. Requests for communications records sought under the Washington State Public Records Act, Chapter 42.56 RCW, and directed to a member/participating agency will be processed directly by the member/participating agency receiving the request. The member/participating agency is responsible for coordinating with BCES records staff to search for and produce all responsive records in a manner to be determined by the BCES Executive Director. Public records requests for communications records will be processed by the member/participating agency pursuant to that agency's established public records policy; BCES's only role in such instances is to retain records consistent with paragraph 6.B, conduct an adequate search for and produce to the member/participating agency all responsive records located pursuant to search terms provided by the member/participating agency upon request, and retain search documentation describing how responsive records are located. The Parties acknowledge that the member/participating agency processing the public records request has the ultimate authority to release, redact or withhold its own records consistent with the Washington State Public Records Act.

- D. In the event a court of competent jurisdiction determines, after litigation on the merits, that a member/participating agency is liable under the Public Records Act based solely on a finding of inadequate search conducted by BCES records staff, the Administrative Jurisdiction agrees to indemnify the member/participating agency to the extent of penalties and costs awarded solely as a result of the inadequate search for BCES communications records. The Administrative Jurisdiction's obligation to indemnify a member/participating agency under this section shall be conditioned upon the member/participating agency proving that:
1. The member/participating agency responded promptly and diligently to all communication from the requestor indicating that additional records were due; and
 2. The member/participating agency promptly notified BCES staff of the requestor's communication so that additional searches could be performed.

Indemnification is not available in cases where the Court's finding of inadequate search resulted from the member/participating agency's failure to generate adequate search terms.

- E. To the extent legal review is needed to respond to a public records request, said review will be provided by the City Attorney or other legal counsel for the member/participating agency responsible for processing the public records request. When a public records request is for records prepared, owned, used or retained by BCES exclusive of communications records, the City Attorney for the Administrative Jurisdiction will provide the review. The Parties acknowledge that the Administrative Jurisdiction has ultimate authority to release, redact or withhold records consistent with the Washington State Public Records Act when the request is for records exclusive of communications records.

7. DURATION OF AGREEMENT; TERMINATION

This Agreement shall become effective only upon execution by all Parties and filing with each County Auditor in compliance with RCW 39.34.040. Upon the effective date, this Agreement shall replace all prior oral agreements, contracts, interlocals and amendments thereto, including those agreements that have been recorded with the Benton County Auditor, and shall specifically, but without limitation, supersede the Interlocal Agreement for Benton County Emergency Services recorded with the Benton County Auditor on October 1, 1996, the Interlocal Agreement for Benton County Emergency Services Interlocal Cooperation Agreement effective September 1, 2006, Amendment 1 thereto dated May 11, 2009, the 2012 BCES Interlocal Agreement recorded with the Benton County Auditor on January 23, 2012, the Second Amended and Restated Interlocal Agreement for Benton County Emergency Services recorded with the Benton County Auditor on July 2, 2018, Amendment No. 1 thereto recorded on August 27, 2020, and the Third Amended and Restated Interlocal Agreement for Benton County Emergency Services recorded with the Benton County Auditor and Franklin County Auditor on April 4, 2024. The initial term of this Agreement shall be ten (10) years, after which this Agreement shall automatically extend for successive five (5) year terms unless one or more Parties objects to extending the Agreement no later than six (6) months prior to expiration. Objections to extension of this Agreement shall be submitted in writing

to the Executive Board.

8. AMENDMENTS

Amendments to this Agreement shall only be made upon an affirmative vote of all eleven (11) member agencies voting in favor of amendment. This section shall not affect how the Board operates and conducts its business.

9. WITHDRAWALS

Any Party may withdraw from this Agreement upon providing six (6) months' advanced written notice to the Executive Board. A withdrawing Party shall remain liable for obligated payments, and shall be refunded any payments made but not obligated prior to the date of actual withdrawal. Any Party so withdrawing shall be responsible for complying with Washington State law regarding its obligations to provide emergency management and dispatch services. Upon the act of withdrawing from this Agreement, the withdrawing Party shall be deemed to have forfeited and released all ownership interest it may have in any property, equipment or monies it may have or otherwise been eligible to receive under this Agreement.

10. ALLOCATION OF LIABILITY; INDEMNIFICATION

- A. Each party shall be solely responsible for its own wrongful or negligent conduct. Each party promises to indemnify and hold harmless and release all other Parties from any loss, claim or liability arising from or out of the negligent tortious actions or inactions of its employees, officers and officials. Such liability shall be apportioned among the Parties or other at-fault persons or entities in accordance with the laws of the state of Washington. Nothing herein shall be interpreted to:
1. Waive any defense arising out of RCW Title 51.
 2. Limit the ability of a Party to exercise any right, defense, or remedy which a Party may have with respect to third parties or the employee(s) whose action or inaction gave rise to loss, claim or liability, including, but not limited to, an assertion that the employee(s) acted beyond the scope of employment.
 3. Cover or require indemnification or payment of any judgment against any individual or agency for intentionally wrongful conduct outside the scope of employment of any individual, or for judgment for punitive damages against any individual or agency. Payment of punitive damage awards, fines or sanctions shall be the sole responsibility of the individual against whom said judgment is rendered and/or his or her agency employer, should that employer voluntarily elect to make said payment. This Agreement does not require indemnification of any punitive damage awards or for any order imposing fines or sanctions.

11. SEVERABILITY

If any part of this Agreement is held to be illegal or unenforceable by a court of competent jurisdiction, to the extent possible and practicable, the remaining parts of the Agreement shall remain in effect and be binding upon all Parties hereto.

12. NO SEPARATE LEGAL ENTITY

No separate legal entity is created upon execution of this Interlocal Agreement.

13. GOVERNING LAW; VENUE

Jurisdiction and venue for any action relating to the interpretation, enforcement, or any dispute arising from this Agreement shall be in Yakima County Superior Court. This Agreement shall be construed in accordance with the laws of the State of Washington.

14. WAIVER

No waiver by any Party hereto of any terms or conditions of this Agreement shall be deemed or construed to be a waiver of any other term or condition, nor shall the waiver of any breach be deemed or construed to constitute a waiver of any subsequent breach, whether of the same or any other term or condition of this Agreement.

15. NO THIRD-PARTY RIGHTS

Nothing in this Agreement shall create or be deemed to create any rights in any person or entity not a party to this Agreement.

[Signature Page to Follow]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates identified next to their signatures below.

BENTON COUNTY, WASHINGTON

FRANKLIN COUNTY, WASHINGTON

By: Michael Alvarez Date
Chairman, Benton County Commission

By: Rocky Mullen Date
Chairman, Franklin County Commission

By: Jerome Delvin Date
Benton County Commissioner

By: Steve Bauman Date
Franklin County Commissioner

By: William McKay Date
Benton County Commissioner

By: Clint Didier Date
Franklin County Commissioner

Attest:

Attest:

Clerk of the Board

Clerk of the Board

Approved as to Form:

Approved as to Form:

Ryan Brown
Chief Deputy Prosecuting Attorney, Civil

By: Jeff Briggs
Franklin County Chief Civil Deputy
Prosecutor

[Signatures Continue Below]

CITY OF PASCO

By: Adam Lincoln Date
Pasco City Manager

Attest:

Debby Barham, City Clerk

Approved as to Form:

Eric Ferguson, Pasco City Attorney

CITY OF RICHLAND

By: Jon Amundson, ICMA-CM Date
Richland City Manager

Attest:

Jennifer Rogers, City Clerk

Approved as to Form:

Heather Kintzley, Richland City Attorney

CITY OF KENNEWICK

By: Erin Erdman Date
Kennewick City Manager

Attest:

Krystal Townsend, City Clerk

Approved as to Form:

Laurencio Sanguino
Kennewick City Attorney

CITY OF WEST RICHLAND

By: Brent Gerry Date
Mayor

Attest:

Stephanie Haug, City Clerk

Approved as to Form:

Jessica Foltz
West Richland City Attorney

[Signatures Continue Below]

CITY OF PROSSER

By: Gary Vegar Date
Mayor

Attest:

Rachel Shaw, City Clerk

Approved as to Form:

Howard Saxton, Prosser City Attorney

CITY OF BENTON CITY

By: Len Burton Date
Mayor

Attest:

Stephanie Haug, City Clerk

Approved as to Form:

Eric Ferguson, City Attorney for Benton
City

BENTON COUNTY FIRE PROTECTION DISTRICTS 1, 2, AND 4

By: _____, Commission Chair
BCFPD #1

Date: _____

Attest: _____

By: _____ Commission Chair
BCFPD #2

Date: _____

Attest: _____

By: _____, Commission Chair
BCFPD #4

Date: _____

Attest: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority 2 - Financial Sustainability

Strategic Priority 3 - Focused Development

Subject:

Resolution No. 2025-09, Accepting a Hanford Area Economic Investment Fund Advisory Committee Grant for the Northwest Advanced Clean Energy Park Sewer Infrastructure Project

Department/Office
Development Services

Ordinance/Resolution Number:
2025-09

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-09, authorizing the City Manager to sign and execute a grant agreement with HAEIFAC to receive \$462,530 in grant funding to construct a sewer line extension to serve current and future sewer needs in the Northwest Advanced Clean Energy Park.

Summary:

On April 5, 2022, Richland City Council adopted Resolution No. 2022-47 to authorize grant submissions that support infrastructure projects in north Richland, including the area now known as the Northwest Advanced Clean Energy Park (NACEP). The Hanford Area Economic Investment Fund Advisory Committee (HAEIFAC) supports economic development in the region by providing funding for qualifying projects. On August 20, 2024, the City submitted a grant application to HAEIFAC in the amount of \$462,530 to support the City's construction of a sewer line in the NACEP. On October 22, 2024, the City was notified of its award of \$462,530. The deadline to accept this grant opportunity is January 31, 2025.

HAEIFAC was established by legislative action in 1991 to advise the director of the Washington State Department of Commerce on how to spend funds accumulated from moneys remitted to a county in which a low-level radioactive waste disposal facility is located. HAEIFAC is authorized by RCW 43.31.222 and RCW 43.31.428 to make grants to public organizations to assist them in financing certain projects.

Acceptance of this grant is in the City's best interest.

Staff recommends adoption of Resolution No. 2025-09.

Fiscal Impact:

This grant will provide \$462,530 for a sewer line extension in the Northwest Advanced Clean Energy Park. This funding will help to reduce the City's cost, which is primarily being funded with a Community Economic Revitalization Board (CERB) loan received earlier in 2024.

Attachments:

1. Resolution No. 2025-09
2. City of Richland Grant Offer Letter
3. Proposed HAEIFAC Grant Agreement

RESOLUTION NO. 2025-09

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
ACCEPTING A HANFORD AREA ECONOMIC INVESTMENT
FUND ADVISORY COMMITTEE GRANT FOR THE NORTHWEST
ADVANCED CLEAN ENERGY PARK SEWER INFRASTRUCTURE
PROJECT.**

WHEREAS, the Hanford Area Economic Investment Fund Advisory Committee (HAEIFAC) administers a grant program for projects that focus on creating jobs that encourage new development and that diversify the economy in Benton and Franklin counties; and

WHEREAS, on April 5, 2022, Richland City Council adopted Resolution No. 2022-47, authorizing staff to prepare and submit grant applications for infrastructure projects benefitting the Northwest Advanced Clean Energy Park (NACEP); and

WHEREAS, the City successfully procured a grant of \$462,530 from HAEIFAC toward the City's portion of the NACEP sewer extension project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute a grant agreement and associated documentation with the Hanford Area Economic Investment Fund Advisory Committee to accept grant funds in the amount of \$462,530 for uses as provided therein.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



HANFORD AREA ECONOMIC INVESTMENT FUND

12/20/2024

Mandy Wallner
City of Richland
625 Swift Blvd
Richland, WA 99352

Mandy Wallner,

Upon review of your proposal for the Northwest Advanced Clean Energy Park Sewer Extension Project Phase 1, the Hanford Area Economic Investment Fund Advisory Committee (HAEIFAC) has determined that this program meets our fund's goals and objectives. We are pleased to offer you the full \$462,530 grant you requested.

Attached you will find a Grant Agreement formalizing our grant relationship. This Grant Agreement explains the responsibilities and expectations of both parties. Please sign the Grant Agreement and return the entire original to us within (10) days of receipt. A final copy of the Grant Agreement will be mailed to you upon completion. Disbursal schedule procedures will be in accordance with the Grant Program Guidelines.

HAEIFAC is excited to partner with your organization on this expansion project and supporting your work in our community.

Regards,

Skip Novakovich
Committee Chair
Hanford Area Economic Investment
Fund Advisory Committee

Attachments

GRANT AGREEMENT

Hanford Area Economic Investment Fund Advisory Committee ("HAEIFAC") is authorized by RCW 43.31.222 and RCW 43.31.428 to make grants to public organizations to assist them in financing certain projects. This instrument is intended to reflect the final terms and conditions of financial assistance to the **City of Richland** hereafter referred to as the "Grantee." The purpose of this grant is to provide funding for the **Northwest Advanced Clean Energy Park Sewer Extension Project Phase** as described in the application hereinafter collectively referred to as the "Project." Assistance consists of a grant in the amount of **\$462,530.00**.

HAEIFAC and the Grantee hereby give the final approval to this contract in its entirety. This contract consists of the following documents, which are incorporated herein by this reference:

- Attachment #1 – Application Form
- Attachment #2 – General Conditions and Provisions
- Attachment #3 – Ordinance or Resolution
- Attachment #4 – Attorney's Certificate

This Contract shall be approved by the Grantee through its governing body and signed by the official representative of that body and returned to HAEIFAC by **January 31, 2025**, or such other date as may be agreed by the parties.

HANFORD AREA ECONOMIC
INVESTMENT FUND ADVISORY
COMMITTEE:

CITY OF RICHLAND:

X

X

Skip Novakovich, Chair

Print Name & Title

Date: _____

Date: _____

Attachment 2

GRANT CONDITIONS AND PROVISIONS

The following articles shall constitute General Conditions and Provisions to the Grant Agreement dated _____.

Article 1. DEFINITIONS

- A. "HAEIFAC" shall mean the Hanford Area Economic Investment Fund Advisory Committee.
- B. "Grantee" shall mean the **City of Richland**.
- C. The "Agreement" shall consist of the application, the Grant Agreement, these Conditions and Provisions, the Resolution or Ordinance accepting HAEIFAC assistance, the Attorney's Certificate, and shall include all amendments to the documents.
- D. This Agreement shall be construed for all purposes as a contract entered into pursuant to the laws of the State of Washington.

Article 2. EXECUTION, CORRELATION AND INTENT OF DOCUMENTS

The contract documents are complementary, and what is called for by one shall be binding as if called for by all.

Article 3. PERMITS, LAWS AND REGULATIONS

All permits and licenses necessary for the prosecution of the Project as defined in the Grant Agreement shall be secured and paid for by the Grantee. Easements for permanent structures or permanent changes in existing facilities shall likewise be secured and paid for by the Grantee.

The Grantee shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the project work.

The Grantee must evidence satisfactory completion of all necessary permit processes.

The Grantee shall comply with all relevant local, state and federal regulations.

Article 4. COMPLETION OF CONTRACT ARRANGEMENTS

The Grantee must complete contract requirements in accordance with Article 6 below or other time designated by HAEIFAC. At its discretion, HAEIFAC may grant a written request by the Grantee to extend the deadline for completing contract requirements.

Article 5. DISBURSEMENT OF FUNDS

Funds will be disbursed on a reimbursable basis only.

The precise terms of disbursement shall be as follows:

The initial installment shall be payable upon HAEIFAC's receipt and acceptance of documentation certifying the project starting date and appropriate certification of the amounts paid to date. The second and any additional payments will be made in a similar manner and will include a recap of expenditures providing a breakdown of funds disbursed in the previous installment. HAEIFAC reserves the right to require additional documentation regarding expenditures for which reimbursement is requested.

Total funds disbursed shall not exceed actual amounts required for the project described or the amount of the HAEIFAC award, whichever is the lesser.

HAEIFAC will not recognize any requests for Project cost overruns. No payments will be made except as expressly provided herein.

Article 6. PROJECT PERFORMANCE

The Grantee's performance shall commence within one hundred twenty (120) days after execution of this Agreement, unless otherwise specified in these Special Conditions and Provisions. Extension may be considered upon appropriate written request. Any changes are to be incorporated into this document as amendments to the Special Conditions and Provisions. All amendments must be in writing and signed by the parties.

If at any time during the term of this Agreement HAEIFAC determines that project performance is unsatisfactory, including, but not limited to: (a) defective work not remedied, or (b) a reasonable doubt that the Agreement can be completed for the balance then unpaid, HAEIFAC reserves the right to withhold payments until the problem is remedied or to exercise its rights of termination under Article 15 of this Agreement.

Article 7. GRANTEE SHALL CONTINUOUSLY MAINTAIN PROTECTION OF PROJECT WORK AND PROPERTY AT GRANTEE'S RISK

The Grantee shall continuously maintain adequate protection of all the project work from damage and shall protect the property from injury or loss arising in connection with this Agreement. The entire work of the Grantee shall be at the sole risk of the Grantee. The Grantee may elect to secure fire, extended coverage and vandalism insurance or all-risk insurance to cover the project work during the course of construction.

The Grantee shall take all necessary precautions for the safety of employees working on the project, and shall comply with all applicable provisions of federal, state and local safety laws and

building codes to prevent accidents or injuries to persons, on, about, or adjacent to the premises where the work is being performed.

Article 8. ACCESS TO WORK AND RECORDS

All property, facilities, and records developed pursuant to this Agreement shall be available for inspection upon request during regular business hours by HAEIFAC or its authorized representatives, the Washington State Auditor, or other state or federal government officials. All records supporting every request for payment shall be maintained in a manner which will provide an audit trail to the expenditures, for a minimum of six years from the Agreement termination date. Access to such property, facilities and records shall be provided at no cost.

Copies of records shall be furnished to HAEIFAC immediately upon request, at not cost. This paragraph shall be included in any and all subcontracts let by the Grantee under this Agreement.

Article 9. INDEMNIFICATION

The Grantee shall defend, protect, and hold harmless HAEIFAC and any HAEIFAC officers, employees, and agents from all claims, suits, and or actions arising from any damage caused, negligent act, or omission of the Grantee or any authorized Sub-Grantee, or any employees or agents of either while performing this Agreement.

Article 10. DISPUTE RESOLUTION

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the parties and it cannot be resolved through discussion and negotiation, either party may request a dispute hearing. The parties shall select a dispute resolution team to resolve the dispute. The team shall consist of a representative appointed by HAEIFAC, a representative appointed by the Grantee, and a third party mutually agreed upon by both parties. The team shall attempt, by majority vote, to resolve the dispute. The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Article 11. GOVERNING LAW AND VENUE

The Agreement shall be construed and enforced in accordance with, and the validity and performance hereof shall be governed by, the laws of the State of Washington. Venue of any suit between the parties arising out of this Agreement shall be the Superior Court of Thurston County, Washington.

Article 12. NONDISCRIMINATION

During the performance of this Agreement, the Grantee shall comply with all applicable federal and state nondiscrimination laws, regulations and policies. In the event of the Grantee's noncompliance or refusal to comply with any nondiscrimination law, regulation, or policy, this

Agreement may be rescinded, canceled or terminated in whole or in part. The Grantee shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

Article 13. CONTINGENCIES

HAEIFAC's approval of disbursement of funds pursuant to this Agreement is contingent upon strict compliance by the Grantee with the terms of this Agreement.

Article 14. PERFORMANCE REPORTING

The Grantee shall submit progress reports as required by HAEIFAC, but not less than quarterly. The Grantee shall also promptly report, in writing any problems, delays, or adverse conditions which will materially affect the ability to meet project objectives, time schedules, or work units by the established time period. This disclosure shall be accompanied by a statement of the action taken or contemplated by Grantee and any HAEIFAC assistance needed to resolve the situation.

Within forty-five (45) days of project completion or whenever HAEIFAC project assistance is terminated, the Grantee shall submit a project completion report to HAEIFAC, signed by the Grantee's responsible party, which shall include an accounting of all expenditures, a description of work accomplished, further refinement of private sector permanent employment impacts, etc. If the Project is not completed, the report shall contain an estimate of the percentage of completion, and shall contain a final accounting summarizing all expenditures not previously reported and shall include an overall summary for the entire project. The Grantee shall comply with applicable grant management requirements of the Washington State Auditor.

After submission of the project completion report, the Grantee shall continue, as required, or for up to five (5) years, to provide updates on the economic impact of the Project. The updates shall be in a format acceptable to HAEIFAC and describe, but not be limited to, the private sector employment and investment activity resulting from the project and any leveraged funds related to the project.

Article 15. TERMINATION

HAEIFAC may require strict compliance by the Grantee with the terms of this Agreement, including but not limited to, the requirements of the applicable statutes incorporated in this Agreement, and with the representations of the Grantee in its application for a grant as finally approved by HAEIFAC.

Upon written notice to the Grantee, all obligations of HAEIFAC under this Agreement may be suspended or canceled at the option of HAEIFAC if any of the following occur:

- A. The Grantee has failed to make satisfactory and reasonable progress to complete the Project, or HAEIFAC concludes it will be unable to complete the Project or any portion of it.
- B. The Grantee has either made misrepresentations in its application or in any other information furnished to HAEIFAC in connection with the Project, which misrepresentations would have provided a basis upon which the application would have otherwise been rejected, or conditions placed in an offer of grant award. Upon written notice to the Grantee, HAEIFAC may suspend, or may terminate, the obligation to provide funding to the Grantee under this Agreement in the event of any breach or anticipatory failure by the Grantee to assure performance of any of the obligations under this Agreement, including the probable failure to occur of all or any of the private development or expansion which justified the project. HAEIFAC may at its absolute discretion, provide a reasonable time for such defect to be cured, including allowing the Grantee to find a satisfactory replacement in private development. Any such replacement must be approved by HAEIFAC.
- C. In the event that any portion of the grant amount has been paid to the Grantee under this Agreement at the time of breach, or failure of the Grantee to satisfactorily perform or failure of the private development to occur, HAEIFAC may require that the full amount of the grant, or a portion thereof, be repaid within a period specified by HAEIFAC not less than ninety (90) days following demand.

Article 16. RESTRICTIONS ON CONVERSION OF FACILITY TO OTHER USES

The Grantee shall not convert any property or facility acquired or developed pursuant to this Agreement to uses other than those for which HAEIFAC assistance was originally approved for a period of 25 years without the prior written approval of HAEIFAC. If HAEIFAC no longer exists at the time of the proposed conversion, such written approval must be obtained from HAEIFAC's successor in interest.

In the event that the Grantee converts any such property or facility to an unapproved use, the Grantee shall pay to HAEIFAC all funds disbursed under this Agreement with interest in full upon demand.

Article 17. NONWAIVER OF HAEIFAC RIGHTS

HAEIFAC's failure to insist upon the strict performance of any provision or to exercise any right based upon a breach of the contract or HAEIFAC's acceptance, in whole or in part, of any defective performance, shall not constitute a waiver of any rights under this Agreement.

Article 18. DUPLICATION OF EFFORT

No work to be performed under this Agreement shall duplicate any work to be charged against any other contract, subcontract, or other source. This provision shall be included in any

subcontract. The Grantee shall advise HAEIFAC, in writing, of any other work it has performed or is performing which might duplicate work under this Agreement.

Article 19. AMENDMENTS

Either party may, from time to time, request amendments to this Agreement. Any such change shall be effective only if committed to writing, signed by all parties, and incorporated into this Agreement.

Article 20. IDENTIFYING MARKERS

HAEIFAC reserves the right to display, or require Grantee to display, during the period covered by this Agreement and after project completion, appropriate signs or markers identifying the roles of HAEIFAC as a participant financially in the Project.

Article 21. INSURANCE COVERAGE

The Grantee shall be in full compliance with all state unemployment and industrial insurance laws while performing work under this Agreement. HAEIFAC will not be responsible for payment of industrial insurance premiums or for any other claim or benefit for the Grantee, or any Sub-Grantee or employee of the Grantee, which might arise under the industrial insurance laws during performance of this Agreement.

Article 22. NOTICES

All notices, demands, requests, consents, approvals, and other communication which may be or are required to be given by either party to the other under this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes when delivered or mailed by first class postage or certified mail, postage prepaid, addressed as follows:

A. Notice to HAEIFAC

Hanford Area Economic Investment Fund Advisory Committee
P.O. Box 3580
Pasco, WA 99302

B. Notice to Grantee

Mandy Wallner
City of Richland
625 Swift Blvd
Richland, WA 99352

or to such other official or addresses the Grantee shall have furnished to HAEIFAC in writing.

Article 23. ACCOUNTING

Project cost accounting will be accomplished within prescribed standards as approved by the Office of the State Auditor and material and records evidencing such accounting shall be held available for audit by the State Auditor, Division of Municipal Corporations, State of Washington for a period of up to six (6) years following completion of this Agreement. A copy of the State Auditor's report(s) of the project will be provided to HAEIFAC by the Grantee.

Article 24. AUDIT

HAEIFAC may require the Grantee to submit to an audit by HAEIFAC by an auditor selected by HAEIFAC. Under no circumstances are audit costs eligible for reimbursement by HAEIFAC. All costs associated with an audit requested by HAEIFAC are the sole responsibility of the Grantee. The Grantee is responsible for any audit exceptions incurred by its own organization or that of its Sub-Grantees.

HAEIFAC reserves the right to recover from the Grantee all disallowed costs resulting from the audit.

Article 25. NOTICE OF ALLEGED IMPROPRIETIES

The Grantee shall immediately notify HAEIFAC if any unit of government is investigating any activities in connection with this loan or grant.

Article 26. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion, HAEIFAC may terminate the Agreement under the "Termination" clause, without the ten (10) business day notice requirement. In lieu of termination, the Agreement may be amended to reflect the new funding limitations and conditions.

HANFORD AREA ECONOMIC
INVESTMENT FUND ADVISORY
COMMITTEE:

CITY OF RICHLAND:

By: _____

Skip Novakovich

Title: Chair

Date: _____

By: _____

Title: _____

Date: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

Subject:

Resolution No. 2025-10, Authorizing a Purchase and Sale Agreement with the City of West Richland for Property located along Twin Bridges Road

Department/Office
Development Services

Ordinance/Resolution Number:
2025-10

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-10, authorizing the City Manager to sign and execute a Purchase and Sale Agreement with the City of West Richland for the purchase of 0.55 acres of surplus property along Twin Bridges Road as provided therein.

Summary:

The City of West Richland is proposing to purchase 0.55 acres of City-owned property located along the west side of Twin Bridges Road north of the Richland Irrigation Canal right-of-way. The property will be used for a domestic water intertie booster pump station that will be built, owned, and operated by the City of West Richland.

The City of West Richland does not own or operate a water treatment facility or intake facility on the Columbia River to utilize its portion of the Quad City Water Right as a water supply. Instead, Richland and West Richland entered into a Wholesale Water Service Agreement (last amended on June 20, 2023) whereby Richland provides potable water to West Richland through a metered intertie connection in south Richland. The Wholesale Water Service Agreement provides that Richland serves the City of West Richland through the withdrawal, treatment, and pumping of West Richland's portion of the Quad City Water Right and delivery of domestic water through Richland's infrastructure to West Richland.

On November 5, 2024, Richland City Council adopted Resolution No. 2024-141, authorizing an interlocal agreement with West Richland to investigate the feasibility of a new water intertie in Horn Rapids along Twin Bridges Road to serve future demand in West Richland. The intertie booster pump station along Twin Bridges Road is a component in the delivery of that domestic water supply, and will represent a hand-off point between Richland and West Richland. The Wholesale Water Service Agreement will require amendment to accommodate this water intertie. Amendments to the Agreement will be presented at a future Council meeting.

The purchase price for the 0.55-acre property is \$12,500. Richland will retain a repurchase right if West Richland determines, at any time, that the property is surplus to its municipal needs. The Economic Development Committee (EDC) did not review this transaction because sale of property between government agencies is exempt from the City's procedures governing sale or lease of city property per RMC 3.06.060.

Staff recommends adoption of Resolution No. 2025-10.

Fiscal Impact: Sale of the property to West Richland will generate \$12,500 in proceeds that will be deposited into Richland's Industrial Development Fund.

Attachments:

1. Resolution No. 2025-10
2. Proposed Purchase and Sale Agreement with West Richland
3. Vicinity Map

RESOLUTION NO. 2025-10

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING A PURCHASE AND SALE AGREEMENT BY AND
BETWEEN THE CITY OF RICHLAND AND THE CITY OF WEST
RICHLAND.**

WHEREAS, the City of Richland is the owner of approximately 0.55 acres of surplus property located along the west side of Twin Bridges Road and north of the Richland Irrigation Canal right-of-way; and

WHEREAS, pursuant to Chapter 3.06 of the Richland Municipal Code (RMC), the City of Richland has full authority to negotiate the sale of surplus property in the best interests of the City; and

WHEREAS, the aforesaid City-owned property is available for sale for the price of \$12,500; and

WHEREAS, the City of West Richland has agreed to purchase the property for the listed sale price for its development of an intertie booster pump station; and

WHEREAS, the City will retain a repurchase right under the Purchase and Sale Agreement if, at any time after closing on the sale of the property, the City of West Richland determines that said property is surplus to its municipal needs; and

WHEREAS, the sale proceeds will be spent on industrial development activities and capital improvements in the Horn Rapids Triangle.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute a Purchase and Sale Agreement and all other related documents necessary to complete the sale of property to the City of West Richland as identified herein.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

AGREEMENT FOR PURCHASE AND SALE OF REAL PROPERTY

Re: Benton County Assessor Tax Parcel No. 1 1908-100-001-010

This Agreement for Purchase and Sale of Real Property (the “Agreement”) is made and entered into between the **CITY OF RICHLAND**, a Washington municipal corporation (“Seller”), and **CITY OF WEST RICHLAND**, a Washington municipal corporation (“Purchaser”). The Effective Date of this Agreement shall be determined pursuant to the terms of Section 3.2 herein.

1. Purchase and Sale of Property. Seller agrees to sell, and Purchaser agrees to purchase, on the terms hereafter stated, the unimproved real property, located at the northwest corner of the intersection of Twin Bridges Road and the former Richland Irrigation Canal right-of-way, City of Richland, Benton County, Washington which is legally described in **Exhibit A** attached hereto (hereinafter referred to as the “Property”).

1.1. Laws and Rights. Purchaser acknowledges and agrees that the sale and conveyance of the Property to be made pursuant to this Agreement shall be subject to any and all applicable federal, state and local laws, orders, rules and regulations, and any and all outstanding rights of record or which are open and obvious on the ground.

1.2. Timing of Conveyance. The Property shall be conveyed to Purchaser at Closing by a Statutory Warranty Deed (“Deed”) subject to the Exceptions accepted or deemed accepted by Purchaser pursuant to Section 4.1 below and the Repurchase Right set forth in Section 11.13 below.

2. Purchase Price. The total purchase price for the Property shall be **Twelve Thousand Five Hundred dollars and no cents (\$12,500.00)** (the “Purchase Price”). The Purchase Price shall be paid by Purchaser to Seller in the form of all cash to be deposited in an escrow account with Cascade Title Company (the “Title Company”) at Closing (as defined in Section 6 below).

2.1. Earnest Money Deposit. As consideration for Seller’s execution and delivery of this Agreement, Purchaser will deposit with the Title Company a certified or cashier’s check or wire transfer in the amount of **Five Thousand dollars and no cents (\$5,000.00)** within five (5) business days of the Effective Date (as defined in Section 3.1 below) (the “Earnest Money Deposit”). The Earnest Money Deposit shall be credited against the Purchase Price at Closing. Purchaser shall be entitled to direct the Title Company to place the Earnest Money Deposit in an interest-bearing account of Purchaser’s choice. The Earnest Money Deposit will be returned if Purchaser terminates this Agreement during the Due Diligence Period (as defined in Section 5 below) or as otherwise expressly provided in this Agreement. However, should Purchaser default or terminate this Agreement at any time following the expiration or waiver of the Due Diligence Period, (a) the Earnest Money Deposit shall be disbursed to Seller pursuant to Section 9 herein, but only after any outstanding obligations for Title Company services as specified in 4.1 have been deducted and paid from the Earnest Money Deposit; (b) the escrow shall be canceled; and (c) neither party shall have any rights or responsibilities to the other except as otherwise expressly provided herein.

3. Conditions Precedent to Sale. This Agreement is made and executed by the parties hereto subject to the following conditions precedent:

3.1. City Approval. The execution and delivery of this Agreement by Seller is contingent upon approval of this Agreement by the City Council of the City of Richland in its sole discretion. In the event the Richland City Council does not approve this Agreement, this Agreement shall immediately terminate and be without any further force and effect, and without further obligation of either party to the other.

3.2. Executed Contract. The “Effective Date” of this Agreement is the date upon which both parties have signed this Agreement. If this Agreement is signed on different days, the “Effective Date” of this Agreement is the date of the last signing party. Notwithstanding the foregoing, Purchaser and Seller must sign this Agreement within fifteen (15) business days of approval from the City Council of the City of Richland. If signatures are not obtained from both parties within fifteen (15) business days, this Agreement shall automatically terminate and be without any further force and effect, and without further obligation of either party to the other.

(a) Purchaser and Seller acknowledges that the execution of this Agreement does not guarantee nor constitute an agreement by the City of Richland to provide water service to the Booster Pump Station. Richland’s provision of water service to the Booster Pump Station will require a voluntary amendment to the existing Wholesale Water Service Agreement between the City of Richland and the City of West Richland (Contract No. 08-08).

4. Title Matters.

4.1. Preliminary Title Report; Title Review. Within five (5) business days after the Effective Date, Purchaser, at its sole cost and expense, shall order from the Title Company a preliminary title commitment for the Property, and copies of all documents referred to therein (the “Preliminary Commitment”), and upon receipt, furnish same to Seller.

(a) Purchaser shall have fifteen (15) days after receipt of the Preliminary Commitment and Survey to advise Seller in writing of any encumbrances, restrictions, easements or other matters contained in the Preliminary Commitment or on the Survey (the “Exceptions”) to which Purchaser objects. All Exceptions to which Purchaser does not object in writing within the fifteen (15) day period shall be deemed accepted by Purchaser.

(b) If Purchaser objects to any Exceptions within the fifteen (15) day period, Seller shall advise Purchaser in writing within five (5) days of receipt of Purchaser’s written objections (i) which Exceptions Seller will remove at Closing, (ii) which Exceptions the Title Company has agreed to insure around in the title policy to be issued at Closing (together with the proposed form of endorsement) and (iii) which Exceptions will not be removed or insured around.

(c) Within ten (10) days of receipt of Seller’s response to Purchaser’s written objections, and assuming Seller has not agreed to remove all exceptions to which Purchaser objects, Purchaser shall notify Seller in writing of Purchaser’s election to either (i) terminate this Agreement, in which event the Earnest Money Deposit shall be returned to Purchaser, or (ii) waive its objections to the Exceptions the Title Company has agreed to insure around and the Exceptions Seller will not remove or insure around, in which event such Exceptions shall be deemed accepted by Purchaser.

4.2. Title Insurance. Seller shall cause the Title Company to be prepared to deliver to Purchaser at Closing an Owner's ALTA Standard Coverage policy of title insurance issued by Title Company in the face amount of the Purchase Price, dated the date of Closing, insuring Purchaser's title subject to no exceptions other than the standard printed exceptions and the Exceptions deemed accepted by Purchaser pursuant to Section 4.1 above. The policy of title insurance shall also include such endorsements as Purchaser or Purchaser's Lender may reasonably request.

5. Due Diligence. Purchaser is granted a due diligence period until and including sixty (60) days after receipt of the Preliminary Commitment described in Section 4.1 above (the "Due Diligence Period"). Said Due Diligence Period may be extended an additional thirty (30) days upon written mutual agreement by both Purchaser and Seller. Purchaser may conduct, at its own expense, a full review of legal, title, environmental, archaeological and any other related issues subject to the terms of this Section 5. If the results of said review are unsatisfactory in Purchaser's sole discretion, Purchaser may, at its option, elect to terminate this Agreement by giving Seller written notice of termination prior to the end of the Due Diligence Period (the "Due Diligence Termination Notice"). In the event of termination by Purchaser under this section, this Agreement shall immediately terminate and be without any further force and effect, the Earnest Money Deposit shall be returned to Purchaser pursuant to Section 2.1; and neither party shall have any rights or responsibilities to the other except as otherwise expressly provided herein. If Purchaser fails to provide a Due Diligence Termination Notice to Seller on or before the expiration of the Due Diligence Period, the due diligence contingency set forth under this Section 5 shall be deemed waived by Purchaser, and this Agreement shall continue in full force and effect.

5.1. Reasonableness Required. All inspections of the Property shall occur at reasonable times agreed upon by Seller and Purchaser and shall be conducted so as not to unreasonably interfere with the use of the Property by Seller. Purchaser shall not do any invasive testing, sampling or drilling at the Property without first obtaining Seller's prior written consent (which may be conditioned or denied in Seller's sole and absolute discretion). Purchaser shall promptly restore the Property to substantially the same condition which existed prior to any such investigations, tests, surveys and other analyses, at Purchaser's sole cost and expense. Seller shall be entitled to have a representative present at all times while Purchaser or its representatives or agents are physically on the Property. Purchaser hereby agrees that it shall carry, and shall cause all representatives and agents of Purchaser entering the Property on behalf of Purchaser in furtherance of the right of access granted under this Agreement to carry, commercial general liability insurance with limits of not less than One Million and No/100 Dollars (\$1,000,000) combined single limit and providing that such coverages are primary and naming Seller as an additional insured. Purchaser's insurance requirements shall be satisfied by its membership in Washington Cities Insurance Authority, a municipal risk pool. Prior to any entry onto the Property by Purchaser or its agents, employees, consultants or representatives, Purchaser shall provide to Seller certificates evidencing such insurance coverage. Purchaser agrees to indemnify and hold Seller harmless of and from any claim for damages or injuries arising from Purchaser's inspections of the Property; such obligations shall survive Closing or any termination of this Agreement.

6. Closing. Closing shall occur in the office of the Title Company on or before the date that is sixty (60) days after the expiration or waiver of the Due Diligence Period. Purchaser

and Seller shall deposit in escrow with Title Company all instruments and documents reasonably necessary to complete the transaction in accordance with this Agreement, including, but not limited to, the Deed. As used herein, "Closing" or "date of Closing" means the date on which all appropriate documents are recorded and the proceeds of sale are available for disbursement to Seller.

6.1. Closing Costs; Prorations. At Closing, Seller shall pay (i) the premium for the standard coverage policy of title insurance and the endorsements required to insure around the Exceptions the Title Company agreed to insure around in accordance with Section 4 above, (ii) deed or real property transfer taxes, and (iii) one-half of Title Company's escrow fees and charges. Purchaser shall pay (i) the costs of the extended coverage portion of the policy of title insurance and any title insurance endorsements required by Purchaser (other than the costs of the title insurance endorsements to be provided by Seller pursuant to the first sentence of this Section 6.1), and (ii) one-half of Title Company's escrow fees and charges. Real property taxes, assessments, surface water management charges, utilities and other expenses of the Property shall be prorated as of the date of Closing with Purchaser bearing the costs of the date of Closing. All other closing costs shall be paid and allocated in accordance with the custom in the county in which the Property is located. Each party shall be responsible for its own legal, accounting and consultant fees.

7. Covenants, Representations and Warranties.

7.1. Seller's Covenants. Seller hereby covenants and agrees as follows:

(a) From the Effective Date through the Closing Date, Seller shall not make any material alterations to the Property or to any of the licenses, permits, legal classifications or other governmental regulations relating to the Property, nor enter into any leases or agreements pertaining to the Property which are not terminable, without penalty, on 30 days' notice, without Purchaser's prior written consent.

(b) From the Effective Date through the Closing Date, Seller shall not voluntarily cause to be recorded any encumbrance, lien, deed of trust, or easement against the title to the Property without Purchaser's prior consent.

(c) From the Effective Date through the Closing Date, Seller will operate and maintain the Property in a manner consistent with Seller's past practices relative to the Property and so as not to cause waste to the Property.

7.2. Seller's Representations and Warranties. Seller hereby makes the following representations and warranties to Purchaser, each of which shall be true on the Effective Date and on the date of Closing. Seller shall immediately provide Purchaser with written notice of any event which would make any representation or warranty set forth below materially incorrect or untrue, and upon receipt of such notice, Purchaser may elect to terminate this Agreement. Upon Purchaser's election to terminate, this Agreement shall be without any further force and effect, and without further obligation of either part to the other. If this Agreement is terminated under this section, the Earnest Money Deposit shall be returned to Purchaser.

(a) Seller has full power and authority to enter into and carry out the terms and provisions of this Agreement and to execute and deliver all documents which are contemplated by this Agreement, and all actions of Seller necessary to confer such authority upon the persons executing this Agreement and such other documents will have been, or will be, taken.

(b) Seller has not received any written notice from any governmental authorities or regulatory agencies that eminent domain proceedings for the condemnation of the Property are pending or threatened.

(c) Seller has not received any written notice of pending or threatened investigation, litigation or other proceeding before a local governmental body or regulatory agency which would materially and adversely affect the Property.

(d) Seller has not received any written notice from any governmental authority or regulatory agency that Seller's use of the Property is presently in violation of any applicable zoning, land use or other law, order, ordinance or regulation affecting the Property.

(e) To Seller's knowledge, no special or general assessments have been levied against the Property except those disclosed in the Preliminary Title Report, and Seller has not received written notice that any such assessments are threatened.

(f) Seller is not a "foreign person" for purposes of Section 1445 of the Internal Revenue Code.

(g) Seller is a Washington municipal corporation, duly formed and organized, validly existing and in good standing under the laws of the State of Washington.

7.3. Purchaser's Representations. Purchaser hereby makes the following representations to Seller, each of which shall be true on the Effective Date hereof and on the date of Closing.

(a) Purchaser has full power and authority to enter into and carry out the terms and provisions of this Agreement, and to execute and deliver all documents which are contemplated by this Agreement, and all actions of Purchaser necessary to confer such authority upon the persons executing this Purchase Agreement and such other documents have been, or will be, taken.

(b) As of the Effective Date and as of the date of Closing, neither Purchaser nor, to Purchaser's knowledge, any of its affiliates, nor any of their respective partners, members, shareholders or other equity owners, and none of their respective employees, officers, directors, representative or agents, is a person or entity with whom U.S. persons or entities are restricted from doing business under regulations of OFAC (including those named on OFAC's Specially Designated and Blocked Persons List) or under any statute, executive order (including the September 24, 2001, Executive Order Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit or Support Terrorism) or other governmental action ("OFAC").

(c) Purchaser represents that it has sufficient funds to close this transaction.

8. Casualty and Condemnation.

8.1. Material Casualty or Condemnation. If prior to the Closing Date: (i) the Property shall sustain damage caused by casualty which would cost ten thousand dollars (\$10,000) or more to repair or replace; or (ii) if a taking or condemnation of any portion of the Property has occurred, or is threatened, which would materially affect the value of the Property, either Purchaser or Seller may, at its option, terminate this Agreement by written notice to the other party given within two (2) business days after notice of such event. If prior to the Closing Date neither party provides said termination notice within such two (2) business day period, the Closing shall take place as provided herein with a credit against the Purchase Price in an amount equal to any insurance proceeds or condemnation awards actually collected by Seller and an assignment to Purchaser at Closing of all Seller's interest in and to any insurance proceeds or condemnation awards which may be due but unpaid to Seller on account of such occurrence.

8.2. Immaterial Casualty or Condemnation. If prior to Closing Date, the Property shall sustain damage caused by casualty which is not described in Section 8.1, or a taking or condemnation has occurred, or is threatened, which is not described in Section 8.1, neither Purchaser nor Seller shall have the right to terminate this Agreement. Closing shall take place as provided herein with a credit against the Purchase Price equal to (i) the cost to repair that portion of the Property so damaged by insured casualty, or (ii) an amount equal to the anticipated condemnation award, as applicable. At Closing, Purchaser shall assign to Seller all rights or interest in and to any insurance proceeds or condemnation awards which may be due on account of any such occurrence.

9. Purchaser's Remedies. If Seller fails without legal excuse to complete the sale of the Property in accordance with the terms of this Agreement, Purchaser may elect one of the following remedies (Purchaser hereby waiving any and all other remedies): (a) specific performance of this Agreement (provided an action thereon is commenced with thirty (30) days of Seller's failure to perform), or (b) terminate this Agreement and receive a refund of the Earnest Money Deposit.

10. Liquidated Damages. IN THE EVENT OF DEFAULT BY PURCHASER IN THE PERFORMANCE OF ITS OBLIGATIONS HEREUNDER, SELLER SHALL HAVE THE RIGHT TO TERMINATE THIS AGREEMENT FORTHWITH AND WITHOUT FURTHER OBLIGATION TO PURCHASER, AND TO KEEP THE EARNEST MONEY DEPOSIT AS LIQUIDATED DAMAGES. PURCHASER AGREES THAT IT IS DIFFICULT TO ASSESS THE AMOUNT OF DAMAGES INCURRED BY THE SELLER IN THE EVENT OF A DEFAULT BY THE PURCHASER. AS OF THE ENTRY OF THIS CONTRACT, THE AMOUNT OF THE EARNEST MONEY DEPOSIT IS A REASONABLE ESTIMATE OF THE DAMAGES.

11. Miscellaneous.

11.1. Finder's Fee. Purchaser and Seller each agree that a real estate finder's fee ("Real Estate Compensation") is not due to each other or to any third party. Each party hereby agrees to indemnify and defend the other against and hold the other harmless from and against any and all

loss, damage, liability or expense, including costs and reasonable attorney's fees, resulting from any claims for Real Estate Compensation by any person or entity other than provided herein. The provisions of this section shall survive the closing.

11.2. Time of the Essence. Time is of the essence of every provision of this Agreement.

11.3. Notices. Whenever any party hereto shall desire to give or serve upon the other any notice, demand, request or other communication, each such notice, demand, request or other communication shall be in writing and shall be given or served upon the other party by personal delivery (including delivery by written electronic transmission) or by certified, registered or Express United States Mail, or Federal Express or other commercial courier, postage prepaid, addressed as follows:

If to Seller: City of Richland
Attn: Economic Development Office
625 Swift Blvd., MS-18
Richland, Washington 99352
Phone: (509) 942-7583
mwallner@ci.richland.wa.us

If to Purchaser: City of West Richland
Attn: Public Works Department
3100 Belmont Blvd., Suite 104
West Richland, Washington 99353
(509) 967-5434
roscoe@westrichland.org

Any such notice, demand, request or other communication shall be deemed to have been received upon the earlier of personal delivery thereof or two (2) business days after having been mailed as provided above, as the case may be.

11.4. Assignments and Successors. Purchaser may not assign this Agreement without Seller's written consent. Any assignment made without Seller's consent is null and void, and does not relieve the Purchaser of any liability or obligation hereunder.

11.5. Captions. Paragraph titles or captions contained herein are inserted as a matter of convenience and for reference, and in no way define, limit, extend or describe the scope of this Agreement.

11.6. Exhibits. All exhibits attached hereto shall be incorporated herein by reference as if set out herein in full.

11.7. Binding Effect. Regardless of which party prepared or communicated this Agreement, this Agreement shall be of binding effect between Purchaser and Seller only upon its execution by an authorized representative of each such party.

11.8. Construction. The parties acknowledge that each party and its counsel have reviewed and revised this Agreement, and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Purchase and Sale Agreement or any amendment or exhibits hereto.

11.9. Counterparts. Execution of this Agreement and any amendment or other document related to this Agreement may be by electronic signature and in any number of counterpart originals, including by portable document format (.pdf), each of which shall be deemed to constitute an original agreement, and all of which shall constitute one whole agreement.

11.10. Time. Any extension of time granted for the performance of any duty under this Agreement shall not be considered as an extension of time for the performance of any other duty under this Agreement. As used in this Agreement, "business day" refers to any day which is not a Saturday, Sunday or a holiday in the State of Washington. In the event the time for performance of any obligation hereunder shall fall on a Saturday, Sunday or a holiday, such time for performance shall be extended to the next business day.

11.11. Merger. The delivery of the Deed and any other documents and instruments by Seller and the acceptance and recordation thereof by Purchaser shall effect a merger, and be deemed the full performance and discharge of every obligation on the part of Purchaser and Seller to be performed hereunder, except those clauses, covenants, warranties and indemnifications specifically provided herein to survive the Closing.

11.12. Governing Law. This Agreement shall be governed by, and construed in accordance with, 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, and both parties expressly agree to submit to personal jurisdiction in Benton County Superior Court.

11.13. Right to Repurchase. This Property is being sold to Purchaser for Municipal Purposes, construction of an Inter-Tie Booster Pump Station between the City of Richland and the City of West Richland's water system, subject to the following:

(a) If, at any time before or after completion of the construction of the Inter-Tie Booster Pumps Station, West Richland determines the Property to be surplus to its municipal needs, West Richland hereby grants to the City of Richland the first right to repurchase the Property. It is understood and agreed that Richland shall have thirty (30) days after receipt of a written notice from West Richland detailing the specific terms of such sale in which to make its determination to purchase, and if Richland does not elect to purchase by providing West Richland with written notice within such thirty (30) day period, then West Richland shall have the right to sell such interest to any other person, firm or corporation on the same terms and at a purchase price no less than that offered to Richland. Any reduction in the original purchase price shall be resubmitted to Richland for its determination as set forth herein. It is further understood and agreed that all offers received by West Richland from third persons shall first be submitted to Richland for its determination in accordance with the terms outlined herein. The right created herein shall continue for so long as West Richland owns the Property.

(b) Seller and Purchaser agree to execute a Memorandum of Repurchase Right to evidence Seller's Right to Repurchase, which Memorandum may be recorded by Seller in the real property records of Benton County, Washington.

(c) Neighborhood Compatibility. The Inter-Tie Booster Pump Station shall be designed such that the building(s), site improvements and landscaping are similar in materials and quality to that of the City of West Richland's Booster Pump Station located at 4700 East Mountain Road, West Richland, Washington 99353.

[Signature Page to Follow]

IN WITNESS WHEREOF, Purchaser has executed this Agreement on the date shown below its signature, and Seller has accepted on the date shown below its signature.

CITY OF RICHLAND – SELLER

**CITY OF WEST RICHLAND –
PURCHASER**

By: Jon Amundson, ICMA-CM
Its: City Manager

By: Brent Gerry
Its: Mayor

Date

Date

APPROVED AS TO FORM:

By: Heather Kintzley, City Attorney

Exhibit A
Legal Description and Survey
New Tract 1, Record Survey No. 6112

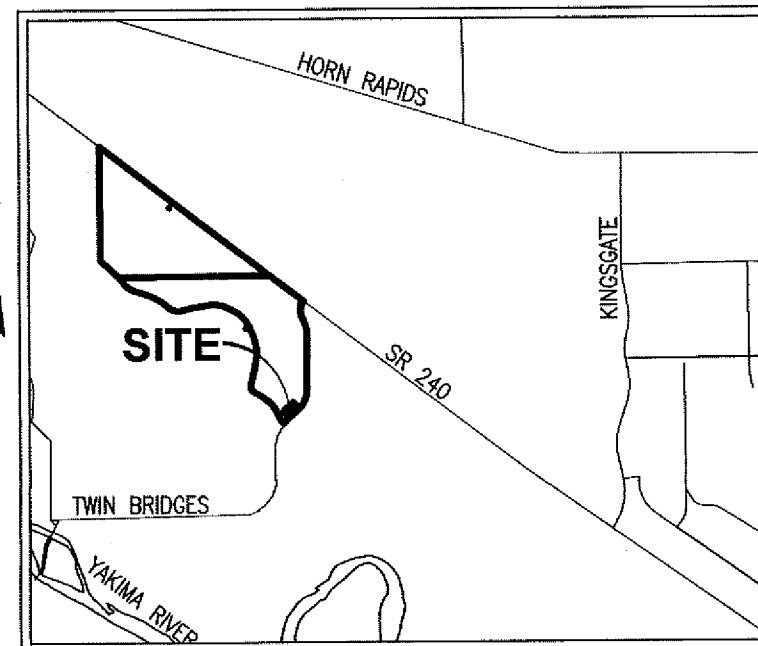
DRAFT

2024-028517 B: 01 P: 6112 SUR
12/27/2024 03:28:12 PM Pages: 2 Fee: \$428.50
Perrell Surveying, Inc.
Benton County, Benton County Auditor's Office

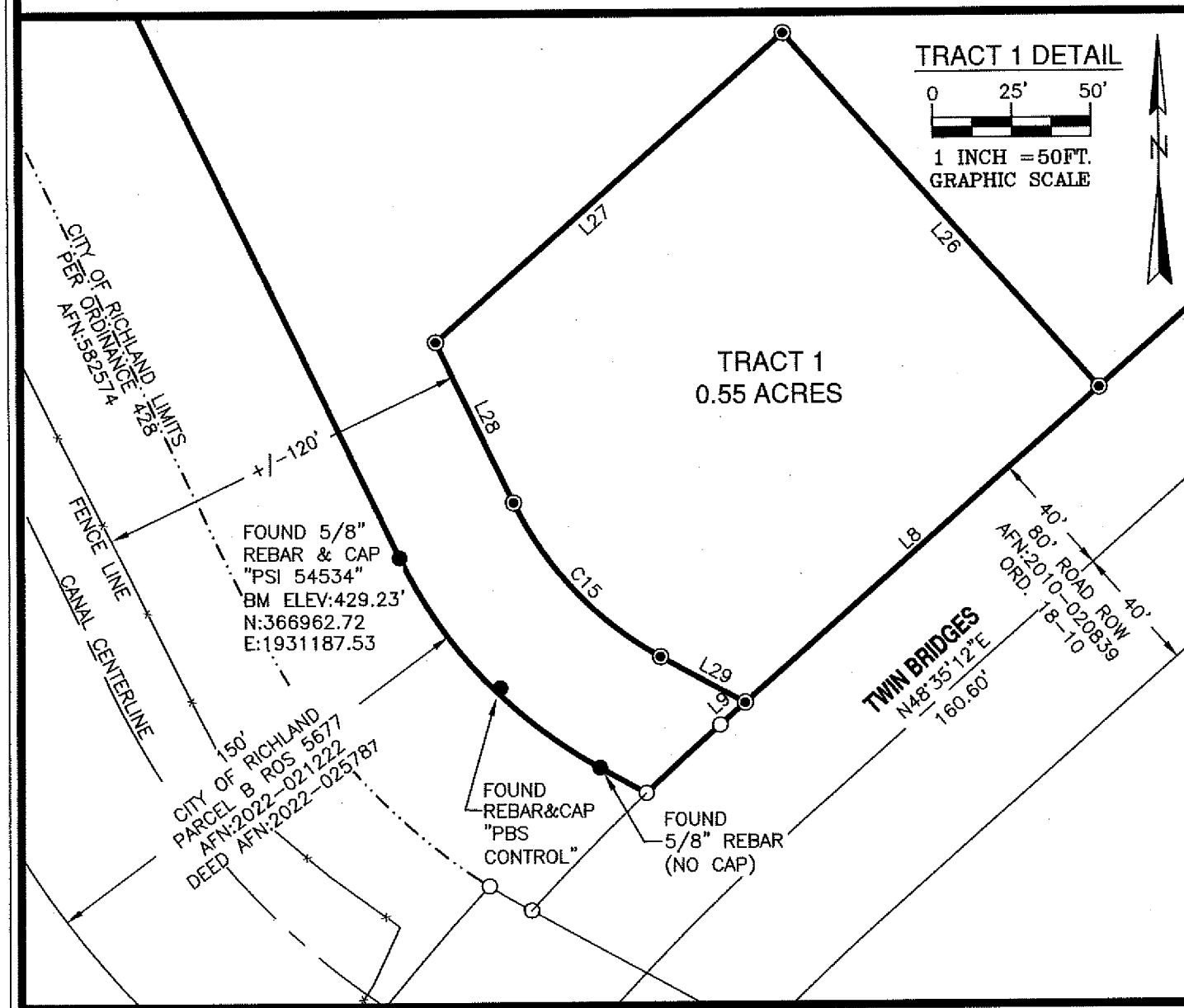
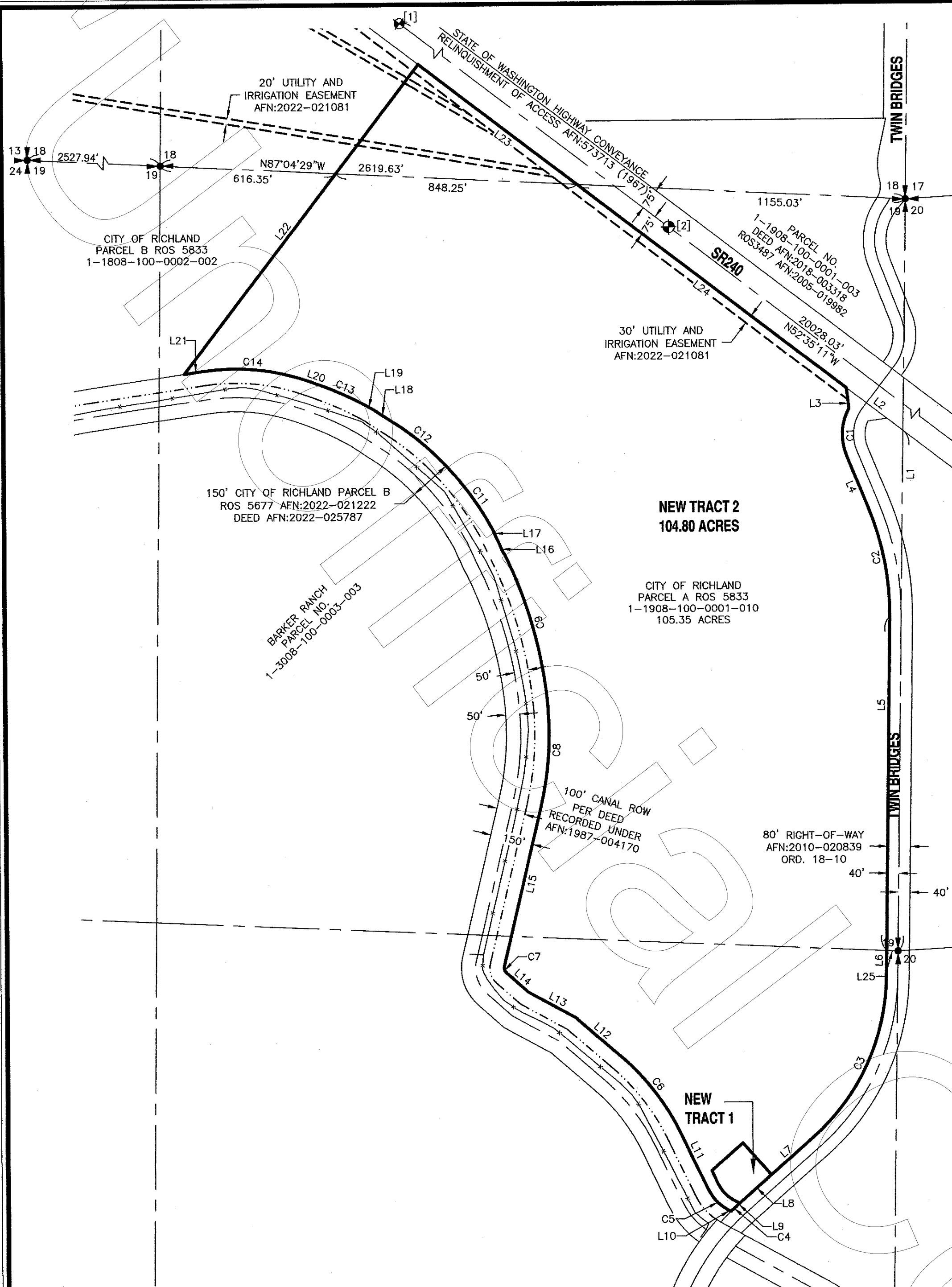
RECORD OF SURVEY NO. 6112

PREPARED FOR
THE CITY OF WEST RICHLAND

A PORTION OF THE SOUTH 1/2 OF THE
SOUTHEAST 1/4 OF SECTION 18 &
A PORTION OF THE NORTHEAST 1/4 AND
THE SOUTHEAST 1/4 OF SECTION 19
TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN,
CITY OF RICHLAND, BENTON COUNTY, WASHINGTON



VICINITY MAP
NTS



MONUMENT NOTES

- [1] FOUND NAIL IN MONUMENT CASE 2" BELOW SURFACE
WSDOT POINT ID 131 ROS 4071, AFN:2010-003242
- [2] FOUND NAIL IN MONUMENT CASE 2" BELOW SURFACE
WSDOT POINT ID 135 ROS 4071, AFN:2010-003242
- [3] FOUND NAIL IN MONUMENT CASE 2" BELOW SURFACE
WSDOT POINT ID 138 ROS 4071, AFN:2010-003242

SURVEYOR'S NOTES

- DATE OF SURVEY/MONUMENTS VISITED: SEPTEMBER 2021 AND APRIL 2022.
- BASIS OF BEARING: NAD83(2011) WASHINGTON STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.
- UNITS OF MEASURE: US SURVEY FEET GROUND DISTANCES. MULTIPLY GROUND DISTANCES BY A COMBINED SCALE FACTOR OF 0.999903382 TO ACHIEVE SURVEYED GRID DISTANCES.
- EQUIPMENT/PROCEDURES: TOPCON GR3 GNSS, RTK METHOD. LINEAR CLOSURES MEET OR EXCEED STANDARDS CONTAINED IN WAC 332-130-090.
- THE PURPOSE OF THIS SURVEY IS TO DEPICT ADJUSTED BOUNDARY LINES FOR THE CITY OF RICHLAND PROPERTY FOR FUTURE DEVELOPMENT. NO PINS WERE SET AS PART OF THIS SURVEY.
- (XXX.XX) GROUND DISTANCES.
- REFERENCE SURVEYS:
[R1] = RECORD DISTANCES/BEARINGS PER RECORD OF SURVEY 5756, AFN:2022-037802.
[R2] = RECORD DISTANCES/BEARINGS PER RECORD OF SURVEY 3487, AFN:2005-019982.
RECORD OF SURVEY 2220, AFN:1996-023267
RECORD OF SURVEY 5833, AFN:2023-010478

REFERENCE DEEDS:

- [D1] = AFN:2019-026347
- [D2] = AFN:2018-003318
- 9. SET 5/8" REBAR & CAP "PERMIT SURVEY PLS 54534"
- 10. CALCULATED POINT AS NOTED (R#), NOT FOUND OR SET
- 11. FOUND PROPERTY CORNER AS NOTED
- 12. TRACT 1 IS INTENDED TO BE SEGREGATED FOR THE PURPOSES OF A UTILITY FACILITY.

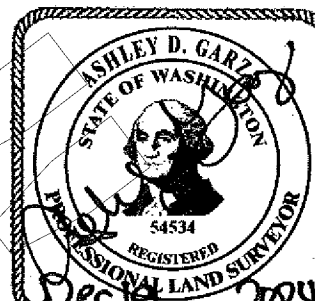
AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS 27th DAY OF December, 2024 AT 3:28 P.M.,
AND RECORDED IN BOOK 01 OF SURVEYS, PAGE 6112 AT THE REQUEST OF
ASHLEY D. GARZA
BENTON COUNTY AUDITOR Brenda Chilton by Merry Beachguth deputy
FEE NO. 2024-028517

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF THE CITY OF WEST RICHLAND IN OCTOBER 2024.

Ashley D. Garza 12/16/2024
DATE
ASHLEY D. GARZA
CERTIFICATE NO. 54534



PERMIT SURVEYING NC

2245 Robertson Drive
Richland, Washington 99354

Office 509-375-4123
Fax 509-371-0999

DATE: 12/16/2024
SCALE: 1"=300'
DRAWN BY: ADG
APPROVED BY: ADG
PROJECT: 24067
SHEET 1 OF 2

DESCRIPTION EXISTING PARCEL A

ALL THAT PORTION OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, LYING SOUTHERLY AND WESTERLY OF STATE ROUTE 240 PER CONVEYANCE RELINQUISHMENT OF ACCESS RECORDED UNDER AUDITOR'S FILE NUMBER 573713, RECORDS OF BENTON COUNTY, WASHINGTON, AND LYING 50.00 FEET NORTHERLY AND EASTERLY OF THE RICHLAND IRRIGATION CANAL RIGHT-OF-WAY AS RETAINED PER DEED RECORDED UNDER AUDITOR'S FILE NUMBER 87-4170, RECORDS OF BENTON COUNTY, WASHINGTON AND LYING WESTERLY OF TWIN BRIDGES RIGHT-OF-WAY AS DEDICATED PER THE CITY OF RICHLAND ORDINANCE 18-10, RECORDED UNDER AUDITOR'S FILE NUMBER 2010-020839, RECORDS OF BENTON COUNTY, WASHINGTON.

EXCEPT:

THAT PORTION OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, LYING 50.00 FEET NORTHERLY AND EASTERLY OF THE RICHLAND IRRIGATION CANAL RIGHT-OF-WAY AS RETAINED PER DEED RECORDED UNDER AUDITOR'S FILE NUMBER 87-4170, RECORDS OF BENTON COUNTY, WASHINGTON AND LYING NORTHERLY AND WESTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 18, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, SAID SOUTHEAST CORNER BEARS SOUTH 00°57'11" WEST 5281.97 FEET FROM THE NORTHEAST CORNER OF SAID SECTION 18; THENCE NORTH 87°04'29" WEST ALONG THE SOUTH LINE THEREOF 2003.29 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 37°24'49" WEST 1361.79 FEET TO A POINT ON A LINE 50.00 NORTHERLY AT RIGHT ANGLES FROM SAID RICHLAND IRRIGATION CANAL RIGHT-OF-WAY AND THE TERMINUS OF SAID LINE.

TOGETHER WITH:

THAT PORTION OF SECTION 18, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, LYING SOUTHERLY AND WESTERLY OF STATE ROUTE 240 PER CONVEYANCE RELINQUISHMENT OF ACCESS RECORDED UNDER AUDITOR'S FILE NUMBER 573713, RECORDS OF BENTON COUNTY, WASHINGTON, LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE SOUTHEASTERLY CORNER THEREOF, SAID SOUTHEAST CORNER BEARS SOUTH 00°57'11" WEST 5281.97 FEET FROM THE NORTHEAST CORNER THEREOF; THENCE NORTH 87°04'29" WEST ALONG THE SOUTH LINE THEREOF 2003.29 FEET TO THE TRUE POINT OF BEGINNING;

THENCE NORTH 37°24'49" EAST 480.32 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF MARGIN OF SAID STATE ROUTE 240 AND THE TERMINUS OF SAID LINE.

CONTAINS 105.35 ACRES MORE OR LESS

DESCRIPTION NEW TRACT 1

THAT PORTION OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 19; SAID CORNER BEARS NORTH 00°58'12" EAST 2641.78 FEET FROM THE SOUTHEAST CORNER THEREOF; THENCE NORTH 87°25'49" WEST ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER 40.02 FEET TO A POINT ON THE WEST RIGHT-OF-WAY MARGIN OF A PUBLIC ROAD KNOWN AS TWIN BRIDGES; THENCE SOUTH 00°58'12" WEST ALONG THE WEST RIGHT-OF-WAY THEREOF 93.33 FEET TO A POINT ON A CURVE TO THE RIGHT; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 47°37'00", HAVING A RADIUS OF 760.00 FEET AND AN ARC DISTANCE OF 631.61 FEET; THENCE SOUTH 48°35'12" WEST CONTINUING ALONG SAID WEST RIGHT-OF-WAY 201.14 FEET TO THE TRUE POINT OF BEGINNING;

THENCE NORTH 41°24'48" WEST 150.00 FEET; THENCE SOUTH 48°35'12" WEST 147.10 FEET TO A POINT 50.00 FEET NORTHERLY AT RIGHT ANGLES FROM THE RICHLAND IRRIGATION CANAL RIGHT-OF-WAY; THENCE SOUTH 25°31'22" EAST 56.28 FEET TO A POINT ON A CURVE TO THE LEFT; THENCE SOUTHEASTERLY ALONG SAID CURVE TO THE LEFT THROUGH A CENTRAL ANGLE OF 35°35'19", HAVING A RADIUS OF 109.98 AND AN ARC DISTANCE OF 68.31 FEET; THENCE SOUTH 61°06'41" EAST 30.47 FEET TO THE SAID WESTERLY RIGHT-OF-WAY MARGIN OF TWIN BRIDGES; THENCE NORTH 48°35'12" EAST ALONG THE WESTERLY RIGHT-OF-WAY MARGIN THEREOF 150.00 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINS 0.55 ACRES, MORE OR LESS

DESCRIPTION NEW TRACT 2

ALL THAT PORTION OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, LYING SOUTHERLY AND WESTERLY OF STATE ROUTE 240 PER CONVEYANCE RELINQUISHMENT OF ACCESS RECORDED UNDER AUDITOR'S FILE NUMBER 573713, RECORDS OF BENTON COUNTY, WASHINGTON, AND LYING 50.00 FEET NORTHERLY AND EASTERLY OF THE RICHLAND IRRIGATION CANAL RIGHT-OF-WAY AS RETAINED PER DEED RECORDED UNDER AUDITOR'S FILE NUMBER 87-4170, RECORDS OF BENTON COUNTY, WASHINGTON AND LYING WESTERLY OF TWIN BRIDGES RIGHT-OF-WAY AS DEDICATED PER THE CITY OF RICHLAND ORDINANCE 18-10, RECORDED UNDER AUDITOR'S FILE NUMBER 2010-020839, RECORDS OF BENTON COUNTY, WASHINGTON.

EXCEPT:

THAT PORTION OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, LYING 50.00 FEET NORTHERLY AND EASTERLY OF THE RICHLAND IRRIGATION CANAL RIGHT-OF-WAY AS RETAINED PER DEED RECORDED UNDER AUDITOR'S FILE NUMBER 87-4170, RECORDS OF BENTON COUNTY, WASHINGTON AND LYING NORTHERLY AND WESTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 18, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, SAID SOUTHEAST CORNER BEARS SOUTH 00°57'11" WEST 5281.97 FEET FROM THE NORTHEAST CORNER OF SAID SECTION 18; THENCE NORTH 87°04'29" WEST ALONG THE SOUTH LINE THEREOF 2003.29 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 37°24'49" WEST 1361.79 FEET TO A POINT ON A LINE 50.00 NORTHERLY AT RIGHT ANGLES FROM SAID RICHLAND IRRIGATION CANAL RIGHT-OF-WAY AND THE TERMINUS OF SAID LINE.

ALSO EXCEPT:

THAT PORTION OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 19; SAID CORNER BEARS NORTH 00°58'12" EAST 2641.78 FEET FROM THE SOUTHEAST CORNER THEREOF; THENCE NORTH 87°25'49" WEST ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER 40.02 FEET TO A POINT ON THE WEST RIGHT-OF-WAY MARGIN OF A PUBLIC ROAD KNOWN AS TWIN BRIDGES; THENCE SOUTH 00°58'12" WEST ALONG THE WEST RIGHT-OF-WAY THEREOF 93.33 FEET TO A POINT ON A CURVE TO THE RIGHT; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 47°37'00", HAVING A RADIUS OF 760.00 FEET AND AN ARC DISTANCE OF 631.61 FEET; THENCE SOUTH 48°35'12" WEST CONTINUING ALONG SAID WEST RIGHT-OF-WAY 201.14 FEET TO THE TRUE POINT OF BEGINNING; THENCE NORTH 41°24'48" WEST 150.00 FEET; THENCE SOUTH 48°35'12" WEST 147.10 FEET TO A POINT 50.00 FEET NORTHERLY AT RIGHT ANGLES FROM THE RICHLAND IRRIGATION CANAL RIGHT-OF-WAY; THENCE SOUTH 25°31'22" EAST 56.28 FEET TO A POINT ON A CURVE TO THE LEFT; THENCE SOUTHEASTERLY ALONG SAID CURVE TO THE LEFT THROUGH A CENTRAL ANGLE OF 35°35'19", HAVING A RADIUS OF 109.98 AND AN ARC DISTANCE OF 68.31 FEET; THENCE SOUTH 61°06'41" EAST 30.47 FEET TO THE SAID WESTERLY RIGHT-OF-WAY MARGIN OF TWIN BRIDGES; THENCE NORTH 48°35'12" EAST ALONG THE WESTERLY RIGHT-OF-WAY MARGIN THEREOF 150.00 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH:

THAT PORTION OF SECTION 18, TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF RICHLAND, BENTON COUNTY, WASHINGTON, LYING SOUTHERLY AND WESTERLY OF STATE ROUTE 240 PER CONVEYANCE RELINQUISHMENT OF ACCESS RECORDED UNDER AUDITOR'S FILE NUMBER 573713, RECORDS OF BENTON COUNTY, WASHINGTON, LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: COMMENCING AT THE SOUTHEASTERLY CORNER THEREOF, SAID SOUTHEAST CORNER BEARS SOUTH 00°57'11" WEST 5281.97 FEET FROM THE NORTHEAST CORNER THEREOF; THENCE NORTH 87°04'29" WEST ALONG THE SOUTH LINE THEREOF 2003.29 FEET TO THE TRUE POINT OF BEGINNING; THENCE NORTH 37°24'49" EAST 480.32 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF MARGIN OF SAID STATE ROUTE 240 AND THE TERMINUS OF SAID LINE.

CONTAINS 104.80 ACRES, MORE OR LESS

RECORD OF SURVEY NO. 6112

PREPARED FOR

THE CITY OF WEST RICHLAND

A PORTION OF THE SOUTH 1/2 OF THE

SOUTHEAST 1/4 OF SECTION 18 &

A PORTION OF THE NORTHEAST 1/4 AND

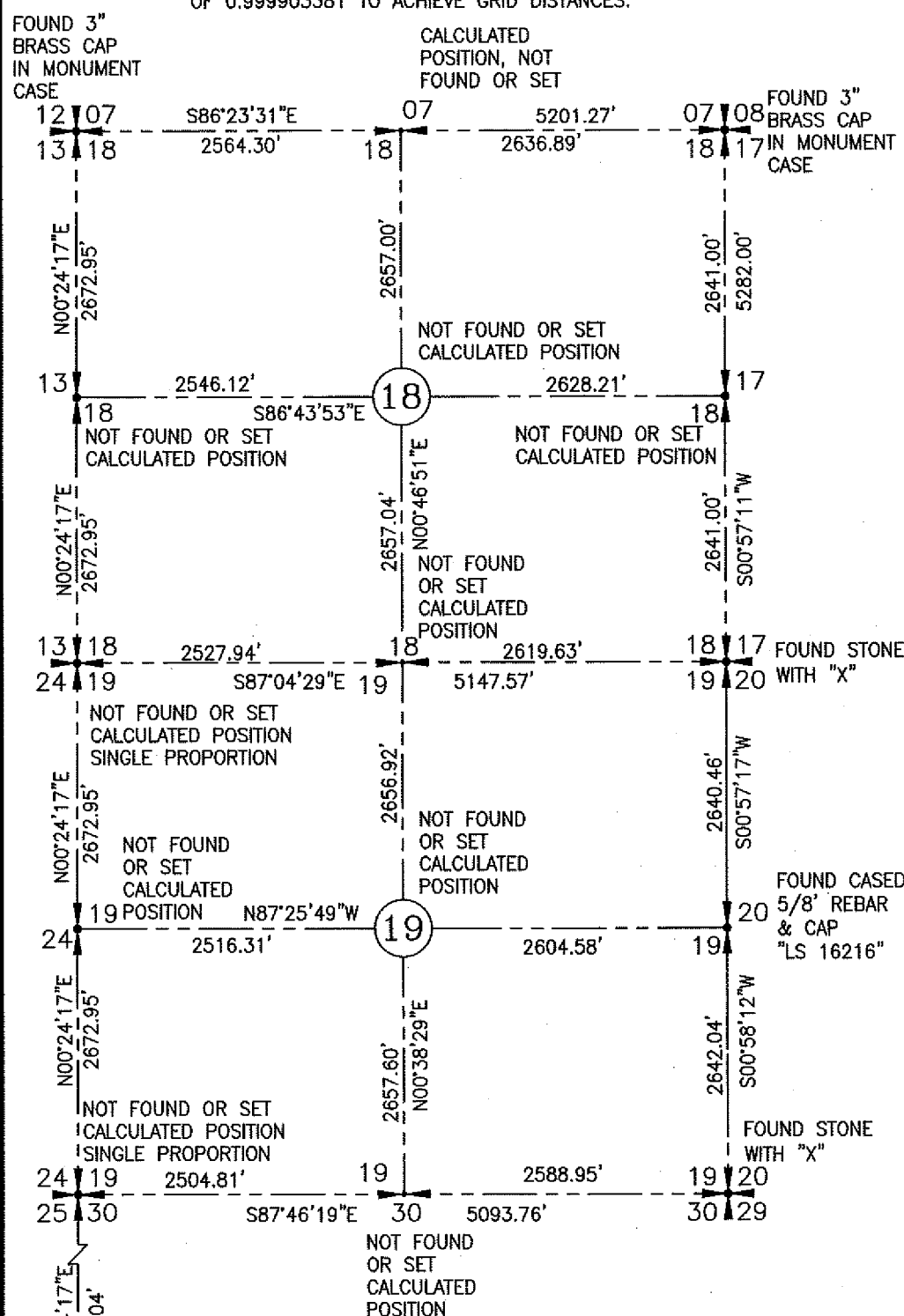
THE SOUTHEAST 1/4 OF SECTION 19

TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN,
CITY OF RICHLAND, BENTON COUNTY, WASHINGTON

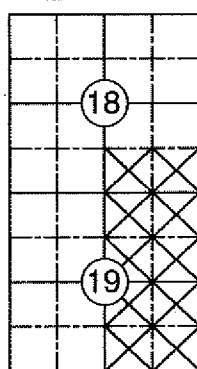
SECTION DETAIL

NTS

UNITS OF MEASURE: US SURVEY FEET GROUND DISTANCES.
MULTIPLY GRID DISTANCES BY A COMBINED SCALE FACTOR
OF 0.999903381 TO ACHIEVE GRID DISTANCES.



INDEX



FOUND REFERENCE BRASS CAP MONUMENTS (2)
MARKED:
"DEPARTMENT OF NATURAL RESOURCES
WASHINGTON 1996"
RM1
50.00 FT.
S89°26'26"E TO SEC COR
AND
"DEPARTMENT OF NATURAL RESOURCES
WASHINGTON 2007 LS22349"
RM2
50.00 FT.
N00°10'14"E TO SEC COR

GROUND DISTANCES

Line Table		
Line #	Length	Direction
L1	1827.03'	S0°57'17"W
L2	251.30'	N52°35'11"W
L3	73.75'	N7°27'46"W
L4	200.43'	N22°28'00"W
L5	1171.70'	S0°57'17"W
L6	93.33'	S0°58'12"W
L7	201.15'	N48°35'12"E
L8	150.00'	N48°35'12"E
L9	10.58'	N48°35'12"E
L10	16.78'	S61°06'41"E
L11	215.35'	S25°31'22"E
L12	212.22'	S49°01'20"E
L13	188.09'	S61°21'21"E
L14	104.57'	S48°17'12"E
L15	577.29'	S13°24'11"W
L16	32.77'	S25°18'56"E
L17	32.41'	S23°50'01"E
L18	87.31'	S56°34'57"E
L19	25.33'	S60°56'18"E
L20	38.92'	S70°23'58"E
L21	64.64'	N81°38'31"E
L22	1361.79'	N37°24'49"E
L23	699.17'	S52°35'11"E
L24	1183.95'	S52°35'11"E
L25	40.01'	N87°25'49"W
L26	150.00'	N41°24'48"W
L27	147.10'	S48°35'12"W
L28	56.28'	S25°31'22"E
L29	30.47'	S61°06'41"E

GROUND DISTANCES

Curve Table					
Curve #	Length	Radius	Delta	CH. BEARING	CH. DISTANCE
C1	171.45	190.00	51°42'07"	S3°25'03"W	165.69
C2	391.87	960.00	23°23'17"	N10°44'21"W	389.16
C3	631.61	760.00	47°37'00"	N24°46'42"E	613.59
C4	31.70	840.00	2°09'44"	S47°30'20"W	31.70
C5	93.15	149.97	35°35'19"	S43°19'01"E	91.66
C6	348.63	850.02	23°29'57"	N37°16'21"W	346.19
C7	21.52	19.99	61°41'18"	S17°26'36"E	20.49
C8	348.92	1100.02	18°10'25"	N4°18'59"E	347.45
C9	566.20	1511.80	21°27'30"	N15°29'58"W	562.89
C10	27.35	991.28	1°34'51"	N25°10'43"W	27.35
C11	297.73	1046.33	16°18'12"	N36°24'54"W	296.73
C12	220.69	926.78	13°38'36"	N50°42'40"W	220.17
C13	181.64	1100.02	9°27'39"	N65°40'08"W	181.43
C14	378.18	775.02	27°57'31"	N84°22'43"W	374.44
C15	68.31	109.97	35°35'19"	S43°19'01"E	67.21

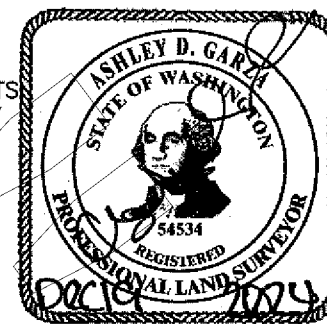
AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS 27th DAY OF December, 2024 AT 3:28 P.M.,
AND RECORDED IN BOOK 01 OF SURVEYS, PAGE 6112 AT THE REQUEST OF
ASHLEY D. GARZA
BENTON COUNTY AUDITOR Brenda Chilton by Mary Boehmstedt Deputy
FEE NO. 2024-028517

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR
UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS
OF THE SURVEY RECORDING ACT AT THE REQUEST OF THE CITY
OF WEST RICHLAND IN OCTOBER 2024.

Ashley D. Garza
ASHLEY D. GARZA
CERTIFICATE NO. 54534
DATE 12/19/2024



2245 Robertson Drive
Richland, Washington 99354

Office 509-375-4123
Fax 509-371-0999

DATE: 12/16/2024
SCALE: NONE
DRAWN BY: ADG
APPROVED BY: ADG
PROJECT: 24067
SHEET 2 OF 2



**HORN RAPIDS
ORV PARK**

Tri City Kart Club

**CITY
LANDFILL**

Richland City Landfill

**PACKAGING
CORP. OF
AMERICA**

**LEGACY
PARK**

**HORN RAPIDS
GOLF COURSE
COMMUNITY**

**CITY OF WEST RICHLAND
0.55 ACRE PURCHASE**

Horn Rapids Motorsports Complex

240

240

Twin Bridges Rd

Kingsgate Way

Kingsgate Way



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

Subject:

Resolution No. 2025-11, Accepting a Washington State Department of Transportation 2024 City Safety Program Grant for funding Improvements to Systemic Stop-Controlled Intersections

Department/Office
Public Works

Ordinance/Resolution Number:
2025-11

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-11, authorizing the City Manager to sign and execute grant agreements with the Washington State Department of Transportation to receive funding in support of enhancing safety at systemic stop-controlled intersections.

Summary:

On January 16, 2024, Richland City Council adopted Resolution No. 2024-11, authorizing submittal of grant applications to the Washington State Department of Transportation's (WSDOT) 2024 City Safety Program to enhance safety at various stop-controlled intersections and pedestrian crossings throughout the city.

Richland was selected by WSDOT to receive \$1,602,000 in Federal Highway Safety Improvement Program grant funds for the Systemic Stop-Controlled Intersection Improvements Project - Phase 2. The project scope and locations were selected from the City's adopted 2024 Comprehensive Safety Action Plan and include:

1. Mini-roundabouts at Canyon Street and Bellerive Drive/Satus Street intersection and the Thayer Drive and Symons Street intersection.
2. Advanced intersection warning systems at the Steptoe Street/Canyon Street intersection and the Columbia Park Trail/Leslie Road intersection.

The projects are included in the City's 2025-2030 Transportation Improvement Program and the 2025-2030 Capital Improvement Program. The City's best interests are served by accepting the safety grant funds to make the projects financially feasible and enhance safety on the City's street network.

Staff recommends adoption of Resolution No. 2025-11.

Fiscal Impact:

The grant will provide approximately \$1,602,000 in the Streets Capital Fund and eliminate the need for General Fund contributions to this planned project. The Systemic Stop-Controlled Intersection Improvements - Phase 2 project is part of the adopted 2025 Capital Improvement Program (CIP). No matching funds are required.

Attachments:

1. Resolution No. 2025-11
2. Proposed WSDOT Local Agency Agreement - Template

RESOLUTION NO. 2025-11

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING A GRANT AGREEMENT WITH THE WASHINGTON
STATE DEPARTMENT OF TRANSPORTATION FOR SYSTEMIC
STOP-CONTROLLED INTERSECTION IMPROVEMENTS.**

WHEREAS, on January 16, 2024, Richland City Council adopted Resolution No. 2024-11, authorizing the submittal of a grant application to the Washington State Department of Transportation's (WSDOT) 2024 City Safety Program to enhance the safety of various stop-controlled intersections and pedestrian crossings throughout the City; and

WHEREAS, the City was selected by WSDOT to receive \$1,602,000 in Federal Highway Safety Improvement Program grant funds for the Systemic Stop-Controlled Intersection Improvements Project - Phase 2 (the "Project"); and

WHEREAS, the Project is included in the City's 2025-2030 Six-Year Transportation Improvement Program and the 2025-2030 Capital Improvement Program; and

WHEREAS, accepting the safety grant funds for the Project will increase the Project's financial feasibility and enhance safety on the City's street network; and

WHEREAS, no matching funds are required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute a grant agreement and all related documentation necessary to accept grant funds from the Washington State Department of Transportation for the Systemic Stop-Controlled Intersection Improvements Project - Phase 2.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



Agency

Address

Local Agency Agreement

ALN 20.205 - Highway Planning and Construction
(Assistance Listing Number)

Project Number

Agreement Number

For WSDOT Use Only

The Local Agency having complied, or hereby agreeing to comply, with the terms and conditions set forth in (1) Title 23, U.S. Code Highways, (2) the regulations issued pursuant thereto, (3) 2 CFR Part 200, (4) 2 CFR Part 180 – certifying that the local agency is not excluded from receiving Federal funds by a Federal suspension or debarment, (5) the policies and procedures promulgated by the Washington State Department of Transportation, and (6) the federal aid project agreement entered into between the State and Federal Government, relative to the above project, the Washington State Department of Transportation will authorize the Local Agency to proceed on the project by a separate notification. Federal funds which are to be obligated for the project may not exceed the amount shown herein on line r, column 3, without written authority by the State, subject to the approval of the Federal Highway Administration. All project costs not reimbursed by the Federal Government shall be the responsibility of the Local Agency.

Project Description

Name

Length

Termini

Description of Work

Project Agreement End Date

Advertisement Date

Indirect Cost Rate

☐ Yes ☐ No

Type of Work		Estimate of Funding		
		(1) Estimated Total Project Funds	(2) Estimated Agency Funds	(3) Estimated Federal Funds
PE % Federal Aid Participation Ratio(s) for PE	a. Agency			
	b. Other			
	c. Other			
	d. State Services			
	e. Total PE Cost Estimate	0.00	0.00	0.00
Right of Way % Federal Aid Participation Ratio(s) for RW	f. Agency			
	g. Other			
	h. Other			
	i. State Services			
	j. Total R/W Cost Estimate	0.00	0.00	0.00
Construction % Federal Aid Participation Ratio(s) for CN	k. Contract			
	l. Other			
	m. Other			
	n. Other			
	o. Agency			
	p. State Services			
	q. Total CN Cost Estimate	0.00	0.00	0.00
r. Total Project Cost Estimate		0.00	0.00	0.00

Agency Official

By

Title

Agency Date

Washington State Department of Transportation

By

Director, Local Programs

Date Executed

Construction Method of Financing (Check Method Selected)

State Ad and Award

Method A - Advance Payment - Agency Share of total construction cost (based on contract award)

Method B - Withhold from gas tax the Agency's share of total construction cost (line 5, column 2) in the amount of \$ _____ at \$ _____ per month for _____ months.

Local Force or Local Ad and Award

Method C - Agency cost incurred with partial reimbursement

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the federal funds obligated, it accepts and will comply with the applicable provisions set forth below. Adopted by official action on _____, _____, Resolution/Ordinance No. _____.

Provisions

I. Scope of Work

The Agency shall provide all the work, labor, materials, and services necessary to perform the project which is described and set forth in detail in the "Project Description" and "Type of Work."

When the State acts for and on behalf of the Agency, the State shall be deemed an agent of the Agency and shall perform the services described and indicated in "Type of Work" on the face of this agreement, in accordance with plans and specifications as proposed by the Agency and approved by the State and the Federal Highway Administration.

