



Agenda
City Council Regular Meeting
Tuesday, May 5, 2015
City Hall Council Chamber | 505 Swift Boulevard

City Council Pre-Meeting - 7:00 p.m. (Discussion Only – Annex Building)

Executive Session

1. Per RCW 42.30.110 (1) (ii): Discuss Current or Potential Litigation with Legal Counsel (15 minutes)
 - Heather Kintzley, City Attorney

Agenda Item:

2. Discuss Meeting Agenda Items (15 minutes)
 - City Council Members

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

Welcome and Roll Call

Pledge of Allegiance

Approval of Agenda: (Approved by Motion)

Presentations:

3. New Hire Introduction
 - Allison Jubb, Human Resources Director
4. Public Service Recognition Week Proclamation
 - Presented to Craig Cameron, Public Service Recognition Week Chairman
5. Older Americans Month Proclamation
 -

Public Hearing: (Please Limit Public Hearing Comments to 3 Minutes)

6. Proposed 2015-2017 Collective Bargaining Agreements With:
 - a. International Union of Operating Engineers (IUOE), Local Union No. 280 - Resolution No. 79-15
 - b. International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File - Resolution No. 78-15
 - c. IAFF, Local No. 1052 - Battalion Chiefs - Resolution No. 80-15
 - Allison Jubb, Human Resources Director
7. Proposed Increase in 2015 Budget Appropriations in Water and Wastewater Administration and the Capital Improvement Plan - Ordinance No. 26-15
 - Pete Rogalsky, Public Works Director

Public Comments: (Please Limit Public Comments to 2 Minutes)

Reception

8. Retirement of Deputy City Manager/Community Development Director Bill King (10 minutes)
 - Cindy Johnson, City Manager

Consent Calendar: (Approved by single vote or Council may pull items and transfer to Items of Business)

Minutes:

9. Approve the Minutes of the Council Meeting(s) held on April 21 and 28, 2015
 - Heather Kintzley, City Attorney

Ordinances - First Reading:

10. Ordinance No. 24-15, Amending 2015 Budget to Exclude Agency Funds
 - Cathleen Koch, Administrative Services Director
11. Ordinance 26-15, Increasing the 2015 Budget Appropriations in Wastewater and Water Funds Budgets and the Capital Improvement Plan
 - Pete Rogalsky, Public Works Director

Ordinances - Second Reading/Passage:

12. Ordinance No. 23-15, Amending Title 23: Zoning Regulations, Regarding Setbacks for Private Swimming Pools on Through Lots
 - Rick Simon, Development Services Manager

Resolutions – Adoption:

13. Resolution Nos. 78-15; 79-15; and 80-15, Proposed 2015-2017 Collective Bargaining Agreements with the International Union of Operating Engineers (IUOE), Local Union No. 280 (Res. No. 78-15); International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File (Res. No. 79-15); IAFF, Local No. 1052 - Battalion Chiefs (Res. No. 80-15).
 - Allison Jubb, Human Resources Director
14. Resolution No. 89-15, Authorizing the City Manager to Sign and Execute an Agreement with BPA for Maintenance and Operations of Shared Distribution Power Poles
 - Bob Hammond, Energy Services Director
15. Resolution No. 90-15, Approving 2015 Park Partnership Funding Awards
 - Phil Pinard, Planning and Capital Projects Manager
16. Resolution No. 96-15, Authorizing the City Manager to Sign and Execute an Agreement with Granite Construction, Inc. for \$225,910.40 for Construction of the Mountain View Lane Reconstruction Project
 - Pete Rogalsky, Public Works Director
17. Resolution No. 97-15, Authorizing the City Manager to Sign and Execute an Agreement with Culbert Construction, Inc. for \$1,724,876.94 for Construction of the Stevens Drive South Extension Project
 - Pete Rogalsky, Public Works Director

Expenditures - Approval:

18. Expenditures from April 13, 2015 - April 24, 2015 for \$7,115,562.53 including Check Nos. 222065-222415, Wire Nos. 5878-5885, Payroll Check Nos. 99950-99965, and Payroll Wire/ACH Nos. 8953-8966
- Cathleen Koch, Administrative Services Director

Items of Business:

19. Resolution No. 86-15, Approving the Trailhead Park Master Plan
- Phil Pinard, Planning and Capital Projects Manager

Reports and Comments:

1. City Manager
2. City Council
3. Mayor

Adjournment

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COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Agenda Item

Key Element:

Subject:

Discuss Meeting Agenda Items (15 minutes)

Department:

City Manager

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Presentations

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

New Hire Introduction

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

The newly hired employees able to attend this evening, will be introduced to Council.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Presentations

Key Element:

Subject:

Public Service Recognition Week Proclamation

Department:
City Attorney

Ordinance/Resolution Number:

Document Type:
Proclamation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Presentations

Key Element:

Subject:

Older Americans Month Proclamation

Department:

City Council

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

A proclamation claiming the month of May 2015 to be Older Americans Month.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Public Hearing

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Proposed 2015-2017 Collective Bargaining Agreements With:

- a. International Union of Operating Engineers (IUOE), Local Union No. 280 - Resolution No. 79-15
- b. International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File - Resolution No. 78-15
- c. IAFF, Local No. 1052 - Battalion Chiefs - Resolution No. 80-15

Department:

Administrative Services

Ordinance/Resolution Number:

79-15; 78-15; and 80-15

Document Type:

Presentation

Recommended Motion:

Summary:

This public hearing is held to allow for input on the 2015-2017 Collective Bargaining Agreements with International Union of Operating Engineers (IUOE), Local Union No. 280 - Resolution No. 79-15; the International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File - Resolution No. 78-15; and, IAFF, Local No. 1052 - Battalion Chiefs - Resolution 80-15; are being presented this evening for Council consideration and approval.

Fiscal Impact:

No

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Public Hearing

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Proposed Increase in 2015 Budget Appropriations in Water and Wastewater Administration and the Capital Improvement Plan - Ordinance No. 26-15

Department:

Public Works

Ordinance/Resolution Number:

26-15

Document Type:

Presentation

Recommended Motion:

None.

Summary:

State law require that a public hearing be held prior to consideration of an ordinance to increase the appropriation of existing fund balance. Ordinance No. 26-15 is on this evening's consent calendar and proposes to appropriate existing fund balance in the Water and Wastewater Funds, and to make changes to the 2015-2030 Capital Improvement Plan.

Fiscal Impact:

None.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Minutes

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Approve the Minutes of the Council Meeting(s) held on April 21 and 28, 2015

Department:

City Attorney

Ordinance/Resolution Number:

Document Type:

Minutes

Recommended Motion:

Approve the minutes of the Council meeting(s) held on April 21 and 28, 2015

Summary:

None.

Fiscal Impact:

None.

Attachments:

1. Draft April 21, 2015 Minutes
2. Draft April 28, 2015 Minutes



MINUTES
RICHLAND CITY COUNCIL REGULAR MEETING
Richland City Hall ~ 505 Swift Boulevard
Tuesday, April 21, 2015

Draft

Pre-Meeting:

Mayor Rose called the pre-meeting executive session to order at 6:00 p.m. in the City Manager's Conference Room in the City Hall Annex building.

Attendance:

Mayor Rose, Mayor Pro Tem Lemley, Council Members Christensen, Kent, Jones, and Thompson were present.

Also present were City Attorney Kintzley.

Executive Session:

1. Per RCW 42.30.110 (1) (g): Review Qualifications of Applicant for Public Employment or Review the Performance of a Public Employee (60 minutes)
- Heather Kintzley, City Attorney

COUNCIL MEMBER THOMPSON MOVED AND COUNCIL MEMBER JONES SECONDED A MOTION TO MOVE INTO EXECUTIVE SESSION AT 6:00 P.M. TO DISCUSS PER RCW 42.30.110 (1) (G): REVIEW QUALIFICATIONS OF APPLICANT FOR PUBLIC EMPLOYMENT OR REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE FOR 60 MINUTES. THE MOTION CARRIED 6-0.

Council Member Anderson joined the Executive Session at 6:20 p.m.

COUNCIL MEMBER CHRISTENSEN MOVED AND COUNCIL MEMBER THOMPSON SECONDED A MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 7:15 P.M. THE MOTION CARRIED 7-0.

Discussion of Meeting Agenda Items:

City Manager Johnson, Deputy City Manager King and City Clerk Hopkins attended the discussion of the meeting agenda, as well.

Council and staff briefly reviewed the proposed agenda scheduled for the regular meeting.

The Council discussed concerns with a member of the Code Enforcement Board and agreed to send a letter to inform the member of Council's expectations of a Board Member.

Regular Meeting:

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

Welcome and Roll Call:

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

Mayor Rose, Mayor Pro Tem Lemley, Council Members Anderson, Christensen, Jones, Kent and Thompson were present.

Also present were City Manager Johnson, Assistant City Manager Amundson, Deputy City Manager King, City Attorney Kintzley, Administrative Services Director Koch, Fire and Emergency Services Director Huntington, Police Services Director Skinner, Public Works Director Rogalsky, Energy Services Director Hammond, Parks and Public Facilities Director Schiessl, and City Clerk Hopkins.

Pledge of Allegiance:

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

Approval of Agenda:

MAYOR PRO TEM LEMLEY MOVED AND COUNCIL MEMBER KENT SECONDED A MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 7-0.

Presentations:

1. Allied Arts Building Remodel Update
- Bob Allen, President, The Gallery at the Park

Mr. Allen gave the history of the building, the history of the Allied Art use of the building and gave an update of the current remodel project and the details of the improvements.

2. CityView Video: Library's New Hoopla Service
- Trish Herron, Communications and Marketing Manager

Ms. Herron introduced the video by explaining the new Hoopla service at the Library which streams movies, books and music, like Netflix and Hulu, for Library patrons.

3. 2014 Arts Recognition Awards for Outstanding Contributions to Arts and Culture in Richland - Justin Raffa, Arts Commission Chairman

Mr. Raffa gave the background and criteria for the annual Outstanding Contributions to Arts and Culture Award and said it includes two categories, an individual and an organization. This year the individual award winner was Debra Pierce Rogo, owner of the Academy of Ballet and Music and the award winner organization was the Chinese American Association. Mr. Raffa described the contributions of each award winner. Ms. Rogo and a member of the Chinese American Association expressed their gratitude for the award.

Public Hearing:

City Clerk Hopkins read the Public Hearing and Public Comments Procedures.

1. Declaring 1.04 Acres of Real Property Located North of Columbia Community Church to be Surplus to City Needs - Resolution No. 76-15
- Bill King, Deputy City Manager

Mr. King said the City owns a 100-foot wide corridor of land north of Columbia Community Church between Venus Circle and Bellerive Drive. The northern portion of property accommodates an existing trail. Also, land on either end is used to capture storm water. The remaining 1.04 acres is currently unused by the City and is being considered as part of an exchange for property on Little Badger Mountain. Before the property can be exchanged, it must be found surplus to City needs. In accordance with RMC 3.06, this public hearing will be held for Council to receive input on the proposal to declare the 1.04 acres as surplus to the City's needs.

Mayor Rose opened the public hearing at 7:52 p.m. and closed the hearing at 7:53 p.m. as there were no public comments.

Public Comments:

No public comments.

Consent Calendar:

City Clerk Hopkins read the Consent items.

Minutes:

1. Approve the Minutes of the Council Meeting held April 7, 2015
- Heather Kintzley, City Attorney

Ordinances - First Reading:

2. Ordinance No. 23-15, Amending RMC Title 23: Zoning Regulations, Regarding Setbacks for Private Swimming Pools on Double Frontage Lots
- Rick Simon, Development Services Manager

Ordinances - Second Reading/Passage:

3. Ordinance No. 15-15, Amending the Budget and Authorizing Allocation of \$4,685 of Undesignated Park Reserve Funds to Columbia Basin BMX
- Joe Schiessl, Parks and Public Facilities Director
4. Ordinance No. 17-15, Authorizing Eminent Domain for the Center Parkway Project Right-of-Way
- Pete Rogalsky, Public Works Director
5. Ordinance No. 18-15, Establishing the Preliminary Assessment Roll for the Reata Road Area Utility Local Improvement District (LID) No. 197
- Pete Rogalsky, Public Works Director
6. Ordinance No. 19-15, Amending RMC Title 3: Finance, Revising an Existing LID Fund and Creating the Special Assessment Construction Fund
- Cathleen Koch, Administrative Services Director

7. Ordinance No. 20-15, Rezoning of 1.1 Acres on Columbia Point Drive and Approving a Shoreline Permit for Construction of a Restaurant (Closed Record)
- Rick Simon, Development Services Manager
8. Ordinance No. 21-15, Amending RMC Title 15, Relating to Solid Waste Disposal Rates
- Pete Rogalsky, Public Works Director
9. Ordinance No. 22-15, Increasing the 2015 Budget Appropriation in Water Administration and the Capital Improvement Plan
- Pete Rogalsky, Public Works Director

Resolutions – Adoption:

10. Resolution No. 46-15, Authorizing an Agreement with WestCliffe, Inc. for City Financial Participation in Water Pipeline Construction
- Pete Rogalsky, Public Works Director
11. Resolution No. 75-15, Authorizing Right-of-Way Acquisitions for the Center Parkway Project
- Pete Rogalsky, Public Works Director
12. Resolution No. 76-15, Declaring 1.04 Acres of Real Property Located North of Columbia Community Church to be Surplus Property
- Bill King, Deputy City Manager
13. Resolution No. 77-15, Approving the Revised Master Plan for John Dam Plaza
- Phil Pinard, Planning and Capital Projects Manager
14. Resolution 82-15, Approving the Final Plat of White Bluffs Phase 2
- Rick Simon, Development Services Manager
15. Resolution No. 83-15, Approving the Final Plat of Copperleaf Phase 3
- Rick Simon, Development Services Manager
16. Resolution No. 84-15 Authorizing a Contract Modification with Public Financial Management, Inc. for Professional Services Related to Financing for the City's Electric Utility
- Bob Hammond, Energy Services Director
17. Resolution No. 88-15, Authorizing a Professional Service Agreement with Architects West for Swift Corridor: City Hall Predesign Services
- Joe Schiessl, Parks and Public Facilities Director

Expenditures - Approval:

18. Expenditures from March 30, 2015 - April 10, 2015 for \$5,326,101.56 including Check Nos. 221515-222064, Wire Nos. 5867-5877, Payroll Check Nos. 99939-99949, and Payroll Wire/ACH Nos. 8932-8952
- Cathleen Koch, Administrative Services Director

COUNCIL MEMBER KENT MOVED AND COUNCIL MEMBER JONES SECONDED A MOTION TO APPROVE THE CONSENT CALENDAR AS PUBLISHED. THE MOTION CARRIED 7-0.

Items of Business:

19. Resolution No. 87-15, Authorizing a Consultant Agreement with Vision Technology Solutions, LLC, dba Vision Internet Providers, for Website Development and Hosting Services
 - Trish Herron, Communications and Marketing Manager

Ms. Herron gave the following report: The City of Richland's website was last redesigned September 2010. With advancements in technology and relevance of information available, a local government website has lifespan of approximately four years. Furthermore, the City of Richland has made significant changes to its approach to communications and marketing for City information and programming.

The City would like the website to reflect this new approach in public outreach and communications. In addition, the tool sets for managing and providing information consistently across all of our websites and our social media sites will be further enhanced by this website redesign. It is anticipated that the redesign and launch of the City's new website will occur by the end of the year.

The City chose to use a cooperative purchasing arrangement for procurement of the website development services. RCW 39.34.030 allows the City to enter into cooperative purchasing arrangements with other public agencies when the best interest of the City would be served. The City of Roswell, GA conducted a RFP for website development and awarded the contract to Vision Internet. The City of Richland has entered into a Cooperative Purchasing Agreement with the City of Roswell. The solicitation, evaluation, and award process conducted by the City of Roswell meets the City of Richland's procurement requirements.

Council Members discussed the website development and hosting services.

COUNCIL MEMBER THOMPSON MOVED AND COUNCIL MEMBER JONES SECONDED A MOTION TO ADOPT RESOLUTION NO. 87-15, AUTHORIZING A CONSULTANT AGREEMENT WITH VISION TECHNOLOGY SOLUTIONS, LLC, DBA VISION INTERNET PROVIDERS, FOR WEBSITE DEVELOPMENT AND HOSTING SERVICES. THE MOTION CARRIED 7-0.

Reports and Comments:

1. City Manager Johnson read the agenda for the Council Workshop on April 28, 2015.
2. Council Members:

Council Member Kent said she attended the Tri-Cities Regional Public Facilities District meeting where they discussed interfacing with the branding leadership team for ideas and

selecting a project to put on a future ballot. She also said she ate at the Lepice Spice Kitchen and recommends it.

Council Member Christensen said he Mayor Pro Tem Lemley and Council Member Jones attended the Kadlec Tower Expansion ceremony. Ms. Johnson, Mr. King, Mr. Schiessl and he met with the members of the Confederate Tribes of the Umatilla Indian Reservation (CTUIR) earlier in the day and participated on a river front tour in Richland to discuss opportunities for economic development partnerships. He also attended the Port of Benton and CTUIR members to talk about the north Richland development opportunities.

Mayor Pro Tem Lemley also said he attended the Kadlec Tower Expansion ceremony, the 100th anniversary event for the Port of Kennewick and two open houses for the Manhattan Project National Park at the Bechtel Room of the Tri-Cities Visitor and Convention Bureau and later at the Port of Benton.

Council Members thanked Mr. King for his many dedicated years of service at the City and gave him a round of applause. Mr. King said he will be at the City until May 20.

3. Mayor Rose said he will be attending the Arbor Day event and planting a tree at a Jefferson Park

Adjournment:

Mayor Rose adjourned the meeting at 8:10 p.m.

Respectfully Submitted,

Marcia Hopkins, City Clerk

FORM APPROVED:

David W. Rose, Mayor

DATE APPROVED:



MINUTES CITY COUNCIL WORKSHOP Richland City Hall ~ 505 Swift Boulevard Tuesday, April 28, 2015

Call to Order:

Mayor Rose called the City Council workshop to order at 6:00 p.m. in the Council Chamber.

Attendance:

Mayor Rose, Mayor Pro Tem Lemley, Council Members Anderson, Christensen, Jones, Kent and Thompson present.

Also present were City Manager Johnson, Deputy City Manager King, Assistant City Manager Amundson, City Attorney Kintzley, Police Services Director Skinner, Parks and Public Facilities Director Schiessl and City Clerk Hopkins.

Workshop Agenda Items:

1. Update on Department of Energy Land Conveyance and National Park
- Bill King, Deputy City Manager

Mr. King introduced Roger Wright, RGW Enterprises, Diahann Howard, Economic Development Director Port of Benton and Gary Petersen, TRIDEC Vice-President. They gave the following report: Staff has been working with our economic development partners TRIDEC and the Port of Benton to facilitate the transfer of surplus DOE land to local ownership. While there is considerable industrial land now available in north Richland, the City no longer has sites that would accommodate a land intensive industrial use. The Tri-Cities has therefore, been unable to compete for these large scale uses which could be an important part of our economic diversification.

For this reason, the community has requested the transfer of surplus DOE lands north of the City. Recent legislation mandates that the transfer of 1,641 acres be accomplished by September 2015. As the exact boundaries of the transfer property is still being negotiated, the City must consider if and how much of this land should be included in its Urban Growth Area. Later this year, staff will begin undertake preparation of a Specific Area Plan to help determine the best use of this land and infrastructure required to support its future development. Also, planning has begun for the Manhattan Project National History Park.

Council Members discussed the topics with Mr. King and the representatives and said they looked forward to the next update on the topics.

2. Park Rule Enforcement - Swimming from Boat Docks

- Joe Schiessl, Parks and Public Facilities Director

Mr. Schiessl gave the following report: The City provides safe swimming opportunities in a variety of locations including the George Prout Memorial Pool, the Howard Amon Wading Pool, Badger Mountain Splash and Play, Leslie Groves Swim Beach and the Howard Amon Swimming Dock. There are a number of locations where the City favors boating access, as opposed to swimming, including boat ramps, marinas, and specialty docks such as the Lee Boulevard Dock.

Swimming in a location designated for boats is unsafe, against posted park rules, and is currently a civil infraction under the Richland Municipal Code (RMC). Staff has developed a two-fold approach to reinforce the swimming prohibition in certain areas: 1) staff will pursue a number of public service announcements and other communication tools to promote safe swimming and is designed to deter violations in prohibited areas and encourage use of the City's swimming facilities; and 2) staff recommends reinstituting the trespass option for individuals who violate park rules.

Since September 2014, the City has not issued any civil trespass notices to individuals on City property based on a need to update the RMC. In May, staff will bring forward, for Council's consideration, a trespass ordinance that designates who has the authority to trespass violators from City parks, and under what circumstances. The ordinance will also create an appeal process, which is the piece currently lacking under the RMC. The trespass action is preferred to the current civil infraction process given that many of individuals who swim in prohibited areas are minors.

Council Members discussed the issue and had no objections going forward with the plan.

3. Panhandling

- Heather Kintzley, City Attorney

Ms. Kintzley gave the following report: On occasion, the City receives complaints related to begging/panhandling in our community. The Cities of Pasco and Kennewick have passed legislation to address panhandling, aggressive panhandling, and intentional interference with pedestrian and vehicular traffic in their respective jurisdictions. Because this topic is garnering increased attention in the City of Richland, a conversation with Council is in order to determine what approach, if any, Council would like to take when it comes to regulating panhandling within City limits. Discussion was focused on the legal landscape of regulating and/or banning panhandling, examples of legislation from surrounding and state-wide jurisdictions, and a recommended path forward. For purposes of discussion, attached are the current ordinances for the Cities of Pasco, Kennewick, and Lakewood, Washington.

Council Members discussed the topic and Ms. Kintzley said she will bring an ordinance forward for Council consideration.

4. Discussion of Horn Rapids Golf Course Community Option Agreement
- Bill King, Deputy City Manager

Mr. King gave the following report: In 2007, the City entered into an option agreement with North Stone Richland LLC, allowing them to acquire and develop property in the Horn Rapids Golf Course Community. Over the years, North Stone has made major investments in the property and generated significant new development in this once defunct project. In order to maintain their option rights, North Stone is required to make an annual \$100,000 option payment and purchase a minimum of 25 acres each year. At this stage of the project, none of the additional property can be developed without major off-site infrastructure improvements.

North Stone is already carrying an inventory of undeveloped property and believes their resources can be better directed to funding of the needed infrastructure. They have proposed an amendment to the terms of the option agreement that would allow them to defer the purchase of additional property for three years. North Stone would still pay the \$100,000 annual fee and spend over \$1 million on the needed offsite improvements.

While the details of this potential amendment are still under discussion, staff is generally supportive of the concept. Accelerating the infrastructure improvements will greatly improve the value of the City's remaining property and allow for the continuing development of this planned community.

Council Members discussed the proposal and Mr. King will bring the amended agreement forward for Council approval.

Other Business:

Ms. Johnson gave an update on the MATRIX project and said Benton County has reviewed it and has some recommendations for the other partners to review. Ms. Johnson said there were over 30 applicants for the Community Development Director position and the interviews have resulted in two candidates that are being considered. Lastly, she noted the May 5 Council meeting has two public hearings and a Council reception for Bill King's retirement and that Mr. King's retirement party is scheduled for Friday, May 1, at 2:00-4:00 p.m.

At the Richland Library's Galley Room.

Council Member Christensen gave details of the meeting he attended with the Confederated Tribes of the Umatilla Council and noted their Council would like to continue discussing economic development opportunities and would like to meet regularly every two years.

Adjournment:

Mayor Rose adjourned the workshop at 7:29 p.m.

Respectfully Submitted,

Marcia Hopkins, City Clerk

FORM APPROVED:

David W. Rose, Mayor

DATE APPROVED: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Ordinances - First Reading

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 24-15, Amending 2015 Budget to Exclude Agency Funds

Department:

Administrative Services

Ordinance/Resolution Number:

24-15

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 24-15, to exclude the Agency Funds from the City's 2015 budget appropriations

Summary:

The City's accounting system includes funds, referred to as Agency Funds, that are used to account for resources legally held in a trust or agency capacity for other entities, which cannot be used to support Richland's own programs. In most cases, other entities determine how and when the resources are to be spent out of these agency funds. On the City's financial statements, prepared in accordance with Generally Accepted Accounting Principles (GAAP), agency funds are not presented in such a way as to show revenues and expenditures. Rather, they only show increases and decreases to assets and liabilities. Thus, from the City's perspective, there are no expenditures to appropriate.

It has been the City's practice to include certain agency funds in the annual budget appropriations ordinance approved by Council. Since the entities associated with these funds may adopt their own operating budgets, including them within the City's appropriations results in a duplication of effort in both adopting the agency fund budget and in making any increases to the budgets, which requires an ordinance.

In order to remove this duplication, and the need for Council action when agency fund-type entities wish to make increases to their budgets, the proposed ordinance will remove the following funds from the City's 2015 appropriations:

Columbia Point Master Association	\$ 10,860
Southeast Communication Center	4,904,406
800 MHz Project	787,222
Benton County Emergency Management	577,129
Microwave	<u>94,264</u>
Total Agency Funds	\$6,373,881

Fiscal Impact:

None. The funds being removed from City appropriations account for resources that legally belong to other entities. Those entities control the use of their resources. Passage of this ordinance will only affect the budget process, and will have no effect on the accounting for these resources.

Attachments:

- I. Proposed Ord. No. 24-15

ORDINANCE NO. 24-15

AN ORDINANCE of the City of Richland amending the 2015 Budget authorizing the removal of Agency Funds.

WHEREAS, Agency Funds account for resources that are legally held in trust or agency capacity for others, and therefore cannot be used to support the government's own programs; and

WHEREAS, it has been the City's practice to prepare annual budgets for Agency Funds and to include such funds in the City's annual budget; and

WHEREAS, the City's financial statements only include assets and liabilities of Agency Funds, thus no revenues or expenses are reported in the City's Comprehensive Annual Financial Report (CAFR) for Agency Funds, in accordance with rules of accounting set forth by the Governmental Accounting Standards Board (GASB); and

WHEREAS, the organizations whose resources are accounted for in Agency Funds may adopt their own operating budgets, independent of the City's appropriation process; and

WHEREAS, there are no expenses, thus no appropriations, in Agency Funds from the City's perspective.

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

Section 1. This ordinance shall authorize the removal of all current appropriations for Agency Funds from the City's budget for 2015, as follows:

• Columbia Point Master Association	\$ 10,860
• Southeast Communications Center	4,904,406
• 800 MHz Project	787,222
• Benton County Emergency Management	577,129
• Microwave	94,264
Total Agency Funds	<u>\$ 6,373,881</u>

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, at a regular meeting on the _____ day of _____, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Ordinances - First Reading

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Ordinance 26-15, Increasing the 2015 Budget Appropriations in Wastewater and Water Funds Budgets and the Capital Improvement Plan

Department:

Public Works

Ordinance/Resolution Number:

26-15

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 26-15, increasing the 2015 budget appropriations in Wastewater and Water Funds.

Summary:

The proposed ordinance adds appropriations to the Administration divisions and capital improvement programs in the Water and Wastewater Funds. There are three distinct projects that warrant increasing the 2015 budget. They are: 1) The Water System Plan Update; 2) The Leslie Trunk Sewer - Amon Basin Revegetation Project; and 3) The Stevens Drive South Extension Project.

The Water System Plan Update was a known obligation during preparation of the 2015 budget, but was inadvertently left out of the budget. Washington State regulations require that the City update its Water System Plan prior to the end of the first quarter of 2016, so staff recommends that work begin on this six to nine month project in 2015.

The Leslie Trunk Sewer - Amon Basin Revegetation project was developed after preparation of the 2015 budget during consultations with staff from the Washington State Department of Transportation. The project will address shortcomings in a 2011 effort to revegetate portions of the Amon Basin Preserve property disturbed during sewer pipeline installation. Staff recommends adding the project to the 2015 budget so that field work can begin this year.

The Stevens Drive South Extension project was planned for 2015 and was to include new water and sewer pipelines to support redevelopment of adjacent parcels. Staff originally considered funding the pipelines from utility rate-financed renewal and replacement programs, but now recommends funding them with facility fee revenues since the pipelines will support new development capacity.

If approved by Council, all of these projects will proceed in 2015. The Stevens Drive South Extension street construction contract is on tonight's agenda for award. Staff proposes to complete the bid award, based on existing budget, on tonight's agenda to preserve the project schedule. Final approval of this ordinance will revise the water and sewer funding to support the project.

Fiscal Impact:
Yes

The proposed ordinance will increase appropriations in the Wastewater Fund expert services by \$110,000, Water Fund expert services by \$200,000 and the 2015 - 2030 Capital Improvement Plan- Water section by \$197,000 and the Wastewater section by \$80,000. Funds used for these appropriations are Water Facility Fees with a current available balance of \$678,223; Wastewater Facility Fees with a current balance of \$629,809; and Water unrestricted fund balance with a current anticipated balance of \$3,061,524.

Attachments:

I. Ordinance No. 26-15

ORDINANCE NO. 26-15

AN ORDINANCE of the City of Richland amending the 2015 Budget to provide for additional appropriations in the Wastewater Administration and Capital Projects Funds and the Water Administration and Capital Projects Funds.

WHEREAS, on November 18, 2014, Richland City Council approved Ordinance No. 36-14 approving the 2015 Budget, including the 2015–2030 Capital Improvement Plan (CIP). The CIP includes capital projects for the Water Utility Fund and the Wastewater Utility Fund, which are appropriated in the Water Fund and the Wastewater Fund, respectively; and

WHEREAS, Washington State regulations require public water systems to prepare and update Water System Plans no less frequently than every six years; and

WHEREAS, Richland's most recent Water System Plan update was completed and approved in 2010; and

WHEREAS, Public Works staff anticipate a six to nine-month process to prepare the next Water System Plan Update; and

WHEREAS, during preparation of the 2015 budget Public Works staff prepared a proposed budget request to fund consultant work for the next Water System Plan Update with the intention that work would begin in 2015; and

WHEREAS, miscommunication between staff resulted in the budget request being left out of the proposal adopted by the City Council; and

WHEREAS, staff recommends that work on the Water System Plan begin in the second half of 2015 in order to meet the City's regulatory obligations; and

WHEREAS, staff recommends funding the Water System Plan Update using a combination of water facility fees and water user rate revenue since the Water System Plan Update addresses both an operational regulatory requirement and water system growth planning; and

WHEREAS, the water facility fee funding source is appropriate for capital planning and has a current unappropriated balance of \$678,223 and the Water Utility Fund's unappropriated and unassigned anticipated fund balance as of 12-31-2015 is \$3,061,524; and

WHEREAS, in 2011 the City completed the Leslie Sewer Trunk project; and

WHEREAS, a segment of the Leslie Sewer Trunk project installed a sewer pipeline through the Amon Basin Nature Preserve; and

WHEREAS, consistent with the City's management obligations for the Amon Basin Nature Preserve the Leslie Sewer Trunk project included an aggressive revegetation plan covering the area disturbed by the construction project and additional areas intended to enhance the Preserve's status as a natural open space; and

WHEREAS, a 2014 inspection of the revegetation project showed significant areas that did not achieve the desired result of reestablished native plant communities; and

WHEREAS, additional effort is required to fulfill the original intent of the revegetation effort and the City's management obligations for the Amon Basin Preserve property; and

WHEREAS, at its February 3, 2015 meeting the City Council adopted Resolution No. 21-15 authorizing preparation of an Amon Preserve Revegetation Plan; and

WHEREAS, the Amon Preserve Revegetation Plan has been drafted and is under review by City staff and Washington State Department of Transportation staff. Once a plan is accepted City staff will solicit bids to complete its work; and

WHEREAS, since the Wastewater Utility Fund implemented the Leslie Sewer Trunk project staff recommends that the Wastewater Utility Fund continue the revegetation project with a new effort. Since the original project was funded with Wastewater Utility facility fees it is recommended that the renewed effort be similarly funded; and

WHEREAS, there is a current fund balance of \$629,809 in unappropriated sewer facility fees; and

WHEREAS, the CIP includes the Stevens Drive South Extension project; and

WHEREAS, the Stevens Drive South Extension will enable redevelopment of adjacent parcels requiring new access to water and sewer utility lines; and

WHEREAS, the project engineering design includes water and sewer utility lines required to serve the redevelopment; and

WHEREAS, funding for these utility lines to serve new development should most appropriately come from Water and Wastewater facility fee revenues; and

WHEREAS, the CIP does not presently include Water Utility and Wastewater Utility facility fee funds to support construction of the Stevens Drive South Extension; and

WHEREAS, staff recommends amending the CIP to add Water and Wastewater Utility facility fee funds into the Stevens Drive South Extension project.

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

Section 1. Facts Constituting Emergency. The revenues and expenses contained within this ordinance were not anticipated when the 2015 budget was approved.

Section 2. Declaration of Public Emergency. Due to the circumstances described above, the City Council declares that a public emergency exists in the City's Wastewater Administration and Capital Projects Funds and the Water Administration and Capital Projects Funds.

Section 3. Amendment of the 2015 Budget. The 2015 Budget is hereby amended in the Wastewater Administration Fund to provide for \$110,000 in additional appropriations from wastewater unappropriated facility fee reserves for the Amon Preserve Revegetation Project and \$80,000 in the Wastewater Capital Projects Fund for the Stevens Drive South Extension project. In addition, the 2015 Budget is also hereby amended to appropriate \$100,000 in water facility fees and \$100,000 in ending fund balance to the Water Administration Fund in support of the Water System Plan Update and \$197,000 in water facility fees to the Water Capital Projects Fund for the Stevens Drive South Extension. The aforementioned changes to appropriations are summarized as follows:

Wastewater Fund

Current Appropriation:	\$13,264,939
Increase in Appropriation:	<u>\$ 190,000</u>
Amended Appropriation:	\$13,454,939

Water Fund

Current Appropriation:	\$16,761,287
Increase in Appropriation:	<u>\$ 397,000</u>
Amended Appropriation:	\$17,158,287

Section 4. The 2015–2030 Capital Improvement Plan is amended to add the Stevens Drive Extension Water Line project and the Stevens Drive Extension Sewer Line project, as shown in the attached exhibit.

Section 5. 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, at a regular meeting on the
_____ day of _____, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____

Stevens Drive Extension Sewer Line

Type of Project Water	Partnership Project? NO	Project # Will be assigned
Key # 	Goal # 	Strategic Leadership Plan Project? No
PROJECT NAME: Stevens Drive Extension Sewer Line		
PROJECT ADMINISTRATION: Public Works Administration and Engineering		
PROJECT LOCATION: Stevens Drive from Lee Blvd. to Wellsian Way		
PROJECT TIMELINE: 2015		
RESPONSE TO *GMA LEVEL OF SERVICE? YES		

PROJECT DESCRIPTION

Extend sewer main line in the new Stevens Drive Extension to provide service to adjacent lots.

PROJECT ASSUMPTIONS

The Stevens Drive South Extension street project will proceed to construction.

BENEFITS

Sewer line will provide continuity in the sewer system and allow for service connections to adjacent redevelopment properties.

PROJECT COST ESTIMATE	Total Estimated Project Cost	Project Costs To-Date 12/31/13	Authorized Budget Remaining in 2014	2015	2016	2017	2018	2019	2020
DESIGN	4,500			4,500					
CONSTRUCTION MANAGEMENT	3,000			3,000					
CONSTRUCTION	64,000			64,000					
10% CONTINGENCY	6,400			6,400					
OTHER ENG. SERVICES	2,100			2,100					
	-								
TOTAL	\$ 80,000	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -
RECOMMENDED FUNDING SOURCES	Total Estimated Project Revenues	Project Revenue To-Date 12/31/13	Authorized Budget Remaining in 2014	2015	2016	2017	2018	2019	2020
SEWER FACILITY FEES				80,000					
	-								
	-								
	-								
	-								
	-								
	-								
	-								
	-								
	-								
TOTAL	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING & MAINTENANCE COSTS (IMPACTS)	Total Estimated Project Operating & Maint. Costs			2015	2016	2017	2018	2019	2020
	-								
	-								
	-								
	-								
TOTAL	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Stevens Drive Extension Water Line

Type of Project		Partnership Project?		Project #	
Water		NO		Will be assigned	
Key #	Goal #	Strategic Leadership Plan Project?		No	
PROJECT NAME: Stevens Drive Extension Water Line					
PROJECT ADMINISTRATION: Public Works Administration and Engineering					
PROJECT LOCATION: Stevens Drive from Lee Blvd. to Wellsian Way					
PROJECT TIMELINE: 2015					
RESPONSE TO *GMA LEVEL OF SERVICE? YES					

PROJECT DESCRIPTION

Extend water main line and service stubs in the new Stevens Drive Extension to provide service to adjacent lots.

PROJECT ASSUMPTIONS

The Stevens Drive South Extension street project proceeds to construction.

BENEFITS

Water pipelines will provide continuity in the water system and allow for service connections to adjacent redevelopment properties.

[illegible]



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Ordinances - Second Reading/Passage

Key Element: Key 7 - Neighborhoods & Community Safety

Subject:

Ordinance No. 23-15, Amending Title 23: Zoning Regulations, Regarding Setbacks for Private Swimming Pools on Through Lots

Department:

Community & Development Services

Ordinance/Resolution Number:

23-15

Document Type:

Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 23-15, Amending Title 23: Zoning Regulations, Regarding Setbacks for Private Swimming Pools on Through Lots.

Summary:

The existing Richland Municipal Code sets forth standards for the placement of private swimming pools on residential lots. Generally, swimming pools are required to be placed in the rear yards of residential lots; however, in the case of lots that adjoin two streets on opposite sides (often referred to as "double frontage lots"), the existing code defines both sides of the lot adjacent to the street as a front yard. Consequently, there is no rear yard on such lots and no code compliant location for a swimming pool. The proposed code amendment addresses this situation by allowing pools on double frontage lots, provided that they are set back a minimum of twenty feet from a public right-of-way. The Planning Commission considered this proposed amendment at their regular meeting of March 25, 2015, and have recommended approval of the proposed code amendment.

Council gave first reading to this Ordinance on April 21, 2015 and no exceptions were noted.

Fiscal Impact:

There will be no direct fiscal impacts resulting from this code amendment.

Attachments:

1. ORD 23-15 Amending RMC 23 Swimming Pools
2. Planning Commission Staff Report

ORDINANCE NO. 23-15

AN ORDINANCE of the City of Richland amending Richland Municipal Code Title 23: Zoning Regulations, regarding setbacks for private swimming pools on through lots.

WHEREAS, the City's current zoning regulations allow private swimming pools on residential lots subject to certain requirements that require pools to be located in the rear yard; and

WHEREAS, the definitions set forth in the Richland Municipal Code (RMC) establish that any yard adjacent to a street is considered a front yard; and

WHEREAS, there are double frontage residential lots within the City, lying adjacent to public streets on two opposite sides; and

WHEREAS, by the definition of front and rear yards contained in the RMC, such double frontage lots do not have a rear yard and therefore do not provide an option for allowing a private swimming pool; and

WHEREAS, the Planning Commission conducted a legally advertised hearing to consider the proposed code amendments on March 25, 2015 and have offered a recommendation for an approval of a code amendment that would allow swimming pools to be located on double frontage lots.

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

Section 1.01 Richland Municipal Code Title 23, Section 23.42.300 entitled Swimming pools, as enacted by Ordinance No. 28-05 and last amended by Ordinance No. 32-11, shall be amended to read as follows:

23.42.300 Swimming pools. All private swimming pools located in an AG, SAG, R-1-12, R-1-10, R-2, R-2S and R-3 zone capable of holding 24 inches or more of water shall be located in the back half or rear yard of the lot, or shall be located a minimum of 75 feet from a street right-of-way; except that ~~this provision shall not apply to hot tubs as defined in RMC 23.06.500~~ pools may be located a minimum of 20 feet from a street right-of-way or private street on any lot that is bordered on two or more sides by a public right-of-way or is accessed via a private access drive and also abuts a public street.

This provision shall not apply to hot tubs as defined in RMC 23.06.500. Public and semi-public pools shall meet the provisions of RMC 23.42.210 Recreational Clubs. [Ord. 28-05 § 1.02; Ord. 19-07; Ord. 32-11 § 15].

Section 1.02 This ordinance shall be effective immediately following the day after its publication in the official newspaper of the City.

PASSED by the City Council of the City of Richland on this 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: May 10, 2015

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: Z2015-104

PREPARED BY: RICK SIMON
MEETING DATE: MARCH 25, 2015

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND Z2015-104

REQUEST: TEXT AMENDMENTS TO SECTION 23.42.300 OF THE
MUNICIPAL CODE CONCERNING SWIMMING POOLS ON
RESIDENTIAL LOTS

LOCATION: CITYWIDE

REASON FOR REQUEST:

The current provisions in the City code concerning the placement of swimming pools do not address double frontage lots.

FINDINGS AND CONCLUSIONS

Staff has completed its review of the proposed amendments to the city's development regulations and submits that:

1. The existing City code, under Section 23.42.300 mandates that private swimming pools be located in the rear yard, the back half of the lot or be setback a minimum of 75 feet from a public street. The effect of this regulation is to preclude a double frontage lot from having a swimming pool;
2. The proposed code amendments to RMC Section 23.42.300 would provide an option to land owners who wish to install private swimming pools on a double frontage lot;
3. The proposed code amendments would relax the standards by requiring that pools be setback a minimum of 20 feet from a public or private street when a lot is bordered on two or more sides by public and/or private streets;
4. Based upon the above findings and conclusions, the adoption of the City's amendments to Section 23.42.300 of the Richland Municipal Code – Swimming Pools is in the best interest of the community of Richland.

RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (Z2015-104) and recommend to the City Council adoption of the proposed amendments to Section 23.42.300 of the Richland Municipal Code – Swimming Pools.

ATTACHMENTS

A. Supplemental Information

SUPPLEMENTAL INFORMATION

EXISTING CODE

The current City code provides for swimming pools in residential zones. Section 23.42.300 reads as follows:

All private swimming pools located in an AG, SAG, R-1-12, R-1-10, R-2, R-2S and R-3 zone capable of holding 24 inches or more of water shall be located in the back half or rear yard of the lot, or shall be located a minimum of 75 feet from a street right-of-way; except that this provision shall not apply to hot tubs as defined in RMC 23.06.500. Public and semi-public pools shall meet the provisions of RMC 23.42.210, Recreational clubs.

In order to better understand how to interpret this code language, the following definition of terms from the city code is provided:

23.06.975 Yard.

“Yard” means an open space of uniform width or depth on the same lot with a building or a group of buildings, which open space lies between the building or group of buildings and the nearest lot line and is unoccupied and unobstructed from the ground upward, except for the certain exceptions specified in this title. In measuring a yard, as hereinafter provided, the “line of a building” shall be deemed to mean a line parallel to or concentric with the nearest lot line drawn through the point of a building or the point of a group of buildings nearest to such a lot line, exclusive of the exceptions referenced above, and the measurements shall be taken from the line of the building to the nearest lot line.

23.06.980 Yard, front.

“Yard, front” means a yard extending the full width of the site and measured as to depth at the least horizontal distance between the street right-of-way line and the exterior wall.

23.06.575 Lot line, front.

“Lot line, front” means, in the case of an interior lot, a line separating the lot from the street; in the case of a corner lot, a line separating the narrowest street frontage of the lot from the street; except in those cases in a C-1 district where a lot has two or more street frontages of equal length or nearly equal length, the front lot line shall be considered to be the line adjoining the street which the comprehensive plan shows is intended to carry the heaviest traffic flow.

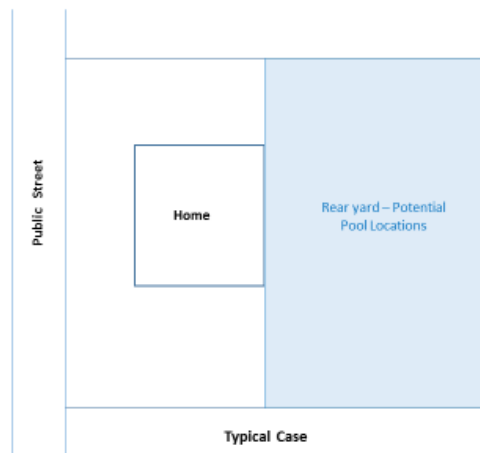
23.06.983 Yard, rear.

“Yard, rear” means a yard which extends the full width of the site and is measured as to depth at the least horizontal distance between the rear lot line and the exterior wall.

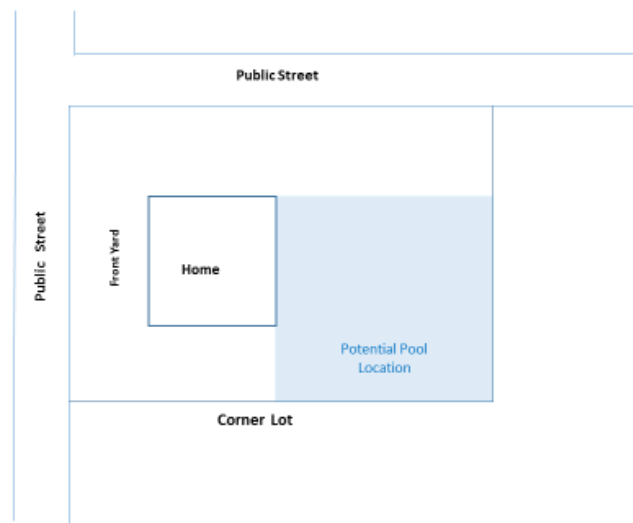
23.06.577 Lot line, rear.

“Lot line, rear” means the lot line which is generally opposite the front lot line. If the rear lot line is less than 10 feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a line parallel to the front lot line, not less than 10 feet long, lying wholly within the lot and farthest from the front lot line.

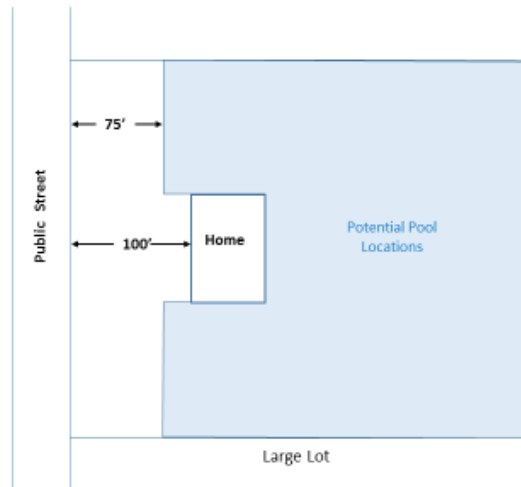
In the most common case, a pool would be located on a lot in this manner:



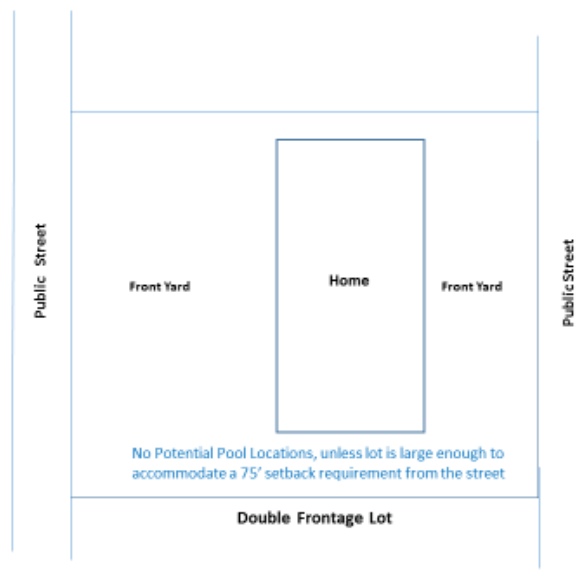
On a corner lot, pool placement would be as follows:



On a very large lot, pool could even be placed on the lot so that the pool is closer to the street than the residence.



In the case of a double frontage lot, because the term front yard is defined as being adjacent to a street, there are no options for the placement of a pool:



PROPOSED AMENDMENTS

23.42.300 Swimming pools. *All private swimming pools located in an AG, SAG, R-1-12, R-1-10, R-2, R-2S and R-3 zone capable of holding 24 inches or more of water shall*

be located in the back half or rear yard of the lot, or shall be located a minimum of 75 feet from a street right-of-way; except that pools may be located a minimum of 20 feet from a street right-of-way or private street on any lot that is bordered on two or more sides by a public right-of-way or is accessed via a private access drive and also abuts a public street. ‡This provision shall not apply to hot tubs as defined in RMC 23.06.500. Public and semi-public pools shall meet the provisions of RMC 23.42.210, Recreational clubs.

ANALYSIS

The proposed code amendments would make provisions for lot owners to place a pool on a lot that has two, opposite street frontages. While such double frontage lots are not as common as corner lots, there are quite a number scattered throughout the City. They are typically created when lots that are adjacent to collector or arterial streets are provided access from a local street. They are also somewhat common in the newer hillside subdivisions in South Richland. For this limited circumstance, the proposed amendment would benefit those lot owners whose only option under the existing code is to apply for a variance.

SUMMARY

The proposed amendments to the City's regulations pertaining to private swimming pools are desirable in providing more flexibility to land owners who wish to install this common accessory structure.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Resolutions – Adoption

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Resolution Nos. 78-15; 79-15; and 80-15, Proposed 2015-2017 Collective Bargaining Agreements with the International Union of Operating Engineers (IUOE), Local Union No. 280 (Res. No. 78-15); International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File (Res. No. 79-15); IAFF, Local No. 1052 - Battalion Chiefs (Res. No. 80-15).

Department:

Administrative Services

Ordinance/Resolution Number:

78-15; 79-15; and 80-15

Document Type:

Resolution

Recommended Motion:

Adopt Proposed Resolution Nos. 78-15, 79-15 and 80-15 authorizing approval of the 2015-2017 Collective Bargaining Agreements with the International Union of Operating Engineers (IUOE), Local Union No. 280; the International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File; and IAFF, Local No. 1052 - Battalion Chiefs, respectively.

Summary:

In May 2014, the City entered into negotiations with the International Union of Operating Engineers (IUOE), Local Union No. 280, the International Association of Fire Fighters Union (IAFF), Local No. 1052 - Rank & File; and IAFF, Local No. 1052 - Battalion Chiefs.

IUOE represents approximately 112 of the City's workers. IAFF Rank and File represents 54 City employees, and IAFF Battalion Chiefs represents 5 City employees.

The IUOE members ratified the proposed agreement on April 2, 2015. The IAFF Rank and File and IAFF Battalion Chief members ratified the proposed agreements on March 31, 2015.

The proposed agreements include various language changes that require the Unions to adopt certain City policies and change work practices, and each agreement also includes a total compensation package within the approved Council parameters.

Fiscal Impact:

Yes

Terms of the proposed agreement fit within the City Council's adopted 2015 budget and Council's collective bargaining parameters.

Attachments:

1. Proposed Resolution No. 79-15; 2015-2017 IUOE
2. 2015 - 2017 IUOE CBA
3. Proposed Resolution No. 78-15; 2015-2017 IAFF
4. 2015 - 2017 IAFF R&F CBA
5. Proposed Resolution No. 80-15; 2015-2017 IAFF-BC
6. 2015 - 2017 IAFF BC CBA

RESOLUTION NO. 79-15

A RESOLUTION of the City of Richland implementing the 2015-2017 Collective Bargaining Agreement with the International Union of Operating Engineers (IUOE), Local 280; and authorizing periodic Memorandums of Understanding.

WHEREAS, the Richland City Council is desirous to attract and retain qualified employees, and maintain harmonious relations between the City and the IUOE, Local 280; and

WHEREAS, amendments to wages, benefits, and other terms and conditions of employment are warranted based on external market conditions; and

WHEREAS, the City Manager may desire to enter into Memorandums of Understanding periodically throughout the term of the Agreement with the IUOE for operational and administrative purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the 2015-2017 Collective Bargaining Agreement with the International Union of Operating Engineers, Local 280 is hereby adopted.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the Agreement on behalf of the City.

BE IT FURTHER RESOLVED that the City Manager or designee is authorized to enter into periodic Memorandums of Understanding with the IUOE for operational or administrative purposes during the term of this Agreement.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

AGREEMENT BETWEEN
THE CITY OF RICHLAND,
WASHINGTON

AND

THE INTERNATIONAL UNION OF
OPERATING ENGINEERS
LOCAL UNION NO. 280

2015-2017



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ARTICLE I PREAMBLE

This agreement is entered into by and between the City of Richland, hereinafter referred to as City, and the International Union of Operating Engineers Local 280, hereinafter referred to as Union. It is the purpose of this Agreement to achieve and maintain harmonious relations between the City and the Union, to provide for equitable and peaceful adjustment of differences, which may arise, and to establish wages, benefits and other terms and conditions of employment.

ARTICLE II RECOGNITION

The City hereby recognizes Local 280 as the exclusive bargaining representative for the purposes stated in Chapter 41.56 RCW of all regular full-time and part-time employees employed within the bargaining unit and job classifications listed in this Agreement. The classifications recognized as bargaining unit positions covered by this agreement shall be listed with pay rates in Appendix A of this agreement.

Section 2.01 Unit Description

For the purposes of this Agreement regular full-time employees shall mean employees occupying budgeted positions, working a regular schedule of 2080 hours in a calendar year in classifications listed in Appendix A of the Agreement.

The City may employ temporary employees to assist with seasonal work, unusually high workloads, and temporary job vacancies due to injuries, illnesses, and other extenuating circumstances. A temporary employee will not be employed more than eight (8) months (approximately 1385 hours) in a calendar year or consecutively for more than eight (8) months (approximately 1385 hours) without an approved Request To Extend Temporary Employment (see Exhibit 'A').

When the City has a need to extend temporary employment beyond eight (8) months, the temporary employee will be re-categorized as a limited term employee. A limited term employee is defined as a temporary employee whose tenure is greater than eight (8) months but no longer than twenty-four (24) months. Limited term employees have no right to steady employment, prior notice of termination or preference for regular full-time job openings. Temporary employees and limited term employees are not covered by the provisions of this Agreement unless stated specifically in writing, and are not subject to any conditions or benefits provided for in this Agreement including, but not limited to, access to the grievance procedure.

Temporary employees shall be subject only to statutory benefits with the exception of Paid Time Off (PTO) pay as specified in Section 13.01 and Holiday pay as specified in Section 13.04.

In addition to statutory benefits, limited term employees shall be provided with minimum health benefits as specified in Section 12.01(d) and leave benefits as specified in Sections 13.01 and 13.04.

Section 2.02 Communications and Notices

Any notices to be given hereunder by either party to the other, including formal written grievances, shall be effected in writing either by personal delivery or by first class mail as follows:

To the City

Human Resources Director
2700 Duportail
Post Office Box 190
Richland, Washington 99352

To the Union

Business Representative
Post Office Box 807
Richland, Washington 99352

ARTICLE III TERM AND RENEWAL

This Agreement shall be for a term of three (3) years commencing the first payroll period of 2015 and ending the last payroll period of 2017.

The City and the Union agree to enter into negotiations for a succeeding agreement by notifying the other party in writing no later than March 1, 2017.

ARTICLE IV SCOPE AND PREVAILING RIGHTS

Section 4.01 Basic Agreement

It is the intent and purpose of the Agreement to assure sound and mutually beneficial working and economic relations between the parties hereto, to provide an orderly and peaceful means of resolving any misunderstanding or differences which may arise, and to set forth herein the basic and full agreement between the parties concerning wages, hours, and other terms and working conditions of employment.

Section 4.02 No Discrimination

The City and Union understand that state and federal law prohibit discrimination, and shall abide by and support Richland Municipal Code section 2.28.105 related to Equal Opportunity Employment.

The City and Union also agree not to discriminate against any employee because of membership or non-membership in the union.

Section 4.03 Management Rights Reserved

Any and all rights concerned with the management, authority and operation of the City are exclusively that of the City and remain exclusively vested in the City except as modified by the expressed provisions of this Agreement. Examples of these rights include:

- a. To plan, direct, control and determine the operations and services to be performed by employees of the City;
- b. To determine the methods, means, number of personnel needed to carry out the aforementioned operations and services;
- c. To hire, transfer and promote including determination of qualifications, and development of job descriptions;
- d. To discipline and discharge regular full-time employees for just cause;
- e. To discipline and discharge probationary employees for any lawful reason;

- f. To enforce code of conduct;
- g. To determine standards for employee performance and conduct;
- h. To evaluate employees including use of or modification of performance appraisal programs;
- i. To provide coaching of employees in the proper use of equipment and performance of job responsibilities which may include supervisory training in the operation of equipment or other tools;
- j. To take all actions necessary to carry out the mission of the City in emergencies. An emergency means any unanticipated event threatening the health or safety of the City's employees or the public, or to mitigate the imminent potential for property damage when IUOE resources are not immediately available.

Except as provided in this Article or elsewhere in this Agreement, the City acknowledges its obligation to bargain with the Union over the effects and impacts of Management decisions that affect wages, hours and/or working conditions, upon written request of the Union.

ARTICLE V UNION MEMBERSHIP AND SECURITY

Section 5.01 Union Membership

All employees covered by this Agreement shall as of the effective date of this Agreement be required to share in the cost of maintaining and operating the Union as their collective bargaining agency, in accordance with lawfully adopted Union rules, and as may be limited by law, and shall be members thereof, in good standing. The foregoing provision shall not be construed as denying the City to the right to hire employees regardless of whether such employees are members of the Union, but is the intent of the parties that newly hired employees shall become members in good standing of the Union within thirty (30) days after the date of their employment.

In the event an employee member of the Union fails to maintain their membership or fair share payment to the Union, the Union will notify the City in writing through the Human Resources Department of such employee's delinquency. The City agrees to give notice to the employee within five (5) working days that the employee's employment status with the City is in jeopardy and that failure to meet the employee's membership obligation within fifteen (15) calendar days from the date such notice is received will result in termination. The Union will advise the City if the employee meets his/her membership obligation(s).

The City will provide the union a list of unit employees including the designation of their employment. Said list shall be provided on a monthly basis.

Section 5.02 Deduction of Union Dues

During the term of this Agreement, upon receipt of an executed voluntary written authorization, the City shall deduct Union dues monthly for employees who have signed such written authorization. The amounts to be deducted for Union dues shall be certified to the City by the appropriate Union official. Such deductions shall be made only when the employee's earnings for a pay period are sufficient after other legally required deductions are made. The City will submit a monthly accounting of such deduction giving the amount deducted opposite the employee's name.

Employees working less than full-time will be required to pay service dues as a condition of employment to Local 280 equal to regular Union dues. The requirement to pay monthly service dues will commence thirty (30) calendar days from the date of employment. Temporary employees will be able to participate in the dues checkoff. Temporary employees will not be otherwise covered or entitled to any provisions except as specified in the Agreement.

The Union agrees to indemnify and hold harmless the City, its officers, agents and employees, from and against any and all claims, demands, actions and other forms of liability, monetary or otherwise, arising from the application and enforcement of this section.

Section 5.03 Union Stewards

The City recognizes the right of the Union to designate eleven (11) stewards from among the employees covered by this Agreement. In addition to a Chief Steward, one (1) job steward may be designated from each of the following areas: 1) Solid Waste Collection; 2) Solid Waste Disposal; 3) Water Maintenance; 4) Waste Water Maintenance; 5) Equipment Maintenance/Warehouse; 6) Water Operations; 7) Waste Water Operations; 8) Parks and Facilities; 9) Streets; and 10) Meter Reading.

In addition to the grievance procedure, it is understood that a bargaining unit employee may request the presence of a union representative during a City-employee conference when one or more of the following apply: 1) as a part of an investigational interview or any meeting which could reasonably be expected to lead to or involve disciplinary action against the employee; 2) when in the best interest of all involved as determined by the supervisor; and 3) as provided for by applicable statute or case law. However, employees shall retain the right to decline representation.

Section 5.04 Union Release Time

After receiving permission from their supervisor and notifying supervisor of the employee to be visited, union Stewards may visit the work locations of employees covered by this Agreement for the purpose of investigating any grievance.

All union business shall be conducted during off-duty hours, except as provided in this Article. There shall be no solicitation of or for membership or collection or checking of dues or any other union activity during work hours. Work hours shall not be used by officers, employees or business agents to conduct union business or promote union affairs other than provided herein. This prohibition shall extend to all City-owned equipment and facilities including mail distribution systems, voice and electronic mail, personal computers, computer software and copying machines.

The steward or employee involved in investigating a grievance during the employee's regular working hours shall not lose pay for reasonable time, as determined by the employee's non-union supervisor. International Union representatives may participate as deemed necessary by the Union. Additional non-City union representatives may participate in grievance meetings with prior notice to the Human Resources Director.

The City agrees to pay a total of fifty (50) hours to each employee sitting on the Union negotiating team while they are on duty and engaged in face to face labor agreement negotiations with the City. No more than four (4) employees shall sit on the Union negotiating team.

Section 5.05 Union Visits

The designated business agent and/or other union representatives will be allowed access and visitation rights to City property and facilities provided advance notification of such visit is given to the appropriate supervisor and the visitation will not disrupt the workplace nor interfere with productivity.

Any employee called away from his work station (including Union stewards) to confer with the Union Business Representative must do so on non-City paid time and remain in such an unpaid status for the duration of the interview. Permission for an employee to leave their work station must be received in advance from the supervisor.

The Union agrees to indemnify and hold harmless the City for any loss, damages or claim arising out of such visits.

Section 5.06 Bulletin Boards

The City agrees to maintain a bulletin board during the term of this Agreement. Space on the bulletin board will be made available to the Union. Postings by the Union on such board are to be confined to official business of the Union, and must be initialed by a union steward prior to posting.

Section 5.07 Professional Standards

In keeping with professional ideals and standards, neither the Union nor the City shall invoke the name of the other party as a sponsor or supporter to any fund-raising activities without the written agreement of the duly-designated representative of the sponsoring party.

ARTICLE VI SAVINGS CLAUSE

Section 6.01 State and Federal Obligations

This Agreement shall not in any way interfere with the obligation of the parties hereto to comply with the State and Federal Law or of any rule, legislation, regulation or order issued by such government authority pertaining to the matters covered herein. The City agrees that it will notify and meet with the union regarding any changes to this agreement.

Section 6.02 Court Actions

If any provision of this Agreement or its application should be rendered or declared invalid by any court action, the remaining parts or portions of this Agreement shall remain in full force and effect.

Section 6.03 Binding

Except as provided in the above preceding paragraphs, the parties hereto agree this Agreement cannot be modified, changed or altered in any way whatsoever except by provision of notice, and meeting and conferring prior to implementation of any changes. It is understood that this agreement is not binding on successors or assigns.

ARTICLE VII FULL UNDERSTANDING, MODIFICATIONS, WAIVER

It is intended that this Agreement sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understanding or agreements

by the parties, whether formal or informal, regarding any such matters are hereby superseded or terminated in their entirety.

Except as specifically provided herein, it is agreed and understood that both parties voluntarily and unqualifiedly waive their rights, and agree that the other shall not be required to negotiate with respect to any subject or matter covered herein during the term of this Agreement.

Any agreement, alteration, understanding, variation, waiver, or modification of any of the terms or provisions contained herein shall not be binding upon the parties hereto unless made and executed in writing by all parties hereto, and if required, approved and implemented by the City Council and union membership.

Non-conflicting prior practices shall continue without interruption as a prior practice, which shall be defined as a practice which has been (1) unequivocal; and (2) clearly enunciated and acted upon by both parties; and (3) readily ascertainable over a reasonable period of time as fixed and an established practice.

The waiver or breach of any term or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

Exhibits 'B' and 'C' attached hereto are agreements between the City, International Brotherhood of Electrical Workers, Local 77, and International Union of Operating Engineers, Local 280 relating to Warehouse staffing. Said agreements are incorporated herein by reference.

ARTICLE VIII PERFORMANCE OF DUTY

The City and Union agree that public interest requires the effective and uninterrupted performance of public and emergency services. Nothing in this agreement shall be construed to give an employee the right to strike or refuse to pass through an official AFL/CIO sanctioned picket line associated with any City services. With respect to other official AFL/CIO sanctioned picket lines, employees shall be required to pass through when health, safety or emergency issues exist, or when a qualified supervisor is not available to perform the work.

No employee shall strike or refuse to perform their duties to the best of their ability during the term of this agreement. Neither the Union nor any of its members shall cause, encourage, or participate in any strike, picketing, slowdowns, sick outs, walk outs, or any other work stoppage or interference with the City's services or operations.

ARTICLE IX PROBATIONARY PERIOD, SENIORITY, PROMOTIONS AND TRANSFERS, LAYOFFS AND RECALLS

Section 9.01 Probationary Period

The first twelve (12) months of employment shall constitute a probationary period, during which time the seniority provisions of this Agreement will not apply. After satisfactory completion of the probationary period, all names must appear on a seniority list as of the first date of employment.

An extension to the twelve (12) month probationary period will be required when an employee is promoted or transferred prior to his/her successful completion of a twelve (12) month probationary period. In this case, the promoted or transferred employee shall complete six (6) months of probation in the new classification (refer to Section 9.03 Promotion and Transfers).

Supervisors shall be responsible for meeting with the probationary employee and conducting written performance evaluations following the sixth (6th) month and twelfth (12th) month, or more often if needed. Upon successful completion of probation, the employee shall be considered "regular full-time".

Section 9.02 Seniority

Seniority shall for the purpose of this Agreement be defined as an employee's length of continuous full-time service since their last date of hire, less any adjustments due to layoff, approved leaves of absence without pay or any other breaks in service. Seniority within the Division will be as of the first day of regular employment in the Division.

a. Seniority List Divisions

Water (Water Operations and Water Maintenance; includes Meter Service Worker)
Waste Water (Waste Water Operations/Waste Water Maintenance/Storm Water Maintenance)
Equipment Maintenance
Parks and Facilities
Street Maintenance
Warehouse
Solid Waste (Solid Waste Collection and Solid Waste Disposal)
Meter Reader

Seniority lists for Divisions listed above shall be updated by Human Resources and reviewed by IUOE stewards annually. The lists shall show relative position based upon:

1. Continuous service within the Division.
2. In the event of a tie on 1 above, length of service within the classification shall determine position on the list.
3. In cases where two (2) or more employees start to work on the same day, the date of application for employment shall establish priority of position on the seniority lists.

b. Termination of Seniority

Seniority and the employment relationship shall be terminated when an employee: 1) quits or; 2) is discharged for just cause; or 3) is absent for three (3) consecutive work days without notifying the City providing that the employee was able to do so; or 4) is laid off and fails to report within seven (7) calendar days after having been recalled by certified mail sent to last known address on record; or 5) fails to report for work within one (1) work day after termination of an authorized leave of absence; or 6) is laid off in excess of two (2) years; or 7) retires.

Section 9.03 Promotions and Transfers

All qualified, regular full-time City employees covered by this Agreement may apply for job vacancies for the classifications listed in Appendix A of this Agreement. The City shall internally post each job vacancy and provide qualified, regular full-time City employees covered by this Agreement first consideration over all other City employees and non-employees. Provided, the seeking of qualified applicants by posting vacancies inside and outside the City shall not be considered a violation of this agreement.

Probationary employees are not considered regular full-time employees until successfully completing a twelve (12) month probationary period; however, probationary employees are eligible to apply for promotions and/or transfers upon completion of at least six (6) months of the probationary period. An employee who is promoted or transferred prior to completion of a twelve (12) month probationary period, must successfully complete at least six (6) months of probation in the new position before becoming a regular full-time employee.

Applicants must meet the minimum qualifications for the posted job classification in order to participate in the examination process. Actual job performance, knowledge, skills, abilities, training and experience shall be considered in any examination used to determine qualifications and fitness of candidates. If the qualifications and fitness of the applicants covered by this Agreement are relatively equal, the following factors shall be considered respectively:

1. Length of continuous service within the Division (see Section 9.02 Seniority).
2. Length of continuous service within the IUOE bargaining unit.

It is understood by the parties hereto that if examinations are utilized, they will be given to all those applying for the position.

After complying with the provisions as stated above and a vacancy still exists, first consideration will be given to part-time and temporary employees who have successfully completed at least one season of employment with the City, or who receive the recommendation of their supervisor. This is not a guarantee of an offer of regular employment, and the City reserves the right to open up the application process to all other City employees and non-employees at the same time.

When an employee is promoted into a higher classification, the employee shall receive compensation at the appropriate step in the higher classification. The appropriate step shall be one that will make at least a seventy-five dollar (\$75.00) per month increase over the employee's base rate, but in no case will it exceed the top step of the higher classification.

When an employee is transferred to another classification, the employee shall receive the same compensation unless a higher step is required to avoid a reduction in the employee's base rate of pay. However, in no case will the employee's base rate exceed the top step of the new classification.

When an employee has been transferred or promoted into any position in which the employee has had limited experience, the employee shall be given a thirty (30) calendar day training period.

Immediately following the transfer or promotion, the employee and supervisor shall review a written summary of anticipated job duties and expectations (standards) for performance.

On or about two (2) weeks into the training period, the supervisor will meet with the employee to review and discuss the employee's Training Period Performance Review. In addition, the supervisor and employee will discuss job duties and expectations as outlined at the time of the promotion or transfer, and whether training has been adequate for the employee to learn the specific job duties encountered during the first two (2) weeks of training.

If within five (5) days before the end of the training period it is determined that the employee will not be successful in the new position based on two (2) Training Period Performance Reviews, the employee will be returned to his/her previous position. A probationary employee is not guaranteed a return to his/her previous position. If it is determined by the City that an extension of the training period is necessary to afford the promoted or transferred employee exposure to other aspects of the work as specified in the original written duties and expectations, the employee shall be notified within the time frame noted above.

It is understood that the City will not fill the vacated position with a regular full-time employee while the promoted or transferred employee is undergoing his/her training period. The vacated position may be filled temporarily by an upgrade, or a provisional appointment may be made. At such time as the employee has completed a successful training period, the vacant position may be filled in accordance with this section.

The promoted or transferred employee shall retain seniority in his/her previous seniority group until such date that a final decision is reached on successful completion of the training period.

Section 9.04 Layoffs and Recalls

When by reason of lack of work, budgetary consideration, or any other reason, it is necessary to lay off employee(s) in a given job classification within a Division, the employee with the least seniority in the classification within the Division shall be dispositioned first.

Employees being dispositioned may choose to transfer (bump) to a lower or equal paying bargaining unit classification provided:

1. The employee has more seniority in the bargaining unit than the incumbent.
2. Employee meets the current minimum job requirements of the classification.
3. The employee has previously worked in that classification or a higher level in the classification series within a Division (e.g., Maintenance Craftworker I and Maintenance Craftworker II; Utility Craftworker and General Craftworker, etc.) at an effective performance level which will be determined by a review of employee's official personnel record by Human Resources.

Employees laid off will retain recall rights for a two (2) year period; however, prior to using the recall list, each job opening will be posted to regular full-time IUOE employees first. If there are no qualified candidates, the recall list will be used.

Employees laid off shall be recalled in the reverse order to that of the layoff. Employees recalled and reinstated will retain established bargaining unit seniority for the purpose of PTO accrual and other seniority related provisions of this agreement. Accrued Grandfathered Sick Leave at the time of layoff will be credited to the employee at the time of recall/reinstatement.

ARTICLE X HOURS OF WORK AND WORKING SCHEDULES

This article is intended to define the normal hours of work per day or per week in effect at the time of execution of this Agreement. Nothing unless expressly contained within this Agreement, shall prevent the City from restructuring the normal workday or workweek for the purposes of promoting the efficiency of municipal government.

Section 10.01 Work Day

Eight (8), ten (10), or twelve (12) hour days may be considered standard work shifts for bargaining unit personnel. Division managers shall have full authority in establishing appropriate workweeks, work days and work shifts. Employees will report for work on time and ready to begin work at the designated starting time.

The workday shall be defined as commencing at the start of an employee's regular shift and shall end at the start of the employee's next regularly scheduled shift. This shall not apply to plant operators who work a non-traditional work schedule.

Section 10.02 Work Week

Forty (40) hours shall constitute the normal workweek for all regular full-time employees. The work week shall commence Sunday midnight of the current week and end midnight the following Sunday.

Section 10.03 Rest Periods

Employees shall be allowed fifteen (15) minutes of break time for each one-half (1/2) shift.

Section 10.04 Work Shift

The normal work shift shall start at 7:00 a.m. and continue until 3:30 p.m.

