

City of Richland Resolution No. 100-20 temporarily designates virtual locations for all municipal meetings. This meeting will be conducted remotely via Zoom. Members of the public may attend this meeting remotely by selecting the Zoom link or by calling the phone numbers provided. If you wish to provide comments for the Public Comments portion of the meeting, please register [here](#) by 4:00 p.m. on the day of the meeting. Only those who register by the 4:00 p.m. deadline will be permitted to speak during the meeting. Public comments will be limited to three minutes per speaker.



Agenda
Parks and Recreation Commission Meeting
Thursday, January 13, 2022 - 6:00 p.m.
Join the Zoom meeting [here](#)
Public Meeting Access: (206) 337-9723 or (253) 215-8782
Meeting ID No. 814 1092 7563

Commission Members: Chair Buelt, Vice-Chair Brooks and Members Aldous, Arnquist, Gutierrez, Henry, Lunstad, Mason and Sullivan

Liaisons: Council Liaison Kent
Staff Liaison: Parks and Public Facilities Director Schiessl

Regular Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Roll Call

Approval of Agenda: (Approved by Motion)

Approval of the January 13, 2022 Parks and Recreation Commission Meeting Agenda

Approval of Minutes: (Approved by Motion)

Approval of the December 9, 2021 Parks and Recreation Commission Meeting Minutes

Approval of the December 9, 2021 Parks and Recreation Commission Special Workshop Minutes

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

Presentations:

Unfinished Business:

New Business:

- I. 1090 Jadwin Avenue Property Sale
 - Joe Schiessl, Parks & Public Facilities Director

2. Property Encroachment at Claybell Park and Owner Request to Purchase
 - Joe Schiessl, Parks & Public Facilities Director

Commission Comments:

Adjournment

The next Parks and Recreation Commission Workshop is Thursday, January 27, 2022
The next Parks and Recreation Commission Meeting is Thursday, February 10, 2022

This meeting is broadcast live on CityView Channel 192 and online at ci.richland.wa.us

Richland City Hall is ADA accessible. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 1/13/2022

Agenda Category: Approval of Minutes

Prepared By: Patty Roe, Administrative Assistant II

Subject:

Approval of the December 9, 2021 Parks and Recreation Commission Meeting Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:

1. 2021.12.09 Parks and Recreation Commission Meeting Minutes - Revised
2. 1. 2021.12.09 PRC Meeting Comment Card J. Schutzenhofer
3. 2. 2021.12.09 PRC Meeting Comment Card G. Wireman
4. 3. 2021.12.09 PRC Meeting Comment Card C. Johnson
5. 4. 2021.12.09 PRC Meeting Comment Card K. Gustafson
6. 5. 2021.12.09 PRC Meeting Comment Card L. Wanamaker
7. 6. 2021.12.09 PRC Meeting Comment Card M. Schwenk
8. 7. 2021.12.09 PRC Meeting Comment Card N. Doran
9. 8. 2021.12.09 PRC Meeting Comment Card R. Stenner
10. 9. 2021.12.09 PRC Meeting Comment Card M. Gehlen



MINUTES

Richland Parks and Recreation Commission Meeting

Remote Meeting

Thursday, December 09, 2021 ~ 6:00 p.m.

CALL TO ORDER:

Chair Gutierrez called the meeting to order at 6:00 p.m.

ATTENDANCE:

Chair Gutierrez, Vice Chair Buelt and Commissioners Sullivan, Aldous, Mason, Lunstad, Arnquist, and Henry were present.

Commissioners Brooks was absent.

Also, in attendance were Parks and Public Facilities Director Schiessl, Parks and Recreation Manager Jackson and Council Liaison Kent.

APPROVAL OF THE DECEMBER 09, 2021 AGENDA:

Vice Chair Buelt moved to approve the December 09, 2021 Parks and Recreation Commission meeting agenda. Chair Gutierrez seconded the motion.

Motion approved 7-0.

APPROVAL OF THE OCTOBER 28, 2021 MEETING MINUTES:

Commissioner Aldous moved to approve the October 28, 2021 Parks and Recreation Commission meeting minutes. Vice Chair Buelt seconded the motion.

Motion approved 7-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Council Liaison Report.

Subjects included: Congratulated staff involved with organizing another successful Winter Wonderland, Kent also thanked Parks and Recreation Commissioners for their time donated with serving on boards and commissions.

RECREATION REPORT:

Recreation Manager Jackson presented the Recreation Report.

Subjects included: Winter Wonderland video produced by Mark Ingham, Cable Production Assistant, and collection of public input for West Village community park.

PARKS AND FACILITIES REPORT:

Parks and Public Facilities Director Schiessl presented the Parks and Facilities Report. Subjects included: Thanked everyone involved with the Winter Wonderland event and announced City of Richlands newly appointed City Manager is Jon Amundson.

PUBLIC COMMENTS:

The following individuals submitted comments to be read aloud by staff liaison: (comments attached)

Jerry Schutzenhofer, 430 Broadmoor St., Richland

Ginger Wireman, 2435 Michael Avenue, Richland

Claudia Johnson, 2414 Lariat Lane, Richland

Kurt Gustafson, 2340 Mark Avenue, Richland

Lauren Wanamaker, 139 Hains Avenue, Richland

The following individuals provided comments remotely.

Mike Schwenk, 1244 Glenwood Court, Richland

Schwenk advocated to work with the city to find solutions with the public nuisances at Overlook Park.

Nancy Doran, 1516 Johnston Avenue, Richland

Doran advocated that the 2022 Parks and Recreation Commission goals should consist of improving natural resource improvements to the section mowed at Leslie Groves park.

Robert Stenner, 1238 Glenwood Court, Richland

Stenner agreed with comments provided by Mr. Schwenk and has the same concerns with safety of the Glenwood Court neighborhood.

Mark Gehlen, 1250 Glenwood Court, Richland

Gehlen agreed with comments provided by Mr. Schwenk and Mr. Stenner and fully support the community to find a solution.

Public Comment closed at 6:31 p.m.

PRESENTATIONS:

UNFINISHED BUSINESS:

NEW BUSINESS:

1. 2022 Parks and Recreation Commission Chair and Vice Chair Election
-Joe Schiessl, Parks and Public Facilities Director

Each year the Parks and Recreation Commission (PRC) elects a Chair and Vice Chair. The PRC entertained nominations and officers are elected. Terms will be effective January 1, 2022.

Chair Gutierrez moved to nominate Meaghan Brooks as Vice Chair and James (Jim) Buelt as Chair for the 2022 Parks and Recreation Commission.

Commissioner Henry seconded the motion. Motion passed 7-0.

**2022 Parks and Recreation Commission Chair – James (Jim) Buelt
2022 Parks and Recreation Commission Vice Chair- Meaghan Brooks**

ADJOURNMENT:

Meeting adjourned at 6:44 p.m.

Reviewed by: Joe Schiessl, Parks and Public Facilities Director

Approved by: _____
Chair Maria Gutierrez, Richland Parks and Recreation Commission



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
November 18, 2021 6:02am
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Online Form - comments to be read aloud by staff during the public comments portion of the meeting
Public Comments to be read aloud by staff at the meeting:	I would like to draw everyone's attention to the upgrades going on at Claybell Park on Broadmoor Street. Claybell Pk. has changed a great deal over the years from original designs. As a user and neighbor to the park I appreciate it's beauty. More importantly, the use of the park must be safe and within Master Plan designs. Park users currently are not parking in the multi-thousand dollar parking lot as designed. Park users choose to park on residential streets nearest the park amenity they are there to use rather than walking a few extra steps from the safe multi-thousand dollar parking lot designed for primary use and paid for with tax dollars. The design is for users to park off-street safely. That design does not come to reality on a daily basis. That design also plans for speed limits to be followed and parking codes enforced. Speed limits are not followed by school buses and city vehicles let alone the folks using Broadmoor Street as a thoroughfare to Leslie or Gage Blvd. We are enduring the current state of overwhelmed on-street parking meanwhile the increase in pickleball courts from the current will add to the issue. Please consider using some of the areas near the increased pickleball courts as off-street parking as well as recouping parking area from underutilized tennis courts, enforcing parking codes, to include 'no parking w/in 5' of neighboring driveways', and posting 'Not A Thoroughfare' signs, and enforcing the speed limit. Thank you.
Full Name	Jerry Schützenhofer
Address:	Claybell Park
Email	tnightengale@hotmail.com



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 1, 2021 9:06am
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Online Form - comments to be read aloud by staff during the public comments portion of the meeting
Public Comments to be read aloud by staff at the meeting:	I am deeply concerned that the city council is contemplating selling the land under the now Rivershore Hotel (former Shilo Inn) to Fortify Holdings. The land was donated to the City by the Amon family for park space. That any of the land was developed for private gain certainly seems illegal and contrary to the intent of the Amon Trust, but at least the ground lease benefits the community. Fortify owns 15 properties and hasn't completed a single successful project. They are not to be trusted. Parks and Rec Commission should let Council know you are opposed to the sale of that parcel. It was donated for the residents, not commercial profiteers.
Full Name	Ginger Wreman
Address:	2435 Michael Avenue, Richland, WA, USA
Email	ebwireman@gmail.com



2021 PRC Meeting Comment Card

City of Richland

Submitted On:

December 2, 2021 12:42pm

America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Online Form - comments to be read aloud by staff during the public comments portion of the meeting
Public Comments to be read aloud by staff at the meeting:	Please make sure that the City does not sell land that was donated for public use/public park space. This is referring to the Amon donation, and request by an out of town developer for the City to sell land next to a hotel, near the river. The river is our public good, and that land belongs to the people. Please get involved in that, and protect our public assets. Expanding the trails, paths in that plot of land would increase the quality of life for us Richlanders exponentially. Please protect our open land--and the land that belongs to the people. Don't let City Council sell it. It is too valuable, and we will never ever be able to recover it. And they probably will undervalue it anyway. We trust you to do the right thing and protect our park land and assets.
Full Name	Claudia Johnson
Address:	2414 Lariat Ln, Richland, WA, USA
Email	c3j3johnson@gmail.com



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 2, 2021 1:46pm
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Online Form - comments to be read aloud by staff during the public comments portion of the meeting
Public Comments to be read aloud by staff at the meeting:	I would ask the Commission to oppose any plan to sell land intentionally gifted to the city for the purposes of publicly accessible green spaces. I feel the city is already working in bad faith, having leased this land for the development of a commercial hotel, but this current use, at LEAST, derives some income and the city can maintain control of the use of the land if need be. Selling the land to a private commercial developer who has yet to complete a construction project is asking the citizens of Richland, and the Tri Cities to accept the possibility of another PIT sized blight.
Full Name	Kurt Gustafson
Address:	2340 Mark Avenue, Richland, WA, USA
Email	kurt.c.gustafson@gmail.com



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 4, 2021 5:02pm
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Online Form - comments to be read aloud by staff during the public comments portion of the meeting
Public Comments to be read aloud by staff at the meeting:	I have two comments I wish to bring to the attention of this council: 1. I am concerned about the amount of trees and vegetation that have been removed from the south section of Leslie Groves park over the last couple of weeks. I understand that routine maintenance and pruning is necessary, but the amount of vegetation removed seems far beyond standard maintenance--the entire landscape has been significantly altered. I have been a resident of North Richland my entire life and have never seen a clearing to this extent. Richland residents should have input before such drastic changes are made to our back yards. 2. I am increasingly concerned about vehicle speeding in many areas of North Richland, but specifically on Hains Avenue. Road kill is inevitable to an extent, but should not be happening on a residential street at the frequency in which it is on Hains. I have seen pet 2 cats deceased on the street in the last 3 months. For a street that provides routine access to pedestrian, cyclist traffic, not to mention residents who walk their pets on a daily basis and children who live nearby, the current situation is unacceptable. I would like to propose speed bumps be installed at various points along this street. It is an effective way to curb speeding and I believe other neighbors in the area would support this cost to keep our street safer for everyone. I would like a response to both of my comments.
Full Name	Lauren Wanamaker
Address:	1309 Hains Avenue, Richland, WA, USA
Email	



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 8, 2021 3:35pm
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Call-in Option - a Staff liaison will follow-up with contact information on how to attend the meeting.
Call-in Public Comments - Please share the topic to which you would like to provide comment on:	Outlook Park (aka, Top of the World Park) and Glenwood Court public safety
Full Name	Mike Schwenk
Address:	1244 Glenwood Ct, Richland, WA, USA
Email	rmschwenk@charter.net



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 9, 2021 9:11am
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Call-in Option - a Staff liaison will follow-up with contact information on how to attend the meeting.
Call-in Public Comments - Please share the topic to which you would like to provide comment on:	Leslie Groves park
Full Name	Nancy Doran
Address:	1516 Johnston Avenue, Richland, WA, USA
Email	nhdoran@charter.net



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 9, 2021 9:54am
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Call-in Option - a Staff liaison will follow-up with contact information on how to attend the meeting.
Call-in Public Comments - Please share the topic to which you would like to provide comment on:	Park drug and safety
Full Name	Robert Stenner
Address:	1238 Glenwood Court, Richland, WA, USA
Email	rdvsstenner@gmail.com



2021 PRC Meeting Comment Card

City of Richland

Submitted On:
December 9, 2021 10:13am
America/Los_Angeles

2021 Meeting Dates	December 9, 2021
I wish to comment using the	Call-in Option - a Staff liaison will follow-up with contact information on how to attend the meeting.
Call-in Public Comments - Please share the topic to which you would like to provide comment on:	Over look park at the top of Glenwood Drive
Full Name	Mark Gehlen
Address:	1250 Glenwood Court, Richland, WA, USA
Email	mark.gehlen@uniwest.com



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 1/13/2022

Agenda Category: Approval of Minutes

Prepared By:

Subject:

Approval of the December 9, 2021 Parks and Recreation Commission Special Workshop Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:

1. 2021.12.09 Parks and Recreation Commission Special Workshop Minutes - Revised



MINUTES

Richland Parks and Recreation Commission Special Workshop

Remote

Thursday, December 09, 2021 ~ 6:45 p.m.

CALL TO ORDER:

Chair Gutierrez began the workshop at 6:50 p.m.

IN ATTENDANCE:

Chair Gutierrez, Vice Chair Buelt and Commissioners Sullivan, Aldous, Lunstad, Mason, Arnquist and Henry were present.

Commissioners Brooks was absent.

