



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Tuesday, April 1, 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	Absent
Councilmember Maier	Present
Councilmember VanDyke	Present
Councilmember Whitten	Absent

COUNCILMEMBER JONES MOVED AND COUNCILMEMBER VANDYKE SECONDED THE MOTION TO EXCUSE COUNCILMEMBERS LUKSON AND WHITTEN. MOTION CARRIED 5-0.

Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, City Attorney Kintzley, Fire Chief Huntington, Chief of Police Pilcher, Finance Director Allen, Parks & Public Facilities Director Waite, Public Works Director D'Alessandro, and Acting Deputy City Clerk Follett.

Pledge of Allegiance

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

Approval of Agenda

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

Presentations

1. Visit Tri-Cities 2024 Annual Report and Tourism Promotion Area Reserve Requests

Kevin Lewis, CEO of Visit Tri-Cities, delivered a PowerPoint presentation summarizing the organization's 2024 annual report, including funding sources, total revenue expenses, economic data, and growth figures. Mr. Lewis further detailed the organization's destination marketing efforts and the impact of signature events on local tourism growth and employment. After highlighting 2024 accomplishments, Mr. Lewis stated that the 2025 Work Plan has been submitted and must be approved by Council annually. In conclusion, Mr. Lewis summarized the proposed uses for the funds requested from the Tourism Promotion Area (TPA) Reserve Fund.

Following the presentation, Councilmembers thanked Mr. Lewis and his team for their efforts in attracting business to the Tri-Cities and engaged in a question-and-answer session with Mr. Lewis.

2. New Hires & Retirements

A video recognizing March's new hires and retirements was played for the audience.

The City welcomed the following four (4) new employees in March:

- Justin Koma – HVAC Technician, Parks & Facilities Division
- Adam Lewis – Civil Engineer II, Public Works Admin & Engineering Division
- Miguel Torres – Laborer, Parks & Facilities Division
- Nicholas Barber – Laborer, Parks & Facilities Division

The City recognized the retirement of Warren Hyland, Warehouse Worker II, who retired after thirty-two (32) years of service with the City.

Public Hearing

Acting Deputy Clerk Follett read the Public Hearing and Public Comments procedures.

3. Proposed Amendment to the 2025 Budget in Various City Funds, Ordinance No. 2025-08

Mayor Richardson opened and closed the public hearing at 6:38 p.m. No public testimony was offered.

Public Comments

The following individuals provided public comments:

Ken Peterson, a resident of Richland, raised four (4) concerns about conditions on Haines Avenue and proposed solutions.

Manuel Bernard, a resident of Richland, shared concerns about the condition and safety of the tennis courts at Leslie Groves Park.

Consent Calendar

Acting Deputy City Clerk Follett read the Consent Calendar.

Minutes

4. Approval of the following Richland City Council Meeting Minutes:
 - March 14, 2025 Annual Retreat Meeting Minutes
 - March 18, 2025 Regular Meeting Minutes
 - March 25, 2025 Workshop Meeting Minutes

Ordinances - First Reading

None.

Ordinances - Second Reading & Passage

5. Ordinance No. 2025-07, Amending Chapter 3.06 of the Richland Municipal Code related to Sale or Lease of City Real Property

Resolutions - Adoption

6. Resolution No. 2025-40, Authorizing a Consultant Agreement with Jacobs Engineering Group for the SR-240/Aaron Interchange Improvements Project
7. Resolution No. 2025-45, Ratifying Grant Applications to the Benton-Franklin Council of Governments' 2025 Call for Projects
8. Resolution No. 2025-46, Authorizing \$549,500 from the Tourism Promotion Area Reserve Account for Supplemental Tourism-Related Projects in 2025
9. Resolution No. 2025-47, Authorizing Award of Bid to Vincent Brothers, LLP for the Richland Library Outdoor Children's Area
10. Resolution No. 2025-49, Authorizing a Purchase and Sale Agreement with HTD Holding, LLC for Property located at 2622 Henderson Loop
11. Resolution No. 2025-50, Authorizing an Amendment to the Consultant Agreement with Maul Foster & Alongi for an Environmental Site Assessment
12. Resolution No. 2025-51, Authorizing a Second Amendment to the Existing Three-Year Agreement with Insight Public Sector for Microsoft Volume Licensing for Year 3
13. Resolution No. 2025-52, Authorizing an Agreement with Motorola Solutions for Prosser Butte Site Radio Equipment Replacement on behalf of Benton County Emergency Services

Items - Approval

14. Appointment to the Board of Adjustment: Douglas McKinley, Sr.
15. Appointment to the Code Enforcement Board: Jenna Coddington and Jon Davidson
16. Appointment to the Parks & Recreation Commission: Patti Jones, Carl Thompson, Sawyer Kreis, and Sriyan Thallapally
17. Appointment to the Planning Commission: Shane Leonard

Expenditures – Approval

None.

COUNCILMEMBER MAIER MOVED AND COUNCILMEMBER VANDYKE SECONDED THE MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM KENT, AND COUNCILMEMBERS JONES, MAIER, VANDYKE AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 5-0.

Items of Business

18. Ordinance No. 2025-08, Amending the 2025 Budget in Various City Funds (First Reading)

Finance Director Allen presented a high-level overview of the City's revenues and proposed budget amendments. He noted the Streets Capital Construction Fund adjustment as the most significant amendment and highlighted the acceptance of additional grant funds.

COUNCILMEMBER MAIER MOVED AND MAYOR PRO TEM KENT SECONDED THE MOTION TO APPROVE ORDINANCE NO. 2025-08, AMENDING THE 2025 BUDGET IN VARIOUS CITY FUNDS FOR FIRST READING. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM KENT, AND COUNCILMEMBERS JONES, MAIER, VANDYKE AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 5-0.

Reports and Comments

City Manager

City Manager Amundson addressed citizen concerns raised during Public Comment and outlined actions the City will take to address them.

City Manager Amundson announced that the City of Richland had recently received the Washington Economic Development Association's (WEDA) 2025 Business Expansion and Retention Project of the Year Award in recognition of ATI Specialty Alloys &

Component's (ATI) use of the City's Targeted Urban Area (TUA) tax exemption to support its expansion efforts.

Additionally, City Manager Amundson reported that on March 21, 2025, the Richland Police Department held its annual awards banquet. Several awards were presented for both individual and team achievements from the past year. He acknowledged Detective Eric Edwards as Officer of the Year and mentioned that Council was provided a detailed list of awards presented at the event.

City Manager Amundson concluded by announcing that the region will host the 2025 Association of Washington Cities (AWC) Annual Conference from June 24-27, 2025 at the Three Rivers Convention Center.

City Council

Mayor Pro Tem Kent thanked City Manager Amundson for sharing his updates, and thanked individuals who applied for vacant board, commission and committee positions. She also recognized and thanked departing members for their service.

Councilmember Maier echoed the appreciation for board, commission, and committee members. He then raised concerns about speeding along the shared-use trail along the levy path and expressed support for enforcement measures. Councilmember Maier also commented on the growing presence of short-term rentals in Richland and voiced his support for future code amendments to regulate them.

Regarding the topic of short-term rentals in Richland, City Manager Amundson stated that he met with Mr. Lewis in January to discuss short-term rentals and related software for tracking and compliance. The City will partner with Visit Tri-Cities to utilize the collected data, which may lead to a future recommendation to Council. The current goal is to capture potential revenue and better understand the number of short-term rentals in the community.

Councilmember Jones had no comments.

Councilmember VanDyke welcomed newly appointed Planning Commissioner Shane Leonard, who was present in the audience. He then thanked Communications & Marketing Manager Hollie Logan for her efforts in launching the new software. Councilmember Vandyke welcomed Ember Chiropractic, a new family-run business in the area, and noted the promising growth strategy of LivAway Suites on Tapteal Drive.

Councilmember VanDyke highlighted the recent Regional Chamber of Commerce award ceremony held the previous week where community members were honored for their contributions.

Lastly, Councilmember VanDyke expressed gratitude to Public Works Director D'Alessandro for his responsiveness to citizen concerns, then suggested that it would be

beneficial to update the community on the progress made by the RPD Traffic Enforcement Unit regarding street racing issues.

Mayor

Mayor Richardson brought forward comments previously made by Councilmember Lukson regarding the Richland Public Facilities District, which were discussed during the recent Council Retreat. Mayor Richardson asked Council for feedback on scheduling a future workshop meeting to further explore the topic. Councilmembers VanDyke and Maier expressed support for a workshop, and Councilmember Jones stated that she had already informed the Richland Public Facility District Board that a workshop was likely forthcoming.

Adjournment

Mayor Richardson adjourned the meeting at 7:07 p.m.

APPROVED:



Theresa Richardson, Mayor

ATTEST:



Jennifer Rogers, City Clerk

DATE APPROVED: April 15, 2025

DATE PUBLISHED: April 16, 2025