Employees will be allowed a ten (10) minute clean-up time prior to the end of their work shift, to the extent ten (10) minutes are needed to clean up.

Employees shall travel from shop to shop on City time and shall report at the shop headquarters in which they are regularly employed in time to begin work promptly at the designated starting time.

It is recognized that at times emergency conditions experienced in the City's service area are beyond that in which an employee can safely and efficiently work. It is agreed that under such conditions the employees may be assigned alternate duties in a protected area or relieved from duty per Section 10.07 and authorized to utilize available paid time off for subsequent whole day instances. The intent

of this provision is to reaffirm the willingness of the City and Union to emergency conditions may provide a valid reason for a supervisor to assign alternate duties. The Union recognizes that emergency work involving danger to life or property must be performed regardless of the emergent conditions.

Where possible, employees will be provided at least seven (7) calendar day notice of permanent shift changes that will be in excess of one (1) week in duration. Individual employee(s) affected by such changes and the division steward will be notified. Temporary shift changes will be with at least twenty-four (24) hour notice, except in cases of natural or civil disaster.

Section 10.05 Meal Periods

The City retains the right to manage breaks and meal periods within State and Federal rules and regulations except that a break shall be defined as 15 minutes in accordance with Section 10.03.

The total amount of unpaid time to be allowed for the lunch period shall be one-half (1/2) hour, between 11:00 a.m. and 1:00 p.m. Employees will be allowed up to a ten (10) minute clean-up time prior to the start of their meal period. Meal periods shall normally be taken in the field for employees who normally work in the field. If a restroom is not available at the job site then employees may drive to the nearest public restroom available. Breaks and meal periods will not be combined nor stacked at the end of a shift. The one-half (1/2) hour may be changed to one (1) hour by agreement between the City and the Union.

If an employee works through his or her designated lunch period at the direction of his or her supervisor, a one-half (1/2) hour lunch period will be paid at straight time if the employee commences lunch at 12:45 p.m. or later.

Exceptions to these hours may be established to meet the conditions in some particular cases by mutual consent.

Lunchtime for irregular shifts shall normally be at mid-shift.

Section 10.06 Call Outs

A voluntary call out list will be established for each operating division as required. The list will be established for a seven (7) day period, which may fluctuate during weeks in which holidays occur.

Employees who volunteer will be called out in seniority order. Subsequent call outs will commence with the next employee listed after the employee who reported for the previous call out assignment.

Employees who volunteer will be expected to report when called out. However, should an employee be unable to report and the list is exhausted, the least senior qualified employee is required to respond to such call out.

The right of the City to require such call out work is expressly affirmed by the Union.

Section 10.07 Relief From Duty

Employees relieved from duty during the first half of the day or shift shall receive not less than one-half (1/2) day's pay. If relieved after having been on duty more than one-half (1/2) day, they shall then receive a full day's pay. This clause will not apply to employees relieved from duty due to disciplinary action.

ARTICLE XI WAGES, SHIFT DIFFERENTIALS, OVERTIME AND PAYDAY

Section 11.01 Wages

All employees covered by this Agreement and on the payroll as of the effective date of this agreement shall receive wages per Appendix 'A' attached hereto. Regular full-time employees shall be eligible for progression based on the recommendation of his or her supervisor (which may be based on performance appraisals, discipline, etc.). Progression through the range shall be in six (6) month intervals, subject to satisfactory performance. Withholding of progression shall only occur when supporting documentation of unsatisfactory performance is in a performance appraisal or disciplinary action. All such increases shall take effect at the first of the pay period following the six (6) month interval.

Section 11.02 Shift Differentials

All employees, except plant operators, who commence their shift on or after 12:00 p.m. and before 2:00 p.m., shall receive an additional forty-five cents (\$.45) per hour for all hours worked on that shift after 2:00 p.m. This rate shall be increased to fifty cents (\$.50) per hour when the shift commences on or after 10:30 p.m. and before 5:00 a.m. Shift differential shall not be applied to call out hours worked.

Shift differentials for Plant Operators are included in the wage associated with that classification.

Section 11.03 Temporary Work In A Higher Classification (Acting Pay)

A qualified employee placed on a temporary assignment to a higher classification shall receive compensation at the appropriate step in the higher classification. The appropriate step shall be one that will make at least a sixty dollar (\$60.00) per month increase over the employee's base rate, but in no case will it exceed the top of the higher classification scale. Such compensation will be made on an hourly basis for actual hours worked in the higher classification.

Criteria for selection of a qualified employee shall be made as follows:

1. Upgrades will be on a rotational basis among qualified employees beginning with the most senior employee.
2. In order to maintain the upgrade, the employee must demonstrate satisfactory performance in the upgrade position.
3. The employee may be removed from the upgrade if performance is unsatisfactory. The employee will be given reason(s) for unsatisfactory performance.
4. Employees may refuse an upgrade.
5. If all qualified employees refuse the upgrade, the least senior qualified employee will be upgraded.

An employee who works 1040 cumulative hours in an upgrade position is eligible for a within range increase in the upgrade position. The employee's supervisor shall be responsible for maintaining records of cumulative hours in upgraded positions, and such information shall be available to the employee upon request.

Section 11.04 Overtime

Authorized work performed by employees, which exceeds the standard work schedules may be compensated as set forth in "A" and "B" below. Overtime pay shall be calculated on the base rate of the position in which the authorized overtime was worked. Overtime worked will be accrued in tenths of hours (each tenth equaling six (6) minutes). All overtime shall be paid in the form of dollars and cents only.

- a. Time and one-half (1-1/2) will be paid for:
 - 1. Hours worked on the first scheduled day of rest;
 - 2. Hours in excess of the regularly scheduled full time work shift.
- b. Double time will be paid for:
 - 1. Hours worked on the second scheduled day of rest;
 - 2. Call-out hours during the period commencing at 12:00 midnight and ending at 7:00 a.m. or the beginning of the regular work shift, whichever is earlier;
 - 3. Cumulative hours worked in excess of twelve (12) in any single workday; and until six (6) hours of rest.
- c. Employees assigned to work schedules which provide for consecutive days of rest in excess of two days shall be compensated as follows:
 - 1. Time and a half for all hours worked on the first day of rest.
 - 2. Double time for all hours worked on the second day of rest.
- d. For overtime worked on subsequent days of rest, compensation shall be as follows:
 - 1. If the overtime worked is the first occasion during the rest day period, compensation shall be at time and a half.
 - 2. If the overtime worked is on the second or subsequent consecutive days after the first occasion of overtime work, compensation shall be at double time.
 - 3. If a break in work schedule occurs, the cycle shall commence accordingly as a first day of rest.

Section 11.05 Call-out Pay

Upon acceptance of the call-out assignment, pay for call-out time shall not be less than the equivalent of four (4) hours pay at straight time rate, unless such call-out time extends into the employee's regular scheduled shift, in which case pay shall be only for the period of time between the beginning of the call-out work and the beginning of the shift. Call-out pay shall begin at the time the employee accepts the call-out. A thirty (30) minute response time is required for call-outs.

The guarantee of a minimum of four (4) hours pay at straight time shall apply only to a two and one-half (2 1/2) hour period initiated by a call-out, regardless of how many subsequent call-outs may occur during that two and one-half (2-1/2) hour period.

A subsequent two and one-half (2-1/2) hour period initiated by a call-out. a) Occurring after completion of work and return home from a previous call-out and b) occurring after elapse of the previous two and one-half (2-1/2) hour period initiated by the first call-out, will be granted an additional guarantee of four (4) hours straight time pay regardless of how many call-outs are made during that two and one-half (2-1/2) hour period.

This procedure is repeated as necessary. After 12:00 midnight the two and one-half (2 1/2) hours referenced will become a two (2) hour period.

Section 11.06 Scheduled Overtime

Scheduled overtime shall be offered to senior qualified employee(s) on a rotational basis, and is not subject to the four (4) hour call-out provision outlined in Section 11.05, nor is an employee eligible for meals provided for in Section 10.05 of this Agreement. However, an employee shall work and be paid, at the appropriate overtime rate, for a minimum of four (4) hours for any overtime scheduled on a day of rest.

Refusal of scheduled overtime shall be charged as overtime hours worked for record keeping purposes.

The City will provide notice to affected employees no less than twelve (12) hours in advance of such scheduled overtime, except in cases of emergency.

Section 11.07 Shift Extension Overtime

Overtime, which is the extension of a shift at its end, is not to be treated as call-out or scheduled overtime but rather paid pursuant to the provisions of Article 11.0. An extension of the beginning of a shift shall not be treated as a call-out and paid accordingly.

Section 11.08 Required Overtime

In the event qualified employees do not volunteer to perform required overtime, least senior qualified employees will be required by the City to perform such required overtime work. The right of the City to require such overtime work is expressly affirmed by the Union.

Section 11.09 Meal Reimbursement

An employee shall be reimbursed for a hot meal when 1) he or she has been called out and works a minimum of three (3) hours or; 2) he or she is called out and the call-out extends into the employees regularly scheduled shift, or; 3) his or her shift is extended a minimum of two (2) hours.

The time allowed for meals shall be non-compensable. The meal period shall be on City time in all circumstances when the employee is required to remain on duty during the meal period. Meals will be reimbursed in accordance with the City's per-diem schedule. The City's per-diem schedule will be updated as the Internal Revenue Service establishes new rates.

The following meal periods will determine the appropriate meal reimbursement:

<u>Meal</u>	<u>Current Per-Diem Rate</u>	<u>Meal Period</u>
Breakfast	\$ 8.00	12:01 a.m. – 8:00 a.m.
Lunch	\$13.00	8:01 a.m. – 4:00 p.m.
Dinner	\$25.00	4:01 p.m. – 12:00 p.m.

The time the employee becomes entitled to a meal determines the per-diem rate to be used. If an employee, for example, is called out at 8:30 p.m. and works until 1:30 a.m., the employee is entitled to a meal at 11:30 p.m. (three (3) hours after the call-out) at the dinner rate. However, if an employee is called out at 10:00 p.m. and works until 1:30 a.m., the employee is entitled to a meal at 1:00 a.m. at the breakfast rate.

An employee shall be entitled to a second meal in the event he/she works an additional four (4) hours after he/she is entitled to the first meal.

The City will pay up to the appropriate per-diem rate for meals at Richland establishments determined by the City. Employees are not required to submit meal receipts.

Section 11.10 Payday

Normally, the City will pay its employees every other Thursday. Pay shall include time worked for the two (2) week period through the previous Sunday. If any payday falls on a holiday, the preceding day shall become the payday.

ARTICLE XII INSURANCE AND BENEFITS

Section 12.01 Health Benefits

- a. The City sponsored Preferred Provider Organization Plus (PPO+) Plan provides coverage for Regular Full Time employees and their eligible dependents.

Effective January 1, 2015, employees will contribute the following percentage amounts per month towards the employee and dependent health care package provided by the City, based on the tier the employee has elected. All Regular Full Time employees must enroll in a health plan tier. The monthly employee contribution will be split equally and payroll deducted from the employee's first two paychecks of each month.

<u>Employee Contribution by Tier</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>
<u>% of Tier</u>	<u>10%</u>	<u>11%</u>	<u>12%</u>
Employee Only	\$113		
Employee & Spouse	\$134		
Employee & Child/Children	\$123		
Employee, Spouse & Child/Children*	\$153	\$162	\$194

**Cap on Employee, Spouse, & Child/Children ("Family") Tier*

b. Dental

The City will pay for a plan, which covers the employee and all of his or her eligible dependents. Dental election shall be based on tier as described above, and may be different than the health plan tier elected.

c. Vision

The City will pay for a plan, which covers the employee and all of his or her eligible dependents. Vision election shall be based on tier as described above, and may be different than the health plan tier elected.

- d. When statutory benefits are required under the Affordable Care Act (ACA), Temporary and Limited term employees shall only be eligible for minimum health benefits per the City's Essential Health Plan as required under the ACA. The City shall define the Plan and the rates. The Employee may opt out of coverage for the employee and dependents. The Employee shall pay 50% of the employee premium and 50% of the Child premiums. The Employee shall pay 100% of the premium for a Spouse, if elected.

The City reserves the right to select the health care carrier or administrator of said health care benefit program. The Union recognizes the City may need to make benefit plan changes as are reasonably necessary to comply with the provisions of the ACA and to avoid the need to pay penalties and/or excise tax under the ACA.

Effective January 1, 2016, the PPO+ Plan design shall be revised as follows:

Deductible - \$500 Individual, \$1500 Family

Office and Specialty Co-Pays - \$20

The City will allow IUOE members the option to enroll in a High Deductible Health Plan (HDHP) for eligible employees if the City implements such a plan during the term of this Agreement, as an additional option to the PPO+ Plan. The HDHP may have a Health Savings Account (HSA) component.

The City may form an insurance advisory-only committee to explore consumerism, wellness, and healthcare costs mitigation measures during the term of this Agreement. If formed, the IUOE may designate members to participate on the Committee.

The parties agree to commence negotiations for a successor Agreement no later than March 1, 2017, to allow time for the parties to address impacts of the Affordable Care Act and avoidance of excise tax.

Section 12.02 Long Term Disability

The City will pay the entire premium for a Long Term Disability policy. The policy shall have a benefit of up to 60% of the monthly base salary with an elimination/waiting period of 90 days. The maximum monthly benefit shall be \$7,500.

Section 12.03 Life and Accidental Death & Dismemberment

The City will maintain Life and AD&D policies which provide a death benefit equal to two (2) times an employee's annual base salary, rounded up to the nearest thousand. The City will pay the entire premium for this coverage.

Section 12.04 Deferred Compensation

a. Voluntary Program

In accordance with the City's plan document and limitations of federal law, regular full-time employees are eligible to voluntarily participate in a City Internal Revenue Code (IRC) section 457 Plan.

b. City Matching Program

For regular full-time employees, the City will match an employee's contribution of up to three percent (3.0%) of base pay into either a City IRC 457 Plan or a City 401(a) Plan.

In lieu of a one-to-one match, the City has modified its match of the employee's contribution to a two-to-one match up to three percent (3%). This match modification allows employees the opportunity to reduce their contributions to the IRC 457 plan to help offset increases in health insurance premium share. For example:

<u>Employee</u>	<u>City</u>	<u>Total</u>
0.5%	1.0%	1.5% of base pay
1.0%	2.0%	3.0% of base pay
1.5%	3.0%	4.5% of base pay

This match modification is not applicable to the 401 (a) plan due to the irrevocable election required under the 401 (a) plan.

Section 12.05 Post Employment Health

Effective December 29, 2014, the Post Employment Health / Retiree Medical Plan and related programs will be modified and will affect employees/retirees as follows:

12.05.1 Active employees as of December 31, 2012, who chose to remain on the Post Employment Health / Retiree Medical Plan (Comprehensive Plan):

- 1) Employees active as of December 31, 2012, who chose not to participate in the buy-out offered in 2012 and 2013 then had remained eligible for the Comprehensive Plan

as modified January 1, 2013. (The Post Employment / Retiree Medical Plan was modified to a Comprehensive Post Employment Health / Retiree Medical Plan.)

- 2) For retirees enrolled in the Comprehensive Plan, the plan is tiered rated based on tiers determined by the City at renewal annually, and the retiree shall contribute 50% and the City shall contribute 50% of the tier elected by the retiree.
 - a. For active employees who remain eligible to participate in the Comprehensive Plan, the City shall provide two separate individual-choice election periods for optional buyout ("opt-out").
 - b. For period one, employees must elect to opt out in writing no later than April 22, 2015.
 - c. Conditioned upon 9 eligible employees opting out, and in consideration for concessions given, the wage increase for the contract will be:
 - 2015 – 2.00% general increase plus additional 0.3%
 - 2016 – 2.00% general increase plus additional 0.3%
 - 2017 – 2.00% general increase plus additional 0.3%

(If opt outs are greater or lesser than 9 in period one, the wage shall be adjusted accordingly, up or down, as follows: Depending on the number of employees electing the opt out by the deadline, the additional base wage increase of up to a maximum of 0.75% for the payroll year of 2015 will be prorated for all IUOE represented employees in accordance with the Proration Schedule (Attached). This proration schedule ensures that if up to 22 IOUE employees who are eligible for post-employment benefits choose to opt out, then all represented employees will receive the full additional 0.75% base pay for the first year of the Agreement beginning with the 2015 payroll year. The actual count of opt outs determines the additional % of base for everyone in accordance with the proration schedule, and any additional opt-outs over 22 shall not increase the base pay increase percentage (maximum additional base pay increase is 0.75%.)

- d. For the second opt out period, employees must elect to opt out no later than June 1, 2015. The actual pay out of the corresponding HRA contribution shall be made in the first pay period of the 2016 calendar year, based on the employee's base wage as of the last day of the 2015 payroll year. Depending on the number of employees electing the buyout by the deadline, the additional base wage increase of up to 0.75% for the two remaining payroll years of the Agreement will be prorated for all IOUE represented employees in accordance with the Proration Schedule.
 - e. In no case will additional adders be greater than 0.75% to base wage for each of the three years of the Agreement, assuming 22 or more opt out. Additionally, if the second opt out Period results in a higher adder to base wage than during the first opt out Period, there will be no retroactive increase to the base wage adder for the first year of the Agreement. If employees who are part of those eligible for opt out separate service from the City prior to the final June 1, 2015 opt out deadline, they shall be counted as an opt out for

purposes of determining base wage adder for all employees on the Proration Schedule.

- f. For employees electing the opt out reimbursement program in (b) or (c) above, the opt out reimbursement is based on the employee's years of service since January 1, 2003, utilizing the same formula as was used in the prior contract buy-out option. For period one elections, the reimbursement shall be dispersed to the employee's RHS account in May 2015 based on the employee's rate of pay as of December 28, 2014. For period two elections, the reimbursement shall be dispersed to the employee's RHS account in January 2016 based on the employee's rate of pay as of December 27, 2015.
- g. For employees electing the opt out reimbursement program, effective the first day of the payroll year following the election, the City shall contribute one percent (1%) of base salary each payroll period to the employee's City-sponsored ICMA RHS account.

12.05.2 For employees hired on or after January 1, 2013, in lieu of eligibility for the Comprehensive Plan, the City shall contribute one percent (1%) of base salary each payroll period to the employee's City-sponsored RHS account and the employee shall contribute one percent (1%) to the same account.

12.05.3 Transition from RHS to Section 401(a) or Section 457 due to ACA:

Effective January 1, 2018, both the employees' and any/all City RHS contributions addressed in this Agreement shall be discontinued, and the City shall establish an equivalent-contribution program to an IRC Section 401(a) plan, if allowed by IRS guidelines. If these City and employee contributions cannot be made to a Section 401(a) plan, the City shall instead establish an IRC Section 457 plan instead, for both City and Employee contributions, except that the employee 1% contribution shall be voluntary by the employee. Should the parties negotiate a successor Agreement prior to January 1, 2018, this provision may be altered during such negotiations to allow continuation of RHS if the RHS program is not considered a medical plan for excise tax calculation purposes.

12.05.4 Grandfather provision for former employees retired as of December 31, 2012:

Retirees already participating in the Post Employment Health / Retiree Medical Plan will continue to participate in this plan. Effective January 1, 2013, the plan will be referred to as the Active Match Post Employment Health / Retiree Medical Plan. The retiree will continue to pay 50% of the City's *composite* rate as in the past. At each plan renewal year, the retiree will pay 50% of the composite rate.

Section 12.06 Retirement Health Savings Program.

For regular full-time employees, the City will contribute 0.5% of base pay to the City's Retirement Health Savings (RHS) Program.

Upon service retirement from the City, employees shall contribute all unused Grandfathered Sick Leave within the limits of this agreement to the RHS Program (refer to Section 13.03 Treatment of Grandfathered Sick Leave).

Section 12.07 IRC Section 125 Flexible Spending Account

Employees may voluntarily participate in the IRC Section 125 Flexible Spending Account program when offered by the City. The City will pay the administrative fee.

Section 12.08 Retirement

The City agrees to participate in the Public Employee Retirement System plan in accordance with the regulations established by the Public Employee Retirement System.

Section 12.09 Optional Coverages

Subject employees may voluntarily contribute to and participate in other optional benefits offered by the City, included but not limited to the Employee Wellness and Employee Assistance Programs. It is understood that optional benefits may change or be discontinued at any time at the City's discretion.

ARTICLE XIII LEAVES

Section 13.01 Paid Time Off and Extended Sick Leave Program

Effective the first payroll period of 2009 (December 22, 2008), Paid Time Off (PTO) is provided to regular full-time employees in lieu of Vacation and Sick Leave. In addition to PTO, an Extended Sick Leave (ESL) bank is created

The purpose of PTO is to compensate employees for absences due to injury, illness, vacation and personal business. In addition, the program is designed to provide employees with personal flexibility regarding the use of leave.

With the implementation of PTO and ESL, the following will be eliminated: 1) vacation bonus day (eight (8) hours is included in the PTO accrual rate calculation); 2) floating holiday (eight (8) hours is included in the PTO accrual rate calculation); 3) doctor and dentist appointment leave (ten (10) hours is included in the PTO accrual rate calculation); and 4) bereavement leave.

Paid Time Off (PTO)

Regular full-time employees shall accrue PTO as follows:

Accrual and Use

PTO hours accrue based upon the actual number of regular hours worked.

Years of Continuous Service	Hours per Month
0-9	20.17
10-15	22.17
16-20	24.17
20+	26.17

Temporary employees shall earn PTO pay at a rate of four (4) hours per month of service to be paid upon completion of the temporary assignment.

Limited term employees shall accrue PTO at a rate of twelve (12) hours per month of service. Limited term employees shall be eligible for use of PTO upon approval of the supervisor and shall be eligible for payout of PTO upon separation.

Upon completion of six (6) months of employment, probationary employees shall be eligible for payout of PTO upon separation.

Accumulation Limit

Accumulation of PTO shall be limited to 500 hours. Employees will be responsible for ensuring that they do not exceed the limit by December 31st of each year. Any balances in excess of will be reduced to at that time.

Pro-ration

Leave accrual for regular part-time employees is prorated based on scheduled hours.

Authorized Uses

Authorized use of PTO must be either Scheduled or Unscheduled (see definitions below). Employees will only be compensated for utilizing leave which meets the below authorized uses. Leaves not meeting the below criteria will be considered unexcused absences and may result in disciplinary action.

(1) Scheduled

Scheduled uses are those not defined as unscheduled. Requests for scheduled PTO must be submitted at least five (5) days in advance. Once PTO has been scheduled, it may not be changed except for reasons authorized by the division supervisor. Depending on the workload of the unit, the supervisor may waive all or part of the five (5) day advance notice requirement. Obtaining prior approval constitutes scheduled leave.

(2) Unscheduled

Unscheduled uses of PTO must be compelling and of an emergency/urgent nature. Preventative health and dental appointments are not considered unscheduled and must be requested in advance in accordance with the provisions for scheduled uses above.

An employee who is unable to report to work due to an unscheduled absence must contact their division supervisor in accordance with department/division policy, or absent such a policy no later than two (2) hours after the beginning of his/her scheduled work shift.

Prior to submitting a timecard an employee, if requested, must provide his or her division supervisor with satisfactory explanation/documentation as to the nature and extent of unscheduled PTO uses.

The employee must keep his or her division supervisor informed of a medical condition. If the absence is of more than three (3) working days' duration, the employee may be required to submit a medical certificate signed by a physician stating the kind and nature of the sickness or injury and stating that the employee has been incapacitated for work for the period of absence.

Below are eligible unscheduled uses:

Personal Sick

Unscheduled PTO is available for employees who need to take leave for personal illness or non-work related physical disability.

Work Related Illness or Injury

Employees may use scheduled PTO for follow-up medical appointments related to an industrial injury, or to make up differences between state mandated benefits and regular pay as outlined in Section 13.05 Occupational Disability Allowance herein.

Family Sick

Unscheduled PTO is available when employees are required to provide temporary assistance in situations where injury or illness of an immediate family member prevents them from coming to work. Immediate family members include spouse; child and grandchild (natural, adopted and step); parent, guardian, grandparent and sibling (natural, adopted, step and in-laws); domestic partner. It does not include uncle, aunt, niece, nephew or cousin.

Annual Buy-Out

With written approval from the division head and department director, an employee may buy-out a portion of his or her accumulated PTO on an annual basis. Said buy-out will be made at the employee's base straight time hourly rate of pay and is subject to the following:

- (1) The employee must have at least 200 hours of PTO remaining in his or her accumulation account after said buy-out;
- (2) The employee must have taken at least five (5) consecutive scheduled days off in the twelve (12) months preceding the buy-out;
- (3) The minimum cash buy-out is twenty (20) hours and the maximum is forty (40) hours of PTO; limited to one (1) time per calendar year;

- (4) Employees may buy out an additional twenty (20) to forty (40) hours of PTO for purposes of funding the ICMARC 457 Deferred Compensation plan; limited to one (1) time per calendar year;
- (5) Approval of the buy-out is discretionary on the part of the employee's department director who may approve all, a portion or none of the request depending upon available funds, and anticipated workload of the employee as determined by the City;
- (6) Approved requests for buy-outs must be submitted as a part of the regular payroll (no special requests) as an entry on the employee's timecard;
- (7) Employees are responsible for understanding the tax implications of such a buy-out.

Pay-Off Upon Termination

Except for employees serving their initial probationary period, accumulated PTO up to the accumulation limit of 500 hours shall be paid out at the time of termination. Said hours shall be compensated at the employee's straight time base rate of pay.

b. Donation and Transfer

The policy of the City is to allow employees to donate PTO to co-workers facing personal emergencies who have exhausted all accrued leave.

An employee is eligible for donated PTO when 1) he or she has suffered an extraordinary injury or illness (from other than a work-related cause) which exceeds sixty (60) calendar days in duration and has exhausted all applicable accumulated leaves; or 2) when an attending physician determines the presence of an employee is necessary because of an immediate family member's medical condition which exceeds sixty (60) calendar days in duration and the employee has exhausted all other available leaves.

Recipients are limited to receiving 240 hours of donated leave for any one incident or illness and may not request Donated Leave more than one time in any concurrent five (5) year period.

The leave recipient must pay insurance premiums while using donated leave, and will not accrue any other leaves while using Donated Leave.

An eligible employee requiring use of Donated Leave shall notify his or her division manager in writing that the use of donated leave is required, explaining and providing written documentation as to the circumstances.

The division manager shall forward the request to Human Resources for approval. The Human Resources Department is responsible for approving the request and forwarding the PTO/Vacation Donation Transfer Form (see Exhibit 'D') to the respective division for organizational wide notification and distribution.

City employees may donate PTO leave to other employees under the following conditions:

- 1. A PTO balance of at least 200 hours is maintained after the transfer, and, employees may not donate more than 100 hours per year of their PTO balance.

2. PTO is transferred based on the dollar value of said leave. For example, the requesting employee earns \$10.00 per hour base. The donating employee earns \$20.00 per hour, and wishes to transfer 10 hours. As a result, \$200 worth of leave is transferred. The requesting employee will be credited with 20 hours (\$200 divided by \$10/hour).

No City employee may intimidate, threaten or coerce any other employee with respect to donating, receiving or using leave under this program. If the recipient does not use all the leave donated, the remainder will be returned to the donors as nearly as possible in the ratio of each employee's donation to the total amount.

Section 13.02 Extended Sick Leave (ESL)

The purpose of ESL is to compensate regular full-time employees for long-term illness/injury or for grieving and bereavement of a family member.

Full Time Accrual Rate

Effective December 19, 2012, ESL will accumulate at a rate of four (4) hours per month. Regular full-time employees will be credited with forty-eight (48) hours of ESL upon successful completion of probation.

Accumulation Limit

There is 600 hour limit of ESL that an employee can accrue.

Proration

Leave accrual limits for part-time employees are prorated based on scheduled hours.

Authorized Uses

ESL is available when employees are required to provide long-term assistance in situations where injury or illness of self or an immediate family member prevents them from coming to work. Immediate family members include spouse; child and grandchild (natural, adopted and step); parent, guardian, grandparent and sibling (natural, adopted, step and in-laws); domestic partner. It does not include uncle, aunt, niece, nephew, or cousin. This leave is only available once the employee has been on approved leave (for illness/injury) for over ten (10) continuous working days. It may be used retroactively if the condition persists for over ten (10) working days and Paid Leave was originally requested.

With the HR Director's approval, an employee returning to work from a serious illness/injury may be eligible to use ESL on an intermittent basis to continue treatment/rehabilitation.

ESL is authorized up to forty (40) hours for bereavement purposes (immediate family as defined above) per occurrence. Additional time off may be requested using PTO.

Pay-off Upon Termination

There will be no cash out available for ESL upon termination or retirement.

Donation of ESL

ESL cannot be donated.

Section 13.03 Treatment of Grandfathered Sick Leave

All existing sick leave accumulated prior to the first payroll period of 2009 (December 22, 2008) is considered "grandfathered". Authorized uses include only scheduled preventative health and dental appointments, unscheduled personal/family illness, or long-term illness or injury. Upon service related retirement, employees shall contribute all unused Grandfathered Sick Leave to the RHS Plan as follows:

less than 500 unused hours - 25% of total hours
500 - 999 unused hours - 30% of total hours (not to exceed \$7,500)
1000 unused hours or more - 35% of total hours (not to exceed \$10,000)

Section 13.04 Holidays

Ten (10) guaranteed holidays with pay shall be as follows:

New Year's Day (January 1);
President's Day (Third Monday of February);
Memorial Day (Last Monday in May);
Fourth of July (July 4);
Labor Day (First Monday in September);
Veterans Day (November 11);
Thanksgiving Day (Fourth Thursday in November);
Day after Thanksgiving;
Christmas Eve (December 24);
Christmas Day (December 25).

Each holiday listed above shall be within a single twenty-four (24) hour period commencing at 12:01 a.m. (midnight) on the calendar day on which the City observes the holiday and shall end at 12:00 midnight on that same calendar day. When a holiday falls on a Saturday, it shall be observed on the preceding Friday. When a holiday falls on a Sunday, it shall be observed on the following Monday. When a holiday falls within an employee's vacation (scheduled PTO) period, the holiday shall extend the vacation (scheduled PTO) period.

All personnel employed temporarily, including Limited Term employees, by the City for work on a full-time basis shall receive pay for all regularly paid holidays provided the holiday falls on the employee's tour of duty.

Employees not scheduled to work on a holiday shall receive eight (8) hours of holiday pay at the regular straight base rate of pay.

Employees scheduled to work a City recognized holiday and who works in excess of five (5) hours will be paid a minimum of eight (8) hours pay at a rate of time and one-half (1½).

Employees working a holiday shall be paid time and one-half (1½) for all hours worked on the holiday, plus eight (8) hours holiday pay at straight time.

Holiday Scheduling: Rotational selection by seniority, rotate until all holidays scheduled for Solid Waste.

Holidays will be observed for Water Operations and Waste Water Operations (Plant Operators Only) on the actual holiday and Plant Operators will be compensated in accordance with the parties' Memorandum of Understanding from June 2007.

Section 13.05 Occupational Disability Allowances

In the case of any disability which is covered by State Industrial Insurance or Worker's Compensation, the City will pay to such disabled employee an occupational disability allowance equal to one hundred percent (100%) of the employee's regular straight-time wages for the first five (5) days (forty (40) hours) of covered disability. The City will continue to pay eighty percent (80%) of the employee's regular straight-time wages for an additional maximum period of two hundred fifty-five (255) working days, to make a total of two hundred sixty (260) days to include time worked in light duty assignments. Cumulative PTO, Grandfather Sick or ESL may be used to make up the difference between eighty percent (80%) of the regular straight-time wages and one hundred percent (100%) base salary at the employee's option. At no time will the 100% or 80% wages be less than the net mandated time loss compensation as indicated under the RCW Title 51, Industrial Insurance.

All applicable payroll deductions, voluntary or otherwise, will be subtracted from the allowance which exceeds RCW Title 51 compensation, subtracted from the optional use of other accumulated leave or paid by employee reimbursement.

Section 13.06 Leave to Attend Funerals of City Employees

Except for temporary and provisional employees, all City employees may be allowed to take necessary time off with pay at the discretion of their supervisor to attend a funeral of a City employee.

Section 13.07 Jury Duty and Witness Service

An employee who is called for jury duty or is subpoenaed as a witness in a case to which the employee is not a party, shall be paid during the absence on account of the jury or witness service, salary less the amount of jury or witness fees (exclusive of mileage) the employee is paid or to which the employee is entitled.

Section 13.08 Military Leave

Employees shall be subject to the City's policy regarding Military Leave, ensuring State and Federal military leave laws and entitlements are followed.

Section 13.09 Family and Medical Leave

Employees shall be subject to the City's policy regarding Family and Medical Leave, ensuring State and Federal leave laws and entitlements are followed.

Section 13.10 Leave of Absence Without Pay

A regular full-time employee may be eligible for an unpaid leave of absence up to thirty (30) calendar days with the approval of the employee's Department Director. If such a leave is approved the

employee will be considered to be active at work and entitled to the privileges and benefits as specified by this Agreement. If the employee fails to return from said leave, the employee will be considered as having abandoned the employee's job and be subject to termination.

A regular full-time employee with a minimum of two (2) years of service may be granted an unpaid leave of absence of up to one (1) calendar year with the approval of the City Manager. Prior to approval of such leave the employee must have exhausted all the employee's PTO and ESL leave. During such leave, the employee will not accrue PTO or ESL leave or any other benefits, and the employee's seniority will be frozen.

Upon return from such leave, the employee may displace the employee who replaced the employee or be placed in an open position as listed in Appendix A of this Agreement according to the employee's knowledge, skills and abilities. If the employee fails to return from such leave, the employee will be considered as abandoning the employee's job and be subject to termination.

An employee appointed or elected to office in Local Union No. 280 which requires a part or all of the employee's time shall not lose his/her established seniority with the City and shall be granted leave of absence upon application. Leave of absence under this clause shall be limited to one (1) year except that the City may grant extensions in increments of one (1) year for as long as the City deems practical.

ARTICLE XIV DRUG AND ALCOHOL TESTING

Section 14.01 At Work Influence Prohibited

Reporting to work under the influence of alcohol and/or illegal drugs, or the use, sale, or possession by an employee of illegal drugs is strictly prohibited and may result in disciplinary action, including immediate termination.

Each employee must advise the City if they are using prescription or other over-the-counter drugs they know or reasonably should know may impair their ability to perform job functions and/or operate machinery such as automobiles. Under appropriate circumstances the City may request the employee provide written medical authorization to perform various essential job functions from a physician while using such drugs.

Section 14.02 Employee Assistance Program Available

The City recognizes a need to provide an opportunity for employees to deal with alcohol related problems through employee assistance programs. Any employee, who voluntarily seeks treatment for a personal alcohol problem or for a substance abuse disorder, not involving criminal conduct, may do so through employee assistance programs of the employee's own choosing in complete confidence and without jeopardizing the employee's employment with the City.

Section 14.03 Suspicion of Influence

Where a supervisory employee of the City has a reasonable suspicion to believe an employee is under the influence of alcohol or illegal drugs, or is using illegal drugs, the employee in question will be asked to submit to discovery testing including, breath tests, urinalysis and/or a blood screen to identify any involvement with alcohol or illegal drugs.

An employee who refuses to submit to discovery testing for alcohol and/or illegal drugs shall be conclusively presumed to be under the influence of alcohol or an illegal drug for the purpose of administering this Article.

For the purpose of administering this Article the following definition of reasonable suspicion is provided:

1. Management personnel concludes through objective observation, investigation and evaluation that an employee is under the influence or impaired by the use of alcohol, drugs and/or controlled substances;
2. Where an employee is involved in an accident due to the action, inaction or inattention of the employee;
3. Where the City receives reliable information based upon personal knowledge of an individual, including but not limited to other employees of the City, the medical community, or law enforcement personnel, of involvement by the employee with alcohol and/or controlled substances.

Under the influence - The following cutoff levels shall be used for the initial screening of specimens to determine whether they are negative for these drugs or classes of drugs:

DEPARTMENT OF TRANSPORTATION STANDARDS - 49 CFR PART 40 §40.87		
Type of Drug or Metabolite	Initial Test	Confirmation Test
Marijuana metabolites	50	
Delta-9-tetrahydrocannabinol-9-carboxylic acid (TCH)		15
Cocaine metabolites (Benzoyllecgonine)	150	100
Phencyclidine (PCP)	25	25
Amphetamines – AMP/MAMP	500	
Amphetamine (AMP)		250
Methamphetamine (MAMP)		250 (specimen must also contain at least 100 ng/mL of amphetamine)
Opiate metabolites – Codeine/Morphine	2000	
Codeine		2000
Morphine		2000

6acetylmorphine	10	10
Phencyclidine (PCP)	25	25
Methylenedioxymethamphetamine (MDMA)	500	250
Methylenedioxyamphetamine (MDA)		250
Methylenedioxyethylamphetamine (MDEA)		250

Level of the positive result
for ethyl alcohol

0.04 gm/dl

Illegal Drugs - are defined as all forms of narcotics, depressants, stimulants, hallucinogens, and cannabis, which sale, purchase, transfer, or unauthorized use or possession is prohibited by law.

Over-the-Counter Drugs - are those, which are generally available without a prescription and are limited to those drugs, which are capable of impairing the judgment of an employee to safely perform the employee's duties.

Prescription Drugs - are defined as those drugs, which are used in the course of medical treatment and have been prescribed and authorized for use by a licensed practitioner/physician or dentist.

Section 14.04 Testing Procedure

If an employee is required to submit to a drug test, the following procedure shall be followed:

The employee shall be given an opportunity to confer with a Union representative if one is readily available and the employee has requested said conference.

The employee shall be given an opportunity to explain the reasons for the employee's condition, such as reaction to a prescribed drug, fatigue, exposure to toxic substances, or any other reasons known to employee to the testing administrator. The City and a Union representative may be present during this discussion.

The City may request urine and/or blood samples.

Urine and blood samples shall be collected at a local laboratory, hospital or medical facility. The City shall transport the employee to the collection site. The City and/or Union representative may be allowed to accompany the employee to the collection site and observe the bottling and sealing of the specimen. The employee shall not be observed by the City when the urine specimen is given.

All specimen containers and vials and bags used to transport the specimen shall be sealed to safeguard their integrity, in the presence of the City, employee and the Union representative and proper chain-of-custody procedures shall be followed.

The drug tests of the specimen shall be conducted by the same laboratory utilized in the DOT program.

If a specimen tests positive in an immunoassay screen test, the results must be confirmed by a gas chromatography/mass spectrometry tests. The specimen must show positive results on the GC/MS (gas chromatography/mass spectrometry) confirmatory test to be considered positive.

At the employee's or the Union's option, a sample of the specimen may be requisitioned and sent to a laboratory chosen by the Union for testing. The cost of this test will be paid by the Union or the employee. Failure to exercise this option may not be considered as evidence in an arbitration or other proceeding concerning the drug test or its consequences. The results of this second test shall be provided to the City.

Section 14.05 Results Reporting

The employee and the Union shall be informed of the results of all tests, and provided with all documentation regarding the tests as soon as the test results are available.

The City shall designate a Medical Review Officer (MRO) to review all confirmed positive test results and communicate those results to the City. The MRO shall have the responsibility to determine when an individual has failed a drug test in accordance with the standards enumerated herein.

If the results of the drug test are positive, and support a conclusion that the employee used an illegal drug, or reported to work while under the influence of alcohol, the employee may be subject to discipline including immediate discharge.

When applicable, additional testing may be required under the City's DOT policy.

14.06 City Policy Impacts

If the City issues a separate substance abuse policy the parties shall meet in labor management to discuss impacts of implementation, with the intent that the policy shall reflect State and Federal requirements for a Drug Free Workplace, drug testing, and CDL/DOT requirements when applicable. It is agreed that disciplinary action taken for violation of the City's policy shall be subject to the grievance procedure. The City shall provide written notice to the Union if amendments are needed during the term of this Agreement.

ARTICLE XV MISCELLANEOUS

Section 15.01 Attendance Policy

The parties agree that regular and prompt attendance of each employee is necessary so that service to customers can be met in an efficient manner. The purpose of this policy is to promote satisfactory attendance and shall be applied uniformly and consistently to all employees covered by this agreement.

a. Absenteeism

Absences from work may be scheduled or unscheduled. Employees may be subject to disciplinary action for habitual unscheduled absence and/or sick leave abuse. Sick leave abuse occurs when sick leave is taken for other than approved reasons or the employee fails to comply

with required notification or documentation procedures. Habitual absence refers to the employee who is excessively absent from work on an unscheduled basis. Criteria for habitual absence is exceeding one of the following thresholds:

1. Unscheduled PTO leave use of more than eight (8) days of a one-year accrual period.
2. Unscheduled PTO leave use which substantiates a pattern in conjunction with scheduled PTO, holidays and frequent single day absences.

b. Progressive Steps of Discipline

Action Step 1

If an employee exceeds any of the thresholds, the immediate supervisor will review the attendance record to determine that an employee has a problem with habitual absence. Should that problem exist, the supervisor will meet with the employee, discuss the problem and agree upon expectations for correcting the problem. The meeting may constitute a verbal warning.

Action Step 2

Should the unscheduled attendance problem continue without acceptable progress, the Supervisor may initiate actions of progressive discipline in accordance with acceptable standards of reasonable judgment as established by the parties in the City's Progressive Discipline Policy.

In lieu of a suspension, the employee's manager or supervisor may substitute a one (1) pay period reduction in hourly pay equal to the suspension, or a combination of both suspension and pay reduction. For example, an employee who earns \$20.00 per hour is subject to a one (1) day suspension. In lieu, the manager or supervisor may temporarily reduce the employee's hourly rate of pay from \$20.00 to \$18.00 for one (1) pay period.

Section 15.02 Discipline

Probationary employees, as defined in Section 9.01 of this Agreement, are subject to discipline or discharge with or without cause and said discipline or discharge shall not be subject to the grievance procedure.

Regular full-time employees will be disciplined using methods of progressive discipline in the form of verbal and/or written warnings, suspension and discharge for just cause.

Verbal warnings shall not be considered a subject of a grievance.

Employees shall have the right to request union representation during an investigative interview or meeting which could reasonably be expected to lead to disciplinary action.

Copies of written reprimands and suspension will be provided to the employee, the Union and will become a part of the employee's personnel file.

In the case of discharge, the employee will be provided a letter setting forth the reason(s) for such possible discharge and shall be entitled to respond to the reason(s) prior to any decision to discharge the employee.

Section 15.03 Personnel Records

Disciplinary materials at the level of a written warning or higher shall be maintained in the official personnel file of the employee. Access to personnel files shall be limited to the employee, the employee's authorized representative, officials of the City who have a business need for the access or as required by public records and freedom of information laws at the federal or state level. Employees shall have the right to review their files after providing reasonable advance notice and shall have the right to attach reasonable materials in explanation or rebuttal to adverse materials. Adverse materials shall not be placed in the personnel file without the knowledge of the employee.

Written warnings shall be removed after eighteen (18) months if there is no further related disciplinary action taken.

Disciplinary suspensions shall be removed after twenty-four (24) months if there is no further related disciplinary action taken.

Section 15.04 Work Attire

The City will not require uniforms during the term of this Agreement. However, employees will wear clothing appropriate to their work. This shall include clothing that meets safety and reasonable appearance standards of the City. Note: Examples of inappropriate attire include cutoffs, tennis shoes, sandals, indiscreet lettering on shirts/jackets, tank tops, ragged clothes, etc.

Rain gear shall be made available from a central pool per employee's request.

Section 15.05 No Smoking

The City's no smoking ordinance is incorporated herein by this reference. Smoking and the use of tobacco-related products is prohibited in accordance with Ordinance No. 26-91, Richland Municipal Code 2.58, Smoking and the use of tobacco-related products in the work environment. Employees shall comply with the terms and conditions of the ordinance.

Section 15.06 Tools and Instruments

The City will provide all tools and instruments for all full-time employees. Part-time and temporary employees may be required to provide their own tools and instruments.

Section 15.07 Contracting

It is the general policy of the City to utilize its employees to perform work that is considered work normally performed by the job classifications contained in Appendix 'A' of this Agreement. Such work shall include all facilities and grounds maintenance; maintenance, plant additions, alterations and changes to water and waste water systems and operational facilities of the City of Richland. However, the City reserves the option to contract out any work it deems necessary in the interest of economy, ability and capability of the work force, availability of City equipment, applicable State and Federal laws and emergency conditions.

Should the City determine to contract out customary bargaining unit work, the City shall strive to absorb displaced workers in other City classifications wherever possible.

Except where an emergency condition exists or natural man made disasters, the City shall notify the union in writing of any consideration to contract. Should the union desire to enter into negotiations over the City's decision, or its impacts, the union shall provide, within fifteen calendar days, written notice to the City.

Section 15.08 Safety

The City will provide safety measures and safety rules for the purpose of preventing accidents and health hazards to the employees during the hours of their employment. The Union and employees agree to accept their full share of the responsibility and to cooperate with the City so that the employees will use such safety equipment when so provided and observe such safety and health regulations as required by the City.

Section 15.09 Education Benefits

Employees required by the State of Washington and/or the City to maintain certification(s) as a condition of employment shall be offered training in addition to safety and first aid training at City expense, sufficient for the employee to earn at least the minimum number of CEU's required to maintain their State Certification for the position the employee holds with the City.

"At City expense" as used herein means the employee will be paid for time spent in a seminar, class or other City selected training where CEU's are earned and the cost of registration and required materials, and the actual cost of transportation (if outside the Tri-City area). No overtime will be claimed unless mandated by the FLSA or State law. Travel time to and from any City offered training is not compensable unless required by the FLSA.

Travel shall be in accordance with City General Administration Travel policy 2910.

Section 15.10 Commercial Driver's License

The City shall facilitate and cover the cost of physical examinations required of employees to maintain commercial driver's licenses (CDL). In addition, the City shall reimburse employees for the cost of renewing required CDL.

All regular full-time employees required to maintain a CDL will receive an additional twenty cents (\$.20) per hour for all hours worked plus leave hours. Effective December 17, 2012, CDL pay will increase to thirty cents (\$.30) for employees holding a Class A CDL. Effective December 16, 2013, CDL pay increases to forty cents (\$.40) for employees holding a Class A CDL.

CDL pay does not apply to leave cash-outs or buy-outs.

Effective January 1, 2015, all waste water and water treatment plant operators shall no longer be required to maintain a CDL.

Section 15.11 Meter Readers

If it becomes necessary to do future mass meter readings, the Union agrees that such work may be assigned by the City to other personnel provided that no meter readers will lose any work as a result of such decision.

ARTICLE XVI GRIEVANCE AND ARBITRATION PROCEDURE

A "grievance" as used in this Agreement means a claim by an employee or group of employees that the terms of this Agreement have been violated, or that a dispute exists concerning the proper application or interpretation of the terms of this Agreement. The time lines set forth in this Article are to be strictly followed, unless waived by mutual agreement.

None of the foregoing is intended to mean that the union itself cannot lodge a grievance and process the same through the various steps to arbitration in accordance with and subject to the provisions hereof. The right of the union to so lodge and process a grievance is expressly confirmed. An employee may be represented at any stage of the grievance procedure by the union. No settlement of a grievance with any employee shall be contrary to the terms of this Agreement unless such change is mutually agreed upon by both parties to this Agreement.

Section 16.01 Informal Process

An employee or group of employees, or their designated representative, who consider they have a grievance shall discuss the grievance within fifteen (15) working days of the alleged occurrence with the immediate supervisor. The supervisor shall have five (5) working days to resolve the grievance. If no mutually satisfactory resolution or remedy is reached, he or she may then proceed to Formal Step 1, within ten (10) working days of the supervisor's response.

Nothing in this section shall preclude communications between stewards and manager level staff in an attempt to resolve grievances prior to initiation of the Formal Process.

Section 16.02 Formal Process

All Formal grievances shall be reduced to writing. Formal grievances shall be signed by the grievant or the employee's authorized representative (shop steward or business representative). All Formal grievances shall state the issue being grieved, reference the applicable section of the Agreement allegedly violated, enumerate all facts pertaining to the matter, and outline the remedy sought. All appeals shall include pertinent materials provided and presented at previous steps.

At each step of the Formal process, the City representative (Division Manager, Department Director, etc.) is responsible for immediate forwarding a copy of the grievance and any related material to the Human Resources Director.

a. Formal Step 1

Formal Step 1 grievances shall be presented to the appropriate next level, typically the Division Manager, or Department Director. Grievances dealing with written warnings shall commence at this step.

The City shall attempt to resolve the grievance within ten (10) working days of receipt. If the grievant is not satisfied with the Formal Step 1 outcome, the grievant may submit the signed Report of Grievance to proceed to Formal Step 2 within ten (10) working days of the Formal Step 1 response.

b. Formal Step 2

Formal Step 2 grievances shall be presented to the next level, typically the Department Director or Deputy City Manager. Grievances dealing with disciplinary suspensions shall commence at this step.

The Department Director or Deputy City Manager shall attempt to resolve the matter within ten (10) working days after it has been presented. If the grievant is not satisfied with the Formal Step 2 outcome, the grievant, with the assistance of the union, may submit a written notice to proceed to Formal Step 3 within ten (10) working days of the Formal Step 2 response.

c. Formal Step 3

Formal Step 3 grievances shall be presented to the City Manager. Grievances relating to termination of an employee will commence at Formal Step 3.

The City Manager shall attempt to resolve the matter within twenty-one (21) working days after it has been presented. If the grievant is not satisfied with the Formal Step 3 outcome, the grievant, with the assistance of the union, may submit a written notice to proceed to Formal Step 4 within thirty (30) calendar days from receipt of the City Manager's response.

d. Formal Step 4

At Formal Step 4, the grievant or union may make a decision to appeal the matter to an arbitrator. Any decision resulting from Formal Step 4 shall be final and binding upon the parties to the grievance, unless the decision involves an action by the City which is beyond the arbiter's jurisdiction. The expenses related to Formal Step 4 (fees and charged expenses) shall be borne equally by the parties hereto. Each party will be responsible for its own expenses and legal fees incurred during the preparation and the presentation of any grievance.

The arbiter or any other person or persons involved in the grievance procedure shall not have the power to negotiate new agreements or to change any of the provisions of this Agreement.

The process for arbitration is detailed below:

Arbitration

Upon selection of arbitration, the parties shall attempt to agree to the selection of an arbitrator. In the event that a mutually acceptable arbiter cannot be selected by the parties within fourteen (14) calendar days following the demand for arbitration, a request may be filed with the Federal Mediation Conciliation Service (FMCS). The arbiter shall be selected according to FMCS procedures. It shall be the function of the arbiter to hold a hearing at which the parties may submit their cases concerning the grievance.

The arbiter shall render his or her decision based on the interpretation and application of the provisions of the Agreement within thirty (30) calendar days after the completion of such hearing.

SIGNATURES

The parties hereto have caused this Agreement to be executed this ____ day of _____, 2015.

City of Richland, Washington

IUOE Local 280

Cynthia D. Johnson Date
City Manager

Dean Bushey Date
Assistant Business Manager

Pete Rogalsky Date
Public Works Director

Corey Stratton Date
President

Allison Jubb Date
Human Resources Director

Don King Date
Recording Secretary

ATTEST:

Corey Stratton Date
Chief Steward

Marcia Hopkins Date
City Clerk

Paul Pardini Date
Steward

APPROVED TO FORM:

Heather Kintzley Date
City Attorney

APPENDIX A – 2015-2017 CLASSIFICATIONS AND WAGES

One-time retroactive increase will be paid if the Union membership ratifies new contract no later than April 3, 2015.

2015 Increase - Effective December 29, 2014 – 2.00% base wage increase plus an additional percentage up to 0.75% (total of up to 2.75%) increase to base due to the number of employees electing the opt out as set forth in Article 12.

2016 Increase - Effective December 28, 2015 – 2.00% base wage increase plus an additional percentage up to 0.75% (total of up to 2.75%) increase to base due to the number of employees electing the opt out as set forth in Article 12.

2017 Increase - Effective December 26, 2016 – 2.00% base wage increase plus additional percentage increase determined by any additional employees electing to opt out as set forth in Article 12.

In no case will the total combined amount of annual increase be greater than 0.75% to base pay due to the post employment opt out programs.

Miscellaneous:

- Treatment Plant Mechanic will be compensated at 5% above base wage (plus CDL pay if applicable) for all hours worked in a temporary Lead assignment. Five employees currently in the Maintenance Worker I category (Parks and Facilities) at the 2014 rate of \$23.86 per hour will be moved to \$24.48 per hour effective April 1, 2015. This change is in consideration of the impacts of job description changes made.

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APPENDIX A – 2015 CLASSIFICATION & WAGES

(BASED ON 2.00 + ADDITIONAL 75% INCREASE FOR TOTAL 2.75%)

TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
CONSTRUCTION & MAINTENANCE CRAFTSWORKER I (PF)	\$21.80	\$22.50	\$23.22	\$23.90	\$24.47	\$25.15
CONSTRUCTION & MAINTENANCE CRAFTSWORKER II (PF)		\$26.16	\$27.01	\$27.95	\$28.75	\$29.65
CUSTODIAN I	\$11.76	\$12.58	\$13.36	\$14.12	\$14.91	
CUSTODIAN II	\$14.12	\$15.71	\$16.49	\$17.27	\$18.05	\$18.84
EQUIPMENT OPERATOR	\$24.62	\$25.44	\$26.23	\$27.18	\$28.01	\$28.98
EQUIPMENT SERVICER	\$20.90	\$21.71	\$22.20	\$22.79	\$23.33	\$23.85
EQUIPMENT TECHNICIAN	\$25.44	\$26.16	\$27.01	\$27.95	\$28.75	\$29.65
FACILITIES CRAFTSWORKER		\$26.16	\$27.01	\$27.95	\$28.75	\$29.65
FUELER		\$11.76	\$12.58	\$13.36	\$14.12	\$14.91
GENERAL CRAFTSWORKER		\$26.16	\$27.01	\$27.95	\$28.75	\$29.65
HOUSEHOLD HAZARDOUS WASTE ATTENDANT	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67	\$27.42
HVAC TECHNICIAN	\$27.80	\$28.68	\$29.59	\$30.43	\$31.27	\$32.12
LABORATORY TECHNICIAN I	\$24.09	\$25.25	\$26.45	\$27.71	\$29.03	\$30.39
LABORATORY TECHNICIAN II	\$25.02	\$26.20	\$27.44	\$28.78	\$30.14	\$31.58
LABORER I* (PW and PF)	\$16.84	\$17.57	\$18.34	\$19.03	\$19.78	\$20.43
LEAD CRAFTSWORKER (PW)	\$24.06	\$25.53	\$27.04	\$28.52	\$30.09	\$31.58
LEAD CUSTODIAN	\$19.36	\$20.34	\$21.36	\$22.41	\$23.53	\$24.72
LEAD LANDFILL OPERATOR	\$26.53	\$27.40	\$28.28	\$29.18	\$30.03	\$30.94
LEAD EQUIPMENT TECHNICIAN	\$27.80	\$28.68	\$29.59	\$30.43	\$31.27	\$32.12
LEAD METER READER					\$26.67	\$27.42
LEAD CONSTRUCTION & MAINTENANCE WORKER (PF)	\$24.35	\$25.92	\$27.44	\$28.97	\$30.50	\$32.04
LEAD PLANT OPERATOR	\$27.80	\$28.68	\$29.59	\$30.43	\$31.27	\$32.12
LEAD WAREHOUSE WORKER						\$31.00
LEAD TRUCK DRIVER	\$26.16	\$27.01	\$27.95	\$28.75	\$29.65	
MAINTENANCE CRAFTSWORKER I (PW)	\$23.11	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67
MAINTENANCE CRAFTSWORKER II (PW)	\$0.00	\$26.16	\$27.01	\$27.95	\$28.75	\$29.65
MAINTENANCE WORKER I (PW)	\$21.30	\$21.93	\$22.55	\$23.20	\$23.81	\$24.52
MAINTENANCE WORKER II (PW)	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67	\$27.42
METER READER	\$22.15	\$22.84	\$23.60	\$24.27	\$24.97	\$25.74
METER SERVICE WORKER	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67	\$27.42
PLANT OPERATOR	\$25.45	\$26.26	\$27.07	\$28.01	\$28.84	\$29.80
PLANT OPERATOR -IN-TRAINING	\$21.30	\$21.93	\$22.55	\$23.20	\$23.81	\$24.52
PRETREATMENT COORDINATOR	\$23.60	\$25.07	\$26.55	\$28.01	\$29.50	\$31.00
PRETREATMENT INSPECTOR	\$25.45	\$26.26	\$27.07	\$28.01	\$28.84	\$29.80
SERVICE WRITER	\$23.11	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67
WAREHOUSE WORKER I	\$20.89	\$21.97	\$23.04	\$24.19		
TRANSFER STATION ATTENDANT	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67	\$27.42
TREATMENT PLANT MECHANIC	\$27.80	\$28.68	\$29.59	\$30.43	\$31.27	\$32.12
TRUCK DRIVER-HEAVY	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67	\$27.42
UTILITY CRAFTSWORKER	\$23.11	\$23.85	\$24.62	\$25.33	\$25.94	\$26.67
WAREHOUSE WORKER II			\$25.11	\$26.39	\$27.62	\$29.08
WATER QUALITY COORDINATOR	\$23.60	\$25.07	\$26.55	\$27.73	\$28.01	\$31.00

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APPENDIX A – 2016 CLASSIFICATION & WAGES

(BASED ON 2.00 + ADDITIONAL 75% INCREASE FOR TOTAL 2.75%)

TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
CONSTRUCTON & MAINTENANCE CRAFTSWORKER I (PF)	\$22.40	\$23.12	\$23.86	\$24.56	\$25.14	\$25.84
CONSTRUCTION & MAINTENANCE CRAFTSWORKER II (PF)		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
CUSTODIAN I	\$12.08	\$12.93	\$13.73	\$14.51	\$15.32	
CUSTODIAN II	\$14.51	\$16.14	\$16.94	\$17.74	\$18.55	\$19.36
EQUIPMENT OPERATOR	\$25.30	\$26.14	\$26.95	\$27.93	\$28.78	\$29.78
EQUIPMENT SERVICER	\$21.47	\$22.31	\$22.81	\$23.42	\$23.97	\$24.51
EQUIPMENT TECHNICIAN	\$26.14	\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
FACILITIES CRAFTSWORKER		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
FUELER		\$12.08	\$12.93	\$13.73	\$14.51	\$15.32
GENERAL CRAFTSWORKER		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
HOUSEHOLD HAZARDOUS WASTE ATTENDANT	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
HVAC TECHNICIAN	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
LABORATORY TECHNICIAN I	\$24.75	\$25.94	\$27.18	\$28.47	\$29.83	\$31.23
LABORATORY TECHNICIAN II	\$25.71	\$26.92	\$28.19	\$29.57	\$30.97	\$32.45
LABORER I* (PW and PF)	\$17.30	\$18.05	\$18.84	\$19.55	\$20.32	\$20.99
LEAD CRAFTSWORKER (PW)	\$24.72	\$26.23	\$27.78	\$29.30	\$30.92	\$32.45
LEAD CUSTODIAN	\$19.89	\$20.90	\$21.95	\$23.03	\$24.18	\$25.40
LEAD LANDFILL OPERATOR	\$27.26	\$28.15	\$29.06	\$29.98	\$30.86	\$31.79
LEAD EQUIPMENT TECHNICIAN	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
LEAD METER READER					\$27.40	\$28.17
LEAD CONSTRUCTION & MAINTENANCE WORKER (PF)	\$25.02	\$26.63	\$28.19	\$29.77	\$31.34	\$32.92
LEAD PLANT OPERATOR	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
LEAD WAREHOUSE WORKER						\$31.85
LEAD TRUCK DRIVER	\$26.88	\$27.75	\$28.72	\$29.54	\$30.47	
MAINTENANCE CRAFTSWORKER I (PW)	\$23.75	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40
MAINTENANCE CRAFTSWORKER II (PW)		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
MAINTENANCE WORKER I (PW)	\$21.89	\$22.53	\$23.17	\$23.84	\$24.46	\$25.19
MAINTENANCE WORKER II (PW)	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
METER READER	\$22.76	\$23.47	\$24.25	\$24.94	\$25.66	\$26.45
METER SERVICE WORKER	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
PLANT OPERATOR	\$26.15	\$26.98	\$27.81	\$28.78	\$29.63	\$30.62
PLANT OPERATOR -IN-TRAINING	\$21.89	\$22.53	\$23.17	\$23.84	\$24.46	\$25.19
PRETREATMENT COORDINATOR	\$24.25	\$25.76	\$27.28	\$28.78	\$30.31	\$31.85
PRETREATMENT INSPECTOR	\$26.15	\$26.98	\$27.81	\$28.78	\$29.63	\$30.62
SERVICE WRITER	\$23.75	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40
WAREHOUSE WORKER I	\$21.46	\$22.57	\$23.67	\$24.86		
TRANSFER STATION ATTENDANT	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
TREATMENT PLANT MECHANIC	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
TRUCK DRIVER-HEAVY	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
UTILITY CRAFTSWORKER	\$23.75	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40
WAREHOUSE WORKER II			\$25.80	\$27.12	\$28.38	\$29.88
WATER QUALITY COORDINATOR	\$24.25	\$25.76	\$27.28	\$28.49	\$28.78	\$31.85

APPENDIX A – 2017 CLASSIFICATION & WAGES

(BASED ON 2.00 + ADDITIONAL 75% INCREASE FOR TOTAL 2.75%)

TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
CONSTRUCTION & MAINTENANCE CRAFTSWORKER I (PF)	\$23.02	\$23.76	\$24.52	\$25.24	\$25.83	\$26.55
CONSTRUCTION & MAINTENANCE CRAFTSWORKER II (PF)		\$27.62	\$28.51	\$29.51	\$30.35	\$31.31
CUSTODIAN I	\$12.41	\$13.29	\$14.11	\$14.91	\$15.74	\$0.00
CUSTODIAN II	\$14.91	\$16.58	\$17.41	\$18.23	\$19.06	\$19.89
EQUIPMENT OPERATOR	\$26.00	\$26.86	\$27.69	\$28.70	\$29.57	\$30.60
EQUIPMENT SERVICER	\$22.06	\$22.92	\$23.44	\$24.06	\$24.63	\$25.18
EQUIPMENT TECHNICIAN	\$26.86	\$27.62	\$28.51	\$29.51	\$30.35	\$31.31
FACILITIES CRAFTSWORKER		\$27.62	\$28.51	\$29.51	\$30.35	\$31.31
FUELER		\$12.41	\$13.29	\$14.11	\$14.91	\$15.74
GENERAL CRAFTSWORKER		\$27.62	\$28.51	\$29.51	\$30.35	\$31.31
HOUSEHOLD HAZARDOUS WASTE ATTENDANT	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15	\$28.94
HVAC TECHNICIAN	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01	\$33.91
LABORATORY TECHNICIAN I	\$25.43	\$26.65	\$27.93	\$29.25	\$30.65	\$32.09
LABORATORY TECHNICIAN II	\$26.42	\$27.66	\$28.97	\$30.38	\$31.82	\$33.34
LABORER I* (PW and PF)	\$17.78	\$18.55	\$19.36	\$20.09	\$20.88	\$21.57
LEAD CRAFTSWORKER (PW)	\$25.40	\$26.95	\$28.54	\$30.11	\$31.77	\$33.34
LEAD CUSTODIAN	\$20.44	\$21.47	\$22.55	\$23.66	\$24.84	\$26.10
LEAD LANDFILL OPERATOR	\$28.01	\$28.92	\$29.86	\$30.80	\$31.71	\$32.66
LEAD EQUIPMENT TECHNICIAN	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01	\$33.91
LEAD METER READER					\$28.15	\$28.94
LEAD CONSTRUCTION & MAINTENANCE WORKER (PF)	\$25.71	\$27.36	\$28.97	\$30.59	\$32.20	\$33.83
LEAD PLANT OPERATOR	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01	\$33.91
LEAD WAREHOUSE WORKER						\$32.73
LEAD TRUCK DRIVER	\$27.62	\$28.51	\$29.51	\$30.35	\$31.31	\$0.00
MAINTENANCE CRAFTSWORKER I (PW)	\$24.40	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
MAINTENANCE CRAFTSWORKER II (PW)	\$0.00	\$27.62	\$28.51	\$29.51	\$30.35	\$31.31
MAINTENANCE WORKER I (PW)	\$22.49	\$23.15	\$23.81	\$24.50	\$25.13	\$25.88
MAINTENANCE WORKER II (PW)	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15	\$28.94
METER READER	\$23.39	\$24.12	\$24.92	\$25.63	\$26.37	\$27.18
METER SERVICE WORKER	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15	\$28.94
PLANT OPERATOR	\$26.87	\$27.72	\$28.57	\$29.57	\$30.44	\$31.46
PLANT OPERATOR -IN-TRAINING	\$22.49	\$23.15	\$23.81	\$24.50	\$25.13	\$25.88
PRETREATMENT COORDINATOR	\$24.92	\$26.47	\$28.03	\$29.57	\$31.14	\$32.73
PRETREATMENT INSPECTOR	\$26.87	\$27.72	\$28.57	\$29.57	\$30.44	\$31.46
SERVICE WRITER	\$24.40	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
WAREHOUSE WORKER I	\$22.05	\$23.19	\$24.32	\$25.54		
TRANSFER STATION ATTENDANT	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15	\$28.94
TREATMENT PLANT MECHANIC	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01	\$33.91
TRUCK DRIVER-HEAVY	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15	\$28.94
UTILITY CRAFTSWORKER	\$24.40	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
WAREHOUSE WORKER II			\$26.51	\$27.87	\$29.16	\$30.70
WATER QUALITY COORDINATOR	\$24.92	\$26.47	\$28.03	\$29.27	\$29.57	\$32.73

APPENDIX A – 2015-2017 WAGES FOR SEASONAL/TEMPORARY LABORER

HOURLY WAGE FOR 1ST AND 2ND SEASON TEMPORARY LABORER

\$12.00

HOURLY WAGE FOR 3RD SEASON (OR GREATER) TEMPORARY LABORER

\$14.00

FINAL DRAFT

EXHIBIT 'A' - REQUEST TO EXTEND TEMPORARY EMPLOYMENT

_____ requests an extension for
Division/Department

_____ from _____ to _____
temporary employee start date estimated end date

The extension is requested for the following reason(s):

For the City:

For the Union:

Requesting Supervisor/Manager Date

IUOE Chief Steward Date

Department Head Date

IUOE Business Manager Date

Human Resources Date

I understand that my temporary employment with the City is being extended as requested above.
I further understand that this extension does not entitle me to any additional benefits unless
specifically stated in the current Collective Bargaining Agreement between the City of Richland
and the International Union of Operating Engineers, Local 280.

Employee Date

EXHIBIT 'B' - SETTLEMENT AGREEMENT

SETTLEMENT AGREEMENT

The City of Richland ("the City"), the International Union of Operating Engineers, Local 280 ("Local 280") and the International Brotherhood of Electrical Workers, Local 77 ("Local 77") wish to settle their dispute regarding the unit placement of "warehouse assistants." In furtherance of this settlement, the parties agree as follows:

1. As soon as practicable after the execution of this Settlement Agreement by all parties Local 280 will withdraw its Unit Clarification petition filed with PERC on or about April 16, 1996, CASE 12447-C-96-777.

2. Warehouse assistant positions shall be split 50/50 between Local 280 and Local 77. Provided, however, that the current warehouse assistants, Debbie Johns and Joe Wright, will remain members of Local 77 so long as they remain warehouse assistants, or occupy another position in the Local 77 bargaining unit.

3. After the City reaches a 50/50 split of warehouse assistants between the unions, and while it remains at such a split, additional hires shall be allocated as follows: odd numbered hires shall be Local 77 hires; even numbered hires shall be Local 280 hires.

4. Temporary warehouse assistants employed on the date this Agreement is executed shall become members of Local 280 within thirty days of that execution, unless the temporary warehouse assistant position has expired. Should such warehouse assistants remain in the City's employ beyond thirty days and therefore be allocated to Local 280, this allocation will not affect application of paragraphs 2 and 3 above to instances of hiring regular warehouse assistants.

5. Temporary warehouse assistants hired after the date of the execution of this Agreement shall be allocated between the unions as follows:

a. temporary warehouse assistants hired to fill-in for an absent regular warehouse assistant shall be allocated to the same union as the employee they are replacing;

b. temporary warehouse assistants hired to cover periods of excessive workload or for other reason not entailing replacement of a regular warehouse assistant shall be allocated to the appropriate union in compliance with paragraphs 2 and 3 above and in compliance with the applicable union security clause;

c. provided, however, that the allocation of a temporary warehouse assistant to a particular union will not affect application of paragraphs 2 and 3 above to instances of hiring regular warehouse assistants.

6. The City may assign warehouse assistants to perform their duties regardless of union affiliation as necessary to cover absences or workloads.

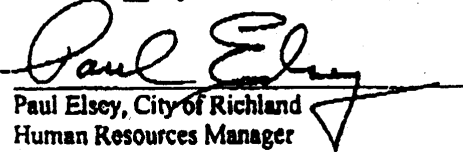
7. Local 280 and Local 77 agree that their members will accept delivery of warehouse items from any warehouse assistant, regardless of union affiliation.

8. All parties expressly reserve all rights, positions and arguments with respect to disputes not covered by this Agreement, and this Agreement shall have no effect on those other disputes.

9. This Agreement is in full settlement of the issues addressed in Local 280's unit clarification petition. The parties hereby release and forever discharge each other from any claims, grievances, suits, petitions or actions of any kind embodied within or related to the issues raised in the UC petition.

10. Disputes regarding the interpretation or application of this Settlement Agreement shall be resolved pursuant to the grievance and arbitration provisions of the collective bargaining agreement of the first union to grieve. All parties agree that the non-grieving (or later grieving) union will be entitled to participate fully in all proceedings on the grievance, including arbitration. If more than one arguably distinct grievance is filed, all grievances will be consolidated into the proceeding related to the first-filed grievance. The arbitrator's decision shall be final and binding upon all parties on all the grievances.

Dated this 24 day of November, 1996.


Paul Elsey, City of Richland
Human Resources Manager


Mike Johnson, IBEW Local 77
Business Agent

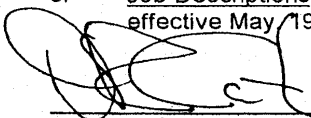

Larry Johnston, IUOE Local 280
Business Representative

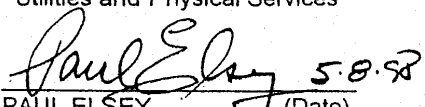
EXHIBIT 'C' - MEMO OF UNDERSTANDING

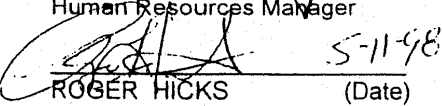
MEMO OF UNDERSTANDING

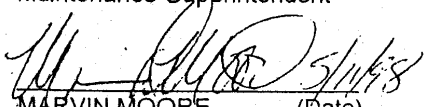
The City of Richland, International Brotherhood of Electrical Workers, Local 77 and International Union of Operating Engineers, Local 280, hereinafter known collectively as the parties, agree on the following. This memo reflects the efforts of the parties in reaching an understanding and agreement on issues which were an outgrowth of ULP 12860-U-96-03099.

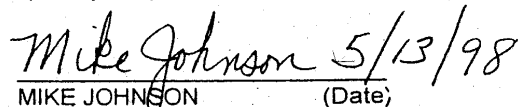
1. Promotion - Rip McLeod is to be promoted to Lead Storekeeper at 92.5% of 100% Journeyman Lineman's rate (\$22.32).
2. Incumbent Warren Hyland will remain classified and in the position of Storekeeper per IBEW/COR collective bargaining agreement..
3. Ron Alexander is promoted to position of Storekeeper per ULP 2860-U-96-0399 and in accordance with Appendix A of IUOE/COR collective bargaining agreement.
4. Upgrades
 - a. When the Lead Storekeeper is absent from work, should the Warehouse Supervisor elect to replace the position, Storekeeper W. Hyland will be selected. Should W. Hyland not be available, Storekeeper R. Alexander will be selected.
 - b. When R. Alexander is upgraded, the pay rate will be that rate as shown in Appendix A of IUOE/COR collective bargaining agreement.
5. Job Descriptions - Job descriptions for each position have been revised effective May 1998 and are agreed upon by the parties.

