



## Agenda

City Council Special Workshop and Regular Meeting

Tuesday, April 7, 2026

Richland City Hall - Council Chambers

625 Swift Boulevard

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### City Council Special Workshop - 6:00 p.m.

1. Council Do's and Don'ts
  - Rob Roscoe, Washington Cities Insurance Authority (WCIA) Deputy Director

### City Council Regular Meeting - 7:00 p.m.

#### Welcome and Roll Call

#### Pledge of Allegiance

#### Approval of Agenda (Approved by Motion)

#### Presentations

1. New Hires and Retirements
  - Lacey Paulsen, Human Resources Director

**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. Declaring a Six-Month Moratorium on Siting Less Restrictive Alternative (LRA) Facilities Serving Sexually Violent Predators
  - Joe Schiessl, Deputy City Manager
3. Amending the 2026 Budget in the City's Water, Sewer, and Streets Capital Funds, Ordinance No. 2026-08

**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 March 17, 2026 City Council Regular Meeting Minutes and March 24, 2026 City Council Workshop Meeting Minutes
  - Jennifer Rogers, City Clerk

### Ordinances - First Reading

5. Ordinance No. 2026-06, Amending Richland Municipal Code Section 16.08.010 related to Stormwater Utility Rates
  - Carlo D'Alessandro, Public Works Director
6. Ordinance No. 2026-07, Amending Richland Municipal Code Sections 17.56.010 and 17.56.020 related to Wastewater Utility Rates
  - Carlo D'Alessandro, Public Works Director
7. Ordinance No. 2026-09, Amending Chapter 10.02 of the Richland Municipal Code related to Violations and Procedures
  - Heather Kintzley, City Attorney

### Ordinances - Second Reading & Passage

8. Ordinance No. 2026-05, Rezoning Approximately 10.3 Acres located at Parcel No. 1-2098-101-2790-001 from Suburban Agriculture (SAG) to Single Family Residential (R-1-10)
  - Mike Stevens, Planning Manager

### Resolutions - Adoption

9. Resolution No. 2026-39, Authorizing a Consultant Agreement with RH2 Engineering, Inc. for the Comprehensive Water System Plan Update
  - Carlo D'Alessandro, Public Works Director
10. Resolution No. 2026-40, Authorizing a Stormwater Reimbursement Agreement with HAPO Community Credit Union for 608 Williams Boulevard
  - Carlo D'Alessandro, Public Works Director
11. Resolution No. 2026-41, Authorizing Award of Bid to Premier Excavation, Inc. for the North Horn Rapids Sewer Extension Project
  - Carlo D'Alessandro, Public Works Director
12. Resolution No. 2026-42, Authorizing a Grant Application and Acceptance of Washington State Criminal Justice Training Commission Officer Wellness Program Funds
  - Marty Pilcher, Chief of Police
13. Resolution No. 2026-43, Authorizing a Grant Application and Acceptance of Washington State Department of Transportation Grant for Safe Routes to School Program Funding
  - Marty Pilcher, Chief of Police

### Items - Approval

14. Travel Authorization for Mayor Richardson
  - Jon Amundson, City Manager
15. Appointment to the Arts Commission: Rohan Nune
  - Jennifer Rogers, City Clerk

### Expenditures - Approval

None.

## **Items of Business**

16. Ordinance No. 2026-08, Amending the 2026 Budget in the Water, Sewer, and Streets Capital Funds
  - Brandon Allen, Finance Director
17. Resolution No. 2026-44, Authorizing a Purchase and Sale Agreement with I200 Jadwin LLC
  - Joe Schiessl, Deputy City Manager
18. Appointment to the Richland Planning Commission: Cheryl Arm, Jean-Paul LeCompte, and Jet Richardson
  - Mike Rizzitiello, Development Services Director

## **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.

## City of Richland Council Do's and Don'ts Training

*Presented by*  
**Rob Roscoe**  
Deputy Director  
Washington Cities Insurance Authority

1

### Washington Cities Insurance Authority

- A municipal non-profit organization of Washington public entities joined to share risk
  - Over 165 members and \$222 million in assets
- Advantages of WCIA Membership
  - Run by a board of directors composed entirely of members
  - Assist members in avoiding and reducing losses through risk management, training, and claim handling
  - Stability and transparency in rates
  - Coverage decisions made by the Executive Director with appealable rights to the Executive Committee

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## Washington Cities Insurance Authority

- Provides Self-Insurance Liability Coverage
  - Auto Liability, General Liability, Employment Practices, Errors & Omission
  - \$20,000,000 per Occurrence
  - Look for coverage not exclusions
- Additional Insurance Coverage
  - Member Property, Auto & Boiler Machinery
  - Crime Fidelity purchased by members
  - Cyber and Pollution Premises Liability purchased for all members



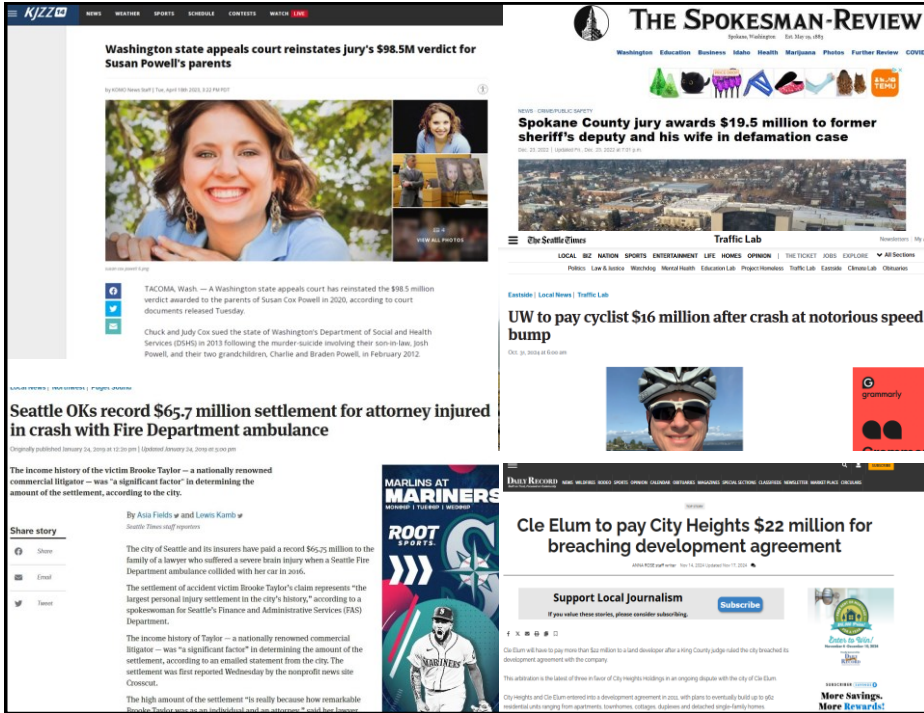
3

## Insurance Market Update

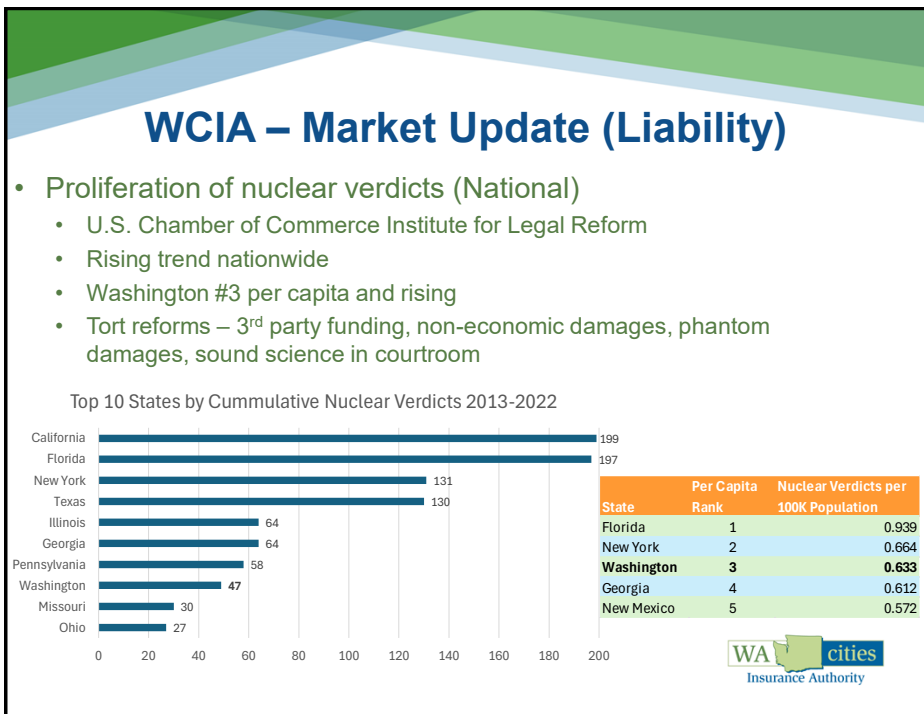
- Insurance is a cyclical industry prone to large pricing deviations from year to year
  - WCIA's overall reinsurance rate has increased 700% from 2015 – 2025
  - WCIA's 2026 renewal mixed results
    - Liability reinsurers requiring WCIA to increase our SIR from \$4M to \$5M while reducing their available capacity and charging more for less coverage = hard market
    - Property rate decreased while also increasing Members earthquake coverage; pay less for more = soft market
  - 2026 WCIA's overall liability rate increased by 3%



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## Avoiding Liability

Individuals can receive absolute immunity for legislative activities

- Adoption of budgets, ordinances, and resolutions

Only within context of council meeting as a whole and not acting as an individual



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## Avoiding Liability

### Land Use

- Use of Hearing Examiners
  - Less issues with appearance of fairness doctrine
  - Eliminates many arbitrary and capricious decision allegations
- Do not insert yourself in the process
  - Westmark v. Burien, Mission Springs v. Spokane
- Development Agreements
  - Held to contractual law and remedies which may not be covered by WCIA
  - You thought you had an expiration date...



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## Avoiding Liability

### Personnel

- Stay in legislative role
  - Set policies, budgets, municipal codes
    - Do not to stray into Executive role
      - Management of employees, hiring/firing, discipline
- Harassment and Discrimination
  - Held to same standard as City employees
    - Can be sued individually
    - Know the law and your policies
  - Report to Executive
    - If you witness behavior or are made aware of problem by employee



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## Avoiding Liability

### Negligent Misrepresentation

- Do not make specific promises or assurances
  
- Refer specific questions to staff
  
- Do not take matters into your own hands



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## Avoiding Liability

### Defamation

- If the statement/opinion is regarding a legislative concern you have immunity
- Careful discussing or naming individuals
  - Are they a public official, staff or private individual?
  - Any untruth gives rise to liability



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## Avoiding Liability

### Public Works

- Do not “politically engineer”
  - Crosswalks, Signs, Speed Limits, Traffic Control Devices
    - Ask for staff input off the record
    - Have staff respond to public requests
  - Joint and Several Liability
- Avoid promises, assurances and inflammatory statements



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## Avoiding Liability

### Do not leak Executive Session information

- Resist the temptation to share
- Disclose conflicts prior to session and recuse yourself
- Claims and Litigation
  - Can jeopardize defense
  - Possible sanctions imposed



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## Avoiding Liability

### Be mindful of written communications

- Email/Social Media
  - Always use City email address, not personal
    - Public record and discoverable in litigation
  - Is your social media account personal? For election activity? To discuss City business?
    - Do you allow comments and discussions?
      - » Possible Public Forum creation with First Amendment Protections



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**WELCOME TO RICHLAND**



WELCOME TO RICHLAND



# Lance Orr

*Utility Craftsworker*

*Division: Wastewater Maintenance*

*Hire Date: 03/02/2026*



WELCOME TO RICHLAND



# Chase Reed

*Planner*

*Division: Planning & Redevelopment*

*Hire Date: 03/02/2026*



WELCOME TO RICHLAND



# Daniel Guglielmo

*IT Developer/Integrator (Applications)*

*Division: Information Technology*

*Hire Date: 03/16/2026*



WELCOME TO RICHLAND



# Karla Guardado

*Permit Technician I*

*Division: Permitting & Planning*

*Hire Date: 03/16/2026*



WELCOME TO RICHLAND



# Saryla Rogers

*Emergency Communications Dispatcher  
Division: SECOMM Operations General  
Hire Date: 03/16/2026*



WELCOME TO RICHLAND



# Chrissi Nelson

*Police Public Records Specialist*

*Division: Police Services*

*Hire Date: 03/23/2026*



WELCOME TO RICHLAND



# Mikaela Bourque

*Communications & Marketing Specialist*

*Division: Communications & Marketing*

*Hire Date: 03/23/2026*



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Public Hearing

Strategic Priority 1 - High Performance Government

Strategic Priority 4 - Quality of Life

### Subject

Declaring a Six-Month Moratorium on Siting Less Restrictive Alternative (LRA) Facilities Serving Sexually Violent Predators

### Department/Office

City Manager

### Ordinance/Resolution Number

### Document Type

Public Hearing Item

### Recommended Motion

None.

### Summary

On March 3, 2026 Council adopted Resolution No. 2026-30, declaring a six-month moratorium on siting Less Restrictive Alternative (LRA) Facilities serving Sexually Violent Predators.

In 1990, the Washington State Legislature enacted the Community Protection Act, codified at Chapter 71.09 RCW, authorizing the indefinite civil commitment of individuals determined by a superior court to be sexually violent predators (SVPs). These individuals have completed their criminal sentences but have been found likely to reoffend if not confined in a secure facility. Subsequent federal litigation concerning the constitutional rights of civilly committed individuals resulted in the establishment of Secure Community Transition Facilities (SCTFs) and amendments to state law requiring annual review of SVPs to determine whether they qualify for placement in a Less Restrictive Alternative (LRA) setting.

LRA facilities include Secure Community Transition Facilities and any residence used as a court-ordered placement pursuant to RCW 71.09.096. Under RCW 36.70A.200, Secure Community Transition Facilities are included in the definition of Essential Public Facilities, and cities planning under the Growth Management Act are required to include provisions for siting such facilities within their development regulations.

The City's current regulations applicable to Essential Public Facilities do not adequately define LRA facilities or sufficiently address potential land use compatibility and life-safety impacts associated with their siting. In order to ensure that future regulations are deliberate, legally compliant, and protective of both facility residents and surrounding neighborhoods, a temporary moratorium is necessary.

Resolution No. 2026-30 established a six-month moratorium prohibiting the siting of any new LRA facility within all zoning districts in the City of Richland, and further prohibits the filing of applications for licenses, permits, or other approvals for such facilities during the moratorium period. The moratorium was effective immediately upon adoption on March 3, 2026, and will remain in effect for six months unless repealed, modified, or extended following a public hearing and adoption of appropriate findings of fact. The moratorium will automatically expire upon the effective date of zoning regulations adopted by the Council specifically addressing the siting of LRA facilities.

Tonight, the City Council will hold the public hearing required by state law for establishing a moratorium. At the regular meeting on April 21, 2026, Council will adopt findings of fact and determine whether a formal work plan is necessary to develop permanent regulations. Proposed findings are attached to this staff report.

### Fiscal Impact

None.

### Attachments

- I. Draft Resolution No. 2026-xx Findings on LRA Moratorium

**RESOLUTION NO. 2026-XX**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
ADOPTING FINDINGS IN SUPPORT OF RETAINING THE MARCH  
3, 2026 MORATORIUM ON SITING LESS RESTRICTIVE  
ALTERNATIVE (LRA) FACILITIES SERVING SEXUALLY  
VIOLENT PREDATORS.**

**WHEREAS**, in 1990, the Washington State Legislature passed the Community Protection Act of 1990, codified at Chapter 71.09 RCW, to authorize the indefinite civil commitment of individuals found by superior court to be sexually violent predators (SVP); and

**WHEREAS**, individuals who are civilly committed as SVPs have fulfilled their sentence, but are likely to reoffend if not confined in a secure facility; and

**WHEREAS**, in 1991, a federal civil rights lawsuit was filed alleging violations of the constitutional rights of individuals who were civilly committed under the new Washington law. The lawsuit focused on the provision of constitutionally adequate mental health treatment and the opportunity for a less restrictive alternative (LRA) to total confinement; and

**WHEREAS**, the litigation resulted in the establishment of two (2) Secure Community Transition Facilities on McNeil Island and in South Seattle, and amended state law to require an annual review to determine if an SVP is eligible for placement in an LRA, which means court-ordered treatment in a setting less restrictive than total confinement; and

**WHEREAS**, LRA facilities, which provide court-ordered supervision, security, and treatment to individuals who have been civilly committed and conditionally released from total confinement, include Secure Community Transition Facilities and any residence used as a court-ordered placement under RCW 71.09.096; and

**WHEREAS**, the definition of “Secure Community Transition Facility” in RCW 71.09.020 expressly includes the facility located on McNeil Island, plus any community-based facilities established under Ch. 71.09 RCW operated by the Washington DSHS Secretary or under contract with the Washington DSHS Secretary; and

**WHEREAS**, Secure Community Transition Facilities are within the definition of Essential Public Facilities per RCW 36.70A.200; and

**WHEREAS**, RCW 36.70A.200 requires cities to include provisions for the siting of Essential Public Facilities, including but not limited to Secure Community Transition Facilities, which qualify as a less restrictive alternative for sexually violent predators who have been granted conditional release; and

**WHEREAS**, the City Council has authority under Article XI, Section 11 of the Washington State Constitution, RCW 35.22.690, RCW 35.63.220, RCW 36.70A.200, and RCW 36.70A.390 to regulate land uses and adopt interim zoning controls and moratoria; and

**WHEREAS**, the Richland City Council has determined that existing city regulations regarding siting of Essential Public Facilities do not adequately define LRA facilities or mitigate their land use and life safety impacts to protect both the residents of potential LRA facilities within the city or the neighbors of such facilities; and

**WHEREAS**, the Richland City Council has determined that the best interests of the City are served by retaining the six-month moratorium on the siting of any new LRA facilities to provide the City an adequate opportunity to study appropriate regulations specifically for siting LRA facilities in the City of Richland consistent with state law.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Richland as follows:

Section 1. Findings. The City of Richland makes the following findings:

A. The City of Richland does not currently provide regulatory provisions to adequately define LRA facilities or mitigate their land use and life safety impacts to protect both the residents of potential LRA facilities within the city or the neighbors of such facilities.

B. A moratorium resolution was adopted on March 3, 2026 by this Council prohibiting the siting of any LRA facility within all zoning districts within the City of Richland, and the filing of any applications for licenses, permits, or other approvals for the siting of any LRA facilities until the City establishes regulations regarding the location of said uses and determines the impact on the health and safety of the community and properties neighboring these uses.

C. A public hearing was held on April 7, 2026, as required by RCW 35.63.200, and Council heard testimony from the public, summarized as follows: \_\_\_\_\_.

D. On March 3, 2026, when the moratorium was adopted, staff provided an in-depth presentation to City Council on issues of concern related to siting LRA facilities in Richland, including the current state of the code and its existing deficiencies.

E. The City Council finds that zoning, licensing and permitting regulations should be established at the local level pending review of appropriate locations and other requirements for siting LRA facilities, which must be compared and analyzed. Council recognizes the need for specific regulation to avoid claims of land use vesting should these uses be allowed in an inappropriate location.

F. The City must ensure that proposed locations for LRA facilities are appropriate, and that any potential secondary impacts arising from such uses are minimized and mitigated. These secondary impacts include, but are not limited to, security concerns and logical implementation of high-level supervision and security.

Section 2. Moratorium Retained. The moratorium established by Resolution 2026-30 on March 3, 2026 is retained prohibiting the siting of any LRA facility within all zoning districts within the City of Richland, and on the filing with the City, or the Courts of Competent

Jurisdiction, any applications for licenses, permits, or other approvals for the siting of any LRA facilities for the duration of the moratorium.

Section 3. Term of Moratorium. The moratorium imposed by Resolution 2026-30 shall continue in effect for an initial period of six (6) months from the date of adoption, March 3, 2026, as authorized by RCW 35.63.200 unless repealed, extended, or modified by the City Council; provided, however, that the moratorium shall automatically expire upon the effective date of zoning regulations adopted by the City Council to address the siting of LRA facilities in the City of Richland.

**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 21<sup>st</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney



**MINUTES**

Richland City Council Regular Meeting  
Tuesday, March 17, 2026  
Richland City Hall ~ Council Chambers  
625 Swift Boulevard

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**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 VanDyke	Present
Councilmember Holten	Present
Councilmember Jones	Present
Councilmember Maier	Present
Councilmember Samuel	Present
Councilmember Whitten	Present

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

**Pledge of Allegiance**

Councilmember Samuel led the Council and audience in the Pledge of Allegiance.

**Approval of Agenda**

**MAYOR PRO TEM VANDYKE MOVED AND COUNCILMEMBER JONES SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 7-0.**

**Presentations**

1. Proclamation Recognizing Savannah Thorpe of Richland High School as the 2026 WIAA 4A High School Girls Wrestling State Champion

Mayor Richardson introduced Savannah Thorpe to the audience and highlighted her outstanding athletic and academic accomplishments.

Mayor Richardson then read a proclamation honoring Savannah Thorpe as the 2026 WIAA 4A High School Girls Wrestling State Champion.

2. Proclamation Recognizing the Richland High School Boys Basketball Team as the 2026 WIAA 4A State Champions.

Mayor Richardson introduced the Richland High School Boys Basketball Team, Head Coach Earl Streufert, and Assistant Coach Bruce Robertson to the audience. Mayor Richardson commended the team's undefeated 28-0 season and the significance of earning the team's first state championship title in 47 years.

Mayor Richardson then read a proclamation honoring the Richland High School Boys Basketball Team in recognition of achievement as the 2026 WIAA 4A State Champions.

3. National Reading Month Proclamation

At Mayor Richardson's invitation, Cara Hernandez, Chair of the Richland Public Library Board of Trustees, read a proclamation designating the month of March as National Reading Month.

4. Richland Public Library Board Annual Presentation

Cara Hernandez, Chair of the Richland Library Board of Trustees, introduced Board members in attendance and expressed appreciation to the Friends of the Library and the Library Foundation for their continued support and collaboration.

She then provided a high-level overview of the Library's 2025 operations, with the assistance of a PowerPoint presentation, highlighting strong community engagement, expanded services, and continued growth in library usage.

Looking ahead, Ms. Hernandez shared that the Library will celebrate its 75th anniversary beginning May 1, 2026, and will continue to expand programming, partnerships, and services to meet the evolving needs of the community.

Detailed information can be found in the PowerPoint presentation included in the agenda packet.

Following the presentation, councilmembers engaged in a question-and-answer session with Ms. Hernandez.

**Public Hearing**

None.

**Public Comments**

City Clerk Rogers read the Public Comments procedure.

The following individuals provided public comments:

- Eugene Pratt, a Richland resident, referenced a request he submitted to the Richland Police Department to investigate eight (8) airplane hangar owners and three (3) Port Commissioners for potential defrauding of a public utility. He alleged improper use of the City's water and sewer services and requested a formal investigation.
- Marie Nuron, a Richland resident, urged City Council to support an investigation into the Port of Benton Commissioners for alleged defrauding of a public utility. She emphasized the need for accountability, restitution for uncollected utility revenues, and equitable treatment of residents who comply with permitting and payment requirements.

### **Consent Calendar**

City Clerk Rogers read the Consent Calendar.

### **Minutes**

5. Approval of the March 3, 2026 City Council Regular Meeting Minutes

### **Ordinances - First Reading**

None.

### **Ordinances - Second Reading & Passage**

None.

### **Resolutions – Adoption**

6. Resolution No. 2026-31, Authorizing an Interlocal Agreement for Continued Reciprocal Borrowing between Area Libraries

7. Resolution No. 2026-32, Authorizing a Grant Application to the Washington State Department of Commerce for a Library Capital Improvement Program Grant

8. Resolution No. 2026-33, Authorizing a Grant Application to the Washington State Department of Transportation Pedestrian and Bicycle Program

9. Resolution No. 2026-34, Authorizing a Consultant Agreement with Jacobs Engineering Group, Inc. for the SR-240/Aaron Interchange Complete Streets Improvements Project

10. Resolution No. 2026-35, Accepting Surface Transportation Block Grant Funds for the SR-240/Aaron Drive Complete Streets Improvements Project
11. Resolution No. 2026-36, Authorizing Award of Bid to Prater Electric Inc. for the Thayer Substation Bank 1 Replacement Construction Project
12. Resolution No. 2026-37, Authorizing a Traffic and Criminal Software Record Sharing Agreement between the Washington State Patrol and the City of Richland Police Department
13. Resolution No. 2026-38, Ratifying a Renewal of Contract No. 119-25 with Remedy Health and Wellness, PLLC for Direct Primary Care Services

**Items - Approval**

14. Appointment to the Arts Commission: Leo Bowman, Lexie Forbes, and Nathan Reynolds
15. Appointment to the Code Enforcement Board: Eric Bostrom, Branden Gradin, and Skye White
16. Appointment to the Parks & Recreation Commission: Eric Morel, Sawyer Kreis, and Akshath Motkuri

**Expenditures – Approval**

17. Expenditures from February 1, 2026 to February 28, 2026 for \$37,940,409.39 including Travel Checks Nos. 20944-20961, Accounts Payable Check Nos. 344016-344873, Accounts Payable Wire Nos. 10895-10932, Payroll Wires & ACH Nos. 15319-15380, Payroll Check Nos. 237668-237682, and Payroll Direct Deposit Nos. 26420017347-26560018168.

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

**Items of Business**

18. Term Limit Waiver Request for Parks & Recreation Commission Membership: James Buelt

Parks & Public Facilities Director Waite presented a term limit waiver request for Parks & Recreation Commission member James Buelt. He explained that Mr. Buelt has served

the maximum term limit of twelve (12) consecutive years on the Commission and has reapplied to continue service. Parks & Public Facilities Director Waite stated the Parks & Recreation Commission interview panel has requested Council approve a term limit waiver request to allow Mr. Buelt to continue serving an additional three (3) year term on the Commission.

**COUNCILMEMBER WHITTEN MOVED AND COUNCILMEMBER MAIER SECONDED THE MOTION TO APPROVE THE TERM LIMIT WAIVER REQUEST FOR PARKS & RECREATION COMMISSION MEMBER JAMES BUELT. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM VANDYKE, AND COUNCILMEMBERS HOLTEN, JONES, MAIER, SAMUEL, AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 7-0.**

19. Ordinance No. 2026-05, Rezoning Approximately 10.3 Acres Located at Parcel No. 1-2098-101-2790-001 from Suburban Agriculture (SAG) to Single Family Residential (R-1-10) (Closed Record)

Mayor Richardson identified the items that comprise the record for the purposes of the closed-record review hearing. The items of record include all documents that were presented to the Richland Hearing Examiner and accepted into evidence at or prior to the open-record public hearing held on January 12, 2026, along with the Hearing Examiner's February 13, 2026, written decision.

City Attorney Kintzley asked if any councilmembers had any potential conflicts of interest regarding the topic. No conflicts were disclosed. City Attorney Kintzley asked the audience if anyone had any objection to any councilmember's participation in the closed record review. No objections were raised. Finally, City Attorney Kintzley asked if anyone present had any objections on jurisdictional grounds as required by the Richland Municipal Code. No objections were raised.

City Clerk Rogers read additional closed record hearing procedures.

Mayor Richardson opened the public hearing at 6:53 p.m.

Planning Manager Mike Stevens presented the request submitted by Rick Simon of RPS Planning Consultant, LLC, on behalf of property owner Robin French. The request proposed rezoning approximately 10.3 acres, located at the southern end of the French Orchard near Dallas Road and the Keene/Kennedy intersection (Benton County Parcel No.1-2098-101-2790-001) from Suburban Agriculture (SAG) to Single Family Residential (R-1-10).

Planning Manager Stevens further stated that the rezone request was necessary to facilitate the development of the proposed French Meadows subdivision, a 31-lot single-family residential project located north of the previously approved Estates at White Bluffs subdivision. He explained that, if approved by the City Council, the rezone would be forwarded to the Hearing Examiner, who would issue a final decision on the associated

preliminary plat application.

Neither the applicant nor the individuals who provided testimony during the open-record hearing were present to provide comments.

Mayor Richardson closed the hearing at 6:57 p.m.

**COUNCILMEMBER MAIER MOVED AND COUNCILMEMBER WHITTEN SECONDED THE MOTION TO APPROVE ORDINANCE NO. 2026-05, REZONING APPROXIMATELY 10.3 ACRES LOCATED AT PARCEL NO. 1-2098-101-2790-001 FROM SUBURBAN AGRICULTURE (SAG) TO SINGLE FAMILY RESIDENTIAL (R-1-10), FOR FIRST READING. THOSE IN FAVOR: MAYOR RICHARDSON, MAYOR PRO TEM VANDYKE, AND COUNCILMEMBERS HOLTEN, JONES, MAIER, SAMUEL, AND WHITTEN. THOSE OPPOSED: NONE. MOTION CARRIED 7-0.**

## Reports and Comments

### *City Manager*

City Manager Amundson provided an overview of the March 24, 2026 City Council workshop meeting agenda items.

### *City Council*

Councilmember Samuel reported on several recent meetings and community events he attended. He highlighted the dedication of the Richland Public Library's outdoor play and reading area, known as The Lawn, noting that the event was well attended. He commended Councilmember Maier for effectively emphasizing how amenities such as The Lawn enhance quality of life, support community engagement, and contribute to the City's ability to attract and retain residents.

Councilmember Samuel also reported on his attendance at the Utility Advisory Committee, where discussions focused on the need to replace and expand aging electrical, water, and sewer infrastructure to accommodate growth and proactively address potential system failures. He noted that the committee and staff are working collaboratively to evaluate these needs and develop informed recommendations.

Additionally, he summarized updates from the Code Enforcement Board, where progress was reported on ongoing enforcement cases, and from the Planning Commission, which continues to focus on the Comprehensive Plan update, particularly issues related to affordable housing, recent state legislation, and potential amendments to the Richland Municipal Code.

In conclusion, Councilmember Samuel shared insights from a Washington State University Tri-Cities panel on critical minerals.

Councilmember Holten reported that she attended the dedication of The Lawn at the Richland Library and expressed pride in the facility, noting its value as an outstanding community asset. She also shared community pride and connection in attending several basketball games.

In addition, Councilmember Holten stated that she participated in interviews for the Parks & Recreation Commission. She noted that several strong candidates, including youth applicants, were considered. She expressed enthusiasm about the perspectives and energy these individuals will bring to the Commission.

Councilmember Jones did not have comments.

Councilmember Whitten welcomed Leo Bowman to the Arts Commission and congratulated Lexi Forbes and Nathan Reynolds on their reappointments to the Commission.

Councilmember Whitten then highlighted the upcoming Tri-Cities Veterans Cemetery Town Hall scheduled for March 25, 2026, and described the project as an important and exciting development for the community. He also extended congratulations to Savannah Thorpe and the Richland High School Boys Basketball team for their achievement as state champions.

Councilmember Maier expressed appreciation to Councilmembers who attended the dedication of The Lawn at the Richland Public Library. He described the project as a valuable community asset and commended its successful ribbon-cutting event.

He also congratulated City staff on securing the Tri-Cities Veterans Cemetery in Richland and emphasized its importance as an opportunity for the community to honor and give back to veterans. Councilmember Maier also reported on Ben Franklin Transit ridership data and regional transit activity.

In conclusion, Councilmember Maier shared his experience attending an Iftar gathering at the Islamic Center in a personal capacity. He reflected positively on the welcoming environment and community inclusiveness, noting the opportunity to connect with neighbors and observe a meaningful cultural and religious tradition.

Mayor Pro Tem VanDyke stated that he attended his first Police Pension Board meeting and Richland Chamber of Commerce meeting earlier in the day, and commended City staff for their effective representation at the Chamber meeting, including the distribution of materials related to the Downtown Loop.

Mayor Pro Tem VanDyke also highlighted the strong community support demonstrated during the Richland High School Boys basketball games, with attendance in the Richland section estimated between 4,000 and 5,000 spectators.

*Mayor*

Mayor Richardson expressed her appreciation for the opportunity to recognize outstanding youth in the community and noted the significance of celebrating their accomplishments.

**Executive Session**

20. Executive Session Per RCW 42.30.110(1)(b): Discuss Lease or Purchase of Real Estate if Disclosure Would Increase Price (30 minutes)

At 7:10 p.m., Mayor Richardson announced that Richland City Council would convene in executive session for 30 minutes to discuss lease or purchase of real estate if disclosure would increase price. A brief transition from the Council Chambers to the executive session room occurred, with the executive session beginning at 7:15 p.m.

Individuals present during the executive session were Mayor Richardson, Mayor Pro Tem VanDyke, and Councilmembers Holten, Jones, Maier, Samuel, and Whitten. Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, City Attorney Kintzley, and Chief of Police Pilcher.

At 7:45 p.m., Mayor Richardson extended the executive session an additional 30 minutes.

Council exited the executive session at 8:11 p.m. No action was taken.

**Adjournment**

Mayor Richardson adjourned the meeting at 8:11 p.m.

APPROVED:

\_\_\_\_\_  
Theresa Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

DATE APPROVED:

DATE PUBLISHED:



**MINUTES**

Richland City Council Workshop Meeting  
Tuesday, March 24, 2026  
Richland City Hall ~ Council  
Chambers 625 Swift Boulevard

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**City Council Workshop Meeting - 6:00 p.m.**

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

**Welcome and Roll Call**

Attendance: Mayor Richardson	Present
Mayor Pro Tem VanDyke	Present
Councilmember Holten	Present (Remote via Zoom)
Councilmember Jones	Present
Councilmember Maier	Present
Councilmember Samuel	Present
Councilmember Whitten	Present

Also present were City Manager Amundson, Deputy City Manager Schiessl, Assistant City Manager Florence, City Attorney Kintzley, Chief of Police Pilcher, Fire Chief Aust, Energy Services Director Whitney, Finance Director Allen, Development Services Director Rizzitiello, Public Works Director D'Alessandro and City Clerk Rogers.

**Agenda Items**

1. Richland Public Facilities District Update

Richland Public Facilities District (RPF) Board President Steven Wiley provided an overview of the RPF's formation, financial status, and future direction.

Mr. Wiley reported that the RPF is now in a strong financial position, citing steady growth in sales tax revenue, extension of the state sales tax rebate through 2056, and recent bond refinancing that significantly reduced annual debt payments. He stated that the RPF generates approximately \$1 million annually and maintains financial reserves.

Mr. Wiley outlined future priorities, including facility planning, potential upgrades to the REACH Museum, and evaluation of future expansion opportunities.

Councilmembers asked questions and engaged in discussion throughout the presentation. Additional details are included in the PowerPoint presentation presented by Mr. Wiley.

2. 2026 State Legislative Update

Dave Arbaugh, representing Arbaugh and Associates, Inc., provided a summary of the 2026 legislative session, noting it was a short session that focused on addressing the approximate \$2.5 billion shortfall.

Mr. Arbaugh also identified housing and Senate Bill 6346 (the Millionaire's Tax) as additional focus points, along with emerging discussions related to climate and energy policy. He highlighted passage of House Bill 1210 (HB 1210), which allows Targeted Urban Areas to extend tax incentives to clean energy businesses. He also discussed the STEP bill, noting it requires cities to allow certain housing types while limiting local regulatory authority.

Chief of Police Pilcher presented on the passage of Senate Bill 6002 (SB 6002) which imposes new restrictions regarding Automated License Plate Reader (ALPR) use. He stated ALPR data may be compared with state and national databases to identify stolen vehicles, vehicles associated with missing or endangered individuals, and vehicles linked to persons with outstanding felony or misdemeanor warrants.

Mr. Arbaugh added that the ALPR legislation includes an emergency clause, resulting in immediate implementation upon the Governor's signature and requiring agencies to suspend use until the Attorney General establishes a registration process.

Council asked questions throughout the presentation.

Development Services Director Rizzitiello stated that despite the constraints of a short session, the City secured funding for two (2) projects. He reported the City received approximately \$3.2 million for tire pile remediation and \$600,000 for facility HVAC improvements through the Climate Commitment Act account.

Mayor Pro Tem VanDyke emphasized the importance of continuing to refine the City's legislative strategy and requested that the City's lobbyist provide recommendations and lessons learned to strengthen future advocacy efforts.

Councilmembers asked questions and engaged in discussion throughout the presentation.

City Manager Amundson reported that the City hosted the 16th Legislative District Town Hall meeting the previous Sunday, held in the City's council chambers. The meeting was attended by Senator Dozier and Representatives Klicker and Rude. He noted the event was well attended and that legislators expressed appreciation for the City's collaborative approach and support.

## **Adjournment**

Mayor Richardson adjourned the meeting at 7:24 p.m.

APPROVED:

ATTEST:

\_\_\_\_\_  
Theresa Richardson, Mayor

\_\_\_\_\_  
Jennifer Rogers, City Clerk

DATE APPROVED:

DATE PUBLISHED:



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Ordinances - First Reading

Strategic Priority 2 - Financial Sustainability

### Subject

Ordinance No. 2026-06, Amending Richland Municipal Code Section 16.08.010 related to Stormwater Utility Rates

Department/Office	Ordinance/Resolution Number	Document Type
Public Works	2026-06	Ordinance

### Recommended Motion

Give first reading to Ordinance No. 2026-06, amending Richland Municipal Code Section 16.08.010 to increase stormwater utility rates beginning July 2026 with additional increases following in 2027 and 2028 as provided therein.

### Summary

The City has need, from time to time, to update the Richland Municipal Code to reflect current conditions. According to established policy, Richland's utility rates are set to recover costs for each service and class of customers. The City periodically reviews the revenue requirements and rate structures of its utilities. A 2025 review of the stormwater utility's revenue requirements indicated that current rates are insufficient to recover City costs considering anticipated operating and maintenance expenses and capital funding over a ten-year analysis period. The last rate increase for stormwater utility customers occurred in 2009 by Ordinance No. 27-08.

At its March 10, 2026 meeting, the Utility Advisory Committee (UAC) recommended that Richland City Council increase equivalent residential unit (ERU) daily stormwater service rates to \$0.1722 in 2026, \$0.1756 in 2027, and \$0.1791 in 2028. It is in the best interest of the City to adjust the stormwater utility rates in order to meet financial obligations and revenue needs.

Staff recommends approval of Ordinance No. 2026-06 for first reading.

### Fiscal Impact

The proposed stormwater rate increases, effective mid-2026 through 2028, are projected to generate approximately \$408,000 in additional Stormwater Fund rate revenue in 2026, based on 2025 revenue levels. For fiscal years 2027 and 2028, the rate increases are expected to generate approximately \$477,000 in additional forecasted Stormwater Fund rate revenues annually, when compared to 2025.

### Attachments

1. Ordinance No. 2026-06

**ORDINANCE NO. 2026-06**

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,  
AMENDING RICHLAND MUNICIPAL CODE SECTION 16.08.010  
RELATED TO STORMWATER UTILITY RATES.**

**WHEREAS**, the City has need, from time to time, to update the Richland Municipal Code (RMC) to reflect current conditions; and

**WHEREAS**, according to established policy, Richland’s utility rates are set to recover costs for each service and class of customer; and

**WHEREAS**, the City periodically reviews the revenue requirements and rate structures of its utilities; and

**WHEREAS**, a 2025 review of the stormwater utility’s revenue requirements indicated that current rates are insufficient to recover costs considering anticipated operating and maintenance expenses, and capital funding over a ten-year analysis period; and

**WHEREAS**, at its March 10, 2026 meeting, the Utility Advisory Committee (UAC) favorably recommended that Richland City Council approve an increase in equivalent residential unit (ERU) daily stormwater service rates to \$0.1722 in 2026, \$0.1756 in 2027, and \$0.1791 in 2028; and

**WHEREAS**, the City’s best interests are served by adjusting the stormwater utility rates to meet financial obligations and revenue needs.

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

Section 1. Richland Municipal Code Section 16.080.010, entitled System of charges, as first enacted by Ordinance No. 5-98, and last amended by Ordinance No. 2023-85, is hereby amended as follows:

**16.08.010 System of charges.**

A. There is hereby imposed a system of daily charges on residential and commercial properties located within the boundaries of the city. The daily charge includes applicable taxes and is based on an equivalent residential unit or ERU. One ERU is equal to 3,000 square feet of impervious area. All residential properties are deemed to contain one ERU. Townhouses, condominiums, duplexes, tri-plexes and four-plexes are subject to the residential charge for each living unit.

B. Commercial properties containing more than 1,000 square feet of impervious area shall be subject to a minimum charge of one ERU. Commercial properties containing more than 3,000 square feet of impervious area shall be subject to a charge equal to the following formula: Daily Commercial Stormwater Charge = (Property Impervious Area/3,000) \* ERU Charge.

C. Daily ~~Commercial Stormwater Charge = (Property Impervious Area/3,000) \* ERU Charge~~ (effective for utility bills generated on or after ~~December 1, 2023~~ July 1, 2026):

**RATE**  
Equivalent Residential Unit (ERU) ~~\$0.1266~~ \$0.1722

Daily ERU Charge effective for utility bills generated on or after January 1, 2027:

**RATE**  
Equivalent Residential Unit (ERU) \$0.1756

Daily ERU Charge effective for utility bills generated on or after January 1, 2028:

**RATE**  
Equivalent Residential Unit (ERU) \$0.1791

D. Exempt Properties. The owners of the following properties are exempt from the charges imposed by this section:

1. All property defined “floodplain” by the FEMA Flood Insurance Rate Map within the Yakima River floodplain zone.
2. All vacant property.
3. All city streets, state highways, and railroads.
4. Airport runways, taxiways, hangars, and other buildings used primarily by airplanes.
5. Public streets owned by the Port of Benton.

Section 2. This Ordinance shall be published in the official newspaper of the City of Richland on April 26, 2026 and take effect on July 1, 2026.

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.

*This space intentionally left blank.*

**PASSED** by the City Council of the City of Richland, Washington, at a regular meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Date Published: \_\_\_\_\_



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Ordinances - First Reading

Strategic Priority 2 - Financial Sustainability

### Subject

Ordinance No. 2026-07, Amending Richland Municipal Code Sections 17.56.010 and 17.56.020 related to Wastewater Utility Rates

### Department/Office

Public Works

### Ordinance/Resolution Number

2026-07

### Document Type

Ordinance

### Recommended Motion

Give first reading to Ordinance No. 2026-07, amending Richland Municipal Code Sections 17.56.010 and 17.56.020 to increase wastewater utility rates beginning July 2026 with additional increases following in 2027 and 2028 as provided therein.

### Summary

The City has need, from time to time, to update the Richland Municipal Code to reflect current conditions. According to established policy, Richland's utility rates are set to recover costs for each service and class of customers. The City periodically reviews the revenue requirements and rate structures of its utilities. A 2025 review of the wastewater utility's revenue requirements indicated that current rates are insufficient to recover City costs considering anticipated operating and maintenance expenses, debt service, and capital funding over a ten-year analysis period. The last wastewater utility rate increase occurred in 2009 by Ordinance No. 28-08.

At its March 10, 2026 meeting, the Utility Advisory Committee (UAC) recommended that Richland City Council approve increases to daily wastewater service rates by six percent (6%) in 2026, six percent (6%) in 2027, and six percent (6%) in 2028. These adjustments are necessary to ensure the City meets its financial obligations and ongoing revenue needs.

Staff recommends approval of Ordinance No. 2026-07 for first reading.

### Fiscal Impact

Wastewater rate payers will experience a 6% rate increase beginning in mid-2026 through 2028, which will amount to approximately \$446,000 in 2026 Wastewater Fund rate revenues, based on 2025 revenue levels. In 2027 and 2028, this increase will result in approximately \$1.1 million in additional forecasted revenues within the Wastewater Fund rate revenues in each of those years.

### Attachments

- I. Ordinance No. 2026-07

**ORDINANCE NO. 2026-07**

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,  
AMENDING RICHLAND MUNICIPAL CODE SECTIONS 17.56.010  
AND 17.56.020 RELATED TO SEWER UTILITY RATES.**

**WHEREAS**, the City has need, from time to time, to update the Richland Municipal Code (RMC) to reflect current conditions; and

**WHEREAS**, according to established policy, Richland's utility rates are set to recover costs for each service and class of customer; and

**WHEREAS**, the City periodically reviews the revenue requirements and rate structures of its utilities; and

**WHEREAS**, a 2025 review of the sewer utility's revenue requirements indicated that current rates are insufficient to recover costs considering anticipated operating and maintenance expenses, debt service, and capital funding over a ten-year analysis period; and

**WHEREAS**, at its March 10, 2026 meeting, the Utility Advisory Committee (UAC) favorably recommended that Richland City Council approve an increase to daily sewer service rates by six percent (6%) in 2026, six percent (6%) in 2027, and six percent (6%) in 2028; and

**WHEREAS**, the City's best interests are served by adjusting the sewer utility rates to meet financial obligations and revenue needs.

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

Section 1. Richland Municipal Code Section 17.56.010, entitled Schedule I – Residences and multifamily residences, as first enacted by Ordinance No. 77, and last amended by Ordinance No. 2023-28, is hereby amended as follows:

**17.56.010 Schedule I – Residences and multifamily residences.**

A. Billings shall be monthly, to the building owner and/or the tenant on the basis of one month in arrears and include applicable taxes.

B. Residences and condominiums will be billed the monthly residential charge.

C. The city may furnish sewer to customers at locations outside the corporate limits of the city. The monthly rates for sewer furnished to out-of-city customers shall be the rates set forth in this title for the applicable class of service plus 50 percent of such rates.

D. Residences with less than three living units shall be billed the monthly residential charge per month per living unit. These monthly charges are due whether the living unit is occupied or not. Multifamily residences will be billed a per unit charge for each living unit, whether occupied or

not, plus consumption charges based on water usage. Sewer charges will be billed on the owner's/manager's monthly bill along with the associated water charges.

For multifamily facilities served by a water meter for each unit, sewer will be billed at the residential charge to each unit regardless of whether the living unit is occupied.

E. Rates shall be charged according to the following tables: ~~(effective for all utility bills generated on or after December 1, 2023):~~

	<b>Rate</b>
<del>Daily residential charge:</del>	<del>\$0.8416</del>
<del>Daily multifamily per unit charge:</del>	<del>\$0.4077</del>
<del>Multifamily consumption charge:</del>	<del>\$2.15</del>

<u>Effective for all utility bills generated on or after July 1, 2026:</u>	<u>Rate</u>
<u>Daily residential charge:</u>	<u>\$0.8921</u>
<u>Daily multifamily per unit charge:</u>	<u>\$0.4322</u>
<u>Multifamily consumption charge:</u>	<u>\$2.28</u>

<u>Effective for all utility bills generated on or after January 1, 2027:</u>	<u>Rate</u>
<u>Daily residential charge:</u>	<u>\$0.9456</u>
<u>Daily multifamily per unit charge:</u>	<u>\$0.4581</u>
<u>Multifamily consumption charge:</u>	<u>\$2.42</u>

<u>Effective for all utility bills generated on or after January 1, 2028:</u>	<u>Rate</u>
<u>Daily residential charge:</u>	<u>\$1.0024</u>
<u>Daily multifamily per unit charge:</u>	<u>\$0.4856</u>
<u>Multifamily consumption charge:</u>	<u>\$2.56</u>

Section 2. Richland Municipal Code Section 17.56.020, entitled Schedule II – Commercial, etc., as first enacted by Ordinance No. 77, and last amended by Ordinance No. 2023-28, is hereby amended as follows:

**17.56.020 Schedule II – Commercial, etc.**

A. All commercial customers, including recreational vehicle parks, mixed-use and other customers not specifically included in Schedule I, shall be included in this schedule, except for industries which discharge chemical waste, food processing waste, other unusual waste, or unusual amounts of water. Industries discharging such wastes, if their waste is accepted for treatment by the city, shall be subject to individually negotiated contracts. Water usage will be used as the basis for computing monthly sewer charge. Sewer charges will be billed on the customer’s monthly bill along with the associated water charges.

