



Agenda
City Council Regular Meeting
Tuesday, October 15, 2019
City Hall Council Chambers | 625 Swift Boulevard

City Council Workshop - 7:00 p.m. (Discussion Only – Council Chambers)

Agenda Item:

1. Executive Session Per RCW 42.30.110 (1)(i)(ii): Discuss Current or Potential Litigation With Legal Counsel (25 minutes)
 - Heather Kintzley, City Attorney
2. Discuss Meeting Agenda Items (5 minutes)
 - City Councilmembers

City Council Regular Meeting - 7:30 p.m. (City Hall Council Chambers)

Welcome and Roll Call

Pledge of Allegiance

Approval of Agenda: (Approved by Motion)

Presentations:

3. Tri-City Regional Hotel Motel Commission 2020 Budget and Marketing Plan (10 minutes)
 - Michael Novakovich
 - Visit Tri-Cities Washington President and CEO

Public Hearing: Please limit public hearing comments to 3 minutes. Records intended for Council consideration must be given to the City Clerk.

4. Proposed 2020 Revenue Sources Including Property Tax - Ordinance Nos. 46-19 and 47-19
 - Brandon Allen, Finance Director
5. Proposed Surplus of Equipment - Resolution No. 126-19
 - Cathleen Koch, Administrative Services Director
6. Relinquishment of a Utility Easement lying within Lots 1 and 2 of Short Plat No. 3110 - Resolution No. 127-19
 - Pete Rogalsky, Public Works Director
7. Relinquishment of a Utility Easement at 908 Birch Avenue - Resolution No. 128-19
 - Pete Rogalsky, Public Works Director
8. Relinquishment of a Utility Easement lying within 870 Gage Boulevard - Resolution No. 129-19
 - Pete Rogalsky, Public Works Director

Public Comments: Please limit public comments to 2 minutes. Records intended for Council consideration must be given to the City Clerk.

Consent Calendar: Approved by single vote; Councilmembers may transfer individual items to Items of Business.

Minutes - Approval:

9. October 1, 2019 Richland City Council Meeting Minutes
 - Heather Kintzley, City Attorney

Ordinances - First Reading:

10. Ordinance No. 47-19, Approving the 2020 Ad Valorem Tax and Property Tax Levies
 - Cathleen Koch, Administrative Services Director
11. Ordinance No. 48-19, Approving a Change to the 2020 Ad Valorem Tax over the Prior Year
 - Cathleen Koch, Administrative Services Director
12. Ordinance No. 49-19, Amending Chapter 12.10 of the Richland Municipal Code related to Installation of Street Improvements
 - Pete Rogalsky, Public Works Director
13. Ordinance No. 50-19, Amending Chapter 5.04 of the Richland Municipal Code related to Use of Business License Reserves
 - Kerwin Jensen, Development Services Director
14. Ordinance No. 51-19, Amending Titles 19, 23 and 24 of the Richland Municipal Code to Send Certain Land Use Decisions to the Richland Hearing Examiner
 - Kerwin Jensen, Development Services Director
15. Ordinance No. 52-19, Amending Sections 24.13.010 and 24.13.060 of the Richland Municipal Code regarding Short Subdivisions
 - Kerwin Jensen, Development Services Director
16. Ordinance No. 53-19, Amending Sections 22.10.400 and 22.10.405 of the Richland Municipal Code related to Critical Areas Density Transfer
 - Kerwin Jensen, Development Services Director
17. Ordinance No. 54-19, Providing for the Sale of 2019 Electric Revenue and Refunding Bonds
 - Cathleen Koch, Administrative Services Director

Ordinances - Second Reading/Passage:

18. Ordinance No. 40-19, Amending Title 23 of the Richland Municipal Code to Prohibit Storage Containers in Residential Zones
 - Kerwin Jensen, Development Services Director
19. Ordinance No. 41-19, Amending Richland Municipal Code Section 15.24.050 related to Violations and Penalties applicable to RMC Title 15: Solid Waste
 - Heather Kintzley, City Attorney
20. Ordinance No. 42-19, Amending Chapter 16.10 of the Richland Municipal Code related to Violations and Penalties applicable to RMC Title 16: Stormwater
 - Heather Kintzley, City Attorney

21. Ordinance No. 43-19, Amending Richland Municipal Code Section 21.01.050 related to Violations and Penalties applicable to RMC Title 21: Building Code
 - Heather Kintzley, City Attorney
22. Ordinance No. 44-19, Amending Richland Municipal Code Section 23.70.270 related to Violations and Penalties applicable to RMC Title 23: Zoning Regulations
 - Heather Kintzley, City Attorney
23. Ordinance No. 45-19, Amending the 2019 Budget to Increase Legal Fees
 - Heather Kintzley, City Attorney
24. Ordinance No. 46-19, Amending Richland Municipal Code Section 13.06.400 regarding Monthly Ambulance Utility Service Fees
 - Tom Huntington, Fire & Emergency Services Director

Resolutions – Adoption:

25. Resolution No. 119-19, Approving the 2020 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan
 - Cindy Reents, City Manager
26. Resolution No. 126-19, Approving the Sale of Surplus Property and Equipment
 - Cathleen Koch, Administrative Services Director
27. Resolution No. 127-19, Authorizing the Relinquishment of a Utility Easement lying within Lots 1 and 2 of Short Plat No. 3110
 - Pete Rogalsky, Public Works Director
28. Resolution No. 128-19, Authorizing the Relinquishment of a Utility Easement at 908 Birch Avenue
 - Pete Rogalsky, Public Works Director
29. Resolution No. 129-19, Authorizing the Relinquishment of a Utility Easement lying within 870 Gage Boulevard
 - Pete Rogalsky, Public Works Director
30. Resolution No. 130-19, Establishing a Revised Guaranteed Maximum Price for the Design-Build Contract with Leone & Keeble, Inc.
 - Joe Schiessl, Parks & Public Facilities Director

Items for Approval:

Expenditures - Approval:

31. Expenditures from September 23, 2019 - October 4, 2019 for \$9,387,333.38, including Check Nos. 272573-273108, Wire Nos. 7770-7792, Payroll Direct Deposit Nos. 156209-156754, Direct Deposit Pension Nos. 5225-5257, Check Nos. 156755-156761, and Payroll Wire/ACH Nos. 11182-11205
 - Cathleen Koch, Administrative Services Director

Items of Business:

32. Resolution No. 131-19, Adopting a Resolution in Opposition to Initiative Measure No. 976 on the November 5, 2019 General Election Ballot relating to Limiting State and Local Taxes, Fees and Charges relating to Vehicles
- Cindy Reents, City Manager

Reports and Comments:

1. City Manager
2. City Council
3. Mayor

Adjournment

City Council meetings are broadcast live on CityView Channel 192 and online at ci.richland.wa.us

Richland City Hall is ADA accessible. 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 942-7388.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Agenda Item

Subject:

Executive Session Per RCW 42.30.110 (1)(i)(ii): Discuss Current or Potential Litigation With Legal Counsel (25 minutes)

Department:

City Attorney

Ordinance/Resolution Number:

Document Type:

Executive Session Item

Recommended Motion:

None.

Summary:

Legal counsel will discuss pending federal litigation with the Richland City Council.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Presentations

Subject:

Tri-City Regional Hotel Motel Commission 2020 Budget and Marketing Plan (10 minutes)

Department:
City Manager

Ordinance/Resolution Number:

Document Type:
Presentation

Recommended Motion:

None.

Summary:

Michael Novakovich will present the Tri-City Regional Hotel Motel Commission 2020 Budget and Marketing Plan.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Public Hearing

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Proposed 2020 Revenue Sources Including Property Tax - Ordinance Nos. 46-19 and 47-19

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

None.

Summary:

A public hearing will be held for the purpose of public comment on the proposed 2020 revenue sources supporting the General Fund activities.

State statutes require that the public hearing be held prior to consideration of an ad valorem tax ordinance.

Upon conclusion of the public hearing, first reading of the ad valorem tax ordinances will be given. Second reading and passage is scheduled for November 5, 2019.

Fiscal Impact:

None.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Public Hearing

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Proposed Surplus of Equipment - Resolution No. 126-19

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

None.

Summary:

A public hearing is being held to receive input or comments on the proposed resolution authorizing surplus and disposal of equipment. Refer to Resolution No. 126-19 for more information.

Fiscal Impact:

None.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Public Hearing

Subject:

Relinquishment of a Utility Easement lying within Lots 1 and 2 of Short Plat No. 3110 - Resolution No. 127-19

Department:

Public Works

Ordinance/Resolution Number:

Document Type:

Public Hearing Item

Recommended Motion:

None.

Summary:

Staff has evaluated the request to relinquish a portion of a utility easement lying within Lots 1 and 2 of Short Plat No. 3110 and has determined that this portion is not needed. State law requires a public hearing to solicit testimony related to this request. Staff will present Resolution No. 127-19 for Council consideration at tonight's Council meeting.

Fiscal Impact:

None.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Public Hearing

Subject:

Relinquishment of a Utility Easement at 908 Birch Avenue - Resolution No. 128-19

Department:

Public Works

Ordinance/Resolution Number:

Document Type:

Public Hearing Item

Recommended Motion:

None.

Summary:

Staff has evaluated the request to relinquish a portion of a utility easement at 908 Birch and has determined that this portion is not needed. State law requires a public hearing to solicit testimony related to this request. Staff will present Resolution No. 128-19 for Council consideration at tonight's Council meeting.

Fiscal Impact:

None.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Public Hearing

Subject:

Relinquishment of a Utility Easement lying within 870 Gage Boulevard - Resolution No. 129-19

Department:

Public Works

Ordinance/Resolution Number:

Document Type:

Public Hearing Item

Recommended Motion:

None.

Summary:

Staff has evaluated the request to relinquish a portion of a utility easement at 870 Gage Boulevard and has determined that this portion is not needed. State law requires a public hearing to solicit testimony related to this request. Staff will present Resolution No. 129-19 for Council consideration at tonight's Council meeting.

Fiscal Impact:

None.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Minutes - Approval

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

October 1, 2019 Richland City Council Meeting Minutes

Department:

City Attorney

Ordinance/Resolution Number:

Document Type:

Minutes

Recommended Motion:

Approve the minutes of the Richland City Council meeting held on October 1, 2019.

Summary:

Minutes from the Richland City Council meeting held on October 1, 2019 are presented for Council's consideration and approval.

Fiscal Impact:

None.

Attachments:

- I. Draft October 1, 2019 Council Meeting Minutes



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Richland City Hall ~ 625 Swift Boulevard

Tuesday, October 1, 2019

City Council Workshop - 7:00 p.m.

Mayor Thompson called the workshop to order at 7:00 p.m. in the Council Chambers at City Hall.

Attendance: Mayor Thompson, Mayor Pro Tem Christensen, and Councilmembers Alvarez, Anderson, Kent, Lemley and Lukson were present.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Chief of Police Bruce, Fire & Emergency Services Director Huntington, Development Services Director Jensen, Administrative Services Director Koch, Public Works Director Rogalsky, Parks & Public Facilities Director Schiessl, Energy Services Director Whitney and Acting Deputy City Clerk Fulton.

Agenda Item

1. Executive Session Per RCW 42.30.110(1)(i)(ii): Discuss Current or Potential Litigation With Legal Counsel

MAYOR THOMPSON MOVED AND COUNCILMEMBER LUKSON SECONDED THE MOTION TO ENTER INTO EXECUTIVE SESSION FOR TWENTY (20) MINUTES TO DISCUSS PENDING LITIGATION WITH THE CITY ATTORNEY PURSUANT TO RCW 42.30.110(1)(i)(ii). AT 7:20 P.M., MAYOR THOMPSON MOVED AND MAYOR PRO TEM CHRISTENSEN SECONDED THE MOTION TO EXTEND EXECUTIVE SESSION FOR AN ADDITIONAL FIVE (5) MINUTES. MAYOR THOMPSON MOVED AND COUNCILMEMBER LEMLEY SECONDED A MOTION TO EXIT EXECUTIVE SESSION AT 7:25 P.M.

Individuals present during executive session included: Mayor Thompson, Mayor Pro Tem Christensen, Councilmembers Alvarez, Anderson, Kent, Lemley and Lukson, City Manager Reents and City Attorney Kintzley.

2. 2020 Capital Improvement Plan (CIP)

Administrative Services Director Cathleen Koch gave a brief overview of the 2020 Capital Improvement Plan (CIP) and process used for its development.

3. Discuss Meeting Agenda Items

Council and staff briefly reviewed the proposed agenda scheduled for the regular meeting. Mayor Pro Tem Christensen inquired whether proposed Ordinance No. 46-19

includes amendments to reflect a residential rate and a commercial rate for the ambulance utility. City Manager Reents advised that those edits are coming forward in a future ordinance.

City Council Regular Meeting - 7:30 p.m.

Mayor Thompson called the Council meeting to order at 7:30 p.m. in the Council Chambers at City Hall.

Welcome and Roll Call

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

Attendance: Mayor Thompson, Mayor Pro Tem Christensen, and Councilmembers Anderson, Alvarez, Kent, Lemley and Lukson were present.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Chief of Police Bruce, Fire & Emergency Services Director Huntington, Development Services Director Jensen, Administrative Services Director Koch, Public Works Director Rogalsky, Parks & Public Facilities Director Schiessl, Energy Services Director Whitney and Acting Deputy City Clerk Fulton.

Pledge of Allegiance

Mayor Thompson led the Council and audience in the recitation of the Pledge of Allegiance.

Approval of Agenda

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER LUKSON SECONDED A MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 7-0.

Presentations

4. New Hire/Retirements

Administrative Services Director Cathleen Koch introduced new hires for the month of September. Lisa Becker, Parks & Public Facilities Recreation Aid, was present in the audience and welcomed by Council. Other new employees mentioned but not present included Electrical Distribution Engineer I Steven Goulet, Meter Reader Lee Brown, and Plant Operator-In-Training Devon Weixel.

5. Proclamation and Plaque Expressing Appreciation to Jeff Dagle for Service on the Utility Advisory Committee

Mayor Thompson presented a proclamation of appreciation and plaque to Mr. Jeff Dagle to thank him on behalf of the City for his years of service on the Utility Advisory Committee. Councilmember Lemley also personally thanked Mr. Dagle for his service,

citing him as a subject matter expert on the Utility Advisory Committee whose contributions will be missed.

6. Presentation of the 2020 City Manager's Proposed Budget

City Manager Cindy Reents delivered the 2020 Proposed Budget presentation.

Public Hearing

Acting Deputy City Clerk Fulton read the Public Hearing and Public Comments procedures.

7. Proposed Amendment to the 2019 Budget to Increase Legal Fees - Ordinance No. 45-19

City Attorney Kintzley briefly described the need to increase legal fees to fund the complex federal litigation Council was briefed on in executive session. While the details surrounding the City's litigation strategy are confidential, the City has need to increase the City's legal fees budget by \$500,000 to defend the case.

Mayor Thompson opened and closed the public hearing at 8:06 p.m.

Randy Slovic, 74 Newcomer, Richland WA, inquired how much money would remain in the City's reserve fund after \$500,000 is removed to fund legal expenses. City Manager Reents offered to provide the value once she has an opportunity to calculate it. City Manager Reents also shared that the City's reserve fund is calculated based on 25% of the City's total budget.

No other public testimony was offered. Mayor Thompson closed the public hearing at 8:08 p.m.

Public Comments

Randy Slovic, 74 Newcomer, Richland WA, commented favorably about the fact that a woman is being appointed to the Utility Advisory Committee.

No other public comment was offered.

Consent Calendar

Acting Deputy City Clerk Fulton read the Consent Calendar.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER ALVAREZ SECONDED A MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. THOSE IN FAVOR: THOMPSON, CHRISTENSEN, ALVAREZ, ANDERSON, KENT, LEMLEY, AND LUKSON. THOSE OPPOSED: NONE. THE MOTION CARRIED 7-0.

Minutes - Approval

8. Approve the September 17, 2019 Council Meeting Minutes and the September 24, 2019 Council Workshop Meeting Minutes

Ordinances - First Reading

9. Ordinance No. 40-19, Amending Title 23 of the Richland Municipal Code to Prohibit Storage Containers in Residential Zones
10. Ordinance No. 41-19, Amending Richland Municipal Code Section 15.24.050 related to Violations and Penalties applicable to RMC Title 15: Solid Waste
11. Ordinance No. 42-19, Amending Chapter 16.10 of the Richland Municipal Code related to Violations and Penalties applicable to RMC Title 16: Stormwater
12. Ordinance No. 43-19, Amending Richland Municipal Code Section 21.01.050 related to Violations and Penalties applicable to RMC Title 21: Building Code
13. Ordinance No. 44-19, Amending Richland Municipal Code Section 23.70.270 related to Violations and Penalties applicable to RMC Title 23: Zoning Regulations
14. Ordinance No. 45-19, Amending the 2019 Budget to Increase Legal Fees
15. Ordinance No. 46-19, Amending Richland Municipal Code Section 13.06.400 regarding Monthly Ambulance Utility Service Fees

Ordinances - Second Reading/Passage

16. Ordinance No. 32-19, Vacating a Portion of Center Boulevard Right-of-Way
17. Ordinance No. 37-19, Amending the 2019 Budget in the General Fund and General Government Construction Fund related to Atomic Frontier Day 2019 and Rural County Capital Funds
18. Ordinance No. 38-19, Adopting the 2018-2019 Comprehensive Plan Amendments into the existing 2017 Comprehensive Plan
19. Ordinance No. 39-19, Amending RMC Title 23: Zoning Regulations and the City's Official Zoning Map to Conform to the Updated 2017 Comprehensive Plan

Resolutions – Adoption

20. Resolution No. 117-19, Authorizing a New Lease Agreement with Almond Asphalt, LLC

21. Resolution No. 120-19, Authorizing an Award of Bid to Magnum Power, LLC for the Leslie Road Substation Feeders Extension
22. Resolution No. 121-19, Approving a Purchase and Sale Agreement with Aaron and Emily Sullivan for Two Acres in the Horn Rapids Business Center
23. Resolution No. 122-19, Accepting an Assistance to Firefighters Grant from the Federal Emergency Management Agency
24. Resolution No. 123-19, Accepting a SAFER Grant from the Federal Emergency Management Agency (FEMA)
25. Resolution No. 124-19, Authorizing a Second Amendment to the Agreement with RH2 Engineering, Inc. for the Columbia River Intake Screen Upgrade Project
26. Resolution No. 125-19, Authorizing a Construction Contract with Insituform Technologies, LLC for the 2019 Trenchless Sewer Rehabilitation Project

Items for Approval

27. Proclamations of Appreciation: Phoenix Danz, LeAnn Dawson, Kalen Finn, Mark Kerber, Vicki Place and Harry Staven
28. Appointment to the Arts Commission: Mark Palazzo
29. Appointment to the Personnel Committee: Michael Simpson
30. Appointments to the Utility Advisory Committee: Don Gregoire, Amy Anderson, James Sanders and Daniel Porter
31. Authorize Travel for Mayor Thompson and Councilmembers Lemley and Lukson
32. Authorize Travel for Mayor Thompson

Expenditures - Approval

33. Expenditures from September 9, 2019 - September 20, 2019 for \$8,772,446.27 including Check Nos. 272169-272572, Wire Nos. 7746-7769, Payroll Check Nos. 155655, 15620-156208, Payroll Direct Deposit Nos. 155656-156199 and Payroll Wire/ACH Nos. 11157-11181

Items of Business

None.

Reports and Comments

City Manager

City Manager Reents shared AWC's published deck of cards representing cities in Washington. Richland's Festival of Lights is represented in the deck.

City Council

Councilmember Alvarez thanked staff and City Manager Reents for their hard work and dedication in preparing a balanced budget for 2020.

Councilmember Lemley shared about his recent visit to Sea-Tac to participate in a meeting of the Council on Aging focused on dementia, and a meeting with the Washington State Pipeline Safety Commission. Councilmember Lemley also attended a veterans breakfast at Sterling's, and encouraged any veteran who wishes to attend to join the group. Finally, Councilmember Lemley shared his attendance and representation of the City at the Western Restaurant Supply and Design ribbon-cutting.

Councilmember Lukson thanked staff and the City Manager for producing a balanced budget for 2020, and for bringing forth solutions and ideas in addition to identifying funding challenges. Councilmember Lukson also complimented the fact that the budgeting process is tied back to the City's Strategic Leadership Plan. Councilmember Lukson spoke favorably about the City's kickball fundraiser for United Way, and also complimented P&PF Director Joe Schiessl for his design of the lighted fountain in front of City Hall.

Councilmember Anderson thanked staff for their efforts in preparing the 2020 Budget and the Capital Improvement Plan (CIP). Councilmember Anderson spoke favorably about staff's level of detail and professionalism.

Councilmember Kent thanked staff for their efforts in preparing the 2020 Budget. Councilmember Kent also complimented the Richland Parks & Recreation Commission for the valuable feedback provided to staff to feed into the budgeting process.

Mayor Pro Tem Christensen thanked staff for their efforts in preparing the 2020 Budget. Mayor Pro Tem Christensen also spoke favorably about continuing to utilize an annual zero-based budget because it hold staff accountable.

Mayor

Mayor Thompson shared that he was present at the Day of Remembrance and read a proclamation on behalf of the City of Richland. Mayor Thompson spoke favorably about General James Mattis, who was also in attendance at the Day of Remembrance and gave the keynote address. Mayor Thompson also spent time with the US Secretary of Energy as they celebrated the K-Basin Sledge Removal Project delivered under budget and under time. Later in the week, Mayor Thompson will meet with the Washington State Attorney General, Governor Inslee's staff, and the head of the Washington State Department of Ecology to address Hanford clean-up issues.

Adjournment

Mayor Thompson adjourned the meeting at 8:28 p.m.

APPROVED:**ATTESTED:**

Robert J. Thompson, Mayor

Toni Fulton, Acting Deputy City Clerk

DATE APPROVED: _____**DATE PUBLISHED:** _____

Draft



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 47-19, Approving the 2020 Ad Valorem Tax and Property Tax Levies

Department:

Administrative Services

Ordinance/Resolution Number:

47-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 47-19, approving the 2020 ad valorem tax and property tax levies.

Summary:

City Council sets the property tax levy during the annual budget process. For 2020, it is proposed that the City increase the regular levy by 1%, in addition to increases arising from new construction value, annexations, refunds, and increases in state-assessed property ("add-ons").

Ordinance No. 47-19 establishes the estimated dollar amount of the regular levy, the refund levy, and the voted library construction bond levy, authorizing them to be certified to the Benton County Board of Commissioners, and the Benton County Assessor. The amounts are based on preliminary numbers received from the Benton County Assessor. Amounts certified to the County limit the final calculated levy, so care must be taken to avoid locking in a levy amount that is too low before the values for all add-ons are known. Attached is an analysis of three options for the levy: a 1% increase, a 0% increase, and the maximum lawful levy that can currently be adopted.

Staff recommends approval of Ordinance No. 47-19, for first reading, by title only.

Fiscal Impact:

At this time, the refund levy amount, if any, has not been released by Benton County, and the state-assessed property values and new construction values are still preliminary. As such, the estimated 2020 levy is still subject to change. However, any changes at this point should be relatively minor.

Attachments:

1. Ordinance No. 47-19
2. 2020 Ad Valorem Tax Options

ORDINANCE NO. 47-19

AN ORDINANCE of the City of Richland relating to the
ad valorem property tax levied for the calendar year 2020.

WHEREAS, pursuant to RCW 84.55.120, Richland City Council has duly noticed the public hearing held on October 15, 2019 to consider the City of Richland's revenue sources for the City's following year current expense budget; and

WHEREAS, after hearing, and after duly considering all relevant evidence and testimony presented, Richland City Council has determined that the City of Richland requires an increase in property tax revenue from the previous year, in addition to increases resulting from the addition of new construction, annexation, refunds and improvements to property and any increase in the value of state-assessed property, in order to discharge, in its best interests, the expected expenses and obligations of the City of Richland.

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

Section 1. In accordance with RCW 84.52.020, the City Clerk is hereby directed to certify to the Benton County Board of Commissioners and the Benton County Assessor that the Richland City Council requests that the following levy amounts be collected in 2020 as provided in the City's budget, which was adopted following a public hearing held on October 15, 2019:

Regular Levy:

General Fund,
RAISE Area Debt Service Fund and
Firemen's Pension Fund \$17,650,000 (Preliminary Estimate)

Library Debt Service Fund \$ 1,453,975

TOTAL \$19,103,975 (Estimated)

Section 2. The taxes shall be collected and paid to the City Treasurer at the same time and in the same manner as provided by the laws of the State of Washington relating to collection of taxes in the cities of the first class.

Section 3. This ordinance shall become effective on the day following the date of its publication in the official newspaper of the City.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the _____ day of _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

TONI FULTON, Acting Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

CITY OF RICHLAND
2020 AD VALOREM PROPERTY TAX OPTIONS - PRELIMINARY
FOR REGULAR LEVY AND SPECIAL LEVIES

		City Manager's Budget		Option 2	Option 3
		Option 1		No Increase	Current Max
		1% Increase		Current Tax + 0%	\$18,406,200 +1%
		Current Tax + 1%		Current Tax + 0%	(+ New Const \$426,658)
		(+ New Const \$426,658)		(+ New Const \$426,658)	(+ New Const \$426,658)
		(+ Annexations \$67,854)		(+ Annexations \$67,854)	(+ Annexations \$67,854)
		(+ Admin. Refund \$100,000)		(+ Admin. Refund \$100,000)	(+ Admin. Refund \$100,000)
Home Value	2019 Current Tax Dollars & Rate				
\$300,000	\$799	\$753		\$746	\$811
\$250,000	\$666	\$628		\$622	\$676
\$200,000	\$532	\$502		\$498	\$541
\$150,000	\$399	\$377		\$374	\$406
\$100,000	\$267	\$251		\$249	\$270
\$85,000	\$226	\$213		\$211	\$230
Regular Levy:					
Tax Dollars	\$16,945,660 *	\$17,709,628		\$17,540,172	\$19,184,774
Levy Rate	\$2.4360	\$2.3201		\$2.2979	\$2.5134
Regular Levy Assessed Valuation	\$6,956,204,813	\$7,633,017,800		\$7,633,017,800	\$7,633,017,800
Special Levy:					
Tax Dollars - Library	\$1,426,970 *	\$1,453,975		\$1,453,975	\$1,453,975
Levy Rate	\$0.2266	\$0.1912		\$0.1912	\$0.1912
Special Levy Assessed Valuation	\$6,928,351,617	\$7,605,164,604		\$7,605,164,604	\$7,605,164,604
Grand Total All Levies					
Tax Dollars	\$18,372,630	\$19,163,603		\$18,994,147	\$20,638,749
Levy Rate	\$2.6627	\$2.5113		\$2.4891	\$2.7046
Regular Levy Tax \$ Differential (Option vs. Recommended):		\$0		-\$169,457	\$1,475,145

(*) Final levy. Amount levied by ordinance may differ due to appeals and cancellations. Original levy limit calculation is modified after appeals are processed by the County. All 2020 rates are based on estimated valuations and are subject to change.

New Construction = \$175,143,380 x 2.436049/1000 =

426,658 Preliminary Estimate

Annexations = \$27,138,360 x 2.50029/1000 =

67,854 Preliminary Estimate

Increase in State Assessed Property = \$0 x 2.436049/1000 =

- Info Pending

Administrative Refund Levy

100,000 Preliminary Estimate

Current MAX depicts the maximum allowable levy, including banked levy from previous years and can be found on the property tax calculation sheet that comes from Benton County



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 48-19, Approving a Change to the 2020 Ad Valorem Tax over the Prior Year

Department:

Administrative Services

Ordinance/Resolution Number:

48-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 48-19, approving the 2020 ad valorem tax increase over the prior year.

Summary:

City Council sets the property tax levy during the annual budget process. For 2020, it is proposed that the City approve an increase to the regular levy of 1% prior to changes arising from new construction value, annexations, refunds, and increases in state-assessed property ("add-ons").

Ordinance No. 47-19 authorizes, as required by statute, the increase of the regular levy over the prior year in terms of dollar amount and percentage. Upon approval, the City Clerk is directed to certify the increase to the Benton County Board of Commissioners and the Benton County Assessor by providing a certified copy of the ordinance.

RCW 84.55.005(2)(c) sets the limit factor for annual tax increases in a taxing jurisdiction with a population of 10,000 or over at the lesser of 101% or 100% plus annual inflation. Annual inflation for August 2019 is 1.396%, establishing the limit factor at 101%.

Staff recommends approval of Ordinance No. 48-19 for first reading, by title only.

Fiscal Impact:

Approval of Ordinance No. 48-19 will increase the base regular levy for 2020 by \$169,457 before new construction, annexations, refunds and increases in state-assessed property.

Attachments:

I. Ordinance No. 48-19

ORDINANCE NO. 48-19

AN ORDINANCE of the City of Richland relating to the increase in the calendar year 2020 ad valorem property tax levy over the amount levied in the previous year.

WHEREAS, Richland City Council has met in an open public meeting to consider its budget for the calendar year 2020; and

WHEREAS, after hearing, and after duly considering all relevant evidence and testimony presented, Richland City Council has determined that the City of Richland requires an increase in property tax revenue from the previous year, in addition to increases resulting from the addition of new construction, annexation, refunds and improvements to property and any increase in the value of state-assessed property, in order to discharge, in its best interests, the expected expenses and obligations of the City of Richland; and

WHEREAS, the City of Richland's actual regular levy amount from the previous year was \$16,945,660; and

WHEREAS, the population of the City of Richland is more than 10,000.

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

Section 1. An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2020 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be one hundred sixty-nine thousand, four hundred fifty-seven dollars (\$169,457) which is a percentage increase of one percent (1%) from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed property, any annexations that have occurred and refunds made.

Section 2. The City Clerk is hereby directed to provide a certified copy of this ordinance to the Benton County Board of Commissioners and the Benton County Assessor.

Section 3. This ordinance shall become effective on the day following the date of its publication in the official newspaper of the City of Richland.

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PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the _____ day of _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

TONI FULTON, Acting Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Ordinance No. 49-19, Amending Chapter 12.10 of the Richland Municipal Code related to Installation of Street Improvements

Department:
Public Works

Ordinance/Resolution Number:
49-19

Document Type:
Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 49-19, amending Chapter 12.10 of the Richland Municipal Code related to installation of street improvements

Summary:

From time to time, the City of Richland has need to amend the Richland Municipal Code (RMC) to promote the health, safety and general welfare of its citizens.

RMC 12.10.030 addresses the requirements for installation of sidewalks, curbs and gutters. As it is currently written, it requires improvements to street right-of-way along all sections of Stevens Drive. Given the character of Stevens Drive north of Jadwin Avenue, staff recommends that facilities constructed for the benefit of pedestrians and bicyclists be based on different improvement standards than standard concrete curb, gutter and sidewalks.

Ordinance No. 49-19 proposes to amend RMC Section 12.10.030 to require an asphalt path separated from the road as the standards of construction for pedestrian and bicycle facilities along this segment of Stevens Drive.

Staff recommends approval of Ordinance No. 49-19 for first reading, by title only.

Fiscal Impact:

None.

Attachments:

- I. Ordinance No. 49-19

ORDINANCE NO. 49-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 12.10.030 regarding standards of construction.

WHEREAS, the City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to promote the health, safety, and general welfare of the citizens of the community; and

WHEREAS, RMC Section 12.10.030 addresses the requirements for installation of sidewalks, curbs and gutters; and

WHEREAS, RMC Section 12.10.030, as currently written, requires improvements to street right-of-way along all sections of Stevens Drive; and

WHEREAS, given the character of Stevens Drive north of the Jadwin Avenue intersection, facilities constructed for the benefit of pedestrians and bicycles should be based on different improvement standards than standard concrete curb, gutter and sidewalks.

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

Section 1. Richland Municipal Code Section 12.10.030, entitled Standards of construction, as first enacted by Ordinance No. 390, and last amended by Ordinance No. 25-19, is hereby amended to read as follows:

12.10.030 Standards of construction.

All street improvements shall be constructed in accordance with city standards as established by the public works director. All sidewalks required to be constructed pursuant to the provisions of this chapter shall be five (5) feet in width; provided, however, that C-2 and C-3 zones adjacent to a principal or minor arterial shall be eight (8) feet in width if the sidewalk is constructed directly adjacent to the curb or six (6) feet in width if constructed with a minimum of two (2) feet separation from the curb; and all sidewalks within the CBD zone shall be at least eight (8) feet in width, except Guyer Avenue, Corondolet Drive, Stevens Drive north of Marjorie Sutch Greenway and Harding Street, which shall be five (5) feet in width. Except where identified in the Horn Rapids Industrial Master Plan, curb and gutters are not required to be constructed in industrial zoning districts. Sidewalks required to be constructed in industrial zoning districts may, as an alternative, consist of a widened, delineated hot mix asphalt (HMA) shoulder with restricted parking or a separated HMA pathway as approved by the public works director. On the west side of Stevens Drive from Snyder Street to the north city limits, an asphalt pathway twelve (12) feet wide and separated from the paved street surface is required. On the east side of Stevens Drive from Jadwin Avenue to the north city limits, an asphalt pathway twelve (12) feet wide and separated from the paved street surface is required.

No concrete curb, gutter or sidewalks are required on the west side of Stevens Drive north of Snyder Street, or on the east side of Stevens Drive north of Jadwin Avenue.

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

Section 3. 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 _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

TONI FULTON, Acting Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area 3 - Increase Economic Vitality

Subject:

Ordinance No. 50-19, Amending Chapter 5.04 of the Richland Municipal Code related to Use of Business License Reserves

Department:

Development Services

Ordinance/Resolution Number:

50-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 50-19, amending Title 5.04 of the Richland Municipal Code related to the use of business license reserve funds.

Summary:

In an effort to leverage business license reserve funds allocated to business development, staff worked with the Economic Development Committee to update Chapter 5.04 RMC related to the use of business license reserve funding. Proposed updates include changes to RMC 5.04.385 and RMC 5.04.387 regarding use of funds, and changes to RMC 5.04.388 related to the City's Commercial Improvement Program.

Proposed changes to RMC Sections 5.04.385 and 5.04.387 include lowering the percentage of business license fee revenue allocated to the reserve from 22% to 18%, removing City departments from the list of organizations qualified to use the funds, and adding SCORE of the Mid-Columbia and the Small Business Development Center of Washington (Tri-Cities) to the list of organizations qualified to apply for funds. These changes will also allow funds granted to the Commercial Improvement Program to grow if the entire fund is not awarded in a given year, and if the fund realizes an excess of \$200,000 in a given year, it can be used for economic development in the Central Business District (CBD) zone.

Proposed changes to the Commercial Improvement Program include changing the name to Commercial Facade Improvement Program to eliminate confusion with the City's Capital Improvement Program, changing the required time to complete projects from current calendar year to 12 months from contract date, removing the requirement for the City to file a lien against the property, and allowing the fund to grow to \$200,000 before additional spending in the CBD can take place.

Staff recommends approval of Ordinance No. 50-19 for first reading, by title only.

Fiscal Impact:

If adopted, Ordinance No. 50-19 will decrease the fee percentage attributed to the program from 22% to 18%, thereby putting 4% of the business license fee back into the General Fund. However, removing the eligibility of City departments could increase the number of requests in the Capital Improvement Plan (CIP), thereby impacting the General Fund and other funding sources. Ordinance No. 50-19 has been written to avoid the generation of large reserves.

Attachments:

- I. Ordinance No. 50-19

ORDINANCE NO. 50-19

AN ORDINANCE of the City of Richland amending Chapter 5.04 of the Richland Municipal Code related to Business, Professions, and Occupations to expand access to the Business License Reserve and Capital Improvement Programs.

WHEREAS, the City has need, from time to time, to amend the Richland Municipal Code to eliminate ambiguities, and bring it into alignment with current practices or state or federal law; and

WHEREAS, the City of Richland desires to promote new and existing business activities in the City through expanded access to the Business License Reserve and Commercial Improvement Programs; and

WHEREAS, the recommended changes to the Business License Reserve and Commercial Improvement Programs have been vetted through affected City departments; and

WHEREAS, the Economic Development Committee (EDC) held a meeting on September 23, 2019 to consider changes to the City's Business License Reserve and Commercial Improvement Programs, and recommended that Richland City Council adopt the proposed amendments to Chapter 5.04 of the Richland Municipal Code (RMC).

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

Section 1. Chapter 5.04 of the Richland Municipal Code, entitled Business, Professions, and Occupations, as first enacted by Ordinance No. 83, and last modified by Ordinance No. 30-19, is hereby amended to read as follows:

Chapter 5.04 BUSINESS, PROFESSIONS, AND OCCUPATIONS

Sections:

- 5.04.010 Purpose.**
- 5.04.020 Severability.**
- 5.04.030 Definitions.**
- 5.04.040 Business defined.**
- 5.04.050 City defined.**
- 5.04.060 City council defined.**
- 5.04.070 City license officer defined.**
- 5.04.080 City manager defined.**
- 5.04.090 Employee defined.**
- 5.04.095 Engaging in business defined.**
- 5.04.100 License defined.**

- 5.04.105 License year.
- 5.04.110 Person defined.
- 5.04.120 Premises defined.
- 5.04.125 State defined.
- 5.04.130 Occupations subject to tax and amounts.
- 5.04.140 Determination of number of employees – Part-time employees.
- 5.04.150 Determination of number of employees – Alternative method.
- 5.04.160 Determination of number of employees – Employees working outside the city.
- 5.04.162 Determination of number of employees – New businesses.
- 5.04.170 Compliance required.
- 5.04.175 Unlawful business not authorized.
- 5.04.180 One act constitutes doing business.
- 5.04.190 Agents responsible for obtaining license.
- 5.04.200 Separate license for branch establishments.
- 5.04.220 Joint license.
- 5.04.230 No license required for mere delivery.
- 5.04.240 No license required for certain salesmen.
- 5.04.243 Trade shows, business promotions – Special licenses.
- 5.04.244 Commercial kennel license fee.
- 5.04.245 Exemptions.
- 5.04.250 Temporary special permits to nonprofit enterprise.
- 5.04.260 Application for special permit.
- 5.04.270 Special permittees must conform.
- 5.04.280 City license officer – Powers and duties.
- 5.04.290 Information confidential.
- 5.04.300 Qualifications of applicants.
- 5.04.310 Procedure for issuance of license – Formal application required.
- 5.04.320 Issuance of receipts.
- 5.04.330 Renewal license procedure.
- 5.04.340 Duplicate license procedure.
- 5.04.350 Nonapproval of license – Refund of fees.
- 5.04.360 Nonapproval of license – Applicant not to engage in business.
- 5.04.370 Determination of city license fee – Fee established.
- 5.04.380 Tax and license period.
- 5.04.385 Utilization of business license fee revenues.
- 5.04.386 Organizations qualified to use business license reserves.
- ~~5.04.387 City of Richland department use of business license reserves.~~
- 5.04.388 Commercial [facade](#) improvement program.
- 5.04.400 Rebate of fee – General prohibition.
- 5.04.410 Rebate of fee collected in error.
- 5.04.430 Contents of license.
- 5.04.440 General obligations of licensee.
- 5.04.450 Display of license.
- 5.04.460 Inoperative licenses, special permits.
- 5.04.470 Unlawful possession.

- 5.04.475 Change of business structure.**
- 5.04.480 Change of location – Notice.**
- 5.04.490 Where applicant fails to keep records.**
- 5.04.500 Investigations.**
- 5.04.510 Order to comply – Issuance.**
- 5.04.520 Order to comply – Notice.**
- 5.04.530 Period for compliance.**
- 5.04.540 Hearing.**
- 5.04.550 Modifying authority of license officer.**
- 5.04.560 Suspension or revocation.**
- 5.04.570 Right of appeal.**
- 5.04.580 Hearing.**
- 5.04.590 Effect of decision.**
- 5.04.600 Liability of violator.**
- 5.04.605 Late payment.**
- 5.04.610 Violations – Penalties.**

5.04.010 Purpose.

The provisions of this chapter shall be deemed an exercise of the power of the city of Richland to license for revenue. The city expressly intends that engaging in business, as defined by this chapter, include any activity sufficient to establish nexus for purposes of applying the license fees set forth herein under the law and the Constitutions of the United States and the state of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.

5.04.020 Severability.

If any section, subsection, sentence, clause, phrase or portion of this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

5.04.030 Definitions.

For the purpose of this chapter, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number and words in the singular include the plural number. The word “shall” is always mandatory and not merely directory.

5.04.040 Business defined.

“Business” is meant to include all kinds of vocations, occupations, professions, enterprises, establishments, including some large nonprofit organizations, and all other kinds of activities and matters, together with all devices, machines, vehicles and appurtenances used therein, any of which are conducted for private profit, or benefit, either directly or indirectly, on any premises in this city, or anywhere else within its jurisdiction.

5.04.050 City defined.

“City” is the city of Richland.

5.04.060 City council defined.

“City council” is the city council of the city of Richland.

5.04.070 City license officer defined.

“City license officer” or “license officer” is the finance manager or designee of the city of Richland.

5.04.080 City manager defined.

“City manager” is the city manager of the city of Richland.

5.04.090 Employee defined.

“Employee” is any natural person who works for salary or wages or on a commission basis.

5.04.095 Engaging in business defined.

A. The term “engaging in business” means commencing, conducting, or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.

B. This section sets forth examples of activities that constitute engaging in business in the city, and establishes safe harbors for certain of those activities so that a person who meets the criteria may engage in de minimis business activities in the city without having to pay a business license fee. The activities listed in this section are illustrative only and are not intended to narrow the definition of “engaging in business” in subsection (A) of this section. If an activity is not listed, whether it constitutes engaging in business in the city shall be determined by considering all the facts and circumstances and applicable law.

C. Without being all-inclusive, any one of the following activities conducted within the city by a person, or its employee, agent, representative, independent contractor, broker or another acting on its behalf, constitutes engaging in business and requires a person to register and obtain a business license:

1. Owning, renting, leasing, maintaining, or having the right to use, or using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the city.
2. Owning, renting, leasing, using, or maintaining an office, place of business, or other establishment in the city.
3. Soliciting sales.

4. Making repairs or providing maintenance or service to real or tangible personal property, including warranty work and property maintenance.
 5. Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services, on or in connection with tangible personal property sold by the person or on its behalf.
 6. Installing, constructing, or supervising installation or construction of real or tangible personal property.
 7. Soliciting, negotiating, or approving franchise, license, or other similar agreements.
 8. Collecting current or delinquent accounts.
 9. Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.
 10. Providing disinfecting and pest control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services, including the listing of homes and managing real property.
 11. Rendering professional services such as those provided by accountants, architects, attorneys, auctioneers, consultants, engineers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, or veterinarians.
 12. Meeting with customers or potential customers, even when no sales or orders are solicited at the meetings.
 13. Training or recruiting agents, representatives, independent contractors, brokers or others domiciled or operating on a job in the city, acting on its behalf, or for customers or potential customers.
 14. Investigating, resolving, or otherwise assisting in resolving customer complaints.
 15. In-store stocking or manipulating products or goods sold to and owned by a customer, regardless of where sale and delivery of the goods took place.
 16. Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.
- D. If a person, or its employee, agent, representative, independent contractor, broker or another acting on the person's behalf, engages in no other activities in or with the city but the following, it need not register and obtain a business license:

1. Meeting with suppliers of goods and services as a customer.
 2. Meeting with government representatives in their official capacity, other than those performing contracting or purchasing functions.
 3. Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any board of director member or attendee engaging in business, such as a member of a board of directors who attends a board meeting.
 4. Renting tangible or intangible property as a customer when the property is not used in the city.
 5. Attending, but not participating in, a trade show or multiple vendor events. Persons participating at a trade show shall review the city's trade show or multiple vendor event ordinances.
 6. Conducting advertising through the mail.
 7. Soliciting sales by phone from a location outside the city.
- E. A seller located outside the city merely delivering goods into the city by means of common carrier is not required to register and obtain a business license; provided, that it engages in no other business activities in the city. Such activities do not include those in subsection (D) of this section.

5.04.100 License defined.

"License" or "licensee" as used generally herein shall include respectively the words "permit," or "permittee," or the holder for any use or period of time of any similar privilege, wherever relevant to any provision of this code or other law or code.

5.04.105 License year.

As used herein, "license year" shall be defined as a 12-month period following the issuance date of the license. The month of issuance of the original license shall be the month of issuance for any subsequent license to the same business and the license year, except in the case where a business has other renewable endorsements with the state of Washington, in which case the Richland license fee renewal date may be prorated to match the date of those endorsements and shall run from the month and day of the original issuance of the license.

5.04.110 Person defined.

"Person" is meant to include individual natural persons, partnerships, joint adventures, societies, associations, clubs, trustees, trusts, or corporations; or any officers, agents, factors, or any kind of personal representatives of any thereof, in any capacity, acting

either for himself or for any other person, under either personal appointment or pursuant to law.

5.04.120 Premises defined.

“Premises” is meant to include all lands, structures, places, and also the equipment and appurtenances connected or used therewith in any business, and also any personal property which is either affixed to, or is otherwise used in connection with, any such business conducted on such premises.

5.04.125 State defined.

“State” is the Washington State Department of Licensing.

5.04.130 Occupations subject to tax and amounts.

A. The sum of \$40.00, plus \$12.00 for each full-time equivalent employee in excess of two, shall be collected from every person engaged in the occupations of:

1. Professions. To include attorney, accountant, physician, dentist, veterinarian, optometrist, engineer, psychiatrist, psychologist, chiropractor, consultant, architect, private teacher and other professions.

2. Retail and Wholesale. To include every person engaged in the business of selling at retail or wholesale (“selling at retail” shall include the providing of competitive telephone service as defined in RCW 82.16.010). Retail shall also include mobile food vendors. For the purposes of this chapter, a mobile food vendor unit is a unit capable of moving or being moved from one location to another, has a Benton-Franklin County food service permit and complies with all health department rules and regulations.

3. Services. To include every person engaged in the business of providing a service such as manufacturing, production, construction, or research or in any business or occupation other than those enumerated above.

4. Day Care. To include home day care (12 or less children) or day care centers (13 or more children). A day care is considered any person who regularly and for compensation provides care during part of a 24-hour day. For the purposes of this chapter, persons caring for a child or children in such child’s or children’s home, whether or not for compensation, and caring for a child or children on a casual or other than regular basis and persons under the age of 18 years shall not be deemed to be engaged in the business of a family day care or day care center.

B. The sum of \$40.00, plus \$12.00 for each full-time equivalent employee in excess of two, plus an additional \$2.00 for each such person’s apartment units, commercial retail/rental units, houses, storage units or mobile home spaces which are rented or available for rent within the city shall be collected from every person engaged in the occupation of:

1. Property Rentals. Any person having three or more apartment units, houses, commercial retail/rental units or mobile home spaces, or any combination thereof, either rented or available for rent, shall be deemed to be engaged in the business of renting. Each rental of real property with more than four rental units on a single lot or premises shall be deemed a branch establishment or separate place of business for the purposes of this chapter.

2. Nonprofit Organizations with Over 20 Employees. Any nonprofit organization located in Richland with more than 20 Richland employees shall be subject to the requirements of RMC 5.04.250.

5.04.140 Determination of number of employees – Part-time employees.

In determining the license fee to be paid hereunder by each business or occupation, the number of employees shall be the number of employees during the 12-month period immediately preceding the date of licensing for which the license fee is payable. For the purpose of computing the number of employees, each employee who works more than 1,248 hours during the 12-month period shall be counted as one. Where there are employees who have worked less than that number of hours, the total number of hours worked by all such employees shall be added together and divided by 1,248. The number of employees shall be the total of the number of employees working more than 1,248 hours during the year plus the figure computed by dividing total man hours of all employees working less than 1,248 hours by 1,248. Fractions shall be disregarded.

5.04.150 Determination of number of employees – Alternative method.

In determining the license fee to be paid hereunder by each business or occupation, the number of employees may, in place of the method prescribed in RMC 5.04.140, be computed by totaling the number of employees employed on the last regular working day of each month of the 12-month period immediately preceding the date of licensing for which the license fee is payable, and dividing the total by 12.

5.04.160 Determination of number of employees – Employees working outside the city.

In determining the license fee to be paid hereunder by each business or occupation, employees whose work is primarily performed outside the city shall be disregarded. If a business has its corporate office or administrative headquarters within Richland city limits, and is not paying a license fee to Benton County, said company must pay a license fee for all employees regardless of where said employees perform their duties within Benton County.

5.04.162 Determination of number of employees – New businesses.

The license fee or tax to be paid by each business or occupation which commences business during the license year shall be based upon the estimated number of employees of that business or occupation for the remainder of the license year. At the end of the license year, the tax shall be recomputed, based on the number of employees actually employed, and the tax adjusted accordingly.

5.04.170 Compliance required.

It shall be unlawful for any person, either directly or indirectly, to conduct any business or nonprofit enterprise for which a license, or permit, is required by this chapter, without having a license or permit therefor in effect at all times as required by this chapter. The issuance of a license or permit under this chapter shall not waive or excuse compliance with the provisions of any other ordinance of the city. Any person violating any provision of this section shall be guilty of a misdemeanor and shall be punished by a fine not to exceed \$5,000 or by imprisonment for not more than one year, or both such fine and imprisonment.

5.04.175 Unlawful business not authorized.

No license shall be issued under this chapter for an activity that is illegal or unlawful under local, state or federal law.

No license issued under this chapter shall be construed as authorizing the conduct of or continuance of any illegal or unlawful business.

5.04.180 One act constitutes doing business.

For the purpose of this chapter, any person shall be deemed to be in business or engaging in a nonprofit enterprise as set forth in RMC 5.04.250, and thus subject to the requirements of RMC 5.04.130, when he does one act of: (A) selling any goods or service; (B) soliciting business or offering goods or services for sale or hire; (C) acquiring or using any vehicle or any premises in the city for business purposes.

5.04.190 Agents responsible for obtaining license.

The agents or other representatives of nonresidents who are doing business in this city shall be personally responsible for the compliance by their principals and by the businesses they represent with this chapter.

5.04.200 Separate license for branch establishments.

A license shall be obtained in the manner prescribed herein for each branch establishment anticipated to be in use more than 30 days as if each such branch establishment or location were a separate business; provided, that warehouses and distributing plants used in connection with or incidental to a business licensed under the provisions of this chapter shall not be deemed to be separate places of business or branch establishments.

5.04.220 Joint license.

A person engaged in two or more businesses at the same location shall not be required to obtain separate licenses for conducting each of such businesses but, when eligible, shall be issued one license which shall specify on its face all such businesses. The fee charged for such license shall be at the highest applicable rate. Services provided by a retail business which are incidental to or ordinarily associated with the retail business shall not be considered as a different or separate business.

5.04.230 No license required for mere delivery.

No license shall be required of any person for any mere delivery in the city of any property purchased or acquired in good faith from such person at his regular place of business outside the city where no intent by such person is shown to exist to evade the provisions of this chapter.

5.04.240 No license required for certain salesmen.

No license shall be required in the case of salesmen soliciting orders from manufacturers, wholesalers, jobbers, distributors, or retailers, where no other act of business is done in the city.

5.04.243 Trade shows, business promotions – Special licenses.

A. Trade shows, business promotions and other temporary activities conducted for the purpose of displaying goods and wares, taking orders, or promoting products and/or services collectively, which do not exceed five continuous days' duration, shall be specially licensed by the rate of \$10.00 per exhibitor; provided, however, that the total business license fee for the event shall not exceed \$200.00; provided further, that the total business license fee for nonprofit organizations shall not exceed \$10.00. A nonprofit promoter, under this section, shall pay \$10.00 per participating for-profit exhibitor not to exceed the total business license fee of \$200.00. The promoter is responsible for the collection and payment of the fee imposed under this section and otherwise in this code.

B. Richland businesses which are properly licensed and desire to participate in trade shows, business promotions and other temporary activities of the nature described in subsection (A) of this section shall be issued supplemental licenses, at no cost, which supplemental license allows the Richland business to conduct its activities at the location of the event for which the special license is issued.

C. Vendors participating in a private or city-organized special event must possess a valid business license. Unlicensed vendors shall obtain a temporary business license, at the rate of \$10.00, that expires at the conclusion of the special event. In the alternative, upon application, the city may issue to the host of the private or city-organized special event a master temporary business license for the event covering all vendor participants. In calculating fees for the master temporary business license, the host shall pay \$10.00 per vendor.

D. Definitions.

“Promoter” means an individual or organization which initiates and coordinates an event such as trade shows and/or promotional activities.

“Special event” means any organized assemblage of 30 or more persons at any public park which is to gather for a common purpose under the direction and control of a responsible person or agency; or any organized formation, parade, procession or assembly consisting of persons, animals, vehicles or any combination thereof, traveling in unison and with a common purpose upon any street, highway, alley, sidewalk or public

way which does not comply with normal and usual traffic regulations or controls; or any other organized activity or set of activities conducted by an individual, group or entity for a common or collective use or benefit and which involves the use of public facilities and the possible or necessary provision of city services ancillary thereto.

“Trade show” means an event or promotion consisting of two or more vendors and/or exhibitors.

5.04.244 Commercial kennel license fee.

Consistent with RMC 7.03.250, the commercial kennel fee for a firm, corporation or person applying for a commercial kennel license is \$50.00.

5.04.245 Exemptions.

The provisions of this chapter shall not apply to:

A. Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$2,000 and who does not maintain a place of business within the city shall be exempt from the general business license requirements in this chapter. The exemption does not apply to regulatory license requirements or activities that require a specialized permit.

B. Any person in respect to a business activity with respect to which tax liability is specifically imposed under the provisions of Chapter 5.20 RMC.

C. Any person in respect to insurance business upon which a tax based on gross premiums is paid to the state of Washington; provided, however, that the provisions of this subsection shall not exempt any person engaging in the business of representing any insurance company, whether as general or local agent or acting as broker for such companies; and provided further, that the provisions of this subsection shall not exempt any bonding company from tax with respect to the completion of any contract as to which it is a surety, or as to any liability as successor to the liability of the defaulting contractor.

D. Any person in respect to his employment in the capacity of an employee or servant as distinguished from that of an independent contractor.

E. The lease, rental or sale of real estate; provided, however, that nothing herein shall be construed to exempt from payment of the license fee or tax any business wherein a mere license to use or enjoy real property is granted, or the income of which is derived from commissions on the sale or rental of real estate.

F. The business of manufacturing, selling, or distributing motor vehicle fuel, as that term is defined in Chapter 58, Laws of 1933, as amended. (Chapter 82.36 RCW)

5.04.250 Temporary special permits to nonprofit enterprise.

The city license officer shall issue special permits, without the payment of any city license fees, to any person or organization for the conduct or operation of nonprofit enterprise,

either regularly or temporarily, when he finds that the applicant operates without private profit for a public, charitable, educational, literary, fraternal, or religious purpose. This section shall not apply to nonprofit organizations with more than 20 employees and which are public, charitable, educational, literary, fraternal, or religious in nature. Nonprofit organizations with 21 employees or more, excluding local, state and federal governmental agencies and educational entities, shall obtain an annual business license under the applicable terms of this chapter. However, a profit organization operating under the sponsorship of a nonprofit organization shall pay all applicable license fees or charges; provided, however, that any for-profit organization engaged in a trade show, business promotion or other temporary activity conducted for the purpose of displaying goods and wares, taking orders, or promoting products and/or services, collectively, which does not exceed five continuous days in duration, and which is operating under the sponsorship of a nonprofit organization, shall be deemed exempt from this provision and shall be subject instead to the provisions of RMC 5.04.243 dealing with trade shows and business promotions.

5.04.260 Application for special permit.

An applicant for a special permit shall submit an application therefor to the city license officer upon forms prescribed by the license officer, and shall furnish such additional information and make such affidavits as the license officer shall require.

5.04.270 Special permittees must conform.

A person or organization operating under a special permit shall operate his nonprofit enterprise in compliance with this chapter and all other applicable rules and regulations except as provided herein.

5.04.280 City license officer – Powers and duties.

The city license officer shall collect city and state license fees and shall issue licenses when applicable in the name of the city to all persons qualified under the provisions of this chapter and shall:

- A. Promulgate and enforce all reasonable rules and regulations necessary to the operation and enforcement of this chapter.
- B. Adopt all forms and prescribe the information to be given therein as to character and other relevant matter for all necessary papers.
- C. Require applicants to submit all information necessary to the administration of this chapter.
- D. Submit applications, in a proper case, to interested city officials for their endorsements thereon as to compliance by the applicant with all city regulations which they have the duty of enforcing.
- E. Investigate and determine the eligibility of any applicant for a license as prescribed herein.

F. Examine the books and records of any applicant or licensee when reasonably necessary to the administration and enforcement of this chapter.

G. Notify any applicant of the acceptance or rejection of his application and shall, upon his refusal of any license or permit at the applicant's request, state in writing the reasons therefor and deliver them to the applicant.

5.04.290 Information confidential.

The license officer shall keep all information furnished or secured under the authority of this chapter in strict confidence. Such information shall not be subject to public inspection and shall be kept so that the contents thereof shall not become known except to the persons charged with the administration and enforcement of this chapter.

5.04.300 Qualifications of applicants.

The general standards in this chapter set out relative to the qualifications of every applicant for a license under this chapter shall be considered and applied by the city license officer. The applicant shall not be in default under the provisions of this chapter.

5.04.310 Procedure for issuance of license – Formal application required.

Every person required to procure a license under the provisions of this chapter shall submit an application for such license to the city license officer or any unified business identifier (UBI) service location. The application shall:

A. Be in writing upon forms provided by the city license officer or State of Washington Department of Licensing.

B. Contain all information necessary to establish compliance with RMC 5.04.300 and any other information which the city license officer shall find to be reasonably necessary to the fair administration of this chapter.

C. Be accompanied by the full amount of the fees chargeable for such license.

5.04.320 Issuance of receipts.

Whenever a license cannot be issued at the time the application for the same is made, the city license officer shall issue a receipt to the applicant for the money paid in advance, subject to the following conditions: such receipt shall not be construed as the approval of the city license officer for the issuance of a license, nor shall it entitle or authorize the applicant to open or maintain any business contrary to the provisions of this chapter or of any other ordinance or of general law.

5.04.330 Renewal license procedure.

The applicant for the renewal of a license shall submit an application for such license to the city license officer or the State of Washington Department of Licensing. The application shall:

A. Be a written statement upon forms provided by the State of Washington Department of Licensing.

5.04.340 Duplicate license procedure.

A duplicate license or special permit shall be issued by the license officer or State of Washington Department of Licensing to replace any license previously issued, which has been lost, stolen, defaced, or destroyed (without any willful conduct on the part of the licensee).

5.04.350 Nonapproval of license – Refund of fees.

The license officer shall, upon disapproving any application submitted under the provisions of this chapter, refund all city of Richland fees paid in advance to the applicant, provided the applicant is not otherwise indebted to the city.

5.04.360 Nonapproval of license – Applicant not to engage in business.

When an issuance of a license is denied and any action is instituted by the applicant to compel its issuance, such applicant shall not engage in the business for which the license was refused unless a license be issued to him pursuant to a judgment ordering the same.

5.04.370 Determination of city license fee – Fee established.

City license fees shall be in the amounts established in RMC 5.04.130 and as further determined under this chapter. State administrative fee to be adjusted as reduction to license fee as established in RMC 5.04.130(A)(2) and (4) and (B)(1).

5.04.380 Tax and license period.

The tax and license period shall be for one full year. However, in the first year of the application it may be prorated based upon the origination date of a required state license.

5.04.385 Utilization of business license fee revenues.

A reserve to be known as the business license reserve is hereby created. The reserve will be based upon the following formula: an average of the actual prior two years' business license fees revenues will establish the base annually. Of this average figure, ~~22~~ 18 percent will be reserved and accumulated annually. Reserves will be utilized to promote business activities for the purposes of core development, tourism, general economic development, capital expenditures for community improvements, and the prevention of blight. Project expenses must be spent and receipts received by the end of the calendar year awarded or forfeited by the benefitting agency. In the event that there are not enough applicants and the reserve exceeds \$200,000, the funds may be made available for public art at the discretion of the city and may be applied for by city departments for that use only.

5.04.386 Organizations qualified to use business license reserves.

Organizations qualified to use the funding reserved and accumulated in the categories as listed above shall include the Tri-Cities Regional Chamber of Commerce, the Tri-Cities Visitors and Convention Bureau, SCORE of the Mid-Columbia (business mentoring and education in the Tri-Cities), Small Business Development Center Tri-Cities (SBDC-TC)

and [the two](#) business improvement districts ([Downtown and Uptown](#)). These groups shall have as their charter the enhancement of the local business community and the improvement of the environs of the city of Richland. The [awarding of funds](#) ~~determination of the appropriate groups to be awarded these funds~~ shall be determined by the Richland City Council based upon recommendations to the council by the economic development committee, which shall review the applications submitted to them. The economic development committee shall develop a set of guidelines for the selection of the recipients, said guidelines to be approved by the city attorney and accepted by the city council.

~~5.04.387 City of Richland department use of business license reserves.~~

~~City of Richland departments are also eligible for use of business license reserves for program or capital expenditures that meet the criteria as set forth in RMC 5.04.385 and as recommended by the economic development committee as set forth in RMC 5.04.386.~~

5.04.388 Commercial [facade](#) improvement program.

The city of Richland's office of business and economic development is authorized to establish and manage a commercial [facade](#) improvement program ("program"). The purpose of the program is to encourage and enhance economic development, and reduce blight in the city. The program shall be funded annually [through application to the business license reserve fund, based on recommendation from the economic development committee and approval by the city council.](#) ~~as determined by the process set forth in RMC 5.04.386. The commercial facade improvement program is a matching funds program.~~ Use of the funds shall be designated for improvement of commercial areas or properties that exhibit pre-blight conditions as identified by the economic development committee for public investment to facilitate private economic development and to limit or eliminate blight. The city's program and participation shall be secured by agreement. ~~such agreement to provide for the city ownership of an interest in the facilities and improvements funded pursuant to the agreement. The city interest in facilities and improvements will be amortized and reduced at the rate of 20 percent per year for each of five years after the construction or installation of the facility or improvement.~~ The consideration for a program agreement includes but is not limited to the anticipated increase in sales tax received by the city and the avoidance of public expenditure on blighted areas. Program facilities and improvements shall be permanent in nature [and](#) within view of a public right-of-way or property, and shall be maintained in good, clean working condition by the private party ~~for the duration of the agreement.~~ ~~Determination of the appropriate projects to be awarded these~~ [The awarding of](#) funds shall be made by the Richland city council based upon recommendations to the council by the economic development committee, which shall review the applications submitted to them. The economic development committee shall develop administrative guidelines for the program; said guidelines shall be reviewed by staff and accepted by the city council. [To be eligible for reimbursement, receipts for eligible project expenses must be received by the city within twelve \(12\) months of the contract issue date. Any funds not expended to meet this deadline are forfeited.](#)

[In the event there are too few applicants and the reserve exceeds \\$200,000, the funds may be utilized for new construction on vacant developed or undeveloped land to fill gaps](#)

in the Central Business District (CBD) zone. Under such circumstances, land must be vacant/unoccupied for no less than two (2) years to be eligible for application to the program.

5.04.400 Rebate of fee – General prohibition.

Except as provided in this chapter, no rebate or refund of any license fee or part thereof shall be made by reason of the nonuse of such license or by reason of a change of business rendering the use of such license ineffective.

5.04.410 Rebate of fee collected in error.

The license officer shall have authority to refund a license fee only where it was collected in error.

5.04.430 Contents of license.

Each license issued by the State of Washington Department of Licensing hereunder shall state upon its face the following:

- A. The name of the licensee and any other name under which such business is to be conducted.
- B. The kind and address of each business so licensed.
- C. The dates of issuance and expiration thereof.
- D. Such other information as the license officer shall determine to be necessary.

5.04.440 General obligations of licensee.

Every licensee under this chapter shall:

- A. Keep full and complete records of the number of his employees and the hours worked by each employee.
- B. Permit all reasonable inspections of his payroll records by public authorities so authorized by law at all reasonable times.
- C. Ascertain and at all times comply with all laws and regulations applicable to such licensed business.
- D. Refrain from operating the license businesses on premises after expiration of his license and during the period his license is revoked or suspended.
- E. Promptly surrender any license certificate when required by the license officer.

5.04.450 Display of license.

Every licensee under this chapter shall:

- A. Display such license in a prominent location upon the licensed premises.

B. When he has no licensed business premises, carry such license on his person.

5.04.460 Inoperative licenses, special permits.

No licensee shall allow any license or special permit to remain posted, displayed or used, after the period for which it was issued has expired; or when it has been suspended or revoked, or for any other reason become ineffective. The licensee shall promptly return such inoperative license or special permit to the license officer.

5.04.470 Unlawful possession.

No licensee shall loan, sell, give or assign to any other person, or allow any other person to use or display, or to destroy, damage or remove, or to have in his possession, except as authorized by the license officer or by law, any license which has been issued to said licensee.

5.04.475 Change of business structure.

Changes in business structure shall require a new license application and the payment of fee. Such changes shall include change of ownership, or corporate status, including, but not limited to, as an example, a change from sole proprietorship to a partnership or corporation.

5.04.480 Change of location – Notice.

A licensee shall have the right to change the location of the licensed business, provided he shall promptly notify license officer of such change of location and the new location is approved by zoning, building inspection divisions and the fire department.

5.04.490 Where applicant fails to keep records.

The license officer shall make his own determination as to the number of employees for any business where the licensee has failed to keep books and records accurately, showing the number of full-time and part-time employees and the hours worked by each employee.

5.04.500 Investigations.

The license officer shall make or cause to be made all investigations reasonably necessary to the enforcement of this chapter.

5.04.510 Order to comply – Issuance.

When a violation of this chapter or of any other law or ordinance has been reported to the license officer, he shall issue to the person reported to be in violation an order to comply.

5.04.520 Order to comply – Notice.

The order to comply shall be in writing, shall be served on the licensee and shall apprise the person affected of his specific violations. In the absence of the person affected or his agent or employee, a copy of such notice shall be affixed to some structure on the premises. Depositing such order in the United States mail shall constitute service thereof.

5.04.530 Period for compliance.

The order to comply shall require compliance within 10 days of serving notice on the affected person.

5.04.540 Hearing.

Upon written application by the person affected, before the expiration of the 10-day period for compliance, the license officer shall order and hold a hearing. Notice of such hearing shall be given the affected person in the manner prescribed in RMC 5.04.520.

5.04.550 Modifying authority of license officer.

Upon written application, or on his own motion, the license officer shall have the authority, in a proper case, to extend the time for compliance, to grant a new hearing date, and to change, modify or rescind any recommendation or order.

5.04.560 Suspension or revocation.

Upon the refusal or failure of the violator to comply with the initial order, or if an appeal is taken, with any order made after hearing, the license officer shall have the authority to suspend or revoke the violator's license. No license, however, shall be suspended or revoked until 10 days have elapsed from the service of the initial order, and if the violator applies for a hearing under RMC 5.04.540, until an order has been made after hearing, and if the violator exercises his right of appeal under RMC 5.04.570, until the city manager has made his findings.

5.04.570 Right of appeal.

Any person aggrieved by any decision of the license officer after hearing shall have the right to appeal to the city manager by filing a written appeal with such officer within 10 days following the effective date of the action or decision complained of.

Such appeal shall set out a copy of the order or decision appealed from and shall include a statement of the facts relied upon to avoid such order.

At the time of filing any such appeal a copy thereof shall be filed by the appellant with the license officer.

5.04.580 Hearing.

The city manager shall fix a time and place for hearing the appeal and shall have served a written notice, as provided in RMC 5.04.520, upon the appellant informing him thereof. The city manager shall also give such notice to the license officer and such officer shall be entitled to appear and defend such order.].

5.04.590 Effect of decision.

The findings of the city manager shall be final and conclusive.

5.04.600 Liability of violator.

The amount of any unpaid fee, the payment of which is required hereunder, shall constitute a debt due the city.

The city attorney shall, at the direction of the license officer, institute civil suit in the name of the city to recover any such unpaid fee.

No civil judgment, or any act by the city attorney, the license officer, or the violator, shall bar or prevent a criminal prosecution for each and every violation of this chapter.

5.04.605 Late payment.

There shall be added to each fee or tax paid, after it has become due, the sum of \$20.00 or 10 percent of the fee or tax due, whichever is greater. Late payment is to be waived when license renewal is for city license only and not combined with state license renewal.

5.04.610 Violations – Penalties.

Any person who has violated any provision of this chapter except for RMC 5.04.170 shall have committed a civil infraction subject to a civil penalty as set forth in RMC 10.02.050(E).

Provided, if the same violator has been found to have committed an infraction violation for the same or similar conduct two separate times, with the violations occurring at the same location and involving the same or similar sections of the Richland Municipal Code or other similar codes, the third or subsequent violation shall constitute a misdemeanor, punishable as provided in RMC 1.30.010 for criminal offenses.

For any violation of a continuing nature, each day's violation shall be considered a separate offense and shall subject the offender to the above penalties for each offense.

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

Section 3. 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.

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PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the ____ day of _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

TONI FULTON, Acting Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area I - Financial & Operational

Subject:

Ordinance No. 51-19, Amending Titles 19, 23 and 24 of the Richland Municipal Code to Send Certain Land Use Decisions to the Richland Hearing Examiner

Department:

Development Services

Ordinance/Resolution Number:

51-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 51-19, amending Titles 19, 23 and 24 of the Richland Municipal Code to send certain land use decisions to the Richland Hearing Examiner.

Summary:

The City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to bring local ordinances into alignment with developed practices, to eliminate conflicts and ambiguities, and to comply with state and/or federal law.

In October 2018, Richland City Council directed staff to pursue updating the City's land use development permitting process to send certain actions to the City's Hearing Examiner for final decision with an appeal opportunity into Benton County Superior Court. The proposed changes in the hearing body for certain types of development applications will benefit the citizens of Richland by streamlining the approval process. Further, entrusting the final decision on land use development permitting to a qualified and experienced Hearing Examiner promotes consistency in result and reduces liability for the City.

On September 25, 2019, the proposed amendments were reviewed by the Planning Commission during a public hearing. After the hearing, the Planning Commission voted to recommend approval of the proposed amendments.

Staff recommends approval of Ordinance No. 51-19 for first reading, by title only.

Fiscal Impact:

Adoption of the proposed amendments to Richland Municipal Code Titles 19, 23 and 24 will not directly impact the City of Richland's budget.

Attachments:

1. Ordinance No. 51-19
2. CA2019-104 Full Staff Report

ORDINANCE NO. 51-19

AN ORDINANCE of the City of Richland amending Titles 19, 23 and 24 of the Richland Municipal Code to send certain land use development permitting decisions to the City of Richland Hearing Examiner with the right of appeal to Benton County Superior Court.

WHEREAS, the City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to bring local ordinances into alignment with developed practices, to eliminate conflicts and ambiguities, and to comply with state and/or federal law; and

WHEREAS, in October 2018, Richland City Council directed staff to pursue updating the City's land use development permitting process to send certain actions to the City's Hearing Examiner for final decision with an appeal opportunity into Benton County Superior Court; and

WHEREAS, the proposed changes in the hearing body for certain types of development applications will benefit the citizens of Richland by streamlining the approval process; and

WHEREAS, entrusting the final decision on land use development permitting to a qualified and experienced Hearing Examiner promotes consistency in result and reduces liability for the City.

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

Section 1. Richland Municipal Code Section 19.20.010, entitled Procedures for processing development permits, as first enacted by Ordinance No. 12-96, and last amended by Ordinance No. 02-18A, is hereby amended to read as follows:

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, ~~or~~ Type III, or Type IIIA. Legislative decisions are Type IV actions, and are addressed in RMC 19.20.050. Exclusions from the requirements of project permit application processing are contained in RMC 19.20.070.

A. Type I permits include the following types of permit applications:

1. Minor revisions to planned unit developments;
2. Final approvals of planned unit developments;
3. Short plats;
4. Small binding site plans;

5. Minor revisions to preliminary plats;
6. Minor revisions to site plans;
7. Minor revisions to special use permits;
8. Minor revisions to shoreline substantial development permits;
9. Minor new substantial development permits that meet any of the following criteria:
 - a. Single-family residences not constructed by an owner, lessee, or contract purchaser for their own use;
 - b. Single-family nonexempt docks; and
 - c. New developments on a site of one acre or less and with a cost of less than \$500,000;
10. Accessory dwelling units;
11. Extension of preliminary plat approvals.

B. Type II permits include the following types of permit applications:

1. Shoreline substantial development permits not classified as Type I permits or major revisions thereof;
2. Large binding site plans;
3. Site plan approvals or major revisions thereof;
4. Building height exceptions;
5. Design review – acceptance of alternative design standards;
6. Schools on small sites;
7. Joint use parking reductions;
8. Special sign permits;
9. Special use permits or major revisions thereof.

C. Type III permits include the following types of permit applications:

1. Preliminary plats or major revisions thereof;
- ~~2. Site-specific rezones;~~
- ~~3~~2. Planned unit developments – preliminary approvals;
- ~~4. Development agreements;~~

~~53~~. Plat alterations or vacations.

D. Type IIIA permits include site-specific rezones.

~~D~~E. Type IV permits include the following types of permit applications:

1. Zoning code text and zoning district amendments;
2. Adoption of development regulations and amendments;
3. Area-wide rezones to implement new city policies;
4. Adoption of the comprehensive plan and any plan amendments; and
5. Annexations.

Section 2. Richland Municipal Code Section 19.20.030, entitled Project permit application framework, as first enacted by Ordinance No. 12-96, and last amended by Ordinance No. 19-14, is hereby amended to read as follows:

19.20.030 Project permit application framework.

	PROJECT PERMIT APPLICATION TYPE AND PROCEDURE				
	Type I	Type II	Type III	<u>Type IIIA</u>	Type IV
Recommendation Made By:	N/A	N/A	Hearing Examiner <u>N/A</u>	<u>Hearing Examiner</u>	Planning Commission
Permit Decision Made By:	Director	Board of Adjustment or Planning Commission or Hearing Examiner ¹	City Council <u>Hearing Examiner</u>	<u>City Council</u>	City Council
Notice of Application:	No	Yes	Yes	<u>Yes</u>	No
Notice of Decision:	Yes	Yes	Yes	<u>Yes</u>	No
Notice of Hearing:	No	Yes	Yes	<u>Yes</u>	Yes

	PROJECT PERMIT APPLICATION TYPE AND PROCEDURE				
	Type I	Type II	Type III	<u>Type IIIA</u>	Type IV
Open Record Public Hearing:	No	Yes, before Board of Adjustment or Planning Commission or Hearing Examiner ¹	Yes, before Hearing Examiner	<u>The Hearing Examiner will conduct an open record pre-decision public hearing</u>	Yes, before both Planning Commission and City Council
Open Record Appeal Hearing:	Yes, before Hearing Examiner	No	No	<u>No</u>	N/A
Closed Record Appeal Hearing:	No	<u>No</u> Yes, before City Council	<u>No</u> Yes, before City Council	<u>City Council will conduct a closed record decision hearing</u>	N/A
Judicial Appeal:	Yes	Yes	Yes	<u>Yes</u>	Yes

¹ RMC 23.46.025 defines the specific special use permit applications for which the hearing examiner or board of adjustment is designated as the hearing body.

Section 3. Richland Municipal Code Section 19.70.040, entitled Closed record decisions and appeals – Type II project permit decisions, as first enacted by Ordinance No. 12-96, and last amended by Ordinance No. 19-14, is hereby amended to read as follows:

19.70.040 Closed record decisions and appeals – Type II project permit decisions. Appeals of the ~~hearing body's~~ director's decision on a Type II project permit application shall be governed by the following:

A. Time to File. An appeal of the Type I ~~or Type II~~ permit decision must be filed within ten (10) business days following issuance of the written decision. Appeals may be delivered to the development services division by mail, personal delivery, or e-mail ~~or by fax~~ before 5:00 p.m. on the last business day of the appeal period.

B. Computation of Time. For the purposes of computing the time for filing an appeal, the day the notice of decision is mailed shall not be included. The last day of the appeal period shall be included unless it is a Saturday, Sunday, or a day designated by RCW 1.16.050 or by the city's ordinances as a legal holiday; then it also is excluded and the filing must be completed on the next business day.

C. Content of Appeal. Appeals shall be in writing, be accompanied by an appeal fee, and contain the following information:

1. Appellant's name, address and phone number;
2. Appellant's statement describing his or her standing to appeal;
3. Identification of the application which is the subject of the appeal;
4. Appellant's statement of grounds for appeal and the facts upon which the appeal is based;
5. The relief sought, including the specific nature and extent;
6. A statement that the appellant has read the appeal and believes the contents to be true, followed by the appellant's signature.

D. Effect. ~~The timely filing of an appeal shall stay the effective date of the hearing body's decision until such time as the appeal is adjudicated by the council or withdrawn. In the case of an appeal of a Type I permit decision, t~~The timely filing of an appeal shall stay the effective date of the administrative decision until such time as the appeal is adjudicated by the hearing examiner or withdrawn.

E. Notice of Appeal. The director shall provide public notice of the appeal to any party required to receive notice of hearing on the underlying permit as set forth elsewhere in the city's adopted development regulations and to those persons entitled to notice of decision as set forth in RMC 19.60.080(D).

Section 4. Richland Municipal Code Section 19.70.050, entitled Procedures for closed record decisions, as first enacted by Ordinance No. 12-96, and last amended by Ordinance No. 19-14, is hereby amended to read as follows:

19.70.050 Procedure for closed record decisions ~~and appeals.~~

A. The following sections of this title shall apply to a closed record ~~proceeding: decisions and appeals meeting.~~ RMC 19.60.030; 19.60.040; 19.60.050; 19.60.060; 19.60.070(A), (B), (C), (D), and (F) and 19.60.080.

B. The closed record ~~decisions and appeals meeting~~ proceeding shall be on the record before the hearing body. No new evidence shall be presented before the city council in a closed record ~~appeal~~ proceeding. Only those persons who participated in the open record hearing before the hearing examiner, planning commission or board of adjustment may address the council in a closed record ~~appeal meeting~~ proceeding. Comments made at a closed record ~~appeal meeting~~ proceeding must be in the nature of summary argument only, based on and limited to facts in the written and oral record developed during the open record hearing. If any speaker at a closed record ~~appeal meeting~~ proceeding presents comments that are not based on facts in the record, anyone present ~~at the~~

meeting may make an objection. If an objection is made, the speaker will stop until the issue of the objection is resolved.

Section 5. Richland Municipal Code Section 19.70.060, entitled Judicial appeals, as first enacted by Ordinance No. 12-96, and last amended by Ordinance No. 29-12, is hereby amended to read as follows:

19.70.060 Judicial appeals.

Except in the event of legal authority providing for a different appeal process, ~~T~~the city's final decision on an application may be appealed by a party of record with standing to file a land use petition in Benton County superior court. Such petition must be filed within 21 days of issuance of the decision, as provided in Chapter 36.70C RCW.

Section 6. Richland Municipal Code Section 23.70.210, entitled Public hearing and recommendation to council, as first enacted by Ordinance No. 28-05, and last amended by Ordinance No. 24-14, is hereby amended to read as follows:

23.70.210 Public hearing and recommendation to council.

A. Reclassification. The hearing examiner shall conduct an open record public hearing as required by RMC Title 19 for a Type III A 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.

B. Amendment. The planning commission shall conduct an open record public hearing as required by RMC Title 19 for a Type IV permit application. The recommendation to the city council of any amendment hereto by the planning commission shall be by the affirmative vote of not less than a majority of the total members of the commission. The recommendation shall be by a recorded motion, which shall include written findings of fact of the commission and the reasons for its action; and the motion shall refer expressly to the specific language of the proposed amendment and any other graphics or materials intended by the commission to constitute the amendment. The secretary of the planning commission shall prepare and sign an action summary of the commission's recommendation, which shall be forwarded to the city clerk for scheduling for city council consideration.

Section 7. Richland Municipal Code Section 23.70.230, entitled Consideration and action by council, as first enacted by Ordinance No. 28-05, is hereby amended to read as follows:

23.70.230 Consideration and action by council.

The planning commission's or hearing examiner's recommendation on any reclassification or amendment, together with other reports, maps, documentation and recommendations, shall be considered by the city council in accordance with the provisions and requirements of RMC Title 19 (Development Regulation and Administration).

The council may, by ordinance, adopt or adopt with modification, any reclassification or amendment which the planning commission or hearing examiner has made a recommendation on; or by motion reject the reclassification or amendment.

The council may refer any request for reclassification or amendment back to the planning commission or hearing examiner for further review and recommendation. ~~In such case, no further public hearing before the planning commission shall be required.~~

Section 8. Richland Municipal Code Section 24.12.050, entitled Preliminary plat – Public hearing, hearing examiner consideration and recommendation to city council, as first enacted by Ordinance No. 73, and last amended by Ordinance No. 01-18, is hereby amended to read as follows:

24.12.050 Preliminary plat – Public hearing, hearing examiner decision.
~~consideration and recommendation to city council.~~

A. The hearing examiner shall consider any preliminary plat application and shall conduct an open record public hearing in accordance with Chapter 19.60 RMC. After public hearing and review the hearing examiner shall decide ~~determine~~ whether the preliminary plat is in accordance with the comprehensive plan and other applicable code requirements ~~and shall either make a recommendation for approval or disapproval to the city council.~~

~~Recommendation for~~ A decision of approval of the preliminary plat shall not be given by the hearing examiner without the prior review and approval of the city manager or ~~his~~ designee with respect to the engineering elements of said plat, including the following:

1. Adequacy of proposed street, alley, right-of-way, easement, lighting, fire protection, drainage, and utility provisions;
2. Adequacy and accuracy of land survey data;
3. The submittal by the applicant of a plan for the construction of a system of street lights within the area proposed for platting, including a timetable for installation; provided, that in no event shall such a plan be approved that provides for the dedication of such a system of lighting to the city later than the occupancy of any of the dwellings within the subdivision.

B. The hearing examiner ~~recommendation~~ decision shall be final, subject to judicial appeal as provided for in RMC 19.70.060. ~~forwarded to the city clerk for scheduling for city council consideration.~~

Section 9. Richland Municipal Code Section 24.12.053, entitled Preliminary plat – Required findings, as first enacted by Ordinance No. 03-00, and last amended by Ordinance No. 01-18, is hereby amended to read as follows:

24.12.053 Preliminary plat – Required findings.

The hearing examiner shall not approve ~~recommend approval of~~ any preliminary plat application, unless the approval is accompanied by written findings that:

- A. The preliminary plat conforms to the requirements of this title;
- B. Appropriate provisions are made for the public health, safety and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school;
- C. The public use and interest will be served by the platting of such subdivision and dedication; and
- D. The application is consistent with the requirements of RMC 19.60.095.

Section 10. Richland Municipal Code Section 24.12.055, entitled Preliminary plat – City council consideration and action, as first enacted by Ordinance No. 13-96, and last amended by Ordinance No. 01-18, is hereby amended to read as follows:

24.12.055 Preliminary plat – ~~City council~~ Hearing examiner consideration and action.

~~A. The city council shall consider the recommendation of the hearing examiner together with other recommendations, maps and documents and matters of record and render a decision on the preliminary plat consistent with the requirements of RMC Title 19 for Type III permit application.~~

~~B~~A. The application for preliminary plat approval shall be approved, disapproved or returned to the applicant for modification or correction within 90 days of the date of acceptance.

~~C~~B. ~~City council~~ Hearing examiner approval of a preliminary plat shall not guarantee final approval of the plat or subdivision and shall not constitute an acceptance of the subdivision, but shall authorize the subdivider to proceed with the preparation of the final plat along the lines indicated in the preliminary plat.

~~D~~C. Approval of the preliminary plat shall be operative for five (5) years from the date of approval by the hearing examiner ~~city council~~ during which time a final plat or plats may be submitted.

~~E~~D. The subdivision administrator may extend the approval period or may require that the preliminary plat must be resubmitted after the expiration of the approval period.

Section 11. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

Section 12. 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 _____ 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

TONI FULTON, Acting Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: CA2019-104

PREPARED BY: MIKE STEVENS
MEETING DATE: Sept. 25, 2019

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND CA2019-104

REQUEST: TEXT AMENDMENTS TO RMC TITLE 19 – DEVELOPMENT REGULATION ADMINISTRATION, TITLE 23 – ZONING REGULATIONS, AND TITLE 24 – PLATS AND SUBDIVISION. TITLE 19 AMENDMENTS TO INCLUDE CHANGES REGARDING PERMIT PROCESSING PROCEDURES, DECISIONS, AND APPEALS. TITLE 23 AMENDMENTS TO INCLUDE CHANGES REGARDING PUBLIC HEARINGS AND RECOMMENDATIONS TO COUNCIL, ALONG WITH CONSIDERATION AND ACTION BY COUNCIL. TITLE 24 AMENDMENTS TO INCLUDE CHANGES TO PUBLIC HEARINGS AND DECISIONS FOR PRELIMINARY PLATS, ALONG WITH CHANGES TO THE BINDING SITE PLAN PROCEDURE.

LOCATION: CITYWIDE

REASON FOR REQUEST

The Richland City Council desires to reduce liability for land use decisions by removing the Council from the approval and/or appeal process when otherwise not required by state law. The Council also desires to simplify decision and appeal procedures for land use actions by removing processes that lengthen the review process for property owners and developers.

ANALYSIS

Staff has completed its review of the proposed amendments to the city's code governing short subdivisions and submits that:

PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

No substantive comments were received from the public and/or governmental entities during the public comment period.

SEPA

The City of Richland determined that the proposed text amendments were exempt from SEPA review pursuant to WAC 197-11-800.

FINDINGS OF FACT

1. The City of Richland is proposing to amend Title 19 – Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision.
2. The proposed amendments to Title 19 include changes regarding permit processing procedures, decisions and appeals.
3. The proposed amendments to Title 23 include changes regarding public hearings and recommendations to council, along with consideration and action by council.
4. The proposed amendments to Title 23 include changes to public hearings and decisions for preliminary plats, along with changes to the binding site plan procedure.
5. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
6. No substantive comments regarding the proposed code amendments were received.
7. The Washington State Department of Commerce granted Expedited Review for the proposed amendments on September 9, 2019.
8. The proposed code amendments were determined to be exempt from SEPA pursuant to WAC 197-11-800.
9. The City of Richland Planning Commission conducted a public hearing review for the proposed amendments on September 25, 2019.

CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendments to the City Council.
2. The proposed code amendments are consistent with the goals and policies of the City's Comprehensive Plan.

RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (CA2019-104) and recommend to the City Council adoption of the proposed code amendments to RMC Title 19, 23 and 24.

ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning Commission.
3. Recommend denial of the amendments;

RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendments to Title 19, Title 23 and Title 24 of the Richland Municipal Code, as contained in the attached Draft Code Amendments (Exhibit 2) based upon the above listed Findings of Fact and Conclusions of Law.

EXHIBITS

1. Application Materials
2. Draft Code Amendments
3. Department of Commerce Notice and Expedited Review Approval
4. Public Notice and Comments Received



Exhibit 1

City of Richland
Development Services

505 Swift Blvd. MS-35
Richland, WA 99352
☎ (509) 942-7794
📠 (509) 942-7764

Code Amendment Application (Non-Zoning)

Note: A Pre-Application meeting is required prior to submittal of an application

APPLICANT

☐ Contact Person

Company: City of Richland

UBI#

Contact: Shane O'Neill

Address: 625 Swift Blvd. MS-35

Phone: 509-942-7587

Email: soneill@ci.richland.wa.us

DESCRIPTION OF PROPOSED AMENDMENT

Proposed amendments to Title 19 - Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, along with consideration and action by council. Title 24 amendments to include changes to public hearings and decisions for preliminary plats, along with changes to the binding site plan procedure.

APPLICATION MUST INCLUDE:

1. Completed Application and Filing Fee
2. SEPA Checklist (if necessary)

ANSWER QUESTIONS AS COMPLETELY AS POSSIBLE

Section(s) of code proposed to be amended(include code citation):

Proposed amendments to Title 19 - Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, along with consideration and action by council. Title 24 amendments to include changes to public hearings and decisions for preliminary plats, along with changes to the binding site plan procedure. See attached.

Summary of requested code amendment(s):

Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, along with consideration and action by council. Title 24 amendments to include changes to public hearings and decisions for preliminary plats, along with changes to the binding site plan procedure. See attached.

Reason(s) for code amendment(s):

The Richland City Council desires to not be involved with land use appeals or decisions which are not required by State Law in order to reduce liability and to ensure fair and consistent review.

Is the proposed amendment consistent with the applicable provisions of the Comprehensive Plan? Is a Comprehensive Plan amendment necessary to implement the proposed amendment? **Yes, the proposed amendment is consistent with the current Comprehensive Plan. A Comprehensive Plan amendment is not necessary to implement the proposed code amendment.**

Does the proposed amendment bear a substantial relation to the public health, safety, welfare and protection of the environment? Please explain: **Yes, the proposed amendment will ensure that fair and consistent decisions are made by the City of Richland in regards to land use actions.**

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application. The information provided in this application contains no misstatement of fact.
2. I am an owner(s), authorized agent(s) of an owner(s), or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW, or I am exempt from the requirements of the Chapter 18.27 RCW.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

Applicant Printed Name: Shane O'Neill

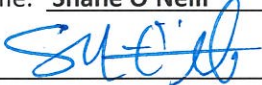
Applicant Signature:  Date 8.22.19

Exhibit 2

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, ~~or Type III~~, or Type IIIA. Legislative decisions are Type IV actions, and are addressed in RMC 19.20.050. Exclusions from the requirements of project permit application processing are contained in RMC 19.20.070.

A. Type I permits include the following types of permit applications:

1. Minor revisions to planned unit developments;
2. Final approvals of planned unit developments;
3. Short plats;
4. Small binding site plans;
5. Minor revisions to preliminary plats;
6. Minor revisions to site plans;
7. Minor revisions to special use permits;
8. Minor revisions to shoreline substantial development permits;
9. Minor new substantial development permits that meet any of the following criteria:
 - a. Single-family residences not constructed by an owner, lessee, or contract purchaser for their own use;
 - b. Single-family nonexempt docks; and
 - c. New developments on a site of one acre or less and with a cost of less than \$500,000;
10. Accessory dwelling units;
11. Extension of preliminary plat approvals.

B. Type II permits include the following types of permit applications:

1. Shoreline substantial development permits not classified as Type I permits or major revisions thereof;

2. Large binding site plans;
3. Site plan approvals or major revisions thereof;
4. Building height exceptions;
5. Design review – acceptance of alternative design standards;
6. Schools on small sites;
7. Joint use parking reductions;
8. Special sign permits;
9. Special use permits or major revisions thereof.

C. Type III permits include the following types of permit applications:

1. Preliminary plats or major revisions thereof;
2. Site-specific rezones;
3. Planned unit developments – preliminary approvals;
4. Development agreements;
5. Plat alterations or vacations.

