



Agenda
Economic Development Committee Meeting
Monday, February 22, 2021
Zoom (253) 215-8782 or (206) 337-9723
Meeting ID 933 7513 0931

Pursuant to Resolution No. 100-20, this meeting will be conducted remotely via Zoom. The public may attend remotely by calling one of the numbers listed above.

Committee Members: Chair Bricker and Members Chacon, Hughes, Holmberg, Knight, Newman, Richardson and Spencer

Liaisons: Council Liaison Christensen
Staff Liaison: Development Services Director Jensen

Regular Meeting - 4:00 p.m.

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

1. January 11, 2021 Meeting Minutes
 - Kerwin Jensen, Development Services Director

Public Comments: Please limit public comments to 3 minutes.

Business: (30 Minutes)

1. CFIP2021-001 Academy of Children's Theater
 - Amanda Wallner, Marketing Specialist
2. CFIP2021-002 Elevate
 - Amanda Wallner, Marketing Specialist
3. BLRF2021-006 SCORE
 - Amanda Wallner, Marketing Specialist
4. Purchase and Sale Agreement - R & R Property Enterprises, LLC
 - Darin Arrasmith, Planner

Announcements: (3 Minutes)

Adjournment

The next Economic Development Committee Meeting is March 22, 2021

Richland City Hall is ADA accessible. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 942-7389.



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 2/22/2021

Agenda Category: Approval of Minutes

Prepared By: Kerwin Jensen, Development Services Director

Subject:
January 11, 2021 Meeting Minutes

Department:
Development Services

Recommended Motion:
Approve the minutes of the Economic Development Committee meeting held on January 11, 2021.

Summary:

Fiscal Impact: None

Attachments:
1. 2021.01.11 Economic Development Committee Meeting Minutes DRAFT



MINUTES
ECONOMIC DEVELOPMENT COMMITTEE
VIA ZOOM
MONDAY, JANUARY 11, 2021 – 4:00 P.M.

CALL TO ORDER

Chairman Bricker called the meeting to order at 4:00 pm.

ATTENDANCE

Chairman Bricker, Committee Members Chacon, Holmberg, Hughes, Knight, Spencer, Richardson, and Newman. (Members Chacon and Hughes joined after the approval of the agenda.)

Also present were Council Liaison Christensen, Development Services Director Jensen, Parks & Public Facilities Director Schiessl, Economic Development Manager Jacobs, Economic Development Planner Arrasmith, Marketing Specialist Wallner and Administrative Assistant Follett.

APPROVAL OF AGENDA

Chairman Bricker presented the agenda and noted a request to move the property surplus item from third to the first item for consideration.

COMMITTEE MEMBER RICHARDSON MOVED AND COMMITTEE MEMBER HOLMBERG SECONDED THE MOTION TO APPROVE THE AGENDA WITH THE CHANGE IN ITEM ORDER. MOTION PASSED 6-0.

APPROVAL OF MINUTES

Chairman Bricker introduced the meeting minutes from November 23, 2020 and December 28, 2020.

MEMBER SPENCER MOVED AND MEMBER NEWMAN SECONDED THE MOTION TO APPROVE THE MEETING MINUTES OF NOVEMBER 23, 2020. MOTION PASSED 8-0.

MEMBER HUGHES MOVED AND MEMBER HOLMBERG SECONDED THE MOTION TO APPROVE THE MEETING MINUTES OF DECEMBER 28, 2020. MOTION PASSED 8-0.

ITEMS OF BUSINESS

1. Declaration of Approximately 3,000 Square Feet of City Owned Property as Surplus and Vacation of a Public Access Easement.

Chairman Bricker recognized Mr. Schiessl to provide the staff presentation. Mr. Schiessl showed a map of subject property and reviewed the reasons for the surplus request. During his presentation, Mr. Schiessl provided information about future trail plans in the area and spoke to code provisions related to this type of land transaction.

At the conclusion of his presentation members asked several questions about future plans in the area.

COMMITTEE MEMBER CHACON MOVED AND MEMBER RICHARDSON SECONDED THE MOTION TO RECOMMEND COUNCIL DECLARE APPROXIMATELY 3,000 SQUARE FEET OF PARCEL NUMBER 102882070000069, WITHIN THE PLAT OF REATA HEIGHTS, CONSISTENT WITH THE ASSOCIATED EXHIBIT MAP, AS SURPLUS OF THE CITY PURSUANT TO RMC 3.06. MOTION PASSED 8-0.

2. Business License Reserve Fund Application Review

Chairman Bricker asked Ms. Wallner to present the staff report and information on Business License Reserve Fund grant applications.

Ms. Wallner provided background on the program and overall timeline for this round of awards.

Sherly McGrath, SBDC Associate State Director for the Washington State Small Business Development Center (SBDC), gave a presentation on the services the SBDC provides to local Richland businesses. She provided history of the Washington State SBDC and details on how funds would be used based on the amount requested.

Logan LaPierre, Program Manager at the Tri-Cities Regional Chamber, presented the request for funding for Economic Gardening. Mr. LaPierre provided details on how businesses are chosen, support and services provided to each business in the program and how the program is administered. After his presentation members asked questions to clarify how business are recruited to the program and ultimately selected.

Ms. Wallner gave the applicant presentation for Alley Mural Art on behalf of the Uptown BID. She noted this is a separate initiative from the past mural program at the Uptown. Several members commented about other cities that have a public art space similar to what the Uptown is working toward.

Ms. Wallner also provided the presentation for the annual Commercial Façade Improvement Program application. She outlined the program objectives and past examples.

MEMBER RICHARDSON MOVED AND MEMBER HOLMBERG SECONDED THE MOTION TO RECOMMEND COUNCIL APPROVE THE 2021 BUSINESS LICENSE RESERVE FUND APPLICATIONS IN FULL AS PRESENTED BY STAFF. MOTION PASSED 7-0. (MEMBER CHACON WAS NOT PRESENT FOR THE VOTE)

3. Purchase and Sale Agreement in Horn Rapids Industrial Park – John Watson

Chairman Bricker asked Mr. Arrasmith to provide the staff report for the purchase and sale of land in Horn Rapids. Mr. Arrasmith provided members with the proposed project and information about the parcel Mr. Watson wants to purchase.

He noted Mr. Watson is planning an expansion which will add an additional 20 jobs

Chairman Bricker commented favorably about the number of jobs this project will create and voiced support for this type of development.

MEMBER SPENDER MOVED AND MEMBER HOLMBERG SECONDED THE MOTION TO RECOMMEND COUNCIL APPROVE THE PURCHASE AND SALE OF 1.5 ACRES IN THE HORN RAPIDS INDUSTRIAL AREA TO JOHN WATSON. MOTION PASSED 7-0.

ANNOUNCEMENTS

Mr. Jensen commented on his upcoming presentation to Council regarding development in 2020. He noted that single family home construction was up during 2020.

ADJOURNMENT

Chairman Bricker adjourned the meeting at 5:36 p.m.

Prepared by: Lynne Follett, Administrative Assistant II
Reviewed by: Joe Jacobs, Economic Development Manager



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 2/22/2021

Agenda Category: Business

Prepared By: Amanda Wallner, Marketing Specialist

Subject:
CFIP2021-001 Academy of Children's Theater

Department:
Development Services

Recommended Motion:

Motion to recommend council approval of application CFIP2021-001 as recommended by staff. Staff recommends funding the project at half of the request for the sign and additional improvements for a total award of \$15,070. This calculation allows for 50% funding on all façade improvements and 25% funding for the sign improvements.

Summary:

The Academy of Children's Theatre (ACT) is a new applicant to the façade program. Significant commercial façade improvements that enhance and improve the look and appearance of the building, as viewed from public right-of-way, is the intent of the program.

The Academy of Children's Theatre is in the process of adding a new theatre space to their existing facility located at 213 Wellsian Way. The theatre will contain approximately 240 seats and feature a variety of family programming, which will allow children from throughout the community to perform. In addition to the theatre expansion (previously performances had to be held off-site in leased space), the project will also include the upgrade of their sign to LED (along Wellsian Way), signage on the building (replacing the current banner sign), painting the building exterior, and replacing or repairing the outside doors as well as window repairs/replacements.

The project proposed in the application is heavily weighted toward signage, which is not the intent of the program. The additional improvements do; however, qualify the sign for partial funding under the new guidelines and this is reflected in staff's recommendation.

Fiscal Impact: If approved this project would leave \$101,531 in the fund and several projects of interest in the works.