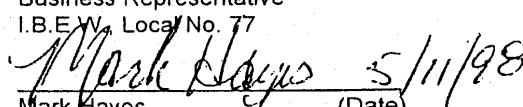

DON CARTER, DCM, (Date)
Utilities and Physical Services

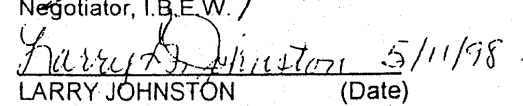

PAUL ELSEY (Date)
Human Resources Manager


ROGER HICKS (Date)
Maintenance Superintendent


MARVIN MOORE (Date)
Warehouse Supervisor


MIKE JOHNSON (Date)
Business Representative
I.B.E.W. Local No. 77


Mark Hayes (Date)
Negotiator, I.B.E.W.


LARRY JOHNSTON (Date)
Business Representative
I.U.O.E., Local No. 280

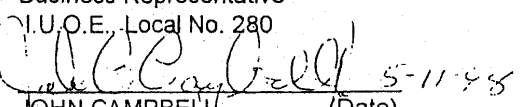

JOHN CAMPBELL (Date)
Chief Steward, I.U.O.E.

EXHIBIT 'D' – PTO/VACATION DONATION TRANSFER FORM

TO BE COMPLETED BY EMPLOYEE WISHING TO DONATE PTO/VACATION:

Information for Employee Requesting Donated PTO/Vacation

Name: _____

Employee Number: _____

Title: _____

Department/Division: _____

Information for Employee Donating PTO/Vacation

Name: _____

Employee Number: _____

Title: _____

Department/Division: _____

Current PTO/Vacation Balance (hours): _____

Donation/Transfer Request (not to exceed 100 hours): _____

Balance After Transfer (hours – must be at least 200 PTO/100 Vacation): _____

I hereby request that the above PTO/Vacation hours be transferred and understand that my PTO/Vacation accruals will be reduced by the number of hours indicated above.

Employee Signature: _____ Date: _____

TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT:

Date Request Received: _____

(Hours transferred _____ multiplied by donating employee's hourly rate \$ _____)
divided by the hourly rate of the requesting employee \$ _____ Equals the Total Hours
Transferred _____.

☐ Approved

☐ Denied

Human Resources Director or designated representative

Date

cc: Personnel File

RESOLUTION NO. 78-15

A RESOLUTION of the City of Richland implementing the 2015-2017 Collective Bargaining Agreement with the International Association of Firefighters Union (IAFF), Local No. 1052; and authorizing periodic Memorandums of Understanding.

WHEREAS, the Richland City Council is desirous to attract and retain qualified employees, and maintain harmonious relations between the City and the IAFF, Local No. 1052; and

WHEREAS, amendments to wages, benefits, and other terms and conditions of employment are warranted based on external market conditions; and

WHEREAS, the City Manager may desire to enter into Memorandums of Understanding periodically throughout the term of the Agreement with the IAFF for operational and administrative purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the 2015-2017 Collective Bargaining Agreement with the International Association of Firefighters Union, Local No. 1052 is hereby adopted.

BE IT FURTHER RESOLVED that the Assistant City Manager is authorized to execute the Agreement on behalf of the City.

BE IT FURTHER RESOLVED that the City Manager or designee is authorized to enter into periodic Memorandums of Understanding with the IAFF for operational or administrative purposes during the term of this Agreement.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

AGREEMENT

Between

CITY OF RICHLAND

and

**INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS UNION -
RANK & FILE, LOCAL #1052**

January 1, 2015 – December 31, 2017

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THIS AGREEMENT is entered into by and between the City of Richland, Washington, hereinafter referred to as the City, and the International Association of Fire Fighters Union, Local #1052, hereinafter referred to as the Union. It is the purpose of this Agreement to achieve and maintain harmonious relations between the City and the Union, to provide for equitable and peaceful adjustment of differences, which may arise, and to establish proper standards of wages, hours and other conditions of employment.

ARTICLE 1 -- RECOGNITION

1.1 Unit Description

The City hereby recognizes the Union, as the exclusive bargaining agent for all classifications enumerated in Appendix "A", and all employees of the Fire and Emergency Services Department except the positions of Battalion Chief and above, non-uniform secretary/clerical positions, employees of the Department that are not uniformed employees as defined by RCW 41.56, and confidential employees.

1.2 Communications and Notices

Any notices to be given hereunder by either party to the other, except formal grievances, shall be effected in writing either by personal delivery or by first class mail as follows:

To the City

Human Resources Director
2700 Duportail
Post Office Box 190
Richland, Washington 99352

To the Union

President
Post Office Box 607
Richland, Washington 99352

ARTICLE 2 -- NON-DISCRIMINATION

2.1 Charges of discriminatory conduct by either party to this agreement except claims of discrimination for Union membership or activity are not subject to appeal or disposition through the arbitration procedure set forth herein, but may be taken to other appropriate State and Federal Agencies for adjudication. Nothing in this section shall be deemed to prevent either party from fully representing its constituents and interest in any appropriate forum relative to questions of discrimination except arbitration.

2.2 The City and the Union agree not to discriminate against any employee for his membership or non-Union membership in the Union.

2.3 Whenever words denoting the masculine gender are used in this Agreement, they are intended to apply equally to either gender.

ARTICLE 3 -- UNION SECURITY

3.1 Any employee who is not a member of the Union, shall as a condition of employment, pay the Union a monthly service charge equal to the monthly Union dues as a contribution towards the administration of this Agreement. Employees who fail to meet this requirement shall be discharged. The right of non-association of employees, based on bona fide religious tenets or teachings of a church or religious body of which such employee is a member are safeguarded. Such employee shall pay an amount of money equivalent to regular Union dues and initiation fee to a non-religious charity or to another charitable organization mutually agreed upon by the employee affected and the Union. The employee shall furnish written proof that such payment has been made. If the employee and the Union do not reach agreement on such matter, the Public Employment Relations Commission shall designate the charitable organization.

ARTICLE 4 -- UNION BUSINESS

4.1 Except as provided in Section 4.2 below, a Union member who is an employee in the bargaining unit will be granted time off without pay while attending Union associated conventions, seminars, meetings, and Union/City litigation matters, provided (1) he notifies the on-duty Battalion Chief or above in writing at least forty-eight (48) hours prior to the time off. (2) The City will have sufficient employees available to man the department during this time off. (3) An employee called in to replace another employee, who is off on Union business (including time spent in face to face negotiations), will receive straight time pay and overtime pay as required by the FLSA. The Union will reimburse the City the amount over straight time pay if the cost of replacement exceeds the member's pay at the regular hourly rate. Members of the negotiating team while on duty at said time they are negotiating while within the City of Richland shall be on-duty available for response.

4.2 The City shall deposit twelve (12) hours per bargaining unit position per year into the Union's Business Leave Bank. This bank will be used, at the discretion of the principal officers of the Union, to offset the cost of time off for Union business (attendance at Union associated conventions, seminars, meetings, etc.). Union Business Leave will be paid back to the City from the leave bank on an hour for hour basis unless the leave causes overtime, in which case, it will be paid back at the overtime rate.

Other than payroll administration, the Union shall be responsible for the administration of the total annual hours that goes into the bank. A maximum of 216 hours may be carried over from year to year. The City shall have sufficient employees available to staff the department during this time off and an employee called in to replace another employee, who is off on such business, will receive overtime pay, which shall be cost neutral to the City.

The on-duty Battalion Chief shall be notified by a principal officer of the Union, at least twenty-four (24) hours prior, that a member will be off on Union Business. It shall be the responsibility of the Battalion Chief to document the absence and arrange for the replacement of staffing if necessary. Union Business Leave shall not affect a member's

ability to use accrued leaves or the City's ability to meet operational needs.

4.2.1 In 2009, the Union and the City agreed to create a Union Business Leave Bank (UBLB) by reducing each bargaining unit member's sick leave accrual by two (2) or four (4) hours per month in exchange for depositing twelve (12) hours per bargaining unit position per year into the UBLB.

4.3 The Union shall retain the privilege of holding Union Meetings at the Central Fire Station during standby/non-structured duty hours, provided that on-duty employees shall, with the exception of the Union President, Vice-President and Secretary remain at their respective duty stations. Audio-visual equipment linking the Central with other stations has been installed by the City, and said audio-visual equipment may be used by the Union for its meetings. Operating costs will be borne by the City. The Union will bear the replacement or repair cost for physical damage to equipment other than warranty or normal wear. In the event the equipment is out of order, one company within four (4) miles of the Central Station may move up to the Central Station for Union meetings.

4.4 No Union member or officer shall conduct any Union business on City scheduled active duty/structured duty work time on the City's premises, except during breaks, lunch, or as provided within Article 4.

4.5 Nothing in this Article shall preclude the two parties from meeting at reasonable times to discuss areas of mutual concern when mutually agreed.

4.6 Professional Standards. In keeping with professional ideals and standards, neither the Union nor the City shall invoke the name of the other party as a sponsor or supporter to any fund-raising activities without the written agreement of the duly designated representative of the sponsoring party.

ARTICLE 5 -- PAYROLL DEDUCTION

5.1 The City agrees to deduct twice a month dues and assessments certified to be current by the Treasurer of the Union from the pay of those employees who individually request, in writing that deductions be made. The total amount of deductions shall be remitted by the City to the Treasurer of the Union. This authorization shall remain in force during the term of this Agreement.

5.2 The Union shall indemnify and save the City harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of or by reason of action taken or not taken by the City in reliance upon documents or cards or other information furnished to the City by the Union in complying with any of the provisions of this Article.

ARTICLE 6 -- OCCUPATIONAL DISABILITY ALLOWANCE

6.1 The City will provide an occupational disability allowance for such employees injured in the line of duty and eligible for time loss payments under State Workers' Compensation Law. The allowance shall be limited to the number of fire fighter shifts normally scheduled for employees during a calendar year. The occupational disability allowance will be made only when it has been determined that a job-related injury/occupational disease has occurred and will continue as long as such job related injury/occupational disease continues, subject to the maximum limit of one (1) year from the date of injury, to include light duty time.

The allowance shall begin with the date of the job-incurred injury, which the employee would have worked had an on-the-job injury not occurred. The shift of injury is considered hours worked. The employee's following two (2) scheduled shifts for 24-hour shift employees, or the shift of injury plus the employee's following four (4) scheduled shifts for forty (40) hour employees shall be paid at 100% of the employee's straight time wages. The remaining shifts shall be equal to 80% of regular straight time wages. The remaining 20% of the regular straight time wages may be made up with accumulative sick leave and vacation leave at the employee's option. During the period of occupational disability or illness, all leaves for which the person was eligible for the accident or illness shall continue to accrue. Employees receiving holiday pay specified in Article 7 of this Agreement shall not have holidays credited to occupational disability leave.

All applicable payroll deductions, voluntary or otherwise will be subtracted from the optional leave allowance in excess of mandated time loss compensation as indicated under the Revised Code of Washington Title 51, Industrial Insurance or paid by employee reimbursement.

6.2 An employee receiving an occupational disability allowance pursuant to this article shall perform light duty tasks as outlined in Appendix "C" of this Agreement, and as provided by Washington State Industrial Accident Provisions, provided such light duty tasks will not continue more than six (6) months from the date the employee is determined to be disabled for the purposes of receiving benefits.

6.2.1 Employees brought back to work on light duty will work a forty- (40) hour per week schedule unless the employee is assigned to the Transitional Work Program pursuant to Appendix "C". The actual number of hours worked will not exceed forty (40) and shall be approved by the employee's physician.

Personnel transferring from a shift schedule to a day schedule while on occupational disability allowance shall maintain his/her shift accrual rates for vacation, sick leave, etc.

6.2.2 Employees shall not be required to report for light duty work during any period that the employee had prior to the disability, scheduled as a 1st or

2nd pick of vacation as provided by the department vacation policy. The employee at his option shall be placed on vacation leave as scheduled and shall have the leave charged against his accrued vacation leave as appropriate. This clause applies only during the first six months of occupational disability leave.

ARTICLE 7 – HOLIDAYS

7.1 Except as provided in Section 7.6 for employees working 40-hours per week, it shall be the practice of the City to pay cash compensation in lieu of time off for holidays.

7.2 The following holidays are recognized:

New Year's Day	Veteran's Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Eve
Labor Day	Christmas
Floating Holiday	

Each of the above-listed holidays, except for Christmas and New Year's Day, shall be observed on the same day that the holiday is observed by the City. The Christmas holiday shall be observed on December 25th of each calendar year, and the New Year's Day holiday shall be observed on January 1st of each calendar year.

7.3 The floating holiday shall be paid during the pay period of the employee's choice, as indicated on the employee's time card. All employees shall schedule their floating holiday in a pay period in the year it is accrued. The employee receiving the holiday pay shall be on the same work routine as the remainder of the shift. Temporary employees shall not be eligible for the floating holiday unless they have worked for the City for a period of six (6) continuous months.

7.4 Twenty-four (24)-hour-shift personnel shall be paid 14 hours pay at their regular rate of pay for each recognized holiday during the pay period in which the holiday falls, in addition to the employee's regular pay.

7.5 An employee on any leave except "Leave Without Pay" shall receive holiday pay for any and all holidays occurring during the term of said leave (this includes Occupational Disability Allowance Time listed in Article 6).

7.6 Forty (40) hour week (day-shift) personnel shall receive the above holidays (Section 7.2) off. In the event a holiday should fall on the employee's regularly scheduled day off, the employee shall receive another regularly scheduled workday off in lieu of the holiday.

ARTICLE 8 -- UNION BULLETIN BOARDS

8.1 The City agrees to furnish and maintain suitable boards in a convenient place in each station and work area to be used by the Union. The Union shall limit its posting of notices and bulletins to such bulletin boards.

ARTICLE 9 -- CITY RIGHTS AND RESPONSIBILITIES

9.1 Subject to the provisions of this Agreement, the Union recognizes:

9.1.1 The prerogatives of the City to operate and manage its affairs in all respects and in accordance with its responsibilities and powers and;

9.1.2 That the City reserves those rights concerned with the management and operation of the Department which includes, but is not limited to the following:

9.1.2.1 To recruit, hire, assign, transfer, and promote members to the positions within this Department,

9.1.2.2 To suspend, demote, discharge, or take other disciplinary actions against members for just cause,

9.1.2.3 To determine methods, means, and personnel necessary for the Department operations,

9.1.2.4 To control the Department Budget,

9.1.2.5 To introduce and use new or improved methods, equipment or facilities.

9.1.2.6 To take lawful actions, not in violation of this Agreement, in order to assure the proper functions of the Department.

ARTICLE 10 -- PREVAILING RIGHTS

10.1 All rights and privileges held by the employees at the present time which are not included in this Agreement shall remain in force, unchanged and unaffected in any manner. These rights and privileges shall include but not be limited to the following:

10.1.1 Employees shall have the right to retain store call in its present form, provided that shift officers shall consider energy conservation in scheduling and implementing store call.

10.1.2 Employees shall maintain the right to use "crew room" during leisure

hours.

10.1.3 Employees shall maintain kitchen and sleeping rights.

10.1.4 Employees shall retain guest and personal telephone privileges in local area and agree to charge all personal long distance calls to a non-City number.

ARTICLE 11 -- PERFORMANCE OF DUTY - RULES AND REGULATIONS

11.1 Nothing in this Agreement shall be construed to give an employee the right to strike and no employee shall strike or refuse to perform his assigned duties to the best of his ability during the term of this Agreement.

11.2 The Union agrees that it will not condone or cause any strikes, slowdowns, mass sick call or any other form of work stoppage, or interference of normal operations of the Department during the term of this Agreement.

11.3 The Union agrees that its members shall comply in full with the Fire and Emergency Services Department Rules and Regulations, including those related to conduct and work performance.

11.4 The City agrees that the Department Rules and Regulations, Policies and Procedures, and Guidelines, promulgated after the effective date of this Agreement, which affect working conditions and performance, shall be posted on the Union bulletin boards, and shall be subject to the grievance procedure, if brought within 15 days of the date the order is posted on the Union bulletin boards, as to whether or not such Rules, Policies and/or Guidelines are in conflict with any provisions of this Agreement.

11.5 The Union recognizes the City's right to establish minimum qualifications that must be met by newly hired fire fighters prior to being assigned to shift duties. A copy of these established minimum qualifications shall be furnished to the Union, and any changes to said qualifications shall be provided to the Union at least thirty (30) days prior to implementation of the change or changes. Nothing in this clause shall be viewed as a waiver by the Union of their existing rights to bargain such issues as provided by RCW 41.56, nor does it create any new rights.

ARTICLE 12 – UNIFORMS

12.1 All uniforms, protective clothing, devices required of employees in performance of their duties and cleaning thereof shall be furnished by the City, except dress shoes, shorts, undershirts, socks, and belts, unless the City requires they be worn.

12.2 City shall provide four (4) new t-shirts and one (1) sweat shirt annually. They will be laundered by employee.

ARTICLE 13 -- SHIFT TRADES

13.1 Employees shall have the right to exchange shifts with equally qualified persons, with the approval of their Battalion Chiefs.

ARTICLE 14 -- PERSONNEL REDUCTION

14.1 In the case of personnel reduction, the employee having the least seniority in the Fire and Emergency Services Department shall be laid off first. Time in the Fire and Emergency Services Department shall be given first and utmost consideration. In the case of reduction in rank, time in position shall be given first consideration. If time in position is equal, scores on the Certification List(s) shall govern, such that the employee with the lowest score on the most recent certification list shall be reduced-in-rank first. If scores on the certification list are equal, then time in the Fire and Emergency Services Department shall govern such that the employee with the least time shall be reduced-in-rank first.

14.2 When employees are laid off, their names shall be placed on an employment list in order of seniority, with the employee having the most seniority at the head of the list, and the person with the least seniority at the bottom. This list shall stand for a period of two (2) years and no new employees may be hired during that period until the laid-off personnel have been given the opportunity to return to work.

14.3 Persons being re-promoted to positions held prior to being reduced-in-rank shall be re-promoted in the reverse order from which they were reduced in rank.

ARTICLE 15 -- WORKING OUT OF CLASSIFICATION - EFFECT ON PAY

15.1 Any person covered by this Agreement who is required to accept the responsibilities and carry out the duties of the position or rank above that which he normally holds shall be compensated in the following manner:

15.1.1 An employee shall receive compensation per shift for a minimum number of hours worked out-of-classification, as set forth below. In the event two (2) employees work an equal twelve (12) hours out-of-classification for the same position, during a twenty-four (24) hour shift, the employee working the 8:00 a.m. to 8:00 p.m. portion shall receive the out-of-classification pay. No more than the compensation set forth below per position, per shift, shall be paid. Any employee working out-of-classification will be paid the higher amount only for those shifts he works out-of-classification. At the completion of six (6) continuous months out-of-classification, the employee will be entitled to the E step rate of pay in the out-of-classification position, so long as the employee continues to work the out-of-classification position. This provision shall apply to all suppression officer positions covered by this Agreement.

0.75% x F step Fire Fighter for minimum of 8 hours

15.2 Rank and File Captains working in the B/C bargaining unit

- A. If the B/C position is unable to be filled by a B/C, then a qualified off duty Rank and File Captain will be called in to work the position of B/C.
- B. Pay will correspond to the OT Pay Article in the Collective Bargaining Agreement (CBA) for Rank and File, in addition, the employee will receive "Out of Classification Pay" any time they work in the B/C's position.
- C. If an eligible Captain is not available, an eligible on duty Captain will be upgraded to the position of B/C with the current call-in policy being utilized to replace the Captain who was upgraded to B/C. However, if staffing levels allow for a Captain to be upgraded and enough personnel are on duty that a call-in is not necessary then no call-in will take place.

Note: The upgrading of a Captain to the Position of B/C will not impact the ability of on duty rank and file personnel to utilize accrued leaves. (Ex. If a Captain is upgraded to B/C and during the shift somebody would like to utilize an accrued leave then they will have the ability to do so, and another Rank & File member will be called in to replace that employee.)

- D. Upgrade pay for the on duty Captain who is required to fill the B/C position will be 2% of the monthly pay for F step Captain for any shift or portion of a shift in which they are required to assume the duties of a B/C.
- E. If no eligible Captains are available or wish to accept the call-in, Rank and File members shall not be ordered in prior to the B/C's being ordered in.
- F. Rank and File Captains working in the BC bargaining unit is an arrangement intended to promote succession planning. The Department Director and Battalion Chiefs' representatives will meet to update policies related to this section, including limiting overtime eligibility to Captains who are both interested in BC career progression and who are sufficiently qualified for such progression.

ARTICLE 16 -- VACANCIES AND PROMOTIONS

16.1 The right to determine whether or not a vacancy in any position covered by this Agreement is to be filled, and, if so, when, is vested solely in the City.

16.2 If a permanent vacancy should occur, the City may not through a series of "out of classification" appointments avoid promoting individuals to gain advantage of the lower pay scale provided by this article.

16.3 All vacancies shall be filled through a competitive examination process determined by

the City of Richland Personnel Committee.

16.4 When it is determined by the City that a vacancy in a position covered by this Agreement is to be filled, appointment to the position shall be made by the appointing authority from among the top three (3) names on the certification list established for the position. If requested by the employee(s), the appointing authority, for informational purposes only, shall give the passed-over candidate(s) valid written reasons for not being selected.

16.5 Promotional testing for Lieutenants and Captains will be conducted in a single test in February of even years. Candidates for either rank will be subject to the same processes during the test, including the same study materials, the same applications requirements (exception: the prerequisites for testing described in the job descriptions for each rank remain), the same test components, but with distinct scoring criteria for each rank. Two lists will be formed from the testing process; one for Lieutenant and one for Captain. Promotional lists shall be in effect for two (2) years. The City may void the list if there are less than three (3) names on the list.

Employees remaining on the list will be given a written valid reason for the cancellation.

16.6 The provisions of this Article do not apply to the filling of vacancies in positions not covered by this Agreement. See Article 1.1.

16.7 Members who have passed the previous Lieutenants test are eligible to test for the position of Captain provided they have completed twenty-five (25) consecutive years with the Richland Fire Department.

ARTICLE 17 -- GRIEVANCE PROCEDURE

17.1 A grievance means a claim or dispute by one employee or group of employees with respect to the interpretation and application of the provisions of this Agreement. Any issue that has been appealed to the Personnel Committee with the approval of the Union shall not be considered a grievance or subject to the grievance procedure herein and vice versa.

17.2 Nothing in this Agreement shall preclude the right of the two (2) parties to meet and verbally discuss the grievance in an attempt to resolve the issue.

17.3 Grievances as herein defined shall be processed in the following manner:

17.3.1 **Preliminary Procedure.** An employee or group of employees, who feel they have a grievance, may present such grievance within thirty (30) calendar days of when such matter comes to the attention of the employee. Such grievance should be submitted in writing to the employee's supervisor, preferably on a standard form, who shall attempt to resolve it within Twenty one (21) calendar days after it

is presented to him; provided that no grievance in this stage shall be pursued beyond the Fire and Emergency Services Director.

17.3.2 Step 1. If the grievance is not resolved in the preliminary procedure, the employee shall have ten (10) calendar days to notify the Union Grievance Committee, in which case it shall be settled in the following manner: The Union Grievance Committee, upon receiving a written and signed petition, shall determine within ten (10) calendar days if a grievance exists. If in their opinion no grievance exists, no further action is necessary. If a grievance does exist, they shall, with or without the physical presence of the aggrieved employee, present the grievance to the Fire and Emergency Service Director in writing within fifteen (15) calendar days who shall attempt to resolve it within twenty one (21) calendar days after it has been presented to him. The written grievance shall include a statement including the specific Article(s) or Section(s) of the Agreement allegedly violated, the specific facts, and specific remedy sought.

17.3.3 Step 2. If the employee or employees are not satisfied with the response of the Fire and Emergency Services Director, the written grievance may be presented to the City Manager, together with all pertinent materials, by Union representatives within thirty (30) calendar days of receipt of the Fire and Emergency Services Director's response. The City Manager shall attempt to resolve the grievance within twenty one (21) calendar days.

17.3.4 Step 3. Any grievance involving the interpretation or application of this Agreement, which is not resolved in accordance with the foregoing procedure, may be referred to arbitration by the Union within thirty (30) calendar days after receipt of the City Manager's answer in step 2. The arbitrator shall be a member of the American Arbitration Association (AAA) or Federal Mediation Conciliation Service (FMCS) and shall be selected in accordance with the established procedures of the AAA or FMCS, depending upon which agency is used. The cost of arbitration shall be borne 1/2 by the City and 1/2 by the Union. Each party is responsible for its own costs and attorney's fees. The arbitrator shall render his decision based on the interpretation and application of the Agreement. The decision shall be final and binding upon the parties to the grievance, provided that the decision does not involve action by the City which is beyond its jurisdiction, and provided further that the decision of the arbiter is not arbitrary, nor capricious, nor exceeds his authority.

17.4 The City and the Union may agree to extend the time limits of any of the above steps if mutually agreed to by both parties.

17.5 Neither the arbitrator nor any other person or persons involved in the grievance procedure shall have the power to negotiate new agreements or to change any of the present provisions of this Agreement.

17.6 No settlement of a grievance with any employee shall be contrary to the terms of this Agreement.

ARTICLE 18 -- WAGES

18.1 The types of employment and wages for all employees covered by this Agreement shall be listed in Appendix "A", attached hereto and by this reference incorporated herein.

18.2 When an Assistant Fire Marshal, Deputy Fire Marshal, Training Program Officer, or EMS Program Officer is promoted and transferred back to a shift, the aforementioned action will result in that employee being placed in the E step of the appropriate range.

ARTICLE 19 – HOURS

19.1 The hours of duty shall be approximately 48.154 hours a week as per those presently worked provided a total of seventeen (17) Kelly days shall be scheduled off. Ten (10) shifts off will be periodically scheduled on a rotating basis. Seven (7) more shifts may be scheduled off, by the employee, prior to July first, on a manpower available basis, or as scheduled in with a vacation pick period. In accordance with Kelly Day and vacation policies.

19.1.1 The 40-hour week, day-shift positions (Assistant Fire Marshal, Deputy Fire Marshal, Training Program Officer, and EMS Program Officer) shall serve three (3) years in position from the time of appointment unless appointed through the Mandatory Assignment Procedure. A member may serve additional years in position at the discretion of the Director of Fire and Emergency Services.

19.1.2 For employees classified as Assistant Fire Marshal, Deputy Fire Marshal, Training Program Officer, and EMS Program Officer, the hours of work shall be forty (40) hours per week. The work schedule shall normally be four (4) ten (10) hour days. A schedule of five (5) eight (8) hour days per week may be scheduled with the approval of the Director of Fire and Emergency Services.

19.1.3 For recruit firefighters, the hours of work shall be 48.154 hours a week to be scheduled by the Director.

19.2 Employee structured work hours, for scheduled activities, shall be 8:00 a.m. to 5:00 p.m. Monday through Saturday. Structured work hours for Sundays shall be from 8:00 a.m. to 12 noon. Holidays except Christmas and Thanksgiving shall be from 8:00 a.m. to 12 noon. Christmas and Thanksgiving shall be from 8:00 a.m. to 10:00 a.m.

19.3 Employees who are required to work beyond structured duty hours into their non-structured time shall have non-structured time work paid back on an hour for hour basis provided the duties performed during non-structured time pursuant to item "A" through "J" of Section 19.4 shall not be eligible for payback except duties performed during non- structured time pursuant to "H and I" which shall be paid back on an hour for hour basis.

19.4 The following specific duties will continue to be performed as they have

been in the past when they occur during leisure hours:

- A. Officers' reports
- B. Records Management System (RMS) entries
- C. Routine paperwork
- D. Incident reports
- E. Assuring the front line readiness of emergency apparatus; i.e., cleaning up of vehicles, replenishing air supplies, hose, etc.
- F. Special requests helicopter standby
- G. Medication and drug checks as required
- H. Assist in testing entry-level applicants during two (2) consecutive work days each calendar year
- I. Participate in Department Open House on one Saturday until 1600 hours and clean-up thereafter
- J. Other past duties which may later be identified and agreed to by the parties to this Agreement.

ARTICLE 20 -- FIRE EDUCATION INCENTIVE PROGRAM

20.1 The purpose of this program is to provide incentive pay for members of the Fire Department to seek additional education in order to meet the ever changing needs and demands placed upon Fire department.

20.2 This program is based on college units and college degrees within the Fire Service as defined under a Fire Science/Fire Administration Program curriculum. Subjects not related directly to the fire field but part of the requirements or electives towards a degree shall be counted as a part of this program as defined in Section 20.5.

20.3 All applications for education incentive shall be presented to the Fire & Emergency Services Director prior to becoming eligible for credit under this program. Personnel achieving an Associate or Bachelor Degree in Fire Science/Fire Administration shall be paid the percentage indicated in 20.5 for said degree.

20.4 When a fire fighter has not received a degree, courses/credits completed will be accepted under this program as set forth below.

20.5 Requirements for Education Incentive Pay.

% OF BASE PAY	AA DEGREE/CREDITS	BA/BS DEGREE/CREDITS
1%	20% of credit requirements	10% of credit requirements
2%	40% of credit requirements	20% of credit requirements
3%	60% of credit requirements	30% of credit requirements
4%	80% of credit requirements	40% of credit requirements
5%	AA Degree	50% of credit requirements
6%		60% of credit requirements
7%		70% of credit requirements

8%		80% of credit requirements
9%		90% of credit requirements
10%		BA/BS Degree

20.6 All employees receiving education incentive pay on January 1, 2007 shall not suffer a reduction in existing percentage of compensation because of the agreed upon revisions. Eligibility for any further increases shall be contingent upon meeting the requirements set forth above.

20.7 To receive credits for Fire Education Incentive Pay, bargaining unit members must provide a transcript and Fire Science/Fire Administration curriculum from the college issuing the transcript. A letter from the course administrator is required for determination of appropriate credit allowance. Credits offered for pay under this program must have a "C" grade average.

20.8 Requests for pay in excess of the 5% step level must be predicated on upper division level credits for classes that fit into a four (4) year Fire Science/Fire Administration curriculum for a four (4) year college degree. Unused service credits to the maximum of thirty (30) may be used as upper division electives if accepted by the college.

20.9 All members of the bargaining unit in classifications covered by this labor agreement are eligible to participate in the Education Incentive Program.

ARTICLE 21 -- SICK LEAVE

21.1 Sick Leave for LEOFF II Employees. Full-time and temporary LEOFF II employees shall accrue sick leave as follows:

	<u>Accrual Rate</u>
40 hour per week employees	7 hours per month
24 hour shift employees:	
1) With less than 1440 hours accrued sick leave	20 hours per month
2) With 1440 or more hours accrued sick leave	10 hours per month

Twenty-five percent (25%) of unused sick leave accrued by each LEOFF II employee will be paid to the employee by the City, up to a maximum pay out of \$10,000, when such employee separates from service with fifteen (15) or more years of employment with the Richland Fire Department. .

21.2 Advance of Sick Leave for New Employees. New employees will be advanced a

sick leave allowance of 144 hours which is equal to that which would be accrued in 7.2 months at the LEOFF II accrual rate, and will begin their regular LEOFF II accrual at the end of 7.2 months' employment. An employee whose employment terminates for any reason during the first 7.2 months must repay the City for sick leave used in excess of the LEOFF II accrual rate for the period of actual employment. For temporary employees, sick leave advancement shall be limited to the amount that they would normally accrue during their period of employment.

21.3 Employees shall be allowed to donate accrued sick leave to other employees within the bargaining unit with less than thirty-six (36) months of service. A donating employee may give to more than one employee but not to exceed twenty-four (24) hours per receiving employee per year. Receiving employees can receive unspecified number of hours from various donors. Donation does not impact perfect attendance.

21.4 Non-Duty Sick Leave/Light Duty - LEOFF II employees on non-duty sick leave may agree to work light duty to extend their sick leave benefits.

21.4.1 The light duty work shall be restricted to the light duty job description as defined in Appendix "C" of this agreement, and the employee shall present the Fire Chief with a release from their doctor to perform this work. If possible, the release should include an estimated date of full recovery for return to full duty. Employees working light duty shall have their rate of sick leave used reduced by one hour for every hour of light duty worked or portion thereof.

The light duty schedule shall not exceed the employee's assigned average work week.

Hours worked shall not exceed the employee's assigned average work week. The actual number of hours worked will be agreed to between the employee and City.

21.4.2 If more than one employee is eligible and agrees to light duty work, the City shall split available work as evenly as possible among the eligible employees. The determination as to whether light duty work exists rests solely with the City.

21.4.3 Light duty under this agreement is available only to employees having sick or annual leave time available and shall not constitute a position nor extend beyond available paid leave time.

21.4.4 Light duty work hours may include medical rehabilitation to a maximum of two hours per day.

21.4.5 An employee on light duty may be assigned to the Transitional Work Plan (TWP) pursuant to Appendix "C".

ARTICLE 22 -- PAID LEAVES

22.1 Vacation Leave – Regular full-time employees shall accrue vacation time as set forth below, based on length of service with the City. No employee shall be eligible to use vacation time accrued until he/she has worked for the City a minimum of six (6) calendar months.

22.1.1 Employees working a 40-hour base week shall accrue vacation time on the following basis:

<u>Length of Service</u>	<u>Monthly Rate of Vacation Credit in Hours</u>
1st through 9 years	12
10th through 15 years	14
16th through 20 years	16
Over 20 years	18

Maximum vacation accrual shall be limited to 339 hours for the duration this Agreement for day-shift 40-hour personnel.

22.1.2 Employees working 24-hour shifts shall accrue vacation time on the following basis:

<u>Length of Service</u>	<u>Monthly Rate of Vacation Credit in Hours</u>
1st through 9 years	14
10th through 15 years	16.25
16th through 20 years	19
Over 20 years	21

22.2 Accumulation of vacation shall not exceed 408 hours at year's end.

22.3 Vacation Bonus Days -- Regular full-time employee(s) working a 40-hour base week and with one continuous year of service shall be eligible to earn one vacation bonus day (eight (8) hours) after non-use of sick leave and leave without pay collectively. Regular full-time employee(s) working fire fighter (24-hour) shifts who have completed one continuous year of service shall be eligible to earn one (1) vacation bonus fire fighter shift (24-hours) after non-use of sick leave and leave without pay collectively.

22.4 Family Leave -- Regular full-time employees shall be granted family leave for injury, illness, birth or death in the employee's family, when employee's presence is needed.

22.4.1 40-hour week employees shall be granted (forty) (40) hours family leave per year. 24-hour shift employees shall be granted seventy-two (72) hours family

leave per year.

22.4.2 Hours needed in excess of the limits listed in 22.4.1 shall be charged to sick leave or vacation per the employee's request after being approved by the on-duty Battalion Chief or above or as provided by State Statute. Sick leave used to extend family leave shall impact the employee's perfect attendance date.

22.4.3 For Family Leave purposes, "Employee's Family" shall be defined as the employee's spouse, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, sister, sister-in-law, brother, brother-in-law, grandfather, grandfather-in-law, grandmother, grandmother-in-law, grandchild, or any person permanently residing with the employee. Step relatives of the relations listed shall also be considered as part of the employee's family.

22.5 Personal Business Vacation Leave - Regular full-time employees working twenty-four (24) hour shifts shall be granted up to seventy-two (72) hours of personal business vacation leave annually.

22.6 Twenty-four (24) hours of the seventy-two (72) hours may be taken at the employee's discretion. Such time must be taken in blocks of eight (8) hours or more. Vacation shall be charged at the applicable overtime rate against the employee's accrued vacation for each hour taken. Discretionary use of personal leave will impact perfect attendance.

Forty-eight (48) hours of the seventy-two (72) hours may be taken for those situations which require the employee's presence and which cannot be scheduled to another time. Examples include: child care, business appointments. Recreational or other pleasure activities are not included. The determination of whether the situation qualifies for such leave rests solely with the City. The City may request documentation to support the justification for the use of such leave. Vacation shall be charged for the exact amount of leave used.

Employees not using personal business vacation leave in a calendar year shall receive twenty-four (24) hours of bonus vacation accrual to be paid cash compensation in lieu of time off. Employees transferring from days to shifts or vice-versa shall have the bonus prorated for amount of time spent on shift. An employee separating from service shall receive compensation at the prorated rate for time served. New hires shall receive compensation at the prorated rate for time served.

22.7 Eligible employees will be allowed up to twelve (12) weeks of unpaid leave in accordance with the Family Medical Leave Act. The City may require an employee to use any and all accrued leave as part of the FMLA leave. The provisions of this section are not intended to expand upon federal or state law.

22.8 Jury Duty and Witness Service

An employee who is called for jury duty or is subpoenaed as a witness in a case, to which the employee is not a party, shall be paid during the absence on account of the jury or

witness service. The employee shall endorse to the City any amount of jury or witness fees (exclusive of mileage) the employee is paid.

22.9 Vacation Leave Donation/Transfer

The policy of the City is to allow employees to donate vacation leave to co-workers facing personal emergencies who have exhausted all accrued leave.

An employee is eligible for donated vacation leave when 1) he or she has suffered an extraordinary injury or illness (from other than a work-related cause) which exceeds sixty (60) calendar days in duration and has exhausted all applicable accumulated leaves; or 2) when an attending physician determines the presence of an employee is necessary because of an immediate family member's medical condition which exceeds sixty (60) calendar days in duration and the employee has exhausted all other available leaves.

Recipients are limited to receiving 240 hours of donated leave for any one incident or illness and may not request donated vacation leave more than one time in any concurrent five (5) year period.

The leave recipient must pay insurance premiums while using donated leave, and will not accrue any other leaves while using donated vacation leave.

An eligible employee requiring use of donated vacation leave shall notify his or her department director in writing that the use of donated leave is required, explaining and providing written documentation as to the circumstances.

The Department Director shall forward the request to Human Resources for approval. Human Resources is responsible for approving the request and forwarding the PTO/Vacation Donation Transfer Form (see Appendix 'D') for City-wide notification and distribution.

City employees may donate vacation leave to other employees under the following conditions:

1. A vacation balance of at least 100 hours is maintained after the transfer, and employees may not donate more than 100 hours per year of their vacation balance.
2. Vacation is transferred based on the dollar value of said leave. For example, the requesting employee earns \$10.00 per hour base. The donating employee earns \$20.00 per hour, and wishes to transfer 10 hours. As a result, \$200 worth of leave is transferred. The requesting employee will be credited with 20 hours (\$200 divided by \$10/hour).

No City employee may intimidate, threaten or coerce any other employee with respect to donating, receiving or using leave under this program. If the recipient does not use all the leave donated, the remainder will be returned to the donors as nearly as possible in the ratio of each employee's donation to the total amount.

ARTICLE 23 -- LEAVE CONVERSION AND MAXIMUM USAGE

23.1 Because shift changes are usually accomplished during the first part of the year, Family and Emergency Leave hours shall be restored to the appropriate maximum granted in Article 22 whenever an employee transfers from a 40-hour per week position to a 24-hour shift position, or vice versa.

23.2 Whenever an employee changes from 24-hour shifts to days, Sick Leave and Vacation accrual totals shall be multiplied by 0.83088. When changing from days to 24-hour shift, Sick Leave and Vacation shall be multiplied by 1.2035. The multipliers are based on hours worked per week.

The accrual rates shall be changed to reflect the appropriate rate for the position being worked on the last day of each month.

23.3 Leave of Absence Without Pay -- A regular full-time employee may be eligible for an unpaid leave of absence up to thirty (30) calendar days with the approval of the Fire & Emergency Services Director. Prior to requesting such leave, the employee must have exhausted all of the employee's paid leave. During such leave, the employee will be considered to be active at work and entitled to the privileges and benefits as specified by this Agreement. If the employee fails to return from said leave, the employee will be considered as having abandoned the employee's job and be subject to termination.

A regular full-time employee with a minimum of five (5) years of service may be granted an unpaid leave of absence of up to one (1) calendar year with the approval of the City Manager. Prior to requesting such leave, the employee must have exhausted all of the employee's paid leave. During such leave, the employee will not accrue sick leave, vacation leave or any other benefits, and the employee's seniority will be frozen. Upon return from such leave, the employee may be placed in an open position as listed in Appendix A of this Agreement according to the employee's knowledge, skills and abilities. If the employee fails to return from such leave, the employee will be considered as abandoning the employee's job and be subject to termination.

ARTICLE 24 -- OVERTIME PAY

24.1 All overtime work for 24-hour shift employees shall be compensated at 1.5 times the regular hourly rate of pay, except as provided in Section 24.1.1.

24.1.1 For Rank and File bargaining unit members regularly working a 40-hour base week, who are on a scheduled leave or day off and assigned to a shift for overtime, shall be paid at 1.5 times his/her current rank equivalent for an Operations Division employee's rate of pay (at the appropriate step) calculated on a 2504 scheduled hours work year (48.154 hours per week x 52 weeks per year). For example, the Assistant Fire Marshal with the rank of Lieutenant at F step shall be paid for overtime worked on a 24-hour shift at the rate of an Operations

Fire Lieutenant, F Step.

24.1.2 When mutually agreed, the City may grant day shift employees (40 hour per week workers) compensatory time off in lieu of overtime pay. Such compensatory time shall be granted at 1-1/2 times overtime hours worked and shall be scheduled for use at a time, which is mutually agreeable to the City and employee. In no event shall compensatory time accrual exceed two hundred (200) hours; and compensatory time shall either be used, or overtime hours be paid at 1-1/2 times the regular hourly rate of pay, within 12 months of when the overtime was performed.

24.1.3 Minimum overtime pay shall be equivalent to four (4) hours straight pay for all call backs, exception hold over pay.

24.2 The parties agree to the current departmental Overtime Policy.

ARTICLE 25 – INSURANCE

25.1 Health Insurance

25.1.1 The City and employee as represented by IAFF Local 1052 shall share the cost for health insurance coverage for employees and their dependents.

25.1.2 During the term of this agreement, unless otherwise indicated per Appendix E, the employee shall contribute 1.75% of “F” step rate of firefighter/EMT monthly base salary towards the cost of the PPO+ Plan and then towards the LEOFF Health and Welfare Trust 6B plan upon its effective date. The City will contribute the balance of the cost. All bargaining unit members will transfer medical and vision coverage to the LEOFF Trust Plan 6B effective February 1, 2012. IAFF members shall retain the City medical plan for the month of January 2012.

25.1.3 Until December 31, 2017, the Union has a one-time portability option to move the medical and vision plans to another non-city plan.

25.1.4 In conjunction with the IAFF members transfer to the LEOFF Trust Plan 6-B, an individual Health Reimbursement Account (HRA) shall be established with A.W. Rehn and Associates. Annual contributions will be issued monthly by the City for each bargaining unit member as follows:

An HRA in the amount of \$4500.00 will be established for each member with dependent(s) and an HRA in the amount of \$2250.00 will be established for each member without dependents. HRA set up and annual fees shall be paid by the City, not to include an HRA debit card. The HRA contributions will be prorated for 2012 based on the enrollment date and for all future members hired or terminated during the term of this agreement.

25.1.5 At the end of each annual claim submission period as determined by A.W. Rehn and Associates, excess monies in each HRA account will roll into an individual Health Savings Account (HSA)/Voluntary Employee Benefit Association (VEBA) account to be established prior to December 1, 2012 by the IAFF membership and mutually agreed to by the City. All fees associated with said HSA/VEBA will be at the expense of the member.

25.2 Dental Plan

The City will pay for a dental plan which covers the employee and all of his or her eligible dependents.

25.3 Vision Plan

The City will pay for a separate vision plan which covers the employee and all of his or her eligible dependents for January 2012. Beginning February 1, 2012 vision benefits shall be included through the LEOFF Health and Welfare Trust 6B Plan. The cost of the City's vision insurance plan will be part of the cost of medical coverage used in Appendix E. The vision plan is subject to the one-time portability provision in Section 25.1.3.

25.4 Post Employment Health Program

During discussions for contracts effective in 2003, the City offered all bargaining units an irrevocable and one time opportunity to fund a post employment health program. In lieu of participation and the long term funding requirements for this new benefit program, IAFF Local 1052 elected to take additional wages. As a result, it is understood that IAFF Local 1052 members are not, nor shall at any time in the future be, eligible to participate in the City's post employment health benefit program.

25.5 Life and Accidental Death & Dismemberment Insurance

The City will maintain Life and AD&D policies which provide a death benefit equal to two (2) times an employee's annual base salary.

ARTICLE 26 - PRODUCTIVITY

26.1 The City and the Union shall work together to meet the production requirements of the Fire and Emergency Services Department to provide the public with efficient and courteous service, to encourage good attendance of employees on regular duty; and to promote a climate of labor relations that will aid in achieving a high level of efficiency in the Department.

ARTICLE 27 -- NOTIFICATION OF ABSENCE

27.1 Employees not able to report for duty at the beginning of a scheduled shift or shifts for reasons of sickness, disability, or other unscheduled absence causes, shall notify the on-duty shift supervisor prior to 0730 on the date of the scheduled work shift or shifts.

27.2 Employees may be excused from multiple notifications if the absence is known or

expected to extend beyond the initial shift. Should circumstances preclude or inhibit an employee's ability to make notification of absence prior to 0730, the employee shall make such notification as soon as reasonably possible to do so.

27.3 40-hour week employees not able to report for duty at the beginning of a scheduled shift for reasons of sickness, disability, or other unscheduled absence causes shall, prior to 0700, notify the on-duty Battalion Chief and his/her supervisor by phone (cell phone). A follow-up e-mail should be sent to the supervisor if possible.

ARTICLE 28 -- MEDICAL CERTIFICATION/RECERTIFICATION & TRAINING

28.1 All employees in the fire fighters classification shall, as a condition of employment, be at least EMT certified. This requirement shall not be a ground for discharge for any employee hired originally prior to January 1, 1988.

28.2 Initial Certification - The cost of tuition and books for any class to achieve any of the initial medical certifications listed in Appendix "A" and "B" shall be paid initially by the Employer contingent upon the employee successfully completing the class. Should the employee not successfully complete the class, the costs of the tuition and books shall be reimbursed to the Employer by the employee through payroll deduction, amortized over the next six (6) months. Should the employee terminate employment with the Employer before the total cost is reimbursed, the remaining costs shall be withheld from the employee's final paycheck. The cost for the second and subsequent failed examinations for initial certifications shall be the sole responsibility of the employee.

28.2.1 Should the employee opt to have the City of Richland fund their paramedic certification, the employee will commit five years as a Paramedic for the Richland Fire and Emergency Services. To be eligible for City paid paramedic training and time, the employee shall provide all forms and documentation required. Should the employee not fulfill his or her commitment for any reason other than a medical retirement, the employee shall repay the cost of tuition and books on a pro rata basis, as outlined below. The City may waive repayment of some or the entire Compensation Amount.

Day 1 – Year 1 (inclusive) to Anniversary Date	= 100% (tuition and books)
Day 1 – Year 2 (inclusive) to Anniversary Date	= 80% (tuition and books)
Day 1 – Year 3 (inclusive) to Anniversary Date	= 60% (tuition and books)
Day 1 – Year 4 (inclusive) to Anniversary Date	= 40% (tuition and books)
Day 1 – Year 5 (inclusive) to Anniversary Date	= 20%(tuition and books)
Day 1 – Year 6 and beyond	= 0%

28.2.2 The City shall allow one approved outside training opportunity as addressed in the "City of Richland Business Travel and Expense Policy, dated September 4, 2008, per paramedic, per certification period, and pay all expenses as granted by the policy.

28.2.3 The City shall relieve Paramedics for ACLS and PALS classes required for certification and recertification in Benton and Franklin County and pay the required tuition and books for said ACLS and PALS classes in addition to the above stated class expenses and time off.

28.2.4 Paramedic students shall not be paid overtime to attend class while off-duty. A Paramedic student who accepts overtime but leaves to attend class will be taken off duty and replaced, if necessary. A Paramedic student who accepts a trade will have to have a replacement trade to attend class. Upon completing one year as a certified paramedic, and annually for the next four years, the paramedic shall receive an annual lump sum payment equal to 1.40% of the top step firefighter's annual base salary in effect at the time of payment, for a total of five lump sum payments. Prior to each new paramedic class, this amount will be mutually agreed to by labor and management.

28.3 All approved off-duty class time for officers and fire fighters necessary to achieve an authorized medical certification listed in Appendix "A" and Appendix "B" shall be paid for at the base hourly overtime rate of pay except as noted in 28.2.4 . Class time while on-duty shall be allowed when manpower permits and call in shall be utilized to allow employees to go to class when manpower does not otherwise permit them to go. Class time shall not impact other employees' rights to schedule vacation time off as presently allowed, provided there are sufficient employees available for call in if necessary to cover the student class time.

The City shall pay off-duty paramedics and paramedic students overtime to attend live Ongoing Training and Education Program (OTEP) and Medical Program Director (MPD) meetings up to a maximum of eighteen (18) annually. Paramedics shall be paid for required training to maintain certifications (ACLS, PALS, and Advanced Airway Course).

28.4 Duties of paramedics shall include teaching Department medical classes as assigned.

28.5 City of Richland off-duty, certified paramedics may be called in to supervise paramedic trainees on a voluntary basis, provided that if volunteers are of insufficient number to meet Department needs, the Department may either contract or hire temporary employees to cover the shifts not covered by volunteering Richland paramedics. Such contract or temporary employees shall not be covered by other Articles of this Agreement. Pay for such supervisory work by Richland paramedics outside of the regular work schedule will be at 1-1/2 times the volunteer's base hourly rate unless the volunteer assumes his full duties, in which case he shall be paid pursuant to Article 24 – Overtime.

28.6 Bargaining unit employees who have or will obtain Washington State Paramedic Certification will maintain that Certification and perform paramedic work for the term of that State Certification.

ARTICLE 29 -- TERMS OF SUCCESSORSHIP

29.1 This Agreement shall be binding upon the successors and assigns of the parties hereto, and no provisions, terms, or obligations herein contained shall be affected, modified, altered, or changed in any respect whatsoever by the consolidation, merger, annexation, transfer, or assignment of either party hereto; or affected, modification, altered, or changed in any respect whatsoever by any change of any kind of the ownership or management of either party hereto; or by the change geographically or otherwise in the location or place of business of either party hereto.

ARTICLE 30 -- PROBATIONARY PERIOD

30.1 All newly hired fire fighters shall serve a twelve (12) continuous month probationary period. The City may terminate the employment of a new hire probationary employee at any time, without cause, during the probationary period.

30.2 Newly promoted officers shall serve a twelve (12) continuous month probationary period. If the six (6) month appraisal is satisfactory, the officer will receive a merit increase to the next higher step. Employees promoted to a higher position in the bargaining unit who fail probation shall have the right to bump to their previous rank.

30.3 Temporary or provisional time spent on an upgrade in conjunction with a permanent appointment, if continuous, will be credited towards the probationary period and merit increase. The permanent appointment date establishes the time in grade.

ARTICLE 31 -- TERM OF AGREEMENT

31.1 This Agreement shall be and hereby does become effective January 1, 2015, and shall remain in full force and effect up to and including December 31, 2017, and from year-to-year thereafter; provided, that either party wishing to terminate or amend the same, shall notify the other party within the time limits provided by state law.

ARTICLE 32 -- SAVINGS CLAUSE

32.1 If any provision of this Agreement or the application of such provision should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portion of this Agreement shall remain in full force and effect.

ARTICLE 33 -- LONGEVITY PAY

33.1 Members of the bargaining unit that have completed twenty-five (25) years of

service with the City shall receive longevity pay equal to five percent (5%) of their base pay.

ARTICLE 34 -- HAZARDOUS MATERIALS TEAM

34.1 The City agrees to pay up to a maximum of nine (9) bargaining unit members specialty pay for participation on the Tri-County Hazardous Materials Response Team (HMRT). Such pay shall be equal to three and one-half percent (3.5%) of top step fire fighter pay per month starting the date the HMRT training coordinator determines the member may actively participate on hazardous materials incidents.

34.2 When there are less than nine (9) Department members on the HMRT, the City shall post a notification of these openings ninety (90) days prior to the required training becoming available. They shall be selected from applications received by the Department. Selection and acceptance for training on the team will be based on:

- A) A vacancy in any of the nine (9) memberships hereby authorized for the team;
- B) A review of the applicant's qualifications;
- C) A statement of the applicant's commitment in writing;
- D) Recommendations from supervising officers and input of HMRT members of the Department;
- E) Their seniority in the Department;
- F) Approval of the Department Director; and,
- G) Pass a medical baseline physical exam prior to being selected for training or appointed to the team.

34.2.1 The cost of tuition and books for any class to achieve HMRT status shall be paid by the City, contingent upon the employee successfully completing the class. Classes taken prior to acceptance as a HMRT member trainee, which are requirements for team member status, will not be subject to reimbursement.

Should the employee not successfully complete the class, the cost of tuition and books shall be reimbursed to the City by the employee, through payroll deduction, amortized over the next three months. Should the employee terminate employment with the City before the total cost is reimbursed, the remaining costs shall be withheld from the employee's final paycheck.

34.2.2 All approved off duty class time for officers and fire fighters necessary to achieve HMRT member status, shall be paid at the base hourly overtime rate of pay. Class time, while on duty, shall be allowed when manpower permits, and call-ins shall be utilized to allow employees to go to class when manpower does not otherwise permit them to go. Class time shall not impact other employee's rights to schedule vacation time off, as presently allowed, provided there are sufficient employees available for call-in, if necessary, to cover the student class time.

34.3 Team members shall remain on the HMRT for a minimum of three (3) years from the date they begin hazardous materials training after they are selected for the HMRT by the City for HMRT training. Team members may be removed from the team if a problem or condition occurs, including failure to meet the minimum required annual training hours, which would reasonably prevent or limit the members' effectiveness on the team, or when a majority of other HMRT members feel the removal is necessary, or other good cause. Members may resign from the team after three (3) years of membership by notifying the Department in writing. Should the City withdraw from participation on the HMRT and cease to provide that service, then members of the team shall be considered as having left the team for cause.

34.4 Off duty team members shall be paid at their regular overtime rate of pay for the following items:

- A) All emergency response time,
- B) Required HMRT meetings,
- C) All required training time (drills and classes),

On duty members shall be replaced as needed for required meetings and required training. Said training and meetings shall not impact other bargaining unit members rights to use their leaves (including moving of kelly days).

HMRT members shall be required to attend a minimum of twenty-four (24) hours of team training per year.

34.5 HMRT members shall not be required to carry pagers.

34.6 The responsibility and authority for the operation of the HMRT, including policies and procedures, rest solely with the Board of Directors. The parties recognize the HMRT's Board of Directors right to assign HMRT members to perform functions associated with ensuring the success of the HMRT. Said assignments shall fall under Section 4 of this Article.

34.7 If significant changes to the related conditions or procedures are proposed or enacted, this Article will be reopened at the request of either the City or the Union to negotiate the impact of such changes.

ARTICLE 35 -- AGREEMENT TO BARGAIN

35.1 Nothing in this agreement is to be considered as a waiver by the Union of their rights to request and require bargaining on any changes initiated by the City which impact hours, wages, or working conditions.

ARTICLE 36 -- GROOMING STANDARDS

36.1 The uniformed members of the Richland Fire & Emergency Services Department will maintain a standard of grooming and a reasonable uniformity of appearance. Members will impart to the public we serve, an image of each member's competence, efficiency and pride in the fire department. It is critical to operations of the department that members are groomed in such a way to inspire confidence by the public.

36.1.2 Hairstyles such as Mohawks, hair designs, braids, pony tails, etc. which may meet the requirements of these standards, but do not reflect the proper public image, shall be strictly prohibited, with the exception of female employees who will be allowed to wear braids or pony tails.

36.2 Safety is the other primary reason for these standards. Considering the safety factors, the grooming standards outlined in these standards allow opportunity for individuality of style and taste.

36.3 It is the responsibility of all officers to ensure that personnel under their supervision present a neat appearance and it is the duty of each fire fighter to take pride in his/her appearance at all times.

36.4 There are many hairstyles, which are acceptable to the fire department. The bulk or length of hair must not interfere with the normal wearing of a standard uniform cap or helmet.

36.5 The hair on the top and sides of the head will be neatly groomed and the back of the hair may be either tapered or block cut and may extend to one inch (1") below the bottom of the shirt collar. Hair may be longer in length than indicated above, but then shall be held in a bun, net or other similar fashion. Pony tails are not permitted. Cut hair shall be proportioned and may cover the top one-half of the ears if desired. Hair must never be of such bulk or length that it will jeopardize the personal safety of the fire fighter in the performance of fire or other emergency operations.

36.6 Employees may wear their hair compacted, not to exceed two and one-half inches (2 1/2") in depth on both sides and top, and the length of the hair must not hinder the proper fit of Richland Fire & Emergency Services Department head gear.

36.7 If the individual desires to wear sideburns, they will not extend downward beyond the lowest part of the earlobe. Because each individual is unique, sideburns must never attain a width whereby they are upon the area of the face where a Richland Fire & Emergency Services Department protective breathing apparatus makes its seal.

36.8 Moustaches will be permitted. If a moustache is worn, it shall be kept neatly trimmed and tidy. Moustaches may extend laterally not more than one and one-quarter inch (1 1/4") from the corner of the mouth and may extend to the chin line but not below. The moustache may extend not more than one-quarter inch (1/4") over the upper lip.

36.9 Members may be allowed to wear facial hair immediately beneath the lower lip, not to exceed one-half inch (1/2") in any dimension.

36.10 Members shall be clean shaven while on duty. Exception, those persons called in on an emergency call-in shall not be required to shave prior to arrival at the station or fire scene.

36.11 Beards and goatees of any type are specifically prohibited. In no case shall facial hair, including stubble, come between sealing periphery of the respirator face piece. Facial hair of any type shall not interfere with the seal of SCBA face piece.

36.12 Hair styles such as Mohawks, hair designs, braids, pony tails, etc., which may meet the requirements of these standards, but do not reflect the proper public image, shall be strictly prohibited.

36.13 If bangs are worn, they shall be maintained above the eyebrows so as not to obscure vision. At no time will bangs be allowed to interfere with the seal of the mask face piece.

36.14 Artificial hair coloring shall be in good taste and reflect the proper public image. Multi-colored hair, other than natural, which reflects negatively on the fire service, shall be strictly prohibited.

36.15 Wigs or hairpieces will not be worn on duty, except for cosmetic reasons to cover natural baldness or disfigurement. If, under these conditions a wig is worn, it will conform with the hair grooming regulations and appear natural.

36.16 Fingernails will not extend more than one-quarter inch (1/4") beyond the tip of the finger, and if fingernail polish is used, it will be of a conservative color, and commensurate with the fire department's public image of military discipline.

36.17 Jewelry - The wearing of earrings, ear studs, except during initial healing period of ear piercing, while on duty, is prohibited. During healing period, the ear stud will be covered.

ARTICLE 37 -- DRUG & ALCOHOL TESTING POLICY

37.1 Reporting to work under the influence of alcohol and/or illegal drugs, or the use, sale, or possession by an employee of illegal drugs is strictly prohibited and may result in disciplinary action, including immediate termination.

Each employee must advise the City if they are using prescription or other over-the-counter drugs they know or reasonably should know may impair their ability to perform job functions and/or operate machinery such as automobiles. Under appropriate circumstances the City may request the employee provide written medical authorization to perform various essential job functions from a physician while using such drugs.

The City recognizes a need to provide an opportunity for employees to deal with alcohol related problems through employee assistance programs. Any employee, who voluntarily seeks treatment for a personal alcohol problem or for a substance abuse disorder, not involving criminal conduct, may do so through employee assistance programs of the employee's own choosing in complete confidence and without jeopardizing the employee's employment with the City.

Such voluntary action must be done prior to any act or reasonable suspicion that would result in being asked to submit to discovery testing and/or disciplinary action.

It is understood between the parties that the disciplinary action referred to here in Article 37.1 of the Collective Bargaining Agreement may be termination of employment if, through the commitment of such an act as described in this article, results in personal injury or death of a City employee or member of the general public; destruction of or damage to City equipment or property; destruction of or damage to public or private property.

Other such infractions as covered by this Article shall be dealt with in accordance with their merits.

37.2 Where a supervisory employee of the City has a reasonable suspicion to believe an employee is under the influence of alcohol or illegal drugs, or is using illegal drugs, the employee in question will be asked to submit to discovery testing including, breath tests, urinalysis and/or a blood screen to identify any involvement with alcohol or illegal drugs.

An employee who refuses to submit to discovery testing for alcohol and/or illegal drugs shall be presumed to be under the influence of alcohol or an illegal drug for the purpose of administering this Article.

37.3 For the purpose of administering this Article the following definition of terms is provided:

Reasonable Suspicion:

(1) Reasonable Suspicion is based on specific objective facts and reasonable inferences from those facts in the light of experience, that discovery testing will produce evidence of illegal drug or improper alcohol use by that particular employee;

Under the influence - The following cutoff levels shall be used for the initial screening of specimens to determine whether they are negative for these drugs or classes of drugs. All cutoff concentrations are expressed in nanograms per milliliter (ng/mL):

DEPARTMENT OF TRANSPORTATION STANDARDS - 49 CFR PART 40 §40.87		
Type of Drug or Metabolite	Initial Test	Confirmation Test
Marijuana metabolites	50	
Delta-9-tetrahydrocannabinol-9-carboxylic acid (TCHA)		15
Cocaine metabolites	150	
Benzoyllecgonine		100
Opiate metabolites - Codeine/Morphine	2000	
Codeine		2000
Morphine		2000
6-Acetylmorphine	10	10
Phencyclidine (PCP)	25	25
Amphetamines – AMP/MAMP	500	
Amphetamine (AMP)		250
Methamphetamine (MAMP)		250 (This specimen must also contain at least 100 ng/ml of amphetamine)
Methylenedioxymethamphetamine (MDMA)	500	250
Methylenedioxyamphetamine (MDA)		250
Methylenedioxyethylamphetamine (MDEA)		250

Level of the positive result for ethyl alcohol....0.04 gr/dl

Illegal Drugs - are defined as all forms of narcotics, depressants, stimulants, hallucinogens, and cannabis, which sale, purchase, transfer, or unauthorized use or possession is prohibited by law.

Over-the-Counter Drugs - are those which are generally available without a prescription and are limited to those drugs which are capable of impairing the judgment of an employee to safely perform the employee's duties.

Prescription Drugs - are defined as those drugs which are used in the course of medical treatment and have been prescribed and authorized for use by a licensed practitioner/physician or dentist.

37.4 If an employee is required to submit to a drug test, the following procedure shall be followed:

The employee shall be given an opportunity to confer with a Union representative if one is readily available and the employee has requested said conference.

The employee shall be given an opportunity to explain the reasons for the employee's condition, such as reaction to a prescribed drug, fatigue, exposure to toxic substances, or any other reasons known to employee to the test administrator. The City and a Union representative may be present during this discussion.

The City may request urine and/or blood samples.

Urine and blood samples shall be collected at a local laboratory, hospital or medical facility. The City shall transport the employee to the collection site. The City and/or Union representative may be allowed to accompany the employee to the collection site and observe the bottling and sealing of the specimen. The employee shall not be observed by the City when the urine specimen is given.

All specimen containers and vials and bags used to transport the specimen shall be sealed to safeguard their integrity, in the presence of the City, employee and the Union representative and proper chain-of-custody procedures shall be followed.

The drug tests of the specimen shall be conducted by the PAML Laboratory in Spokane, Washington.

If a specimen tests positive in an immunoassay screen test, the results must be confirmed by a gas chromatography/mass spectrometry tests. The specimen must show positive results on the GC/MS (gas chromatography/mass spectrometry) confirmatory test to be considered positive.

At the employee's or the Union's option, a sample of the specimen may be requisitioned and sent to a laboratory chosen by the Union for testing. The cost of this test will be paid by the Union or the employee. Failure to exercise this option may not be considered as evidence in an arbitration or other proceeding concerning the drug test or its consequences. The results of this second test shall be provided to the City.

The City, the employee and the Union shall be informed of the results of all tests, and provided with all documentation regarding the tests as soon as the test results are available by the Medical Review office.

37.5 The Medical Review Office shall be chosen and agreed upon between the City and the Union. The role of the Medical Review Office will be to review, interpret and confirm positive test results and communicate the results as previously specified. The Medical Review Office shall review all pertinent medical records made available by the tested employee when a confirmed positive test could have resulted from legally prescribed medication.

37.6 If the results of the drug test are positive, and support a conclusion that the employee used an illegal drug, or reported to work while under the influence of alcohol, the employee may be subject to discipline including immediate discharge.

37.7 The employee has the right to challenge any discipline imposed in the same manner that the employee may grieve another Employee action.

37.8 Changes to this Article regarding applicable statutes and DOT standards pertaining to substance abuse and a drug free workplace will be addressed in labor management.

ARTICLE 38 – REMOVED

ARTICLE 39 -- TECHNICAL RESCUE TEAM

39.1 The City agrees to pay up to a maximum of nine (9) bargaining unit members specialty pay for participation on the Technical Rescue Team (TRT). Such pay shall be equal to three and one half percent (3.5%) of top step firefighter pay per month starting on the date the TRT coordinator determines the member may actively participate on technical rescue incidents.

39.2 When there are less than nine (9) Department members on the TRT, the City shall post openings for a minimum of thirty (30) days. Team members shall be selected from applications received by the Department. Selection and acceptance to the team will be based on:

1. Review of the applicants' qualifications - At a minimum, team members shall have successfully completed Roco Confined Space/Structural Rescue 1 or equivalent. TRT member appointed who do not possess Rescue 1 Certification shall attain within six (6) months of appointment. Cost of attaining Rescue 1 certification shall be covered by the City;
2. A statement of the applicant's commitment in writing.
3. Recommendations from supervising officers and input from TRT members of the Department.
4. Their seniority in the Department.

5. Approval of the Department Director.

Team members selected that have not completed a NFPA 1006 Confined Space/Rope Rescue 1 class or equivalent shall attain this training within six (6) months of appointment. Cost of attaining this certification/training shall be covered by the City.

39.3 Off-duty team members shall be paid at their regular overtime rate of pay for the following items:

- A) All emergency response time
- B) Required TRT meetings
- C) All required training time (drills and classes)

On-duty members shall be replaced as needed for required meetings and required training. Said training and meetings shall not impact other bargaining unit member's rights to use their leaves (including moving of kelly days).

TRT members shall be required to attend a minimum of twenty-four (24) hours of team training per year.

The TRT Coordinator may recognize up to eight (8) hours of approved outside training in lieu of eight (8) hours of team training.

Approved required team training time, while on duty, shall be allowed when operations permit and call-ins shall be utilized when operations does not permit.

39.4 TRT operational and training policies and procedures will be developed by the department with input from team members.

39.5 TRT members shall instruct non team members on technical rescue issues on an as needed basis. Should this occur off duty then the TRT member shall be compensated at the applicable overtime rate.

Non team members shall continue to provide support for team training and operations commensurate with their training. Non team members may be included in team training while on duty.

TRT members may be removed from the team if a problem or condition occurs which would reasonable prevent or limit the members effectiveness on the team including failure to meet the minimum required annual training hours.

TRT Coordinator: A TRT Coordinator shall be selected by the TRT members and approved by the Department Director.

ARTICLE 40 -- DEFERRED COMPENSATION

In accordance with the City's plan document and limitations of federal law, regular full and part time employees are eligible to voluntarily participate in the City's Internal Revenue Code (IRC) Section 457 plan or the IAFF-FC Section 457 plan.

The City shall match employee contributions in deferred compensation to 4% of top step Fire Fighter only for the first fifteen (15) years of continuous City service. After fifteen (15) years of service, the City shall continue to pay the 4% to deferred compensation with no match required from the employee.

Employees may select either the City's 457 plan or the IAFF-FC Section 457 plan during the City's open enrollment period each year.

ARTICLE 41-- PERSONNEL RECORDS

Human Resources shall maintain a complete personnel file on each employee. Employees may review this file by setting up an appointment with a member of the Human Resources staff.

ARTICLE 42 -- NO SMOKING

It is understood that the parties (the City of Richland and IAFF Local 1052 Rank and File) have reached an agreement concerning the application of R.M.C. sections 2.58.010 through 2.58.060. The terms of this agreement are as follows:

- a. Except as delineated below, use of tobacco products in municipally owned buildings and vehicles shall be governed by City code, provided that restrictions in the City Code are not applicable to the use of smokeless tobacco products.
- b. IAFF Local 1052 Rank and File shall be responsible for supplying and maintaining appropriate receptacles for disposal of smoked and smokeless tobacco product waste.

ARTICLE 43 -- WSCFF MEDICAL EXPENSE REIMBURSEMENT PLAN (MERP)

43.1 The City shall contribute \$75.00 per month per bargaining unit member to the WSCFF MERP.

43.2 The Union and the Employees agree to hold the City harmless and indemnify the City from any and all liability, claims, demands, law suits, and/or losses, damage, or injury to persons or property, of whatsoever kind, arising from and in any way related to the implementation and administration of the MERP. The Union and Employees shall be one hundred percent (100%) liable for any and all liabilities inclusive of any federal, state, or local agency determination regarding any liabilities that arise out of the MERP. The Union and Employees shall be liable for any and all

tax penalties, as well as any other liabilities arising out of the implementation and administration of the MERP.

43.3 Under no circumstances whatsoever will the City be liable for direct pay of any MERP benefit to the employees and/or retired employees and/or their beneficiaries.

ARTICLE 44 -- WELLNESS/FITNESS PROGRAM

44.1 The City and Union agree to work toward a Wellness/Fitness Program with the IAFF/IAFC Initiative being the template and ultimate goal.

FINAL DRAFT

IN WITNESS THEREOF, the parties hereto have set their hands this _____ day of April, 2015.

CITY OF RICHLAND, WA

INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS, Local #1052

JON AMUNDSON Date
Assistant City Manager

CORY HENSON Date
President, IAFF Local 1052

TOM HUNTINGTON Date
Fire & Emergency Services Director

STEVE AUSTIN Date
Secretary-Treasurer, IAFF Local 1052

ALLISON JUBB Date
Human Resources Director

ATTEST:

MARCIA HOPKINS Date
City Clerk

APPROVED AS TO FORM:

HEATHER KINTZLEY Date
City Attorney

APPENDIX "A"

2015 CLASSIFICATIONS & WAGES

Effective the 1st payroll period of 2015 (December 29, 2014), the wage schedule reflects a 2.25% increase.

	A	C	E	F
	1 year	1 year	1 year	
Fire Fighter EMT	4823	5669	5995	6264
			E	F
			(see 30.2)	
Fire Lieutenant			6715	7015
Assistant Fire				
Marshal			7387	7717
Fire Captain			7387	7717
EMS Program				
Officer			8125	8489
Deputy Fire				7015
Training Program				
Officer			8125	8489

2016 CLASSIFICATIONS & WAGES

Effective the 1st payroll period of 2016 (December 28, 2015), the wage schedule reflects a 2.25% increase.

	A	C	E	F
	1 year	1 year	1 year	
Fire Fighter EMT	4932	5796	6130	6405
			E	F
			(see 30.2)	
Fire Lieutenant			6866	7173
Assistant Fire				
Marshal			7553	7890
Fire Captain			7553	7890
EMS Program				
Officer			8308	8680
Deputy Fire				7173
Training Program				
Officer			8308	8680

2017 CLASSIFICATIONS & WAGES

Effective the 1st payroll period of 2017 (December 26, 2016), the wage schedule reflects a 2.25% increase.