Commented [KWH1]: I don't think development agreements belong here. They really aren't a permit application type at all.

D. Type IIIA permits include site-specific rezones.

E. Type IV permits include the following types of permit applications:

1. Zoning code text and zoning district amendments;
2. Adoption of development regulations and amendments;
3. Areawide rezones to implement new city policies;
4. Adoption of the comprehensive plan and any plan amendments; and
5. Annexations. [Ord. 12-96; Ord. 29-12 § 1.01; Ord. 19-14 § 1.01; Ord. 36-15 § 1; Ord. 02-18 § 1; Ord. 02-18A § 1].

19.20.030 Project permit application framework.

	PROJECT PERMIT APPLICATION TYPE AND PROCEDURE				
	Type I	Type II	Type III	<u>Type IIIA</u>	Type IV
Recommendation Made By:	N/A	N/A	N/A Hearing Examiner	Hearing Examiner	Planning Commission
Permit Decision Made By:	Director	Board of Adjustment or Planning Commission or Hearing Examiner ¹	Hearing Examiner City Council	City Council	City Council
Notice of Application:	No	Yes	Yes	Yes	No
Notice of Decision:	Yes	Yes	Yes	Yes	No
Notice of Hearing:	No	Yes	Yes	Yes	Yes
Open Record Public Hearing:	No	Yes, before Board of Adjustment or Planning Commission or Hearing Examiner ¹	Yes, before Hearing Examiner	The Hearing Examiner will conduct an open record predecision public hearing	Yes, before both Planning Commission and City Council
Open Record Appeal Hearing:	Yes, before Hearing Examiner	No	No	No	N/A
Closed Record Appeal Hearing:	No	No Yes, before City Council	No Yes, before City Council	City Council will conduct a closed record decision hearing	N/A
Judicial Appeal:	Yes	Yes	Yes	Yes	Yes

¹ RMC 23.46.025 defines the specific special use permit applications for which the hearing examiner or board of adjustment is designated as the hearing body.

[Ord. 12-96; Ord. 29-12 § 1.01; Ord. 19-14 § 1.01].

19.70.040 Closed record decisions and appeals – Type ~~III~~ project permit decisions.

Appeals of the ~~director's hearing body's~~ decision on a Type ~~III~~ project permit application shall be governed by the following:

A. Time to File. An appeal of the Type I ~~or Type II~~ permit decision must be filed within 10 business days following issuance of the written decision. Appeals may be delivered to the development services division by mail, personal delivery, e-mail or by fax before 5:00 p.m. on the last business day of the appeal period.

B. Computation of Time. For the purposes of computing the time for filing an appeal, the day the notice of decision is mailed shall not be included. The last day of the appeal period shall be included unless it is a Saturday, Sunday, or a day designated by RCW 1.16.050 or by the city's ordinances as a legal holiday; then it also is excluded and the filing must be completed on the next business day.

C. Content of Appeal. Appeals shall be in writing, be accompanied by an appeal fee, and contain the following information:

1. Appellant's name, address and phone number;
2. Appellant's statement describing his or her standing to appeal;
3. Identification of the application which is the subject of the appeal;
4. Appellant's statement of grounds for appeal and the facts upon which the appeal is based;
5. The relief sought, including the specific nature and extent;
6. A statement that the appellant has read the appeal and believes the contents to be true, followed by the appellant's signature.

D. Effect. ~~The timely filing of an appeal shall stay the effective date of the hearing body's decision until such time as the appeal is adjudicated by the council or withdrawn. In the case of an appeal of a Type I permit decision, t~~The timely filing of an appeal shall stay the effective date of the administrative decision until such time as the appeal is adjudicated by the hearing examiner or withdrawn.

E. Notice of Appeal. The director shall provide public notice of the appeal to any party required to receive notice of hearing on the underlying permit as set forth elsewhere in the city's adopted development regulations and to those persons entitled to notice of decision as set forth in RMC 19.60.080(D). [Ord. 12-96; Ord. 29-12 § 1.01; Ord. 19-14 § 1.03].

19.70.050 Procedure for closed record decisions ~~and appeals~~.

A. The following sections of this title shall apply to a closed record ~~decisions-proceedingand appeals meeting~~: RMC 19.60.030; 19.60.040; 19.60.050; 19.60.060; 19.60.070(A), (B), (C), (D), and (F) and 19.60.080.

B. The closed record ~~decisions-and appeals-proceedingmeeting~~ shall be on the record before the hearing body. No new evidence shall be presented before the city council in a closed record ~~proceedingappeal~~. Only those persons who participated in the open record hearing before the hearing examiner, ~~planning commission-or board-of adjustment~~ may address the council in a closed record ~~proceedingappeal meeting~~. Comments made at a closed record ~~proceedingappeal meeting~~ must be in the nature of summary argument only, based on and limited to facts in the written and oral record developed during the open record hearing. If any speaker at a closed record ~~proceedingappeal meeting~~ presents comments that are not based on facts in the record, anyone present ~~at-the meeting~~ may make an objection. If an objection is made, the speaker will stop until the issue of the objection is resolved. [Ord. 12-96; Ord. 7-99; Ord. 29-12 § 1.01; Ord. 19-14 § 1.03].

19.70.060 Judicial appeals.

Except in the event of legal authority providing for a different appeal process, ~~t~~he city's final decision on an application may be appealed by a party of record with standing to file a land use petition in Benton County superior court. Such petition must be filed within 21 days of issuance of the decision, as provided in Chapter 36.70C RCW. [Ord. 12-96; Ord. 29-12 § 1.01].

23.70.210 Public hearing and recommendation to council.

A. Reclassification. The hearing examiner shall conduct an open record public hearing as required by RMC Title 19 for a Type III ~~A~~ 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.

B. Amendment. The planning commission shall conduct an open record public hearing as required by RMC Title 19 for a Type IV permit application. The recommendation to the city council of any amendment hereto by the planning commission shall be by the affirmative vote of not less than a majority of the total members of the commission. The recommendation shall be by a recorded motion, which shall include written findings of fact of the commission and the reasons for its action; and the motion shall refer expressly to the specific language of the proposed amendment and any other graphics or materials intended by the commission to constitute the amendment. The secretary of the planning commission shall prepare and sign an action summary of the commission's recommendation, which shall be forwarded to the city clerk for scheduling for city council consideration. [Ord. 28-05 § 1.02; Ord. 24-14 § 1.01].

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23.70.230 Consideration and action by council.

The planning commission's [or hearing examiner's](#) recommendation on any reclassification or amendment, together with other reports, maps, documentation and recommendations, shall be considered by the city council in accordance with the provisions and requirements of RMC Title 19 (Development Regulation and Administration).

The council may, by ordinance, adopt or adopt with modification, any reclassification or amendment which the planning commission [or hearing examiner](#) has made a recommendation on; or by motion reject the reclassification or amendment.

The council may refer any request for reclassification or amendment back to the planning commission [or hearing examiner](#) for further review and recommendation. ~~In such case, no further public hearing before the planning commission shall be required.~~ [Ord. 28-05 § 1.02].

24.12.050 Preliminary plat – Public hearing, hearing examiner ~~decision~~consideration and recommendation to city council.

A. The hearing examiner shall consider any preliminary plat application and shall conduct an open record public hearing in accordance with Chapter 19.60 RMC. After public hearing and review the hearing examiner shall ~~decide~~[determine](#) whether the preliminary plat is in accordance with the comprehensive plan and other applicable code requirements ~~and shall either make a recommendation for approval or disapproval to the city council.~~

~~A decision of~~ [Recommendation for](#) approval of the preliminary plat shall not be given by the hearing examiner without the prior review and approval of the city manager or his designee with respect to the engineering elements of said plat including the following:

1. Adequacy of proposed street, alley, right-of-way, easement, lighting, fire protection, drainage, and utility provisions;
2. Adequacy and accuracy of land survey data;
3. The submittal by the applicant of a plan for the construction of a system of street lights within the area proposed for platting, including a timetable for installation; provided, that in no event shall such a plan be approved that provides for the dedication of such a system of lighting to the city later than the occupancy of any of the dwellings within the subdivision.

B. The hearing examiner ~~decision/recommendation~~ shall be final, subject to judicial appeal as provided for in RMC 19.70.060~~forwarded to the city clerk for scheduling for city council consideration~~. [Ord. 73 § 3.05; Ord. 715 § 1.03; Ord. 54-75 § 1.04; Ord. 53-94; Ord. 13-96; Ord. 27-14 § 1.01; Ord. 01-18 § 1].

24.12.053 Preliminary plat – Required findings.

The hearing examiner shall not ~~approve/recommend approval of~~ any preliminary plat application, unless the approval is accompanied by written findings that:

A. The preliminary plat conforms to the requirements of this title;

B. Appropriate provisions are made for the public health, safety and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school;

C. The public use and interest will be served by the platting of such subdivision and dedication; and

D. The application is consistent with the requirements of RMC 19.60.095. [Ord. 03-00; Ord. 27-14 § 1.01; Ord. 01-18 § 1].

24.12.055 Preliminary plat – Hearing Examiner ~~City council~~ consideration and action.

A. ~~The city council shall consider the recommendation of the hearing examiner together with other recommendations, maps and documents and matters of record and render a decision on the preliminary plat consistent with the requirements of RMC Title 19 for Type III permit application.~~

~~B.~~ The application for preliminary plat approval shall be approved, disapproved or returned to the applicant for modification or correction within 90 days of the date of acceptance.

B.C. Hearing Examiner ~~City council~~ approval of a preliminary plat shall not guarantee final approval of the plat or subdivision and shall not constitute an acceptance of the subdivision, but shall authorize the subdivider to proceed with the preparation of the final plat along the lines indicated in the preliminary plat.

C.D. Approval of the preliminary plat shall be operative for five years from the date of approval by the hearing examiner ~~city council~~ during which time a final plat or plats may be submitted.

D.E. The subdivision administrator may extend the approval period or may require that the preliminary plat must be resubmitted after the expiration of the approval period. [Ord. 13-96; Ord. 23-03; Ord. 27-14 § 1.01; Ord. 01-18 § 1].

24.14.080 Requirements for design and bonding of improvements.

Prior to affixing of a signature of approval on the binding site plan by the administrator, the applicant shall upon the decision of the city engineer either have included specific conditions on the face of the binding site plan with regard to the timing of bonding or construction of public infrastructure improvements within the proposed rights-of-way or easement areas or have prepared and submitted to the city engineer, and the city engineer shall have approved detailed engineering and design plans for any required streets, utility systems, storm drainage systems, and street lighting systems, or other required improvements, in accordance with the applicable specifications and standards of the city and other involved utility agencies. Irrigation system designs, site grading, and other such designs or plans that may be required by law or that were specifically required as conditions of binding site plan approval shall be submitted concurrently for the city engineer's review and approval. Furthermore, bonding or other legally sufficient assurance of installation of required improvements shall be provided as required in Chapter 24.12 RMC, subdivision procedures. Following the affixing of all required signatures, the binding site plan shall be filed for record in the office of the Benton County auditor.

When binding site plans are approved in areas where a master plan including preliminary engineering has been reviewed and approved by all departments and the city council, the administrator shall allow recording of the binding site plan, provided specific conditions have been included on the face of the binding site plan noting that the master plan shall be the basis for controlling the location and size of all utilities and roads and that a building permit shall not be issued for site development until all detailed engineering plans are submitted and approved by the city and are either constructed or bonded or otherwise conditioned. [Ord. 47-94].

Commented [KWH2]: I don't know what a "master plan" means in this context. If it is just another way of saying binding site plan, then this reference to CC may not make sense. But if it refers to some kind of area-wide master planning process, then it probably is fine.



Department of Commerce

Exhibit 3

Notice of Intent to Adopt Amendment / Notice of Adoption Cover Sheet

Pursuant to RCW 36.70A.106, the following jurisdiction provides the following required state agency notice.

1. Jurisdiction Name:	City of Richland – Development Services Dept.
2. Select Submittal Type: Select the Type of Submittal listed. (Select One Only)	☐ 60-Day Notice of Intent to Adopt Amendment. ☒ Request of Expedited Review / Notice of Intent to Adopt Amendment. ☐ Supplemental Submittal for existing Notice of Intent to Adopt Amendment. ☐ Notice of Final Adoption of Amendment.
3. Amendment Type: Select Type of Amendment listed. (Select One Only)	☐ Comprehensive Plan Amendment. ☒ Development Regulation Amendment. ☐ Critical Areas Ordinance Amendment. ☐ Combined Comprehensive and Development Regulation Amendments. ☐ Countywide Planning Policy .
4. Description Enter a brief description of the amendment. Begin your description with “Proposed” or “Adopted”, based on the type of Amendment you are submitting. Examples: “ <i>Proposed comprehensive plan amendment for the GMA periodic update.</i> ” or “ <i>Adopted Ordinance 123, adoption amendment to the sign code.</i> ” (Maximum 400 characters).	Proposed amendments to Title 19 - Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, along with consideration and action by council. Title 24 amendments to include changes to public hearings and decisions for preliminary plats, along with changes to the binding site plan procedure.



Department of Commerce

5. Is this action part of your 8-year periodic update required under RCW 36.70A.130 of the Growth Management Act (GMA)?	☐ Yes ☒ No
6. Proposed Dates: Enter the anticipated public hearing date(s) for your Planning Commission/Planning Board or for your Council/Commission.	Planning Commission: September 25, 2019 City Council: October 15, 2019 Proposed / Date of Adoption: October 15, 2019
7. Contact Information:	
A. Prefix/Salutation: (Examples: "Mr.", "Ms.", or "The Honorable" (elected official))	Mr.
B. Name:	Mike Stevens
C. Title:	Planning Manager
D. Email:	mstevens@ci.richland.wa.us
E. Work Phone:	(509) 942-7596
F. Cell/Mobile Phone: (optional)	
Consultant Information:	
G. Is this person a consultant?	☐ Yes
H. Consulting Firm name?	
8. Would you like Commerce to contact you for Technical Assistance regarding this submitted amendment?	☐ Yes

REQUIRED: Attach or include a copy of the proposed amendment text or document(s). We do not accept a website hyperlink requiring us to retrieve external documents. Jurisdictions must submit the actual document(s) to Commerce. If you experience difficulty, please email the reviewteam@commerce.wa.gov

Questions? Call the review team at (509) 725-3066.



THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2019-S-574

Submittal Date Time: 08/26/2019

Submittal Information

Jurisdiction City of Richland
Submittal Type Request for Expedited Review / Notice of Intent to Adopt
Amendment Type Amendment
Amendment Type Development Regulation Amendment

Amendment Information

Brief Description

Proposed amendments to Title 19 - Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, Title 24 amendments to include changes to public hearings.

☐ Yes, this is a part of the 8-year periodic update schedule, required under RCW 36.70A.130.

Planning Commissions Date 09/25/2019

City Council Date 10/15/2019

Anticipated/Proposed Date of Adoption 10/15/2019

Attachments

Attachment Type	File Name	Upload Date
Correspondence	CA2019-104 City of Richland Code Amendment.msg	08/26/2019 10:14 AM
Development Regulation Amendment - Draft	CA2019-104 Referral Packet.pdf	08/26/2019 10:14 AM

Contact Information

Prefix Mr.
First Name Mike
Last Name Stevens
Title Planning Manager
Work (509) 942-7596
Cell
Email mstevens@ci.richland.wa.us

☐ Yes, I would like to be contacted for Technical Assistance.

Certification

Entered by Linda Weyl on 8/26/2019 10:15:40 AM

Intake Received Date	08/26/2019
Full Name	Mike Stevens
Email	mstevens@ci.richland.wa.us



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

08/26/2019

Mr. Mike Stevens
Planning Manager
City of Richland
505 Swift Boulevard
Post Office Box 190
Richland, WA 99352

Sent Via Electronic Mail

Re: City of Richland--2019-S-574--Request for Expedited Review / Notice of Intent to Adopt Amendment

Dear Mr. Stevens:

Thank you for sending the Washington State Department of Commerce (Commerce) the Request for Expedited Review / Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

Proposed amendments to Title 19 - Development Regulation Administration, Title 23-- Zoning Regulations, and Title 24 -- Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, Title 24 amendments to include changes to public hearings.

We received your submittal on 08/26/2019 and processed it with the Submittal ID 2019-S-574. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 10/25/2019.

You requested expedited review under [RCW 36.70A.106\(3\)\(b\)](#). We have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than fifteen calendar days after the original date of receipt by Commerce.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call William Simpson, (509) 280-3602.

Sincerely,

From: [PLANVIEW Mail](#)
To: [Stevens, Mike](#)
Subject: City of Richland - Expedited Review Request Granted for Submittal ID: 2019-S-574
Date: Monday, September 9, 2019 6:24:41 AM

Dear Mr. Stevens,

Your request for an Expedited Review has been granted for: Proposed amendments to Title 19 - Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, Title 24 amendments to include changes to public hearings.

As of receipt of this email, you have met the Growth Management notice to state agency requirements in RCW 36.70A.106 for this submittal. Please keep this email as confirmation.

If you have any questions, please contact William Simpson at (509) 280-3602 or by email at william.simpson@commerce.wa.gov.

~~~ ONLINE TRACKING SYSTEM AVAILABLE ~~~~

Log into our new [PlanView](#) system where you can keep up with this submittal status, reprint communications and update your contact information.

Don't have a user account? Reply to this email to request one and attach a completed [PlanView User Request Form](#).

Have questions about using PlanView? Use the [PlanView User Manual](#) for assistance.

Sincerely,

Review Team  
Growth Management Services



## **CITY OF RICHLAND NOTICE OF APPLICATION AND PUBLIC HEARING (CA2019-104)**

Notice is hereby given that the City of Richland has filed an application for proposed text amendments to Title 19 - Development Regulation Administration, Title 23 – Zoning Regulations, and Title 24 – Plats and Subdivision. Title 19 amendments to include changes regarding permit processing procedures, decisions, and appeals. Title 23 amendments to include changes regarding public hearings and recommendations to council, along with consideration and action by council. Title 24 amendments to include changes to public hearings and decisions for preliminary plats, along with changes to the binding site plan procedure.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 6:00 p.m., Wednesday, September 25, 2019 in the Richland City Hall Council Chambers, 625 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 625 Swift Blvd., MS-35, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to [mstevens@ci.richland.wa.us](mailto:mstevens@ci.richland.wa.us). Written comments should be received no later than 5:00 p.m. on Tuesday, September 17, 2019 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website [www.ci.richland.wa.us](http://www.ci.richland.wa.us) beginning Friday, September 20, 2019.



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 52-19, Amending Sections 24.13.010 and 24.13.060 of the Richland Municipal Code regarding Short Subdivisions

**Department:**

Development Services

**Ordinance/Resolution Number:**

52-19

**Document Type:**

Ordinance

**Recommended Motion:**

Give first reading, by title only, to Ordinance No. 52-19, amending RMC Section 24.13.010 and RMC Section 24.13.060 regarding short subdivisions.

**Summary:**

The proposed code amendment will increase the number of lots allowed to be created through the short subdivision process from four (4) to nine (9) as allowed by state law. The proposed amendment will also allow for the dedication of right-of-way through the short subdivision process.

On September 25, 2019, the Richland Planning Commission reviewed the proposed code amendment and voted to recommend approval.

Staff recommends approval of Ordinance No. 52-19 for first reading, by title only.

**Fiscal Impact:**

The proposed code amendment will not impact the City's budget.

**Attachments:**

1. Ordinance No. 52-19
2. CA2019-105 Full Staff Report

## ORDINANCE NO. 52-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Sections 24.13.010 and 24.13.060 related to short subdivisions.

WHEREAS, the City has need, from time to time, to update the Richland Municipal Code to eliminate conflict and ambiguity, or to bring the code into alignment with current practices of state or federal law; and

WHEREAS, Chapter 58.17 RCW allows for the creation of up to nine (9) lots via the short subdivision process; and

WHEREAS, staff recommend adopting state law with regard to the number of lots allowed to be created via the short subdivision process; and

WHEREAS, during the platting process, the creation of public road right-of-way is sometimes necessary to provide acceptable access; and

WHEREAS, on September 25, 2019, the Richland Planning Commission held a duly advertised public hearing to take testimony on the proposed edits to the Richland Municipal Code.

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

Section 1. Richland Municipal Code Section 24.13.010, entitled Permission and procedure to plat, as first enacted by Ordinance No. 295, and last amended by Ordinance No. 15-84, is hereby amended to read as follows:

### **24.13.010 Permission and procedure to plat.**

When an owner or subdivider desires to subdivide a parcel of land so as to produce not more than a total of ~~four~~ nine (9) lots, none of which has been subdivided by short subdivision within a period of five (5) years, ~~and with no dedication of any part thereof as a public street or highway,~~ it may be done in the following manner.

Section 2. Richland Municipal Code Section 24.13.060, entitled Approval by city engineer, as first enacted by Ordinance No. 295, is hereby amended to read as follows:

### **24.13.060 Approval by city engineer.**

The city engineer may approve and affix his certificate of approval on the plat only if he finds:

A. The plat is accurate and correct in all details;

B. Minimum improvements, including improvements to streets bordering the property, have been provided as described in this title, or adequate provisions have been made to assure that such improvements will be made when needed;

C. The proposed subdivision will not interfere with the future development of any remaining property under the same ownership or of any adjacent property;

D. Adequate access is available for the proposed subdivision; ~~and any possible future development and dedication of a public street will not be required;~~

E. The lots conform to the requirements of the zoning ordinance and any comprehensive plan adopted by the city for the area under consideration.

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

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 \_\_\_\_\_, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

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



## STAFF REPORT

TO: PLANNING COMMISSION  
FILE NO.: CA2019-105

PREPARED BY: MIKE STEVENS  
MEETING DATE: Sept. 25, 2019

### GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND CA2019-105

REQUEST: TEXT AMENDMENTS TO RMC TITLE 24. SUBSECTION 24.13.010. THE PROPOSED TEXT AMENDMENT WOULD INCREASE THE NUMBER OF LOTS AUTHORIZED VIA A SHORT SUBDIVISION FROM FOUR (4) TO NINE (9) AND TO ALLOW THE DEDICATION OF RIGHT-OF-WAY DURING THE SHORT SUBDIVISION PROCESS.

LOCATION: CITYWIDE

### REASON FOR REQUEST

The City desires to increase the number of lots allowed via a short subdivision from four (4) to nine (9) as allowed per state law. The City also desires to allow the dedication of right-of-way during the short subdivision process.

### ANALYSIS

Staff has completed its review of the proposed amendments to the city's code governing short subdivisions and submits that:

### PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

One (1) substantive comment was received from the public and/or governmental entities and is included as an exhibit to this report (Exhibit 5).

### SEPA

The City of Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Tuesday, September 17, 2019. Any comments received as of the close of business September 17, 2019 have been provided as an attachment to this report. The City of Richland issued a Determination of Non-Significance (DNS) for the proposal on September 18, 2019.

### FINDINGS OF FACT

1. The City of Richland is proposing to amend Title 24, Subsection 24.13.010 to increase the number of lots allowed via a short subdivision from four (4) to nine (9) and to allow the dedication of right-of-way during the short subdivision process.
2. The City's existing code limits the number of lots created via short subdivision to four (4) and does not allow the dedication of right-of-way as part of the short subdivision process.
3. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
4. One (1) substantive comment regarding the proposed code amendment was received.
5. The Washington State Department of Commerce granted Expedited Review for the proposed amendments on September 9, 2019.
6. The City issued a SEPA Threshold Determination of Non-Significance on September 18, 2019.
7. The City of Richland utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Tuesday, September 17, 2019.

### CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.
2. The proposed code amendment is consistent with the goals and policies of the City's Comprehensive Plan.

### RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (CA2019-105) and recommend to the City Council adoption of the proposed code amendments to RMC Title 24, Subsection 24.13.010.

### ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning Commission.
3. Recommend denial of the amendments;

### RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendments to Title 24, Subsection 24.13.010 of the Richland Municipal Code, as contained in the attached Draft Code Amendments (Exhibit 2) based upon the above listed Findings of Fact and Conclusions of Law.

## EXHIBITS

1. Application Materials
2. Draft Code Amendments
3. SEPA DNS & SEPA Checklist
4. Department of Commerce Notice and Expedited Review Approval
5. Public Notice and Comments Received



# Exhibit 1

City of Richland  
Development Services

505 Swift Blvd. MS-35  
Richland, WA 99352  
☎ (509) 942-7794  
📠 (509) 942-7764

## Code Amendment Application (Non-Zoning)

**Note: A Pre-Application meeting is required prior to submittal of an application**

### APPLICANT

☐ Contact Person

Company: City of Richland

UBI#

Contact: Shane O'Neill

Address: 625 Swift Blvd. MS-35

Phone: 509-942-7587

Email: soneill@ci.richland.wa.us

### DESCRIPTION OF PROPOSED AMENDMENT

Proposed amendments to RMC Section 24.13.010, Permission and procedure to plat.

### APPLICATION MUST INCLUDE:

1. Completed Application and Filing Fee
2. SEPA Checklist (if necessary)

### ANSWER QUESTIONS AS COMPLETELY AS POSSIBLE

Section(s) of code proposed to be amended(include code citation):

Proposed amendments to RMC Section 24.13.010, Permission and procedure to plat.

When an owner or subdivider desires to subdivide a parcel of land so as to produce not more than a total of ~~four~~ **four** lots, none of which has been subdivided by short subdivision within a period of five years, ~~and with no dedication of any part thereof as a public street or highway,~~ it may be done in the following manner.

Summary of requested code amendment(s):

Amend RMC Section 24.13.010 to increase the number of lots within a short subdivision (short plat) from four (4) to nine (9) as allowed per state law and to remove the prohibition of dedicating right-of-way during the short subdivision (short plat) process.

Reason(s) for code amendment(s):

To increase the number of lots allowed via a short subdivision to be consistent with state law and to allow the dedication of right-of-way as part of the short subdivision process.

Is the proposed amendment consistent with the applicable provisions of the Comprehensive Plan? Is a Comprehensive Plan amendment necessary to implement the proposed amendment? **Yes, the proposed amendment is consistent with the current Comprehensive Plan. A Comprehensive Plan amendment is not necessary to implement the proposed code amendment.**

Does the proposed amendment bear a substantial relation to the public health, safety, welfare and protection of the environment? Please explain: **The proposed text amendment will ensure consistency with Washington State Law.**

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application. The information provided in this application contains no misstatement of fact.
2. I am an owner(s), authorized agent(s) of an owner(s), or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW, or I am exempt from the requirements of the Chapter 18.27 RCW.

*Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.*

Applicant Printed Name: Shane O'Neill

Applicant Signature:  Date 8.22.19

## Exhibit 2

### **24.13.010 Permission and procedure to plat.**

When an owner or subdivider desires to subdivide a parcel of land so as to produce not more than a total of ~~four~~ **nine** lots, none of which has been subdivided by short subdivision within a period of five years, ~~and with no dedication of any part thereof as a public street or highway,~~ it may be done in the following manner.



File No. EA2019-123

**CITY OF RICHLAND**  
**Determination of Non-Significance**

**Description of Proposal:** Text amendment to RMC Title 24, Subsection 24.13.010. The proposed text amendment would increase the number of lots authorized via a short subdivision from four (4) to nine (9) and to allow the dedication of right-of-way during the short subdivision process.

**Proponent:** City of Richland

**Location of Proposal:** City-Wide.

**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.

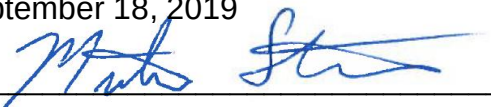
(X) This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

**Responsible Official:** Mike Stevens

**Position/Title:** Planning Manager

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

**Date:** September 18, 2019

**Signature** 



## **SEPA ENVIRONMENTAL CHECKLIST**

### **UPDATED 2014**

#### ***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:*** [\[help\]](#)

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:***

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:*** [\[help\]](#)

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** [\[help\]](#)

1. Name of proposed project, if applicable: **CA2019-105 Short Subdivision Text Amendment (RMC 24.13.010)**
2. Name of applicant: **Shane O'Neill, Senior Planner**
3. Address and phone number of applicant and contact person: **625 Swift Blvd., MS-35, Richland, WA 99352 (509) 942-7587**
4. Date checklist prepared: **August 20, 2019**



5. Agency requesting checklist: **City of Richland Development Services Dept.**
6. Proposed timing or schedule (including phasing, if applicable): **RMC Code Amendment – October/November 2019.**
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. **No, this is a stand-alone code amendment.**
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. **No additional environmental information is being prepared as a result of this proposed code amendment.**
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 governmental approvals are required.**
10. List any government approvals or permits that will be needed for your proposal, if known. **None.**
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.) **The proposal consists of a text amendment to RMC 24.13.010. A copy of the proposed text amendment included as an attachment.**
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 proposed code amendments would apply city-wide, but only for those projects requesting a short subdivision (short plat).**

## B. ENVIRONMENTAL ELEMENTS [\[help\]](#)

**1. Earth Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- a. General description of the site: **Proposed text amendments would apply city-wide.**  
(circle one): Flat, rolling, hilly, steep slopes, mountainous, other \_\_\_\_\_
- b. What is the steepest slope on the site (approximate percent slope)? **Proposed text amendments would apply city-wide.**
- 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. **Varies. Proposed text amendments would apply city-wide.**
- d. Are there surface indications or history of unstable soils in the immediate vicinity?  
If so, describe. **Not applicable. Proposed text amendments would apply city-wide.**
- 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. **Not applicable.**
- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. **Not applicable.**
- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? **Not applicable.**
- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: **Not applicable.**

**2. Air Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 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. **Not applicable.**
- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. **Not applicable.**
- c. Proposed measures to reduce or control emissions or other impacts to air, if any: **Not applicable.**

3. **Water**      **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

a. **Surface Water: Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 1) Is there any surface water body on or in the immediate vicinity of the site? **Not applicable.**
- 2) 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. **Not applicable.**
- 3) 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.**
- 4) 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.**
- 5) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. **Not applicable.**
- 6) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. **Not applicable.**
- 7) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. **Not applicable.**

b. **Ground Water: Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 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 general description, purpose, and approximate quantities if known. **Not applicable.**
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: 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. **Not applicable.**

c. Water runoff (including stormwater): **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

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. **Not applicable.**

2) Could waste materials enter ground or surface waters? If so, generally describe. **Not applicable.**

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. **Not applicable.**

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**4. Plants** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

a. Check the types of vegetation found on the site: **Not applicable. City-wide text amendment.**

\_\_\_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? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

c. List threatened and endangered species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

e. List all noxious weeds and invasive species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**5. Animals** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

Birds: hawk, heron, eagle, songbirds, other: \_\_\_\_\_

Mammals: deer, bear, elk, beaver, other: \_\_\_\_\_

Fish: bass, salmon, trout, herring, shellfish, other: \_\_\_\_\_

b. List any threatened and endangered species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

c. Is the site part of a migration route? If so, explain.  
***Yes, Richland is within the Pacific Fly Way.***

d. Proposed measures to preserve or enhance wildlife, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

e. List any invasive animal species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**6. Energy and natural resources** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

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. **Not applicable. This is a non-project related code amendment.**

**All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- b. Would your project affect the potential use of solar energy by adjacent properties?  
If so, generally describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- 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: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

**7. Environmental health                      Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal?  
If so, describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- 1) Describe any known or possible contamination at the site from present or past uses. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
  - 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
  - 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
  - 4) Describe special emergency services that might be required. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
  - 5) Proposed measures to reduce or control environmental health hazards, if any: **Not applicable. This is a non-project related code amendment. All future site specific**

development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.

b. **Noise**                      **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- 3) Proposed measures to reduce or control noise impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**8. Land and shoreline use**                      **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
  - 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 as a result 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? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- 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: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

- c. Describe any structures on the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- d. Will any structures be demolished? If so, what? **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- e. What is the current zoning classification of the site? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- f. What is the current comprehensive plan designation of the site? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- g. If applicable, what is the current shoreline master program designation of the site? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- i. Approximately how many people would reside or work in the completed project? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- j. Approximately how many people would the completed project displace? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- k. Proposed measures to avoid or reduce displacement impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- L. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: **Not applicable. This is a non-project related code**



**amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**9. Housing**                      **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- c. Proposed measures to reduce or control housing impacts, if any: **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**10. Aesthetics**                      **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- b. What views in the immediate vicinity would be altered or obstructed? **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- c. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)

**11. Light and glare**                      **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- b. Could light or glare from the finished project be a safety hazard or interfere with views? **\_Not applicable. This is a non-project related code amendment. All future site specific**

**development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

- c. What existing off-site sources of light or glare may affect your proposal? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- d. Proposed measures to reduce or control light and glare impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**12. Recreation                      Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

- a. What designated and informal recreational opportunities are in the immediate vicinity? **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- b. Would the proposed project displace any existing recreational uses? If so, describe. **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**13. Historic and cultural preservation                      Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 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 located on or near the site? If so, specifically describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- 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. **\_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

**14. Transportation** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- 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? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- d. 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). **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- f. 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? **Not applicable. This is a non-project related code**

**amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

- g. 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**
- h. Proposed measures to reduce or control transportation impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

**15. Public services** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197-11-800.**

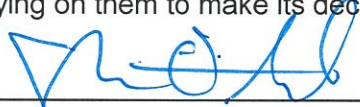
- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**
- b. Proposed measures to reduce or control direct impacts on public services, if any. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

**16. Utilities** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

- a. Circle utilities currently available at the site: [\[help\]](#) electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other:
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 197- 11-800.**

**C. Signature** [\[help\]](#)

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.

Signature:  \_\_\_\_\_

Name of signee Shane O'Neill

Position and Agency/Organization Senior Planner, City of Richland Development Services Dept.

Date Submitted: \_\_\_\_\_

## D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS [\[help\]](#)

(IT IS NOT NECESSARY to use this sheet 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? **It is not anticipated that development authorized by the proposed code amendment would result in any increase of discharge to water, emissions to air, production storage, the release of toxic or hazardous substances or production of noise.**

Proposed measures to avoid or reduce such increases are: **Development within the City of Richland must comply with all current land use and environmental permitting requirements.**

2. How would the proposal be likely to affect plants, animals, fish, or marine life? **The proposed text amendment will not result in any detrimental impacts to plants or animals.**

Proposed measures to protect or conserve plants, animals, fish, or marine life are: **None.**

3. How would the proposal be likely to deplete energy or natural resources? **The proposed text amendment will not result in additional depletion of energy or natural resources.**

Proposed measures to protect or conserve energy and natural resources are: **None.**

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? **The proposed text amendment will not change a development proposal's requirement to comply with all local, state and federal environmental regulations.**

5. Proposed measures to protect such resources or to avoid or reduce impacts are: **None.**

6. 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? **The intent of the proposed code amendment is to be consistent with state law and allow for nine (9) lots to be created via short plat as well as dedication of right-of-ways.**

Proposed measures to avoid or reduce shoreline and land use impacts are: **Adoption of the proposed text amendment will not impact shorelines or land uses.**

7. 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:

8. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.





# Department of Commerce

## Notice of Intent to Adopt Amendment / Notice of Adoption Cover Sheet

Pursuant to RCW 36.70A.106, the following jurisdiction provides the following required state agency notice.

|                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Jurisdiction Name:</b>                                                                                                                                                                                                                                                                                                                                                                     | City of Richland – Development Services Dept.                                                                                                                                                                                                                                                                                                                                         |
| <b>2. Select Submittal Type:</b><br>Select the Type of Submittal listed.<br>(Select One Only)                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/> <b>60-Day Notice</b> of Intent to Adopt Amendment.<br><input checked="" type="checkbox"/> <b>Request of Expedited Review</b> / Notice of Intent to Adopt Amendment.<br><input type="checkbox"/> <b>Supplemental Submittal</b> for existing Notice of Intent to Adopt Amendment.<br><input type="checkbox"/> <b>Notice of Final Adoption</b> of Amendment.    |
| <b>3. Amendment Type:</b><br>Select Type of Amendment listed.<br>(Select One Only)                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> <b>Comprehensive Plan</b> Amendment.<br><input checked="" type="checkbox"/> <b>Development Regulation</b> Amendment.<br><input type="checkbox"/> <b>Critical Areas Ordinance</b> Amendment.<br><input type="checkbox"/> <b>Combined Comprehensive and Development Regulation</b> Amendments.<br><input type="checkbox"/> <b>Countywide Planning Policy</b> . |
| <b>4. Description</b><br>Enter a brief description of the amendment.<br><br>Begin your description with “Proposed” or “Adopted”, based on the type of Amendment you are submitting.<br><br>Examples: “ <i>Proposed comprehensive plan amendment for the GMA periodic update.</i> ” or “ <i>Adopted Ordinance 123, adoption amendment to the sign code.</i> ”<br><b>(Maximum 400 characters).</b> | Proposed amendment to Title 24 - Plats and Subdivision. Proposed amendment to include changes regarding permission and procedure to plat for short subdivisions.                                                                                                                                                                                                                      |



## Department of Commerce

|                                                                                                                                                       |                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>5. Is this action part of your 8-year periodic update required under RCW 36.70A.130 of the Growth Management Act (GMA)?</b>                        | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No                                                                          |
| <b>6. Proposed Dates:</b><br>Enter the anticipated public hearing date(s) for your Planning Commission/Planning Board or for your Council/Commission. | <b>Planning Commission: September 25, 2019</b><br><b>City Council: October 15, 2019</b><br><b>Proposed / Date of Adoption: October 15, 2019</b> |
| <b>7. Contact Information:</b>                                                                                                                        |                                                                                                                                                 |
| A. Prefix/Salutation:<br>(Examples: "Mr.", "Ms.", or "The Honorable" (elected official))                                                              | Mr.                                                                                                                                             |
| B. Name:                                                                                                                                              | Mike Stevens                                                                                                                                    |
| C. Title:                                                                                                                                             | Planning Manager                                                                                                                                |
| D. Email:                                                                                                                                             | mstevens@ci.richland.wa.us                                                                                                                      |
| E. Work Phone:                                                                                                                                        | (509) 942-7596                                                                                                                                  |
| F. Cell/Mobile Phone: (optional)                                                                                                                      |                                                                                                                                                 |
| <b>Consultant Information:</b>                                                                                                                        |                                                                                                                                                 |
| G. Is this person a consultant?                                                                                                                       | <input type="checkbox"/> Yes                                                                                                                    |
| H. Consulting Firm name?                                                                                                                              |                                                                                                                                                 |
| <b>8. Would you like Commerce to contact you for Technical Assistance regarding this submitted amendment?</b>                                         | <input type="checkbox"/> Yes                                                                                                                    |

**REQUIRED:** Attach or include a copy of the proposed amendment text or document(s). We do not accept a website hyperlink requiring us to retrieve external documents. Jurisdictions must submit the actual document(s) to Commerce. If you experience difficulty, please email the [reviewteam@commerce.wa.gov](mailto:reviewteam@commerce.wa.gov)

Questions? Call the review team at (509) 725-3066.



# THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

## Submittal ID: 2019-S-575

**Submittal Date Time:** 08/26/2019

### Submittal Information

**Jurisdiction** City of Richland  
**Submittal Type** Request for Expedited Review / Notice of Intent to Adopt  
**Amendment Type** Amendment  
Development Regulation Amendment

### Amendment Information

#### Brief Description

Proposed amendment to Title 24 - Plats and Subdivision. Proposed amendment to include changes regarding permission and procedure to plat for short subdivisions.

☐ Yes, this is a part of the 8-year periodic update schedule, required under RCW 36.70A.130.

**Planning Commissions Date** 09/25/2019

**City Council Date** 10/15/2019

**Anticipated/Proposed Date of Adoption** 10/15/2019

### Attachments

| Attachment Type                          | File Name                                                           | Upload Date         |
|------------------------------------------|---------------------------------------------------------------------|---------------------|
| Correspondence                           | City of Richland Code Amendment CA2019-105 - Short Subdivisions.msg | 08/26/2019 10:47 AM |
| Development Regulation Amendment - Draft | CA2019-105 Referral Packet.pdf                                      | 08/26/2019 10:47 AM |

### Contact Information

**Prefix** Mr.  
**First Name** Mike  
**Last Name** Stevens  
**Title** Planning Manager  
**Work** (509) 942-7596  
**Cell**  
**Email** mstevens@ci.richland.wa.us

☐ Yes, I would like to be contacted for Technical Assistance.

## Certification

---

Entered by Linda Weyl on 8/26/2019 10:48:16 AM

|                      |                            |
|----------------------|----------------------------|
| Intake Received Date | 08/26/2019                 |
| Full Name            | Mike Stevens               |
| Email                | mstevens@ci.richland.wa.us |



STATE OF WASHINGTON  
DEPARTMENT OF COMMERCE  
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000  
[www.commerce.wa.gov](http://www.commerce.wa.gov)

08/26/2019

Mr. Mike Stevens  
Planning Manager  
City of Richland  
505 Swift Boulevard  
Post Office Box 190  
Richland, WA 99352

Sent Via Electronic Mail

Re: City of Richland--2019-S-575--Request for Expedited Review / Notice of Intent to Adopt Amendment

Dear Mr. Stevens:

Thank you for sending the Washington State Department of Commerce (Commerce) the Request for Expedited Review / Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

**Proposed amendment to Title 24 - Plats and Subdivision. Proposed amendment to include changes regarding permission and procedure to plat for short subdivisions.**

We received your submittal on 08/26/2019 and processed it with the Submittal ID 2019-S-575. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 10/25/2019.

You requested expedited review under [RCW 36.70A.106\(3\)\(b\)](#). We have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than fifteen calendar days after the original date of receipt by Commerce.

If you have any questions, please contact Growth Management Services at [reviewteam@commerce.wa.gov](mailto:reviewteam@commerce.wa.gov), or call William Simpson, (509) 280-3602.

Sincerely,

Review Team  
Growth Management Services



**From:** [PLANVIEW Mail](#)  
**To:** [Stevens, Mike](#)  
**Subject:** City of Richland - Expedited Review Request Granted for Submittal ID: 2019-S-575  
**Date:** Monday, September 9, 2019 6:23:17 AM

---

Dear Mr. Stevens,

Your request for an Expedited Review has been granted for: Proposed amendment to Title 24 - Plats and Subdivision. Proposed amendment to include changes regarding permission and procedure to plat for short subdivisions.

As of receipt of this email, you have met the Growth Management notice to state agency requirements in RCW 36.70A.106 for this submittal. Please keep this email as confirmation.

If you have any questions, please contact William Simpson at (509) 280-3602 or by email at [william.simpson@commerce.wa.gov](mailto:william.simpson@commerce.wa.gov).

~~~ ONLINE TRACKING SYSTEM AVAILABLE ~~~~

Log into our new [PlanView](#) system where you can keep up with this submittal status, reprint communications and update your contact information.

Don't have a user account? Reply to this email to request one and attach a completed [PlanView User Request Form](#).

Have questions about using PlanView? Use the [PlanView User Manual](#) for assistance.

Sincerely,

Review Team
Growth Management Services



Exhibit 5

CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS (CA2019-105 & EA2019-123)

Notice is hereby given that the City of Richland has filed an application for a text amendment to RMC Section 24.13.010. The proposed text amendment would increase the number of lots authorized via a short subdivision from four (4) to nine (9) and to allow the dedication of right-of-way during the short subdivision process.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 6:00 p.m., Wednesday, September 25, 2019 in the Richland City Hall Council Chambers, 625 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

Environmental Review: The proposal is subject to environmental review. The City of Richland is lead agency for the proposal under the State Environmental Policy Act (SEPA) and has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of non-significance (DNS) for this project. The optional DNS process in WAC 197-11-355 is being used. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related file information are available to the public and can be viewed in the Development Services Division Office or City of Richland website www.ci.richland.wa.us.

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 625 Swift Blvd., MS-35, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to mstevens@ci.richland.wa.us. Written comments should be received no later than 5:00 p.m. on Tuesday, September 17, 2019 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website www.ci.richland.wa.us beginning Friday, September 20, 2019.



Department of Energy

Bonneville Power Administration
2211 North Commercial Avenue
Pasco, WA 99301

TRANSMISSION SERVICES

September 17, 2019

In reply refer to: City of Richland Code Amendment CA2019-105 - Short Subdivisions
Located in City of Richland, Benton County, Washington

Mike Stevens, Planning Manager
City of Richland Development Services Dept.
625 Swift Blvd. MS#35
Richland, WA 99352

Dear Mike:

Bonneville Power Administration (BPA) has City of Richland Code Amendment CA2019-105 - Short Subdivisions. The proposed amendment to RMC Section 24.13.010 will increase the number of lots within a short subdivision (short plat) from four (4) to nine (9) as allowed per state law and to remove the prohibition of dedicating right-of-way during the short subdivision (short plat) process. This amendment will be city wide.

In researching our records, we have found that this proposal will not directly impact BPA facilities. BPA does not have any objections to the approval of these requests at this time.

Thank you for the opportunity to review this application. If you have any questions regarding this request or need additional information, please feel free to contact me. I can be reached at (503) 230-5510 or by email at mjdeklyen@bpa.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike DeKlyen", is written over a horizontal line.

Mike DeKlyen
BPA Field Realty Specialist

From: [Ashley Morton](#)
To: [Stevens, Mike](#)
Subject: RE: City of Richland Code Amendment CA2019-105 - Short Subdivisions
Date: Friday, August 30, 2019 12:59:31 PM
Attachments: [image001.png](#)
[image002.png](#)

Mike,

The CTUIR Cultural Resources Protection Program does not object to the proposed amendment to increase the number of lots within a short subdivision (short plat) from 4 to 9 lots and removing prohibition of dedicating right-of-way during the short subdivision process as long as short plat applicants be subject to SEPA analysis, with the exception of those projects meeting exemption requirements outlined in WAC 197-11-800. We do have concerns that because short platting by nature increases urban density, it has the potential to cause indirect cumulative effects to historic properties. It is strongly recommended short plat applicants consult professional cultural resource specialists when addressing Question 13 to adequately identify historic properties that may be indirectly/cumulatively effected in addition to those directly affected.

CTUIR appreciates the opportunity to comment.

Sincerely,
Ashley Morton M.A., RPA

Archaeologist
Cultural Resources Protection Program
Confederated Tribes of the Umatilla Indian Reservation
46411 Timíne Way, Pendleton, OR 97801
Direct Line/Fax: (541) 429-7214
Main Office: (541) 276-3447
AshleyMorton@ctuir.org



From: Stevens, Mike [<mailto:mstevens@CI.RICHLAND.WA.US>]

Sent: Monday, August 26, 2019 10:31 AM

To: USPS Ina N. Beutler <ina.n.beutler@usps.gov>; KSliger@bft.org; bbarlow@bft.org; Reathaford, Jason <JReathaford@CI.RICHLAND.WA.US>; West, Julie <jwest@ci.richland.wa.us>; Buechler, Ken <KBuechler@CI.RICHLAND.WA.US>; Boshart, Thomas <tboshart@CI.RICHLAND.WA.US>; Deskins, John <jdeskins@CI.RICHLAND.WA.US>; Boring, Michael <MBoring@CI.RICHLAND.WA.US>; Schiessl, Joe <JSchiessl@CI.RICHLAND.WA.US>; Somers, Cindi <CSomers@CI.RICHLAND.WA.US>; Lopez, Brandin <blopez@CI.RICHLAND.WA.US>; Jennings, Tyler <tjennings@CI.RICHLAND.WA.US>; Hill, Kelly <khill@CI.RICHLAND.WA.US>; rhiles@kid.org; SDefoe@kid.org; webmaster@KID.org; jmcshane@kid.org; development@kid.org; richard.krasner@rsd.edu; kevin.knodel@rsd.edu; rittemwr@dfw.wa.gov; lopezlal@dfw.wa.gov; sepaunit@ecy.wa.gov; separegister@ecy.wa.gov;

gonsetp@wsdot.wa.gov; robin.priddy@bentoncleanair.org; rob.rodger@bentoncleanair.org;
gregory.l.goodwin@ftr.com; dean.kelley@chartercom.com; clark.posey@co.benton.wa.us;
darrick@basindisposal.com; BCES Map <map@bces.wa.gov>; BCES Davis, Deanna
<d.davis@bces.wa.gov>; BCES Gates, Sarah <s.gates@bces.wa.gov>; BCES Hamilton, Craig
<c.hamilton@bces.wa.gov>; kelly.cooper@doh.wa.gov; anthony.vonmoos@co.benton.wa.us;
florinda.coleman@co.benton.wa.us; jecottrell@bpa.gov; [mjdeklyne@bpa.gov](mailto:mjdekyne@bpa.gov); dxrodgers@bpa.gov;
Benton County - Segregations <Segregations@co.benton.wa.us>; joseph.cichy@ftr.com;
junior.campos@charter.com; scplanning@wsdot.wa.gov; bmids@badgermountainirrigation.com;
rickd@bfhd.wa.gov; carrie.thompson@bnsf.com; william.simpson@commerce.wa.gov;
reviewteam@commerce.wa.gov; sepa@dahp.wa.gov; gcle461@ecy.wa.gov;
sepacenter@dnr.wa.gov; Webcsr PUD <webcsr@bentonpud.org>;
anthony.muai@ci.kennewick.wa.us; greg.wendt@co.benton.wa.us;
gregory.mccormick@ci.kennewick.wa.us; jerrod.macpherson@co.benton.wa.us;
roscoe@westrichland.org; Teara Farrow Ferman <TearaFarrowFerman@ctuir.org>; Catherine
Dickson <CatherineDickson@ctuir.org>; Carey Miller <CareyMiller@ctuir.org>
Subject: City of Richland Code Amendment CA2019-105 - Short Subdivisions

EXTERNAL EMAIL: Please use caution when clicking links or opening attachments.

Attached to this email you will find a copy of a proposed code amendment regarding short subdivisions within the City of Richland. Please review and respond back with any comments by 5:00 PM, Tuesday, September 17, 2019.

Thank you,



Mike Stevens, Planning Manager
City of Richland Development Services Dept.
625 Swift Blvd. MS#35
Richland, WA 99352
(509)942-7596
www.ci.richland.wa.us/

****This e-mail and your response are considered a public record and will be subject to disclosure under Washington's Public Records Act.****

The opinions expressed by the author are his or her own and are not necessarily those of the Confederated Tribes of the Umatilla Indian Reservation. The information, contents and attachments in this email are Confidential and Private.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 53-19, Amending Sections 22.10.400 and 22.10.405 of the Richland Municipal Code related to Critical Areas Density Transfer

Department:

Development Services

Ordinance/Resolution Number:

53-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 53-19, amending RMC Sections 22.10.400 and 22.10.405 related to Critical Areas density transfers.

Summary:

The proposed code amendment will remove ambiguity and confusion when it comes to the transferring of density as it relates to critical areas. The current language could be interpreted to allow a "de-facto" zone change to occur, which is contrary to state law. The new language removes the ambiguity and confusion, including any possibility of a "de-facto" zone change.

On September 25, 2019, the Planning Commission reviewed the proposed code amendment and voted to recommend approval to the City Council.

Staff recommends approval of Ordinance No. 53-19 for first reading, by title only.

Fiscal Impact:

The proposed code amendment will not impact to the City's budget.

Attachments:

1. Ordinance No. 53-19
2. CA2019-102 Full Staff Report

ORDINANCE NO. 53-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Sections 22.10.400 and 22.10.405 related to critical areas.

WHEREAS, the City has need, from time to time, to update the Richland Municipal Code (RMC) to eliminate conflict and ambiguity, or to bring it into alignment with current practices or state or federal law; and

WHEREAS, the current language of Richland Municipal Code Sections 22.10.400 and 22.10.405 leave room for unintended interpretation; and

WHEREAS, on September 25, 2019, the Richland Planning Commission held a duly noticed public hearing to solicit comments from the public on proposed changes to RMC 22.10.400 and RMC 22.10.405.

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

Section 1. Richland Municipal Code Section 22.10.400, entitled On-site density transfer for critical areas, as first enacted by Ordinance No. 48-93, and last amended by Ordinance No. 40-17A, is hereby amended to read as follows:

22.10.400 On-site density transfer for critical areas.

A. An owner of a residential site or property containing critical areas may be permitted to transfer the density attributable to the critical area and associated buffer area or setback to another non-sensitive portion of the same site or property, subject to the limitations of this section and other applicable regulations.

B. Density can be transferred from the critical portion and associated buffer area or setback to the non-sensitive portion of the residential site subject to the following conditions:

1. The basis for the density transfer will be an actual site plan for the site or property as if it did not have the critical area, subject to the provisions of the underlying zoning classification, applicable setbacks, and other standards of the city code or other land development regulations.

2. Based on the above site plan, a portion of the density that could be achieved on the critical portion and associated buffer or setback of the site can be transferred to the non-sensitive portion of the site. The following chart indicates the amount of density that can be transferred, based on the degree of sensitivity of the critical area:

| Category of Critical Area | Percent of Density on Critical Area That May Be Transferred on Site |
|----------------------------|---|
| Category I and II Wetlands | 25% |

| Category of Critical Area | Percent of Density on Critical Area That May Be Transferred on Site |
|--|---|
| High and Very High Geologically Hazardous Area | 25% |
| Seismic Hazard | 25% |
| Category III and IV Wetlands | 100% |
| Low and Medium Geologically Hazardous Area | 100% |

3. ~~In~~ When transferring the density from the critical portion of the site and its associated buffer or setback to the non-sensitive portion of the site, the overall density of the non-sensitive portion of the site may be increased, provided the additional density does not exceed what would be allowed by the next residential zoning classification. up to the equivalent next density classification. ~~However, i~~n the case of the highest density multifamily zoning classifications, the density may not be increased beyond the current density.

4. The non-wetland portion of the site is not constrained by another environmentally critical or geologically hazardous area regulated by this code.

5. The non-wetland portion of the site is subject to the ~~density limitations of the new density zoning classification, and to applicable setbacks,~~ lot size and setback requirements of the next residential zoning classification. Land uses and other standards of the city code or other land development regulations shall continue to apply as per the existing zoning classification.

C. An on-site density transfer shall meet the requirements and follow the procedures of:

1. Planned unit development, RMC 23.50.010;
2. Plats and subdivisions, RMC Title 24.

D. The fact that development rights have been sold or received, and all related conditions, will be recorded, in a form acceptable to the city attorney, to become a part of the deed of the “sending” and “receiving” properties.

Section 2. Richland Municipal Code Section 22.10.405, entitled Density bonus for increased buffers, as first enacted by Ordinance No. 48-93, and last amended by Ordinance No. 40-17A, is hereby amended to read as follows:

22.10.405 Density bonus for increased buffers.

A. An owner of a residential site or property containing critical areas who chooses to increase the buffers adjacent to a wetland or wildlife habitat area beyond the minimums required under this title shall be permitted to increase the density on the portion of the site that lies outside of a critical area or its required buffer. The amount of density bonus shall be based on the amount of additional buffer lands provided, through a calculation of the area of the additional buffer and/or wildlife corridor proposed on site, expressed as a

percentage of the total site area, exclusive of the total wetland, wetland buffer area and/or wildlife corridor as required under the provisions of this chapter. This percentage can then be doubled and applied to the total number of units located within the noncritical area portion of the site to determine the allowed density increase.

An example application of the density bonus provision is as follows: An applicant has a 15-acre site with an identified wetland area and buffer and proposes an additional three-quarter acre of buffer, which translates to five percent of the total site. This entitles the developer to a 10 percent increase in lot count. If the existing zoning permitted 40 lots, the density bonus would entitle the applicant to an additional four lots.

B. In order to qualify for a density bonus:

1. Any additional wetland buffer area must be adjacent to the required wetland buffer area;
2. Any additional habitat buffer area must be adjacent to the required habitat area;
3. A wildlife corridor not otherwise required by this title may qualify for a density bonus; provided, that the fish and wildlife habitat conservation area report prepared by a qualified professional identifies the location of said wildlife corridor as beneficial to priority, threatened or endangered species.

C. ~~It~~ When transferring the density from the critical portion of the site and its associated buffer or setback to the non-sensitive portion of the site, the overall density of the non-sensitive portion of the site may be increased, provided the additional density does not exceed what would be allowed by the next residential zoning classification. ~~up to the equivalent next density classification. However, i~~n the case of the highest density multifamily zoning classifications, the density may not be increased beyond the current density.

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

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 _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

TONI FULTON, Acting Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: CA2019-102

PREPARED BY: MIKE STEVENS
MEETING DATE: Sept. 25, 2019

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND CA2019-102

REQUEST: TEXT AMENDMENTS TO RMC TITLE 22, SUBSECTION 22.10.400 AND SUBSECTION 22.10.405 PERTAINING TO ON-SITE DENSITY TRANSFER FOR CRITICAL AREAS AND FOR DENSITY BONUSES FOR INCREASED CRITICAL AREA BUFFERS.

LOCATION: CITYWIDE

REASON FOR REQUEST

In order to clarify existing language and to ensure that incompatible land uses do not occur as a result of a “de-fact” zone change.

ANALYSIS

Staff has completed its review of the proposed amendments to the city’s code governing on-site density transfers for critical areas and for increased critical area buffers and submits that:

PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city’s official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

No substantive comments were received from the public and/or other governmental entities.

SEPA

The City of Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Tuesday, September 17, 2019. Any comments received as of the close of business September 17, 2019 have been provided as an attachment to this report. The City of Richland issued a Determination of Non-Significance (DNS) for the proposal on September 18, 2019.

FINDINGS OF FACT

1. The City of Richland is proposing to amend Title 22, Subsection 22.10.400 and Subsection 22.10.405 pertaining to on-site density transfer for critical areas and for density bonuses for increased critical area buffers.
2. The purpose of the amendments to Title 22 is to ensure that incompatible land uses do not occur as a result of a “de-facto” zone change.
3. The City’s existing code is difficult to administer and leaves room for interpretation which could result in incompatible land uses being placed next to each other.
4. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city’s official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
5. No substantive comments were received from the public and/or other governmental entities.
6. The Washington State Department of Commerce granted Expedited Review for the proposed amendments on September 9, 2019.
7. The City issued a SEPA Threshold Determination of Non-Significance on September 18, 2019.
8. The City of Richland utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Tuesday, September 17, 2019.

CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.
2. The proposed code amendment is consistent with the goals and policies of the City’s Comprehensive Plan.

RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (CA2019-102) and recommend to the City Council adoption of the proposed code amendments to RMC Title 22, Subsection 22.10.400 and Subsection 22.10.405 pertaining to on-site density transfer for critical areas and for density bonuses for increased critical area buffers.

ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning Commission.
3. Recommend denial of the amendments;

RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendments to Title 22, Subsection 22.10.400 and Subsection 22.10.405 of the

Richland Municipal Code, as contained in the attached Draft Code Amendments (Exhibit 2) based upon the above listed Findings of Fact and Conclusions of Law.

EXHIBITS

1. Application Materials
2. Draft Code Amendments
3. SEPA DNS & SEPA Checklist
4. Department of Commerce Notice and Expedited Review Approval
5. Public Notice



Code Amendment Application (Non-Zoning)

Note: A Pre-Application meeting is required prior to submittal of an application

APPLICANT

☐ Contact Person

Company: **City of Richland**

UBI#

Contact: **Shane O'Neill**

Address: **505 Swift Blvd. MS-35**

Phone: **509-942-7587**

Email: **soneill@ci.richland.wa.us**

DESCRIPTION OF PROPOSED AMENDMENT

Amend RMC 22.10.400 – On-site density transfer for critical areas.
Amend RMC 22.10.405 – Density bonus for increased buffers.

APPLICATION MUST INCLUDE:

1. Completed Application and Filing Fee
2. SEPA Checklist (if necessary)

ANSWER QUESTIONS AS COMPLETELY AS POSSIBLE

Section(s) of code proposed to be amended(include code citation):

RMC 22.10.400 – On-site density transfer for critical areas. Specifically, subsections B.3 & B.5. See attached.

RMC 22.10.405 – Density bonus for increased buffer. Specifically, subsection C. See attached.

Summary of requested code amendment(s):

Clarify that density transfer may allow an increase in density (including lot sizes and setbacks) of the next zoning classification, but that density transfer does not change the uses allowed from the existing zoning classification.

Reason(s) for code amendment(s):

The current code language is ambiguous and interpretation could lead to a de-facto zone change, which is contrary to the City's intent.

Is the proposed amendment consistent with the applicable provisions of the Comprehensive Plan? Is a Comprehensive Plan amendment necessary to implement the proposed amendment? **Yes, the proposed amendment is consistent with the current Comprehensive Plan as the proposed amendment is solely a re-wording of existing language. A Comprehensive Plan amendment is not necessary to implement the proposed code amendment.**

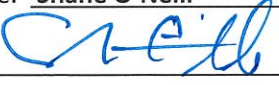
Does the proposed amendment bear a substantial relation to the public health, safety, welfare and protection of the environment? Please explain: **Yes, the proposed amendment helps to protect to the environment by offering a transfer of density from encumbered areas to areas that are suitable for development. The proposed amendment will also protect the public by not resulting in a de-facto zone change, which the current language could be interpreted to allow.**

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application. The information provided in this application contains no misstatement of fact.
2. I am an owner(s), authorized agent(s) of an owner(s), or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW, or I am exempt from the requirements of the Chapter 18.27 RCW.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

Applicant Printed Name: Shane O'Neill

Applicant Signature: 

Date

8.22.19

Exhibit 2

ORDINANCE NO. XXX-XX

AN ORDINANCE of the City of Richland amending Section 22.10.400 and Section 22.10.405 of the Richland Municipal Code related to critical areas.

WHEREAS, the City has need, from time to time, to update the Richland Municipal Code to eliminate conflict and ambiguity; and

WHEREAS, _____; and

WHEREAS, _____; and

WHEREAS, _____.

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

Section 1. Richland Municipal Code Chapter 22.10, entitled Critical Areas, first enacted by Ordinance No.48-93, and last amended by Ordinance No. 40-17A is hereby amended as follows:

22.10.400 On-site density transfer for critical areas.

A. An owner of a residential site or property containing critical areas may be permitted to transfer the density attributable to the critical area and associated buffer area or setback to another nonsensitive portion of the same site or property, subject to the limitations of this section and other applicable regulations.

B. Density can be transferred from the critical portion and associated buffer area or setback to the nonsensitive portion of the residential site subject to the following conditions:

1. The basis for the density transfer will be an actual site plan for the site or property as if it did not have the critical area, subject to the provisions of the underlying zoning classification, applicable setbacks, and other standards of the city code or other land development regulations.
2. Based on the above site plan, a portion of the density that could be achieved on the critical portion and associated buffer or setback of the site can be transferred to the nonsensitive portion of the site. The following chart indicates the amount of density that can be transferred, based on the degree of sensitivity of the critical area:

| Category of Critical Area | Percent of Density on Critical Area That May Be Transferred on Site |
|----------------------------|---|
| Category I and II Wetlands | 25% |

| Category of Critical Area | Percent of Density on Critical Area That May Be Transferred on Site |
|--|---|
| High and Very High Geologically Hazardous Area | 25% |
| Seismic Hazard | 25% |
| Category III and IV Wetlands | 100% |
| Low and Medium Geologically Hazardous Area | 100% |

3. ~~In~~ When transferring the density from the critical portion of the site and its associated buffer or setback to the nonsensitive portion of the site, the overall density of the nonsensitive portion of the site may be ~~increased up to the equivalent next density classification, provided the additional density does not exceed what would be allowed by the next residential zoning classification.~~ ~~However, in~~ In the case of the highest density multifamily zoning classifications, the density may not be increased beyond the current density.

4. The nonwetland portion of the site is not constrained by another environmentally critical or geologically hazardous area regulated by this code.

5. The nonwetland portion of the site is subject to the ~~density limitations of the new density zoning classification, and to applicable setbacks,~~ lot size and setback requirements of the next residential zoning classification. Land uses and other standards of the city code or other land development regulations shall continue to apply as per the existing zoning classification.

C. An on-site density transfer shall meet the requirements and follow the procedures of:

1. Planned unit development, RMC 23.50.010;
2. Plats and subdivisions, RMC Title 24.

D. The fact that development rights have been sold or received, and all related conditions, will be recorded, in a form acceptable to the city attorney, to become a part of the deed of the “sending” and “receiving” properties. [Ord. 48-93; Ord. 45-00; Ord. 23-01; Ord. 28-05 § 1.10; Ord. 40-17 § 1; Ord. 40-17A § 1. Formerly 22.10.340].

22.10.405 Density bonus for increased buffers.

A. An owner of a residential site or property containing critical areas who chooses to increase the buffers adjacent to a wetland or wildlife habitat area beyond the minimums required under this title shall be permitted to increase the density on the portion of the site that lies outside of a critical area or its required buffer. The amount of density bonus shall be based on the amount of additional buffer lands provided, through a calculation of the area of the additional buffer and/or wildlife corridor proposed on site, expressed as a percentage of the total site area, exclusive of the total wetland, wetland buffer area

and/or wildlife corridor as required under the provisions of this chapter. This percentage can then be doubled and applied to the total number of units located within the noncritical area portion of the site to determine the allowed density increase.

An example application of the density bonus provision is as follows: An applicant has a 15-acre site with an identified wetland area and buffer and proposes an additional three-quarter acre of buffer, which translates to five percent of the total site. This entitles the developer to a 10 percent increase in lot count. If the existing zoning permitted 40 lots, the density bonus would entitle the applicant to an additional four lots.

B. In order to qualify for a density bonus:

1. Any additional wetland buffer area must be adjacent to the required wetland buffer area;
2. Any additional habitat buffer area must be adjacent to the required habitat area;
3. A wildlife corridor not otherwise required by this title may qualify for a density bonus; provided, that the fish and wildlife habitat conservation area report prepared by a qualified professional identifies the location of said wildlife corridor as beneficial to priority, threatened or endangered species.

C. ~~When~~ transferring the density from the critical portion of the site and its associated buffer or setback to the nonsensitive portion of the site, the overall density of the nonsensitive portion of the site may be increased provided the additional density does not exceed what would be allowed by the next residential zoning classification up to the equivalent next density classification. ~~However, in~~ in the case of the highest density multifamily zoning classifications, the density may not be increased beyond the current density.

Section 2. 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 XX day of Month, 20XX.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

DEBBY BARHAM, Deputy City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

Exhibit 3



File No. EA2019-122

CITY OF RICHLAND **Determination of Non-Significance**

Description of Proposal: Text amendment to RMC Title 22, Subsection 22.10.400 and Subsection 22.10.405 pertaining to on-site density transfer for critical areas and for density bonuses for increased critical area buffers.

Proponent: City of Richland

Location of Proposal: City-Wide.

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.

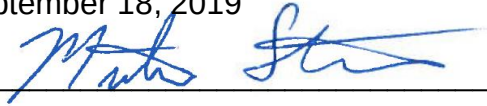
(X) This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

Responsible Official: Mike Stevens

Position/Title: Planning Manager

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

Date: September 18, 2019

Signature 

SEPA ENVIRONMENTAL CHECKLIST **UPDATED 2014**

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: [\[help\]](#)

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:

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: [\[help\]](#)

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 [\[help\]](#)

1. Name of proposed project, if applicable: **CA2019-102 Critical Areas Density Transfer**
2. Name of applicant: **Shane O'Neill, Senior Planner**
3. Address and phone number of applicant and contact person: **625 Swift Blvd., MS-35, Richland, WA 99352 (509) 942-7587**
4. Date checklist prepared: **August 21, 2019**

5. Agency requesting checklist: **City of Richland Development Services Dept.**
6. Proposed timing or schedule (including phasing, if applicable): **RMC Code Amendment – October/November 2019.**
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. **No, this is a stand-alone code amendment.**
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. **No additional environmental information is being prepared as a result of this proposed code amendment. Only clarification of existing language is intended.**
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 governmental approvals are required.**
10. List any government approvals or permits that will be needed for your proposal, if known. **None.**
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.) **The proposal consists of text amendments to RMC 22.10.400 (B.3 & B.5) and RMC 22.10.405 (C). A copy of the proposed text amendments are included as an attachment.**
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 proposed code amendments would apply city-wide in areas that are encumbered by wetlands and wetland buffer areas provided certain criteria are met.**

B. ENVIRONMENTAL ELEMENTS [\[help\]](#)

1. Earth Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

- a. General description of the site: **Proposed text amendments would apply city-wide.**
(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____
- b. What is the steepest slope on the site (approximate percent slope)? **Proposed text amendments would apply city-wide.**
- 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. **Varies. Proposed text amendments would apply city-wide.**
- d. Are there surface indications or history of unstable soils in the immediate vicinity?
If so, describe. **Not applicable. Proposed text amendments would apply city-wide.**
- 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. **Not applicable.**
- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. **Not applicable.**
- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? **Not applicable.**
- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: **Not applicable.**

2. Air Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

- 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. **Not applicable.**
- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. **Not applicable.**
- c. Proposed measures to reduce or control emissions or other impacts to air, if any: **Not applicable.**

3. **Water** **Not applicable. This is a non-project related code amendment. All future sitespecific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

a. **Surface Water:** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- 1) Is there any surface water body on or in the immediate vicinity of the site? **Not applicable.**
- 2) 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. **Not applicable.**
- 3) 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.**
- 4) 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.**
- 5) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. **Not applicable.**
- 6) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. **Not applicable.**
- 7) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. **Not applicable.**

b. **Ground Water:** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- 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 general description, purpose, and approximate quantities if known. **Not applicable.**
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: 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. **Not applicable.**

c. Water runoff (including stormwater): **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

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. **Not applicable.**

2) Could waste materials enter ground or surface waters? If so, generally describe. **Not applicable.**

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. **Not applicable.**

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

4. Plants Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

a. Check the types of vegetation found on the site: **Not applicable. City-wide text amendment.**

____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? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

c. List threatened and endangered species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

e. List all noxious weeds and invasive species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

5. Animals **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

Birds: hawk, heron, eagle, songbirds, other: _____

Mammals: deer, bear, elk, beaver, other: _____

Fish: bass, salmon, trout, herring, shellfish, other: _____

b. List any threatened and endangered species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

c. Is the site part of a migration route? If so, explain.
Yes, Richland is within the Pacific Fly Way.

d. Proposed measures to preserve or enhance wildlife, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

e. List any invasive animal species known to be on or near the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

6. Energy and natural resources **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

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. **Not applicable. This is a non-project related code amendment.**

All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

- b. Would your project affect the potential use of solar energy by adjacent properties?
If so, generally describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

7. Environmental health Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal?
If so, describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 1) Describe any known or possible contamination at the site from present or past uses. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 4) Describe special emergency services that might be required. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 5) Proposed measures to reduce or control environmental health hazards, if any: **Not applicable. This is a non-project related code amendment. All future site specific**

development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

b. **Noise** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 3) Proposed measures to reduce or control noise impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

8. **Land and shoreline use** **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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 as a result 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? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
 - 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: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

- c. Describe any structures on the site. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- d. Will any structures be demolished? If so, what? **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- e. What is the current zoning classification of the site? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- f. What is the current comprehensive plan designation of the site? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- g. If applicable, what is the current shoreline master program designation of the site? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- i. Approximately how many people would reside or work in the completed project? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- j. Approximately how many people would the completed project displace? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- k. Proposed measures to avoid or reduce displacement impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- L. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: **Not applicable. This is a non-project related code**

amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

9. Housing **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- c. Proposed measures to reduce or control housing impacts, if any: **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

10. Aesthetics **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- b. What views in the immediate vicinity would be altered or obstructed? **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- c. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)

11. Light and glare **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- b. Could light or glare from the finished project be a safety hazard or interfere with views? **_Not applicable. This is a non-project related code amendment. All future site specific**

development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.

- c. What existing off-site sources of light or glare may affect your proposal? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- d. Proposed measures to reduce or control light and glare impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

12. Recreation Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.

- a. What designated and informal recreational opportunities are in the immediate vicinity? **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- b. Would the proposed project displace any existing recreational uses? If so, describe. **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

13. Historic and cultural preservation Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

- 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 located on or near the site? If so, specifically describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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. **_Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

14. Transportation **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- 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? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- d. 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). **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- f. 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? **Not applicable. This is a non-project related code**

amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.

- g. 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**
- h. Proposed measures to reduce or control transportation impacts, if any: **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

15. Public services **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179-11-800.**

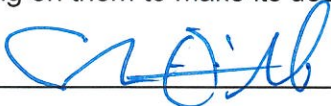
- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**
- b. Proposed measures to reduce or control direct impacts on public services, if any. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

16. Utilities **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

- a. Circle utilities currently available at the site: [help] electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other:
- 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. **Not applicable. This is a non-project related code amendment. All future site specific development projects will be subject to SEPA analysis if not exempt per WAC 179- 11-800.**

C. Signature [help]

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.

Signature: 

Name of signee Shane O'Neill

Position and Agency/Organization Senior Planner, City of Richland Development Services Dept.

Date Submitted: _____

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS [\[help\]](#)

(IT IS NOT NECESSARY to use this sheet 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? **It is not anticipated that development authorized by the proposed code amendment would result in any increase of discharge to water, emissions to air, production storage, the release of toxic or hazardous substances or production of noise.**

Proposed measures to avoid or reduce such increases are: **Development within the City of Richland must comply with all current land use and environmental permitting requirements.**

2. How would the proposal be likely to affect plants, animals, fish, or marine life? **The proposed text amendment will likely result in fewer impacts to plants, animals and fish as it only allows development to occur outside of critical areas.**

Proposed measures to protect or conserve plants, animals, fish, or marine life are: **None.**

3. How would the proposal be likely to deplete energy or natural resources? **The proposed text amendment should not result in additional depletion of energy or natural resources.**

Proposed measures to protect or conserve energy and natural resources are: **None.**

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? **The proposed text amendment just clarifies existing critical areas regulations to ensure that unintended impacts do not occur to the environment or neighboring property owners.**

5. Proposed measures to protect such resources or to avoid or reduce impacts are: **None.**

6. 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? **The intent of the proposed code amendment is to ensure that incompatible land uses do not occur as a result of a “de-facto” zone change.**

Proposed measures to avoid or reduce shoreline and land use impacts are: **Adoption of the proposed text amendment is intended to reduce impacts to critical areas and neighboring properties.**



Department of Commerce

Innovation is in our nature.

Notice of Proposed Amendment Request for Expedited Review

Pursuant to RCW 36.70A.106(3)(b), the following jurisdiction provides notice of a proposed development regulation amendment and requests expedited state agency review under the Growth Management Act.

Under statute, proposed amendments to comprehensive plans are not eligible for expedited review. The expedited review period is 10 business days (14 calendar days).

(If needed, you may expand this form and the fields below, but please try to keep the entire form under two pages in length.)

| | |
|-------------------------|--|
| Jurisdiction: | City Richland, Development Services - Planning |
| Mailing Address: | 625 Swift Blvd., MS-35
Richland, WA 99352 |
| Date: | August 26, 2019 |

| | |
|------------------------|--|
| Contact Name: | Mike Stevens |
| Title/Position: | Planning Manager |
| Phone Number: | (509) 942-7596 |
| E-mail Address: | mstevens@ci.richland.wa.us |

| | |
|---|--|
| Brief Description of the Proposed/Draft Development Regulations Amendment:
<i>(40 words or less)</i> | <ul style="list-style-type: none"> Amend RMC Section 22.10.400 and Section 22.10.405 related to Critical Areas. |
| Is this action part of the periodic review and update? GMA requires review every 8 years under RCW 36.70A.130(4)-(6) . | Yes: ____
No: <u>X</u> |
| Public Hearing Date: | Planning Board/Commission: September 25, 2019
Council/County Commission: First Reading, October 15, 2019 Second Reading, November 5, 2019 |
| Proposed Adoption Date: | November 5, 2019 or as soon thereafter as possible |

REQUIRED: Attach or include a copy of the proposed amendment text. SEE ATTACHED



THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2019-S-573

Submittal Date Time: 08/26/2019

Submittal Information

Jurisdiction City of Richland
Submittal Type Request for Expedited Review / Notice of Intent to Adopt
Amendment Type Amendment
Amendment Type Development Regulation Amendment

Amendment Information

Brief Description

Proposed amendment to RMC Section 22.10.400 and Section 22.10.405 related to Critical Areas.

☐ Yes, this is a part of the 8-year periodic update schedule, required under RCW 36.70A.130.

Planning Commissions Date 09/25/2019

City Council Date 10/15/2019

City Council Date 11/05/2019

Anticipated/Proposed Date of Adoption 11/05/2019

Attachments

| Attachment Type | File Name | Upload Date |
|--|--|---------------------|
| Correspondence | City of Richland Code Amendment - Critical Areas
CA2019-102.msg | 08/26/2019 09:56 AM |
| Development Regulation Amendment - Draft | CA2019-102 Referral Packet.pdf | 08/26/2019 09:56 AM |

Contact Information

Prefix Mr.
First Name Mike
Last Name Stevens
Title Planning Manager
Work (509) 942-7596
Cell

Email mstevens@ci.richland.wa.us

☐ Yes, I would like to be contacted for Technical Assistance.

Certification

Entered by Linda Weyl on 8/26/2019 9:57:14 AM

| | |
|----------------------|----------------------------|
| Intake Received Date | 08/26/2019 |
| Full Name | Mike Stevens |
| Email | mstevens@ci.richland.wa.us |



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

08/26/2019

Mr. Mike Stevens
Planning Manager
City of Richland
505 Swift Boulevard
Post Office Box 190
Richland, WA 99352

Sent Via Electronic Mail

Re: City of Richland--2019-S-573--Request for Expedited Review / Notice of Intent to Adopt Amendment

Dear Mr. Stevens:

Thank you for sending the Washington State Department of Commerce (Commerce) the Request for Expedited Review / Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

Proposed amendment to RMC Section 22.10.400 and Section 22.10.405 related to Critical Areas.

We received your submittal on 08/26/2019 and processed it with the Submittal ID 2019-S-573. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 10/25/2019.

You requested expedited review under [RCW 36.70A.106\(3\)\(b\)](#). We have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than fifteen calendar days after the original date of receipt by Commerce.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call William Simpson, (509) 280-3602.

Sincerely,

Review Team
Growth Management Services

From: [PLANVIEW Mail](#)
To: [Stevens, Mike](#)
Subject: City of Richland - Expedited Review Request Granted for Submittal ID: 2019-S-573
Date: Monday, September 9, 2019 6:26:00 AM

Dear Mr. Stevens,

Your request for an Expedited Review has been granted for: Proposed amendment to RMC Section 22.10.400 and Section 22.10.405 related to Critical Areas.

As of receipt of this email, you have met the Growth Management notice to state agency requirements in RCW 36.70A.106 for this submittal. Please keep this email as confirmation.