Attachments:

1. Application and bid documents



Commercial Façade Improvement Program

Application

Applicant Name	Cathy Kelly	Applicant Title	Project Chair
Applicant Phone	509 551 9942	Applicant Email	Cathy.kelly61@yahoo.com
Applicant Mailing Address	4811 W. 18th Ave, Kennewick WA 99338		
Applicant Relationship to Business	Committee for Theatre Expansion		
Business Name	Academy of Children's Theatre	Business Phone	509 943 6027
Age of Building	45 years	UBI Number	601695752
Project Physical Address	213 Wellston Way Richland, WA 99352		
Project Cost	\$ 42,311 -	Amount Requested	\$ 20,000 -
Amount of funding requested may not exceed 50% of project cost, and the maximum grant reimbursement is \$20,000.00 per enclosed unit (see graphic within guidelines and procedures document).			
Is the property owner different than the business owner?		☐ Yes ☒ No (If yes, complete section in yellow below)	
Owner Name		Property Manager	
Owner Phone		Owner Email	
Owner Mailing Address			
Have you obtained permission to complete this project from the property owner?		☐ Yes ☐ No	
1) Have you used this program before?		☐ Yes ☒ No (If yes, complete section 1a)	
1a) For what purpose or project did you use this program in the past? Please indicate the year utilized, and the funding amount you received. Attach one photo of the completed project to this application.			
see attached			
2) Provide a brief description of the proposed improvements and note how you believe they will enhance the area surrounding your business. Attach a photo, rendering, or sketch of the proposed improvement to this application. Attach additional pages as necessary.			
see attached			
3) Will the project require any permits?		☒ Yes ☐ No (If yes, complete section 3a)	
3a) Please indicate which permits you may need to obtain.			
☒ City of Richland Building Permits		☐ City of Richland Right-of-Way Permits	
☐ City of Richland Sewer/Water Permits		☐ Washington State Liquor Licensing	
4) Have you consulted with Richland Development Services?		☒ Yes ☒ No	
4a) If yes, which building division official did you speak with? If no, please email building@ci.richland.wa.us to set a consultation appointment.			
Mandy Wallner			

5) Can the project be completed within 12 months? Please explain.

yes

Revenue (Attach additional pages as necessary)

Source	Amount
Banner Bank (TEP account)	\$ 96,633-
	\$
	\$
	\$
	\$
	\$
Total	\$

Expenses (Attach additional pages as necessary)

Source	Amount
new signs (Cascade sign)	\$ 24,344-
painting building + doors (HB)	\$ 14,025-
door replacement & repairs (MP)	\$ 3442-
new window	\$ 500-
	\$
	\$
Total	\$ 42,311.

You may use additional pages if necessary to complete the application. Please attach any additional information about the project or your organization that you believe is relevant to this application.

Application Requirements

Please check the box beside each item to note that you have met that requirement.

☒	Requirements for Submittal
☒	The business applicant has a current Richland Business License
☒	The applicant has available funds to complete the project before requesting reimbursement from the City
☒	The project complies with Richland Municipal Code and all applicable building and life safety codes
☒	The project improvements are clearly visible to the general public
☒	The reimbursement request is no more than 50% of total project cost
☒	The project requests reimbursement of no more than \$20,000 per enclosed unit in this application
☒	The project is well designed, and the applicant provided a sketch or rendering of the proposal
☒	The project is permanent and long lasting
☒	The applicant provided two (2) estimates for the project

Application Review Criteria

In order to encourage applicants to incorporate multiple improvements into a given project, it is recommended that all projects submitted attempt to ***fulfill some or all of the criteria listed below***. It is not required that a project fulfill each criterion, but projects that fulfill multiple criteria will be looked upon more favorably. The Economic Development Committee reserves the right to reject or table applications for further review if they do not meet the criteria described.

☒	CRITERIA CONSIDERED
Physical	
☒	The project enhances the building and surrounding neighborhood
☒	The project enhances existing historical or architectural features
☒	The project is designed in consistency with the surrounding area
☒	The project enhances the immediate common area shared by two or more businesses
☒	The project is decorative and/or artfully designed in compatibility with its surrounding area
☒	The project improvements replace existing aging or decaying exterior appurtenances
Programmatic Goals	
☒	The project clusters two or more on-site improvements
☒	It is the first application awarded at the project site
☒	The improvements are in an area identified as a priority funding area
☒	The project narrative describes the project's positive economic impact on the business
Relationship Building	
☒	The project encourages favorable aesthetics in a shopping strip or center with adjacent retail/commercial vacancies
☒	The project is performed in tandem with another demonstrated economic development effort in the immediate area, or is made by two or more adjacent businesses

By signing below, you are affirming that you:

- Have read the **Commercial Facade Improvement Program Guidelines and Procedures** document
- Are aware of the limitations of this program
- Certify that requested funds will only be used for purposes as described in this application and/or as approved by the City of Richland
- You understand that use of funds is subject to audit by the State of Washington
- Will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt of a fully executed contract

Signature

Click or tap here to enter text.

Printed Name

Click or tap here to enter text.

Date

Application Submittal

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Blvd. in Richland: Attn: Mandy Wallner
- If mailed, mail to:

Richland BEDO
Attn: Mandy Wallner, Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

The Academy of Children's Theatre is in the process of adding a new theater space to our home on Wellsian Way. Our naming sponsor is Windermere Realty, hence the new approximately 240 seat theater will be called the Windermere Children's Theater. In conjunction with that project we will be adding new signage detailed in this application. The new LED sign will be an eye-catching improvement to our property out front on Wellsian way, and the planned lighted sign on the building will delineate the Windermere Children's Theater entrance from the rest of the building. The new signage will be completed with LED border tubing above the theater and building entrances. Also included in the planned façade improvements is design painting the building to freshen our look, replacing and/or repairing all outside doors, and window repairs and replacements.



PROPOSAL

6001 W Deschutes Ave #618, Kennewick, WA 99336
 Phone: 509-735-3801 • Fax: 509-783-9028
www.cascade-sign.com

ACT
 Cathy Kelly
 213 Wellsian Way
 Richland, WA 99352

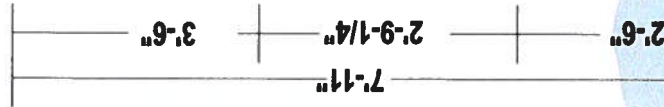
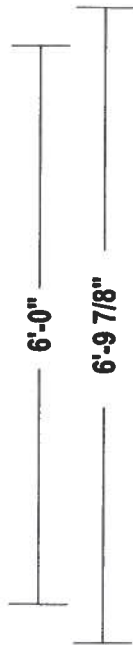
1/14/2021

Scope of work:		
1. Monument Sign; Refurbish the existing sign structure. Install one new Samsung 10mm full color LED message center with radio communication from building. Includes converting the sign to LED.		\$ 20,389.00
2. Install two new faces in existing monument sign cabinet.		\$ 870.00
3. Install new 2'2" x 4' flat Dibond Windermere Theatre sign on building wall		\$ 350.00
4. Install 15' of red LED border tubing above theatre entrance.		\$ 808.00
The monument sign and LED border on the building will require additional electrical service. The electrical service is not included in this work and will be performed on a time plus materials basis by Essco Electric. Estimated cost is \$1500.00		
* Total price excludes any required costs for permitting and permit acquisition (to be added to final statement). * Power to be delivered from service panel to sign location by others. * Down payment may be required. * Balance is due at time of installation. * Additional 3% charge is required for Visa or Mastercard payments		
We look forward to working with you!		Subtotal \$ 22,417.00
		Sales Tax (8.6%) \$ 1,927.86
Joe Fischer, Cascade Sign & Fabrication		Total \$ 24,344.86
		Down Payment Required \$ 12,172.43

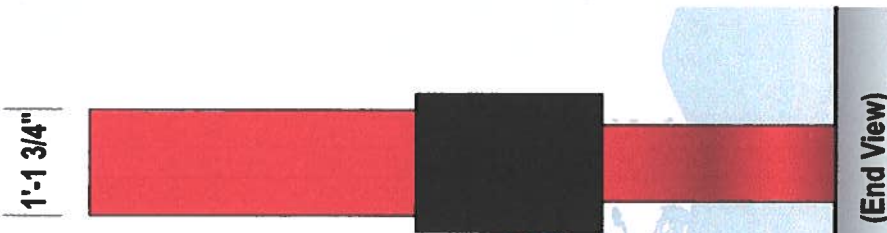
This Sales Agreement is made between Cascade Sign & Fabrication (Seller) and the undersigned (Purchaser) for the collective products and/or labor (Signage) outlined in this contract. The Total Price amount shown excludes sales tax, any required permit costs, engineering costs, or additional insured (if applicable), which will be billed as extra. Any deviation(s) from the above work description involving extra cost of material(s) and/or labor will only be executed upon written orders for the same, and will become an additional charge over and above the proposed amount. Additional agreements must be made in writing. The Purchaser is responsible for delivering power to the proposed sign location as determined by Seller. Fifty percent (50%) deposit is due prior to fabrication. Payment of the full remaining balance is due prior to installation of Signage, unless Seller gives written approval for Purchaser to be billed, in which case the balance shall be due no later than 30 days from date of invoice. There shall be assessed and immediately due a monthly charge equal to 1.5% per month or 18% per annum on all payments not fully made on their due date. Purchaser shall be liable to Seller for all costs of collection incurred by Seller as a result of Purchaser's breach(s) hereof to include but to be limited to Seller's reasonable attorney's fees and expenses of repossession and sale. Venue for any suit initiated to enforce the terms of this Agreement shall lay in Yakima County, WA. The Signage described herein shall remain personal property of Seller, irrespective of any physical attachment of the Display(s) to real property and the Seller may remove the same, upon any breach of this agreement, from any premises where the same may be located or which the same may be attached. Until the Display(s) is fully paid for, the Purchaser shall neither convey nor encumber without the prior written approval of the Seller.

Authorized Signature (Purchaser) _____

Date _____



- Remove projecting top portion and projecting aluminum faces of existing double faced sign.
- Refurbish the existing 3'-6" x 6'-0" cabinet with new White acrylic faces, Sunflower (230-25) and Black vinyl graphics and new LED illumination. Cabinet repainted Red.
- Raise cabinet and add new Samsung 10mm double faced full color LED electronic message center. Trim sides and bottom of m/c.
- Reuse existing aluminum pole cover.
- Customer will be required to pull additional power to the sign.