	A	C	E	F
	1 year	1 year	1 year	
Fire Fighter EMT	5043	5927	6268	6549
			E	F
			(see 30.2)	
Fire Lieutenant			7020	7335
Assistant Fire				
Marshal			7723	8068
Fire Captain			7723	8068
EMS Program				
Officer			8495	8875
Deputy Fire				7335
Training Program				
Officer			8495	8875

APPENDIX "A – CONTINUED"

OFFICER MEDICAL POSITION PAYS:

EMT Add \$35.00 per month to above rate

OFFICER / FIRE FIGHTER PARAMEDIC CERTIFICATION PAYS:

P-1 Add 6% of top Fire Fighter pay to above rate

P-2 Add 10% of top Fire Fighter pay to above rate

FINAL DRAFT

APPENDIX "A - NOTES"

- 1) Above salaries provided 12% differential between Fire Fighters and Lieutenants; 10% between Lieutenants and Captains;
- 2) Day shift (40 hour per week) rates are set as listed below:
 - Deputy Fire Marshal – 112% of Fire Fighter pay
 - Assistant Fire Marshal - 110% of Lieutenant pay
 - EMS Program Officer - 110% of E or F Step Captain pay
 - Training Program Officer – 110% of E or F Step Captain pay
- 3) Fire Fighter rate includes EMT pay.
- 4) P-1 is 0-1 years of service in the Richland Fire Department as a certified Paramedic. (It is paid at a rate equal to 6% of F Step Fire Fighter pay in addition to the employee's regular pay).
- 5) P-2 is the 2nd and succeeding years of service in the Richland Fire Department as a certified Paramedic. (It is paid at a rate equal to 10% of F Step Fire Fighter pay in addition to the employee's regular pay).
- 6) Employees who obtain a Washington State Paramedic Certification will begin receiving paramedic pay when they have been approved by the Medical Program Director. Time without pay will not exceed six (6) months. The effective date of medical position pays shall be the date the Fire Department receives the appropriate written certification. Therefore, when the MPD's Protocols Test is passed and the Washington State Certification is in hand, whichever date is last is the effective date for beginning P-1 pay.
- 7) Position pays include reimbursement for meetings and recertification time necessary to maintain said certification (except as provided in Article 28).
- 8) The MOU Decision Algorithm for Newly Hired IAFF members is incorporated into this Agreement.

APPENDIX "B"

PREMIUM PAY

	<u>Additional Monthly Pay Per Certification</u>
IV Endorsement (maximum of 2)	1.0% x F Step Fire Fighter
AEMT Technician (maximum of 12)	2.0% x F Step Fire Fighter

Note: With certification, all employees eligible for Appendix B pay, up to a maximum of 16 employees.

APPENDIX "C"

LIGHT DUTY JOB DESCRIPTION

General Statement of Duties

Under general supervision to perform non-emergency Fire Department duties.

Work actually performed by Light Duty personnel will be dictated by their physical condition and doctor's recommendations. The examples of work given may not all be done by any one individual dependent upon those recommendations.

Examples of Work

1. Inspection of Residential and Commercial structures.
2. Pre-fire plan inspections and related work.
3. Station deliveries.
4. Picking up of supplies.
5. Clerical functions.
 - a. Fire Management Zone Card updates, etc.
 - b. Incident reports and other reports.
 - c. Adapting hydrant map to Fire Management Zones.
 - d. Special projects.
6. Light housekeeping duties, i.e., washing windows, dusting, sweeping and mopping floors, etc.
7. Related work as required.

Job Requirements

Dependent upon physical abilities, ranges from sitting at desk, reading and filing, to jobs requiring standing, walking and driving.

1. Inspections of residential and commercial structures.

Requires the person to drive to the scene of the inspection. Involves physically inspecting all areas of the building, which would require walking and possibly some climbing, depending upon the building being inspected.

Involves the completion of an inspection report, which is hand written.

2. Pre-Fire plan inspections and related work.

Involves the same activities as those required for #1.

3. Station deliveries.

Ability to drive from station to station. From no walking to limited walking.

4. Picking up of supplies.

Ability to drive to desired location. Limited walking requirements.

5. Clerical functions.
 - a. Management of fire zone cards.
 - b. Incident reports.
 - c. Adapting hydrant maps to FMZS.
 - d. Special research projects.

Would require sitting at desk. Reading, and possibly filing. May involve some limited standing or walking.

6. Light housekeeping duties (self explanatory).

Transitional Work Program

The terms and conditions of the Transitional Work Program (TWP) are contained in the TWP Policy, the latest version being April 29, 2005.

APPENDIX "D"

PTO/VACATION DONATION TRANSFER FORM

TO BE COMPLETED BY EMPLOYEE WISHING TO DONATE PTO/VACATION:

Information for Employee Requesting Donated PTO/Vacation

Name: _____

Employee Number: _____

Title: _____

Department/Division: _____

Information for Employee Donating PTO/Vacation

Name: _____

Employee Number: _____

Title: _____

Department/Division: _____

Current PTO/Vacation Balance (hours): _____

Donation/Transfer Request (not to exceed 100 hours): _____

Balance After Transfer (hours – must be at least 200 PTO/100 Vacation): _____

I hereby request that the above PTO/Vacation hours be transferred and understand that my PTO/Vacation accruals will be reduced by the number of hours indicated above.

Employee Signature: _____

Date: _____

TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT:

Date Request Received: _____

(Hours transferred _____ multiplied by donating employee's hourly rate \$ _____)

divided by the hourly rate of the requesting employee \$ _____ Equals the Total Hours Transferred _____.

Approved _____

☐ Denied

Human Resources Director or designated representative _____

_____ Date

cc: Personnel File

APPENDIX “E”

LEOFF TRUST CONTRIBUTION ANALYSIS

Definitions:

- I. **Scheduled Contribution by Agreement** - 1.75% of F step rate of firefighter / EMT monthly base salary.
 - II. **Comparative Cost Analysis** - Comparison of City Self-Insured Medical and Vision costs to LEOFF Trust and HRA costs for bargaining unit members based on same census and calculated annually at renewal.
 - III. **Self Insured Cost Calculation - City** Self-Insured Medical composite rate plus the maximum liability change as calculated by Conover Insurance plus the composite Vision premium.
 - IV. **Adjusted Contribution** - LEOFF Trust and HRA expected expenses that exceed the City self-insured cost calculation by comparative cost analysis will be distributed among IAFF members as additional bi-weekly payroll deductions.
 - V. **Inaugural Year** - Scheduled as 2012 with an effective date of February 1, 2012.
-
1. For the inaugural year of 2012 an analysis of *comparative* costs will be made at mid-year and no later than June 15th, 2012 to determine the 2012 IAFF member contribution adjustment, if any. This calculation will be based on the actual monthly enrollment and administrative costs paid for the LEOFF Trust participants at midyear 2012. By agreement for 2012 only, contributions will be adjusted beginning with the first payroll in July 2012 and will collect only 6 months of adjusted costs in the event that a cost deficit occurred.
 2. Beginning with calendar year 2013 – An analysis of *comparative* costs will be made when plan renewal costs have been solidified in 2012. If the LEOFF Trust 2013 monthly premium costs combined with all administration costs and HRA contribution expenses minus the total IAFF LEOFF member monthly contributions (per contract language) exceed the City 2012 self-funded monthly composite rate X the % of change in maximum liability for 2013 as determined by Conover Benefits, Inc. plus the monthly vision cost minus the designated 2013 scheduled tiered contributions, the difference in LEOFF Trust cost will be passed onto all LEOFF Trust employee participants equally through payroll deductions for 2013.
 3. Conversely if for 2013 the LEOFF Trust plan costs plus HRA contributions do not exceed the City's 2013 self-funded plan costs as calculated above in #2 for medical and vision benefits minus the designated tiered contributions, no change will affect

the IAFF LEOFF Trust participant contributions and member contributions will be made as per the bargaining unit agreement.

4. The same process as noted above in items #2 and #3 will apply for calendar year 2014.
5. Any savings illustrated by the annual evaluation of costs for the coming year will not affect a reduction in contributions below the bargaining unit agreement and will not carry over from year to year.

EXAMPLE OF COMPARATIVE COST EQUATION VS. LEOFF TRUST COST			
FOR ANALYSIS # 1	FOR ILLUSTRATION ONLY		
City Self-Insured Monthly HYPOTHETICAL COMPOSITE RATE	\$1,500.00	Employee Count	MONTHLY TOTALS
Conover Benefits, Inc. % of change in the Fixed + Maximum Liability from 2011 to 2012 Based on HYPOTHETICAL RENEWAL PROPOSAL	4.00%		
COMPARATIVE COST	\$1,560.00	53	\$82,680.00
Plus Monthly Vision Costs	\$21.03	53	\$1,114.59
SUB TOTAL			\$83,794.59
Minus Monthly Tiered Contributions			
EE Only	\$90.00	5	\$450.00
EE Plus Spouse	\$110.00	6	\$660.00
EE Plus Child / Children	\$100.00	7	\$700.00
EE Plus Spouse Plus Child / Children	\$125.00	35	\$4,375.00
		TOTAL	\$6,185.00
TOTAL MONTHLY COST			\$77,609.59
LEOFF TRUST PREMIUM 2012 - NEW RATE STRUCTURE		Estimated Census	
Employee, Spouse, Child	\$1,158.98	12	\$13,907.76
Employee, Spouse, Children	\$1,296.94	23	\$29,829.62
Employee only	\$420.82	5	\$2,104.10
Employee plus Spouse	\$896.82	6	\$5,380.92
Employee plus Child	\$682.98	3	\$2,048.94
Employee plus Children	\$820.94	4	\$3,283.76
			\$56,555.10

Plus HRA Set up \$600 / 12	\$50.00		\$50.00
Plus HRA Monthly Admin	\$5.25 ppm	53	\$278.25
Plus HRA Monthly Contribution by City			
EE Only \$2250.00 / 12	\$187.50	5	\$937.50
EE Plus Family \$4500.00 / 12	\$375.00	48	\$18,000.00
SUB TOTAL			\$75,820.85
Minus Monthly Contributions	\$0.00	5	
2011 1.75% F Step ESTIMATE	\$99.56	48	\$4,778.88
TOTAL MONTHLY COST			\$71,041.97
City Self Insured Plan MONTHLY			\$77,609.59
LEOFF Trust MONTHLY			\$71,041.97
MONTHLY DIFFERENCE			-\$6,567.62
City Self Insured Plan ANNUAL			\$931,315.08
LEOFF Trust ANNUAL		Minus	\$852,503.64
ANNUAL DIFFERENCE	(= SAVINGS)		\$78,811.44

EXAMPLE OF COMPARATIVE COST EQUATION VS. LEOFF TRUST COST			
FOR ANALYSIS # 2	FOR ILLUSTRATION ONLY		
City Self-Insured Monthly HYPOTHETICAL COMPOSITE RATE	\$1,400.00	Employee Count	MONTHLY TOTALS
Conover Benefits, Inc. % of change in the Fixed + Maximum Liability from 2011 to 2012 Based on HYPOTHETICAL RENEWAL PROPOSAL	0.50%		
COMPARATIVE COST	\$1,407.00	53	\$74,571.00
Plus Monthly Vision Costs	\$21.03	53	\$1,114.59
SUB TOTAL			\$75,685.59
Minus Monthly Tiered Contributions			
EE Only	\$90.00	5	\$450.00
EE Plus Spouse	\$110.00	6	\$660.00
EE Plus Child / Children	\$100.00	7	\$700.00

EE Plus Spouse Plus Child / Children	\$125.00	35	\$4,375.00
		TOTAL	\$6,185.00
TOTAL MONTHLY COST			\$69,500.59
LEOFF TRUST PREMIUM 2012 - NEW RATE STRUCTURE		Estimated Census	
Employee, Spouse, Child	\$1,158.98	12	\$13,907.76
Employee, Spouse, Children	\$1,296.94	23	\$29,829.62
Employee only	\$420.82	5	\$2,104.10
Employee plus Spouse	\$896.82	6	\$5,380.92
Employee plus Child	\$682.98	3	\$2,048.94
Employee plus Children	\$820.94	4	\$3,283.76
			\$56,555.10
Plus HRA Set up \$600 / 12	\$50.00		\$50.00
Plus HRA Monthly Admin	\$5.25 pppm	53	\$278.25
Plus HRA Monthly Contribution by City			
EE Only \$2250.00 / 12	\$187.50	5	\$937.50
EE Plus Family \$4500.00 / 12	\$375.00	48	\$18,000.00
SUB TOTAL			\$75,820.85
Minus Monthly Contributions	\$0.00	5	
2011 1.75% F Step ESTIMATE	\$99.56	48	\$4,778.88
TOTAL MONTHLY COST			\$71,041.97
City Self Insured Plan MONTHLY			\$69,500.59
LEOFF Trust MONTHLY			\$71,041.97
MONTHLY DIFFERENCE			\$1,541.38
City Self Insured Plan ANNUAL			\$834,007.08
LEOFF Trust ANNUAL		Minus	\$852,503.64
ANNUAL DIFFERENCE	Additional Cost		-\$18,496.56
Divided by 53 Members = \$29.08 per month Additional Contribution			

APPENDIX "D" CONTINUED

COMPARATIVE COST EQUATION VS. LEOFF TRUST COST			
FOR 2015 Based on 2015-2017 Contract			
2014 City Self-Insured Monthly COMPOSITE RATE \$1350.36 X Maximum Liability Change 8.6%	\$1,466.49	Employee Count	MONTHLY TOTALS
Per Employee January 2015 Census as of 11/26/2014	\$1,466.49	55	\$80,656.95
Plus Monthly Vision Costs	\$22.29	55	\$1,225.95
SUB TOTAL			\$81,882.90
Minus Monthly Tiered 2015 Contributions			
EE Only	\$113.00	8	\$904.00
EE Plus Spouse	\$134.00	5	\$670.00
EE Plus Child / Children	\$123.00	4	\$492.00
EE Plus Spouse Plus Child / Children	\$153.00	38	\$5,814.00
		TOTAL	\$7,880.00
TOTAL MONTHLY COST			\$74,002.90
LEOFF TRUST PREMIUM 2015 - RENEWAL RATES	January Enrollment as of 11/26/2014	January 2015 Census	
Employee, Spouse, Child	\$1,310.60	11	\$14,416.60
Employee, Spouse, Children	\$1,466.60	27	\$39,598.20
Employee only	\$475.87	8	\$3,806.96
Employee plus Spouse	\$1,014.14	5	\$5,070.70
Employee plus Child	\$772.33	1	\$772.33
Employee plus Children	\$928.33	3	\$2,784.99
			\$66,449.78
HRA Renewal Admin Cost \$250.00/12	\$20.83		\$20.83
Plus HRA Monthly Admin	\$5.25 ppm	55	\$288.75
Plus HRA Monthly Contribution by City			
EE Only \$2250.00 / 12	\$187.50	8	\$1,500.00
EE Plus Family \$4500.00 / 12	\$375.00	47	\$17,625.00
SUB TOTAL			\$85,884.36
Minus Monthly Contributions	\$0.00	8	
2015 1.75% F Step	\$109.62	47	\$5,152.14
(2015 F Step = \$6264 per month)			
TOTAL MONTHLY COST			\$80,732.22
City Self Insured Plan MONTHLY			\$74,002.90
LEOFF Trust MONTHLY			\$80,732.22
DIFFERENCE	(Divided by 55)	\$122.35	\$6,729.32
City Self Insured Plan ANNUAL			\$888,034.80
LEOFF Trust ANNUAL			\$968,786.64
DIFFERENCE			\$80,751.84
	Additional per EE per Month*		\$122.35
	Divided by 2 Payrolls*		\$61.175
* Rounded for Each payroll Contribution 2015	No Dependents	\$61.17	
*Rounded for Each payroll Contribution 2015	W/Dependents	\$115.98	
(2015 1.75% of F step = \$109.62 +122.35=\$231.97 /2 = \$115.985, rounded to \$115.98)			
lak 3/12/2015			

APPENDIX "F"

MOU – DECISION ALGORITHM



***Memorandum of Understanding between
the City of Richland and
the International Association of Firefighters Local 1052***

Decision Algorithm for Newly Hired IAFF Members

By this agreement, the parties acknowledge an amendment to Appendix A of the 2012-2014 Collective Bargaining Agreement for Rank and File only. Specifically, exceptions to the one-year incremental Steps for a newly hired firefighter identified in the agreement.

Appendix A is amended as follows (to be added following the section on paramedic certification pay):

DECISION ALGORITHM FOR NEWLY HIRED FIREFIGHTER STEP PLACEMENT:

Three algorithms are included to address: Newly hired firefighters with no, or insufficient, training, certification, and experience (Algorithm #1), newly hired firefighters from an approved JATC Program (Algorithm #2), and newly hired career firefighters from a non-JATC program (Algorithm #3).

Note: In cases when a newly hired firefighter is accepted without IFSAC FF1, FF2, and/ or HazMat Operations, due to other experience, training, or certifications, the City will not be responsible for the expenses incurred for a firefighter attaining said certifications in the future, including any replacement costs on shift.

This change will be reviewed by the Parties for its effectiveness and functionality after the second hiring cycle, in late December, 2014/early January, 2015. It may be extended, changed, or removed following the review.

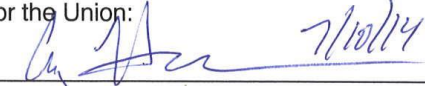
[Add the algorithms]

For the City of Richland:


Cynthia D. Johnson
City Manager

7/11/2014
Date

For the Union:

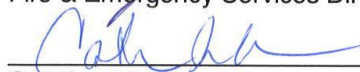

Cory Henson
President, IAFF Local 1052

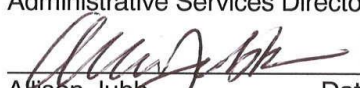
7/10/14
Date

Step Changes for New Hires

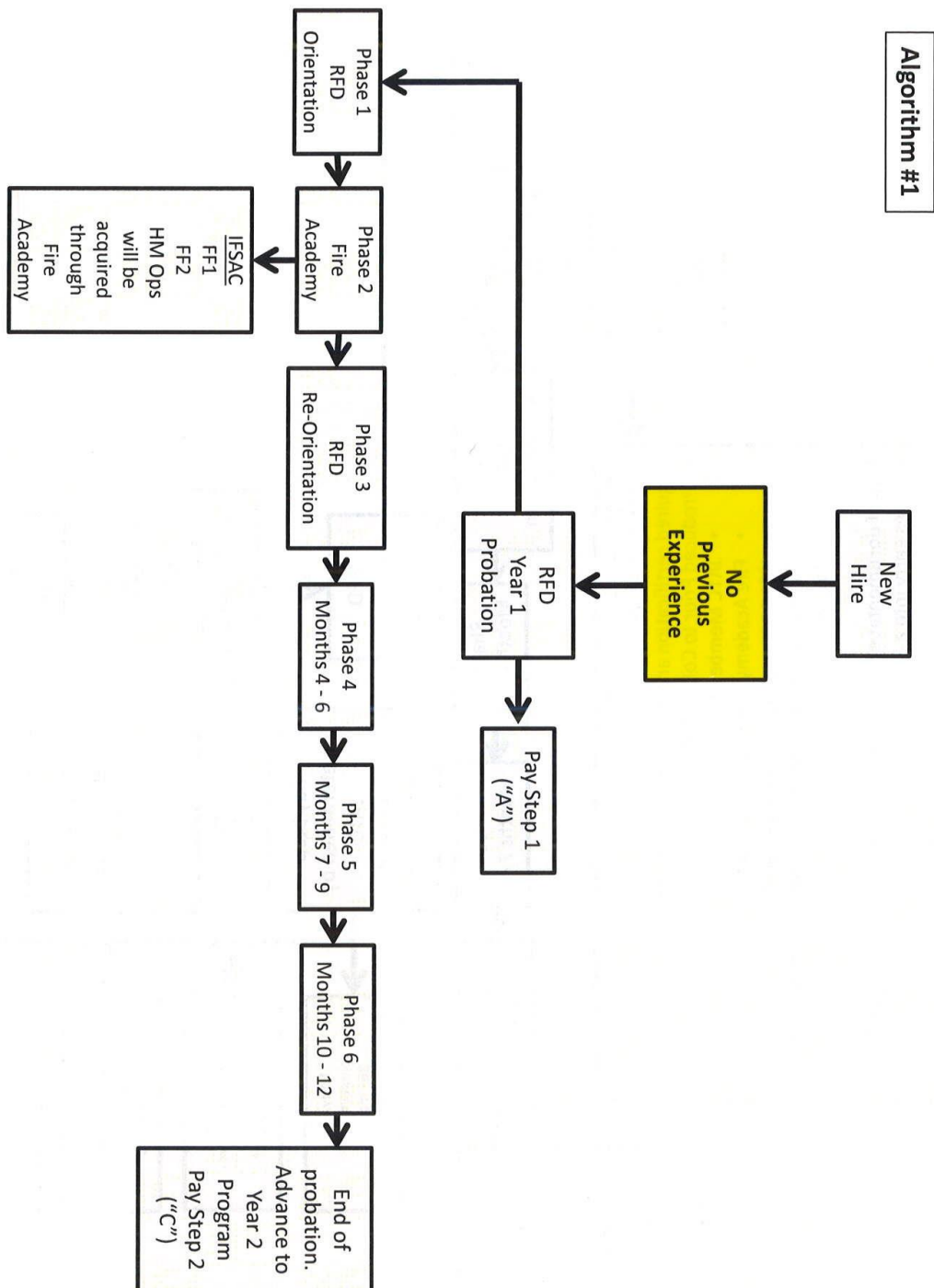
July 3, 2014

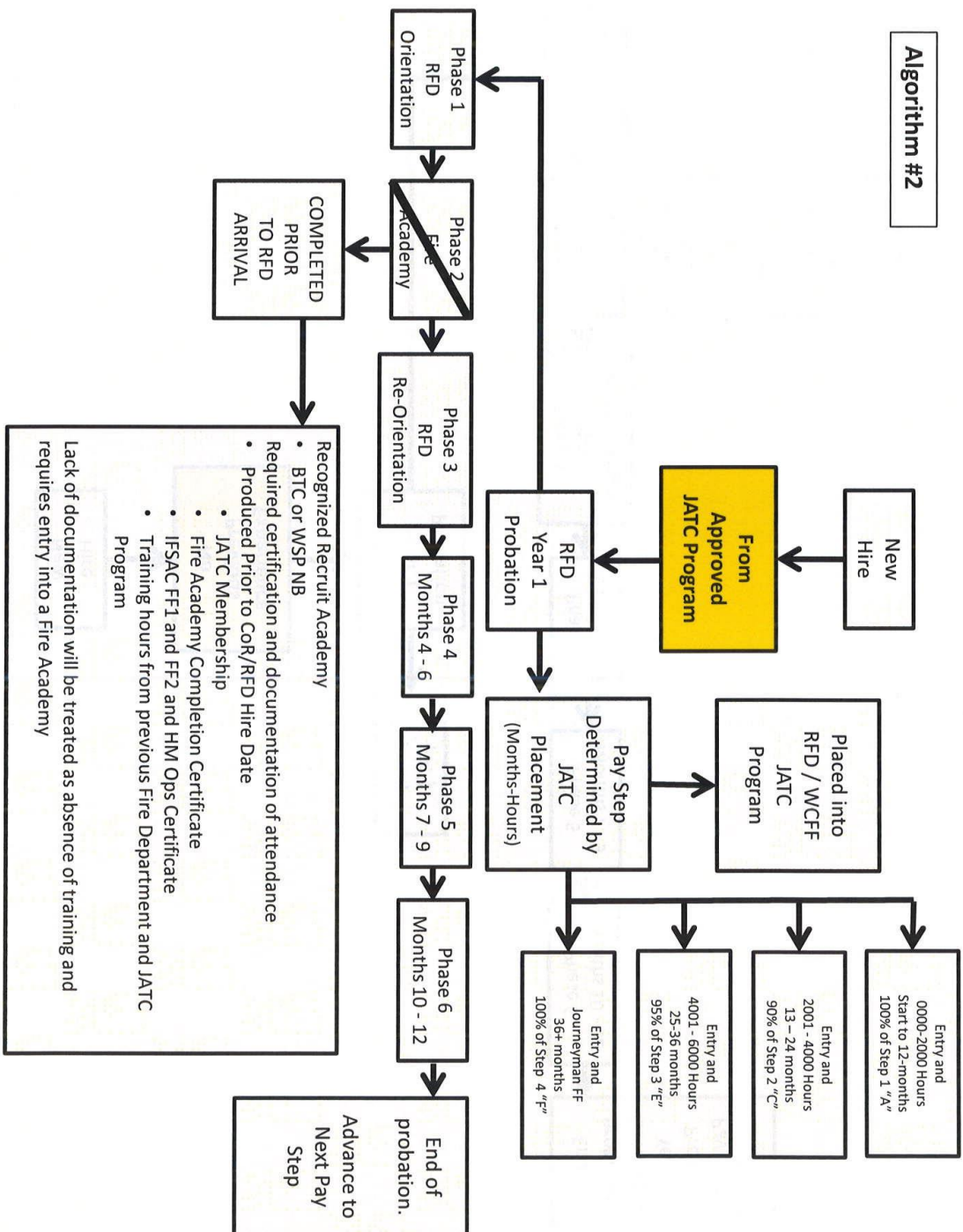

Grant Baynes
Fire & Emergency Services Director
Date 7/11/14


Cathleen Koch
Administrative Services Director
Date 7/14/14

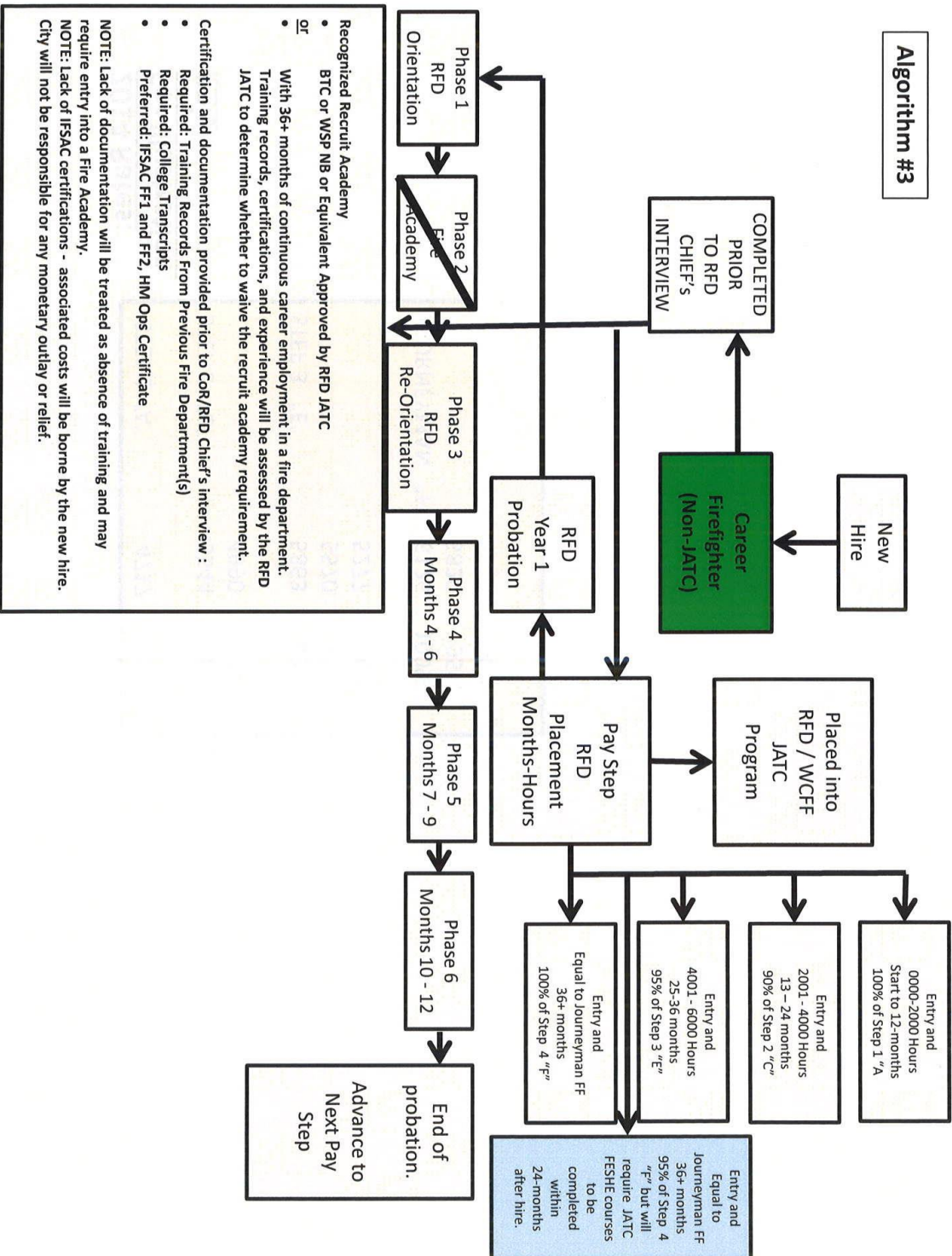

Allison Jubb
Human Resources Director
Date 7/11/14


Steve Austin
Secretary/Treasurer, IAFF Local 1052
Date 7/10/14





Algorithm #3



2014 Rates:
For illustration
only

STEP 1 "A"	4717	100%
STEP 2 "C"	5544	100%
	4990	90%
STEP 3 "E"	5863	100%
	5570	95%
	5277	90%
JOURNEYMAN "F"	6126	100%
	5820	95%
	5513	90%

RESOLUTION NO. 80-15

A RESOLUTION of the City of Richland implementing the 2015-2017 Collective Bargaining Agreement with the International Association of Firefighters Union (IAFF), Local No. 1052BC; and authorizing periodic Memorandums of Understanding.

WHEREAS, the Richland City Council is desirous to attract and retain qualified employees, and maintain harmonious relations between the City and the IAFF, Local No. 1052BC; and

WHEREAS, amendments to wages, benefits, and other terms and conditions of employment are warranted based on external market conditions; and

WHEREAS, the City Manager may desire to enter into Memorandums of Understanding periodically throughout the term of the Agreement with the IAFF for operational and administrative purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, that the 2015-2017 Collective Bargaining Agreement with the International Association of Firefighters Union, Local No. 1052BC is hereby adopted.

BE IT FURTHER RESOLVED that the Assistant City Manager is authorized to execute the Agreement on behalf of the City.

BE IT FURTHER RESOLVED that the City Manager or designee is authorized to enter into periodic Memorandums of Understanding with the IAFF for operational or administrative purposes during the term of this Agreement.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

AGREEMENT

Between

CITY OF RICHLAND

and

**INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS UNION
– BATTALION CHIEFS, LOCAL #1052 BC**

January 1, 2015 - December 31, 2017

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FINAL DRAFT

THIS AGREEMENT is entered into by and between the City of Richland, Washington, hereinafter referred to as the City, and the International Association of Fire Fighters Union Local #1052BC, hereinafter referred to as the Union. It is the purpose of this Agreement to achieve and maintain harmonious relations between the City and the Union, to provide for equitable and peaceful adjustment of differences, which may arise, and to establish proper standards of wages, hours and other conditions of employment.

ARTICLE 1 -- RECOGNITION

1.1 The City recognizes the Union as the exclusive bargaining agent for all Battalion Chiefs employed by the Fire and Emergency Services Department.

1.2 Communications and Notices

Any notices to be given hereunder by either party to the other, except formal grievances, shall be effected in writing either by personal delivery or by first class mail as follows:

To the City

Human Resources Director
2700 Duportail
Post Office Box 190
Richland, Washington 99352

To the Union

President
Post Office Box 607
Richland, Washington 99352

1.3 Duties and Responsibilities

Battalion Chiefs are supervisors within the Department. As supervisors Battalion Chiefs agree to perform all supervisory duties.

ARTICLE 2 -- NON-DISCRIMINATION

2.1 Charges of discriminatory conduct by either party to this agreement except claims of discrimination for Union membership or activity are not subject to appeal or disposition through the arbitration procedure set forth herein, but may be taken to other appropriate State and Federal Agencies for adjudication. Nothing in this section shall be deemed to prevent either party from fully representing its constituents and interest in any appropriate forum except arbitration relative to questions of discrimination.

2.2 The City and the Union agree not to discriminate against any employee for his membership or non-union membership in the Union.

2.3 Whenever words denoting the masculine gender are used in this Agreement, they are intended to apply equally to either gender.

ARTICLE 3 -- UNION SECURITY

3.1 Any regular full-time employee who is not a member of the Union, shall as a condition of employment, pay the Union a monthly service charge equal to the monthly Union dues as a

contribution towards the administration of this Agreement. Employees who fail to meet this requirement shall be discharged. The right of non-association of employees, based on bona fide religious tenets or teachings of a church or religious body of which such employee is a member are safeguarded. Such employee shall pay an amount of money equivalent to regular Union dues and initiation fee to a non-religious charity or to another charitable organization mutually agreed upon by the employee affected and the Union. The employee shall furnish written proof that such payment has been made. If the employee and the Union do not reach agreement on such matter, the Public Employment Relations Commission shall designate the charitable organization.

ARTICLE 4 -- UNION BUSINESS

- 4.1 A Union member who is an employee in the BC bargaining unit will be granted time off without pay while attending Union associated conventions, seminars, meetings, and Union/City litigation matters, provided (1) he notifies the Department Director or above in writing at least forty-eight (48) hours prior to the time off. (2) An employee called in to replace another employee, who is off on Union business (including time spent in face-to-face negotiations), will receive straight time pay and overtime pay as required by the FLSA. The Union will reimburse the City the amount over straight time pay. Members of the negotiating team while on duty at said time they are negotiating, shall be paid a total of fifty (50) man-hours in the aggregate for regular, scheduled on-duty time spent in face to face negotiations with the City for a labor agreement. Time spent in excess of 50 hours while within the City of Richland shall be on-duty available for response.
- 4.2 The Union shall retain the privilege of holding Union Meetings during standby/non-structured duty hours, at the on-duty employee's workstation.
- 4.3 No Union member or officer shall conduct any Union business on City scheduled active duty/structured duty work time on the City's premises, except during breaks, lunch, or as provided within Article 4.
- 4.4 Nothing in this Article shall preclude the two parties from meeting at reasonable times to discuss areas of mutual concern when mutually agreed to.
- 4.5 Professional Standards
In keeping with professional ideals and standards, neither the Union nor the City shall invoke the name of the other party as a sponsor or supporter to any fund-raising activities without the written agreement of the duly designated representative of the sponsoring party.

ARTICLE 5 -- PAYROLL DEDUCTION

- 5.1 The City agrees to deduct twice a month dues and assessments certified to be current by the Treasurer of the Union from the pay of those employees who individually request, in writing that deductions be made. The City shall remit the total amount of deductions to the Treasurer of the Union. This authorization shall remain in force during the term of this Agreement.

- 5.2 The Union shall indemnify and save the City harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of or by reason of action taken or not taken by the City in reliance upon documents or cards or other information furnished to the City by the Union in complying with any of the provisions of this Article.

ARTICLE 6 -- OCCUPATIONAL DISABILITY ALLOWANCE

- 6.1 The City will provide an occupational disability allowance for such employees injured in the line of duty and eligible for time loss payments under State Workers' Compensation Law. The allowance shall be limited to the number of fire fighter shifts normally scheduled for employees during a calendar year. The occupational disability allowance will be made only when it has been determined that a job-related injury/occupational disease has occurred and will continue as long as such job related injury/occupational disease continues, subject to the maximum limit of one (1) year from the date of injury, to include light duty time.

The allowance shall begin with the date of the job-incurred injury, which the employee would have worked had an on-the-job injury not occurred. The shift of injury is considered hours worked. The employee's following two (2) scheduled shifts for 24-hour shift employees, or the shift of injury plus the employee's following four (4) scheduled shifts for forty (40) hour employees shall be paid at 100% of the employees straight time wages. The remaining shifts shall be equal to 80% of regular straight time wages. The remaining twenty percent (20%) of the regular straight time wages may be made up with accumulative sick leave and vacation leave at the employee's option. During the period of occupational disability or illness, all leaves for which the person was eligible for the accident or illness shall continue to accrue. Employees receiving holiday pay specified in Article 7 of this Agreement shall not have holidays credited to occupational disability leave.

All applicable payroll deductions, voluntary or otherwise will be subtracted from the optional leave allowance in excess of mandated time loss compensation as indicated under the Revised Code of Washington Title 51, Industrial Insurance or paid by employee reimbursement.

- 6.2 An employee receiving an occupational disability allowance pursuant to this article shall perform light duty tasks as outlined in Appendix "B" of this Agreement, and as provided by Washington State Industrial Accident Provisions, provided such light duty tasks will not continue more than six (6) months from the date the employee is determined to be disabled for the purposes of receiving benefits.

- 6.2.1 Employees brought back to work on light duty will work a forty (40) hour per week schedule unless the employee is assigned to the Transitional Work Program pursuant to "B". The actual number of hours worked will not exceed forty (40) and shall be approved by the employee's physician.

Personnel transferring from a shift schedule to a day schedule while on occupational disability allowance shall maintain his/her shift accrual rates for vacation, sick leave, etc.

6.2.2 Employees shall not be required to report for light duty work during any period that the employee had prior to the disability, scheduled as a 1st or 2nd pick of vacation as provided by the department vacation policy. The employee at his option shall be placed on vacation leave as scheduled and shall have the leave charged against his accrued vacation leave as appropriate.

This clause applies only during the first six (6) months of occupational disability leave.

ARTICLE 7 -- HOLIDAYS

7.1 Except as provided in Section 7.6 for employees working forty (40) hours per week, it shall be the practice of the City to pay cash compensation in lieu of time off for holidays.

7.2 The following holidays are recognized:

New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Floating Holiday

Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas

Each of the above-listed holidays, except for Christmas and New Year's Day, shall be observed on the same day that the City observes the holiday. The Christmas holiday shall be observed on December 25th of each calendar year, and the New Year's Day holiday shall be observed on January 1st of each calendar year.

7.3 The floating holiday shall be paid during the pay period of the employee's choice, as indicated on the employee's time card. All employees shall schedule their floating holiday in a pay period in the year it is accrued. The employee receiving the holiday pay shall be on the same work routine as the remainder of the shift. Temporary employees shall not be eligible for the floating holiday unless they have worked for the City for a period of six (6) continuous months.

7.4 Twenty-four (24) hour shift personnel shall be paid fourteen (14) hours pay at their regular rate of pay for each recognized holiday during the pay period in which the holiday falls, in addition to the employee's regular pay.

7.5 An employee on any leave except "leave without pay" shall receive holiday pay for any and all holidays occurring during the term of said leave (this includes Occupational Disability Allowance Time listed in Article 6).

7.6 Forty (40) hour week (day-shift) personnel shall receive the above holidays (Section 7.2) off. In the event a holiday should fall on the employee's regularly scheduled day off, the employee shall receive another regularly scheduled workday off in lieu of the holiday.

ARTICLE 8 -- UNION BULLETIN BOARDS

- 8.1 The City agrees to furnish and maintain suitable boards in a convenient place in each station and work area to be used by the Union. The Union shall limit its posting of notices and bulletins to such bulletin boards.

ARTICLE 9 -- CITY RIGHTS AND RESPONSIBILITIES

- 9.1 Subject to the provisions of this Agreement, the Union recognizes:
- 9.1.1 The prerogatives of the City to operate and manage its affairs in all respects and in accordance with its responsibilities and powers and;
 - 9.1.2 That the City reserves those rights concerned with the management and operation of the department which includes, but is not limited to the following:
 - 9.1.2.1 To recruit, assign, transfer, and promote members to the positions within this department,
 - 9.1.2.2 To suspend, demote, discharge, or take other disciplinary actions against members for just cause,
 - 9.1.2.3 To determine methods, means, and personnel necessary for the department operations,
 - 9.1.2.4 To control the Department Budget,
 - 9.1.2.5 To take lawful actions, not in violation of this Agreement, in order to assure the proper functions of the department.

ARTICLE 10 -- PREVAILING RIGHTS

- 10.1 All rights and privileges held by the employees at the present time which are not included in this Agreement shall remain in force, unchanged and unaffected in any manner. These rights and privileges shall include but not be limited to the following:
- 10.1.1 Employees shall have the right to retain store call in its present form, provided that shift officers shall consider energy conservation in scheduling and implementing store call.
 - 10.1.2 Employees shall maintain the right to use "crew room" during leisure hours.
 - 10.1.3 Employees shall maintain kitchen and sleeping rights.
 - 10.1.4 Employees shall retain guest and personal telephone privileges in local area and agree to charge all personal long distance calls to a non-City number.

ARTICLE 11 -- PERFORMANCE OF DUTY - RULES AND REGULATIONS

- 11.1 Nothing in this Agreement shall be construed to give an employee the right to strike and no employee shall strike or refuse to perform his assigned duties to the best of his ability during the term of this Agreement.
- 11.2 The Union agrees that it will not condone or cause any strikes, slowdowns, mass sick call or any other form of work stoppage, or interference of normal operations of the Department during the term of this Agreement.
- 11.3 The Union agrees that its members shall comply in full with the Fire and Emergency Services Department Rules and Regulations, including those related to conduct and work performance.
- 11.4 The City agrees that the Department Rules and Regulations, Policies and Procedures, and Guidelines, promulgated after the effective date of this Agreement, which affect working conditions and performance, shall be posted on the Union bulletin boards, and shall be subject to the grievance procedure, if brought within fifteen (15) days of the date the order is posted on the Union bulletin boards.
- 11.5 The Union recognizes the City's right to establish minimum qualifications that must be met by newly hired Battalion Chiefs. A copy of these established minimum qualifications shall be furnished to the Union, and any changes to said qualifications shall be provided to the Union at least thirty (30) days prior to implementation of the change or changes.

ARTICLE 12 -- UNIFORMS

- 12.1 All uniforms, protective clothing, devices required of employees in performance of their duties and cleaning thereof shall be furnished by the City, except dress shoes, shorts, undershirts, socks, and belts, unless the City requires they be worn.
- 12.2 City shall provide four (4) new T-shirts and one (1) sweat shirt annually. They will be laundered by employee.

ARTICLE 13 -- SHIFT TRADES

- 13.1 Employees shall have the right to exchange shifts with qualified employees. The Union agrees qualified employees of a lower rank may fill in for shift trades.

ARTICLE 14 -- PERSONNEL REDUCTION

- 14.1 In the case of personnel reduction, the employee having the least seniority in the classification of Battalion Chief shall be reduced in rank. If time in position is equal, scores on the certification list(s) shall govern, such that the employee with the lowest score on the most recent certification list shall be reduced in rank first. If scores on the certification list are equal, then time in the Fire and Emergency Services Department shall govern such that the employee with the least time shall be reduced in rank first.

- 14.2 When employees are laid off, their names shall be placed on an employment list in order of seniority, with the employee having the most seniority at the head of the list, and the person with the least seniority at the bottom. This list shall stand for a period of two (2) years and no new employees may be hired during that period until the laid-off personnel have been given the opportunity to return to work.
- 14.3 Persons being re-promoted to positions held prior to being reduced-in-rank shall be re-promoted in the reverse order from which they were reduced in rank.

ARTICLE 15 -- WORKING OUT OF CLASSIFICATION - EFFECT ON PAY

- 15.1 Upon receiving a delegation of authority from the Department Director to assume responsibilities of the Department Director for more than twelve (12) consecutive hours Battalion Chiefs shall receive one-hundred dollars (\$100) per shift for working out of classification. A shift is a twenty-four (24) hour period.
- 15.2 Day shift Battalion Chiefs delegated to serve as Department Director shall be compensated at overtime rate for duties assigned outside normal working hours.

ARTICLE 16 -- VACANCIES AND PROMOTIONS

- 16.1 The right to determine whether or not a vacancy in any position covered by this Agreement is to be filled, and, if so, when, is vested solely in the City.
- 16.2 If a permanent vacancy should occur, the City may not through a series of "out of classification" appointments avoid promoting individuals to gain advantage of the lower pay scale provided by this article.
- 16.3 All vacancies shall be filled through a competitive examination process determined by the City of Richland Personnel Committee. Promotional testing for Battalion Chiefs will be conducted as vacancies arise.
- 16.4 When it is determined by the City that a vacancy in a position covered by this Agreement is to be filled, appointment to the position shall be made by the appointing authority from among the top three (3) names on the certification list established for the position. If requested by the employee(s), the appointing authority, for informational purposes only, shall give the passed-over candidate(s) valid written reasons for not being selected.
- 16.5 The provisions of this Article do not apply to the filling of vacancies in positions not covered by this Agreement. See Article 1.1.

ARTICLE 17 -- GRIEVANCE PROCEDURE

- 17.1 A grievance means a claim or dispute by one (1) employee or group of employees with respect to the interpretation and application of the provision of this Agreement. Any issue that has been submitted to the Personnel Committee shall not be considered a grievance or subject to the grievance procedure herein and vice versa.

17.2 Nothing in this Agreement shall preclude the right of the two (2) parties to meet and verbally discuss the grievance in an attempt to resolve the issue.

17.3 Grievances as herein defined shall be processed in the following manner:

17.3.1 Preliminary Procedure - An employee or group of employees, who feel they have a grievance, may present such grievance within thirty (30) calendar days of when such matter comes to the attention of the employee. Such grievance should be submitted to the employee's supervisor who shall attempt to resolve it within twenty-one (21) calendar days after it is presented to him; provided that no grievance in this stage shall be pursued beyond the Department Director.

17.3.2 Step 1 - If the grievance is not resolved in the preliminary procedure, the employee shall have ten (10) calendar days to notify the Union Grievance Committee, in which case it shall be settled in the following manner: The Union Grievance Committee, upon receiving a written and signed petition, preferably on a standard form, shall determine within ten (10) calendar days if a grievance exists. If in their opinion no grievance exists, no further action is necessary. If a grievance does exist, they shall, with or without the physical presence of the aggrieved employee, present the grievance to the Department Director in writing within fifteen (15) calendar days who shall attempt to resolve it within twenty-one (21) calendar days after it has been presented to him. The written grievance shall include a statement including the specific Article(s) or Section(s) of the Agreement allegedly violated, the specific facts, and specific remedy sought.

17.3.3 Step 2 - If the employee or employees are not satisfied with the response of the Department Director, the written grievance may be presented to the City Manager, together with all pertinent materials, by such Union representatives within thirty (30) calendar days of receipt of the Department Director's response. The City Manager shall attempt to resolve the grievance within twenty-one (21) calendar days.

17.3.4 Step 3 - Any grievance involving the interpretation or application of this Agreement, which is not resolved in accordance with the foregoing procedure, may be referred to arbitration by the Union within thirty (30) calendar days after receipt of the City Manager's answer in Step 2. The arbitrator shall be a member of the American Arbitration Association (AAA) or Federal Mediation Conciliation Service (FMCS) and shall be selected in accordance with the established procedures of the AAA or FMCS, depending upon which agency is used. The cost of the arbitration and the cost of the arbitrator shall be borne one-half (1/2) by the City and one-half (1/2) by the Union. Each party is responsible for its own costs and attorney's fees. The arbitrator shall render his decision based on the interpretation and application of the Agreement. The decision shall be final and binding upon the parties to the grievance, provided that the decision does not involve action by the City which is beyond its jurisdiction, and provided further that the decision of the arbiter is not arbitrary, nor capricious, nor exceeds his authority.

Failure to appeal in accordance with the timelines set forth in Section 17.3 shall be a waiver of any right to further grieve or arbitrate the issue.

- 17.4 The City and the Union may agree to extend the time limits of any of the above steps if mutually agreed to by both parties.
- 17.5 Neither the arbitrator nor any other person or persons involved in the grievance procedure shall have the power to negotiate new agreements or to change any of the present provisions of this Agreement.
- 17.6 No settlement of a grievance with any employee shall be contrary to the terms of this Agreement.

ARTICLE 18 -- WAGES

- 18.1 The types of employment and wages for all employees covered by this Agreement shall be listed in Appendix "A", attached hereto and by this reference incorporated herein.

ARTICLE 19 -- HOURS

- 19.1. The hours of duty shall be approximately 48.154 hours a week as per those presently worked provided a total of seventeen (17) Kelly days shall be scheduled off. Ten (10) shifts off will be periodically scheduled on a rotating basis. Seven (7) more shifts may be scheduled off, by the employee, prior to July first, or as scheduled in with a vacation pick period. In accordance with Kelly day and vacation policies as revised.
- 19.1.1 The Battalion Chief, Training and the Battalion Chief, Fire Marshal are day shift positions. The hours of work shall be forty (40) hours per week. The work schedule shall normally be four (4) ten (10) hour days. A schedule of five (5) eight (8) hour days per week may be scheduled with the approval of the Department Director.
- 19.2. Employee structured work hours, for scheduled activities, shall be 8:00 a.m. to 5:00 p.m. Monday through Saturday. Structured work hours for Sundays shall be from 8:00 a.m. to 12 noon. Holidays except Christmas and Thanksgiving shall be from 8:00 a.m. to 12 noon. Christmas and Thanksgiving shall be from 8:00 a.m. to 10:00 a.m.
- 19.3 Employees who are required to work beyond structured duty hours into their non-structured time shall have non-structured time work paid back on an hour for hour basis provided the duties performed during non-structured time pursuant to item "A" through "F" of Section 19.4 shall not be eligible for payback except duties performed during non-structured time pursuant to "D" and "E" which shall be paid back on an hour for hour basis.
- 19.4 The following specific duties will continue to be supervised or performed as they have been in the past when they occur during leisure hours:
- A. Routine paperwork
 - B. Ensure the readiness of emergency apparatus
 - C. Ensure operational readiness of radio alarm system; i.e., testing (excluding normal box tests), shunting, response to non-emergency messages
 - D. Training

- E. Prevention activities
- F. Other past duties, which may later be identified and agreed to by the parties to this Agreement.

ARTICLE 20 -- FIRE EDUCATION INCENTIVE PROGRAM

- 20.1 The purpose of this program is to provide incentive pay for members of the Fire Department to seek additional education in order to meet the ever-changing needs and demands placed upon the Fire department.
- 20.2 This program is based on college units and college degrees within the Fire Service as defined under a Fire Science/Fire Administrative Program curriculum. Subjects not related directly to the fire field but part of the requirements or electives towards a degree shall be counted as a part of this program as defined in Section 20.5.
- 20.3 All applications for education incentive shall be presented to the Department Director prior to becoming eligible for credit under this program. Personnel achieving an Associate or Bachelor Degree in Fire Science/Fire Administration shall be paid the percentage indicated in 20.5 for said degree.
- 20.4 When a Battalion Chief has not received a degree, courses/credits completed will be accepted under this program as set forth below.
- 20.5 Requirements for Education Incentive Pay.

% OF BASE PAY	AA DEGREE/CREDITS	BA/BS DEGREE/CREDITS
1%	20% of credit requirements	10% of credit requirements
2%	40% of credit requirements	20% of credit requirements
3%	60% of credit requirements	30% of credit requirements
4%	80% of credit requirements	40% of credit requirements
5%	AA Degree	50% of credit requirements
6%		60% of credit requirements
7%		70% of credit requirements
8%		80% of credit requirements
9%		90% of credit requirements
10%		BA/BS Degree

- 20.6 Education Incentive Pay Calculation
Education Incentive Pay shall be calculated using the BC bargaining unit member's base pay through June 19, 2011. Effective June 20, 2011, Education Incentive Pay shall be calculated using the "F" Step Captain base pay for all BC bargaining unit members.
- 20.7 To receive credits for Fire Incentive Education Pay, BC bargaining unit members must provide a transcript and Fire Science/Fire Administrative curriculum from the college issuing the transcript. A letter from the course administrator is required for determination of appropriate credit allowance. Credits offered for pay under this program must have a "C" grade average.

- 20.8 Requests for pay in excess of the 5% step level must be predicated on upper division level credits for classes that fit into a four (4) year Fire Science/Fire Administration curriculum for a 4 year college degree. Unused service credits to the maximum of thirty (30) may be used as upper division electives if accepted by the college.
- 20.9 All members of the bargaining unit in classifications covered by this labor agreement are eligible to participate in the Education Incentive Program.

ARTICLE 21 -- SICK LEAVE

21.1 Sick Leave for LEOFF II Employees

Full-time and temporary LEOFF II employees shall accrue sick leave as follows:

	<u>Accrual Rate</u>
40-hour per week employees	8 hours per month
24-hour shift employees:	
1) With less than 1440 hours accrued sick leave --	24 hours per month
2) With 1440 or more hours accrued sick leave --	12 hours per month

Twenty-five percent (25%) of unused sick leave accrued by each LEOFF II employee will be paid to the employee by the City, up to a maximum pay out of \$12,000, when such employee separates from service with fifteen (15) or more years of employment with the Richland Fire Department.

21.2 Advance of Sick Leave for New Employees

New employees will be advanced a sick leave allowance equal to that, which would be accrued in six (6) months at the LEOFF II accrual rate, and will begin their regular LEOFF II accrual at the end of six (6) months' employment. An employee whose employment terminates for any reason during the first six (6) months must repay the City for sick leave used in excess of the LEOFF II accrual rate for the period of actual employment. For temporary employees, sick leave advancement shall be limited to the amount that they would normally accrue during their period of employment.

- 21.3 Employees shall be allowed to donate accrued sick leave to other employees within the bargaining unit with less than thirty-six (36) months of service. A donating employee may give to more than one employee but not to exceed twenty-four (24) hours per receiving employee per year. Receiving employees can receive unspecified number of hours from various donors. Donation does not impact perfect attendance.

- 21.4 Non-Duty Sick Leave/Light Duty - LEOFF II employees on non-duty sick leave, at the City's request, may agree to work light duty to extend their sick leave benefits.

21.4.1 The light duty work shall be restricted to the light duty job description as defined in Appendix "B" of this agreement, and the employee shall present the Department Director with a release from their doctor to perform this work. If possible, the release should include an estimated date of full recovery for return to full duty.

21.4.2 Employees working light duty shall have their rate of sick leave used reduced by one (1) hour for every hour of light duty worked or portion thereof.

Light duty schedule used shall not exceed the employee's assigned average workweek.

Hours worked shall not exceed the employee's assigned average workweek. The actual number of hours worked will be agreed to between the employee and City.

21.543 If more than one employee is eligible and agrees to light duty work, the City shall split available work as evenly as possible among the eligible employees. The determination as to whether light duty work exists rests solely with the City.

21.4.4 Light duty under this agreement is available only to employees having sick or annual leave time available and shall not constitute a position nor extend beyond available paid leave time.

21.4.5 Light duty work hours may include medical rehabilitation to a maximum of two (2) hours per day.

21.4.6 An employee on light duty may be assigned to the Transitional Work Plan (TWP) pursuant to Appendix "B".

ARTICLE 22 -- PAID LEAVES

22.1 Vacation Leave – Regular full-time employees shall accrue vacation time as set forth below, based on length of service with the City. No employee shall be eligible to use vacation time accrued until he/she has worked for the City a minimum of six (6) calendar months.

22.1.1 Employees working a 40-hour base week shall accrue vacation time on the following basis:

<u>Length of Service</u>	<u>Monthly Rate of Vacation Credit in Hours</u>
1st through 9 years	12
10th through 15 years	14
16th through 20 years	16
Over 20 years	18

Maximum vacation accrual shall be limited to three-hundred thirty nine (339) hours for the duration of this Agreement for day-shift 40-hour personnel.

22.1.2 Employees working 24-hour shifts shall accrue vacation time on the following basis:

<u>Length of Service</u>	<u>Monthly Rate of Vacation Credit in Hours</u>
1st through 9 years	14
10th through 15 years	16.25
16th through 20 years	19
Over 20 years	21

22.2 Accumulation of vacation shall not exceed four-hundred eight (408) hours at year's end.

22.3 Vacation Bonus Days

Regular full-time employee(s) working a 40-hour base week and with one continuous year of service shall be eligible to earn one (1) vacation bonus day (ten (10) hours) after non-use of sick leave and leave without pay collectively. Regular full-time employee(s) working fire fighter 24-hour shifts who have completed one (1) continuous year of service shall be eligible to earn one (1) vacation bonus fire fighter 24-hour shift after non-use of sick leave and leave without pay collectively.

22.4 Family Leave

Battalion Chiefs shall be granted family leave for injury, illness, birth or death in the employee's family, when employee's presence is needed.

22.4.1 40-hour week employees shall be granted forty (40) hours family leave per year. 24-hour shift employees shall be granted seventy-two (72) hours family leave per year.

22.4.2 Hours needed in excess of the limits listed in 22.4.1 shall be charged to sick leave or vacation per the employee's request after being approved by the Department Director or above or as provided by State Statute. Sick leave used to extend family leave shall impact the employee's perfect attendance date.

22.4.3 For Family Leave purposes, "Employee's Family" shall be defined as the employee's spouse, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, sister, sister-in-law, brother, brother-in-law, grandfather, grandfather-in-law, grandmother, grandmother-in-law, grandchild, or any person permanently residing with the employee. Step relatives of the relations listed shall also be considered as part of the employee's family.

22.5 Personal Business Vacation Leave

Battalion Chiefs working 24-hour shifts shall be granted up to seventy-two (72) hours of personal business vacation leave annually. Battalion Chief's working a 40-hour week shall be granted 40 hours of personal business vacation leave annually.

22.6 Twenty-four hours / ten hours (24 hrs Shift / 10 hrs Days) of the twenty-two / forty (72/40) hours may be taken at the employee's discretion. Such time must be taken in blocks of eight (8) hours or more. Vacation shall be charged at the applicable overtime rate against the employee's accrued vacation for each hour taken. Discretionary use of

personal leave will impact perfect attendance. Employees transferring from days to shifts or vice-versa shall have the bonus prorated for the amount of time spent on shift.

Forty-eight / thirty (48/30) hours of the seventy-two / forty (72/40) hours may be taken for those situations, which require the employee's presence and which cannot be scheduled to another time. Examples include: childcare, business appointments. Recreational or other pleasure activities are not included. The determination of whether the situation qualifies for such leave rests solely with the City. The City may request documentation to support the justification for the use of such leave. Vacation shall be charged for the exact amount of leave used.

Battalion Chiefs not using personal business vacation leave in a calendar year shall receive Twenty-four/Ten (24/10) hours of bonus vacation accrual to be paid cash compensation in lieu of time off.

- 22.7 Eligible employees will be allowed twelve (12) weeks of unpaid leave in accordance with the Family and Medical Leave Act. The City may require an employee to use any and all accrued leave as part of FMLA leave. The provisions of this section are not intended to expand upon the state or federal law.

22.8 Military Leave

Any regular, probationary, or temporary employee who is a member of the State National Guard or a federal reserve military unit shall be entitled to time off in accordance with governing law.

22.9 Vacation Leave Donation/Transfer

The policy of the City is to allow employees to donate vacation leave to co-workers facing personal emergencies who have exhausted all accrued leave.

An employee is eligible for donated vacation leave when 1) he or she has suffered an extraordinary injury or illness (from other than a work-related cause) which exceeds sixty (60) calendar days in duration and has exhausted all applicable accumulated leaves; or 2) when an attending physician determines the presence of an employee is necessary because of an immediate family member's medical condition which exceeds sixty (60) calendar days in duration and the employee has exhausted all other available leaves.

Recipients are limited to receiving two-hundred forty (240) hours of donated leave for any one (1) incident or illness and may not request donated vacation leave more than one (1) time in any concurrent five (5) year period.

The leave recipient must pay insurance premiums while using donated leave, and will not accrue any other leaves while using donated vacation leave.

An eligible employee requiring use of donated vacation leave shall notify his or her Department Director in writing that the use of donated leave is required, explaining and providing written documentation as to the circumstances.

The Department Director shall forward the request to Human Resources for approval.

City employees may donate vacation leave to other employees under the following conditions:

1. A vacation balance of at least 100 hours is maintained after the transfer, and employees may not donate more than 100 hours per year of their vacation balance.
2. Vacation is transferred based on the dollar value of said leave. For example, the requesting employee earns \$10.00 per hour base. The donating employee earns \$20.00 per hour, and wishes to transfer ten (10) hours. As a result, \$200 worth of leave is transferred. The requesting employee will be credited with twenty (20) hours (\$200 divided by \$10/hour).

No City employee may intimidate, threaten or coerce any other employee with respect to donating, receiving or using leave under this program. If the recipient does not use all the leave donated, the remainder will be returned to the donors as nearly as possible in the ratio of each employee's donation to the total amount.

ARTICLE 23 -- LEAVE CONVERSION AND MAXIMUM USAGE

- 23.1 Because shift changes are usually accomplished during the first part of the year, Family and Emergency Leave hours shall be restored to the appropriate maximum granted in Article 22 whenever an employee transfers from a 40-hour per week position to a 24-hour shift position, or vice versa.
- 23.2 Whenever an employee changes from 24-hour shifts to days, Sick Leave and Vacation accrual totals shall be multiplied by 0.83088. When changing from days to 24-hour shift, Sick Leave and Vacation shall be multiplied by 1.2035. The multipliers are based on hours worked per week.

The accrual rates shall be changed to reflect the appropriate rate for the position being worked on the last day of each month.

23.3 Leave of Absence Without Pay

A regular full-time employee may be eligible for an unpaid leave of absence up to thirty (30) calendar days with the approval of the Department Director. Prior to requesting such leave, the employee must have exhausted all of the employee's paid leave. During such leave, the employee will be considered to be active at work and entitled to the privileges and benefits as specified by this Agreement. If the employee fails to return from said leave, the employee will be considered as having abandoned the employee's job and be subject to termination.

A regular full-time employee with a minimum of five (5) years of service may be granted an unpaid leave of absence of up to one (1) calendar year with the approval of the City Manager. Prior to requesting such leave, the employee must have exhausted all of the employee's paid leave. During such leave, the employee will not accrue sick leave, vacation leave or any other benefits, and the employee's seniority will be frozen. Upon return from such leave, the employee may be placed in an open position as listed in Appendix A of this Agreement according to the employee's knowledge, skills and abilities.

If the employee fails to return from such leave, the employee will be considered as abandoning the employee's job and be subject to termination.

ARTICLE 24 -- OVERTIME PAY

24.1 All overtime work shall be compensated at 1.5 times the regular hourly rate of pay or 1.5 times comp time off, scheduled at the employee's discretion. It is at the Employer's discretion if work will be paid at comp time.

24.1.1 For Battalion Chiefs regularly working a 40-hour base week, who are on a scheduled leave or normal day off and assigned to supervise shift employees, overtime shall be paid at 1.5 times the Operations Battalion Chiefs' (24 hour shifts) rate of pay (at the appropriate step) calculated on a 2504 scheduled hours work year (48.154 hours per week x 52 weeks per year).

24.1.2 Minimum overtime pay shall be equivalent to four (4) hours straight pay for all call backs, exception hold over pay.

24.2 The parties agree to the Department Call-In Policy.

24.3 In the absence of the Operations Battalion Chief scheduled to be on duty, resultant overtime shall first be offered to a qualified Battalion Chief at the Shift Battalion Chief overtime rate listed in Section 24.1. If a qualified Battalion Chief does not fill the position, then a qualified member of the Firefighters' (Rank & File) bargaining unit may fill the position. In any event, at least 400 hours annually shall be offered to qualified Captains to work in the absence of a Battalion Chief in order to provide opportunities for experience and succession planning. Note: The Department Director and Battalion Chiefs' representatives will meet to update policies related to this section, including limiting overtime eligibility to Captains who are both interested in BC career progression and who are sufficiently qualified for such progression.

24.3.1 The requisite demonstrated task proficiencies for department members to perform as Operations Battalion Chief is described in the Battalion Chief: Performance Proficiency Tasks Policy. This policy will detail the requirements to be "qualified".

24.3.2 The terms, conditions, and mechanisms for calling in and documenting Battalion Chiefs' overtime is described in the Battalion Chief Overtime Policy.

ARTICLE 25 -- INSURANCE

25.1 Health Insurance - The City and employee as represented by IAFF Local 1052-BC shall share the cost for health insurance coverage for employees and their dependents.

25.1.1 During the term of this agreement, unless otherwise indicated per Appendix D, the employee shall contribute 1.75% of "F" step rate of firefighter/EMT monthly base salary towards the cost of the PPO+ Plan and then towards the LEOFF Health and Welfare Trust 6B plan upon its effective date. The City will contribute the balance of the cost. Additionally, unless otherwise indicated per Appendix E, the City will cover the 1.75% cost of an employee only designation.

All bargaining unit members will transfer medical and vision coverage to the LEOFF Trust Plan 6B effective February 1, 2012. IAFF members shall retain the City medical plan for the month of January 2012.

25.1.2 Until December 31, 2017, the Union has a one-time portability option to move the medical and vision plans to another non-city plan.

25.1.3 In conjunction with the IAFF members transfer to the LEOFF Trust Plan 6-B, an individual Health Reimbursement Account (HRA) shall be established with A.W. Rehn and Associates. Annual contributions will be issued monthly by the City for each bargaining unit member as follows:

An HRA in the amount of \$4500.00 will be established for each member with dependent(s), an HRA in the amount of \$2250.00 will be established for each member without dependents. HRA set up and annual fees shall be paid by the City, not to include an HRA debit card. The HRA contributions will be prorated for 2012 based on the enrollment date and for all future members hired or terminated during the term of this agreement.

25.1.4 At the end of each annual claim submission period as determined by A.W. Rehn and Associates, excess monies in each HRA account will roll into an individual Health Savings Account (HSA)/Voluntary Employee Benefit Association (VEBA) account to be established prior to December 1, 2012 by the IAFF membership and mutually agreed to by the City. All fees associated with said HSA/VEBA will be at the expense of the member.

25.2 Dental Plan - The City will pay for a dental plan which covers the employee and all of his or her eligible dependents.

25.3 Vision Plan - The City will pay for a separate vision plan which covers the employee and all of his or her eligible dependents for January 2012. Beginning February 1, 2012 vision benefits shall be included through the LEOFF Health and Welfare Trust 6B Plan. The cost of the City's vision insurance plan will be part of the cost of medical coverage used in Appendix D. The vision plan is subject to the one-time portability provision in Section 25.1.2.

25.4 Life and Accidental Death & Dismemberment Insurance - The City will maintain Life and AD&D policies which provide a death benefit equal to two (2) times an employee's annual base salary.

25.5 Post Employment Health Program - During discussions for contracts effective in 2003, the City offered all bargaining units an irrevocable and one time opportunity to fund a post employment health program. In lieu of participation and the long term funding requirements for this new benefit program, IAFF Local 1052 elected to take additional wages. As a result, it is understood that IAFF Local 1052 members are not, nor shall at any time in the future be, eligible to participate in the City's post employment health benefit program.

ARTICLE 26 -- PRODUCTIVITY

- 26.1 The City and the Union shall work together to meet the production requirements of the Fire and Emergency Services Department to provide the public with efficient and courteous service, to encourage good attendance of employees on regular duty; and to promote a climate of labor relations that will aid in achieving a high level of efficiency in the Department.

ARTICLE 27 -- NOTIFICATION OF ABSENCE

- 27.1 Employees not able to report for duty at the beginning of a scheduled shift or shifts for reasons of sickness, disability, or other unscheduled absence causes, shall notify the on-duty shift supervisor prior to 0730 on the date of the scheduled work shift or shifts.
- 27.2 Employees may be excused from multiple notifications if the absence is known or expected to extend beyond the initial shift. Should circumstances preclude or inhibit an employee's ability to make notification of absence prior to 0730, the employee shall make such notification as soon as reasonably possible to do so.
- 27.3 40-hour week employees not able to report for duty at the beginning of a scheduled shift for reasons of sickness, disability, or other unscheduled absence causes shall, prior to 07:00, notify the on-duty Battalion Chief and his/her Supervisor (cell phone) by phone.

ARTICLE 28 -- MEDICAL CERTIFICATION/RECERTIFICATION AND TRAINING

Battalion Chiefs eligible for EMT basic pay with proper certification will receive \$35.00 per month per Appendix "A". The current employees with paramedic certification will continue to receive paramedic pay consistent with Appendix "A", provided the employees maintain proper certification.

The City shall pay off-duty paramedics and paramedic students overtime to attend live Ongoing Training and Education Program (OTEP) and Medical Program Director (MPD) meetings up to a maximum of eighteen (18) annually. Paramedics shall be paid for required training to maintain certifications (ACLS, PALS, and Advanced Airway Course).

ARTICLE 29 -- TERMS OF SUCCESSORSHIP

- 29.1 This Agreement shall be binding upon the successors and assigns of the parties hereto, and no provisions, terms, or obligations herein contained shall be affected, modified, altered, or changed in any respect whatsoever by the consolidation, merger, annexation, transfer, or assignment of either party hereto; or affected, modification, altered, or changed in any respect whatsoever by any change of any kind of the ownership or management of either party hereto; or by the change geographically or otherwise in the location or place of business of either party hereto.

ARTICLE 30 -- PROBATIONARY PERIOD

- 30.1 Newly promoted Battalion Chiefs shall serve a twelve (12) continuous month probationary period. If the six (6) month appraisal is satisfactory, the officer will receive a merit increase to the next higher step.

ARTICLE 31 -- TERM OF AGREEMENT

- 31.1 This Agreement shall be for a term of three (3) years commencing January 1, 2015, through December 31, 2017.

ARTICLE 32 -- SAVINGS CLAUSE

- 32.1 If any provision of this Agreement or the application of such provision should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portion of this Agreement shall remain in full force and effect.

ARTICLE 33 -- LONGEVITY PAY

- 33.1 Members of the bargaining unit that have completed twenty-five (25) years of service with the City shall receive longevity pay equal to five percent (5%) of their base pay.

ARTICLE 34 -- HAZARDOUS MATERIALS TEAM

- 34.1 The City agrees to pay up to a maximum of nine (9) bargaining unit members specialty pay for participation on the Tri-County Hazardous Materials Response Team (HMRT). Such pay shall be equal to three and one-half percent (3.5%) of top step fire fighter pay per month starting the date the HMRT training coordinator determines the member may actively participate on hazardous material incidents.
- 34.2 When there are less than nine (9) department members on the HMRT, the City shall post a notification of these openings ninety (90) days prior to the required training becoming available. They shall be selected from applications received by the Department. Selection and acceptance for training on the team will be based on:
- A) A vacancy in any of the nine (9) memberships hereby authorized for the team;
 - B) A review of the applicant's qualifications;
 - C) A statement of the applicant's commitment in writing;
 - D) Recommendations from supervising officers of the Department and input of HMRT members of the Department;
 - E) Their seniority in the Department;
 - F) Approval of the Department Director; and,

G) Pass a medical baseline physical exam prior to being selected for training or appointed to the team.

34.2.1 The cost of tuition and books for any class to achieve HMRT status shall be paid by the City, contingent upon the employee successfully completing the class. Classes taken prior to acceptance as a HMRT member trainee, which are requirements for team member status, will not be subject to reimbursement.

Should the employee not successfully complete the class, the employee, through payroll deduction, amortized over the next three (3) months shall reimburse the cost of tuition and books to the City. Should the employee terminate employment with the City before the total cost is reimbursed, the remaining costs shall be withheld from the employee's final paycheck.

34.2.2 All approved off duty class time for Battalion Chiefs necessary to achieve HMRT member status, shall be paid at the base hourly overtime rate of pay. Class time, while on duty, shall be allowed when manpower permits, and call-ins shall be utilized to allow employees to go to class when manpower does not otherwise permit them to go. Class time shall not impact other employee's rights to schedule vacation time off, as presently allowed, provided there are sufficient employees available for call-in, if necessary, to cover the student class time.

34.3 HMRT members shall remain on the HMRT for a minimum of three (3) years from the date they begin hazardous materials training after they are selected for the HMRT by the City for HMRT training. HMRT members may be removed from the team if a problem or condition occurs, including failure to meet the minimum required annual training hours, which would reasonably prevent or limit the member's effectiveness on the team, or when a majority of other HMRT members feel the removal is necessary, or other good cause. Members may resign from the team after three (3) years of membership by notifying the Department in writing. Should the City withdraw from participation on the HMRT and cease to provide that service, then members of the team shall be considered as having left the team for cause.

34.4 Off-duty team members shall be paid at their regular overtime rate of pay for the following items:

- A) All emergency response time;
- B) Required HMRT meetings;
- C) All required training time (drills and classes).

On-duty members shall be replaced as needed for required meetings and required training. Said training and meetings shall not impact other BC bargaining unit member's rights to use their leaves (including moving of kelly days).

HMRT members shall be required to attend a minimum of twenty-four (24) hours of team training per year.

34.5 HRMT members shall not be required to carry pagers.

- 34.6 The responsibility and authority for the operation of the HMRT, including policies and procedures, rests solely with the Board of Directors. The parties recognize the HMRT's Board of Directors right to assign HMRT members to perform functions associated with ensuring the success of the HMRT. Said assignments shall fall under Section 4 of this Article.
- 34.7 If significant changes to the related conditions or procedures are proposed or enacted, this Article will be reopened at the request of either the City or the Union to negotiate the impact of such changes.