If you have any questions, please contact William Simpson at (509) 280-3602 or by email at william.simpson@commerce.wa.gov.

~~~ ONLINE TRACKING SYSTEM AVAILABLE ~~~~

Log into our new [PlanView](#) system where you can keep up with this submittal status, reprint communications and update your contact information.

Don't have a user account? Reply to this email to request one and attach a completed [PlanView User Request Form](#).

Have questions about using PlanView? Use the [PlanView User Manual](#) for assistance.

Sincerely,

Review Team  
Growth Management Services



## CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS (CA2019-102 & EA2019-122)

Notice is hereby given that the City of Richland has filed an application for a text amendment to RMC Title 22, Subsection 22.10.400 and Subsection 22.10.405 pertaining to on-site density transfer for critical areas and for density bonuses for increased critical area buffers.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 6:00 p.m., Wednesday, September 25, 2019 in the Richland City Hall Council Chambers, 625 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

**Environmental Review:** The proposal is subject to environmental review. The City of Richland is lead agency for the proposal under the State Environmental Policy Act (SEPA) and has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of non-significance (DNS) for this project. The optional DNS process in WAC 197-11-355 is being used. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related file information are available to the public and can be viewed in the Development Services Division Office or City of Richland website [www.ci.richland.wa.us](http://www.ci.richland.wa.us).

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 625 Swift Blvd., MS-35, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to [mstevens@ci.richland.wa.us](mailto:mstevens@ci.richland.wa.us). Written comments should be received no later than 5:00 p.m. on Tuesday, September 17, 2019 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website [www.ci.richland.wa.us](http://www.ci.richland.wa.us) beginning Friday, September 27, 2019.



## Department of Energy

Bonneville Power Administration  
2211 North Commercial Avenue  
Pasco, WA 99301

TRANSMISSION SERVICES

September 17, 2019

In reply refer to: City of Richland Code Amendment - Critical Areas CA2019-102  
Located in City of Richland, Benton County, Washington

Mike Stevens, Planning Manager  
City of Richland Development Services Dept.  
625 Swift Blvd. MS#35  
Richland, WA 99352

Dear Mike:

Bonneville Power Administration (BPA) has had the opportunity to review City of Richland Code Amendment - Critical Areas CA2019-102. The proposed development regulation amendment will amend RMC Section 22.10.400 and Section 22.10.405 related to Critical Areas. This amendment will be city wide.

In researching our records, we have found that this proposal will not directly impact BPA facilities. BPA does not have any objections to the approval of these requests at this time.

Thank you for the opportunity to review this application. If you have any questions regarding this request or need additional information, please feel free to contact me. I can be reached at (503) 230-5510 or by email at [mjdeklyen@bpa.gov](mailto:mjdeklyen@bpa.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike DeKlyen".

Mike DeKlyen  
BPA Field Realty Specialist



# COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - First Reading

Key I - Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 54-19, Providing for the Sale of 2019 Electric Revenue and Refunding Bonds

**Department:**

Administrative Services

**Ordinance/Resolution Number:**

54-19

**Document Type:**

Ordinance

**Recommended Motion:**

Give first reading, by title only, to Ordinance No. 54-19, providing for the sale of 2019 electric revenue and refunding bonds.

**Summary:**

Over the course of 2019, the Utility Advisory Committee (UAC) has had discussions with Electric Utility staff regarding financial policy and current financial position. These discussions encompassed the utility's budget, capital program and funding, including anticipated bond issuance as outlined in the approved 2019-2024 Capital Improvement Plan (CIP). As a result, it has been determined that revenue bonds should be issued in the fourth quarter of 2019.

Approximately \$6 million in bond proceeds are needed to support the capital plan for 2020 to 2024, in addition to rate financing and developer contributions. Bonds would be issued for a term not longer than 25 years to mirror the expected life of the electric infrastructure being financed, taking into account the market conditions and investor appetite for terms. At current rates, the par value of the bonds, selling at a premium, would be approximately \$5.235 million.

Approximately \$3 million in bond proceeds are needed to support the Horn Rapids Solar, Storage and Training (HRSST) project for the energy storage system. These will be taxable bonds, and are expected to be issued at par.

In addition to the new money bonds, depending on market conditions, there may be an opportunity to realize savings by refunding the utility's \$8.9 million in outstanding 2009 Revenue bonds. These are taxable Build America Bonds that can be refunded as tax-exempt bonds.

Ordinance No. 54-19 enables Council to appoint the Administrative Services Director as the City's designated representative to approve the final terms of the sale and issuance of the bonds within designated parameters approved by Council. This allows the pricing of the bonds to be timed to best meet market conditions. The parameters are outlined in Exhibit A and B of Ordinance No. 54-19. Staff recommends approval of Ordinance No. 54-19 for first reading, by title only. Second reading is scheduled for the Council meeting on November 5, 2019.

**Fiscal Impact:**

First reading will establish the intent to issue the refunding and revenue bonds. The actual amount of the bonds is anticipated to be no more than \$19 million. The annual principal and interest payments on the proposed bonds will be funded from operating revenues of the Electric Utility Fund.

**Attachments:**

I. Ordinance No. 54-19

CITY OF RICHLAND

ORDINANCE NO. 54-19

AN ORDINANCE relating to the electric utility of the City; specifying, adopting and ordering the carrying out of a system or plan of additions and betterments to and extensions of the electric utility; providing for the issuance of one or more series of electric revenue bonds in the aggregate principal amount of not to exceed \$19,000,000 to provide funds: (1) to pay all or a portion of the cost of certain capital improvements included in the plan of additions; (2) to refund the City's outstanding Electric Revenue Bonds, 2009 (Taxable Build America Bonds – Direct Payment); (3) to make a deposit to satisfy the reserve requirement for the bonds (if necessary), and (4) to pay the costs of issuance and sale of such bonds; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the City's designated representative to approve the Bond Sale Terms of the sale of the bonds; and providing for other related matters.

Passed: \_\_\_\_\_, 2019

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Exhibit A – Parameters for Bond Sale Terms

Exhibit B – Parity Bond Test

Exhibit C – Plan of Additions; Description of the Projects

Exhibit D – Form of Continuing Disclosure Agreement

## ORDINANCE NO. 54-19

AN ORDINANCE relating to the electric utility of the City; specifying, adopting and ordering the carrying out of a system or plan of additions and betterments to and extensions of the electric utility; providing for the issuance of one or more series of electric revenue bonds in the aggregate principal amount of not to exceed \$19,000,000 to provide funds: (1) to pay all or a portion of the cost of certain capital improvements included in the plan of additions; (2) to refund the City's outstanding Electric Revenue Bonds, 2009 (Taxable Build America Bonds – Direct Payment); (3) to make a deposit to satisfy the reserve requirement for the bonds (if necessary), and (4) to pay the costs of issuance and sale of such bonds; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the City's designated representative to approve the Bond Sale Terms of the sale of the bonds; and providing for other related matters.

BE IT ORDAINED BY THE CITY OF RICHLAND as follows:

### ARTICLE 1 DEFINITIONS

Section 1.01 Definitions. As used in this ordinance, the following capitalized terms shall have the following meanings:

(a) “*2009 Bonds*” means the Electric Revenue Bonds, 2009 (Taxable Build America Bonds - Direct Payment), in the original aggregate principal amount of \$11,200,000, authorized to be issued by Ordinance No. 30-09.

(b) “*2013A Bonds*” means the Electric Revenue Refunding Bonds, 2013A (Taxable), in the original aggregate principal amount of \$925,000, authorized to be issued by Ordinance No. 06-13.

(c) “*2013B Bonds*” means the Electric Revenue Improvement and Refunding Bonds, 2013B, in the original aggregate principal amount of \$19,455,000, authorized to be issued by Ordinance No. 06-13.

(d) “*2015 Bonds*” means the Electric Utility Revenue Bonds, 2015, in the original aggregate principal amount of \$19,435,000, authorized to be issued by Ordinance No. 49-15.

(e) “*2018 Bonds*” means the Electric Revenue Improvement and Refunding Bonds, 2018, in the original aggregate principal amount of \$19,800,000, authorized to be issued by Ordinance No. 08-18.



(f) “*Acquired Obligations*” means those Government Obligations, as specified in the Refunding Trust Agreement, purchased to accomplish the refunding of the Refunded Bonds as authorized by this ordinance.

(g) “*Adjusted Net Revenue*” means Net Revenue, plus withdrawals from the Rate Stabilization Account and less deposits into the Rate Stabilization Account.

(h) “*Annual Debt Service*” means, for any one or more series of Parity Bonds, the total of principal and interest payable during a Fiscal Year (excluding the principal maturity of Term Bonds but including any mandatory redemption due in that year), less all capitalized interest payable that year from such bonds. Annual Debt Service for each Fiscal Year shall be reduced by subtracting the amount scheduled to be received by the City as a Tax Credit Subsidy Bond Payment in each such Fiscal Year in respect of any Parity Bonds issued as Tax Credit Subsidy Bonds.

(i) “*Authorized Denomination*” means, unless otherwise specified in the Bond Purchase Agreement or a related agreement, \$5,000 or any integral multiple thereof within a Series and maturity.

(j) “*Average Annual Debt Service*” means, in reference to any one or more series of Parity Bonds, the sum of the Annual Debt Service due in each year, divided by the number of years that such bonds are scheduled to remain Outstanding.

(k) “*Beneficial Owner*” means, with respect to any Parity Bond at any time Outstanding, the owner of any beneficial interest in that Parity Bond.

(l) “*Bond Counsel*” means the firm of Stradling Yocca Carlson & Rauth, a Professional Corporation, its successor, or any other attorney or firm of attorneys selected by the City with a nationally recognized standing as bond counsel in the field of municipal finance.

(m) “*Bond Fund*” means the Electric Revenue Refunding Bond Account, 1985, created by Ordinance No. 17-85 and maintained for the purpose of paying and securing the payment of the principal of and interest on the Parity Bonds.

(n) “*Bond Insurer*” means, with respect to any issue of Parity Bonds, a provider of bond insurance guaranteeing the payment of principal of and interest on such Parity Bonds.

(o) “*Bond Purchase Agreement*” means a written offer to purchase the Bonds, or a Series of Bonds, pursuant to certain Bond Sale Terms, which offer is accepted by the Designated Representative on behalf of the City in accordance with this ordinance. In the case of a competitive sale, the Purchaser’s bid for a Series, together with the official notice of sale and a Pricing Certificate confirming the Bond Sale Terms, shall comprise the Bond Purchase Agreement.

(p) “*Bond Register*” means the books or records maintained by the Bond Registrar for the purpose of identifying ownership of each Bond.

(q) “*Bond Registrar*” means the Fiscal Agent, or any alternate bond registrar selected by the City’s Finance Director to maintain the Bond Register and carry out the other duties of the Bond Registrar set forth in this ordinance.

(r) “*Bond Sale Terms*” means the terms and conditions for the sale of a Series of Bonds including, but not limited to the amount, date or dates, denominations, interest rate or rates (or mechanism for determining interest rate or rates), payment dates, final maturity, redemption rights, price, and other terms or covenants, including minimum savings for refunding bonds. The parameters for certain Bond Sale Terms are set forth in Exhibit A.

(s) “*Bonds*” means the electric utility revenue bonds of the City issued pursuant to and for the purposes provided in this ordinance in one or more Series and with such additional series and other designation as the Designated Representative may deem appropriate.

(t) “*Book-Entry Form*” means a fully registered form in which physical bond certificates are registered only in the name of the Securities Depository (or its nominee), as Registered Owner, with the physical bond certificates held by and “immobilized” in the custody of the Securities Depository or its designee, where the system for recording and identifying the transfer of the ownership interests of the Beneficial Owners in those Bonds is neither maintained by nor the responsibility of the City or the Bond Registrar.

(u) “*City*” means the City of Richland, Washington, a municipal corporation duly organized and legally existing charter city of the first class under the laws of the State.

(v) “*City Contribution*” means legally available money of the City, in addition to proceeds of the Bonds, that is to be used to carry out the Refunding Plan, as determined by the Designated Representative.

(w) “*City Council*” means the legislative authority of the City, as duly and regularly constituted from time to time.

(x) “*Code*” means the United States Internal Revenue Code of 1986, as amended, and applicable rules and regulations promulgated thereunder.

(y) “*Common Reserve Bonds*” means, collectively, those Parity Bonds that are designated by the City as common reserve bonds, the payment of which is secured by amounts on deposit in the Common Reserve Subaccounts, without distinction, priority or preference among the amounts drawn from any particular Common Reserve Subaccount. The Bonds authorized by this ordinance are designated as Common Reserve Bonds. The Outstanding 2013A Bonds, 2013B Bonds, 2015 Bonds, and 2018 Bonds are also designated as Common Reserve Bonds.

(z) “*Common Reserve Subaccount*” means a Reserve Subaccount that is established in connection with a series of Common Reserve Bonds. The Common Reserve Subaccounts, collectively, constitute a pooled reserve ratably securing all Common Reserve Bonds.

(aa) “*Continuing Disclosure Agreement*” means the written undertaking to provide continuing disclosure entered into pursuant to Section 8.02 of this ordinance, in substantially the form set forth in Exhibit D.

(bb) “*Contract Resource Obligation*” means an obligation of the City to make payments to another person or entity for electric energy supply, transmission or other

commodity or service relating to the Electric Utility, which obligation is designated as a Contract Resource Obligation for purposes of Section 7.04 of this ordinance.

(cc) “*Coverage Requirement*” means that, in any Fiscal Year, Adjusted Net Revenue must at least equal 1.25 times the Annual Debt Service due in that Fiscal Year on all Parity Bonds then Outstanding.

(dd) “*DTC*” means The Depository Trust Company, New York, New York, or its nominee.

(ee) “*Designated Representative*” means the officer of the City appointed in Section 3.02 of this ordinance to serve as the City’s designated representative in accordance with RCW 39.46.040(2).

(ff) “*Electric Fund*” means that special fund created by Ordinance No. 53-17 of the City (RMC § 3.24.240) for the deposit of all revenues collected by the City from sale of electric energy or for services rendered by the Electric Utility, and for the payment of the costs and expenses to purchase electric energy, for salaries, materials, supplies, equipment, and repairs relating to sale of electric energy.

(gg) “*Electric Utility*” means the municipal electric system of the City as the same may from time to time be added to, bettered, improved and extended.

(hh) “*Finance Director*” means the person who holds the office or has the official responsibilities of Finance Director of the City or successor office.

(ii) “*Fiscal Agent*” means the fiscal agent of the State, as the same may be designated by the State from time to time.

(jj) “*Fiscal Year*” means a year beginning January 1 and ending December 31, or such twelve-month period as may be selected by the City as its fiscal year.

(kk) “*Future Parity Bonds*” means, for purposes of this ordinance, any and all revenue bonds of the City issued after the Issue Date of the Bonds, the payment of the principal of and interest on which constitutes a lien and charge upon the Net Revenue of the Electric Utility on a parity with the lien and charge of the Outstanding Parity Bonds and the Bonds.

(ll) “*Government Obligations*” has the meaning given in RCW 39.53.010, as now in effect or as may hereafter be amended.

(mm) “*Gross Revenue of the Electric Utility*” or “*Gross Revenue*” means all of the earnings and revenues of any kind or nature received by the City from the operation and maintenance of the Electric Utility. Gross Revenue excludes: (1) revenues from assessments collected in any local improvement district or utility local improvement district; (2) amounts collected in respect of City-imposed utility taxes; (3) proceeds of grants from the federal, state or local governments; (4) gifts to the Electric Utility for capital purposes; (5) proceeds from the sale of City or Electric Utility property; (6) proceeds of City or Electric Utility obligations; (7) earnings or proceeds from any investments in any trust, defeasance or escrow fund created to defease or refund Electric Utility obligations until commingled with other earnings and revenues of the Electric Utility; and (8) Tax Credit Subsidy Payments.

(nn) “*Issue Date*” means, with respect to any Series of Bonds, the date of initial issuance and delivery of such Series to the Purchaser in exchange for the purchase price of such Series.

(oo) “*Letter of Representations*” means the Blanket Issuer Letter of Representations between the City and DTC, dated February 2, 1998, as it may be amended from time to time, and any successor or substitute letter relating to the operational procedures of the Securities Depository.

(pp) “*MSRB*” means the Municipal Securities Rulemaking Board.

(qq) “*Maximum Annual Debt Service*” means, with respect to any one or more series of Parity Bonds, the maximum amount of Annual Debt Service which shall become due in any Fiscal Year.

(rr) “*Net Revenue of the Electric Utility*” or “*Net Revenue*” means Gross Revenue of the Electric Utility less Operation and Maintenance Expenses.

(ss) “*Official Statement*” means an offering document or other disclosure document required to be provided to purchasers and potential purchasers in connection with the initial offering of the Bonds in conformance with Rule 15c2-12 or other applicable regulation of the SEC.

(tt) “*Operation and Maintenance Expenses*” means all reasonable expenses incurred by the City in causing the Electric Utility to be operated and maintained in good repair, working order and condition and properly treated as maintenance and operation expenses under generally accepted accounting principles applicable to similar municipal utilities, including: payments due under Contract Resource Obligations (to the extent that the requirements in Section 7.04 are met); all payments made to another person or agency for acquisition of electric energy; any deposits, premiums, assessments or other payments for insurance, if any, on the Electric Utility; amounts paid in respect of Electric Utility employee pensions and post-employment benefits (if any); and overhead and administration expenses allocated to the Electric Utility. Operation and Maintenance Expenses excludes: non-cash accounting items (e.g., depreciation, amounts treated as expenses under accounting guidelines with respect to unfunded contributions to pension or other post-employment benefit plans, non-exchange financial guarantees, environmental liabilities, and similar items); payments on contracts for the acquisition of electric energy or capability under which no energy has been furnished to the City (other than payments under Contract Resource Obligations); and any amounts paid in respect of City imposed utility taxes or payments in lieu of taxes.

(uu) “*Outstanding*” when used with reference to any bonds or other obligations means, as of any particular date, the aggregate of all such bonds or other obligations properly authenticated and delivered, except for: (1) those cancelled at or prior to such date or delivered to or held by the Fiscal Agent at or prior to such date for cancellation; (2) those legally defeased or deemed paid in accordance with this ordinance (or a comparable section of another ordinance authorizing the refunding or defeasance of other bonds or obligations); (3) those in lieu of or in exchange or substitution for which other bonds or obligations shall have been authenticated and delivered pursuant to their authorizing ordinances, unless such other bonds or obligations are held by a bona fide

holder in due course; and (4) those which have matured or have been duly called for redemption and have not been presented for payment, and the City has sufficient money on hand to pay and redeem the same on such maturity or call dates.

(vv) “*Outstanding Parity Bonds*” means the 2013A Bonds, the 2013B Bonds, the 2015 Bonds, the 2018 Bonds, and any other Parity Bonds that are Outstanding as of the Issue Date.

(ww) “*Owner*” means, without distinction, the Registered Owner and the Beneficial Owner.

(xx) “*Parity Bond Test*” means: (a) with reference to the issuance of Future Parity Bonds, the conditions for issuing Future Parity Bonds set forth in Exhibit B to this Ordinance, which is incorporated herein by this reference; and (b) with reference to the designation of the Bonds as Parity Bonds, those conditions for the issuance of “future parity bonds” as defined and set forth in the ordinances authorizing the Outstanding Parity Bonds.

(yy) “*Parity Bonds*” means the Outstanding Parity Bonds, the Bonds, and any Future Parity Bonds.

(zz) “*Permitted Investments*” means any investment that is a legal investment for the money of the City at the time of such investment.

(aaa) “*Plan of Additions*” means the system or plan of additions and betterments to and extensions of the Electric Utility specified, adopted and ordered to be carried out by Section 2.02 of this ordinance.

(bbb) “*Pricing Certificate*” means a certificate executed by the Designated Representative as of the pricing date confirming the Bond Sale Terms for the sale of a Series of the Bonds to the Purchaser in a competitive sale, in accordance with the parameters set forth in this ordinance.

(ccc) “*Principal and Interest Account*” means the subaccount of that name created in the Bond Fund by Ordinance No. 17-85 for the payment of the principal of and interest on the Parity Bonds.

(ddd) “*Purchaser*” means the corporation, firm, association, partnership, trust, bank, financial institution or other legal entity or group of entities selected by the Designated Representative to serve as purchaser in a direct placement, underwriter in a negotiated sale or awarded as the successful bidder in a competitive sale of a Series of the Bonds.

(eee) “*RCW*” means the Revised Code of Washington.

(fff) “*Rate Stabilization Account*” means the Electric Rate Stabilization Account authorized to be created and established pursuant to Ordinance No. 26-03.

(ggg) “*Rating Agency*” means any nationally recognized rating agency then maintaining a rating on the Bonds at the request of the City.

(hhh) “*Record Date*” means the Bond Registrar’s close of business on the 15<sup>th</sup> day of the month preceding an interest payment date. With respect to redemption of a

Bond prior to its maturity, the Record Date shall mean the Bond Registrar's close of business on the date on which the Bond Registrar sends the notice of redemption.

(iii) "*Redemption Date*" means the date for redemption set forth in the Refunding Trust Agreement, which date shall be the earliest date, following the required notice period, on which the Refunded Bonds may be called for optional redemption at a price of 100% of the stated principal amount to be redeemed.

(jjj) "*Refunded Bond Ordinance*" means Ordinance No. 30-09 of the City.

(kkk) "*Refunded Bonds*" means the presently outstanding \$8,665,000 aggregate principal amount of 2009 Bonds maturing on November 1 in the years and amounts as follows:

| Maturity<br>Year | Principal<br>Amount | Interest<br>Rate |
|------------------|---------------------|------------------|
| 2029*            | \$ 3,475,000        | 6.225%           |
| 2039*            | 5,190,000           | 6.375            |

\*Term Bond maturity.

(III) "*Refunding Plan*" means (as further detailed in the Refunding Trust Agreement):

(1) On the Issue Date, the deposit with the Refunding Trustee of proceeds of the sale of the Bonds allocated to the Refunding Plan in an amount, together with the City Contribution (if any), sufficient to acquire the Acquired Obligations (if any) and establish a beginning cash balance;

(2) The periodic receipt by the Refunding Trustee of the maturing principal of and interest on the Acquired Obligations (if any);

(3) On the Redemption Date, the application of such amounts (together with any other cash held by it) to the call, payment and redemption of the Refunded Bonds at a price equal to the principal amount to be redeemed, plus accrued interest to that date; and

(4) The application of funds deposited with the Refunding Trustee for such purpose to the payment of all or a portion of the costs of issuing the Bonds and the costs of carrying out the foregoing elements of the Refunding Plan (if payment of such costs is specified in the Refunding Trust Agreement).

(mmm) "*Refunding Trust Agreement*" means a refunding trust agreement between the City and the Refunding Trustee, providing for the carrying out of the Refunding Plan.

(nnn) "*Refunding Trustee*" means the trustee, or any successor or alternate trustee, designated by the Designated Representative to serve as refunding trustee to carry out the Refunding Plan.

(ooo) "*Registered Owner*" means, with respect to a Bond or any Parity Bond at any time Outstanding, the person in whose name that Bond or Parity Bond is registered on the Bond Register. For so long as the Bonds are in Book-Entry Form, Registered Owner shall mean the Securities Depository.

(ppp) “*Registration Ordinance*” means the Registration Ordinance for the City’s bonds and other obligations set forth in Ordinance No. 1-87 of the City.

(qqq) “*Reserve Account*” means the account of that name created in the Bond Fund by Ordinance No. 17-85 for the purpose of securing the payment of the principal of and interest on the Parity Bonds.

(rrr) “*Reserve Insurer*” means any provider of a Reserve Security acquired in connection with one or more Series of the Bonds or Future Parity Bonds.

(sss) “*Reserve Requirement*” means:

(1) With respect to the Common Reserve Bonds collectively, as of any date of calculation, the lesser of (i) Maximum Annual Debt Service on all Common Reserve Bonds then Outstanding, or (ii) 125% of Average Annual Debt Service on all Common Reserve Bonds then Outstanding, but at no time shall the Reserve Requirement exceed the Tax Maximum;

(2) With respect to any Future Parity Bonds that are not Common Reserve Bonds, the amount established in the ordinance authorizing their issuance (which may be equal to zero), provided that the Reserve Requirement may not exceed the Tax Maximum; and

(3) With respect to the Bonds, the incremental additional amount necessary to fund the amount specified in subsection (1) of this definition for the Bonds and all other Outstanding Common Reserve Bonds, taking into account the amounts on deposit in the Common Reserve Subaccounts as of the Issue Date.

(ttt) “*Reserve Security*” means a surety bond or policy of insurance, obtained in lieu of cash and policy limit or stated amount equal to part or all of the Reserve Requirement.

(uuu) “*Reserve Subaccount*” means a subaccount created within the Reserve Account to secure payment of debt service on a series of Parity Bonds. Each Reserve Subaccount shall include in its name a reference to the series of Parity Bonds with respect to which it was created.

(vvv) “*Rule 15c2-12*” means Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934, as amended.

(www) “*SEC*” means the United States Securities and Exchange Commission.

(xxx) “*Securities Depository*” means DTC, any successor thereto, any substitute securities depository selected by the City, or the nominee of any of the foregoing. Any Securities Depository must be qualified under applicable laws and regulations to provide the services proposed to be provided by it.

(yyy) “*Series of Bonds*” or “*Series*” means a series of Bonds issued pursuant to this ordinance.

(zzz) “*State*” means the State of Washington.

(aaaa) “*Subordinate Bonds*” means any electric revenue bonds or obligations payable from the Electric Fund having a charge and lien on the Net Revenue subordinate to the charge and lien on the Net Revenue of the Parity Bonds.

(bbbb) “*Tax Credit Subsidy Bond*” means any bond that is designated by the City as a Tax Credit Subsidy Bond, pursuant to Section 54AA of the Code or any substantially similar taxable tax credit bond program, and which is further designated by the City as a “qualified bond” with respect to which the City is eligible to receive a tax credit payable by the United States Treasury to the City under Section 6431 or a substantially similar provision of the Code.

(cccc) “*Tax Credit Subsidy Bond Payments*” means those amounts which the City is entitled to receive from the United States Treasury in respect of any bonds issued as Tax Credit Subsidy Bonds.

(dddd) “*Tax-Exempt Bond*” means any Parity Bond, the interest on which is intended, as of the Issue Date, to be excludable from gross income for federal income tax purposes.

(eeee) “*Tax Maximum*” means the maximum dollar amount permitted by the Code to be allocated to a debt service reserve account from bond proceeds of tax-exempt Bonds or Tax Credit Subsidy Bonds without requiring a balance to be invested at a restricted yield.

(ffff) “*Taxable Bond*” means any Parity Bond, the interest on which is not intended, as of the Issue Date, to be excludable from gross income for federal income tax purposes.

(gggg) “*Term Bond*” means each Bond designated as a Term Bond and subject to mandatory redemption in the years and amounts set forth in the Bond Purchase Agreement, and those Parity Bonds designated as such in the ordinances or bond purchase agreements authorizing their issuance or sale and which are subject to mandatory redemption prior to maturity or for which either mandatory sinking fund payments or mandatory prior redemption requirements are provided.

(hhhh) “*Undertaking*” means a Continuing Disclosure Agreement.

## ARTICLE 2

### FINDINGS AND DETERMINATIONS; PLAN OF ADDITIONS

Section 2.01 Findings and Determinations. The City takes note of the following facts and makes the following findings and determinations:

(a) *Electric Utility; Previously Issued Parity Bonds*. The City now owns and operates the Electric Utility. Pursuant to Ordinance No. 17-85, the City issued and sold its Electric Revenue Refunding Bonds, 1985 (the “1985 Bonds”) all of which have been paid and retired. In Ordinance No. 17-85, the City reserved the right to issue additional electric revenue bonds having a lien and charge on the Net Revenue of the Electric Utility on a parity with the lien and charge upon such Net Revenue of the 1985 Bonds for the payment of principal thereof and interest thereon, if that certain Parity Bond Test



(established in Ordinance No. 17-85 and as subsequently set forth in ordinances authorizing the issuance of additional Parity Bonds) is satisfied.

(b) *Plan of Additions.* The City is in need of funds with which to finance the Plan of Additions, the estimated aggregate cost of which is more than \$19,000,000 million, and the City does not have available sufficient funds to pay the costs. The life of the improvements comprising the Plan of Additions is declared to be at least 25 years.

(c) *Sufficiency of Gross Revenue.* The City Council finds and determines that, if the conditions set forth in this ordinance for the issuance of the Bonds are satisfied, the Gross Revenue of the Electric Utility will be sufficient, in the judgment of the City Council, to meet all Operation and Maintenance Expenses; to make all necessary repairs, replacements and renewals; and to permit the setting aside from Gross Revenue into the Bond Fund of such amounts as may be required to pay the principal of and interest on the Outstanding Parity Bonds and the Bonds as the same become due. The City Council declares that in fixing the amounts to be paid into the Bond Fund it has exercised due regard for the cost of maintenance and operation of the Electric Utility and the debt service requirements of the Outstanding Parity Bonds, and that it has not obligated the City to set aside and pay into the Bond Fund a greater amount of the Gross Revenue of the Electric Utility than in its judgment will be available for such purpose.

(d) *Refunding.* Chapter 39.53 RCW and other laws of the State authorize the City to adopt and carry out a Refunding Plan. Pursuant to Ordinance No. 30-09, the City previously issued the 2009 Bonds for the purpose of carrying out a plan of additions and betterments to and extensions of the Electric Utility. In Ordinance No. 30-09, the City reserved the right to redeem the 2009 Bonds maturing on or after November 1, 2029 prior to their stated maturity at any time on or after November 1, 2019. In order to realize a debt service savings to the City and its ratepayers, the City Council wishes to refund the 2009 Bonds (the "Refunded Bonds").

(e) *Satisfaction of Parity Bond Test.* As a condition of the issuance of the Bonds authorized herein, the City Council directs the Designated Representative to determine that all conditions set forth in the Parity Bond Test (as those conditions are set forth in the ordinances authorizing the Outstanding Parity Bonds) have been met and satisfied before the Bonds may be issued and delivered to the Purchaser.

(f) *Issuance of Bonds.* Based on the foregoing, the City Council finds that it is in the best interest of the City to issue and sell the Bonds in one or more Series to the respective Purchasers of each Series in a competitive or negotiated sale, pursuant to the terms set forth in the Bond Purchase Contract as approved by the City's Designated Representative consistent with this ordinance.

Section 2.02 Adoption of Plan of Additions. The City specifies, adopts and orders the carrying out of the projects described in Exhibit C as a system or plan of additions and betterments to and extensions of the Electric Utility. The Plan of Additions shall be carried out in accordance with the plans and specifications therefor prepared by the City's engineers and consulting engineers. The City Council may modify the details of the Plan of Additions where in its judgment it appears advisable, if such modifications do not substantially alter the purpose of such system or plan. The cost of the Plan of Additions,

including the cost of issuance and sale of the Bonds, shall be paid from the proceeds of the Bonds and from other money available to the Electric Utility.

### ARTICLE 3 AUTHORIZATION AND ISSUANCE OF BONDS

Section 3.01 Purpose and Authorization of Bonds. For the purpose of providing funds with which: (a) to pay a portion of the cost of the Plan of Additions; (b) to carry out the Refunding Plan; (c) to satisfy the Reserve Requirement (if necessary); and (d) to pay the costs of issuance of the Bonds, including the administrative costs of the refunding, the City shall issue and sell its electric revenue bonds in one or more Series on a tax-exempt or taxable basis in an aggregate principal amount not to exceed \$19,000,000.

Section 3.02 Designated Representative; Description of the Bonds. The Administrative Services Director is appointed as the Designated Representative of the City and is authorized and directed to conduct the sale of the Bonds in the manner and upon the terms deemed most advantageous to the City, and to approve the Bond Sale Terms for the Bonds, with such additional terms and covenants as the Designated Representative deems advisable, within the parameters set forth in Exhibit A, which is attached to this ordinance and incorporated by this reference.

Section 3.03 Parity Certificate. At the time of issuance of the Bonds, the Designated Representative shall cause to be executed and have on file a certificate of coverage as required under the Parity Bond Test.

#### Section 3.04 Form and Execution of Bonds.

(a) *Form of Bonds; Signatures and Seal*. Each Bond shall be prepared in a form consistent with the provisions of this ordinance and State law. Each Bond shall be signed by the Mayor and the City Clerk, either or both of whose signatures may be manual or in facsimile, and the seal of the City or a facsimile reproduction thereof shall be impressed or printed thereon. If any officer whose manual or facsimile signature appears on a Bond ceases to be an officer of the City authorized to sign bonds before the Bond bearing his or her manual or facsimile signature is authenticated by the Bond Registrar, or issued or delivered by the City, that Bond nevertheless may be authenticated, issued and delivered and, when authenticated, issued and delivered, shall be as binding on the City as though that person had continued to be an officer of the City authorized to sign bonds. Any Bond also may be signed on behalf of the City by any person who, on the actual date of signing of the Bond, is an officer of the City authorized to sign bonds, although he or she did not hold the required office on its Issue Date.

(b) *Authentication*. Only a Bond bearing a Certificate of Authentication in substantially the following form, manually signed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this ordinance: "Certificate of Authentication. This Bond is one of the fully registered City of Richland, Washington, Electric Revenue Improvement and Refunding Bonds, [Name of Series]." The authorized signing of a Certificate of Authentication shall be conclusive evidence that the Bond so

authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this ordinance.

Section 3.05 Bond Registrar; Registration and Transfer of Bonds.

(a) *Registration of Bonds; Bond Registrar.* The Bonds shall be issued only in registered form as to both principal and interest and shall be recorded on the Bond Register. The Fiscal Agent is appointed to act as Bond Registrar for each Series of the Bonds, unless otherwise determined by the Designated Representative.

(b) *Transfer and Exchange of Bonds.* The Bond Registrar shall keep, or cause to be kept, sufficient books for the registration and transfer of the Bonds, which shall be open to inspection by the City at all times. The Bond Register shall contain the name and mailing address of the Registered Owner of each Bond and the principal amount and number of each of the Bonds held by each Registered Owner.

The Bond Registrar is authorized, on behalf of the City, to authenticate and deliver Bonds transferred or exchanged in accordance with the provisions of the Bonds and this ordinance, to serve as the City's paying agent for the Bonds and to carry out all of the Bond Registrar's powers and duties under this ordinance and the Registration Ordinance.

The Bond Registrar shall be responsible for its representations contained in the Bond Registrar's Certificate of Authentication on each Bond. The Bond Registrar may become an Owner with the same rights it would have if it were not the Bond Registrar and, to the extent permitted by law, may act as depository for and permit any of its officers or directors to act as members of, or in any other capacity with respect to, any committee formed to protect the rights of Owners.

A Bond surrendered to the Bond Registrar may be exchanged for a Bond or Bonds in any Authorized Denomination of an equal aggregate principal amount and of the same interest rate, Series and maturity. A Bond may be transferred only if endorsed in the manner provided thereon and surrendered to the Bond Registrar. Any exchange or transfer shall be without cost to the Owner or transferee. The Bond Registrar shall not be obligated to exchange any Bond or transfer registered ownership during the period between the applicable Record Date and the next upcoming interest payment or redemption date.

(c) *Securities Depository; Book-Entry Form.* Unless otherwise determined by the Designated Representative, the Bonds initially shall be issued and registered in Book-Entry Form. The Bonds so registered shall be held fully immobilized in Book-Entry Form by the Securities Depository in accordance with the provisions of the Letter of Representations. Registered ownership of a Bond initially held in Book-Entry Form, or any portion thereof, may not be transferred except: (i) to any successor Securities Depository; (ii) to any substitute Securities Depository appointed by the City or such substitute Securities Depository's successor; or (iii) to any person if the Bond is no longer held in Book-Entry Form. Upon the resignation of the Securities Depository from its functions as depository, or upon a determination by the Finance Director to discontinue utilizing the then-current Securities Depository, the Finance Director may appoint a substitute Securities Depository. If the Securities Depository resigns from its functions as depository and no substitute Securities Depository can be obtained, or if the Finance

Director determines not to utilize a Securities Depository, then the Bonds shall no longer be held in Book-Entry Form and ownership may be transferred only as provided herein. Nothing herein shall prevent the Bond Sale Terms from providing that a Series of the Bonds shall be issued in certificated form without utilizing a Securities Depository, and that the Bonds of such Series shall be registered as of their Issue Date in the names of the Owners thereof, in which case ownership may be transferred only as provided herein. Neither the City nor the Bond Registrar shall have any responsibility or obligation to participants of the Securities Depository or the persons for whom they act as nominees with respect to the Bonds regarding the accuracy of any records maintained by the Securities Depository or its participants of any amount in respect of principal of or interest on the Bonds, or any notice which is permitted or required to be given to Registered Owners hereunder (except such notice as is required to be given by the Bond Registrar to the Securities Depository).

(d) *Lost or Stolen Bonds.* In case any Bond shall be lost, stolen or destroyed, the Bond Registrar may authenticate and deliver a new bond or bonds of like amount, date, tenor, and effect to the Registered Owner(s) thereof upon the Registered Owner(s)' paying the expenses and charges of the City in connection therewith and upon filing with the Bond Registrar evidence satisfactory to the Bond Registrar that such bond or bonds were actually lost, stolen or destroyed and of Registered Ownership thereof, and upon furnishing the City with indemnity satisfactory to both.

#### ARTICLE 4.

#### PAYMENT OF BONDS; REDEMPTION PROVISIONS

Section 4.01 Payment of Bonds; Failure to Pay.*Payment.* Principal of and interest on each Bond shall be payable in lawful money of the United States of America on the dates and in the amounts provided in the Bond Purchase Agreement. Principal of and interest on each Bond shall be payable solely out of the Bond Fund. The Bonds shall not be general obligations of the City. No Bonds of any Series shall be subject to acceleration under any circumstances.

(b) *Bonds Held In Book-Entry Form.* Principal of and interest on each Bond held in Book-Entry Form is payable in the manner set forth in the Letter of Representations.

(c) *Bonds Not Held In Book-Entry Form.* Interest on each Bond not held in Book-Entry Form is payable by electronic transfer on the interest payment date, or by check or draft of the Bond Registrar mailed on the interest payment date to the Registered Owner at the address appearing on the Bond Register on the Record Date. However, the City is not required to make electronic transfers except pursuant to a request by a Registered Owner in writing received on or prior to the Record Date and at the sole expense of the Registered Owner. Principal of each Bond not held in Book-Entry Form is payable upon presentation and surrender (unless waived by the City) of the Bond by the Registered Owner to the Bond Registrar.

(d) *Failure To Pay Bonds.* If the principal of any Bond is not paid when the Bond is properly presented at its maturity or date fixed for redemption, the City shall be obligated to pay, solely from the sources pledged herein, interest on that Bond at the same rate provided in the Bond from and after its maturity or date fixed for redemption

until that Bond, both principal and interest, is paid in full or until sufficient money for its payment in full is on deposit in the Bond Fund, or in a trust account established to refund or defease the Bond, and the Bond has been called for payment by giving notice of that call to the Registered Owner.

#### Section 4.02 Redemption and Purchase of Bonds.

(a) *Optional Redemption.* Any of the Bonds may be subject to redemption prior to their stated maturity dates at the option of the City at the times and on the terms set forth in the Bond Purchase Agreement.

(b) *Mandatory Redemption.* Any of the Bonds may be designated as Term Bonds, subject to mandatory redemption on the dates and in the amounts as set forth in the Bond Purchase Agreement. If not redeemed or purchased at the City's option prior to maturity, Term Bonds (if any) must be redeemed, at a price equal to one hundred percent of the principal amount to be redeemed, plus accrued interest, on the dates and in the years and amounts set forth in the Bond Purchase Agreement. If the City optionally redeems or purchases a Term Bond prior to maturity, the principal amount of that Term Bond that is so redeemed or purchased (irrespective of its redemption or purchase price) shall be credited against the remaining mandatory redemption requirements for that Term Bond in the manner as directed by the Finance Director. In the absence of direction by the Finance Director, credit shall be allocated to the remaining mandatory redemption requirements for that Term Bond on a *pro rata* basis.

(c) *Extraordinary Redemption.* Any of the Bonds may be subject to extraordinary optional or extraordinary mandatory redemption prior to maturity upon the occurrence of an extraordinary event at the prices, in the principal amounts, and on the dates, all as set forth in the Bond Purchase Agreement.

(d) *Purchase of Bonds.* The City reserves the right to purchase any or all of the Bonds available for purchase at any time at any price acceptable to the City plus accrued interest to the date of purchase.

(e) *Selection of Bonds for Redemption; Partial Redemption.* If fewer than all of the outstanding Bonds of any Series are to be redeemed at the option of the City, the Finance Director shall select the Series and maturity or maturities to be redeemed. If less than all of the principal amount of a maturity of the selected Series is to be redeemed, if such Series is held in Book-Entry Form, the portion of such maturity to be redeemed shall be selected for redemption by the Securities Depository in accordance with the Letter of Representations, and if the Series is not then held in Book-Entry Form, the portion of such maturity to be redeemed shall be selected by the Bond Registrar using such method of random selection as the Bond Registrar shall determine. All or a portion of the principal amount of any Bond that is to be redeemed may be redeemed in any applicable Authorized Denomination. If less than all of the outstanding principal amount of any Bond is redeemed, upon surrender of that Bond to the Bond Registrar there shall be issued to the Registered Owner, without charge, a new Bond (or Bonds, at the option of the Registered Owner) of the same Series, seniority, maturity, and interest rate in any Authorized Denomination in the aggregate principal amount to remain outstanding.

#### Section 4.01 Notice of Redemption; Rescission of Notice.

(a) *Notice of Redemption.* Unless otherwise set forth in the Bond Purchase Agreement, the City must cause notice of any intended redemption of Bonds to be given not less than 20 nor more than 60 days prior to the date fixed for redemption by first-class mail, postage prepaid, to the Registered Owner of any Bond to be redeemed at the address appearing on the Bond Register on the Record Date, and the requirements of this sentence shall be deemed to have been fulfilled when notice has been mailed as so provided, whether or not it is actually received by the Owner of any Bond. In addition, the redemption notice shall be mailed or sent electronically within the same period to the MSRB (if required under the Continuing Disclosure Agreement), to each Rating Agency, and to such other persons and with such additional information as the Finance Director shall determine, but these additional mailings shall not be a condition precedent to the redemption of any Bond. Notwithstanding the foregoing, notice of redemption of any Bond held in Book-Entry Form shall be given in accordance with the Letter of Representations.

(b) *Rescission of Optional Redemption Notice.* In the case of an optional redemption or an extraordinary redemption, the notice of redemption may state that the City retains the right to rescind the redemption notice and the redemption by giving a notice of rescission to the affected Registered Owners at any time on or prior to the date fixed for redemption. Any notice of optional redemption that is so rescinded shall be of no effect, and each Bond for which a notice of redemption has been rescinded shall remain outstanding.

(c) *Effect of Redemption.* Interest on each Bond called for redemption shall cease to accrue on the date fixed for redemption, unless either the notice of optional redemption is rescinded as set forth above, or money sufficient to effect such redemption is not on deposit in the Bond Fund or in a trust account established to refund or defease the Bond.

## ARTICLE 5 SECURITY FOR THE BONDS

Section 5.01 Security for the Bonds. The Bonds shall be designated as Parity Bonds and shall be a special limited obligation of the City payable from and secured solely by the Net Revenue of the Electric Utility and by money in the Principal and Interest Account of the Bond Fund. The Bonds are additionally designated as Common Reserve Bonds, and are further secured by money in the Common Reserve Subaccounts. The Net Revenue is pledged to make the payments into the Bond Fund and the Reserve Account, if any, required by Section 5.02, which pledge shall constitute a lien and charge upon such Net Revenue prior and superior to all other charges whatsoever. Each Series of the Bonds designated as Parity Bonds shall be issued on parity with the Outstanding Parity Bonds and all Future Parity Bonds, without regard to date of issuance or authorization and without preference or priority of right or lien. The Bonds shall not constitute general obligations of the City, the State or any political subdivision of the State or a charge upon any general fund or upon any money or other property of the City, the State or any political subdivision of the State not specifically pledged by this ordinance.

Section 5.02 Priority Expenditure of Gross Revenue; Flow of Funds. The City covenants and agrees with the owner of each Bond that it will deposit all Gross Revenue

of the Electric Utility into the Electric Fund as collected, and will use, pay out and distribute the Gross Revenue of the Electric Utility in the following order of priority:

- (a) To pay Operation and Maintenance Expenses;
- (b) To meet the debt service requirements with respect to, first, the interest due on and, then, the principal of the Parity Bonds by making the required payments into the Principal and Interest Account;
- (c) To make the required payments, if any, into the Common Reserve Subaccount (including amounts required to repay any draws upon a Reserve Security) and into any other account or subaccount in the Bond Fund; and
- (d) For any of the following purposes, without priority: to meet the debt service requirements with respect to any Subordinate Bonds; to redeem and retire any then Outstanding electric revenue bonds or to purchase any or all of those bonds and obligations in the open market as provided in the ordinance authorizing their issuance; to make necessary betterments and replacements of or repairs, additions or extensions to the Electric Utility; to make deposits into the Rate Stabilization Account; or for any other lawful Electric Utility purpose.

#### Section 5.03 The Bond Fund.

(a) *Bond Fund Established.* The Bond Fund was created by the City pursuant to Ordinance No. 17-85 for the purpose of paying and securing the payment of principal of and interest on the Parity Bonds as the same becomes due and payable. The Bond Fund is divided into two subaccounts, the Principal and Interest Account and the Reserve Account. The Finance Director may create sinking fund subaccounts or other accounts or subaccounts in the Bond Fund for paying or securing the payment of Parity Bonds, as long as the maintenance of such subaccounts does not conflict with the rights of the owners of any Parity Bonds then Outstanding.

(b) *Principal and Interest Account.* The Parity Bonds, including the Bonds, are payable (including principal, mandatory redemption requirements, redemption premium, if any, and interest) out of the Principal and Interest Account.

(c) *The Reserve Account.* The Reserve Account has been previously created for the purpose of securing the payment of the principal of and interest on all Parity Bonds. Except for withdrawals authorized in this section, the money held in those subaccounts within the Reserve Account that is necessary to satisfy the respective Reserve Requirements for each series of Parity Bonds shall otherwise be held intact. Any deficiency created by reason of such a withdrawal shall be made up from the Net Revenue first available after making necessary provision for the required payments into the Principal and Interest Account. However, to the extent required under the applicable Reserve Security policy, the Reserve Insurer with respect to a Reserve Security that has been drawn upon shall be reimbursed first, before available cash is used to restore the remaining balance of the respective Reserve Requirements. Amounts on deposit in the Reserve Account (or any subaccount therein) that are determined to be in excess of the Reserve Requirement shall be deposited in the Principal and Interest Account or into a Rebate Account, to the extent required under the Code. The City reserves the right to substitute one or more Reserve Securities for money previously deposited in the Common

Reserve Subaccount and to withdraw such excess as described in the preceding sentence.

(d) *Reserve Subaccounts.* The City has previously created subaccounts in the Reserve Account in respect of the 2013A Bonds, the 2013B Bonds, the 2015 Bonds, and the 2018 Bonds. Each of these subaccounts is hereby designated as a Common Reserve Subaccount. The Reserve Requirement and the Reserve Subaccount for the Bonds are provided for in subsection (e), below.

In the ordinance authorizing the issuance of any series of Future Parity Bonds, the City shall: (1) determine whether such series is to be designated as a series of Common Reserve Bonds or is to be secured by a standalone Reserve Subaccount or no reserve subaccount, ***provided that, until the redemption or defeasance of the 2013A Bonds, the 2013B Bonds and the 2015 Bonds, each such Reserve Subaccount shall be designated as a Common Reserve Subaccount and, thereafter, such Reserve Subaccount may either: (i) remain a Common Reserve Subaccount; or (ii) become a standalone reserve for which the applicable Reserve Requirement may then be recalculated, reduced or eliminated, as set forth in the authorizing ordinance;*** (2) establish the Reserve Requirement (if any) for that series of Future Parity Bonds, and (3) covenant to maintain such subaccounts within the Reserve Account as may be necessary to satisfy that future Reserve Requirement.

The Common Reserve Subaccounts shall ratably secure the Common Reserve Bonds. If the money in the Principal and Interest Account is insufficient to meet required payments of either interest on or principal of any Common Reserve Bonds, such deficiency shall be made up by the withdrawal of money (or proceeds of Reserve Securities, if available) from the Common Reserve Subaccounts. Any withdrawals from the Common Reserve Subaccounts shall be made on a *pro rata* basis, except when the terms of a Reserve Security require all cash and investments in the Common Reserve Subaccount to be withdrawn before any draw or claim is made on the Reserve Security, or unless the City receives an opinion of Bond Counsel to the effect that such *pro rata* withdrawal is not required to maintain the federal tax benefits (if any) of any then-Outstanding Common Reserve Bonds issued as tax-exempt Bonds or Tax Credit Subsidy Bonds. If multiple Reserve Securities are on deposit in the Common Reserve Subaccounts, draws on such Reserve Securities shall be made on a *pro rata* basis.

(e) *The 2019 Reserve Requirement and 2019 Reserve Subaccount.* On the Issue Date, the Finance Director shall create one or more 2019 Reserve Subaccounts, which shall be designated as a Common Reserve Subaccount, and shall cause to be deposited therein an amount which will equal the Reserve Requirement for the Bonds (if any), which shall be funded by any combination of the following methods: (1) in cash deposited on the Issue Date; (2) in cash deposited in approximately equal monthly installments which shall be accumulated by no later than five years from the Issue Date; or (3) by the deposit of one or more Reserve Securities, the face amount of which, together with any cash amount deposited therein, is equal to the Reserve Requirement for the Bonds, if any. The Designated Representative shall determine the Reserve Requirement for each Series of Bonds as of its Issue Date, which shall be set forth in the applicable Bond Purchase Agreement and, as to any Series issued as Tax-Exempt Bonds or Tax Credit Subsidy Bonds, shall be an amount equal to no greater than the Tax



Maximum. For so long as the Series remains designated as Common Reserve Bonds the Reserve Requirement shall not be set at a level that would cause the Common Reserve Requirement to exceed the Tax Maximum.

Section 5.04 Required Payments Into the Bond Fund; Investment of Money in the Bond Fund.

(a) *Required Payments Into the Bond Fund.* The City covenants to set aside and pay into the Bond Fund out of the Net Revenue, a fixed amount without regard to any fixed proportion, as follows:

(1) Into the Principal and Interest Account, on or before each debt service payment date, an amount sufficient (together with other money then on deposit, including investment earnings retained therein) to pay the principal and interest to become due on the Parity Bonds (including required amounts for mandatory redemption of Term Bonds) on that debt service payment date.

(2) Into the Reserve Account, such amounts as may be required (if any) to be deposited to the subaccounts therein to satisfy the Reserve Requirements for the Parity Bonds, as set forth in Section 5.03.

When the total amount on deposit in the Bond Fund shall equal the total amount of principal and interest for all Parity Bonds then Outstanding to the last maturity thereof, no further payment need be made into the Bond Fund and the amounts in the Reserve Account shall be deposited in the Principal and Interest Account to be applied against the last Parity Bonds Outstanding.

(b) *Failure to Make Payments Into the Bond Fund.* If the City fails to set aside and pay into the Bond Fund the amounts set forth above, or fails to pay the principal of and interest on the Bonds when due, in accordance with this ordinance, the owner of any of the Outstanding Parity Bonds may bring action against the City to compel the setting aside and payment of the amounts required.

(c) *Investment of Money in Bond Fund.* Money in the Bond Fund shall, to the fullest extent practicable and reasonable, be invested and reinvested at the direction of the Finance Director solely in, and obligations deposited in such accounts shall consist of, Permitted Investments. Earnings on money and investments in the Principal and Interest Account shall be deposited in and used for the purposes of that fund. Earnings on money and investments in the Reserve Account (and the subaccounts therein) shall be retained in such account or subaccount and credited against amounts required to be deposited therein until the applicable Reserve Requirement is met, and thereafter such earnings shall be deposited in the Principal and Interest Account. In no event shall any money in the Bond Fund or any other money reasonably expected to be used to pay principal of and/or interest on the Bonds be invested at a yield or used in any manner which would cause the Bonds to be arbitrage bonds within the meaning of Section 148 of the Code and applicable regulations thereunder. Any earnings that are subject to a federal tax or rebate requirement may be withdrawn from the Bond Fund for deposit in a Rebate Account as described in Section 7.02.

ARTICLE 6  
USE OF BOND PROCEEDS; REFUNDING PLAN

Section 6.01 Disposition and Use of Bond Proceeds.

(a) *New Money Proceeds.* On the Issue Date, the proceeds of the Bonds that are allocated to the financing of the Plan of Additions shall be deposited in the appropriate accounts of the Electric Utility Fund designated by the Finance Director to pay costs of carrying out the Plan of Additions. If required and as determined by the Designated Representative, proceeds of the Bonds may be deposited in the 2019 Reserve Subaccount for that Series and/or used to purchase a Reserve Security to satisfy the Reserve Requirement for the Bonds.

(b) *Refunding Proceeds.* On the Issue Date, the proceeds of the Bonds allocated to the Refunding Plan shall be deposited with the Refunding Trustee in accordance with Section 6.02.

(c) *Costs of Issuance.* Bond proceeds to be used to pay costs of issuance may be deposited with the Refunding Trustee or may be held in such accounts within the City as the Finance Director may determine pending their use to pay costs of issuance.

Section 6.02 Refunding of Refunded Bonds.

(a) *Appointment of Refunding Trustee.* The Designated Representative is authorized and directed to appoint a financial institution to serve as Refunding Trustee and to perform the duties of Refunding Trustee under this ordinance.

(b) *Use of Bond Proceeds for Refunding Plan; Acquisition of Acquired Obligations.* On the Issue Date, proceeds of the sale of the Bonds, together with the City Contribution, if any, shall be deposited with the Refunding Trustee and used to discharge the obligations of the City relating to the Refunded Bonds by carrying out the Refunding Plan in accordance with the Refunding Trust Agreement. To the extent practicable, such obligations shall be discharged fully by the Refunding Trustee's simultaneous purchase of the Acquired Obligations, bearing such interest and maturing as to principal and interest in such amounts and at such times so as to provide, together with a beginning cash balance, if necessary, for the payment of the amount required to be paid by the Refunding Plan. The Acquired Obligations shall be listed and more particularly described in a schedule attached to the Refunding Trust Agreement, but are subject to substitution as set forth below. Any Bond proceeds or other money deposited with the Refunding Trustee and not needed to carry out the Refunding Plan shall be returned to the City for deposit in the Principal and Interest Account to pay interest on the relevant Series of the Bonds on the next upcoming interest payment date.

(c) *Substitution of Acquired Obligations.* The City reserves the right at any time to substitute cash or other direct, noncallable obligations of the United States of America ("Substitute Obligations") for any of the Acquired Obligations if the City obtains: (1) an opinion of Bond Counsel to the effect that the interest on the Bonds and the Refunded Bonds will remain excluded from gross income for federal income tax purposes under Sections 103, 148 and 149(d) of the Code; and (2) a verification by a nationally recognized independent certified public accounting firm that such substitution will not impair the timely

payment of the amounts required to be paid by the Refunding Plan. Any surplus money resulting from the sale, transfer, other disposition or redemption of the Acquired Obligations and the substitutions therefor shall be released from the trust estate and transferred to the City to be used for any lawful purpose.

(d) *Refunding Trust Agreement; Administration of Refunding Plan.* The Designated Representative is authorized and directed to execute a Refunding Trust Agreement setting forth the duties, obligations and responsibilities of the Refunding Trustee in connection with carrying out the Refunding Plan. The Refunding Trust Agreement shall, among other things, authorize and direct the Refunding Trustee to purchase the Acquired Obligations (or Substitute Obligations) and to make the payments required to be made by the Refunding Plan. All Acquired Obligations (or Substitute Obligations) and the money deposited with the Refunding Trustee and any income therefrom shall be held irrevocably, invested and applied in accordance with the provisions of the Refunded Bond Ordinance, this ordinance, chapter 39.53 RCW and other applicable State law. All administrative costs (including without limitation all necessary and proper fees, compensation, and expenses of the Refunding Trustee for the Bonds and all other costs incidental to the setting up of the escrow to accomplish the Refunding Plan) and costs of issuance of the Bonds may be paid out of the amounts deposited with the Refunding Trustee, in accordance with the Refunding Trust Agreement.

(e) *Call for Redemption of the Refunded Bonds.* The Designated Representative is authorized to call the Refunded Bonds for redemption on the Redemption Date at par, plus accrued interest. Such call for redemption shall identify the Refunded Bonds, the maturity dates, the Redemption Date and redemption price (expressed as a percentage of par, plus accrued interest), and shall be irrevocable after the Bonds are delivered to the Purchaser. The Designated Representative is authorized and directed to give or cause to be given such notices as required, at the times and in the manner required, pursuant to the Refunded Bond Ordinance, and to take all other actions necessary to effect the redemption of the Refunded Bonds on their applicable Redemption Dates.

Section 6.03 Parameters for Approving the Refunding; Minimum Savings. Prior to approving the Bond Sale Terms for the Bonds allocable to the Refunding Plan, the Designated Representative must determine that conditions set forth in item (i)(3) of the parameters set forth in Exhibit A have been (or as of the Issue Date will have been) met or satisfied.

## ARTICLE 7 BOND COVENANTS; FUTURE PARITY BONDS

Section 7.01 Bond Covenants. The City covenants and agrees with the Owner of each Bond at any time Outstanding, as follows:

(a) It will establish, maintain and collect rates and charges sufficient to meet the Coverage Requirement.

(b) It will at all times maintain and keep the Electric Utility in good repair, working order and condition, and also will at all times operate that utility, and the business in connection therewith, in an efficient manner and at a reasonable cost.

(c) It will not sell, lease, mortgage, or in any manner encumber or dispose of all, or substantially all, of the property of the Electric Utility unless provision is made for the payment into the Bond Fund of sums sufficient to pay the principal of and interest on the Parity Bonds then Outstanding. Furthermore, it will not sell, lease, mortgage, or in any manner encumber or dispose of, in any year, more than 5% of the property of the Electric Utility that is used, useful and material to the operation thereof, unless provision is made for replacement thereof, or for payment into the Bond Fund of the total amount of the proceeds of such sales, leases, mortgages, encumbrances or dispositions. Any such money so paid into the Bond Fund shall be used to retire the Parity Bonds then Outstanding at the earliest possible date. In addition, it will not contract with another entity operating an electric utility to surrender any substantial territory which the Electric Utility serves or plans to serve with electricity without replacing the Gross Revenue received, or expected to be received, from that territory with revenue from another source or other equivalent compensation.

(d) It will, while any of the Bonds remain Outstanding, keep proper and separate accounts and records in which complete and separate entries shall be made of all transactions relating to the Electric Utility, and it will furnish, at the written request of the owners of \$1,000,000 in Outstanding principal amount of the Bonds, complete operating and income statements of the Electric Utility in reasonable detail covering any calendar year not more than 90 days after the close of such calendar year. Upon request of any owner or owners of any of the Bonds, it will also furnish to such owner or owners a copy of the most recently completed audit of the City's accounts by the State Auditor of Washington, or such other audit as is authorized by law in lieu thereof.

(e) Except to aid the poor and infirm consistent with the state constitution, it will not furnish municipal electric service to any customer (including the City) whatsoever free of charge and will promptly take legal action to enforce collection of all delinquent accounts.

(f) It will carry the type of insurance on its Electric Utility property in the amounts normally carried by private electric utility companies engaged in the operation of electric utility systems, or in the alternative, it may self-insure or, through an association of other municipalities, insure such property in similar amounts. The cost of such insurance or self-insurance shall be considered part of Operation and Maintenance Expenses of the Electric Utility.

(g) It will pay, out of Gross Revenue, all Operation and Maintenance Expenses and the debt service requirements of the Parity Bonds, and will otherwise meet the obligations of the City as herein set forth.

(h) It will not permit or enter into any obligation which is to have a prior or equal claim or lien on the Net Revenue of the Electric Utility except as permitted in Section 7.05 of this ordinance and in compliance with the Parity Bond Test.

Section 7.02 Rebate Account. The Finance Director is authorized to establish and maintain a special fund or account for the purpose of complying with the covenants set forth in Section 8.01(a) relating to arbitrage rebate requirements. All earnings from the investment of Tax-Exempt Bond proceeds, or money treated as Tax-Exempt Bond proceeds under the Code, including money in the Common Reserve Subaccount and allocated to a Tax-Exempt Series of Bonds, in excess of the earnings invested at the yield on such Bonds determined under the Code, shall be deposited in such fund or account, and any earnings therefrom shall be retained therein until required by the Code to be paid to the United States government or until it shall be determined that such money is not required to be so paid. Such fund or account shall be a trust fund established for the benefit of the United States government.

Section 7.03 Rate Stabilization Account. The Finance Director may, at any time consistent with the flow of funds set forth in Section 5.02 of this ordinance, deposit Net Revenue (and any other available money of the City, excluding principal proceeds of any Future Parity Bonds or other borrowing) into the Rate Stabilization Account. The City may, upon authorization by ordinance, at any time withdraw money from the Rate Stabilization Account for inclusion in the Adjusted Net Revenue for the current Fiscal Year, except that the total amount withdrawn from the Rate Stabilization Account in any Fiscal Year may not exceed an amount equal to the total debt service of the Electric Utility in that year. Such deposits or withdrawals may be made up to and including the date 90 days after the end of the Fiscal Year for which the deposit or withdrawal will be included as Adjusted Net Revenue. Earnings from investments in the Rate Stabilization Account shall be retained in that account and shall not be included as Net Revenue unless and until withdrawn from that account as provided herein. The City may deposit earnings from investments in the Rate Stabilization Account into any Electric Utility fund or account as authorized by ordinance, and such deposits shall be included as Adjusted Net Revenue in the year of deposit. No deposit of Net Revenue shall be made into the Rate Stabilization Account to the extent that such deposit would prevent the City from meeting the Coverage Requirement in the relevant Fiscal Year.

Section 7.04 Contract Resource Obligations. The City may at any time enter into one or more Contract Resource Obligations for the acquisition, from facilities to be constructed, of electric energy supply, transmission or other commodity or service relating to the Electric Utility. The City may determine that, and may agree under a Contract Resource Obligation to provide that, all payments under that Contract Resource Obligation (including payments prior to the time that electric energy supply or transmission or other commodity or service is being provided, or during a suspension or after termination of supply or service) shall be Operation and Maintenance Expenses if the payments required to be made under the Contract Resource Obligation are not subject to acceleration and the following additional requirements are met at the time such a Contract Resource Obligation is entered into or is deemed to be a Contract Resource Obligation hereunder:

(a) No event of default has occurred and is continuing under the terms of any debt obligation of the City in respect of the Electric Utility; and

(b) There shall be on file a certificate of an independent licensed professional engineer or engineering firm stating that in his, her or its professional opinion:

(1) the payments to be made by the City in connection with the Contract Resource Obligation are reasonable for the supply or transmission rendered;

(2) the source of any new supply, and any facilities to be constructed to provide the supply or transmission, are sound from an electric energy or other commodity supply or transmission planning standpoint, are technically and economically feasible in accordance with prudent utility practice, and are likely to provide supply or transmission no later than a date set forth in the independent licensed professional engineer's certification; and

(3) the Net Revenue of the Electric Utility will be sufficient to meet the Coverage Requirement for each of the five Fiscal Years following the year in which the Contract Resource Obligation is incurred, where the calculation of Net Revenue: (i) takes into account the adjustments to Gross Revenue permitted under the Parity Bond Test; and (ii) adjusts the Operation of Maintenance Expenses by the independent licensed professional engineer's estimate of the payments to be made in accordance with the Contract Resource Obligation.

Nothing in this section shall prevent the City from entering into other agreements for the acquisition of electric energy supply, transmission or other commodity or service relating to the Electric Utility from existing facilities and from treating those payments as Operation and Maintenance Expenses. Nothing in this section shall prevent the City from entering into other agreements for the acquisition of electric energy supply, transmission or other commodity or service from facilities to be constructed and from agreeing to make payments with respect thereto, such payments constituting a lien and charge on the Net Revenue of the Electric Utility subordinate to that of the Parity Bonds.

Section 7.05 Future Parity Bonds; Subordinate Bonds. The City covenants with the owner of each of the Bonds for as long as any of the same are Outstanding that it will not create any special fund or funds for the payment of the principal of and interest on any additional electric revenue bonds or incur any other obligation that will have any priority over the payments that are required by this ordinance to be made into the Bond Fund out of the Net Revenue. With respect to Future Parity Bonds, the City covenants that it will issue Future Parity Bonds only if the Parity Bond Test is met and complied with at the time of issuance of such Future Parity Bonds. If the Parity Bond Test is met and complied with at the time of the issuance of such Future Parity Bonds, then payments into the Bond Fund with respect to such Future Parity Bonds shall rank equally with the payments out of the Net Revenue required to be made into the Bond Fund by the ordinances authorizing the issuance of Outstanding Parity Bonds and this ordinance. Nothing in this ordinance shall prevent the City from issuing Subordinate Bonds.

ARTICLE 8  
FEDERAL TAX AND DISCLOSURE MATTERS.

Section 8.01 Federal Tax Matters. The Bonds and Bond Purchase Agreement of each Series may include such additional terms and covenants relating to federal tax matters as the Designated Representative deems necessary or appropriate, including the following:

(a) *Tax-Exempt Bonds*. For each Series of the Bonds issued as Tax-Exempt Bonds, the City covenants that it will take all actions that are reasonably within its power and necessary to prevent interest on that Series from being included in gross income for federal income tax purposes. The City further covenants that it will neither take any action nor make or permit any use of gross proceeds of that Series (or other funds of the City treated as gross proceeds of that Series) at any time during the term of such Series that will cause interest on such Series to be included in gross income for federal income tax purposes. The City also covenants that, to the extent the arbitrage rebate requirement of Section 148 of the Code is applicable to any Series issued as Tax-Exempt Bonds, it will take all actions necessary to comply (or to be treated as having complied) with that requirement in connection with that Series (including the calculation and payment of any penalties that the City may elect to pay as an alternative to calculating rebatable arbitrage and the payment of any other penalties if required under Section 148 of the Code) to prevent interest on such Series from being included in gross income for federal income tax purposes.

(b) *Taxable Bonds; Tax Credit Subsidy Bonds*. For each Series of the Bonds issued as Taxable bonds or as Tax Credit Subsidy Bonds, if any, the Designated Representative is authorized to make provision in the Bonds and related documents, to execute additional written agreements, and to make additional covenants on behalf of the City, all as he or she may deem necessary or appropriate in order to obtain, maintain, and administer such tax status. In the case of Tax Credit Subsidy Bonds, such additional covenants and agreement may include (without limiting the generality of the foregoing) those necessary in order for the City: (i) to receive from the United States Treasury the applicable Tax Credit Subsidy Payments in respect of such Tax Credit Subsidy Bonds; and (ii) to ensure that such Series otherwise become and remain eligible for tax benefits under the Code.

(b) *Post-Issuance Compliance*. The Finance Director is authorized and directed to review and update the City's written procedures to facilitate compliance by the City with the covenants in this ordinance and the applicable requirements of the Code that must be satisfied after the Issue Date to prevent interest on the Bonds from being included in gross income for federal tax purposes.

Section 8.02 Official Statement; Continuing Disclosure.

(a) *Preliminary Official Statement*. The Designated Representative and other appropriate City officials are directed to cause the preparation of and review the form of a preliminary Official Statement in connection with each sale of one or more Series to the public. For the sole purpose of an underwriter's compliance with paragraph (b)(1) of Rule 15c2-12, if applicable, the Designated Representative is authorized to deem that

preliminary Official Statement final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12. The City approves the distribution to potential purchasers of the Bonds of a preliminary Official Statement that has been deemed final in accordance with this subsection.

(b) *Final Official Statement.* The City approves the preparation of a final Official Statement for the Bonds to be sold to the public in the form of the preliminary Official Statement that has been deemed final in accordance with subsection (a), with such modifications and amendments as the Designated Representative deems necessary or desirable, and further authorizes the Designated Representative to execute and deliver such final Official Statement to the Purchaser, if required under Rule 15c2-12. The City authorizes and approves the distribution by the Purchaser of the final Official Statement so executed and delivered to purchasers and potential purchasers of the Bonds.

(c) *Agreement to Provide Continuing Disclosure.* If necessary to meet the requirements of paragraph (b)(5) of Rule 15c2-12, as applicable to the Purchaser acting as a participating underwriter for the Bonds, the Designated Representative is authorized to execute a written undertaking to provide continuing disclosure for the benefit of holders of the Bonds (the "Continuing Disclosure Agreement") in substantially the form attached as Exhibit D.

## ARTICLE 9 AMENDMENTS; DEFAULTS AND REMEDIES

Section 9.01 Amendatory Ordinances. This ordinance shall not be modified or amended in any respect subsequent to the initial issuance of the Bonds, except as provided in and in accordance with and subject to the provisions of this section. Ordinances authorizing the issuance of Future Parity Bonds shall not be deemed to be supplemental or amendatory ordinances described in this section.

(a) *Amendments Not Requiring Consent.* The City may from time to time and at any time, without the consent of or notice to the Registered Owners of the Parity Bonds at the time Outstanding, pass amendatory ordinances as set forth below. Before the City shall pass any such amendatory ordinance pursuant to this subsection (b), there shall have been delivered to the City an opinion of Bond Counsel, stating that such amendatory ordinance is authorized or permitted by this ordinance and will, upon the execution and delivery thereof, be valid and binding upon the City in accordance with its terms and will not adversely affect the exemption from federal income taxation of interest on any Parity Bonds issued as tax-exempt bonds.

(1) to cure any formal defect, omission, inconsistency or ambiguity in this ordinance in a manner not adverse to the Owner of any Parity Bond;

(2) to impose upon the Bond Registrar (with its consent) for the benefit of the Owners of the Bonds any additional rights, remedies, powers, authority, security, liabilities or duties which may lawfully be granted, conferred or imposed and which are not contrary to or inconsistent with this ordinance as theretofore in effect;



(3) to add to the covenants and agreements of, and limitations and restrictions upon, the City in this ordinance other covenants, agreements, limitations and restrictions to be observed by the City which are not contrary to or inconsistent with this ordinance as theretofore in effect;

(4) to confirm, as further assurance, any pledge under, and to subject to any claim, lien or pledge created or to be created by, this ordinance any other money, securities or funds;

(5) to authorize different denominations of the Bonds and to make correlative amendments and modifications to this ordinance regarding exchangeability of Outstanding Bonds of different authorized denominations, redemptions of portions of Bonds of particular authorized denominations and similar amendments and modifications of a technical nature; and

(6) to modify, alter, amend or supplement this ordinance in any other respect which is not materially adverse to the Owners of the Parity Bonds at the time Outstanding, and which does not involve a change described in subsection (c) of this section.

(b) *Amendments Requiring Supermajority Consent.* In addition to an amendatory ordinance passed pursuant to subsection (b) above, the Registered Owners of not less than 60% in aggregate principal amount of Parity Bonds then Outstanding shall have the right from time to time to consent to and approve the passage by the City of any amendatory ordinance deemed necessary or desirable by the City Council for the purpose of amending or supplementing, in any particular, any of the terms or provisions contained in this ordinance, as follows:

(1) Prior to passage of the proposed amendatory ordinance, the City shall cause notice of the proposed amendatory ordinance to be given by first class United States mail to all Registered Owners of the Parity Bonds then Outstanding, to any Bond Insurer providing a bond insurance policy then in effect with respect to an issue of Parity Bonds, to the extent required under such policy, and each Rating Agency. Such notice shall briefly set forth the nature of the proposed amendatory ordinance and shall state that a copy thereof is on file at the office of the City Clerk for inspection by all Registered Owners of the Outstanding Bonds.

(2) Within two years after the date of the mailing of such notice, the City may pass such amendatory ordinance in substantially the form described in such notice, but only if there shall have first been delivered to the Bond Registrar (i) the required consents, in writing, of the Registered Owners of the Bonds, and (ii) an opinion of Bond Counsel stating that such amendatory ordinance is authorized or permitted by this ordinance and, upon the execution and delivery thereof, will be valid and binding upon the City in accordance with its terms and will not adversely affect the exemption from federal income taxation of the interest on the Bonds.

(3) If Registered Owners of not less than 60% of Parity Bonds then Outstanding have consented to the passage of the amendatory ordinance as herein provided, no owner of the Bonds shall have any right to object to the passage of such amendatory ordinance, or to object to any of the terms and provisions contained therein or the operation thereof, or in any manner to question the propriety of the adoption thereof, or to enjoin or restrain the City from passing the same or from taking any action pursuant thereto.

(c) *Amendments Requiring Unanimous Consent.* Nothing contained in this section shall permit, or be construed as permitting, except upon consent of all of the Registered Owners of the Parity Bonds then Outstanding: (i) a change in the times, amounts or currency of payment of the principal of or interest on any Parity Bond then Outstanding, or a reduction in the principal amount or redemption price of any Parity Bond then Outstanding, or a change in the method of redemption or redemption price of any Parity Bond then Outstanding, or a change in the method of determining the rate of interest thereon; (ii) a preference or priority of any bond or bonds over any other bond or bonds; or (iii) a reduction in the aggregate principal amount of Parity Bonds.

(d) *Effect of Amendment.* Upon the passage of any amendatory ordinance pursuant to the provisions of this section, this ordinance shall be, and be deemed to be, modified and amended in accordance therewith, and the respective rights, duties and obligations under this ordinance of the City and all Registered Owners of Bonds then Outstanding shall thereafter be determined, exercised and enforced under this ordinance subject in all respects to such amendments.

**Section 9.02 Defaults and Remedies. *The following Section 9.02 shall go into effect upon the redemption, refunding or defeasance of all of the 2013A Bonds, 2013B Bonds and 2015 Bonds:***

(a) Events of Default. *The following shall constitute "Events of Default" with respect to the Bonds:*

(1) *If a default is made in the payment of the principal of or interest on any of the Bonds when the same shall become due and payable; or*

(2) *If the City defaults in the observance and performance of any other of the covenants, conditions and agreements on the part of the City set forth in this ordinance or any covenants, conditions or agreements on the part of the City contained in any Parity Bond authorizing ordinance and such default or defaults have continued for a period of six months after they have received from the Bondowners' Trustee (as defined below) or from the registered owners of not less than 25% in principal amount of the Parity Bonds, a written notice specifying and demanding the cure of such default. However, if the default in the observance and performance of any other of the covenants, conditions and agreements is one which cannot be completely remedied within the six months after written notice has been given, it shall not be an Event of Default with respect to the Bonds as long*

*as the City has taken active steps within 90 days after written notice has been given to remedy the default and is diligently pursuing such remedy.*

*(3) If the City files a petition in bankruptcy or is placed in receivership under any state or federal bankruptcy or insolvency law.*

*(b) Bondowners' Trustee. So long as such Event of Default has not been remedied, a bondowners' trustee (the "Bondowners' Trustee") may be appointed by the registered owners of 25% in principal amount of the Parity Bonds then outstanding, by an instrument or concurrent instruments in writing signed and acknowledged by such registered owners of the Parity Bonds or by their attorneys-in-fact duly authorized and delivered to such Bondowners' Trustee, notification thereof being given to the City. That appointment shall become effective immediately upon acceptance thereof by the Bondowners' Trustee. Any Bondowners' Trustee appointed under the provisions of this section shall be a bank or trust company organized under the laws of the State of Washington or the State of New York or a national banking association. The bank or trust company acting as Bondowners' Trustee may be removed at any time, and a successor Bondowners' Trustee may be appointed, by the registered owners of a majority in principal amount of the Parity Bonds, by an instrument or concurrent instruments in writing signed and acknowledged by such registered owners of the Bonds or by their attorneys-in-fact duly authorized. The Bondowners' Trustee may require such security and indemnity as may be reasonable against the costs, expenses and liabilities that may be incurred in the performance of its duties. If any Event of Default is, in the sole judgment of the Bondowners' Trustee, cured and the Bondowners' Trustee furnishes to the City a certificate so stating, that Event of Default shall be conclusively deemed to be cured and the City, the Bondowners' Trustee and the registered owners of the Parity Bonds shall be restored to the same rights and position which they would have held if no Event of Default had occurred. The Bondowners' Trustee appointed in the manner herein provided, and each successor thereto, is declared to be a trustee for the registered owners of all the Parity Bonds and is empowered to exercise all the rights and powers herein conferred on the Bondowners' Trustee.*

*(c) Suits at Law or in Equity. Upon the happening of an Event of Default and during the continuance thereof, the Bondowners' Trustee may (and, upon the written request of the registered owners of not less than 25% in principal amount of the Parity Bonds outstanding, must) take such steps and institute such suits, actions or other proceedings, all as it may deem appropriate for the protection and enforcement of the rights of the registered owners of the Parity Bonds, to collect any amounts due and owing to or from the City, or to obtain other appropriate relief, and may enforce the specific performance of any covenant, agreement or condition contained in this ordinance or in any of the Parity Bonds. Any action, suit or other proceedings instituted by the Bondowners' Trustee hereunder shall be brought in its name as trustee for the owners of the Parity Bonds and all such rights of action upon or under any of the Parity Bonds or the provisions of this ordinance may be enforced by the Bondowners' Trustee without the possession of any of those Parity Bonds and without the production of the same at any trial or proceedings relative thereto except where otherwise required by law. Any such suit, action or proceeding instituted by the Bondowners' Trustee shall be brought for the ratable benefit of all of the owners of those Parity Bonds, subject to the provisions of this*

*ordinance. The respective owners of the Parity Bonds, by taking and holding the same, shall be conclusively deemed irrevocably to appoint the Bondowners' Trustee the true and lawful trustee of the respective owners of those Parity Bonds, with authority to institute any such action, suit or proceeding; to receive as trustee and deposit in trust any sums becoming distributable on account of those Parity Bonds; to execute any paper or documents for the receipt of money; and to do all acts with respect thereto that the registered owner himself or herself might have done in person. Nothing herein shall be deemed to authorize or empower the Bondowners' Trustee to consent to accept or adopt, on behalf of any registered owner of the Parity Bonds, any plan of reorganization or adjustment affecting the Parity Bonds or any right of any registered owner thereof, or to authorize or empower the Bondowners' Trustee to vote the claims of the registered owners thereof in any receivership, insolvency, liquidation, bankruptcy, reorganization or other proceeding to which the City is a party.*

*(d) No Acceleration. Nothing contained in this section shall, in any event or under any circumstance, be deemed to authorize the acceleration of maturity of principal on the Parity Bonds, and the remedy of acceleration is expressly denied to the owners of the Parity Bonds under any circumstances including, without limitation, upon the occurrence and continuance of an Event of Default.*

*(e) Application of Money Collected by Bondowners' Trustee. Any money collected by the Bondowners' Trustee at any time pursuant to this section shall be applied in the following order of priority:*

*(1) First, to the payment of the charges, expenses, advances and compensation of the Bondowners' Trustee and the charges, expenses, counsel fees, disbursements and compensation of its agents and attorneys.*

*(2) Second, to the payment to the persons entitled thereto of all installments of interest then due on the Parity Bonds in the order of maturity of such installments and, if the amount available shall not be sufficient to pay in full any installment or installments maturing on the same date, then to the payment thereof ratably, according to the amounts due thereon to the persons entitled thereto, without any discrimination or preference.*

*(3) Third, to the payment to the persons entitled thereto of the unpaid principal amounts of any Parity Bonds which shall have become due (other than Parity Bonds previously called for redemption for the payment of which money is held pursuant to the provisions hereto), whether at maturity or by proceedings for redemption or otherwise, in the order of their due dates and, if the amount available shall not be sufficient to pay in full the principal amounts due on the same date, then to the payment thereof ratably, according to the principal amounts due thereon to the persons entitled thereto, without any discrimination or preference.*

*(f) Duties and Obligations of Bondowners' Trustee. The Bondowners' Trustee shall not be liable except for the performance of such duties as are specifically set forth herein. During an Event of Default, the Bondowners' Trustee shall exercise such of the rights and powers vested in it hereby, and shall use the same degree of care and skill in its exercise, as a prudent person would exercise or use under the circumstances in the*