6001 W Deschutes Ave #818
 Kennewick, WA 99336
 Phone: (509) 735-3801 Fax: (509) 783-9028

Client / Job Name	Academy of Children's Theatre Richland
Date	1-14-2020
Designer	MJR
Salesperson	Joe Fischer
File No.	ACT_02.2
Rev #	7

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Client Approval
 X
 PLEASE NOTE: THIS IS YOUR SIGNATURE OF AUTHORIZATION.
 As such, you agree to have verified the accuracy of all graphics shown with respect to sizes and content, that the specifications represented are correct and meet your order requirements exactly, and officially authorize this document for release into production.

Install One (1) new RED LED BORDER TUBE:
use existing photo cell, mount power supply under eave.



One (1) single-face Dibond wall mounted sign:
White face with 3M vinyl decoration



Cascade SIGN FABRICATION
www.cascade-sign.com
 6001 W Deschutes Ave #618
 Kennewick, WA 99336
 Phone: (509) 735-3801 Fax: (509) 783-9028

Client / Job Name	Academy of Children's Theatre Richland	Date	1-14-2020 Rev # 8
Salesperson	Joe Fischer	Designer	MJR
File No.	ACT_02.4		

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Client Approval

X
 PLEASE NOTE: THIS IS YOUR SIGNATURE OF AUTHORIZATION.
 As such, you agree to have verified the accuracy of all graphics shown with respect to sizes and content, that the specifications represented are correct and meet your order requirements exactly, and officially authorize this document for release into production.



Quality Signs

5003 W Brinkley Rd. Kennewick, WA 99338 509-586-0585

Sales Quotation

Customer: Academy of Children's Theatre 213 Wellsian Way Richland, WA 99352 Cathy Kelly 509-551-9992 cathy.kelly61@yahoo.com	Date: February 2, 2021 Project: message center, wall sign and LED Lighting
--	--

Thank you for allowing Quality Signs the opportunity to quote your sign project.

	Price:
Design # ACT 8 Refurbished the existing cabinet and new dual faced Cirrus message center	\$22,970.00
Design # ACT 9 Fabricate and install new single face Dibond wall sign and install Red LED border	\$ 1,063.60
Design # ACT 10 Fabricate and install 30' of Red LED Border Tube to underside of awning	\$ 1,479.30
Stamped Engineer drawings billed at \$500 per sign if required for permitting	
Permits billed extra at cost	
Total:	\$ 25,512.90
Sales Tax 8.6%	\$ 2,194.11
Total With Tax	\$ 27,707.01
Credit card payments will be charged a 3% processing fee.	

General Notes: Permit fees (If required) will be billed extra at cost. Quality Signs will connect the signs to the electrical source if it is at the sign location at the time of installation. Price does not include running wiring or conduit to the sign location unless noted above. Prices quoted are based on raw material prices on the date of this quote. Due to market uncertainty, prices are subject to change based on pricing at the time raw materials are ordered.

Wall mounted signs with wiring and/or power supplies behind the wall may require access ports, lighting, and catwalks if required by the Electrical inspector. Lighting, access ports and catwalks are not included. Photocells or timers to operate the signs are not included unless listed in the description above.

Price assumes pole sign footings can be excavated without subsurface or concealed conditions, such as utilities, sandy soil, water, caliche rock or any other unforeseen condition that hinders excavation. Additional charges may apply if any of these conditions exist.

Payment terms: 50% down payment of requested upon ordering. Balance billed and due upon completion. Quality Signs reserves the right to progress bill for completed work if completed signs cannot be installed due to unforeseen circumstances not the responsibility of Quality Signs. Credit card payments will be charged a 3% processing fee.

Down Payment Amount: \$ 13,853.50

Quality Signs Rep. Quote Completed by: Diana Martin <i>Diana Martin</i> 2/2/2021	Customer Acceptance: I agree to the above terms and conditions.
Quality Signs Date	Customer Date

H B Painters Inc.

**Commercial Special Coatings, Halar Coatings,
Epoxy Floors, Floor Grinding, High-Performance**

6562 W. Brinkley Rd.

Kennewick WA. 99338

Phone: (509) 783-4134, Fax: (509) 735-9236

HBPai379N9**

Since 1953

Bid Proposal

Date: 1-20-2021 Revised 2-2-21

Job/project: ACT Exterior Repaint

To: ACT

Attn: Cathy Kelly

Fax/Email: cathy.kelly61@yahoo.com

From: Stacy email: stacyhbp@aol.com Cell 509 539 2220

Addendums Seen: 0

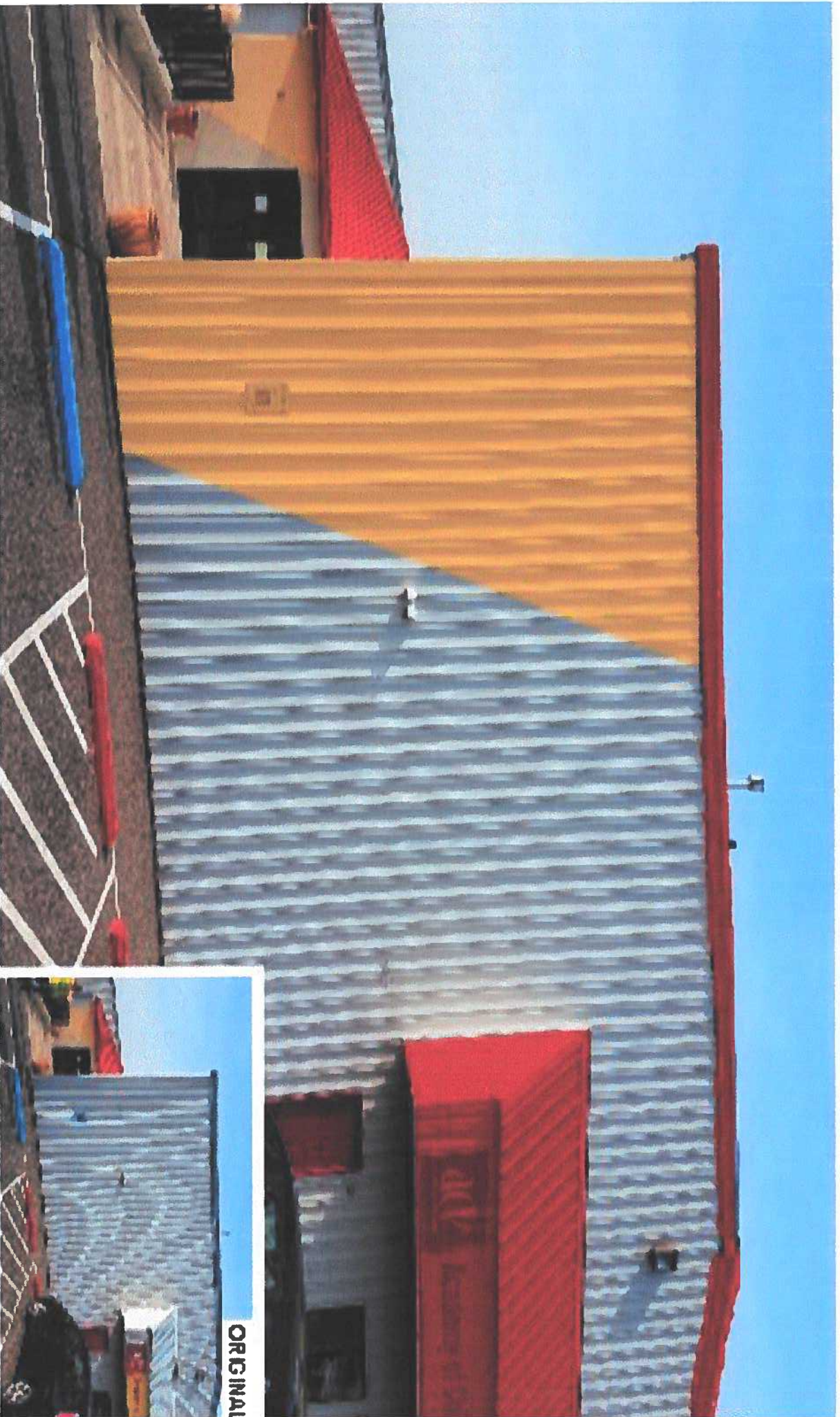
Total number of pages (including cover page): 2