B. Billing shall be monthly to the owner or the tenant of the commercial establishment on the basis of one month in arrears and include applicable taxes. For the purposes of this section, “billing month” means the month which includes the last day of the period of water consumption for which the customer will be billed.

C. Rates shall be charged according to the following tables: ~~(effective for all utility bills generated on or after December 1, 2023):~~

	<b>Rate</b>
<del>Minimum daily charge:</del>	<del>\$2.0219</del>
<del>Additional charge — per 100 cubic feet:</del>	<del>\$2.15</del>

<u>Effective for all utility bills generated on or after July 1, 2026:</u>	<u>Rate</u>
<u>Minimum daily charge:</u>	<u>\$2.1432</u>
<u>Additional charge – per 100 cubic feet:</u>	<u>\$2.28</u>

<u>Effective for all utility bills generated on or after January 1, 2027:</u>	<u>Rate</u>
<u>Minimum daily charge:</u>	<u>\$2.2718</u>
<u>Additional charge – per 100 cubic feet:</u>	<u>\$2.42</u>

<u>Effective for all utility bills generated on or after January 1, 2028:</u>	<u>Rate</u>
<u>Minimum daily charge:</u>	<u>\$2.4081</u>
<u>Additional charge – per 100 cubic feet:</u>	<u>\$2.56</u>

D. Users billed under this schedule who use large volumes of water that is not returned to the sewer shall have the option of installing a separate water meter for the irrigation system or installing an effluent meter in a control manhole as specified in RMC 17.44.010. Separate water meters or effluent meters shall be installed at the owner’s expense and in compliance with city standards. All meters shall be dedicated to the city for operation and maintenance.

Section 3. This Ordinance shall be published in the official newspaper of the City of Richland on April 26, 2026 and take effect on July 1, 2026.

Section 4. 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 5. 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 \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Date Published: \_\_\_\_\_



## COUNCIL AGENDA ITEM STAFF REPORT

Meeting Date: 4/7/2026

Agenda Category: Ordinances - First Reading

Strategic Priority I - High Performance Government

### Subject

Ordinance No. 2026-09, Amending Chapter 10.02 of the Richland Municipal Code related to Violations and Procedures

Department/Office	Ordinance/Resolution Number	Document Type
City Attorney	2026-09	Ordinance

### Recommended Motion

Give first reading to Ordinance No. 2026-09, amending Chapter 10.02 of the Richland Municipal Code related to Violations and Procedures.

### Summary

Ordinance No. 2026-09 proposes amendments to Chapter 10.02 of the Richland Municipal Code to improve the efficiency, clarity, and effectiveness of the City's code enforcement process.

Currently, the RMC requires that a hearing before the Richland Code Enforcement Board be automatically scheduled whenever a notice of civil violation is issued, regardless of whether the violation is contested. Most respondents fail to appear for the hearing, which results in increased administrative burden and inefficient use of City resources, since the code enforcement officers are required to prepare each case in anticipation of the respondent being present.

Ordinance No. 2026-09 addresses this issue by requiring that a hearing be scheduled only when a timely appeal has been filed, thereby focusing resources on contested cases. Under the revised procedure, a person receiving a notice of civil violation may appeal by submitting a written appeal to the City Clerk's Office within fourteen (14) calendar days of service of the notice of civil violation. The appeal, which can be served in person, by email, or by mail, must include valid contact information and a brief statement of the basis for the appeal. Upon receipt, the City will schedule a hearing before the Code Enforcement Board and provide notice of the date, time, and place of the hearing. If no appeal is filed within the required timeframe, the notice of civil violation becomes final without further administrative hearing, the associated penalties become due, and the City may proceed with enforcement, abatement, and collection. No appeal fee will be charged.

This revised approach is consistent with other established civil enforcement and hearing processes, such as traffic infractions, notices of civil trespass, and adverse licensing decisions, where a hearing is provided only upon request rather than automatically scheduled. In these instances, the issuance of a citation, notice or decision is final unless the recipient affirmatively exercises their right to appeal within a specified timeframe.

This concept was presented at a City Council workshop in October 2025, and has been discussed on multiple occasions with Richland Police Department Code Enforcement staff, who support the updated approach.

Staff recommends approval of Ordinance No. 2026-09 for first reading.

### Fiscal Impact

None.

### Attachments

- I. Ordinance No. 2026-09

**ORDINANCE NO. 2026-09**

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,  
AMENDING CHAPTER 10.02 OF THE RICHLAND MUNICIPAL  
CODE RELATED TO VIOLATIONS AND PROCEDURES.**

**WHEREAS**, the City has need, from time to time, to amend the Richland Municipal Code to eliminate ambiguity and maximize efficiency, and

**WHEREAS**, Chapter 10.02 of the Richland Municipal Code establishes procedures for enforcement of civil violations, including notice and hearing processes before the Richland Code Enforcement Board; and

**WHEREAS**, the City of Richland seeks to ensure that enforcement procedures are efficient, fair, and provide due process opportunities for persons responsible for alleged violations; and

**WHEREAS**, under the current provisions of Chapter 10.02 RMC, a hearing before the Richland Code Enforcement Board is scheduled in connection with a notice of civil violation regardless of whether a formal appeal is filed, resulting in automatic hearings even when the violation is uncontested; and

**WHEREAS**, the requirement to automatically schedule Code Enforcement Board hearings for all notices of civil violation, regardless of whether an appeal is filed, leads to inefficiencies, increased costs, and the use of limited City resources on matters that are not in dispute; and

**WHEREAS**, the City desires to streamline appeal procedures, clarify notice requirements, and ensure alignment with best practices for quasi-judicial hearings while preserving the due process rights of all participants in the proceedings.

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

Section 1. Chapter 10.02 of the Richland Municipal Code, entitled Violations and Procedures, as first enacted by Ordinance No. 04-10, and last amended by Ordinance No. 05-18, is hereby amended as follows:

**Chapter 10.02  
VIOLATIONS AND PROCEDURES**

**Sections:**

**10.02.010 Applicability of chapter.**

**10.02.020 Purpose.**

**10.02.030 Definitions.**

**10.02.040 Voluntary correction.**

**10.02.050 Notice of civil violation.**

**10.02.060 Appeal and Hearing before the code enforcement board.**

**10.02.070 Abatement by the city.**

**10.02.080 Additional enforcement procedures.**

**10.02.090 Approved collection methods.**

**10.02.100 Authority to negotiate settlement.**

**10.02.110 Conflicts.**

**10.02.120 Severability.**

**10.02.010 Applicability of chapter.**

The provisions of this chapter shall apply to RMC Title 5, Licensing and Taxation; Title 6, Boating; Title 7, Animals; Title 8, Health and Sanitation (except Ch. 8.10 RMC); Title 10, Civil Violations; Title 11, Traffic; Title 12, Streets and Sidewalks; Title 14, Electricity; Title 15, Solid Waste; Title 17, Sewers; Title 18, Water; Title 20, Life Safety; Title 21, Buildings and Construction; Title 22, Environment; Title 23, Zoning Regulations; Title 24, Plats and Subdivision; Title 26, Shoreline Management; and Title 27, Signs.

**10.02.020 Purpose.**

The purpose of this chapter is to establish an efficient system to enforce the regulations of the city of Richland, to provide an opportunity ~~for a prompt hearing~~ to appeal enforcement actions and obtain a hearing upon request on alleged violations of such regulations, to establish monetary penalties for violations as authorized by RCW 35.22.280, and to establish a standard procedure to be used by the city to abate unsafe or unlawful conditions.

~~Further, it is the purpose of this chapter to generally provide civil penalties for non-fire code violations of RMC Titles 5, 6, 7, 8, 10, 11, 12, 14, 15, 17, 18, 20, 21, 22, 23, 24, 26, and 27, all standards, regulations and procedures adopted pursuant to those titles, and the terms and conditions of any permit or approval issued pursuant to those titles which do not involve imminent danger to the public health, safety and welfare of persons or property, and such other code provisions as are specified; provided, however, that where the code provides a specific penalty, that penalty shall control. In instances where a city official has authority to take enforcement action under this Ch. 10.02 and another applicable code provision, the city official shall determine, in their professional judgment, the most effective enforcement action based the totality of the circumstances. Criminal penalties provided in this code for non-fire violation of RMC Titles 5, 6, 7, 8, 9, 11, 12, 14, 15, 17, 18, 20, 21, 22, 23, 24, 26, and 27, and all standards, regulations and procedures adopted pursuant to those titles and the terms and conditions of any permit or approval issued pursuant to those titles whether contained in this chapter of the RMC or in the individual titles, are superseded to the extent provided herein.~~

**10.02.030 Definitions.**

As used in this chapter, unless a different meaning is plainly required:

“Abate” means to repair, replace, remove, destroy or otherwise remedy a condition which constitutes a civil violation by such means, in such a manner and to such an extent as the ~~applicable department director~~ issuing city official determines is necessary in the interest of the general health, safety and welfare of the community.

“Act” means doing or performing something.

“Applicable department director” means the director of the department or any designated alternate

empowered by ordinance or by the city manager to enforce a city of Richland ordinance or regulation.

“City official” means an applicable department director or designee, any Richland Code Enforcement Officer, and any city employee holding a title with code enforcement authority, including but not limited to the Zoning Administrator, the Building Official, the Sign Code Administrator, and members of the Fire Marshal’s Office.

“Civil violation” means a violation for which a monetary penalty may be imposed as specified in this chapter. Each day or portion of a day during which a violation occurs is a separate violation.

“Code enforcement board” means the Richland code enforcement board established pursuant to RMC 2.20.010.

“Criminal violation” means a violation of the municipal code which may be imposed as provided in this code in those situations where multiple or ongoing and repeat offenses have occurred and is a misdemeanor subject to a misdemeanor penalty pursuant to RMC 9.02.020(C).

“Development” means the erection, alteration, enlargement, demolition, maintenance or use of any structure or the alteration or use of any land above, at or below ground or water level, and all acts authorized by a city of Richland regulation.

“Emergency” means a situation, which the ~~applicable department director~~ issuing city official determines requires immediate action to prevent or eliminate threat to the health or safety of persons or property.

“Issuing city official” means the city official or code enforcement officer responsible for enforcement of one or more provisions of the Richland Municipal Code who has determined, on a more probable than not basis, that a violation of the Richland Municipal Code has occurred, and has issued a notice of civil violation or a voluntary correction agreement to the person responsible for the violation.

“Omission” means a failure to act.

“Person” means any individual, firm, association, partnership, corporation or any entity, public or private.

“Person responsible for the violation” means any person who is required by the applicable regulation to comply therewith, or who commits any act or omission which is a civil violation, or causes or permits a civil violation to occur or remain upon property in the city, and includes but is not limited to the owner(s), lessor(s), tenant(s), or other person(s) entitled to control, use and/or occupy property where a civil violation occurs.

“Regulation” means and includes the following as now or hereafter amended:

A. RMC Title 5, Licensing and Taxation; Title 6, Boating; Title 7, Animals; Title 8, Health and

Sanitation; Title 10, Civil Violations; Title 11, Traffic; Title 12, Streets and Sidewalks; Title 14, Electricity; Title 15, Solid Waste; Title 17, Sewers; Title 18, Water; Title 20, Life Safety; Title 21, Buildings and Construction; Title 22, Environment; Title 23, Zoning Regulations; Title 24, Plats and Subdivision; Title 26, Shoreline Management; and Title 27, Signs.

B. All standards, regulations and procedures adopted pursuant to the above; and

C. The terms and conditions of any permit or approval issued by the city or any concomitant agreement with the city.

“Repeat violation” means a violation of the same regulation in any location by the same person for which voluntary compliance previously has been sought within two years or a notice of civil violation has been issued within two years.

“Violation” means an act or omission contrary to a city of Richland regulation including an act or omission at the same or different location by the same person, and including a condition resulting from such act or omission.

#### **10.02.040 Voluntary correction.**

A. Applicability. This section applies whenever the ~~applicable department director~~ issuing city official determines that a violation of a regulation has occurred or is occurring.

B. General. The ~~applicable department director~~ issuing city official shall pursue a reasonable attempt to secure voluntary correction by contacting the person responsible for the violation where possible, explaining the violation and requesting correction.

C. Issuance of Voluntary Correction Agreement. A voluntary correction agreement may be entered into between the person responsible for the violation and the city, acting through the ~~applicable department director~~ issuing city official.

1. Content. The voluntary correction agreement is a contract between the city and the person responsible for the violation under which such person agrees to abate the violation within a specified time and according to specified conditions. The voluntary correction agreement shall include the following:

a. The name and address of the person responsible for the violation; and

b. The street address or a description sufficient for identification of the building, structure, premises, or land upon which or within which the violation has occurred or is occurring; and

c. Description of the violation and a reference to the provision(s) of the city of Richland ordinance or regulations which has been violated; and

d. The necessary corrective action to be taken, and a date and time by which the corrective action must be completed;

e. An agreement by the person responsible for the violation that the city of Richland may abate the violation and recover its costs and expenses and a monetary penalty pursuant to this chapter from the person responsible for the violation if all terms of the voluntary correction agreement are not met; and

f. An agreement that by entering into the voluntary correction agreement, the person responsible for the violation waives the right to an administrative appeal of the violation and/or the required corrective action.

2. Administrative Review of Compliance. After the person responsible for the violation has given notice to the city of completion of the abatement required under the voluntary correction agreement, the ~~applicable department director~~ issuing city official shall, within three (3) working business days, determine if the abatement is complete. If said ~~director~~ city official determines that the abatement is not complete, the person responsible for the violation shall have five (5) calendar days in which to file an appeal with the ~~deputy city manager community and economic development director of the city~~ deputy city manager for review of such determination, which review shall be completed within 30 calendar days of the date of the receipt of the notice of review. A hearing may be held at the deputy city manager's discretion, but is not required. The decision of the deputy city manager is final. The only issue subject to review shall be whether there has been complete compliance with the terms of the voluntary correction agreement. The appeal shall be in writing and submitted to the City Clerk's Office. The appeal may be filed in person, by mail delivery or by e-mail, and must contain valid contact information and a brief statement of the appellant's reason for the appeal. For purposes of calculating time, the date of issuance is excluded from the 5-day appeal timeframe. No fee shall be charged for filing the appeal.

3. Extension – Modification. An extension of the time limit for correction or modification of the required corrective action may be granted by the ~~applicable department director~~ issuing city official if the person responsible for the violation has shown due diligence and/or substantial progress in correcting the violation but unforeseen circumstances render correction under the original conditions unattainable.

4. Abatement by the City. The city may abate the violation in accordance with RMC 10.02.070 if the terms of the voluntary correction agreement are not met.

5. Collection of Costs. If the terms of the voluntary correction agreement are not met, the person responsible for the violation shall be assessed a monetary penalty commencing on the date set for correction and thereafter, in accordance with RMC 10.02.050(E), plus all costs and expenses of abatement, as set forth in RMC 10.02.070(D).

#### **10.02.050 Notice of civil violation.**

##### **A. Issuance.**

1. When the ~~applicable department director~~ issuing city official determines that a violation has occurred or is occurring, and is unable to secure voluntary correction pursuant to RMC 10.02.040, the ~~applicable department director~~ issuing city official may issue a notice of civil violation to the person responsible for the violation.

2. The ~~applicable department director~~ issuing city official may issue a notice of civil violation without having attempted to secure voluntary correction as provided in RMC 10.02.040 under the following circumstances:

- a. When an emergency exists; or
- b. When a repeat violation occurs; or
- c. When the violation creates a situation or condition which cannot be corrected; or
- d. When the person knows or reasonably should have known that the action is in violation of a city of Richland regulation.

B. Content. The notice of civil violation shall include the following information:

1. The name and address of the person responsible for the violation; and
2. The street address or a description sufficient for identification of the building, structure, premises, or land upon or within which the violation has occurred or is occurring; and
3. A description of the violation and a reference to the provision(s) of the city of Richland regulations which has been violated; and
4. The required corrective action and a date and time by which the correction must be completed, after which the city may abate the unlawful condition in accordance with RMC 10.02.070 ~~and the code enforcement board's order~~; and
5. ~~The date, time and location of an appeal hearing before the code enforcement board, which will be at least 10 days from the date the notice of civil violation is issued~~ A statement that the person to whom the notice is directed may appeal the notice of civil violation by filing a written appeal with the City Clerk's Office within fourteen (14) calendar days of the date the notice is served as provided in RMC 10.02.060(A) – (B), and that a hearing before the code enforcement board will be scheduled only if a timely appeal is filed; and
6. A statement indicating ~~that a minimum \$50.00~~ the penalty amount imposed by the notice of civil violation with instructions for when and how to pay the penalty to the city of Richland; ~~shall be assessed by the code enforcement board~~; and
7. A statement that the costs and expenses of abatement incurred by the city pursuant to RMC 10.02.070(D) and a monetary penalty in an amount per day for each violation as specified in subsection (E) of this section may be assessed against the person to whom the notice of civil violation is directed ~~if compliance is not met, as specified and ordered by the code enforcement board~~.
8. A statement that if a timely appeal is not filed, the notice of civil violation shall become final without further administrative hearing, the penalty contained in the notice of civil violation

becomes due and owing within thirty (30) calendar days of the date of the notice of civil violation, and the City may proceed with enforcement, abatement, and collection of penalties.

C. Service of Notice. The ~~applicable department director~~ issuing city official shall serve the notice of civil violation upon the person to whom it is directed, either personally or by mailing, by both regular mail and certified mail, a copy of the notice of violation to such person at their last known address. If the person to whom ~~it~~ the notice of civil violation is directed cannot, after due diligence, be personally served within Benton County and if an address for mailed service cannot, after due diligence, be ascertained, notice shall be served by posting a copy of the notice of civil violation conspicuously on the affected property or structure. Proof of service shall be made by a written declaration under penalty of perjury executed by the person effecting the service, declaring the time and date of service, the manner by which the service was made, and if by posting, the facts showing that due diligence was used in attempting to serve the person personally or by mail.

D. Extension. The issuing city official may grant an ~~No~~ extension of the time specified in the notice of civil violation for correction of the violation only for good cause. ~~may be granted, except by order of the code enforcement board.~~

E. Monetary Penalty. A minimum penalty of \$50.00 shall be assessed for each offense requiring a notice of civil violation. The maximum monetary penalty for each separate violation per day or portion thereof shall be \$500.00 per violation per day or portion thereof to a maximum penalty of \$5,000 for all offenses. Repeat violations shall result in a doubled daily monetary amount. Upon the third violation of the same regulation at the same location within two years, the violation shall constitute a criminal offense and shall subject the violator to criminal prosecution and penalties as set forth in RMC 10.02.030. The issuing city official will consult the City's monetary penalty schedule when establishing penalty amounts in the notice of civil violation.

F. Continued Duty to Correct. Payment of the monetary penalty does not relieve the person to whom the notice of civil violation was issued of the duty to correct the violation.

G. Collection of Monetary Penalty.

1. The monetary penalty constitutes a personal obligation of the person to whom the notice of violation is directed. Any monetary penalty assessed must be paid to the city of Richland within 30 calendar days from the date of service of the notice of civil violation (if no appeal), the date of mailing of the code enforcement board's decision (if unsuccessful appeal), or a notice from the city that penalties are due.

2. The city manager or his/her designee is authorized to take appropriate action to collect the monetary penalty.

3. In the event of an appeal to the code enforcement board, monetary penalties as provided herein shall accrue during the appeal period unless the appellant prevails on appeal. Accrued monetary penalties shall not exceed three times the amount of the daily monetary penalty for any single violation from the first date of violation through the date the code enforcement board renders a final decision.

H. Entry to Buildings and Premises – Warrants. Whenever necessary to make an inspection to determine whether a civil violation has occurred or is occurring, or to enforce any provision of the Richland Municipal Code, or regulation issued thereunder, violation of which is a civil violation under this chapter, the ~~applicable department director~~ issuing city official or ~~his~~ designee may enter any building or premises at any reasonable time, provided if such building or premises is occupied he shall first present credentials and demand entry; and if such building or premises is not occupied, he shall first make a reasonable effort to locate the owner or other person having charge of the building or premises and demand entry. If such entry is refused, or the owner or other person having charge of the building or premises cannot be located, the ~~applicable department director~~ issuing city official or ~~his~~ designee shall have recourse to every remedy provided by law to secure entry, including recourse to the district or superior court for issuance of a warrant authorizing such entry and inspection.

**10.02.060 Appeal and Hearing before the code enforcement board.**

A. ~~Notice. Right to appeal.~~ A person to whom a notice of civil violation is issued may appeal the notice of civil violation at a hearing before the code enforcement board by filing a written appeal within fourteen (14) calendar days of service of the notice. Upon timely receipt of the notice of appeal, the city will ~~be scheduled to appear at~~ schedule the matter for a hearing before the code enforcement board and provide the appellant with written notice of the date, time, and place of the hearing. ~~at the next regularly scheduled code enforcement board meeting.~~

B. ~~Prior Correction of Violation. A minimum \$50.00 penalty shall be assessed regardless if the required corrective action is completed prior to the scheduled hearing.~~ Form of appeal. The appeal shall be in writing and submitted to the City Clerk’s Office. The appeal may be filed in person, by mail delivery or by e-mail, and must contain valid contact information, identify the notice of civil violation being appealed, and briefly state the appellant’s reason for the appeal. For purposes of calculating time, the date of service is excluded from the 14-day appeal timeframe. No fee shall be charged for filing the appeal.

C. Failure to Appeal. If a timely appeal is not filed, the notice of civil violation shall become final on the date specified therein. Once final, the penalty contained in the notice of civil violation becomes due and owing within thirty (30) calendar days of the date of the notice of civil violation, and the City may proceed with enforcement, abatement, and collection of penalties without further administrative hearing.

~~E~~D. Procedures. If a timely appeal is filed, ~~T~~the code enforcement board shall conduct a hearing on the civil violation pursuant to the rules of procedure of the code enforcement board. The ~~applicable department director~~ issuing city official and the person to whom the notice of civil violation was directed may participate as parties in the hearing and each party may call witnesses. The city shall have the burden of proof to demonstrate by a preponderance of the evidence that a violation has occurred and that the required corrective action is reasonable. The determination of the ~~applicable department director~~ issuing city official as to the need for the required correction action shall be accorded substantial weight by the code enforcement board in determining the reasonableness of the required corrective action. The monetary penalty is stayed while the appeal is pending.

~~D~~E. Decision of the Code Enforcement Board.

1. The code enforcement board shall determine whether the city has established by a preponderance of the evidence that a violation has occurred and that the required corrective action is reasonable and shall affirm, vacate, or modify the city's decision regarding the alleged violation and/or the required corrective action, with or without written conditions.

2. The code enforcement board shall issue an order to the person responsible for the violation which contains the following information:

a. The decision regarding the alleged violation including findings of fact and conclusion based thereon in support of the decision.

b. The required corrective action.

c. The date and time by which the correction must be completed.

d. The monetary penalties assessed based on the criteria in subsection (~~D~~E)<sub>1</sub>(3) of this section.

e. The date and time after which the city may proceed with abatement of the unlawful condition if the required correction is not completed.

3. Assessment of Monetary Penalty. Monetary penalties assessed by the code enforcement board shall be in accordance with the monetary penalty schedule in RMC 10.02.050(E). The code enforcement board shall have the following options in assessing monetary penalties:

a. Assess monetary penalties beginning on the date the notice of civil violation was issued and thereafter; or

b. Assess monetary penalties beginning on the correction date set by the ~~applicable department director~~ issuing city official or an alternate correction date set by the code enforcement board and thereafter; or

c. Assess less than the maximum monetary penalty.

4. Determining the Monetary Penalty Assessment. When determining the monetary penalty assessment, the code enforcement board shall consider the following factors:

a. Whether the person responded to staff attempts to contact the person and cooperated with efforts to correct the violation;

b. Whether the person failed to appear at the hearing;

c. Whether the violation was a repeat violation;

d. Whether the person showed due diligence and/or substantial progress in correcting the

violation;

e. Whether a genuine code interpretation issue exists; and

f. Any other relevant factors.

The code enforcement board may double the daily monetary penalty schedule if the violation is a repeat violation. In determining the amount of the monetary penalty for repeat violations the code enforcement board shall consider the factors set forth in subsection (D)(3) of this section.

**FE.** Notice of Decision. The code enforcement board shall mail, by both first class and certified mail, a copy of the decision to the appellant and any other party of record within 20 business days of the hearing.

**GF.** Failure to Appear. If the person to whom the notice of civil violation was issued fails to appear at the scheduled hearing after filing an appeal, the code enforcement board will enter an order ~~finding that~~ affirming the violation issued by the issuing city official ~~occurred~~ and assess the ~~appropriate~~ monetary penalty contained therein. The city will carry out the code enforcement board's order and recover all related expenses, plus the cost of the hearing and any monetary penalty from that person.

**HG.** Appeal to Superior Court. An appeal of the code enforcement board's decision must be filed no later than 5:00 p.m. on the fourteenth day following the date the written decision is provided to the person responsible for the violation.

#### **10.02.070 Abatement by the city.**

A. The city may abate a condition which was caused by or continues to be a civil violation when:

1. The terms of voluntary corrective agreement pursuant to RMC 10.02.040 have not been met; or
2. A notice of civil violation has been issued pursuant to RMC 10.02.050 and the notice of civil violation has become final pursuant to RMC 10.02.060(C) or, if appealed, a hearing has been held pursuant to RMC 10.02.060 and the required correction has not been completed by the date specified in the code enforcement board's order; or
3. The condition is subject to summary abatement as provided for in subsection (B) of this section.

B. Summary Abatement. Whenever any violation of a regulation causes a condition the continued existence of which constitutes an immediate and emergent threat to the public health, safety or welfare or to the environment, the city may summarily and without prior notice abate the condition. Notice of such abatement, including the reason for it, shall be given to the person responsible for the violation as soon as reasonably possible after the abatement.

C. Authorized Action by the City. Using any lawful means, the city may enter upon the subject property and may remove or correct the condition which is subject to abatement. The city may seek such judicial process as it deems necessary to effect the removal or correction of such

condition. Judicial process may include but not be limited to the following:

1. Obtaining an injunction to terminate the nuisance; and/or
2. Seeking a warrant of abatement from the superior court, with the costs of all of the legal processes, including attorney's fees, to be assessed against the violator in addition to the actual costs of abating the nuisance. A judgment in favor of the city may ultimately result in a sale of the property to satisfy the liens for costs incurred in abating the nuisance.

D. Recovery of Costs and Expenses. The cost, including incidental expenses, of correcting the violation shall be billed to the person responsible for the violation and/or the owner, lessor, tenant or other person entitled to control, use and/or occupy the property and shall become due and payable to the city of Richland within 10 calendar days. The term "incidental expense" shall include but not be limited to personnel costs, both direct and indirect, including attorney's fees; costs incurred in documenting the violation; hauling, storage and disposal expenses; and actual expenses and costs of the city in preparing notices, specifications and contracts, and in accomplishing and/or contracting and inspecting the work; and the costs of any required printing and mailing.

E. Abatement Assessment Liens. ~~In accordance~~ The City may impose assessment liens consistent with RCW 35.80.030 and RCW 35.91.955 following finality of the notice of civil violation pursuant to RMC 10.02.060(C) or, if appealed, and following the hearing and authorization by the code enforcement board, ~~the city finance officer will certify the assessment amount being due and owing, the county treasurer shall enter the amount of such assessment upon the tax rolls against the property for the current year and the same shall become a part of the general taxes for that year to be collected at the same time and with interest at such rates as provided in RCW 84.56.020, as now or hereafter amended, for delinquent taxes and when collected to be deposited to the credit of the general fund or other appropriate fund of the city. The lien shall be of equal rank with the state, county and municipal taxes.~~

F. Interference. No person shall obstruct, impede, or interfere with the city or its agents, or with any person who owns or holds any interest or estate in any property, in performing any acts necessary to correct the violation.

#### **10.02.080 Additional enforcement procedures.**

The provisions of this chapter are not exclusive, and may be used in addition to other enforcement provisions authorized by the Richland Municipal Code except as precluded by law.

#### **10.02.090 Approved collection methods.**

The city attorney or the city attorney's designee is authorized to take any appropriate legal action to collect monetary penalties and necessary and reasonable costs, including liens, materialmen's liens, personal obligations, assignment of claims to collection agencies and other collection methods authorized by law.

#### **10.02.100 Authority to negotiate settlement.**

The city official and the city attorney or the city attorney's designee may negotiate a settlement,

compromise or otherwise dispose of an action when to do so would be in the best interest of the city.

**10.02.110 Conflicts.**

In the event of a conflict between this chapter and any other provision of the Richland Municipal Code or city ordinances providing for a civil penalty, this chapter shall control.

**10.02.120 Severability.**

If any one or more sections, subsections or sentences of this chapter are held to be unconstitutional or invalid, such decision shall not affect the validity to the remaining portion of this chapter and the same shall remain in full force and effect.

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 \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Date Published: \_\_\_\_\_



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Ordinances - Second Reading & Passage

Strategic Priority 3 - Focused Development

Strategic Priority 4 - Quality of Life

### Subject

Ordinance No. 2026-05, Rezoning Approximately 10.3 Acres located at Parcel No. 1-2098-101-2790-001 from Suburban Agriculture (SAG) to Single Family Residential (R-I-10)

### Department/Office

Development Services

### Ordinance/Resolution Number

2026-05

### Document Type

Ordinance

### Recommended Motion

Give second reading and pass Ordinance No. 2026-05, rezoning approximately 10.3 acres located at Parcel No. 1-2098-101-2790-001 from Suburban Agriculture (SAG) to Single Family Residential (R-I-10).

### Summary

Rick Simon of RPS Planning Consultant, LLC has submitted an application on behalf of property owner, Robin French, to change the zoning on approximately 10.3 acres located at Parcel No. 1-2098-101-2790-001 from Suburban Agriculture (SAG) to Single-Family Residential (R-I-10). The site is currently designated as suitable for Low Density Residential land uses pursuant to the City's Comprehensive Plan.

Site-specific rezones are Type IIIA permit applications under RMC 19.20.010. An open-record public hearing is held by the Richland Hearing Examiner, who then makes a recommendation to the Richland City Council to approve or deny the proposed rezone. After the Hearing Examiner's recommendation is received, Richland City Council holds a closed-record decision hearing before taking final action on the rezone request.

On January 12, 2026, the Richland Hearing Examiner held a duly-advertised open-record public hearing to consider the application. On February 13, 2026, the Hearing Examiner issued a written recommendation to the City Council recommending approval of the requested rezone. See Exhibit B to Ordinance No. 2026-05.

Planning staff concurs with the Hearing Examiner's findings, conclusions, and recommendations for approval to City Council.

Staff recommends approval of Ordinance No. 2026-05 for second reading and passage.

### Fiscal Impact

None.

### Attachments

1. Ordinance No. 2026-05
2. 4450 Jasper Street/French Rezone - Full Staff Report (PLN-T3A-2025-00003)

**WHEN RECORDED RETURN TO:**

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

**ORDINANCE NO. 2026-05**

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON, AMENDING TITLE 23: ZONING REGULATIONS OF THE RICHLAND MUNICIPAL CODE AND THE OFFICIAL ZONING MAP OF THE CITY TO CHANGE THE ZONING ON 10.3 ACRES FROM SUBURBAN AGRICULTURAL (SAG) TO SINGLE-FAMILY RESIDENTIAL – 10,000 (R-1-10); SAID PROPERTY BEING IDENTIFIED AS ASSESSOR'S PARCEL NUMBER 1-2098-101-2790-001, AND ADOPTING THE FINDINGS AND CONCLUSIONS OF THE RICHLAND HEARING EXAMINER AS THE FINDINGS AND CONCLUSIONS OF THE RICHLAND CITY COUNCIL.**

**WHEREAS**, on January 12, 2026, the Richland Hearing Examiner held a duly advertised open-record public hearing to consider a petition from Rick Simon, applicant, acting on behalf of property owner Robin French, to change the zoning of the property hereafter legally described in Section 3 and identified as Assessor's Parcel Number 1-2098-101-2790-001; and

**WHEREAS**, following the January 12, 2026 open-record public hearing, the Richland Hearing Examiner issued a 10-page written recommendation to the Richland City Council that concluded with a favorable recommendation to approve the requested rezone; and

**WHEREAS**, the Richland City Council has considered the written recommendation of the Richland Hearing Examiner and the record created during the January 12, 2026 open-record public hearing; and

**WHEREAS**, as required by RMC 19.20.030, the Richland City Council conducted a closed-record decision hearing on March 17, 2026 and has considered the totality of the record.

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

Section 1. The findings of fact and conclusions of law contained in the Richland Hearing Examiner's Report dated February 13, 2026, attached hereto as **Exhibit B** and incorporated herein by this reference, are hereby adopted as the findings and conclusions of the Richland City Council.

Section 2. It is hereby found, as an exercise of the City's police power, that the best land use classification for the land described below is Single-Family Residential – 10,000 (R-1-10) when consideration is given to the interests of the public.

Section 3. Said property, depicted in **Exhibit A**, attached hereto and incorporated by this reference, is more particularly described as follows:

Parcel No. 1-2098-101-2790-001

SECTION 20 TOWNSHIP 9 RANGE 28 QUARTER NE; SHORT PLAT NO. 2790, LOT 1, 2/20/2004, AUDITOR'S FILE NO. 2004-005496, RECORDED IN VOLUME 1 OF SHORT PLATS, PAGE 2790, RECORDS OF BENTON COUNTY, WASHINGTON.

Section 4. Said property depicted in **Exhibit A** and legally described in Section 3 herein is hereby rezoned from Suburban Agricultural (SAG) to Single-Family Residential – 10,000 (R-1-10).

Section 5. Richland Municipal Code Title 23 and the Official Zoning Map of the City, as adopted by Section 23.08.040 of said Title, are hereby amended by amending Sectional Map No. 18, which is one of a series of maps constituting said Official Zoning Map, as shown on the attached **Exhibit A**, and bearing the number and date of passage of this Ordinance, and by this reference made a part of this Ordinance and of the Official Zoning Map of the City.

Section 6. The City Clerk is directed to file with the Auditor of Benton County, Washington, a copy of this Ordinance and the attached amended Sectional Map No. 18, duly certified by the City Clerk as a true copy, together with **Exhibit B** (Richland Hearing Examiner's Report).

Section 7. This Ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

Section 8. 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 9. 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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney

First Reading: March 17, 2026  
Second Reading: April 7, 2026  
Date Published: April 12, 2026



**Exhibit B to Ordinance No. 2026-05**

Before Hearing Examiner  
Gary N. McLean

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**BEFORE THE HEARING EXAMINER  
FOR THE CITY OF RICHLAND**

Regarding the Application to <i>Rezone</i> a	)	
10+acre site from SAG (Suburban	)	<b>File No. PLN-T3A-2025-00003</b>
Agriculture) to R-1-10 (Single Family	)	
Residential), which is consistent with	)	
Comprehensive Plan’s Low Density	)	<b>FINDINGS OF FACT,</b>
Residential (LDR) land use designation	)	<b>CONCLUSIONS AND</b>
assigned to the area, submitted by	)	<b>RECOMMENDATION</b>
	)	
RICK SIMON OF RPS PLANNING ON BEHALF	)	
THE PROPERTY OWNER <b>ROBIN FRENCH,</b>	)	
	)	
<b>Applicant</b>	)	
_____	)	

**I. SUMMARY OF RECOMMENDATION.**

The applicant, Rick Simon, of RPS Planning Consultant, LLC, on behalf the property owner, Robin French, can meet their burden of proof to demonstrate that the pending rezone request merits approval.

The site is now designated as suitable for Low Density Residential land uses under applicable provisions of the City’s Comprehensive Plan and is currently zoned SAG (Suburban Agriculture), limiting development opportunities for the property which is surrounded by properties already designated or zoned for low-density residential uses. The Estates at White Bluffs subdivision to the south of this site was the subject of a comparable rezone request considered and approved by the City Council earlier this year.<sup>1</sup> The pending application would rezone the site to R-1-10, one of the available Low Density Residential zoning districts found in current City codes, which allows for zero to five dwellings per acre as described in RMC 23.18.010(B).

<sup>1</sup> See Ordinance No. 2025-41, adopted by the Richland City Council on Jan. 6, 2026, addressing requested Rezone for “the Estates at White Bluffs” property, located immediately south of the “French Meadows” parcel addressed in this rezone application.

**FINDINGS OF FACT, CONCLUSIONS AND  
RECOMMENDATION OF APPROVAL FOR THE  
FRENCH MEADOWS REZONE APPLICATION –  
FILE NO. PLN-T3A-2025-00003**

**GARY N. MCLEAN**  
**HEARING EXAMINER FOR THE CITY OF RICHLAND**  
CITY HALL – 625 SWIFT BOULEVARD  
RICHLAND, WASHINGTON 99352

1 This requested rezone does not approve any development activity on the site. As with  
2 all development proposals, City Development Regulations, including without limitation  
3 subdivision codes, will apply to any specific projects that may eventually be proposed on the  
4 site. The same applicant is pursuing a preliminary plat application for the rezone property,  
which is subject to a separate review and approval by the Hearing Examiner. If this rezone  
is denied, the proposed plat application would be null and void.

5 Because applicant's only vest to zoning and development regulations in effect at the  
6 time of a complete application for a preliminary plat proposal, the applicant has assumed all  
7 risk associated with pursuing approval of a plat that is dependent on the Council's legislative  
8 discretion to approve or deny this requested rezone. This Recommendation should not be  
9 read to create any expectation or assumption on the applicant's part that applicable law  
10 mandates approval of their requested rezone. It does not. To the contrary, the City Council  
11 holds full discretion and authority to reach its own decisions regarding site-specific rezones.  
12 For example, in this matter, City codes include at least two zoning designations that are  
considered Low Density Residential, the requested R-1-10 zone, and the current Suburban  
Agriculture (SAG) zone. (See RMC 23.18.010(B), explaining that R-1-10 zoning may be  
applied to areas designated low-density residential in the Comp. Plan; and RMC  
23.14.010(B), explaining that SAG zoning may be applied to areas designated for low-density  
residential uses in the Comp. Plan).

13 In any event, for reasons explained below, the Hearing Examiner respectfully  
14 recommends that the City Council approve the applicant's pending request to rezone their  
15 parcel from SAG to the R-1-10 zoning district.

## 16 **II. BACKGROUND and APPLICABLE LAW.**

17 In this matter, the Hearing Examiner has jurisdiction to conduct an open record public  
18 hearing on the site-specific rezone application at issue and is directed to issue a written  
19 recommendation for consideration and final action by the Richland City Council. See  
20 Richland Municipal Code (RMC) 19.20.010(D)(identifies "site-specific rezones" as Type  
21 IIIA permit applications); RMC 23.70.210(A)("The hearing examiner shall conduct an open  
22 record public hearing as required by RMC Title 19 for a Type IIIA permit application."); and  
RMC 19.20.030(granting jurisdiction to Hearing Examiner to conduct public hearing and  
issue recommendation to City Council); RMC 19.25.010(hearing examiner system created to  
process various matters, including site-specific rezone applications); and RCW  
35A.63.170(state statute regarding hearing examiner system).

23 The applicant bears the burden of proof to show that its application conforms to the  
24 relevant elements of the city's development regulations and comprehensive plan, and that  
any significant adverse environmental impacts have been adequately addressed. RMC

25 **FINDINGS OF FACT, CONCLUSIONS AND**  
26 **RECOMMENDATION OF APPROVAL FOR THE**  
**FRENCH MEADOWS REZONE APPLICATION –**  
**FILE NO. PLN-T3A-2025-00003**

**GARY N. MCLEAN**  
**HEARING EXAMINER FOR THE CITY OF RICHLAND**  
CITY HALL – 625 SWIFT BOULEVARD  
RICHLAND, WASHINGTON 99352

1 19.60.060.

2 Finally, Washington Courts apply three basic rules when reviewing appeals of rezone  
3 applications: (1) there is no presumption favoring the rezone request; (2) the proponent of a  
4 rezone must demonstrate that there has been a change of circumstances since the original  
5 zoning, PROVIDED if a proposed rezone implements the policies of a comprehensive plan,  
6 a showing of changed circumstances is usually not required<sup>2</sup>; and (3) the rezone must have a  
substantial relationship to the public health, safety, morals, or general welfare. *Woods v.*  
*Kittitas County*, 162 Wn.2d 597 (2007), citing *Citizens for Mount Vernon*, 133 Wn.2d 861,  
at 875 (1997); *Parkridge v. City of Seattle*, 89 Wn.2d 454, 462 (1978).

7 **III. QUESTIONS PRESENTED.**

8 For purposes of the pending rezone application, the central questions presented are:

9 A. Whether the requested rezone implements applicable policies of the City's  
10 Comprehensive Plan, and/or whether there has been a change of circumstances since the  
11 current SAG (Suburban Agriculture) zoning was adopted for the site?

12 *Short Answer:* Yes to both. The site is designated for Low Density Residential uses  
13 in applicable provisions of City's Comprehensive Plan, and both the existing and  
14 requested zoning classifications are listed among those that can be applied to low  
15 density residential areas. As with the adjacent property to the South, the proposed  
16 rezone would benefit the City by allowing the maximum number of new homes  
17 allowed in an area designated for low-density residential development. This would  
18 help provide additional housing inventory in the city and region, where there is no  
19 dispute that a housing shortage now exists. The property is now undeveloped,  
20 generally unattended, and in a relatively distressed condition, which is not in the  
21 public interest. (*Staff Report, page 13*). The applicant is pursuing a separate  
application for a preliminary plat that is designed under R-1-10 zoning standards. The  
City has anticipated development on this property, and future road connections and  
routes through the property would provide connectivity and better circulation for  
adjacent developments and neighborhoods, all in a manner consistent with current  
city comprehensive plan goals and policies. Residential development now exists on  
surrounding properties, and housing demand continues to increase, showing a change  
of circumstances that supports this requested rezone.

22 B. Whether the rezone bears a substantial relationship to the public health, safety,  
23 morals, or general welfare?

24 <sup>2</sup> *Save Our Rural Env't v. Snohomish County*, 99 Wn.2d 363, 370-71 (1983); *Henderson v. Kittitas County*, 124 Wn. App.  
747, 754 (Div. III, 2004); *Bjarnson v. Kitsap County*, 78 Wn. App. 840, 846 (Div. III, 1995).

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*Short Answer:* Yes, because the rezone is consistent with the City’s Comprehensive Plan, and any future, project-specific proposal will have to meet city development regulations, including SEPA, subdivision codes, traffic impact reviews, public infrastructure concurrency reviews, and payment of any impact fees in effect at the time of an application. Vacant, undeveloped, Residential-designated property in an area already served with newer transportation and utility infrastructure is not consistent with state and local policies that encourage residential development in designated urban growth areas, like those in the Richland City limits. The proposed rezone is an effort to expedite residential development potential for the site, as shown in the applicant’s proposed residential subdivision for the property. Given the housing shortage facing the city and region, the current SAG zoning designation applied to the site is no longer appropriate or in the public interest.

**IV. RECORD.**

Exhibits entered into evidence as part of the record, and an audio recording of the public hearing held in council chambers on January 12, 2026, are maintained by the City of Richland, and may be examined or reviewed by contacting the City Clerk’s Office.

Public notices regarding the application and public hearing were mailed, posted, and published as required by city codes prior to the public hearing. (*Staff Report, page 14; Exhibit 4, noticing materials*).

**Hearing Testimony:** The hearing record for the requested rezone includes sworn testimony from the City’s Senior Planner, Ryan Nelson; Planning Manager, Mike Stevens; the applicant’s representative, Rick Simon; and Daniel Tiffell, Kennewick Irrigation District Engineering Manager. Mr. Nelson summarized the Staff Report, showing maps and illustrations establishing how the rezone site is already surrounded on most sides by properties with residential development and zoning the same as that requested in this application. On behalf of the applicant, Mr. Simon concurred with the Staff Report, its findings, and recommendation of approval. No members of the public or others provided testimony or written evidence through the hearing process that would serve as a basis to deny this rezone application.

**Exhibits:** The Development Services Division Staff Report for the requested Rezone, including a recommendation of approval, was provided to the Examiner before the hearing. The Staff Report, and the following Exhibits, were all accepted into the Record in their entirety without modification:

- 1. Application Materials for requested rezone

2. Comprehensive Plan Land use and Zoning Maps
3. SEPA DNS and Checklist
4. Public Notices and confirmation materials

The Examiner has visited the road network and vicinity of the proposed rezone on multiple occasions over the past few years in connection with other applications, personally visited the site on the day of and again after the public hearing, and is fully advised on matters at issue herein, including without limitation adjacent developments and land uses, applicable law, application materials, and relevant comprehensive plan provisions.

## V. FINDINGS OF FACT.

Based upon the record, the undersigned Examiner issues the following Findings of Fact.

### *Application, Site Location and Conditions.*

1. In this application, the applicant and property owner, Robin French, via their designated representative, Rick Simon, requests a rezone of property from Suburban Agriculture (SAG) to R-1-10, a low density residential classification. (*Ex. 1, Application materials; Staff Report; Testimony of Mr. Simon*). The application materials and Staff Report refer to the property at issue in this rezone application as “French Meadows”, referenced in this recommendation as “the Property.” The Property is on a single tax parcel, assigned Benton County Parcel No. 120981012790001.

2. The Property is a 10+acre site, part of what is commonly known as the “French Orchard,” located in the west side of the City of Richland, north of Interstate 182, west of Keene Road, east of Dallas Road. The future Estates at White Bluffs subdivision is immediately south of the site, the already-developed White Bluffs subdivision is to the west, and the Hearthstone No. 2 and No. 3 subdivisions are to the east.

3. The site slopes down from the west to east and will be accessed from Cayuse Drive on the west, and from Jasper Street to the east. (*Staff Report, page 5*).

4. Just like the Estates at White Bluffs project to the south of this site, the French Meadows property was annexed into the City of Richland in 1995, at which time the current Suburban Agriculture (SAG) zone was applied to the site. (*Annexation Ord. No. 21-95, referenced in Staff Report for Estates at White Bluffs rezone application*).