*conduct of his or her own affairs. The Bondowners' Trustee shall have no liability for any act or omission to act hereunder except for the Bondowners' Trustee's own negligent action, its own negligent failure to act or its own willful misconduct. The duties and obligations of the Bondowners' Trustee shall be determined solely by the express provisions of this ordinance, and no implied powers, duties or obligations of the Bondowners' Trustee shall be read into this ordinance. The Bondowners' Trustee shall not be required to expend or risk its own funds or otherwise incur individual liability in the performance of any of its duties or in the exercise of any of its rights or powers as the Bondowners' Trustee, except as may result from its own negligent action, its own negligent failure to act or its own willful misconduct. The Bondowners' Trustee shall not be bound to recognize any person as a registered owner of any Bond until his or her title thereto, if disputed, has been established to its reasonable satisfaction. The Bondowners' Trustee may consult with counsel and the opinion of such counsel shall be full and complete authorization and protection in respect of any action taken or suffered by it hereunder in good faith and in accordance with the opinion of such counsel. The Bondowners' Trustee shall not be answerable for any neglect or default of any person, firm or corporation employed and selected by it with reasonable care.*

*(g) Suits by Individual Bondowners Restricted. Neither the registered owner nor the beneficial owner of any one or more of Parity Bonds shall have any right to institute any action, suit or proceeding at law or in equity for the enforcement of same unless:*

- (1) an Event of Default has happened and is continuing; and*
- (2) a Bondowners' Trustee has been appointed; and*
- (3) such owner previously shall have given to the Bondowners' Trustee written notice of the Event of Default on account of which such suit, action or proceeding is to be instituted; and*
- (4) the registered owners of 25% in principal amount of the then outstanding Parity Bonds have made, after the occurrence of such Event of Default, written request of the Bondowners' Trustee and have afforded the Bondowners' Trustee a reasonable opportunity to institute such suit, action or proceeding; and*
- (5) there have been offered to the Bondowners' Trustee security and indemnity satisfactory to it against the costs, expenses and liabilities to be incurred therein or thereby; and*
- (6) the Bondowners' Trustee has refused or neglected to comply with such request within a reasonable time.*

*No registered owner or beneficial owner of any Parity Bond shall have any right in any manner whatever by his or her action to affect or impair the obligation of the City to pay from the Net Revenue the principal of and interest on such Parity Bonds to the respective owners thereof when due.*

## ARTICLE 10 MISCELLANEOUS

Section 10.01      Refunding or Defeasance of the Bonds. The City may issue refunding bonds pursuant to State law or use money available from any other lawful source to carry out a refunding or defeasance plan, which may include: (a) paying when due the principal of and interest on any or all of the Bonds (the “defeased Bonds”); (b) redeeming the defeased Bonds prior to their maturity; and (c) paying the costs of the refunding or defeasance. If the City sets aside in a special trust fund or escrow account irrevocably pledged to that redemption or defeasance (the “trust account”) money and/or Government Obligations maturing at a time or times and bearing interest in amounts sufficient to redeem, refund or defease the defeased Bonds in accordance with their terms, then all right and interest of the Owners of the defeased Bonds in the covenants of this ordinance and (except as hereinafter provided) in the Net Revenue of the Electric Utility, funds and accounts obligated to the payment of the defeased Bonds shall cease and become void. Thereafter, the Owners of defeased Bonds shall have the right to receive payment of the principal of and interest on the defeased Bonds from the trust account and, if funds in the trust account are not available for such payment, shall have the residual right to receive payment of the principal of and interest on the defeased Bonds from the Net Revenue of the Electric Utility without any priority of lien or charge against that revenue or covenants with respect thereto except to be paid therefrom. After the establishing and full funding of such a trust account, the City may then apply any money in any other fund or account established for the payment or redemption of the defeased Bonds to any lawful purposes as it shall determine, subject only to the rights of the owners of any other Parity Bonds then Outstanding.

Unless otherwise specified by the City in a refunding or defeasance plan, notice of refunding or defeasance shall be given, and selection of Bonds for any partial refunding or defeasance shall be conducted, in the manner prescribed in this ordinance for the redemption of Bonds.

If the refunding or defeasance plan provides that the defeased Bonds or the refunding bonds to be issued be secured by money and/or Government Obligations pending the prior redemption of the defeased Bonds and if such refunding plan also provides that certain money and/or Government Obligations are pledged irrevocably for the prior redemption of the defeased Bonds included in that refunding plan, then only the debt service on the Bonds which are not defeased Bonds and the refunding bonds, the payment of which is not so secured by the refunding plan, shall be included in the computation of the Coverage Requirement for the issuance of Future Parity Bonds and the annual computation of coverage for determining compliance with the rate covenants.

### Section 10.02      Sale and Delivery of the Bonds.

(a)      *Manner of Sale of Bonds; Delivery of Bonds.* The Designated Representative is authorized to sell each Series of Bonds by negotiated sale, direct placement or competitive sale, based on the assessment of the Designated Representative of market conditions, in consultation with appropriate City officials, staff, municipal advisors, Bond Counsel and other advisors. In determining the method of sale

and accepting the Bond Sale Terms, the Designated Representative shall take into account those factors that, in the judgment of the Designated Representative, may be expected to result in the lowest true interest cost to the City.

(b) *Procedure for Negotiated Sale or Direct Placement.* If the Designated Representative determines that a Series of Bonds is to be sold by negotiated sale or direct placement, the Designated Representative shall select one or more Purchasers with which to negotiate such sale. The Bond Purchase Agreement shall set forth the Bond Sale Terms. The Designated Representative is authorized to execute and deliver the Bond Purchase Agreement on behalf of the City, so long as the terms provided therein are consistent with the terms of this ordinance.

(c) *Procedure for Competitive Sale.* If the Designated Representative determines that a Series of Bonds are to be sold by competitive sale, the Designated Representative shall cause the preparation of an official notice of bond sale setting forth bid parameters that the Designated Representative deems appropriate consistent with this ordinance. Bids for the purchase of the Bonds shall be received at such time or place and by such means as the Designated Representative directs. On the date and time established for the receipt of bids, the Designated Representative (or the designee of the Designated Representative) shall accept bids and shall cause the bids to be mathematically verified. The Designated Representative is authorized to award, on behalf of the City, the winning bid and to accept the winning bidder's offer to purchase the Bonds with such adjustments to the aggregate principal amount and principal amount per maturity as the Designated Representative deems appropriate consistent with the terms of this ordinance. The Designated Representative may reject any or all bids submitted and may waive any formality or irregularity in any bid or in the bidding process if the Designated Representative deems it to be in the City's best interest to do so. If all bids are rejected, the Bonds may be sold pursuant to negotiated sale or in any manner provided by law as the Designated Representative determines is in the best interest of the City, within the parameters set forth in this ordinance.

(d) *Preparation, Execution and Delivery of the Bonds.* The Bonds will be prepared at City expense and will be delivered to the Purchaser in accordance with the Bond Purchase Agreement, together with the approving legal opinion of Bond Counsel regarding the Bonds.

Section 10.03      General Authorization and Ratification. The Designated Representative and other appropriate officers of the City are severally authorized to take such actions and to execute such documents as in their judgment may be necessary or desirable to carry out the transactions contemplated in connection with this ordinance, and to do everything necessary for the prompt delivery of each Series of Bonds to the Purchaser and for the proper application, use and investment of the proceeds of the Bonds. All actions taken prior to the effective date of this ordinance in furtherance of the purposes described in this ordinance and not inconsistent with the terms of this ordinance are ratified and confirmed in all respects.

Section 10.04      Severability. The provisions of this ordinance are declared to be separate and severable. If a court of competent jurisdiction, all appeals having been

exhausted or all appeal periods having run, finds any provision of this ordinance to be invalid or unenforceable as to any person or circumstance, such offending provision shall, if feasible, be deemed to be modified to be within the limits of enforceability or validity. However, if the offending provision cannot be so modified, it shall be null and void with respect to the particular person or circumstance, and all other provisions of this ordinance in all other respects, and the offending provision with respect to all other persons and all other circumstances, shall remain valid and enforceable.

Section 10.05 Effective Date of Ordinance. 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 \_\_\_\_\_, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk  
City Attorney

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

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



## Exhibit A - PARAMETERS FOR BOND SALE TERMS

- |                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a) Principal Amount.             | The maximum aggregate principal amount of Bonds of all Series authorized by this ordinance shall not exceed \$19,000,000.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| (b) Date or Dates.                | Each Bond shall be dated its Issue Date, as determined by the Designated Representative, which date may not be later than one year after the effective date of this ordinance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| (c) Denominations, Name, etc.     | The Bonds shall be issued in Authorized Denominations and shall be numbered separately in the manner and shall bear any name and additional designation as deemed necessary or appropriate by the Designated Representative.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| (d) Interest Rate(s).             | Each Bond shall bear interest from its Issue Date or from the most recent date to which interest has been paid or duly provided, whichever is later, unless otherwise provided in the Bond Purchase Agreement and the Bonds. Each Series of the Bonds shall bear interest at one or more fixed interest rates. The true interest cost for any fixed rate Series may not exceed a rate of 5.00% per annum.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| (e) Payment Dates.                | Interest shall be payable on dates acceptable to the Designated Representative, which shall include payment at the maturity of each Bond, on any mandatory redemption date for Term Bonds, and on any other redemption date. Principal payments shall commence on a date acceptable to the Designated Representative and shall be payable at maturity and in mandatory redemption installments for Term Bonds on dates acceptable to the Designated Representative.                                                                                                                                                                                                                                                                                                                                                                                                               |
| (f) Maturities; Final Maturity.   | The final maturity of the Bonds allocated to the Plan of Additions shall mature no later than 25 years after their Issue Date. The final maturity of the Bonds allocated to the Refunding Plan may not be later than twelve months after the date of final maturity of the Refunded Bonds.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| (g) Redemption Prior to Maturity. | <p>The Designated Representative may approve in the Bond Purchase Agreement provisions for the optional and mandatory redemption of Bonds, subject to the following:</p> <ol style="list-style-type: none"><li>(1) <u>Optional Redemption</u>. The Designated Representative may designate any Bond as subject to optional redemption prior to its maturity. Any Bond that is subject to optional redemption prior to maturity must be callable on at least one or more date(s) occurring not more than 10½ years after the Issue Date, consistent with Section 4.02(a).</li><li>(2) <u>Mandatory Redemption</u>. The Designated Representative may designate any Bond as a Term Bond, subject to mandatory redemption prior to its maturity on the dates and in principal payment amounts set forth in mandatory redemption payments, consistent with Section 4.02(b).</li></ol> |

- (3) Extraordinary Redemption. The Designated Representative may designate any Bond as subject to extraordinary optional redemption or extraordinary mandatory redemption upon the occurrence of an extraordinary event, as such event or events may be set forth in the Bond Purchase Agreement and related documents, consistent with Section 4.02(c).
- (h) Price. The purchase price for any Series of Bonds may not be less than 98% or more than 135% of the stated principal amount of that Series.
- (i) Other Terms and Conditions.
- (1) Expected Life of Capital Facilities. As of the Issue Date of each Series, the Designated Representative must find to his or her satisfaction that the average expected life of the capital facilities to be financed with the proceeds (or allocable share of proceeds) of that Series must exceed the weighted average maturity of such Series (or share thereof allocated to financing those capital facilities).
- (2) Satisfaction of Parity Bond Test. The Designated Representative must determine that the Parity Bond Test has been met or satisfied by the Issue Date.
- (3) Refunding Conditions. The Designated Representative must find that:
- (a) The net present value savings that will be effected (as measured by the difference between the principal and interest cost over the life of the Bonds allocable to the Refunding Plan and the principal and interest cost over the life of the Refunded Bonds, but for such refunding) shall be at least equal to 5.00%. In making such determination, the Designated Representative shall give consideration to the fixed maturities of the Bonds and the Refunded Bonds, the costs of issuance of the Bonds and the known earned income from the investment of the proceeds of the Bonds pending redemption of the Refunded Bonds.
- (b) The Refunding Plan will provide sufficient funds to discharge and satisfy the obligations of the City under the Refunded Bond Ordinance. In making such determination, the Designated Representative may rely upon a certification or verification by a nationally recognized independent certified public accounting firm or a certification provided by the City's municipal advisor.
- (4) Additional Credit Enhancement, Terms, Conditions and Agreements. The Designated Representative may determine whether it is in the City's best interest to provide for bond insurance or other credit enhancement or for the purchase of a Reserve Security; and may accept such additional terms, conditions and covenants as he or she may determine are in the best interests of the City, consistent with this ordinance.

## Exhibit B – PARITY BOND TEST

The following conditions must be satisfied at the time of issuance of any Future Parity Bonds:

(a) There may be no deficiency in the Principal and Interest Account, in any subaccount within the Reserve Account (or the subaccounts therein), or in any other account required to be funded within the Bond Fund.

(b) The ordinance authorizing any Future Parity Bonds must determine whether such Future Parity Bonds will be designated as Common Reserve Bonds, set the Reserve Requirement (which may be zero) for such Future Parity Bonds, and provide for the satisfaction of that Reserve Requirement.

(c) The City must have on file with the City Clerk either:

(1) a certificate of the Finance Director of the City, supported by the Electric Utility financial statements, demonstrating that the Adjusted Net Revenue of the Electric Utility for any twelve consecutive months out of the 24 months preceding the dated date of the proposed bonds will be sufficient to satisfy the Coverage Requirement with respect to the Parity Bonds then Outstanding, plus the Future Parity Bonds proposed to be issued; or

(2) a certificate from an independent licensed professional engineer or engineering firm showing that in his, her or its professional opinion the Adjusted Net Revenue of the Electric Utility, which will be available in each succeeding year for the payment of principal of and interest on all Parity Bonds then Outstanding and the Future Parity Bonds, will be sufficient to satisfy the Coverage Requirement with respect to the Parity Bonds then Outstanding, plus the Future Parity Bonds proposed to be issued. Computation of estimated future Adjusted Net Revenue of the Electric Utility shall be based upon income and expense statements of the Electric Utility for any twelve consecutive months out of the 24 months preceding the dated date of the proposed bonds, plus additional adjustments, which may reflect:

(i) any current changes in Net Revenue of the Electric Utility for the base period which would have occurred if the schedule of rates and charges in effect at the time of the computation (or approved by the City Council as of the time of such computation and to become effective within 30 days thereof) had been in effect during the portion of the period in which such schedule was not in effect;

(ii) a full twelve months of revenue from any customers of the Electric Utility added prior to the computation date;

(iii) the loss of customers since that period;

(iv) any changes in Net Revenue of the Electric Utility estimated to be received as a result of, and upon completion of, any facilities under construction or to be acquired, constructed or installed as a part of the Electric Utility which are not reflected fully in the base period statement; and

(v) Annualized net revenue from the improvements to be financed from the proceeds of the proposed Future Parity Bonds.

(d) If the Future Parity Bonds proposed to be issued are for the sole purpose of refunding any Parity Bonds then Outstanding, the certificate referred to in paragraph (c), above, shall not be required, so long as the Maximum Annual Debt Service for the proposed Future Parity Bonds is less than the Maximum Annual Debt Service for the Parity Bonds to be refunded, and the final maturity of the proposed Future Parity Bonds is not extended beyond the final maturity of the Parity Bonds to be refunded.

Prior: Ordinance No. 06-13, Section 8.01  
Ordinance No. 46-15, Exhibit B  
Ordinance No. 08-18, Exhibit B

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**Exhibit C - DESCRIPTION OF PLAN OF ADDITIONS**

The Plan of Additions consists of those planned additions and betterments to and extensions of the Electric Utility consist of those Electric Utility projects set forth in the City's 2019-2024 Capital Improvement Plan approved by Ordinance No. 60-18, passed on November 20, 2018, as such plan may be amended from time to time.

A summary of the capital expenditures expected to be financed, in whole or in part, with proceeds of the Bonds is as follows:

1. Renewals, replacements, and system improvements including but not limited to:
  - a. Substation protective relays and programmable controller replacements
  - b. GPS clock, security lighting and video installations in substations
  - c. Electrical distribution modifications supporting the Duportail Bridge project
  - d. Energy storage system of the Horn Rapids Solar, Storage, and Training (HRSST) project
  - e. Replacement of underground distribution cables in the Horn Rapids Industrial Area, Leslie Canyon Phase II, Westview Acres, Garden Park, Battelle Boulevard switch cabinets, and Gala Way
  - f. Retrofit of street lights to LED
  - g. Upgrade of electrical Supervisory Control and Data Acquisition (SCADA) equipment
  - h. Construction of second distribution feeder to the BMID service point
  - i. Construction of distribution feeders L-141, L-142, and L-143 from Leslie Road Substation
2. Plan, design and construct a new substation in the Horn Rapids Industrial Area. Initial planning will begin in 2020 with construction expected to be complete by end of 2021.
3. Complete system integration plans and implementation of an electrical utility advanced meter infrastructure program within the electric utility service area including but not limited to a complete meter change out with associated software and hardware to remote read all electric meters.
4. Other projects, including but not limited to line extensions serving new development, purchase of service area infrastructure from Benton PUD, substation improvements to meet regulatory spill containment and countermeasure regulations and transformer capital maintenance.

## Exhibit D

[Form of]  
CONTINUING DISCLOSURE AGREEMENT

**City of Richland, Washington**  
**Electric Revenue Improvement and Refunding Bonds, 2019**

For the sole purpose of assisting the Purchaser in meeting the requirements of paragraph (b)(5) of Rule 15c2-12, as applicable to a participating underwriter for the Bonds, the City of Richland, Washington (the "City"), makes the following written undertaking for the benefit of holders of the Owners of the City's Electric Revenue Improvement and Refunding Bonds, 2019 (the "Bonds").

Capitalized terms used but not defined below shall have the meanings given in Ordinance No. 54-19 of the City (the "Bond Ordinance").

(a) Undertaking to Provide Annual Financial Information and Notice of Listed Events. The City undertakes to provide or cause to be provided, either directly or through a designated agent, to the Municipal Securities Rulemaking Board (the "MSRB"), in an electronic format as prescribed by the MSRB, accompanied by identifying information as prescribed by the MSRB:

- (i) Annual financial information and operating data of the type included in the final official statement for the Bonds and described in paragraph (b) ("Annual Financial Information"). If audited financial statements are unavailable, the timely filing of unaudited financial statements shall satisfy the requirements and filing deadlines set forth in subsection (b), and the City agrees to file audited financial statements if and when they are otherwise prepared and available to the City.
- (ii) Timely notice (not in excess of 10 business days after the occurrence of the event) of the occurrence of any of the following events with respect to the Bonds: (1) principal and interest payment delinquencies; (2) non-payment related defaults, if material; (3) unscheduled draws on debt service reserves reflecting financial difficulties; (4) unscheduled draws on credit enhancements reflecting financial difficulties; (5) substitution of credit or liquidity providers, or their failure to perform; (6) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notice of Proposed Issue (IRS Form 5701 – TEB) or other material notices or determinations with respect to the tax status of the Bonds; (7) modifications to rights of holders of the Bonds, if material; (8) bond calls (other than scheduled mandatory redemptions of Term Bonds), if material, and tender offers; (9) defeasances; (10) release, substitution, or sale of property securing repayment of the Bonds, if material; (11) rating changes; (12) bankruptcy, insolvency, receivership or similar event of the City, as such "Bankruptcy Events" are defined in Rule 15c2-12; (13) the consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of the assets of the

City other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; (14) appointment of a successor or additional trustee or the change of name of a trustee, if material; (15) default, event of acceleration, termination event, modification of terms or other similar events under the terms of a Financial Obligation (as such term is defined below) of the City, any of which reflect financial difficulties; and (16) incurrence of a Financial Obligation of the City or agreement to covenants, events of default, remedies, priority rights or other similar terms of a Financial Obligation of the City, any of which affect security holders.

“Financial Obligation” means: (a) a debt obligation; (b) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (c) guarantee of (a) or (b). The term “Financial Obligation” does not include municipal securities as to which a final official statement has been provided to the MSRB consistent with Rule 15c2-12 and the issuer thereof has entered into a continuing disclosure undertaking for such municipal securities.

- (iii) Timely notice of a failure by the City to provide required annual financial information on or before the dates specified in paragraph (b) below.
- (b) Type of Annual Financial Information Undertaken to be Provided.
  - (i) The annual financial information that the City undertakes to provide in paragraph (a) shall consist of: (1) annual financial statements prepared (except as noted in the financial statements) in accordance with applicable generally accepted accounting principles applicable to local governmental units of the State such as the City, as such principles may be changed from time to time, which statements may be unaudited, provided, however, that if and when audited financial statements are prepared and available they will be provided; (2) a statement of the total amount of outstanding Parity Bonds, (3) debt service coverage ratios, and (4) general customer statistics for the Electric Utility. ***[Subject to revision to conform to the information to be provided in the Official Statement.]***
  - (ii) The Annual Financial Information shall be provided not later than the last day of the ninth month after the end of each Fiscal Year of the City (currently, a fiscal year ending December 31), as such Fiscal Year may be changed as required or permitted by State law, commencing with the City’s Fiscal Year ending December 31, 20\_\_.
  - (iii) The Annual Financial Information may be provided in a single or multiple documents, and may be incorporated by specific reference to documents available to the public on the Internet website of the MSRB or filed with the SEC.

(c) Amendment of Continuing Disclosure Agreement. This Continuing Disclosure Agreement is subject to amendment after the primary offering of the Bonds without the consent of any Owner or holder of any Bond, or of any broker, dealer, municipal securities dealer, participating underwriter, rating agency or the MSRB, under the circumstances and in the manner permitted by Rule 15c2-12, including: (i) the amendment may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the City, or type of business conducted; (ii) the undertaking, as amended, would have complied with the requirements of the rule at the time of the primary offering, after taking into account any amendments or interpretations of the rule, as well as any change in circumstances; and (iii) the amendment does not materially impair the interests of holders, as determined either by parties unaffiliated with the City (e.g., bond counsel or other counsel familiar with federal securities laws), or by approving vote of bondholders pursuant to the terms of the Bond Ordinance at the time of the amendment.

The City will give notice to the MSRB of the substance (or provide a copy) of any amendment to this Continuing Disclosure Agreement and a brief statement of the reasons for the amendment. If the amendment changes the type of annual financial information to be provided, the annual financial information containing the amended financial information will include a narrative explanation of the effect of that change on the type of information to be provided.

(d) Beneficiaries. This Continuing Disclosure Agreement shall inure to the benefit of the City and the Beneficial Owner of each Bond, and shall not inure to the benefit of or create any rights in any other person.

(e) Termination of Continuing Disclosure Agreement. The City's obligations under this Continuing Disclosure Agreement shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds. In addition, the City's obligations under this Continuing Disclosure Agreement shall terminate if the provisions of Rule 15c2-12 that require the City to comply with this Continuing Disclosure Agreement become legally inapplicable in respect of the Bonds for any reason, as confirmed by an opinion of nationally recognized bond counsel familiar with federal securities laws delivered to the City, and the City provides timely notice of such termination to the MSRB.

(f) Remedy for Failure to Comply with Continuing Disclosure Agreement. As soon as practicable after the City learns of any material failure to comply with this Continuing Disclosure Agreement, the City will proceed with due diligence to cause such noncompliance to be corrected. No failure by the City or other obligated person to comply with this Continuing Disclosure Agreement shall constitute a default in respect of the Bonds. The sole remedy of any Owner of a Bond shall be to take such actions as that Owner deems necessary, including seeking an order of specific performance from an appropriate court, to compel the City or other obligated person to comply with this Continuing Disclosure Agreement.

(g) Designation of Official Responsible to Administer Continuing Disclosure Agreement. The Finance Director or his or her designee is the person designated, in accordance with the Bond Ordinance, to carry out the Continuing Disclosure Agreement



of the City in respect of the Bonds set forth in this section and in accordance with Rule 15c2-12, including, without limitation, the following actions:

- (i) Preparing and filing the annual financial information undertaken to be provided;
- (ii) Determining whether any event specified in paragraph (a) has occurred, assessing its materiality, where necessary, with respect to the Bonds, and preparing and disseminating any required notice of its occurrence;
- (iii) Determining whether any person other than the City is an “obligated person” within the meaning of Rule 15c2-12 with respect to the Bonds, and obtaining from such person an Continuing Disclosure Agreement to provide any annual financial information and notice of listed events for that person required under Rule 15c2-12;
- (iv) Selecting, engaging and compensating designated agents and consultants, including municipal advisors and legal counsel, to assist and advise the City in carrying out this Continuing Disclosure Agreement; and
- (v) Effecting any necessary amendment of this Continuing Disclosure Agreement.

## **CERTIFICATION**

I, the undersigned, Acting Deputy City Clerk of the City of Richland, Washington (the "City"), hereby certify as follows:

1. The attached copy of Ordinance No. 54-19 (the "Ordinance") is a full, true and correct copy of an ordinance duly passed at a regular meeting of the City Council of the City of Richland held at the regular meeting place thereof on November 5, 2019, as that ordinance appears on the minute book of the City.

2. A quorum of the members of the City Council was present throughout the meeting, and a majority of the members voted in the proper manner for the passage of the Ordinance.

Dated: \_\_\_\_\_, 2019.

CITY OF RICHLAND, WASHINGTON

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

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**Subject:**

Ordinance No. 40-19, Amending Title 23 of the Richland Municipal Code to Prohibit Storage Containers in Residential Zones

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**Department:**

Development Services

**Ordinance/Resolution Number:**

40-19

**Document Type:**

Ordinance

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**Recommended Motion:**

Give second reading and pass Ordinance No. 40-19, amending RMC 23.38.020 and RMC 23.06.222 to prohibit permanent placement of storage containers in residential zones.

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**Summary:**

In response to increasing code enforcement cases, the City needs to clarify whether or not storage containers (conex boxes) can be used as storage buildings on residential lots.

The proposed code amendments will prohibit permanent placement of storage containers (conex boxes) on residential properties throughout Richland. In 2010, the City developed a policy prohibiting the placement of storage containers on residential lots; however, the policy must be codified as a local ordinance to be legally enforceable.

The Planning Commission held a public hearing on the topic on May 22, 2019. After deliberation, the Planning Commission recommended approval of the proposed amendments to RMC 23.38.020 - Accessory Buildings in Residential Zoning Districts and RMC 23.06.222 - Definitions.

Staff recommends approval of Ordinance No. 40-19 for second reading and passage.

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**Fiscal Impact:**

Adoption of the proposed code amendment will not result in any impacts to the City's budget.

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**Attachments:**

1. Ordinance No. 40-19
2. Staff Report to the Planning Commission

## ORDINANCE NO. 40-19

AN ORDINANCE of the City of Richland amending Title 23 of the Richland Municipal Code prohibiting the use of storage containers as accessory buildings in residential zoning districts.

WHEREAS, the City of Richland Code Enforcement division receives a high volume of complaints regarding storage containers being used as accessory buildings in residential zoning districts; and

WHEREAS, the Richland Municipal Code (RMC) is silent on the regulation of storage containers being used as accessory buildings in residential zoning districts; and

WHEREAS, the City has a need to regulate the placement of storage containers on residential properties; and

WHEREAS, on May 22, 2019, the Richland Planning Commission conducted a public hearing regarding storage containers being used as accessory buildings in residential zoning districts; and

WHEREAS, the Richland Planning Commission recommends that storage containers, as defined in by the RMC, be prohibited as permanent accessory storage buildings in residential zoning districts.

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

Section 1. Chapter 23.06 of the Richland Municipal Code, as enacted by Ordinance No. 28-05, and last amended by Ordinance No. 07-19, is hereby amended to read as follows:

### **Chapter 23.06 DEFINITIONS**

#### **Sections:**

- 23.06.010 Definitions – Introductory.**
- 23.06.020 Accessory apartment unit.**
- 23.06.025 Accessory dwelling unit.**
- 23.06.027 Adult family home.**
- 23.06.030 Adult use establishment.**
- 23.06.035 Agriculture.**
- 23.06.040 Airport commercial.**
- 23.06.045 Airport industrial.**
- 23.06.050 Alley.**
- 23.06.053 Amendment.**
- 23.06.055 Animal shelter.**

23.06.065 Apparel and accessory stores.  
23.06.070 Apartment.  
23.06.071 Apartment, studio.  
23.06.075 Arcade.  
23.06.080 Area of special flood hazard.  
23.06.085 Art galleries.  
23.06.090 Assisted living facility.  
23.06.095 Auto parts sales.  
23.06.100 Automobile repair.  
23.06.105 Automobile service station.  
23.06.110 Automobile wrecking.  
23.06.115 Base flood.  
23.06.117 Basement.  
23.06.120 Bed and breakfast.  
23.06.125 Block front.  
23.06.130 Book, stationery and art supply store.  
23.06.135 Building.  
23.06.140 Building, accessory.  
23.06.145 Building, main.  
23.06.150 Building, hardware and garden supply store.  
23.06.155 Bus station.  
23.06.160 Bus terminal.  
23.06.165 Bus transfer station.  
23.06.170 Cafeteria.  
23.06.175 Car wash.  
23.06.180 Carport.  
23.06.185 Cemetery.  
23.06.190 Church.  
23.06.195 City officials and agencies.  
23.06.200 Cinema.  
23.06.205 Clinic.  
23.06.210 Club or fraternal societies.  
23.06.215 Commercial recreation.  
23.06.217 Concessionaire.  
23.06.220 Convention center.  
23.06.225 Contractors' offices and shops.  
23.06.230 Contractors' yards.  
23.06.235 Court.  
23.06.240 Cultural institution.  
23.06.245 Day care center.  
23.06.250 Delicatessen.  
23.06.255 Department store.  
23.06.260 Dependent recreational vehicle.  
23.06.265 Designated manufactured home.  
23.06.270 Development.  
23.06.275 District.

23.06.280 Dormitories, fraternities and sororities.  
23.06.285 Drinking establishment.  
23.06.290 Drive-through.  
23.06.295 Drug store/pharmacy.  
23.06.300 Dwelling, one-family attached.  
23.06.305 Dwelling, one-family detached.  
23.06.310 Dwelling, two-family detached.  
23.06.315 Dwelling, multiple-family.  
23.06.320 Dwelling unit.  
23.06.325 Electronic equipment stores.  
23.06.330 Essential public facilities.  
23.06.335 Equipment rental.  
23.06.340 Family.  
23.06.345 Family day care home.  
23.06.350 Farming of land.  
23.06.355 Fence.  
23.06.360 Financial institution.  
23.06.365 Flood or flooding – Flood Insurance Rate Map (FIRM) – Flood Insurance Study.  
23.06.370 Florist.  
23.06.375 Food stores.  
23.06.380 Food wagon.  
23.06.385 Fuel station/mini-mart.  
23.06.390 Funeral establishment.  
23.06.395 Furniture, home furnishings, and appliance stores.  
23.06.400 General service businesses.  
23.06.405 Grade plane.  
23.06.410 Gross floor area.  
23.06.415 Guest room.  
23.06.420 Habitable floor.  
23.06.425 Hazardous waste.  
23.06.430 Hazardous waste storage.  
23.06.435 Hazardous waste treatment.  
23.06.440 Hazardous waste treatment and storage facilities, off site.  
23.06.445 Hazardous waste treatment and storage facilities, on site.  
23.06.450 Hedge.  
23.06.455 Height of building.  
23.06.460 Hog farm.  
23.06.465 Home occupations.  
23.06.470 Health/fitness center.  
23.06.475 Health/fitness facility.  
23.06.477 Health spa.  
23.06.480 Homeless shelter.  
23.06.485 Hospital.  
23.06.490 Hospital or clinic for large animals.  
23.06.495 Hospital or clinic for small animals.

23.06.500 Hot tub.  
23.06.505 Hotel.  
23.06.510 House-banked card room.  
23.06.515 Junkyard.  
23.06.520 Kennel, commercial.  
23.06.525 Landscaping.  
23.06.530 Landscaping material sales.  
23.06.535 Large livestock farming.  
23.06.540 Lattice tower.  
23.06.545 Laundry, self-service.  
23.06.550 Laundry/dry cleaning, retail.  
23.06.552 Laundry/dry cleaning, neighborhood.  
23.06.555 Laundry/dry cleaning, commercial.  
23.06.560 Livestock feed lot.  
23.06.565 Lot.  
23.06.567 Lot area.  
23.06.570 Lot, corner.  
23.06.572 Lot, interior.  
23.06.575 Lot line, front.  
23.06.577 Lot line, rear.  
23.06.580 Lot line, side.  
23.06.582 Lot depth.  
23.06.584 Lot width.  
23.06.586 Lowest floor.  
23.06.587 Lumberyard.  
23.06.590 Macrofacility.  
23.06.595 Mailing services.  
23.06.600 Manufactured home.  
23.06.605 Manufactured home lot, park, and stand.  
23.06.610 Manufacturing, general.  
23.06.615 Manufacturing, heavy.  
23.06.617 Manufacturing, light.  
23.06.620 Manufacturing use.  
23.06.625 Marinas.  
23.06.630 Marine equipment rentals.  
23.06.635 Marine gas sales.  
23.06.640 Master plan.  
23.06.645 Microbrewery.  
23.06.650 Repealed.  
23.06.655 Mini-warehouse.  
23.06.660 Mobile home.  
23.06.665 Monopole.  
23.06.670 Motel.  
23.06.675 Nursing home or rest home.  
23.06.680 Nursery, plant.  
23.06.685 Office – Corporate.

23.06.687 Office – Consulting services.  
23.06.690 Office – General.  
23.06.695 Office – Research and development.  
23.06.700 Office supply store.  
23.06.705 Outdoor advertising sign.  
23.06.710 Outdoor advertising structure.  
23.06.715 Outdoor storage.  
23.06.720 Parking lot.  
23.06.725 Parking space, automobile (off street).  
23.06.728 Parking structure.  
23.06.730 Pasture.  
23.06.732 Patio.  
23.06.735 Pawn shop.  
23.06.740 Pen.  
23.06.745 Personal loan business.  
23.06.750 Personal services business.  
23.06.755 Pet shop and pet supply store.  
23.06.760 Photo processing, copying and printing services.  
23.06.765 Pool, private.  
23.06.770 Pool, public.  
23.06.775 Pool, semi-public.  
23.06.777 Porch.  
23.06.780 Portable food vendor.  
23.06.785 Poultry farm.  
23.06.790 Public agency building.  
23.06.792 Public agency facility.  
23.06.795 Radio and television studio.  
23.06.797 Reclassification.  
23.06.800 Recreational club.  
23.06.802 Recreational vehicle.  
23.06.805 Recreational vehicle campground.  
23.06.807 Recreational vehicle park.  
23.06.809 Recreational vehicle space.  
23.06.810 Restaurant.  
23.06.817 Sales, retail.  
23.06.820 Sales, wholesale.  
23.06.825 Sanitary station or sanitary dumping station.  
23.06.830 School.  
23.06.832 School, alternative.  
23.06.833 School, commercial.  
23.06.834 School, trade.  
23.06.835 Secondhand/consignment store.  
23.06.840 Senior housing.  
23.06.845 Sensitive land uses.  
23.06.850 Small livestock farming.  
23.06.855 Specialty retail store.



23.06.860 Specified anatomical areas.  
23.06.862 Specified sexual activities.  
23.06.865 Stable, private.  
23.06.867 Stable, public.  
23.06.870 Stock-in-trade.  
[23.06.871 Storage container.](#)  
23.06.875 Story.  
23.06.880 Street.  
23.06.885 Structure.  
23.06.888 Substantial damage.  
23.06.890 Substantial improvement.  
23.06.895 Theater.  
23.06.900 Towing, vehicle impound lots.  
23.06.905 Travel trailer.  
23.06.910 Truck terminal.  
23.06.915 Use – Permitted.  
23.06.920 Use – Accessory (secondary).  
23.06.925 Use – Nonconforming.  
23.06.930 Use – Special.  
23.06.935 Variance.  
23.06.937 Vehicle-based food service.  
23.06.940 Vehicle leasing and rentals.  
23.06.945 Vehicle sales.  
23.06.950 Video rental store.  
23.06.955 Warehousing and wholesale trade.  
23.06.960 Warehousing, storage and distribution.  
23.06.965 Wholesale use.  
23.06.970 Wineries – Production.  
23.06.972 Wineries – Tasting room.  
23.06.975 Yard.  
23.06.980 Yard, front.  
23.06.983 Yard, rear.  
23.06.985 Yard, side.

[\*\*23.06.871 Storage container.\*\*](#)

[“Storage container” is defined as provided in RMC 11.33.010.](#)

Section 2. Richland Municipal Code Section 23.38.020, entitled Accessory buildings in residential zoning districts, as enacted by Ordinance No. 28-05 and last amended by Ordinance No. 20-14, is hereby amended to read as follows:

**23.38.020 Accessory buildings in residential zoning districts.**

A. Attached accessory buildings and detached accessory buildings meeting the main building setbacks shall comply with all the site requirements for the main building including maximum building height, minimum setbacks and maximum lot coverage as set forth in RMC 23.18.040.

B. Detached accessory buildings not meeting the main building setbacks are subject to the following requirements:

1. Detached accessory buildings shall be erected or altered so as not to be nearer to any street lot line than the minimum depth required for a front yard in the district.
2. Detached accessory buildings built adjacent to the front half of an adjoining lot shall comply with applicable side yard requirements of the underlying zoning district.
3. Detached accessory buildings under 200 feet may be located adjacent to the primary structure provided all building and fire codes are met. Those sheds less than 200 feet located in the side yard shall maintain a minimum five-foot clearance to the property line or primary structure from the leading edge of the shed; see diagram below.
4. When a detached accessory building is built adjacent to the back half of the adjoining lot or is 75 feet or more from any right-of-way line bounding the lot, the following setbacks shall apply:
  - a. If the accessory building is 120 square feet or less in floor area and 10 feet or less in height, a one-and-one-half-foot setback is required from the side and rear property lines.
  - b. Accessory buildings over 10 feet in height and those between 120 square feet and 600 square feet in floor area shall be set back a minimum of three feet from the rear and side property lines.
  - c. Any accessory building exceeding 600 square feet in floor area shall be set back a minimum of five feet from the rear and side property lines.

C. In addition to maintaining compliance with the maximum overall lot coverage set forth in RMC 23.18.040, total area of detached accessory buildings located in a rear yard shall not exceed 25 percent of the area of said rear yard.

D. In no case shall a detached accessory building exceed 900 square feet in floor area or 50 percent of the gross floor area of the main building (including the floor area of attached garages but excluding any floor area of a basement), whichever is greater, to a maximum of 1,200 square feet.

E. To help ensure larger detached accessory buildings are similar in design and appearance to the main building, detached accessory buildings over 900 square feet in floor area or which exceed the height of the main building on the lot shall be subject to the following minimum design standards:

1. In no case shall a detached accessory structure exceed a height of 16 feet.

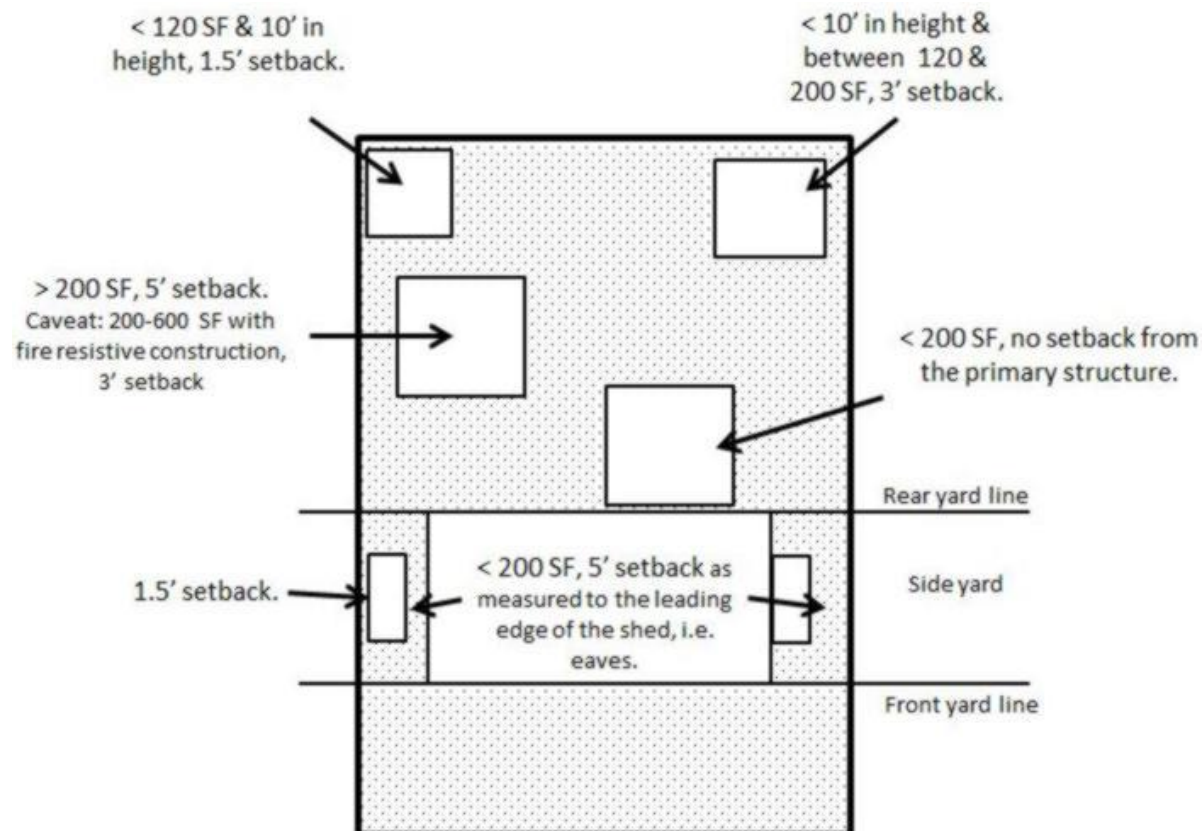
2. The detached accessory structure shall have a minimum roof pitch of 4:12 or a roof pitch equal to or greater than the roof pitch of the main building on the lot if the roof pitch of the main building is less than 4:12.

3. Exterior siding shall consist of wood, hardboard, stucco, aluminum, vinyl or steel siding commonly used in standard residential construction. Corrugated metal siding or similar industrial type siding is not permitted.

The final administrative decision as to a proposed accessory building's conformance with the design standards set forth in this subsection may be appealed ~~shall be appealable~~ to the ~~board of adjustment~~ hearings examiner in accordance with the procedures set forth in RMC 23.70.070, Administrative review – Procedures.

F. Detached residential accessory buildings built pursuant to this section shall not be more than one story.

G. Storage containers are not permitted as a permanent storage building or as temporary storage for longer than 180 consecutive days.



Section 3. 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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019

## STAFF REPORT

TO: PLANNING COMMISSION  
FILE NO.: CA2019-101

PREPARED BY: MIKE STEVENS  
MEETING DATE: AUGUST 28, 2019

### GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND CA2019-101

REQUEST: TEXT AMENDMENTS TO RMC Title 23, Subsection 23.38.020 –  
Accessory Buildings in Residential Zoning Districts and Subsection  
23.06.222 - Definitions

LOCATION: CITYWIDE

### REASON FOR REQUEST

In response to increasing code enforcement cases the City needs to clarify whether or not storage containers (conex boxes) can be used as storage buildings on residential lots.

### BACKGROUND

In 2010 the City developed a policy that prohibited the placement of storage containers (conex boxes) on residential lots for use as storage buildings. An exception is provided to allow use of a storage container during a construction or remodel project. While the policy has worked to prevent the installation of many storage containers as storage buildings, the policy needs to be replaced by code which is enforceable, rather than policy which is not enforceable.

Planning Commission conducted a public hearing on the topic on May 22, 2019. During the Planning Commission's deliberation it was requested that staff develop minimal design standards so that those individuals wanting to use conex boxes would still be able to provided they remodeled the outside of the structure to look like a stick-built storage shed.

The item has been continued to August 28, 2019 in order to provide staff adequate time to develop design standards.

### ANALYSIS

Staff has completed its review of the requested code modifications and submits language as provided in Exhibit 1 (attached).

## PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

## SEPA

The City of Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Friday, May 10, 2019. Any comments received as of the close of business May 10, 2019 have been provided as an attachment to this report. The City of Richland issued a Determination of Non-Significance (DNS) for the proposal on May 14, 2019.

## FINDINGS OF FACT

1. The City of Richland is proposing to amend Title 23, Subsection 23.06.222, Definitions and Title 23, Subsection 23.38.020, Accessory Buildings in Residential Zoning District, of the Richland Municipal Code (RMC). Subsection 23.38.020 regulates the installation of accessory storage buildings within residential zones.
2. The purpose of the amendments to Title 23 is to clarify whether or not storage containers (conex boxes) can be used as storage buildings on residential lots.
3. The City's existing code does not contain adequate provisions to prevent the placement of storage containers as accessory storage buildings upon residential properties.
4. In 2010 The City developed a policy that prohibited the placement of storage containers (conex boxes) on residential lots for use as storage buildings.
5. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
6. One (1) substantive comment regarding the proposed code amendment was received.
7. The Washington State Department of Commerce granted Expedited Review for the proposed amendments on May 1, 2019.
8. The City issued a SEPA Threshold Determination of Non-Significance on May 14, 2019.
9. The City of West Richland utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Friday, May 10, 2019.
10. The Planning Commission conducted a public hearing for the proposed code amendment on May 22, 2019. No members of the public provided comment during the public hearing.
11. The Planning Commission continued the item until August 28, 2019 in order to provide staff adequate time to address the code changes requested by the Planning Commission during the May 22, 2019 public hearing.

### CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.
2. The proposed code amendment is consistent with the goals and policies of the City's Comprehensive Plan.

### RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in the August 28, 2019 Staff Report (CA2019-101) and recommend to the City Council adoption of the proposed code amendments to RMC Title 23, Subsection 23.38.020 - Accessory Buildings in Residential Zoning Districts and Title 23, Subsection 23.06.222 - Definitions.

### ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning Commission.
3. Recommend denial of the amendments;

### RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendments to Title 23, Subsection 23.38.020 and Subsection 23.06.222 of the Richland Municipal Code, as contained in the attached Draft Code Amendments (Exhibit 1) and based upon the above listed Findings of Fact and Conclusions of Law.

### EXHIBITS

1. Draft Code Amendment #2.

# EXHIBIT 2

## Add New Definition:

### RMC 23.06.222 Container storage

“Container storage” means a unit originally or specifically used or designed to store goods or other merchandise during shipping or hauling by a vehicle, including but not limited to rail cars of any kind, truck trailers, or multi-modal shipping containers.

### **23.38.020 Accessory buildings in residential zoning districts.**

A. Attached accessory buildings and detached accessory buildings meeting the main building setbacks shall comply with all the site requirements for the main building including maximum building height, minimum setbacks and maximum lot coverage as set forth in RMC [23.18.040](#).

B. Detached accessory buildings not meeting the main building setbacks are subject to the following requirements:

1. Detached accessory buildings shall be erected or altered so as not to be nearer to any street lot line than the minimum depth required for a front yard in the district.
2. Detached accessory buildings built adjacent to the front half of an adjoining lot shall comply with applicable side yard requirements of the underlying zoning district.
3. Detached accessory buildings under 200 feet may be located adjacent to the primary structure provided all building and fire codes are met. Those sheds less than 200 feet located in the side yard shall maintain a minimum five-foot clearance to the property line or primary structure from the leading edge of the shed; see diagram below.
4. When a detached accessory building is built adjacent to the back half of the adjoining lot or is 75 feet or more from any right-of-way line bounding the lot, the following setbacks shall apply:
  - a. If the accessory building is 120 square feet or less in floor area and 10 feet or less in height, a one-and-one-half-foot setback is required from the side and rear property lines.
  - b. Accessory buildings over 10 feet in height and those between 120 square feet and 600 square feet in floor area shall be set back a minimum of three feet from the rear and side property lines.



c. Any accessory building exceeding 600 square feet in floor area shall be set back a minimum of five feet from the rear and side property lines.

C. In addition to maintaining compliance with the maximum overall lot coverage set forth in RMC [23.18.040](#), total area of detached accessory buildings located in a rear yard shall not exceed 25 percent of the area of said rear yard.

D. In no case shall a detached accessory building exceed 900 square feet in floor area or 50 percent of the gross floor area of the main building (including the floor area of attached garages but excluding any floor area of a basement), whichever is greater, to a maximum of 1,200 square feet.

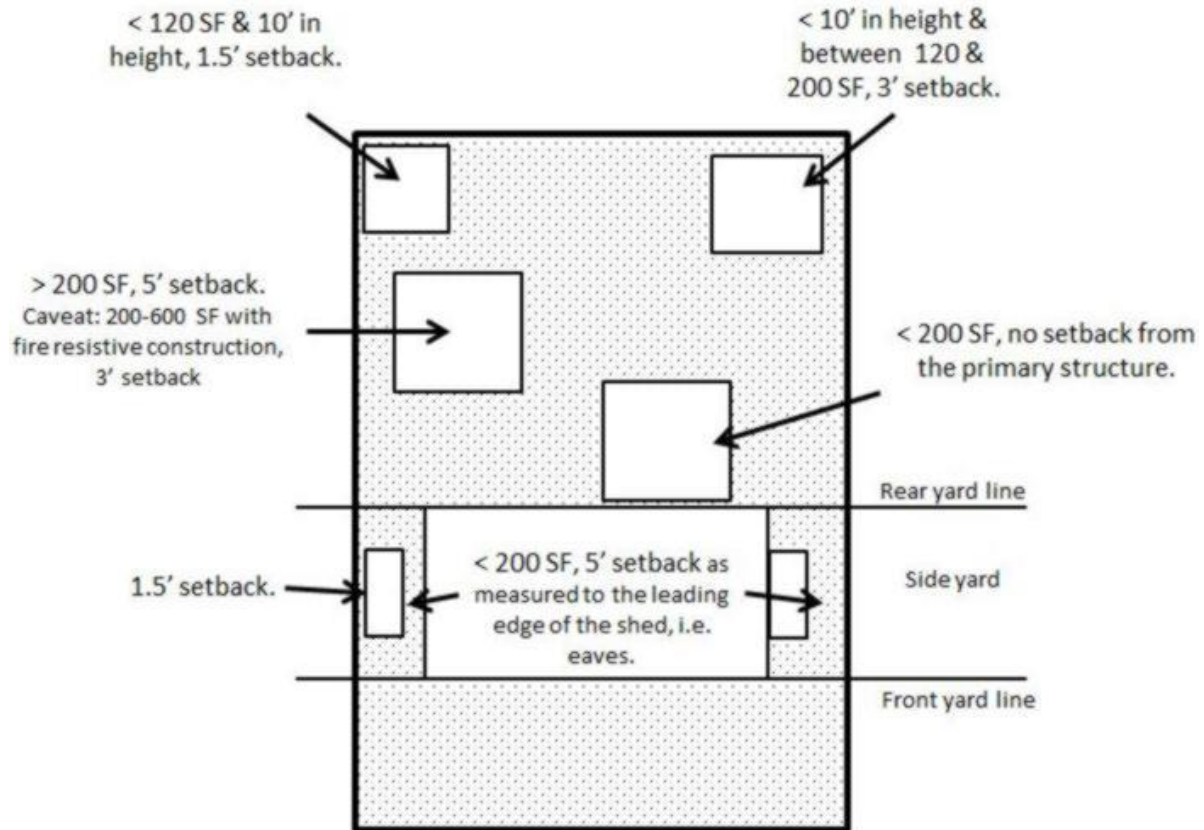
E. To help ensure ~~larger~~ detached accessory buildings are similar in design and appearance to the main building, detached accessory buildings ~~over 900 square feet in floor area or which exceed the height of the main building on the lot~~ shall be subject to the following minimum design standards:

1. In no case shall a detached accessory structure exceed a height of 16 feet.
2. The detached accessory structure shall have a minimum roof pitch of 4:12 or a roof pitch equal to or greater than the roof pitch of the main building on the lot if the roof pitch of the main building is less than 4:12.
3. Exterior siding shall consist of wood, hardboard, stucco, aluminum, vinyl or steel siding commonly used in standard residential construction. Corrugated metal siding or similar industrial type siding is not permitted.

The final administrative decision as to a proposed accessory building's conformance with the design standards set forth in this subsection shall be appealable to the ~~board of adjustment~~ **Hearings Examiner** in accordance with the procedures set forth in RMC [23.70.070](#), Administrative review – Procedures.

F. Detached residential accessory buildings built pursuant to this section shall not be more than one story.

**G. Container storage, as defined in RMC [23.06.222](#), is not permitted as a permanent storage building (unless it can be shown to be in compliance with RMC 23.38.020.E). or as temporary storage for longer than 180 consecutive days.**



[Ord. 28-05 § 1.02; Ord. 04-09; Ord. 20-10 § 1.02; Ord. 20-14 § 1.02].



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 41-19, Amending Richland Municipal Code Section 15.24.050 related to Violations and Penalties applicable to RMC Title 15: Solid Waste

Department:

City Attorney

Ordinance/Resolution Number:

41-19

Document Type:

Ordinance

**Recommended Motion:**

Give second reading and pass Ordinance No. 41-19, amending Richland Municipal Code Section 15.24.050 related to violations and penalties applicable to Title 15, Solid Waste.

**Summary:**

The City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law. RMC 15.24.050, a section establishing civil penalties for violations of the City's solid waste code, improperly references Chapter 15.24 instead of Title 15, thereby inappropriately limiting the application of the penalties provision. The intent of RMC 15.24.050 is to create a penalty section that applies to the whole of Title 15 RMC. This housekeeping measure is necessary to remedy this incorrect code reference.

Staff recommends approval of Ordinance No. 41-19 for second reading and passage.

Fiscal Impact:

None.

**Attachments:**

I. Ordinance No. 41-19

ORDINANCE NO. 41-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 15.24.050 related to violations and penalties applicable to Title 15, Solid Waste.

WHEREAS, the City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law; and

WHEREAS, RMC 15.24.050, a section establishing civil penalties, improperly references Chapter 15.24 instead of Title 15, thereby inappropriately limiting the application of the penalties provision; and

WHEREAS, the intent of RMC 15.24.050 is to create a penalty section that applies to the whole of Title 15 RMC.

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

Section 1. Richland Municipal Code Section 15.24.050, entitled Violations – Penalties, as first enacted by Ordinance No. 79, and last amended by Ordinance No. 61-16, is hereby amended to read as follows:

**15.24.050 Violations – Penalties.**

Except for charges filed for a violation of RMC 15.12.010, any person who has violated any provision of this ~~chapter~~ title shall have committed a civil infraction subject to a civil penalty as set forth in RMC 10.02.050(E).

Provided, if the same violator has been found to have committed an infraction violation for the same or similar conduct two separate times, with the violations occurring at the same location and involving the same or similar sections of the Richland Municipal Code or other similar codes, the third or subsequent violation shall constitute a misdemeanor, punishable as provided in RMC 1.30.010 for criminal offenses.

For any violation of a continuing nature, each day's violation shall be considered a separate offense and shall subject the offender to the above penalties for each offense.

Section 2. 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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 42-19, Amending Chapter 16.10 of the Richland Municipal Code related to Violations and Penalties applicable to RMC Title 16: Stormwater

Department:

City Attorney

Ordinance/Resolution Number:

42-19

Document Type:

Ordinance

**Recommended Motion:**

Give second reading and pass Ordinance No. 42-19, amending Chapter 16.10 of the Richland Municipal Code related to violations and penalties applicable to Title 16, Stormwater.

**Summary:**

The City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law. Chapter 16.10, establishing administrative enforcement procedures for enforcement of the City's stormwater code, improperly references the phrase "chapter" instead of "title" throughout, thereby inappropriately limiting the application of the administrative enforcement provisions. The intent of Chapter 16.10 is to create enforcement procedures that apply to the whole of Title 16 RMC. This housekeeping action is necessary to remedy the incorrect code references.

Staff recommends approval of Ordinance No. 42-19 for second reading and passage.

Fiscal Impact:

None.

**Attachments:**

I. Ordinance No. 42-19

## ORDINANCE NO. 42-19

AN ORDINANCE of the City of Richland amending Chapter 16.10 of the Richland Municipal Code related to violations and penalties applicable to Title 16, Stormwater.

WHEREAS, the City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law; and

WHEREAS, Chapter 16.10, establishing administrative enforcement procedures, improperly references the phrase “chapter” instead of “title” throughout, thereby inappropriately limiting the application of the administrative enforcement provisions; and

WHEREAS, the intent of Chapter 16.10 is to create enforcement procedures that apply to the whole of Title 16 RMC.

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

Section 1. Chapter 16.10 of the Richland Municipal Code, entitled Administrative Enforcement Procedures, as first enacted by Ordinance No. 27-09, and last amended by Ordinance No. 12-10, is hereby amended to read as follows:

### **Chapter 16.10 ADMINISTRATIVE ENFORCEMENT PROCEDURES**

#### **Sections:**

- 16.10.010 Administrative enforcement procedures.**
- 16.10.020 Appeal.**
- 16.10.030 Abatement by the city.**
- 16.10.040 Administrative fines.**
- 16.10.050 Injunction and/or civil penalties.**

#### **16.10.010 Administrative enforcement procedures.**

When the director finds that a person has violated a prohibition or failed to meet a requirement of this ~~chapter~~ [title](#), the director may order compliance through one or more of the following procedures. Recurring violations will result in enforcement procedures with escalating requirements. The director may, at his discretion, choose the following enforcement procedures appropriate to the violation:

A. Verbal Warning. The director, or his designee, may direct compliance with this ~~chapter~~ [title](#) through a verbal warning issued to the violator. A verbal warning will include specific information describing the violation, specific actions required to remedy the violation, an expected time for performance, and referral to technical guidance available to the violator.

B. Notice of Violation. The director may require compliance by written notice of violation to the responsible person. Such notice may require without limitation:

1. The elimination of illicit connections or discharges;
2. The violating discharges, practices or operations shall cease and desist;
3. The performance of monitoring, analyses and reporting;
4. The abatement or remediation of stormwater pollution or contamination hazards and the restoration of the MS4 facilities;
5. Implementation of source control or treatment BMP;
6. Payment of a fine.

If abatement of a violation and/or restoration of the MS4 facilities is required, the notice shall set forth a date within which remediation or restoration must be completed. Such notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work may be done by the city or a contractor designated by the director and expense thereof shall be charged to the violator.

C. Show Cause Hearing. The director may order a user which has violated or continues to violate this ~~chapter~~ [title](#) to appear before the director and show cause why the proposed enforcement action should not be taken. Notice of the hearing shall be served on the user specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action and a request that the user show cause why the proposed enforcement action should not be taken. A show cause hearing shall not be a bar against, or prerequisite for, taking any action against the user.

#### **16.10.020 Appeal.**

Any person receiving a notice of violation may appeal the determination of the director.

Persons desiring to appeal notice of violation and/or fines must file a written request for the director to reconsider the violation and/or fine along with full payment of the fine amount within 30 days of being notified of the fine. Where a request has merit, the director shall convene a hearing on the matter within 15 days of receiving the request from the violator. In the event the person's appeal is successful, the payment together with any interest accruing thereto shall be returned to the person.

The city may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.

#### **16.10.030 Abatement by the city.**

The director is authorized to direct abatement of any violation of this ~~chapter~~ [title](#) that constitutes an immediate threat to the health, safety or well-being of the public, or results



from persistent noncompliance by a violator. Any expense related to such abatement undertaken by the city shall be fully reimbursed by the property owner and/or responsible party.

Within 30 days after abatement by the city, the director shall notify the property owner and/or responsible person of the cost of abatement, including administrative costs. Unpaid charges shall, after 30 calendar days, be assessed an additional penalty of five percent of the unpaid balance, and interest shall accrue thereafter at a rate of one percent per month. A lien against the violator's property will be sought for unpaid charges.

Violators desiring to dispute such charges must file a written request for the director to reconsider the charges along with full payment of the charges within 30 days of being notified of the charges. Where a request has merit the director shall convene a hearing on the matter within 15 days of receiving the request. In the event the violator's appeal is successful, the payment, together with any interest accruing thereto, shall be returned.

The city may add the costs of preparing administrative enforcement actions to the charges.

#### **16.10.040 Administrative fines.**

For repeated violations of this ~~chapter~~ [title](#) and persistent noncompliance with written enforcement directives, the director may order payment of administrative fines. The fines in this section are in addition to and not in lieu of any other penalty, sanction or right of action provided by law. An administrative fine may be no less than \$100.00 and no more than \$5,000 per violation.

#### **16.10.050 Injunction and/or civil penalties.**

It shall be unlawful for any person to violate any provisions or fail to comply with any of the requirements of this ~~chapter~~ [title](#). If a person has violated or continues to violate the provisions of this ~~chapter~~ [title](#), the city may:

A. Petition for a preliminary or permanent injunction restraining the person from activities which would create further violations, or compelling the person to perform abatement or remediation of the violation; and/or

B. Assess civil penalties in an amount not less than \$100.00 and not more than \$5,000 per day for each day of violation. Payment of this penalty does not relieve the person of the duty to correct the violation.

In the event more than one person is determined to have violated the sections of this title, all applicable civil penalties may be imposed against each person and recoverable damages, costs and expenses may be allocated among the persons on any equitable basis. The city may recover all attorney's fees, court costs and other expenses associated with enforcement of this ~~chapter~~ [title](#).

Section 2. 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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 43-19, Amending Richland Municipal Code Section 21.01.050 related to Violations and Penalties applicable to RMC Title 21: Building Code

Department:

City Attorney

Ordinance/Resolution Number:

43-19

Document Type:

Ordinance

**Recommended Motion:**

Give second reading and pass Ordinance No. 43-19, amending Richland Municipal Code Section 21.01.050 related to violations and penalties applicable to Title 21, Building Code.

**Summary:**

The City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law. RMC 21.01.050, a section establishing civil penalties for violations of the City's building code, improperly references Chapter 21.01 instead of Title 21, thereby inappropriately limiting the application of the penalties provision. The intent of RMC 21.01.050 is to create a penalty section that applies to the whole of Title 21 RMC. This housekeeping action is necessary to remedy the incorrect code reference.

Staff recommends approval of Ordinance No. 43-19 for second reading and passage.

Fiscal Impact:

None.

**Attachments:**

I. Ordinance No. 43-19

ORDINANCE NO. 43-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 21.01.050 related to violations and penalties applicable to Title 21, Building Code.

WHEREAS, the City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law; and

WHEREAS, RMC 21.01.050, a section establishing civil penalties, improperly references Chapter 21.01 instead of Title 21, thereby inappropriately limiting the application of the penalties provision; and

WHEREAS, the intent of RMC 21.01.050 is to create a penalty section that applies to the whole of Title 21 RMC.

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

Section 1. Richland Municipal Code Section 21.01.050, entitled Violations – Penalties, as first enacted by Ordinance No. 20-04, and last amended by Ordinance No. 11-10, is hereby amended to read as follows:

**21.01.050 Violations – Penalties.**

Any violation of any provision of this ~~chapter~~ title shall be considered either a civil infraction pursuant to RMC Title 10 punishable by a fine of not less than \$250.00; or shall be considered a criminal violation as described below. Violations which are subject to the requirements for obtaining a permit in order to correct or abate the violation shall comply with the voluntary correction agreement pursuant to RMC Title 10 and shall obtain the required permit and follow all the provisions of the issued permit.

Any violation of any provision of this ~~chapter~~ title, or of any provision within the codes adopted in this chapter, which is not considered to be a civil infraction as described above and in RMC Title 10, shall be considered a criminal misdemeanor offense subject to the penalties described in RMC 9.02.020(A).

For any violation of a continuing nature, each day's violation shall be considered a separate offense and shall subject the offender to the above penalty for each offense.

Section 2. 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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 44-19, Amending Richland Municipal Code Section 23.70.270 related to Violations and Penalties applicable to RMC Title 23: Zoning Regulations

Department:

City Attorney

Ordinance/Resolution Number:

44-19

Document Type:

Ordinance

**Recommended Motion:**

Give second reading and pass Ordinance No. 44-19, amending Richland Municipal Code Section 23.70.270 related to violations and penalties applicable to Title 23, Zoning Regulations.

**Summary:**

The City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law. RMC 23.70.270, a section establishing civil penalties for violations of the City's zoning code, improperly references Chapter 23.70 instead of Title 23, thereby inappropriately limiting the application of the penalties provision. The intent of RMC 23.70.270 is to create a penalty section that applies to the whole of Title 23 RMC. This housekeeping action is necessary to remedy the incorrect code reference.

Staff recommends approval of Ordinance No. 44-19 for second reading and passage.

Fiscal Impact:

None.

**Attachments:**

I. Ordinance No. 44-19

## ORDINANCE NO. 44-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 23.70.270 related to violations and penalties applicable to Title 23, Zoning Regulations.

WHEREAS, the City has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate ambiguity or bring the code into compliance with state or federal law; and

WHEREAS, RMC 23.70.270, a section establishing civil penalties, improperly references Chapter 23.70 instead of Title 23, thereby inappropriately limiting the application of the penalties provision; and

WHEREAS, the intent of RMC 23.70.270 is to create a penalty section that applies to the whole of Title 23 RMC.

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

Section 1. Richland Municipal Code Section 23.70.270, entitled Violations – Penalties, as first enacted by Ordinance No. 28-05, and last amended by Ordinance No. 06-10, is hereby amended to read as follows:

### **23.70.270 Violations – Penalties.**

Any person who has violated any provision of this ~~chapter~~ title shall have committed a civil infraction subject to a civil penalty as set forth in RMC 10.02.050(E).

Provided, if the same violator has been found to have committed an infraction violation for the same or similar conduct two separate times, with the violations occurring at the same location and involving the same or similar sections of the Richland Municipal Code or other similar codes, the third or subsequent violation shall constitute a misdemeanor, punishable as provided in RMC 1.30.010 for criminal offenses.

For any violation of a continuing nature, each day's violation shall be considered a separate offense and shall subject the offender to the above penalties for each offense.

In addition to the enforcement provisions of this section, any violation of any of the provisions of RMC 23.42.030 is declared to be a public nuisance, per se, which shall be abated by the city attorney by way of civil abatement procedures.

Section 2. 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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019





## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Key I - Financial Stability & Operational Effectiveness

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**Subject:**

Ordinance No. 45-19, Amending the 2019 Budget to Increase Legal Fees

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**Department:**  
City Attorney

**Ordinance/Resolution Number:**  
45-19

**Document Type:**  
Ordinance

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**Recommended Motion:**

Give second reading and pass Ordinance No. 45-19, amending the 2019 budget to increase legal fees.

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**Summary:**

For more than a year, outside legal counsel with specialized expertise has managed the litigation of a highly specialized and complex case including both federal and state claims. Council has been briefed on this matter in executive session on multiple occasions.

Based on a credible estimate from outside counsel, \$500,000 in additional funding is required to pay the legal expenses through 2019 on this complex litigation matter. These funds will cover the cost of discovery and motion practice, which tend to be expensive components of any litigation effort due to the time and resources involved. Sufficient unappropriated funds are available in the General Fund to support the required budget adjustment.

Pursuant to RCW 35.33.091, a public hearing was held on October 1, 2019 regarding the requested increase in appropriations from beginning fund balance in the General Fund. Staff recommends approval of Ordinance No. 45-19 for second reading and passage.

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**Fiscal Impact:**

Ordinance No. 45-19 will appropriate \$500,000 from unappropriated general fund balance, bringing the new General Fund appropriation for 2019 to \$60,744,623.

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**Attachments:**

I. Ordinance No. 45-19

## ORDINANCE NO. 45-19

AN ORDINANCE of the City of Richland amending the 2019 Budget to provide for additional appropriations for legal expenses and declaring that a public emergency exists in the City's General Fund.

WHEREAS, on November 20, 2018, Richland City Council approved Ordinance No. 60-18 approving the 2019 Budget; and

WHEREAS, for more than a year, outside legal counsel with specialized expertise has managed the litigation of a highly specialized and complex case including both federal and state claims (the "federal claims case"); and

WHEREAS, based on an estimate provided by outside counsel, funding in the amount of \$485,000 is required to cover the costs associated with discovery and motion practice through the end of 2019 in this complex litigation; and

WHEREAS, since the legal fees line in the 2019 Budget is currently overspent, additional funding is also necessary to cover the cost of other pending litigation cases; and

WHEREAS, due to the unanticipated complexity of the federal claims case, insufficient funds were appropriated in the General Fund for legal fees in support of this litigation; and

WHEREAS, sufficient unappropriated funds are available in the General Fund to support the required budget adjustment; and

WHEREAS, pursuant to RCW 35.33.091, a public hearing was held on October 1, 2019 regarding the increase in appropriations from beginning fund balance in the General Fund.

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 2019 budget was approved.

Section 2. Declaration of Public Emergency. Due to circumstances described above, the City Council declares that a public emergency exists in the General Fund.

Section 3. Amendment of the 2019 Budget. The 2019 Budget is hereby amended to provide additional appropriations in the General Fund from unappropriated fund balance as follows:

General Fund

Current Appropriation: \$ 60,274,623

Increase in Appropriation: \$ 500,000

Amended Appropriation: \$ 60,774,623

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Ordinance No. 46-19, Amending Richland Municipal Code Section 13.06.400 regarding Monthly Ambulance Utility Service Fees

**Department:**

Fire & Emergency Services

**Ordinance/Resolution Number:**

46-19

**Document Type:**

Ordinance

**Recommended Motion:**

Give second reading and pass Ordinance No. 46-19, amending RMC 13.06.400 to adjust the monthly ambulance utility rate from \$7.81 per month to \$10.00 per month.

**Summary:**

As part of the overall funding approach to the staffing and operation of a new Public Safety Facility, Station 75, at Battelle Blvd and Port of Benton Blvd, staff is recommending an increase in ambulance utility fees from the current rate of \$7.81 per month to \$10.00 per month effective January 1, 2020. This is the first of four proposed annual increases that will provide needed funding for the staffing and operations of Station 75, as the FEMA SAFER Grant funding level reduces over its three-year life cycle.

On September 10, 2019, this rate increase was reviewed and endorsed by the Utility Advisory Committee.

Additional updates to Title 13 will come to Council in early 2020. Proposed amendments will address customer class rate realignment and General Fund contributions to the Ambulance Utility, as well as any appropriate updates to the overall code.

Staff recommends approval of Ordinance No. 46-19 for second reading and passage.

**Fiscal Impact:**

The monthly ambulance utility rate will increase from \$7.81 per month to \$10.00 per month, which will generate approximately \$600,000 in annual revenue.

**Attachments:**

- I. Ordinance No. 46-19

ORDINANCE NO. 46-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 13.06.400 regarding monthly ambulance utility service fees.

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

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

WHEREAS, pursuant to RCW 35.21.766(3), the monthly service fee for operation of the utility was established based on the costs of regulating ambulance services and providing the EMS program as determined by a cost-of-service study conducted in late 2018; and

WHEREAS, the current ambulance transport fee of \$660 (\$990 for non-resident), and the per-mile rate of \$10.00 were set by Richland City Council on March 27, 2012. The rates went into effect on June 1, 2012; and

WHEREAS, the current monthly service fee of \$7.81 was set by Richland City Council on December 8, 2013. The rate went into effect on January 1, 2014; and

WHEREAS, planning for a new fire station in the City's 2020 budget requires a \$2.19 per month increase in the ambulance utility's monthly service fee as part of the overall project funding strategy; and

WHEREAS, the ambulance transport fee and per-mile rate will remain unchanged; and

WHEREAS, the \$2.19 monthly service fee increase will go into effect on January 1, 2020.

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

Section 1. Richland Municipal Code Section 13.06.400, entitled Charges established, as first enacted by Ordinance No. 28-06, and last amended by Ordinance No. 41-13, is hereby amended to read as follows:

**13.06.400 Charges established.**

~~In accordance with the budget presented to the city council on November 19, 2013, t~~<sup>The</sup> monthly ambulance utility fee shall be as follows effective January 1, ~~2014~~ 2020:

| User Classification         | Rate                                                                                                         |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|
| Residential                 | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per unit           |
| Multifamily Residences      | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per unit           |
| Adult Family Homes*         | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per facility       |
| Assisted Living Facilities* | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per facility       |
| 24-Hour Nursing Facilities* | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per facility       |
| Group Homes*                | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per facility       |
| Physicians Clinics*         | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per facility       |
| Schools*                    | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per facility       |
| Commercial/Business         | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per unit           |
| City Public Areas           | <del>\$7.81</del> <u>\$10.00</u> per month/ <del>\$93.72</del> <u>\$120.00</u> per year – per parcel or area |

\* The annual demand allocation is based upon the overall utilization percentage of each individual unit within the same classification.

Section 2. This ordinance shall be published in the official newspaper of the City of Richland on October 20, 2019, and take effect on January 1, 2020.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

Date Published: October 20, 2019



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Resolution No. 119-19, Approving the 2020 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan

Department:  
City Manager

Ordinance/Resolution Number:  
119-19

Document Type:  
Resolution

**Recommended Motion:**

Adopt Resolution No. 119-19, approving the 2020 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan.

**Summary:**

In 2004, the Tri-Cities Area Hotel and Lodging Association proposed that Tourism Promotion Areas (TPA) be formed in each of the three principal cities in the Tri-Cities area, and that, via an interlocal agreement, the assessments be pooled for use by the Tri-Cities Visitor and Convention Bureau to conduct specified promotional activities on behalf of the entire region. On June 15, 2004, Council passed Ordinance No. 17-04, establishing the City of Richland TPA as part of the Tri-City Regional TPA.

Under the management contract with the City, the TPA must submit an annual business plan and budget. Approval of the business plan and budget by Richland and the other participating agencies is necessary in order to accept and implement the plan for 2020.

Additionally, the City recognizes and promotes the TPA as a possible funding program for event organizers, and considers it one of the funding resources within the City's tourism sponsorship program.

Approval of the 2020 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan will allow the TPA to spend funds collected from area hoteliers to support tourism.

**Fiscal Impact:**

There is no direct fiscal impact to approving the 2020 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan. If successful, these marketing efforts will help boost hotel stays resulting in additional tax revenue for the City.

**Attachments:**

1. Resolution No. 119-19
2. Visit Tri-Cities letter introducing 2020 Marketing Plan and Budget
3. 2020 Tri-City Hotel Commission Budget and Marketing Plan

RESOLUTION NO. 119-19

A RESOLUTION of the City of Richland approving the 2020 Tri-City Hotel-Motel Commission Budget and Marketing Plan.

WHEREAS, in 2004, the Tri-Cities Area Hotel and Lodging Association proposed that Tourism Promotion Areas (TPA) be formed in each of the three principal cities constituting the Tri-Cities; and

WHEREAS, by interlocal agreement, the assessments are pooled for use by Visit Tri-Cities Washington to conduct identified promotional activities on behalf of the region; and

WHEREAS, on June 16, 2004, Richland City Council passed Ordinance No. 17-04, authorizing the City of Richland TPA to become part of the Tri-City Regional TPA; and

WHEREAS, on October 15, 2019, the 2020 Tri-City Hotel-Motel Commission Budget and Marketing Plan was presented to Richland City Council at an open public meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the 2020 Tri-City Hotel-Motel Commission Budget and Marketing Plan is hereby approved.

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney





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[info@VisitTRI-CITIES.com](mailto:info@VisitTRI-CITIES.com)

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September 26, 2019

Ms. Cindy Reents  
City of Richland  
P.O. Box 190  
Richland, WA 99352

Dear Ms. Reents,

On behalf of the Tri-City Regional Hotel-Motel Commission, we are pleased to present the 2020 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan for approval by the Richland City Council.

Each year Visit TRI-CITIES prepares a budget and marketing plan for the Tri-City Regional Hotel-Motel Commission, detailing projected revenues and expenses for the programs supported by the funds collected from the Tourism Promotion Assessment (TPA). As outlined in the *Interlocal Cooperation Agreement for Establishment of the Tri-City Regional Tourism Promotion Area*, the Commission's recommended version of the budget and marketing plan is due to the each of the cities for City Council review by no later than October 1<sup>st</sup> of each year.

The 2020 Budget and Marketing Plan received the unanimous support of the Commissioners present at the September 19, 2019 commission meeting. I am very much looking forward to presenting the particulars of the 2020 Plan with the City Council on Tuesday, October 15, 2019.

If I can answer any questions that you may have prior to providing the information to the council members, please do not hesitate to call me on my direct line (735-6816).

Thank you for your ongoing support of the Tri-City Regional Tourism Promotion Area. It has been an extremely successful venture that has greatly enhanced our destination marketing efforts for the Tri-Cities region.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Novakovich".

Michael Novakovich  
President & CEO

VISIT TRI-CITIES

# ADVANCE 2020

TRI-CITIES REGIONAL HOTEL-MOTEL COMMISSION MARKETING PLAN





## **MISSION**

**To promote, market and sell the region as a preferred destination to visitors. We will develop incremental visitation by promoting our destination products, programs and activities; the overall economic vitality of our communities and the quality of life for our citizens.**

## **VISION**

**To be an industry leader for destination marketing in the Pacific Northwest; the primary source of visitor information and the lead advocate for visitor industry development in the Tri-Cities region.**







## **2020 TOURISM PROMOTION AREA MARKETING PLAN**

Prepared by Visit Tri-Cities

*For:*

City of Kennewick

City of Pasco

City of Richland

*Please Note: The attached document reflects only those programs and costs associated with Tourism Promotion Area (TPA) funding. Visit TRI-CITIES manages many other aspects of tourism development, which are funded by hotel and lodging taxes and membership investment. Such programs include, Rivershore Enhancement, Media Outreach, Visitor Services and Member Development.*

# PRESIDENT & CEO

## message

It is with great pleasure that we present Advance 2020, Visit Tri-Cities Destination Marketing plan for use of Tourism Promotion Area funds. Advance 2020 provides a detailed overview of the state of our industry, a competitive analysis and our planned endeavors to drive economic impact through visitor spending. This plan highlights the strategies we will deploy in 2020 to grow our meetings & conventions business, sports events and leisure travel through tourism development. Our tourism development strategies support all of our sales endeavors as well as aid our corporate partners with their recruitment and retention activities.

Thanks to the collaborative partnerships we enjoy in our community and the exceptional work done by our team, tourism continues to be a significant sector of the Tri-Cities economy. Visitor spending this past year exceeded the half-billion-dollar mark. \$560 million to be exact. These dollars along with associated visitor-generated tax revenues help fund a more thriving and vibrant Tri-Cities by financially supporting a safe, educated, employed and beautiful community with many amenities for all to enjoy.

Our entire team at Visit Tri-Cities looks forward to growing our community-wide impact in 2020 by increasing our reach geographically, targeting new groups of visitors with an enhanced suite of marketing tools and creating more personalized experiences for visitors to our region. The Tri-Cities region is an amazing place. As outlined in the following Destination Marketing Plan, we plan to share our community with visitors far and wide.







# ACKNOWLEDGMENTS

Special thanks to the city managers and hoteliers that have dedicated staff time to support the Tri-City Regional Hotel-Motel Commission; these efforts have greatly contributed to the success of Visit Tri-Cities and the management of the Tourism Promotion Area.

## **TRI-CITY REGIONAL HOTEL-MOTEL COMMISSION**

### **Kennewick**

Mark Blotz, *Clover Island Inn*

Jerry Beach, *SpringHill Suites by Marriott*

Marie Mosley, *Ex Officio, City of Kennewick*

### **Pasco**

Monica Hammerberg, *Hampton Inn & Suites Pasco / Tri-Cities*

Vijay Patel, *A-1 Hospitality*

Dave Zabell, *Ex Officio, City of Pasco*

### **Richland**

Wendy Higgins, *The Lodge at Columbia Point*

Andrew Lucero, *Courtyard by Marriott*

Cindy Reents, *Ex Officio, City of Richland*

The Tourism Promotion Area is managed by Visit Tri-Cities for the City of Kennewick, City of Pasco and the City of Richland.









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# TOURISM 2020: NATIONAL OUTLOOK

The U.S. hotel industry, not unlike the Pacific Northwest and the Tri-Cities region, experienced a slow start in the first quarter of 2019. In June, tourism economist downgraded the year-end performance forecast for 2019 from 2.3% revenue growth to 2.0% growth. There has been a decline in consumer research for domestic travel over prior year\*, but with continued growth in consumer spending and low unemployment the industry looks to remain relatively stable into 2020.

*\*U.S. Travel Barometer*

|           | 2019 Forecast | 2020 Forecast |           | 2018   | 2019  | 2020   |
|-----------|---------------|---------------|-----------|--------|-------|--------|
| Supply    | +1.9%         | +1.9%         | Occupancy | 65.15% | 66.2% | 66.17% |
| Demand    | +2.0%         | +1.7%         |           |        |       |        |
| Occupancy | +0.1%         | -0.2%         |           |        |       |        |
| ADR       | +1.9%         | +2.2%         |           |        |       |        |
| RevPar    | +2.0%         | +1.9%         |           |        |       |        |

Source: STR June 2019 Forecast

## REGIONAL OUTLOOK

The recent investment in new hotel projects in the Northwest may create a trickle-down effect as it relates to competition for groups (both sports and conventions) in the region. In Portland it is projected that the number of hotel rooms available will increase by 15% (1,399 rooms) over 2018 levels. The February 2020 opening of the 600 room Hyatt Regency Hotel at the Portland Convention Center will likely create more competition between Seattle and Portland and may also provide competition for the 716 room Davenport Grand and Spokane Convention Center for large regional and statewide conventions. For the first time in many years Seattle is experiencing negative growth in key performance measures. In the second quarter of 2019 Seattle hotels showed a revenue decline of 7.1% as compared to prior year. This decline was attributed to both weak occupancies (-3.3%) and declining average daily rates (-3.5%).

| 2019 Performance January - June |       |          |          |                      |
|---------------------------------|-------|----------|----------|----------------------|
|                                 | OCC   | ADR      | RevPar   | RevPar vs Prior Year |
| Seattle                         | 76.0% | \$176.18 | \$133.94 | -10.1%               |
| Spokane                         | 64.3% | \$112.99 | \$72.70  | +4.1%                |
| Tacoma                          | 67.0% | \$108.17 | \$72.47  | -0.2%                |
| Tri-Cities                      | 62.3% | \$94.09  | \$58.58  | +1.4%                |
| Vancouver                       | 69.2% | \$110.51 | \$77.12  | -2.5%                |
| Yakima                          | 56.7% | \$97.67  | \$55.40  | +5.7%                |

Source: STR June 2019 Market Segment Report

# TOURISM 2020:

## TRI-CITIES AREA OUTLOOK

The Tri-Cities also had a slow start to 2019. February and March were particularly difficult with five weather related cancellations of sports tournaments. Second quarter has been somewhat stronger with the number of hotel rooms sold pacing flat to prior year. In March, a direct flight to Los Angeles was added and new marketing campaigns to attract the leisure traveler was launched in L.A. and Minneapolis.

In August the Department of Energy announced the contracts for clean-up at Hanford would be extended into 2020, and with the award of a new contractor pending until the third quarter, it is undetermined whether it will spur more travel to the area or delay business travel for some companies.

Private investment in tourism related businesses in the community continues to thrive. A 94 room Comfort Suites near Southridge in Kennewick is scheduled to open in the fall of 2019. In addition, a 99 room Courtyard by Marriott near the airport in Pasco is scheduled to open in early 2020. These new projects will later be joined by a 122 room WoodSpring Suites in South Richland by year end. With this most recent increase in hotel guest room inventory, investments in securing convention, sports and leisure travel will be paramount to maintaining healthy occupancies and revenue growth.

The Tri-Cities Sports Feasibility Study, which is scheduled to be released in late 2019, will provide city partners with valuable analysis and projections for future investment in facilities that will help attract new events and more out of town visitors. Possible long term developments beyond 2020 include two new hotel projects, expansion of the convention center and the addition of an aquatics facility.

|                                 | 2016  | 2017  | 2018  | 2019  | 2020  |
|---------------------------------|-------|-------|-------|-------|-------|
| Number of Available Hotel Rooms | 3,989 | 4,191 | 4,191 | 4,285 | 4,506 |
| Increase to prior year          | +3.2% | +5.0% | +0.0% | +2.2% | +5.2% |



# COMPETITIVE SITUATION ANALYSIS

In order to promote the Tri-Cities as a preferred destination for group, business and leisure travelers, it is important to recognize both the strengths and challenges within our community and to set sales strategies accordingly.

## Convention & Sports

### DESTINATION STRENGTHS

- ▶ Variety of Hotels
- ▶ Sports infrastructure
- ▶ Positive Relationship Between Hotels and Meeting Venues
- ▶ Three Rivers Convention Center
- ▶ HAPO Center
- ▶ Strong Sports Council
- ▶ Competitive Pricing
- ▶ Complimentary Parking
- ▶ Opportunity Funds Available

### DESTINATION CHALLENGES

- ▶ Distance from Seattle vs. Competition
- ▶ Lack of Hotel Capable for 300+ Room Block
- ▶ Meeting Space in Competing Locations: Yakima, Spokane and Tacoma
- ▶ Guest Room Rates vs. Eastern WA Cities
- ▶ Competing Destinations
- ▶ Lack of Multi-Use Sports Facilities
- ▶ Number of Meeting Rooms and Exhibit Space
- ▶ Lack of Resort-Style Hotels

## Leisure Travel

### DESTINATION STRENGTHS

- ▶ Heart of Washington Wine Country
- ▶ Increase in Retail and Restaurant Businesses
- ▶ Manhattan Project National Historical Park
- ▶ Trail Systems
- ▶ Travel Writer Outreach
- ▶ Hanford B Reactor Tours
- ▶ Weather
- ▶ Riverfront Amenities
- ▶ STEM Tourism Assets
- ▶ Water2Wine Cruise
- ▶ Water Recreation

### DESTINATION CHALLENGES

- ▶ Seasonal Demand
- ▶ Mountain Snow and Winter Driving
- ▶ Negative Hanford Preceptions
- ▶ Difficult to Track Heavy Weekend Traffic on Pass
- ▶ Budget Sensitive
- ▶ Perceived Lack of Family Activities
- ▶ Price of Airfare/ Inconvenience of Air Travel

## Business Travel

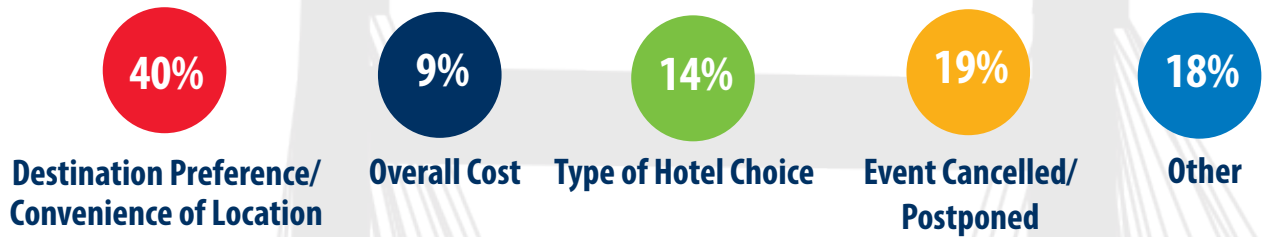
### DESTINATION STRENGTHS

- ▶ Less Price Sensitive for Airfare and Hotels
- ▶ Recently Expanded Tri-Cities Airport.
- ▶ Mid-week Demand Complements Weekend and Convention Groups
- ▶ Direct Flights From Minneapolis, Denver, Salt Lake City, Seattle, Mesa/Phoenix, San Francisco and Los Angeles.
- ▶ Forecast for Hanford is Relatively Stable

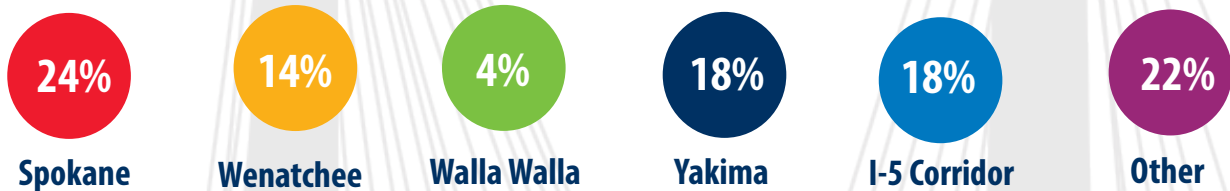
### DESTINATION CHALLENGES

- ▶ Destination Choice not Influenced by Outside Forces
- ▶ Very Dependent on Hanford Business Trends
- ▶ Mostly Mid-Week Travel

## Lost Business Analysis by Reason



## Lost Business Analysis by Location



## Request for Proposal (RFP) Production

Each year the Visit Tri-Cities sports and convention sales managers issue qualified leads to hotel and meeting partners. The table below outlines the production of leads by quarter, the actual arrival of the events (if they can be converted) ranges on average from one to five years in the future.

|                     | 2017 | 2018 | 2019 | 2020 |
|---------------------|------|------|------|------|
| <b>Leads Issued</b> |      |      |      |      |
| <b>Qtr 1</b>        | 64   | 54   | 40   | 45*  |
| <b>Qtr 2</b>        | 62   | 66   | 64   | 65*  |
| <b>Qtr 3</b>        | 58   | 70   | 81*  | 80*  |
| <b>Qtr 4</b>        | 70   | 83   | 80*  | 80*  |
| <b>Total</b>        | 254  | 273  | 265* | 270* |

\* Estimated production

## Converted Bookings

The table below refers to the number of sporting events and conventions booked each year, by quarter. The leads generated to initiate these converted bookings are issued one to five years prior to the event being booked. The arrival dates for these events range from taking place in the same year they are booked, to taking place five (or more) years in the future.

|                        | 2017 | 2018 | 2019 | 2020 |
|------------------------|------|------|------|------|
| <b>Leads Converted</b> |      |      |      |      |
| <b>Qtr 1</b>           | 49   | 38   | 34   | 40*  |
| <b>Qtr 2</b>           | 46   | 46   | 43   | 45*  |
| <b>Qtr 3</b>           | 43   | 46   | 53*  | 50*  |
| <b>Qtr 4</b>           | 55   | 72   | 70*  | 70*  |
| <b>Total</b>           | 193  | 202  | 200* | 205* |

\* Estimated production



# MEETINGS & CONVENTIONS



## 2020 CONVENTION SALES GOALS



29,000  
Guest rooms  
booked



Direct hotel  
spending of  
\$3,161,000



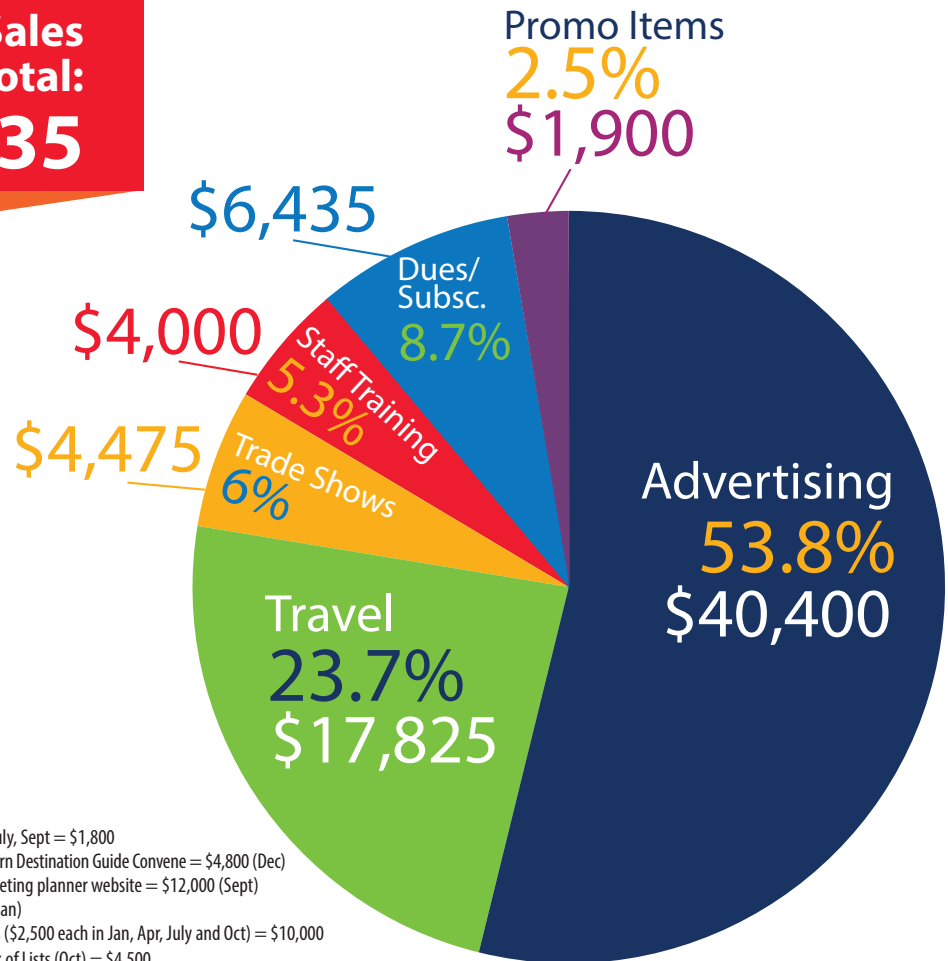
Economic  
impact of  
\$7,177,500



## 2020 ACTIONS

- **Sales Blitz:** Develop two multi-day sales blitzes events in Olympia (Spring and Fall), encourage hotel participation in Spring Blitz.
- **Customer Events:** Organize meeting planner customer luncheon in the spring to promote the Tri-Cities as a destination. Event to be held in conjunction with the Olympia Spring Sales Blitz.
- **Sales Calls:** Two sales trips to the greater Seattle/Puget Sound area.
- **Meeting Planner FAM Tours:** Host qualified meeting planners for individual, customized FAM tours.
- **Relationships:** Continue staff attendance at Washington Society of Association Executives (WSAE) and Professional Convention Management Association (PCMA) monthly/quarterly meetings to strengthen relationship with key meeting planners.
- **National Trade Shows:** Attend the 2020 National Tour Association Annual Convention.
- **Digital:** With the addition of a Digital Marketing Manager we will continue to advertise campaigns through geo locating, consumer search.

**Convention Sales  
Program Total:  
\$75,035**



#### ADVERTISING

- Misc. Ad projects \$600 in Feb, July, Sept = \$1,800
- Destinations International Western Destination Guide Convene = \$4,800 (Dec)
- Cvent – enhanced listing on meeting planner website = \$12,000 (Sept)
- DI – EmpowerMINT = \$7,300 (Jan)
- Northwest Meetings and Events (\$2,500 each in Jan, Apr, July and Oct) = \$10,000
- Meetings News Northwest Book of Lists (Oct) = \$4,500

#### TRADE SHOWS

- Meeting Planner Intl.: Registration (\$300), buyer program (\$675) fees = \$975 (Jan)
- Meeting Planner Intl.: Sponsorship = \$1,000 (Feb)
- Washington Society of Association Executives: Convention registration for 2 staff @ \$400 each = \$800 (May)
- Society of Government Meeting Professionals Winter Workshop: registration = \$100 (Jan)
- National Tour Association = \$1,600 (Oct)

#### PROMO ITEMS

- Amenities: \$400: Feb, July and Sept = \$1,200
- Logo'd items: \$350 in Feb and Aug = \$700

#### TRAVEL

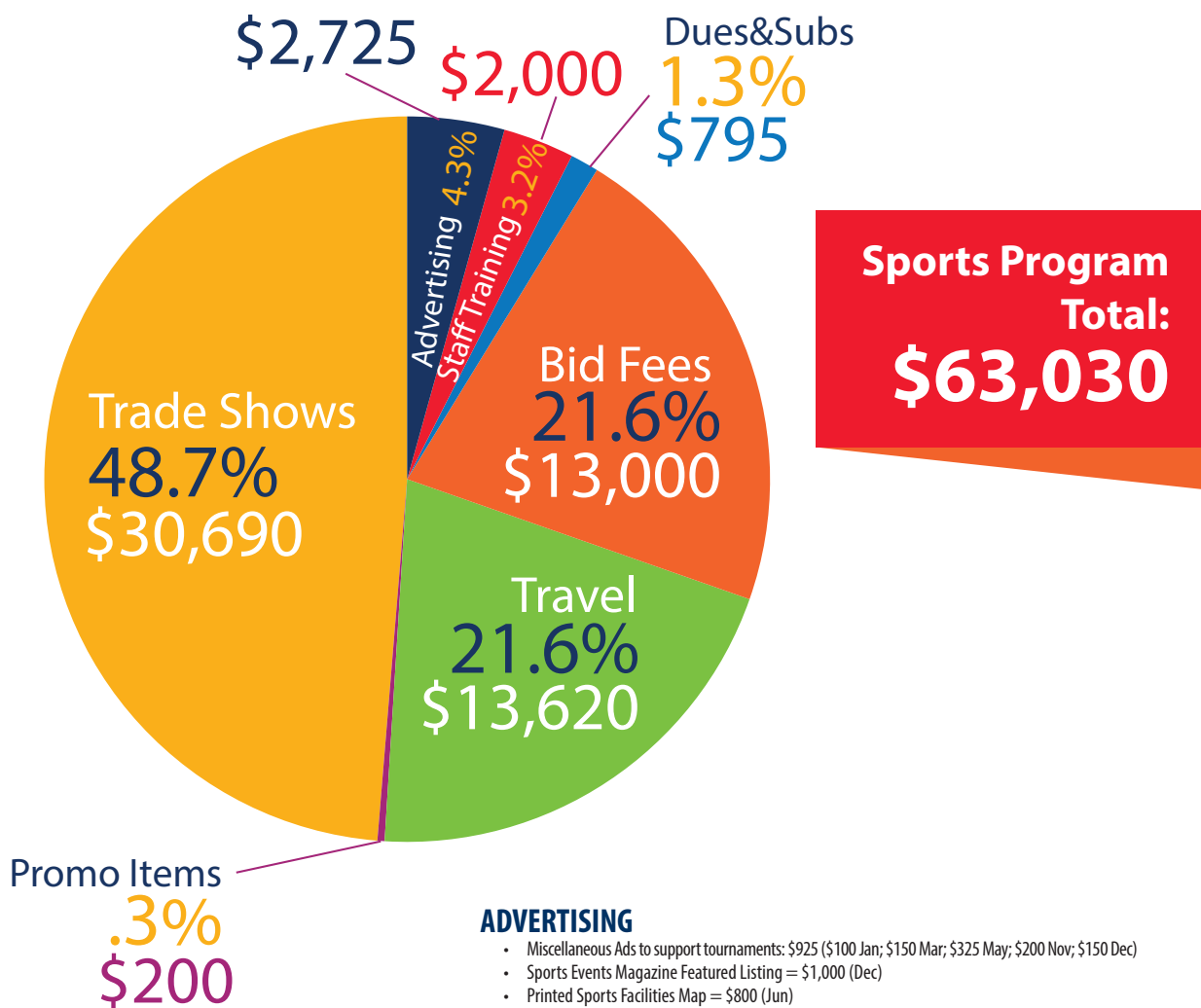
- Mileage for site inspections when VTC mobile is not available = \$800 per year
- Professional Convention Management Association: attend 2 meetings per year; Apr and June at \$500 each = \$1,000
- Washington Society of Association Execs: attend 2 meetings per year; May and Oct at \$500 each = \$1,000
- Meeting Planners Intl.: Annual Convention: hotel, meals, and flight = \$1,000 (Mar)
- Olympia Spring Sales Blitz: \$500 per staff person, 4 people = \$2,000 (Mar)
- Washington Society of Association Execs Convention: hotel, meals, travel for 2 staff @ \$500 each = \$1,000 (Jun)
- Olympia Fall Sales Blitz: \$375 per staff person, 3 people = \$1,125 (Oct)
- Training Classes: continuing education courses for 4 staff, hotel, meals and travel @ \$2,000 per session (Feb, May, Aug and Sept) = \$8,000
- Society of Government Meeting Professionals Winter Workshop: hotel, meals, travel = \$300 (Feb)
- National Tour Association: hotel, meals, travel = \$1,600 (Oct)

#### STAFF DEVELOPMENT

- Continuing Education Training Courses: 4 staff to attend, \$1,000 registration in Feb, May, Aug and Sept = \$4,000

#### DUES AND SUBSCRIPTIONS

- Washington Society Association Executives Sapphire level sponsorship \$2,550 (Jan)
- Washington Society Association Executives Dues \$265 each for 2 staff due = \$530 (June)
- Meeting Planners International Dues \$375 (Dec)
- Society Government Meeting Professionals Dues \$400 (Apr)
- Religious Conference Management Association Dues \$195 (May)
- Professional Conference Management Association Dues \$485 (Mar)
- National Tour Association Dues \$700 (Feb)
- Christian Meetings & Conventions Association Dues \$250 (Jan)
- Military Reunion Connection Dues \$250 (Feb)
- NTA Sponsorship \$700 (Oct)



#### ADVERTISING

- Miscellaneous Ads to support tournaments: \$925 (\$100 Jan; \$150 Mar; \$325 May; \$200 Nov; \$150 Dec)
- Sports Events Magazine Featured Listing = \$1,000 (Dec)
- Printed Sports Facilities Map = \$800 (Jun)

#### BID FEES

- USTA Tennis = \$7,000 (Aug)
- National Association of Intercollegiate Athletics, Softball Opening Rounds = \$6,000 (May)

#### TRAVEL

- National Association of Sports Commissions (NASC) Symposium: \$1,420 per staff (Hotel-\$180 x 4 = \$720; Airfare-\$575; Meals-\$125) x 2 staff = \$2,840 (Apr)
- TEAMS Conference: (Hotel-\$180 x 4 = \$720; Airfare-\$875; Meals-\$150) = \$1,745 (Oct)
- S.P.O.R.T.S-Relationship Conference: (Hotel-\$180 x 4 = \$720; Airfare-\$875; Meals-\$150) = \$1,745 (Sept)
- Connect Sports Marketplace: (Hotel = \$950, Airfare = \$700, Meals = \$150) = \$1,800 (Aug)
- eSportsTravel Summit: (Hotel-\$180 x 3 = \$540; Airfare-\$800; Meals-\$150) = \$1,490 (July)
- Staff Development, Continuing Education Travel: \$2,000 in May and July = \$4,000

#### TRADE SHOWS

- TEAMS Conference: registration = \$2,600 (Feb)
- TEAMS Conference: sponsorship = \$7,400 (Feb)
- S.P.O.R.T.S-Relationship Conference: registration \$1,400, sponsorship \$4,500 = \$5,900 (Mar)
- National Association of Sports Commissions (NASC) Symposium: \$1,395 for staff #1, \$995 for 2nd staff = \$2,390 (Dec)
- Connect Sports Marketplace: registration \$4,250, sponsorship \$6,750 = \$11,000 (Mar)
- eSportsTravel Summit: registration = \$1,400 (Feb)

#### STAFF DEVELOPMENT

- Continuing Education Training Courses: 2 staff to attend, \$1,000 registration in May and July = \$2,000

#### PROMO ITEMS

- Sports Amenities: \$200 (Apr)

#### DUES AND SUBSCRIPTIONS

- National Association of Sports Commissions (NASC) Membership: \$795 (Dec)



# SPORTS EVENTS

## 2020 ACTIONS

- **Sports Council:** Organize and administer activities for the Tri-Cities Sports Council.
- **Advertising:** Place print and digital advertising as appropriate in publications such as: Sports Events, Sports Destination Management, and Connect Sports.
- **Sales Blitz:** Conduct sales calls in October in the greater Seattle area.
- **Promote Resources:** Reprint and update the sports facilities guide.
- **FAM Tours & Services:** Arrange site inspections for tournament planners, provide tools and information for promotional purposes and communicate with tournament planners during their event.
- **Opportunity Fund:** Utilize the opportunity fund specifically to offset tournament costs for groups that block more than 300 rooms per night city-wide.
- **Trade Shows:** Promote the Tri-Cities as a premier sports destination at National Tradeshow Events such as Teams, S.P.O.R.T.S, Connect Sports Marketplace, eSportsTravel Summit, and National Association of Sports Commissions. Promote the Destination Sponsor events at annual national sports trade shows, where we conduct one-on-ones appointments with decision makers.
- **Bidding Fees:** Bid on new regional/ national level tournaments that demand bidding fees to host events.

## 2020 SALES GOALS



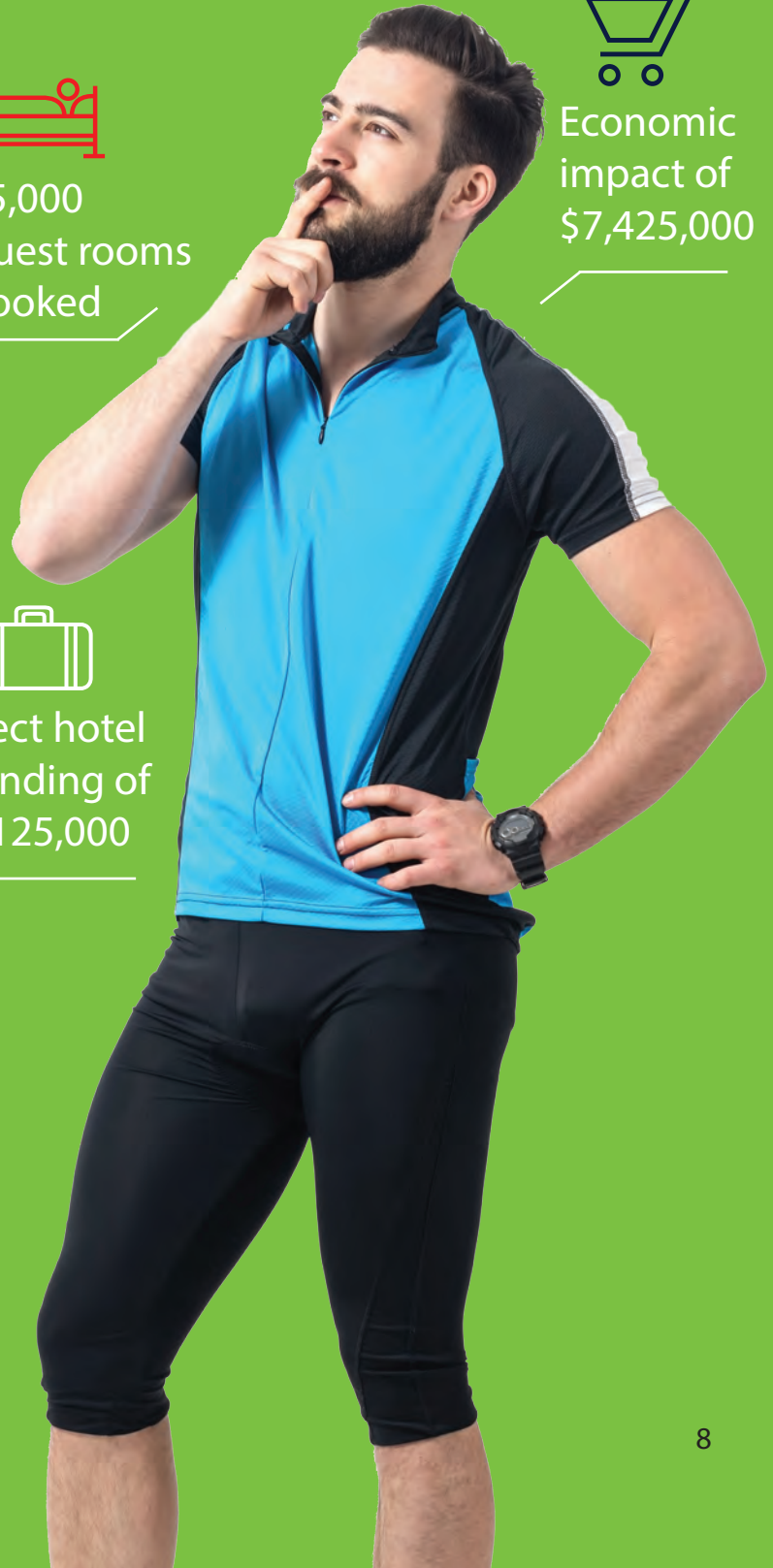
25,000  
Guest rooms  
booked



Economic  
impact of  
\$7,425,000



Direct hotel  
spending of  
\$3,125,000



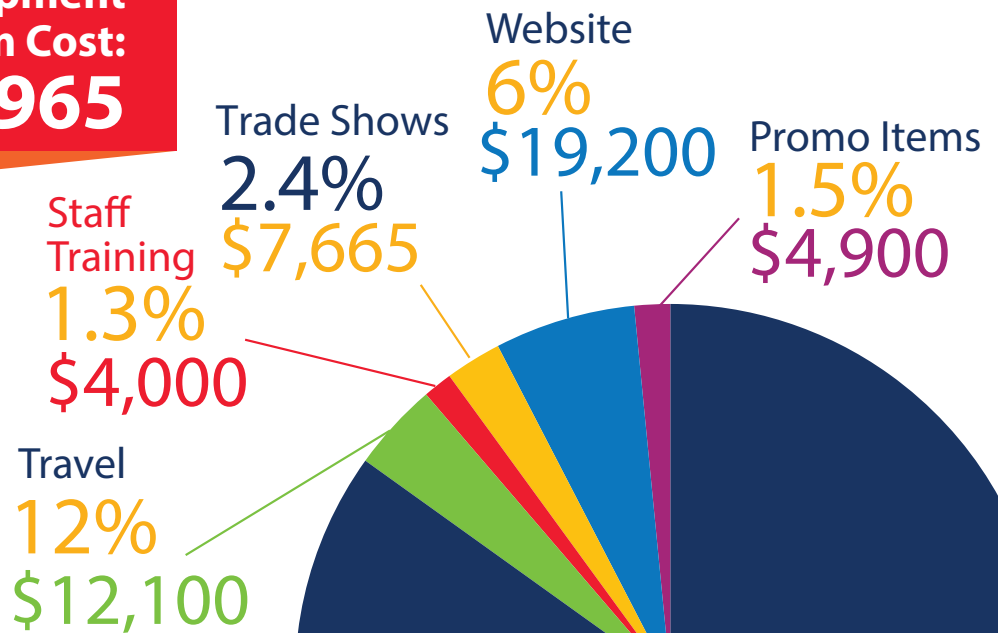


# TOURISM DEVELOPMENT

## 2020 ACTIONS

- **Website:** The Visit Tri-Cities website, VisitTri-Cities.com, is the one of the organization's primary marketing tools and all campaigns direct consumers to the website. In early 2019 a digital marketing manager position was added to manage digital campaigns in-house, which is more expedient and more cost effective. By monitoring website performance, we can evaluate the success of our digital campaigns effectively. Through the first six month of the year visits to the site have increased by 40% over prior year, new users are up 42% and the mix of sales is skewing higher for users outside of the area, which speaks to the ability for digital advertising to target who receives our messages and where messages appear. In 2020 we will offer members the opportunity to add enhanced video listings. The age of the website is nearing five years. Each year funding has been set aside in reserves for either a refresh or re-build, and the RFP process should begin in late 2020 or early 2021.
- **Promote the Destination:** Promote increased leisure travel through development of campaigns targeting wine enthusiasts, golfers, outdoor adventurers and STEM tourism.
- **Travel Trade shows:** Target travel and golf related trade shows in key Northwest markets and promote wine tourism through Taste Washington and Vintage Spokane.
- **Materials:** Publications including the Official Tri-Cities Visitor Guide, the Golf in Washington Wine Country brochure, the Wine & Dine brochure and the shopping brochure, all support the Tri-Cities brand and are targeted to key markets to increase visitor spending. These publications will be released in six-month intervals to complement each other and maximize their timeliness. Electronic versions are also posted to VisitTri-Cities.com.
- **Advertise:** Digital and social media advertising will supplement the traditional advertising. The advertising budget calls for a little more flexibility to target seasonal needs as they arise. After a few years of investing in advertising in many markets in the Northwest, we will return to the previous strategy of concentrating mostly on the Puget Sound region for regional campaigns because the largest population is centered there. National campaigns will be added where it makes sense. In 2019 we launched campaigns in Los Angeles to support new air service for example.
- **Social Media:** Visit TRI-CITIES promotes the destination through Tri-Cities WA (24,316 followers) on Facebook, as well as through Twitter, Instagram and Pinterest. In 2019 Facebook followers increased by 7.4% due to increased advertising and more creative content. In 2020 we will offer members the opportunity to purchase social media advertising packages.
- **Tri-Cities Wine Tourism Council:** There has long been the need to assist wine industry related businesses in becoming more cohesive and organized in order to market the region. Visit Tri-Cities staff provides management and leadership for the Tri-Cities Wine Tourism Council, which works on marketing projects designed to increase wine tourism.
- **Packages:** Work with member hotels to showcase their existing packages to travel media and on the Visit Tri-Cities website.
- **Consumer e-News:** User generated content on the website and social media channels will be supplemented by quarterly consumer newsletters targeted to interest groups (outdoor recreation, wine, science) to compel readers to plan leisure travel to the region.

**Total Tourism  
Development  
Program Cost:  
\$316,965**



#### ADVERTISING

- Golf & Wine Getaway Brochure: Brochure \$3,000 (Mar)
- Images for Ad Design = \$6,000 (June)
- WTA State Official Visitor Guide: \$5,000 (Nov)  
(Remainder Paid by Hotel-Motel Tax)
- Social Media/Google Ads = \$1,000 (Jan, June, Nov)  
\$2,000 (Feb, Mar, Apr, May, July, Aug, Sept, Oct)  
\$600 (Dec) = \$19,600
- Television Commercials in Puget Sound Region \$30,000  
each for Spring (May/June) and Fall (Aug/Sept) = \$60,000
- Digital Ad Campaigns targeting group, sports, leisure travel, varying by  
market and time frame as needed = \$90,500 (\$22,265 per quarter, Mar, June, Sept, Dec)
- Advertising for Hanford Section of the National Park \$10,000 in Feb, May and July = \$30,000
- Video Footage Production \$5,000 in Mar, May and June = \$15,000
- Virtual Reality Production \$5,000 in Jan and Feb = \$10,000
- Arrivalist/Airsage for visitor analytics = \$30,000 (Jan)

#### TRADE SHOWS

- Seattle Golf & Travel Show: Exhibit fees due Sept = \$1,600
- Spokane Golf & Travel Show: Exhibit fees due Oct = \$1,000
- Spokane Wine Show "Vintage Spokane" in May = \$2,065
- Equipment/Monitors to support virtual Reality Displays in Jan = \$3,000

#### TRAVEL

- Seattle Golf & Travel Show: hotels, meals, car rental, parking, and fuel for 2 staff = \$1,700 (Mar)
- Spokane Golf & Travel Show: hotels, meals, car rental, parking, and fuel for 2 staff = \$1,200 (Feb)
- Tri-Cities Wine Tourism Council: Travel allowance to support Tradeshow \$600 each show, 1 staff member (Mar, Sept) = \$1,200
- Training Classes: continuing education courses for 4 staff, hotel, meals and travel @ \$2,000 per session (Mar, May, Jul and Sept) = \$8,000

#### STAFF TRAINING

- Continuing Education Training Courses: 4 staff to attend, \$1,000 registration in Mar, May, July and Sept = \$4,000

#### WEBSITE/ INTERNET MARKETING

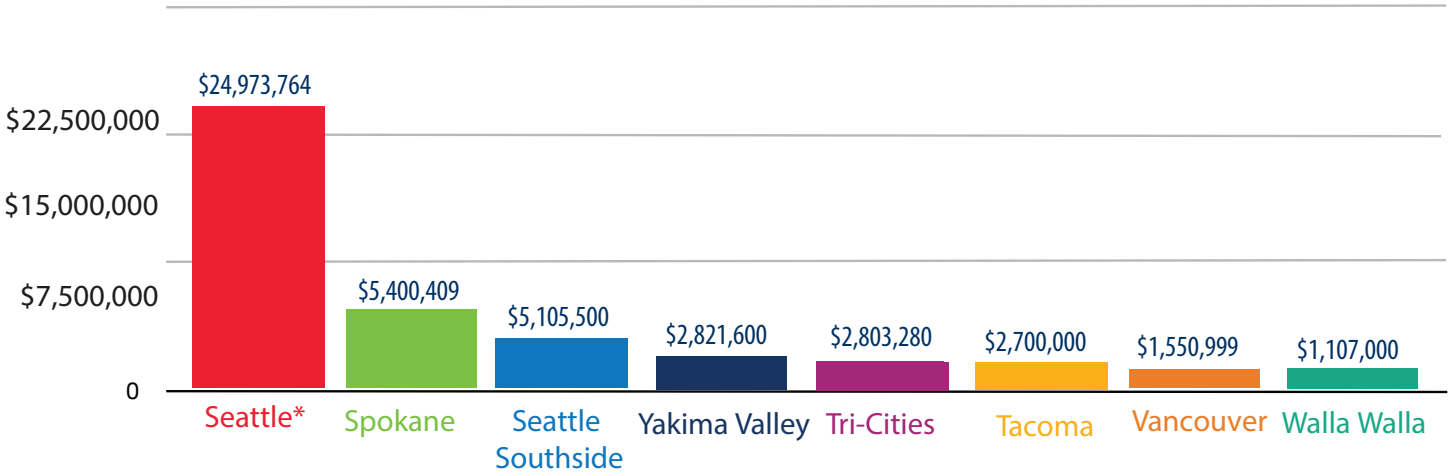
- Invest in Search Engine Optimization for new website: Aristotle Bronze SEO Package \$3,600 a quarter (Jan, Apr, July, Oct) = \$14,400
- Website Hosting Fee: \$4,800 annually = (\$1,200 a quarter, Mar, June, Sept, Dec)

#### PROMO ITEMS

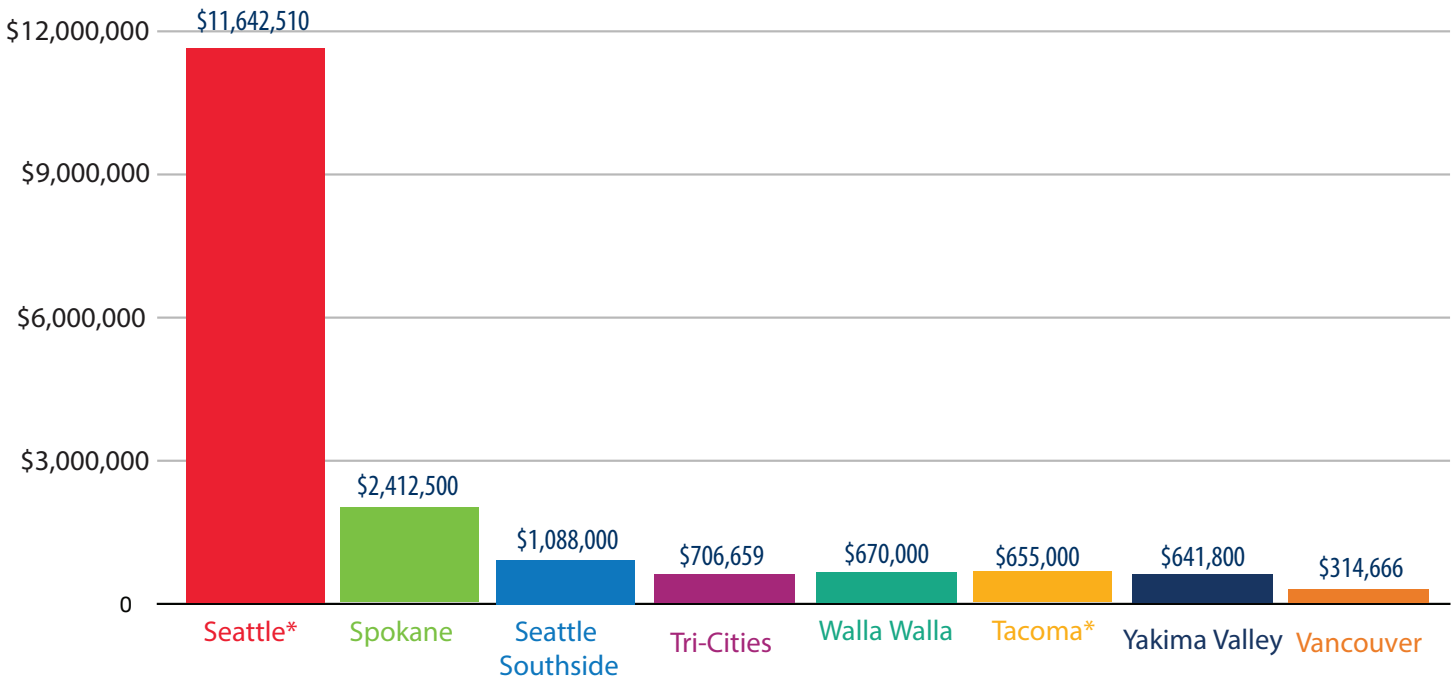
- Registration Bags in Feb = \$2,500
- Logo'd Swag \$1,200 in Apr and Aug = \$2,400

# Destination Marketing Organization (DMO) Funding Comparative

The following chart provides a **total budget** comparative (including Hotel Motel Tax, Membership Investments and Tourism Promotion Assessment) in key competitive markets:

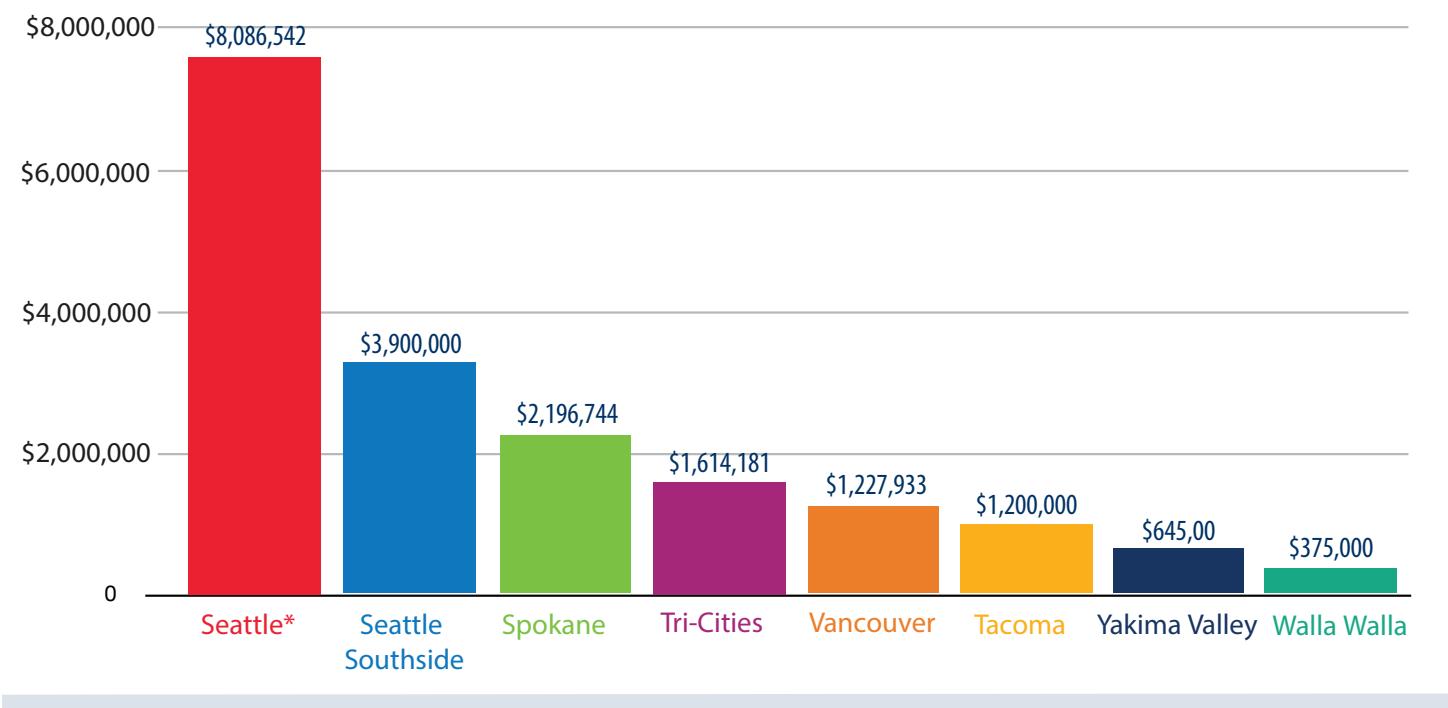


The following chart provides a comparative for **Hotel Motel Tax** investments only for each destination marketing organization within key competitor markets:



\* Includes Sports Council

The following chart provides a comparative for **Tourism Promotion Assessments** only for each destination marketing organization within key competitor markets:







# APPENDIX



## CONVENTION, TOUR, AND GROUP SALES

|                   | Jan      | Feb     | Mar     | Apr     | May     | June    | July    | Aug     | Sept     | Oct      | Nov  | Dec     | Total    |
|-------------------|----------|---------|---------|---------|---------|---------|---------|---------|----------|----------|------|---------|----------|
| Advertising       | \$9,800  | \$600   | \$0     | \$2,500 | \$0     | \$0     | \$3,100 | \$0     | \$12,600 | \$7,000  | \$0  | \$4,800 | \$40,400 |
| Travel            | \$50     | \$2,350 | \$3,100 | \$550   | \$2,550 | \$1,600 | \$50    | \$2,050 | \$2,100  | \$3,275  | \$50 | \$100   | \$17,825 |
| Trade Show        | \$1,075  | \$1,000 | \$0     | \$0     | \$800   | \$0     | \$0     | \$0     | \$0      | \$1,600  | \$0  | \$0     | \$4,475  |
| Staff Development | \$0      | \$1,000 | \$0     | \$0     | \$1,000 | \$0     | \$0     | \$1,000 | \$1,000  | \$0      | \$0  | \$0     | \$4,000  |
| Promo items       | \$0      | \$750   | \$0     | \$0     | \$0     | \$0     | \$400   | \$350   | \$400    | \$0      | \$0  | \$0     | \$1,900  |
| Dues/Subsc.       | \$2,800  | \$950   | \$485   | \$400   | \$195   | \$530   | \$0     | \$0     | \$0      | \$700    | \$0  | \$375   | \$6,435  |
| Totals:           | \$13,725 | \$6,650 | \$3,585 | \$3,450 | \$4,545 | \$2,130 | \$3,550 | \$3,400 | \$16,100 | \$12,575 | \$50 | \$5,275 | \$75,035 |

### Advertising:

Misc. Ad projects: \$600 in Feb, July, Sept = \$1,800  
 DMA West Western Destination Guide Convene = \$4,800 (Dec)  
 Cvent – enhanced listing on meeting planner website = \$12,000 (Sept)  
 DI–EmpowerMINT = \$7,300 (Jan)  
 Northwest Meetings and Events: (\$2,500 each in Jan, Apr, July and Oct) = \$10,000  
 Meetings News Northwest: Book of Lists (Oct) = \$4,500

### Travel:

Mileage for site inspections when VTC mobile is not available = \$800 per year  
 Professional Convention Management Association: attend 2 meetings per year; Apr and June at \$500 each = \$1,000  
 Washington Society of Association Execs: attend 2 meetings per year; May and Oct at \$500 each = \$1,000  
 Meeting Planners Intl.: Annual Convention: hotel, meals, and flight = \$1,000 (Mar)  
 Olympia Spring Sales Blitz: \$500 per staff person, 4 people = \$2,000 (Mar)  
 Washington Society of Association Execs Convention: hotel, meals, travel for 2 staff @ \$500 each = \$1,000 (Jun)  
 Olympia Fall Sales Blitz: \$375 per staff person, 3 people = \$1,125 (Oct)  
 Training Classes: continuing education courses for 4 staff, hotel, meals and travel @ \$2,000 per session (Feb, May, Aug and Sept) = \$8,000  
 Society of Government Meeting Professionals Winter Workshop: hotel, meals, travel = \$300 (Feb)  
 National Tour Association: hotel, meals, travel = \$1,600 (Oct)

### Trade Shows:

Meeting Planner Intl.: Registration (\$300), buyer program (\$675) fees = \$975 (Jan)  
 Meeting Planner Intl.: Sponsorship = \$1,000 (Feb)  
 Washington Society of Association Executives: Convention registration for 2 staff @ \$400 each = \$800 (May)  
 Society of Government Meeting Professionals Winter Workshop: registration = \$100 (Jan)  
 National Tour Association = \$1,600 (Oct)

### Staff Development:

Continuing Education Training Courses: 4 staff to attend, \$1,000 registration in Feb, May, Aug and Sept = \$4,000

### Promo Items:

Amenities: \$400: Feb, July and Sept = \$1,200  
 Logo'd items: \$350 in Feb and Aug = \$700

### Dues and Subscriptions:

Washington Society Association Executives Sapphire level sponsorship: \$2,550 (Jan)  
 Washington Society Association Executives Dues: \$265 each for 2 staff due = \$530 (June)  
 Meeting Planners International Dues: \$375 (Dec)  
 Society Government Meeting Professionals Dues: \$400 (Apr)  
 Religious Conference Management Association Dues: \$195 (May)  
 Professional Conference Management Association Dues \$485 (Mar)  
 National Tour Association Dues \$700 (Feb)  
 Christian Meetings & Conventions Association Dues: \$250 (Jan)  
 Military Reunion Connection Dues: \$250 (Feb)  
 NTA Sponsorship: \$700 (Oct)

## SPORTS GROUP SALES

|                   | Jan   | Feb      | Mar      | Apr     | May     | June  | July    | Aug     | Sept    | Oct     | Nov   | Dec     | Total    |
|-------------------|-------|----------|----------|---------|---------|-------|---------|---------|---------|---------|-------|---------|----------|
| Advertising       | \$100 | \$0      | \$150    | \$0     | \$325   | \$800 | \$0     | \$0     | \$0     | \$0     | \$200 | \$1,150 | \$2,725  |
| Bidding Fees      | \$0   | \$0      | \$0      | \$0     | \$6,000 | \$0   | \$0     | \$7,000 | \$0     | \$0     | \$0   | \$0     | \$13,000 |
| Travel            | \$0   | \$0      | \$0      | \$2,840 | \$2,000 | \$0   | \$3,490 | \$1,800 | \$1,745 | \$1,745 | \$0   | \$0     | \$13,620 |
| Trade Show        | \$0   | \$11,400 | \$16,900 | \$0     | \$0     | \$0   | \$0     | \$0     | \$0     | \$0     | \$0   | \$2,390 | \$30,690 |
| Staff Development | \$0   | \$0      | \$0      | \$0     | \$1,000 | \$0   | \$1,000 | \$0     | \$0     | \$0     | \$0   | \$0     | \$2,000  |
| Promo items       | \$0   | \$0      | \$0      | \$200   | \$0     | \$0   | \$0     | \$0     | \$0     | \$0     | \$0   | \$0     | \$200    |
| Dues/Subsc.       | \$0   | \$0      | \$0      | \$0     | \$0     | \$0   | \$0     | \$0     | \$0     | \$0     | \$0   | \$795   | \$795    |
| Totals:           | \$100 | \$11,400 | \$17,050 | \$3,040 | \$9,325 | \$800 | \$4,490 | \$8,800 | \$1,745 | \$1,745 | \$200 | \$4,335 | \$63,030 |

### Advertising:

Miscellaneous Ads to support tournaments: \$925 (\$100 Jan; \$150 Mar; \$325 May; \$200 Nov; \$150 Dec)

Sports Events Magazine Featured Listing = \$1,000 (Dec)

Printed Sports Facilities Map = \$800 (Jun)

### Bidding Fees:

USTA Tennis = \$7,000 (Aug)

National Association of Intercollegiate Athletics, Softball Opening Rounds = \$6,000 (May)

### Travel:

National Association of Sports Commissions (NASC) Symposium: \$1,420 per staff (Hotel-\$180 x 4 = \$720; Airfare-\$575; Meals-\$125) x 2 staff = \$2,840 (Apr)

TEAMS Conference: (Hotel-\$180 x 4 = \$720; Airfare-\$875; Meals-\$150) = \$1,745 (Oct)

S.P.O.R.T.S-Relationship Conference: (Hotel-\$180 x 4 = \$720; Airfare-\$875; Meals-\$150) = \$1,745 (Sept)

Connect Sports Marketplace: (Hotel = \$950, Airfare = \$700, Meals = \$150) = \$1,800 (Aug)

eSportsTravel Summit: (Hotel-\$180 x 3 = \$540; Airfare-\$800; Meals-\$150) = \$1,490 (July)

Staff Development, Continuing Education Travel: \$2,000 in May and July = \$4,000

### Trade Shows:

TEAMS Conference: registration = \$2,600 (Feb)

TEAMS Conference: sponsorship = \$7,400 (Feb)

S.P.O.R.T.S-Relationship Conference: registration \$1,400, sponsorship \$4,500 = \$5,900 (Mar)

National Association of Sports Commissions (NASC) Symposium: \$1,395 for staff #1, \$995 for staff #2 = \$2,390 (Dec)

Connect Sports Marketplace: registration \$4,250, sponsorship \$6,750 = \$11,000 (Mar)

eSportsTravel Summit: registration = \$1,400 (Feb)

### Staff Development:

Continuing Education Training Courses: 2 staff to attend, \$1,000 registration in May and July = \$2,000

### Promo Items:

Sports Amenities: \$200 (Apr)

### Dues and Subscriptions:

National Association of Sports Commissions (NASC) Membership: \$795 (Dec)



## TOURISM DEVELOPMENT

|                   | Jan      | Feb      | Mar      | Apr     | May      | June     | July     | Aug      | Sept     | Oct     | Nov     | Dec      | Total     |
|-------------------|----------|----------|----------|---------|----------|----------|----------|----------|----------|---------|---------|----------|-----------|
| Advertising       | \$36,000 | \$17,000 | \$32,625 | \$2,000 | \$32,000 | \$49,625 | \$12,000 | \$17,000 | \$39,625 | \$2,000 | \$6,000 | \$23,225 | \$269,100 |
| Travel            | \$0      | \$1,200  | \$3,700  | \$0     | \$2,000  | \$0      | \$2,000  | \$0      | \$3,200  | \$0     | \$0     | \$0      | \$12,100  |
| Staff Development | \$0      | \$0      | \$1,000  | \$0     | \$1,000  | \$0      | \$1,000  | \$0      | \$1,000  | \$0     | \$0     | \$0      | \$4,000   |
| Trade Show        | \$3,000  | \$0      | \$0      | \$0     | \$2,065  | \$0      | \$0      | \$0      | \$1,600  | \$1,000 | \$0     | \$0      | \$7,665   |
| Website           | \$3,600  | \$0      | \$1,200  | \$3,600 | \$0      | \$1,200  | \$3,600  | \$0      | \$1,200  | \$3,600 | \$0     | \$1,200  | \$19,200  |
| Promo Items       | \$0      | \$2,500  | \$0      | \$1,200 | \$0      | \$0      | \$0      | \$1,200  | \$0      | \$0     | \$0     | \$0      | \$4,900   |
| Totals:           | \$42,600 | \$20,700 | \$38,525 | \$6,800 | \$37,065 | \$50,825 | \$18,600 | \$18,200 | \$46,625 | \$6,600 | \$6,000 | \$24,425 | \$316,965 |

### Advertising:

Golf & Wine Getaway Brochure: Brochure \$3,000 (Mar)

Images for Ad Design = \$6,000 (June)

WTA State Official Visitor Guide: \$5,000 (Nov) (Remainder Paid by Hotel-Motel Tax)

Social Media/Google Ads = \$1,000 (Jan, June, Nov) \$2,000 (Feb, Mar, Apr, May, July, Aug, Sept, Oct) \$600 (Dec) = \$19,600

Television Commercials in Puget Sound Region \$30,000 each for Spring (May/June) and Fall (Aug/Sept) = \$60,000

Digital Ad Campaigns targeting group, sports, leisure travel, varying by market and time frame as needed = \$90,500 (\$22,265 per quarter, Mar, June, Sept, Dec)

Advertising for Hanford Section of the National Park \$10,000 in Feb, May and July = \$30,000

Video Footage Production \$5,000 in Mar, May and June = \$15,000

Virtual Reality Production \$5,000 in Jan and Feb = \$10,000

Arrivalist/Airsage for visitor analytics = \$30,000 (Jan)

### Trade Shows:

Seattle Golf & Travel Show: Exhibit fees due Sept = \$1,600

Spokane Golf & Travel Show: Exhibit fees due Oct = \$1,000

Spokane Wine Show "Vintage Spokane" in May = \$2,065

Equipment/Monitors to support virtual Reality Displays in Jan = \$3,000

### Travel:

Seattle Golf & Travel Show: hotels, meals, car rental, parking, and fuel for 2 staff = \$1,700 (Mar)

Spokane Golf & Travel Show: hotels, meals, car rental, parking, and fuel for 2 staff = \$1,200 (Feb)

Tri-Cities Wine Tourism Council: Travel allowance to support Tradeshow \$600 each show, 1 staff member (Mar, Sept) = \$1,200

Training Classes: continuing education courses for 4 staff, hotel, meals and travel @ \$2,000 per session (Mar, May, Jul and Sept) = \$8,000

### Staff Development:

Continuing Education Training Courses: 4 staff to attend, \$1,000 registration in Mar, May, July and Sept = \$4,000

### Website/ Internet Marketing:

Invest in Search Engine Optimization for new website: Aristotle Bronze SEO Package \$3,600 a quarter (Jan, Apr, July, Oct) = \$14,400

Website Hosting Fee: \$4,800 annually = (\$1,200 a quarter, Mar, June, Sept, Dec)

### Promo Items:

Registration Bags in Feb = \$2,500

Logo'd Swag \$1,200 in Apr and Aug = \$2,400



# Guest Room Productivity

| Market Segments                           | 2018<br>Actuals | 2019<br>Forecasted<br>Productivity | 2020 Goals    |
|-------------------------------------------|-----------------|------------------------------------|---------------|
| Citywide Conventions                      | 13,746          | 13,000                             | 13,500        |
| Single Property Meetings &<br>Conventions | 14,356          | 15,000                             | 15,500        |
| Sporting Events                           | 24,458          | 24,500                             | 25,000        |
| <b>Total</b>                              | <b>52,560</b>   | <b>52,500</b>                      | <b>54,000</b> |

## Return on Investment

Economic Impact of Groups Booked in 2020 for Future

|             |                     |
|-------------|---------------------|
| Conventions | \$ 7,177,500        |
| Sports      | <u>\$ 7,425,000</u> |
|             | \$ 14,602,500       |

2020 Investment in Convention & Sports Marketing: \$ 715,799

**Return on each dollar invested: \$20.40**

| 2020 TPA Budget |                        |               |                 |                           |  |                       |                            |
|-----------------|------------------------|---------------|-----------------|---------------------------|--|-----------------------|----------------------------|
| Revenue         |                        | 2019 Budget   | 2019 Forecast   | Forecast Variance to 2019 |  | 2020 Projected Budget | Variance to F/C            |
|                 | City of Kennewick      | \$ 716,045    | \$ 691,201.00   | \$ (24,844)               |  | \$ 694,098            | 2,897                      |
|                 | City of Pasco          | \$ 374,296    | \$ 344,296.00   | \$ (30,000)               |  | \$ 338,978            | -5,318                     |
|                 | City of Richland       | \$ 537,033    | \$ 547,033.00   | \$ 10,000                 |  | \$ 581,105            | 34,072                     |
| 1000            | Total Revenues:        | \$ 1,627,374  | \$ 1,582,530.00 | \$ (44,844)               |  | \$ 1,614,181          | 31,651                     |
|                 |                        |               |                 | \$ -                      |  |                       |                            |
| Expense         |                        |               |                 |                           |  |                       |                            |
| 5010            | Salaries               | \$ 665,437.00 | \$ 662,437.00   | \$ (3,000)                |  | \$ 688,727.00         | \$ 26,290.00 3.5% increase |
| 5012-5015       | Benefits               | \$ 126,452.00 | \$ 120,452.00   | \$ (6,000)                |  | \$ 138,475.00         | \$ 18,023.00 4% match      |
| 5030            | Payroll Taxes          | \$ 58,539.00  | \$ 59,619.00    | \$ 1,080                  |  | \$ 61,986.00          | \$ 2,367.00                |
| 5035            | Accounting Services    | \$ 24,262.00  | \$ 24,262.00    | \$ -                      |  | \$ 24,747.00          | \$ 485.00                  |
| 5050            | Telephone & Toll free  | \$ 8,500.00   | \$ 8,000.00     | \$ (500)                  |  | \$ 7,500.00           | \$ (500.00)                |
| 5060            | Office Expense         | \$ 15,034.00  | \$ 15,034.00    | \$ -                      |  | \$ 12,000.00          | \$ (3,034.00)              |
| 5070            | Office Insurance       | \$ 3,800.00   | \$ 3,800.00     | \$ -                      |  | \$ 4,800.00           | \$ 1,000.00                |
| 5080            | Postage                | \$ 11,000.00  | \$ 8,500.00     | \$ (2,500)                |  | \$ 7,500.00           | \$ (1,000.00)              |
| 5085            | VTC Mobile             | \$ 0          | \$ -            | \$ -                      |  | \$ 3,660              | \$ 3,660.00                |
| 5090            | Equipment Upkeep       | \$ 22,500.00  | \$ 16,600.00    | \$ (5,900)                |  | \$ 22,500.00          | \$ 5,900.00                |
| 5095            | Capital Expenditures   | \$ 10,000.00  | \$ 10,000.00    | \$ -                      |  | \$ 8,500.00           | \$ (1,500.00)              |
| 5100            | Office Rent            | \$ 63,000.00  | \$ 63,000.00    | \$ -                      |  | \$ 63,000.00          | \$ -                       |
| 5105            | Legal/Professional     | \$ 2,500.00   | \$ 500.00       | \$ (2,000)                |  | \$ 2,000.00           | \$ 1,500.00                |
| 5110            | Dues & Subscriptions   | \$ 7,200.00   | \$ 7,200.00     | \$ -                      |  | \$ 7,200.00           | \$ -                       |
| 5120            | Visitor Guide          | \$ 18,000.00  | \$ 18,000.00    | \$ -                      |  | \$ -                  | \$ (18,000.00)             |
| 5115            | Computer Licensing Fee | \$ 23,000.00  | \$ 23,000.00    | \$ -                      |  | \$ 23,000.00          | \$ -                       |
| 5225            | Website Maintenance    | \$ 20,000.00  | \$ 20,000.00    | \$ -                      |  | \$ 20,000.00          | \$ -                       |
| 5230            | Training               | \$ 10,000.00  | \$ 10,000.00    | \$ -                      |  | \$ 10,000.00          | \$ -                       |
| 5290            | Advertising/Marketing  | \$ 314,840.00 | \$ 298,840.00   | \$ (16,000)               |  | \$ 312,236.00         | \$ 13,396.00               |
| 5300            | Promo Items *          | \$ 8,500.00   | \$ 8,500.00     | \$ -                      |  | \$ 7,000.00           | \$ (1,500.00)              |
| 5310            | Bid Fees               | \$ 21,000.00  | \$ 15,000.00    | \$ (6,000)                |  | \$ 13,000.00          | \$ (2,000.00)              |
| 5313            | Customer Events *      |               |                 | \$ -                      |  | \$ -                  | \$ -                       |
| 5315            | Travel                 | \$ 56,660.00  | \$ 52,636.00    | \$ (4,024)                |  | \$ 43,520.00          | \$ (9,116.00)              |
| 5317            | Trade Shows            | \$ 47,150.00  | \$ 47,150.00    | \$ -                      |  | \$ 42,830.00          | \$ (4,320.00)              |
| 5500            | Opportunity Fund       | \$ 90,000.00  | \$ 90,000.00    | \$ -                      |  | \$ 90,000.00          | \$ -                       |
| 5510            | Reserves               |               |                 |                           |  | \$ -                  | \$ -                       |
| Total Expenses  |                        | \$ 1,627,374  | \$ 1,582,530    | \$ (44,844)               |  | \$ 1,614,181          | \$ 31,651.00               |
|                 |                        |               |                 |                           |  |                       |                            |

## Destination Marketing Funding Comparative

The following chart provides a **Total Budget** comparative (including Hotel Motel Tax, Membership Investments and Tourism Promotion Assessment) in key competitive markets:

| Competing City                      | Bureau Budget | Number of Hotel Rooms | \$ Spent per Room |
|-------------------------------------|---------------|-----------------------|-------------------|
| Visit Seattle & Sports Council      | \$24,973,764  | 14,393                | \$1,735           |
| Visit Spokane                       | \$5,400,409   | 8,167                 | \$661             |
| Seattle Southside Tourism Authority | \$5,105,500   | 8,786                 | \$581             |
| Yakima Valley Tourism               | \$2,821,600   | 2,424                 | \$1,164           |
| Visit Tri-Cities                    | \$2,803,280   | 4,506                 | \$622             |
| Travel Tacoma & Sports Council      | \$2,700,000   | 7,200                 | \$375             |
| Visit Vancouver USA                 | \$1,550,999   | 2,900                 | \$535             |
| Walla Walla Tourism                 | \$1,107,000   | 1,000                 | \$1,107           |

The following chart provides a comparative for **Hotel Motel Tax** investments only for each destination marketing organization within key competitor markets:

| Competing City                      | Hotel Motel Tax | Number of Hotel Rooms | \$ Spent per Room |
|-------------------------------------|-----------------|-----------------------|-------------------|
| Visit Seattle & Sports Council      | \$11,642,510    | 14,393                | \$809             |
| Visit Spokane                       | \$2,412,500     | 8,167                 | \$295             |
| Seattle Southside Tourism Authority | \$1,088,000     | 8,786                 | \$124             |
| Visit Tri-Cities                    | \$706,659       | 4,506                 | \$157             |
| Walla Walla Tourism                 | \$670,000       | 1,000                 | \$670             |
| Travel Tacoma & Sports Council      | \$655,000       | 7,200                 | \$91              |
| Yakima Valley Tourism               | \$641,800       | 2,424                 | \$265             |
| Visit Vancouver USA                 | \$314,666       | 2,900                 | \$109             |

The following chart provides a comparative for **Tourism Promotion Assessments** only for each destination marketing organization within key competitor markets:

| Competing City                      | TPA Collection | Number of Hotel Rooms | \$ Spent per Room |
|-------------------------------------|----------------|-----------------------|-------------------|
| Visit Seattle & Sports Council      | \$8,086,542    | 14,393                | \$562             |
| Seattle Southside Tourism Authority | \$3,900,000    | 8,786                 | \$444             |
| Visit Spokane                       | \$2,196,744    | 6,008*                | \$365             |
| Visit Tri-Cities                    | \$1,614,181    | 4,506                 | \$358             |
| Visit Vancouver USA                 | \$1,227,933    | 2,900                 | \$423             |
| Travel Tacoma & Sports Commission   | \$1,200,000    | 7,200*                | \$167             |
| Yakima Valley Tourism               | \$645,000      | 2,424                 | \$266             |
| Walla Walla Tourism                 | \$375,000      | 930*                  | \$403             |

*\*Not all hotels contribute to the Hotel Motel Tax and/or Tourism Promotion Assessment.*









7130 W. Grandridge Blvd., Ste. B  
Kennewick, WA 99336  
(509) 735-8486 | (800) 254-5824  
[VisitTri-Cities.com](http://VisitTri-Cities.com)



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

---

**Subject:**

Resolution No. 126-19, Approving the Sale of Surplus Property and Equipment

---

**Department:**

Administrative Services

**Ordinance/Resolution Number:**

126-19

**Document Type:**

Resolution

---

**Recommended Motion:**

Adopt Resolution No. 126-19, declaring the items in Exhibit A as surplus to the City's needs, and authorizing staff to dispose of the equipment and items in a manner most advantageous to the City.

---

**Summary:**

From time to time, as City equipment and other personal property reaches the end of its useful life, the property is removed from service and disposed of according to Chapter 3.08 of the Richland Municipal Code (RMC) regarding disposition of City-owned personal property. RMC 3.08 requires Council approval for disposition of items purchased for use in a utility, or having an estimated salvage value of over \$5,000.

The listed equipment and items in Exhibit A to Resolution No. 126-19 are determined to be excess to the City, and are ready for disposition in accordance with Chapter 3.08 RMC.

Staff recommends approval of Resolution No. 126-19.

---

**Fiscal Impact:**

Proceeds from the sale of the surplus items will be deposited into the appropriate fund from which the equipment originated.

---

**Attachments:**

- I. Resolution No. 126-19

RESOLUTION NO. 126-19

A RESOLUTION of the City of Richland declaring certain vehicles and equipment surplus to the City's needs.

WHEREAS, **Exhibit A** includes a list of vehicles and equipment used in the course of service delivery by the City of Richland; and

WHEREAS, staff identify the vehicles and equipment listed on **Exhibit A** as no longer being useful, necessary or effective in said service delivery; and

WHEREAS, Richland City Council, as legislative authority of the City of Richland, has determined that the vehicles and equipment listed on **Exhibit A** are surplus to the City's needs.

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

Section 1. The City Council finds and declares that certain vehicles and equipment, as listed on **Exhibit A**, attached hereto and incorporated herein by this reference, are no longer useful, necessary or effective for City use, and are therefore surplus to the City's needs.

Section 2. Staff is hereby authorized to sell or dispose of said equipment on behalf of the City.

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

**EXHIBIT A**

| CITY ID NO. | YEAR / ID # | QTY   | EST. TOTAL VALUE | DIVISION                    | ITEM DESCRIPTION                  |
|-------------|-------------|-------|------------------|-----------------------------|-----------------------------------|
| 2345        | 2003        | 1     | \$6,500.00       | ENERGY SERVICES-SYSTEMS     | 2004 CHEV 4X4 EXT CAB TRUCK       |
| 2347        | 2003        | 1     | \$1,800.00       | PUBLIC WORKS                | 2003 CHEV BLAZER 4X4              |
| 2354        | 2004        | 1     | \$2,500.00       | ENERGY SERVICES – TECH SRV  | 2004 CHEV AWD ASTRO VAN           |
| 2364        | 2007        | 1     | \$7,500.00       | WATER MAINT                 | 2007 CHEV C2500 TRUCK             |
| 2412        | 2013        | 1     | \$5,000.00       | POLICE                      | 2013 FORD EXPLORER                |
| 3218        | 2000        | 1     | \$1,700.00       | ENERGY SERVICES-SYSTEMS     | 2000 CHEV 3500 VAN                |
| 3230        | 1985        | 1     | \$1,500.00       | SOLID WASTE COLLECTION      | 1985 MACK WATER TRUCK             |
| 3240        | 2004        | 1     | \$12,000.00      | SOLID WASTE COLLECTION      | 2004 PETE 320 ROLL-OFF TRUCK      |
| 3289        | 2007        | 1     | \$4,500.00       | ENERGY SERVICES – POWER OPS | 2007 CHEV K3500 FLAT BED 4X4      |
| 4075        | 1978        | 1     | \$500.00         | PUBLIC WORKS – SEWER        | 1978 WELL'S TRAILER               |
| 6370        | 1989        | 1     | \$200.00         | PUBLIC WORKS – SEWER        | 1989 SECA RODDER                  |
| 6462        | 1994        | 1     | \$200.00         | PUBLIC WORKS – SEWER        | 1994 MILLER 2256 WELDER           |
| 6566        | 2009        | 1     | \$5,000.00       | PARKS & PUBLIC FACILITIES   | 2009 JOHN DEERE 6' MOWER 4WD      |
| 7092        | 1996        | 1     | \$20,000.00      | STREETS                     | 1996 JOHN DEERE MODEL 570B GRADER |
| 7137        | 2009        | 1     | \$10,000.00      | PARKS & PUBLIC FACILITIES   | 2009 JACOBSEM 16' MOWER           |
| E-8 IN LIST |             | 49    | SCRAP            | ENERGY SERVICES-PWR OPS     | TRANSFORMERS - VARIOUS            |
| E-5 IN LIST |             | 43    | \$319.83         | ENERGY SERVICES-PWR OPS     | BALLASTS (VARIOUS) & STRAP NAILS  |
| E-1 IN LIST |             | 430   | \$2,762.75       | ENERGY SERVICES-PWR OPS     | CABLE 15 KV 2/0 JUMPER            |
| E-1 IN LIST |             | 7,081 | \$1,125.06       | ENERGY SERVICES-PWR OPS     | CONDUCTORS ACSR 2/0 & #2          |
| E-1 IN LIST |             | 878   | \$558.53         | ENERGY SERVICES-PWR OPS     | WIRE CU VARIOUS                   |
| E-9 IN LIST |             | 145   | \$56.50          | ENERGY SERVICES-PWR OPS     | ANCHORS (VARIOUS)                 |



**EXHIBIT A**

| <b>CITY ID NO.</b> | <b>YEAR / ID #</b> | <b>QTY</b> | <b>EST. TOTAL VALUE</b> | <b>DIVISION</b>               | <b>ITEM DESCRIPTION</b>                                                                  |
|--------------------|--------------------|------------|-------------------------|-------------------------------|------------------------------------------------------------------------------------------|
| E-9<br>IN LIST     |                    | 11         | \$25.68                 | ENERGY<br>SERVICES-PWR<br>OPS | BOLT DOUBLE ARMING                                                                       |
| E-9<br>IN LIST     |                    | 714        | \$322.16                | ENERGY<br>SERVICES-PWR<br>OPS | PLUGS, CLEVIS INSULATED,<br>CONN, CRIMPITS, SLEEVE<br>COMPRESSION, NUTS &<br>LOCKWASHERS |
| N/A                |                    | 1<br>LOT   | \$2,500.00              | PUBLIC WORKS -<br>WATER       | SCBA AIR COMPRESSOR, AIR<br>TANKS, MASKS AND<br>ACCESSORIES                              |



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

**Subject:**

Resolution No. 127-19, Authorizing the Relinquishment of a Utility Easement lying within Lots 1 and 2 of Short Plat No. 3110

Department:  
Public Works

Ordinance/Resolution Number:  
127-19

Document Type:  
Resolution

**Recommended Motion:**

Adopt Resolution No. 128-19, authorizing the City Manager to sign and execute relinquishment documents to release the City of Richland's interest in a utility easement lying within Lots 1 and 2 of Short Plat No. 3110.

**Summary:**

The owners of Lots 1 and 2 of Short Plat No. 3110 have requested that the existing utility easement lying within those lots be relinquished. In response, staff conducted an analysis and determined that the utility easement is no longer occupied by City infrastructure, and is therefore unnecessary.

A public hearing was held at this evening's meeting. Unless new information is provided during the public hearing, staff recommends relinquishing the utility easement as requested by the property owners.

Staff recommends approval of Resolution No. 127-19.

**Fiscal Impact:**

Minor staff time is needed to complete the relinquishment. The requesting party will cover the costs of document recording.

**Attachments:**

- I. Resolution No. 127-19

## RESOLUTION NO. 127-19

A RESOLUTION of the City of Richland declaring surplus a portion of a utility easement recorded under Auditor's File Number 2008-015499 records of Benton County and lying within Short Plat No. 3110.

WHEREAS, Michael D. and Jolene M. Grimes, the owners of Lots 1 and 2 of Short Plat No. 3110, have requested that the existing utility easement dedicated with Short Plat No. 3110 be relinquished; and

WHEREAS, staff conducted an analysis and determined that the utility easement is no longer occupied by City infrastructure, which renders it unnecessary; and

WHEREAS, RCW 35.94.040 provides for the disposal of surplus property originally obtained for public utility purposes; and

WHEREAS, on October 6, 2019, notice was published that a public hearing would be held on October 15, 2019 to take public testimony regarding this surplus action.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that a portion of the existing easement, originally acquired for the purpose of public utility and described as follows, is hereby found to be surplus to the City's needs:

A portion of the West ½ of the Southwest ¼ of Section 23, Township 09 North, Range 28 East, W.M., City of Richland, Benton County, Washington, described as follows:

A portion of Lots 1 & 2 of Short Plat Number 3110 as recorded in Volume 1 of Short Plats on Page 3110 records of said County and State, more particularly described as follows:

A ten (10) foot utility easement running along the Westerly lines of said Lot 1 & 2 and along the Southerly line of said Lot 2 of said Short Plat Number 3110, as depicted on **Exhibit A**, attached hereto.

BE IT FURTHER RESOLVED that the consideration in support of this relinquishment, which covers the City's administrative processing fees, shall be paid by the applicant.

BE IT FURTHER RESOLVED that the City Manager of the City of Richland is authorized to sign all documents necessary to release the City's interest in the specific portion of Lots 1 and 2 of Short Plat No 3110, as depicted on **Exhibit A**, and to deliver the same upon payment.

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

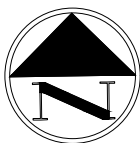
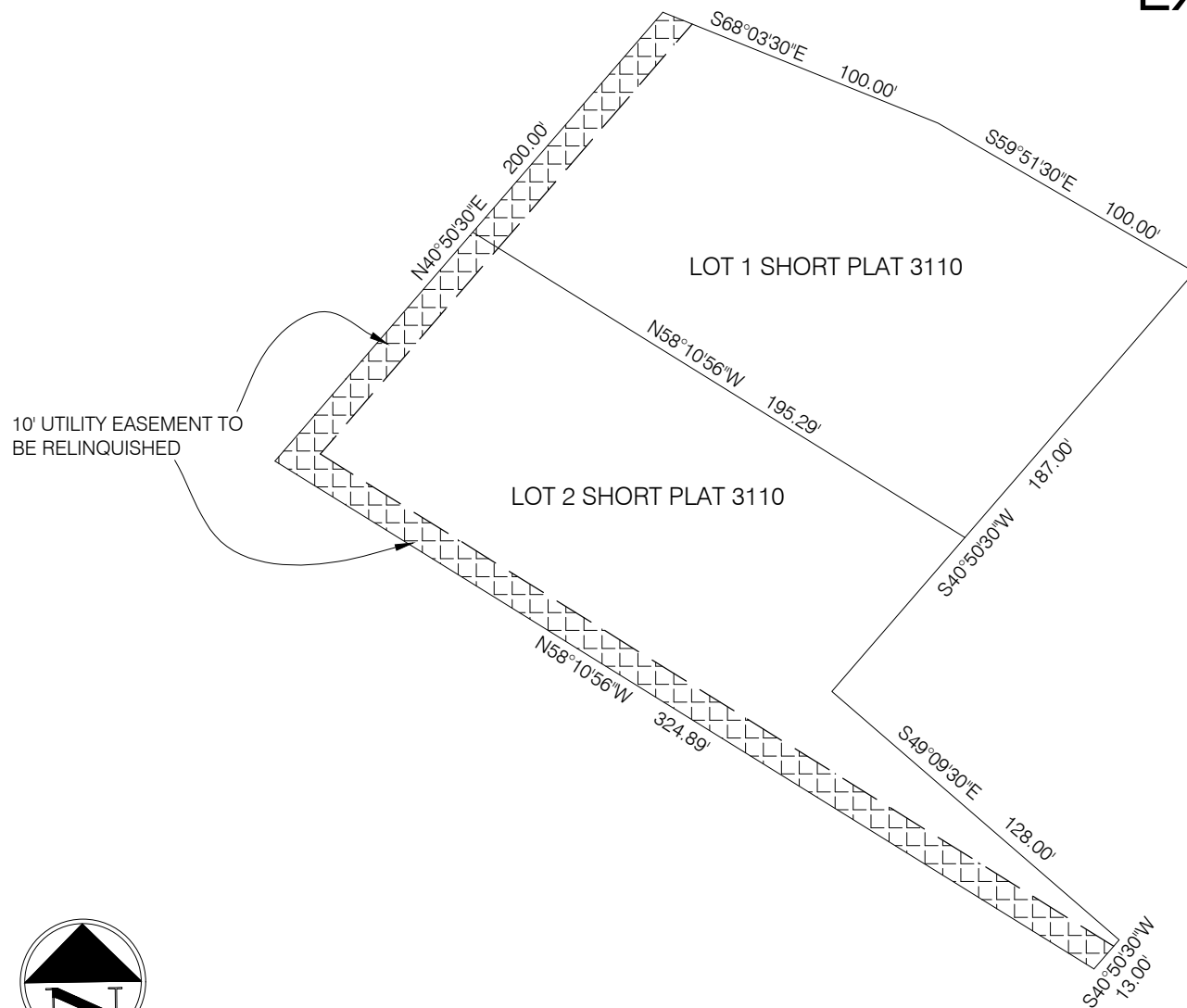
ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

# EXHIBIT "A"



Date: SEPTEMBER 2019

PAGE 1/1

Scale: 1"=60'

19-063E

Drawn: TJB

Checked: BJL



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

**Subject:**

Resolution No. 128-19, Authorizing the Relinquishment of a Utility Easement at 908 Birch Avenue

Department:  
Public Works

Ordinance/Resolution Number:  
128-19

Document Type:  
Resolution

**Recommended Motion:**

Adopt Resolution No. 128-19, authorizing the City Manager to sign and execute relinquishment documents to release the City of Richland's interest in a portion of a utility easement lying within 908 Birch Avenue.

**Summary:**

The owner of 908 Birch Avenue has requested that the existing utility easement lying within his property be relinquished. In response, staff has conducted an analysis and determined that a portion of the easement is no longer necessary. The easement secured the property right for both a water pipeline and an overhead electric utility line. The water pipeline was replaced years ago, and that portion of easement was determined to be surplus to the City's needs. Of the existing 22-foot easement, the City will retain the east five (5) feet to cover the needs of the overhead electric distribution line. Staff proposes to relinquish the remainder.

A public hearing was held at this evening's meeting. Unless new information is provided during the public hearing, staff recommends relinquishing the specified portion of the easement as requested by the property owner.

Staff recommends approval of Resolution No. 128-19.

**Fiscal Impact:**

Minor staff time is needed to complete the relinquishment. The requesting party will cover the costs of document recording.

**Attachments:**

- I. Resolution No. 128-19

RESOLUTION NO. 128-19

A RESOLUTION of the City of Richland declaring surplus a portion of a utility easement recorded under Auditor's File Number 356196 records of Benton County and lying within 908 Birch Avenue.

WHEREAS, Kent T. Beck, the owner of 908 Birch Avenue, has requested that the existing utility easement established with the Plat of Richland in 1956 be relinquished; and

WHEREAS, staff conducted an analysis and determined that a portion of the existing easement is no longer necessary; and

WHEREAS, the City will retain the east five (5) feet of the existing 22-foot easement; and

WHEREAS, RCW 35.94.040 provides for the disposal of surplus property originally acquired for public utility purposes; and

WHEREAS, on October 6, 2019, notice was published that a public hearing would be held on October 6, 2019 to take public testimony regarding this surplus action.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that a portion of the existing easement, originally acquired for public utility purposes and described as follows, is hereby found to be surplus to the City's needs:

A portion of the East ½ of Section 10, Township 9 North, Range 28 East, W.M., City of Richland, Benton County, Washington, described as follows:

A portion of Lot 7, Block 218 Plat of Richland, as recorded in Volumes 6 & 7 of Plats, records of Benton County, Washington. More particularly described as follows:

An Easement shown as twenty-two (22) feet in width and located adjacent to the East property line of Lot 7, Block 218, as shown on Sheet 11-A, Plat of Richland, recorded in Volumes 6 & 7 of Plats, records of said County and State, and as depicted on **Exhibit A**, attached hereto.

Less the East five (5) feet adjacent to the East property line.

BE IT FURTHER RESOLVED that the consideration in support of this relinquishment, which covers the City's administrative processing fees, shall be paid by the applicant.

BE IT FURTHER RESOLVED that the City Manager of the City of Richland is authorized to sign all documents necessary to release the City's interest in the specific portion of said easement lying within Lot 7, Block 218, as depicted in **Exhibit A**, and to deliver the same upon payment.

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

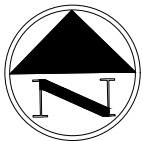
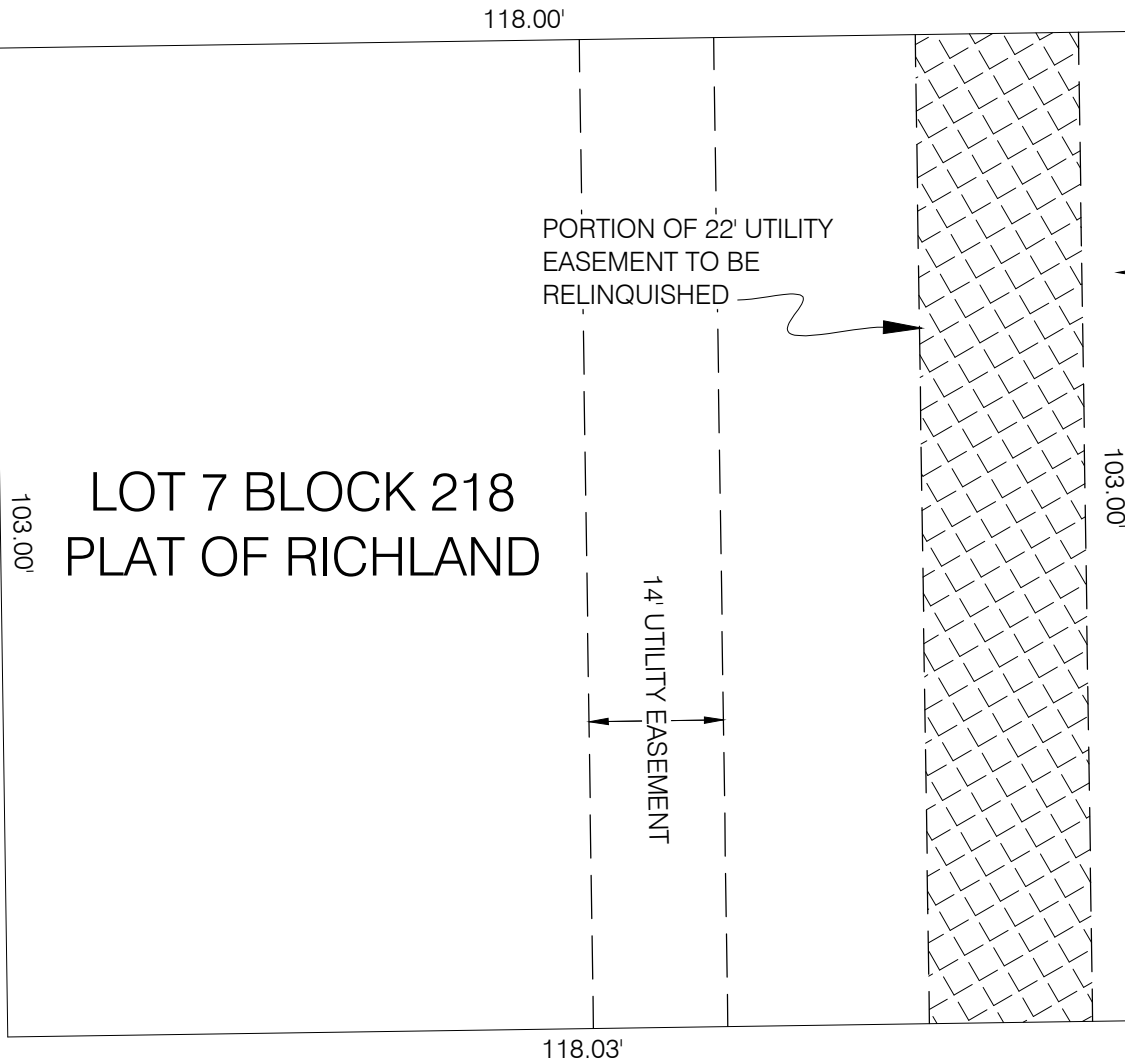
\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney



# EXHIBIT "A"

BIRCH AVE.



Date: SEPTEMBER 2019

PAGE 1/1

Scale: 1"=20'

19-071E

Drawn: TJB

Checked: BJL



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

**Subject:**

Resolution No. 129-19, Authorizing the Relinquishment of a Utility Easement lying within 870 Gage Boulevard

Department:  
Public Works

Ordinance/Resolution Number:  
129-19

Document Type:  
Resolution

**Recommended Motion:**

Adopt Resolution No. 129-19, authorizing the City Manager to sign and execute relinquishment documents to release the City of Richland's interest in a utility easement lying within 870 Gage Boulevard.

**Summary:**

The owner of 870 Gage Boulevard has requested that the existing utility easement lying within 870 Gage Boulevard be relinquished. In response, staff conducted an analysis and determined that the existing easement is no longer necessary. The easement was previously used for an irrigation pipeline that has been abandoned in place.

A public hearing was held during this evening's meeting. Unless new information is provided during the public hearing, staff recommends relinquishing the easement as requested.

Staff recommends approval of Resolution No. 129-19.

**Fiscal Impact:**

Minor staff time is needed to complete the relinquishment. The requesting party will cover all costs of document recording.

**Attachments:**

- I. Resolution No. 129-19

RESOLUTION NO. 129-19

A RESOLUTION of the City of Richland declaring surplus a portion of a utility easement recorded under Auditor's File Number 726020 records of Benton County and lying within 870 Gage Boulevard.

WHEREAS, Valerie Roberts, the owner of 870 Gage Boulevard, has requested that the existing utility easement dedicated with Short Plat No. 344 be relinquished; and

WHEREAS, staff conducted an analysis and determined that the existing easement is no longer necessary; and

WHEREAS, RCW 35.94.040 provides for the disposal of surplus property originally acquired for public utility purposes; and

WHEREAS, on October 6, 2019, notice was published that a public hearing would be held on October 15, 2019 to take public testimony regarding this surplus action.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that a portion of the existing easement, originally acquired for public utility purposes and described as follows, is hereby found to be surplus to the City's needs:

A portion of the Southeast  $\frac{1}{4}$  of Section 26, Township 9 North, Range 28 East, W.M., City of Richland, Benton County, Washington, described as follows:

A portion of Lots 1 and 2 of Short Plat No. 344, as recorded under Auditor File Number 726020, records of Benton County, Washington. More particularly described as follows:

A ten (10) foot utility easement adjacent to the West line of Lots 1 and 2 of said Short Plat 344. Records of Benton County, WA and as depicted on attached **Exhibit A**.

BE IT FURTHER RESOLVED that the consideration in support of this relinquishment, which covers the City's administrative processing fees, shall be paid by the applicant.

BE IT FURTHER RESOLVED that the City Manager of the City of Richland is authorized to sign all documents necessary to release the City's interest in the specific portion of said easement within Lots 1 and 2 of Short Plat No 344, as depicted in **Exhibit A**, and to deliver the same upon payment; and

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

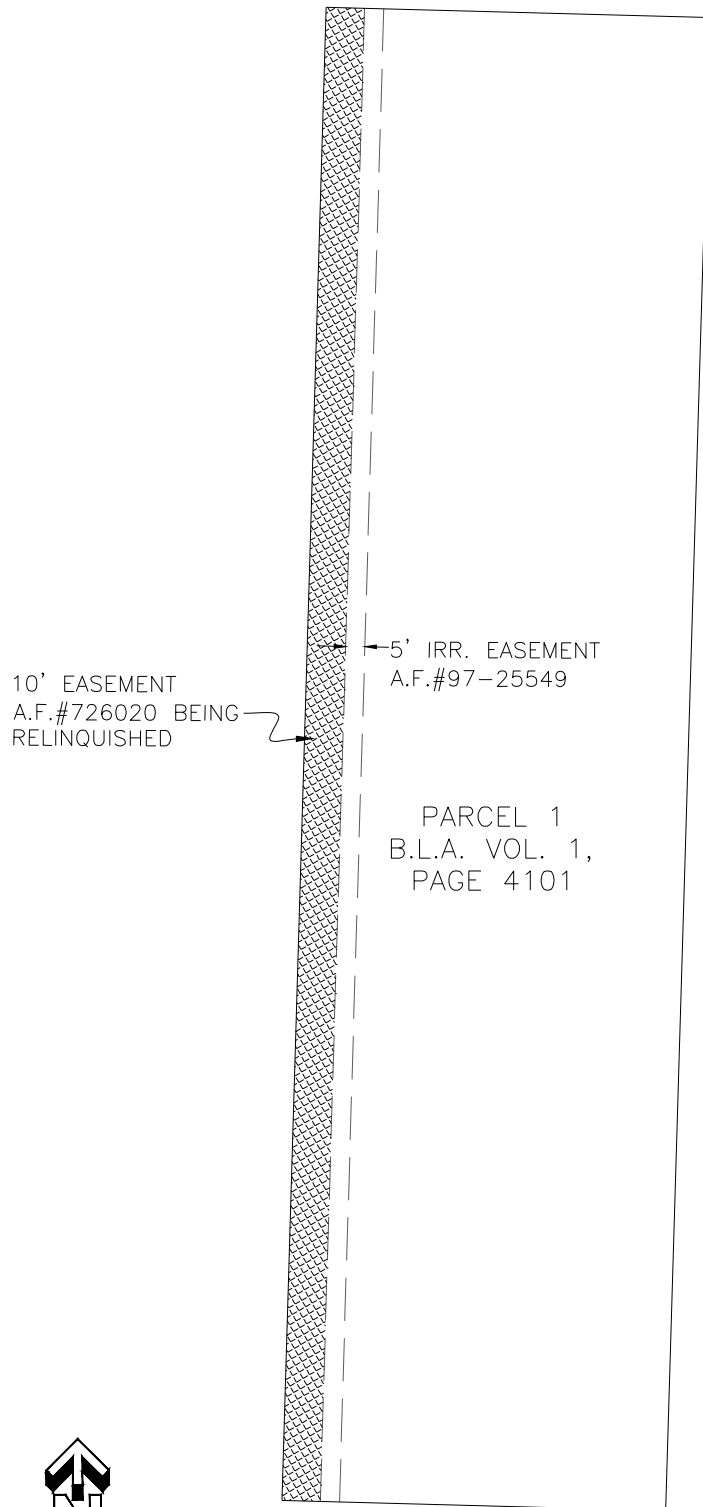
ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

# EXHIBIT A



10' EASEMENT  
A.F.#726020 BEING  
RELINQUISHED

5' IRR. EASEMENT  
A.F.#97-25549

PARCEL 1  
B.L.A. VOL. 1,  
PAGE 4101



GAGE BLVD



Date: SEPTEMBER 2019

PAGE 1/1

Scale: 1"=50'

19-060E

Drawn: TJB

Checked: BJL



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Resolution No. 130-19, Establishing a Revised Guaranteed Maximum Price for the Design-Build Contract with Leone & Keeble, Inc.

**Department:**

Parks & Public Facilities

**Ordinance/Resolution Number:**

130-19

**Document Type:**

Resolution

**Recommended Motion:**

Adopt Resolution No. 130-19, establishing a revised guaranteed maximum price (GMP) for the design-build contract with Leone & Keeble, Inc. for the City Hall project.

**Summary:**

On September 20, 2016, Richland City Council approved Resolution No. 190-16 authorizing a design-build contract to complete the Swift Corridor: City Hall Capital Improvement Plan project.

Over the course of the multi-year project, the project budget was adjusted via Ordinance Nos. 12-17, 37-18, 34-19, and 37-19 to accept revenue from other sources and appropriate it to identified project scope. The intent of Ordinance Nos. 12-17, 37-18, 34-19, and 37-19 was also to amend, with each budget appropriation, the guaranteed maximum price (GMP) identified in Contract No. 219-16.

This Resolution No. 130-19 is an administrative housekeeping action to complete the record and clarify the City's intent related to the GMP in Contract No. 219-16. It does not add additional dollars to the project, but merely brings the project documentation into alignment with authorized project expense.

Staff recommends approval of Resolution No. 130-19.

**Fiscal Impact:**

There is no fiscal impact to adopt Resolution No. 130-19 since the necessary budget adjustments have already been made via Ordinance Nos. 12-17, 37-18, 34-19, and 37-19.

**Attachments:**

- I. Resolution No. 130-19

RESOLUTION NO. 130-19

A RESOLUTION of the City of Richland establishing a revised guaranteed maximum price in the design-build contract with Leone & Keeble, Inc. for Richland City Hall.

WHEREAS, on September 20, 2016, Richland City Council approved Resolution No. 190-16 authorizing a design-build contract to complete the Swift Corridor: City Hall CIP project; and

WHEREAS, the project is near completion; and

WHEREAS, the project budget was adjusted via Ordinance Nos. 12-17, 37-18, 34-19 and 37-19 to accept revenue from other sources and appropriate it to identified project scope; and

WHEREAS, the intent of Ordinance Nos. 12-17, 37-18, 34-19 and 37-19 was also to amend, with each budget appropriation, the guaranteed maximum price (GMP) identified in Contract No. 219-16; and

WHEREAS, to complete the record, this Resolution No. 130-19 is necessary to clarify the City's intent related to the guaranteed maximum price in Contract No. 219-16.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the guaranteed maximum price of the design-build contract with Leone & Keeble, Inc. (Contract No. 219-16) is \$17,742,000.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute all documentation necessary to reflect the adjustment in guaranteed maximum price identified herein.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney



## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Expenditures - Approval

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Expenditures from September 23, 2019 - October 4, 2019 for \$9,387,333.38, including Check Nos. 272573-273108, Wire Nos. 7770-7792, Payroll Direct Deposit Nos. 156209-156754, Direct Deposit Pension Nos. 5225-5257, Check Nos. 156755-156761, and Payroll Wire/ACH Nos. 11182-11205

**Department:**

Administrative Services

**Ordinance/Resolution Number:**

**Document Type:**

Expenditures

**Recommended Motion:**

Approve the expenditures from September 23, 2019 to October 4, 2019 in the amount of \$9,387,333.38.

**Summary:**

**Breakdown of Expenditures:**

|                        |               |                |
|------------------------|---------------|----------------|
| Check Nos.             | 272573-273108 | 2,359,541.72   |
| Wire Nos.              | 7770-7792     | 4,453,107.11   |
| Payroll Direct Deposit | 156209-156754 | 1,023,622.96   |
| Pension Direct Deposit | 5225-5257     | 26,567.29      |
| Payroll Check Nos.     | 156755-156761 | 19,525.46      |
| Payroll Wires/ACH      | 11182-11205   | 1,504,968.84   |
| TOTAL                  |               | \$9,387,333.38 |

**Fiscal Impact:**

Yes

Total Disbursements: \$9,387,333.38. Disbursements (wire transfers) include \$3,843,312.00 for purchase power.

**Attachments:**

1. Voucher Listing Report
2. Wire Transfers
3. Payroll Checks
4. Payroll Direct Deposit
5. Pension Direct Deposit





## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                              | P.O. Number | Invoice Number   | Check # | Purpose of Purchase                      | Invoice Amount      |
|-----------------------------------------------------|-------------|------------------|---------|------------------------------------------|---------------------|
| <b>FUND 001 GENERAL FUND</b>                        |             |                  |         |                                          |                     |
| <b>Division: 000 UNASSIGNED</b>                     |             |                  |         |                                          |                     |
| BANK OF AMERICA                                     |             | 19080056452      | 272587  | BANK ANALYSIS FEES                       | \$1,381.14          |
| COLUMBIA BASIN COLLEGE                              |             | 29723-           | 272885  | PM STUDENT FEES-SPRING QTR               | \$2,335.58          |
| TALENT WISE INC                                     |             | 7908504          | 272652  | BACKGROUND CHECKS - AUG                  | \$209.77            |
| WHITNEY, CLINT                                      |             | 19-404 WHITNEY   | 273064  | 19-404 SGR SRVNT LD CONF                 | \$649.33            |
|                                                     |             |                  |         | <b>UNASSIGNED TOTAL ****</b>             | <b>\$4,575.82</b>   |
| <b>Division: 001 CITY COUNCIL</b>                   |             |                  |         |                                          |                     |
| LUKSON, RYAN                                        |             | 19-437 LUKSON    | 272962  | 19-437 ECA NAT CLNUP WRSP                | \$993.60            |
| THOMPSON, ROBERT                                    |             | 19-438 THOMPSON  | 273037  | 19-438 ECA NAT CLNUP WRSP                | \$938.68            |
|                                                     |             | 19-438 THOMPSON- |         | 19-438 ECA NAT CLNUP WRSP                | \$700.00            |
|                                                     |             |                  |         | <b>CITY COUNCIL TOTAL ****</b>           | <b>\$2,632.28</b>   |
| <b>Division: 100 CITY MANAGER</b>                   |             |                  |         |                                          |                     |
| HARTY, BRIANNA                                      |             | 19-456 HARTY     | 272935  | 19-456 NW WO LEAD ACAD                   | \$305.16            |
| XO COMMUNICATIONS SERVICES LLC                      |             | 0328155461       | 273068  | TELEPHONE CHARGES 9/1-9/30/19            | \$36.34             |
|                                                     |             |                  |         | <b>CITY MANAGER TOTAL ****</b>           | <b>\$341.50</b>     |
| <b>Division: 101 CITY CLERK</b>                     |             |                  |         |                                          |                     |
| ROGERS, JENNIFER                                    |             | 101319           | 273011  | APPLICANT-CITY CLRK 2019-00098           | \$773.15            |
| TRI CITY HERALD                                     | S018483     | I04330170        | 272659  | 2020 HOTEL/MOTEL LODGING TAX G           | \$61.80             |
|                                                     | S018483     | I04336479        |         | NOTICE OF COUNCIL MTG TIME CHA           | \$27.19             |
|                                                     | S018483     | I04352826        |         | PUBLIC HEARING NOTICE SPECIAL            | \$79.10             |
| XO COMMUNICATIONS SERVICES LLC                      |             | 0328155461       | 273068  | TELEPHONE CHARGES 9/1-9/30/19            | \$24.01             |
|                                                     |             |                  |         | <b>CITY CLERK TOTAL ****</b>             | <b>\$965.25</b>     |
| <b>Division: 102 CITY ATTORNEY</b>                  |             |                  |         |                                          |                     |
| BELL BROWN & RIO PLLC                               |             | 1136             | 272852  | PROSECUTION SRVCS-OCTOBER                | \$23,223.72         |
| CALFO EAKES & OSTROVSKY PLLC                        |             | 2211             | 272863  | PETERSON V COR                           | \$97,678.05         |
| CONSILIO LLC                                        |             | IVC100902        | 272705  | TCRY V COR                               | \$1,442.25          |
| XO COMMUNICATIONS SERVICES LLC                      |             | 0328155461       | 273068  | TELEPHONE CHARGES 9/1-9/30/19            | \$38.13             |
|                                                     |             |                  |         | <b>CITY ATTORNEY TOTAL ****</b>          | <b>\$122,382.15</b> |
| <b>Division: 110 ASSISTANT CITY MANAGER</b>         |             |                  |         |                                          |                     |
| HARTY, BRIANNA                                      |             | 092419           | 272935  | REIMB OFFICE SUP                         | \$67.30             |
| XO COMMUNICATIONS SERVICES LLC                      |             | 0328155461       | 273068  | TELEPHONE CHARGES 9/1-9/30/19            | \$25.44             |
|                                                     |             |                  |         | <b>ASSISTANT CITY MANAGER TOTAL ****</b> | <b>\$92.74</b>      |
| <b>Division: 111 COMMUNICATIONS &amp; MARKETING</b> |             |                  |         |                                          |                     |
| ARTMIL                                              |             | 19356            | 272839  | CONTRACT NO. 05-09                       | \$3,080.00          |
| CITY OF RICHLAND                                    |             | 19-413 LOGAN     | 272876  | 19-413 3CMA CONF                         | \$249.00            |
| XEROX CORPORATION                                   |             | 097406377        | 272812  | 1AB-195988 BASE/PRINTS-JUNE              | \$990.88            |
|                                                     |             | 097406378        |         | 2PA-604396 BASE/PRINTS-JUNE              | \$319.93            |
|                                                     |             | 098019423        |         | 2PA-604396 BASE/PRINTS-AUG               | \$319.93            |



## City Of Richland

## VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                           | P.O. Number | Invoice Number       | Check # | Purpose of Purchase            | Invoice Amount    |
|--------------------------------------------------|-------------|----------------------|---------|--------------------------------|-------------------|
| XEROX CORPORATION                                |             | 098019440            | 272812  | 1AB-195988 BASE/PRINTS-AUG     | \$561.30          |
|                                                  |             | 161069659            |         | BG2-946472 HARD DRIVE RETENTIO | \$271.50          |
|                                                  |             | 161069660            |         | B35-458536 HARD DRIVE RETENTIO | \$271.50          |
|                                                  |             | 161069661            |         | XU6-476287 HARD DRIVE RETENTIO | \$271.50          |
| XO COMMUNICATIONS SERVICES LLC                   |             | 0328155461           | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$0.27            |
|                                                  |             |                      |         | TELEPHONE CHARGES 9/1-9/30/19  | \$9.22            |
|                                                  |             |                      |         | TELEPHONE CHARGES 9/1-9/30/19  | \$9.09            |
| <b>COMMUNICATIONS &amp; MARKETING TOTAL ****</b> |             |                      |         |                                | <b>\$6,354.12</b> |
| <b>Division:</b>                                 | 112         | CABLE COMMUNICATIONS |         |                                |                   |
| XO COMMUNICATIONS SERVICES LLC                   |             | 0328155461           | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$10.44           |
| <b>CABLE COMMUNICATIONS TOTAL ****</b>           |             |                      |         |                                | <b>\$10.44</b>    |
| <b>Division:</b>                                 | 113         | HANFORD COMMUNITIES  |         |                                |                   |
| ABADAN INC                                       |             | AR80256              | 272831  | PRINT SVCS 2019 SPRING NEWSLTR | \$138.47          |
| LARSEN, PAM BROWN                                |             | 19-436 LARSEN-BRO    | 272956  | 19-436 ECA NAT CLNUP WRSP      | \$520.84          |
| LUNDGREN, REGINA E                               |             | RCH-HCN-721          | 272759  | 2019 FALL NEWSLETTER           | \$1,700.00        |
|                                                  |             | RCH-SB-720           |         | SPEAKERS BUREAU - SEPTEMBER    | \$320.00          |
| TRI MEDIA                                        | P060248     | 09-22-1              | 272803  | AMENDMENT #1 - SECOND HANFORD  | \$6,000.00        |
| XO COMMUNICATIONS SERVICES LLC                   |             | 0328155461           | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$7.30            |
| <b>HANFORD COMMUNITIES TOTAL ****</b>            |             |                      |         |                                | <b>\$8,686.61</b> |
| <b>Division:</b>                                 | 120         | FIRE                 |         |                                |                   |
| BENTON RURAL ELECTRIC ASSOCIATION                |             | 09/19-74170526       | 272854  | COLLINS RD RADIO TOWER-ELECTRI | \$29.10           |
| CITY OF RICHLAND                                 |             | 19-429 LANDON        | 272876  | 19-429 SRVT LDSHP CONF         | \$294.58          |
|                                                  |             | 19-430 HEMPSTEAD     |         | 19-430 SRVT LDSHP CONF         | \$294.58          |
|                                                  |             | 19-431 HARDGROVE     |         | 19-431 SRVT LDSHP CONF         | \$294.58          |
|                                                  |             | 19-432 DEROUSIE      |         | 19-432 SRVT LDSHP CONF         | \$294.58          |
|                                                  |             | 19-433 VANBEEK       |         | 19-433 SRVT LDSHP CONF         | \$294.58          |
|                                                  |             | 0013824              | 272895  | MONTHLY USER FEE OCT 2019      | \$229.85          |
| CREWSENSE LLC                                    |             | 648                  | 272897  | PERRY MONUMENT RD RENT 10/19   | \$782.87          |
| D&D TELECOMMUNICATION PROPERTIES LLC             |             | 09/19 2530045365     | 272924  | SILVER CLOUD PHONE LINE        | \$66.67           |
| FRONTIER                                         |             |                      |         |                                |                   |
| RINGOLD EMBROIDERY                               | P060729     | 1401                 | 272782  | NIKE MENS HEX POLO EMBROIDERED | \$236.10          |
|                                                  | P060729     |                      |         | NIKE LEGACY POLO EMBROIDERED L | \$48.16           |
|                                                  | S018494     | 1449                 |         | ADJUST FOR TAX                 | (\$0.01)          |
|                                                  | S018494     |                      |         | POLO TIPPED DRI-FIT WITH       | \$617.07          |
|                                                  | S018494     |                      |         | PRIME POLO, DRI-FIT EMBOIRDERE | \$175.87          |
|                                                  | S018494     |                      |         | POLO, MESH, DRI-FIT EMBROIDERE | \$468.98          |
|                                                  | S018494     |                      |         | HEX POLO, DRI-FIT, EMBROIDERED | \$59.02           |
| SEA WESTERN INC                                  | P060153     | 212844               | 272788  | SHIPPING                       | \$70.59           |
|                                                  | P060153     |                      |         | Janesville V-Force Turnout Coa | \$5,538.60        |
|                                                  | P060153     |                      |         | Janesville V-Force Turnout Pan | \$3,758.65        |
|                                                  | P060153     |                      |         | Janesville V-Force Turnout Coa | \$195.48          |



## City Of Richland

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From: 9/23/2019 To: 10/4/2019

| Vendor                           | P.O. Number | Invoice Number    | Check # | Purpose of Purchase            | Invoice Amount     |
|----------------------------------|-------------|-------------------|---------|--------------------------------|--------------------|
| SEA WESTERN INC                  | P060153     | 212844            | 272788  | ADJUST FOR TAX                 | (\$0.01)           |
|                                  | P060153     |                   |         | Janesville V-Force Turnout Pan | \$162.90           |
|                                  | P060153     |                   |         | Janesville V-Force Turnout Coa | \$191.14           |
|                                  | P060153     |                   |         | Janesville V-Force Turnout Coa | \$160.51           |
| TRAILER BOSS                     | P060778     | K1008839          | 272801  | 2019 TNT 6x10 SILVER CARGO TRA | \$3,000.00         |
| UPTOWN CLEANERS                  |             | 15435             | 273047  | LINEN/UNIFORM LAUNDRY SRVCS    | \$297.35           |
|                                  |             | 39509             |         | LINEN/UNIFORM LAUNDRY SRVCS    | \$323.30           |
|                                  |             | 39558             |         | LINEN/UNIFORM LAUNDRY SRVCS    | \$241.04           |
|                                  |             | 39589             |         | LINEN/UNIFORM LAUNDRY SRVCS    | \$336.88           |
|                                  |             | 39641             |         | LINEN/UNIFORM LAUNDRY SRVCS    | \$300.39           |
| XEROX CORPORATION                | P060784     | 098019386         | 272812  | ST 71 MFD - ANNUAL MAINT PLAN  | \$139.77           |
|                                  | P060774     | 098019430         |         | OFFICE COPIER LEASE/USAGE (AUG | \$173.88           |
| XO COMMUNICATIONS SERVICES LLC   |             | 0328155461        | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$134.23           |
| <b>FIRE TOTAL ****</b>           |             |                   |         |                                | <b>\$19,211.28</b> |
| <b>Division:</b>                 | 130         | POLICE            |         |                                |                    |
| AT&T LONG DISTANCE               |             | 327102            | 272840  | TRAP & TRACE 19-22570          | \$125.00           |
| AVERY, BUNNIE                    |             | 091819            | 272843  | REIMB COFFEE 4 RET             | \$38.99            |
| BENTON COUNTY SHERIFF'S OFFICE   |             | 1307              | 272686  | 08/19 CUSTODY                  | \$102,975.94       |
| CASCADE NATURAL GAS CORP         |             | 09/19 75997100005 | 272696  | NAT GAS 871 GW WAY 08/20-09/16 | \$14.11            |
| CHARTER COMMUNICATIONS           |             | 1173892091119     | 272872  | RPD INTERNET SRVCS 9/11-10/10  | \$219.97           |
| CITY OF RICHLAND                 |             | 19-341 FLOHR      | 272876  | 19-341 RPD CS 17-09477         | \$265.35           |
| CLASS ACT UNIFORMS               |             | 52089             | 272702  | 50 SWAT PATCHES                | \$237.00           |
| DAY WIRELESS SYSTEMS             |             | 489601            | 272899  | MPH LIDAR AC CORD              | \$473.19           |
| DESERTGREEN LAWN & TREE CARE LLC |             | 218436            | 272903  | WEED CONTROL RPD               | \$119.73           |
| DOMESTIC VIOLENCE SERVICES       |             | 25322             | 272905  | DOMESTIC VIOLENCE SRVCS-AUG 19 | \$888.50           |
| FRONTIER                         | S018497     | 09/19 2061882614  | 273088  | TELEPHONE CHARGE 9/19/19 - 10/ | \$74.30            |
| GALLS, LLC                       | P060415     | BC0910414         | 272925  | EX6378 - RICHLAND POLICE SHIEL | \$1.23             |
|                                  | P060415     |                   |         | EX6378 - RICHLAND POLICE SHIEL | \$1.23             |
|                                  | P060415     |                   |         | EX6378 - RICHLAND POLICE SHIEL | \$1.23             |
|                                  | P060415     |                   |         | EX6378 - RICHLAND POLICE SHIEL | \$1.23             |
|                                  | P060415     |                   |         | UA9999 HASHMARK EMBLEMS (ON IT | \$1.23             |
|                                  | P060415     |                   |         | BUTTON REMOVAL                 | \$4.77             |
|                                  | P060415     |                   |         | UE097 BLK LGLD - 5/8IN EMBROID | \$7.17             |
|                                  | P060415     |                   |         | ADJUST FOR TAX                 | (\$0.02)           |
|                                  | P060415     |                   |         | JX657 GP 46 REG - MENS SINGLE  | \$279.70           |
|                                  | P060415     |                   |         | UX411 GLD - 1/2 IN VANGUARD    | \$13.02            |
|                                  | P060415     |                   |         | SHIPPING                       | \$14.89            |
|                                  | P060415     |                   |         | LA153 WP - ADD RANK STRIPE 3 R | \$27.14            |
|                                  | P060415     |                   |         | SH099 WHT 165 35 - L/S DELUXE  | \$66.19            |
|                                  | P060646     | BC0920750         | 272731  | SHIPPING                       | \$5.43             |
|                                  | P060646     |                   |         | TR666 MDNV 44 OB - 5.11 TACTIC | \$60.18            |



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| Vendor                                     | P.O. Number | Invoice Number  | Check # | Purpose of Purchase             | Invoice Amount |
|--------------------------------------------|-------------|-----------------|---------|---------------------------------|----------------|
| GALLS, LLC                                 | P060646     | BC0920750       | 272731  | TR506 TDKH 44 32 - 5.11 TACTIC  | \$54.29        |
|                                            | P060632     | BC0921749       |         | EX6383 - (RICHLAND POLICE)      | \$217.20       |
|                                            | P060632     |                 |         | SHIPPING                        | \$5.43         |
| GEORGE, JAMES                              |             | 19-459 GEORGE   | 272929  | 19-459 SNOHOMISH CTY CRT        | \$66.00        |
| GLASEN, HEIDI                              |             | 19-418 GLASEN   | 272931  | 19-418 DRUG DISP                | \$18.00        |
| INTEGRA IMAGING PS                         |             | Z5Q994R         | 272743  | MED CLRNCE AZIZ 19-19185        | \$49.00        |
| JUDGE, DARRYL                              |             | 19-388 JUDGE    | 272949  | 19-388 WA ST CSE TSK FRC        | \$29.00        |
| KADLEC REGIONAL MEDICAL CENTER             |             | H10192050001100 | 272753  | MED CLRNCE HERNANDEZ 19-17542   | \$113.94       |
|                                            |             | H10192170101000 |         | MED CLRNCE HOBERECHT 19-18751   | \$113.94       |
|                                            |             | H10192220003800 |         | MED CLRNCE MCBRIDE 19-19145     | \$632.95       |
|                                            |             | H10192220025900 |         | MED CLRNCE AZIZ 19-19185        | \$224.00       |
| KIM FETROW PHOTOGRAPHY                     |             | 2348            | 272756  | COMMAND STAFF PHOTOS            | \$461.55       |
| LARSEN GUNSMITHING & FIREARMS              | P060785     | 9641            | 273094  | SUREFIRE SR07-D-IT              | \$99.91        |
|                                            | P060785     |                 |         | SUREFIRE M600U-Z68-BK           | \$244.35       |
|                                            | P060785     |                 |         | TRIJICON RM06 TYPE 2            | \$510.42       |
|                                            | P060785     |                 |         | GEISSELE AIMPOINT MICRO T1 05-  | \$103.17       |
|                                            | P060785     |                 |         | SUREFIRE UE-BK TAIL CAP FOR SR  | \$45.61        |
|                                            | P060689     | 9642            |         | SAFARILAND 6378-832-411 - PADD  | \$112.94       |
|                                            | P060689     |                 |         | SAFARILAND 6378-83-411 - PADDL  | \$136.84       |
| LN CURTIS & SONS                           | P060637     | INV320958       | 272961  | SHIPPING                        | \$17.60        |
|                                            | P060637     |                 |         | SBA-STP-5X8 - SOFT TRAUMA PLAT  | \$21.72        |
|                                            | P060637     |                 |         | SBA-SM02-3A-M SAFARI - SUMMIT   | \$863.37       |
|                                            | P060637     |                 |         | SBA-M1 SAFARI CUSTOM - M1       | \$86.88        |
| MISTER CAR WASH                            |             | 159609          | 272766  | RPD VEHICLE WASH-8/7/19         | \$11.20        |
| MOON SECURITY SERVICES INC                 |             | 997488          | 272972  | RPD RANGE MONITORING            | \$65.05        |
| NET TRANSCRIPTS INC                        |             | 0027549-IN      | 272979  | TRANSCRIPTION SVC FCSO 19-03600 | \$153.23       |
| NORTHWEST EMERGENCY PHYSICIANS INC         |             | 242897894/511   | 272768  | MED CLRNCE DUVAL 19-15796       | \$12.55        |
|                                            |             | 245540062/511   |         | MED CLRNCE MCBRIDE 19-19145     | \$710.00       |
| QUALITY CONTROL SERVICES INC               |             | 57600           | 272994  | SCALE CALIBRATION               | \$345.00       |
| RINGOLD EMBROIDERY                         |             | 1410            | 272782  | NAME PATCHES                    | \$35.02        |
|                                            |             | 1420            | 273007  | NAME PATCHES                    | \$23.35        |
| RIVER CITY TOWING INC                      |             | 17336           | 273008  | TOW CHARGE                      | \$48.87        |
|                                            |             | 17340           |         | TOW CHARGE                      | \$48.87        |
|                                            |             | 17341           |         | TOW CHARGE                      | \$48.87        |
|                                            |             | 17342           |         | TOW CHARGE                      | \$167.24       |
|                                            |             | 17352           |         | TOW CHARGE                      | \$48.87        |
|                                            |             | 17356           |         | TOW CHARGE                      | \$167.24       |
| TAYLOR, JEFFERY M                          |             | 19-387 TAYLOR   | 273031  | 19-387 WA ST CSEC TSK FRC       | \$32.00        |
| WASHINGTON ASN OF SHERIFFS & POLICE CHIEFS |             | DUES2019-00643  | 273055  | ACTIVE DUES CAT F - J BRUCE     | \$365.00       |
| WASHINGTON STATE PATROL                    |             | 00070429        | 273056  | ACCESS USER FEE 07/1-09/30/19   | \$600.00       |
| XEROX CORPORATION                          |             | 098118930       | 273067  | LX5-691344 BASE/PRINTS-AUGUST   | \$125.86       |



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| Vendor                                    | P.O. Number | Invoice Number          | Check # | Purpose of Purchase            | Invoice Amount      |
|-------------------------------------------|-------------|-------------------------|---------|--------------------------------|---------------------|
| XO COMMUNICATIONS SERVICES LLC            |             | 0328155461              | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$233.58            |
|                                           |             |                         |         | TELEPHONE CHARGES 9/1-9/30/19  | \$5.17              |
| YATES, ZACH                               |             | 19-458 YATES            | 273069  | 19-458 SNOHOMISH CTY CRT       | \$66.00             |
| <b>POLICE TOTAL ****</b>                  |             |                         |         |                                | <b>\$113,457.78</b> |
| <b>Division:</b>                          | 210         | ADMINISTRATIVE SERVICES |         |                                |                     |
| XO COMMUNICATIONS SERVICES LLC            |             | 0328155461              | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$15.04             |
| <b>ADMINISTRATIVE SERVICES TOTAL ****</b> |             |                         |         |                                | <b>\$15.04</b>      |
| <b>Division:</b>                          | 211         | FINANCE                 |         |                                |                     |
| ALLEN, BRANDON                            |             | 19-325 ALLEN            | 272834  | 19-325 WFOA CONFERENCE         | \$476.20            |
| ALLIED ENVELOPE                           | S018459     | 200666                  | 272580  | ENVELOPES LANDFILL (RETURN) #9 | \$172.46            |
| BRIMACOMBE, RYAN                          |             | 19-344 BRIMACOMBE       | 272857  | 19-344 WFOA CONFERENCE         | \$172.80            |
| FEDERAL EXPRESS CORP                      |             | 6-743-32140             | 272919  | FEDEX SHIPPING CHARGES         | \$8.54              |
| XO COMMUNICATIONS SERVICES LLC            |             | 0328155461              | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$99.63             |
|                                           |             |                         |         | TELEPHONE CHARGES 9/1-9/30/19  | \$57.81             |
|                                           |             |                         |         | TELEPHONE CHARGES 9/1-9/30/19  | \$0.22              |
| ZEPEDA, SILVIA                            |             | 050919                  | 273070  | REIMB MLEG 1/7-5/9/19          | \$33.52             |
| <b>FINANCE TOTAL ****</b>                 |             |                         |         |                                | <b>\$1,021.18</b>   |
| <b>Division:</b>                          | 212         | PURCHASING              |         |                                |                     |
| BOTTINEAU, IRMA J                         |             | 19-345 BOTTINEAU        | 272855  | 19-345 WCIA                    | \$100.68            |
| CANON FINANCIAL SERVICES, INC             | S018198     | 20551981                | 272594  | 2019 COPIER LEASE & USAGE CHAR | \$53.81             |
|                                           | S018198     |                         |         | 2019 COPIER LEASE & USAGE CHAR | \$215.25            |
| ORKIN EXTERMINATING INC                   | S018202     | 188282600               | 272637  | 2019 PEST CONTROL SERVICES FOR | \$37.59             |
|                                           | S018202     |                         |         | 2019 PEST CONTROL SERVICES FOR | \$37.59             |
| XO COMMUNICATIONS SERVICES LLC            |             | 0328155461              | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$31.85             |
|                                           |             |                         |         | TELEPHONE CHARGES 9/1-9/30/19  | \$46.29             |
| <b>PURCHASING TOTAL ****</b>              |             |                         |         |                                | <b>\$523.06</b>     |
| <b>Division:</b>                          | 213         | INFORMATION TECHNOLOGY  |         |                                |                     |
| APOLLO SHEET METAL INC                    | P060554     | 940023130/RETAIN        | 273077  | 10% RETAINAGE, CONTRACT #179-1 | \$264.10            |
| AVANTECH INC                              | S018340     | 19-3509                 | 272681  | MICHELLE JOHNSON, HR GENERALIS | \$3,571.20          |
| CANON FINANCIAL SERVICES, INC             |             | 20551980                | 272865  | CANON-IRC5550I-XLG04987-SEPT   | \$134.56            |
| CASELLE INC                               | P059949     | 97278                   | 273080  | CONTRACT SUPPORT AND MAINTENAN | \$169.33            |
| CERIUM NETWORKS INC                       | P060800     | I078009                 | 273081  | ENGINEER- REMOTE SYS PROGRAMMI | \$304.08            |
|                                           | P060801     | I078746                 |         | ENGINEER- REMOTE SYS PROGRAMMI | \$912.24            |
| CITY OF RICHLAND                          |             | 19-426 GRUMBLING        | 272876  | 19-426 WFOA 19 CONF            | \$108.80            |
| COLUMBIA BASIN INFORMATION TECHNOLOGY     | P059953     | 3079                    | 272886  | 100MBPS FULL DUPLEX INTERNET   | \$800.00            |
| TELE WORKS INC                            | P060790     | 9831                    | 273102  | PREPAID MINUTES PACKAGE INCLUD | \$3,780.00          |
| TRI CITIES BATTERY & AUTO REPAIR          | P060802     | 133829                  | 273105  | BATTERY, 12 VOLT 8 AH 1 TERMIN | \$194.35            |
| XO COMMUNICATIONS SERVICES LLC            |             | 0328155461              | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$31.80             |
|                                           |             |                         |         | TELEPHONE CHARGES 9/1-9/30/19  | \$187.05            |
|                                           | S018491     | 0328155463              | 272671  | TELEPHONE CHARGES 9/1/19-9/30/ | \$700.10            |



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|----------------------------------------------|-------------|----------------------------|---------|--------------------------------|--------------------|
| <b>INFORMATION TECHNOLOGY TOTAL ****</b>     |             |                            |         |                                | <b>\$11,157.61</b> |
| <b>Division:</b>                             | 220         | HUMAN RESOURCES            |         |                                |                    |
| CANON FINANCIAL SERVICES, INC                |             | 20551980                   | 272865  | CANON-IRC5550I-XLG04987-SEPT   | \$0.23             |
| CITY OF RICHLAND                             |             | 19-303 KINTZLEY            | 272876  | 19-303 NAGDCA CONF             | \$244.00           |
| CITY VIEW MINI STORAGE                       |             | 10/19-UNIT 14              | 272878  | STORAGE UNIT FEE 10/1-10/31/19 | \$100.00           |
| KINTZLEY, HEATHER                            |             | 19-303 KINTZLEY-           | 272954  | 19-303 NAGDCA CONF             | \$41.00            |
| PARKER, RACHELL                              |             | 071819                     | 272988  | REIMB MLEG 2/13-7/8/19         | \$139.20           |
| TALENT WISE INC                              |             | 7908504                    | 272652  | BACKGROUND CHECKS - AUG        | \$3.63             |
| XO COMMUNICATIONS SERVICES LLC               |             | 0328155461                 | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$55.33            |
| <b>HUMAN RESOURCES TOTAL ****</b>            |             |                            |         |                                | <b>\$583.39</b>    |
| <b>Division:</b>                             | 300         | DEVELOPMENT SERVICES ADMIN |         |                                |                    |
| XEROX CORPORATION                            |             | 098019435                  | 273067  | 3UA-367080 BASE/PRINTS-AUGUST  | \$99.88            |
|                                              |             | 098019441                  |         | 8TB-337573 BASE/PRINTS-AUGUST  | \$300.66           |
| XO COMMUNICATIONS SERVICES LLC               |             | 0328155461                 | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$15.35            |
|                                              |             |                            |         | TELEPHONE CHARGES 9/1-9/30/19  | \$15.29            |
|                                              |             |                            |         | TELEPHONE CHARGES 9/1-9/30/19  | \$4.54             |
|                                              |             |                            |         | TELEPHONE CHARGES 9/1-9/30/19  | \$20.84            |
|                                              |             |                            |         | TELEPHONE CHARGES 9/1-9/30/19  | \$83.82            |
|                                              |             |                            |         | TELEPHONE CHARGES 9/1-9/30/19  | \$14.98            |
| <b>DEVELOPMENT SERVICES ADMIN TOTAL ****</b> |             |                            |         |                                | <b>\$555.36</b>    |
| <b>Division:</b>                             | 301         | DEVELOPMENT SERVICES       |         |                                |                    |
| AHBL, INC                                    | P060528     | 115342                     | 272673  | SMP UPDATE-CHECKLIST LAND USE  | \$1,177.50         |
| TRI CITY HERALD                              | S018483     | I04343478                  | 272659  | NOTICE OF SEPA DETERMINATION R | \$59.32            |
|                                              | S018483     | I04359202                  |         | PUBLIC HEARING FOR CA2019-102  | \$111.23           |
|                                              | S018483     | I04359367                  |         | PUBLIC HEARING NOTICE CA2019-1 | \$106.29           |
|                                              | S018483     | I04359437                  |         | PUBLIC HEARING FOR CA2019-105  | \$121.10           |
|                                              | S018483     | I04361110                  |         | NOTICE OF SEPA DETERMINATION   | \$88.99            |
| <b>DEVELOPMENT SERVICES TOTAL ****</b>       |             |                            |         |                                | <b>\$1,664.43</b>  |
| <b>Division:</b>                             | 303         | LIBRARY                    |         |                                |                    |
| FRONTIER                                     | S018486     | 09/19 5099433152           | 272614  | TELEPHONE CHARGE 9/4/19 - 10/3 | \$392.20           |
| OCLC INC                                     |             | 0000683283                 | 272769  | CATALOGING/METADATA/ILL/REFER  | \$2,711.27         |
| WT COX SUBSCRIPTIONS                         |             | 3068586                    | 272811  | MAGAZINE SUBSCRIPT 2020-2021   | \$7,780.14         |
| XEROX CORPORATION                            |             | 098019416                  | 272812  | 7HB-469027 BASE - SEPTEMBER    | \$10.86            |
|                                              |             | 098099542                  | 273067  | 3UA-295169 BASE/PRINTS-AUGUST  | \$161.91           |
|                                              |             | 162040598                  |         | LX5-5692939 CARRY CHARGE       | \$19.84            |
| XO COMMUNICATIONS SERVICES LLC               |             | 0328155461                 | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$111.15           |
| <b>LIBRARY TOTAL ****</b>                    |             |                            |         |                                | <b>\$11,187.37</b> |
| <b>Division:</b>                             | 330         | PARKS & RECREATION ADMIN   |         |                                |                    |
| ACTIVE NETWORK LLC                           | S018301     | 1013816                    | 272579  | TRAINING - SERVICE PACKAGE: HA | \$1,700.00         |
|                                              | S018301     | 1013889                    |         | TRAINING - SERVICE PACKAGE: HA | \$1,700.00         |



## City Of Richland

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| Vendor                                         | P.O. Number | Invoice Number                                | Check # | Purpose of Purchase            | Invoice Amount     |
|------------------------------------------------|-------------|-----------------------------------------------|---------|--------------------------------|--------------------|
| AHBL, INC                                      | P059748     | 115407                                        | 273073  | MASTER PLANNING SERVICES FOR   | \$155.00           |
| SPVV LANDSCAPE ARCHITECTS                      | S018466     | 1917.01                                       | 273098  | DESIGN OF BADGER MOUNTAIN CANY | \$1,800.00         |
| <b>PARKS &amp; RECREATION ADMIN TOTAL ****</b> |             |                                               |         |                                | <b>\$5,355.00</b>  |
| <b>Division:</b>                               | 331         | <b>PARKS &amp; REC - RECREATION</b>           |         |                                |                    |
| AVANTECH INC                                   | P060154     | 19-3510                                       | 272681  | TAI CHI                        | \$150.12           |
|                                                | P060154     | 19-3511                                       | 272842  | 2019 YOGA DAWN MACDONALD       | \$353.99           |
| CARPENTER, NATIEL                              |             | 091319                                        | 272867  | REIMB FRONT DYS EX             | \$13.49            |
| CG PUBLIC HOUSE AND CATERING                   |             | E38953                                        | 272596  | AFD MESS HALL DINNER CATERING  | \$12,454.50        |
| DAVIS, JENNY K                                 |             | 062819                                        | 272898  | REIMB GEOCOIN CHALNGE          | \$116.85           |
| DICKERSON'S PIANO SERVICE                      |             | 30066                                         | 272904  | PIANO TUNNING SVC AT RCC       | \$129.00           |
| FRONTIER                                       | S018497     | 09/19 2061882614                              | 273088  | TELEPHONE CHARGE 9/19/19 - 10/ | \$206.72           |
| HEALTHY FEET LLC                               |             | SEPTEMBER 2019                                | 272937  | FOOT CARE CLASSES-SEPTEMBER    | \$579.60           |
| JACKSON, JULIE                                 |             | 082119                                        | 272945  | REIMB MTNG EXPENSE             | \$70.26            |
| RICHLAND ACE HARDWARE                          |             | 69965/1                                       | 272999  | SUPPLIES RCC                   | \$2.54             |