ARTICLE 35 -- AGREEMENT TO BARGAIN

- 35.1 Nothing in this agreement is to be considered as a waiver by the Union of their rights to request and require bargaining on any changes initiated by the Employer, which impact hours, wages, or working conditions.

ARTICLE 36 -- GROOMING STANDARDS

- 36.1 The uniformed members of the Richland Fire & Emergency Services Department will maintain a standard of grooming and a reasonable uniformity of appearance. Members will impart to the public we serve, an image of each member's competence, efficiency and pride in the fire department. It is critical to operations of the department that members are groomed in such a way to inspire confidence by the public.
- 36.1.2 Hairstyles such as Mohawks, hair designs, braids, pony tails, etc. which may meet the requirements of these standards, but do not reflect the proper public image, shall be strictly prohibited, with the exception of female employees who will be allowed to wear braids or pony tails.
- 36.2 Safety is the other primary reason for these standards. Considering the safety factors, the grooming standards outlined in these standards allow opportunity for individuality of style and taste.
- 36.3 It is the responsibility of all officers to ensure that personnel under their supervision present a neat appearance and it is the duty of each Battalion Chief to take pride in his/her appearance at all times.
- 36.4 There are many hairstyles, which are acceptable to the fire department. The bulk or length of hair must not interfere with the normal wearing of a standard uniform cap or helmet.
- 36.5 The hair on the top and sides of the head will be neatly groomed and the back of the hair may be either tapered or block cut and may extend to one inch (1") below the bottom of the shirt collar. Hair may be longer in length than indicated above, but then shall be held in a bun, net or other similar fashion. Ponytails are not permitted. Cut hair shall be proportioned and may cover the top one-half of the ears if desired. Hair must never be of such bulk or length that it will jeopardize the personal safety of the Battalion Chief in the performance of fire or other emergency operations.

- 36.6 Employees may wear their hair compacted, not to exceed two and one-half inches (2 1/2") in depth on both sides and top, and the length of the hair must not hinder the proper fit of Richland Fire & Emergency Services Department head gear.
- 36.7 If the individual desires to wear sideburns, they will not extend downward beyond the lowest part of the earlobe. Because each individual is unique, sideburns must never attain a width whereby they are upon the area of the face where a Richland Fire & Emergency Services Department protective breathing apparatus makes its seal.
- 36.8 Moustaches will be permitted. If a moustache is worn, it shall be kept neatly trimmed and tidy. Moustaches may extend laterally not more than one and one-quarter inch (1 1/4") from the corner of the mouth and may extend to the chin line but not below. The moustache may extend not more than one-quarter inch (1/4") over the upper lip.
- 36.9 Members may be allowed to wear facial hair immediately beneath the lower lip, not to exceed one-half inch (1/2") in any dimension.
- 36.10 Members shall be clean shaven while on duty. Exception, those persons called in on an emergency call-in shall not be required to shave prior to arrival at the station or fire scene.
- 36.11 Beards and goatees of any type are specifically prohibited. In no case shall facial hair, including stubble, come between sealing periphery of the respirator face piece. Facial hair of any type shall not interfere with the seal of SCBA face piece.
- 36.12 Hair styles such as Mohawks, hair designs, braids, pony tails, etc., which may meet the requirements of these standards, but do not reflect the proper public image, shall be strictly prohibited.
- 36.13 If bangs are worn, they shall be maintained above the eyebrows so as not to obscure vision. At no time will bangs be allowed to interfere with the seal of the mask face piece.
- 36.14 Artificial hair coloring shall be in good taste and reflect the proper public image. Multi-colored hair, other than natural, which reflects negatively on the fire service, shall be strictly prohibited.
- 36.15 Wigs or hairpieces will not be worn on duty, except for cosmetic reasons to cover natural baldness or disfigurement. If, under these conditions a wig is worn, it will conform with the hair grooming regulations and appear natural.
- 36.16 Fingernails will not extend more than one-quarter inch (1/4") beyond the tip of the finger, and if fingernail polish is used, it will be of a conservative color, and commensurate with the fire department's public image of military discipline.
- 36.17 Jewelry - The wearing of earrings, ear studs, except during initial healing period of ear piercing, while on duty, is prohibited. During healing period, the ear stud will be covered.

ARTICLE 37 -- DRUG & ALCOHOL TESTING POLICY

- 37.1 Reporting to work under the influence of alcohol and/or illegal drugs, or the use, sale, or possession by an employee of illegal drugs is strictly prohibited and may result in disciplinary action, including immediate termination.

Each employee must advise the City if they are using prescription or other over-the-counter drugs they know or reasonably should know may impair their ability to perform job functions and/or operate machinery such as automobiles. Under appropriate circumstances the City may request the employee provide written medical authorization to perform various essential job functions from a physician while using such drugs.

The City recognizes a need to provide an opportunity for employees to deal with alcohol related problems through employee assistance programs. Any employee who voluntarily seeks treatment for a personal alcohol problem or for a substance abuse disorder, not involving criminal conduct, may do so through employee assistance programs of the employee's own choosing in complete confidence and without jeopardizing the employee's employment with the City.

Such voluntary action must be done prior to any act or reasonable suspicion that would result in being asked to submit to discovery testing and/or disciplinary action.

It is understood between the parties that the disciplinary action referred to here in Article 37.1 of the Collective Bargaining Agreement may be termination of employment if, through the commitment of such an act as described in this article, results in personal injury or death of a City employee or member of the general public; destruction of or damage to City equipment or property; destruction of or damage to public or private property.

Other such infractions as covered by this Article shall be dealt with in accordance with their merits.

- 37.2 Where a supervisory employee of the City has a reasonable suspicion to believe an employee is under the influence of alcohol or illegal drugs, or is using illegal drugs, the employee in question will be asked to submit to discovery testing including, breath tests, urinalysis and/or a blood screen to identify any involvement with alcohol or illegal drugs.

An employee who refuses to submit to discovery testing for alcohol and/or illegal drugs shall be presumed to be under the influence of alcohol or an illegal drug for the purpose of administering this Article.

- 37.3 For the purpose of administering this Article the following definition of terms is provided:

Reasonable Suspicion:

(1) Reasonable Suspicion is based on specific objective facts and reasonable inferences from those facts in the light of experience, that discovery testing will produce evidence of illegal drug or improper alcohol use by that particular employee;

Under the influence - The following cutoff levels shall be used for the initial screening of specimens to determine whether they are negative for these drugs or classes of drugs. All cutoff concentrations are expressed in nanograms per milliliter (ng/mL).

DEPARTMENT OF TRANSPORTATION STANDARDS - 49 CFR PART 40 §40.87		
Type of Drug or Metabolite	Initial Test	Confirmation Test
Marijuana metabolites	50	
Delta-9-tetrahydrocannabinol-9-carboxylic acid (TCHA)		15
Cocaine metabolites	150	
Benzoylecgonine		100
Opiate metabolites - Codeine/Morphine	2000	
Codeine		2000
Morphine		2000
6-Acetylmorphine	10	10
Phencyclidine (PCP)	25	25
Amphetamines – AMP/MAMP	500	
Amphetamine (AMP)		250
Methamphetamine (MAMP)		250 (this specimen must also contain at least 100 ng/mL of amphetamine)
Methylenedioxymethamphetamine (MDMA)	500	250
Methylenedioxyamphetamine (MDA)		250
Methylenedioxyethylamphetamine (MDEA)		250

Level of the positive result for ethyl alcohol....0.04 gr/dl

Illegal Drugs - are defined as all forms of narcotics, depressants, stimulants, hallucinogens, and cannabis, which sale, purchase, transfer, or unauthorized use or possession is prohibited by law.

Over-the-Counter Drugs - are those which are generally available without a prescription and are limited to those drugs which are capable of impairing the judgment of an employee to safely perform the employee's duties.

Prescription Drugs - are defined as those drugs, which are used in the course of medical treatment and have been prescribed and authorized for use by a licensed practitioner/physician or dentist.

- 37.4 If an employee is required to submit to a drug test, the following procedure shall be followed:

The employee shall be given an opportunity to confer with a Union representative if one is readily available and the employee has requested said conference.

The employee shall be given an opportunity to explain the reasons for the employee's condition, such as reaction to a prescribed drug, fatigue, exposure to toxic substances, or any other reasons known to employee to the test administrator. The City and a Union representative may be present during this discussion.

The City may request urine and/or blood samples.

Urine and blood samples shall be collected at a local laboratory, hospital or medical facility. The City shall transport the employee to the collection site. The City and/or Union representative may be allowed to accompany the employee to the collection site and observe the bottling and sealing of the specimen. The employee shall not be observed by the City when the urine specimen is given.

All specimen containers and vials and bags used to transport the specimen shall be sealed to safeguard their integrity, in the presence of the City, employee and the Union representative and proper chain-of-custody procedures shall be followed.

The drug tests of the specimen shall be conducted by the PAML Laboratory in Spokane, Washington.

If a specimen tests positive in an immunoassay screen test, the results must be confirmed by a gas chromatography/mass spectrometry tests. The specimen must show positive results on the GC/MS (gas chromatography/mass spectrometry) confirmatory test to be considered positive.

At the employee's or the Union's option, a sample of the specimen may be requisitioned and sent to a laboratory chosen by the Union for testing. The cost of this test will be paid by the Union or the employee. Failure to exercise this option may not be considered as evidence in an arbitration or other proceeding concerning the drug test or its consequences. The results of this second test shall be provided to the City.

The City, the employee and the Union shall be informed of the results of all tests, and provided with all documentation regarding the tests as soon as the test results are available by the Medical Review Officer (MRO).

- 37.5 The Medical Review Officer shall be chosen and agreed upon between the City and the Union. The role of the MRO will be to review, interpret and confirm positive test results and communicate the results as previously specified. The MRO shall review all pertinent medical records made available by the tested employee when a confirmed positive test could have resulted from legally prescribed medication.

37.6 If the results of the drug test are positive, and support a conclusion that the employee used an illegal drug, or reported to work while under the influence of alcohol, the employee may be subject to discipline including immediate discharge.

37.7 The employee has the right to challenge any discipline imposed in the same manner that the employee may grieve another Employee action.

37.8 Changes to this Article regarding applicable statutes and DOT standards pertaining to substance abuse and a drug free workplace will be addressed in labor management.

ARTICLE 38 – REMOVED

ARTICLE 39 -- TECHNICAL RESCUE TEAM

39.1 The City agrees to pay participating bargaining unit members specialty pay for participation on the Technical Rescue Team (TRT). Such pay shall be equal to three and one-half percent (3.5%) of top step Fire Fighter pay per month starting on the date the TRT coordinator determines the member may actively participate on technical rescue incidents.

39.2 When there are less than nine (9) Department members on the TRT, the City shall post openings for a minimum of thirty (30) days. Team members shall be selected from applications received by the Department. Selection and acceptance to the team will be based on:

1. Review of the applicant's qualifications - At a minimum, TRT members shall have successfully completed Roco Confined Space/Structural Rescue I or equivalent. TRT members appointed who do not possess Rescue 1 Certification shall attain within six (6) months of appointment. Cost of attaining Rescue 1 Certification shall be covered by the City.
2. A statement of the applicant's commitment in writing;
3. Recommendations from supervising officers and input from TRT members of the Department;
4. Their seniority in the Department;
5. Approval of the Department Director.

Team members selected that have not completed a NFPA 1006 Confined Space/Rope Rescue 1 class or equivalent shall attain this training within six (6) months of appointment. Cost of attaining this certification/training shall be covered by the City.

39.3 Off-duty team members shall be paid at their regular overtime rate of pay for the following items:

- A) All emergency response time;
- B) Required TRT meetings;
- C) All required training time (drills and classes).

On-duty members shall be replaced as needed for required meetings and required training. Said training and meetings shall not impact other bargaining unit member's rights to use their leaves (including moving of kelly days).

TRT members shall be required to attend a minimum of twenty-four (24) hours of team training per year.

The TRT Coordinator may recognize up to eight (8) hours of approved outside training in lieu of eight (8) hours of team training.

Approved required team training time, while on duty, shall be allowed when operations permit and call-ins shall be utilized when operations does not permit.

- 39.5 TRT operational and training policies and procedures will be developed by the Department with input from TRT members.
- 39.6 TRT members shall instruct non team members on technical rescue issues on an as needed basis. Should this occur off duty then the team member shall be compensated at the applicable overtime rate.

Non team members shall continue to provide support for team training and operations commensurate with their training. Non-team members may be included in team training while on duty.

TRT members may be removed from the team if a problem or condition occurs which would reasonable prevent or limit the members effectiveness on the team including failure to meet the minimum required annual training hours.

TRT Coordinator: A TRT Coordinator shall be selected by the TRT members and approved by the Department Director.

ARTICLE 40 -- DEFERRED COMPENSATION

In accordance with the City's plan document and limitations of federal law, regular full and part-time employees are eligible to voluntarily participate in the City's Internal Revenue Code (IRC) Section 457 plan or the IAFF-FF Section 457 plan.

The City shall match employee contributions in deferred compensation up to four percent (4%) of the rate of pay of the Battalion Chief or based on Appendix "A" only for the first fifteen (15) years of continuous City service. After fifteen (15) years of service, the City shall continue to pay the 4% to deferred compensation with no match required from the employee.

Employees may select either the City's 457 plan or the IAFF-FC Section 457 plan during the City's open enrollment period each year.

ARTICLE 41 -- WSCFF MEDICAL EXPENSE REIMBURSEMENT PLAN (MERP)

- 41.1 The City shall contribute \$75 per month, per BC bargaining unit member to the Washington State Council of Firefighters Medical Expense Reimbursement Plan (MERP).
- 41.2 The maximum contribution by the City is fixed at \$75 per month per BC bargaining unit member, and shall not increase at any time.
- 41.3 The Union and the Employees agree to hold the Employer harmless and indemnify the Employer from any and all liability, claims, demands, law suits, and/or losses, damage, or injury to persons or property, of whatsoever kind, arising from and in any way related to the implementation and administration of the MERP. The Union and Employees, shall be one hundred percent (100%) liable for any and all liabilities inclusive of any federal, state, or local agency determination regarding any liabilities that arise out of the MERP. The Union and Employees shall be liable for any and all tax penalties, as well as any other liabilities arising out of the implementation and administration of the MERP.
- 41.4 Under no circumstances whatsoever will the Employer be liable for direct pay any MERP benefit to the employees and/or retired employees and/or their beneficiaries.

ARTICLE 42 -- PERSONNEL RECORDS

Human Resources shall maintain a complete personnel file on each employee. Employees may review this file by setting up an appointment with a member of the Human Resources staff.

ARTICLE 43 -- NO SMOKING

It is understood that the parties (the City of Richland and IAFF Local 1052 BC) have reached an agreement concerning the application of R.M.C. sections 2.58.010 through 2.58.060. The terms of this agreement are as follows.

- a. Except as delineated below, use of tobacco products in municipally owned buildings and vehicles shall be governed by City code, provided that restrictions in the City Code are not applicable to the use of smokeless tobacco products.
- b. IAFF Local 1052 BC shall be responsible for supplying and maintaining appropriate receptacles for disposal of smoked and smokeless tobacco product waste.

ARTICLE 44 -- WELLNESS/FITNESS PROGRAM

The City and Union agree to work toward a Wellness/Fitness Program with the IAFF/IAFC Initiative being the template and ultimate goal.

IN WITNESS THEREOF, the parties hereto have set their hands this _____ day of April, 2015.

CITY OF RICHLAND, WA

IAFF LOCAL 1052 BC

JON AMUNDSON Date
Assistant City Manager

CURTIS WALSH Date
Battalion Chief Representative,
IAFF Local 1052 BC

TOM HUNTINGTON Date
Fire & Emergency Services Director

CORY HENSON Date
President, IAFF Local 1052

ALLISON JUBB Date
Human Resources Director

STEVE AUSTIN Date
Secretary-Treasurer, IAFF Local 1052

ATTEST:

MARCIA HOPKINS Date
City Clerk

APPROVED AS TO FORM:

HEATHER KINTZLEY Date
City Attorney

APPENDIX "A"

2015 CLASSIFICATIONS & WAGES

Effective the 1st payroll period of 2015 (December 29, 2014), the wage schedule reflects a 2.40% increase.

	<u>E STEP</u>	<u>F STEP</u>
Battalion Chief (24 hour shifts)	8100	8466
Battalion Chief (40 hour week - 110% of 24 hour shifts)	8910	9313

January 1, 2016 CLASSIFICATIONS & WAGES

Effective the 1st payroll period of 2016 (December 28, 2015), the wage schedule reflects a 2.0% increase.

	<u>E STEP</u>	<u>F STEP</u>
Battalion Chief (24 hour shifts)	8262	8636
Battalion Chief (40 hour week - 110% of 24 hour shifts)	9088	9500

July 1, 2016 CLASSIFICATIONS & WAGES

Effective the beginning of the 1st full payroll period that includes July 1, 2016, the wage schedule reflects a 0.80% increase.

	<u>E STEP</u>	<u>F STEP</u>
Battalion Chief (24 hour shifts)	8328	8705
Battalion Chief (40 hour week - 110% of 24 hour shifts)	9161	9576

2017 CLASSIFICATIONS & WAGES

Effective the 1st payroll period of 2017 (December 26, 2016), the wage schedule reflects a 2.0% increase.

	<u>E STEP</u>	<u>F STEP</u>
Battalion Chief (24 hour shifts)	8494	8879
Battalion Chief (40 hour week - 110% of 24 hour shifts)	9344	9767

MEDICAL POSITION PAYS:

EMT	Add \$35.00 per month to above rate
P-1	Add 6% of top Fire Fighter pay to above rate
P-2	Add 10% of top Fire Fighter pay to above rate

APPENDIX "B"

LIGHT DUTY JOB DESCRIPTION

General Statement of Duties

Under general supervision to perform non-emergency Fire Department duties.

Work actually performed by Light Duty personnel will be dictated by their physical condition and doctor's recommendations. The examples of work given may not all be done by any one individual dependent upon those recommendations.

Examples of Work

1. Inspection of Residential and Commercial structures.
2. Pre-fire plan inspections and related work.
3. Installation of hydrant markers.
4. Shunting of fire alarm boxes and returning them to service.
5. Station deliveries.
6. Picking up of supplies.
7. Clerical functions.
 - a. Fire Management Zone Card updates, etc.
 - b. Incident reports and other reports.
 - c. Adapting hydrant map to Fire Management Zones.
 - d. Special projects.
8. Light housekeeping duties, i.e., washing windows, dusting, sweeping and mopping floors, etc.
9. Related work as required.

Job Requirements

Dependent upon physical abilities, ranges from sitting at desk, reading and filing, to jobs requiring standing, walking and driving.

1. Inspections of residential and commercial structures.
Requires the person to drive to the scene of the inspection. Involves physically inspecting all areas of the building, which would require walking and possibly some climbing, depending upon the building being inspected.

Involves the completion of an inspection report, which is hand written.

2. Pre-Fire plan inspections and related work.

Involves the same activities as those required for #1.

3. Installation of hydrant markers.

Requires the individual to drive to the hydrant location. Would involve placement of hydrant marker in street. This is done by gluing it down to the street. Would involve some bending.

4. Shunting fire alarm boxes and returning them to service.

Requires driving to the fire alarm box site. Some limited walking.

5. Station deliveries.

Ability to drive from station to station. From no walking to limited walking.

6. Picking up of supplies.

Ability to drive to desired location. Limited walking requirements.

7. Clerical functions.
 - a. Management of fire zone cards.
 - b. Incident reports.
 - c. Adapting hydrant maps to FMZS.
 - d. Special research projects.

Would require sitting at desk. Reading, and possibly filing. May involve some limited standing or walking.

8. Light housekeeping duties (self explanatory).

Transitional Work Program

The terms and conditions of the Transitional Work Program (TWP) are contained in the TWP Policy, the latest version being April 29, 2005.

APPENDIX "C"

PTO/VACATION DONATION TRANSFER FORM

TO BE COMPLETED BY EMPLOYEE WISHING TO DONATE PTO/VACATION:

Information for Employee Requesting Donated PTO/Vacation

Name: _____ Employee Number: _____

Title: _____ Department/Division: _____

Information for Employee Donating PTO/Vacation

Name: _____ Employee Number: _____

Title: _____ Department/Division: _____

Current PTO/Vacation Balance (hours): _____

Donation/Transfer Request (not to exceed 100 hours): _____

Balance After Transfer (hours – must be at least 200 PTO/100 Vacation): _____

I hereby request that the above PTO/Vacation hours be transferred and understand that my PTO/Vacation accruals will be reduced by the number of hours indicated above.

Employee Signature: _____ Date: _____

TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT:

Date Request Received: _____

(Hours transferred _____ multiplied by donating employee's hourly rate \$_____) divided by the hourly rate of the requesting employee \$_____ Equals the Total Hours Transferred _____.

☐ Approved

☐ Denied

Human Resources Director or designated representative

Date

cc: Personnel File

APPENDIX "D"

LEOFF TRUST CONTRIBUTION ANALYSIS

Definitions:

- I. Scheduled Contribution by Agreement** - 1.75% of F step rate of firefighter / EMT monthly base salary.
 - II. Comparative Cost Analysis** - Comparison of City Self-Insured Medical and Vision costs to LEOFF Trust and HRA costs for bargaining unit members based on same census and calculated annually at renewal.
 - III. Self Insured Cost Calculation - City** Self-Insured Medical composite rate plus the maximum liability change as calculated by Conover Insurance plus the composite Vision premium.
 - IV. Adjusted Contribution** - LEOFF Trust and HRA expected expenses that exceed the City self-insured cost calculation by comparative cost analysis will be distributed among IAFF members as additional bi-weekly payroll deductions.
 - V. Inaugural Year** - Scheduled as 2012 with an effective date of February 1, 2012.
1. For the inaugural year of 2012 an analysis of *comparative* costs will be made at mid-year and no later than June 15th, 2012 to determine the 2012 IAFF member contribution adjustment, if any. This calculation will be based on the actual monthly enrollment and administrative costs paid for the LEOFF Trust participants at mid-year 2012. By agreement for 2012 only, contributions will be adjusted beginning with the first payroll in July 2012 and will collect only 6 months of adjusted costs in the event that a cost deficit occurred.
 2. Beginning with calendar year 2013 – An analysis of *comparative* costs will be made when plan renewal costs have been solidified in 2012. If the LEOFF Trust 2013 monthly premium costs combined with all administration costs and HRA contribution expenses minus the total IAFF LEOFF member monthly contributions (per contract language) exceed the City 2012 self-funded monthly composite rate X the % of change in maximum liability for 2013 as determined by Conover Benefits, Inc. plus the monthly vision cost minus the designated 2013 scheduled tiered contributions, the difference in LEOFF Trust cost will be passed onto all LEOFF Trust employee participants equally through payroll deductions for 2013.
 3. Conversely if for 2013 the LEOFF Trust plan costs plus HRA contributions do not exceed the City's 2013 self-funded plan costs as calculated above in #2 for medical and vision benefits minus the designated tiered contributions, no change will affect the IAFF LEOFF Trust participant contributions and member contributions will be made as per the bargaining unit agreement.
 4. The same process as noted above in items # 2 and # 3 will apply for calendar year 2014.

5. Any savings illustrated by the annual evaluation of costs for the coming year will not affect a reduction in contributions below the bargaining unit agreement and will not carry over from year to year.

EXAMPLE OF COMPARATIVE COST EQUATION VS. LEOFF TRUST COST			
FOR ANALYSIS # 1	FOR ILLUSTRATION ONLY		
City Self-Insured Monthly HYPOTHETICAL COMPOSITE RATE	\$1,500.00	Employee Count	MONTHLY TOTALS
Conover Benefits, Inc. % of change in the Fixed + Maximum Liability from 2011 to 2012 Based on HYPOTHETICAL RENEWAL PROPOSAL	4.00%		
COMPARATIVE COST	\$1,560.00	53	\$82,680.00
Plus Monthly Vision Costs	\$21.03	53	\$1,114.59
SUB TOTAL			\$83,794.59
Minus Monthly Tiered Contributions			
EE Only	\$90.00	5	\$450.00
EE Plus Spouse	\$110.00	6	\$660.00
EE Plus Child / Children	\$100.00	7	\$700.00
EE Plus Spouse Plus Child / Children	\$125.00	35	\$4,375.00
		TOTAL	\$6,185.00
TOTAL MONTHLY COST			\$77,609.59
LEOFF TRUST PREMIUM 2012 - NEW RATE STRUCTURE		Estimated Census	
Employee, Spouse, Child	\$1,158.98	12	\$13,907.76
Employee, Spouse, Children	\$1,296.94	23	\$29,829.62
Employee only	\$420.82	5	\$2,104.10
Employee plus Spouse	\$896.82	6	\$5,380.92
Employee plus Child	\$682.98	3	\$2,048.94
Employee plus Children	\$820.94	4	\$3,283.76
			\$56,555.10
Plus HRA Set up \$600 / 12	\$50.00		\$50.00
Plus HRA Monthly Admin	\$5.25 ppm	53	\$278.25
Plus HRA Monthly Contribution by City			
EE Only \$2250.00 / 12	\$187.50	5	\$937.50
EE Plus Family \$4500.00 / 12	\$375.00	48	\$18,000.00
SUB TOTAL			\$75,820.85

Minus Monthly Contributions	\$0.00	5	
2011 1.75% F Step ESTIMATE	\$99.56	48	\$4,778.88
TOTAL MONTHLY COST			\$71,041.97
City Self Insured Plan MONTHLY			\$77,609.59
LEOFF Trust MONTHLY			\$71,041.97
MONTHLY DIFFERENCE			-\$6,567.62
City Self Insured Plan ANNUAL			\$931,315.08
LEOFF Trust ANNUAL		Minus	\$852,503.64
ANNUAL DIFFERENCE	(= SAVINGS)		\$78,811.44

EXAMPLE OF COMPARATIVE COST EQUATION VS. LEOFF TRUST COST			
FOR ANALYSIS # 2	FOR ILLUSTRATION ONLY		
City Self-Insured Monthly HYPOTHETICAL COMPOSITE RATE	\$1,400.00	Employee Count	MONTHLY TOTALS
Conover Benefits, Inc. % of change in the Fixed + Maximum Liability from 2011 to 2012 Based on HYPOTHETICAL RENEWAL PROPOSAL	0.50%		
COMPARATIVE COST	\$1,407.00	53	\$74,571.00
Plus Monthly Vision Costs	\$21.03	53	\$1,114.59
SUB TOTAL			\$75,685.59
Minus Monthly Tiered Contributions			
EE Only	\$90.00	5	\$450.00
EE Plus Spouse	\$110.00	6	\$660.00
EE Plus Child / Children	\$100.00	7	\$700.00
EE Plus Spouse Plus Child / Children	\$125.00	35	\$4,375.00
		TOTAL	\$6,185.00
TOTAL MONTHLY COST			\$69,500.59
LEOFF TRUST PREMIUM 2012 - NEW RATE STRUCTURE		Estimated Census	
Employee, Spouse, Child	\$1,158.98	12	\$13,907.76
Employee, Spouse, Children	\$1,296.94	23	\$29,829.62
Employee only	\$420.82	5	\$2,104.10

Employee plus Spouse	\$896.82	6	\$5,380.92
Employee plus Child	\$682.98	3	\$2,048.94
Employee plus Children	\$820.94	4	\$3,283.76
			\$56,555.10
Plus HRA Set up \$600 / 12	\$50.00		\$50.00
Plus HRA Monthly Admin	\$5.25 pppm	53	\$278.25
Plus HRA Monthly Contribution by City			
EE Only \$2250.00 / 12	\$187.50	5	\$937.50
EE Plus Family \$4500.00 / 12	\$375.00	48	\$18,000.00
SUB TOTAL			\$75,820.85
Minus Monthly Contributions	\$0.00	5	
2011 1.75% F Step ESTIMATE	\$99.56	48	\$4,778.88
TOTAL MONTHLY COST			\$71,041.97
City Self Insured Plan MONTHLY			\$69,500.59
LEOFF Trust MONTHLY			\$71,041.97
MONTHLY DIFFERENCE			\$1,541.38
City Self Insured Plan ANNUAL			\$834,007.08
LEOFF Trust ANNUAL		Minus	\$852,503.64
ANNUAL DIFFERENCE	Additional Cost		-\$18,496.56
Divided by 53 Members = \$29.08 per month Additional Contribution			

APPENDIX "D" CONTINUED			
COMPARATIVE COST EQUATION VS. LEOFF TRUST COST			
FOR 2015 Based on 2015-2017 Contract			
2014 City Self-Insured Monthly COMPOSITE RATE \$1350.36 X Maximum Liability Change 8.6%	\$1,466.49	Employee Count	MONTHLY TOTALS
Per Employee January 2015 Census as of 11/26/2014	\$1,466.49	55	\$80,656.95
Plus Monthly Vision Costs	\$22.29	55	\$1,225.95
SUB TOTAL			\$81,882.90
Minus Monthly Tiered 2015 Contributions			
EE Only	\$113.00	8	\$904.00
EE Plus Spouse	\$134.00	5	\$670.00
EE Plus Child / Children	\$123.00	4	\$492.00
EE Plus Spouse Plus Child / Children	\$153.00	38	\$5,814.00
		TOTAL	\$7,880.00
TOTAL MONTHLY COST			\$74,002.90
LEOFF TRUST PREMIUM 2015 - RENEWAL RATES	January Enrollment as of 11/26/2014	January 2015 Census	
Employee, Spouse, Child	\$1,310.60	11	\$14,416.60
Employee, Spouse, Children	\$1,466.60	27	\$39,598.20
Employee only	\$475.87	8	\$3,806.96
Employee plus Spouse	\$1,014.14	5	\$5,070.70
Employee plus Child	\$772.33	1	\$772.33
Employee plus Children	\$928.33	3	\$2,784.99
			\$66,449.78
HRA Renewal Admin Cost \$250.00/12	\$20.83		\$20.83
Plus HRA Monthly Admin	\$5.25 ppm	55	\$288.75
Plus HRA Monthly Contribution by City			
EE Only \$2250.00 / 12	\$187.50	8	\$1,500.00
EE Plus Family \$4500.00 / 12	\$375.00	47	\$17,625.00
SUB TOTAL			\$85,884.36
Minus Monthly Contributions	\$0.00	8	
2015 1.75% F Step	\$109.62	47	\$5,152.14
(2015 F Step = \$6264 per month)			
TOTAL MONTHLY COST			\$80,732.22
City Self Insured Plan MONTHLY			\$74,002.90
LEOFF Trust MONTHLY			\$80,732.22
DIFFERENCE (Divided by 55)		\$122.35	\$6,729.32
City Self Insured Plan ANNUAL			\$888,034.80
LEOFF Trust ANNUAL			\$968,786.64
DIFFERENCE			\$80,751.84
	Additional per EE per Month*		\$122.35
	Divided by 2 Payrolls*		\$61.175
* Rounded for Each payroll Contribution 2015 No Dependents		\$61.17	
*Rounded for Each payroll Contribution 2015 W/Dependents		\$115.98	
(2015 1.75% of F step = \$109.62 +122.35=\$231.97 / 2 = \$115.985, rounded to \$115.98)			lak 3/12/2015

APPENDIX "E"

MOU – Decision Algorithm for Newly Hired Firefighters



***Memorandum of Understanding between
the City of Richland and
the International Association of Firefighters Local 1052***

Decision Algorithm for Newly Hired IAFF Members

By this agreement, the parties acknowledge an amendment to Appendix A of the 2012-2014 Collective Bargaining Agreement for Rank and File only. Specifically, exceptions to the one-year incremental Steps for a newly hired firefighter identified in the agreement.

Appendix A is amended as follows (to be added following the section on paramedic certification pay):

DECISION ALGORITHM FOR NEWLY HIRED FIREFIGHTER STEP PLACEMENT:

Three algorithms are included to address: Newly hired firefighters with no, or insufficient, training, certification, and experience (Algorithm #1), newly hired firefighters from an approved JATC Program (Algorithm #2), and newly hired career firefighters from a non-JATC program (Algorithm #3).

Note: In cases when a newly hired firefighter is accepted without IFSAC FF1, FF2, and/ or HazMat Operations, due to other experience, training, or certifications, the City will not be responsible for the expenses incurred for a firefighter attaining said certifications in the future, including any replacement costs on shift.

This change will be reviewed by the Parties for its effectiveness and functionality after the second hiring cycle, in late December, 2014/early January, 2015. It may be extended, changed, or removed following the review.

[Add the algorithms]

For the City of Richland:


Cynthia D. Johnson
City Manager

7/11/2014
Date

For the Union:


Cory Henson
President, IAFF Local 1052

7/10/14
Date

Step Changes for New Hires

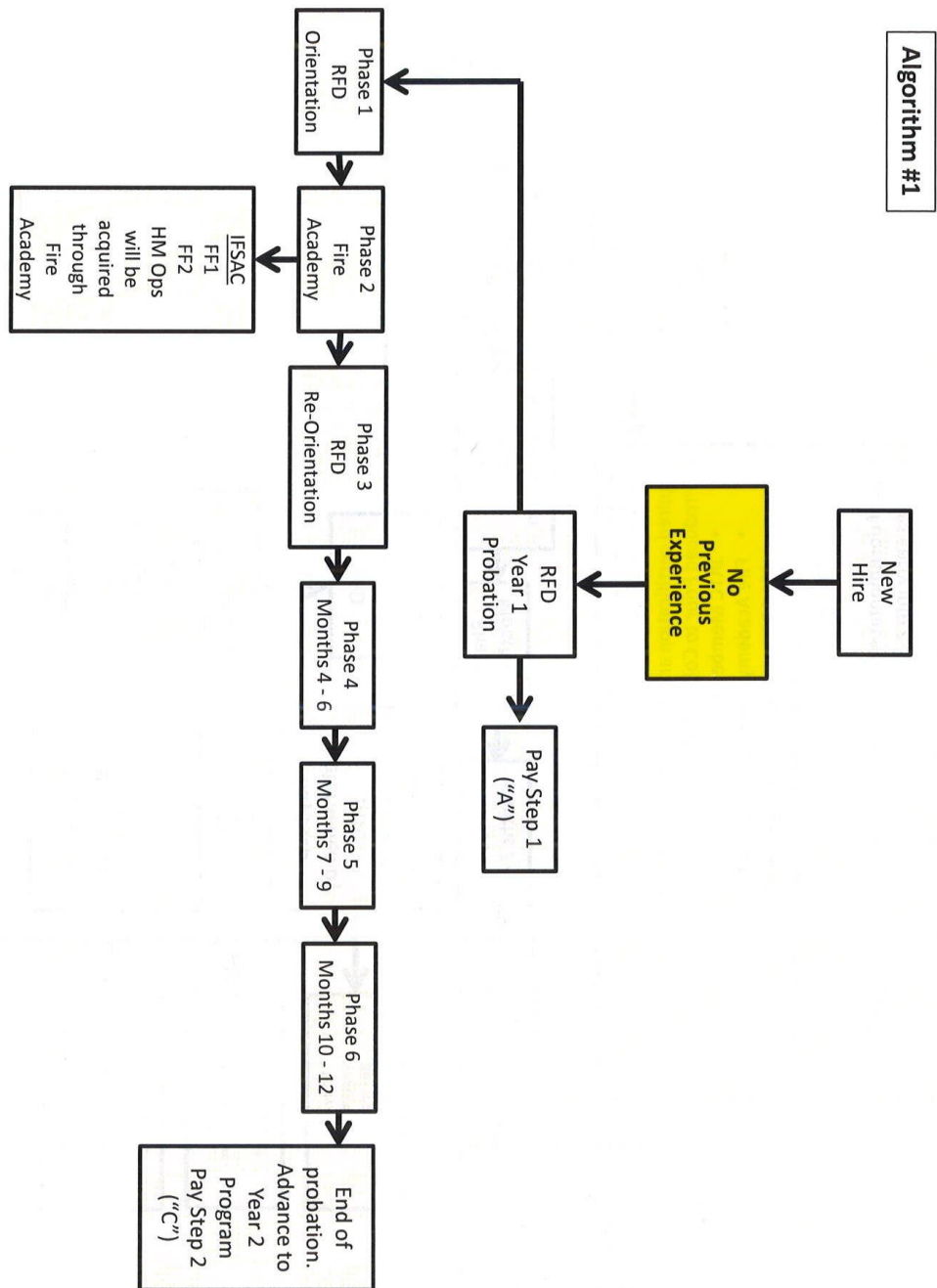
July 3, 2014


Grant Baynes
Fire & Emergency Services Director
Date 7/11/14

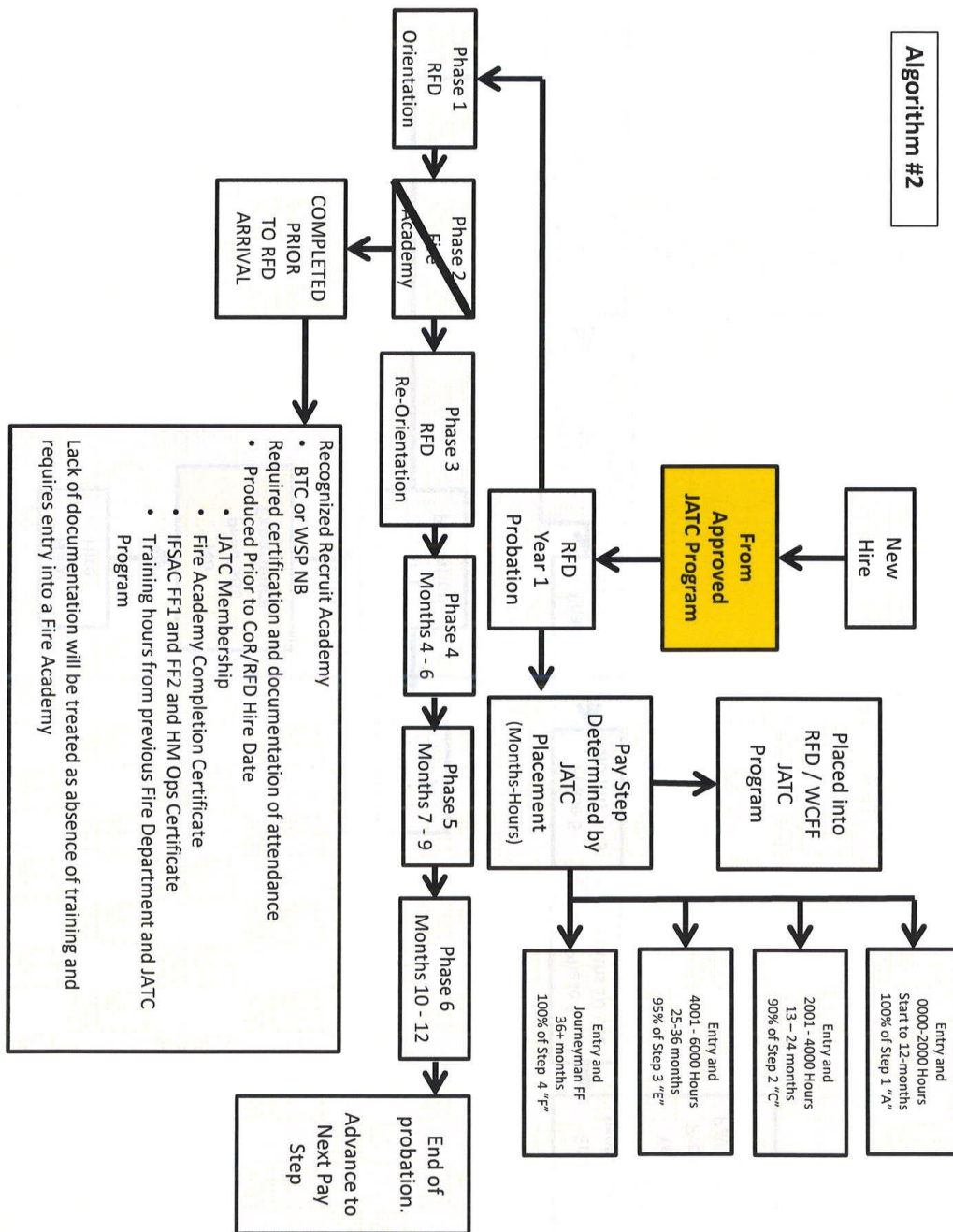

Cathleen Koch
Administrative Services Director
Date 7/14/14

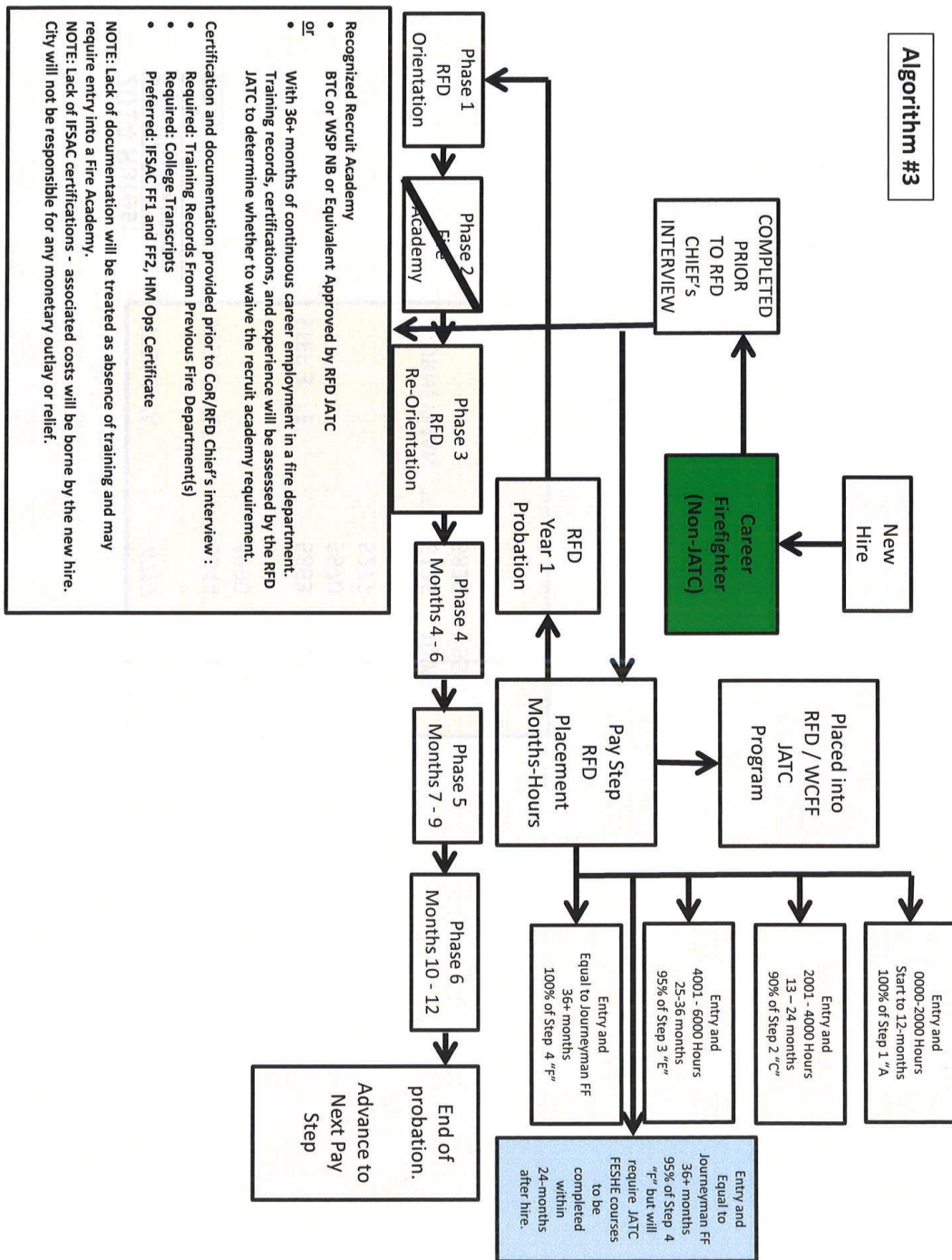

Allison Jubb
Human Resources Director
Date 7/11/14


Steve Austin
Secretary/Treasurer, IAFF Local 1052
Date 7/10/14



Algorithm #2





2014 Rates:
For illustration
only

STEP 1 "A"	4717	100%
STEP 2 "C"	5544	100%
	4990	90%
STEP 3 "E"	5863	100%
	5570	95%
	5277	90%
JOURNEYMAN "F"	6126	100%
	5820	95%
	5513	90%



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 89-15, Authorizing the City Manager to Sign and Execute an Agreement with BPA for Maintenance and Operations of Shared Distribution Power Poles

Department:

Energy Services

Ordinance/Resolution Number:

89-15

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 89-15, Authorizing the City Manager to sign and execute an agreement with Bonneville Power Administration (BPA) for maintenance and operation of shared distribution power poles.

Summary:

The City of Richland (City) entered into an agreement with the Bonneville Power Administration (BPA) on May 21, 2004, authorizing a project to design, construct, operate, and maintain segments of BPA and City-owned electrical transmission and distribution infrastructure. This project resulted in co-location of one City and one BPA electrical circuit on power poles owned by the City along Stevens Drive. The agreement set forth conditions related to ownership, operations, and maintenance of these co-located electrical circuits and associated power poles.

BPA has implemented a new standard agreement template to consistently memorialize the ownership, operations, and maintenance roles between BPA and its customers for infrastructure such as the co-located City / BPA electrical circuits and associated power poles. BPA requests the City sign a new agreement using the BPA standard template. This proposed new agreement incorporates the identical conditions related to ownership, operations, and maintenance originally set forth in the May 21, 2004, agreement.

Staff recommends the adoption of Resolution 89-15 authorizing the City Manager to sign and execute the new Maintenance Obligations and Ownership Agreement, BPA Contract No. 15TX-16082.

Fiscal Impact:

None.

Attachments:

1. Proposed Resolution No. 89-15
2. Proposed Agreement
3. April 22, 2004 Letter of Understanding

RESOLUTION NO. 89-15

A RESOLUTION of the City of Richland authorizing an agreement with Bonneville Power Administration for maintenance and operation of shared power poles.

WHEREAS, the City of Richland executed a Letter of Understanding with the Bonneville Power Administration (BPA) on May 21, 2004 (BPA Contract No. 04TX-11661) authorizing a project to design, construct, operate, and maintain segments of BPA and City-owned electrical transmission and distribution infrastructure; and

WHEREAS, the execution of BPA Contract No. 04TX-11661 resulted in co-location of one City and one BPA electrical circuit on power poles owned by the City; and

WHEREAS, BPA Contract No. 04TX-11661 included conditions related to the ownership, operations, and maintenance of these co-located electrical circuits and associated power poles; and

WHEREAS, BPA has implemented a new standard agreement template titled "Maintenance Obligations and Ownership Agreement" to memorialize the ownership, operations, and maintenance roles of BPA and its customers for infrastructure such as the segment of co-located electrical circuits and associated power poles constructed through the execution of BPA Contract No. 04TX-11661; and

WHEREAS, to memorialize the agreed upon ownership, operations, and maintenance conditions set forth in BPA Contract No. 04TX-11661 with BPA's new standard agreement template, BPA proposes to execute Maintenance Obligations and Ownership Agreement, BPA Contract No. 15TX-16082; and

WHEREAS, City staff has reviewed BPA's proposed agreement and concurs that BPA Contract No. 15TX-16082 sets forth identical conditions for ownership, operations, and maintenance of the co-located electrical circuits and associated power poles as exists through BPA Contract No. 04TX-11661.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, that the City Manager is hereby authorized to sign and execute Maintenance Obligations and Ownership Agreement, BPA Contract No. 15TX-16082.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

MAINTENANCE OBLIGATIONS AND OWNERSHIP AGREEMENT

executed by the

UNITED STATES OF AMERICA

DEPARTMENT OF ENERGY

acting by and through the

BONNEVILLE POWER ADMINISTRATION

and

CITY OF RICHLAND, WASHINGTON

Index to Sections

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9. Failure to Perform	5
10. Standard Provisions	6
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 Exhibit A Equipment Maintained by BPA	
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This MAINTENANCE OBLIGATIONS AND OWNERSHIP AGREEMENT (Agreement) is entered into by the UNITED STATES OF AMERICA, Department of Energy, acting by and through the BONNEVILLE POWER ADMINISTRATION (BPA), and CITY OF RICHLAND, WASHINGTON (Customer), hereinafter individually referred to as "Party" and collectively as "Parties".

RECITALS

WHEREAS, due to existing equipment ownership and maintenance arrangements, and security/access restrictions, the Parties desire to enter into an agreement providing for the maintenance and ownership of equipment as detailed in this Agreement;

WHEREAS, the Energy Policy Act of 2005 (Act) authorized the Federal Energy Regulatory Commission to approve Electric Reliability Standards with which users, owners and operators of the bulk power system are required to comply (Electric Reliability Standards);

WHEREAS, BPA's maintenance activities on Customer's equipment may be subject to the Electric Reliability Standards, and BPA agrees to be retained by Customer to perform and report to Customer on those activities in accordance with the applicable Electric Reliability Standards;

WHEREAS, Customer is the Registered Entity with compliance responsibility for the Electric Reliability Standards applicable to the equipment described herein; and

WHEREAS, BPA is authorized pursuant to law to maintain transmission facilities and equipment and to enter into agreements to carry out such authority;

In consideration of the promises and mutual covenants and agreements herein contained, the Parties agree as follows:

1. **TERM OF AGREEMENT**

This Agreement shall become effective at 0000 hours on the first calendar day of the month following the date that the Agreement has been signed by both Parties (Effective Date) and shall continue in effect for no longer than 30 years after the Effective Date unless otherwise terminated by the Parties.

This Agreement may be terminated by 12 months prior written notice by either Party.

In the event that the Agreement is terminated, all liabilities incurred hereunder are hereby preserved until satisfied.

2. DEFINITIONS

When used in this Agreement, the following terms have the meaning shown below:

- (a) "Business Day" means any day that is normally observed by the Federal Government as a workday.
- (b) "FERC" is the Federal Energy Regulatory Commission.
- (c) "NERC" is the North American Electric Reliability Corporation.
- (d) "WECC" is the Western Electricity Coordinating Council.

3. EXHIBITS

The following Exhibits are hereby incorporated into and made part of this Agreement:

- (a) Exhibit A Equipment Maintained by BPA
- (b) Exhibit B Notices

4. REVISION OF EXHIBITS

- (a) At any time, BPA may unilaterally revise Exhibit A pursuant to the notice requirements in Exhibit B to:
 - (1) document replacement or removal of equipment undertaken pursuant to Section 6; and
 - (2) upon 90 days written notice, incorporate revisions to charges described in Exhibit A.
- (b) Customer may request that BPA perform additional exhibit revisions to document Customer-driven asset changes.

5. OWNERSHIP OF EQUIPMENT

- (a) Unless joint ownership is indicated in Exhibit A, Customer is the sole owner and holds title to all equipment listed in Exhibit A. When joint ownership is indicated, all jointly owned equipment, facilities, and capital spare parts will be identified as such with co-ownership tags and signs.
- (b) Replacement and removal costs and the proceeds from the disposal of jointly owned equipment will be consistent with the ownership share percentages specified in Exhibit A.

6. MAINTENANCE AND REMOVAL OF CUSTOMER OWNED EQUIPMENT BY BPA

- (a) Customer shall grant BPA and its authorized contractors timely access to its facilities. BPA shall comply with Customer's safety, access and security requirements and shall provide reasonable notice to Customer of any outages of Customer equipment that must be taken to enable BPA to perform its obligations hereunder.
- (b) BPA shall, at BPA's expense, maintain the Customer owned equipment described in Exhibit A in the same manner in which BPA maintains similar equipment owned by BPA, and in accordance with the applicable Electric Reliability Standards.
- (c) In the event of a major failure or functional obsolescence of any of the equipment described in Exhibit A, the Parties shall negotiate and execute a mutually acceptable agreement providing for the replacement, repair, or removal of such equipment, with the expenses to be paid by Customer as the equipment owner. In the event of joint ownership, expenses will be shared by the Parties in accordance with their respective ownership percentages specified in Exhibit A.
- (d) If requested by Customer, BPA shall, at Customer's expense, remove and return to Customer some or all of the salvable facilities and equipment which are owned by Customer as described in Exhibit A. After such removal, BPA may, at Customer's expense, return the BPA facilities altered under the installation contract described in Exhibit A, to the configuration (1) existing before such contract was executed, or (2) as mutually agreed by the Parties.

7. LIABILITY

- (a) If BPA's negligence in performing its duties under this Agreement is responsible in whole or in part for Customer's failure to comply with Electrical Reliability Standards as applicable to the facilities and equipment listed in Exhibit A, BPA shall bear a share of any monetary penalty or cost of non-monetary sanctions imposed under Section 215 of the Federal Power Act based on its comparative fault determined pursuant to Section 9(g).
- (b) Except as specifically provided in Section 9(g) of this Agreement, in no event shall BPA be liable to Customer, its board of directors, officers, employees, agents or representatives for any lost or prospective profits or for any other special, punitive, exemplary, consequential, incidental or indirect losses or damages (in tort, contract or otherwise) under or in respect of this Agreement.

8. ADDITIONAL COMMITMENTS

- (a) BPA agrees to provide to Customer in quarter four (4) of each calendar year:
 - (1) Letter certifying BPA has maintained equipment listed in Exhibit A in accordance with BPA's maintenance procedures.
 - (2) Copy of BPA's maintenance procedures applicable to equipment listed in Exhibit A.
 - (3) Copy of maintenance performed as applicable to equipment listed in Exhibit A.
- (b) At the Customer's request in order to respond to an Electric Reliability Standard audit, BPA shall use reasonable efforts to provide all items listed in Section 8(a) and any additional documentation required on an as-needed basis.

9. FAILURE TO PERFORM

- (a) If BPA determines that it may not be in compliance with one or more of the requirements in Section 7(b), it shall notify Customer within three (3) Business Days of such determination.
- (b) If Customer determines that any Electric Reliability Standards may have been violated with respect to facilities and/or equipment listed in Exhibit A, Customer will notify BPA within 10 Business Days. Customer may elect to self report pursuant to WECC's Compliance and Enforcement Program (CMEP).
- (c) Customer will coordinate with BPA to create any Mitigation Plan that Customer prepares for submission to WECC. Customer will submit the Mitigation Plan and all related, required documentation to WECC.
- (d) Customer will notify BPA within 10 Business Days when a Notice of Alleged Violation (NOAV) is issued pursuant to the CMEP and provide BPA a copy of the NOAV. BPA shall treat the NOAV as confidential and it shall not be disclosed, except to BPA's employees, including executives and managers, legal advisors, consultants, and other representatives on a need to know basis. BPA shall not disclose the NOAV to any other parties without Customer consent.
- (e) Customer will not oppose any attempts by BPA to intervene in CMEP proceedings conducted by FERC, NERC, or WECC.
- (f) Customer shall have the sole discretion to decide whether to proceed through the Settlement Process or the Hearing Process under the CMEP.

- (g) In determining whether and to what extent BPA is responsible for any part of monetary penalties or the cost of non-monetary sanctions imposed under Section 215 of the Federal Power Act with respect to Customer's failure to comply with Electrical Reliability Standards as applicable to the facilities and equipment listed in Exhibit A:
- (1) The Parties shall use good faith efforts to reach agreement on the proper amount, if any, of the monetary penalty or cost of non-monetary sanctions that should be assumed by BPA due to BPA's comparative fault.
 - (2) If the determination of the amount of monetary penalties or cost of non-monetary sanctions to be assumed by Customer and BPA is not resolved after good faith efforts of the Parties to reach a resolution, the dispute may be submitted, upon mutual agreement of Customer and BPA, to binding arbitration administered by the American Arbitration Association under its Commercial Arbitration rules. If Customer and BPA agree to submit the dispute to binding arbitration, each Party shall have discovery rights as set out in the Federal Rules of Civil Procedure. Judgment upon any award rendered by an arbitrator may be entered in any court or administrative body having appropriate jurisdiction. In order to keep Customer whole, the award shall include interest, from the date of payment by Customer, on the amount of such monetary penalty or cost of non-monetary sanctions for which BPA is determined to be responsible. Interest shall be calculated as stated in Section 5(e)(3). The Parties shall equally share the cost of any arbitration process, including the cost of the arbitrator, court reporter, and room rental. Each Party shall be responsible for the cost of presenting its own case, including, without limitation, witnesses, attorneys, and consultants.

10. STANDARD PROVISIONS

- (a) **Amendments**
Except where this Agreement explicitly allows one Party to unilaterally amend a provision or revise an exhibit, no amendment or exhibit revision to this Agreement shall be of any force or effect unless set forth in a written instrument signed by authorized representatives of each Party.
- (b) **Assignment**
This Agreement is binding on any successors and assigns of the Parties. Neither Party may otherwise transfer or assign this Agreement, in whole or in part, without the other Party's written consent. Such consent shall not be unreasonably withheld.

(c) **Dispute Resolution**

- (1) Except as provided in Section 9(g) of this Agreement, in the event of a dispute arising out of this Agreement, the Parties shall negotiate in good faith to reach an acceptable and timely resolution. If the Parties are unable to resolve the dispute to their mutual satisfaction within five Business days, or any other mutually acceptable time period after negotiation begins, the Parties shall attempt in good faith to resolve the dispute through nonbinding mediation.
- (2) Except as provided in Section 9(g) of this Agreement, each Party shall be responsible for its own expenses and one-half of the expenses of the mediator.

(d) **Freedom of Information Act (FOIA)**

BPA may release information provided by Customer to comply with FOIA or if required by any other federal law or court order. For information that Customer provides pursuant to Section 9(d), or designates in writing as proprietary, BPA will limit the use and dissemination of that information within BPA to employees who need the information for purposes of this Agreement.

(e) **Governing Law**

This Agreement shall be interpreted, construed and enforced in accordance with Federal law.

(f) **No Third Party Beneficiaries**

This Agreement is made and entered into for the sole benefit of the Parties, and the Parties intend that no other person or entity shall be a direct or indirect beneficiary of this Agreement.

(g) **Section Headings**

Section headings and subheadings appearing in this Agreement are inserted for convenience only and are not be construed as interpretations of text.

(h) **Several Obligations**

Except where specifically stated in this Agreement, the duties, obligations and liabilities of the Parties are intended to be several and not joint or collective.

(i) **Uncontrollable Forces**

The Parties shall not be in breach of their respective obligations to the extent the failure to fulfill any obligation is due to an Uncontrollable Force.

“Uncontrollable Force” means an event beyond the reasonable control of, and without the fault or negligence of, the Party claiming the Uncontrollable Force that prevents that party from performing its contractual obligations under this Agreement and which, by exercise of that Party’s reasonable care,

diligence and foresight, such Party was unable to avoid. Uncontrollable Forces include, but are not limited to:

- (1) strikes or work stoppage;
- (2) floods, earthquakes, or other natural disasters; terrorist acts; and
- (3) final orders or injunctions issued by a court or regulatory body having competent subject matter jurisdiction which the Party claiming the Uncontrollable Force, after diligent efforts, was unable to have stayed, suspended, or set aside pending review by a court of competent subject matter jurisdiction.

Neither the unavailability of funds or financing, nor conditions of national or local economies or markets shall be considered an Uncontrollable Force. The economic hardship of either Party shall not constitute an Uncontrollable Force. Nothing contained in this provision shall be construed to require either Party to settle any strike or labor dispute in which it may be involved.

If an Uncontrollable Force prevents a Party from performing any of its obligations under this Agreement, such Party shall: (1) immediately notify the other Party of such Uncontrollable Force by any means practicable and confirm such notice in writing as soon as reasonably practicable; (2) use its best efforts to mitigate the effects of such Uncontrollable Force, remedy its inability to perform, and resume full performance of its obligation hereunder as soon as reasonably practicable; (3) keep the other Party apprised of such efforts on an ongoing basis; and (4) provide written notice of the resumption of performance. Written notices sent under this section must comply with Exhibit B.

(j) **Waivers**

No waiver of any provision or breach of this Agreement shall be effective unless such waiver is in writing and signed by the waiving Party, and any such waiver shall not be deemed a waiver of any other provision of this Agreement or any other breach of this Agreement.

11. SIGNATURES

The Parties have executed this Agreement as of the last date indicated below.

CITY OF RICHLAND, WASHINGTON

UNITED STATES OF AMERICA
Department of Energy
Bonneville Power Administration

By: _____

By: _____

Name: Cynthia D. Johnson
(Print/Type)

Name: Eric H. Carter
(Print/Type)

Title: City Manager

Title: Senior Transmission Account Executive

Date: _____

Date: _____

CCM:15TX-16082_MO&O_CT_Word.docx

EXHIBIT A
FACILITIES AND EQUIPMENT OWNED BY CITY OF RICHLAND, WASHINGTON
AND MAINTAINED BY BPA

TABLE 1
STEVENS DRIVE SUBSTATION

WHITE BLUFFS – STEVENS DRIVE No 2, 115kV LINE

BPA Equipment Position	BPA Equipment No.	Customer Equipment No.	Equipment Description	BPA Equipment Category	Installed under Contract No.	Annual Charge¹ \$
WHBL-STDV- 2	N/A	N/A	The White Bluffs-Stevens Drive No. 2 115 kV Conductor and structure, starting at 9/7 at Stevens Drive Substation through 8/6 at Saint Street along the BPA double circuit structures of the White Bluffs-Stevens Drive No 2, 115kV line.	Conductor and Structures	04TX-11661	City of Richland will pay for parts & material and BPA will pay for labor per 04TX-11661

Total Annual Charge: = \$0

Total Monthly Charge¹: Total Annual Charge / 12 = \$0

CCM:15TX-16082_ExhA_Tbl1_CT_Word.docx

¹ The Total Monthly Charge has been adjusted for 12 equal whole dollar monthly payments.

**EXHIBIT B
NOTICES**

1. NOTICES RELATING TO PROVISIONS OF THE AGREEMENT

Any notice required under this Agreement, other than notices of an operating nature (Section 2 below), shall be in writing and shall be delivered in person; or with proof of receipt by a nationally recognized delivery service or by United States Certified Mail. Notices are effective when received. Either Party may change the name or address for receipt of notice by providing notice of such change. The Parties shall deliver notices to the following person and address:

If to the Customer:

City of Richland, Washington
840 Northgate Drive
Richland, WA 99382
Attention: Robert Hammond
Title: Director of Energy Services
Phone: (509) 942-7402
Fax: (509) 942-7405
E-mail: rhammond@ci.richland.wa.us

If to BPA:

Attention: Transmission Account Executive
for City of Richland, Washington – TSE/TPP-2
Phone: (360) 619-6016
Fax: (360) 619-6940

If by First Class Mail:

Bonneville Power Administration
P.O. Box 61409
Vancouver, WA 98666-1409

If by Overnight Delivery Service:

Bonneville Power Administration – TSE/TPP-2
7500 NE 41st Street, Suite 130
Vancouver, WA 98662

2. NOTICES OF AN OPERATING NATURE

The Customer shall provide BPA with the name (or title), address, voice phone number and Fax number for routine operational activities performed under this Agreement. Such operational activities shall include, but are not limited to outage coordination, generation dispatch and system dispatch. Any notice, request or demand of an operating nature between BPA and the Customer shall be made orally or in writing, by facsimile, by First Class mail or overnight delivery service.

If to the Customer:

City of Richland, Washington
840 Northgate Drive
Richland, WA 99382
Attention: Robert Hammond
Title: Director of Energy Services
Phone: (509) 942-7402
Fax: (509) 942-7405
E-mail: rhammond@ci.richland.wa.us

If to BPA:

Primary Contact:

Munro Dispatch:
Phone: (509) 465-1820
or (888) 835-9590
Fax: (509) 466-2444

Secondary Contact:

Dittmer Dispatch:

Phone: (360) 418-2281 or 418-2280
or (503) 283-8501

Fax: (360) 418-2938

Outage Coordination:

Dittmer Control Center Outage Office

Phone: (360) 418-2274
or (360) 418-2275

Fax: (360) 418-2214

3. FOR REPORTING OF COMPLIANCE DOCUMENTATION

If to the Customer:

City of Richland, Washington
840 Northgate Drive
Richland, WA 99382
Attention: Robert Hammond
Title: Director of Energy Services
Phone: (509) 942-7402
Fax: (509) 942-7405
E-mail: rhammond@ci.richland.wa.us

If to the BPA Reliability Program:

E-mail: CSReliabilityProgram@bpa.gov

If by First Class Mail:

Bonneville Power Administration
Attention: Transmission Reliability
Program – TPC/TPP-4
P.O. Box 61409
Vancouver, WA 98666

If by Overnight Delivery Service:

Bonneville Power Administration
Attention: Transmission Reliability
Program – TPC/TPP-4
7500 NE 41st Street – Suite 130
Vancouver, WA 98662

CCM:15TX-16082ExhB_Tbl1_CT_Word.docx



Department of Energy
Bonneville Power Administration
P.O. Box 61409
Vancouver, Washington 98666-1409

TRANSMISSION BUSINESS LINE

April 22, 2004

In reply refer to: TM/-OPP-2

AUTHENTICATED

Contract No. 04TX-11661
LETTER OF UNDERSTANDING

Mr. Ray Sieler, Energy Services Director
City of Richland
P. O. Box 190
Richland, WA 99352

Dear Mr. Sieler:

The Bonneville Power Administration (BPA) Transmission Business Line and the City of Richland (City), hereinafter referred to as the Parties, have determined that the transmission project described below would prove mutually beneficial. The White Bluffs – Richland relocation project (Project) essentially entails moving several spans of an existing BPA 115 kV transmission line that runs between the City's Stevens Drive Substation and McMurtry Street and through the backyards of approximately 30 homeowners. The line will be relocated to Stevens Drive where the City's line currently exists and the existing structures on Stevens Drive will be modified or replaced. This Project will prove beneficial to BPA due to the issues and complexities currently involved with performing maintenance on this line section; to the City with the removal of the line and easements on the homeowners' property; and, to both Parties by addressing the ownership issues associated with the two White Bluffs – Stevens Drive transmission lines.

Therefore the Parties agree to the following:

1. SCHEDULE

The Parties have set a tentative schedule to complete the Project by Spring 2005. More specifically, the tentative schedule entails addressing public relations beginning in March 2004, design and fabrication of facilities from March to August 2004, approximately a five-week outage of the No. 1 circuit along Steven's Drive and intermittent outages of the No. 2 circuit as needed during September to October 2004 for construction, and subsequent removal/cleanup of the existing BPA line, working with the landowner to minimize the impact on their properties.

2. PUBLIC PROCESS

The Parties shall perform a joint public information process led by BPA. This process tentatively entails distribution of pamphlets with a local telephone number to contact BPA, provide public notice, and a public meeting within 4 to 6 weeks to explain the Project and respond to public concerns.

3. COST RESPONSIBILITIES

The estimated cost of the Project is \$300,000. BPA shall be responsible for the cost of the Project, including any costs in excess of this estimate, less the payment by the City to BPA as described in this paragraph. The City shall make payment to BPA of \$20,000 payable within 30 days of execution of this Agreement. If for any reason BPA decides not to proceed with the Project, BPA shall notify the City and refund to the City the \$20,000 payment within 30 days.

4. CONSTRUCTION RESPONSIBILITIES**(a) BPA shall:**

- (1) Obtain the necessary property rights from Saint Street to McMurray Street then on to Stevens Drive Substation to relocate the additional transmission line.
- (2) Perform all design and construction required to complete this Project.
- (3) In coordination with the City, schedule required outages to perform the construction,
- (4) Furnish all equipment and facilities required to complete this Project, except those responsibilities identified in section 4(b)(3) below.
- (5) Remove all conductor from the existing transmission line running through the property owners' yards.
- (6) Cut down the wood poles to a short stump in preparation for removal.
- (7) Upon completion of the project, release all easements it currently possesses for the transmission line running through the property owners' yards.

(b) The City shall:

- (1) Provide all technical data associated with the existing transmission line structures on Stevens Drive.
- (2) Assist BPA with the removal of all of BPA's laminated wood utility poles cut and prepared by BPA on BPA's existing transmission line running through the property owners' yards.
- (3) Assist BPA in restoring the property where these poles were located to a reasonable level negotiated with the landowners.

5. OWNERSHIP

(a) Transmission Lines

Upon completion of this Project, each Party shall own one contiguous circuit between BPA's White Bluff Substation and the City's Stevens Drive Substation. BPA will own the Number 1 (East) circuit and the City shall own the Number 2 (West) circuit. BPA shall have all capacity rights on the Number 1 line and all capacity rights on the Number 2 line in excess of those needed by the City for its current and future local loads. There shall be no charge for BPA's use of the City's Number 2 circuit.

(b) Transmission Line Structures

Upon completion of this Project, the City will retain ownership of its existing double circuit structures, located between McMurry and Saint Street, and BPA would own the new double circuit structures along Stevens Drive from the structure at McMurray Street and Stevens Drive to the Stevens Drive Substation.

6. OPERATIONS AND MAINTENANCE

Upon completion of this Project, BPA shall be responsible for operations and electrical maintenance of both the City's and BPA's transmission lines located on double circuit structures between the Stevens Drive Substation north to Saint Street. The City shall be responsible for the costs of parts, not including labor, associated with the maintenance of the City's line and structures, and BPA shall be responsible for parts associated with BPA's line and structures. In the event of a major failure of any of the facilities mentioned above, the Parties shall use every reasonable effort in good faith to negotiate a mutually acceptable agreement, including parts and labor, for the replacement, repair or removal of such equipment.

7. ENVIRONMENTAL

The Parties recognize that BPA has not completed its environmental review under the National Environmental Policy Act (NEPA). This Agreement does not constitute a binding commitment on the part of BPA to proceed with the Project under this Agreement. Upon completion of the NEPA process, BPA will notify the City of its findings and decide whether to proceed with this Project.

If the foregoing terms and conditions are acceptable to the City, please sign and return one original of this Agreement no later than May 24, 2004, along with the required payment. If you choose to return the original via overnight mail, please address it to my attention at Bonneville Power Administration, Mail Stop TM/OPP-2, 8100 NE Parkway Drive Suite 50, Vancouver, WA 98662. The remaining copy is for City files.

Sincerely,

/S/ BRIAN D ALTMAN

Brian D. Altman
Transmission Account Executive
Transmission Marketing and Sales

ACCEPTED:

CITY OF RICHLAND

By **/S/ JOHN C DARRINGTON**

Name **John C. Darrington**
(Print/Type)

Title **City Manager**

Date **5/21/04**

bcc:

B. Altman – TM/OPP-2

C. Sweeney – TMC/OPP-2

L. Cayabyab - TMM-MODD

T. Conn – TFC/Walla Walla

Customer File – TM/OPP-2 (TM-11 Richland)

Official File – TMC/OPP-2

CSweeney:crs:llh:6704:(W:/TMC/CT/Richland/LOU-MOA/10661.doc) 4/21/04



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Resolutions – Adoption

Key Element: Key 6 - Community Amenities

Subject:

Resolution No. 90-15, Approving 2015 Park Partnership Funding Awards

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

90-15

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 90-15, approving 2015 Park Partnership Program Funding Awards.

Summary:

The City implements an annual process called the "Park Partnership Program" that matches city funding with private funding (in cash or in-kind) for physical improvements in Richland Parks. The program is funded by the City's Park Reserve Fund.

A total of five applications were received in 2015; all meeting the criteria for eligibility.

1. Sundance Ridge HOA: Install benches, trees & shrubs, landscape rock and finish curbing at Heritage Hills Park. Requesting \$3,600.

2. Tapteal Greenway Association: Removal of illegally dumped material, installation of boulders and gate to reduce illegal access to WE Johnson Park. Requesting \$1,225.

3. Columbia Basin BMX: Reset and cement approximately 200 bollards around the Horn Rapids BMX track and construct sidewalk around the back of the track corners to access viewing areas. Requesting \$2,788.70.

4. North Leslie Groves Natural Area Restoration Group: Purchase native plants, seed and spray to control/eliminate weeds and non-native species. Requesting \$3,970.

5. Ryan Warren: Purchase materials for restroom at Stevens Park. Requesting \$5,000.

The total funding request is \$16,583.70.

On April 9, 2015, the Parks and Recreation Commission voted unanimously to recommend Council approve the requested funding for the five Park Partnership Program applicants. The Commission also recommended that the Tapteal Greenway Association's request be increased to a total of \$2,450 to purchase two gates so that the proposal meets City standards.