5. Since the Property was annexed into the City in 1995, there is no credible dispute that the City of Richland and the Tri-Cities region has experienced high growth in population, and increased demand for more housing.

FINDINGS OF FACT, CONCLUSIONS AND  
RECOMMENDATION OF APPROVAL FOR THE  
FRENCH MEADOWS REZONE APPLICATION –  
FILE NO. PLN-T3A-2025-00003

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HEARING EXAMINER FOR THE CITY OF RICHLAND  
CITY HALL – 625 SWIFT BOULEVARD  
RICHLAND, WASHINGTON 99352

1 6. Lands to the south, east, and west of the Property are currently zoned R-1-10, and  
2 already feature or will soon be developed with homes and lot sizes that would be consistent  
3 with those that could be developed on the applicant's Property, if it were rezoned to the  
requested R-1-10 zone. (Site visit; Zoning Maps; Staff Report, page 5).

4 7. A Zoning Map, showing the Property boundaries in blue [\*not yet updated to show  
5 that the Estates at White Bluffs property just south of the site has been rezoned to R-1-10],  
6 and an aerial view showing various transportation features, city limit lines, and existing  
7 development in the area, are included in the Staff Report on pages 2 and 6, and are republished  
8 below:



25 **FINDINGS OF FACT, CONCLUSIONS AND**  
26 **RECOMMENDATION OF APPROVAL FOR THE**  
**FRENCH MEADOWS REZONE APPLICATION –**  
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1  
2 8. As shown on the illustrations above, the Property is surrounded by, or will soon be  
3 surrounded by, residential development on most sides and is located in an area close to  
4 thriving commercial development. The Property has convenient access to regional  
5 transportation routes and urban amenities.

6 9. The Comprehensive Plan designates the Property as Low Density Residential [LDR]  
7 (1-5 dwellings per acre), and RMC 23.18.010(B) identifies the R-1-10 zone as a classification  
8 that can be applied to Low Density Residential lands.

9 10. No portion of the rezone Property is located in the City's Shoreline jurisdiction. While  
10 the Property includes some shrubsteppe areas identified as Fish and Wildlife Habitat  
11 Conservation Area, such considerations are not applicable to this rezone application, and  
12 would, instead, be addressed in connection with any future subdivision or development  
13 application for the site.

14 11. Because staff deemed the application to be consistent with the City's Comprehensive  
15 Plan, which already designates the rezone site as suitable for low density residential land  
16 uses, and the City's plan was analyzed in an environmental impact statement at the time of  
17 its adoption, the pending rezone application could be deemed categorically exempt from  
18 SEPA review as provided in WAC 197-11-800(6)(c). However, and to the applicant and  
19 Staff's credit, the Council should take notice that the associated preliminary plat application  
20 with this rezone request were the subject of a full SEPA review process and threshold  
21 determination, which resulted in issuance of a Determination of Non-Significance, issued on  
22 or about December 29, 2025. (*Staff Report, page 12; Ex. 3, SEPA DNS and Checklist*).

23 12. The Staff Report confirms that public notices were issued in accord with city  
24 requirements, including those found in RMC 19.30.040. No one provided a preponderance  
25 of written evidence or testimony during the hearing process for this rezone application that  
26 would serve as a basis to deny the applicant's request to rezone their Property from SAG to  
R-1-10.

13. Changed circumstances since 1995 – when the current SAG zoning was applied to  
the Property – clearly support the requested rezone from the SAG to the R-1-10 zone.  
Residential development has occurred around the rezone site. The current Agricultural  
zoning no longer serves a useful purpose in this location, where public infrastructure already  
exists at a scale to easily serve future residential development.

14. The Examiner concurs with the opinion of staff and finds that the proposed R-1-10  
zoning with its associated residential land uses, densities, and types of housing, is compatible  
with the vicinity and that the site's proximity to well-built roadways, utilities, retail

25 **FINDINGS OF FACT, CONCLUSIONS AND**  
26 **RECOMMENDATION OF APPROVAL FOR THE**  
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1 establishments, restaurants, and recreational amenities in the area, should make the property  
2 a highly desirable site for future homebuyers. *(Site visits)*.

3 15. The record does not include any evidence that the requested R-1-10 zone could allow  
4 for any uses that would be incompatible with surrounding uses.

5 16. The Staff Report's analysis of this application stands un rebutted. The requested  
6 rezone is consistent with land use policy goals in the City's Comprehensive Plan. *(Staff  
7 Report, all findings and analysis regarding consistency with the City's Comp. Plan)*.

8 ***Public services and utilities are adequate and readily available to serve the site.***

9 17. As part of the review process, City staff confirmed that, adequate utilities, including  
10 without limitation water, sewer, irrigation, and electricity, are in place and/or readily  
11 available, some with connections needed, but all with adequate capacity, to serve the parcel  
12 that is at issue in this matter. *(Staff Report, pages 8-10)*. Fire safety service, including nearby  
13 fire hydrants, and Richland School District facilities are located nearby to serve future  
14 residents. *(Site visits; Staff Report, page 11)*.

15 ***Consistency with City Codes and Comprehensive Plan.***

16 18. As explained elsewhere in this Recommendation, the rezone site is already designated  
17 as "LDR" i.e. low density residential, in applicable parts of the City's Comprehensive Plan,  
18 and this request is to change the Property's zoning classification from SAG to another  
19 available LDR zoning classification, specifically the R-1-10 zone.

20 19. Standing alone, the requested rezone conforms to the Comprehensive Plan, because  
21 the plan already identifies the property as suitable for low density residential uses. There is  
22 nothing in this record to justify holding the property as an SAG zoned site, especially given  
23 that population growth and housing demand that the city has experienced since 1995, which  
24 fully justifies this requested rezone as a small step to help address the housing demand in  
25 Richland and the Tri-Cities region. In short, this rezone would facilitate infill residential  
26 development on the same scale as that in surrounding neighborhoods, which would serve the  
public interest.

***General findings.***

20. The requested rezone bears a substantial relationship to the public health, safety, and  
general welfare. The requested rezone is appropriate in the context of adjacent properties.

21. The Development Services Division Staff Report, prepared by Senior Planner, Ryan  
Nelson, includes a number of specific findings and explanations that establish how the

1 underlying application satisfies provisions of applicable law and is consistent with the city's  
2 Comprehensive Plan and zoning regulations. Except as modified in this Recommendation,  
3 all Findings contained in the Staff Report are incorporated herein by reference as Findings of  
4 the undersigned-hearing examiner.

5 22. Any factual matters set forth in the foregoing or following sections of this  
6 Recommendation are hereby adopted by the Hearing Examiner as findings of fact and  
7 incorporated into this section as such.

## 8 VI. CONCLUSIONS.

9 Based upon the record, and the Findings set forth above, the Examiner issues the  
10 following Conclusions:

11 1. The applicant met its burden to demonstrate that the requested rezone conforms to,  
12 and in fact implements objectives of, the City's Comprehensive Plan. *Findings; Staff Report.*

13 2. The applicant met its burden to demonstrate that the requested rezone bears a  
14 substantial relationship to the public health, safety, or welfare.

15 3. The Staff Report and testimony in the record demonstrate that the proposed rezone  
16 will not require new public facilities and that there is capacity within the transportation  
17 network, the utility system, and other public services, to accommodate all uses permitted in  
18 the R-1-10 zone requested herein.

19 4. The rezoned site will not be materially detrimental to uses or property in the  
20 immediate vicinity of the subject property. In fact, the rezone will help facilitate residential  
21 development on the property applying the same zoning standards and scale of development  
22 as now exists on lands to the south, east, and west of the Property, thereby implementing City  
23 Comprehensive Plan goals and policies, including without limitation those that seek to  
24 adequate housing to serve the needs of local residents.

25 5. The record, including the SEPA DNS issued for this project, demonstrates that the  
26 potential for adverse impacts is very unlikely. Future development on the site, if any, will  
27 have to satisfy City development regulations and environmental standards, among other  
28 things.

29 6. As required by RMC 19.50.010(C), the record establishes that the transportation  
30 system is sufficient to accommodate the type of development envisioned with the proposed  
31 rezone. The surrounding road network is fully functional, and no transportation concurrency  
32 problems are likely to arise as a result of the rezone for the site. Development regulations,  
33 including without limitation those detailing frontage improvements, limited access, roadway

34 FINDINGS OF FACT, CONCLUSIONS AND  
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1 improvements, impact fees, setbacks, and the like, will apply to any future project built on  
2 the site.

3 7. Based on the record, the applicant demonstrated its rezone application merits  
4 approval, meeting its burden of proof imposed by RMC 19.60.060.

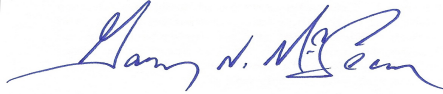
5 8. Approval of this rezone will not and does not constitute, nor does it imply any  
6 expectation of, approval of any permit or subsequent reviews that may be required for  
7 development or other regulated activities on the site of the subject rezone.

8 9. Any finding or other statement contained in this Recommendation that is deemed to  
9 be a Conclusion is hereby adopted as such and incorporated by reference.

### 10 **VII. RECOMMENDATION.**

11 Based upon the preceding Findings and Conclusions, the Hearing Examiner  
12 recommends that the French Meadows Rezone application (File No. PLN-T3A-2025-00003)  
13 to reclassify a 10+acre site from its current SAG (Suburban Agriculture) zone to another Low  
14 Density Residential (LDR) land use designation, specifically the R-1-10 zoning district,  
15 which is consistent with the Comprehensive Plan's LDR land use designation assigned to the  
16 area, should be **APPROVED**.

17 ISSUED this 13<sup>th</sup> Day of February, 2026



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Gary N. McLean  
Hearing Examiner

**CITY OF RICHLAND**  
**PLANNING DIVISION**

625 Swift Boulevard, MS-35  
Richland, WA 99352  
(509) 942-7794



**CITY OF RICHLAND DEVELOPMENT SERVICES DIVISION**  
**STAFF REPORT TO THE HEARING EXAMINER**

GENERAL INFORMATION:

**Proposal Name:** French Meadows Rezone

**Location:** 4450 Jasper Street

**Applicant:** Rick Simon of RPS Planning Consultant LLC

**Property Owner:** Robin French

**File #:** PLN-T3A-2025-00003

**Description:** Request to rezone one (1) parcel (120981012790001) from Suburban Agricultural (SAG) to Single-Family Residential – 10,000 (R-1-10).

**Project Type:** Type IIIA Site-Specific Rezone

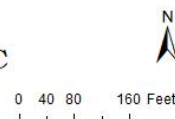
**Hearing Date:** January 12, 2026

**Report By:** Ryan Nelson, Senior Planner

**Recommended Action:** Approval.

## Vicinity Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
 Applicant: Rick Simon, RPS Planning Consultant LLC  
 File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



**Figure 1 – Vicinity Map**

### **Description of Proposal**

Parallel to this Rezone application is a Preliminary Plat Application for the development of an approximately 10.3-acre site, with thirty-one (31) residential lots and two (2) tracts, Rick Simon of RPS Planning Consultant has submitted a Zoning Map Amendment Application, on behalf of the property owner, Robin French, petitioning to rezone parcel number 120981012790001 from the Suburban Agricultural (SAG) zoning designation to the single-family residential – 10,000 (R-1-10) zoning district. Figure 1 (above) shows the site within its larger context.

### **Reviewing Authority and Applicable Codes**

Richland Municipal Code (RMC) Chapter 19.20.010(D)(1), 19.20.030, and 19.25.010 requires a site-specific rezone review to take place by the Hearing Examiner. See additional RMC guidance for the Hearing Examiner, below:

#### RMC 19.20.010 Procedures for processing development permits.

For the purpose of project permit processing, all development permit applications shall be classified as one of the following: Type I, Type II, Type III, or Type IIIA.

D. Type IIIA permits include the following types of permit applications:

## 1. Site-specific rezones

### 19.60.060 Burden of proof.

Except for Type IV actions, the burden of proof is on the proponent. The project permit application must be supported by proof that it conforms to the applicable elements of the city's development regulations, comprehensive plan and that any significant adverse environmental impacts have been adequately addressed.

### 23.70.210(A) Public hearing and recommendation to council.

Reclassification. The hearing examiner shall conduct an open record public hearing as required by RMC Title 19 for a Type IIIA permit application. The recommendation shall include written findings of fact and the reasons for the hearing examiner's action; and shall refer expressly to the maps, description and other matters intended by the hearing examiner to constitute the reclassification.

### Additional Considerations.

Washington Courts apply three basic rules when reviewing appeals of rezone applications: (1) there is no presumption favoring the rezone request; (2) the proponent must demonstrate that there has been a change of circumstances since the original zoning provided if a proposed rezone implements the policies of the comprehensive plan , a showing of changed circumstances is usually not required; and (3) the rezone must have a substantial relationship to the public health, safety, morals or general welfare.

For the purposes of this rezone request, the central questions presented are:

1. Whether the requested rezone implements policies of the City's Comprehensive Plan, and /or whether there has been a change of circumstances since the original Suburban Agricultural [SAG] zoning was adopted for the site?

Does the rezone bear a substantial relationship to the public health, safety, morals, or general welfare?

## **Site Description & Adjacent Land Uses**

The French Meadows subdivision is comprised of one (1) parcel totaling approximately 10.3-acres. The project site is located east of the White Bluffs subdivision, north of the future Estate at White Bluffs subdivision and west of Hearthstone No. 3 subdivision.

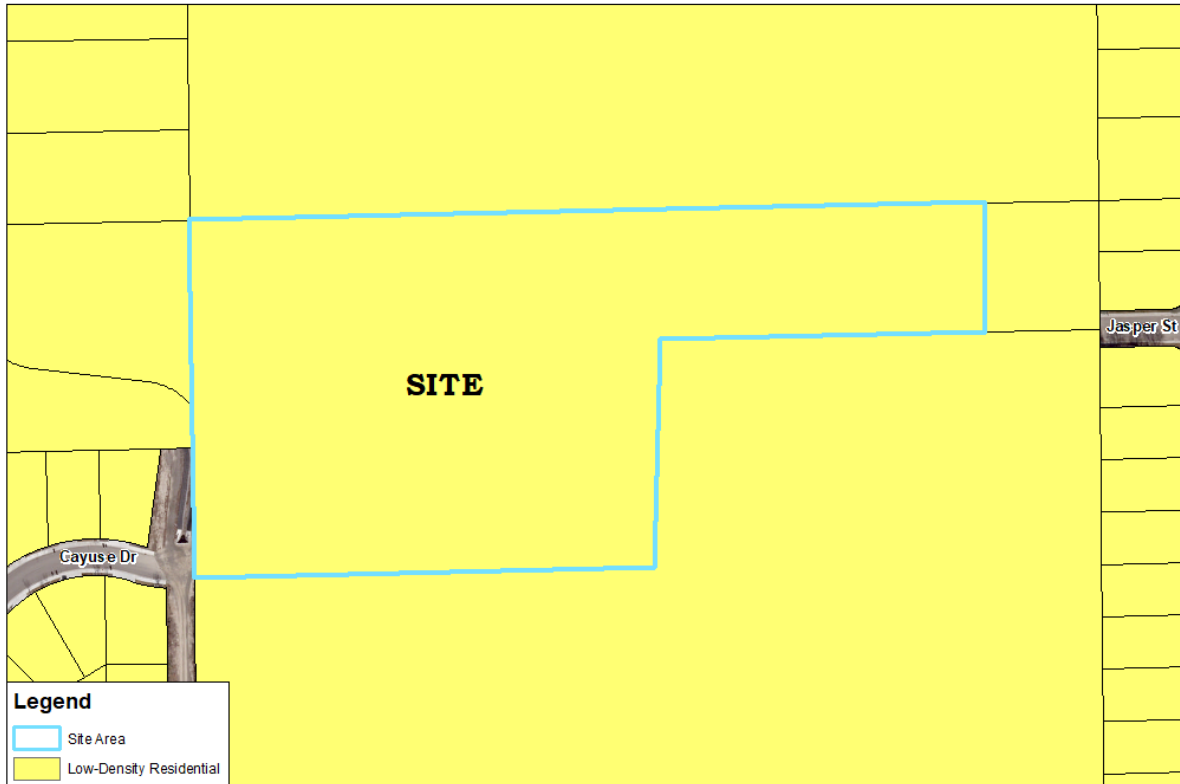
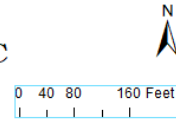
The project area slopes down from west to east and will be accessed from Cayuse Drive to the west and Jasper Street to the east.

### Current Comprehensive Plan Land Use Designations and Uses:

<b>Direction</b>	<b>Current Land Use Classification</b>	<b>Current Use</b>
North	Low-Density Residential (County, within UGA)	Orchard and Single-Family Dwellings
East	Low-Density Residential	Single-Family Dwellings
South	Low-Density Residential	Former Orchard & Single-Family Dwellings
West	Low-Density Residential	Single-Family Dwellings

## Land Use Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
 Applicant: Rick Simon, RPS Planning Consultant LLC  
 File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



**Figure 2 – Comprehensive Plan Map**

### **Comprehensive Plan Review**

As illustrated in Figure 2 (above), the Comprehensive Plan Land Use designation classifies the project site for low-density residential development.

#### **Applicable Goals & Policies**

Provided below is a set of the City's Comprehensive Plan goals & policies which are particularly applicable to the subject residential subdivision.

#### **Land Use Element – Goal 1**

*Plan for the growth within the urban growth area and promote compatible land use.*

- Policy 2: Facilitate planned growth and infill developments within the City.

#### **Land Use Element – Goal 2**

*Establish land uses that are sustainable and create a livable and vibrant community.*

- Policy 1: Maintain a variety of land use designations to accommodate appropriate residential, commercial, industrial, healthcare, educational, recreational, and open space uses that will take advantage of the existing infrastructure network.

- Policy 2: Ensure that adequate public services are provided in a reasonable time frame for new developments.
- Policy 3: Ensure that the intent of the land use and districts are maintained.

### **Land Use Element – Goal 3**

*Maintain a broad range of residential land use designations to accommodate a variety of lifestyles and housing opportunities.*

- Policy 1: Distribute residential uses and densities throughout the urban growth area consistent with the City’s vision.

### **Land Use Element – Goal 5**

*Ensure connectivity that enhances community access and promotes physical, social, and overall well-being so residents can live healthier and more active lives.*

- Policy 2: Promote pedestrian and bicycle circulation throughout the community by connecting with the infrastructure and the City’s network of parks and trail system.

### **Current Zoning Designations**

The subject parcels are currently zoned SAG, Suburban Agricultural use district. The surrounding parcels are zoned as follows:

<b>North</b>	UGAR – Urban Growth Area Residential (Benton County)
<b>East</b>	R-1-10 – Single-Family Residential – 10,000
<b>South</b>	R-1-10 – Single-Family Residential – 10,000 (as of 1/6/2026)
<b>West</b>	R-1-10 – Single-Family Residential – 10,000

## Zoning Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
 Applicant: Rick Simon, RPS Planning Consultant LLC  
 File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



**Figure 3 – Zoning Map**

As indicated previously, the site is currently zoned Suburban Agricultural (SAG). The Suburban Agricultural use district (SAG) is a zone classification providing for residential areas, rural in nature, with sufficiently large lots to allow for the maintenance of certain animals and farm crops, while at the same time establishing and maintaining a living environment of high standards for residential uses. This zoning classification is intended to be applied to some portions of the city that are designated low-density residential (zero to five dwellings per acre) under the city of Richland comprehensive plan [RMC 23.14.010(B)].

### **Requested Zoning**

Parallel to this rezone application, the applicant is also requesting a preliminary plat approval for the French Meadows subdivision. The standards for the requested R-1-10 zoning are listed below:

The single-family residential – 10,000 (R-1-10) is a residential zone classification requiring a low density of population, providing protection against hazards, objectionable influences, building congestion, and lack of light, air, and privacy. Certain essential and compatible public service facilities and institutions are permitted in this district. This

zoning classification is intended to be applied to some portions of the city that are designated low-density residential (zero to five dwellings per acre) under the city of Richland comprehensive plan [RMC 23.18.010(B)].

These are the applicable performance standards, special requirements, and dimensional standards for each requested zoning designation:

### **23.18.020 Residential performance standards and special requirements.**

There are no performance standards and/or special requirements for the R-1-10 zoning district.

### **23.18.025 Single-family residential design standards.**

Any one-family attached dwelling, one-family detached dwelling or designated manufactured home shall meet the following minimum requirements:

- A. All dwellings shall be placed on permanent foundations.
- B. At the time of construction, all new single-family dwellings shall be new, not having been previously titled to a retail purchaser and not meeting the definition of a “used mobile home” as defined in RCW 82.45.032(2).

### **R-1-10 Dimensional Standards**

The following standards apply in the R-1-10 zone per RMC 23.18.040:

Minimum Lot Area Requirement	One-Family Detached Dwelling	8,000 feet
	Two-Family Detached Dwelling	N/A
	One-Family Attached Dwellings	N/A
Maximum Density		N/A
Minimum Lot Width	One-Family Detached Dwelling	70 feet
	Two-Family Detached Dwelling	N/A
	One-Family Attached Dwellings	N/A
Average Lot Size Requirement <sup>2</sup>		10,000
Minimum Front Yard Requirement <sup>3</sup>		20 feet
Minimum Side Yard Requirement		10 feet
Minimum Rear Yard Requirement		25 feet
Maximum Lot Coverage <sup>8</sup>		40%
Maximum Building Height	Main Building	30 feet
	Detached Accessory Building <sup>11</sup>	16 feet

2. Minimum average lot area per subdivision, exclusive of the area of streets and lots designated for nonresidential uses. In calculating average lot size, at least 35 percent of all lots shall be larger than the average lot size requirement.

3. Front yard setbacks are required from all street rights-of-way adjoining a lot as shown in the table above, except as follows:

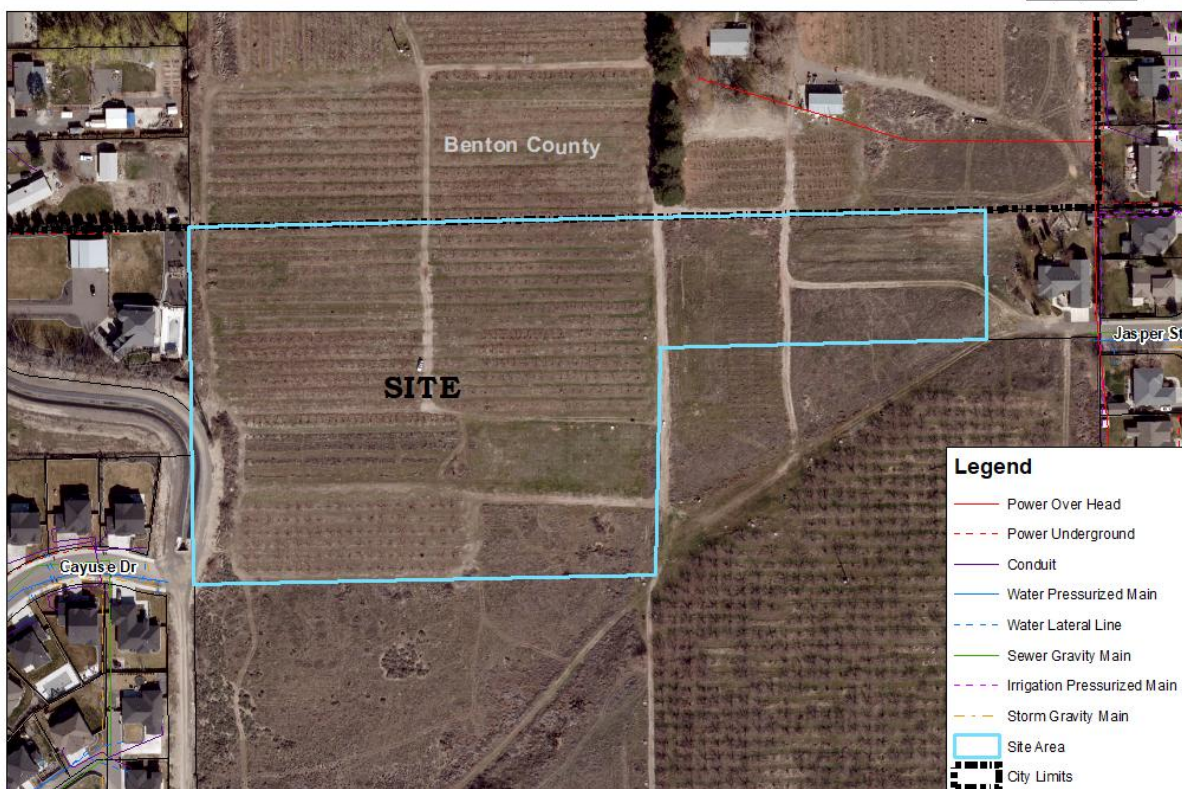
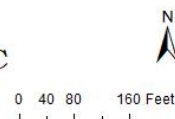
- a. In single-family residence districts and in R-2 and R-3 districts where more than 50 percent of the normal or average-size lots in a block fronting on one side of the street are developed with existing buildings, other than accessory buildings, with front yard setbacks less than that required for the district, a new single-family or duplex dwelling shall adopt a minimum front yard setback dimension which is the average of the setbacks of the buildings on the two adjoining lots, existing prior to July 22, 1960, but in no case shall this dimension be less than 15 feet nor need it exceed 30 feet.
  - b. Residential Districts. In any R district, or any combination therewith, on any corner lot where there is provided a side yard along the interior side lot line at least equal in width to the minimum depth of the rear yard required for the district, the main building may encroach upon the required rear yard up to a line where the remaining rear yard is no less in depth than the minimum width of the side yard required for the district. No accessory buildings may be located in said side yard, except a patio shelter enclosed on no more than two sides by walls or other enclosures and in conformity with the other provisions of this title.
  - c. The flanking frontage or nonaddress front yard of a corner lot may reduce the front yard setback of said frontage to 15 feet; see diagram below.
8. Lot coverage includes all buildings, including accessory buildings or structures on any lot in a residential district, exclusive of patios without roof coverings or patios with only open lattice or similar type roof construction.
  11. Detached accessory structures built pursuant to the setback provisions of RMC 23.38.020 are limited to one story.

### **Utility Availability**

There are no existing utility connections in place within the project area. However, there are utility connections nearby along Cayuse Drive to the west and Jasper Street to the east. Utility services and connections would need to be extended from any nearby rights-of-ways to the project site. Future utility connections could be made in conjunction with the Estates at White Bluffs subdivision along the south of the subject property.

## Utility Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
 Applicant: Rick Simon, RPS Planning Consultant LLC  
 File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



**Figure 4 – Utility Map**

### Sewer

There is an existing 8-inch gravity main, flowing west to east, along Jasper Street and an existing 8-inch gravity main, flowing west to east, along Cayuse Drive.

### Water

There is an 8-inch distribution main within the Jasper Street right-of-way and the Cayuse Drive right-of-way. These water mains are not currently interconnected. The water main along Jasper Street is within the Tapteal II Pressure Zone and the water main along Cayuse Drive is within the Tapteal III Pressure Zone.

### Irrigation

There is an existing 4-inch distribution main along the western edge of the Hearthstone No. 3 subdivision, to the west of Sirron Avenue. Irrigation lines are not within the Jasper Street or Cayuse Drive rights-of-way.

### Stormwater

The City does have stormwater infrastructure in the immediate vicinity. There is a 15-inch main, flowing west to east, along Jasper Street and a 12-inch main, flowing west then

south, near Cayuse Drive. The stormwater main along Cayuse Drive flows south through nearby residential properties to a nearby stormwater retention pond in the White Bluffs subdivision and does not follow a public road right-of-way. Ultimately, any new stormwater runoff from the proposed development will need to be maintained on-site per City and State stormwater runoff requirements.

#### Power

The site does not have any existing electricity infrastructure within the plat boundaries. Electricity connections would need to be made from either Cayuse Drive or from the overhead primary conductor, which runs north and south along the western edge of the Hearthstone No. 2 and No. 3 subdivisions.

### **Transportation & Access**

Primary access into the proposed development will come from future connections to Jasper Street to the east, Cayuse Drive to the west, and The Estates at White Bluffs subdivision to the south.

This area is largely characterized as single-family housing in transition from undeveloped and agricultural uses. As such, there are no significant nodes of employment or shopping amenities via suburban scale commercial, office or industrial development within close proximity to the subject site.

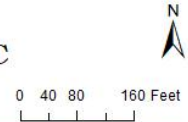
Sidewalks will be installed on local roads. Likewise, there are ongoing efforts to improve the active transportation portfolio of the area through on-street bicycle lanes. Currently, there are no nearby or proposed Ben Franklin Transit bus routes that currently service the proposed site. The nearest public transit stop is approximately 1,500 linear feet to the north and is located near the corner of Sirron Avenue and Kennedy Road.

### **Easements**

There are two easements within the proposed plat. One easement is approximately 20' wide which runs east and west along the northern edge of the plat boundary. The other easement, runs perpendicular (north and south) to the previously mentioned easement, is located approximately at the half way point of the proposed plat, as shown in the map below (Figure 5).

## Easement Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
 Applicant: Rick Simon, RPS Planning Consultant LLC  
 File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



**Figure 5 – Easement Map**

### **Fire Safety**

The City of Richland Fire Department will provide fire protection services to the subject preliminary plat and resulting development. Currently, there are hydrants in place near the eastern and western edges of the proposed preliminary plat. The nearest hydrants are located:

- Approximately 600 feet away from the eastern edge of the plat boundary along Jasper Street, and
- Approximately 350 feet away from the western edge of the plat boundary along Cayuse Drive.

### **Schools**

The plat falls within the boundaries of the Richland School District. The nearest school is White Bluffs Elementary, which is located to the southeast of the eastern edge of the proposed plat. As of the date this report was written the City had received no comments from the Richland School District.

**SEPA**

The proposal is subject to State Environmental Review under the State Environmental Policy Act. A Determination of Non-Significance was issued on December 29, 2025 after utilizing the Optional DNS Process.

**Critical Areas**

The subject site contains shrubsteppe habitat which is classified as a Fish and Wildlife Habitat Conservation Area by the City's critical areas regulations contained within RMC Title 22.10.

**Shoreline Master Program**

The subject site lies outside of the jurisdiction of the Shoreline Master Program. This project will have no effect on shorelines of statewide significance. Therefore, the requirements of RMC Title 26 are not applicable to this application.

**Agency Comments**

A variety of public agencies and City departments were given an opportunity to comment on the proposal. Comments received are included as an exhibit to this report and/or utilized as conditions of approval.

**Public Comments**

Owners of all properties within 300-feet of the plat site were directly notified of the project by way of USPS mailing. As of the date of this report, Staff has received one (1) comment from the public regarding this project, which can be found in the preliminary plat staff report.

**Public Notices**

Notice of Hearing Mailed:	December 15, 2025
Notice of Hearing Posted:	December 15, 2025
Notice of Hearing Published:	December 14, 2025
Public Hearing:	January 12, 2026

A combined notice of application and SEPA Optional DNS determination was provided by mailing notices to property owners within 300 feet. Public hearing notices were distributed through posting of the property, mailing of notice to property owners within 300 feet of the site and publication in the Tri-City Herald newspaper. Copies of the notices and affidavits are included in *Exhibit 4*.

**Analysis**

The project site is bordered on three (3) sides by existing or proposed single-family residential development. The City has anticipated the development of this property and future road connections and routes will provide connectivity between neighborhoods as recommended by the City's Comprehensive Plan.

This requested rezone does not approve any development activity on the site. As with all development proposals, City development regulations will apply to any specific projects that may eventually be proposed on the site. Following public notices and reviews conducted in accord with City practices for all other private or public rezone applications, there is no evidence in this record that would provide a basis in fact or law to deny the pending rezone request.

Staff also wants to address questions posed to Hearing Examiner under “Reviewing Authority and Applicable Codes”:

1. Whether the requested rezone implements policies of the City’s Comprehensive Plan, and /or whether there has been a change of circumstances since the original zoning was adopted for the site?
  - a. The site has been designated for low-density residential [LDR] uses by the City’s Comprehensive Plan, and the rezone request would serve to effectuate those plans. The subject property remains undeveloped. The site has been left unattended and while it is not overgrown with weeds and noxious vegetation, leaving it in a distressed/undeveloped condition is not in the public’s best interest. The requested rezone is meant to facilitate the applicant’s plans to develop the site in a manner fully authorized by the appropriate residential zoning regulations.
2. Does the rezone bear a substantial relationship to the public health, safety, morals, or general welfare?
  - a. It appears that the proposed rezone is consistent with this criterion because the rezone is consistent with the City’s Comprehensive Plan, and any future, project-specific proposal will have to meet city development regulations, including SEPA, possible subdivision codes, traffic impact reviews, public infrastructure concurrency reviews, and payment of any impact fees in effect at the time of application.

The Planning Department requests the Hearing Examiner recommend the proposed zoning map amendment to the Richland City Council.

### **Suggested Findings and Conclusions**

Staff has completed its review of the request for a change in zoning (PLN-T3A-2025-00003) and recommends approval of the request based on the following:

1. The property owner in this matter is Robin French, with the applicant, Rick Simon of RPS Planning Consultant, acting on behalf of, and, as lead contact.
2. The application is to rezone one (1) parcel: Benton County Assessor’s Tax Parcel Number 120981012790001.

3. The lot is currently zoned Suburban Agricultural use district (SAG).
4. The requested zone change is to the parcel, as identified above, to R-1-10 (Single-Family Residential – 10,000).
5. The subject site was a previous orchard.
6. The site is gently sloped from west to east.
7. The surrounding area is transitioning from agricultural uses to single-family residential.
8. The current Suburban Agricultural (SAG) zone does implement the underlying Low-Density Residential land use designation.
9. No portion of this proposed rezone is in the Shoreline Management Program's jurisdiction.
10. The subject site contains Fish and Wildlife Habitat Conservation Area (shrubsteppe). The project will avoid impacts to the maximum extent practicable and will provide on-site mitigation for any unavoidable impacts. The applicant submitted a Critical Areas Report as part of the preliminary plat application.
11. The applicant filed an environmental checklist along with their application for the preliminary plat and rezone (File #PLN-2025-T3-00005) as required under the State Environmental Policy Act.
12. After review of the checklist, application materials and receipt of agency and public comments, staff issued a Determination of Non-Significance on Monday, December 29, 2025 after utilizing the Optional DNS process.
13. Notice requirements of RMC 19.30.040 have been met:
  - a. Notice of Hearing Mailed: December 15, 2025
  - b. Notice of Hearing Posted: December 15, 2025
  - c. Notice of Hearing Published: December 14, 2025
14. Based on the above findings and conclusions, approval of the zone change request would be in the best interest of the community of Richland.

**Recommended Conditions of Approval:**

None

**Exhibit List**

1. Application Materials
2. Maps
3. SEPA DNS and Checklist
4. Public Notice and Affidavits



**City of Richland**  
 625 Swift Blvd  
 Richland WA 99352  
 (509) 942-7794

# Exhibit 1

# Plan Snapshot Report

<b>Plan Type:</b> Type 3A	<b>Plan #:</b> PLN-T3A-2025-00003	<b>App Date:</b> 10/21/2025
<b>Work Class:</b> T3A - Site Specific Rezone	<b>District:</b> City of Richland	<b>Exp Date:</b> NOT AVAILABLE
<b>Status:</b> In Review		<b>Completed:</b> NOT COMPLETED
<b>Description:</b> Rezone 10.3 acres From Suburban Agriculture to R-1-10 Single Family Residential		<b>Approval Expire Date:</b>

<b>Parcel:</b> 120981012790001	Main	<b>Address:</b> 4450 Jasper St Richland, WA 99352	Main	<b>Zone:</b> SAG(SAG)
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<b>Property Owner</b> Robin French Home: (509) 440-2227	<b>Applicant</b> Rick Simon 98402 N HARRINGTON RD WEST RICHLAND, WA 99353-8722 Home: (509) 531-0142 Business: (509) 531-0142 Mobile: (509) 531-0142	<b>Project Manager</b> Peter Harpster 5804 Rd 90, Suite C Pasco, WA 99301 Business: (509) 212-9596	<b>Developer</b> Josh Blankenship Business: (509) 531-7062
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### Plan Custom Fields

<p><b>Impacts on Environment</b> <b>Public Safety</b></p>	<p>Low density single family residential development will increase demands for public services typically associated with population growth, including emergency services, increased demand placed on public parks and schools, increased traffic and increased water, sewer and power consumption. These impacts are offset when new development conforms to city standards that require compliance with minimum design standards as well as payment of utility connection fees, and park mitigation and traffic mitigation fees. Property taxes generated by the increased value of new development also mitigate the demand for increased public services.</p> <p>In regard to environmental impact, the site does not contain unstable slopes, wetlands, frequently flooded areas or other physical characteristics that would cause negative impacts. A very minor amount of shrubsteppe habitat on</p>	<p>site (670 square feet) would be lost and would be mitigated at a ratio of 2:1, thereby increasing the amount of on-site shrubsteppe.</p>	<p>PreAppQuestionBox Yes</p>
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# PLAN SNAPSHOT REPORT (PLN-T3A-2025-00003)

PreAppMeetingDate	Jun 3 2025 12:00AM	Current Land Use Designation	Low Density Residential	Current Zoning	SAG
Proposed Use	Single Family Residential	Requested Zoning	R-I-10 Single Family Residential	Current Comp Plan	City of Richland Comprehensive Plan
Area of Property	10.3	Unique Characteristics	The site is well suited for residential land uses, given its proximity to existing single family residential development and its proximity to existing city utilities. The existing street pattern in the vicinity provides an opportunity to connect existing residential streets with development that will provide improvements to neighborhood circulation. There are no unstable slopes, wetlands, or frequently flooded areas that would impede the development of the site.	Hardship	The site is well suited for residential land uses, given its proximity to existing single family residential development and its proximity to existing city utilities. The existing street pattern in the vicinity provides an opportunity to connect existing residential streets with development that will provide improvements to neighborhood circulation. There are no unstable slopes, wetlands, or frequently flooded areas that would impede the development of the site.
Conforms to Patterns	The properties located both directly east and west of the site are developed with low density single family residential similar to the type of development that would be permitted with the proposed rezone. The property directly south of the site is proposed for development with a rezone to the same R1-10 zoning district. So, the proposed rezone would conform precisely to the development pattern present on the adjacent properties.	Granting or Denial Benefits	The proposed rezone would be beneficial in helping to implement the City's comprehensive plan through the development of 10.3 acres that is well suited for low density residential development and that would add to the City's housing stock. Together with the preliminary plat, the rezone would increase the connectivity of the City's transportation system in the surrounding neighborhood.	OverallPurposeBenefits	The proposed rezone would be beneficial in helping to implement the City's comprehensive plan through the development of 10.3 acres that is well suited for low density residential development and that would add to the City's housing stock. Together with the preliminary plat, the rezone would increase the connectivity of the City's transportation system in the surrounding neighborhood. The site could accommodate single family housing without impacting critical areas nor creating land use conflicts with adjoining properties. Adverse effects accruing from the denial of the rezone application would include a modest reduction in the City's land base for housing, incrementally decreasing the City's ability to meet its housing goals, which leads to higher housing costs. and the potential for increased development pressure in areas that are not as well suited for development.
Impacts to City	The City benefits from the development of the site with low density residential housing through an increase in the City's tax base and an increase in connectivity to		the City's street and utility systems within this South Richland neighborhood. Detrimental impacts of denial of this rezone would be fewer options for housing within the City		

# PLAN SNAPSHOT REPORT (PLN-T3A-2025-00003)

Rezone Better Use

See attached narrative.

Spot rezone or larger

See attached narrative.

# **FRENCH MEADOWS PRELIMINARY PLAT & REZONE**

**Date:** October 2025

**Submitted to:** City of Richland Development Services  
625 Swift Boulevard, MS-02  
Richland, WA 99352

**Location:** 4450 Jasper Street

**Owner:** Robin French  
955 Harvest Lane, PR NE  
Richland, WA 99352

**Applicant:** Josh Blankenship  
French Meadows Development LLC  
5606 South Toro Road  
Kennewick, WA 99338  
(509) 531-7062  
Blankenship\_homes@yahoo.com

**Engineer:** Barghausen Engineering  
400 Columbia Point Drive, Suite 101-B  
Richland, WA 99352  
Contact: Derek Forza, PE  
(425) 251-6222

**Surveyor:** AKS  
2245 Robertson Drive  
Richland, WA 99354  
Contact: Chris Ammann  
(509) 905-0219

**Consultant:** Peter Harpster  
Harpster Land Development  
5804 R. 90, Suite C  
Pasco, WA 99301  
(509) 212-9596  
peter@harpsterld.com

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## Exhibits

- A. Preliminary Plat Map
- B. Title Report
- C. Environmental Checklist
- D. Critical Areas Report

## **I. Executive Summary**

The proposal consists of the rezoning of 10.3 acres from the present SAG – Suburban Agriculture zoning to a proposed R-1-10 Single Family Residential zoning. This proposed zoning is consistent with the City’s Comprehensive Plan and would allow development at the same density as those existing residential developments in the immediate vicinity. The proposal also includes a preliminary plat application, known as “French Meadows.” The plat would create 31 single family residential lots, set aside right-of-way for an existing irrigation canal that runs along the western property boundary and provide a 2,889 square foot open space tract. This tract would be used for the mitigation of 670 square feet of shrubsteppe that would be removed from the site by development activities. The street system within the plat would tie the existing Cayuse Drive located along the plat’s western boundary into Jasper Street located along the site’s eastern boundary. The development is proposed to be served with paved city streets, sidewalks, streetlights and city domestic water, sewer and electrical power, and Kennewick Irrigation District irrigation water in accordance with City construction standards.

## **II. Site Description**

The parcel, located east of Cayuse Drive, north of Cowlitz Boulevard, and west of Sirron Avenue is located on a gradual hillside with a northeast aspect and topographic elevations ranging from approximately 645 feet (ft) to 580 ft (Figure 2). Positioned within the NW and NE quarters of Section 20 in Township 9 North and Range 28 East, W.M. (Lot 1, Short Plat #2790). The site has been addressed as 4450 Jasper Street. Assessor’s Parcel #:120981012790001.

### III. Applicable Review Criteria – Rezone

#### A. Conformance with the City Comprehensive Plan

The proposed rezone is consistent with the land use plan, which designates the site and adjacent properties as suitable for Low Density Residential land uses (0 to 5 dwellings/acre). According to RMC 23.18.010(B) the R-1-10 zoning classification is intended to be applied to some portions of the City that are designated for low density residential development. Additionally, the proposed rezone is consistent with and would help to implement the following comprehensive plan goals and policies:

#### **LU Goal 1: Plan for growth within the urban growth area and promote compatible land use.**

Response: The site is located both within the established urban growth area boundaries and the corporate limits of Richland and so is consistent with the City's plan for future growth. It is adjacent to single family residential development to both the east and west. A development proposed for property located south of and adjacent to the site, the Estates at White Bluffs, is also planned for low density single family residential development. Therefore, the proposed rezone would be compatible with adjacent existing and planned land uses.

(...)

#### **Policy 2: Facilitate planned growth and infill developments within the City.**

Response: The site is bordered by existing single family residential development to the west and east and so can be considered an infill site. Approval of the proposed rezone would help to implement this infill policy.

#### **LU Goal 2: Establish land uses that are sustainable and create a livable and vibrant community.**

Response: The low density residential development that is proposed for this site is sustainable in that it would help to meet the housing goals of the City, while avoiding development of established critical areas, as there are no floodplains, unstable slopes or wetlands located on the site and only a minimal amount of shrubsteppe (shrubsteppe covers only .145% of area within site.)

#### **Policy 1: Maintain a variety of land use designations to accommodate appropriate residential, commercial, industrial, healthcare, educational, recreational, and open space uses that will take advantage of the existing infrastructure network.**

Response: The proposed low density residential zoning would provide for single family residential development in a location where it would be compatible with existing single family residential land uses, where existing streets and utilities could easily be extended to serve new development and is located near to the existing White Bluffs elementary school and Brookstone Park.

**Policy 2: Ensure that adequate public services are provided in a reasonable time frame for new developments.**

Response: The site is immediately adjacent to City water and sewer mains and electrical lines. City code requirements for residential development will ensure that utilities, streets, sidewalks and drainage systems will be installed at the time of development, ensuring compliance with this policy.

**Policy 3: Ensure that the intent of the land use and districts are maintained.**

Response: The proposed R1-10 zoning of the site will require minimum standards regarding lot size, building setbacks, building height, lot coverage and off-street parking. These requirements imposed by the City will ensure that future development of the site will be consistent with the intent of the low density residential land use designation.

**LU Goal 3: Maintain a broad range of residential land use designations to accommodate a variety of lifestyles and housing opportunities.**

Response: The City's comprehensive plan envisions a variety of housing densities and types. Rezoning the site that is consistent with the City's planned low density residential district will help to implement this land use goal.

**LU Goal 5: Ensure connectivity that enhances community access and promotes physical, social, and overall well-being so residents can live healthier and more active lives.**

Response: The proposed rezone together with the proposed preliminary plat will create connections of existing city streets across the site. Specifically, Cayuse Drive, located adjacent to and west of the site would be extended across the property to Jasper Street, which is located on the eastern boundary of the site. Provisions are also made for the extension of streets to the north and south to serve future development. This connection to and provision for future street connections implements the City's goals of ensuring connectivity and enhancing community access.

(...)

**Policy 2: Promote pedestrian and bicycle circulation throughout the community by connecting with the infrastructure and the City's network of parks and trail system.**

Response: City standards mandate that local residential streets include provisions for allowing bicyclists to share streets with vehicles. Additionally, street standards require sidewalks. Compliance with City street standards will help to implement this policy.

**UD Goal 1: Create a physically attractive and culturally vibrant, pedestrian- and bicycle-friendly environment in the City.**

Response: As noted in the preceding response, City standards provide for both pedestrian and bicycle travel.

**HE Goal 1: Provide a range of housing densities, sizes, and types for all income and age groups of the Richland community.**

Response: The proposed rezone will establish a density of development consistent with the City's comprehensive plan and so will help to implement this housing goal.

**Policy 1: Ensure that the comprehensive plan and development regulations allow for a variety of housing types, sizes, densities, and lot configurations such as small lot single family housing, multi-family housing, mixed-use development, cluster development, live/work housing, cohousing, accessory dwelling units, single room occupancy units, zero lot line and similar subdivisions, and planned unit developments.**

Response: Low density residential development supports three low density zoning districts, including the R-1-10 zone, which permits higher density than the other two low density districts (R-1-12 and SAG). Applying the higher density zoning designation to this site helps to meet Richland's demand for housing in a more efficient manner while still maintaining consistency with the City plan.

(...)

**Policy 4: Promote and provide incentives (such as zoning/rezoning, revised regulations, and provision of infrastructure) for infill development and redevelopment, while respecting the character and scale of the existing neighborhood.**

Response: The proposed R-1-10 zone would provide housing at a density that is comparable to the character of existing single family residential neighborhoods in the immediate vicinity. Development of the site would be considered infill

development, so approval of the rezone would help the City to implement with policy.