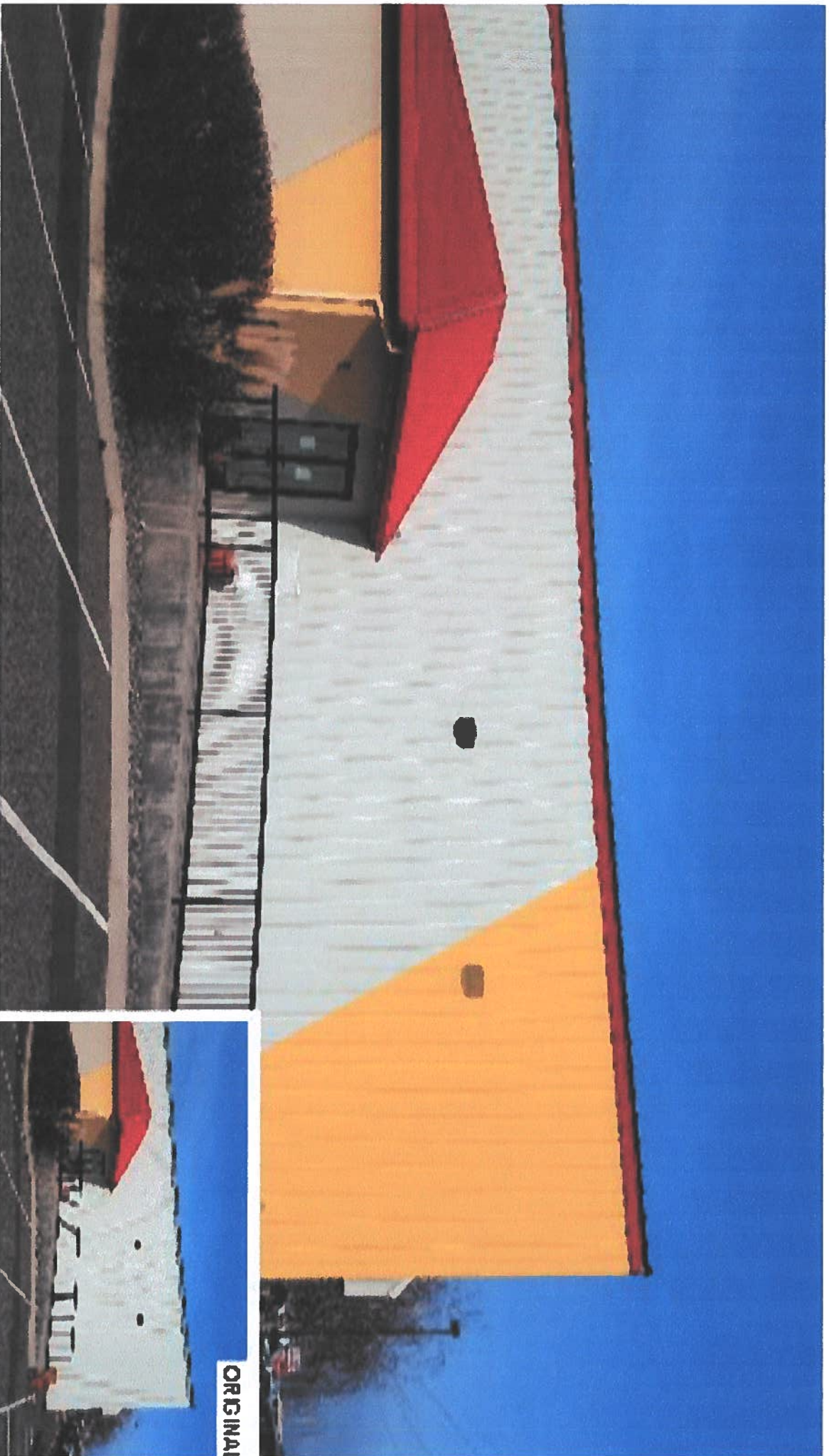
H B Painters agrees to perform the following per walkthrough:

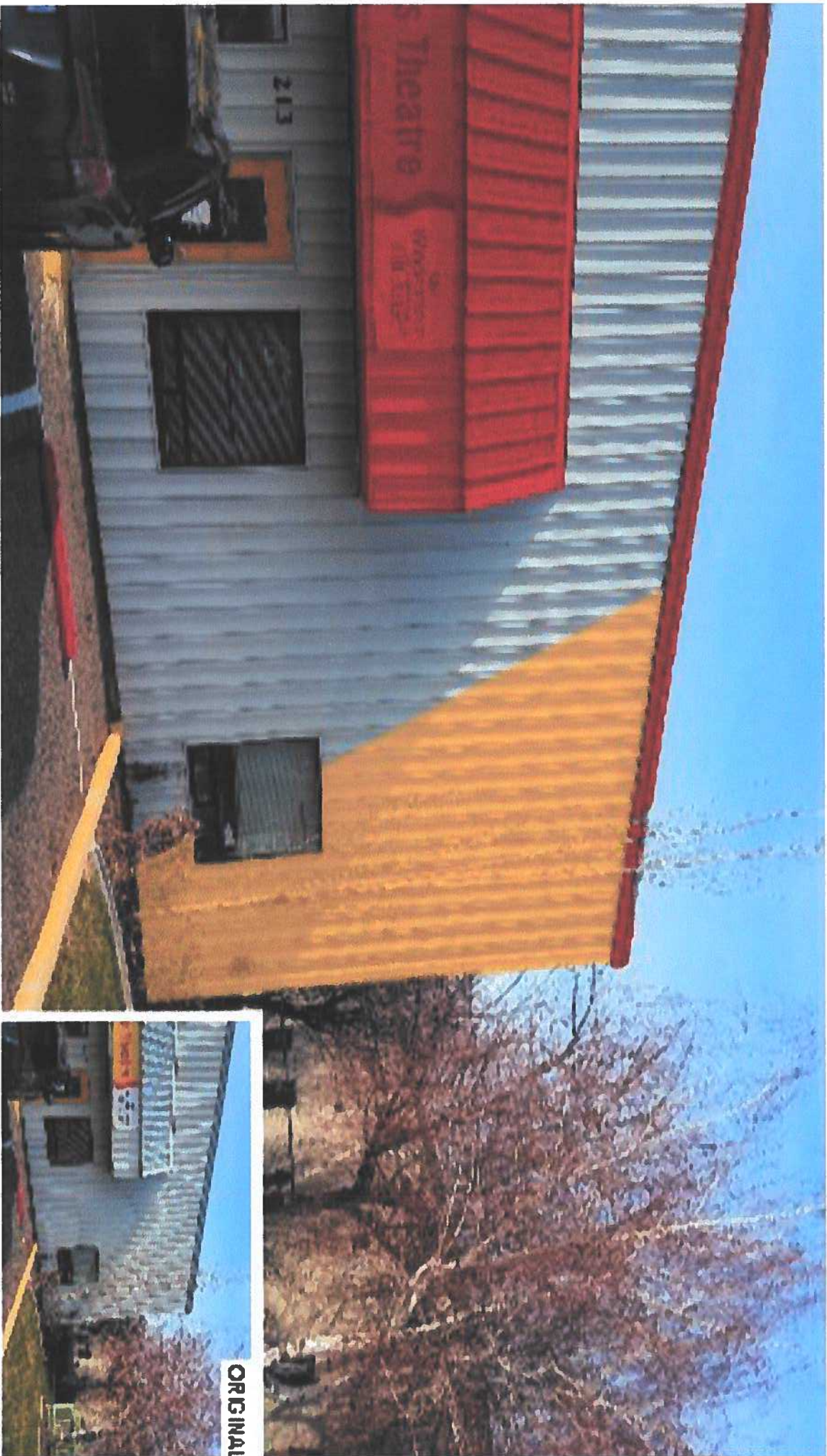
**Base Bid - Power washing areas of work. Painting of Fascia on North/
East/ South sides of building, 1 front door/frame, 1 side door/frame,
Front Entry Canopy Assembly, and 3 Accent Painted Diagonal Panels
(1 on South, 2 on East/front of building). \$5,985.00**

**Optional Add #1 (Red Addition Building only 3 corners, corners that
can be seen on road or by customers) – Painting of Accent Painted
Diagonal Panels on all 4 corners of building (6 Diagonals total 2 on
each side of addition). \$2,613.00**

**Optional Add #2 (Main Metal Building 9 corners, corners that can be
seen on road or by customers) – Painting of Accent Painted Diagonal
Panels on Corners of metal building not covered in base bid (See Panel
Locations Map attached to this bid) (9 Diagonals in total). \$8,040.00**







ORIGINAL



MP Construction, Inc.

6190 West Van Giesen.
West Richland, WA 99353
MPCONCI941BC
Licensed and Bonded
mark_mp_construction@msn.com

509-967-8191

Fax 509-967-3819

Date: 01/15/2021

Quote: 2101-12

Academy of Children's Theatre
213 Wellsian Way
Richland, WA 99352

ATT: Cathy

Misc Door Repairs

East Red Door

- New Dorma (300 exit devise with keyed lever trim
- Screw on perimeter gasket

East Yellow Door

- New 18GA hollow metal door to match existing frame
- 24 x 30 insulated glass
- New deadbolt, hinges door sweep
- Screw on perimeter gasket
- Reuse existing lock and closer
- Paint door one color, Yellow

North side door

- New door sweep
- Screw on perimeter gasket

West/South door

- Screw on perimeter gasket

\$ 3,442.00 Plus WSST

Prices are good for 30 days
All invoices are due on receipt

Thank You
Mark Phillips
Owner
509-554-1210

All Doors

P O Box 1411
Pasco Wa 99301

E-mail

alldoorsoffice@gmail.com

Cont. No. ALLDOI*163KD

PROPOSAL & ACCEPTANCE

Name Address
Academy of Children's Theatre 213 Wellsian Way Richland WA 99352

Project Contact
Front Door Replacement

Date	Estimate #
1/15/2021	912
Phone #	Fax #
509-547-2158	509-543-3695

Description
Furnish and Install: New Door: Hollow Metal Door 3 x 7 with Glass 24 x 60 Low E Window = \$1,436.74 Closer LCN with Cush Arm = \$571.20 Door Bottom Sweep 36" = \$16.37 Door Gasket = \$26.80 Labor: 8 hours x \$110.00 = \$880.00 Additional Work on 2 Doors: Door Sweep 36" = \$16.37 Door Gasket = \$26.80 Perimeter Surface Weather Strip = \$31.63 Labor: 2 hours x \$110.00 = \$220.00 3 to 4 weeks for delivery of materials Half Down to Place the Order We Propose herby to furnish material and labor complete in accordance with above specifications, for the sum of: \$3,225.91 DOES Not Include Sales Tax

Note: This proposal may be withdrawn by us if not accepted within: 30 days.