DISCUSSION ITEMS:

1. Parks and Recreation Commission Goals for 2022

Parks and Recreation Commission reviewed the 2021 PRC goals as a reference to establish goals for 2022. Members of the commission discussed and revised goals and specific performance objectives, each goal and objective will be monitored and tracked throughout the year.

The final goals will be approved at a future regular meeting.

ADJOURNMENT:

Meeting adjourned at 7:47 p.m.

Reviewed by: Joe Schiessl, Parks and Public Facilities Director

Approved by: _____
Chair Jim Buelt, Richland Parks and Recreation Commission



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 1/13/2022

Agenda Category: New Business

Prepared By: Joe Schiessl, Parks & Public Facilities Director

Subject:

1090 Jadwin Avenue Property Sale

Department:

Parks & Public Facilities

Recommended Motion:

Move to recommend that the Richland City Council approve a land sale to Boost Builds for 2.81 acres of City-owned property located at 1090 Jadwin Avenue for a price of \$364,000, benefiting the Park Reserve Fund, or revised value based on updated appraisals, if applicable, with an equivalent value of \$197,349 of the sale proceeds delivered in the form of physical landscape improvements to the Marjorie Sutch Greenway.

Summary:

Boost Builds is a local development company that purchased property from the City in 2019 situated under privately-owned buildings located at 1100 & 1200 Jadwin Avenue. The property was originally leased to another private owner before selling their interest in the buildings and site improvements to Boost Builds. The site was declared surplus and leased to private interests in 1974 and Boost Builds is in the process of redeveloping the site. Boost Builds now owns the buildings and the property at 1100 & 1200 Jadwin Avenue; whereas, the original owner only owned the buildings and leased the property from the City.

The property includes an open ditch stormwater facility encumbered by a U.S. Army Corps of Engineers flowage and pondage easement. Much of Central Richland's stormwater flows into this facility and is ultimately pumped over the river levee and into the Columbia River. This facility is part of what the City considers the Marjorie Sutch Greenway and is a component of the City's Urban Greenbelt Trail (UGT). The Greenway traversing 1100 & 1200 Jadwin was improved by Boost Builds and a public access easement was retained for the UGT.

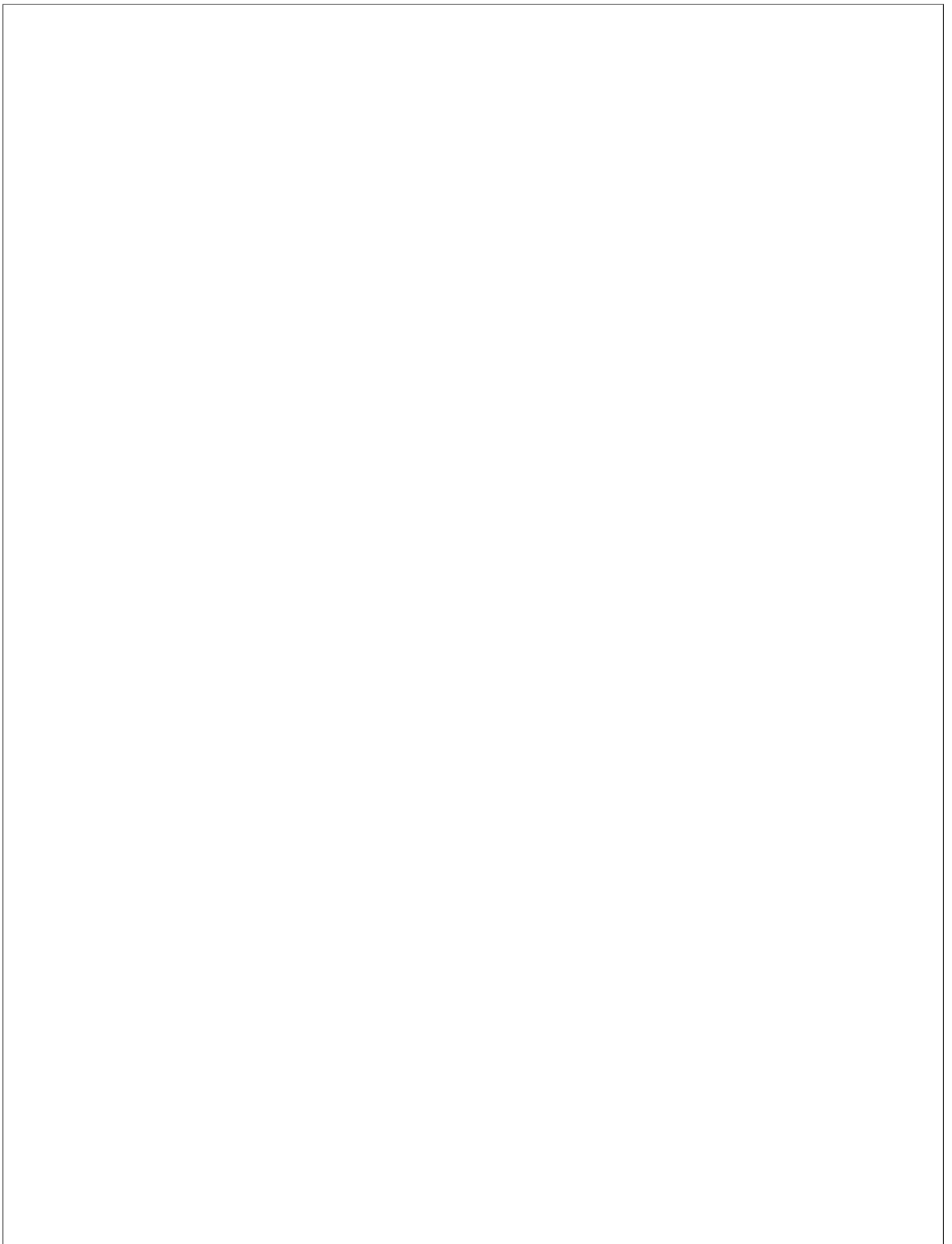
The City withheld a portion of property east of 1100 & 1200 Jadwin Avenue while planning for future transportation improvements in the vicinity. The transportation planning is now complete and a second property sale to Boost Builds is proposed at 1090 Jadwin Avenue, totaling 2.81 acres. The proposal is to sell the property at market price and credit Boost Builds an equivalent cash value (up to \$197,349) for improvements to the Marjorie Sutch Greenway consistent with those made to 1100 & 1200 Jadwin Avenue. The remaining cash from the property sale would benefit the Park Reserve Fund. This concept was discussed by the PRC at a workshop in 2021 and again on site at 1090 Jadwin Avenue during the annual field tour. Each discussion was positive and the PRC was in favor of the concept. The PRC is tasked with making a recommendation on the real estate sale of the property because it's considered park land inventory in addition to the use of sale proceeds. The Economic Development Committee will review the details of deal including the project. City Council will make the final decision.

Fiscal Impact:

\$364,000 will benefit the Park Reserve Fund, or revised value based on updated appraisals, if applicable, with an equivalent value of \$197,349 of the \$364,000 delivered in the form of physical improvements to the Marjorie Sutch Greenway.

Attachments:

1. 1090 Jadwin Site Map
2. 1090 Jadwin Parcel and Trail Easement
3. Marjorie Sutch Greenway Restoration





WILLIAMS BLVD.

FAT OLIVES

J's ASIAN
FLAMING GRILL

Mc DONALD'S

GEORGE
WASHINGTON
WAY

1200 JADWIN

JADWIN AVENUE

1100 JADWIN

GUYER
AVENUE

RICHLAND INN

FRIENDS
CAR WASH

GOLDEN
PALACE

1090 JADWIN

COMMUNITY
FIRST BANK

**WHEN RECORDED RETURN TO:**

City Surveyor
City of Richland
625 Swift Blvd. MS-26
Richland, WA 99352

EXCISE TAX NOT REQUIRED
BENTON CO EXCISE TAX DEPT
BY [Signature] DEPUTY
8-11-2021 Easement

Portion of Parcel No. 1-11981020618021

PUBLIC TRAIL EASEMENT

In and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the **CITY OF RICHLAND**, a Washington municipal corporation ("Grantor"), grants and conveys to the **CITY OF RICHLAND**, a Washington municipal corporation ("Grantee"), a perpetual easement in, upon, over, under, across and through the following property situated in the County of Benton, State of Washington, described as follows:

A 12.00 foot wide public trail easement located in the North 1/2 of section 11, Township 9 North, Range 28 East, W.M., across a portion of Parcel 3 described on Auditor's File No. 2019-031553, records of said County and State, having 6.00 feet of said width lying on each side of the following described centerline:

Commencing at the Southeast corner of said Parcel 3; Thence along the East line of said Parcel N 00°44'53" W a distance of 150.49 feet to the **True Point of Beginning** of said centerline; Thence S 74°35'33" W a distance of 177.32 feet to point of curve to the right; Thence along said curve having a radius of 36.00 feet, an arc distance of 32.37 feet through a delta angle of 51°31'26"; thence N 53°53'01" W a distance of 146.32 feet; thence N 35°29'10" W a distance of 232.20 feet to the Northerly line of said Parcel and terminus of said centerline.

The sidelines of said easement to be extended or trimmed at said Northerly and East lines of said Parcel 3.

See **Exhibit "A"** ("Easement Area or Trail Facilities")

PURPOSE/GRANT: Grantee shall have the right to use the Easement Area to construct, operate, maintain, repair, access, replace, improve, patrol, remove, upgrade and extend within the Easement Area a public trail for pedestrian and non-motorized access by the public. This easement does not grant the right to permit franchise holders and utility licensees of the City of Richland to place fiber, telephone, and/or television cable circuits in the Easement Area.

1. **Access.** The Easement Area shall be used as right-of-way by the public for walking, hiking, jogging, running, bicycling, skating, or other similar recreation. No motor vehicle access is allowed except as necessary by Grantee for construction and maintenance of the Easement Area. The easement shall also include Grantee's right of pedestrian, equipment, and vehicular access over existing roads across the adjacent or remainder property of Grantor for the purpose of obtaining access to and from the Easement Area. In the event access is not reasonably available over existing roads, Grantee shall have the right of reasonable access over the adjacent property of Grantor along any route that is reasonable and appropriate to obtain access to and from the Easement Area. Grantee shall have the right to use such portion of the property along and adjacent to the Easement Area as may be necessary in connection with the construction, reconstruction, maintenance, repair or other purpose stated in this easement document.
2. **Fee Prohibited.** No person (natural or legal) is permitted to charge a fee for access or use of the Trail Facilities.
3. **Easement Area Clearing & Maintenance.** The easement shall include the right, but not the obligation, to cut, trim, chemically treat with herbicides, and/or remove trees, shrubs, bushes, brush, and/or other vegetation within or immediately adjacent to the Easement Area for the purpose of protecting, accessing, constructing or maintaining the public trail in a suitable condition for pedestrian and non-motorized access by the public. Removal may be carried out by Grantee on a continuing basis by any reasonable and prudent means.
4. **Restoration.** Grantee shall promptly, at its expense, repair and restore to its pre-existing condition any portion of the property damaged or destroyed as a result of Grantee exercising any of its rights under the easement.
5. **Grantor's Use of Easement Area.** Grantor may use the Easement Area for any purpose not inconsistent with the rights granted, provided such use does not interfere with or endanger construction, operation, maintenance and/or access of the public trail by Grantee or the public.
6. **Assignment.** The easement and this instrument shall be a covenant running with the land and shall be binding upon the heirs, executors, administrators, successors and assigns of both parties. The easement shall include the right to assign, apportion or otherwise transfer any or all of its rights, benefits, privileges and interests arising in and under this easement.
7. **Indemnification.** Grantee shall indemnify and hold Grantor harmless from and against any and all claims, liabilities, losses, damages and costs (including reasonable attorney fees) resulting solely from or related to Grantee's use of this easement.
8. **Grantor's Warranty.** Grantor warrants title to the rights granted herein. Grantor further covenants that Grantor is the sole owner of the property over which this easement is granted, that Grantor has the lawful right to convey this easement interest, and that the property is free and clear of encumbrances, except as agreed to by Grantee.

9. **Termination.** The rights herein granted shall continue until such time as Grantee terminates such rights by written instrument. Any improvements not removed by Grantee within one (1) year of termination shall become the property of Grantor.
10. **Public Enters at Own Risk.** Use of any portion of the Easement Area by members of the general public is at their own risk. Neither Grantee nor Grantor, by executing this document, assume any duty to or for the benefit of the general public for defects in the location, design, installation, maintenance or repair of the Trail Facilities; for any unsafe conditions within the Easement Area; or for the failure to inspect for or warn against possibly unsafe conditions; or to close the Trail Facilities to public access when unsafe conditions may be present.

[Signature Pages to Follow]

GRANTOR – City of Richland,
a Washington municipal corporation

By: [Signature]
Jon Amundson, Interim City Manager

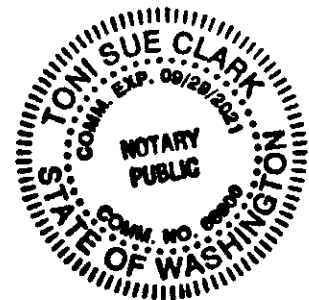
STATE OF WASHINGTON)
 : SS
COUNTY OF BENTON)

On this 9th day of August, 2021, before me, the undersigned Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared **Jon Amundson**, Interim Richland City Manager, to me known to be authorized and who executed the within and foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed, for the use and purposes therein mentioned, and on oath stated that he is authorized to execute the said instrument.

IN WITNESS WHEREOF, my hand and official seal hereon affixed the day and year above written.

[Signature]
Sign Name

Notary Public in and for the State of WA
Residing at Kennewick
My appointment expires 09/29/2021



GRANTEE – City of Richland,
a Washington municipal corporation

By: [Signature]
Jon Amundson, Interim City Manager

STATE OF WASHINGTON)
 : SS
COUNTY OF BENTON)

On this 9th day of August, 2021, before me, the undersigned Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared **Jon Amundson**, Interim Richland City Manager, to me known to be authorized and who executed the within and foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed, for the use and purposes therein mentioned, and on oath stated that he is authorized to execute the said instrument.

IN WITNESS WHEREOF, my hand and official seal hereon affixed the day and year above written.

[Signature]
Sign Name

Notary Public in and for the State of WA
Residing at Hennepick
My appointment expires 09/29/2021

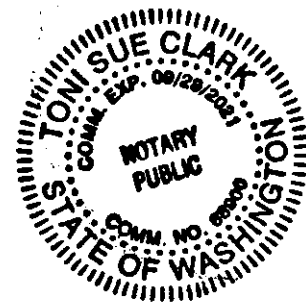
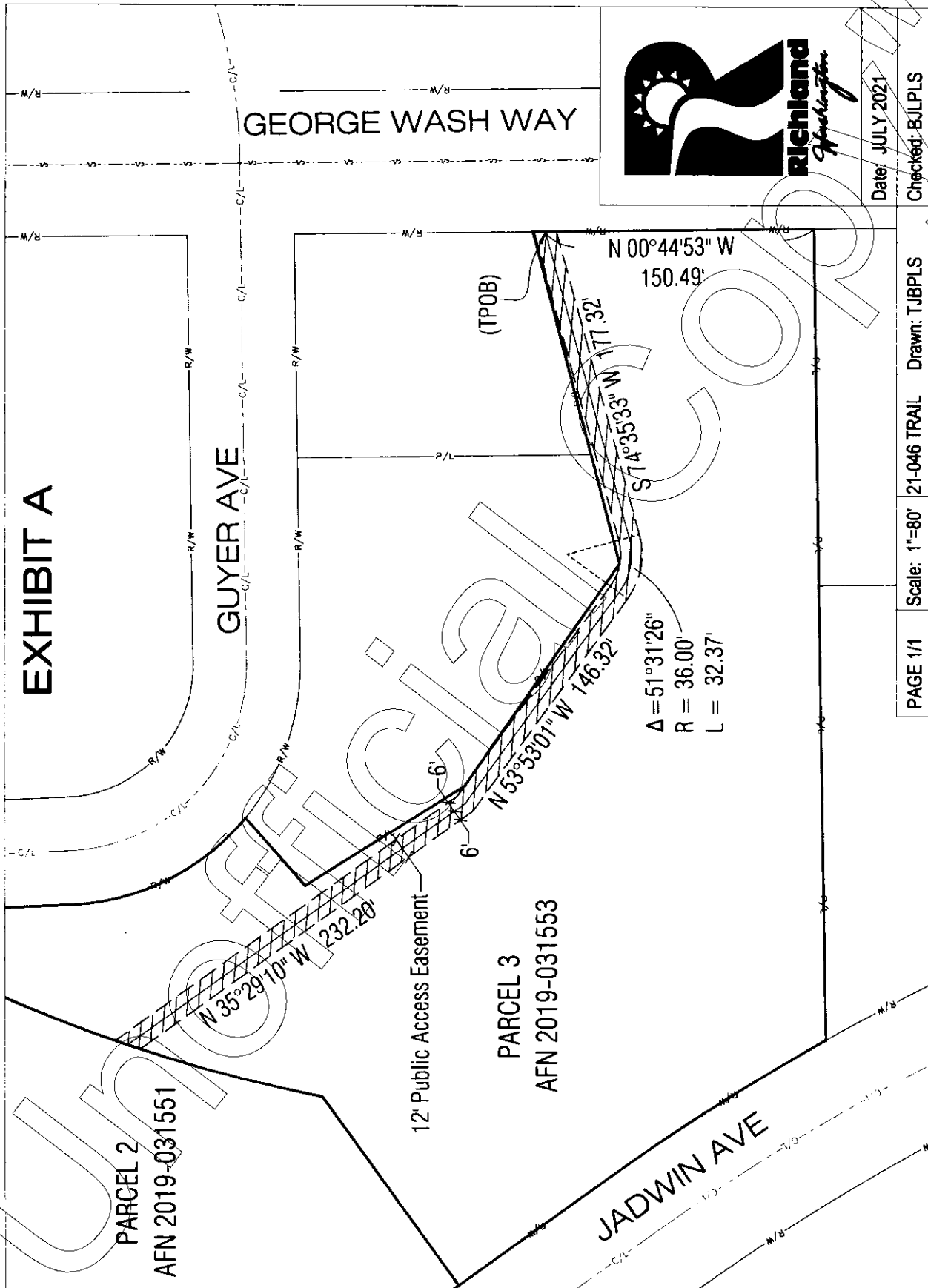


EXHIBIT A



MARJORIE SUTCH CREEK RESTORATION

RICHLAND, WASHINGTON

OWNER

PARAGON HOSPITALITY GROUP
1100 JADWIN AVE.
RICHLAND, WA. 99352
CONTACT: JOHN CROOK
PHONE: (509) 943-0500
EMAIL: JCROOK@STAYPARAGON.COM

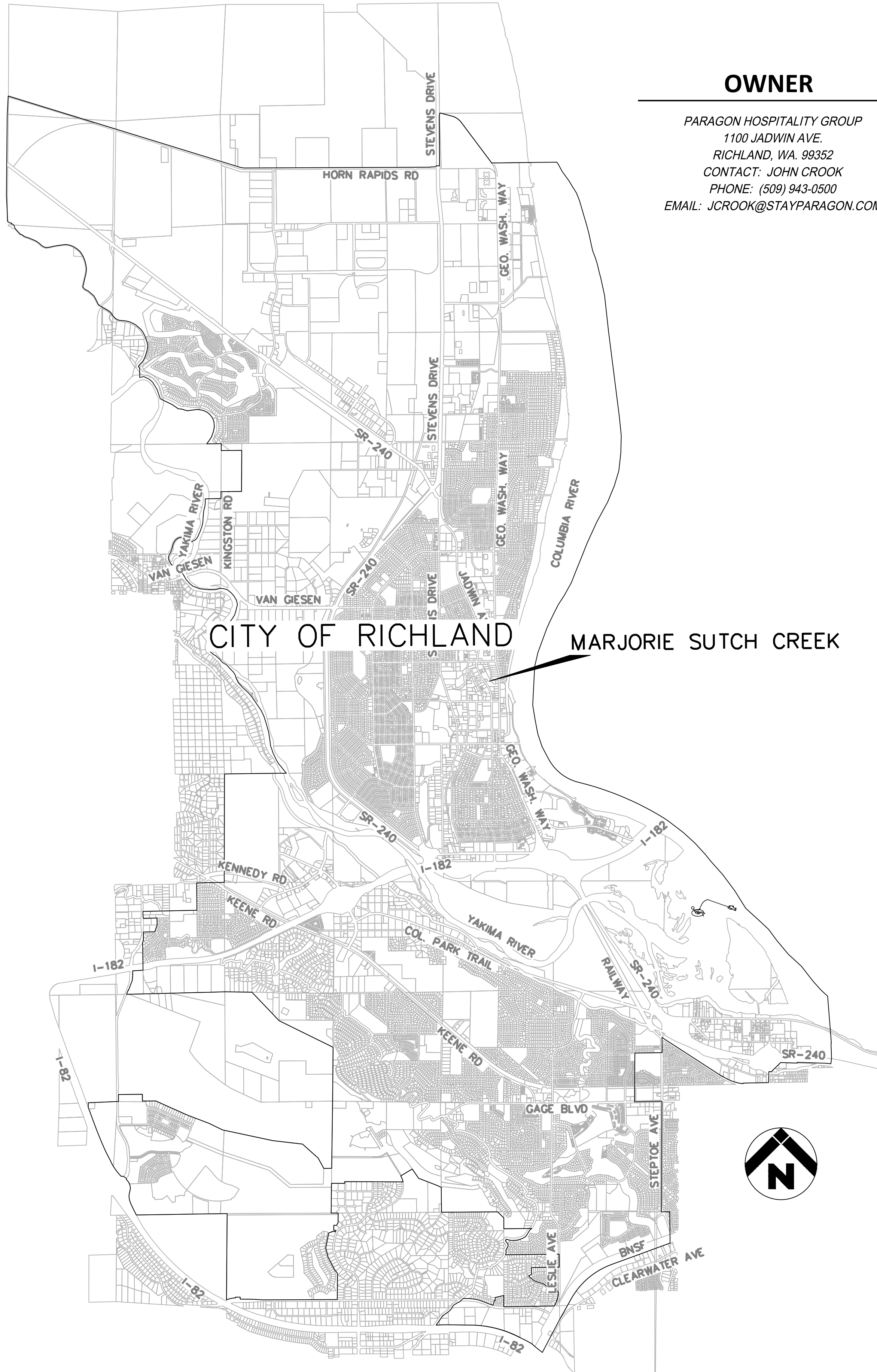
LANDSCAPE ARCHITECT



1110 OSPREY POINTE AVE, SUITE 105
PASCO, WA 99301
PHONE (509) 374-4248
www.mackaysposito.com
CONTACT: BRYAN COLE
EMAIL: bcole@mackaysposito.com

SHEET INDEX

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2	L1.00	VEGETATION REMOVAL & EROSION CONTROL PLAN
3	L2.00	IRRIGATION PLAN
4	L2.01	IRRIGATION PLAN
5	L3.00	PLANTING PLAN
6	L3.01	PLANTING DETAILS



DEMOLITION AND EROSION CONTROL NOTES

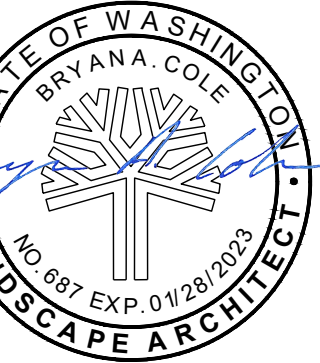
1. INSTALL EROSION CONTROL PRODUCTS COIR MAT 40, MINIMUM .35 INCH THICKNESS AND 11.8 OZ/YD², WITH 80% MINIMUM UV STABILITY AT 500 HOURS AND 4-6 YEAR LIFETIME OR APPROVED EQUAL ON SLOPED AREAS INDICATED ON SHEET L1.00 VEGETATION REMOVAL & EROSION CONTROL PLAN PER DETAIL 5, SHEET L3.01 AND MANUFACTURER SPECIFICATIONS.
2. INSTALL EROSION CONTROL PRODUCTS 12" STRAW WATTLE, 3 LB/LF OF 100% WHEAT STRAW OR APPROVED EQUAL WHERE INDICATED ON SHEET L1.00 VEGETATION REMOVAL AND EROSION CONTROL PLAN, PER SHEET 3, SHEET L3.01 AND MANUFACTURER SPECIFICATIONS.
3. PROTECT ALL EXISTING ASPHALT DURING THE DEMOLITION PROCESS AND REPAIR ANY DAMAGE. REPLACE ANY LENGTH OF EXISTING WALKING PATH THAT IS DAMAGED DURING CONSTRUCTION OPERATIONS.

PLANTING NOTES

1. PLANTING BEDS ARE TO BE SUFFICIENTLY CLEANED OF ALL CONSTRUCTION MATERIALS, INCLUDING IMPORTED ROCK, TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE BEFORE BEGINNING ANY LANDSCAPE WORK.
2. LOCATE ALL PLANTING BEDS IN FIELD. FLAG PLANTING BEDS WITH WHITE FIELD-MARKING CHALK OR APPROVED EQUAL. ALL PLANTING BEDS TO BE ADJUSTED AND APPROVED BY OWNER'S REPRESENTATIVE PRIOR TO PLANT LOCATION.
3. THE OWNER'S REPRESENTATIVE WILL APPROVE INDIVIDUAL PLANT MATERIAL AND LOCATION OF PLANT MATERIAL PRIOR TO INSTALLATION.
4. USE TRIANGULAR SPACING FOR ALL GROUNDCOVER UNLESS NOTED OTHERWISE, SEE DETAIL SHEET L3.1.
5. SHRUBS AND GROUNDCOVER TO BE PLANTED A MINIMUM OF 1/2 OF THEIR O.C. SPACING AWAY FROM PAVING EDGE; UNLESS OTHERWISE NOTED.
6. ALL VEGETATION TO BE WELL ROOTED AND WELL BRANCHED.
7. ALL PLANT MATERIAL SHALL BE NURSERY GROWN & MEET ANSI STANDARDS.
8. QUANTITIES INDICATED ARE FOR THE CONVENIENCE OF THE CONTRACTOR ONLY. INSTALL NUMBER OF PLANTS AS DRAWN. CONTRACTOR RESPONSIBLE FOR INSTALLING PLANTS IN QUANTITIES AND LOCATIONS SHOWN.
9. PROVIDE STANDARD, COMMERCIALY PRODUCED, MEDIUM-COURSE, DARK BROWN, BARK MULCH. BARK SHALL BE GROUND FIR OR HEMLOCK BARK OF UNIFORM COLOR, FREE FROM WEEDS, SEED, SAWDUST, AND SPLINTERS AND SHALL NOT CONTAIN RESIN, TANNIN, OR OTHER COMPOUNDS DETRIMENTAL TO PLANT LIFE. ALL MATERIAL SHALL PASS A 1-INCH MESH SCREEN AND APPLIED AT DEPTHS INDICATED ON DRAWINGS AND SPECIFICATIONS.
10. PROVIDE SLOW-RELEASE FERTILIZER TABLETS 20-10-5 SLOW RELEASE PLANT TABLETS, 10 GRAM SIZE. AGRIFORM OR APPROVED EQUAL DURING BACKFILL AT THE FOLLOWING RATES: LOCATE PLANT TABLETS 1 INCH FROM ROOTS AND AT MID-DEPTH. SPACE EVENLY AROUND THE PLANT.
 1 GALLON SHRUB = 1 TABLET
 TREE = 3 TABLETS
11. PLACE SHREDDED BARK MULCH 2" INCHES DEEP IN ALL PLANTING BEDS. RAKE SMOOTH. MULCH SHALL BE PULLED AWAY FROM CROWNS OF SHRUBS AND GROUNDCOVER PLANTS. MULCH SHALL BE FLUSH WITH ADJACENT CURBS AND PAVING. TAPER MULCH THICKNESS FROM FULL 2"-INCHES DEPTH TO 1"-INCH DEPTH OVER A 12-INCH HORIZONTAL RUN AT PAVING EDGES SO MULCH WILL BE FLUSH WITH ADJACENT CURBS AND PAVING.

IRRIGATION NOTES

1. THE CONTRACTOR SHALL INSPECT THE SITE AND VERIFY CONDITIONS AND DIMENSIONS PRIOR TO CONSTRUCTION. NOTIFY OWNER'S REPRESENTATIVE IMMEDIATELY OF ANY DISCREPANCIES AFFECTING SYSTEM PERFORMANCE PRIOR TO BEGINNING WORK.
2. INSTALL IRRIGATION SYSTEM IN ACCORDANCE WITH ALL APPLICABLE CODES AND ORDINANCES.
3. LAYOUT OF THE SYSTEM AS SHOWN ON DRAWINGS IS DIAGRAMMATIC. IRRIGATION LINES SHOWN WITHIN PAVED AREAS ARE FOR GRAPHIC CLARITY ONLY. IRRIGATION HEADS AND PIPES ARE TO BE PLACED WITHIN LANDSCAPED AREAS WITH THEIR LOCATIONS MODIFIED AS REQUIRED TO AVOID PLANT MATERIALS, UTILITIES AND OTHER OBSTRUCTIONS. PLACE LINES IN COMMON TRENCHES WHERE POSSIBLE.
4. COORDINATE ALL IRRIGATION WORK WITH OTHER TRADES INVOLVED.
5. ALL VALVE BOXES WILL BE PLACED IN A MANNER WHICH FACILITATES ACCESS FOR MAINTENANCE. LOCATE VALVE BOXES IN SHRUB AND GROUND COVER BEDS WHEREVER POSSIBLE. SIZE BOXES TO ACCOMMODATE COMPLETE VALVE ASSEMBLY.
6. ALL COMPONENTS OF IRRIGATION SYSTEM SHALL BE INSTALLED AND ADJUSTED TO PROVIDE ADEQUATE COVERAGE AND ELIMINATE OVERSPRAY ONTO BUILDINGS, ROADS, AND PATHS. CONTRACTOR IS RESPONSIBLE FOR PROVIDING A COMPLETE WORKING SYSTEM.
7. CONTRACTOR SHALL CONFIRM P.S.I. AT THE P.O.C. PRIOR TO COMMENCING WORK. NOTIFY OWNER'S REPRESENTATIVE IMMEDIATELY IF ACTUAL FIELD DATA CONFIRMS STATIC PRESSURE OF LESS THAN 57 PSI.
8. THIS SYSTEM REQUIRES A MINIMUM STATIC PRESSURE OF 57 P.S.I. AT A MAXIMUM FLOW OF 35 GPM AT POINT-OF-CONNECTION. ZONES ARE BASED ON THIS DATA AND DATA SHOWN IN IRRIGATION LEGEND. NOTIFY THE OWNERS REPRESENTATIVE PRIOR TO COMMENCING WORK IF ACTUAL FIELD DATA DIFFERS FROM THIS INFORMATION.
9. IRRIGATION LATERALS ARE SIZED AT VALVE AND CONTINUING IN DIRECTION OF FLOW. REDUCTIONS IN PIPE SIZE ARE LABELED BEGINNING DOWNSTREAM OF NEAREST FITTING. ALL LATERALS ARE MINIMUM 1" OR SAME SIZE AS NEAREST UPSTREAM PIPE.
10. ALL MAIN LINE AND LATERAL PIPES WILL BE BURIED AT A MINIMUM DEPTH OF 10 INCHES. DISTRIBUTION TUBING WILL BE INSTALLED ON GRADE AND FULLY COVERED BY SHREDDED BARK MULCH.



1100 JADWIN AVE. RICHLAND, WASHINGTON

COVER STORY

VISIONS:

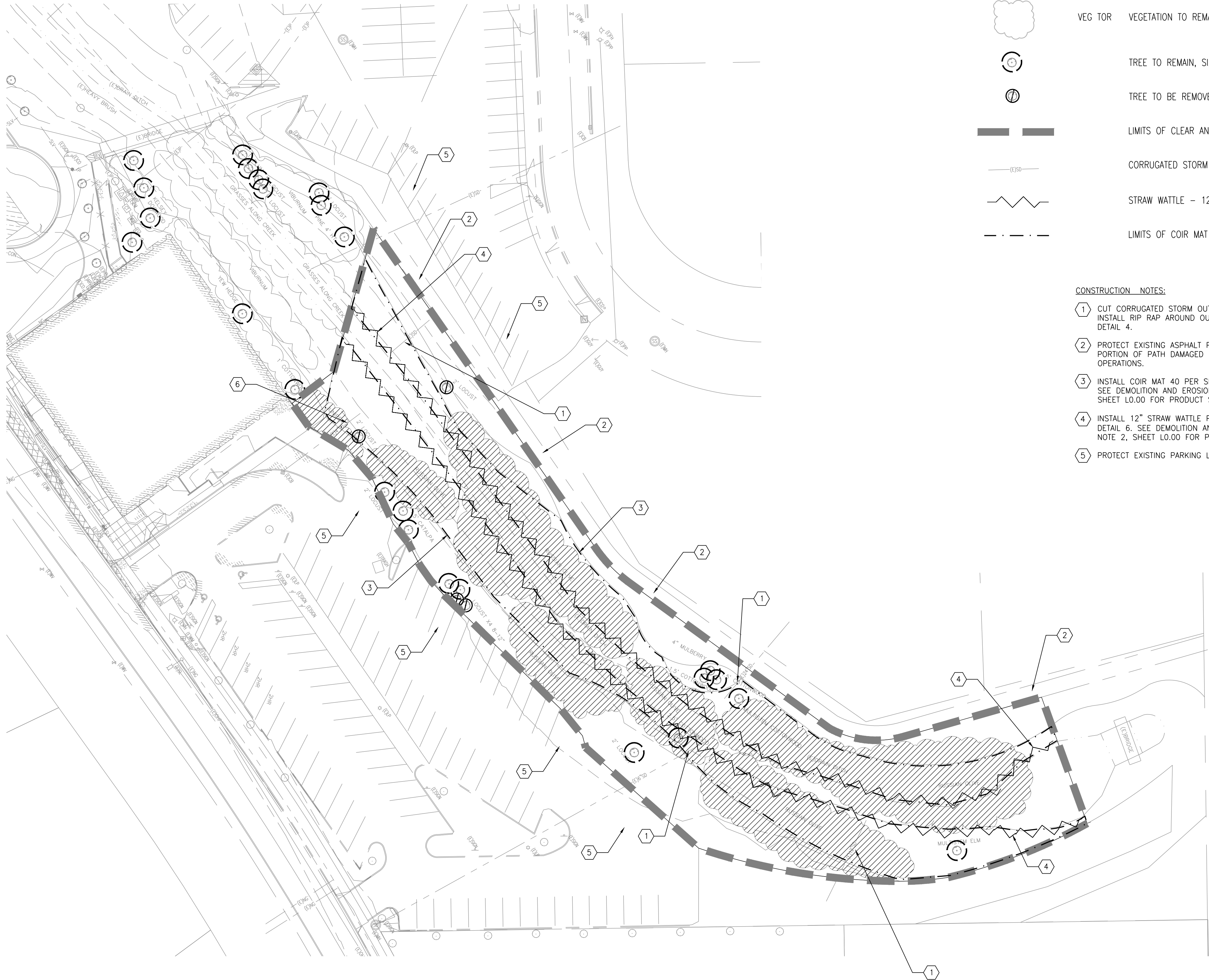
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SIGNED BY:	NK
DRAWN BY:	NK
CHECKED BY:	BC

ID DOCUMENTS

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1 OF 6

FILE: K:\17704 MAJORIE SUTCH CREEK RESTORATION\500 DESIGN\502 DRAWINGS\502 SHEETS\DEMOLITION EROSION PLAN.DWG

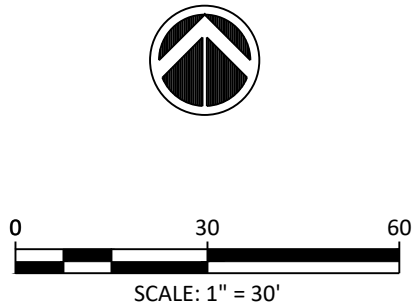


DEMOLITION SCHEDULE

GROUND COVERS	CODE	BOTANICAL / COMMON NAME	QTY
	VEG NMS	VEGETATION TO BE REMOVED RUSSIAN OLIVE / REMOVE ALL UNDER 6 INCH CAL	21,651 SF
	VEG TOR	VEGETATION TO REMAIN PROTECT PREVIOUS WORK	8,612 SF
		TREE TO REMAIN, SIZE AND SPECIES AS NOTED	
		TREE TO BE REMOVED, SIZE AND SPECIES AS NOTED	
		LIMITS OF CLEAR AND GRUB, CONSISTS OF LIGHT BRUSH AND GRASSES	43,030 SF
		CORRUGATED STORM OUTFALL, CUT AT BANK AND ARMOR WITH RIP RAP SEE SHEET L3.01 DETAIL 4	
		STRAW WATTLE - 12" SEE SHEET L3.01 DETAIL 3	1,030 LF
		LIMITS OF COIR MAT 40 SEE SHEET L3.01 DETAIL 5	17,560 SF

CONSTRUCTION NOTES:

- 1 CUT CORRUGATED STORM OUTFALL BACK TO BANK. INSTALL RIP RAP AROUND OUTFALL PER SHEET L3.01, DETAIL 4.
- 2 PROTECT EXISTING ASPHALT PATH, REPLACE ANY PORTION OF PATH DAMAGED BY CONSTRUCTION OPERATIONS.
- 3 INSTALL COIR MAT 40 PER SHEET L3.02, DETAIL 1. SEE DEMOLITION AND EROSION CONTROL NOTE 1, SHEET L0.00 FOR PRODUCT SPECIFICATIONS.
- 4 INSTALL 12" STRAW WATTLE PER SHEET L3.01, DETAIL 6. SEE DEMOLITION AND EROSION CONTROL NOTE 2, SHEET L0.00 FOR PRODUCT SPECIFICATIONS.
- 5 PROTECT EXISTING PARKING LOT.



MARJORIE SUTCH CREEK RESTORATION
1100 JADWIN AVE. RICHLAND, WASHINGTON

VEGETATION REMOVAL & EROSION
CONTROL PLAN

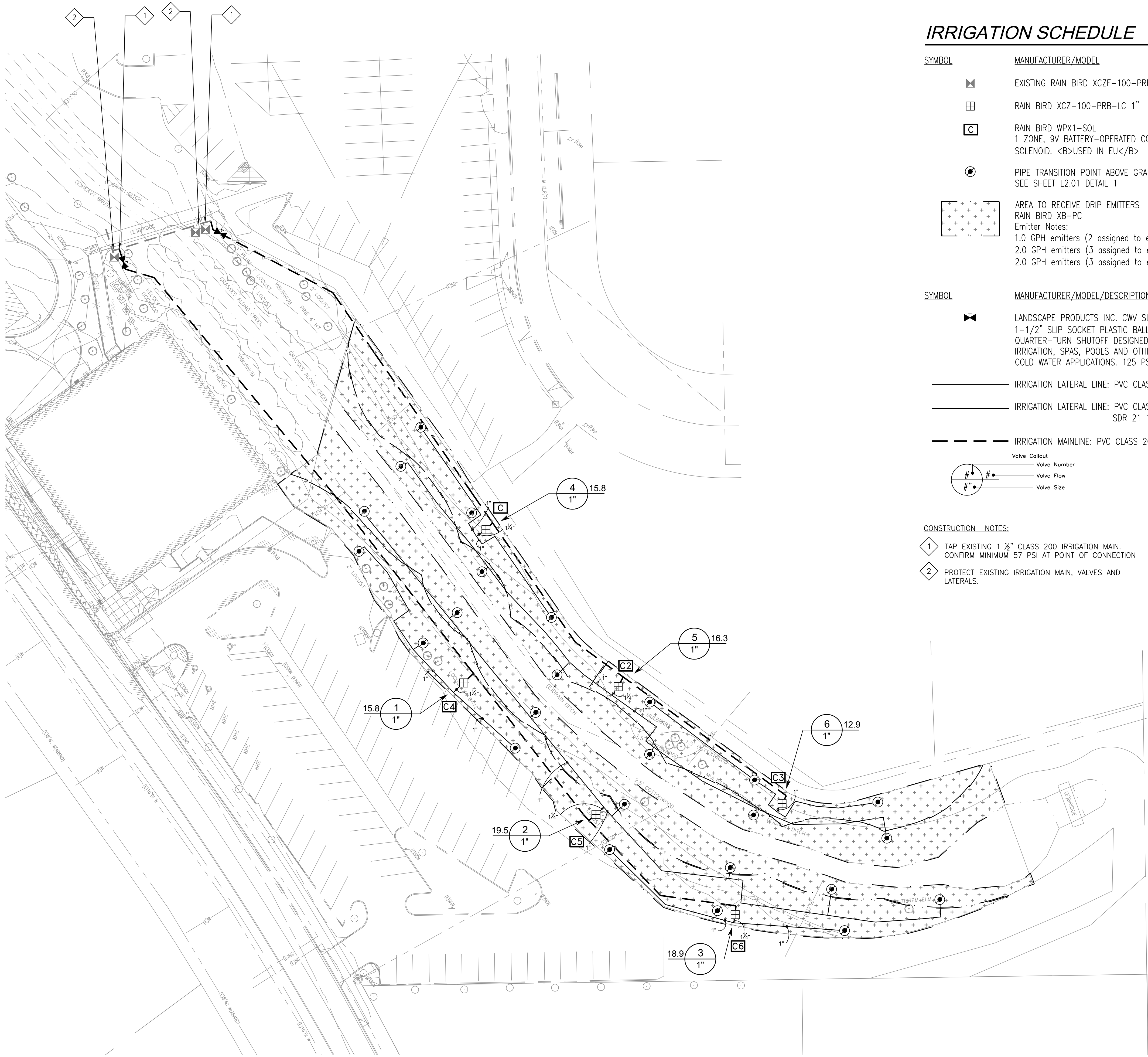
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CHECKED BY:	BC

BID DOCUMENTS

L1.00



FILE: K:\17704 MAJORIE SUTCH CREEK RESTORATION\500 DESIGN\502 DRAWINGS\502 SHEETS\IRRIGATION PLAN.DWG



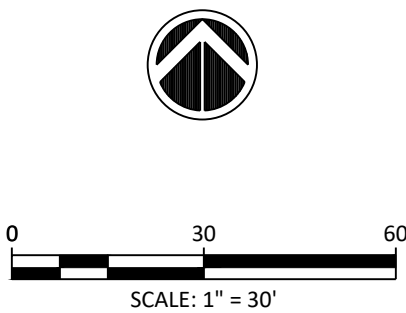
IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL	QTY
	EXISTING RAIN BIRD XCZF-100-PRF 1"	3
	RAIN BIRD XCZ-100-PRB-LC 1"	6
	RAIN BIRD WPX1-SOL 1 ZONE, 9V BATTERY-OPERATED CONTROLLER WITH SOLENOID. USED IN EU	6
	PIPE TRANSITION POINT ABOVE GRADE SEE SHEET L2.01 DETAIL 1	25
	AREA TO RECEIVE DRIP EMITTERS RAIN BIRD XB-PC	36,048 S.F.
Emitter Notes:		
1.0 GPH emitters (2 assigned to each 1 GAL. plant)		4,822
2.0 GPH emitters (3 assigned to each 1.5" CAL. plant)		75
2.0 GPH emitters (3 assigned to each 3-4' Ht. plant)		9

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	LANDSCAPE PRODUCTS INC. CWV SLIP SOCKET 1-1/2" SLIP SOCKET PLASTIC BALL VALVE. QUARTER-TURN SHUTOFF DESIGNED FOR IRRIGATION, SPAS, POOLS AND OTHER GENERAL COLD WATER APPLICATIONS. 125 PSI RATING.	2
	IRRIGATION LATERAL LINE: PVC CLASS 200 SDR 21 1"	1,566 L.F.
	IRRIGATION LATERAL LINE: PVC CLASS 200 SDR 21 1 1/4"	32.0 L.F.
	IRRIGATION MAINLINE: PVC CLASS 200 SDR 21 1 1/2"	1,064 L.F.
	Valve Callout Valve Number Valve Flow Valve Size	

CONSTRUCTION NOTES:

- 1 TAP EXISTING 1 1/2" CLASS 200 IRRIGATION MAIN.
CONFIRM MINIMUM 57 PSI AT POINT OF CONNECTION
- 2 PROTECT EXISTING IRRIGATION MAIN, VALVES AND
LATERALS.



MAJORIE SUTCH CREEK RESTORATION
1100 JADWIN AVE. RICHLAND, WASHINGTON

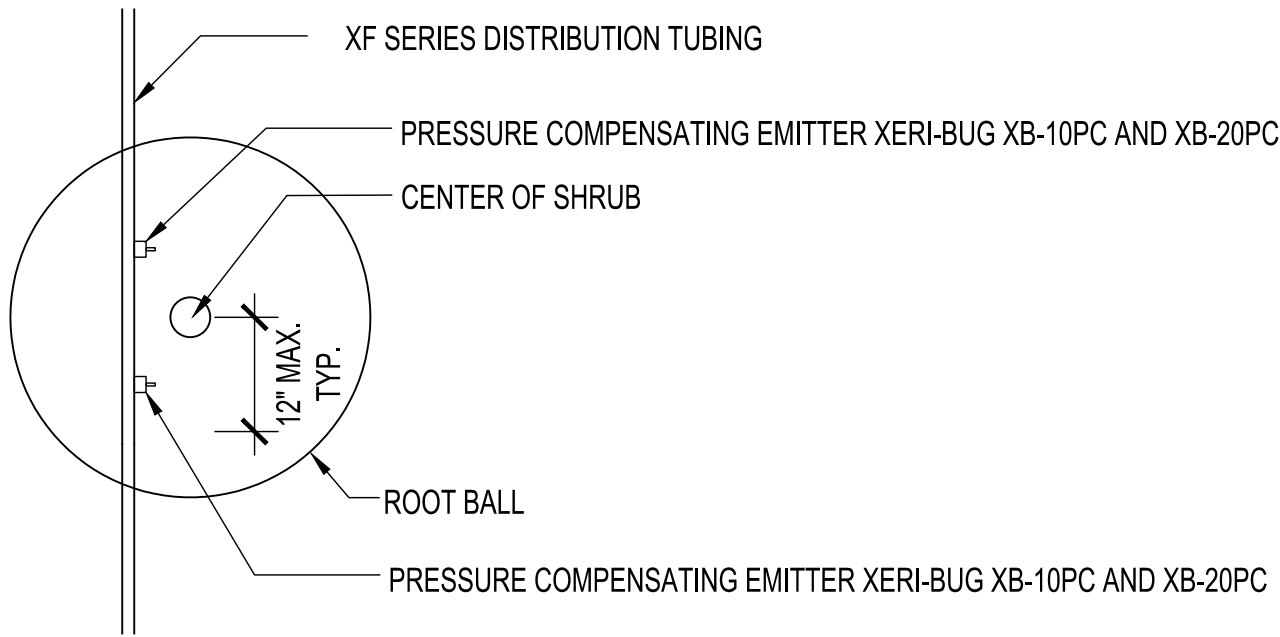
IRRIGATION PLAN

REVISIONS:	
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SCALE:	1" = 30'
DESIGNED BY:	NK
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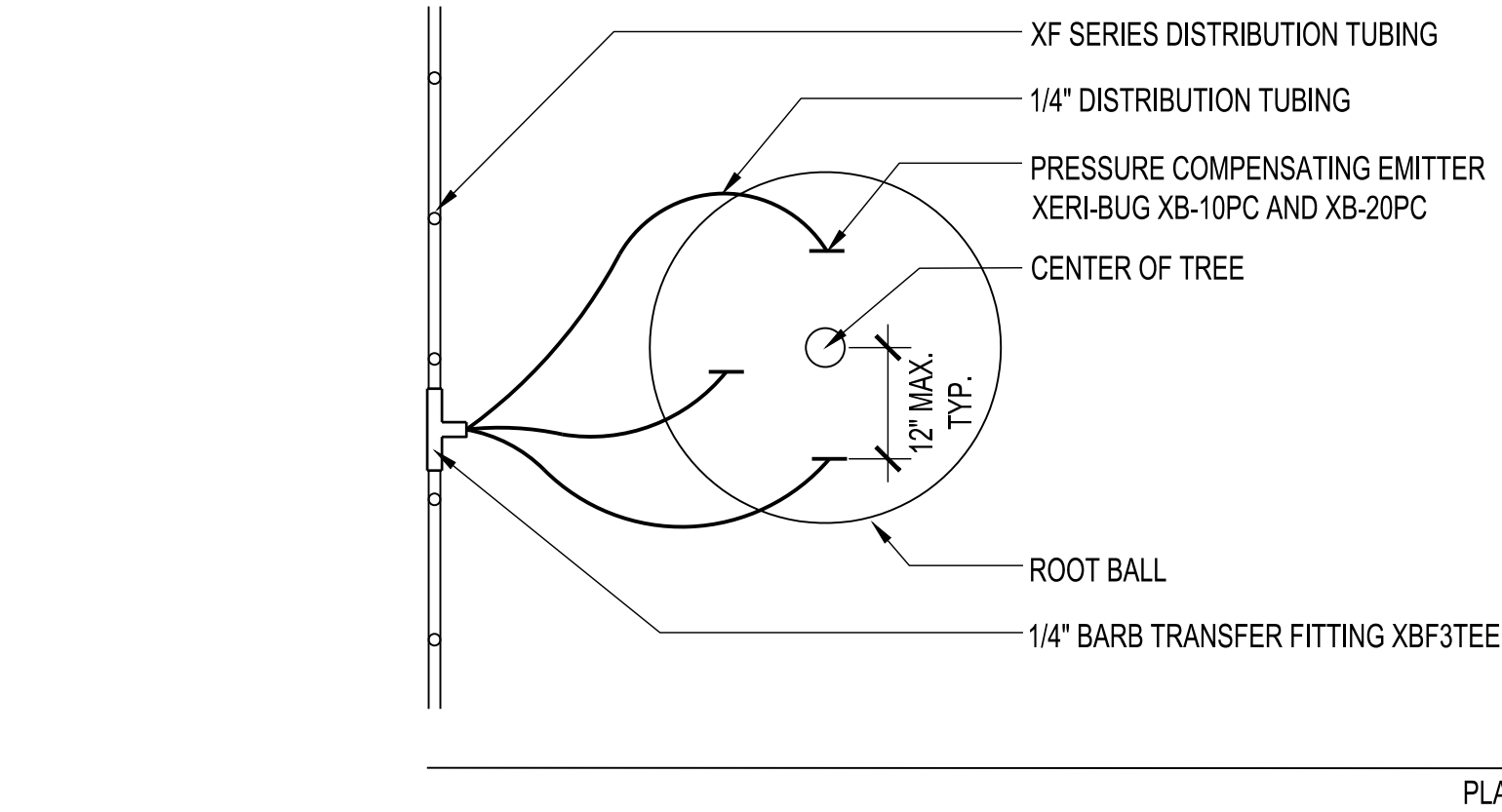
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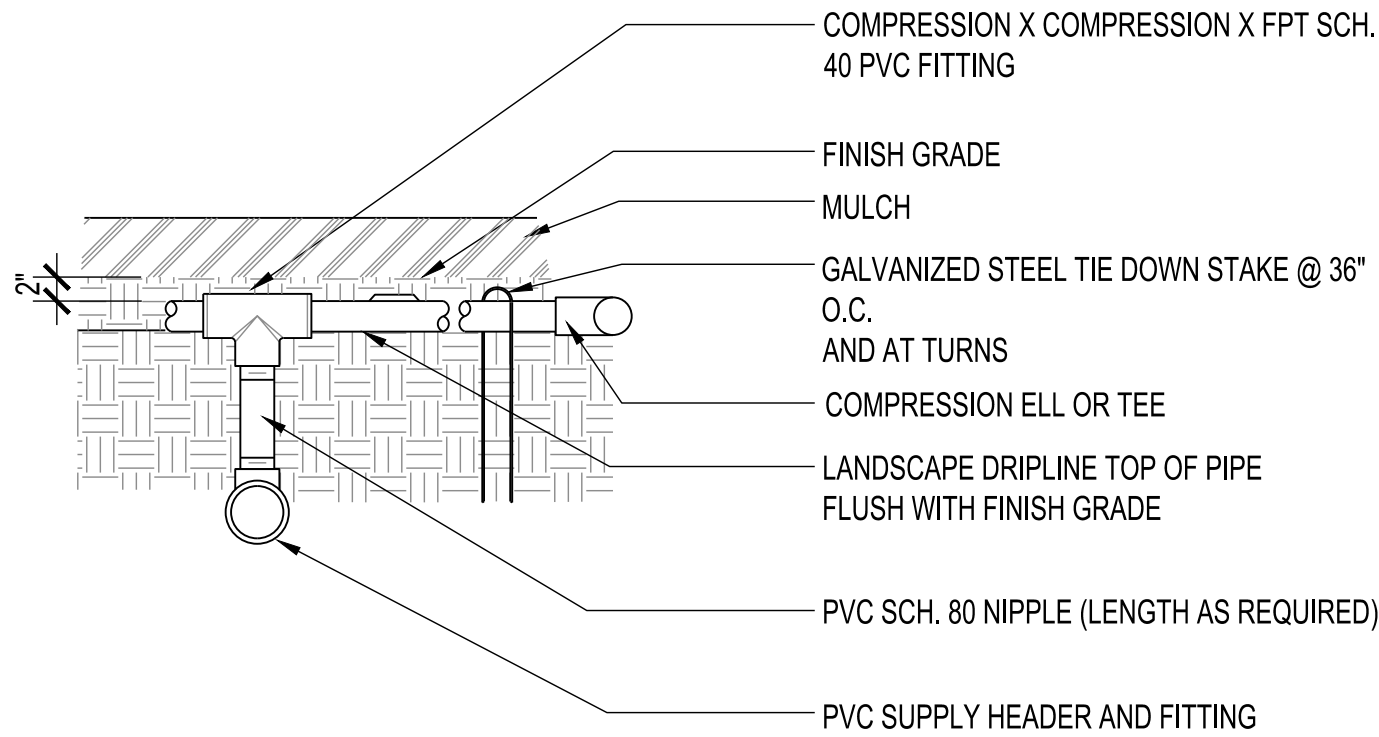




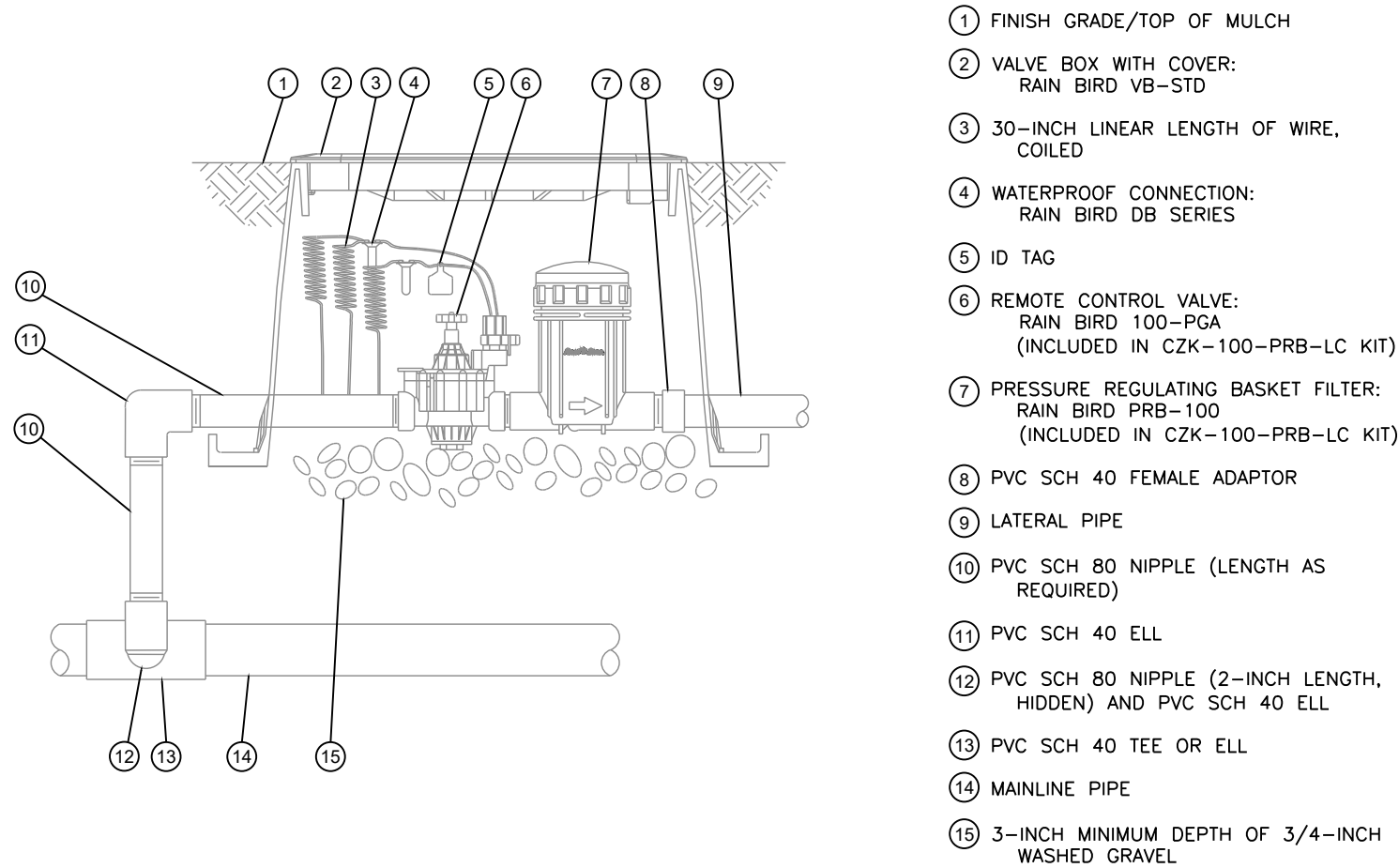
5 SHRUB DRIP EMITTER
Scale 3/4" = 1'-0



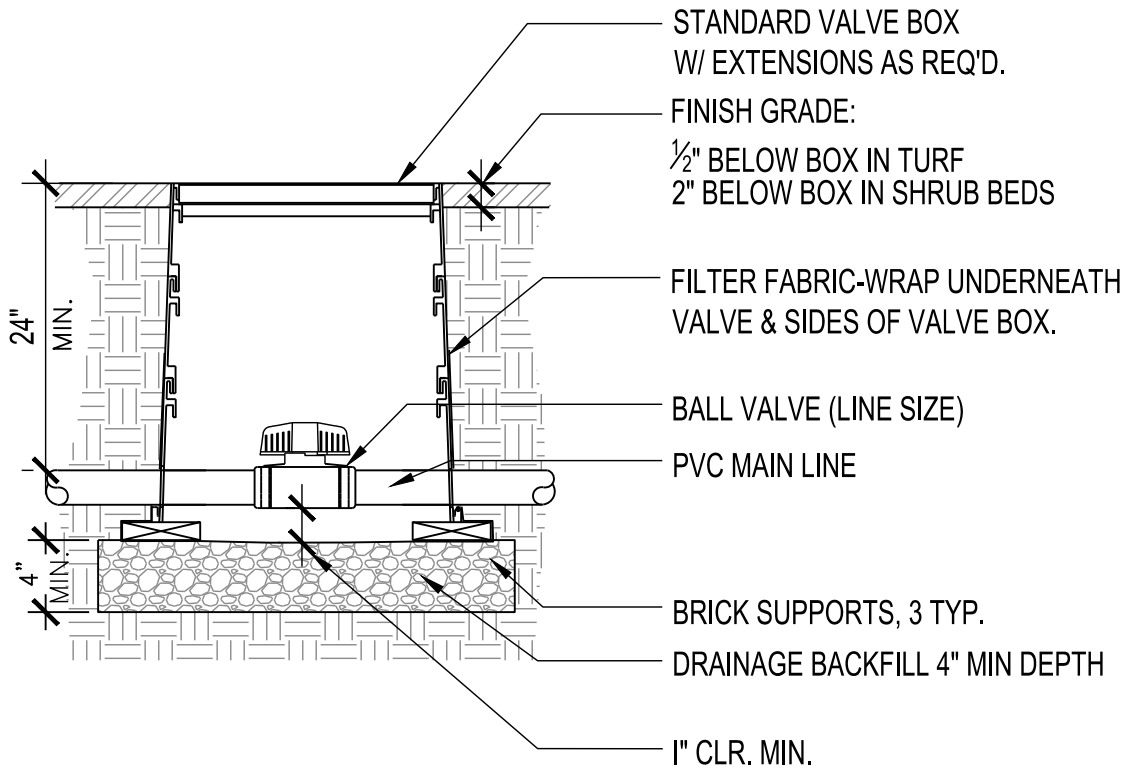
4 TREE DRIP EMITTER
Scale 3/4" = 1'-0



3 XF SETIES DISTRIBUTION TUBING
Scale 3/4" = 1'-0

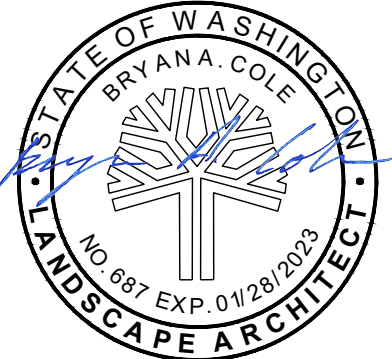


2 WIDE FLOW DRIP CONTROL VALVE XCZ-100-PRB-LC
Scale NOT TO SCALE

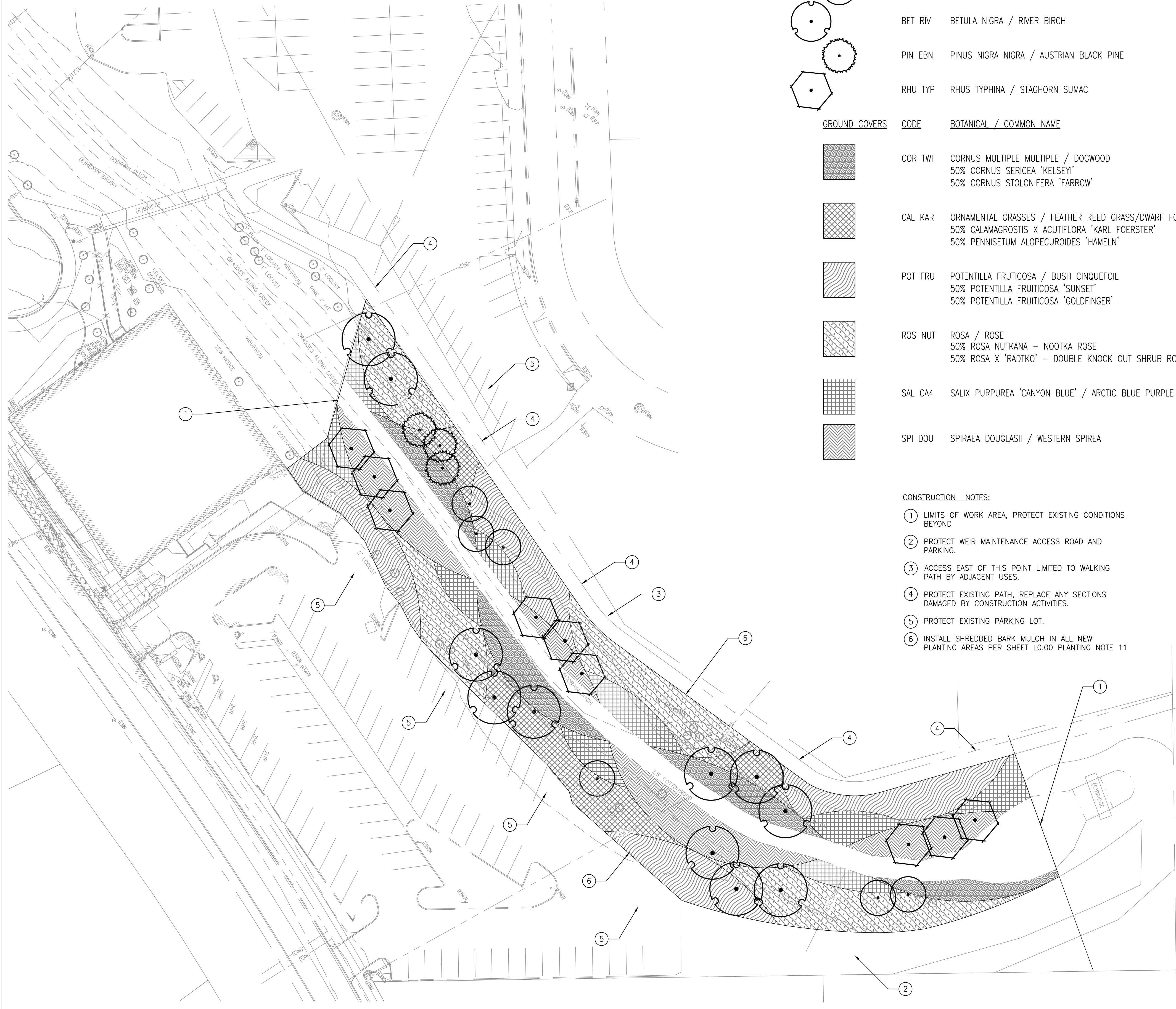


1 PLASTIC ISOLATION VALVE
Scale 3/4" = 1'-0

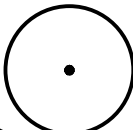
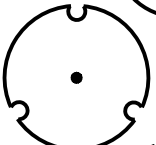
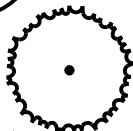
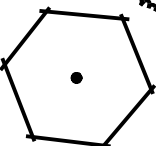
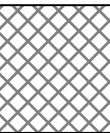
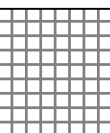
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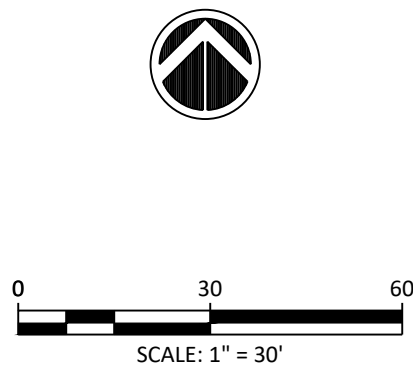


PLANT SCHEDULE

TREES	CODE	BOTANICAL / COMMON NAME	SIZE	CONTAINER	QTY	
	AME SER	AMELANCHIER ALNIFOLIA / SERVICEBERRY	3/4" – 1" CAL	B&B	6	
	BET RIV	BETULA NIGRA / RIVER BIRCH	3/4" – 1" CAL	B&B	11	
	PIN EBN	PINUS NIGRA NIGRA / AUSTRIAN BLACK PINE	2–3' HT	B&B	3	
	RHU TYP	RHUS TYPHINA / STAGHORN SUMAC	3/4" – 1" CAL	B&B	9	
GROUND COVERS	CODE	BOTANICAL / COMMON NAME	SIZE	CONTAINER	SPACING	QTY
	COR TWI	CORNUS MULTIPLE MULTIPLE / DOGWOOD 50% CORNUS SERICEA 'KELSEY' 50% CORNUS STOLONIFERA 'FARROW'	1 GAL.	POT	48" o.c.	4,334 SF
	CAL KAR	ORNAMENTAL GRASSES / FEATHER REED GRASS/DWARF FOUNTAIN GRASS 50% CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER' 50% PENNISETUM ALOPECUROIDES 'HAELN'	1 GAL.	POT	36" o.c.	3,939 SF
	POT FRU	POTENTILLA FRUTICOSA / BUSH CINQUEFOIL 50% POTENTILLA FRUTICOSA 'SUNSET' 50% POTENTILLA FRUTICOSA 'GOLDFINGER'	1 GAL.	POT	48" o.c.	7,653 SF
	ROS NUT	ROSA / ROSE 50% ROSA NUTKANA – NOOTKA ROSE 50% ROSA X 'RADTKO' – DOUBLE KNOCK OUT SHRUB ROSE	1 GAL.	POT	48" o.c.	9,035 SF
	SAL CA4	SALIX PURPUREA 'CANYON BLUE' / ARCTIC BLUE PURPLE OSIER WILLOW	1 GAL.	POT	60" o.c.	5,012 SF
	SPI DOU	SPIRAEA DOUGLASII / WESTERN SPIREA	1 GAL.	POT	48" o.c.	5,653 SF

CONSTRUCTION NOTES:

- 1 LIMITS OF WORK AREA, PROTECT EXISTING CONDITIONS BEYOND
- 2 PROTECT WEIR MAINTENANCE ACCESS ROAD AND PARKING.
- 3 ACCESS EAST OF THIS POINT LIMITED TO WALKING PATH BY ADJACENT USES.
- 4 PROTECT EXISTING PATH, REPLACE ANY SECTIONS DAMAGED BY CONSTRUCTION ACTIVITIES.
- 5 PROTECT EXISTING PARKING LOT.
- 6 INSTALL SHREDDED BARK MULCH IN ALL NEW PLANTING AREAS PER SHEET L0.00 PLANTING NOTE 11



MAJORIE SUTCH CREEK RESTORATION
1100 JADWIN AVE. RICHLAND, WASHINGTON

PLANTING PLAN

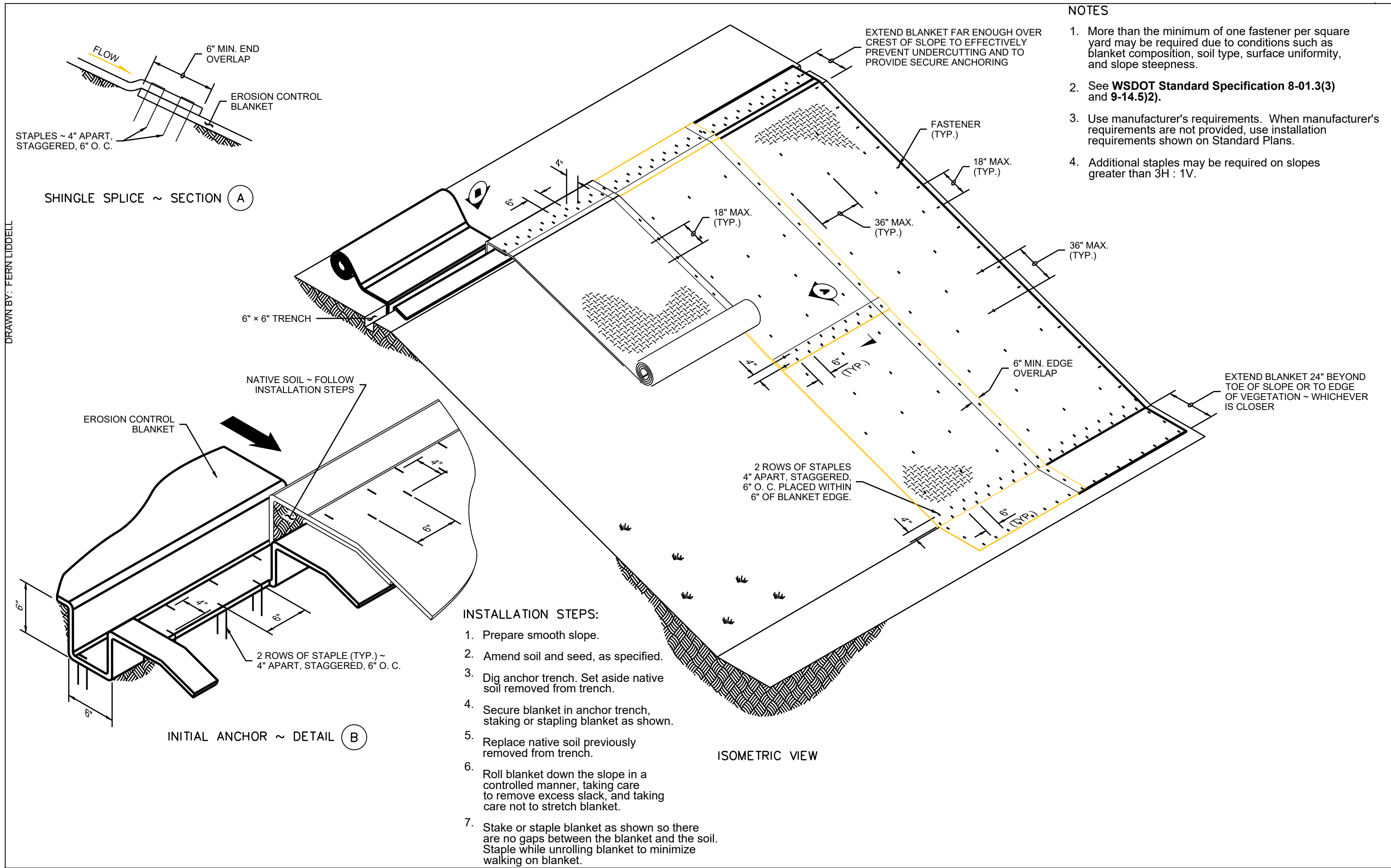


MacKay Sposito
ENERGY PUBLIC WORKS LAND DEVELOPMENT
www.mackaysposito.com

REVISIONS:	
JOB NO.:	17704
DATE:	08/17/2021
SCALE:	1" = 30'
DESIGNED BY:	NK
DRAWN BY:	NK
CHECKED BY:	BC

BID DOCUMENTS

L3.00

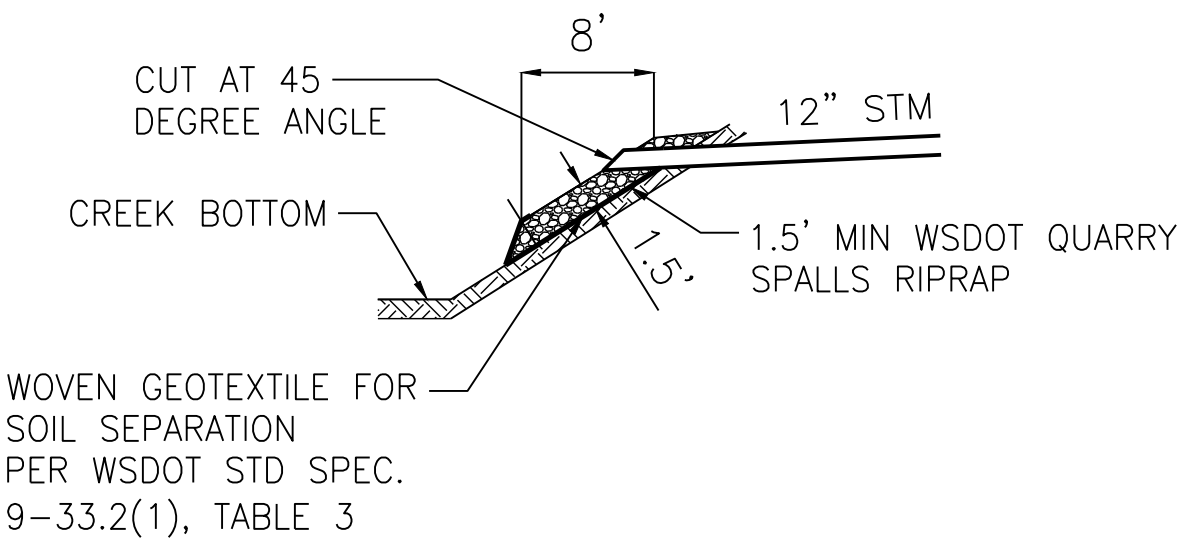


5 COIR MAT 40 INSTALLATION

NOT TO SCALE

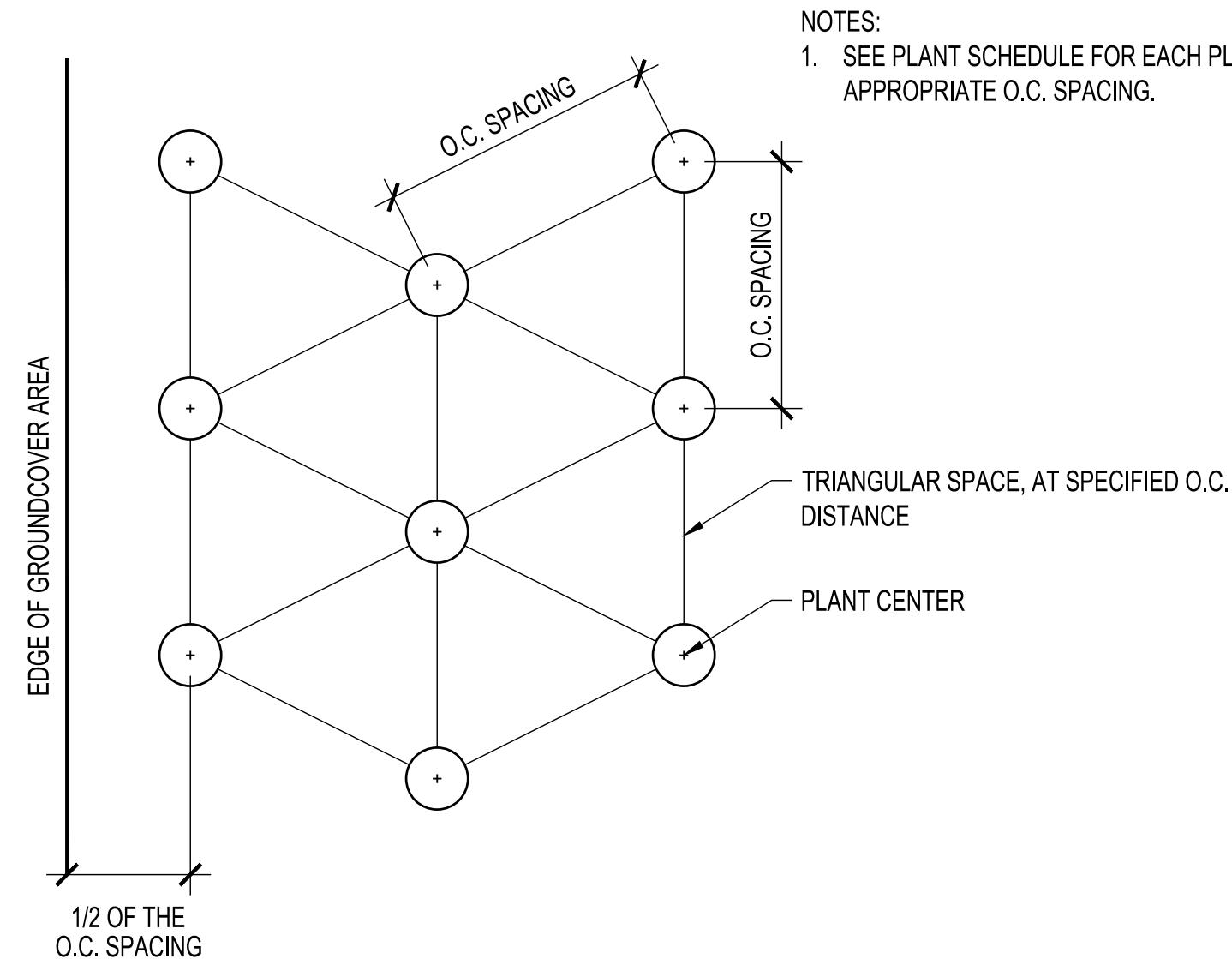
4 RIPRAP STORM OUTFALL

Scale 1" = 10'-0



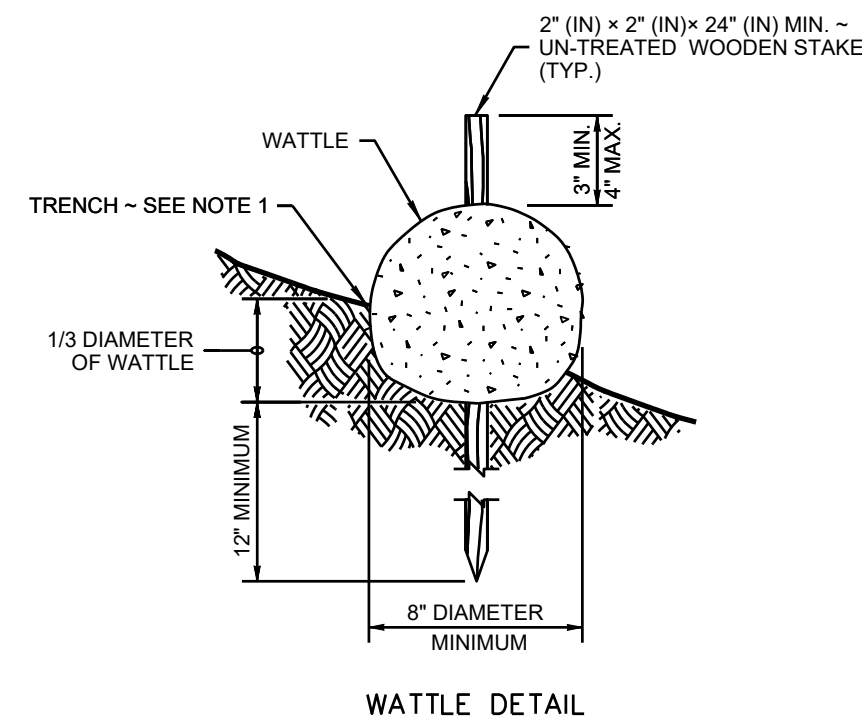
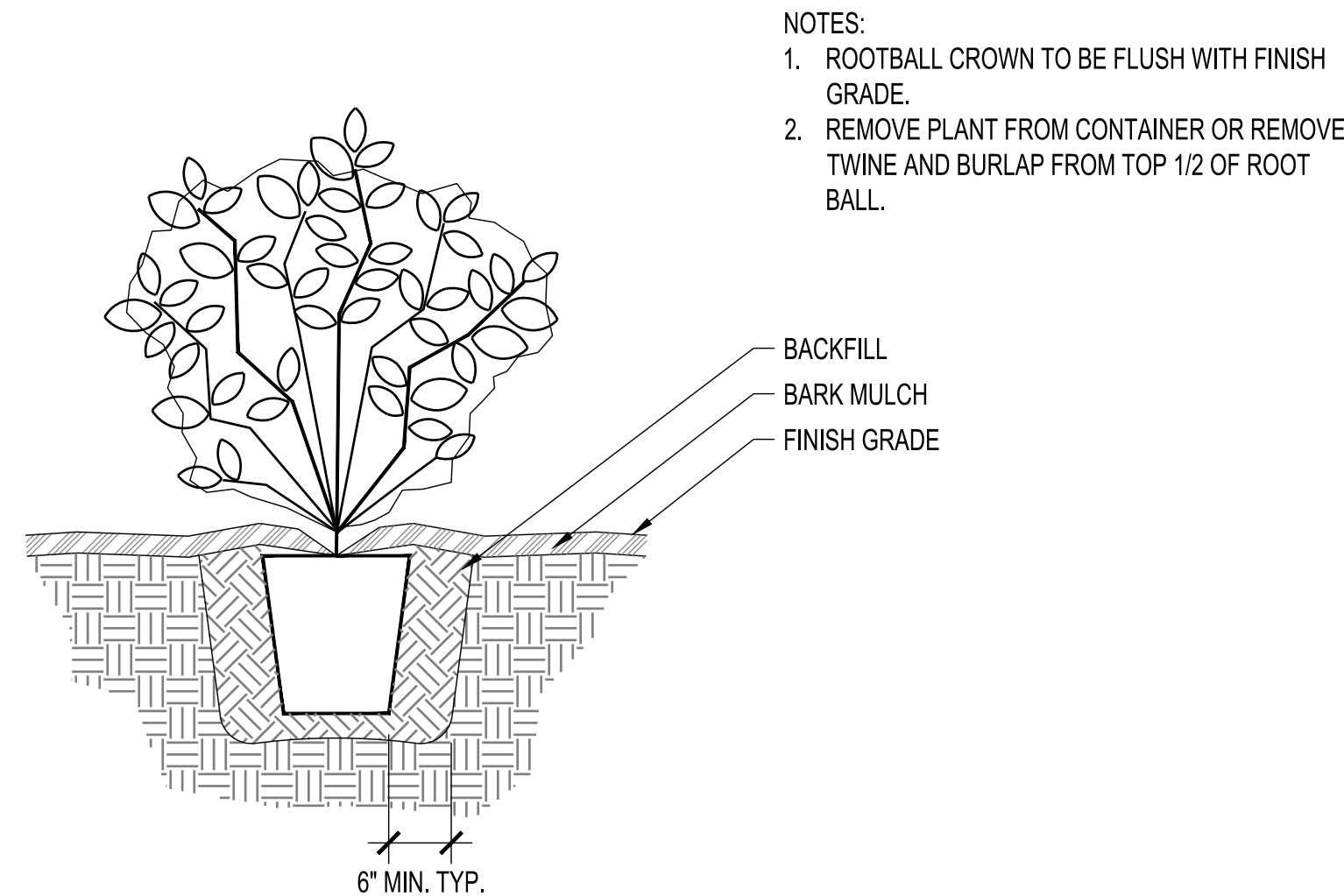
1 GROUNDCOVER SPACING

Scale N.T.S



2 SHRUB/TREE PLANTING

Scale 3/4" = 1'-0



3 STRAW WATTLE INSTALLATION

NOT TO SCALE



PARKS AND RECREATION COMMISSION WORKSHOP AGENDA ITEM COVERSHEET

Meeting Date: 1/13/2022

Agenda Category: New Business

Prepared By: Joe Schiessl, Parks & Public Facilities Director

Subject:

Property Encroachment at Claybell Park and Owner Request to Purchase

Department:

Parks & Public Facilities

Recommended Motion:

Move to recommend that the Richland City Council surplus 1,348 square feet of Claybell Park representing an existing fence encroachment from 341 Gleneagles Court.

Summary:

The City purchased property from Duane Smith in 2008 as part of the Amon Basin Natural Preserve located adjacent to Claybell Park. At the time of purchase, a small fence encroachment existed, and was known, on the Smith property originating from 341 Gleneagles Court. The owner of 341 Gleneagles Court desires to purchase the encroachment area of approximately 1,348 square feet from the City at market value through the City's process identified in RMC 3.06, Sale or Lease of City Real Property. Per the Richland Municipal Code the Parks and Recreation Commission, Physical Planning Commission and Economic Development Committee must first make a recommendation to the Richland City Council for their final decision.

The process includes two steps. First, should the property be surplussed? Items C 1-4 in 3.06.010 (attached) must be satisfied for an affirmation of the first question. Second, if the answer to the first question is yes, and the property is declared surplus by the City Council, how will it be sold, leased or otherwise transferred? Items A-B in 3.06.040 must be evaluated to determine the desired process. The choices are a direct negotiation with one party or a public sale or auction available to any buyer. In this case, item 3.06.040 A (direct negotiation) would apply because the adjacent owner has requested to purchase the property, the encroachment does not meet the minimum lot size of the zoning district and could not constitute a legal property, and there is no access to the encroachment site.

The PRC discussed this issue in a workshop in August 2021 in a workshop meeting for informational purposes. At the time, Staff recommended that the applicant discuss the request with the Washington State Department of Transportation, Tapteal Greenway Association, and the Energy Facility Site Evaluation Committee, who each contributed funding to the Amon Basin land acquisition and entered into an agreement with the City regarding the future management of the land. It has been determined that this Smith property acquisition was not part of the agreement between the parties. The item is now ready for a recommendation from the PRC to the City Council regarding surplus of 1,348 square feet of Claybell Park representing an existing fence encroachment from 341 Gleneagles Court.

Fiscal Impact:

If the property is declared surplus it will be sold for market value and the proceeds would be deposited into the Park Reserve Fund.

Attachments:

1. 341 Gleneagles Ct - Encroaching Land Purchase Request

2. RMC 3.06 - Surplus Property

July 30, 2021

Joe Schiessl
City of Richland
Parks and Public Facilities
625 Swift Blvd
Richland, WA 99352

RE: 341 Gleneagles Court - Encroaching Land Purchase Request

Dear Mr. Schiessl:

My name is John Corbin and I own a residence 341 Gleneagles Court in Richland, where my family has lived since 1978. The Benton County Parcel Number is 13698302000200 and the legal description of the property is known as Lot 8, Block 2, Meadow Springs Second Nine Phase, according to the plat thereof recorded in volume 9 of plats, page 6, records of Benton County, Washington.

The backyard of my property presently encroaches upon City property, more specifically known as Benton County Parcel Number 136983050009001, part of Claybell Park and is graphically depicted below from the Benton County Assessor's webpage. You can see the encroachment area clearly from here and this portion of City property is undeveloped.

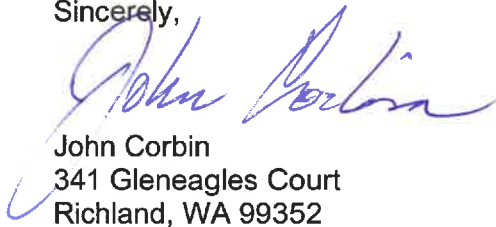


I engaged the design services of Knutzen Engineering to make a small addition to my house and backyard. I've since learned that I can't continue to move forward with my project, due to the required setbacks, which I mistakenly thought were fine due to measuring the distance from my wall which I thought was my property line as opposed to my actual legal property line. We then engaged John Becker, PLS (AHBL) to perform a Record of Survey that graphically depicts the extent of the present encroachment (attached).

To allow me to continue my project of improving my backyard, **I hereby request that the City consider selling me this encroached upon portion of property**, which would give me adequate legal setbacks to keep moving my home improvement project forward. I understand this is a process, that the land would need to be declared surplus and public hearing(s), but I am happy to wait to for the due process of this effort to come to fruition.

Thank you in advance for your assistance in resolving this issue. If you need an exact legal description prepared for the portion I am requesting to purchase I can have my surveyor provide that. My engineer tells me that it's approximately 1,348 sf in total.

Sincerely,



John Corbin
341 Gleneagles Court
Richland, WA 99352

Attachment: AHBL Survey

RECORD OF SURVEY
A PORTION OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 36, TOWNSHIP 9 NORTH, RANGE 28 EAST, W.M.,
BENTON COUNTY, WASHINGTON.

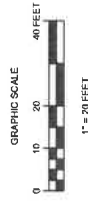
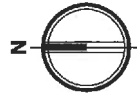
SECTION INDEX
S 36, T 09 N, R 28 E, W4 BENTON COUNTY, WA

LEGAL DESCRIPTION

PER DEED OF TRUST APR 2002-036801
MEADOW SPRINGS SECOND NINE PHASE ONE, BLOCK #2, LOT #1
OF MEADOW SPRINGS SECOND NINE PHASE ONE, BLOCK #2, LOT #1
TO THE PLAT THEREOF RECORDED IN VOLUME 9 OF PLATS, PAGE 6,
RECORDS OF BENTON COUNTY, WASHINGTON

BASIS OF BEARING

HELD A BEARING OF SOUTH 00° 35' 46" WEST FOR THE CENTER LINE OF
GLENEAGLES COURT PER THE PLAT OF MEADOW SPRINGS SECOND NINE
PHASE ONE, BLOCK #2, LOT #1, RECORDED IN VOLUME 9 OF PLATS, PAGE 6,
RECORDS OF BENTON COUNTY, WASHINGTON



LEGEND

- FOUND MONUMENT AS NOTED
- WATER METER
- FOUND PROPERTY CORNER
- DECIDUOUS TREE AS NOTED
- FENCE

BROADMOOR STREET

GLENEAGLES COURT

MEADOW SPRINGS
SECOND NINE
PHASE ONE,
BLOCK #2

PARCEL 136983020002008
341 GLENEAGLES COURT
RICHLAND, WA 99352

CITY OF RICHLAND

SURVEY FOR

C. JOHN CORBIN
341 GLENEAGLES COURT
RICHLAND, WA, 99352

EQUIPMENT USED

3" TOTAL STATION USING STANDARD FIELD
TRAVERSE METHODS FOR CONTROL AND STAKING.

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF _____
20____ AT _____ MINUTES PAST _____ M. RECORDS OF
THE _____ COUNTY AUDITOR, _____ WASHINGTON.
RECORDING NUMBER _____
COUNTY AUDITOR _____
FEE _____
BY _____

SURVEYOR'S CERTIFICATE

I, JOHN W. BECKER, A PROFESSIONAL LAND SURVEYOR IN THE
STATE OF WASHINGTON, HEREBY CERTIFY THAT THIS MAP
CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY
SUPERVISION AND IN ACCORDANCE WITH THE REQUIREMENTS
REQUIREMENTS OF THE SURVEY RECORDING ACT, CHAPTER 58.09
R.C.W. AND 332-130 W.A.C., AT THE REQUEST OF C. JOHN CORBIN.

JOHN W. BECKER, P.L.S. 30480 DATE _____



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JB	2210436

Chapter 3.06

SALE OR LEASE OF CITY REAL PROPERTY

Sections:

[3.06.010 Purpose – Policy – Objectives.](#)

[3.06.020 Authority.](#)

[3.06.030 Declaration of surplus.](#)

[3.06.040 Sale or lease procedures.](#)

[3.06.050 Conveyance procedures.](#)

[3.06.060 Exceptions.](#)

3.06.010 Purpose – Policy – Objectives.

A. Purpose. The purpose of this chapter is to establish policies and procedures regarding the surplusage and the sale or lease of certain real property owned or otherwise controlled by the city.

B. Policy. It shall be the policy of the city to consider sale or lease of real property owned or controlled by the city when such property is determined to be surplus to the needs of the city, and where it is demonstrated to the satisfaction of the city council that sale or lease will best serve the public interest. For purposes of this chapter, the public interest will best be served when a transaction accomplishes one or more of the objectives listed in subsection (C) of this section.

C. Objectives. The purpose and policies of this chapter are intended to accomplish the following basic objectives, which should be achieved in a balanced manner to ensure that none are over-emphasized to the detriment of the others:

1. Stimulate the development of the city's economic base to provide employment opportunities and tax revenues for the city and other local taxing entities;
2. Meet the financial obligations resulting from prior property transactions of the city;
3. Provide capital for economic development purposes, for parkland operations (planning, acquisition, design, construction and maintenance and operation), and such other purposes as the council determines are necessary and appropriate; and
4. Provide a source of general revenue to the city over and above the tax yields from such real property. [Ord. 24-84].

3.06.020 Authority.

Whenever it is determined by the city council that it is in the best interest of the city that real property owned by the city should be sold or leased, the council may authorize the sale or lease and conveyance of such real property, upon any terms and conditions which it deems appropriate. In taking such action, the council may reserve, sell or lease mineral or other resources on any such real property separate and apart from the land in the same manner and upon the same terms and conditions as provided for in this chapter. [Ord. 24-84].

3.06.030 Declaration of surplus.

Prior to the sale or lease of any city-owned real property, the city council shall determine that the property is excess to the present and future municipal needs of the city.

A. In making such a determination, the council shall utilize the following criteria:

1. Conformance with the city's comprehensive plan as provided in RMC Title [23](#);
2. Recommendations from the economic development board and the physical planning commission, and, as deemed appropriate and requested by the council, recommendations from other city boards and commissions such as the utility advisory board and the parks and recreation commission;
3. Input from the public at a duly advertised public hearing;
4. Recommendations within the 1973 report prepared for the council by the land sale/lease policy committee entitled, "Proposed Policy for the Sale or Lease of Excess City Owned Property," and adopted as a guideline by council by resolution (No. 64-84); and
5. Other forms of input determined appropriate or desirable by the council.

B. If the council determines the property to be no longer necessary for present and future municipal use, it may declare by resolution the property to be surplus. Upon making such declaration of surplus, the council may also make the following determinations:

1. Whether the parcel should be sold or leased;
2. Whether special consideration should be given to abutting land owners;
3. Whether special covenants or restrictions should be placed on the real property as a condition of sale or lease;
4. Whether the parcel should be sold or leased by sealed bid;
5. What formality of appraisal is necessary to set the minimum acceptable price to achieve reasonable value.

C. Upon declaration of surplus by the council, the city manager or designee shall undertake disposal of the parcel(s) in accordance with the council's directives. [Ord. 24-84].

3.06.040 Sale or lease procedures.

Sale or lease procedures may be initiated following one of two events: a determination by the city council that economic indicators favor sale or lease or upon specific request by a firm or individual to lease or purchase city property. In determining which process to utilize, the council shall give consideration to the findings and recommendation of the economic development board.

A. Sealed Bid Process. If the council requires the real property to be sold or leased upon competitive bids, the following procedures shall be utilized:

1. The city clerk shall give notice that the city will invite bids for purchase or lease of the property by one publication in the official newspaper of the city, posting in a conspicuous place in the City Hall and on the subject real property, and/or such other notification or advertising determined to be appropriate. The publication and posting shall be at least 10 calendar days before the final date for submitting bids;

2. Publication and posting for bids shall particularly describe the property or portion thereof proposed to be sold or leased, shall designate the place and the time of the bids to be opened, and shall set forth any terms and minimum price, if any, established by the council;

3. Bids shall be opened in public at the time and place stated; and

4. The council may reject any and all bids, or the bid for any one or more of the parcels included in the advertisement for bids, and reserves the right to waive any irregularities in the bid process.

B. Negotiation Process. The council may determine that property should be sold or leased through negotiations, either as a result of a specific request, or as a result of city-initiated advertising or other solicitation. In either event, sale or lease consideration shall proceed as follows:

1. All requests shall be directed to the city manager or his designee;

2. The city manager or his designee shall schedule the request for review and consideration by the economic development board, along with a report discussing the following:

a. Status of the surplus property;

b. Whether the property should be considered for public bid offerings;

c. Whether, and for what reason(s), sale or lease would be advantageous to the city; and

d. Any other special considerations which apply to and which will aid the board in considering the request;

3. The economic development board shall review the request and make findings, based on the policy and objectives and the criteria provided in this chapter, for the council's consideration;

4. The council shall act on the request, with due consideration to the findings and recommendation of the economic development board and, as appropriate, other boards, commissions, or individuals. [Ord. 24-84].

3.06.050 Conveyance procedures.

Upon receipt of an acceptable bid or negotiated offer for sale or lease of city real property, the city manager or his designee shall submit a report and recommendation to the city council for action. The council shall proceed as follows:

A. The council may solicit additional information it deems necessary and appropriate, including input from the public at a duly advertised public hearing, prior to taking action to accept or reject any sale or lease offer.

B. Upon determination of an acceptable bid or offer, the council shall authorize the city manager to cause the necessary instruments to be prepared and executed.

C. Copies of such instruments shall be filed with the Benton County assessor's office by the city clerk.

D. The title to any sold city real property shall not be transferred until the purchase price therefor has been fully paid and any applicable terms or conditions have been fully satisfied.

E. The net receipts from sold city real property, not designated for other purposes, shall be deposited into the capital improvement fund. [Ord. 24-84; Ord. 41-93].

3.06.060 Exceptions.

This chapter shall not apply to the following dispositions of real property:

A. When selling to another governmental agency, in which event the transfer is approved by the court as provided by law; and

B. When provisions of the RCW impose conditions for the disposition of municipal property, those laws shall be treated as limited exceptions to this chapter. Exceptions include, but are not limited to, the following as they may from time to time be amended:

1. RCW [35.21.660](#) through [35.21.680](#) and [35.31.725](#) through [35.31.755](#) relating to transfers to corporations charter by the city;

2. Chapter [35.94](#) RCW relating to surplus utility property; and

3. Chapters [39.33](#) and [39.34](#) RCW relating to intergovernmental transactions.

C. Sale of properties that have been acquired by the city by means of foreclosures of real estate sales contracts or for nonpayment of LID or other assessments and whether by deed in lieu of foreclosure or by judgment of foreclosure and attendant sheriff's deed. [Ord. 24-84].