**HE Goal 5: Ensure compatibility of new residential developments with established neighborhoods and the community.**

Response: The proposed rezone would establish density standards consistent with existing, adjacent single family residential neighborhoods.

**TE Goal 3: Encourage the use of transportation modes that promote energy conservation, circulation efficiency, and an active lifestyle.**

Response: The proposed rezone together with the preliminary plat will result in new connections with existing residential neighborhoods, providing for more efficient circulation patterns in the vicinity.

**Policy 1: Support increased use of transit, bicycling, and pedestrian travel.**

Response: Future development of the site will conform to City standards, which include street designs that accommodate bicycle travel and pedestrian sidewalks.

(...)

**Policy 3: Require sidewalks, improved shoulders, appropriate signage, or off-street trails within new developments to accommodate internal bicycle and pedestrian circulation within and between neighborhoods.**

Response: Future development of the site will conform to City standards and will include provisions for bicycle and pedestrian travel.

### III. Applicable Review Criteria – Rezone

#### **B. Responses to Rezone Application Questions:**

##### **The unique characteristics, if any, of the property or circumstances of the owner:**

Response: The site is well suited for residential land uses, given its proximity to existing single family residential development and its proximity to existing city utilities. The existing street pattern in the vicinity provides an opportunity to connect existing residential streets with development that will provide improvements to neighborhood circulation. There are no unstable slopes, wetlands, or frequently flooded areas that would impede the development of the site.

##### **Any hardship that may result in the event the rezone is not granted:**

Response: The City would lose the development potential of 10 acres that has been identified for low density residential development, incrementally reducing the City's ability to meet its housing goals. For the property owner, the hardship would be a loss of ability to generate income from the development of the property. The existing one acre zoning with the cost of utility extensions and street construction would make development at that low density unfeasible.

##### **The manner in which the proposed rezone conforms to the patterns in adjacent zones**

Response: The properties located both directly east and west of the site are developed with low density single family residential similar to the type of development that would be permitted with the proposed rezone. The property directly south of the site is proposed for development with a rezone to the same R1-10 zoning district. So, the proposed rezone would conform precisely to the development pattern present on the adjacent properties.

##### **Any beneficial or adverse effects the granting or denial of the rezone would have in relation to the overall purpose and intent of the comprehensive plan and this title.**

Response: The proposed rezone would be beneficial in helping to implement the City's comprehensive plan through the development of 10.3 acres that is well suited for low density residential development and that would add to the City's housing stock. Together with the preliminary plat, the rezone would increase the connectivity of the City's transportation system in the surrounding neighborhood.

The site could accommodate single family housing without impacting critical areas nor creating land use conflicts with adjoining properties.

Adverse effects accruing from the denial of the rezone application would include a modest reduction in the City's land base for housing, incrementally decreasing the City's ability to meet its housing goals, which leads to higher housing costs.

**The benefits or detriments accruing to the City which would result from the granting or denial of this special permit.**

Response: The City benefits from the development of the site with low density residential housing through an increase in the City's tax base and an increase in connectivity to the City's street and utility systems within this South Richland neighborhood. Detrimental impacts of denial of this rezone would be fewer options for housing within the City and the potential for increased development pressure in areas that are not as well suited for development.

**Whether the proposed rezone represents a better use of the land from the standpoint of the comprehensive plan than the original zone**

Response: The existing zoning would allow for residential development at a density of one unit/acre, a situation that makes development financially infeasible, given the City's standards for extension of public streets and utility systems and the current costs of construction. The proposed rezone would create a situation where densities could be increased to the point where a landowner could bear the costs of development and still anticipate a return on investment, while still maintaining the character of adjacent residential neighborhoods. Development of the site under the proposed rezone would go further in helping to satisfy the demand for additional housing within the City.

**Whether the proposed rezone represents spot zoning and whether a larger area should be considered**

Response: The classic definition of spot zoning is "the process of singling out a small parcel for a zoning classification totally different from that of the surrounding area for the benefit of a particular land owner and to the detriment of other owners." (Anderson's American Law of Zoning, 4<sup>th</sup> Edition) In this case, the proposed zoning of the site is the same as the proposed zoning of the 29 acre tract located adjacent to and south of the site (the Estates at White Bluffs). The adjacent subdivisions located immediately to the east and west of the site are zoned R-2 Medium Density Residential, which is a zoning classification permitting higher density development than that of the R-1-10 zone. The average densities of the two adjoining subdivisions are 3.29 dwellings/acre for the plat of White Bluffs Phase 3 to the west of the site and 3.5 dwellings/acre for the plat of Hearthstone, located east

of and adjacent to the site. Therefore, the proposed rezone cannot be considered to be spot zoning.

**Identify impacts on the environment and public safety.**

Response: Low density single family residential development will increase demands for public services typically associated with population growth, including emergency services, increased demand placed on public parks and schools, increased traffic and increased water, sewer and power consumption. These impacts are offset when new development conforms to city standards that require compliance with minimum design standards as well as payment of utility connection fees, and park mitigation and traffic mitigation fees. Property taxes generated by the increased value of new development also mitigate the demand for increased public services.

In regard to environmental impact, the site does not contain unstable slopes, wetlands, frequently flooded areas or other physical characteristics that would cause negative impacts. A very minor amount of shrubsteppe habitat on site (670 square feet) would be lost and would be mitigated at a ratio of 2:1, thereby increasing the amount of on-site shrubsteppe.

## IV. Applicable Review Criteria – Preliminary Plat

### A. Conformance with Subdivision Design Standards

The proposed preliminary plat conforms to the City's subdivision standard, as enumerated in Richland Municipal Code Chapter 24 in the following ways:

#### *24.100.010 Application.*

**Except for divisions of land which meet the conditions of RMC 24.20.020, the regulations contained in this chapter shall apply to all divisions of land within the city. Every map, plat, replat or plan hereafter made of any such division of land within the city limits shall comply with the provisions of this chapter and the public works standards.**

Response: The proposed plat is subject to the City's subdivision regulations and has been designed to meet both the provisions of both subdivision regulations and Public Works standards.

#### *24.100.020 Street requirements.*

**All streets and rights-of-way within a short subdivision, subdivision or binding site plan shall be designed and improved in accordance with city standards as established by Chapter 12.08 RMC and the public works standards.**

Response: The street system proposed for the subdivision consists of Rights-of-Way that are 54 feet in width, which is consistent with the standard for minor (neighborhood) collectors and local streets.

#### *24.100.030 Streets – Conformity with comprehensive plan.*

**The alignment of streets shall conform as nearly as possible with those shown on the comprehensive plan or related plans of the city.**

Response: The City's Functional Street Plan identifies both streets adjoining the site as local streets - Jasper Street to the east and Cayuse Drive to the west. A designated minor collector street loops from Keene Road south to Sirron Avenue then east on Tomich Avenue, south on Ruby Avenue east and north on Kensington Way to intersect back onto Keene Road.

#### *24.100.040 Streets – Relation to adjoining street systems.*

**The layout of streets shall provide for the continuation of major streets existing on adjoining properties or of their proper projection when adjoining property is not divided. The layout shall also provide for future projection of streets into areas which presently are not subdivided.**

Response: There are no major streets abutting the property; however, the local street that abuts the western boundary of the site – Cayuse Drive would be extended across the site to connect with Jasper Street on the eastern boundary of the site. . Additionally, provisions are made for the extension of a north-south street running through the site. The proposed street layout conforms to this standard and will result in improved circulation within this South Richland neighborhood.

*24.100.050 Streets – Access to bodies of water.*

**Unless topography or ground conditions prevent, any division of land bordering on a river or public waterfront reservation shall be provided with at least one street not less than 60 feet wide to the low water mark or the reservation boundary at one-half mile intervals as measured along such body of water.**

Response: There are no bodies of water on or near the site, so this provision is not applicable.

*24.100.060 Streets – Local residential streets.*

**Local streets which serve primarily to provide access to abutting property shall be designed to discourage cut-through traffic and planned to channel traffic onto minor collectors and other major streets. Local residential streets shall be designed to discourage average traffic speeds in excess of the posted or basic rule (25 mph) speed.**

Response: The proposed street layout will meet City standards for local streets that are designed to provide access, not encourage speeding. While the street layout would connect two local streets together, it will not likely encourage cut through traffic, given the circuitous route along local streets, given the more direct paths of travel along Dallas, Kennedy and Keene Roads.

*24.100.070 Streets – Dead-end.*

**Streets designed to have one end permanently closed or in the form of a cul-de-sac shall be no longer than 400 feet or as otherwise allowed due to topographical or other constraints and allowed by Appendix D of the International Fire Code as adopted by reference in RMC Title 20, and shall be designed and improved in accordance with city standards as established by Chapter 12.08 RMC and the public works standards.**

Response: The proposed plat design includes one cul-de-sac, (Road B) approximately 280 feet long, ending in a cul-de-sac with a 57 foot radius and so is consistent with City standards.

*24.100.080 Streets – Alignment.*

**For major streets, connecting street centerlines deflecting from each other at any one point more than 10 degrees shall be connected by a horizontal curve that meets the minimum curve radius per AASHTO guidelines unless otherwise approved by the public works director. Connecting tangents between curves shall be a minimum of 100 feet long. For minor streets, curves shall have a typical minimum deflection angle of 30 degrees with curve radii between 100 feet minimum and 150 feet maximum unless approved by the public works director or designee. These parameters are to minimize the potential for speeding within neighborhoods.**

Response: The proposed plat consists of only minor streets. The extension of Cayuse Drive, a curvilinear street located along the western boundary of the plat fits within this standard.

*24.100.090 Streets – Intersections.*

**Street intersections shall be as nearly at right angles as is practicable. When the most feasible plan entails an intersection angle that deviates more than 15 degrees from a right angle, curves or suitable radius and lengths shall be provided. Where street intersections have curvature within 275 feet of the centerline of a stop or yield controlled intersection (looking right or left), the plat shall establish sight distance easements if necessary, based on evaluation of the AASHTO sight triangles per RMC 12.111.020.**

Response: The proposed plat would intersect with Jasper Street, along the eastern boundary of the plat at a 90° angle and so is consistent with this standard.

*24.100.100 Streets – Half-width.*

**A street lying along the boundary of a subdivision may be dedicated to a width of 30 feet (half of the right-of-way width as required by RMC 24.100.130) if it is practical to require the dedication of the other half when the adjoining property is subdivided; and, whenever there exists a dedicated half-street of an adjoining parcel, the other half shall be dedicated on the proposed plat to make the street complete. Streets lying along the boundary of a subdivision, whether dedicated by the plat or already dedicated, but not improved, shall be improved by the developer to a minimum paved width of 22 feet. These regulations shall not apply to new roads/streets to be located adjacent to unincorporated land or as otherwise determined by the public works director.**

Response: The proposed plat includes a street lying along the northern boundary of the site (Road A). A full width dedication of 54 feet is proposed, therefore meeting the requirements included in this section.

*24.100.110 Streets – Grades.*

**Streets shall conform closely to the natural contour of the land, except where a different grade has been established by the city authorities or the agency furnishing municipal services to the community. Grades shall be not less than 0.50 percent on any street and shall meet AASHTO maximum guidelines for major streets and a maximum of 12 percent for minor streets, unless otherwise approved by the public works director and the fire marshal based on the fire department’s specific apparatus needs. Changes passing through intersections shall not exceed five percent with one percent grade breaks allowed upon entry and exit.**

Response: The street grades within the plat will be 5% or less and are designed to tie into the existing street grades located at the boundaries of the site (Cayuse Drive on the west and Jasper Street on the east). The proposed plat design conforms to this standard.

*24.100.120 Streets – Intersection spacing.*

**Intersection spacing or jogs of minor streets in neighborhoods shall not be less than 125 feet from centerline to centerline of street. Intersection spacing along major streets with minor streets shall use the following table to the extent feasible based on the posted speed of the major street. Greater spacing may be required in some instances where a proposed intersection might be within the ninety-fifth percentile queues from intersections of two major streets.**

<b>Posted Speed (MPH)</b>	<b>Minimum Spacing (Feet)</b>
<b>25</b>	<b>155</b>
<b>30</b>	<b>200</b>
<b>35</b>	<b>250</b>
<b>40</b>	<b>305</b>
<b>45</b>	<b>360</b>

Response: The streets proposed within the plat are classified as minor streets and would require 25 MPH speed limits and 155 foot spacing between intersections. Cayuse Drive and Road B would be spaced 347\* feet apart. Road B and Story Avenue would be spaced 655\* feet apart. The proposal conforms to this requirement.

\*Measured from street centerline to street centerline.

*24.100.130 Streets – Width.*

**Street widths and right-of-way widths shall be as shown in the public works standards.**

Response: The proposed plat includes 54 foot wide rights-of-way. Street width of 32 feet is required on Minor (Neighborhood) Collector and Local Streets per Public Works Standards. The proposal will comply with these requirements.

*24.100.140 Roadway widths and standards.*

**All streets, not including alleys, shall be improved in accordance with the public works standards.**

Response: The proposed plat is intended to be built in accordance with all applicable Public Works standards.

*24.100.150 Rural street standards.*

**Rural street standards shall apply in the FP, AG and SAG zoning districts and elsewhere with approval from the public works director.**

Response: This standard is not applicable to this project.

*24.100.160 Street name signs.*

**Street signs corresponding in design to those adopted as standard for the city shall be installed at each intersection for convenient identification of streets. Street naming and addressing shall be consistent with Chapter 12.01 RMC.**

Response: The proposed plat is intended to conform to these street sign requirements.

*24.100.170 Alleys.*

**Alleys (public) shall not be provided within the city of Richland.**

Response: No alleys either public or private are included in this proposed plat.

*24.100.180 Sewer system requirements.*

**All proposed land division shall be provided with a complete sanitary sewer system serving each lot designed for human habitation. Design of the sewage disposal system shall be in accordance with RMC Title 17 and the public works standards.**

Response: The proposed plat is intended to be served by Richland's sewer system, via an extension along the eastern boundary of the site along the Jasper Street right-of-way.

*24.100.190 Water system requirements.*

**All new development shall be connected to the public water main to provide a potable water distribution system serving each lot designed for human habitation. Design of the water distribution system shall be in accordance with International Fire Code Standards, RMC Title 18 and the public works standards.**

Response: The proposed plat is intended to be served by Richland's domestic water system via an extension along the eastern boundary of the site along the Jasper Street right-of-way.

*24.100.200 Provision for irrigation.*

**Nonpotable irrigation facilities must be provided for every lot within any proposed residential land division in which the use of potable water is restricted pursuant to RMC 18.16.080. The irrigation distribution system (as distinguished from the separate domestic water distribution system) must be designed and installed in accordance with the public works standards and irrigation districts or irrigation purveyor's requirements, except as otherwise approved by the public works director and applicable irrigation district or irrigation purveyor.**

Response: The proposed plat is intended to be served by the Kennewick Irrigation District.

*24.100.210 Stormwater system requirements.*

**Stormwater runoff from streets, impervious areas, and other areas shall be disposed of through stormwater drainage facilities complying with RMC Title 16 and the public works standards.**

Response: Stormwater runoff facilities will be built to conform to Public Works standards and code requirements. The applicant is collaborating with the developer of the adjacent Estates at White Bluffs project to construct a shared stormwater pond on a parcel located south of and adjacent to the proposed plat. If coordination of a shared stormwater pond is not workable, then Lot 31 would be converted into a stormwater pond tract.

*24.100.220 Utility rights-of-way and easements – Required.*

**All municipal utility rights-of-way and utility easements shall be dedicated to the public and shown on the plat. Ten-foot public utility easements shall be placed adjacent to existing and proposed public street ROWs. Separate utility easements shall be located as required by the provider.**

Response: The proposed plat depicts 10 foot utility easements adjacent to all proposed streets in conformance with this standard. Additionally, the existing 100 foot East Badger Lateral Right-of-way along the westerly boundary of the plat will be retained in favor of the Kennewick Irrigation District.

*24.100.230 Easements – Watercourses.*

**Where a development is traversed by a watercourse, canal, drainage way, wasteway, channel, or stream, there shall be provided a stormwater easement, irrigation easement or drainage right-of-way conforming substantially to the lines of such watercourse, canal, drainage way, wasteway, channel, or stream, and such further width for construction and maintenance as will be adequate for the purpose.**

Response: The existing Kennewick Irrigation District Right-of-Way will be maintained across the site.

*24.100.240 Capacity for future developments.*

**The capacities and dimensions of water, sewerage, drainage, electrical, and street facilities shall be adequate to provide for the future needs of other undeveloped properties in the general vicinity. The city may share in the cost of these improvements to the extent of the difference in cost between the capacities needed to serve the development and the capacities required to serve the vicinity.**

Response: The proposed plat will conform to this standard.

*24.100.250 Blocks – Depth.*

**Except for reverse frontage lots, the width of blocks shall be sufficient to allow for two tiers of lots of depths consistent with the type of land use proposed.**

Response: No reverse frontage lots are proposed within this application and all lots meet the City's standards for lot depth.

*24.100.260 Blocks – Pedestrian pathway connections.*

**For blocks over 500 feet in length a pedestrian pathway right-of-way not less than 12 feet wide shall be provided where such a pathway is deemed essential to**

**provide circulation or access to schools, playgrounds, shopping centers, transportation lines, and other community facilities.**

Response: The configuration of the proposed plat, the existing development patterns of the adjacent subdivisions and locations of area schools, playgrounds shopping centers, transportation lines and other community facilities does not lend itself to mid-block pedestrian pathways. Therefore, this standard is not applicable to the proposed plat.

*24.100.270 Lots – Access.*

**Each lot shall be provided with satisfactory access by means of a public street or by some other legally sufficient right of access (easement) which is permanent and inseparable from the lot served subject to the provisions of RMC Title 12.**

Response: All lots within the proposed plat would have direct access to a public street.

*24.100.280 Lots – Size.*

**Lot widths and lot areas shall conform with the zoning restrictions applicable to the area within which the property may be located, except that corner lots for which side yards are required shall have extra width to permit appropriate setback from and orientation to both streets. Lot depths shall be suitable for the land use proposed.**

Response: Lots sizes within the proposed plat range from 8,001 to 14,824 square feet in area with an average lot size of 10,179 square feet. The standards in the R-1-10 zoning district require a minimum lot size of 8,000 square feet and an average lot size within the development of 10,000 square feet. The minimum lot width is 70 feet. There are four corner lots proposed, each exceeding the minimum lot depth requirement and also exceeding the average lot size requirement. Therefore, all lots within the proposed plat meet or exceed these minimum zoning standards.

*24.100.290 Lots – Shape.*

**Lots shall be as nearly rectangular as possible with side lot lines approximately at right angles or radial to street lines. Ordinarily, the ratio of width to depth shall be one to not more than two and one-fourth. Flag lots shall be discouraged unless no other practical alternative exists as determined by the review authority.**

Response: All lots within the proposed plat are generally rectangular in shape except for the cul-de-sac lots. No flag lots are proposed. So, the proposed plat conforms to this requirement.

***24.100.300 Lots – Double frontage.***

**Residential lots which have street frontage along two opposite boundaries shall be avoided except for reverse frontage lots which are essential to provide separation of residential development from traffic arterials, or to overcome specific disadvantages of topography and orientation. For such lots, there shall be an easement in favor of the city limiting access to only one street and a note stating such shall be placed on the face of the final plat map.**

Response: No double frontage lots are included in the proposed plat.

***24.100.310 Standard specifications.***

**Physical developments and improvements required by this title shall be designed and installed in accordance with public works standards and/or other specifications as determined by the public works director. Construction shall be performed subject to the inspection of the public works director or designee. The improvement intended to become part of the city system, including streets, water, electrical and sewer utilities, shall not become part of the city system until formally accepted by the city.**

Response: The proposed plat is intended to conform to these Public Works standards.

***24.100.320 Streetlights required.***

**Streetlights shall be installed by the developer in accordance with the public works standards.**

Response: The proposed plat is intended to conform to the Public Works street lighting standards.

***24.100.330 Other utilities required.***

**New electrical, telephone, and cable television lines must be placed underground, except:**

- A. Electric utility substations, pad-mounted transformers and switching facilities, and electrical service pedestals.**
- B. CATV pedestals, active and passive devices, including amplifiers and cable warning signs.**
- C. Telephone pedestals, cross connect terminals, repeaters and cable warning signs.**
- D. Temporary services for construction.**

**E. Existing overhead electric and communications lines which are not in substantial conflict with the final, approved design such that they would render lots or streets unusable.**

**F. Existing main feeder lines which are relocated.**

Response: The proposed plat is intended to conform to these utility standards.

## IV. Applicable Review Criteria – Preliminary Plat

### **B. Conformance with RMC 24.50.050 - Findings**

**Prior to approving any preliminary subdivision, the hearing examiner shall determine and make written findings of fact that the public interest will be served by the subdivision, the proposed subdivision is in conformity with all applicable development code provisions and that appropriate provisions are made for the following:**

#### **A. The public health, safety, and general welfare;**

Response: The public health, safety and general welfare would be served by approval of this proposed plat since it complies with City subdivision standards, including street width, alignment and improvement and utility and storm drainage standards. Further, the project would provide a connection between two existing city streets, resulting in improved circulation for the surrounding residential neighborhoods. Compliance with the City zoning standards concerning lot size, lot width and depth also furthers public health and safety. The project is also consistent with the City's comprehensive plan and would help to implement several plans and policies of the plan as enumerated in the previous section of this narrative.

#### **B. Open spaces;**

Response: There are several open spaces tracts immediately adjacent to and part of the proposed plat. The Kennewick Irrigation District right-of-way is located partially on the site and extends to the north and west, providing an open space corridor. A storm drainage pond will be constructed immediately south of and adjacent to the plat to serve as a storm water facility for both the project and the adjacent Estates at White Bluffs plat. An open space tract, set aside for shrubsteppe habitat of over an acre is located south of and adjacent to the plat boundary. On site, a small shrubsteppe open space tract will be provided near the eastern boundary of the site.

#### **C. Drainage ways/stormwater;**

Response: Provisions for a shared storm water pond with the adjacent Estates at White Bluffs plat are included with the proposed project. Alternatively, Lot 31 could be used as a storm drainage tract if a shared facility with the adjacent plat is not feasible. The Kennewick Irrigation District right-of-way also runs along the

western boundary of the site and will be established as a separate tract on the plat.

**D. Streets or roads, alleys, sidewalks, multi-use pathways, and other public ways;**

Response: The proposed plat layout would connect two public street segments together. Cayuse Drive to the west of the site would be extended to tie into Jasper Street on the east boundary of the site. All streets to be constructed within the plat would be designed to meet city standards for local streets, which accommodate vehicle, bicycle and pedestrian travel.

**E. Transit stops;**

Response: The Ben Franklin Transit service operates Route 10 which runs along Kennedy and Keene Roads. The nearest bus stop is located along Kennedy, near its intersection with Sirron Avenue, approximately 1,500 feet from the site.

**F. Public potable water supplies and irrigation water right-of-way and distribution facilities;**

Response: Existing city water mains are located in the Jasper Street right-of-way, near the eastern boundary of the project site and can be extended to serve the project. The Kennewick Irrigation District presently serves the orchard located on site and can provide service to future residential properties.

**G. Sanitary sewer;**

Response: City sewer mains are located within the Jasper Street right-of-way, near the eastern boundary of the site and can be extended to serve the project.

**H. Parks and recreation;**

Response: Brookstone Park is located approximately 1,400 feet east of the site.

**I. Playgrounds, schools and school grounds;**

Response: White Bluffs Elementary School is located south and east of the site, approximately 2,000 from the eastern site boundary.

**J. Sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school.**

Response: All streets within the plat would have sidewalks. The route leading from the site to White Bluffs Elementary School (east on Jasper Street, south on

Sirron Avenue, east on Tomich Avenue and south on Ruby Avenue) is fully improved with sidewalks.

## IV. Applicable Review Criteria –Preliminary Plat

### C. Conformance with RMC 19.60.095 – Required Findings

No development application for a Type II or Type III permit shall be approved by the city of Richland unless the decision to approve the permit application is supported by the following findings and conclusions:

**A. The development application is consistent with the adopted comprehensive plan and meets the requirements and intent of the Richland Municipal Code.**

Response: The proposal is consistent with the City’s comprehensive plan and would help to implement several of the City’s goals and policies as delineated in Section 1A of this document.

**B. Impacts of the development have been appropriately identified and mitigated under Chapter 22.09 RMC.**

Response: The proposal follows City codes and standards and therefore appropriately mitigates impacts to both the built and natural environments, The proposed mitigation of impacts to identified shrubsteppe habitat have been addressed in a manner that is consistent with both the State Department of Fish and Wildlife mitigation standards and with the City’s Critical Areas Ordinance. Traffic impacts will be adequately addressed through the payment of traffic mitigation fees to both the Cities of Richland and West Richland.

**C. The development application is beneficial to the public health, safety and welfare and is in the public interest.**

Response: Benefit to the public health, safety and welfare is evidenced by compliance with the City's comprehensive plan, zoning regulations, critical areas regulations, subdivision regulations and Public Works standards and the determination that the project will not likely result in significant adverse environmental impacts, through the completion of the State Environmental Policy Act process.

**D. The development does not lower the level of service of transportation facilities below the level of service D, as identified in the comprehensive plan; provided, that if a development application is projected to decrease the level of service lower than level of service D, the development may still be approved if improvements or strategies to raise the level of service above the minimum**

**level of service are made concurrent with development. For the purposes of this section, “concurrent with development” means that required improvements or strategies are in place at the time of occupancy of the project, or a financial commitment is in place to complete the required improvements within six years of approval of the development.**

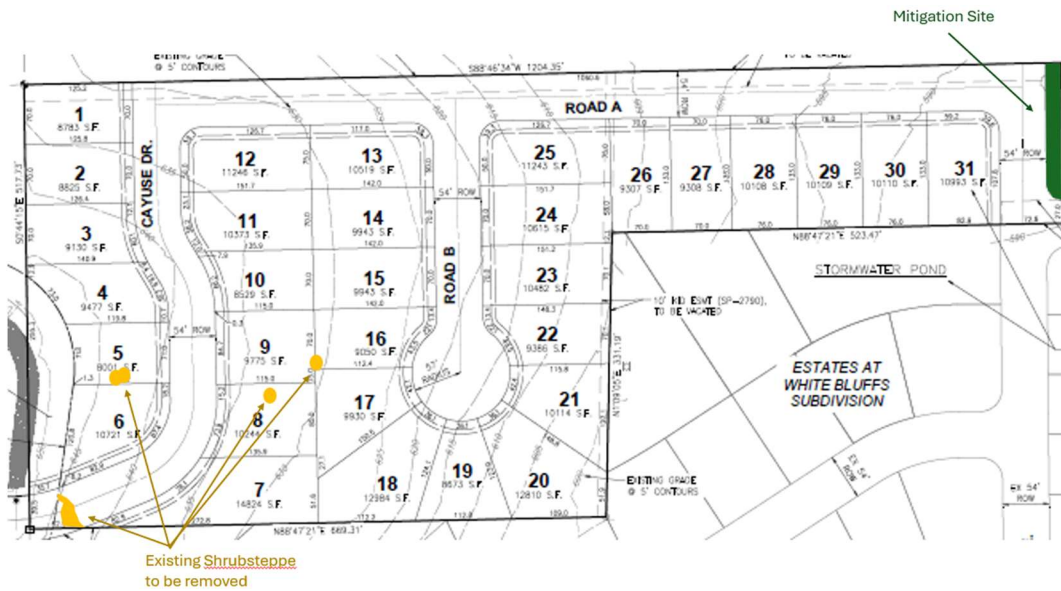
Response: The relatively small size of this project, its low density, compliance with the City’s comprehensive plan, compliance with transportation impact fee regulations, including the payment of traffic mitigation fees to the City of West Richland, and the multiple points of access and egress into and out of the site will ensure that the development does not result in any service level dropping to or below level D.

- E. Any conditions attached to a project approval are as a direct result of the impacts of the development proposal and are reasonably needed to mitigate the impacts of the development proposal.**

Response: This determination will need to be made by the City during the review of this proposal.

## V.Applicable Review Criteria – Critical Areas Ordinance

The Critical Areas report identifies 670 square feet on the site that contains shrubsteppe habitat. This habitat will be lost if the development of the project proceeds as planned. The applicant proposes to replace the 654 square feet of shrubsteppe near the southwestern corner of the site and 16 square feet (4 individual big sagebrush shrubs that are scattered over the southern half of the site), with 1,340 square feet of shrubsteppe mitigation area that would be located on the eastern boundary of the site. (Refer to figure 1 below.) This follows the 2:1 mitigation ratio for shrubsteppe replacement mandated by the State Department of Fish and Wildlife.



**Figure 1:**  
**Location of Existing Shrubsteppe**

Mitigation sequencing is required in accordance with RMC 22.10.220(A) which seeks to avoid adverse impacts to habitat functions and values and mitigate them to the extent feasible and reasonable. This proposal is consistent with the City's mitigation sequencing standards as follows:

**1. Avoiding the impact altogether by not taking a certain action or parts of actions;**

Response: The purpose of the project is to provide a single family residential development on the site. The plat is designed to conform to city standards for lot size, street width and configuration as well as developing the land in a way that follows its natural contours. The design is predicated on the extension of an existing street - Cayuse Drive, which would cross the site and tie into Jasper Street along the eastern boundary of the site. The small pocket of shrubsteppe (654 square feet, which represents .15% of the total site area) lies directly in the path of the Cayuse Drive street extension. It is not possible to extend this street without

removing this shrubsteppe. Eliminating the street extension from the plat design would eliminate the possibility of increasing traffic circulation and connectivity in this area, which is a tenant of good land use planning. The other 4 big sagebrush plants on site are so isolated as to eliminate the potential for providing useful habitat.

The Critical Areas Report prepared for this project (see attached) notes that the existing shrubsteppe in the vicinity of the site is unlikely to support any sensitive wildlife species and that no wetlands or streams are present on-site. No rare plants or ecosystems have been documented in the project vicinity by the Washington Natural Heritage Program. The report states that the site does not contain evidence of use by Blacktailed Jackrabbits, Townsend's Ground Squirrels, Sagebrush Sparrows or Ferruginous Hawks, which are the Priority Habitats and Species (PHS) associated with shrubsteppe.

The conclusion is that the shrubsteppe identified on site is of low value and that impact to shrubsteppe cannot be avoided while still meeting the purpose of the project.

**2. Minimizing impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology and engineering, or by taking affirmative steps to avoid or reduce adverse impacts;**

Response: The small size of shrubsteppe habitat and its isolation from other shrubsteppe does not provide any opportunity to leave any portion of the shrubsteppe intact. It is not possible to construct a city standard street and associated utility line extensions without eliminating this small pocket of shrubsteppe altogether. Similarly, attempting to preserve 4 individual sagebrush shrubs are impractical.

**3. Rectifying the impact by repairing, rehabilitating, or restoring the affected environment;**

Response: As noted above, the small size and isolation of the onsite shrubsteppe does not allow for opportunities to repair, rehabilitate or restore existing on site shrubsteppe.

**4. Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action;**

Response: There are no opportunities to reduce or eliminate the impact over time, as the initial construction of the project would eliminate the small isolated pockets of low-value shrubsteppe that exist on site.

**5. Compensating for the impact by replacing, enhancing, or providing similar substitute resources or environments. Preference shall be given to measures that replace the impacted functions on site or in the immediate vicinity of the impact;**

Response: This alternative is the one that is most appropriate for this project. Tract B as shown on the preliminary plat is 2,889 square feet in area, a little over twice the size of the mitigation area (1,340 square feet) that is required to meet the state's 2:1 ratio for shrubsteppe mitigation.

## Conclusion

**The submittal requirements for rezone and preliminary plat have been met. The project is consistent with and would help to implement the City's comprehensive plan; the plat has been designed to conform with city subdivision regulations and zoning code standards. Environmental impacts of the project will be adequately mitigated through the payment of traffic impact fees to both City of Richland and West Richland and the set aside of 1,370 square feet of open space for shrubsteppe mitigation satisfies the requirements of the City's Critical Area Ordinance. Both the criteria for the approval of a preliminary plat and the review of Type III applications have been met. Therefore, we respectfully request approval of the rezone to R-1-10 zoning and approval of the French Meadows Preliminary Plat.**

# Vicinity Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005

Exhibit 2

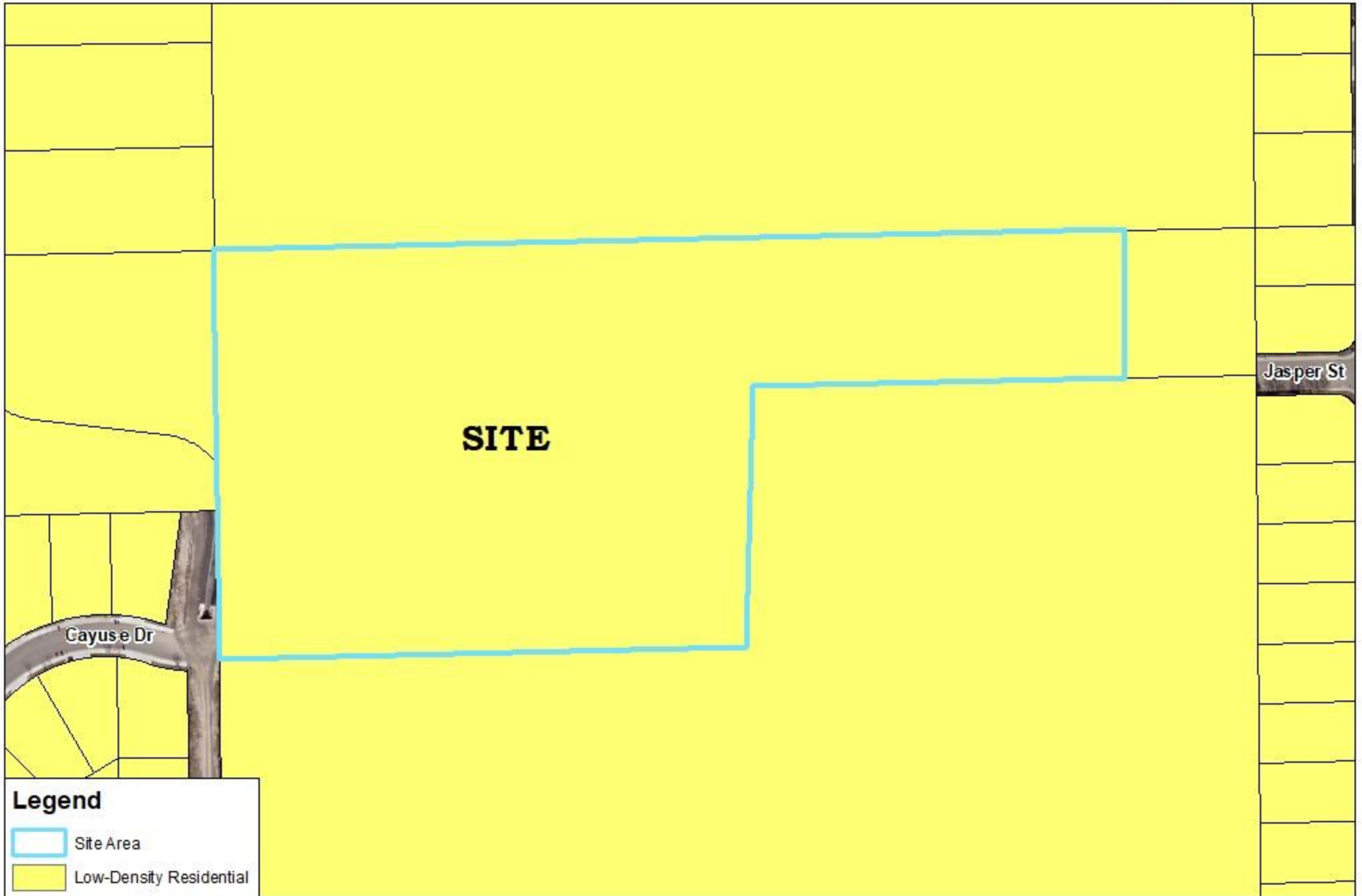
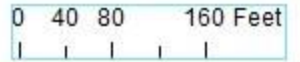


0 40 80 160 Feet



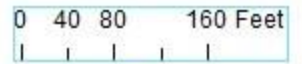
# Land Use Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



# Zoning Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005

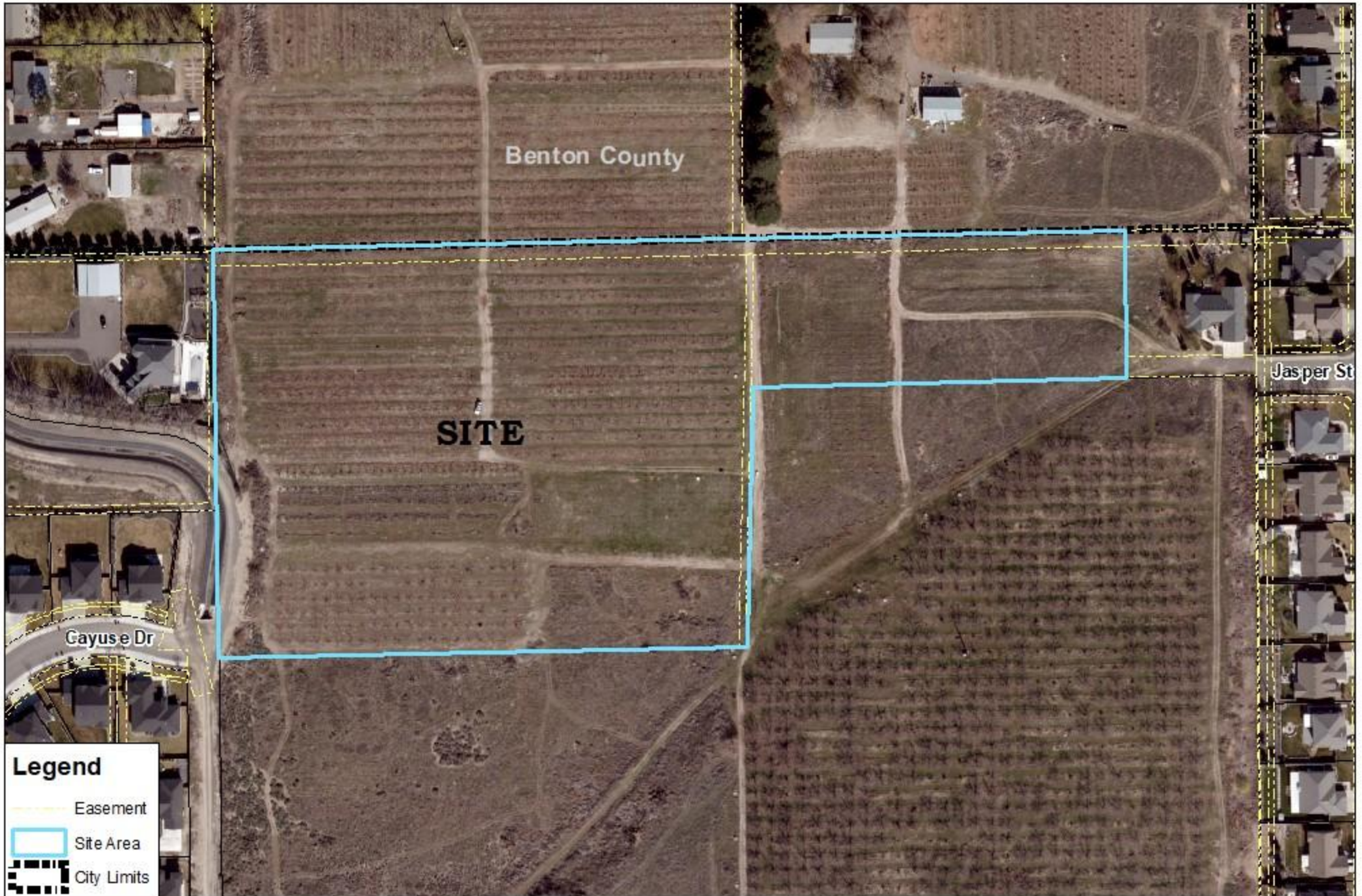


# Easement Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005

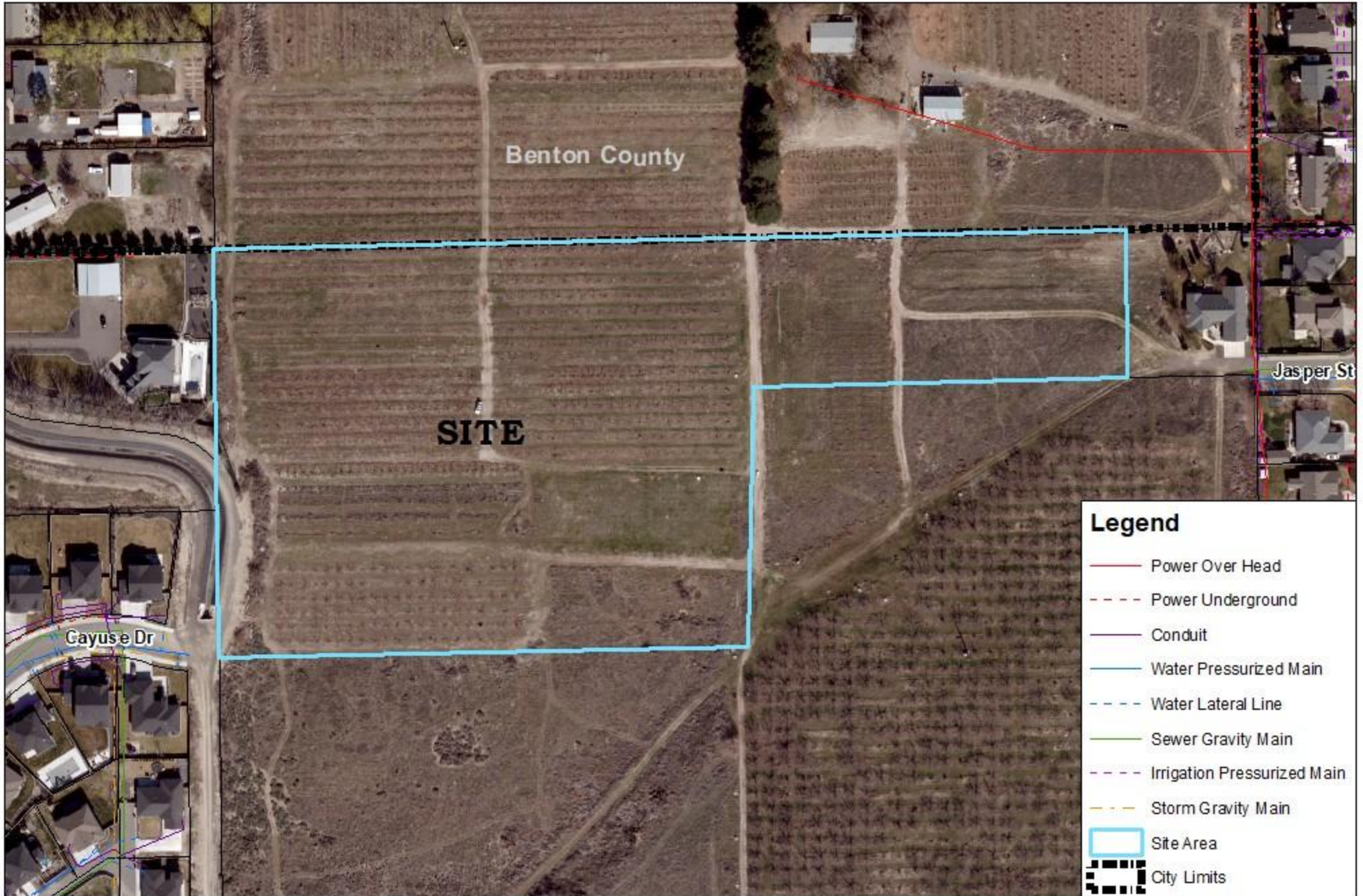
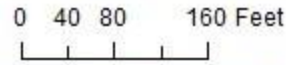


0 40 80 160 Feet



# Utility Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



# Exhibit 3



File No. PLN-T1-2025-00337

## CITY OF RICHLAND Determination of Non-Significance

**Description of Proposal:** French Meadows is a proposed plat to divide 10.3 acres into 31 single family residential lots. This proposal includes the rezoning of the site from its current SAG – Suburban Agricultural zone to an R-1-10 Single Family Residential Low Density zone. The project will require the extension of a city street across the site from Cayuse Drive on the west boundary of the site to Jasper Street on the east boundary. Improvements would include extension of city water, sewer and power services, and irrigation water provided by the Kennewick Irrigation District. An on-site storm water pond would be constructed on-site or on the adjacent property to the south.

**Proponent:** Josh Blankenship  
French Meadows Development LLC  
5606 South Toro Road  
Kennewick, WA 99338

**Location of Proposal:** The site is generally east of Dallas Road, west of Sirron Avenue, south of Kennedy Road and north of I-182. The address is 4450 Jasper Street and the Benton County Assessor Parcel Number is 120981012790001.

**Lead Agency:** City of Richland

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

( ) There is no comment for the DNS.

( ) This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for fourteen days from the date of issuance.

(X) This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

**Responsible Official:** Mike Stevens  
**Position/Title:** Planning Manager

**Address:** 625 Swift Blvd., MS #35, Richland, WA 99352

**Date:** December 29, 2025

**Signature**  \_\_\_\_\_

# SEPA<sup>1</sup> Environmental Checklist

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<sup>1</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance>

# Purpose of checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

## Instructions for applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use “not applicable” or “does not apply” only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

## Instructions for lead agencies

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

## Use of checklist for nonproject proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the Supplemental Sheet for Nonproject Actions (Part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in “Part B: Environmental Elements” that do not contribute meaningfully to the analysis of the proposal.

### A. Background

[Find help answering background questions?](#)

#### 1. Name of proposed project, if applicable:

The Preliminary Plat of French Meadows

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<sup>2</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background>

**2. Name of applicant:**

Josh Blankenship

**3. Address and phone number of applicant and contact person:**

Josh Blankenship  
French Meadows Development LLC  
5606 South Toro Road  
Kennewick, WA 99338  
(509) 531-7062  
[Blankenship\\_homes@yahoo.com](mailto:Blankenship_homes@yahoo.com)

Peter Harpster  
Harpster Land Development  
5804 Road 90, Suite C  
Pasco, WA 99301  
(509) 212-9595  
[peter@harpsterld.com](mailto:peter@harpsterld.com)

**4. Date checklist prepared:**

October, 2025

**5. Agency requesting checklist:**

City of Richland

**6. Proposed timing of schedule (including phasing, if applicable):**

Construction of project to begin in spring, 2026, following project approvals.

**7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.**

Site grading permits to be issued by Richland Development Services. Construction permits for street and utility extensions to be issued by Richland Public Works Department. Following construction of the plat, building permits will be required for the construction of single family homes, which will be filed by others.

**8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.**

A Critical Areas Report for Wetlands and Wildlife Conservation Areas has been prepared. A copy is included with the application packet.

**9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.**

No other applications are pending.

**10. List any government approvals or permits that will be needed for your proposal, if known.**

City of Richland to approve rezone and preliminary plat applications, construction stormwater general permit (CSWGP), grading permits, ROW permits and final plat approvals.

**11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you**

**to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)**

French Meadows is a proposed plat to divide 10.3 acres into 31 single family residential lots. This proposal includes the rezoning of the site from its current SAG – Suburban Agricultural zone to an R-1-10 Single Family Residential Low Density zone. The project will require the extension of a city street across the site from Cayuse Drive on the west boundary of the site to Jasper Street on the east boundary. Improvements would include extension of city water, sewer and power services, and irrigation water provided by the Kennewick Irrigation District. An on-site storm water pond would be constructed on-site or on the adjacent property to the south.

- 12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

The site is generally east of Dallas Road, west of Sirron Avenue, south of Kennedy Road and north of I-182. The address is 4450 Jasper Street and the Benton County Assessor Parcel Number is 120981012790001.

## **B.Environmental Elements**

### **1. Earth**

[Find help answering earth questions<sup>3</sup>](#)

- a. General description of the site:**

The site is on gently rolling terrain with slopes generally less than 7%. the highest elevation at approximately 645 feet is found along the western boundary of the site to approximately 580 feet along the easterly boundary.

**Circle or highlight one: Flat, **rolling**, hilly, steep slopes, mountainous, other:**

- b. What is the steepest slope on the site (approximate percent slope)?**

Approximately 7%.

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<sup>3</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-earth>

- c. **What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them, and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.**

Soil types present on-site include: Warden silt loam, 5 – 8% slopes; Warden very fine sandy loam, 2 – 8% slopes; Hezel loamy fine sand, 2 – 15%. A geotechnical engineering report will be prepared that will provide additional soil information prior to issuance of construction permits.

- d. **Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.**

There are no known indications or history of unstable soils

- e. **Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.**

The roads and lots proposed for this project have been designed to follow natural contours to limit the amount of grading needed to prepare the site for development. Grading quantities of less than 60,000 cubic yards are anticipated, with balanced cuts and fills. A specific grading plan will be prepared and submitted to the city prior to any construction activities on site.

- f. **Could erosion occur because of clearing, construction, or use? If so, generally describe.**

Erosion could occur on-site but will be minimized through the use of best management practices.

- g. **About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?**

A total of 2.74 acres would be devoted to street right-of-way, which will largely be covered (80% or more) with asphalt streets and sidewalks. Future residential lots will be improved with homes, driveways and patios that will result in approximately 40% of the total surface area covered with impervious surfaces.

- h. **Proposed measures to reduce or control erosion, or other impacts to the earth, if any.**

Specific erosion control measures will be delineated at the time that grading and construction permits are issued for the project but will likely include silt fencing, soil stabilization, watering of the site with water trucks and installation of construction entrances.

## 2. Air

[Find help answering air questions<sup>4</sup>](#)

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<sup>4</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-Air>

- a. **What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.**

During construction, equipment will generate dust and large vehicle emissions. Following completion of construction, emissions typical of residential use will likely include vehicle emissions, gas powered tool emissions and barbeques.

- b. **Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.**

None are known to exist.

- c. **Proposed measures to reduce or control emissions or other impacts to air, if any:**

Dust control measures will be implemented in accordance with Benton Clean Air Authority standards, including items such as site watering, controlling vehicle routes through the site and limiting construction activities on windy days.

### 3. Water

[Find help answering water questions<sup>5</sup>](#)

- a. **Surface:**

[Find help answering surface water questions<sup>6</sup>](#)

1. **Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

No water bodies are present on-site or in the vicinity of the site.

2. **Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

Not applicable

3. **Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**

Not applicable.

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<sup>5</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water>

<sup>6</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Surface-water>

- 4. Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known.**

No surface water withdrawals or diversions are proposed.

- 5. Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.**

No, the site is located outside of any identified floodplain.

- 6. Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.**

No waste materials will be discharged to surface waters.

**b. Ground:**

[Find help answering ground water questions<sup>7</sup>](#)

- 1. Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give a general description, purpose, and approximate quantities if known.**

No ground water withdrawals are proposed. Domestic water would be provided from the City of Richland municipal water system and irrigation water would be provided from the Kennewick Irrigation District canal that is located on the western boundary of the site.

- 2. Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.**

No septic systems or other waste materials would be discharged on site. City sewer mains would be extended to serve new residential development.

**c. Water Runoff (including stormwater):**

- 1. Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.**

Proposed development including streets, sidewalks, driveways and home will create impervious surfaces and increase storm water runoff. A drainage system will be installed across the site along roadways, collected and routed to a storm water pond to be located either on-site or on the adjacent parcel to the south. Pervious runoff will continue to be generated from the natural drainage patterns of the site.

- 2. Could waste materials enter ground or surface waters? If so, generally describe.**

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<sup>7</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Groundwater>

Not likely. Soil types are well drained and over 80 inches deep. Development of adjacent properties in the immediate vicinity has not resulted in any known ground water contamination issues and the site is far from the nearest surface water

**3. Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.**

General storm drainage patterns in the area will remain unaffected. The proposed development will cause on-site runoff to follow the proposed street system.

**d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:**

Storm water runoff generated from the proposed development will be collected and routed to an infiltration system that will be located either on-site or on the adjacent property along the southern boundary of the site. Stormwater disposal will be required to meet existing state and City regulations for water quality and quantity. Engineered plans will be submitted to the City of Richland for review and approval.

## 4. Plants

[Find help answering plants questions](#)

**a. Check the types of vegetation found on the site:**

- deciduous tree: alder, maple, aspen, other
- evergreen tree: fir, cedar, pine, other
- shrubs
- grass
- pasture
- crop or grain
- orchards, vineyards, or other permanent crops.
- wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- water plants: water lily, eelgrass, milfoil, other
- other types of vegetation

**b. What kind and amount of vegetation will be removed or altered?**

All existing vegetation would be removed from the site.

**c. List threatened and endangered species known to be on or near the site.**

No threatened or endangered species are known to exist on-site, although a small amount of shrubsteppe exists on site, which is classified by the State Department of Fish and Wildlife as a Priority Habitat and Species (PHS). There are 670 square feet of shrub existing on site, according to a Critical Areas Report prepared by GC Environmental, LLC, July 2025. (See attached report.)

**d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.**

In accordance with Washington State Department of Fish and Wildlife ratios for shrubsteppe mitigation, (2:1) a total of 1,340 square feet are proposed be planted with shrubsteppe to mitigate the impacts of the development.

**e. List all noxious weeds and invasive species known to be on or near the site.**

The Critical Areas Report references the presence of noxious weeds and non-native plants on-site.

## 5. Animals

[Find help answering animal questions<sup>8</sup>](#)

**a. List any birds and other animals that have been observed on or near the site or are known to be on or near the site.**

Examples include:

- **Birds:** hawk, heron, eagle, songbirds, other:
- **Mammals:** deer, bear, elk, beaver, other: rodents, such as mice, voles, moles
- **Fish:** bass, salmon, trout, herring, shellfish, other:

**b. List any threatened and endangered species known to be on or near the site.**

The Critical Areas Report noted the association between shrubsteppe habitat and several threatened species. The report evaluated Black-Tailed Jackrabbit (State Candidate Species, Townsend's Ground Squirrel (State Candidate Species), Sagebrush Sparrow (State Candidate Species) and Ferruginous Hawk (State Endangered Species). In no case did the report note the presence of any of these species on or near the site.

**c. Is the site part of a migration route? If so, explain.**

Yes, the Columbia Basin is a part of the Pacific Flyway.

**d. Proposed measures to preserve or enhance wildlife, if any.**

No measures to preserve or enhance wildlife are proposed.

**e. List any invasive animal species known to be on or near the site.**

None were noted in either the Critical Areas Report or on the State Department of Fish and Wildlife website.

## 6. Energy and natural resources

[Find help answering energy and natural resource questions<sup>9</sup>](#)

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<sup>8</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-5-Animals>

<sup>9</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-6-Energy-natural-resou>

- a. **What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**

Electrical energy and/or natural gas will be used to meet the energy requirements of the project. Primary energy needs will be home heating and cooling.

- b. **Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**

No impacts to the potential solar energy use of adjacent properties are anticipated, given the building setback and building height standards that the City of Richland imposes on single family residential construction.

- c. **What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.**

All new construction will meet current building and energy code requirements established by the State of Washington.

## 7. Environmental health

[Health Find help with answering environmental health questions](#)<sup>10</sup>

- a. **Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur because of this proposal? If so, describe.**

Risks of environmental health hazards created by single family residential development are generally low. Future residential buildings would be subject to fire, although risks associated with new residential construction are very low.

1. **Describe any known or possible contamination at the site from present or past uses.**

No sources of contamination on site are known to exist.

2. **Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**

None are known to exist on site.

3. **Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.**

During construction, heavy equipment will use diesel fuel. Following construction, some percentage of homeowners may store small quantities of hazardous chemicals on site such as fuel for lawnmowers, chemical fertilizers, pesticides, paints, thinners, etc.

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<sup>10</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-7-Environmental-health>

**4. Describe special emergency services that might be required.**

Residential land use generates few demands for special emergency services.

**5. Proposed measures to reduce or control environmental health hazards, if any.**

Construction of the project will require installation of fire hydrants and compliance with building and fire codes that are designed to reduce the potential for fire.

**b. Noise**

**1. What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?**

Noise typically associated with existing residential development in the area is present on site.

**2. What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?**

During construction, noise generated by the operation of heavy equipment and construction activities will be present. Following construction, noises associated with typical single family development would be present, such as traffic, playing music or kids playing outdoors. During construction, workers would be subject to state and local noise standards and hours of operation (7:00 a.m. to 9:00 p.m.)

**3. Proposed measures to reduce or control noise impacts, if any:**

Beyond compliance with existing noise regulations, no mitigation measures are needed.

## **8. Land and shoreline use**

[Find help answering land and shoreline use questions<sup>11</sup>](#)

**a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.**

Part of the site is currently operated as a commercial orchard, while the remainder is undeveloped. The proposed single family residential development would match the type and density of residential development that is located immediately to the west and east of the site. Additional single family residential development is proposed on the adjacent property to the south (The Estates at White Bluffs).

**b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses because of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?**

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<sup>11</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-8-Land-shoreline-use>

Approximately 7.5 acres of the site are under orchard production, while the remainder of the site lies fallow. The site is located within the corporate boundaries of the City of Richland and falls within the City's Urban Growth Area. No portion of the site is designated as agricultural or forest lands of long-term commercial significance.

**1. Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how?**

Land immediately north of the site is developed with an orchard and is currently under production. Operation of the adjacent orchard will not require access equipment to cross the site. Current orchard operations are largely surrounded by residential neighborhoods and operate in a manner to reduce land use conflicts. The adjacent property also falls within Urban Growth boundaries and will likely be converted to residential uses at some future point.

**c. Describe any structures on the site.**

There are no structures on the site.

**d. Will any structures be demolished? If so, what?**

No

**e. What is the current zoning classification of the site?**

Current zoning is SAG – Suburban Agriculture. The site is proposed to be rezoned to R-1-10 Low Density Residential.

**f. What is the current comprehensive plan designation of the site?**

Low Density Residential

**g. If applicable, what is the current shoreline master program designation of the site?**

Not applicable

**h. Has any part of the site been classified as a critical area by the city or county? If so, specify.**

Richland's ordinance classifies PHS habitats and species as identified by the State Department of Fish and Wildlife as critical areas. One of these is Shrubsteppe. There are a total of 670 square feet of shrubsteppe located within the site. (Refer to the attached Critical Areas Report.)

**Approximately how many people would reside or work in the completed project?**

Approximately 78 persons would reside in the completed project (2.5 persons/home).

**i. Approximately how many people would the completed project displace?**

No one would be displaced by the project.

**j. Proposed measures to avoid or reduce displacement impacts, if any.**

No mitigation measures are needed.

- k. **Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.**

The proposed rezoning of the site is consistent with both the comprehensive plan designation for the property and is consistent with the type and density of the single family residential development that is located within the vicinity of the site.

- l. **Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:**

No mitigation measures are proposed.

## 9. Housing

[Find help answering housing questions<sup>12</sup>](#)

- a. **Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.**

The project would result in 31 units of middle income housing.

- b. **Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.**

No housing would be eliminated.

- c. **Proposed measures to reduce or control housing impacts, if any:**

No mitigation measures are needed.

## 10. Aesthetics

[Find help answering aesthetics questions<sup>13</sup>](#)

- a. **What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?**

Zoning codes restrict the height of a single family residence to 30 feet. Building exteriors have not yet been determined but would likely be typical of other single family homes in the City.

- b. **What views in the immediate vicinity would be altered or obstructed?**

Existing orchard views would be replaced with views of single family homes.

- c. **Proposed measures to reduce or control aesthetic impacts, if any:**

New home construction will be required to meet city codes for building height, setbacks, lot coverage and landscaping.

## 11. Light and glare

[Find help answering light and glare questions<sup>14</sup>](#)

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<sup>12</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-9-Housing>

<sup>13</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-10-Aesthetics>

- a. **What type of light or glare will the proposal produce? What time of day would it mainly occur?**

The project will be built to comply with City street lighting standards. Outdoor residential lighting will vary by property owner preference and compliance with City outdoor lighting standards.

- b. **Could light or glare from the finished project be a safety hazard or interfere with views?**

It is not anticipated that the project would result in detrimental light or glare impacts.

- c. **What existing off-site sources of light or glare may affect your proposal?**

None are known.

- d. **Proposed measures to reduce or control light and glare impacts, if any:**

New construction will comply with the City's adopted outdoor lighting standards.

## 12. Recreation

[Find help answering recreation questions](#)

- a. **What designated and informal recreational opportunities are in the immediate vicinity?**

There are a number of recreational facilities in the area, including: Brookline Park, approximately 1,400 feet east of the site; playgrounds and fields at the White Bluffs Elementary School, approximately 2,000 feet southeast of the site; The Keene Road walking trail, approximately ½ mile north of the site and hiking trails at both Badger Mountain and Candy Mountain.

- b. **Would the proposed project displace any existing recreational uses? If so, describe.**

No existing recreational uses would be displaced.

- c. **Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:**

The project will be required to pay park mitigation fees to provide funding for the expansion of the City's park system.

## 13. Historic and cultural preservation

[Find help answering historic and cultural preservation questions](#)<sup>15</sup>

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<sup>14</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-11-Light-glare>

- a. **Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.**

There are no buildings on site.

- b. **Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.**

There are no landmarks, features, or other evidence of Indian or historic use/occupation. Per the Department of Archaeology and Historic Preservation (DAHP) WISAARD maps, the site is within areas varying from “Survey Contingent upon Project Parameters: Moderately Low Risk” to “Survey Highly Advised: High Risk” for finding archaeological resources and artifacts. However, these designations are based on a predictive model, and the entire Columbia basin falls within “Low” and “Very High” risk areas.

- c. **Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.**

The Department of Archaeology and Historic Preservation (DAHP) WISAARD maps were used.

- d. **Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.**

Upon discovery of potential or known archaeological resources at the subject property, the developer, contractor, and/or other parties involved shall immediately cease all onsite construction, act to protect the potential/known resources, and immediately notify the City of the discovery.

## 14. Transportation

[Find help with answering transportation questions](#)<sup>16</sup>

- a. **Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.**

The site is accessed from Cayuse Drive on the west and Jasper Street on the east. The proposed development would connect these two streets, thereby providing a connection that would improve circulation within this neighborhood.

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<sup>15</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-13-Historic-cultural-p>

<sup>16</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-14-Transportation>

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

The site is not presently served by public transit. The nearest transit stop operated by Benton Franklin Transit is approximately 1,500 feet north of the site on Kennedy Road.

- c. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle, or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).**

New streets will be built on site to service the proposed residential lots. The present end of Cayuse Drive will be extended easterly across the site to tie into Jasper Street. Additionally, a short cul-de-sac street would extend in a north-south direction in the central portion of the site. All proposed streets would be public and would be constructed to City standards for local streets.

- d. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

No.

- e. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?**

A Transportation Impact Analysis was completed by PBS, dated April 14, 2025, for the adjacent Estates at White Bluffs plat. That analysis is relevant to this project given that the site is located immediately adjacent to and north of the Estates at White Bluffs plat; both projects are identical in terms of land use type and density and traffic generated from both projects will impact the same intersections. Both plats would access Dallas Road from Cowlitz Boulevard and would access Kennedy Road from Sirron Avenue. The PBS study used ITE land use code 210 was for single-family residential development. Per this land use, the proposed 31 lots of the French Meadows project will generate 320 average daily trips, with 6 a.m. and 8 p.m. peak hour trips.

- f. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.**

The project will not interfere with or be affected by the movement of agricultural or forest products.

- g. Proposed measures to reduce or control transportation impacts, if any:**

The project will incrementally increase traffic on the surrounding collector and arterial streets and will be subject to the payment of traffic mitigation fees to the City of Richland in accordance with the City's mitigation fee schedule. Incremental impacts will also accrue to streets maintained by the City of West Richland. The applicant proposes to enter into an agreement with the City of West Richland to pay its proportionate share of the project's impacts to the West Richland street system.

## 15. Public services

[Find help answering public service questions<sup>17</sup>](#)

- a. **Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.**

Residential development of the site will incrementally increase demands for public services including fire and police protection, schools, parks, streets and public transit.

- b. **Proposed measures to reduce or control direct impacts on public services, if any.**

Residential development will require the payment of traffic and park mitigation fees to the City of Richland. Additionally, as the value of the property increases with development, tax revenues used to support public services will also increase.

## 16. Utilities

[Find help answering utilities questions<sup>18</sup>](#)

- a. **Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other: irrigation water**

- b. **Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.**

Residential development on site will require domestic water, sanitary sewer and electrical power to be supplied by the City of Richland. Irrigation water will be supplied by the Kennewick Irrigation District.

## C. Signature

[Find help about who should sign<sup>19</sup>](#)

**The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.**

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<sup>17</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-15-public-services>

<sup>18</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-16-utilities>

<sup>19</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>

A handwritten signature in black ink, appearing to read 'Peter Harpster', written over a light gray rectangular background.

X \_\_\_\_\_

**Type name of signee:** Peter Harpster

**Position and agency/organization:** Harpster Land Development

**Date submitted:** October 15, 2025

# NOT APPLICABLE

## D. Supplemental sheet for nonproject actions

[Find help for the nonproject actions worksheet<sup>20</sup>](#)

**Do not** use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

- 1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

- **Proposed measures to avoid or reduce such increases are:**

- 2. How would the proposal be likely to affect plants, animals, fish, or marine life?**

- **Proposed measures to protect or conserve plants, animals, fish, or marine life are:**

- 3. How would the proposal be likely to deplete energy or natural resources?**

- **Proposed measures to protect or conserve energy and natural resources are:**

- 4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

- **Proposed measures to protect such resources or to avoid or reduce impacts are:**

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<sup>20</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

**5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

- **Proposed measures to avoid or reduce shoreline and land use impacts are:**

**6. How would the proposal be likely to increase demands on transportation or public services and utilities?**

- **Proposed measures to reduce or respond to such demand(s) are:**

**7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.**

# Exhibit 4

## CITY OF RICHLAND PLANNING DIVISION

625 Swift Boulevard, MS-35  
Richland, WA 99352  
(509) 942-7794



### **NOTICE OF APPLICATION, PUBLIC HEARING, AND OPTIONAL DNS (PLN-T3A-2025-00003, PLN-T3-2025-00005 & PLN-T1-2025-00337)**

**Notice** is hereby given that Rick Simon of RPS Planning Consultant LLC has filed rezone and preliminary plat applications to: 1) rezone the project site from SAG (Suburban Agriculture) to Low Density Residential (R-1-10) reflecting the City's Comprehensive Plan Land Uses, and 2) subdivide an approximately 10+ acre site into 31 new residential lots and multiple tracts (French Meadows Preliminary Plat).

**Project Site:** The project site is located at 4450 Jasper Street, which is approximately 322- feet west of the intersection of Sirron Ave and Jasper St. and approximately 78-feet east from the end of Cayuse Drive (Parcel #120981012790001).

**Public Hearing:** The City of Richland Hearing Examiner will conduct a public hearing and review of the application on Monday, January 12, 2026 at 6:00pm in City Hall, 625 Swift Boulevard. All interested parties are invited to participate in the public hearing.

**Environmental Review:** The proposal is subject to environmental review. The City of Richland serving as the lead agency under the State Environmental Policy Act (SEPA), has reviewed and evaluated the proposed project for probable adverse environmental impacts. The City anticipates issuing a Determination of Non-Significance (DNS) under WAC 197-11-355. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related information are available for review at <https://www.richlandwa.gov/business/land-use>.

**Public Comment:** Any person desiring to express their views or to be notified of any decisions pertaining to this application should notify Ryan Nelson, Senior Planner, 625 Swift Boulevard, MS-35, Richland, WA 99352. Comments may be emailed to [planning@ci.richland.wa.us](mailto:planning@ci.richland.wa.us).

**Comment Period Starts:** December 14, 2025

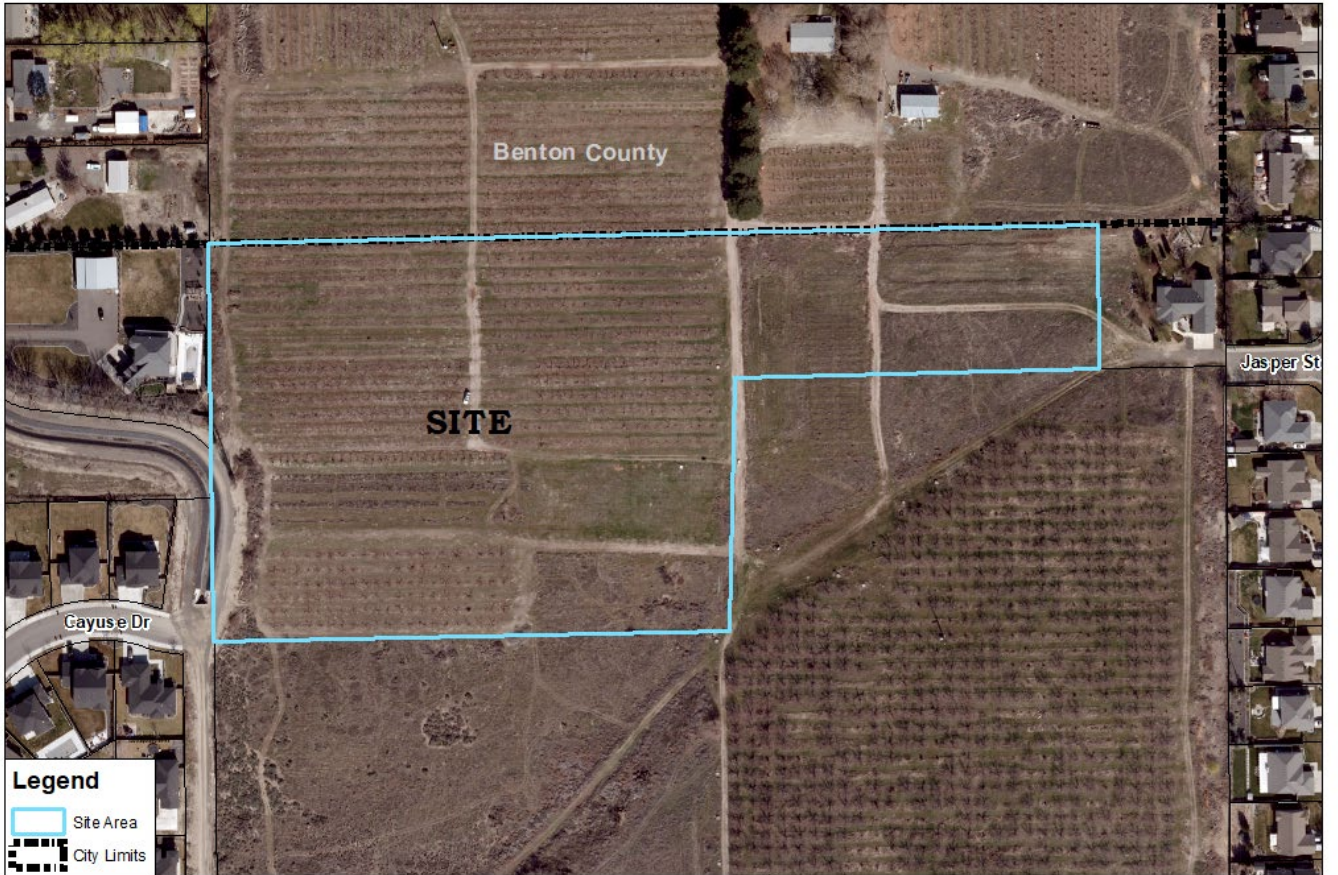
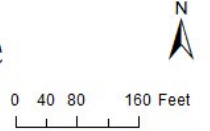
**Comment Period Ends:** January 12, 2026 at 6:00 PM

Written comments must be received no later than 5:00 p.m. on Friday, January 02, 2026, to be incorporated into the staff report. Comments received after that time will be entered into the record during the hearing.

**Appeal:** The application will be reviewed in accordance with the regulations in RMC Title 23 Zoning and Title 19 Development Regulations Administration. Appeal procedures of decisions related to the above referenced applications are set forth in RMC Chapter 19.70. Contact the Richland Planning Division at the above referenced address with questions related to the available appeal process.

# Vicinity Map

Item: 4450 Jasper St - Preliminary Plat & Rezone  
Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



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**AFFIDAVIT OF POSTING**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF BENTON )

COMES NOW, **Ryan Nelson**, who, being first duly sworn upon oath deposes and says:

1. I am an employee in the Planning Division of the Development Services Department for the City of Richland.
2. On the 15th day of December, 2025, I posted the attached NOTICE OF PUBLIC HEARING, File Numbers PLN-T3A-2025-00003 and PLN-T3-2025-00005 (Preliminary Plat and Rezone for French Meadows) at the following location:

Facing west beyond the end of Cayuse Drive.

*Ryan Nelson*  
Signed: Ryan Nelson

SIGNED AND SWORN to before me this 15th day of December, 2025, by Ryan Nelson.



*Jodi Hogan*  
Signature of Notary

Jodi Hogan  
Printed Name

Notary Public in and for the State of Washington,

Residing in 625 Swift Blvd

My appointment expires: 9-17-28

AFFIDAVIT OF POSTING  
(Master File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005)

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**AFFIDAVIT OF MAILING**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF BENTON )

COMES NOW, Jodi Hogan, who, being first duly sworn upon oath deposes and says:

1. I am an employee in the Planning & Development Department for the City of Richland.
2. On the 16th day of December 2025 I mailed a copy of the attached NOTICE OF APPLICATION, PUBLIC HEARING, AND OPTIONAL DNS (PLN-T3A-2025-00003, PLN-T3-2025-00005 & PLN-T1-2025-00337) to the attached list of individuals via regular USPS or email on the date indicated above.

Jodi Hogan  
Signed Jodi Hogan

SIGNED AND SWORN to before me this 16th day of December, 2025 by



Jennifer Rogers  
Notary Public in and for the State of Washington,  
Jennifer Rogers  
Print Name  
Residing at Kennewick, WA  
My appointment expires: 3/1/2028

AFFIDAVIT OF MAILING - 1  
Notice of Closed Record Hearing attached.  
Address list attached.

**CITY OF RICHLAND**  
**PLANNING DIVISION**

625 Swift Boulevard, MS-35  
Richland, WA 99352  
(509) 942-7794



**NOTICE OF APPLICATION, PUBLIC HEARING, AND OPTIONAL DNS  
(PLN-T3A-2025-00003, PLN-T3-2025-00005 & PLN-T1-2025-00337)**

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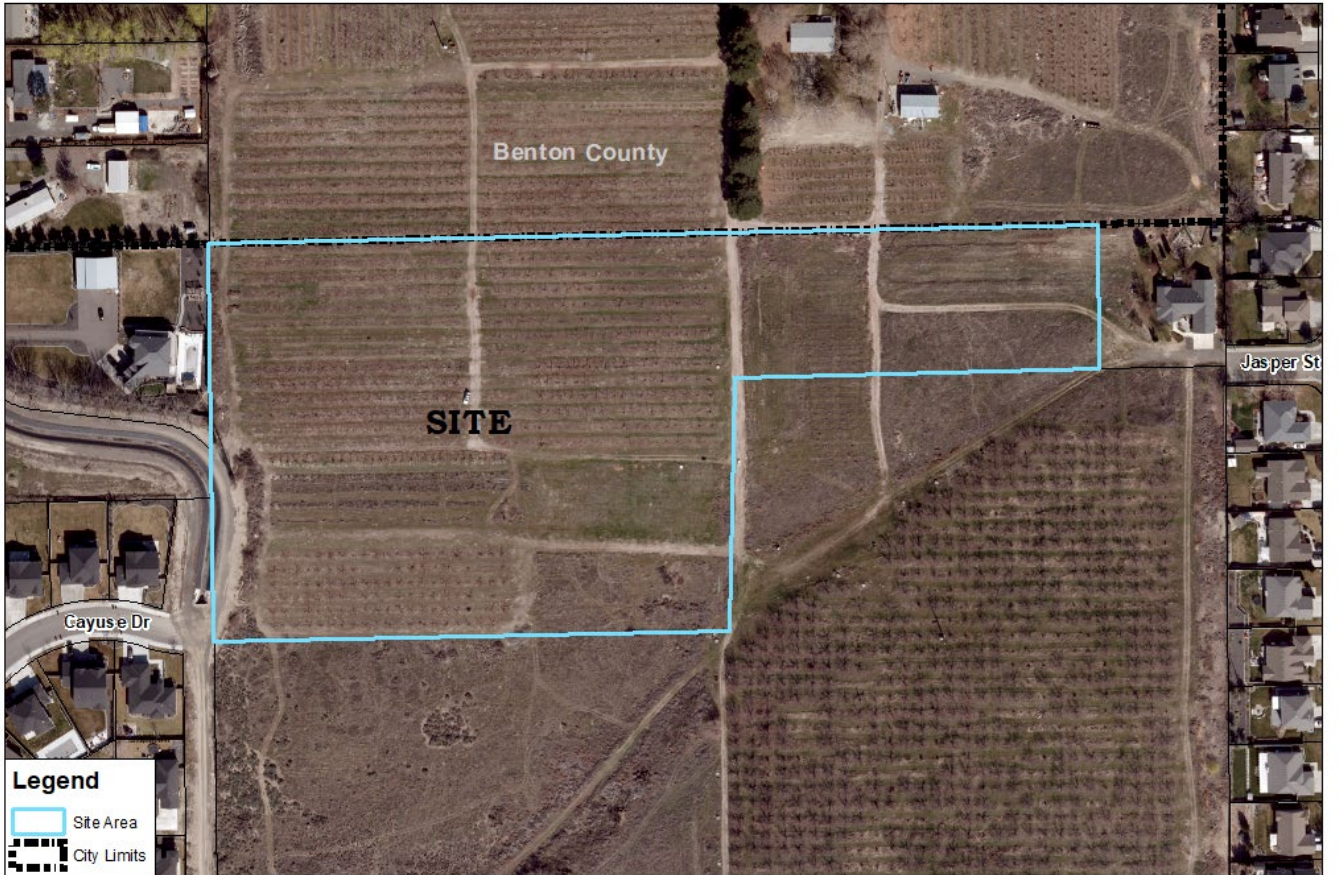
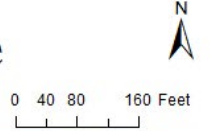
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Applicant: Rick Simon, RPS Planning Consultant LLC  
File #: PLN-T3A-2025-00003 & PLN-T3-2025-00005



owner	addr_line1	addr_city	addr_state	addr_zip
MATHESON JOHN R & ANGELA R	4680 RAU ST	RICHLAND	WA	99352-7831
ATENCIO GREG A & JULIANNE H	889 CAYUSE DR	RICHLAND	WA	99352
BLANC MICHAEL & KAYLIE	4701 TULALIP CT	RICHLAND	WA	99352
BROADBENT KYLE D & AMY E	901 CAYUSE DR	RICHLAND	WA	99352
BROUSSARD KAILAH DENEE & MICHAEL JOSEPH	961 SIRRON AVE	RICHLAND	WA	99352
CARROLL THOMAS E	955 SIRRON AVE	RICHLAND	WA	99352
CHUNN CALVIN B & KAYLEE E	916 CAYUSE DR	RICHLAND	WA	99352
FOSTER JAMES LEONARD & LUCINDA DONNETTE	4851 RAU LN	RICHLAND	WA	99352
FRENCH RAYMOND P & FRENCH THOMAS C	900 HARVEST LN PR NE	RICHLAND	WA	99352
FRENCH ROBIN W	955 HARVEST LN PR NE	RICHLAND	WA	99352
FRENCH THOMAS C & PAULETTE C	4408 JASPER ST	RICHLAND	WA	99352
HARRIS JOHN R & SARAH L	877 CAYUSE DR	RICHLAND	WA	99352
HEATON KEVIN M & JILL	4880 RAU LANE	RICHLAND	WA	99352
KASPAREK STEVEN J & DEBRA S	876 BRETZ PR	RICHLAND	WA	99352
KIRBY NICOLE R	1023 SIRRON AVE	RICHLAND	WA	99352
KNIGHT RANAE JOY	928 CAYUSE DR	RICHLAND	WA	99352
LEDFORD ANDREW & BETH	1075 SAMISH DR	RICHLAND	WA	99352
LITE III DONALD J & KIMBERLY	1087 SAMISH DRIVE	RICHLAND	WA	99352
LOPEZ LUIS & CHRISTINA	1416 S OLYMPIA PL	KENNEWICK	WA	99337
MASSIE ROBERT G & VALERIE L	888 BRETZ RD	RICHLAND	WA	99352
MOORE WILLIAM R & JUDY M	1007 SIRRON AVE	RICHLAND	WA	99352
NIELSEN CHRISTOPHER	989 SIRRON AVE	RICHLAND	WA	99352
OWENS NEKI	1015 SIRRON AVE	RICHLAND	WA	99352
QIN CHUAN & ZHU QIMEI	4750 SIOUX CT	RICHLAND	WA	99352
SMITH DONALD K & SUSAN F	967 SIRRON AVE	RICHLAND	WA	99352-7740
SOULAMI AYOUB & HRAM ASMAE	880 CAYUSE DR	RICHLAND	WA	99352
VELASCO MICHELLE J & CHRISTIAN	864 N BRETZ PR NE	RICHLAND	WA	99352
WEBB CURTIS J & MELISSA R	900 CAYUSE DRIVE	RICHLAND	WA	99352
WITT MORGAN F & ALEXANDRA A	4708 TULALIP CT	RICHLAND	WA	99352
ZIMMERMANN JONATHAN & BARBARA	975 SIRRON AVE	RICHLAND	WA	99352

## AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Cols	Depth
51422	IPL0297829	Legal Ad - IPL0297829	2026.01.12 HE PHN PLN-T3A-2025-00003, PLN-T3	1.0	71.0L

ATTENTION: CITY OF RICHLAND/LEGALS IP

325 SWIFT BLVD. MS-11

RICHLAND, WA 99352

anderson@ci.richland.wa.us;tolark@ci.richland.wa.us;purchasing@ci.richland.wa.us

**CITY OF RICHLAND  
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 (PLN-T3A-2025-00003, PLN-T3-2025-00005 & PLN-T1-2025-00337)**

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PL0297829

COUNTY OF BENTON)

SS

STATE OF WASHINGTON)

the undersigned, being duly sworn, deposes and says, I am the Legals Clerk of The Tri-City Herald, a daily newspaper. That said newspaper is a local newspaper and has been approved as a legal newspaper by order of the superior court in the county in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published continually as a daily newspaper in Benton County, Washington. That the attached is a true copy as it was printed in the regular and entire issue of the Tri-City Herald and not in a supplement thereof, and that said newspaper was regularly distributed to its subscribers during all of this period.

1.0 insertion(s) published on:

12/14/25 Print

[Print Tearsheet Link](#)

[Marketplace Link](#)

*Julie Ambry*



Julie Ambry

*Mary Castro*



Sworn to and subscribed before me on

Dec 15, 2025, 2:49 PM EST



Online Notary Public. This notarial act involved the use of online audio/video communication technology. Notarization facilitated by SIGNiX®

**CITY OF RICHLAND  
NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS  
(PLN-T3A-2025-00003,  
PLN-T3-2025-00005 &  
PLN-T1-2025-00337)**

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PL0297829  
Dec 14 2025



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

### Subject

Resolution No. 2026-39, Authorizing a Consultant Agreement with RH2 Engineering, Inc. for the Comprehensive Water System Plan Update

### Department/Office

Public Works

### Ordinance/Resolution Number

2026-39

### Document Type

Resolution

### Recommended Motion

Adopt Resolution No. 2026-39, authorizing a Consultant Agreement with RH2 Engineering, Inc. for the Comprehensive Water System Plan Update.

### Summary

The City of Richland manages a public water utility that provides drinking water to customers within the City's water service area. The City of Richland routinely updates the Comprehensive Water System Plan (the "Water Plan") to analyze the existing water system and service area, forecast future water demands, develop policies and design criteria for water system operation and improvements, review staffing requirements, and develop a forecast of water capital projects and funding needs. Washington State regulations require public water utilities to prepare and submit updated Water Plans every ten (10) years. The current Water Plan is scheduled to expire in August 2027.

City staff solicited a Request for Qualifications (RFQ) process, City staff received one (1) response from RH2 Engineering, Inc. RH2 Engineering Inc. previously prepared the City's 2017 Water Plan update and has since provided ongoing technical support for the City's water utility, making them well qualified to complete the required update. A mutually agreed upon scope of work and project budget has been negotiated with RH2 Engineering, Inc. at a reasonable value to the City. Supplemental funding necessary to support the full Water Plan update is being requested under a separate Council item.

It is in the best interest of the City to execute a contract with RH2 Engineering, Inc., as it will fulfill the City's planning obligations for the responsible management of the City's water system.

Staff recommends adoption of Resolution No. 2026-39.

### Fiscal Impact

The 2026 Capital Improvement Plan approved \$300,000 for the Comprehensive Water System Plan project. Additionally, Ordinance 2026-08 will add \$120,000 in funding for this project. Combined, there will be \$420,000 in available funding, which is adequate to fully fund the Comprehensive Water System Plan, which is estimated at \$401,441, and engineering staff time for this project.

### Attachments

1. Resolution No. 2026-39
2. Proposed Agreement with RH2 Engineering, Inc. for the Water System Plan Update

**RESOLUTION NO. 2026-39**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
AUTHORIZING A CONSULTANT AGREEMENT WITH RH2  
ENGINEERING, INC. FOR THE COMPREHENSIVE WATER  
SYSTEM PLAN UPDATE.**

**WHEREAS**, the City of Richland manages a public water utility that provides drinking water to customers within the City’s water service area; and

**WHEREAS**, the City routinely updates the Comprehensive Water System Plan (the “Water Plan”) to analyze existing water system and service area, forecast future water demands, develop policies and design criteria for water system operation and improvements, review staffing requirements, and develop a forecast of water capital projects and funding needs; and

**WHEREAS**, state of Washington regulations require public water utilities to prepare and submit updated Water Plans every ten (10) years; and

**WHEREAS**, the current Water Plan is set to expire in August of 2027; and

**WHEREAS**, a competitive Request for Qualifications (RFQ) process was conducted in compliance with the City’s purchasing policies to solicit services to complete the Water Plan; and

**WHEREAS**, the City received one (1) response to the RFQ from RH2 Engineering, Inc.; and

**WHEREAS**, RH2 Engineering, Inc. prepared the City’s 2017 Water Plan update and provides periodic technical support for the City’s water utility; and

**WHEREAS**, RH2 Engineering, Inc. is well qualified to complete the required Water Plan update; and

**WHEREAS**, a scope of work and project budget have been negotiated with RH2 Engineering, Inc. at a reasonable value to the City; and

**WHEREAS**, additional funds are required to sufficiently fund the Water Plan update and are being requested under a separate Council item; and

**WHEREAS**, the City’s best interests are served by executing a consultant agreement with RH2 Engineering, Inc., to fulfill the City’s planning obligations for responsible management of the City’s water system.

**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 consultant agreement with RH2 Engineering, Inc. in the amount of \$401,441 to complete the Comprehensive Water System Plan Update.

**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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney



**AGREEMENT BETWEEN CITY AND CONSULTANT**

**Comprehensive Water System Plan Update**

This Agreement is entered into this \_\_\_\_\_ day of April, 2026 (“Effective Date”) by and between the **City of Richland** (“**City**”), a Washington municipal corporation located at 625 Swift Blvd. Richland, WA 99352, and **RH2 Engineering, Inc.** (“**Consultant**”), a Washington for-profit corporation with service at 114 Columbia Point Dr, Richland WA. 99352. **City** and **Consultant** are referred to individually herein as a “Party” and collectively herein as the “Parties.”

**WITNESSETH:**

**1. SCOPE OF WORK**

- a. Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work outlined in Exhibit A. In performing these services, Consultant shall at all times comply with all federal, state and local statutes, rules and ordinances applicable to the performance of such services. In addition, these services and all duties incidental or necessary therefore, shall be performed diligently and completely and in accordance with professional standards of conduct and performance. All services performed under this Agreement will be conducted solely for the benefit of the City and will not be used for any other purpose without written consent of the City.
- b. This Agreement consists of this Agreement and other documents listed below. These form the entire Agreement between the Parties, and are fully integrated into this Agreement as if stated or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below (mark all that apply):
  1.  City of Richland Agreement No. \_\_\_\_\_
  2.  Exhibit A: Scope of Work
  3.  City Richland Solicitation No. 26-0007
  4.  Exhibit B: Solicitation No. 26-0007 proposal response submitted by Consultant dated January 26, 2026.
  5.  Additional Documents – Exhibit C: Fee Estimate and Exhibit D: 2026 Schedule of Rates and Charges.

**2. TIME FOR COMPLETION**

Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by January 31, 2027.

**3. TERM**

The term of this Agreement shall commence on the Effective Date identified above and end at midnight on January 31, 2027.

#### 4. PAYMENT

- a. Services rendered by Consultant under this Agreement will be paid at the rate set forth in Exhibit A Scope of Work, but in no event shall the total compensation for services rendered under this Agreement exceed **four hundred and one thousand four hundred forty-one dollars and no cents (\$401,441)**, including all fees and those reimbursable expenses listed in Exhibit A.
- b. City shall pay Consultant for services rendered after receipt of a detailed invoice. Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices.
- c. Partial payments to cover the percentage of work completed may be requested by Consultant. These payments shall not be more than one (1) per month.
- d. Pre-approved travel, meals and lodging will be reimbursed at cost and only when consultant travels at least 150 miles per one way trip. Reimbursable expenses are limited to the following: coach airfare, ground transportation (taxi, shuttle, car rental), hotel accommodations as provided below, personal or company vehicle use at the then-current federal mileage rate, and meals at the current federal per-diem meal allowance or up to the current federal per-diem with detailed receipts, no alcohol, and a 20% maximum gratuity.
  - i. Hotel accommodations: eligible lodging expenses include the room cost only; itemized receipts must be provided for hotel reimbursements.
  - ii. Hotel reimbursement is limited to the single room rate. If two or more consultants are sharing a room, reimbursement is allowable for only one consultant at the double room rate.
  - iii. The maximum reimbursement should be limited to the best discount rate available and allowable that meets traveler's business needs and basic needs for health, safety and cleanliness. Non-smoking rooms are authorized even if they are more expensive.
- e. Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.
- f. Consultant will allow access to the City, State of Washington, Federal Grantor Agency, Comptroller General of the United States, or any of their duly authorized representatives, to any books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three (3) years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this Agreement is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

#### 5. INDEPENDENT CONTRACTOR

Consultant, and any and all employees of Consultant or other persons engaged in the performance of any work or services required of Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of Consultant.

## **6. OWNERSHIP OF DOCUMENTS**

Any and all data, analyses, documents, photographs, plans, designs, drawings, specifications, surveys, films, documents, reports and other work products created, prepared, produced, constructed, assembled, made, performed, or otherwise produced by Consultant or Consultant's subcontractors for delivery to the City pursuant to this Agreement shall become the sole and absolute property of the City upon completion of the services and payment in full of all payment due to Consultant of the fees set forth in this Agreement. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which Consultant uses to perform this Agreement but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or paid for by the City is owned by Consultant and is not "work made for hire" within the terms of this Agreement. Consultant will ensure that all independent contractors have written agreements in place that transfers ownership of all Intellectual Property created by them or provided by them to the City.

The City may make or permit to be made any modifications to the plans and specifications without the prior written authorization of Consultant. The City agrees to waive any claim against Consultant arising from any unauthorized reuse of the plans and specifications, and to indemnify and hold Consultant harmless from any claim, liability or cost arising or allegedly arising out of any reuse of the plans and specifications by the City or its agent not authorized by Consultant.

## **7. TERMINATION**

- a. This Agreement may be terminated by either Party upon thirty (30) days' written notice. In the event this Agreement is terminated by Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination. In the event the City terminates this Agreement, the City shall pay Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and Consultant.
- b. If any work covered by this Agreement shall be suspended or abandoned by the City before Consultant has completed the assigned work, Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and Consultant.

## **8. AVAILABILITY OF RECORDS FOR PUBLIC INSPECTION**

- a. As a public contract, all records prepared, generated or used by Consultant or its agents, employees and subcontractors relating to this Agreement and associated work (hereinafter "public records") may be subject to disclosure under the Washington State Public Record Act, Chapter 42.56 RCW.

- b. Contractor shall maintain and retain all such public records in a manner that is readily accessible for a minimum term of no less than three (3) years following completion of the contract work. City shall have the right to timely review all such public records upon request. Contractor shall provide copies of any public records requested by City within thirty (30) calendar days of City's request. If City requests that copies of public records be provided to City in an electronic format, said records shall be provided at no cost to City. If paper copies are requested by City, City shall pay \$.10 per page. Payment for paper copies shall be rendered to Consultant within twenty (20) calendar days of receipt.
- c. All records subject to a public disclosure request will be provided to a requester unless exempted from disclosure by law. The City's decision to exempt or redact any public record shall be based only upon valid exemptions that apply to the City. City will not refrain from disclosing any record under an exemption that may be personal to Consultant. In the event Consultant objects to release of any public record under this Agreement, Consultant may seek judicial approval to prevent such disclosure at Consultant's sole expense. City shall neither aid nor interfere with Consultant's request for an injunction to prevent disclosure of any public record under this Agreement.
- d. Consultant shall insert this provision in all contracts with subcontractors or agents providing services relating to this Agreement.

## **9. DISPUTE RESOLUTION**

- a. The City and Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.
- b. All disputes between the City and Consultant not resolved by negotiation between the Parties may be arbitrated only by mutual agreement of the City and Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will resolve by legal action.

## **10. DEBARMENT CERTIFICATION**

Consultant certifies that neither Consultant nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this contract by any federal or state department or agency. Further, Consultant agrees not to enter into any arrangements or contracts related to completion of the work contemplated under this Agreement with any party that is on the "General Service Administration List of Parties Excluded from Federal Procurement or Non-Procurement Programs" which can be found at:

[www.sam.gov](http://www.sam.gov) and <https://secure.lni.wa.gov/verify/>

## **11. VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION**

In the event that either Party deems it necessary to initiate a legal action to enforce any right or obligation under this Agreement, the Parties agree that any such action shall be initiated in the Superior Court of the State of Washington situated in Benton County. The Parties agree that all questions shall be resolved by application of Washington law, and that the Parties to such action shall have the right of appeal from such decision of the Superior Court in accordance with the laws of the State of Washington. Consultant hereby consents to the personal jurisdiction of the Superior Court of the State of Washington situated in Benton County.

## **12. ATTORNEY'S FEES**

The Parties agree that should legal action be necessary to enforce any of the provisions of this Agreement, that the substantially prevailing Party will be awarded its reasonable attorney's fees and costs in action, including costs and attorney's fees on appeal if appeal is taken.

### **13. INSURANCE**

Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, or employees.

- a. No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- b. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
  1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
  2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
  3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
  4. Professional Liability, Errors or Omissions insurance appropriate to the Consultant's profession. Coverage shall be provided if Consultant is providing services under this Agreement as a licensed professional, including, but not limited to, engineers, architects, accountants, surveyors, and attorneys.
- c. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
  1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
  2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.
  3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- d. Other Insurance Provisions. Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be

primary insurance with respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Consultant's insurance and shall not contribute with it.

- e. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
- f. Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to, the additional insured endorsement, evidencing the insurance requirements of Consultant before commencement of the work.
- g. Notice of Cancellation. Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.
- h. Failure to Maintain Insurance. Failure on the part of Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due Consultant from the City.
- i. Public Entity Full Availability of Consultant Limits. If Consultant maintains higher insurance limits than the minimum shown above, the City shall be insured for the full available limits of the Commercial General and Excess or Umbrella liability maintained by Consultant, irrespective of whether such limits maintained by Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Consultant.

#### **14. INDEMNIFICATION / HOLD HARMLESS**

- a. Consultant shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the willful or negligent acts, or alleged willful or alleged negligent acts, errors or omissions of the Consultant or the Consultant's employees or agents in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.
- b. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this section shall survive the expiration or termination of this Agreement.

**15. STANDARD OF CARE**

The professional services will be furnished in accordance with the care and skill ordinarily used by members of the same profession practicing under similar conditions at the same time and in the same locality.

**16. SUCCESSORS OR ASSIGNS**

All of the terms, conditions and provisions hereof shall inure to the benefit of and be binding upon the Parties hereto, and their respective successors and assigns; provided, however, that no assignment of the Agreement shall be made without written consent of the non-assigning Party, which may be given in the non-assigning Party's sole discretion.

**17. NOTICES**

Any notices required under this Agreement will be in writing, addressed to the appropriate Party at the address which appears below (as modified in writing from time to time by such party), and given by electronic submission, by facsimile personally, by registered or certified mail, return receipt requested, or by nationally recognized overnight courier service. All notices shall be effective upon the date sent.

Purchasing Manager  
City of Richland  
625 Swift Blvd., MS-11  
Richland, WA 99352  
Email: [purchasing@ci.richland.wa.us](mailto:purchasing@ci.richland.wa.us)  
Phone: (509) 942-7710

Contact Name: Ryan Withers  
Name of Firm: RH2 Engineering Inc.  
Address: 114 Columbia Point Dr.  
Address: Richland WA 99352  
Email: [rwithers@rh2.com](mailto:rwithers@rh2.com)  
Phone Number: 509.392.6503

**18. EQUAL OPPORTUNITY AGREEMENT**

Consultant agrees that Consultant will not discriminate against any employee or job applicants for work under this Agreement for reasons of race, sex, nationality, religious creed, or sexual orientation.

**19. SEVERABILITY**

If any provision of this Agreement conflicts with applicable law, or its application is found to be invalid by a court of competent jurisdiction, the remainder of this Agreement shall not be affected, and to this end, the terms of this Agreement are declared to be severable.

**20. AMENDMENTS**

All amendments must be in writing and be approved and signed by both Parties.

**21. CHANGE IN LAW**

The Parties hereto agree that in the event legislation is enacted or regulations are promulgated, or a decision of court is rendered, or any interpretive policy or opinion of any governmental agency charged with the enforcement of any such law or regulation is published that affects or may affect the legality of this Agreement or any part thereof or that materially and adversely affects the ability of either Party to perform its obligations or receive the benefits intended hereunder ("Adverse Change in Law"), then within fourteen (14) calendar days following written notice by either Party to the other Party of such adverse change in law, the Parties shall meet to negotiate in good faith an amendment which will carry out the original intention of the Parties to the extent possible. If, despite good faith attempts, the Parties cannot reach agreement upon an amendment within sixty (60) calendar days after commencing negotiation, then this Agreement may be terminated by either Party as of the

earlier of: (i) the effective date of the adverse change in law, or (ii) the expiration of a period of sixty (60) days following written notice of termination provided by one Party to the other.

**22. CONFIDENTIALITY**

In the course of performing under this Agreement, Consultant, including its employees, agents or representatives, may receive, be exposed to, or acquire confidential information. Confidential information may include, but is not limited to, patient information, contract terms, sensitive employee information, or proprietary data in any form, whether written, oral, or contained in any computer database or computer readable form. Consultant shall: i) not disclose or sell confidential information except as permitted by this Agreement; (ii) only permit use of such confidential information by employees, agents and representatives having a need to know in connection with performance under this Agreement; and (iii) advise each of its employees, agents, and representatives of their obligations to keep such information confidential.

**23. CHANGES OF WORK**

- a. When required to do so, and without any additional compensation, Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which Consultant is responsible for preparing or furnishing under this Agreement.
- b. Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 24, Extra Work.

**24. EXTRA WORK**

The City may desire to have Consultant perform work or render additional services within the general scope of this Agreement. Such work shall be considered as extra work and will be specified in a written supplement to this Agreement which will set forth the nature of the scope, schedule for additional work, additional fees and the method of payment. Work under a supplemental Agreement shall not proceed until authorized in writing by the City.

**25. ENTIRE AGREEMENT**

This Agreement contains the entire agreement of the Parties hereto and supersedes all previous understandings and agreements, written and oral, with respect to this transaction. Neither Party shall be liable to the other for any representations made by any person regarding the terms of this Agreement, except to the extent that the same are expressed in this Agreement.

**26. AUTHORITY TO EXECUTE**

Each person executing this Agreement on behalf of another person, corporation, partnership, company, or other organization or entity represents and warrants that he or she is fully authorized to so execute and deliver this Agreement on behalf of the entity or party for which he or she is signing. The Parties hereby warrant to each other that each has full power and authority to enter into this Agreement and to undertake the actions contemplated herein, and that this Agreement is enforceable in accordance with its terms.

**27. COUNTERPART ORIGINALS**

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, each of which shall be deemed to constitute an original agreement, and all of which shall constitute one whole agreement.

*(Signature page to follow)*

Draft

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

CITY OF RICHLAND

CONSULTANT

\_\_\_\_\_  
Jon Amundson, ICMA-CM  
City Manager

\_\_\_\_\_  
Signature

Attest:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Title

Approved as to form:

\_\_\_\_\_  
Heather Kintzley, City Attorney

Draft

## EXHIBIT A: Detailed Scope of Work

# Scope of Work City of Richland Water System Plan Update February 2026

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### Background

This Scope of Work includes tasks for RH2 Engineering, Inc., (RH2) to update the City of Richland's (City) Water System Plan (WSP) and evaluate the ability of the water system to meet the needs of existing and projected future water system customers throughout the 20-year planning period. Based on the current planning requirements of Chapter 246-290 Washington Administrative Code (WAC), the City's WSP must be updated every 10 years, and the current plan expires in August 2027. This Scope of Work is based on published regulatory requirements for water system plans known at the time of this writing, including receiving regulatory approval for a 10-year WSP.

### General Assumptions

- *Services are limited to those described herein and will be performed to the level of effort identified in the attached Fee Estimate. If additional effort is needed, that extra work will be mutually determined by the City and RH2.*
- *RH2 will not need to provide hard copies of deliverables to the City; deliverables will be provided in electronic format (PDF) unless explicitly identified otherwise.*
- *RH2 will rely on the accuracy and completeness of existing information, data, and materials provided by the City and others in relation to this Scope of Work. RH2 assumes that the entity providing such information to RH2 is either the owner of such information or has obtained written authorization from the owner to distribute said information.*

### Task 1 – Project Management, Data Collection, and DOH Coordination

**Objective:** Manage the RH2 project team, files, and records. Monitor the Scope of Work and budget and provide monthly invoices. Assist the City in collecting data for the water system planning process. Coordinate with the Washington State Department of Health (DOH) throughout the development of the WSP.

#### Approach:

- 1.1 Review work for consistency with this Scope of Work, monitor budget spent, and manage the RH2 team.
- 1.2 Prepare monthly progress reports documenting the work completed for each month to be included with the monthly invoice.
- 1.3 Maintain project records and files.

- 1.4 Attend one (1) pre-planning conference with City and DOH staff. *This meeting is assumed to occur virtually via video conference.*
- 1.5 Coordinate with City staff during the data collection and WSP development process. This includes coordinating via telephone, submitting the list of data needed, and reviewing data provided by the City. *RH2 will provide the City with a data list categorized by high, medium, and low priority items.*
- 1.6 Attend monthly progress meetings via phone or video conference with the City's project manager (PM). *Eleven (11) progress meetings are anticipated to take place during preparation of the draft WSP (in addition to the meetings included in other tasks), and five (5) additional meetings are anticipated to take place to coordinate responses to agency review comments and finalize the WSP.*

**RH2 Deliverables:**

- Monthly invoices and progress reports. Project records filed. RH2 team coordination.
- Attendance at one (1) pre-planning meeting with City and DOH staff, and coordination via telephone and email with the City. Attendance at monthly progress meetings with City's PM.

**Task 2 – Introduction and Existing System Description**

**Objective:** Provide a description of the components of the existing water system.

**Approach:**

- 2.1 Describe the water system ownership, management, and purpose of the WSP.
- 2.2 Review previous plans, existing system information and data, and facility as-builts.
- 2.3 Provide a brief overview of the history of the water system using information from the previous WSP and historical summaries included in other City documents previously prepared by RH2.
- 2.4 Describe the physical characteristics of the existing water service area and its effects on water system planning, including topography, geology, sensitive areas, and flood zones.
- 2.5 Describe the City's existing and projected future service areas, including the Urban Growth Area, retail water service area, and water service agreements. Include existing plans for expanding the current service area (if any).
- 2.6 Summarize the Satellite Management Agency (SMA) program possibilities, its potential impacts on the City, and the City's policy toward satellite management.
- 2.7 Provide a brief overview of the operation of the existing water system.
- 2.8 Describe the existing facilities, including sources of supply, booster pump stations, pressure reducing stations, pipelines, reservoirs, interties, and telemetry and supervisory control systems.

- 2.9 Review adjacent water systems and provide a brief description of the adjacent water systems and the potential for emergency interties. Document existing emergency interties.
- 2.10 Prepare color figures of the following:
- Existing Water System
  - Existing System Hydraulic Profile
  - Existing Water Main Material
  - Existing Water Main Age
  - Service Area and Adjacent Systems

**RH2 Deliverables:**

- Descriptions and figures (including shapefiles and GIS map packages in ArcGIS Pro version 2.4.2 or newer) of existing system components for City review and comment.

**Task 3 – Land Use and Population**

**Objective:** Review planning-related documents and identify impacts on the City’s water system for use in the WSP. Prepare and estimate population growth projections and evaluate land use.

**Approach:**

- 3.1 Prepare and review an inventory of related plans to provide a summary of the impacts or constraints on the water system, including the *City’s Comprehensive Plan* and the *2024 Benton County Comprehensive Plan*. Review how the Growth Management Act (GMA) impacts the City.
- 3.2 Complete DOH’s Consistency Statement Checklist for each planning agency with which the WSP must be consistent, including local and Benton County (County) planning jurisdictions.
- 3.3 Identify existing and future land use patterns in and adjacent to the City and their impacts on existing and future facilities and water sources for the water system.
- 3.4 Identify current and projected housing trends and household sizes within the City’s service area based on available information from City staff, as well as County and state population data.
- 3.5 Include a table of 10-year and 20-year population projections for both the City and the water service area that comply with the GMA. Additional planning periods will be included and presented for years 2038 and 2048 to reflect potential 10- and 20-year planning periods for the City’s WSP at the time of DOH approval and City Council adoption.
- 3.6 Prepare a color figure of the City’s land use.

**RH2 Deliverables:**

- Descriptions and figures of planning and land use data for City review and comment.

## Task 4 – Water Demands

**Objective:** Review historical water use and forecast future water demands of the system.

**Approach:**

- 4.1 Tabulate monthly totals of metered consumption for each customer class and the average number of accounts in service for each year from 2016 through 2025 based on available information provided by the City. Identify the seasonal variations in consumption for each customer class.
- 4.2 Tabulate ten (10) to twenty (20) of the largest water users and the total water use of each for the year 2025.
- 4.3 Tabulate monthly and yearly totals of water supply from each supply facility from 2016 through 2025.
- 4.4 Calculate per capita demands based on the average day demand (ADD) and water system population data from 2016 through 2025.
- 4.5 Calculate the number of equivalent residential units (ERUs) within the system based on the water consumption and supply data.
- 4.6 Identify the total amount of distribution system leakage (DSL) from 2016 through 2025. Calculate the 3-year rolling average of DSL.
- 4.7 Tabulate the total consumption of customers and the parcel-consumption database provided by the City (if customer meter data with addresses is available and provided).
- 4.8 Calculate the system ADD based on the yearly water supply data from 2016 through 2025.
- 4.9 Estimate the system's maximum day and peak hour demands.
- 4.10 Prepare a table of general fire flow requirements of each land use classification and identify the buildings with the largest fire flow requirements within the service area if different from the general fire flow requirements.
- 4.11 Document the historical demands from 2016 through 2025.
- 4.12 Document the current and past efforts for water use efficiency (WUE) and their impact on water demand over the past 10 years. Describe the WUE improvements.
- 4.13 Develop annual demand projections for the first 10 years and projections for year 20 based on projected water system population data and historical per capita demands. Demand projections shall be tabulated with and without additional water use reductions from the proposed WUE program. Additional planning periods will be included and presented for years 2038 and 2048 to reflect potential 10- and 20-year planning periods for the City's WSP at the time of DOH approval and City Council adoption.
- 4.14 Describe the basis for and results of the existing and future water demand evaluation.

- 4.15 Evaluate, describe, and prepare a graphic or table to demonstrate the seasonal variations in consumption patterns for each customer class.
- 4.16 Document the results of the demand analysis in summary tables and chapter text.

**RH2 Deliverables:**

- Descriptions and tables of historic and projected demand data for City review and comment.

**Task 5 – Water Source and Water Rights**

**Objective:** Identify the City’s water rights and prepare an inventory of existing water sources and water rights.

**Approach:**

- 5.1 Summarize the City’s current water rights.
- 5.2 Perform a water rights evaluation that compares the current water rights with existing and projected demands on a pressure zone or operating area basis.
- 5.3 Document water supply characteristics and effects from existing and projected future water use on the water quantity and quality of the bodies from which the City withdraws supply. Describe water supply characteristics by identifying seasonal source variability, water rights limitations, water reliability, and legal constraints. Utilize existing data and studies available from the City.

**RH2 Deliverables:**

- Evaluation of existing water rights for City review and comment.

**Task 6 – Hydraulic Model Update and Calibration**

**Objective:** Update and calibrate the current hydraulic model of the City’s existing water system.

**Approach:**

- 6.1 Review the City’s existing hydraulic model with current water system mapping and recently constructed facilities to check for consistency and completeness. Update the model to reflect the City’s current GIS shapefile.
- 6.2 Allocate the existing (2025) demand data among the nodes in the model using a parcel-consumption database if available from the City, or by allocating the average demand per customer class (i.e., single-family residential, multi-family residential, commercial, etc.) to junctions located within matching land uses.
- 6.3 Update facility data into the model for supply sources, reservoirs, and control valves. Establish facility settings to reflect current settings and those to be used for the analyses.
- 6.4 Perform preliminary hydraulic analyses to identify locations for field pressure and hydrant flow tests and check potential performance at each site. Prepare a template that lists field test locations and data that needs to be collected at each test location. Coordinate with the City to confirm methods and recordkeeping for field tests.

- 6.5 Attend two (2) days of hydrant flow tests to confirm that the pressure and flow test objectives are met for the purpose of calibrating the hydraulic model. *City staff will operate hydrants, valves, and other water system facilities as requested by RH2. RH2 will provide calibrated pitot and pressure gauges for use during the hydrant flow tests and will record the results of the tests. Operational status of facilities will be provided by City staff (in real-time or from the City's telemetry system following field testing), including flows into the system from supply sources and reservoir levels at the start and end of the tests.*
- 6.6 Perform hydraulic analyses to calibrate the model from the field flow and pressure test data for the purposes of steady-state hydraulic analyses.
- 6.7 Coordinate with the City to identify sources of inconsistencies between the field calibration data and the modeled results. Inconsistencies may be the result of unknown closed valves in the system or incorrect diameter of water main shown on system mapping or as-builts. *Since this item is highly variable in nature, an initial allocation of forty (40) hours of a water modeling specialist's time has been included for this subtask. If generally accepted industry standards for hydraulic model accuracy cannot be achieved within this initial allocation, RH2 will coordinate with the City to determine the next steps. This may include a contract amendment to assist the City in performing additional field flow tests and model calibration analyses.*
- 6.8 Input the current land use classifications into the model and assign a general planning-level fire flow requirement to each node for comparison of fire flow results.

**Provided by City:**

- GIS shapefile of the existing potable water system.
- Operation of hydrants, valves, and other facilities during hydrant flow testing.

**RH2 Deliverables:**

- Attendance at hydrant flow testing and test records.
- Calibrated WaterCAD hydraulic water model for use in steady-state hydraulic analyses. Coordination with the City to review the accuracy of the hydraulic water model.

### **Task 7 – Water System Analyses**

**Objective:** Evaluate each water system component to identify deficiencies and recommend improvements. Utilize the hydraulic model of the City's water system to perform pressure and fire flow hydraulic analyses.

**Approach:**

- 7.1 Identify areas of low and high pressures. Include a table showing the maximum and minimum service elevation and the corresponding service pressures (at static conditions).
- 7.2 Calculate the quantity of water supply required for the existing and future conditions, and compare those requirements to the system's existing supply capability.

- 7.3 Identify and describe supply facility deficiencies.
- 7.4 Calculate the quantity of water storage required for the existing and future system based on the requirements contained in WAC 246-290-235 and the most current DOH *Water System Design Manual* and compare those requirements to the existing storage capacity of the system.
- 7.5 Identify and describe storage deficiencies.
- 7.6 Document the hydraulic analysis criteria and hydraulic model settings for the distribution system analyses.
- 7.7 Perform a steady-state hydraulic analysis of the system using the hydraulic model of the water system to simulate a peak hour demand condition with no fire flows to determine the pressures and flow distribution during this demand condition.
- 7.8 Perform a steady-state fire flow analysis for each node in the system while simulating maximum day demands to determine the capability of the existing system to provide adequate flows and pressures and identify existing system deficiencies.
- 7.9 Export the results of the existing system peak hour demand and fire flow analyses to a GIS shapefile.
- 7.10 Input future demand data into the hydraulic model's nodes using the results from the future water demand evaluation. Demand distribution shall be based on estimates of future growth allocations.
- 7.11 Identify and input proposed water system improvements into the model based on the results of the existing system hydraulic analysis and identification of deficiencies.
- 7.12 Perform a steady-state fire flow analysis for each node in the system while simulating future maximum day demands to check that the proposed improvements address existing system deficiencies and are sized properly to accommodate anticipated growth based on meeting the City's policies and design criteria. Repeat the analyses for the 10-year and 20-year projections.
- 7.13 Prepare a table that summarizes the results of the existing system and future system fire flow analyses.
- 7.14 Identify and describe distribution system deficiencies and the results of the hydraulic analyses.
- 7.15 Evaluate and identify deficiencies for the existing water system.
- 7.16 Perform an existing system and 10-year system capacity analysis to determine the unused, available system capacity expressed in ERUs. Prepare a 10-year projected system capacity analysis with proposed improvements. Document the criteria and results of the analyses. Additional planning periods will be included and presented for years 2038 and 2048 to reflect potential 10- and 20-year planning periods for the City's WSP at the time of DOH approval and City Council adoption.

7.17 Attend one (1) meeting with City staff to discuss the system analyses, deficiencies, and recommended improvements.

7.18 Document the results of the system analysis in summary tables and chapter text.

**Provided by City:**

- Attendance at one (1) meeting with RH2 staff at the City's offices.

**RH2 Deliverables:**

- GIS shapefile containing the results of the existing system peak hour demand and fire flow analyses.
- Descriptions, tables, and figures of the water system analyses for City review and comment.
- Attendance at one (1) meeting with City staff.

### **Task 8 – Water Use Efficiency Program**

**Objective:** Update the City's WUE Program and WUE goals for the water system.

**Approach:**

- 8.1 Prepare a summary of WUE planning efforts that have been completed since the WUE Program was adopted.
- 8.2 Document the City's plan for updating WUE goals through a public process.
- 8.3 Identify and evaluate proposed WUE measures.
- 8.4 Coordinate with the City to provide data necessary to conduct the WUE public forum. Attend a meeting with the City to satisfy the public forum requirements of the WUE Program and present the WUE goals for adoption by the City Council.

**Provided by City:**

- Legal posting of WUE Program public forum and attendance at WUE Program public forum with RH2 staff.

**RH2 Deliverables:**

- WUE Program chapter text for City review and comment.
- Attendance at WUE Program public forum with City staff, including documenting attendance via sign-in sheet and providing meeting minutes related to the public forum summarizing public comments and responses.

## Task 9 – Water Source Protection

**Objective:** Document the City’s existing efforts towards watershed and wellhead protection and recommend any updates.

**Approach:**

- 9.1 Update the Watershed Control Plan and Wellhead Protection Plan contained in the City’s 2017 WSP to document the existing program, the City’s contingency plan for a contamination event, and the delineation of the wellhead protection areas. Update the City’s time of travel calculations for each source using the calculated fixed radius method.
- 9.2 Update the inventory of potential contaminant sources and activities using available databases and document the results of the inventory findings. The inventory will include site locations and owners/operators that must be notified of the City’s wellhead protection program. Identify development-related considerations for new construction within wellhead protection areas.

**RH2 Deliverables:**

- Documentation of the City’s Water Source Protection Plan for City review and comment.

## Task 10 – Operation and Maintenance

**Objective:** Document the water system’s operation and maintenance (O&M) program.

**Approach:**

- 10.1 Document the current water staff organization and prepare an organizational chart.
- 10.2 Prepare a table listing water operations personnel, their positions, and certifications.
- 10.3 Provide a brief description of the key responsibilities of the water operations personnel.
- 10.4 Provide a list of major equipment, supplies, and chemicals used by the water system.
- 10.5 Identify safety procedures that must be followed for potential workplace hazards. Incorporate the existing safety program activities and recent Labor and Industries’ inspection reports.
- 10.6 Prepare a brief description of the City’s compliance with existing Emergency Response Plan (ERP) and Vulnerability Assessment (VA) requirements, including America’s Water Infrastructure Act (AWIA) requirements. For security purposes, the documents will not be included in the WSP. *This subtask does not include preparing or updating the City’s ERP, VA, or applicable AWIA documentation.*
- 10.7 Identify procedures for keeping and compiling records and reports. Provide a general list of records on file and identify where they are filed.
- 10.8 Review the City’s existing O&M procedures and compare them to industry standards or general recommendations. Coordinate updates to O&M procedures and maintenance schedules with City staff.

- 10.9 Evaluate staffing requirements and document recommendations.
- 10.10 Identify O&M improvements.
- 10.11 Document the O&M program in summary tables, figures, and chapter text.

**RH2 Deliverables:**

- Descriptions and tables documenting the City’s existing O&M program for City review and comment.

**Task 11 – Regulations, Policies, and Design Criteria**

**Objective:** Update the City’s existing policies and design criteria, and recommend, as necessary, changes to these policies so that facilities can meet design standards.

**Approach:**

- 11.1 Review existing City standards pertaining to water system policies and criteria. Recommend additional or revised policies, as necessary, so that planned future City facilities meet acceptable design standards and criteria.
- 11.2 Summarize each policy and design criteria.
- 11.3 Discuss the City’s existing design and construction standards and include a copy as an appendix to the WSP.
- 11.4 Describe the process for responding to requests for new water service (individual and group services), including City response timeframes.
- 11.5 Describe the process for reviewing and responding to requests for private wells within the water service area.
- 11.6 Describe the process for determining if the system’s capacity is adequate to provide water service requests for new service. The process must include the determination of sufficient water rights.
- 11.7 Describe conditions of a non-technical nature that may impact the City’s ability to provide new water service (e.g., local ordinances, water availability, etc.).
- 11.8 Describe the procedures for granting or requesting extensions of time during a project. Describe the procedures for handling disputes and appeals when requests are denied.
- 11.9 Describe the policies for extensions of water service outside of current system boundaries. Describe how the policies are consistent with County comprehensive land use plans and development regulations.

**RH2 Deliverables:**

- Descriptions of policies and design criteria for City review and comment.

## Task 12 – Capital Improvement Program

**Objective:** Describe and schedule improvements to address deficiencies identified in the water system analyses. Prepare planning-level cost estimates for each project identified.

**Approach:**

- 12.1 Briefly describe water system improvements that have been completed since the last WSP update.
- 12.2 Prepare a list of proposed water system improvements based on known deficiencies of the existing system and proposed system analyses. Briefly describe each group of related improvements and the purpose/benefit of the improvements.
- 12.3 Prepare a planning-level approximate cost estimate for each improvement based on current industry prices.
- 12.4 Coordinate with City staff to establish criteria for prioritizing and scheduling improvements. Prioritization and scheduling will consider other scheduled utility and transportation projects based on information provided by the City.
- 12.5 Coordinate with City staff to discuss staffing, equipment, and program needs.
- 12.6 Schedule improvements based on the results of the prioritization. Prepare up to two (2) modified Capital Improvement Program (CIP) schedules based on input from the City and the results of the financial analysis.
- 12.7 Prepare a table of improvements that includes an improvement identification number, a brief description of each improvement, the associated cost estimate, and the scheduling of the improvements on an annual basis for the first 10 years and the 20-year planning period.
- 12.8 Describe the criteria and procedures used for prioritizing and scheduling improvements.
- 12.9 Document the CIP prioritization analyses in summary tables and chapter text.
- 12.10 Prepare the following color figures:
  - Proposed Water System Improvements
  - Proposed Improvements Hydraulic Profile
- 12.11 Attend one (1) meeting with City staff to discuss the water system improvements and the proposed schedule of implementation.

**Provided by City:**

- Attendance at one (1) meeting with RH2 staff at the City's offices.

**RH2 Deliverables:**

- Draft CIP tables, figures, and descriptions for City review and comment.
- GIS and Google Earth files containing proposed water main improvements.

- Attendance at one (1) meeting with City staff.

### Task 13 – Financial Analysis

**Objective:** Develop the financial analysis for inclusion in the WSP update. *A water utility rate study is outside the scope of this contract and is not included. The financial analysis included in this contract is intended to mimic the financial analysis included in the City's 2017 WSP.*

**Approach:**

- 13.1 Coordinate with the City during the project to provide information in support of the financial analysis chapter.
- 13.2 Summarize past income and expenses for 2016 through 2025 and identify trends.
- 13.3 Provide a balanced 1-year operational statement for 2025.
- 13.4 Develop a plan for collecting the revenue necessary to maintain cash flow stability and to fund projected capital and emergency improvements.
- 13.5 Compare necessary revenue to the City's ability to pay, based upon rates being equal to or less than 1.5 percent of median household income for the City.
- 13.6 Evaluate conservation rate structures and one (1) alternate rate structure. *Up to two (2) different rate structures will be included in the evaluation.*

*Alternate rate structures will be reviewed with the intention of approximately matching the revenue of the City's existing rate structure. An evaluation of customers most impacted by rate structure changes will take place and be presented to City staff and described in the chapter text. If additional rate structures are requested by the City for evaluation, or if additional expertise to evaluate the City's rates is necessary, an amendment to this Scope of Work, including a financial subconsultant, may be necessary.*

*Rate structure review will not include a significant review of connection fees but will include an order-of-magnitude review to determine if meter size costs, ERUs, and demand charges are approximately appropriate and consistent with other municipal purveyors in Central and Eastern Washington.*

- 13.7 Attend two (2) meetings with City staff to review draft financial analysis results before finalizing the financial analysis chapter.

**Provided by City:**

- Attendance at two (2) meetings with RH2 staff at the City's offices.

**RH2 Deliverables:**

- Financial analysis chapter for City review and comment.
- Attendance at two (2) meetings with City staff.

## Task 14 – Executive Summary

**Objective:** Prepare an executive summary to describe the key elements of the WSP.

**Approach:**

- 14.1 Identify the purpose of the WSP and summarize the major system characteristics and significant changes that have occurred since the previous WSP was completed.
- 14.2 Briefly describe the key issues in the WSP.

**RH2 Deliverables:**

- Draft executive summary chapter for City review and comment.

## Task 15 – Appendices

**Objective:** Prepare miscellaneous appendices for inclusion in the WSP.

**Approach:**

- 15.1 Prepare a State Environmental Policy Act (SEPA) Checklist. Include the checklist and Determination of Non-Significance from the City in the appendices. *It is assumed that the City will act as the lead agency and will submit the SEPA Checklist for review. If/when a Determination of Non-Significance is issued, the City will provide it to RH2 for inclusion with the WSP.*
- 15.2 Include copies of Water Facilities Inventory (WFI) forms.
- 15.3 Include copies of water right certificates and permits.
- 15.4 Include a copy of the City's most recent Consumer Confidence Report.
- 15.5 Include a copy of the City's construction standards.
- 15.6 Consolidate and tabulate appendices.

**Provided by City:**

- SEPA Determination of Non-Significance.
- WFI forms.
- Water rights certificates and permits.
- Consumer Confidence Report.
- Construction standards.

**RH2 Deliverables:**

- SEPA Checklist.
- Miscellaneous appendices for inclusion in the WSP.

## Task 16 – Cross-Connection Control Plan

**Objective:** Document the City’s existing cross-connection control plan and recommend any updates.

**Approach:**

16.1 Review the City’s existing cross-connection control ordinance and related program documents. Evaluate the documents for completeness and incorporate the elements necessary for consistency with current DOH regulations. *A full update of the City’s existing cross-connection control plan is not anticipated; instead, revisions will be provided through PDF comments or annotations.*

**Provided by City:**

- Existing cross-connection control plan in electronic PDF.

**RH2 Deliverables:**

- Revised cross-connection control plan included in the WSP as an appendix.

## Task 17 – Water Quality Monitoring Plan

**Objective:** Compile the City’s existing water quality monitoring requirements and procedures.

**Approach:**

17.1 Compile the City’s water quality monitoring programs into an appendix. Include the Coliform Monitoring Plan, Disinfection Byproducts Monitoring Plan, Water Quality Monitoring Report, and *E. coli* Response Plan.

**Provided by City:**

- Descriptions and figures documenting the City’s existing water quality and coliform monitoring programs, including *E. coli* Response Plan.

**RH2 Deliverables:**

- City water quality monitoring requirements and procedures included in the WSP as an appendix.

## Task 18 – Finalize, Print, and Present Draft WSP

**Objective:** Prepare a final draft of the WSP and submit it to review agencies and adjacent water purveyors.

**Approach:**

- 18.1 Develop a cover format that includes the WSP name and revision date.
- 18.2 Transmit electronic copies of the draft WSP documents to the City for review and comment.
- 18.3 Revise the WSP based on City review comments.
- 18.4 Attend one (1) meeting to present the completed WSP to City staff, City Council, and the public.

- 18.5 Create an electronic PDF document, including the chapters, appendices, and figures of the WSP. *The electronic WSP will contain a table of contents with bookmarks. No hard copies of the WSP are included in this Scope of Work.*
- 18.6 Submit the final WSP to adjacent water systems for their review and comment.
- 18.7 Submit the final WSP to the County and DOH for their review.

**Provided by City:**

- Review comments on draft WSP as written markups.

**RH2 Deliverables:**

- Draft WSP.
- Attendance at one (1) meeting to present the final draft WSP to City staff, City Council, and the public.
- Final WSP submitted to adjacent water systems, the County, and DOH.

**Task 19 – DOH and Agency Review Revisions**

At the completion of Tasks 1 through 18, the WSP will be in a final format, ready for review by regulatory agencies and adjacent water purveyors. The number of comments, number of meetings, and amount of required WSP modifications from review by the regulatory agencies and adjacent water purveyors are difficult to predict. Therefore, RH2 has provided a reasonable amount of effort in this task typically assumed for review, equivalent to eighty (80) hours of staff time. If additional effort is required, an additional amendment will be provided at that time. The level of effort for this task includes assumptions for addressing review comments, attending review meetings, and preparing final WSP modifications upon receipt of all review comments from the County, DOH, the Washington State Department of Ecology, local Tribes, and adjacent water systems.

**Project Schedule**

The agency review draft will be completed approximately twelve (12) months after receipt of the requested high priority data. RH2 will not begin work until all high priority items have been received. RH2 will notify the City two (2) to four (4) weeks in advance of any medium or low priority items becoming critical to maintaining the project schedule, allowing time for the City to provide these items without impacting the project schedule. The timing and responsiveness of agency reviews is outside of the control of both RH2 and the City and may impact the project schedule.

## EXHIBIT C: Detailed Fee Estimate

City of Richland  
 Water System Plan Update  
 Feb-26

Description	Total Hours	Total ALL Labor	Total Expense	Total Cost
Task 1 Project Management, Data Collection, and DOH Coordination	73	\$ 17,348	\$ 708	\$ 18,056
Task 2 Introduction and Existing System Description	68	\$ 15,796	\$ 871	\$ 16,667
Task 3 Land Use and Population	63	\$ 14,315	\$ 889	\$ 15,204
Task 4 Water Demands	138	\$ 32,495	\$ 1,774	\$ 34,269
Task 5 Water Source and Water Rights	58	\$ 15,663	\$ 579	\$ 16,242
Task 6 Hydraulic Model Update and Calibration	214	\$ 50,845	\$ 3,642	\$ 54,487
Task 7 Water System Analyses	276	\$ 64,520	\$ 3,709	\$ 68,229
Task 8 Water Use Efficiency Program	33	\$ 7,732	\$ 454	\$ 8,186
Task 9 Water Source Protection	47	\$ 11,443	\$ 661	\$ 12,104
Task 10 Operation and Maintenance	39	\$ 8,815	\$ 573	\$ 9,388
Task 11 Regulations, Policies, and Design Criteria	30	\$ 6,671	\$ 437	\$ 7,108
Task 12 Capital Improvement Program	235	\$ 55,478	\$ 3,156	\$ 58,634
Task 13 Financial Analysis	109	\$ 26,387	\$ 1,133	\$ 27,520
Task 14 Executive Summary	11	\$ 2,398	\$ 128	\$ 2,526
Task 15 Appendices	27	\$ 5,004	\$ 372	\$ 5,376
Task 16 Cross-Connection Control Plan	10	\$ 2,269	\$ 125	\$ 2,394
Task 17 Water Quality Monitoring Plan	22	\$ 5,017	\$ 304	\$ 5,321
Task 18 Finalize, Print, and Present Draft WSP	85	\$ 16,132	\$ 639	\$ 16,771
Task 19 DOH and Agency Review Revisions	80	\$ 22,400	\$ 560	\$ 22,960
<b>PROJECT TOTAL</b>	<b>1618</b>	<b>\$ 380,728</b>	<b>\$ 20,713</b>	<b>\$ 401,441</b>

**EXHIBIT D: 2026 Schedule of Rates and Charges**

RH2 ENGINEERING, INC. 2026 SCHEDULE OF RATES AND CHARGES		
RATE LIST	RATE	UNIT
Professional I	\$182	\$/hr
Professional II	\$199	\$/hr
Professional III	\$222	\$/hr
Professional IV	\$243	\$/hr
Professional V	\$259	\$/hr
Professional VI	\$280	\$/hr
Professional VII	\$306	\$/hr
Professional VIII	\$333	\$/hr
Professional IX	\$336	\$/hr
Technician I	\$139	\$/hr
Technician II	\$154	\$/hr
Technician III	\$178	\$/hr
Technician IV	\$189	\$/hr
Technician V	\$206	\$/hr
Technician VI	\$226	\$/hr
Technician VII	\$245	\$/hr
Technician VIII	\$257	\$/hr
Administrative I	\$94	\$/hr
Administrative II	\$109	\$/hr
Administrative III	\$129	\$/hr
Administrative IV	\$154	\$/hr
Administrative V	\$180	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Night Work	10.00%	% of Direct Labor
Mileage	\$0.7250	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	

Rates listed are adjusted annually.



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

### Subject

Resolution No. 2026-40, Authorizing a Stormwater Reimbursement Agreement with HAPO Community Credit Union for 608 Williams Boulevard

### Department/Office

Public Works

### Ordinance/Resolution Number

2026-40

### Document Type

Resolution

### Recommended Motion

Adopt Resolution No. 2026-40, authorizing a Stormwater Reimbursement Agreement with HAPO Community Credit Union for 608 Williams Boulevard.

### Summary

HAPO Community Credit Union (HAPO) owns property located at 608 Williams Boulevard, and has received permits to demolish the existing structure and construct a new facility (the "Project"). The existing structure is located directly above an existing City-owned 24-inch diameter storm sewer line. The existing storm sewer line lies within a storm sewer easement (AF#520280). That easement was previously granted to the City and includes a provision to allow a structure to be placed over the storm sewer line.

Upon reviewing the easement terms, the essential nature of the storm infrastructure, age of infrastructure, and the full scope of the Project, the City recommend relocating the storm sewer line to an unencumbered location on the property. HAPO has agreed to relocate the storm sewer line to an unencumbered location provided the City reimburse HAPO for the costs associated with the pipe installation. The Project is required to be completed in conformance with a right-of-way construction permit pursuant to Chapter 12.08 RMC for installation of public infrastructure.

HAPO's completion of the sewer relocation is a cost-effective means for the City to maintain access to essential public utilities and minimize risk associated with placement of City utilities under structures. The City's best interests are served by coordinating with HAPO to design and construct the storm sewer line in exchange for reimbursement of incurred costs.

Staff recommends adoption of Resolution No. 2026-40.

### Fiscal Impact

Under the proposed Agreement, the City will reimburse the developer for relocating an existing section of City stormwater pipe. The reimbursement for this work is estimated at \$61,241. There are sufficient funds available in the Stormwater Repair and Replacement Capital Improvement budget to cover this reimbursement.

### Attachments

1. Resolution No. 2026-40
2. Proposed Stormwater Reimbursement Agreement - 608 Williams HAPO

**RESOLUTION NO. 2026-40**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
AUTHORIZING A STORMWATER REIMBURSEMENT  
AGREEMENT WITH HAPO COMMUNITY CREDIT UNION FOR  
608 WILLIAMS BOULEVARD.**

**WHEREAS**, HAPO Community Credit Union (HAPO) owns property located at 608 Williams Boulevard that is permitted to demolish and build a new structure on the property (the “Project”); and

**WHEREAS**, the existing structure is located over an existing 24-inch diameter City-owned storm sewer line; and

**WHEREAS**, the existing storm sewer line lies within a storm sewer easement granted to the City that also included a provision to allow a structure to be placed over the storm sewer line (see AFN 520280, records of Benton County); and

**WHEREAS**, during review of HAPO’s development proposal, City asked HAPO to relocate the storm sewer line to a new location where it will be unencumbered by HAPO’s proposed structure, which, despite the existence of a valid easement, is critical given the essential nature of the infrastructure and the age of infrastructure; and

**WHEREAS**, HAPO agreed to relocate the storm sewer line to an unencumbered location, provided the City reimburse HAPO for the costs associated with the pipe installation; and

**WHEREAS**, pursuant to Chapter 12.08 RMC, the Project is will be completed as required under a right-of-way construction permit for installation of public infrastructure; and

**WHEREAS**, HAPO’s completion of this work is a cost-effective means for the City to maintain access to essential public utilities and minimize the risk associated with placing permanent structures over city utility infrastructure; and

**WHEREAS**, the City’s best interests are served by coordinating with HAPO to design and construct the storm sewer line in exchange for reimbursement of incurred costs.

**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 Stormwater Reimbursement Agreement with HAPO Community Credit Union for installation of a relocated sewer line at 608 Williams Boulevard.

**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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney



## **STORMWATER REIMBURSEMENT AGREEMENT**

*RE: 608 Williams Boulevard*

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between the **City of Richland**, a Washington municipal corporation (“City”), and **HAPO Community Credit Union**, a Washington non-profit corporation (“Developer”) with service at 601 Williams Blvd., Richland, WA 99354. Developer and City are referred to collectively herein as the “Parties.”

### **I. RECITALS**

**WHEREAS**, Developer owns property located at 608 Williams Boulevard in Richland, Washington, that will be redeveloped by removing an existing structure and replacing it with a new structure; and

**WHEREAS**, the existing structure is located over an existing 24-inch diameter City-owned storm sewer line; and

**WHEREAS**, the existing storm sewer line lies within a storm sewer easement granted to the City that also included a provision to allow a structure to be placed over the storm sewer line (*see* AFN 520280, records of Benton County); and

**WHEREAS**, during review of Developer’s development proposal, City asked Developer to relocate the storm sewer line to a new location where it will be unencumbered by Developer’s proposed structure, which, despite the existence of a valid easement, is critical given the essential nature of the infrastructure and the age of infrastructure; and

**WHEREAS**, Developer’s project could have been successfully completed and in compliance with all applicable standards without installation of the relocated 24-inch storm sewer line; and

**WHEREAS**, Developer agreed to relocate the storm sewer line to an unencumbered location provided City reimburse Developer for the costs associated with the pipe installation; and

**WHEREAS**, pursuant to Chapter 12.08 RMC, Developer will perform work as required under a right-of-way construction permit for installation of public infrastructure; and

**WHEREAS**, Developer’s completion of this work is a cost-effective means for the City to maintain access to essential public utilities and minimize risk associated with placing permanent structures over city utility infrastructure; and

**WHEREAS**, the City’s best interests are served by coordinating with Developer to install the storm sewer line in exchange for the cost of installing the storm sewer line.

**NOW, THEREFORE**, based on and in consideration of the foregoing recitals, which are hereby declared a substantive part of this Agreement, and the other promises and covenants contained herein, the Parties hereby agree as follows:

## II. AGREEMENT

Section 1: Developer's Obligation. Developer shall install approximately 149 linear feet of 24-inch storm sewer line and abandon the existing storm sewer line under the structure at 608 Williams Boulevard in accordance with the engineering construction plans approved and permitted by **City of Richland Permit Number ROW-2026-00938** on March 11, 2026. Upon completion of the sewer line installation, Developer shall grant the City a permanent, irrevocable easement, in a form reviewed and approved by the City, for the purpose of accessing, inspecting, maintaining, repairing, replacing, and constructing the storm sewer line. Developer shall abandon or remove the portion of the existing storm sewer line that is replaced by the new storm sewer line.

Section 2: City's Obligation. After construction and satisfactory testing and inspection, the City shall accept the 24-inch storm sewer line and will own, operate and maintain it as part of City's stormwater system. After abandonment and satisfactory inspection, the City shall relinquish the existing storm sewer easement protecting the former storm sewer alignment that runs beneath 608 Williams Boulevard.

Section 3: Payment. City will reimburse Developer for the cost to design and install the 24-inch PVC pipe and all related appurtenances. The basis of determining the reimbursable amount is the actual design and construction costs paid by Developer, subject to review and approval by the Richland Public Works Director. The total estimated costs incurred by Developer is \$61,241.00. Payment shall be made within thirty (30) days of the date the sewer line has been inspected and accepted by City and the permanent easement document referenced in Section 1 has been recorded with the Benton County Auditor. Both items must have occurred (acceptance by City and recordation of permanent easement) for the 30-day payment window to start to run.

Section 4: Term. This Agreement shall terminate upon payment by the City as described in Section 3 above; provided, however, that Section 10 shall survive termination.

Section 5: Notice. Whenever either 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:

**Notice to City:**  
Public Works Director  
625 Swift Blvd., MS-26  
Richland, WA 99352

**Notice to Developer:**  
Scott Mitchell, President/CEO  
601 Williams Blvd.  
Richland, WA 99354

Section 6: Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable as written, the remainder of the Agreement or the applications of the remainder of the Agreement shall not be affected. To this end, the terms and conditions of this Agreement are declared severable.

Section 7: Jurisdiction/Venue. Jurisdiction and venue for any action relating to the interpretation, enforcement, or any dispute arising from this Agreement shall be in Benton County Superior Court. This Agreement shall be construed, and the legal relations between the parties hereto shall be determined in accordance with the laws of the State of Washington.

Section 8: Integration. This Agreement and Permit Number ROW-2026-00938 contain all the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties.

Section 9: 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.

Section 10: Mutual Indemnification. Developer will indemnify, defend, and save City, its successors, assigns, and agents harmless from any and all claims, liability, losses, costs, charges, or expenses which City may incur as a result of any act or omission of Developer arising under this Agreement. City will indemnify, defend, and save Developer, its successors, assigns, and agents harmless from any and all claims, liability, losses, costs, charges, or expenses which Developer may incur as a result of any act or omission of City arising under this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement at Richland, Washington, the day and year first written above.

**CITY OF RICHLAND**

**HAPO COMMUNITY CREDIT UNION**

\_\_\_\_\_  
Jon Amundson, ICMA-CM  
City Manager

\_\_\_\_\_  
Scott Mitchell, President/CEO

Attest:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

Approved as to Form:

\_\_\_\_\_  
Heather Kintzley, City Attorney



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

### Subject

Resolution No. 2026-41, Authorizing Award of Bid to Premier Excavation, Inc. for the North Horn Rapids Sewer Extension Project

### Department/Office

Public Works

### Ordinance/Resolution Number

2026-41

### Document Type

Resolution

### Recommended Motion

Adopt Resolution No. 2026-41, authorizing the City Manager to sign and execute a construction contract with Premier Excavation Inc. for the North Horn Rapids Sewer Extension Project.

### Summary

The 2024-2029 Capital Improvement Plan (CIP) includes the North Horn Rapids Sewer Extension Project (the "Project"). The City obtained a Washington State Community Economic Revitalization Board (CERB) loan to support the Project and benefit the Northwest Advance Clean Energy Park. City Council approved the CERB loan agreement via Resolution No. 2024-67 on May 21, 2024.

Additional scope added to the Project is to overlay Horn Rapids Road from the Project's west limit to Stevens Drive to complete part of the 2026 Pavement Preservation Program project work. The Project will provide utility service to the North Horn Rapids Industrial Park and provide services to Atlas Agro's project scheduled for 2027. All project development and design work required to advance the Project to construction is complete.

Bids were solicited in accordance with the City's purchasing policies, with eight (8) bids received and opened on March 24, 2026. Premier Excavation, Inc. submitted the lowest responsible bid in the amount of \$2,216,478.75. The Project budget, including the 2024 CERB loan and 2026 Pavement Preservation Program project funds, is sufficient to complete the Project using the lowest responsible bid. The City's best interests are served by completing the Project in accordance with the CIP, project design, and lowest responsible bid.

Staff recommends adoption of Resolution No. 2026-41.

### Fiscal Impact

The City was awarded a low-interest loan in the amount \$3,450,000 under the Community Economic Revitalization Board (CERB), which was authorized for acceptance under Resolution 2024-67. This loan provides adequate funding for this project, which is estimated at \$2,612,407 including construction, contingency and construction management.

### Attachments

1. Resolution No. 2026-41
2. Bid Tab for the North Horn Rapids Sewer Extension - ITB#26-0025

**RESOLUTION NO. 2026-41**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
AUTHORIZING AWARD OF BID TO PREMIER EXCAVATION,  
INC. FOR THE NORTH HORN RAPIDS SEWER EXTENSION  
PROJECT.**

**WHEREAS**, the 2024-2029 Capital Improvement Plan (CIP) includes the North Horn Rapids Sewer Extension Project (the “Project”); and

**WHEREAS**, on May 21, 2024, Richland City Council passed Resolution No. 2024-67, authorizing a Washington State Community Economic Revitalization Board (CERB) loan to support the Project benefiting the Northwest Advanced Clean Energy Park; and

**WHEREAS**, an additional scope added to the Project is to overlay Horn Rapids Road from the Project’s west limit to Stevens Drive to complete part of the 2026 Pavement Preservation Program project work; and

**WHEREAS**, the Project will provide utility service to the Northwest Advanced Clean Energy Park to facilitate services to Atlas Agro’s project scheduled for 2027; and

**WHEREAS**, all project development and design work required to advance the Project to construction is complete; and

**WHEREAS**, bids were solicited in accordance with the City’s purchasing policies, with eight (8) bids received and opened on March 24, 2026; and

**WHEREAS**, Premier Excavation, Inc. submitted the lowest responsible bid in the amount of \$2,216,478.75; and

**WHEREAS**, the lowest responsible bid was thirty-nine percent (39%) lower than the engineer’s estimate; and

**WHEREAS**, the Project budget, including the 2024 CERB loan and 2026 Pavement Preservation Program project funds, is sufficient to complete the Project using the lowest responsible bid; and

**WHEREAS**, the City’s best interests are served by completing the Project in accordance with the CIP, project design, and lowest responsible bid.

**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 construction contract with Premier Excavation, Inc. in the amount of \$2,216,478.75 for the North Horn Rapids Sewer Extension Project, and to execute change orders in an aggregate amount not to exceed \$221,650 as needed to fulfill the Project’s intent.

**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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney

# City of Richland

<b>DATE BIDS OPENED:</b>	<b>March 24, 2026</b>	<b>ITB #</b>	<b>26-0025</b>
<b>NORTH HORN RAPIDS SEWER EXTENSION</b>			

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		PREMIER EXCAVATION, INC PASCO, WA		BIG D'S CONSTRUCTION OF TRI-CITIES, INC PASCO, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH A - BASE BID &amp; SEWER</b>									
A1	Mobilization (All Schedules)	1.00	LS	\$235,000.00	235,000.00	61,090.00	61,090.00	50,000.00	50,000.00
A2	Project Temporary Traffic Control (All Schedules)	1.00	LS	150,000.00	150,000.00	44,900.00	44,900.00	50,000.00	50,000.00
A3	Portable Changeable Message Sign (PCMS)	392.00	DAY	220.00	86,240.00	75.00	29,400.00	175.00	68,600.00
A4	ESC Lead	130.00	DAY	250.00	32,500.00	50.00	6,500.00	20.00	2,600.00
A5	Roadway Surveying	1.00	LS	50,000.00	50,000.00	26,770.00	26,770.00	15,000.00	15,000.00
A6	Clearing & Grubbing	1.00	ACRE	7,500.00	7,500.00	9,320.00	9,320.00	5,000.00	5,000.00
A7	SPCC Plan	1.00	LS	5,000.00	5,000.00	300.00	300.00	1,000.00	1,000.00
A8	Record Drawings (Minimum Bid \$500)	1.00	LS	500.00	500.00	500.00	500.00	500.00	500.00
A9	Removal of Structures & Obstructions	1.00	LS	5,000.00	5,000.00	3,437.50	3,437.50	10,000.00	10,000.00
A10	Site Restoration	1.00	LS	20,000.00	20,000.00	14,480.00	14,480.00	80,000.00	80,000.00
A11	Apprenticeship Incentive (No Sales Tax)	1.00	LS	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
A12	Apprenticeship Penalty (No Sales Tax)	1.00	CALC	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)
A13	Erosion Control & Water Pollution Prevention	1.00	LS	8,200.00	8,200.00	970.00	970.00	60,000.00	60,000.00
A14	Stabilized Construction Entrance	35.00	SY	100.00	3,500.00	41.29	1,445.15	36.00	1,260.00
A15	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26 (PS 115), 0'-10' Deep	1,241.00	LF	80.00	99,280.00	52.16	64,730.56	46.00	57,086.00
A16	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26, 10'-15' Deep	432.00	LF	100.00	43,200.00	62.20	26,870.40	56.00	24,192.00
A17	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26, 15'-20' Deep	493.00	LF	140.00	69,020.00	66.47	32,769.71	76.00	37,468.00
A18	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 0'-10' Deep	3,812.00	LF	150.00	571,800.00	94.00	358,328.00	90.00	343,080.00
A19	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 10'-15' Deep	280.00	LF	180.00	50,400.00	105.11	29,430.80	110.00	30,800.00
A20	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 15'-20' Deep	993.00	LF	200.00	198,600.00	111.36	110,580.48	130.00	129,090.00
A21	Trench Safety	7,251.00	LF	15.00	108,765.00	1.00	7,251.00	1.00	7,251.00
A22	Imported Pipe Bedding	7,251.00	LF	5.00	36,255.00	3.50	25,378.50	6.00	43,506.00
A23	TV Inspection of Sewer or Storm Pipe	7,251.00	LF	6.00	43,506.00	4.24	30,744.24	2.00	14,502.00
A24	Manhole 48 IN. Diam. Type 1, (0'-10' Deep)	4.00	EA	4,500.00	18,000.00	3,405.75	13,623.00	2,900.00	11,600.00
A25	Additional Depth Sewer Manhole, 48 IN. Diam.	8.00	LF	300.00	2,400.00	385.00	3,080.00	200.00	1,600.00
A26	Manhole 54 IN. Diam. Type 1, (0'-10' Deep)	10.00	EA	6,000.00	60,000.00	4,216.75	42,167.50	3,600.00	36,000.00
A27	Additional Depth Sewer Manhole, 54 IN. Diam.	13.00	LF	500.00	6,500.00	455.00	5,915.00	300.00	3,900.00
A28	Manhole 54 IN. Diam. Shallow	2.00	EA	5,500.00	11,000.00	3,005.75	6,011.50	3,000.00	6,000.00
A29	Connect to Existing Sewer	1.00	EA	7,500.00	7,500.00	3,280.00	3,280.00	1,800.00	1,800.00
A30	Dig & Verify	8.00	EA	250.00	2,000.00	450.00	3,600.00	150.00	1,200.00
A31	Sewer Cap - 24"	3.00	EA	450.00	1,350.00	2,042.67	6,128.01	2,000.00	6,000.00
A32	Sewer Cap - 12"	3.00	EA	250.00	750.00	341.00	1,023.00	300.00	900.00
A33	Underground Utility Crossings, Marked &	13.00	EA	350.00	4,550.00	450.00	5,850.00	150.00	1,950.00
A34	CDF	10.00	CY	200.00	2,000.00	375.00	3,750.00	300.00	3,000.00
<b>SCH A - BASE BID &amp; SEWER SUBTOTAL</b>				<b>\$1,940,316.00</b>		<b>\$979,624.35</b>		<b>\$1,104,885.00</b>	
<b>8.8% SALES TAX</b>				<b>170,747.81</b>		<b>86,206.94</b>		<b>97,229.88</b>	
<b>SCH A - BASE BID &amp; SEWER TOTAL</b>				<b>\$2,111,063.81</b>		<b>\$1,065,831.29</b>		<b>\$1,202,114.88</b>	

				ENGINEER'S ESTIMATE		PREMIER EXCAVATION, INC PASCO, WA		BIG D'S CONSTRUCTION OF TRI-CITIES, INC PASCO, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS</b>									
B1	Parking Lot Patching (2" ACP / 2" CSTC / 4" CSBC)	961.00	SY	\$85.00	81,685.00	30.56	29,368.16	30.00	28,830.00
B2	Prep Gravel Access Road (Sewer)	1,749.00	SY	5.00	8,745.00	4.23	7,398.27	18.00	31,482.00
B3	Crack Sealing	3.31	TON	7,500.00	24,825.00	4,400.00	14,564.00	4,500.00	14,895.00
B4	Asphalt for Fogseal (Parking Lot)	7.00	TON	5,000.00	35,000.00	1,500.00	10,500.00	1,600.00	11,200.00
B5	Crushed Surfacing Base Course	512.00	TON	45.00	23,040.00	23.75	12,160.00	22.00	11,264.00
B6	Crushed Surfacing Top Course	824.00	TON	55.00	45,320.00	25.25	20,806.00	22.00	18,128.00
B7	HMA CL. 1/2 IN. PG 64H-28 (2" Temporary Access & Driveways)	282.00	TON	120.00	33,840.00	115.00	32,430.00	118.00	33,276.00
B8	Common Borrow Incl. Haul	690.00	CY	35.00	24,150.00	18.90	13,041.00	10.00	6,900.00
B9	Embankment Compaction	690.00	CY	25.00	17,250.00	3.48	2,401.20	8.00	5,520.00
B10	Paint Line (4")	15,367.00	LF	0.15	2,305.05	1.00	15,367.00	1.00	15,367.00
B11	Parking Lot Symbol (Arrow)	9.00	LF	300.00	2,700.00	90.00	810.00	100.00	900.00
B12	Monument Case, Cover & Pipe	1.00	EA	750.00	750.00	2,100.00	2,100.00	500.00	500.00
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS SUBTOTAL</b>					<b>\$299,610.05</b>		<b>\$160,945.63</b>		<b>\$178,262.00</b>
<b>8.8% SALES TAX</b>					<b>26,365.68</b>		<b>14,163.22</b>		<b>15,687.06</b>
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS TOTAL</b>					<b>\$325,975.73</b>		<b>\$175,108.85</b>		<b>\$193,949.06</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD</b>									
C1	Planning Bituminous Pavement	15,265.00	SY	\$5.00	76,325.00	1.49	22,744.85	1.00	15,265.00
C2	Common Borrow Incl. Haul	4,676.00	CY	35.00	163,660.00	17.77	83,092.52	10.00	46,760.00
C3	Embankment Compaction	4,676.00	CY	25.00	116,900.00	2.82	13,186.32	8.00	37,408.00
C4	Recycled Roadway for Base Course (3")	1,272.00	CY	35.00	44,520.00	12.00	15,264.00	6.00	7,632.00
C5	Crushed Surfacing Base Course (5")	4,134.00	TON	45.00	186,030.00	21.75	89,914.50	22.00	90,948.00
C6	Crushed Surfacing Top Course	1,654.00	TON	55.00	90,970.00	23.25	38,455.50	22.00	36,388.00
C7	HMA CL. 1/2 IN. PG 64H-28 (4" PAVE)	3,647.00	TON	95.00	346,465.00	93.00	339,171.00	95.00	346,465.00
C8	Job Mix Compliance Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C9	Compaction Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C10	Asphalt Cost Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C11	Soil Residual Herbicide	15,265.00	SY	0.40	6,106.00	0.15	2,289.75	0.15	2,289.75
C12	Monument Case, Cover & Pipe	1.00	EA	750.00	750.00	3,450.00	3,450.00	500.00	500.00
C13	Shoulder Finishing	1.50	MILE	10,000.00	15,000.00	33,166.67	49,750.01	10,000.00	15,000.00
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD SUBTOTAL</b>					<b>\$1,046,729.00</b>		<b>\$657,321.45</b>		<b>\$598,658.75</b>
<b>8.8% SALES TAX</b>					<b>92,112.15</b>		<b>57,844.29</b>		<b>52,681.97</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD TOTAL</b>					<b>\$1,138,841.15</b>		<b>\$715,165.74</b>		<b>\$651,340.72</b>

				ENGINEER'S ESTIMATE		PREMIER EXCAVATION, INC PASCO, WA		BIG D'S CONSTRUCTION OF TRI-CITIES, INC PASCO, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH D - OVERLAY HORN RAPIDS ROAD</b>									
D1	Crack Sealing	1.55	TON	\$7,500.00	11,625.00	4,400.00	6,820.00	4,500.00	6,975.00
D2	HMA CL. 1/2 IN. PG 64H-28 (1 1/2" Overlay)	619.00	TON	95.00	58,805.00	95.00	58,805.00	97.00	60,043.00
D3	HMA CL. 1/2 IN. PG 64H-28 (1/2" Leveling Course)	206.00	TON	105.00	21,630.00	95.00	19,570.00	97.00	19,982.00
D4	Job Mix Compliance Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D5	Compaction Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D6	Asphalt Cost Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D7	Shoulder Finishing	0.67	MILE	8,000.00	5,360.00	20,901.49	14,004.00	10,000.00	6,700.00
D8	Planning Bituminous Pavement	480.00	SY	15.00	7,200.00	10.58	5,078.40	3.00	1,440.00
<b>SCH D - OVERLAY HORN RAPIDS ROAD SUBTOTAL</b>					<b>\$104,623.00</b>		<b>\$104,280.40</b>		<b>\$95,143.00</b>
<b>0% SALES TAX</b>					<b>-</b>		<b>-</b>		<b>-</b>
<b>SCH D - OVERLAY HORN RAPIDS ROAD TOTAL</b>					<b>\$104,623.00</b>		<b>\$104,280.40</b>		<b>\$95,143.00</b>
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS</b>									
E1	Plastic Line	11,225.00	LF	\$2.50	28,062.50	0.95	10,663.75	1.00	11,225.00
E2	Plastic Wide Lane Line	11,165.00	LF	\$3.00	33,495.00	1.65	18,422.25	1.75	19,538.75
E3	Plastic Stop Line	178.00	LF	\$25.00	4,450.00	17.50	3,115.00	18.00	3,204.00
E4	Plastic Crosswalk Line	260.00	SF	\$12.00	3,120.00	10.25	2,665.00	10.50	2,730.00
E5	Plastic Traffic Arrow	9.00	EA	\$350.00	3,150.00	210.00	1,890.00	215.00	1,935.00
E6	Plastic Bicycle Symbol	3.00	EA	\$400.00	1,200.00	335.00	1,005.00	340.00	1,020.00
E7	Railroad Crossing Symbol	3.00	EA	\$550.00	1,650.00	875.00	2,625.00	900.00	2,700.00
E8	Removing Plastic Line	22,390.00	LF	\$0.40	8,956.00	0.30	6,717.00	0.35	7,836.50
E9	Temporary Pavement Marking - Short Duration	22,390.00	LF	0.25	5,597.50	0.30	6,717.00	0.35	7,836.50
E10	Permanent Signing	1.00	LF	1,000.00	1,000.00	900.00	900.00	1,000.00	1,000.00
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS SUBTOTAL</b>					<b>\$90,681.00</b>		<b>\$54,720.00</b>		<b>\$59,025.75</b>
<b>0% SALES TAX</b>					<b>-</b>		<b>-</b>		<b>-</b>
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS TOTAL</b>					<b>\$90,681.00</b>		<b>\$54,720.00</b>		<b>\$59,025.75</b>
<b>SCH F - WATER</b>									
F1	DI Pipe for Water Main, 16IN.	55.00	LF	\$120.00	6,600.00	177.04	9,737.20	180.00	9,900.00
F2	DI Pipe for Water Main, 12IN	110.00	LF	90.00	9,900.00	107.94	11,873.40	130.00	14,300.00
F3	Trench Safety	165.00	LF	15.00	2,475.00	2.00	330.00	1.00	165.00
F4	Imported Pipe Zone Bedding	165.00	LF	5.00	825.00	2.39	394.35	4.00	660.00
F5	16" Cap + Blow Off	1.00	EA	1,400.00	1,400.00	5,152.00	5,152.00	4,400.00	4,400.00
F6	Cut-In 16" Tee (FL)	1.00	EA	3,000.00	3,000.00	5,444.00	5,444.00	3,900.00	3,900.00
F7	Coupling Adapter, 16" FLxMJ (on AC)	2.00	EA	850.00	1,700.00	1,970.00	3,940.00	1,600.00	3,200.00
F8	Butterfly Valve, 16" (FLxMJ)	1.00	EA	4,250.00	4,250.00	8,183.00	8,183.00	8,000.00	8,000.00
F9	12" Cap + Blow Off	2.00	EA	1,250.00	2,500.00	3,097.00	6,194.00	2,500.00	5,000.00
F10	Cut-In 12" Tee (FL)	2.00	EA	2,750.00	5,500.00	3,027.50	6,055.00	4,000.00	8,000.00
F11	Coupling Adapter, 12" FLxMJ (on AC)	4.00	EA	750.00	3,000.00	1,485.00	5,940.00	1,750.00	7,000.00
F12	Butterfly Valve, 12" (FLxMJ)	2.00	EA	3,500.00	7,000.00	4,637.00	9,274.00	4,700.00	9,400.00
F13	Trust Block	6.00	EA	250.00	1,500.00	561.67	3,370.02	300.00	1,800.00
<b>SCH F - WATER SUBTOTAL</b>					<b>\$49,650.00</b>		<b>\$75,886.97</b>		<b>\$75,725.00</b>
<b>8.8% SALES TAX</b>					<b>4,369.20</b>		<b>6,678.05</b>		<b>6,663.80</b>
<b>SCH F - WATER TOTAL</b>					<b>\$54,019.20</b>		<b>\$82,565.02</b>		<b>\$82,388.80</b>

				ENGINEER'S ESTIMATE		PREMIER EXCAVATION, INC PASCO, WA		BIG D'S CONSTRUCTION OF TRI-CITIES, INC PASCO, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH G - ELECTRICAL</b>									
G1	Power Conduit - 6"	540.00	LF	\$6.00	3,240.00	7.48	4,039.20	7.00	3,780.00
G2	Trenching for Power Conduit	540.00	LF	20.00	10,800.00	9.07	4,897.80	20.00	10,800.00
G3	Patching for Power Conduit (4" ACP / 10" Rock)	47.00	SY	125.00	5,875.00	167.56	7,875.32	107.00	5,029.00
G4	Power Conduit Cap - 6"	18.00	EA	150.00	2,700.00	26.33	473.94	30.00	540.00
<b>SCH G - ELECTRICAL SUBTOTAL</b>					<b>\$22,615.00</b>		<b>\$17,286.26</b>		<b>\$20,149.00</b>
<b>8.8% SALES TAX</b>					<b>1,990.12</b>		<b>1,521.19</b>		<b>1,773.11</b>
<b>SCH G - ELECTRICAL TOTAL</b>					<b>\$24,605.12</b>		<b>\$18,807.45</b>		<b>\$21,922.11</b>
<b>SCH A - BASE BID &amp; SEWER</b>					<b>\$2,111,063.81</b>		<b>\$1,065,831.29</b>		<b>\$1,202,114.88</b>
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS</b>					<b>325,975.73</b>		<b>175,108.85</b>		<b>193,949.06</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD</b>					<b>1,138,841.15</b>		<b>715,165.74</b>		<b>651,340.72</b>
<b>SCH D - OVERLAY HORN RAPIDS ROAD</b>					<b>104,623.00</b>		<b>104,280.40</b>		<b>95,143.00</b>
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS</b>					<b>90,681.00</b>		<b>54,720.00</b>		<b>59,025.75</b>
<b>SCH F - WATER</b>					<b>54,019.20</b>		<b>82,565.02</b>		<b>82,388.80</b>
<b>SCH G - ELECTRICAL</b>					<b>24,605.12</b>		<b>18,807.45</b>		<b>21,922.11</b>
<b>GRAND TOTAL</b>					<b>\$3,849,809.01</b>		<b>\$2,216,478.75</b>		<b>\$2,305,884.32</b>

# City of Richland

<b>DATE BIDS OPENED:</b> March 24, 2026	<b>ITB #</b> 26-0025
<b>NORTH HORN RAPIDS SEWER EXTENSION</b>	

Item	Description	Qty	Unit	APOLLO, INC KENNEWICK, WA		CULBERT CONSTRUCTION, INC PASCO, WA		GRANITE CONSTRUCTION COMPANY YAKIMA, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH A - BASE BID &amp; SEWER</b>									
A1	Mobilization (All Schedules)	1.00	LS	137,000.00	137,000.00	132,231.86	132,231.86	238,000.00	238,000.00
A2	Project Temporary Traffic Control (All Schedules)	1.00	LS	21,000.00	21,000.00	17,714.31	17,714.31	15,000.00	15,000.00
A3	Portable Changeable Message Sign (PCMS)	392.00	DAY	50.00	19,600.00	156.89	61,500.88	64.25	25,186.00
A4	ESC Lead	130.00	DAY	50.00	6,500.00	25.09	3,261.70	25.00	3,250.00
A5	Roadway Surveying	1.00	LS	27,000.00	27,000.00	13,822.78	13,822.78	24,000.00	24,000.00
A6	Clearing & Grubbing	1.00	ACRE	24,000.00	24,000.00	6,375.23	6,375.23	2,000.00	2,000.00
A7	SPCC Plan	1.00	LS	1,000.00	1,000.00	135.90	135.90	500.00	500.00
A8	Record Drawings (Minimum Bid \$500)	1.00	LS	500.00	500.00	510.46	510.46	500.00	500.00
A9	Removal of Structures & Obstructions	1.00	LS	15,000.00	15,000.00	9,866.21	9,866.21	250.00	250.00
A10	Site Restoration	1.00	LS	15,000.00	15,000.00	43,227.80	43,227.80	2,700.00	2,700.00
A11	Apprenticeship Incentive (No Sales Tax)	1.00	LS	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
A12	Apprenticeship Penalty (No Sales Tax)	1.00	CALC	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)
A13	Erosion Control & Water Pollution Prevention	1.00	LS	19,000.00	19,000.00	11,601.17	11,601.17	30,000.00	30,000.00
A14	Stabilized Construction Entrance	35.00	SY	34.00	1,190.00	51.69	1,809.15	50.00	1,750.00
A15	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26 (PS 115), 0'-10' Deep	1,241.00	LF	45.00	55,845.00	47.02	58,351.82	59.00	73,219.00
A16	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26, 10'-15' Deep	432.00	LF	52.00	22,464.00	71.59	30,926.88	69.00	29,808.00
A17	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26, 15'-20' Deep	493.00	LF	72.00	35,496.00	77.06	37,990.58	78.00	38,454.00
A18	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 0'-10' Deep	3,812.00	LF	83.00	316,396.00	82.26	313,575.12	97.00	369,764.00
A19	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 10'-15' Deep	280.00	LF	87.00	24,360.00	101.34	28,375.20	108.00	30,240.00
A20	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 15'-20' Deep	993.00	LF	107.00	106,251.00	111.24	110,461.32	116.00	115,188.00
A21	Trench Safety	7,251.00	LF	1.00	7,251.00	3.32	24,073.32	1.00	7,251.00
A22	Imported Pipe Bedding	7,251.00	LF	9.00	65,259.00	-	-	3.00	21,753.00
A23	TV Inspection of Sewer or Storm Pipe	7,251.00	LF	3.00	21,753.00	2.22	16,097.22	3.50	25,378.50
A24	Manhole 48 IN. Diam. Type 1, (0'-10' Deep)	4.00	EA	3,420.00	13,680.00	4,882.28	19,529.12	6,600.00	26,400.00
A25	Additional Depth Sewer Manhole, 48 IN. Diam.	8.00	LF	300.00	2,400.00	303.19	2,425.52	300.00	2,400.00
A26	Manhole 54 IN. Diam. Type 1, (0'-10' Deep)	10.00	EA	4,860.00	48,600.00	5,598.43	55,984.30	8,500.00	85,000.00
A27	Additional Depth Sewer Manhole, 54 IN. Diam.	13.00	LF	340.00	4,420.00	304.91	3,963.83	350.00	4,550.00
A28	Manhole 54 IN. Diam. Shallow	2.00	EA	4,720.00	9,440.00	4,410.27	8,820.54	6,000.00	12,000.00
A29	Connect to Existing Sewer	1.00	EA	4,520.00	4,520.00	5,809.73	5,809.73	4,000.00	4,000.00
A30	Dig & Verify	8.00	EA	770.00	6,160.00	516.67	4,133.36	500.00	4,000.00
A31	Sewer Cap - 24"	3.00	EA	2,050.00	6,150.00	2,320.48	6,961.44	2,300.00	6,900.00
A32	Sewer Cap - 12"	3.00	EA	300.00	900.00	601.88	1,805.64	330.00	990.00
A33	Underground Utility Crossings, Marked &	13.00	EA	510.00	6,630.00	735.21	9,557.73	425.00	5,525.00
A34	CDF	10.00	CY	316.00	3,160.00	259.36	2,593.60	170.00	1,700.00
<b>SCH A - BASE BID &amp; SEWER SUBTOTAL</b>				<b>\$1,047,925.00</b>		<b>\$1,043,493.72</b>		<b>\$1,207,656.50</b>	
<b>8.8% SALES TAX</b>				<b>92,217.40</b>		<b>91,827.45</b>		<b>106,273.77</b>	
<b>SCH A - BASE BID &amp; SEWER TOTAL</b>				<b>\$1,140,142.40</b>		<b>\$1,135,321.17</b>		<b>\$1,313,930.27</b>	

				APOLLO, INC KENNEWICK, WA		CULBERT CONSTRUCTION, INC PASCO, WA		GRANITE CONSTRUCTION COMPANY YAKIMA, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS</b>									
B1	Parking Lot Patching (2" ACP / 2" CSTC / 4" CSBC)	961.00	SY	27.00	25,947.00	32.42	31,155.62	26.00	24,986.00
B2	Prep Gravel Access Road (Sewer)	1,749.00	SY	4.60	8,045.40	12.82	22,422.18	2.00	3,498.00
B3	Crack Sealing	3.31	TON	4,600.00	15,226.00	4,510.05	14,928.27	4,600.00	15,226.00
B4	Asphalt for Fogseal (Parking Lot)	7.00	TON	1,570.00	10,990.00	1,537.52	10,762.64	1,650.00	11,550.00
B5	Crushed Surfacing Base Course	512.00	TON	26.00	13,312.00	59.34	30,382.08	39.00	19,968.00
B6	Crushed Surfacing Top Course	824.00	TON	27.00	22,248.00	44.63	36,775.12	27.00	22,248.00
B7	HMA CL. 1/2 IN. PG 64H-28 (2" Temporary Access & Driveways)	282.00	TON	120.00	33,840.00	117.88	33,242.16	115.00	32,430.00
B8	Common Borrow Incl. Haul	690.00	CY	11.50	7,935.00	16.40	11,316.00	10.00	6,900.00
B9	Embankment Compaction	690.00	CY	4.40	3,036.00	3.77	2,601.30	5.00	3,450.00
B10	Paint Line (4")	15,367.00	LF	1.00	15,367.00	1.03	15,828.01	0.65	9,988.55
B11	Parking Lot Symbol (Arrow)	9.00	LF	94.00	846.00	92.25	830.25	150.00	1,350.00
B12	Monument Case, Cover & Pipe	1.00	EA	780.00	780.00	896.68	896.68	500.00	500.00
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS SUBTOTAL</b>					<b>\$157,572.40</b>		<b>\$211,140.31</b>		<b>\$152,094.55</b>
<b>8.8% SALES TAX</b>					<b>13,866.37</b>		<b>18,580.35</b>		<b>13,384.32</b>
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS TOTAL</b>					<b>\$171,438.77</b>		<b>\$229,720.65</b>		<b>\$165,478.87</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD</b>									
C1	Planning Bituminous Pavement	15,265.00	SY	2.70	41,215.50	1.21	18,470.65	2.00	30,530.00
C2	Common Borrow Incl. Haul	4,676.00	CY	11.30	52,838.80	14.27	66,726.52	10.00	46,760.00
C3	Embankment Compaction	4,676.00	CY	4.30	20,106.80	1.95	9,118.20	8.00	37,408.00
C4	Recycled Roadway for Base Course (3")	1,272.00	CY	19.75	25,122.00	14.55	18,507.60	31.00	39,432.00
C5	Crushed Surfacing Base Course (5")	4,134.00	TON	23.50	97,149.00	29.18	120,630.12	30.00	124,020.00
C6	Crushed Surfacing Top Course	1,654.00	TON	24.00	39,696.00	25.84	42,739.36	38.00	62,852.00
C7	HMA CL. 1/2 IN. PG 64H-28 (4" PAVE)	3,647.00	TON	97.30	354,853.10	95.33	347,668.51	105.00	382,935.00
C8	Job Mix Compliance Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C9	Compaction Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C10	Asphalt Cost Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C11	Soil Residual Herbicide	15,265.00	SY	0.15	2,289.75	0.15	2,289.75	0.20	3,053.00
C12	Monument Case, Cover & Pipe	1.00	EA	780.00	780.00	896.68	896.68	500.00	500.00
C13	Shoulder Finishing	1.50	MILE	32,800.00	49,200.00	50,655.50	75,983.25	18,000.00	27,000.00
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD SUBTOTAL</b>					<b>\$683,253.95</b>		<b>\$703,033.64</b>		<b>\$754,493.00</b>
<b>8.8% SALES TAX</b>					<b>60,126.35</b>		<b>61,866.96</b>		<b>66,395.38</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD TOTAL</b>					<b>\$743,380.30</b>		<b>\$764,900.60</b>		<b>\$820,888.38</b>

Item	Description	Qty	Unit	APOLLO, INC KENNEWICK, WA		CULBERT CONSTRUCTION, INC PASCO, WA		GRANITE CONSTRUCTION COMPANY YAKIMA, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH D - OVERLAY HORN RAPIDS ROAD</b>									
D1	Crack Sealing	1.55	TON	4,600.00	7,130.00	4,510.05	6,990.58	4,500.00	6,975.00
D2	HMA CL. 1/2 IN. PG 64H-28 (1 1/2" Overlay)	619.00	TON	100.00	61,900.00	97.38	60,278.22	105.00	64,995.00
D3	HMA CL. 1/2 IN. PG 64H-28 (1/2" Leveling Course)	206.00	TON	100.00	20,600.00	97.38	20,060.28	125.00	25,750.00
D4	Job Mix Compliance Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D5	Compaction Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D6	Asphalt Cost Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D7	Shoulder Finishing	0.67	MILE	32,800.00	21,976.00	33,883.82	22,702.16	18,000.00	12,060.00
D8	Planning Bituminous Pavement	480.00	SY	6.00	2,880.00	3.81	1,828.80	6.50	3,120.00
<b>SCH D - OVERLAY HORN RAPIDS ROAD SUBTOTAL</b>				<b>\$114,489.00</b>		<b>\$111,863.04</b>		<b>\$112,903.00</b>	
<b>0% SALES TAX</b>				<b>-</b>		<b>-</b>		<b>-</b>	
<b>SCH D - OVERLAY HORN RAPIDS ROAD TOTAL</b>				<b>\$114,489.00</b>		<b>\$111,863.04</b>		<b>\$112,903.00</b>	
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS</b>									
E1	Plastic Line	11,225.00	LF	1.00	11,225.00	0.97	10,888.25	1.15	12,908.75
E2	Plastic Wide Lane Line	11,165.00	LF	1.75	19,538.75	1.69	18,868.85	1.70	18,980.50
E3	Plastic Stop Line	178.00	LF	18.30	3,257.40	17.94	3,193.32	17.00	3,026.00
E4	Plastic Crosswalk Line	260.00	SF	10.70	2,782.00	10.51	2,732.60	11.00	2,860.00
E5	Plastic Traffic Arrow	9.00	EA	220.00	1,980.00	215.25	1,937.25	225.00	2,025.00
E6	Plastic Bicycle Symbol	3.00	EA	350.00	1,050.00	343.38	1,030.14	325.00	975.00
E7	Railroad Crossing Symbol	3.00	EA	915.00	2,745.00	896.89	2,690.67	1,250.00	3,750.00
E8	Removing Plastic Line	22,390.00	LF	0.30	6,717.00	0.31	6,940.90	0.75	16,792.50
E9	Temporary Pavement Marking - Short Duration	22,390.00	LF	0.30	6,717.00	0.31	6,940.90	0.35	7,836.50
E10	Permanent Signing	1.00	LF	1,000.00	1,000.00	922.51	922.51	900.00	900.00
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS SUBTOTAL</b>				<b>\$57,012.15</b>		<b>\$56,145.39</b>		<b>\$70,054.25</b>	
<b>0% SALES TAX</b>				<b>-</b>		<b>-</b>		<b>-</b>	
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS TOTAL</b>				<b>\$57,012.15</b>		<b>\$56,145.39</b>		<b>\$70,054.25</b>	
<b>SCH F - WATER</b>									
F1	DI Pipe for Water Main, 16IN.	55.00	LF	217.00	11,935.00	168.16	9,248.80	165.00	9,075.00
F2	DI Pipe for Water Main, 12IN	110.00	LF	111.00	12,210.00	104.79	11,526.90	89.00	9,790.00
F3	Trench Safety	165.00	LF	1.00	165.00	4.94	815.10	4.00	660.00
F4	Imported Pipe Zone Bedding	165.00	LF	3.00	495.00	-	-	10.00	1,650.00
F5	16" Cap + Blow Off	1.00	EA	4,450.00	4,450.00	4,025.96	4,025.96	5,700.00	5,700.00
F6	Cut-In 16" Tee (FL)	1.00	EA	3,390.00	3,390.00	4,282.50	4,282.50	4,200.00	4,200.00
F7	Coupling Adapter, 16" FLxMJ (on AC)	2.00	EA	740.00	1,480.00	1,103.42	2,206.84	650.00	1,300.00
F8	Butterfly Valve, 16" (FLxMJ)	1.00	EA	8,200.00	8,200.00	7,836.80	7,836.80	8,800.00	8,800.00
F9	12" Cap + Blow Off	2.00	EA	2,500.00	5,000.00	2,124.56	4,249.12	3,700.00	7,400.00
F10	Cut-In 12" Tee (FL)	2.00	EA	2,300.00	4,600.00	3,021.90	6,043.80	3,100.00	6,200.00
F11	Coupling Adapter, 12" FLxMJ (on AC)	4.00	EA	910.00	3,640.00	1,218.65	4,874.60	900.00	3,600.00
F12	Butterfly Valve, 12" (FLxMJ)	2.00	EA	4,700.00	9,400.00	4,369.34	8,738.68	5,000.00	10,000.00
F13	Trust Block	6.00	EA	500.00	3,000.00	423.19	2,539.14	330.00	1,980.00
<b>SCH F - WATER SUBTOTAL</b>				<b>\$67,965.00</b>		<b>\$66,388.24</b>		<b>\$70,355.00</b>	
<b>8.8% SALES TAX</b>				<b>5,980.92</b>		<b>5,842.17</b>		<b>6,191.24</b>	
<b>SCH F - WATER TOTAL</b>				<b>\$73,945.92</b>		<b>\$72,230.41</b>		<b>\$76,546.24</b>	

Item	Description	Qty	Unit	APOLLO, INC KENNEWICK, WA		CULBERT CONSTRUCTION, INC PASCO, WA		GRANITE CONSTRUCTION COMPANY YAKIMA, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH G - ELECTRICAL</b>									
G1	Power Conduit - 6"	540.00	LF	8.00	4,320.00	7.79	4,206.60	10.00	5,400.00
G2	Trenching for Power Conduit	540.00	LF	20.00	10,800.00	6.24	3,369.60	6.00	3,240.00
G3	Patching for Power Conduit (4" ACP / 10" Rock)	47.00	SY	172.00	8,084.00	165.44	7,775.68	160.00	7,520.00
G4	Power Conduit Cap - 6"	18.00	EA	23.00	414.00	36.97	665.46	25.00	450.00
<b>SCH G - ELECTRICAL SUBTOTAL</b>					<b>\$23,618.00</b>		<b>\$16,017.34</b>		<b>\$16,610.00</b>
<b>8.8% SALES TAX</b>					<b>2,078.38</b>		<b>1,409.53</b>		<b>1,461.68</b>
<b>SCH G - ELECTRICAL TOTAL</b>					<b>\$25,696.38</b>		<b>\$17,426.87</b>		<b>\$18,071.68</b>
<b>SCH A - BASE BID &amp; SEWER</b>					<b>\$1,140,142.40</b>		<b>\$1,135,321.17</b>		<b>\$1,313,930.27</b>
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS</b>					<b>171,438.77</b>		<b>229,720.65</b>		<b>165,478.87</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD</b>					<b>743,380.30</b>		<b>764,900.60</b>		<b>820,888.38</b>
<b>SCH D - OVERLAY HORN RAPIDS ROAD</b>					<b>114,489.00</b>		<b>111,863.04</b>		<b>112,903.00</b>
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS</b>					<b>57,012.15</b>		<b>56,145.39</b>		<b>70,054.25</b>
<b>SCH F - WATER</b>					<b>73,945.92</b>		<b>72,230.41</b>		<b>76,546.24</b>
<b>SCH G - ELECTRICAL</b>					<b>25,696.38</b>		<b>17,426.87</b>		<b>18,071.68</b>
<b>GRAND TOTAL</b>					<b>\$2,326,104.92</b>		<b>\$2,387,608.12</b>		<b>\$2,577,872.69</b>

# City of Richland

<b>DATE BIDS OPENED:</b>	<b>March 24, 2026</b>	<b>ITB #</b>	<b>26-0025</b>
<b>NORTH HORN RAPIDS SEWER EXTENSION</b>			

<b>GOODMAN &amp; MEHLENBACHER ENTERPRISES, INC KENNEWICK, WA</b>	<b>WATTS CONSTRUCTION, INC KENNEWICK, WA</b>	<b>INTERWEST CONSTRUCTION, INC BELLINGHAM, WA</b>
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Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH A - BASE BID &amp; SEWER</b>									
A1	Mobilization (All Schedules)	1.00	LS	160,000.00	160,000.00	39,908.31	39,908.31	210,000.00	210,000.00
A2	Project Temporary Traffic Control (All Schedules)	1.00	LS	100,000.00	100,000.00	42,350.28	42,350.28	40,000.00	40,000.00
A3	Portable Changeable Message Sign (PCMS)	392.00	DAY	172.50	67,620.00	108.03	42,347.76	90.00	35,280.00
A4	ESC Lead	130.00	DAY	125.00	16,250.00	232.69	30,249.70	100.00	13,000.00
A5	Roadway Surveying	1.00	LS	28,500.00	28,500.00	39,325.25	39,325.25	28,000.00	28,000.00
A6	Clearing & Grubbing	1.00	ACRE	4,500.00	4,500.00	10,711.22	10,711.22	16,500.00	16,500.00
A7	SPCC Plan	1.00	LS	2,500.00	2,500.00	3,025.02	3,025.02	1,000.00	1,000.00
A8	Record Drawings (Minimum Bid \$500)	1.00	LS	500.00	500.00	500.00	500.00	500.00	500.00
A9	Removal of Structures & Obstructions	1.00	LS	5,400.00	5,400.00	5,690.78	5,690.78	11,750.00	11,750.00
A10	Site Restoration	1.00	LS	9,000.00	9,000.00	15,616.12	15,616.12	18,000.00	18,000.00
A11	Apprenticeship Incentive (No Sales Tax)	1.00	LS	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
A12	Apprenticeship Penalty (No Sales Tax)	1.00	CALC	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)
A13	Erosion Control & Water Pollution Prevention	1.00	LS	21,000.00	21,000.00	3,630.99	3,630.99	90,000.00	90,000.00
A14	Stabilized Construction Entrance	35.00	SY	35.00	1,225.00	92.93	3,252.55	40.00	1,400.00
A15	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26 (PS 115), 0'-10' Deep	1,241.00	LF	46.60	57,830.60	51.42	63,812.22	54.00	67,014.00
A16	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26, 10'-15' Deep	432.00	LF	56.20	24,278.40	54.00	23,328.00	59.50	25,704.00
A17	PVC Sanitary Sewer Pipe 12 IN. Diam. SDR26, 15'-20' Deep	493.00	LF	65.40	32,242.20	67.23	33,144.39	63.00	31,059.00
A18	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 0'-10' Deep	3,812.00	LF	91.45	348,607.40	91.96	350,551.52	95.00	362,140.00
A19	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 10'-15' Deep	280.00	LF	104.00	29,120.00	102.21	28,618.80	104.00	29,120.00
A20	PVC Sanitary Sewer Pipe 24 IN. Diam. PS 115, 15'-20' Deep	993.00	LF	104.50	103,768.50	108.02	107,263.86	110.00	109,230.00
A21	Trench Safety	7,251.00	LF	1.00	7,251.00	0.58	4,205.58	1.00	7,251.00
A22	Imported Pipe Bedding	7,251.00	LF	1.50	10,876.50	6.08	44,086.08	13.50	97,888.50
A23	TV Inspection of Sewer or Storm Pipe	7,251.00	LF	3.60	26,103.60	5.14	37,270.14	4.75	34,442.25
A24	Manhole 48 IN. Diam. Type 1, (0'-10' Deep)	4.00	EA	4,865.00	19,460.00	6,580.45	26,321.80	5,700.00	22,800.00
A25	Additional Depth Sewer Manhole, 48 IN. Diam.	8.00	LF	650.00	5,200.00	310.93	2,487.44	100.00	800.00
A26	Manhole 54 IN. Diam. Type 1, (0'-10' Deep)	10.00	EA	6,000.00	60,000.00	10,505.59	105,055.90	6,620.00	66,200.00
A27	Additional Depth Sewer Manhole, 54 IN. Diam.	13.00	LF	675.00	8,775.00	382.68	4,974.84	100.00	1,300.00
A28	Manhole 54 IN. Diam. Shallow	2.00	EA	4,250.00	8,500.00	3,602.02	7,204.04	4,800.00	9,600.00
A29	Connect to Existing Sewer	1.00	EA	7,800.00	7,800.00	9,272.10	9,272.10	5,800.00	5,800.00
A30	Dig & Verify	8.00	EA	550.00	4,400.00	478.56	3,828.48	675.00	5,400.00
A31	Sewer Cap - 24"	3.00	EA	2,300.00	6,900.00	2,380.89	7,142.67	2,250.00	6,750.00
A32	Sewer Cap - 12"	3.00	EA	500.00	1,500.00	352.20	1,056.60	335.00	1,005.00
A33	Underground Utility Crossings, Marked &	13.00	EA	1,730.00	22,490.00	588.99	7,656.87	1,500.00	19,500.00
A34	CDF	10.00	CY	425.00	4,250.00	217.80	2,178.00	320.00	3,200.00

<b>SCH A - BASE BID &amp; SEWER SUBTOTAL</b>	<b>\$1,205,848.20</b>	<b>\$1,106,067.31</b>	<b>\$1,371,633.75</b>
<b>8.8% SALES TAX</b>	<b>106,114.64</b>	<b>97,333.92</b>	<b>120,703.77</b>
<b>SCH A - BASE BID &amp; SEWER TOTAL</b>	<b>\$1,311,962.84</b>	<b>\$1,203,401.23</b>	<b>\$1,492,337.52</b>

				GOODMAN & MEHLENBACHER ENTERPRISES, INC KENNEWICK, WA		WATTS CONSTRUCTION, INC KENNEWICK, WA		INTERWEST CONSTRUCTION, INC BELLINGHAM, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS</b>									
B1	Parking Lot Patching (2" ACP / 2" CSTC / 4" CSBC)	961.00	SY	38.00	36,518.00	17.81	17,115.41	24.00	23,064.00
B2	Prep Gravel Access Road (Sewer)	1,749.00	SY	8.50	14,866.50	3.05	5,334.45	4.00	6,996.00
B3	Crack Sealing	3.31	TON	5,000.00	16,550.00	5,784.65	19,147.19	5,050.00	16,715.50
B4	Asphalt for Fogseal (Parking Lot)	7.00	TON	1,685.00	11,795.00	1,553.31	10,873.17	1,700.00	11,900.00
B5	Crushed Surfacing Base Course	512.00	TON	28.25	14,464.00	20.04	10,260.48	31.00	15,872.00
B6	Crushed Surfacing Top Course	824.00	TON	28.25	23,278.00	20.04	16,512.96	33.00	27,192.00
B7	HMA CL. 1/2 IN. PG 64H-28 (2" Temporary Access & Driveways)	282.00	TON	130.00	36,660.00	125.39	35,359.98	135.00	38,070.00
B8	Common Borrow Incl. Haul	690.00	CY	14.00	9,660.00	10.97	7,569.30	12.75	8,797.50
B9	Embankment Compaction	690.00	CY	6.30	4,347.00	5.65	3,898.50	7.75	5,347.50
B10	Paint Line (4")	15,367.00	LF	1.15	17,672.05	1.21	18,594.07	1.10	16,903.70
B11	Parking Lot Symbol (Arrow)	9.00	LF	105.00	945.00	108.90	980.10	100.00	900.00
B12	Monument Case, Cover & Pipe	1.00	EA	915.00	915.00	4,840.03	4,840.03	3,800.00	3,800.00
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS SUBTOTAL</b>					<b>\$187,670.55</b>		<b>\$150,485.64</b>		<b>\$175,558.20</b>
<b>8.8% SALES TAX</b>					<b>16,515.01</b>		<b>13,242.74</b>		<b>15,449.12</b>
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS TOTAL</b>					<b>\$204,185.56</b>		<b>\$163,728.38</b>		<b>\$191,007.32</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD</b>									
C1	Planning Bituminous Pavement	15,265.00	SY	1.85	28,240.25	1.12	17,096.80	1.75	26,713.75
C2	Common Borrow Incl. Haul	4,676.00	CY	7.80	36,472.80	11.33	52,979.08	12.75	59,619.00
C3	Embankment Compaction	4,676.00	CY	3.85	18,002.60	5.65	26,419.40	7.75	36,239.00
C4	Recycled Roadway for Base Course (3")	1,272.00	CY	46.85	59,593.20	15.48	19,690.56	17.00	21,624.00
C5	Crushed Surfacing Base Course (5")	4,134.00	TON	26.65	110,171.10	28.43	117,529.62	27.00	111,618.00
C6	Crushed Surfacing Top Course	1,654.00	TON	29.70	49,123.80	28.43	47,023.22	42.00	69,468.00
C7	HMA CL. 1/2 IN. PG 64H-28 (4" PAVE)	3,647.00	TON	105.00	382,935.00	116.57	425,130.79	110.00	401,170.00
C8	Job Mix Compliance Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C9	Compaction Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C10	Asphalt Cost Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
C11	Soil Residual Herbicide	15,265.00	SY	0.18	2,747.70	0.08	1,221.20	0.35	5,342.75
C12	Monument Case, Cover & Pipe	1.00	EA	905.00	905.00	1,846.11	1,846.11	3,800.00	3,800.00
C13	Shoulder Finishing	1.50	MILE	15,345.00	23,017.50	67,298.09	100,947.14	32,200.00	48,300.00
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD SUBTOTAL</b>					<b>\$711,211.95</b>		<b>\$809,886.92</b>		<b>\$783,897.50</b>
<b>8.8% SALES TAX</b>					<b>62,586.65</b>		<b>71,270.05</b>		<b>68,982.98</b>
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD TOTAL</b>					<b>\$773,798.60</b>		<b>\$881,156.96</b>		<b>\$852,880.48</b>

Item	Description	Qty	Unit	GOODMAN & MEHLENBACHER ENTERPRISES, INC KENNEWICK, WA		WATTS CONSTRUCTION, INC KENNEWICK, WA		INTERWEST CONSTRUCTION, INC BELLINGHAM, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH D - OVERLAY HORN RAPIDS ROAD</b>									
D1	Crack Sealing	1.55	TON	4,925.00	7,633.75	5,478.31	8,491.38	5,050.00	7,827.50
D2	HMA CL. 1/2 IN. PG 64H-28 (1 1/2" Overlay)	619.00	TON	105.00	64,995.00	119.57	74,013.83	112.00	69,328.00
D3	HMA CL. 1/2 IN. PG 64H-28 (1/2" Leveling Course)	206.00	TON	105.00	21,630.00	139.10	28,654.60	112.00	23,072.00
D4	Job Mix Compliance Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D5	Compaction Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D6	Asphalt Cost Price Adjustment	1.00	DOL	1.00	1.00	1.00	1.00	1.00	1.00
D7	Shoulder Finishing	0.67	MILE	17,950.00	12,026.50	70,127.85	46,985.66	26,500.00	17,755.00
D8	Planning Bituminous Pavement	480.00	SY	7.00	3,360.00	3.52	1,689.60	8.25	3,960.00
<b>SCH D - OVERLAY HORN RAPIDS ROAD SUBTOTAL</b>				<b>\$109,648.25</b>		<b>\$159,838.07</b>		<b>\$121,945.50</b>	
<b>0% SALES TAX</b>				<b>-</b>		<b>-</b>		<b>-</b>	
<b>SCH D - OVERLAY HORN RAPIDS ROAD TOTAL</b>				<b>\$109,648.25</b>		<b>\$159,838.07</b>		<b>\$121,945.50</b>	
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS</b>									
E1	Plastic Line	11,225.00	LF	1.20	13,470.00	1.15	12,908.75	1.05	11,786.25
E2	Plastic Wide Lane Line	11,165.00	LF	1.85	20,655.25	2.00	22,330.00	1.80	20,097.00
E3	Plastic Stop Line	178.00	LF	20.00	3,560.00	21.17	3,768.26	20.00	3,560.00
E4	Plastic Crosswalk Line	260.00	SF	11.50	2,990.00	12.40	3,224.00	11.00	2,860.00
E5	Plastic Traffic Arrow	9.00	EA	235.00	2,115.00	254.10	2,286.90	240.00	2,160.00
E6	Plastic Bicycle Symbol	3.00	EA	375.00	1,125.00	405.36	1,216.08	380.00	1,140.00
E7	Railroad Crossing Symbol	3.00	EA	1,000.00	3,000.00	1,058.76	3,176.28	1,000.00	3,000.00
E8	Removing Plastic Line	22,390.00	LF	0.35	7,836.50	0.36	8,060.40	0.35	7,836.50
E9	Temporary Pavement Marking - Short Duration	22,390.00	LF	0.35	7,836.50	0.36	8,060.40	0.35	7,836.50
E10	Permanent Signing	1.00	LF	1,000.00	1,000.00	1,089.01	1,089.01	1,000.00	1,000.00
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS SUBTOTAL</b>				<b>\$63,588.25</b>		<b>\$66,120.08</b>		<b>\$61,276.25</b>	
<b>0% SALES TAX</b>				<b>-</b>		<b>-</b>		<b>-</b>	
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS TOTAL</b>				<b>\$63,588.25</b>		<b>\$66,120.08</b>		<b>\$61,276.25</b>	
<b>SCH F - WATER</b>									
F1	DI Pipe for Water Main, 16IN.	55.00	LF	180.00	9,900.00	217.30	11,951.50	205.00	11,275.00
F2	DI Pipe for Water Main, 12IN	110.00	LF	110.00	12,100.00	142.50	15,675.00	124.00	13,640.00
F3	Trench Safety	165.00	LF	1.00	165.00	18.33	3,024.45	1.50	247.50
F4	Imported Pipe Zone Bedding	165.00	LF	1.50	247.50	14.57	2,404.05	29.00	4,785.00
F5	16" Cap + Blow Off	1.00	EA	6,500.00	6,500.00	7,802.43	7,802.43	6,000.00	6,000.00
F6	Cut-In 16" Tee (FL)	1.00	EA	8,250.00	8,250.00	14,679.33	14,679.33	6,000.00	6,000.00
F7	Coupling Adapter, 16" FLxMJ (on AC)	2.00	EA	1,700.00	3,400.00	6,308.07	12,616.14	1,800.00	3,600.00
F8	Butterfly Valve, 16" (FLxMJ)	1.00	EA	9,125.00	9,125.00	12,195.06	12,195.06	11,000.00	11,000.00
F9	12" Cap + Blow Off	2.00	EA	3,450.00	6,900.00	5,557.31	11,114.62	2,500.00	5,000.00
F10	Cut-In 12" Tee (FL)	2.00	EA	4,000.00	8,000.00	5,956.93	11,913.86	3,800.00	7,600.00
F11	Coupling Adapter, 12" FLxMJ (on AC)	4.00	EA	1,450.00	5,800.00	4,635.59	18,542.36	1,700.00	6,800.00
F12	Butterfly Valve, 12" (FLxMJ)	2.00	EA	5,200.00	10,400.00	8,207.41	16,414.82	5,300.00	10,600.00
F13	Trust Block	6.00	EA	500.00	3,000.00	632.15	3,792.90	370.00	2,220.00
<b>SCH F - WATER SUBTOTAL</b>				<b>\$83,787.50</b>		<b>\$142,126.52</b>		<b>\$88,767.50</b>	
<b>8.8% SALES TAX</b>				<b>7,373.30</b>		<b>12,507.13</b>		<b>7,811.54</b>	
<b>SCH F - WATER TOTAL</b>				<b>\$91,160.80</b>		<b>\$154,633.65</b>		<b>\$96,579.04</b>	

				GOODMAN & MEHLENBACHER ENTERPRISES, INC KENNEWICK, WA		WATTS CONSTRUCTION, INC KENNEWICK, WA		INTERWEST CONSTRUCTION, INC BELLINGHAM, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
<b>SCH G - ELECTRICAL</b>									
G1	Power Conduit - 6"	540.00	LF	18.00	9,720.00	5.42	2,926.80	22.50	12,150.00
G2	Trenching for Power Conduit	540.00	LF	8.55	4,617.00	9.44	5,097.60	3.00	1,620.00
G3	Patching for Power Conduit (4" ACP / 10" Rock)	47.00	SY	160.00	7,520.00	144.82	6,806.54	34.00	1,598.00
G4	Power Conduit Cap - 6"	18.00	EA	40.00	720.00	26.89	484.02	40.00	720.00
<b>SCH G - ELECTRICAL SUBTOTAL</b>				<b>\$22,577.00</b>		<b>\$15,314.96</b>		<b>\$16,088.00</b>	
<b>8.8% SALES TAX</b>				<b>1,986.78</b>		<b>1,347.72</b>		<b>1,415.74</b>	
<b>SCH G - ELECTRICAL TOTAL</b>				<b>\$24,563.78</b>		<b>\$16,662.68</b>		<b>\$17,503.74</b>	
<b>SCH A - BASE BID &amp; SEWER</b>				<b>\$1,311,962.84</b>		<b>\$1,203,401.23</b>		<b>\$1,492,337.52</b>	
<b>SCH B - PARKING LOT / DRIVEWAYS / ACCESS ROADS</b>				<b>204,185.56</b>		<b>163,728.38</b>		<b>191,007.32</b>	
<b>SCH C - RECONSTRUCTION HORN RAPIDS ROAD</b>				<b>773,798.60</b>		<b>881,156.96</b>		<b>852,880.48</b>	
<b>SCH D - OVERLAY HORN RAPIDS ROAD</b>				<b>109,648.25</b>		<b>159,838.07</b>		<b>121,945.50</b>	
<b>SCH E - PAVEMENT MARKINGS, STRIPING &amp; SIGNS</b>				<b>63,588.25</b>		<b>66,120.08</b>		<b>61,276.25</b>	
<b>SCH F - WATER</b>				<b>91,160.80</b>		<b>154,633.65</b>		<b>96,579.04</b>	
<b>SCH G - ELECTRICAL</b>				<b>24,563.78</b>		<b>16,662.68</b>		<b>17,503.74</b>	
<b>GRAND TOTAL</b>				<b>\$2,578,908.08</b>		<b>\$2,645,541.05</b>		<b>\$2,833,529.86</b>	



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

### Subject

Resolution No. 2026-42, Authorizing a Grant Application and Acceptance of Washington State Criminal Justice Training Commission Officer Wellness Program Funds

### Department/Office

Police

### Ordinance/Resolution Number

2026-42

### Document Type

Resolution

### Recommended Motion

Adopt Resolution No. 2026-42, authorizing a grant application to the Washington State Criminal Justice Training Commission for the Officer Wellness Program, and authorizing the City Manager to sign all related documents to accept the funds in the event staff's application is successful.

### Summary

The Washington State Legislature recognizes the resiliency and mental health of officers as being a necessary component to the effective delivery of law enforcement services to the community. Funding has been allocated to the Washington Association of Sheriffs and Police Chiefs (WASPC) to establish a behavioral health support and suicide program for law enforcement officers. The grant is managed by the Washington State Criminal Justice Training Commission (CJTC).

The Richland Police Department (RPD) established the RPD Officer Resiliency Program in 2022 with funding provided by CJTC. The RPD program is modeled after the program being used by the Washington State Internet Crimes Against Children (WA-ICAC). This comprehensive model will continue to provide officers with the awareness of the demands and stress of being a police officer, the knowledge of being able to recognize the signs of stress, mitigation strategies to deal with the stress, wellness strategies to help officers be more resilient and direct access to professional mental health support services.

RPD intends to apply for the grant from CJTC to fund the continued participation in the RPD Officer Resiliency Program.

Staff recommends adoption of Resolution No. 2026-42.

### Fiscal Impact

While the amount of the grant is unknown at this time, funds awarded will assist in the funding of the Richland Police Department's ongoing Wellness Program that provides services to sworn and non-sworn employees.

### Attachments

- I. Resolution No. 2026-42

**RESOLUTION NO. 2026-42**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
AUTHORIZING A GRANT APPLICATION AND ACCEPTANCE OF  
WASHINGTON STATE CRIMINAL JUSTICE TRAINING  
COMMISSION OFFICER WELLNESS PROGRAM FUNDS.**

**WHEREAS**, the Washington State Legislature has recognized the resiliency and mental health of law enforcement officers as being a necessary component to the effective delivery of law enforcement services to the community; and

**WHEREAS**, funding has been allocated to the Washington Association of Sheriffs and Police Chiefs (WASPC) to establish a behavioral health support and suicide prevention program for law enforcement officers; and

**WHEREAS**, the grant funding is managed by the Washington State Criminal Justice Training Commission (CJTC); and

**WHEREAS**, the Richland Police Department was awarded grant funds in 2022 for the implementation of the Officer Resiliency Program and has since been awarded funding annually; and

**WHEREAS**, 2026-2027 grant funding will allow for continued support of the Officer Resiliency Program.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Richland that staff is authorized to submit a grant application to the Washington State Criminal Justice Training Commission’s 2026-2027 Officer Wellness Program in support of the Richland Police Department Officer Resiliency Program.

**BE IT FURTHER RESOLVED** that the City Manager is authorized to sign and execute all documents necessary to receive the grant in the event staff’s application is successful.

**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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Resolutions - Adoption

Strategic Priority I - High Performance Government

### Subject

Resolution No. 2026-43, Authorizing a Grant Application and Acceptance of Washington State Department of Transportation Grant for Safe Routes to School Program Funding

### Department/Office

Police

### Ordinance/Resolution Number

2026-43

### Document Type

Resolution

### Recommended Motion

Adopt Resolution No. 2026-43, authorizing an application to the Washington State Department of Transportation Safe Routes to School Program and authorizing the City Manager to sign and execute all related documents to accept the funds in the event staff's application is successful.

### Summary

The Safe Routes to School Program administered by the Washington State Department of Transportation provides funding to support programs that encourage and enable students to safely walk and bicycle to school. The City of Richland Police Department (RPD) conducts community-based bicycle safety education activities designed to teach students bicycle safety, traffic awareness, and proper helmet use.

RPD seeks Safe Routes to School Program funding to support bicycle safety education and safe walking for students. These efforts advance the City's commitment to improving traffic safety.

Staff recommends approval of Resolution No. 2026-43.

### Fiscal Impact

No matching funds required. Funding will be used to pay for activities related to bicycle and walking to school safety.

### Attachments

- I. Resolution No. 2026-43

**RESOLUTION NO. 2026-43**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
AUTHORIZING A GRANT APPLICATION AND ACCEPTANCE OF  
WASHINGTON STATE DEPARTMENT OF TRANSPORTATION  
SAFE ROUTES TO SCHOOL PROGRAM FUNDING.**

**WHEREAS**, the City of Richland Police Department (RPD) is committed to improving traffic safety and promoting safe transportation options for youth within the community; and

**WHEREAS**, the Washington State Department of Transportation's Safe Routes to School Program provides funding to support programs that encourage and enable students to safely walk and bicycle to school; and

**WHEREAS**, RPD conducts community-based bicycle safety education activities, including an annual Bike Rodeo safety event at Chief Joseph Middle School, designed to teach students bicycle safety skills, traffic awareness, and proper helmet use through hands-on instruction and demonstrations; and

**WHEREAS**, RPD seeks Safe Routes to School Program funding to support education and encouragement projects that promote safe walking and bicycling for students and provide bicycle safety education opportunities within the community; and

**WHEREAS**, these efforts advance the City's commitment to improving traffic safety, reducing reliance on vehicle travel and its environmental impacts, promoting active transportation options for youth, including walking and bicycling to school, and strengthening partnerships between the Richland Police Department, local schools, and the community.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Richland that staff is authorized to prepare and submit a grant application to the Washington State Department of Transportation's Safe Routes to School Program for funding to support education and encouragement projects conducted by the Richland Police Department.

**BE IT FURTHER RESOLVED** that the City Manager is authorized to sign and execute all documents necessary to receive the grant in the event staff's application is successful.

**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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Items - Approval

Strategic Priority I - High Performance Government

### Subject

Travel Authorization for Mayor Richardson

### Department/Office

City Manager

### Ordinance/Resolution Number

### Document Type

General Business Item

### Recommended Motion

Approve travel for Mayor Theresa Richardson to attend the 2026 Energy Communities Alliance (ECA) Forum in Augusta, Georgia, from April 21–24, 2026, with expenses charged to the City Council Travel Budget.

### Summary

Mayor Theresa Richardson plans to attend the 2026 Energy Communities Alliance (ECA) Forum, titled "The Business of Nuclear: Communities and Industry Working Together". The forum is scheduled for April 21–24, 2026, in Augusta, Georgia.

The ECA Forum brings together U.S. Department of Energy officials, federal and state policymakers, local government leaders, utilities, industry representatives, and nuclear technology developers to discuss the future of nuclear energy development and related economic opportunities for host communities. Agenda topics include federal nuclear initiatives, development of the nuclear supply chain, economic development opportunities, workforce development, and community engagement strategies.

Participation in the forum will provide the City of Richland with opportunities to engage with federal officials and peer communities regarding nuclear energy development, DOE policy initiatives, and economic opportunities related to the Hanford site and the broader regional energy economy.

Richland Municipal Code (RMC) Sections 1.01.040 and 2.26.062 require Council approval for travel involving an overnight stay, the use of commercial transportation outside of Washington State, or when estimated expenses exceed \$500.

### Fiscal Impact

Estimated travel expenses are approximately \$2,700, including airfare, lodging, meals, and ground transportation. Expenses will be charged to the City Council Travel Budget, for which funding is available. The Energy Communities Alliance provides partial reimbursement for certain travel expenses associated with this event, and eligible reimbursement requests will be submitted following the completion of travel.

### Attachments

- I. ECA Forum Conference Agenda



**April 21 – 24, 2026**  
**Augusta Marriott at the Convention Center**  
**Augusta, Georgia**

**Tuesday April 21**

**1:00pm – 2:30pm**      **Understanding Nuclear Opportunities: What You Need to Know**

This preview session provides participants with a snapshot of today's advanced nuclear landscape including the latest on consolidated storage, nuclear power restarts, current fleet capabilities, novel reactor types, and reprocessing.

Offering a strong foundation for industry analysis, the session prepares participants to understand what questions to ask about potential projects with the big picture basics on nuclear science and technology.

**2:30pm – 2:45pm**      **Coffee Break**

**2:45pm – 4:30pm**      **Roundtable Discussions with Nuclear Leaders**

This interactive session encourages conversations among community leaders, nuclear innovators, nuclear developers, industry representatives. Table topics include aspects of the whole nuclear supply chain and will be facilitated through rotating small roundtable discussions.

This is a great way to preview specific topics and meet other participants with similar interests with time to go deeper when the official program begins.

**5:30 pm – 7:00 pm**      **Welcome Reception & Registration**

**Wednesday, April 22**

**7:30 am – 8:30 am**      **Breakfast and Registration**

**8:30 am – 9:00 am**      **Welcome & Opening Remarks**

**9:00 am – 10:00 am**      **Nuclear Initiatives Across the Federal Government**

To kick off the Forum, this round table discussion will offer attendees an opportunity to hear directly from a panel of officials from across DOE's program offices. Panelists will detail how the federal government is directing nuclear initiatives and what advancements in energy infrastructure, national security, and technology development these initiatives will achieve.

**10:00 am – 10:15 am**      **Coffee Break****10:15 am – 10:45 am**      **Setting the Stage for Nuclear**

Celebrating its fifth year, ECA's New Nuclear Initiative represents just a hint of the massive changes which set the stage for new nuclear projects from coast to coast. This session will discuss the impact of the Presidential Executive Orders, DOE's new initiatives, and other federal programs spurring private sector participation in nuclear development today. Participants will gain important context for future possibilities in the policy landscape supporting nuclear.

**10:45 am – 11:45 pm**      **Local Initiatives Building Momentum on Deployment**

This panel will the public officials who have worked together to align multiple jurisdictional levels and public utility commissions to develop and pursue new nuclear initiatives. Participants will come away with an understanding of what challenges coordinated nuclear programs face, and how these programs acquire funding sources, aggregate resources, and incentivize participation.

**11:45 pm – 12:15 pm**      **Finding Partners & Building Community Support**

Panelists will offer case studies and proven practices in building community support for nuclear projects and fostering collaboration among relevant parties. Participants will come away with insights on how local governments engage and build support for private projects in collaboration with the nuclear industry and regional electricity markets.

**12:15 pm – 1:15 pm**      **Working Lunch - Leveraging International Successes in Nuclear Development****1:15pm – 2:15pm**      **Picking the Right Project – Timelines, Technology, Funding, and Policy**

This session will explore how to evaluate nuclear technologies including small modular reactors (SMRs), new reactor designs, reprocessing facilities, and more. Participants will learn about the novel applications coming to market and consider how energy communities can support the success of new deployments and the sources of financing for the projects.

**2:15 pm – 3:15 pm**      **The Forces and Users Driving Nuclear**

If you build it, who will come? In this panel, we'll hear from energy off takers - AI data center companies and developers, large scale manufacturers, and utilities, to explore why nuclear fits into the business plans of large energy users. Participants will learn more about nuclear market potential, where utilities will fit in, and how hyperscalers and AI are influencing traditional utilities and electricity markets.

**3:15 pm – 3:30pm**      **Snapshot: Military and Nuclear Energy – The Micro Reactors****3:30pm – 3:45pm**      **Coffee Break**

**3:45 pm – 4:30 pm**      **Commercializing Nuclear: Next-to-Market Technologies**

Companies are racing to market with a wide range of technologies. This session will provide attendees with an opportunity to hear what to expect in terms of the speed of deployment for first-of-a-kind technologies and how economies of scale can be achieved.

**5:00 pm – 6:00 pm**      **Nuclear Developer Spotlight and Social**

Get ready to meet the future of nuclear energy. Join us for rapid-fire spotlights where pioneering companies from across the fuel cycle—from front end to back end—will introduce their cutting-edge technologies in dynamic 2-minute pitches. You'll gain practical insights on how to evaluate which solutions are the right fit for your community's needs. Then, dive deeper in our cocktail-style "Planning Studio," where you can connect one-on-one with innovators, ask the tough questions, and explore partnerships that could transform your region's energy future.

**6:00pm – 7:00pm**      **Reception**

**Thursday, April 23**

**7:30 am – 8:30 am**      **Breakfast**

**8:30 am – 9:30 am**      **Regional Focus: Nuclear Opportunities in the Southeast**

**9:30 am – 10:30 am**      **Creating the Right Business Environment for Nuclear Facilities**

This panel will focus on the economic developer perspective of new nuclear development. Participants will understand the opportunities that new nuclear can bring to the community, and will hear from developers on how they cultivate new projects and what local officials can do to align their community with economic development goals and promising partnerships.

**10:30 am – 10:45 am**      **Coffee Break**

**10:45 am – 11:45 am**      **Developing the Nuclear Supply Chain - Needs and Opportunities**

Nuclear is more than just reactors. Participants will learn more about existing manufacturing supply chains and consider the needs and new opportunities are available in manufacturing, enrichment, and more.

**11:45 pm – 12:30 pm**      **Managing Nuclear Waste to Fuel Nuclear Deployment**

An integrated waste management system will be necessary to maximize the success of new nuclear development. In this session, participants will learn about what waste streams may be produced by new

nuclear technologies, management policy for these waste streams and the prospect of reprocessing and recycling among other practical uses for nuclear material.

**12:30 pm – 1:30 pm**      **Working Lunch - How are Nuclear Projects Financed?**

**1:30 pm – 2:15 pm**      **Building National, State, and Local Workforce**

How are governments developing workforce initiatives to rebuild the nuclear education-to-workforce pipeline? Participants will come away from this panel with an understanding of best practices in workforce development, national workforce needs, and what steps can be taken to address talent attraction and retention.

**5:00pm – 7:00pm**      **Evening Entertainment in Aiken (Optional)**

**Friday, April 24**

**8:00am – 5:00pm**      **Site Tour**

More details to be provided soon! – *ECA Forum registration required to participate*



## COUNCIL AGENDA ITEM STAFF REPORT

Meeting Date: 4/7/2026

Agenda Category: Items - Approval

Strategic Priority I - High Performance Government

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### Subject

Appointment to the Arts Commission: Rohan Nune

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Department/Office	Ordinance/Resolution Number	Document Type
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City Clerk

General Business Item

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### Recommended Motion

Appoint Rohan Nune to Youth Position No. 7 on the Arts Commission.

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### Summary

The term for Youth Position No. 7 on the Arts Commission expired on March 31, 2026. The recruitment period was extended to receive additional applications. Arts Commission Chair Richardson, Vice-Chair Rice, Council Liaison Whitten and Staff Liaison Piper interviewed Rohan Nune and recommend his appointment to the vacant position.

The term for youth members on the Arts Commission is (one) 1 year. Mr. Nune's term will be effective upon appointment and will run through March 31, 2027.

Candidate application packet is on file in the City Clerk's Office.

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### Fiscal Impact

None.

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### Attachments

- I. Arts Commission Member Appointment Recommendation Memo

**CITY OF RICHLAND**  
**PARKS & PUBLIC FACILITIES**

625 Swift Boulevard, MS-13  
Richland, WA 99352  
(509) 942-7390



**MEMORANDUM**

TO: City Clerk, Jennifer Rogers

FROM: Administrative Assistant II, Patty Roe

DATE: April 2, 2026

SUBJECT: Arts Commission Position No. 7 (Youth) Interview Results

The term for Youth Position No. 7 on the Arts Commission expired on March 31, 2026. No applications were received during the initial recruitment period. Following the close of recruitment, staff conducted supplemental outreach by contacting youth applicants who had previously applied to serve on the Parks and Recreation Commission but not selected.

Chair Richardson, Vice Chair Rice, Council Liaison Whitten, and Staff Liaison Piper reviewed the available application materials, conducted an interview with one youth candidate, and recommended the following appointment to the Arts Commission:

**Youth Position No. 7 – Rohan Nune**

The term for Youth Position No. 7 will begin April 8, 2026, and end March 31, 2027.



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Items of Business

Strategic Priority 2 - Financial Sustainability

### Subject

Ordinance No. 2026-08, Amending the 2026 Budget in the Water, Sewer, and Streets Capital Funds

Department/Office	Ordinance/Resolution Number	Document Type
Finance	2026-08	Ordinance

### Recommended Motion

Give first reading to Ordinance No. 2026-08, amending the 2026 Budget to appropriate funds from unappropriated fund balance in the City's Water, Sewer, and Streets Capital Funds as provided therein.

### Summary

Ordinance No. 2026-08 amends the 2026 budget for the following items:

Water Fund - The Water Department budgeted for a Comprehensive Water System Plan Update in 2026. However, based on the results of the formal Request for Qualifications (RFQ) process, actual project costs exceeded the original allocation, requiring an additional appropriation of \$120,000 to complete the project. Sufficient fund balance exists within the Water Fund to cover this amount.

Wastewater Fund - No funds were appropriated in the Wastewater Fund for needed portable inspection equipment for city-owned sewer and stormwater pipe in the amount of \$138,340. The Wastewater Fund has sufficient fund balance to support the additional appropriations.

Streets Capital Fund - Multiple projects require supplemental funding to reach completion. Contributing factors include withdrawn grant awards, increased city match obligations, or cost overruns on a jointly managed project with a neighboring municipality. A total of \$309,788 in additional appropriations is needed. There is sufficient fund balance in the Streets Capital Fund to support these additional appropriations. The fund balance primarily consists of savings realized from prior year projects that were completed under budget.

**Fiscal Impact** Approval of Ordinance No. 2026-08 will increase total appropriations by \$568,128, comprised of \$120,000 in the Water Fund, \$138,340 in the Wastewater Fund, and \$309,788 in the Streets Capital Fund. All appropriations will be supported by fund balance in the respective funds.

### Attachments

- I. Ordinance No. 2026-08

**ORDINANCE NO. 2026-08**

**AN ORDINANCE OF THE CITY OF RICHLAND, WASHINGTON,  
AMENDING THE 2026 BUDGET TO PROVIDE FOR ADDITIONAL  
APPROPRIATIONS AND DECLARING THAT A PUBLIC  
EMERGENCY EXISTS IN THE CITY'S WATER, SEWER, AND  
STREETS CAPITAL FUNDS.**

**WHEREAS**, on December 2, 2025, Richland City Council approved Ordinance No. 2025-33 adopting the 2026 Budget; and

**WHEREAS**, this Ordinance No. 2026-08 will accomplish several budget adjustments in the 2026 Budget necessary for the effective delivery of services to the public; and

**WHEREAS**, existing budgeted funds in the Water Fund are insufficient to complete the work proposed for the Comprehensive Water System Plan Update based on the results of the formal Request for Qualifications (RFQ); and

**WHEREAS**, sufficient unappropriated funds are available in the Water Fund to support the required budget adjustment; and

**WHEREAS**, no funds were appropriated in the Sewer Fund for portable inspection equipment for City-owned sewer and stormwater pipe; and

**WHEREAS**, sufficient unappropriated funds are available in the Sewer Fund to support the required budget adjustment; and

**WHEREAS**, additional appropriations are required in the Streets Capital Fund to complete multiple projects that have exceeded their original cost estimates; and

**WHEREAS**, sufficient unappropriated funds are available in the Streets Capital Fund, resulting from previous projects completed under budget, to accommodate the required budget adjustment; and

**WHEREAS**, pursuant to RCW 35.33.091, a duly noticed public hearing was held on April 7, 2026 regarding the increase in appropriations from beginning fund balance in the above-referenced funds.

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

Section 1. Facts Constituting Emergency. The expenses contained within this Ordinance were not anticipated when the 2026 Budget was adopted.

Section 2. Declaration of Public Emergency. Due to circumstances described above, the City Council declares that a public emergency exists in the Water, Sewer, and Streets Capital Funds.

Section 3. Amendment of the 2026 Budget. The 2026 Budget is hereby amended to provide additional appropriations in the Water, Sewer, and Streets Capital Funds from unappropriated fund balance as follows:

Water Fund  
Current Appropriation: \$ 20,539,867  
Increase in Appropriation: \$ 120,000  
Amended Appropriation: \$ 20,659,867

Sewer Fund  
Current Appropriation: \$ 19,197,844  
Increase in Appropriation: \$ 138,340  
Amended Appropriation: \$ 19,336,184

Streets Capital Fund  
Current Appropriation: \$ 9,298,550  
Increase in Appropriation: \$ 309,788  
Amended Appropriation: \$ 9,608,338

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

**PASSED** by the City Council of the City of Richland, Washington, at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Theresa Richardson, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Heather Kintzley, City Attorney

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Date Published: \_\_\_\_\_



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Items of Business

Strategic Priority 2 - Financial Sustainability

### Subject

Resolution No. 2026-44, Authorizing a Purchase and Sale Agreement with 1200 Jadwin LLC

**Department/Office**  
City Manager

**Ordinance/Resolution Number**  
2026-44

**Document Type**  
Resolution

### Recommended Motion

Adopt Resolution No. 2026-44, authorizing the City Manager to sign and execute a Purchase and Sale Agreement with 1200 Jadwin LLC for the purchase 4.18 acres of property located at 1200 Jadwin Avenue, (Parcel Identification Number 1-1198-102-0618-019), for the purpose of renovating a portion of the building for use as a replacement police station, and reserving remaining unused portions of the building for future municipal needs.

### Summary

The City of Richland Police Station, located at 871 George Washington Way, was constructed in 2000 and, at 19,250 square feet, is undersized to meet current operational needs. The City contracted with qualified public safety architectural consultants, Architects West, Inc. and Rice Fergus Miller, Inc., to evaluate multiple options for expansion or replacement of the Richland Police Station. The City's planning analysis indicates that approximately 56,500 square feet is needed to support existing police functions and anticipated growth over the next 15 years.

The most cost-effective option identified is the purchase of 4.18 acres of property currently for sale at 1200 Jadwin Avenue (Parcel Identification Number 1-1198-102-0618-019). The proposal includes renovation of approximately 46,000 square feet within the existing 126,000 square foot building to replace the existing Richland Police Station. The purchase price of 1200 Jadwin Avenue is \$7,750,000, with estimated renovation costs of \$42,350,000, together totaling \$50,100,000. The total cost includes purchase and renovation, and represents cost savings of approximately fifteen million dollars (\$15,000,000) as compared to the next most cost-effective option, and will not require new voter-approved revenue. The remaining 80,000 square feet of unallocated space will be reserved for future municipal needs.

The current Richland Police Station, located at 871 George Washington Way, is adjacent to the former Richland City Hall site, and the two properties together could be evaluated to determine their highest and best redevelopment potential consistent with the City's strategic vision. The proposed purchase and sale agreement includes a due diligence period and contingencies for structural evaluation by a subject matter expert engineer and value appraisal by a qualified Member of the Appraisal Institute (MAI) appraiser.

Staff recommends adoption of Resolution No. 2026-44.

### Fiscal Impact

The purchase price for 1200 Jadwin Avenue is \$7,750,000, and the estimated renovation cost for a replacement Richland Police Station is \$42,350,000. The total cost of the 1200 Jadwin Avenue option is expected to be \$50,100,000, including purchase and renovation. Adequate funding exists in the General Fund Reserve to acquire the property while maintaining the reserve at the high end of policy parameters. Future funding for renovation is expected to come from a combination of future land sales in the Northwest Advanced Clean Energy Park and Councilmanic General Obligation Bonds using new capacity created by the new 0.1% sales tax (Ord 2025-36) as revenue.

### Attachments

1. Resolution No. 2026-44
2. Proposed Purchase and Sale Agreement - 1200 Jadwin

**RESOLUTION NO. 2026-44**

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,  
AUTHORIZING A PURCHASE AND SALE AGREEMENT WITH  
1200 JADWIN LLC FOR THE PURCHASE OF REAL PROPERTY  
LOCATED AT 1200 JADWIN AVENUE.**

**WHEREAS**, the City of Richland Police Station located at 871 George Washington Way was constructed in 2000 and is 19,250 square feet in size; and

**WHEREAS**, the Richland Police Station is undersized for current needs; and

**WHEREAS**, the City contracted with qualified public safety architectural consultants, Architects West, Inc. and Rice Fergus Miller, Inc., to evaluate multiple options to expand or replace the Richland Police Station; and

**WHEREAS**, a total of 56,500 square feet is needed for existing police functions and for future growth (15 years); and

**WHEREAS**, the most cost-effective current option to meet the needs of the City is to purchase the 4.18 acres of property currently for sale at 1200 Jadwin Avenue, located upon Parcel Identification Number (PIN) 1-1198-102-0618-019, and to renovate approximately 46,000 square feet of the 126,000 square feet, seven-story building to replace the existing Richland Police Station; and

**WHEREAS**, the purchase price of 1200 Jadwin Avenue is \$7,750,000, and the estimated renovation cost for a replacement Richland Police Station is \$42,350,000, together totaling \$50,100,000; and

**WHEREAS**, the total cost of the 1200 Jadwin Avenue option, including purchase and renovation, represents cost savings of approximately fifteen million dollars (\$15,000,000) as compared to the next most cost-effective option, and will not require new voter-approved revenue; and

**WHEREAS**, the remaining additional 80,000 square feet of unallocated space in the 1200 Jadwin Avenue building may be reserved for future municipal needs; and

**WHEREAS**, the current Richland Police Station located at 871 George Washington Way is adjacent to the former Richland City Hall site, and the two properties together should be evaluated to determine their highest and best redevelopment use consistent with the City's strategic vision; and

**WHEREAS**, the proposed purchase and sale agreement includes a due diligence period, and contingencies for structural evaluation by a subject matter expert engineer and value appraisal by a qualified Member of the Appraisal Institute (MAI) appraiser.

**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 with 1200 Jadwin LLC for the purchase of 1200 Jadwin Avenue (PIN 1-1198-102-0618-019).

**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 7<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
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: 1200 Jadwin Avenue*

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 (“Purchaser”), and **1200 Jadwin, LLC**, a Washington limited liability company (“Seller”). The Effective Date of this Agreement shall be determined pursuant to the terms of Section 3.1 herein.

1. Purchase and Sale of Property. Seller agrees to sell and Purchaser agrees to purchase, on the terms hereafter stated, the real property located at 1200 Jadwin Avenue in the City of Richland, Benton County, Washington, which is legally described in **Exhibit A** attached hereto (hereinafter referred to as the “Property”). The Property contemplated by this Agreement includes the land and all improvements thereupon.

1.1. Laws and Rights. 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.

2. Purchase Price. The total purchase price for the Property shall be **SEVEN MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$7,750,000)** (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. Reserved.

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 Purchaser is contingent upon approval of this Agreement by the City Council of the City of Richland in its sole discretion. This Agreement will be presented to Richland City Council for consideration on April 7, 2026. 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.

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) business 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) business 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) business 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 and recover all Earnest money paid; 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. Reserved.

5. Due Diligence. Purchaser is granted a due diligence period until and including thirty (30) business 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) calendar 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; 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 Seller's Disclosures. Within five (5) business days following the Effective Date, Seller shall deliver to Buyer, unlimited access to the property along with true, correct and complete copies of all documents in Seller's possession relating to ownership, operation, renovation or development of the Property, including any Phase 1 environmental assessment, waterway studies, upgrades, surveys, maintenance records and all other third party reports, excepting/excluding appraisals or other statements of value.

5.2. Earnest Money. Within five (5) business days following the Effective Date, Purchaser shall deposit **FORTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$45,000.00)** in the form of a check or wire as earnest money with Cascade Title Company (the "Title Company"). The Earnest Money is Non-Refundable except as contained in 4.1(c) and 5.3(a) herein. Earnest Money shall be a credit owed to the Purchaser applied to the Purchase Price.

5.3. Buyer's contingencies.

(a) Structural Contingency. Purchaser has engaged Meier Engineering to conduct a structural integrity study of the Property and will complete said inspection within 15 business days of the Effective Date. Purchaser's earnest money shall be fully refundable only in the event Purchaser's licensed structural engineer issues a written report, delivered to Seller within ten (10) business days of completion, identifying material adverse structural conditions affecting the building's columns, concrete, or structural components that, in the engineer's professional opinion, (i) require immediate life-safety remediation; (ii) require repair/replacement costs that are material relative to the purchase price of the Property; or (iii) render the Property unsuitable for Buyer's intended use (a "structural adverse condition"). Upon timely delivery of such report and Buyer's written notice of termination based solely on the presence of a structural adverse condition, Purchaser may terminate this Agreement and all Earnest Money shall be promptly returned to Purchaser.

(b) Appraisal Contingency. Purchaser's obligation to proceed to Closing is conditioned upon Purchaser obtaining, prior to expiration of the Due Diligence Period identified in Section 5., an independent MAI appraisal of the Property supporting a value not less than the Purchase Price (or such lesser price as Buyer and Seller may mutually agree). If the appraisal value is less than the Purchase Price, Purchaser may, by written notice to Seller delivered on or before the Due Diligence expiration date, either (i) proceed to Closing, waiving this contingency, or (ii) request that the Parties negotiate an adjustment to the Purchase Price, to which Seller is under no obligation to agree.

6. Closing. Closing shall occur in the office of the Title Company on or before the date that is thirty (30) calendar days after the expiration or waiver of the Due Diligence Period. 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, which shall first be reviewed and approved by Purchaser. 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, Purchaser shall pay 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, if any. Closing costs in the form of Title Company escrow fees and charges (including recording fees) shall be shared equally between Purchaser and Seller. 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 after the date of Closing.

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.

(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) As of the Effective Date and as of the date of Closing, Seller is not 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").

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

(b) 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.

(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. Purchasers' Remedies. In the event of material breach of this Agreement by Seller, Purchaser shall have, as its sole remedies: (a) the right to pursue specific performance of this Agreement; (b) the right to terminate this Agreement; and (c) all remedies presently or hereafter available at law or in equity. Purchaser hereby waives all other remedies on account of a breach hereof by Seller.

10. Miscellaneous.

10.1. Finder's Fee. Omitted.

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

10.3. 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 Purchaser:** City of Richland  
Attn: Joe Schiessl, Deputy City Manager  
625 Swift Boulevard MS-  
Richland, Washington 99352  
Phone: (509) 942-7778  
Email: jschiessl@ci.richland.wa.us

**If to Seller:** Name  
Address  
City, State, Zip  
Phone  
Email

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.

10.4. 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.

10.5. 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.

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

10.7. 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.

10.8. Construction. The parties acknowledge that each party has 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.

10.9. 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.

10.10. 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.

10.11. 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.

10.12. 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.

10.13. Scrivener. The party drafting this Agreement is the City of Richland. The City of Richland makes no representations regarding the rights or responsibilities of Seller under this Agreement. Seller is encouraged to review the contract and all documents related thereto with counsel before signing this Agreement.

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.

**SELLER(S)**

**PURCHASER**

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Jon Amundson, ICMA-CM  
City Manager

\_\_\_\_\_  
Date

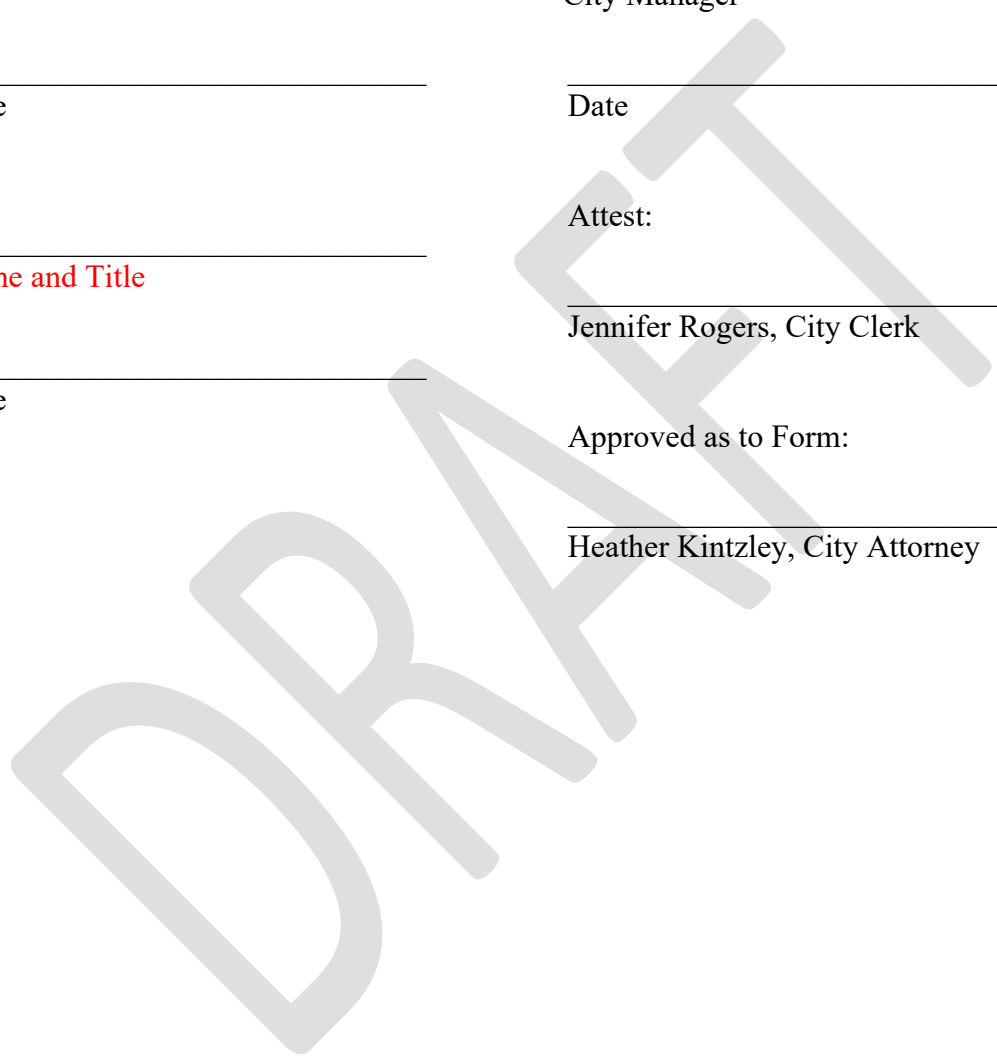
\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title

Attest:  
\_\_\_\_\_  
Jennifer Rogers, City Clerk

\_\_\_\_\_  
Date

Approved as to Form:  
\_\_\_\_\_  
Heather Kintzley, City Attorney



**Exhibit A**

Legal Description of Subject Property

\*\*\*Seller provide\*\*\*

DRAFT



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2026

Agenda Category: Items of Business

Strategic Priority I - High Performance Government

### Subject

Appointment to the Richland Planning Commission: Cheryl Arm, Jean-Paul LeCompte, and Jet Richardson

### Department/Office

City Clerk

### Ordinance/Resolution Number

### Document Type

General Business Item

### Recommended Motion

Appoint John-Paul LeCompte to Position No. 2, Cheryl Arm to Position No. 4, and Jet Richardson to Position No. 5 on the Richland Planning Commission.

### Summary

The term for Position No. 5 on the Planning Commission expired on March 31, 2026. A vacancy was created in Position No. 2 on February 17, 2026 when Todd Samuel was appointed to serve in Position No. 4 on the Richland City Council. A vacancy was also created in Position No. 4 when Heather Nicholson submitted her resignation, effective April 1, 2026.

During the recruitment period, six (6) applications were received, including one (1) from current member and Chair, Jet Richardson. Vice-Chair Lambert, Staff Liaison Stevens, and Council Liaison Samuel reviewed all applications, interviewed candidates, and recommend the following appointments:

Position No. 2 - John-Paul LeCompte

Position No. 4 - Cheryl Arm

Position No. 5 - Jet Richardson

The unexpired terms for Position Nos. 2 and 4 will expire on March 31, 2028. The four (4) year term for Position No. 5 will expire March 31, 2030.

Candidate application information is on file in the City Clerk's Office.

### Fiscal Impact

None.

### Attachments

1. Jet Richardson Reappointment Recommendation Memo
2. Planning Commission Member Appointment Recommendation Memo

**CITY OF RICHLAND**  
**DEVELOPMENT SERVICES**

625 Swift Boulevard, MS-2  
Richland, WA 99352  
(509) 942-7390



**MEMORANDUM**

TO: City Council

THROUGH: Jennifer Rogers, Richland City Clerk

FROM: Mike Stevens, Planning Manager

DATE: March 24, 2026

SUBJECT: Planning Commission Appointment

This letter serves as a formal written recommendation to the City Council for Jet Richardson to be re-appointed to the Planning Commission. Mr. Richardson's experience related to housing has been extremely useful to the Planning Commission's work, especially regarding the Comprehensive Plan Periodic Update that is currently occurring.

A handwritten signature in blue ink, appearing to read 'Mike Stevens'.

Mike Stevens  
Planning Manager

A handwritten signature in blue ink, appearing to read 'Aaron Lambert'.

Aaron Lambert  
Planning Commission Vice-Chair

**CITY OF RICHLAND**  
**DEVELOPMENT SERVICES**

625 Swift Boulevard, MS-2  
Richland, WA 99352  
(509) 942-7390



**MEMORANDUM**

TO: Richland City Clerk

FROM: Shairra Rahseparian, Administrative Assistant II

DATE: March 25, 2026

SUBJECT: Planning Commission Vacancy

The terms for Planning Commission Position No. 2 and No. 4 expired on March 31, 2026.

During the recruitment period, a total of six (6) applications were received and reviewed. Council Liaison Samuel was present during the interview process, along with Chair Richardson, Vice-Chair Lambert, and Planning Manager Stevens. Applicant interviews were conducted on March 24, 2026.

The following candidates are recommended for appointments:

**Position No. 2:**

Vacated by: Todd Samuel

Selected Candidate: John-Paul LeComopte

**Position No. 4:**

Vacated by: Heather Nicholson

Selected Candidate: Cheryl Arm