Payment to made as follows: Net 30 Authorized Signature Deanette Warn

All material is guaranteed to be as specified. All work is to be completed in a work man like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are herby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

Signaure: _____



103 West Canal Drive
Kennewick, WA 99336
State Cont. License PERFEI-241Q2
www.PerfectionGlass.com

10/21/2020

To: Academy of Children's Theatre
Attn: Cathy
Phone: 509-551-9992
Email: Cathy.kelly61@yahoo.com

RE: Replacement Glass
Location: Academy of Children's Theatre
213 Welsian Way
Richland, WA

*Perfection Glass, Inc. proposes to provide all labor, equipment,
and material for the complete installation of the following items.*

Includes: Replacement of broken glass

3/4" OA, 1/8" Cardinal 272 X 1/8 Clear, Tempered

Net Size:

1) 57 3/4" X 46 3/4"

Excludes: Film and Decals
Sales Tax

Total Base Bid: \$500

Sincerely,

Jeff Glines

jeff@perfectionglass.com

509-572-3068 - office

509-205-9074 - cell



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 2/22/2021

Agenda Category: Business

Prepared By: Amanda Wallner, Marketing Specialist

Subject:
CFIP2021-002 Elevate

Department:
Development Services

Recommended Motion:
Motion to recommend Council approve application CFIP2021-002 for funding as recommended by staff.

Summary:
610 The Parkway recently acquired the commercial property at 1515 Wright Avenue. As a part of this acquisition, they want to increase the curb appeal of the building and plan to move Elevate (presently located in Kennewick) to this location, as well as offer suites for lease to other tenants. Their plan is to further beautify the surrounding area to the best of their ability. This is a positive change for the area.

They are seeking funds to update the building. The updates include new aluminum storefront system, which will include new framing, doors, windows, siding and interior items as needed. The existing brick would remain in place as much as possible. This proposal does not include paint.

Fiscal Impact: If fully funded at \$20,000 would leave \$81,531 available in the fund (assuming the \$15K award for ACT earlier in the agenda).

Attachments:

1. CFIP Application - 1515 Wright Ave
2. 1515 Wright storefront proposal - EDC
3. current building
4. desired building improvements



Commercial Façade Improvement Program

Application

Applicant Name	Paul Carlisle	Applicant Title	Managing Member
Applicant Phone	509-302-0840	Applicant Email	paul@elevate.net
Applicant Mailing Address	2348 Harris Ave, Richland, WA 99354		
Applicant Relationship to Business	Managing Member of LLC		
Business Name	610 The Parkway, LLC	Business Phone	509-302-0840
Age of Building	53 yrs old	UBI Number	
Project Physical Address	1515 Wright Ave, Richland, WA 99352		
Project Cost	\$ 60,000	Amount Requested	\$ 20,000
Amount of funding requested may not exceed 50% of project cost, and the maximum grant reimbursement is \$20,000.00 per enclosed unit (see graphic within guidelines and procedures document).			
Is the property owner different than the business owner? ☐ Yes ☒ No (If yes, complete section in yellow below)			
Owner Name		Property Manager	
Owner Phone		Owner Email	
Owner Mailing Address			
Have you obtained permission to complete this project from the property owner? ☐ Yes ☐ No			
1) Have you used this program before? ☐ Yes ☒ No (If yes, complete section 1a)			
1a) For what purpose or project did you use this program in the past? Please indicate the year utilized, and the funding amount you received. Attach one photo of the completed project to this application.			
2) Provide a brief description of the proposed improvements and note how you believe they will enhance the area surrounding your business. Attach a photo, rendering, or sketch of the proposed improvement to this application. Attach additional pages as necessary.			
Full upgrade of front of building including full storefront glass front. Renderings and contractor bid attached. By completing these improvements, we will be able to sign a new long-term lease with elevate network management, llc bringing a dozen well paid technology workers into this area of town. This is high-value but light traffic that will help to revitalize the nearby businesses without overwhelming the local neighborhood.			
3) Will the project require any permits? ☒ Yes ☐ No (If yes, complete section 3a)			
3a) Please indicate which permits you may need to obtain.			
☒ City of Richland Building Permits		☐ City of Richland Right-of-Way Permits	
☐ City of Richland Sewer/Water Permits		☐ Washington State Liquor Licensing	
4) Have you consulted with Richland Development Services? ☒ Yes ☐ No			
4a) If yes, which building division official did you speak with? If no, please email building@ci.richland.wa.us to set a consultation appointment.			

5) Can the project be completed within 12 months? Please explain.

Yes, the contractor believes this can be completed this summer.

Revenue (Attach additional pages as necessary)

Source	Amount
CFIP Grant	\$ 20,000
LLC Member Contribution, Paul Carlisle	\$ 40,000
	\$
	\$
	\$
	\$
Total	\$
Expenses (Attach additional pages as necessary)	
Source	Amount
Booth Construction	\$ 60,000
	\$
	\$
	\$
	\$
	\$
Total	\$

You may use additional pages if necessary to complete the application. Please attach any additional information about the project or your organization that you believe is relevant to this application.

Application Requirements

Please check the box beside each item to note that you have met that requirement.

☒	Requirements for Submittal
☒	The business applicant has a current Richland Business License
☒	The applicant has available funds to complete the project before requesting reimbursement from the City
☒	The project complies with Richland Municipal Code and all applicable building and life safety codes
☒	The project improvements are clearly visible to the general public
☒	The reimbursement request is no more than 50% of total project cost
☒	The project requests reimbursement of no more than \$20,000 per enclosed unit in this application
☒	The project is well designed, and the applicant provided a sketch or rendering of the proposal
☒	The project is permanent and long lasting
☐	The applicant provided two (2) estimates for the project

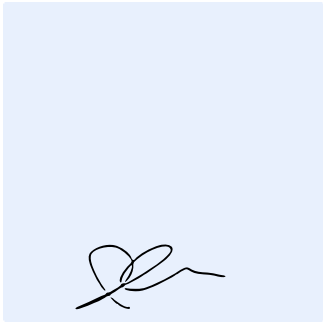
Application Review Criteria

In order to encourage applicants to incorporate multiple improvements into a given project, it is recommended that all projects submitted attempt to ***fulfill some or all of the criteria listed below***. It is not required that a project fulfill each criterion, but projects that fulfill multiple criteria will be looked upon more favorably. The Economic Development Committee reserves the right to reject or table applications for further review if they do not meet the criteria described.

✓	CRITERIA CONSIDERED	
Physical		
☒	The project enhances the building and surrounding neighborhood	
☒	The project enhances existing historical or architectural features	
☒	The project is designed in consistency with the surrounding area	
☒	The project enhances the immediate common area shared by two or more businesses	
☒	The project is decorative and/or artfully designed in compatibility with its surrounding area	
☒	The project improvements replace existing aging or decaying exterior appurtenances	
Programmatic Goals		
☒	The project clusters two or more on-site improvements	Windows AND Awning
☒	It is the first application awarded at the project site	
☒	The improvements are in an area identified as a priority funding area	
☒	The project narrative describes the project's positive economic impact on the business	
Relationship Building		
☒	The project encourages favorable aesthetics in a shopping strip or center with adjacent retail/commercial vacancies	Almost all units are currently month to month and historically this building struggles with vacancy
☒	The project is performed in tandem with another demonstrated economic development effort in the immediate area, or is made by two or more adjacent businesses	Barricuda and Cline Computers

By signing below, you are affirming that you:

- Have read the **Commercial Facade Improvement Program Guidelines and Procedures** document
- Are aware of the limitations of this program
- Certify that requested funds will only be used for purposes as described in this application and/or as approved by the City of Richland
- You understand that use of funds is subject to audit by the State of Washington
- Will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt of a fully executed contract



Signature

Paul Carlisle

Printed Name

02/17/2021

Date

Application Submittal

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Blvd. in Richland: Attn: Mandy Wallner
- If mailed, mail to:

Richland BEDO
Attn: Mandy Wallner, Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

PROPOSAL

DATE: 2/17/2021
 PROPOSAL # 06-21
 CUSTOMER ID 1515 Wright



Prepared for: Paul Carlisle

Prepared by: George Booth IV

PO Box 608
 Richland, WA 99352
 p509.438.0077
 f 509.628.9851
 georgeboothiv@boothandsons.com

Proposal for: 1515 Wright St storefront installation and repair

DESCRIPTION	AMOUNT
Booth and Sons Construction, Inc. is pleased to provide the following proposal to provide and install a new aluminum storefront system in the building located at 1515 Wright St in Richland, WA per the specification and renderings attached. This proposal includes the demolition and disposal of the existing siding, wood framing, doors, and windows, any electrical that impedes the installation of the storefront system. It also includes new aluminum breaks at all walls and posts which intersect the storefront glass and repair of drywall damaged during the course of construction. This proposal includes all management, labor, demolition, materials, layout, trash cleanup, disposal, and weekly progress updates. This proposal does not include painting. Every effort to maintain the existing paint on the existing siding will be made. Storefront system finish can be either oil-rubbed bronze or anodized aluminum.	
Total project cost	46,110

Subtotal	\$46,110.00
WSST	\$3,965.46
	<u>\$50,075.46</u>

OTHER COMMENTS

This estimate does not include City of Richland permit cost.

Option to clad canopy façade and space above doors in EIFS stucco system	4740
Option to add four show window outlets for tenant interior signage (open signs, etc)	792
Option to repaint siding	3450
Option to leave storefront windows' sill height at same height as existing windows	-2850

Proposal is based on field observations of the surface conditions and broad assumptions. Concealed conditions may alter price and design.

If you have any questions about this estimate, please contact George Booth IV at 509.438.0077.

Thank you for your consideration!