When the State acts for the Agency but is not subject to the right of control by the Agency, the State shall have the right to perform the work subject to the ordinary procedures of the State and Federal Highway Administration.

II. Delegation of Authority

The State is willing to fulfill the responsibilities to the Federal Government by the administration of this project. The Agency agrees that the State shall have the full authority to carry out this administration. The State shall review, process, and approve documents required for federal aid reimbursement in accordance with federal requirements. If the State advertises and awards the contract, the State will further act for the Agency in all matters concerning the project as requested by the Agency. If the Local Agency advertises and awards the project, the State shall review the work to ensure conformity with the approved plans and specifications.

III. Project Administration

Certain types of work and services shall be provided by the State on this project as requested by the Agency and described in the Type of Work above. In addition, the State will furnish qualified personnel for the supervision and inspection of the work in progress. On Local Agency advertised and awarded projects, the supervision and inspection shall be limited to ensuring all work is in conformance with approved plans, specifications, and federal aid requirements. The salary of such engineer or other supervisor and all other salaries and costs incurred by State forces upon the project will be considered a cost thereof. All costs related to this project incurred by employees of the State in the customary manner on highway payrolls and vouchers shall be charged as costs of the project.

IV. Availability of Records

All project records in support of all costs incurred and actual expenditures kept by the Agency are to be maintained in accordance with local government accounting procedures prescribed by the Washington State Auditor's Office, the U.S. Department of Transportation, and the Washington State Department of Transportation. The records shall be open to inspection by the State and Federal Government at all reasonable times and shall be retained and made available for such inspection for a period of not less than three years from the final payment of any federal aid funds to the Agency. Copies of said records shall be furnished to the State and/or Federal Government upon request.

V. Compliance with Provisions

The Agency shall not incur any federal aid participation costs on any classification of work on this project until authorized in writing by the State for each classification. The classifications of work for projects are:

1. Preliminary engineering.
2. Right of way acquisition.
3. Project construction.

Once written authorization is given, the Agency agrees to show continuous progress through monthly billings. Failure to show continuous progress may result the Agency's project becoming inactive, as described in 23 CFR 630, and subject to de-obligation of federal aid funds and/or agreement closure.

If right of way acquisition, or actual construction of the road for which preliminary engineering is undertaken is not started by the close of the tenth fiscal year following the fiscal year in which preliminary engineering phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

If actual construction of the road for which right of way has been purchased is not started by the close of the tenth fiscal year following the fiscal year in which the right of way phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

The Agency agrees that all stages of construction necessary to provide the initially planned complete facility within the limits of this project will conform to at least the minimum values set by approved statewide design standards applicable to this class of highways, even though such additional work is financed without federal aid participation.

The Agency agrees that on federal aid highway construction projects, the current federal aid regulations which apply to liquidated damages relative to the basis of federal participation in the project cost shall be applicable in the event the contractor fails to complete the contract within the contract time.

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

1. Project Construction Costs

Project construction financing will be accomplished by one of the three methods as indicated in this agreement.

Method A – The Agency will place with the State, within (20) days after the execution of the construction contract, an advance in the amount of the Agency's share of the total construction cost based on the contract award. The State will notify the Agency of the exact amount to be deposited with the State. The State will pay all costs incurred under the contract upon presentation of progress billings from the contractor. Following such payments, the State will submit a billing to the Federal Government for the federal aid participation share of the cost. When the project is substantially completed and final actual costs of the project can be determined, the State will present the Agency with a final billing showing the amount due the State or the amount due the Agency. This billing will be cleared by either a payment from the Agency to the State or by a refund from the State to the Agency.

Method B – The Agency's share of the total construction cost as shown on the face of this agreement shall be withheld from its monthly fuel tax allotments. The face of this agreement establishes the months in which the withholding shall take place and the exact amount to be withheld each month. The extent of withholding will be confirmed by letter from the State at the time of contract award. Upon receipt of progress billings from the contractor, the State will submit such billings to the Federal Government for payment of its participating portion of such billings.

Method C – The Agency may submit vouchers to the State in the format prescribed by the State, in duplicate, not more than once per month for those costs eligible for Federal participation to the extent that such costs are directly attributable and properly allocable to this project. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for Federal participation unless claimed under a previously approved indirect cost plan.

The State shall reimburse the Agency for the Federal share of eligible project costs up to the amount shown on the face of this agreement. At the time of audit, the Agency will provide documentation of all costs incurred on the project. The State shall bill the Agency for all costs incurred by the State relative to the project. The State shall also bill the Agency for the federal funds paid by the State to the Agency for project costs which are subsequently determined to be ineligible for federal participation (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation (see Section IX).

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$1,000,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 60 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

X. Traffic Control, Signing, Marking, and Roadway Maintenance

The Agency will not permit any changes to be made in the provisions for parking regulations and traffic control on this project without prior approval of the State and Federal Highway Administration. The Agency will not install or permit to be installed any signs, signals, or markings not in conformance with the standards approved by the Federal Highway Administration and MUTCD. The Agency will, at its own expense, maintain the improvement covered by this agreement.

XI. Indemnity

The Agency shall hold the Federal Government and the State harmless from and shall process and defend at its own expense all claims, demands, or suits, whether at law or equity brought against the Agency, State, or Federal Government, arising from the Agency's execution, performance, or failure to perform any of the provisions of this agreement, or of any other agreement or contract connected with this agreement, or arising by reason of the participation of the State or Federal Government in the project, PROVIDED, nothing herein shall require the Agency to reimburse the State or the Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the State.

XII. Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein.

The Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Agency of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

The Agency hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the rules and regulations of the Secretary of Labor in 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee or understanding pursuant to any federal program involving such grant, contract, loan, insurance, or guarantee, the required contract provisions for Federal-Aid Contracts (FHWA 1273), located in Chapter 44 of the Local Agency Guidelines.

The Agency further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency also agrees:

- (1) To assist and cooperate actively with the State in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary of Labor.
- (2) To furnish the State such information as it may require for the supervision of such compliance and that it will otherwise assist the State in the discharge of its primary responsibility for securing compliance.
- (3) To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction contracts pursuant to the Executive Order.
- (4) To carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the State, Federal Highway Administration, or the Secretary of Labor pursuant to Part II, subpart D of the Executive Order.

In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the State may take any or all of the following actions:

- (a) Cancel, terminate, or suspend this agreement in whole or in part;
- (b) Refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Agency; and
- (c) Refer the case to the Department of Justice for appropriate legal proceedings.

XIII. Liquidated Damages

The Agency hereby agrees that the liquidated damages provisions of 23 CFR Part 635, Subpart 127, as supplemented, relative to the amount of Federal participation in the project cost, shall be applicable in the event the contractor fails to complete the contract within the contract time. Failure to include liquidated damages provision will not relieve the Agency from reduction of federal participation in accordance with this paragraph.

XIV. Termination for Public Convenience

The Secretary of the Washington State Department of Transportation may terminate the contract in whole, or from time to time in part, whenever:

- (1) The requisite federal funding becomes unavailable through failure of appropriation or otherwise.
- (2) The contractor is prevented from proceeding with the work as a direct result of an Executive Order of the President with respect to the prosecution of war or in the interest of national defense, or an Executive Order of the President or Governor of the State with respect to the preservation of energy resources.
- (3) The contractor is prevented from proceeding with the work by reason of a preliminary, special, or permanent restraining order of a court of competent jurisdiction where the issuance of such order is primarily caused by the acts or omissions of persons or agencies other than the contractor.
- (4) The Secretary is notified by the Federal Highway Administration that the project is inactive.
- (5) The Secretary determines that such termination is in the best interests of the State.

XV. Venue for Claims and/or Causes of Action

For the convenience of the parties to this contract, it is agreed that any claims and/or causes of action which the Local Agency has against the State of Washington, growing out of this contract or the project with which it is concerned, shall be brought only in the Superior Court for Thurston County.

XVI. Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The approving authority certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal 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 federal 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, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.

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 as a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, 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.

XVII. Assurances

Local agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities, and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

Additional Provisions

Instructions

1. **Agency Name and Billing Address** – Enter the Agency of primary interest which will become a party to the agreement.
2. **Project Number** – Leave blank. This number will be assigned by WSDOT. Not including all fund program prefixes (ex. “STBGR”), Project Number is defined as the Federal Award Identification Number (FAIN).
3. **Agreement Number** – Leave blank. This number will be assigned by WSDOT.

4.
 - a. **Project Description** – Enter the project name, total length of the project (in miles), and a brief description of the termini. Data entered here must be consistent with the name, length, and termini noted in the STIP and Project Prospectus
Example: (Name) “Regal Road”, (Length) “1.2 miles”, (Termini) “Smith Road to Main Street”
 - b. **Description of Work** – Enter a concise statement of the major items of work to be performed. Statement must be consistent with the description of work noted in the STIP and Project Prospectus.
Example: “Overlay Regal Road; install curb, gutter, and sidewalk; illumination; and traffic signal at the intersection of Regal Road and Dakota Avenue.”
 - c. **Project Agreement End Date** – Enter the Project Agreement End Date (mm/dd/yy). This date is based on the project’s Period of Performance (2 CFR 200.309).

For Planning Only projects – WSDOT recommends agencies estimate the end of the project’s period of performance and add three years to determine the “Project Agreement End Date”.

For PE and RW – WSDOT recommends agencies estimate when the phase will be completed and add three years to determine the “Project Agreement End Date”. For Construction – WSDOT recommends agencies estimate when construction will be completed and add three years to determine the “Project Agreement End Date”.
 - d. **Advertisement Date** – At construction authorization only, enter the proposed project advertisement date (mm/dd/yy).
 - e. **Claiming Indirect Cost Rate** – Check the Yes box if the agency will be claiming indirect costs on the project. For those projects claiming indirect costs, supporting documentation that clearly shows the indirect cost rate being utilized must be provided with the local agency agreement. Indirect cost rate approval by your cognizant agency or through your agency’s self-certification and supporting documentation is required to be available for review by FHWA, WSDOT and /or State Auditor. Check the No box if the agency will not be claiming indirect costs on the project. See section 23.5 for additional guidance.

4. Type of Work and Funding (Round all dollar amounts to the nearest whole dollar)

- a. **PE** – Lines a through d show Preliminary Engineering costs for the project by type of work (e.g., consultant, agency, state services, etc.).

*Federal aid participation ratio for PE – enter ratio for PE lines with amounts in column 3.

- **Line a** – Enter the estimated amount of agency work in columns 1 through 3.
- **Line b & c** – Identify user, consultant, etc., and enter the estimated amounts in columns 1 through 3.
- **Line d** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line e** – Total of lines a + b + c + d.

- b. **Right of Way** – If a Right of Way phase is authorized on the project, the appropriate costs are shown in lines f through i.

*Federal aid participation ratio for RW – enter ratio for RW lines with amounts in column 3.

- **Line f** – Enter the estimated amount of agency work in columns 1 through 3.
- **Line g & h** – Identify user, consultant, etc., and enter the estimated amounts in columns 1 through 3.
- **Line i** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line j** – Total of lines f + g + h + i.

- c. **Construction** – Lines k through p show construction costs for the project by type of work (e.g., contract, consultant, agency, state services, etc.).

*Federal aid participation ratio for CN – enter ratio for CN lines with amounts in column 3.

- **Line k** – Enter the estimated cost of the contract.
- **Lines l, m, & n** – Enter other estimated costs such as utility and construction contracts or non-federally matched contract costs.
- **Line o** – Enter estimated costs of all construction related agency work.
- **Line p** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line q** – Total Construction Cost Estimate. Total of lines k + l + m + n + o + p.

d. Total Project Cost Estimate

- **Line r** – Total Cost Estimate of the Project. Total of lines e + j + q.

*Please remember, if the federal aid participation rate entered is not the maximum rate allowed by FHWA, then the participation rate entered becomes the maximum rate allowed.

6. **Signatures** – An authorized official of the local agency signs the agreement and enters their title and date of signature (mm/dd/yy). **Note:** Do NOT enter a date on the Date Executed line.
7. **Method of Construction Financing** – Choose the method of financing for the construction portion of the project.
 - a. **Method “A”** is used when the state administers the contract for the agency.
 - b. **Method “B”** is also used when the state administers the contract for the agency.
 - c. **Method “C”** is used with projects administered by the local agency. The agency will submit billings monthly through the state to FHWA for all eligible costs. The billings must document the payment requests from the contractor. If state-force work, such as audit and construction engineering, is to receive federal participation, it will be billed to the agency and FHWA simultaneously at the indicated ratio. To show continuous progress agencies should bill monthly until agreement is closed.
8. **Resolutions/Ordinances** – When someone other than the County Executive/Chairman, County Commissioners/Mayor is authorized to sign the agreement, the agency must submit to WSDOT with the agreement a copy of the Resolution/Ordinance designating that individual.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

Subject:

Resolution No. 2025-12, Accepting Washington State Transportation Improvement Board Urban Arterial Program and Active Transportation Program Grants

Department/Office
Public Works

Ordinance/Resolution Number:
2025-12

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-12, authorizing the City Manager to sign and execute grant agreements with the Washington State Transportation Improvement Board as provided therein.

Summary:

On August 7, 2024, Richland City Council adopted Resolution No. 2024-99, authorizing staff to submit grant applications to the Washington State Transportation Improvement Board (TIB) 2024 Urban Arterial Program and Active Transportation Program.

The City was selected by TIB to receive \$1,572,686 in Urban Arterial Program funds for the Duportail/Kennedy Intersection Improvements, the Duportail/Driveway Intersection Improvements, and the Queensgate Drive and Duportail Street Intersection Improvements projects, collectively known as the Duportail Street Improvements Project (the "Project"). The Project will install roundabouts at Kennedy Road and Vintner Square driveway intersections, install access control medians between the roundabouts, and add lanes and signalization enhancements at Queensgate Drive. Together, these improvements are expected to enhance traffic safety in the growing Queensgate retail corridor. Additionally, the City was selected by TIB to receive \$850,000 in Active Transportation Program funds for the George Washington Way Sidewalk Improvements project, which adds sidewalk and slope stabilization on the east side of George Washington Way from Comstock Street to Bradley Boulevard.

Both projects require Council action to amend the 2025-2030 Six-Year Transportation Improvement Program (TIP), which is included on tonight's agenda under Resolution No. 2025-14.

Accepting the grant funds will make these projects financially feasible in support of future traffic growth on the Duportail Street corridor and pedestrian connectivity and safety on George Washington Way.

Fiscal Impact:

These Transportation Improvement Board grants will bring approximately \$2,422,686 into the Streets Capital Fund and eliminate the need for the General Fund to fund the planned projects. The collective Duportail Street Improvements projects were part of the adopted 2025 Capital Improvement Program (CIP). The George Washington Way Sidewalk Improvements project will be incorporated into the 2025 CIP through a future CIP and budget amendment action. The state funding under this grant award requires a twenty percent (20%) local match, which will be funded through available Real Estate Excise Tax (REET) funds.

Attachments:

1. Resolution No. 2025-12
2. Draft Grant Agreement - Duportail Street Improvements
3. Draft Grant Agreement - George Washington Way Sidewalk Improvements

RESOLUTION NO. 2025-12

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING A GRANT AGREEMENT WITH THE
WASHINGTON STATE TRANSPORTATION IMPROVEMENT
BOARD FOR URBAN ARTERIAL PROGRAM AND ACTIVE
TRANSPORTATION PROGRAM GRANT FUNDS.**

WHEREAS, on August 7, 2024, Richland City Council adopted Resolution No. 2024-99, authorizing staff to submit grant applications to the Washington State Transportation Improvement Board (TIB) 2024 Urban Arterial Program and Active Transportation Program; and

WHEREAS, the City was selected by TIB to receive \$1,572,686 in Urban Arterial Program funds for the Duportail Street/Kennedy Road Intersection Improvements, Duportail Street/Driveway Intersection Improvements, and Queensgate Drive and Duportail Street Intersection Improvements Projects, known collectively as the Duportail Street Improvements Project; and

WHEREAS, the City was selected by TIB to receive \$850,000 in Active Transportation Program funds for the George Washington Way Sidewalk Improvements Project, which adds sidewalk and slope stabilization on the east side of George Washington Way from Comstock Street to Bradley Boulevard; and

WHEREAS, a twenty percent (20%) local match is required, which will be funded through available Real Estate Excise Tax (REET) funds; and

WHEREAS, these projects require Council-approved amendments to the 2025-2030 Six-Year Transportation Improvement Program (TIP) which occurred on January 21, 2025; and

WHEREAS, the City's best interests are served by accepting the grant funds to make these projects financially feasible and to support future traffic growth on the Duportail Street corridor, and to enhance pedestrian connectivity and safety on George Washington Way.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute grant agreements and all related documents necessary to receive grant funds from the Washington State Transportation Improvement Board for the Duportail Street Improvements Project and the George Washington Way Sidewalk Improvements Project.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

This space intentionally left blank.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

City of Richland
8-4-171(021)-1
Duportail Street Roundabouts
Keene Rd to Queensgate Dr

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Richland
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the Duportail Street Roundabouts, Keene Rd to Queensgate Dr (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Richland, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

For the project specified above, TIB shall pay 41.6769 percent of approved eligible project costs up to the amount of \$1,572,686, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW and/or chapter 47.04 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as

often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:

- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue and other revenue sources. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the maximum payable TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060 and/or WAC 479-10-575. If an increase is denied, the recipient shall be liable for all costs incurred in excess of the maximum amount payable by TIB. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the intended ratio between TIB funds and total project costs, as described in Section 1.0 of this Agreement.

12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.

15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington and/or 47.04 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name

City of Richland
P-E-171(P07)-1
George Washington Way Sidewalk
Comstock St to Bradley Blvd

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Richland
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the George Washington Way Sidewalk, Comstock St to Bradley Blvd (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Richland, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

For the project specified above, TIB shall pay 80.0000 percent of approved eligible project costs up to the amount of \$850,000, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW and/or chapter 47.04 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as

often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:

- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue and other revenue sources. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the maximum payable TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060 and/or WAC 479-10-575. If an increase is denied, the recipient shall be liable for all costs incurred in excess of the maximum amount payable by TIB. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the intended ratio between TIB funds and total project costs, as described in Section 1.0 of this Agreement.

12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.

15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington and/or 47.04 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

Subject:

Resolution No. 2025-13, Accepting Washington State Department of Transportation National Highway System Asset Management Program Grants

Department/Office
Public Works

Ordinance/Resolution Number:
2025-13

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-13, authorizing the City Manager to sign and execute grant agreements and all related documents necessary to receive grant funds from the Washington State Department of Transportation 2023 National Highway System (NHS) Asset Management Program for pavement preservation on George Washington Way.

Summary:

On October 3, 2023, Richland City Council passed Resolution No. 2023-154, authorizing staff to submit grant applications to the Washington State Department of Transportation 2023 National Highway System (NHS) Asset Management Program. The City was awarded funds for pavement preservation for two (2) projects on George Washington Way.

The project awards are \$1,024,000 for George Washington Way from Bradley Boulevard to Guyer Avenue, and \$1,307,000 for George Washington Way from Columbia Point Drive to Bradley Boulevard. No local matching funds are required. These two (2) projects also require amendment of the City's adopted 2025-2030 Six-Year Transportation Improvement Program (TIP), which is included under Resolution No. 2025-14 also on tonight's agenda.

The City's best interests are served by acquiring grant funds to contribute to the success of Richland's Pavement Preservation Program. The proposed grant agreement is a standard local agency agreement issued by WSDOT.

Staff recommends adoption of Resolution No. 2025-13.

Fiscal Impact:

The grant will bring approximately \$2,331,000 into the Streets Capital Fund and eliminate the need for a General Fund contribution to this planned project. The George Washington Way pavement preservation project has two pieces, one which is part of the adopted Downtown Connectivity Capital Improvement Program, and one that will be added to the City's Pavement Preservation Program. No match funds are required.

Attachments:

1. Resolution No. 2025-13
2. WSDOT Local Agency Agreement - Template

RESOLUTION NO. 2025-13

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING GRANT AGREEMENTS WITH THE WASHINGTON
STATE DEPARTMENT OF TRANSPORTATION FOR NATIONAL
HIGHWAY SYSTEM ASSET MANAGEMENT PROGRAM FUNDS TO
SUPPORT THE GEORGE WASHINGTON WAY PAVEMENT
RESURFACING PROJECT.**

WHEREAS, on October 3, 2023, Richland City Council adopted Resolution No. 2023-154, authorizing the submittal of a grant application to the Washington State Department of Transportation's 2023 National Highway System Asset Management Program; and

WHEREAS, the City was awarded funds for pavement preservation for two (2) projects on George Washington Way; and

WHEREAS, the project awards are \$1,024,000 for George Washington Way from Columbia Point Drive to Bradley Boulevard, and \$1,307,000 for George Washington Way from Bradley Boulevard to Guyer Avenue; and

WHEREAS, no local matching funds are required; and

WHEREAS, the City's best interests are served by accepting the grant funds to contribute to Richland's Pavement Preservation Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute grant agreements and all related documents necessary to accept grant funds from the Washington State Department of Transportation's National Highway System Asset Management Program for the George Washington Way Pavement Resurfacing Project.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



Agency

Address

Local Agency Agreement

ALN 20.205 - Highway Planning and Construction
(Assistance Listing Number)

Project Number

Agreement Number

For WSDOT Use Only

The Local Agency having complied, or hereby agreeing to comply, with the terms and conditions set forth in (1) Title 23, U.S. Code Highways, (2) the regulations issued pursuant thereto, (3) 2 CFR Part 200, (4) 2 CFR Part 180 – certifying that the local agency is not excluded from receiving Federal funds by a Federal suspension or debarment, (5) the policies and procedures promulgated by the Washington State Department of Transportation, and (6) the federal aid project agreement entered into between the State and Federal Government, relative to the above project, the Washington State Department of Transportation will authorize the Local Agency to proceed on the project by a separate notification. Federal funds which are to be obligated for the project may not exceed the amount shown herein on line r, column 3, without written authority by the State, subject to the approval of the Federal Highway Administration. All project costs not reimbursed by the Federal Government shall be the responsibility of the Local Agency.

Project Description

Name

Length

Termini

Description of Work

Project Agreement End Date

Advertisement Date

Indirect Cost Rate

☐ Yes ☐ No

Type of Work		Estimate of Funding		
		(1) Estimated Total Project Funds	(2) Estimated Agency Funds	(3) Estimated Federal Funds
PE % Federal Aid Participation Ratio(s) for PE	a. Agency			
	b. Other			
	c. Other			
	d. State Services			
	e. Total PE Cost Estimate	0.00	0.00	0.00
Right of Way % Federal Aid Participation Ratio(s) for RW	f. Agency			
	g. Other			
	h. Other			
	i. State Services			
	j. Total R/W Cost Estimate	0.00	0.00	0.00
Construction % Federal Aid Participation Ratio(s) for CN	k. Contract			
	l. Other			
	m. Other			
	n. Other			
	o. Agency			
	p. State Services			
	q. Total CN Cost Estimate	0.00	0.00	0.00
r. Total Project Cost Estimate		0.00	0.00	0.00

Agency Official

By

Title

Agency Date

Washington State Department of Transportation

By

Director, Local Programs

Date Executed

Construction Method of Financing (Check Method Selected)

State Ad and Award

Method A - Advance Payment - Agency Share of total construction cost (based on contract award)

Method B - Withhold from gas tax the Agency's share of total construction cost (line 5, column 2) in the amount of \$ _____ at \$ _____ per month for _____ months.

Local Force or Local Ad and Award

Method C - Agency cost incurred with partial reimbursement

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the federal funds obligated, it accepts and will comply with the applicable provisions set forth below. Adopted by official action on _____, _____, Resolution/Ordinance No. _____.

Provisions

I. Scope of Work

The Agency shall provide all the work, labor, materials, and services necessary to perform the project which is described and set forth in detail in the "Project Description" and "Type of Work."

When the State acts for and on behalf of the Agency, the State shall be deemed an agent of the Agency and shall perform the services described and indicated in "Type of Work" on the face of this agreement, in accordance with plans and specifications as proposed by the Agency and approved by the State and the Federal Highway Administration.

When the State acts for the Agency but is not subject to the right of control by the Agency, the State shall have the right to perform the work subject to the ordinary procedures of the State and Federal Highway Administration.

II. Delegation of Authority

The State is willing to fulfill the responsibilities to the Federal Government by the administration of this project. The Agency agrees that the State shall have the full authority to carry out this administration. The State shall review, process, and approve documents required for federal aid reimbursement in accordance with federal requirements. If the State advertises and awards the contract, the State will further act for the Agency in all matters concerning the project as requested by the Agency. If the Local Agency advertises and awards the project, the State shall review the work to ensure conformity with the approved plans and specifications.

III. Project Administration

Certain types of work and services shall be provided by the State on this project as requested by the Agency and described in the Type of Work above. In addition, the State will furnish qualified personnel for the supervision and inspection of the work in progress. On Local Agency advertised and awarded projects, the supervision and inspection shall be limited to ensuring all work is in conformance with approved plans, specifications, and federal aid requirements. The salary of such engineer or other supervisor and all other salaries and costs incurred by State forces upon the project will be considered a cost thereof. All costs related to this project incurred by employees of the State in the customary manner on highway payrolls and vouchers shall be charged as costs of the project.

IV. Availability of Records

All project records in support of all costs incurred and actual expenditures kept by the Agency are to be maintained in accordance with local government accounting procedures prescribed by the Washington State Auditor's Office, the U.S. Department of Transportation, and the Washington State Department of Transportation. The records shall be open to inspection by the State and Federal Government at all reasonable times and shall be retained and made available for such inspection for a period of not less than three years from the final payment of any federal aid funds to the Agency. Copies of said records shall be furnished to the State and/or Federal Government upon request.

V. Compliance with Provisions

The Agency shall not incur any federal aid participation costs on any classification of work on this project until authorized in writing by the State for each classification. The classifications of work for projects are:

1. Preliminary engineering.
2. Right of way acquisition.
3. Project construction.

Once written authorization is given, the Agency agrees to show continuous progress through monthly billings. Failure to show continuous progress may result the Agency's project becoming inactive, as described in 23 CFR 630, and subject to de-obligation of federal aid funds and/or agreement closure.

If right of way acquisition, or actual construction of the road for which preliminary engineering is undertaken is not started by the close of the tenth fiscal year following the fiscal year in which preliminary engineering phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

If actual construction of the road for which right of way has been purchased is not started by the close of the tenth fiscal year following the fiscal year in which the right of way phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

The Agency agrees that all stages of construction necessary to provide the initially planned complete facility within the limits of this project will conform to at least the minimum values set by approved statewide design standards applicable to this class of highways, even though such additional work is financed without federal aid participation.

The Agency agrees that on federal aid highway construction projects, the current federal aid regulations which apply to liquidated damages relative to the basis of federal participation in the project cost shall be applicable in the event the contractor fails to complete the contract within the contract time.

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

1. Project Construction Costs

Project construction financing will be accomplished by one of the three methods as indicated in this agreement.

Method A – The Agency will place with the State, within (20) days after the execution of the construction contract, an advance in the amount of the Agency's share of the total construction cost based on the contract award. The State will notify the Agency of the exact amount to be deposited with the State. The State will pay all costs incurred under the contract upon presentation of progress billings from the contractor. Following such payments, the State will submit a billing to the Federal Government for the federal aid participation share of the cost. When the project is substantially completed and final actual costs of the project can be determined, the State will present the Agency with a final billing showing the amount due the State or the amount due the Agency. This billing will be cleared by either a payment from the Agency to the State or by a refund from the State to the Agency.

Method B – The Agency's share of the total construction cost as shown on the face of this agreement shall be withheld from its monthly fuel tax allotments. The face of this agreement establishes the months in which the withholding shall take place and the exact amount to be withheld each month. The extent of withholding will be confirmed by letter from the State at the time of contract award. Upon receipt of progress billings from the contractor, the State will submit such billings to the Federal Government for payment of its participating portion of such billings.

Method C – The Agency may submit vouchers to the State in the format prescribed by the State, in duplicate, not more than once per month for those costs eligible for Federal participation to the extent that such costs are directly attributable and properly allocable to this project. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for Federal participation unless claimed under a previously approved indirect cost plan.

The State shall reimburse the Agency for the Federal share of eligible project costs up to the amount shown on the face of this agreement. At the time of audit, the Agency will provide documentation of all costs incurred on the project. The State shall bill the Agency for all costs incurred by the State relative to the project. The State shall also bill the Agency for the federal funds paid by the State to the Agency for project costs which are subsequently determined to be ineligible for federal participation (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation (see Section IX).

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$1,000,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 60 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

X. Traffic Control, Signing, Marking, and Roadway Maintenance

The Agency will not permit any changes to be made in the provisions for parking regulations and traffic control on this project without prior approval of the State and Federal Highway Administration. The Agency will not install or permit to be installed any signs, signals, or markings not in conformance with the standards approved by the Federal Highway Administration and MUTCD. The Agency will, at its own expense, maintain the improvement covered by this agreement.

XI. Indemnity

The Agency shall hold the Federal Government and the State harmless from and shall process and defend at its own expense all claims, demands, or suits, whether at law or equity brought against the Agency, State, or Federal Government, arising from the Agency's execution, performance, or failure to perform any of the provisions of this agreement, or of any other agreement or contract connected with this agreement, or arising by reason of the participation of the State or Federal Government in the project, PROVIDED, nothing herein shall require the Agency to reimburse the State or the Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the State.

XII. Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein.

The Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Agency of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

The Agency hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the rules and regulations of the Secretary of Labor in 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee or understanding pursuant to any federal program involving such grant, contract, loan, insurance, or guarantee, the required contract provisions for Federal-Aid Contracts (FHWA 1273), located in Chapter 44 of the Local Agency Guidelines.

The Agency further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency also agrees:

- (1) To assist and cooperate actively with the State in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary of Labor.
- (2) To furnish the State such information as it may require for the supervision of such compliance and that it will otherwise assist the State in the discharge of its primary responsibility for securing compliance.
- (3) To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction contracts pursuant to the Executive Order.
- (4) To carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the State, Federal Highway Administration, or the Secretary of Labor pursuant to Part II, subpart D of the Executive Order.

In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the State may take any or all of the following actions:

- (a) Cancel, terminate, or suspend this agreement in whole or in part;
- (b) Refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Agency; and
- (c) Refer the case to the Department of Justice for appropriate legal proceedings.

XIII. Liquidated Damages

The Agency hereby agrees that the liquidated damages provisions of 23 CFR Part 635, Subpart 127, as supplemented, relative to the amount of Federal participation in the project cost, shall be applicable in the event the contractor fails to complete the contract within the contract time. Failure to include liquidated damages provision will not relieve the Agency from reduction of federal participation in accordance with this paragraph.

XIV. Termination for Public Convenience

The Secretary of the Washington State Department of Transportation may terminate the contract in whole, or from time to time in part, whenever:

- (1) The requisite federal funding becomes unavailable through failure of appropriation or otherwise.
- (2) The contractor is prevented from proceeding with the work as a direct result of an Executive Order of the President with respect to the prosecution of war or in the interest of national defense, or an Executive Order of the President or Governor of the State with respect to the preservation of energy resources.
- (3) The contractor is prevented from proceeding with the work by reason of a preliminary, special, or permanent restraining order of a court of competent jurisdiction where the issuance of such order is primarily caused by the acts or omissions of persons or agencies other than the contractor.
- (4) The Secretary is notified by the Federal Highway Administration that the project is inactive.
- (5) The Secretary determines that such termination is in the best interests of the State.

XV. Venue for Claims and/or Causes of Action

For the convenience of the parties to this contract, it is agreed that any claims and/or causes of action which the Local Agency has against the State of Washington, growing out of this contract or the project with which it is concerned, shall be brought only in the Superior Court for Thurston County.

XVI. Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The approving authority certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal 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 federal 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, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.

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 as a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, 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.

XVII. Assurances

Local agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities, and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

Additional Provisions

Instructions

1. **Agency Name and Billing Address** – Enter the Agency of primary interest which will become a party to the agreement.
2. **Project Number** – Leave blank. This number will be assigned by WSDOT. Not including all fund program prefixes (ex. “STBGR”), Project Number is defined as the Federal Award Identification Number (FAIN).
3. **Agreement Number** – Leave blank. This number will be assigned by WSDOT.

4.
 - a. **Project Description** – Enter the project name, total length of the project (in miles), and a brief description of the termini. Data entered here must be consistent with the name, length, and termini noted in the STIP and Project Prospectus
Example: (Name) “Regal Road”, (Length) “1.2 miles”, (Termini) “Smith Road to Main Street”
 - b. **Description of Work** – Enter a concise statement of the major items of work to be performed. Statement must be consistent with the description of work noted in the STIP and Project Prospectus.
Example: “Overlay Regal Road; install curb, gutter, and sidewalk; illumination; and traffic signal at the intersection of Regal Road and Dakota Avenue.”
 - c. **Project Agreement End Date** – Enter the Project Agreement End Date (mm/dd/yy). This date is based on the project’s Period of Performance (2 CFR 200.309).

For Planning Only projects – WSDOT recommends agencies estimate the end of the project’s period of performance and add three years to determine the “Project Agreement End Date”.

For PE and RW – WSDOT recommends agencies estimate when the phase will be completed and add three years to determine the “Project Agreement End Date”. For Construction – WSDOT recommends agencies estimate when construction will be completed and add three years to determine the “Project Agreement End Date”.
 - d. **Advertisement Date** – At construction authorization only, enter the proposed project advertisement date (mm/dd/yy).
 - e. **Claiming Indirect Cost Rate** – Check the Yes box if the agency will be claiming indirect costs on the project. For those projects claiming indirect costs, supporting documentation that clearly shows the indirect cost rate being utilized must be provided with the local agency agreement. Indirect cost rate approval by your cognizant agency or through your agency’s self-certification and supporting documentation is required to be available for review by FHWA, WSDOT and /or State Auditor. Check the No box if the agency will not be claiming indirect costs on the project. See section 23.5 for additional guidance.

4. Type of Work and Funding (Round all dollar amounts to the nearest whole dollar)

- a. **PE** – Lines a through d show Preliminary Engineering costs for the project by type of work (e.g., consultant, agency, state services, etc.).

*Federal aid participation ratio for PE – enter ratio for PE lines with amounts in column 3.

- **Line a** – Enter the estimated amount of agency work in columns 1 through 3.
- **Line b & c** – Identify user, consultant, etc., and enter the estimated amounts in columns 1 through 3.
- **Line d** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line e** – Total of lines a + b + c + d.

- b. **Right of Way** – If a Right of Way phase is authorized on the project, the appropriate costs are shown in lines f through i.

*Federal aid participation ratio for RW – enter ratio for RW lines with amounts in column 3.

- **Line f** – Enter the estimated amount of agency work in columns 1 through 3.
- **Line g & h** – Identify user, consultant, etc., and enter the estimated amounts in columns 1 through 3.
- **Line i** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line j** – Total of lines f + g + h + i.

- c. **Construction** – Lines k through p show construction costs for the project by type of work (e.g., contract, consultant, agency, state services, etc.).

*Federal aid participation ratio for CN – enter ratio for CN lines with amounts in column 3.

- **Line k** – Enter the estimated cost of the contract.
- **Lines l, m, & n** – Enter other estimated costs such as utility and construction contracts or non-federally matched contract costs.
- **Line o** – Enter estimated costs of all construction related agency work.
- **Line p** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line q** – Total Construction Cost Estimate. Total of lines k + l + m + n + o + p.

d. **Total Project Cost Estimate**

- **Line r** – Total Cost Estimate of the Project. Total of lines e + j + q.

*Please remember, if the federal aid participation rate entered is not the maximum rate allowed by FHWA, then the participation rate entered becomes the maximum rate allowed.

6. **Signatures** – An authorized official of the local agency signs the agreement and enters their title and date of signature (mm/dd/yy). **Note:** Do NOT enter a date on the Date Executed line.
7. **Method of Construction Financing** – Choose the method of financing for the construction portion of the project.
 - a. **Method “A”** is used when the state administers the contract for the agency.
 - b. **Method “B”** is also used when the state administers the contract for the agency.
 - c. **Method “C”** is used with projects administered by the local agency. The agency will submit billings monthly through the state to FHWA for all eligible costs. The billings must document the payment requests from the contractor. If state-force work, such as audit and construction engineering, is to receive federal participation, it will be billed to the agency and FHWA simultaneously at the indicated ratio. To show continuous progress agencies should bill monthly until agreement is closed.
8. **Resolutions/Ordinances** – When someone other than the County Executive/Chairman, County Commissioners/Mayor is authorized to sign the agreement, the agency must submit to WSDOT with the agreement a copy of the Resolution/Ordinance designating that individual.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

Subject:

Resolution No. 2025-17, Authorizing a First Amendment to the City Manager Employment Contract with Jon Amundson

Department/Office
City Attorney

Ordinance/Resolution Number:
2025-17

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-17, authorizing Mayor Richardson to sign and execute the first amendment to the City Manager Employment Contract with Jon Amundson (Contract No. 447-21).

Summary:

In 2021, Jon Amundson and the City of Richland entered into an employment contract providing certain pay and benefits to Mr. Amundson in exchange for his service as Richland City Manager (see Contract No. 447-21). As part of that agreement, Mr. Amundson was contractually guaranteed three (3) months of salary as severance in the event of his involuntary separation from employment with the City of Richland.

The existing agreement provides that, "[i]n conjunction with Amundson's annual review or at any other time during the term of this Agreement, the City Council may, in its discretion, review and adjust the base salary and/or benefits of Amundson." As part of Mr. Amundson's 2024 performance review, City Council has determined it appropriate to increase Mr. Amundson's severance in the event of involuntary separation from three (3) months to six (6) months. The Richland City Charter provides a base amount of two (2) months. See Article IV, Section 4.02 of the Richland City Charter.

Resolution No. 2025-17 will authorize Mayor Richardson to sign and execute the First Amendment to the City Manager Employment Contract increasing Mr. Amundson's severance as detailed above.

Fiscal Impact: The proposed amendment will increase the City Manager's severance by three (3) months of salary for a total of six (6) months. This financial obligation comes due only in the event of involuntary separation.

Attachments:

1. Resolution No. 2025-17
2. First Amendment to Contract No. 447-21

RESOLUTION NO. 2025-17

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AUTHORIZING THE FIRST AMENDMENT TO THE CITY
MANAGER CONTRACT WITH JON AMUNDSON.**

WHEREAS, the City and Mr. Jon Amundson entered into the Original Agreement on December 7, 2021 with respect to the terms and conditions of Mr. Amundson's employment as Richland City Manager (*see* Richland Contract No. 447-21); and

WHEREAS, as part of the Original Agreement, Mr. Amundson was contractually guaranteed three (3) months of salary as severance in the event of his involuntary separation from employment with the City of Richland; and

WHEREAS, the Original Agreement provides that, "[i]n conjunction with Amundson's annual review or at any other time during the term of this Agreement, the City Council may, in its discretion, review and adjust the base salary and/or benefits of Amundson."

WHEREAS, in consideration of Mr. Amundson's positive performance review for calendar year 2024, Richland City Council has determined to amend the Original Agreement to expand Mr. Amundson's severance benefit from three (3) months to six (6) months upon involuntary separation from city employment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that Mayor Richardson is hereby authorized to sign and execute the First Amendment to the City Manager Contract with Jon Amundson to increase his severance benefit as provided therein.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

**FIRST AMENDMENT TO
CITY MANAGER EMPLOYMENT CONTRACT
Between
City of Richland
And
Jon Amundson**

This **First Amendment** to the December 7, 2021 City Manager Employment Agreement (hereinafter “Original Agreement”) is made and entered into on this ____ day of January, 2025, by and between the **City of Richland**, a Washington municipal corporation (“City”) and **Jon Amundson**, an individual (hereafter referred to as “Amundson”).

I. Recitals

WHEREAS, the City and Amundson entered into the Original Agreement on December 7, 2021 with respect to the terms and conditions of Amundson’s employment as Richland City Manager (*see* Richland Contract No. 447-21); and

WHEREAS, as part of Amundson’s positive performance review for calendar year 2024, Richland City Council has determined to amend the Original Agreement to expand Amundson’s severance benefit from three (3) months to six (6) months.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Amundson hereby agree as follows:

II. Agreement

1. Section 7.1.1 of the Original Agreement entitled Severance Pay is modified to read as follows:

7.1.1 Severance Pay. If the City elects to terminate Amundson for any reason other than for “cause” as defined below, Amundson shall receive a lump sum payment equal to ~~three (3)~~ six (6) months of salary as severance, rather than the two months provided for in the Richland City Charter. Any accrued leave shall be paid out in accordance with the “Compensation Plan for Unaffiliated Employees,” as now existing or as amended hereafter. In consideration of such severance payment, Amundson agrees to execute a release of all claims against the City, its elected or appointed officers, employees, or agents for any claims arising out of Amundson’s employment with the City or termination of Amundson’s employment with the City.

2. Except as expressly amended and modified by this Amendment, the Original Agreement is and shall continue to be in full force and effect in accordance with the terms thereof.
3. This Amendment shall be construed in accordance and governed by the laws of the state of Washington.

4. The headings contained in this Amendment are for ease of reference only and shall not be considered in construing this Amendment.

IN WITNESS WHEREOF, the Parties have executed this First Amendment on the date first written above.

CITY MANAGER

CITY OF RICHLAND

Jon Amundson, Employee

Theresa Richardson, Mayor

Attest:

Jennifer Rogers, City Clerk

Approved as to Form:

Heather Kintzley, City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Items - Approval

Strategic Priority I - High Performance Government

Subject:

Authorizing an Increase to the City Manager's Annual Salary for Calendar Year 2025

Department/Office
Human Resources

Ordinance/Resolution Number:

Document Type:
General Business Item

Recommended Motion:

Move to approve a 5.5% increase to City Manager Jon Amundson's 2024 base salary effective December 16, 2024.

Summary:

Richland City Council completed its annual evaluation of City Manager Jon Amundson's performance for the calendar year 2024 on Tuesday, January 7, 2025. After the evaluation, City Council directed staff to prepare an item for approval to be included in the January 21, 2025 agenda packet providing for a salary adjustment.

City Council intends to increase the City Manager's annual salary by 5.5% effective December 16, 2024. Per the terms of the existing employment contract between the City of Richland and Mr. Amundson, "[i]n conjunction with Amundson's annual review or at any other time during the term of this Agreement, the City Council may, in its discretion, review and adjust the base salary and/or benefits of Amundson."

Additionally, Section 7 of the employment agreement between Jon Amundson and the City of Richland will be amended to increase Mr. Amundson's severance upon involuntary separation from three (3) months to six (6) months. See Resolution No. 2025-17.

Fiscal Impact:

The City Manager's 2024 base salary is \$233,584. The position's annualized salary and benefits costs are anticipated in the 2025 Budget.

Attachments:

1. 2025 City Manager Merit Increase
2. City Manager Performance Evaluation Criteria
3. 2024 CM Evaluation - Amundson

CITY OF RICHLAND
OFFICE OF THE MAYOR

625 Swift Boulevard, MS-4
Richland, WA 99352
(509) 942-7381



MEMORANDUM

TO: Brandon Allen, Finance Director

FROM: Theresa Richardson, Mayor

DATE: January 21, 2025

SUBJECT: Merit Increase for City Manager Amundson for 2024 Performance

Consistent with action taken by Richland City Council on January 21, 2025, please increase City Manager Jon Amundson's 2024 base salary by 5.5% effective December 16, 2024. This reflects a merit increase awarded for performance during the 2024 calendar year.

Leadership Competencies

Individual Characteristics

- Diligent and thorough in the discharge of duties, "self-starter"
- Exercises good judgment
- Display enthusiasm, cooperation, and willingness to adapt
- Directs competent and capable energy and ability toward tasks required of the position
- Exhibits composure, appearance, and attitude for an executive position

Professional Skills and Status

- Maintains knowledge of current developments affecting the practice of local government management
- Demonstrates a capacity for innovation and creativity
- Anticipates and analyzes problems to develop effective approaches for solving them
- Willing to try new ideas proposed by City Councilmembers and/or staff
- Sets a professional example by handling affairs of the public office in a fair and impartial manner

Relations with Members of the City Council

- Carries out directives of the body as a whole as opposed to those of any one member or minority group
- Sets meeting agendas that reflect the guidance of the governing body and avoids unnecessary involvement in administrative actions
- Disseminates complete and accurate information equally to all members in a timely manner
- Assists by facilitating decision-making without usurping authority
- Responds well to requests, advice, and constructive criticism

Policy Execution

- Implements governing body actions in accordance with the intent of the council
- Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- Understands, supports, and enforces local government’s laws, policies, and ordinances
- Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

Reporting

- Provides regular information and reports to the governing body concerning matters of importance to the local government, using the city charter as a guide
- Responds in a timely manner to requests from the governing body for special reports
- Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- Reports produced by the manager are accurate, comprehensive, concise, and written to their intended audience
- Produces and handles reports in a way to convey the message that the affairs of the organization are open to public scrutiny

Citizen Relations

- Responsive to requests from citizens
- Demonstrates a dedication to service to the community and its citizens
- Maintains a nonpartisan approach in dealing with the news media
- Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- Gives an appropriate effort to maintain citizen satisfaction with city services

Staffing

- Recruits and retains competent personnel for staff positions
- Applies an appropriate level of supervision to improve any areas of substandard performance
- Stays accurately informed and appropriately concerned about employee relations
- Professionally manages the compensation and benefits plan
- Promotes training and development opportunities for employees at all levels of the organization

Supervision

- Encourages department directors to make decisions within their jurisdictions with minimal city manager involvement yet maintains general control of operations by providing the right amount of communication to the staff
- Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
- Develops and maintains a friendly and informal relationship with the staff and workforce in general, yet maintains the professional dignity of the city manager's office
- Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- Encourages teamwork, innovation, and effective problem-solving among all staff members

Fiscal Management

- Prepares a balanced budget to provide services at a level directed by the City Council
- Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- Prepares a budget and budgetary recommendations in an intelligent and accessible format
- Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- Appropriately monitors and manages fiscal activities of the organization

Community

- Shares responsibility for addressing the difficult issues facing the city
- Avoids unnecessary controversy
- Cooperates with neighboring communities and Benton County
- Helps the council address future needs and develop adequate plans to address long-term trends
- Cooperates with other regional, state and federal government agencies



Leadership Competencies

1. Individual Characteristics
2. Professional Skills and Status
3. Relations with Members of the City Council
4. Policy Execution
5. Reporting
6. Citizen Relations
7. Staffing
8. Supervision
9. Fiscal Management
10. Community

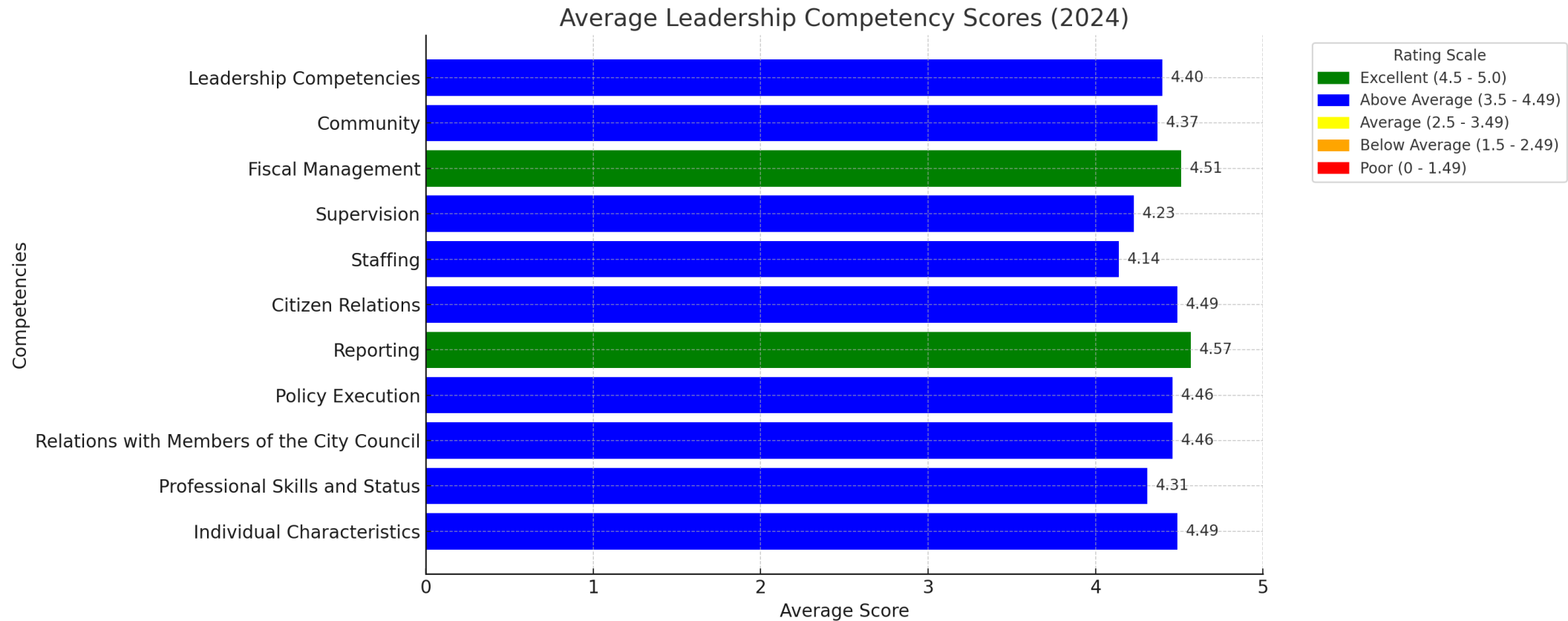


Scale

Scale	Rating		Begin Range	End Range
5	Excellent	(almost always exceeds the performance standard)	4.5	5.0
4	Above Average	(generally exceeds the performance standard)	3.5	4.49
3	Average	(generally meets the performance standard)	2.5	3.49
2	Below Average	(usually does not meet the performance standard)	1.5	2.49
1	Poor	(rarely meets the performance standard)	0	1.49



Leadership Competency Scores



Strengths Identified Across Evaluations

- Inspire confidence and bring out the best in team
- Steadiness in the face of adversity
- Budget Management*
- Balancing input from various Council members
- Interpersonal Skills*
- Development of others
- Treating all Councilmembers equally
- Ability to execute strategic plan and economic development projects
- Cooperation and collaboration with outside agencies, regional partners
- Patience and discerning judgment – RE: Police Chief Search



Areas for Improvement

- Recruitment and Retention (Length of process, vetting)
- Better agenda management and presentation by Staff
- Spend more time with all levels of staff
- Request more guidance when receiving conflicting messages from Council



Constructive Suggestions

- Create goals and expectations for each department director
- Continue to build on investing in staff, including professional development
- Work towards stability with recent changes in leadership, enhancing morale
- Suggest opportunities for continued professional growth



Other Comments

- Emphasis on downtown revitalization, nuclear industry, and additional housing options
- Continue to build on investing in staff, including professional development
- Work towards stability with recent changes in leadership, enhancing morale
- Suggest opportunities for continued professional growth



Overall Evaluation

The City Manager excels in fiscal management, reporting, citizen relations, and individual leadership characteristics. While staffing and supervision were the two lowest-ranked, the City Manager still maintained an above-average rating in each of those competencies. The feedback reflects high confidence in the manager's capabilities and a commitment to continuous growth and organizational success.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Items - Approval

Strategic Priority I - High Performance Government

Subject:

Authorizing Travel for (TCLC) Tri-Cities Legislative Days & AWC Mayors Exchange for Mayor Richardson and Travel for Councilmember VanDyke to (TCLC) Tri-Cities Legislative Days

Department/Office
City Manager

Ordinance/Resolution Number:

Document Type:
General Business Item

Recommended Motion:

Authorize travel for Theresa Richardson and Shayne VanDyke to attend the TCLC Tri-Cities Day in Olympia, Washington on January 23 - 24, 2025, and for Theresa Richardson to attend the AWC Mayors Exchange - Winter 2025 in Olympia, Washington on January 24, 2025.

Summary:

The Tri-Cities Legislative Council (TCLC) is a coalition of community organizations from the Tri-Cities. Its primary mission is to advocate for the region's interests at the state and federal levels, fostering collaboration among member organizations to avoid duplication of efforts and maximize impact. The Tri-Cities Legislative Council has representatives from the Tri-City Regional Chamber of Commerce, TRIDEC, Tri-Cities Visitor and Convention Bureau, the Pasco Chamber of Commerce, the West Richland Chamber of Commerce, and the Hispanic Chamber of Commerce.

Association of Washington Cities (AWC) is a private, nonprofit, nonpartisan corporation that represents Washington's cities and towns before the state legislature, the state executive branch and regulatory agencies. This particular opportunity is limited to mayors and is a chance to connect with mayors from across the state during the legislative session to gather and rally around issues that matter to cities, share local legislative agendas, and discuss how they intersect with AWC's priorities and to connect and share with peers about what's happening in their city.

Richland Municipal Code (RMC) Sections 1.01.040 and 2.26.062 require Council approval for travel which requires either an overnight stay, the use of commercial transportation to travel outside of Washington State, or when expenses exceed \$500.

Fiscal Impact:

Anticipated expenses are \$1000 for Theresa Richardson to attend the AWC Mayors Exchange - Winter 2025 and Tri-Cities Day at the Capital. Anticipated expenses are \$500 for Shayne VanDyke to attend the Tri-Cities Day at the Capital. A portion of these expenses may be eligible for reimbursement by AWC. The City Council budget is adequate to cover all costs if not reimbursed.

Attachments:

1. TCLC AGENDA
2. AWC Mayors Exchange Agenda



Join us for
Tri-Cities Day in Olympia

Thursday, January 23, 2025

11:30am- 4:00 pm- Legislative Connections

6:00 pm - 8:00 pm Legislative Reception

Various Locations

Join the Tri-Cities Legislative Council for an engaging afternoon of legislative connections and networking with elected officials. Participate in discussions as we address the legislative priorities of the Tri-City government sector and business community. Conclude the day with our Legislative Reception, where you'll have more opportunities to connect with our local legislative delegation and network.



Public registration will open in mid-November. Space is limited so sign up today

**Please contact Matt Murphy 509-491-3234 or
matt.murphy@tricityregionalchamber.com with any questions.**



AWC Mayors Exchange

Winter 2025

Subject to change

Thursday, January 23

TBD

3 – 4 pm	Capitol tour
5:30 – 7 pm	Networking reception with legislators

Friday, January 24

AWC office

1076 Franklin Street SE, Olympia, WA, 98501

8 – 8:30 am	Networking and registration <i>Coffee and continental breakfast provided</i>
8:30 – 9 am	Welcome, opening, and introductions
9 – 9:45 am	AWC 2025 legislative session update With the long session just kicking off, hear more about the hot topics impacting cities.
9:45 – 10 am	Coffee break
10 – 11 am	Update on the Criminal Justice Training Center CJTC Director Monica Alexander will provide an update on the progress made reducing wait times for the Basic Law Enforcement Academy; how regional academies are working; and the challenges with the aging main facility and her vision for a new training campus.
11 am – Noon	News from home This is your opportunity to connect and share with fellow mayors about what's happening at home and what you are excited about for 2025.
Noon – 1:15 pm <i>Lunch provided</i>	Networking lunch We'll break for lunch but keep those discussions going at your table.
1:15 – 2 pm	Legislative leadership updates We will hear from legislative leadership on their expectations for the session and their perspectives on the issues important to cities.
2 – 3 pm	Perfecting your pitch During this interactive session we will share tips and help you prepare so to make the most of your short meetings with your legislators.

Last updated 12/30/24



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Expenditures - Approval

Strategic Priority 2 - Financial Sustainability

Subject:

Expenditures from December 1, 2024 to December 31, 2024 for \$30,377,259.64 including Travel Checks Nos. 20678-20678, Accounts Payable Check Nos. 329729-331203, Accounts Payable Wire Nos. 10363-10404, Payroll Wires & ACH Nos. 14415-14463, Payroll Direct Deposit & Check Nos. 232417-233559, and Pension Check Nos. 6902-6922.

Department/Office
Finance

Ordinance/Resolution Number:

Document Type:
Expenditures

Recommended Motion:

Approve the expenditures from December 1, 2024 to December 31, 2024 in the amount of \$30,377,259.64.

Summary:

Breakdown of Expenditures:

Travel Checks	20678-20678	\$797.21
Accounts Payable Checks	329729-331203	\$5,599,522.69
Accounts Payable Wires	10363-10404	\$18,482,003.68
Payroll Wires & ACH	14415-14463	\$3,599,600.64
Payroll Direct Deposit & Checks	232417-233559	\$2,675,252.17
Pension Checks	6902-6922	\$20,083.25
TOTAL		\$30,377,259.64

Fiscal Impact:

Total Disbursements: \$30,377,259.64

Attachments:

1. Expenditure Summary
2. Travel Checks
3. Accounts Payable Checks
4. Accounts Payable Wires
5. Payroll Wires & ACH
6. Payroll Direct Deposit & Checks
7. Pension Checks

Expenditure Summary - 12/1/2024 - 12/31/2024

AP-EXP-SUMMARY-001

Expenditure Breakdown Summary

	REPORT	START CHECK	END CHECK	CHECK COUNT	CHECK TOTALS	VOID AMT
Travel Checks	(AP-TRVLCHKS-001)	20678	20678	1	\$797.21	\$0.00
Accounts Payable Checks	(AP-CHKHIST-DETAIL-001)	329729	331203	1475	\$5,599,522.69	\$2,974.51
Accounts Payable Wires	(AP-WIRENOS-001)	10363	10404	38	\$18,482,003.68	\$0.00
Payroll Wires & ACH	(PR-WIRESACH-001)	14415	14463	49	\$3,599,600.64	\$0.00
Payroll Direct Deposit & Checks	(PR-CHKHIST-DETAIL-001)	232417	233559	1145	\$2,675,252.17	\$413,545.58
Pension Checks	(PR-CHKHIST-DETAIL-002)	6902	6922	21	\$20,083.25	\$0.00

\$30,377,259.64

AP Travel Checks - MUNIS 12/1/2024 - 12/31/2024

Travel Check Summary Information

CHECK DATE	START CHECK	END CHECK	CHECK KNT	CHECK TOTALS	VOID AMT
12/11/2024	20678	20678	1	\$797.21	\$0.00
			1	\$797.21	\$0.00

Travel Check Detail Information

CHECK DATE	START CHECK	VOID	PAYEE	CHECK AMT	CHK COMMENT	VOID AMT	VOID COMMENT
12/11/2024	20678		HYRUM STOHEL	\$797.21	24-344 ICAC CONFERENCE	\$0.00	
				\$797.21		\$0.00	

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/02/2024	329729	P	10004	MARSHALL R BAKER	\$174.70	0	120224FP	MEDICARE PREMIUM/BAKER
12/02/2024	329730	P	10005	RON BEARDEMPHL	\$174.70	0	120224FP	MEDICARE PREMIUM/BEARDEMPHL
12/02/2024	329731	P	10014	JOHN S BOARDMAN	\$174.70	0	120224FP	MEDICARE PREMIUM/BOARDMAN
12/02/2024	329732	P	10180	CANFIELD, HARRY R	\$174.70	0	120224FP	MEDICARE PREMIUM/CANFIELD
12/02/2024	329733	P	10040	DANNY DOWNS	\$174.70	0	120224FP	MEDICARE PREMIUM/DOWNS
12/02/2024	329734	P	10085	JAMES P MULROY	\$174.70	0	120224FP	MEDICARE PREMIUM/MULROY
12/02/2024	329735	P	10086	DAVID MURRAY	\$165.70	0	120224FP	MEDICARE PREMIUM/MURRAY
12/02/2024	329736	P	10087	EDWARD A MYERS	\$174.70	0	120224FP	MEDICARE PREMIUM/MYERS
12/02/2024	329737	P	10820	OWEN, MICHAEL	\$168.70	0	120224FP	MEDICARE PREMIUM/OWEN
12/02/2024	329738	P	10533	JAMES POLLARD	\$174.70	0	120224FP	MEDICARE PREMIUM/POLLARD
12/02/2024	329739	P	10109	RODGERS, GARY H	\$164.90	0	120224FP	MEDICARE PREMIUM/RODGERS
12/02/2024	329740	P	10111	LARRY RONEY	\$174.70	0	120224FP	MEDICARE PREMIUM/RONEY
12/02/2024	329741	P	10116	DONALD SIEMENS	\$174.70	0	120224FP	MEDICARE PREMIUM/SIEMENS
12/02/2024	329742	P	12440	MARK STRATTON	\$174.70	0	120224FP	MEDICARE PREMIUM/STRATTON
12/02/2024	329743	P	10673	TERRY THRALL	\$174.70	0	120224FP	MEDICARE PREMIUM/THRALL
12/02/2024	329744	P	10142	ROYAL WEST	\$164.90	0	120224FP	MEDICARE PREMIUM/WEST
12/02/2024	329745	P	10148	CRAIG E WILLIAMSON	\$145.70	0	120224FP	MEDICARE PREMIUM/WILLIAMSON
12/02/2024	329746	P	10103	KERI RANDALL BADGLEY	\$174.70	0	120224PP	MEDICARE PREMIUM/BADGLEY
12/02/2024	329747	P	10160	LAURIE VERN BATES JR	\$174.70	0	120224PP	MEDICARE PREMIUM/BATES
12/02/2024	329748	P	10855	BEDEN, LARRY	\$174.70	0	120224PP	MEDICARE PREMIUM/BEDEN
12/02/2024	329749	P	10169	DALE A BRUNSON	\$174.70	0	120224PP	MEDICARE PREMIUM/BRUNSON
12/02/2024	329750	P	10170	RANDY H CARPER	\$679.70	0	120224PP	MEDICARE PREMIUM/CARPER
12/02/2024	329751	P	10167	MIKE CASE	\$174.70	0	120224PP	MEDICARE PREMIUM/CASE
12/02/2024	329752	P	10029	MICHAEL CLEAVENGER	\$174.70	0	120224PP	MEDICARE PREMIUM/CLEAVENGER
12/02/2024	329753	P	10028	WILL J CLEAVENGER	\$174.70	0	120224PP	MEDICARE PREMIUM/CLEAVENGER
12/02/2024	329754	P	10038	LARRY COUCH	\$174.70	0	120224PP	MEDICARE PREMIUM/COUCH
12/02/2024	329755	P	10166	JAMES J DEMYER	\$174.70	0	120224PP	MEDICARE PREMIUM/DEMYER
12/02/2024	329756	P	10048	DOUGLAS D DRIVER	\$174.70	0	120224PP	MEDICARE PREMIUM/DRIVER
12/02/2024	329757	P	10165	JOHN M GANLEY	\$174.70	0	120224PP	MEDICARE PREMIUM/GANLEY
12/02/2024	329758	P	12445	JAMES GREG GILL	\$174.70	0	120224PP	MEDICARE PREMIUM/GILL
12/02/2024	329759	P	31042	JAMES B GOULD	\$174.70	0	120224PP	MEDICARE PREMIUM/GOULD
12/02/2024	329760	P	10251	HIGGINS, FRED C	\$174.70	0	120224PP	MEDICARE PREMIUM/HIGGINS
12/02/2024	329761	P	10271	SCOTT K LARSON	\$174.70	0	120224PP	MEDICARE PREMIUM/LARSON

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/02/2024	329762	P	10156	DAVID L LEWIS	\$151.70	0	120224PP	MEDICARE PREMIUM/LEWIS
12/02/2024	329763	P	10164	ROBERT MOORE	\$174.70	0	120224PP	MEDICARE PREMIUM/MOORE
12/02/2024	329764	P	31512	JERALD S MORRELL	\$174.70	0	120224PP	MEDICARE PREMIUM/MORRELL
12/02/2024	329765	P	10117	DAVID W SPARKS	\$174.70	0	120224PP	MEDICARE PREMIUM/SPARKS
12/02/2024	329766	P	10119	WILLIAM TANNER	\$174.70	0	120224PP	MEDICARE PREMIUM/TANNER
12/02/2024	329767	P	10332	RANDAL L TAYLOR	\$174.70	0	120224PP	MEDICARE PREMIUM/TAYLOR
12/02/2024	329768	P	10163	GERALD D THOMAS	\$174.70	0	120224PP	MEDICARE PREMIUM/THOMAS
12/02/2024	329769	P	10800	ROY TURNER	\$174.70	0	120224PP	MEDICARE PREMIUM/TURNER
12/04/2024	329770	P	10000	KBL, INC.	\$1,207.96	0	1204241	CONTRACT MANUALS TAPTEAL 2 BPS
12/04/2024	329771	P	10838	GRIGG ENTERPRISES INC	\$575.99	0	1204241	CRAIGHILL PARK - TREE REMOVAL
12/04/2024	329772	P	11492	ALS GROUP USA CORP	\$115.00	0	1204241	Samples submitted 11/14/24
12/04/2024	329773	P	10705	INTERSTATE CONCRETE & ASPHALT COMPANY	\$2,942.77	0	1204241	JEFFERSON - FENCE
12/04/2024	329774	P	10644	ANIXTER INC	\$1,408.75	0	1204241	RATCHET HOIST WITH HOT RINGS
12/04/2024	329775	P	10089	THE ARC OF TRI CITIES	\$10,450.00	0	1204241	THERAPEUTIC RECREATIONAL SERVI
12/04/2024	329776	P	12407	AVANTECH INC	\$3,412.50	0	1204241	SPECIAL PROJECTS ADVISOR CONSU
12/04/2024	329777	P	12002	AXON ENTERPRISE, INC	\$2,848.79	0	1204241	BASIC (1) & PRO (5) LICENSE BU
12/04/2024	329778	P	10275	BADGER METER INC.	\$11,829.66	0	1204241	BADGER BASEMENT METERS
12/04/2024	329779	P	10518	BEAVER BARK & ROCK	\$185.74	0	1204241	CRAIGHILL PARK - TREE REMOVAL
12/04/2024	329780	P	10281	BENTON COUNTY	\$145,132.83	0	1204241	CUSTODY COST OCTOBER 2024
12/04/2024	329781	P	10008	BENTON PUD	\$81.03	0	1204241	RICHLAND WYE LIGHT/BADGER MTN
12/04/2024	329782	P	10158	BENTON RURAL ELECTRIC ASSOCIATION	\$2,667.61	0	1204241	KENNEDY BOOSTER STATION
12/04/2024	329783	P	10398	BOB RHODES HEATING & A/C INC	\$16,522.40	0	1204241	608 Cottonwood - White - HVAC
12/04/2024	329784	P	11272	BOYD'S TREE SERVICE LLC	\$6,195.71	0	1204241	Tree Pruning & Vegetation Mana
12/04/2024	329785	P	10859	BRAUN NORTHWEST INC	\$1,422.42	0	1204241	MED FRIDGE VEH#5046 WO#75374
12/04/2024	329786	P	31841	CAMPBELL & COMPANY SERVICE CORPORATION	\$200.00	0	1204241	1605 Jadwin - Keller - HVAC Re
12/04/2024	329787	P	11685	CARDINAL HEALTH 130, LLC	\$2,014.52	0	1204241	RFD - MEDICAL SUPPLIES
12/04/2024	329788	P	31446	CASCADE ENGINEERING INC.	\$41,284.81	0	1204241	96 GALLON CART, GREY AND BLUE
12/04/2024	329789	P	10026	CASCADE NATURAL GAS CORP	\$29.88	0	1204241	110 SAINT WTP
12/04/2024	329790	P	10123	CASCADE TITLE COMPANY	\$821.54	0	1204241	DEED OF TRUST RECORDING DRAKER
12/04/2024	329791	P	31177	CENGAGE LEARNING, INC.	\$3,646.52	0	1204241	CHILTON/WA LEGAL FORMS DATABAS
12/04/2024	329792	P	30045	CHARTER COMMUNICATIONS HOLDINGS, LLC	\$509.95	0	1204241	RFD INTERNET FOR STATIONS 71-7
12/04/2024	329793	P	31174	CHICAGO TITLE CO OF WASHINGTON	\$489.15	0	1204241	DEED OF TRUST RECORDING 201 BE
12/04/2024	329794	P	10261	CITY OF RICHLAND	\$9,000.00	0	1204241	608 Cottonwood - White - HVAC

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/04/2024	329795	P	10429	CODE PUBLISHING INC	\$587.53	0	1204241	MUNICIPAL CODE-WEB UPDATE
12/04/2024	329796	P	11516	COLEMAN OIL COMPANY	\$15,865.46	0	1204241	FLEEET GAS RESALE 11/25 - 11/3
12/04/2024	329797	P	10031	COLUMBIA BASIN COLLEGE	\$5,695.72	0	1204241	PARAMEDIC CLASSES - 2024 FALL
12/04/2024	329798	P	11907	SYCURE CORP	\$300.00	0	1204241	100Mbps Backhaul VPN - Decembe
12/04/2024	329799	P	10542	FIANDER & ASSOCIATES LLC	\$149.46	0	1204241	2024 EQUIP. MAINTENANCE - STA
12/04/2024	329800	P	999014	CONSERVATION REBATES	\$3,500.00	0	1204241	1221 Jadwin - Banner Bank - HV
12/04/2024	329801	P	999014	CONSERVATION REBATES	\$4,200.00	0	1204241	1221 Jadwin - Banner Bank - HV
12/04/2024	329802	P	999014	CONSERVATION REBATES	\$5,600.00	0	1204241	1221 Jadwin - Banner Bank - HV
12/04/2024	329803	P	999014	CONSERVATION REBATES	\$328.00	0	1204241	2737 Queensgate - Luxury Nails
12/04/2024	329804	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$76.09	0	1204241	CHITO - TRUCK TOOL
12/04/2024	329805	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$3,391.07	0	1204241	PowerFlex 40 - 1.5KW (2HP) 240
12/04/2024	329806	P	12151	CORE & MAIN LP	\$6,792.53	0	1204241	Ford No Lead Fittings
12/04/2024	329807	P	11526	CORWIN OF PASCO LLC	\$843.53	0	1204241	KEY FOB VEH#2502 WO#75336
12/04/2024	329808	P	32344	DONALD WENTWORTH	\$457.95	0	1204241	JUNIOR OFFICER BADGE STICKERS
12/04/2024	329809	P	32531	DAUNTLESS DISCOVERY LLC	\$1,777.56	0	1204241	Data mining for Security Event
12/04/2024	329810	P	31626	DE NORA HOLDINGS US INC	\$777.39	0	1204241	Lab supplies - acid wash kit
12/04/2024	329811	P	10756	DELL MARKETING LP	\$3,631.94	0	1204241	SR-2388 Dell 24 Monitor (3) -
12/04/2024	329812	P	10453	DELTA HEATING & COOLING INC	\$800.00	0	1204241	1510 Farrell - McElderry - HVA
12/04/2024	329813	P	10139	DEPARTMENT OF ECOLOGY	\$200.00	0	1204241	WW Operator Cert 2025 Renewal
12/04/2024	329814	P	10177	DEPARTMENT OF LABOR & INDUSTRIES	\$137.60	0	1204241	BMX CONCESSION - BOILER INSPEC
12/04/2024	329815	P	32490	EAGLE ROOFING & SIDING LLC	\$17,935.50	0	1204241	CDBG OOR REROOF 1340 BIRCH AVE
12/04/2024	329816	P	31652	ECOMODUS LLC	\$69,840.00	0	1204241	3110 Port of Benton - Lighting
12/04/2024	329817	P	11115	ELECTRIC POWER SYSTEMS INC	\$36,306.37	0	1204241	Sandhill Crane Substation Exp
12/04/2024	329818	P	11044	EWING IRRIGATION PRODUCTS INC	\$661.17	0	1204241	CRESTED HILLS PARK - IRR
12/04/2024	329819	P	31170	HIS DIME, LLC	\$160.60	0	1204241	DECALS VEH#6680 WO#75220
12/04/2024	329820	P	10268	FEDERAL EXPRESS CORP	\$86.79	0	1204241	Lab samples to ALS Labs and co
12/04/2024	329821	P	10315	FERGUSON US HOLDINGS INC	\$1,298.21	0	1204241	CPVC -ADPT/ELL/BUSH/TEE/CHK VL
12/04/2024	329822	P	32507	FRONTLINE MEDICAL PLLC	\$2,833.00	0	1204241	DOT/PRE-EMP/HAZMAT PHYSICALS:
12/04/2024	329823	P	11585	GALLS, LLC	\$3,343.70	0	1204241	SWAT VEST LEMAR
12/04/2024	329824	P	10050	GENERAL PACIFIC INC	\$15,472.79	0	1204241	YOUNGSTOWN GLOVES
12/04/2024	329825	P	10203	W.W. GRAINGER, INC	\$340.80	0	1204241	GRAINGER - TAPE MEASURE - WATE
12/04/2024	329826	P	31763	GROUP C MEDIA INC	\$4,500.00	0	1204241	BUSINESS FACILITIES FULL PAGE
12/04/2024	329827	P	10046	HD FOWLER CO	\$255.88	0	1204241	Brass Fittings, Copper & PE Tu

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/04/2024	329828	P	32125	HD SUPPLY INC	\$298.74	0	1204241	1-MICRO TOL/MTOL PLUS CUVETTE
12/04/2024	329829	P	30005	INTERWEST TECHNOLOGY SYSTEMS INC	\$3,642.54	0	1204241	SR-2330 RCC Front Door Wire Re
12/04/2024	329830	P	31660	KELLEY CREATE CO	\$34.73	0	1204241	NOVEMBER COPIER CHARGES FOR PU
12/04/2024	329831	P	31660	KELLEY CREATE CO	\$4,454.26	0	1204241	Xerox AltaLink C8145, Energy S
12/04/2024	329832	P	31378	SOUTHWEST ANSWERING SERVICE INC	\$225.00	0	1204241	Answering Service Nov 2024
12/04/2024	329833	P	11667	KENWORTH SALES COMPANY	\$126.18	0	1204241	MOUNT VEH#3337 WO#75322
12/04/2024	329834	P	10219	LES SCHWAB TIRE CENTERS OF WASHINGTON INC	\$416.22	0	1204241	TIRE CHANGE VEH#2376 WO#68854
12/04/2024	329835	P	10219	LES SCHWAB TIRE CENTERS OF WASHINGTON INC	\$69.54	0	1204241	RELEARN TPMS VEH#2477 WO#75340
12/04/2024	329836	P	10262	LIFE ASSIST INC	\$6,250.99	0	1204241	RFD - MEDICAL SUPPLIES
12/04/2024	329837	P	10487	MCCROMETER INC	\$171.98	0	1204241	GEAR ASSY A 32 P 25 T/GEAR ASS
12/04/2024	329838	P	32442	MCCULLOUGH HILL PLLC	\$908.00	0	1204241	70546-002 COR - COLUMBIA POINT
12/04/2024	329839	P	10093	MCCURLEY INTEGRITY DEALERSHIPS, LLC	\$100.28	0	1204241	PIGTAILS VEH#6614 WO#75071
12/04/2024	329840	P	10316	MCDONALD & ASSOCIATES INC	\$503.28	0	1204241	STOCK - TOP SOIL 18 YDS
12/04/2024	329841	P	12475	MEL'S INTER-CITY TOWING	\$81.53	0	1204241	RPD TOW CHARGE CASE # 24-04851
12/04/2024	329842	P	11576	MERCER (US) INC	\$11,415.83	0	1204241	2024 Benefits Consulting & Bro
12/04/2024	329843	P	32596	MIDLAND SCIENTIFIC INC	\$112.53	0	1204241	Lab supplies - Carboy replacem
12/04/2024	329844	P	11428	MIGHTY JOHNS PORTABLE TOILET & SEPTIC SERVICE INC	\$1,665.00	0	1204241	HOWARD AMON - PORT-A-POTTY REN
12/04/2024	329845	P	11835	MILLER PAINT COMPANY INC	\$354.31	0	1204241	PARKING LOT - STRIPING
12/04/2024	329846	P	10083	MONARCH MACHINE & TOOL CO INC	\$688.79	0	1204241	REPAIR SIDE RAIL VEH#3356 WO#7
12/04/2024	329847	P	10358	MOON SECURITY SERVICES INC	\$1,406.23	0	1204241	RPD RANGE ALARM MONITORING DEC
12/04/2024	329848	P	31674	P&F AUTOMOTIVE WAREHOUSE INC	\$933.27	0	1204241	PROUT POOL - PLUMBING
12/04/2024	329849	P	10263	NORCO INC	\$150.69	0	1204241	CUT OFF WHEEL VEH#6000 WO#7539
12/04/2024	329850	P	30273	NORTHWEST EQUIPMENT SALES, INC	\$2,800.30	0	1204241	INJECTOR, TEMP SENSOR VEH#3373
12/04/2024	329851	P	32250	ODP BUSINESS SOLUTIONS LLC	\$62.96	0	1204241	RFD BUSINESS CARDS - HOLT
12/04/2024	329852	P	10357	OXARC INC	\$183.16	0	1204241	RFD - MEDICAL OXYGEN - 4CYLDRS
12/04/2024	329853	P	31673	ALBERT J ABREU	\$4,225.00	0	1204241	DIELECTRIC TEST VEH#6593 WO#75
12/04/2024	329854	P	10232	PERFECTION GLASS INC	\$23,187.00	0	1204241	401 Shaw - Bonneville - Window
12/04/2024	329855	P	10345	POLYDYNE INC	\$10,258.92	0	1204241	Polymer for solids
12/04/2024	329856	P	32273	PROCARE FOR YOU PLLC	\$200.50	0	1204241	PRE-EMP. PHYSICAL: JOSE PIMENT
12/04/2024	329857	P	10047	R.D. OFFUTT COMPANY	\$68.32	0	1204241	FILTER KIT VEH#6634 WO#75334
12/04/2024	329858	P	11076	RIO FOLTZ PLLC	\$39,555.00	0	1204241	PROSECUTION SERVICES FOR DECEM
12/04/2024	329859	P	32215	DE HICKS	\$7,500.00	0	1204241	ROADMAP TO INDEPENDENCE ASSIST

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/04/2024	329860	P	11098	SCHINDLER ELEVATOR CORPORATION	\$152.59	0	1204241	DECEMBER CHAIR LIFT INSPECTION
12/04/2024	329861	P	10311	SEA WESTERN INC	\$819.03	0	1204241	RFD - DUTY PANTS - (2)VAN BEEK
12/04/2024	329862	P	30615	DAWN M SENDER	\$126.56	0	1204241	Mileage D. Senger, July-Nov. 2
12/04/2024	329863	P	10744	SENSKE LAWN & TREE CARE INC	\$1,319.89	0	1204241	2800 SR 240 PEST CONTROL-2ND Q
12/04/2024	329864	P	32614	SONTIQ INC	\$3,737.93	0	1204241	Cybersecurity Credit Monitorin
12/04/2024	329865	P	10536	SPRAGUE PEST SOLUTIONS	\$1,113.31	0	1204241	RPD RANGE PEST CONTROL 11/18/2
12/04/2024	329866	P	10205	STAR RENTALS & SALES	\$196.67	0	1204241	BLUE MARKING PAINT
12/04/2024	329867	P	10393	STONEWAY ELECTRIC SUPPLY	\$365.93	0	1204241	CHITO - TRUCK TOOL
12/04/2024	329868	P	32549	JACOB PETERSON	\$1,974.37	0	1204241	Commercial Dock Repairs 330-24
12/04/2024	329869	P	12430	SYSTEMS DESIGN WEST LLC	\$9,084.84	0	1204241	131-20 3RD-PARTY AMB BILLING -
12/04/2024	329870	P	10961	TACOMA SCREW PRODUCTS INC	\$12.61	0	1204241	RCC - MONUMENT LIGHTS
12/04/2024	329871	P	32282	JACOB TANSY	\$19.00	0	1204241	24-384 TANSY WARRANT SERVICE 2
12/04/2024	329872	P	31735	MARQUES HARRER	\$1,159.97	0	1204241	DUTY BELTS QTY 4
12/04/2024	329873	P	30813	CLOUDBURST CONSULTING GROUP INC	\$22,720.12	0	1204241	SEPTEMBER CONSOLIDATED PLAN
12/04/2024	329874	P	31051	THE GOODYEAR TIRE & RUBBER COMPANY	\$4,057.38	0	1204241	TIRE CHANGE VEH#6630 WO#75337
12/04/2024	329875	P	10407	TOTER LLC	\$8,250.33	0	1204241	GREEN TOTER EVR II 96G LIDS
12/04/2024	329876	P	11406	SOLUTIONS INC	\$190.23	0	1204241	RPD RECORDS SEARCH OCT 2024
12/04/2024	329877	P	10106	US LINEN & UNIFORM	\$61.82	0	1204241	RPD TOWEL DELIVERY 11/19/24
12/04/2024	329878	P	10140	WASHINGTON STATE PATROL	\$424.00	0	1204241	RPD BACKGROUND CHECKS OCT 2024
12/04/2024	329879	P	10839	MICHAEL E WEST ENTERPRISES, INC.	\$128.95	0	1204241	RCC - MONUMENT LIGHTS - SONO T
12/04/2024	329880	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$3,164.43	0	1204241	VENT CAP VEH#7168 WO#75247
12/06/2024	329881	P	32214	1ST CHOICE TRANSPORTATION CO	\$276.10	0	1206241	RPD TOW CHARGE CASE # 24-04900
12/06/2024	329882	P	10838	GRIGG ENTERPRISES INC	\$245.49	0	1206241	heaters for lift station
12/06/2024	329883	P	31632	ADCOMM ENGINEERING LLC	\$19,553.75	0	1206241	RED MOUNTAIN SITE ENGINEERING
12/06/2024	329884	P	10317	APOLLO SHEET METAL INC	\$2,664.85	0	1206241	HVAC MAINTENANCE - GOLGOTHA
12/06/2024	329885	P	31678	AT&T CORP	\$68.72	0	1206241	FAX LINES 10/22-11/21/24
12/06/2024	329886	P	999000	AUREF - Utility Customer Refunds	\$315.00	0	1206241	3052 RIVERBEND DR
12/06/2024	329887	P	999000	AUREF - Utility Customer Refunds	\$314.26	0	1206241	327 GREENTREE CT 8
12/06/2024	329888	P	999000	AUREF - Utility Customer Refunds	\$31.52	0	1206241	318 COLUMBIA POINT DR
12/06/2024	329889	P	999000	AUREF - Utility Customer Refunds	\$22.00	0	1206241	2623 STONECREEK DR
12/06/2024	329890	P	999000	AUREF - Utility Customer Refunds	\$324.82	0	1206241	1308 ROBERDEAU ST
12/06/2024	329891	P	999000	AUREF - Utility Customer Refunds	\$460.00	0	1206241	2310 ENTERPRISE DR
12/06/2024	329892	P	999000	AUREF - Utility Customer Refunds	\$115.00	0	1206241	2021 MAHAN AVE E5

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	329893	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	560 SPENGLER ST N
12/06/2024	329894	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	2021 MAHAN AVE L5
12/06/2024	329895	P	999000	AUREF - Utility Customer Refunds	\$135.33	0	1206241	362 WRIGHT AVE
12/06/2024	329896	P	999000	AUREF - Utility Customer Refunds	\$240.00	0	1206241	2872 SAWGRASS LOOP
12/06/2024	329897	P	999000	AUREF - Utility Customer Refunds	\$455.00	0	1206241	54 GALAXY LN
12/06/2024	329898	P	999000	AUREF - Utility Customer Refunds	\$100.00	0	1206241	2383 HOOD AVE B
12/06/2024	329899	P	999000	AUREF - Utility Customer Refunds	\$545.00	0	1206241	132 PATTON ST
12/06/2024	329900	P	999000	AUREF - Utility Customer Refunds	\$530.00	0	1206241	2127 BRIARWOOD CT
12/06/2024	329901	P	999000	AUREF - Utility Customer Refunds	\$420.00	0	1206241	2350 BENTON AVE
12/06/2024	329902	P	999000	AUREF - Utility Customer Refunds	\$70.00	0	1206241	37 NUCLEAR LN
12/06/2024	329903	P	999000	AUREF - Utility Customer Refunds	\$715.00	0	1206241	3001 RIVERBEND DR
12/06/2024	329904	P	999000	AUREF - Utility Customer Refunds	\$195.00	0	1206241	2611 HARRIS AVE
12/06/2024	329905	P	999000	AUREF - Utility Customer Refunds	\$75.00	0	1206241	1650 MOWRY SQ 121
12/06/2024	329906	P	999000	AUREF - Utility Customer Refunds	\$720.00	0	1206241	2021 MAHAN AVE M1
12/06/2024	329907	P	999000	AUREF - Utility Customer Refunds	\$189.94	0	1206241	1205 DAVENPORT ST
12/06/2024	329908	P	999000	AUREF - Utility Customer Refunds	\$505.00	0	1206241	1912 DOGWOOD PL
12/06/2024	329909	P	999000	AUREF - Utility Customer Refunds	\$425.00	0	1206241	62 LOG LN
12/06/2024	329910	P	999000	AUREF - Utility Customer Refunds	\$734.46	0	1206241	1105 WILSON ST
12/06/2024	329911	P	999000	AUREF - Utility Customer Refunds	\$101.58	0	1206241	1019 BIRCH AVE
12/06/2024	329912	P	999000	AUREF - Utility Customer Refunds	\$29.70	0	1206241	777 MCMURRAY ST 27
12/06/2024	329913	P	999000	AUREF - Utility Customer Refunds	\$170.00	0	1206241	2333 HARRIS AVE
12/06/2024	329914	P	999000	AUREF - Utility Customer Refunds	\$240.00	0	1206241	2224 DAVISON AVE
12/06/2024	329915	P	999000	AUREF - Utility Customer Refunds	\$145.00	0	1206241	200 WALDRON ST 55
12/06/2024	329916	P	999000	AUREF - Utility Customer Refunds	\$245.00	0	1206241	560 SPENGLER ST K
12/06/2024	329917	P	999000	AUREF - Utility Customer Refunds	\$530.00	0	1206241	17 PROTON LN
12/06/2024	329918	P	999000	AUREF - Utility Customer Refunds	\$365.00	0	1206241	2349 EASTON AVE
12/06/2024	329919	P	999000	AUREF - Utility Customer Refunds	\$346.29	0	1206241	929 LONG AVE
12/06/2024	329920	P	999000	AUREF - Utility Customer Refunds	\$120.00	0	1206241	220 WALLACE ST
12/06/2024	329921	P	999000	AUREF - Utility Customer Refunds	\$260.00	0	1206241	69 JADWIN AVE 38
12/06/2024	329922	P	999000	AUREF - Utility Customer Refunds	\$70.00	0	1206241	2748 SAWGRASS LOOP
12/06/2024	329923	P	999000	AUREF - Utility Customer Refunds	\$300.00	0	1206241	1942 MAHAN AVE
12/06/2024	329924	P	999000	AUREF - Utility Customer Refunds	\$95.00	0	1206241	50 JADWIN AVE Apt 116
12/06/2024	329925	P	999000	AUREF - Utility Customer Refunds	\$550.00	0	1206241	2021 MAHAN AVE I6