The funding requests (\$16,583.70) plus the additional funding to meet City gate standards (\$1,225) totals \$17,808.70.

Fiscal Impact:

The 2015 Park Reserve Fund operating budget includes \$20,000 for Park Partnership Program projects. The total request plus additional funding to meet City gate standards is \$17,808.70.

Attachments:

1. Park Partnership Program Applications
2. Resolution No. 90-15 Park Partnership Program



City of Richland Parks and Recreation Department

Park Partnership Program 2015

Application

Project Information

Name of Park: WE Johnson

Project Location in Park: Trail system throughout park

Brief Description of Project: Removal of illegally dumped yard waste. Installation of boulders and vehicle barrier gate to prevent unauthorized vehicle access onto trail system. Installation of additional trail signs along Tapteal Trail, Tapteal Spur and Loop Trail.

Contact Person

Name: Dirk Peterson

Organization Representing: Tapteal Greenway

Contact Address: PO Box 3007

City/State/ZIP: Richland, WA 99354

Home Phone: 509-375-7737

Work Phone:

FAX:

E-mail: taptealgreenway@gmail.com

Project Cost

Amount from City: \$1225 (maximum \$5,000.00)

Cash Amount from Applicant: \$695

"In-Kind" Amount from Applicant: \$530

Cash from Other Sources: \$

Total Project Cost: \$2450

Return completed Application to:

City of Richland
Parks and Recreation Department
500 Amon Park Drive
Richland, Washington 99352

DUE DATE: 4:00 pm, the second Monday of March, 2015



**City of Richland
Parks and Public Facilities Department**

Park Partnership Program Application

Draft Budget Plan

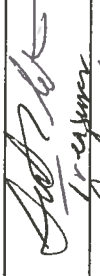
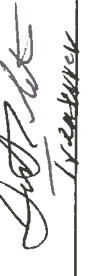
	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
Trail clean up	\$180	\$180		
Sign installation	\$90	\$90		
Sub Total	\$270	\$270	\$	\$
2. Supplies/ Equipment Materials				
Vehicle barrier gate	\$1400		\$175	\$1225
Boulders	\$350		\$350	
Trail signs	\$250	\$100	\$150	
Sign posts	\$180	\$160	\$20	
Sub Total	\$2180	\$260	\$695	\$1225
3. Professional Services				
Sub Total	\$	\$	\$	\$
4. Construction/Capital				
Sub Total			\$	\$
PROJECT TOTAL	\$2,450	\$530	\$695	\$1225



City of Richland
Parks and Public Facilities Department
Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to Tapteal Greenway for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature
Supply trail signs and posts	Tapteal Greenway	PO Box 3007, Richland			\$260	
Trail clean up	Tapteal Greenway	PO Box 3007, Richland		16	\$184	
Sign installation	Tapteal Greenway	PO Box 3007, Richland		8	\$92	



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
2015
Application**

Project Information

Name of Park: *Heritage Hills/Sundance*
Project Location in Park:

Brief Description of Project:

Add memorial benches, finish curb and rock, add trees and shrubs

Contact Person

Name: *Becky Mayer*
Organization Representing: *Sundance Ridge HOA*
Contact Address: *424 Sundance DR*
City/State/ZIP: *Richland, WA 99352*

Home Phone: *509-539-7314*

Work Phone: *509-539-7314*

FAX:

E-mail: *beck_mayer@charter.net*

Project Cost

Amount from City: \$ *3600.⁰⁰* (maximum \$5,000.00)
Cash Amount from Applicant: \$ *3675.⁰⁰*
"In-Kind" Amount from Applicant: \$
Cash from Other Sources: \$
Total Project Cost: \$ *7275.⁰⁰*

Return completed Application to:

City of Richland
Parks and Recreation Department
500 Amon Park Drive
Richland, Washington 99352

**City of Richland
Parks and Public Facilities Department**

Park Partnership Program Application

Draft Budget Plan

Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
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\$7275 \$3675 \$3600

1. Personnel				
labor 4 hrs		2	00	
Sub Total		2	00	
2. Supplies/ Equipment Materials				
2 Memorial benches	5	0	00	
trees(5) shrubs (12)	1	1	20	
Rock/fabric		6	50	
Sub Total	6	7	70	
3. Professional Services				
curb	3	0	5	
Sub Total	\$	3	05	
4. Construction/Capital				
Sub Total			\$	\$

PROJECT TOTAL	7275	75		
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DUE DATE: 4:00 pm, the second Monday of March, 2015

City of Richland
Parks and Public Facilities Department

Park Partnership Program Application



Draft Work Plan

Steps	Responsible Party	Completion Date
	City of Richland/HOA	June 2015
	HOA	June 2015
	HOA	June 2015
	HOA	June 2015

Park benches installed
Plant trees / shrubs
Rock / fabric / curb



City of Richland Parks and Recreation Department

Park Partnership Program

2015

Application

Project Information

Name of Park: Leslie Groves

Project Location in Park: The portion of the park just north of Snyder St, between the bike path and Harris Ave.

Brief Description of Project: This is a continuation of a native plant restoration project in Leslie Groves North. Last year we used/are using Parks Partnership funds to install a split rail fence plus mesh screen along Harris and the bike path, to spray the area, to place 15000 sq ft of fabric matting, and to plant 125 native plants. We spent a good part of the year watering the plants we'd planted the previous year, raking leaves in the fall/winter/spring, and weeding in the spring/summer/fall. This next year we'd like to purchase more native plants, mainly for the fabric matting but also for the area that we started planting last year (the northernmost section of our plantings). We'd also like to purchase native grass seed to spread in the more open spots in the area that we've been planting. And we'd like to have the area sprayed again to help the native plants continue to crowd out the weeds.

Contact Person

Name: Debbie Berkowitz

Organization Representing: Washington Native Plant Society, Columbia Basin Chapter; Lower Columbia Basin
Audubon Society; neighborhood group

Contact Address: 544 Franklin

City/State/ZIP: Richland, WA 99354

Home Phone: 375-4740

Cell Phone: 308-0219

FAX:

E-mail: cdandrb@charter.net

Project Cost

Amount from City: \$ 3970 (maximum \$5,000.00)

Cash Amount from Applicant: \$

"In-Kind" Amount from Applicant: \$2576

Cash from Other Sources: \$

Total Project Cost: \$6546

Return completed Application to:

City of Richland
Parks and Recreation Department
500 Amon Park Drive
Richland, Washington 99352

DUE DATE: 4:00 pm, the second Monday of March, 2015



**City of Richland
Parks and Public Facilities Department**

Park Partnership Program Application

Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
4+ people to water, weed, cut back matting		140 hrs labor (\$1610)		
8+ people to plant, spread seeds		40 hrs labor (\$460)		
4+ people to rake leaves		40 hrs labor (\$460)		
4 people to make/reinstall mesh gates		4 hrs labor (\$46)		
Sub Total		224 hrs labor (\$2576)	\$	\$
2. Supplies/ Equipment Materials				
Plants – 250 1 gal native plants w watering tubes (up to 125 installed in matting)	\$2240			\$2240
Native Seeds	\$100			\$100
Sub Total	\$2340			\$2340
3. Professional Services				
Spray application	\$1630			\$1630
Sub Total	\$1630	\$	\$	\$1630
4. Construction/Capital				
Sub Total			\$	\$
PROJECT TOTAL	\$3970	224 hrs labor (\$2576)		\$3970



City of Richland
Parks and Public Facilities Department

Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to _____ for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature
Weed, water, rake, plant, install mesh	Debbie Berkowitz	544 Franklin St. 99354	375-4740	60	\$690.00	
Weed, water, rake, plant, install mesh	Murrel Dawson	9614 Vincenzo Dr. 99301	531-0069	35	\$402.50	
Weed, water, rake, plant, install mesh	Jack Dawson	9614 Vincenzo Dr. 99301	531-0069	35	\$402.50	
Weed, water, rake, plant, install mesh	Don Bihl	701 Snyder 99354	375-0660	35	\$402.50	
Water, plant, weed	Various individuals typically donate a couple of hrs of time during the year					



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
2015**

Application

Project Information

Name of Park: Stevens Park

Project Location in Park: Southeast

Brief Description of Project: A 3 room restroom (one male stall, one female stall, and one mechanical room).

Contact Person

Name: Ryan Warren

Organization Representing: Boy Scouts of America

Contact Address: 1074 S. 54th Ave.

City/State/ZIP: 99353

Home Phone: 1(509)967-5419

Work Phone: N/A

FAX: N/A

E-mail: rwarren728@gmail.com

Project Cost

Amount from City: \$5000.00 (maximum \$5,000.00)

Cash Amount from Applicant: \$3900.00

"In-Kind" Amount from Applicant: \$5798.21 (to date)

Cash from Other Sources: \$8600.00 (to date)

Total Project Cost: \$18,198.21

Return completed Application to:

City of Richland
Parks and Recreation Department
500 Amon Park Drive
Richland, Washington 99352

DUE DATE: 4:00 pm, the second Monday of March, 2015



**City of Richland
Parks and Public Facilities Department**

Park Partnership Program Application

Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
Volunteer Labor (e.g. Scouts)	\$5000.00	\$0	\$0	\$0
Sub Total	\$5000.00	\$0	\$0	\$0
2. Supplies/ Equipment Materials				
Base	\$1000.00	\$100	\$900	\$0
Walls	\$4500.00	\$1500	\$3000	\$0
Roof	\$1000.00	\$1000	\$0	\$0
Fixtures/Equipment	\$5000.00	\$0	\$0	\$5000
Plumbing	\$1000.00	\$1000	\$0	\$0
Electrical	\$1000.00	\$1000	\$0	\$0
Sub Total	\$12000.00	\$4600	\$3900	\$5000
3. Professional Services				
Concrete Installation	\$355.21	\$355.21	\$0	\$0
Plumbing	\$184.00	\$184.00	\$0	\$0
Electrical	\$115.00	\$115.00	\$0	\$0
Mason	\$184.00	\$184.00	\$0	\$0
Sub Total	\$838.21	\$838.21	\$0	\$0
4. Construction/Capital				
Backhoe	\$80.00	\$80.00	\$0	\$0
Compactor	\$60.00	\$60.00	\$0	\$0
Laser Level	\$120.00	\$120.00	\$0	\$0
Rebar Bender	\$50.00	\$50.00	\$0	\$0
Concrete Mixer	\$50.00	\$50.00	\$0	\$0
Sub Total	\$360.00	\$360.00	\$0	\$0
PROJECT TOTAL	\$ 18198.21	\$5798.21	\$3900	\$5000



City of Richland
Parks and Public Facilities Department
Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to Ryan Warren's Eagle Scout Project for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature
Labor	Multiple*	X	X	174.64	\$2060.23	*
Financial Support	Thrivent	623 W Kennewick Ave Kennewick, WA	(509) 582-0570	X	\$1600	
Financial Support	RLC Foundation	901 Van Giesen Street, Richland, WA 99354	(509) 943-3164	X	\$7000	<i>Arthur C. Boyd</i>
Materials	Kennewick Industrial & Electrical Supply	11919 Harris Road, Pasco, WA 99301	(509) 545-8405	X	\$ 200	
Materials	American Rock Products	2090 Robertson Drive, Richland, WA 99354	(509) 375-1021	X	\$700	
Equipment	Northwest Rentals	4810 West Van Giesen Street West Richland, WA	(509) 967-0221	X	\$205.36	
Materials	Applicant	1074 S. 54 th Ave., West Richland, WA 99353	(509) 967-5419	X	\$240.21 (to date)	

*refer to the Group Roster



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
2015**

Application

Project Information

Name of Park: **Horn Rapids Athletic Complex**

Project Location in Park: **Columbia Basin BMX Track**

Brief Description of Project: **Reset and cement approximately 200 Bollards around property, and form and pour cement sidewalk around back of track corners for spectators to reach race viewing areas (Pictures attached).**

Contact Person

Name: **Kevin Rowe**

Organization Representing: **Columbia Basin BMX**

Contact Address: **5703 Kenra Loop**

City/State/ZIP: **West Richland, WA 99353**

Home Phone: **509-713-0977** Work Phone: **509-713-0977**

FAX: E-mail: **Kevin@vericontechnical.com**

Project Cost

Amount from City: **\$2,788.70** (maximum \$5,000.00)

Cash Amount from Applicant: **\$0**

"In-Kind" Amount from Applicant: **\$2,806.00**

Cash from Other Sources: **\$374.88**

Total Project Cost: **\$5,969.58**

Return completed Application to:

City of Richland
Parks and Recreation Department
500 Amon Park Drive

Richland, Washington 99352

DUE DATE: 4:00 pm, the second Monday of March, 2015



**City of Richland
Parks and Public Facilities Department**

Park Partnership Program Application

Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
Volunteer #1	\$575.00			
Volunteer #2	\$575.00			
Volunteer #3	\$575.00			
Volunteer #4	\$575.00			
Volunteer #5	\$253.00			
Volunteer #6	\$253.00			
Sub Total	\$2,806.00	CBBMX Volunteers	\$2,806.00	\$0
2. Supplies/ Equipment Materials				
23.43 Yards Cement	\$2483.58	15% Discount American Rock	\$374.88	\$2,108.70
200 I-Bolts	\$480.00	N/A	\$0	\$480.00
Wood Forms & Misc	\$200	N/A	\$0	\$200.00
Sub Total			\$374.88	\$2,788.70
3. Professional Services				
Sub Total	\$	\$	\$	\$
4. Construction/Capital				
Sub Total			\$3,180.88	\$2,788.70
PROJECT TOTAL				\$5969.58



City of Richland
Parks and Public Facilities Department
Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to Columbia Basin BMX for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature
Pullout, re-dig and reset bollards, backfill, concrete and set I-Bolts	Shawn Meininger	4415 Kubota Lane Pasco, WA 99301	360-433-1084	50	\$575.00	
Pullout, re-dig and reset bollards, backfill, concrete and set I-Bolts	Kevin Rowe	5703 Kenra Loop West Richland, WA 99353	509-713-0977	50	\$575.00	
Pullout, re-dig and reset bollards, backfill, concrete and set I-Bolts	Bill Case	3807 W. 20 th Avenue Kennewick, WA 99338	509-737-7845	50	\$575.00	
Pullout, re-dig and reset bollards, backfill, concrete and set I-Bolts	Robert Pennington	406 Abbot Richland, WA 99352	509-531-2405	50	\$575.00	
Level, build in forms, lay and finish concrete	Josh Hughes	1116 Pompano Ct Richland, WA 99352	509-308-7116	22	\$253.00	
Level, build in forms, lay and finish concrete	Shawn Meininger	4415 Kubota Lane Pasco, WA 99301	360-433-1084	22	\$253.00	

RESOLUTION NO. 90-15

A RESOLUTION of the City of Richland Approving the
2015 Park Partnership Program Funding Allocations.

WHEREAS, annually, Richland City Council allocates \$20,000 of Undesignated Park Reserve Funds in the Capital Improvement Program to the Park Partnership Program; and,

WHEREAS, the Park Partnership Program provides financial assistance to individuals and groups to make park improvements; and

WHEREAS, in 2015, five (5) applications were received totaling \$16,583.70: Sundance Ridge HOA \$3,600; Tapteal Greenway Association \$1,225; Columbia Basin BMX \$2,788.70; North Leslie Groves Natural Area Restoration Group \$3,970, and Eagle Scout candidate Ryan Warren, \$5,000; and

WHEREAS, on April 9, 2015, the Parks and Recreation Commission voted unanimously to recommend full funding of the five (5) project applications.

WHEREAS, Tapteal Greenway Association is recommended to receive an additional allocation of \$1,225 to meet the City infrastructure standards for a project total of \$2,450.

NOW, THEREFORE, BE IT RESOLVED that funding for the 2015 Park Partnership Program projects is adopted in the amount of \$17,808.70.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 96-15, Authorizing the City Manager to Sign and Execute an Agreement with Granite Construction, Inc. for \$225,910.40 for Construction of the Mountain View Lane Reconstruction Project

Department:
Public Works

Ordinance/Resolution Number:
96-15

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 96-15, authorizing the City Manager to sign and execute an agreement with Granite Construction, Inc. for \$225,910.40 for construction of the Mountain View Lane Reconstruction project.

Summary:

The Mountain View Lane reconstruction project is an element of the 2015 City-wide Annual Overlay program as approved in the 2015 - 2030 Capital Improvement Plan. This project includes removal of the existing pavement, repair of water service pipelines and storm drainage facilities, curb, gutter and sidewalk replacement where warranted, installation of crushed rock, surfacing with hot mix asphalt and site restoration. The project was designed by Public Works Engineering staff.

On April 27, 2015, four bids were open with a high bid of \$248,309.50 and a low bid of \$225,910.40. Engineer's estimate for the project was \$207,000.00. Staff attributes the higher-than-estimated bid prices to a strengthening economy and a lower-than-expected reduction in asphalt prices.

Construction is scheduled to start in mid-June and be completed before the start of school in mid-August.

Fiscal Impact:
Yes

Council approved funding for this project with the 2015-2030 Capital Improvement Plan. Project costs for construction, contingency, engineering and striping are estimated to be approximately \$270,000. There is currently \$867,509 available in the City-wide overlay program budget.

Attachments:

1. Mtn View Lane Recnst - Bid tab
2. Mtn View Lane Recnst - Vicinity Map
3. Resolution No. 96-15 - Mountain View Lane Reconstruction Project

City of Richland

DATE BIDS OPENED: APRIL 27, 2015	SB # 15-049
MOUNTAIN VIEW LANE RECONSTRUCTION	

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		GRANITE CONST CO PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	ROAD IMPROVEMENTS								
1	Mobilization.	1	LS	\$15,000.00	15,000.00	10,500.00	10,500.00	15,400.00	15,400.00
2	SPCC plan (all schedules).	1	LS	1,000.00	1,000.00	250.00	250.00	500.00	500.00
3	Removal of structures & obstructions.	1	LS	10,000.00	10,000.00	13,000.00	13,000.00	11,500.00	11,500.00
4	Grindings, including haul.	5,700	SY	2.50	14,250.00	4.00	22,800.00	4.35	24,795.00
5	Crushed surfacing top course.	225	CY	24.00	5,400.00	70.00	15,750.00	50.00	11,250.00
6	Crushed surfacing base course.	75	CY	24.00	1,800.00	50.00	3,750.00	66.00	4,950.00
7	Roadway excavation, including haul.	200	CY	30.00	6,000.00	30.00	6,000.00	20.00	4,000.00
8	Cement concrete traffic curb & gutter.	450	LF	28.00	12,600.00	23.00	10,350.00	24.00	10,800.00
9	Cement concrete sidewalk, 4 inch.	62	SY	40.00	2,480.00	21.20	1,314.40	54.00	3,348.00
10	Cement concrete sidewalk ramp (Type 1A).	1	EA	1,000.00	1,000.00	825.00	825.00	1,550.00	1,550.00
11	Cement concrete sidewalk ramp (Type 2A).	9	EA	1,500.00	13,500.00	1,598.00	14,382.00	1,850.00	16,650.00
12	Adjust manhole or tele manhole box.	15	EA	350.00	5,250.00	450.00	6,750.00	625.00	9,375.00
13	Remove, replace, & adjust valve box / clean out.	14	EA	250.00	3,500.00	330.00	4,620.00	660.00	9,240.00
14	Monument case & cover.	4	EA	300.00	1,200.00	565.00	2,260.00	550.00	2,200.00
15	HMA Cl. 1/2 in. Pg 64-28.	700	TON	80.00	56,000.00	83.75	58,625.00	78.00	54,600.00
16	Project temporary traffic control.	1	LS	3,000.00	3,000.00	12,500.00	12,500.00	5,000.00	5,000.00
17	Flaggers & spotters.	300	HR	50.00	15,000.00	47.00	14,100.00	45.00	13,500.00
18	Solid wall storm sewer pipe, 12".	87	LF	25.00	2,175.00	20.00	1,740.00	55.00	4,785.00
19	Trench safety.	87	LF	1.00	87.00	1.00	87.00	1.00	87.00
20	Imported pipe bedding.	87	LF	2.00	174.00	6.00	522.00	5.00	435.00
21	Valley gutter.	50	LF	2.00	100.00	12.20	610.00	15.00	750.00
22	Csatch basin, Type 1.	2	EA	1,000.00	2,000.00	700.00	1,400.00	1,400.00	2,800.00
23	Catch basin / manhole, 60" diameter.	1	EA	3,000.00	3,000.00	6,500.00	6,500.00	4,000.00	4,000.00
24	Catch basin frame & grate replacement, Type 1.	1	EA	150.00	150.00	275.00	275.00	310.00	310.00
25	Catch basin grate only, replacement, Type 1.	5	EA	100.00	500.00	140.00	700.00	275.00	1,375.00
26	Catch basin grate only, replacement, Type 2.	2	EA	100.00	200.00	275.00	550.00	350.00	700.00
27	Manhole frame & grate replacement.	14	EA	200.00	2,800.00	275.00	3,850.00	365.00	5,110.00
28	Relocate street light & j-box.	1	LS	200.00	200.00	4,250.00	4,250.00	4,300.00	4,300.00
29	Underground utility crossing, marked & unmarked.	5	EA	200.00	1,000.00	200.00	1,000.00	10.00	50.00
30	Dig & verify.	1	EA	300.00	300.00	150.00	150.00	250.00	250.00
31	Tree removal.	1	LS	1,000.00	1,000.00	1,500.00	1,500.00	900.00	900.00
32	Site restoration.	1	LS	3,000.00	3,000.00	5,000.00	5,000.00	5,000.00	5,000.00
ROAD IMPROVEMENTS SUBTOTAL					\$183,666.00		\$225,910.40		\$229,510.00
0% SALES TAX					-		-		-
ROAD IMPROVEMENTS TOTAL					\$183,666.00		\$225,910.40		\$229,510.00

City of Richland

DATE BIDS OPENED: APRIL 27, 2015	SB # 15-049
MOUNTAIN VIEW LANE RECONSTRUCTION	

				MORENO & NELSON CNST WALLA WALLA, WA		CENTRAL WA ASPHALT MOSES LAKE, WA			
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
ROAD IMPROVEMENTS									
1	Mobilization.	1	LS	19,850.78	19,850.78	24,000.00	24,000.00		-
2	SPCC plan (all schedules).	1	LS	70.78	70.78	1,000.00	1,000.00		-
3	Removal of structures & obstructions.	1	LS	11,268.28	11,268.28	15,000.00	15,000.00		-
4	Grindings, including haul.	5,700	SY	2.49	14,193.00	2.50	14,250.00		-
5	Crushed surfacing top course.	225	CY	84.00	18,900.00	55.00	12,375.00		-
6	Crushed surfacing base course.	75	CY	45.80	3,435.00	100.00	7,500.00		-
7	Roadway excavation, including haul.	200	CY	21.23	4,246.00	50.00	10,000.00		-
8	Cement concrete traffic curb & gutter.	450	LF	38.54	17,343.00	12.00	5,400.00		-
9	Cement concrete sidewalk, 4 inch.	62	SY	68.79	4,264.98	45.00	2,790.00		-
10	Cement concrete sidewalk ramp (Type 1A).	1	EA	1,243.85	1,243.85	1,500.00	1,500.00		-
11	Cement concrete sidewalk ramp (Type 2A).	9	EA	1,703.44	15,330.96	1,500.00	13,500.00		-
12	Adjust manhole or tele manhole box.	15	EA	157.15	2,357.25	400.00	6,000.00		-
13	Remove, replace, & adjust valve box / clean out.	14	EA	341.29	4,778.06	450.00	6,300.00		-
14	Monument case & cover.	4	EA	355.18	1,420.72	500.00	2,000.00		-
15	HMA Cl. 1/2 in. Pg 64-28.	700	TON	80.00	56,000.00	85.00	59,500.00		-
16	Project temporary traffic control.	1	LS	6,857.29	6,857.29	8,500.00	8,500.00		-
17	Flaggers & spotters.	300	HR	46.55	13,965.00	45.00	13,500.00		-
18	Solid wall storm sewer pipe, 12".	87	LF	34.34	2,987.58	70.00	6,090.00		-
19	Trench safety.	87	LF	3.55	308.85	1.00	87.00		-
20	Imported pipe bedding.	87	LF	11.09	964.83	2.50	217.50		-
21	Valley gutter.	50	LF	64.03	3,201.50	30.00	1,500.00		-
22	Csatch basin, Type 1.	2	EA	1,348.70	2,697.40	1,000.00	2,000.00		-
23	Catch basin / manhole, 60" diameter.	1	EA	3,069.63	3,069.63	7,000.00	7,000.00		-
24	Catch basin frame & grate replacement, Type 1.	1	EA	452.42	452.42	450.00	450.00		-
25	Catch basin grate only, replacement, Type 1.	5	EA	208.75	1,043.75	350.00	1,750.00		-
26	Catch basin grate only, replacement, Type 2.	2	EA	452.42	904.84	450.00	900.00		-
27	Manhole frame & grate replacement.	14	EA	452.42	6,333.88	725.00	10,150.00		-
28	Relocate street light & j-box.	1	LS	4,786.58	4,786.58	5,000.00	5,000.00		-
29	Underground utility crossing, marked & unmarked.	5	EA	309.00	1,545.00	450.00	2,250.00		-
30	Dig & verity.	1	EA	349.20	349.20	300.00	300.00		-
31	Tree removal.	1	LS	678.51	678.51	2,500.00	2,500.00		-
32	Site restoration.	1	LS	5,277.41	5,277.41	5,000.00	5,000.00		-
ROAD IMPROVEMENTS SUBTOTAL					\$230,126.33	\$248,309.50		\$0.00	
0% SALES TAX					-	-		-	
ROAD IMPROVEMENTS TOTAL					\$230,126.33	\$248,309.50		\$0.00	

City of Richland

2015 MOUNTAIN VIEW LANE RECONSTRUCTION

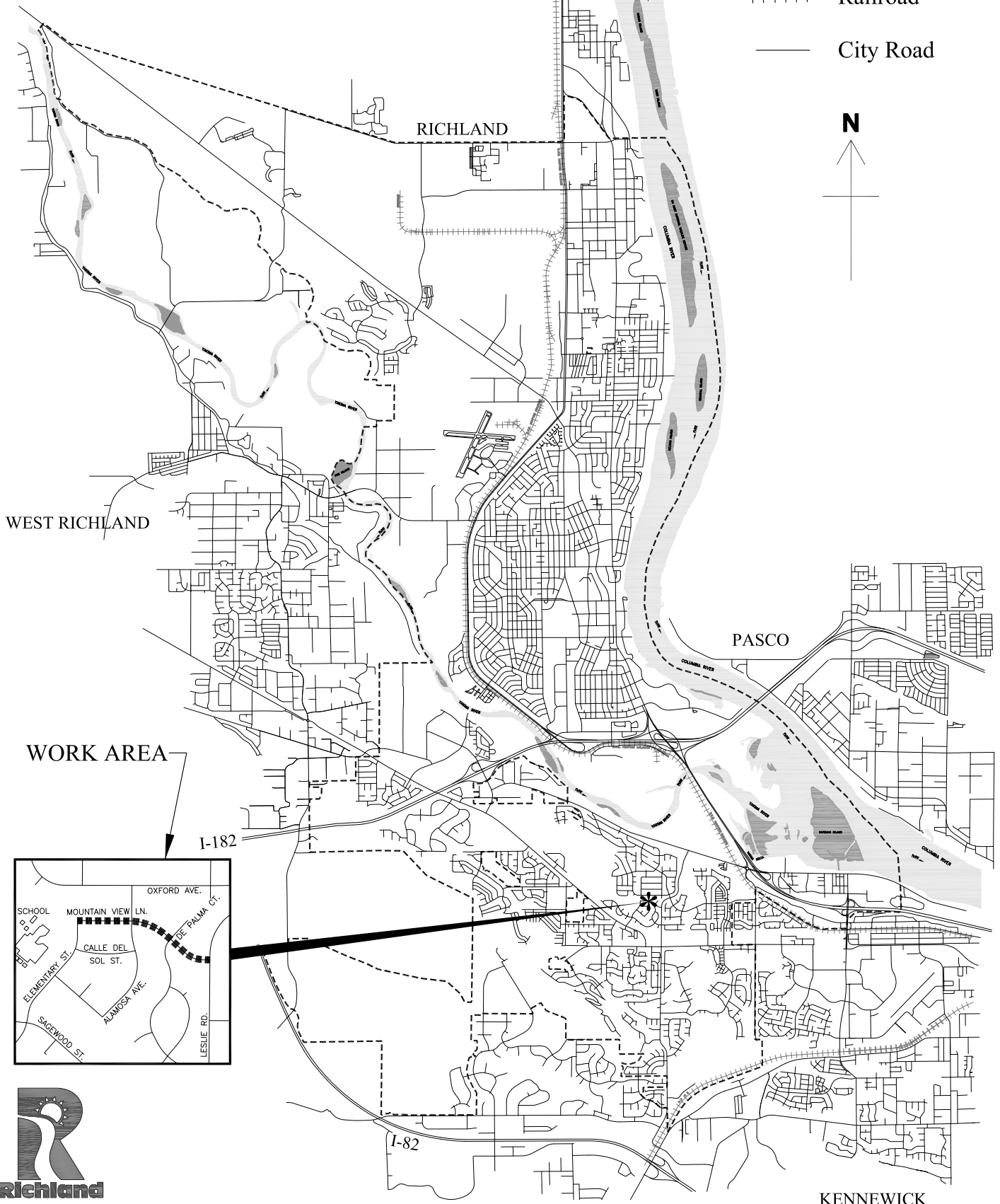
Legend

----- City Limits

+++++ Railroad

— City Road

N



CAD DWG: 2014_MNTVIEW_LANE_8x11.DWG
DATE: 02.27.2015
DRAWN BY: SC NYBY
SCALE: NONE

RESOLUTION NO. 96-15

A RESOLUTION of the City of Richland authorizing the award of bid and execution of a construction contract to Granite Construction, Inc. for the Mountain View Lane Reconstruction Project.

WHEREAS, the 2015 - 2030 Capital Improvement Plan includes a fully-funded project titled the City wide Annual Overlay – Arterial and local pavement project; and

WHEREAS, Public Works staff plan various projects to complete the scope of the annual overlay program. One of the projects included in the 2015 overlay program is the reconstruction of Mountain View Lane; and

WHEREAS, City staff has completed all project development and design work required to advance the project to construction; and

WHEREAS, City staff solicited bids in accordance with the City's purchasing policies, receiving and opening four bids on April 27, 2015; and

WHEREAS, Granite Construction, Inc. submitted the lowest responsible bid of the four received; and

WHEREAS, the project budget is adequate to complete the project using the lowest responsible bid; and

WHEREAS, it is in the City's best interest to proceed to complete the project in accordance with the Capital Improvement Plan, project design and the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richland authorizes the City Manager to:

1. Sign and execute the Mountain View Lane Reconstruction Project construction contract with Granite Construction, Inc. in accordance with their bid received on April 27, 2015; and
2. Direct Public Works Department staff to administer the construction contract and execute change orders as required to fulfill the design intent of the contract within the constraints of the approved budget.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 97-15, Authorizing the City Manager to Sign and Execute an Agreement with Culbert Construction, Inc. for \$1,724,876.94 for Construction of the Stevens Drive South Extension Project

Department:

Public Works

Ordinance/Resolution Number:

97-15

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 97-15, authorizing the City Manager to sign and execute an agreement with Culbert Construction, Inc. for \$1,724,876.94 for construction of the Stevens Drive South Extension project.

Summary:

The Stevens Drive South Extension project is the first segment of the Duportail/Stevens Corridor Improvements strategy to reduce congestion and improve multi-modal connectivity between downtown Richland and the Queensgate area. The project is funded by a combination of federal, state, and City funds.

The project includes a new street segment connecting the intersection of Wellsian Way and Wellhouse Loop with the intersection of Lee Boulevard and Stevens Drive. The project will construct a new street including sidewalks, bike lanes, two thru lanes with a center left turn lane, street lights, water and sewer pipelines, power conduits, fiber conduits and landscape trees. All rights-of-way necessary to pursue this project have been acquired.

On April 27, 2015, two bids were open with a high bid of \$1,879,144.90 and a low bid of \$1,724,876.94. Engineer's estimate for the project was \$1,671,436.99. Staff attributes the higher-than-expected bid prices to a strengthening economy and a lower-than-expected reduction in asphalt prices.

Construction is scheduled to start in June and be completed by the end of the year.

Fiscal Impact:

Yes

Funding for this contract is contained in the 2015 budget and is assembled from various funds to support the street and utility construction elements. A budget summary is attached. The total estimated cost of the project, including a construction contingency, is \$3,219,329.32. Total budgeted revenues are \$3,477,863.55. The excess revenues are mostly in grant funds dedicated to the street construction and can only be collected on a reimbursement basis, so the total difference will not likely be retained by the City. This proposed contract award decision is supported by existing rate-financed renewal and replacement program budgets for the water and sewer elements of the project. A separate Ordinance 26-15 on tonight's agenda will, if approved, replace that rate-financing with facility fee financing for the water and sewer elements of the project.

Attachments:

1. Stevens Dr Extension - Budget Summary
2. Stevens Dr Extension - Bid tab
3. Stevens Dr Extension Vicinity Map

STEVENS DRIVE EXTENSION BUDGET SUMMARY

ESTIMATED PROJECT COSTS

RIGHT OF WAY - PW ENG	\$ 43,134.31	paid in full
RIGHT OF WAY	1,007,600.00	paid in full
ROADWAY CONSTRUCTION w/10% CONTINGENCY	1,557,946.56	Fully funded as shown in 2015 CIP pg 91 - \$1,931,581 available
DESIGN - ROADWAY	101,868.91	
CNST MGMT - ROADWAY	111,520.00	
WATER CONSTRUCTION w/10% CONTINGENCY	168,342.91	Distribution System Repairs & Replacement - 2015 CIP pg 118 - \$214,360 available
DESIGN - WATER	11,056.50	
CNST MGMT - WATER	12,104.00	
CULTURAL MONITORING - WATER	5,500.00	Collection System Renewal & Replacement - 2015 CIP pg 128 - \$511,845 available
SEWER CONSTRUCTION w/10% CONTINGENCY	68,526.73	
DESIGN - SEWER	4,472.29	
CNST MGMT - SEWER	4,896.00	System Improvements - 2015 CIP pg 112 - \$463,166 available
CULTURAL MONITORING - SEWER	2,200.00	
ENERGY SERVICES CONSTRUCTION w/10% CONTINGENCY	70,933.37	
DESIGN - ENERGY SERVICES	4,720.75	
CNST MGMT - ENERGY SERVICES	5,168.00	
CULTURAL MONITORING - ENERGY SERVICES	2,310.00	
BROADBAND CONSTRUCTION w/10% CONTINGENCY	31,615.07	
DESIGN - BROADBAND	2,111.92	
CNST MGMT - BROADBAND	2,312.00	
CULTURAL MONITORING - BROADBAND	990.00	
TOTAL PROJECT COSTS	<u>\$3,219,329.32</u>	

PROPOSED PROJECT BUDGET

REET 1ST 1/4%	\$ 20,000.00	2015 CIP pg 91
REET 2ND 1/4%	30,000.00	
REET 1ST 1/4%	125,000.00	
REET 2ND 1/4%	4,500.00	
GENERAL FUND	275,000.00	
REET 1ST 1/4%	182,130.00	
REET 2ND 1/4%	57,080.00	
STP URBAN GRANT	1,265,000.00	
TIB GRANT	1,110,000.00	
BOND SALES PROCEEDS (ROW)	11,894.00	
WATER CAPITAL	197,003.41	
SEWER CAPITAL	80,095.03	
ENERGY SERVICES CAPITAL	83,132.12	
BROADBAND	37,028.98	
TOTAL AVAILABLE BUDGET	<u>\$3,477,863.55</u>	

City of Richland

DATE BIDS OPENED: APRIL 27, 2015

SB # 15-0103 PW

STEVENS DRIVE EXTENSION

				ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	SCHEDUEL A - ROADWAY								
A1	Mobilization.	1	LS	\$99,306.00	99,306.00	97,118.69	97,118.69	150,000.00	150,000.00
A2	SPCC plan.	1	LS	1,000.00	1,000.00	229.83	229.83	500.00	500.00
A3	ESC lead.	1	LS	5,000.00	5,000.00	1,110.83	1,110.83	3,500.00	3,500.00
A4	Archeological & historical salvage.	1	CALC	1.00	1.00	1.00	1.00	1.00	1.00
A5	Record drawings (minimum bid \$500).	1	LS	500.00	500.00	653.94	653.94	3,500.00	3,500.00
A6	Removal of structures & obstructions.	1	LS	30,000.00	30,000.00	25,581.37	25,581.37	45,000.00	45,000.00
A7	Remove plastic line.	33	LF	2.00	66.00	6.29	207.57	5.00	165.00
A8	Remove plastic crosswalk line.	288	SF	5.00	1,440.00	9.36	2,695.68	9.00	2,592.00
A9	Roadway excavation including haul.	5,570	CY	15.00	83,550.00	12.19	67,898.30	19.00	105,830.00
A10	Embankment compaction.	750	CY	2.00	1,500.00	14.65	10,987.50	2.00	1,500.00
A11	HMA Cl. 1/2 in. Pg 64-28.	2,657	TN	87.00	231,159.00	77.91	207,006.87	74.65	198,345.05
A12	Commercial HMA for driveway.	93	TN	125.00	11,625.00	90.82	8,446.26	94.00	8,742.00
A13	Job mix compliance price adjustment.	1	CALC	1.00	1.00	1.00	1.00	1.00	1.00
A14	Asphalt cost price adjustment.	1	CALC	4,210.00	4,210.00	4,210.00	4,210.00	4,210.00	4,210.00
A15	Soil residual herbicide.	17,114	SY	0.20	3,422.80	0.11	1,882.54	0.10	1,711.40
A16	Crushed surfacing top course.	993	CY	29.00	28,797.00	34.58	34,337.94	34.25	34,010.25
A17	Crushed surfacing base course.	5,103	CY	28.00	142,884.00	32.32	164,928.96	31.00	158,193.00
A18	Cement concrete traffic curb & gutter.	4,692	LF	9.50	44,574.00	12.33	57,852.36	19.85	93,136.20
A19	Cement concrete traffic curb.	335	LF	15.00	5,025.00	36.44	12,207.40	21.85	7,319.75
A20	Cement concrete sidewalk (4 inch concrete).	3,605	SY	32.00	115,360.00	47.85	172,499.25	33.75	121,668.75
A21	Cement concrete sidewalk (6 inch concrete).	558	SY	40.00	22,320.00	62.68	34,975.44	59.25	33,061.50
A22	Cement concrete sidewalk ramp Type 1A.	3	EA	1,200.00	3,600.00	2,089.64	6,268.92	1,665.00	4,995.00
A23	Cement concrete sidewalk ramp Type 1B.	20	EA	1,500.00	30,000.00	2,089.08	41,781.60	1,665.00	33,300.00
A24	Cement concrete sidewalk ramp Type 2A (Mod).	2	EA	1,300.00	2,600.00	2,532.25	5,064.50	1,665.00	3,330.00
A25	Cement concrete sidewalk ramp Type 2B.	1	EA	1,800.00	1,800.00	2,631.33	2,631.33	1,665.00	1,665.00
A26	Cement concrete sidewalk ramp Type 2A (Mod).	2	EA	1,500.00	3,000.00	2,809.76	5,619.52	1,665.00	3,330.00
A27	Solid wall PVC storm sewer pipe 12" diameter.	783	LF	15.00	11,745.00	29.57	23,153.31	28.00	21,924.00
A28	Solid wall PVC storm sewer pipe 15" diameter.	138	LF	18.00	2,484.00	46.22	6,378.36	47.00	6,486.00
A29	Imported pipe zone bedding.	921	LF	1.00	921.00	0.00	0.00	1.00	921.00
A30	Imported pipe zone backfill.	921	LF	1.00	921.00	0.00	0.00	1.00	921.00
A31	Trench safety.	921	LF	1.00	921.00	1.75	1,611.75	1.00	921.00
A32	Underground utility crossing marked & unmarked.	3	EA	120.00	360.00	189.87	569.61	22.00	66.00
A33	Connection to existing drainage structure.	6	EA	150.00	900.00	389.17	2,335.02	224.00	1,344.00
A34	Manhole 48" diameter Type - City Storm	1	EA	1,600.00	1,600.00	2,014.68	2,014.68	1,820.00	1,820.00
A35	Manhole 48" diameter Type - City Catch Basin	3	EA	1,600.00	4,800.00	1,909.11	5,727.33	1,640.00	4,920.00

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A36	Manhole 60" diameter Type - City Catch Basin	1	EA	1,900.00	1,900.00	2,614.77	2,614.77	3,822.00	3,822.00
A37	Catch basin Type - City.	17	EA	800.00	13,600.00	875.26	14,879.42	786.00	13,362.00
A38	Plug 12" concrete.	1	EA	75.00	75.00	150.50	150.50	682.00	682.00
A39	Trash grate 15" diameter.	1	EA	650.00	650.00	473.13	473.13	476.00	476.00
A40	Illumination system.	1	LS	132,000.00	132,000.00	107,967.29	107,967.29	104,995.00	104,995.00
A41	Traffic signal system - Wellsian Way.	1	LS	35,400.00	35,400.00	33,371.43	33,371.43	32,210.00	32,210.00
A42	Traffic signal system - Lee Blvd.	1	LS	54,120.00	54,120.00	75,975.68	75,975.68	73,780.00	73,780.00
A43	Psipe - Chanticleer Pear (1 1/2" cal).	20	EA	320.00	6,400.00	465.98	9,319.60	440.00	8,800.00
A44	Tree well, frame & grate.	20	EA	1,100.00	22,000.00	1,132.16	22,643.20	1,054.18	21,083.60
A45	Root ball anchor.	20	EA	100.00	2,000.00	117.52	2,350.40	143.50	2,870.00
A46	1" street service assembly.	1	EA	330.00	330.00	384.22	384.22	360.00	360.00
A47	1" street service line (Type K copper).	13	LF	19.00	247.00	94.71	1,231.23	44.00	572.00
A48	1" meter assembly.	1	EA	230.00	230.00	405.72	405.72	100.00	100.00
A49	1.5" double check valve.	1	EA	500.00	500.00	1,284.42	1,284.42	5,445.32	5,445.32
A50	1" quick coupling valve.	1	EA	410.00	410.00	225.47	225.47	423.22	423.22
A51	1.5" remote control valve.	1	EA	410.00	410.00	589.31	589.31	629.56	629.56
A52	Irrigation bubbler.	40	EA	20.00	800.00	76.87	3,074.80	139.52	5,580.80
A53	1" PVC irrigation line.	3,125	LF	1.50	4,687.50	2.36	7,375.00	2.16	6,750.00
A54	1.25" PVC irrigation line.	130	LF	1.65	214.50	2.56	332.80	3.31	430.30
A55	1.5" PVC irrigation line.	65	LF	1.75	113.75	2.82	183.30	3.51	228.15
A56	2" PVC irrigation line.	96	LF	2.00	192.00	3.07	294.72	9.88	948.48
A57	3" Sch 40 PVC irrigation sleeve.	237	LF	5.00	1,185.00	4.32	1,023.84	20.98	4,972.26
A58	4" Sch 40 PVC irrigation sleeve.	77	LF	8.00	616.00	5.12	394.24	24.16	1,860.32
A59	Site restoration.	1	LS	35,000.00	35,000.00	10,706.34	10,706.34	10,973.70	10,973.70
A60	CSTC for ground cover (1" depth).	4,966	SY	1.50	7,449.00	1.88	9,336.08	1.10	5,462.60
A61	Seeding, fertilizing & mulching.	0.30	AC	5,000.00	1,500.00	5,018.49	1,505.55	4,230.00	1,269.00
A62	Concrete retaining wall.	31	SF	50.00	1,550.00	52.90	1,639.90	115.00	3,565.00
A63	Remove & reset block retaining wall.	1	LS	300.00	300.00	523.64	523.64	650.00	650.00
A64	Relocate chain link fence with wire.	12	LF	25.00	300.00	43.04	516.48	42.00	504.00
A65	Relocate 40' cantilever chain link gate with wire.	1	EA	1,500.00	1,500.00	3,587.08	3,587.08	3,500.00	3,500.00
A66	Chain link fence Type 8' with wire.	1,002	LF	25.00	25,050.00	27.02	27,074.04	26.36	26,412.72
A67	24' cantilever chain link gate with wire.	2	EA	3,000.00	6,000.00	3,485.62	6,971.24	3,401.00	6,802.00
A68	Relocate parking lot light.	1	LS	3,000.00	3,000.00	1,229.86	1,229.86	1,200.00	1,200.00
A69	Relocate lighted business sign.	1	LS	3,000.00	3,000.00	3,587.08	3,587.08	5,500.00	5,500.00
A70	Relocate school beacon sign.	1	LS	3,000.00	3,000.00	1,844.78	1,844.78	1,800.00	1,800.00
A71	Monument case & cover.	15	EA	300.00	4,500.00	407.00	6,105.00	625.00	9,375.00
A72	Monitoring well lid.	1	EA	300.00	300.00	580.38	580.38	600.00	600.00
A73	Adjust valve box.	4	EA	300.00	1,200.00	274.23	1,096.92	525.00	2,100.00
A74	Adjust manhole.	4	EA	450.00	1,800.00	471.15	1,884.60	600.00	2,400.00
A75	Adjust junction box.	2	EA	400.00	800.00	773.33	1,546.66	600.00	1,200.00

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A76	Plastic line.	7,288	LF	2.00	14,576.00	1.08	7,871.04	1.05	7,652.40
A77	Plastic wide lane line.	200	LF	2.60	520.00	2.15	430.00	2.10	420.00
A78	Plastic stop line.	82	LF	14.00	1,148.00	10.76	882.32	10.50	861.00
A79	Plastic crosswalk line.	1,371	SF	7.00	9,597.00	4.61	6,320.31	4.50	6,169.50
A80	Plastic traffic arrow.	2	EA	225.00	450.00	133.23	266.46	130.00	260.00
A81	Permanent signing.	1	LS	5,300.00	5,300.00	4,278.87	4,278.87	4,175.00	4,175.00
A82	Orange safety fence 4'.	812	LF	3.25	2,639.00	4.66	3,783.92	1.40	1,136.80
A83	Temporary security fence 6'.	1,062	LF	5.00	5,310.00	5.25	5,575.50	2.10	2,230.20
A84	Temporary pavement markings.	1,790	LF	0.30	537.00	0.20	358.00	0.50	895.00
A85	Project temporary traffic control.	1	LS	35,000.00	35,000.00	12,279.85	12,279.85	60,000.00	60,000.00

SCHEDUEL A - ROADWAY SUBTOTAL

\$1,346,799.55

\$1,416,315.05

\$1,516,424.83

0% SALES TAX

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SCHEDUEL A - ROADWAY TOTAL

\$1,346,799.55

\$1,416,315.05

\$1,516,424.83

SCHEDULE B - WATER									
B1	Mobilization.	1	LS	7,366.00	7,366.00	1,502.36	1,502.36	10,000.00	10,000.00
B2	Ductile iron pipe for water main 6" diameter with restrained joint.	123	LF	28.00	3,444.00	55.80	6,863.40	32.00	3,936.00
B3	Ductile iron pipe for water main 8" diameter.	1,561	LF	28.00	43,708.00	30.13	47,032.93	36.00	56,196.00
B4	Ductile iron pipe for water main 8" diameter with restrained joint.	70	LF	32.00	2,240.00	51.05	3,573.50	37.70	2,639.00
B5	Imported pipe zone bedding.	1,754	LF	1.00	1,754.00	-	-	0.50	877.00
B6	Imported pipe zone backfill.	1,754	LF	1.00	1,754.00	-	-	0.50	877.00
B7	Trench safety.	1,754	LF	1.00	1,754.00	-	-	0.50	877.00
B8	Underground utility crossing, marked & unmarked.	9	EA	120.00	1,080.00	189.87	1,708.83	22.00	198.00
B9	Controlled density fill.	3	CY	120.00	360.00	246.39	739.17	145.00	435.00
B10	Connect to existing water main.	6	EA	1,000.00	6,000.00	1,145.89	6,875.34	2,000.00	12,000.00
B11	Pipe coupling 8" SS RJ.	4	EA	240.00	960.00	1,192.69	4,770.76	235.50	942.00
B12	Tapping sleeve 8" x 6" MJ x FL.	2	EA	1,500.00	3,000.00	1,452.29	2,904.58	805.00	1,610.00
B13	Tapping sleeve 12" x 8" MJ x FL.	2	EA	2,000.00	4,000.00	3,150.20	6,300.40	1,150.00	2,300.00
B14	Bend 22.5 degree 8" MJ x MJ.	3	EA	300.00	900.00	186.79	560.37	270.00	810.00
B15	Bend 45 degree 8" MJ x MJ.	4	EA	300.00	1,200.00	188.69	754.76	340.00	1,360.00
B16	Tee 8" x 6" MJ x FL.	5	EA	400.00	2,000.00	269.04	1,345.20	340.00	1,700.00
B17	Tee 8" x 8" MJ x FL.	4	EA	420.00	1,680.00	346.98	1,387.92	385.00	1,540.00
B18	Blind flange 8".	4	EA	200.00	800.00	182.56	730.24	253.00	1,012.00
B19	Adapter 8" FL x MJ.	5	EA	200.00	1,000.00	153.14	765.70	184.96	924.80
B20	Gate valve 6" FL x MJ.	7	EA	800.00	5,600.00	1,048.70	7,340.90	814.00	5,698.00
B21	Gate valve 8" FL x MJ.	8	EA	1,100.00	8,800.00	1,347.49	10,779.92	1,134.00	9,072.00
B22	Plug concrete.	10	EA	100.00	1,000.00	78.38	783.80	155.00	1,550.00
B23	Plug 6" MJ.	3	EA	180.00	540.00	115.69	347.07	186.00	558.00
B24	Plug 8" MJ.	2	EA	180.00	360.00	136.70	273.40	208.00	416.00

				ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
B25	Pressure cap 2".	1	EA	150.00	150.00	406.49	406.49	25.00	25.00
B26	Pressure cap 8".	1	EA	180.00	180.00	703.86	703.86	205.00	205.00
B27	Hydrant assembly.	6	EA	2,800.00	16,800.00	2,958.18	17,749.08	3,505.00	21,030.00
B28	Relocated hydrant assembly.	1	EA	1,500.00	1,500.00	1,222.71	1,222.71	1,942.00	1,942.00
B29	Bollard Type Fire Hydrant.	2	EA	300.00	600.00	484.81	969.62	385.00	770.00
B30	2" street service assembly.	5	EA	380.00	1,900.00	775.22	3,876.10	784.00	3,920.00
B31	1" street service line (Type K copper).	8	LF	19.00	152.00	83.00	664.00	27.00	216.00
B32	1" street service line (Type HDPE).	283	LF	18.00	5,094.00	13.40	3,792.20	12.30	3,480.90
B33	Relocate existing meter.	3	EA	400.00	1,200.00	374.77	1,124.31	945.00	2,835.00
B34	Relocated existing irrigation valves.	1	EA	200.00	200.00	372.28	372.28	105.00	105.00
B35	1" house service line (Type HDPE).	8	LF	20.00	160.00	60.28	482.24	16.00	128.00
B36	1 1/4" house service line (Type HDPE).	10	LF	20.00	200.00	70.22	702.20	395.00	3,950.00
B37	1" house service assembly.	2	EA	200.00	400.00	455.39	910.78	705.00	1,410.00
B38	1 1/4" house service assembly.	1	EA	200.00	200.00	603.48	603.48	860.00	860.00
B39	One-year correction warranty (Non-Federal).	1	LS	100.00	100.00	-	-	1.00	1.00

SCHEDULE B - WATER SUBTOTAL

130,136.00

\$140,919.90

158,405.70

8.6% SALES TAX

11,191.70

12,119.11

13,622.89

SCHEDULE B - WATER TOTAL

\$141,327.70

\$153,039.01

\$172,028.59

SCHEDULE C - SEWER									
C1	Mobilization.	1	LS	2,954.00	2,954.00	579.93	579.93	4,000.00	4,000.00
C2	PVC sanitary sewer pipe 6" diameter.	288	LF	20.00	5,760.00	18.19	5,238.72	23.00	6,624.00
C3	PVC sanitary sewer pipe 8" diameter.	1,202	LF	22.00	26,444.00	28.48	34,232.96	25.00	30,050.00
C4	Imported pipe zone bedding.	1,490	LF	1.00	1,490.00	-	-	1.00	1,490.00
C5	Imported pipe zone backfill.	1,490	LF	1.00	1,490.00	-	-	1.00	1,490.00
C6	Trench safety.	1,490	LF	1.00	1,490.00	1.39	2,071.10	2.25	3,352.50
C7	Underground utility crossing, marked & unmarked.	4	EA	120.00	480.00	189.87	759.48	25.00	100.00
C8	Manhole 48" diameter Type - City	3	EA	2,000.00	6,000.00	2,518.90	7,556.70	2,445.00	7,335.00
C9	Manhole additional height 48" diameter Type - City	2.28	LF	1,000.00	2,280.00	374.68	854.27	1.00	2.28
C10	Drop manhole connection.	1	EA	2,000.00	2,000.00	2,042.59	2,042.59	985.00	985.00
C11	Sewer cleanout 8" diameter.	2	EA	850.00	1,700.00	733.87	1,467.74	210.00	420.00
C12	One-year correction warranty (Non-Federal).	1	LS	100.00	100.00	-	-	1,315.00	1,315.00
C13	Gravel backfill for pipe zone bedding Class B.	601	LF	2.00	1,202.00	4.26	2,560.26	1.00	601.00

SCHEDULE C - SEWER SUBTOTAL

\$53,390.00

\$57,363.75

\$57,764.78

8.6% SALES TAX

4,591.54

4,933.28

4,967.77

SCHEDULE C - SEWER TOTAL

\$57,981.54

\$62,297.03

\$62,732.55

SCHEDULE D - ENERGY SERVICES									
D1	Mobilization.	1	LS	3,848.00	3,848.00	3,440.59	3,440.59	1.00	1.00
D2	Conduit pipe 1 1/2".	368	LF	2.00	736.00	2.91	1,070.88	1.00	368.00
D3	Conduit pipe 3".	809	LF	2.50	2,022.50	3.73	3,017.57	2.05	1,658.45
D4	Conduit pipe 4".	1,108	LF	3.00	3,324.00	4.33	4,797.64	18.30	20,276.40

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
D5	Conduit pipe 6".	1,865	LF	3.70	6,900.50	6.30	11,749.50	20.65	38,512.25
D6	Electrical trench.	4,021	LF	2.50	10,052.50	3.07	12,344.47	0.50	2,010.50
D7	Imported pipe zone bedding.	4,021	LF	1.00	4,021.00	-	-	0.50	2,010.50
D8	Imported pipe zone backfill.	4,021	LF	1.00	4,021.00	-	-	0.50	2,010.50
D9	Trench safety.	4,021	LF	1.00	4,021.00	-	-	0.50	2,010.50
D10	Underground utility crossing, marked & unmarked.	11	EA	120.00	1,320.00	189.87	2,088.57	22.00	242.00
D11	Power vault V3(STL)	1	EA	3,000.00	3,000.00	1,132.79	1,132.79	1,350.00	1,350.00
D12	Power vault V11(STL)	3	EA	3,300.00	9,900.00	2,074.95	6,224.85	2,178.00	6,534.00
D13	Power vault V19(STLS)	3	EA	3,500.00	10,500.00	3,446.24	10,338.72	3,755.00	11,265.00
D14	Power vault V19(SWT)	1	EA	3,500.00	3,500.00	3,172.76	3,172.76	2,765.00	2,765.00
D15	One-year correction warranty (Non-Federal).	1	LS	100.00	100.00	-	-	1.00	1.00

SCHEDULE D - ENERGY SERVICES SUBTOTAL **\$67,266.50** **\$59,378.34** **\$91,015.10**

8.6% SALES TAX **5,784.92** **5,106.54** **7,827.30**

SCHEDULE D - ENERGY SERVICES TOTAL **\$73,051.42** **\$64,484.88** **\$98,842.40**

SCHEDULE E - CITY BROADBAND									
E1	Mobilization.	1	LS	2,725.00	2,725.00	2,466.96	2,466.96	10,000.00	10,000.00
E2	Conduit pipe 1 1/2".	5,732	LF	2.00	11,464.00	1.56	8,941.92	0.65	3,725.80
E3	Electrical trench.	5,732	LF	2.50	14,330.00	1.64	9,400.48	0.25	1,433.00
E4	Imported pipe zone bedding.	5,732	LF	0.50	2,866.00	-	-	0.25	1,433.00
E5	Imported pipe zone backfill.	5,732	LF	0.50	2,866.00	-	-	0.25	1,433.00
E6	Trench safety.	5,732	LF	0.50	2,866.00	-	-	0.25	1,433.00
E7	Underground utility crossing, marked & unmarked.	11	EA	120.00	1,320.00	189.87	2,088.57	22.00	242.00
E8	Power vault V3(STL)	1	EA	3,000.00	3,000.00	1,132.79	1,132.79	1,710.00	1,710.00
E9	Power vault V11(STL)	2	EA	3,300.00	6,600.00	1,217.13	2,434.26	2,700.00	5,400.00
E10	One-year correction warranty (Non-Federal).	1	LS	100.00	100.00	-	-	1.00	1.00

SCHEDULE E - CITY BROADBAND SUBTOTAL **\$48,137.00** **\$26,464.98** **\$26,810.80**

8.6% SALES TAX **4,139.78** **2,275.99** **2,305.73**

SCHEDULE E - CITY BROADBAND TOTAL **\$52,276.78** **\$28,740.97** **\$29,116.53**

SCHEDULE A - ROADWAY	\$1,346,799.55	\$1,416,315.05	\$1,516,424.83
SCHEDULE B - WATER	141,327.70	153,039.01	172,028.59
SCHEDULE C - SEWER	57,981.54	62,297.03	62,732.55
SCHEDULE D - ENERGY SERVICES	73,051.42	64,484.88	98,842.40
SCHEDULE E - CITY BROADBAND	52,276.78	28,740.97	29,116.53
GRAND TOTAL	\$1,671,436.99	\$1,724,876.94	\$1,879,144.90

City of Richland

2014 STEVENS DRIVE EXTENSION

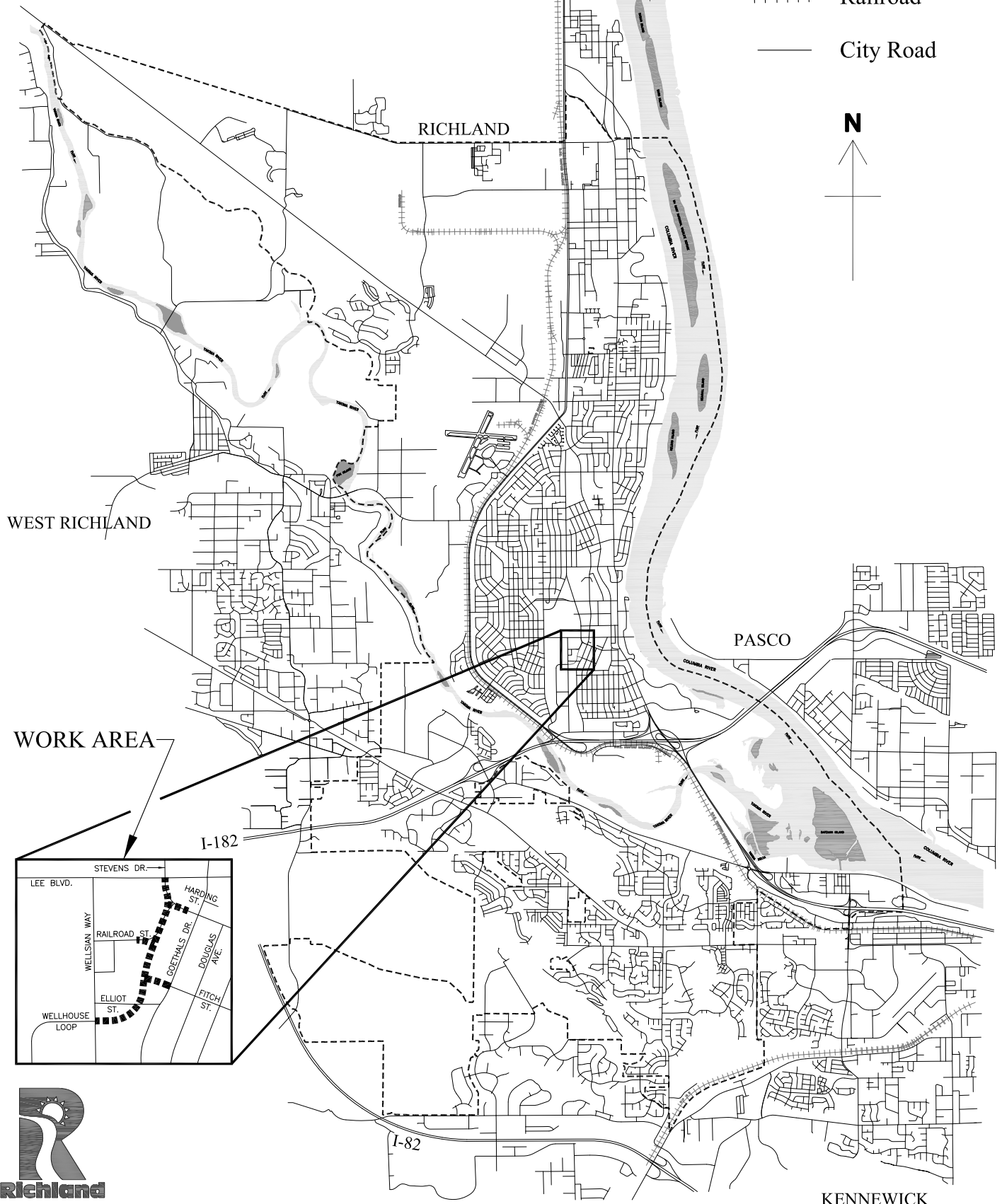
Legend

----- City Limits

+++++ Railroad

— City Road

N



CAD DWG: 2014_STEVENS_DR_EXTENSION_8x11.DWG
DATE: 04.08.2014
DRAWN BY: SC NYBY
SCALE: NONE

RESOLUTION NO. 97-15

A RESOLUTION of the City of Richland authorizing the award of bid and execution of a construction contract to Culbert Construction, Inc. for the Stevens Drive Extension Project.

WHEREAS, the 2014 - 2030 Capital Improvement Plan includes a fully-funded project titled the Stevens Drive South Extension; and

WHEREAS, City staff has completed all project development and design work required to advance the project to construction; and

WHEREAS, City staff solicited bids in accordance with the City's purchasing policies, receiving and opening two bids on April 27, 2015; and

WHEREAS, Culbert Construction, Inc. submitted the lowest responsible bid of the two received; and

WHEREAS, the project budget is adequate to complete the project using the lowest responsible bid; and

WHEREAS, it is in the City's best interest to proceed to complete the project in accordance with the Capital Improvement Plan, project design and the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richland authorizes the City Manager to:

1. Sign and execute the Stevens Drive Extension construction contract with Culbert Construction, Inc. in accordance with their bid received on April 27, 2015; and
2. Direct Public Works Department staff to administer the construction contract and execute change orders as required to fulfill the design intent of the contract within the constraints of the approved budget.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Expenditures - Approval

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Expenditures from April 13, 2015 - April 24, 2015 for \$7,115,562.53 including Check Nos. 222065-222415, Wire Nos. 5878-5885, Payroll Check Nos. 99950-99965, and Payroll Wire/ACH Nos. 8953-8966

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Expenditures

Recommended Motion:

Approve the expenditures from April 13, 2015, to April 24, 2015 in the amount of \$7,115,562.53.

Summary:

Breakdown of Expenditures:

Check Nos.	222065-222415	1,318,939.86
Wire Nos.	5878-5885	3,864,997.24
Payroll Check Nos.	99950-99965	23,649.96
Payroll Wires/ACH	8953-8966	1,907,975.47
TOTAL		\$7,115,562.53

Fiscal Impact:

Yes

Total Disbursements: \$7,115,562.53 . Disbursement (wire transfers) includes Purchase Power Bill of \$2,950,467.00.

Attachments:

1. Wire Transfers
2. Voucher Listing Report

VOUCHER LISTING REPORT
SUMMARY OF WIRE TRANSFERS
APRIL 13, 2015 - APRIL 24, 2015

Payee	Wire Description	Amount
Claim Wires - Wire No. 5878 to 5885		
Bonneville Power Administration	Purchase Power	2,950,467.00
Conover	Section 125	4,144.33
LEOFF Trust	Fire Health Premiums	71,129.19
Washington State University - Pullman	WSCDA Grant Reimbursement	735,971.84
Zenith Administrators/Matrix/Sedgwick	Insurance Claims	103,284.88
	Total Claim Wire Transfers	\$ 3,864,997.24
Payroll Wires & Direct Deposits (ACH) - Wire No. 8953 to 8966		
Payroll Wires *see description below	Total Payroll Wire Transfers & Deposits	\$ 1,907,975.47
Total Claim & Payroll Wires/ACH		\$ 5,772,972.71

*Payroll Wires - transactions represent; employee payroll, payment of benefits, payroll taxes and other related payroll benefits.