| RIVERSIDE DAVE LLC                             |             | 879                                           | 272646  | AFD AUDIO VISUAL SVCS          | \$3,400.00         |
|                                                |             | 888                                           |         | AFD EVNT PROD L&I PERMIT       | \$150.00           |
| SIMPSON, PHILLIP A.                            |             | 102                                           | 272649  | SWING BAND AFD EVENT           | \$3,200.00         |
| SUNBELT RENTALS INC                            |             | 93833761-0002                                 | 273026  | LILGHT TOWER RENTAL            | \$377.14           |
| TALENT WISE INC                                |             | 7908504                                       | 272652  | BACKGROUND CHECKS - AUG        | \$939.62           |
| TRI CITIES MONITORING, INC                     |             | 19-345                                        | 273040  | AFD EVENT SECURITY             | \$800.00           |
| URM STORES INC                                 |             | 3-0-371928                                    | 273048  | SUPPLIES - KITCHEN RCC         | \$157.31           |
| US LINEN & UNIFORM                             |             | S2426253                                      | 273052  | 500-FLOOR MATS-RCC             | \$16.29            |
| XEROX CORPORATION                              |             | 098019437                                     | 273067  | 8TB-339295 BASE/PRINTS-AUGUST  | \$142.90           |
|                                                |             |                                               |         | 8TB-339295 BASE/PRINTS-AUGUST  | \$151.06           |
| XO COMMUNICATIONS SERVICES LLC                 |             | 0328155461                                    | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$27.26            |
|                                                |             |                                               |         | TELEPHONE CHARGES 9/1-9/30/19  | \$71.35            |
|                                                |             |                                               |         | TELEPHONE CHARGES 9/1-9/30/19  | \$4.54             |
| <b>PARKS &amp; REC - RECREATION TOTAL ****</b> |             |                                               |         |                                | <b>\$23,514.54</b> |
| <b>Division:</b>                               | 335         | <b>PARKS &amp; REC - PARKS&amp;FACILITIES</b> |         |                                |                    |
| ABM JANITORIAL NORTHWEST                       |             | 13929578                                      | 272832  | JANITORIAL SERVICES - JUNE     | \$619.82           |
|                                                |             |                                               |         | JANITORIAL SERVICES - JUNE     | \$3,417.76         |
|                                                |             |                                               |         | JANITORIAL SERVICES - JUNE     | \$7,235.13         |
|                                                |             | 14022140                                      |         | JANITORIAL SERVICES - JULY     | \$619.82           |
|                                                |             |                                               |         | JANITORIAL SERVICES - JULY     | \$3,417.76         |
|                                                |             |                                               |         | JANITORIAL SERVICES - JULY     | \$7,235.13         |
|                                                |             | 14157807                                      |         | JANITORIAL SERVICES - AUGUST   | \$619.82           |
|                                                |             |                                               |         | JANITORIAL SERVICES - AUGUST   | \$3,417.76         |
|                                                |             |                                               |         | JANITORIAL SERVICES - AUGUST   | \$7,235.13         |
|                                                |             | 14209510                                      |         | JULY POOL CLEANING             | \$1,351.10         |
|                                                |             | 14274667                                      |         | JANITORIAL SRVCS-SEPTEMBER     | \$7,235.13         |





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| Vendor                                   | P.O. Number | Invoice Number    | Check # | Purpose of Purchase            | Invoice Amount |
|------------------------------------------|-------------|-------------------|---------|--------------------------------|----------------|
| ABM JANITORIAL NORTHWEST                 |             | 14274667          | 272832  | JANITORIAL SRVCS-SEPTEMBER     | \$619.82       |
|                                          |             |                   |         | JANITORIAL SRVCS-SEPTEMBER     | \$3,417.76     |
|                                          |             | 14286599          |         | AUGUST POOL CLEANING           | \$1,455.40     |
|                                          |             | 14323606          |         | SCRUB FLOORS - WAREHOUSE       | \$217.75       |
| AIREFCO INC                              | S018430     | 4247951           | 273074  | 1 EA STANDARD VERTICAL LARGE   | \$1,031.70     |
|                                          | S018430     | 4256843           |         | 1 EA STANDARD VERTICAL LARGE   | \$8,063.55     |
|                                          | S018430     | 4257552           |         | 1 EA STANDARD VERTICAL LARGE   | \$8,063.55     |
| BEAVER BARK & ROCK                       |             | 970017            | 272849  | CONCRETE SKATE PARK            | \$209.58       |
| BEDROCK SPECIALTY STONE PRODUCTS         |             | 48185             | 272851  | BLACK 1-2" CRUSHED-CLAYBELL    | \$540.00       |
|                                          |             | 48209             |         | BROWN 1-2" CRUSHED STA 72      | \$380.10       |
| BSN SPORTS, LLC                          |             | 905903050         | 272860  | SMALL PK ASSET-BBQ             | \$2,778.45     |
| BUILDERS HARDWARE & SUPPLY CO INC        |             | S3710825.002      | 272861  | WOOD SCREWS-STOCK              | \$638.57       |
| CASCADE NATURAL GAS CORP                 |             | 08/19 80419757614 | 272869  | NAT GAS CITY HALL 07/17-8/19   | \$69.73        |
|                                          |             | 09/19 51897100007 |         | NAT GAS 1005 SWIFT 08/20-09/16 | \$382.51       |
|                                          |             | 09/19 61897100006 |         | NAT GAS 955 NORTHGTE 8/20-9/16 | \$471.38       |
|                                          |             | 09/19 73638100005 |         | NAT GAS 500 AMON 08/20-09/16   | \$183.78       |
|                                          |             | 09/19 75226321539 |         | NAT GAS 2710 DUPRT 8/16-09/13  | \$36.75        |
|                                          |             | 09/19 90577100002 |         | NAT GAS 2700 DUP 300 8/16-9/13 | \$25.41        |
| CENTRAL HOSE & FITTINGS INC              |             | C038924           | 272870  | PRESURE WASHER PARTS           | \$202.16       |
| CITY OF RICHLAND                         |             | 08/2019-24        | 272601  | #24 LANDFILL FEES              | \$1,558.05     |
| COLUMBIA FITNESS                         |             | 536               | 272887  | VECTRA REPAIR-RCC              | \$232.40       |
| CONSOLIDATED ELECTRICAL DISTRIBUTORS INC |             | 3627-610526       | 272706  | LIBRARY LIGHTS                 | \$67.11        |
|                                          |             | 3627-616073       |         | HOWARD AMON RECEPTICLE         | \$6.43         |
|                                          |             | 3627-616136       |         | BADGER MTN LIGHTS RECYCLE      | \$480.56       |
|                                          |             | 3627-616205       |         | UPTOWN LIGHTS                  | \$195.26       |
|                                          |             | 3627-616670       | 272890  | RECYCLE KITS                   | \$94.43        |
|                                          |             | 3627-616701       |         | FINGERNAIL RECEPTICLES         | \$332.14       |
|                                          |             | 3627-617072       |         | BALAST                         | \$21.72        |
| COX EXCAVATING                           |             | 325381            | 272894  | SAND TOP DRESSING FIELDS       | \$1,194.60     |
| EFC EQUIPMENT LLC                        |             | 122671            | 272912  | LIFT ARM PIN                   | \$8.67         |
| EWING IRRIGATION PRODUCTS INC            |             | 8320976           | 272723  | IRRIGATION PARTS               | \$554.67       |
|                                          |             | 8387145           | 272916  | IRRIGATION PARTS               | \$47.49        |
| FARMERS EXCHANGE                         |             | 240731            | 272917  | TORX BOLTS-STOCK               | \$2.93         |
|                                          |             | 241515            |         | AIR CLEANER ASSY-STOCK         | \$99.59        |
|                                          |             | 242837            |         | CHAIN SAW GEARS                | \$15.92        |
| FASTENAL COMPANY                         |             | WARIC86130        | 272725  | BOLTS FOR HANDCUFF RINGS       | \$5.86         |
| FERGUSON ENTERPRISES INC                 |             | 7478702           | 272726  | FOUNTAIN-PARKWAY               | \$85.47        |
|                                          |             | 7481192           |         | PVC PARTS                      | \$32.46        |
|                                          |             | 7523144           |         | FOUNTAIN-PARKWAY               | \$494.99       |
|                                          |             | 7523144-1         | 272920  | FOUNTAIN - PARKWAY             | \$10.11        |
|                                          |             | 7527465           | 272726  | FOUNTAIN-PARKWAY               | \$29.08        |





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|------------------------------------------|-------------|-------------------|---------|--------------------------------|----------------|
| FERGUSON ENTERPRISES INC                 |             | 7556498           | 272920  | GASKET - PARKWAY FOUNTAIN      | \$1.93         |
|                                          |             | 7559478           |         | PVC PARTS - POOL               | \$47.60        |
| FIRST STORAGE PORTABLE LLC               |             | 15507             | 272727  | STORAGE UNIT-HORN              | \$108.60       |
| FRONTIER                                 | S018497     | 09/19 2061882614  | 273088  | TELEPHONE CHARGE 9/19/19 - 10/ | \$35.05        |
|                                          | S018497     |                   |         | TELEPHONE CHARGE 9/19/19 - 10/ | \$1,251.84     |
| G & R AG PRODUCTS INC                    |             | 2189545-0001-02   | 272729  | LID FOR SPRAYER                | \$27.60        |
| G-A-P SUPPLY CORP DBA                    |             | 20407802-00       | 272730  | COMPRESSOR FOR CHILLER-RCC     | \$2,802.09     |
| GRANITE CONSTRUCTION COMPANY             | P060231     | 1586907 RETAINAGE | 272933  | RETAINAGE FOR CITYWIDE TRAIL   | \$4,596.00     |
| HERC RENTALS INC                         |             | 31025786-001      | 272938  | MINI EXCAVATOR - DOG PARK      | \$370.33       |
| IRRIGATION SPECIALISTS INC               |             | 1285992-02        | 272746  | PVC NIPPLES                    | \$1.62         |
|                                          |             | 1287507-01        |         | SOLENOIDS                      | \$16.81        |
|                                          |             | 1290243-01        | 272944  | PVC CONNECTORS                 | \$47.57        |
| KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY |             | 1046059           | 272754  | VALVE BOXES                    | \$340.84       |
|                                          |             | 1046307           |         | VALVE BOXES                    | \$681.68       |
| MIGHTY JOHNS PORTABLE TOILET & SEPTIC    |             | A-4024            | 272968  | SKATE PARK                     | \$91.00        |
|                                          |             | A-4055            |         | CHEMICAL STORAGE BLDG          | \$88.00        |
|                                          |             | A-4056            |         | COLUMBIA PLAYFIELD #5          | \$182.00       |
|                                          |             | A-4057            |         | GOETHALS PARK                  | \$88.00        |
|                                          |             | A-4101            |         | COLUMBIA POINT MARINA          | \$592.00       |
|                                          |             | A-4129            |         | LYNNWOOD PARK                  | \$91.00        |
| MILLER PAINT COMPANY INC                 |             | 31645728          | 272765  | COMFORT STATEION PAINTING      | \$75.20        |
|                                          |             | 31660722          |         | FIELD STRIPING                 | \$78.08        |
|                                          |             | 31675240          |         | FINGERNAIL PAINTING            | \$198.03       |
|                                          |             | 31681902          |         | FIELD PAINT-CLAYBELL & BADGER  | \$312.33       |
|                                          |             | 31687651          |         | PAINT/GLOVES                   | \$20.04        |
|                                          |             |                   |         | PAINT/GLOVES                   | \$38.82        |
|                                          |             | 31690057          |         | FINGERNAIL REPAIR WORK         | \$21.71        |
|                                          |             | 31699961          | 272969  | PAINT COMFORT STATION          | \$89.49        |
|                                          |             | 31702744          |         | FIELD PAINT                    | \$357.94       |
| MOON SECURITY SERVICES INC               |             | 1000094           | 272972  | BASIC FIRE MONITORING          | \$47.79        |
|                                          |             |                   |         | BASIC FIRE MONITORING          | \$39.07        |
|                                          |             |                   |         | BASIC FIRE MONITORING          | \$35.84        |
|                                          |             | 997229            |         | BASIC FIRE MONITOR LIBRARY     | \$39.10        |
|                                          |             | 997915            |         | ST#74 CELL GSM FIRE B/U        | \$57.56        |
| OXARC INC                                |             | 30748030          | 272770  | PICK UP EMPTY CYLINDERS        | \$27.15        |
|                                          |             | 30750206          |         | CO2                            | \$162.85       |
|                                          |             | 30755183          |         | CO2                            | \$182.81       |
|                                          |             | 30764449          |         | CO2                            | \$250.65       |
|                                          |             | 30769047          | 272983  | CO2                            | \$198.77       |
|                                          |             | 30774640          |         | CO2                            | \$146.88       |
|                                          |             | 60477944          | 272770  | CYLINDER RENTAL-AUG FACILITIES | \$158.21       |



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|---------------------------|-------------|-------------------|---------|--------------------------------|----------------|
| OXARC INC                 |             | 60477947          | 272983  | AUG CYLINDER RENTAL POOL       | \$110.53       |
| PAINTMASTER SERVICES INC  | P060530     | 2019-115 RETAINAG | 272984  | 10% RETAINAGE - CONTRACT #222- | \$625.00       |
| PALLIS POOL & PATIO       |             | 7147              | 272772  | POOL CHEMICALS                 | \$534.05       |
|                           |             | 7151              |         | WADING POOL CHEMICALS          | \$85.79        |
|                           |             | 7166              |         | POOL CHEMICALS                 | \$438.57       |
|                           |             | 7177              | 272985  | POOL CHEMICALS                 | \$418.11       |
| PAPE' MATERIAL HANDLING   |             | 8160300           | 272986  | DOZER RENTAL FOR SHILO         | \$1,144.10     |
| PLATT ELECTRIC SUPPLY     |             | X028549           | 272776  | RECEPTICLES-UPTOWN             | \$211.65       |
|                           |             | X128461           | 272990  | RECEPTICLES-SKATE PARK         | \$171.96       |
| RICHLAND ACE HARDWARE     |             | 218127/2          | 272999  | BOLLARD REPAIR - BADGER        | \$81.53        |
|                           |             | 218130/2          |         | VALVE BOX                      | \$15.19        |
|                           |             | 218137/2          |         | SOLENOID, O-RING               | \$31.24        |
|                           |             | 218156/2          |         | DEADBOLT-C.P.                  | \$14.11        |
|                           |             | 69875/1           |         | INSECTICIDE                    | \$32.56        |
|                           |             | 69906/1           |         | IRRIGATION-STEVENS GARDEN      | \$71.32        |
|                           |             | 70003/1           |         | FIELD MAINTENANCE SUPPLIES     | \$39.04        |
|                           |             | 70009/1           |         | BATTERIES                      | \$10.85        |
|                           |             | 70030/1           |         | TUBE - RCC                     | \$13.02        |
|                           |             | 70035/1           |         | P TRAP BEND - RCC              | \$15.19        |
|                           |             | 70043/1           |         | GRAFFITI REMOVAL BRUSH         | \$15.19        |
|                           |             | 70046/1           |         | IRRIGATION VALVE BOX           | \$48.86        |
|                           |             | 70047/1           |         | FASTENERS-LOCK MAINT-RCC       | \$19.39        |
|                           |             | 70095/1           |         | PVC PLUG                       | \$4.53         |
|                           |             | 70119/1           |         | COMFORT STA. PAINTING SUPPL    | \$39.02        |
|                           |             | 70176/1           |         | GRAFFITI REMOVAL               | \$18.27        |
|                           |             | 70178/1           |         | OVERSEEDING                    | \$21.70        |
|                           |             | 70192/1           |         | ADAPT, BUSHING, PLUG           | \$12.32        |
| RICHLAND NAPA             |             | 443933            | 273002  | OIL                            | \$7.17         |
| SPRAGUE PEST SOLUTIONS    |             | 3919807           | 273021  | AUG 2019 MONTHLY SERVICE-FS 2  | \$103.17       |
|                           |             | 3919808           |         | AUG 2019 MONTHLY SERVICE-FS 3  | \$103.17       |
|                           |             | 3948550           |         | SEP 2019 MONTHLY SERVICE-FS 1  | \$103.17       |
|                           |             | 3948551           |         | SEP 2019 MONTHLY SERVICE-FS 2  | \$103.17       |
|                           |             | 3948552           |         | SEPT 2019 MONTHLY SERVICE-FS 3 | \$103.17       |
|                           |             | 3948553           |         | SEPT 2019 MONTHLY SERVICE-FS 4 | \$103.17       |
|                           |             | 3948554           |         | SEPT 2019 MONTHLY SERVICE-RCC  | \$124.89       |
| STONEWAY ELECTRIC SUPPLY  |             | S102851499.001    | 272794  | HOWARD AMON PEDS               | \$80.69        |
|                           |             | S102851505.002    |         | HOWARD AMON PEDS               | \$272.50       |
|                           |             | S102859567.001    |         | FINGERNAIL RECEPTICLE          | \$20.11        |
|                           |             | S102864925.001    |         | HOWARD AMON PEDS               | \$101.16       |
| TACOMA SCREW PRODUCTS INC |             | 22255884          | 273029  | PARKWAY FOUNTAIN PARTS         | \$143.75       |
| THE DRAIN SURGEON         |             | 40798             | 272797  | CITY SHOPS                     | \$205.25       |



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|----------------------------------------------------------|-----------------------------|------------------|---------|--------------------------------|---------------------|
| THE PERSONAL TOUCH CLEANING INC                          |                             | 94152            | 273034  | JANITOR SERVICES-BLDG 100-AUG  | \$3,094.33          |
|                                                          |                             | 94153            |         | JANITOR SERVICES-BLDG 200-AUG  | \$882.10            |
|                                                          |                             | 94154            |         | JANITOR SERVICES-BLDG 300-AUG  | \$717.25            |
|                                                          |                             | 94222            |         | JANITOR SERVICES-RCC-AUG       | \$4,503.46          |
|                                                          |                             | 94223            |         | JANITOR SERVICES-LIBRARY-AUG   | \$6,684.74          |
| TRI CITY LUMBER CO                                       |                             | 1908-040267      | 273041  | WOOD SCREWS-STOCK              | \$20.18             |
| WILBUR ELLIS COMPANY                                     | S018464                     | 13036009         | 272669  | FOUNDATION TURF HERBICIDE AND  | \$2,242.64          |
| XO COMMUNICATIONS SERVICES LLC                           |                             | 0328155461       | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$72.73             |
| <b>PARKS &amp; REC - PARKS&amp;FACILITIES TOTAL ****</b> |                             |                  |         |                                | <b>\$114,797.19</b> |
| <b>Division:</b> 338                                     | PARKS & REC - PROJECT ADMIN |                  |         |                                |                     |
| CANON FINANCIAL SERVICES, INC                            |                             | 20551980         | 272865  | CANON-IRC5550I-XLG04987-SEPT   | \$60.83             |
| <b>PARKS &amp; REC - PROJECT ADMIN TOTAL ****</b>        |                             |                  |         |                                | <b>\$60.83</b>      |
| <b>GENERAL FUND Total ***</b>                            |                             |                  |         |                                | <b>\$449,144.97</b> |
| <b>FUND 101</b>                                          | <b>CITY STREETS</b>         |                  |         |                                |                     |
| <b>Division:</b> 401                                     | STREETS MAINTENANCE         |                  |         |                                |                     |
| AMERICAN ROCK PRODUCTS INC                               | P060760                     | 462095           | 272583  | 5/8" TOP COURSE, INV #462095   | \$122.28            |
|                                                          | P060760                     | 463525           |         | CONCRETE 3500PSI EXTERIOR, INV | \$487.62            |
|                                                          | P060760                     | 464937           |         | CONCRETE 3500PSI EXTERIOR, INV | \$503.36            |
|                                                          | P060760                     | 465051           |         | CONCRETE 3500PSI EXTERIOR, INV | \$1,166.19          |
| ARROW CONSTRUCTION SUPPLY INC                            |                             | 250385           | 272585  | LUTE BAR/HANDLE                | \$237.57            |
| BC SALES CO INC                                          |                             | B520128          | 272848  | BOOTS-ADRIAN                   | \$150.00            |
| BEAVER BARK & ROCK                                       |                             | 970785           | 272849  | CONCRETE                       | \$162.88            |
| CANON FINANCIAL SERVICES, INC                            |                             | 20551980         | 272865  | CANON-IRC5550I-XLG04987-SEPT   | \$12.29             |
| CENTRAL HOSE & FITTINGS INC                              |                             | C039252          | 272870  | HOSE REPAIR                    | \$22.26             |
| CENTRAL PRE-MIX CONCRETE PRODUCTS COMPANY                |                             | 110257232        | 272871  | CONCRETE BLOCKS                | \$256.46            |
| CITY OF RICHLAND                                         |                             | 06/2019-27       | 272875  | #27 LANDFILL FEES              | \$132.77            |
|                                                          |                             | 07/2019-26       |         | #26 LANDFILL FEES              | \$328.30            |
|                                                          |                             | 07/2019-27       |         | #27 LANDFILL FEES              | \$30.00             |
|                                                          |                             | 08/2019-26       |         | #26 LANDFILL FEES              | \$220.78            |
| FASTENAL COMPANY                                         |                             | WARIC85952       | 272612  | T-ROD                          | \$131.46            |
| FRONTIER                                                 | S018497                     | 09/19 2061882614 | 273088  | TELEPHONE CHARGE 9/19/19 - 10/ | \$95.01             |
| HERC RENTALS INC                                         |                             | 30983658-001     | 272619  | LIQUID PROPANE 4 GAL           | \$17.33             |
|                                                          |                             | 30993735-001     | 272938  | ROLLER RENTAL                  | \$925.27            |
|                                                          |                             | 31007230-001     | 272619  | LIQUID PROPANE 17 GAL          | \$73.66             |
|                                                          |                             | 31025661-001     | 272938  | 6.4 GALLON OF LIQUID PROPANE   | \$27.74             |
| INLAND ASPHALT CO                                        | P060744                     | 2864233          | 272623  | ASPHALT, HMA 64-28 35 MODIFIED | \$323.74            |
|                                                          | P060744                     | 2865431          |         | ASPHALT, HMA 64-28 35 MODIFIED | \$133.09            |
| JUB ENGINEERS INC                                        | P060399                     | 127547           | 272625  | CENTRAL RICHLAND TRANSPORTATIO | \$12,688.31         |
|                                                          | P060399                     | 128334           | 272752  | CENTRAL RICHLAND TRANSPORTATIO | \$11,346.95         |



## City Of Richland

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From: 9/23/2019 To: 10/4/2019

| Vendor                                   | P.O. Number                        | Invoice Number                | Check # | Purpose of Purchase            | Invoice Amount |
|------------------------------------------|------------------------------------|-------------------------------|---------|--------------------------------|----------------|
| RICHLAND ACE HARDWARE                    |                                    | 218126/2                      | 272999  | CABLE BOOSTER BOX              | \$119.44       |
|                                          |                                    | 69903/1                       | 272645  | HVY DTY LIQUID NAILS           | \$19.50        |
|                                          |                                    | 69913/1                       | 272999  | LIQ NAILS AND PAINT TOOL       | \$52.66        |
|                                          |                                    | 70080/1                       |         | FELT PAPER                     | \$28.23        |
|                                          |                                    | 70181/1                       |         | CONSTRUCTION ADHESIVE          | \$26.00        |
|                                          |                                    | 70208/1                       |         | 25-BLOCK ANCHOR 12"            | \$67.60        |
| TEKTONIKS CORPORATION                    | P060233                            | 34114-1 RETAINAGE             | 272653  | SOUNDWALL PANEL REPLACEMENT -  | \$726.60       |
| TOTAL COLLISION AND INJURY CARE LLC      |                                    | 10800101A                     | 272654  | TOTAL CARE - DOT PHYSICALS     | \$100.00       |
| TRI CITY SIGN & BARRICADE                |                                    | 16095                         | 272660  | RENTAL 5 DAYS SIGN STANDS      | \$244.35       |
| UNITED PARCEL SERVICE                    | S018492                            | 000986641389                  | 272662  | GROUND PKG TO ECONOLITE FOR RA | \$4.04         |
| XO COMMUNICATIONS SERVICES LLC           |                                    | 0328155461                    | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$18.17        |
| STREETS MAINTENANCE TOTAL ****           |                                    |                               |         |                                | \$31,001.91    |
| CITY STREETS Total ***                   |                                    |                               |         |                                | \$31,001.91    |
| <b>FUND 112</b>                          | <b>INDUSTRIAL DEVELOPMENT FUND</b> |                               |         |                                |                |
| <b>Division:</b>                         | 305                                | ECONOMIC DEVELOPMENT          |         |                                |                |
| MUSTANG SIGNS AND GRAPHICS               |                                    | 13599                         | 272977  | REAL ESTATE SIGN-CITY HALL     | \$2,903.66     |
| RGW ENTERPRISES PC                       | P060202                            | 08/19-LRF ENG/DRF             | 272998  | 2019 ENGINEERING/DRAFTING SERV | \$7,740.00     |
|                                          | P060088                            | 08/19-PM HOURS                |         | AMENDMENT 1 - ADDITIONAL SERVI | \$6,035.00     |
| SHANNON & WILSON INC                     | P060521                            | 110103                        | 272648  | MITIGATION MONITORING FOR THE  | \$767.72       |
|                                          | P060521                            | 110108                        |         | MITIGATION MONITORING FOR THE  | \$1,761.00     |
| XEROX CORPORATION                        |                                    | 098019441                     | 273067  | 8TB-337573 BASE/PRINTS-AUGUST  | \$33.41        |
| ECONOMIC DEVELOPMENT TOTAL ****          |                                    |                               |         |                                | \$19,240.79    |
| <b>Division:</b>                         | 306                                | ECONOMIC DEVELOPMENT PROJECTS |         |                                |                |
| PERMIT SURVEYING INC                     |                                    | 18148-6.inv                   | 272989  | ROW EXHIBITS-WHECO             | \$180.00       |
| ECONOMIC DEVELOPMENT PROJECTS TOTAL **** |                                    |                               |         |                                | \$180.00       |
| INDUSTRIAL DEVELOPMENT FUND Total ***    |                                    |                               |         |                                | \$19,420.79    |
| <b>FUND 117</b>                          | <b>PUBLIC SAFETY SALES TAX</b>     |                               |         |                                |                |
| <b>Division:</b>                         | 131                                | PSST POLICE ACTIVITY          |         |                                |                |
| LN CURTIS & SONS                         | P059636                            | INV302202                     | 272758  | SBA-M1 SAFARI - M1 CONCEALABLE | \$86.88        |
|                                          | P059636                            |                               |         | SBA-SM02-3A-M SAFARI - SUMMIT  | \$863.37       |
|                                          | P059636                            |                               |         | DN6566 SUTOM PROTECH - 2.0 ORE | \$206.34       |
|                                          | P059636                            |                               |         | STP58 SAFARI - 5X8 SOFT TRAUMA | \$21.72        |
|                                          | P059636                            |                               |         | SHIPPING                       | \$12.95        |
| SUPPORT, ADVOCACY AND RESOURCE CENTER    |                                    | 70                            | 273028  | ICAC CONF DALLAS-BICKFORD      | \$1,141.00     |
| PSST POLICE ACTIVITY TOTAL ****          |                                    |                               |         |                                | \$2,332.26     |
| PUBLIC SAFETY SALES TAX Total ***        |                                    |                               |         |                                | \$2,332.26     |



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From: 9/23/2019 To: 10/4/2019

| Vendor                                   | P.O. Number | Invoice Number                    | Check # | Purpose of Purchase                            | Invoice Amount     |
|------------------------------------------|-------------|-----------------------------------|---------|------------------------------------------------|--------------------|
| <b>FUND 150</b>                          |             | <b>HOTEL/MOTEL FUND</b>           |         |                                                |                    |
| <b>Division:</b>                         | 307         | HOTEL/MOTEL TAX                   |         |                                                |                    |
| FAST SIGNS                               |             | 139-59953                         | 272724  | ATOMIC FRONTIER DAY C151-19                    | \$566.89           |
| KIM FETROW PHOTOGRAPHY                   |             | 2357                              | 272756  | ATOMIC FRONTIER DAY C151-19                    | \$1,086.00         |
| TRI CITIES VISITOR & CONVENTION BUREAU   |             | 157284                            | 272658  | TCVCB MONTHLY DUES-AUG 2019                    | \$20,873.70        |
|                                          |             |                                   |         | <b>HOTEL/MOTEL TAX TOTAL ****</b>              | <b>\$22,526.59</b> |
|                                          |             |                                   |         | <b>HOTEL/MOTEL FUND Total ***</b>              | <b>\$22,526.59</b> |
| <b>FUND 151</b>                          |             | <b>SPECIAL LODGING ASSESSMENT</b> |         |                                                |                    |
| <b>Division:</b>                         | 339         | TOURISM PROMOTION AREA            |         |                                                |                    |
| TRI CITIES VISITOR & CONVENTION BUREAU   |             | AUGUST 2019                       | 272658  | SPECIAL LODGING ACCESS AUG 19                  | \$61,365.59        |
|                                          |             |                                   |         | <b>TOURISM PROMOTION AREA TOTAL ****</b>       | <b>\$61,365.59</b> |
|                                          |             |                                   |         | <b>SPECIAL LODGING ASSESSMENT Total ***</b>    | <b>\$61,365.59</b> |
| <b>FUND 153</b>                          |             | <b>COMMUNITY DEV BLOCK GRANT</b>  |         |                                                |                    |
| <b>Division:</b>                         | 308         | CDBG PROGRAM                      |         |                                                |                    |
| XO COMMUNICATIONS SERVICES LLC           |             | 0328155461                        | 273068  | TELEPHONE CHARGES 9/1-9/30/19                  | \$4.83             |
|                                          |             |                                   |         | <b>CDBG PROGRAM TOTAL ****</b>                 | <b>\$4.83</b>      |
|                                          |             |                                   |         | <b>COMMUNITY DEV BLOCK GRANT Total ***</b>     | <b>\$4.83</b>      |
| <b>FUND 154</b>                          |             | <b>HOME FUND</b>                  |         |                                                |                    |
| <b>Division:</b>                         | 309         | HOME PROGRAM                      |         |                                                |                    |
| TRI CITY HERALD                          | S018481     | I04335299                         | 272659  | BECOME A CHDO WITH HOME CONSOR                 | \$250.00           |
| TRI COUNTY PARTNERS HABITAT FOR HUMANITY |             | C171-16/DRAW 3                    | 273042  | KENNEWICK GARDEN COURT                         | \$8,072.10         |
| XO COMMUNICATIONS SERVICES LLC           |             | 0328155461                        | 273068  | TELEPHONE CHARGES 9/1-9/30/19                  | \$4.83             |
|                                          |             |                                   |         | <b>HOME PROGRAM TOTAL ****</b>                 | <b>\$8,326.93</b>  |
|                                          |             |                                   |         | <b>HOME FUND Total ***</b>                     | <b>\$8,326.93</b>  |
| <b>FUND 216</b>                          |             | <b>LTGO BONDS</b>                 |         |                                                |                    |
| <b>Division:</b>                         | 971         | LTGO IMPROVEMENT/REFUNDING        |         |                                                |                    |
| US BANK ST PAUL                          |             | 5440960                           | 273049  | RICLTGOREF10 IT-GOLF FISC FEE                  | \$80.24            |
|                                          |             | 5440961                           |         | RICLTGOREF17 FISCAL AGENT FEES                 | \$300.00           |
|                                          |             |                                   |         | <b>LTGO IMPROVEMENT/REFUNDING TOTAL ****</b>   | <b>\$380.24</b>    |
|                                          |             |                                   |         | <b>LTGO BONDS Total ***</b>                    | <b>\$380.24</b>    |
| <b>FUND 217</b>                          |             | <b>FIRE STATION 74</b>            |         |                                                |                    |
| <b>Division:</b>                         | 976         | FIRE STATION 74 DEBT SERVICE      |         |                                                |                    |
| US BANK ST PAUL                          |             | 5440959                           | 273049  | RICHLTGO14 FISCAL AGENT FEES                   | \$300.00           |
|                                          |             |                                   |         | <b>FIRE STATION 74 DEBT SERVICE TOTAL ****</b> | <b>\$300.00</b>    |



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|------------------------------------------------|-------------------------------------|------------------------------|---------|--------------------------------|-----------------|
| FIRE STATION 74 Total ***                      |                                     |                              |         |                                | \$300.00        |
| <b>FUND 218</b>                                | <b>POLICE STATION DEBT SERVICE</b>  |                              |         |                                |                 |
| <b>Division:</b>                               | 972                                 | POLICE STATION DEBT SERVICE  |         |                                |                 |
| US BANK ST PAUL                                |                                     | 5440965                      | 273049  | RICUTGOREF15 FISCAL AGENT FEES | \$6.23          |
| <b>POLICE STATION DEBT SERVICE TOTAL ****</b>  |                                     |                              |         |                                | <b>\$6.23</b>   |
| <b>POLICE STATION DEBT SERVICE Total ***</b>   |                                     |                              |         |                                | <b>\$6.23</b>   |
| <b>FUND 220</b>                                | <b>RICHLAND COMMUNITY CTR DEBT</b>  |                              |         |                                |                 |
| <b>Division:</b>                               | 973                                 | RICHLAND CENTER DEBT SERVICE |         |                                |                 |
| US BANK ST PAUL                                |                                     | 5440965                      | 273049  | RICUTGOREF15 FISCAL AGENT FEES | \$7.99          |
| <b>RICHLAND CENTER DEBT SERVICE TOTAL ****</b> |                                     |                              |         |                                | <b>\$7.99</b>   |
| <b>RICHLAND COMMUNITY CTR DEBT Total ***</b>   |                                     |                              |         |                                | <b>\$7.99</b>   |
| <b>FUND 222</b>                                | <b>LIBRARY DEBT SERVICE</b>         |                              |         |                                |                 |
| <b>Division:</b>                               | 974                                 | LIBRARY DEBT SERVICE         |         |                                |                 |
| US BANK ST PAUL                                |                                     | 5440965                      | 273049  | RICUTGOREF15 FISCAL AGENT FEES | \$285.78        |
| <b>LIBRARY DEBT SERVICE TOTAL ****</b>         |                                     |                              |         |                                | <b>\$285.78</b> |
| <b>LIBRARY DEBT SERVICE Total ***</b>          |                                     |                              |         |                                | <b>\$285.78</b> |
| <b>FUND 224</b>                                | <b>LRF DEBT SERVICE</b>             |                              |         |                                |                 |
| <b>Division:</b>                               | 975                                 | RAISE AREA DEBT SERVICE      |         |                                |                 |
| US BANK ST PAUL                                |                                     | 5440962                      | 273049  | RICLTGREF13A FISCAL AGENT FEES | \$300.00        |
| <b>RAISE AREA DEBT SERVICE TOTAL ****</b>      |                                     |                              |         |                                | <b>\$300.00</b> |
| <b>LRF DEBT SERVICE Total ***</b>              |                                     |                              |         |                                | <b>\$300.00</b> |
| <b>FUND 301</b>                                | <b>STREETS CAPITAL CONSTRUCTION</b> |                              |         |                                |                 |
| <b>Division:</b>                               | 402                                 | ARTERIAL STREETS             |         |                                |                 |
| ABADAN INC                                     |                                     | AR77633                      | 272831  | SAINT HAGEN OVERLAY            | \$139.50        |
| AMERICAN ROCK PRODUCTS INC                     | P060759                             | 462182                       | 272583  | CONCRETE 3500 psi Exterior,    | \$487.62        |
|                                                | P060759                             | 464954                       |         | CONCRETE 3500 psi Exterior,    | \$503.36        |
| CONTRACTORS EQUIPMENT MAINTENANCE COMPANY INC  | P060525                             | C212-19/PMT 2                | 272707  | BATTELLE BLVD EXTENSION - 212- | \$204,746.00    |
| ECONOLITE CONTROL PRODUCTS INC                 | P060374                             | 152190                       | 272911  | TS2/T1 TYPE STRETCH "P" TRAFFI | \$8,145.00      |
|                                                | P060374                             |                              |         | TS2/T1 TYPE STRETCH "P" TRAFFI | \$7,602.00      |
|                                                | P060374                             |                              |         | STATE CONTRACT USER FEE @ 1.5% | \$236.21        |
| GRANITE CONSTRUCTION COMPANY                   | P060750                             | 1652879                      | 272617  | ASPHALT, INV #1652879 8/28/19  | \$9,013.85      |
|                                                | P060750                             | 1654830                      |         | ASPHALT, INV #1654830 8/29/19  | \$17,054.11     |
|                                                | P060792                             | 1660479                      | 273090  | 3/8" HMA64-28, INV #1660479 9  | \$19,749.71     |
|                                                | P060792                             | 1660757                      |         | 3/8" HMA64-28, INV #1600757 9  | \$6,176.09      |



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| GRANITE CONSTRUCTION COMPANY    | P060795     | 1660849           | 273090  | 3/8"HMA64-28, INV #1660849 9/  | \$9,286.23     |
|                                 | P060795     | 1660877           |         | 3/8"HMA64-28, INV #1660877 9/  | \$11,426.96    |
|                                 | P060799     | 1662947           |         | 3/8" HMA64-28, INV #1662947 9  | \$22,485.95    |
|                                 | P060799     | 1663546           |         | 3/8" HMA64-28                  | \$31,054.83    |
|                                 | P060799     | 1665232           |         | 3/8" HMA64-28                  | \$1,372.59     |
| INLAND ASPHALT CO               | P060748     | 2868963-          | 272741  | TACK OIL, INV #2868963 8/28/1  | \$1,159.48     |
|                                 | P060748     | 2869079-          |         | TACK OIL, INV #2869079 8/26/1  | \$1,284.02     |
|                                 | P060748     | 2869234-          |         | TACK OIL, INV #2869234 8/29/1  | \$565.35       |
|                                 | P060761     | 2871331           | 272623  | CSS-1 TACK OIL, INV #2871331   | \$910.33       |
|                                 | P060761     | 2871631           |         | CSS-1 TACK OIL, INV #2871631   | \$1,082.80     |
|                                 | P060796     | 2872699           | 273092  | TACK OIL, INV #2872699 9/5/19  | \$689.92       |
|                                 | P060798     | 2874763           |         | TACK OIL, INV #2874763 9/6/19  | \$1,274.45     |
|                                 | P060798     | 2874801           |         | TACK OIL, INV #2874801 9/9/19  | \$1,044.47     |
|                                 | P060798     | 2877357           |         | TACK OIL, INV #2877357 9/10/1  | \$1,159.48     |
| POWELL, WILLIAM J               |             | 500890            | 272642  | SDEWALK REP REIMB @25% 1912 HA | \$325.80       |
| STONEMAN ELECTRIC SUPPLY        |             | S102784381.001    | 273023  | RCH SCHOL CROSSING-BURIAL POST | \$475.40       |
| TRANSCO GROUP USA, INC          | P060215     | 23707             | 272657  | STEPTOE/TAPTEAL INTERSECTION   | \$944.45       |
|                                 | P060215     |                   |         | DUPORTAIL BRIDGE PHASE 2 SIGNA | \$125.87       |
| TRI CITY HERALD                 | S018483     | I04325476         | 272659  | PUBLIC NOTICE OF INTENT GWW    | \$183.68       |
|                                 | S018483     | I04334631         |         | CALL FOR BID SAINT ST & HAGEN  | \$254.33       |
| WA STATE DEPARTMENT OF ECOLOGY  |             | 2020-WAR308250    | 272809  | GWW PAVEMENT PRSV-STORMWATER   | \$2,219.90     |
| WA STATE DEPT OF TRANSPORTATION |             | RE313ATB908131353 | 273054  | GWW PAVEMENT PRS-CNST ENG-7/19 | \$205.23       |

ARTERIAL STREETS TOTAL \*\*\*\* \$363,384.97

STREETS CAPITAL CONSTRUCTION Total \*\*\* \$363,384.97

## FUND 380 PARK PROJECT CONSTRUCTION

Division: 000

|                        |                   |        |                               |            |
|------------------------|-------------------|--------|-------------------------------|------------|
| TAPANI UNDERGROUND INC | C180-18/RETAINAGE | 273101 | COLUMBIA PLAYFLD BBALL RETAIN | \$3,073.36 |
|------------------------|-------------------|--------|-------------------------------|------------|

UNASSIGNED TOTAL \*\*\*\* \$3,073.36

Division: 337 PARKS &amp; REC PROJECTS

|                            |              |                  |                                |            |
|----------------------------|--------------|------------------|--------------------------------|------------|
| AMERICAN ROCK PRODUCTS INC | 467777       | 272836           | SAND-3 SIDED ENCLOSURE         | \$45.01    |
| BEAVER BARK & ROCK         | 966282       | 272685           | ROCK-GOETHALS 3 SIDED          | \$379.95   |
|                            | 967310       |                  | CONCRETE-GOETHALS 3 SIDED      | \$387.50   |
| HERC RENTALS INC           | 31038834-001 | 272938           | TELEHANDLER - GROVES PRK BEACH | \$412.68   |
| LEONE & KEEBLE INC         | P060146      | C19-1736/RETAIN  | GEORGE PROUT POOL LOBBY DOOR A | \$680.02   |
| SHANNON & WILSON INC       | P060292      | 110102           | ENVIRONMENTAL CONSULTING SERVI | \$1,368.00 |
| SPVV LANDSCAPE ARCHITECTS  | P060516      | 1894.02          | BADGER MOUNTAIN TRAIL REVIEW,  | \$700.00   |
| TAPANI UNDERGROUND INC     | P059354      | C180-18/RETAIN 2 | COLUMBIA PLAYFIELD BASKETBALL  | \$2,915.00 |

PARKS &amp; REC PROJECTS TOTAL \*\*\*\* \$6,888.16

PARK PROJECT CONSTRUCTION Total \*\*\* \$9,961.52



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| Vendor                                     | P.O. Number                      | Invoice Number           | Check # | Purpose of Purchase             | Invoice Amount     |
|--------------------------------------------|----------------------------------|--------------------------|---------|---------------------------------|--------------------|
| <b>FUND 385</b>                            | <b>GENERAL GOVT CONSTRUCTION</b> |                          |         |                                 |                    |
| <b>Division:</b>                           | 900                              | NON-DEPARTMENTAL         |         |                                 |                    |
| DUPREE BUILDING SPECIALTIES                |                                  | 0088014-IN               | 272910  | TACK BOARDS                     | \$1,574.70         |
| GRAINGER                                   | S018500                          | 9294656179               | 272932  | HARDI CUBE WATER SOFT ITEM #36  | \$295.34           |
| MILLER PAINT COMPANY INC                   |                                  | 31672899                 | 272765  | CITY HALL PAINT                 | \$37.90            |
| RICHLAND ACE HARDWARE                      |                                  | 70013/1                  | 272999  | WATER SOFTENER SUPPLIES-NEW     | \$72.70            |
| TACOMA SCREW PRODUCTS INC                  |                                  | 22254167                 | 273029  | CITY HALL PARTS                 | \$32.73            |
|                                            |                                  | 22255471                 |         | 8' LADDER-CITY HALL             | \$295.28           |
| <b>NON-DEPARTMENTAL TOTAL ****</b>         |                                  |                          |         |                                 | <b>\$2,308.65</b>  |
| <b>GENERAL GOVT CONSTRUCTION Total ***</b> |                                  |                          |         |                                 | <b>\$2,308.65</b>  |
| <b>FUND 401</b>                            | <b>ELECTRIC UTILITY FUND</b>     |                          |         |                                 |                    |
| <b>Division:</b>                           | 000                              |                          |         |                                 |                    |
| ANIXTER INC                                | P060587                          | 4325798-01               | 273076  | TEST SWITCH 1 PH, 7 POLE F/C    | \$3,225.42         |
|                                            | P060587                          |                          |         | TEST SWITCH 3 PH, 10 POLE F/C,  | \$3,258.00         |
|                                            | P060732                          | 4373161-00               | 272680  | CUTOUT 100 AMP LOADBREAK 15KV   | \$3,709.23         |
|                                            | P060732                          |                          |         | STIRRUP #4-4/0 ACSR, ANDERSON   | \$712.42           |
|                                            | P060732                          |                          |         | CLAMP, HOTLINE BRONZE HUBBELL   | \$911.15           |
| GENERAL PACIFIC INC                        | P060719                          | 1348540                  | 273089  | CONN, INSULATED 4-COND, 4-350   | \$671.15           |
|                                            | P060719                          |                          |         | REDUCER/ADAPTER, UTILCO PTF     | \$87.05            |
|                                            | P060735                          | 1348876                  | 272927  | T-BODY CONDUCTOR CONTACT, 750   | \$3,475.20         |
|                                            | P060735                          |                          |         | FEED-THRU, 15KV, 200A           | \$1,611.73         |
|                                            | P060735                          |                          |         | T-BODY CABLE ADAPTER, 750MCM    | \$1,178.31         |
|                                            | P060735                          |                          |         | T-BODY TAP PLUG, HUBBELL        | \$989.35           |
|                                            | P060735                          |                          |         | SPLICE, 3-M CONNECTOR, 1/0 STR  | \$30.19            |
| WESCO DISTRIBUTION INC                     | P060736                          | 993220                   | 273107  | SPLICE, 3-M PRIMARY, 1/0 STRAND | \$445.04           |
|                                            | P060736                          |                          |         | SPLICE, 3-M PRIMARY, #2-1/0,    | \$772.15           |
|                                            | P060736                          | 993976                   |         | TERMINATION KIT, JACKETED 1/0,  | \$2,032.99         |
| <b>TOTAL ****</b>                          |                                  |                          |         |                                 | <b>\$23,109.38</b> |
| <b>Division:</b>                           | 501                              | <b>BUSINESS SERVICES</b> |         |                                 |                    |
| CANON FINANCIAL SERVICES, INC              |                                  | 20551980                 | 272865  | CANON-IRC5550I-XLG04987-SEPT    | \$56.29            |
| CITY OF RICHLAND                           |                                  | 19-260 GRIMES            | 272876  | 19-260 NWPPA AD WRKSP           | \$787.48           |
|                                            |                                  | 19-404 WHITNEY           |         | 19-404 SGR SRVNT LD             | \$649.33           |
| FRONTIER                                   | S018497                          | 09/19 2061882614         | 273088  | TELEPHONE CHARGE 9/19/19 - 10/  | \$96.30            |
| SENGER, DAWN M                             |                                  | 19-401 SENGER            | 273015  | 19-401 NWPPA NW CONF            | \$928.71           |
| UNITED PARCEL SERVICE                      | S018499                          | 000986641399             | 273046  | GROUND PKG TO SD MYERS LLC FOR  | \$5.35             |
|                                            | S018499                          |                          |         | WEIGHT CORRECTION FOR PKG TO S  | \$1.52             |
|                                            | S018499                          |                          |         | NDA PKG TO SD MYERS LLC FOR     | \$18.96            |
|                                            | S018499                          |                          |         | WEIGHT CORRECTION FOR PKG TO S  | \$0.72             |
| US BANK ST PAUL                            |                                  | 5440954                  | 273049  | RICELE15 FISCAL AGENT FEES      | \$300.00           |





## City Of Richland

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| Vendor                                   | P.O. Number | Invoice Number         | Check # | Purpose of Purchase            | Invoice Amount     |
|------------------------------------------|-------------|------------------------|---------|--------------------------------|--------------------|
| US BANK ST PAUL                          |             | 5440955                | 273049  | RICELEBAB09 FISCAL AGENT FEES  | \$300.00           |
|                                          |             | 5440956                |         | RICELEIMP13B FISCAL AGENT FEES | \$300.00           |
|                                          |             | 5440957                |         | RICELEREF13A FISCAL AGENT FEES | \$300.00           |
|                                          |             | 5440958                |         | RICELEREV18 FISCAL AGENT FEES  | \$300.00           |
| WHITNEY, CLINT                           |             | 19-404 WHITNEY         | 273064  | 19-404 SGR SRVNT LD            | \$5.15             |
| XEROX CORPORATION                        |             | 098019434              | 273067  | 8TB-338231 BASE/PRINTS-AUGUST  | \$222.65           |
|                                          |             | 098019435              |         | 3UA-367080 BASE/PRINTS-AUGUST  | \$49.93            |
| XO COMMUNICATIONS SERVICES LLC           |             | 0328155461             | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$78.18            |
|                                          |             |                        |         | TELEPHONE CHARGES 9/1-9/30/19  | \$92.11            |
|                                          |             |                        |         | TELEPHONE CHARGES 9/1-9/30/19  | \$42.36            |
|                                          |             |                        |         | TELEPHONE CHARGES 9/1-9/30/19  | \$88.28            |
|                                          |             |                        |         | TELEPHONE CHARGES 9/1-9/30/19  | \$41.59            |
| <b>BUSINESS SERVICES TOTAL ****</b>      |             |                        |         |                                | <b>\$4,664.91</b>  |
| <b>Division:</b>                         | 502         | ELECTRICAL ENGINEERING |         |                                |                    |
| DNV GL USA, INC.                         | P060765     | 340-19                 | 272609  | SYNERGI ELECTRICAL ANNUAL RENE | \$5,592.90         |
| POWER CITY ELECTRIC INC                  | P060526     | 50733                  | 272778  | STEVENS SUB BANK 1 RELAY       | \$21,593.40        |
| <b>ELECTRICAL ENGINEERING TOTAL ****</b> |             |                        |         |                                | <b>\$27,186.30</b> |
| <b>Division:</b>                         | 503         | POWER OPERATIONS       |         |                                |                    |
| AUTOZONE                                 |             | 3733585202             | 272841  | MAGNET, DIFFUSERS              | \$22.34            |
| BC SALES CO INC                          |             | B520177                | 272848  | SAFETY GLASSES-ARMER           | \$14.06            |
| BEAVER BARK & ROCK                       |             | 970207                 | 272849  | ROCK #47 COCOA                 | \$314.83           |
| BENTON PUD                               | P059975     | 3218                   | 272589  | SAFETY TRAINING PER CONTRACT   | \$2,567.75         |
|                                          | P060157     | 3222                   |         | PRE-NOTIFICATION SERVICES FOR  | \$2,681.55         |
| BOYD'S TREE SERVICE LLC                  | P059899     | 7282                   | 272593  | TREE PRUNING AND VEGETATION MG | \$6,162.27         |
|                                          | P059899     | 7308                   |         | TREE PRUNING AND VEGETATION MG | \$7,783.06         |
|                                          | P059899     | 7329                   | 272689  | TREE PRUNING AND VEGETATION MG | \$8,216.36         |
| CITY OF RICHLAND                         |             | 08/2019-1901           | 272875  | #1901 DROP BOX DISP/HAULING    | \$1,054.31         |
| HERC RENTALS INC                         |             | 31026090-001           | 272938  | RENTAL SOD CUTTER              | \$93.40            |
| KELLEY'S TELE-COMMUNICATIONS INC         |             | 022409012019           | 272951  | AFTER HOURS EMERGENCY CALL SVC | \$434.69           |
| M & L CONSTRUCTION INC                   | P060345     | 1984                   | 272963  | SCHEDULE B: MCMURRAY THAYER    | \$102,542.29       |
| PARADISE BOTTLED WATER CO                |             | 08/19-POWER OPS        | 272987  | BOTTLED WATER-AUGUST           | \$108.53           |
| PARAMOUNT COMMUNICATIONS INC             | P059069     | 35253                  | 272641  | RIVERCREST TERRACE N. - SCHEDU | \$86,583.52        |
| PRATER ELECTRIC INC                      | P060198     | 317-1RETAINAGE         | 272643  | Retainage 92-19                | \$7,555.10         |
| RICHLAND ACE HARDWARE                    |             | 69774/1                | 272999  | PVC PIPE                       | \$6.92             |
|                                          |             | 69829/1                |         | 9V BATTERIES                   | \$18.45            |
|                                          |             | 69999/1                |         | CM BAR/CHAIN/FUEL              | \$25.60            |
|                                          |             | 70027/1                |         | GRASS SEED/PIPE CAP            | \$33.86            |
|                                          |             | 70143/1                |         | GRASS SEED                     | \$32.57            |
|                                          |             | 70152/1                |         | PIPE FITTINGS                  | \$9.94             |
| STONEWAY ELECTRIC SUPPLY                 |             | S102834307.001         | 273023  | FLUKE TEST LEADS               | \$89.58            |



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| TYNDALE ENTERPRISES INC            | P059955     | 1842561            | 272661  | FIRE RETARDANT CLOTHING-2019   | \$795.16            |
| WESCO DISTRIBUTION INC             | S018462     | 10136494           | 272620  | BUSHING ADAPTER, CHANCE        | \$338.37            |
|                                    | S018462     |                    |         | FREIGHT                        | \$10.91             |
|                                    | S018447     | 991108             | 272666  | LINEMANS WRENCH, 5/16" ALLEN   | \$404.25            |
| ZURCHER, CHRISTOPHER               |             | 091419             | 273072  | REIMB MEALS 9/14/19            | \$52.95             |
| <b>POWER OPERATIONS TOTAL ****</b> |             |                    |         |                                | <b>\$227,952.62</b> |
| <b>Division:</b>                   | 504         | SYSTEMS DIVISION   |         |                                |                     |
| ACCURATE CALIBRATION SERVICES LLC  |             | 74009              | 272833  | ANNUAL CALIB AND CERT          | \$1,350.00          |
| DESERTGREEN LAWN & TREE CARE LLC   |             | 214681             | 272903  | PEST CONTROL-THAYER SUB        | \$65.16             |
|                                    |             | 214682             |         | PEST CONTROL-SNYDER SUB        | \$65.16             |
|                                    |             | 214684             |         | PEST CONTROL-1915 HORN RAPIDS  | \$65.16             |
| ELR CONSULTING INC                 | P059898     | 3247               | 272610  | SCADA SOFTWARE INTEGRATION SUP | \$2,038.48          |
| OXARC INC                          |             | 30751418           | 272983  | NITROGEN                       | \$42.22             |
|                                    |             | 60477946           |         | RENTAL MULT GAS CYL            | \$77.76             |
| PLATT ELECTRIC SUPPLY              |             | X163527            | 272990  | FLUKE CASE X2                  | \$86.86             |
|                                    |             | X163545            |         | FLUKE MULTMTR X2               | \$323.63            |
| SD MYERS LLC                       | S018487     | 798399             | 273014  | PCB CONTENT (2 PPM DET LIMIT)  | \$80.00             |
| STEEBER'S LOCK SERVICE             |             | 173249             | 273022  | 4 DUP KEYS                     | \$11.95             |
| UTILIWORKS CONSULTING LLC          | P056517     | 5704               | 272806  | AMENDMENT #9 - ADDITIONAL SERV | \$5,272.21          |
|                                    | P056517     |                    |         | AMENDMENT #6 - ADDITIONAL SERV | \$7,848.83          |
|                                    | P056517     | 5705               |         | AMENDMENT #9 - ADDITIONAL SERV | \$1,790.79          |
| <b>SYSTEMS DIVISION TOTAL ****</b> |             |                    |         |                                | <b>\$19,118.21</b>  |
| <b>Division:</b>                   | 505         | ENERGY POLICY MGMT |         |                                |                     |
| A ONE REFRIGERATION & HEATING INC  |             | 27542988-1         | 272672  | 510 CHARBONNEAU-REBATE-HP      | \$1,000.00          |
| AMERICOOOL HEATING AND A/C LLC     | P060595     | 1236-5528          | 272584  | WEATHERWISE LOAN: CHESNEY, 163 | \$13,412.10         |
| BENTON PUD                         |             | 09/19-30228005     | 272853  | ELEC SVC 8/22/19-9/22/19       | \$400.66            |
| BRUCE INC                          |             | 19-0593.2          | 272858  | 2228 REDWOOD-REBATE-HP         | \$1,000.00          |
| CHINOOK HEATING & AIR INC          | P060448     | 47907              | 272597  | WEATHERWISE LOAN: HYMAS, 4003  | \$15,747.00         |
|                                    |             | 49208              | 272873  | 1512 ADAIR-REBATE-HP           | \$1,000.00          |
| CITY OF RICHLAND                   |             | 11740              | 272602  | 306 ABBOT - REBATE INS/WINDWS  | \$1,874.40          |
|                                    |             | 311120             | 272877  | 1317 FARRELL-REBATE-HP         | \$1,000.00          |
|                                    |             | 393040             | 272700  | 1920 HOOD - REBATE-HP          | \$1,000.00          |
|                                    |             | 613220             | 272877  | 1128 MAPLE PL-REBATE-HP        | \$1,000.00          |
|                                    |             | 622420             | 272700  | 84 NEWCOMER - REBATE - HP      | \$1,000.00          |
|                                    |             | 671020             | 272877  | 2520 BANYON-REBATE-HP          | \$1,000.00          |
|                                    |             | 71600              | 272700  | 1424 ALICE-REBATE-HP           | \$1,000.00          |
|                                    |             | 810880             |         | 245 HIGH MEADOWS - REBATE-HP   | \$1,000.00          |
|                                    |             | 811940             | 272602  | 224 HILLVIEW - REBATE-WINDWS   | \$1,129.14          |
|                                    |             | 881020             | 272700  | 1427 OXFORD - REBATE-HP        | \$1,000.00          |
|                                    |             | 913765             | 272877  | 4003 KEENE-REBATE-HP           | \$2,000.00          |



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| CITY OF RICHLAND            |             | 9813504           | 272877  | 1637 BIRCH-REBATE-LI HP        | \$3,800.00     |
| DAYCO HEATING & AIR         |             | 80730             | 272713  | 62 RIDGECLIFF-REBATE-HP        | \$1,000.00     |
|                             |             | 81748             | 272900  | 2301 HUMPHREYS-REBATE-HP       | \$1,000.00     |
|                             |             | 81760             |         | 2306 HUMPHREYS-REBATE-HP       | \$1,000.00     |
|                             | P060727     | 83856             | 272713  | WEATHERWISE LOAN: BABOCK, 1020 | \$8,683.66     |
| DELTA HEATING & COOLING INC | P060466     | 26124             | 272608  | WEATHERWISE LOAN: 245 HIGH     | \$9,231.00     |
|                             | P060622     | 26208             |         | WEATHERWISE LOAN: JUDY, 1128   | \$8,829.18     |
|                             |             | 26209             | 272715  | 2362 EASTON - REBATE - HP      | \$1,000.00     |
|                             | P060677     | 26211             | 272608  | WEATHERWISE LOAN: SEE, 1424 AL | \$7,710.60     |
|                             | P060762     | 26212             |         | WEATHERWISE LOAN: SWALLOW, 131 | \$6,244.50     |
| ENERGY INCENTIVES INC       | P060025     | CORAUG2019        | 272722  | RESIDENTIAL ENERGY EFFICIENCY  | \$3,340.00     |
| ENGIE INSIGHT SERVICES INC  |             | ES11540FY20190055 | 272913  | 2601 QUEENSGATE-REBATE-LIGHTIN | \$6,780.00     |
| FRAMATOME ANP RICHLAND      |             | ES11540FY20190067 | 272923  | 2101 HORN RAPID-REBATE-LIGHTIN | \$101,830.00   |
| JACOBS & RHODES INC         |             | 40931             | 272748  | 603 JEFFERSON-REBATE-HP        | \$1,000.00     |
|                             |             | 40963             |         | 2723 EASTWOOD - REBATE-HP      | \$2,000.00     |
| LIBERTY CHRISTIAN SCHOOL    |             | ES11540FY20190066 | 272960  | 2200 WILLIAMS-REBATE-LIGHTING  | \$23,660.00    |
| M CAMPBELL & COMPANY INC    |             | 267175            | 272964  | 117 PEACHTREE-REBATE-HP        | \$1,000.00     |
|                             |             | 273024            | 272760  | 327 WENAS - REBATE-HP          | \$1,000.00     |
|                             |             | 280682            |         | 405 BARTH - REBATE-DHP         | \$800.00       |
|                             |             | 280685            |         | 407 BARTH - REBATE- DHP        | \$800.00       |
|                             |             | 283931            | 272964  | 16 GALAXY-REBATE-HP            | \$1,000.00     |
|                             |             | 284587            | 272760  | 1820 HUNT - REATE - HP         | \$1,000.00     |
|                             |             | 284691            | 272964  | 2408 TINKLE-REBATE-HP          | \$1,000.00     |
|                             |             | 284815            | 272760  | 258 HIGH MEADOWS-REBATE-HP     | \$1,000.00     |
|                             |             | 286399            |         | 1307 PUTNAM-REBATE-HP          | \$1,000.00     |
|                             |             | 287212            |         | 1902 SKY MEADOW - REBATE-HP    | \$1,000.00     |
|                             |             | 287265            |         | 1305 PUTNAM - REBATE - HP      | \$1,000.00     |
|                             |             | 287277            | 272964  | 1628 HORN-REBATE-HP            | \$1,000.00     |
|                             |             | ES11540FY20190068 |         | 1629 GEO WASH-REBATE-LIGHTING  | \$935.00       |
| M HOTEL                     |             | ES11540FY20190069 | 272965  | 1515 GWW-REBATE-LIGHTING       | \$6,019.00     |
| PERFECTION GLASS            |             | 9993676798        | 272775  | 231 HILLVIEW-REBATE-WINDOWS    | \$72.00        |
|                             |             | 9993677454        |         | 1106 BENHAM-REBATE-WINDOWS     | \$174.60       |
| PROVIDENCE HEALTH/KADLEC    |             | ES11540FY20190076 | 272993  | 550 GAGE-REBATE-LIGHTING       | \$4,760.00     |
| TOTAL ENERGY MANAGEMENT INC |             | 59648WWR          | 272800  | 1807 MARSHALL - REBATE - HP    | \$1,000.00     |
|                             |             | 60003WWR          |         | 1722 GAILLARD-REBATE-HP        | \$1,000.00     |
|                             | P060594     | 60096LOAN         | 272655  | WEATHERWISE LOAN: WEBB, 1920 H | \$8,551.16     |
|                             |             | 60240WWR          | 272800  | 1607 MAHAN - REBATE-HP         | \$1,000.00     |
|                             | P060656     | 60272             | 272655  | WEATHERWISE LOAN: MCGUIRE, 84  | \$9,199.51     |
|                             | P060704     | 60298LOAN         |         | WEATHERWISE LOAN: GANGL,       | \$12,407.55    |
|                             | P060704     |                   |         | ADJUST FOR TAX                 | \$0.01         |
| TRANS UNION LLC             |             | 08901897          | 272656  | CREDIT REPORTS-JUL             | \$61.91        |



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| US DEPARTMENT OF ENERGY         |                           | ES11540FY20190072 | 273051  | 2890 HORN RAPIDS-REBATE-LIGHTI | \$20,990.00    |
|                                 |                           | ES11540FY20190073 |         | 2890 HORN RAPID-REBATE-LIGHTIN | \$21,040.00    |
|                                 |                           | ES11540FY20190074 |         | 2890 HORN RAPIDS-REBATE-LIGHTI | \$19,764.00    |
| ENERGY POLICY MGMT TOTAL ****   |                           |                   |         |                                | \$351,246.98   |
| ELECTRIC UTILITY FUND Total *** |                           |                   |         |                                | \$653,278.40   |
| <b>FUND 402</b>                 | <b>WATER UTILITY FUND</b> |                   |         |                                |                |
| <b>Division:</b>                | 000                       |                   |         |                                |                |
| ALLSTAR CONSTRUCTION            |                           | 19-01245          | 272677  | HYDRANT METER REFUND #306      | \$750.00       |
| ANDRIST ENTERPRISES             |                           | 19-01632          | 273075  | MONTHLY RENTAL                 | (\$30.00)      |
|                                 |                           |                   |         | WATER USAGE                    | (\$34.20)      |
|                                 |                           |                   |         | HYDRANT METER REFUND           | \$750.00       |
| C & E TRENCHING LLC             |                           | 19-00975          | 272691  | MONTHLY RENTAL                 | (\$30.00)      |
|                                 |                           |                   |         | WATER USAGE                    | (\$114.00)     |
|                                 |                           |                   |         | HYDRANT METER REFUND #362      | \$750.00       |
| C2 POOLS                        |                           | 19-01137          | 272693  | HYDRANT METER REFUND #320      | \$750.00       |
|                                 |                           |                   |         | MONTHLY RENTAL                 | (\$30.00)      |
|                                 |                           |                   |         | WATER USAGE                    | (\$1.90)       |
| CL ENTERPRISES GC               |                           | 19-01179          | 272701  | MONTHLY RENTAL                 | (\$30.00)      |
|                                 |                           |                   |         | HYDRANT METER REFUND #302      | \$750.00       |
| COLUMBIA BASIN RACQUET CLUB     |                           | 19-01528          | 272704  | MONTHLY RENTAL                 | (\$30.00)      |
|                                 |                           |                   |         | HYDRANT METER REFUND # 371     | \$750.00       |
|                                 |                           |                   |         | WATER USAGE                    | (\$101.65)     |
| CORE & MAIN LP                  | P060718                   | L200109           | 273083  | ANGLE VALVE 1", METER X FIP,   | \$123.52       |
|                                 | P060718                   |                   |         | COUP FIP X CTS QUICK JNT, 1"   | \$164.38       |
|                                 | P060718                   |                   |         | FLANGE, 1-1/2" METER X 1-1/2"  | \$166.46       |
|                                 | P060718                   |                   |         | ELBOW CTS PACK JOINT, 2"       | \$377.34       |
|                                 | P060718                   |                   |         | METER,ELBOW METER X FIP, 2",90 | \$450.52       |
|                                 | P060718                   |                   |         | COUPLING CTS QUICK JOINT, 1"   | \$1,404.09     |
|                                 | P060718                   |                   |         | VALVE CURB STOP, 1" CTS QUICK  | \$1,165.23     |
|                                 | P060718                   |                   |         | COUP MIP X CTS QUICK JNT, 1"   | \$1,194.27     |
|                                 | P060718                   |                   |         | ANGLE VALVE 2" METER X FIP     | \$1,264.23     |
|                                 | P060718                   |                   |         | COUP MIP X CTS PACK JNT 1-1/2" | \$747.17       |
|                                 | P060718                   |                   |         | COUP MIP X CTS PACK JOINT, 2"  | \$2,449.36     |
|                                 | P060718                   |                   |         | COUP FIP X CTS PACK JOINT, 2"  | \$853.60       |
|                                 | P060718                   |                   |         | METER, ADAPTER 3/4" X 1" METER | \$3,436.28     |
| CULBERT CONSTRUCTION            |                           | 19-01631          | 272709  | MONTHLY RENTAL                 | (\$30.00)      |
|                                 |                           |                   |         | WATER USAGE                    | (\$3.80)       |
|                                 |                           |                   |         | HYDRANT METER REFUND #320      | \$750.00       |
| DW EXCAVATION                   |                           | 19-00480          | 272718  | HYDRANT METER REFUND #319      | \$750.00       |
| FERGUSON WATERWORKS             | P060666                   | 0803158           | 273087  | BRASS BUSHING 2" X 1-1/2" PIPE | \$204.71       |



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| FERGUSON WATERWORKS                      | P060666     | 0803158                | 273087  | BRASS BUSHING 2" X 1" PIPE     | \$204.71       |
|                                          | P060666     |                        |         | BRASS BUSHING 2" X 1-1/4" PIPE | \$102.36       |
|                                          | P060666     |                        |         | TEE, BRASS 2 INCH, FIPT        | \$162.70       |
|                                          | P060666     |                        |         | BRASS BUSHING 1-1/2" X 1-1/4"  | \$83.02        |
| HD FOWLER COMPANY INC                    | S018489     | 15284236               | 272738  | VALVE BOX LID, DROP IN, FOR    | \$815.69       |
|                                          | S018489     |                        |         | ADJUST FOR TAX                 | \$0.01         |
|                                          | S018489     |                        |         | VALVE BOX TOP, 16" SLIP STYLE, | \$277.91       |
| HUESITOS LANDSCAPING                     |             | 19-01188               | 273091  | MONTHLY RENTAL                 | (\$30.00)      |
|                                          |             |                        |         | HYDRANT METER REFUND           | \$750.00       |
| KENNEWICK IRRIGATION DISTRICT            |             | 18-01927               | 273093  | MONTHLY RENTAL                 | (\$30.00)      |
|                                          |             |                        |         | HYDRANT METER REFUND           | \$750.00       |
| NEW STYLE SWIMMING POOLS                 |             | 19-01494               | 273097  | HYDRANT METER REFUND           | \$750.00       |
|                                          |             |                        |         | MONTHLY RENTAL                 | (\$30.00)      |
| TAYLOR, LARRY                            |             | 19-01458               | 273032  | HYDRANT METER REFUND #388      | \$750.00       |
|                                          |             |                        |         | MONTHLY RENTAL                 | (\$30.00)      |
|                                          |             |                        |         | WATER USAGE                    | (\$34.20)      |
| WSU TRI-CITIES                           |             | 19-01451               | 273108  | HYDRANT METER REFUND           | \$750.00       |
|                                          |             |                        |         | MONTHLY RENTAL                 | (\$30.00)      |
| UNASSIGNED TOTAL ****                    |             |                        |         |                                | \$24,777.81    |
| Division:                                | 410         | WATER CAPITAL PROJECTS |         |                                |                |
| CAROLLO ENGINEERS, INC                   | P060130     | 0180274                | 272694  | WTP SOLIDS HANDLING IMPROVEMEN | \$2,150.00     |
| WA STATE DEPARTMENT OF ECOLOGY           |             | 092419 PERMIT FEE      | 272663  | PERMIT FEE-WATER RIGHT EXT     | \$50.00        |
| WATER CAPITAL PROJECTS TOTAL ****        |             |                        |         |                                | \$2,200.00     |
| Division:                                | 411         | WATER ADMINISTRATION   |         |                                |                |
| BLUE RUDDER                              | P060213     | 000355                 | 272592  | LEADERSHIP DEVELOPEMENT TRAINI | \$2,850.00     |
| US BANK ST PAUL                          |             | 5440966                | 273049  | RICWAT14 FISCAL AGENT FEES     | \$169.05       |
|                                          |             | 5440967                |         | RICWATIREF12 FISCAL FEES       | \$234.57       |
|                                          |             | 5440968                |         | RICWATIREF09 FISCAL AGENT FEES | \$157.39       |
|                                          |             | 5440969                |         | RICWATREF17 FISCAL AGENT FEES  | \$155.35       |
| WATER ADMINISTRATION TOTAL ****          |             |                        |         |                                | \$3,566.36     |
| Division:                                | 412         | WATER OPERATIONS       |         |                                |                |
| BENTON FRANKLIN HEALTH DISTRICT          |             | 10748                  | 272588  | WATER SAMPLES - AUGUST         | \$2,830.00     |
| BENTON RURAL ELECTRIC ASSOCIATION        |             | 7/19-385100 FEE        | 272590  | LATE CHARGE                    | \$24.23        |
|                                          |             | 7/19-385100 LC         |         | KENNEDY BOOSTER STAT LATE FEE  | \$33.16        |
|                                          |             | 8/19 385100            |         | KENNEDY BOOSTER STATION        | \$2,891.53     |
| CANON FINANCIAL SERVICES, INC            |             | 20551980               | 272865  | CANON-IRC5550I-XLG04987-SEPT   | \$0.08         |
| CASCADE NATURAL GAS CORP                 |             | 09/19 28638100009      | 272869  | NAT GAS 110 SAINT 08/20-9/16   | \$14.11        |
| CONSOLIDATED ELECTRICAL DISTRIBUTORS INC |             | 3627-615583            | 272605  | LED LAMP                       | \$121.63       |
| CORRECT EQUIPMENT INC                    | S018493     | 40234                  | 273084  | FREIGHT                        | \$292.00       |
|                                          | S018493     |                        |         | CHLORINATION TABLETS, 55LB PAI | \$5,755.20     |



## City Of Richland

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From: 9/23/2019 To: 10/4/2019

| Vendor                                   | P.O. Number | Invoice Number    | Check # | Purpose of Purchase            | Invoice Amount     |
|------------------------------------------|-------------|-------------------|---------|--------------------------------|--------------------|
| ENERGY NORTHWEST                         |             | ENV03868          | 272611  | WATER SAMPLES                  | \$368.00           |
|                                          |             | ENV03878          |         | WATER SAMPLES                  | \$381.00           |
| FERGUSON ENTERPRISES INC                 |             | 7481483           | 272920  | PVC T/U BV EPDM                | \$194.81           |
|                                          |             | 7509625           | 272613  | VALVE REPAIR KIT               | \$16.18            |
|                                          |             | 7510702           |         | PVC/ELBOWS/COUPLINGS           | \$66.80            |
|                                          |             | 7510702-1         | 272920  | PVC ELBOW/COUP/ADPT/UNION      | \$53.56            |
|                                          |             | 7512213           | 272613  | SWIVEL RING                    | \$2.06             |
|                                          |             | 7521874           |         | PVC COUP/ADPT                  | \$25.27            |
|                                          |             | 7569073           | 272920  | COUPLING/MESH CLOTH/SOLDER     | \$50.55            |
| GRAINGER                                 | S018500     | 9296851901        | 272932  | MELT BLOWN CARTRIGE ITEM #4PCA | \$46.89            |
| ORTIZ, ANTHONY                           |             | 080119            | 272981  | REIMB WTP OPTR IT /WDM         | \$177.48           |
| OXARC INC                                |             | 30774741          | 272983  | SODIUM HYPOCHLORITE            | \$385.93           |
|                                          |             | 60477943          | 272638  | CYLINDER RENTAL - AUGUST       | \$77.08            |
| RANCH AND HOME INC                       |             | I150385404        | 272644  | PALLET WTR SOFT SALT 50 LB     | \$292.14           |
|                                          |             | I150391370        | 272995  | PALLET WTR SOFT SALT           | \$292.14           |
|                                          |             | I150393910        |         | PALLET WTR SOFT SALT           | \$292.14           |
| RICHLAND ACE HARDWARE                    |             | 70050/1           | 272999  | AA BATTERIES                   | \$9.64             |
|                                          |             | 70168/1           |         | PRIMER PAINT                   | \$30.40            |
| SENSKE LAWN & TREE CARE INC              |             | 9512863           | 272789  | 2800 SR 240 PST CTRL 3RD QTR   | \$100.73           |
|                                          |             | 9512865           |         | SNYDER PEST CONTROL- 3RD QTR   | \$100.73           |
|                                          |             | 9512866           |         | 2715 GWW PST CTROL 3RD QTR     | \$100.73           |
|                                          |             | 9512868           |         | 3420 GWW PEST CONTROL 3RD QTR  | \$100.73           |
|                                          |             | 9512870           |         | WTP PEST CONTROL - 3RD QTR     | \$559.29           |
| STEP SAVER INC                           | P060783     | T496519           | 272793  | PTO &/OR DELIVERY              | \$181.85           |
|                                          | P060783     |                   |         | BULK, SODIUM CHLORIDE (NACL),  | \$981.40           |
|                                          | P060783     |                   |         | FREIGHT/SHIPPING CHARGE        | \$740.63           |
| TOKAY SOFTWARE                           | P060803     | 6183              | 273104  | SUPPORT NAVIGATOR IT MULTIUSER | \$790.00           |
| UNITED PARCEL SERVICE                    | S018492     | 000986641389      | 272662  | ADD'L HANDLING FOR PKG TO WATE | \$9.76             |
|                                          | S018492     |                   |         | NDA PKG TO WATER MANAGEMENT LA | \$22.35            |
| WA STATE DEPARTMENT OF ECOLOGY           |             | 2020-WAG645000    | 272663  | FY20 HALF WA PLT WST PERMIT    | \$1,876.00         |
| WATER MANAGEMENT LABORATORIES, INC.      |             | 178858            | 272665  | POSTAGE/FREIGHT                | \$32.00            |
|                                          |             | 179225            | 273058  | WATER SAMPLING ANALYSIS        | \$70.00            |
| XO COMMUNICATIONS SERVICES LLC           |             | 0328155461        | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$46.10            |
| <b>WATER OPERATIONS TOTAL ****</b>       |             |                   |         |                                | <b>\$20,436.31</b> |
| <b>Division:</b>                         | 413         | WATER MAINTENANCE |         |                                |                    |
| AMERICAN ROCK PRODUCTS INC               | P060746     | 464984            | 272583  | TOP COURSE 5/8", INV #464984   | \$328.33           |
| CANON FINANCIAL SERVICES, INC            |             | 20551980          | 272865  | CANON-IRC5550I-XLG04987-SEPT   | \$116.52           |
| CITY OF RICHLAND                         |             | 06/2019-26        | 272875  | #26 LANDFILL FEES              | \$161.51           |
| CONSOLIDATED ELECTRICAL DISTRIBUTORS INC |             | 3627-616197       | 272890  | LIGHTING                       | \$881.07           |
| FASTENAL COMPANY                         |             | WARIC86494        | 272612  | HEX SCREWS                     | \$21.37            |
| FERGUSON ENTERPRISES INC                 |             | 7510281           | 272613  | BRS BUSING/COUPLING/TEES       | \$81.36            |



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| Vendor                                | P.O. Number                    | Invoice Number         | Check # | Purpose of Purchase            | Invoice Amount |
|---------------------------------------|--------------------------------|------------------------|---------|--------------------------------|----------------|
| FERGUSON ENTERPRISES INC              |                                | 7510281-1              | 272613  | BRASS BUSHING/COUPLING         | \$170.98       |
| GC SYSTEMS, INC                       |                                | 38295                  | 272615  | 3/8" CRD REPAIR KIT            | \$811.52       |
| GRAINGER                              | S018484                        | 9282976712             | 272616  | AUTOMATED TEST SYTEM ITEM #23Y | \$2,378.70     |
|                                       | S018484                        | 9286971735             |         | MULTI-GAS DETECTOR ITEM #481P5 | \$3,524.07     |
| HD FOWLER COMPANY INC                 |                                | 474957                 | 272936  | CREDIT TAKEN TWICE IN ERROR    | \$445.09       |
|                                       |                                | C481169                |         | RETURN 12" BLIND FLANGE        | (\$297.94)     |
|                                       |                                | I5266470               | 272618  | PLUG VALE AND ACCESSAORY KITS  | \$161.27       |
|                                       |                                | I5269932               |         | GATE VALVES AND ACCESSRY KIT   | \$1,501.87     |
|                                       |                                | I5274331               | 272936  | FIRE HYDRANT                   | \$2,381.67     |
|                                       |                                | I5279076               |         | SADDLE/BUSHINGS/BALL CORP      | \$854.38       |
|                                       |                                | I5279090               |         | CTS PACK JOINT COUPLINGS       | \$779.28       |
|                                       | S018469                        | I5290520               |         | METER ADAPTER, 2" X 1-1/2", FO | \$1,944.20     |
|                                       | S018469                        |                        |         | METER ADAPTER, 1-1/2" X 1", FO | \$825.14       |
| INLAND ASPHALT CO                     | P060745                        | 2866453                | 272623  | 75 3/8" 58-28 35 ASPHALT, INV  | \$653.69       |
| NATIONAL METER & AUTOMATION           | S018437                        | S1119009.001           | 272634  | 8" MAG METER, BADGER M2000, RE | \$3,801.00     |
|                                       | S018437                        |                        |         | FREIGHT FOR MAG METER          | \$140.83       |
|                                       | S018437                        | S1119009.003           | 273096  | ADJUST FOR TAX                 | (\$0.01)       |
|                                       | S018437                        |                        |         | FREIGHT FOR TURBO AND COMPOUND | \$142.04       |
|                                       | S018437                        |                        |         | 3" TURBO METER, BADGER T450, N | \$913.33       |
|                                       | S018437                        |                        |         | 4" TURBO METER, BADGER T1000,  | \$1,373.79     |
|                                       | S018437                        |                        |         | 3" COMPOUND METER, BADGER CSM- | \$3,492.58     |
|                                       | S018473                        | S1119741.001           |         | 4"-6" COMPOUND LOW SIDE CHAMBE | \$228.06       |
| NORTHSTAR CLEAN CONEPTS HOTSY         |                                | 19234                  | 272635  | QK COUPLER NIPPLES             | \$57.12        |
| RICHLAND ACE HARDWARE                 |                                | 70086/1                | 272999  | PVC PRIMER/CEMENT/ADAPTER      | \$14.09        |
| TWIN CITY METALS INC                  |                                | 111844                 | 273045  | STEEL                          | \$335.57       |
| WASHINGTON CITIES INSURANCE AUTHORITY |                                | 14562                  | 272664  | WCIA TRAINING - PAT EVERHAM    | \$50.00        |
| XO COMMUNICATIONS SERVICES LLC        |                                | 0328155461             | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$14.75        |
| WATER MAINTENANCE TOTAL ****          |                                |                        |         |                                | \$28,287.23    |
| WATER UTILITY FUND Total ***          |                                |                        |         |                                | \$79,267.71    |
| <b>FUND 403</b>                       | <b>WASTEWATER UTILITY FUND</b> |                        |         |                                |                |
| <b>Division:</b>                      | 420                            | SEWER ADMINISTRATION   |         |                                |                |
| BLUE RUDDER                           | P060213                        | 000355                 | 272592  | LEADERSHIP DEVELOPEMENT TRAINI | \$1,881.00     |
| US BANK ST PAUL                       |                                | 5440966                | 273049  | RICWAT14 FISCAL AGENT FEES     | \$130.95       |
|                                       |                                | 5440967                |         | RICWATIREF12 FISCAL FEES       | \$65.43        |
|                                       |                                | 5440968                |         | RICWATIREF09 FISCAL AGENT FEES | \$136.63       |
|                                       |                                | 5440969                |         | RICWATREF17 FISCAL AGENT FEES  | \$126.05       |
| SEWER ADMINISTRATION TOTAL ****       |                                |                        |         |                                | \$2,340.06     |
| <b>Division:</b>                      | 421                            | SEWER CAPITAL PROJECTS |         |                                |                |
| TRI CITY HERALD                       | S018483                        | I04351312              | 272659  | CALL FOR BID 2019 RENCHLESS SE | \$263.75       |





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From: 9/23/2019 To: 10/4/2019

| Vendor                                   | P.O. Number | Invoice Number  | Check # | Purpose of Purchase            | Invoice Amount |
|------------------------------------------|-------------|-----------------|---------|--------------------------------|----------------|
| SEWER CAPITAL PROJECTS TOTAL****         |             |                 |         |                                | \$263.75       |
| Division: 422 SEWER OPERATIONS           |             |                 |         |                                |                |
| ABM JANITORIAL NORTHWEST                 |             | 13929578        | 272832  | JANITORIAL SERVICES - JUNE     | \$1,015.17     |
|                                          |             | 14022140        |         | JANITORIAL SERVICES - JULY     | \$1,015.17     |
|                                          |             | 14157807        |         | JANITORIAL SERVICES - AUGUST   | \$1,015.17     |
|                                          |             | 14274667        |         | JANITORIAL SRVCS-SEPTEMBER     | \$1,015.17     |
| ALS ENVIRONMENTAL                        | P060629     | 51-478578-0     | 272581  | WASTEWATER - 420.1 PHENOLICS   | \$90.00        |
|                                          | P060629     |                 |         | WASTEWATER - 624 VOC'S         | \$640.00       |
|                                          | P060629     |                 |         | WASTEWATER - OIL & GREASE TOTA | \$400.00       |
|                                          | P060629     |                 |         | WWTP INFLUENT AND EFFLUENT 8-6 | \$260.00       |
|                                          | P060629     |                 |         | WASTEWATER - 335.4 TOTAL CYANI | \$80.00        |
|                                          | P060629     |                 |         | WASTEWATER - TDS (TOTAL DISSOL | \$18.00        |
|                                          | P060629     |                 |         | WASTEWATER - 1631E TOTAL MERCU | \$120.00       |
|                                          | P060613     | 51-478635-0-    | 272678  | CITY OF RICHLAND 8-6-19 WWTP   | \$96.00        |
|                                          | P060613     |                 |         | WASTEWATER - COD EPA 410.4     | \$60.00        |
|                                          | P060613     |                 |         | WASTEWATER - TSS EPA 160.2     | \$36.00        |
|                                          | P060665     | 51-480566-0     | 272581  | SOIL/OTHER - 8260 BVOC FP (TAT | \$105.00       |
|                                          | P060665     |                 |         | SOIL/OTHER - PAHS BY GC/MS     | \$215.00       |
|                                          | P060665     |                 |         | SOIL/OTHER - NWT PH-DX (TAT 10 | \$85.00        |
|                                          | P060665     |                 |         | SOIL/OTHER - METALS (ARSENIC,  | \$40.00        |
|                                          | P060665     |                 |         | WWTP DECANT FACILITY (COR VAC  | \$85.00        |
|                                          | P060665     |                 |         | SOIL/OTHER - TOTAL SOLIDS      | \$20.00        |
|                                          | P060673     | 51-480567-0     |         | WWTP 8-27-19 LOCAL LIMITS SAMP | \$130.00       |
|                                          | P060673     |                 |         | WASTEWATER - VOCS (BENZENE, BT | \$360.00       |
|                                          | P060673     |                 |         | WASTEWATER - BOD (5 DAY) EPA 4 | \$48.00        |
|                                          | P060673     |                 |         | WASTEWATER - TSS EPA 160.2     | \$18.00        |
|                                          | P060673     |                 |         | WASTEWATER - 1631 E TOTAL MERC | \$60.00        |
|                                          | P060673     |                 |         | WASTEWATER - AMMONIA           | \$25.00        |
| AMERIGAS                                 |             | 3096436572      | 272838  | PROPANE-BOILER WWTP            | \$113.70       |
| BATTERIES PLUS BULBS                     |             | P1840236        | 272847  | BATTERIES, 12V, DGSTR UPS      | \$121.41       |
| CENTRAL HOSE & FITTINGS INC              |             | C039861         | 272870  | HOSE ASSY FOR SHOP COMPRESSOR  | \$13.16        |
| CITY OF RICHLAND                         |             | 19-331 BREWER   | 272876  | 19-331 NW PRETRT WRKSP         | \$109.00       |
|                                          |             | 19-332 BILLINGS |         | 19-332 NW PRETRT WRKSP         | \$109.00       |
| COLE INDUSTRIAL INC                      | P060473     | YA29440         | 272603  | BOILER AIR COMPRESSOR REPLACEM | \$9,302.91     |
| CONSOLIDATED ELECTRICAL DISTRIBUTORS INC | P060651     | 3627-615541     | 272890  | REPLACEMENT FAN FOR PRIMARY SC | \$86.83        |
| GRAINGER                                 | S018484     | 9286911731      | 272616  | PLEATED AIR FILTER ITEM #6B932 | \$216.59       |
| KAMAN INDUSTRIAL TECHNOLOGIES            |             | T475654         | 272950  | BELTS (11) FOR VAR WWTP EQUIP  | \$157.77       |
| MOON SECURITY SERVICES INC               |             | 997771          | 272972  | WWTP-BASIC MONITORING          | \$117.78       |
| MURRAYSMITH, INC                         | P060093     | 18-2330.00-7    | 272633  | CONTRACT AMENDMENT NO. 1       | \$1,993.65     |
| RICHLAND ACE HARDWARE                    |             | 69985/1         | 272999  | LED BLB, SKIMMER W/TELEPOLE    | \$32.56        |
|                                          |             | 70004/1         |         | TANK SPRAYER, BLEACH - LAB     | \$48.41        |





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| Vendor                                   | P.O. Number | Invoice Number           | Check # | Purpose of Purchase             | Invoice Amount |
|------------------------------------------|-------------|--------------------------|---------|---------------------------------|----------------|
| RICHLAND ACE HARDWARE                    |             | 70151/1                  | 272999  | WIRE SHELF OUTFALL, EARBUDS     | \$23.87        |
|                                          |             | 70182/1                  |         | CLEANERS WMS RESTROOM OPS BLDG  | \$18.64        |
|                                          |             | 70210/1                  |         | SPRAY PAINT, GAP FLLR OPS BLDG  | \$12.59        |
|                                          |             | 70214/1                  |         | CAULKING WMS RESTROOM OPS BLDG  | \$15.18        |
| STEP SAVER INC                           | P060783     | T496519                  | 272793  | BULK, SODIUM CHLORIDE (NACL),   | \$701.00       |
|                                          | P060783     |                          |         | PTO &/OR DELIVERY               | \$181.84       |
|                                          | P060783     |                          |         | FREIGHT/SHIPPING CHARGE         | \$740.62       |
| TACOMA SCREW PRODUCTS INC                |             | 22255680                 | 273029  | BUNGEEES, SNAP LINKS, CLRf POLE | \$152.70       |
|                                          |             | 22256012                 |         | EARPLUG DISP FOR INFL BLDG      | \$82.20        |
|                                          |             | 22256375                 |         | EARPLUG DISPENSER - SAT LAB     | \$82.20        |
|                                          |             | 22256376                 |         | SQ WIRE LOCK PINS - INLFUENT    | \$5.33         |
|                                          |             | 22256505                 |         | JIG SAW BLADES 5/PK             | \$13.01        |
|                                          |             | 22256529                 |         | SANDG DISCS & JIGSAW BLADES     | \$88.13        |
|                                          |             | 22256630                 |         | SCREWS FOR SHOP STOCK           | \$88.60        |
|                                          |             | 22256783                 |         | CPLR & PLUG SHOP COMPRESSOR     | \$11.33        |
|                                          |             | 22256806                 |         | SWAGING TOOL, WIRE ROPE SHOP    | \$114.33       |
|                                          |             |                          |         | SWAGING TOOL, WIRE ROPE SHOP    | \$11.52        |
| THE SHERWIN WILLIAMS CO                  |             | 4707-9                   | 273035  | PAINT, TAPE - OPS OFC REFURB    | \$105.19       |
|                                          |             | 5099-0                   |         | PAINT, TAPE-WWTP LTTRING        | \$73.58        |
| UNITED PARCEL SERVICE                    | S018492     | 000986641389             | 272662  | WEIGHT CORRECTION FOR PKG TO H  | \$3.74         |
|                                          | S018492     |                          |         | GROUND PKG TO HACH COMPANY FOR  | \$5.05         |
|                                          | S018499     | 000986641399             | 273046  | GROUND PKG TO TRUE NORTH EMERG  | \$8.25         |
|                                          | S018499     |                          |         | ADDRESS CORRECTION FOR PKG TO   | \$11.74        |
| WA STATE DEPARTMENT OF ECOLOGY           |             | 2020-WA0020419           | 273053  | FY20 1ST HALF WWTP PERMIT       | \$32,483.16    |
| XO COMMUNICATIONS SERVICES LLC           |             | 0328155461               | 273068  | TELEPHONE CHARGES 9/1-9/30/19   | \$74.86        |
| SEWER OPERATIONS TOTAL****               |             |                          |         |                                 | \$54,583.11    |
| Division:                                | 423         | SEWER MAINTENANCE        |         |                                 |                |
| MOON SECURITY SERVICES INC               |             | 997771                   | 272972  | WWTP-BASIC MONITORING           | \$50.49        |
| RICHLAND ACE HARDWARE                    |             | 69948/1                  | 272999  | SPRAY PAINT FOR VICE TRK 3346   | \$40.11        |
| TACOMA SCREW PRODUCTS INC                |             | 22255686                 | 273029  | MECHANICS VISE 5-IN TRK 3346    | \$340.28       |
|                                          |             | 22256211                 |         | FITTINGS, SPRINGS, BITS MCMURR  | \$28.13        |
| XO COMMUNICATIONS SERVICES LLC           |             | 0328155461               | 273068  | TELEPHONE CHARGES 9/1-9/30/19   | \$1.39         |
| SEWER MAINTENANCE TOTAL****              |             |                          |         |                                 | \$460.40       |
| WASTEWATER UTILITY FUND Total ***        |             |                          |         |                                 | \$57,647.32    |
| FUND                                     | 404         | SOLID WASTE UTILITY FUND |         |                                 |                |
| Division:                                | 430         | CAPITAL PROJECTS         |         |                                 |                |
| CONSOLIDATED ELECTRICAL DISTRIBUTORS INC |             | 3627-616721              | 272890  | LANDFILL COMPOST IMPR           | \$722.19       |
| PARAMETRIX INC                           | P059350     | 12798                    | 272640  | DISPOSAL CAPACITY IMPROVEMENTS  | \$14,863.78    |
| PLATT ELECTRIC SUPPLY                    |             | X178737                  | 272990  | RJ45 MOD - COMPOST IMPR         | \$38.31        |



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|----------------------------------------------|-------------|--------------------------------|---------|--------------------------------|--------------------|
| STONEWAY ELECTRIC SUPPLY                     |             | S102877200.001                 | 273023  | LANDFILL COMPOST IMPR          | \$101.02           |
| <b>CAPITAL PROJECTS TOTAL ****</b>           |             |                                |         |                                | <b>\$15,725.30</b> |
| <b>Division:</b>                             | 431         | SOLID WASTE ADMINISTRATION     |         |                                |                    |
| BLUE RUDDER                                  | P060213     | 000355                         | 272592  | LEADERSHIP DEVELOPEMENT TRAINI | \$969.00           |
| PARAMETRIX INC                               | P058444     | 12795                          | 272640  | LANDFILL MONITORING WORK PLAN  | \$3,696.24         |
| US BANK ST PAUL                              |             | 5461513                        | 273049  | RICHLTGREF10 SW FISCAL FEES    | \$126.23           |
| <b>SOLID WASTE ADMINISTRATION TOTAL ****</b> |             |                                |         |                                | <b>\$4,791.47</b>  |
| <b>Division:</b>                             | 432         | SOLID WASTE COLLECTION         |         |                                |                    |
| SPRAGUE PEST SOLUTIONS                       |             | 3949300                        | 273021  | SEPT MONTHLY SVCS-SW COLL      | \$61.90            |
| STEEBER'S LOCK SERVICE                       |             | 173235                         | 273022  | MASTER LOCKS                   | \$61.74            |
| WASTEQUIP INC                                | S018451     | 37219890                       | 273057  | FREIGHT                        | \$873.14           |
|                                              | S018451     |                                |         | 6 CU YD FLAT TOP FRONT LOAD    | \$3,944.35         |
| XO COMMUNICATIONS SERVICES LLC               |             | 0328155461                     | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$16.34            |
| <b>SOLID WASTE COLLECTION TOTAL ****</b>     |             |                                |         |                                | <b>\$4,957.47</b>  |
| <b>Division:</b>                             | 433         | SOLID WASTE DISPOSAL           |         |                                |                    |
| ABM JANITORIAL NORTHWEST                     |             | 13929578                       | 272832  | JANITORIAL SERVICES - JUNE     | \$877.41           |
|                                              |             | 14022140                       |         | JANITORIAL SERVICES - JULY     | \$877.41           |
|                                              |             | 14157807                       |         | JANITORIAL SERVICES - AUGUST   | \$877.41           |
|                                              |             | 14274667                       |         | JANITORIAL SRVCS-SEPTEMBER     | \$877.41           |
| COYOTE RIDGE CORRECTIONS CENTER              |             | CRCC1908.762                   | 272607  | WORK CREW AUGUST 2019          | \$429.62           |
| FRONTIER                                     | S018497     | 09/19 2061882614               | 273088  | TELEPHONE CHARGE 9/19/19 - 10/ | \$132.42           |
| MOON SECURITY SERVICES INC                   |             | 1000094                        | 272972  | BASIC FIRE MONITORING          | \$35.84            |
| ORRCO                                        |             | 423723                         | 272980  | USED OIL TESTING/PICK-UP/HAUL  | \$300.00           |
|                                              |             | 423835                         |         | USED OIL TESTING/PICK-UP/HAUL  | \$265.00           |
| PARAMETRIX INC                               | P060212     | 12797                          | 272640  | 2019 LANDFILL MONITORING,SAMPL | \$5,252.89         |
| XO COMMUNICATIONS SERVICES LLC               |             | 0328155461                     | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$32.23            |
| <b>SOLID WASTE DISPOSAL TOTAL ****</b>       |             |                                |         |                                | <b>\$9,957.64</b>  |
| <b>SOLID WASTE UTILITY FUND Total ***</b>    |             |                                |         |                                | <b>\$35,431.88</b> |
| <b>FUND</b>                                  | <b>405</b>  | <b>STORMWATER UTILITY FUND</b> |         |                                |                    |
| <b>Division:</b>                             | 000         |                                |         |                                |                    |
| WA STATE DEPARTMENT OF ECOLOGY               |             | L1000013-PYMT 16               | 272809  | WWTF AERATION BASIN 2 MODS-LOA | \$15,080.42        |
|                                              |             |                                |         | WWTF AERATION BASIN 2 MODS-LOA | \$36,282.60        |
| <b>UNASSIGNED TOTAL ****</b>                 |             |                                |         |                                | <b>\$51,363.02</b> |
| <b>Division:</b>                             | 441         | STORMWATER                     |         |                                |                    |
| CORE & MAIN LP                               |             | L026556                        | 272891  | TRASH RACK LAWLESS STORM OUTLE | \$479.57           |
| HERC RENTALS INC                             |             | 31022723-001                   | 272938  | MINIEXC & BKT - THAYER SW RPR  | \$313.85           |
| REESE CONCRETE PRODUCTS MFG                  |             | 011020                         | 272997  | DITCH INLETS (2)-THAYER DR     | \$1,629.00         |
| RICHLAND ACE HARDWARE                        |             | 69957/1                        | 272999  | LOPPER FOR SW JET TRK 3291     | \$40.17            |
| US BANK ST PAUL                              |             | 5440968                        | 273049  | RICWATIREF09 FISCAL AGENT FEES | \$5.98             |



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| US BANK ST PAUL                          |             | 5440969        | 273049  | RICWATREF17 FISCAL AGENT FEES  | \$18.60            |
| <b>STORMWATER TOTAL ****</b>             |             |                |         |                                | <b>\$2,487.17</b>  |
| <b>STORMWATER UTILITY FUND Total ***</b> |             |                |         |                                | <b>\$53,850.19</b> |
| <b>FUND 406</b>                          |             |                |         | <b>GOLF COURSE FUND</b>        |                    |
| <b>Division:</b>                         | 336         |                |         | <b>GOLF COURSE</b>             |                    |
| US BANK ST PAUL                          |             | 5440960        | 273049  | RICLTGOREF10 IT-GOLF FISC FEE  | \$219.76           |
| <b>GOLF COURSE TOTAL ****</b>            |             |                |         |                                | <b>\$219.76</b>    |
| <b>GOLF COURSE FUND Total ***</b>        |             |                |         |                                | <b>\$219.76</b>    |
| <b>FUND 407</b>                          |             |                |         | <b>MEDICAL SERVICES FUND</b>   |                    |
| <b>Division:</b>                         | 121         |                |         | <b>AMBULANCE</b>               |                    |
| BOUND TREE MEDICAL LLC                   |             | 83258805       | 273079  | TRACHEOTOMY TUBE CUFFED        | \$27.50            |
|                                          |             | 83305180       |         | PT TRANSPORTER/BANDAGES        | \$271.89           |
|                                          |             | 83310064       |         | IV CATHETER SET                | \$312.00           |
|                                          |             | 83310065       |         | SODIUM BICARBONATE             | \$141.90           |
|                                          |             | 83316590       |         | TRACHEAL TUBE/BP CUFFS         | \$83.45            |
|                                          |             | 83318284       |         | TRACHEAL TUBE                  | \$5.50             |
|                                          |             | 83322742       |         | TRACHEOTOMY TUBE CUFFED        | \$27.50            |
|                                          |             | 83324387       |         | TRACHEOTOMY TUBE CUFFED        | \$55.00            |
|                                          |             | 83326122       |         | TRACHEAL DILATOR               | \$151.75           |
|                                          |             | 83327716       |         | TRACHEOTOMY TUBE CUFFED        | \$13.75            |
| CARDINAL HEALTH 411 INC                  |             | 4513718        | 272866  | SALINE/KETOROLAC/GLUCAGEN      | \$629.13           |
|                                          |             | 4533040        |         | SALINE/ALBUTEROL/IPRATROPIUM   | \$69.73            |
|                                          |             | 4571190        |         | NALOXONE/NITROGLYCERIN/SALINE  | \$671.06           |
| COLUMBIA INDUSTRIES SUPPORT LLC          |             | 0087860        | 272888  | ONSITE SHRED SRVCE WO#0148941  | \$38.64            |
| CREWSENSE LLC                            |             | 0013824        | 272895  | MONTHLY USER FEE OCT 2019      | \$104.48           |
| SEW FABULOUS                             |             | 1381           | 273016  | PANTS, HEMMED (X5 KARSPECK)    | \$81.45            |
|                                          |             | 1383           |         | PANTS, HEMMED/SHIRTS PATCH MV  | \$97.74            |
| STRYKER SALES CORPORATION                | P060758     | 2786686M       | 273099  | SHIPPING                       | \$12.68            |
|                                          | P060758     |                |         | LUCAS STABILIZATION STRAP      | \$84.93            |
|                                          | P060755     | 2786686M-      |         | MATRESS, BOLSTER, KNEE GATCH   | \$440.91           |
|                                          | P060755     | 2787892M       | 273025  | FREIGHT                        | \$6.74             |
|                                          | P060755     |                |         | MATRESS, BOLSTER, KNEE GATCH   | \$440.91           |
| UNITED PARCEL SERVICE                    | S018492     | 000986641389   | 272662  | WEIGHT CORRECTION FOR 2 PKGS T | \$6.86             |
|                                          | S018492     |                |         | 3 GROUND PKGS W/INSURANCE TO Z | \$825.42           |
| <b>AMBULANCE TOTAL ****</b>              |             |                |         |                                | <b>\$4,600.92</b>  |
| <b>MEDICAL SERVICES FUND Total ***</b>   |             |                |         |                                | <b>\$4,600.92</b>  |
| <b>FUND 408</b>                          |             |                |         | <b>BROADBAND FUND</b>          |                    |



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| <b>Division: 460 BROADBAND ADMINISTRATION</b> |             |                |         |                                |                    |
| BLUE MOUNTAIN TELECOMMUNICATION SERVICES      | P060574     | 19005730       | 273078  | FIBER BUILD WALMART, CONTRACT  | \$14,325.59        |
|                                               | P060621     | 19005731       | 272591  | FIBER BUILD WSU COLLEGE OF NUR | \$9,468.56         |
| US BANK ST PAUL                               |             | 5440964        | 273049  | RICLTGREF13B FISCAL AGENT FEES | \$300.00           |
| <b>BROADBAND ADMINISTRATION TOTAL ****</b>    |             |                |         |                                | <b>\$24,094.15</b> |
| <b>BROADBAND FUND Total ***</b>               |             |                |         |                                | <b>\$24,094.15</b> |
| <b>FUND 501 CENTRAL STORES FUND</b>           |             |                |         |                                |                    |
| <b>Division: 000</b>                          |             |                |         |                                |                    |
| HD FOWLER COMPANY INC                         | P060739     | 15290521       | 272936  | VALVE, GATE 3/4" THREAD BRONZE | \$958.46           |
|                                               | P060739     |                |         | VALVE, BALL 3/8", BRASS FULL   | \$6.98             |
|                                               | P060739     |                |         | VALVE, BALL 1/2", BRASS FULL   | \$15.20            |
|                                               | P060739     |                |         | VALVE 3/4" BRASS, HOSE BIBB    | \$33.12            |
|                                               | P060739     |                |         | VALVE, BALL 3/4", BRASS FULL   | \$11.59            |
|                                               | P060739     |                |         | ADJUST TAX                     | \$0.01             |
|                                               | P060739     |                |         | VALVE, GATE 2" THREADED BRONZE | \$2,407.17         |
|                                               | P060739     |                |         | VALVE GATE 1-1/2 THREAD BRONZE | \$265.61           |
| HORIZON DISTRIBUTION INC                      | P060690     | 217401         | 272621  | HAMMER, FRAMING,22 OZ,RIPPING  | \$64.40            |
|                                               | P060690     |                |         | RAKE, BOW,16 TEETH, 57" HANDLE | \$113.57           |
|                                               | P060690     |                |         | PLIERS, 10" TONGUE & GROOVE,   | \$80.15            |
|                                               | P060690     |                |         | TAPE MEASURE, STEEL, 16 FT,    | \$39.70            |
|                                               | P060690     |                |         | HAMMER, SLEDGE, 8LB, 32" FIBER | \$99.39            |
|                                               | P060690     |                |         | TAPE ,TEFLON, 1/2" X 520",     | \$41.81            |
|                                               | P060690     |                |         | HAMMER, SLEDGE, 4LB, 16" FIBER | \$57.56            |
|                                               | P060690     |                |         | HAMMER, CARPENTER 16OZ, CURVED | \$35.03            |
|                                               | P060690     |                |         | SHOVEL, SQUARE POINT, 48" WOOD | \$71.29            |
|                                               | P060690     |                |         | TAPE MEASURE, STEEL, 12 FT,    | \$104.91           |
|                                               | P060690     |                |         | BLADE, BI-METAL,UTILITY KNIFE, | \$8.74             |
|                                               | P060690     |                |         | TAPE MEASURE, STEEL, 25 FT,    | \$47.78            |
|                                               | P060690     | 218888         | 272940  | TAPE, DUCT 2" X 60YD POLY-COAT | \$189.75           |
| RDO EQUIPMENT CO                              | S018476     | P01183         | 272996  | BLADE, EDGER,JOHN DEERE M92907 | \$1,639.75         |
| THE HOME DEPOT PRO                            | P060730     | 512663931      | 273103  | CLEANER NEUTRAL FLOOR NO RINSE | \$52.74            |
|                                               | P060730     |                |         | CLEANER, NON-ACID DISINFECTANT | \$899.21           |
|                                               | P060730     |                |         | ADJUST TAX                     | (\$0.01)           |
| <b>UNASSIGNED TOTAL ****</b>                  |             |                |         |                                | <b>\$7,243.91</b>  |
| <b>CENTRAL STORES FUND Total ***</b>          |             |                |         |                                | <b>\$7,243.91</b>  |
| <b>FUND 502 EQUIPMENT MAINTENANCE FUND</b>    |             |                |         |                                |                    |
| <b>Division: 214 EQUIPMENT MAINTENANCE</b>    |             |                |         |                                |                    |
| A & E TOWING LLC                              |             | 4059           | 272830  | TOW CHARGE VEH 7146 WO 55826   | \$477.29           |



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| A & E TOWING LLC            |             | 4061-          | 272830  | TOW CHARGE VEH 7159 WO 55776   | \$570.15       |
| AMERICAN RADIATOR INC       |             | AA104791       | 272835  | TRACTOR CORE VEH 7116 WO 55864 | \$460.46       |
| AMERICAN WEST CHROME INC    |             | 3177           | 272837  | REPAIR VEH 3335 WO 55719       | \$659.20       |
| AUTOZONE                    |             | 3733596237     | 272586  | FLUID VEH 3321 WO 55840        | \$20.40        |
|                             |             | 3733596275     | 272841  | FILTER RETURN VEH 2387         | (\$21.71)      |
|                             |             | 3733596422     | 272586  | BRK CLNR VEH 3204 WO 55834     | \$18.18        |
|                             |             | 3733597350     | 272841  | FLEX-HONE VEH 3336 WO 55714    | \$23.88        |
|                             |             | 3733597351     |         | FLEX-HONE VEH 3336 WO 55714    | \$23.88        |
|                             |             | 3733597353     |         | BRAKE CYL VEH 3336 WO 55714    | \$20.62        |
|                             |             | 3733597383     |         | PAINT VEH 2398 WO 55616        | \$46.85        |
|                             |             | 3733599909     |         | AIR HOSE VEH 3275 WO 55851     | \$86.86        |
|                             |             | 3733599910     |         | AIR HOSE VEH 3275 WO 55851     | \$65.14        |
|                             |             | 3733600457     |         | CONTROL ARM VEH 2387 WO 55875  | \$239.98       |
|                             |             | 3733602671     |         | MOTOR MOUNT VEH 9500 WO 55931  | \$18.45        |
|                             |             | 3733604379     |         | TRANS MOUNT VEH 9500 WO 55931  | \$13.02        |
|                             |             | 3733604465     |         | GASKET VEH 9500 WO 55931       | \$32.65        |
| CENTRAL HOSE & FITTINGS INC |             | 091119         | 272595  | HOSE CR FIT VEH 3405 WO 55833  | \$39.16        |
|                             |             | C038714-       |         | SERVICE VEH 7145 WO 55750      | \$378.12       |
|                             |             | C039087        |         | CLAMP VEH 3205 WO 55832        | \$39.86        |
|                             |             | C039862        | 272870  | HOSE ASSY VEH 3275 WO 55851    | \$434.88       |
|                             |             | C039892        |         | VEH 3275 WO 55851              | \$12.15        |
| CHRISTENSEN, INC.           |             | 0022209-IN-    | 272598  | SHOP OIL                       | \$2,526.16     |
|                             |             | 0025988-IN     | 272874  | SHOP LUBE/FLUID                | \$1,882.33     |
|                             |             | 0026447-IN     |         | SHOP SUPPLY                    | \$111.84       |
|                             |             | 0026448-IN     |         | OIL VEH 6000 WO 55955          | \$111.84       |
|                             |             | 0026449-IN     |         | OIL VEH 0800 WO 55954          | \$111.84       |
|                             |             | 0027427-IN     |         | OIL VEH 3275 WO 55851          | \$203.37       |
| COAST CRANE COMPANY         |             | 969418         | 272883  | REPAIR VEH 3405 WO 55342       | \$1,589.38     |
| COLEMAN OIL COMPANY         |             | 0515111-IN     | 272884  | LANDFILL DIESEL DYED           | \$3,447.31     |
|                             |             | 0516930-IN     |         | VEH 3329 WO 55828              | \$341.22       |
|                             |             | 0516984-IN     |         | VEH 3329 WO 55828              | \$227.48       |
|                             |             | CL11826        | 272604  | CARD LOCK FUEL 9/9-9/13/19     | \$16,622.09    |
|                             |             | CL13294        | 272703  | CARD LOCK FUEL 9/16-9/22/19    | \$15,679.94    |
|                             |             | CL14088        | 273082  | CARD LOCK FUEL 9/23-9/29/19    | \$16,881.80    |
|                             |             | CL14311        |         | CARD LOCK FUEL 9/30-9/30/19    | \$3,429.16     |
| COMMERCIAL TIRE INC         |             | 272162         | 272889  | ALIGNMENT VEH 2290 WO 55859    | \$248.64       |
|                             |             | 272416         |         | SVC CALL VEH 3255 WO 55860     | \$114.58       |
|                             |             | 272417         |         | FLAT REPAIR VEH 2376 WO 55755  | \$18.19        |
|                             |             | 272418         |         | SVC CALL VEH 6000 WO 55861     | \$200.51       |
|                             |             | 272419         |         | TIRE CHG VEH 6522 WO 55862     | \$162.33       |
|                             |             | 272420         |         | TIRES VEH 2385 WO 55863        | \$696.08       |



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| COMMERCIAL TIRE INC                  |             | 272423         | 272889  | TIRES VEH 2411 WO 55858        | \$390.51       |
|                                      |             | 272644         |         | TIRES VEH 1380 WO 55941        | \$845.08       |
| CORWIN OF PASCO LLC                  |             | 443210         | 272606  | FLUD/GASKET VEH 3329 WO 55828  | \$173.99       |
|                                      |             | 443575         | 272892  | OIL VEH 3329 WO 55828          | \$81.84        |
|                                      |             | 443692         |         | VEH 2443 WO 55963              | \$169.31       |
|                                      |             | 443953         |         | COVER VEH 2451 WO 55527        | \$7.72         |
|                                      |             | 444041         |         | HOSE VEH 3334 WO 55953         | \$17.54        |
|                                      |             | CM443211       |         | CORE CREDIT VEH 2398           | (\$81.45)      |
| CUMMINS, INC                         |             | 09-7761        | 272896  | WASHER VEH 3296 WO 55814       | \$43.23        |
| DSU PETERBILT & GMC INC              |             | 454031L        | 272908  | VALVE VEH 3337 WO 55903        | \$191.83       |
| FINAL TOUCH UPHOLSTERY               |             | 034436         | 272922  | TRUCK SEAT VEH 3275 WO 55851   | \$244.35       |
| GENUINE AUTO GLASS OF TRI CITIES LLC |             | 1-641305       | 272928  | WS REPAIR VEH 3284 WO 55732    | \$32.58        |
|                                      |             | 1-641306       |         | WINDSHIELD VEH 3296 WO 55869   | \$147.73       |
| GRAINGER                             | S018484     | 9286625992     | 272616  | HACKSAW BLADE ITEM #10F012     | \$177.56       |
|                                      | S018500     | 9304377543     | 272932  | IMPACT SOCKET ITEM #10E394     | \$112.27       |
| HOTSY OF SPOKANE LLC                 |             | 1095           | 272941  | CAR WASH SOAP                  | \$2,036.43     |
| HUGHES FIRE EQUIPMENT, INC.          |             | 542393         | 272943  | PARTS VEH 5039 WO 55737        | \$1,401.66     |
| JIM'S PACIFIC GARAGES INC            |             | X100193620:01  | 272624  | DOOR 38MT VEH 7146 WO 55826    | \$242.00       |
|                                      |             | X100194105:01  |         | KT CLMP VEH 3338 WO 55786      | \$19.74        |
|                                      |             | X100195057:01  | 272946  | RADIATOR VEH 7146 WO 55885     | \$1,112.49     |
|                                      |             | X100195990:01  |         | CAP VEH 7146 WO 55885          | \$13.86        |
| KENWORTH SALES COMPANY               |             | PASIN3501142   | 272626  | SENDER VEH 3205 WO 55832       | \$104.01       |
|                                      |             | PASIN3503286   | 272952  | FAN VEH 3283 WO 55848          | \$283.84       |
|                                      |             | PASIN3510330   |         | FILTERS VEH 3333 WO 55890      | \$38.89        |
|                                      |             | PASIN3511374   |         | CART VEH 3296 WO 55814         | \$76.91        |
| LES SCHWAB TIRE CENTER               |             | 42800336382    | 272958  | TPMS SENSOR VEH 1203 WO 55827  | \$70.58        |
|                                      |             | 42800337124    |         | TPMS SENSOR VEH 2370 WO 55892  | \$87.95        |
| MCCURLEY CHEVROLET                   |             | 971381         | 272630  | PUMP VEH 2378 WO 55770         | \$202.02       |
|                                      |             | 971601         |         | VALVE VEH 2426 WO 55829        | \$43.53        |
|                                      |             | 972055         | 272966  | HOUSING VEH 2363 WO 55910      | \$87.76        |
| MILNE NAIL, POWER TOOL & REPAIR      |             | 168667         | 272631  | C CLMP KIT VEH 2398 WO 55616   | \$293.21       |
| MOBILE FLEET SERVICE INC             |             | 01P111890      | 272970  | SENDER VEH 3342 WO 55871       | \$69.02        |
| MONARCH MACHINE & TOOL CO INC        |             | F204012        | 272971  | VEH 3275 WO 55851              | \$147.64       |
|                                      |             | F204030        |         | VEH 2398 WO 55616              | \$22.18        |
|                                      |             | F204157        |         | REPAIR VEH 3341 WO 55919       | \$449.26       |
| OXARC INC                            |             | 30760570       | 272638  | HYPR ELC AIR VEH 3343 WO55839  | \$64.57        |
|                                      |             | 30760571       |         | HPR SHILD/NZLE VEH3343 WO55839 | \$92.93        |
|                                      |             | 30760572       |         | SWIRL RING VEH 3343 WO 55839   | \$89.20        |
|                                      |             | 30760573       |         | HYPR SHIELD VEH 3343 WO 55839  | \$46.40        |
|                                      |             | 30760574       |         | HYPR ELCTDE VEH 3343 WO 55839  | \$93.96        |
|                                      |             | 30760575       |         | NOZZLE VEH 3343 WO 07839       | \$34.97        |



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| PAPE' MATERIAL HANDLING |             | 11689601       | 272639  | FUEL PUMP VEH 7152 WO 55386    | \$93.63        |
|                         |             | 11693738       | 272986  | FILTERS VEH 7142 WO 55876      | \$474.62       |
|                         |             | 11698349       |         | SNAP RING VEH 7119 WO 55868    | \$11.17        |
|                         |             | 11698353       |         | SNAP RING VEH 7119 WO 55956    | \$41.51        |
|                         |             | 11702621       |         | FENDER VEH 0800 WO 55966       | \$110.98       |
|                         |             | 11702627       |         | FENDER VEH 0800 WO 55966       | \$2,240.83     |
|                         |             | 801778         | 272639  | SERVICE VEH 7142 WO 55845      | \$1,520.60     |
|                         |             | 801818         | 272986  | REPAIR VEH 7120 WO 55945       | \$3,372.37     |
| RDO EQUIPMENT CO        |             | P12662         | 272996  | CR ALT REM CREVEH 6614 WO55728 | (\$54.30)      |
|                         |             | P13165         |         | FILLER CAP VEH 6589 WO 55882   | \$35.39        |
|                         |             | P13538         |         | FILTERS VEH 6594 WO 55908      | \$604.55       |
|                         |             | P13541         |         | HOSES VEH 7116 WO 55864        | \$48.29        |
|                         |             | P13795         |         | FILTERS VEH 6616 WO 55928      | \$201.52       |
| RICHLAND NAPA           |             | 442881         | 273002  | BRK CLNER VEH 3335 WO 55719    | \$37.45        |
|                         |             | 442884         |         | WW BLADES VEH 3315 WO 55720    | \$20.61        |
|                         |             | 442979         |         | PM FILTERS VEH 2426 WO 5579    | \$27.06        |
|                         |             | 442989         |         | OIL FILTER VEH 5047 WO 5579    | \$30.29        |
|                         |             | 442993         |         | AIR FILTER VEH 5047 WO 5579    | \$33.61        |
|                         |             | 442999         |         | HYD FILTER VEH 3329 WO 5581    | \$5.09         |
|                         |             | 443026         |         | PM FILTERS VEH 2358 WO 5581    | \$15.33        |
|                         |             | 443030         |         | WATER PUMP VEH 2378 WO 5577    | \$246.53       |
|                         |             | 443032         |         | BU LAMP VEH 2378 WO 55770      | \$6.79         |
|                         |             | 443052         |         | FILTER VEH 3329 WO 55817       | \$13.34        |
|                         |             | 443094         |         | AIR FILTER VEH 3351 WO 5583    | \$33.61        |
|                         |             | 443126         |         | FLOOR DRY VEH 800 WO 55850     | \$210.47       |
|                         |             | 443127         |         | WW BLADES VEH 2388 WO 55838    | \$26.39        |
|                         |             | 443131         |         | BATTERY VEH 7146 WO 55826      | \$332.69       |
|                         |             | 443190         |         | FUEL FILTER VEH RTN WO CRED    | (\$40.92)      |
|                         |             | 443204         |         | LAMP VEH 3342 WO 55842         | \$6.79         |
|                         |             | 443214         |         | PM FILTERS VEH 7143 WO 5587    | \$154.76       |
|                         |             | 443215         |         | BRAKE PAD VEH 2476 WO 55849    | \$67.84        |
|                         |             | 443222         |         | FILTER VEH 2378 WO 55770       | \$7.71         |
|                         |             | 443273         |         | VALVES VEH 7152 WO 55386       | \$43.49        |
|                         |             | 443282         |         | HONE VEH 3336 WO 55714         | \$33.64        |
|                         |             | 443440         |         | HARDWARE VEH 3340 WO 55779     | \$3.68         |
|                         |             | 443448         |         | FAULTY FILTERS WARRANTY        | \$0.00         |
|                         |             | 443492         |         | HANDLE VEH 2478 WO 55879       | \$44.72        |
|                         |             | 443494         |         | PM FILTERS VEH 2478 WO 5587    | \$17.50        |
|                         |             | 443495         |         | CAMBER KIT VEH 2387 WO 5587    | \$83.80        |
|                         |             | 443506         |         | RTN CREDIT VEH FLEET WO CRE    | (\$52.44)      |
|                         |             | 443508         |         | FUSES VEH SHOP WO SUPPLY       | \$35.71        |



## City Of Richland

## VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor        | P.O. Number | Invoice Number | Check # | Purpose of Purchase         | Invoice Amount |
|---------------|-------------|----------------|---------|-----------------------------|----------------|
| RICHLAND NAPA |             | 443549         | 273002  | BRK CLNR VEH 3340 WO 55779  | \$22.81        |
|               |             | 443570         |         | BRAKE PADS VEH 1207 WO 5588 | \$150.78       |
|               |             | 443581         |         | CLEANER VEH 1207 WO 55887   | \$21.68        |
|               |             | 443586         |         | FLOOR DRY VEH 3344 WO 55902 | \$105.23       |
|               |             | 443593         |         | AIR FILTER VEH 5047 WO 5589 | \$33.61        |
|               |             | 443594         |         | PM FILTERS VEH 3283 WO 5588 | \$124.92       |
|               |             | 443597         |         | PM FILTERS VEH 3330 WO 5588 | \$99.74        |
|               |             | 443600         |         | PM FILTERS VEH 3333 WO 5589 | \$132.29       |
|               |             | 443601         |         | PM FILTERS VEH 2370 WO 5589 | \$15.87        |
|               |             | 443602         |         | PM FILTERS VEH 2460 WO 5589 | \$14.99        |
|               |             | 443603         |         | PM FILTERS VEH 3303 WO 5589 | \$15.56        |
|               |             | 443604         |         | PM FILTERS VEH 3323 WO 5589 | \$14.99        |
|               |             | 443610         |         | PM FILTERS VEH 3334 WO 5590 | \$93.52        |
|               |             | 443612         |         | PM FILTERS VEH 3327 WO 5590 | \$14.99        |
|               |             | 443613         |         | PM FILTERS VEH 3316 WO 5589 | \$14.99        |
|               |             | 443614         |         | PM FILTERS VEH 3289 WO 5589 | \$15.56        |
|               |             | 443620         |         | PM FILTERS VEH 3251 WO 5589 | \$144.22       |
|               |             | 443624         |         | PM FILTERS VEH 6606 WO 5582 | \$24.89        |
|               |             | 443640         |         | ROTOR/PAD VEH 1203 WO 55904 | \$207.48       |
|               |             | 443647         |         | AIR FILTER VEH 6595 WO 5587 | \$23.98        |
|               |             | 443650         |         | PIN HOOK VEH 3304 WO 55940  | \$179.90       |
|               |             | 443677         |         | BRK CLNR VEH 6579 WO 55905  | \$22.81        |
|               |             | 443681         |         | BATTERY VEH 1375 WO 55907   | \$122.32       |
|               |             | 443683         |         | RELAY VEH 3297 WO 55884     | \$28.34        |
|               |             | 443684         |         | HDLGHT KIT VEH 1375 WO 5590 | \$24.26        |
|               |             | 443698         |         | LIGHTS VEH 6594 WO 55909    | \$15.49        |
|               |             | 443719         |         | PM FILTERS VEH 2445 WO 5591 | \$11.44        |
|               |             | 443720         |         | PM FILTERS VEH 2470 WO 5591 | \$11.44        |
|               |             | 443721         |         | PM FILTERS VEH 2471 WO 5591 | \$11.44        |
|               |             | 443722         |         | PM FILTERS VEH 2475 WO 5591 | \$11.44        |
|               |             | 443723         |         | PM FILTERS VEH 2448 WO 5591 | \$11.44        |
|               |             | 443724         |         | PM FILTERS VEH 2442 WO 5591 | \$11.44        |
|               |             | 443725         |         | PM FILTERS VEH 2469 WO 5591 | \$11.44        |
|               |             | 443732         |         | BRK CLNR VEH 3336 WO 55714  | \$45.61        |
|               |             | 443735         |         | PM FILTERS VEH 2441 WO 5591 | \$11.44        |
|               |             | 443737         |         | PM FILTERS VEH 1205 WO 5592 | \$18.32        |
|               |             | 443762         |         | LAMPS VEH 3289 WO 55921     | \$25.83        |
|               |             | 443771         |         | PM FILTERS VEH 9500 WO 5593 | \$17.52        |
|               |             | 443773         |         | PM FILTERS VEH 9500 WO 5593 | \$21.14        |
|               |             | 443774         |         | PM FILTERS VEH 9500 WO 5593 | \$10.90        |
|               |             | 443776         |         | LAMPS VEH 2258 WO 55922     | \$14.63        |





## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                    | P.O. Number | Invoice Number | Check # | Purpose of Purchase            | Invoice Amount |
|-------------------------------------------|-------------|----------------|---------|--------------------------------|----------------|
| RICHLAND NAPA                             |             | 443779         | 273002  | PM FILTERS VEH 9500 WO 5592    | \$13.72        |
|                                           |             | 443805         |         | BELTS VEH 9500 WO 55931        | \$38.00        |
|                                           |             | 443813         |         | BELTS VEH 9500 WO 55931        | \$19.98        |
|                                           |             | 443814         |         | AIR FILTER VEH 9500 WO 5593    | \$7.90         |
|                                           |             | 443828         |         | CREDIT VEH RETURN WO FLEET     | (\$6.68)       |
| RIVER CITY TOWING INC                     |             | 17337          | 273008  | TOW CHARGE VEH 2470 WO 55942   | \$48.87        |
| RMT EQUIPMENT                             |             | P03862         | 273009  | FILTERS VEH 7161 WO 55877      | \$210.55       |
| RWC INTERNATIONAL LTD                     |             | 60580Y         | 273013  | THERMOSTAT VEH 3294 WO 55961   | \$84.59        |
| SERVATRON, INC                            |             | 74643          | 272647  | NRE ODM VEH 2441 WO 55351      | \$141.82       |
| SOLID WASTE SYSTEMS INC                   |             | 0117169-IN     | 272650  | EJCT CYLINDR VEH 3344 WO 55345 | \$7,193.15     |
|                                           |             | 0117170-IN     | 273019  | MISC PARTS VEH 3336/3340       | \$9,741.86     |
|                                           |             | 0117171-IN     |         | DUMP ARM VEH 3336/3340         | \$6,969.67     |
|                                           |             | 0117295-IN     |         | REPAIR VEH 3338 WO 55699       | \$7,957.43     |
|                                           |             | 0117576-IN     |         | MISC PARTS VEH 3337 WO 55970   | \$7,870.95     |
| STONEWAY ELECTRIC SUPPLY                  |             | S102862881.001 | 273023  | WIRE VEH 6000 WO 55861         | \$492.41       |
| TACOMA SCREW PRODUCTS INC                 |             | 22255967       | 273029  | WASHERS VEH 3283 WO 55848      | \$24.59        |
|                                           |             | 22255968       |         | SPRING SNAP VEH 6579 WO 55844  | \$58.18        |
|                                           |             | 22256118       |         | OIL VEH 3336 WO 55714          | \$22.21        |
|                                           |             | 22256119       |         | OIL VEH 3336 WO 55714          | \$22.21        |
|                                           |             | 22256120       |         | OIL VEH 7119 WO 55868          | \$22.21        |
|                                           |             | 22256121       |         | OIL VEH 3340 WO 55779          | \$34.81        |
|                                           |             | 22256677       |         | REPAIR KIT VEH 9500 WO 55931   | \$74.37        |
|                                           |             | 06 017249      | 273043  | CREDIT FOR WRONG INVOICE       | (\$127.39)     |
| TRUCKPRO HOLDING CORPORATION              |             | 06 274672      |         | BRAKES VEH 6579 WO 55905       | \$177.14       |
|                                           |             | 06 274810      |         | NOT OURS - RETURNED            | \$127.39       |
|                                           |             | 157393         | 272667  | BEARING VEH 3339 WO 55665      | \$61.93        |
| WESTERN REFUSE & RECYCLING EQUIPMENT, INC |             | 157467         | 273061  | BUSHING VEH 3340 WO 55779      | \$179.53       |
| WESTERN STATES EQUIPMENT COMPANY          |             | IN001086069    | 272668  | ELBOW VEH 3344 WO 0            | \$65.05        |
|                                           |             | IN001086075    |         | ELBOW VEH 3344 WO 55343        | \$42.59        |
|                                           |             | IN001088685    | 273062  | FILTERS VEH 7162 WO 55865      | \$458.85       |
|                                           |             | IN001088691    |         | FILTERS VEH 7130 WO 55867      | \$448.74       |
|                                           |             | IN001088700    |         | FILTERS VEH 7131 WO 55866      | \$311.29       |
| WESTERN SYSTEMS & FABRICATION INC         |             | 27874          | 273063  | SEAL KIT VEH 3335 WO 55943     | \$2,032.16     |
|                                           |             | 27910          |         | ACCULEVEL VEH 3350 WO 55677    | \$1,558.41     |
| XEROX CORPORATION                         |             | 098019428      | 272670  | 3UA-295154 BSE/PRINTS AUG      | \$204.95       |
| XO COMMUNICATIONS SERVICES LLC            |             | 0328155461     | 273068  | TELEPHONE CHARGES 9/1-9/30/19  | \$52.15        |

EQUIPMENT MAINTENANCE TOTAL \*\*\*\*

\$136,757.64

EQUIPMENT MAINTENANCE FUND Total \*\*\*

\$136,757.64

FUND 503

EQUIPMENT REPLACEMENT FUND

Division:

215

EQUIPMENT REPLACEMENT



## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                      | P.O. Number | Invoice Number | Check # | Purpose of Purchase            | Invoice Amount      |
|---------------------------------------------|-------------|----------------|---------|--------------------------------|---------------------|
| CORWIN OF PASCO LLC                         | P059908     | 319692         | 273085  | SALES TAX @ 8.6%               | \$4,882.56          |
|                                             | P059908     |                |         | ONE NEW 2019 FORD F-250 4X4 S/ | \$56,774.00         |
|                                             | P059910     | 319696         |         | SALES TAX @ 8.6%               | \$4,863.56          |
|                                             | P059910     |                |         | ONE NEW 2019 FORD F-350 4X4 WI | \$56,553.00         |
| FAST SIGNS                                  |             | 139-59918      | 272918  | PL UPFIT VEH 2491              | \$645.08            |
| TRI CITIES BATTERY & AUTO REPAIR            |             | 133587         | 273039  | PL UPFITS VEH 2488             | \$104.56            |
| <b>EQUIPMENT REPLACEMENT TOTAL ****</b>     |             |                |         |                                | <b>\$123,822.76</b> |
| <b>EQUIPMENT REPLACEMENT FUND Total ***</b> |             |                |         |                                | <b>\$123,822.76</b> |

**FUND 505 PUBLIC WORKS ADMIN & ENGINEER****Division:** 450 PW ADMIN & ENGINEERING

|                                                    |         |             |        |                               |                    |
|----------------------------------------------------|---------|-------------|--------|-------------------------------|--------------------|
| ABADAN INC                                         |         | AR77697     | 272831 | PAPER                         | \$366.42           |
| GRAINGER                                           | S018500 | 9300989424  | 272932 | MARKING FLAG BLUE ITEM #3LUG9 | \$127.78           |
| JUB ENGINEERS INC                                  | P060336 | 128332      | 272752 | RICHLAND NORTH-SOUTH CORRIDOR | \$15,297.74        |
| POPE, BRIAN                                        |         | 091219      | 272992 | REIMB EWA STRWA GRP MTG       | \$6.60             |
| WEST, JULIE                                        |         | 19-457 WEST | 273059 | 19-457 LTAP TRAINING          | \$155.20           |
| XEROX CORPORATION                                  |         | 098019435   | 273067 | 3UA-367080 BASE/PRINTS-AUGUST | \$99.88            |
| XO COMMUNICATIONS SERVICES LLC                     |         | 0328155461  | 273068 | TELEPHONE CHARGES 9/1-9/30/19 | \$143.55           |
| <b>PW ADMIN &amp; ENGINEERING TOTAL ****</b>       |         |             |        |                               | <b>\$16,197.17</b> |
| <b>PUBLIC WORKS ADMIN &amp; ENGINEER Total ***</b> |         |             |        |                               | <b>\$16,197.17</b> |

**FUND 520 HEALTH CARE/BENEFITS PLAN****Division:** 222 EMPLOYEE BENEFIT PROGRAM

|                                            |  |                  |        |                            |                    |
|--------------------------------------------|--|------------------|--------|----------------------------|--------------------|
| CIGNA HEALTH AND LIFE INSURANCE COMPANY    |  | 2527753          | 272600 | SEPTEMBER 2019 ASO CHARGES | \$15,744.75        |
| LIFE INSURANCE COMPANY OF NORTH AMERICA    |  | 9/2019-FLI051384 | 272628 | FLI051384 PREMIUMS-SEPT    | \$10,238.16        |
|                                            |  | 9/2019-LK030278  |        | LK030278 PREMIUMS-SEPT     | \$11,171.56        |
|                                            |  | SEP 19-OK807703  |        | OK807703 PREMIUMS-SEPT     | \$3,353.17         |
| MAGELLAN BEHAVIORAL HEALTH                 |  | SEP 2019         | 272629 | EAP PREMIUMS-SEPTEMBER     | \$725.63           |
| MERCER (US) INC                            |  | 102210003986     | 272967 | CONSULTING SERVICES-AUGUST | \$7,083.33         |
| <b>EMPLOYEE BENEFIT PROGRAM TOTAL ****</b> |  |                  |        |                            | <b>\$48,316.60</b> |
| <b>HEALTH CARE/BENEFITS PLAN Total ***</b> |  |                  |        |                            | <b>\$48,316.60</b> |

**FUND 522 POST EMP HEALTHCARE PLAN****Division:** 224 POST EMPLOYMENT BENEFITS PRGM

|                                                 |  |         |        |                            |                   |
|-------------------------------------------------|--|---------|--------|----------------------------|-------------------|
| CIGNA HEALTH AND LIFE INSURANCE COMPANY         |  | 2527753 | 272600 | SEPTEMBER 2019 ASO CHARGES | \$1,033.20        |
| <b>POST EMPLOYMENT BENEFITS PRGM TOTAL ****</b> |  |         |        |                            | <b>\$1,033.20</b> |
| <b>POST EMP HEALTHCARE PLAN Total ***</b>       |  |         |        |                            | <b>\$1,033.20</b> |

**FUND 611 FIREMAN'S PENSION**



## City Of Richland

## VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                  | P.O. Number | Invoice Number | Check # | Purpose of Purchase       | Invoice Amount |
|-----------------------------------------|-------------|----------------|---------|---------------------------|----------------|
| <b>Division:</b> 216 FIRE PENSION       |             |                |         |                           |                |
| BAKER, MARSHALL R                       |             | OCTOBER 2019   | 272845  | MEDICARE PREMIUM/BAKER    | \$135.50       |
| BOWLS, DAVID                            |             | 0301-032019    | 272813  | NON COVERED MEDICAL       | \$400.00       |
|                                         |             | 0401-090419    |         | NON COVERED MEDICAL       | \$900.00       |
|                                         |             | OCTOBER 2019   | 272856  | MEDICARE PREMIUM/BOWLS    | \$104.90       |
| CANFIELD, HARRY R                       |             |                | 272864  | MEDICARE PREMIUM/CANFIELD | \$135.50       |
| CARRICK, HENRY                          |             | 073119 AL      | 272814  | NON COVERED MEDICAL       | \$5,500.00     |
|                                         |             | 083119 AL      |         | NON COVERED MEDICAL       | \$5,500.00     |
|                                         |             | 093019 AL      |         | NON COVERED MEDICAL       | \$5,500.00     |
|                                         |             | OCTOBER 2019   | 272868  | MEDICARE PREMIUM/CARRICK  | \$134.00       |
| CENTER VISION & CONTACT LENS CLINIC INC |             | 070519HJ       | 272815  | NON COVERED VISION        | \$82.00        |
| CHINOOK FAMILY DENTAL CARE              |             | 031519JB       | 272816  | NON COVERED DENTAL        | \$60.30        |
| CLARK, FRANK M                          |             | 082219         | 272817  | NON COVERED VISION        | \$94.00        |
|                                         |             | OCTOBER 2019   | 272879  | MEDICARE PREMIUM/CLARK    | \$104.90       |
| DOWNES, DANNY                           |             | 0614-090819    | 272818  | NON COVERED RX            | \$161.96       |
|                                         |             | 071619         |         | NON COVERED MEDICAL       | \$2,499.98     |
|                                         |             | OCTOBER 2019   | 272906  | MEDICARE PREMIUM/DOWNES   | \$135.50       |
| ESTY, RAYMOND J                         |             | 0402-041619    | 272819  | NON COVERED MEDICAL       | \$887.50       |
|                                         |             | 053019 MC      |         | NON COVERED MEDICAL       | \$5,800.00     |
|                                         |             | 053119 MC      |         | NON COVERED MEDICAL       | \$6,600.04     |
|                                         |             | 073119 MC      |         | NON COVERED MEDICAL       | \$5,800.00     |
|                                         |             | 083119 MC      |         | NON COVERED MEDICAL       | \$5,800.00     |
|                                         |             | OCTOBER 2019   | 272915  | MEDICARE PREMIUM/ESTY     | \$120.00       |
| FAMILY FIRST DENTAL                     |             | 0416-090519HJ  | 272820  | NON COVERED DENTAL        | \$265.40       |
|                                         |             | 042519 NJ      |         | NON COVERED DENTAL        | \$169.00       |
| FERRIANS, ALLEN LARRY                   |             | OCTOBER 2019   | 272921  | MEDICARE PREMIUM/FERRIANS | \$135.50       |
| HOUCHIN, EARL                           |             |                | 272942  | MEDICARE PREMIUM/HOUCIN   | \$118.00       |
| HUGHES PHYSICAL THERAPY P.S.            |             | 0104-011818RL  | 272821  | NON COVERED MEDICAL       | \$136.50       |
| JOHNSON, NEILS E                        |             | OCTOBER 2019   | 272947  | MEDICARE PREMIUM/JOHNSON  | \$116.50       |
| JONES, HAROLD                           |             | 052919         | 272822  | NON COVERED MEDICAL       | \$150.00       |
|                                         |             | 070319         |         | NON COVERED MEDICAL       | \$150.00       |
|                                         |             | 073119         |         | NON COVERED MEDICAL       | \$150.00       |
|                                         |             | OCTOBER 2019   | 272948  | MEDICARE PREMIUM/JONES    | \$135.50       |
| KEYS, JACK D                            |             | 080119 AL      | 272823  | NON COVERED MEDICAL       | \$3,900.00     |
|                                         |             | 090119 AL      |         | NON COVERED MEDICAL       | \$3,900.00     |
|                                         |             | OCTOBER 2019   | 272953  | MEDICARE PREMIUM/KEYS     | \$134.00       |
| LAHTI, ROGER P                          |             | 0319-052019    | 272824  | NON COVERED RX            | \$161.04       |
|                                         |             | 0321-052919    |         | NON COVERED MEDICAL       | \$520.00       |
|                                         |             | 0606-082219    |         | NON COVERED MEDICAL       | \$520.00       |
|                                         |             | 070119         |         | NON COVERED RX            | \$153.95       |
|                                         |             | OCTOBER 2019   | 272955  | MEDICARE PREMIUM/LAHTI    | \$117.50       |



## City Of Richland

## VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor              | P.O. Number | Invoice Number | Check # | Purpose of Purchase         | Invoice Amount |
|---------------------|-------------|----------------|---------|-----------------------------|----------------|
| MULROY, JAMES P     |             | OCTOBER 2019   | 272975  | MEDICARE PREMIUM/MULROY     | \$135.50       |
| MURRAY, DAVID       |             |                | 272976  | MEDICARE PREMIUM/MURRAY     | \$116.50       |
| MYERS, EDWARD A     |             |                | 272978  | MEDICARE PREMIUM/MYERS      | \$135.50       |
| OWEN, MICHAEL       |             |                | 272982  | MEDICARE PREMIUM/OWEN       | \$116.50       |
| POLLARD, JAMES      |             | 022019         | 272825  | NON COVERED DENTAL          | \$140.00       |
|                     |             | OCTOBER 2019   | 272991  | MEDICARE PREMIUM/POLLARD    | \$135.50       |
| RODGERS, GARY H     |             |                | 273010  | MEDICARE PREMIUM/RODGERS    | \$135.50       |
| RONEY, LARRY        |             |                | 273012  | MEDICARE PREMIUM/RONEY      | \$122.50       |
| SIEMENS, DONALD     |             | 0718-072219    | 272826  | NON COVERED RX              | \$72.93        |
|                     |             | OCTOBER 2019   | 273018  | MEDICARE PREMIUM/SIEMENS    | \$135.50       |
| STRATTON, MARK      |             |                | 273024  | MEDICARE PREMIUM/STRATTON   | \$135.50       |
| THRALL, TERRY       |             | 060619TT       | 272827  | NON COVERED DENTAL          | \$33.95        |
| VIEWPOINT DENTISTRY |             | 040319JM       | 272828  | NON COVERED DENTAL          | \$43.40        |
| WEST, ROYAL         |             | OCTOBER 2019   | 273060  | MEDICARE PREMIUM/WEST       | \$116.00       |
| WILLIAMSON, CRAIG E |             | 062519         | 272829  | NON COVERED MEDICAL         | \$3,149.39     |
|                     |             | OCTOBER 2019   | 273065  | MEDICARE PREMIUM/WILLIAMSON | \$108.00       |

FIRE PENSION TOTAL \*\*\*\*

\$62,221.14

FIREMAN'S PENSION Total \*\*\*

\$62,221.14

## FUND 612

## POLICEMEN'S PENSION

## Division:

217

## POLICE PENSION

|                                         |              |        |                             |          |
|-----------------------------------------|--------------|--------|-----------------------------|----------|
| ANDERSON DENTAL                         | 073019       | 272573 | NON COVERED DENTAL          | \$552.20 |
| BATES, LAURIE VERN JR                   | OCTOBER 2019 | 272846 | MEDICARE PREMIUM/BATES      | \$135.50 |
| BEDEN, LARRY                            |              | 272850 | MEDICARE PREMIUM/BEDEN      | \$135.50 |
| BRUNSON, DALE A                         |              | 272859 | MEDICARE PREMIUM/BRUNSON    | \$119.50 |
| BUSH, LEE                               |              | 272862 | MEDICARE PREMIUM/BUSH       | \$131.50 |
| CARPER, RANDY H                         | 072619       | 272574 | MEDICARE PREMIUM/CARPER     | \$572.50 |
|                                         | 082719       |        | MEDICARE PREMIUM/CARPER     | \$572.50 |
| CASE, MIKE                              | 083019       | 272575 | NON COVERED RX              | \$276.91 |
| CENTER VISION & CONTACT LENS CLINIC INC | 081419       | 272576 | NON COVERED VISION          | \$487.00 |
| CLEAVENGER, MICHAEL                     | OCTOBER 2019 | 272880 | MEDICARE PREMIUM/CLEAVENGER | \$135.50 |
| CLEAVENGER, WILL J                      |              | 272881 | MEDICARE PREMIUM/CLEAVENGER | \$135.50 |
| CLEMENTS, JOHN M                        |              | 272882 | MEDICARE PREMIUM/CLEMENTS   | \$131.50 |
| COUCH, LARRY                            |              | 272893 | MEDICARE PREMIUM/COUCH      | \$135.50 |
| DEMYER, JAMES J                         |              | 272901 | MEDICARE PREMIUM/DEMYER     | \$135.50 |
| DRIVER, DOUGLAS D                       |              | 272907 | MEDICARE PREMIUM/DRIVER     | \$135.50 |
| DUCHEMIN, ROGER                         | 070519       | 272577 | NON COVERED VISION          | \$495.00 |
|                                         | OCTOBER 2019 | 272909 | MEDICARE PREMIUM/DUCHEMIN   | \$135.50 |
| GANLEY, JOHN M                          |              | 272926 | MEDICARE PREMIUM/GANLEY     | \$135.50 |
| GILL, JAMES GREG                        |              | 272930 | MEDICARE PREMIUM/GILL       | \$135.50 |
| HENAGER BLACK DENTISTRY                 | 072419       | 272578 | NON COVERED DENTAL          | \$558.40 |



## City Of Richland

## VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                      | P.O. Number                         | Invoice Number                   | Check # | Purpose of Purchase            | Invoice Amount    |
|---------------------------------------------|-------------------------------------|----------------------------------|---------|--------------------------------|-------------------|
| HIGGINS, FRED C                             |                                     | OCTOBER 2019                     | 272939  | MEDICARE PREMIUM/HIGGINS       | \$117.50          |
| LARSON, SCOTT K                             |                                     |                                  | 272957  | MEDICARE PREMIUM/LARSON        | \$113.50          |
| LEWIS, DAVID L                              |                                     |                                  | 272959  | MEDICARE PREMIUM/LEWIS         | \$124.50          |
| MOORE, ROBERT                               |                                     |                                  | 272974  | MEDICARE PREMIUM/MOORE         | \$133.50          |
| OGDEN MURPHY WALLACE, PLLC                  | 829219                              |                                  | 272636  | LEOFF LEGAL OPINION & TRAINING | \$949.00          |
| SPARKS, DAVID W                             | OCTOBER 2019                        |                                  | 273020  | MEDICARE PREMIUM/SPARKS        | \$135.50          |
| TAYLOR, RANDAL L                            |                                     |                                  | 273033  | MEDICARE PREMIUM/TAYLOR        | \$134.50          |
| THOMAS, GERALD D                            |                                     |                                  | 273036  | MEDICARE PREMIUM/THOMAS        | \$135.50          |
| TURNER, ROY                                 |                                     |                                  | 273044  | MEDICARE PREMIUM/TURNER        | \$135.50          |
| WILMOTH, ROD                                |                                     |                                  | 273066  | MEDICARE PREMIUM/WILMOTH       | \$135.50          |
| ZIMMERMAN, GERALD                           |                                     |                                  | 273071  | MEDICARE PREMIUM/ZIMMERMAN     | \$118.00          |
| <b>POLICE PENSION TOTAL ****</b>            |                                     |                                  |         |                                | <b>\$7,484.51</b> |
| <b>POLICEMEN'S PENSION Total ***</b>        |                                     |                                  |         |                                | <b>\$7,484.51</b> |
| <b>FUND 641</b>                             | <b>SOUTHEAST COMMUNICATIONS CTR</b> |                                  |         |                                |                   |
| <b>Division:</b>                            | 600                                 | <b>SECOMM OPERATIONS GENERAL</b> |         |                                |                   |
| CENTURYLINK                                 |                                     | 09/19 5097862112                 | 272697  | GENERAL 9/06-10/05/19          | \$103.06          |
| CITY OF RICHLAND                            |                                     | 5321979                          | 272699  | BCES UTILITY SRVC 8/01-9/03/19 | \$2,808.25        |
| EQUALIZER POLYGRAPH & INVESTIGATIONS, LLC   |                                     | 19-1688                          | 272914  | PRE-EMPLOYMENT POLYGRAPH       | \$500.00          |
|                                             |                                     | 19-1709                          |         | PRE-EMPLOYMENT POLYGRAPH       | \$250.00          |
| FRONTIER                                    |                                     | 09/19 5096282600                 | 272728  | TELEPHONE CHARGE 02910-10/9/19 | \$1,015.52        |
| HARRINGTON'S TROPHIES                       |                                     | 79946                            | 272934  | ENGRAVING FOR DISPATCHER BRD   | \$28.26           |
| MOON, TAE-IM PHD                            |                                     | 091019                           | 272632  | PSYCH EVAL-EMER COM DISP-VILLA | \$400.00          |
|                                             |                                     | 091719                           | 272973  | PSYCH EVAL-EMER COM DISP-MOREN | \$400.00          |
| POCKETINET COMMUNICATIONS INC               |                                     | 318861                           | 272777  | WIRELESS TRNS & INTERNET-OCT   | \$269.50          |
| VANGUARD CLEANING SYSTEM OF INLAND NW       |                                     | 89533                            | 273106  | CLEANING SVS 10/1-10/31/19     | \$375.00          |
| VERIZON WIRELESS                            |                                     | 9837498548                       | 272807  | CELL PHONES 08/7-09/6/19       | \$543.85          |
| WASHINGTON STATE PATROL                     |                                     | 00070384                         | 273056  | ACCESS USER FEE 07/1-09/30/19  | \$1,500.00        |
| <b>SECOMM OPERATIONS GENERAL TOTAL ****</b> |                                     |                                  |         |                                | <b>\$8,193.44</b> |
| <b>Division:</b>                            | 601                                 | <b>E911 OPERATIONS</b>           |         |                                |                   |
| EQUALIZER POLYGRAPH & INVESTIGATIONS, LLC   |                                     | 19-1688                          | 272914  | PRE-EMPLOYMENT POLYGRAPH       | \$500.00          |
|                                             |                                     | 19-1709                          |         | PRE-EMPLOYMENT POLYGRAPH       | \$250.00          |
| MOON, TAE-IM PHD                            |                                     | 091019                           | 272632  | PSYCH EVAL-EMER COM DISP-VILLA | \$400.00          |
|                                             |                                     | 091719                           | 272973  | PSYCH EVAL-EMER COM DISP-MOREN | \$400.00          |
| POCKETINET COMMUNICATIONS INC               |                                     | 318861                           | 272777  | WIRELESS TRNS & INTERNET-OCT   | \$269.50          |
| SHELLY HANSEN RID CERTIFIED SIGN LANGUAGE   |                                     | 219-001-BCES                     | 273017  | BUS AND MILEAGE REIMBURSEMENT  | \$156.44          |
| VERIZON WIRELESS                            |                                     | 9837498548                       | 272807  | CELL PHONES 08/7-09/6/19       | \$204.52          |
| <b>E911 OPERATIONS TOTAL ****</b>           |                                     |                                  |         |                                | <b>\$2,180.46</b> |
| <b>Division:</b>                            | 602                                 | <b>SECOMM AGENCY</b>             |         |                                |                   |
| SUPERIOR GLASS, LLC                         | P060491                             | 4654                             | 273027  | ADJUST TAX                     | (\$0.01)          |



## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                           | P.O. Number                 | Invoice Number                 | Check # | Purpose of Purchase            | Invoice Amount     |
|--------------------------------------------------|-----------------------------|--------------------------------|---------|--------------------------------|--------------------|
| SUPERIOR GLASS, LLC                              | P060491                     | 4654                           | 273027  | CALL CENTER BACK DOOR INSULATE | \$711.33           |
|                                                  | P060491                     |                                |         | BREAK ROOM DOOR REPAIR FURNISH | \$252.50           |
|                                                  | P060652                     | 4826                           | 273100  | FRONT DOOR REPAIR              | \$695.04           |
| <b>SECOMM AGENCY TOTAL ****</b>                  |                             |                                |         |                                | <b>\$1,658.86</b>  |
| <b>SOUTHEAST COMMUNICATIONS CTR Total ***</b>    |                             |                                |         |                                | <b>\$12,032.76</b> |
| <b>FUND 642</b>                                  | <b>800 MHZ PROJECT</b>      |                                |         |                                |                    |
| <b>Division:</b>                                 | 610                         | 800 MHZ                        |         |                                |                    |
| AVTECH SOFTWARE INC                              | P060749                     | 2019092319                     | 272844  | ROOM ALERT 12ER - MONITOR WITH | \$525.00           |
|                                                  | P060749                     |                                |         | SHIPPING                       | \$13.97            |
| LEGACY POWER SYSTEMS                             | P060144                     | 39451 RETAINAGE                | 272627  | RETAINAGE                      | \$790.43           |
|                                                  | P060321                     | 39756                          |         | FAN REPLACEMENT AT BADGER MTN  | \$1,528.98         |
| <b>800 MHZ TOTAL ****</b>                        |                             |                                |         |                                | <b>\$2,858.38</b>  |
| <b>800 MHZ PROJECT Total ***</b>                 |                             |                                |         |                                | <b>\$2,858.38</b>  |
| <b>FUND 643</b>                                  | <b>EMERGENCY MANAGEMENT</b> |                                |         |                                |                    |
| <b>Division:</b>                                 | 620                         | STATE / LOCAL ASSISTANCE       |         |                                |                    |
| CITY OF RICHLAND                                 |                             | 5321979                        | 272699  | BCES UTILITY SRVC 8/01-9/03/19 | \$468.04           |
| FRONTIER                                         |                             | 09/19 5096282600               | 272728  | TELEPHONE CHARGE 02910-10/9/19 | \$338.50           |
| POCKETINET COMMUNICATIONS INC                    |                             | 318861                         | 272777  | WIRELESS TRNS & INTERNET-OCT   | \$57.75            |
| VANGUARD CLEANING SYSTEM OF INLAND NW            |                             | 89533                          | 273106  | CLEANING SVS 10/1-10/31/19     | \$62.50            |
| VERIZON WIRELESS                                 |                             | 9837498548                     | 272807  | CELL PHONES 08/7-09/6/19       | \$92.39            |
| <b>STATE / LOCAL ASSISTANCE TOTAL ****</b>       |                             |                                |         |                                | <b>\$1,019.18</b>  |
| <b>Division:</b>                                 | 621                         | RADIOLOGICAL EMGCY PREPAREDNES |         |                                |                    |
| CITY OF RICHLAND                                 |                             | 5321979                        | 272699  | BCES UTILITY SRVC 8/01-9/03/19 | \$936.08           |
| DEPARTMENT OF ENTERPRISE SERVICES                |                             | 73191936                       | 272902  | DISASTER PREP GUIDES           | \$814.34           |
| EN POINTE TECHNOLOGIES SALES LLC                 | P060741                     | 900689424                      | 273086  | (2) EACH VISIO LICENSES #P3U-0 | \$98.46            |
| FRONTIER                                         |                             | 09/19 5096282600               | 272728  | TELEPHONE CHARGE 02910-10/9/19 | \$338.51           |
| POCKETINET COMMUNICATIONS INC                    |                             | 318861                         | 272777  | WIRELESS TRNS & INTERNET-OCT   | \$115.50           |
| SUPERIOR GLASS, LLC                              | P060652                     | 4826                           | 273100  | FRONT DOOR REPAIR              | \$347.52           |
| UNITED PARCEL SERVICE                            | S018492                     | 000986641389                   | 272662  | GROUND PKG W/INSURANCE TO ARRO | \$218.49           |
| VANGUARD CLEANING SYSTEM OF INLAND NW            |                             | 89533                          | 273106  | CLEANING SVS 10/1-10/31/19     | \$62.50            |
| VERIZON WIRELESS                                 |                             | 9837498548                     | 272807  | CELL PHONES 08/7-09/6/19       | \$87.39            |
| <b>RADIOLOGICAL EMGCY PREPAREDNES TOTAL ****</b> |                             |                                |         |                                | <b>\$3,018.79</b>  |
| <b>Division:</b>                                 | 622                         | DOE EMERGENCY PREPAREDNESS     |         |                                |                    |
| VANGUARD CLEANING SYSTEM OF INLAND NW            |                             | 89533                          | 273106  | CLEANING SVS 10/1-10/31/19     | \$62.50            |
| VERIZON WIRELESS                                 |                             | 9837498548                     | 272807  | CELL PHONES 08/7-09/6/19       | \$92.39            |
| <b>DOE EMERGENCY PREPAREDNESS TOTAL ****</b>     |                             |                                |         |                                | <b>\$154.89</b>    |
| <b>Division:</b>                                 | 623                         | JURISIDICITION                 |         |                                |                    |



## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                          | P.O. Number | Invoice Number                    | Check # | Purpose of Purchase            | Invoice Amount     |
|-------------------------------------------------|-------------|-----------------------------------|---------|--------------------------------|--------------------|
| CITY OF RICHLAND                                |             | 5321979                           | 272699  | BCES UTILITY SRVC 8/01-9/03/19 | \$468.04           |
| DEPARTMENT OF ENTERPRISE SERVICES               |             | 73191936                          | 272902  | DISASTER PREP GUIDES           | \$814.34           |
| FRONTIER                                        |             | 09/19 5096282600                  | 272728  | TELEPHONE CHARGE 02910-10/9/19 | \$338.50           |
| POCKETINET COMMUNICATIONS INC                   |             | 318861                            | 272777  | WIRELESS TRNS & INTERNET-OCT   | \$57.75            |
| SUPERIOR GLASS, LLC                             | P060491     | 4654                              | 273027  | BREAK ROOM DOOR REPAIR         | \$252.50           |
|                                                 | P060652     | 4826                              | 273100  | FRONT DOOR REPAIR              | \$347.52           |
| VANGUARD CLEANING SYSTEM OF INLAND NW           |             | 89533                             | 273106  | CLEANING SVS 10/1-10/31/19     | \$62.50            |
| <b>JURISIDICITION TOTAL ****</b>                |             |                                   |         |                                | <b>\$2,341.15</b>  |
| <b>Division:</b>                                | 630         | HOMELAND SECURITY PREPARDNESS     |         |                                |                    |
| TNVC INC                                        | P060261     | 352923-G                          | 273038  | N-VISION OPTICS ADVANCED DUAL  | \$2,440.00         |
|                                                 | P060261     |                                   |         | TNVC TNV/SENTINEL GEN3 BINOCUL | \$25,049.97        |
|                                                 | P060261     |                                   |         | FEDEX GROUND SHIPPING          | \$105.00           |
| <b>HOMELAND SECURITY PREPARDNESS TOTAL ****</b> |             |                                   |         |                                | <b>\$27,594.97</b> |
| <b>EMERGENCY MANAGEMENT Total ***</b>           |             |                                   |         |                                | <b>\$34,128.98</b> |
| <b>FUND</b>                                     | <b>803</b>  | <b>UTILITY BILL CLEARING FUND</b> |         |                                |                    |
| <b>Division:</b>                                | 000         |                                   |         |                                |                    |
| ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES      |             | CISPAY17458                       | 272761  | Customer Refund                | \$275.04           |
|                                                 |             | CISPAY17459                       | 272721  | Customer Refund                | \$320.71           |
|                                                 |             | CISPAY17460                       | 272774  | Customer Refund                | \$15.03            |
|                                                 |             | CISPAY17461                       | 272684  | Customer Refund                | \$8,845.00         |
|                                                 |             | CISPAY17462                       | 272749  | Customer Refund                | \$184.59           |
|                                                 |             | CISPAY17463                       | 272682  | Customer Refund                | \$145.83           |
|                                                 |             | CISPAY17464                       | 272763  | Customer Refund                | \$49.98            |
|                                                 |             | CISPAY17465                       | 272779  | Customer Refund                | \$15.36            |
|                                                 |             | CISPAY17466                       | 272716  | Customer Refund                | \$60.11            |
|                                                 |             | CISPAY17467                       | 272747  | Customer Refund                | \$39.02            |
|                                                 |             | CISPAY17468                       | 272751  | Customer Refund                | \$97.00            |
|                                                 |             | CISPAY17469                       | 272683  | Customer Refund                | \$9.80             |
|                                                 |             | CISPAY17470                       | 272710  | Customer Refund                | \$77.06            |
|                                                 |             | CISPAY17471                       | 272732  | Customer Refund                | \$100.41           |
|                                                 |             | CISPAY17472                       | 272784  | Customer Refund                | \$31.80            |
|                                                 |             | CISPAY17473                       | 272714  | Customer Refund                | \$8.98             |
|                                                 |             | CISPAY17474                       | 272755  | Customer Refund                | \$18.04            |
|                                                 |             | CISPAY17475                       | 272757  | Customer Refund                | \$11.29            |
|                                                 |             | CISPAY17476                       | 272734  | Customer Refund                | \$84.41            |
|                                                 |             | CISPAY17477                       | 272698  | Customer Refund                | \$117.52           |
|                                                 |             | CISPAY17478                       | 272675  | Customer Refund                | \$133.79           |
|                                                 |             | CISPAY17479                       | 272750  | Customer Refund                | \$18.52            |



## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                        | P.O. Number | Invoice Number | Check # | Purpose of Purchase | Invoice Amount |
|-----------------------------------------------|-------------|----------------|---------|---------------------|----------------|
| ADVANCED UTILITY ACCOUNTS PAYABLE<br>INVOICES |             | CISPAY17480    | 272802  | Customer Refund     | \$5.99         |
|                                               |             | CISPAY17481    | 272735  | Customer Refund     | \$101.00       |
|                                               |             | CISPAY17482    | 272744  | Customer Refund     | \$4.95         |
|                                               |             | CISPAY17483    | 272712  | Customer Refund     | \$79.14        |
|                                               |             | CISPAY17484    | 272719  | Customer Refund     | \$91.24        |
|                                               |             | CISPAY17485    | 272810  | Customer Refund     | \$317.43       |
|                                               |             | CISPAY17486    | 272708  | Customer Refund     | \$10.00        |
|                                               |             | CISPAY17487    | 272762  | Customer Refund     | \$149.91       |
|                                               |             | CISPAY17488    | 272764  | Customer Refund     | \$377.98       |
|                                               |             | CISPAY17489    | 272740  | Customer Refund     | \$0.20         |
|                                               |             | CISPAY17490    | 272745  | Customer Refund     | \$138.52       |
|                                               |             | CISPAY17491    | 272679  | Customer Refund     | \$2,763.79     |
|                                               |             | CISPAY17492    | 272799  | Customer Refund     | \$144.33       |
|                                               |             | CISPAY17493    | 272783  | Customer Refund     | \$168.30       |
|                                               |             | CISPAY17494    | 272771  | Customer Refund     | \$44.43        |
|                                               |             |                |         | Customer Refund     | \$26.08        |
|                                               |             |                |         | Customer Refund     | \$5.80         |
|                                               |             |                |         | Customer Refund     | \$119.26       |
|                                               |             | CISPAY17495    | 272785  | Customer Refund     | \$207.53       |
|                                               |             | CISPAY17496    | 272786  | Customer Refund     | \$177.07       |
|                                               |             | CISPAY17497    | 272773  | Customer Refund     | \$85.96        |
|                                               |             | CISPAY17498    | 272781  | Customer Refund     | \$251.04       |
|                                               |             | CISPAY17499    | 272737  | Customer Refund     | \$157.49       |
|                                               |             | CISPAY17500    | 272733  | Customer Refund     | \$195.16       |
|                                               |             | CISPAY17501    | 272790  | Customer Refund     | \$98.41        |
|                                               |             | CISPAY17502    | 272805  | Customer Refund     | \$0.21         |
|                                               |             | CISPAY17503    | 272717  | Customer Refund     | \$200.00       |
|                                               |             | CISPAY17504    | 272795  | Customer Refund     | \$154.08       |
|                                               |             | CISPAY17505    | 272767  | Customer Refund     | \$238.42       |
|                                               |             | CISPAY17506    | 272687  | Customer Refund     | \$467.57       |
|                                               |             | CISPAY17507    | 272720  | Customer Refund     | \$38.55        |
|                                               |             | CISPAY17508    | 272692  | Customer Refund     | \$73.14        |
|                                               |             | CISPAY17509    | 272674  | Customer Refund     | \$149.76       |
|                                               |             | CISPAY17510    | 272798  | Customer Refund     | \$86.94        |
|                                               |             | CISPAY17511    | 272742  | Customer Refund     | \$25.67        |
|                                               |             | CISPAY17512    | 272711  | Customer Refund     | \$98.99        |
|                                               |             | CISPAY17513    | 272695  | Customer Refund     | \$80.72        |
|                                               |             | CISPAY17514    | 272796  | Customer Refund     | \$32.27        |
|                                               |             | CISPAY17515    | 272791  | Customer Refund     | \$171.54       |
|                                               |             | CISPAY17516    | 272808  | Customer Refund     | \$20.20        |





## City Of Richland

## VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor                                        | P.O. Number | Invoice Number    | Check # | Purpose of Purchase            | Invoice Amount |
|-----------------------------------------------|-------------|-------------------|---------|--------------------------------|----------------|
| ADVANCED UTILITY ACCOUNTS PAYABLE<br>INVOICES |             | CISPAY17517       | 272804  | Customer Refund                | \$123.51       |
|                                               |             | CISPAY17518       | 272792  | Customer Refund                | \$40.29        |
|                                               |             | CISPAY17519       | 272690  | Customer Refund                | \$10.00        |
|                                               |             | CISPAY17521       | 272688  | Customer Refund                | \$3,448.30     |
|                                               |             | CISPAY17522       | 272787  | Customer Refund                | \$17.58        |
|                                               |             | CISPAY17523       | 272676  | Customer Refund                | \$94.87        |
| CITY OF RICHLAND                              |             | REBATE-CISPY17520 | 272877  | REBATE CIS PAY/GEMS 401-343386 | \$1,000.00     |
| UNASSIGNED TOTAL ****                         |             |                   |         |                                | \$22,952.91    |
| UTILITY BILL CLEARING FUND Total ***          |             |                   |         |                                | \$22,952.91    |



## City Of Richland

VL-1 Voucher Listing

From: 9/23/2019 To: 10/4/2019

| Vendor | P.O. Number | Invoice Number | Check # | Purpose of Purchase | Invoice Amount |
|--------|-------------|----------------|---------|---------------------|----------------|
|--------|-------------|----------------|---------|---------------------|----------------|

Invoice Total: \*\*\*\*

\$2,354,499.54

## Number of Invoices

## Amount

|                           |      |                |
|---------------------------|------|----------------|
| Vouchers In Richland      | 254  | \$444,538.52   |
| Vouchers In Tri Cities    | 203  | \$773,289.83   |
| Vouchers In WA            | 254  | \$540,465.30   |
| Vouchers Outside WA       | 632  | \$596,205.89   |
| Vouchers Final Total..... | 1343 | \$2,354,499.54 |

| Ob ject Category | Title                      | Total          | Percentage |
|------------------|----------------------------|----------------|------------|
| 1                | SALARIES                   | \$52.95        | 0%         |
| 2                | BENEFITS                   | \$132,480.80   | 5.63%      |
| 3                | SUPPLIES                   | \$226,441.85   | 9.62%      |
| 4                | OTHER SERVICES & CHARGES   | \$1,206,465.40 | 51.24%     |
| 5                | INTERGOVERNMENTAL SERVICES | \$103,864.44   | 4.41%      |
| 6                | CAPITAL PROJECTS           | \$396,951.03   | 16.86%     |
|                  | MACHINERY & EQUIPMENT      | \$149,175.79   | 6.34%      |
| 8                | INTEREST                   | \$1,500.00     | 0.06%      |
|                  | REFUNDS                    | \$22,952.91    | 0.97%      |
| 9                | INTERFUND SERVICES         | \$471.07       | 0.02%      |
|                  | INVENTORY PURCHASES        | \$114,143.30   | 4.85%      |
|                  | Total                      | \$2,354,499.54 |            |

VOUCHER LISTING REPORT  
SUMMARY OF WIRE TRANSFERS  
SEPTEMBER 23, 2019 - OCTOBER 4, 2019

| Payee                                                        | Wire Description                                      | Amount                 |
|--------------------------------------------------------------|-------------------------------------------------------|------------------------|
| <b>Claim Wires - Wire No. 7770-7792</b>                      |                                                       |                        |
| CIGNA Health/Matrix/QBE/VSP                                  | Insurance Claims                                      | 427,460.25             |
| Discovery Benefits                                           | Section 125                                           | 3,078.89               |
| Bank of America                                              | Library Merchant Services                             | 91.89                  |
| Payment Processing Inc.                                      | Landfill Merchant Services Fees                       | 3,913.90               |
| US Bank Trust                                                | Debt Service - Oct 2019                               | 79,900.00              |
| Bonneville Power Administration                              | AUG19/TX & POWER SALES                                | 3,843,312.00           |
| LEOFF Trust                                                  | LEOFF Trust - September 2019                          | 94,573.18              |
| Department of Licensing                                      | Firearms Online Payment for Concealed Pistol Licenses | 777.00                 |
|                                                              | Total Claim Wire Transfers                            | <b>\$ 4,453,107.11</b> |
| <b>Payroll Direct Deposit (ACH) - Wire No. 156209-156754</b> |                                                       |                        |
| Payroll Wires                                                | Total Payroll Wire Transfers & Deposits               | \$ 1,023,622.96        |
| <b>Pension Direct Deposit (ACH) - Wire No. 5525-5257</b>     |                                                       |                        |
| Payroll Wires                                                | Total Payroll Wire Transfers & Deposits               | \$ 26,567.29           |
| <b>Payroll Wires (ACH) - Wire No. 11182-11205</b>            |                                                       |                        |
| Payroll Wires                                                | Total Payroll Wire Transfers & Deposits               | \$ 1,504,968.84        |
|                                                              |                                                       | <b>\$ 2,555,159.09</b> |
| <b>Total Claim &amp; Payroll Wires/ACH</b>                   |                                                       | <b>\$ 7,008,266.20</b> |

\*Payroll Wires - transactions represent; employee payroll, payment of benefits, payroll taxes and other related payroll benefits.

## **PAYROLL CHECK PROCESSING LOG**

\\cordata\administrative\_services\Staff Reports\2019 Staff Reports\10-15-19\[19CkLog-copy.xlsx]Payroll Cks

Bank 3 - System Checks

| Check       |                  |                  | # Checks    |               |                   |  | ADD           | DELETE      | Void Ck          |                   |
|-------------|------------------|------------------|-------------|---------------|-------------------|--|---------------|-------------|------------------|-------------------|
| <u>Date</u> | <u>Beg Check</u> | <u>End Check</u> | <u>Used</u> | <u>Run ID</u> | <u>Run Amount</u> |  | <u>Manual</u> | <u>Void</u> | <u>Orig Date</u> | <u>Orig Payee</u> |
| 03-Oct-19   | 156755           | 156761           | 7           | 651           | 19,525.46         |  |               |             |                  | Deduction         |

Sort: CHECK #  
CHECK DATECITY OF RICHLAND  
NOD Register  
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Payroll Type : REGULAR

| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 002      | 156209  | X      | \$2,257.40 | 10/03/2019 | 3759       |      |
| 3    | 002      | 156210  | X      | \$1,879.52 | 10/03/2019 | 3681       |      |
| 3    | 002      | 156211  | X      | \$780.96   | 10/03/2019 | 4083       |      |
| 3    | 002      | 156212  | X      | \$47.48    | 10/03/2019 | 4929       |      |
| 3    | 002      | 156213  | X      | \$3,873.39 | 10/03/2019 | 4562       |      |
| 3    | 002      | 156214  | X      | \$1,229.91 | 10/03/2019 | 4895       |      |
| 3    | 003      | 156215  | X      | \$1,292.55 | 10/03/2019 | 4941       |      |
| 3    | 003      | 156216  | X      | \$2,985.66 | 10/03/2019 | 4369       |      |
| 3    | 003      | 156217  | X      | \$1,989.03 | 10/03/2019 | 4575       |      |
| 3    | 004      | 156218  | X      | \$4,409.86 | 10/03/2019 | 4185       |      |
| 3    | 004      | 156219  | X      | \$1,819.93 | 10/03/2019 | 3322       |      |
| 3    | 004      | 156220  | X      | \$1,383.67 | 10/03/2019 | 4736       |      |
| 3    | 004      | 156221  | X      | \$4,504.40 | 10/03/2019 | 3885       |      |
| 3    | 006      | 156222  | X      | \$565.20   | 10/03/2019 | 4965       |      |
| 3    | 006      | 156223  | X      | \$1,647.65 | 10/03/2019 | 4901       |      |
| 3    | 006      | 156224  | X      | \$886.27   | 10/03/2019 | 4774       |      |
| 3    | 006      | 156225  | X      | \$385.42   | 10/03/2019 | 3709       |      |
| 3    | 006      | 156226  | X      | \$743.11   | 10/03/2019 | 4539       |      |
| 3    | 006      | 156227  | X      | \$726.39   | 10/03/2019 | 4968       |      |
| 3    | 006      | 156228  | X      | \$663.13   | 10/03/2019 | 3688       |      |
| 3    | 006      | 156229  | X      | \$668.55   | 10/03/2019 | 4975       |      |
| 3    | 006      | 156230  | X      | \$2,364.80 | 10/03/2019 | 2156       |      |
| 3    | 006      | 156231  | X      | \$2,095.55 | 10/03/2019 | 4102       |      |
| 3    | 006      | 156232  | X      | \$3,157.18 | 10/03/2019 | 3836       |      |
| 3    | 006      | 156233  | X      | \$439.26   | 10/03/2019 | 4930       |      |
| 3    | 006      | 156234  | X      | \$931.49   | 10/03/2019 | 4541       |      |
| 3    | 006      | 156235  | X      | \$1,453.17 | 10/03/2019 | 4029       |      |
| 3    | 006      | 156236  | X      | \$730.57   | 10/03/2019 | 4952       |      |
| 3    | 006      | 156237  | X      | \$1,561.03 | 10/03/2019 | 3690       |      |
| 3    | 006      | 156238  | X      | \$1,385.29 | 10/03/2019 | 3828       |      |
| 3    | 006      | 156239  | X      | \$1,436.48 | 10/03/2019 | 4204       |      |
| 3    | 006      | 156240  | X      | \$1,572.04 | 10/03/2019 | 4092       |      |
| 3    | 006      | 156241  | X      | \$1,715.58 | 10/03/2019 | 4461       |      |
| 3    | 006      | 156242  | X      | \$844.89   | 10/03/2019 | 4756       |      |
| 3    | 006      | 156243  | X      | \$1,651.32 | 10/03/2019 | 3516       |      |
| 3    | 006      | 156244  | X      | \$823.25   | 10/03/2019 | 4540       |      |
| 3    | 006      | 156245  | X      | \$1,894.18 | 10/03/2019 | 1834       |      |
| 3    | 006      | 156246  | X      | \$1,585.31 | 10/03/2019 | 4731       |      |
| 3    | 006      | 156247  | X      | \$830.27   | 10/03/2019 | 4946       |      |
| 3    | 006      | 156248  | X      | \$1,530.02 | 10/03/2019 | 4130       |      |
| 3    | 006      | 156249  | X      | \$1,258.43 | 10/03/2019 | 4035       |      |
| 3    | 006      | 156250  | X      | \$854.42   | 10/03/2019 | 4932       |      |
| 3    | 006      | 156251  | X      | \$2,746.56 | 10/03/2019 | 4375       |      |
| 3    | 006      | 156252  | X      | \$1,070.33 | 10/03/2019 | 4550       |      |
| 3    | 006      | 156253  | X      | \$1,481.39 | 10/03/2019 | 4109       |      |
| 3    | 006      | 156254  | X      | \$1,064.49 | 10/03/2019 | 3635       |      |
| 3    | 006      | 156255  | X      | \$1,696.57 | 10/03/2019 | 3699       |      |
| 3    | 006      | 156256  | X      | \$1,374.32 | 10/03/2019 | 4667       |      |
| 3    | 006      | 156257  | X      | \$853.52   | 10/03/2019 | 4825       |      |
| 3    | 007      | 156258  | X      | \$1,799.67 | 10/03/2019 | 4361       |      |
| 3    | 007      | 156259  | X      | \$3,295.10 | 10/03/2019 | 4426       |      |

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Payroll Type : REGULAR

| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 007      | 156260  | X      | \$1,024.33 | 10/03/2019 | 4717       |      |
| 3    | 010      | 156261  | X      | \$3,953.01 | 10/03/2019 | 4517       |      |
| 3    | 010      | 156262  | X      | \$2,207.16 | 10/03/2019 | 4719       |      |
| 3    | 010      | 156263  | X      | \$1,237.83 | 10/03/2019 | 4974       |      |
| 3    | 010      | 156264  | X      | \$1,313.62 | 10/03/2019 | 4835       |      |
| 3    | 010      | 156265  | X      | \$1,066.84 | 10/03/2019 | 4949       |      |
| 3    | 010      | 156266  | X      | \$1,401.64 | 10/03/2019 | 4810       |      |
| 3    | 010      | 156267  | X      | \$1,092.63 | 10/03/2019 | 2798       |      |
| 3    | 010      | 156268  | X      | \$1,428.04 | 10/03/2019 | 4940       |      |
| 3    | 010      | 156269  | X      | \$1,295.19 | 10/03/2019 | 4715       |      |
| 3    | 010      | 156270  | X      | \$2,474.78 | 10/03/2019 | 3755       |      |
| 3    | 010      | 156271  | X      | \$1,035.34 | 10/03/2019 | 4690       |      |
| 3    | 010      | 156272  | X      | \$2,099.26 | 10/03/2019 | 4622       |      |
| 3    | 010      | 156273  | X      | \$1,251.87 | 10/03/2019 | 4583       |      |
| 3    | 010      | 156274  | X      | \$1,778.48 | 10/03/2019 | 4178       |      |
| 3    | 010      | 156275  | X      | \$1,137.60 | 10/03/2019 | 4960       |      |
| 3    | 010      | 156276  | X      | \$2,234.82 | 10/03/2019 | 4067       |      |
| 3    | 010      | 156277  | X      | \$1,284.51 | 10/03/2019 | 4840       |      |
| 3    | 010      | 156278  | X      | \$1,690.95 | 10/03/2019 | 4728       |      |
| 3    | 010      | 156279  | X      | \$1,186.40 | 10/03/2019 | 4449       |      |
| 3    | 011      | 156280  | X      | \$320.77   | 10/03/2019 | 3960       |      |
| 3    | 011      | 156281  | X      | \$1,661.36 | 10/03/2019 | 4809       |      |
| 3    | 011      | 156282  | X      | \$1,406.87 | 10/03/2019 | 3000       |      |
| 3    | 011      | 156283  | X      | \$1,520.20 | 10/03/2019 | 3110       |      |
| 3    | 011      | 156284  | X      | \$1,804.47 | 10/03/2019 | 4502       |      |
| 3    | 011      | 156285  | X      | \$1,230.59 | 10/03/2019 | 3499       |      |
| 3    | 011      | 156286  | X      | \$2,503.76 | 10/03/2019 | 4466       |      |
| 3    | 011      | 156287  | X      | \$1,662.50 | 10/03/2019 | 4915       |      |
| 3    | 012      | 156288  | X      | \$1,246.04 | 10/03/2019 | 4602       |      |
| 3    | 012      | 156289  | X      | \$1,816.88 | 10/03/2019 | 4611       |      |
| 3    | 012      | 156290  | X      | \$866.84   | 10/03/2019 | 3721       |      |
| 3    | 012      | 156291  | X      | \$1,475.29 | 10/03/2019 | 4537       |      |
| 3    | 013      | 156292  | X      | \$598.08   | 10/03/2019 | 4982       |      |
| 3    | 013      | 156293  | X      | \$1,688.59 | 10/03/2019 | 4823       |      |
| 3    | 013      | 156294  | X      | \$473.36   | 10/03/2019 | 4873       |      |
| 3    | 013      | 156295  | X      | \$1,200.83 | 10/03/2019 | 4792       |      |
| 3    | 013      | 156296  | X      | \$142.95   | 10/03/2019 | 4919       |      |
| 3    | 013      | 156297  | X      | \$1,574.92 | 10/03/2019 | 4135       |      |
| 3    | 013      | 156298  | X      | \$579.04   | 10/03/2019 | 4492       |      |
| 3    | 013      | 156299  | X      | \$1,282.22 | 10/03/2019 | 4713       |      |
| 3    | 013      | 156300  | X      | \$141.97   | 10/03/2019 | 4754       |      |
| 3    | 013      | 156301  | X      | \$141.97   | 10/03/2019 | 4892       |      |
| 3    | 013      | 156302  | X      | \$1,881.32 | 10/03/2019 | 4824       |      |
| 3    | 013      | 156303  | X      | \$1,312.45 | 10/03/2019 | 4143       |      |
| 3    | 013      | 156304  | X      | \$2,155.94 | 10/03/2019 | 2921       |      |
| 3    | 013      | 156305  | X      | \$131.95   | 10/03/2019 | 4939       |      |
| 3    | 013      | 156306  | X      | \$131.95   | 10/03/2019 | 4889       |      |
| 3    | 013      | 156307  | X      | \$927.51   | 10/03/2019 | 3973       |      |
| 3    | 013      | 156308  | X      | \$1,351.67 | 10/03/2019 | 4289       |      |
| 3    | 013      | 156309  | X      | \$490.79   | 10/03/2019 | 4898       |      |
| 3    | 013      | 156310  | X      | \$3,466.10 | 10/03/2019 | 3736       |      |

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Payroll Type : REGULAR

| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 013      | 156311  | X      | \$522.13   | 10/03/2019 | 4868       |      |
| 3    | 013      | 156312  | X      | \$142.95   | 10/03/2019 | 4936       |      |
| 3    | 013      | 156313  | X      | \$86.64    | 10/03/2019 | 2599       |      |
| 3    | 013      | 156314  | X      | \$141.97   | 10/03/2019 | 4890       |      |
| 3    | 015      | 156315  | X      | \$1,726.93 | 10/03/2019 | 4470       |      |
| 3    | 015      | 156316  | X      | \$2,039.35 | 10/03/2019 | 3177       |      |
| 3    | 015      | 156317  | X      | \$2,391.30 | 10/03/2019 | 4666       |      |
| 3    | 015      | 156318  | X      | \$1,646.70 | 10/03/2019 | 2751       |      |
| 3    | 015      | 156319  | X      | \$1,714.68 | 10/03/2019 | 3563       |      |
| 3    | 015      | 156320  | X      | \$265.05   | 10/03/2019 | 4959       |      |
| 3    | 015      | 156321  | X      | \$1,595.38 | 10/03/2019 | 2434       |      |
| 3    | 015      | 156322  | X      | \$1,395.69 | 10/03/2019 | 3344       |      |
| 3    | 015      | 156323  | X      | \$324.72   | 10/03/2019 | 4597       |      |
| 3    | 015      | 156324  | X      | \$2,698.86 | 10/03/2019 | 4747       |      |
| 3    | 015      | 156325  | X      | \$984.21   | 10/03/2019 | 4056       |      |
| 3    | 015      | 156326  | X      | \$1,486.49 | 10/03/2019 | 4916       |      |
| 3    | 015      | 156327  | X      | \$1,438.80 | 10/03/2019 | 4653       |      |
| 3    | 015      | 156328  | X      | \$812.95   | 10/03/2019 | 3649       |      |
| 3    | 015      | 156329  | X      | \$1,359.65 | 10/03/2019 | 4973       |      |
| 3    | 015      | 156330  | X      | \$1,689.77 | 10/03/2019 | 4798       |      |
| 3    | 015      | 156331  | X      | \$1,403.42 | 10/03/2019 | 3875       |      |
| 3    | 015      | 156332  | X      | \$1,496.73 | 10/03/2019 | 4797       |      |
| 3    | 015      | 156333  | X      | \$1,588.79 | 10/03/2019 | 3352       |      |
| 3    | 015      | 156334  | X      | \$1,768.43 | 10/03/2019 | 3533       |      |
| 3    | 015      | 156335  | X      | \$1,598.44 | 10/03/2019 | 4945       |      |
| 3    | 015      | 156336  | X      | \$1,549.65 | 10/03/2019 | 4912       |      |
| 3    | 015      | 156337  | X      | \$1,366.13 | 10/03/2019 | 3980       |      |
| 3    | 015      | 156338  | X      | \$1,630.52 | 10/03/2019 | 4646       |      |
| 3    | 015      | 156339  | X      | \$1,619.54 | 10/03/2019 | 4793       |      |
| 3    | 015      | 156340  | X      | \$1,771.13 | 10/03/2019 | 3435       |      |
| 3    | 015      | 156341  | X      | \$1,018.72 | 10/03/2019 | 4495       |      |
| 3    | 015      | 156342  | X      | \$1,564.80 | 10/03/2019 | 4351       |      |
| 3    | 015      | 156343  | X      | \$1,391.19 | 10/03/2019 | 4908       |      |
| 3    | 015      | 156344  | X      | \$873.35   | 10/03/2019 | 4760       |      |
| 3    | 015      | 156345  | X      | \$1,531.51 | 10/03/2019 | 3933       |      |
| 3    | 015      | 156346  | X      | \$1,712.36 | 10/03/2019 | 3576       |      |
| 3    | 015      | 156347  | X      | \$1,672.63 | 10/03/2019 | 4844       |      |
| 3    | 015      | 156348  | X      | \$1,663.80 | 10/03/2019 | 3455       |      |
| 3    | 016      | 156349  | X      | \$1,882.89 | 10/03/2019 | 4817       |      |
| 3    | 016      | 156350  | X      | \$1,673.94 | 10/03/2019 | 3679       |      |
| 3    | 016      | 156351  | X      | \$1,667.88 | 10/03/2019 | 3760       |      |
| 3    | 016      | 156352  | X      | \$2,990.47 | 10/03/2019 | 3814       |      |
| 3    | 016      | 156353  | X      | \$1,967.16 | 10/03/2019 | 4587       |      |
| 3    | 016      | 156354  | X      | \$1,150.67 | 10/03/2019 | 4340       |      |
| 3    | 016      | 156355  | X      | \$2,751.14 | 10/03/2019 | 4669       |      |
| 3    | 016      | 156356  | X      | \$2,220.81 | 10/03/2019 | 4523       |      |
| 3    | 016      | 156357  | X      | \$2,545.36 | 10/03/2019 | 3528       |      |
| 3    | 016      | 156358  | X      | \$4,688.31 | 10/03/2019 | 3308       |      |
| 3    | 016      | 156359  | X      | \$2,366.70 | 10/03/2019 | 3567       |      |
| 3    | 016      | 156360  | X      | \$3,164.31 | 10/03/2019 | 3764       |      |
| 3    | 016      | 156361  | X      | \$1,649.32 | 10/03/2019 | 4923       |      |

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| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 016      | 156362  | X      | \$3,063.40 | 10/03/2019 | 4499       |      |
| 3    | 016      | 156363  | X      | \$3,663.04 | 10/03/2019 | 3601       |      |
| 3    | 016      | 156364  | X      | \$2,268.79 | 10/03/2019 | 4524       |      |
| 3    | 016      | 156365  | X      | \$2,809.02 | 10/03/2019 | 4522       |      |
| 3    | 016      | 156366  | X      | \$1,407.92 | 10/03/2019 | 4053       |      |
| 3    | 016      | 156367  | X      | \$3,471.15 | 10/03/2019 | 3972       |      |
| 3    | 016      | 156368  | X      | \$4,285.31 | 10/03/2019 | 3493       |      |
| 3    | 016      | 156369  | X      | \$2,167.43 | 10/03/2019 | 2897       |      |
| 3    | 016      | 156370  | X      | \$2,295.12 | 10/03/2019 | 2978       |      |
| 3    | 016      | 156371  | X      | \$2,504.82 | 10/03/2019 | 4520       |      |
| 3    | 016      | 156372  | X      | \$2,618.10 | 10/03/2019 | 3612       |      |
| 3    | 016      | 156373  | X      | \$2,583.66 | 10/03/2019 | 3965       |      |
| 3    | 016      | 156374  | X      | \$2,318.44 | 10/03/2019 | 4585       |      |
| 3    | 016      | 156375  | X      | \$209.73   | 10/03/2019 | 3761       |      |
| 3    | 016      | 156376  | X      | \$2,646.31 | 10/03/2019 | 4150       |      |
| 3    | 016      | 156377  | X      | \$3,890.04 | 10/03/2019 | 2380       |      |
| 3    | 016      | 156378  | X      | \$2,456.42 | 10/03/2019 | 2935       |      |
| 3    | 016      | 156379  | X      | \$1,962.67 | 10/03/2019 | 3309       |      |
| 3    | 016      | 156380  | X      | \$3,997.10 | 10/03/2019 | 4586       |      |
| 3    | 016      | 156381  | X      | \$3,372.36 | 10/03/2019 | 3600       |      |
| 3    | 016      | 156382  | X      | \$3,382.76 | 10/03/2019 | 3832       |      |
| 3    | 016      | 156383  | X      | \$2,006.49 | 10/03/2019 | 4815       |      |
| 3    | 016      | 156384  | X      | \$2,103.51 | 10/03/2019 | 4318       |      |
| 3    | 016      | 156385  | X      | \$1,983.98 | 10/03/2019 | 4453       |      |
| 3    | 016      | 156386  | X      | \$2,444.98 | 10/03/2019 | 4500       |      |
| 3    | 016      | 156387  | X      | \$2,676.13 | 10/03/2019 | 4887       |      |
| 3    | 016      | 156388  | X      | \$2,558.94 | 10/03/2019 | 4497       |      |
| 3    | 016      | 156389  | X      | \$3,634.72 | 10/03/2019 | 2765       |      |
| 3    | 016      | 156390  | X      | \$3,184.99 | 10/03/2019 | 3116       |      |
| 3    | 016      | 156391  | X      | \$2,891.34 | 10/03/2019 | 4584       |      |
| 3    | 016      | 156392  | X      | \$2,767.36 | 10/03/2019 | 3763       |      |
| 3    | 016      | 156393  | X      | \$2,981.12 | 10/03/2019 | 4816       |      |
| 3    | 016      | 156394  | X      | \$4,098.09 | 10/03/2019 | 3506       |      |
| 3    | 016      | 156395  | X      | \$1,938.48 | 10/03/2019 | 4623       |      |
| 3    | 016      | 156396  | X      | \$1,770.49 | 10/03/2019 | 4906       |      |
| 3    | 016      | 156397  | X      | \$1,794.22 | 10/03/2019 | 2694       |      |
| 3    | 016      | 156398  | X      | \$2,847.88 | 10/03/2019 | 3057       |      |
| 3    | 016      | 156399  | X      | \$2,620.44 | 10/03/2019 | 3311       |      |
| 3    | 016      | 156400  | X      | \$1,893.12 | 10/03/2019 | 3762       |      |
| 3    | 016      | 156401  | X      | \$4,052.02 | 10/03/2019 | 4291       |      |
| 3    | 016      | 156402  | X      | \$3,760.76 | 10/03/2019 | 4521       |      |
| 3    | 016      | 156403  | X      | \$2,381.86 | 10/03/2019 | 4307       |      |
| 3    | 016      | 156404  | X      | \$2,571.68 | 10/03/2019 | 4498       |      |
| 3    | 016      | 156405  | X      | \$1,235.11 | 10/03/2019 | 4899       |      |
| 3    | 016      | 156406  | X      | \$859.52   | 10/03/2019 | 4076       |      |
| 3    | 016      | 156407  | X      | \$3,396.99 | 10/03/2019 | 3765       |      |
| 3    | 016      | 156408  | X      | \$2,230.72 | 10/03/2019 | 4454       |      |
| 3    | 016      | 156409  | X      | \$2,353.61 | 10/03/2019 | 4505       |      |
| 3    | 016      | 156410  | X      | \$4,621.30 | 10/03/2019 | 3206       |      |
| 3    | 016      | 156411  | X      | \$1,866.39 | 10/03/2019 | 4924       |      |
| 3    | 016      | 156412  | X      | \$3,955.54 | 10/03/2019 | 3207       |      |



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| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 016      | 156413  | X      | \$3,119.49 | 10/03/2019 | 4360       |      |
| 3    | 017      | 156414  | X      | \$1,376.62 | 10/03/2019 | 4937       |      |
| 3    | 017      | 156415  | X      | \$2,331.84 | 10/03/2019 | 4129       |      |
| 3    | 017      | 156416  | X      | \$1,661.13 | 10/03/2019 | 3340       |      |
| 3    | 017      | 156417  | X      | \$2,645.62 | 10/03/2019 | 4088       |      |
| 3    | 017      | 156418  | X      | \$2,120.71 | 10/03/2019 | 3896       |      |
| 3    | 017      | 156419  | X      | \$2,559.04 | 10/03/2019 | 3353       |      |
| 3    | 017      | 156420  | X      | \$3,703.12 | 10/03/2019 | 4000       |      |
| 3    | 017      | 156421  | X      | \$1,539.31 | 10/03/2019 | 4362       |      |
| 3    | 017      | 156422  | X      | \$2,886.25 | 10/03/2019 | 3295       |      |
| 3    | 017      | 156423  | X      | \$4,178.61 | 10/03/2019 | 4947       |      |
| 3    | 017      | 156424  | X      | \$2,611.21 | 10/03/2019 | 4834       |      |
| 3    | 017      | 156425  | X      | \$1,860.47 | 10/03/2019 | 3524       |      |
| 3    | 017      | 156426  | X      | \$3,014.80 | 10/03/2019 | 4745       |      |
| 3    | 017      | 156427  | X      | \$3,481.78 | 10/03/2019 | 2202       |      |
| 3    | 017      | 156428  | X      | \$2,261.55 | 10/03/2019 | 4184       |      |
| 3    | 017      | 156429  | X      | \$1,561.57 | 10/03/2019 | 4433       |      |
| 3    | 017      | 156430  | X      | \$3,012.55 | 10/03/2019 | 4127       |      |
| 3    | 017      | 156431  | X      | \$3,086.96 | 10/03/2019 | 4183       |      |
| 3    | 017      | 156432  | X      | \$1,996.43 | 10/03/2019 | 4787       |      |
| 3    | 017      | 156433  | X      | \$2,565.88 | 10/03/2019 | 4943       |      |
| 3    | 017      | 156434  | X      | \$4,032.75 | 10/03/2019 | 3821       |      |
| 3    | 017      | 156435  | X      | \$3,969.14 | 10/03/2019 | 4345       |      |
| 3    | 017      | 156436  | X      | \$2,572.35 | 10/03/2019 | 3855       |      |
| 3    | 017      | 156437  | X      | \$2,960.69 | 10/03/2019 | 4874       |      |
| 3    | 017      | 156438  | X      | \$3,889.54 | 10/03/2019 | 4701       |      |
| 3    | 017      | 156439  | X      | \$1,400.26 | 10/03/2019 | 4746       |      |
| 3    | 017      | 156440  | X      | \$2,194.03 | 10/03/2019 | 3473       |      |
| 3    | 017      | 156441  | X      | \$1,661.80 | 10/03/2019 | 4772       |      |
| 3    | 017      | 156442  | X      | \$2,837.12 | 10/03/2019 | 3856       |      |
| 3    | 017      | 156443  | X      | \$1,691.54 | 10/03/2019 | 4366       |      |
| 3    | 017      | 156444  | X      | \$1,394.17 | 10/03/2019 | 4574       |      |
| 3    | 017      | 156445  | X      | \$2,870.81 | 10/03/2019 | 2709       |      |
| 3    | 017      | 156446  | X      | \$4,587.83 | 10/03/2019 | 4398       |      |
| 3    | 017      | 156447  | X      | \$2,313.51 | 10/03/2019 | 4665       |      |
| 3    | 017      | 156448  | X      | \$4,164.57 | 10/03/2019 | 3803       |      |
| 3    | 017      | 156449  | X      | \$2,243.19 | 10/03/2019 | 3901       |      |
| 3    | 017      | 156450  | X      | \$1,422.10 | 10/03/2019 | 4432       |      |
| 3    | 017      | 156451  | X      | \$2,157.66 | 10/03/2019 | 4904       |      |
| 3    | 017      | 156452  | X      | \$2,147.56 | 10/03/2019 | 4900       |      |
| 3    | 017      | 156453  | X      | \$3,200.94 | 10/03/2019 | 3902       |      |
| 3    | 017      | 156454  | X      | \$3,146.43 | 10/03/2019 | 3894       |      |
| 3    | 017      | 156455  | X      | \$2,146.93 | 10/03/2019 | 3804       |      |
| 3    | 017      | 156456  | X      | \$2,631.50 | 10/03/2019 | 4515       |      |
| 3    | 017      | 156457  | X      | \$3,012.51 | 10/03/2019 | 4080       |      |
| 3    | 017      | 156458  | X      | \$3,212.27 | 10/03/2019 | 4075       |      |
| 3    | 017      | 156459  | X      | \$2,569.25 | 10/03/2019 | 3356       |      |
| 3    | 017      | 156460  | X      | \$3,821.44 | 10/03/2019 | 4394       |      |
| 3    | 017      | 156461  | X      | \$2,301.80 | 10/03/2019 | 3651       |      |
| 3    | 017      | 156462  | X      | \$1,188.77 | 10/03/2019 | 4944       |      |
| 3    | 017      | 156463  | X      | \$2,429.37 | 10/03/2019 | 4271       |      |

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Payroll Type : REGULAR

| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 017      | 156464  | X      | \$2,411.11 | 10/03/2019 | 3413       |      |
| 3    | 017      | 156465  | X      | \$1,128.31 | 10/03/2019 | 4230       |      |
| 3    | 017      | 156466  | X      | \$2,420.89 | 10/03/2019 | 4270       |      |
| 3    | 017      | 156467  | X      | \$3,622.64 | 10/03/2019 | 4113       |      |
| 3    | 017      | 156468  | X      | \$2,720.37 | 10/03/2019 | 4016       |      |
| 3    | 017      | 156469  | X      | \$2,656.86 | 10/03/2019 | 3306       |      |
| 3    | 017      | 156470  | X      | \$2,985.78 | 10/03/2019 | 4296       |      |
| 3    | 017      | 156471  | X      | \$2,088.00 | 10/03/2019 | 4599       |      |
| 3    | 017      | 156472  | X      | \$1,201.35 | 10/03/2019 | 4894       |      |
| 3    | 017      | 156473  | X      | \$3,053.11 | 10/03/2019 | 4235       |      |
| 3    | 017      | 156474  | X      | \$520.96   | 10/03/2019 | 4357       |      |
| 3    | 017      | 156475  | X      | \$1,313.79 | 10/03/2019 | 4813       |      |
| 3    | 017      | 156476  | X      | \$2,097.00 | 10/03/2019 | 4496       |      |
| 3    | 017      | 156477  | X      | \$2,441.62 | 10/03/2019 | 4519       |      |
| 3    | 017      | 156478  | X      | \$2,988.18 | 10/03/2019 | 4684       |      |
| 3    | 017      | 156479  | X      | \$2,414.70 | 10/03/2019 | 4535       |      |
| 3    | 017      | 156480  | X      | \$2,491.71 | 10/03/2019 | 4114       |      |
| 3    | 017      | 156481  | X      | \$3,522.04 | 10/03/2019 | 4128       |      |
| 3    | 017      | 156482  | X      | \$2,346.38 | 10/03/2019 | 4896       |      |
| 3    | 017      | 156483  | X      | \$3,550.03 | 10/03/2019 | 3746       |      |
| 3    | 017      | 156484  | X      | \$3,743.11 | 10/03/2019 | 3964       |      |
| 3    | 017      | 156485  | X      | \$2,545.64 | 10/03/2019 | 4536       |      |
| 3    | 017      | 156486  | X      | \$3,494.71 | 10/03/2019 | 2885       |      |
| 3    | 017      | 156487  | X      | \$1,392.36 | 10/03/2019 | 3904       |      |
| 3    | 017      | 156488  | X      | \$2,663.51 | 10/03/2019 | 3903       |      |
| 3    | 017      | 156489  | X      | \$1,131.87 | 10/03/2019 | 4872       |      |
| 3    | 017      | 156490  | X      | \$3,172.76 | 10/03/2019 | 4103       |      |
| 3    | 017      | 156491  | X      | \$2,302.34 | 10/03/2019 | 4967       |      |
| 3    | 021      | 156492  | X      | \$1,939.67 | 10/03/2019 | 4234       |      |
| 3    | 021      | 156493  | X      | \$2,699.27 | 10/03/2019 | 4332       |      |
| 3    | 021      | 156494  | X      | \$2,718.62 | 10/03/2019 | 4913       |      |
| 3    | 021      | 156495  | X      | \$2,206.42 | 10/03/2019 | 4981       |      |
| 3    | 021      | 156496  | X      | \$1,499.50 | 10/03/2019 | 4452       |      |
| 3    | 021      | 156497  | X      | \$2,730.18 | 10/03/2019 | 4216       |      |
| 3    | 021      | 156498  | X      | \$1,974.95 | 10/03/2019 | 4687       |      |
| 3    | 021      | 156499  | X      | \$1,379.72 | 10/03/2019 | 4238       |      |
| 3    | 021      | 156500  | X      | \$2,516.15 | 10/03/2019 | 4223       |      |
| 3    | 021      | 156501  | X      | \$2,012.48 | 10/03/2019 | 3456       |      |
| 3    | 021      | 156502  | X      | \$1,334.96 | 10/03/2019 | 4724       |      |
| 3    | 021      | 156503  | X      | \$1,900.86 | 10/03/2019 | 4762       |      |
| 3    | 021      | 156504  | X      | \$2,548.19 | 10/03/2019 | 3738       |      |
| 3    | 021      | 156505  | X      | \$2,384.62 | 10/03/2019 | 3541       |      |
| 3    | 023      | 156506  | X      | \$2,970.85 | 10/03/2019 | 4487       |      |
| 3    | 023      | 156507  | X      | \$2,882.61 | 10/03/2019 | 3185       |      |
| 3    | 023      | 156508  | X      | \$1,223.79 | 10/03/2019 | 4526       |      |
| 3    | 023      | 156509  | X      | \$2,468.61 | 10/03/2019 | 4326       |      |
| 3    | 023      | 156510  | X      | \$4,093.93 | 10/03/2019 | 4140       |      |
| 3    | 023      | 156511  | X      | \$2,026.43 | 10/03/2019 | 4790       |      |
| 3    | 023      | 156512  | X      | \$2,893.37 | 10/03/2019 | 4596       |      |
| 3    | 023      | 156513  | X      | \$1,740.12 | 10/03/2019 | 3551       |      |
| 3    | 023      | 156514  | X      | \$1,352.95 | 10/03/2019 | 2942       |      |

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Payroll Type : REGULAR

| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 023      | 156515  | X      | \$3,001.86 | 10/03/2019 | 3444       |      |
| 3    | 023      | 156516  | X      | \$1,874.46 | 10/03/2019 | 3818       |      |
| 3    | 023      | 156517  | X      | \$3,148.77 | 10/03/2019 | 4436       |      |
| 3    | 023      | 156518  | X      | \$2,262.91 | 10/03/2019 | 4948       |      |
| 3    | 023      | 156519  | X      | \$2,298.31 | 10/03/2019 | 3970       |      |
| 3    | 023      | 156520  | X      | \$1,876.94 | 10/03/2019 | 3324       |      |
| 3    | 023      | 156521  | X      | \$3,142.11 | 10/03/2019 | 4683       |      |
| 3    | 023      | 156522  | X      | \$1,035.68 | 10/03/2019 | 4335       |      |
| 3    | 023      | 156523  | X      | \$1,580.68 | 10/03/2019 | 4761       |      |
| 3    | 023      | 156524  | X      | \$3,541.45 | 10/03/2019 | 4342       |      |
| 3    | 023      | 156525  | X      | \$1,208.52 | 10/03/2019 | 3781       |      |
| 3    | 023      | 156526  | X      | \$3,137.65 | 10/03/2019 | 4329       |      |
| 3    | 023      | 156527  | X      | \$3,231.43 | 10/03/2019 | 4805       |      |
| 3    | 023      | 156528  | X      | \$2,692.75 | 10/03/2019 | 3944       |      |
| 3    | 023      | 156529  | X      | \$1,324.93 | 10/03/2019 | 4830       |      |
| 3    | 023      | 156530  | X      | \$2,607.91 | 10/03/2019 | 4734       |      |
| 3    | 023      | 156531  | X      | \$2,141.25 | 10/03/2019 | 4702       |      |
| 3    | 023      | 156532  | X      | \$1,369.01 | 10/03/2019 | 4727       |      |
| 3    | 023      | 156533  | X      | \$600.82   | 10/03/2019 | 3531       |      |
| 3    | 023      | 156534  | X      | \$581.78   | 10/03/2019 | 4269       |      |
| 3    | 023      | 156535  | X      | \$2,337.69 | 10/03/2019 | 4826       |      |
| 3    | 023      | 156536  | X      | \$3,244.67 | 10/03/2019 | 4254       |      |
| 3    | 023      | 156537  | X      | \$2,397.09 | 10/03/2019 | 4491       |      |
| 3    | 023      | 156538  | X      | \$1,189.02 | 10/03/2019 | 4807       |      |
| 3    | 023      | 156539  | X      | \$2,648.11 | 10/03/2019 | 3216       |      |
| 3    | 023      | 156540  | X      | \$4,200.62 | 10/03/2019 | 4175       |      |
| 3    | 023      | 156541  | X      | \$2,803.89 | 10/03/2019 | 4475       |      |
| 3    | 023      | 156542  | X      | \$1,945.09 | 10/03/2019 | 3999       |      |
| 3    | 023      | 156543  | X      | \$3,849.22 | 10/03/2019 | 4055       |      |
| 3    | 023      | 156544  | X      | \$1,341.49 | 10/03/2019 | 4795       |      |
| 3    | 023      | 156545  | X      | \$2,172.71 | 10/03/2019 | 3945       |      |
| 3    | 023      | 156546  | X      | \$1,613.89 | 10/03/2019 | 4241       |      |
| 3    | 023      | 156547  | X      | \$3,087.49 | 10/03/2019 | 4688       |      |
| 3    | 023      | 156548  | X      | \$3,196.04 | 10/03/2019 | 4327       |      |
| 3    | 026      | 156549  | X      | \$2,299.19 | 10/03/2019 | 4845       |      |
| 3    | 026      | 156550  | X      | \$1,903.58 | 10/03/2019 | 4697       |      |
| 3    | 026      | 156551  | X      | \$2,021.70 | 10/03/2019 | 4507       |      |
| 3    | 026      | 156552  | X      | \$1,166.82 | 10/03/2019 | 4074       |      |
| 3    | 026      | 156553  | X      | \$2,589.96 | 10/03/2019 | 4791       |      |
| 3    | 026      | 156554  | X      | \$246.10   | 10/03/2019 | 4073       |      |
| 3    | 026      | 156555  | X      | \$2,426.75 | 10/03/2019 | 3805       |      |
| 3    | 026      | 156556  | X      | \$1,523.67 | 10/03/2019 | 3354       |      |
| 3    | 026      | 156557  | X      | \$242.23   | 10/03/2019 | 4848       |      |
| 3    | 026      | 156558  | X      | \$1,104.78 | 10/03/2019 | 4031       |      |
| 3    | 026      | 156559  | X      | \$3,198.54 | 10/03/2019 | 3741       |      |
| 3    | 026      | 156560  | X      | \$1,547.92 | 10/03/2019 | 4276       |      |
| 3    | 026      | 156561  | X      | \$1,961.64 | 10/03/2019 | 4870       |      |
| 3    | 026      | 156562  | X      | \$1,151.60 | 10/03/2019 | 4871       |      |
| 3    | 026      | 156563  | X      | \$1,416.19 | 10/03/2019 | 4836       |      |
| 3    | 026      | 156564  | X      | \$2,438.71 | 10/03/2019 | 3685       |      |
| 3    | 026      | 156565  | X      | \$1,487.41 | 10/03/2019 | 4911       |      |

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| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 026      | 156566  | X      | \$2,034.92 | 10/03/2019 | 2800       |      |
| 3    | 026      | 156567  | X      | \$4,182.37 | 10/03/2019 | 3265       |      |
| 3    | 026      | 156568  | X      | \$1,395.03 | 10/03/2019 | 2996       |      |
| 3    | 026      | 156569  | X      | \$1,166.05 | 10/03/2019 | 4942       |      |
| 3    | 026      | 156570  | X      | \$1,905.58 | 10/03/2019 | 3912       |      |
| 3    | 026      | 156571  | X      | \$2,608.71 | 10/03/2019 | 3318       |      |
| 3    | 026      | 156572  | X      | \$1,052.59 | 10/03/2019 | 3981       |      |
| 3    | 026      | 156573  | X      | \$1,647.16 | 10/03/2019 | 4822       |      |
| 3    | 026      | 156574  | X      | \$1,425.75 | 10/03/2019 | 4467       |      |
| 3    | 027      | 156575  | X      | \$1,767.40 | 10/03/2019 | 3646       |      |
| 3    | 027      | 156576  | X      | \$1,699.66 | 10/03/2019 | 3905       |      |
| 3    | 027      | 156577  | X      | \$771.48   | 10/03/2019 | 3941       |      |
| 3    | 027      | 156578  | X      | \$2,226.50 | 10/03/2019 | 4808       |      |
| 3    | 027      | 156579  | X      | \$1,298.54 | 10/03/2019 | 4404       |      |
| 3    | 027      | 156580  | X      | \$1,632.88 | 10/03/2019 | 4316       |      |
| 3    | 027      | 156581  | X      | \$1,941.65 | 10/03/2019 | 3470       |      |
| 3    | 027      | 156582  | X      | \$1,628.28 | 10/03/2019 | 3454       |      |
| 3    | 027      | 156583  | X      | \$2,408.69 | 10/03/2019 | 3503       |      |
| 3    | 027      | 156584  | X      | \$1,828.21 | 10/03/2019 | 3517       |      |
| 3    | 027      | 156585  | X      | \$1,804.35 | 10/03/2019 | 4363       |      |
| 3    | 027      | 156586  | X      | \$1,564.79 | 10/03/2019 | 4914       |      |
| 3    | 027      | 156587  | X      | \$1,382.44 | 10/03/2019 | 4833       |      |
| 3    | 027      | 156588  | X      | \$1,893.96 | 10/03/2019 | 2992       |      |
| 3    | 027      | 156589  | X      | \$760.07   | 10/03/2019 | 3826       |      |
| 3    | 027      | 156590  | X      | \$1,558.38 | 10/03/2019 | 1995       |      |
| 3    | 027      | 156591  | X      | \$1,847.91 | 10/03/2019 | 4563       |      |
| 3    | 027      | 156592  | X      | \$1,142.01 | 10/03/2019 | 4615       |      |
| 3    | 027      | 156593  | X      | \$1,382.48 | 10/03/2019 | 4373       |      |
| 3    | 027      | 156594  | X      | \$1,394.74 | 10/03/2019 | 3876       |      |
| 3    | 027      | 156595  | X      | \$1,561.91 | 10/03/2019 | 3578       |      |
| 3    | 027      | 156596  | X      | \$1,311.13 | 10/03/2019 | 4242       |      |
| 3    | 027      | 156597  | X      | \$621.13   | 10/03/2019 | 4983       |      |
| 3    | 028      | 156598  | X      | \$1,772.80 | 10/03/2019 | 2836       |      |
| 3    | 028      | 156599  | X      | \$1,779.72 | 10/03/2019 | 3728       |      |
| 3    | 028      | 156600  | X      | \$1,439.85 | 10/03/2019 | 2297       |      |
| 3    | 028      | 156601  | X      | \$1,699.86 | 10/03/2019 | 3780       |      |
| 3    | 028      | 156602  | X      | \$1,794.14 | 10/03/2019 | 2887       |      |
| 3    | 028      | 156603  | X      | \$1,331.11 | 10/03/2019 | 3865       |      |
| 3    | 028      | 156604  | X      | \$1,506.44 | 10/03/2019 | 4101       |      |
| 3    | 028      | 156605  | X      | \$1,293.25 | 10/03/2019 | 4560       |      |
| 3    | 028      | 156606  | X      | \$1,665.00 | 10/03/2019 | 4300       |      |
| 3    | 028      | 156607  | X      | \$171.59   | 10/03/2019 | 4876       |      |
| 3    | 028      | 156608  | X      | \$1,785.31 | 10/03/2019 | 4951       |      |
| 3    | 028      | 156609  | X      | \$1,456.85 | 10/03/2019 | 4504       |      |
| 3    | 028      | 156610  | X      | \$1,569.35 | 10/03/2019 | 4660       |      |
| 3    | 028      | 156611  | X      | \$478.47   | 10/03/2019 | 4386       |      |
| 3    | 028      | 156612  | X      | \$1,555.00 | 10/03/2019 | 4448       |      |
| 3    | 028      | 156613  | X      | \$1,413.40 | 10/03/2019 | 4641       |      |
| 3    | 028      | 156614  | X      | \$1,906.56 | 10/03/2019 | 4440       |      |
| 3    | 028      | 156615  | X      | \$869.11   | 10/03/2019 | 4169       |      |
| 3    | 028      | 156616  | X      | \$1,467.96 | 10/03/2019 | 3988       |      |

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| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 028      | 156617  | X      | \$1,436.41 | 10/03/2019 | 4025       |      |
| 3    | 028      | 156618  | X      | \$1,460.10 | 10/03/2019 | 1973       |      |
| 3    | 028      | 156619  | X      | \$1,983.88 | 10/03/2019 | 4100       |      |
| 3    | 028      | 156620  | X      | \$1,704.57 | 10/03/2019 | 4933       |      |
| 3    | 028      | 156621  | X      | \$1,581.66 | 10/03/2019 | 4643       |      |
| 3    | 028      | 156622  | X      | \$1,032.12 | 10/03/2019 | 4533       |      |
| 3    | 028      | 156623  | X      | \$1,022.73 | 10/03/2019 | 3778       |      |
| 3    | 028      | 156624  | X      | \$1,789.78 | 10/03/2019 | 4709       |      |
| 3    | 028      | 156625  | X      | \$402.91   | 10/03/2019 | 3749       |      |
| 3    | 028      | 156626  | X      | \$1,383.81 | 10/03/2019 | 4548       |      |
| 3    | 028      | 156627  | X      | \$1,063.44 | 10/03/2019 | 4934       |      |
| 3    | 029      | 156628  | X      | \$1,244.92 | 10/03/2019 | 4689       |      |
| 3    | 029      | 156629  | X      | \$1,483.64 | 10/03/2019 | 4233       |      |
| 3    | 029      | 156630  | X      | \$1,980.81 | 10/03/2019 | 4196       |      |
| 3    | 029      | 156631  | X      | \$1,723.19 | 10/03/2019 | 4616       |      |
| 3    | 029      | 156632  | X      | \$1,807.80 | 10/03/2019 | 4568       |      |
| 3    | 029      | 156633  | X      | \$1,392.31 | 10/03/2019 | 3747       |      |
| 3    | 029      | 156634  | X      | \$1,561.24 | 10/03/2019 | 3740       |      |
| 3    | 029      | 156635  | X      | \$1,722.18 | 10/03/2019 | 4503       |      |
| 3    | 029      | 156636  | X      | \$1,639.42 | 10/03/2019 | 4789       |      |
| 3    | 029      | 156637  | X      | \$2,506.34 | 10/03/2019 | 3730       |      |
| 3    | 032      | 156638  | X      | \$1,646.84 | 10/03/2019 | 3771       |      |
| 3    | 032      | 156639  | X      | \$2,428.52 | 10/03/2019 | 4902       |      |
| 3    | 032      | 156640  | X      | \$1,321.02 | 10/03/2019 | 4828       |      |
| 3    | 032      | 156641  | X      | \$1,609.63 | 10/03/2019 | 4691       |      |
| 3    | 032      | 156642  | X      | \$2,570.26 | 10/03/2019 | 4006       |      |
| 3    | 032      | 156643  | X      | \$2,153.38 | 10/03/2019 | 3883       |      |
| 3    | 032      | 156644  | X      | \$3,510.92 | 10/03/2019 | 4281       |      |
| 3    | 032      | 156645  | X      | \$1,064.80 | 10/03/2019 | 4012       |      |
| 3    | 032      | 156646  | X      | \$1,756.09 | 10/03/2019 | 4165       |      |
| 3    | 032      | 156647  | X      | \$2,309.73 | 10/03/2019 | 4374       |      |
| 3    | 032      | 156648  | X      | \$2,415.94 | 10/03/2019 | 4177       |      |
| 3    | 032      | 156649  | X      | \$721.36   | 10/03/2019 | 4832       |      |
| 3    | 032      | 156650  | X      | \$2,014.75 | 10/03/2019 | 4694       |      |
| 3    | 032      | 156651  | X      | \$835.53   | 10/03/2019 | 3858       |      |
| 3    | 032      | 156652  | X      | \$2,148.23 | 10/03/2019 | 4485       |      |
| 3    | 032      | 156653  | X      | \$2,844.16 | 10/03/2019 | 4013       |      |
| 3    | 032      | 156654  | X      | \$2,380.73 | 10/03/2019 | 4333       |      |
| 3    | 032      | 156655  | X      | \$1,732.68 | 10/03/2019 | 3468       |      |
| 3    | 035      | 156656  | X      | \$1,892.74 | 10/03/2019 | 4976       |      |
| 3    | 035      | 156657  | X      | \$1,551.52 | 10/03/2019 | 3831       |      |
| 3    | 035      | 156658  | X      | \$1,278.62 | 10/03/2019 | 4802       |      |
| 3    | 035      | 156659  | X      | \$3,596.02 | 10/03/2019 | 3853       |      |
| 3    | 035      | 156660  | X      | \$1,589.94 | 10/03/2019 | 4707       |      |
| 3    | 035      | 156661  | X      | \$1,711.08 | 10/03/2019 | 4606       |      |
| 3    | 035      | 156662  | X      | \$1,634.36 | 10/03/2019 | 4620       |      |
| 3    | 035      | 156663  | X      | \$1,834.51 | 10/03/2019 | 4542       |      |
| 3    | 035      | 156664  | X      | \$1,270.20 | 10/03/2019 | 3787       |      |
| 3    | 035      | 156665  | X      | \$3,058.30 | 10/03/2019 | 3848       |      |
| 3    | 035      | 156666  | X      | \$2,491.04 | 10/03/2019 | 4893       |      |
| 3    | 035      | 156667  | X      | \$1,581.26 | 10/03/2019 | 3866       |      |

Sort: CHECK #  
CHECK DATECITY OF RICHLAND  
NOD Register  
For 10/03/2019 - 10/03/2019

Payroll Type : REGULAR

| Bank | Location | Check # | Status | Amount     | Check Date | Employee # | Name |
|------|----------|---------|--------|------------|------------|------------|------|
| 3    | 036      | 156668  | X      | \$2,229.98 | 10/03/2019 | 4738       |      |
| 3    | 036      | 156669  | X      | \$1,977.34 | 10/03/2019 | 4040       |      |
| 3    | 036      | 156670  | X      | \$3,491.38 | 10/03/2019 | 4673       |      |
| 3    | 036      | 156671  | X      | \$2,093.14 | 10/03/2019 | 3534       |      |
| 3    | 036      | 156672  | X      | \$1,450.10 | 10/03/2019 | 3058       |      |
| 3    | 036      | 156673  | X      | \$1,829.02 | 10/03/2019 | 3482       |      |
| 3    | 036      | 156674  | X      | \$1,811.33 | 10/03/2019 | 4566       |      |
| 3    | 036      | 156675  | X      | \$1,160.76 | 10/03/2019 | 4978       |      |
| 3    | 036      | 156676  | X      | \$606.75   | 10/03/2019 | 4262       |      |
| 3    | 036      | 156677  | X      | \$2,064.62 | 10/03/2019 | 4883       |      |
| 3    | 036      | 156678  | X      | \$24.72    | 10/03/2019 | 4979       |      |
| 3    | 036      | 156679  | X      | \$2,148.89 | 10/03/2019 | 4001       |      |
| 3    | 036      | 156680  | X      | \$967.53   | 10/03/2019 | 3489       |      |
| 3    | 036      | 156681  | X      | \$2,522.17 | 10/03/2019 | 4043       |      |
| 3    | 036      | 156682  | X      | \$2,709.16 | 10/03/2019 | 4104       |      |
| 3    | 036      | 156683  | X      | \$1,502.77 | 10/03/2019 | 4723       |      |
| 3    | 036      | 156684  | X      | \$1,613.55 | 10/03/2019 | 4069       |      |
| 3    | 036      | 156685  | X      | \$1,490.52 | 10/03/2019 | 3020       |      |
| 3    | 036      | 156686  | X      | \$1,690.33 | 10/03/2019 | 3808       |      |
| 3    | 036      | 156687  | X      | \$1,140.25 | 10/03/2019 | 4980       |      |
| 3    | 036      | 156688  | X      | \$1,719.33 | 10/03/2019 | 4927       |      |
| 3    | 036      | 156689  | X      | \$1,095.36 | 10/03/2019 | 4527       |      |
| 3    | 036      | 156690  | X      | \$1,387.58 | 10/03/2019 | 4950       |      |
| 3    | 036      | 156691  | X      | \$992.42   | 10/03/2019 | 4925       |      |
| 3    | 036      | 156692  | X      | \$2,953.83 | 10/03/2019 | 3813       |      |
| 3    | 036      | 156693  | X      | \$2,150.53 | 10/03/2019 | 4878       |      |
| 3    | 036      | 156694  | X      | \$2,001.04 | 10/03/2019 | 3816       |      |
| 3    | 036      | 156695  | X      | \$1,031.61 | 10/03/2019 | 4321       |      |
| 3    | 036      | 156696  | X      | \$2,459.19 | 10/03/2019 | 4884       |      |
| 3    | 036      | 156697  | X      | \$1,479.07 | 10/03/2019 | 3729       |      |
| 3    | 036      | 156698  | X      | \$2,441.84 | 10/03/2019 | 3852       |      |
| 3    | 036      | 156699  | X      | \$754.94   | 10/03/2019 | 4977       |      |
| 3    | 036      | 156700  | X      | \$2,912.87 | 10/03/2019 | 4320       |      |
| 3    | 036      | 156701  | X      | \$1,273.35 | 10/03/2019 | 4071       |      |
| 3    | 036      | 156702  | X      | \$2,518.30 | 10/03/2019 | 3011       |      |
| 3    | 036      | 156703  | X      | \$959.09   | 10/03/2019 | 3015       |      |
| 3    | 036      | 156704  | X      | \$2,043.44 | 10/03/2019 | 4804       |      |
| 3    | 036      | 156705  | X      | \$2,300.52 | 10/03/2019 | 4885       |      |
| 3    | 036      | 156706  | X      | \$478.09   | 10/03/2019 | 3604       |      |
| 3    | 036      | 156707  | X      | \$1,608.62 | 10/03/2019 | 4818       |      |
| 3    | 036      | 156708  | X      | \$1,612.13 | 10/03/2019 | 4796       |      |
| 3    | 036      | 156709  | X      | \$1,413.79 | 10/03/2019 | 3009       |      |
| 3    | 036      | 156710  | X      | \$2,219.55 | 10/03/2019 | 4039       |      |
| 3    | 036      | 156711  | X      | \$1,350.29 | 10/03/2019 | 4601       |      |
| 3    | 036      | 156712  | X      | \$651.14   | 10/03/2019 | 3253       |      |
| 3    | 036      | 156713  | X      | \$1,613.33 | 10/03/2019 | 3800       |      |
| 3    | 036      | 156714  | X      | \$1,008.88 | 10/03/2019 | 4881       |      |
| 3    | 036      | 156715  | X      | \$1,948.95 | 10/03/2019 | 4661       |      |
| 3    | 036      | 156716  | X      | \$1,768.95 | 10/03/2019 | 4877       |      |
| 3    | 036      | 156717  | X      | \$1,378.04 | 10/03/2019 | 4721       |      |
| 3    | 036      | 156718  | X      | \$1,337.82 | 10/03/2019 | 4820       |      |

Sort: CHECK #  
CHECK DATECITY OF RICHLAND  
NOD Register  
For 10/03/2019 - 10/03/2019

Payroll Type : REGULAR

| Bank               | Location | Check # | Status | Amount       | Check Date     | Employee # | Name |
|--------------------|----------|---------|--------|--------------|----------------|------------|------|
| 3                  | 039      | 156719  | X      | \$1,659.04   | 10/03/2019     | 3642       |      |
| 3                  | 039      | 156720  | X      | \$1,754.61   | 10/03/2019     | 3359       |      |
| 3                  | 039      | 156721  | X      | \$1,032.62   | 10/03/2019     | 4142       |      |
| 3                  | 039      | 156722  | X      | \$2,497.49   | 10/03/2019     | 4609       |      |
| 3                  | 039      | 156723  | X      | \$1,266.26   | 10/03/2019     | 4938       |      |
| 3                  | 041      | 156724  | X      | \$1,776.70   | 10/03/2019     | 2130       |      |
| 3                  | 041      | 156725  | X      | \$748.04     | 10/03/2019     | 4799       |      |
| 3                  | 041      | 156726  | X      | \$448.21     | 10/03/2019     | 4292       |      |
| 3                  | 041      | 156727  | X      | \$1,539.07   | 10/03/2019     | 3050       |      |
| 3                  | 041      | 156728  | X      | \$598.63     | 10/03/2019     | 4712       |      |
| 3                  | 041      | 156729  | X      | \$186.77     | 10/03/2019     | 4954       |      |
| 3                  | 041      | 156730  | X      | \$966.88     | 10/03/2019     | 4051       |      |
| 3                  | 041      | 156731  | X      | \$277.64     | 10/03/2019     | 4961       |      |
| 3                  | 041      | 156732  | X      | \$77.03      | 10/03/2019     | 4953       |      |
| 3                  | 041      | 156733  | X      | \$1,684.20   | 10/03/2019     | 4531       |      |
| 3                  | 041      | 156734  | X      | \$394.80     | 10/03/2019     | 4970       |      |
| 3                  | 041      | 156735  | X      | \$799.80     | 10/03/2019     | 4897       |      |
| 3                  | 041      | 156736  | X      | \$145.53     | 10/03/2019     | 4971       |      |
| 3                  | 041      | 156737  | X      | \$695.01     | 10/03/2019     | 4704       |      |
| 3                  | 041      | 156738  | X      | \$994.75     | 10/03/2019     | 3661       |      |
| 3                  | 041      | 156739  | X      | \$1,617.49   | 10/03/2019     | 4180       |      |
| 3                  | 041      | 156740  | X      | \$1,618.07   | 10/03/2019     | 4778       |      |
| 3                  | 041      | 156741  | X      | \$4,450.97   | 10/03/2019     | 4514       |      |
| 3                  | 041      | 156742  | X      | \$663.94     | 10/03/2019     | 3911       |      |
| 3                  | 041      | 156743  | X      | \$1,063.84   | 10/03/2019     | 3918       |      |
| 3                  | 041      | 156744  | X      | \$639.03     | 10/03/2019     | 4910       |      |
| 3                  | 041      | 156745  | X      | \$1,587.89   | 10/03/2019     | 3745       |      |
| 3                  | 041      | 156746  | X      | \$1,050.17   | 10/03/2019     | 3366       |      |
| 3                  | 041      | 156747  | X      | \$982.04     | 10/03/2019     | 4511       |      |
| 3                  | 041      | 156748  | X      | \$777.87     | 10/03/2019     | 4172       |      |
| 3                  | 041      | 156749  | X      | \$753.53     | 10/03/2019     | 3739       |      |
| 3                  | 041      | 156750  | X      | \$652.97     | 10/03/2019     | 4280       |      |
| 3                  | 041      | 156751  | X      | \$1,404.60   | 10/03/2019     | 4777       |      |
| 3                  | 041      | 156752  | X      | \$427.73     | 10/03/2019     | 4853       |      |
| 3                  | 041      | 156753  | X      | \$209.09     | 10/03/2019     | 4339       |      |
| 3                  | 041      | 156754  | X      | \$154.20     | 10/03/2019     | 3460       |      |
| Total # of Checks: |          |         | 546    | Total Amount | \$1,023,622.96 |            |      |

Sort: CHECK #  
CHECK DATEPENSIONERS  
NOD Register  
For 09/30/2019 - 09/30/2019

Payroll Type : REGULAR

| Bank               | Location | Check # | Status | Amount       | Check Date  | Employee # | Name |
|--------------------|----------|---------|--------|--------------|-------------|------------|------|
| 3                  |          | 5225    | X      | \$792.94     | 09/30/2019  | 3338       |      |
| 3                  |          | 5226    | X      | \$762.33     | 09/30/2019  | 704        |      |
| 3                  |          | 5227    | X      | \$709.25     | 09/30/2019  | 675        |      |
| 3                  |          | 5228    | X      | \$472.93     | 09/30/2019  | 4268       |      |
| 3                  |          | 5229    | X      | \$1,029.03   | 09/30/2019  | 3453       |      |
| 3                  |          | 5230    | X      | \$567.40     | 09/30/2019  | 423        |      |
| 3                  |          | 5231    | X      | \$543.36     | 09/30/2019  | 87         |      |
| 3                  |          | 5232    | X      | \$689.50     | 09/30/2019  | 89         |      |
| 3                  |          | 5233    | X      | \$1,264.48   | 09/30/2019  | 3218       |      |
| 3                  |          | 5234    | X      | \$639.03     | 09/30/2019  | 3757       |      |
| 3                  |          | 5235    | X      | \$1,881.66   | 09/30/2019  | 35         |      |
| 3                  |          | 5236    | X      | \$720.83     | 09/30/2019  | 4918       |      |
| 3                  |          | 5237    | X      | \$945.56     | 09/30/2019  | 91         |      |
| 3                  |          | 5238    | X      | \$675.92     | 09/30/2019  | 985        |      |
| 3                  |          | 5239    | X      | \$985.36     | 09/30/2019  | 3597       |      |
| 3                  |          | 5240    | X      | \$939.02     | 09/30/2019  | 4236       |      |
| 3                  |          | 5241    | X      | \$2,740.64   | 09/30/2019  | 40         |      |
| 3                  |          | 5242    | X      | \$58.36      | 09/30/2019  | 4490       |      |
| 3                  |          | 5243    | X      | \$979.87     | 09/30/2019  | 3582       |      |
| 3                  |          | 5244    | X      | \$249.08     | 09/30/2019  | 3337       |      |
| 3                  |          | 5245    | X      | \$630.23     | 09/30/2019  | 4917       |      |
| 3                  |          | 5246    | X      | \$872.01     | 09/30/2019  | 927        |      |
| 3                  |          | 5247    | X      | \$376.94     | 09/30/2019  | 651        |      |
| 3                  |          | 5248    | X      | \$497.79     | 09/30/2019  | 2914       |      |
| 3                  |          | 5249    | X      | \$348.72     | 09/30/2019  | 868        |      |
| 3                  |          | 5250    | X      | \$146.62     | 09/30/2019  | 3542       |      |
| 3                  |          | 5251    | X      | \$894.58     | 09/30/2019  | 3187       |      |
| 3                  |          | 5252    | X      | \$1,132.78   | 09/30/2019  | 914        |      |
| 3                  |          | 5253    | X      | \$839.38     | 09/30/2019  | 4430       |      |
| 3                  |          | 5254    | X      | \$1,859.03   | 09/30/2019  | 777        |      |
| 3                  |          | 5255    | X      | \$368.68     | 09/30/2019  | 283        |      |
| 3                  |          | 5256    | X      | \$273.22     | 09/30/2019  | 557        |      |
| 3                  |          | 5257    | X      | \$680.76     | 09/30/2019  | 421        |      |
| Total # of Checks: |          |         | 33     | Total Amount | \$26,567.29 |            |      |





## COUNCIL AGENDA ITEM COVERSHEET

Council Date: 10/15/2019

Agenda Category: Items of Business

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

**Subject:**

Resolution No. 131-19, Adopting a Resolution in Opposition to Initiative Measure No. 976 on the November 5, 2019 General Election Ballot relating to Limiting State and Local Taxes, Fees and Charges relating to Vehicles

Department:  
City Manager

Ordinance/Resolution Number:  
131-19

Document Type:  
Resolution

**Recommended Motion:**

Adopt Resolution No. 131-19, expressing Richland City Council's opposition to Initiative No. 976 and encouraging the citizens of Richland to reject Initiative No. 976, a measure repealing or removing authority to impose certain vehicle taxes and fees; change vehicle valuation laws; and limit motor vehicle license fees to \$30 (except voter-approved changes) at the November 2019 General Election.

**Summary:**

The City formed a city-wide Transportation Benefit District (TBD) in 2017 and imposed a \$20.00 vehicle license fee to support the City's Pavement Preservation Program and to provide limited funding in support of the Duportail Bridge. The City's TBD began collecting money in January, 2018.

On March 19, 2018, Initiative No. 976 (the "Initiative") was filed with the Washington State Legislature. The Legislature did not act on the Initiative during the 2019 legislative session, which means that the Initiative will be placed on the November 5, 2019 General Election ballot for Washington State voters to decide.

If passed by the voters in the November 2019 General Election, Initiative No. 976 will eliminate the Richland TBD's authority to impose vehicle license fees and repeal the vehicle license fees already imposed by the City, resulting in a funding loss of approximately \$950,000 annually. Loss of TBD funding will impact the City's ability to maintain Richland's streets to appropriate standards.

RCW 42.17A.555 permits Richland City Council to oppose a ballot proposition at an open public meeting so long as notice of the meeting includes the title and number of the ballot proposition, and those expressing an opposing view are afforded an approximately equal opportunity to express an opinion.

During tonight's meeting, Council will open the floor for any citizen who wishes to speak in opposition to the City's proposed action to adopt Resolution No. 131-19.

**Fiscal Impact:**

Adopting Resolution No. 131-19 has no direct impact on the City's budget.

**Attachments:**

1. Resolution No. 131-19
2. Initiative Measure No. 976

## RESOLUTION NO. 131-19

A RESOLUTION of the City of Richland opposing Initiative Measure No. 976, an initiative seeking to repeal authority to impose certain vehicle taxes, change vehicle valuation laws, and limit motor vehicle license fees to \$30.00.

WHEREAS, as provided in chapter 36.73 RCW, the City formed a city-wide Transportation Benefit District (TBD) in 2017 and imposed a \$20.00 vehicle license fee to support the City's Pavement Preservation Program and to provide limited funding in support of the Duportail Bridge; and

WHEREAS, Initiative No. 976 (the "Initiative") was filed with the Washington State Legislature on March 19, 2018; and

WHEREAS, the Washington State Legislature did not act on the Initiative during the 2019 legislative session, thereby resulting in the Initiative being placed on the November 5, 2019 General Election ballot for Washington State voters to decide; and

WHEREAS, if passed by the voters in the November 2019 General Election, the Initiative would eliminate the Richland TBD's authority to impose vehicle license fees and repeal the vehicle license fees already imposed by the City, resulting in a funding loss of approximately \$950,000 annually; and

WHEREAS, loss of funding from the Richland TBD will impact the City's ability to maintain Richland's streets to acceptable standards; and

WHEREAS, RCW 42.17A.555 permits the City Council to oppose a ballot proposition at an open public meeting so long as notice of the meeting includes the title and number of the ballot proposition, and those expressing an opposing view are afforded an approximately equal opportunity to express an opinion.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the Richland City Council hereby expresses its opposition to Initiative No. 976 and encourages the citizens of Richland to reject Initiative No. 976, a measure repealing or removing authority to impose certain vehicle taxes and fees; change vehicle valuation laws; and limit motor vehicle license fees to \$30 (except voter-approved changes) at the November 2019 General Election.

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 15<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
ROBERT J. THOMPSON  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
TONI FULTON, Acting Deputy City Clerk

\_\_\_\_\_  
HEATHER KINTZLEY, City Attorney

# Initiative Measure No. 976, filed March 19, 2018

## **BRING BACK OUR \$30 CAR TABS**

AN ACT Relating to limiting state and local taxes, fees, and other charges relating to vehicles; amending RCW 46.17.350, 46.17.355, 46.17.323, 82.08.020, 82.44.065, 81.104.140, and 81.104.160; adding a new section to chapter 46.17 RCW; adding a new section to chapter 82.44 RCW; adding a new section to chapter 81.112 RCW; creating new sections; repealing RCW 46.17.365, 46.68.415, 82.80.130, 82.80.140, 82.44.035, and 81.104.160; and providing an effective date.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF WASHINGTON:

### **POLICIES AND PURPOSES**

NEW SECTION.      **Sec. 1.**      Voters have repeatedly approved initiatives limiting vehicle costs, yet politicians keep ignoring the voters' repeated, unambiguous mandate by imposing higher and

higher vehicle taxes and fees. It's not fair and it must stop. Without this follow-up ballot measure, vehicle costs will continue to skyrocket until vehicle charges are obscenely expensive, as they were prior to Initiative 695. This measure and each of its provisions limit state and local taxes, fees, and other charges relating to motor vehicles. This measure would limit annual motor vehicle license fees to \$30, except voter-approved charges, repeal and remove authority to impose certain vehicle taxes and charges; and base vehicle taxes on Kelley Blue Book rather than the dishonest, inaccurate, and artificially inflated manufacturer's suggested retail price (MSRP). Voters have repeatedly approved initiatives limiting vehicle costs. Politicians must learn to listen to the people.

**LIMITING ANNUAL MOTOR-VEHICLE-LICENSE FEES TO \$30,  
EXCEPT VOTER-APPROVED CHARGES**

NEW SECTION. **Sec. 2.** A new section is added to chapter 46.17 RCW to read as follows:

(1) State and local motor vehicle license fees may not exceed \$30 per year for motor vehicles, regardless of year, value, make, or model.

(2) For the purposes of this section, "state and local motor vehicle license fees" means the general license tab fees paid annually for licensing motor vehicles, including but not limited to cars, sport utility vehicles, light trucks under RCW 46.17.355, motorcycles, and motor homes, and do not include charges approved by voters after the effective date of this section. This annual fee must be paid and collected annually and is due at the time of initial and renewal vehicle registration.

**Sec. 3.** RCW 46.17.350 and 2014 c 30 s 2 are each amended to read as follows:

(1) Before accepting an application for a vehicle registration, the department, county auditor or other agent, or subagent appointed

by the director shall require the applicant, unless specifically exempt, to pay the following vehicle license fee by vehicle type:

| VEHICLE TYPE                                 | INITIAL FEE                             | RENEWAL FEE                             | DISTRIBUTED UNDER |
|----------------------------------------------|-----------------------------------------|-----------------------------------------|-------------------|
| (a) Auto stage, six seats or less            | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (b) Camper                                   | \$ 4.90                                 | \$ 3.50                                 | RCW 46.68.030     |
| (c) Commercial trailer                       | \$ <del>( 34.00 )</del><br><u>30.00</u> | \$ 30.00                                | RCW 46.68.035     |
| (d) For hire vehicle, six seats or less      | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (e) Mobile home (if registered)              | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (f) Moped                                    | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (g) Motor home                               | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (h) Motorcycle                               | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (i) Off-road vehicle                         | \$ 18.00                                | \$ 18.00                                | RCW 46.68.045     |
| (j) Passenger car                            | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (k) Private use single-axle trailer          | \$ 15.00                                | \$ 15.00                                | RCW 46.68.035     |
| (l) Snowmobile                               | \$ <del>( 50.00 )</del><br><u>30.00</u> | \$ <del>( 50.00 )</del><br><u>30.00</u> | RCW 46.68.350     |
| (m) Snowmobile, vintage                      | \$ 12.00                                | \$ 12.00                                | RCW 46.68.350     |
| (n) Sport utility vehicle                    | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (o) Tow truck                                | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (p) Trailer, over 2000 pounds                | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (q) Travel trailer                           | \$ 30.00                                | \$ 30.00                                | RCW 46.68.030     |
| (r) Wheeled all-terrain vehicle, on-road use | \$ 12.00                                | \$ 12.00                                | RCW 46.09.540     |

vehicle, off-road

use

(2) The vehicle license fee required in subsection (1) of this section is in addition to the filing fee required under RCW 46.17.005, and any other fee or tax required by law.

**Sec. 4.** RCW 46.17.355 and 2015 3rd sp.s. c 44 s 201 are each amended to read as follows:

(1)(a) For vehicle registrations that are due or become due before July 1, 2016, in lieu of the vehicle license fee required under RCW 46.17.350 and before accepting an application for a vehicle registration for motor vehicles described in RCW 46.16A.455, the department, county auditor or other agent, or subagent appointed by the director shall require the applicant, unless specifically exempt, to pay the following license fee by weight:

| WEIGHT        | SCHEDULE A | SCHEDULE B |
|---------------|------------|------------|
| 4,000 pounds  | \$ 38.00   | \$ 38.00   |
| 6,000 pounds  | \$ 48.00   | \$ 48.00   |
| 8,000 pounds  | \$ 58.00   | \$ 58.00   |
| 10,000 pounds | \$ 60.00   | \$ 60.00   |
| 12,000 pounds | \$ 77.00   | \$ 77.00   |
| 14,000 pounds | \$ 88.00   | \$ 88.00   |
| 16,000 pounds | \$ 100.00  | \$ 100.00  |
| 18,000 pounds | \$ 152.00  | \$ 152.00  |
| 20,000 pounds | \$ 169.00  | \$ 169.00  |
| 22,000 pounds | \$ 183.00  | \$ 183.00  |
| 24,000 pounds | \$ 198.00  | \$ 198.00  |
| 26,000 pounds | \$ 209.00  | \$ 209.00  |
| 28,000 pounds | \$ 247.00  | \$ 247.00  |
| 30,000 pounds | \$ 285.00  | \$ 285.00  |
| 32,000 pounds | \$ 344.00  | \$ 344.00  |
| 34,000 pounds | \$ 366.00  | \$ 366.00  |
| 36,000 pounds | \$ 397.00  | \$ 397.00  |
| 38,000 pounds | \$ 436.00  | \$ 436.00  |

|                |             |             |
|----------------|-------------|-------------|
| 40,000 pounds  | \$ 499.00   | \$ 499.00   |
| 42,000 pounds  | \$ 519.00   | \$ 609.00   |
| 44,000 pounds  | \$ 530.00   | \$ 620.00   |
| 46,000 pounds  | \$ 570.00   | \$ 660.00   |
| 48,000 pounds  | \$ 594.00   | \$ 684.00   |
| 50,000 pounds  | \$ 645.00   | \$ 735.00   |
| 52,000 pounds  | \$ 678.00   | \$ 768.00   |
| 54,000 pounds  | \$ 732.00   | \$ 822.00   |
| 56,000 pounds  | \$ 773.00   | \$ 863.00   |
| 58,000 pounds  | \$ 804.00   | \$ 894.00   |
| 60,000 pounds  | \$ 857.00   | \$ 947.00   |
| 62,000 pounds  | \$ 919.00   | \$ 1,009.00 |
| 64,000 pounds  | \$ 939.00   | \$ 1,029.00 |
| 66,000 pounds  | \$ 1,046.00 | \$ 1,136.00 |
| 68,000 pounds  | \$ 1,091.00 | \$ 1,181.00 |
| 70,000 pounds  | \$ 1,175.00 | \$ 1,265.00 |
| 72,000 pounds  | \$ 1,257.00 | \$ 1,347.00 |
| 74,000 pounds  | \$ 1,366.00 | \$ 1,456.00 |
| 76,000 pounds  | \$ 1,476.00 | \$ 1,566.00 |
| 78,000 pounds  | \$ 1,612.00 | \$ 1,702.00 |
| 80,000 pounds  | \$ 1,740.00 | \$ 1,830.00 |
| 82,000 pounds  | \$ 1,861.00 | \$ 1,951.00 |
| 84,000 pounds  | \$ 1,981.00 | \$ 2,071.00 |
| 86,000 pounds  | \$ 2,102.00 | \$ 2,192.00 |
| 88,000 pounds  | \$ 2,223.00 | \$ 2,313.00 |
| 90,000 pounds  | \$ 2,344.00 | \$ 2,434.00 |
| 92,000 pounds  | \$ 2,464.00 | \$ 2,554.00 |
| 94,000 pounds  | \$ 2,585.00 | \$ 2,675.00 |
| 96,000 pounds  | \$ 2,706.00 | \$ 2,796.00 |
| 98,000 pounds  | \$ 2,827.00 | \$ 2,917.00 |
| 100,000 pounds | \$ 2,947.00 | \$ 3,037.00 |
| 102,000 pounds | \$ 3,068.00 | \$ 3,158.00 |
| 104,000 pounds | \$ 3,189.00 | \$ 3,279.00 |
| 105,500 pounds | \$ 3,310.00 | \$ 3,400.00 |



(b) For vehicle registrations that are due or become due on or after July 1, 2016, in lieu of the vehicle license fee required under RCW 46.17.350 and before accepting an application for a vehicle registration for motor vehicles described in RCW 46.16A.455, the department, county auditor or other agent, or subagent appointed by the director shall require the applicant, unless specifically exempt, to pay the following license fee by gross weight:

| WEIGHT        | SCHEDULE A                               | SCHEDULE B                               |
|---------------|------------------------------------------|------------------------------------------|
| 4,000 pounds  | \$ ( ( <del>53.00</del> ) ) <u>30.00</u> | \$ ( ( <del>53.00</del> ) ) <u>30.00</u> |
| 6,000 pounds  | \$ ( ( <del>73.00</del> ) ) <u>30.00</u> | \$ ( ( <del>73.00</del> ) ) <u>30.00</u> |
| 8,000 pounds  | \$ ( ( <del>93.00</del> ) ) <u>30.00</u> | \$ ( ( <del>93.00</del> ) ) <u>30.00</u> |
| 10,000 pounds | \$ ( ( <del>93.00</del> ) ) <u>30.00</u> | \$ ( ( <del>93.00</del> ) ) <u>30.00</u> |
| 12,000 pounds | \$ 81.00                                 | \$ 81.00                                 |
| 14,000 pounds | \$ 88.00                                 | \$ 88.00                                 |
| 16,000 pounds | \$ 100.00                                | \$ 100.00                                |
| 18,000 pounds | \$ 152.00                                | \$ 152.00                                |
| 20,000 pounds | \$ 169.00                                | \$ 169.00                                |
| 22,000 pounds | \$ 183.00                                | \$ 183.00                                |
| 24,000 pounds | \$ 198.00                                | \$ 198.00                                |
| 26,000 pounds | \$ 209.00                                | \$ 209.00                                |
| 28,000 pounds | \$ 247.00                                | \$ 247.00                                |
| 30,000 pounds | \$ 285.00                                | \$ 285.00                                |
| 32,000 pounds | \$ 344.00                                | \$ 344.00                                |
| 34,000 pounds | \$ 366.00                                | \$ 366.00                                |
| 36,000 pounds | \$ 397.00                                | \$ 397.00                                |
| 38,000 pounds | \$ 436.00                                | \$ 436.00                                |
| 40,000 pounds | \$ 499.00                                | \$ 499.00                                |
| 42,000 pounds | \$ 519.00                                | \$ 609.00                                |
| 44,000 pounds | \$ 530.00                                | \$ 620.00                                |
| 46,000 pounds | \$ 570.00                                | \$ 660.00                                |
| 48,000 pounds | \$ 594.00                                | \$ 684.00                                |
| 50,000 pounds | \$ 645.00                                | \$ 735.00                                |
| 52,000 pounds | \$ 678.00                                | \$ 768.00                                |
| 54,000 pounds | \$ 732.00                                | \$ 822.00                                |
| 56,000 pounds | \$ 773.00                                | \$ 863.00                                |

|                |             |             |
|----------------|-------------|-------------|
| 58,000 pounds  | \$ 804.00   | \$ 894.00   |
| 60,000 pounds  | \$ 857.00   | \$ 947.00   |
| 62,000 pounds  | \$ 919.00   | \$ 1,009.00 |
| 64,000 pounds  | \$ 939.00   | \$ 1,029.00 |
| 66,000 pounds  | \$ 1,046.00 | \$ 1,136.00 |
| 68,000 pounds  | \$ 1,091.00 | \$ 1,181.00 |
| 70,000 pounds  | \$ 1,175.00 | \$ 1,265.00 |
| 72,000 pounds  | \$ 1,257.00 | \$ 1,347.00 |
| 74,000 pounds  | \$ 1,366.00 | \$ 1,456.00 |
| 76,000 pounds  | \$ 1,476.00 | \$ 1,566.00 |
| 78,000 pounds  | \$ 1,612.00 | \$ 1,702.00 |
| 80,000 pounds  | \$ 1,740.00 | \$ 1,830.00 |
| 82,000 pounds  | \$ 1,861.00 | \$ 1,951.00 |
| 84,000 pounds  | \$ 1,981.00 | \$ 2,071.00 |
| 86,000 pounds  | \$ 2,102.00 | \$ 2,192.00 |
| 88,000 pounds  | \$ 2,223.00 | \$ 2,313.00 |
| 90,000 pounds  | \$ 2,344.00 | \$ 2,434.00 |
| 92,000 pounds  | \$ 2,464.00 | \$ 2,554.00 |
| 94,000 pounds  | \$ 2,585.00 | \$ 2,675.00 |
| 96,000 pounds  | \$ 2,706.00 | \$ 2,796.00 |
| 98,000 pounds  | \$ 2,827.00 | \$ 2,917.00 |
| 100,000 pounds | \$ 2,947.00 | \$ 3,037.00 |
| 102,000 pounds | \$ 3,068.00 | \$ 3,158.00 |
| 104,000 pounds | \$ 3,189.00 | \$ 3,279.00 |
| 105,500 pounds | \$ 3,310.00 | \$ 3,400.00 |

(2) Schedule A applies to vehicles either used exclusively for hauling logs or that do not tow trailers. Schedule B applies to vehicles that tow trailers and are not covered under Schedule A.

(3) If the resultant gross weight is not listed in the table provided in subsection (1) of this section, it must be increased to the next higher weight.

(4) The license fees provided in subsection (1) of this section and the freight project fee provided in subsection (~~((6))~~) (7) of this section are in addition to the filing fee required under RCW 46.17.005 and any other fee or tax required by law.

(5) The license fees provided in subsection (1) of this section for light trucks weighing 10,000 pounds or less are limited to \$30.

(6) The license fee based on declared gross weight as provided in subsection (1) of this section must be distributed under RCW 46.68.035.

~~((6))~~ (7) For vehicle registrations that are due or become due on or after July 1, 2016, in addition to the license fee based on declared gross weight as provided in subsection (1) of this section, the department, county auditor or other agent, or subagent appointed by the director must require an applicant with a vehicle with a declared gross weight of more than 10,000 pounds, unless specifically exempt, to pay a freight project fee equal to fifteen percent of the license fee provided in subsection (1) of this section, rounded to the nearest whole dollar, which must be distributed under RCW 46.68.035.

~~((7))~~ (8) For vehicle registrations that are due or become due on or after July 1, 2022, in addition to the license fee based on declared gross weight as provided in subsection (1) of this section, the department, county auditor or other agent, or subagent appointed by the director must require an applicant with a vehicle with a declared gross weight of less than or equal to 12,000 pounds, unless specifically exempt, to pay an additional weight fee of ten dollars, which must be distributed under RCW 46.68.035.

**Sec. 5.** RCW 46.17.323 and 2015 3rd sp.s. c 44 s 203 are each amended to read as follows:

(1) Before accepting an application for an annual vehicle registration renewal for a vehicle that both (a) uses at least one method of propulsion that is capable of being reenergized by an external source of electricity and (b) is capable of traveling at least thirty miles using only battery power, the department, county auditor or other agent, or subagent appointed by the director must require the applicant to pay a ~~((one hundred dollar fee in addition to any other fees and taxes required by law))~~ \$30 fee. The ~~((one~~

~~hundred thirty dollar))~~ \$30 fee is due only at the time of annual registration renewal.

(2) This section only applies to a vehicle that is designed to have the capability to drive at a speed of more than thirty-five miles per hour.

~~(3)((a) The fee under this section is imposed to provide funds to mitigate the impact of vehicles on state roads and highways and for the purpose of evaluating the feasibility of transitioning from a revenue collection system based on fuel taxes to a road user assessment system, and is separate and distinct from other vehicle license fees. Proceeds from the fee must be used for highway purposes, and must be deposited in the motor vehicle fund created in RCW 46.68.070, subject to (b) of this subsection.~~

~~(b))~~ If in any year the amount of proceeds from the fee collected under this section exceeds one million dollars, the excess amount over one million dollars must be deposited as follows:

~~((i))~~ (a) Seventy percent to the motor vehicle fund created in RCW 46.68.070;

~~((ii))~~ (b) Fifteen percent to the transportation improvement account created in RCW 47.26.084; and

~~((iii))~~ (c) Fifteen percent to the rural arterial trust account created in RCW 36.79.020.

~~((4)(a) In addition to the fee established in subsection (1) of this section, before accepting an application for an annual vehicle registration renewal for a vehicle that both (i) uses at least one method of propulsion that is capable of being reenergized by an external source of electricity and (ii) is capable of traveling at least thirty miles using only battery power, the department, county auditor or other agent, or subagent appointed by the director must require the applicant to pay a fifty dollar fee.~~

~~(b) The fee required under (a) of this subsection must be distributed as follows:~~

~~(i) The first one million dollars raised by the fee must be deposited into the multimodal transportation account created in RCW 47.66.070; and~~

~~(ii) Any remaining amounts must be deposited into the motor vehicle fund created in RCW 46.68.070.~~

~~(5) This section applies to annual vehicle registration renewals until the effective date of enacted legislation that imposes a vehicle miles traveled fee or tax.))~~

**REPEAL AND REMOVE AUTHORITY TO IMPOSE  
CERTAIN VEHICLE TAXES AND CHARGES**

**Sec. 6.** The following acts or parts of acts are each repealed:

(1) RCW 46.17.365 (Motor vehicle weight fee—Motor home vehicle weight fee) and 2015 3rd sp.s. c 44 s 202 & 2010 c 161 s 533;

(2) RCW 46.68.415 (Motor vehicle weight fee, motor home vehicle weight fee—Disposition) and 2010 c 161 s 813;

(3) RCW 82.80.130 (Passenger-only ferry service—Local option motor vehicle excise tax authorized) and 2010 c 161 s 916, 2006 c 318 s 4, & 2003 c 83 s 206; and

(4) RCW 82.80.140 (Vehicle fee—Transportation benefit district—Exemptions) and 2015 3rd sp.s. c 44 s 310, 2010 c 161 s 917, 2007 c 329 s 2, & 2005 c 336 s 16.

**Sec. 7.** RCW 82.08.020 and 2014 c 140 s 12 are each amended to read as follows:

(1) There is levied and collected a tax equal to six and five-tenths percent of the selling price on each retail sale in this state of:

(a) Tangible personal property, unless the sale is specifically excluded from the RCW 82.04.050 definition of retail sale;

(b) Digital goods, digital codes, and digital automated services, if the sale is included within the RCW 82.04.050 definition of retail sale;

(c) Services, other than digital automated services, included within the RCW 82.04.050 definition of retail sale;

(d) Extended warranties to consumers; and

(e) Anything else, the sale of which is included within the RCW 82.04.050 definition of retail sale.

(2) There is levied and collected an additional tax on each retail car rental, regardless of whether the vehicle is licensed in this state, equal to five and nine-tenths percent of the selling price. The revenue collected under this subsection must be deposited in the multimodal transportation account created in RCW 47.66.070.

~~(3) ((Beginning July 1, 2003, there is levied and collected an additional tax of three-tenths of one percent of the selling price on each retail sale of a motor vehicle in this state, other than retail car rentals taxed under subsection (2) of this section. The revenue collected under this subsection must be deposited in the multimodal transportation account created in RCW 47.66.070.~~

~~(4) For purposes of subsection (3) of this section, "motor vehicle" has the meaning provided in RCW 46.04.320, but does not include:~~

~~(a) Farm tractors or farm vehicles as defined in RCW 46.04.180 and 46.04.181, unless the farm tractor or farm vehicle is for use in the production of marijuana;~~

~~(b) Off-road vehicles as defined in RCW 46.04.365;~~

~~(c) Nonhighway vehicles as defined in RCW 46.09.310; and~~

~~(d) Snowmobiles as defined in RCW 46.04.546.~~

~~(5))~~ Beginning on December 8, 2005, 0.16 percent of the taxes collected under subsection (1) of this section must be dedicated to funding comprehensive performance audits required under RCW 43.09.470. The revenue identified in this subsection must be deposited in the performance audits of government account created in RCW 43.09.475.

~~((6))~~ (4) The taxes imposed under this chapter apply to successive retail sales of the same property.

~~((7))~~ (5) The rates provided in this section apply to taxes imposed under chapter 82.12 RCW as provided in RCW 82.12.020.

#### **BASE VEHICLE TAXES USING KELLEY BLUE BOOK VALUE**

NEW SECTION. **Sec. 8.** A new section is added to chapter 82.44 RCW to read as follows:

(1) BASE VEHICLE TAXES USING KELLEY BLUE BOOK VALUE. Any motor vehicle excise tax must be calculated in an honest and accurate way so the burden on vehicle owners is not artificially inflated. For the purpose of determining a vehicle tax, a taxing district imposing a vehicle tax must set a vehicle's taxable value at the vehicle's base model Kelley Blue book value. This ensures an honest and accurate calculation of the tax and, combined with the appeal process in RCW 82.44.065, ensures that vehicle owners are taxed on their vehicle's market value.

(2) For the purpose of determining a tax under this chapter, the value of a truck-type power or trailing unit, or motor vehicle, including a passenger vehicle, motorcycle, motor home, sport utility vehicle, or light duty truck is the base model Kelley Blue book value of the vehicle, excluding applicable federal excise taxes, state and local sales or use taxes, transportation or shipping costs, or preparatory or delivery costs.

**Sec. 9.** RCW 82.44.065 and 2010 c 161 s 912 each amended to read as follows:

If the department determines a value for a vehicle (~~((equivalent to a manufacturer's base suggested retail price or the value of a truck or trailer under RCW 82.44.035))~~) under section 8 of this act, any person who pays a state or locally imposed tax for that vehicle may appeal the valuation to the department under chapter 34.05 RCW. If the taxpayer is successful on appeal, the department shall refund the excess tax in the manner provided in RCW 82.44.120. Using Kelley Blue Book value ensures an honest and accurate calculation.

NEW SECTION. **Sec. 10.** RCW 81.104.140 and 2015 3rd sp.s. c 44 s 318 are each amended to read as follows:

(1) Agencies authorized to provide high capacity transportation service, including transit agencies and regional transit authorities, and regional transportation investment districts acting

with the agreement of an agency, are hereby granted dedicated funding sources for such systems. These dedicated funding sources, as set forth in RCW 81.104.150, 81.104.160, 81.104.170, and 81.104.175, are authorized only for agencies located in (a) each county with a population of two hundred ten thousand or more and (b) each county with a population of from one hundred twenty-five thousand to less than two hundred ten thousand except for those counties that do not border a county with a population as described under (a) of this subsection. In any county with a population of one million or more or in any county having a population of four hundred thousand or more bordering a county with a population of one million or more, these funding sources may be imposed only by a regional transit authority or a regional transportation investment district. Regional transportation investment districts may, with the approval of the regional transit authority within its boundaries, impose the taxes authorized under this chapter, but only upon approval of the voters and to the extent that the maximum amount of taxes authorized under this chapter have not been imposed.

(2) Agencies planning to construct and operate a high capacity transportation system should also seek other funds, including federal, state, local, and private sector assistance.

(3) Funding sources should satisfy each of the following criteria to the greatest extent possible:

- (a) Acceptability;
- (b) Ease of administration;
- (c) Equity;
- (d) Implementation feasibility;
- (e) Revenue reliability; and
- (f) Revenue yield.

(4)(a) Agencies participating in regional high capacity transportation system development are authorized to levy and collect the following voter-approved local option funding sources:

- (i) Employer tax as provided in RCW 81.104.150, other than by regional transportation investment districts;
- (ii) ~~((Special motor vehicle excise tax as provided in RCW~~



~~81.104.160:~~

~~((iii))~~) Regular property tax as provided in 81.104.175; and

~~((iv))~~) (iii) Sales and use tax as provided in RCW 81.104.170.

(b) Revenues from these taxes may be used only to support those purposes prescribed in subsection (10) of this section. Before the date of an election authorizing an agency to impose any of the taxes enumerated in this section and authorized in RCW 81.104.150, 81.104.160, 81.104.170, and 81.104.175, the agency must comply with the process prescribed in RCW 81.104.100 (1) and (2) and 81.104.110. No construction on exclusive right-of-way may occur before the requirements of RCW 81.104.100(3) are met.

(5) Except for the regular property tax authorized in 81.104.175, the authorization in subsection (4) of this section may not adversely affect the funding authority of transit agencies not provided for in this chapter. Local option funds may be used to support implementation of interlocal agreements with respect to the establishment of regional high capacity transportation service. Except when a regional transit authority exists, local jurisdictions must retain control over moneys generated within their boundaries, although funds may be commingled with those generated in other areas for planning, construction, and operation of high capacity transportation systems as set forth in the agreements.

(6) Except for the regular property tax authorized in 81.104.175, agencies planning to construct and operate high capacity transportation systems may contract with the state for collection and transference of voter-approved local option revenue.

(7) Dedicated high capacity transportation funding sources authorized in RCW 81.104.150, 81.104.160, 81.104.170, and 81.104.175 are subject to voter approval by a simple majority. A single ballot proposition may seek approval for one or more of the authorized taxing sources. The ballot title must reference the document identified in subsection (8) of this section.

(8) Agencies must provide to the registered voters in the area a document describing the systems plan and the financing plan set forth in RCW 81.104.100. It must also describe the relationship of

the system to regional issues such as development density at station locations and activity centers, and the interrelationship of the system to adopted land use and transportation demand management goals within the region. This document must be provided to the voters at least twenty days prior to the date of the election.

(9) For any election in which voter approval is sought for a high capacity transportation system plan and financing plan pursuant to RCW 81.104.040, a local voter's pamphlet must be produced as provided in chapter 29A.32 RCW.

(10)(a) Agencies providing high capacity transportation service must retain responsibility for revenue encumbrance, disbursement, and bonding. Funds may be used for any purpose relating to planning, construction, and operation of high capacity transportation systems and commuter rail systems, personal rapid transit, busways, bus sets, and entrained and linked buses.

(b) A regional transit authority that (~~imposes a motor vehicle excise tax after the effective date of this section,~~) imposes a property tax(~~(7)~~) or increases a sales and use tax to more than nine-tenths of one percent must undertake a process in which the authority's board formally considers inclusion of the name, Scott White, in the naming convention associated with either the University of Washington or Roosevelt stations.

NEW SECTION. Sec. 11. The following acts or parts of acts are each repealed:

(1) RCW 82.44.035 (Valuation of vehicles) and 2010 c 161 s 910 & 2006 c 318 s 1; and

(2) RCW 81.104.160 (Motor vehicle excise tax for regional transit authorities---Sales and use tax on car rentals---Former motor vehicle excise tax repealed) and 2015 3rd sp.s. c 44 s 319, 2010 c 161 s 903, 2009 c 280 s 4, 2003 c 1 s 6 (Initiative Measure No. 776, approved November 5, 2002), & 1998 c 321 s 35 (Referendum Bill No. 49, approved November 3, 1998).

NEW SECTION. **Sec. 12.** A new section is added to chapter 81.112 RCW to read as follows:

In order to effectuate the policies, purposes, and intent of this act and to ensure that the motor vehicle excise taxes repealed by this act are no longer imposed or collected, an authority that imposes a motor vehicle excise tax under RCW 81.104.160 must fully retire, defease, or refinance any outstanding bonds issued under this chapter if:

(1) Any revenue collected prior to the effective date of this section from the motor vehicle excise tax imposed under RCW 81.104.160 has been pledged to such bonds; and

(2) The bonds, by virtue of the terms of the bond contract, covenants, or similar terms, may be retired or defeased early or refinanced.

**Sec. 13.** RCW 81.104.160 and 2015 3rd sp.s. c 44 s 319 are each amended to read as follows:

(1) Regional transit authorities that include a county with a population of more than one million five hundred thousand may submit an authorizing proposition to the voters, and if approved, may levy and collect an excise tax, at a rate approved by the voters, but not exceeding (~~((eight-tenths))~~) two-tenths of one percent on the value, under chapter 82.44 RCW, of every motor vehicle owned by a resident of the taxing district, solely for the purpose of providing high capacity transportation service. The maximum tax rate under this subsection does not include a motor vehicle excise tax approved before the effective date of this section if the tax will terminate on the date bond debt to which the tax is pledged is repaid. This tax does not apply to vehicles licensed under RCW 46.16A.455 except vehicles with an unladen weight of six thousand pounds or less, RCW 46.16A.425 or 46.17.335(2). Notwithstanding any other provision of this subsection or chapter 82.44 RCW, a motor vehicle excise tax imposed by a regional transit authority before or after the effective date of this section must comply with chapter 82.44 RCW as it existed on January 1, 1996, until December 31st of the year in

which the regional transit authority repays bond debt to which a motor vehicle excise tax was pledged before the effective date of this section. Motor vehicle taxes collected by regional transit authorities after December 31st of the year in which a regional transit authority repays bond debt to which a motor vehicle excise tax was pledged before the effective date of this section must comply with chapter 82.44 RCW as it existed on the date the tax was approved by voters.

(2) An agency and high capacity transportation corridor area may impose a sales and use tax solely for the purpose of providing high capacity transportation service, in addition to the tax authorized by RCW 82.14.030, upon retail car rentals within the applicable jurisdiction that are taxable by the state under chapters 82.08 and 82.12 RCW. The rate of tax may not exceed 2.172 percent. The rate of tax imposed under this subsection must bear the same ratio of the 2.172 percent authorized that the rate imposed under subsection (1) of this section bears to the rate authorized under subsection (1) of this section. The base of the tax is the selling price in the case of a sales tax or the rental value of the vehicle used in the case of a use tax.

(3) Any motor vehicle excise tax previously imposed under the provisions of RCW 81.104.160(1) shall be repealed, terminated, and expire on December 5, 2002, except for a motor vehicle excise tax for which revenues have been contractually pledged to repay a bonded debt issued before December 5, 2002, as determined by *Pierce County et al. v. State*, 159 Wn.2d 16, 148 P.3d 1002 (2006). In the case of bonds that were previously issued, the motor vehicle excise tax must comply with chapter 82.44 RCW as it existed on January 1, 1996.

(4) If a regional transit authority imposes the tax authorized under subsection (1) of this section, the authority may not receive any state grant funds provided in an omnibus transportation appropriations act except transit coordination grants created in chapter 11, Laws of 2015 3rd sp. sess.

NEW SECTION. **Sec. 14.** CONSTRUCTION CLAUSE. The provisions of this act are to be liberally construed to effectuate the intent, policies, and purposes of this act.

NEW SECTION. **Sec. 15.** SEVERABILITY CLAUSE. If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

NEW SECTION. **Sec. 16.** EFFECTIVE DATE. (1) Sections 10 and 11 of this act take effect on the date that the regional transit authority complies with section 12 of this act and retires, defeases, or refinances its outstanding bonds.

(2) Section 13 takes effect April 1, 2020, if sections 10 and 11 of this act have not taken effect by March 31, 2020.

(3) The regional transit authority must provide written notice of the effective dates of sections 10, 11, and 13 of this act to affected parties, the chief clerk of the house of representatives, the secretary of the senate, the office of the code reviser, and others as deemed appropriate by the regional transit authority.

NEW SECTION. **Sec. 17.** TITLE. This act is known and may be cited as "Bring Back Our \$30 Car Tabs."

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