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	329926	P	999000	AUREF - Utility Customer Refunds	\$190.00	0	1206241	1417 WESTWOOD CT
12/06/2024	329927	P	999000	AUREF - Utility Customer Refunds	\$50.00	0	1206241	316 SHAW ST
12/06/2024	329928	P	999000	AUREF - Utility Customer Refunds	\$337.57	0	1206241	1201 CEDAR AVE
12/06/2024	329929	P	999000	AUREF - Utility Customer Refunds	\$400.00	0	1206241	2012 HOWELL AVE
12/06/2024	329930	P	999000	AUREF - Utility Customer Refunds	\$110.00	0	1206241	639 TANGLEWOOD DR
12/06/2024	329931	P	999000	AUREF - Utility Customer Refunds	\$330.00	0	1206241	19 NUCLEAR LN
12/06/2024	329932	P	999000	AUREF - Utility Customer Refunds	\$230.00	0	1206241	1946 BIRCH AVE
12/06/2024	329933	P	999000	AUREF - Utility Customer Refunds	\$180.00	0	1206241	1416 FARRELL LN
12/06/2024	329934	P	999000	AUREF - Utility Customer Refunds	\$115.00	0	1206241	200 WALDRON ST 48
12/06/2024	329935	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	651 MCMURRAY ST 101
12/06/2024	329936	P	999000	AUREF - Utility Customer Refunds	\$321.08	0	1206241	2306 HOOD AVE D
12/06/2024	329937	P	999000	AUREF - Utility Customer Refunds	\$585.00	0	1206241	49 PROTON LN
12/06/2024	329938	P	999000	AUREF - Utility Customer Refunds	\$495.00	0	1206241	2021 MAHAN AVE G5
12/06/2024	329939	P	999000	AUREF - Utility Customer Refunds	\$245.00	0	1206241	1209 GEORGE WASHINGTON WAY 32
12/06/2024	329940	P	999000	AUREF - Utility Customer Refunds	\$302.12	0	1206241	1876 FOWLER ST 105
12/06/2024	329941	P	999000	AUREF - Utility Customer Refunds	\$577.11	0	1206241	803 COTTONWOOD LOOP
12/06/2024	329942	P	999000	AUREF - Utility Customer Refunds	\$120.00	0	1206241	1912 GEORGE WASHINGTON WAY Apt
12/06/2024	329943	P	999000	AUREF - Utility Customer Refunds	\$585.00	0	1206241	21 GALAXY LN
12/06/2024	329944	P	999000	AUREF - Utility Customer Refunds	\$110.00	0	1206241	1919 BIRCH AVE
12/06/2024	329945	P	999000	AUREF - Utility Customer Refunds	\$105.00	0	1206241	325 GREENTREE CT 3
12/06/2024	329946	P	999000	AUREF - Utility Customer Refunds	\$175.00	0	1206241	42 PROTON LN
12/06/2024	329947	P	999000	AUREF - Utility Customer Refunds	\$520.00	0	1206241	2021 MAHAN AVE F9
12/06/2024	329948	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	2670 DORNOCH PL
12/06/2024	329949	P	999000	AUREF - Utility Customer Refunds	\$241.34	0	1206241	1218 WILLARD AVE
12/06/2024	329950	P	999000	AUREF - Utility Customer Refunds	\$420.00	0	1206241	651 MCMURRAY ST 102
12/06/2024	329951	P	999000	AUREF - Utility Customer Refunds	\$530.00	0	1206241	1103 SUNSET ST
12/06/2024	329952	P	999000	AUREF - Utility Customer Refunds	\$100.00	0	1206241	2220 TINKLE ST
12/06/2024	329953	P	999000	AUREF - Utility Customer Refunds	\$220.00	0	1206241	50 JADWIN AVE Apt 37
12/06/2024	329954	P	999000	AUREF - Utility Customer Refunds	\$255.00	0	1206241	1980 MARSHALL AVE
12/06/2024	329955	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	1304 COTTONWOOD DR
12/06/2024	329956	P	999000	AUREF - Utility Customer Refunds	\$277.19	0	1206241	1605 ALDER AVE
12/06/2024	329957	P	999000	AUREF - Utility Customer Refunds	\$250.00	0	1206241	1926 GEORGE WASHINGTON WAY Apt
12/06/2024	329958	P	999000	AUREF - Utility Customer Refunds	\$75.00	0	1206241	1948 MAHAN AVE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	329959	P	999000	AUREF - Utility Customer Refunds	\$413.50	0	1206241	1613 MAHAN AVE
12/06/2024	329960	P	999000	AUREF - Utility Customer Refunds	\$535.00	0	1206241	2954 CROSSWATER LOOP
12/06/2024	329961	P	999000	AUREF - Utility Customer Refunds	\$295.00	0	1206241	2013 HOWELL AVE
12/06/2024	329962	P	999000	AUREF - Utility Customer Refunds	\$415.00	0	1206241	25 LOG LN
12/06/2024	329963	P	999000	AUREF - Utility Customer Refunds	\$35.00	0	1206241	1764 BOSTON ST
12/06/2024	329964	P	999000	AUREF - Utility Customer Refunds	\$6.10	0	1206241	1006 VAN GIESEN ST
12/06/2024	329965	P	999000	AUREF - Utility Customer Refunds	\$360.00	0	1206241	55 GALAXY LN
12/06/2024	329966	P	999000	AUREF - Utility Customer Refunds	\$500.00	0	1206241	2906 TROON CT
12/06/2024	329967	P	999000	AUREF - Utility Customer Refunds	\$60.00	0	1206241	2877 TUSCANNIA DR
12/06/2024	329968	P	999000	AUREF - Utility Customer Refunds	\$220.00	0	1206241	314 SCOT ST
12/06/2024	329969	P	999000	AUREF - Utility Customer Refunds	\$435.00	0	1206241	24 APOLLO BLVD
12/06/2024	329970	P	999000	AUREF - Utility Customer Refunds	\$205.00	0	1206241	2146 SHASTA AVE A
12/06/2024	329971	P	999000	AUREF - Utility Customer Refunds	\$230.00	0	1206241	2455 GEORGE WASHINGTON WAY N27
12/06/2024	329972	P	999000	AUREF - Utility Customer Refunds	\$360.00	0	1206241	1958 THAYER DR
12/06/2024	329973	P	999000	AUREF - Utility Customer Refunds	\$220.00	0	1206241	427 SCOT ST
12/06/2024	329974	P	999000	AUREF - Utility Customer Refunds	\$395.00	0	1206241	2001 HOWELL AVE
12/06/2024	329975	P	999000	AUREF - Utility Customer Refunds	\$230.00	0	1206241	1008 MARSHALL AVE
12/06/2024	329976	P	999000	AUREF - Utility Customer Refunds	\$585.23	0	1206241	1413 SYMONS ST
12/06/2024	329977	P	999000	AUREF - Utility Customer Refunds	\$80.00	0	1206241	2047 GEORGE WASHINGTON WAY
12/06/2024	329978	P	999000	AUREF - Utility Customer Refunds	\$415.00	0	1206241	2021 MAHAN AVE G6
12/06/2024	329979	P	999000	AUREF - Utility Customer Refunds	\$310.00	0	1206241	1840 JONES RD
12/06/2024	329980	P	999000	AUREF - Utility Customer Refunds	\$85.00	0	1206241	1142 CATSKILL ST
12/06/2024	329981	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	1867 STEVENS DR
12/06/2024	329982	P	999000	AUREF - Utility Customer Refunds	\$25.00	0	1206241	1865 BIRCH AVE
12/06/2024	329983	P	999000	AUREF - Utility Customer Refunds	\$415.00	0	1206241	1639 APRIL LOOP
12/06/2024	329984	P	999000	AUREF - Utility Customer Refunds	\$105.00	0	1206241	153 SHERMAN ST
12/06/2024	329985	P	999000	AUREF - Utility Customer Refunds	\$45.00	0	1206241	3179 WILD CANYON WAY
12/06/2024	329986	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	52 APOLLO BLVD
12/06/2024	329987	P	999000	AUREF - Utility Customer Refunds	\$415.00	0	1206241	50 JADWIN AVE Apt 109
12/06/2024	329988	P	999000	AUREF - Utility Customer Refunds	\$75.00	0	1206241	2643 EAGLEWATCH LOOP
12/06/2024	329989	P	999000	AUREF - Utility Customer Refunds	\$170.00	0	1206241	1115 PINE ST
12/06/2024	329990	P	999000	AUREF - Utility Customer Refunds	\$490.00	0	1206241	2462 MULLET CT
12/06/2024	329991	P	999000	AUREF - Utility Customer Refunds	\$220.00	0	1206241	2364 COPPERTREE CT

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	329992	P	999000	AUREF - Utility Customer Refunds	\$275.61	0	1206241	619 BIRCH AVE
12/06/2024	329993	P	999000	AUREF - Utility Customer Refunds	\$116.00	0	1206241	2735 STONECREEK DR
12/06/2024	329994	P	999000	AUREF - Utility Customer Refunds	\$315.00	0	1206241	2018 HOXIE AVE
12/06/2024	329995	P	999000	AUREF - Utility Customer Refunds	\$730.00	0	1206241	432 SAINT ST
12/06/2024	329996	P	999000	AUREF - Utility Customer Refunds	\$85.00	0	1206241	2724 SAWGRASS LOOP
12/06/2024	329997	P	999000	AUREF - Utility Customer Refunds	\$325.00	0	1206241	1770 BUCKSKIN LN
12/06/2024	329998	P	999000	AUREF - Utility Customer Refunds	\$505.00	0	1206241	2021 MAHAN AVE L11
12/06/2024	329999	P	999000	AUREF - Utility Customer Refunds	\$290.00	0	1206241	1223 COVINA CT
12/06/2024	330000	P	999000	AUREF - Utility Customer Refunds	\$395.00	0	1206241	850 AARON DR 114
12/06/2024	330001	P	999000	AUREF - Utility Customer Refunds	\$190.00	0	1206241	108 PATTON ST
12/06/2024	330002	P	999000	AUREF - Utility Customer Refunds	\$430.00	0	1206241	2106 HOWELL AVE
12/06/2024	330003	P	999000	AUREF - Utility Customer Refunds	\$65.00	0	1206241	2806 COPPERBUTTE ST
12/06/2024	330004	P	999000	AUREF - Utility Customer Refunds	\$257.39	0	1206241	1327 COTTONWOOD DR
12/06/2024	330005	P	999000	AUREF - Utility Customer Refunds	\$1,622.56	0	1206241	3015 DUPORTAIL ST
12/06/2024	330006	P	999000	AUREF - Utility Customer Refunds	\$410.00	0	1206241	1900 STEVENS DR 823
12/06/2024	330007	P	999000	AUREF - Utility Customer Refunds	\$335.00	0	1206241	2268 COPPERCREEK ST
12/06/2024	330008	P	999000	AUREF - Utility Customer Refunds	\$898.66	0	1206241	1611 MCPHERSON AVE
12/06/2024	330009	P	999000	AUREF - Utility Customer Refunds	\$340.00	0	1206241	141 SPENGLER ST
12/06/2024	330010	P	999000	AUREF - Utility Customer Refunds	\$135.00	0	1206241	455 MAINMAST CT
12/06/2024	330011	P	999000	AUREF - Utility Customer Refunds	\$214.83	0	1206241	1851 JADWIN AVE 420
12/06/2024	330012	P	999000	AUREF - Utility Customer Refunds	\$585.00	0	1206241	2021 MAHAN AVE D9
12/06/2024	330013	P	999000	AUREF - Utility Customer Refunds	\$640.00	0	1206241	2021 MAHAN AVE E10
12/06/2024	330014	P	999000	AUREF - Utility Customer Refunds	\$205.00	0	1206241	58 PROTON LN
12/06/2024	330015	P	999000	AUREF - Utility Customer Refunds	\$80.00	0	1206241	2717 GRAYHAWK LOOP
12/06/2024	330016	P	999000	AUREF - Utility Customer Refunds	\$275.26	0	1206241	1422 POTTER AVE
12/06/2024	330017	P	999000	AUREF - Utility Customer Refunds	\$400.00	0	1206241	16 NUCLEAR LN
12/06/2024	330018	VOID	999000	AUREF - Utility Customer Refunds	\$0.00	150	1206241	VOID AFTER UPDATE 12/26/2024
12/06/2024	330019	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	3027 RIVERBEND DR
12/06/2024	330020	P	999000	AUREF - Utility Customer Refunds	\$475.00	0	1206241	2114 HOXIE AVE
12/06/2024	330021	P	999000	AUREF - Utility Customer Refunds	\$600.00	0	1206241	324 SAINT ST
12/06/2024	330022	P	999000	AUREF - Utility Customer Refunds	\$40.00	0	1206241	41 VISTA CT
12/06/2024	330023	P	999000	AUREF - Utility Customer Refunds	\$200.00	0	1206241	1694 APRIL LOOP
12/06/2024	330024	P	999000	AUREF - Utility Customer Refunds	\$60.76	0	1206241	1790 FOWLER ST

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330025	P	999000	AUREF - Utility Customer Refunds	\$219.52	0	1206241	901 CHESTNUT AVE
12/06/2024	330026	P	999000	AUREF - Utility Customer Refunds	\$20.60	0	1206241	660 COTTONWOOD DR
12/06/2024	330027	P	999000	AUREF - Utility Customer Refunds	\$185.00	0	1206241	2638 EAGLEWATCH LOOP
12/06/2024	330028	P	999000	AUREF - Utility Customer Refunds	\$210.00	0	1206241	2041 HARRIS AVE
12/06/2024	330029	P	999000	AUREF - Utility Customer Refunds	\$220.00	0	1206241	324 GULF CT
12/06/2024	330030	P	999000	AUREF - Utility Customer Refunds	\$190.50	0	1206241	2102 AUSTIN CT
12/06/2024	330031	P	999000	AUREF - Utility Customer Refunds	\$19.00	0	1206241	3008 REDROCK RIDGE LOOP
12/06/2024	330032	P	999000	AUREF - Utility Customer Refunds	\$218.58	0	1206241	1320 BIRCH AVE
12/06/2024	330033	P	999000	AUREF - Utility Customer Refunds	\$500.00	0	1206241	316 JADWIN AVE
12/06/2024	330034	P	999000	AUREF - Utility Customer Refunds	\$620.00	0	1206241	2021 MAHAN AVE M2
12/06/2024	330035	P	999000	AUREF - Utility Customer Refunds	\$140.00	0	1206241	2513 DUPORTAIL ST Apt 345
12/06/2024	330036	P	999000	AUREF - Utility Customer Refunds	\$350.00	0	1206241	2989 SONORAN DR
12/06/2024	330037	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	300 COLUMBIA POINT DR D301
12/06/2024	330038	P	999000	AUREF - Utility Customer Refunds	\$423.07	0	1206241	305 GREENTREE CT 4
12/06/2024	330039	P	999000	AUREF - Utility Customer Refunds	\$24.50	0	1206241	561 HOLLY ST
12/06/2024	330040	P	999000	AUREF - Utility Customer Refunds	\$425.00	0	1206241	364 WESTMORELAND DR
12/06/2024	330041	P	999000	AUREF - Utility Customer Refunds	\$695.00	0	1206241	123 MAC ARTHUR ST
12/06/2024	330042	P	999000	AUREF - Utility Customer Refunds	\$31.43	0	1206241	2500 GEORGE WASHINGTON WAY 122
12/06/2024	330043	P	999000	AUREF - Utility Customer Refunds	\$3,382.25	0	1206241	2892 PAULING AVE
12/06/2024	330044	P	999000	AUREF - Utility Customer Refunds	\$310.00	0	1206241	27 COSMIC LN
12/06/2024	330045	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	1004 SMITH AVE
12/06/2024	330046	P	999000	AUREF - Utility Customer Refunds	\$142.00	0	1206241	1006 SMITH AVE
12/06/2024	330047	P	999000	AUREF - Utility Customer Refunds	\$0.58	0	1206241	1529 COLUMBIA PARK TRL Apt 242
12/06/2024	330048	P	999000	AUREF - Utility Customer Refunds	\$395.00	0	1206241	1669 APRIL LOOP
12/06/2024	330049	P	999000	AUREF - Utility Customer Refunds	\$244.00	0	1206241	1410 TORBETT ST
12/06/2024	330050	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	1935 PINE ST
12/06/2024	330051	P	999000	AUREF - Utility Customer Refunds	\$195.00	0	1206241	1650 MOWRY SQ 211
12/06/2024	330052	P	999000	AUREF - Utility Customer Refunds	\$339.36	0	1206241	1118 WILLARD AVE
12/06/2024	330053	P	999000	AUREF - Utility Customer Refunds	\$115.00	0	1206241	2533 TILDEN CT
12/06/2024	330054	P	999000	AUREF - Utility Customer Refunds	\$1,470.00	0	1206241	1919 POPLAR ST
12/06/2024	330055	P	999000	AUREF - Utility Customer Refunds	\$350.00	0	1206241	1958 BIRCH AVE
12/06/2024	330056	P	999000	AUREF - Utility Customer Refunds	\$275.00	0	1206241	338 SKAGIT ST
12/06/2024	330057	P	999000	AUREF - Utility Customer Refunds	\$155.00	0	1206241	2009 DAVISON AVE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330058	P	999000	AUREF - Utility Customer Refunds	\$375.00	0	1206241	1002 RIO SENDA CT
12/06/2024	330059	P	999000	AUREF - Utility Customer Refunds	\$546.45	0	1206241	1203 WILLARD AVE
12/06/2024	330060	P	999000	AUREF - Utility Customer Refunds	\$815.00	0	1206241	30 COSMIC LN
12/06/2024	330061	P	999000	AUREF - Utility Customer Refunds	\$655.00	0	1206241	234 INDIAN CT
12/06/2024	330062	P	999000	AUREF - Utility Customer Refunds	\$120.00	0	1206241	50 JADWIN AVE Apt 106
12/06/2024	330063	P	999000	AUREF - Utility Customer Refunds	\$169.00	0	1206241	2111 AUSTIN ST
12/06/2024	330064	P	999000	AUREF - Utility Customer Refunds	\$100.00	0	1206241	2910 SEDONA CIR
12/06/2024	330065	P	999000	AUREF - Utility Customer Refunds	\$430.00	0	1206241	2039 HOWELL AVE
12/06/2024	330066	P	999000	AUREF - Utility Customer Refunds	\$195.00	0	1206241	2021 MAHAN AVE D3
12/06/2024	330067	P	999000	AUREF - Utility Customer Refunds	\$200.00	0	1206241	2021 MAHAN AVE C6
12/06/2024	330068	P	999000	AUREF - Utility Customer Refunds	\$295.00	0	1206241	47 COMPTON LN
12/06/2024	330069	P	999000	AUREF - Utility Customer Refunds	\$120.00	0	1206241	537 HOLLY ST
12/06/2024	330070	P	999000	AUREF - Utility Customer Refunds	\$54.56	0	1206241	1634 CHERRY LN
12/06/2024	330071	P	999000	AUREF - Utility Customer Refunds	\$525.00	0	1206241	1316 BUENA CT
12/06/2024	330072	P	999000	AUREF - Utility Customer Refunds	\$555.00	0	1206241	2894 SALK AVE Apt 124
12/06/2024	330073	P	999000	AUREF - Utility Customer Refunds	\$260.00	0	1206241	1810 MARSHALL AVE
12/06/2024	330074	P	999000	AUREF - Utility Customer Refunds	\$205.00	0	1206241	1205 GEORGE WASHINGTON WAY 11
12/06/2024	330075	P	999000	AUREF - Utility Customer Refunds	\$90.00	0	1206241	2523 CORDOBA CT
12/06/2024	330076	P	999000	AUREF - Utility Customer Refunds	\$175.00	0	1206241	2134 SHASTA AVE
12/06/2024	330077	P	999000	AUREF - Utility Customer Refunds	\$150.00	0	1206241	69 JADWIN AVE 12
12/06/2024	330078	P	999000	AUREF - Utility Customer Refunds	\$495.00	0	1206241	2060 GEORGE WASHINGTON WAY
12/06/2024	330079	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	2841 RIVERBEND DR
12/06/2024	330080	P	999000	AUREF - Utility Customer Refunds	\$380.00	0	1206241	1906 MCMURRAY AVE
12/06/2024	330081	P	999000	AUREF - Utility Customer Refunds	\$425.00	0	1206241	2550 DUPORTAIL ST Q197
12/06/2024	330082	P	999000	AUREF - Utility Customer Refunds	\$428.39	0	1206241	1322 COTTONWOOD DR
12/06/2024	330083	P	999000	AUREF - Utility Customer Refunds	\$365.00	0	1206241	661 SEDGWICK PL
12/06/2024	330084	P	999000	AUREF - Utility Customer Refunds	\$80.00	0	1206241	1610 WOODBURY ST
12/06/2024	330085	P	999000	AUREF - Utility Customer Refunds	\$215.00	0	1206241	1853 MAHAN CT
12/06/2024	330086	P	999000	AUREF - Utility Customer Refunds	\$20.78	0	1206241	1301 BAYWOOD AVE
12/06/2024	330087	P	999000	AUREF - Utility Customer Refunds	\$175.00	0	1206241	1857 ALDER AVE
12/06/2024	330088	P	999000	AUREF - Utility Customer Refunds	\$350.00	0	1206241	1627 MCMURRAY AVE
12/06/2024	330089	P	999000	AUREF - Utility Customer Refunds	\$330.00	0	1206241	1780 PIKE AVE Apt B101
12/06/2024	330090	P	999000	AUREF - Utility Customer Refunds	\$725.00	0	1206241	1824 MAHAN AVE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330091	P	999000	AUREF - Utility Customer Refunds	\$461.62	0	1206241	2410 SACRAMENTO BLVD
12/06/2024	330092	P	999000	AUREF - Utility Customer Refunds	\$35.00	0	1206241	260 SAINT ST
12/06/2024	330093	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	54 COSMIC LN
12/06/2024	330094	P	999000	AUREF - Utility Customer Refunds	\$290.00	0	1206241	330 SNYDER ST
12/06/2024	330095	P	999000	AUREF - Utility Customer Refunds	\$460.49	0	1206241	1307 POTTER AVE
12/06/2024	330096	P	999000	AUREF - Utility Customer Refunds	\$24.35	0	1206241	1900 STEVENS DR 117
12/06/2024	330097	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	45 NUCLEAR LN
12/06/2024	330098	P	999000	AUREF - Utility Customer Refunds	\$344.26	0	1206241	1214 CEDAR AVE
12/06/2024	330099	P	999000	AUREF - Utility Customer Refunds	\$430.00	0	1206241	2730 VAN GIESEN ST
12/06/2024	330100	P	999000	AUREF - Utility Customer Refunds	\$473.93	0	1206241	1310 STEVENS DR
12/06/2024	330101	P	999000	AUREF - Utility Customer Refunds	\$14.04	0	1206241	2576 PRESTWICK DR
12/06/2024	330102	P	999000	AUREF - Utility Customer Refunds	\$310.00	0	1206241	2305 EASTON AVE
12/06/2024	330103	P	999000	AUREF - Utility Customer Refunds	\$130.00	0	1206241	1218 WOODBURY ST
12/06/2024	330104	P	999000	AUREF - Utility Customer Refunds	\$270.00	0	1206241	1900 STEVENS DR 618
12/06/2024	330105	P	999000	AUREF - Utility Customer Refunds	\$325.00	0	1206241	1930 GEORGE WASHINGTON WAY 122
12/06/2024	330106	P	999000	AUREF - Utility Customer Refunds	\$220.04	0	1206241	2310 TINKLE ST
12/06/2024	330107	P	999000	AUREF - Utility Customer Refunds	\$300.00	0	1206241	2226 CAMAS AVE
12/06/2024	330108	P	999000	AUREF - Utility Customer Refunds	\$620.00	0	1206241	2209 BENTON AVE
12/06/2024	330109	P	999000	AUREF - Utility Customer Refunds	\$295.00	0	1206241	53 GALAXY LN
12/06/2024	330110	P	999000	AUREF - Utility Customer Refunds	\$405.00	0	1206241	310 GREENTREE CT 3
12/06/2024	330111	P	999000	AUREF - Utility Customer Refunds	\$305.00	0	1206241	200 WALDRON ST 62
12/06/2024	330112	P	999000	AUREF - Utility Customer Refunds	\$354.65	0	1206241	1316 TUNIS AVE
12/06/2024	330113	VOID	999000	AUREF - Utility Customer Refunds	\$0.00	292.13	1206241	VOID AFTER UPDATE 12/13/2024
12/06/2024	330114	P	999000	AUREF - Utility Customer Refunds	\$170.00	0	1206241	1121 CATSKILL ST
12/06/2024	330115	P	999000	AUREF - Utility Customer Refunds	\$220.00	0	1206241	1650 MOWRY SQ 221
12/06/2024	330116	VOID	999000	AUREF - Utility Customer Refunds	\$0.00	477.06	1206241	VOID AFTER UPDATE 12/31/2024
12/06/2024	330117	P	999000	AUREF - Utility Customer Refunds	\$78.00	0	1206241	1832 BIRCH AVE
12/06/2024	330118	P	999000	AUREF - Utility Customer Refunds	\$100.00	0	1206241	1775 BOSTON ST
12/06/2024	330119	P	999000	AUREF - Utility Customer Refunds	\$660.00	0	1206241	2411 HARRIS AVE
12/06/2024	330120	P	999000	AUREF - Utility Customer Refunds	\$25.00	0	1206241	125 SPRING ST
12/06/2024	330121	P	999000	AUREF - Utility Customer Refunds	\$245.00	0	1206241	2113 HARRIS AVE
12/06/2024	330122	P	999000	AUREF - Utility Customer Refunds	\$152.19	0	1206241	2102 LEE BLVD
12/06/2024	330123	P	999000	AUREF - Utility Customer Refunds	\$305.00	0	1206241	1022 SANFORD AVE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330124	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	1607 WOODBURY ST
12/06/2024	330125	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	414 SHAW ST
12/06/2024	330126	P	999000	AUREF - Utility Customer Refunds	\$185.00	0	1206241	668 RIVERSTONE DR
12/06/2024	330127	P	999000	AUREF - Utility Customer Refunds	\$440.00	0	1206241	651 MCMURRAY ST 104
12/06/2024	330128	P	999000	AUREF - Utility Customer Refunds	\$600.16	0	1206241	321 SNYDER ST
12/06/2024	330129	P	999000	AUREF - Utility Customer Refunds	\$55.00	0	1206241	160 VAN GIESEN ST 208
12/06/2024	330130	P	999000	AUREF - Utility Customer Refunds	\$457.42	0	1206241	1315 CEDAR AVE
12/06/2024	330131	P	999000	AUREF - Utility Customer Refunds	\$55.00	0	1206241	1645 MOWRY SQ
12/06/2024	330132	P	999000	AUREF - Utility Customer Refunds	\$640.00	0	1206241	560 SPENGLER ST D
12/06/2024	330133	P	999000	AUREF - Utility Customer Refunds	\$35.00	0	1206241	1207 GEORGE WASHINGTON WAY 25
12/06/2024	330134	P	999000	AUREF - Utility Customer Refunds	\$65.00	0	1206241	2682 GRAYHAWK LOOP
12/06/2024	330135	P	999000	AUREF - Utility Customer Refunds	\$410.00	0	1206241	300 COLUMBIA POINT DR Unit B11
12/06/2024	330136	P	999000	AUREF - Utility Customer Refunds	\$131.94	0	1206241	1521 BUTTERNUT AVE
12/06/2024	330137	P	999000	AUREF - Utility Customer Refunds	\$690.00	0	1206241	1242 EL MONTE CT
12/06/2024	330138	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	2500 GEORGE WASHINGTON WAY 200
12/06/2024	330139	P	999000	AUREF - Utility Customer Refunds	\$1,045.00	0	1206241	1850 STEVENS DR 127
12/06/2024	330140	P	999000	AUREF - Utility Customer Refunds	\$135.00	0	1206241	2574 TILDEN CT
12/06/2024	330141	P	999000	AUREF - Utility Customer Refunds	\$469.43	0	1206241	1821 ALDER AVE
12/06/2024	330142	P	999000	AUREF - Utility Customer Refunds	\$307.83	0	1206241	807 SYMONS ST
12/06/2024	330143	P	999000	AUREF - Utility Customer Refunds	\$100.00	0	1206241	2831 MONARCH LN
12/06/2024	330144	P	999000	AUREF - Utility Customer Refunds	\$255.00	0	1206241	2334 ENTERPRISE DR
12/06/2024	330145	P	999000	AUREF - Utility Customer Refunds	\$197.85	0	1206241	1331 COTTONWOOD DR
12/06/2024	330146	P	999000	AUREF - Utility Customer Refunds	\$577.24	0	1206241	2114 VAN GIESEN ST
12/06/2024	330147	P	999000	AUREF - Utility Customer Refunds	\$330.00	0	1206241	2021 MAHAN AVE I4
12/06/2024	330148	P	999000	AUREF - Utility Customer Refunds	\$175.72	0	1206241	2021 BLUE AVE
12/06/2024	330149	P	999000	AUREF - Utility Customer Refunds	\$510.00	0	1206241	2021 MAHAN AVE C1
12/06/2024	330150	P	999000	AUREF - Utility Customer Refunds	\$345.00	0	1206241	35 PROTON LN
12/06/2024	330151	P	999000	AUREF - Utility Customer Refunds	\$550.00	0	1206241	1955 MCPHERSON AVE
12/06/2024	330152	P	999000	AUREF - Utility Customer Refunds	\$30.00	0	1206241	317 COLUMBIA POINT DR
12/06/2024	330153	P	999000	AUREF - Utility Customer Refunds	\$695.00	0	1206241	1506 SUNSET ST
12/06/2024	330154	P	999000	AUREF - Utility Customer Refunds	\$255.00	0	1206241	3061 BOBWHITE WAY
12/06/2024	330155	P	999000	AUREF - Utility Customer Refunds	\$440.00	0	1206241	56 MERCURY DR
12/06/2024	330156	P	999000	AUREF - Utility Customer Refunds	\$115.00	0	1206241	3067 BOBWHITE WAY

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330157	P	999000	AUREF - Utility Customer Refunds	\$70.00	0	1206241	2090 HOXIE AVE
12/06/2024	330158	P	999000	AUREF - Utility Customer Refunds	\$215.00	0	1206241	2555 DUPORTAIL ST I171
12/06/2024	330159	P	999000	AUREF - Utility Customer Refunds	\$1,200.00	0	1206241	1102 OAK ST
12/06/2024	330160	P	999000	AUREF - Utility Customer Refunds	\$40.00	0	1206241	2679 EAGLEWATCH LOOP
12/06/2024	330161	P	999000	AUREF - Utility Customer Refunds	\$405.00	0	1206241	2317 FERNDAL AVE
12/06/2024	330162	P	999000	AUREF - Utility Customer Refunds	\$155.00	0	1206241	2550 LAVENDER CT
12/06/2024	330163	P	999000	AUREF - Utility Customer Refunds	\$190.76	0	1206241	1406 TORBETT ST
12/06/2024	330164	P	999000	AUREF - Utility Customer Refunds	\$273.98	0	1206241	1104 WINSLOW AVE
12/06/2024	330165	P	999000	AUREF - Utility Customer Refunds	\$250.00	0	1206241	2971 SONORAN DR
12/06/2024	330166	P	999000	AUREF - Utility Customer Refunds	\$390.00	0	1206241	1780 PIKE AVE Apt H106
12/06/2024	330167	P	999000	AUREF - Utility Customer Refunds	\$260.00	0	1206241	2455 GEORGE WASHINGTON WAY N17
12/06/2024	330168	P	999000	AUREF - Utility Customer Refunds	\$385.00	0	1206241	1967 PINE ST
12/06/2024	330169	P	999000	AUREF - Utility Customer Refunds	\$130.00	0	1206241	2285 COPPERLEAF ST
12/06/2024	330170	P	999000	AUREF - Utility Customer Refunds	\$190.00	0	1206241	1936 DOGWOOD PL
12/06/2024	330171	P	999000	AUREF - Utility Customer Refunds	\$225.00	0	1206241	1823 MARSHALL CT
12/06/2024	330172	P	999000	AUREF - Utility Customer Refunds	\$510.00	0	1206241	1941 CYPRESS PL
12/06/2024	330173	P	999000	AUREF - Utility Customer Refunds	\$325.00	0	1206241	2118 HOXIE AVE
12/06/2024	330174	P	999000	AUREF - Utility Customer Refunds	\$410.00	0	1206241	2021 MAHAN AVE H5
12/06/2024	330175	P	999000	AUREF - Utility Customer Refunds	\$60.00	0	1206241	2547 PRESTWICK DR
12/06/2024	330176	P	999000	AUREF - Utility Customer Refunds	\$640.00	0	1206241	226 SOMERSET ST
12/06/2024	330177	P	999000	AUREF - Utility Customer Refunds	\$293.92	0	1206241	637 LYNNWOOD LOOP
12/06/2024	330178	P	999000	AUREF - Utility Customer Refunds	\$1,295.00	0	1206241	1848 MCMURRAY AVE
12/06/2024	330179	P	999000	AUREF - Utility Customer Refunds	\$640.00	0	1206241	2532 GRANADA CT
12/06/2024	330180	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	2460 PERSHING AVE
12/06/2024	330181	P	999000	AUREF - Utility Customer Refunds	\$75.00	0	1206241	2389 COPPERHILL ST
12/06/2024	330182	P	999000	AUREF - Utility Customer Refunds	\$170.00	0	1206241	1633 MOWRY SQ
12/06/2024	330183	P	999000	AUREF - Utility Customer Refunds	\$430.00	0	1206241	565 FRANKLIN ST
12/06/2024	330184	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	2550 DUPORTAIL ST I149
12/06/2024	330185	P	999000	AUREF - Utility Customer Refunds	\$270.00	0	1206241	417 COLUMBIA POINT DR
12/06/2024	330186	P	999000	AUREF - Utility Customer Refunds	\$85.00	0	1206241	2359 FERNDAL AVE
12/06/2024	330187	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	2921 SONORAN CT
12/06/2024	330188	P	999000	AUREF - Utility Customer Refunds	\$140.00	0	1206241	2401 ALEXANDER AVE
12/06/2024	330189	P	999000	AUREF - Utility Customer Refunds	\$254.00	0	1206241	1900 STEVENS DR 224

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330190	P	999000	AUREF - Utility Customer Refunds	\$575.00	0	1206241	69 JADWIN AVE 8
12/06/2024	330191	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	1912 MAHAN AVE
12/06/2024	330192	P	999000	AUREF - Utility Customer Refunds	\$404.99	0	1206241	1210 CEDAR AVE
12/06/2024	330193	P	999000	AUREF - Utility Customer Refunds	\$310.00	0	1206241	2559 GLEN BRIAR LN
12/06/2024	330194	P	999000	AUREF - Utility Customer Refunds	\$115.00	0	1206241	1303 WRIGHT AVE
12/06/2024	330195	P	999000	AUREF - Utility Customer Refunds	\$102.12	0	1206241	3003 QUEENSGATE DR Apt 318
12/06/2024	330196	P	999000	AUREF - Utility Customer Refunds	\$45.00	0	1206241	2340 DELLE CELLE DR
12/06/2024	330197	P	999000	AUREF - Utility Customer Refunds	\$85.00	0	1206241	2557 TILDEN CT
12/06/2024	330198	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	2458 MULLET CT
12/06/2024	330199	P	999000	AUREF - Utility Customer Refunds	\$249.56	0	1206241	1428 THAYER DR
12/06/2024	330200	P	999000	AUREF - Utility Customer Refunds	\$440.00	0	1206241	44 COMPTON LN
12/06/2024	330201	P	999000	AUREF - Utility Customer Refunds	\$680.00	0	1206241	489 COLUMBIA POINT DR
12/06/2024	330202	P	999000	AUREF - Utility Customer Refunds	\$210.00	0	1206241	2645 SCOTTSDALE PL
12/06/2024	330203	P	999000	AUREF - Utility Customer Refunds	\$485.00	0	1206241	2581 PRESTWICK DR
12/06/2024	330204	P	999000	AUREF - Utility Customer Refunds	\$250.00	0	1206241	3026 SONORAN DR
12/06/2024	330205	P	999000	AUREF - Utility Customer Refunds	\$120.00	0	1206241	2555 DUPORTAIL ST G352
12/06/2024	330206	P	999000	AUREF - Utility Customer Refunds	\$180.00	0	1206241	2122 SHASTA AVE
12/06/2024	330207	P	999000	AUREF - Utility Customer Refunds	\$1,175.00	0	1206241	2433 DAVISON AVE
12/06/2024	330208	P	999000	AUREF - Utility Customer Refunds	\$3,695.00	0	1206241	2363 DAVISON AVE
12/06/2024	330209	P	999000	AUREF - Utility Customer Refunds	\$310.00	0	1206241	1950 JONES RD
12/06/2024	330210	P	999000	AUREF - Utility Customer Refunds	\$152.00	0	1206241	1805 BIRCH AVE
12/06/2024	330211	P	999000	AUREF - Utility Customer Refunds	\$45.00	0	1206241	1907 FOREST AVE
12/06/2024	330212	P	999000	AUREF - Utility Customer Refunds	\$150.00	0	1206241	2519 ALLEGHENY CT
12/06/2024	330213	P	999000	AUREF - Utility Customer Refunds	\$20.00	0	1206241	3001 WILD CANYON WAY
12/06/2024	330214	P	999000	AUREF - Utility Customer Refunds	\$460.00	0	1206241	2021 MAHAN AVE H3
12/06/2024	330215	P	999000	AUREF - Utility Customer Refunds	\$65.00	0	1206241	2530 TILDEN CT
12/06/2024	330216	P	999000	AUREF - Utility Customer Refunds	\$340.00	0	1206241	2404 SWIFT BLVD
12/06/2024	330217	P	999000	AUREF - Utility Customer Refunds	\$750.00	0	1206241	309 GREENTREE CT 5
12/06/2024	330218	P	999000	AUREF - Utility Customer Refunds	\$380.00	0	1206241	599 RIVERSTONE DR
12/06/2024	330219	P	999000	AUREF - Utility Customer Refunds	\$299.82	0	1206241	26 COSMIC LN
12/06/2024	330220	P	999000	AUREF - Utility Customer Refunds	\$180.00	0	1206241	2730 GLEN RD
12/06/2024	330221	P	999000	AUREF - Utility Customer Refunds	\$130.00	0	1206241	2535 GLEN BRIAR LN
12/06/2024	330222	P	999000	AUREF - Utility Customer Refunds	\$329.29	0	1206241	1114 WILLARD AVE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330223	P	999000	AUREF - Utility Customer Refunds	\$175.00	0	1206241	200 WALDRON ST 34
12/06/2024	330224	P	999000	AUREF - Utility Customer Refunds	\$445.00	0	1206241	2124 BRIARWOOD CT
12/06/2024	330225	P	999000	AUREF - Utility Customer Refunds	\$153.45	0	1206241	1612 MCPHERSON AVE
12/06/2024	330226	P	999000	AUREF - Utility Customer Refunds	\$315.00	0	1206241	647 HANFORD ST
12/06/2024	330227	P	999000	AUREF - Utility Customer Refunds	\$240.00	0	1206241	2087 HOXIE AVE
12/06/2024	330228	P	999000	AUREF - Utility Customer Refunds	\$670.00	0	1206241	135 SPENGLER ST
12/06/2024	330229	P	999000	AUREF - Utility Customer Refunds	\$250.00	0	1206241	2629 HARRIS AVE
12/06/2024	330230	P	999000	AUREF - Utility Customer Refunds	\$44.13	0	1206241	1510 FARRELL LN
12/06/2024	330231	P	999000	AUREF - Utility Customer Refunds	\$85.00	0	1206241	43 MERCURY DR
12/06/2024	330232	P	999000	AUREF - Utility Customer Refunds	\$103.80	0	1206241	2437 MAGGIO LOOP
12/06/2024	330233	P	999000	AUREF - Utility Customer Refunds	\$305.52	0	1206241	1020 SMITH AVE
12/06/2024	330234	P	999000	AUREF - Utility Customer Refunds	\$540.00	0	1206241	1514 POTTER AVE
12/06/2024	330235	P	999000	AUREF - Utility Customer Refunds	\$165.00	0	1206241	2546 PRESTWICK DR
12/06/2024	330236	P	999000	AUREF - Utility Customer Refunds	\$135.00	0	1206241	2527 GLEN BRIAR LN
12/06/2024	330237	P	999000	AUREF - Utility Customer Refunds	\$60.00	0	1206241	1802 BISMARK ST
12/06/2024	330238	P	999000	AUREF - Utility Customer Refunds	\$440.00	0	1206241	1317 BUENA CT
12/06/2024	330239	P	999000	AUREF - Utility Customer Refunds	\$1,070.00	0	1206241	2420 HARRIS AVE
12/06/2024	330240	P	999000	AUREF - Utility Customer Refunds	\$650.00	0	1206241	2112 BRIARWOOD CT
12/06/2024	330241	P	999000	AUREF - Utility Customer Refunds	\$680.00	0	1206241	147 SPENGLER ST
12/06/2024	330242	P	999000	AUREF - Utility Customer Refunds	\$405.00	0	1206241	120 SHERMAN ST
12/06/2024	330243	P	999000	AUREF - Utility Customer Refunds	\$382.56	0	1206241	1508 SANFORD AVE
12/06/2024	330244	P	999000	AUREF - Utility Customer Refunds	\$331.54	0	1206241	1100 SANFORD AVE
12/06/2024	330245	VOID	999000	AUREF - Utility Customer Refunds	\$0.00	440.36	1206241	VOID AFTER UPDATE 12/13/2024
12/06/2024	330246	P	999000	AUREF - Utility Customer Refunds	\$370.00	0	1206241	1113 MAPLE PL
12/06/2024	330247	P	999000	AUREF - Utility Customer Refunds	\$80.00	0	1206241	2552 PRESTWICK DR
12/06/2024	330248	P	999000	AUREF - Utility Customer Refunds	\$29.01	0	1206241	1900 STEVENS DR 413
12/06/2024	330249	P	999000	AUREF - Utility Customer Refunds	\$210.00	0	1206241	2677 MAIDSTONE ST
12/06/2024	330250	P	999000	AUREF - Utility Customer Refunds	\$485.00	0	1206241	50 JADWIN AVE Apt 101
12/06/2024	330251	P	999000	AUREF - Utility Customer Refunds	\$650.24	0	1206241	1306 MARSHALL AVE
12/06/2024	330252	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	2306 HOOD AVE F
12/06/2024	330253	P	999000	AUREF - Utility Customer Refunds	\$230.00	0	1206241	53 MERCURY DR
12/06/2024	330254	P	999000	AUREF - Utility Customer Refunds	\$110.00	0	1206241	1025 WILLARD AVE
12/06/2024	330255	P	999000	AUREF - Utility Customer Refunds	\$95.00	0	1206241	32 GALAXY LN

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330256	P	999000	AUREF - Utility Customer Refunds	\$250.00	0	1206241	850 AARON DR 94
12/06/2024	330257	P	999000	AUREF - Utility Customer Refunds	\$205.00	0	1206241	2021 MAHAN AVE D7
12/06/2024	330258	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	2365 FERNDAL AVE
12/06/2024	330259	P	999000	AUREF - Utility Customer Refunds	\$310.00	0	1206241	1130 CATSKILL ST
12/06/2024	330260	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	2345 HARRIS AVE
12/06/2024	330261	P	999000	AUREF - Utility Customer Refunds	\$410.00	0	1206241	1118 MCMURRAY ST
12/06/2024	330262	P	999000	AUREF - Utility Customer Refunds	\$605.00	0	1206241	1157 DOS PALOS CT
12/06/2024	330263	P	999000	AUREF - Utility Customer Refunds	\$340.00	0	1206241	361 BREAKWATER CT
12/06/2024	330264	P	999000	AUREF - Utility Customer Refunds	\$180.00	0	1206241	33 GALAXY LN
12/06/2024	330265	P	999000	AUREF - Utility Customer Refunds	\$495.00	0	1206241	2020 DAVISON AVE
12/06/2024	330266	P	999000	AUREF - Utility Customer Refunds	\$212.00	0	1206241	1200 MARSHALL AVE
12/06/2024	330267	P	999000	AUREF - Utility Customer Refunds	\$515.00	0	1206241	2455 GEORGE WASHINGTON WAY O17
12/06/2024	330268	P	999000	AUREF - Utility Customer Refunds	\$485.00	0	1206241	44 MERCURY DR
12/06/2024	330269	P	999000	AUREF - Utility Customer Refunds	\$147.66	0	1206241	1119 WINSLOW AVE
12/06/2024	330270	P	999000	AUREF - Utility Customer Refunds	\$355.00	0	1206241	2646 SCOTTSDALE PL
12/06/2024	330271	P	999000	AUREF - Utility Customer Refunds	\$836.00	0	1206241	1929 HOOD AVE
12/06/2024	330272	P	999000	AUREF - Utility Customer Refunds	\$290.00	0	1206241	2336 CAMAS AVE
12/06/2024	330273	P	999000	AUREF - Utility Customer Refunds	\$200.00	0	1206241	2250 DAVISON AVE
12/06/2024	330274	P	999000	AUREF - Utility Customer Refunds	\$215.00	0	1206241	1918 POPLAR ST
12/06/2024	330275	P	999000	AUREF - Utility Customer Refunds	\$165.00	0	1206241	1203 FONTANA CT
12/06/2024	330276	P	999000	AUREF - Utility Customer Refunds	\$155.00	0	1206241	20 GALAXY LN
12/06/2024	330277	P	999000	AUREF - Utility Customer Refunds	\$285.00	0	1206241	8 ARGON LN
12/06/2024	330278	P	999000	AUREF - Utility Customer Refunds	\$160.00	0	1206241	2059 HUDSON AVE
12/06/2024	330279	P	999000	AUREF - Utility Customer Refunds	\$280.00	0	1206241	333 SNYDER ST
12/06/2024	330280	P	999000	AUREF - Utility Customer Refunds	\$341.14	0	1206241	1428 FARRELL LN
12/06/2024	330281	P	999000	AUREF - Utility Customer Refunds	\$65.00	0	1206241	2575 MAGNOLIA CT
12/06/2024	330282	P	999000	AUREF - Utility Customer Refunds	\$200.00	0	1206241	196 BRADLEY BLVD
12/06/2024	330283	P	999000	AUREF - Utility Customer Refunds	\$569.08	0	1206241	1607 TURNER ST
12/06/2024	330284	P	999000	AUREF - Utility Customer Refunds	\$115.00	0	1206241	1224 WOODBURY ST
12/06/2024	330285	P	999000	AUREF - Utility Customer Refunds	\$40.00	0	1206241	2346 COPPERCREEK ST
12/06/2024	330286	P	999000	AUREF - Utility Customer Refunds	\$245.00	0	1206241	1212 WOODBURY ST
12/06/2024	330287	P	999000	AUREF - Utility Customer Refunds	\$235.00	0	1206241	901 MCMURRAY ST
12/06/2024	330288	P	999000	AUREF - Utility Customer Refunds	\$300.00	0	1206241	1222 FONTANA CT

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330289	P	999000	AUREF - Utility Customer Refunds	\$105.00	0	1206241	2683 MAIDSTONE ST
12/06/2024	330290	P	999000	AUREF - Utility Customer Refunds	\$179.00	0	1206241	2413 TINKLE ST
12/06/2024	330291	P	999000	AUREF - Utility Customer Refunds	\$107.17	0	1206241	201 UNIVERSITY DR Apt 102
12/06/2024	330292	P	999000	AUREF - Utility Customer Refunds	\$410.06	0	1206241	1201 ACACIA AVE
12/06/2024	330293	P	999000	AUREF - Utility Customer Refunds	\$625.00	0	1206241	2021 MAHAN AVE E6
12/06/2024	330294	P	999000	AUREF - Utility Customer Refunds	\$260.00	0	1206241	16 COSMIC LN
12/06/2024	330295	P	999000	AUREF - Utility Customer Refunds	\$425.00	0	1206241	1213 FONTANA CT
12/06/2024	330296	P	999000	AUREF - Utility Customer Refunds	\$125.00	0	1206241	306 SAINT ST
12/06/2024	330297	P	999000	AUREF - Utility Customer Refunds	\$395.00	0	1206241	385 HANFORD ST
12/06/2024	330298	P	999000	AUREF - Utility Customer Refunds	\$370.00	0	1206241	651 RIVERSTONE DR
12/06/2024	330299	P	999000	AUREF - Utility Customer Refunds	\$570.00	0	1206241	39 GALAXY LN
12/06/2024	330300	P	999000	AUREF - Utility Customer Refunds	\$85.00	0	1206241	3288 WILD CANYON WAY
12/06/2024	330301	P	999000	AUREF - Utility Customer Refunds	\$595.00	0	1206241	2042 HOXIE AVE
12/06/2024	330302	P	999000	AUREF - Utility Customer Refunds	\$265.00	0	1206241	1742 DULUTH ST
12/06/2024	330303	P	999000	AUREF - Utility Customer Refunds	\$40.00	0	1206241	2337 COPPERHILL ST
12/06/2024	330304	P	999000	AUREF - Utility Customer Refunds	\$225.00	0	1206241	2539 DAVISON AVE
12/06/2024	330305	P	999000	AUREF - Utility Customer Refunds	\$150.00	0	1206241	1946 THAYER DR
12/06/2024	330306	P	999000	AUREF - Utility Customer Refunds	\$215.00	0	1206241	315 SCOT ST
12/06/2024	330307	P	999000	AUREF - Utility Customer Refunds	\$210.00	0	1206241	1801 MARSHALL AVE
12/06/2024	330308	P	999000	AUREF - Utility Customer Refunds	\$412.05	0	1206241	902 WILLIAMS BLVD
12/06/2024	330309	VOID	999000	AUREF - Utility Customer Refunds	\$0.00	550	1206241	VOID AFTER UPDATE 12/13/2024
12/06/2024	330310	P	999000	AUREF - Utility Customer Refunds	\$333.00	0	1206241	2414 SACRAMENTO BLVD
12/06/2024	330311	P	999000	AUREF - Utility Customer Refunds	\$165.00	0	1206241	1915 CYPRESS PL
12/06/2024	330312	P	999000	AUREF - Utility Customer Refunds	\$305.00	0	1206241	1859 MCPHERSON AVE
12/06/2024	330313	P	999000	AUREF - Utility Customer Refunds	\$225.66	0	1206241	229 CRESTWOOD DR
12/06/2024	330314	P	999000	AUREF - Utility Customer Refunds	\$30.00	0	1206241	1808 BISMARK ST
12/06/2024	330315	P	999000	AUREF - Utility Customer Refunds	\$45.00	0	1206241	1926 GEORGE WASHINGTON WAY Apt
12/06/2024	330316	P	999000	AUREF - Utility Customer Refunds	\$400.00	0	1206241	2021 MAHAN AVE H8
12/06/2024	330317	P	999000	AUREF - Utility Customer Refunds	\$455.00	0	1206241	2000 STEVENS DR 209
12/06/2024	330318	P	999000	AUREF - Utility Customer Refunds	\$435.00	0	1206241	2021 MAHAN AVE K11
12/06/2024	330319	P	10010	BENTON FRANKLIN HEALTH DISTRICT	\$1,547.12	0	1206241	Cyanotoxin Testing Nov 2024
12/06/2024	330320	P	10923	BIG D'S CONSTRUCTION OF TRI CITIES LLC	\$45,147.58	0	1206241	Badger MTN Park - N Parking Lo
12/06/2024	330321	P	11272	BOYD'S TREE SERVICE LLC	\$1,346.29	0	1206241	2024 City-Wide Tree Services P

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330322	P	10841	CASELLE INC	\$185.00	0	1206241	12 December Professional Archi
12/06/2024	330323	P	11435	CHAPLAIN SERVICES NETWORK	\$4,125.00	0	1206241	CHAPLAIN SERVICES NETWORK, CON
12/06/2024	330324	P	32558	CRA INTERNATIONAL INC	\$10,891.25	0	1206241	Cybersecurity Incident Prof Se
12/06/2024	330325	P	10597	CHARTER COMMUNICATIONS	\$314.96	0	1206241	RPD INTERNET - FAT CAT STORAGE
12/06/2024	330326	P	10055	CITY OF PASCO	\$57,330.75	0	1206241	ANIMAL SHELTERING SERVICES OCT
12/06/2024	330327	P	10261	CITY OF RICHLAND	\$1,047.94	0	1206241	Drop box hauling November 2024
12/06/2024	330328	P	31289	COMMUNICATIONS INTERNATIONAL INC.	\$36,424.16	0	1206241	PORTABLE RADIOS FOR M5064 & M5
12/06/2024	330329	P	32344	DONALD WENTWORTH	\$538.95	0	1206241	JUNIOR OFFICER BADGE STICERS Q
12/06/2024	330330	P	11663	D&D TELECOMMUNICATION PROPERTIES LLC	\$752.24	0	1206241	RFD - DECEMBER 2024 - INSPIRAT
12/06/2024	330331	P	11394	DEVRIES BUSINESS RECORDS MANAGEMENT INC	\$24.86	0	1206241	SHREDDING SERVICES
12/06/2024	330332	P	11115	ELECTRIC POWER SYSTEMS INC	\$53,878.50	0	1206241	Thayer/Stevens Subs Bank 1 Re
12/06/2024	330333	P	32141	FEDERAL ENGINEERING INC	\$14,020.00	0	1206241	VHF RADIO SYSTEM PROJECT MANAG
12/06/2024	330334	P	31444	CODY M WAREHAM	\$135.88	0	1206241	TOW FROM RPD TO SHOPS VEH#1231
12/06/2024	330335	P	32135	BUSINESS INTERIORS OF IDAHO INC	\$3,779.90	0	1206241	City Hall 3rd Fl-Room 338 Offi
12/06/2024	330336	P	11157	FRONTIER COMMUNICATIONS NORTHWEST, INC.	\$242.46	0	1206241	11-Nov Guest Internet Charges
12/06/2024	330337	P	11585	GALLS, LLC	\$27.50	0	1206241	Nameplate - Pilcher
12/06/2024	330338	P	32330	GARY B HEATON	\$1,500.00	0	1206241	RED MTN LEASE 12/01-12/31/24
12/06/2024	330339	P	30553	HOTSY OF SPOKANE LLC	\$5,316.93	0	1206241	FLEET - DETERGENT FOR WASH BAY
12/06/2024	330340	P	32171	BEATRIZ BAEZ	\$850.00	0	1206241	JANITORIAL SERVICES 11/01-11/3
12/06/2024	330341	P	31660	KELLEY CREATE CO	\$202.79	0	1206241	Xerox Usage Charges Shops 100
12/06/2024	330342	P	31660	KELLEY CREATE CO	\$1,683.81	0	1206241	COPIER SERVICES 11/17-12/16/24
12/06/2024	330343	P	10465	MALLORY SAFETY & SUPPLY LLC	\$3,002.50	0	1206241	FD - FIREBULL FIRE FOAM
12/06/2024	330344	P	12475	MEL'S INTER-CITY TOWING	\$330.46	0	1206241	RPD TOW CHARGE CASE # 24-05005
12/06/2024	330345	P	32596	MIDLAND SCIENTIFIC INC	\$241.65	0	1206241	Sensor cap replacement Kit LBO
12/06/2024	330346	P	32520	MULLEN COUGHLIN LLC	\$7,489.00	0	1206241	Cybersecurity Incident Legal S
12/06/2024	330347	P	31674	P&F AUTOMOTIVE WAREHOUSE INC	\$287.69	0	1206241	CONNECTOR VEH#3212 WO#75330
12/06/2024	330348	P	30272	CLEAN CONCEPTS GROUP, INC	\$1,657.60	0	1206241	FLEET - REPAIR WASH WAND
12/06/2024	330349	P	10357	OXARC INC	\$366.69	0	1206241	Nitrogen
12/06/2024	330350	P	31673	ALBERT J ABREU	\$6,673.00	0	1206241	HOT STICKS VEH#7200 WO#75185
12/06/2024	330351	P	31206	CI - PW LLC	\$40.19	0	1206241	Water for Lanfill 12/3/24
12/06/2024	330352	P	32452	PARAGON HOSPITALITY GROUP LLC	\$4,030.00	0	1206241	Rent from 12/01/2024 to 01/01/
12/06/2024	330353	P	10232	PERFECTION GLASS INC	\$1,032.65	0	1206241	Library Second Broken Window R

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/06/2024	330354	P	31032	TWIN SPRUCE BIRD RANCH INC	\$2,980.00	0	1206241	2024 WINTER WONDERLAND REINDEE
12/06/2024	330355	P	11012	RH2 ENGINEERING INC	\$10,842.96	0	1206241	SCADA Evaluation and Upgrade 3
12/06/2024	330356	P	10488	SAN DIEGO POLICE EQUIPMENT CO	\$5,215.43	0	1206241	SWAT Ammo
12/06/2024	330357	P	10440	SOLID WASTE SYSTEMS INC	\$1,551.94	0	1206241	REGULATOR WITH TOIL VEH#3372 W
12/06/2024	330358	P	31817	SPEAKWRITE LLC	\$900.43	0	1206241	RPD TRANSCRIPTION SERVICE NOV
12/06/2024	330359	P	30644	GWEN STANLEY	\$199.96	0	1206241	DISPATCH THANKSGIVING FOOD REI
12/06/2024	330360	P	30086	TELEFLEX LLC	\$1,438.70	0	1206241	RFD - EZ IO 45MM NEEDLE SET,EZ
12/06/2024	330361	P	31735	MARQUES HARRER	\$969.30	0	1206241	RFD - TAILOR SHOP - HEM PANTS,
12/06/2024	330362	P	10481	WEST PUBLISHING CORPORATION	\$2,570.10	0	1206241	ONLINE/SOFTWARE SUBSCRIPTION C
12/06/2024	330363	P	31958	TRUCKPRO HOLDING CORPORATION	\$7.59	0	1206241	BELT VEH#3362 WO#75248
12/06/2024	330364	P	10794	UNITED RENTALS INC	\$1,451.15	0	1206241	EQUIP RENTAL - RCC - CHILLER -
12/06/2024	330365	P	10106	US LINEN & UNIFORM	\$158.99	0	1206241	FLEET - SHOP APPAREL
12/06/2024	330366	P	10202	NORTHWEST ONE CALL SUBSURFACE WARNING SYSTEM	\$281.16	0	1206241	Locating Services Nov 2024
12/06/2024	330367	P	10860	VERIZON COMMUNICATIONS INC	\$1,348.77	0	1206241	CELL PHONES 10/07-11/06/24
12/06/2024	330368	P	31285	VIDEOLINK INC	\$29.35	0	1206241	EAR CUSHIONS
12/06/2024	330369	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$5,728.22	0	1206241	REPAIR AC VEH#7162 WO#75284
12/06/2024	330370	P	11338	XIOLOGIX LLC	\$12,859.82	0	1206241	SR-2503 Dell Hot-Plug Hard Dri
12/11/2024	330371	P	31231	ABM INDUSTRIES INC	\$19,265.16	0	1211241	MULTIPLE FACILITIES - JANITORI
12/11/2024	330372	P	10838	GRIGG ENTERPRISES INC	\$1,275.66	0	1211241	RCC PROGRAM/EVENT SUPPLIES DUC
12/11/2024	330373	P	11197	LUCAS M MILLER	\$1,060.00	0	1211241	2024 Annual RR Crossing Inspec
12/11/2024	330374	P	32117	ALASKA RUBBER GROUP INC	\$16.66	0	1211241	Plant pumping hoses
12/11/2024	330375	P	11213	ALTEC INDUSTRIES INC	\$739.02	0	1211241	HYDRAULIC VALVE#3325 WO#75290
12/11/2024	330376	P	32466	ANALYTICAL RESOURCES LLC	\$13,380.00	0	1211241	2024-2028 Groundwater Monitori
12/11/2024	330377	P	32502	APPLIED INDUSTRIAL SYSTEMS LLC	\$22,758.25	0	1211241	Library Emerg. Leak & PD Compr
12/11/2024	330378	P	10547	ARBAUGH & ASSOCIATES INC	\$3,500.00	0	1211241	Contract Fees: November 2024
12/11/2024	330379	P	10670	ARROW CONSTRUCTION HOLDINGS LLC	\$253.48	0	1211241	10- HIGH VIZ MED VESTS
12/11/2024	330380	P	11079	AUTOZONE STORES LLC	\$91.04	0	1211241	PARTS CLEANER VEH#3358 WO#7541
12/11/2024	330381	P	30314	BUNNIE AVERY	\$22.33	0	1211241	24-227 IA PRO CONF PHOENIX, AZ
12/11/2024	330382	P	10275	BADGER METER INC.	\$1,223.64	0	1211241	Freeze Plate Parts
12/11/2024	330383	P	10367	BANK OF AMERICA	\$2,142.90	0	1211241	BANK ANALYSIS FEES
12/11/2024	330384	P	10301	BAVCO	\$402.08	0	1211241	SHOPS & LIBRARY - BACKFLOW PAR
12/11/2024	330385	P	10518	BEAVER BARK & ROCK	\$59.76	0	1211241	RCC - MONUMENT LIGHTS
12/11/2024	330386	P	10010	BENTON FRANKLIN HEALTH DISTRICT	\$2,973.00	0	1211241	2025 RCC MOBILE UNIT COMMISSAR

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/11/2024	330387	P	10008	BENTON PUD	\$1,074.70	0	1211241	BADGER/SILLUSI UTILITIES 10/23
12/11/2024	330388	P	11272	BOYD'S TREE SERVICE LLC	\$7,576.44	0	1211241	Tree Pruning & Vegetation Mana
12/11/2024	330389	P	32620	MARY BROWN-ELMORE	\$102.18	0	1211241	REIMBURSEMENT - BUILD IT PROGR
12/11/2024	330390	P	32619	KRYSTA MICHELLE CANTU	\$18,382.30	0	1211241	WARRANTY DEED 101 GWW FOR SGWW
12/11/2024	330391	P	10123	CASCADE TITLE COMPANY	\$410.77	0	1211241	DEED OF TRUST RECORDING FEE -
12/11/2024	330392	P	31177	CENGAGE LEARNING, INC.	\$313.39	0	1211241	LIBRARY MATERIALS - LARGE PRIN
12/11/2024	330393	P	10597	CHARTER COMMUNICATIONS	\$148.96	0	1211241	CABLE SERVICES 11/30-12/29/24
12/11/2024	330394	P	30116	CHRISTENSEN INC	\$591.80	0	1211241	FLEET - DEF BULK
12/11/2024	330395	P	10135	CI SUPPORT LLC	\$48.94	0	1211241	FINANCE ONSITE WO#0320247-11/1
12/11/2024	330396	P	10261	CITY OF RICHLAND	\$3,258.18	0	1211241	UTILITIES 10/09-12/01/24
12/11/2024	330397	P	10261	CITY OF RICHLAND	\$19,814.65	0	1211241	LANDFILL ACCT 27LANDFILL STREE
12/11/2024	330398	P	10261	CITY OF RICHLAND	\$10,912.00	0	1211241	ROW PERMIT/PLAN REVIEW FEE WVP
12/11/2024	330399	P	10261	CITY OF RICHLAND	\$3,894.24	0	1211241	24-251 MOORE SI ACADEMY BELLEV
12/11/2024	330400	P	10261	CITY OF RICHLAND	\$10,819.02	0	1211241	1314 Thayer - Schwartz - L-I H
12/11/2024	330401	P	11516	COLEMAN OIL COMPANY	\$5,849.86	0	1211241	LANDFILL DYED DIESEL
12/11/2024	330402	P	32336	COLUMBIA INDUSTRIES	\$1,565.28	0	1211241	PRIMETIME GRANT DINNER - 11/7&
12/11/2024	330403	P	32610	COLUMBIA POINT 3739 LLC	\$18,632.48	0	1211241	warranty deed row - GWW
12/11/2024	330404	P	11801	COLUMBIA SAFETY LLC	\$914.76	0	1211241	CARDIAC SCIENCE G5 BATTERY AND
12/11/2024	330405	P	10470	COMMERCIAL TIRE INC	\$1,153.74	0	1211241	NEW TIRES VEH#5057 WO#75411
12/11/2024	330406	P	12494	CONSOR NORTH AMERICA INC	\$23,846.00	0	1211241	WWTF AERATION BASIN #2 RETROFI
12/11/2024	330407	P	10875	CORAL SALES COMPANY	\$1,078.30	0	1211241	TMA SOCKET RECEIVER VEH#3412 W
12/11/2024	330408	P	32592	CROSS REITER INC	\$28,700.61	0	1211241	Col. River Shoreline Stabil. G
12/11/2024	330409	P	31626	DE NORA HOLDINGS US INC	\$1,327.44	0	1211241	DeNora circuit board
12/11/2024	330410	P	10756	DELL MARKETING LP	\$3,909.44	0	1211241	SR-2324 Dell Laptop & Monitor
12/11/2024	330411	P	10177	DEPARTMENT OF LABOR & INDUSTRIES	\$57,074.18	0	1211241	3rd Qtr 2024 Self Insured L&I
12/11/2024	330412	P	10801	DOMESTIC VIOLENCE SVCS OF BNTN & FRNKLN COUNTIES	\$5,406.66	0	1211241	NOVEMBER 2024 HOME-ARP REIMBUR
12/11/2024	330413	P	30207	ERIC J EDWARDS	\$193.03	0	1211241	24-336 EDWARDS FARO TRAINING P
12/11/2024	330414	P	10623	BRADY WORLDWIDE INC	\$1,093.07	0	1211241	Danger tags for meter shop
12/11/2024	330415	P	32413	ARCHA RODNEY EMERSON	\$348.60	0	1211241	CLASSES 9945, 10046 & DROP IN
12/11/2024	330416	P	10460	STATE OF WASHINGTON EMPLOYMENT SECURITY DEPT	\$7,454.00	0	1211241	3rd Qtr 2024 Unemployment
12/11/2024	330417	P	11762	ENTERPRISE HOLDINGS INC	\$1,000.69	0	1211241	24-336 EDWARDS, 24-228 MASON,
12/11/2024	330418	P	31527	ESF DEVELOPMENT LLC	\$76,649.00	0	1211241	2024 CDBG ADA Ramps, CONTRACT

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/11/2024	330419	P	11044	EWING IRRIGATION PRODUCTS INC	\$3,067.40	0	1211241	WINTER WONDERLAND
12/11/2024	330420	P	12303	EXPRESS SERVICES	\$2,994.78	0	1211241	Cust. Service - CSR Temporary
12/11/2024	330421	P	32174	FAIRBANK EQUIPMENT INC	\$50.91	0	1211241	6-SPRAY SYS 1 1/2" CLIP EYELET
12/11/2024	330422	P	10315	FERGUSON US HOLDINGS INC	\$165.79	0	1211241	HAINS COMFORT STATION - URINAL
12/11/2024	330423	P	10447	FINAL TOUCH UPHOLSTERY	\$217.40	0	1211241	CITY HALL - BENCH REPAIR
12/11/2024	330424	P	11264	FINANCIAL CONSULTING SOLUTIONS GROUP INC.	\$1,510.00	0	1211241	Solid Waste Rate Update - 87-2
12/11/2024	330425	P	30874	BRENT THOMAS	\$108.70	0	1211241	2000 SNYDER - HORN SPORTS COMP
12/11/2024	330426	P	30909	FREEDOM EQUIPMENT RENTALS	\$3,571.45	0	1211241	EQUIP RENTAL - WWL - DIESEL FU
12/11/2024	330427	P	11157	FRONTIER COMMUNICATIONS NORTHWEST, INC.	\$1,054.40	0	1211241	LIBRARY TELEPHONE CHARGES 12/1
12/11/2024	330428	P	11157	FRONTIER COMMUNICATIONS NORTHWEST, INC.	\$3,361.79	0	1211241	TELEPHONE 12/1/2024-12/31/2024
12/11/2024	330429	P	10220	FRONTIER FENCE INC	\$5,804.59	0	1211241	COR Fence Repair at Snyder Sub
12/11/2024	330430	P	10050	GENERAL PACIFIC INC	\$26,200.09	0	1211241	GUY STRAIN INSULATOR
12/11/2024	330431	P	10203	W.W. GRAINGER, INC	\$1,669.60	0	1211241	Cold Pack, 5-1/2" L, 4" W, PK
12/11/2024	330432	P	32106	H&L AUTO GLASS LLC	\$598.06	0	1211241	WINDSHIELD REPLACEMENT VEH#331
12/11/2024	330433	P	31398	H.W. LOCHNER INC	\$3,301.07	0	1211241	SOUTH GWW INTERSECTION IMPROVE
12/11/2024	330434	P	10046	HD FOWLER CO	\$1,738.07	0	1211241	18SADDLE STRPS W/NUTS6/3BODY O
12/11/2024	330435	P	11813	HERC RENTALS INC	\$483.72	0	1211241	EQUIP RENTAL - RCC - MONUMENT
12/11/2024	330436	P	32593	I.C. CONSULTING CORPORATION	\$6,412.50	0	1211241	Support Services for Land Exch
12/11/2024	330437	P	30560	INTERMOUNTAIN LOCK AND SECURITY SUPPLY	\$9,346.03	0	1211241	RCC - PUSH BUTTON DOOR CLOSER
12/11/2024	330438	P	31209	WALTEK II, INCORPORATED	\$3,590.75	0	1211241	Soil Testing - Aeration Basin
12/11/2024	330439	P	30574	JENSEN, KERWIN	\$10,815.78	0	1211241	COBRA INSURANCE PAYMENT
12/11/2024	330440	P	10290	JIM'S PACIFIC GARAGES INC	\$225.84	0	1211241	AUTO SLACK ADJUSTER VEH#7164 W
12/11/2024	330441	P	32424	JUSTIFACTS CREDENTIAL VERIFICATION INC	\$2,728.79	0	1211241	EMPLOYMENT BACKGROUND VERIFICA
12/11/2024	330442	P	31623	KELLER ASSOCIATES INC	\$7,672.50	0	1211241	TAPTEAL BOOSTER PUMP STATION &
12/11/2024	330443	P	31660	KELLEY CREATE CO	\$105.42	0	1211241	XEROX/XERC8155/H2 #KC31628 (10
12/11/2024	330444	P	31660	KELLEY CREATE CO	\$1,280.39	0	1211241	RCC XEROX COPIER 8/17/24-11/16
12/11/2024	330445	P	31660	KELLEY CREATE CO	\$148.92	0	1211241	DECEMBER COPIER CHARGES - PURC
12/11/2024	330446	P	10071	KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY	\$13.47	0	1211241	CLAYBELL - PLUMBING
12/11/2024	330447	P	11667	KENWORTH SALES COMPANY	\$1,366.09	0	1211241	BRAKE SERVICE VEH#3358 WO#7530
12/11/2024	330448	P	11369	LEGACY TELECOMMUNICATIONS LLC	\$641.33	0	1211241	SIGNS FOR RED MTN
12/11/2024	330449	P	11199	LIBERTY LAWN & SAW SHOP	\$370.38	0	1211241	EQUIP REPAIR - SAW
12/11/2024	330450	P	10262	LIFE ASSIST INC	\$1,129.96	0	1211241	RFD- DUKAL,SALINE,TOURNIQUET,

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/11/2024	330451	P	32092	LOOMIS ARMORED US LLC	\$2,149.26	0	1211241	ARMORED CAR SERVICE NOVEMBER 2
12/11/2024	330452	P	32102	CARLI LUPPOLD	\$152.00	0	1211241	24-382 LUPPOLD 110624 REP RAC
12/11/2024	330453	P	30789	CHRISTOPHER MASON	\$22.33	0	1211241	24-228 MASON IA PRO CONF PHOEN
12/11/2024	330454	P	11473	PATTI L MASON	\$426.30	0	1211241	NOVEMBER CLASSES 9936, 9941
12/11/2024	330455	P	32596	MIDLAND SCIENTIFIC INC	\$294.12	0	1211241	Lab supplies - ammonia TNTplus
12/11/2024	330456	P	10578	MIDWEST TAPE	\$6,671.24	0	1211241	LIBRARY DATABASE - HOOPLA NOVE
12/11/2024	330457	P	11358	JO ANN MILLER	\$282.80	0	1211241	NOVEMBER CLASSES 9951, 9956
12/11/2024	330458	P	10660	MILNE NAIL, POWER TOOL & REPAIR	\$811.21	0	1211241	CARP SHOP - TOOL
12/11/2024	330459	VOID	32538	THE REDTAIL TEAM LLC	\$0.00	39.13	1211241	VOID AFTER UPDATE 01/03/2025
12/11/2024	330460	P	32444	MIRIAM TECHNOLOGIES INC	\$880.47	0	1211241	WEBCHECK SERVICE NOVEMBER 2024
12/11/2024	330461	P	11040	FRANK MITCHELL	\$60.97	0	1211241	Mileage from Landfill Nov 2024
12/11/2024	330462	P	30242	SCOTT MOORE	\$284.08	0	1211241	24-251 MOORE SI ACADEMY BELLEV
12/11/2024	330463	P	32425	MOSAIC PUBLIC PARTNERS LLC	\$3,000.00	0	1211241	POLICE CHIEF EXECUTIVE SEARCH
12/11/2024	330464	P	31505	SPORTSENGINE INC	\$74.00	0	1211241	LIBRARY VOLUNTEER BACKGROUND C
12/11/2024	330465	P	32376	NORTHWEST HIGH VOLTAGE SERVICES LLC	\$2,748.20	0	1211241	Wire changes and Install of ne
12/11/2024	330466	P	32597	TAMPA ENTERPRISES LLC	\$91.27	0	1211241	ARBORIST - FIX SAW
12/11/2024	330467	P	10981	OIL RE-REFINING CO	\$657.40	0	1211241	Recycled Oil Hauled 12/2/24
12/11/2024	330468	P	10357	OXARC INC	\$1,065.42	0	1211241	2024 HYDROSTATIC TEST FIBRE -
12/11/2024	330469	P	32230	PACIFIC NORTHWEST NAGINATA FEDERATION	\$134.40	0	1211241	OCTOBER CLASSES 9989
12/11/2024	330470	P	31206	CI - PW LLC	\$98.81	0	1211241	PURCHASING/WAREHOUSE BOTTLED W
12/11/2024	330471	P	10232	PERFECTION GLASS INC	\$1,452.00	0	1211241	141 Edgewood - Hubbard - Windo
12/11/2024	330472	P	31798	PERFORMANCE SYSTEMS INTEGRATION LLC	\$566.89	0	1211241	RPD - PORTABLE FIRE EXT SERVIC
12/11/2024	330473	P	32268	PLATINUM INSPECTION SERVICES LLC	\$75.00	0	1211241	2ND FINAL INSPECTION - 1340 BI
12/11/2024	330474	P	12238	REXEL USA, INC	\$2,499.28	0	1211241	Handy Box, Bushing, Misc.4/19/
12/11/2024	330475	P	32595	POLICE LEGAL SCIENCES INC	\$4,200.00	0	1211241	DISPATCH PRO TRAINING LICENSES
12/11/2024	330476	P	10879	PREMIER LANDSCAPING & DESIGN	\$3,649.79	0	1211241	2023 City-wide Pool Services (
12/11/2024	330477	P	10724	PUBLIC SAFETY TESTING INC	\$6,362.64	0	1211241	BACKGROUND INVESTIGATIONS - PO
12/11/2024	330478	P	10047	R.D. OFFUTT COMPANY	\$716.57	0	1211241	TIRES VEH#6634 WO#75334
12/11/2024	330479	P	32321	FORMEC	\$30,000.00	0	1211241	RED MTN 2024 LODGING TAX GRANT
12/11/2024	330480	P	11136	RICHARD SCHURFELD	\$258.00	0	1211241	PORTAL SERVICE LOCATES NOVEMBE
12/11/2024	330481	P	10939	RETAIL LOCKBOX INC	\$3,092.91	0	1211241	UB PAYMENT PROCESSING NOVEMBER
12/11/2024	330482	P	11012	RH2 ENGINEERING INC	\$14,217.21	0	1211241	N. Richland Slow Sand Facility
12/11/2024	330483	P	11005	DANA CAMARENA	\$1,521.80	0	1211241	NOVEMBER CLASSES 10250, 10009,

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/11/2024	330484	P	11347	SANDY'S TROPHIES INC	\$35.66	0	1211241	OFFICE NAME PLATE SLIDER - PIL
12/11/2024	330485	P	10744	SENSKE LAWN & TREE CARE INC	\$111.42	0	1211241	SR-655 Pest and Weed Managemen
12/11/2024	330486	P	10115	SHARPE & PRESZLER CONSTRUCTION	\$42,263.52	0	1211241	Meadow Dr S. Water Service Rep
12/11/2024	330487	P	10280	SHERWIN WILLIAMS CO	\$29.08	0	1211241	3-FROG HIGH BOND TAPE
12/11/2024	330488	P	10536	SPRAGUE PEST SOLUTIONS	\$613.88	0	1211241	PEST CONTROL SOLID WASTE 12/5/
12/11/2024	330489	P	10118	STEEBER'S LOCK SERVICE	\$173.92	0	1211241	CUT AND PROGRAM KEY FOB VEH#25
12/11/2024	330490	P	11256	STERICYCLE INC	\$49.90	0	1211241	RFD - MEDICAL WASTE SERVICE -
12/11/2024	330491	P	11195	STRATEGIC GOVERNMENT RESOURCES INC	\$455.00	0	1211241	25-006 AMUNDSON 2025 CONFERENC
12/11/2024	330492	P	11725	T-MOBILE USA INC	\$714.00	0	1211241	LIBRARY HOTSPOTS - 10/21/24-11
12/11/2024	330493	P	10961	TACOMA SCREW PRODUCTS INC	\$102.21	0	1211241	KNOT TYPE STRINGER BEAD WIRE W
12/11/2024	330494	P	31735	MARQUES HARRER	\$150.00	0	1211241	RPD UNIFORM JACKET ALTERATIOS
12/11/2024	330495	P	31051	THE GOODYEAR TIRE & RUBBER COMPANY	\$7,284.08	0	1211241	FLAT REPAIR VEH#4160 WO#75412
12/11/2024	330496	P	10027	THE PAPE' GROUP	\$48,481.41	0	1211241	FILTERS VEH#7163 WO#75408
12/11/2024	330497	P	11108	THE PERSONAL TOUCH CLEANING INC	\$33,783.03	0	1211241	SHOPS 100 - JANITORIAL - NOV 2
12/11/2024	330498	P	10535	COUNTRY DANCE AND SONG SOCIETY	\$6,000.00	0	1211241	Tumbleweed Music 2024 LodgingT
12/11/2024	330499	P	11018	TICOR TITLE COMPANY	\$488.70	0	1211241	FULL RECONVEYANCE FOR 2018-029
12/11/2024	330500	P	10442	TITAN TRUCK EQUIPMENT	\$2,018.90	0	1211241	STAKE RACK SET VEH#3410 WO#739
12/11/2024	330501	P	30962	TOTAL QUALITY AIR LLC	\$14,516.89	0	1211241	1312 Thayer - Schwartz - HVAC
12/11/2024	330502	P	11295	TOWNSEND CONTROLS & ELECTRIC LLC	\$363.00	0	1211241	WTP MBTCP NETWORK COMMUNICATIO
12/11/2024	330503	P	10122	TRAFFIC SAFETY SUPPLY CO INC	\$8,368.41	0	1211241	SIGN SUPPLIES
12/11/2024	330504	P	10187	TRANS UNION LLC	\$70.66	0	1211241	Basic Service - Credit Reporti
12/11/2024	330505	P	10642	SIRJMR INC	\$795.82	0	1211241	RPD COFFEE DELIVERY & EQUIP RE
12/11/2024	330506	P	10126	TRI CITIES BATTERY & AUTO REPAIR	\$721.55	0	1211241	BATTERY VEH#7156 WO#75407
12/11/2024	330507	P	32621	TRI-CITIES TAP TRAIL	\$2,127.33	0	1211241	Tri-Cities Tap Trail 2024 Lodg
12/11/2024	330508	P	31597	TRI CITIES TABLE TENNIS ASSOCIATION	\$744.80	0	1211241	OCTOBER DROP INS
12/11/2024	330509	P	10335	TRI CITY DEVELOPMENT COUNCIL	\$7,500.00	0	1211241	PO for Consultant Contract for
12/11/2024	330510	P	31958	TRUCKPRO HOLDING CORPORATION	\$300.20	0	1211241	LIGHTBULB VEH#3243 WO#75316
12/11/2024	330511	P	31667	UNITEC CORPORATION	\$1,325.05	0	1211241	Industrial Scale Services 11/8
12/11/2024	330512	P	10106	US LINEN & UNIFORM	\$50.27	0	1211241	P&PF ALL STAFF MEETING
12/11/2024	330513	P	32468	VICTOR M FLORES LOPEZ	\$9,766.37	0	1211241	FS71 Apparatus Bay Painting
12/11/2024	330514	P	10860	VERIZON COMMUNICATIONS INC	\$28,696.15	0	1211241	Verizon Wireless NASPO - Novem
12/11/2024	330515	P	11802	TRI CITIES VISITOR & CONVENTION BUREAU	\$32,625.00	0	1211241	BLRF REIMBURSEMENT WSU WORKFOR
12/11/2024	330516	P	10286	WA STATE DEPT OF RETIREMENT SYSTEMS	\$60.00	0	1211241	OCTOBER 2024 PERS 2 TRANSMITTA

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/11/2024	330517	P	10140	WASHINGTON STATE PATROL	\$66.00	0	1211241	BACKGROUND CHECKS: (11)
12/11/2024	330518	P	999003	WASTEWORX REFUND	\$164.27	0	1211241	Refund overpayment WW account
12/11/2024	330519	P	31462	WELLABLE LLC	\$450.00	0	1211241	WELLNESS CHALLENGES PLATFORM #
12/11/2024	330520	P	10267	WSF, LLC	\$7,402.48	0	1211241	GUTTER BROOM VEH#7171 WO#75397
12/11/2024	330521	P	32358	WESTERN TIRE CHAIN LLC	\$3,084.16	0	1211241	TIRE CHAINS VEH#3372 WO#75307
12/11/2024	330522	P	30939	DOBBS HEAVY DUTY HOLDINGS LLC	\$762.62	0	1211241	RETURN SENSOR CORE VEH#3340 WO
12/11/2024	330523	P	10147	WILBUR-ELLIS HOLDINGS II, INC	\$9,732.82	0	1211241	Wilbur Ellis Chemicals
12/11/2024	330524	P	31680	WOLVERINE WEST LLC	\$7,300.00	0	1211241	Winter Wonderland Pyro 454-24
12/13/2024	330525	P	10439	PYC LLC	\$288.05	0	1213241	RPD UNIFORM LAUNDRY NOV
12/13/2024	330526	P	10838	GRIGG ENTERPRISES INC	\$307.88	0	1213241	Mat and fasteners
12/13/2024	330527	P	32117	ALASKA RUBBER GROUP INC	\$96.71	0	1213241	BRASS PIPE FITTING VEH#3243 WO
12/13/2024	330528	P	11492	ALS GROUP USA CORP	\$115.00	0	1213241	Lab samples submitted 12/3/24
12/13/2024	330529	P	999004	AMB REFUND	\$300.00	0	1213241	AMBULANCE REFUND - PATIENT OVE
12/13/2024	330530	VOID	999004	AMB REFUND	\$0.00	853.79	1213241	VOID AFTER UPDATE 12/16/2024
12/13/2024	330531	P	999004	AMB REFUND	\$111.23	0	1213241	AMBULANCE REFUND - MEDICARE RE
12/13/2024	330532	P	31190	AMERICAN FLOOR MATS	\$2,331.00	0	1213241	APPARATUS BAY FLOOR PROTECTION
12/13/2024	330533	P	30004	AMERICAN PUBLIC POWER ASSOCIATION	\$24,564.05	0	1213241	2025 Utility Membership Dues
12/13/2024	330534	P	10157	AMERIGAS	\$547.68	0	1213241	propane for boilers
12/13/2024	330535	P	10644	ANIXTER INC	\$8,754.98	0	1213241	Crossarms, Deadends, Insulator
12/13/2024	330536	P	10537	APOLLO INC	\$334,230.03	0	1213241	TORBETT-MCPHERSON WATER MAIN R
12/13/2024	330537	P	11490	ARCHITECTS WEST INC	\$7,200.00	0	1213241	MUNICIPAL TRNG CENTER STUDY -
12/13/2024	330538	P	31687	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC	\$29,000.00	0	1213241	FLSA Classification Consulting
12/13/2024	330539	P	999000	AUREF - Utility Customer Refunds	\$104.60	0	1213241	913 ABBOT ST
12/13/2024	330540	P	999000	AUREF - Utility Customer Refunds	\$27.86	0	1213241	403 BARTH AVE
12/13/2024	330541	P	999000	AUREF - Utility Customer Refunds	\$184.52	0	1213241	801 WINSLOW AVE
12/13/2024	330542	P	999000	AUREF - Utility Customer Refunds	\$241.82	0	1213241	2303 DALLAS ST
12/13/2024	330543	P	999000	AUREF - Utility Customer Refunds	\$9.82	0	1213241	103 BARTH AVE
12/13/2024	330544	P	999000	AUREF - Utility Customer Refunds	\$15.64	0	1213241	3079 BOBWHITE WAY
12/13/2024	330545	P	999000	AUREF - Utility Customer Refunds	\$64.36	0	1213241	204 GOETHALS DR
12/13/2024	330546	P	999000	AUREF - Utility Customer Refunds	\$426.44	0	1213241	414 ROBERT AVE
12/13/2024	330547	P	999000	AUREF - Utility Customer Refunds	\$145.95	0	1213241	902 DAVENPORT ST
12/13/2024	330548	P	999000	AUREF - Utility Customer Refunds	\$144.80	0	1213241	1711 FRIES ST
12/13/2024	330549	P	999000	AUREF - Utility Customer Refunds	\$129.78	0	1213241	650 GEORGE WASHINGTON WAY Apt

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/13/2024	330550	P	999000	AUREF - Utility Customer Refunds	\$107.75	0	1213241	2901 VISTARA WAY
12/13/2024	330551	P	999000	AUREF - Utility Customer Refunds	\$440.36	0	1213241	1604 MCPHERSON AVE
12/13/2024	330552	P	999000	AUREF - Utility Customer Refunds	\$152.22	0	1213241	650 GEORGE WASHINGTON WAY Apt
12/13/2024	330553	P	999000	AUREF - Utility Customer Refunds	\$131.64	0	1213241	647 BIRCH AVE
12/13/2024	330554	P	999000	AUREF - Utility Customer Refunds	\$50.27	0	1213241	208 CASEY AVE
12/13/2024	330555	P	999000	AUREF - Utility Customer Refunds	\$101.60	0	1213241	3620 STARDUST ST
12/13/2024	330556	P	999000	AUREF - Utility Customer Refunds	\$52.81	0	1213241	3676 STARDUST ST
12/13/2024	330557	P	999000	AUREF - Utility Customer Refunds	\$179.94	0	1213241	650 GEORGE WASHINGTON WAY Apt
12/13/2024	330558	P	999000	AUREF - Utility Customer Refunds	\$9.35	0	1213241	250 GAGE BLVD 1048
12/13/2024	330559	P	32617	ALEXANDRO BAROCIO	\$78.06	0	1213241	REIMBURSE PESTICIDE MATERIALS
12/13/2024	330560	P	32624	ANTHONY BENCH	\$107.00	0	1213241	24-381 BENCH DHS COURSE PER-35
12/13/2024	330561	VOID	10207	BENTON COUNTY AUDITOR	\$0.00	31	1213241	VOID AFTER UPDATE 12/16/2024
12/13/2024	330562	P	10009	COUNTY OF BENTON	\$106,069.25	0	1213241	BENTON COUNTY DIST. COURT & PR
12/13/2024	330563	P	10009	COUNTY OF BENTON	\$434.24	0	1213241	CRIME VICTIMS BCDC NOV 24
12/13/2024	330564	P	11272	BOYD'S TREE SERVICE LLC	\$20,825.09	0	1213241	2024 City-Wide Tree Services P
12/13/2024	330565	P	30126	NCH CORPORATION	\$677.69	0	1213241	E8 E9 DUALSOLV II AEROSOL
12/13/2024	330566	P	32625	LAURA CHAMPOUX	\$203.68	0	1213241	REIMBURSE MILEAGE - 01/04 THRU
12/13/2024	330567	P	10597	CHARTER COMMUNICATIONS	\$126.45	0	1213241	RPD BUSINESS INTERNET PLUS DEC
12/13/2024	330568	P	10261	CITY OF RICHLAND	\$938.14	0	1213241	1901 Drop Box for Power Ops
12/13/2024	330569	P	10261	CITY OF RICHLAND	\$413.28	0	1213241	24-375 SMITH - VISIT TRAINING
12/13/2024	330570	P	10261	CITY OF RICHLAND	\$2,000.00	0	1213241	1218 McPherson - Lowry - DHP R
12/13/2024	330571	P	11312	COEUR D'ALENE SERVICE STATION EQUIPMENT INC	\$242.89	0	1213241	FLEET - REPAIR FUEL PUMP
12/13/2024	330572	P	11516	COLEMAN OIL COMPANY	\$9,335.02	0	1213241	Dyed Diesel Fuel for boilers
12/13/2024	330573	P	10542	FIANDER & ASSOCIATES LLC	\$30,835.48	0	1213241	STATION 76 - FITNESS EQUIPMENT
12/13/2024	330574	P	10223	COLUMBIA RIGGING CORP	\$152.24	0	1213241	CHAINS WITH CLEVIS SLIP HOOK V
12/13/2024	330575	P	31360	COMMONSTREET CONSULTING LLC	\$3,180.25	0	1213241	S GWW Intersection Imprv - Tas
12/13/2024	330576	P	31734	OCCUPATIONAL HEALTH CENTERS OF WASHINGTON PS	\$685.00	0	1213241	PRE-EMP. TESTING: JAKUBOWICZ
12/13/2024	330577	P	999014	CONSERVATION REBATES	\$5,932.00	0	1213241	3070 Port of Benton - Lighting
12/13/2024	330578	P	999014	CONSERVATION REBATES	\$6,468.00	0	1213241	3060 Port of Benton - Lighting
12/13/2024	330579	P	30173	DEANNA DAVIS	\$1,246.29	0	1213241	24-391 DAVIS DOE INTERGOVERNME
12/13/2024	330580	P	10453	DELTA HEATING & COOLING INC	\$11,235.20	0	1213241	1218 McPherson - Lowry - HVAC
12/13/2024	330581	P	10139	DEPARTMENT OF ECOLOGY	\$200.00	0	1213241	WW Operator Cert Renewal 2025

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/13/2024	330582	P	10801	DOMESTIC VIOLENCE SVCS OF BNTN & FRNKLN COUNTIES	\$888.50	0	1213241	DV ADVOCACY SERVICES NOVEMBER
12/13/2024	330583	P	11044	EWING IRRIGATION PRODUCTS INC	\$5,264.75	0	1213241	BADGER DOG PARK - IRR
12/13/2024	330584	P	12303	EXPRESS SERVICES	\$1,627.42	0	1213241	Cust. Service - CSR Temporary
12/13/2024	330585	P	30366	US ARMY CORP OF ENGINEERS, WALLA WALLA DISTRICT	\$1,585.00	0	1213241	REF# 959290
12/13/2024	330586	P	32174	FAIRBANK EQUIPMENT INC	\$2,331.91	0	1213241	MODULE VEH#3278 WO#75269
12/13/2024	330587	P	10268	FEDERAL EXPRESS CORP	\$51.78	0	1213241	Lab samples to ALS
12/13/2024	330588	P	10276	FEDERAL SIGNAL CORPORATION	\$566.82	0	1213241	AMBER/WHITE LIGHTS VEH#3243 WO
12/13/2024	330589	P	10315	FERGUSON US HOLDINGS INC	\$65.08	0	1213241	SHOPS 100 - PLUMBING
12/13/2024	330590	P	31444	CODY M WAREHAM	\$125.00	0	1213241	TIRE CHANGE VEH#2448 WO#75444
12/13/2024	330591	P	31564	FNS COLLISION GROUP INC	\$1,574.24	0	1213241	REPAIR TRAILER VEH#4187 WO#752
12/13/2024	330592	P	30909	FREEDOM EQUIPMENT RENTALS	\$2,157.70	0	1213241	BADGER MTN DOG PARK - IRR
12/13/2024	330593	P	30385	FULTON, TONI	\$170.92	0	1213241	REIMB EXP.-RECORDS COORD. APPR
12/13/2024	330594	P	10050	GENERAL PACIFIC INC	\$128,622.54	0	1213241	1PH TRANSFORMERS
12/13/2024	330595	P	32616	GOANIMATE INC	\$3,261.00	0	1213241	Enterprise Licenses for Traini
12/13/2024	330596	P	10288	HJ ARNETT INDUSTRIES LLC	\$3,092.24	0	1213241	GLOVE TESTING - NEW GLOVES
12/13/2024	330597	P	10496	ITRON INC	\$1,279.40	0	1213241	5' INSULATED CABLE ASSEMBLY
12/13/2024	330598	P	10168	J & L HYDRAULICS INC	\$333.53	0	1213241	HYD MOTOR VEH#3362 WO#75248
12/13/2024	330599	P	32333	JACO ANALYTICAL LABORATORY INC	\$37.30	0	1213241	Transformer Oil Testing 11/29
12/13/2024	330600	P	31378	SOUTHWEST ANSWERING SERVICE INC	\$1,775.07	0	1213241	After Hours Emergency Calls
12/13/2024	330601	P	11369	LEGACY TELECOMMUNICATIONS LLC	\$7,348.67	0	1213241	GENERATOR REPAIR - SILLUSI
12/13/2024	330602	P	10298	LN CURTIS & SONS	\$142.18	0	1213241	FD SELF CONTAINED BREATHING AP
12/13/2024	330603	P	10463	LU DLUM MEASUREMENTS INC	\$2,995.77	0	1213241	CALIBRATE LU DLUM 26-1 INSTRUME
12/13/2024	330604	P	32140	MAUL FOSTER & ALONGI INC	\$15,165.00	0	1213241	Columbia Point Tract D Feasibi
12/13/2024	330605	P	12475	MEL'S INTER-CITY TOWING	\$81.53	0	1213241	RPD TOW CHARGE CASE # 24-05162
12/13/2024	330606	P	32596	MIDLAND SCIENTIFIC INC	\$255.64	0	1213241	Hach Volatile Acids Reagent Se
12/13/2024	330607	P	10751	CAR WASH PARTNERS INC	\$617.26	0	1213241	FLEET - NOVEMBER DEPT CAR WASH
12/13/2024	330608	P	10358	MOON SECURITY SERVICES INC	\$562.63	0	1213241	ALARM SYSTEM SERVICE/BATTERIES
12/13/2024	330609	P	11429	MOSS ADAMS LLP	\$8,500.00	0	1213241	2023 Plan Year's Self-Insured
12/13/2024	330610	P	10024	MOTION INDUSTRIES INC	\$6,390.83	0	1213241	E8-E9 Misc. Silicone Lubricant
12/13/2024	330611	P	31674	P&F AUTOMOTIVE WAREHOUSE INC	\$2,459.41	0	1213241	STARTER SOLENOID, CONNECTOR, R
12/13/2024	330612	P	32250	ODP BUSINESS SOLUTIONS LLC	\$95.60	0	1213241	RPD BUSINESS CARDS - GRANT, NU
12/13/2024	330613	P	10357	OXARC INC	\$795.51	0	1213241	Nitrogen

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/13/2024	330614	P	31206	CI - PW LLC	\$65.15	0	1213241	wwtp office water
12/13/2024	330615	P	10971	PARAMOUNT COMMUNICATIONS INC	\$50,689.38	0	1213241	Trowbridge & Dallas Rd Fiber R
12/13/2024	330616	P	12238	REXEL USA, INC	\$83.95	0	1213241	CHITO - TRUCK TOOLS
12/13/2024	330617	P	11246	PRECISE MRM LLC	\$4,174.08	0	1213241	16-5MB FLAT DATA PLAN US WITH
12/13/2024	330618	P	32273	PROCARE FOR YOU PLLC	\$120.00	0	1213241	HEARING CONSERVATION MAKE-UP T
12/13/2024	330619	P	11012	RH2 ENGINEERING INC	\$7,486.60	0	1213241	CENTER PARKWAY SOUTH-ENVIRONME
12/13/2024	330620	P	32618	HOWARD SCHARNHORST	\$30.49	0	1213241	REIMBURSEMENT FOR PESTICIDE MA
12/13/2024	330621	P	31059	STELLA-JONES CORPORATION	\$60,357.89	0	1213241	WOOD POLES
12/13/2024	330622	P	10393	STONEWAY ELECTRIC SUPPLY	\$183.92	0	1213241	WINTER WONDERLAND
12/13/2024	330623	P	32510	JILLIAN STRICKLIN	\$15.96	0	1213241	DONUTS FOR MANDATORY TRAINING
12/13/2024	330624	P	10894	STRYKER SALES CORPORATION	\$101,062.11	0	1213241	STRYKER COTS - REPLACEMENTS
12/13/2024	330625	P	32383	SUMMIT SOLUTIONS GROUP LLC	\$18,984.48	0	1213241	RED MOUNTAIN RADIO SITE, CONTR
12/13/2024	330626	P	32247	SYSTEMS FOR PUBLIC SAFETY INC	\$9,301.35	0	1213241	MISC PARTS - VEH#2431 WO#75434
12/13/2024	330627	P	10961	TACOMA SCREW PRODUCTS INC	\$137.97	0	1213241	RCC - LIFT STATION PARTS
12/13/2024	330628	P	31735	MARQUES HARRER	\$300.25	0	1213241	RADIO POUCH - CHAPLAIN
12/13/2024	330629	P	31051	THE GOODYEAR TIRE & RUBBER COMPANY	\$3,189.64	0	1213241	NEW TIRES VEH#3363 WO#75469
12/13/2024	330630	P	10407	TOTER LLC	\$6,810.06	0	1213241	Toter 96 Gallon EVR II Univers
12/13/2024	330631	P	10128	THE MCCLATCHY COMPANY	\$1,928.70	0	1213241	IPL02010180 RFP24-0038 POLICE
12/13/2024	330632	P	10129	TWIN CITY METALS INC	\$119.57	0	1213241	metal for jet truck rake
12/13/2024	330633	P	10794	UNITED RENTALS INC	\$1,142.10	0	1213241	EQUIP RENTAL - RCC - CHILLER -
12/13/2024	330634	P	10106	US LINEN & UNIFORM	\$61.82	0	1213241	RPD TOWEL DELIVERY 12/3/2024
12/13/2024	330635	P	32307	CLAIRE VENEMA	\$21.74	0	1213241	CHILD ID KIT POSTER LAMINATE R
12/13/2024	330636	P	11802	TRI CITIES VISITOR & CONVENTION BUREAU	\$100,258.45	0	1213241	VISIT TRI-CITIES CONTRACT DUES
12/13/2024	330637	P	10067	WA STATE DEPT OF AGRICULTURE	\$25.00	0	1213241	WSDA TESTING FOR BAROCIO ON 12
12/13/2024	330638	P	10469	WASHINGTON STATE DEPARTMENT OF TRANSPORTATION	\$1,922.37	0	1213241	Utility Permit/Franchise for O
12/13/2024	330639	P	10173	WASHINGTON STATE TREASURER	\$33,889.29	0	1213241	11/24 FINES & FORFEITURES BC
12/13/2024	330640	P	30939	DOBBS HEAVY DUTY HOLDINGS LLC	\$567.34	0	1213241	KING PIN KIT VEH#3358 WO#75410
12/13/2024	330641	P	32388	WORKDAY INC	\$3,391.95	0	1213241	SR-579 Workday per Contract #2
12/13/2024	330642	P	32248	WORLEY GROUP INC	\$11,455.00	0	1213241	USACE - Storm Flow Analysis -
12/13/2024	330643	P	12483	ZOLL MEDICAL SUPPLY	\$6,846.73	0	1213241	RFD-CPR STAT-PADZ,PAPER THERMA
12/18/2024	330644	P	10160	LAURIE VERN BATES JR	\$7,670.00	0	121824PP	NON COVERED MEDICAL
12/18/2024	330645	P	10169	DALE A BRUNSON	\$311.69	0	121824PP	NON COVERED VISION
12/18/2024	330646	P	10167	MIKE CASE	\$349.38	0	121824PP	NON COVERED RX

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/18/2024	330647	P	10028	WILL J CLEAVENGER	\$247.00	0	121824PP	NON COVERED DENTAL
12/18/2024	330648	P	10038	LARRY COUCH	\$5,592.25	0	121824PP	NON COVERED MEDICAL
12/18/2024	330649	P	10048	DOUGLAS D DRIVER	\$70.00	0	121824PP	NON COVERED VISION
12/18/2024	330650	P	10332	RANDAL L TAYLOR	\$35.90	0	121824PP	NON COVERED RX
12/18/2024	330651	P	10000	KBL, INC.	\$1,341.41	0	1218241	Copies for RES
12/18/2024	330652	P	32257	ABSOLUTE SOFTWARE INC	\$474.09	0	1218241	NETMOTION LICENSES - 5 KPD
12/18/2024	330653	P	10838	GRIGG ENTERPRISES INC	\$171.06	0	1218241	backflow parts
12/18/2024	330654	P	999004	AMB REFUND	\$853.76	0	1218241	AMBULANCE REFUND - INSURANCE O
12/18/2024	330655	P	10003	AMERICAN WATER WORKS ASSOCIATION	\$4,720.00	0	1218241	Membership Dues 2024 - Member#
12/18/2024	330656	P	10644	ANIXTER INC	\$4,374.96	0	1218241	Connectors_E4
12/18/2024	330657	P	11335	ARROW-TECH INC	\$3,125.00	0	1218241	DRDCAL-100 DIRECT READING DOSI
12/18/2024	330658	P	999000	AUREF - Utility Customer Refunds	\$550.00	0	1218241	2454 PERSHING AVE
12/18/2024	330659	P	999000	AUREF - Utility Customer Refunds	\$292.13	0	1218241	1511 COTTONWOOD DR
12/18/2024	330660	P	11079	AUTOZONE STORES LLC	\$45.52	0	1218241	PARTS CLEANER VEH#3358 WO#7541
12/18/2024	330661	P	10301	BAVCO	\$369.36	0	1218241	backflow assembly repair
12/18/2024	330662	P	11432	BDP INDUSTRIES INC	\$13,098.30	0	1218241	Belts and repair kit for Solid
12/18/2024	330663	P	10207	BENTON COUNTY AUDITOR	\$31.00	0	1218241	IMAGES
12/18/2024	330664	P	11408	BENTON FRANKLIN LEGAL AID	\$5,295.00	0	1218241	NOVEMBER 2024 SUPPORTIVE SERVI
12/18/2024	330665	P	10008	BENTON PUD	\$3,217.50	0	1218241	C-SC157A Pre-notification Tree
12/18/2024	330666	P	11778	DSD CAPITAL LLC	\$140.30	0	1218241	Outhouse for Landfill Nov 2024
12/18/2024	330667	P	10546	BOUND TREE MEDICAL LLC	\$586.56	0	1218241	RFD-NALOXONE NASAL,CURAPLEX PT
12/18/2024	330668	P	11272	BOYD'S TREE SERVICE LLC	\$7,222.47	0	1218241	Tree Pruning & Vegetation Mana
12/18/2024	330669	P	10467	BRASHEAR ELECTRIC INC	\$1,823.69	0	1218241	2024 LIGHT REPAIRS/MAINTENANCE
12/18/2024	330670	P	32340	BENITA L BROWN	\$625.00	0	1218241	PRIMETIME GRANT NO. 267-24 STI
12/18/2024	330671	P	31841	CAMPBELL & COMPANY SERVICE CORPORATION	\$34,637.25	0	1218241	2035 Rainier - Nagle - HVAC Lo
12/18/2024	330672	P	11685	CARDINAL HEALTH 130, LLC	\$115.12	0	1218241	RFD - SODIUM CL,DIPHENHYD,ONDA
12/18/2024	330673	P	32341	SAMANTHA CARTERBY	\$125.00	0	1218241	PRIMETIME GRANT NO. 267-24 STI
12/18/2024	330674	P	10026	CASCADE NATURAL GAS CORP	\$38.00	0	1218241	Col Prk Trl Lift Station 11/14
12/18/2024	330675	P	10250	CH2O INC	\$73.84	0	1218241	Dec 2024 Boiler Maintenance
12/18/2024	330676	P	30045	CHARTER COMMUNICATIONS HOLDINGS, LLC	\$64.99	0	1218241	SPECTRUM CHARGES STATION 76 DE
12/18/2024	330677	P	10135	CI SUPPORT LLC	\$291.83	0	1218241	ONSITE SHREDDING WO#0320248 -
12/18/2024	330678	P	10261	CITY OF RICHLAND	\$2,249.49	0	1218241	LANDFILL CHARGES - NOV 2024 -
12/18/2024	330679	P	10261	CITY OF RICHLAND	\$806.75	0	1218241	24-242 PPC & NRU Mtg, return

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/18/2024	330680	P	32589	C MANZANO REAL ESTATE LLC	\$65,717.07	0	1218241	City View Bank 2 Neighbor's Fe
12/18/2024	330681	P	32589	C MANZANO REAL ESTATE LLC	\$78,160.04	0	1218241	HR Landfill Maintenance Facili
12/18/2024	330682	P	10429	CODE PUBLISHING INC	\$227.74	0	1218241	MUNICIPAL CODE - WEB UPDATE
12/18/2024	330683	P	11516	COLEMAN OIL COMPANY	\$43,807.66	0	1218241	FLEET GAS RESALE 12/02 - 12/8
12/18/2024	330684	P	11907	SYCURE CORP	\$860.00	0	1218241	1Gbps Fiber Service - December
12/18/2024	330685	P	999014	CONSERVATION REBATES	\$7,740.00	0	1218241	1480 Tapteal - Standard Paint
12/18/2024	330686	P	999014	CONSERVATION REBATES	\$3,680.00	0	1218241	1851 Bronco - Bronco Girl Inv
12/18/2024	330687	P	999014	CONSERVATION REBATES	\$19,299.09	0	1218241	2013 Saint - Lamb Weston - SEM
12/18/2024	330688	P	999014	CONSERVATION REBATES	\$4,900.00	0	1218241	3090 Port of Benton - Lighting
12/18/2024	330689	P	999014	CONSERVATION REBATES	\$2,104.90	0	1218241	933 Thayer - Richland Church -
12/18/2024	330690	P	999014	CONSERVATION REBATES	\$3,760.00	0	1218241	1100 Jadwin - Tradewind - Ligh
12/18/2024	330691	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$3,434.92	0	1218241	Building Materials
12/18/2024	330692	P	12151	CORE & MAIN LP	\$524.41	0	1218241	Ford No Lead Fittings
12/18/2024	330693	P	11444	CORPORATE TRANSLATION SERVICES	\$278.20	0	1218241	TRANSLATION SERVICES 11/01-11/
12/18/2024	330694	P	11526	CORWIN OF PASCO LLC	\$135,794.80	0	1218241	ONE NEW 2024 F-350 4X4 HOOK LI
12/18/2024	330695	P	10039	DAILY JOURNAL OF COMMERCE	\$402.90	0	1218241	ITB24-0088 HORN RAPIDS LANDFIL
12/18/2024	330696	P	10756	DELL MARKETING LP	\$10,039.36	0	1218241	SR-2676 Dell Laptop - Clemenso
12/18/2024	330697	P	32139	DTG ENTERPRISES INC	\$68,919.59	0	1218241	Curbside/Commercial Recycling
12/18/2024	330698	P	31491	ELLISON EARTHWORKS LLC	\$14,728.00	0	1218241	Truman Ave Recon & Kennedy Rd
12/18/2024	330699	P	11044	EWING IRRIGATION PRODUCTS INC	\$265.35	0	1218241	BADGER DOG PARK - IRR
12/18/2024	330700	P	32146	ABRAHAM FANDRICH	\$92.00	0	1218241	24-388FANDRICH - ECHONOUS INC
12/18/2024	330701	P	10819	FARONICS TECHNOLOGIES USA INC	\$367.50	0	1218241	DEEPFREEZE MAINT RENEWAL
12/18/2024	330702	P	31170	HIS DIME, LLC	\$1,029.62	0	1218241	Signage for Station 76 Build
12/18/2024	330703	P	10268	FEDERAL EXPRESS CORP	\$28.46	0	1218241	Lab samples to METC and ALS
12/18/2024	330704	P	10315	FERGUSON US HOLDINGS INC	\$342.94	0	1218241	SHOPS 100 - PLUMBING
12/18/2024	330705	P	11157	FRONTIER COMMUNICATIONS NORTHWEST, INC.	\$2,022.01	0	1218241	PHONE LINES 11/10-12/09/24
12/18/2024	330706	P	11157	FRONTIER COMMUNICATIONS NORTHWEST, INC.	\$2,022.01	0	1218241	PHONE LINES 12/10/24-01/09/25
12/18/2024	330707	P	32507	FRONTLINE MEDICAL PLLC	\$485.00	0	1218241	PRE-EMP PHYS (1) & DOT PHYS (1
12/18/2024	330708	P	10203	W.W. GRAINGER, INC	\$1,599.09	0	1218241	Straight Multi-Cable Grip
12/18/2024	330709	P	31584	GRAM NORTHWEST LLC	\$22,980.00	0	1218241	Howard Amon Park Improv Cultur
12/18/2024	330710	P	32540	GREAT FLOORS LLC	\$17,237.74	0	1218241	Fire Station 71 Flooring
12/18/2024	330711	P	32306	MORGAN STANLEY CAPITAL MANAGEMENT LLC	\$12,750.00	0	1218241	2024 INVESTMENT CONSULTING SRV

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/18/2024	330712	P	30560	INTERMOUNTAIN LOCK AND SECURITY SUPPLY	\$853.30	0	1218241	RCC - DOOR CLOSURE
12/18/2024	330713	P	31209	WALTEK II, INCORPORATED	\$3,342.75	0	1218241	Soil Testing HR Maintenance Bl
12/18/2024	330714	P	30058	INFOSEND, INC.	\$22,965.86	0	1218241	2024-InfoSend - Utility Statem
12/18/2024	330715	P	10037	IW INTERNATIONAL INSULATION INC	\$2,949.98	0	1218241	205 Pinetree - Muldoon - Insul
12/18/2024	330716	P	30005	INTERWEST TECHNOLOGY SYSTEMS INC	\$2,129.16	0	1218241	73-24 SR- 646 2024 City-Wide G
12/18/2024	330717	P	31660	KELLEY CREATE CO	\$50.20	0	1218241	RFD - STA 71 SERVICES 11/12-12
12/18/2024	330718	P	31660	KELLEY CREATE CO	\$783.32	0	1218241	Agreement 112-3056721-000: Xer
12/18/2024	330719	P	10071	KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY	\$661.04	0	1218241	MEADOWS EAST - IRR VAULT
12/18/2024	330720	P	11667	KENWORTH SALES COMPANY	\$745.42	0	1218241	BEARING, U JOINTS VEH#3339 WO#
12/18/2024	330721	P	11110	PUD NO. 1 OF KICKITAT COUNTY	\$288.43	0	1218241	GOLGOTHA UTILITIES 11/03-12/03
12/18/2024	330722	P	31624	LANDAUER INC	\$503.20	0	1218241	RADWATCH DOSIMETERS - ANNEALIN
12/18/2024	330723	P	10432	LANGUAGE LINE SERVICES INC	\$1,625.25	0	1218241	TRANSLATION SERVICES 11/01-11/
12/18/2024	330724	P	10219	LES SCHWAB TIRE CENTERS OF WASHINGTON INC	\$69.54	0	1218241	TPMS RELEARN VEH#2390 WO#75491
12/18/2024	330725	P	30015	LEXIPOL LLC	\$24,476.66	0	1218241	RPD - LEXIPOL ANNUAL SUBSCRIPT
12/18/2024	330726	P	30761	LIGHTFOOT, GAVIN	\$135.93	0	1218241	REIMB PROGRAM SUPPLIES
12/18/2024	330727	P	10298	LN CURTIS & SONS	\$1,377.69	0	1218241	ARMOR PANELS - MYERS
12/18/2024	330728	P	10463	LU DLUM MEASUREMENTS INC	\$2,995.77	0	1218241	CALIBRATE LU DLUM 26-1 INSTRUME
12/18/2024	330729	P	30413	MAGNET FORENSICS LLC	\$4,337.14	0	1218241	GRIFFEYE LICENSE 12/27/24 - 12
12/18/2024	330730	P	32489	DANE MARLIN	\$282.15	0	1218241	24-390 D. MARLIN LGI TRAINING
12/18/2024	330731	P	30799	MEDLINE INDUSTRIES INC.	\$4,288.28	0	1218241	RFD-GLOVES (29 CASES) - MEDICA
12/18/2024	330732	P	11652	MENKE JACKSON BEYER LLP	\$6,298.06	0	1218241	ACCT. #439 - RE SADDLE MOUNTAI
12/18/2024	330733	P	32596	MIDLAND SCIENTIFIC INC	\$284.27	0	1218241	Lab supplies - Hach TNT822 vi
12/18/2024	330734	P	10660	MILNE NAIL, POWER TOOL & REPAIR	\$1,152.04	0	1218241	BADGER DOG PARK - IRR
12/18/2024	330735	P	10083	MONARCH MACHINE & TOOL CO INC	\$396.58	0	1218241	METAL VEH#3243 WO#75316
12/18/2024	330736	P	10358	MOON SECURITY SERVICES INC	\$149.89	0	1218241	Wireless heat detector repair
12/18/2024	330737	P	32143	TRISHA MORASCH	\$30.08	0	1218241	Reimbursement T. Morasch Pumpk
12/18/2024	330738	P	32585	MOUNTAIN STATES PIPE & SUPPLY CO	\$3,252.22	0	1218241	Through Lid Mounting Kits
12/18/2024	330739	P	31674	P&F AUTOMOTIVE WAREHOUSE INC	\$3,388.74	0	1218241	ROTORS, PADS VEH#5046 WO#75499
12/18/2024	330740	P	32153	TRENTON NELSON	\$305.13	0	1218241	24-387 NELSON - NFA RO 673 ON
12/18/2024	330741	P	32342	SARAH NEWCOMER	\$375.00	0	1218241	PRIMETIME GRANT NO. 267-24 STI
12/18/2024	330742	P	30273	NORTHWEST EQUIPMENT SALES, INC	\$1,060.12	0	1218241	RETURN MODULE, PURCHASE INJECT
12/18/2024	330743	P	31206	CI - PW LLC	\$49.96	0	1218241	Water for WWTP
12/18/2024	330744	P	10540	CONSTRUCTION AHEAD INC	\$5,038.02	0	1218241	2024 City-Wide Traffic Control

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/18/2024	330745	P	10052	PITNEY BOWES INC	\$4,633.00	0	1218241	BILLING PERIOD SEP 29 2024 TO
12/18/2024	330746	P	32268	PLATINUM INSPECTION SERVICES LLC	\$425.00	0	1218241	OOR INSPECTION - 406 WINSLOW
12/18/2024	330747	P	12238	REXEL USA, INC	\$35.50	0	1218241	PLUGS VEH#3405 WO#75364
12/18/2024	330748	P	10345	POLYDYNE INC	\$10,258.92	0	1218241	3 Totes of Polymer for Solids
12/18/2024	330749	P	10936	PREMIER EXCAVATION INC	\$89,931.88	0	1218241	Center Parkway Ext N - 312-22
12/18/2024	330750	P	32273	PROCARE FOR YOU PLLC	\$140.00	0	1218241	DOT PHYSICAL: (1)
12/18/2024	330751	P	32363	PROCOM LLC	\$256.00	0	1218241	PRE-EMP TEST (1) & DOT TEST (1
12/18/2024	330752	P	32327	EDGAR GUIZAR	\$163.05	0	1218241	REMOVE TINT VEH#1220 WO#75465
12/18/2024	330753	P	12318	RINGOLD EMBROIDERY	\$295.13	0	1218241	RFD - LADIES PUFF VEST(2)BLACK
12/18/2024	330754	P	10744	SENSKE LAWN & TREE CARE INC	\$933.18	0	1218241	SR-655 Pest and Weed Managemen
12/18/2024	330755	P	10433	J.R. SETINA MANUFACTURING COMPANY INC.	\$1,042.70	0	1218241	BUMPER VEH#2499 WO#75272
12/18/2024	330756	P	10410	SHANNON & WILSON INC	\$82.50	0	1218241	HR WETLAND MITIGATION MONITOR
12/18/2024	330757	P	11563	SMARSH, INC.	\$308.96	0	1218241	SR-205 Smarsh 2024 Annual Rene
12/18/2024	330758	P	31869	KRISTI SMITH	\$1,361.00	0	1218241	DECEMBER 2024 FIREFIGHTERS SEC
12/18/2024	330759	P	30632	JOSHUA SMITH	\$92.00	0	1218241	24-389SMITH
12/18/2024	330760	P	10440	SOLID WASTE SYSTEMS INC	\$2,522.34	0	1218241	CENTER GUARD VEH#3359 WO#75495
12/18/2024	330761	P	32320	SPOKANE HOUSE OF HOSE INC	\$60.35	0	1218241	HOSES VEH#3368 WO#75482
12/18/2024	330762	P	10536	SPRAGUE PEST SOLUTIONS	\$132.33	0	1218241	PEST CONTROL SVCS - DECEMBER
12/18/2024	330763	P	30049	T.C. SHERRY & ASSOCIATES, P.S.	\$750.00	0	1218241	West Village Park - Landscape
12/18/2024	330764	P	10393	STONEWAY ELECTRIC SUPPLY	\$816.78	0	1218241	GRIP CORD VEH#3405 WO#75364
12/18/2024	330765	P	10961	TACOMA SCREW PRODUCTS INC	\$274.02	0	1218241	HEX SCREWS, LOCKING NUT VEH#33
12/18/2024	330766	P	31735	MARQUES HARRER	\$1,441.36	0	1218241	RFD-EMS SHOULDER PATCH 5.25X4
12/18/2024	330767	P	10027	THE PAPE' GROUP	\$6,582.79	0	1218241	Excavator rental for stormwate
12/18/2024	330768	P	11406	SOLUTIONS INC	\$170.01	0	1218241	RPD RECORDS SEARCH NOV 2024
12/18/2024	330769	P	10126	TRI CITIES BATTERY & AUTO REPAIR	\$113.13	0	1218241	Chief Jo RRFB
12/18/2024	330770	P	32525	TRI-CITIES RESTORATION LLC	\$23,051.44	0	1218241	Mitigation Srvcs of Fire St. 7
12/18/2024	330771	P	31958	TRUCKPRO HOLDING CORPORATION	\$660.06	0	1218241	MASTER CYLINDER VEH#4114 WO#75
12/18/2024	330772	P	11131	SANDRA R NINEMIRE	\$1,451.18	0	1218241	RFD - LAUNDRY SERVICES
12/18/2024	330773	P	10512	US BANK N A	\$359.00	0	1218241	NOVEMBER 2024 POOLED INVESTMEN
12/18/2024	330774	P	10106	US LINEN & UNIFORM	\$311.30	0	1218241	FLEET - SHOP APPAREL
12/18/2024	330775	P	12465	AUBLE, JOLICOEUR & GENTRY, INC	\$3,500.00	0	1218241	PO for Land Appraisal - Snivel
12/18/2024	330776	P	32369	VARITECH INDUSTRIES	\$5,040.50	0	1218241	RETURN FLOW METER SENSOR
12/18/2024	330777	P	10138	WA STATE AUDITOR'S OFFICE	\$3,254.94	0	1218241	AUDIT SERVICES - NOVEMBER 2024

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/18/2024	330778	P	32554	WALGREEN CO	\$750.00	0	1218241	FLU CLINIC ON 2024.10.08
12/18/2024	330779	P	10815	WATER SOLUTIONS INC	\$67.39	0	1218241	WATER FILTRATION 12/07/24-01/0
12/18/2024	330780	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$2,390.50	0	1218241	FITTING VEH#3364 WO#75125
12/18/2024	330781	P	10314	WHITNEY EQUIPMENT COMPANY INC	\$20,421.20	0	1218241	Dallas Rd Lift Station Repair
12/18/2024	330782	P	30854	CLINT WHITNEY	\$29.84	0	1218241	24-242 PPC & NRU Mtg, reimburs
12/18/2024	330783	P	10147	WILBUR-ELLIS HOLDINGS II, INC	\$26,139.85	0	1218241	Parks Wilbur Ellis Order - Tim
12/18/2024	330784	P	10414	WILDLANDS INC	\$2,632.60	0	1218241	HR BUSINESS CENTER ENTRANCE LA
12/18/2024	330785	P	12483	ZOLL MEDICAL SUPPLY	\$877.08	0	1218241	RFD - 4 ECG RECTANGULAR ELECTR
12/19/2024	330786	P	10014	JOHN S BOARDMAN	\$1,492.00	0	121924FP	NON COVERED DENTAL
12/19/2024	330787	P	10116	DONALD SIEMENS	\$88.00	0	121924FP	NON COVERED MEDICAL
12/19/2024	330788	P	32629	SOUND AUDIOLOGY AND HEARING AIDS	\$52.71	0	121924FP	NON COVERED MEDICAL
12/20/2024	330789	P	31231	ABM INDUSTRIES INC	\$4,233.00	0	1220241	PROUT POOL - JANITORIAL - NOV
12/20/2024	330790	P	32257	ABSOLUTE SOFTWARE INC	\$507.03	0	1220241	NETMOTION LICENSES - 3 RPD/2 R
12/20/2024	330791	P	10838	GRIGG ENTERPRISES INC	\$267.53	0	1220241	Inflatable Snowman
12/20/2024	330792	P	32548	ACOUSTIBLOK INC	\$14,697.63	0	1220241	Sound Curtain/Fabric for Pickl
12/20/2024	330793	P	32513	AIR-TIGHT WINDOWS & REMODELING LLC	\$23,255.39	0	1220241	ELECTRICAL WORK - 1702 TURNER
12/20/2024	330794	P	32117	ALASKA RUBBER GROUP INC	\$240.64	0	1220241	FITTINGS VEH#7159 WO#75414
12/20/2024	330795	P	11128	ALLDATA LLC	\$1,630.50	0	1220241	FLEET - ALLDATA REPAIR RENEWAL
12/20/2024	330796	P	31317	AMERICAN WEST INDUSTRIES	\$523.93	0	1220241	CYLINDER VEH#3339 WO#75483
12/20/2024	330797	P	32502	APPLIED INDUSTRIAL SYSTEMS LLC	\$1,182.10	0	1220241	COR Air Cooler Chiller Inspect
12/20/2024	330798	P	31205	VESTIS GROUP INC	\$527.56	0	1220241	LINEN CHARGES FOR NOVEMBER WAS
12/20/2024	330799	P	32242	ARROW CONCRETE & ASPHALT SPECIALTIES LLC	\$1,407.00	0	1220241	Claybell Park Pickleball Court
12/20/2024	330800	P	999000	AUREF - Utility Customer Refunds	\$44.03	0	1220241	575 COLUMBIA POINT DR Apt 218
12/20/2024	330801	P	999000	AUREF - Utility Customer Refunds	\$375.91	0	1220241	702 THE PARKWAY Ste C
12/20/2024	330802	P	999000	AUREF - Utility Customer Refunds	\$217.59	0	1220241	2592 PINYON PL
12/20/2024	330803	P	999000	AUREF - Utility Customer Refunds	\$1,265.82	0	1220241	2458 BRODIE LN
12/20/2024	330804	P	999000	AUREF - Utility Customer Refunds	\$156.15	0	1220241	1529 SANFORD AVE
12/20/2024	330805	P	999000	AUREF - Utility Customer Refunds	\$458.22	0	1220241	1621 GEORGE WASHINGTON WAY B1
12/20/2024	330806	P	999000	AUREF - Utility Customer Refunds	\$317.61	0	1220241	2100 BELLERIVE DR T204
12/20/2024	330807	P	999000	AUREF - Utility Customer Refunds	\$417.77	0	1220241	1161 DOS PALOS CT
12/20/2024	330808	P	999000	AUREF - Utility Customer Refunds	\$81.58	0	1220241	303 GAGE BLVD 225
12/20/2024	330809	P	999000	AUREF - Utility Customer Refunds	\$83.16	0	1220241	575 COLUMBIA POINT DR Apt 211
12/20/2024	330810	P	999000	AUREF - Utility Customer Refunds	\$60.74	0	1220241	227 UNIVERSITY DR Apt 122

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	330811	P	999000	AUREF - Utility Customer Refunds	\$161.43	0	1220241	2555 DUPORTAIL ST G254
12/20/2024	330812	P	999000	AUREF - Utility Customer Refunds	\$103.96	0	1220241	2555 BELLA COOLA LN Apt 276
12/20/2024	330813	P	999000	AUREF - Utility Customer Refunds	\$106.61	0	1220241	650 GEORGE WASHINGTON WAY Apt
12/20/2024	330814	P	999000	AUREF - Utility Customer Refunds	\$189.38	0	1220241	2665 KINGSGATE WAY Apt B313
12/20/2024	330815	P	999000	AUREF - Utility Customer Refunds	\$190.67	0	1220241	1308 THAYER DR
12/20/2024	330816	P	999000	AUREF - Utility Customer Refunds	\$173.07	0	1220241	2513 DUPORTAIL ST Apt 304
12/20/2024	330817	P	999000	AUREF - Utility Customer Refunds	\$8.48	0	1220241	32 APOLLO BLVD
12/20/2024	330818	P	999000	AUREF - Utility Customer Refunds	\$90.21	0	1220241	2100 BELLERIVE DR EE46
12/20/2024	330819	P	999000	AUREF - Utility Customer Refunds	\$180.97	0	1220241	575 COLUMBIA POINT DR Apt 329
12/20/2024	330820	P	999000	AUREF - Utility Customer Refunds	\$235.56	0	1220241	1621 GEORGE WASHINGTON WAY D3
12/20/2024	330821	P	999000	AUREF - Utility Customer Refunds	\$164.45	0	1220241	1950 BELLERIVE DR 136
12/20/2024	330822	P	999000	AUREF - Utility Customer Refunds	\$208.79	0	1220241	2555 BELLA COOLA LN Apt 161
12/20/2024	330823	P	999000	AUREF - Utility Customer Refunds	\$101.54	0	1220241	455 BRADLEY BLVD Apt 213
12/20/2024	330824	P	999000	AUREF - Utility Customer Refunds	\$298.44	0	1220241	1950 BELLERIVE DR 337
12/20/2024	330825	P	999000	AUREF - Utility Customer Refunds	\$147.28	0	1220241	2100 BELLERIVE DR X235
12/20/2024	330826	P	999000	AUREF - Utility Customer Refunds	\$205.84	0	1220241	4680 COWLITZ BLVD
12/20/2024	330827	P	999000	AUREF - Utility Customer Refunds	\$287.85	0	1220241	1413 COWICHE CT
12/20/2024	330828	P	999000	AUREF - Utility Customer Refunds	\$173.84	0	1220241	2361 SIENA AVE
12/20/2024	330829	P	999000	AUREF - Utility Customer Refunds	\$202.17	0	1220241	2550 DUPORTAIL ST D219
12/20/2024	330830	P	999000	AUREF - Utility Customer Refunds	\$197.50	0	1220241	2348 HOOD AVE 4
12/20/2024	330831	P	999000	AUREF - Utility Customer Refunds	\$46.88	0	1220241	707 SANFORD AVE
12/20/2024	330832	P	999000	AUREF - Utility Customer Refunds	\$128.35	0	1220241	1529 COLUMBIA PARK TRL Apt 247
12/20/2024	330833	P	999000	AUREF - Utility Customer Refunds	\$12.46	0	1220241	1950 BELLERIVE DR 238
12/20/2024	330834	P	999000	AUREF - Utility Customer Refunds	\$221.80	0	1220241	50 JADWIN AVE Unit 61
12/20/2024	330835	P	999000	AUREF - Utility Customer Refunds	\$162.15	0	1220241	2038 HUDSON AVE
12/20/2024	330836	P	999000	AUREF - Utility Customer Refunds	\$22.15	0	1220241	218 MATA RD
12/20/2024	330837	P	999000	AUREF - Utility Customer Refunds	\$236.49	0	1220241	451 WESTCLIFFE BLVD Apt C322
12/20/2024	330838	P	999000	AUREF - Utility Customer Refunds	\$115.64	0	1220241	1241 ADAIR DR
12/20/2024	330839	P	999000	AUREF - Utility Customer Refunds	\$270.78	0	1220241	2271 ESTATE AVE
12/20/2024	330840	P	999000	AUREF - Utility Customer Refunds	\$182.15	0	1220241	591 SAINT ST
12/20/2024	330841	P	999000	AUREF - Utility Customer Refunds	\$180.60	0	1220241	2665 KINGSGATE WAY Apt F158
12/20/2024	330842	P	999000	AUREF - Utility Customer Refunds	\$341.37	0	1220241	1878 FOWLER ST 59
12/20/2024	330843	P	999000	AUREF - Utility Customer Refunds	\$460.17	0	1220241	1419 HAINS AVE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	330844	P	999000	AUREF - Utility Customer Refunds	\$229.44	0	1220241	2555 DUPORTAIL ST A302
12/20/2024	330845	P	999000	AUREF - Utility Customer Refunds	\$432.32	0	1220241	2894 SALK AVE Apt 248
12/20/2024	330846	P	999000	AUREF - Utility Customer Refunds	\$264.13	0	1220241	1775 COLUMBIA PARK TRL 147
12/20/2024	330847	P	999000	AUREF - Utility Customer Refunds	\$222.78	0	1220241	301 GREENTREE CT 7
12/20/2024	330848	P	999000	AUREF - Utility Customer Refunds	\$1,469.15	0	1220241	398 HYDRANT METER
12/20/2024	330849	P	999000	AUREF - Utility Customer Refunds	\$96.92	0	1220241	3003 QUEENSGATE DR Apt 261
12/20/2024	330850	P	999000	AUREF - Utility Customer Refunds	\$186.96	0	1220241	50 JADWIN AVE Apt 17
12/20/2024	330851	P	999000	AUREF - Utility Customer Refunds	\$193.00	0	1220241	1574 MANCHESTER ST
12/20/2024	330852	P	999000	AUREF - Utility Customer Refunds	\$77.51	0	1220241	2455 GEORGE WASHINGTON WAY R19
12/20/2024	330853	P	999000	AUREF - Utility Customer Refunds	\$45.24	0	1220241	2455 GEORGE WASHINGTON WAY R19
12/20/2024	330854	P	999000	AUREF - Utility Customer Refunds	\$273.65	0	1220241	1529 COLUMBIA PARK TRL Apt 330
12/20/2024	330855	P	999000	AUREF - Utility Customer Refunds	\$9.08	0	1220241	485 COLUMBIA POINT DR
12/20/2024	330856	P	999000	AUREF - Utility Customer Refunds	\$88.82	0	1220241	2305 BOULDER ST
12/20/2024	330857	P	999000	AUREF - Utility Customer Refunds	\$186.99	0	1220241	133 MEADOW HILLS DR
12/20/2024	330858	P	999000	AUREF - Utility Customer Refunds	\$35.06	0	1220241	1529 COLUMBIA PARK TRL Apt 208
12/20/2024	330859	P	999000	AUREF - Utility Customer Refunds	\$333.73	0	1220241	1878 FOWLER ST 43
12/20/2024	330860	P	999000	AUREF - Utility Customer Refunds	\$229.18	0	1220241	250 GAGE BLVD 2086
12/20/2024	330861	P	999000	AUREF - Utility Customer Refunds	\$147.29	0	1220241	1046 LETHBRIDGE AVE
12/20/2024	330862	P	999000	AUREF - Utility Customer Refunds	\$285.62	0	1220241	2555 BELLA COOLA LN Apt 107
12/20/2024	330863	P	999000	AUREF - Utility Customer Refunds	\$176.56	0	1220241	1650 MOWRY SQ 217
12/20/2024	330864	P	999000	AUREF - Utility Customer Refunds	\$232.59	0	1220241	683 SUMMIT ST
12/20/2024	330865	P	999000	AUREF - Utility Customer Refunds	\$18.79	0	1220241	704 COAST ST
12/20/2024	330866	P	999000	AUREF - Utility Customer Refunds	\$187.37	0	1220241	435 EPIC ST
12/20/2024	330867	P	999000	AUREF - Utility Customer Refunds	\$146.45	0	1220241	1845 LESLIE RD A156
12/20/2024	330868	P	999000	AUREF - Utility Customer Refunds	\$175.17	0	1220241	575 COLUMBIA POINT DR Apt 320
12/20/2024	330869	P	999000	AUREF - Utility Customer Refunds	\$160.31	0	1220241	1775 COLUMBIA PARK TRL 138
12/20/2024	330870	P	999000	AUREF - Utility Customer Refunds	\$235.96	0	1220241	1878 FOWLER ST 53
12/20/2024	330871	P	999000	AUREF - Utility Customer Refunds	\$137.88	0	1220241	3926 BARBERA ST
12/20/2024	330872	P	999000	AUREF - Utility Customer Refunds	\$6.05	0	1220241	2003 KUHN ST
12/20/2024	330873	P	999000	AUREF - Utility Customer Refunds	\$113.84	0	1220241	2550 DUPORTAIL ST O189
12/20/2024	330874	P	999000	AUREF - Utility Customer Refunds	\$163.66	0	1220241	4801 BARBERA ST
12/20/2024	330875	P	999000	AUREF - Utility Customer Refunds	\$164.34	0	1220241	250 GAGE BLVD 2102
12/20/2024	330876	P	999000	AUREF - Utility Customer Refunds	\$60.96	0	1220241	2895 PAULING AVE Apt 106

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	330877	P	999000	AUREF - Utility Customer Refunds	\$299.50	0	1220241	1604 JADWIN AVE B
12/20/2024	330878	P	999000	AUREF - Utility Customer Refunds	\$137.70	0	1220241	2550 DUPORTAIL ST N283
12/20/2024	330879	P	999000	AUREF - Utility Customer Refunds	\$267.15	0	1220241	2137 SHASTA AVE
12/20/2024	330880	P	999000	AUREF - Utility Customer Refunds	\$8.22	0	1220241	1610 PLATT AVE
12/20/2024	330881	P	999000	AUREF - Utility Customer Refunds	\$194.26	0	1220241	3003 QUEENSGATE DR Apt 205
12/20/2024	330882	P	999000	AUREF - Utility Customer Refunds	\$10.03	0	1220241	1928 FOREST AVE
12/20/2024	330883	P	999000	AUREF - Utility Customer Refunds	\$100.05	0	1220241	2784 KETCH RD
12/20/2024	330884	P	999000	AUREF - Utility Customer Refunds	\$193.03	0	1220241	303 GAGE BLVD 237
12/20/2024	330885	P	999000	AUREF - Utility Customer Refunds	\$317.83	0	1220241	1845 LESLIE RD L131
12/20/2024	330886	P	999000	AUREF - Utility Customer Refunds	\$565.31	0	1220241	2000 STEVENS DR 213
12/20/2024	330887	P	999000	AUREF - Utility Customer Refunds	\$188.77	0	1220241	1618 BIRCH AVE
12/20/2024	330888	P	999000	AUREF - Utility Customer Refunds	\$13.30	0	1220241	786 CANYON ST
12/20/2024	330889	P	999000	AUREF - Utility Customer Refunds	\$57.27	0	1220241	2550 DUPORTAIL ST L172
12/20/2024	330890	P	999000	AUREF - Utility Customer Refunds	\$187.46	0	1220241	2105 PULLEN ST 1
12/20/2024	330891	P	999000	AUREF - Utility Customer Refunds	\$116.28	0	1220241	5086 SMITTY DR
12/20/2024	330892	P	999000	AUREF - Utility Customer Refunds	\$185.16	0	1220241	2513 DUPORTAIL ST Apt 225
12/20/2024	330893	P	999000	AUREF - Utility Customer Refunds	\$264.73	0	1220241	313 GREENTREE CT 4
12/20/2024	330894	P	999000	AUREF - Utility Customer Refunds	\$38.62	0	1220241	1900 STEVENS DR 630
12/20/2024	330895	P	999000	AUREF - Utility Customer Refunds	\$333.42	0	1220241	424 PIPER ST
12/20/2024	330896	P	999000	AUREF - Utility Customer Refunds	\$3.99	0	1220241	3025 SONORAN DR
12/20/2024	330897	P	999000	AUREF - Utility Customer Refunds	\$272.63	0	1220241	1650 MOWRY SQ 229
12/20/2024	330898	P	999000	AUREF - Utility Customer Refunds	\$225.80	0	1220241	2665 KINGSGATE WAY Apt B120
12/20/2024	330899	P	999000	AUREF - Utility Customer Refunds	\$208.81	0	1220241	2107 LEGACY LN
12/20/2024	330900	P	999000	AUREF - Utility Customer Refunds	\$34.68	0	1220241	1900 STEVENS DR 606
12/20/2024	330901	P	999000	AUREF - Utility Customer Refunds	\$423.03	0	1220241	1790 LESLIE RD 106
12/20/2024	330902	P	999000	AUREF - Utility Customer Refunds	\$201.52	0	1220241	449 WAR ROOM CT
12/20/2024	330903	P	999000	AUREF - Utility Customer Refunds	\$143.93	0	1220241	2513 DUPORTAIL ST Apt 234
12/20/2024	330904	P	999000	AUREF - Utility Customer Refunds	\$238.96	0	1220241	505 SYMONS ST
12/20/2024	330905	P	999000	AUREF - Utility Customer Refunds	\$16.54	0	1220241	4472 STARLIT LN Unit 101
12/20/2024	330906	P	999000	AUREF - Utility Customer Refunds	\$119.07	0	1220241	1358 DELAWARE AVE
12/20/2024	330907	P	999000	AUREF - Utility Customer Refunds	\$192.55	0	1220241	451 WESTCLIFFE BLVD Apt A108
12/20/2024	330908	P	999000	AUREF - Utility Customer Refunds	\$169.35	0	1220241	2500 GEORGE WASHINGTON WAY 219
12/20/2024	330909	P	999000	AUREF - Utility Customer Refunds	\$102.95	0	1220241	250 GAGE BLVD 1023

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	330910	P	999000	AUREF - Utility Customer Refunds	\$201.29	0	1220241	2759 KETCH RD
12/20/2024	330911	P	999000	AUREF - Utility Customer Refunds	\$171.13	0	1220241	2455 GEORGE WASHINGTON WAY N27
12/20/2024	330912	P	999000	AUREF - Utility Customer Refunds	\$75.08	0	1220241	729 SAINT ST
12/20/2024	330913	P	999000	AUREF - Utility Customer Refunds	\$226.26	0	1220241	1032 WINSLOW AVE
12/20/2024	330914	P	999000	AUREF - Utility Customer Refunds	\$13.03	0	1220241	1878 FOWLER ST 44
12/20/2024	330915	P	999000	AUREF - Utility Customer Refunds	\$100.68	0	1220241	2545 LEGACY LN
12/20/2024	330916	P	999000	AUREF - Utility Customer Refunds	\$314.03	0	1220241	149 CEDARWOOD CT
12/20/2024	330917	P	999000	AUREF - Utility Customer Refunds	\$383.89	0	1220241	1900 STEVENS DR 336
12/20/2024	330918	P	999000	AUREF - Utility Customer Refunds	\$90.28	0	1220241	2555 DUPORTAIL ST I170
12/20/2024	330919	P	999000	AUREF - Utility Customer Refunds	\$157.66	0	1220241	259 THYME CIR
12/20/2024	330920	P	999000	AUREF - Utility Customer Refunds	\$167.05	0	1220241	4275 NORRIS ST
12/20/2024	330921	P	999000	AUREF - Utility Customer Refunds	\$127.92	0	1220241	227 UNIVERSITY DR Apt 203
12/20/2024	330922	P	999000	AUREF - Utility Customer Refunds	\$234.44	0	1220241	2513 DUPORTAIL ST Apt 216
12/20/2024	330923	P	999000	AUREF - Utility Customer Refunds	\$33.57	0	1220241	606 LAZIO WAY
12/20/2024	330924	P	999000	AUREF - Utility Customer Refunds	\$56.70	0	1220241	2550 DUPORTAIL ST F135
12/20/2024	330925	P	999000	AUREF - Utility Customer Refunds	\$113.80	0	1220241	1621 GEORGE WASHINGTON WAY B19
12/20/2024	330926	P	999000	AUREF - Utility Customer Refunds	\$392.35	0	1220241	2555 BELLA COOLA LN Apt 373
12/20/2024	330927	P	999000	AUREF - Utility Customer Refunds	\$141.73	0	1220241	250 BATTELLE BLVD Apt 101
12/20/2024	330928	P	999000	AUREF - Utility Customer Refunds	\$441.09	0	1220241	1661 LARKSPUR DR
12/20/2024	330929	P	999000	AUREF - Utility Customer Refunds	\$151.33	0	1220241	50 JADWIN AVE Unit 59
12/20/2024	330930	P	999000	AUREF - Utility Customer Refunds	\$117.58	0	1220241	1179 DOS PALOS CT
12/20/2024	330931	P	999000	AUREF - Utility Customer Refunds	\$90.32	0	1220241	1408 BLACK CT
12/20/2024	330932	P	999000	AUREF - Utility Customer Refunds	\$106.31	0	1220241	451 WESTCLIFFE BLVD Apt C117
12/20/2024	330933	P	999000	AUREF - Utility Customer Refunds	\$21.24	0	1220241	425 BRADLEY BLVD Apt 225
12/20/2024	330934	P	999000	AUREF - Utility Customer Refunds	\$17.27	0	1220241	425 BRADLEY BLVD Apt 230
12/20/2024	330935	P	999000	AUREF - Utility Customer Refunds	\$120.40	0	1220241	425 BRADLEY BLVD Apt 322
12/20/2024	330936	P	999000	AUREF - Utility Customer Refunds	\$46.70	0	1220241	1529 COLUMBIA PARK TRL Apt 315
12/20/2024	330937	P	999000	AUREF - Utility Customer Refunds	\$60.24	0	1220241	88 RIDGECLIFF DR
12/20/2024	330938	P	999000	AUREF - Utility Customer Refunds	\$5.30	0	1220241	2303 SKYVIEW LOOP
12/20/2024	330939	P	999000	AUREF - Utility Customer Refunds	\$2.56	0	1220241	476 OAHU ST
12/20/2024	330940	P	999000	AUREF - Utility Customer Refunds	\$159.66	0	1220241	410 EPIC ST
12/20/2024	330941	P	999000	AUREF - Utility Customer Refunds	\$237.00	0	1220241	3204 QUAIL RIDGE LOOP
12/20/2024	330942	P	999000	AUREF - Utility Customer Refunds	\$43.41	0	1220241	850 AARON DR 105

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	330943	P	999000	AUREF - Utility Customer Refunds	\$10.67	0	1220241	1304 TORBETT ST
12/20/2024	330944	P	999000	AUREF - Utility Customer Refunds	\$323.00	0	1220241	907 BIRCH AVE
12/20/2024	330945	P	999000	AUREF - Utility Customer Refunds	\$84.82	0	1220241	227 UNIVERSITY DR Apt 115
12/20/2024	330946	P	999000	AUREF - Utility Customer Refunds	\$79.94	0	1220241	1870 SOMERS LN
12/20/2024	330947	P	999000	AUREF - Utility Customer Refunds	\$3.04	0	1220241	1478 LARKSPUR DR
12/20/2024	330948	P	999000	AUREF - Utility Customer Refunds	\$103.18	0	1220241	230 BATTELLE BLVD Apt 214
12/20/2024	330949	P	999000	AUREF - Utility Customer Refunds	\$145.09	0	1220241	69 JADWIN AVE 61
12/20/2024	330950	P	999000	AUREF - Utility Customer Refunds	\$429.01	0	1220241	712 VAN GIESEN ST
12/20/2024	330951	P	10455	AUTODESK INC	\$1,902.25	0	1220241	SR-2707 ADN 2025 Renewal
12/20/2024	330952	P	11079	AUTOZONE STORES LLC	\$470.23	0	1220241	PARTS CLEANER VEH#7159 WO#7541
12/20/2024	330953	P	11126	B AND B TRAILERS LLC	\$17.39	0	1220241	BAIL CLIP VEH#7171 WO#75518
12/20/2024	330954	P	10518	BEAVER BARK & ROCK	\$91.26	0	1220241	Gravel for broken storm line
12/20/2024	330955	P	10713	BENTON FRANKLIN COMMUNITY ACTION COMMITTEE	\$54,051.16	0	1220241	AUGUST 2024 HOME TBRA
12/20/2024	330956	P	10158	BENTON RURAL ELECTRIC ASSOCIATION	\$88.62	0	1220241	RED MTN UTILITIES 10/26-11/17/
12/20/2024	330957	P	11778	DSD CAPITAL LLC	\$141.70	0	1220241	Pol-Serv- 1032 University Dr
12/20/2024	330958	P	11272	BOYD'S TREE SERVICE LLC	\$9,629.96	0	1220241	Tree Pruning & Vegetation Mana
12/20/2024	330959	P	32563	RYAN COX	\$11,522.20	0	1220241	FD - TRAINING DOOR PROP
12/20/2024	330960	P	10026	CASCADE NATURAL GAS CORP	\$34,685.81	0	1220241	STATION 74 - GS BILL - DEC 202
12/20/2024	330961	P	11112	CENTURYLINK COMMUNICATIONS LLC	\$96.99	0	1220241	LONG DISTANCE 12/06/24-01/05/2
12/20/2024	330962	P	10847	CERIUM NETWORKS INC	\$32,774.57	0	1220241	CISCO ROUTER UPGRADE FOR ADMIN
12/20/2024	330963	P	10055	CITY OF PASCO	\$22,169.24	0	1220241	HOME QUARTER 3 REIMBURSEMENT
12/20/2024	330964	P	10261	CITY OF RICHLAND	\$21,669.94	0	1220241	Building Plan Review
12/20/2024	330965	P	10261	CITY OF RICHLAND	\$2,153.58	0	1220241	24-307 NELSON UNDERCOVER CONCE
12/20/2024	330966	P	31028	TONI CLARK	\$43.28	0	1220241	REIMB JUN-DEC 2024 MILEAGE
12/20/2024	330967	P	11516	COLEMAN OIL COMPANY	\$3,755.06	0	1220241	LANDFILL DYED DIESEL
12/20/2024	330968	P	31848	CONSISTENT CARE SERVICES SPC PS	\$3,516.00	0	1220241	NOV HOME-ARP REIMBURSEMENT
12/20/2024	330969	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$521.76	0	1220241	Cleaners, Rope, Tape, Ties, Mi
12/20/2024	330970	P	11526	CORWIN OF PASCO LLC	\$381.00	0	1220241	STARTER VEH#2465 WO#75538
12/20/2024	330971	P	10177	DEPARTMENT OF LABOR & INDUSTRIES	\$332.70	0	1220241	BOILER INSPECTIONS - LIBRARY,
12/20/2024	330972	P	30193	DOUG DOSS	\$24.00	0	1220241	24-397 DOSS INVESTIGATION INTE
12/20/2024	330973	P	11169	EFFICIENCY SOLUTIONS LLC	\$6,045.50	0	1220241	C07-21 COMMERCIAL ENERGY EFFIC
12/20/2024	330974	P	30368	CAMERON FANCHER	\$86.00	0	1220241	24-392 FANCHER INTERVIEW SUSPE
12/20/2024	330975	P	32264	FEDERICK J FAGAN	\$134.40	0	1220241	NOVEMBER CLASS 1025

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	330976	P	32437	FORD MOTOR COMPANY	\$2,281.61	0	1220241	DUAL CHARGING POST VEH#2573
12/20/2024	330977	P	31564	FNS COLLISION GROUP INC	\$5,420.03	0	1220241	REPAIR BUMPER AND PANEL VEH#12
12/20/2024	330978	P	10050	GENERAL PACIFIC INC	\$140,059.95	0	1220241	1 PH TRANSFORMERS
12/20/2024	330979	P	30396	JAMES GEORGE	\$110.00	0	1220241	24-398 GEORGE WITNESS INTERVIEW
12/20/2024	330980	P	11069	GOLDSTREET DESIGN AGENCY INC	\$960.48	0	1220241	Wastewater notification door h
12/20/2024	330981	P	10203	W.W. GRAINGER, INC	\$90.13	0	1220241	Orange Marking Flags for Elect
12/20/2024	330982	P	31584	GRAM NORTHWEST LLC	\$11,625.00	0	1220241	Cultural Monitoring of Tract D
12/20/2024	330983	P	10046	HD FOWLER CO	\$608.60	0	1220241	Coupling for work order QP2400
12/20/2024	330984	P	11999	KIWANIS CLUB OF THE HORSE HEAVEN HILLS FOUNDATION	\$1,000.00	0	1220241	TRAIN FOR WINTER WONDERLAND
12/20/2024	330985	P	10290	JIM'S PACIFIC GARAGES INC	\$27.66	0	1220241	CHECK VALVE VEH#5056 WO#75515
12/20/2024	330986	P	11667	KENWORTH SALES COMPANY	\$1,199.02	0	1220241	BRAKE, DRUMS VEH#3363 WO#75523
12/20/2024	330987	P	10432	LANGUAGE LINE SERVICES INC	\$801.18	0	1220241	TRANSLATION SERVICES 11/01-11/
12/20/2024	330988	P	32630	LINGOPIE, INC	\$2,000.00	0	1220241	LINGOPIE SUBSCRIPTION 12/17/24
12/20/2024	330989	P	32372	MCARTHUR FARM SUPPLY	\$7,320.03	0	1220241	Solar Salt for WWTP and WTP
12/20/2024	330990	P	30796	JOHN MCCAULEY	\$86.00	0	1220241	24-403 MCCAULEY WITNESS TRANSP
12/20/2024	330991	P	10093	MCCURLEY INTEGRITY DEALERSHIPS, LLC	\$96.05	0	1220241	HANDLE VEH#3243 WO#75316
12/20/2024	330992	P	11428	MIGHTY JOHNS PORTABLE TOILET & SEPTIC SERVICE INC	\$3,970.00	0	1220241	GOETHALS PARK - PORT-A-POTTY
12/20/2024	330993	P	11358	JO ANN MILLER	\$201.08	0	1220241	DECEMBER CLASS 9957, 9952
12/20/2024	330994	VOID	32538	THE REDTAIL TEAM LLC	\$0.00	141.04	1220241	VOID AFTER UPDATE 01/03/2025
12/20/2024	330995	P	31674	P&F AUTOMOTIVE WAREHOUSE INC	\$2,367.29	0	1220241	LIGHTBULB VEH#2425 WO#75545
12/20/2024	330996	P	30262	MATT NELSON	\$24.00	0	1220241	24-399 NELSON WITNESS INTERVIEW
12/20/2024	330997	P	30273	NORTHWEST EQUIPMENT SALES, INC	\$248.93	0	1220241	WIRING HARNESS VEH#3351 WO#755
12/20/2024	330998	P	32250	ODP BUSINESS SOLUTIONS LLC	\$30.37	0	1220241	RPD BUSINESS CARDS - PILCHER
12/20/2024	330999	P	31255	PACIFIC GOLF & TURF LLC	\$1,231.79	0	1220241	REMOTE CONTROL VEH#6639 WO#753
12/20/2024	331000	P	11838	PACWEST MACHINERY LLC	\$394.97	0	1220241	PIN, RETAINER VEH#7181 WO#7551
12/20/2024	331001	P	10862	PARAMETRIX INC	\$19,051.89	0	1220241	2024 Landfill Environmental Mo
12/20/2024	331002	P	32221	PATRIOT ENVIRONMENTAL SERVICES INC	\$1,223.25	0	1220241	RETAINAGE CONTRACT #302-23
12/20/2024	331003	P	30446	UKIAH PETERSEN	\$10.00	0	1220241	24-354 PETERSEN 836 END USER T
12/20/2024	331004	P	12238	REXEL USA, INC	\$825.39	0	1220241	RCC - LIFT STATION
12/20/2024	331005	P	11012	RH2 ENGINEERING INC	\$27,114.10	0	1220241	Tapteal 2 Truman Ave Pump Stat
12/20/2024	331006	P	30485	DUSTIN RICHMAN	\$126.00	0	1220241	24-393 RICHMAN INTERVIEW SUSPE
12/20/2024	331007	P	11900	RIVERSIDEDAVE LLC	\$5,850.00	0	1220241	DJ PRODUCTION FOR WINTER WONDE

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/20/2024	331008	P	10440	SOLID WASTE SYSTEMS INC	\$658.51	0	1220241	ACTUATOR VEH#3341 WO#75445
12/20/2024	331009	P	32313	SONSRAY MACHINERY LLC	\$802.23	0	1220241	FILTER VEH#7159 WO#75414
12/20/2024	331010	P	32320	SPOKANE HOUSE OF HOSE INC	\$1,116.66	0	1220241	HOSES VEH#7165 WO#75529
12/20/2024	331011	P	10536	SPRAGUE PEST SOLUTIONS	\$296.43	0	1220241	STATION 76 - PEST CONTROL
12/20/2024	331012	P	10393	STONEWAY ELECTRIC SUPPLY	\$310.97	0	1220241	COL PLAYFIELD - AED INSTALL
12/20/2024	331013	P	31735	MARQUES HARRER	\$22.84	0	1220241	RPD UNIFORM PATCH ALTERATION -
12/20/2024	331014	P	31051	THE GOODYEAR TIRE & RUBBER COMPANY	\$9,976.93	0	1220241	TIRE CHANGE VEH#2534 WO#75528
12/20/2024	331015	P	12054	TRANPO GROUP USA, INC	\$2,557.50	0	1220241	Downtown Connectivity Design -
12/20/2024	331016	P	31958	TRUCKPRO HOLDING CORPORATION	\$204.83	0	1220241	LED LIGHT VEH#7165 WO#75529
12/20/2024	331017	P	11175	TYNDALE ENTERPRISES INC	\$2,831.56	0	1220241	2024 FR CLOTHING PER SEATTLE C
12/20/2024	331018	P	10860	VERIZON COMMUNICATIONS INC	\$1,071.52	0	1220241	CELL PHONES 11/07-12/06/24
12/20/2024	331019	P	32440	WASHINGTON STATE PARKS & RECREATION	\$100.00	0	1220241	CHECK OUT WASHINGTON PARK PASS
12/20/2024	331020	P	10140	WASHINGTON STATE PATROL	\$490.25	0	1220241	RPD BACKGROUND CHECKS NOV 2024
12/20/2024	331021	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$304.48	0	1220241	FILTER VEH#7167 WO#75371
12/20/2024	331022	P	30939	DOBBS HEAVY DUTY HOLDINGS LLC	\$881.24	0	1220241	U JOINT VEH#3339 WO#75483
12/20/2024	331023	P	32628	WHITE GLOVE DETAILING LLC	\$271.75	0	1220241	INSIDE VEH DETAIL VEH#2440 WO#
12/26/2024	331024	P	10438	STANDARD & POOR'S FINANCIAL SERVICES LLC	\$5,500.00	0	1226241	Analytical Svc/Elec Rev Bond
12/27/2024	331025	P	10838	GRIGG ENTERPRISES INC	\$316.78	0	1227241	TAPE MEASURE/STORAGE/PNTR TAPE
12/27/2024	331026	P	31687	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC	\$4,339.00	0	1227241	EXCESS WORKERS COMP AUDIT
12/27/2024	331027	P	999000	AUREF - Utility Customer Refunds	\$244.25	0	1227241	250 GAGE BLVD 4026
12/27/2024	331028	P	999000	AUREF - Utility Customer Refunds	\$71.44	0	1227241	1650 MOWRY SQ 307
12/27/2024	331029	P	999000	AUREF - Utility Customer Refunds	\$11.07	0	1227241	1231 COVINA CT
12/27/2024	331030	P	999000	AUREF - Utility Customer Refunds	\$151.29	0	1227241	1222 COVINA CT
12/27/2024	331031	P	999000	AUREF - Utility Customer Refunds	\$119.53	0	1227241	3003 QUEENSGATE DR Apt 275
12/27/2024	331032	P	999000	AUREF - Utility Customer Refunds	\$12.44	0	1227241	1388 WHITE BLUFFS ST
12/27/2024	331033	P	999000	AUREF - Utility Customer Refunds	\$92.00	0	1227241	2513 DUPORETAIL ST Apt 329
12/27/2024	331034	P	999000	AUREF - Utility Customer Refunds	\$54.00	0	1227241	1650 MOWRY SQ 326
12/27/2024	331035	P	999000	AUREF - Utility Customer Refunds	\$39.70	0	1227241	1900 STEVENS DR 115
12/27/2024	331036	P	999000	AUREF - Utility Customer Refunds	\$231.17	0	1227241	1215 SANFORD AVE
12/27/2024	331037	P	999000	AUREF - Utility Customer Refunds	\$147.98	0	1227241	3051 DESERTHAWK LOOP
12/27/2024	331038	P	999000	AUREF - Utility Customer Refunds	\$69.42	0	1227241	1780 PIKE AVE Apt B105
12/27/2024	331039	P	999000	AUREF - Utility Customer Refunds	\$60.86	0	1227241	2336 COPPERLEAF ST
12/27/2024	331040	P	999000	AUREF - Utility Customer Refunds	\$114.55	0	1227241	3003 QUEENSGATE DR Apt 276

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/27/2024	331041	P	999000	AUREF - Utility Customer Refunds	\$219.28	0	1227241	1878 FOWLER ST 60
12/27/2024	331042	P	999000	AUREF - Utility Customer Refunds	\$187.24	0	1227241	1204 FONTANA CT
12/27/2024	331043	P	999000	AUREF - Utility Customer Refunds	\$200.32	0	1227241	1851 JADWIN AVE 335
12/27/2024	331044	P	999000	AUREF - Utility Customer Refunds	\$813.00	0	1227241	1589 SACAJAWEA AVE
12/27/2024	331045	P	999000	AUREF - Utility Customer Refunds	\$138.50	0	1227241	50 JADWIN AVE Apt 71
12/27/2024	331046	P	999000	AUREF - Utility Customer Refunds	\$128.90	0	1227241	2894 SALK AVE Apt 345
12/27/2024	331047	P	999000	AUREF - Utility Customer Refunds	\$19.44	0	1227241	2100 BELLERIVE DR G113
12/27/2024	331048	P	999000	AUREF - Utility Customer Refunds	\$5.77	0	1227241	316 CASEY AVE
12/27/2024	331049	P	999000	AUREF - Utility Customer Refunds	\$133.77	0	1227241	2100 BELLERIVE DR V220
12/27/2024	331050	P	999000	AUREF - Utility Customer Refunds	\$1.83	0	1227241	1878 FOWLER ST 35
12/27/2024	331051	P	999000	AUREF - Utility Customer Refunds	\$127.46	0	1227241	1851 JADWIN AVE 409
12/27/2024	331052	P	999000	AUREF - Utility Customer Refunds	\$207.99	0	1227241	451 WESTCLIFFE BLVD Apt F342
12/27/2024	331053	P	999000	AUREF - Utility Customer Refunds	\$107.09	0	1227241	408 SMITH AVE
12/27/2024	331054	P	999000	AUREF - Utility Customer Refunds	\$149.09	0	1227241	1851 JADWIN AVE 405
12/27/2024	331055	P	999000	AUREF - Utility Customer Refunds	\$151.99	0	1227241	1512 HUNT AVE
12/27/2024	331056	P	999000	AUREF - Utility Customer Refunds	\$62.78	0	1227241	1922 GEORGE WASHINGTON WAY 6
12/27/2024	331057	P	999000	AUREF - Utility Customer Refunds	\$105.40	0	1227241	2665 KINGSGATE WAY Apt G370
12/27/2024	331058	P	999000	AUREF - Utility Customer Refunds	\$156.11	0	1227241	205 BEAR DR
12/27/2024	331059	P	999000	AUREF - Utility Customer Refunds	\$170.59	0	1227241	32 COSMIC LN
12/27/2024	331060	P	999000	AUREF - Utility Customer Refunds	\$221.06	0	1227241	2895 PAULING AVE Apt 153
12/27/2024	331061	P	999000	AUREF - Utility Customer Refunds	\$150.00	0	1227241	1760 BISMARK ST
12/27/2024	331062	P	999000	AUREF - Utility Customer Refunds	\$150.53	0	1227241	1757 MAUI DR
12/27/2024	331063	P	999000	AUREF - Utility Customer Refunds	\$187.14	0	1227241	2894 SALK AVE Apt 303
12/27/2024	331064	P	999000	AUREF - Utility Customer Refunds	\$204.27	0	1227241	1219 DEL MAR CT
12/27/2024	331065	P	999000	AUREF - Utility Customer Refunds	\$138.26	0	1227241	2513 DUPORTAIL ST Apt 148
12/27/2024	331066	P	999000	AUREF - Utility Customer Refunds	\$78.82	0	1227241	507 ENDRESS ST
12/27/2024	331067	P	999000	AUREF - Utility Customer Refunds	\$206.78	0	1227241	2550 DUPORTAIL ST M176
12/27/2024	331068	P	999000	AUREF - Utility Customer Refunds	\$60.27	0	1227241	200 WALDRON ST 2
12/27/2024	331069	P	999000	AUREF - Utility Customer Refunds	\$44.58	0	1227241	711 STANTON AVE
12/27/2024	331070	P	11079	AUTOZONE STORES LLC	\$24.77	0	1227241	HEADLIGHT RESTORE KIT VEH#2425
12/27/2024	331071	P	10275	BADGER METER INC.	\$3,101.11	0	1227241	3 inch Ultrasonic Meter
12/27/2024	331072	P	10518	BEAVER BARK & ROCK	\$173.90	0	1227241	1 - CONCRETE - 5 BAG MIX .50YD
12/27/2024	331073	P	11272	BOYD'S TREE SERVICE LLC	\$19,259.92	0	1227241	Tree Pruning & Vegetation Mana

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/27/2024	331074	P	31841	CAMPBELL & COMPANY SERVICE CORPORATION	\$200.00	0	1227241	1469 Rimrock - Keith - HVAC Re
12/27/2024	331075	P	30682	CARPENTER, JACKIE	\$154.77	0	1227241	MileageReim_Carpenter_08.24-12
12/27/2024	331076	P	10026	CASCADE NATURAL GAS CORP	\$14.11	0	1227241	110 SAINT
12/27/2024	331077	P	10261	CITY OF RICHLAND	\$3,628.29	0	1227241	LANDFILL ACCT 27 11/30/24
12/27/2024	331078	P	10261	CITY OF RICHLAND	\$2,192.00	0	1227241	115 Peach Tree - Gropper - Win
12/27/2024	331079	P	32213	ABBY CRUSE	\$54.27	0	1227241	REIMB JANUARY-DECEMBER 2024 MI
12/27/2024	331080	P	32139	DTG ENTERPRISES INC	\$59,675.24	0	1227241	Curbside/Commerical/Flat Rate
12/27/2024	331081	P	11115	ELECTRIC POWER SYSTEMS INC	\$80,368.08	0	1227241	Thayer/Stevens Subs Bank 1 Re
12/27/2024	331082	P	11362	ELIJAH FAMILY HOMES	\$2,318.20	0	1227241	NOVEMBER 2024 HOME-ARP REIMBUR
12/27/2024	331083	P	32219	ENERGY PRO INSULATION INC	\$4,614.00	0	1227241	1309 Marshall - Thornton - Ins
12/27/2024	331084	P	32174	FAIRBANK EQUIPMENT INC	\$17.38	0	1227241	12-UNVSL 1" FLANGED CASKET EPD
12/27/2024	331085	P	10315	FERGUSON US HOLDINGS INC	\$1,087.24	0	1227241	SHOPS 100 - PLUMBING
12/27/2024	331086	P	31764	FIBER MARKETING INTERNATIONAL INC	\$9,019.87	0	1227241	Equipment Rentals for Pond Mai
12/27/2024	331087	P	10657	FRONTIER TITLE & ESCROW COMPANY	\$1,517.50	0	1227241	Recording Fees - Liens for Loa
12/27/2024	331088	P	32507	FRONTLINE MEDICAL PLLC	\$1,185.00	0	1227241	DOT PHYS: 3, RPD VAX: 1, PRE-E
12/27/2024	331089	P	10046	HD FOWLER CO	\$76.05	0	1227241	12" CMPCT BODY MJ KIT
12/27/2024	331090	P	31660	KELLEY CREATE CO	\$708.75	0	1227241	112-3056728-000 WTP
12/27/2024	331091	P	32238	ARTURO MATA	\$94.47	0	1227241	MileageReim_Mata_08.24-12.24
12/27/2024	331092	P	10093	MCCURLEY INTEGRITY DEALERSHIPS, LLC	\$1,551.35	0	1227241	REPAIRED WATER PUMP VEH#2474 W
12/27/2024	331093	P	11456	GARY N MCLEAN	\$24,008.75	0	1227241	HEARING EXAMINER 2024 BILLING
12/27/2024	331094	P	12475	MEL'S INTER-CITY TOWING	\$81.53	0	1227241	RPD TOW CHARGE CASE # 24-05301
12/27/2024	331095	P	32497	MID-COLUMBIA MEDIA INC	\$3,520.00	0	1227241	HORN RAPIDS ADVERTISING
12/27/2024	331096	P	30880	MSA SAFETY INCORPORATED	\$660.00	0	1227241	SR-2996 Grid Fleet Manager Ren
12/27/2024	331097	P	32250	ODP BUSINESS SOLUTIONS LLC	\$30.37	0	1227241	RPD BUSINESS CARDS - RUBY
12/27/2024	331098	P	10981	OIL RE-REFINING CO	\$435.50	0	1227241	Recycled Oil Hauled 12/19/2024
12/27/2024	331099	P	10357	OXARC INC	\$121.41	0	1227241	RFD - MEDICAL OXYGEN
12/27/2024	331100	P	11838	PACWEST MACHINERY LLC	\$5,282.38	0	1227241	Bandit 2680 Rental 9/2024
12/27/2024	331101	P	31206	CI - PW LLC	\$49.96	0	1227241	Water for Power Ops
12/27/2024	331102	P	10232	PERFECTION GLASS INC	\$1,086.00	0	1227241	1839 Alder - Gant - Window Reb
12/27/2024	331103	P	12238	REXEL USA, INC	\$835.30	0	1227241	3-NSU IT-250 250 MCM 6AWG POEA
12/27/2024	331104	P	32273	PROCARE FOR YOU PLLC	\$30.00	0	1227241	ANNUAL HEARING CONSERVATION MA
12/27/2024	331105	P	31210	LEPS-PSS, PLLC	\$1,210.00	0	1227241	PRE-EMPLOYMENT PSYCH EVALUATIO
12/27/2024	331106	P	10724	PUBLIC SAFETY TESTING INC	\$1,836.00	0	1227241	ENTRY LEVEL POLICE RECRUITMENT

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/27/2024	331107	P	10744	SENSKE LAWN & TREE CARE INC	\$111.42	0	1227241	SR-655 Pest and Weed Managemen
12/27/2024	331108	P	31341	SMOOVIES	\$2,000.00	0	1227241	C155-24 HOWARD AMON CONCESSION
12/27/2024	331109	P	10536	SPRAGUE PEST SOLUTIONS	\$696.83	0	1227241	STATION 71 - PEST CONTROL
12/27/2024	331110	P	10118	STEEBER'S LOCK SERVICE	\$65.22	0	1227241	SPARE KEY TRUCK #3319
12/27/2024	331111	P	31713	DYLAN STENSLAND	\$2,000.00	0	1227241	REIMB: AUG-DEC 2024 TUITION -
12/27/2024	331112	P	32528	STEPHEN CRAIG SCHWARTZ	\$5,491.57	0	1227241	RICHLAND PARKS & FACILITIES IN
12/27/2024	331113	P	10393	STONEWAY ELECTRIC SUPPLY	\$26.06	0	1227241	RPD - ELECTRICAL
12/27/2024	331114	P	32510	JILLIAN STRICKLIN	\$92.86	0	1227241	REIMB JUNE-DEC 2024 MILEAGE: J
12/27/2024	331115	P	31735	MARQUES HARRER	\$4,447.08	0	1227241	RPD UNIFORM - PILCHER
12/27/2024	331116	P	10126	TRI CITIES BATTERY & AUTO REPAIR	\$31.78	0	1227241	BATTERY FOR WEST CLIFF TELEMET
12/27/2024	331117	P	10603	TRI CITY LUMBER CO	\$132.90	0	1227241	48" WOOD STAKES 50PCS TA9000
12/27/2024	331118	P	11468	US BANK ST PAUL	\$5,250.00	0	1227241	FISCAL AGENT FEES 2024
12/27/2024	331119	P	10106	US LINEN & UNIFORM	\$30.91	0	1227241	RPD TOWEL DELIVERY 12/17/24
12/27/2024	331120	P	12465	AUBLE, JOLICOEUR & GENTRY, INC	\$1,500.00	0	1227241	PO for Land Appraisal - Snivel
12/27/2024	331121	P	10136	WASHINGTON ASN OF SHERIFFS & POLICE CHIEFS	\$400.00	0	1227241	WASPC FALL CONFERENCE REG - JA
12/27/2024	331122	P	32202	BETH WHITTON	\$97.69	0	1227241	REIMB JAN-NOV 2024 MILEAGE: BE
12/27/2024	331123	P	10194	XEROX CORPORATION	\$5.51	0	1227241	3UA-295969 4-21-24 TO 5-30-24
12/31/2024	331124	P	10838	GRIGG ENTERPRISES INC	\$43.77	0	1231241	door sweeps for WWTP
12/31/2024	331125	P	10644	ANIXTER INC	\$63,077.25	0	1231241	DEVICES_UG
12/31/2024	331126	P	32502	APPLIED INDUSTRIAL SYSTEMS LLC	\$2,305.80	0	1231241	Library Emerg. Leak & PD Compr
12/31/2024	331127	P	999000	AUREF - Utility Customer Refunds	\$477.06	0	1231241	806 COTTONWOOD LOOP
12/31/2024	331128	P	11079	AUTOZONE STORES LLC	\$6.85	0	1231241	ANTENNA CABLE VEH#3212 WO#7548
12/31/2024	331129	P	12002	AXON ENTERPRISE, INC	\$4,372.17	0	1231241	TASERS YR 4 - AXON 60 MONTH BU
12/31/2024	331130	P	10301	BAVCO	\$425.45	0	1231241	backflow assembly repair
12/31/2024	331131	P	10281	BENTON COUNTY	\$18,438.90	0	1231241	WORK CREW NOVEMBER 2024
12/31/2024	331132	P	10158	BENTON RURAL ELECTRIC ASSOCIATION	\$30.36	0	1231241	COLLIND RD TOWER SERVICES 10/2
12/31/2024	331133	P	30350	BOOTHE, CHAD	\$484.29	0	1231241	REIMB HOTEL PAID BY BOOTHE NWP
12/31/2024	331134	P	11685	CARDINAL HEALTH 130, LLC	\$364.43	0	1231241	RFD - MEDICAL SUPPLIES
12/31/2024	331135	P	10026	CASCADE NATURAL GAS CORP	\$17.87	0	1231241	Battelle Lift Station
12/31/2024	331136	P	11446	CENTRAL WASHINGTON ASPHALT INC	\$9,033.83	0	1231241	Trail Head Parking Lot - Keene
12/31/2024	331137	P	30045	CHARTER COMMUNICATIONS HOLDINGS, LLC	\$509.95	0	1231241	RFD INTERNET FOR STATIONS 71-7
12/31/2024	331138	P	30116	CHRISTENSEN INC	\$162.35	0	1231241	LANDFILL - BULK WASHER FLUID V
12/31/2024	331139	P	10055	CITY OF PASCO	\$57,330.75	0	1231241	ANIMAL SHELTERING SERVICES NOV

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/31/2024	331140	P	10261	CITY OF RICHLAND	\$594.00	0	1231241	24-360 SNELL BAT CERT TRAINING
12/31/2024	331141	P	10261	CITY OF RICHLAND	\$9,000.00	0	1231241	1323 Potter - Jordan - L-I HVA
12/31/2024	331142	P	11312	COEUR D'ALENE SERVICE STATION EQUIPMENT INC	\$253.68	0	1231241	FLEET - REPLACED FILTERS ON PU
12/31/2024	331143	P	11516	COLEMAN OIL COMPANY	\$40,558.72	0	1231241	FLEET GAS RESALE 12/16 - 12/22
12/31/2024	331144	P	10470	COMMERCIAL TIRE INC	\$990.48	0	1231241	TIRE CHANGE VEH#5046 WO#75499
12/31/2024	331145	P	12270	COMPUNET, INC	\$4,600.00	0	1231241	RUBRIK BACKUP
12/31/2024	331146	P	999014	CONSERVATION REBATES	\$1,520.00	0	1231241	849 Stevens - Rollarena - Ligh
12/31/2024	331147	P	12151	CORE & MAIN LP	\$24,748.12	0	1231241	Ford No Lead Fittings
12/31/2024	331148	P	11526	CORWIN OF PASCO LLC	\$108,558.94	0	1231241	ONE NEW FORD SUPERCREW 4X4 PIC
12/31/2024	331149	P	11486	COYOTE RIDGE CORRECTIONS CENTER	\$613.94	0	1231241	Landfill Clean Up Crew Nov 202
12/31/2024	331150	P	11607	CUMMINS, INC	\$1,033.13	0	1231241	REPAIR GENERATOR VEH#6615 WO#7
12/31/2024	331151	P	11445	DAY MANAGEMENT CORPORATION	\$37.60	0	1231241	CELL ANTENNA VEH#3394 WO#75532
12/31/2024	331152	P	10453	DELTA HEATING & COOLING INC	\$11,304.80	0	1231241	1323 Potter - Jordan - HVAC Lo
12/31/2024	331153	P	30187	DEVIN DESPARTE	\$82.00	0	1231241	REIMB MULT DAYS PERDIUM TRIP 2
12/31/2024	331154	P	11101	EDNETICS INC	\$36,372.27	0	1231241	CRITICAL INSIGHT MDR RENEWAL 1
12/31/2024	331155	P	32527	ENERGY WEST LLC	\$2,160.00	0	1231241	New Large Single Loads & Power
12/31/2024	331156	P	31656	RYANN ENGEL	\$1,200.00	0	1231241	GRAPHIC DESIGN CONTRACT 14-23
12/31/2024	331157	P	31170	HIS DIME, LLC	\$335.26	0	1231241	DECALS VEH#1218 WO#75519
12/31/2024	331158	P	30369	FATELEY, PETER	\$42.00	0	1231241	REIMBURSE FATELY WW CERT 2024
12/31/2024	331159	P	11245	FORCE AMERICA DISTRIBUTING LLC	\$2,355.19	0	1231241	DISPLAY ASSY VEH#3362 WO#75485
12/31/2024	331160	P	32507	FRONTLINE MEDICAL PLLC	\$2,859.00	0	1231241	RFD ANNUAL HAZMAT PHYS-SPENCER
12/31/2024	331161	P	32540	GREAT FLOORS LLC	\$1,886.46	0	1231241	EXTRA CARPET PURCHASED FS71 PO
12/31/2024	331162	P	32488	GREAT WEST ENGINEERING INC	\$20,341.45	0	1231241	Landfill Ph2 Engineering Consu
12/31/2024	331163	P	32106	H&L AUTO GLASS LLC	\$32.61	0	1231241	ROCK CHIP REPAIR VEH#3397 WO#7
12/31/2024	331164	P	32623	JOLYNNE HANE	\$73.80	0	1231241	REIMB HANE WINTER WONDERLAND P
12/31/2024	331165	P	10046	HD FOWLER CO	\$16,092.39	0	1231241	METER BOXES & LIDS
12/31/2024	331166	P	12200	HUGHES FIRE EQUIPMENT, INC	\$2,413.96	0	1231241	REPLACED THROTTLE VEH#5051 WO#
12/31/2024	331167	P	31660	KELLEY CREATE CO	\$30.87	0	1231241	DECEMBER COPIER CHARGES FOR PU
12/31/2024	331168	P	31660	KELLEY CREATE CO	\$1,260.70	0	1231241	FLEET - COPIER RENTAL
12/31/2024	331169	P	11667	KENWORTH SALES COMPANY	\$2,650.40	0	1231241	BRAKE KIT, DRUMS VEH#3340 WO#7
12/31/2024	331170	P	11369	LEGACY TELECOMMUNICATIONS LLC	\$750.05	0	1231241	GENERATOR REPAIRS - COMM CENTE
12/31/2024	331171	P	10219	LES SCHWAB TIRE CENTERS OF WASHINGTON INC	\$180.41	0	1231241	WHEEL ALIGNMENT VEH#2440 WO#75

Accounts Payable Checks

12/1/2024 - 12/31/2024

CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
12/31/2024	331172	P	10262	LIFE ASSIST INC	\$353.04	0	1231241	RFD-MEDICAL SUPPLIES
12/31/2024	331173	P	10298	LN CURTIS & SONS	\$130.51	0	1231241	FD SELF CONTAINED BREATHING AP
12/31/2024	331174	P	11576	MERCER (US) INC	\$11,415.83	0	1231241	2024 Benefits Consulting & Bro
12/31/2024	331175	P	10462	MID COLUMBIA FORKLIFT INC	\$3,043.60	0	1231241	FLEET - FORKLIFT TRAINING
12/31/2024	331176	P	32596	MIDLAND SCIENTIFIC INC	\$77.43	0	1231241	Lab supplies - Hach LCA720
12/31/2024	331177	P	10357	OXARC INC	\$302.09	0	1231241	RFD - MEDICAL OXYGEN - 2 CYL
12/31/2024	331178	P	31206	CI - PW LLC	\$145.51	0	1231241	August Water for Energy Serv
12/31/2024	331179	P	999002	PERMIT REFUND	\$1,865.00	0	1231241	Fire Cannabis Co_2415 Robertso
12/31/2024	331180	P	999002	PERMIT REFUND	\$450.00	0	1231241	PLN-T1-2024-000067_Ryka_Refund
12/31/2024	331181	P	12238	REXEL USA, INC	\$605.21	0	1231241	Electrical supplies for Landfi
12/31/2024	331182	P	31221	ALLEY ENTERPRISES INC.	\$65.55	0	1231241	Notary Stamp - Dawn Senger
12/31/2024	331183	P	12318	RINGOLD EMBROIDERY	\$3,653.42	0	1231241	2024 DAY STAFF CLOTHING ORDER
12/31/2024	331184	P	32633	JOSH ROMINE	\$150.00	0	1231241	REIMBURSE ROMINE BOOT ALLOWANC
12/31/2024	331185	P	11616	THE RUDE MECHANICALS	\$2,400.00	0	1231241	LODGING TAX GRANT FUNDING - SH
12/31/2024	331186	P	10311	SEA WESTERN INC	\$5,652.40	0	1231241	FD STRUCTURE GLOVES
12/31/2024	331187	P	30630	SMG TRI-CITIES, LLC	\$5,000.00	0	1231241	LIVE AT 5 2024 LODGING TAX GRA
12/31/2024	331188	P	30633	SNELL, CHRIS	\$82.00	0	1231241	REIMB SNELL PERDIAM #24-335 10
12/31/2024	331189	P	10440	SOLID WASTE SYSTEMS INC	\$666.16	0	1231241	HYD TEMP GUAGE VEH#3345 WO#755
12/31/2024	331190	P	11891	SPECIALTY ENGINEERING, INC	\$32,597.33	0	1231241	Leslie Substation LV Bushing R
12/31/2024	331191	P	10536	SPRAGUE PEST SOLUTIONS	\$152.48	0	1231241	RPD RANGE PEST CONTROL 12/17/2
12/31/2024	331192	P	32305	STUART C IRBY COMPANY	\$42,240.82	0	1231241	Singe PH Transformers
12/31/2024	331193	P	32549	JACOB PETERSON	\$42,296.63	0	1231241	Columbia Point Docks 424-24
12/31/2024	331194	P	31735	MARQUES HARRER	\$296.76	0	1231241	RFD - TAILOR SHOP-REPAIR - BOW
12/31/2024	331195	P	31051	THE GOODYEAR TIRE & RUBBER COMPANY	\$3,074.33	0	1231241	TIRE CHANGE VEH#3342 WO#75556
12/31/2024	331196	P	10027	THE PAPE' GROUP	\$6,067.80	0	1231241	REPAIRED TURBO CHARGER VEH#664
12/31/2024	331197	P	10187	TRANS UNION LLC	\$76.09	0	1231241	Basic Credit Reporting Service
12/31/2024	331198	P	10126	TRI CITIES BATTERY & AUTO REPAIR	\$61.29	0	1231241	12V Battery Terminal
12/31/2024	331199	P	31958	TRUCKPRO HOLDING CORPORATION	\$223.03	0	1231241	LED WORKLAMP VEH#7142 WO#75530
12/31/2024	331200	P	11129	TU DECIDES MEDIA INC	\$5,250.00	0	1231241	CDBG2023 CONSOLIDATED ANNUAL P
12/31/2024	331201	P	10106	US LINEN & UNIFORM	\$154.92	0	1231241	FLEET - SHOP APPAREL
12/31/2024	331202	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$5,580.15	0	1231241	PM-2 VEH#6592 WO#75582
12/31/2024	331203	P	30939	DOBBS HEAVY DUTY HOLDINGS LLC	\$1,469.10	0	1231241	CAMSHAFT VEH#3340 WO#75554
					\$5,599,522.69	\$2,974.51		

Accounts Payable Wires 12/1/2024 - 12/31/2024

DATE	WIRE #	WIRE AMT	EMP VENDOR NAME	PURPOSE	WIRE ACH
12/03/2024	10363	99,153.90	CIGNA HEALTH AND LIFE INSURANCE COMPANY	MEDICAL CLAIMS 11/25/24 - 12/0	W
12/02/2024	10366	3,680,025.63	US BANK ST PAUL	DEBT SERVICE DEC 2024	W
12/02/2024	10367	10,254.78	PAYMENT PROCESSING INC	LANDFILL MERCHANT SERVICES FEE	W
12/02/2024	10368	18,586.67	PAYMENT PROCESSING INC	MUNIS MERCHANT SERVICES FEES	W
12/02/2024	10369	144.13	BANK OF AMERICA	LIBRARY MERCHANT SERVICE FEES	W
12/03/2024	10371	2,360.00	WASHINGTON STATE TREASURER	STATE SHARE OF CPL	W
12/03/2024	10372	3,700,000.00	LGIP LOCAL GOVERNMENT INVESTMENT POOL	PURCHASE OF LGIP#1920	W
12/03/2024	10373	15.00	WASHINGTON STATE TREASURER	EMPLOYEE DRIVING ABSTRACTS	W
12/05/2024	10374	87,624.46	CORVEL CORPORATION	NOVEMBER 2024 CLAIMS	W
12/05/2024	10375	33,917.12	CORVEL CORPORATION	NOVEMBER 2024 CLAIMS	W
12/05/2024	10376	477.75	UNIFYHR LLC	OCTOBER 2024 ADMIN FEES	W
12/05/2024	10377	105,701.61	RXBENEFITS INC	RX CLAIMS 11/16-11/30/2024	W
12/09/2024	10378	221,379.89	CIGNA HEALTH AND LIFE INSURANCE COMPANY	MEDICAL CLAIMS 11/25/24-12/01/	W
12/06/2024	10379	1,000,000.00	LGIP LOCAL GOVERNMENT INVESTMENT POOL	PURCHASE LGIP #1920	W
12/09/2024	10380	500,000.00	LGIP LOCAL GOVERNMENT INVESTMENT POOL	PURCHASE LGIP #1920	W
12/11/2024	10381	18,499.13	SUN LIFE ASSURANCE COMPANY OF CANADA	November 2024 Premium	W
12/12/2024	10382	85,045.09	QBE INSURANCE CORPORATION	OCTOBER 2024 STOP LOSS PREMIUM	W
12/11/2024	10383	500,000.00	LGIP LOCAL GOVERNMENT INVESTMENT POOL	PURCHASE LGIP #1920	W
12/11/2024	10384	125,751.73	RICHLAND GOLF MANAGEMENT CORPORATION	GPGC Operating Reimbursement 1	W
12/19/2024	10385	116,428.07	CIGNA HEALTH AND LIFE INSURANCE COMPANY	MEDICAL CLAIMS 12/0924-12/15/2	W
12/18/2024	10386	1,269,078.80	VIRGINIA TRANSFORMER CORP	Power Transformers NEW (223-23	W
12/17/2024	10387	620.00	WASHINGTON STATE TREASURER	Firearms Online Payment for CP	W
12/24/2024	10388	140,210.67	BANK OF AMERICA	NOVEMBER 2024 PCARD	W
12/26/2024	10389	353,415.50	WA STATE DEPARTMENT OF REVENUE	COMBINED EXCISE TAX - NOVEMBER	W
12/19/2024	10390	38,226.14	PAYMENTUS CORPORATION	Merchant Services Fees	W
12/23/2024	10391	2,480.00	4MYBENEFITS, INC	JANUARY 2025 ADM FEES	W
12/23/2024	10392	81,267.52	CIGNA HEALTH AND LIFE INSURANCE COMPANY	MEDICAL CLAIMS 12/16/24 - 12/2	W
12/23/2024	10393	148,894.83	RXBENEFITS INC	RX CLAIMS 12/01/24 - 12/15/24	W
12/23/2024	10394	4,795.31	PRUDENTRX LLC	RX CLAIMS 11/01 - 11/30	W

Accounts Payable Wires 12/1/2024 - 12/31/2024

DATE	WIRE #	WIRE AMT	EMP VENDOR NAME	PURPOSE	WIRE ACH
12/26/2024	10395	156,863.77	LAW ENFORCEMENT OFFICERS AND FIREFIGHTERS	JANUARY 2025 PREMIUM	W
12/30/2024	10396	477.75	UNIFYHR LLC	DECEMBER 2024 ADMIN FEES	W
12/30/2024	10397	17,125.29	VISION SERVICE PLAN (WA)	MONTHLY INVOICE NOV & DEC 2024	W
12/27/2024	10398	80,708.65	CORVEL CORPORATION	DECEMBER 2024 CLAIMS	W
12/30/2024	10399	81,583.77	CIGNA HEALTH AND LIFE INSURANCE COMPANY	MEDICAL CLAIMS 12/23/24 - 12/2	W
12/30/2024	10400	39,936.00	UNITED EMPLOYEES BENEFIT TRUST	DECEMBER 2024 PREMIUMS	W
12/30/2024	10401	2,800,000.00	LGIP LOCAL GOVERNMENT INVESTMENT POOL	PURCHASE LGIP #1920	W
12/31/2024	10403	2,944,591.00	BONNEVILLE POWER ADMINISTRATION	NOV24-PAT01-10089	W
12/31/2024	10404	16,363.72	UNIFYHR LLC	FSA deduction for December 202	W
TOTAL WIRE		\$18,482,003.68			

Payroll Wires and ACH 12/1/2024 thru 12/31/2024

Effective Date	WIRE/ACH	VENDOR	PAYEE	AMOUNT	comment
12/05/2024	14415	10231	UNITED WAY OF BENTON & FRANKLIN COUNTIES	\$254.90	
12/05/2024	14416	10286	WA STATE DEPT OF RETIREMENT SYSTEMS	\$349,707.83	
12/05/2024	14417	10348	INTERNATIONAL CITY MANAGEMENT ASSOCIATION	\$222,591.49	
12/05/2024	14418	10460	STATE OF WASHINGTON EMPLOYMENT SECURITY DEPT	\$23,440.35	
12/05/2024	14419	10573	A.W. REHN & ASSOCIATES INC	\$28,500.00	
12/05/2024	14420	10646	INTERNATIONAL ASSN OF FIRE FIGHTERS	\$9,941.70	
12/05/2024	14421	10696	UNITED STATES TREASURY	\$483,429.11	
12/05/2024	14422	10698	RICHLAND POLICE GUILD	\$9,300.00	
12/05/2024	14423	10699	IUOE LOCAL #280	\$5,868.50	
12/05/2024	14424	10700	INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS	\$4,678.59	
12/05/2024	14425	10702	DIVISION OF CHILD SUPPORT	\$2,013.86	
12/05/2024	14426	10736	CITY OF RICHLAND	\$7,610.23	
12/05/2024	14427	10782	CITY OF RICHLAND DEPENDENT CARE RE	\$976.63	
12/05/2024	14428	10783	CITY OF RICHLAND MEDICAL DENTAL VISION	\$507,646.30	
12/05/2024	14429	10784	CITY OF RICHLAND UNEMPLOYMENT	\$2,901.74	
12/05/2024	14430	10785	CITY OF RICHLAND WORKER'S COMPENSA	\$75,003.89	
12/05/2024	14431	10786	CITY OF RICHLAND CIGNA DISABILITY	\$3,825.33	
12/05/2024	14432	10787	CITY OF RICHLAND CIGNA LIFE	\$6,554.87	
12/05/2024	14433	10788	CITY OF RICHLAND CIGNA OPTIONAL AD	\$1,729.01	
12/05/2024	14434	10789	CITY OF RICHLAND CIGNA BASIC AD&D	\$1,403.37	
12/05/2024	14435	10790	CITY OF RICHLAND CIGNA DEPENDENT L	\$156.00	
12/05/2024	14436	10791	CITY OF RICHLAND ER POST RETIREMENT	\$38,880.00	
12/05/2024	14437	10792	CITY OF RICHLAND ER MEDICAL INS PR	\$15,120.00	
12/05/2024	14438	10984	NATIONWIDE RETIREMENT SOLUTIONS	\$42,242.69	
12/05/2024	14439	53342	PROVIDENT LIFE	\$3,669.38	
12/05/2024	14440	32408	TEAMSTERS UNION DUES	\$2,314.00	
			EFFECTIVE DATE TOTAL	\$1,849,759.77	
12/19/2024	14441	10231	UNITED WAY OF BENTON & FRANKLIN COUNTIES	\$182.25	
12/19/2024	14442	10286	WA STATE DEPT OF RETIREMENT SYSTEMS	\$319,783.87	
12/19/2024	14443	10348	INTERNATIONAL CITY MANAGEMENT ASSOCIATION	\$222,493.13	
12/19/2024	14444	10460	STATE OF WASHINGTON EMPLOYMENT SECURITY DEPT	\$21,624.20	
12/19/2024	14445	10646	INTERNATIONAL ASSN OF FIRE FIGHTERS	\$9,941.70	
12/19/2024	14446	10696	UNITED STATES TREASURY	\$432,084.51	
12/19/2024	14447	10702	DIVISION OF CHILD SUPPORT	\$2,013.86	
12/19/2024	14448	16364	IAFF WSCFF EE MEDICAL TRUST	\$11,775.00	

Payroll Wires and ACH 12/1/2024 thru 12/31/2024

Effective Date	WIRE/ACH	VENDOR	PAYEE	AMOUNT	comment
12/19/2024	14449	10736	CITY OF RICHLAND	\$7,675.76	
12/19/2024	14450	10782	CITY OF RICHLAND DEPENDENT CARE RE	\$1,393.03	
12/19/2024	14451	10783	CITY OF RICHLAND MEDICAL DENTAL VISION	\$440,970.43	
12/19/2024	14452	10784	CITY OF RICHLAND UNEMPLOYMENT	\$2,852.46	
12/19/2024	14453	10785	CITY OF RICHLAND WORKER'S COMPENSA	\$99,908.11	
12/19/2024	14454	10786	CITY OF RICHLAND CIGNA DISABILITY	\$3,810.58	
12/19/2024	14455	10984	NATIONWIDE RETIREMENT SOLUTIONS	\$41,294.87	
12/19/2024	14456	51267	HRA VERA	\$112,070.76	
12/19/2024	14457	31408	CONTINENTAL AMERICAN INSURANCE COMPANY	\$4,956.08	
12/19/2024	14458	31409	NATIONWIDE	\$1,282.73	
12/19/2024	14459	31410	ARAG	\$814.72	
12/19/2024	14460	31411	ALLSTATE	\$719.75	
12/19/2024	14461	53342	PROVIDENT LIFE	\$3,644.79	
12/19/2024	14462	53343	SUN LIFE OPTIONAL LIFE INS	\$7,711.15	
			EFFECTIVE DATE TOTAL	\$1,749,003.74	
12/31/2024	14463	10696	UNITED STATES TREASURY	\$837.13	
			EFFECTIVE DATE TOTAL	\$837.13	
Total			WIRE TOTAL FOR SELECTED TIME PERIOD	\$3,599,600.64	

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232417		0		\$2484.61	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232418		0		\$1594.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232419		0		\$2247.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232420		0		\$1668.09	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232421		0		\$2122.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232422		0		\$1742.86	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232423		0		\$2558.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232424		0		\$2780.32	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232425		0		\$5519.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232426		0		\$7037.09	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232427		0		\$5304.62	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232428		0		\$1942.93	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232429		0		\$2976.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232430		0		\$1499.15	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232431		0		\$1668.38	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232432		0		\$1883.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232433		0		\$1697.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232434		0		\$2054.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232435		0		\$1198.93	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232436		0		\$2202.84	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232437		0		\$4164.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232438		0		\$2396.78	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232439		0		\$44.46	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232440		0		\$2923.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232441		0		\$2897.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232442		0		\$1704.23	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232443		0		\$1009.83	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232444		0		\$1222.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232445		0		\$622.60	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232446		0		\$1287.14	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232447		0		\$1914.10	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232448		0		\$2059.26	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232449		0		\$551.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232450		0		\$1285.73	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232451		0		\$1195.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232452		0		\$1145.13	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232453		0		\$1462.98	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232454		0		\$1649.91	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232455		0		\$2276.33	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232456		0		\$1446.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232457		0		\$1613.58	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232458		0		\$1693.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232459		0		\$1779.50	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232460		0		\$1166.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232461		0		\$1132.84	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232462		0		\$1824.96	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232463	VOID	0		\$0.00	\$1,908.92
PAYROLL - 2024-12-05	12/5/2024	232464	VOID	0		\$0.00	\$743.64
PAYROLL - 2024-12-05	12/5/2024	232465		0		\$2090.73	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232466		0		\$1268.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232467		0		\$1745.44	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232468		0		\$1733.42	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232469		0		\$2433.52	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232470		0		\$5086.12	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232471		0		\$3008.60	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232472		0		\$2650.08	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232473		0		\$4867.40	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232474		0		\$1871.85	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232475	VOID	0		\$0.00	\$2,349.79
PAYROLL - 2024-12-05	12/5/2024	232476		0		\$1722.13	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232477		0		\$1392.52	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232478		0		\$1548.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232479		0		\$1757.05	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232480		0		\$2786.29	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232481		0		\$1504.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232482	VOID	0		\$0.00	\$1,549.58
PAYROLL - 2024-12-05	12/5/2024	232483		0		\$2982.48	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232484		0		\$2364.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232485		0		\$1703.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232486	VOID	0		\$0.00	\$67.01
PAYROLL - 2024-12-05	12/5/2024	232487		0		\$1885.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232488		0		\$1810.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232489		0		\$2368.83	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232490		0		\$1924.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232491		0		\$2383.96	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232492		0		\$1664.05	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232493		0		\$2949.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232494		0		\$1831.35	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232495		0		\$2119.32	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232496		0		\$1528.33	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232497		0		\$1613.25	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232498		0		\$5313.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232499		0		\$1814.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232500		0		\$1941.55	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232501		0		\$1991.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232502		0		\$1924.01	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232503		0		\$2202.52	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232504		0		\$1857.86	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232505		0		\$2250.62	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232506		0		\$1797.78	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232507		0		\$2424.84	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232508		0		\$2607.52	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232509		0		\$3725.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232510		0		\$1784.09	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232511		0		\$2204.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232512		0		\$2029.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232513		0		\$962.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232514		0		\$1640.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232515		0		\$1950.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232516		0		\$2100.76	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232517		0		\$2630.92	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232518		0		\$748.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232519		0		\$1966.19	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232520		0		\$1779.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232521		0		\$2455.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232522		0		\$1736.40	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232523		0		\$1050.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232524		0		\$7.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232525		0		\$7.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232526		0		\$966.16	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232527		0		\$3801.53	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232528	VOID	0		\$0.00	\$708.68
PAYROLL - 2024-12-05	12/5/2024	232529	VOID	0		\$0.00	\$2,752.61
PAYROLL - 2024-12-05	12/5/2024	232530	VOID	0		\$0.00	\$6,047.98
PAYROLL - 2024-12-05	12/5/2024	232531	VOID	0		\$0.00	\$1,760.66
PAYROLL - 2024-12-05	12/5/2024	232532	VOID	0		\$0.00	\$1,986.96

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232533	VOID	0		\$0.00	\$1,998.33
PAYROLL - 2024-12-05	12/5/2024	232534	VOID	0		\$0.00	\$2,919.33
PAYROLL - 2024-12-05	12/5/2024	232535		0		\$2592.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232536		0		\$3302.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232537		0		\$4059.68	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232538		0		\$1276.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232539		0		\$2014.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232540		0		\$1861.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232541		0		\$2320.50	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232542	VOID	0		\$0.00	\$1,507.32
PAYROLL - 2024-12-05	12/5/2024	232543		0		\$1987.86	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232544		0		\$2571.29	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232545		0		\$2500.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232546		0		\$1989.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232547		0		\$2095.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232548		0		\$2439.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232549	VOID	0		\$0.00	\$2,482.72
PAYROLL - 2024-12-05	12/5/2024	232550	VOID	0		\$0.00	\$1,943.46
PAYROLL - 2024-12-05	12/5/2024	232551		0		\$1858.77	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232552		0		\$1992.64	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232553		0		\$2470.50	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232554		0		\$1590.49	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232555		0		\$4055.35	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232556		0		\$2324.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232557		0		\$1678.37	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232558		0		\$1853.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232559		0		\$2248.60	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232560		0		\$2000.97	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232561		0		\$1948.23	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232562		0		\$4169.32	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232563		0		\$2175.80	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232564		0		\$4288.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232565		0		\$5042.08	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232566		0		\$4629.00	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232567	VOID	0		\$0.00	\$6,147.29
PAYROLL - 2024-12-05	12/5/2024	232568		0		\$3030.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232569		0		\$5137.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232570		0		\$6359.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232571		0		\$3442.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232572		0		\$5082.36	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232573	VOID	0		\$0.00	\$3,396.04
PAYROLL - 2024-12-05	12/5/2024	232574	VOID	0		\$0.00	\$3,257.21
PAYROLL - 2024-12-05	12/5/2024	232575	VOID	0		\$0.00	\$5,350.52
PAYROLL - 2024-12-05	12/5/2024	232576	VOID	0		\$0.00	\$4,761.08
PAYROLL - 2024-12-05	12/5/2024	232577	VOID	0		\$0.00	\$4,184.92
PAYROLL - 2024-12-05	12/5/2024	232578	VOID	0		\$0.00	\$3,777.43
PAYROLL - 2024-12-05	12/5/2024	232579	VOID	0		\$0.00	\$3,388.18
PAYROLL - 2024-12-05	12/5/2024	232580	VOID	0		\$0.00	\$6,333.99
PAYROLL - 2024-12-05	12/5/2024	232581	VOID	0		\$0.00	\$2,499.38
PAYROLL - 2024-12-05	12/5/2024	232582	VOID	0		\$0.00	\$4,302.77
PAYROLL - 2024-12-05	12/5/2024	232583	VOID	0		\$0.00	\$5,175.08
PAYROLL - 2024-12-05	12/5/2024	232584	VOID	0		\$0.00	\$5,873.08
PAYROLL - 2024-12-05	12/5/2024	232585	VOID	0		\$0.00	\$3,378.00
PAYROLL - 2024-12-05	12/5/2024	232586	VOID	0		\$0.00	\$5,602.74
PAYROLL - 2024-12-05	12/5/2024	232587	VOID	0		\$0.00	\$353.87
PAYROLL - 2024-12-05	12/5/2024	232588	VOID	0		\$0.00	\$4,192.68
PAYROLL - 2024-12-05	12/5/2024	232589	VOID	0		\$0.00	\$2,974.92
PAYROLL - 2024-12-05	12/5/2024	232590	VOID	0		\$0.00	\$6,285.20

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232591	VOID	0		\$0.00	\$3,752.19
PAYROLL - 2024-12-05	12/5/2024	232592	VOID	0		\$0.00	\$4,360.33
PAYROLL - 2024-12-05	12/5/2024	232593	VOID	0		\$0.00	\$3,578.08
PAYROLL - 2024-12-05	12/5/2024	232594	VOID	0		\$0.00	\$2,890.98
PAYROLL - 2024-12-05	12/5/2024	232595	VOID	0		\$0.00	\$4,555.70
PAYROLL - 2024-12-05	12/5/2024	232596	VOID	0		\$0.00	\$4,556.60
PAYROLL - 2024-12-05	12/5/2024	232597	VOID	0		\$0.00	\$2,141.45
PAYROLL - 2024-12-05	12/5/2024	232598	VOID	0		\$0.00	\$7,426.12
PAYROLL - 2024-12-05	12/5/2024	232599	VOID	0		\$0.00	\$2,027.38
PAYROLL - 2024-12-05	12/5/2024	232600	VOID	0		\$0.00	\$4,838.56
PAYROLL - 2024-12-05	12/5/2024	232601	VOID	0		\$0.00	\$4,273.91
PAYROLL - 2024-12-05	12/5/2024	232602	VOID	0		\$0.00	\$4,590.59
PAYROLL - 2024-12-05	12/5/2024	232603	VOID	0		\$0.00	\$3,189.00
PAYROLL - 2024-12-05	12/5/2024	232604	VOID	0		\$0.00	\$1,465.28
PAYROLL - 2024-12-05	12/5/2024	232605	VOID	0		\$0.00	\$1,395.62
PAYROLL - 2024-12-05	12/5/2024	232606	VOID	0		\$0.00	\$4,379.38
PAYROLL - 2024-12-05	12/5/2024	232607	VOID	0		\$0.00	\$3,953.19
PAYROLL - 2024-12-05	12/5/2024	232608	VOID	0		\$0.00	\$3,588.85
PAYROLL - 2024-12-05	12/5/2024	232609	VOID	0		\$0.00	\$3,474.13
PAYROLL - 2024-12-05	12/5/2024	232610	VOID	0		\$0.00	\$4,555.66
PAYROLL - 2024-12-05	12/5/2024	232611		0		\$3532.91	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232612		0		\$3815.66	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232613		0		\$4963.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232614		0		\$5591.60	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232615		0		\$4831.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232616		0		\$4678.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232617		0		\$2577.62	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232618		0		\$3439.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232619		0		\$4575.54	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232620		0		\$1811.02	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232621		0		\$5011.69	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232622		0		\$5716.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232623	VOID	0		\$0.00	\$4,771.63
PAYROLL - 2024-12-05	12/5/2024	232624		0		\$5030.93	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232625		0		\$3528.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232626		0		\$8669.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232627		0		\$3675.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232628		0		\$4457.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232629		0		\$3607.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232630		0		\$5632.25	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232631		0		\$2304.68	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232632		0		\$5527.08	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232633		0		\$4902.76	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232634	VOID	0		\$0.00	\$3,096.93
PAYROLL - 2024-12-05	12/5/2024	232635		0		\$8233.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232636		0		\$5160.36	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232637		0		\$4578.96	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232638		0		\$2928.27	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232639		0		\$4324.88	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232640		0		\$5238.10	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232641		0		\$4055.57	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232642		0		\$4613.29	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232643	VOID	0		\$0.00	\$3,758.73
PAYROLL - 2024-12-05	12/5/2024	232644		0		\$4313.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232645		0		\$2772.17	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232646		0		\$4809.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232647		0		\$4097.82	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232648		0		\$3078.58	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232649		0		\$5874.79	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232650		0		\$1679.14	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232651		0		\$2943.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232652		0		\$2637.43	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232653		0		\$2101.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232654		0		\$3247.18	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232655		0		\$2098.83	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232656	VOID	0		\$0.00	\$1,317.16
PAYROLL - 2024-12-05	12/5/2024	232657		0		\$2513.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232658		0		\$3885.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232659		0		\$5870.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232660		0		\$4413.49	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232661		0		\$3883.25	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232662		0		\$2303.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232663		0		\$1983.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232664		0		\$3920.93	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232665		0		\$3649.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232666		0		\$3754.42	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232667		0		\$4905.06	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232668	VOID	0		\$0.00	\$3,560.62
PAYROLL - 2024-12-05	12/5/2024	232669		0		\$3078.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232670		0		\$3739.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232671	VOID	0		\$0.00	\$1,738.77
PAYROLL - 2024-12-05	12/5/2024	232672		0		\$3094.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232673		0		\$4334.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232674		0		\$1753.42	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232675		0		\$3701.29	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232676		0		\$2113.08	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232677	VOID	0		\$0.00	\$3,009.64

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232678		0		\$5924.73	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232679		0		\$3547.65	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232680		0		\$7503.80	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232681		0		\$3800.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232682		0		\$5549.61	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232683		0		\$4400.10	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232684		0		\$1550.91	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232685		0		\$2658.63	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232686		0		\$1761.50	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232687		0		\$6923.23	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232688	VOID	0		\$0.00	\$4,421.04
PAYROLL - 2024-12-05	12/5/2024	232689		0		\$4362.75	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232690		0		\$4254.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232691		0		\$2533.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232692		0		\$4196.60	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232693		0		\$1923.43	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232694		0		\$5789.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232695		0		\$3541.13	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232696		0		\$4667.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232697		0		\$4475.92	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232698		0		\$2529.84	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232699		0		\$3121.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232700		0		\$3202.07	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232701		0		\$3515.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232702		0		\$2841.57	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232703		0		\$1871.00	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232704		0		\$2753.88	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232705		0		\$5418.41	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232706		0		\$4229.92	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232707		0		\$2524.75	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232708		0		\$3917.40	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232709		0		\$4452.53	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232710		0		\$5120.52	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232711		0		\$3951.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232712		0		\$1436.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232713		0		\$3677.64	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232714		0		\$1671.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232715		0		\$3307.83	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232716		0		\$4458.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232717		0		\$3789.96	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232718		0		\$3084.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232719		0		\$5760.69	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232720		0		\$3510.55	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232721		0		\$3555.12	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232722		0		\$4718.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232723		0		\$4413.43	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232724		0		\$3503.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232725		0		\$4223.66	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232726		0		\$4331.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232727		0		\$4349.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232728		0		\$2214.19	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232729		0		\$4336.07	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232730		0		\$1559.42	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232731		0		\$1771.47	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232732		0		\$1471.87	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232733		0		\$3734.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232734		0		\$4750.90	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232735		0		\$1606.38	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232736		0		\$2036.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232737		0		\$2257.88	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232738		0		\$7024.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232739		0		\$5922.37	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232740		0		\$2130.82	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232741		0		\$2003.52	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232742		0		\$8676.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232743		0		\$4575.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232744		0		\$1147.26	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232745		0		\$4940.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232746		0		\$3387.52	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232747		0		\$2680.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232748		0		\$1557.48	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232749		0		\$4529.02	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232750		0		\$1978.73	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232751		0		\$2497.68	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232752		0		\$3899.69	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232753		0		\$3784.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232754		0		\$4674.98	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232755		0		\$2750.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232756		0		\$2710.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232757		0		\$4635.62	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232758		0		\$3240.16	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232759		0		\$5566.69	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232760		0		\$3276.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232761	VOID	0		\$0.00	\$1,477.47
PAYROLL - 2024-12-05	12/5/2024	232762	VOID	0		\$0.00	\$2,740.67
PAYROLL - 2024-12-05	12/5/2024	232763	VOID	0		\$0.00	\$3,252.58
PAYROLL - 2024-12-05	12/5/2024	232764	VOID	0		\$0.00	\$4,425.49

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232765	VOID	0		\$0.00	\$5,561.81
PAYROLL - 2024-12-05	12/5/2024	232766		0		\$2733.29	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232767		0		\$4317.00	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232768		0		\$1646.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232769		0		\$5235.63	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232770		0		\$6125.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232771		0		\$3786.36	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232772		0		\$2501.12	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232773		0		\$3187.25	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232774		0		\$3887.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232775		0		\$1837.39	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232776		0		\$5187.78	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232777		0		\$4774.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232778		0		\$3854.08	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232779		0		\$5280.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232780		0		\$490.12	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232781		0		\$3721.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232782		0		\$3099.33	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232783		0		\$1531.33	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232784		0		\$2288.78	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232785		0		\$2393.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232786		0		\$2621.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232787		0		\$1749.62	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232788		0		\$882.86	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232789		0		\$2423.55	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232790		0		\$2532.47	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232791		0		\$2442.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232792		0		\$1882.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232793		0		\$2430.50	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232794		0		\$2617.76	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232795		0		\$1887.56	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232796		0		\$1390.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232797		0		\$1690.82	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232798		0		\$1975.88	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232799		0		\$2287.80	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232800		0		\$2300.28	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232801		0		\$3340.44	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232802		0		\$1944.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232803		0		\$1955.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232804		0		\$1800.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232805		0		\$2208.48	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232806		0		\$2124.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232807		0		\$2128.79	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232808		0		\$1903.91	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232809		0		\$3020.33	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232810		0		\$2845.77	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232811		0		\$2529.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232812		0		\$2118.18	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232813		0		\$1671.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232814		0		\$2175.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232815		0		\$1816.02	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232816		0		\$2743.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232817		0		\$1572.80	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232818		0		\$1979.53	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232819		0		\$2521.91	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232820		0		\$1855.17	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232821		0		\$2490.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232822		0		\$4228.34	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232823		0		\$1950.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232824		0		\$1817.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232825		0		\$2883.94	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232826		0		\$1848.02	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232827		0		\$1868.18	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232828		0		\$1837.66	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232829		0		\$2146.68	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232830		0		\$2542.38	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232831		0		\$2629.37	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232832		0		\$1958.77	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232833		0		\$2379.73	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232834		0		\$1736.32	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232835		0		\$1804.23	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232836		0		\$2513.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232837		0		\$2565.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232838		0		\$3227.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232839		0		\$2333.83	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232840		0		\$2427.18	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232841		0		\$1817.76	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232842		0		\$2477.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232843		0		\$1644.21	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232844		0		\$2382.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232845		0		\$774.19	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232846		0		\$2326.69	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232847		0		\$2346.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232848		0		\$2980.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232849		0		\$2807.47	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232850		0		\$1812.87	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232851		0		\$2312.78	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232852		0		\$1917.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232853		0		\$2616.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232854		0		\$3552.51	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232855		0		\$0.01	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232856		0		\$2824.09	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232857		0		\$2357.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232858		0		\$1826.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232859		0		\$1883.69	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232860		0		\$2029.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232861		0		\$1739.55	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232862		0		\$1910.09	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232863		0		\$1583.05	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232864		0		\$2448.47	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232865		0		\$1742.15	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232866		0		\$2121.31	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232867		0		\$2132.25	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232868	VOID	0		\$0.00	\$2,353.76
PAYROLL - 2024-12-05	12/5/2024	232869		0		\$2285.82	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232870	VOID	0		\$0.00	\$2,250.59
PAYROLL - 2024-12-05	12/5/2024	232871		0		\$3044.24	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232872		0		\$3475.38	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232873		0		\$0.01	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232874		0		\$1314.68	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232875		0		\$980.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232876		0		\$2526.05	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232877		0		\$1523.43	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232878		0		\$3102.17	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232879		0		\$1632.97	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232880		0		\$2267.49	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232881		0		\$1614.49	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232882		0		\$2154.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232883		0		\$3401.17	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232884		0		\$3636.98	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232885		0		\$2501.98	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232886		0		\$3044.55	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232887		0		\$1963.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232888		0		\$1664.02	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232889		0		\$2270.18	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232890		0		\$1432.27	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232891		0		\$2002.04	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232892		0		\$2243.03	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232893		0		\$2215.30	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232894		0		\$2126.34	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232895		0		\$4546.14	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232896		0		\$2071.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232897		0		\$1888.01	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232898		0		\$2137.37	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232899		0		\$3362.60	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232900		0		\$1587.63	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232901		0		\$1243.58	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232902		0		\$2373.55	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232903		0		\$2875.62	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232904		0		\$2424.48	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232905		0		\$2582.63	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232906		0		\$2538.22	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232907		0		\$2735.13	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232908		0		\$3371.94	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232909		0		\$2938.46	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232910		0		\$2535.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232911	VOID	0		\$0.00	\$1,580.15
PAYROLL - 2024-12-05	12/5/2024	232912		0		\$1668.15	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232913		0		\$5579.63	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232914		0		\$2627.85	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232915	VOID	0		\$0.00	\$3,724.97
PAYROLL - 2024-12-05	12/5/2024	232916		0		\$3406.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232917		0		\$6075.41	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232918		0		\$3015.97	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232919		0		\$2525.35	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232920		0		\$3963.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232921		0		\$2329.64	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232922		0		\$2930.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232923		0		\$1993.50	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232924		0		\$3474.72	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232925		0		\$1853.01	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232926		0		\$3477.46	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232927		0		\$2389.83	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232928		0		\$4263.25	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232929		0		\$2730.31	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232930		0		\$2054.16	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232931		0		\$4770.92	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232932		0		\$2705.81	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232933		0		\$3915.19	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232934		0		\$3306.99	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232935		0		\$4006.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232936		0		\$1436.74	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232937		0		\$2650.11	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232938		0		\$2223.66	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232939		0		\$997.00	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232940		0		\$3234.59	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232941		0		\$1942.42	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232942		0		\$1212.31	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232943		0		\$2140.01	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232944	VOID	0		\$0.00	\$1,117.78
PAYROLL - 2024-12-05	12/5/2024	232945	VOID	0		\$0.00	\$2,036.62
PAYROLL - 2024-12-05	12/5/2024	232946		0		\$293.70	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232947		0		\$1257.88	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232948		0		\$1762.93	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232949		0		\$3.94	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232950		0		\$963.77	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232951		0		\$2129.89	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232952		0		\$991.91	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232953		0		\$1136.15	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232954		0		\$1849.60	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232955		0		\$97.07	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232956		0		\$2949.45	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232957		0		\$1446.10	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232958		0		\$923.67	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232959		0		\$1925.20	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232960		0		\$1595.78	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232961		0		\$2074.98	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232962		0		\$1610.95	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232963		0		\$951.05	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232964		0		\$687.57	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232965		0		\$1683.86	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232966		0		\$326.38	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232967		0		\$1428.12	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-05	12/5/2024	232968		0		\$1597.49	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232969		0		\$728.71	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232970		0		\$2013.10	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232971		0		\$847.42	\$0.00
PAYROLL - 2024-12-05	12/5/2024	232972		0		\$62.72	\$0.00
PAYROLL - 2024-12-05	TOTALS:					\$1,327,503.84	\$243,150.78
PAYROLL - 2024-12-06	12/6/2024	232971		0		\$527.81	\$0.00
PAYROLL - 2024-12-06	12/6/2024	232972		0		\$374.50	\$0.00
PAYROLL - 2024-12-06	12/6/2024	232973		0		\$9190.03	\$0.00
PAYROLL - 2024-12-06	TOTALS:					\$10,092.34	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232974		0		\$2503.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232975		0		\$1260.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232976		0		\$2248.62	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232977		0		\$1642.73	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232978		0		\$2111.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232979		0		\$1679.61	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232980		0		\$2482.57	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232981		0		\$2751.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232982		0		\$5161.23	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232983		0		\$6668.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232984		0		\$1220.51	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232985		0		\$1184.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232986		0		\$813.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232987		0		\$1207.34	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232988		0		\$1366.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232989	VOID	0		\$0.00	\$4,718.87
PAYROLL - 2024-12-19	12/19/2024	232990		0		\$1904.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232991		0		\$927.34	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232992		0		\$1223.29	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	232993		0		\$1988.82	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232994		0		\$2091.75	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232995		0		\$1764.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232996		0		\$1986.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232997		0		\$1712.09	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232998		0		\$2057.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	232999		0		\$1210.21	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233000		0		\$2178.36	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233001		0		\$4607.91	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233002		0		\$2389.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233003		0		\$87.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233004		0		\$1913.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233005		0		\$2896.57	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233006		0		\$1796.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233007		0		\$427.30	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233008		0		\$1025.18	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233009		0		\$1978.44	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233010		0		\$2066.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233011		0		\$10.55	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233012		0		\$622.34	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233013		0		\$1212.62	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233014		0		\$533.52	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233015		0		\$464.93	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233016		0		\$838.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233017		0		\$2947.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233018		0		\$911.64	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233019		0		\$1620.89	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233020		0		\$1869.54	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233021		0		\$1682.69	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233022		0		\$1214.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233023		0		\$1215.93	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233024		0		\$1839.76	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233025		0		\$2016.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233026		0		\$2181.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233027		0		\$525.94	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233028		0		\$1656.35	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233029		0		\$1755.92	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233030		0		\$2429.32	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233031		0		\$4639.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233032		0		\$2923.82	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233033		0		\$5859.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233034		0		\$4692.27	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233035		0		\$2144.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233036		0		\$2056.32	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233037		0		\$1714.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233038		0		\$1384.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233039		0		\$1551.88	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233040		0		\$1956.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233041		0		\$2783.78	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233042		0		\$1459.34	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233043		0		\$1540.61	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233044		0		\$5846.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233045		0		\$2358.42	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233046		0		\$1668.25	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233047		0		\$2072.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233048		0		\$1822.70	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233049		0		\$2363.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233050		0		\$1885.52	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233051		0		\$2346.60	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233052		0		\$1643.49	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233053		0		\$2867.00	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233054		0		\$2011.46	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233055		0		\$2050.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233056		0		\$1543.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233057		0		\$1493.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233058		0		\$2536.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233059		0		\$1802.35	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233060		0		\$2097.76	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233061		0		\$1934.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233062		0		\$1926.31	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233063	VOID	0		\$0.00	\$2,600.15
PAYROLL - 2024-12-19	12/19/2024	233064		0		\$1910.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233065		0		\$2239.76	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233066		0		\$1831.12	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233067	VOID	0		\$0.00	\$2,405.25
PAYROLL - 2024-12-19	12/19/2024	233068		0		\$2581.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233069		0		\$3416.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233070		0		\$1741.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233071		0		\$2081.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233072		0		\$173.53	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233073		0		\$173.53	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233074		0		\$156.24	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233075		0		\$99.69	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233076		0		\$7.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233077		0		\$11.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233078		0		\$1974.81	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233079		0		\$1008.95	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233080		0		\$1639.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233081		0		\$118.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233082		0		\$180.92	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233083		0		\$1951.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233084		0		\$118.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233085		0		\$11.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233086		0		\$299.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233087		0		\$167.32	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233088		0		\$62.76	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233089		0		\$228.91	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233090		0		\$2103.25	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233091		0		\$2608.57	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233092		0		\$11.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233093		0		\$762.24	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233094		0		\$1954.16	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233095		0		\$1770.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233096		0		\$121.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233097		0		\$2405.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233098		0		\$162.44	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233099		0		\$51.69	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233100		0		\$1701.16	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233101		0		\$928.84	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233102		0		\$225.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233103		0		\$233.78	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233104		0		\$804.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233105		0		\$11.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233106		0		\$11.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233107		0		\$3453.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233108		0		\$872.11	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233109		0		\$2713.78	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233110		0		\$2967.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233111		0		\$1844.30	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233112		0		\$2584.12	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233113		0		\$2039.60	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233114		0		\$2135.42	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233115		0		\$2316.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233116		0		\$3281.44	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233117		0		\$1942.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233118		0		\$1903.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233119		0		\$1855.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233120		0		\$2152.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233121		0		\$1466.09	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233122		0		\$2126.13	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233123		0		\$2173.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233124		0		\$2667.33	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233125		0		\$2004.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233126		0		\$2187.55	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233127		0		\$2334.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233128		0		\$1805.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233129		0		\$1034.20	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233130		0		\$2144.20	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233131		0		\$1868.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233132		0		\$2082.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233133	VOID	0		\$0.00	\$1,805.59
PAYROLL - 2024-12-19	12/19/2024	233134		0		\$1687.86	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233135		0		\$2272.48	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233136		0		\$1597.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233137		0		\$1723.61	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233138		0		\$1901.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233139		0		\$1209.58	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233140		0		\$2650.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233141		0		\$2098.09	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233142		0		\$906.36	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233143		0		\$3532.31	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233144		0		\$2155.73	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233145		0		\$4589.42	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233146		0		\$2584.31	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233147		0		\$5006.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233148		0		\$4726.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233149		0		\$2016.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233150		0		\$4531.64	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233151		0		\$3047.44	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233152		0		\$3367.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233153		0		\$3524.33	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233154		0		\$2547.99	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233155		0		\$3715.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233156		0		\$3835.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233157		0		\$4770.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233158		0		\$5783.88	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233159	VOID	0		\$0.00	\$5,101.51
PAYROLL - 2024-12-19	12/19/2024	233160	VOID	0		\$0.00	\$3,047.67
PAYROLL - 2024-12-19	12/19/2024	233161		0		\$4115.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233162		0		\$2550.55	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233163		0		\$3266.96	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233164		0		\$5332.51	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233165		0		\$4082.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233166		0		\$3356.87	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233167		0		\$4477.96	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233168		0		\$4329.47	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233169		0		\$3571.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233170		0		\$3438.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233171		0		\$4307.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233172		0		\$2373.04	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233173		0		\$3166.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233174		0		\$3342.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233175		0		\$4450.92	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233176		0		\$3327.12	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233177		0		\$3824.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233178		0		\$1899.96	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233179		0		\$6367.18	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233180		0		\$1941.64	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233181		0		\$4736.10	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233182		0		\$3268.42	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233183		0		\$3388.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233184		0		\$2648.89	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233185		0		\$1455.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233186		0		\$1381.55	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233187		0		\$4998.18	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233188		0		\$4210.04	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233189		0		\$4715.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233190		0		\$3533.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233191		0		\$3837.88	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233192		0		\$2514.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233193		0		\$3147.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233194		0		\$2987.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233195		0		\$3977.32	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233196		0		\$3072.23	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233197		0		\$3506.74	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233198		0		\$2406.78	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233199		0		\$2600.52	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233200		0		\$5040.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233201		0		\$1813.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233202		0		\$4258.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233203		0		\$5456.30	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233204		0		\$3776.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233205		0		\$4025.61	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233206		0		\$3036.00	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233207		0		\$6212.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233208	VOID	0		\$0.00	\$2,933.42
PAYROLL - 2024-12-19	12/19/2024	233209		0		\$3907.05	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233210		0		\$2701.57	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233211		0		\$4226.30	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233212		0		\$2309.19	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233213		0		\$4552.16	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233214		0		\$3293.41	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233215		0		\$2375.69	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233216		0		\$2827.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233217		0		\$3489.00	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233218		0		\$4030.98	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233219		0		\$2556.98	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233220		0		\$2379.35	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233221		0		\$7078.51	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233222	VOID	0		\$0.00	\$3,459.29
PAYROLL - 2024-12-19	12/19/2024	233223	VOID	0		\$0.00	\$4,211.26
PAYROLL - 2024-12-19	12/19/2024	233224		0		\$2888.66	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233225		0		\$2897.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233226		0		\$2415.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233227	VOID	0		\$0.00	\$3,447.56
PAYROLL - 2024-12-19	12/19/2024	233228		0		\$3734.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233229		0		\$2692.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233230		0		\$3873.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233231	VOID	0		\$0.00	\$1,596.09
PAYROLL - 2024-12-19	12/19/2024	233232		0		\$2517.49	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233233	VOID	0		\$0.00	\$2,737.70
PAYROLL - 2024-12-19	12/19/2024	233234		0		\$2115.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233235		0		\$2787.58	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233236		0		\$2060.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233237	VOID	0		\$0.00	\$1,316.05
PAYROLL - 2024-12-19	12/19/2024	233238		0		\$2526.09	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233239		0		\$2812.27	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233240		0		\$4968.75	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233241		0		\$3378.62	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233242		0		\$2910.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233243		0		\$3038.46	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233244		0		\$1984.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233245	VOID	0		\$0.00	\$4,494.62
PAYROLL - 2024-12-19	12/19/2024	233246		0		\$5191.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233247		0		\$2745.32	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233248		0		\$4203.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233249		0		\$4785.15	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233250	VOID	0		\$0.00	\$3,051.31
PAYROLL - 2024-12-19	12/19/2024	233251		0		\$4506.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233252		0		\$1740.69	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233253		0		\$3860.78	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233254		0		\$2872.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233255		0		\$1761.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233256		0		\$4216.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233257		0		\$2104.30	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233258		0		\$3392.46	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233259		0		\$5651.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233260		0		\$3035.25	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233261		0		\$4644.82	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233262		0		\$3725.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233263		0		\$4391.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233264		0		\$3433.73	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233265		0		\$1541.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233266		0		\$3602.53	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233267		0		\$1694.12	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233268		0		\$4167.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233269		0		\$3145.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233270		0		\$4344.51	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233271		0		\$3839.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233272	VOID	0		\$0.00	\$3,145.21
PAYROLL - 2024-12-19	12/19/2024	233273		0		\$3022.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233274		0		\$1900.94	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233275		0		\$4466.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233276		0		\$2816.79	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233277		0		\$3411.66	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233278		0		\$4016.21	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233279		0		\$2477.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233280		0		\$2949.10	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233281		0		\$5299.86	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233282		0		\$2454.59	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233283		0		\$3256.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233284		0		\$1589.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233285		0		\$4727.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233286		0		\$4268.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233287		0		\$5109.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233288		0		\$2374.91	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233289		0		\$3003.01	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233290		0		\$2766.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233291		0		\$3100.60	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233292		0		\$3197.33	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233293		0		\$1441.33	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233294		0		\$2644.87	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233295		0		\$1677.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233296		0		\$3481.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233297		0		\$3022.15	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233298		0		\$3903.74	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233299		0		\$2608.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233300		0		\$4712.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233301		0		\$2532.60	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233302		0		\$850.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233303		0		\$4720.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233304		0		\$3360.54	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233305		0		\$3136.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233306		0		\$3592.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233307		0		\$4624.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233308		0		\$3002.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233309		0		\$3214.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233310	VOID	0		\$0.00	\$2,122.01
PAYROLL - 2024-12-19	12/19/2024	233311		0		\$3127.30	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233312		0		\$1542.52	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233313		0		\$1702.47	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233314		0		\$1483.41	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233315		0		\$3889.70	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233316		0		\$3813.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233317		0		\$1559.00	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233318		0		\$1999.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233319	VOID	0		\$0.00	\$2,252.38
PAYROLL - 2024-12-19	12/19/2024	233320		0		\$4049.21	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233321		0		\$6413.86	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233322		0		\$2171.20	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233323		0		\$1921.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233324		0		\$4096.47	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233325		0		\$6143.88	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233326		0		\$1167.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233327	VOID	0		\$0.00	\$4,995.34
PAYROLL - 2024-12-19	12/19/2024	233328		0		\$5034.49	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233329		0		\$2827.46	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233330		0		\$1556.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233331		0		\$4391.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233332		0		\$1958.14	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233333		0		\$2425.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233334		0		\$3612.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233335		0		\$5020.98	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233336		0		\$3989.10	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233337		0		\$5995.70	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233338		0		\$2702.03	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233339		0		\$4615.69	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233340		0		\$3225.32	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233341		0		\$4729.69	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233342		0		\$3752.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233343		0		\$1478.61	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233344		0		\$2646.96	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233345		0		\$2951.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233346		0		\$5628.65	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233347		0		\$3814.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233348		0		\$2743.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233349		0		\$4204.30	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233350		0		\$1620.89	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233351		0		\$7314.67	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233352		0		\$8185.91	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233353		0		\$4838.19	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233354		0		\$2482.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233355		0		\$3199.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233356		0		\$4828.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233357		0		\$1827.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233358		0		\$4049.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233359		0		\$4419.52	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233360		0		\$3781.07	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233361		0		\$4485.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233362		0		\$490.12	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233363		0		\$3471.21	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233364		0		\$3090.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233365		0		\$1533.53	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233366		0		\$2294.08	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233367		0		\$2392.92	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233368		0		\$2579.83	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233369		0		\$2271.67	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233370		0		\$872.64	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233371		0		\$2369.63	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233372		0		\$2471.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233373		0		\$2439.56	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233374		0		\$1880.33	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233375		0		\$2248.27	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233376		0		\$2585.03	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233377		0		\$1890.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233378		0		\$1327.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233379		0		\$1649.64	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233380		0		\$1950.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233381		0		\$2295.23	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233382		0		\$2299.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233383		0		\$3336.09	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233384		0		\$1955.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233385		0		\$1940.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233386		0		\$3351.75	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233387		0		\$1959.84	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233388		0		\$2073.54	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233389		0		\$2209.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233390		0		\$1910.26	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233391		0		\$3009.62	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233392		0		\$1787.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233393		0		\$2460.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233394		0		\$2188.84	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233395		0		\$1670.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233396		0		\$1970.80	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233397		0		\$1808.81	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233398		0		\$2698.11	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233399		0		\$1146.15	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233400		0		\$2022.73	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233401		0		\$2417.74	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233402		0		\$1193.78	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233403		0		\$2435.35	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233404		0		\$3483.43	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233405		0		\$1766.58	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233406		0		\$1906.24	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233407		0		\$1978.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233408		0		\$1839.65	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233409		0		\$2109.52	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233410		0		\$1525.80	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233411		0		\$1751.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233412		0		\$2231.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233413		0		\$2901.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233414		0		\$2501.73	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233415		0		\$2398.91	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233416		0		\$1231.05	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233417		0		\$1745.05	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233418		0		\$2079.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233419		0		\$1810.10	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233420		0		\$1988.59	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233421		0		\$1878.88	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233422		0		\$2431.58	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233423		0		\$2684.57	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233424		0		\$1782.81	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233425		0		\$1683.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233426		0		\$2671.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233427		0		\$1239.17	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233428		0		\$2316.86	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233429		0		\$1931.32	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233430		0		\$1769.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233431		0		\$2098.99	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233432		0		\$1579.66	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233433		0		\$1942.63	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233434		0		\$3550.62	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233435		0		\$602.51	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233436		0		\$2277.29	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233437		0		\$1731.90	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233438		0		\$1932.19	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233439		0		\$1807.33	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233440		0		\$2244.42	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233441		0		\$1867.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233442		0		\$1926.13	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233443		0		\$1917.58	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233444		0		\$2425.79	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233445		0		\$1952.23	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233446		0		\$2528.48	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233447		0		\$2168.12	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233448		0		\$2665.94	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233449		0		\$2263.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233450		0		\$2240.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233451		0		\$3001.72	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233452	VOID	0		\$0.00	\$3,208.48
PAYROLL - 2024-12-19	12/19/2024	233453	VOID	0		\$0.00	\$1,339.75
PAYROLL - 2024-12-19	12/19/2024	233454		0		\$979.71	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233455		0		\$2383.25	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233456		0		\$1533.47	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233457		0		\$3074.37	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233458	VOID	0		\$0.00	\$1,539.80
PAYROLL - 2024-12-19	12/19/2024	233459	VOID	0		\$0.00	\$1,987.55
PAYROLL - 2024-12-19	12/19/2024	233460	VOID	0		\$0.00	\$1,782.94
PAYROLL - 2024-12-19	12/19/2024	233461	VOID	0		\$0.00	\$2,144.29
PAYROLL - 2024-12-19	12/19/2024	233462	VOID	0		\$0.00	\$3,344.23
PAYROLL - 2024-12-19	12/19/2024	233463	VOID	0		\$0.00	\$3,625.79
PAYROLL - 2024-12-19	12/19/2024	233464	VOID	0		\$0.00	\$2,508.41
PAYROLL - 2024-12-19	12/19/2024	233465	VOID	0		\$0.00	\$3,033.72
PAYROLL - 2024-12-19	12/19/2024	233466	VOID	0		\$0.00	\$1,937.70
PAYROLL - 2024-12-19	12/19/2024	233467	VOID	0		\$0.00	\$1,642.73
PAYROLL - 2024-12-19	12/19/2024	233468	VOID	0		\$0.00	\$2,224.71
PAYROLL - 2024-12-19	12/19/2024	233469	VOID	0		\$0.00	\$1,828.61
PAYROLL - 2024-12-19	12/19/2024	233470	VOID	0		\$0.00	\$2,007.19
PAYROLL - 2024-12-19	12/19/2024	233471	VOID	0		\$0.00	\$2,161.17
PAYROLL - 2024-12-19	12/19/2024	233472	VOID	0		\$0.00	\$2,159.69
PAYROLL - 2024-12-19	12/19/2024	233473	VOID	0		\$0.00	\$1,850.38
PAYROLL - 2024-12-19	12/19/2024	233474	VOID	0		\$0.00	\$4,258.10
PAYROLL - 2024-12-19	12/19/2024	233475	VOID	0		\$0.00	\$1,608.09
PAYROLL - 2024-12-19	12/19/2024	233476	VOID	0		\$0.00	\$1,766.69
PAYROLL - 2024-12-19	12/19/2024	233477	VOID	0		\$0.00	\$2,136.49
PAYROLL - 2024-12-19	12/19/2024	233478	VOID	0		\$0.00	\$3,113.41
PAYROLL - 2024-12-19	12/19/2024	233479	VOID	0		\$0.00	\$1,552.93
PAYROLL - 2024-12-19	12/19/2024	233480	VOID	0		\$0.00	\$1,238.76
PAYROLL - 2024-12-19	12/19/2024	233481	VOID	0		\$0.00	\$1,978.64
PAYROLL - 2024-12-19	12/19/2024	233482	VOID	0		\$0.00	\$2,628.55
PAYROLL - 2024-12-19	12/19/2024	233483	VOID	0		\$0.00	\$2,385.75
PAYROLL - 2024-12-19	12/19/2024	233484	VOID	0		\$0.00	\$2,204.32
PAYROLL - 2024-12-19	12/19/2024	233485	VOID	0		\$0.00	\$2,405.84

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233486	VOID	0		\$0.00	\$2,501.29
PAYROLL - 2024-12-19	12/19/2024	233487	VOID	0		\$0.00	\$2,656.46
PAYROLL - 2024-12-19	12/19/2024	233488	VOID	0		\$0.00	\$3,329.38
PAYROLL - 2024-12-19	12/19/2024	233489	VOID	0		\$0.00	\$2,122.69
PAYROLL - 2024-12-19	12/19/2024	233490	VOID	0		\$0.00	\$2,438.31
PAYROLL - 2024-12-19	12/19/2024	233491	VOID	0		\$0.00	\$3,177.87
PAYROLL - 2024-12-19	12/19/2024	233492	VOID	0		\$0.00	\$1,678.45
PAYROLL - 2024-12-19	12/19/2024	233493	VOID	0		\$0.00	\$5,148.55
PAYROLL - 2024-12-19	12/19/2024	233494		0		\$1660.17	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233495		0		\$3357.09	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233496	VOID	0		\$0.00	\$3,250.80
PAYROLL - 2024-12-19	12/19/2024	233497		0		\$6405.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233498		0		\$2688.81	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233499		0		\$2334.15	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233500		0		\$2297.79	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233501		0		\$2271.38	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233502		0		\$2939.62	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233503		0		\$1878.77	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233504		0		\$3414.03	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233505		0		\$2152.93	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233506	VOID	0		\$0.00	\$2,337.91
PAYROLL - 2024-12-19	12/19/2024	233507	VOID	0		\$0.00	\$1,289.52
PAYROLL - 2024-12-19	12/19/2024	233508	VOID	0		\$0.00	\$3,890.56
PAYROLL - 2024-12-19	12/19/2024	233509	VOID	0		\$0.00	\$2,266.98
PAYROLL - 2024-12-19	12/19/2024	233510		0		\$1558.02	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233511		0		\$3128.03	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233512		0		\$3090.68	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233513		0		\$4391.97	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233514		0		\$3202.86	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233515		0		\$5109.76	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233516		0		\$1406.36	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233517		0		\$2614.01	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233518		0		\$3259.40	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233519		0		\$998.86	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233520		0		\$3184.57	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233521		0		\$1957.35	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233522		0		\$1211.34	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233523	VOID	0		\$0.00	\$2,116.35
PAYROLL - 2024-12-19	12/19/2024	233524		0		\$1985.61	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233525	VOID	0		\$0.00	\$1,975.14
PAYROLL - 2024-12-19	12/19/2024	233526	VOID	0		\$0.00	\$211.48
PAYROLL - 2024-12-19	12/19/2024	233527	VOID	0		\$0.00	\$1,194.46
PAYROLL - 2024-12-19	12/19/2024	233528	VOID	0		\$0.00	\$1,762.61
PAYROLL - 2024-12-19	12/19/2024	233529		0		\$2.91	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233530		0		\$902.81	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233531		0		\$2114.39	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233532		0		\$872.28	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233533		0		\$1062.93	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233534		0		\$1796.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233535		0		\$198.74	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233536		0		\$218.41	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233537		0		\$2940.47	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233538		0		\$1451.48	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233539		0		\$825.79	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233540		0		\$1937.46	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233541		0		\$1416.85	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233542		0		\$94.95	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233543		0		\$2054.09	\$0.00

Payroll Direct Deposits / Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT	VOID AMT
PAYROLL - 2024-12-19	12/19/2024	233544		0		\$1506.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233545		0		\$929.11	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233546		0		\$614.15	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233547		0		\$1556.00	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233548		0		\$522.22	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233549		0		\$1417.75	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233550		0		\$1540.36	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233551		0		\$657.06	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233552		0		\$2001.04	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233553		0		\$879.36	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233554		0		\$125.45	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233555		0		\$527.81	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233556		0		\$374.50	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233557		0		\$192.00	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233558		0		\$453.84	\$0.00
PAYROLL - 2024-12-19	12/19/2024	233559		0		\$43221.79	\$0.00
PAYROLL - 2024-12-19	TOTALS:					\$1,337,655.99	\$170,394.80
					Grand Total	\$2,675,252.17	\$413,545.58

Pension Checks 12/1/2024 - 12/31/2024

CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
PENSION - 2024-12-31	12/31/2024	6902	N	0		\$915.04
PENSION - 2024-12-31	12/31/2024	6903	N	0		\$856.89
PENSION - 2024-12-31	12/31/2024	6904	N	0		\$628.44
PENSION - 2024-12-31	12/31/2024	6905	N	0		\$1241.18
PENSION - 2024-12-31	12/31/2024	6906	N	0		\$646.21
PENSION - 2024-12-31	12/31/2024	6907	N	0		\$1620.53
PENSION - 2024-12-31	12/31/2024	6908	N	0		\$697.66
PENSION - 2024-12-31	12/31/2024	6909	N	0		\$939.48
PENSION - 2024-12-31	12/31/2024	6910	N	0		\$743.36
PENSION - 2024-12-31	12/31/2024	6911	N	0		\$1280.20
PENSION - 2024-12-31	12/31/2024	6912	N	0		\$404.67
PENSION - 2024-12-31	12/31/2024	6913	N	0		\$1534.50
PENSION - 2024-12-31	12/31/2024	6914	N	0		\$577.80
PENSION - 2024-12-31	12/31/2024	6915	N	0		\$1116.78
PENSION - 2024-12-31	12/31/2024	6916	N	0		\$561.59
PENSION - 2024-12-31	12/31/2024	6917	N	0		\$470.90
PENSION - 2024-12-31	12/31/2024	6918	N	0		\$1033.92
PENSION - 2024-12-31	12/31/2024	6919	N	0		\$1313.85
PENSION - 2024-12-31	12/31/2024	6920	N	0		\$1091.82
PENSION - 2024-12-31	12/31/2024	6921	N	0		\$1901.37
PENSION - 2024-12-31	12/31/2024	6922	N	0		\$507.06
PENSION - 2024-12-31	TOTALS:					\$20,083.25
					Grand Total	\$20,083.25



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Items of Business

Strategic Priority I - High Performance Government

Subject:

Resolution No. 2025-14, Amending the 2025-2030 Six-Year Transportation Improvement Program

Department/Office
Public Works

Ordinance/Resolution Number:
2025-14

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-14, amending the 2025-2030 Six-Year Transportation Improvement Program as provided therein.

Summary:

State law requires local jurisdictions to prepare and adopt a six-year Transportation Improvement Program (TIP). On June 4, 2024, Richland City Council adopted Resolution No. 2024-76, adopting the 2025-2030 TIP. The document now needs amending to reflect new transportation projects and to update existing transportation projects prior to receiving state or federal funding.

Adding and modifying projects on the 2025-2030 TIP requires Council action. Earlier on tonight's agenda, Council considered a number of grant agreements to support the projects in the updated TIP. The projects are:

1. South George Washington Way Pavement Preservation Project. The project will resurface George Washington Way from Columbia Point Drive to Bradley Boulevard and successfully received grant funding from the Washington State Department of Transportation (WSDOT) National Highway System Asset Management Program.
2. George Washington Way Sidewalk Improvements. The project adds sidewalk and slope stabilization on the east side of George Washington Way from Comstock Street to Bradley Boulevard and successfully received grant funding from the Washington State Transportation Improvement Board (TIB) Active Transportation Program.
3. Systemic Stop-Controlled Intersection Safety Improvements Project - Phase 2. The project will install mini-roundabouts at Canyon Street and the Bellerive Drive/Satus Street intersection, and at the Thayer Drive and Symons Street intersection, and will also install advanced intersection warning systems at the Steptoe Street/Canyon Street intersection and the Columbia Park Trail/Leslie Road intersection. The project successfully received grant funding from the WSDOT City Safety Program.
4. Duportail Street Improvements Project (including Duportail/Kennedy intersection improvements, Duportail/Driveway intersection improvements, and Queensgate Drive and Duportail Street intersection improvements). This project received grant funding from the TIB Urban Arterial Program and will install roundabouts at Kennedy Road and Vintner Square driveway intersections, install access control medians between the roundabouts, and add lanes and signalization enhancements at Queensgate Drive.

As required by state law, notice was duly published to take public testimony on the proposed 2025-2030 TIP amendments at a public hearing held by the Richland City Council on January 21, 2025.

Staff recommends adoption of Resolution No. 2025-14.

Fiscal Impact: None.

Attachments:

- I. Resolution No. 2025-14

RESOLUTION NO. 2025-14

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
AMENDING THE 2025-2030 SIX-YEAR TRANSPORTATION
IMPROVEMENT PROGRAM.**

WHEREAS, RCW 35.77.010 requires local jurisdictions to prepare and adopt a perpetual six-year Transportation Improvement Program (TIP); and

WHEREAS, on June 4, 2024, Richland City Council adopted Resolution No. 2024-76, approving and adopting the 2025-2030 TIP; and

WHEREAS, new transportation projects and updates to existing transportation projects are required to be adopted into the TIP in order to receive federal or state funding; and

WHEREAS, the South George Washington Way Pavement Preservation Project, which resurfaces George Washington Way from Columbia Point Drive to Bradley Boulevard, successfully received grant funding from the Washington State Department of Transportation (WSDOT) National Highway System Asset Management Program; and

WHEREAS, the George Washington Way Sidewalk Improvements Project, which adds sidewalk and slope stabilization on the east side of George Washington Way from Comstock Street to Bradley Boulevard, successfully received grant funding from the Washington State Transportation Improvement Board (TIB) Active Transportation Program; and

WHEREAS, the Systemic Stop-Controlled Intersections Safety Improvements Project - Phase 2 successfully received grant funding from the WSDOT City Safety Program; and

WHEREAS, the Duportail/Kennedy Intersection Improvements, Duportail/Driveway Intersection Improvements, and Queensgate Drive and Duportail Street Intersection Improvements Projects, known collectively as the Duportail Street Improvements Project, received grant funding from the TIB Urban Arterial Program; and

WHEREAS, adding and modifying projects on the 2025-2030 TIP requires Council action which will facilitate WSDOT and TIB processes and the release of funding; and

WHEREAS, as required by state law, Richland City Council held a public hearing on January 21, 2025 to receive public input on the proposed amendment to the 2025-2030 Transportation Improvement Program; and

WHEREAS, the City's best interests are served by amending the 2025-2030 TIP to continue the required steps in delivery of the above-referenced projects.

This space intentionally left blank.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the 2025-2030 Six-Year Transportation Improvement Program is hereby amended as provided in **Exhibit A**, attached hereto and incorporated herein by this reference, to add or amend the following projects:

- Add South George Washington Way Pavement Preservation Project
- Add George Washington Way Sidewalk Improvements Project
- Modify Systemic Stop-Controlled Intersections Safety Improvements Project
- Modify Duportail/Kennedy Intersection Improvements Project
- Modify Duportail/Driveway Intersection Improvements Project
- Modify Queensgate Drive and Duportail Street Intersection Improvements Project.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

Six Year Transportation Improvement Program
From 2025 to 2030

Agency: Richland
County: Benton
MPO/RTPO: BFCG

Y InsideN Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	6	Systemic Stop-Controlled Intersections Safety Improvements Phase 2 Various to Install advance intersection warning system, mini roundabouts, curb extensions, signing, pavement markings, and additional traffic control.	WA-15794	06/04/24	06/04/24	01/21/25	2024-76	21	P S W		CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2025	HSIP	140,000		0	0	140,000
S	RW	2025	HSIP	100,000		0	0	100,000
S	CN	2026	HSIP	1,362,000		0	0	1,362,000
Totals				1,602,000		0	0	1,602,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	140,000	0	0	0	0
RW	100,000	0	0	0	0
CN	0	1,362,000	0	0	0
Totals	240,000	1,362,000	0	0	0

Six Year Transportation Improvement Program
From 2025 to 2030

Agency: Richland
County: Benton
MPO/RTPO: BFCG
Y Inside
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	13	Duportail/Kennedy Intersection Improvements Duportail Street Keene Road to 500 ft east of Kennedy Road Construct a roundabout at Duportail Street and Kennedy Road intersection, and associated signage, pavement markings, concrete median, curb, gutter, sidewalk, and streetlights from Keene Road to 500 ft east of Kennedy.	WA-11973	06/04/24	06/04/24	01/21/25	2024-76	03	C G P S T W	0.360	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2025		0	TIB	77,086	107,875	184,961
S	RW	2025		0	TIB	20,828	29,151	49,979
S	CN	2026		0	TIB	535,318	749,130	1,284,448
Totals				0		633,232	886,156	1,519,388

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	184,961	0	0	0	0
RW	49,979	0	0	0	0
CN	0	1,284,448	0	0	0
Totals	234,940	1,284,448	0	0	0

Six Year Transportation Improvement Program
From 2025 to 2030

Agency: Richland
County: Benton
MPO/RTPO: BFCG
Y Inside
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	15	Duportail/Driveway Intersection Improvement Duportail Street 500 ft west of Commercial Driveway to 850 ft east of Commercial Driveway Construct a roundabout at Duportail street and Vintner Square commercial driveway intersection, and associated signage, pavement markings, concrete median, curb, gutter, sidewalk, and streetlights on Duportail from 500 ft west to 850 ft east of the driveway.	WA-11974	06/04/24	06/04/24	01/21/25	2024-76	03	C G O P S T W	0.050	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2025		0	TIB	77,086	107,875	184,961
S	RW	2025		0	TIB	20,828	29,151	49,979
S	CN	2026		0	TIB	535,318	749,130	1,284,448
Totals				0		633,232	886,156	1,519,388

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	184,961	0	0	0	0
RW	49,979	0	0	0	0
CN	0	1,284,448	0	0	0
Totals	234,940	1,284,448	0	0	0



Six Year Transportation Improvement Program

From 2025 to 2030

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	16	Queensgate Drive and Duportail Street Intersection Improvements Queensgate Drive Duportail Street to Duportail Street Widen Queensgate and Duportail at the intersection to add turn lanes and upgrade intersection signals.	WA-15097	06/04/24	06/04/24	01/21/25	2024-76	03	P S W	0.210	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2025		0	TIB	38,542	53,937	92,479
S	RW	2025		0		0	12,825	12,825
S	CN	2026		0	TIB	267,659	374,565	642,224
Totals				0		306,201	441,327	747,528

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	92,479	0	0	0	0
RW	12,825	0	0	0	0
CN	0	642,224	0	0	0
Totals	105,304	642,224	0	0	0

Six Year Transportation Improvement Program
From 2025 to 2030

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	44	South George Washington Way Pavement Preservation George Washington Way Columbia Point Drive to Bradley Boulevard Hot mix asphalt mill and overlay, pavement repair, pavement markings, curb, gutter, and ADA curb ramps on George Washington Way from the south side of the Columbia Point/Adams Drive intersection to the north side of the Bradley Boulevard intersection.	WA-16349	01/21/25				05		0.520	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2025	NHPP	60,000		0	0	60,000
S	CN	2026	NHPP	1,247,000		0	0	1,247,000
Totals				1,307,000		0	0	1,307,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	60,000	0	0	0	0
CN	0	1,247,000	0	0	0
Totals	60,000	1,247,000	0	0	0

Six Year Transportation Improvement Program

From 2025 to 2030

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	45	George Washington Way Sidewalk Improvements George Washington Way Comstock Street to Bradley Boulevard Construct concrete sidewalk, slope stabilization, streetlights, and signage on George Washington Way from Comstock Street to Bradley Boulevard.	WA-16350	01/21/25				28	P	0.270	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2025		0	TIB	140,458	35,114	175,572
S	CN	2026		0	TIB	897,368	224,342	1,121,710
Totals				0		1,037,826	259,456	1,297,282

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	175,572	0	0	0	0
CN	0	1,121,710	0	0	0
Totals	175,572	1,121,710	0	0	0

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Richland	18,094,140		6,010,491	6,255,470	30,360,101



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Items of Business

Strategic Priority 4 - Quality of Life

Subject:

Resolution No. 2025-15, Adopting the 2025-2029 Consolidated Plan for the Community Development Block Grant (CDBG) Program and the HOME Investment Partnership Program

Department/Office
Development Services

Ordinance/Resolution Number:
2025-15

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-15, approving and adopting the 2025-2029 Consolidated Plan for the Community Development Block Grant (CDBG) Program and the HOME Investment Partnership Program.

Summary:

The Tri-Cities HOME Consortium is a partnership between the cities of Kennewick, Pasco, and Richland to provide housing assistance programs for low- to moderate-income residents with funds provided by the U.S. Department of Housing and Urban Development (HUD). The Consortium was originally established in 1996, and Richland serves as the lead entity.

The 2025-2029 Consolidated Plan (the "Plan") for Kennewick, Richland and Pasco is a plan required of the Tri-Cities HOME Consortium to continue receiving HOME Investment Partnership Program (HOME) funding from HUD, and for the City of Richland to continue receiving Community Development Block Grant (CDBG) funding.

The Plan establishes goals, objectives and strategies to address priority needs of lower income persons over the next five (5) years. The Plan identifies local priorities to implement HUD's national objectives for the CDBG and HOME programs. Over the next five (5) years, the Consortium is expected to receive approximately \$5,262,845 in HOME funds, and the City of Richland is expected to receive \$1,475,000 in CDBG funds.

The City of Richland, as lead agency for the Tri-Cities HOME Consortium, is responsible for giving final local approval to the Plan. All three cities held public hearings on the proposed 2025-2029 Consolidated Plan as required. The cities of Kennewick and Pasco each support adoption of the proposed 2025-2029 Consolidated Plan.

Staff recommends adoption of Resolution No. 2025-15.

Fiscal Impact:

Over the next five (5) years, the Consortium is expected to receive \$5,262,845 in HOME funds, and the City of Richland is expected to receive \$1,475,000 in CDBG funds.

Attachments:

1. Resolution No. 2025-15
2. CDBG/HOME 2025-2029 Consolidated Plan - Staff Presentation
3. CDBG/HOME 2025-2029 Consolidated Plan

RESOLUTION NO. 2025-15

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
ADOPTING THE 2025-2029 TRI-CITIES CONSOLIDATED PLAN.**

WHEREAS, the Tri-Cities HOME Consortium is an interlocal partnership between the cities of Kennewick, Pasco, and Richland to provide housing assistance programs for low- to moderate-income residents with funds provided by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Tri-Cities HOME Consortium was originally established in 1996, and the City of Richland serves as the lead entity; and

WHEREAS, the 2025-2029 Tri-Cities Consolidated Plan is a plan required of the Tri-Cities HOME Consortium to continue receiving HOME Investment Partnership Program funding and Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development; and

WHEREAS, the Tri-Cities HOME Consortium has properly advertised and sought community input on community essential needs for consideration in the proposed 2025-2029 Consolidated Plan; and

WHEREAS, a public hearing was duly advertised and held on January 21, 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the 2025-2029 Tri-Cities Consolidated Plan is hereby approved and adopted.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



**Community Development Block Grant (CDBG)
and
HOME Investment Partnerships Program (HOME)
2025-2029 Consolidated Plan**

PURPOSE

The purpose of the CDBG and HOME program is to provide at least one of the three (3) outcomes to the community:

- Affordable housing
- Economic opportunities
- Suitable living environments



REQUIREMENTS TO RECEIVE CDBG-HOME FUNDING

- Adopt 5- Year Consolidated Plan
 - Outlines needs, priorities and strategies
- Solicit input from community stakeholders



Planning Process

- Public Hearings (September 25, 2024, and January 21, 2025)
- Solicitation for community input
 - Stakeholder Consultations
 - 47 unique organizations participated
 - occurred on September 5-6th and September 10-11th
 - Online Survey
 - 117 survey responses from community members
 - 27 agency responses



Planning Process

- The draft Consolidated Plan was published for public review and comments beginning on December 16, 2024
- Approved Consolidated Plan to be submitted to HUD after January 21, 2025, approval.



Anticipated Funding

- HOME Funds = \$5,262,845 for Kennewick, Richland and Pasco (2025-2029)
- CDBG Funds = \$1,475,000 for Richland (2025-2029)



Questions?

Richland, Pasco, Kennewick

**2025–2029 Tri-Cities
Consolidated Plan
Tri-Cities HOME Consortium**

TABLE OF CONTENTS

EXECUTIVE SUMMARY	4
ES-05 EXECUTIVE SUMMARY – 2 4 CFR 91.200(c), 91.220(b)	4
THE PROCESS	9
PR-05 LEAD & RESPONSIBLE AGENCIES - 91.200(b)	10
PR-10 CONSULTATION - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) AND 91.315(i)	11
PR-15 CITIZEN PARTICIPATION - 91.105, 91.115, 91.200(c) AND 91.300(c)	28
NEEDS ASSESSMENT	30
NA-05 OVERVIEW	30
NA-10 HOUSING NEEDS ASSESSMENT - 24 CFR 91.405, 24 CFR 91.205 (A,B,C)	33
NA-15 DISPROPORTIONATELY GREATER NEED: HOUSING PROBLEMS - 91.405, 91.205 (b)(2)	49
NA-20 DISPROPORTIONATELY GREATER NEED: SEVERE HOUSING PROBLEMS - 91.405, 91.205 (b)(2)	53
NA-25 DISPROPORTIONATELY GREATER NEED: HOUSING COST BURDENS - 91.405, 91.205 (b)(2)	57
NA-30 DISPROPORTIONATELY GREATER NEED: DISCUSSION - 91.205 (b)(2)	59
NA-35 PUBLIC HOUSING - 91.405, 91.205 (b)	61
NA-40 HOMELESS NEEDS ASSESSMENT - 91.405, 91.205 (c)	69
NA-45 NON-HOMELESS SPECIAL NEEDS ASSESSMENT - 91.405, 91.205 (b,D)	75
NA-50 NON-HOUSING COMMUNITY DEVELOPMENT NEEDS - 91.415, 91.215 (f)	80
HOUSING MARKET ANALYSIS	84
MA-05 OVERVIEW	84
MA-10 HOUSING MARKET ANALYSIS: NUMBER OF HOUSING UNITS - 91.410, 91.210(A)&(B)(2)	87
MA-15 HOUSING MARKET ANALYSIS: COST OF HOUSING - 91.410, 91.210(A)	93
MA-20 HOUSING MARKET ANALYSIS: CONDITION OF HOUSING - 91.410, 91.210(A)	97
MA-25 PUBLIC AND ASSISTED HOUSING - 91.410, 91.210(b)	101
MA-30 HOMELESS FACILITIES AND SERVICES - 91.410, 91.210(c)	105
MA-35 SPECIAL NEEDS FACILITIES AND SERVICES - 91.410, 91.210(d)	110
MA-40 BARRIERS TO AFFORDABLE HOUSING - 91.410, 91.210(e)	112
MA-45 NON-HOUSING COMMUNITY DEVELOPMENT ASSETS - 91.410, 91.210(f)	113
MA-50 NEEDS AND MARKET ANALYSIS DISCUSSION	121
MA-60 BROADBAND NEEDS OF HOUSING OCCUPIED BY LOW- AND MODERATE-INCOME HOUSEHOLDS - 91.210(A)(4), 91.310(A)(2)	123
MA-65 HAZARD MITIGATION - 91.210(A)(5), 91.310(A)(3)	125
STRATEGIC PLAN	126
SP-05 OVERVIEW	126
SP-10 GEOGRAPHIC PRIORITIES - 91.415, 91.215(A)(1)	127
SP-25 PRIORITY NEEDS - 91.415, 91.215(A)(2)	128
SP-30 INFLUENCE OF MARKET CONDITIONS - 91.415, 91.215(b)	135
SP-35 ANTICIPATED RESOURCES - 91.420(b), 91.215(A)(4), 91.220(c)(1,2)	137
SP-40 INSTITUTIONAL DELIVERY STRUCTURE - 91.415, 91.215(k)	140

SP-45 GOALS - 91.415, 91.215(A)(4).....	145
SP-50 PUBLIC HOUSING ACCESSIBILITY AND INVOLVEMENT - 91.415, 91.215(c).....	150
SP-55 STRATEGIC PLAN BARRIERS TO AFFORDABLE HOUSING - 91.415, 91.215(h).....	151
SP-60 HOMELESSNESS STRATEGY - 91.415, 91.215(d).....	152
SP-65 LEAD-BASED PAINT HAZARDS - 91.415, 91.215(i).....	154
SP-70 ANTI-POVERTY STRATEGY - 91.415, 91.215(j).....	155
SP-80 MONITORING - 91.230.....	156
ANNUAL ACTION PLAN	157
AP-15 EXPECTED RESOURCES - 91.420(b), 91.220(c)(1,2)	157
AP-20 ANNUAL GOALS AND OBJECTIVES - 91.420, 91.220(c)(3)&(e)	161
AP-35 PROJECTS - 91.420, 91.220(d)	163
AP-35 PROJECT SUMMARY	164
AP-50 GEOGRAPHIC DISTRIBUTION - 91.420, 91.220(f)	170
AP-55 AFFORDABLE HOUSING - 91.420, 91.220(g)	171
AP-60 PUBLIC HOUSING - 91.420, 91.220(h)	172
AP-65 HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES - 91.420, 91.220(i)	173
AP-75 BARRIERS TO AFFORDABLE HOUSING - 91.420, 91.220(j)	175
AP-85 OTHER ACTIONS - 91.420, 91.220(k).....	176
AP-90 PROGRAM SPECIFIC REQUIREMENTS - 91.420, 91.220(l)(1,2,4)	178
APPENDIX	181

EXECUTIVE SUMMARY

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

Each year the Tri-Cities (comprised of Richland, WA; Kennewick, WA; and Pasco, WA) receives federal funding from the U.S. Department of Housing and Urban Development (HUD) to support affordable housing and community development programs that primarily benefit low- and moderate-income people. This funding comes from the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME). In order to receive this funding, the Tri-Cities develops a Consolidated Plan every five years to outline the jurisdiction's funding strategy over the next five fiscal years. The Consolidated Plan incorporates information gathered through data analysis and consultation with a range of voices in the community—including Tri-Cities residents, low- and moderate-income people, and organizations that work with or have specific knowledge of needs facing low- and moderate-income communities—to identify the Tri-Cities' current housing and community development needs and outline the specific goals and expected outcome for the use of CDBG and HOME funds.

Each of the federal grant programs included in the Consolidated Plan (CDBG and HOME) has its own unique requirements, uses, and jurisdictional boundaries. In order to qualify for an investment of HOME funding, Richland, Pasco, and Kennewick partnered to form the Tri-Cities HOME Consortium ("the Consortium"), with Richland serving as the lead entity. Richland, Pasco, and Kennewick each receive their own annual CDBG allocations from HUD and develop separate Consolidated Plans to guide the use of these funds in their communities. This Consolidated Plan informs the use of the Tri-Cities' HOME allocation and Richland's CDBG allocation.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Tri-Cities anticipates receiving the following annual grant amount over the five-year period of the Consolidated Plan for program years 2025–2029.

- HOME: \$652,569.
- CDBG: \$295,000.

The Tri-Cities Consortium intends to use these funds to further three primary goals:

Goals	Description
1	Affordable Housing —The Consortium will work to preserve and expand the supply of affordable housing by funding activities such as homeowner and rental rehab. Additionally, the Consortium will support programs, such as tenant-based rental assistance and downpayment assistance to support low- and moderate-income households in obtaining and maintaining housing.

Goals	Description
2	Community and Economic Development —The Tri-Cities Consortium will support investments in low-income communities to ensure access to thriving, connected, and inclusive communities by funding activities such as public facility rehabilitation, community development, infrastructure improvements, and other non-housing public services.
3	Public Services —The Tri-Cities Consortium will support individuals and families by investing in housing and supportive services to increase self-sufficiency and wellbeing among low and moderate-income households in the Tri-Cities.

The Strategic Plan section of the Consolidated Plan provides more information on the Consortium’s goals, objectives, and specific strategies designed to make progress toward those goals.

3. Evaluation of past performance

The Tri-Cities Home Consortium has made significant steps toward accomplishing the goals outlined in the previous Consolidated Plan and Annual Action Plan. There continues to be strong relationships among community partners in implementing projects and building capacity. Listed below are the accomplishments made toward the Consortium’s 2020–2024 goals and the percentage of the goal that has been completed.

HOME

- HOME funds assisted 322 households with TBRA (161 percent).
- HOME funds assisted 13 households with direct financial assistance to homebuyers (20.63 percent).
- HOME funds rehabilitated 5 homeowner household units (5 percent).
- HOME funds added 29 homeowner housing units (n/a).

Richland CDBG

- CDBG funds assisted 2,710 persons with public service activities other than low/moderate income housing benefits (55.83 percent).
- CDBG funds supported the creation/retention of 16 jobs (100 percent).
- CDBG funds assisted 26,479 persons with public facility or infrastructure activities other than low/moderate income housing benefits (93.01 percent).
- CDBG funds rehabilitated 13 homeowner household units.

4. Summary of citizen participation process and consultation process

The Consortium followed the requirements for citizen participation outlined in the Tri-Cities Consortium Citizen Participation Plan, which requires each city to hold two public hearings regarding the use of CDBG funds and a 30-day public comment period upon publishing the draft. Additionally, the Citizen Participation Plan requires the Consortium to hold two public hearings regarding the use of HOME funds and a 30-day public comment period upon publishing the draft.

The Consortium held one public hearing on September 25, 2024, regarding the use of Consortium HOME funds and Richland CDBG funds. The Consortium will hold an additional hearing during the public comment period, which will occur from December 16, 2024, to January 21, 2025, regarding the use of CDBG and HOME funds.

In addition to the citizen participation process, the Consortium consulted with stakeholders and partners from agencies, organizations, and other groups that work directly with or have knowledge of the needs of low- and moderate-income people in the Tri-Cities. The Consortium distributed an online stakeholder survey and conducted eight consultation sessions on the topics of:

- Continuum of Care (CoC) and Homeless Services
- Public and Human Services
- Youth Services
- Special Needs Populations
- Public housing authorities (PHA) and Affordable Housing
- Economic Development
- Fair Housing
- Public Works

Between the stakeholder consultation sessions and online survey, the Consortium gathered input from 47 unique organizations in the development of the Consolidated Plan.

5. Summary of public comments

The Consortium did not receive comments during the public hearing held on September 25, 2024. The Consortium will update this section of the Consolidated Plan following the end of the written public comment period and the second public hearing.

6. Summary of comments or views not accepted and the reasons for not accepting them

The Consortium did not receive comments during the public hearing held on September 25, 2024. The Consortium will update this section of the Consolidated Plan following the end of the written public comment period and the second public hearing.

7. Summary

The Consolidated Plan provides an overview of housing and community development needs in the Tri-Cities. Listed below are the key takeaways synthesized from the data analysis and outreach process.

Housing Need, Condition, and Availability

- There has been a significant jump in affordable housing needs for every population in the past two years.
- Elderly households, renter households, extremely low-income households, certain racial groups (including African American and Asian households), and households in Pasco and Kennewick are more affected by housing problems than other community residents.

- A variety of factors, including mental health and substance use disorder needs, compound with housing problems to exacerbate housing instability. There is a need for mental health and substance use disorder supportive services to accompany housing services.
- Low vacancy rates and a limited supply of naturally affordable and accessible housing and assisted units create a need for new developments and rehabilitation of existing units.
- With a large portion of Consortium households living in a unit built prior to 1980, there is a need to inspect and possibly rehabilitate units with structural or health concerns.
- Low- and moderate-income households tend to live in older, more naturally affordable units, which puts them at a greater risk of housing problems.

Public Housing

- Public housing and voucher programs have low turnover of units and long wait lists, leaving many residents unserved by these programs.
- Voucher recipients often face additional barriers to obtaining housing, such as stringent inspection criteria on Section 8 units. Persons with physical disabilities have significant challenges finding accessible units.
- A sizable percentage of public housing residents and voucher recipients live in households with either a person with a disability or a senior, which indicates a need for more accessible housing units.
- There is an identified need to continue the maintenance and rehabilitation of public housing units in need of repair.

Homelessness, Supportive Services, and Shelter Facilities

- The housing and supportive service needs of households experiencing homelessness is greater than what can be provided with current resources in the Tri-Cities.
- Unsheltered homelessness increased in the community from 2022 to 2023, indicating a need for more housing and supportive services for that population.
- The current shelter capacity and resources are not sufficient to meet the needs of the community.
- There is a lack of transitional housing, shelters for specific populations, and low-barrier options observed by service providers.
- Stakeholders note that even with these services, they are seeing an increased demand for housing and supportive services that oftentimes outpaces provider capacity.
- There is a need for more mental health and substance use disorder services.

Non-Housing Community Development Needs

- Community members desire increased maintenance and new developments of community centers and recreation facilities.
- Street and sidewalk enhancement, particularly to improve connectivity and accessibility for pedestrians, is an identified need for community members and stakeholders.

Economic Development

- There exist notable barriers for residents in the workforce to obtain and maintain employment, such as lack of affordable housing and childcare costs.
- Increasing connectivity, both to transportation and job networks, will help qualified candidates obtain and maintain employment.
- The business and workforce community in the Tri-Cities is still feeling the effects of the COVID-19 pandemic.

Broadband

- While broadband availability has increased in the past five years, there still exists digital equity gaps among vulnerable groups, including seniors and people living with a disability.

Natural Hazards

- The Tri-Cities maintain a moderate risk of flooding, drought, and wildfires. However, the effects of natural hazards are amplified among low- and moderate-income populations who often have limited resources to flee dangerous conditions and recover quickly from severe weather events.

THE PROCESS

The Process consists of three sections:

- Lead and Responsible Agencies
- Consultation
- Citizen Participation

Together, these sections describe the nature and results of outreach efforts conducted during the development of the Consolidated Plan.

PR-05 Lead & Responsible Agencies - 91.200(b)

The PR-05 Lead & Responsible Agencies section of the Consolidated Plan identifies the agencies overseeing the development of the Consolidated Plan.

Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for the administration of each grant program and funding source.

Table 1—Responsible Agencies

Agency Role	Name	Department/Agency
CDBG Administrator	Richland	Development Services
HOME Administrator	Richland	Development Services

Narrative

As the lead entity for the Consortium, the City of Richland’s Development Services Department led the development of this Consolidated Plan, which outlines the city’s strategy for its CDBG allocation and the Consortium’s HOME allocation for the next five years. The City of Kennewick and the City of Pasco, as entitlement communities, supported the development of the Consolidated Plan and the administration of the HOME program.

Consolidated Plan Public Contact Information

City	Contact Information
Richland	Toni Lehman CDBG/HOME Administrator tlehman@ci.richland.wa.us (509) 942-7580
Pasco	Kristin Webb CDBG Administrator webbk@pasco-wa.gov (509) 543-5739
Kennewick	Kylie Peel Community Development Coordinator Kylie.Peel@ci.kennewick.wa.us (509) 585-4432

PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

Introduction

The PR-10 Consultation section of the Consolidated Plan summarizes the consultation process for the development of the Consolidated Plan.

The Consortium routinely coordinates with partner agencies and organizations in the administration, implementation, and evaluation of CDBG- and HOME-funded programs to meet the Consortium's Consolidated Plan goals and objectives. In the development of the 2025–2029 Consolidated Plan, the Consortium sought input from partners and stakeholders through consultation sessions and an online stakeholder survey.

The Consortium held six hybrid consultation sessions (hosted on September 5 and 6) and two virtual consultation sessions (hosted on September 10 and 11). Listed below are the session topics of each consultation session, which were well attended by community partners and agencies:

- CoC and Homeless Services
- Public and Human Services
- Youth Services
- Special Needs Populations
- PHA and Affordable Housing
- Economic Development
- Fair Housing
- Public Works

The online community survey through SurveyMonkey was open from August 15, 2024, to September 20, 2024. In that time, 27 stakeholders responded to the survey. The survey asked respondents to identify, rank, and provide commentary on community needs on the following topic areas:

- Affordable Housing
- Housing and Supportive Services
- Public Facilities and Infrastructure
- Human Services
- Fair Housing

Between both methods of outreach, the Consortium consulted with 47 unique organizations. Listed below are common themes stakeholders expressed across consultation sessions and survey results:

- Housing issues, including unaffordability and lack of available units, have worsened significantly since the previous Consolidated Planning process.
- Many available units are not accessible to people with physical disabilities or do not meet Section 8 inspection criteria, further limiting housing options.
- The demand for housing and supportive services, particularly mental health and substance use disorder services, is greater than the current capacity of service providers.

- Lack of connectivity, particularly in rural areas of the Consortium, exacerbates inequalities, particularly in hindering residents from obtaining and maintaining employment.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

Tri-Cities CDBG and HOME staff work with various nonprofit and governmental agencies during the planning, project proposal, and implementation stages of the programs. While the City of Richland is the lead entity, it relies heavily on the staff of the other two cities for support in the HOME program. Each city is responsible for all functions of its CDBG program. A primary strength of the Tri-Cities Consortium is the close working relationship between the cities and the departments charged with administering the HUD programs. In turn, agencies such as Benton Franklin Community Action Connections, Tri-Cities Development Council (TRIDEC), the Benton Franklin CoC, Benton Franklin Council of Governments, and several nonprofit agencies work in all three cities, improving the effectiveness of coordination and efficiencies. The fact that the three cities are in close proximity, with common issues and opportunities, provides a basis for cooperation and shared understanding.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Benton Franklin CoC (which is part of the Washington Balance of State [BoS] Continuum), managed by the Benton & Franklin Counties Department of Human Services, is the lead entity responsible for coordinating the homelessness response system in the Tri-Cities. Each of the three cities has voting membership within the CoC and collaborated with the CoC in drafting the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025). The plan includes the following principles intended to promote coordination across community partners and work to reduce homelessness in the community.

- **Efficacy**—Increase the efficacy of existing housing and service systems through coordination, collaboration, and communication between agencies for the benefit of the homeless population.
- **Flexibility**—Emphasize the ability of housing and services strategies to easily adapt to emerging trends and needs, both in the homeless population and in the housing market.
- **Sustainability**—Implement strategic distribution of available funding streams and identify and pursue additional funding sources.
- **Innovation**—Incorporate best practices, new research, and case studies.
- **Awareness**—Ensure that the community, through education and outreach, is a place where all are accepted.
- **Accountability**—Define success and collect accurate data about the problem and solutions while continually evaluating the system.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

The Benton & Franklin Counties Department of Human Services (CoC) is an active member of the Washington BoS Continuum (WA-501). The Emergency Solutions Grants (ESG) funds made available to the Tri-Cities are allocated from the Washington BoS. The ESG program coordination is conducted through the BoS Steering Committee on a policy level and through the Department of Commerce for administrative procedures. The Department of Commerce also staffs the Homeless Management Information System (HMIS), which is essentially statewide. While staff at the local nonprofit and county CoC level enter data in the HMIS, they also maintain the data and prepare periodic reports on program outcomes, which are readily accessible to the Tri-Cities Consortium. At least once a year, the Department consults with all ESG stakeholders to review performance standards and obtain their input on fund allocation proposals, policy plans, and administrative procedures.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

Table 2 lists all the agencies and organizations that provided input in the development of the Consolidated Plan. The Consortium sought input from all the required organization types for the Consolidated Plan through consultation sessions and an online stakeholder survey. Overall, the Consortium gathered input from 47 unique organizations.

Table 2—Agencies, groups, organizations who participated

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
1	Snipes H3	Housing Services— Children Services— Education Services— Employment	Housing Needs Assessment Non-Homeless Special Needs Market Analysis	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
2	Richland School District	Services—Education	Housing Needs Assessment Homeless Needs— Families with Children	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
3	Kennewick School District	Services—Education	Housing Needs Assessment Homeless Needs— Families with Children	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
4	Fourth Dimension Living	Other—Business Entity	Housing Needs Assessment Homelessness Strategy	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
5	Benton Franklin Health District	Services—Health Health Agency	Housing Needs Assessment Homelessness Strategy	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
6	Greater Health Now	Services—Health	Housing Needs Assessment	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
7	Senior Life Resources Northwest	Services—Elderly Persons Services—Persons with Disabilities	Housing Needs Assessment Non-Homeless Special Needs	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
8	Domestic Violence Services of Benton and Franklin Counties (DVSBF)	Housing Services—Victims of Domestic Violence	Housing Needs Assessment Non-Homeless Special Needs	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
9	Supportive Services for Veterans (Blue Mountain Action Council)	Housing Other—Services—Veterans Services—Homeless	Homelessness Needs—Veterans Non-Homeless Special Needs Homelessness Strategy	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
10	Benton County Human Services	Other Government—County	Housing Need Assessment Homelessness Needs—Veterans Market Analysis	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
11	Tri-Cities Chaplaincy	Other—Religious Organization	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
12	OIC of Washington	Other—Services—Veterans Services—Homeless	Housing Need Assessment Homelessness Needs—Veterans Non-Homeless Special Needs	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
13	Washington State 211	Services—Homeless Services—Health Services—Education Services—Employment	Housing Need Assessment Homelessness Strategy	Consultation	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
14	Lutheran Community Services	Housing Services— Children Services— Elderly Persons	Housing Need Assessment Non-Homeless Special Needs	Consultation Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
15	Washington Monitoring	Services—Employment Other—Services—Veterans Housing	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Consultation	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
16	Sent to Serve	Housing Services— Homeless	Homelessness Strategy Homeless Needs— Families with Children Homeless Needs— Chronically Homeless	Consultation	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
17	Habitat for Humanity	Housing	Housing Need Assessment Market Analysis	Consultation	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
18	Benton Franklin Community Action Connection	Services—Homeless Housing	Housing Need Assessment Homeless Needs—Chronically Homeless Homeless Needs—Families with Children Market Analysis	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
19	Benton Franklin Council of Governments	Regional Organization	Non-Housing Community Development Strategy Market Analysis	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
20	Tri-Cities Regional Chamber of Commerce	Business Leaders Regional Organization	Non-Housing Community Development Strategy Market Analysis	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
21	TRIDEC	Regional Organization Planning Organization	Non-Housing Community Development Strategy Market Analysis	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
22	Visit Tri-Cities	Regional Organization Planning Organization	Non-Housing Community Development Strategy Market Analysis	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
23	Port of Benton	Other Government—Local	Non-Housing Community Development Strategy Market Analysis	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
24	Benton and Franklin Counties Human Services Department	Services—Children CoC Services—Persons with Disabilities	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
25	Lourdes Behavioral Health	Services—Health Services—Homeless	Homelessness Strategy Market Analysis Homeless Needs— Families with Children	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
26	Pasco Public Works Department	Other Government—Local	Market Analysis Non-Housing Community Development Strategy	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
27	Pasco Parks and Recreation Department	Other Government—Local	Market Analysis Non-Housing Community Development Strategy	Consultation	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
28	Richland Public Works Department	Other Government—Local	Market Analysis Non-Housing Community Development Strategy	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.
29	Ben Franklin Transit	Planning Organization Regional Organization	Market Analysis Non-Housing Community Development Strategy	Consultation Survey	Provided input into the development of the Consortium’s Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
30	Kennewick Community and Development Services Department	Other Government—Local	Housing Need Assessment Lead-Based Paint (LBP) Strategy Anti-Poverty Strategy Non-Housing Community Development Strategy Market Analysis	Consultation Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
31	Richland Community and Development Services Department	Other Government—Local	Housing Need Assessment LBP Strategy Anti-Poverty Strategy Non-Housing Community Development Strategy Market Analysis	Consultation Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
32	Pasco Community Development Services Department	Other government—Local	Housing Need Assessment LBP Strategy Anti-Poverty Strategy Non-Housing Community Development Strategy Market Analysis	Consultation	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
33	Ben Franklin Legal Aid	Service-Fair Housing	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Consultation	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
34	City of Pasco Code Division	Other government—Local	Market Analysis Housing Need Assessment	Consultation Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
35	Northwest Fair Housing Alliance	Service-Fair Housing	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Consultation Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
36	Communities in Schools of Benton-Franklin	Services-Education	Non-Homeless Special Needs Non-Housing Community Development Strategy	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
37	Grace Clinic	Services-Health Services-Persons with Disabilities	Non-Homeless Special Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
38	Support, Advocacy & Resource Center	Services-Victims of Domestic Violence	Non-Homeless Special Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
39	Benton Rural Electric Association	Regional organization	Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
40	Retter & Co. Sotheby's	Business Leaders	Housing Need Assessment Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
41	Elijah Family Homes	Housing	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
42	Northwest Justice Project	Service-Fair Housing	Housing Need Assessment Non-Homeless Special Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
43	Ziply Fiber	Business Leaders	Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
44	Housing Authority of City of Pasco and Franklin County	PHA	Housing Need Assessment Public Housing Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
45	My Friends Place	Services-Homeless Services-Children	Housing Need Assessment Homelessness Needs— Unaccompanied Youth Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.

#	Agency/Group/ Organization	Agency/Group/Organization Type	Section of Plan Addressed	Method of Consultation	Anticipated Outcomes or Areas for Improved Coordination
46	The Arc of Tri-Cities	Services-Persons with Disabilities	Non-Homeless Special Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.
47	Benton-Franklin Juvenile Court	Other government—Local	Non-Homeless Special Needs Market Analysis	Survey	Provided input into the development of the Consortium's Consolidated Plan and Assessment of Fair Housing.

Identify any Agency Types not consulted and provide rationale for not consulting.

The Consortium did not exclude any agencies or organizations in the consultation process for the Consolidated Plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

The Consortium considered multiple local and regional planning efforts while developing the Consolidated Plan, which are listed in Table 3.

Table 3—Other Local/Regional/Federal Planning Efforts

Name of Plan	Lead Organization	How the Goals of the Strategic Plan Overlap with the Goals of Each Plan
Domestic Violence Services of Benton and Franklin Counties 2022 Annual Report	DVSBF	The Domestic Violence Services of Benton and Franklin Counties Annual Report provides information on the services provided to individuals and families seeking services, which informs the Consortium's goals and strategies.
Domestic Violence Services of Benton and Franklin Counties 2018 Annual Report	DVSBF	The Domestic Violence Services of Benton and Franklin Counties Annual Report provides information on the growth in services requested and provided to individuals and families seeking services, which informs the Consortium's goals and strategies.
Kennewick Housing Authority and Housing Authority of the City of Pasco and Franklin County 5-Year Plan (2024–2028)	Kennewick Housing Authority (KHA) and Housing Authority of the City of Pasco and Franklin County (HACPFC)	The KHA and HACPFC 5-Year Plan outlines the services provided by the PHAs and their goals for the next five years, which align with the Consortium's goals.
Tri-Cities HOME—American Rescue Plan Program (HOME-ARP) Allocation Plan (2023)	Richland, WA	The Tri-Cities HOME-ARP Allocation Plan describes the needs and services available to qualifying populations (including people experiencing or at risk of experiencing homelessness) in the Consortium. The information provided informs the Consortium's goals and strategies.

Name of Plan	Lead Organization	How the Goals of the Strategic Plan Overlap with the Goals of Each Plan
Risk and Protection Profile for Substance Abuse (Richland School District)	Washington State Department of Social and Health Services	The Risk and Protection Profile for Substance Abuse describes the characteristics and needs of people with substance use disorder, which informs the Consortium's goals and strategies.
Risk and Protection Profile for Substance Abuse (Kennewick School District)	Washington State Department of Social and Health Services	The Risk and Protection Profile for Substance Abuse describes the characteristics and needs of people with substance use disorder, which informs the Consortium's goals and strategies.
Risk and Protection Profile for Substance Abuse (Pasco School District)	Washington State Department of Social and Health Services	The Risk and Protection Profile for Substance Abuse describes the characteristics and needs of people with substance use disorder, which informs the Consortium's goals and strategies.
Benton and Franklin Counties 2022 Community Health Needs Assessment	Benton-Franklin Health District	The Community Health Needs Assessment describes health indicators in the Consortium and summarizes community input on health needs, including housing and supportive services. The information provided informs the Consortium's goals and strategies.
2022 Washington State HIV Surveillance Report	Washington State Department of Health	The Washington State HIV Surveillance Report provides information on the number and nature of people with HIV/AIDS in the Consortium. The information provided informs the Consortium's goals and strategies.
2023 HIV/AIDS Epidemiology Report and Community Profile	Public Health Seattle and King County	The HIV/AIDS Epidemiology Report and Community Profile describes the housing and service needs of people living with HIV/AIDS. The information provided informs the Consortium's goals and strategies.

Name of Plan	Lead Organization	How the Goals of the Strategic Plan Overlap with the Goals of Each Plan
City of Richland Comprehensive Plan 2017	Richland, WA	The Comprehensive Plan provides insight into the housing needs of the city and outlines the city's strategic housing and community development goals, which align with the Consolidated Plan goals.
City of Pasco Comprehensive Plan 2018–2038	Pasco, WA	The Comprehensive Plan provides insight into the housing needs of the city and outlines the city's strategic housing and community development goals, which align with the Consolidated Plan goals.
City of Kennewick Comprehensive Plan 2017–2037	City of Kennewick	The Comprehensive Plan provides insight into the housing needs of the city and outlines the city's strategic housing and community development goals, which align with the Consolidated Plan goals.
The Washington State Department of Commerce 2024 Housing Advisory Plan	The Washington State Department of Commerce	The Housing Advisory Plan provides information on the number of housing units needed in Benton and Franklin Counties to meet future demand. The information provided informs the Consortium's goals and strategies.
Benton and Franklin Counties Five-Year Plan to End Homelessness (2020–2025)	Benton and Franklin CoC	The Five-Year Plan to End Homelessness provides information on the institutional structure of the CoC and outlines strategic goals to reduce homelessness and improve service delivery in the Consortium. The goals outlined in the plan align with the Consolidated Plan goals.
Benton and Franklin Counties Five-Year Homeless Housing Plan Annual Report	Benton and Franklin CoC	The Five-Year Homeless Housing Plan Annual Report provides information on the institutional structure of the CoC, which informs the Consortium's goals.

Name of Plan	Lead Organization	How the Goals of the Strategic Plan Overlap with the Goals of Each Plan
HUD 2023 CoC Homeless Assistance Programs Housing Inventory Count Report	HUD	The Homeless Assistance Programs Housing Inventory Count Report provides information on the types and amounts of shelter beds available for people experiencing homelessness. The information provided informs the Consortium's goals and strategies.
The Benton-Franklin Council of Governments 2021–2025 Comprehensive Economic Development Strategy (CEDS)	The Benton-Franklin Council of Governments	The CEDS outlines strategic goals to promote economic development in the Consortium. These goals align with the Consolidated Plan goals.
The Tri-City Regional Chamber of Commerce 2023 Annual Report	The Tri-City Regional Chamber of Commerce	The Annual Report provides information on initiatives and programs supported by the Chamber of Commerce. The information provided informs the Consortium's goals and strategies.
2023 Benton County Broadband and Digital Access Plan	The Benton-Franklin Council of Governments	The Broadband and Digital Access Plan outlines the connectivity needs of Tri-Cities populations. The information provided informs the Consortium's goals and strategies.
2023 Franklin County Broadband and Digital Access Plan	The Benton-Franklin Council of Governments	The Broadband and Digital Access Plan outlines the connectivity needs of Tri-Cities populations. The information provided informs the Consortium's goals and strategies.
Benton County Natural Hazard Mitigation Plan (2019)	Benton County, WA	The Natural Hazard Mitigation Plan describes the risks of natural disasters and community needs in the Tri-Cities. The information provided informs the Consortium's goals and strategies.

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

In the development of the Consolidated Plan, the Consortium consulted numerous public entities, including working closely with other member jurisdictions of the Consortium. During the consultation process, the Consortium gathered input from public entities, including:

- Benton and Franklin Counties Human Services Department.
- Pasco Public Works Department.
- Pasco Parks and Recreation Department.
- Richland Public Works Department.
- Kennewick Community and Development Services Department.
- Richland Community and Development Services Department.
- Pasco Community Development Services Department.
- City of Pasco Code Division.
- Richland School District.
- Kennewick School District.
- Benton Franklin Health District.
- Benton County Human Services.
- Benton Franklin Council of Governments.

PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)

The PR-15 Citizen Participation section of the Consolidated Plan outlines the methods and results of citizen participation in the development of the Consolidated Plan.

Summary of citizen participation process/Efforts made to broaden citizen participation

The Consortium followed the requirements for citizen participation outlined in the Tri-Cities Consortium Citizen Participation Plan, which requires each city to hold two public hearings regarding the use of CDBG funds and a 30-day public comment period upon publishing the draft. Additionally, the Citizen Participation Plan requires the Consortium to hold two public hearings regarding the use of HOME funds and a 30-day public comment period upon publishing the draft.

The Consortium held one public hearing on September 25, 2024, regarding the use of Consortium HOME funds and Richland CDBG funds. The Consortium will hold an additional hearing during the public comment period, which will occur from December 16, 2024, to January 21, 2025, regarding the use of CDBG and HOME funds.

Summarize citizen participation process and how it impacted goal setting.

Through the consultation process, there was significant effort made to proactively receive feedback from persons with disabilities, non-English speaking persons, and minorities.

Through the citizen participation process, efforts were made to encourage public comments through public hearings and the public comment period in the following ways:

- An ad in the Tri-City Herald.
- An ad in the Tu Decides.
- Announcements on each city's website and Facebook page.
- An announcement at a CoC meeting.
- Physical Consolidated Plan copies in lobbies of public buildings, including the KHA and public libraries.
- Promotion during stakeholder consultation sessions.

Citizen Participation Outreach

Table 4 summarizes citizen participation and outreach efforts.

Table 4—Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons
1	Other: Public hearing held on September 25, 2024	Non-targeted/broad community	No comments were received	No comments were received	No comments were received
2	Other: Public hearing during public comment period (date TBD)	-	-	-	-
3	Newspaper ad published on August 18, 2024, and August 25, 2024	Non-targeted/broad community	No comments were received	No comments were received	No comments were received

NEEDS ASSESSMENT

NA-05 Overview

Needs Assessment Overview

The Needs Assessment is comprised of six sections:

- Housing Needs Assessment
- Disproportionately Greater Need
- Public Housing
- Homeless Needs Assessment
- Non-Homeless Special Needs Assessment
- Non-Housing and Community Development Needs

Together, these sections present key housing and community development needs of low- and moderate-income people in the Tri-Cities HOME Consortium. The needs identified in this section inform the Strategic Plan, which outlines how the Consortium will use its CDBG and HOME funds over the next five years.

The Needs Assessment utilizes two primary data sources: data from the U.S. Census Bureau's American Community Survey (ACS) and custom tabulations of ACS data called the Comprehensive Housing Affordability Strategy (CHAS) data. The Consortium analyzed the most recent data sets available at the time of drafting for both sources, which were the 2016–2020 five-year CHAS estimates and the 2018–2022 ACS five-year estimates. In addition, the Consortium facilitated consultation sessions with partner agencies and organizations and distributed online stakeholder and community surveys to better understand current trends impacting the region. Finally, the Consortium analyzed information from other available sources, such as local reports, plans, and studies.

Definition of Low- and Moderate-Income Households

HOME and CDBG funds programs principally benefit low- and moderate-income households. A household is defined as all the people who occupy one housing unit, which includes families, unrelated people such as roommates, and people living alone.

The low- and moderate-income levels for a particular community are determined by the area median income (AMI) of that specific place. Households earning less than 80 percent of the AMI are considered moderate-income. Households earning less than 50 percent AMI are considered low-income, and households earning less than 30 percent AMI are considered extremely low-income. Throughout the Consolidated Plan, the term "low- and moderate-income" is used to describe all households earning less than 80 percent AMI.

Table 5 presents the 2024 low- and moderate-income limits for the Kennewick-Richland Metropolitan Statistical Area (MSA), which covers Kennewick, Richland, and Pasco. For example, a four-person household is considered low- to moderate-income if they earned less than \$79,900 annually.

Table 5—Kennewick-Richland, WA MSA HUD Income Limits (2024)

Income Category	1 Person in Household	2 People in Household	3 People in Household	4 People in Household	5 People in Household	6 People in Household
Extremely Low-Income (0–30% AMI)	\$21,000 Income Limit	\$24,000 Income Limit	\$27,000 Income Limit	\$29,950 Income Limit	\$32,350 Income Limit	\$34,750 Income Limit
Low-Income (30–50% AMI)	\$35,000 Income Limit	\$40,000 Income Limit	\$45,000 Income Limit	\$49,950 Income Limit	\$53,950 Income Limit	\$57,950 Income Limit
Moderate Income (50–80% AMI)	\$55,950 Income Limit	\$63,950 Income Limit	\$71,950 Income Limit	\$79,900 Income Limit	\$86,300 Income Limit	\$92,700 Income Limit

Data Source: 2024 HUD Income Limits Documentation.

Key Themes from the Needs Assessment

A summary of the major trends and needs of low- and moderate-income households within the Tri-Cities.

Demographics (2018–2022 ACS Estimates)

- 32 percent of residents identified as a race other than White.
- 34 percent of residents identified as Hispanic or Latino.
- 14 percent of residents lived with a disability.
- Single-family households comprised 15 percent of total households.
- 16 percent of residents are 65 years old or older.

Housing Needs

- There has been a significant jump in affordable housing needs for every population in the past two years.
- In 2020, 14 percent of households paid between 30–50 percent of their income on housing costs and 9 percent of households paid more than 50 percent of their income on housing costs.
- Elderly households, renter households, extremely low-income households, certain racial groups (including African American and Asian households), and households in Pasco and Kennewick are more affected by housing problems than other community residents.
- A variety of factors, including mental health and substance use disorder needs, compound with housing problems to exacerbate housing instability. There is a need for mental health and substance use disorder supportive services to accompany housing services.

Public Housing

- Public housing and voucher programs have low turnover of units and long wait lists, leaving many residents unserved by these programs.

- Voucher recipients often face additional barriers to obtaining housing, such as stringent inspection criteria on Section 8 units. Persons with physical disabilities have significant challenges finding accessible units.
- A sizable percentage of public housing residents and voucher recipients live in households with either a person with a disability or a senior, which indicates a need for more accessible housing units.

Homelessness and Supportive Services

- The housing and supportive service needs of households experiencing homelessness are greater than what can be provided with current resources in the Tri-Cities.
- Special populations, including people with disabilities, require additional and specialized supportive services.
- Unsheltered homelessness increased in the community from 2022 to 2023, indicating a need for more housing and supportive services for that population.
- There is a need for more mental health and substance use disorder services.

Non-Housing Community Development Needs

- Community members desire increased maintenance and new developments of community centers and recreation facilities.
- Street and sidewalk enhancement, particularly to improve connectivity and accessibility for pedestrians, is an identified need for community members and stakeholders.

NA-10 Housing Needs Assessment - 24 CFR 91.405, 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

The NA-10 Housing Needs Assessment section of the Consolidated Plan explores the characteristics of households in the Tri-Cities, including demographics, total households, and housing problems. Data for this section comes from 2018–2022 ACS and 2016–2020 CHAS estimates, which were the most recent data sets available at the time of drafting the Consolidated Plan.

Overall, the Tri-Cities experienced a significant jump in housing needs since 2020. In the wake of the COVID-19 pandemic, the housing and supportive services landscape changed throughout the Consortium. Stakeholders emphasized that the expiration of pandemic-era rental assistance programs left many households in unaffordable rental situations. From 2022 to 2024, median rents increased 20 percent in Kennewick, 15 percent in Richland, and 17 percent in Pasco (Zillow).

Additionally, the relaxing of the Washington State eviction moratorium, which prevented evictions for non-payment of rent and capped rent increases during its implementation, led to landlords significantly increasing rents for units. Coupled with an extremely low vacancy rate (5 percent in 2022) that allows landlords to be extremely selective with applicants, many households live in unaffordable or substandard conditions. While the median income in each city has increased 30 percent or more from 2012 to 2022, the rising cost of living negates much of that increase. As a result, it is no surprise that across stakeholder consultations and community surveys, affordable housing is identified as the most pressing need for Tri-Cities residents.

Housing Demographics

Population growth plays a key role in local demand for housing. Table 6 provides a high-level overview of the demographic change in the Tri-Cities from 2012 to 2022. In that span, the population increased 22 percent. Population growth was most rapid in Pasco, with an increase of 29 percent from 2012–2022. The growth rates for Kennewick and Richland were 14 percent and 25 percent, respectively. Additionally, the median income in Pasco increased the most (53 percent), while the median income in Kennewick and Richland increased by 37 percent and 30 percent, respectively.

Table 6—Housing Needs Assessment Demographics

Demographics	Base Year: 2012	Most Recent Year: 2022	% Change
Population (Tri-Cities)	182,220	221,964	22%
Households (Tri-Cities)	63,724	77,873	22%
Household Median Income (Richland)	\$68,744	\$89,283	30%
Household Median Income (Pasco)	\$49,220	\$75,316	53%
Household Median Income (Kennewick)	\$51,581	\$70,429	37%

Data Source: 2008–2012 Census (Base Year), 2018–2022 ACS (Most Recent Year).

Number of Households Table (by Income Level)

The income level and demographic makeup of Tri-Cities households provide insight into the nature of the low- and moderate-income population. Table 7 presents a breakdown of the types of households in the Consortium by income category in 2020. Of note, 39 percent of Tri-Cities households earned less than 80 percent AMI, qualifying them as low- and moderate-income. Most households (50 percent) earned more than 100 percent AMI. The most common family type was small family households (2–4 people), representing 43 percent of total households and 35 percent of low- and moderate-income households. Also, 33 percent of low- and moderate-income households included at least one person over the age of 62, and 22 percent of low- and moderate-income households included at least one child six years old or younger.

Table 7—Total Households Table

Household Type	0–30% AMI	>30– 50% AMI	>50– 80% AMI	>80– 100% AMI	>100% AMI
Total Households	7,945	8,215	13,285	8,160	37,175
Small-Family Households (2–4 People)	2,395	2,515	5,530	3,315	18,380
Large-Family Households (5+ People)	655	1,005	1,695	935	3,840
Household Contains at Least One Person 62–74 Years of Age	1,639	1,655	2,560	1,685	8,714
Household Contains at Least One Person Aged 75 or Older	1,014	1,630	1,345	1,165	2,650
Households With One or More Children 6 Years Old or Younger	1,479	1,735	3,205	1,804	6,125

Data Source: 2016–2020 CHAS.

Housing Needs Summary Tables

Instances of housing problems, as defined below, are indicators of housing need for particular household types and income levels. The following tables explore the number of households in the Consortium that experience specific types of housing problems that are captured in CHAS data and defined by HUD. HUD defines a housing problem as a household experiencing at least one of the following four conditions:

- The housing unit lacks complete kitchen facilities.
- The housing unit lacks complete plumbing facilities.
- The household is crowded (more than one person per room).
- The household is cost-burdened (the household spends between 30 percent and 50 percent of its income on housing costs).

CHAS also provides information on severe housing problems. HUD defines a severe housing problem as a household experiencing at least one of the following four conditions:

- The housing unit lacks complete kitchen facilities.
- The housing unit lacks complete plumbing facilities.

- The household is severely crowded (more than 1.5 people n per room).
- The household is severely cost-burdened (the household spends more than 50 percent of its income on housing costs).

Note that the tables below include a row titled “Zero/negative Income (and none of the above problems).” This means that the household did report income, meaning cost burden could not be computed. However, the household did not experience any of the other housing problems recognized by HUD. HUD does not consider zero income to be a housing problem.

1. Housing Problems by Tenure and Income

Tables 8.1 and 8.2 outline the number of households experiencing a housing problem by tenure (whether the household owns or rents their home) in the Consortium in 2020. Note that this table combines the lack of complete kitchen and plumbing facilities into one row, titled “Substandard Housing.” Of the housing problems identified in the table, housing cost burden and severe housing cost burden were the most common housing problems for renters and owners; 22 percent of total renter households experienced housing cost burden, while 17 percent experienced severe housing cost burden. Ten percent of owner households experienced housing cost burden, while 5 percent experienced severe housing cost burden. For both renter and owner households, the data indicates that severe housing cost burden was most prevalent in households earning 0–30 percent AMI (extremely low-income households).

Table 8.1—Housing Problems (Renter)

Housing Problem	0–30% AMI	>30–50% AMI	>50–80% AMI	>80–100% AMI	Total
Substandard Housing	155 households	270 households	85 households	70 households	640 households
Severely Overcrowded	90 households	145 households	210 households	25 households	525 households
Overcrowded	200 households	290 households	390 households	175 households	1,145 households
Severe Housing Cost Burden	3,125 households	985 households	195 households	10 households	4,355 households
Housing Cost Burden	655 households	2,600 households	1,970 households	245 households	5,660 households
Zero/Negative Income (and none of the above problems)	335 households	0 households	0 households	0 households	335 households

Data Source: 2016–2020 CHAS.

Table 8.2—Housing Problems (Owner)

Housing Problem	0–30% AMI	>30–50% AMI	>50–80% AMI	>80–100% AMI	Total
Substandard Housing	15 households	0 households	0 households	10 households	115 households
Severely Overcrowded	10 households	90 households	20 households	0 households	255 households
Overcrowded	40 households	84 households	290 households	60 households	825 households
Severe Housing Cost Burden	1,520 households	665 households	410 households	30 households	2,725 households
Housing Cost Burden	385 households	905 households	2,220 households	780 households	4,785 households
Zero/Negative Income (and none of the above problems)	180 households	0 households	0 households	0 households	180 households

Data Source: 2016–2020 CHAS.

2. Households with Severe Housing Problems by Tenure and Income

Tables 9.1 and 9.2 represent the number of households with severe housing problems in the Consortium in 2020. The data indicates that 38 percent of low- and moderate-income renter households and 23 percent of low- and moderate-income owner households experienced at least one severe housing problem. The majority of extremely low-income households, 67 percent of renters and 61 percent of owners, experienced at least one severe housing problem.

Table 9.1—Housing Problems Continued (Renter)

Number of Housing Problems	0–30% AMI	>30–50% AMI	>50–80% AMI	>80–100% AMI	Total
One or More of Four Severe Housing Problems	3,575 households	1,690 households	880 households	280 households	6,430 households
None of Four Severe Housing Problems	1,785 households	3,220 households	4,815 households	2,600 households	12,420 households

Data Source: 2016–2020 CHAS.

Table 9.2—Housing Problems Continued (Owner)

Number of Housing Problems	0–30% AMI	>30–50% AMI	>50–80% AMI	>80–100% AMI	Total
One or More of Four Severe Housing Problems	1,585 households	840 households	720 households	95 households	3,240 households
None of Four Severe Housing Problems	1,000 households	2,470 households	6,865 households	5,185 households	15,520 households

Data Source: 2016–2020 CHAS.

3. Housing Cost Burden by Household Type

Tables 10.1 and 10.2 show the number of cost-burdened renter and owner households that were considered low- and moderate-income in 2020 by family type. Overall, small families comprised the greatest share of housing cost burden across income level and tenure: 37 percent of renter households and 40 percent of owner households experiencing housing cost burden were small family households. Also, elderly households comprised the greatest share of housing cost burden instances among extremely low-income households (40 percent for renter households and 53 percent for owner households).

Table 10.1—Cost Burden > 30 Percent (Renter)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Small Related	255 households	920 households	880 households	2,055 households
Large Related	35 households	250 households	125 households	410 households
Elderly	315 households	610 households	109 households	1,034 households
Other	185 households	965 households	900 households	2,050 households
Total Need by Income	790 households	2,745 households	2,014 households	5,549 households

Data Source: 2016–2020 CHAS.

Table 10.2—Cost Burden > 30 Percent (Owner)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Small Related	69 households	375 households	1,005 households	1,449 households
Large Related	0 households	155 households	265 households	420 households
Elderly	215 households	395 households	700 households	1,310 households
Other	119 households	50 households	300 households	469 households

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Total Need by Income	403 households	975 households	2,270 households	3,648 households

Data Source: 2016–2020 CHAS.

4. Severe Housing Cost Burden by Household Type

Tables 11.1 and 11.2 show the number of severely cost-burdened renter and owner households that were considered low- and moderate-income in 2020 by family type. For renter households, small families comprised the greatest share of severe housing cost burden across income levels (34 percent of the low- and moderate-income population). Of note, in the moderate- and low-income categories, elderly households accounted for 65 percent and 49 percent of severe housing cost burden instances, respectively. For owner households, elderly households comprised the greatest share of severe housing cost burden overall (45 percent of low- and moderate-income households) and in all income categories except low-income households.

Table 11.1—Cost Burden > 50 Percent (Renter)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Small Related	1,255 households	320 households	95 households	1,670 households
Large Related	515 households	55 households	0 households	570 households
Elderly	545 households	620 households	180 households	1,345 households
Other	1,130 households	260 households	0 households	1,390 households
Total Need by Income	3,445 households	1,255 households	275 households	4,975 households

Data Source: 2016–2020 CHAS.

Table 11.2—Cost Burden > 50 Percent (Owner)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Small Related	445 households	215 households	135 households	795 households
Large Related	24 households	104 households	4 households	132 households
Elderly	835 households	190 households	170 households	1,195 households
Other	250 households	174 households	100 households	524 households
Total Need by Income	1,554 households	683 households	409 households	2,646 households

Data Source: 2016–2020 CHAS.

5. Overcrowding

Tables 12.1 and 12.2 outline the number of renter and owner households that experienced overcrowding that were considered low- and moderate-income in 2020 by family type. The family types represented in this table are single families (one family residing in the household), multiple unrelated families residing in the household, or non-family household (such as roommates). Overall, crowding accounted for a small portion of total housing problems in the Consortium. Among those who did experience crowding, small family households comprised the majority of overcrowding instances (92 percent). Additionally, moderate-income households across renter and owner households experienced the greatest rate of crowding (43 percent).

Table 12.1—Crowding Information (Renter)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	>80–100% AMI	Total
Single-Family Households	290 households	400 households	500 households	190 households	1,380 households
Multiple Unrelated Family Households	0 households	30 households	44 households	19 households	93 households
Other Non-Family Households	0 households	0 households	55 households	0 households	55 households
Total Need by Income	290 households	430 households	599 households	209 households	1,528 households

Data Source: 2016–2020 CHAS.

Table 12.2—Crowding Information (Owner)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	>80–100% AMI	Total
Single-Family Households	50 households	159 households	310	60	579
Multiple Unrelated Family Households	0 households	15 households	0	0	15
Other Non-Family Households	0 households	0 households	0	0	0
Total Need by Income	50 households	174 households	310	60	594

Data Source: 2016–2020 CHAS.

6. Households with Children Six and Under Present

Tables 13.1 and 13.2 outline the number of renter and owner households with one or more children aged six or younger in the household in 2020. Overall, 22 percent of low- and moderate-income households included at least one small child.

Table 13.1—Households with Small Children by Income and Tenure (Renter)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Households with Children Six and Under Present	1,290 households	1,195 households	1,350 households	3,835 households

Data Source: 2016–2020 CHAS.

Table 13.2—Households with Small Children by Income and Tenure (Owner)

Household Type	0–30% AMI	>30–50% AMI	>50–80% AMI	Total
Households with Children Six and Under Present	189 households	540 households	1,855 households	2,584 households

Data Source: 2016–2020 CHAS.

Describe the number and type of single-person households in need of housing assistance.

According to ACS data, there were 19,256 single-person households in the Tri-Cities Consortium in 2022. Single-person households represented 25 percent of total households in the Consortium. At the city level, 30 percent of Richland households, 17 percent of Pasco households, and 26 percent of Kennewick households were single-person households; 10 percent of total Consortium households, or 7,639 households, are single-person households in which the householder is over the age of 65.

While there is no way to estimate the true number of households in need of housing assistance, ACS data provides insight into the demographic information of single-person households in 2022. In that year, an estimated 2,766 single-person households lived below the federal poverty line, which accounted for 14 percent of single-person households and 10 percent of total households experiencing poverty. Households living below the federal poverty line likely require housing assistance and supportive services. As housing costs continue to climb in the Consortium, fewer individuals may be able to afford to live by themselves, especially those with lower incomes.

Washington 211 Counts records the number and demographics of callers requesting assistance from local services, including housing, utility, food, health, childcare, and crisis intervention in Washington. The dashboard cataloged 8,921 calls originating from Benton and Franklin Counties from October 1, 2023, to September 29, 2024. Most callers (69.1 percent) were women, and 18.1 percent were over the age of 60. While not all callers represent single-person households, the data provides insight into the level of need in the Consortium.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

ACS data regarding people with disabilities is provided at the individual level, as opposed to the household level. 2022 ACS data estimates that 8,037 people (or 14 percent of the total population) in the Tri-Cities lived with a disability in 2022. The disability rate in Kennewick was highest at 16 percent of the total population. The number of people experiencing disabilities in the Tri-Cities increased from 2017 to 2022 by 2 percent, which may indicate a greater demand for services. In all three cities, and observed generally across the U.S., persons with disabilities earned less annually and were more likely to experience cost burden and poverty than persons without a disability. In addition, several representatives of community agencies identified a severe lack of accessible housing units in the Tri-Cities through the stakeholder consultation sessions.

Estimates of families in need of housing assistance who are victims of domestic violence, dating violence, sexual assault, and stalking are difficult to provide, as domestic violence is not always reported. However, the 2022 Annual Report from the DVSBF provided some insight into the number of people seeking services for domestic violence in the two counties. Note that the data included in the report is provided at the individual and family levels, as opposed to households. The report states that DVSBF answered 2,841 crisis calls and served 850 clients with advocacy, referrals, housing support, food, clothing, utility assistance, employment assistance, support groups, and safety planning. In particular, the agency notes it helped 211 families find housing or stay housed, provided emergency funds to 639 families, and provided 9,520 bed nights (total number of beds utilized). Per the report, DVSBF also provided shelter services to 321 domestic violence survivors.

When compared to the service numbers in the 2018 Annual Report, DVSBF provided 5,008 more bed nights and provided housing to 42 more clients. This increase can be attributed to both the increased capacity of DVSBF and the increased need for housing assistance for people and families who are victims of domestic violence, dating violence, sexual assault, and stalking.

What are the most common housing problems?

Housing cost burden and severe housing cost burden were the most common housing problems in the Consortium in 2020: 14 percent of total households experienced housing cost burden, and 9 percent of total households experienced severe housing cost burden. Conversely, just 3 percent of total households experienced overcrowding, and 1 percent of households experienced substandard housing or severe overcrowding. It is important to note that HUD's definition of substandard housing only includes incomplete kitchen or bathroom facilities and does not measure the overall conditions of units. Listed below are figures regarding housing cost burden and severe housing cost burden by tenure in the Tri-Cities:

- 22 percent of renter households and 17 percent of owner households in the Tri-Cities experienced housing cost burden.
- 10 percent of renter households and 5 percent of owner households in the Tri-Cities experienced severe housing cost burden.

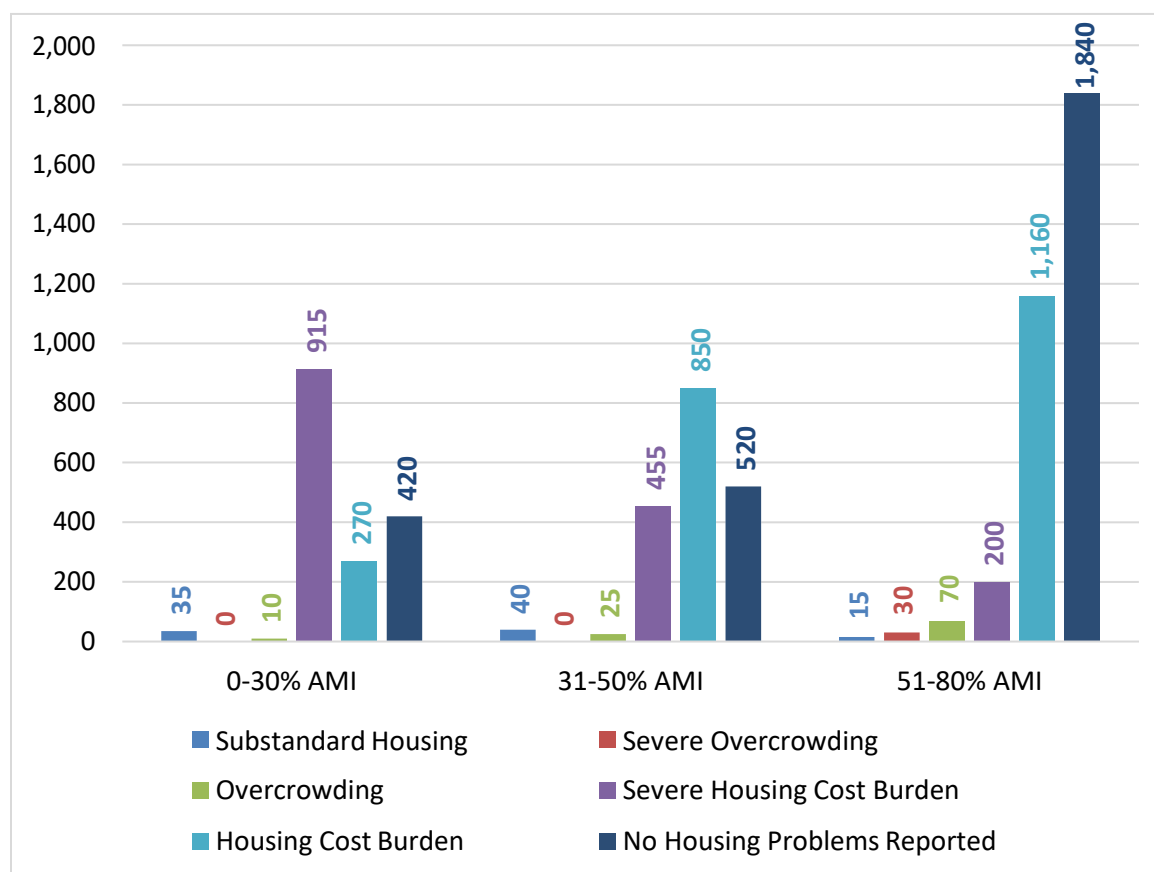
Compared to 2015 CHAS estimates, instances of housing cost burden rose 2 percent, while instances of severe housing cost burden decreased 1 percent in 2020.

Figures 1–4 depict the percentage of city populations experiencing housing problems and the number of housing problems experienced. At the city level, the trends identified above remain the same. Housing

cost burden and severe housing cost burden represented the most common housing problems. Listed below are the percentages of households experiencing each in the three cities:

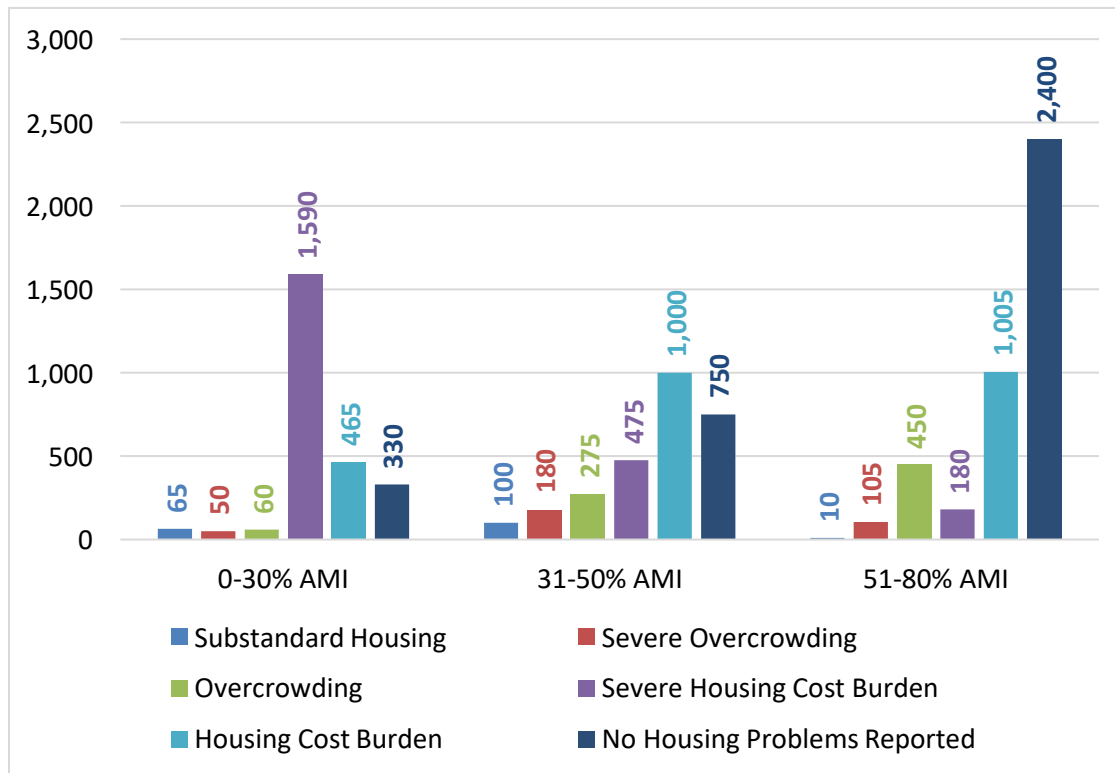
- Kennewick: 16 percent housing cost burden and 10 percent severe housing cost burden.
- Pasco: 13 percent housing cost burden and 10 percent severe housing cost burden.
- Richland: 12 percent housing cost burden and 7 percent severe housing cost burden.

Figure 1—Housing Problems in Richland



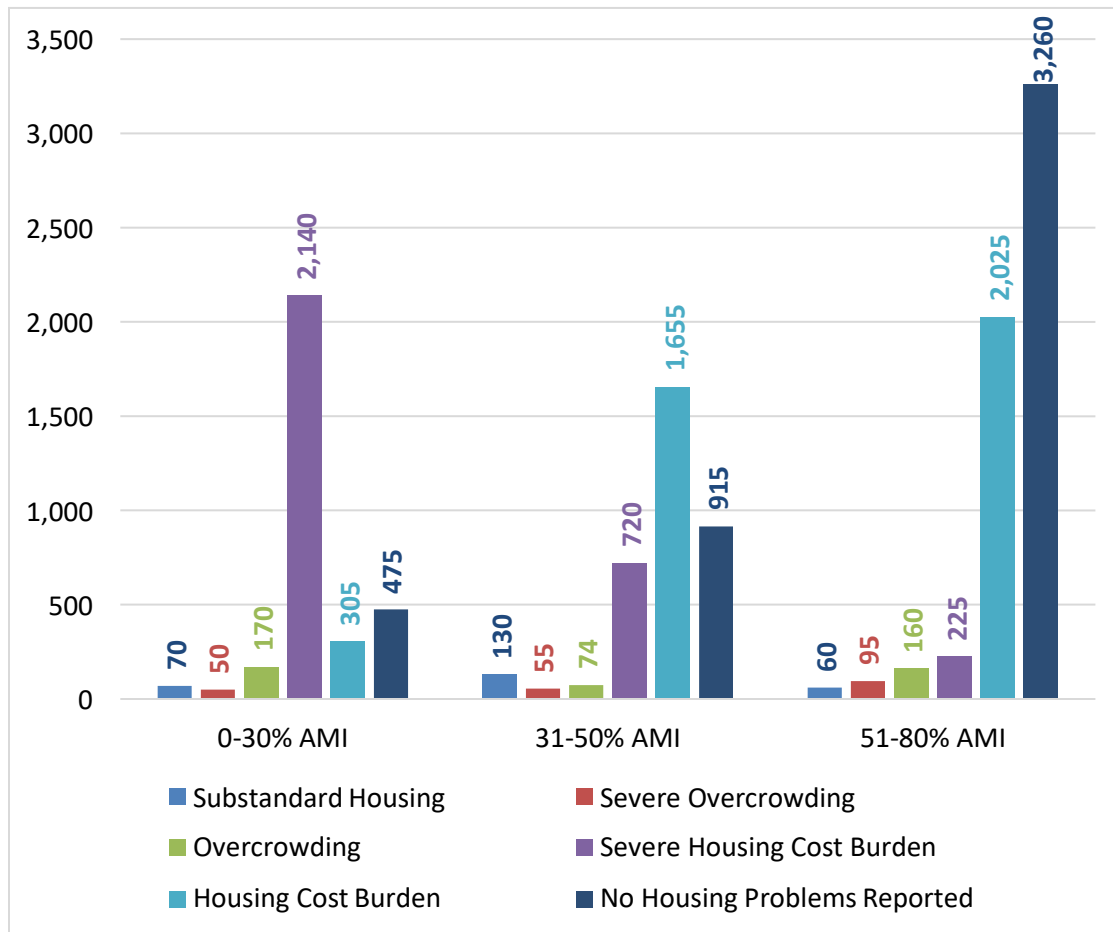
Data Source: 2016–2020 CHAS.

Figure 2—Housing Problems in Pasco



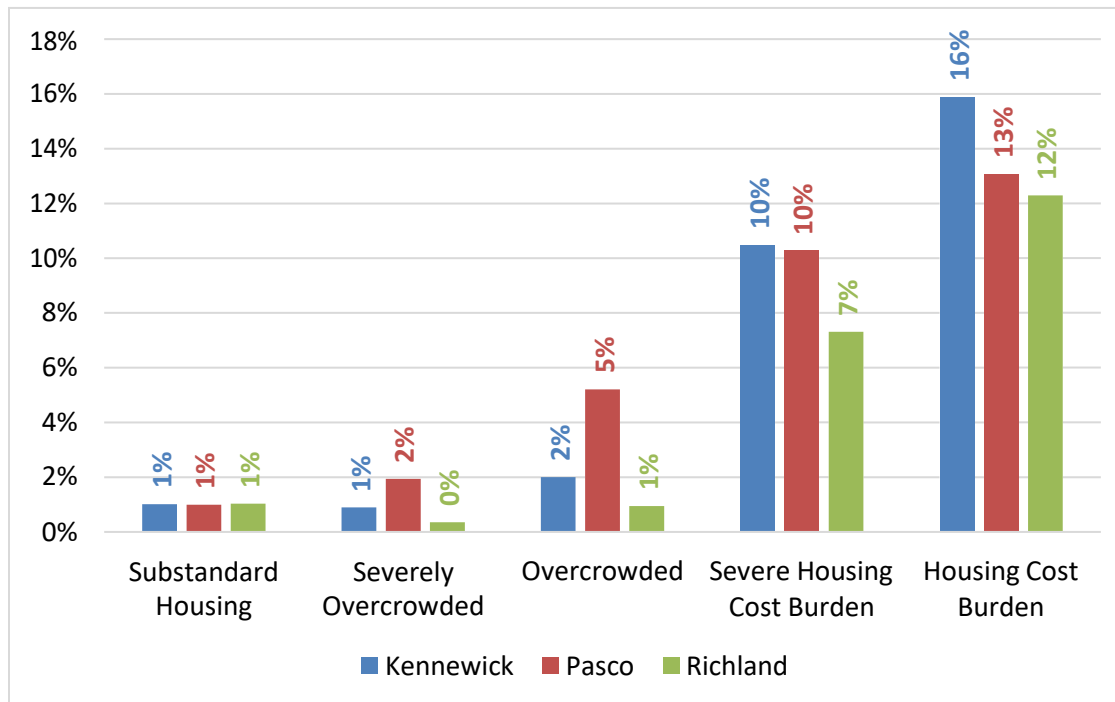
Data Source: 2016–2020 CHAS.

Figure 3—Housing Problems in Kennewick



Data Source: 2016–2020 CHAS.

Figure 4—Housing Problems Experienced as a Percent of City Population



Data Source: 2016–2020 CHAS.

Housing problems identified through stakeholder consultations held as a part of the Consolidated Planning process include substandard housing conditions and a lack of accessible units. Community organizations noted that it is difficult to find units for low- to moderate-income clients that meet the HUD inspection standards for Section 8 and Veterans Affairs Supportive Housing (VASH) vouchers. Units that meet the inspection standards are too expensive to be a sustainable housing solution. One service provider mentioned that they had been looking for an accessible unit for a client for over 4 months in the Tri-Cities area and had been unable to locate one. Additional providers echoed the severe shortage of accessible units in the region, making it difficult to house people with disabilities or those who are older and need additional accommodations.

Are any populations/household types more affected than others by these problems?

The data indicates that certain populations and household types were more affected by housing problems.

- Renter households experienced all types of housing problems at a higher rate than owner households: 50 percent of renter households experienced a housing problem compared to just 18% of owner households. Compared to 2011–2015 CHAS estimates, these trends have largely stayed the same. In 2015, 46 percent of renters and 17 percent of owners experienced one of the two forms of housing cost burden. In 2022, those figures were 40 percent and 15 percent, respectively.
- Extremely low-income households were more likely to experience housing problems than low- and moderate-income households: 84 percent of extremely low-income households, 73 percent of low-income households, and 44 percent of moderate-income households experienced a

housing problem. This trend was also observed in 2015 CHAS estimates, in which 88 percent of extremely low-income households, 73 percent of low-income households, and 48 percent of moderate-income households experienced a housing problem.

- Households in Kennewick and Pasco experienced housing problems at a higher rate than households in Richland, as 30 percent of households in Kennewick and 31 percent of households in Pasco experienced a housing problem, compared to 22 percent in Richland.
- Elderly households and small families (2–4 people) comprised the greatest share of severely cost-burdened households, and 45 percent of severely cost-burdened owner households had at least one elderly member.

Additionally, veterans and people with disabilities are the primary populations affected by the substandard housing units and lack of accessible units in the Tri-Cities area. Veterans looking to secure housing with VASH vouchers find it difficult to locate units that meet the inspection requirements of the voucher. Low-income households are also affected by substandard housing conditions, as it is difficult to find units that meet Section 8 inspection requirements.

Describe the characteristics and needs of low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid rehousing assistance and are nearing the termination of that assistance.

In 2020, 16,160 households in the Consortium were low- or extremely low-income, accounting for 22 percent of total households. Among low- and extremely low-income households, 20 percent of these households included at least one child under the age of six. As stated in the previous section, low-income households experience housing problems at a greater and more severe rate than higher-income households, which often puts them at risk of housing instability.

[The Washington State Homeless System Performance County Report Card](#) provides insight into the number of households utilizing rapid rehousing assistance and their outcomes by county in 2023. While the data provided in the dashboard does not indicate if the household includes children, it provides information into the needs and trends of households receiving rapid rehousing assistance who are nearing the termination of that assistance. Across Benton and Franklin Counties, 757 people (390 households) utilized rapid rehousing (as reported by HMIS data). Most recipients experienced homelessness prior to receiving rapid rehousing. In Franklin County, 87 percent of rapid rehousing recipients exit the program into permanent supportive housing, while 18 percent return to homelessness. In Benton County, 91 percent of recipients entered permanent supportive housing and 7 percent returned to homelessness.

Families experiencing or at risk of experiencing housing instability have increased needs for housing and supportive services. The Consortium conducted consultations with stakeholders engaged with these populations to better understand their needs. Listed below are key themes that emerged from these discussions.

- There is a need for a variety of affordable housing options for all household types.
- A lack of transitional housing creates a gap in the system of services.

- There is a greater need for more Section 8 housing and voucher programs.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Information regarding individuals at risk of experiencing homelessness originates from the 2023 Tri-Cities HOME-ARP Allocation Plan. In the plan, the definition of “at risk of homelessness” mirrors the definition in 24 CFR 91.5, which is an individual or family who:

- (i) Has an annual income below 30 percent of the median family income for the area, as determined by HUD;
- (ii) Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter; and
- (iii) Meets one of the following conditions:
 - A. Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance.
 - B. Is living in the home of another because of economic hardship.
 - C. Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance.
 - D. Lives in a hotel or motel and the cost of the hotel or motel stay is not paid for by charitable organizations or by federal, state, or local government programs for low-income individuals.
 - E. Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau.
 - F. Is exiting a publicly funded institution or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution).
 - G. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the Consortium’s approved consolidated plan.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

As stated above, instances of housing problems, particularly housing cost burden and severe housing cost burden, contribute to housing instability. The Consortium’s stakeholder survey for the Consolidated Plan asked respondents to describe factors that increase the risk of someone becoming homeless. Listed below are common responses:

- Increased rent and unaffordable housing options.
- The high cost of living.
- Lack of access to well-paying jobs.

- Substance use disorder.
- Lack of resources for mental health needs.

Discussion

The Consortium identifies the key themes from the Housing Needs Assessment as the following:

- Cost burden and severe housing cost burden comprise the greatest share of housing problems in the Tri-Cities. High cost of living, rent increases, and the conclusion of pandemic-era programs have contributed to overall unaffordability.
- Extremely low-income households are most vulnerable to severe housing problems. Participants in consultations also identified a severe lack of housing units accessible to people with disabilities.
- A variety of factors, including mental health and substance use disorder needs, compound with housing problems to exacerbate housing instability. Stakeholders emphasize a need for mental health and substance use disorder supportive services to accompany housing services.

NA-15 Disproportionately Greater Need: Housing Problems - 91.405, 91.205 (b)(2)

Introduction

The NA-15 Disproportionately Greater Need: Housing Problems section of the Consolidated Plan assesses the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole regarding housing problems. Data for this section comes from 2016–2020 CHAS estimates.

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences housing problems at a rate over 10 percentage points that of the corresponding income level in the Tri-Cities as a whole (represented as “jurisdiction as a whole” in the following tables). The tables below summarize the percentage of each racial/ethnic group experiencing housing problems by income level. As stated previously, the four housing problems captured in CHAS data are:

- The housing unit lacks complete kitchen facilities.
- The housing unit lacks complete plumbing facilities.
- The household is crowded (more than one person per room).
- The household is cost burdened (the household spends between 30 percent and 50 percent of its income on housing costs).

The data analysis indicates that several populations met the threshold of disproportionate impact, including low- and moderate-income Black or African American households and moderate-income Asian and American Indian or Alaska Native households.

0–30 Percent of AMI

Table 14 provides a breakdown of extremely low-income households experiencing one or more housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, no specific group was disproportionately impacted by housing problems in 2020.

Table 14—Disproportionally Greater Need 0–30 Percent AMI

Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Housing Problem
Jurisdiction as a Whole	6,200	1,740	7,940	78%
White	3,295	1,145	4,440	74%
Black/African American	120	40	160	75%
Asian	50	35	85	59%
American Indian, Alaska Native	115	60	175	66%

Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Housing Problem
Pacific Islander	0	0	0	-
Hispanic	2,440	420	2,860	85%

Data Source: 2016–2020 CHAS.

30–50 Percent of AMI

Table 15 provides a breakdown of low-income households experiencing one or more housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, Black or African American households were disproportionately impacted by housing problems in 2020: 100 percent of low-income Black or African American households reported experiencing at least one housing problem, which is 27 percent higher than the jurisdiction as a whole.

Table 15—Disproportionally Greater Need 30–50 Percent AMI

Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Housing Problem
Jurisdiction as a Whole	6,030	2,185	8,215	73%
White	3,735	1,445	5,180	72%
Black/African American	260	0	260	100%
Asian	140	75	215	65%
American Indian, Alaska Native	19	55	74	26%
Pacific Islander	0	0	0	-
Hispanic	1,709	575	2,284	75%

Data Source: 2016–2020 CHAS.

50–80 Percent of AMI

Table 16 provides a breakdown of moderate-income households experiencing one or more housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, three instances of disproportionate impact occurred in 2020. Black or African American households, Asian households, and American Indian or Alaska Native households were disproportionately impacted by 29 percent, 30 percent, and 13 percent, respectively.

Table 16—Disproportionally Greater Need 50–80 Percent AMI

Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Housing Problem
Jurisdiction as a Whole	5,790	7,500	13,290	44%
White	3,080	4,395	7,475	41%
Black/African American	185	70	255	73%
Asian	170	59	229	74%
American Indian, Alaska Native	25	19	44	57%
Pacific Islander	0	0	0	-
Hispanic	2,105	2,860	4,965	42%

Data Source: 2016–2020 CHAS.

80–100 Percent of AMI

Table 17 provides a breakdown of households earning 80–100 percent AMI experiencing one or more housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, two instances of disproportionate impact occurred in 2020. Pacific Islander households experienced housing problems at a rate 83 percent higher than the jurisdiction as a whole, while American Indian or Alaska Native households experienced housing problems at a rate 26 percent higher than the jurisdiction as a whole. It is important to note that the sample size is relatively small in both cases, which could partially account for the large disproportionate impact.

Table 17—Disproportionally Greater Need 80–100 Percent AMI

Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Housing Problem
Jurisdiction as a Whole	1,410	6,755	8,165	17%
White	1,030	4,410	5,440	19%
Black/African American	0	120	120	0%
Asian	35	190	225	16%
American Indian, Alaska Native	30	39	69	43%

Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Housing Problem
Pacific Islander	4	0	4	100%
Hispanic	265	1,890	2,155	12%

Data Source: 2016–2020 CHAS.

Summary Table: Disproportionate Impact

Table 18 summarizes the instances of disproportionate impact identified in the 2020 CHAS estimates.

Table 18—Instances of Disproportionate Impact for Housing Problems

Income Level	Racial or Ethnic Group
30–50% AMI	Black or African American
50–80% AMI	Black or African American
50–80% AMI	Asian
50–80% AMI	American Indian or Alaska Native
80–100% AMI	American Indian or Alaska Native
80–100% AMI	Pacific Islander

Data Source: 2016–2020 CHAS.

Discussion

The Consortium identifies the key themes from this section to be as follows:

- Black and African American households were disproportionately impacted by housing problems in two out of three low- to moderate-income categories.
- In all but one instance of disproportionate impact, the racial or ethnic group experienced a housing problem at a rate 20 percent or higher than the jurisdiction as a whole.
- There were no instances of disproportionate impact identified in the extremely low-income category. However, Hispanic households experienced housing problems at a rate 7 percent higher than the total jurisdiction.

NA-20 Disproportionately Greater Need: Severe Housing Problems - 91.405, 91.205 (b)(2)

Introduction

The NA-20 Disproportionately Greater Need: Severe Housing Problems section of the Consolidated Plan assesses the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole regarding severe housing problems. Data for this section comes from 2016–2020 CHAS estimates.

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences severe housing problems at a rate over 10 percentage points that of the corresponding income level in the Tri-Cities as a whole (represented as “jurisdiction as a whole” in the following tables). The tables below summarize the percentage of each racial/ethnic group experiencing housing problems by income level. As stated previously, the four housing problems captured in CHAS data are:

- The housing unit lacks complete kitchen facilities.
- The housing unit lacks complete plumbing facilities.
- The household is severely crowded (more than 1.5 people per room).
- The household is severely cost-burdened (the household spends more than 50 percent of its income on housing costs).

The data analysis indicates that moderate-income Black or African American and Asian households met the threshold of disproportionate impact for severe housing problems.

0–30 Percent of AMI

Table 19 provides a breakdown of extremely low-income households experiencing one or more severe housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, no specific group was disproportionately impacted by severe housing problems in 2020.

Table 19—Severe Housing Problems (0–30 Percent AMI)

Severe Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Severe Housing Problem
Jurisdiction as a Whole	5,160	2,785	7,945	65%
White	2,855	1,585	4,440	64%
Black/African American	90	65	155	58%
Asian	50	35	85	59%
American Indian, Alaska Native	35	140	175	20%

Severe Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Severe Housing Problem
Pacific Islander	0	0	0	-
Hispanic	1,955	905	2,860	68%

Data Source: 2016–2020 CHAS.

30–50 Percent of AMI

Table 20 provides a breakdown of low-income households experiencing one or more severe housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, no specific group was disproportionately impacted by severe housing problems in 2020.

Table 20—Severe Housing Problems (30–50 Percent AMI)

Severe Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Severe Housing Problem
Jurisdiction as a Whole	2,530	5,690	8,220	31%
White	1,515	3,660	5,175	29%
Black/African American	95	160	255	37%
Asian	60	160	220	27%
American Indian, Alaska Native	19	55	74	26%
Pacific Islander	0	0	0	-
Hispanic	1,325	1,400	0	34%

Data Source: 2016–2020 CHAS.

50–80 Percent of AMI

Table 21 provides a breakdown of moderate-income households experiencing one or more severe housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, three instances of disproportionate impact occurred in 2020. Black or African American households and Asian households were disproportionately impacted by 33 percent and 24 percent, respectively.

Table 21—Severe Housing Problems (50–80 Percent AMI)

Severe Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Severe Housing Problem
Jurisdiction as a Whole	1,600	11,680	13,280	12%
White	635	6,840	7,475	8%
Black/African American	85	170	255	33%
Asian	55	175	230	24%
American Indian, Alaska Native	0	44	44	0%
Pacific Islander	0	0	0	-
Hispanic	810	4,155	4,965	16%

Data Source: 2016–2020 CHAS.

80–100 Percent of AMI

Table 22 provides a breakdown of households earning between 80–100 percent AMI experiencing one or more severe housing problems by race and ethnicity in the Consortium. When disaggregated by race and ethnicity, no specific group was disproportionately impacted by severe housing problems in 2020.

Table 22—Severe Housing Problems (80–100 Percent AMI)

Severe Housing Problems	Household with One or More of Four Housing Problems	Households with None of the Four Housing Problems	Total Households	Percent with a Severe Housing Problem
Jurisdiction as a Whole	375	7,785	8,160	5%
White	220	5,220	5,440	4%
Black/African American	0	120	120	0%
Asian	0	220	220	0%
American Indian, Alaska Native	0	69	69	0%
Pacific Islander	0	4	4	0%
Hispanic	154	2,000	2,154	7%

Data Source: 2016–2020 CHAS.

Summary Table: Disproportionate Impact

Table 23 summarizes the instances of disproportionate impact identified in the 2020 CHAS estimates.

Table 23—Instances of Disproportionate Impact for Housing Problems

Income Level	Racial or Ethnic Group
50–80% AMI	Black or African American
50–80% AMI	Asian

Data Source: 2016–2020 CHAS.

Discussion

The Consortium identifies the key themes from this section to be as follows:

- There were fewer instances of disproportionate impact for severe housing problems than housing problems.
- Moderate-income Asian and Black or African American households were disproportionately impacted by both housing problems and severe housing problems.
- While Hispanic households were not considered to be disproportionately impacted by severe housing problems, Hispanic households experienced severe housing problems at a rate higher than the jurisdiction as a whole in each income category.

NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.405, 91.205 (b)(2)

Introduction

The NA-25 Disproportionately Greater Need: Housing Cost Burdens section of the Consolidated Plan identifies any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category as a whole regarding housing cost burdens. Data for this section comes from 2016–2020 CHAS estimates.

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences a housing cost burden or severe housing cost burden at a rate over 10 percentage points higher than that of the corresponding income level in the Tri-Cities as a whole (represented as “jurisdiction as a whole” in the following tables). As stated previously, housing cost burden is defined as when a household spends between 30–50 percent of income on housing costs, and severe housing cost burden is defined as when a household spends over 50 percent of income on housing costs.

The data analysis indicates Black or African American households, and American Indian or Alaska Native households were disproportionately impacted by housing cost burden.

Housing Cost Burdens by Race and Ethnicity

Table 24 outlines the number of households at different housing cost burden levels by race and ethnicity.

Table 24—Greater Need: Housing Cost Burdens AMI

Housing Cost Burden	≤30%	30–50%	>50%	No/Negative Income (Not Computed)
Jurisdiction as a Whole	55,590 households	10,894 households	7,798 households	514 households
White	39,645 households	6,605 households	4,785 households	380 households
Black/African American	650 households	285 households	185 households	0 households
Asian	1,740 households	275 households	160 households	0 households
American Indian, Alaska Native	225 households	135 households	54 households	0 households
Pacific Islander	20 households	4 households	0 households	0 households
Hispanic	12,240 households	3,180 households	2,375 households	109 households

Data Source: 2016–2020 CHAS.

Percentage of Population Experience Housing Cost Burdens

Table 25 outlines the percentage of households at different housing cost burden levels by race and ethnicity. In 2020, 15 percent of total households experienced housing cost burden, and 10 percent experienced severe housing cost burden. The table indicates no instances of disproportionate impact

regarding severe housing cost burden. Black or African American households and American Indian or Alaska Native households experienced disproportionate impact regarding housing cost burden, experiencing housing cost burden at rates 10 percent and 17 percent higher than the jurisdiction as a whole.

Table 25—Housing Cost Burden and Severe Housing Cost Burden by Race and Ethnicity

Total Households	Share Less than 30%	Share 30–50%	Share Greater than 50%
Jurisdiction as a Whole	74%	15%	10%
White Alone, Non-Hispanic	77%	13%	9%
Black or African-American Alone, Non-Hispanic	58%	25%	16%
Asian Alone, Non-Hispanic	80%	13%	7%
American Indian or Alaska Native Alone, Non-Hispanic	54%	32%	13%
Pacific Islander Alone, Non-Hispanic	83%	17%	0%
Hispanic, Any Race	68%	18%	13%
Other	62%	24%	14%

Data Source: 2016–2020 CHAS.

Discussion

The Consortium identifies the key themes from this section to be as follows:

- Black or African American (10 percent) and American Indian or Alaska Native (18 percent) households were disproportionately impacted by housing cost burden.
- There were no instances of disproportionate impact by severe housing cost burden.
- Both Black or African American and American Indian or Alaska Native households spent less than 30 percent of their income on housing expenses (meaning they were not housing cost-burdened) at a rate more than 10 percent lower than the jurisdiction as a whole.

NA-30 Disproportionately Greater Need: Discussion - 91.205 (b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The Consortium's analysis of housing problems, severe housing problems, and housing cost burden identified ten instances of disproportionately greater need by race and ethnicity (described above). Overall, Black or African American households and Asian households, particularly in the moderate-income category, experienced the most instances of disproportionate impact. The data found four instances of disproportionate impact among Black or African American households and three instances of disproportionate impact among Asian households. Additionally, American Indian or Alaska Native households experienced instances of disproportionate impact regarding housing problems (moderate-income households in particular) and housing cost burden. Finally, while Hispanic households were not considered to be disproportionately impacted by severe housing problems, Hispanic households experienced severe housing problems at a rate higher than the jurisdiction as a whole in each income category.

If they have needs not identified above, what are those needs?

The CHAS analysis identified the needs of the racial and ethnic groups described above. Other sections of the Needs Assessment and Market Analysis of the Consortium's Consolidated Plan outline other needs not identified in this section.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

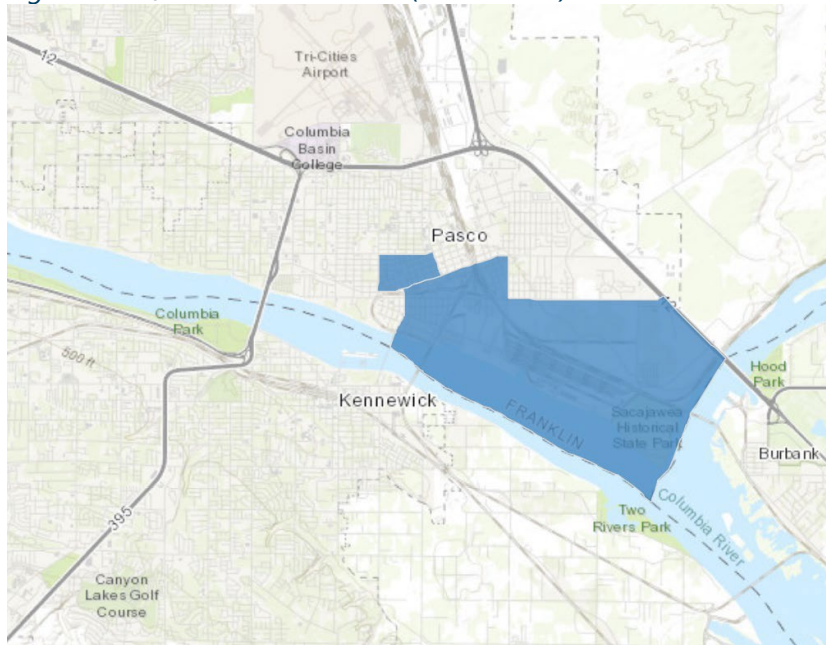
As of 2024, the HUD racially or ethnically concentrated areas of poverty (R/ECAP) data for Pasco still recognizes certain areas. A R/ECAP, as defined by HUD, constitutes a census tract in which more than 50 percent of the population identifies as non-White, and the poverty rate is over three times the poverty rate of the surrounding area.

According to updated ACS data from 2017–2021, the two census tracts in Pasco are recognized as R/ECAPs, with poverty rates in these areas exceeding 30 percent. This indicates a continuation of the demographic and economic trends observed in previous years in these census tracts.

From 2013 to 2021, there have been changes in the geographic concentration of poverty. The R/ECAPs in Kennewick that were present in the 2009–2013 data no longer appear in the more recent mapping, leaving Pasco as the primary area in the Tri-Cities with HUD-recognized R/ECAPs.

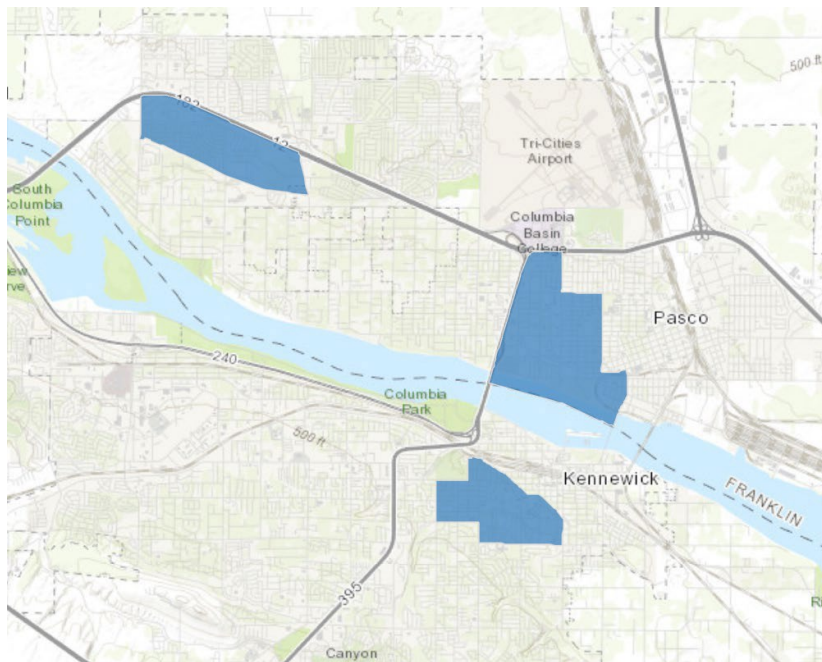
The Tri-Cities HOME Consortium will continue to address these areas' needs, focusing on housing and economic development for low- and moderate-income communities.

Figure 5—R/ECAPs in Tri-Cities (2017–2021)



Data Source: HUD R/ECAP Mapping Tool (2021).

Figure 6—R/ECAPs in Tri-Cities (2009–2013)



Data Source: HUD R/ECAP Mapping Tool (2013).

NA-35 Public Housing - 91.405, 91.205 (b)

Introduction

The NA-35 Public Housing Section of the Consolidated Plan describes the needs of public housing residents and voucher recipients. Data for this section is provided by the KHA and the HACPFC, which serve low-income residents living in the Consortium with housing assistance.

Public housing plays an important role in creating affordable housing options for Tri-Cities residents. As described in previous sections, many Tri-Cities residents experience housing cost burdens or otherwise feel the effects of rising prices. Stakeholders note that public housing units and vouchers are highly requested in the community. If opened at all, waitlists for units close within days due to demand. For those utilizing Section 8 and VASH vouchers (defined in the Overview of Public Housing Portfolio Section), stakeholders find that barriers still exist to getting recipients into units. Overall, this section speaks to the need for more assisted units and vouchers and greater flexibility within those programs.

Mission Statements of KHA and HACPFC

Outlined below are the mission and goals of each PHA as described in the 2024–2028 5-Year PHA Plan.

KHA

The mission of KHA is to develop and maintain safe, affordable, quality housing that promotes healthy neighborhoods and inspires communities, create partnership opportunities that support and encourage program participants to become self-sufficient, and manage all assets with financial responsibility and integrity. Listed below are KHA's 5-Year goals:

- Increase affordable housing stock.
- Increase customer satisfaction.
- Increase housing choice for persons with special needs.
- Improve community quality of life and economic vitality.
- Promote self-sufficiency and asset development in assisted households.
- Ensure equitable opportunities in housing for all.
- Improve KHA programs and services via Rental Assistance Demonstration, or Section 18 conversion or project-based voucher issuance.
- Develop a strategic plan for the agency and a succession plan for key employees by January 2024.

HACPFC

The mission of HACPFC is to provide safe, sanitary, and affordable housing and housing assistance to serve the needs of the low-income, very low-income, and extremely low-income population in the Authority's jurisdiction. Listed below are HACPFC's 5-Year goals:

- Improve affordable housing opportunities for lower-income individuals and households by adding to the existing stock of affordable units by developing owner-occupied and rental housing in in-fill areas or targeted neighborhoods and sustaining or improving the quality of existing affordable housing stock.
- Improve affordable housing opportunities for lower-income individuals and households by sustaining or improving the quality of existing affordable housing stock and substantially reduce

homelessness by 2027 through the implementation of the Benton and Franklin County Homeless Housing Plan by supporting existing homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency.

Overview of Public Housing Portfolio

This section provides an overview of the KHA and HACPFC public housing and voucher portfolio in use within Benton and Franklin Counties. Listed below are definitions of the types of programs included in this section.

Vouchers

The Section 8 Rental Certificate program (Certificate) provides vouchers to low-income households. Through the voucher program, the tenant pays the landlord 30 percent of the household income in rent, and the PHA pays the remaining rental balance. Section 8 vouchers can be either project-based or tenant-based.

- **Project-Based Voucher:** A Section 8 voucher that must be used at a specific property.
- **Tenant-Based Voucher:** A Section 8 voucher that can be used at any private housing that meets the requirements of the Section 8 program.

PHAs also administer special purpose vouchers, which are distinct from the Section 8 Certificate program. These include:

- **VASH:** Offers rental assistance paired with case management and supportive services to eligible veterans experiencing homelessness.
- **Family Unification Program:** Provides rental assistance to eligible families with inadequate housing and eligible youth exiting foster care who are homeless or at imminent risk of homelessness.
- **Disabled:** Offers rental assistance to people with disabilities, which includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition programs.

Mod-Rehab

Also referred to as Moderate Rehabilitation, this program provided project-based rental assistance for low-income families. The program was repealed in 1991, and no new projects have been developed since.

Public Housing

A public housing unit is a rental property owned by the federal government and managed by a PHA for low-income households.

Tables 26.1 and 26.2 provide the combined number of units and vouchers currently in use for both housing authorities. Together, KHA and HACPFC manage 459 public housing units, 1,061 tenant-based vouchers, and 27 project-based vouchers. The PHAs administer 39 special purpose vouchers, all of which are VASH.

Table 26.1—Public Housing by Program Type (Units)

Program Type	# of Units in Use
Certificate	1088
Mod-Rehab	0
Public Housing	459

Data Source: KHA and HACPFC, 2024.

Table 26.2—Public Housing by Program Type (Vouchers)

Program Type	# of Vouchers in Use
Project-Based	27
Tenant-Based	1061
Total Vouchers	1088
VASH (special purpose vouchers)	39
Family Unification Program (special purpose vouchers)	0
Disabled (special purpose vouchers)	0
Total Special Vouchers	39

Data Source: KHA and HACPFC, 2024.

Characteristics of Residents

Understanding the characteristics of the PHAs' current residents and voucher recipients provides insight into the needs and demographics of the population.

Table 27 provides information on the households currently residing in public housing or utilizing a rental assistance voucher from the PHAs. On average, the income for assisted households residing in public housing is below 30 percent AMI for the Consortium, meaning residents are extremely low-income. In addition, the average length of stay for households residing in public housing is over eight years for both PHAs, while the average length of voucher utilization is over five years.

Table 27—Characteristics of Public Housing Residents by Program Type

Housing Authority	Measure	Certificate	Public Housing
KHA	Average Annual Income	\$14,348.00	\$17,570.00
KHA	Average Length of Stay In Years	5.1	8.5
KHA	Average Household Size	1	1.5

Housing Authority	Measure	Certificate	Public Housing
HACPFC	Average Annual Income	\$17,903.00	\$16,067.00
HACPFC	Average Length of Stay In Years	6	8.3
HACPFC	Average Household Size	1.3	1.77

Data Source: KHA and HACPFC, 2024.

Tables 28.1 and 28.2 provide additional characteristics of those utilizing PHA programs: 67 percent of total voucher recipients belong to households in which at least one member lives with a disability. Approximately 28 percent of voucher recipients are over the age of 62.

Table 28.1—Characteristics of Public Housing Residents by Program Type

Program Type	# Homeless at Admission	# of Elderly Program Participants (>62)	# of Disabled Families	# of Families Requesting Accessibility Features	# of HIV/AIDS Program Participants	# of DV Victims
Certificate	-	310	732	-	-	-
Mod-Rehab	-	-	-	-	-	-
Public Housing	-	190	244	-	-	-

Data Source: KHA and HACPFC, 2024.

Table 28.2—Characteristics of Public Housing Residents by Program Type

Program Type	# Homeless at Admission	# of Elderly Program Participants (>62)	# of Disabled Families	# of Families Requesting Accessibility Features	# of HIV/AIDS Program Participants	# of DV Victims
Project-Based	-		5	-	-	-
Tenant-Based	-	122	565	-	-	-
Total Vouchers	-	109	570*	-	-	-
VASH (special purpose vouchers)	-	-	-	-	-	-

Program Type	# Homeless at Admission	# of Elderly Program Participants (>62)	# of Disabled Families	# of Families Requesting Accessibility Features	# of HIV/AIDS Program Participants	# of DV Victims
Family Unification Program (special purpose vouchers)	-	-	-	-	-	-
Total Special Vouchers	-	-	-	-	-	-

Data Source: KHA and HACPFC, 2024.

*KHA

Tables 29.1 and 29.2 provide information on the race of households in PHA programs. Overall, most public housing residents (86 percent) and voucher recipients (89 percent) identify as White.

Table 29.1—Race of Public Housing Residents by Program Type

Program Type	White Households	Black/ African American Households	Asian Households	American Indian/Alaska Native Households	Pacific Islander Households	Other Households
Certificate	970	80	5	4	4	25
Mod-Rehab	-	-	-	-	-	-
Public Housing	397	20	11	3	11	0

Data Source: KHA and HACPFC, 2024.

Table 29.2—Race of Public Housing Residents by Program Type

Program Type	White Households	Black/ African American Households	Asian Households	American Indian/ Alaska Native Households	Pacific Islander Households	Other Households
Project-Based	26	3	-	-	-	-
Tenant-Based	701	43	1	2	3	15

Program Type	White Households	Black/ African American Households	Asian Households	American Indian/ Alaska Native Households	Pacific Islander Households	Other Households
Total Vouchers	727	46	1	2	3	15
VASH (special purpose vouchers)	-	-	-	-	-	-
Family Unification Program (special purpose vouchers)	-	-	-	-	-	-
Disabled (special purpose vouchers)	-	-	-	-	-	-
Total Special Vouchers	-	-	-	-	-	-

Data Source: KHA and HACPFC, 2024.

Tables 30.1 and 30.2 provide information on the ethnicity of voucher recipients and public housing residents. For both public housing and voucher recipients, approximately 60 percent of households identify as Hispanic.

Table 30.1—Ethnicity of Public Housing Residents by Program Type

Program Type	Hispanic	Not Hispanic
Certificate	578	392
Mod-Rehab	0	0
Public Housing	400	275

Data Source: KHA and HACPFC, 2024.

Table 30.2—Ethnicity of Public Housing Residents by Program Type

Program Type	Hispanic	Not Hispanic
Project-Based	26	3

Program Type	Hispanic	Not Hispanic
Tenant-Based	701	43
Total Vouchers	727	46
VASH (special purpose vouchers)	-	-
Family Unification Program (special purpose vouchers)	-	-
Disabled (special purpose vouchers)	-	-
Total Special Vouchers	-	-

Data Source: KHA and HACPFC, 2024.

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

KHA's waitlist for conventional public housing and Housing Choice Vouchers is currently closed. Waiting lists for HACPFC tend to open periodically but close within a few days of opening due to high demand. As described in Table 27, the average length of stay in public housing is over eight years, indicating a low turnover rate of units.

What are the number and type of families on the waiting lists for public housing and Section 8 tenant-based rental assistance? Based on the information above, and any other information available to the jurisdiction, what are the most immediate needs of residents of public housing and Housing Choice voucher holders?

KHA estimates that, at the time of this plan, there were 400 people on the public housing waiting list and 325 people on the Section 8 TBRA waiting list. KHA and HACPFC were unable to provide further demographic information into the nature of households on the waiting list.

Through consultations with service providers, a few key themes emerged regarding the needs of residents of public housing and Housing Choice Voucher holders:

- It is difficult for Section 8 recipients to find housing that meets the criteria of the program.
- Vouchers, such as VASH, cannot be used for transitional housing or other supportive service housing options, which provides barriers to services for special needs populations.

The large number of applicants across KHA's waiting lists demonstrates the significant need for affordable housing opportunities within the Consortium. KHA noted that their housing stock is not sufficient to meet the needs of the community. As stated in the 2024–2028 5-Year PHA Action Plan, KHA and HACPFC work to develop additional affordable housing units and expand voucher programs to help low-income individuals and households achieve long-term self-sufficiency.

How do these needs compare to the housing needs of the population at large

The need for affordable housing options and supportive services is felt across the population at large. The public housing authorities serve some of the region's lowest-income residents. Public housing residents are more likely to experience high stress levels, have limited access to health care, and experience more barriers to employment compared to the population at large.

Discussion

The Consortium identifies the key themes from this section to be as follows:

- For public housing and voucher programs, low turnover of units and long wait lists create a high demand for assistance.
- Voucher recipients often face additional barriers to obtaining housing, such as stringent inspection criteria on Section 8 units.
- A sizable percentage of public housing residents and voucher recipients live in households with either a person with a disability or a senior, which indicates a need for accessible public housing units.

NA-40 Homeless Needs Assessment - 91.405, 91.205 (c)

Introduction:

The NA-40 Homeless Needs Assessment of the Consolidated Plan describes the characteristics and needs of those experiencing homelessness in the Tri-Cities. The Benton Franklin CoC serves as the regional entity for the Consortium regarding homelessness. In this role, the Benton Franklin CoC operates a local Coordinated Entry (CE) system, coordinates local Point-in-Time (PIT) counts, and plans local homelessness response strategies. The Benton Franklin CoC was unable to provide data on the extent and nature of homelessness in the Tri-Cities. As a result, this section utilizes data from the 2024 PIT count and data included in the 2023 Tri-Cities HOME-ARP Allocation Plan regarding the demographics of people experiencing homelessness.

Overall, stakeholders note that the level of need for housing and supportive services for people experiencing homelessness has increased in the past five years, and the needs cannot be matched with the current shelter bed inventory. Special populations, such as veterans, migrant workers, and people with substance use disorder, have an increased need for supportive services. Additionally, the lack of affordable units compounding with existing issues such as mental health challenges, substance use disorder, or domestic violence increases a person’s risk of becoming homeless.

Homeless Needs Assessment:

This section provides information on the demographics of people experiencing homelessness throughout the Consortium to better understand the nature and needs of the population. As stated in the introduction, this section includes data from various sources.

The 2024 PIT count provides the most recent estimate of homelessness in Benton and Franklin Counties. A PIT count represents the number of people and households experiencing homelessness on a specific day as tabulated by the CoC. Note that the PIT count likely underrepresents the true nature of homelessness in the Consortium.

Table 31 provides the results of the 2024 PIT count for Benton and Franklin Counties. Across both counties, the PIT count identified 123 households who experienced homelessness on a specific day, and 30 of those households’ included children.

Table 31—2024 PIT Count: Benton and Franklin Counties

PIT Count	Benton County (Persons)	Benton County (Households)	Franklin County (Persons)	Franklin County (Households)
Households without Minors	65	65	48	48
Households with Minors	30	10	-	-
Households with Only Minors	-	-	-	-
Total	95	75	48	48

Data Source: Washington Department of Commerce 2024 PIT.

The 2023 Tri-Cities HOME-ARP Allocation Plan included data from the Benton Franklin CoC regarding homelessness in the two counties. The data is derived from a 2021 HMIS report, which provides demographic information on the number of individuals and households experiencing homelessness throughout the year. The report found that in 2021, 1,159 people from 779 households experienced homelessness. The tables listed below present data at the individual level.

Table 32 provides demographic information from the 2021 HMIS report. Of note, 44 percent of people experiencing homelessness in 2021 had a disabling condition and 13 percent experienced chronic homelessness.

Table 32—Demographics of Individuals Experiencing Homelessness in Benton and Franklin Counties (2021)

Group	Homeless Population	Percentage of Homeless Population
Male	579	50%
Female	579	50%
Trans/Non-Binary/Questioning	1	Less than 1%
-	-	-
White, Non-Hispanic	606	52%
Black/African American/African	75	7%
American Indian, Alaskan Native, or Indigenous	11	1%
Asian/Asian-American	10	1%
Native Hawaiian or Other Pacific Islander	7	1%
Hispanic/Latino	439	38%
-	-	-
Under 18	405	35%
18–24	125	11%

Group	Homeless Population	Percentage of Homeless Population
25–64	591	51%
65 and Older	34	3%
-	-	-
Veteran	24	2%
-	-	-
Disabling Condition	509	44%
Of Those with a Disabling Condition:	-	-
Physical Disability	258	51%
Chronic Health Condition	267	52%
Substance Use Disorder	127	25%
Mental Health Disorder	300	59%
Developmental Disability	125	25%
-	-	-
Unaccompanied Youth	106	9%
Chronically Homeless	155	13%

Data Source: Tri-Cities HOME-ARP Allocation Plan (2023).

The 2021 HMIS data also included information on the length of homelessness experienced by individuals. Data on the length of homelessness was available for 432 individuals (Table 33): 36 percent of individuals experienced homelessness for more than one year, while 22 percent of individuals experienced homelessness for less than one month.

Table 33—Length of Homelessness (2021)

Length of Time Homeless	Total Number of Individuals	Percentage of Total
Less than 30 Days	95	22%
1–3 Months	77	18%
3–6 Months	65	15%
6 Months–1 Year	42	10%
1–2 Years	55	13%
2–4 Years	51	12%
4+ Years	47	11%

Data Source: Tri-Cities HOME-ARP Allocation Plan (2023).

The 2023 HOME-ARP Allocation Plan also included historical PIT results from 2018–2023 regarding sheltered and unsheltered homelessness. For the PIT count, HUD defines sheltered homelessness as people in emergency shelters, transitional housing, and safe havens. HUD defines unsheltered homelessness as people who are experiencing homelessness but live outside of a shelter, such as in an encampment. Note, unsheltered counts were not taken in 2021.

Table 34 provides the number and percentage of people experiencing sheltered and unsheltered homelessness from 2018 to 2023. Of note, unsheltered homelessness grew smaller in percentage from 2018 to 2022 but increased significantly from 2022 to 2023, accounting for 40 percent of total instances of homelessness as described in the PIT count.

Table 34—Sheltered vs. Unsheltered Homelessness Counts (2018–2023)

Year	Sheltered Homelessness	Sheltered Homelessness Percentage	Unsheltered Homelessness	Unsheltered Homelessness Percentage
2018	83	51%	80	49%
2019	175	79%	47	21%
2020	155	82%	35	18%
2021	106	-	N/A	-
2022	199	93%	16	7%
2023	89	60%	59	40%

Data Source: Tri-Cities HOME-ARP Allocation Plan (2023).

If data is not available for the categories "number of persons becoming and exiting homelessness each year" and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth).

[The Washington State Homeless System Performance County Report Card](#) estimates the average length of time spent homeless for Benton and Franklin County residents entered into HMIS. In 2023, the average length of time spent homeless was 120 days in Benton County and 340 days in Franklin County. For both counties, the length of time homeless increased from 2022 to 2023. As depicted in Table 33, the most likely category of length of time spent homeless in 2021 was less than thirty days (22 percent) and 36 percent of the population experienced homelessness for longer than one year.

The Washington State Homeless System Performance County Report Card also estimates the housing outcomes for people entered into HMIS. In Benton County in 2023, 13 percent of people entered into HMIS returned to homelessness, while 76 percent exited into permanent housing. In Franklin County, 10 percent of people entered into HMIS returned to homelessness and 86 percent exited to permanent housing.

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

As depicted in Table 31, there were 10 households reported in the 2024 PIT count that included minors. Additionally, [Benton-Franklin Trends](#), supported by the Eastern Washington University Institute for Public Policy and Economic Analysis, estimates that there were 793 students experiencing homelessness in Benton and Franklin Counties in the 2023–2024 school year.

Table 32 indicates that, in 2021, 24 veterans experienced homelessness in Benton and Franklin Counties.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

In 2021, the majority of people experiencing homelessness identified as White (52 percent), 38 percent of people identified as Hispanic, and 6 percent identified as Black or African American. See Table 32 for additional information.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Table 34 depicts PIT count data from the past five years describing the nature of unsheltered and sheltered homelessness in the Tri-Cities. In 2023, 89 people experienced sheltered homelessness and 59 people experienced unsheltered homelessness in the Consortium, which account for 60 percent and 40 percent of total instances of homelessness, respectively. Since 2018, the number of people experiencing unsheltered homelessness has decreased overall but increased in percentage. The number of people experiencing sheltered homelessness increased sharply between 2022 and 2023 (from 7 percent of cases to 40 percent of cases).

Discussion:

The Consortium identifies the key themes of this section to be as follows:

- The housing and supportive service needs of households experiencing homelessness are greater than what can be provided with current resources in the Tri-Cities.

- Special populations, including people with disabilities, require additional, specialized supportive services.
- From 2022 to 2023, unsheltered homelessness increased in the community, indicating a need for housing and supportive services for that population.

NA-45 Non-Homeless Special Needs Assessment - 91.405, 91.205 (b,d)

Introduction

The NA-45 Non-Homeless Special Needs Assessment describes the housing and service needs of special needs populations. Special needs populations include people who may not be experiencing homelessness but have increased or distinct housing and supportive service needs, including:

- **Elderly:** Defined as aged 62 and older.
- **Frail elderly:** Defined as an elderly person who requires assistance with three or more activities of daily living such as bathing, walking, and performing light housework. CHAS data considers an individual aged 75 and over as frail elderly.
- **Persons with disabilities:** Defined as those with mental, physical, or developmental disabilities.
- **Persons with substance use disorders:** Defined as the recurrent use of alcohol or drugs that causes significant impairment such as health problems, disability, and the failure to meet major responsibilities at work, school, or home.
- **Victims of gender-based violence:** Defined as persons fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.
- **Veterans:** Defined as any person who has served at least one day in the military with any discharge type.

Overall, special needs populations have low incomes and often face challenges in finding and securing affordable housing opportunities. Stakeholders and community members emphasize the need for increased housing and supportive services, especially those with low barriers, to provide for these populations.

Describe the characteristics of special needs populations in your community:

Demographic information regarding the special needs populations listed in the Introduction is described in this section. Data for this section is provided by 2018–2022 ACS and 2016–2020 CHAS estimates.

Elderly and Frail Elderly

In 2022, 14 percent of the Tri-Cities population was over the age of 65, while 5 percent was over the age of 75. In 2020, 20 percent of total households included at least one person between the ages of 62 and 65, and 14 percent included a person older than 75. Additionally, 33 percent of extremely low-income households and 40 percent of low-income households included either an elderly or frail elderly member. Elderly and frail elderly residents accounted for 37 percent of people living with a disability in the Consortium.

Many elderly households live on fixed incomes, which leads to increased instances of cost burden and severe housing cost burden. Elderly households comprised 19 percent of renter households that experience a housing cost burden and 36 percent of owner households with a housing cost burden, according to 2020 CHAS estimates. Among extremely low-income households with a housing cost burden, 40 percent of renters are elderly households and 53 percent of owners are elderly households. Finally, elderly households make up 27 percent of severely cost-burdened renter households and 45 percent of severely cost-burdened owner households. Overall, elderly owner households comprise the greatest share of severe housing cost burden among all household types.

Persons with Disabilities

Approximately 14 percent of residents within the Tri-Cities lived with a disability in 2022. As stated above, 37 percent of those with a disability were over the age of 64, while 37 percent were between ages 35 and 64. The two most common types of disability were ambulatory difficulty (44 percent) and cognitive difficulty (44 percent). Additionally, 36 percent of people experienced difficulty living independently. People living with disabilities in the Tri-Cities experienced greater instances of poverty and smaller median earnings than those without a disability. Table 35 provides the median earnings and poverty rates for those with and without a disability in Richland, Kennewick, and Pasco in 2022.

Table 35—Median Income and Poverty Rates for People with Disabilities and Without Disabilities

City	Median Income (with a Disability)	Median Income (without a Disability)	Poverty Rate (with a Disability)	Poverty Rate (without a Disability)
Richland	\$46,541	55,166	11%	5%
Kennewick	\$30,955	\$41,842	18%	10%
Pasco	\$35,224	\$29,056	21%	10%

Data Source: 2018–2022 ACS.

Persons with Substance Use Disorder

Due to its nature, substance use disorder can be difficult to track. However, the Tri-Cities and Washington State have published reports that provide insight into drug and alcohol use trends within the Consortium.

In July 2024, the Washington State Department of Social & Health Services published a Risk and Protection Profile for Substance Abuse Prevention in each school district in the state. Listed below are key data points regarding substance use within the Richland, Kennewick, and Pasco school districts.

- Drug- and alcohol-related deaths have increased from 2011 to 2022 across all school districts in the Tri-Cities.
- In Richland, the rate of clients utilizing state-funded alcohol and drug services increased from 2011 to 2022.

Additionally, the Benton and Franklin Counties 2022 Community Health Needs Assessment provides information on opioid use and misuse in the counties. Of note:

- The rate of opioid prescriptions per 100 residents was 72.9 in Benton County, which was significantly higher than the state average of 39.5.
- Opioid overdose deaths and hospitalizations in Benton and Franklin Counties were 15.71 and 14.18 per 100,000 people, respectively.

Victims of Gender-Based Violence

The 2022 Annual Report from the DVSBF provides insight into the demographics and needs of people experiencing domestic violence, which is a form of gender-based violence. The report states that DVSBF answered 2,841 crisis calls and served 850 clients with advocacy, referrals, housing support, food, clothing, utility assistance, employment assistance, support groups, and safety planning. In particular, the agency

notes it helped 211 families find housing or stay housed and provided emergency funds to 639 families. Finally, DVSBF provided shelter services to 321 domestic violence survivors.

Additionally, the Benton and Franklin Counties 2022 Community Health Needs Assessment notes that the rate of reported domestic violence offenses per 100,000 people was 875.55 in Benton County and 635.59 in Franklin County in 2022. To put this into perspective, the rate for Washington State was 774.39.

Veterans

ACS data from 2022 indicates that there were 12,085 veterans living in the Tri-Cities: 45 percent of veterans were over the age of 65, 27 percent of veterans lived with a disability, and 5 percent lived below the federal poverty line.

What are the housing and supportive service needs of these populations and how are these needs determined?

The Consortium identified the jurisdiction's housing and supportive needs for special populations by analyzing information gathered through several methods, including:

- The 2025–2029 Tri-Cities Consolidated Plan Stakeholder Survey.
- The 2025–2029 Tri-Cities Consolidated Plan Community Survey.
- Consultation sessions with organizations, agencies, and partners working with low- and moderate-income people in the community.

Key findings as they pertain to special populations are outlined in this section.

Stakeholder Survey

The Stakeholder Survey asked respondents to indicate the level of need for housing for selected special needs populations in the Consortium. Listed below are the types of housing respondents indicated as the highest priority, along with the percentage of respondents who selected that type of housing.

- Housing for persons fleeing domestic violence, sexual assault, stalking, dating violence, or human trafficking (69 percent).
- Housing for persons with developmental, cognitive, or physical disabilities (62 percent).
- Housing for seniors (54 percent).

The survey also asked respondents to select public services and activities based on need. Listed below are the three highest-ranked services for special needs populations.

- Substance use disorder treatment services.
- Services for victims of domestic violence, sexual assault, dating violence, or human trafficking.
- Services for persons with a disability.

Finally, the survey provided space for respondents to describe any specific needs of low-income subpopulations, neighborhoods, or areas in the Tri-Cities. Multiple respondents indicated a need for affordable housing and shelter options with low barriers to vulnerable populations such as seniors, veterans, people with substance use disorder, and foreign-born residents.

Community Survey

The Community Survey asked respondents to identify the types of housing most needed for low- and moderate-income households. Listed below are the types of housing for special populations and the percentage of respondents who indicated it to be a priority.

- Housing for seniors (35 percent).
- Housing for people with a disability (33 percent).
- Housing for people with special needs (such as people living with HIV/AIDS or victims of domestic violence, etc.) (26 percent).

The survey also asked respondents to select five public services and activities by need. Listed below are the activities and the percentage of respondents who selected them for services for special needs populations.

- Substance use disorder treatment services (50 percent).
- Services for victims of domestic violence (34 percent).
- Senior services (29 percent).
- Services for people with a disability (23 percent).
- Services for veterans (12 percent).

Stakeholder Consultations

The Consortium held eight consultation sessions with over 25 community agencies and partners regarding the needs of low- and moderate-income households. In particular, the Consortium held sessions for Special Populations Service Providers, Youth Services Providers, and Human and Public Services Providers. Listed below are common themes that emerged from the consultation sessions regarding the needs of special populations.

- High rents and rental application requirements impose burdens on special populations, such as veterans, seniors, and people with disabilities, who tend to be on fixed incomes.
- There is a lack of low-barrier shelters and housing options.
- The quality of housing and lack of available resources to rehabilitate houses create barriers to providing accommodations/modifications to units for seniors and people living with a disability.
- There is a need to reinforce secondary support programs, such as pet pantries and food pantries, which are becoming more sought after due to high rents.
- Special populations need dedicated support services that are tailored to their individual needs, such as mental health services for veterans and low-barrier housing options for people with substance use disorder.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area.

The 2022 Washington State HIV Surveillance Report estimates that there were five new HIV cases reported in Benton and Franklin Counties in 2022, respectively. The report estimates that from 2018 to 2022, there were 34 new cases in Benton County and 27 new cases in Franklin County.

As outlined in the 2023 HIV/AIDS Epidemiology Report and Community Profile published by King County and Washington State, housing instability can hinder a person's ability to access and engage in critical medical care for people living with HIV/AIDS.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))

N/A.

Discussion

The Consortium identifies the key themes of this section to be as follows:

- Low-barrier housing options are needed to support special populations who may be unable to meet traditional rental application or shelter requirements.
- Mental and behavioral health services are needed as an accompaniment to housing to ensure special populations have the necessary resources to stay housed.
- Service providers must expand the scope and scale of services, such as adding language services, to fully meet the needs of the population.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Introduction

The NA-50 Non-Housing Community Development Needs section of the Consolidated Plan describes the public facilities, public infrastructure, and public services needs of the Consortium. Data for this section is provided by the following data sources:

- The 2025–2029 Tri-Cities Consolidated Plan Stakeholder Survey.
- The 2025–2029 Tri-Cities Consolidated Plan Community Survey.
- Consultation sessions with organizations, agencies, and partners working with low- and moderate-income people in the community.
- Data on calls for assistance from 211 from October 1, 2023, to September 29, 2024, in Benton and Franklin Counties.

Overall, stakeholders and community members emphasized a need for the following:

- Community centers and recreation facilities, including maintenance on existing infrastructure and new developments.
- Street and sidewalk enhancements, particularly to improve connectivity and accessibility for pedestrians.
- Mental health and substance use disorder services.

Describe the jurisdiction’s need for Public Facilities. How were these needs determined?

Across the three forms of engagement described below, two common themes for public facility improvements emerged:

- Expansion and maintenance of park and recreation facilities.
- Improvements to community facilities for specific groups, particularly residents who are unhoused or who are low- to moderate-income.

Stakeholder Survey Responses

Ten respondents of the stakeholder survey provided input on the need for public facilities in the Consortium. The first question asked respondents to select the public facility activities they believe are needed most in the Tri-Cities. Listed below are the top two selections and the percentage of respondents who selected the activity:

- Community centers for specific groups (70 percent).
- Parks and recreational facilities (50 percent).

The next question asked respondents to rank public facility activities based on need. Listed below are the top-ranked public facility needs selected by respondents and their corresponding weighted scores (scores closest to twelve indicate the highest-ranked choice).

- Community centers for specific groups (7.6).
- Parks and recreational facilities (6.9).

Community Survey Responses

Ninety respondents of the community survey provided input on the need for public facilities in the Consortium. The question asked respondents to select three facility activities that are most needed to serve low- and moderate-income people in the Tri-Cities. Listed below are the top three selections and the percentage of respondents who selected the activity.

- Improvements to facilities for people who are unhoused (61.1 percent).
- Improvements to nonprofit buildings that serve low- and moderate-income people or neighborhoods (51.1 percent).
- Improvements to facilities for people with special needs such as seniors, youth, people with disabilities, victims of domestic violence, etc. (50 percent).

Stakeholder Consultation

The Consortium held a consultation session with eight participants on the subject of city planning and public works, which included representatives from Public Works, Parks and Recreation, and Community Planning departments. Listed below are common themes that emerged from the consultation session regarding public facility needs:

- Aging infrastructure, particularly in older areas of the Tri-Cities, needs maintenance.
- Increased requests from residents for increased parks and recreation services.
- Current parks and recreation buildings need maintenance.

Describe the jurisdiction's need for Public Improvements. How were these needs determined?

Across the three forms of engagement described below, two common needs for public improvements emerged:

- Street and sidewalk improvements, particularly to remove barriers for seniors and those with a disability.
- Water infrastructure improvements.

Stakeholder Survey Responses

Ten respondents to the stakeholder survey provided input on the need for public improvements in the Consortium. The first question asked respondents to select the public improvement activities they believe are needed most in the Tri-Cities. Listed below are the top three selections and the percentage of respondents who selected the activity:

- Street and sidewalk improvements (50 percent).
- Americans with Disabilities Act (ADA) accessibility improvements (50 percent).
- Street lighting improvements (50 percent).

The next question asked respondents to rank public improvement activities based on need. Listed below are the top-ranked public improvement needs selected by respondents and their corresponding weighted scores (scores closest to twelve indicate the highest-ranked choice). Note that respondents ranked water and infrastructure improvements as the most needed public improvement.

- Water infrastructure improvements (9.2).

- Street and sidewalk improvements (8.9).
- ADA accessibility improvements (8.6).

Community Survey Responses

Ninety respondents of the community survey provided input on the need for public improvements in the Consortium. The question asked respondents to select three infrastructure activities that are most needed to serve low- and moderate-income people in the Tri-Cities. Listed below are the top three selections and the percentage of respondents who selected the activity.

- Street and sidewalk improvements (63.3 percent).
- Traffic lights/signs and public safety improvements (56.7 percent).
- Broadband internet access improvements (45.6 percent).

Stakeholder Consultation

The Consortium held a consultation session with eight participants on the subject of city planning and public works, which included representatives from the Public Works, Parks and Recreation, and Community Planning departments. Listed below are common themes that emerged from the consultation session regarding public improvement needs:

- The need to remove barriers in streets, such as curb and ramp improvements, to increase accessibility.
- Interest in improving public improvements in areas with limited connectivity and low car ownership rates.
- Some water and sewer infrastructure are currently under maintenance, but more attention is needed to the system, particularly with algae blooms in the Columbia River posing an additional challenge to some water sources.

Describe the jurisdiction's need for Public Services. How were these needs determined?

Across the four forms of engagement described below, two common public services needs emerged:

- Mental health services.
- Substance use disorder treatment services.

Stakeholder Survey Responses

Fourteen respondents of the stakeholder survey provided input on the need for public services in the Consortium. The first question asked respondents to select the public services activities they believe are needed most in the Tri-Cities. Listed below are the five selections and the percentage of respondents who selected the activity:

- Mental health services (92.86 percent).
- Substance use disorder treatment services (78.57 percent).
- Youth programs and services (50 percent).
- Childcare services (50 percent).

- Services for victims of domestic violence, sexual assault, stalking, dating violence, and human trafficking (50 percent).

The next question asked respondents to rank public facility activities based on need. Listed below are the top-ranked public service needs selected by respondents and their corresponding weighted scores (scores closest to twenty indicate the highest-ranked choice). Note that respondents ranked substance use disorder treatment services as the most needed public service.

- Substance use disorder treatment services (18.71).
- Mental health services (18).
- Services for victims of domestic violence, sexual assault, stalking, and human trafficking (16.14).
- Childcare services (15.64).
- Services for persons with a disability (15.36).

Community Survey Responses

Ninety respondents of the community survey provided input on the need for human services in the Consortium. The question asked respondents to select five human services that are most needed to serve low- and moderate-income people in the Tri-Cities. Listed below are the top five selections and the percentage of respondents who selected the activity.

- Mental health services (73.3 percent).
- Services for people who are unhoused (51.1 percent).
- Substance use disorder treatment services (50 percent).
- Services for victims of domestic violence, sexual assault, stalking, dating violence, or human trafficking (34.4 percent).
- Senior services (28.9 percent).

Stakeholder Consultation

The Consortium held three consultation sessions with community partners and organizations to access service needs in the Tri-Cities. The sessions covered the following topics: Special Needs Service Providers (five participants), Public and Human Services (six participants), and Youth Service Providers (eight participants). Listed below are common themes that emerged from the consultation sessions regarding public service needs:

- Transportation was a noted barrier for clients, emphasizing a need for transit and transportation services.
- As the Tri-Cities continues to diversify, there is a need for services to be provided in multiple languages. Languages noted include Burmese, Ukrainian, and Spanish.
- The need for public and human services is higher than what some organizations can provide due to staffing issues.
- Need for increased mental health services.

211 Data

211 Washington provides information on the number of calls received to 211 and the services requested. The Consortium reviewed call data from October 1, 2023, to September 29, 2024, for Benton and Franklin Counties. Between those dates, 211 received 8,921 calls originating in the two counties. Listed below are

the most common non-housing services requested through 211 and the percentage of calls they constituted.

- Food (13.8 percent):
 - 76.4 percent of requests in this category were for help buying food.
- Government and Legal (9.1 percent):
 - 27.3 percent of requests in this category were for housing law services.
- Utilities (8.4 percent):
 - 51.1 percent of requests in this category were for assistance with electric.

HOUSING MARKET ANALYSIS

MA-05 Overview

Housing Market Analysis Overview:

The Housing Market Analysis describes the landscape in which the Tri-Cities administers its programs by identifying the housing market, economic, and community development factors impacting low-and moderate-income people and communities in the Consortium.

The Market Analysis is comprised of eleven sections:

- Number of Housing Units
- Cost of Housing
- Condition of Housing
- Public and Assisted Housing
- Homeless Facilities and Services
- Special Needs Facilities
- Barriers to Affordable Housing
- Non-Housing and Community Development Assets
- Needs and Market Analysis Discussion
- Broadband Needs of Housing
- Hazard Mitigation

Like the Needs Assessment, the Market Analysis utilizes two primary data sources: data from the 2018–2022 ACS and 2016–2020 CHAS. These are the most recent versions of the data sets available at the time of drafting. This section also summarizes information from other existing reports, studies, and plans and input from the stakeholder survey, community survey, and consultation sessions to better understand recent trends impacting the region.

Key Themes from the Market Analysis:

Listed below are the major trends the Consortium identified as impacting low- and moderate-income households.

Housing Condition and Availability

- Low vacancy rates and a limited supply of naturally affordable housing and assisted units create a need for additional affordable housing units.
- There is a lack of accessible and affordable housing units for people with disabilities.
- As population and housing needs increase and developments with assisted units expire in the coming decades, the Tri-Cities could experience even greater demand for affordable housing units.
- With a large portion of Consortium households living in units built prior to 1980, there is a need to inspect and possibly rehabilitate units with structural or health concerns.
- Low- and moderate-income households tend to live in older, more naturally affordable units, which puts them at a greater risk of housing problems.
- Rehabilitation is needed to ensure an adequate supply of accessible units.
- There is an identified need to continue maintenance and rehabilitation of public housing units in need of repair.
- The need for assisted and public housing units in the Consortium is not met by the current voucher and unit portfolio.

Housing Affordability and Cost

- Increasing housing costs, coupled with the increased cost of other necessities, including food, childcare, and transportation, place considerable financial pressure on households across the Consortium, particularly for low- to moderate-income households.
- It is likely that the continued rise of rents and home values will further exacerbate existing affordability issues in the coming five years.
- Given the severity of housing cost burden and unaffordability emphasized by community members and stakeholders, traditional methods to calculate subsidies, such as fair market rent (FMR) and HOME rents, fall short of bridging the unaffordability gap.

Shelter Facilities and Services

- The current shelter capacity and resources are not sufficient to meet the needs of the community.
- There is a lack of transitional housing, shelters for specific populations, and low-barrier options observed by service providers.
- Stakeholders note that even with these services, they are seeing an increased demand for housing and supportive services that oftentimes outpaces provider capacity.

Economic Development

- There exist notable barriers for residents in the workforce to obtaining and maintaining employment, such as lack of affordable housing and childcare costs.
- Increasing connectivity, both to transportation and job networks, will help qualified candidates obtain and maintain employment.
- The business and workforce community in the Tri-Cities is still feeling the effects of the COVID-19 pandemic.

Broadband

- While broadband availability has increased in the past five years, there still exists digital equity gaps among vulnerable groups, including seniors and people living with a disability.

Natural Hazards

- The Tri-Cities maintain a moderate risk of flooding, drought, and wildfires. However, the effects of natural hazards are amplified among low- and moderate-income populations, who often have limited resources to flee dangerous conditions and recover quickly from severe weather events.

MA-10 Housing Market Analysis: Number of Housing Units - 91.410, 91.210(a)&(b)(2)

Introduction

The MA-10 Housing Market Analysis: Number of Housing Units provides insight into the number and characteristics of assisted and non-assisted housing units. Assisted units are properties that receive public funding, such as Section 8 or Low-Income Housing Tax Credits, to support low- and moderate-income housing needs. Non-assisted housing units do not receive such assistance.

Data regarding the number of total housing units comes from 2018–2022 ACS estimates, while data regarding assisted units comes from Washington State Housing Finance Commission’s Affordable Housing Data Portal.

Overall, stakeholders reported a lack of affordable housing options for residents, which includes naturally affordable, non-assisted units and assisted units. As discussed in the Needs Assessment, the vacancy rate in 2022 was 5 percent in the Tri-Cities, which exacerbates the need for more available units.

Types of Residential Properties

The Consortium had a total of 82,290 residential units (occupied and unoccupied) in 2022. Table 36 shows that 65 percent of all residential units are one-unit detached structures, also known as single-family homes.

Table 36—Residential Properties by Unit Number

Property Type	Number of Units	%
1-Unit Detached Structure	53,159	65%
1-Unit, Attached Structure	3,361	4%
2–4 Units	6,446	8%
5–19 Units	7,592	9%
20 or More Units	8,084	10%
Mobile Home, Boat, RV, Van, etc.	3,648	4%
Total	82,290	100%

Data Source: 2018–2022 ACS.

Unit Size of Occupied Housing Units by Tenure

Table 37 presents the unit size of the 77,873 occupied housing units in the Consortium in 2022. Most owner-occupied units (88 percent) had three or more bedrooms. Renter-occupied units tended to be smaller, with just 30 percent of total units having three or more bedrooms.

Table 37—Unit Size by Tenure

Number of Bedrooms	Owners		Renters	
	Number	%	Number	%
No Bedroom	197	0%	1,967	7%
1 Bedroom	515	1%	7,434	25%
2 Bedrooms	5,539	11%	11,571	39%
3 or More Bedrooms	44,515	88%	8,982	30%
Total	50,766	100%	29,954	100%

Data Source: 2018–2022 ACS.

Number and Characteristics of Assisted Units

As of 2024, the Tri-Cities Consortium has a total of 3,515 assisted affordable housing units, as depicted in Table 38. As stated in the Introduction, assisted units receive assistance from public funding sources to support low- and moderate-income households. Of these units, 63 percent have rents affordable to households earning 60 percent AMI (\$48,000 for a two-person household). Only 5 percent of these units have rents affordable to households earning 30 percent AMI (\$24,000 for a two-person household).

Table 38—Affordability of Assisted Units in the Tri-Cities

Affordability Level	Number	%
30% AMI	193	5%
35% AMI	36	1%
40% AMI	152	4%
45% AMI	53	2%
50% AMI	912	26%
60% AMI	2,169	63%
80%	0	0%
Total	3,515	100%

Data Source: Washington State Housing Finance Commission Affordable Housing Data Portal (October 2024).

Table 39 depicts the types of households targeted in assisted units. Most assisted units (57 percent) were not targeted to a special population. Of the units targeted, large households, people living with a disability (12 percent), and elderly households (11 percent) were the most common populations to be targeted with assisted units.

Table 39—Targeting of Assisted Units in the Tri-Cities

Special Population	Number	%
Elderly Households	386	11%
People Experiencing Homelessness	67	2%
Farmworkers	121	3%
Large Households	498	14%
People Living with Disabilities	438	12%
Not Targeted	2005	57%
Total	3,515	100%

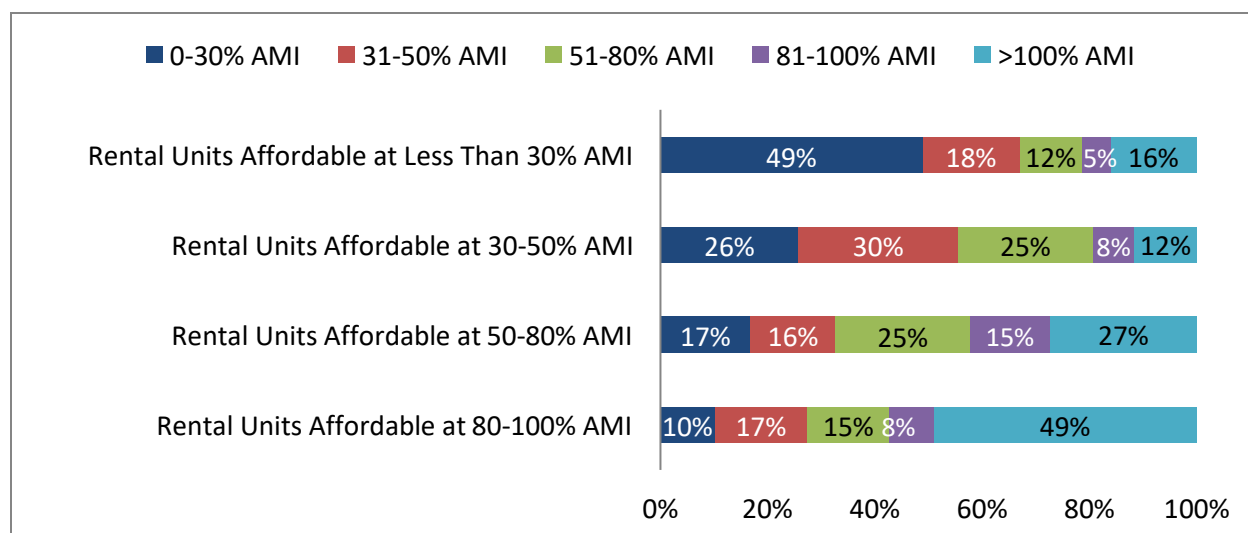
Data Source: Washington State Housing Finance Commission Affordable Housing Data Portal (October 2024).

Households Occupying Unaffordable Units

The 2020 CHAS data provides information on the number of households occupying units that are considered unaffordable to them. Households occupying unaffordable units indicates that there is not sufficient housing supply for each income level.

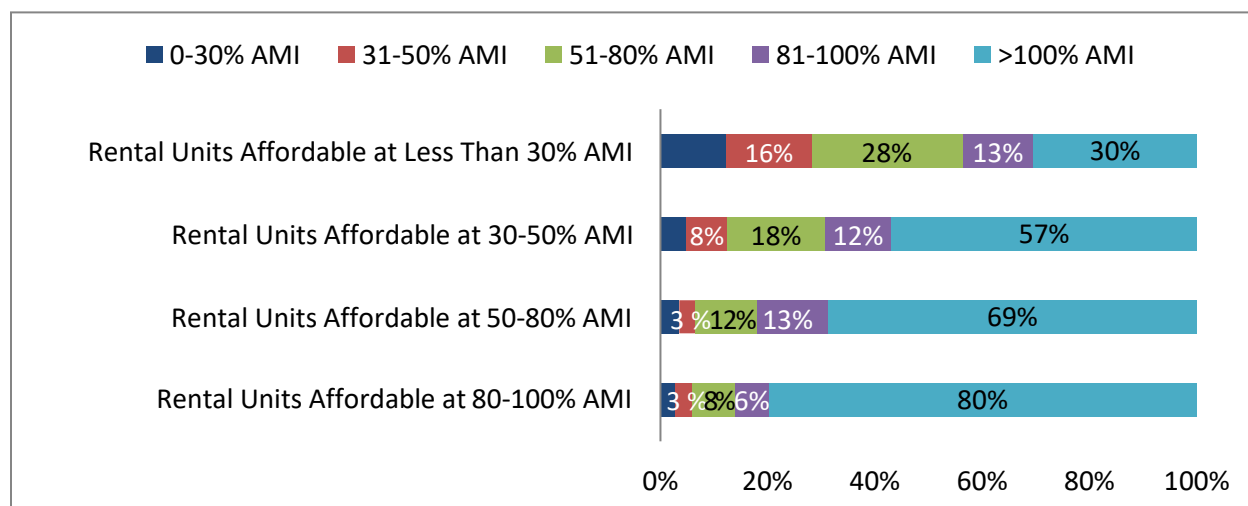
Figures 7 and 8 present the percentage of renters and owners at each income level occupying a unit for each housing affordability category in 2020. Of note, 26 percent of rental units affordable to low-income households and 33 percent of rental units affordable to moderate-income households are occupied by households with lower incomes. Additionally, 13 percent of owner units affordable to moderate-income households are occupied by households with lower incomes.

Figure 7—Housing Affordability by Household Income (Owner Households)



Data Source: 2016–2020 CHAS.

Figure 8—Housing Affordability by Household Income (Renter Households)



Data Source: 2016–2020 CHAS.

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

The Washington State Housing Finance Commission’s Affordable Housing Data Portal provides insight into the number of assisted units in the Consortium. As reflected in Table 38, there are 27 housing projects in the Tri-Cities that offer 3,515 assisted units, 193 of which are affordable to extremely low-income households. A complete list of assisted units is located in Table A1 in the Appendix.

Table 38 depicts the types of households targeted in assisted units. Most assisted units were not targeted to a special population. Of the units targeted, large households, people living with a disability, and elderly households were the most common populations to be targeted with assisted units.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

The Washington State Housing Finance Commission’s Affordable Housing Data Portal provides insight into the number of assisted units in the Consortium with subsidy restriction expiration dates. The Data Portal defines the subsidy expiration date as the date that the unit’s income and rent restrictions expire according to the regulatory agreement. The data indicates that a few hundred units may be lost to the private market over the next few years if property owners and public funders take no action to preserve unit affordability. Most assisted units in the Consortium that are included in the state database have subsidy expiration dates in the coming two to four decades.

Two properties, Orchard Hills Apartments and Heatherstone, have expiration dates that have already passed or are within the next five years. Affordability restrictions for Orchard Hills expired in 2023, and the affordability restrictions for Heatherstone expire in 2026. Together, these two properties account for 364 assisted units, 46 of which are targeted toward elderly households and 43 of which are targeted toward people with disabilities.

Five total developments, which include 1,179 assisted units, are set to expire before 2040. This includes 224 units for large families and 198 units for people living with a disability.

Does the availability of housing units meet the needs of the population?

The current availability of total and affordable housing units does not meet the needs of the population. Stakeholders and community members emphasized in surveys and consultations that the low vacancy rate in the Tri-Cities makes it difficult for residents to find housing. This indicates a need for more housing stock.

Each city estimated its future housing need in its most recent Comprehensive Plan Update. Richland estimated that 1,270 additional housing units would need to be created in the next twenty years. In Pasco, that figure was 15,217. Kennewick estimated that it would need 2,646 acres of land to accommodate increased housing needs. The cities outlined strategies to increase the availability of housing units in each city's respective Comprehensive Plans, including:

- Preserving and maintaining the existing housing stock.
- Supporting the development of a variety of housing types.
- Assisting residents with homeowner assistance and rehabilitation programs.

The Washington State Department of Commerce 2024 Housing Advisory Plan estimates the progress each county has made toward its production need goals. Between 2020 and 2023, Benton County met 90 percent of its production need (1,346 units created), while Franklin County met 66 percent of its production need (566 units created). The report notes that both counties made insufficient progress in meeting production goals for middle housing units (moderate-density housing types such as townhomes and duplexes) for moderate-income housing need.

Additionally, stakeholders and community members note the need for more affordable housing, which includes both naturally occurring affordable housing and assisted units. As displayed in Figures 8 and 9, 33 percent of rental units and 13 percent of owner units affordable to moderate-income households were occupied by low- or extremely low-income households, which indicates a lack of available units for the lowest-income categories. Also, stakeholders note that there is currently a lack of accessible and affordable housing units, which further limits housing options for people with disabilities.

Describe the need for specific types of housing.

In the stakeholder and community survey, as well as stakeholder consultations, the Consortium asked participants which types of housing are most needed in the Tri-Cities. Listed below are the most common responses.

- ADA and accessible units.
- Single-family homes.
- Apartments and rental housing with 1–3 bedrooms.
- Affordable homeownership opportunities.
- Housing for seniors.

Discussion

The Consortium identifies the key themes from this section as the following:

- Low vacancy rates and a limited supply of naturally affordable housing and assisted units create a need for additional affordable housing units.
- There is a further need for accessible and affordable housing units for people with disabilities.

- As population and housing needs increase and developments with assisted units expire in the coming decades, the Tri-Cities could experience even greater demand for affordable housing units.

MA-15 Housing Market Analysis: Cost of Housing - 91.410, 91.210(a)

Introduction

The MA-15 Housing Market Analysis: Cost of Housing section of the Consolidated Plan explores the cost of housing and characteristics of the rental market in the Tri-Cities, which provides context into the nature of housing cost burden and affordability experienced by residents. Data on the cost of housing is provided by ACS estimates (various years) and 2016–2020 CHAS.

Overall, the cost of housing in the Tri-Cities has risen considerably in the past ten years. As detailed in the Needs Assessment, low- and moderate-income households often experience housing cost burden or severe housing cost burden, which is exacerbated by rent increases.

Cost of Housing

2022 ACS data provides insight into the changes in housing costs for renter and owner households in Richland, Pasco, and Kennewick. Tables 40–42 depict the change in median home value and contract rent (rent charged to a tenant as agreed upon in a lease) from 2012 to 2022. Across all three cities, contract rents increased by more than 50 percent. Pasco saw the greatest increase in median home value and median contract rents: 104 percent and 60 percent, respectively.

Table 40—Cost of Housing in Richland

Value Type	Base Year: 2012	Most Recent Year: 2022	% Change
Median Home Value	\$194,400	\$365,800	88%
Median Contract Rent	\$733	\$1,145	56%

Data Source: 2008–2012 ACS (Base Year), 2018–2022 ACS (Most Recent Year).

Table 41—Cost of Housing in Pasco

Value Type	Base Year: 2012	Most Recent Year: 2022	% Change
Median Home Value	\$151,700	\$309,200	104%
Median Contract Rent	\$605	\$966	60%

Data Source: 2008–2012 ACS (Base Year), 2018–2022 ACS (Most Recent Year).

Table 42—Cost of Housing in Kennewick

Value Type	Base Year: 2012	Most Recent Year: 2022	% Change
Median Home Value	\$163,700	\$318,400	95%
Median Contract Rent	\$644	\$989	54%

Data Source: 2008–2012 ACS (Base Year), 2018–2022 ACS (Most Recent Year).

Table 43 provides data on the number of renters by contract rent bracket in 2022—77 percent of Tri-Cities renters paid between \$500 and \$1,499 monthly on contract rent.

Table 43—Rent Paid

Rent Paid	Number	%
Less than \$500	1,942	7%
\$500–999	10,437	40%
\$1,000–1,499	9,781	37%
\$1,500–1,999	3,093	12%
\$2,000 or more	1,105	4%
Total	26,358	100%

Data Source: 2018–2022 ACS.

Housing Affordability

CHAS provides information on the number of affordable units for each income category in 2020, which helps depict the landscape of affordability in the Tri-Cities. Predictably, the number of affordable housing units increases as income increases. For renters, 55 percent of the total units were affordable to moderate-income households, while just 10 percent of units were affordable to extremely low-income households. For owners, 0 percent of units were affordable to extremely low-income households, while 30 percent were affordable to moderate-income households (Table 44).

Table 44—Housing Affordability

Number of Units Affordable to Households Earning	Renter	Owner	Total
30% AMI	2,495	0	2,495
50% AMI	5,820	8,565	14,385
80% AMI	13,895	14,843	28,738
100% AMI	2,980	26,210	29,190
Total	25,190	49,618	74,808

Data Source: 2016–2020 CHAS.

The Zillow Observed Rent Index (ZORI) provides more recent data on rent prices. ZORI measures trends in market rents, which are based on what a unit could rent for under current market conditions as opposed to what it is currently being rented for (contract rent). Table 45 presents the market rent in the Tri-Cities in 2022 and 2024. In two years, market rents rose more than 15 percent in each city. Market rents rose most dramatically in Kennewick at 20 percent in the past two years.

Table 45—Market Rent Increases in Richland, Kennewick, and Pasco

City	Market Rent (January 2022)	Market Rent (August 2024)	Percent Change
Kennewick	\$1,358.39	\$1,633.34	20%
Pasco	\$1,523.61	\$1,782.87	17%
Richland	\$1,504.35	\$1,723.87	15%

Data Source: 2024 ZORI.

Monthly Fair Market and HOME Rents

FMRs represent the estimated cost to rent a moderately-priced dwelling in a local housing market. High and low HOME rents are derived from the local AMI and constitute the rent limit set by HUD for affordable housing. Together, FMRs and HOME rents determine the payment standard for various HUD housing programs.

Table 46 presents the HUD FMRs and HOME rents for the Kennewick-Richland, WA MSA in 2024. The table indicates that the FMR for each unit is higher than the HOME rents. For smaller units, the FMR and high HOME rents tend to be less than \$100 apart. For three- and four-bedroom units, the FMR is over \$300 higher than the high HOME rents.

Table 46—Monthly Rent

Monthly Rent (\$)	Efficiency (No Bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
FMR	\$1,052	\$1,206	\$1,485	\$1,960	\$2,361
High HOME Rent	\$1,052	\$1,199	\$1,441	\$1,655	\$1,826
Low HOME Rent	\$875	\$937	\$1,125	\$1,298	\$1,148

Data Source: HUD FMR and HOME Rents.

Is there sufficient housing for households at all income levels?

There is not sufficient housing for all income levels. Stakeholders and community members report unattainable rent increases, especially in the wake of expiring pandemic-era protections. Additionally, increasing housing costs, as well as the increased cost of other necessities, including food, childcare, and transportation, place considerable financial pressure on households across the Consortium, particularly for low- to moderate-income households.

Data provided throughout the Needs Assessment of the Consolidated Plan from recent ACS and CHAS estimates indicates high percentages of households, particularly extremely low- and low-income households, are cost-burdened and severely cost-burdened. Stakeholders noted throughout the consultation and survey process that lack of affordability remains a top issue in the Consortium and causes significant challenges for households.

How is affordability of housing likely to change considering changes to home values and/or rents?

Housing costs for both renter and owner households have increased significantly over the past ten years in the Consortium, according to ACS estimates. ZORI estimates indicate that in the past two years, market rents have increased by over 15 percent. Stakeholders noted throughout the consultation sessions that housing affordability continues to be a challenge in the Consortium. It is expected that home values and rents will continue to rise, exacerbating housing affordability issues.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

A challenge with FMRs and HOME rents that may impact affordable housing is that they often do not keep pace with changes in rents. According to ZORI estimates from August 2024, the average rent was \$1,617 in Kennewick, \$1,753 in Pasco, and \$1,734 in Richland. While ZORI does not report on average rents by unit type, the average rents in August 2024 appear to be higher than FMR and HOME rents for many unit sizes. As a result, HUD FMRs and HOME rents may be insufficient for households to afford decent units depending on where they live and the volatility of the local rental market. Insufficient FMRs and HOME rents can require deeper levels of housing subsidy to support lower-income households in remaining stably housed and support the Consortium's strategy to preserve and produce affordable housing units.

Discussion

The Consortium identifies the key themes from this section to be as follows:

- Increasing housing costs, coupled with the increased cost of other necessities, including food, childcare, and transportation, place considerable financial pressure on households across the Consortium, particularly for low- to moderate-income households.
- It is likely that the continued rise of rents and home values will further exacerbate existing affordability issues in the coming five years.
- Given the severity of housing cost burden and unaffordability emphasized by community members and stakeholders, traditional methods to calculate subsidies, such as FMR and HOME rents, fall short of bridging the unaffordability gap.

MA-20 Housing Market Analysis: Condition of Housing - 91.410, 91.210(a)

Introduction

The MA-20 Housing Market Analysis: Condition of Housing Section of the Consolidated Plan provides insight into the restoration and rehabilitation needs of the Consortium. Data regarding housing conditions comes from 2018–2022 ACS and 2016–2020 CHAS.

Both data sources capture information on housing units with at least one of the following “selected conditions.” Note that the conditions listed below correspond with the conditions defined in NA-15 Disproportionately Greater Need: Housing Problems.

- The housing unit lacks complete kitchen facilities.
- The housing unit lacks complete plumbing facilities.
- The household is crowded (more than one person per room).
- The household is cost-burdened (the household spends between 30 percent and 50 percent of its income on housing costs).

Overall, a significant percentage of the Consortium’s housing stock is older units, which are more likely to need rehabilitation and are more likely to be occupied by low- and moderate-income households. Additionally, stakeholders emphasized in consultation sessions that there is a severe shortage of accessible units in the area.

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation."

For the purposes of this Plan, each jurisdiction provides the following definitions:

Standard Condition: A housing unit is considered to be in standard condition if it meets HUD Housing Quality Standards (HQS) and “substandard condition but suitable for rehabilitation” when it does not meet HUD HQS. Further, a housing unit is in standard condition when it does not have any critical or major structural defects, has adequate plumbing facilities, and its appearance does not create a blighting influence. This condition requires no more than observable, normal maintenance; dwelling units that are in standard condition have no observable deficiencies or only slight deficiencies.

Substandard Condition But Suitable for Rehabilitation: A housing unit is considered to be in substandard condition but suitable for rehabilitation if units do not meet one or more of HUD HQS. These units may have deferred maintenance, inadequate insulation, modest structural problems, or other problems that can be reasonably repaired.

Substandard Condition and Not Suitable for Rehabilitation: A housing unit is considered to be in substandard condition and not suitable for rehabilitation if it is in poor condition and not structurally and financially feasible to rehabilitate.

Condition of Units

The number of selected conditions (defined in the Introduction) provides insight into the needs of housing structures. Note that the selected conditions described in the Consolidated Plan are not comprehensive in terms of all conditions that would require rehabilitation. Table 47 shows the number of

owner and renter households with selected housing conditions in 2022. The majority of owner-occupied units (81 percent) had none of the outlined housing conditions, and 51 percent of renter-occupied units had at least one of the outlined housing conditions.

Table 47—Condition of Units

Condition of Units	Owner-Occupied (#)	Owner-Occupied (%)	Renter-Occupied (#)	Renter-Occupied (%)
With One Selected Condition	9,120	18%	12,510	46%
With Two Selected Conditions	324	1%	1,369	5%
With Three Selected Conditions	42	0%	12	0%
With Four Selected Conditions	0	0%	0	0%
No Selected Conditions	41,280	81%	13,216	49%
Total	50,766	100%	27,107	100%

Data Source: 2018–2022 ACS.

Year Unit Built

The year a housing unit was built also provides insight into the rehabilitation needs of the structure. Older households are more likely to have structural issues in need of repair. Table 48 presents the age of residential units of renter- and owner-occupied housing in 2022. The table indicates that a significant portion of the Consortium’s housing stock (43 percent of owner households and 53 percent of renter households) was built prior to 1980.

Table 48—Year Unit Built

Year Unit Built	Owner-Occupied (#)	Owner-Occupied (%)	Renter-Occupied (#)	Renter-Occupied (%)
2000 or later	19,900	39%	7,412	27%
1980–1999	8,558	17%	5,433	20%
1950–1979	16,978	33%	11,255	42%
Before 1950	5,330	10%	3,007	11%
Total	50,766	100%	27,107	100%

Data Source: 2018–2022 CHAS.

Risk of Lead-Based Paint Hazard

The presence of LBP in a unit constitutes a hazard in need of rehabilitation. Units built prior to 1980 have a risk of LBP. Table 49 provides additional information on units built prior to 1980. In 2022, 11 percent of

owner-occupied units and 7 percent of renter-occupied units built prior to 1980 had children under the age of six present in the home.

Table 49—Risk of LBP

Risk of LBP Hazard	Owner-Occupied (#)	Owner-Occupied (%)	Renter-Occupied (#)	Renter-Occupied (%)
Housing Units Built Before 1980 with Children Present	2,874	11%	3,494	7%
Total Number of Units Built Before 1980.	22,308	44%	14,262	53%

Data Source: 2018–2022 ACS (Total Units) 2016–2020 CHAS (Units with Children present).

Vacant Units

Vacancy rates provide further insight into units that may need rehabilitation. Specific information on the condition of vacant units is not readily available. However, Table 50 presents the 2022 vacancy rates in each city. As stated in previous sections, the vacancy rates in the Tri-Cities are extremely low, with Richland and Kennewick experiencing a 6 percent vacancy rate and Pasco experiencing a 5 percent vacancy rate in 2022.

Table 50—Vacant Units

Vacancy	Richland	Kennewick	Pasco
Vacant Units	1,454	1,845	1,118
Vacancy Rate	6%	6%	5%

Data Source: 2018–2022 ACS.

Describe the need for owner and rental rehabilitation based on the condition of the jurisdiction's housing.

As described in this section and noted by stakeholders, a significant portion of the Tri-Cities housing stock is older units—22,308 owner households (44 percent) and 14,262 renter households (53 percent) are over four decades old. Older structures may require rehabilitation. In the Consortium, common problems seen in older units include unreliable parts and wiring, toxic components, and structural issues. Particularly among low- to moderate-income households, who may defer maintenance due to cost, rehabilitation can help mitigate severe housing problems. Stakeholders also noted that due to housing unaffordability, some low- and moderate-income households are forced to live in less expensive but substandard units.

Additionally, the lack of affordable, accessible units signifies a rehabilitation need, as units may need to be modified for people with physical disabilities or seniors. As stated in the Needs Assessment, veterans are the primary population affected by the substandard housing units and lack of accessible units in the Tri-Cities area. Veterans looking to secure housing with VASH vouchers find it difficult to locate units that meet the inspection requirements of the voucher. Persons with disabilities are also often veterans as well, so they are affected by the shortage of accessible units in the area. In addition to veterans, low-income

households are also affected by substandard housing conditions as it is difficult to find units that meet Section 8 inspection requirements.

Estimate the number of housing units within the jurisdiction that are occupied by low- or moderate-income families that contain lead-based paint hazards.

91.205(e), 91.405.

All housing units constructed prior to 1978 are at risk of containing LBP. ACS and CHAS data estimate the number of households constructed prior to 1980. While not all households built prior to 1980 are in need of LBP remediation, the age of the housing unit and the presence of young children indicate there is a possible risk of LBP exposure. Lower-income households with young children who reside in units with LBP hazards may be less able to afford remediation services.

The Consortium estimates that, in 2022, 36,570 households were built prior to 1980. Of those households, 6,368 include children under the age of six.

Discussion

The Consortium identifies the key themes from this section to be:

- With a large portion of Consortium households living in a unit built prior to 1980, there is a need to inspect and possibly rehabilitate units with structural or health concerns.
- Low- and moderate-income households tend to live in older, more naturally affordable units, which puts them at a greater risk of housing problems.
- Rehabilitation is needed to ensure an adequate supply of accessible units.

MA-25 Public and Assisted Housing - 91.410, 91.210(b)

Introduction

The MA-25 Public and Assisted Housing section of the Consolidated Plan describes the number, type, and characteristics of public housing units within the Consortium. As stated in NA-35 Public Housing, the KHA and the HACPFC manage public housing and vouchers for low- and moderate-income households in the Tri-Cities and provided the data analyzed in this section.

Overall, despite the variety of public and assisted housing units in the Consortium, stakeholders noted the need for increased availability and rehabilitation of these units to better meet the needs of the Consortium.

Totals Number of Units

This section provides an overview of the total number of units in the KHA and HACPFC public housing and voucher portfolio within Benton and Franklin Counties. The NA-35 Public Housing section of the Consolidated Plan provides definitions of the types of programs included in this section.

Tables 51.1 and 51.2 provide the combined number of units and vouchers available in the KHA and HACPFC. Note that NA-35 Public Housing provides information on the total number of vouchers and units in use. Combined, the two housing authorities manage 470 units of public housing, 280 of which are accessible units. The housing authorities also manage 1,507 Section 8 vouchers and 40 VASH vouchers.

Table 51.1—Total Number of Units by Program Type

Program Type	# Of Units Vouchers Available	# Of Accessible Units
Certificate	1507	N/A
Mod-Rehab	-	-
Public Housing	470	280

Data Source: KHA and HACPFC, 2024.

Table 51.2—Total Number of Units by Program Type

Program Type	# Of Units Vouchers Available	# Of Accessible Units
Project-Based	-	-
Tenant-Based	-	-
Total Vouchers	-	-
VASH (Special Purpose Voucher)	40	-
Family Unification Program (Special Purpose Voucher)	-	-

Program Type	# Of Units Vouchers Available	# Of Accessible Units
Disabled* (Special Purpose Voucher)	-	-
Total Special Vouchers	-	-

**Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition*

Data Source: KHA and HACPFC, 2024.

Describe the supply of public housing developments:

Together, KHA and HACPFC manage 470 units of public housing, 280 of which are considered accessible. Listed below is a description of each public housing property managed by the two housing authorities.

KHA

- Sunnyslope Homes: 124 units of one- to four-bedroom multi-family duplex units.
- Keewaydin Plaza: 66 units of one-bedroom units for elderly and disabled households.
- Lilac Homes: 16 tiny homes with one- and two-bedroom units.
- Bubble on Gum Street: Development under construction that will provide 58 one- to three-bedroom units.

HACPFC

- Scattered Site Properties: 47 two- to four-bedroom units:
 - Alderwood Square.
 - Oakwood Square.
 - Sagewood Square.
 - Beechwood Square.
 - Maplewood Square.
- Highland Park Homes: 24 two- to four-bedroom units.
- Rosewood Park: 168 units across four developments with one- to two-bedroom handicap-accessible units:
 - Octave Street.
 - W. Margaret Street.
 - High-Rise.
- Sprucewood Square: 60 units across two developments with one- to six-bedroom units:
 - N. 3RD Ave.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan.

The number and characteristics of housing units maintained by the two housing authorities are described in the previous answer. The physical conditions of public housing units are captured by HUD inspection scores. Developments can receive a maximum score of 100 from an inspection, with higher scores indicating that a property better meets HUD’s housing quality and inspection requirements. KHA and HACPFC were unable to provide the most recent inspection scores for all public housing developments. However, HUD’s Real Estate Assessment Center provides inspection scores from 2021. Table 52 depicts the inspection scores of two public housing properties in the Tri-Cities. Sunnyslope Homes received a score of 90, and High-Rise received a score of 88.

Public Housing Condition

Table 52—Public Housing Condition (2021)

Public Housing Development	Average Inspection Score
Sunnyslope Homes	90
Rosewood Park (High-Rise)	88

Data Source: HUD Real Estate Assessment Center, Public Housing Inspection Scores (2021).

Describe the restoration and revitalization needs of public housing units in the jurisdiction.

Stakeholders note that public housing units need rehabilitation. The PHA 5-Year Action Plan notes that HACPFC encourages and assists in the revitalization of distressed housing stock and completes yearly HQS inspections of existing facilities to ensure quality housing stock for residents.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing.

KHA and HACPFC participate in several programs to improve the living environment of households residing in public housing. Listed below are initiatives outlined in the 2024 Joint PHA 5-Year Action Plan.

HACPFC

HACPFC partners with local organizations to provide the following:

- On-site nutritional services provided by Meals on Wheels.
- On-site after-school educational and recreation activities.
- Substance abuse referral.

KHA

KHA partners with local organizations and the City of Kennewick to provide the following:

- A scholarship program.

- Access to computers and books for youthful residents.
- Grants for gardening beds and mentorship by the local Master Gardeners' Association.
- Reduced cost or free summer activity vouchers.

Discussion

The Consortium identifies the key themes from this section to be as follows:

- There is an identified need to continue maintenance and rehabilitation of public housing units in need of repair.
- The need for assisted and public housing units in the Consortium is not met by the current voucher and unit portfolio.

MA-30 Homeless Facilities and Services - 91.410, 91.210(c)

Introduction

The MA-30 Homeless Facilities and Services section of the Consolidated Plan provides data on the number of beds and units available in the Consortium for people experiencing homelessness. As explained in the NA-40 Homeless Needs Assessment section, the Benton Franklin CoC (located within the BoS CoC) coordinates local homelessness response strategies, including facilities and services. The Benton Franklin CoC was unable to provide the most recent Housing Inventory Count (HIC) data. To supplement it, this section presents data from the Consolidated Plan consultation sessions, 2021 HIC, and 2023 HMIS reports to describe the landscape of homeless facilities and services in the Tri-Cities. Listed below are the HUD definitions of the specific terms used to refer to housing and shelter for people experiencing homelessness.

- **Emergency Shelter:** Any facility with the primary purpose of providing temporary or transitional shelter for the homeless in general or for specific populations of the homeless.
- **Permanent Supportive Housing:** Permanent housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member (adult or child) with a disability in achieving housing stability.
- **Rapid Rehousing:** Permanent housing that provides short-term (up to three months) and medium-term (4–24 months) TBRA and supportive services to households experiencing homelessness.
- **Transitional Housing:** Temporary housing with supportive services to individuals and families experiencing homelessness with the goal of interim stability and support to successfully move to and maintain permanent housing.
- **Homelessness Prevention:** Short-term or medium-term rental assistance and housing relocation and stabilization services.

Overall, stakeholders and community members noted services and housing for people experiencing homelessness as a high priority. Stakeholders further noted that the current landscape of services is insufficient to provide for the needs of households experiencing homelessness.

Consultation Themes

The Consortium conducted a consultation session with service providers who work with people experiencing homelessness in the Consortium. In addition, the Consortium asked about the needs of people experiencing homelessness in the online stakeholder survey. Listed below are key themes that emerged from stakeholder engagement.

- Shelter supply, specifically low-barrier shelter supply, is lacking.
- Private sector housing options such as hotel stays, which used to serve as a part of providers' portfolio of housing options, are becoming too expensive or unavailable to utilize.
- There is a lack of transitional housing options.
- Limited options and shelter requirements sometimes force households to separate to receive shelter services.

Facilities Targeted to Homeless Persons (2021)

The HIC is an annual inventory of housing conducted during the last ten days in January. The count provides insight into the facilities targeted to those experiencing homelessness. Table 53 summarizes the results of the 2021 HIC. Of note, Benton and Franklin Counties had 269 emergency shelter beds and 299 rapid rehousing beds for people experiencing homelessness.

Table 53—Facilities Targeted to Homeless Persons (2021)

Population	Emergency Shelter	Transitional Housing	Permanent Supportive Housing	Rapid Rehousing
Families	70	43	11	100
Single Households	199	22	128	119
Chronically Homeless Households	-	-	-	-
Veterans	-	10	-	6
Unaccompanied Youth	-	-	-	-

Data Source: 2021 HIC.

HMIS Entries by Housing Type (2023)

HMIS entries add context to the demand and utilization of homeless facilities. The 2023 Washington State Homeless System Performance County Report Card catalogs the number of households that utilized each type of housing facility, as presented in Table 54. Across both counties, 203 households utilized emergency shelter, and 390 households utilized rapid rehousing.

Table 54—HMIS Entries by Housing Type

Housing Type	Benton County	Franklin County
Rapid Rehousing	332	58
Emergency Shelter	200	3
Permanent Supportive Housing	40	1
Transitional Housing	10	0
Homelessness Prevention	158	36

Data Source: 2023 Washington State Homeless System Performance County Report Card.

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons.

The Housing Resource Center (HRC) of Benton and Franklin Counties serves as the CE site in the Tri-Cities. As stated in the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025), HRC assesses households and identifies and refers them to programs that best fit their needs. Some of these resources include:

- Substance use disorder assessment and treatment services available through the Action Chemical Dependency Center, Benton Franklin Detox Center, Central Washington Comprehensive Mental Health and Dependency Health Services, and First Step Community Counseling Services.
- Mental health services available through Catholic Family and Child Services, Central Washington Comprehensive Mental Health and Dependency Health Services, Lourdes Counseling Center, and Therapeutic Innovations and Recovery.
- Training, job preparation, and employment services available through Columbia Basin College (CBC), Columbia Industries, Goodwill Industries, Work Source, Community Action Connection's Adult Literacy Program, and other training and literacy programs.
- Veteran's services available through Columbia Basin Veterans Coalition and Catholic Family and Child Services.
- The Benton Franklin County Human Services Department deploys an outreach team for people experiencing homelessness, which includes representatives from law enforcement and code enforcement, behavioral health providers, and housing providers.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The [HUD 2023 Continuum of Care Homeless Assistance Programs Housing Inventory Count Report](#) lists the number of beds and units available for emergency shelter, transitional housing, rapid rehousing, and permanent supportive housing in the Washington BoS CoC. Listed below are facilities that provide shelter and services to Tri-Cities residents and how those facilities specifically address the needs of special populations experiencing homelessness:

- Benton Franklin DHS: Provides emergency shelter, rapid rehousing, hotel vouchers, and permanent supportive housing to people experiencing homelessness, including programs for people living with disabilities.
- Domestic Violence Services: Provides emergency shelter, rapid rehousing, transitional housing, and vouchers to people experiencing domestic violence.
- Safe Harbor Crisis: Provides emergency shelter to youth experiencing homelessness.
- Tri-City Union Gospel Mission: Provides emergency shelter to single males and women with children experiencing homelessness.

- Elijah Family Homes: Provides transitional housing to families with substance use disorder or a history of felonies.
- Columbia Basin Veterans Coalition: Provides transitional housing to veterans.
- River of Life MCC: Provides transitional housing services.
- Blue Mountain Action Council: Provides rapid rehousing services.
- Oxford House: Provides rapid rehousing services to people with substance use disorder.
- Bishop Skylstad Commons: Provides supportive housing.
- Snipes H3: Provides housing and supportive services for youth 18–24 years of age.

Discussion

- The current shelter capacity and resources are not sufficient to meet the needs of the community.
- There is a lack of transitional housing, shelters for specific populations, and low-barrier options observed by service providers.

MA-35 Special Needs Facilities and Services - 91.410, 91.210(d)

Introduction

The MA-35 Special Needs Facilities and Services section of the Consolidated Plan describes the facilities and services available to special needs populations within the Tri-Cities. As discussed in the NA-35 Non-Homeless Special Needs Assessment section, special needs populations often have additional housing and supportive service needs. Special populations include, but are not limited to, persons with a disability, persons with substance use disorder, veterans, and seniors.

Overall, despite the variety of services available to special needs populations, stakeholders and community members note a desire for increased supportive services and accessible units.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify and describe their supportive housing needs.

The supportive housing needs of special needs populations are discussed in the NA-45 Non-Homeless Special Needs Assessment section. The most prominent needs identified through stakeholder and community engagement were:

- Low-barrier housing options.
- Dedicated supportive services, particularly mental health and substance use disorder services.
- Accessible units for people with physical disabilities.

The Tri-Cities work closely with the CoC, Benton and Franklin Counties, and regional partners to provide services and housing to special needs populations in the community through the provision of housing options and supportive services. Listed below are facilities within the Tri-Cities that specialize in supportive services for special populations. This list is not exhaustive.

- Elijah Family Homes provides stable housing for families seeking recovery and safety from substance use disorder.
- Pasco Haven, which is a 60-unit housing project in Pasco, provides mental health support and health care services.
- Senior Life Resources provides services, including meals on wheels, nutrition and companionship, and home care services, to help seniors age in place.
- The Benton County Veterans Assistance Program supports veterans and their families with emergency needs and offers outreach and case management to keep veterans housed. The program currently supports over 1,000 families.
- The Benton and Franklin Counties Veteran Service Officer assists veterans in applying for public benefits and offers housing assistance.
- Columbia Valley Recovery offers crisis stabilization, short-term treatment, and residential treatment for people experiencing substance use disorder.
- DVSBF offers emergency housing and supportive services for those experiencing domestic violence.
- Snipes H3 provides housing and supportive services to youth 18–24 years of age.

- As stated in NA-35, KHA and HAPFC serve low-income residents living in the Consortium with housing assistance.
- Home Base Connections Center is the regional administrator of HOPWA funds for Asotin, Benton, Franklin, Garfield, and Walla Walla Counties. Services offered include assistance with moving costs, short-term rental, mortgage, and utility assistance, and TBRA.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.

People with medical conditions, particularly people experiencing housing instability or homelessness, often need access to care and a safe place to recover after leaving the hospital. Experiencing homelessness can create and exacerbate physical, mental, and behavioral health conditions, and many who experience homelessness have complex medical needs. The Tri-Cities supports and participates in the Benton and Franklin CoC and Benton County Department of Human Services as the lead agency for the CoC. Benton and Franklin County Department of Human Services manages programs to assist individuals and families at risk of becoming homeless through CE. Members of the CoC have, over the years, worked together to improve the discharge systems in the community to reduce the potential for persons being discharged from institutions (hospitals, mental health facilities, foster care, and corrections facilities) to be released into homelessness. Homeless service and housing providers have been working with counselors and release agents from Eastern Washington Mental Health Hospital to smooth transitions and community support for persons with prior residence in the Tri-Cities who are being discharged.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2)).

As detailed in the Action Plan, one of the Consortium's goals for fiscal year 2025 is to increase and preserve affordable housing choice. In doing so, the Tri-Cities will work to preserve and expand the supply of affordable housing by funding activities such as homeowner and rental rehabilitation, which can provide accessibility improvements to people with disabilities and seniors. Additionally, the Consortium will support programs such as TBRA and downpayment assistance to help low- and moderate-income households, including special needs populations, obtain and maintain housing.

Discussion

The Consortium identifies the key themes in this section to be as follows:

- Stakeholders note that even with these services, they are seeing an increased demand for housing and supportive services that oftentimes outpaces provider capacity.

MA-40 Barriers to Affordable Housing - 91.410, 91.210(e)

Describe any negative effects of public policies on affordable housing and residential investment

Stakeholders emphasized through consultation sessions that there are a limited number of active affordable housing developers in the Tri-Cities.

The Consolidated Plan Stakeholder survey asked respondents what they believe the biggest barrier to affordable housing development is in the Tri-Cities. Listed below are their top three answers.

- High cost of development.
- Lack of funding.
- Lack of incentive for developers.

In a consultation held with affordable housing developers, stakeholders emphasized the barriers that exist to getting dollars to developers, including:

- Lack of connection with financing models and community partnerships.
- Lack of understanding regarding the nature of affordable housing in the wake of local stigmas regarding affordable housing.
- State legislation, such as the Climate Commitment Act, increases regulations on new buildings.

Richland, Kennewick, and Pasco engage in ongoing efforts to advance public policy to increase the support of affordable housing development for Tri-Cities residents.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

The MA-45 Non-Housing Community Development Assets section of the Consolidated Plan summarizes data trends related to employment and the workforce, including labor force participation, educational attainment, and workforce skills, training, and development efforts in the Tri-Cities. Data regarding educational attainment and median income comes from the 2018–2022 ACS. Data on jobs by sector comes from the most recent Longitudinal Employer-Household Dynamics data (2021). To more accurately compare jobs with workers, Table 55 uses 2017–2021 ACS estimates.

Overall, stakeholders note that COVID-19 changed the landscape of the economy in the past five years. Additionally, high cost of living and connectivity issues serve as barriers to obtaining and maintaining employment.

Economic Development Market Analysis

The Tri-Cities is home to a diverse economy. The three cities enjoy a favorable geographic position located at the confluence of the Columbia River and its major tributaries, the Snake and Yakima Rivers, and surrounded by more than a million acres of farmland in Benton and Franklin Counties. Production, manufacturing, and food processing are noted industries in the region. The forthcoming sections outline the business activity and education trends observed in the Tri-Cities according to 2022 ACS data.

Business Activity

The characteristics of the workforce provide insight into the nature of the economy and economic development needs in the region. Table 55 summarizes the number of workers and jobs in each sector in 2021. According to 2021 ACS data, the three most common sectors by worker and job were Education and Health Care Services, Professional, Scientific, and Management Services, and Retail Trade.

Table 55—Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs Less Workers %
Agriculture, Mining, Oil & Gas Extraction	3,800	1,592	5%	2%	-4%
Arts, Entertainment, Accommodations	3,831	7,958	5%	9%	3%
Construction	6,125	7,973	9%	9%	0%
Education and Health Care Services	14,080	22,329	20%	24%	4%
Finance, Insurance, and Real Estate	2,774	3,431	4%	4%	0%
Information	1,046	626	1%	1%	-1%
Manufacturing	6,256	4,970	9%	5%	-4%
Other Services	2,391	2,058	3%	2%	-1%
Professional, Scientific, Management Services	11,226	21,326	16%	23%	7%
Public Administration	4,095	2,398	6%	3%	-3%
Retail Trade	6,683	11,910	10%	13%	3%
Transportation & Warehousing	5,381	4,021	8%	4%	-3%
Wholesale Trade	2,133	2,604	3%	3%	0%
Grand Total	69,821	93,196	100%	100%	0%

Data Source: 2017–2021 ACS (Workers), 2021 Longitudinal Employer-Household Dynamics (Jobs).

Table 56 presents the unemployment rate in the Tri-Cities in 2022. In that year, 5.1 percent of Tri-Cities residents were unemployed. The unemployment rate was nearly double for 16–24-year-old residents at 10.1 percent.

Table 56—Labor Force

Labor Force Statistic	Number of People
Total Population in the Civilian Labor Force	107,072
Civilian Employed Population 16 years and over	101,376
Unemployment Rate	5.1%
Unemployment Rate for Ages 16–24	10.1%
Unemployment Rate for Ages 25–65	3.8%

Data Source: 2018–2022 ACS.

Table 57 summarizes the occupations of Tri-Cities workers by sector in 2022. The most common sector of employment was management, business, and financial, which accounted for 39 percent of workers.

Table 57—Occupations by Sector

Occupations by Sector	Number of People
Management, Business, and Financial	39,351
Farming, Fisheries, and Forestry Occupations	3,793
Service	16,540
Sales and Office	18,824
Construction, Extraction, Maintenance, and Repair	9,055
Production, Transportation, and Material Moving	13,804

Data Source: 2018–2022 ACS.

Table 58 provides information on the average commute time of Tri-Cities residents. The majority of residents (77 percent) had a commute under 30 minutes.

Table 58—Travel Time

Travel Time	Number of Residents	Percentage
<30 Minutes	70,094	77%
30–59 Minutes	16,223	18%
60 or More Minutes	4,605	5%
Total	90,922	100%

Data Source: 2018–2022 ACS.

Education

Educational attainment provides insight into the training and job needs of residents. Table 59 displays the educational attainment by employment status of Tri-Cities residents in 2022. Predictably, increases in education level correlated with decreases in unemployment. Seven percent of people without a high school diploma were unemployed in 2022 compared to 2 percent of people with a bachelor's degree or higher.

Table 59—Educational Attainment by Employment Status

Educational Attainment	In Labor Force (Civilian Employed)	In Labor Force (Unemployed)	Not in Labor Force
Less Than High School Graduate	9,544	738	5,450
High School Graduate (Includes Equivalency)	17,790	907	6,966
Some College or Associate's Degree	26,779	1,097	7,064
Bachelor's Degree or Higher	27,603	474	4,621

Data Source: 2018–2022 ACS.

Table 60 displays educational attainment by age. Overall, 30 percent of Tri-Cities residents had a bachelor's degree or higher in 2022, while 86 percent had a high school diploma or higher.

Table 60—Educational Attainment by Age

Educational Attainment	18–24 yrs (Age)	25–34 yrs (Age)	35–44 yrs (Age)	45–65 yrs (Age)	65+ yrs (Age)
Less Than 9th Grade	299	1,271	2,312	4,837	2,423
9th to 12th Grade, No Diploma	3,650	2,466	2,067	2,779	1,174
High School Graduate, GED, or Alternative	8,165	8,546	6,722	10,395	7,050
Some College, No Degree	5,834	7,606	6,343	9,774	7,958
Associate's Degree	1,503	3,608	2,802	4,940	2,699
Bachelor's Degree	1,425	6,699	5,168	8,341	4,899
Graduate or Professional Degree	99	3,033	3,899	5,558	4,000

Data Source: 2018–2022 ACS.

Table 61 shows the 2022 median earnings of Tri-Cities residents with varying levels of educational attainment. In each city, higher levels of educational attainment correlated with increased median earnings.

Table 61—Median Earnings in the Past 12 Months

Educational Attainment	Richland	Pasco	Kennewick
Less Than High School Graduate	\$33,646	\$32,385	\$32,567
High School Graduate (Includes Equivalency)	\$46,234	\$40,026	\$34,898
Some College or Associate's Degree	\$46,660	\$49,212	\$49,634
Bachelor's Degree	\$75,083	\$72,340	\$68,827
Graduate or Professional Degree	\$94,824	\$89,211	\$82,422

Data Source: 2018–2022 ACS.

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to 2021 ACS data, the three most common sectors by worker and job were:

- Education and Health Care Services (20 percent of workers and 24 percent of jobs).
- Professional, Scientific, and Management Services (16 percent of workers and 23 percent of jobs).
- Retail Trade (10 percent of workers and 13 percent of jobs).

Within these sectors, there are a variety of employers in the region. Listed below are the ten largest employers and their sectors in the Tri-Cities as reported by the Tri-City Development Council. Many of these employers align with the major sectors identified. In addition, this list identifies food processing and environmental remediation as additional sectors in the Tri-Cities.

- Battelle/Pacific Northwest National Laboratory (Research and Development).
- Kadlec Regional Medical Center (Health Care).
- Kennewick School District (Education).
- Lamb Weston (Food Processing).
- Washington River Protection Solutions (Environmental Remediation).
- Pasco School District (Education).
- First Fruits Farms (Food Processing).
- Richland School District (Education).
- Central Plateau Cleanup Company (Environmental Remediation).
- Bechtel National (Engineering and Construction).

Describe the workforce and infrastructure needs of the business community:

The Consortium conducted a consultation with economic development organizations regarding the needs of the business community. Stakeholders noted that employers face challenges finding workers. Listed below are common themes that emerged from the consultations as to why employers are struggling to

hire. Overcoming these barriers to employment for Tri-Cities residents is a need of the business community.

- The lack of access to childcare services is prohibitive to people entering the workforce.
- Transportation is a large barrier to maintaining employment.
- Potential workers and businesses have a lack of understanding about available opportunities and the pathway to those opportunities.
- The lack of affordable housing opportunities makes it difficult for potential workers to relocate.
- The pandemic shifted the demographics of the workforce. Many residents are opting for remote work opportunities and a higher number of women are exiting the workforce.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The Benton-Franklin Council of Governments 2021–2025 CEDS outlines several initiatives the counties will take to promote economic development, including supporting the following projects:

- Creating a Regional Post-Disaster Economic Recovery and Resilience Plan.
- Infrastructure projects to support industrial development.
- Support for clean energy projects.

Additionally, since 2022, the Tri-City Regional Chamber of Commerce has operated the Benton County Business Resource Initiative, which provides financial assistance to businesses negatively impacted by COVID-19. In 2023, the program awarded 161 grants ranging from \$3,000 to \$30,000 with a total investment of over three million dollars. These funds can be used for workforce training, work incentive bonuses, rent/utilities assistance, digital platform upgrades, and outdoor space enhancements.

The Tri-City Regional Chamber of Commerce writes in its 2023 Annual Report that this program is a catalyst for transformative change within the business community to allow small businesses to recover from the pandemic and become resilient to future challenges. These grants help to create more opportunities for small businesses to expand and create economic and employment opportunities within the Tri-Cities.

Finally, in October 2024, Lamb Weston announced the closure of a potato processing plant in Franklin County, which employed 375 local residents. The plant closure will likely impact the workforce and economy of the region as displaced workers look to find other employment opportunities. The TRIDEC noted that the organization will provide job search support to laid-off workers.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

In 2022, 30 percent of Tri-Cities residents over the age of 25 obtained a bachelor's degree or higher. This figure was 46 percent in Richland, 26 percent in Kennewick, and 20 percent in Pasco. Many positions in the top sectors of the Consortium, such as Professional, Scientific, and Management Services, Healthcare, and Education, require a bachelor's degree. Additionally, as stated previously in this section, stakeholders noted that hiring employees with the necessary training is a barrier to economic development.

Stakeholders noted that some residents might not know the options or pathways to engage with employment opportunities. Other residents, such as persons with limited English, face additional barriers to obtaining employment despite having the necessary skill set.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

There are several initiatives and programs to develop the workforce in the Tri-Cities and to prepare for changing industries. Washington State University, Tri-Cities offers, in addition to four-year degrees and professional programs, specialized course work at the Bio-Products, Science and Engineering Laboratory, which was developed in partnership with the Pacific Northwest National Laboratory. This is industry-targeted, as are other programs offered, such as the program in viticulture and enology.

CBC in Pasco offers several workforce programs targeted to trades, business, health care, and public services. While programs are available and affordable, there is a need to reach out in a more coordinated way to potential students and the business community, as there is a central information system. The High School Academy at CBC recruits youth ages 16 to 20 to achieve a high school diploma and advanced career training. The initiative is the result of a partnership with schools, the Fast Forward Program (Boys and Girls Club), the Benton Franklin Juvenile Justice Center, and community agencies.

The Small Business Development Center at TRIDEC helps start-up companies and small businesses. The Center is a partnership with CBC; Washington State University, Tri-Cities; US Small Business Administration; and local and regional governments in providing support and training for businesses.

The Pasco Specialty Kitchen focuses on goods-based business development. The fully equipped and licensed kitchen, partially funded by the US Department of Commerce, Economic Development Administration, supports developing businesses and provides training and other support. The Specialty Kitchen and Farmer's Market are projects supported by the City of Pasco.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The Benton-Franklin Council of Governments 2021–2025 CEDS includes the following goals:

- Improve the municipal infrastructure to support a growing and diverse population in an increasingly carbon-free economy.
- Effectively plan for economic diversification and innovation.
- Enhance economic resilience and workforce development.
- Improve the quality of life of residents and expand the number of tourism-related activities.

Discussion

The Consortium identifies the key themes of this section to be as follows:

- There exist notable barriers for residents in the workforce to obtaining and maintaining employment, such as lack of affordable housing and childcare costs.
- Increasing connectivity, both to transportation and job networks, will help qualified candidates obtain and maintain employment.
- The business and workforce community in the Tri-Cities is still feeling the effects of the COVID-19 pandemic.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

As of 2024, there have been no significant changes to the areas identified with concentrated housing problems in Pasco and the surrounding Tri-Cities in the past five years. The eastern portions of each city, particularly those with older housing stock, continue to face housing challenges. This aligns with the ongoing concerns noted in 2019 regarding older housing being more prone to issues like structural decay and overcrowding, which is particularly prevalent in mobile home parks across the region.

Stakeholders still emphasize the need for improvements in these areas, especially in older neighborhoods in Pasco, where deteriorating housing conditions persist. These areas have also seen demographic shifts, with Pasco's population growth being driven by younger residents and a majority Latino population. The city's aging housing stock, especially in lower-income neighborhoods, continues to correlate with housing problems, reinforcing the need for targeted interventions in these eastern sectors.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

As of the most recent data available in 2021, the two census tracts in Pasco were designated as R/ECAPs. These areas have been consistently recognized for their high minority populations and poverty rates above 40 percent.

No significant changes have been reported in the identification of new R/ECAPs within the Tri-Cities, though the concentrated areas continue to exhibit ongoing socioeconomic challenges. Additionally, disparities in poverty rates for specific racial and ethnic groups (such as Black or African American, American Indian, Alaska Native, and Hispanic or Latino households) persist in Pasco and Kennewick, with poverty rates more than 5 percent higher than the general consortium average.

Thus, while these concentrated areas remain largely the same, the economic disparities and challenges faced by these populations continue to be a critical focus for local and federal planning efforts.

What are the characteristics of the market in these areas/neighborhoods?

As of 2024, the characteristics of the housing market in areas of concentrated poverty in Pasco and the Tri-Cities remain similar to what was reported in 2019. These areas, particularly in the eastern portions of Pasco, continue to feature lower home values and rents, which are linked to the concentration of poverty and housing problems such as overcrowding, substandard housing conditions, and cost burdens.

While property values have risen across the broader Tri-Cities region due to population growth and economic development, the neighborhoods identified as R/ECAPs still lag in terms of housing quality and affordability. The demand for affordable housing has increased, but the older housing stock in these areas, including mobile home parks, continues to contribute to higher levels of housing-related issues.

In summary, while there may be slight increases in overall property values due to regional economic growth, the fundamental market characteristics—low property values, aging housing stock, and significant housing demand—persist in these concentrated areas of poverty. These factors continue to exacerbate housing issues in the identified R/ECAPs in Pasco.

Are there any community assets in these areas/neighborhoods?

As of 2024, community centers and faith-based organizations remain vital assets in the low-income neighborhoods of Pasco and the broader Tri-Cities, particularly in areas with lower home values and rents. These resources continue to play a crucial role in providing social, educational, and support services to residents, especially in areas with concentrated poverty, like Pasco's R/ECAPs. The importance of these assets has not diminished; instead, it has grown as population increases and economic disparities have heightened the demand for social services.

While specific locations of community assets have remained largely the same, these organizations have adapted to the evolving needs of the community. For instance, some community centers and faith-based groups have expanded their services to include more focused assistance in areas like food security, housing support, and mental health, which are increasingly critical in these low-income areas.

Overall, community assets such as faith-based organizations and community centers continue to be key to supporting low-income families in the Tri-Cities. These institutions provide vital social services and community connections, helping to alleviate some of the challenges faced by residents in these economically disadvantaged areas.

Are there other strategic opportunities in any of these areas?

As of 2024, the strategic opportunities for leveraging community assets and promoting inclusive development in Pasco and the surrounding Tri-Cities have not significantly changed from the 2019 findings. Encouraging inclusive development continues to be a priority, with a focus on utilizing community centers, faith-based organizations, and public infrastructure to revitalize economically disadvantaged areas.

Each city operates under a Comprehensive Plan, which emphasizes mixed-use development, affordable housing, and improving public transportation. Pasco's Comprehensive Plan highlights strategic efforts to enhance the quality of life in low-income neighborhoods through public-private partnerships and investment in infrastructure. However, there has been increased attention on integrating sustainability and resilience into these development strategies, likely reflecting the broader focus on climate adaptation and resource efficiency in urban planning.

One noticeable shift is the growing emphasis on sustainability and long-term resilience, particularly in response to the region's rapid population growth and economic changes. The Comprehensive Plans are evolving to address new challenges related to housing affordability, environmental sustainability, and the need for greater community involvement in development processes.

Overall, while the core strategies of leveraging community assets and promoting inclusive development remain unchanged, there is a stronger focus on sustainability and resilience in the strategic opportunities for these areas.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

According to 2022 ACS estimates, 6 percent of households in the Tri-Cities did not have internet access. Broken down by city, 4 percent of Richland households, 5 percent of Pasco households, and 7 percent of Kennewick households did not have internet access. Households without internet connection do not have equal access to resources such as those provided by government agencies, schools, and employers.

In 2023, Benton and Franklin Counties both created Broadband and Digital Equity Local Action Plans that describe the needs of low- and moderate-income households and neighborhoods. The plans indicate that Northeastern Kennewick and census tracts along the Columbia River inside the cities of Kennewick and Pasco have the greatest need for digital equity. It is estimated that between 15–22 percent of households in these census tracts do not have access to a computer, and 15–40 percent of households speak English as a second language. The report also lists the following populations as having the greatest need in Benton and Franklin Counties:

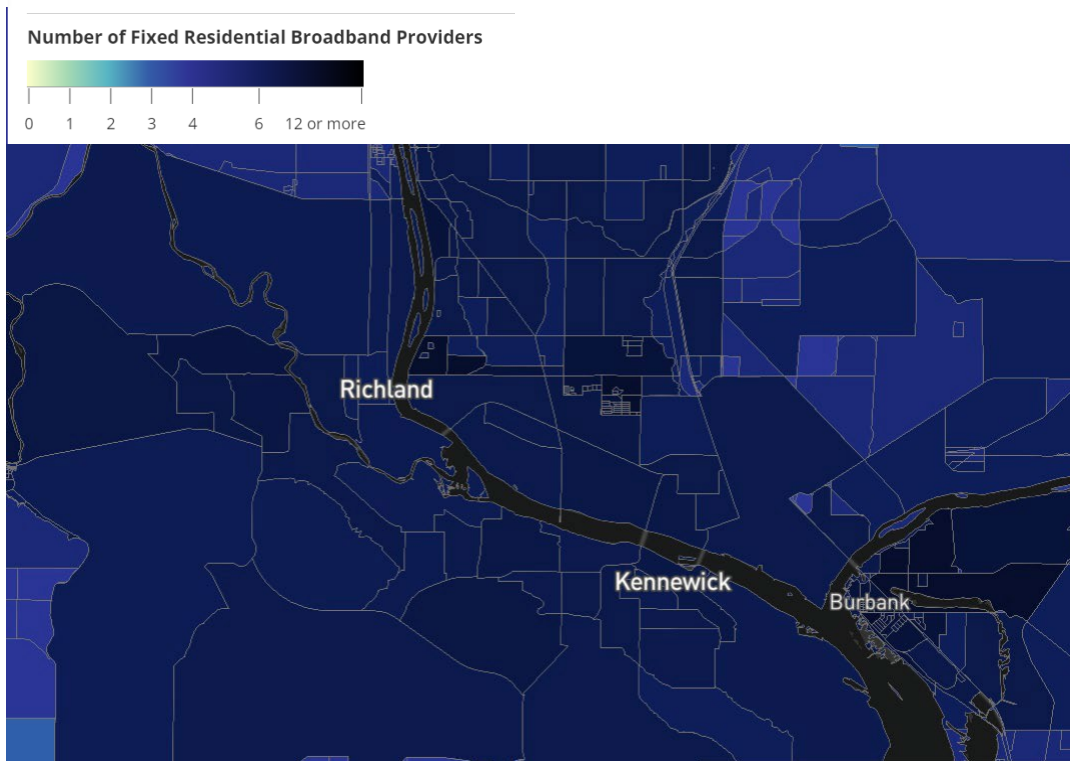
- Incarcerated/recently released individuals.
- Children and youth in foster care.
- Non-English speakers.
- Seniors.
- Poverty-impacted individuals and families.
- Housing insecure.
- Veterans.
- People with disabilities.
- Marginalized groups.
- People with low educational attainment.

The reports call for the Tri-Cities to provide ongoing financial and technical support to populations with limited internet access, promote awareness regarding existing programs, and provide accommodations to people with a disability who may require special equipment and teaching.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

Overall, a lack of broadband provider competition can lead to market rigidity, which allows providers to charge higher prices for broadband. However, since 2019, the number of service providers in the Tri-Cities has increased. As of 2021, no area in the Tri-Cities had fewer than four broadband internet providers. Available technologies include Asymmetric Digital Subscriber Line, cable, fiber, fixed wireless, and satellite.

Figure 9—Broadband Providers in the Tri-Cities



Data Source: Federal Communications Commission, Fixed Broadband Deployment (2021).

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

Benton and Franklin Counties published Natural Hazard Mitigation Plans in 2019 and 2018, respectively. These plans assess each city's risk of experiencing a natural hazard. Summarized below are the risks by natural hazard.

- **Flooding:** At the confluence of the Columbia, Snake, and Yakima rivers, the Tri-Cities is at moderate risk of flooding. While the construction of dams along these rivers has reduced flooding potential, increased hazard severity could result in dam failure and flooding.
- **Drought:** The Tri-Cities are assessed at a moderate risk of drought.
- **Wildfires:** While there is a high probability of fire ignition throughout the three cities, there is a moderate risk that these ignitions will turn into wildfires.

Benton County Emergency Services, whose service area covers the Tri-Cities, works to minimize the impact of disasters on the people, property, economy, and environment of Benton County through comprehensive disaster planning, preparedness education, training, and resource coordination.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

As outlined in both counties' Natural Hazard Mitigation Plans, instances of flood, drought, wildfires, and severe weather can severely impact the region. Listed below are vulnerabilities indicated in the reports.

- Droughts would impact the agricultural and water transportation industry, disrupting local economies.
- Severe weather events can impact power sources, create debris, and stress infrastructure and transportation, causing damage to personal property and municipal facilities.
- Floods bring risks of landslides and damage to infrastructure and roads and personal property.
- Wildfires threaten the health and safety of people and can cause displacement and damage to homes and property.

As the risk of climate-related hazards increases, so does the vulnerability of low- and moderate-income households. Low- and moderate-income households may not have the means to evacuate hazardous situations or have the ability to recover quickly. For instance, low- and moderate-income households may be less likely to carry flood insurance.

To mitigate risks to low- and moderate-income households, Benton County Emergency Services maintains a Comprehensive Emergency Management Plan, which includes specific procedures as it pertains to mass sheltering.

STRATEGIC PLAN

SP-05 Overview

Strategic Plan Overview

The Strategic Plan outlines the Consortium's goals, objectives, and specific strategies to work toward those goals and objectives over the next five federal fiscal years.

The Strategic Plan is comprised of twelve sections:

- Geographic Priorities
- Priority Needs
- Influence of Market Conditions
- Anticipated Resources
- Institutional Delivery Structure
- Goals
- Public Housing
- Barriers to Affordable Housing
- Homelessness Strategy
- Lead-Based Paint Hazards
- Anti-Poverty Strategy
- Monitoring

The three cities work together to prepare and submit the Consolidated Plan because they formed a HOME Consortium in order to receive HOME funds. Richland serves as the lead entity for the HOME Consortium and receives and administers HOME funds on behalf of all three cities. Each city directly receives its own separate allocations of CDBG funds. This Strategic Plan includes priority needs and goals for the use of the Consortium's HOME funds as well as Richland's CDBG funds over the next five years. Kennewick and Pasco have separate Strategic Plans to guide the use of their respective CDBG funds over the next five years.

This five-year strategic plan sets the framework for projects and activities in the Tri-Cities over the next five years. The three cities have identified a common set of priority needs for affordable housing and community development. There is one common goal framework for the use of HOME and CDBG funds. For CDBG, the cities share a common goal framework, but activities under each overarching goal vary based on the specific priorities within each city.

Three priority needs were identified by the three cities:

- The need for affordable housing creation, preservation, access, and choice.
- The need for community, neighborhood, and economic development.
- The need for supportive public services.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

The SP-10 Geographic Priorities section of the Consolidated Plan provides insight into how priority needs are selected, and investments are allocated.

Geographic Area

There are no specific geographic priority areas established in this Consolidated Plan. All funds will be utilized in eligible areas city-wide.

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

The Consortium allocates funds to address strategies under the three overarching goal areas:

- Affordable housing choice.
- Community and economic development.
- Public services.

Investments are distributed throughout the three cities, and allocations are determined through the use of low- and moderate-income population data, and other data, as applicable.

Rehabilitation of older housing stock was determined to be a priority for the Tri-Cities through quantitative and qualitative data analysis. 2022 ACS data indicates that a significant percentage of housing structures in the Tri-Cities was built prior to 1980 and may need health and safety upgrades. Stakeholders noted that, oftentimes, Section 8 voucher recipients have difficulty finding units that meet the habitability criteria set by HUD due to poor unit conditions. Additionally, stakeholders note the limited amount of accessible housing available in the Tri-Cities. Thus, ensuring current affordable housing stock is not lost due to health and safety concerns and is accessible to people with physical disabilities is a priority.

The cities will also continue to take advantage of opportunities to improve downtown areas, particularly in deteriorated areas. Stakeholders note that as public facilities continue to age, they require a greater degree of maintenance and rehabilitation. Additionally, stakeholders identified a need for greater job opportunities, affordable housing for workers, increased connectivity to job sites, and pathways for small businesses. Improvements to the vitality and viability of each city's downtown region will help to attract and promote businesses that will potentially result in jobs for lower-income residents and improve connectivity. All three cities will continue to focus on local and other resources for rebuilding the downtown areas.

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

The SP-25 Priority Needs section of the Consolidated Plan provides greater detail into the goals outlined in the Strategic Plan.

Table 62—Priority Need 1: Affordable Housing Choice

Priority Level	High
Description:	The Consortium will work to preserve and expand the supply of affordable housing by funding activities such as new homeowner housing, homeowner rehabilitation, and rental rehabilitation. Additionally, the Consortium will support programs, such as TBRA and downpayment assistance, to support low- and moderate-income households in obtaining and maintaining housing.
Population Served:	Income Level ☒ Extremely Low ☒ Low ☒ Moderate ☐ Middle Family Types ☒ Large Families ☒ Families with Children ☒ Elderly ☒ Public Housing Residents

Priority Level	High
Population Served (Continued):	Homeless ☐ Rural ☒ Chronic Homelessness ☒ Individuals ☒ Families with Children ☒ Mentally Ill ☒ Chronic Substance Abuse ☒ Veterans ☒ Persons with HIV/AIDS ☒ Victims of Domestic Violence ☒ Unaccompanied Youth Non-Homeless Special Needs ☒ Elderly ☒ Frail Elderly ☒ Persons with Mental Disabilities ☒ Persons with Physical Disabilities ☒ Persons with Developmental Disabilities ☒ Persons with Alcohol or Other Addictions ☒ Persons with HIV/AIDS and Their Families ☒ Victims of Domestic Violence ☐ Non-Housing Community Development ☐ Other
Target Areas Affected:	Not targeted
Associated Goals:	☒ G1: Increase and Preserve Affordable Housing Choices ☐ G2: Community, Neighborhood, and Economic Development ☐ G3: Public Services

Priority Level	High
Describe Basis for Relative Priority:	The most recent CHAS estimates from 2020 indicate that 53 percent of Tri-Cities residents were housing cost-burdened or severely housing cost-burdened. Stakeholders and community members confirmed through consultation that the lack of accessible, affordable housing available in the Tri-Cities is a high priority, as detailed in the Needs Assessment and Market Analysis. Low vacancy rates, limited affordable housing developers, and a lack of accessible units in the region emphasize the need to preserve current affordable housing stock through rehabilitation.

Table 63—Priority Need 2: Community and Economic Development

Priority Level	High
Description:	The Tri-Cities Consortium will support investments in low-income communities to ensure access to thriving, connected, and inclusive communities by funding activities such as public facility rehabilitation, community development, infrastructure improvements, and other non-housing public services.
Population Served:	Income Level ☒ Extremely Low ☒ Low ☒ Moderate ☒ Middle Family Types ☒ Large Families ☒ Families with Children ☒ Elderly ☒ Public Housing Residents Homeless ☐ Rural ☐ Chronic Homelessness ☐ Individuals ☐ Families with Children ☐ Mentally Ill ☐ Chronic Substance Abuse ☐ Veterans ☐ Persons with HIV/AIDS ☐ Victims of Domestic Violence ☐ Unaccompanied Youth

Priority Level	High
Population Served (Continued):	Non-Homeless Special Needs ☒ Elderly ☒ Frail Elderly ☒ Persons with Mental Disabilities ☒ Persons with Physical Disabilities ☒ Persons with Developmental Disabilities ☐ Persons with Alcohol or Other Addictions ☐ Persons with HIV/AIDS and their Families ☐ Victims of Domestic Violence ☒ Non-Housing Community Development ☐ Other
Target Areas Affected:	Not targeted
Associated Goals:	☐ G1: Increase and Preserve Affordable Housing Choices ☒ G2: Community, Neighborhood, and Economic Development ☐ G3: Public Services
Describe Basis for Relative Priority:	Stakeholders and community members noted during consultation sessions and surveys that there is a high demand for public services and facilities, particularly parks and recreation. As community buildings continue to age, there is a greater need for maintenance for these spaces. Additionally, stakeholders noted sidewalk improvements, particularly to increase ADA compliance and accessibility, are noted Consortium needs.

Table 64—Priority Need 3: Public Services

Priority Level	High
Description:	The Tri-Cities Consortium will support individuals and families by investing in housing and supportive services to increase self-sufficiency and well-being among low- and moderate-income households in the Tri-Cities.
Population Served:	Income Level ☒ Extremely Low ☒ Low ☒ Moderate ☐ Middle Family Types ☒ Large Families ☒ Families with Children ☒ Elderly ☒ Public Housing Residents Homeless ☐ Rural ☒ Chronic Homelessness ☒ Individuals ☒ Families with Children ☒ Mentally Ill ☒ Chronic Substance Abuse ☒ Veterans ☒ Persons with HIV/AIDS ☒ Victims of Domestic Violence ☒ Unaccompanied Youth

Priority Level	High
Population Served (Continued):	Non-Homeless Special Needs ☒ Elderly ☒ Frail Elderly ☒ Persons with Mental Disabilities ☒ Persons with Physical Disabilities ☒ Persons with Developmental Disabilities ☒ Persons with Alcohol or Other Addictions ☒ Persons with HIV/AIDS and their Families ☒ Victims of Domestic Violence ☐ Non-Housing Community Development ☐ Other
Target Areas Affected:	Not targeted
Associated Goals:	☐ G1: Increase and Preserve Affordable Housing Choices ☐ G2: Community, Neighborhood, and Economic Development ☒ G3: Public Services
Describe Basis for Relative Priority:	Housing and supportive service providers noted through outreach efforts that the demand for services is higher than what organizations have the capacity to address. As housing costs continue to increase, the number of households requesting supportive services will likely increase as well.

SP-30 Influence of Market Conditions - 91.415, 91.215(b)

Influence of Market Conditions

The SP-30 Influence of Market Conditions section of the Consolidated Plan describes the characteristics of the housing market as they relate to the Tri-Cities' priority needs.

Overall, as detailed in the Needs Assessment and Market Analysis, rising rents, low vacancy rates, and lack of affordable housing development have characterized the Tri-Cities housing market. As a result, many low- and moderate-income households live in unaffordable or substandard units. Table 65 outlines various market characteristics that influence affordable housing programs in the Tri-Cities.

Table 65—Influence of Market Conditions

Affordable Housing Type	Market Characteristics That Will Influence the Use of Funds Available for Housing Type
Tenant-Based Rental Assistance	Low vacancy rates and rising rents have increased the competition for affordable rental units, particularly among low-income renters. As a result, securing a rental unit in the private market can be a significant challenge. During consultation sessions, stakeholders noted that, because of increasing prices, service providers have a limited portfolio of housing options to offer clients. These factors will likely increase the need for TBRA.
TBRA for Non-Homeless Special Needs	Many of the same market constraints, including low vacancy rates and rising rents, that impact TBRA programs also impact rental assistance for special needs populations, including seniors, victims of gender-based violence, and people with disabilities. Data analysis indicated that, for instance, many households with at least one senior experience housing cost burden. For TBRA programs, a deeper subsidy level may be needed to serve vulnerable populations.
New Unit Production	Stakeholders noted in the consultation sessions that there is a limited number of affordable housing developers in the Tri-Cities. Stakeholders cite the lack of incentives and funding as primary reasons for the lack of affordable housing construction. In addition, for both new unit production and rehabilitation, the cost of labor in the area will increase slightly along with the cost of living as the area continues to grow in population and economic opportunities. This increased labor cost, coupled with the lack of affordable housing developers in the region, will impact the feasibility of certain projects and the quantity possible.
Rehabilitation	The Tri-Cities currently fund programs for housing repair and rehabilitation. In recent years, there continues to be high demand for housing rehabilitation and repair assistance. Stakeholders note the need to repair public housing and assisted units.

Affordable Housing Type	Market Characteristics That Will Influence the Use of Funds Available for Housing Type
Acquisition, including preservation	Stakeholders noted in the consultation sessions that there is limited land for development. The demand for housing and land in the region continues to increase; this demand will drive prices upward.

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

The SP-35 Anticipated Resources section of the Consolidated Plan identifies the federal, state, local, and private resources expected to be available to the Consortium to address the priority needs outlined in the Strategic Plan.

The City of Richland receives two federal entitlement grants on an annual basis. First, Richland receives HOME funds as the lead entity of the Tri-Cities HOME Consortium for use throughout the three cities. Second, Richland received CDBG funds for use within the City of Richland. These federal funds include:

- HOME in the approximate annual amount of \$652,569.
- CDBG in the approximate annual amount of \$295,000.

The Anticipated Resources table below describes these two funding sources.

Anticipated Resources

Table 66—Anticipated Resources: Richland

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	Public—Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$652,569	\$0	\$400,00	\$1,052,569	\$4,210,276	HOME funds leverage local, state, and federal funds. Agencies are able to combine funding sources in order to provide a wider range of services to the community. HOME funds require a match.
CDBG	Public—Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$295,000	\$0	\$0	\$295,000	\$1,180,000	CDBG funds leverage local, state, and federal funds. Agencies are able to combine funding sources in order to provide a wider range of services to the community.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

HOME and CDBG funds are important resources in the community and are used in conjunction with local, state, other federal, and private funds to support housing and other projects. Each of the cities is supportive of efforts by other organizations to obtain funding for projects to address the needs and goals outlined in this plan and meet the needs of the Tri-Cities. Cities also assist community organizations in strategizing, applying for, accessing, and developing new resources and partnerships. CDBG and HOME funds are frequently used to leverage local, state, and federal funds such as United Way, Washington State Housing Trust Funds, Emergency Solutions Grants, housing and homeless funds generated by recording fees, and county or city general funds.

Each city, as a HOME Consortium participant, is required to match HOME funds. That match is met using city general funds or other non-federal funds and land made available at reduced costs (below appraised value) in the form of reduced financing fees from lenders and appraisers, grants for affordable housing from nonfederal sources, donated construction/housing materials, and volunteer labor.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

Non-applicable.

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan, including private industry, non-profit organizations, and public institutions.

The SP-40 Institutional Delivery Structure section of the Consolidated Plan summarizes information gathered through stakeholder and community engagement and existing reports on the institutional delivery structure in the Consortium. The institutional delivery structure includes entities that will carry out the objectives outlined in the Strategic Plan for HOME and CDBG.

Table 67—Institutional Delivery Structure

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Richland	Government	• Economic Development • Non-Homeless Special Needs • Ownership • Planning • Neighborhood Improvements • Public Facilities • Public Services	Jurisdiction
Pasco	Government	• Economic Development • Non-Homeless Special Needs • Ownership • Planning • Neighborhood Improvements • Public Facilities • Public Services	Jurisdiction
Kennewick	Government	• Economic Development • Non-Homeless Special Needs • Ownership • Planning • Neighborhood Improvements • Public Facilities • Public Services	Jurisdiction

Assess of Strengths and Gaps in the Institutional Delivery System

Tri-Cities HOME and CDBG staff work with a variety of nonprofit and governmental agencies during the planning, project proposal, and implementation stages of the programs. While the City of Richland is the lead entity, it relies heavily on the staff of the other two cities for support in the HOME program. Each city is responsible for all functions of its CDBG program.

The following strengths, challenges, and gaps summarize key themes from outreach efforts and existing Tri-Cities plans, studies, and reports related to the Consortium's institutional delivery structure. The following lists are not exhaustive but include strengths, challenges, and gaps as they relate to the Consolidated Plan.

Strengths

- Efficient collaboration between the three jurisdictions to administer HOME funds.
- Strong local and regional partnerships to collaborate on programs and initiatives that benefit low- and moderate-income people and reduce administrative burden.

Challenges

- Limited capacity among housing and human services providers to meet the needs of the community.
- Limited funding for service providers to hire and retain qualified staff.
- Limited affordable housing developers in the region.
- Private sector housing options, which used to serve as part of service providers' portfolios, are becoming too expensive or unavailable to utilize.
- Housing voucher waitlists rarely open or close within days due to high demand.
- The ending of the Treasury Rental Assistance Program and state-funded Eviction Rental Assistance Program left a gap in resources.

Gaps

- Lack of transitional housing options.
- Need for low-barrier shelter options.
- Limited shelter options for men and adolescent boys means families may have to separate across shelters.
- Need to expand language options for housing and human services providers, particularly Ukrainian, Burmese, and Spanish.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

The Consortium directs public service funding to services for people experiencing homelessness or who are at risk of experiencing homelessness. There are no known providers in the Tri-Cities that provide homeless prevention services targeted to people with HIV or AIDS.

Table 68.1—Homeless Prevention Services Summary (Homelessness Prevention Services)

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Counseling/Advocacy	X	X	-
Legal Assistance	X	X	-
Mortgage Assistance	X	-	-
Rental Assistance	X	X	-
Utilities Assistance	X	-	-

Table 68.2—Homeless Prevention Services Summary (Street Outreach Services)

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Law Enforcement	-	-	-
Mobile Clinics	-	-	-
Other Street Outreach Services	X	X	-

Table 68.3—Homeless Prevention Services Summary (Supportive Services)

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Alcohol & Drug Abuse	X	X	-
Child Care	X	X	-
Education	X	X	-
Employment and Employment Training	X	X	-
Healthcare	X	X	-
HIV/AIDS	X	X	-
Life Skills	X	X	-
Mental Health Counseling	X	X	-
Transportation	X	X	-

Table 68.4—Homeless Prevention Services Summary (Other)

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Other	-	-	-

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth).

The Benton Franklin CoC operates the HRC, which serves as the CE point for the Tri-Cities. As outlined in the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025), the HRC is designed to allow anyone in need of assistance to be assessed in a standard and consistent manner. Upon assessment, the HRC prioritizes households based on need. Chronic homeless, fleeing violence, unsheltered homeless, sheltered homeless, and veterans, among others, comprise the highest need. Households are then referred to the appropriate programs among the network of homeless services in the two counties. As stated in this section, there are strong, inter-organizational partnerships in the Tri-Cities that coordinate to address the needs of people experiencing homelessness.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above.

Listed below are the strengths and gaps identified by stakeholders during outreach efforts and in existing Tri-Cities plans and reports regarding the service delivery system for special needs populations and persons experiencing homelessness.

Strengths

- The HRC serves as an accessible vehicle by which households can obtain services.
- The consistent use of a prioritization tool promotes fair and equitable access to services.
- The County Human Services Department employs a regular outreach team to people experiencing homelessness in the community.
- The CoC runs internal programs to fill gaps in the housing system.

Gaps

- There is a lack of transitional housing options.
- Need for more low-barrier shelter options and options for a variety of family types.
- The demand for services is beyond what most providers have the capacity for.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs.

The cities will continue to participate in cross-jurisdictional efforts to improve the institutional structure and reduce gaps in the service system. This includes participation in the Benton Franklin CoC, Benton Franklin Human Services Department, involvement with Housing Authorities, and continued efforts to foster cooperation and focused coordination of funding and administrative efforts.

Additionally, the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025) includes five objectives to improve system delivery and reduce homelessness in the community. They are:

- Quickly identify and engage people experiencing homelessness under the state definition, and all unaccompanied youth under any federal definition, through outreach and coordination between every system that encounters people experiencing homelessness.
- Prioritize homeless housing for people with the highest needs.
- Operate an effective and efficient homeless crisis response housing system that swiftly moves people into stable housing.
- Project the impact of the fully implemented local plans on the number of households housed and the number of households left unsheltered, assuming existing resources and state policies.
- Address racial disparities among people experiencing homelessness.

SP-45 Goals - 91.415, 91.215(a)(4)

The SP-45 Goals section of the Consolidated Plan summarizes the priorities and specific goals the Tri-Cities will set for the next five funding years.

Goals Summary Information

Table 69—Goal 1: Affordable Housing Choice

Prompt	Description
Description	The Consortium will work to preserve and expand the supply of affordable housing by funding activities such as homeowner and rental rehab. Additionally, the Consortium will support programs such as TBRA and downpayment assistance to help low- and moderate-income households obtain and maintain housing.
Category	☒ Affordable Housing ☐ Public Housing ☐ Homeless ☐ Non-Homeless Special Needs ☐ Non-Housing Community Development ☐ Other:
Start Year	2025
End Year	2029
Outcome	☒ Availability/Accessibility ☒ Affordability ☐ Sustainability
Objective	☐ Create Suitable Living Environments ☒ Provide Decent Affordable Housing ☐ Create Economic Opportunities
Geographic Areas Included	None
Priority Needs Addressed	☒ PN-1: Affordable Housing Choice ☐ PN-2: Community and Economic Development ☐ PN-3: Public Services
Funding Allocated	CDBG: \$500,000 HOME: \$4,936,561

Goal Outcome Indicator	Homeowner Housing Rehabilitated: 45 housing units Homeowner Housing Added: 5 housing units Rental Units Rehabilitated: 0 housing units TBRA: 200 households assisted Direct Financial Assistance to Homebuyers: 5 households assisted
-------------------------------	--

Table 70—Goal 2: Community, Neighborhood, and Economic Development

Prompt	Description
Description	The Tri-Cities Consortium will support investments in low-income communities to ensure access to thriving, connected, and inclusive communities by funding activities such as public facility rehabilitation, community development, infrastructure improvements, and other non-housing public services. The Goal Outcome Indicators in this table are specific to the City of Richland.
Category	☐ Affordable Housing ☐ Public Housing ☐ Homeless ☐ Non-Homeless Special Needs ☒ Non-Housing Community Development ☐ Other:
Start Year	2025
End Year	2029
Outcome	☐ Availability/Accessibility ☐ Affordability ☒ Sustainability
Objective	☒ Create Suitable Living Environments ☐ Provide Decent Affordable Housing ☐ Create Economic Opportunities
Geographic Areas Included	None
Priority Needs Addressed	☐ PN-1: Affordable Housing Choice ☒ PN-2: Community and Economic Development ☐ PN-3: Public Services
Funding Allocated	CDBG: \$458,750 HOME: \$0
Goal Outcome Indicator	Public Facility or Infrastructure Activities other than Low- and Moderate-Income Housing: 1,500 persons assisted

Table 71—Goal 3: Homeless Intervention and Public Services

Prompt	Description
Description	The Tri-Cities Consortium will support individuals and families by investing in housing and supportive services to increase self-sufficiency and well-being among low- and moderate-income households in the Tri-Cities.
Category	☐ Affordable Housing ☐ Public Housing ☐ Homeless ☒ Non-Homeless Special Needs ☐ Non-Housing Community Development ☐ Other:
Start Year	2025
End Year	2029
Outcome	☒ Availability/Accessibility ☐ Affordability ☐ Sustainability
Objective	☒ Create Suitable Living Environments ☐ Provide Decent Affordable Housing ☐ Create Economic Opportunities
Geographic Areas Included	None
Priority Needs Addressed	☐ PN-1: Affordable Housing Choice ☐ PN-2: Community and Economic Development ☒ PN-3: Public Services
Funding Allocated	CDBG: \$221,250 HOME: \$0
Goal Outcome Indicator	Public Services other than Low- and Moderate-Income Housing: 200 persons assisted

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

An estimated one household will be assisted in the 2025 program year in the HOME homebuyer assistance program. Thirty households from Kennewick, Pasco and Richland will be served with the TBRA program. Two homeowner rehabilitation programs are targeted for the 2025 program year.

SP-50 Public Housing Accessibility and Involvement - 91.415, 91.215(c)

The SP-50 Public Housing Accessibility and Involvement section of the Consolidated Plan provides information on the Consortium's strategy to address the needs of public housing developments and their tenants.

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

N/A.

Activities to Increase Resident Involvements

The HACPFC is exempt from the requirement for resident representation on the Governing Board. However, the Housing Authority annually sends notices to the appointing local governments indicating their desire for appointments of residents who may apply. The Housing Authority advertises in the local paper and its website for resident candidates. Despite these efforts, no residents have applied. In the coming year, a major effort will be made to encourage tenant involvement in management, including the reinstitution of the resident/tenant councils.

The KHA Governing Board includes one position designated for a resident representative. That position is currently filled, and the resident representative is fully engaged. Additionally, KHA has multiple bilingual staff and utilizes the Language Line services to ensure public housing residents have meaningful access to programs and services. KHA also holds periodic "Meet & Greet" sessions for residents to discuss issues of concern.

Is the public housing agency designated as troubled under 24 CFR part 902?

No.

Plan to remove the 'troubled' designation

Non-applicable.

SP-55 Strategic Plan Barriers to Affordable Housing - 91.415, 91.215(h)

The SP-55 Strategic Plan Barriers to Affordable Housing section of the Consolidated Plan reviews the barriers to affordable housing described in the Needs Assessment and Market Analysis and strategies to remove those barriers.

Barriers to Affordable Housing

As detailed in the Needs Assessment and Market Analysis, the Consortium identifies the following to be barriers to affordable housing:

- High cost of development.
- Lack of funding.
- Lack of incentive for developers.

In a consultation held with affordable housing developers, stakeholders emphasized the barriers that exist to getting dollars to developers, including:

- Lack of connection with financing models and community partnerships.
- Lack of understanding regarding the nature of affordable housing in the wake of local stigmas regarding affordable housing.
- State legislation, such as the Climate Commitment Act, which increases regulations on new buildings.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Strategies to remove barriers to affordable housing include the following activities:

- Updated zoning codes to allow more affordable housing development (as detailed in the Richland, Kennewick, and Pasco Comprehensive Plans).
- Provide down payment assistance to low- and moderate-income households.
- Encourage infill development to preserve older neighborhoods.
- Support increasing housing densities.
- Support rental and homeowner rehabilitation programs.

SP-60 Homelessness Strategy - 91.415, 91.215(d)

The SP-60 Homelessness Strategy section of the Consolidated Plan describes the Consortium's strategy for reducing homelessness.

Describe how the jurisdiction's strategic plan goals contribute to:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Each of the cities supports and participates in the Benton Franklin CoC and supports the implementation of goals and strategy areas identified by the CoC. The cities encourage cooperation in sharing information and coordination among agencies and nonprofit providers. A representative from each city attends the regularly scheduled CoC meetings. The cities also participate in and support the annual PIT count.

As outlined in the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025), the County Human Services Department employs an Outreach Coordinator who participates in a team that conducts targeted outreach to people experiencing homelessness. The team is comprised of law enforcement, code enforcement, behavioral health providers, and housing providers. This program helps to reach people experiencing homelessness and assess and connect them to needed resources.

Additionally, the CoC names its five-year objectives in the plan, which include increasing engagement with people experiencing homelessness. Action items include:

- Consistent outreach to frequent homeless gatherings.
- Expanding street and community outreach to new areas.
- Increasing access points.
- Offering education to the community and access points.

Addressing the emergency and transitional housing needs of homeless persons

As outlined in the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025), the Benton Franklin CoC named a variety of objectives to address the emergency and transitional housing needs of people experiencing homelessness, including:

- Increasing transitional housing for veterans by eight units.
- Expanding case management services.
- Prioritizing applicants according to qualifying factors such as chronically homeless, fleeing violence, homeless unsheltered, homeless sheltered, veterans, people with disabilities, vulnerable populations, and people at imminent risk of homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

As outlined in the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025), the Benton Franklin CoC named a variety of objectives to address the permanent housing and independent living needs of people experiencing homelessness, including:

- Expanding case management services.
- Expanding and maintaining relationships with local landlords.
- Seeking to develop additional affordable housing units.
- Increasing permanent supportive housing by 50 units for people experiencing chronic homelessness.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

Members of the homeless CoC have worked together to improve the discharge systems in the community to reduce the potential for persons being discharged from institutions (hospitals, mental health facilities, foster care, and corrections facilities) to be released into homelessness.

As outlined in the Benton & Franklin Counties Five-Year Plan to End Homelessness (2020–2025), the Benton Franklin CoC operates specific programs for individuals with mental health conditions or substance use disorders, those being released from incarceration, young adults exiting foster care and homeless youth shelter, and those with disabilities. These programs serve to reduce the return to homelessness.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

The SP-65 Lead-based Paint Hazards section of the Consolidated Plan describes the actions taken to reduce LBP hazards.

Actions to address LBP hazards and increase access to housing without LBP hazards

A substantial share of housing in each of the three cities is older and more at risk of having lead paint hazards, which is particularly true of older units in poor maintenance, such as those in lower-income neighborhoods.

Each city will continue to create community awareness as an important component of reducing lead hazards. Education efforts focus on actions to take when rehabilitating or remodeling a home and steps to take if exposure to lead hazards is suspected. Each city will make those materials easily available in pamphlet form, via available links on websites, and in planning and building departments. All materials may be made available in several languages. The cities actively promote safe work practices and information for residents and contractors.

How are the actions listed above related to the extent of lead poisoning and hazards?

Information is made available to the community by being distributed to all city contractors and planning and building departments. Applicants for downpayment assistance programs and housing renovation are provided the materials and given counseling on lead-safe practices and hazards.

How are the actions listed above integrated into housing policies and procedures?

The cities use LBP Safe Checklists to evaluate the applicability of the lead safe housing rule to projects funded with CDBG and HOME funds. The cities work with approved contractors to perform testing to identify lead-based paint hazards and will ensure compliance after remediation work through risk assessments and clearance exams.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

The SP-70 Anti-Poverty Strategy section of the Consolidated Plan describes the actions taken to reduce poverty.

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Each of the three Consolidated Plan goals has the aim to reduce the number of households in poverty, in addition to providing relief from the financial burdens of poverty. The goal to increase and preserve affordable housing choices (particularly rental housing) will remove some of the burden of cost, increase housing safety, and result in housing stability for some Tri-Cities households. Assisting households in meeting their housing needs often allows that household to focus energy and resources on job skills, work opportunities, and educational opportunities.

The Tri-Cities also recognize that improvements to the physical environment, such as street and road improvements, make people feel safer on the streets and downtown and make the community more attractive to new residents and new businesses.

The three cities will continue to explore ways to use CDBG funds to support programs that help employ persons in poverty, such as the Pasco Specialty Kitchen, and to invest in training and support for new and existing businesses that provide quality jobs to the region. Supportive services offer the opportunity to make choices about self-sufficiency and a way out of poverty and the contributing circumstances (e.g., domestic violence, mental illness, loss of employment, illness).

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?

The Tri-Cities Consolidated Plan focuses on meeting the needs of lower-income people and neighborhoods. The Consortium will use HOME and CDBG funds to support low- and moderate-income families while supporting broader community-wide strategies to increase self-sufficiency and economic opportunities.

The CDBG program staff are active participants in CoC meetings, where needs, resources, and strategies are regularly discussed and coordinated. Each of the three cities has its own Comprehensive Plan, which considers its city as part of the region as a whole. Both Benton and Franklin counties continue to expand their housing, behavioral health, and supportive service systems. Notably, this includes continued work on the Coordinated Entry System, which works to increase efficiencies and outcomes of the CoC in the region.

The cities will continue to coordinate with the housing authorities to support opportunities to expand voucher programs and maintain the capacity to assist the lowest-income households. Over the years, a close, cooperative relationship between the Benton Franklin Community Action Committee (BFCAC) has allowed the cities to support a coordinated effort to reduce burdens for those living in poverty.

SP-80 Monitoring - 91.230

The SP-80 Monitoring section of the Consolidated Plan describes the standards and procedures the Tri-Cities will use to monitor its housing and community development projects.

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements.

The City of Richland is responsible for monitoring Richland CDBG and HOME Consortium program subrecipients. The Cities of Kennewick and Pasco are responsible for their respective CDBG program subrecipients. All are responsible for ensuring compliance with all federal, state, and local rules, regulations, and laws.

Monitoring is accomplished through on-site monitoring, desk monitoring, written correspondence, and phone conversations. Technical assistance is offered throughout the year, both to new subrecipients and existing subrecipients. Subrecipients are required 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 HQS inspection and visual paint inspection. Specific language is in the written contractual agreement and Deeds of Trust to ensure the assisted unit complies with affordability requirements.

A performance measurement system to determine the impact federal dollars are making in the community assists in monitoring program and subrecipient performance. These actions identify potential areas of concern and assist in making necessary changes to ensure programs operate efficiently and effectively. The cities do not monitor grants or loans awarded directly to other entities by HUD or other federal or non-federal agencies.

ANNUAL ACTION PLAN

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The Annual Action Plan is comprised of ten sections:

- Expected Resources
- Annual Goals and Objectives
- Projects
- Geographic Distribution
- Affordable Housing
- Public Housing
- Homeless and Other Special Needs Activities
- Barriers to Affordable Housing
- Other Actions
- Program Specific Requirements

Together, these sections guide the investment of federal housing and community development funds for the program year operating from January 1 to December 31, 2025. As a recipient of federal funding from HUD, the Consortium receives an annual entitlement, or formula grant, from the CDBG and HOME. Richland and the Consortium received the following grant amounts for the 2025 program year period.

- HOME: **\$652,569.**
- CDBG: **\$295,000.**

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 Consortium intends to use these funds to further the three primary goals listed in the Consortium's 2025–2029 Consolidated Plan, which include:

- Affordable housing choice.
- Community and economic development.
- Public services.

Anticipated Resources

Table 72—Expected Resources—Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public—federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$652,569	\$0	\$400,00	\$1,052,569	\$4,210,276	Fiscal year 2025 allocation amount
HOME	Public—federal	Acquisition Homebuyer Assistance Homeowner Rehab Multifamily Rental Rehab New Construction for Ownership TBRA	\$295,000	\$0	\$0	\$295,000	\$1,180,000	Fiscal year 2025 allocation amount

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

CDBG and HOME funds are important resources in the community and are used in conjunction with local, state, other federal, and private funds to support housing and other projects. Each of the cities is supportive of efforts by other organizations to obtain funding for projects to address the needs and goals outlined in this plan and in meeting the needs of the Tri-Cities. Cities also assist community organizations in strategizing, applying for, accessing, and developing new resources and partnerships. CDBG and HOME funds are frequently used to leverage local, state, and federal funds such as United Way, Washington State Housing Trust Funds, Emergency Solutions Grant, housing and homeless funds generated by recording fees, and county or city general funds.

Each city, as a HOME Consortium participant, is required to match HOME funds. That match is met using city general funds or other non-federal funds and land made available at a reduced cost (below appraised value) in the form of reduced financing fees from lenders and appraisers, grants for affordable housing from nonfederal sources, donated construction/housing materials, and volunteer labor.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Non-applicable.

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

The AP-20 Annual Goals and Objectives section of the Consolidated Plan summarizes the specific goals and actions the Consortium will undertake during the program year. The Consortium has identified the following three goals to guide its CDBG and HOME funding over the next year.

Goals Summary Information

Table 73.1—Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase and preserve affordable housing choices	2025	2029	Affordable Housing	N/A	Affordable Housing Choice	CDBG: \$100,000 HOME: \$987,312	Homeowner housing rehabilitated: 9 housing units Homeowner housing added: 2 housing unit Rental units rehabilitated: 0 housing unit TBRA: 40 households assisted Direct financial assistance to homebuyers: 1 household assisted
2	Community, neighborhood, & economic development	2025	2029	Non-Housing Community Development	N/A	Community & Economic Development	CDBG: \$91,750 HOME: \$0	Public facility or infrastructure activities other than low-/moderate-income housing benefit: 300 persons assisted
3	Public services	2025	2029	Public Services	N/A	Public Services	CDBG: \$44,250 HOME: \$0	Public service activities other than low-/moderate-income housing benefit: 40 persons assisted

Table 73.2—Goal Descriptions

Goal Name	Goal Description
Increase and preserve affordable housing choices	The Consortium will work to preserve and expand the supply of affordable housing by funding activities such as homeowner and rental rehab. Additionally, the Consortium will support programs such as TBRA and downpayment assistance to help low- and moderate-income households obtain and maintain housing.
Community, neighborhood, & economic development	The Tri-Cities Consortium will support investments in low-income communities to ensure access to thriving, connected, and inclusive communities by funding activities such as public facility rehabilitation, community development, infrastructure improvements, and other non-housing public services.
Public services	The Tri-Cities Consortium will support individuals and families by investing in housing and supportive services to increase self-sufficiency and well-being among low- and moderate-income households in the Tri-Cities.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The AP-35 Projects section of the Consolidated Plan describes how funds will be used to support the goals and priorities identified in previous sections of this Consolidated Plan. Projects and activities are carefully chosen. CDBG activities and HOME Community Housing Development Organization (CHDO) projects go through a competitive process, ensuring the maximum effectiveness in the use of federal grant funds.

Table 74—Project Information

#	Project Name
1	CDBG Planning & Administration
2	CDBG Owner Occupied Rehabilitation Program
3	Public Facilities/Improvements
4	Public Service
5	CDBG Renter Occupied Rehabilitation Program
6	HOME Administration
7	HOME First Time Homebuyer Assistance Program
8	HOME Owner Occupied Rehabilitation Program
9	HOME Homeowner Housing Development
10	HOME TBRA

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

Funding priorities are consistent with those stated in the Strategic Plan. The City of Richland intends to maximize the use of limited resources to ensure the highest benefit within the capacity to administer the program. Given the significant increase in housing needs, including the lack of accessible housing units, the City of Richland will prioritize rehabilitation efforts in the community. High priority is also placed on projects that would enhance the economic opportunities of residents.

Whenever feasible, projects that leverage additional funds or are coordinated with community partners are emphasized and given priority. The city does not anticipate obstacles to meeting the underserved needs addressed in the projects. However, decreased funding, particularly for the HOME program, limits the reach of these projects.

AP-35 Project Summary

The AP-35 Project Summary provides greater detail into the specific projects the Consortium will undertake in FY2025.

Project Summary Information

Project Number	Project Name	Description
1	Target Area:	N/A
1	Goals Supported:	Increase and Preserve Affordable Housing Choice Community, Neighborhood, and Economic Development Public Services
1	Needs Addressed:	Affordable Housing Choice Community and Economic Development Public Services
1	Funding:	CDBG: \$59,000
1	Description:	Fund necessary for staff to administer, manage, and monitor the implementation of CDBG funds and associated federal regulations. Administration funding will include 20 percent of eligible program income.
1	Target Date:	12/31/2025
1	Estimate the number and type of families that will benefit from the proposed activities:	N/A
1	Location Description:	625 Swift Blvd., MS19, Richland, WA 99352
1	Planned Activities:	CDBG funding will be provided to support administration, management, and monitoring. Responsibilities include, but are not limited to, activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and back-office infrastructure are also included. Should program income be generated through the program year, the city will apply 20 percent of the amount to address administrative expenses incurred through the program year. Any unspent CDBG administrative funds will be used to cover HOME administrative expenses during the program year.
2	Project Name:	CDBG Owner-Occupied Rehabilitation Program
2	Target Area:	N/A
2	Goals Supported:	Increase and Preserve Affordable Housing Choice
2	Needs Addressed:	Affordable Housing Choice

Project Number	Project Name	Description
2	Funding:	CDBG: \$100,000
2	Description:	Use existing revolving loan funds, including program income (PI) in the current year, to support health- and safety-related minor home repairs for CDBG-eligible low- and moderate-income homeowners, including staff costs for program delivery.
2	Target Date:	12/31/2025
2	Estimate the number and type of families that will benefit from the proposed activities:	5
2	Location Description:	TBD
2	Planned Activities:	Staff support, including marketing efforts, application intake, reviewing and assessing required repairs from eligible homeowners, implementing qualifying minor repairs and repairs that will be necessary to maintain occupancy health and safety, and maintaining a good supply of housing for CDBG-eligible populations.
3	Project Name:	Public Facilities/Improvements
3	Target Area:	N/A
3	Goals Supported:	Community, Neighborhood, and Economic Development
3	Needs Addressed:	Community and Economic Development
3	Funding:	CDBG: \$91,750
3	Description:	Support costs, including project delivery of public facility and infrastructure improvements.
3	Target Date:	12/31/2025
3	Estimate the number and type of families that will benefit from the proposed activities:	300 persons
3	Location Description:	Scattered
3	Planned Activities:	Activities include public facility improvement of accessibility to neighborhoods with the removal of architectural barriers to mobility or accessibility of elderly persons or "severely disabled" adults, including staff costs for project delivery.
4	Project Name:	Public Service
4	Target Area:	N/A
4	Goals Supported:	Public Services

Project Number	Project Name	Description
4	Needs Addressed:	Public Services
4	Funding:	CDBG: \$44,250
4	Description:	Public service-funded activities to carry out opportunities to low-income clientele, including city staff costs for program delivery.
4	Target Date:	12/31/2025
4	Estimate the number and type of families that will benefit from the proposed activities:	40
4	Location Description:	Scattered
4	Planned Activities:	Administration, project delivery, monitoring, reporting, and management of the contract and activity.
5	Project Name:	CDBG Renter Occupied Rehabilitation Program
5	Target Area:	N/A
5	Goals Supported:	Increase and Preserve Affordable Housing Choice
5	Needs Addressed:	Affordable Housing Choice
5	Funding:	CDBG: \$0
5	Description:	Use existing revolving loan funds, including PI in the current year, to support health- and safety-related minor home repairs for CDBG-eligible low- and moderate-income renters, including staff costs for program delivery.
5	Target Date:	12/31/2025
5	Estimate the number and type of families that will benefit from the proposed activities:	0
5	Location Description:	TBD
5	Planned Activities:	Staff support, including marketing efforts, application intake, reviewing and assessing required repairs from eligible renters, implementing qualifying minor repairs and repairs that will be necessary to maintain occupancy health and safety, and maintaining a good supply of housing for CDBG-eligible population.
6	Project Name:	HOME Administration
6	Target Area:	N/A

Project Number	Project Name	Description
6	Goals Supported:	Increase and Preserve Affordable Housing Choice Community, Neighborhood, and Economic Development Public Services
6	Needs Addressed:	Affordable Housing Choice Community and Economic Development Public Services
6	Funding:	HOME: \$65,256.90
6	Description:	Support costs of staff involved in the administration of the HOME grant. Increased to 15 percent of Grant Award to prepare and respond to COVID-19 as approved with HOME Waiver. Administration funding will include 10 percent of eligible program income.
6	Target Date:	12/31/2025
6	Estimate the number and type of families that will benefit from the proposed activities:	N/A
6	Location Description:	625 Swift Blvd., MS19, Richland, WA 99352
6	Planned Activities:	HOME funding will be provided to support administration, management, and monitoring responsibilities, including activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and back-office infrastructure are also included. Excess HOME admin funds will continue to be carried forward for future use. The HOME regulations allow for admin carryforward. Should program income be generated in program year 2025, the city will apply 10 percent of that amount to address administrative expenses incurred throughout the program year.
7	Project Name:	HOME First-Time Homebuyer Assistance Program
7	Target Area:	N/A
7	Goals Supported:	Increase and Preserve Affordable Housing Choice
7	Needs Addressed:	Affordable Housing Choice
7	Funding:	HOME: \$30,000
7	Description:	Support costs of providing downpayment assistance to qualifying first-time homebuyers, including project delivery.
7	Target Date:	12/31/2025

Project Number	Project Name	Description
7	Estimate the number and type of families that will benefit from the proposed activities:	3
7	Location Description:	Scattered
7	Planned Activities:	Up to \$10,000 down payment and closing cost assistance and related costs, including project delivery. Forgiven after the Period of Affordability.
8	Project Name:	HOME Owner-Occupied Rehabilitation Program
8	Target Area:	N/A
8	Goals Supported:	Increase and Preserve Affordable Housing Choice
8	Needs Addressed:	Affordable Housing Choice
8	Funding:	HOME: \$500,000
8	Description:	Support health- and safety-related minor home repairs for HOME-eligible low- and moderate-income homeowners, including staff costs for program delivery.
8	Target Date:	12/31/2025
8	Estimate the number and type of families that will benefit from the proposed activities:	7
8	Location Description:	TBD
8	Planned Activities:	Staff support, including marketing efforts, application intake, reviewing and assessing required repairs from eligible homeowners, implementing qualifying minor repairs and repairs that will be necessary to maintain occupancy health and safety, and maintaining a good supply of housing for HOME-eligible populations.
9	Project Name:	HOME Homeowner Housing Development
9	Target Area:	N/A
9	Goals Supported:	Increase and Preserve Affordable Housing Choice
9	Needs Addressed:	Affordable Housing Choice
9	Funding:	HOME: \$97,885.35
9	Description:	Support new construction of affordable housing units for HOME-eligible low- and moderate-income households.
9	Target Date:	12/31/2025

Project Number	Project Name	Description
9	Estimate the number and type of families that will benefit from the proposed activities:	0
9	Planned Activities:	Staff support for new construction of affordable units
10	Project Name:	HOME TBRA
10	Target Area:	N/A
10	Goals Supported:	Increase and Preserve Affordable Housing Choice
10	Needs Addressed:	Affordable Housing Choice
10	Funding:	HOME: \$359,426.75
10	Description:	Emergency TBRA program and Regular TBRA program, including program year HOME unspent consortium member allocations, PI, partial 2025 Consortium member allocations, and 2025 CHDO Set-Aside to address the immediate housing needs.
10	Target Date:	12/31/2025
10	Estimate the number and type of families that will benefit from the proposed activities:	30
10	Location Description:	Scattered, within the city limits of Richland, Kennewick, and Pasco
10	Planned Activities:	Emergency TBRA program and Regular TBRA program

AP-50 Geographic Distribution - 91.420, 91.220(f)

The AP-50 Geographic Distribution section of the Consolidated Plan identifies geographic target areas for HOME and CDBG funds.

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

No specific geographic target areas have been identified. 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.

Geographic Distribution

Table 75—Geographic Distribution

Target Area	Percentage of Funds
N/A	N/A

Rationale for the priorities for allocating investments geographically

N/A.

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The AP-55 Affordable Housing section of the Consolidated Plan specifies the goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year. The goal numbers represented below reflect activities that will be funded with federal dollars through the Tri-Cities HOME Consortium and Richland's CDBG allocation.

Table 76—One-Year Goals for Affordable Housing by Support Requirement

Support Requirement	Number of Households
Homeless	0
Non-Homeless	51
Special-Needs	0
Total	51

Table 77—One-Year Goals for Affordable Housing by Support Type

Support Type	Number of Households
Rental Assistance	40
The Production of New Units	1
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	51

Discussion

A goal of the Tri-Cities is to provide decent affordable housing for its residents. To support this effort, each city has programs to address this need. The following provides a general overview of the types of programs and projects that support this effort.

- HOME—TBRA: 40 households will be assisted with TBRA.
- HOME—CHDO: Support efforts of a CHDO to develop one single-family homeownership unit.
- HOME—Owner-Occupied Rehabilitation: Two homes will receive rehabilitation. An additional seven units will be rehabilitated through CDBG funding.
- HOME—Down Payment Assistance Program: Each city provides a down payment program, providing funds for low- and moderate-income first-time homebuyers. One home will receive down payment assistance.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The AP-60 Public Housing section of the Consolidated Plan describes the actions the Consortium will take in FY2025 to carry out the strategies listed in the public housing portion of the Strategic Plan.

Actions planned during the next year to address the needs to public housing

The City of Richland will help address the needs of public housing and activities in 2025 by continuing to work closely with and support the efforts of the KHA.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The KHA Governing Board includes one position designated for a resident representative. That position is currently filled, and the resident representative is fully engaged.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.

Non-applicable.

Discussion

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

The AP-65 Homeless and Other Special Needs Activities section of the Consolidated Plan describes the actions the Consortium will take in FY2025 to carry out the strategies listed in the homelessness strategy portion of the Strategic Plan.

The three cities will continue to be involved in the Benton Franklin CoC. As outlined in the Benton and Franklin Counties Five-Year Plan to End Homelessness, the CoC works to reduce homelessness by:

- Conducting outreach, screening, and assessing individuals and families to identify housing needs as well as other services.
- Providing referrals to available emergency housing services to provide immediate alternatives to sleeping on the streets.
- Referring individuals and families to prevention programs to assist with housing needs.
- Referring individuals and families to transitional housing with supportive services.
- Referring individuals and families to permanent and permanent supportive housing to combine affordable housing assistance with voluntary support services to address the needs of chronically homeless people. The services are designed to build independent living and tenancy skills and connect people with community-based health care, treatment, and employment services.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including.

Throughout the Consolidated Planning process, the Consortium identified a priority need to support individuals and families at risk of homelessness or experiencing homelessness. The City of Richland's FY2025 anticipated projects include a public services project with a goal of assisting persons at risk of homelessness by increasing their self-sufficiency and well-being.

Richland, Kennewick, and Pasco will continue to be active participants in the CoC and encourage cooperation in sharing information to identify existing resources that might be available to meet community needs. Staff from the cities will continue to participate in and support the annual PIT count in Benton and Franklin counties scheduled for January 2025.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Each city funds public services that contribute to the strength of services offered by organizations operating shelter beds in the region. Also, CDBG and HOME funds are utilized to offer affordable housing options for individuals and families transitioning out of a homeless situation.

Through involvement with BFCAC and Benton Franklin Human Services, the three cities will continue to support the development of housing and services.

Addressing the emergency shelter and transitional housing needs of homeless persons

Each city funds public services that contribute to the strength of services offered by organizations operating shelter beds in the region. Also, CDBG and HOME funds are utilized to offer affordable housing options for individuals and families transitioning out of a homeless situation.

Through involvement with BFCAC and Benton Franklin Human Services, the three cities will continue to support the development of housing and services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Richland contributes the maximum amount of CDBG funds toward public services. These organizations work closely with the CoC and organizations at varying levels of the CoC to provide the right services to give those families and individuals experiencing homelessness the opportunity to transition out of a homeless situation and into a stable housing situation. Further, each city works diligently with the two local housing authorities to continue the development of affordable housing opportunities.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The three cities do not provide direct assistance to those being discharged from publicly funded institutions or receiving assistance from public or private agencies. Each city participates in regularly scheduled CoC meetings of which the issue of assisting those individuals being discharged from medical facilities is a frequent topic. These meetings coordinate resources and evaluate potential solutions, creating partnerships where possible.

Discussion

AP-75 Barriers to Affordable Housing - 91.420, 91.220(j)

Introduction

The AP-75 Barriers to Affordable Housing section of the Consolidated Plan describes the actions the Consortium will take in FY2025 to reduce barriers to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Tri-Cities is in the process of updating its 2020–2024 Analysis of Impediments to Fair Housing Choice to identify zoning, building, and policy issues that may contribute to fair housing concerns. All cities allow the building of accessory unit dwellings; structure requirements vary by city, but each city allows the construction of these buildings that contribute to affordable housing.

All three cities encourage infill development to preserve older neighborhoods and support the 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.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The AP-85 Other Actions section of the Consolidated Plan describes the actions the Consortium will take to meet the needs of low- and moderate-income households in the Tri-Cities.

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. All three cities attend, support, and are active members of a the CoC, an organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin counties. The CoC uses a Coordinated Entry System that is fully implemented and aims to create efficiencies in the service provider network by not duplicating services and matching those in need of services to those organizations most suited to meet those needs.

Actions planned to address obstacles to meeting underserved needs

Decent housing can be made available to those below 30 percent of the median income by joining forces with community advocates such as BFCAC and the Department of Human Services to provide affordable housing for this underserved population. Typical projects to meet this goal would be family shelters, domestic violence shelters, developmentally disabled and chronically mentally disabled housing, elderly housing, migrant farmworker housing, homeless prevention rapid rehousing programs, and state and local housing trust funds. The city supports the efforts of local non-profit agencies to meet the needs of underserved populations.

Actions planned to foster and maintain affordable housing

The city will continue to support the efforts of various nonprofit agencies, housing authorities, and CHDOs to provide affordable housing opportunities for special needs populations through the use of CDBG and HOME funds. Rehabilitation priority is given by the city and by the BFCAC Energy Efficient Healthy House Program to those homes occupied by frail elderly or homeowners and renters with disabilities. 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.

Actions planned to reduce lead-based paint hazards

The city will provide education on LBP, including information on Safe Work Practices, actions to take when rehabbing or remodeling a home, and steps to take if exposure to lead hazards is suspected.

The pamphlets "Renovate Right" and "Protect Your Family from Lead in Your Home" published by the Washington Department of Commerce and Environmental Protection Agency will be distributed to all potential housing clients and be available via online links from the city's website.

In compliance with Program Update 05-11, the LBP Safe Checklist is utilized to evaluate the applicability of the lead safe housing rule to CDBG- and HOME-funded projects. The city will work with pre-qualified contractors to perform testing as necessary to identify lead hazards and ensure compliance after remediation work through clearance exams as required for persons assisted with CDBG or HOME funds.

Actions planned to reduce the number of poverty-level families

The activities outlined in this plan will work to increase economic opportunities in the Tri-Cities area. Through working with local businesses and fulfilling needed infrastructure and facilities updates and maintenance, the cities are working to increase the number of opportunities for financial security in the area.

Also, each City funds public services that increase capacity for local non-profit service organizations that work directly with low-income households with the aims of first creating stability and then working to identify opportunities to transition out of poverty.

Actions planned to develop institutional structure

The City will pursue various activities outlined in the 2025–2029 Consolidated Plan to strengthen and coordinate actions with housing, nonprofit, and economic development agencies. Staff will continue to participate in the CoC Task Force to assist in the coordination of government agencies, nonprofit organizations, housing developers, social service providers, and CoC providers to meet the needs of homeless individuals and families. Richland staff will participate in the PIT count, used to measure community trends and shifts that are impacting those individuals and families experiencing homelessness.

Actions planned to enhance coordination between public and private housing and social service agencies

The City supports efforts by agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide some technical assistance support of projects that meet a housing and community development need as identified in the 2020–2024 Consolidated Plan and will assist organizations to apply for funds from other local, state, or federal resources within staff capacity.

Discussion

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in the AP-35 Projects section of the Annual Action Plan. The following identifies program income that is available for use and is included in projects to be carried out.

CDBG Program

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use and is included in projects to be carried out.

Program Income	Amount
1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	0
2. The amount of proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements.	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities.	0
Total Program Income	\$0

Other CDBG Requirements

Requirement	Amount
1. The amount of urgent need activities.	-
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low- and moderate-income. Overall Benefit—A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70 percent of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100 percent

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

N/A.

A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The Tri-Cities HOME Consortium will utilize the recapture option in its HOME programs. The Consortium reserves the right to use the resale option at its discretion or when it is required. Prior to utilizing the resale option, the Consortium will take the necessary steps to formulate the required documentation and notify the HUD Field Office.

A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

To ensure affordability, the Consortium adheres to recapture requirements as set forth in 24 CFR 92.254(a)(4), 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 buy-downs, 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). 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 affordability restrictions may terminate upon foreclosure or 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.

Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

N/A.

If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A.

If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g., persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A.

If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A.

APPENDIX

Table A1—Assisted Housing Units in the Tri-Cities

Project Name	Number of Assisted Units
Heatherstone	141
McMurray Park Phase II	223
Sandstone Apartments	98
Parkview Apartments	119
Quail Ridge Apartments	107
Silver Creek Apartments	50
Vincent Village	240
Vintage at Richland	46
Pinecrest Apartments	148
Copper Ridge Apartments	53
Kamiakin Apartments	230
Stonegate	233
Varney Court	198
Vineyards, The	38
Tepeyac Haven	45
Meadow Park Apartments	44
Heatherstone Preservation	152
Bishop Topel Haven	449
Desert Villa & Desert Villa East	42
Three Rivers Village	151
Copper Mountain	40
Nueva Vista	273
Columbia Park	32
Columbia Park	138
Nueva Vista Phase II	138
Bishop Skylstad Commons	28
Heatherstone	53

Data Source: Washington State Housing Finance Commission Affordable Housing Data Portal (October 2024).



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/21/2025

Agenda Category: Items of Business

Core Focus Area 6 - Enhance Neighborhood & Community Safety

Subject:

Resolution No. 2025-16, Adopting the First Year Annual Action Plan and Authorizing Submission of Grant Forms for CDBG and HOME Program Funding

Department/Office
Development Services

Ordinance/Resolution Number:
2025-16

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2025-16, adopting the First Year Annual Action Plan and authorizing the submission of grant forms to the U.S. Department of Housing and Urban Development for the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program.

Summary:

The City of Richland's Consolidated Planning Strategy (CPS) considers the use of federal Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds benefitting low- and moderate-income persons. The CPS is implemented by Annual Action Plans (AAP). The proposed 2025 City of Richland AAP considers use of CDBG and HOME funds for the upcoming 2025 program year for the City in addition to the Tri-Cities HOME Consortium.

The City of Richland accepted CDBG and HOME applications between August 12, 2024 and September 13, 2024. On October 23, 2024, the Richland Planning Commission reviewed the applications and provided City Council with a recommendation for consideration as reflected in Resolution No. 2025-16. The funding recommendation is based on a projection that the City of Richland will receive \$295,000 from CDBG, \$652,569 from HOME, and \$400,000 from prior year resources.

A 30-day public comment period was opened on December 16, 2024 and concludes January 21, 2025. The purpose of the comment period is to receive public input on the proposed 2025 Annual Action Plan, and a copy of the 2025 Annual Action Plan has been available for review at Richland City Hall, Richland Public Library, Richland Community Center, and on the City of Richland's web page. A related public hearing item is scheduled on tonight's agenda for consideration of the draft 2025-2029 CPS.

If authorized, the 2025 Annual Action Plan will be submitted to the U.S. Department of Housing and Urban Development (HUD) as a necessary step before the City of Richland and the Tri Cities HOME Consortium may receive 2025 CDBG and HOME funds.

Staff recommends adoption of Resolution No. 2025-16.

Fiscal Impact:	In 2025, Richland anticipates receiving \$295,000 in CDBG funds and the Tri-Cities HOME Consortium anticipates receiving \$652,569 in HOME funds. These funds have been included in the 2025 budget. Both funding sources are dependent on final federal allocation and actual program income received from prior funded projects. Project funding may increase or decrease depending on the final federal allocation.
-----------------------	--

Attachments:

1. Resolution No. 2025-16
2. 2025 Annual Action Plan - Council Presentation
3. Proposed 2025 Annual Action Plan

RESOLUTION NO. 2025-16

A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON, ADOPTING THE FIRST YEAR ANNUAL ACTION PLAN AND AUTHORIZING SUBMISSION OF GRANT FORMS TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR 2025 COMMUNITY DEVELOPMENT BLOCK GRANT AND TRI- CITIES CONSORTIUM HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDS.

WHEREAS, the City of Richland desires to apply for annual funding under the Housing and Community Development Act of 1974, as amended, for the Community Development Block Grant (CDBG); and

WHEREAS, the City of Richland also desires to apply for annual funding under the HOME Investment Partnerships Program; and

WHEREAS, the Housing and Community Development Act of 1974, as amended, and the HOME Investment Partnerships Program will be funded with an appropriation for the federal fiscal year of 2025; and

WHEREAS, the Housing and Community Development Act of 1974 requires that the City submit projects to the Department of Housing and Urban Development (HUD) for approval of funding in 2025; and

WHEREAS, the City of Richland will consider CDBG projects for HUD funding after the public hearing held on January 21, 2025; and

WHEREAS, the HOME Investment Partnerships Program requires that the City adopt the First Year Annual Action Plan and submit projects to the Department of Housing and Urban Development (HUD) for funding for 2025; and

WHEREAS, the City of Richland has determined that funding from the HOME Investment Partnerships Program will be utilized for the Tri-Cities HOME Consortium Affordable Housing Programs and related administrative expenses.

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

Section 1. The use of funds under the 2025 Community Development Block Grant (CDBG) Program is hereby approved. A list of activities recommended by the Richland Planning Commission to receive an allocation of the 2025 Program Year CDBG Funds is attached hereto as **Exhibit A** and is hereby approved. Funding activities are further detailed in the 2025 Annual Action Plan, which is also hereby approved. This Resolution shall constitute final certification.

Section 2. The City Manager of the City of Richland is authorized to submit appropriate forms requesting funds for these projects, and to provide such additional information and take such steps as are necessary to obtain approval and serve as the City Official under the National Environmental Policy Act of 1969, insofar as the provisions of such Act apply to this grant.

Section 3. The use of Funds under the 2025 HOME Investment Partnerships Program as attached hereto as **Exhibit B** and documented in the First Year Annual Action Plan is hereby approved. This Resolution shall constitute final certification.

Section 4. The City Manager of the City of Richland is authorized, as the representative of the lead entity of the Tri-Cities HOME Consortium, to submit all appropriate forms on behalf of the HOME Consortium member cities, and, as advised by the Consortium members, to provide such additional information and take such steps as are necessary to obtain approval and serve as the City Official under the National Environmental Policy Act of 1969, insofar as the provisions of such Act apply to this grant.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 21st day of January, 2025.

Theresa Richardson, Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

EXHIBIT A to Resolution No. 2025-16

Community Development Block Grant (CDBG)

At the October 23, 2024, Planning Commission meeting, the Planning Commission formalized a recommendation that the estimated \$295,000 in CDBG funding expected to be received by the City of Richland, be used as follows:

Organization-Activity	Request	Recommendation
*Elijah Family Homes - Transition to Success	\$10,000	\$7,582
*Senior Life Resources – Meals on Wheels	\$20,000	\$11,582
*ARC of Tri-Cities - Scholarships	\$10,450	\$9,942
*Support, Advocacy & Resource Center – Counseling	\$20,000	\$9,582
*Domestic Violence Services of Benton and Franklin Counties – Shelter Advocate	\$19,900	\$5,562
**Public Works - ADA Compliance	\$198,000	\$91,750
**Development Services – Owner-Occupied Rehabilitation	\$100,000	\$100,000

** Denotes Public Service Activity – additional funding received should be equally divided between all Public Service Agencies. A funding deficit should be equally divided between all Public Service Agencies.*

*** Denotes Public Facilities Activity – additional funding should be allocated to Development Services-Owner-Occupied Rehabilitation. A deficit in funding should be allocated to Public Works – ADA Compliance.*

In addition, the City of Richland will retain \$59,000 from expected 2025 CDBG Grant for administration and planning of the CDBG Program.

EXHIBIT B to Resolution No. 2025-16

HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAM

The prescribed distribution for HOME affordable housing for the estimated \$652,569 HOME funds expected to be received by the Tri-Cities HOME Consortium, plus additional funds from prior year resources and program income (\$400,000), are proposed to be used as follows:

Organization-Activity	Amount
City of Richland - Down Payment Assistance (DPA) Program	\$10,000
City of Kennewick - Down Payment Assistance (DPA) Program	\$10,000
City of Pasco - Down Payment Assistance (DPA) Program	\$10,000
Consortium - Tenant-Based Rental Assistance (TBRA) Program	\$359,426.75
Consortium – Acquisition / Rehabilitation	\$500,000
Consortium - Community Housing Development Organization (CHDO) 15% Set-aside	\$97,885.35
Administration and Planning	\$65,256.90

A deficit or increase in funding will be equally split between Consortium - Tenant Based Rental Assistance and Consortium - Acquisition / Rehabilitation



2025
CITY OF RICHLAND COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG)
&
TRI-CITIES CONSORTIUM HOME
INVESTMENT PARTNERSHIPS PROGRAM
(HOME)
ANNUAL ACTION PLAN FUNDING



CDBG RECOMMENDATION FROM PLANNING COMMISSION

Organization-Activity	Request	Recommendation
*Elijah Family Homes - Transition to Success	\$10,000	\$7,582
*Senior Life Resources – Meals on Wheels	\$20,000	\$11,582
*ARC of Tri-Cities - Scholarships	\$10,450	\$9,942
*Support, Advocacy & Resource Center – Counseling	\$20,000	\$9,582
*Domestic Violence Services of Benton and Franklin Counties – Shelter Advocate	\$19,900	\$5,562
**Public Works - ADA Compliance	\$198,000	\$91,750
**Development Services – Owner-Occupied Rehabilitation	\$100,000	\$100,000

** Denotes Public Service Activity – additional funding / deficit received should be equally divided between all Public Service Agencies.*

*** Denotes Public Facilities Activity – additional funding should be allocated to Development Services- Owner-Occupied Rehabilitation. A deficit in funding should be allocated to Public Works – ADA Compliance.*

In addition, the City of Richland will retain \$59,000 from expected 2025 CDBG Grant for administration and planning of the CDBG Program.

TRI-CITIES HOME CONSORTIUM RECOMMENDATIONS

ORGANIZATION-ACTIVITY	AMOUNT
City of Richland - Down Payment Assistance (DPA) Program	\$10,000
City of Kennewick - Down Payment Assistance (DPA) Program	\$10,000
City of Pasco - Down Payment Assistance (DPA) Program	\$10,000
Consortium - Tenant-Based Rental Assistance (TBRA) Program	\$359,426.75
Consortium – Acquisition / Rehabilitation	\$500,000
Consortium - Community Housing Development Organization (CHDO) 15% Set-aside	\$97,885.35
Administration and Planning	\$65,256.90

FUNDING TIMELINE

Solicit and Review Applications

August 12, 2024 – September 13, 2024

Public Hearing with Planning Commission

September 25, 2024

Planning Commission Consideration and Recommendations

October 23, 2024

30-Day Citizen Review and Comment Period

December 16, 2024 – January 21, 2025

Council Consideration and Approval

January 21, 2025



DRAFT
2025 Annual Action Plan



ANNUAL ACTION PLAN

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The Annual Action Plan is comprised of ten sections:

- Expected Resources
- Annual Goals and Objectives
- Projects
- Geographic Distribution
- Affordable Housing
- Public Housing
- Homeless and Other Special Needs Activities
- Barriers to Affordable Housing
- Other Actions
- Program Specific Requirements

Together, these sections guide the investment of federal housing and community development funds for the program year operating from January 1 to December 31, 2025. As a recipient of federal funding from HUD, the Consortium receives an annual entitlement, or formula grant, from the CDBG and HOME. Richland and the Consortium received the following grant amounts for the 2025 program year period.

- HOME: **\$652,569.**
- CDBG: **\$295,000.**

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 Consortium intends to use these funds to further the three primary goals listed in the Consortium's 2025–2029 Consolidated Plan, which include:

- Affordable housing choice.
- Community and economic development.
- Public services.

Anticipated Resources

Table 72—Expected Resources—Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public—federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$652,569	\$0	\$400,00	\$1,052,569	\$4,210,276	Fiscal year 2025 allocation amount
HOME	Public—federal	Acquisition Homebuyer Assistance Homeowner Rehab Multifamily Rental Rehab New Construction for Ownership TBRA	\$295,000	\$0	\$0	\$295,000	\$1,180,000	Fiscal year 2025 allocation amount

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

CDBG and HOME funds are important resources in the community and are used in conjunction with local, state, other federal, and private funds to support housing and other projects. Each of the cities is supportive of efforts by other organizations to obtain funding for projects to address the needs and goals outlined in this plan and in meeting the needs of the Tri-Cities. Cities also assist community organizations in strategizing, applying for, accessing, and developing new resources and partnerships. CDBG and HOME funds are frequently used to leverage local, state, and federal funds such as United Way, Washington State Housing Trust Funds, Emergency Solutions Grant, housing and homeless funds generated by recording fees, and county or city general funds.

Each city, as a HOME Consortium participant, is required to match HOME funds. That match is met using city general funds or other non-federal funds and land made available at a reduced cost (below appraised value) in the form of reduced financing fees from lenders and appraisers, grants for affordable housing from nonfederal sources, donated construction/housing materials, and volunteer labor.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Non-applicable.

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

The AP-20 Annual Goals and Objectives section of the Consolidated Plan summarizes the specific goals and actions the Consortium will undertake during the program year. The Consortium has identified the following three goals to guide its CDBG and HOME funding over the next year.

Goals Summary Information

Table 73.1—Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase and preserve affordable housing choices	2025	2029	Affordable Housing	N/A	Affordable Housing Choice	CDBG: \$100,000 HOME: \$987,312	Homeowner housing rehabilitated: 9 housing units Homeowner housing added: 2 housing unit Rental units rehabilitated: 0 housing unit TBRA: 40 households assisted Direct financial assistance to homebuyers: 1 household assisted
2	Community, neighborhood, & economic development	2025	2029	Non-Housing Community Development	N/A	Community & Economic Development	CDBG: \$91,750 HOME: \$0	Public facility or infrastructure activities other than low-/moderate-income housing benefit: 300 persons assisted
3	Public services	2025	2029	Public Services	N/A	Public Services	CDBG: \$44,250 HOME: \$0	Public service activities other than low-/moderate-income housing benefit: 40 persons assisted

Table 73.2—Goal Descriptions

Goal Name	Goal Description
Increase and preserve affordable housing choices	The Consortium will work to preserve and expand the supply of affordable housing by funding activities such as homeowner and rental rehab. Additionally, the Consortium will support programs such as TBRA and downpayment assistance to help low- and moderate-income households obtain and maintain housing.
Community, neighborhood, & economic development	The Tri-Cities Consortium will support investments in low-income communities to ensure access to thriving, connected, and inclusive communities by funding activities such as public facility rehabilitation, community development, infrastructure improvements, and other non-housing public services.
Public services	The Tri-Cities Consortium will support individuals and families by investing in housing and supportive services to increase self-sufficiency and well-being among low- and moderate-income households in the Tri-Cities.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The AP-35 Projects section of the Consolidated Plan describes how funds will be used to support the goals and priorities identified in previous sections of this Consolidated Plan. Projects and activities are carefully chosen. CDBG activities and HOME Community Housing Development Organization (CHDO) projects go through a competitive process, ensuring the maximum effectiveness in the use of federal grant funds.

Table 74—Project Information

#	Project Name
1	CDBG Planning & Administration
2	CDBG Owner Occupied Rehabilitation Program
3	Public Facilities/Improvements
4	Public Service
5	CDBG Renter Occupied Rehabilitation Program
6	HOME Administration
7	HOME First Time Homebuyer Assistance Program
8	HOME Owner Occupied Rehabilitation Program
9	HOME Homeowner Housing Development
10	HOME TBRA

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

Funding priorities are consistent with those stated in the Strategic Plan. The City of Richland intends to maximize the use of limited resources to ensure the highest benefit within the capacity to administer the program. Given the significant increase in housing needs, including the lack of accessible housing units, the City of Richland will prioritize rehabilitation efforts in the community. High priority is also placed on projects that would enhance the economic opportunities of residents.

Whenever feasible, projects that leverage additional funds or are coordinated with community partners are emphasized and given priority. The city does not anticipate obstacles to meeting the underserved needs addressed in the projects. However, decreased funding, particularly for the HOME program, limits the reach of these projects.

AP-35 Project Summary

The AP-35 Project Summary provides greater detail into the specific projects the Consortium will undertake in FY2025.

Project Summary Information

Project Number	Project Name	Description
1	Target Area:	N/A
1	Goals Supported:	Increase and Preserve Affordable Housing Choice Community, Neighborhood, and Economic Development Public Services
1	Needs Addressed:	Affordable Housing Choice Community and Economic Development Public Services
1	Funding:	CDBG: \$59,000
1	Description:	Fund necessary for staff to administer, manage, and monitor the implementation of CDBG funds and associated federal regulations. Administration funding will include 20 percent of eligible program income.
1	Target Date:	12/31/2025
1	Estimate the number and type of families that will benefit from the proposed activities:	N/A
1	Location Description:	625 Swift Blvd., MS19, Richland, WA 99352
1	Planned Activities:	CDBG funding will be provided to support administration, management, and monitoring. Responsibilities include, but are not limited to, activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and back-office infrastructure are also included. Should program income be generated through the program year, the city will apply 20 percent of the amount to address administrative expenses incurred through the program year. Any unspent CDBG administrative funds will be used to cover HOME administrative expenses during the program year.
2	Project Name:	CDBG Owner-Occupied Rehabilitation Program
2	Target Area:	N/A
2	Goals Supported:	Increase and Preserve Affordable Housing Choice
2	Needs Addressed:	Affordable Housing Choice

Project Number	Project Name	Description
2	Funding:	CDBG: \$100,000
2	Description:	Use existing revolving loan funds, including program income (PI) in the current year, to support health- and safety-related minor home repairs for CDBG-eligible low- and moderate-income homeowners, including staff costs for program delivery.
2	Target Date:	12/31/2025
2	Estimate the number and type of families that will benefit from the proposed activities:	5
2	Location Description:	TBD
2	Planned Activities:	Staff support, including marketing efforts, application intake, reviewing and assessing required repairs from eligible homeowners, implementing qualifying minor repairs and repairs that will be necessary to maintain occupancy health and safety, and maintaining a good supply of housing for CDBG-eligible populations.
3	Project Name:	Public Facilities/Improvements
3	Target Area:	N/A
3	Goals Supported:	Community, Neighborhood, and Economic Development
3	Needs Addressed:	Community and Economic Development
3	Funding:	CDBG: \$91,750
3	Description:	Support costs, including project delivery of public facility and infrastructure improvements.
3	Target Date:	12/31/2025
3	Estimate the number and type of families that will benefit from the proposed activities:	300 persons
3	Location Description:	Scattered
3	Planned Activities:	Activities include public facility improvement of accessibility to neighborhoods with the removal of architectural barriers to mobility or accessibility of elderly persons or "severely disabled" adults, including staff costs for project delivery.
4	Project Name:	Public Service
4	Target Area:	N/A
4	Goals Supported:	Public Services

Project Number	Project Name	Description
4	Needs Addressed:	Public Services
4	Funding:	CDBG: \$44,250
4	Description:	Public service-funded activities to carry out opportunities to low-income clientele, including city staff costs for program delivery.
4	Target Date:	12/31/2025
4	Estimate the number and type of families that will benefit from the proposed activities:	40
4	Location Description:	Scattered
4	Planned Activities:	Administration, project delivery, monitoring, reporting, and management of the contract and activity.
5	Project Name:	CDBG Renter Occupied Rehabilitation Program
5	Target Area:	N/A
5	Goals Supported:	Increase and Preserve Affordable Housing Choice
5	Needs Addressed:	Affordable Housing Choice
5	Funding:	CDBG: \$0
5	Description:	Use existing revolving loan funds, including PI in the current year, to support health- and safety-related minor home repairs for CDBG-eligible low- and moderate-income renters, including staff costs for program delivery.
5	Target Date:	12/31/2025
5	Estimate the number and type of families that will benefit from the proposed activities:	0
5	Location Description:	TBD
5	Planned Activities:	Staff support, including marketing efforts, application intake, reviewing and assessing required repairs from eligible renters, implementing qualifying minor repairs and repairs that will be necessary to maintain occupancy health and safety, and maintaining a good supply of housing for CDBG-eligible population.
6	Project Name:	HOME Administration
6	Target Area:	N/A

Project Number	Project Name	Description
6	Goals Supported:	Increase and Preserve Affordable Housing Choice Community, Neighborhood, and Economic Development Public Services
6	Needs Addressed:	Affordable Housing Choice Community and Economic Development Public Services
6	Funding:	HOME: \$65,256.90
6	Description:	Support costs of staff involved in the administration of the HOME grant. Increased to 15 percent of Grant Award to prepare and respond to COVID-19 as approved with HOME Waiver. Administration funding will include 10 percent of eligible program income.
6	Target Date:	12/31/2025
6	Estimate the number and type of families that will benefit from the proposed activities:	N/A
6	Location Description:	625 Swift Blvd., MS19, Richland, WA 99352
6	Planned Activities:	HOME funding will be provided to support administration, management, and monitoring responsibilities, including activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and back-office infrastructure are also included. Excess HOME admin funds will continue to be carried forward for future use. The HOME regulations allow for admin carryforward. Should program income be generated in program year 2025, the city will apply 10 percent of that amount to address administrative expenses incurred throughout the program year.
7	Project Name:	HOME First-Time Homebuyer Assistance Program
7	Target Area:	N/A
7	Goals Supported:	Increase and Preserve Affordable Housing Choice
7	Needs Addressed:	Affordable Housing Choice
7	Funding:	HOME: \$30,000
7	Description:	Support costs of providing downpayment assistance to qualifying first-time homebuyers, including project delivery.
7	Target Date:	12/31/2025

Project Number	Project Name	Description
7	Estimate the number and type of families that will benefit from the proposed activities:	3
7	Location Description:	Scattered
7	Planned Activities:	Up to \$10,000 down payment and closing cost assistance and related costs, including project delivery. Forgiven after the Period of Affordability.
8	Project Name:	HOME Owner-Occupied Rehabilitation Program
8	Target Area:	N/A
8	Goals Supported:	Increase and Preserve Affordable Housing Choice
8	Needs Addressed:	Affordable Housing Choice
8	Funding:	HOME: \$500,000
8	Description:	Support health- and safety-related minor home repairs for HOME-eligible low- and moderate-income homeowners, including staff costs for program delivery.
8	Target Date:	12/31/2025
8	Estimate the number and type of families that will benefit from the proposed activities:	7
8	Location Description:	TBD
8	Planned Activities:	Staff support, including marketing efforts, application intake, reviewing and assessing required repairs from eligible homeowners, implementing qualifying minor repairs and repairs that will be necessary to maintain occupancy health and safety, and maintaining a good supply of housing for HOME-eligible populations.
9	Project Name:	HOME Homeowner Housing Development
9	Target Area:	N/A
9	Goals Supported:	Increase and Preserve Affordable Housing Choice
9	Needs Addressed:	Affordable Housing Choice
9	Funding:	HOME: \$97,885.35
9	Description:	Support new construction of affordable housing units for HOME-eligible low- and moderate-income households.
9	Target Date:	12/31/2025

Project Number	Project Name	Description
9	Estimate the number and type of families that will benefit from the proposed activities:	0
9	Planned Activities:	Staff support for new construction of affordable units
10	Project Name:	HOME TBRA
10	Target Area:	N/A
10	Goals Supported:	Increase and Preserve Affordable Housing Choice
10	Needs Addressed:	Affordable Housing Choice
10	Funding:	HOME: \$359,426.75
10	Description:	Emergency TBRA program and Regular TBRA program, including program year HOME unspent consortium member allocations, PI, partial 2025 Consortium member allocations, and 2025 CHDO Set-Aside to address the immediate housing needs.
10	Target Date:	12/31/2025
10	Estimate the number and type of families that will benefit from the proposed activities:	30
10	Location Description:	Scattered, within the city limits of Richland, Kennewick, and Pasco
10	Planned Activities:	Emergency TBRA program and Regular TBRA program

AP-50 Geographic Distribution - 91.420, 91.220(f)

The AP-50 Geographic Distribution section of the Consolidated Plan identifies geographic target areas for HOME and CDBG funds.

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

No specific geographic target areas have been identified. 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.

Geographic Distribution

Table 75—Geographic Distribution

Target Area	Percentage of Funds
N/A	N/A

Rationale for the priorities for allocating investments geographically

N/A.

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The AP-55 Affordable Housing section of the Consolidated Plan specifies the goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year. The goal numbers represented below reflect activities that will be funded with federal dollars through the Tri-Cities HOME Consortium and Richland's CDBG allocation.

Table 76—One-Year Goals for Affordable Housing by Support Requirement

Support Requirement	Number of Households
Homeless	0
Non-Homeless	51
Special-Needs	0
Total	51

Table 77—One-Year Goals for Affordable Housing by Support Type

Support Type	Number of Households
Rental Assistance	40
The Production of New Units	1
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	51

Discussion

A goal of the Tri-Cities is to provide decent affordable housing for its residents. To support this effort, each city has programs to address this need. The following provides a general overview of the types of programs and projects that support this effort.

- HOME—TBRA: 40 households will be assisted with TBRA.
- HOME—CHDO: Support efforts of a CHDO to develop one single-family homeownership unit.
- HOME—Owner-Occupied Rehabilitation: Two homes will receive rehabilitation. An additional seven units will be rehabilitated through CDBG funding.
- HOME—Down Payment Assistance Program: Each city provides a down payment program, providing funds for low- and moderate-income first-time homebuyers. One home will receive down payment assistance.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The AP-60 Public Housing section of the Consolidated Plan describes the actions the Consortium will take in FY2025 to carry out the strategies listed in the public housing portion of the Strategic Plan.

Actions planned during the next year to address the needs to public housing

The City of Richland will help address the needs of public housing and activities in 2025 by continuing to work closely with and support the efforts of the KHA.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The KHA Governing Board includes one position designated for a resident representative. That position is currently filled, and the resident representative is fully engaged.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.

Non-applicable.

Discussion

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

The AP-65 Homeless and Other Special Needs Activities section of the Consolidated Plan describes the actions the Consortium will take in FY2025 to carry out the strategies listed in the homelessness strategy portion of the Strategic Plan.

The three cities will continue to be involved in the Benton Franklin CoC. As outlined in the Benton and Franklin Counties Five-Year Plan to End Homelessness, the CoC works to reduce homelessness by:

- Conducting outreach, screening, and assessing individuals and families to identify housing needs as well as other services.
- Providing referrals to available emergency housing services to provide immediate alternatives to sleeping on the streets.
- Referring individuals and families to prevention programs to assist with housing needs.
- Referring individuals and families to transitional housing with supportive services.
- Referring individuals and families to permanent and permanent supportive housing to combine affordable housing assistance with voluntary support services to address the needs of chronically homeless people. The services are designed to build independent living and tenancy skills and connect people with community-based health care, treatment, and employment services.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including.

Throughout the Consolidated Planning process, the Consortium identified a priority need to support individuals and families at risk of homelessness or experiencing homelessness. The City of Richland's FY2025 anticipated projects include a public services project with a goal of assisting persons at risk of homelessness by increasing their self-sufficiency and well-being.

Richland, Kennewick, and Pasco will continue to be active participants in the CoC and encourage cooperation in sharing information to identify existing resources that might be available to meet community needs. Staff from the cities will continue to participate in and support the annual PIT count in Benton and Franklin counties scheduled for January 2025.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Each city funds public services that contribute to the strength of services offered by organizations operating shelter beds in the region. Also, CDBG and HOME funds are utilized to offer affordable housing options for individuals and families transitioning out of a homeless situation.

Through involvement with BFCAC and Benton Franklin Human Services, the three cities will continue to support the development of housing and services.

Addressing the emergency shelter and transitional housing needs of homeless persons

Each city funds public services that contribute to the strength of services offered by organizations operating shelter beds in the region. Also, CDBG and HOME funds are utilized to offer affordable housing options for individuals and families transitioning out of a homeless situation.

Through involvement with BFCAC and Benton Franklin Human Services, the three cities will continue to support the development of housing and services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Richland contributes the maximum amount of CDBG funds toward public services. These organizations work closely with the CoC and organizations at varying levels of the CoC to provide the right services to give those families and individuals experiencing homelessness the opportunity to transition out of a homeless situation and into a stable housing situation. Further, each city works diligently with the two local housing authorities to continue the development of affordable housing opportunities.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The three cities do not provide direct assistance to those being discharged from publicly funded institutions or receiving assistance from public or private agencies. Each city participates in regularly scheduled CoC meetings of which the issue of assisting those individuals being discharged from medical facilities is a frequent topic. These meetings coordinate resources and evaluate potential solutions, creating partnerships where possible.

Discussion

AP-75 Barriers to Affordable Housing - 91.420, 91.220(j)

Introduction

The AP-75 Barriers to Affordable Housing section of the Consolidated Plan describes the actions the Consortium will take in FY2025 to reduce barriers to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Tri-Cities is in the process of updating its 2020–2024 Analysis of Impediments to Fair Housing Choice to identify zoning, building, and policy issues that may contribute to fair housing concerns. All cities allow the building of accessory unit dwellings; structure requirements vary by city, but each city allows the construction of these buildings that contribute to affordable housing.

All three cities encourage infill development to preserve older neighborhoods and support the 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.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The AP-85 Other Actions section of the Consolidated Plan describes the actions the Consortium will take to meet the needs of low- and moderate-income households in the Tri-Cities.

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. All three cities attend, support, and are active members of a the CoC, an organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin counties. The CoC uses a Coordinated Entry System that is fully implemented and aims to create efficiencies in the service provider network by not duplicating services and matching those in need of services to those organizations most suited to meet those needs.

Actions planned to address obstacles to meeting underserved needs

Decent housing can be made available to those below 30 percent of the median income by joining forces with community advocates such as BFCAC and the Department of Human Services to provide affordable housing for this underserved population. Typical projects to meet this goal would be family shelters, domestic violence shelters, developmentally disabled and chronically mentally disabled housing, elderly housing, migrant farmworker housing, homeless prevention rapid rehousing programs, and state and local housing trust funds. The city supports the efforts of local non-profit agencies to meet the needs of underserved populations.

Actions planned to foster and maintain affordable housing

The city will continue to support the efforts of various nonprofit agencies, housing authorities, and CHDOs to provide affordable housing opportunities for special needs populations through the use of CDBG and HOME funds. Rehabilitation priority is given by the city and by the BFCAC Energy Efficient Healthy House Program to those homes occupied by frail elderly or homeowners and renters with disabilities. 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.

Actions planned to reduce lead-based paint hazards

The city will provide education on LBP, including information on Safe Work Practices, actions to take when rehabbing or remodeling a home, and steps to take if exposure to lead hazards is suspected.

The pamphlets "Renovate Right" and "Protect Your Family from Lead in Your Home" published by the Washington Department of Commerce and Environmental Protection Agency will be distributed to all potential housing clients and be available via online links from the city's website.

In compliance with Program Update 05-11, the LBP Safe Checklist is utilized to evaluate the applicability of the lead safe housing rule to CDBG- and HOME-funded projects. The city will work with pre-qualified contractors to perform testing as necessary to identify lead hazards and ensure compliance after remediation work through clearance exams as required for persons assisted with CDBG or HOME funds.

Actions planned to reduce the number of poverty-level families

The activities outlined in this plan will work to increase economic opportunities in the Tri-Cities area. Through working with local businesses and fulfilling needed infrastructure and facilities updates and maintenance, the cities are working to increase the number of opportunities for financial security in the area.

Also, each City funds public services that increase capacity for local non-profit service organizations that work directly with low-income households with the aims of first creating stability and then working to identify opportunities to transition out of poverty.

Actions planned to develop institutional structure

The City will pursue various activities outlined in the 2025–2029 Consolidated Plan to strengthen and coordinate actions with housing, nonprofit, and economic development agencies. Staff will continue to participate in the CoC Task Force to assist in the coordination of government agencies, nonprofit organizations, housing developers, social service providers, and CoC providers to meet the needs of homeless individuals and families. Richland staff will participate in the PIT count, used to measure community trends and shifts that are impacting those individuals and families experiencing homelessness.

Actions planned to enhance coordination between public and private housing and social service agencies

The City supports efforts by agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide some technical assistance support of projects that meet a housing and community development need as identified in the 2020–2024 Consolidated Plan and will assist organizations to apply for funds from other local, state, or federal resources within staff capacity.

Discussion

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in the AP-35 Projects section of the Annual Action Plan. The following identifies program income that is available for use and is included in projects to be carried out.

CDBG Program

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use and is included in projects to be carried out.

Program Income	Amount
1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	0
2. The amount of proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements.	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities.	0
Total Program Income	\$0

Other CDBG Requirements

Requirement	Amount
1. The amount of urgent need activities.	-
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low- and moderate-income. Overall Benefit—A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70 percent of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100 percent

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

N/A.

A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The Tri-Cities HOME Consortium will utilize the recapture option in its HOME programs. The Consortium reserves the right to use the resale option at its discretion or when it is required. Prior to utilizing the resale option, the Consortium will take the necessary steps to formulate the required documentation and notify the HUD Field Office.

A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

To ensure affordability, the Consortium adheres to recapture requirements as set forth in 24 CFR 92.254(a)(4), 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 buy-downs, 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). 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 affordability restrictions may terminate upon foreclosure or 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.

Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

N/A.

If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A.

If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g., persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A.

If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A.

APPENDIX

Table A1—Assisted Housing Units in the Tri-Cities

Project Name	Number of Assisted Units
Heatherstone	141
McMurray Park Phase II	223
Sandstone Apartments	98
Parkview Apartments	119
Quail Ridge Apartments	107
Silver Creek Apartments	50
Vincent Village	240
Vintage at Richland	46
Pinecrest Apartments	148
Copper Ridge Apartments	53
Kamiakin Apartments	230
Stonegate	233
Varney Court	198
Vineyards, The	38
Tepeyac Haven	45
Meadow Park Apartments	44
Heatherstone Preservation	152
Bishop Topel Haven	449
Desert Villa & Desert Villa East	42
Three Rivers Village	151
Copper Mountain	40
Nueva Vista	273
Columbia Park	32
Columbia Park	138
Nueva Vista Phase II	138
Bishop Skylstad Commons	28
Heatherstone	53

Data Source: Washington State Housing Finance Commission Affordable Housing Data Portal (October 2024).