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 001 GENERAL FUND					
Division: 000 UNASSIGNED					
BENTON COUNTY TREASURER		0315BC	222075	CRIME VICTIMS COMP BCDC-MAR'15	\$1,465.08
PERMIT REFUND		MH-14-02034	222101	REFUND PERMIT-1777 TERMINAL	\$49.04
RECWARE REFUND		040615	222320	REFUND DAMAGE DEPOSIT	\$200.00
		040715	222303	REFUND-CANCELLED	\$41.00
				REFUND	\$35.25
			222377	REFUND-CANCELLED	\$41.00
				REFUND	\$35.25
		041015	222363	REFUND-CANCELLED EVENT	\$100.00
		041515	222366	REFUND DAMAGE DEPOSIT	\$150.00
WASHINGTON STATE PATROL		I15007028	222406	BACKGROUND CHECKS-MAR 2015	\$516.25
WASHINGTON STATE TREASURER		0315WS	222186	FINES & FORFEITURES BC-MAR'15	\$1,075.50
				FINES & FORFEITURES BC-MAR'15	\$67,655.01
WEBCHECK INC		5139	222189	WEBCHECK SRVCS-MAR 2015	\$925.27
UNASSIGNED TOTAL ****					\$72,288.65
Division: 001 CITY COUNCIL					
BANK OF AMERICA		TXN00020510	222258	FAMILY GARDEN_MAYRS LNCH_3-9	\$36.60
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$8.70
CITY COUNCIL TOTAL ****					\$45.30
Division: 100 CITY MANAGER					
BANK OF AMERICA		TXN00020679	222258	APPLEBEES-CM-MO-LNCH_CJ-MM	\$14.22
		TXN00020709		EL RANCHO ALGRE-CM-EE-MO-LNCH_	\$42.84
		TXN00020891		ACT WCCMA_CJ-FULL MBR	\$187.00
		TXN00020968		CHEESE LOUISE-ER-CJ_UAC-CBUS	\$25.78
MOSS ADAMS LLP	P054474	2731899	222237	TRAVEL OUT-OF-POCKET EXPENSES	\$2,379.00
	P054474			COMPONENT 1:PCI DSS GAP ASSESS	\$9,774.09
CITY MANAGER TOTAL ****					\$12,422.93
Division: 101 CITY CLERK					
BANK OF AMERICA		TXN00020684	222258	12-One-inch binders	\$52.13
		TXN00020723		Shared Values for Debby Barham	\$28.95
		TXN00020866		Notary Law Training	\$69.00
		TXN00020889		Duplicate Bill for Notary Law	\$69.00
		TXN00020903		Credit for Duplicate Billing N	(\$69.00)
CODE PUBLISHING INC		49405	222094	RMC ORDINANCE UPDATES	\$220.95
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$2.17
CITY CLERK TOTAL ****					\$373.20
Division: 102 CITY ATTORNEY					
BANK OF AMERICA		TXN00020486	222258	STAPLES - SUPPLIES	\$44.90



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020495	222258	ALASKA AIR - WSAMA	\$497.63
		TXN00020497		EXPEDIA - FLIGHT FEE	\$7.00
		TXN00020509		NCOURT - RECORDS	\$1.50
		TXN00020515		ACT Washington State A - WSAMA	\$220.00
		TXN00020545		STAPLES - STAMP	\$26.11
		TXN00020561		NCOURT - RECORDS REFUND	(\$0.75)
		TXN00020630		LEIRA PRA CLASS - FULTON	\$50.00
		TXN00020653		STAPLES - STAMP	\$26.11
		TXN00020774		AWC LEOFF TRAINING - KINTZLEY	\$75.00
		TXN00020800		COURT RECORDS - LITIGATION	\$96.20
KENYON DISEND PLLC		182768	222126	NEW CINGULAR WIRELESS II	\$1,472.74
MENKE JACKSON LAW FIRM		3/2015-065	222135	GENERAL-MARCH	\$195.00
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$2.17
PRONTO PROCESS SERVICE INC		PTO-2015002153	222155	MESSENGER SRVCS-MARCH	\$40.00
WEST PUBLISHING CORPORATION DBA		831545003	222408	INFORMATION CHARGES-MAR 2015	\$2,207.48
XEROX CORPORATION		078977013	222413	W7855 BASE CHRG/PRINTS-MAR	\$38.15
CITY ATTORNEY TOTAL ****					\$4,999.24
Division:	110	ASSISTANT CITY MANAGER			
BANK OF AMERICA		TXN00020610	222258	FROST-ME-SWT_JMA-JD-CNGRTS-IPM	\$30.11
		TXN00020801		DROP BOX UPGRDE-ANL-ADDED OPTN	\$99.00
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$2.17
XEROX CORPORATION		078977013	222413	W7855 BASE CHRG/PRINTS-MAR	\$38.15
				W7855 BASE CHRG/PRINTS-MAR	\$236.04
ASSISTANT CITY MANAGER TOTAL ****					\$405.47
Division:	111	COMMUNICATIONS & MARKETING			
BANK OF AMERICA		TXN00020710	222258	WWW.ISTOCK.COM - Purchase	\$12.00
		TXN00020755		BACKUPIFY-COR FB-TWTR	\$4.99
		TXN00020834		SQ ROASTERS COFFEE-EEBKFS-TY	\$22.26
		TXN00020935		OFFICE DEPOT #1078 - Purchase	\$130.16
XEROX CORPORATION		078977030	222413	D95CP PRINT SHOP BASE CHRG-MAR	\$384.75
		078977031		C75 PRINT SHOP-FIERY-MARCH	\$140.31
		078977032		C75 PRINT SHOP BASE CHRG-APRIL	\$425.39
COMMUNICATIONS & MARKETING TOTAL ****					\$1,119.86
Division:	112	CABLE COMMUNICATIONS			
BANK OF AMERICA		TXN00020546	222258	JOANN FABRIC-GRN-SCRN-CLTH	\$37.95
VECTOR BROADCAST LLC	P054774	3740	222401	QUARTERLY MAINTENANCE CONTRACT	\$1,859.78
CABLE COMMUNICATIONS TOTAL ****					\$1,897.73
Division:	113	HANFORD COMMUNITIES			
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$1.09
XEROX CORPORATION		078977013	222413	W7855 BASE CHRG/PRINTS-MAR	\$38.15



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
HANFORD COMMUNITIES TOTAL****					\$39.24
Division: 120 FIRE					
BANK OF AMERICA		TXN00020511	222258	PROVANTAGE - TONER CARTS	\$368.84
		TXN00020517		PROVANTAGE - TONER CART	\$38.78
		TXN00020552		HAIX NA - WILDLAND BOOTS	\$283.95
		TXN00020570		BASECAMP - MARCH SUB FEES	\$50.00
		TXN00020578		STAPLES - RESHIPED ITEMS	\$12.55
		TXN00020579		STAPLES - FOLDERS, CLIPS	\$71.25
		TXN00020660		CPSE - STNDRDS OF COVER BOOK	\$91.95
		TXN00020680		AMAZON - PROJECTOR BULB	\$41.65
		TXN00020707		ALBERTSONS - RECRUIT H20	\$20.00
		TXN00020740		STAPLES - RESHIPED ITEMS	(\$71.25)
		TXN00020747		HOME DEPOT - ST 73 WORKBENCH	\$74.75
		TXN00020755		BACKUPIFY-FIRE-FACEBOOK	\$3.75
		TXN00020758		AMAZON - BOOT POLISH	\$165.90
		TXN00020781		AMAZON - SHOE POLISH	\$109.99
		TXN00020813		HAIX NA - BOOTS RET'D	(\$269.00)
		TXN00020844		STAPLES - FILE FOLDERS	\$9.99
		TXN00020860		STAPLES - SORTERS, PAPER PADS	\$105.30
		TXN00020865		COSTCO - STATION CHAIRS	\$1,170.41
		TXN00020875		STAPLES - ITEMS RET'D	(\$83.80)
		TXN00020878		AMAZON - IPAD KEYBOARD	\$59.95
		TXN00020893		COSTCO - REHAB SUPPLIES	\$724.58
		TXN00020897		COSTCO - STATION CHAIRS	\$630.22
		TXN00020909		GA-CAMPUS PARKING - PARK FEE	\$12.00
		TXN00020918		SQ CAPITOL DOME DELI - LUNCH	\$32.84
		TXN00020933		SHELL OIL - CITY VEH FUEL	\$18.81
		TXN00020936		FIRE SRVC BKSTR - INSTCTR I BK	\$310.36
		TXN00020940		TA #176 - BREAKFAST	\$38.99
		TXN00020943		SHELL OIL - CITY VEH FUEL	\$25.52
		TXN00020963		TA #176 - DINNER	\$27.57
BASIN DEPARTMENT STORE INC		432564	222292	REDBACK BOOTS-ERGESON	\$168.32
BENTON PUD		3/15-0240975457	222297	QRTRLY RACK LEASE OCT-DEC 2014	\$913.30
BENTON RURAL ELECTRIC ASSOCIATION		3/15-74170526	222298	LATE FEE	\$5.00
				COLLINS RD RADIO TOWER ELECTRC	\$98.83
BLUMENTHAL UNIFORM CO	P054901	120071	222079	S511 GOLD-RAY BADGE, PER RICHL	\$258.03
	P054901			S511 GOLD-RAY BADGE, PER RICHL	\$258.03
	P054901			S511 SIL-RAY BADGE, PER RICHLA	\$258.03
	P054901			ADJUST SALES TAX	\$0.01
	P054901			SHIPPING	\$13.03
CASCADE FIRE EQUIPMENT CORP DBA		114338	222305	NAME PATCHES (10)	\$84.13



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CHAPLAIN SERVICES NETWORK		RFD-033115	222308	CHAPLAIN SRVCS JAN-MAR 2015	\$236.25
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$1,448.96
CLEMENSON, SCOTT		15-093CLEMENSON	222211	NFA COURSE/EMMITSBURG/CLEMENSO	\$217.32
FRONTIER		3/15-206-188-0334	222331	VHF PHONE LINE FEES	\$410.98
LN CURTIS & SONS	S016249	2123417-00	222130	WILDLAND INTERFACE COATS #IF03	\$271.50
	S016249			FREIGHT	\$82.94
	S016249	2123417-01		WILDLAND INTERFACE COATS #IF03	\$1,357.50
PARADISE BOTTLED WATER CO		3/15-FIRE ST 71	222362	BOTTLED WATER	\$129.59
		3/15-FIRE ST 72		BOTTLED WATER	\$65.54
		3/15-FIRE ST 73		BOTTLED WATER	\$56.39
REGION 8 FIRE COUNCIL		06-549	222367	ODA CLASS-ZUKOWSKI	\$500.00
RICHLAND ACE HARDWARE		209260	222369	DUPLICATE KEYS	\$10.82
		209289		CHAIN OIL	\$7.59
		45743		DUPLICATE KEYS/SNAP RINGS	\$60.60
		45752		BATTERIES	\$15.19
		45959		TOILET CLEANER	\$3.24
RODGERS, BRENDA J		15-201 RODGERS	222373	SAFETY TRNG/LACEY/RODGERS	\$705.96
SONETICS CORP DBA		163033	222378	REPLACE HEADSET BATTERIES	\$695.04
SPRINT		891160522-133	222379	CELL PHONES 2/18-3/17/15	\$109.13
STEEBER'S LOCK SERVICE		4181	222380	DUPLICATE KEYS CH171	\$12.87
UPTOWN CLEANERS		1087	222397	LINEN/UNIFORM LAUNDRY SRVCS	\$280.74
		1088		NEW PANTS LABELING	\$71.67
		1161		LINEN/UNIFORM LAUNDRY SRVCS	\$331.44
		1186		LINEN/UNIFORM LAUNDRY SRVCS	\$305.95
		1251		LINEN/UNIFORM LAUNDRY SRVCS	\$361.20
VERIZON WIRELESS		9742525037	222402	MDT WIRELESS 3/20-4/19/15	\$336.18
FIRE TOTAL ****					\$14,217.15
Division:	130	POLICE			
ALPHA PARTS & SUPPLY INC DBA	P054738	14557	222067	PARACLETE LOW WEIGHT RIFLE PLA	\$440.92
BANK OF AMERICA		TXN00020480	222258	KEEN INC - BOOTS BERGER	\$151.62
		TXN00020485		WAL MART -CELL PHONE ACCESSORI	\$37.62
		TXN00020499		URM CASH AND CARRY - PLATES/DI	\$52.99
		TXN00020501		BIG 5 SPORTING GOODS -BLEA AMO	\$118.33
		TXN00020506		FRED-MEYER -BLEA AMORRELL UNDE	\$39.10
		TXN00020512		DELL-USB SOUDBAR	\$29.26
		TXN00020521		UPS INV #0000002654EE095	\$37.84
		TXN00020527		BASIN DEPARTMENT STORE -AMORRE	\$217.19
		TXN00020528		SPORTS AUTHORITY - BLEA AMORRE	\$76.00
		TXN00020534		SQ RETAIL SUNWEST SPORTS -EMB	\$364.90
		TXN00020557		COSTCO -TABLE/FOLDING CHAIRS	\$99.30
		TXN00020564		WAL-MART #3261 - CAR CHARGERS	\$32.49



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020568	222258	DELTA AIR -JUDGE 15-125	\$579.20
		TXN00020569		HARBOR FREIGHT TOOLS -EVIDENCE	\$189.95
		TXN00020574		SMITH SPORT OPTICS-MFG - AEGIS	\$114.04
		TXN00020581		TYR TACTICAL - BELT/SUSPENDERS	\$190.03
		TXN00020583		THE HOME DEPOT-EQUIPMENT FOR E	\$511.84
		TXN00020588		STAPLES - DUSTER/SCREENCARE KI	\$260.31
		TXN00020590		TACTICALGEARCOM - WOODHOUSE BO	\$219.95
		TXN00020591		ALBERTSONS -CITIZENS ACADEMY B	\$78.45
		TXN00020593		DELTA AIR -JUDGE 15-125	\$60.00
		TXN00020602		NEWEGG-REPLACEMENT AIR FILTER	\$30.98
		TXN00020605		URM CASH AND CARRY -BUTCHER PA	\$50.48
		TXN00020606		5.11 TACTICAL -RAPID ASSAULT S	\$133.57
		TXN00020607		COSTCO WHSE - CITIZEN ACADEMY	\$149.95
		TXN00020611		Galls Intern - SMITH DRESS SHO	\$74.87
		TXN00020612		WHIA - VERSTEEG REGISTRATION 1	\$585.00
		TXN00020626		AT&T -JENKINS CELL PHONE/ACCES	\$201.97
		TXN00020627		RANCH AND HOME-STALL MATS/LIGH	\$166.11
		TXN00020631		THE HOME DEPOT -TAPE/HOSE/KNIF	\$69.44
		TXN00020634		STAPLES - SCREEN CLEANER	\$22.63
		TXN00020635		UPS INV #0000002654EE105	\$40.17
		TXN00020636		CCSO CVENT - CLARK 15-131 & VE	\$830.00
		TXN00020644		LOWES -SHOP VACUUM FILTERS	\$28.19
		TXN00020666		SANDYS TROPHIES -NAME PLATES/P	\$96.82
		TXN00020690		SHERATON - HOTEL WHITBY 15-111	\$456.55
		TXN00020694		ENTERPRISE RENT-A-CAR -WHITBY	\$482.08
		TXN00020698		THE OLIVE GARDEN -VICTIM ASSIS	\$53.37
		TXN00020722		DELTA AIR -BAGGAGE CHECK JUDGE	\$60.00
		TXN00020727		ALBERTSONS -CAKE CITIZENS ACAD	\$59.99
		TXN00020729		UPS INV #0002654EE115	\$37.12
		TXN00020737		COSTCO -FRAMES	\$44.11
		TXN00020738		WSNIA-CONF REGISTRATION DUBOIS	\$195.00
		TXN00020743		CCSO CVENT-REGISTRATION BENSON	\$415.00
		TXN00020748		WSNIA-CONF REGISTRATION FLOREN	\$195.00
		TXN00020752		DELTA AIR-AIRFARE 15-153 GRANT	\$500.20
		TXN00020755		BACKUPIFY-POLICE-FACEBOOK	\$3.75
		TXN00020757		PAYPAL IAPE - BARB DAVIS DUES	\$50.00
		TXN00020763		NEWEGG-SURROUND SOUND W/ SWITC	\$248.98
		TXN00020769		Amazon-EXT HARD DRIVE FLORENCE	\$65.15
		TXN00020770		WSNIA -CONF REGISTRATION HENRY	\$195.00
		TXN00020777		STAPLES - CDR/DVDR/EVELOPES/DR	\$303.21
		TXN00020778		STAPLES - IN/OUT BOARD	\$111.83



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020780	222258	SAFARILAND-EVIDENCE COLLECTION	\$82.03
		TXN00020786		CHEVRON -FUEL JUDGE 15-125	\$28.61
		TXN00020791		COSTCO WHSE -FRUIT/COOKIES PRO	\$26.40
		TXN00020793		CRYE PRECISION -COMBAT PANTS	\$419.50
		TXN00020805		ALBERTSONS #213 - PROMO CEREMO	\$111.39
		TXN00020812		AT&T -IPHONES AND CASES	\$919.82
		TXN00020820		CHEVRON 00206410 - FUEL JUDGE	\$25.99
		TXN00020835		KEEN INC - Credit	(\$146.21)
		TXN00020858		UPS INV #0000002654EE125	\$197.72
		TXN00020862		USPS POSTAL ST66100207 - 2 ROL	\$99.85
		TXN00020864		SAFARILAND-EVIDENCE BAGS/FOOTP	\$98.55
		TXN00020876		FRYS-FUEL #7675 - FUEL JUDGE 1	\$22.73
		TXN00020879		PP Professional Law Enfor -REG	\$189.00
		TXN00020882		STAPLES - DVDR SPINDLES	\$217.31
		TXN00020894		AMAZON -PHOTO ACCESSORIES	\$37.95
		TXN00020895		AMAZON -PHOTO ACCESSORIES	\$58.10
		TXN00020896		STAPLES - NITRILE GLOVES	\$543.87
		TXN00020898		CHEVRON -STRIEFEL 15-159	\$43.28
		TXN00020906		STAPLES -BINDERS/POST ITS/PENS	\$288.69
		TXN00020911		VARIDESK - DESK ADJ SYSTEM	\$800.00
		TXN00020912		CIRCLE K 03397 - FUEL JUDGE 15	\$12.62
		TXN00020921		STAPLES - IN/OUT BOARD	\$111.83
		TXN00020928		HOLIDAY INNS - JUDGE 15-125	\$1,741.30
		TXN00020944		DELTA AIR -BAGGAGE CHECK JUDG	\$60.00
		TXN00020956		BLADE TECH - GLOCK SIGHT	\$150.12
		TXN00020971		GRAND SIENA HOTEL-DEPOSIT GRAN	\$74.65
BENTON COUNTY PROSECUTOR'S OFFICE		1ST QTR 2105	222074	KIDS HAVEN 1ST QTR 2015	\$2,577.60
BLUMENTHAL UNIFORM CO	P054860	117650	222079	SEW EMBLEM EACH SLEEVE	\$2.17
	P054860			32278-86 PANT MENS DK NAVY POL	\$97.69
	P054860			47W66-86 O/S SHIRT MENS LS DEL	\$79.22
	P054860			97R66-86 SHIRT MENS SS DELUXE	\$59.68
	P054860			PREP FOR METAL BUTTONS	\$21.72
	P054860			SHIPPING	\$13.58
	P054860			PREP FOR METAL BUTTONS	\$10.86
	P054860			SEW EMBLEM EACH SLEEVE	\$2.17
	P054860			ADJUST SALES TAX	(\$0.01)
	P054860			3084600 CAP STRAP GOLD .5"	\$12.98
	P055013	124339	222300	SHIPPING	\$13.30
	P055013			ADJUST FOR TAX	(\$0.01)
	P055013			SEW EMBLEM EACH SLEEVE	\$2.17
	P055013			SEW EMBLEM EACH SLEEVE	\$6.52



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BLUMENTHAL UNIFORM CO	P055013	124339	222300	UVS101 SHIRT LS UNDER VEST NAV	\$48.82
	P055013			UVS102 SHIRT SS UNDER VEST NAV	\$130.16
	P055016	124900		MISC FLSHLTS & "AREA" LIGHTING	\$184.51
	P055016			A7330 GOLD PLATE CUTOUTS, 1/2"	\$128.15
	P055016			NW TRAFFIC TEMPLATE 4"X12" SN1	\$102.90
	P055016			SHIPPING	\$13.58
	P055016			ADJUST SALES TAX	(\$0.01)
	P055112	128346		#48W66 86 SHIRT MENS LS DELUXE	\$67.28
	P055112			SEW EMBLEM EACH SLEEVE	\$2.17
	P055112			#32278 86 PANT MENS DK NAVY PO	\$97.69
CAR WASH PARTNERS INC DBA		35000034-040315	222082	RPD VEHICLE WASHES-MAR 2015	\$24.58
CITY OF KENNEWICK		011584	222309	2ND QTR 2015 BIPIN SUPPORT	\$10,513.50
CITY OF RICHLAND		15-153 GRANT	222209	PTO TRNG/RENO/GRANT	\$431.52
		15-154 PARISH		PTO TRNG/BOISE/PARISH	\$477.10
		15-171 STRIEFEL	222092	FLO TRNG/SPOKANE/STRIEFEL	\$348.84
		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$2,143.65
DOSS, DOUG		2015 TUITION	222218	DOSS- REIMBURSE TUITION FEES	\$512.50
ENTERPRISE RENT A CAR		4/15-45WA423	222220	15-153 GRANT-RENTAL CAR	\$177.91
				15-125 JUDGE-RENTAL CAR	\$480.07
FIANDER & ASSOCIATES LLC DBA	P054971	6977	222111	USD SPIN BIKE	\$271.50
	P054971			TRADE IN ELLIPTICAL/BIKE	(\$868.80)
	P054971			PRECOR RBK615 RECUMBENT BIKE	\$2,442.41
	P054971			PRECOR 536I EXPERIENCE ELLIPTI	\$5,315.97
FRONTIER	S016290	4/15-253-003-5792	222331	TELEPHONE CHARGE 4/7/15 - 5/6/	\$641.77
GRANT, SAMUEL		15-153	222221	PTO TRNG/FUEL/GRANT	\$10.78
LARSEN GUNSMITHING & FIREARMS	P055114	8259	222226	#12004 ATAC BOOT SIZE 10D BLAC	\$119.46
	P055130	8269	222348	ZAK-14 CUFF KEY WITH POCKET CL	\$19.55
	P055130			56GM03BK BLACKHAWK X26 TASER	\$59.73
MOON SECURITY SERVICES INC		756817	222140	RPD RANGE MONITORING-APR	\$59.90
OXARC INC		R333300	222361	OXYGEN CYLINDER	\$8.00
RIVER CITY TOWING INC		13948	222372	TOW CHARGE	\$48.87
		13950		TOW CHARGE	\$48.87
		13956		TOW CHARGE	\$48.87
		13957		TOW CHARGE	\$48.87
TIM BUSH MOTOR COMPANY DBA		1187	222387	RPD CAR WASHES-MARCH	\$309.75
TREASURE VALLEY COFFEE CO		102758	222250	RPD COFFEE DELIVERY	\$42.77
WASHINGTON ASN OF SHERIFFS & POLICE CHIEFS		DUES2015-00523	222404	ASSOCIATE DUES-COBB	\$75.00
XEROX CORPORATION		078977020	222413	W7225 BASE CHRG/PRINTS-MAR	\$199.73
		078977021		W7225 BASE CHRG/PRINTS-MAR	\$229.53
		078977022		W7225 BASE CHRG/PRINTS-MAR	\$204.71
		078977023		W7855 BASE CHRG/PRINTS-MAR	\$394.55



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
POLICE TOTAL ****					\$44,589.30
Division:	210	ADMINISTRATIVE SERVICES			
BANK OF AMERICA		TXN00020650	222258	NPELRA-WEBINAR TRNING-KOCH	\$160.00
		TXN00020771		AWC-LABOR RELATIONS-KOCH	\$363.28
PARADISE BOTTLED WATER CO		3/15-ADMIN SRVCS	222143	BOTTLED WATER	\$8.98
ADMINISTRATIVE SERVICES TOTAL ****					\$532.26
Division:	211	FINANCE			
BANK OF AMERICA		TXN00020536	222258	STAPLES-UB STAPLES	\$16.46
		TXN00020549		STAPLES-CALC RIBBONS	\$16.13
				STAPLES-CALC RIBBONS	\$16.12
		TXN00020559		STAPLES-TONER/PENS/ENVELOPES	\$709.09
				STAPLES-EXPAND FOLDERS	\$39.69
		TXN00020587		DISPLAYS2GO-CUST SRVC-DISP-FRM	\$567.15
		TXN00020615		FRED-MEYER-CARD BRANSON	\$4.33
		TXN00020831		ORIENTAL TRADING-CUST SRV STIC	\$48.24
		TXN00020867		AWC-LABOR RELATIONS-B.ALLEN	\$75.00
		TXN00020939		GFOA-CHICAGO CONF-B.ALLEN	\$1,100.00
CITY OF RICHLAND		040615	222091	CASHIER SHORTAGE-GRIMES 4/6/15	\$20.00
PARADISE BOTTLED WATER CO		3/15-ADMIN SRVCS	222143	BOTTLED WATER	\$42.15
				BOTTLED WATER	\$17.97
POSTMASTER		PERMIT 153-4/8	222150	POSTAGE 3/26-4/8/15	\$5,969.14
REDSSON LTD		189899	222158	PORTAL SERVICE LOCATES-MARCH	\$258.00
RETAIL LOCKBOX INC		1503 4812	222160	UB PYMT PROCESSING-MAR'15	\$2,186.82
TALENT WISE INC		92670953	222384	BACKGROUND CHECKS-MARCH	\$72.00
XEROX CORPORATION		078977024	222413	W7855 BASE CHRG/PRINTS-MARCH	\$418.68
		078977025		W7225 BASE CHRG/PRINTS-MARCH	\$166.39
FINANCE TOTAL ****					\$11,743.36
Division:	212	PURCHASING			
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$667.20
GRAINGER	S016275	9700631527	222114	FOOT FOR HEATER ITEM #44F212	\$6.00
XEROX CORPORATION	S016120	078977027	222413	XEROX 7845 LEASE AND COPY CHAR	\$233.65
PURCHASING TOTAL ****					\$906.85
Division:	213	INFORMATION TECHNOLOGY			
BANK OF AMERICA		TXN00020492	222258	Amazon-CAPM EXAM PREP	\$71.66
		TXN00020599		ESRI -ArcGIS ONLINE USER WORKF	\$175.00
		TXN00020662		PROJECT MANAGEMENT INSTIT -PMI	\$154.00
		TXN00020830		WEBEX.COM -WEB SERVICES	\$26.06
		TXN00020880		ESRI -MIGRATING ARCGIS 10.2 FO	\$1,016.50
		TXN00020907		AMAZON -SCCM TRAINING MANUALS	\$77.74
		TXN00020926		THE HOME DEPOT -TARP, MAGNETS,	\$56.97



City Of Richland

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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CASELLE INC	P054763	64502	222085	ANIMAL LICENSE FEE PAID MONTHL	\$169.33
COMPUCOM SYSTEMS INC	P054994	62714124	222316	Photoshop CC Licensing Subscri	\$121.43
MICROSOFT CORPORATION	P055090	PRO0031027	222354	TABLET, SURFACE PRO 3 256/i5/8	\$1,279.04
	P055090			COVER FOR SURFACE PRO 3	\$113.77
MID COLUMBIA ENGINEERING INC	P054872	ST007214	222137	RICH AUSTILL, AS400 MNTNC SERV	\$286.00
	P054872	ST007327		RICH AUSTILL, AS400 MNTNC SERV	\$143.00
	P054872	ST007354	222355	RICH AUSTILL, AS400 MNTNC SERV	\$143.00
MOSS ADAMS LLP	P054474	2731899	222237	ADDITIONAL TO PO	\$1,674.98
VERIZON WIRELESS	P054888	9742514785	222180	WIRELESS CHARGES FOR DATA FOR	\$40.01
XEROX CORPORATION		0787977017	222413	W7855 BASE CHRG/PRINTS-MAR	\$82.95
ZAYO GROUP HOLDINGS INC DBA	P054925	4/2015-008113	222415	INTERNET FEES ANNUAL COST	\$757.31
INFORMATION TECHNOLOGY TOTAL ****					\$6,388.75
Division:	220	HUMAN RESOURCES			
BANK OF AMERICA		TXN00020498	222258	ELI RESEARCH - HR Web-based Tr	\$299.00
		TXN00020508		PANDA EXPRESS - HR Analyst Lun	\$52.13
		TXN00020535		ANTHONY'S AT COLUMBIA PT - Doo	\$25.00
		TXN00020538		PF CHANGS - Door Prize Employe	\$25.00
		TXN00020541		FAMOUS DAVES - Door Prize Empl	\$25.00
		TXN00020542		WING STOP - Doro Prize Employe	\$25.00
		TXN00020547		COLUMBIA POINT G.C. - (2) Door	\$54.00
		TXN00020548		ROUND TABLE PIZZA - HR Analyst	\$77.20
		TXN00020553		FAIRCHILD CINEMAS - (2) Door P	\$50.00
		TXN00020554		FUJIYAMA JAPANESE STEAK - Door	\$25.00
		TXN00020558		BOBS BURGERS & BREW - Door Pri	\$25.00
		TXN00020563		APPLEBEES COLUMBIA PT - (2) Do	\$50.00
		TXN00020589		HOBBY-LOBBY-EE-BKFST-AWD FRMS	\$104.13
		TXN00020654		GREEK ISLAND CUISINE - IUOE Ne	\$83.00
		TXN00020696		IFEBP/BENEFITS,HEALTHCARE BOOK	\$1,816.96
		TXN00020724		FRED-MEYER - Door Prize Raffle	\$9.55
		TXN00020789		COL RIVER CATERING/BREAKFAST	\$2,843.28
		TXN00020795		SANDYS TROPHIES-EEBKFST-AWDS	\$226.43
		TXN00020809		HOBBY-LOBBY_EEBFST-FRAME RTN	(\$8.68)
		TXN00020868		Northwest Chapter LERA Confere	\$325.00
BI STATE OCCUPATIONAL SAFETY & HEALTH		1203-B	222299	DOT EXAMS/LOGGING/MEDICAL	\$2,210.00
		1304-B		DOT EXAMS/AUDIOGRAMS/UA'S	\$3,515.00
CABOT DOW ASSOCIATES INC		C14-11/MARCH	222304	C14-011 LABOR NEGOTIATIONS-MAR	\$783.75
HARRINGTON'S TROPHIES		73932	222337	PELLY-RETIREMENT PLAQUE	\$69.50
HYAS GROUP LLC		1366	222343	RHS INVEST SRVCS 1/1-3/31/15	\$2,500.00
TALENT WISE INC		92670953	222384	BACKGROUND CHECKS-MARCH	\$335.72
TRANS UNION LLC		03550302	222391	CREDIT REPORTS-MARCH	\$16.25
XEROX CORPORATION		078977026	222413	W7855 BASE CHRG/PRINTS-MARCH	\$446.07



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
HUMAN RESOURCES TOTAL ****					\$16,008.29
Division:	300	COMMUNITY & DEVELOPMENT SERVICE			
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$2.17
XEROX CORPORATION		078977013	222413	W7855 BASE CHRG/PRINTS-MAR	\$38.15
COMMUNITY & DEVELOPMENT SERVICE TOTAL ****					\$40.32
Division:	301	DEVELOPMENT SERVICES			
BANK OF AMERICA		TXN00020481	222258	INTL CODE COUNCIL CERT-MBORING	\$112.00
		TXN00020595		HOME DEPOT-KNEEPDS SSCHLUT	\$40.13
		TXN00020671		WASHINGTONA -DHIRSCH WABO	\$700.00
		TXN00020674		WABO-DHIRSCH WABO MBRSHIP	\$45.00
		TXN00020691		ENZIAN-JOLIVER-MBORING ICC	\$651.69
		TXN00020736		PAYPAL WA-CSOMERS WSAPT	\$175.00
		TXN00020808		CHEVRON-FUEL KREX WABO	\$24.14
		TXN00020847		STAPLES-THUMB DRV/TONER	\$234.60
		TXN00020924		SHELL OIL-FUEL KREX WABO	\$26.16
		TXN00020948		ENTERPRISE RENTAL-KREX WABO	\$181.86
		TXN00020955		CLARION HOTEL-DHIRSCH WABO	\$382.20
		TXN00020957		CLARION HOTEL - KREX WABO	\$477.75
		TXN00020967		YOKE'S MKT-CGRIFFITH RETIRMNT	\$40.78
BENTON COUNTY BOUNDARY REVIEW BOARD		C54-15	222073	REVIEW BOARD FEE-ANNEXATION	\$50.00
MCLEAN LAW OFFICE		C178-14/MARCH	222134	C178-14 HEARING EXAMINER SRVCS	\$1,742.50
MID COLUMBIA ENGINEERING INC	P054807	ST007215	222137	SHAUN SCHLUTER TEMPORARY INSPE	\$1,299.20
	P054807	ST007328		SHAUN SCHLUTER TEMPORARY INSPE	\$1,624.00
	P054807	ST007355	222355	SHAUN SCHLUTER TEMPORARY INSPE	\$1,624.00
US BANK EQUIPMENT FINANCE INC		273654685	222399	XEROX 6605 SCANNER 5/6-6/5/15	\$326.40
WASHINGTON ASN OF BUILDING OFFICIALS		30230	222185	BLDG INSPECTOR JOB POSTING AD	\$50.00
WATER SOLUTIONS INC	P054903	10735	222188	DCS (703) BDLG WATER UNIT RENT	\$16.29
	P054903			DCS (703) BDLG WATER UNIT RENT	\$39.63
XEROX CORPORATION		078977014	222413	W7855 BASE CHRG/PRINTS-MARCH	\$124.17
				W7855 BASE CHRG/PRINTS-MARCH	\$124.16
DEVELOPMENT SERVICES TOTAL ****					\$10,111.66
Division:	302	REDEVELOPMENT			
BANK OF AMERICA		TXN00020854	222258	PETFLOW INC / FRAUD CHARGE	\$64.19
		TXN00020857		PETFLOW INC FRAUD CHARGES	\$59.40
XEROX CORPORATION		078977014	222413	W7855 BASE CHRG/PRINTS-MARCH	\$209.98
REDEVELOPMENT TOTAL ****					\$333.57
Division:	303	LIBRARY			
BANK OF AMERICA		TXN00020476	222258	INGRAM BOOKS	\$286.52
		TXN00020478		INGRAM BOOKS	\$114.80



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020490	222258	GALE BOOKS	\$418.76
		TXN00020503		MEETING SUPPLIES	\$54.92
				STAFF ROOM SUPPLIES	\$120.02
		TXN00020518		INGRAM BOOKS	\$472.36
		TXN00020520		INGRAM BOOKS	\$1,009.38
		TXN00020523		INGRAM BOOKS	\$425.40
		TXN00020544		INGRAM BOOKS	\$197.28
		TXN00020577		INGRAMBOOKS	\$1,519.06
		TXN00020582		VELCRO DOTS	\$39.93
		TXN00020592		BLACKSTONE AUDIO	\$686.99
		TXN00020596		WLA REGISTRATION - BH TRP# 15-	\$290.00
		TXN00020600		OVERDRIVE DIGITAL BOOKS	\$1,362.97
		TXN00020614		GALE LARGE PRINT BOOKS	\$186.15
		TXN00020623		OVERDRIVE DIGITAL BOOKS	\$510.79
		TXN00020624		LIB STREAM MTG - EM, NN, TL, S	\$42.35
		TXN00020628		AMAZON BOOKS	\$12.23
		TXN00020640		INGRAM BOOKS	\$18.21
		TXN00020641		INGRAM BOOKS	\$1,406.16
		TXN00020651		INGRAM BOOKS	\$90.49
		TXN00020657		INGRAM BOOKS	\$846.55
		TXN00020658		AMAZON BOOKS	\$240.03
		TXN00020676		AMAZON BOOKS	\$97.92
		TXN00020692		INGRAM BOOKS	\$304.93
		TXN00020695		GREY HOUSE PUBLISHING BOOKS	\$378.00
		TXN00020699		INGRAM BOOKS	\$27.34
		TXN00020708		GALE LARGE PRINT	\$521.36
		TXN00020713		INGRAM BOOKS	\$584.29
		TXN00020735		PROQUEST DATABASE	\$1,596.42
		TXN00020755		BACKUPIFY-LIBRARY-FACEBOOK	\$3.75
		TXN00020756		INGRAM BOOKS	\$117.37
		TXN00020759		INGRAM BOOKS	\$83.96
		TXN00020767		INGRAM BOOKS	\$210.40
		TXN00020772		INGRAM BOOKS	\$1,002.74
		TXN00020806		INGRAM BOOKS	\$259.79
		TXN00020807		INGRAM BOOKS	\$134.34
		TXN00020814		INGRAM BOOKS	\$214.36
		TXN00020839		INGRAM BOOKS	\$173.79
		TXN00020885		INGRAM BOOKS	\$315.33
		TXN00020886		AMAZON BOOKS	\$88.14
		TXN00020905		INGRAM BOOKS	\$1,863.52
		TXN00020917		INGRAM BOOKS	\$198.45



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020934	222258	INGRAM BOOKS	\$10.43
		TXN00020945		GALE LARGE PRINT	\$26.60
		TXN00020951		RECORDED BOOKS DIGITAL BOOKS	\$98.10
		TXN00020962		INGRAM BOOKS	\$124.70
		TXN00020964		OVERDRIVE DIGITAL BOOKS	\$322.86
		TXN00020970		OVERDRIVE DIGITAL BOOKS	\$890.99
		TXN00020973		AMAZON BOOKS	\$20.87
CASCADE NATURAL GAS CORP		3/15-61897100006	222306	NAT GAS 955NORTHGATE 2/18-3/18	\$888.69
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$3,135.15
FRONTIER	S016290	4/15-509-943-3152	222331	TELEPHONE CHARGE 4/4/15 - 5/3/	\$355.44
INDIANA UNIVERSITY		12112	222345	144023778 INTERLIBRARY LOAN	\$20.00
LIBRARY IDEAS LLC		43681	222350	FREEGAL MUSIC SUBSCRIPTION	\$10,806.85
UNIQUE MANAGEMENT SERVICES INC		304008	222395	COLLECTION SRVCS-MAR	\$205.85
UNITED PARCEL SERVICE	S016282	000986641155	222178	GROUND PKG TO LIBRARY OF VIRGI	\$5.64
WASHINGTON STATE PATROL		I15006997	222406	VOLUNTEER BACKGROUND CHECKS	\$50.00
XEROX CORPORATION		078977034	222413	W7225 BASE CHR/PRINTS-MAR	\$318.74
		078977035		W7225 BASE CHR/PRINTS-MAR	\$138.03
LIBRARY TOTAL ****					\$35,946.49
Division:	330	PARKS & RECREATION ADMIN			
BANK OF AMERICA		TXN00020947	222258	AMAZON - BUNNY COSTUME	\$74.25
PARKS & RECREATION ADMIN TOTAL ****					\$74.25
Division:	331	PARKS & REC - RECREATION			
BANK OF AMERICA		TXN00020477	222258	AMAZON	\$309.63
		TXN00020565		GOODWILL INDUSTRIES STORE - CI	\$63.43
		TXN00020648		BUBBLEBALL - BUBBLE BALLS	\$645.49
		TXN00020669		RADIOSHACK COR00133843 - Purch	\$18.45
		TXN00020742		AMAZON MKTPLACE PMTS - GOAL PO	\$18.99
		TXN00020744		NET INC - EASTER EGGS FOR BUN	\$240.00
		TXN00020746		AMAZON MKTPLACE PMTS - GOAL PO	\$43.99
		TXN00020749		AMAZON MKTPLACE PMTS - NFL GOA	\$19.99
		TXN00020754		OFFICE DEPOT -NOTARY STAMPS	\$99.89
		TXN00020755		BACKUPIFY-PARKS-FACEBOOK	\$3.75
		TXN00020761		STAPLES - OFFICE SUPPLIES	\$73.16
		TXN00020762		OFFICE DEPOT -NOTARY STAMP	\$49.95
		TXN00020768		AMAZON MKTPLACE PMTS - NFL GOA	\$30.28
		TXN00020823		EPIC SPORTS - NFL LEAUGUE MARK	\$176.85
		TXN00020836		WAL-MART -Day Camp Supplies	\$104.81
		TXN00020841		DOLRTREE - MR BUNNY PRIZES	\$114.31
		TXN00020855		DOLRTREE - MR BUNNY SUPPLIES	\$19.55
		TXN00020871		WM SUPERCENTER - DAY CAMP SUPP	\$107.57



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020872	222258	TRI-CITIES BATTERY - Speaker B	\$52.32
		TXN00020892		DOLRTREE - DAY CAMP SUPPLIES	\$38.01
		TXN00020913		STAPLES -MOUNTING TAPE	\$13.65
		TXN00020922		WM SUPERCENTER -DAYCAMP ARTS A	\$6.42
		TXN00020937		ALBERTSONS - MORNING WITH MR B	\$23.81
		TXN00020942		ALBERTSONS - MORNING WITH MR B	\$14.95
		TXN00020949		AMAZON - BUNNY COSTUME	\$74.24
		TXN00020969		USA FOOTBALL - NFL JERSEYS	\$750.00
		TXN00020972		DOLRTREE - DAY CAMP SUPPLIES	\$29.32
		TXN00020974		WM SUPERCENTER -DAYCAMP SNACKS	\$61.48
CITY OF RICHLAND		131776	222210	SCHOLARSHIP-SPRING CAMP-VALLE	\$137.50
MID COLUMBIA ENGINEERING INC	P054820	ST007329	222137	RP3 - GENERAL EDUCATION	\$290.29
OXARC INC		R333040	222361	HELIUM TANK RENTAL	\$8.00
RICHLAND ACE HARDWARE		45627	222369	KEYS/WRIST COILS	\$53.99
STEEBER'S LOCK SERVICE		4221	222380	KEYS	\$8.69
ZAYO GROUP HOLDINGS INC DBA	P054925	4/2015-008113	222415	INTERNET FEES ANNUAL COST	\$102.13
PARKS & REC - RECREATION TOTAL ****					\$3,804.89
Division:	335	PARKS & REC - PARKS&FACILITIES			
AIREFCO INC		3394544	222066	V BELTS	\$21.63
BANK OF AMERICA		TXN00020475	222258	GRIGGS ACE HARDWARE - wrench s	\$21.70
		TXN00020479		GRIGGS ACE HARDWARE - socket	\$29.31
		TXN00020483		BAVCO - valve	\$173.50
		TXN00020484		STONEWAY ELEC SUPPLY 204 - lam	\$218.50
		TXN00020500		SHERWIN WILLIAMS #8461 - Paint	\$26.55
		TXN00020504		STONEWAY ELEC SUPPLY 204 - Cre	(\$72.84)
		TXN00020513		BC SALES - vests, gloves	\$40.13
		TXN00020522		GOTOCITRIX.COM - GOTOMEETING p	\$53.22
		TXN00020524		EWING IRRIGATION PRD#181 - irr	\$80.79
		TXN00020530		MILESTONE ATHLETIC SPLY - base	\$116.64
		TXN00020537		STEEBERS LOCK SERVICE - Cover	\$16.29
		TXN00020555		GRIGGS ACE HARDWARE - bracket	\$31.96
		TXN00020556		ACE HARDWARE - bolt	\$4.32
		TXN00020562		THE HOME DEPOT #4746 - plywood	\$60.66
		TXN00020566		GRIGGS ACE HARDWARE - Fastener	\$36.71
		TXN00020567		BAVCO - water valve	\$90.97
		TXN00020576		GRIGGS ACE HARDWARE - irrigati	\$57.46
		TXN00020584		PAYPAL PFACC LLC - car charge	\$33.48
		TXN00020594		GRIGGS ACE HARDWARE - irrigati	\$24.22
		TXN00020609		SUPPLYHOUSE.COM - EP relay	\$57.90
		TXN00020616		BEST BUY 00005900 - charg	\$21.71
		TXN00020617		OFFICE DEPOT #962 - supplies	\$124.29



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020619	222258	GRIGGS ACE HARDWARE - Fastener	\$18.57
		TXN00020622		EWING IRRIGATION PRD#181 - irr	\$26.74
		TXN00020629		HOLIDAY INNS - travel Scott Mo	\$584.48
		TXN00020632		GRIGGS ACE HARDWARE - irrigati	\$24.65
		TXN00020638		SQ RESTRANT STONE SOUP - lunc	\$46.11
		TXN00020647		BAVCO - Credit	(\$86.64)
		TXN00020649		SQ RESTRANT STONE SOUP - Lunc	\$47.37
		TXN00020652		AMAZON/HVAC TEST KIT	\$549.91
		TXN00020659		ACE HARDWARE - tools, gasket	\$14.41
		TXN00020661		THE FLAG COMPANY INC - flags	\$759.27
		TXN00020663		PERSONNEL CONCEPTS - WA Labor	\$219.24
		TXN00020667		JT AUTOMOTIVE PARTS, INC - Too	\$48.86
		TXN00020668		PERSONNEL CONCEPTS - WA Labor	\$25.90
		TXN00020670		GRIGGS ACE HARDWARE - irrigati	\$59.56
		TXN00020672		IRRIGATION SPECIALISTS IN - pu	\$82.58
		TXN00020673		ACE HARDWARE - hose, tube squa	\$134.56
		TXN00020675		THE HOME DEPOT #4746 - peat m	\$104.00
		TXN00020688		ACE HARDWARE - wrench	\$16.28
		TXN00020701		GRIGGS ACE HARDWARE - paint, c	\$85.15
		TXN00020703		SHERWIN WILLIAMS #8461 - Paint	\$109.62
		TXN00020705		ACE HARDWARE - flex seal	\$33.98
		TXN00020712		PILOT - gas	\$49.28
		TXN00020715		BC SALES - gloves	\$53.43
		TXN00020716		GRIGGS ACE HARDWARE - irrigati	\$22.64
		TXN00020719		EWING IRRIGATION PRD#181 - irr	\$70.13
		TXN00020721		ACE HARDWARE - irrigation supp	\$42.45
		TXN00020726		IRRIGATION SPECIALISTS IN - ir	\$34.11
		TXN00020728		GRIGGS ACE HARDWARE - bushings	\$5.51
		TXN00020731		GRIGGS ACE HARDWARE - motor oi	\$20.61
		TXN00020734		ACE HARDWARE - bolt, tube brai	\$36.97
		TXN00020751		KIE SUPPLY- IRRIGATI - irrigat	\$64.43
		TXN00020764		GRIGGS ACE HARDWARE - bulbs	\$4.97
		TXN00020765		SUPPLYHOUSE.COM - thermostat	\$18.90
		TXN00020766		THE HOME DEPOT #4746 - o-ring,	\$68.91
		TXN00020773		ACE HARDWARE - CM mag	\$18.45
		TXN00020775		JT AUTOMOTIVE PARTS, INC - oil	\$7.23
		TXN00020783		BAVCO - water valve	\$85.72
		TXN00020787		ACE HARDWARE - irrigation	\$139.38
		TXN00020792		GRIGGS ACE HARDWARE - peat mos	\$39.07
		TXN00020794		GRIGGS ACE HARDWARE - Caulk	\$20.58
		TXN00020797		GRIGGS ACE HARDWARE - Utility	\$27.65



City Of Richland

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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020811	222258	EWING IRRIGATION PRD#181 - irr	\$498.46
		TXN00020817		GRIGGS ACE HARDWARE - paint, n	\$60.75
		TXN00020824		WAL-MART #3261 - lights	\$14.63
		TXN00020826		THE HOME DEPOT #4746 - peat mo	\$26.00
		TXN00020828		FASTENAL COMPANY01 - trays	\$6.69
		TXN00020829		ACE HARDWARE - past, bubbler	\$43.10
		TXN00020832		ACE HARDWARE - concrete mix	\$13.01
		TXN00020837		SIEMENS INDUSTRY INC - trainin	\$1,695.00
		TXN00020842		SUPPLYHOUSE.COM - indicator li	\$54.71
		TXN00020843		SUPPLYHOUSE.COM - indicator li	\$10.94
		TXN00020845		GRIGGS ACE HARDWARE - Spray pa	\$10.86
		TXN00020851		RANCH AND HOME KENNEWICK - sta	\$108.58
		TXN00020856		GRIGGS ACE HARDWARE - irrigati	\$140.13
		TXN00020861		ETRAILER - trimmer rack, tool	\$187.85
		TXN00020873		WOODS NURSERY AND GARDEN - fab	\$640.69
		TXN00020877		FASTSIGNS - signage	\$164.53
		TXN00020883		SUPPLYHOUSE.COM - element	\$14.94
		TXN00020888		BAVCO - water valve	\$148.80
		TXN00020901		WOODS NURSERY AND GARDEN - del	\$54.30
		TXN00020904		GRIGGS ACE HARDWARE - concrete	\$61.29
		TXN00020908		STONEWAY ELEC SUPPLY 204 - lam	\$218.50
		TXN00020910		GRIGGS ACE HARDWARE - concrete	\$20.61
		TXN00020915		EWING IRRIGATION PRD#181 - tap	\$10.01
		TXN00020916		EWING IRRIGATION PRD#181 -	\$266.09
		TXN00020920		G AND R AG PRODUCTS INC - repa	\$68.02
		TXN00020925		YOKE'S FRESH MARKET - Lunch me	\$17.11
		TXN00020927		GRIGGS ACE HARDWARE - irrigati	\$21.14
		TXN00020929		STEEBERS LOCK SERVICE - keys	\$21.47
		TXN00020931		STEEBERS LOCK SERVICE - keys	\$19.40
		TXN00020950		PROBUILD NORTHWEST #713 - lumb	\$45.94
		TXN00020958		EWING IRRIGATION PRD#181 - irr	\$146.60
		TXN00020960		FASTENAL COMPANY01 - fasteners	\$11.48
BI STATE OCCUPATIONAL SAFETY & HEALTH CITY OF RICHLAND	1304-B		222299	DOT EXAMS/AUDIOGRAMS/UA'S	\$50.00
	3/2015 MARCH		222089	CITY UTILITY BILLS-MAR 2015	\$514.08
				CITY UTILITY BILLS-MAR 2015	\$351.01
				CITY UTILITY BILLS-MAR 2015	\$349.86
				CITY UTILITY BILLS-MAR 2015	\$331.07
				CITY UTILITY BILLS-MAR 2015	\$314.30
				CITY UTILITY BILLS-MAR 2015	\$302.29
				CITY UTILITY BILLS-MAR 2015	\$311.25
				CITY UTILITY BILLS-MAR 2015	\$394.30



City Of Richland

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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$354.75
				CITY UTILITY BILLS-MAR 2015	\$297.60
				CITY UTILITY BILLS-MAR 2015	\$292.94
				CITY UTILITY BILLS-MAR 2015	\$279.80
				CITY UTILITY BILLS-MAR 2015	\$276.89
				CITY UTILITY BILLS-MAR 2015	\$255.37
				CITY UTILITY BILLS-MAR 2015	\$250.85
				CITY UTILITY BILLS-MAR 2015	\$241.46
				CITY UTILITY BILLS-MAR 2015	\$230.63
				CITY UTILITY BILLS-MAR 2015	\$215.56
				CITY UTILITY BILLS-MAR 2015	\$551.14
				CITY UTILITY BILLS-MAR 2015	\$2,923.86
				CITY UTILITY BILLS-MAR 2015	\$221.75
				CITY UTILITY BILLS-MAR 2015	\$926.41
				CITY UTILITY BILLS-MAR 2015	\$3,520.10
				CITY UTILITY BILLS-MAR 2015	\$670.41
				CITY UTILITY BILLS-MAR 2015	\$1,597.26
				CITY UTILITY BILLS-MAR 2015	\$200.55
				CITY UTILITY BILLS-MAR 2015	\$1,211.16
				CITY UTILITY BILLS-MAR 2015	\$1,155.40
				CITY UTILITY BILLS-MAR 2015	\$1,139.95
				CITY UTILITY BILLS-MAR 2015	\$1,116.99
				CITY UTILITY BILLS-MAR 2015	\$1,029.18
				CITY UTILITY BILLS-MAR 2015	\$1,291.54
				CITY UTILITY BILLS-MAR 2015	\$963.40
				CITY UTILITY BILLS-MAR 2015	\$560.44
				CITY UTILITY BILLS-MAR 2015	\$906.84
				CITY UTILITY BILLS-MAR 2015	\$904.38
				CITY UTILITY BILLS-MAR 2015	\$901.14
				CITY UTILITY BILLS-MAR 2015	\$857.98
				CITY UTILITY BILLS-MAR 2015	\$848.50
				CITY UTILITY BILLS-MAR 2015	\$739.00
				CITY UTILITY BILLS-MAR 2015	\$725.48
				CITY UTILITY BILLS-MAR 2015	\$584.57
				CITY UTILITY BILLS-MAR 2015	\$571.91
				CITY UTILITY BILLS-MAR 2015	\$975.75
				CITY UTILITY BILLS-MAR 2015	\$54.46
				CITY UTILITY BILLS-MAR 2015	\$35.88
				CITY UTILITY BILLS-MAR 2015	\$42.85
				CITY UTILITY BILLS-MAR 2015	\$10.29
				CITY UTILITY BILLS-MAR 2015	\$48.03



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$13.61
				CITY UTILITY BILLS-MAR 2015	\$9.21
				CITY UTILITY BILLS-MAR 2015	\$74.90
				CITY UTILITY BILLS-MAR 2015	\$52.33
				CITY UTILITY BILLS-MAR 2015	\$730.25
				CITY UTILITY BILLS-MAR 2015	\$54.77
				CITY UTILITY BILLS-MAR 2015	\$55.25
				CITY UTILITY BILLS-MAR 2015	\$56.47
				CITY UTILITY BILLS-MAR 2015	\$56.88
				CITY UTILITY BILLS-MAR 2015	\$58.83
				CITY UTILITY BILLS-MAR 2015	\$66.36
				CITY UTILITY BILLS-MAR 2015	\$68.21
				CITY UTILITY BILLS-MAR 2015	\$31.04
				CITY UTILITY BILLS-MAR 2015	\$21.60
				CITY UTILITY BILLS-MAR 2015	\$15.61
				CITY UTILITY BILLS-MAR 2015	\$16.28
				CITY UTILITY BILLS-MAR 2015	\$11.28
				CITY UTILITY BILLS-MAR 2015	\$16.33
				CITY UTILITY BILLS-MAR 2015	\$16.54
				CITY UTILITY BILLS-MAR 2015	\$17.18
				CITY UTILITY BILLS-MAR 2015	\$19.60
				CITY UTILITY BILLS-MAR 2015	\$33.85
				CITY UTILITY BILLS-MAR 2015	\$20.50
				CITY UTILITY BILLS-MAR 2015	\$194.85
				CITY UTILITY BILLS-MAR 2015	\$22.60
				CITY UTILITY BILLS-MAR 2015	\$24.72
				CITY UTILITY BILLS-MAR 2015	\$27.16
				CITY UTILITY BILLS-MAR 2015	\$28.41
				CITY UTILITY BILLS-MAR 2015	\$29.14
				CITY UTILITY BILLS-MAR 2015	\$29.82
				CITY UTILITY BILLS-MAR 2015	\$51.60
				CITY UTILITY BILLS-MAR 2015	\$19.70
				CITY UTILITY BILLS-MAR 2015	\$158.85
				CITY UTILITY BILLS-MAR 2015	\$77.78
				CITY UTILITY BILLS-MAR 2015	\$141.41
				CITY UTILITY BILLS-MAR 2015	\$6.29
				CITY UTILITY BILLS-MAR 2015	\$145.35
				CITY UTILITY BILLS-MAR 2015	\$148.77
				CITY UTILITY BILLS-MAR 2015	\$139.30
				CITY UTILITY BILLS-MAR 2015	\$156.30
				CITY UTILITY BILLS-MAR 2015	\$141.27



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$168.79
				CITY UTILITY BILLS-MAR 2015	\$170.70
				CITY UTILITY BILLS-MAR 2015	\$175.30
				CITY UTILITY BILLS-MAR 2015	\$181.70
				CITY UTILITY BILLS-MAR 2015	\$185.20
				CITY UTILITY BILLS-MAR 2015	\$190.66
				CITY UTILITY BILLS-MAR 2015	\$149.94
				CITY UTILITY BILLS-MAR 2015	\$85.52
				CITY UTILITY BILLS-MAR 2015	\$134.20
				CITY UTILITY BILLS-MAR 2015	\$99.06
				CITY UTILITY BILLS-MAR 2015	\$84.50
				CITY UTILITY BILLS-MAR 2015	\$109.30
				CITY UTILITY BILLS-MAR 2015	\$111.69
				CITY UTILITY BILLS-MAR 2015	\$138.62
				CITY UTILITY BILLS-MAR 2015	\$110.24
				CITY UTILITY BILLS-MAR 2015	\$95.00
				CITY UTILITY BILLS-MAR 2015	\$102.78
				CITY UTILITY BILLS-MAR 2015	\$97.50
		3/2015-24	222090	#24 LANDFILL FEES	\$1,718.69
COLUMBIA RIGGING CORP		25873	222095	WIRE ROPE SLINGS	\$267.16
COMPLETE CLEANING SYSTEMS		7042	222097	MACHINE SCRUB WAREHOUSE	\$125.00
DEPARTMENT OF LABOR & INDUSTRIES		162636	222322	103678 CIVIL PENALTY-ELEVATOR	\$114.10
		162637	222102	103679 ELEVATOR PENALTY	\$114.10
		166870		103678 PENALTY-ELEVATOR	\$285.40
		168631		10121 PENALTY-ELEVATOR	\$114.10
		168871		103679 PENALTY-ELEVATOR	\$285.40
		173944		10121 ELEVATOR PENALTY	\$285.40
		174283	222322	103678 CIVIL PENALTY-ELEVATOR	\$457.00
		174284		103679 CIVIL PENALTY-ELEVATOR	\$457.00
EFC EQUIPMENT LLC		38338	222105	TRIMMER HEAD/STRING	\$106.40
EWING IRRIGATION PRODUCTS INC		9414244	222107	VALVE BOX LIDS	\$308.57
FARMERS EXCHANGE		45895	222325	WEED EATERS/LEAF BLOWERS	\$1,277.04
G & R AG PRODUCTS INC		2153452-0001-02	222112	TEEJET ADAPTER/PLUMBERS TAPE	\$18.13
GRAINGER	S016275	9703260373	222114	CNVRTBL HND TRCK ITEM #4ZJ32	\$158.32
	S016275	9703504937		CONNECTOR, BRASS ITEM #2P230	\$189.53
	S016275	9703504945		SOLENOID VALVE ITEM #3A434	\$177.47
	S016275	9703641069		MINI WATER HAMMER ITEM #1KDL5	\$27.97
MCDONALD'S & ASSOCIATES INC		040215	222133	TOPSOIL DELIVERY-14 YDS	\$152.04
MILESTONES ATHLETIC SUPPLY INC		82624	222356	STRING WINDER/FLEX STEEL	\$325.80
MOON SECURITY SERVICES INC		749768	222358	FIRE MONITORING SRVCS-FEB	\$297.00
OXARC INC		R333267	222361	CO2/NITROGEN/STARGON GASES	\$129.41



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
OXARC INC		R333270	222361	CO2 LIQUID TANK	\$97.79
PRO BUILD COMPANY LLC		71456947	222365	WOOD STAKES	\$32.57
PUMPTech INC	S016205	0092842-IN	222156	PUMP REPAIR ESTIMATED COST PER	\$2,905.05
RICHLAND ACE HARDWARE		209319	222369	TRASH CAN/RAKE/PUSHBROOM	\$43.40
		209333		UNIONS/ELBOWS/PIPE CUTTER	\$36.71
		209384		PVC UNIONS/ADAPTERS	\$21.59
		209385		3/4" TEES	\$1.92
		209388		SS TOILET LINE	\$8.68
		45793		FLEX SEAL/O-RINGS/GLOVES	\$28.15
		45797		BUNGEE CORDS	\$25.23
		45840		NITRILE GLOVES	\$14.10
		45865		SQUARE TUBE/ANGLE	\$37.99
		45867		PRUNERS/WASTEBASKETS/BLADES	\$97.08
		45870		PVC NIPPLES	\$27.63
		45900		CONCRETE MIX	\$29.81
		45901		SAFETY GLASSES	\$6.51
		45917		HOSE END CLAMP/HAND CLEANER	\$12.79
		45919		BLOWOFF DUSTER/PADLOCK/PAINT	\$47.73
		45946		PV BATTERIES	\$17.35
		45967		DUSTPAN	\$20.62
		45997		MEASURING CUP	\$7.05
		45999		RATCHET TIEDOWN/TUBE BRAIDS	\$58.00
		46012		GARDEN HOSE	\$14.64
		46033		CAPS/UNIONS	\$30.35
		46063		ADAPTERS/ELBOWS	\$12.53
		46065		RETURN ADAPTERS	(\$4.97)
		46071		FASTENERS/EYE BOLTS	\$4.19
STONEWAY ELECTRIC SUPPLY		S101179743.001	222168	METAL HALIDE LAMPS	\$35.50
		S101180105.001		LINEAR FLOURESCENT LAMPS	\$232.19
		S101180662.001	222382	FLOOR MOUNT ADAPTERS	\$322.16
		S101203511.001	222168	BALLAST	\$28.56
		S101203831.001		BALLAST	\$28.66
		S101204515.001		COMPACT FLUORESCENT LAMPS	\$34.52
		S101204730.001		MH BALLAST	\$65.14
		S101205542.001		METAL HALIDE LAMPS	\$74.54
		S101227972.001	222382	FLUORESCENT LAMPS	\$279.28
TALENT WISE INC		92670953	222384	BACKGROUND CHECKS-MARCH	\$474.00
THE DRAIN SURGEON		32567	222385	2002 SNYDER-BMX-SNAKE LINE	\$868.80
THE PERSONAL TOUCH CLEANING INC		52442	222172	JANITOR SRVCS 100 BLDG-MARCH	\$2,292.91
		52443		JANITOR SRVCS 200 BLDG-MARCH	\$786.88
		52444		JANITOR SRVCS BLDG 300-MARCH	\$540.73



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
THE PERSONAL TOUCH CLEANING INC		52483	222172	JANITOR SRVCS RCC-MARCH	\$3,413.23
		52484	222248	JANITOR SRVCS-LIBRARY-MARCH	\$9,706.85
WA STATE DEPT OF NATURAL RESOURCES		0100095851/2015	222403	AQUATIC PUBLIC MARINA	\$1,979.34
WALLA WATER INC DBA		14116	222183	MOTOR GEAR WORK BLDG 200	\$1,206.44
		14126		BLDG 100 SERVICE CALL/ROLLERS	\$1,082.42
WILBUR ELLIS COMPANY		8768591	222194	GRASS SEED	\$2,334.90
PARKS & REC - PARKS&FACILITIES TOTAL ****					\$84,989.83
Division:	338	PARKS & REC - PROJECT ADMIN			
BANK OF AMERICA		TXN00020526	222258	OFFICE DEPOT #2766 - supplies	\$144.20
		TXN00020717		ACT Richland HPS - JEN D SELF	\$20.00
RICHLAND ACE HARDWARE		45761	222369	GLOVES/SCISSORS	\$15.17
XEROX CORPORATION		0787977017	222413	W7855 BASE CHRGP/PRINTS-MAR	\$69.26
PARKS & REC - PROJECT ADMIN TOTAL ****					\$248.63
Division:	900	NON-DEPARTMENTAL			
ARBAUGH & ASSOCIATES INC		1419	222255	ARBAUGH CONTRACT FEES-MAR'15	\$1,470.00
WASHINGTON CITIES INSURANCE AUTHORITY		MAR 2015	222405	WCIA CLAIMS PAID-MARCH 2015	\$124.09
NON-DEPARTMENTAL TOTAL ****					\$1,594.09
GENERAL FUND Total ***					\$325,121.31
FUND 101	CITY STREETS				
Division:	401	STREETS MAINTENANCE			
BANK OF AMERICA		TXN00020532	222258	CHEVRON - PROPANE	\$101.96
		TXN00020932		HOME DEPOT - DRILL	\$324.71
		TXN00020959		KIMBALL MIDWEST/MASONRY DRILLS	\$246.15
BENTON PUD		4/15-72866300000	222297	RICHLAND WYE LIGHTS 2/26-3/27	\$54.82
CASCADE SIGNAL CORPORATION	P054896	3672	222084	SHIPPING	\$108.60
	P054896			SCHOOL CLOCK, CONTROLLER/TIME	\$20,362.50
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$910.55
				CITY UTILITY BILLS-MAR 2015	\$78.84
		3/2015-27	222311	#27 STREET SWEEPINGS-LANDFILL	\$408.30
G & R AG PRODUCTS INC		2151628-0001-02	222332	GAUGE/TEEJET TIPS	\$30.08
		2151632-0001-02		CALIBRATION CONTAINER/HOSE	\$31.31
GRAINGER	S016275	9695207093	222114	BATTERY PACK 18V ITEM #4YE47	\$291.78
HERTZ EQUIPMENT RENTAL CORP		27951058-001	222340	LIQUID PROPANE	\$30.33
		27956150-001		3 TON RIDE ROLLER RENTAL	\$190.05
INDUSTRY RAILWAY SUPPLIERS INC	S016252	738548	222346	REPLACEMENT TIP FOR ALUMINUM T	\$70.00
	S016252			FREIGHT	\$47.92
	S016252			ALUMINUM TIE TONGS, LA104	\$480.00
PRO BUILD COMPANY LLC		71456806	222365	LUMBER 1X6'S	\$13.89
THE SHERWIN WILLIAMS CO		2255-2	222386	PAINT GUN	\$275.84



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
XEROX CORPORATION		0787977017	222413	W7855 BASE CHRG/PRINTS-MAR	\$50.06
STREETS MAINTENANCE TOTAL ****					\$24,107.69
Division:	402	ARTERIAL STREETS			
BERGER ABAM ENGINEERS INC	P054546	309931	222205	DUPORTAIL BRIDGE - DESIGN	\$13,751.96
DAVID EVANS & ASSOCIATES INC	P054279	352645	222215	DUPORTAIL ST EXTENSION & DUPOR	\$4,387.44
	P054279			DUPORTAIL ST EXTENSION & DUPOR	\$4,387.43
ARTERIAL STREETS TOTAL ****					\$22,526.83
CITY STREETS Total ***					\$46,634.52
FUND 112	INDUSTRIAL DEVELOPMENT FUND				
Division:	305	ECONOMIC DEVELOPMENT			
ARBAUGH & ASSOCIATES INC		1419	222255	ARBAUGH CONTRACT FEES-MAR'15	\$150.00
BANK OF AMERICA		TXN00020799	222258	Expo Ease Inc - ICSC Booth Fur	\$174.05
		TXN00020810		GLOBAL EXPERIENCE SPEC - ICSC	\$178.50
		TXN00020840		GLOBAL EXPERIENCE SPEC - ICSC	\$1,547.48
		TXN00020881		GLOBAL EXPERIENCE SPEC - ICSC	\$1,547.47
		TXN00020930		ALASKA AIR ICSC LASVEGAS BMOOR	\$356.20
		TXN00020952		ALASKA AIR ICSC LASVEGAS DSWE	\$356.20
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$247.32
PARADISE BOTTLED WATER CO		3/15-CITYATTORNEY	222362	BOTTLED WATER	\$3.26
XEROX CORPORATION		078977013	222413	W7855 BASE CHRG/PRINTS-MAR	\$38.15
ECONOMIC DEVELOPMENT TOTAL ****					\$4,598.63
Division:	306	ECONOMIC DEVELOPMENT PROJECTS			
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$47.84
ECONOMIC DEVELOPMENT PROJECTS TOTAL ****					\$47.84
INDUSTRIAL DEVELOPMENT FUND Total ***					\$4,646.47
FUND 117	CRIMINAL JUSTICE SALES TAX				
Division:	131	CJST POLICE ACTIVITY			
BANK OF AMERICA		TXN00020677	222258	AMAZON -DISPLAYPORT ADAPTER	\$12.99
		TXN00020733		AMAZON-MULTI STREAM DISPLAY PO	\$114.71
		TXN00020846		DELL-SOUNDBAR FOR MONITOR	\$74.80
		TXN00020853		DMI DELL-MONITOR	\$365.95
		TXN00020863		RANCH AND HOME -BOOTS SANTANA	\$228.01
		TXN00020884		BIG 5 SPORTING GOODS-BLEA EQUI	\$168.26
LARSEN GUNSMITHING & FIREARMS	P055143	8268	222348	#12026 ATAC 8" SHIELD CSA/ASTM	\$141.18
	P055130	8269		801C-4801 PEERLESS HINGED HAND	\$107.51
	P055130			G2X-C-BK SUREFIRE FLASHLIGHT B	\$202.00
	P055130			6360-3832-131 SAFARILAND DUTY	\$413.77



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
LARSEN GUNSMITHING & FIREARMS	P055130	8269	222348	MICH HELMET IIIA LARGE BLACK	\$1,140.30
	P055130			700C-4710 PEERLESS CHAIN HANDC	\$107.51
	P055130			75-383-13 OPEN TOP DOUBLE MAGA	\$39.10
	P055130			BIANCHI 7318-19212 SINGLE HING	\$54.30
	P055130			7210-23380 BIANCHI MEDIUM DUTY	\$91.22
	P055130			7324-19696 UNIVERSAL RADIO HOL	\$81.45
	P055130			17707 BIANCHI MEDIUM INNER BEL	\$71.68
	P055130			7307-18205 MK-3 BIANCHI OC MAC	\$52.13
	P055130			ZAK-14 CUFF KEY WITH POCKET CL	\$45.61
	P055130			7404-14425 BIANCHI 1" BATON RI	\$26.06
	P055130			15635 BIANCHI 1" BELT KEEPER P	\$32.58
	P055130			7317-18771 BIANCHI DOUBLE HAND	\$54.30
	P055130			V70-BK SUREFIRE FLASHLIGHT HOL	\$68.42
MICROSOFT CORPORATION	P055050	PRO0030668	222136	DOCK FOR SURFACE PRO 3	\$175.03
	P055050			COVER FOR SURFACE PRO 3	\$113.77
	P055050			TABLET, SURFACE PRO 3 512/i7/8	\$1,919.05
CJST POLICE ACTIVITY TOTAL ****					\$5,901.69
CRIMINAL JUSTICE SALES TAX Total ***					\$5,901.69
FUND 150	HOTEL/MOTEL FUND				
Division:	307	HOTEL/MOTEL TAX			
BANK OF AMERICA		TXN00020604	222258	HOME DEPOT_GEOCOIN-CHLNGE	\$34.05
		TXN00020850		AMAZON MKTPLCE-GEOCN-CHALLENGE	\$18.98
		TXN00020852		AMAZON MKTPLCE_GEOCN-CHALLENGE	\$30.32
HOTEL/MOTEL TAX TOTAL ****					\$83.35
HOTEL/MOTEL FUND Total ***					\$83.35
FUND 153	COMMUNITY DEV BLOCK GRANT				
Division:	308	CDBG PROGRAM			
TRI CITY HERALD	S016280	14163070	222177	2014 CDBG/HOME PROGRAM CAPER R	\$67.23
CDBG PROGRAM TOTAL ****					\$67.23
COMMUNITY DEV BLOCK GRANT Total ***					\$67.23
FUND 154	HOME FUND				
Division:	309	HOME PROGRAM			
CITY OF PASCO		001-15	222310	PASCO HOME DPA 1/1-3/31/15	\$939.78
				PASCO HOME DPA 1/1-3/31/15	\$32,035.02
TRI CITY HERALD	S016280	14163070	222177	2014 CDBG/HOME PROGRAM CAPER R	\$67.23
HOME PROGRAM TOTAL ****					\$33,042.03
HOME FUND Total ***					\$33,042.03



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 301	STREETS CAPITAL CONSTRUCTION				
Division:	402	ARTERIAL STREETS			
COLUMBIA RIGGING CORP		25935	222315	ALLOY MASTER LINKS	\$58.97
IMT INC		6251	222344	ACCESS PED SIGNAL M15076	\$347.50
PRO BUILD COMPANY LLC		71456704	222154	CONCRETE	\$46.16
REESE CONCRETE PRODUCTS MFG		54430	222159	CONCRETE BLOCKS	\$555.16
TRAFFIC SAFETY SUPPLY CO INC	S016264	995998	222390	8' PREMARK "AHEAD", WHITE, ITE	\$318.76
	S016264			ADJUST TAX	\$0.02
	S016264			8'2" PREMARK RIGHT ARROW, WHIT	\$1,603.80
	S016264			8'2" PREMARK LEFT ARROW, WHITE	\$641.52
	S016264			8' PREMARK "ONLY", WHITE, ITEM	\$1,607.37
	S016264			8' PREMARK "STOP", WHITE, ITEM	\$227.71
	S016264			FREIGHT	\$286.70
	S016264			30' PREMARK THERMAL TAPE, WHIT	\$10,727.94
	S016264			13'1" PREMARK COMBI ARROW LEFT	\$580.18
WA STATE DEPT OF TRANSPORTATION	P055129	RE-313ATB50317146	222181	STEVENS DR EXTENSION-GENERAL	\$336.02
	P055134	RE-45-A6136YCL024	222182	STEVENS DR EXTENSION - APPRAIS	\$499.38
ARTERIAL STREETS TOTAL ****					\$17,837.19
STREETS CAPITAL CONSTRUCTION Total ***					\$17,837.19
FUND 317	FIRE STATION 74 CONSTRUCTION				
Division:	900	NON-DEPARTMENTAL			
BANK OF AMERICA		TXN00020827	222258	TARGET 00023143 - equip	\$476.29
		TXN00020833		TARGET 00023143- equip	\$404.43
HILL INTERNATIONAL INC	S015907	C14-02/0000013	222342	DESIGN-BUILD OVERSIGHT SERVICE	\$687.50
NON-DEPARTMENTAL TOTAL ****					\$1,568.22
FIRE STATION 74 CONSTRUCTION Total ***					\$1,568.22
FUND 380	PARK PROJECT CONSTRUCTION				
Division:	337	PARKS & REC PROJECTS			
DESIGN WEST ARCHITECTS	P054913	C19-15/PYMT 3	222103	DESIGN SERVICES FOR JOHN DAM P	\$11,185.95
FAMILY FARMS DBA	P054711	C105-14/PYMT 1	222108	SALES TAX @ 8.6%	\$5,194.83
	P054711			C/O #2- REMOVE SOIL FROM BASEB	\$479.75
	P054711			FENCING & BACKSTOP IMPROVEMENT	\$56,905.00
PLAYCORE WISCONSIN INC DBA	P054977	PJI-0008745	222148	GT STOCKCAR	\$1,073.92
	P054977			ADA XSCAPE SWING	\$1,166.82
	P054977			3.5 INCH ZERO G CHAIR	\$814.63
	P054977			TODDLER ROCKER	\$716.41
	P054977			FREIGHT	\$2,937.09
	P054977			ADA XSCAPE SWING ADD A BAY	\$688.05



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PLAYCORE WISCONSIN INC DBA	P054977	PJI-0008745	222148	BELT SEAT 3.5 INCH OD	\$428.75
	P054977			DISCOVERY CAVE WITH PRIMARY GR	\$2,963.87
	P054977			PEANUT BUTTER AND JAM	\$3,283.28
	P054977			3 FOOT XSCAPE CURVED ZIP SLIDE	\$3,284.11
	P054977			OWNERS KIT	\$54.30
POW CONTRACTING	P054712	C176-14 PYMT 4	222151	CONTRACT 176-14 FOR COLUMBIA	\$174,794.91
STONEMAN ELECTRIC SUPPLY		S101199371.001	222168	MINI CIRCUIT BREAKERS	\$125.61
		S101199371.002		MINI CIRCUIT BREAKER	\$61.23
PARKS & REC PROJECTS TOTAL ****					\$266,158.51
PARK PROJECT CONSTRUCTION Total ***					\$266,158.51
FUND 385	GENERAL GOVT CONSTRUCTION				
Division:	900	NON-DEPARTMENTAL			
INDUSTRIAL COMMUNICATIONS SALES & SRVCS CO	P055015	8074	222123	DC SWITCHING POWER SUPPLY, ITE	\$131.51
	P055015			MOBILE RADIO, VHF 136-174 MHz	\$890.95
	P055015			DESKTOP MICROPHONE, ITEM #KMC9	\$65.38
	P055015			KENWOOD PA RELAY OPTION, ITEM	\$47.89
	P055015			CONTROL STATION MOUNTING CASE	\$31.93
NON-DEPARTMENTAL TOTAL ****					\$1,167.66
GENERAL GOVT CONSTRUCTION Total ***					\$1,167.66
FUND 401	ELECTRIC UTILITY FUND				
Division:	000				
BANK OF AMERICA		TXN00020493	222258	PETSMART/DOG BONES	\$74.22
GENERAL PACIFIC INC	S016209	1233944	222113	METER,FRM 4S,240V,CL20,1PH	\$1,390.08
	P054792	1234161		T-BODY CONDUCTOR CONTACT	\$527.69
	P054792			T-BODY BASIC ELBOW WITH STUD	\$1,180.18
	P054792			ADJUST SALES TAX	(\$0.01)
	P054792			ELBOW, LOADBREAK, 1/0 STR,	\$8,054.64
	P054792			T-BODY BASIC CONNECTING PLUG	\$1,244.08
	P054792			T-BODY BASIC INSULATING PLUG,	\$644.61
	P054792			TERM,OUTDR 3M, 500MCM, UNJKT,	\$917.45
	P054792			T-BODY CABLE ADAPTER, 750MCM	\$743.48
	S016209	1234298	222333	METER,FRM 3S,240V,CL20,	\$2,085.12
GRAYBAR ELECTRIC CO INC	P054987	978024890	222115	STIRRUP 1/0-397.5 ACSR,	\$872.28
	P054987	978144457	222336	CLAMP DEADEND, BOLTED, #6-3/0,	\$173.22
	P054987			STIRRUP #4-4/0 ACSR, ANDERSON	\$396.12
HD SUPPLY POWER SOLUTIONS LTD	P054773	2761091-06	222118	SWITCH,900A, S & C OMNI-RUPTER	\$5,467.74
	P054773	2761091-07		CUTOUT/ARRESTER BRACKET 48"L	\$845.72
	P055034	2817458-00		WIRE, GUY 3/8" UTILITY GRADE,	\$760.20