CLIMATE & ENERGY
201-4015
SOLAR PANELS
ENERGY AUDITS
ENERGY EFFICIENT
LIGHTING

Wight Therapeutic
Massage

1515

Hot Stone
Massage

Deep
Tissue
Massage

Swedish
Massage

Relaxation
Massage

Reflexology

Chiropractic

Yoga

Meditation

Acupuncture

Herbal

Essential

Oils

Crystals

Reiki





ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 2/22/2021

Agenda Category: Business

Prepared By: Amanda Wallner, Marketing Specialist

Subject:
BLRF2021-006 SCORE

Department:
Development Services

Recommended Motion:
Staff recommends full funding of the request if advertising is weighted to Richland and a report is provided at the end of the year of quantity of businesses served and their physical locations.

Summary:
SCORE is one of the eligible entities for BLRF funds (Business License Reserve Funds) and did not participate in the program this past year since they had not finished their 2021 planning. In response to COVID-19 and business needs in the community, SCORE has implemented a business seminar program to offer useful information through their network of professionals.

The program would not specifically serve Richland businesses exclusively but would provide assistance to them the same as other area businesses.

Fiscal Impact: There is \$22,690 remaining in the fund after the prior 2021 awards. If awarded at \$6,000, this would leave \$16,690 available for other applicants and programs as needed this year.

Attachments:
1. score business license reserve application 2021



Business License Reserve Program

Application

Eligible Applicant Agency			
☐ Tri-City Regional Chamber of Commerce ☐ Tri-City Visitor and Convention Bureau ☒ SCORE of the Mid-Columbia ☐ Commercial Façade Improvement Program		☐ Downtown Business Improvement District ☐ Uptown Business Improvement District ☐ Small Business Development Center	
Agency Address	7130 W. Grandridge Blvd. Kenn	Agency Telephone	735-1000
Contact Person	Rick Peenstra	Contact Title	Chapter Chair
Contact Phone	727-4140	Contact Email	Rick.peenstra@scorevolunteer.org
Project Title	Social Media Marketing for Small Business	Amount Requested	6,000.00
1) Please explain how your <u>organization</u> supports the enhancement of the local business community and the improvement of the environs of the City of Richland. Attach additional pages as necessary.			
SCORE is a resource partner of the U.S. Small Business Administration that provides counseling and mentoring to small businesses and individuals wanting to start a business. SCORE has over 10,000 volunteers nationally with over 300 chapters providing one-on-one counseling to those interested in starting business or those already in business who may need technical assistance. SCORE locally works with all four Chambers of Commerce, TRIDEC, Cities, Ports, Counties, and helps provide outreach to constituents and residents in the business community. We provide services similar to FUSE which is located in Richland as an introduction to and/or an extension of their business incubator services. While our clients are located throughout the Tri Cities and we would not exclude other cities residents that sign up for our services, our initial marketing would be aimed at Richland businesses as we do have a significant clientele in the Richland area.			
2) Please provide a description of the proposed project or program, including a timetable for implementation. Attach additional pages as necessary			
Through our relationships with business-service organizations throughout the Tri Cities we have experienced both personally and anecdotally that many small businesses have not been able to make the successful transition to social media as a profit center for their business. While they may have a web site, it is not user friendly or updated regularly or it might be difficult to navigate, and they don't have the financial resources to pay someone to manage it for them. SCORE has significant educational resources through our national organization and our 300 chapters to provide, at minimal cost, web design and social media marketing services to small businesses. While our national resources are all free to our clients, we have access to professionals in social media design and marketing, this grant would enable us hire them to provide original content for this program if necessary. We would anticipate this program would continue through the end of 2021.			
3) What business activities does the proposed project promote? Check all that apply.			
☐ Core Development ☐ Tourism ☐ Capital Expenditures for Community Improvements		☒ General Economic Development ☐ Prevention of Blight ☒ Small business development program (Richland)	
3a) Please explain how your proposal carries out <u>each</u> business activity identified above. Attach additional pages as necessary.			

All business have been affected by covid the past year, with small (less than 10 employees) businesses hit the hardest. If you have not taken your business online and developed a social media presence, you are missing a portion of your market. By training these small businesses how to develop and use a website and develop a social marketing program thereby increasing sales and profitability we are contributing to the economic growth and vitality of the entire community. Our resources would be available at no cost to these businesses needing help and who may not have the financial wherewithal to pay someone to do this for them.

3b) Please identify other sources of revenue are being utilized and whether they have been secured.

Our local SCORE chapter currently operates on an allocation from our national organization which in turn is funded by the Small Business Administration. We operate entirely on volunteer help and our budget goes almost completely to marketing our organization to the business community. Our total allocation this year is \$2,400 which pays for memberships in the area chambers, and media advertising in the Journal of Business.

4) How does this project support Richland's business community?

While we do not discriminate among cities and counties for business outreach, a good portion of our clients are in the Richland area. Our initial focus of this program would be focused on these clients. Additionally we support the efforts of the FUSE organization which is located in Richland.

5) Is the project a collaboration with other agencies or organizations? Please provide the names of the other agencies and describe the relationship.

This would be a project entirely supported by SCORE, utilizing the contacts available through the other business development organizations.

6) Will the project be completed by December 30? Please explain.

Yes, we anticipate starting the program in the second quarter of the year and having it complete by 12/31/2021. That is not so say that we will discontinue our marketing efforts to help small businesses improve their social media skills, but this grant would provide the initial resources to kick off the program. The resources we develop with this program will continue to be used going forward.

Revenue (Attach additional pages as necessary)

Source	Amount
National SCORE allocation	\$2400.00
Richland Grant	\$6000.00
Click or tap here to enter text.	\$Click or tap here to enter text.
Click or tap here to enter text.	\$Click or tap here to enter text.
Click or tap here to enter text.	\$Click or tap here to enter text.
Click or tap here to enter text.	\$Click or tap here to enter text.
Total	\$8400.00

Expenses (Attach additional pages as necessary)

Source	Amount
Chamber of Commerce and TRIDEC dues	\$1500.00
Marketing TC Journal of Business	\$500.00
Social Media marketing – Hogan Multi-Media	\$400.00
Development of initial content for small business social media programs	\$6000.00

Click or tap here to enter text.	\$Click or tap here to enter text.
Click or tap here to enter text.	\$Click or tap here to enter text.
Total	\$8400.00

You may use additional pages if necessary to complete the application. Please attach any additional information about the project or your organization that you believe is relevant to this application.

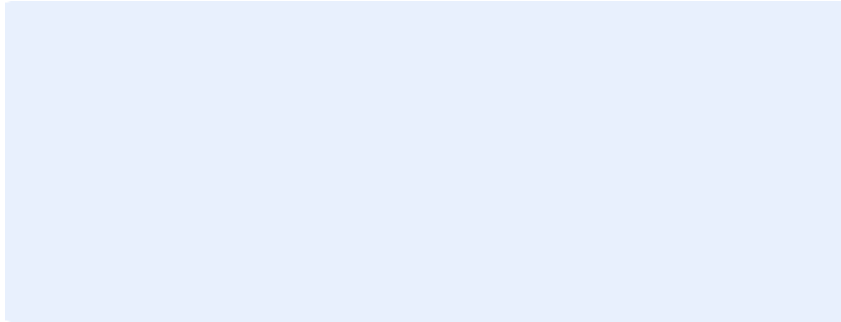
APPLICATION CRITERIA
The Economic Development Committee annually determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but the Economic Development Committee may consider other factors if not all criteria are met.

✓	CRITERIA CONSIDERED
Physical	
☒	The project retains, enhances, or has no negative effect on Richland's natural resources (rivers, trails, recreation areas, parks, natural open space)
☒	The project is accessible to or benefits all members of the public
☒	The project improves or does not otherwise inhibit access to any Richland business
☒	The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce
☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☒	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☒	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

By signing below, you are affirming that you:

- ☐ Have read the Business License Reserve Program Guidelines and Procedures document
- ☐ Are aware of the program permissions and limitations
- ☐ Certify that requested funds will only be used for purposes as described in this application and/or as approved by the City of Richland
- ☐ You understand that use of funds is subject to audit by the State of Washington

- ☐ Will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt of a fully executed contract
- ☐ Understand that the fund is a reimbursement program and funds are released only once economic development staff has reviewed and approved of the expenses
- ☐ Expressly agree, if approved to the publicity of your project as part of the program, now and in the future
- ☐ Understand that all information provided is public



Signature

Rick Peenstra

Printed Name

2/16/2021

Date

Application Submittal

Applications completed digitally:

- ☐ Applications that were completed digitally may be saved and sent via email to awallner@ci.richland.wa.us
- ☐ Save your application with a different file name than the original
- ☐ Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- ☐ Applications that are handwritten may be sent via email, dropped off, or mailed
- ☐ If sent via email, please legibly scan your document as a PDF
- ☐ If dropped off, bring to 625 Swift Blvd. in Richland
- ☐ If mailed, mail to:

City of Richland
 Economic Development
 Attn: Mandy Wallner, Economic Development Specialist
 625 Swift Boulevard, MS-18
 Richland, WA 99352



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 2/22/2021

Agenda Category: Business

Prepared By: Darin Arrasmith, Planner

Subject:
Purchase and Sale Agreement - R & R Property Enterprises, LLC

Department:
Development Services

Recommended Motion:
Motion to recommend Council approve a purchase and sale agreement with R & R Property Enterprises, LLC for 1.49 acres of property in the Horn Rapids Industrial Park.

Summary:
R & R Property Enterprises, LLC is proposing to purchase 1.49 acres in the Horn Rapids Industrial Park at the northwest corner of Kingsgate Way and Battelle Blvd. (Lot 4 of Short Plat No. 3641) for the development of up to 6,000 square feet of commercial/light industrial buildings.

The Economic Development Committee previously recommended approval of a purchase and sale agreement with DW Real Estate, LLC at their January 11, 2021 meeting; however, after the purchase agreement was approved by the City Council, DW Real Estate LLC reconsidered purchasing this property, and therefore let the purchase and sale agreement expire without signing it.

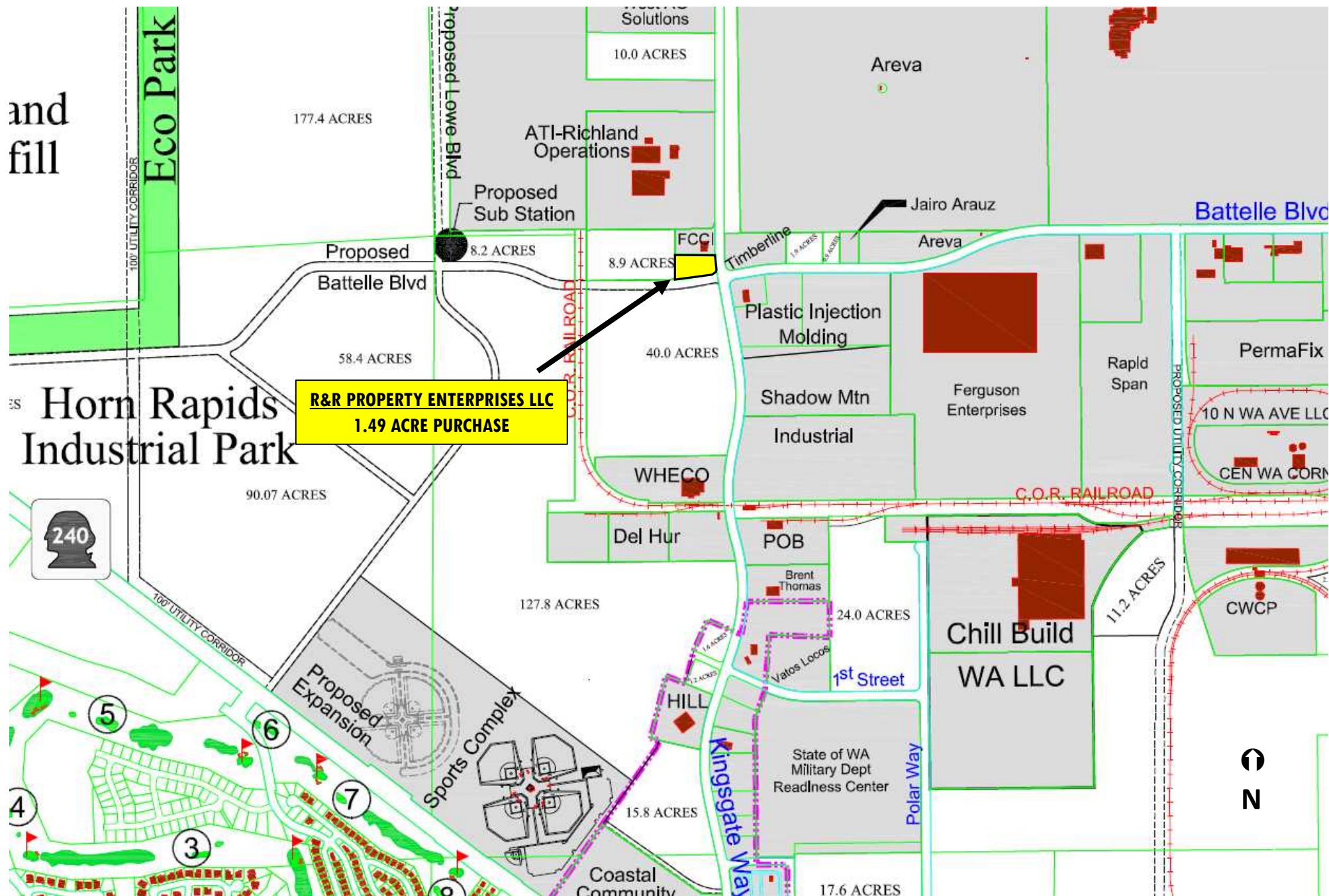
The purchase price is \$54,500 per acre for the 1.49 acre property, amounting to estimated gross proceeds of \$81,205. The purchase price is consistent with the City of Richland's Resolution No. 158-18, which established pricing within the Horn Rapids Industrial Park on November 20, 2018.

The City will retain a repurchase right if R & R Property Enterprises, LLC has not submitted an application for approval of building plans to the City within eight (8) months of closing, and if they do not begin construction of a light industrial building on the lot within eighteen (18) months of closing.

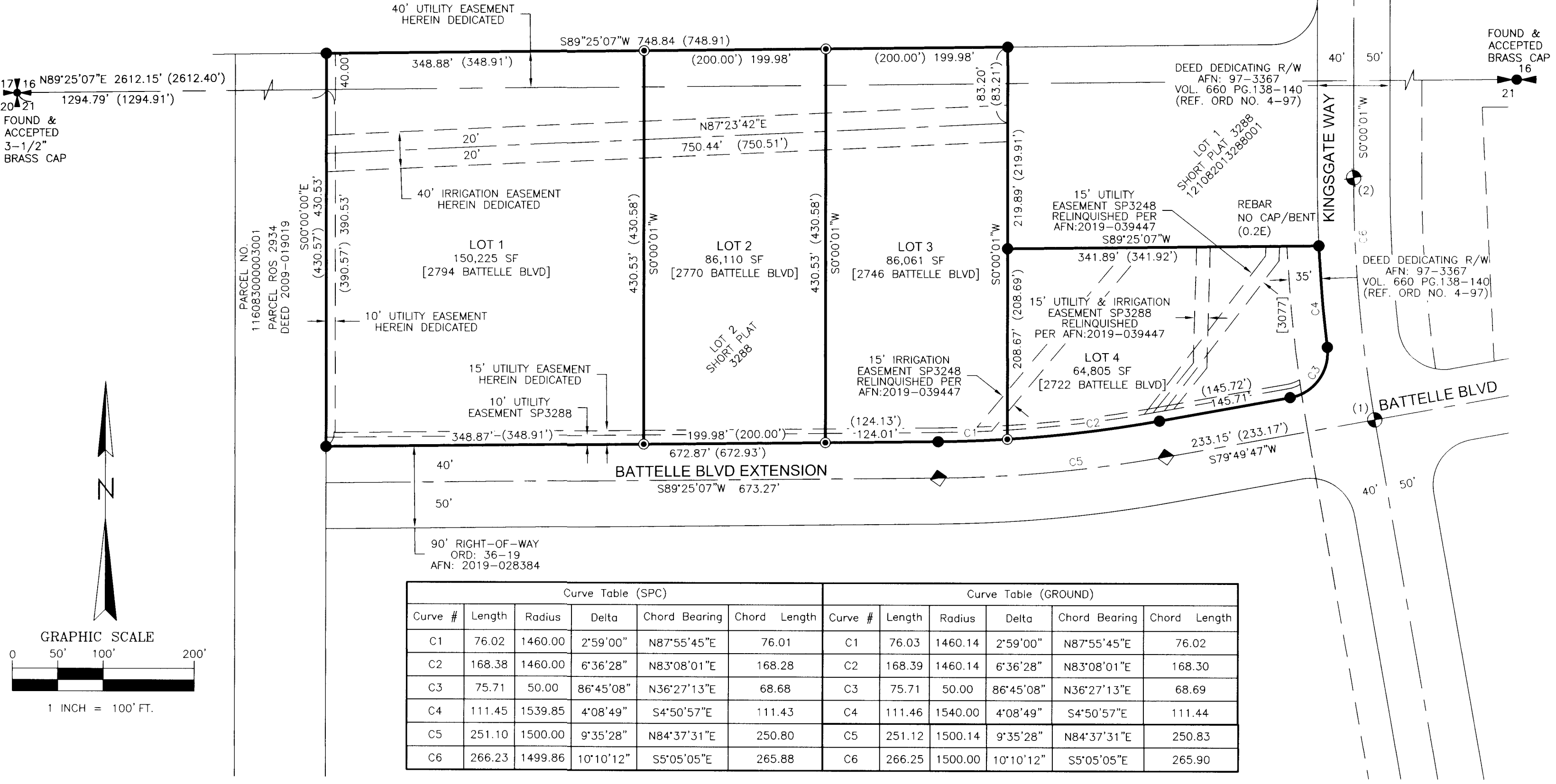
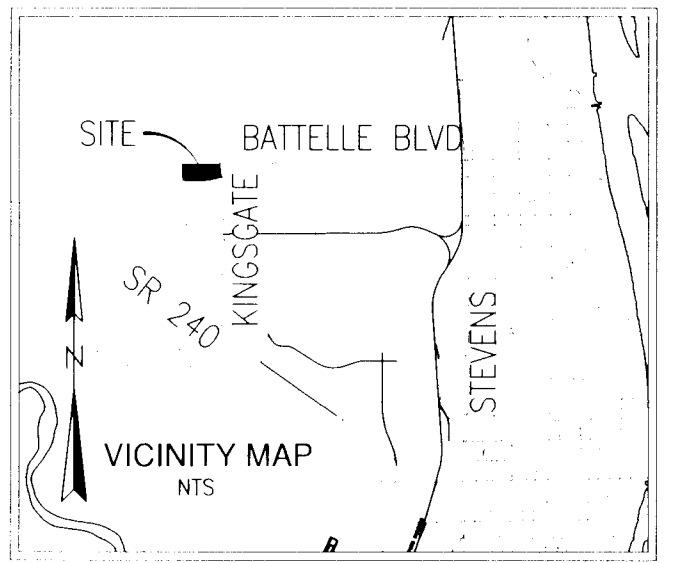
Fiscal Impact: Purchase Price is \$54,500 per acre with estimated gross proceeds of \$81,205 for the 1.49 acres. Net Proceeds after closing will be distributed to the City's Industrial Development Fund.

Attachments:
1. Site Map
2. EXHIBIT A_Short Plat No. 3641
3. Intent to Purchase Letter

and
fill



SHORT PLAT NO. 3288
PREPARED FOR
THE CITY OF RICHLAND
PORTION OF THE NORTH 1/2 OF
THE NORTHWEST 1/4 OF SECTION 21,
TOWNSHIP 10 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN,
CITY OF RICHLAND, BENTON COUNTY, WASHINGTON



Curve Table (SPC)						Curve Table (GROUND)					
Curve #	Length	Radius	Delta	Chord Bearing	Chord Length	Curve #	Length	Radius	Delta	Chord Bearing	Chord Length
C1	76.02	1460.00	2°59'00"	N87°55'45"E	76.01	C1	76.03	1460.14	2°59'00"	N87°55'45"E	76.02
C2	168.38	1460.00	6°36'28"	N83°08'01"E	168.28	C2	168.39	1460.14	6°36'28"	N83°08'01"E	168.30
C3	75.71	50.00	86°45'08"	N36°27'13"E	68.68	C3	75.71	50.00	86°45'08"	N36°27'13"E	68.69
C4	111.45	1539.85	4°08'49"	S4°50'57"E	111.43	C4	111.46	1540.00	4°08'49"	S4°50'57"E	111.44
C5	251.10	1500.00	9°35'28"	N84°37'31"E	250.80	C5	251.12	1500.14	9°35'28"	N84°37'31"E	250.83
C6	266.23	1499.86	10°10'12"	S5°05'05"E	265.88	C6	266.25	1500.00	10°10'12"	S5°05'05"E	265.90

SURVEYOR'S NOTES

- DATE OF SURVEY/MONUMENTS VISITED: OCTOBER 2018 AND MAY 2019
- BASIS OF BEARING: NAD83(2011) WASHINGTON STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.
- UNITS OF MEASURE: US SURVEY FEET GRID DISTANCES. MULTIPLY GRID DISTANCES BY A COMBINED SCALE FACTOR OF 1.0000964167 TO ACHIEVE GROUND DISTANCES. REFERENCE DESCRIPTION DISTANCES AND AREA ARE GROUND DISTANCES. MULTIPLY GROUND DISTANCES BY A COMBINED SCALE FACTOR OF 0.999907592 TO ACHIEVE SURVEYED GRID DISTANCES.
- EQUIPMENT/PROCEDURES: TOPCON GR3 GNSS, RTK METHOD. LINEAR CLOSURES MEET OR EXCEED STANDARDS CONTAINED IN WAC 332-130-090.
- (XXX.XX) GROUND DISTANCES.

CITY OF RICHLAND NOTES

- PRIOR TO DEVELOPMENT OF INDIVIDUAL LOTS, A GEOTECHNICAL STUDY MAY BE REQUIRED AND CONDUCTED IN ACCORDANCE WITH 2015 IBC SECTION 1803. A GRADING PERMIT MAY BE REQUIRED AND FINAL OBSERVATION CONDUCTED BY CITY OF RICHLAND AND THE GEOTECHNICAL ENGINEER OF RECORD.
- AUTHORIZATION OF THIS SHORT PLAT DOES NOT GUARANTEE THE ISSUANCE OF ANY FUTURE DEVELOPMENT PERMITS, INCLUDING, BUT NOT LIMITED TO: BUILDING PERMITS, COMPREHENSIVE PLAN AMENDMENTS OR ZONING AMENDMENTS.
- ADDRESSES SHOWN IN BRACKETS ARE SUBJECT TO CHANGE BY THE CITY OF RICHLAND, ZIP CODE 99354

APPROVALS

I HEREBY CERTIFY THAT THE TAXES ON THE LAND DESCRIBED HEREON HAVE BEEN PAID TO AND INCLUDING THE YEAR 2020. PARCEL NO. 121082013288002

Kenneth Spencer by Heather Hutchison 11/10/2020
BENTON COUNTY TREASURER DATE

THE ANNEXED SHORT PLAT IS HEREBY APPROVED BY AND FOR THE CITY OF RICHLAND, STATE OF WASHINGTON.

[Signature] 11/8/2020
ENGINEER, CITY OF RICHLAND DATE

OWNER'S CERTIFICATE

WE, THE UNDERSIGNED, HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE TRACT OF LAND DESCRIBED HEREON, THAT WE HAVE CAUSED SAID LAND TO BE SURVEYED AND SHORT PLATTED INTO LOTS AS SHOWN AND THAT THE EASEMENTS ON THE SHORT PLAT ARE HEREBY GRANTED AND DEDICATED FOR THE USES AS SHOWN THEREON.

CITY OF RICHLAND
[Signature] 11/8/2020
CYNTHIA D. REENTS, CITY MANAGER DATE

ACKNOWLEDGMENT

STATE OF WASHINGTON
COUNTY OF BENTON

ON THIS 8th DAY OF Nov., 2020 BEFORE ME, THE UNDERSIGNED,
A NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED CYNTHIA D. REENTS, TO ME KNOWN TO BE THE CITY MANAGER, OF THE CITY OF RICHLAND, WASHINGTON, THE CORPORATION THAT EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAID INSTRUMENT TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SAID CORPORATION, FOR THE USES AND PURPOSES THEREIN MENTIONED, AND ON OATH STATED THAT THEY ARE AUTHORIZED TO EXECUTE THE SAID INSTRUMENT AND THAT THE SEAL AFFIXED IS THE CORPORATE SEAL OF SAID MUNICIPAL CORPORATION.

WITNESS MY HAND AND OFFICIAL SEAL AFFIXED THE DAY AND YEAR FIRST ABOVE WRITTEN.

[Signature]
NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

RESIDING AT: Benton County, WA

MY COMMISSION EXPIRES: 9-5-2022

DESCRIPTION

LOT 2, SHORT PLAT 3288, RECORDED IN VOLUME 1 OF SHORT PLATS AT PAGE 3288, UNDER AUDITOR'S FILE NUMBER 2010-034035, RECORDS OF BENTON COUNTY, WASHINGTON.

MONUMENT NOTES

- (1) 2" BRASS CAP IN ASPHALT(.23E)
- (2) 2" BRASS CAP IN ASPHALT

LEGEND

- FOUND 3" BRASS CAP AS NOTED
- FOUND 5/8" REBAR & CAP "PERMIT SURVEY PLS 45774", OR AS OTHERWISE NOTED
- SET 5/8" REBAR & CAP "PERMIT SURVEY PLS 54534"
- SET 2.5" BRASS CAP IN MONUMENT CASE "45774"

AUDITOR'S CERTIFICATE

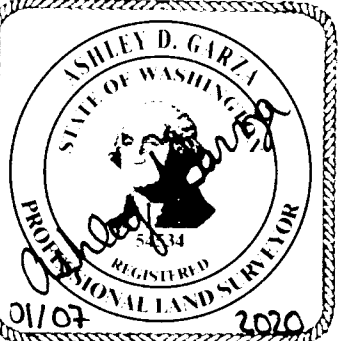
FILED FOR RECORD THIS 5th DAY OF Nov., 2020 A.D. AT 11 MINUTES PAST 5 M., AND RECORDED IN VOLUME 1 OF SHORT PLATS, PAGE 3288 AT THE REQUEST OF ASHLEY D. GARZA.

BENTON COUNTY AUDITOR BRENDA CHILTON

SURVEYOR'S CERTIFICATE

I, ASHLEY D. GARZA, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF WASHINGTON, BASED ON MY KNOWLEDGE, INFORMATION, AND BELIEF, HEREBY CERTIFY THAT THE SHORT PLAT AS SHOWN HEREON IS BASED ON AN ACTUAL FIELD SURVEY OF LAND DESCRIBED AND THAT ALL CORNERS AND DIMENSIONS ARE CORRECTLY SHOWN AND THAT SAID SHORT PLAT IS STAKED ON THE GROUND AS INDICATED HEREON.

Ashley Garza
ASHLEY D. GARZA
CERTIFICATE NO. 54534



2245 Robertson Drive
Richland, Washington 99354

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

DATE:	01/07/2020
SCALE:	1"=50'
DRAWN BY:	ADG
APPROVED BY:	CCA
PROJECT:	19056
SHEET	1 OF 1

2/11/21

Russ Watson/Bonnie Watson
R&R Property Enterprises LLC
3425 Polo Greens Ave
West Richland, WA 99353
Attn. Darin Arrasmith

Subject: Lot 4 - Short Plat No. 3641 - Intent to Purchase

Dear Mr. Arrasmith

We are submitting this Letter of Intent to purchase the property, (Lot 4 - Short Plat No. 3641), located on the corner of Kingsgate way and Battelle BLVD owned by the City of Richland. The purchase price for the subject property is \$81,205.00

Our preliminary plan is to build an engineering office/metallurgical testing building, (3000-4000sq.ft). Future plans include additional individual suites of 2000sq.ft. within 1 complex for office and distribution.

We anticipate submitting building plans within approximately 8 months and initiate construction within 18 months of closing.

This letter of intent does not constitute a binding agreement or initiate any contractual obligations to either the City of Richland or R&R Enterprises LLC.

Thank you for your consideration regarding endeavor.

Kindest Regards,

A handwritten signature in black ink, appearing to read 'Russ Watson', with a long horizontal flourish extending to the right.

Russ Watson – Principal R&R Property Enterprises LLC