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
HD SUPPLY POWER SOLUTIONS LTD	P055034	2817458-00	222118	BRACKET CONDUIT RISER, 15",	\$1,840.77
	P055034			WIRE, GUY 7/16 UTILITY GRADE,	\$1,552.98
	P055044	2817803-01	222339	INHIBITOR DE-OX, OXIDE INHIBIT	\$48.31
PERMIT REFUND		2015-000823	222324	1101 WINSLOW-UG UPGRADE REFUND	\$175.00
PLASTIC DIP MOLDINGS INC	P054983	78357	222147	XFMR, BUSHING COVER, PDM4227	\$1,015.08
	P054983			ADJUST FOR TAX	(\$0.03)
WESCO DISTRIBUTION INC	P054781	603430	222407	CABLE, SEC, UG TRIPLEX, 4/0 AL	\$10,438.95
	P054781			CABLE, SEC, UG TRIPLEX 350 AL	\$37,824.15
	P054781			PRICE ADJUSTMENT STOCK #E1 22	(\$0.17)
	S016268	605770		FUSE, NX 40A CURRENT LIMIT CAP	\$2,091.64
	P054781	606526		CABLE, SEC,OH TRIPLEX, #6 AL,	\$3,469.50
	P054781			CABLE, SEC,OH QUAD, 1/0 AL,	\$9,400.00
	P054781			PRICE ADJUSTMENT FOR STOCK	(\$0.38)
	P054781			PRICE ADJUSTMENT FOR STOCK	(\$0.54)
TOTAL ****					\$93,232.08
Division:	501	BUSINESS SERVICES			
ARBAUGH & ASSOCIATES INC		1419	222255	ARBAUGH CONTRACT FEES-MAR'15	\$840.00
BANK OF AMERICA		TXN00020597	222258	STONE SOUP -BUS. SVCS ADMIN MT	\$31.69
		TXN00020704		GOTOCITRIX-GOTO MEETING FEE	\$20.64
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$615.56
UNITED PARCEL SERVICE	S016282	000986641155	222178	GROUND PKG TO ITRON FOR SYSTEM	\$5.57
	S016282			GROUND PKG TO SCHNEIDER ELECTR	\$4.90
	S016282			GROUND PKG TO SEL-REPAIR FOR M	\$5.31
	S016296	000986641165	222396	GROUND PKG TO ABB FOR MPP SHOP	\$11.74
	S016296			WEIGHT CORRECTION FOR PKG TO A	\$4.21
WASHINGTON CITIES INSURANCE AUTHORITY		MAR 2015	222405	WCIA CLAIMS PAID-MARCH 2015	\$8,836.48
XEROX CORPORATION		0787977017	222413	W7855 BASE CHRG/PRINTS-MAR	\$62.39
	P054714	078977018		XEROX LEASES FOR 2015:	\$252.20
	P054714	078977019		XEROX LEASES FOR 2015:	\$335.42
BUSINESS SERVICES TOTAL ****					\$11,026.11
Division:	502	ELECTRICAL ENGINEERING			
BANK OF AMERICA		TXN00020531	222258	COR-ROW PERMIT-805 GOETHALS	\$75.00
		TXN00020686		ALEXANDER-ELECT REFERENCE HDBO	\$201.37
		TXN00020693		TECHSTREET-ELECT CODE HDBOOK	\$57.56
		TXN00020776		T&F BOOKS-ELECT POWER CABLE BO	\$155.66
		TXN00020784		TECHSTREET-ENGINEER HANDBOOKS	\$179.19
		TXN00020790		ALEXANDER-ELECT POCKET GUIDE	\$25.94
		TXN00020802		PHASE 3 MEDIA-ENGINEER HANDBOO	\$357.00
BI STATE OCCUPATIONAL SAFETY & HEALTH		1203-B	222299	DOT EXAMS/LOGGING/MEDICAL	\$130.00
GRAINGER	S016275	9700631535	222114	FOOT FOR HEATER ITEM #44F212	\$11.99



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TALMAGE, BILL		15-174 TALMAGE	222246	NWPPA CONF/TACOMA/TALMAGE	\$1,210.08
US BANK EQUIPMENT FINANCE INC		273654685	222399	XEROX 6605 SCANNER 5/6-6/5/15	\$81.60
WA STATE DEPT OF TRANSPORTATION		RE-45-JE5520L3014	222182	X/G ELECTRIC LINES INSPECTION	\$231.93
WATER SOLUTIONS INC	P054903	10735	222188	DCS (703) BDLG WATER UNIT RENT	\$13.59
ELECTRICAL ENGINEERING TOTAL ****					\$2,730.91
Division:	503	POWER OPERATIONS			
ALTEC INDUSTRIES INC		5185231	222200	REPAIR BOOM TRUCK	\$560.12
		9174878		RETURN PLATFORM COVER	(\$97.31)
BANK OF AMERICA		TXN00020639	222258	AMAZON/AEROKROIL LUBRICANT	\$162.00
		TXN00020642		AMAZON/LITHIUM GREASE	\$19.32
		TXN00020678		ULINE/TELESCOPIC BOXES	\$176.77
		TXN00020782		SPORTSMANS-TWO-WAY RADIOS	\$86.87
		TXN00020838		ULINE/ ALUMINUM TAGS	\$234.90
		TXN00020890		FARWEST/POLE CHOKER#03726	\$474.67
		TXN00020975		ALTEC CORP/COVER VINYL DRAWSTR	\$150.54
BEAVER BARK & ROCK		670901	222294	CONCRETE	\$241.07
BENTON PUD		4/15-72866300000	222297	BADGER REPEATER 2/26-3/27	\$11.95
BI STATE OCCUPATIONAL SAFETY & HEALTH		1203-B	222299	DOT EXAMS/LOGGING/MEDICAL	\$100.00
BOYD'S TREE SERVICE LLC	P054715	3854	222080	TREE PRUNING SERVICE FROM JANU	\$1,736.22
	P054715	3880	222301	TREE PRUNING SERVICE FROM JANU	\$3,472.44
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$2,166.55
				CITY UTILITY BILLS-MAR 2015	\$109.09
CONSTRUCTION AHEAD INC DBA		24042-15	222212	TRAFFIC CONTROL-STEVE'S	\$2,985.00
		24067-05		TRAFFIC CONTROL-THAYER FEEDERS	\$1,516.00
		25016-01		TRAFFIC CONTROL-805 GOETHALS	\$1,567.50
		25017-01		TRAFFIC CONTROL-MEADOW SPRINGS	\$1,633.75
FARWEST LINE SPECIALTIES LLC	S016262	187636	222326	KLEIN SNAP HOOKS #37Z	\$298.80
	S016262			FREIGHT	\$23.56
	S016262			KLEIN TOOL WID-OPENING STRAIGH	\$101.40
	S016262			BUCKINGHAM CANVAS BUCKET BAG #	\$239.40
GRAINGER	S016275	9693993215	222114	CABLE CUTTER ITEM #21TX84	\$421.81
	S016275	97009154946		CABLE CUTTER ITEM #1ED68	\$262.73
HD SUPPLY POWER SOLUTIONS LTD	S016147	2764975-01	222118	THE SUPER SQUEEZE MODEL #488W2	\$618.10
	S016147			MODEL #488RQ4 BUCKGRAB	\$9,526.39
	S016160	2772949-00		ALLEN RACHET FARGO #GP2093	\$314.07
	S016199	2797828-00		HUBBELL COMPLETE VOLTAGE TESTE	\$1,889.31
HI-LINE HOLDING COMPANY LLC DBA	S016260	1/H68680	222341	SHIPPING	\$23.25
	S016260			HANDLINE SWIVEL HOOK #KL259	\$53.64
	S016260			BREAKAWAY HOOK #SAH-7	\$91.00
	S016260			HOWES WIRE TOOL #KL1702-20N	\$136.77
	S016260			QUICK LINK 5/16" #CCT7645136	\$18.40



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LEIP, JAMES D		15-185 LEIP	222349	NWPPA E&O CONF/TACOMA/LEIP	\$199.00
OSMOSE UTILITIES SERVICES INC	P054909	7UB-0172822	222239	UTILITY POLE TESTING FROM 1/1/	\$12,303.91
PATRIOT DIAMOND INC	S016265	A04317	222145	COMBINATION DIAMOND BLADE,	\$311.40
RICHLAND ACE HARDWARE		209214	222369	QWIK FIX/END PIPE/HOOK	\$17.84
		45589		PAINT PENS	\$15.18
		45697		SPRAY PAINT	\$9.22
		45722		QUICK CHAIN LINK	\$17.65
SAGEBRUSH CONCRETE SAWING & DRILLING INC		T015-M3-016	222244	SLAB SAW-GOETHALS	\$797.56
		T015-M3-026		SLAB SAW-1606 STEVENS	\$305.64
STONEWAY ELECTRIC SUPPLY		S101194845.001	222168	STEEL LOCKNUTS/PVC ADAPTER	\$7.93
		S101200606.001	222245	SAFETY TRAILER FUSES	\$327.45
		S101205387.001		PVC 40 CONDUIT/ELBOWS	\$85.95
THE DRAIN SURGEON		32406	222247	PATCH PIPE-KNIGHT & GOETHALS	\$269.87
POWER OPERATIONS TOTAL ****					\$45,994.68
Division:	504	SYSTEMS DIVISION			
BANK OF AMERICA		TXN00020550	222258	OFFICE DEPOT -PENS, MARKERS, W	\$51.92
		TXN00020700		LANSHACK/FIBER ASSEMBLY	\$131.97
CDW GOVERNMENT INC	S016241	TJ19507	222086	DIGI POWER SUPPLY, 120VAC TO 1	\$92.11
	S016241	TL67503		DIGI POWER SUPPLY, 120VAC TO 1	\$184.23
	S016241	TN01243		DIGI PORTSERVER TS 2 H MEI,	\$1,460.11
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$1,438.02
OXARC INC		79159PS	222361	NITROGEN CYLINDER	\$14.91
STONEWAY ELECTRIC SUPPLY		S101209412.001	222245	REDUCED BUSHINGS	\$24.78
UTILITIES UNDERGROUND LOCATION CENTER	P054900	5030191	222400	UTILITIES LOCATE SERVICE FOR	\$228.32
SYSTEMS DIVISION TOTAL ****					\$3,626.37
Division:	505	ENERGY POLICY MGMT			
APOLLO SHEET METAL INC		143693	222254	568 RIVERSTONE-REBATE-HPUMP	\$1,000.00
BANK OF AMERICA		TXN00020730	222258	ACT-CONF REGISTRATION-TRIP 15-	\$195.00
		TXN00020919		OFFICE DEPOT-STENO BOOKS	\$14.23
BENTON COUNTY AUDITOR/WEATHERWISE	P055157	312620 LIEN	222295	EE LOAN: T BENSHOOF, 804/806	\$73.00
	P055147	33460	222072	B SLACK-RECORD LIEN; AC# 33460	\$72.00
	P055147	350460 LIEN		T BLADOW-RECORD LIEN; AC# 3504	\$72.00
	P055147	612800 LIEN		K MEAD-RECORD LIEN; AC# 612800	\$72.00
	P055147	823720		J ESCUJURI-RECORD LIEN; AC# 82	\$72.00
	P055147	880740		R STEEN-RECORD LIEN; AC# 88074	\$72.00
CITY OF RICHLAND		152380	222312	930 SMITH-REBATE-HP	\$1,000.00
		173720		1004-1006 CEDAR-REBATE-WIND	\$2,034.00
		272560		1105 LONG-REBATE-HP	\$2,000.00
		331100		1521 JADWIN-REBATE-DHP	\$800.00
		612800		1803 MARSHALL-REBATE-HP	\$1,000.00



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CITY OF RICHLAND		802160	222312	283 ADAIR-REBATE-HP	\$1,000.00
CLEARRESULT CONSULTING	P055144	062544	222313	DUCTLESS HEAT PUMP PROGRAM	\$240.00
	P055144	062557		DUCTLESS HEAT PUMP PROGRAM	\$80.00
DELTA HEATING & COOLING INC	P054923	23204	222216	EE LOAN: D TOWNSEND, 930 SMITH	\$7,672.59
	P055069	23263		EE LOAN: S BROWN, 1521 JADWIN	\$10,713.39
	P055106	23291		EE LOAN: K MEAD, 1803 MAHAN -	\$5,864.40
EFFICIENCY SOLUTIONS LLC	P054728	3-15	222106	COMMERCIAL ENERGY EFFICIENCY	\$3,713.15
GLASS NOOK INC		65843	222334	630 BERKSHIRE-REBATE-WINDOWS	\$335.32
		66195		1171 HILLS WWAY-REBATE-WINDOWS	\$2,411.02
JACOBS & RHODES INC		112105	222347	1230 BRIDLE-REBATE-HEAT PUMP	\$1,000.00
MARK VINCENT CONSTRUCTION LLC		1158	222351	2002 DAVISON-REBATE-WINDOWS	\$1,470.00
NOTARY LAW INSTITUTE		38034	222238	NOTARY SEMINAR-PURYEAR	\$79.00
PERFECTION GLASS		9936411197	222146	1230 VIEW-REBATE-WINDOWS	\$350.63
		9936416817		556 FULLER-REBATE-WINDOWS	\$334.14
		9936417335	222364	112 PIPER CT-REBATE-WINDOWS	\$1,338.00
		9936417398		2104 PUTNAM-REBATE-WINDOWS	\$324.00
TOTAL ENERGY MANAGEMENT INC		52725WWR	222389	505 CASCADE-REBATE-HEAT PUMP	\$1,000.00
		52808WWR		327 CASEY-REBATE-HEAT PUMP	\$1,000.00
	P055083	52814LOAN	222249	EE LOAN: J CONOVER, 283 ADAIR	\$13,027.66
TRANS UNION LLC		03502825	222174	CREDIT REPORTS-MARCH 2015	\$19.83
WATER SOLUTIONS INC	P054903	10735	222188	DCS (703) BDLG WATER UNIT RENT	\$17.38
WRP WASHINGTON PLAZA LLC		11128-FY2015-0025	222197	1823 GWWAY-LIGHTING REBATE	\$1,840.00
ENERGY POLICY MGMT TOTAL ****					\$62,306.74
Division:	506	TECHNICAL SERVICES			
BANK OF AMERICA		TXN00020491	222258	AT&T-B Cobb Phone Case	\$38.01
		TXN00020514		NEWEGG-Adapter Cables	\$34.18
		TXN00020643		NEWEGG-2 NULL MODEM CABLES	\$13.61
		TXN00020720		IMSA-J CARMONA 2 CERT RENEWALS	\$70.00
		TXN00020818		THE HOME DEPOT-WET/DRY VAC, TO	\$125.37
		TXN00020848		L & I-N MCMAHON EL RENEWAL	\$69.70
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$1,148.02
TECHNICAL SERVICES TOTAL ****					\$1,498.89
ELECTRIC UTILITY FUND Total ***					\$220,415.78
FUND	402	WATER UTILITY FUND			
Division:	000				
BADGER DAYLIGHTING		15-00379	222070	REFUND HYDRANT METER #316	(\$30.00)
				REFUND HYDRANT METER #316	\$750.00
BADGER METER INC	P054912	1034830	222071	WATER METER BRONZE DISC 1-1/2"	\$888.46
	P054912			METER,WATER BRONZE DISC, 1",	\$2,386.77



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BADGER METER INC	P054912	1034830	222071	ADJUST SALES TAX	(\$0.01)
	P054912	1037125		METER,WATER BRONZE DISK, 3/4,	\$10,740.45
CONSOLIDATED SUPPLY CO	P054885	S7180576.001	222099	TUBING, COPPER 1" TYPE K,	\$5,726.78
	P054885			TUBING, COPPER 2" TYPE L RIGID	\$611.46
POW CONTRACTING		14-01870	222151	REFUND HYDRANT METER #347	\$750.00
PREMIER EXCAVATION INC		14-01752	222152	REFUND HYDRANT METER #316	\$750.00
				REFUND HYDRANT METER #316	(\$30.00)
WITTMAN, NANCY		2014-002480	222195	1319 HAINS-WATER SERVICE LINE	\$700.00
UNASSIGNED TOTAL ****					\$23,243.91
Division:	410	WATER CAPITAL PROJECTS			
BANK OF AMERICA		TXN00020488	222258	PCW MEMORY-SWITCH HARDWARE	\$279.80
				PCW MEMORY-SWITCH HARDWARE	\$209.85
HD FOWLER COMPANY INC		I3876868	222338	DOUBLE CHECK VALVE ASSEMBLYS	\$738.37
IMT INC		6208	222344	WTR TREATMENT PLANT TESTING	\$405.00
PRO BUILD COMPANY LLC		71456735	222365	CONCRETE MIX	\$18.46
RICHLAND ACE HARDWARE		209299	222369	ELBOW	\$1.94
		45812		FASTENERS/FOAM PIPE	\$86.98
		45871		QWIK FIX COUPLE/GARDEN STAPLES	\$73.49
		45960		FLEX HOSES	\$82.51
		46003		QWIK FIX/POLY INSERTS	\$17.31
STEEBER'S LOCK SERVICE		4239	222380	MASTER LOCKS (42)	\$1,094.69
STONEMAN ELECTRIC SUPPLY		S101196429.001	222168	LIQUID TIGHT CONNECTORS	\$14.74
		S101197108.001		COPPER WIRE	\$205.29
		S101198787.001		CONNECTORS	\$23.03
		S101219831.004	222382	FLOOD LIGHT BULBS	\$601.73
		S101223780.001		1/2" CONDUIT	\$7.61
		S101225467.001		1/2" CONDUIT/PHOTO CONTROL	\$45.80
		S101226582.001		IRRIGATION TURF BOX	\$19.56
WASTE MANAGEMENT		0092123-1819-1	222187	POL-100 SAINT	\$90.61
WILDLANDS INC		10243	222411	WEED BARRIER FABRIC	\$162.90
WATER CAPITAL PROJECTS TOTAL ****					\$4,179.67
Division:	411	WATER ADMINISTRATION			
ARBAUGH & ASSOCIATES INC		1419	222255	ARBAUGH CONTRACT FEES-MAR'15	\$540.00
LAW OFFICE OF THOMAS M PORS	P055109	435	222128	WATER RIGHTS MANAGEMENT - REVI	\$105.00
WATER ADMINISTRATION TOTAL ****					\$645.00
Division:	412	WATER OPERATIONS			
BANK OF AMERICA		TXN00020494	222258	NOVA BIOLOGICALS - WATER SAMPL	\$250.00
		TXN00020519		AMAZON - TELESCOPE FLASHLIGHT	\$25.98
		TXN00020529		AMAZON - TELESCOPE FLASHLIGHT	\$12.99
		TXN00020816		WETRC - FATELEY TRAINING	\$300.00



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020822	222258	AWWA - ACE - FINCH	\$795.00
BC SALES CO INC		B372942	222293	SAFETY VEST-MASTERS	\$12.98
BENTON FRANKLIN HEALTH DISTRICT		7137	222296	WATER SAMPLES	\$2,776.00
BENTON RURAL ELECTRIC ASSOCIATION		3/15-385100	222298	KENNEDY BOOSTER STATION	\$1,370.18
BRANOM INSTRUMENT CO	S016238	547413	222081	FREIGHT	\$10.02
	S016238			REPLACEMENT DISPLAY FOR MAG	\$181.36
	S016238			ADJUST TAX	\$0.01
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$103.80
				CITY UTILITY BILLS-MAR 2015	\$40,344.15
CORRECT EQUIPMENT INC	S016253	31118	222100	FREIGHT	\$275.00
	S016253			CHLORINATION TABLETS, 55LB PAI	\$5,755.20
ENERGY NORTHWEST		ENV02545	222323	WATER SAMPLES	\$1,004.00
FASTENAL COMPANY		WARIC49113	222327	CLAMPS	\$11.52
GRAINGER	S016275	9699451093	222114	CIRCUIT PROTECTOR ITEM #2DC60	\$330.49
	S016275	9702333775		SOLID STATE RELAY ITEM #1EGK7	\$60.55
MASTERS, CHARLES M JR		CCC CERT EXAM	222353	MASTERS-CCC CERT EXAM FEES	\$144.00
REXEL INC DBA		G482255	222161	PATCH CORDS	\$16.83
STONEWAY ELECTRIC SUPPLY		S101180304.001	222168	SAFETY SWITCHES	\$697.56
		S101181000.001		NON-REVERSING CONTACTOR	\$154.23
		S101181000.002		OVERLOAD RELAY	\$62.27
		S101181000.003	222382	REMOTE RELAY	\$37.28
		S101184714.001	222168	TERMINAL BLOCKS	\$17.67
		S101187120.001		CONNECTORS	\$16.57
		S101188914.001		PUSHBUTTON OPERATOR	\$49.65
		S101190511.001		STEEL CONDUIT	\$43.18
		S101216880.001	222382	INTERMATIC PHOTO CONTROLS	\$81.62
		S101217974.001		CONNECTORS/CONDUIT BODIES	\$27.63
		S101221461.001		NON LOCKING HANDLE	\$43.95
WATER OPERATIONS TOTAL ****					\$55,011.67
Division:	413	WATER MAINTENANCE			
BANK OF AMERICA		TXN00020525	222258	FLAGPOLE - SLEEVE CLAMP-WTP	\$51.05
		TXN00020745		OFFICE DEPOT - TAPE, STAPLES	\$23.70
		TXN00020815		AWWA - ACE - SIEFKEN	\$795.00
		TXN00020966		PAYPAL - SHIPPING	\$75.07
				PAYPAL- TUBE BENDERS	\$901.62
BEAVER BARK & ROCK		671996	222294	CONCRETE	\$125.95
BRANOM INSTRUMENT CO		548140	222302	PRESSURE TRANSDUCER	\$589.69
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$62.06
				CITY UTILITY BILLS-MAR 2015	\$483.75
				CITY UTILITY BILLS-MAR 2015	\$31.75
				CITY UTILITY BILLS-MAR 2015	\$806.72



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$27.16
				CITY UTILITY BILLS-MAR 2015	\$13,204.22
				CITY UTILITY BILLS-MAR 2015	\$4.01
				CITY UTILITY BILLS-MAR 2015	\$48.36
GRAINGER	S016275	9700631543	222114	CORDLESS RECIP SAW ITEM #4CY88	\$228.50
	S016275	9703260365		V-BELT ITEM #3L250	\$10.65
HD SUPPLY WATERWORKS LTD	S016178	D559407	222119	PACK JOINT TEE, 2" PACK JOINT	\$438.27
KELLEY'S TELE-COMMUNICATIONS INC	P054898	276304012015	222125	ANSWERING SERVICE CHARGES - WA	\$46.30
OXARC INC		R333266	222361	MULTIPLE GASES-CYLINDERS	\$63.82
PRO BUILD COMPANY LLC		71456572	222365	LUMBER 2X4'S	\$143.93
		71456736		LUMBER 2X6'S	\$12.38
		71456748		LUMBER 2X6'S	\$12.57
RICHLAND ACE HARDWARE		209373	222369	CUSHION GRIP GUN NOZZLE	\$10.85
		45822		RAKE	\$24.97
		45913		PVC UNIONS	\$14.10
		45957		PVC UNIONS	\$26.04
STONEWAY ELECTRIC SUPPLY		S101210907.001	222382	BYPASS VALVES	\$81.45
UTILITIES UNDERGROUND LOCATION CENTER	P054900	5030191	222400	UTILITIES LOCATE SERVICE FOR	\$38.06
XEROX CORPORATION		0787977017	222413	W7855 BASE CHR/PRINTS-MAR	\$49.56
WATER MAINTENANCE TOTAL ****					\$18,431.56
WATER UTILITY FUND Total ***					\$101,511.81
FUND 403	WASTEWATER UTILITY FUND				
Division:	421	SEWER CAPITAL PROJECTS			
BANK OF AMERICA		TXN00020923	222258	OEM OPTIC-OEM SWITCH GEAR	\$147.99
SEWER CAPITAL PROJECTS TOTAL ****					\$147.99
Division:	422	SEWER OPERATIONS			
BANK OF AMERICA		TXN00020496	222258	HACH COMPANY/FECAL BROTH AMPUL	\$168.73
		TXN00020516		INSPECTUSACOM - compost probe	\$194.62
		TXN00020540		AMAZON MKTPLACE PMTS-AED PADS	\$40.00
		TXN00020637		COLUMBIA BASIN PAPER &-LAB SUP	\$51.04
		TXN00020645		OFFICE DEPOT #2766 -2 chairs	\$443.59
		TXN00020655		STAPLES - VIEW BINDERS	\$49.96
		TXN00020656		USA BLUE BOOK-SAFETY DVD SODIU	\$137.17
		TXN00020706		TTT ENVIRONMENTAL/GAS MONITOR	\$531.01
		TXN00020714		AMAZON MKTPLACE PMTS-THROTTLEX	\$61.95
		TXN00020732		WATER ENVIRONMENT FEDTN -J.BYK	\$107.00
		TXN00020760		AMAZON MKTPLACE PMTS-SOLAR PAN	\$167.26
		TXN00020788		USA BLUE-IMMERSION ASSEMBLY	\$225.45
		TXN00020870		INTNL TRANSACTION FEE/APG NEUR	\$5.70



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020887	222258	USA BLUE BOOK/BENCHTOP FURNACE	\$1,697.31
		TXN00020900		APG NEUROS/FILTERS	\$712.27
BENTON FRANKLIN HEALTH DISTRICT		7162	222077	WASTEWATER SAMPLES-MARCH	\$116.00
BI STATE OCCUPATIONAL SAFETY & HEALTH		1203-B	222299	DOT EXAMS/LOGGING/MEDICAL	\$230.00
		1304-B		DOT EXAM-NO SHOW FEE	\$50.00
CENTRAL HOSE & FITTINGS INC		408119	222307	HOSE BARB/CLAMP/WASHER	\$920.42
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$18,310.34
DUPONT SUSTAINABLE SOLUTIONS DBA	P055040	PURI001321	222104	CSE012 CONFINED SPACE: KEEPING	\$98.75
	P055040			FREIGHT	\$4.16
	P055040			CSE012-HBK CONFINED SPACE: KEE	\$14.63
	P055040			CSE004 VENTILATION HANDBOOK	\$14.63
	P055040			CSR002 NON ENTRY RESCUE DVD (B	\$14.63
	P055040			SALES TAX @ 8.6%	\$20.76
	P055040			CSE004 VENTILATION DVD	\$98.75
NORCO INC		15695086	222360	COMPRESSED GASES DELIVERY	\$329.17
OXARC INC		R333265	222361	ACETYLENE GAS CYLINDER	\$13.38
PARADISE BOTTLED WATER CO		3/15-WASTEWATER	222143	BOTTLED WATER	\$290.20
PASCO MACHINE COMPANY INC		74778	222144	AERATION BASIN-MACHINE WORK	\$81.45
RICHLAND ACE HARDWARE		45973	222369	EXTENSION CORDS	\$206.29
ROGERS MACHINERY COMPANY INC		986302	222374	REPLACE MOTOR OVERLOAD	\$378.47
SIGMA-ALDRICH RTC	P055087	332413	222165	SHIPPING	\$12.00
	P055087			DEMAND WP 20 ML, ITEM #PE1130-	\$54.90
STONEWAY ELECTRIC SUPPLY		S101183296.001	222168	DIE CAST WATERTIGHT HUBS	\$11.50
		S101184060.001		FUSE/HUB	\$9.39
		S101189809.001		GROUNDING BUSHING	\$14.49
		S101195170.001		STEEL CONDUIT	\$75.31
		S101200961.001		OUTLET BOX	\$7.79
		S101210720.001		CONNECTORS	\$45.19
		S101217294.001		CONNECTORS/CABLE TIE	\$45.17
TACOMA SCREW PRODUCTS INC		22114266	222170	BRASS FITTINGS/BENCH DUSTER	\$23.08
		22114514		HEX CAP SCREWS/NUTS	\$21.82
		22114648		DANGER STAY CLEAR SIGNS	\$169.57
		22114916	222383	CAP SCREWS/WASHERS/NUTS	\$4.70
		22114941		BOTTOM TAP/PLUG TAP	\$10.08
		22115181		SS EYE BOLTS/SNAP LINKS	\$22.28
UNITED PARCEL SERVICE	S016282	000986641155	222178	GROUND PKG TO TTT ENVIRONMENTA	\$3.79
	S016282			GROUND PKG TO COL ANALYTICAL F	\$7.95
	S016296	000986641165	222396	NDA PKG TO ALS FOR WWTP 04/14	\$20.05
	S016296			ADDITIONAL HANDLING FOR PKG TO	\$9.00
WASTE MANAGEMENT		0092122-1819-3	222187	POL SRVCS-COMPOST PAD	\$103.12
XEROX CORPORATION		079031093	222413	W5135BASE CHRG/PRINTS-MARCH	\$205.03



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
SEWER OPERATIONS TOTAL ****					\$26,661.30
Division:	423	SEWER MAINTENANCE			
BANK OF AMERICA		TXN00020575	222258	USA BLUE BOOK - DEWATERING PUM	\$292.25
		TXN00020796		DELL SALES & SERVICE - TABLET	\$130.31
		TXN00020825		OXFORD SUITES SULLIVAN PA - B.	\$401.19
		TXN00020869		DAILY DONUTS - SAFETY MTG 3/25	\$29.72
		TXN00020874		C&C SMART FOOD52305752-BARNES	\$111.01
BI STATE OCCUPATIONAL SAFETY & HEALTH		1203-B	222299	DOT EXAMS/LOGGING/MEDICAL	\$200.00
		1304-B		HEPATITIS B VACCINE	\$105.00
CH2O INC		231713	222088	BOILER TESTING-MAR'15 BW LABOR	\$62.61
CUES INC	P054089	410810	222318	ESRI Module for Granite XP Sof	\$12,996.00
DUPONT SUSTAINABLE SOLUTIONS DBA	P055040	PUR1001321	222104	CSE004 VENTILATION HANDBOOK	\$29.25
	P055040			CSE012 CONFINED SPACE: KEEPING	\$197.50
	P055040			SALES TAX @ 8.6%	\$41.52
	P055040			FREIGHT	\$8.31
	P055040			CSR002 NON ENTRY RESCUE DVD (B	\$29.25
	P055040			CSE012-HBK CONFINED SPACE: KEE	\$29.25
	P055040			CSE004 VENTILATION DVD	\$197.50
FASTENERS INC		S4211418.001	222328	M12 M-SPECTOR TOOL	\$140.70
		S4224015.001	222109	SNAP RING PLIER SET	\$48.86
KELLEY'S TELE-COMMUNICATIONS INC	P054898	276304012015	222125	ANSWERING SERVICE CHARGES - WA	\$46.30
PRINTER TECH SERVICE & SUPPLIES		17427	222153	TONER CARTRIDGE	\$152.04
SIEMENS INDUSTRY INC	P055043	5600043963	222164	FREIGHT	\$17.54
	P055043			PDM SOFTWARE & CONNECTION FOR	\$167.24
	P055043	5600057552		FREIGHT	\$21.17
	P055043			KIT W/ ONE 9PIN D SUB TO RJ11	\$89.79
TACOMA SCREW PRODUCTS INC		22115164	222383	TWISTED NYLON ROPE/HOOKS	\$174.11
UTILITIES UNDERGROUND LOCATION CENTER	P054900	5030191	222400	UTILITIES LOCATE SERVICE FOR	\$38.06
SEWER MAINTENANCE TOTAL ****					\$15,756.48
WASTEWATER UTILITY FUND Total ***					\$42,565.77
FUND	404	SOLID WASTE UTILITY FUND			
Division:	432	SOLID WASTE COLLECTION			
BI STATE OCCUPATIONAL SAFETY & HEALTH		1203-B	222299	DOT EXAMS/LOGGING/MEDICAL	\$130.00
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$186.17
CLAYTON WARD COMPANY		769905	222093	CURBSIDE RECYCLING-MARCH	\$3,165.10
SOLID WASTE COLLECTION TOTAL ****					\$3,481.27
Division:	433	SOLID WASTE DISPOSAL			
BANK OF AMERICA		TXN00020502	222258	F. J. EVANS ENGINEERIN - eleme	\$936.04
		TXN00020849		YAKIMA WORKER CARE-CDL PHYSICA	\$94.00



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020899	222258	YAKIMA WORKER CARE-CDL PHS.M.A	\$94.00
		TXN00020902		SIMFORMOTION -TRAINING VIDEOS	\$156.82
CAROLINA SOFTWARE	P054758	57528	222083	WASTEWORKS SOFTWARE SUPPORT AN	\$250.00
CITY OF RICHLAND		040615	222091	CASHIER SHORTAGE-PERRY 3/14/15	\$10.00
		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$1,860.87
GRAINGER	S016275	9695339052	222114	DRUM COVER ITEM #19K322	\$117.25
MITCHELL, FRANK		MARCH 2015	222138	MITCHELL-MILEAGE MARCH 2015	\$40.25
PARADISE BOTTLED WATER CO		3/15-LANDFILL	222143	BOTTLED WATER	\$116.32
UNITED PARCEL SERVICE	S016296	000986641165	222396	GROUND PKG TO LANDTEC FOR LAND	\$5.48
WASTE MANAGEMENT		0092120-1819-7	222187	POL SERVICES-LANDFILL	\$120.04
XEROX CORPORATION		078976989	222413	W7225 BASE CHRGR/PRINTS-MARCH	\$181.35
SOLID WASTE DISPOSAL TOTAL ****					\$3,982.42
SOLID WASTE UTILITY FUND Total ***					\$7,463.69
FUND 405	STORMWATER UTILITY FUND				
Division:	440	STORMWATER CAPITAL PROJECTS			
AMERICAN ROCK PRODUCTS INC		228043	222201	TOP COURSE-COUNTRY RIDGE	\$632.79
BEAVER BARK & ROCK		670304	222204	GRAVEL	\$42.33
		670893		RIVER ROCK	\$39.07
HD FOWLER COMPANY INC		C353221	222117	RETURN PVC SEWER PIPE	(\$4,701.69)
		I3873744		PVC SEWER PIPE	\$5,315.29
IMT INC		6206	222344	DECANT FACILITY TESTING	\$1,510.00
REESE CONCRETE PRODUCTS MFG	P055078	54340	222159	STORM REPAIRS AT COUNTRY RIDGE	\$3,714.12
	P055078			BEEHIVE GRATE, EJIW 3700 (4")	\$6,190.20
TACOMA SCREW PRODUCTS INC		22115375	222383	SCREW PIN ANCHOR SHACKLES	\$87.03
URS CORPORATION	P054281	6245658	222398	MOD #1 ADDITION PRE-DESIGN REP	\$7,616.76
STORMWATER CAPITAL PROJECTS TOTAL ****					\$20,445.90
Division:	441	STORMWATER			
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$278.00
DUPONT SUSTAINABLE SOLUTIONS DBA	P055040	PURI001321	222104	CSE012 CONFINED SPACE: KEEPING	\$98.75
	P055040			CSE012-HBK CONFINED SPACE: KEE	\$14.62
	P055040			CSE004 VENTILATION DVD	\$98.75
	P055040			CSE004 VENTILATION HANDBOOK	\$14.62
	P055040			CSR002 NON ENTRY RESCUE DVD (B	\$14.62
	P055040			SALES TAX @ 8.6%	\$20.75
	P055040			FREIGHT	\$4.16
REGIONAL DISPOSAL COMPANY		0000145086	222368	CONTAMINATEDE SOIL DISPOSAL	\$250.47
TACOMA SCREW PRODUCTS INC		22114411	222170	ANCHOR SHACKLES	\$10.99
STORMWATER TOTAL ****					\$805.73
STORMWATER UTILITY FUND Total ***					\$21,251.63



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VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 407	MEDICAL SERVICES FUND				
Division:	000				
AMBULANCE REFUND		2014-00451/00527	222141	REFUND OVERPAYMENT 2014-00451	\$225.49
				REFUND OVERPAYMENT 2014-00527	\$225.84
UNASSIGNED TOTAL ****					\$451.33
Division:	121	AMBULANCE			
BANK OF AMERICA		TXN00020511	222258	PROVANTAGE - TONER CART	\$212.12
		TXN00020681		THOMAS EMS - DRUG CASES	\$625.85
		TXN00020682		AMAZON - QUANTUM DIVIDERS	\$44.34
		TXN00020683		GRAINGER - EXT CORD	\$183.19
		TXN00020685		RESCUE NW - ROPE THROW BAG	\$126.26
		TXN00020687		GRAINGER - BOOSTER CABLES	\$232.12
		TXN00020689		AMAZON - QUANTUM BINS	\$63.00
		TXN00020702		CPO COMMERCE - SAWZALL	\$125.99
		TXN00020711		AMAZON - QUANTUM BINS	\$63.00
		TXN00020725		NW RIVER SUPPLIES - LIFE VESTS	\$749.18
		TXN00020739		CONTERRA - AIRWAY/TUBE ORGNZR	\$361.43
		TXN00020750		THOMAS EMS - DRUG CASES	\$603.73
		TXN00020753		MARKETLAB - EMS DRAWER	\$100.37
		TXN00020779		WITMER - IRONS STRAP, CUTTERS	\$385.97
		TXN00020821		ARMSTRONG - PED ALS ORGNZR	\$476.04
CHAPLAIN SERVICES NETWORK		RFD-033115	222308	CHAPLAIN SRVCS JAN-MAR 2015	\$1,338.75
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$255.70
FEDERAL EXPRESS CORP		2-989-94658	222329	RETURN MEDICAL SUPPLIES	\$15.65
OXARC INC		68083PS	222361	MEDICAL OXYGEN	\$29.96
		69397PS		MEDICAL OXYGEN	\$29.96
PARADISE BOTTLED WATER CO		3/15-FIRE ST 71	222362	BOTTLED WATER	\$43.20
		3/15-FIRE ST 72		BOTTLED WATER	\$21.85
		3/15-FIRE ST 73		BOTTLED WATER	\$18.80
SMITH, JOSHUA		BLS INSTRUCTOR	222376	SMITH-BLS INSTRUCTOR FEE	\$75.00
SPRINT		147658811-088	222379	LIFEPACK SERVICE 2/15-3/14/15	\$151.24
		891160522-133		CELL PHONES 2/18-3/17/15	\$36.38
STERICYCLE INC		3002967267	222381	BIO WASTE DISPOSAL FEE-MARCH	\$47.03
TRITECH SOFTWARE SYSTEMS		20150305	222393	SW SUPPORT RENEWAL 5/15-5/2016	\$7,461.95
U SELECT IT CORPORATION		58822380	222394	SOFTWARE MONITORING SRVCS-APR	\$100.00
VERIZON WIRELESS		9742525037	222402	MDT WIRELESS 3/20-4/19/15	\$224.12
AMBULANCE TOTAL ****					\$14,202.18
MEDICAL SERVICES FUND Total ***					\$14,653.51
FUND 408	BROADBAND FUND				



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 460	BROADBAND ADMINISTRATION				
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$146.56
BROADBAND ADMINISTRATION TOTAL ****					\$146.56
BROADBAND FUND Total ***					\$146.56
FUND 501	CENTRAL STORES FUND				
Division: 000					
BANK OF AMERICA		TXN00020718	222258	STYLESLOGISTIC/NEVER-SEEZ FOR	\$131.78
GRAINGER	P055098	9702563249	222335	JUG, WATER COOLER, 3 GALLON,	\$452.82
	P055098	9702702144		JUG MOUNTING RACK, 2-5 GALLON	\$146.05
	P055098			JUG CUP DISPENSER, PLASTIC	\$144.92
	P055098			ADJUST SALES TAX	(\$0.01)
HD FOWLER COMPANY INC	P055024	I3871494	222117	SPRINKLER 5" POP-UP ROTOR 5500	\$224.80
	P055024			SPRINKLER 4" PART CIRCLE 5000	\$245.00
	P055024			SPRINKLER 4" FULL CIRCLE 5000	\$612.50
	P055024			SPRINKLER ULTRA, HUNTER I-25	\$4,309.94
	P055024			SPRINKLER FULL CIRCLE FALCON	\$2,397.89
	P055024			SPRINKLER PART CIRCLE FALCON	\$1,198.94
	P055024			ADJUST SALES TAX	\$0.02
	P055024			SPRINKLER ULTRA, HUNTER I-20	\$1,163.32
HORIZON DISTRIBUTION INC	P055035	858999	222121	HAMMER, CARPENTER 16OZ, CURVED	\$30.34
INTERLINE BRANDS INC DBA	S016283	333105971	222223	CLEANER, NON-ACID DISINFECTANT	\$879.66
	P055072	333654291	222124	SOAP, CARTRIDGE LOTION W/PCMX,	\$1,741.73
NORCO INC	P054918	15572337	222142	GLOVES, THERMOLITE LINER,	\$166.94
	P054918	15572338		GLOVES, COWHIDE, X-LARGE,	\$65.16
	P054918	15640743		GLOVES, COWHIDE, LARGE,	\$1,954.80
URM STORES INC		C30917717	222179	LYSOL/WINDEX/BLEACH/DAWN	\$686.63
WALTER E NELSON CO	P054982	256451/275083	222184	TISSUE, TOILET ROLL, 2PLY,	\$2,172.43
UNASSIGNED TOTAL ****					\$18,725.66
Division: 903	CENTRAL STORES				
XEROX CORPORATION		078977030	222413	D95 PRINT SHP-PRINTS 2/21-3/25	\$617.21
		078977032		C75 PRINT SHP-PRINTS-2/21-3/25	\$2,013.79
CENTRAL STORES TOTAL ****					\$2,631.00
CENTRAL STORES FUND Total ***					\$21,356.66
FUND 502	EQUIPMENT MAINTENANCE FUND				
Division: 214	EQUIPMENT MAINTENANCE				
A & E TOWING LLC		3010	222065	TOWING VEH 3325 WO 38848	\$415.39
		3012	222253	TOWING VEH 3315 WO 38913	\$428.42
ASE		ORD-972622-4QHY3H	222256	ASE TRAINING-STUHR	\$71.00



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From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ATOMIC AUTO BODY INC		27168	222068	REPAIR VEH 3301 WO 38781	\$3,015.44
		27231	222257	HINGES VEH 2364 WO 38944	\$153.89
B AND B TRAILERS LLC		994	222069	CABLES VEH 3309 WO 38824	\$65.16
BANK OF AMERICA		TXN00020482	222258	BARNES&NOBLE COM - ASE Book	\$63.91
		TXN00020621		WAYFAIR/DRY ERASE BOARD	\$198.99
		TXN00020625		WEST COAST OFF ROAD - Purchase	\$1,384.58
		TXN00020633		WEST COAST OFF ROAD - Purchase	\$1,384.58
		TXN00020798		HOMEDEPOT/FATMAX TOOL BOX	\$86.85
		TXN00020804		WA DOL VITAL CHEK - Purchase	\$30.75
		TXN00020938		HARBOR FREIGHT TOOLS	\$124.87
		TXN00020946		HARBOR FREIGHT TOOLS - RETURN	(\$54.29)
		TXN00020965		HARBOR FREIGHT TOOLS ONLINE450	\$85.36
BIG WEST EQUIPMENT		926430	222078	CURRENT DIVIDERS VEH 7149	\$3,019.49
CASCADE FIRE EQUIPMENT CORP DBA		114395	222305	RIVETS VEH 5029 WO 38928	\$93.09
CENTRAL HOSE & FITTINGS INC		407188	222087	HOSES VEH 3247 WO 38719	\$263.70
		407605		FITTINGS/HOSES VEH 3291/38714	\$101.54
		407746	222307	HYD ASSEMBLY VEH 7145 WO 38760	\$119.98
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$3,324.20
CLUSTER FIX LLC		571167	222314	LENS VEH 2349 WO 38972	\$54.30
COMMERCIAL TIRE INC		208439	222096	TIRES VEH 2408 WO 38903	\$159.27
		208445		TIRES VEH 2412 WO 38904	\$563.98
CONNELL OIL INC		0112566-IN	222098	LUBE PRODUCTS	\$1,906.49
		0112576-IN		LUBE PRODUCTS	\$1,844.92
		0113101-IN	222317	LUBE PRODUCTS	\$513.08
		0113111-IN		LUBE PRODUCTS	\$742.82
DAY MANAGEMENT CORPORATION DBA		382941	222319	REMOVE RADIO/LIGHTS VEH 1377	\$184.62
FASTENERS INC		S4223459.001	222109	LATEX FREE GLOVES/HAND CLEANER	\$264.81
		S4223502.001		CONNECTORS/TIE WRAP	\$153.82
		S4228982.001	222328	DRILL BITS	\$88.81
FINAL TOUCH UPHOLSTERY		26269	222330	ARM REST VEH 3311 WO 38272	\$40.72
		26289		REPAIR SEAT VEH 2395 WO 38631	\$314.94
		26319		BUCKET SEAT VEH 3240 WO 38554	\$222.63
		26338		CURTAIN VEH 3238 WO 38572	\$200.91
		26362		ARM REST VEH 3238 WO 38742	\$61.09
G & R AG PRODUCTS INC		2152559-0001-02	222112	ELBOW VEH 6402 WO 38896	\$5.25
GRAINGER	S016275	9703471533	222114	FOLDING TABLE ITEM #16W913	\$303.32
GROVER DYKES AUTO GROUP INC DBA		357179	222116	ANTENNA VEH 2284 WO 38807	\$71.75
		357540		WIPERBLADE VEH 2412 WO 38892	\$15.42
		357600		LATCH VEH 2412 WO 38915	\$111.93
I.T.E.C. INC		35453	222122	DOOR PIN VEH 3301 WO 38781	\$433.12
KNUDSEN, CURTIS A		383303	222127	2 5/8" WRENCH	\$57.50



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
MCCURLEY CHEVROLET		362330	222132	OIL PAN GASKET VEH 1370/38841	\$989.40
		876454		WEATHERSTRIP VEH 2408/38910	\$34.23
		876781		HANDLE VEH 3195 WO 38763	\$67.60
		877110		HANDLE VEH 2272 WO 38854	\$96.10
		CM876552		RETURN MAT VEH 2436 WO 38795	(\$195.75)
MONARCH MACHINE & TOOL CO INC		A176828	222357	BATTERY BOX VEH 2398 WO 389077	\$114.74
		A176884	222139	MACHINE WORK VEH 3299 WO 38809	\$382.27
		A176905	222357	ANGLE GRINDER VEH 3309/38822	\$512.57
		B176176	222139	REPLACE FLOOR VEH 3283/38895	\$4,309.93
		B176179		PACKER PANEL VEH 3283/38895	\$915.05
OXARC INC		R333268	222361	SHOP GASES-CYLINDERS	\$152.07
REBUILDING & HARDFACING INC		53701	222157	CURB BUMPERS VEH 3212 WO 38911	\$163.64
REXEL INC DBA		G460648	222161	15A PLUG VEH 5041 WO 38789	\$28.37
RMT EQUIPMENT		T07804	222162	TRACTION PUMP VEH 7145/38760	\$3,827.23
ROWAND MACHINERY CO		175108	222163	O-RING KIT VEH 7145 WO 38760	\$30.55
		175451		HY-GARD VEH 7119 WO 38889	\$200.69
SIX STATES DISTRIBUTORS INC		06 221640	222375	JUNCTION BOX VEH 4143 WO 38824	\$16.65
SONSHINE COLLISION SERVICES INC		28452	222166	REPAIR VEH 3304 WO 37512	\$1,447.97
		28684		REPAIR VEH 2348 WO 38844	\$1,558.36
STEEBER'S LOCK SERVICE		19062	222380	HIDE A KEY VEH 2426 WO 38970	\$5.43
		2972-APRIL	222167	TRANSPONDER VEH 2440 WO 38879	\$97.74
		2976		TRANSPONDERS VEH 2426 WO38898	\$195.48
		2991		TRANSPONDERS VEH 2425 WO 38922	\$198.96
		4229		TRANSPONDER VEH 3299 WO 38809	\$73.54
STONEWAY ELECTRIC SUPPLY		S101189828.001	222168	LAMPS VEH 3238 WO 38572	\$97.74
		S101191612.001		SCREWS VEH 3238 WO 38572	\$4.67
		S101192288.001		LAMPS VEH 3238 WO 38572	\$97.74
TACOMA SCREW PRODUCTS INC		22115199	222383	CAP SCREWS VEH 7143 WO 38952	\$61.20
		22115247	222170	SOAPSTONE VEH 3299 WO 38809	\$37.18
		22115804	222383	CAP SCREWS VEH 7143 WO 38952	\$28.87
TEREX UTILITIES INC		90253691	222171	ACCELERATOR CABLE VEH 3251	\$212.92
		90254733		SHEAVE ASSYS VEH 3251/38732	\$1,636.56
TIMKEN MOTOR AND CRANE SERVICES LLC DBA		0026457	222388	CRANE CERTIFICATION VEH 3251	\$1,462.86
TIRE FACTORY INC DBA		03-105870	222173	ALIGNMENT VEH 2419 WO 38909	\$59.68
		03-106003		REPAIR FLAT VEH 2257 WO 38891	\$18.19
TRANSPORT EQUIPMENT CO INC DBA		PASCM6891476	222392	RETURN CORE VEH 3205 WO 38969	(\$217.20)
		PASCOM6817999		RETURN SEAL KIT VEH 3285	(\$69.19)
		PASIN1233456		AIR DRYER VEH 3205 WO 38969	\$438.02
		PASIN1310104	222175	ALTERNATOR VEH 3247 WO 38859	\$241.69
		PASIN1314566	222392	VALVES VEH 3315 WO 38913	\$732.93
		PASIN1316636		SS RACKS VEH 3248 WO 38861	\$40.66



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TRANSPORT EQUIPMENT CO INC DBA		PASIN1316642	222392	FLAPS VEH 3309 WO 38822	\$36.32
TRI CITIES BATTERY & AUTO REPAIR		017234	222176	12V SOLENOID VEH 7137 WO 38843	\$66.20
WESTERN INTEGRATED TECHNOLOGIES INC		1418846	222190	ELBOWS VEH 3291 WO 38714	\$55.57
		1419217		COUPLINGS VEH 3291 WO 38714	\$66.60
WESTERN PETERBILT INC		H236689	222191	MARKER VEH 3308 WO 38720	\$57.11
		H236745		RUBBER ELBOW VEH 3312 WO 38566	\$298.21
		H236788		WATER VALVE VEH 3203 WO 38721	\$52.02
		H236922		BRAKE CHAMBER VEH 3290/38774	\$26.17
		H236956		KNOB VEH 3175 WO 38780	\$15.85
		H237035		WINDOW REGULATOR VEH 3308	\$555.48
		H237062		WASHER PUMP VEH 5029 WO 38784	\$118.55
		H237206	222409	DOOR HANDLE VEH 3308 WO 38863	\$128.79
		H237292		BUGSCREEN VEH 3282 WO 38585	\$76.88
WESTERN STATES EQUIPMENT COMPANY		PC110297776	222192	HOSES VEH 3284 WO 38586	\$996.91
WESTERN SYSTEMS & FABRICATION INC		10980	222193	SPACERS VEH 3283 WO 38563	\$46.22
		11012		FILTER/ELEMENTS VEH 3296/38184	\$1,129.83
		11058		RETURN POLY TANK VEH 3291	(\$2,126.06)
		11078		BELT ASSY VEH 3281 WO 38750	\$155.29
		11105	222410	COILS VEH 3308 WO 38863	\$147.34
		11181	222193	SWITCHES VEH 3281 WO 38864	\$659.55
		11193		AIR ACTUATOR VEH 3308 WO 38775	\$599.53
		11212	222410	ELEMENT VEH 3284 WO 38586	\$3,103.64
		11213		CLAMP ASSYS VEH 3283 WO 38912	\$30.85
		11217		CONTROL VALVE VEH 3291/38935	\$497.44
WONDRACK DISTRIBUTING INC		0455009	222196	CLEAR DIESEL FUEL-LANDFILL	\$951.06
		0455010		OFF ROAD DIESEL-LANDFILL	\$1,732.77
		0455546	222412	OFF ROAD DIESEL/LANDFILL	\$2,546.92
EQUIPMENT MAINTENANCE TOTAL ****					\$54,824.78
EQUIPMENT MAINTENANCE FUND Total ***					\$54,824.78
FUND 503	EQUIPMENT REPLACEMENT FUND				
Division:	215	EQUIPMENT REPLACEMENT			
JOHN DEERE EXCHANGE	P054880	114420958	222321	ONE (1) NEW JOHN DEERE 1575	\$32,333.87
	P054880			ONE (1) NEW JOHN DEERE 72SD FR	\$4,280.36
	P054881	114420959		ONE (1) NEW JOHN DEERE 72SD FR	\$4,280.36
	P054881			ONE (1) NEW JOHN DEERE 1575	\$32,333.87
EQUIPMENT REPLACEMENT TOTAL ****					\$73,228.46
EQUIPMENT REPLACEMENT FUND Total ***					\$73,228.46
FUND 505	PUBLIC WORKS ADMIN & ENGINEER				



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division:	450	PW ADMIN & ENGINEERING			
ALDRICH, NANCY		15-193 ALDRICH	222199	FAC MTG/LACEY/ALDRICH	\$193.58
BANK OF AMERICA		TXN00020507	222258	BEST BUY 00005900-camera	\$27.13
		TXN00020533		STAPLES - WIRELESS MOUSE	\$38.22
		TXN00020539		STAPLES - INKJET CART	\$127.71
		TXN00020551		STAPLES - BATTERY, PAPER	\$43.26
		TXN00020560		WA PROFESSIONAL LICENSE - J.MA	\$116.00
		TXN00020571		USA BLUE BOOK - TEST STRIPS FR	\$48.48
		TXN00020572		USA BLUE BOOK - FREE & TOTAL C	\$88.85
		TXN00020580		INCA MEXICAN RESTAURANT -REGIO	\$22.56
		TXN00020585		STAPLES - WIRELESS MOUSE	\$42.78
		TXN00020601		DXE MEDICAL INC - AED PADS	\$59.00
		TXN00020603		DRI TECHSMITH - SNAGIT LICEN	\$46.64
		TXN00020608		GP FIESTA MEXICAN RESTAUR - BF	\$12.26
		TXN00020613		STAPLES - PLOTTER CART	\$193.85
		TXN00020664		WM SUPERCENTER #3261 -QUEENSGA	\$19.00
		TXN00020665		STARBUCKS #14483 W. RICHL - QU	\$32.47
		TXN00020741		WETRC - ROGALSKY TRAINING	\$400.00
		TXN00020819		STAPLES - WIPES,B-CLIPS,NTBKS	\$73.95
		TXN00020941		BENTON CO AUDITOR -RECORDING F	\$862.03
CITY OF RICHLAND		3/2015 MARCH	222089	CITY UTILITY BILLS-MAR 2015	\$857.39
COMPUCOM SYSTEMS INC	P054994	62714124	222316	Photoshop CC Licensing Subscri	\$242.69
FEDERAL EXPRESS CORP		2-982-84661	222110	MAIL WSDOT REPORT 3/16	\$5.44
IMT INC		6218	222344	WHITE BLUFFS TESTING M14293	\$1,157.50
		6220		WESTCLIFFE PH13 TESTING M14381	\$877.50
		6225		COPPERLEAF PH3 TESTING M15042	\$405.00
		6234		CLEARWATER CRK TESTING M14391	\$202.50
		6252		VENETO VILLAGGIO TEST M15078	\$300.00
		6259		SIENNA SKY TESTING-M15050	\$202.50
		6261		SKYLINE MEADOWS TESTING M15080	\$300.00
VERIZON WIRELESS	P054905	9742562849	222180	INTERNET ACCESS ON 2 LAPTOPS (	\$80.02
WATER SOLUTIONS INC	P054903	10735	222188	DCS (703) BDLG WATER UNIT RENT	\$76.01
XEROX CORPORATION	P054899	078977015	222413	1ST FLOOR XEROX #LX5-690835(ta	\$166.21
	P054899	078977016		2ND FLOOR XEROX #MX4-343197 (t	\$450.77
PW ADMIN & ENGINEERING TOTAL ****					\$7,771.30
PUBLIC WORKS ADMIN & ENGINEER Total ***					\$7,771.30
FUND 520	HEALTH CARE/BENEFITS PLAN				
Division:	222	EMPLOYEE BENEFIT PROGRAM			
LIFE INSURANCE COMPANY OF NORTH AMERICA		4/2015-FLI051384	222129	FLI051384 PREMIUMS-APRIL	\$9,473.20



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LIFE INSURANCE COMPANY OF NORTH AMERICA		4/2015-LK030278	222129	LK030278 PREMIUMS-APRIL	\$11,182.62
		4/2015-OK807703		OK807703 PREMIUMS-APRIL	\$2,520.49
MAGELLAN BEHAVIORAL HEALTH		APR 2015	222131	EAP PREMIUMS-APRIL	\$682.42
EMPLOYEE BENEFIT PROGRAM TOTAL ****					\$23,858.73
HEALTH CARE/BENEFITS PLAN Total ***					\$23,858.73
FUND 522		POST EMP HEALTHCARE PLAN			
Division:	224	POST EMPLOYMENT BENEFITS PRGM			
HEALTHCARE ACTUARIES LLC		2015035	222120	GASB ACTUARIAL STUDIES-MARCH	\$4,750.00
POST EMPLOYMENT BENEFITS PRGM TOTAL ****					\$4,750.00
POST EMP HEALTHCARE PLAN Total ***					\$4,750.00
FUND 611		FIREMAN'S PENSION			
Division:	216	FIRE PENSION			
BANK OF AMERICA		TXN00020543	222258	STAPLES-PENSION FOLDERS	\$12.69
		TXN00020559		STAPLES-LABELS/FOLDERS-PENSION	\$19.48
HEALTHCARE ACTUARIES LLC		2015035	222120	GASB ACTUARIAL STUDIES-MARCH	\$3,500.00
				GASB ACTUARIAL STUDIES-MARCH	\$1,000.00
FIRE PENSION TOTAL ****					\$4,532.17
FIREMAN'S PENSION Total ***					\$4,532.17
FUND 612		POLICEMEN'S PENSION			
Division:	217	POLICE PENSION			
BANK OF AMERICA		TXN00020543	222258	STAPLES-PENSION FOLDERS	\$12.71
		TXN00020559		STAPLES-LABELS/FOLDERS-PENSION	\$19.48
HEALTHCARE ACTUARIES LLC		2015035	222120	GASB ACTUARIAL STUDIES-MARCH	\$3,500.00
				GASB ACTUARIAL STUDIES-MARCH	\$1,000.00
POLICE PENSION TOTAL ****					\$4,532.19
POLICEMEN'S PENSION Total ***					\$4,532.19
FUND 641		SOUTHEAST COMMUNICATIONS CTR			
Division:	600	SECOMM OPERATIONS GENERAL			
BANK OF AMERICA		TXN00020586	222258	STAPLES-Pens/Meds	\$21.87
		TXN00020646		Notary App- Cimrhakl	\$39.50
		TXN00020914		Notary App-Cimrhakl	\$7.50
BENTON COUNTY TREASURER		2015/651 TRUMAN	222076	NOXIUS WEED TAX/651 TRUMAN	\$6.53
POCKETINET COMMUNICATIONS INC		83845	222149	WIRELESS TRNSPORT/INTERNET-MAY	\$268.28
UNITED PARCEL SERVICE	S016296	000986641165	222396	WEIGHT CORRECTION FOR PKG TO	\$0.08
	S016296			GROUND PKG TO ARECONT VISION R	\$5.00



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VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
SECOMM OPERATIONS GENERAL TOTAL ****					\$348.76
Division:	601	E911 OPERATIONS			
BANK OF AMERICA		TXN00020487	222258	ENTERPRISE-Car for deGraaf Tra	\$197.30
		TXN00020573		ALASKA AIR-deGraaf Travel cred	(\$34.74)
		TXN00020586		STAPLES-Pens/Meds	\$21.86
		TXN00020620		ENTERPRISE- deGraaf Travel Cre	(\$151.07)
		TXN00020953		Chaplain- CISM Training SECOMM	\$125.00
		TXN00020961		OFFICEMAX-Award Certificates	\$13.01
ENTERPRISE RENT A CAR		4/15-45WA423	222220	15-098 TOWNE-RENTAL CAR	\$76.67
				15-109 BARBER-RENTAL CAR	\$165.15
				15-099 HUSA-RENTAL CAR	\$38.33
NETCASTERS INC		49284	222359	ONLINE TRAINING MGMT-APRIL	\$220.00
POCKETINET COMMUNICATIONS INC		83845	222149	WIRELESS TRNSPORT/INTERNET-MAY	\$268.27
E911 OPERATIONS TOTAL ****					\$939.78
Division:	602	SECOMM AGENCY			
BANK OF AMERICA		TXN00020697	222258	THE HOME DEPOT-Network Cables	\$39.03
SECOMM AGENCY TOTAL ****					\$39.03
SOUTHEAST COMMUNICATIONS CTR Total ***					\$1,327.57
FUND 643		EMERGENCY MANAGEMENT			
Division:	620	STATE / LOCAL ASSISTANCE			
BANK OF AMERICA		TXN00020489	222258	STAPLES- Supplies for Training	\$37.94
		TXN00020586		STAPLES-Pens/Meds	\$21.86
		TXN00020598		STAPLES-Return of Dividers	(\$16.33)
		TXN00020618		STAPLESMSDS Sheets	\$3.82
		TXN00020803		HOTEL MURANO-Davis Travel	\$125.22
		TXN00020954		UPS- EM Packet to State	\$28.71
POCKETINET COMMUNICATIONS INC		83845	222149	WIRELESS TRNSPORT/INTERNET-MAY	\$150.00
STATE / LOCAL ASSISTANCE TOTAL ****					\$351.22
Division:	621	RADIOLOGICAL EMGCY PREPAREDNES			
MID COLUMBIA ENGINEERING INC	P054796	ST007216	222137	BECKI COATS - SURVEY TAKER	\$343.20
	P054796	ST007330		BECKI COATS - SURVEY TAKER	\$393.25
	P054796	ST007356	222355	BECKI COATS - SURVEY TAKER	\$100.10
RADIOLOGICAL EMGCY PREPAREDNES TOTAL ****					\$836.55
Division:	622	DOE EMERGENCY PREPAREDNESS			
BANK OF AMERICA		TXN00020505	222258	IAEM 2015 Mmbrshp- Beck	\$185.00
		TXN00020859		UPS- Ship EM Package to State	\$9.82
DOE EMERGENCY PREPAREDNESS TOTAL ****					\$194.82
Division:	623	JURISIDICITION			



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00020646	222258	Notary App- Cimrhaki	\$39.50
		TXN00020914		Notary App-Cimrhaki	\$7.50
POCKETINET COMMUNICATIONS INC		83845	222149	WIRELESS TRNSPORT/INTERNET-MAY	\$79.95
JURISIDICITION TOTAL ****					\$126.95
EMERGENCY MANAGEMENT Total ***					\$1,509.54
FUND 803	UTILITY BILL CLEARING FUND				
Division: 000					
ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES		CISPAY9856	222206	Customer Refund	\$28.36
		CISPAY9857	222233	Customer Refund	\$56.22
		CISPAY9858	222217	Customer Refund	\$117.97
		CISPAY9859	222235	Customer Refund	\$1.62
		CISPAY9860	222228	Customer Refund	\$105.98
		CISPAY9861	222229	Customer Refund	\$46.00
		CISPAY9862	222240	Customer Refund	\$728.81
		CISPAY9863	222227	Customer Refund	\$148.48
		CISPAY9864	222208	Customer Refund	\$149.23
		CISPAY9865	222252	Customer Refund	\$3,471.34
		CISPAY9866	222243	Customer Refund	\$131.87
		CISPAY9867	222231	Customer Refund	\$5.56
		CISPAY9868	222214	Customer Refund	\$89.57
		CISPAY9869	222213	Customer Refund	\$114.21
		CISPAY9870	222241	Customer Refund	\$128.31
		CISPAY9871	222203	Customer Refund	\$112.44
		CISPAY9872	222234	Customer Refund	\$4,754.02
		CISPAY9873	222232	Customer Refund	\$111.10
		CISPAY9874	222225	Customer Refund	\$5.65
		CISPAY9875	222230	Customer Refund	\$33.60
		CISPAY9876	222207	Customer Refund	\$86.15
		CISPAY9877	222219	Customer Refund	\$104.00
		CISPAY9878	222236	Customer Refund	\$90.34
		CISPAY9879	222198	Customer Refund	\$55.82
		CISPAY9880	222251	Customer Refund	\$42.27
		CISPAY9881	222202	Customer Refund	\$65.95
		CISPAY9882	222224	Customer Refund	\$29.00
		CISPAY9883	222222	Customer Refund	\$103.74
		CISPAY9884	222242	Customer Refund	\$93.92
UNASSIGNED TOTAL ****					\$11,011.53
UTILITY BILL CLEARING FUND Total ***					\$11,011.53



City Of Richland

VL-1 Voucher Listing

From: 4/13/2015 To: 4/24/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
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Invoice Total: ****

\$1,318,939.86

Number of Invoices

Amount

Vouchers In Richland	110	\$72,273.79
Vouchers In Tri Cities	147	\$362,880.97
Vouchers In WA	245	\$241,249.05
Vouchers Outside WA	995	\$642,536.05
Vouchers Final Total.....	1497	\$1,318,939.86

Ob ject Category	Title	Total	Percentage
2	BENEFITS	\$30,108.50	2.28%
3	SUPPLIES	\$180,447.94	13.68%
4	OTHER SERVICES & CHARGES	\$438,075.28	33.21%
5	INTERGOVERNMENTAL SERVICES	\$17,611.75	1.34%
6	CAPITAL PROJECTS	\$336,734.28	25.53%
	MACHINERY & EQUIPMENT	\$96,919.89	7.35%
	REFUNDS	\$11,011.53	0.83%
9	INTERFUND SERVICES	\$89.06	0.01%
	INVENTORY PURCHASES	\$207,941.63	15.77%
	Total	\$1,318,939.86	



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 05/05/2015

Agenda Category: Items of Business

Key Element: Key 6 - Community Amenities

Subject:

Resolution No. 86-15, Approving the Trailhead Park Master Plan

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

86-15

Document Type:

Parks & Recreation Commission
Item

Recommended Motion:

Adopt Resolution No. 86-15, approving the Trailhead Park Master Plan.

Summary:

In 2004, the City acquired Trailhead Park to meet the needs for community park amenities in south Richland. The park contains 40 acres and is adjacent to the Badger Mountain Centennial Preserve which was acquired by Benton County in 2005. In 2006, 2.5 acres of Trailhead Park was developed with turf, trees and a playground. In 2008, as a result of high use of the trails in the Badger Mountain Centennial Preserve, the City and County partnered in the construction of a restroom building. In 2007, a parking lot was constructed at the northeast corner of the park, and in 2012, the lot was expanded to provide approximately 60 parking stalls. In 2014, the City was approached by the Port of Kennewick with interest in providing funding to expand the parking area at Trailhead Park.

On December 3, 2014, the City hosted an open house to discuss master planning and parking options for Trailhead Park. Invitations were sent to residents within 300 – 400 feet of the park. Four options were presented at the open house: a typical community park concept with sports fields; a recreation center building option; an adventure park option; and a no change option. The vast majority of those attending spoke in favor of the no change option. To obtain a broader response, mailers were sent to random households within the two mile service area for Trailhead Park, inviting residents to participate in a survey for Trailhead Park master planning. Approximately 200 survey results were received with the majority of the respondents favoring the no change option.

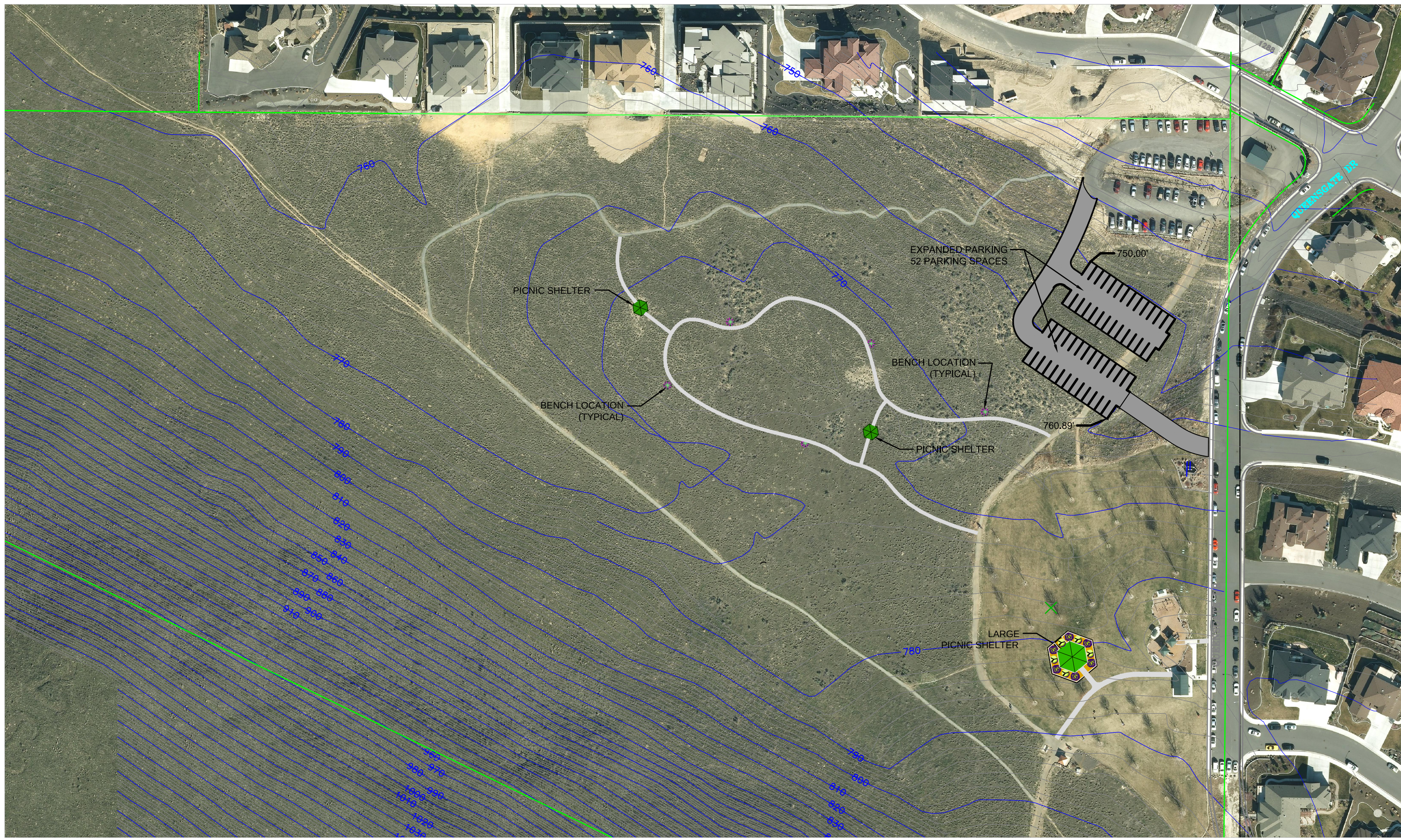
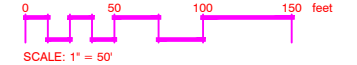
The master plan as proposed will provide approximately 50 additional off-street stalls. Additional trails, shelters and benches have been incorporated into the master plan. On April 9, 2015, the Parks and Recreation Commission voted unanimously to recommend Council approve the proposed master plan with the condition that the large group shelter be moved to the developed portion of the park. The master plan has been revised to show this change.

Fiscal Impact:

None. Any costs related to projects associated with this Master Plan will be presented in future Capital Improvement Plans.

Attachments:

1. Trailhead Master Plan-Final April 2015
2. Resolution No. 86-15 Trailhead Park Master Plan



RESOLUTION NO. 86-15

A RESOLUTION of the City of Richland adopting the
Trailhead Park Master Plan.

WHEREAS, in 2004 the City of Richland purchased 40 acres in the Westcliffe area for a Community Park; and

WHEREAS, in 2006 2.5 acres of the park were developed with turf, trees, and playground and in 2008 a restroom was constructed in partnership with Benton County; and

WHEREAS, the park serves as the trailhead for the Badger Mountain Centennial Preserve's Canyon Trail which attracts over 160,000 users per year through Trailhead Park; and

WHEREAS, in 2015 the City was approached by the Port of Kennewick who expressed an interest in providing funding for expansion of the parking lot at Trailhead Park to meet a current community need; and

WHEREAS, to gather public comment on the parking lot location and other park amenities, an open house was held, an online survey was conducted, and public meetings were held to solicit comments on master plan amenities for the park; and

WHEREAS, after reviewing all the public comments, the Parks and Recreation Commission recommended approval of the master plan with a condition to relocate the large group shelter to the developed portion of the park.

NOW, THEREFORE, BE IT RESOLVED that the master plan for Trailhead Park dated May 5, 2015 is hereby adopted.

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

ADOPTED by the City Council of the City of Richland at a regular meeting on the 5th day of May, 2015.

DAVID W. ROSE
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney