

# CITY OF RICHLAND WASHINGTON



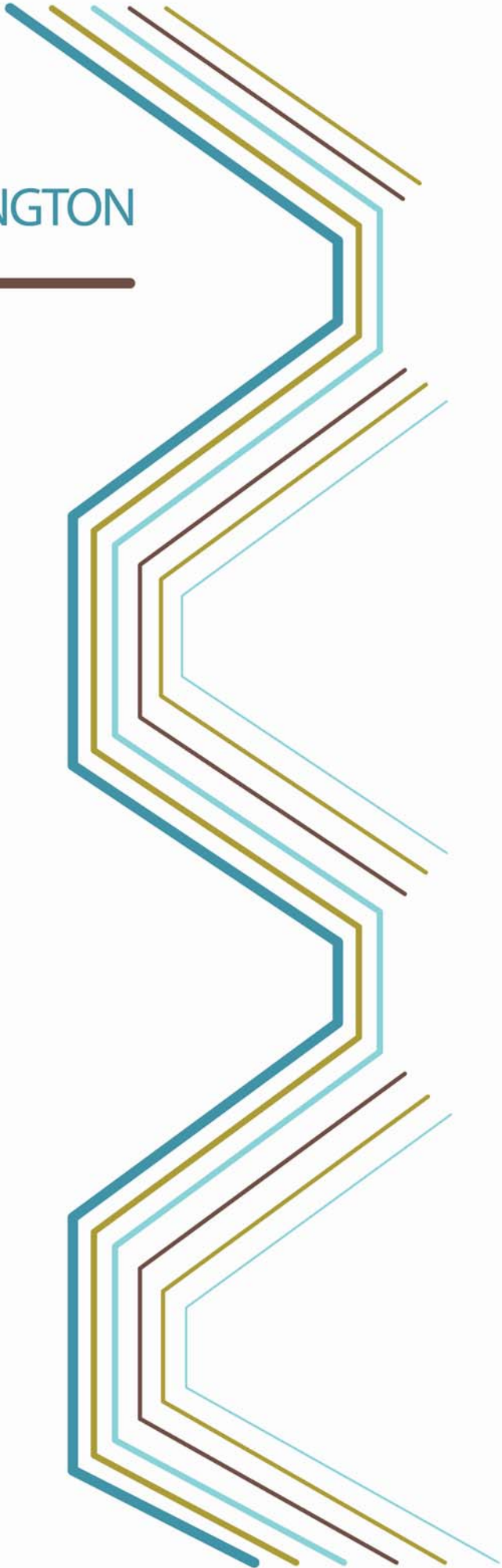
# 2015 BUDGET

# CITY OF RICHLAND WASHINGTON

## 2015 BUDGET

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505 Swift Blvd.  
PO Box 190  
Richland, WA 99352  
P 942-7390 F 942-5666



# 2015 RICHLAND CITY COUNCIL



MAYOR

Dave Rose

Term: 4 Years – Expires 12/31/17



MAYOR PRO TEM

Phillip Lemley

Term: 4 Years – Expires 12/31/15



COUNCIL MEMBER

Bob Thompson

Term: 4 Years – Expires 12/31/17



COUNCIL MEMBER

Greg Jones

Term: 2 Years – Expires 12/31/15



COUNCIL MEMBER

Brad Anderson

Term: 4 Years – Expires 12/31/15



COUNCIL MEMBER

Terry Christensen

Term: 4 Years – Expires 12/31/15



COUNCIL MEMBER

Sandra Kent

Term: 4 Years – Expires 12/31/17

*2015 Budget*

# VALUES, VISION AND A MISSION

## VALUES

In 2001, the City of Richland began a journey toward becoming a values-based organization, with less reliance on policies and “rules.” To further this effort, municipal staff and City Council have embraced the values of teamwork, integrity and excellence.

**Teamwork:** We will work together, demonstrating collaboration through mutual reliability, openness and flexibility to accomplish our goals.

**Integrity:** We will demonstrate an uncompromising allegiance to the core values of honesty, respect for others, loyalty, consistency, accountability and sincerity.

**Excellence:** We will deliver a superior level of commitment, responsiveness, performance and provision of services to all, with the attitude that everything is worth our best effort.

## VISION STATEMENT

Richland is a progressive, safe and family-friendly community that welcomes diversity. It is noted for excellence in technology, medicine, education, recreation, tourism, and citizen participation. This dynamic city, situated on two rivers, actively supports opportunities for economic development that are in harmony with the area’s unique natural resources.

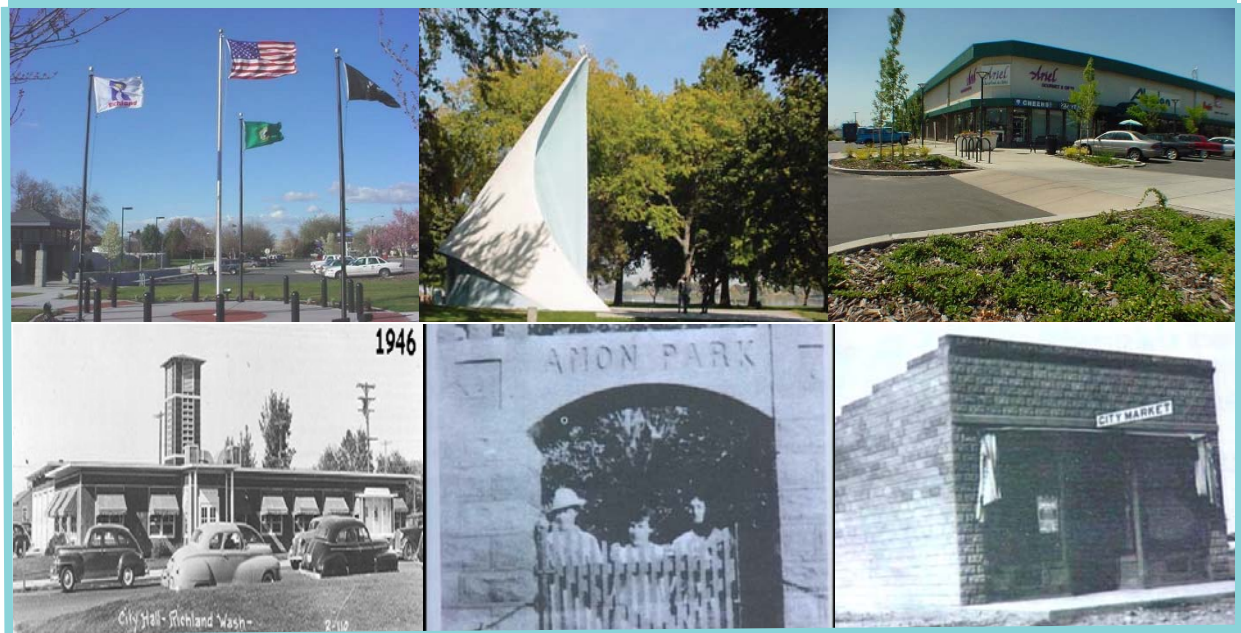
## MISSION STATEMENT

The City of Richland is responsible for furnishing cost-effective services and well maintained facilities, safeguarding the public and property, enhancing the community’s favorable quality of life, protecting Richland’s natural environment, and sustaining a healthy, growing economy.



## RICHLAND'S HISTORY

Richland, Washington became a First Class City in 1958, but its history goes back more than 11,000 years. Native Americans lived in this area; they fished for salmon, hunted deer and antelope, and gathered berries, greens and root vegetables along the rivers and on the nearby hills. In 1805, Captain William Clark and two other men of the Lewis and Clark Expedition paddled up the Columbia River to the mouth of the Yakima River, close to where Richland is now. In 1864, the first white settlers arrived. In 1910, the small farming village of Richland was incorporated as a Fourth Class City. In 1942 federal officials, looking for an isolated area with access to lots of water, selected Richland as one of the three communities nationwide to help develop the atomic bomb. The United States government took over the town of Richland as part of its Manhattan Project, and almost overnight the small town of 247 people grew into a federally owned town of 11,000 people. Then in 1958, Richland again became a self-governed city when residents voted approval of its charter as a First Class City with a city council-city manager form of government.



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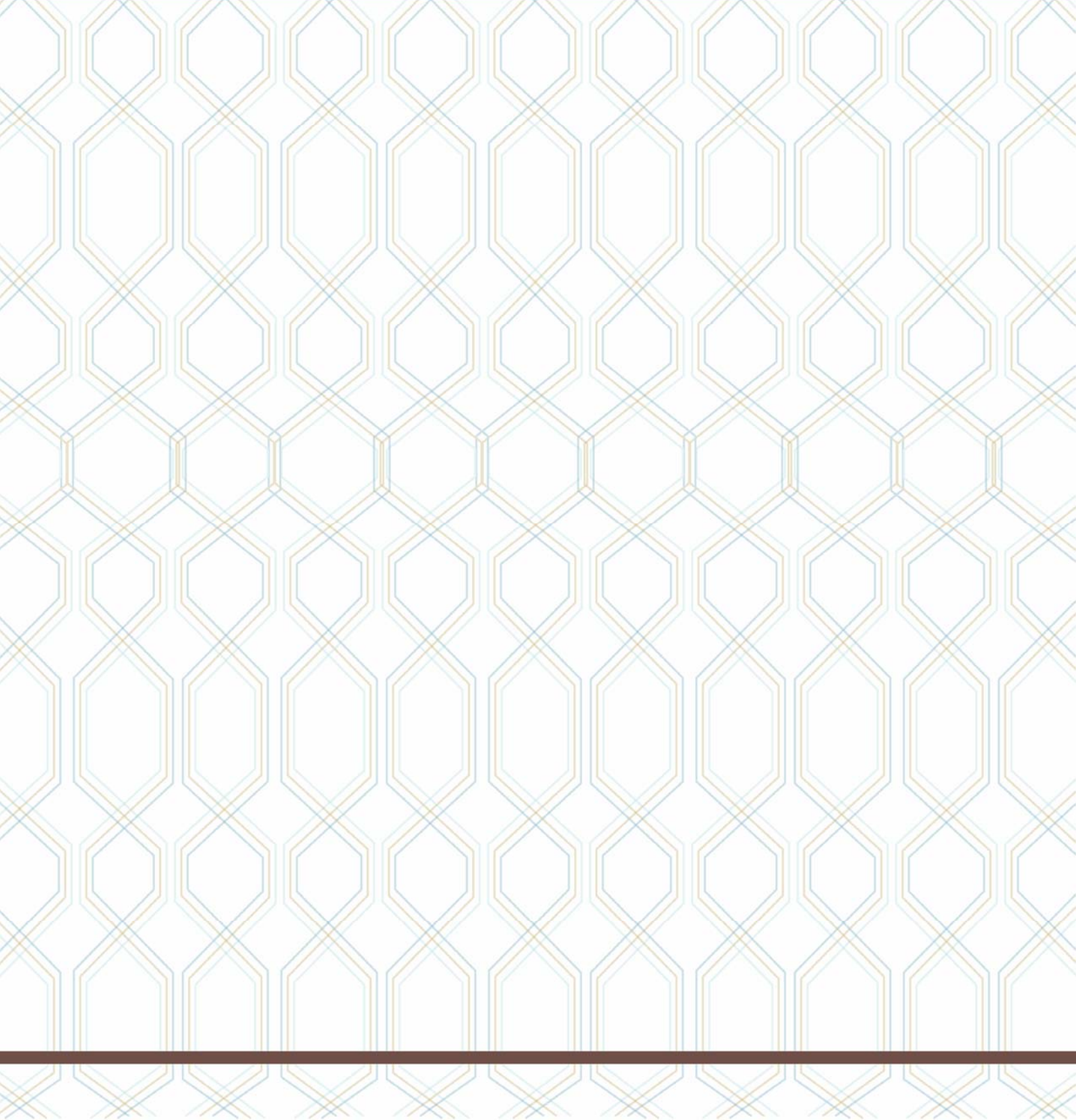
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# INTRODUCTION



## READER'S GUIDE

Welcome to the City of Richland Annual Budget for the fiscal year January 1 to December 31, 2015. This document has been specially designed to provide a user-friendly way for the reader to learn about the priorities, structure and finances of the City. While much can be learned about the City's finances in this document, the budget is also designed to serve other functions. For example, the budget is a policy document that presents long term financial policies to assist management in decision making. The budget is an operations guide that gives the public, elected officials and City staff information pertaining to the productivity and priorities of individual City operations. The budget is a communications device, which provides complex information in an understandable format for readers of all levels of financial understanding. And finally the budget is a comprehensive financial plan that describes the funds and fund structure of City operations.

The City of Richland has consolidated its operating and capital spending plans in a comprehensive budget document. All planned operational and capital expenditures for the 2015 budget are shown for each department. The 2015-2030 Capital Improvement Plan (CIP) is a separate document which provides an enhanced level of detail for capital expenditures and projects.

**BUDGET DOCUMENT:** The 2015 Annual Budget is divided into seven major sections:

### 1. INTRODUCTION

The introduction presents the readers guide, the management team, the Boards and Commissions, the budget process and the City's organizational chart.

### 2. BUDGET SUMMARY

The budget summary is introduced by letter from the City Manager to City Council and citizens describing the major focus and challenges of the 2015 Budget. The summary provides a budget overview and describes the major policies and issues which influenced development of the 2015 Annual Budget. The summary provides a section that describes budget highlights and potential vulnerabilities. The budget summary outlines major capital improvement projects that support the City's Strategic Leadership Plan.

### 3. FINANCIAL SUMMARY

The financial summary presents the City's financial policies and provides graphs and tables of the revenues and expenditures of the various City funds. Current and prior year revenue data and a discussion of major tax sources and revenues is included. Historical staffing levels are provided and the City's fund structure is included with major fund descriptions.

### 4. STRATEGIC LEADERSHIP PLAN

In 2009 the City implemented the Strategic Leadership Plan. The plan is updated annually and defines Council's long-term vision for the City, determines priority for the budget process and emphasizes accountability, efficiency, innovation and partnerships in City operations. The key elements of the plan goals and objectives are outlined in this section. 2014 Accomplishments that support the Strategic Plan are also included in this section.

### 5. EXPANDED PROGRAMS

Expanded programs provide a detailed listing of total budget requests for new programs, personnel and capital purchases. This list includes all requests whether or not they were approved in the budget process.

### 6. CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan is comprised of a list of major public facility and infrastructure improvements that are approved in the 2015 Budget and will be implemented over the next year. Projects are listed by category. A complete Capital Improvement Plan that spans a period of 2015-2030 is available by request or you can access this document on the City's webpage at [www.ci.richland.wa.us](http://www.ci.richland.wa.us).

### 7. FUND DETAIL

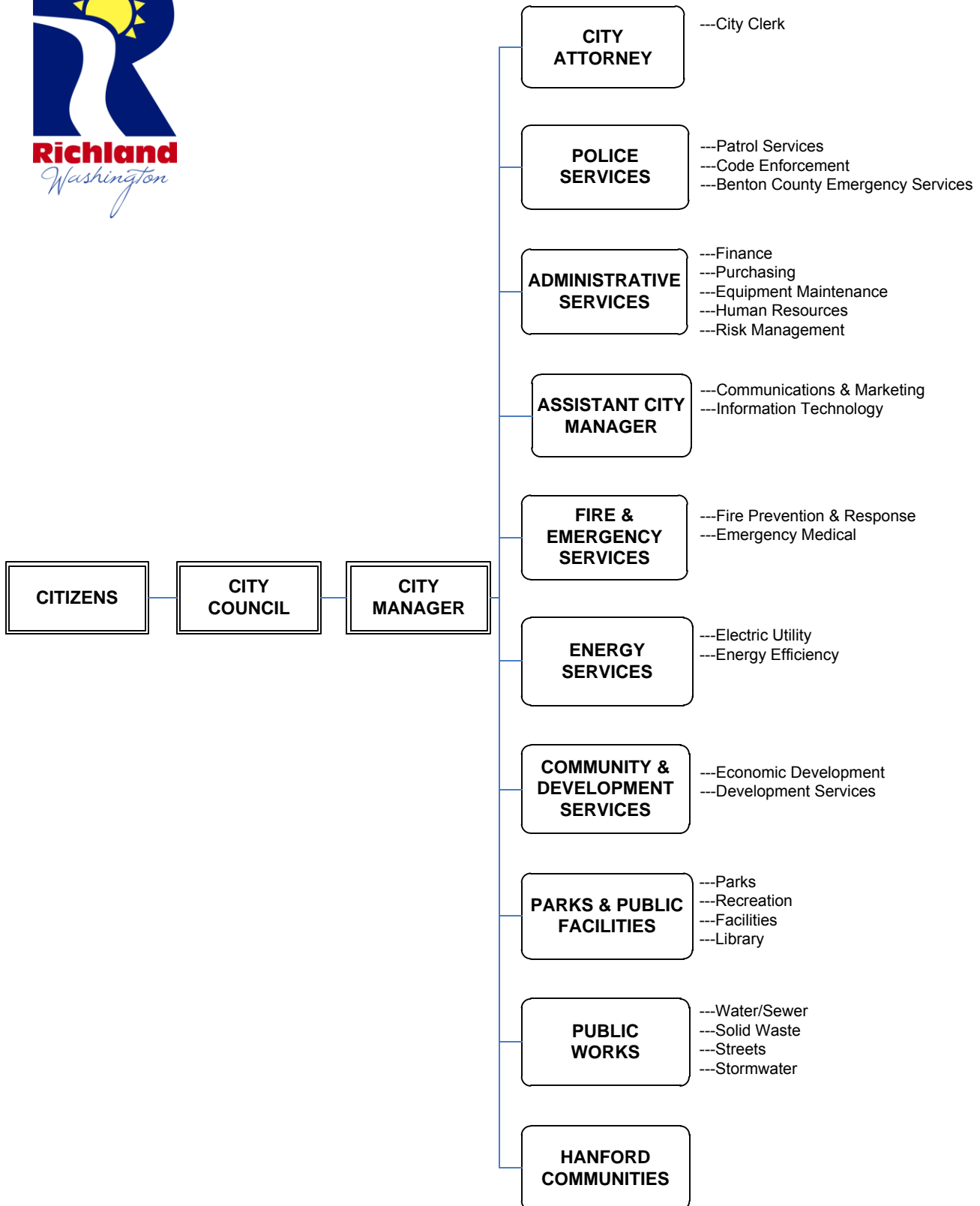
The fund detail provides an extended level of information for each fund. It is grouped by fund and, within the fund, by division. Simply stated, a fund is an accounting unit of the City. It tracks the receipts and expenditures of various resources. Financial summaries are presented for every fund that provide three years of expenditures by object. Each financial summary contains a narrative and graph, which describes the major features of that fund. In instances where more than one division or department is covered within a fund, financial information is provided for each division.

### 8. APPENDIX

The appendix is located at the end of the document and consists of the Debt Management Policy, outstanding debt and a glossary of terms.

Questions about the budget can be directed to the City's Administrative Services Director, Cathleen Koch at (509) 942-7317.

CITY OF RICHLAND  
2015 ORGANIZATION CHART



# 2015 MANAGEMENT TEAM

## ADMINISTRATION

**Cindy Johnson**  
City Manager

**Jon Amundson**  
Assistant City Manager

**Heather Kintzley**  
City Attorney

**Trish Herron**  
Communications & Marketing Manager

**Pam Brown**  
Hanford Projects Manager

**Kevin Grumbling**  
Information Technology Manager

**Joe Schiessl**  
Parks & Public Facilities Director

**Phil Pinard**  
Parks & Public Facilities Manager

**Laurel Strand**  
Parks & Public Facilities Manager

**Ann Roseberry**  
Library Manager

## PUBLIC SAFETY GROUP

**Chris Skinner**  
Police Services Director

**Grant Baynes**  
Fire & Emergency Services Director

**James Barber**  
BCES Communications Manager

**Jeremy Beck**  
BCES Emergency Management Manager

## ADMINISTRATIVE SERVICES GROUP

**Cathleen Koch**  
Administrative Services Director

**Joyce Marsh**  
Finance Director

**Allison Jubb**  
Human Resources Director

**Cathy Robinson**  
Purchasing Manager

## COMMUNITY & DEVELOPMENT SERVICES GROUP

**Bill King**  
Deputy City Manager

**Vacant**  
Economic Development Manager

**Rick Simon**  
Development Services Manager

## UTILITY AND PUBLIC WORKS GROUP

**Robert Hammond**  
Energy Services Director

**Clint Whitney**  
Chief Electrical Engineer

**Jim Leip**  
Power Operations Supervisor

**Sandra Edgemon**  
Business Services Manager

**Brian Cobb**  
Electrical Systems Supervisor

**Pete Rogalsky**  
Public Works Director

**John Bykonen**  
Wastewater/Stormwater Manager

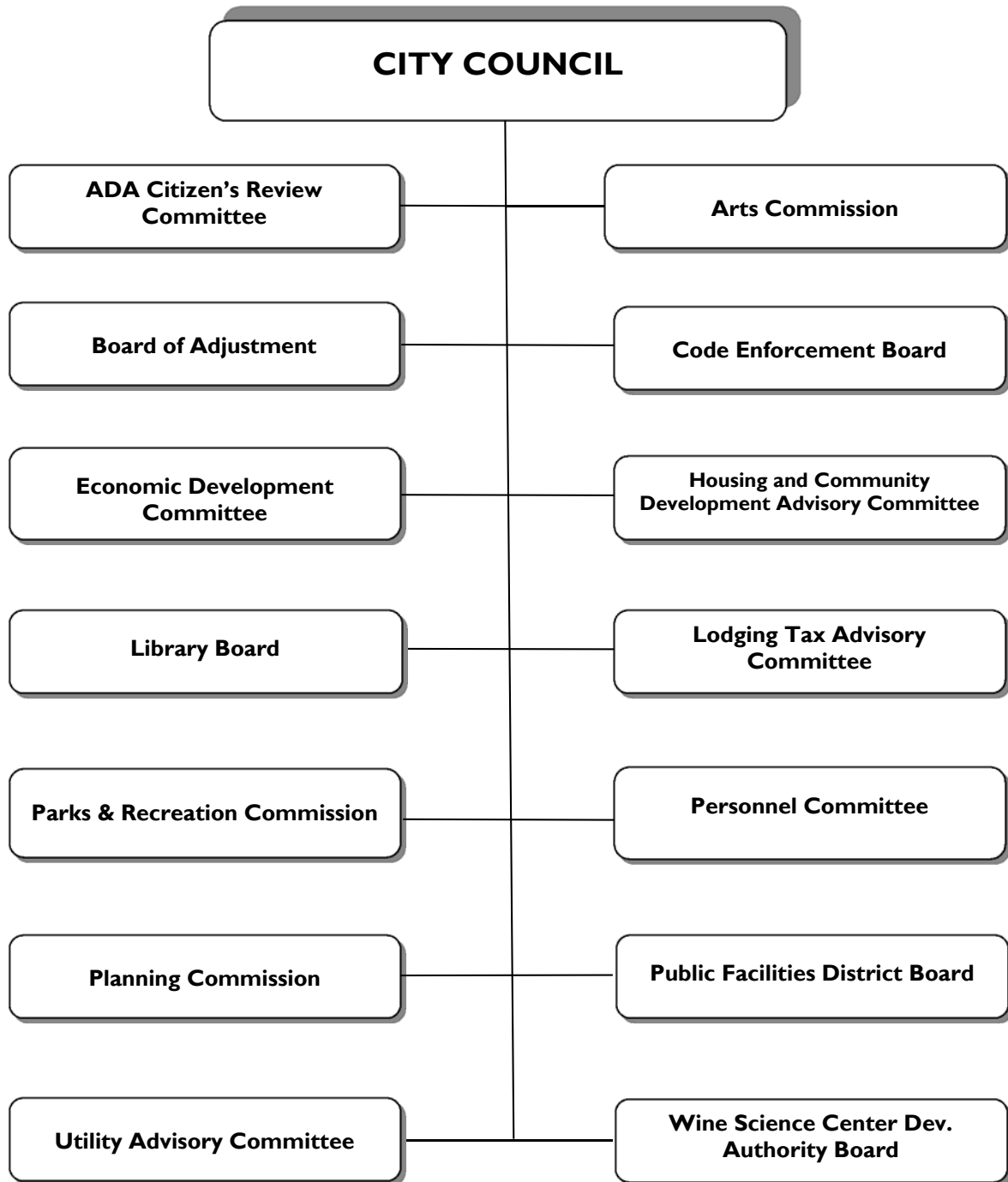
**Vacant**  
Solid Waste Manager

**John Finch**  
Water Manager

**Jay Marlow**  
PW Capital Projects Manager

**Jeffrey Peters**  
Transportation & Development Manager

**City of Richland  
BOARDS, COMMISSIONS & COMMITTEES  
2015 Organization Chart**



*All meeting schedules for the Boards, Commissions & Committees are available online at [www.ci.richland.wa.us](http://www.ci.richland.wa.us)*

## CITY OF RICHLAND

### SUMMARY OF BUDGETARY PROCESS

A budget is a comprehensive plan of financial operation which includes detailed information regarding entity wide revenues, expenses, cash flow, fund balances, organizational structure, and goals and objectives. To be an effective and useful resource, the budget document must communicate the long-term plans of the City to its constituents and provide the City's complex financial information in a format for readers of all levels of financial understanding.

The following provides a brief description of the various phases of the budget process and timeframes in which budget preparation takes place:

Financial workshops are held with City Council during March and April of each year to establish the necessary direction for staff to prepare the following year's operating budget. The formal budget preparation process begins in May of each year. Budget staff meets with management to determine adjustments to salary and benefits and the budget staff prepares and distributes an online budget preparation manual with step by step instructions and applicable forms. The City Manager hosts a budget meeting for management and support staff and outlines budget priorities for the new budget. Following the meeting the manual and online entry screens are available to support staff for budget entry.

The working documents and supplemental requests are due to Finance in July. The Finance representatives compile department requests for Senior Staff review. Throughout the budget process, meetings are held with appropriate staff to discuss the proposed operating budget, its overall financial picture and relevant services to be provided. The City's Strategic Plan is updated annually and each expanded program request must support a goal or objective of the Plan and each expanded program must include a priority rating.

In developing the budget, selected operating division line items are reviewed by the City Manager and a Council Sub-Committee. For the 2015 budget Energy Services, Administration and Administrative Services participated in the program review.

In addition to program review, Council selected a second Sub-Committee to review Capital Improvement Plan (CIP) proposed projects. The Sub-Committee reviewed the CIP to ensure projects supported the goals and/or objectives of the Strategic Plan prior to being considered for funding in the budget process.

In October, the City Manager submits a proposed operating budget to the City Council in a workshop format. During the month of October, a public hearing is conducted, allowing the public to provide comments concerning the proposed budget. In accordance with RCW 35.33.055, the preliminary budget is available for public review in the Office of the City Clerk within the first two weeks of November of each year. Assuming the budget stands as presented, first and second readings are given to the budget ordinance and final adoption occurs during the first Council meeting in December. The budget takes effect January 1 of the ensuing year and is adopted at the fund level so that expenditures may not legally exceed total appropriations of the fund.

Formal budgetary integration is employed as a management control device. Throughout the year of the adopted budget, the need may arise for a department/division to revise its budget(s). No matter how much effort went into preparation of the budget, unanticipated expenses and/or revenues may occur. At such times, the respective department/division must initiate and submit a Budget Adjustment Request form to the Administrative Services Department.

The method of processing a Budget Adjustment Request is dependent upon the type of budget adjustment desired. Budget transfers between line items within a fund, whereby the fund appropriation level is not increased, are prepared by the department and approved by the City Manager or appointed delegate. Budget adjustments that increase fund appropriations and have a new revenue source require an ordinance and Council approval. Adjustments that increase fund appropriations, utilizing reserves will require a public hearing, an ordinance and Council approval.

The process utilized for amending the budget is the same as that used to adopt the original budget and related ordinances. This budgetary process has proven to be both efficient and effective. The procedures are also understood, adhered to and supported by City staff. All appropriations, excluding capital projects, lapse at year-end.

**BASIS OF ACCOUNTING:**

The modified accrual basis of accounting is used by all Governmental funds. Under the modified accrual basis of accounting, revenues are recognized as soon as they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recorded when a liability is incurred. Proprietary funds and Fiduciary funds use the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**BASIS OF BUDGETING:**

The budget for governmental funds is prepared using the modified accrual basis of accounting and proprietary funds budget on an accrual basis. This follows GFOA's preferred method of budgeting on the same basis as the financial accounting system.

The City's Budget Calendar as prepared in accordance with RCW 35.33 can be found on the following page.

**City of Richland, Washington  
2015 Budget Calendar**

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**APRIL 2014**

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- Prepare Budget Calendar for staff and Council.
- Send out requests for special schedules, i.e. vehicle replacement and maintenance and cost allocation.
- Copy Capital Improvement Plan (CIP) worksheet to the Intranet for division use.
- Review CIP schedule for 2015 and determination for projects.
- Pre-meeting to discuss CIP projects on path forward to review with Council-Subcommittee.
- Council Sub-Committee meeting regarding Capital Improvement Plan strategy.

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**MAY 2014**

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- Budget pre-meeting to define major steps with budget staff.
  - Updated CIP sheets with preliminary revenue sources sent to accountants.
  - Update WCIA property list and distribute to departments for review.
  - Update online Budget Prep manual and forms for expanded programs and cost benefit analysis.
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## JUNE 2014

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2015 Salary & Benefits parameters defined and approved by AS Director.  
Pre-meeting with City Manager to review assumptions/parameters 2015 budget.  
Workshops – Reassessment of Council goals and objectives and staff directions for 2015 budget.  
City-wide budget kickoff – City Manager introduction to 2015 budget process.  
Divisions begin data entry of revised 2014 budget and 2015 proposed budget.  
Distribute Functional Chart, Key Elements and Goals, Personnel Summary and CIP worksheets.  
Council Workshop –Review of Budget Process.

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## JULY 2014

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2014 revised and 2015 proposed budget entry completed by divisions.  
Supplemental requests are due, including identifying Key Elements, goals & objectives.  
Administrative Services Department reviews 2014 revised budgets and makes final revisions.  
All funds 2015 revenues/expenditures balanced.  
Preliminary 2015 budgets due for administrative review including General Fund revenue projections.  
Executive Leadership Team final discussion of CIP project priorities and funding strategies.  
City Manager meetings with departments – Review 2014 revised and 2015 proposed budgets, including capital, personnel and expanded program requests.

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## AUGUST 2014

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Distribute draft Capital Improvement Plan to Council Sub-Committee for review.  
Final decisions on expanded programs due from City Manager and Administrative Services Director.  
Selected divisions detailed budget review by City Manager and Council Sub-Committee.

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## SEPTEMBER 2014

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Management refines 2015 revenue & expenditure estimates for all funds on or before 2<sup>nd</sup> Monday in Sept. (RCW 35.33.031)  
Preliminary Budget estimates filed with the Administrative Services Director on or before 4<sup>th</sup> Monday in September. (RCW 35.33.031)

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## OCTOBER 2014

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Distribute City Manager's Proposed Budget to City Council "on or before" first Monday in October. (RCW 35.33.135)  
Distribute preliminary Capital Improvement Plan to Council.  
Public Hearing for revenue sources including property tax prior to legislative vote on property tax.  
1<sup>st</sup> Reading Ad Valorem Tax.  
Town Hall Meeting – Discuss Proposed Budget.  
Completion of Preliminary Budget including budget message at least 60 days before ensuing fiscal year. (RCW 35.33.055)

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## NOVEMBER 2014

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Public Hearing on final budget "no later than the first two weeks in November". (RCW 35.33.061)  
City Clerk publishes notice of Budget Public Hearing for two consecutive weeks the first two weeks in November. (RCW 35.33.061)  
Copies of preliminary budget available to citizens upon request, not later than six weeks before January 1. (RCW 35.33.055)  
Adoption of Ad Valorem Tax Ordinance on or before November 30, 2014. (Ch. 52, Laws of 2005, HB 1048 and (RCW 84.52.070)  
1st reading of Budget Ordinance.

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**DECEMBER 2014**

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Final Hearing on proposed budget on or before 1<sup>st</sup> Monday of December. (RCW 35.33.071)  
2nd reading and adoption of Budget Ordinance following the public hearing and prior to the beginning of the ensuing fiscal year. (RCW 35.33.075)

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**JANUARY 2015**

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Copies of the final budget to be transmitted to the State Auditor's Office (SAO), the Association of Washington Cities (AWC), and the Municipal Research & Services Center (MRSC) After Adoption.



# **BUDGET SUMMARY**





## CITY OF RICHLAND: “2015 Budget”

January 2, 2015

Re: Budget Transmittal Letter

Honorable Mayor and Council Members:

I am pleased to submit the 2015 Budget with appropriations of \$209,910,460, a **0.6% decrease** from 2014 expenditures. Please note the total for all funds, including ending fund balance, is \$264,971,763 a slight increase of 3.5% over last year. The 2015 appropriations reflect a focus on stability, sustainability of services, and cautious spending. Over the years, the City has embraced a philosophy that exercises fiscal discipline and focuses on living within our means just as our citizens are required to do.

The budget takes into account Council discussions and parameters as well as modest service enhancements and investments that will serve our community for many years to come. Our citizens have asked us to take care of what we already have and this budget has been prepared with that idea in mind. Therefore, we used the following assumptions to estimate revenues and expenditures:

### Estimated Revenues

- No increase is assumed for property taxes other than amounts attributed to new construction and annexations
- 1% property tax that Council is authorized to take will be banked
- Water and electric rate increases are included in the budget at 6% and 4.7% respectively based on the most recent cost of service analysis
- Adjustments have been made to revenues associated with fees for services such as planning, permitting, and recreation
- Revenue estimates are conservative since long-term trends are not certain

### Appropriations

- Overall zero-based budget approach was utilized
- FTE increases were limited unless there were revenues associated with such additions
- No debt without supporting revenues

## Balanced Budget

The 2015 Budget was once again challenging to balance as difficult tradeoffs between innovative ideas, enhanced services, and higher utility rates were considered. The result achieves a good balance across our Seven Keys of the Strategic Leadership Plan and prepares us to deliver quality services that our community deserves and has come to expect. Below is a summary of the total budget.

### Budget Summary

*All Funds' Appropriations and Ending Fund balances: \$264,971,763*

#### All Funds:

Estimated Revenues: \$202,301,752\* total for all funds; a 3.2% increase

Appropriations: \$209,910,460\* total for all funds; a **0.6% decrease**

#### General Fund:

*Including Appropriations and Estimated Ending Fund Balance: \$55,930,438; a 3.4% decrease from 2014.*

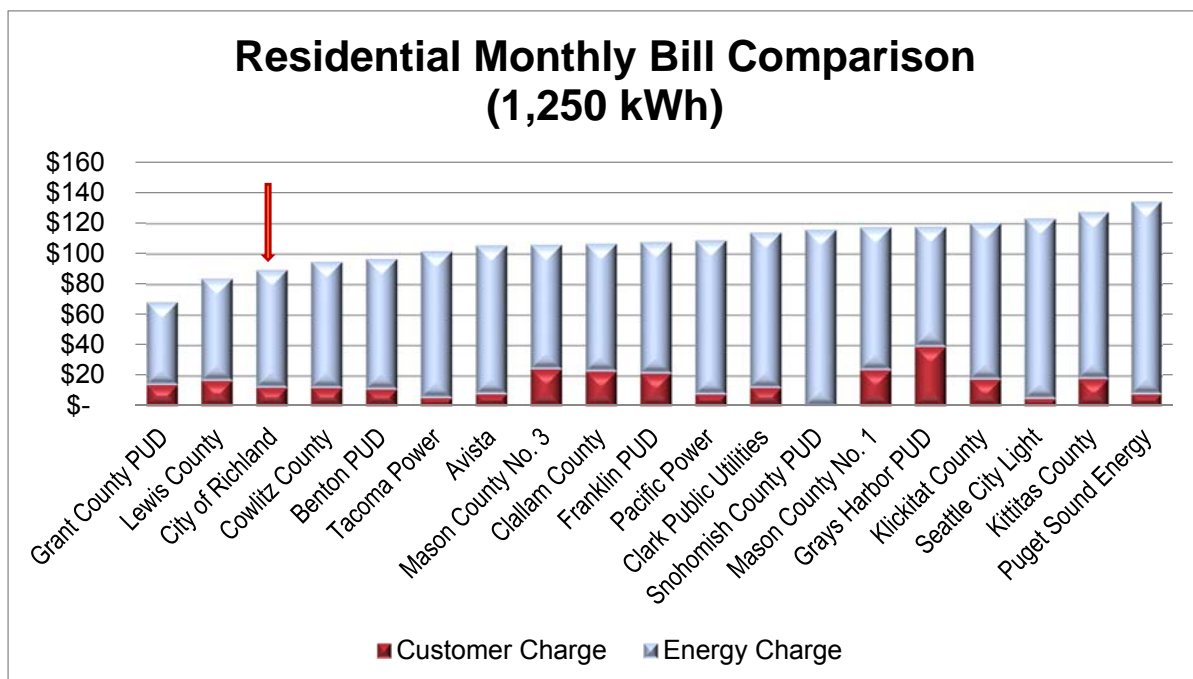
Estimated Revenues: \$48,005,308\* total; a **7.0% decrease**

Appropriations: \$47,525,355\* total; an **11.1% decrease**

\* In previous years the City budget appropriations included all estimated ending fund balances, essentially making 100% of estimated resources available for expenditure. Conversely, the 2015 budget appropriates only identified expenditures, and does not include estimated ending fund balances.

## Electric Residential Monthly Bill Comparison

As mentioned before, projected electric rates are to increase in 2015 by 4.7%. With the cost of electricity being important to all utility customers, it is important to point out that Richland continues to be very competitive. Today, an average residential monthly electric bill in Richland is approximately \$90 each month with only two other comparisons falling below that amount.



The recommended budget includes specific projects or strategies that focus on the City Council's ***Strategic Leadership Plan: Seven Keys to Unlock our Future*** as follows:

### **Financial Stability and Operational Effectiveness, Key 1**

The City's General Fund reserves are estimated to be at 12.8% in 2015, as compared to the minimum reserve policy of 7.5% set by the City Council. It is recommended that over the next year this policy be revisited with consideration given to the Government Finance Officers Association's (GFOA) recommended reserve level of 16.7% or 2 months' worth of operating revenues or expenses, whichever is more predictable. In addition, the budget for the utility funds continues to provide the desired reserve levels as set by the City Council.

The dedication of the City Council, administration, and employees to public service has helped place us in an advantageous position due to the ongoing efforts of seeking out **efficiencies** in order to be the highly effective organization that we are today. Without continuing efforts towards realizing additional efficiencies, our projections show City's costs outpacing revenues each year. Leveraging one-time resources in pursuit of efficiency gains will contribute to structural solutions that help close any potential gaps. For example, in 2015, funds are budgeted for a utility billing services audit. Such an audit identifies process improvements that ensure deployment of resources in the most advantageous manner.

Additionally, approximately \$1 million in one-time and expanded programs across all Seven Keys is included in the budget.

**Safety and Risk Management** is a priority in the Strategic Leadership Plan. We are proposing one full-time position that will focus on protecting the City's assets and resources through a more robust safety and risk management program. This position will allow us to manage and implement programs and policies designed to minimize the adverse effects of accidental losses. For instance, Information Technology is an area where we continue to assess our risks due to online financial transactions and the collection of sensitive information, which is compromised in the retail industry far too often today. Deploying additional resources to assess areas of opportunity is a critical step in assuring our citizens that we have done everything possible to keep them and their information safe.

### **Infrastructure and Facilities, Key 2**

Investing in current and new infrastructure for streets, parks, recreation, facilities, and technology is a high priority for the City. The Information Technology division has stabilized and enhanced the City's technology infrastructure and the next five years will focus on improving the applications and processes we utilize to provide effective and efficient service delivery to our residents, utility customers, and corporate citizens. The primary focus going forward will be integration and optimization of our key systems (financials, asset management, work order, geo-spatial systems, utility billing, and records management) in order to take advantage of data, reduce risk, and streamline processes. Another priority will be to improve the tool set provided for public safety and other field crews through enhanced

mobility. City Council's continued commitment to information technology as an essential function for service delivery will continue to position the City well in meeting the ever-increasing technological and security demands required for local governments in the 21<sup>st</sup> century.

### **Targeted Investments, Economic Vitality, Natural Resource Management, and Community Amenities, Keys 3, 4, 7, and 6, Respectively**

This year Council's vision for the Waterfront District made its debut as an exciting beginning for **a sense of place!** From riverfront activities to strolling through The Parkway or Howard Amon Park, you will see the hustle and bustle from everyday shopping, dining, summer activities, and family gatherings; **this is the place to be!** The recommended budget includes Waterfront master planning and a redevelopment feasibility study that will allow us to make our dream a reality by utilizing the existing natural resources. It will also target areas that should be developed or redeveloped to make the appropriate investments that will guarantee long-term economic vitality. The sound decisions made many years ago to invest in the Queensgate and Horn Rapids areas have paid off in ways beyond what the visionaries expected and it is what we aim to do with our Waterfront District. Waterfront projects budgeted in 2015 are just under \$1 million.

### **Neighborhoods and Community Safety, Key 7**

**Fire Station 74** – In mid-2015, the first new fire station in Richland since 1992 will open on Duportail Street near Queensgate. It is the first municipal project under \$10 million using the state's pilot Design Build alternative contracting procedure. This process melds design and construction into a single contract, providing opportunity for greater innovation and efficiencies between the designer and the builder, as a team. The City estimates that the station will be built for a little over 20% less than the traditional design-bid-build process. A portion of the ambulance utility monthly fee and a percentage of the electric utility tax, that was implemented earlier this year, fund the construction and on-going operations. The budget also adds six new firefighter/EMS positions. This project will improve the fire/EMS coverage across the City through faster response times in the area of the fire station and by reducing the number of times fire/EMS resources are drawn away from their primary response areas in other parts of the City. The total cost of the construction project is \$3.5 million.

**Criminal Justice Sales Tax** – In August of 2014, the Benton County voters passed a Criminal Justice Sales Tax (CJST) measure that increased the sales tax base by 0.3% in Benton County for the next 10 years. The City expects to receive approximately \$1.2 million annually. The budgeted expenditures are calculated to be sustainable throughout the 10 years and includes a reserve policy of 16.7%. The new tax revenues will enhance Police Department operations by adding the following:

## 2015 Additions

- Six Police Officers
  - Patrol officers anchored at the new fire station to allow for better coverage and response in South Richland
  - Position dedicated to internet crimes with an emphasis on Internet Crimes Against Children (ICAC)
  - Officer assigned to the Street Crimes Unit, which allows for a timely response to street level criminal activity and criminal activity in neighborhoods
- Part-time Evidence Technician and Quartermaster positions increased from part-time to full-time

The new tax revenue will also allow the City to fund one-time public safety projects that will enhance operations. In 2015, we have identified several projects:

- Construction of office space and an interview room in Fire Station 74 to assist with the Police Department's deployment strategy in South Richland
- Partnership with Parks and Facilities to purchase solar powered emergency phones in some of our remote parks/paths and along the riverfront
- Partnership with the City Attorney's Office for heightened code enforcement in abating our most distressed and dangerous properties throughout the City

## 2016 Additions

- Records Specialist that will help meet the needs that result from the addition of six (6) new police officers
- Crime Prevention Specialists to meet the growing needs of Richland by providing training and education to our citizens and neighborhoods

## Capital Improvement Plan (CIP) 2015

In 2014, the CIP Subcommittee formulated a plan for implementation of 27 major projects with three top priorities from general government sources. The top three priorities were Fire Station 74, Swift Corridor/City Hall, and Duportail Bridge. The Waterfront District also gained special attention as a renewed focus. Capital projects are budgeted at \$30.7 million and detailed information on each project is included in the Capital Improvement Plan.

## Notable Projects:

- **Waterfront District** - Enhancing/connecting the Riverfront and Downtown Districts
  - Waterfront Master Planning – vision to paper to reality!
  - Columbia Playfield – field enhancements, additional parking and basketball court
  - John Dam Plaza – stage and viewing area through strategic partners
  - Park/Trail signage and gateway entrance improvements



- **Parks**
  - Drollinger Park - irrigation and turf
  - Barth Park – pathway and basketball court replacement
  - Gala Park pathway
  - Off leash dog park in North Richland
- **Transportation**
  - Funding towards Center Parkway connecting Gage Boulevard to Tapteal Drive
  - Citywide Overlay Program – arterial and local pavement management
  - Sidewalk Repair and Handicap Ramp Reconstruction Program
  - Duportail Street Extension and Reconstruction
- **Utilities**
  - System improvements and upgrades
- **Other**
  - Revitalization Area for Industry, Science and Education (RAISE)
    - Robertson Road, Polar Way and portions of First Street completion
    - Electric infrastructure and fiber connectivity
  - Information Technology strategic planning

### **Partnerships**

We continue to be committed to our partners across the region, including our surrounding cities and counties. At Council’s request, staff spent considerable time discussing jail services and escalating costs with Benton County. Due to our efforts, as well as our city partners working towards solutions that help control costs, the county now estimates jail costs remaining steady for 2015. In addition, the county may use Criminal Justice Sales Tax to help offset some of the jail costs.

### **Vulnerabilities**

#### **Retirements**

The City has seen an increase in retirements in the last few years. That means we are facing a generational change in our workforce combined with the dynamics of a recovering economy. Cultivating leadership and staff skills at the City is a critical need, especially with two directors retiring from key positions in 2015. As leaders, we are continuing to identify strengths and gaps, developing core competencies, implementing professional development plans, and creating succession-plan strategies so that we are always prepared to serve our community no matter what challenges we may face.

#### **Multi-Agency Three Rivers Information and Communication Services (MATRICS)**

Over the last several years, efforts to improve public safety and emergency services within Benton and Franklin Counties have been explored. Specifically, examining the possibility of improved services through consolidation of the public safety answering points (PSAPs) commonly referred to as “dispatch or communications”. Benton and Franklin Counties have approved movement towards consolidation and a detailed agreement is expected in 2015. Additionally, we expect cost savings over time.

#### **Affordable Care Act**

The Affordable Care Act (ACA) continues to be an area of vulnerability for the City. By 2018, the City expects the Excise Tax to cost an additional \$1 million. By collaborating with employees, we hope to address this vulnerability.

### **Code Enforcement**

Code Enforcement continues to be an increasing focus as the City continues to age. The Police Department and City Attorney's Offices are working to strengthen a unified approach to Code Enforcement.

### **Conclusion**

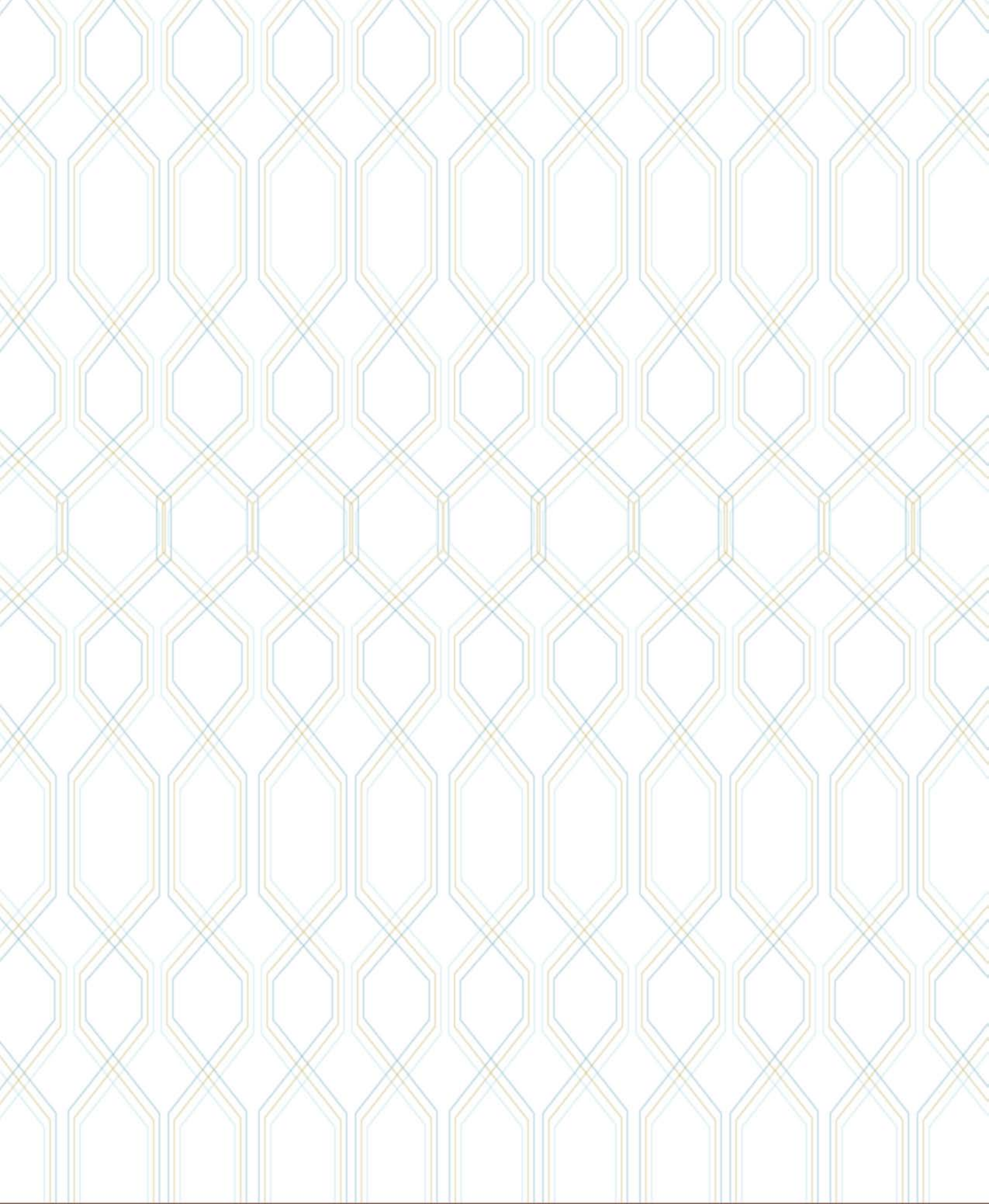
It is an exciting time in Richland to present a budget that is realistic and at the same time includes funding for our Waterfront District to create a **sense of place** and further expand our efforts in making Richland sustainable. As we continue to grow, we realize that safety is paramount to our citizens. With the new Criminal Justice Sales Tax revenue, we will be able to provide additional public safety resources, furthering our efforts to keep our citizens safe.

The hours of preparation that goes into balancing the budget is remarkable and the efforts of all staff involved is praiseworthy. I would like to thank the City Council for their guidance and support throughout the development of the budget. I am confident that with this budget we will deliver the services expected by our community and position ourselves for the future – for it is bright!

Respectfully submitted,

A handwritten signature in blue ink that reads "Cindy Johnson". The signature is fluid and cursive, with the first name "Cindy" being more prominent than the last name "Johnson".

Cindy Johnson  
City Manager ICMA-CM





# **FINANCIAL SUMMARY**



# City of Richland Financial Policies

The City of Richland financial policy is a mechanism to ensure that the City is financially able to meet its immediate and long-term service objectives. These policies also enhance financial planning and internal financial management of the City. Most of the policies represent long-standing principles and practices that have guided the City and have helped maintain financial stability in the past.

The City of Richland's financial policies shall focus on the following objectives:

- Maintain the City in a fiscally sound position for both the short and long terms.
- Maintain sufficient financial liquidity to meet normal operating and contingent obligations.
- Ensure that users of City services pay an appropriate share of the cost of providing those services.
- Protect the City from catastrophic loss.
- Maintain existing infrastructure and capital assets.
- Promote sound financial management by providing accurate and timely information on financial condition.
- Operate utilities in a responsive and fiscally sound manner.

## **Financial Reporting:**

A long-range plan that estimates revenue and expenditure activity for the City, based on regional and national economies is necessary to support the Council and community in decisions they make about City services. This planning recognizes the effects of economic cycles on the demand for services and the City's revenues.

## **General Fund:**

- The city shall prepare annually a five-year financial plan for General Fund operations based on current service levels and current funding sources. If appropriate, needed additional resources to continue current service levels or identified service adjustments will be made.
- The City will constantly test both its planning methodology and use of planning tools in order to provide information that is timely and accurate to users throughout the City.
- Monthly reports of the status of revenues and expenditures shall be distributed to the City Council, City Manager, department directors, and other interested parties.

- The City will publish regular General Fund status reports on revenues and expenditures during the course of each budget year.
- The City will maintain its accounting records and report on its financial condition and results of operations in accordance with State and federal law and regulations.
- The State Auditor will annually perform a financial and compliance audit of the City's financial statements. Their opinion will be contained in the City's Comprehensive Annual Financial Report (CAFR).
- The CAFR will be presented in a way designed to communicate with Citizens about the financial affairs of the city.

**Budget:**

The Administrative Services department is responsible for coordinating the overall preparation and administration of the City's annual budget. Each year Council will provide updated objectives for the Strategic Leadership Plan that will be used to develop the annual budget. Each budget request must identify the appropriate Key element, goal and objective to be considered for budget review. The Administrative Services and Finance division will ensure all requests submitted for review will support the City's long-term goals and objectives as identified in the Strategic Leadership Plan.

The annual budget process will consists of the following phases:

- Issuance of budget preparation guidelines and schedules.
- Summarize each budget request and identify related issues for council considerations.
- Develop a proposed budget for presentation to the Council.
- Council budget hearings for the purpose of receiving public testimony and reaching final decisions to balance the City's budget.
- Adoption of the budget.
- Submission of Council approved budget to the State Auditor's office.

**Fiscal Policy:**

- Operate the City on a balanced budget with current expenditures not exceeding current revenues.
- Maintain adequate reserve for unanticipated expenditures.
- Continue to build city tax base with emphasis on diversifying that base.
- Identify and use grants and other resources for major projects.

**Revenue:**

- Revenues shall be realistically estimated, based upon the best information available.
- The City will vigorously collect all revenues due.
- The City will establish user charges and fees at appropriate levels based on the cost of providing service.
- The City will review user fees and charges annually, amending fees as necessary to maintain consistency with the cost of providing service.

**Expenditure:**

- Expenditures shall be monitored and maintained within budgeted level.
- Appropriate service levels will be maintained.
- Recurring operating expenses shall be funded with recurring operating revenues.
- New or enhanced programs will be funded through either additional revenues or reductions in other services.

**Investment:**

- The City will strive to maximize the return on investment, with the primary objective of preserving capital in accordance with City ordinances and prudent investment practices.
- Disbursement, collection and deposit of all funds will be managed to ensure necessary cash availability.
- Funds will be deposited on the same day they are received.

**Debt Expenditure:**

- The City may use short-term debt to cover temporary cash flow shortages, which may be caused by a delay in receipting tax revenues or issuing long-term debt, to finance construction in capital improvements.
- The City may issue interfund loans rather than outside debt instruments to meet short-term cash flow needs. Interfund loans will be permitted only if an analysis of the affected fund indicates excess funds are available and the use of these funds will not impact the fund's current operations.
- The City will not use long-term debt for current operations.
- The City will maintain communications with bond rating agencies; will follow a policy of full and open disclosure on every financial report and bond prospectus.
- The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.

- Any capital project financed through the issuance of general obligation bonds shall be financed for a period which does not exceed the useful life of the project.
- Where possible, the City will use special assessment revenue instead of general obligation debt.

**Reserve:**

- The City shall maintain General Fund reserves equal to approximately 7.5 percent of projected annual operating expenditure.
- Any proposed reduction of the reserve level below the established base will require approval by a majority of the City Council.
- Reserve in excess of 7.5 percent will be earmarked for specific purposes in the General Fund. This will preserve the ability of the Council to determine the best use of available resources to meet changing service requirements.

**Asset Management:**

- The City will manage City-owned property proactively and strategically to promote the public interest and, whenever possible, to enhance the City's overall financial well-being.
- The City will be accountable to the public in its management of City property, and will maintain consistency and predictability to enhance private sector confidence in the City as a reliable development partner.

**Risk Management:**

- The City shall maintain a Workers Compensation Fund, Employee Benefits Fund and Unemployment Compensation Fund.
- Premium payment schedules shall be updated and rates revised as necessary.



ORDINANCE NO. 36-14

AN ORDINANCE of the City of Richland adopting the 2015 Annual Budget, including the 2015-2030 Capital Improvement Plan of the City of Richland.

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

Section 1. Budget Adopted. The Annual Budget of the City of Richland for the year 2015, including the 2015-2030 Capital Improvement Plan, and each and every fund thereof as fixed and determined in the Proposed Budget for the year 2015, as revised by the City Council is hereby adopted as the Budget of the City for the year 2015. The total appropriations for each of the funds of the City of Richland are as follows:

Funds	Total Estimated Revenues	Appropriated Beginning Fund Balances	Est. Revenues & Approp. Fund Balance	Total Appropriations
<b>General Fund</b>	\$ 48,005,308	\$ -	\$ 48,005,308	\$ 47,525,355
<b>Special Revenue Funds:</b>				
City Streets	2,339,560	614,973	2,954,533	2,954,533
Park Reserve	280,000		280,000	276,975
Industrial Development	1,059,689		1,059,689	915,353
Criminal Justice	58,043		58,043	47,724
PFD Facility Contingency	69,509		69,509	-
Criminal Justice Sales Tax	989,777		989,777	849,904
Hotel/Motel Tax	785,200		785,200	413,057
Special Lodging Assmnt	405,450		405,450	405,450
Community Dev. Block Grant	221,943		221,943	221,943
HOME	465,461		465,461	465,461
<b>Debt Service Funds:</b>				
LTGO Bonds	1,180,166	635,002	1,815,168	1,815,168
Fire Station 74	238,707		238,707	238,457
Police Station	272,588		272,588	263,623
Richland Community Center	342,463		342,463	331,208
Library Remodel	1,403,900		1,403,900	1,356,988
RAISE Area	564,256	92,702	656,958	656,958
LID Guaranty	3,500	146,510	150,010	150,010
Special Assessment	46,168		46,168	7,000
<b>Capital Projects Funds:</b>				
Streets Capital Projects	5,423,340		5,423,340	4,730,943
Capital Improvement	1,304,000	206,462	1,510,462	1,510,462
Fire Station #74 Capital Project	50,000		50,000	50,000
Parks Capital Projects	1,597,445		1,597,445	1,597,445

<b>Funds</b>	<b>Total Estimated Revenues</b>	<b>Appropriated Beginning Fund Balances</b>	<b>Est. Revenues &amp; Approp. Fund Balance</b>	<b>Total Appropriations</b>
<b>Enterprise Funds:</b>				
Electric	61,090,250	8,035,289	69,125,539	69,125,539
Water	14,581,983	355,026	14,937,009	14,937,009
Wastewater	15,994,135	579,316	16,573,451	16,573,451
Solid Waste	8,063,550	386,665	8,450,215	8,450,215
Stormwater	1,831,755		1,831,755	1,654,210
Golf Course	1,686,445	77,841	1,764,286	1,764,286
Medical Services	3,962,083		3,962,083	3,659,835
Broadband	262,844	20,581	283,425	283,425
<b>Internal Service Funds:</b>				
Central Stores	25,650		25,650	25,650
Equipment Maintenance	3,745,645		3,745,645	3,672,583
Equipment Replacement	2,132,149		2,132,149	1,239,522
Public Works Adm & Eng.	3,344,199		3,344,199	3,344,199
Workers Compensation	951,308		951,308	913,019
Employee Benefits	9,952,990		9,952,990	9,925,845
Unemployment	180,892		180,892	160,000
Post Employment Benefit	1,192,374		1,192,374	1,078,133
<b>Trust &amp; Agency Funds:</b>				
Fire Pension	449,515		449,515	435,728
Police Pension	517,075	4,533	521,608	521,608
Columbia Point Master Association	8,840	2,020	10,860	10,860
Southeast Communication Center	4,281,121	86,894	4,368,015	4,368,015
800 MHz Project	744,387	42,835	787,222	787,222
Emergency Management	101,825		101,825	101,825
Microwave	94,264		94,264	94,264
<b>Totals</b>	<b>\$ 202,301,752</b>	<b>\$ 11,286,649</b>	<b>\$213,588,401</b>	<b>\$ 209,910,460</b>

Section 2. Salaries and Wages. The total cumulative salaries and wages set forth in in the budget document represent the maximum approved expenditure, subject to the requirements and limitations set forth in the Compensation Plan for Unaffiliated employees and Collective Bargaining Agreements for Affiliated employees, or other contracts approved by Council. It is understood that, in the interests of operational efficiency and business need, the City Manager may amend salaries and wages within departments and divisions as long as the total labor budget is not exceeded.

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

PASSED by the City Council of the City of Richland at a regular meeting on the 18<sup>th</sup> day of November, 2014.

  
\_\_\_\_\_  
DAVID W. ROSE  
Mayor

ATTEST:

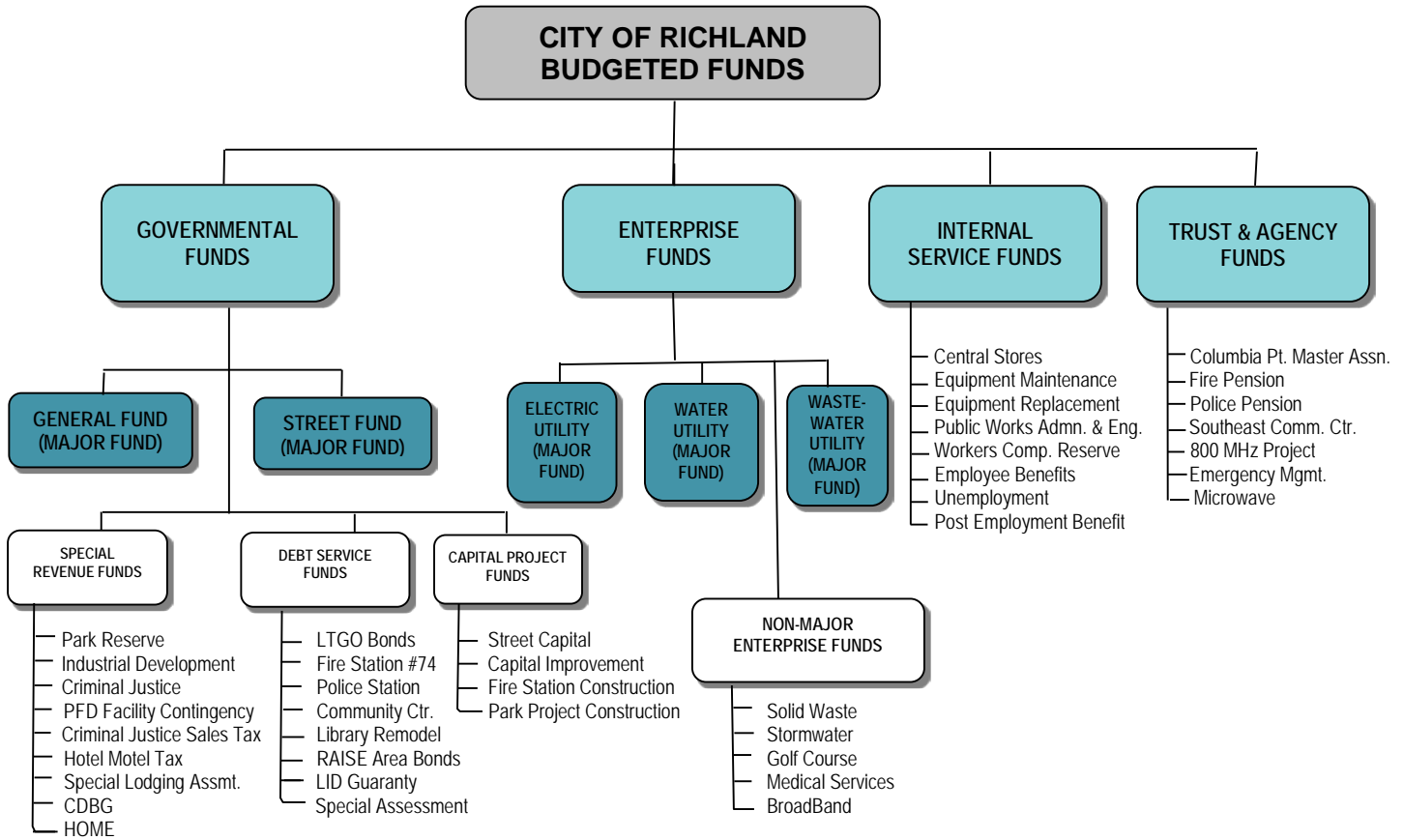
  
\_\_\_\_\_  
MARCIA HOPKINS  
City Clerk

APPROVED AS TO FORM:

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

Date Published: November 23, 2014

# CITY OF RICHLAND 2015 BUDGET FUND STRUCTURE



**MAJOR FUND DESCRIPTIONS:**

**GENERAL FUND:**

General Fund accounts for all financial resources of the general government, except those required to be accounted for in another fund. The General Fund generates the majority of its revenue from taxes, state and local – shared revenues and charges for services.

**STREET FUND:**

Street Fund accounts for all maintenance, operation, and repair activities of City streets. Revenues in the fund are comprised primarily of fuel tax, street utility charges, utility taxes and railroad track rental.

**ELECTRIC UTILITY:**

Electric Utility fund is used to account for the provision of electric service to the residents of the City. All activities necessary to provide such service are self supported by user charges and accounted for in this fund, including administration, operations, maintenance and debt service.

**WATER UTILITY:**

Water Utility fund is used to account for the provision of water service to the residents of the City. The fund accounts for administration, maintenance, operations and debt service of the Water Utility.

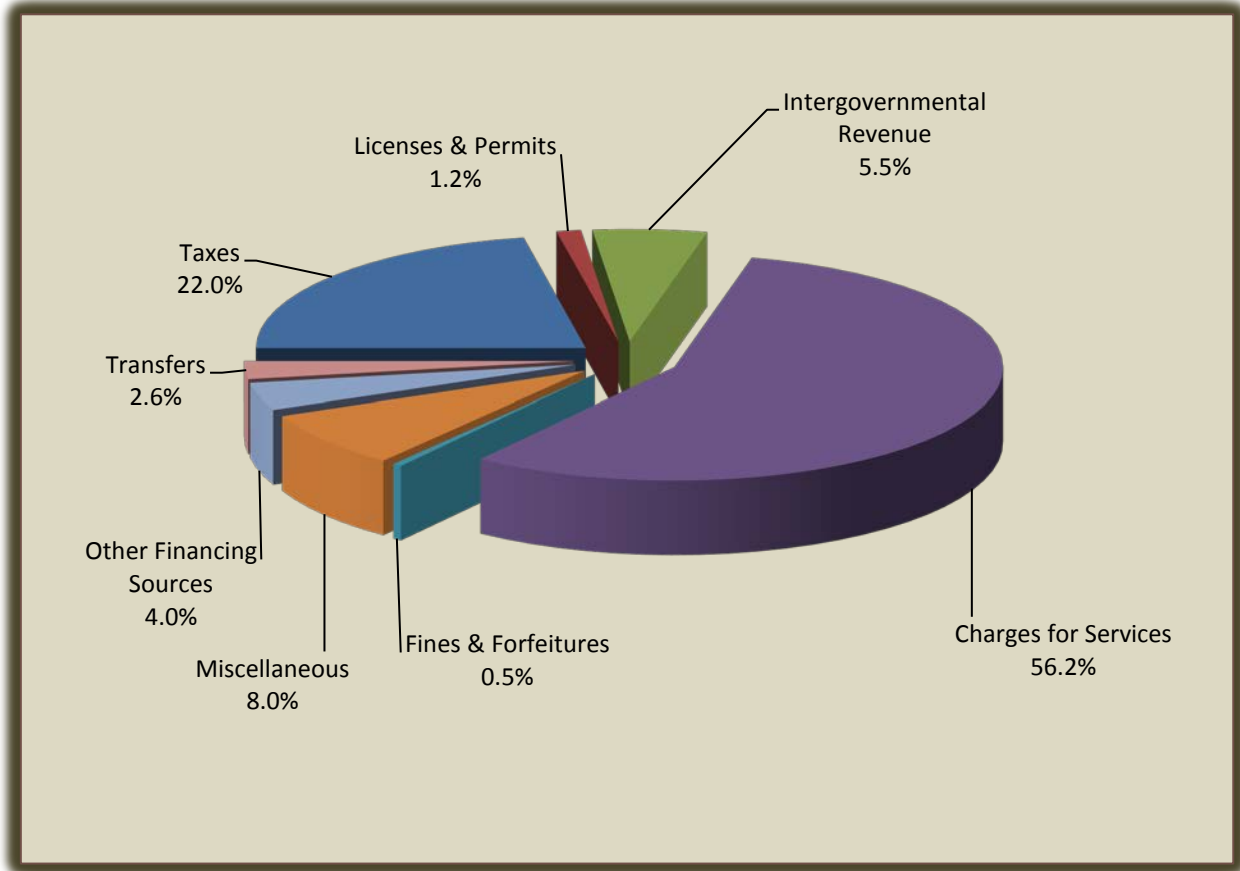
**WASTEWATER UTILITY:**

Wastewater Utility fund is used to account for the provision of wastewater treatment to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, maintenance, operations and debt service.

CITY OF RICHLAND  
2015 BUDGET SUMMARY - ALL FUNDS

FUND	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE
<b>General &amp; Special Revenue Funds</b>				
General	\$ -	\$ 48,005,308	\$ 47,525,355	\$ 479,953
City Streets	614,973	2,339,560	2,954,533	-
Park Reserve	-	280,000	276,975	3,025
Industrial Development	-	1,059,689	915,353	144,336
Criminal Justice	-	58,043	47,724	10,319
PFD Facility Contingency	-	69,509	-	69,509
Criminal Justice Sales Tax	-	989,777	849,904	139,873
Hotel/Motel Tax	-	785,200	413,057	372,143
Special Lodging Assmnt	-	405,450	405,450	-
Community Dev. Block Grant	-	221,943	221,943	-
Home	-	465,461	465,461	-
<b>Debt Service Funds</b>				
LTGO Bonds	635,002	1,180,166	1,815,168	-
Fire Station 74	-	238,707	238,457	250
Police Station	-	272,588	263,623	8,965
Richland Community Center	-	342,463	331,208	11,255
Library Remodel	-	1,403,900	1,356,988	46,912
RAISE Area	92,702	564,256	656,958	-
LID Guaranty	146,510	3,500	150,010	-
Special Assessment	-	46,168	7,000	39,168
<b>Capital Projects Funds</b>				
Streets Capital Projects	-	5,423,340	4,730,943	692,397
Capital Improvement	206,462	1,304,000	1,510,462	-
Fire Station #74 Capital Project	-	50,000	50,000	-
Parks Capital Projects	-	1,597,445	1,597,445	-
<b>Enterprise Funds</b>				
Electric	8,035,289	61,090,250	69,125,539	-
Water	355,026	14,581,983	14,937,009	-
Wastewater	579,316	15,994,135	16,573,451	-
Solid Waste	386,665	8,063,550	8,450,215	-
Stormwater	-	1,831,755	1,654,210	177,545
Golf Course	77,841	1,686,445	1,764,286	-
Medical Services	-	3,962,083	3,659,835	302,248
Broadband Utility	20,581	262,844	283,425	-
<b>Internal Service Funds</b>				
Central Stores	-	25,650	25,650	-
Equipment Maintenance	-	3,745,645	3,672,583	73,062
Equipment Replacement	-	2,132,149	1,239,522	892,627
Public Works Adm & Eng.	-	3,344,199	3,344,199	-
Workers Compensation	-	951,308	913,019	38,289
Employee Benefits	-	9,952,990	9,925,845	27,145
Unemployment	-	180,892	160,000	20,892
Post Employment Benefit	-	1,192,374	1,078,133	114,241
<b>Trust &amp; Agency Funds</b>				
Fire Pension	-	449,515	435,728	13,787
Police Pension	4,533	517,075	521,608	-
Columbia Point Master Association	2,020	8,840	10,860	-
Southeast Communication Center	86,894	4,281,121	4,368,015	-
800 MHz Project	42,835	744,387	787,222	-
Emergency Management	-	101,825	101,825	-
Microwave	-	94,264	94,264	-
<b>TOTAL</b>	<b>\$ 11,286,649</b>	<b>\$ 202,301,752</b>	<b>\$ 209,910,460</b>	<b>\$ 3,677,941</b>

# City of Richland 2015 Estimated Revenues - All Funds By Major Source



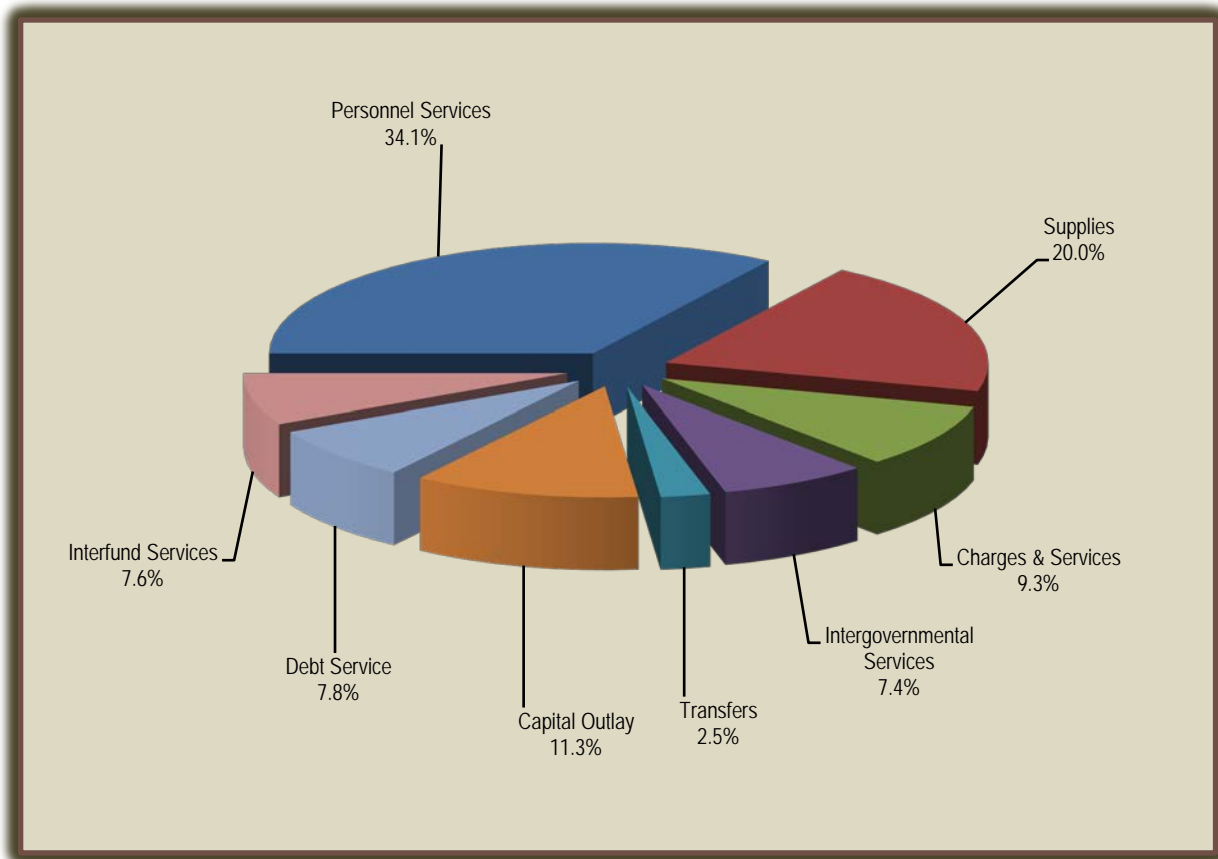
REVENUES BY SOURCE	TOTAL BY SOURCE	PERCENTAGE
Taxes	\$ 44,465,624	22.0%
Licenses & Permits	2,433,775	1.2%
Intergovernmental Revenue	11,332,417	5.5%
Charges for Services	113,698,152	56.2%
Fines & Forfeitures	915,850	0.5%
Miscellaneous	16,236,216	8.0%
Other Financing Sources	8,017,540	4.0%
Transfers	5,202,178	2.6%
Total Revenues	<u>202,301,752</u>	100.0%
Beginning Fund Balance	11,286,649	
Total	<u><u>\$ 213,588,401</u></u>	

**CITY OF RICHLAND 2015 BUDGET**  
**Summary of Estimated Revenue - All Funds**  
**By Major Source**

	Taxes	Licenses & Permits	Intergovernmental Revenues	Charges For Services	Fines & Forfeits	Miscellaneous	Other Financing Sources	Transfers	Beginning Fund Balance	Total Revenue
<b>General &amp; Special Revenue Funds</b>										
General	\$ 35,710,486	\$ 2,407,275	\$ 990,979	\$ 7,122,587	\$ 915,850	\$ 344,558	\$ 48,000	\$ 465,573	\$ -	\$ 48,005,308
City Streets	650,735	-	1,046,000	558,000	-	41,500	-	43,325	614,973	2,954,533
Park Reserve	-	-	-	90,000	-	190,000	-	-	-	280,000
Industrial Development	-	-	-	-	-	1,025,935	-	33,754	-	1,059,689
Criminal Justice	-	-	58,043	-	-	-	-	-	-	58,043
PFD Facility Contingency	-	-	69,509	-	-	-	-	-	-	69,509
Criminal Justice Sales Tax	989,777	-	-	-	-	-	-	-	-	989,777
Hotel/Motel Tax	775,200	-	-	-	-	10,000	-	-	-	785,200
Special Lodging Assmnt	405,000	-	-	-	-	450	-	-	-	405,450
Community Dev. Block Grant	-	-	221,943	-	-	-	-	-	-	221,943
Home	-	-	465,461	-	-	-	-	-	-	465,461
<b>Debt Service Funds</b>										
LTGO Bonds	-	-	-	-	-	29,063	-	1,151,103	635,002	1,815,168
Fire Station 74	-	-	-	-	-	250	-	238,457	-	238,707
Police Station	272,188	-	-	-	-	400	-	-	-	272,588
Richland Community Center	341,963	-	-	-	-	500	-	-	-	342,463
Library Remodel	1,401,400	-	-	-	-	2,500	-	-	-	1,403,900
RAISE Area	563,256	-	-	-	-	1,000	-	-	92,702	656,958
LID Guaranty	-	-	-	-	-	3,500	-	-	146,510	150,010
Special Assessment	-	-	-	-	-	46,168	-	-	-	46,168
<b>Capital Projects Funds</b>										
Streets Capital Projects	-	-	3,215,440	160,000	-	-	-	2,047,900	-	5,423,340
Capital Improvement	1,300,000	-	-	-	-	4,000	-	-	206,462	1,510,462
Fire Station #74 Capital Project	-	-	-	-	-	-	-	50,000	-	50,000
Parks Capital Projects	-	-	978,380	-	-	353,380	-	265,685	-	1,597,445
<b>Enterprise Funds</b>										
Electric	-	-	195,900	60,304,900	-	584,050	5,400	-	8,035,289	69,125,539
Water	-	-	-	13,550,283	-	216,700	765,000	50,000	355,026	14,937,009
Wastewater	-	-	-	8,801,635	-	113,090	7,079,410	-	579,316	16,573,451
Solid Waste	-	-	-	7,972,150	-	91,400	-	-	386,665	8,450,215
Stormwater	-	-	-	1,773,000	-	58,755	-	-	-	1,831,755
Golf Course	-	-	-	1,132,933	-	497,112	-	56,400	77,841	1,764,286
Medical Services	34,019	-	10,208	3,337,751	-	64,124	-	515,981	-	3,962,083
Broadband Utility	-	-	-	-	-	152,844	-	110,000	20,581	283,425
<b>Internal Service Funds</b>										
Central Stores	-	-	-	150	-	25,500	-	-	-	25,650
Equipment Maintenance	-	-	-	3,741,845	-	3,800	-	-	-	3,745,645
Equipment Replacement	-	-	-	1,838,219	-	58,150	61,780	174,000	-	2,132,149
Public Works Adm & Eng.	-	26,500	-	3,314,699	-	3,000	-	-	-	3,344,199
Workers Compensation	-	-	-	-	-	951,308	-	-	-	951,308
Employee Benefits	-	-	-	-	-	9,902,990	50,000	-	-	9,952,990
Unemployment	-	-	-	-	-	180,892	-	-	-	180,892
Post Employment Benefit	-	-	-	-	-	1,187,374	5,000	-	-	1,192,374
<b>Trust &amp; Agency Funds</b>										
Fire Pension	350,000	-	64,628	-	-	32,687	2,200	-	-	449,515
Police Pension	-	-	500,000	-	-	16,325	750	-	4,533	521,608
Columbia Point Master Association	-	-	-	-	-	8,840	-	-	2,020	10,860
Southeast Communication Center	1,671,600	-	2,579,521	-	-	30,000	-	-	86,894	4,368,015
800 MHz Project	-	-	743,316	-	-	1,071	-	-	42,835	787,222
Emergency Management	-	-	98,825	-	-	3,000	-	-	-	101,825
Microwave	-	-	94,264	-	-	-	-	-	-	94,264
<b>Total Estimated Revenues By Major Source</b>	<b>\$ 44,465,624</b>	<b>\$ 2,433,775</b>	<b>\$ 11,332,417</b>	<b>\$ 113,698,152</b>	<b>\$ 915,850</b>	<b>\$16,236,216</b>	<b>\$8,017,540</b>	<b>\$5,202,178</b>	<b>\$ 11,286,649</b>	<b>\$ 213,588,401</b>

# City of Richland

## 2015 Estimated Expenditures - All Funds By Major Object



<b>EXPENDITURES BY OBJECT</b>	<b>TOTAL BY OBJECT</b>	<b>PERCENTAGE</b>
Personnel Services	\$ 71,681,329	34.1%
Supplies	41,953,491	20.0%
Charges & Services	19,537,955	9.3%
Intergovernmental Services	15,581,477	7.4%
Transfers	5,202,178	2.5%
Capital Outlay	23,708,175	11.3%
Debt Service	16,375,133	7.8%
Interfund Services	15,870,722	7.6%
Total Expenditures	209,910,460	100.0%
Other Expense / Reserves	3,677,941	
<b>Total</b>	<b>\$ 213,588,401</b>	

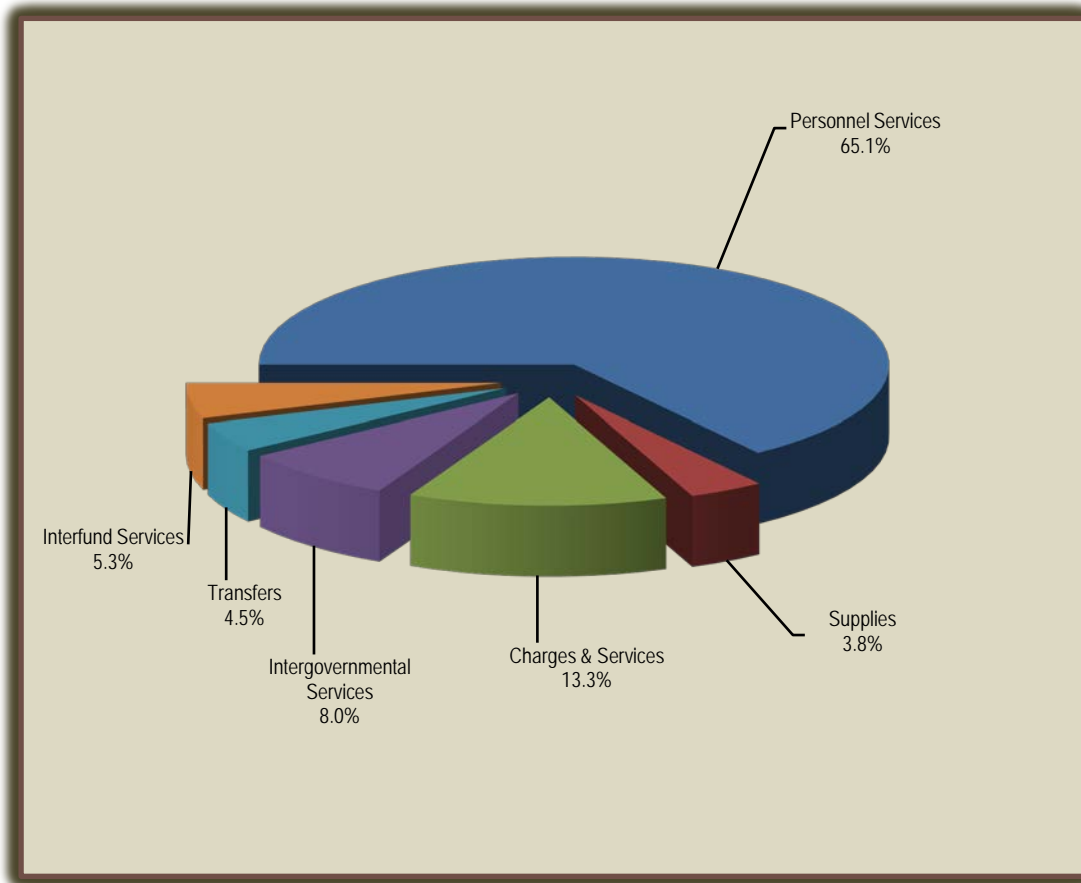


**CITY OF RICHLAND 2015 BUDGET**  
**Summary of Estimated Expenditures - All Funds**  
**By Major Object**

	Personnel Services	Supplies	Other Services & Charges	Intergovernmental Services	Transfers	Capital Outlay	Debt Service	Interfund Services	Other Expense Reserves	Total Expenditures
<b>General &amp; Special Revenue Funds</b>										
General	\$ 30,937,354	\$ 1,833,930	\$ 6,312,303	\$ 3,799,857	\$ 2,129,333	\$ -	\$ -	\$ 2,512,578	\$ 479,953	\$ 48,005,308
City Streets	1,113,185	311,196	66,145	-	532,397	43,325	-	888,285	-	2,954,533
Park Reserve	-	-	20,000	-	256,975	-	-	-	3,025	280,000
Industrial Development	272,569	2,500	365,649	10,403	169,679	-	94,553	-	144,336	1,059,689
Criminal Justice	-	-	-	-	47,724	-	-	-	10,319	58,043
PFD Facility Contingency	-	-	-	-	-	-	-	-	69,509	69,509
Criminal Justice Sales Tax	501,521	11,803	22,487	1,636	224,000	27,467	-	60,990	139,873	989,777
Hotel/Motel Tax	-	-	189,887	125,000	98,170	-	-	-	372,143	785,200
Special Lodging Assmnt	-	-	405,450	-	-	-	-	-	-	405,450
Community Dev. Block Grant	53,081	200	168,662	-	-	-	-	-	-	221,943
Home	53,081	50	412,330	-	-	-	-	-	-	465,461
<b>Debt Service Funds</b>										
LTGO Bonds	-	-	-	-	-	-	1,815,168	-	-	1,815,168
Fire Station 74	-	-	-	-	-	-	238,457	-	250	238,707
Police Station	-	-	-	-	-	-	263,623	-	8,965	272,588
Richland Community Center	-	-	-	-	-	-	331,208	-	11,255	342,463
Library Remodel	-	-	-	-	-	-	1,356,988	-	46,912	1,403,900
RAISE Area	-	-	-	-	-	-	656,958	-	-	656,958
LID Guaranty	-	-	-	10	150,000	-	-	-	-	150,010
Special Assessment	-	-	-	-	-	-	7,000	-	39,168	46,168
<b>Capital Projects Funds</b>										
Streets Capital Projects	-	-	-	-	-	4,730,943	-	-	692,397	5,423,340
Capital Improvement	-	-	-	-	1,510,462	-	-	-	-	1,510,462
Fire Station #74 Capital Project	-	-	-	-	-	50,000	-	-	-	50,000
Parks Capital Projects	-	-	200,000	-	-	1,397,445	-	-	-	1,597,445
<b>Enterprise Funds</b>										
Electric	7,715,850	36,291,300	5,579,505	6,643,284	30,000	4,759,000	5,139,600	2,967,000	-	69,125,539
Water	2,441,149	294,992	1,197,227	2,349,057	20,000	2,426,560	3,687,624	2,520,400	-	14,937,009
Wastewater	2,445,733	288,645	569,349	1,178,371	5,000	8,419,410	1,966,632	1,700,311	-	16,573,451
Solid Waste	2,904,251	80,700	400,937	1,040,619	-	675,180	132,738	3,215,790	-	8,450,215
Stormwater	216,608	21,091	89,236	196,739	-	100,000	167,162	863,374	177,545	1,831,755
Golf Course	-	-	1,380,784	11,000	-	56,400	316,102	-	-	1,764,286
Medical Services	2,778,883	204,930	96,021	112,898	-	-	-	467,103	302,248	3,962,083
Broadband Utility	-	-	28,200	13,000	28,438	23,845	184,942	5,000	-	283,425
<b>Internal Service Funds</b>										
Central Stores	-	25,650	-	-	-	-	-	-	-	25,650
Equipment Maintenance	931,109	2,538,181	94,526	-	-	-	-	108,767	73,062	3,745,645
Equipment Replacement	-	-	161,544	-	-	997,600	16,378	64,000	892,627	2,132,149
Public Works Adm & Eng.	3,138,391	34,770	137,318	-	-	-	-	33,720	-	3,344,199
Workers Compensation	677,000	-	132,500	-	-	-	-	103,519	38,289	951,308
Employee Benefits	9,774,121	-	44,650	-	-	-	-	107,074	27,145	9,952,990
Unemployment	160,000	-	-	-	-	-	-	-	20,892	180,892
Post Employment Benefit	1,063,133	-	15,000	-	-	-	-	-	114,241	1,192,374
<b>Trust &amp; Agency Funds</b>										
Fire Pension	412,742	450	11,300	-	-	-	-	11,236	13,787	449,515
Police Pension	497,802	450	11,800	-	-	-	-	11,556	-	521,608
Columbia Point Master Assn.	-	-	10,860	-	-	-	-	-	-	10,860
Southeast Communication Ctr.	3,485,236	8,983	568,807	98,403	-	-	-	206,586	-	4,368,015
800 MHz Project	53,570	-	722,257	-	-	-	-	11,395	-	787,222
Emergency Management	47,331	3,070	42,023	1,200	-	1,000	-	7,201	-	101,825
Microwave	7,629	600	81,198	-	-	-	-	4,837	-	94,264
<b>Total Estimated Expenditures By Major Object</b>	<b>\$ 71,681,329</b>	<b>\$ 41,953,491</b>	<b>\$ 19,537,955</b>	<b>\$ 15,581,477</b>	<b>\$ 5,202,178</b>	<b>\$ 23,708,175</b>	<b>\$ 16,375,133</b>	<b>\$ 15,870,722</b>	<b>\$ 3,677,941</b>	<b>\$ 213,588,401</b>

# City of Richland

## 2015 Estimated Expenditures - General Fund By Major Object



<b>EXPENDITURES BY OBJECT</b>	<b>TOTAL BY OBJECT</b>	<b>PERCENTAGE</b>
Personnel Services	\$ 30,937,354	65.1%
Supplies	1,833,930	3.8%
Charges & Services	6,312,303	13.3%
Intergovernmental Services	3,799,857	8.0%
Transfers	2,129,333	4.5%
Interfund Services	2,512,578	5.3%
Total Expenditures	<u>47,525,355</u>	<u>100.0%</u>
Other Expense / Reserves	479,953	
Total	<u><u>\$ 48,005,308</u></u>	

**City of Richland 2015 Budget**  
**Summary of Estimated Expenditures - General Fund**  
**By Major Object**

Divisions	Personnel Services	Supplies	Charges & Services	Intergovern- mental Services	Transfers	Interfund Services	Other Expense Reserves	Total
<b>City Council:</b>								
City Council	\$ 114,131	\$ 4,000	\$ 65,731	\$ -	\$ -	\$ -	\$ -	\$ 183,862
<b>City Administration:</b>								
City Manager	301,307	2,300	139,573	-	-	-	-	443,180
City Clerk	213,274	800	15,581	78,000	-	-	-	307,655
City Attorney	273,270	1,360	396,342	741,600	-	-	-	1,412,572
Assistant City Manager	234,178	18,500	22,282	-	-	-	-	274,960
Communications & Marketing	355,708	3,250	66,156	-	-	-	-	425,114
Cable Communications	169,465	6,550	22,728	-	-	8,688	-	207,431
Hanford Communities	161,663	1,950	50,750	-	-	-	-	214,363
Information Technology	2,075,894	736,698	887,392	-	-	7,133	-	3,707,117
<b>Total Administration</b>								<b><u>6,992,392</u></b>
<b>Administrative Services:</b>								
Administrative Services Admn.	429,702	750	6,532	-	-	-	-	436,984
Finance	1,947,065	39,755	584,188	-	-	5,961	-	2,576,969
Purchasing & Warehouse	844,490	6,150	30,365	-	-	12,833	-	893,838
Human Resources	858,183	14,060	150,282	-	-	-	-	1,022,525
<b>Total Administrative Services</b>								<b><u>4,930,316</u></b>
<b>Community &amp; Development Services:</b>								
Community & Dev. Services Admn.	372,833	1,100	64,731	-	-	-	-	438,664
Development Services	1,247,166	7,000	176,083	90,130	-	63,026	-	1,583,405
Redevelopment	235,535	2,250	41,590	-	-	-	-	279,375
Parks & Recreation - Admin	206,038	100	17,378	-	-	-	-	223,516
Recreation	994,295	35,200	165,816	1,500	-	5,091	-	1,201,902
Parks & Facilities	2,325,309	380,582	1,648,708	108,250	-	571,088	-	5,033,937
Parks & Rec Project Admin	427,413	3,500	4,375	-	-	5,150	-	440,438
Library	1,564,975	290,857	161,213	2,300	-	500	-	2,019,845
<b>Total Community &amp; Development Services</b>								<b><u>11,221,082</u></b>
<b>Fire &amp; Emergency Services:</b>								
Fire & Emergency Svcs	6,200,457	66,365	449,675	81,512	-	251,819	-	7,049,828
<b>Police Services:</b>								
Police Services	9,385,003	198,953	266,121	2,182,565	-	601,550	-	12,634,192
<b>Other Operations:</b>								
Non-Departmental	-	11,900	878,711	514,000	2,129,333	979,739	479,953	4,993,636
<b>Total Estimated</b>	<b><u>\$ 30,937,354</u></b>	<b><u>\$ 1,833,930</u></b>	<b><u>\$ 6,312,303</u></b>	<b><u>\$ 3,799,857</u></b>	<b><u>\$ 2,129,333</u></b>	<b><u>\$ 2,512,578</u></b>	<b><u>\$ 479,953</u></b>	<b><u>\$48,005,308</u></b>

## City of Richland Major Tax Sources

Tax Sources	Tax Base	Tax Rate	FY 2015 Budget	Collection Procedure	
Local Property Tax	Assessed value of taxable real and personal property at 100% of true and fair value	Levy per \$1,000 A V:			Paid by owners: 50% due April 30 and balance due October 31
		*General	2.6154	14,474,719	
		Special	0.3616	1,991,652	
		<b>Total</b>	<b>2.9770</b>	<b>16,466,371</b>	
Local Retail Sales & Use Taxes	Selling price of tangible personal property & certain services purchased by consumers Revenue distributed to General, Criminal Justice Sales Tax, and RAISE Funds	State	6.50%		Paid by purchaser to retailer who forwards to Washington State Department of Revenue; State distributes to local governments
		County	0.15%		
		County-Juvenile Detention	0.10%		
		City-Richland	0.85%	9,153,276	
		Criminal Justice	0.10%	917,347	
		2015-Criminal Justice	0.30%	989,777	
		Transit	0.60%		
<b>Total</b>	<b>8.60%</b>	<b>11,060,400</b>			
Utility Tax	Gross operating revenue of public & privately owned public utilities Revenues distributed to General and Street Funds.	Water	12.26%	1,622,163	Paid to City by utility service provider.
		Wastewater	10.50%	893,255	
		Solidwaste	10.50%	807,968	
		Electric	8.50%	4,123,618	
		Stormwater	8.50%	146,907	
		Ambulance	1.00%	34,019	
		Telephone	8.50%	1,970,698	
		Natural Gas	8.50%	681,951	
		Brokered Natural Gas	8.50%	375,370	
		Cable	7.50%	625,400	
<b>Total</b>		<b>11,281,349</b>			
Leasehold Tax	Rental value of leased publicly owned property	State Tax Rate 12.84% City and County collect 6 percent of 12.84%	12.84%	220,000	Paid by lessees and sent to Dept. of Revenue
Gambling Tax	Gross revenue less the amount paid for prizes	Pull tabs	5.00%	250,000	Paid by sponsor
		Punch boards	5.00%		
		Bingo	5.00%		
		Card Games	10.00%		
Real Estate Excise Tax (REET)	Sales of real property	City - REET 1	0.25%	650,000	Paid by sellers when affidavit is recorded
		City - REET 2	0.25%	650,000	
Hotel Motel Tax	Charges for furnishing lodging at hotels, motels, and similar establishments	City - First	2.00%	387,600	Paid to retailers who forward tax to Dept. of revenue. State distributes to local governments.
		City - Second	2.00%	387,600	

\*General Levy includes taxes for General Fund, Fire Pension Fund and RAISE Fund

# City of Richland

## Major Revenue Sources

### **General Governmental Revenue:**

General governmental revenues are the sources of funds that pay for general services provided by the City, which include fire, police, administrative services, street maintenance, parks and facility maintenance, and library. Taxes provide the most significant source of revenue for the governmental funds, followed by charges for services, licenses and permits and intergovernmental revenues. This section will provide a discussion of the key factors affecting revenues for the 2015 budget year.

### **PROPERTY TAX – REGULAR LEVY**

The City's property tax is levied based on the assessed property value from the previous year as determined by the Benton County Assessor's Office. The office of the Benton County Treasurer is responsible for both billing and collecting all property taxes.

Each year Council sets the property tax levy as part of the annual budget process. Pursuant to legislation adopted by the State in 2007, annual property tax increases are capped at one percent. Tax revenue generated from new construction, newly annexed property, increases in the value of State assessed property and administrative refunds are exempted from the one percent cap. A jurisdiction can also elect to use "banked capacity", which is defined as the difference between the maximum amount a jurisdiction could have levied under the law and the amount it actually levies each year.

Council elected not to levy the allowable one percent increase in property tax for 2015. The ad valorem property tax levy was adopted at the 2014 level plus the amount resulting from new construction, annexation, administrative refunds and increases in the value of State assessed property.

Based on the total assessed value of \$5,534,363,683, in 2015 the City of Richland will have a General Fund, RAISE and Fire Pension levy of \$2.6154 per \$1,000 dollars of assessed valuation. The regular levy for 2015 is \$14,474,719. The levy will generate \$13,980,719 in property taxes for the General Fund, \$144,000 for the RAISE Fund and \$350,000 for the Fire Pension Fund. The following table presents the adopted budget for property tax which is based on collecting approximately 98 percent of the levy in the current year.

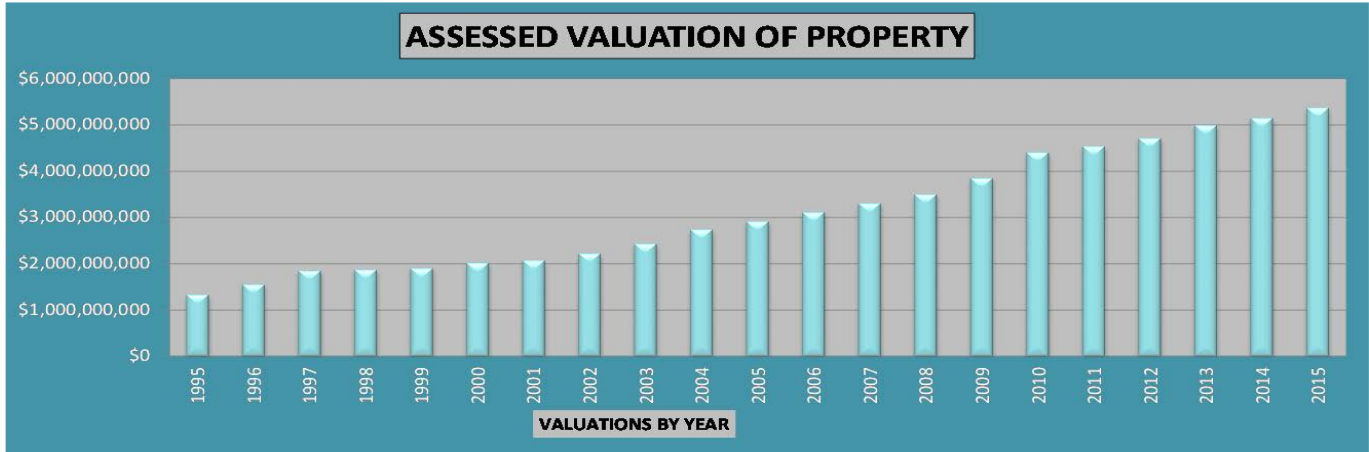
### **Property Tax –General Levy (includes Fire Pension and RAISE)**

General Levy by Fund	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
General Fund	12,874,483	13,246,552	13,395,815	13,787,789	391,974	2.9%
Raise Area Debt Service Fund	68,769	120,000	120,000	144,000	24,000	20.0%
Fire Pension Fund	275,000	350,000	350,000	350,000	-	0.0%
<b>Total</b>	<b>13,218,252</b>	<b>13,716,552</b>	<b>13,865,815</b>	<b>14,281,789</b>	<b>415,974</b>	<b>3.0%</b>

Calculation of 2015 Property Tax

Actual amount levied in previous year	\$ 14,105,610
Levy on:	
Value of new construction, improvements	360,863
Increase/(Decrease) in value of State assessed	3,943
Administrative Refund	4,303
Total Regular Levy for 2015	<u>\$ 14,474,719</u>

The following graph provides historical valuations of city property from 1995 to 2015.



The following table presents the history of property tax collections for the General Levy 1995 through 2014.

ACTUAL PROPERTY TAX COLLECTIONS					
YEAR	GENERAL FUND	FIRE PENSION FUND	RAISE DEBT SERVICE FUND	TOTAL	ASSESSED VALUATION OF PROPERTY
1995	4,317,114	276,199	-	4,593,313	1,558,201,000
1996	4,863,853	319,173	-	5,183,026	1,853,435,000
1997	5,254,889	351,854	-	5,606,743	1,878,039,000
1998	5,655,797	358,043	-	6,013,840	1,903,658,000
1999	6,530,189	362,199	-	6,892,388	2,021,625,000
2000	6,729,304	415,500	-	7,144,804	2,078,459,000
2001	7,195,079	247,000	-	7,442,079	2,228,702,000
2002	7,629,691	247,000	-	7,876,691	2,436,531,000
2003	8,113,516	247,000	-	8,360,516	2,745,969,000
2004	8,885,544	247,000	-	9,132,544	2,915,838,063
2005	9,305,105	247,000	-	9,552,105	3,115,600,863
2006	9,856,883	247,000	-	10,103,883	3,309,521,098
2007	10,602,531	288,000	-	10,890,531	3,501,040,508
2008	10,888,009	300,000	-	11,188,009	3,852,869,332
2009	11,501,192	350,000	-	11,851,192	4,405,555,654
2010	11,958,854	350,000	-	12,308,854	4,536,131,221
2011	12,323,521	310,000	-	12,633,521	4,711,097,355
2012	12,615,011	291,650	55,974	12,962,635	4,992,272,077
2013	13,092,855	275,000	68,769	13,436,624	5,147,604,881
*2014	13,344,522	260,000	125,424	13,729,946	5,369,208,018

\*2014 is estimated

**PROPERTY TAX – SPECIAL LEVY**

In addition to the regular property tax levy, the City levies special voted property taxes for the debt service on: Police Station Facility, Richland Community Center and Library Construction bonds. In 2015, the special levy property taxes total \$1,991,652 at the rate of \$0.3616 per \$1,000 assessed value. The estimated assessed valuation for the special levy is \$5,507,425,895.

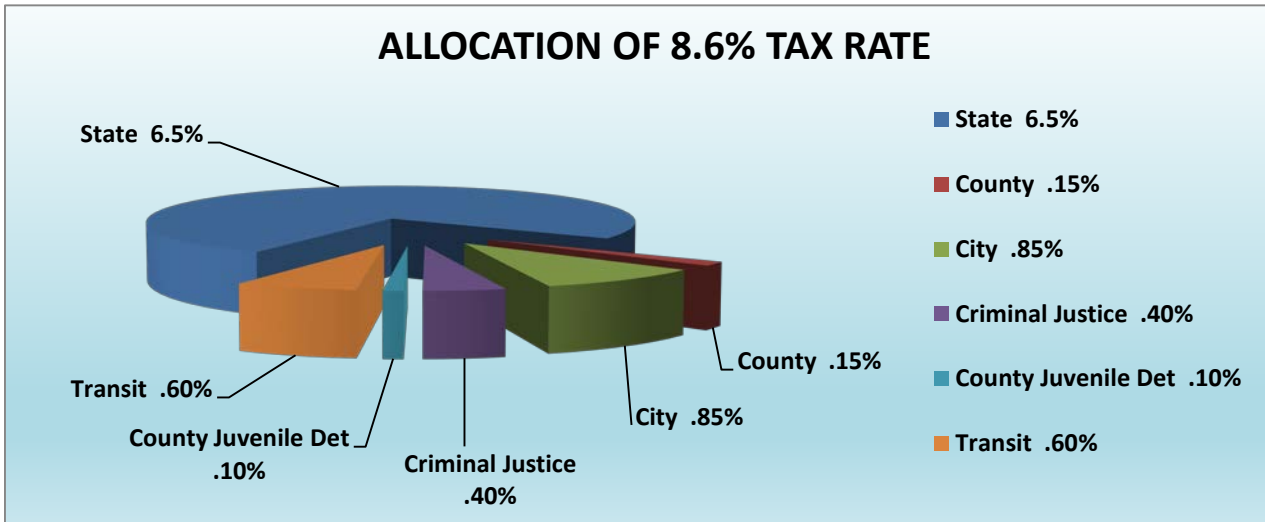
The following table shows historical comparison of the City’s regular and special property tax levy rates.

**Property Tax Levy Rates**

PROPERTY TAX	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
<b>General Levy</b>	\$ 2.6154	\$ 2.6271	\$ 2.6115	\$ 2.6110	\$ 2.6770	\$ 2.7079	\$ 2.7141	\$ 2.9296	\$ 3.0829	\$ 3.0686	\$ 3.0677
<b>Special Levy:</b>											
Police Station	0.0488	0.0490	0.0526	0.0547	0.0578	0.0601	0.0585	0.0728	0.0793	0.0847	0.0822
Richland Community Ctr.	0.0614	0.0610	0.0636	0.0653	0.0704	0.0723	0.0718	0.0854	0.0936	0.0987	0.0879
Richland Library	0.2514	0.2469	0.2420	0.2344	0.2067	0.2599	0.2533	0.2322	0	0	0
<b>Total Special Levy</b>	0.3616	0.3569	0.3582	0.3544	0.3349	0.3923	0.3836	0.3904	0.1729	0.1834	0.1701
<b>Total Levy</b>	\$ 2.9770	\$ 2.9840	\$ 2.9697	\$ 2.9654	\$ 3.0119	\$ 3.1399	\$ 3.1392	\$ 3.3675	\$ 3.3072	\$ 3.3071	\$ 3.2941

**SALES & USE TAXES**

Sales tax is the General Fund’s second largest single source of revenue. In November of 2014, voters approved a criminal justice sales tax of 3/10 of one percent which increased the retail sales tax rate charged in Richland to 8.6 percent. In 2003 the state enacted a 3/10 of one percent sales tax on the purchase or lease of new or used vehicles, which is in addition to the regular sales tax rate. The City share of the 8.6 percent is 0.85 percent, calculated as follows: The City has a local sales and use tax rate of up to 1.0 percent to fund general government programs. Of the 1.0 percent, 0.15 percent is passed onto the County per State law. Sales tax is imposed on personal and business purchases of tangible property. Retail sales tax is also assessed on some services such as repairs and construction. Sales taxes are remitted by businesses to the Washington State Department of Revenue who in turn distributes the funds to local governments on a monthly basis. The breakdown of the 8.6 percent tax is depicted in the following graph.



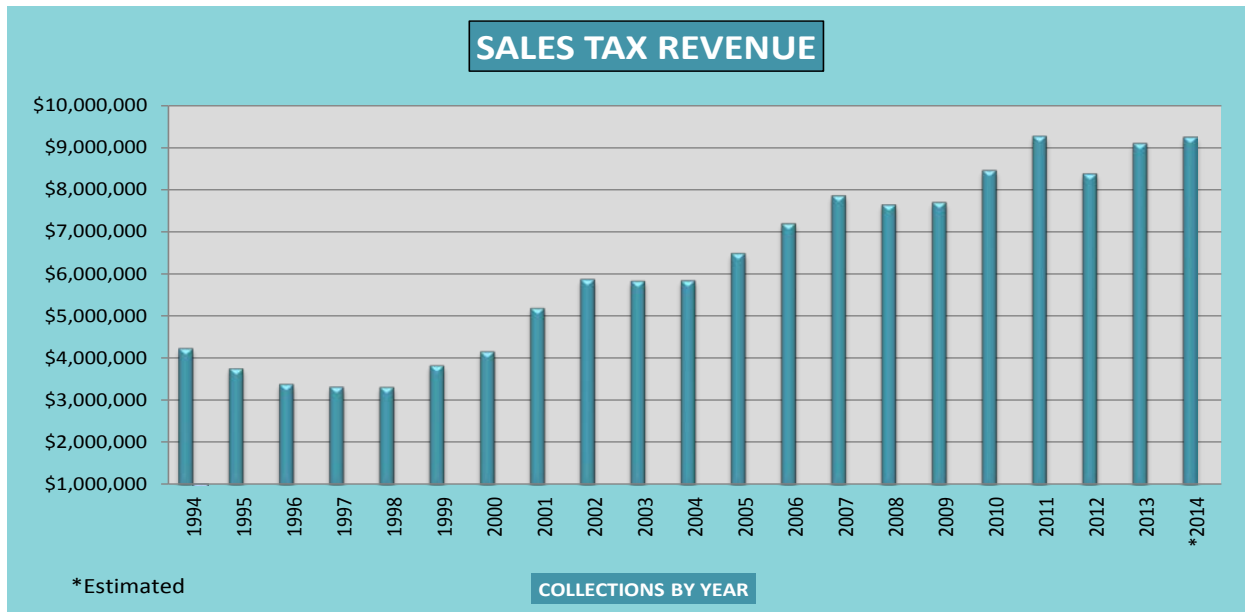
The preliminary estimates for 2014 sales tax revenue reflects a significant increase over 2013 collections. The expected increase is likely attributed to retail growth in Vintner Square as well as significant construction activity in 2014. The consistent growth in the 2013 and 2014 revenue may indicate the revenue stream is becoming more stable as our retail activity escalates. The number of commercial businesses in Richland has grown significantly in recent years as the continued development at Vintner Square has resulted in many new retail stores. From a historical perspective, revenue receipts from 2004 to 2013 reflect eight years with growth and two years where revenues declined. The most significant decline was in 2012, when revenues marked a 9.6 percent decrease. The decrease followed a 9.7 percent increase in 2011, which was due largely to the state’s one time amnesty program that provided a short window for Washington businesses to pay delinquent taxes without being assessed the late fees. Richland realized a gain of more than \$557,000 from the amnesty program.

The City was approved by the State for Local Revitalization Financing (LRF) in 2009, allowing the City to receive a portion of the incremental *State* sales tax generated as a result of new business and construction in the RAISE area. The tax must be used to pay debt service on bonds that were issued in 2013 to fund City infrastructure within the RAISE area. In addition, a portion of incremental local sales and property taxes generated by the City and the county in the RAISE area provide the required local matching funds. Beginning in 2012 a portion of the City’s incremental sales tax revenue is receipted into the RAISE debt service fund. In 2015 the RAISE area is expected to generate retail and construction related sales tax from the City in the amount of \$46,056 and an additional \$330,000 from the State.

Sales & Use Tax	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
General Fund	8,855,643	8,973,800	9,070,500	9,107,220	36,720	0.4%
Raise Area Debt Service Fund	236,833	171,822	171,822	46,056	(125,766)	-73.2%
<b>Total</b>	<b>9,092,476</b>	<b>9,145,622</b>	<b>9,242,322</b>	<b>9,153,276</b>	<b>(89,046)</b>	<b>-1.0%</b>

The following graph illustrates the history of sales tax revenue collected from 1994 to 2014.





**SALES TAX - CRIMINAL JUSTICE**

In 1995, the County levied 1/10 of one percent additional sales tax for criminal justice expenditures. In 2014, voters approved an additional 3/10 of one percent sales tax for criminal justice expense. The increase approved in 2014 will lapse after ten years and the revenues and associated expenditures will be tracked in a new special revenue fund. The 1/10 of one percent increase that became effective in 1995 will continue to be credited to the General Fund to support public safety. Effective January 1, 2014 the sales tax rate for the City is 8.6 percent of which 4/10 of one percent is allocated for criminal justice. This revenue follows the same historical collection pattern as the general sales tax explained above. The 2015 revenue estimate reflects a 1% increase over 2014 collections.

Sales Tax Criminal Justice	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
General Fund	889,801	899,360	908,354	917,347	8,993	1.0%

**UTILITY TAXES**

Utility taxes are taxes levied on the gross operating revenues earned by private and public utilities from operations within the City limits and by the City’s own municipal utilities. Utilities on which taxes are levied include electric, water, sewer, solid waste, storm water, ambulance, gas, brokered natural gas, telephone and cable TV. These taxes represent a stable revenue source, but can be impacted by a number of different factors, including the economy, technology, utility rate increases, weather and other fluctuations that impact the utility’s rate revenue. The table below presents the current rate structure for the City utility taxes.

Source	Rate	Year Effective
Electric	8.5%	1996
Water	12.3%	2012
Sewer	10.5%	1996
Solid Waste	10.5%	1996
Storm Water	8.5%	1998
Gas	8.5%	1996
Brokered Natural Gas	8.5%	2009
Cable TV	7.5%	1996
Telephone	8.5%	1996
Ambulance	1.0%	2006

Council, as the governing body of the City, has the authority to set rates for utility tax. However most increases to the initial tax have been the result of ballot issues approved by the citizens. In May of 1990, voters approved a 1.52 percent increase to utility tax, proceeds of which are dedicated to maintenance and operating expense of the Fire Department. In September of 1996 a .98 percent increase was approved by the voters to fund street repairs and additional police patrol. In 2012 council approved a water utility tax rate increase of 1.76% to offset the cost to the General Fund for providing water for fire protection services. General Fund receives the tax revenue and in turn pays the Water Fund for the water.

In 2014 the ambulance utility tax was reallocated from the General Fund to the Medical Services Fund. The remaining utility tax is credited monthly to the General and Street Funds. The 8.5 percent electric utility tax rate was adopted in 1996 but had not been fully applied to subsequent rate increases in the electric utility. Rates varied across the nine customer classes with the average customer paying 6.7%. In 2014 the rates were trued up which resulted in an increase of approximately 1.1 percent which generated approximately \$600,000 in new revenue. Council approved this change and allocated the additional funds to service the debt on a new fire station. During the 2013 audit, questions were raised about how the utility tax was being calculated on city utilities in relation to the Richland Municipal Code. In 2014 the calculation process was modified to be consistent throughout all City utilities and to be in compliance with Richland Municipal Code. The change resulted in a significant increase in revenue for current and future years.

Telephone, gas and cable television revenue projections are based on historical collections and current trending data. Natural gas revenues marked a noticeable increase in 2014, which was the result of the provider implementing an 18 percent rate increase. Telephone tax trended downward from 2011 through 2013, with modest gains projected for 2014. The decline is likely due to more cell phone users abandoning their land lines. The projected electric, water, sewer, solid waste and storm water revenues are based on estimated service revenue. The table below reflects budget and actual utility taxes for the General Fund only.

Utility Tax Revenue to General Fund	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Electric	3,014,835	3,212,385	3,930,224	4,123,618	193,394	4.9%
Water	1,267,634	1,269,200	1,563,882	1,622,163	58,281	3.7%
Sewer	781,477	770,100	885,485	893,255	7,770	0.9%
Solid Waste	700,474	691,800	806,141	807,968	1,827	0.2%
Storm Water	130,188	129,200	146,586	146,907	321	0.2%
Gas	575,641	556,600	668,581	681,951	13,370	2.0%
Brokered Natural Gas	287,524	284,900	403,520	375,370	(28,150)	-7.0%
Cable TV	624,766	622,400	622,800	625,400	2,600	0.4%
Telephone	2,115,585	2,159,200	2,010,500	1,970,698	(39,802)	-2.0%
<b>Total</b>	<b>9,498,124</b>	<b>9,695,785</b>	<b>11,037,719</b>	<b>11,247,330</b>	<b>209,611</b>	<b>1.9%</b>

### OTHER TAXES

The remaining taxes are comprised of leasehold, gambling, and diverted road tax. These taxes represent a small share of the City's total tax receipts. Most leases of publicly-owned real and personal property are subject to a leasehold excise tax in lieu of property tax. The leasehold tax is applicable to lease income from tax exempt properties leased for non-tax exempt activities. Cities and counties may collectively levy up to six percent of the 12.84 percent tax. The maximum rate is four percent for the City and 6 percent for the county. The county must provide a credit for any City tax; therefore, if a city levies its maximum four percent, the county may collect only two percent in the city. The diverted road tax is a tax paid to the county by residents for road maintenance. When the City annexes county property it receives current year road tax from the county. The City receives gambling excise tax, at a rate of 5 percent, on gross receipts which must be used primarily for the enforcement of gambling laws. This revenue has remained level in recent years.

Other General Fund Taxes	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Leasehold	213,967	180,000	220,000	220,000	-	0.0%
Gambling	261,644	247,500	250,000	250,000	-	0.0%
Other	1,639	1,400	800	800	-	0.0%
<b>Total</b>	<b>477,250</b>	<b>428,900</b>	<b>470,800</b>	<b>470,800</b>	<b>-</b>	<b>0.0%</b>

### LICENSES & PERMITS

The City collects a variety of license and permit fees that include business licenses, building permits animal licenses, franchise fees and several others. Building permit fees are driven by construction activity and can fluctuate significantly from year to year. Building permit revenue for 2015 is expected to remain level with 2014.

The cable television franchise agreement provides revenue through a 5 percent franchise fee. The cable provider has been purchased by Comcast and the City will be negotiating a new franchise agreement, once FCC approves the transfer, which is expected to occur in June of 2015. The current franchise agreement has been extended through September of 2015 to allow time for the transfer. 2014 business license revenue is on track to exceed the 2014 estimated budget by 6 percent. The other permits category includes fireworks, plumbing and excavation permits. Total license and permit revenues for 2015 are expected to closely follow 2014.

Licenses and Permits	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Building Permits	1,094,612	1,200,000	1,200,000	1,200,000	-	0.0%
Business Licenses	558,111	580,000	575,000	575,000	-	0.0%
Gun Permits	20,500	20,000	20,000	20,000	-	0.0%
Other Permits	71,437	56,200	65,275	65,275	-	0.0%
Animal License	46,404	47,000	47,000	47,000	-	0.0%
Franchise Fees	527,794	500,000	500,000	500,000	-	0.0%
<b>Total</b>	<b>2,318,858</b>	<b>2,403,200</b>	<b>2,407,275</b>	<b>2,407,275</b>	<b>-</b>	<b>0.0%</b>

### **INTERGOVERNMENTAL REVENUE**

Intergovernmental revenues are made up of State shared revenues, grants, allocations from other agencies and various other intergovernmental revenues. State-collected revenues that are shared with all cities are allocated to individual jurisdictions on a per capita basis. Population figures, determined annually as of April 1 by the State demographer in the Office of Financial Management, are used as the basis for the per capita distribution of these funds. Richland's estimated population as of April 1, 2014 is 52,090.

The City receives a portion of State liquor profits and State liquor excise tax receipts. The taxes are paid on a per capita basis and distributed by the State. In November of 2011, Initiative 1183 was passed by the voters, ending the State's monopoly on liquor sales and requiring the closure of State owned liquor stores. The initiative retains the current liquor tax structure and replaces the State's liquor profits with retail and distributor license fees. State budget woes resulted in the passage of a bill (ESHB 2823) that permanently diverts \$10M annually from the Liquor Excise Tax Fund to the State General Fund prior to distribution to cities and counties. Competing legislation has created confusion on the distribution of this tax and Municipal Research and Services Center (MRSC) provided cities with a low estimate and a high estimate for 2014 distributions. For the first quarter of 2014 the State treasurer distributed under the higher revenue formula, based on the guidance received from the chairs for the House Appropriations Committee and the Senate Ways and Means Committee, however the Legislature did not produce an amendment during session so the lower revenue formula was used for the remaining 2014 quarters and will be used through 2015. Liquor board profits will continue to provide a stable revenue stream as RCW 66.24.055 mandates distributions shall be no less than comparable periods prior to December of 2011.

The other grants category includes grants for public safety, and ecology. Other intergovernmental revenues include payments from other cities, counties and fire districts for inter-local agreements. Grants are budgeted when awarded so often are not included in the adopted budget. The result is the revised or "estimated" budget is often significantly higher than the adopted budget. The total variance in 2014 estimated and 2015 adopted revenues is due to grants awarded and budgeted in 2014.

Intergovernmental Revenues	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Liquor Excise	67,330	60,869	82,351	141,164	58,813	71.4%
Liquor Board Profits	448,559	454,724	454,724	456,829	2,105	0.5%
Other Grants	263,076	233,625	297,171	106,000	(191,171)	-64.3%
PUD Privilege Tax	193,416	165,000	191,401	190,000	(1,401)	-0.7%
Other Intergovernmental	117,757	121,501	122,501	96,986	(25,515)	-20.8%
<b>Total</b>	<b>1,090,138</b>	<b>1,035,719</b>	<b>1,148,148</b>	<b>990,979</b>	<b>(157,169)</b>	<b>-13.7%</b>

### **FINES AND FORFEITS**

Fines and forfeits are comprised of traffic infraction penalties, DUI, public defense, proof of insurance, and other criminal non-traffic fines. Benton County District Court collects the fines and remits them on a monthly basis to the City. Although district court and jail costs have escalated in recent years, the offsetting revenue from fines has followed a downward trend. In 2015 the special revenue Library Fund will be reclassified to a division of the General Fund. The anticipated increase in 2015 revenue is a direct result of including Library fines to this category of revenue. Fine and forfeiture revenue is expected to increase by 3.6 percent in 2015.

Miscellaneous Fines and Forfeitures	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Total Fines and Forfeitures	820,394	853,850	883,850	915,850	32,000	3.6%

### **CHARGES FOR SERVICES**

The charges for services category encompasses a variety of charges to internal and external customers. This category of revenue includes recreational classes and services, administrative services, warehouse services, court administrative fees and zoning and plan check fees. Zoning and plan check fees are tied to construction activity which can vary significantly from year to year and be difficult to project. Plan check fees increased significantly in 2014, due to several large commercial projects. This trend is expected to continue into 2015.

The Richland Parks & Recreation department offers a variety of classes and leisure services at a reduced rate for City residents. In addition to exercise rooms and a banquet facility, the City operates a public pool and hosts a variety of annual citywide events. Revenues include class fees, pool receipts, sports participant and sponsorship fees. Revenue projections for 2015 reflect a minimal decrease based on current trends.

General governmental services are administrative services provided centrally to all departments and funds. These costs are allocated to all the proprietary funds and include services provided by City Manager, Administrative Services, Community & Development Services, City Attorney, City Clerk and Facility Maintenance. The charges are calculated based on actual expenses included in the cost allocation plan. Central Services is the allocation paid by utility funds for information technology, communications and marketing and utility billing services. The large variance in 2014 estimated revenue is a result of the cost allocation true-up of the first four years of a five year IT Strategic Plan. The true-up resulted in a significant reduction of General Fund revenue in 2014. The final year true-up will be completed in 2015.

Benton County Emergency Services pays an allocation to the City for payroll, purchasing, accounting and other miscellaneous administrative services. Warehouse service revenue is expected to increase in 2014 which is a result of a corrected revenue code for one fund's warehouse cost. Other charges include zoning fees, administrative fees paid by internal service and pension funds and certain law enforcement related fees. Total revenue from charges and services is expected to increase by 23.3 percent in 2015. The significant increase is attributed to cost allocation true up that significantly reduced revenue in 2014.

Charges and Services	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance	
					2015 Budget VS 2014 Estimated	
					Amount	Percent
Zoning Plan Check	246,396	280,000	476,250	475,000	(1,250)	-0.3%
Recreation	295,608	318,500	319,764	318,500	(1,264)	-0.4%
General Governmental Services	1,005,054	1,145,814	1,172,339	1,315,276	142,937	12.2%
BCES	240,703	237,230	250,617	251,010	393	0.2%
Central Services	3,659,998	3,633,013	2,563,447	3,651,965	1,088,518	42.5%
Warehouse	539,583	591,527	492,341	589,391	97,050	19.7%
Public Safety Services	142,848	155,000	157,500	159,500	2,000	1.3%
Aministrative Fees	230,333	233,320	233,320	233,385	65	0.03%
Other	112,615	100,840	112,846	128,560	15,714	13.9%
<b>Total</b>	<b>6,473,138</b>	<b>6,695,244</b>	<b>5,778,424</b>	<b>7,122,587</b>	<b>1,344,163</b>	<b>23.3%</b>

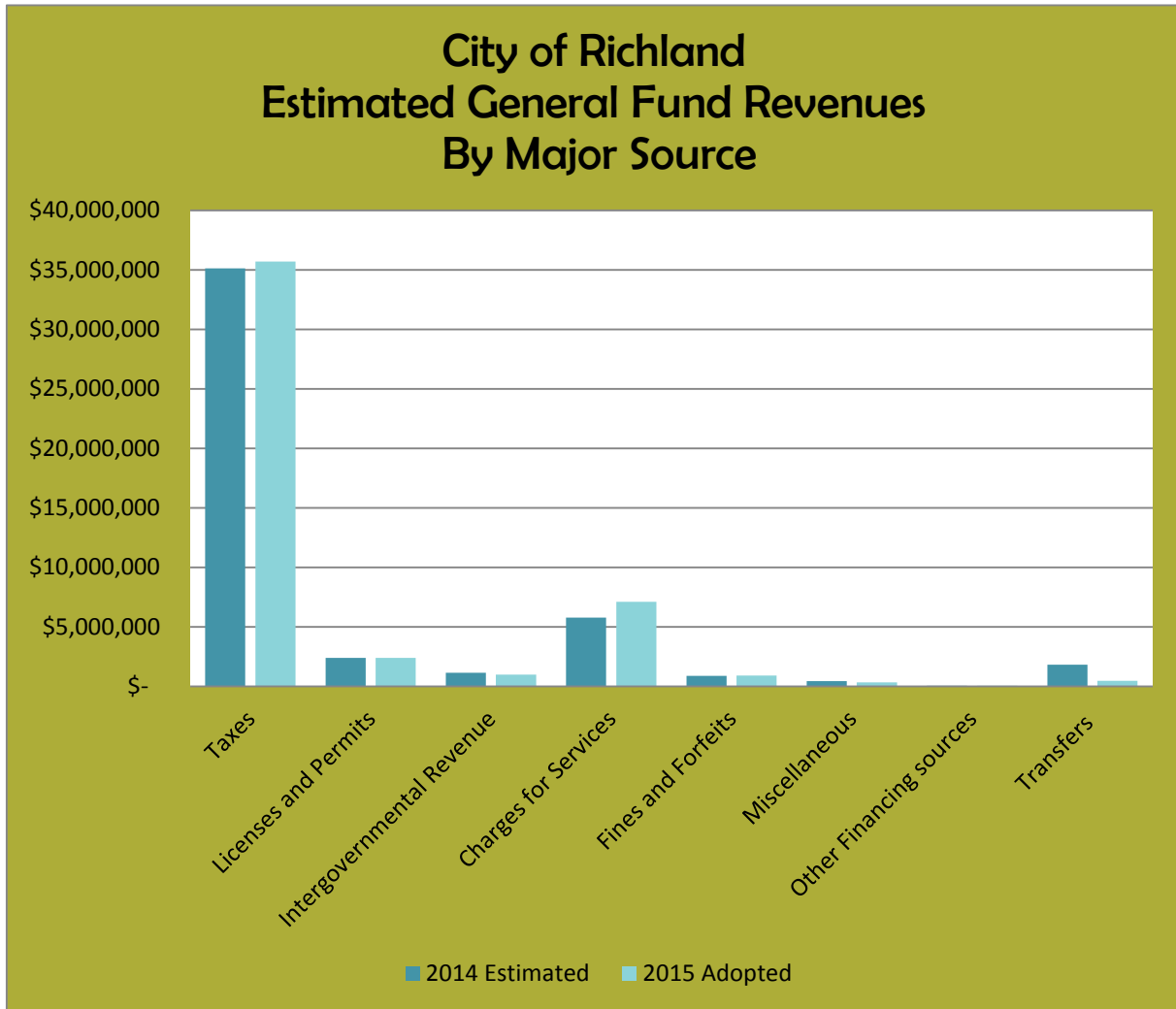
**MISCELLANEOUS**

Miscellaneous revenues includes interest on investments, donations, facility rental income, transfers, reimbursements, and other financing sources. Revenues in this category tend to fluctuate significantly because of many one-time revenues. Beginning in 2015, revenue to fund parks projects has been budgeted in a capital project fund and debt service transfers have been budgeted in a debt service fund. This change enhances capital project budgeting and provides more transparency in revenue projections in the General Fund. The large variance in 2015 in other financing sources is due to the change in budgeting debt service transfers and park project revenue. Miscellaneous revenues in future years should reflect more stability.

Miscellaneous Revenues	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance	
					2015 Budget VS 2014 Estimated	
					Amount	Percent
Investment Earnings	2,383	140,200	140,200	105,000	(35,200)	-25.1%
Miscellaneous	515,594	1,534,608	363,245	287,558	(75,687)	-20.8%
Other Financing Sources/Transf	1,391,023	5,419,634	1,823,925	465,573	(1,358,352)	-74.5%
<b>Total</b>	<b>1,909,000</b>	<b>7,094,442</b>	<b>2,327,370</b>	<b>858,131</b>	<b>(1,469,239)</b>	<b>-63.1%</b>

## Summary of 2015 General Fund Revenues

The 2015 projection for General Fund revenue is \$48,005,308, which reflects a .7 percent increase over 2014 estimated budget. Major revenue sources for 2015 are: taxes (74%), charges for services (15%), fines and forfeitures (2%), miscellaneous revenue (1%), other sources & transfers (1%), intergovernmental revenue (2%), and licenses and permits (5%). The following graph depicts a comparison of 2014 estimated and 2015 adopted General Fund revenues by source.



MAJOR REVENUE SOURCES	2014 Estimated	2015 Adopted	% Change
Taxes	\$ 35,133,188	\$ 35,710,486	1.6%
Licenses and Permits	2,407,275	2,407,275	0.0%
Intergovernmental Revenue	1,148,148	990,979	-13.7%
Charges for Services	5,778,424	7,122,587	23.3%
Fines and Forfeits	883,850	915,850	3.6%
Miscellaneous	455,445	344,558	-24.3%
Other Financing sources	48,000	48,000	0.0%
Transfers	1,823,925	465,573	-74.5%
<b>Total Revenue General Fund</b>	<b>\$ 47,678,255</b>	<b>\$ 48,005,308</b>	<b>0.7%</b>

**Special Revenue Funds:**

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**City Streets**

The City Streets Fund supports activities associated with street maintenance and operations. State fuel tax, street utility charges and utility tax are the primary revenue sources for this fund. The street utility fee is a monthly charge to Richland businesses, per employee with revenues dedicated to street maintenance. Per a vote of the citizens, the Street Fund receives a share of the City’s utility tax for street maintenance. Beginning in 2015 street construction projects previously budgeted in this fund will be budgeted in a new Streets Capital Project Fund. The federal and State grants and loans as well as traffic impact fees that support these projects are now budgeted in the capital project fund. The large variance in 2015 revenue is the result of this change. Fuel tax continues to provide a stable revenue stream to the fund.

City Streets Fund Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Utility Tax	585,205	605,600	638,053	650,735	12,682	0.0%
Fuel Tax	1,035,003	1,033,000	1,033,000	1,046,000	13,000	1.3%
Intergovernmental	3,372,675	-	10,568,932	-	(10,568,932)	-100.0%
Charges for Services	762,001	705,000	705,000	558,000	(147,000)	-20.9%
Miscellaneous	65,747	87,520	625,919	41,500	(584,419)	-93.4%
Operating Transfers	1,454,690	1,395,121	5,543,145	43,325	(5,499,820)	-99.2%
<b>Total</b>	<b>7,275,321</b>	<b>3,826,241</b>	<b>19,114,049</b>	<b>2,339,560</b>	<b>(16,774,489)</b>	<b>-312.2%</b>

**Real Estate Excise Tax**

The real estate excise tax is levied on all sales of real estate within the City boundaries. The City is authorized, by State law, to levy a quarter percent tax (described as “the first quarter percent of the real estate excise tax” or “REET 1”). Cities that are planning under GMA have the authority to levy a second quarter percent tax (REET 2). The City levies both REET 1 and REET 2. This revenue source is based on real estate activity and fluctuates with the market. 2013 revenue reflected an 8 percent decline over 2012, while the 2014 preliminary revenue indicates a 28 percent increase. It is difficult to determine how long the current trend will last, consequently the 2015 revenues were conservatively budgeted at a lower level than actual 2014 collections. The 2015 revenue is expected to return to the 2013 level.

Capital Improvement Fund Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
REET 1	632,534	580,000	750,000	650,000	(100,000)	-13.3%
REET 2	632,534	580,000	750,000	650,000	(100,000)	-13.3%
Interest Earnings	5,882	3,500	3,501	4,000	499	14.3%
<b>Total</b>	<b>1,270,950</b>	<b>1,163,500</b>	<b>1,503,501</b>	<b>1,304,000</b>	<b>(199,501)</b>	<b>-13.3%</b>



## ***Hotel-Motel Tax***

Hotel Motel Tax is a two percent tax on lodging at hotels, motels and similar establishments, taken as a credit against the 6.5 percent State sales tax. The tax that a patron pays in retail sales tax and the hotel motel tax combined are equal to the retail sales tax in the jurisdiction. The City also levies an additional two percent tax. This special tax is not credited against the State sales tax and State statutes restrict its use to tourism. Future increase in this revenue stream is dependent on occupancy rates and the construction of new hotels. Historically this revenue is relatively stable with minor fluctuation. Based on current trends the 2015 revenue is expected to reflect a modest increase in 2015.

Hotel Motel Fund	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
1st 2% Hotel Motel Tax	390,247	380,000	380,000	387,600	7,600	2.0%
2nd 2% Hotel Motel Tax	390,247	380,000	380,000	387,600	7,600	2.0%
Interest Earnings	13,073	14,000	10,000	10,000	-	0.0%
<b>Total</b>	<b>793,567</b>	<b>774,000</b>	<b>770,000</b>	<b>785,200</b>	<b>15,200</b>	<b>2.0%</b>

## ***Enterprise Funds:***

Enterprise Funds are entirely or predominantly self-supported by user charges. The operations of enterprise Funds are accounted for in such a manner as to show a profit or loss similar to comparable private enterprises.

## ***Electric Utility***

The City operates an electric utility to provide residential and commercial electric service to the public. The revenues collected are used for both operating and capital expenses of the Electric Fund. The charges for services category includes all classes of electric rate revenue and is the fund's primary revenue source. The increase in charges for services is due to a budgeted rate increase planned for May utility bills. Total revenue in the fund is expected to increase by 3.2 percent in 2015.

Electric Utility Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Intergovernmental Revenue	208,553	218,200	198,400	195,900	(2,500)	-1.3%
Charges for Services	59,287,428	60,637,200	58,421,600	60,304,900	1,883,300	3.2%
Miscellaneous	3,042,187	2,044,761	577,700	584,050	6,350	1.1%
Other	535,490	4,300	5,300	5,400	100	1.9%
<b>Total</b>	<b>63,073,658</b>	<b>62,904,461</b>	<b>59,203,000</b>	<b>61,090,250</b>	<b>1,887,250</b>	<b>3.2%</b>

## Water Utility

The water utility provides reliable, high quality water service to residential and commercial customers within the City. The utility's revenues are used for operating and capital expenses of the fund. Charges for services provide a stable source of revenue for the fund with modest growth based on new customers and system demand. In 2014, council approved a rate increase that will become effective with April 2015 utility bills. The 6 percent increase will be applied to the base monthly charge for all customer classes and meter sizes and is expected to generate \$422,625 in additional revenue. The increase was necessary to fund ongoing operations and maintain working capital reserves in the fund. Total revenue in the fund is expected to increase by 4.2 percent in 2015.

Water Utility Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Charges for Services	12,907,683	12,627,333	13,050,558	13,550,283	499,725	3.8%
Miscellaneous	190,955	189,150	221,795	216,700	(5,095)	-2.3%
Other	2,963,621	640,030	717,924	815,000	97,076	13.5%
<b>Total</b>	<b>16,062,259</b>	<b>13,456,513</b>	<b>13,990,277</b>	<b>14,581,983</b>	<b>591,706</b>	<b>4.2%</b>

## Wastewater Utility

The wastewater utility provides water treatment services per State guidelines to safely treat City wastewater. In recent years the utility implemented consecutive year rate increases and restructured bonded debt in an effort to provide additional revenue to fund necessary system improvements and debt reserve. The other category includes facilities fees and proceeds from a \$6.5M line of credit in 2015. The line of credit will be utilized to provide interim financing for a new Local Improvement District. Charges for services is expected to reflect a modest gain in 2015.

Wastewater Utility Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Charges for Services	8,726,388	8,604,000	8,724,085	8,801,635	77,550	0.9%
Miscellaneous	20,655	125,600	113,090	113,090	-	0.0%
Other	1,398,108	574,522	561,257	7,079,410	6,518,153	1161.3%
<b>Total</b>	<b>10,145,151</b>	<b>9,304,122</b>	<b>9,398,432</b>	<b>15,994,135</b>	<b>6,595,703</b>	<b>70.2%</b>

## Solid Waste Utility

The solid waste utility provides collection and disposal services to commercial and residential customers and operates the Richland landfill. In 2010 the utility restructured rates to include collection of yard waste and elective recycling. The other revenue is comprised of sale of salvage, late fees and interest on investments. 2015 revenues are expected to remain level with 2014 collections.

Solid Waste Utility Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Intergovernmental Revenue	420,000	-	-	-	-	0.0%
Charges for Services	8,011,870	8,047,000	7,952,900	7,972,150	19,250	0.2%
Miscellaneous	(112,272)	100,500	92,419	91,400	(1,019)	-1.1%
Other	125,880	86,790	-	-	-	0.0%
<b>Total</b>	<b>8,445,478</b>	<b>8,234,290</b>	<b>8,045,319</b>	<b>8,063,550</b>	<b>18,231</b>	<b>0.2%</b>

## Stormwater Utility

Rate restructuring in recent years has helped to stabilize rate revenue in the stormwater utility. In 2014 the Department of Ecology approved a loan for \$400,000 for the decant facility and a grant for \$1,020,000. The proceeds of the grant will be used to fund capital projects in the stormwater utility. These onetime revenues reflect a significant increase in fund revenue in 2014 and subsequently a significant decline in total revenue for 2015. Actual rate revenue for 2015 is expected to reflect a small increase.

Storm Water Utility Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Intergovernmental Revenue	97,420	1,020,000	1,389,694	-	(1,389,694)	-100.0%
Charges for Services	1,761,267	1,752,000	1,769,000	1,773,000	4,000	0.2%
Miscellaneous	(13,669)	61,885	58,755	58,755	-	0.0%
Other	383,670	406,714	400,000	-	(400,000)	0.0%
<b>Total</b>	<b>2,228,688</b>	<b>3,240,599</b>	<b>3,617,449</b>	<b>1,831,755</b>	<b>(1,785,694)</b>	<b>-49.4%</b>

## Golf Course

The Columbia Point Golf Course is owned by the City and operated by a management company. The charges for services category includes green fees, season passes, lessons, tournament fees and pro shop sales. Miscellaneous category includes concessions, cart rentals and interest on investments. Green fees and other rates are set annually based on competition in the local market. Total revenue in the fund is expected to increase by 2.6 percent in 2015.

Golf Course Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Charges for Services	1,146,006	1,143,494	1,143,494	1,132,933	(10,561)	-0.9%
Miscellaneous	486,343	500,278	500,278	553,512	53,234	10.6%
<b>Total</b>	<b>1,632,349</b>	<b>1,643,772</b>	<b>1,643,772</b>	<b>1,686,445</b>	<b>42,673</b>	<b>2.6%</b>

## **Medical Services**

The City Council implemented an ambulance utility in September of 2006, to provide an ongoing revenue source to support ambulance service for the residents. In 2014 the utility tax on ambulance service was reallocated from the General Fund to the Medical Service Fund. In 2014, a council approved rate increase was implemented to fund ongoing operations of a new fire station. The fire station will be located in South Richland and will provide the much needed coverage to enable the department to meet response time standards and better serve the citizens of Richland. The station is expected to be open in the summer of 2015. 2015 revenues are expected to remain level with 2014.

Medical Service Fund Revenue	2013 Actual	2014 Adopted	2014 Estimated	2015 Adopted	Variance 2015 Budget VS 2014 Estimated	
					Amount	Percent
Taxes	-	-	33,887	34,019	132	0.4%
Intergovernmental Revenue	9,983	5,708	8,673	10,208	1,535	17.7%
Charges for Services	2,786,184	3,324,354	3,323,785	3,337,751	13,966	0.4%
Miscellaneous	72,283	68,795	64,879	64,124	(755)	-1.2%
Other	550,000	595,414	516,113	515,981	(132)	0.0%
<b>Total</b>	<b>3,418,450</b>	<b>3,994,271</b>	<b>3,947,337</b>	<b>3,962,083</b>	<b>14,746</b>	<b>0.4%</b>

City of Richland  
Revenue Summary  
Fund 001 - General Fund

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	9,548,690	6,392,008	8,230,880	-
311100	REAL & PERS PROP TAXES-CURRENT	12,874,483	13,246,552	13,395,815	13,787,789
311110	REAL & PERS PROP TAXES-PRIOR YR	167,947	180,000	250,000	180,000
311200	DIVERT CITY ROAD TAX	50,425	-	-	-
313100	RETAIL SALES & USE TAXES	8,855,643	8,973,800	9,070,500	9,107,220
313110	RET SALES CRIMINAL JUSTICE	889,801	899,360	908,354	917,347
314510	ELECTRIC UTILITY TAX	3,014,835	3,212,385	3,930,224	4,123,618
314520	WATER UTILITY TAX	1,267,634	1,269,200	1,563,882	1,622,163
314540	SEWER UTILITY TAX	781,477	770,100	885,485	893,255
314550	SOLID WASTE UTILITY TAX	700,474	691,800	806,141	807,968
314580	STORM WATER UTILITY TAX	130,188	129,200	146,586	146,907
314590	AMBULANCE UTILITY TAX	14,003	20,118	-	-
316200	ADMISSIONS TAX	1,639	1,400	800	800
316430	GAS UTILITY TAX	575,641	556,600	668,581	681,951
316440	BROKERED NATURAL GAS TAX	287,524	284,900	403,520	375,370
316460	CABLE UTILITY TAX	624,766	622,400	622,800	625,400
316470	TELEPHONE UTILITY TAX	2,115,585	2,159,200	2,010,500	1,970,698
317200	LEASEHOLD EXCISE TAX	213,967	180,000	220,000	220,000
317500	GAMBLING EXCISE TAX	261,644	247,500	250,000	250,000
310	TAXES	32,827,676	33,444,515	35,133,188	35,710,486
321300	FIREWORKS PERMITS	200	200	275	275
321900	BUSINESS LICENSES & PERMITS	558,111	580,000	575,000	575,000
321910	FRANCHISE FEES	527,794	500,000	500,000	500,000
322100	BUILDING PERMITS	1,094,612	1,200,000	1,200,000	1,200,000
322102	BUILDING PERMITS/NREC	42,715	32,000	35,000	35,000
322103	PLUMBING & MECHANICAL PERMITS	28,522	24,000	30,000	30,000
322300	ANIMAL LICENSES	46,404	47,000	47,000	47,000
322902	GUN PERMITS	20,500	20,000	20,000	20,000
320	LICENSES & PERMITS	2,318,858	2,403,200	2,407,275	2,407,275
331100	NATL INSTITUTE OF JUSTICE	5,653	-	-	-
332210	DEA EQUITABLE SHARING	21,272	-	1,167	-
334276	RCO GRANT	-	123,625	-	-
334310	ECOLOGY-HANFORD COMMUNITIES	93,923	100,000	100,000	100,000
334317	ECOLOGY GRANT SHORELINE MASTER PLAN	72,797	-	20,807	-
334351	WA ST TRAFFIC SAFETY COMM	5,123	10,000	6,000	6,000
335910	PUD PRIVILEGE TAX	193,416	165,000	191,401	190,000
336651	DUI/OTHER CRIM JUST ASSISTANCE	9,740	9,000	9,000	9,000
336694	LIQUOR EXCISE TAX	67,330	60,869	82,351	141,164
336695	LIQUOR BOARD PROFITS	448,559	454,724	454,724	456,829
337010	BENTON COUNTY	8,268	8,883	8,883	8,762
337011	PORT OF BENTON	5,000	5,000	5,000	5,000
337012	CITY OF KENNEWICK	18,661	20,135	20,135	20,012
337013	CITY OF PASCO	15,560	17,287	17,287	17,454
337020	FRANKLIN COUNTY	3,431	3,468	3,468	3,302
337690	WASH AUTO THEFT PREVENTION AUTHORITY	64,308	-	45,572	-
338160	INVESTIGATIVE SVCS-HR CONTRACT	7,140	1,200	1,200	1,200
338220	FIRE CONTROL SERVICES	8,000	2,000	3,000	-
338307	BENTON COUNTY FD #1	5,729	6,838	6,838	3,400
338308	BENTON COUNTY FIRE 2	4,958	6,019	6,019	3,000
338309	BENTON COUNTY FD #4	4,741	6,846	6,846	3,423
338310	BENTON COUNTY FD #6	4,391	4,781	4,781	2,390
338312	KENNEWICK FD VHF	14,725	20,337	20,337	15,330
338319	BENTON COUNTY FIRE DISTRICT #3	4,303	5,281	5,281	2,500
338320	BENTON COUNTY FD # 5	3,110	4,426	4,426	2,213
330	INTERGOVERNMENTAL REVENUE	1,090,138	1,035,719	1,024,523	990,979

City of Richland  
Revenue Summary  
Fund 001 - General Fund

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
341230	CIVIL/PROBATE/DOM RELATIONS	380	500	500	500
341323	COURT RECORDS SVCS-CIVIL FEES	53	160	160	160
341330	COURT ADMIN FEES WARNT CSTS	67,374	65,000	72,000	72,000
341380	RECORDS SEARCH	952	1,600	1,600	1,600
341432	ACCOUNTING ADMIN FEE-UBID	1,693	1,500	1,500	1,500
341433	ACCOUNTING ADMIN FEE-PUB FAC D	4,200	2,000	2,000	1,000
341434	ACCOUNTING ADMIN FEE-WEBCHECK	2,845	4,000	4,000	4,000
341500	SALES OF MAPS & PUBLICATIONS	570	1,000	500	500
341620	COURT COPY FEES	47	50	50	50
341690	PRINTING/COPY/FAX SVC	19	30	30	-
341691	COPY SERVICES LIBRARY	-	-	-	12,000
342100	LAW ENFORCEMENT SERVICES	5,604	5,000	5,000	5,000
342103	POLICE SERVICES PATROL	16,469	25,000	25,000	27,000
342360	HOUSE/MONITOR PRISONERS	78,084	77,000	80,000	80,000
342370	BOOKING FEES	482	1,000	500	500
342500	DUI EMERG RESP	42,209	47,000	47,000	47,000
343950	ABATEMENT CHARGES	1,418	-	5,505	-
345810	ZONING & SUBDIVISION	26,642	25,000	25,000	25,000
345830	PLAN CHECKING	246,396	280,000	476,250	475,000
347220	MISC LIBRARY CHARGES	-	-	-	4,500
347270	NON RESIDENT FEES	6,422	-	-	5,750
347650	RECREATION:ENROLLED ATHLETICS	52,460	50,000	50,000	50,000
347651	RECREATION:ENROLLED HLTH/FTNSS	90,897	110,000	110,000	110,000
347652	RECREATION:ENROLLED COMM INT	76,686	75,000	75,000	75,000
347653	RECREATION:NON-ENR ACTIVITIES	14,949	18,000	18,000	18,000
347654	RECREATION:NON-ENR EVENTS	-	-	1,264	-
347656	RECREATION: SWIMMING POOL FEES	60,370	65,000	65,000	65,000
347905	RECREATION:REFUND ADMIN	246	500	500	500
349140	FINANCIAL SERVICES	343,228	304,612	297,786	-
349143	ADMIN SVCS-PENSION FNDS	27,922	27,366	27,366	22,792
349144	ADMIN SVCS-EMERG COMMUNICAT	189,383	199,536	199,534	204,626
349145	ADMIN SVCS-EMERG MGMNT	37,090	23,044	36,433	31,000
349146	ADMIN SVCS-800 MHZ	14,230	14,650	10,161	10,895
349148	ADMIN SVCS-MICROWAVE	-	-	4,489	4,489
349170	EMPLOYEE BENEFIT SVC	102,666	104,463	104,463	107,074
349171	WORKERS COMP SVC	99,745	101,491	101,491	103,519
349180	CENTRAL SERVICES	3,316,770	3,328,401	2,265,662	3,651,965
349184	WAREHOUSE SERVICES	539,583	591,527	492,341	589,391
349190	OTHER GENERAL GOVMNT SVCS	1,005,054	1,145,814	1,172,339	1,315,276
340	CHARGES FOR SERVICES	6,473,138	6,695,244	5,778,424	7,122,587

352300	PROOF OF INSURANCE	7,740	6,000	7,000	7,000
353100	TRAFFIC INFRACTION PENALTIES	280,490	290,000	310,000	310,000
353700	NON-TRAFFIC INFRACTN PENALTIES	3,668	4,000	4,000	4,000
353702	CIVIL FINES-CODE ENFORCEMENT	2,300	1,000	5,000	5,000
354000	PARKING INFRACTION PENALTIES	1,137	-	5,000	5,000
355200	DRIVING WHILE INTOXICATED FINE	86,612	98,000	98,000	100,000
355800	OTHER CRIMINAL TRAFFIC FINE	145,980	174,000	174,000	174,000
356500	COURT ORDERED RESTITUTION	8,014	20,000	20,000	10,000
356900	OTHER CRIM-NON-TRAF-FINES	143,657	161,000	161,000	161,000
357300	COURT COST RECOUPMENTS	344	600	600	600
357310	JURY DEMAND FEE	588	500	500	500
357320	WITNESS FEES	-	150	150	150
357330	PUBLIC DEFENSE FEES	92,537	94,000	94,000	94,000
357350	COURT INTERPRETER	-	100	100	100
359700	LIBRARY FINES	43,542			40,000
359910	ANIMAL IMPOUND FEES	2,385	2,500	2,500	2,500
359911	ANIMAL BOARDING FEES	1,400	2,000	2,000	2,000
350	FINES & FORFEITS	820,394	853,850	883,850	915,850

City of Richland  
Revenue Summary  
Fund 001 - General Fund

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
361100	INVESTMENT INTEREST	89,826	124,200	124,200	98,000
361620	NET CHANGE IN FMV INVESTMENT	(100,154)	-	-	-
361900	OTHER INTEREST EARNINGS	10,859	12,500	12,500	5,000
361910	INTEREST STATE SALES TAX	1,852	3,500	3,500	2,000
362300	LEASED PARKING	1,543	1,543	1,658	1,658
362400	SPACE & FACILITIES RENTALS S/T	8,587	-	-	1,800
362401	RECREATION: ST BUILDING RENTLS	64,998	62,000	62,000	65,000
362402	RECREATION: ST PARK RENTLS	44,712	40,000	40,000	40,000
362510	SPACE & FACILITIES RENTALS L/T	19,819	20,000	20,000	20,000
362810	RECREATION: CONCESSIONS	11,154	10,000	10,000	10,000
362813	CONCESSIONS-TOUR BOAT	3,450	3,300	3,300	3,300
367111	DONATIONS - POLICE EQUIPMENT	30	-	-	-
367112	DONATIONS - FIRE DEPARTMENT	55	-	-	-
367113	RECREATION: DONATIONS	7,417	7,000	12,500	7,500
367191	CAPITAL CONTRIBUTION PVT SRC	50,000	25,000	50,000	-
367313	DONATIONS -PARKS CIP PROJECTS	-	510,000	-	-
367315	DONATIONS - PUBLIC ART	1,100	-	2,200	-
369100	SALE OF SALVAGE	6,025	4,000	4,000	4,000
369200	UNCLAIMED PROPERTY/MONEY	-	-	379	-
369300	CONFISCATED & FORFEIT PROPERTY	1,740	1,000	1,500	1,500
369310	INVEST FUND CONFISCATION	7,394	8,000	8,000	8,000
369400	JUDGEMENTS & SETTLEMENTS	9,251	2,000	12,000	12,000
369810	CASH OVERAGES & SHORTAGES	243	-	-	-
369850	POLICE TRAINING REGISTRATION	11,261	18,000	10,000	10,000
369900	OTHER MISC REVENUE	7,872	6,000	6,000	4,000
369912	READER BOARD REVENUE	-	500	-	-
369913	COLLECTION / NSF FEES	125	150	150	150
369915	GARNISHMENT FEE	210	150	150	150
369920	BAD DEBT RECOVERY	9	1,500	500	500
369950	REFUND OF EXPENDITURES	(797)	-	8,358	-
369951	REIMB EXPEND-FIRE RESTITUTION	27,037	-	-	-
369952	REIMBURSE EXPEND-JURY	90	-	50	-
369953	REIMBURSE EXPEND-METRO	9,597	12,000	20,000	15,000
369954	REIMBURSE EXP-OTHER AGENCIES	20,477	-	-	-
369957	REIMBURSE FROM WCIA	-	20,000	20,000	-
369959	REIMBURSE EXP-RSD SRO	46,000	23,000	23,000	23,000
369962	REIMB EXPEND-FIRE HAZMAT	105,011	12,000	12,000	12,000
360	MISCELLANEOUS REVENUE	466,793	927,343	467,945	344,558
387520	RESIDUAL EQUITY TRANSFER IN -EMP BEN	-	699,465	-	-
389112	THIRD PARTY FEE DEFERRED COMP	51,184	48,000	48,000	48,000
380	NON-REVENUE RECEIPTS	51,184	747,465	48,000	48,000
391100	GO BOND PROCEEDS/GOVT FUNDS	-	3,535,140	-	-
395110	SALE OF LAND	-	190,000	-	-
395200	FIXED ASSET/INS RECOVERY	193,024	-	-	-
397101	OP TRANS IN-STREET	-	-	-	-
397111	OP TRANS IN-PARK RESERVE	60,775	210,375	89,375	-
397112	OP TRANS IN-IND DEVELOPMENT	136,452	151,360	747,725	169,679
397113	OP TRANS IN-CABLE COMM I-NET	28,550	-	-	-
397114	OP TRANS IN-CRIM JUSTICE	56,233	46,003	41,980	47,724
397115	OP TRANS IN-CAP IMPROVEMENT	667,863	696,658	668,063	-
397150	OP TRANS IN-HOTEL/MOTEL	98,126	351,352	98,036	98,170
397153	OP TRANS IN- CDBG	-	60,000	-	-
397408	OP TRANS IN-BROADBAND FUND	-	28,746	28,746	-
397602	OP TRANS IN-LID GUARANTY	150,000	150,000	150,000	150,000
390	OTHER FINANCING SOURCES	1,391,023	5,419,634	1,823,925	465,573
GENERAL		54,987,894	57,918,978	55,798,010	48,005,308

City of Richland  
Revenue Summary  
Fund 101 - City Streets

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	2,556,804	449,737	1,037,647	614,973
314510	ELECTRIC UTILITY TAX	233,784	250,000	258,638	271,365
314520	WATER UTILITY TAX	51,639	51,800	63,707	66,082
314540	SEWER UTILITY TAX	37,436	36,900	42,418	42,791
314550	SOLID WASTE UTILITY TAX	33,556	33,200	38,618	38,705
314580	STORM WATER UTILITY TAX	7,792	7,800	8,773	8,792
316430	GAS UTILITY TAX	34,452	33,400	33,400	34,000
316440	BROKERED NATURAL GAS TAX	17,208	17,100	17,100	17,000
316460	CABLE UTILITY TAX	42,719	42,600	42,600	42,000
316470	TELEPHONE UTILITY TAX	126,619	132,800	132,800	130,000
310	TAXES	585,205	605,600	638,054	650,735
331111	FEDERAL APPROPRIATION	230,682	-	94,701	-
333118	SR240/SR224 VAN GIESEN GRD SEP	-	-	2,341,822	-
333122	FED GRANT-HANFORD REACH	3,042,904	-	589,706	-
333123	STP GRANT	20,199	-	4,414,801	-
333202	FED HWY ADMIN-PASS THRU WDOT	26,924	-	863,546	-
334366	TIB GRANT	51,966	-	2,226,473	-
336087	FUEL TAXCITY STREET	1,035,003	1,033,000	1,033,000	1,046,000
337011	PORT OF BENTON	-	-	37,883	-
337019	RICHLAND SCHOOL DISTRICT	-	-	-	-
339100	81.128 EECBG ARRA FUNDSDIRECT	-	-	-	-
330	INTERGOVERNMENTAL REVENUE	4,407,678	1,033,000	11,601,932	1,046,000
343890	STREET UTILITY CHARGE	304,517	306,000	306,000	324,000
344210	STREET & TRAFFIC SIGNS	24,350	20,000	20,000	20,000
344910	TRAFFIC MITIGATION FEES	19,730	5,000	5,000	-
344911	TRAFFIC IMPACT FEES	227,361	160,000	160,000	-
349420	MAINT SVCS-OTHER CTY DEPTS	120,249	120,000	120,000	120,000
349421	REIMB FR UTILITY-ASPHALT	65,794	94,000	94,000	94,000
340	CHARGES FOR SERVICES	762,001	705,000	705,000	558,000
356500	COURT ORDERED RESTITUTION	25,713	-	-	-
350	FINES & FORFEITS	25,713	-	-	-
361100	INVESTMENT INTEREST	17,331	20,000	10,000	5,000
362202	TRACK USE RENTAL	32,080	32,786	32,786	33,500
367121	CONTRB PRIVATE SOURCE	-	-	169,000	-
369100	SALE OF SALVAGE	522	250	250	250
369900	OTHER MISC REVENUE	3,508	200	200	500
369910	LATE FEES	2,124	2,000	2,000	2,000
369920	BAD DEBT RECOVERY	-	250	250	250
369952	REIMBURSE EXPEND- JURY	30	-	-	-
360	MISCELLANEOUS REVENUE	55,595	55,486	214,486	41,500
387520	RES EQ TRF FROM EMP BENEFIT	-	32,034	-	-
388800	PRIOR YEARS CORRECTIONS	(15,561)	-	-	-
380	NON-REVENUE RECEIPTS	(15,561)	32,034	-	-
391801	WDSOT RAIL LOAN PROCEEDS	-	-	400,000	-
395110	SALE OF LAND	-	-	11,433	-
397001	OP TRANS IN-GENERAL FUND	767,697	1,060,121	1,311,371	43,325
397112	OP TRANS IN-IND DEVELOPMENT	329,493	-	4,242,818	-
397115	OP TRANS IN-CAP IMPROVEMENT	322,500	335,000	434,500	-
397153	OP TRANS IN-CDBG FUND	35,000	-	59,456	-
390	OTHER FINANCING SOURCES	1,454,690	1,395,121	6,459,578	43,325
CITY STREETS		9,832,125	4,275,978	20,656,697	2,954,533



City of Richland  
Revenue Summary  
Fund 111 - Park Reserve

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	276,705	280,575	291,493	-
345850	GMA IMPACT FEES	232,351	90,000	-	-
345854	GMA IMPACT FEES -DISTRICT 4			2,500	2,500
345855	GMA IMPACT FEES -DISTRICT 5			87,500	87,500
340	CHARGES FOR SERVICES	232,351	90,000	90,000	90,000
361100	INVESTMENT INTEREST	4,926	5,000	5,000	5,000
362510	SPACE & FACILITIES RENTALS L/T	169,130	155,000	165,000	165,000
362511	LEASED PROPERTY-MARINA	14,662	16,000	16,000	16,000
362514	LEASED PROPERTY-HRMC	4,102	4,000	4,000	4,000
360	MISCELLANEOUS REVENUE	192,820	180,000	190,000	190,000
395110	SALE OF LAND	-	-	210,000	-
390	OTHER FINANCING SOURCES	-	-	210,000	-
PARK RESERVE		701,876	550,575	781,493	280,000

City of Richland  
Revenue Summary  
Fund 112 - Industrial Development

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	925,103	519,303	9,603,268	-
334425	COMMERCE DEPT - WINE SCI CTR	1,436,334	-	3,513,666	-
330	INTERGOVERNMENTAL REVENUE	1,436,334	-	3,513,666	-
341433	ACCOUNTING ADMIN FEE-PUB FACILITY	37	-	-	-
340	CHARGES FOR SERVICES	37	-	-	-
361100	INVESTMENT INTEREST	27,142	50,000	30,000	20,000
362201	FIBER OPTIC CABLE LEASE	27,480	-	-	-
362409	RENT INCENTIVE	140,431	100,000	145,038	140,000
362510	SPACE & FACILITIES RENTALS L/T	179,550	210,775	283,181	855,935
367121	CONTRIBUTION FROM PRIVATE SOURCE	-	-	-	-
369914	LAND SALE COMMISSION	21,125	10,000	300,000	10,000
369952	REIMBURSE EXPENDITURES JURY	-	-	-	-
360	MISCELLANEOUS REVENUE	395,728	370,775	758,219	1,025,935
387101	RES EQ TRF FROM STREETS	-	-	-	-
387520	RES EQ TRF FROM EMP BENEFIT	-	8,492	-	-
380	NON-REVENUE RECEIPTS	-	8,492	-	-
391100	GO BOND PROCEEDS/GOVT FUNDS	11,115,000	-	-	-
392000	PREMIUM ON GO DEBT	91,249	-	-	-
395111	LANDSALE-CITY VIEW	-	-	553,347	-
395112	LANDSALEHORN RAPIDS	82,117	-	2,300,000	-
395114	LANDSALECOL POINT	-	-	-	-
397001	OP TRANS IN-GENERAL FUND	621,765	70,925	-	-
397115	OP TRANS IN-CAP IMPROVEMENT	33,754	69,754	33,754	-
397150	OP TRANS IN-HOTEL/MOTEL	-	-	20,000	-
397315	OP TRANS IN-CAP IMPROVEMENT	-	-	-	33,754
397380	OP TRANS IN-PARK PROJECT FUND	70,000	-	-	-
397385	OP TRANS IN GEN GOVT CONSTR FUND	479,484	-	-	-
397380	OP TRANS IN PARK PROJECT FUND	-	-	-	-
390	OTHER FINANCING SOURCES	12,493,369	140,679	2,907,101	33,754
INDUSTRIAL DEVELOPMENT		15,250,571	1,039,249	16,782,254	1,059,689

City of Richland  
 Revenue Summary  
 Fund 114 - Criminal Justice

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	106,691	107,358	108,521	-
336621	CRIM JUST-POPULATION	12,325	13,299	13,299	13,543
336626	CRIM JUST-SPECIAL PROGRAMS	45,737	44,500	44,500	44,500
330	INTERGOVERNMENTAL REVENUE	58,062	57,799	57,799	58,043
CRIMINAL JUSTICE		164,753	165,157	166,320	58,043

City of Richland  
Revenue Summary  
Fund 116 - PFD Facility Contingency

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
337001	PFD CONTINGENCY PAYMENTS	-	-	46,018	69,509
330	INTERGOVERNMENTAL REVENUE	-	-	46,018	69,509
361100	INVESTMENT INTEREST	-	-	63	-
360	MISCELLANEOUS REVENUE	-	-	63	-
397001	OP TRANS IN -GENERAL FUND	-	-	23,491	-
390	OTHER FINANCING SOURCES	-	-	23,491	-
	PFD FACILITY CONTINGENCY	-	-	69,572	69,509

City of Richland  
 Revenue Summary  
 Fund 117 - Criminal Justice Sales Tax

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
313111	CRIMINAL JUSTICE SALES TAX .03%	-	-	-	989,777
310	TAXES	-	-	-	989,777
	CRIMINAL JUSTICE SALES TAX	-	-	-	989,777

City of Richland  
 Revenue Summary  
 Fund 150 - Hotel Motel

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	1,127,549	187,061	368,384	-
313300	HOTEL/MOTEL TAX	390,247	380,000	380,000	387,600
313310	2ND HOTEL/MOTEL TAX	390,247	380,000	380,000	387,600
310	TAXES	780,494	760,000	760,000	775,200
361100	INVESTMENT INTEREST	13,073	14,000	10,000	10,000
360	MISCELLANEOUS REVENUE	13,073	14,000	10,000	10,000
HOTEL MOTEL		1,921,116	961,061	1,138,384	785,200

City of Richland  
Revenue Summary  
Fund 151 - Special Lodging Assessment

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	17,485	-	20,587	-
318100	TOURISM PROMOTION AREA ASSMT	307,241	400,000	400,000	405,000
310	TAXES	307,241	400,000	400,000	405,000
361100	INVESTMENT INTEREST	320	320	450	450
360	MISCELLANEOUS REVENUE	320	320	450	450
SPECIAL LODGING ASSESSMENT		325,046	400,320	421,037	405,450

City of Richland  
Revenue Summary  
Fund 153 - Housing Development

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	16,715	-	48,709	-
331370	CDBG-CURRENT YR	-	239,678	221,943	221,943
331371	CDBG-PRIOR YR	185,967	-	254,185	-
337010	BENTON COUNTY	83,368	-	-	-
330	INTERGOVERNMENTAL REVENUE	269,335	239,678	476,128	221,943
345910	CDBG PROGRAM INCOME	116,852	-	78,955	-
	CONTRA CDBG LOAN REPAYMENTS	(101,731)			
340	CHARGES FOR SERVICES	15,121	-	78,955	-
361100	INVESTMENT INTEREST	(26)	-	-	-
360	MISCELLANEOUS REVENUE	(26)	-	-	-
385100	REHAB LOAN REPAYMENT	-	13,324	-	-
387520	RES EQ TRF FROM EMP BENEFIT	-	4,101	-	-
380	NON-REVENUE RECEIPTS	-	17,425	-	-
397001	OP TRANS IN GENERAL FUND	16,339	-	-	-
390	OTHER FINANCING SOURCES	16,339	-	-	-
HOUSING DEVELOPMENT		<u>317,484</u>	<u>257,103</u>	<u>603,792</u>	<u>221,943</u>



City of Richland  
Revenue Summary  
Fund 154 - Home

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
331372	HOME GRANT-CURRENT YR	-	453,764	465,461	465,461
331373	HOME GRANT-PREVIOUS YR	258,244	-	1,046,056	-
338590	CONSORTIUM PARTNERSHIP CONTRIBUTION	19,836	7,230	-	-
330	INTERGOVERNMENTAL REVENUE	278,080	460,994	1,511,517	465,461
345911	HOME PGM INCOME-PASCO	77,040	-	217,557	-
345912	HOME PGM INCOME-KENN	72,298	-	74,013	-
345913	HOME PGM INCOME-RICH	167,945	-	20,977	-
345914	CONTRA RICHLAND HOME LOANS	(35,265)	-	-	-
340	CHARGES FOR SERVICES	282,018	-	312,547	-
361100	INVESTMENT INTEREST	(790)	-	-	-
360	MISCELLANEOUS REVENUE	(790)	-	-	-
387520	RES EQ TRF FROM EMP BENEFIT	-	2,554	-	-
380	NON-REVENUE RECEIPTS	-	2,554	-	-
<b>HOME</b>		<b>559,308</b>	<b>463,548</b>	<b>1,824,064</b>	<b>465,461</b>

City of Richland  
Revenue Summary  
Fund 216 - LTGO Improvement Refunding

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	3,288,062	2,638,319	2,588,078	635,002
361100	INVESTMENT INTEREST	38,956	39,575	39,575	29,063
361320	NET CHANGE IN FMV INVEST	(47,807)	-	-	-
361900	OTHER INTEREST EARNINGS	-	-	-	-
360	MISCELLANEOUS REVENUE	(8,851)	39,575	39,575	29,063
397001	OP TRANS IN-GENERAL FUND	750,062	690,456	690,456	392,227
397111	OP TRANS IN-PARK RESERVE				57,975
397315	OP TRANS IN-PARK RESERVE				672,463
397408	OP TRANS IN-PARK RESERVE				28,438
390	OTHER FINANCING SOURCES	750,062	690,456	690,456	1,151,103
LTGO IMPROVEMENT REFUNDING		<u>4,029,273</u>	<u>3,368,350</u>	<u>3,318,109</u>	<u>1,815,168</u>

City of Richland  
Revenue Summary  
Fund 217 - Fire Station 74 Bonds

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
314510	ELECTRIC UTILITY TAX	-	571,800	-	-
310	TAXES	-	571,800	-	-
361100	INVESTMENT INTEREST	-	-	700	250
361900	OTHER INTEREST EARNINGS	-	-	-	-
360	MISCELLANEOUS REVENUE	-	-	700	250
397001	OP TRANS IN-GENERAL FUND	-	-	40,477	238,457
390	OTHER FINANCING SOURCES	-	-	40,477	238,457
FIRE STATION #74 BONDS		-	571,800	41,177	238,707

City of Richland  
Revenue Summary  
Fund 218 - Police Station

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	3,339	7,139	2,493	-
311100	REAL & PERS PROP TAXES-CURRENT	263,889	261,823	261,823	269,188
311110	REAL & PERS PROP TAXES-PRIOR Y	3,311	3,000	3,000	3,000
310	TAXES	267,200	264,823	264,823	272,188
361100	INVESTMENT INTEREST	976	300	500	400
360	MISCELLANEOUS REVENUE	976	300	500	400
POLICE STATION		271,515	272,262	267,816	272,588

City of Richland  
Revenue Summary  
Fund 220 - Community Center

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	933	5,233	(271)	-
311100	REAL & PERS PROP TAXES-CURRENT	318,895	326,408	326,408	338,463
311110	REAL & PERS PROP TAXES-PRIOR Y	3,973	3,500	3,500	3,500
310	TAXES	322,868	329,908	329,908	341,963
361100	INVESTMENT INTEREST	1,136	300	500	500
360	MISCELLANEOUS REVENUE	1,136	300	500	500
COMMUNITY CENTER		324,937	335,441	330,137	342,463

City of Richland  
Revenue Summary  
Fund 222 - Library Debt Service

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	62,316	39,119	15,357	-
311100	REAL & PERS PROP TAXES-CURRENT	1,215,462	1,320,538	1,320,538	1,390,900
311110	REAL & PERS PROP TAXES-PRIOR Y	13,689	10,500	12,000	10,500
310	TAXES	1,229,151	1,331,038	1,332,538	1,401,400
361100	INVESTMENT INTEREST	3,928	2,500	2,500	2,500
360	MISCELLANEOUS REVENUE	3,928	2,500	2,500	2,500
LIBRARY DEBT SERVICE		1,295,395	1,372,657	1,350,395	1,403,900

City of Richland  
Revenue Summary  
Fund 224 - RAISE Area Debt Service

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	153,145	-	93,002	92,702
311120	PROPERTY TAX-LRF RICHLAND	68,769	120,000	120,000	144,000
311121	PROPERTY TAX-LRF PARTICIPATING	20,812	36,000	36,000	43,200
313120	RETAIL SALES TAX LRF RICHLAND	236,833	171,822	171,822	46,056
313121	RETAIL SALES TAX LRF STATE CONTRIB	268,724	330,000	330,000	330,000
310	TAXES	595,138	657,822	657,822	563,256
361100	INVESTMENT INTEREST	1,717	500	500	1,000
360	MISCELLANEOUS REVENUE	1,717	500	500	1,000
RAISE AREA DEBT SERVICE		750,000	658,322	751,324	656,958

City of Richland  
Revenue Summary  
Fund 225 - LID Guaranty Debt Service

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	110,506	268,046	53,258	146,510
361100	INVESTMENT INTEREST	2,758	1,500	4,200	3,500
360	MISCELLANEOUS REVENUE	2,758	1,500	4,200	3,500
395110	SALE OF LAND	90,000	216,000	679,341	-
390	OTHER FINANCING SOURCES	90,000	216,000	679,341	-
LID GUARANTY DEBT SERVICE		203,264	485,546	736,799	150,010



City of Richland  
Revenue Summary  
Fund 226 - Special Assessment LID Debt Service

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	(123,058)	252,087	(40,605)	-
361510	INTEREST & PENALTIES ON LID	18,509	14,500	14,500	13,307
368805	LID ASSESSMENT PRINCIPAL	72,420	38,500	38,500	32,861
369900	OTHER MISCELLANEOUS REVENUE	-	-	2,047	-
360	MISCELLANEOUS REVENUE	90,929	14,500	14,500	46,168
LID GUARANTY DEBT SERVICE		(32,129)	266,587	(26,105)	46,168

City of Richland  
Revenue Summary  
Fund 301 - Streets Capital Projects

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
333123	STP GRANT	-	-	-	638,520
334366	TIB GRANT	-	-	-	2,576,920
330	INTERGOVERNMENTAL REVENUES	-	-	-	3,215,440
344911	TRAFFIC IMPACT FEES	-	-	-	160,000
340	CHARGES FOR SERVICES	-	-	-	160,000
397001	OP TRANS IN- GENERAL FUND	-	-	-	827,943
397101	OP TRANS IN- STREETS FUND	-	-	-	532,397
397315	OP TRANS IN- CAPITAL IMPROVEMENT	-	-	-	687,560
390	OTHER FINANCING SOURCES	-	-	-	2,047,900
STREETS CAPITAL PROJECTS		-	-	-	5,423,340

City of Richland  
Revenue Summary  
Fund 315 - Capital Improvement

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	-	206,462
317340	REET 1 1ST QTR PERCENT	-	-	-	650,000
317350	REET 2 2ND QTR PERCENT	-	-	-	650,000
310	TAXES	-	-	-	1,300,000
361100	INVESTMENT INTEREST	-	-	-	4,000
360	MISCELLANEOUS REVENUE	-	-	-	4,000
	CAPITAL IMPROVEMENT	-	-	-	1,510,462

City of Richland  
 Revenue Summary  
 Fund 317 - Fire Station 74 Construction

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
397001	GO BOND PROCEEDS/GOVT FUNDS	-	-	3,461,630	-
397117	OP TRANS IN- CRIM JUSTICE SALES TAX	-	-	-	50,000
397315	OP TRANS IN- CAPITAL IMPROVEMENT	-	-	3,595	-
390	OTHER FINANCING SOURCES			3,465,225	50,000
	FIRE STATION 74 CONSTRUCTION	-	-	3,465,225	50,000

City of Richland  
Revenue Summary  
Fund 380 - Park Project Construction

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	1,099,374	-
334276	RCO GRANT	500,000	-	-	978,380
330	INTERGOVERNMENTAL REVENUE	500,000	-	-	978,380
367126	DONATIONS - PARKS PROJECTS	6,946	-	550,000	353,380
367311	DONATIONS - MEMORIAL BENCHES	46,944	-	-	-
360	MISCELLANEOUS REVENUES	53,890	-	550,000	353,380
397101	OP TRANS IN- STREET	201,805	-	-	-
397111	OP TRANS IN- PARK RESERVE	307,500	-	311,000	149,000
397112	OP TRANS IN- INDUSTRIAL DEV	-	-	61,912	-
397115	OP TRANS IN- CAPITAL IMPROVEMENT	95,000	-	61,000	-
397150	OP TRANS IN- HOTEL/MOTEL	786,109	-	285,666	-
397153	OP TRANS IN - CDBG	1,059	-	73,000	-
397315	OP TRANS IN- CAPITAL IMPROVEMENT	-	-	-	116,685
390	OTHER FINANCING SOURCES	1,391,473	-	792,578	265,685
	PARK PROJECT CONSTRUCTION	1,945,363	-	2,441,952	1,597,445

City of Richland  
Revenue Summary  
Fund 401 - Electric

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	13,169,507	14,943,614	-	-
309000	WORKING CAPITAL			24,683,123	8,035,289
300	WORKING CAPITAL	13,169,507	14,943,614	24,683,123	8,035,289
332212	BUILD AMERICA BOND SUBSIDY PAYMENT	208,533	218,200	198,400	195,900
330	INTERGOVERNMENTAL REVENUE	208,533	218,200	198,400	195,900
343300	ELECTRIC UTILITY TAX	3,228,402	4,095,500	3,893,400	4,090,700
343301	ENERGYRESIDENTIAL	23,960,896	25,752,200	24,495,400	25,463,200
343306	SMALL GENERAL SVC	3,988,714	3,979,400	4,198,700	4,733,700
343307	MEDIUM GENERAL SVC	6,904,291	7,234,800	7,131,800	7,307,400
343308	LARGE GENERAL SVC	6,055,327	7,571,600	6,793,800	7,252,400
343310	ENERGY CABLE TV AMP	43,067	43,600	43,000	43,000
343320	ENERGY IRRIGATION>300	921,352	868,000	928,700	989,200
343325	ENERGY IRRIGATION<300	113,542	101,000	110,900	130,600
343326	ENERGY SMALL INDUSTRIAL	1,728,318	2,337,700	1,724,000	1,992,700
343327	ENERGY LARGE INDUSTRIAL	4,592,495	4,894,900	4,717,100	4,699,000
343330	ENERGYSTREET LIGHTS	338,768	339,000	334,200	342,800
343335	ENERGYTRAFFIC LIGHTS	29,596	28,700	29,800	33,000
343340	MISC SERVICE REVENUE	58,942	56,300	61,700	63,100
343345	NEW ACCOUNTS	80,415	75,800	82,200	84,000
343355	DISCONNECT/RECONNECT FEE	119,825	125,000	122,400	125,200
343360	OPERATIONS DISC/REC FEE	3,695	3,700	3,700	3,800
343365	RENTAL LIGHTS CONTRACT	117,760	116,600	117,200	133,000
343370	POLE CONTRACTS TELECABLE	91,066	87,800	93,000	95,100
343380	CONSERV. ACQ. AGREEMENT (CAA)	1,370,202	688,800	1,312,200	706,300
343381	DELINQUENT ACCT FEES	191,659	198,500	195,900	200,300
343382	BPA- CONSERVATION ADMN FEES	204,124	172,200	262,400	141,200
343386	REIMB LOAN SERVICE FEES	34,727	8,000	34,700	34,700
343387	MISC NONOPERATING REVENUE	572	62,700	62,700	100,000
343388	FACILITIES FEES	4,269,418	832,400	832,400	700,000
343389	REWIRES/UG CONV/DEENERGIZE	9,726	12,500	9,900	10,100
343391	PERMANENT SERVICE FEES	152,707	176,700	152,700	152,700
343392	DAMAGES & CLAIMS	(1)	14,000	-	-
349330	METER READING REVENUE	212,669	202,900	212,600	212,600
349340	WORK FOR CITY DEPTS	465,154	556,900	465,100	465,100
340	CHARGES FOR SERVICES	59,287,428	60,637,200	58,421,600	60,304,900
361100	INVESTMENT INTEREST	140,727	203,900	100,000	100,000
361320	NET CHANGE IN FMV INVEST	(199,757)	-	-	-
361410	INTEREST ON CONSERV LOANS	84,889	102,900	95,000	100,000
361411	INTEREST CONSERV INVSTMNT	452	500	500	550
361900	OTHER INTEREST EARNINGS	3,766	4,400	3,700	3,700
362500	CITY SHOPS RENTAL	315,846	315,800	315,800	315,800
369100	SALE OF SALVAGE	61,333	51,900	62,700	64,000
369401	BPA REP SETTLEMENT	1,182,456	1,182,900	-	-
360	MISCELLANEOUS REVENUE	1,589,712	1,862,300	577,700	584,050

City of Richland  
Revenue Summary  
Fund 401 - Electric

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
382200	REVENUE BOND PROCEEDS	10,828,116	-	-	-
382210	BOND PROCEEDS CONTRA ACCOUNT	(10,828,116)			
387520	RES EQ TF FROM EMPLOYEE BENEFIT	-	182,461		
388800	PRIOR YEARS CORRECTIONS	1,452,475			
380	NON-REVENUE RECEIPTS	1,452,475	182,461	-	-
395112	LANDSALE-HORN RAPIDS	5,213	4,300	5,300	5,400
397112	OP TRANS IN - INDUSTRIAL DEVELOPMENT	349,773	-	-	-
397408	OP TRANS IN - BROADBAND	180,504	-	-	-
390	OTHER FINANCING SOURCES	535,490	4,300	5,300	5,400
ELECTRIC UTILITY		76,243,145	77,848,075	83,886,123	69,125,539

City of Richland  
Revenue Summary  
Fund 402 - Water

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	7,614,916	4,345,398	-	-
309000	WORKING CAPITAL	-		6,308,027	355,026
300	WORKING CAPITAL	7,614,916	4,345,398	6,308,027	355,026
343401	ANTICIPATED RATE INCREASE	-	-	-	422,625
343405	WATER SALES - PUBLIC FIRE PROTECTION	214,000	214,000	214,000	214,000
343410	WATER SALES RESIDENTIAL	7,913,001	7,880,000	7,910,000	7,989,100
343411	WATER SALES COMMERCIAL	3,624,420	3,464,000	3,620,000	3,620,000
343413	WATER SALES - MULTI FAMILY	540,015	535,500	545,000	545,000
343414	COL POINT IRR OPER REV	213	-	-	-
343415	BMID INTERTIE	16,871	14,000	23,000	23,000
343416	HORN RAPIDS IRRIGATION DISTRICT	105,748	100,000	105,725	105,725
343417	OTHER IRRIG DISTRICTS	295,121	280,000	295,000	295,000
343418	WATER - WHOLESALE - WEST RICH	137,405	84,000	280,000	280,000
343419	WATER - SCHOOL DISTRICT IRRIG	19,333	19,333	19,333	19,333
343420	TEMP WTR SVC CHARGE	25,019	23,000	25,000	23,000
343422	WTR PURCHASED BY IRRG DIST	1,187	-	-	-
343810	DISCONNECT/RECONNECT FEE	15,350	13,500	13,500	13,500
340	CHARGES FOR SERVICES	12,907,683	12,627,333	13,050,558	13,550,283
361100	INTEREST FROM FISCAL AGENT	61,771	45,000	60,000	60,000
361320	NET CHANGE IN FMV INVEST	(45,507)	-	-	-
361900	OTHER INTEREST EARNINGS	2,753	650	2,200	2,200
369100	SALE OF SALVAGE	2,973	-	1,000	1,000
369400	JUDGEMENTS AND SETTLEMENTS	-	-	5,075	-
369900	OTHER MISC REVENUE	26,328	10,000	12,000	12,000
369910	LATE FEES	138,568	130,000	140,000	140,000
369920	BAD DEBT RECOVERY	4,009	3,500	1,500	1,500
369952	REIMBURSE EXPENDJURY	60	-	20	-
360	MISCELLANEOUS REVENUE	190,955	189,150	221,795	216,700
379100	FACILITIES FEES	860,509	450,000	600,000	650,000
379200	SERVICE LINE INSTALLATION	16,126	4,000	4,000	4,000
379202	WATER METER RELOC/XCHG	1,368	1,000	500	1,000
379203	WATER METER INSTALL	145,715	110,000	110,000	110,000
379401	DONATED ASSETS - PRIVATE SOURCE	1,215,350	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	2,239,068	565,000	714,500	765,000
387520	RES EQ TRF FROM EMPLOYEE BENEFIT	-	75,030	-	-
388800	PRIOR YEAR(S) CORRECTIONS	59,720	-	-	-
380	NON-REVENUE RECEIPTS	59,720	75,030	-	-
395112	LANDSALE-HORN RAPIDS	9,360	-	3,424	-
397111	OP TRANSFER IN - PARK RESERVE	-	-	-	50,000
397112	OP TRANS IN - INDUSTRIAL DEVELOPMENT	655,473	-	-	-
390	OTHER FINANCING SOURCES	664,833	-	3,424	50,000
WATER UTILITY		23,677,175	17,801,911	20,298,304	14,937,009



City of Richland  
Revenue Summary  
Fund 403 - Wastewater

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	9,284,190	6,445,419	-	-
309000	WORKING CAPITAL	-	-	6,994,461	579,316
300	WORKING CAPITAL	9,284,190	6,445,419	6,994,461	579,316
343510	SEWER SVC-RESIDENTIAL	5,075,085	5,090,000	5,090,000	5,140,900
343511	SEWER SVC-COMMERCIAL	2,320,647	2,224,000	2,300,000	2,320,000
343513	SEWER SVC-MULTI FAMILY	1,222,357	1,180,000	1,230,000	1,236,150
343521	PRETREAT-ANNUAL PERMIT	-	100,000	91,085	91,085
343522	PRETREAT-SAMPLING FEES	108,299	10,000	13,000	13,500
340	CHARGES FOR SERVICES	8,726,388	8,604,000	8,724,085	8,801,635
361100	INVESTMENT INTEREST	100,337	75,000	60,000	60,000
361320	NET CHANGE IN FMV INVEST	(136,568)	-	-	-
361900	OTHER INTEREST EARNINGS	684	600	200	200
369100	SALE OF SALVAGE	1,830	-	650	650
369900	OTHER MISCELLANEOUS REVENUE	250	-	-	-
369910	LATE FEES	50,967	47,000	51,000	51,000
369920	BAD DEBT RECOVERY	3,125	3,000	1,240	1,240
369952	REIMBURSE EXPEND-JURY	30	-	-	-
360	MISCELLANEOUS REVENUE	20,655	125,600	113,090	113,090
379100	FACILITIES FEES	565,547	500,000	560,000	560,000
379401	DONATED ASSETS - PRIVATE SOURCE	786,072	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	1,351,619	500,000	560,000	560,000
381200	INTERFUND LOAN REPAYMENT	141,153	-	-	-
381210	INTERFUND LOAN REPAYMENT-CONTRA	(141,153)	-	-	-
387520	RES EQ TRF FROM EMPLOYEE BENEFIT	-	74,522	-	-
388800	PRIOR YEAR(S) CORRECTIONS	42,862	-	-	-
380	NON-REVENUE RECEIPTS	42,862	74,522	-	-
391711	LINE OF CREDIT -BOA	-	-	-	6,519,410
395112	LANDSALE-HORN RAPIDS	3,436	-	1,257	-
395200	FIXED ASSET/INS RECOVERY	191	-	-	-
390	OTHER FINANCING SOURCES	3,627	-	1,257	6,519,410
WASTEWATER UTILITY		19,429,341	15,749,541	16,392,893	16,573,451

City of Richland  
Revenue Summary  
Fund 404 - Solid Waste

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	3,928,000	4,065,328	-	-
309000	WORKING CAPITAL	-	-	4,778,602	386,665
300	WORKING CAPITAL	3,928,000	4,065,328	4,778,602	386,665
334315	DEPT OF ECOLOGY GRANT	420,000	-	-	-
330	INTERGOVERNMENTAL REVENUE	420,000	-	-	-
343701	SALE OF REFUSE STICKERS	686	1,000	600	600
343702	RESIDENTIAL 2ND CONTAINER	187,947	190,000	190,000	190,000
343703	RESIDENTIAL CONTAINER REPL	1,450	1,500	1,400	1,400
343710	SOLID WASTE RESIDENTIAL	2,586,628	2,630,000	2,620,000	2,646,200
343711	SOLID WASTE COMMERCIAL	2,404,882	2,425,000	2,351,000	2,351,000
343713	HILLS MOBILE HOME PARK	31	-	-	-
343714	RESIDENTIAL GREEN WASTE	622,770	670,000	670,000	676,700
343717	RESIDENTIAL ELECTIVE RECYCLING	261,584	270,000	270,000	271,350
343718	COMMERCIAL RECYCLING	32,060	30,000	35,000	35,000
343720	REFUSE RESID SURCHARGE	110,444	90,000	105,000	105,000
343721	REFUSE COMM SURCHARGE	147,575	135,000	150,000	155,000
343731	SOLID WASTE LANDFILL	615,771	620,000	620,000	620,000
343732	MUNICIPAL WASTE LANDFILL	80,225	70,000	70,000	70,000
343733	GREEN WASTE - LANDFILL	104,408	105,000	85,000	85,000
343771	L/F RECYCLABLE MATERIAL	9,147	15,000	3,500	3,500
343776	COMPOST SALES	80,631	60,000	30,000	30,000
343791	COMM DROP BOX COLLECTION	325,290	320,000	320,000	320,000
343793	COMM DROP BOX DISPOSAL	406,897	380,000	400,000	380,000
343795	COMM DROP BOX RENT	26,644	25,000	25,000	25,000
343813	DELINQUENT REFUSE DISPATCH	6,800	7,500	6,400	6,400
349340	WORK FOR CITY DEPTS	-	2,000	-	-
340	CHARGES FOR SERVICES	8,011,870	8,047,000	7,952,900	7,972,150
361100	INVESTMENT INTEREST	23,489	16,500	20,000	20,000
361320	NET CHANGE IN FMV INVEST	(223,393)	-	-	-
361900	OTHER INTEREST EARNINGS	528	2,000	400	400
369100	SALE OF SALVAGE	29,037	30,000	20,000	20,000
369810	CASH OVERAGES & SHORTAGES	12	-	19	-
369900	OTHER MISC REVENUE	6,702	2,000	2,000	2,000
369910	LATE FEES	47,251	45,000	48,000	47,000
369920	BAD DEBT RECOVERY	4,042	5,000	2,000	2,000
369952	REIMBURSE EXPEND-JURY	60	-	-	-
360	MISCELLANEOUS REVENUE	(112,272)	100,500	92,419	91,400
381200	INTERFUND LOAN REPAYMENT	91,218	-	-	-
381210	INTERFUND LOAN REPAYMENT-CONTRA	(91,218)	-	-	-
387520	RES EQ TF FROM EMPLOYEE BENEFIT	-	86,790	-	-
388800	PRIOR YEAR(S) CORRECTIONS	18,506	-	-	-
380	NON-REVENUE RECEIPTS	18,506	86,790	-	-
395400	LOSS OF FIXED ASSETS/PROP FUND	11,374	-	-	-
397403	OP TRANSFERS IN SEWER	96,000	-	-	-
390	OTHER FINANCING SOURCES	107,374	-	-	-
SOLID WASTE UTILITY		12,373,478	12,299,618	12,823,921	8,450,215

City of Richland  
Revenue Summary  
Fund 405 - Stormwater

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	1,436,884	1,200,329	-	-
309000	WORKING CAPITAL	-	-	1,681,440	-
300	WORKING CAPITAL	1,436,884	1,200,329	1,681,440	-
334315	DEPT OF ECOLOGY GRANT	47,420	1,020,000	1,389,694	-
334316	ECOLOGY PERMIT REQUIREMENTS	50,000	-	-	-
330	INTERGOVERNMENTAL REVENUE	97,420	1,020,000	1,389,694	-
343830	STORMWTR RESIDENTIAL	792,125	797,000	799,000	803,000
343831	STORMWTR COMMERCIAL	912,495	900,000	915,000	915,000
343833	STORMWTR SURFACE	56,647	55,000	55,000	55,000
340	CHARGES FOR SERVICES	1,761,267	1,752,000	1,769,000	1,773,000
361100	INVESTMENT INTEREST	16,964	15,000	12,500	12,500
361320	NET CHANGE IN FMV INVEST	(77,453)	-	-	-
361900	OTHER INTEREST EARNINGS	88	85	40	40
369910	LATE FEES	46,189	46,000	46,000	46,000
369920	BAD DEBT RECOVERY	543	800	215	215
360	MISCELLANEOUS REVENUE	(13,669)	61,885	58,755	58,755
379401	DONATED ASSETS - PRIVATE SOURCE	375,058	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	375,058	-	-	-
387520	RES EQ TF FROM EMPLOYEE BENEFIT	-	6,714	-	-
388800	PRIOR YEAR(S) CORRECTIONS	8,612	-	-	-
380	NON-REVENUE RECEIPTS	8,612	6,714	-	-
391800	INTERGOVERNMENTAL LOAN PROCEEDS	-	400,000	400,000	-
390	OTHER FINANCING SOURCES	-	400,000	400,000	-
STORMWATER UTILITY		3,665,572	4,440,928	5,298,889	1,831,755

City of Richland  
Revenue Summary  
Fund 406 - Golf Course

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	357,960	240,891	-	-
309000	WORKING CAPITAL	-	-	283,656	77,841
300	WORKING CAPITAL	357,960	240,891	283,656	77,841
341701	GOLFPRO SHOP SALES	137,828	145,060	145,060	145,060
347302	GOLFGREEN FEES	637,639	625,614	625,614	620,322
347303	GOLFTOURNAMENT FEES	56,531	67,820	67,820	67,820
347304	GOLF RANGE FEES	48,625	51,996	51,996	52,749
347622	GOLF LESSONS	5,639	9,100	9,100	9,100
347902	SEASON PASSES	140,703	133,904	133,904	127,882
347903	FREQ PLAYER PROG FEES	119,041	110,000	110,000	110,000
380	NON-REVENUE RECEIPTS	1,146,006	1,143,494	1,143,494	1,132,933
361100	INVESTMENT INTEREST	3,762	5,405	5,405	4,500
362101	GOLFCART RENTALS	230,628	232,978	232,978	240,186
362102	GOLF OTHER RENTALS	5,555	6,782	6,782	7,134
362512	GOLF COURSE GROUND LEASE	21,000	21,000	21,000	21,000
362801	GOLF COURSE -CONCESSION (UNTAXED)	-	-	-	-
362802	GOLF COURSE -CONCESSION (TAXED)	225,279	234,113	234,113	224,292
369900	OTHER MISC REVENUE	119	-	-	-
360	MISCELLANEOUS REVENUE	486,343	500,278	500,278	497,112
397001	OP TRANS IN- GENERAL FUND	-	-	-	56,400
390	OTHER FINANCING SOURCES	-	-	-	56,400
<b>GOLF COURSE</b>		<b>1,990,309</b>	<b>1,884,663</b>	<b>1,927,428</b>	<b>1,764,286</b>

City of Richland  
Revenue Summary  
Fund 407 - Medical Services

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	33,851	609,770	-	-
309000	WORKING CAPITAL	-	-	491,614	-
300	WORKING CAPITAL	33,851	609,770	491,614	-
314590	AMBULANCE UTILITY TAX	-	-	33,887	34,019
310	TAXES	-	-	33,887	34,019
322905	SERVICE PERMIT FEES	50	-	-	-
320	LICENSES & PERMITS	50	-	-	-
334491	EMS TRAUMA PARTICIPATION	1,208	1,208	1,473	1,208
338308	BENTON COUNTY FD2	6,400	4,500	7,200	9,000
338309	BENTON COUNTY FD4	2,325	-	-	-
338310	BENTON COUNTY FD6	-	-	-	-
330	INTERGOVERNMENTAL REVENUE	9,933	5,708	8,673	10,208
342606	TRANSPORT BILLED CHARGES	2,073,872	1,906,865	1,811,866	1,811,866
342607	UNALLOWED TRANSPORT CHG	(701,595)	(611,828)	(517,398)	(517,398)
342610	RESIDENTIAL	997,830	1,420,983	1,420,983	1,428,574
342611	MULTIFAMILY RESIDENCES	349,933	514,992	514,992	519,490
342612	SCHOOLS	1,383	1,968	1,968	1,968
342613	PHYSICIANS CLINICS	5,657	8,060	8,060	7,779
342614	ASSISTED LIVING FACILITIES	132	186	186	188
342615	SKILLED NURSING FACILITIES	198	281	281	281
342616	ADULT FAMILY/BOARDING HOMES	132	186	186	186
342617	COMMERCIAL/BUSINESS	58,642	82,661	82,661	84,817
340	CHARGES FOR SERVICES	2,786,184	3,324,354	3,323,785	3,337,751
361100	INVESTMENT INTEREST	-	-	3,000	3,000
361900	OTHER INTEREST EARNINGS	-	-	13	-
369900	OTHER MISC REVENUE	7,449	-	-	-
369910	LATE FEES	54,153	56,000	56,000	55,258
369920	BAD DEBT RECOVERY	10,681	12,795	5,866	5,866
360	MISCELLANEOUS REVENUE	72,283	68,795	64,879	64,124
387520	RES EQ TF FROM EMPLOYEE BENEFITS	-	45,414	-	-
380	NON-REVENUE RECEIPTS	-	45,414	-	-
397000	OPERATING TRANSFERS IN	550,000	550,000	516,113	515,981
390	OTHER FINANCING SOURCES	550,000	550,000	516,113	515,981
<b>MEDICAL SERVICES</b>		<b>3,452,301</b>	<b>4,604,041</b>	<b>4,438,951</b>	<b>3,962,083</b>

City of Richland  
Revenue Summary  
Fund 408 - Broadband Utility

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	(501,649)	(109,629)	-	-
309000	WORKING CAPITAL	-	-	796,570	20,581
300	WORKING CAPITAL	(501,649)	(109,629)	796,570	20,581
334091	DEPT COMMERCE IPZ GRANT	-	-	220,000	-
330	INTERGOVERNMENTAL REVENUES	-	-	220,000	-
361100	INVESTMENT INTEREST	10,125	-	8,000	-
362201	FIBER OPTIC CABLE LEASE	170,811	112,224	130,584	151,344
362203	COLOCATION AGREEMENTS	-	-	750	1,500
360	MISCELLANEOUS REVENUE	180,936	112,224	139,334	152,844
382100	GO BOND PROCEEDS	2,305,487	-	-	-
382210	GO BOND PROCEEDS - CONTRA	(2,305,487)	-	-	-
380	NON REVENUES	-	-	-	-
391800	INTERGOVT LOAN PROCEEDS	-	-	200,000	-
397001	OPERATING TRANSFERS IN GENERAL FUND	32,275	55,000	155,000	55,000
397112	OPERATING TRANSFERS IN-IND DEVELOPMNT	90,737	76,602	1,044,105	-
397113	OPERATING TRANSFERS IN- CABLE COMM INET	44,592	3,424	14,808	-
397401	OPERATING TRANSFERS IN-ENERGY SVCS	30,000	30,000	30,000	30,000
397402	OPERATING TRANSFERS IN-WATER FUND	20,000	20,000	20,000	20,000
397403	OPERATING TRANSFERS IN-SEWER	5,000	5,000	5,000	5,000
397404	OPERATING TRANSFERS IN-SOLID WASTE	-	-	-	-
390	OTHER FINANCING SOURCES	222,604	190,026	1,468,913	110,000
BROADBAND UTILITY		(98,109)	192,621	2,624,817	283,425

City of Richland  
Revenue Summary  
Fund 501 - Central Stores

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	77,806	76,306	-	-
309000	WORKING CAPITAL	-	-	68,979	-
300	WORKING CAPITAL	77,806	76,306	68,979	-
341712	RENTALS/SALES PRINT SHOP	-	-	150	150
340	CHARGES FOR SERVICES	-	-	150	150
365901	OVRHD CHGS COLOR COPIER PRNTG	23,406	25,500	25,500	25,500
360	MISCELLANEOUS REVENUE	23,406	25,500	25,500	25,500
CENTRAL STORES		101,212	101,806	94,629	25,650

City of Richland  
Revenue Summary  
Fund 502 - Equipment Maintenance

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	242,702	141,487	-	-
309000	WORKING CAPITAL			92,549	-
300	WORKING CAPITAL	242,702	141,487	92,549	-
348301	MAINTENANCE-FLEET M & O	3,212,213	3,249,138	3,390,356	3,672,845
348303	MAINTENANCE-IN SVC COSTS	60,000	60,000	63,000	64,000
348505	FUEL TAX REFUND	3,203	7,200	5,000	5,000
340	CHARGES FOR SERVICES	3,275,416	3,316,338	3,458,356	3,741,845
369100	SALE OF SALVAGE	3,922	1,500	3,000	3,000
369900	OTHER MISC REVENUE	641	800	800	800
360	MISCELLANEOUS REVENUE	4,563	2,300	3,800	3,800
387520	RES EQ TF FROM EMPLOYEE BENEFITS	-	27,814	-	-
380	NON-REVENUE RECEIPTS	-	27,814	-	-
EQUIPMENT MAINTENANCE		3,522,681	3,487,939	3,554,705	3,745,645



City of Richland  
Revenue Summary  
Fund 503 - Equipment Replacement

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	2,842,421	2,100,629	-	-
309000	WORKING CAPITAL	-	-	2,672,567	-
300	WORKING CAPITAL	2,842,421	2,100,629	2,672,567	-
348350	CONTRIBUTIONS-FLEET VEHICLES	1,538,448	1,666,912	1,609,792	1,838,219
340	CHARGES FOR SERVICES	1,538,448	1,666,912	1,609,792	1,838,219
361100	INVESTMENT INTEREST	30,179	29,000	30,000	30,000
361320	NET CHANGE IN FMV INVEST	(14,224)	-	-	-
361900	OTHER INTEREST EARNINGS	4,498	6,700	2,200	1,150
369959	REIMBURSE EXPRSD SRO	54,000	27,000	27,000	27,000
360	MISCELLANEOUS REVENUE	74,453	62,700	59,200	58,150
381200	INTERFUND LOAN REPAYMENTS	129,922	-	160,410	11,780
381210	INTERFUND LOAN REPAYMENTS-CONTRA	(129,922)	-	-	-
380	NON-REVENUE RECEIPTS	-	-	160,410	11,780
395100	SALES OF FIXED ASSETS	104,245	50,000	50,000	50,000
395200	FIXED ASSET/INS RECOVERY	191,453	-	-	-
397117	OP TRANS IN- CRIMINAL JUSTICE SALES TAX	-	-	-	174,000
397404	OP TRANS IN- SOLID WASTE	269,984	-	-	-
390	OTHER FINANCING SOURCES	565,682	50,000	50,000	224,000
EQUIPMENT REPLACEMENT		5,021,004	3,880,241	4,551,969	2,132,149

City of Richland  
Revenue Summary  
Fund 505 - Public Works Admin. & Engineering

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	12,786	995	-	-
309000	WORKING CAPITAL	-	-	12,785	-
300	WORKING CAPITAL	12,786	995	12,785	-
322101	EXCAVATION PERMITS	24,975	25,000	25,000	25,000
322900	OTHER NON-BUS LIC & PERMITS	1,802	1,200	1,799	1,500
320	LICENSES & PERMITS	26,777	26,200	26,799	26,500
343200	ENGINEERING SERVICES	1,070,241	500,000	500,000	515,444
349321	PW ENGINEER & ADM SVCGENERAL	733,812	985,806	938,115	979,739
349322	PW ENGINEER & ADM SVCWATER	503,185	677,505	643,281	671,822
349323	PW ENGINEER & ADM SVCSEWER	398,355	534,299	509,263	531,858
349324	PW ENGINEER & ADM SVCSLD WST	167,728	224,968	214,427	223,940
349325	PW ENGINEER & ADM SVCSTRM	230,627	309,332	294,837	307,918
349326	PW ADMIN & ENGINEERING STREETS	62,898	82,790	80,410	83,978
340	CHARGES FOR SERVICES	3,166,846	3,314,700	3,180,333	3,314,699
361100	INVESTMENT INTEREST	1,383	2,500	5,000	3,000
369900	OTHER MISCELLANEOUS REVENUE	1,050	-	-	-
369952	REIMBURSE EXPEND-JURY	10	-	150	-
360	MISCELLANEOUS REVENUE	2,443	2,500	5,150	3,000
387520	RES EQ TF FROM EMPLOYEE BENEFITS	-	81,320	-	-
380	NON-REVENUE RECEIPTS	-	81,320	-	-
<b>PUBLIC WORKS ADMN. &amp; ENGINEERING</b>		<b>3,208,852</b>	<b>3,425,715</b>	<b>3,225,067</b>	<b>3,344,199</b>

City of Richland  
Revenue Summary  
Fund 506 - Workers Compensation

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	416,979	377,032	-	-
309000	WORKING CAPITAL	-	-	271,935	-
300	WORKING CAPITAL	416,979	377,032	271,935	-
361100	INVESTMENT INTEREST	4,688	7,000	4,000	4,000
369720	MAND CONTRIB-EMPLOYEE	44,564	47,000	42,500	43,000
369730	CONTRIB FROM EMPLOYER	564,871	683,192	682,216	704,308
369740	CONTRIBUTION -EXPERIENCE FACTOR	100,000	-	200,000	200,000
360	MISCELLANEOUS REVENUE	714,123	737,192	928,716	951,308
WORKERS COMPENSATION		<u>1,131,102</u>	<u>1,114,224</u>	<u>1,200,651</u>	<u>951,308</u>

City of Richland  
Revenue Summary  
Fund 520 - Health Care Benefits Plan

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	5,256,265	5,381,841	-	-
309000	WORKING CAPITAL	-	-	6,375,199	-
300	WORKING CAPITAL	5,256,265	5,381,841	6,375,199	-
361100	INVESTMENT INTEREST	90,565	82,000	90,000	97,500
361320	NET CHANGE IN FMV INVEST	(14,537)	-	-	-
369710	VOLUNTARY COBRA CONTEE	14,605	18,000	18,000	15,000
369711	MED/DENT/VISION CHGSEE	793,686	747,000	848,000	850,000
369712	LIFE, DISAB, AD&D CHGSEE	8,876	9,500	8,800	9,500
369713	VERDE SERVICE COBRA	32,211	-	-	-
369715	SECTION 125DEPENDANT CARE	6,300	10,000	2,860	10,000
369716	SECTION 125MEDICAL	64,684	70,000	78,000	70,000
369731	MED/DENTL/VISION CHGSER	8,677,684	9,135,664	8,896,251	7,528,046
369732	LIFE, DISAB, AD&D CHGSER	266,167	319,448	258,192	298,211
369737	DENTAL CHARGES-ER	-	-	-	800,918
369738	VISION CHARGES-ER	-	-	-	126,815
369900	MISCELLANEOUS REIMBURSEMENTS	99,173	45,000	45,000	45,000
369965	MEDICARE PART D REIMB	43,934	52,000	52,000	52,000
360	MISCELLANEOUS REVENUE	10,083,348	10,488,612	10,297,103	9,902,990
389006	REIMB INSURANCE STOP LOSS	-	50,000	50,000	50,000
380	NON-REVENUE RECEIPTS	-	50,000	50,000	50,000
EMPLOYEE BENEFIT PROGRAM		15,339,613	15,920,453	16,722,302	9,952,990

City of Richland  
Revenue Summary  
Fund 521 - Unemployment

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	332,834	339,034	-	-
309000	WORKING CAPITAL	-	-	382,385	-
300	WORKING CAPITAL	332,834	339,034	382,385	-
361100	INVESTMENT INTEREST	4,425	5,800	6,000	6,200
369730	CONTRIB FROM EMPLOYER	173,603	174,740	174,740	174,692
360	MISCELLANEOUS REVENUE	178,028	180,540	180,740	180,892
UNEMPLOYMENT		510,862	519,574	563,125	180,892

City of Richland  
Revenue Summary  
Fund 522 - Post Employment Health Care Plan

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	3,106,938	3,262,138	-	-
309000	WORKING CAPITAL	-	-	2,816,086	-
300	WORKING CAPITAL	3,106,938	3,262,138	2,816,086	-
361100	INVESTMENT INTEREST	35,783	32,000	32,000	29,500
369714	POST RETIREMENT RETIREE - EE	340,301	370,877	372,384	401,844
369735	POST RETIREMENT ACTIVE - ER	660,067	589,868	521,943	546,522
369736	POST RETIREMENT RETIREE - ER	234,134	209,040	198,681	209,508
369900	OTHER MISC REVENUE	2,414	-	-	-
360	MISCELLANEOUS REVENUE	1,272,699	1,201,785	1,125,008	1,187,374
389006	REIMB INSURANCE STOP LOSS	-	5,000	5,000	5,000
380	NON-REVENUE RECEIPTS	-	5,000	5,000	5,000
POST EMPLOYMENT BENEFIT PROGRAM		4,379,637	4,468,923	3,946,094	1,192,374

City of Richland  
Revenue Summary  
Fund 611 - Fire Pension

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	980,484	973,885	977,262	-
311100	REAL & PERS PROP TAXES-CURRENT	275,000	350,000	350,000	350,000
310	TAXES	275,000	350,000	350,000	350,000
336691	FIRE INSURANCE PREMIUM TAX	51,360	52,415	56,876	64,628
330	INTERGOVERNMENTAL REVENUE	51,360	52,415	56,876	64,628
361100	INVESTMENT INTEREST	37,327	40,100	28,000	31,000
361320	NET CHANGE IN FMV INVEST	586	-	-	-
361900	OTHER INTEREST EARNINGS	9,791	-	4,700	1,687
360	MISCELLANEOUS REVENUE	47,704	40,100	32,700	32,687
389005	REIMB-PENSION MEDICAL	-	5,000	5,000	2,200
380	NON-REVENUE RECEIPTS	-	5,000	5,000	2,200
FIRE PENSION		<u>1,354,548</u>	<u>1,421,400</u>	<u>1,421,838</u>	<u>449,515</u>

City of Richland  
Revenue Summary  
Fund 612 - Police Pension

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	379,888	375,220	381,460	4,533
337003	GF PENSION AND OPEB CONTRIBUTION	-	-	490,000	500,000
330	INTERGOVERNMENTAL REVENUE	-	-	490,000	500,000
361100	INVESTMENT INTEREST	18,751	15,163	15,000	14,750
361320	NET CHANGE IN FMV INVEST	302	-	-	-
361900	OTHER INTEREST EARNINGS	1,575	-	1,575	1,575
360	MISCELLANEOUS REVENUE	20,628	15,163	16,575	16,325
389005	REIMB-PENSION MEDICAL	593	1,500	750	750
380	NON-REVENUE RECEIPTS	593	1,500	750	750
397001	OP TRANS IN-GENERAL FUND	485,000	592,400	-	-
390	OTHER FINANCING SOURCES	485,000	592,400	-	-
POLICE PENSION		886,109	984,283	888,785	521,608



City of Richland  
Revenue Summary  
Fund 630 - Columbia Point Master Association

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	18,806	16,912	16,988	2,020
361100	INVESTMENT INTEREST	219	265	265	265
362901	ASSESSMENT-MARINA VISTA	310	310	310	310
362902	ASSESSMENT- RIVERS EDGE (G)	379	379	379	379
362903	ASSESSMENT- RIVERS EDGE (H)	430	430	430	430
362904	ASSESSMENT-THE REACH (I)	216	216	216	216
362905	ASSESSMENT-CITY OF RICHLAND	-	2,160	2,160	2,160
362906	ASSESSMENT- TRACT A WINCO	731	731	731	731
362907	ASSESSMENT - TRACT B HIGGINS	81	81	81	81
362908	ASSESSMENT - TRACT B MEYER	-	159	159	159
362909	ASSESSMENT - TRACT B YANG	156	156	156	156
362910	ASSESSMENT - TRACT B PRH PROP	248	248	248	248
362911	ASSESSMENT - TRACT I MSTRSN	79	79	79	79
362912	ASSESSMENT -TRACT I COURTYARD	391	391	391	391
362913	ASSESSMENT- TRACT I SUNDANCE	175	175	175	175
362914	ASSESSMENT - TRACT M & N MCGREGO	827	827	827	827
362915	ASSESSMENT -TRACT O NIIRUBGS	885	884	884	884
362916	ASSESSMENT- TRACT O YACHT CLUB	38	38	38	38
362918	ASSESSMENT - TRACT C PRH	396	396	396	396
362919	ASSESSMENT - TRACT J ANTHONY	477	502	502	502
362920	ASSESSMENT -TRACT K GO B ROTHER	165	165	165	165
362921	ASSESSMENT - TRACT B MCCLUSKEY	248	248	248	248
360	MISCELLANEOUS REVENUE	6,451	8,840	8,840	8,840
COLUMBIA POINT MASTER ASSOCIATION		25,257	25,752	25,828	10,860

City of Richland  
Revenue Summary  
Fund 641 - Southeast Communications

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	2,663,634	2,853,445	3,300,628	86,894
317410	ENHANCED 911-SWITCHED	241,411	283,900	240,000	240,000
317420	ENHANCED 911-WIRELESS	813,088	1,132,900	1,020,000	1,044,000
317430	911 ADDED TAX	531,997	-	144,000	194,400
317440	ENHANCED 911-VOIP	-	169,000	185,000	193,200
310	TAXES	1,586,496	1,585,800	1,589,000	1,671,600
338281	COMM SVCS-KENNEWICK	1,073,264	859,101	859,101	874,081
338282	COMM SVCS-RICHLAND	843,109	688,827	688,827	689,397
338283	COMM SVCS-W RICHLAND	186,712	198,307	198,307	210,472
338284	COMM SVCS-BC SHERIFF	624,417	543,089	543,089	545,091
338285	COMM SVCS-BCFD #1	45,504	47,768	47,768	52,070
338286	COMM SVCS-BCFD #2	28,624	30,509	30,509	33,027
338287	COMM SVCS-BCFD #4	39,247	43,966	43,966	48,793
338288	COMM SVCS-EMGCY MGT	3,500	3,500	3,500	3,500
338290	COMM SVCS-BLUE BDG LIGHT	700	700	700	700
338291	COMM SVCS- PROSSER	89,031	93,260	93,260	94,748
338297	COMM SVCS-BCFD #5	1,017	2,687	2,687	2,787
338298	COMM SVCS-BCFD #3	13,536	18,954	18,954	13,314
338299	COMM SVCS-OTHER AGENCIES	-	963	963	1,073
338300	COMM SVCS-PROSSER MEMORL HSPTL	350	350	350	350
338303	COMM SVCS-ACCESS CONNECT	1,800	1,800	1,800	1,800
338310	COMM SVCS-BCFD #6	6,105	8,485	8,485	8,318
330	INTERGOVERNMENTAL REVENUE	2,956,916	2,542,266	2,542,266	2,579,521
361100	INVESTMENT INTEREST	35,725	30,000	30,000	30,000
361900	OTHER INTEREST EARNINGS	317	-	-	-
369900	OTHER MISC REVENUE	1,233	300	300	-
369954	REIMBURSE EXP-OTHER AGENCIES	34,502	-	37,675	-
360	MISCELLANEOUS REVENUE	71,777	30,300	67,975	30,000
387520	RES EQ TF FROM EMPLOYEE BENEFITS	-	109,413	-	-
380	NON-REVENUE RECEIPTS	-	109,413	-	-
SOUTHEAST COMMUNICATIONS		7,278,823	7,121,224	7,499,869	4,368,015

City of Richland  
Revenue Summary  
Fund 642 - 800 MHz Project

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	335,113	340,202	387,769	42,835
338281	COMM SVCS-KENNEWICK	97,666	86,822	86,822	88,865
338282	COMM SVCS-RICHLAND	54,999	49,029	49,029	49,540
338283	COMM SVCS-W RICHLAND	24,381	21,961	21,961	21,961
338289	COMM SVCS-BC CODE ENFORCEMENT	-	-	-	511
338291	COMM SVCS-PROSSER	18,711	16,854	16,854	16,854
338292	COMM SVCS-BC SHF PATROL	94,689	85,290	85,290	85,290
338293	COMM SVCS-BC SHF JAIL	56,700	51,072	51,072	51,072
338294	COMM SVCS-BC PUD	30,618	27,579	27,579	27,579
338295	COMM SVCS-BC PUBLIC WKS	12,474	11,236	11,236	11,236
338299	COMM SVCS- OTHER AGENCIES	69,574	67,473	67,473	72,237
338301	COMM SVCS-AREVA	7,371	6,639	6,639	6,639
338302	COMM SVCS-PROSSER AMBULANCE	567	511	511	511
338304	KENNEWICK 800 DIGITAL	81,972	82,811	82,812	49,198
338305	RICHLAND 800 DIGITAL	81,973	82,811	81,813	49,198
338306	BENTON COUNTY 800 DIGITAL	163,944	165,622	165,623	98,396
338314	SITE FEES	7,500	-	3,750	-
338315	COMM SVCE - BC ANIMAL CONTROL	2,268	2,043	2,043	2,043
338321	PNNL COMM SVCS	10,631	10,214	10,214	7,661
338322	800 MHZ SERVICES	-	-	-	98,396
338900	JUVENILE JUSTICE CENTER	6,322	6,129	6,129	6,129
338903	PUD MICROWAVE	-	29,301	-	-
338904	FIRE AGENCIES MICROWAVE	-	14,407	-	-
338906	BCES MICROWAVE	-	50,556	-	-
330	INTERGOVERNMENTAL REVENUE	822,360	868,360	776,850	743,316
361100	INVESTMENT INTEREST	1,436	1,200	1,200	1,071
360	MISCELLANEOUS REVENUE	1,436	1,200	1,200	1,071
387520	RES EQ TF FROM EMPLOYEE BENEFITS	-	1,260	-	-
380	NON-REVENUE RECEIPTS	-	1,260	-	-
800 MHz PROJECT		1,158,909	1,211,022	1,165,819	787,222

City of Richland  
Revenue Summary  
Fund 643 - Emergency Management

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	106,108	141,895	88,305	-
333209	USDOT- HMEP GRANT	-	-	16,000	-
333811	DOE EMGCY PREP 2014	26,032	-	122,166	-
333812	DOE EMGCY PREP 2013	119,313	-	-	-
333831	SLA/EMA GRANT	88,848	-	-	-
333832	CHEM STOCK GRANT-09	-	-	-	-
333833	CHEM STOCK GRANT 2011	-	-	-	-
333834	CHEM STOCK GRANT 2008	-	-	-	-
333835	CHEM STOCK GRANT-2010	-	-	-	-
333836	EMPG/SLA 2011	-	-	-	-
338837	HOMELAND SECURITY	22,170	-	-	-
333839	CHEM STOCK CLOSEOUT	-	-	-	-
333840	HOMELAND SECURITY	(2)	-	-	-
333841	HOMELAND SEC FY	12,556	-	-	-
333848	HOMELAND SECURITY FY 12-14	41,000	-	-	-
333849	HOMELAND SECURITY CERT	-	-	-	-
333853	HOMELAND SECURITY - CERT 09	-	-	-	-
333970	EMPG GRANT	354	-	85,316	-
333975	SHSP 2014	-	-	69,368	-
333976	SHSP FRANKLIN COUNTY	-	-	15,782	-
333977	SHSP EQUIPMENT GRANT	-	-	5,455	-
334181	EFSEC GRANT 2011	84,102	-	158,521	-
334182	EFSEC GRANT 2013	163,859	-	253,868	-
338262	EMGCY SVCS KENNEWICK	34,958	28,518	28,518	34,886
338263	EMGCY SVCS RICHLAND	28,624	23,513	23,513	28,941
338264	EMGCY SVCS BENTON CITY	2,819	2,655	2,655	2,900
338265	EMGCY SVCS BENTON CNTY	19,391	16,286	16,286	19,931
338266	EMGCY SVCS PROSSER	4,314	3,894	3,894	4,463
338267	EMGCY SVCS W RICHLAND	7,315	6,402	6,402	7,704
330	INTERGOVERNMENTAL REVENUE	655,653	81,268	807,744	98,825
361100	INVESTMENT INTEREST	1,130	-	-	-
369950	REFUND OF EXPENDITURES	10	-	-	-
369952	REIMBURSE EXP - JURY DUTY	479	-	-	-
369966	REIMB ST MOBILIZATN FIRE	18,609	3,000	3,000	3,000
360	MISCELLANEOUS REVENUE	20,228	3,000	3,000	3,000
387520	RES EQ TF FROM EMPLOYEE BENEFITS	-	14,371	-	-
380	NON-REVENUE RECEIPTS	-	14,371	-	-
EMERGENCY MANAGEMENT		781,989	240,534	899,049	101,825

City of Richland  
Revenue Summary  
Fund 644 - Microwave

Source of Revenue		2013 Actual	2014 Adopted	2014 Estimated	2015 Budget
308000	BEGINNING FUND BALANCE	-	-	21,804	-
338903	PUD MICROWAVE	-	-	29,301	29,301
338904	FIRE AGENCIES MICROWAVE	-	-	14,407	14,407
338906	BCES MICROWAVE	-	-	50,556	50,556
330	INTERGOVERNMENTAL REVENUE	-	-	94,264	94,264
397642	OP TRANS IN-800 MHZ	-	-	-	-
390	OTHER FINANCING SOURCES	-	-	-	-
	MICROWAVE	-	-	116,068	94,264

# City of Richland

## Contractual Agreements

FUND/AGENCY	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Proposed	% Change 2014 Revised/ 2015 Proposed
<b>General Fund:</b>								
Southeast Communication Center	\$ 820,678	\$ 830,566	\$ 836,300	\$ 767,230	\$ 626,833	\$ 626,833	\$ 627,351	0.1%
Emergency Management	35,979	35,643	28,531	28,624	23,513	23,513	28,941	23.1%
800 MHz SUA II Agreement	-	-	-	74,595	75,359	75,359	44,770	-40.6%
800 MHz Project	30,033	28,905	48,295	54,999	49,540	49,540	49,540	0.0%
Animal Control Services	214,025	227,018	220,265	230,402	242,429	241,129	246,275	2.1%
Bi-County Police Information Network	45,354	41,798	42,072	31,356	45,336	45,336	48,371	6.7%
Benton County Jail - Detention Services	1,211,647	1,233,183	1,191,055	1,237,717	1,432,801	1,432,801	1,432,801	0.0%
Benton County Jail - Work Crew	45,232	69,199	95,888	128,342	103,500	103,500	93,150	-10.0%
Benton County District Court	615,557	627,957	712,698	618,486	700,000	720,000	741,600	3.0%
Benton County - Voter Reg. & Election	46,966	77,765	67,721	156,574	78,000	78,000	78,000	0.0%
Benton Franklin Air Pollution Control	51,689	53,031	54,178	54,780	55,832	55,832	57,130	2.3%
Benton Franklin - Dept. of Human Services	11,811	11,675	12,756	11,193	12,000	12,000	12,000	0.0%
Benton Franklin Council of Government	31,410	31,259	31,405	31,249	33,000	28,186	33,000	17.1%
Columbia Basin Dive & Rescue	5,804	5,804	5,804	5,804	5,804	5,804	3,250	-44.0%
City of Kennewick Interlocal Agreement	87,770	89,104	86,918	76,802	15,000	11,540	-	-100.0%
Hazardous Materials	5,000	5,000	5,000	5,000	5,250	5,250	5,250	0.0%
Chaplaincy Program	900	900	900	900	945	945	945	0.0%
Child Interviewer	11,833	9,833	9,730	9,600	9,900	9,900	10,136	2.4%
Columbia Basin Domestic Violence Srvc.	11,550	9,773	11,551	11,142	14,741	10,662	10,662	0.0%
<b>Industrial Development Fund:</b>								
Chamber of Commerce	5,250	5,000	5,250	5,250	5,250	5,250	2,000	-61.9%
Small Business Support Program	-	-	5,064	10,000	5,000	5,000	5,000	0.0%
TRIDEC Marketing Expense-Recruitment	31,000	31,000	31,000	31,000	31,000	31,000	31,000	0.0%
PFD Interlocal Agreement	-	9,900	12,000	42,000	16,600	16,600	-	-100.0%
<b>Hotel/Motel Fund:</b>								
Tri-City Visitor's and Convention Bureau	166,368	170,199	180,067	185,995	187,683	189,036	189,887	0.5%
<b>Medical Services Fund:</b>								
Southeast Communication Center	84,884	82,649	84,165	75,880	61,994	61,994	62,046	0.1%
Chaplaincy Program	5,100	5,100	5,100	5,100	5,355	5,355	5,355	0.0%
Columbia Basin Dive & Rescue	5,804	5,804	5,804	5,804	5,804	5,804	3,250	-44.0%
800 MHz SUA II Agreement	-	-	-	7,378	7,453	7,453	4,428	-40.6%
Emergency Medical Services	2,454	2,794	3,225	3,270	3,800	3,800	3,800	0.0%
<b>Total</b>	<b>\$ 3,584,098</b>	<b>\$ 3,700,859</b>	<b>\$ 3,792,742</b>	<b>\$ 3,906,472</b>	<b>\$ 3,859,722</b>	<b>\$ 3,867,422</b>	<b>\$ 3,829,938</b>	<b>-1.0%</b>

## City of Richland Departmental Responsibility and Oversight

Department/Division	2015 Budget Responsibility	2015 Staffing Level
<b>Administration:</b>		
City Council	\$ 183,862	0.00
City Manager	443,180	1.50
City Clerk	307,655	2.00
City Attorney	1,412,572	2.00
Assistant City Manager	274,960	1.50
Information Technology	3,707,117	16.50
Communications & Marketing	425,114	3.60
Hotel-Motel Tax	413,057	0.00
Special Lodging Assessment	405,450	0.00
Cable Communications	207,431	1.70
Hanford Communities	214,363	1.00
Total Administration	\$ 7,994,761	29.80
<b>Administrative Services:</b>		
Administrative Services - Administration	\$ 436,984	3.00
Finance	2,576,969	20.75
Purchasing & Warehouse	893,838	8.00
Human Resources	1,022,525	5.50
Non-Departmental	4,513,683	0.00
Capital Improvement	1,510,462	0.00
PFD Facility Contingency	-	0.00
LTGO Bonds	1,815,168	0.00
Fire Station 74 Bonds	238,457	0.00
Police Station Debt Service	263,623	0.00
Richland Community Center Debt Service	331,208	0.00
Library Remodel Debt Service	1,356,988	0.00
RAISE Area Debt Service	656,958	0.00
LID Guaranty	150,010	0.00
Special Assessment	7,000	0.00
Central Stores	25,650	0.00
Equipment Maintenance	3,672,583	9.00
Equipment Replacement	1,239,522	0.00
Workers Compensation	913,019	0.00
Employee Benefits	9,925,845	0.00
Unemployment	160,000	0.00
Post Employment Benefit	1,078,133	0.00
Fire Pension	435,728	0.00
Police Pension	521,608	0.00
Total Administrative Services	\$ 33,745,961	46.25

**City of Richland**  
**Departmental Responsibility and Oversight**

Department/Division	2015 Budget Responsibility	2015 Staffing Level
<b>Fire:</b>		
Fire & Emergency Services	\$ 7,049,828	43.85
Medical Service Fund	3,659,835	18.85
Total Fire & Emergency Services	\$ 10,709,663	62.70
<b>Police:</b>		
Police Services	\$ 12,634,192	71.20
Criminal Justice Sales Tax (new)	849,904	6.00
Criminal Justice	47,724	0.00
Total Police Services	\$ 13,531,820	77.20
<b>Community &amp; Development Services:</b>		
Community & Development Services Administration	\$ 438,664	2.00
Development Services	1,583,405	11.55
Redevelopment	279,375	2.00
Columbia Point Master Association	10,860	0.00
Community Development Block Grant (CDBG)	221,943	0.50
Home	465,461	0.50
Industrial Development	915,353	2.50
Broadband Utility	283,425	0.00
Total Community & Development Services	\$ 4,198,486	19.05
<b>Parks &amp; Public Facilities:</b>		
Parks Administration	\$ 223,516	1.50
Recreation	1,201,902	10.00
Facilities	5,033,937	21.00
Parks Project Administration	440,438	3.50
Park Reserve	276,975	0.00
Parks Capital Projects	1,597,445	0.00
Fire Station #74 Capital Project	50,000	0.00
Library	2,019,845	19.50
Golf Course	1,764,286	0.00
Total Parks & Public Facilities	\$ 12,608,344	55.50



**City of Richland  
Departmental Responsibility and Oversight**

Department/Division	2015 Budget Responsibility	2015 Staffing Level
<b>Benton County Emergency Services:</b>		
Southeast Communications	4,368,015	35.65
800 MHz Project	787,222	0.38
Emergency Management Fund	101,825	3.77
Microwave Fund	94,264	0.05
Total BCES Services	\$ 5,351,326	39.85
<b>Energy Services:</b>		
Business Services	\$ 15,476,564	5.40
Electrical Engineering	1,474,875	9.00
Power Operations	8,161,025	23.00
Systems	4,489,600	11.75
Energy Policy Management	38,489,525	1.10
Technical Services	1,033,950	6.25
Total Energy Services	\$ 69,125,539	56.50
<b>Public Works:</b>		
City Streets	\$ 2,954,533	9.00
Streets Capital Projects	4,730,943	0.00
Water Administration	8,075,583	0.00
Water Operations	2,134,840	8.50
Water Maintenance	2,476,586	14.50
Water Construction Projects	2,250,000	0.00
Wastewater Administration	4,593,209	0.00
Wastewater Operations	2,105,311	12.10
Wastewater Maintenance	1,455,521	10.85
Wastewater Construction Projects	8,419,410	0.00
Solid Waste Administration	2,135,960	0.00
Solid Waste Collection	3,606,010	18.25
Solid Waste Disposal	2,220,245	10.45
Solid Waste Construction Projects	488,000	0.00
Stormwater	1,554,210	2.05
Stormwater Construction Projects	100,000	0.00
Public Works Admin. & Engineering	3,344,199	25.00
Total Public Works	\$ 52,644,560	110.70
Total Budget/Staffing	\$ 209,910,460	497.55

**City of Richland**  
**Staffing Level by Department/Division**  
**2006-2015**

Department / Division	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015 Changes	2015
<b>City Manager</b>											
City Manager	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	-	1.50
City Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-	2.00
City Attorney	4.00	4.00	4.00	4.00	3.50	3.50	3.50	3.00	3.00	(1.00)	2.00
Assistant City Manager	1.50	1.50	1.50	1.50	2.00	2.00	2.00	1.50	1.50	-	1.50
Information Technology	15.50	14.50	14.50	15.50	15.50	15.50	15.50	16.50	16.50	-	16.50
Communications & Marketing	1.65	1.65	1.65	1.65	1.65	1.65	1.65	2.65	3.65	(0.05)	3.60
Cable Communication	1.70	1.70	1.70	1.70	1.70	1.70	1.70	1.70	1.70	-	1.70
Hanford Communities	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-	1.00
<b>Total City Manager</b>	<b>28.85</b>	<b>27.85</b>	<b>27.85</b>	<b>28.85</b>	<b>28.85</b>	<b>28.85</b>	<b>28.85</b>	<b>29.85</b>	<b>30.85</b>	<b>(1.05)</b>	<b>29.80</b>
<b>Administrative Services:</b>											
Administration	2.00	2.00	4.00	4.00	4.00	4.00	4.00	4.00	2.00	1.00	3.00
Finance	19.00	18.00	18.00	19.00	19.00	19.00	19.00	19.25	20.25	0.50	20.75
Purch/Warehouse & Stores	14.00	14.00	11.00	11.00	11.00	10.60	10.60	8.00	8.00	-	8.00
Human Resources	6.00	6.00	6.00	6.50	6.50	6.50	6.50	6.50	6.50	(1.00)	5.50
Equipment Maintenance	10.00	10.00	9.00	9.00	9.00	8.00	8.00	9.00	9.00	-	9.00
<b>Total Administrative Services</b>	<b>51.00</b>	<b>50.00</b>	<b>48.00</b>	<b>49.50</b>	<b>49.50</b>	<b>48.10</b>	<b>48.10</b>	<b>46.75</b>	<b>45.75</b>	<b>0.50</b>	<b>46.25</b>
<b>Fire &amp; Emergency Services:</b>											
Fire & Emergency	48.97	43.47	43.20	42.95	42.95	42.95	41.88	41.88	41.88	1.97	43.85
Medical Services	9.03	14.53	14.80	14.80	14.80	14.80	15.87	15.87	14.87	3.98	18.85
<b>Total Fire &amp; Emerg Svcs</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>57.75</b>	<b>57.75</b>	<b>57.75</b>	<b>57.75</b>	<b>57.75</b>	<b>56.75</b>	<b>5.95</b>	<b>62.70</b>
<b>Police Services:</b>											
Police	66.30	66.30	69.30	69.80	69.80	70.30	71.40	71.90	71.90	(0.70)	71.20
Criminal Justice Sales Tax Fund	-	-	-	-	-	-	-	-	-	6.00	6.00
<b>Total Police Services</b>	<b>66.30</b>	<b>66.30</b>	<b>69.30</b>	<b>69.80</b>	<b>69.80</b>	<b>70.30</b>	<b>71.40</b>	<b>71.90</b>	<b>71.90</b>	<b>5.30</b>	<b>77.20</b>
<b>Community &amp; Development Services:</b>											
Administration	1.63	1.50	1.50	1.50	1.50	1.50	1.50	2.00	2.00	-	2.00
Development Services	14.00	14.00	14.00	14.00	13.00	12.00	12.00	11.50	11.55	-	11.55
Economic Development	3.37	2.50	2.50	2.50	3.50	3.50	3.50	2.50	2.50	-	2.50
Redevelopment	2.05	2.05	2.05	2.15	2.45	3.45	3.45	3.00	3.00	(1.00)	2.00
Housing Development	1.75	1.75	1.75	1.45	1.30	1.30	1.30	1.25	1.25	(0.75)	0.50
Home	0.90	0.90	0.90	0.90	0.75	0.75	0.75	0.75	0.75	(0.25)	0.50
<b>Total Comm &amp; Dev Svcs</b>	<b>23.70</b>	<b>22.70</b>	<b>22.70</b>	<b>22.50</b>	<b>22.50</b>	<b>22.50</b>	<b>22.50</b>	<b>21.00</b>	<b>21.05</b>	<b>(2.00)</b>	<b>19.05</b>

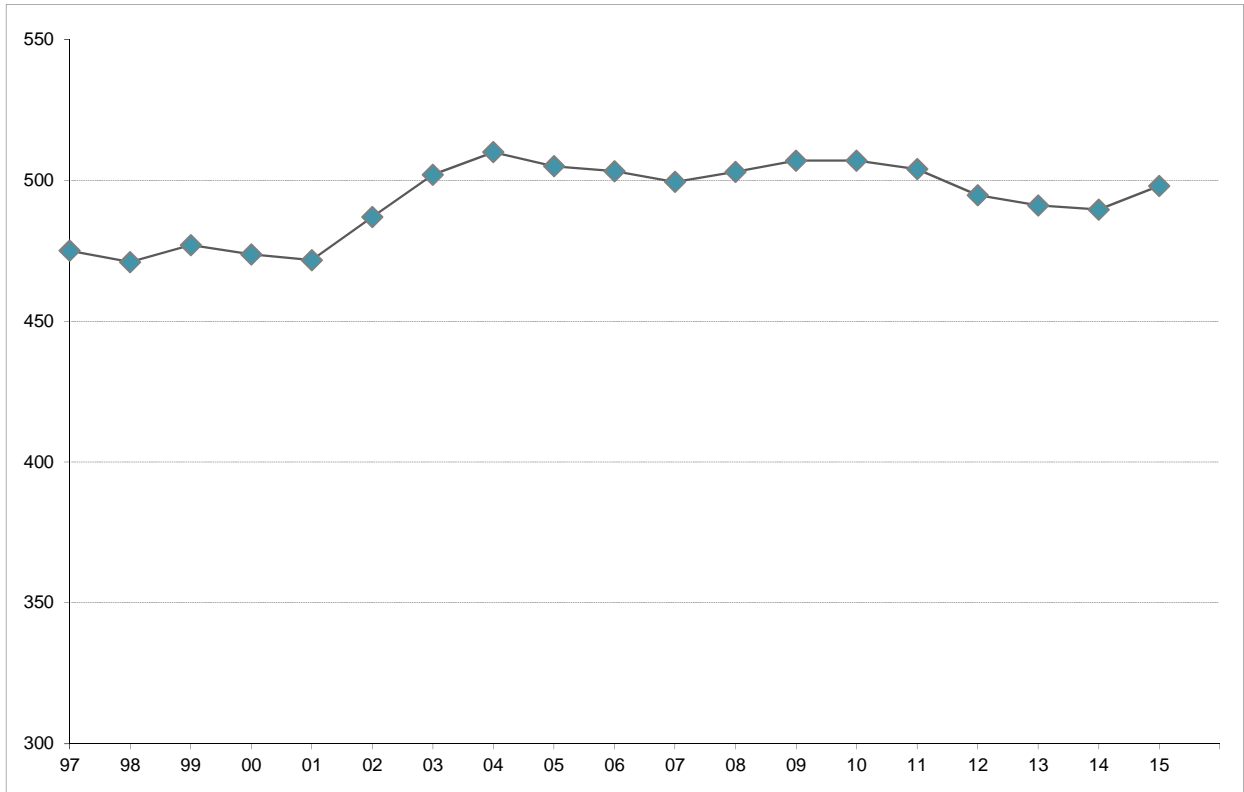
**City of Richland**  
**Staffing Level by Department/Division**  
**2006-2015**

Department / Division	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015 Changes	2015
<b>Parks &amp; Public Facilities</b>											
Administration	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.50	1.50	-	1.50
Parks & Rec. Projects Adm.	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.50	3.50
Recreation	11.00	11.00	11.35	11.35	11.35	11.35	11.10	11.10	11.10	(1.10)	10.00
Parks & Facilities	21.10	21.10	22.00	22.00	22.00	22.00	21.50	20.50	21.00	-	21.00
Library	15.50	16.50	18.50	19.50	19.50	19.50	19.50	19.50	19.50	-	19.50
<b>Total Parks &amp; Public Facilities</b>	<b>51.60</b>	<b>52.60</b>	<b>55.85</b>	<b>56.85</b>	<b>56.85</b>	<b>55.85</b>	<b>55.10</b>	<b>54.60</b>	<b>55.10</b>	<b>0.40</b>	<b>55.50</b>
<b>Benton County Emergency Services:</b>											
Southeast Communications	42.50	42.10	42.10	41.50	41.50	41.00	36.75	35.75	35.70	(0.05)	35.65
800 Mhz	-	-	-	-	-	-	-	0.43	0.43	(0.05)	0.38
Microwave	-	-	-	-	-	-	-	-	-	0.05	0.05
Emergency Management	12.00	12.40	12.40	12.00	12.00	11.50	5.00	3.82	3.82	(0.05)	3.77
<b>Total BCES Services</b>	<b>54.50</b>	<b>54.50</b>	<b>54.50</b>	<b>53.50</b>	<b>53.50</b>	<b>52.50</b>	<b>41.75</b>	<b>40.00</b>	<b>39.95</b>	<b>(0.10)</b>	<b>39.85</b>
<b>Electric Utility:</b>											
Business Services (Admin.)	1.34	1.34	1.34	1.34	1.34	1.34	7.50	7.50	5.50	(0.10)	5.40
Electrical Engineering	8.33	8.33	8.83	8.33	8.33	8.33	8.00	8.00	8.00	1.00	9.00
Power Operations	22.83	22.83	22.83	22.83	22.83	22.83	22.00	22.00	23.00	-	23.00
Systems	12.83	12.58	12.33	12.33	12.33	12.33	11.50	11.50	11.75	-	11.75
Energy Policy Management	4.33	4.33	4.33	4.33	4.33	4.33	1.00	1.00	2.00	(0.90)	1.10
Technical Services	7.84	8.09	8.34	8.34	8.34	8.34	7.50	7.50	6.25	-	6.25
<b>Total Electric Utility</b>	<b>57.50</b>	<b>57.50</b>	<b>58.00</b>	<b>57.50</b>	<b>57.50</b>	<b>57.50</b>	<b>57.50</b>	<b>57.50</b>	<b>56.50</b>	<b>-</b>	<b>56.50</b>
<b>Public Works:</b>											
Water Operations	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	-	8.50
Water Maintenance	15.00	15.00	15.25	15.25	14.75	14.75	14.75	14.75	14.75	(0.25)	14.50
Wastewater Operations	12.75	13.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	-	12.10
Wastewater Maintenance	11.20	11.35	11.35	11.35	10.85	10.85	10.85	10.85	10.85	-	10.85
Solidwaste Collection	14.25	13.60	14.25	16.25	16.25	18.25	18.25	18.25	18.25	-	18.25
Solidwaste Disposal	11.45	9.60	9.25	9.25	9.25	9.25	10.25	10.25	10.25	0.20	10.45
Moderate Risk Waste	1.80	1.80	2.00	2.00	2.00	-	-	-	-	-	-
Stormwater	4.05	4.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05	-	2.05
City Streets	9.00	9.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	(1.00)	9.00
Public Works Adm & Eng	23.80	24.00	24.00	24.00	25.00	25.00	25.00	25.00	25.00	-	25.00
<b>Total Public Works</b>	<b>111.80</b>	<b>110.00</b>	<b>108.75</b>	<b>110.75</b>	<b>110.75</b>	<b>110.75</b>	<b>111.75</b>	<b>111.75</b>	<b>111.75</b>	<b>(1.05)</b>	<b>110.70</b>
<b>Total</b>	<b>503.25</b>	<b>499.45</b>	<b>502.95</b>	<b>507.00</b>	<b>507.00</b>	<b>504.10</b>	<b>494.70</b>	<b>491.10</b>	<b>489.60</b>	<b>7.95</b>	<b>497.55</b>

# City of Richland

## Personnel History

### 1997 - 2015



Year	97	98	99	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
Employees*	475	471	477	474	472	487	502	510	505	503	499	503	507	507	504	495	491	490	498

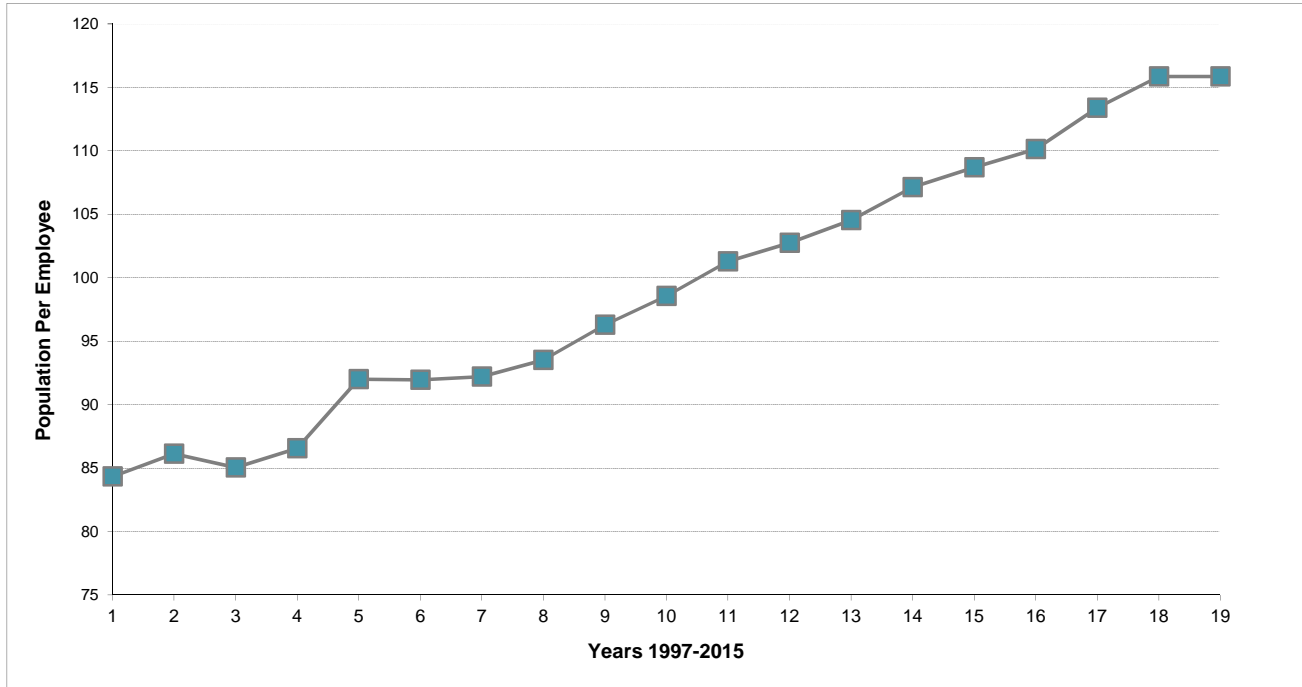
Employee count totals are rounded.

\*Includes Benton County Emergency Services employees

# CITY OF RICHLAND

## Population Per Employee

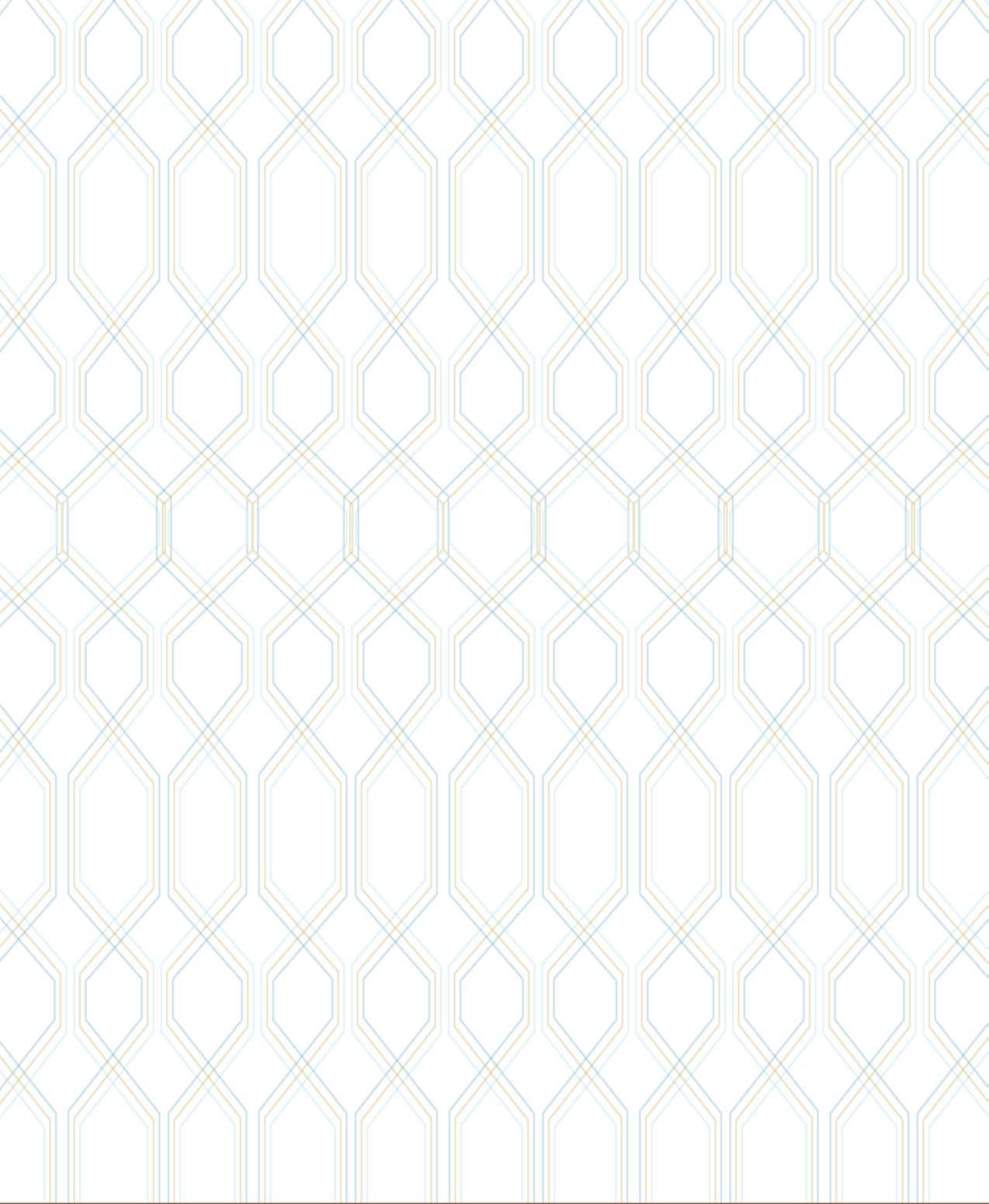
### 1997 - 2015



Year	97	98	99	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
<b>Ratio</b>	84.3	86.1	85.0	86.5	92.0	91.9	92.2	93.5	96.3	98.6	101.3	102.8	104.5	107.1	108.7	110.1	113.4	115.9	115.9
<b>Employee*</b>	433.45	427.95	433.70	429.70	427.70	436.70	451.70	456.20	451.95	448.75	444.95	448.45	453.50	453.50	451.60	452.95	451.10	449.60	457.70
<b>Population as of April 1</b>	36,550	36,860	36,880	37,190	39,350	40,150	41,650	42,660	43,520	44,230	45,070	46,080	47,410	48,580	49,090	49,890	51,150	52,090	53,030

\* Excludes Benton County Emergency Services employees, being Regional Services.

Population for 2015 is estimated





# **STRATEGIC LEADERSHIP PLAN**





# KEY ELEMENTS

KEYS TO UNLOCK OUR FUTURE - YEAR SEVEN

1. Financial Stability and Operational Effectiveness
2. Infrastructure and Facilities
3. Economic Vitality
4. Targeted Investments
5. Natural Resources Management
6. Community Amenities
7. Neighborhoods and Community Safety





## Strategic Leadership Plan 5-year Goals for 2013 - 2017

### **Key 1: Financial Stability and Operational Effectiveness**

The City of Richland will effectively manage the financial resources our citizens provide for City government. Our staff will strive to deliver excellent services at the most reasonable cost. We will ensure that Richland residents receive great value for their tax dollars, and that City programs, services, and capital projects benefit the community as a whole. We recognize our citizens demand accountability and adaptability especially when evaluating / prioritizing non-essential services. Richland will be a leader in encouraging collaborative, community-wide efforts that contribute to our City's financial stability and sustainable growth. The City must remain flexible to ensure resources are available for the future. We strive for public trust and confidence.

Goal 1:	Implement and adopt the long-term fiscal management plan and accompanying policies, as needed, to ensure financial resources are available to achieve visioning 2030.
Goal 2:	Identify, refine and improve our methods of service delivery, through continuous process improvement and performance measures.
Goal 3:	Identify and implement collaboration with other public and private entities in order to achieve cost effective services.
Goal 4:	Become a municipal government leader in integrated technology.
Goal 5:	Develop a comprehensive human resource strategy.
Goal 6:	Develop and maintain the City's ability to prepare for, respond to, recover from, and mitigate against major emergencies and disasters, minimizing the loss of life and property, ensuring continuity of government, and facilitating rapid recovery.

### **Key 2: Infrastructure and Facilities**

Richland is a full-service City that operates and maintains a broad range of facilities and infrastructure, including several utilities, critical to meeting community needs. City growth is accompanied by the need for additional facilities and infrastructure that are in the best interest of the community. With limited Federal and State funding, we must balance the costs to provide, staff, and maintain these new assets with the demands of maintaining existing facilities and infrastructure.

Goal 1:	Plan and provide infrastructure and facilities essential to community growth.
Goal 2:	Maximize existing facility and infrastructure life through sustainable maintenance programs.
Goal 3:	Develop a comprehensive, yet realistic energy policies.
Goal 4:	Plan solid waste disposal facilities and programs to achieve the community's long-range fiscal and environmental priorities.

Council Approved: 6/5/12

**Key 3: Economic Vitality**

Economic vitality is a community’s capacity to be economically competitive, resilient, and attractive to private and public enterprise. This requires strength to withstand the ups and downs of an economic cycle. When times are good, Richland must be prepared to grow and prosper, and when times are hard, we want the reserves to ensure continued economic health. Richland also needs “energy,” -- that bustle of activity that thriving communities exhibit. Community energy attracts talent (people) and capital (business) to an area. To remain vital, Richland must grow its economy, diversify its capital, and attract and retain talent. An economically vital Richland will require a team effort between regional organizations, neighboring cities, ports, other public entities, and the private sector. Richland cannot exist as a robust island independent of its neighbors.

Goal 1:	Increase retail sales tax per capita by recruiting new retail development.
Goal 2:	Increase primary sector, non-Hanford employment in Richland.
Goal 3:	Create an environment that fosters the recruitment and retention of young talent within the Tri-Cities.
Goal 4:	Promote and facilitate greater access to reasonably priced, high-level broadband services to Richland business and residents
Goal 5:	Increase the non-residential property tax base by facilitating commercial and industrial development.

**Key 4: Targeted Investments**

The City will make strategic investments in targeted areas to help ensure achievement of the City goals and a vibrant future. Primary targets are the Research District, Energy Park, Central Business District, and Island View. The City will seek grant funding and partnerships to achieve maximum leverage on these investments.

Goal 1:	Implement the Central Business District and Swift Corridor Master Plans.
Goal 2:	Implement the Island View master plan.
Goal 3:	Support growth of the Research District that leads to increased private sector investment, job growth and technology innovation.
Goal 4:	Support the development of the Energy Park through collaboration with other participants.

**Key 5: Natural Resources Management**

Richland has significant natural resources that provide its citizens an exceptional quality of life. The City will develop strategies to identify and conserve these resources while balancing the realities of accommodating a growing community.

Goal 1:	Balance private and public interests in the preservation of identified natural and environmentally sensitive areas.
Goal 2:	The City will provide services that promote sustainable environmental stewardship; provide a healthy and satisfying work environment for its employees; and minimize its impact on the physical environment of the community.
Goal 3:	Protect and enhance the City's water resources.

**Key 6: Community Amenities**

The citizens of Richland have a deep affinity for their city, especially the vast array of community amenities, such as our library and parks system. They want it to be a community with distinct character and image; rich with quality amenities and programs that enhance the quality of life beyond the provision of core City services. Richland can highlight features and amenities that attract and excite residents and visitors. Enhanced community amenities will promote economic vitality and long-term sustainability. We envision that people are proud to say they live, work, play, and thrive in Richland.

Goal 1:	Identify and invest in local and regional cultural, recreational, leisure and educational amenities that enhance residents quality of life and promotes tourism.
Goal 2:	Create gateways, streetscapes, and public art features to enhance and beautify the City.
Goal 3:	Provide and maintain park and recreation facilities to meet the identified needs of the community.

**Key 7: Neighborhoods and Community Safety**

Neighborhoods and a sense of safety are the basic building blocks of our city. They are where we live, raise our families, and socialize with our friends and neighbors. We recognize that in many ways, our City is only as strong and safe as our neighborhoods. Our challenge is to generate a greater sense of community care and pride through prevention of neighborhood deterioration; providing a safe community; and connecting residents to cultural, entertainment, and employment opportunities located throughout the City.

Goal 1:	Promote enhanced levels of public safety, livability, and attractiveness of neighborhoods and commercial property.
Goal 2:	Create non-motorized connectivity features that link neighborhoods, civic facilities, employment centers, parks, and commercial centers.
Goal 3:	Develop a strategy for revitalization of deteriorating neighborhoods.

Council Approved: 6/5/12



# 2014 ACCOMPLISHMENTS





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 FINANCIAL STABILITY AND OPERATIONAL EFFECTIVENESS**

**1 1** Implement and adopt a long-term fiscal management plan and accompanying policies, as needed, to ensure financial resources are available to achieve visioning 2030.

**1 1 1** Establish utility rate review cycle for regular programmed rate evaluations (water, solid waste, sewer and stormwater)

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Initiating four-year rotation for rate studies with Water completed in 2011, Solid Waste in 2012, Sewer and Storm in 2014. Staff's review of Stormwater fund indicates no detailed rate study or increase is proposed for the near future. The next Water rate study is scheduled for 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**1 1 2** Complete the fiscal policies documentation, including a utility rate setting policy, and operating reserve policy for policies not addressed in the initial 2012 Policy Manual. Final Adoption and Council approval will be completed by September 30, 2013, with subsequent annual updates and modifications as needed.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** A draft financial policy manual was completed in 2012. In 2014, work was done to determine the appropriate level of reserves for the General Fund. The reserve policy for the General Fund and all other reserve policies need to be incorporated into a long-term financial plan. In 2015, this goal needs to be updated to say, "Draft a long-term financial plan, which includes reserve policies for review and input by the Leadership Team and Council." (The long-term financial plan should include utility rate setting policies.)

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>In Progress</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 1 3** Implement Budgeting for Outcomes for the 2016 budget process.

Beginning Year: **2016**                      Ending Year: **2017**

**Update Summary:** Budgeting for outcomes will be done in multiple phases starting in 2016. In 2016, research will be conducted so an implementation plan and timeline can be created for future years.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>Not Started</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 1 4** Establish utility rate review cycle for regular programmed rate evaluations (electric and ambulance)

Beginning Year: **2015**                      Ending Year: **2016**

**Update Summary:** This has been completed for the Electric Utility with an annual update each spring to the Cost of Service Analysis (COSA) followed by a rate setting process as necessary with recommended retail rate adjustments included in the respective year's budget development process for each upcoming calendar year.  
 The ambulance rate study will be completed in the second half of 2014 to ensure the appropriate level of funding for the fire station construction bond and for staffing, is in place.  
 Sewer and Stormwater rate studies are being completed in 2014 as part of the system plan updates. These rate studies will help predict necessary future adjustments.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-13</b>			

**1 2** Identify, refine and improve our methods of service delivery, through continuous process improvement and performance measures.

**1 2 1** Investigate formation and implementation of parks and facilities work crew teams.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** The Parks and Public Facilities Department has implemented work crew teams on the Parks and Facilities Crew. Teams are formed using the geographic model to encourage familiarization and ownership of areas. The City's "Turf Team" includes multidisciplinary craftworkers to address various issues throughout the year. Performance benchmarking has been established for all staff and teams. This model is projected to save approximately \$30,000 in 2013 and will enable the absorption of Gala Park and the expanded Claybell Park without additional FTE growth (but without a similar savings in temporary seasonal labor as was seen in 2013).

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-13</b>

**1 2 2** Complete data collection and target-setting for identified performance measures.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Parks and Facilities identified benchmarks for park maintenance including mowing, edging and other cleanup times within identified level of service standards.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-13</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 2 3** Implement centralized Parks and Public Facilities Department invoice payment process.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** A citywide "asset management and work order" study is underway and being led by the IT group.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-14</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 2 4** Establish an internal task force to address Electric Utility performance benchmarking and recommended actions.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** This objective has been pushed forward due to other priorities. The review with the Utility Advisory Committee and selection of an internal review team will take place the first quarter of 2015, with revised report completed by the end of the third quarter of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>In Progress</b>			

**1 2 5** Complete analysis of performance measures relative to targets and identify stretch targets for task and program change development.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** Performance measures are tracked quarterly; stretch targets have been identified. Parks and Facilities has created a new model of park maintenance including the development of geographic teams and strong field supervision and accountability. Programs are continually being evaluated for efficiency improvements.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 2 6** Join the Joint Apprenticeship and Training Committee (JATC) program for future new recruits to receive in depth training at a 12-week, State certified training site recruit academy. There will be delays in new recruits beginning shift work; however, membership in the JATC program mitigates the cost of the training.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** The third round of recruits are at Bates Technical College in Tacoma.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>Complete-13</b>		



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 2 7** Develop robust reporting and analysis tools distributed to division supervisors and managers to support performance measurement and productivity analysis.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Held scoping meetings with finance, water, and streets staff to begin development of operations cost reports. Work has been suspended due to higher profile tasks during the second half of 2013; to be revisited in 2014.  
 Parks and Facilities uses benchmarking data for park maintenance material cost and labor resources. The geographic team model increased the efficiency of park maintenance and saved an estimated \$30,000 in 2013.  
 Throughout the year several reports were developed as part of the report design process. The design of a new Enterprise Reporting Data Warehouse to support citywide reporting has been partially completed. The architecture will be presented and reviewed by management with the initial work focused on financial data reporting during the first quarter of 2015 followed by enterprise operational reporting needs.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**1 2 8** Re-evaluate parks and facilities work order system for optimum process improvement.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** The Parks and Facilities group is participating in the Citywide process to convert to a content enterprise system for several workgroups. Hickling & Associates, work order system consultants, were hired during the first quarter of 2014 to work with City staff. Hickling & Associates presented their finding to the management in September. Key pre-requisites that were recommended are being implemented the fall and into the winter of 2015. Recommendations from these activities will define key milestones for remainder of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 2 9** Implement performance change tasks and program changes.

Beginning Year: **2014**

Ending Year: **2014**

**Update Summary:** Parks and Recreation continually evaluate tasks in an effort to increase level of service and decrease labor and material costs. One example includes a revised hiring process and evaluation and the development of Division value statements in support of the City's Strategic Leadership Plan. Landscaping at City facilities and certain park sites can be labor intensive when it includes plant material that requires regular pruning and shaping. Staff has been replacing such landscaping with low-maintenance and low-water requirement plantings at the Community Center, City Shops, Stevens Triangle, Leslie Groves, and other locations. Additional work will occur in 2014. New turf areas at Claybell Park and Gala Park utilized city-generated compost material as a soil amendment intended to lessen required fertilization and water use.

In Solid Waste Collection, RouteWare is enabling us to rebalance collection routes to gain efficiencies. In Wastewater, plant operator shifts are being revised to improve productivity.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 2 10** Implement a CARES (Community Assistance Response) program in the fire department, in partnership with Kadlec Regional Medical Center and the graduate social welfare program in one of our regional universities. CARES works in collaboration with these partners to assist vulnerable populations who often use fire department services for lack of more appropriate community resources.

Beginning Year: **2014**

Ending Year: **2015**

**Update Summary:** Preparation has continued for the CARES program, ensuring that risk concerns are addressed. Partnerships are being developed and described in preparation for a 2015 implementation.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>In Progress</b>		

**1 2 11** Measure effects of program change implementation.

Beginning Year: **2015**

Ending Year: **2015**

**Update Summary:** In 2013 the City altered the model for trash collection in City parks. The new process saved approximately \$20,000 in container rentals and individual can service. City supervisors included the Benton County Work Crew contracted labor into the new team model for park maintenance. This shift in management has resulted in the completion of prioritized work tasks by the work crew.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 2 12** Repeat analysis, program change, measurement cycle.

Beginning Year: **2016**                      Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**1 3** Identify and Implement collaboration with other public and private entities in order to achieve cost effective services

**1 3 1** Contribute to Benton County Solid Waste Advisory Committee (SWAC) to propose a re-established regional Moderate Risk Waste Facility and program prior to 2015 budget development process

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Benton County SWAC meets four or five times per year, with re-establishment of the MRW facility its highest priority. Two phases of consultant work have been completed to help develop a restart proposal, but no decisions by elected bodies have been made to date. Proposal to transfer program administration to Benton Franklin Council of Governments (BFCOG) was abandoned in the spring of 2014. SWAC is having productive meetings aimed at this goal.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**1 3 2** Apparatus and Personnel Protective Equipment renumbering.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Walla Walla fire agencies have joined the numbering scheme. They are the third county to do so.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>Complete-13</b>		



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 3 3** Station Alerting: Improve dispatch and turnout time with an automatic station alerting system, in concert with area fire agencies, which draws from Computer Aided Design (CAD).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Awaiting the establishment of the bi-county communications system, MATRICS. No federal grant was received but the City of Pasco is taking the lead on the backbone system for this program. The new Fire Station 74 will be constructed to accommodate internet based station alerting if implemented in the future.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>Not Started</b>		

**1 3 4** Bi-County Communications Project

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The MATRICS Business Plan and Interlocal Agreement are in final draft and ready for presentation to the five-jurisdiction steering committee.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>In Progress</b>		

**1 3 5** Partnership with the Department of Energy (DOE) and Pacific Northwest National Laboratory (PNNL) for North fire station.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Meetings between the City and PNNL representatives have continued and we are now ready to put a specific plan in place for consideration. The plan will be drafted in the second half of 2014. PNNL will include other federal partners.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>In Progress</b>		

**1 3 6** Complete the Fire Department's first full refurbishment of a medic unit (ambulance). Refurbishing a unit has significant savings to the City but requires the medic unit to be out of service for about 90 days. During those days the City will be reliant on other fire agencies with a spare medic unit whenever any Richland frontline medic unit is out of service. Collaborative, preplanned permissive use processes with our partner agencies will be key to keeping as many staffed medic units in the system as possible.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** The first ambulance to be refurbished is scheduled for 2015. Coverage for a reserve ambulance will rely on Pasco and Kennewick for support during the refurbishment.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>Not Started</b>		



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 4** Become a municipal government leader in integrated technology.

**1 4 1** Complete GIS network development for water, sewer, storm systems.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Project budgeted in 2013 IT Work Plan. No progress to date. During the first quarter ESRI provided recommendations to upgrade the existing platform prior to commencing this work. Platform upgrades include both hardware replacement and software upgrades. The hardware has recently been purchased and implementation will begin upon arrival. This project will be initiated once the platform upgrade is complete.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**1 4 2** Complete a comprehensive baseline study to guide the City's entry into smart grid electrical system technology.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Study enlisted by consultant UtiliWorks in fall of 2013. Several meetings with the Utility Advisory Committee in 1st two quarters of 2014 and Assessment Report completed with summary results presented to City Council at a workshop on June 24th.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-14</b>			

**1 4 3** Apply two new technology innovations / upgrades to provide optimal customer service for recreation, educational, leisure and community activities/events.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** In 2013 the City received a significant donation from Fluor Hanford of computers for the City's computer lab in the Community Center. A customer computer kiosk has been installed in the lobby of the Community Center to access community recreation opportunities. The private, Charter WiFi system was upgraded with equipment allowing faster internet speeds in the Community Center at no cost. The Richland Senior Association replaced an original public address amplifier in the Community Center to increase sound quality. Recreation staff has increased the use of social medial for special events. This year's fall Carnival event benefited from the increased exposure and increased attendance by 30% over 2012.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 4 4** Transition to a sustainable ESRI-based GIS environment in order to support a centralized repository for the geo-spatial data requirements of the City's core systems.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** During the first quarter the City engaged ESRI to review requirements and recommendations across multiple departments including Energy Services. The results were presented to management and funding requests to implement the recommendations was submitted for the 2015 fiscal year. ESRI recommended upgrading the existing platform prior to commencing this work which is currently underway. Projects identified during the engagement will be scheduled in 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	<b>Complete-13</b>		
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 4 5** Implement a city-wide geo-based work order system that incorporates workflow and asset management.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The City's work order system consultants, Hickling & Associates, were hired during the first quarter of 2014 to work with City staff. Hickling & Associates presented their finding to the management in September. Key pre-requisites that were recommended are being implemented in the fall and into the winter of 2015. Recommendations from these activities will define key milestones for the remainder of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	<b>In Progress</b>		
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 4 6** Create and implement GIS tactical plans for each department, defining the specific needs for each function and timeline for development.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** During the first quarter the City engaged ESRI to review requirements and recommendations across multiple departments including Energy Services. The results were presented to management and funding requests to implement the recommendations were submitted for the 2015 fiscal year. ESRI recommended upgrading the existing platform prior to commencing this work which is currently underway. Projects identified during the engagement will be scheduled in 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	<b>In Progress</b>		
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 4 7** Implement strategies developed by PNNL's Smart Grid Demonstration Project to enhance the operational effectiveness and desirability of the City's electric utility for existing and potential new customers.

Beginning Year: **2013**                      Ending Year: **2015**

**Update Summary:** Continuing steps with PNNL transactive control program evaluation. Agreement for pilot project on sharing associated power cost savings anticipated to come to Council for consideration 1st quarter of 2015. Energy Northwest demand response aggregator program ready to implement after agreement approved by Council in November, 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>In Progress</b>			

**1 4 8** Complete GIS network development for streets database

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** During the first quarter the City engaged ESRI to review requirements and recommendations across multiple departments including Public Works. The results were presented to management and funding requests to implement the recommendations were submitted for the 2015 fiscal year. ESRI recommended upgrading the existing platform prior to commencing this work which is currently underway. Projects identified during the engagement will be scheduled in 2015. The streets portion of the GIS project was included in the 2015 funding request in order to acquire the required correct licensing.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**1 5** Develop a comprehensive human resource strategy.

**1 5 1** Conduct analysis of affiliated staff training and succession planning program in Public Works.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** First round of labor-management meetings have been held with all IUOE divisions. Subsequent meetings are planned to engage this issue. This effort was suspended pending contract negotiations. Identified issues are being included in City's contract proposal.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 5 2** Update Accident Prevention Plan and associated safety program elements.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** Draft program circulated for internal department management review. Final draft delivered for HR consideration at end of 2013. Adoption suspended pending HR direction of Citywide effort.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**1 5 3** Plan and successfully negotiate cost effective and externally competitive collective bargaining agreements (2014) for all 6 unions per Council approved parameters for implementation in 2015; develop the Compensation Plan for Unaffiliated Employees in the same cost competitive manner.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** Negotiation preparations with the Executive Leadership Team resulted in the first Philosophy Statement used for negotiations and labor relations City-wide. Negotiations for all six collective bargaining units are well underway. Mediation will occur for the Police Guild. Changes in benefits are being asked of all unions. A draft of the compensation plan for unaffiliated employees has been prepared and will be presented to the Council by year-end. Changes in benefits are included in the draft compensation plan.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>In Progress</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 5 4** Research, plan and implement a "Value Based Benefit's Design" approach to the City's Health and Wellness programs in order to realize cost containment while providing competitive plans.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** As labor contracts are being negotiated, benefit changes are being requested. First Choice Health Network announced a significant change to their Preferred Provider Network which has reduced provider options but also reduced overall plan costs for the City and its employees. Benefit changes have been incorporated into the draft unaffiliated compensation plan.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>In Progress</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 5 5** Implement the City Wide "Comprehensive Risk Management" program to include the Accident Prevention Program (Employee Safety), education and promotion of our Liability and Property Insurance Program, Contracting and Employment practices and the integration of our new Leadership Risk Management Team to reduce our exposure to litigation and minimize our liabilities.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** If approved by Council, the City will have a dedicated position in 2015 to focus on risk management and safety. A more robust program will be developed and deployed to protect the City's assets and resources thereby reducing the City's exposure to litigation. This objective completion is delayed until 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>In Progress</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 5 6** In addition to the Leadership Team Succession Planning program, introduce additional "training & development" resources that will enhance the success rate of all leadership team members.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Biz Library is currently being utilized for safety and other required training and may be replaced by GEMS. GEMS is already in place but may be an untapped resource that needs to be utilized to its fullest extent. An assessment is underway to determine what capabilities exist in GEMS. An organizational needs assessment will also need to be conducted in 2015 to identify leadership training needs that will be aligned with our established core competencies.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>In Progress</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**1 5 7** Implement affiliated staff training and succession planning program changes with new International Union of Operating Engineers (IUOE) contract.

Beginning Year: **2015**                      Ending Year: **2015**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**1 6 6** Develop and maintain the City's ability to prepare for, respond to, recover from, and mitigate against major emergencies and disasters, minimizing the loss of life and property, ensuring continuity of government, and facilitating rapid recovery.





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**1 6** 1 Identify a City of Richland employee to liaison with Benton County Emergency Management to create a city all hazard preparedness plan.

Beginning Year: **2013** Ending Year: **2014**

**Update Summary:** Benton County Emergency Management has prepared plans to include all hazard preparedness for the City of Richland. The process to identify a liaison to work closely with BCEM is still in discussions.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>In Progress</b>	

**1 6** 2 Develop a joint Emergency Management program between Benton and Franklin Counties. Initial emphasis will be on pre-Multi Agency Coordination (MAC) practices and the MAC process itself.

Beginning Year: **2013** Ending Year: **2014**

**Update Summary:** The joint-county Emergency Management program is off the table but there is a marked improvement in the interaction between the two new EM Managers that has led to significantly better joint efforts, including staffing for each other during an EOC activation. Franklin County is establishing a Fire Resource Coordinator program that mirrors Benton County's. Work will continue on pre Multi-Agency Coordination (MAC) and MAC Group operations.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>In Progress</b>		



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

## 2 INFRASTRUCTURE AND FACILITIES

### 2 1 Plan and provide infrastructure and facilities essential to community growth.

#### 2 1 1 Negotiate terms and begin providing electrical service to PNNL properties within the Hanford 300 area.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Project completed with all facilities to be retained in the Hanford 300 area now being delivered electrical power by the City of Richland

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-13</b>			

#### 2 1 2 Complete Horn Rapids Irrigation System River Station Upgrades (Electrical system and inlet screens).

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Electrical and pumping equipment raising completed in March of 2013. Inlet screening down-scoped to repair of existing screens rather than replacement due to budget constraints. Inlet screen replacements design work underway. Implementation will depend on available funding.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-13</b>

#### 2 1 3 Complete a comprehensive electrical utility system plan to address, at a minimum, the utility's financial stability, operational effectiveness, system reliability, capital programming, regulatory compliance, partnership potential, emergency planning, governance and legislative opportunities.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** This is now partially completed with three report deliverables received in September and October 2014 by consultants (FCS for rate/financial planning, HDR Inc. for distribution system planning, and ARES corporation for capital programming / project management). Finalization of the planning will primarily include in-house resources to address regulatory status, operational and system reliability evaluation, emergency planning, and evaluation of the electric utility's governance structure. All sub-work will be completed by the end of September 2015 with the final published utility plan completed by the end of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>In Progress</b>			



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 4** Acquire right-of-way for Duportail Bridge.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Appraiser under contract. Engineering work to support acquisition process is underway. Negotiations likely to begin in the summer of 2014. Appraisals nearing completion.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 1 5** Complete LRF-funded Infrastructure in Horn Rapids Industrial Park.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Logston Boulevard water, sewer, and electrical infrastructure extensions are complete. Robertson Drive and a Road & Utility package to support Chill Build is complete. Auxiliary Railroad Track & Logston Blvd. are under contract.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 1 6** Complete design of Duportail Bridge.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Design is approximately 25% complete. Additional funding is needed to advance the design to shovel readiness. Executed Supplement #10 to advance project design to approximately 30% completion.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 1 7** Complete site selection study for future water treatment plant - joint effort with Kennewick and West Richland.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Consultant selected with contract to be submitted to Council, summer 2014. Interlocal and consultant contract have been executed with work to be complete within the first half of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 8** There will be a comprehensive description of all existing and potential fire station projects in the City of Richland.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b><u>Complete-13</u></b>		

**2 1 9** Fire Station 74 at City View (Councilmanic Bonds or Voter-approved Bonds).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The City is under contract and construction has begun with Leone and Keeble to construct Fire Station No. 74. The project is expected to be substantially complete by May 30, 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b><u>In Progress</u></b>		<b><u>In Progress</u></b>

**2 1 10** Fire Station 73 replacement at Stevens and 240 (may have support funding from federal partners).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** May tie in with Partnerships with the Department of Energy (DOE) and Pacific Northwest National Laboratory (PNNL) for North fire station objective and the Fire Station 77 Horn Rapids and Stevens Drive objectives. Further action will be determined after the Council workshop in early 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b><u>In Progress</u></b>		

**2 1 11** Fire Station 77 Horn Rapids and Stevens (subject to federal partners) And Key 1 Goal 3 (collaboration with other public and private entities in order to achieve cost effective services).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** These fire station projects remain coupled and dependent on a partnership between the City and PNNL, and between PNNL and other federal agencies. The parties are ready to prepare a detailed plan for a path forward to fund these fire stations. In the current phasing proposal this station would be the third in the sequence likely to be in place in the north of the City.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b><u>In Progress</u></b>		



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 12** Station 71 replacement at George Washington Way (subject to the Swift Corridor Project).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The replacement of this fire station is coupled with the Swift Corridor plan. It appears that it will reside in a partnership with Columbia Basin College (CBC). CBC is to be the primary agency and perhaps there will be a lease agreement with the City for the fire station, which will be co-located in a larger building for the college. The facility will have a focus on emergency medical services (EMS) and nursing. This is pending decisions about timing and funding between the parties.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>Not Started</b>		

**2 1 13** Complete South George Washington Way Mobility & Safety Improvements planning with required consultations with WSDOT.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Planning consultations with Washington State Department of Transportation (WSDOT) are underway. Two alternative design concepts remain in consideration. Those will be presented in public involvement process planned for first half of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 1 14** Update 20-year infrastructure system plans for sewer and stormwater.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** JUB is under contract for Sewer and HDR is under contract for Stormwater.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 1 15** Acquire construction funding for Duportail Bridge.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The Bridge project is one of the three highest profile projects being considered by the Council Capital subcommittee for a detailed funding strategy. Staff has worked diligently with our Olympia lobbyist and several Council Members to advocate for state funding support. Work with the Good Roads Association has resulted in increased visibility for the project in Olympia and our region. Submitted Federal TIGER application in spring 2014. Application was unsuccessful.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 16** Acquire grant funds for Stevens Extension.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Project fully funded as of early 2013.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-13</b>

**2 1 17** Acquire grant funds for Swift Boulevard Improvements.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Submitted WSDOT grant application in spring 2014. Results will be presented during the spring 2015 Legislative Session.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 1 18** Develop and implement an electrical line under-grounding plan to enhance targeted investments while maintaining utility system reliability.

Beginning Year: **2013**                      Ending Year: **2015**

**Update Summary:** Intend this to be pursued in conjunction with the Electric Utility System plan. This will be delayed until 2015 due to needing information from the electrical system planning. While waiting for the system planning, staff will complete an overhead inventory and rating matrix as a GIS application, to be completed by July 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Not Started</b>			

**2 1 19** Acquire properties anticipated as needed for future electrical substations.

Beginning Year: **2013**                      Ending Year: **2015**

**Update Summary:** To be addressed after the results of the electric system planning efforts now underway. Siting and acquisition of the property for the new Southeast Richland substation is included in the proposed 2015 budget.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>In Progress</b>			



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 20** Acquire future water treatment plant site - joint effort with Kennewick and West Richland.

Beginning Year: **2014**      Ending Year: **2015**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 1 21** Complete construction of Center Parkway.

Beginning Year: **2014**      Ending Year: **2015**

**Update Summary:** Washington Utilities and Transportation Commission (WUTC) at-grade crossing permit was approved in May 2014. Tri-City Railroad (TCRR) has initiated litigation to obstruct this project. City plans to initiate ROW acquisition in first quarter of 2015. Scheduled completion is uncertain due to litigation.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In progress</b>

**2 1 22** Complete development of new south Richland well.

Beginning Year: **2015**      Ending Year: **2015**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 1 23** Update 20-year infrastructure system plans as required to support orderly and efficient growth (Water System Plan).

Beginning Year: **2015**      Ending Year: **2015**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 24** Acquire grant funds for Duportail Street Improvements (SR240 to Wellsian Way).

Beginning Year: **2015**                      Ending Year: **2016**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 1 25** Update 20-year Citywide Transportation plan

Beginning Year: **2016**                      Ending Year: **2016**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 1 26** Acquire grant funds for Columbia Park Trail Improvements.

Beginning Year: **2016**                      Ending Year: **2017**

**Update Summary:** The City's Citywide Streetscape master plan includes Columbia Park Trail design and aesthetic considerations. The plan includes funding recommendations for the streetscape components.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 1 27** Complete construction of Duportail Bridge.

Beginning Year: **2017**                      Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 1 28** Complete Columbia Park Trail water pipeline extension.

Beginning Year: **2017**      Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 2** Maximize existing facility and infrastructure life through sustainable maintenance programs.

**2 2 1** Complete arterial street overlays.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 2 2** Complete wastewater treatment plant chlorination system upgrades.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** An RFP to include this project along with the North Richland Well Field (N.R.W.F.) and Water Treatment Plant (WTP) was advertised in the summer of 2014. Contract was executed in October.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 2 3** Establish and implement a revised set of criteria for use in the evaluation of electrical system equipment / infrastructure.

Beginning Year: **2013**      Ending Year: **2015**

**Update Summary:** This objective will be started in conjunction with the work on performance benchmarking for the Electric Utility.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Not Started</b>			



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 2 4** Develop new street cutting policy to preserve and protect the City's investment in street resurfacing.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 2 5** Adopt and implement local street preservation program to improve system-wide pavement rating.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Local street paving and slurry seal projects are underway. StreetSaver Pavement Management program has been implemented and is driving the preservation program this year.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 2 6** Complete water distribution system renewal and replacement program projects.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Country Ridge project is complete

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 2 7** Complete water treatment plant, pumping station, and reservoir maintenance and preservation projects.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** North Richland Sand Filter project is completed. N.R.W.F. Chlorination and WTP Site Improvements under contract.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 2 8** Complete sewer collection system renewal and replacement program projects.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 2 9** Complete wastewater treatment plant maintenance and preservation projects.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** WWTF Operations building roof replacement is completed. WWTF replaced the grit handling system equipment. 2014 projects are identified in 2014 CIP. Equipment purchases have been initiated; final installations are pending.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 2 10** Complete stormwater conveyance system renewal and replacement program projects.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 2 11** Develop a life-cycle and preventative maintenance plan for all City facilities (city buildings and park structures).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Plan outline is complete and data collection underway.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 2 12** Develop a comprehensive, preventative maintenance program for park facilities.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Staff has been reorganized around a team concept. A preventative maintenance program for parks will follow the completion of the Facilities Life-Cycle Plan.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**2 2 13** Complete wastewater treatment plant influent screening improvements.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Not Started</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**2 2 14** Acquire site for Tapteal IV-East water storage reservoir by December 2015.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** Acquired portions of the property needed at end of 2013.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**2 2 15** Complete wastewater treatment plant solids handling upgrades.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** Consultant Engineer under contract for design.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 2 16** Complete water treatment system chlorination system upgrades.

Beginning Year: **2015**                      Ending Year: **2016**

**Update Summary:** RFP is being advertised during summer 2014. N.R.W.F. system replacement under contract. WTP system replacement planned for late 2015.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 2 17** Plan water treatment plant solids handling upgrades to leverage George Washington Way drying beds' property value.

Beginning Year: **2016**                      Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 3** Develop comprehensive, yet realistic energy policies

**2 3 1** Use Badger Mountain South as a willing test case to investigate new technologies.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** LED street light pilot project infrastructure in place and operating at various light qualities; grass roots committee providing feedback to Public Works staff.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-14</b>			



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 3** 2 Develop an energy conservation and renewable resource program identifying feasible and economically viable measures and opportunities applicable to City facilities. Undertake conservation measures in conjunction with facility managers and available funding.

Beginning Year: **2013**      Ending Year: **2015**

**Update Summary:** This objective has been pursued primarily as analysis of future street light technologies. A pilot project partnership has emerged between the City and Badger Mountain South Development LLC. LED street lights are being installed as a first phase pilot project and their potential for long term city street light retrofit will be evaluated. Due to time to complete the LED lighting pilot project and compile and analyze resulting data, this objective has been deferred to 2015. Energy-efficient facility improvements are contemplated in the upcoming Life-Cycle Plan. Landscape modifications in various parks and facilities have resulted in less maintenance and fuel costs.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>In Progress</b>			

**2 3** 3 Finalize the purchase of Vintage Tier 2 market based power from BPA through 2019.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Two separate market purchase models have been approved and BPA will purchase the applicable power blocks beginning with Fiscal Year 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-13</b>			

**2 3** 4 Through regional collaboration, gain legislative support resulting in revisions to the Washington State Energy Independence Act (EIA) that will allow for a reasonable transition to the use of renewable energy resources for part of the City's power purchase portfolio.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Assisted local and state-wide Chambers with effort named POWER to revise EIA primarily to eliminate the obligation to purchase renewable power prior to total resource needs. Continue to work with City of Richland state lobbyist to keep this active going into the 2014 legislative session. Senate committee hearing conducted at the Richland Public Library in October. This objective has been completed by the collaborative effort with the Tri-Cities Legislative Council, local utilities, and regional trade associations. A future goal is anticipated to target specific implementation strategies.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-14</b>			



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 3 5** Collaborate with other partners of the Mid-Columbia Energy Initiative (MCEI) to identify and promote energy projects for private development.

Beginning Year: **2013**                      Ending Year: **2017**

**Update Summary:** City staff is participating on a Grid Technologies subcommittee of MCEI. Richland Energy Staff is participating in three independent pilot applications of adaptable energy storage projects. This general objective is considered complete with the City involvement with MCEI. Future specific objectives are anticipated to implement strategies coming out of the MCEI committees.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-14</b>			

**2 3 6** Evaluate through a partnership effort with BPA the major transmission and substation capacity for use in addressing potential new significant electric loads.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** Richland Energy Services (RES) staff has discussed "load and lines" strategies related to several prospective larger electric loads with BPA, resulting in continuing to plan for the new Southeast Richland substation interconnection, deferral of the planning for the Dallas Road substation interconnection to a future date anticipated within the next five years, and planning for an additional transformer bank to be constructed at the Snyder substation.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
<b>Complete-14</b>			

**2 3 7** Conduct a thorough alternative fuel feasibility study for the City's fleet.

Beginning Year: **2015**                      Ending Year: **2016**

**Update Summary:** An expanded program request was submitted by the Fleet supervisor for 2015. However, there were too many other competing priorities in the department for the 2015 budget cycle. An expanded program request will be submitted with the 2016 budget to request authorrization to hire a consulting firm to conduct a fuel feasibility study on the City of Richland's fleet.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<b>Not Started</b>			
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 3 8** Implement electric utility conservation strategies necessary to comply with mandates of the Washington State Energy Independence Act (EIA) and to leverage conservation achievements to offset the future purchase of higher priced Tier 2 power.

Beginning Year: **2015**

Ending Year: **2016**

**Update Summary:** This objective is considered complete. More specific related objectives may be established in the future because, due to recent interpretation of the term "customer count" in the EIA, the City now has several years (post 2020) before it qualifies for regulatory compliance under the EIA. Richland Energy Services will, in the interim, continue to leverage conservation practices for highest benefit to the utility and its customers.

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities

Energy Services

Fire

Police

Public Works

**Complete-14**

**2 4 4** Plan solid waste disposal facilities and programs to achieve the community's long-range fiscal and environmental priorities.

**2 4 1** Complete expansion of compost facility.

Beginning Year: **2013**

Ending Year: **2013**

**Update Summary:**

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities

Energy Services

Fire

Police

Public Works

**Complete-13**

**2 4 2** Complete feasibility study of solid waste disposal options.

Beginning Year: **2013**

Ending Year: **2013**

**Update Summary:**

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities

Energy Services

Fire

Police

Public Works

**Complete-13**





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 4 3** Improve waste separation capabilities at the customer transfer station by completing new metals and organics processing areas.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** Metals separation area is in place and operating. Interim customer green waste separation area is in operation. Staff intends to integrate new screen equipment into operation and reevaluate current facilities for future proposed upgrades.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 4 4** Complete landfill facility improvements projects.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Grant funded compost facility expansion and equipment purchases are complete. 2014 projects are identified in 2014 CIP.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>

**2 4 5** Initiate landfill permit engineering to expand landfill by June 2013.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Parametrix completed a draft engineering report, which is now under review. Permit application is being prepared.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**2 4 6** Complete environmental review and permitting for landfill expansion.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** Permit application being prepared

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**2 4 7** Secure landfill expansion permit by November 2016.

Beginning Year: **2015**      Ending Year: **2016**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 4 8** Complete detailed solid waste disposal alternatives evaluation.

Beginning Year: **2016**      Ending Year: **2016**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 4 9** Review and adjust solid waste collection and disposal programs to align with disposal decisions.

Beginning Year: **2016**      Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**2 4 10** Complete final engineering and contract for construction of selected solid waste disposal alternative.

Beginning Year: **2016**      Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**3 ECONOMIC VITALITY**

**3 1 Increase retail sales opportunities by recruiting new retail development.**

**3 1 1 Create on-line presence for Tri-Cities regional marketing efforts.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Richland and Kennewick jointly developed the go2tricity.com/retail web site and continue to do joint marketing including joint participation in retail shows. Staff turn-over in both Cities has however suspended further efforts to build on these marketing programs. Kennewick hired a new economic development manager and Richland is hoping to fill its vacancies soon.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 1 2 Update and improve marketing materials, including iPad compatibility.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The Tri-Cities retail recruitment flash drive, jointly developed by Richland and Kennewick, was converted to a web page located at go2tricity.com/retail. A QR code was also created for the site. The new format provides iPad and smart phone compatibility.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 2 Increase primary sector, non-Hanford employment in Richland.**

**3 2 1 Support and facilitate the expansion of the medical industry cluster in Central Richland by working with Kadlec Regional Medical Center. Adopt a 20 year development agreement by December 2013.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Development Agreement approved by Council. Council also vacated a portion of Goethals Drive to enhance future development of the medical campus. Kadlec has begun planning for the construction of their new parking structure and expansion of the hospital. Construction is expected to start in 2015

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-13</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**3 2 2** Encourage investment activities by the Port of Benton and Port of Kennewick in Richland.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** The Port of Benton continues to work closely with the City on several projects in the Research District. Discussions are underway about potential Port involvement in the Columbia Point Marina. The Port of Kennewick is assisting the City this year with expansion plans for Trailhead Park. Discussions are also underway about a long term partnership to further revitalize the Island View area.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 2 3** Utilize regional business support service web portal to identify potential support gaps and work with partners to develop new resources to fill these gaps.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** The Regional Chamber of Commerce has not indicated interest in taking over the Business Builder website, which will be shut down at the end of 2014. Interest has shifted to supporting a rollout of the site selector tool 'zoomprospector' and a Community Indicators site facilitated by Eastern Washington University.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>On Hold</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 3 3** Create an environment that fosters the recruitment and retention of young talent within the Tri-Cities

**3 3 1** Promote coffee shops and other fun venues for young professionals.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Staff has worked with local businesses and entrepreneurs to facilitate a new restaurant at the Parkway as well as a new co-working space. Staff has met with event producers to identify new programming that can be done in Downtown. Staff has also reached out to various vendors to encourage increased vending activity in the parks. Staff continues to seek out developers to undertake mixed use infill development in downtown as well as entertainment retail at Columbia Point. A fun coffee venue has been added to John Dam Plaza, and another continues to operate at the Richland Public Library.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	<b>Complete-14</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**3 3 2** Work with Young Professional groups to identify areas where a sense of community can be created that encourages young talent recruitment and retention.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Staff continues to work with young professional groups to obtain their input on project concepts ranging from black box theaters to outdoor festival grounds. Staff is also working with young professional groups such as the Collaborative, Young Professionals of the Tri-Cities, and TriConf to encourage community engagement and entrepreneurship that will facilitate talent recruitment and retention. The Parkway and Uptown have evolved into standout areas where a sense of community is being created. FUSE, a new co-working space has opened in downtown Richland near the Parkway. Staff is working with young real estate entrepreneurs to encourage investment in other spaces in the Parkway, as well as in the neighboring residential communities. A new performance space has opened in the Uptown in partnership with a local non-profit. The murals in the Uptown have reenergized many of the business owners to find new ways of reinvesting in their businesses.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 3 3** Create a "job fair"-like event or mechanism that introduces talent to prospective employers.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Young professionals of the Tri-Cities have developed relationships with key HR recruitment departments to provide tours to prospective employees from outside the area.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 3 4** Focus collection management, programming, and facility management practices to encourage the Young Professionals and talent within the 24-34 age bracket to use the Library for such services as downloadable materials, co-working, and geeky events.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** The Library added 92 downloadable magazines and joined the statewide consortium for e-books this year, giving Richland patrons access to all e-books held by all libraries serving under 100,000 patrons, statewide. In addition, the Library will host the 2013 TriConf, a conference of high tech designers and web-based business owners.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 4** Promote and facilitate greater access to reasonably priced, high level broadband services to Richland business and residents.



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**3 4 1** Construction of a fiber backbone to replace I-Net services.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Construction began in the spring of 2014. In late August and early September the Richland School District and the City's core information technology services were transitioned from Charter broadband to the City owned broadband services. Currently construction wrap up activities are under way with completion expected before the end of 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 4 2** Business plan for the Commercial Network.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Several dark fiber leases have occurred throughout 2014 with the requests increasing significantly during the summer and fall. Work is currently underway to streamline the approval process and reduce the amount of time required to obtain a dark fiber lease approval.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	<b>In Progress</b>		
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 4 3** Design and construction of the Research District network.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Final design drawings for this project have been completed and delivered to the City. Bid specifications are currently being completed and will be included in the City's bid documents along with the design drawings during the month of November, 2014. The bid process and the selection of a general contractor is expected to be completed before the end of 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	<b>In Progress</b>		
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 5** Increase the Non-residential property tax base by facilitating commercial and industrial development.

**3 5 1** Provide technical, ombudsman and community underwriting to commercial/industrial real estate developers seeking to develop additional property in Richland.

Beginning Year: **2013**      Ending Year: **2014**

**Update Summary:** Outside consulting help has been retained to preserve this critical service despite staff vacancies.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**3 5 2** Construction of a two mile rail loop in the Horn Rapids Industrial Park.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Construction of the rail loop began in June 2014. The rail loop is being constructed by Central Washington Transfer Terminal (CWTT). The City Council approved five separate agreements for the development of the rail loop in 2013, including the purchase of 25 acres and the leasing of an additional 21 acres by CWTT, an infrastructure agreement with CWTT, and a mineral licensing agreement with American Rock Products. The construction of the rail is being completed in two phases: the first phase is the rail bed, which is about 85% complete. The second phase is the actual installation of the rail track. The SEPA DNS was issued by Development Services in mid-October 2014. CWTT will then need to obtain a right-of-way permit to connect their track to the city's track. Operation and use of the rail loop is anticipated to begin in early to mid-Spring 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 5 3** Expand rail, road and utility assets to the west end of the Horn Rapids Industrial Park to support new development.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Conceptual plans have been prepared, but detail planning work has been deferred until infrastructure work east of Kingsgate is completed.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>On Hold</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**3 5 4** Construction of Local Revitalization Financing (LRF) projects in center of Industrial Park.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Council awarded a \$3 million contract to construct new roads and infrastructure in the Horn Rapids area utilizing LRF bond funds. More recently, another contract was awarded to construct Logston from Battelle south to the City's rail spur. The City is also using land sale proceeds to make other public improvements in the area including a passing track to accommodate a projected increase in rail traffic. These improvements have led to nearly \$95 million of new private investment in Richland's industrial park since 2012.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 TARGETED INVESTMENTS**

**4 1 Implement the Central Business District and Swift Corridor Master Plans.**

**4 1 1 Acquire GSA parking lot by spring 2014.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The site is pending auction by GSA and expected to be available before the end of 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 1 2 Acquire DOE Records building and property by spring 2014.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** DOE Records building price was higher than the City was willing to pay. CBC is working on the acquisition of the site for educational use and a partnership with the City for the development of a fire station. The adjacent Motor pool site is in the process of being made surplus. Staff will work to acquire that site of participation in the development of a future fire station.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 1 3 Implement the 2011 LMN Swift Corridor Master Plan.**

Beginning Year: **2013**                      Ending Year: **2015**

**Update Summary:** Greg Markel is finalizing plans with Greg Markel for three food service establishments on the property the City sold him north of City Hall. Kadlec is preparing plans for the next phase of their expansion which includes a parking structure and build-out of the tower. Staff is also working to bring a headquarters facility to one of the vacant buildings in downtown and exploring the potential use of another existing building for a new City Hall. Also, Public Works staff has submitted an enhancement grant application which, if successful, will fund the planned streetscape work on Swift. Staff continues to work to acquire government and underdeveloped sites to convert them to private development. Staff has identified a strategy to accelerate the replacement of Fire Station 71, and make the existing site available for private development.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 1 4** Begin the reconstruct of Swift Boulevard into a multi-modal, attractive street between Stevens Drive and GWW by 2014.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** The City is seeking grant funding to allow streetscape improvements to proceed.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Not Started</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 1 5** Finalize Civic Campus facility planning by 2013 in anticipation of 2016 construction.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** Staff has reviewed the budget and schedule for converting the Swift & GWW site to private development. Updated analysis of space requirements has also begun to ensure the most cost effective replacement of current City facilities. Staff is developing a framework for the programming necessary to draft an effective design build RFP. Programming is expected to be complete in the first quarter of 2015 with an RFP issued shortly thereafter.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 1 6** Utilize public improvements (John Dam Plaza, Urban Greenbelt Trail, City Hall, Swift Corridor, and Howard Amon Park) in the Central Business District to further the goals of the master plan and leverage private investment.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** Urban Greenbelt Trail is 100% complete. The John Dam Plaza master plan is complete and various improvements have been added to implement the plan including a new walkway, revised irrigation, artwork, restroom, trees, holiday lighting, and enhanced programming such as Winter Wonderland, Family Movie Night, and Live @ Five.

<u>Administrative Services</u>	<u>Asstistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 1 7** Receive no further action letter from Dept. of Ecology for former City Shops site groundwater by Dec 2014.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** City staff completed its groundwater monitoring of the groundwater at the Shops site in 2013. Monitoring results indicate that groundwater contamination does not appear to be spreading, but does show signs of slow decay. The city is planning to move onto the next phase in directly dealing with the groundwater contamination. Shannon & Wilson (environmental consultant performing the groundwater sampling) has recommended the application of oxygenated socks to help speed the process of decay. Current estimates by Shannon & Wilson indicate that the oxygenation process would occur over a three year period and cost approximately \$16,000. City staff sought grant funding from the Department of Ecology to fund this project, but missed their deadline to get the Shops site identified on the funding list for the State Legislature. City staff will be working with Ecology to get the Shops site placed on the list for next year, and thus begin the oxygenation treatment in 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 1 8** Develop an agreeable path forward with Dept. of Ecology and other responsible parties for groundwater contamination at Uptown Shopping Center.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Dept. of Ecology shifted its focus in 2013 and began working directly with responsible Uptown property owners for the PCE contamination. After numerous meetings with Ecology in 2012 and 2013, the owners still chose not to participate or take responsibility for the cleanup of the contamination. City staff has informed Ecology that the PCE contamination is not a city responsibility and that they must work with the Uptown owners directly in developing a path forward. City staff will continue to work with Ecology in providing GIS and other information, as well as assisting in setting up meetings with Uptown owners, but will not be a part of any effort where ownership of the PCE contamination is shifted to the City.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 1 9** Implement the 2011 Central Business District Parking Management Plan to mitigate parking impacts of the expanding medical campus and CBD.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Staff continues to work with Kadlec Medical Center to anticipate parking issues in Downtown. Staff has also conducted surveys of existing municipal lots to evaluate parking usage and guide future updates to the 2011 Central Business District Parking Management Plan. Staff has begun identifying potential locations for a future parking structure and has begun developing an approach to fund its design, construction and management. New signage consistent with city code will be installed on city owned parking lots to address stays in excess of 24 hours.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 1 10** Complete the project planning, including financing plan for 650 GWW by Dec 2013. Start construction by the end of 2014.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Staff is in negotiations with a development team for the design and construction of the mixed use project at 650 GWW. It is anticipated that there will be a contract in place by the end of 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 2** Implement the Island View master plan.

**4 2 1** Complete streetscape design for Columbia Park Trail in 2013.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** A conceptual streetscape design for Columbia Park Trail is included in the 2013 Streetscape Master Plan also including conceptual designs for Leslie Road, north George Washington Way, and Keene Road.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-13</b>

**4 2 2** Replace unneeded right-of-way with other access solutions such as easements or alley street standard.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Project was delayed during the recruitment for the Redevelopment Project Supervisor. Work will resume in early 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Not Started</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**4 2 3** Develop strategies to consolidate land ownership including incentives for demolition of outmoded structures.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Due to staff vacancies, work on this goal has been put on hold.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>On Hold</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 2 4** Develop and adopt a Columbia Park Trail improvement plan by December 2015. This will involve coordination with Port of Kennewick, Richland Public Facilities District, and possibly the City of Kennewick.

Beginning Year: **2013**                      Ending Year: **2015**

**Update Summary:** Columbia Park Trail design and roadside landscaping are included in the 2013 Citywide Streetscape Plan.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**4 3 3** Support growth of the Research District that leads to increased private sector investment, job growth and technology innovation.

**4 3 1** Get your geek on, brand Richland as the geeky one and bring in those young talented individuals who resonate with that brand.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Staff continues to work entrepreneurial groups such as Startup Weekend and the Collaborative to support and encourage community engagement and grass-roots place making that will increase private sector investment, job growth and technology innovation.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>In Progress</b>	

**4 3 2** Work with Innovation Center to complete a student/young professional project.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Apartment complex providing young professional housing is open for leasing on September 1, 2013. The Innovation Center is completing the phased development with construction on the next three segments of the project.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>Complete-13</b>	



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 3 3** Complete Design/Build selection process with Wine Science Center under construction by 2013 with construction complete by 2015.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The design/build contract for the Wine Science Center has been awarded and the project is well underway with completion expected this fall. While the City is still staffing the Development Authority, WSU has agreed to take ownership of the building once completed. The Development Authority is scheduled to disband once the building has reached substantial completion.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 3 4** Develop increased opportunities for cross collaboration between PNNL, WSU-TC, and private technology firms, including but not limited to a commercial evening social venue.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Discussion with the new WSU-TC Chancellor indicate he is also supportive of this endeavor. No opportunities identified at this time. WSU-TC and PNNL are both engaged in collaborative projects such as start-up weekend.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 3 5** Wine Science Center Development Authority (WSCDA) agreements with WSU, WSU Foundation, Washington Wine Commission and Port of Benton.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The development model changed with the WSCDA turning the project over to WSU for construction. WSCDA will continue in an oversight role. All agreements are approved by the parties and have been executed. The WSCDA met with WSU for a final handoff which was completed and corroborated by a vote of the WSCDA Board.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-13</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 4** Support the development of the Energy Park through collaboration with other participants.



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**4 4 1** Developers Agreement with public entity partners on infrastructure development funding and sale of Energy park property.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** This effort is on hold pending action from DOE on the transfer of federal land north of Richland for economic development.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>On Hold</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 4 2** Acquire 1,341 acres of property from Department of Energy.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The City continues to work with TRIDEC and the Port of Benton to pursue the transfer of federal land north of Richland for economic development. The Department of Energy is completing a NEPA review of the land transfer. This will likely take the rest of this year and may extend into 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**4 4 3** Jointly market the Research District utilizing PNNL as an entryway into targeted technology market.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** City staff continues to work with the Tri-Cities Research District but is not able to fully engage in the marketing effort due to staff shortages.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**5 NATURAL RESOURCES MANAGEMENT**

**5 1 Balance private and public interests in the preservation of identified natural and environmentally sensitive areas.**

**5 1 1** Utilizing the established public process, identify and prioritize unique natural habitat, ecologically sensitive area, significant landforms and appropriate native vegetation areas to protect as natural open space.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** 17 acres of "Little Badger Mountain" property were acquired in 2013 as natural open space (in two real estate transactions). The Parks and Recreation Commission have identified this issue in the 2013 goals. Four park properties were re-designated as "natural open space" in the 2013 Comprehensive Plan amendment cycle consistent with the Park, Trail and Open Space Plan. A park partnership grant was made to a citizen group to continue re-vegetating a portion of north Leslie Groves as natural open space.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 1 2** Adopt regulations to lessen the impact of development on steep slopes and other environmentally important areas.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Staff has worked with the Planning Commission to develop a preliminary draft regulation, which is currently being reviewed by outside legal counsel. Following the legal review, necessary adjustments will be made to the draft and the City will initiate a public review process prior to scheduling the draft regulation for public hearing.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 1 3** Review existing pedestrian trail network throughout the City; identify and map desirable trail linkages and trail extensions needed to round out the City's trail network and incorporate a trail plan into the City's comprehensive plan.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** A comprehensive trail map was developed and approved by Council as part of the City's Comprehensive Land Use Plan. A subcommittee of the Parks and Recreation Commission is pursuing programming activities to promote walkability.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**5 1 4** Adopt standards to limit development in designated view corridors.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** View corridors were addressed in the City's Shoreline Master Program Update, but as the issue extends beyond just shoreline areas, additional work is needed to amend the zoning code to ensure protection of identified corridors.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 1 5** Update the City's Shoreline Master Program.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The City has completed work on the shoreline master program update with Council's adoption of the program in June. The final step in the process is for the State Department of Ecology to approve the updated program. Final action is expected by the end of the year.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>In Progress</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 1 6** Involve the public, Parks and Recreation Commission, Planning Commission and Council in discussions regarding the regional open space plan.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The plan was presented to the Parks and Recreation Commission.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 1 7** Develop a management plan for natural open space lands and river shorelines to allow appropriate public access with minimal impact to the environment.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** A mitigation method has been incorporated into the Shoreline Master Program that will allow development in urban designated shorelines and direct shoreline mitigation toward natural open space areas such as Chamna Natural Preserve. Staff is developing a hazard free and shoreline management plan to be submitted via JARPA application to several federal regulators.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>





# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**5 2** The City will provide services that promote sustainable environmental stewardship; provide a healthy and satisfying work environment for its employees; and minimize its impact on the physical environment of the community.

**5 2 1** Implement City-wide office recycling program to participate in and leverage the Solid Waste elective curbside recycling services.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Recycle containers (blue cans) are now deployed at major City facilities and funded as part of the utility bill.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 2 2** Provide facilities and incentives to encourage employees to bike to work.

Beginning Year: **2014**                      Ending Year: **2015**

**Update Summary:** City Facilities have adequate support facilities for bicycle commuting. Potential incentives for a program such as this should be factored into the City's Health & Wellness program as part of our long term health care cost containment strategy under consideration in 2014 for 2015 implementation.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**5 3** Protect and enhance the City's water resources.

**5 3 1** Leverage available grant funds to retrofit untreated stormwater outfalls to the Columbia and Yakima Rivers with water quality treatment features.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Leslie Canyon project complete; Leslie Groves is being reevaluated per Council direction. Another group of 5-6 projects is being developed using Department of Ecology planning grant. Public involvement process to evaluate projects is scheduled for last quarter of 2014 and first quarter of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<u>Public Works</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**5 3 2** Use available water rights to provide non-potable irrigation water sources to large turf irrigation areas to extend the life of the City's drinking water treatment sources.

Beginning Year: **2013**                      Ending Year: **2015**

**Update Summary:** Project to provide non-potable irrigation water to ConAgra plant completed. The irrigation water will displace about one million gallons per day of peak demand from the potable water system at minimal cost to the City since ConAgra is extending pipelines to service their facility. Projects for City Parks / Richland School District properties are to be developed for 2015 and beyond. A former drinking water well was converted for irrigation use at Claybell Park also serving a new, adjacent residential subdivision.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**5 3 3** Working with the Quad-Cities partners and the Washington State Department of Ecology, secure water rights needed to support the next 20 years of regional growth by December 2016.

Beginning Year: **2015**                      Ending Year: **2016**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**5 3 4** Complete development of Ecology permitted south Richland groundwater sources to expand the reliability and flexibility of the City's water supply south of the Yakima River.

Beginning Year: **2015**                      Ending Year: **2016**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>



(2013-2017)  
 City of Richland Strategic Plan  
 2014 End-of-Year Update

**5 3 5** Complete the Duportail Bridge and associated water pipeline replacement to improve the security and reliability of water supply to the area south of the Yakima River.

Beginning Year: **2017**

Ending Year: **2017**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**6 COMMUNITY AMENITIES**

**6 1** Identify and invest in local and regional cultural, recreational, leisure and educational amenities that enhance residents quality of life and promotes tourism.

**6 1 1** Complete a recreation survey to determine growth opportunities for areas of interest and age-specific activities and amenities.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Citizen satisfaction of park and recreation facilities was measured as part of the Citywide 2012 survey. Open ended questions are included in the 2013 "long form" survey including questions covering recreation programming and park amenities.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 1 2** Complete a plan that identifies Urban Greenbelt Trail maintenance and enhancement objectives with the intent that the system is complete by end of 2014.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The Urban Greenbelt Trail is 100% complete.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-14</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 1 3** Work with Los Alamos and Oak Ridge on a joint nuclear heritage tourism program.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The three cities have jointly submitted a presentation/proposal for the 2014 Public Library Association Annual Conference; the proposal was accepted in July 2013.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**6 1 4** Begin phase two construction of the Reach project.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The initial phase of the Hanford Reach Interpretive Center was complete and opened to the public on July 1 of this year.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 1 5** Implement the first phase of the Columbia Park Joint Master Plan with the City of Kennewick. Develop a funding plan in 2010 and implement the first phase when funds are secured in 2011 or 2012. If funding not secured by September 2012, then review the funding strategy. (This objective needs to be redefined).

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The Reach project implemented the first part of the Columbia Park West Joint Master Plan. Neither Richland nor Kennewick have budgeted additional improvements to the Park during the next several years.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-13</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 1 6** Develop four new activity partnerships each year with neighboring municipalities, non-profits, or private agencies.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Developed a new partnership with the United States Tennis Association, planning joint programming with the REACH Interpretive Center, developed a new partnership with Three Rivers Family Friendly Soccer, new programming with the Three Rivers Road Runners, new coordination on science oriented programming between Recreation and Library.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 1 7** Increase participation within the Tri-Cities, of the Geocoin Challenge event to include 1,000+ participants.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** Event June 27-29, 2014 was held with over 500 participants.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-14</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**6 1 8** Increase public awareness of recreational activities including: tourism, leisure, educational classes, cultural, special events, and a variety of activities through development of four new marketing techniques.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** Continued relationship with the Tri-Cities Sports Council, cross-promotion of non-city events including Cool Desert Nights, development of a database of recreation users for direct contact opportunities, a new focus on one-on-one client contact, and better integration of social media.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 2** Create gateways, streetscapes, and public art features to enhance and beautify the City.

**6 2 1** Implement at least one public art project per year, ideally integrated into a capital project, or implementing an existing master plan, such as the John Dam Master Plan.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Completed the installation of "Tree of Seasons" in the Parkway roundabout (Richland Arts Commission, the Market at the Parkway, the Parkway Business Improvement District; Business License Reserve Fund funded) and the Uptown Mural project (Uptown Business Improvement District; BLRF funded). Swift Blvd. sculpture (Markel, Arts Commission) and an annual sculpture show in John Dam Plaza (Parks Commission, Arts Commission; Lodging Tax grant funded) are in the planning stage.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-14</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 2 2** Implement the Barker Gateway Master Plan.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Completed projects at Leslie Road and SR 240/Stevens/Jadwin triangle.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**6 2 3** Implement the forthcoming Streetscape Master Plan.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Plan is complete and has been presented to the City Council. Additional, detailed review will occur by several boards and commissions prior to implementation beginning in 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3** Provide and maintain park and recreation facilities to meet the identified needs of the community.

**6 3 1** Develop and implement an annual turf management plan.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Plan is complete

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3 2** Complete Claybell Park expansion Phase 1.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** Complete as of October, 2013

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3 3** Acquire additional Natural Open Space.

Beginning Year: **2013**                      Ending Year: **2013**

**Update Summary:** 17 acres of natural open space have been acquired on Little Badger Mountain.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**6 3 4** Increase the effectiveness of code enforcement in parks, for leash laws and animal waste issues.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The City's animal control code is enforced by Tri-Cities Animal Control. A process has been developed between the City and Tri-City Animal Control to increase the effectiveness of Animal Control's program in the City. A full-time, year-round park ranger has been added to complement the existing seasonal park ranger.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3 5** Survey seniors to determine need for developing senior playgrounds. If need is substantiated, seek/acquire funding and construct playgrounds.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** A citywide survey in 2013 included an open-ended question regarding park amenities.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Not Started</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3 6** Expand Park Ranger program to increase oversight of activities, events, and ongoing education of park rules.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** Park Ranger will be added by August, 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-13</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3 7** Address Howard Amon Park picnic shelter reconstruction.

Beginning Year: **2014**                      Ending Year: **2014**

**Update Summary:** The South Howard Amon picnic shelter is no longer under consideration for relocation. The facility will be cleaned up and re-roofed.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>





(2013-2017)  
 City of Richland Strategic Plan  
 2014 End-of-Year Update

**6 3 8** Facilitate Badger Mt. Park upper parking lot expansion.

Beginning Year: **2014**      Ending Year: **2014**

**Update Summary:** A paved approach has been added from Englewood Drive.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>Complete-14</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**6 3 9** Develop a management plan for recreational park usage, that addresses heavy summer event programming and consequent adverse turf and tree impacts, in Howard Amon Park.

Beginning Year: **2014**      Ending Year: **2014**

**Update Summary:** Turf maintenance in the park system along with staggered recreational usage has improved turf conditions. A new irrigation system will be installed in 2014.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 NEIGHBORHOODS AND COMMUNITY SAFETY**

**7 1 Promote enhanced levels of public safety, livability, and attractiveness of neighborhoods and commercial property.**

**7 1 1 Audit the Richland Municipal Code and update where applicable.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** City Attorney is working closely with code enforcement to identify revisions to the municipal code that are in alignment with the City's vision for an overall code enforcement strategy. This goal will be ongoing due to the volume of codes that currently exist and the process to amend them. In response to code enforcement concerns, and to make the process of code enforcement more effective, multiple code amendments were brought forward for Council approval in July. Such amendments included sidewalk maintenance and repair, maintenance of public rights-of-way, storage containers in the public right of way, overnight parking in parks and municipal parking lots, and vehicles for sale in municipal parking lots.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>Complete-14</b>	

**7 1 2 Review commercial landscape standards of the Richland Municipal Code.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Staff continues to work with the Planning Commission to upgrade landscaping standards, but work has not progressed in recent months, given other, higher priorities. Work will likely be completed in 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>In Progress</b>	

**7 1 3 Link city grant programs (park partnership, lodging tax, commercial improvement grants, HOME program, and Community Development Block Grants) to the Strategic Leadership Plan.**

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Economic Development Committee has reviewed grant programs under their purview to ensure alignment with the Strategic Plan. CDBG/HOME working to ensure a portion of the available funds target neighborhoods in need with activities such as housing rehab, public facility projects that remove architectural barriers for disabled citizens and improve Richland's parks. The Park Partnership Program addresses the Park, Trail and Open Space plan which in turn implements the Strategic Leadership Plan. Business License Reserve Funds (BLRF) are allocated for a variety of programs and projects that make downtown a destination and enhance economic vitality.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>Complete-13</b>	<b>Complete-13</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 1 4** Use the Communications and Marketing Office to develop positive marketing campaigns.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** The City now has a Graphics Designer and is enhancing campaigns throughout the City including the Solid Waste Compost communications, "If it Flies it Doesn't Fly here" Fireworks campaign and Executive Leadership Team Recruitment packages. The Communications and Marketing Office is partnering with other departments in marketing and branding the City of Richland. The Communications & Marketing Office is utilizing social media, the CityView channel, and other traditional mediums to market and brand the City. The Communications & Marketing Office developed the annual water report at a fraction of the previous cost, is working on recruitment information for Fire and Police, and continues to create full campaigns utilizing print, TV and radio.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	<b>In Progress</b>		
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**7 1 5** For qualifying parks, apply for CDBG funds to improve park appearance and amenities.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** CDBG funds were utilized to install a new zip line play feature in Goethals Park in 2013. Additional funds were acquired for Barth Park in 2014 and another application will be generated for 2015 funding.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			<b>In Progress</b>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**7 1 6** Centralize code enforcement efforts under one department as to create a consistent and effective approach to livability issues in the City of Richland.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** With the addition of .5 FTE to handle animal nuisance complaints, we have consolidated nuisance code enforcement within the police department. Additional Update post-completion: RPD and the City Attorney have proposed a restructuring of code enforcement to encompass all code violations (building, streets, etc.) for a "one-stop" approach that will utilize subject matter experts (SMEs) as opposed to farming out various complaints to various departments. This streamlined process will increase the efficiency and efficacy of Richland code enforcement. Change will go into effect January 1, 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Complete-13</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 1 7** Implement technology solutions that connect neighborhoods, retail business, and law enforcement through collaboration and information sharing.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** With the implementation of the Richland Shield and SmartForce, Richland Police Department is a leader in the nation on how we are connecting our business community and sharing information.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>Complete-13</b>	

**7 1 8** Through geo-based policing, enhance the level of safety by anchoring officers to geographical areas of the city as to fully understand the needs of the citizens.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Geo-Based policing is having a positive impact on our crime data as well as establishing better relationships between officers and community/business members.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>Complete-13</b>	

**7 1 9** Develop enhanced methods of public notice to provide neighborhoods and homeowners associations with information concerning development activities that are proposed within their neighborhoods.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Code amendments were implemented last year, which clarified and made public notification provisions uniform. The public is advised through newspaper ads, mailing notifications to adjacent property owners, posting signs on-site; and providing notice on the City's web page. Additionally, the agendas and meeting packet information are made available to the public for Council meetings as well as commission and board meetings.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>Complete-13</b>	



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 1 10** Update municipal code provisions to increase clarity of public hearing procedures and provide for effective public notice.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** Code amendments were implemented last year, which clarified and made public notification provisions uniform. The public is advised through newspaper ads, mailing notifications to adjacent property owners, posting signs on-site; and providing notice on the City's web page. Additionally, the agendas and meeting packet information are made available to the public for Council meetings as well as commission and board meetings.

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities

**Complete-13**

Energy Services

Fire

Police

Public Works

**7 1 11** Implement a comprehensive traffic safety initiative to include both vehicle and pedestrian safety outreach and education.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** The formation of the Traffic Safety Unit and subsequent projects and educational campaigns has been very successful and the community is appreciating the dedicated effort.

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities

Energy Services

Fire

Police

Public Works

**Complete-13**

**7 2** Create non-motorized connectivity features that link neighborhoods, civic facilities, employment centers, parks, and commercial centers.

**7 2 1** Develop an implementation schedule for the trails and connectors plan discussed at the spring 2012 Council retreat.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** A Comprehensive Trail Map was adopted as part of the Comprehensive Land Use Plan in 2013. Implementation of specific projects within the plan will be considered during budget cycles and when adjacent private development occurs.

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities

**Complete-13**

Energy Services

Fire

Police

Public Works



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 2 2** Conduct safe routes to schools assessments of two existing elementary schools and populate the CIP with recommended improvements.

Beginning Year: **2013** Ending Year: **2014**

**Update Summary:** Marcus Whitman School assessment complete and grant funds application completed. Selection of second school awaiting consultation with school district. Work was suspended and replaced by design consultation with the district on their new buildings.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**7 2 3** Complete and implement ADA Transition Plan.

Beginning Year: **2013** Ending Year: **2014**

**Update Summary:** Draft plan and handicap ramp inventory are complete. Preparing final draft and public review process scheduled for first half of 2015.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**7 2 4** Include non-motorized connectivity improvements as part of street improvements and overlay projects.

Beginning Year: **2013** Ending Year: **2014**

**Update Summary:** Stevens and Spengler projects include infill of sidewalks to improve connectivity. Stevens Drive South Extension and Duportail Street Reconstruction and Extension will include bicycle and pedestrian connectivity. Queensgate Pathway project is funded and being prepared.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>

**7 2 5** Secure funding and construct the Vantage Highway Trail from Stevens Dr. to Kingsgate Way.

Beginning Year: **2014** Ending Year: **2014**

**Update Summary:** The project is identified in the City's Capital Improvement Plan as "unfunded." The project continues to seek grant funding.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>In Progress</b>



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 2 6** Review and consider a "complete streets" planning policy by December 2015.

Beginning Year: **2014**

Ending Year: **2015**

**Update Summary:**

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Not Started</b>

**7 3 3** Develop a strategy for revitalization of deteriorating neighborhoods.

**7 3 1** Engage in a proactive media campaign that encourages citizens to report code violations in their neighborhoods.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** This is a perennial goal as we continue to see code enforcement as one of the most important issues in our community.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		<b>In Progress</b>	

**7 3 2** Create standards that ensure rental properties will be safe and maintained at a level commensurate with the surrounding neighborhood.

Beginning Year: **2013**

Ending Year: **2014**

**Update Summary:** A revised and rescaled Rental Inspection program has been developed and will be considered for presentation to Council in the future.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	<b>In progress</b>	<b>In Progress</b>	



# (2013-2017)

## City of Richland Strategic Plan

### 2014 End-of-Year Update

**7 3 3** Expand in-fill housing program targeted at the replacement of pre-fab and badly dilapidated units in older neighborhood.

Beginning Year: **2013**                      Ending Year: **2014**

**Update Summary:** Due to federal funding risks, Richland will no longer undertake this type of project. Richland will continue to encourage private infill development projects.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		<b>Obsolete</b>	
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

**7 3 4** Coordinate marketing of local improvement districts to planned street maintenance projects.

Beginning Year: **2013**                      Ending Year: **2014**

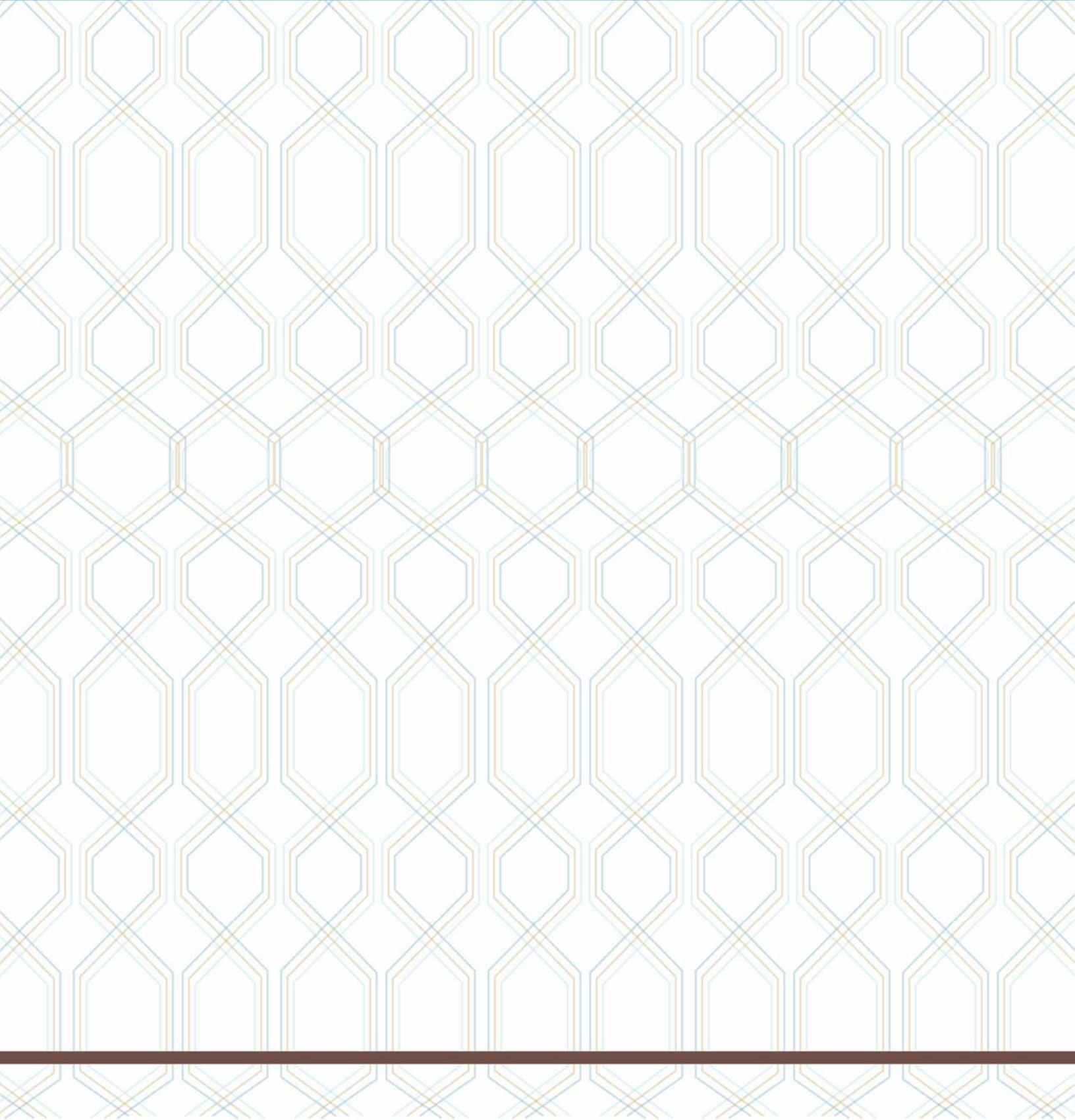
**Update Summary:** Torbett - Mahan LID has been formed in coordination with the Stevens Drive water main replacement and street maintenance project. LID was dissolved due to cost increase. No other opportunities have materialized.

<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			<b>Complete-14</b>





# **EXPANDED PROGRAMS**



**City of Richland**  
**EXPANDED PROGRAM REQUESTS**  
**For Budget Year 2015**  
**Total Recommended for All Funds**

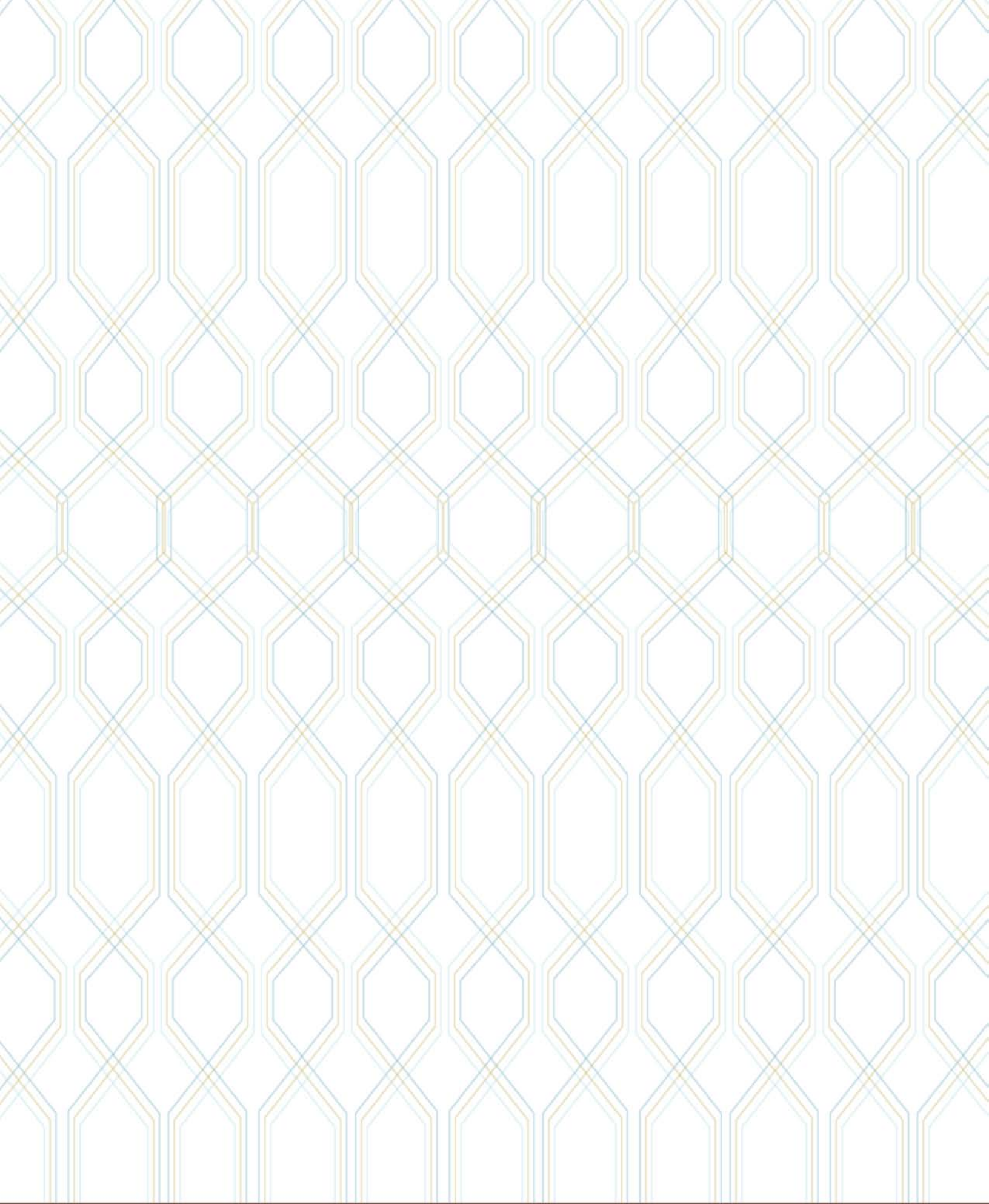
FUND	PRIORITY						TOTAL
	1	2	3	4	5	6	
GENERAL FUND	\$ 682,695	\$ 95,166	\$ 34,267	\$ 29,300	\$ -	\$ -	\$ 841,428
STREETS	43,325	-	-	-	-	-	43,325
ELECTRIC	36,000	35,000	-	-	-	-	71,000
WASTEWATER	-	-	-	-	-	1,850	1,850
SOLID WASTE	-	-	-	-	18,500	-	18,500
PW ADMIN	-	15,444	-	-	-	-	15,444
BCES	1,300	-	-	-	-	-	1,300
<b>TOTALS</b>	<b>\$ 763,320</b>	<b>\$ 145,610</b>	<b>\$ 34,267</b>	<b>\$ 29,300</b>	<b>\$ 18,500</b>	<b>\$ 1,850</b>	<b>\$ 992,847</b>

**City of Richland**  
**EXPANDED PROGRAM REQUESTS**  
**DETAIL LISTING**  
**For Budget Year 2015**

Fund	Department	Division	GL Acct	KEY #	GOAL #	Priority #	REQ TYPE	Requested 2015	Recommend or Budgeted 01/01/15	Ongoing	Detail Description
BCES	BCES	800 MHz Project	642 XXX XXXXXX XXXX	1	2	1	EXP	\$ 1,300	\$ 1,300	X	Contract with Day Wireless to perform an annual antenna sweep at all communication sites
Electric	Energy Services	Power Operations	401 503 533610 4921	1	6	1	EXP	36,000	36,000		Purchase OSHA required fall restraint devices
Electric	Energy Services	Energy Policy Mgmt	401 505 533115 4117	1	2	2	EXP	35,000	35,000		Load forecast assessment and data analytics required to ensure proper forecasting is completed as accurately as possible in order to meet increases in load
Electric	Energy Services	Business Services	401 501 533135 4117	1	6	3	EXP	8,440	-		New life-size electrical safety display for educational purposes
General Fund	Administrative Services	Administrative Services	001 210 XXXXXX XXXX	1	5	1	EXP	128,110	128,110	X	Hire 1.0 FTE - Analyst for Safety and Risk Management
General Fund	Administrative Services	Finance	001 211 XXXXXX XXXX	1	1	2	EXP	50,000	50,000		Hire consultant services for customer service analysis
General Fund	Administrative Services	Finance	001 211 XXXXXX XXXX	1	1	3	EXP	75,000	-		Hire consultant services for payroll audit services and internal control review
General Fund	Assistant City Manager	Assistant City Manager	001 110 XXXXXX XXXX	1	5	1	EXP	98,750	-	X	Hire 1.0 FTE - Management Analyst for Process workflow Management
General Fund	Assistant City Manager	Communications & Marketing	001 213 518890 4117 001 213 518885 4107	7	1	1	EXP	58,190	58,190		New website for city-wide, including Parks and Library
General Fund	Assistant City Manager	Information Technology	001 213 5188xx xxxx	7	1	1	EXP	217,400	217,400		I.T. Strategic Plan - Total Projects for 2015
General Fund	Community & Development Services	Development Services	001 301 558600 4117	7	1	1	EXP	123,000	123,000		Provide temporary building inspector in 2015 to assist with large upcoming construction projects
General Fund	Community & Development Services	Development Services	001 301 508820 4117	1	5	2	EXP	16,000	16,000	X	Hearing Examiner system of permit review as recommended by WCIA
General Fund	Fire Services	Ambulance	407 121 526200 3501	35	2	1	EXP	110,000	110,000		Fully equip. the unstaffed ambulance for rapid deployment
General Fund	Fire Services	Ambulance	001 120 522100 3102 407 121 526200 3102	2	2	2	EXP	8,500	8,500		Purchase aerobic and resistance training equipment for fire station (70% General Fund 30% Med Fund)
General Fund	Fire Services	Ambulance	001 120 XXXXXX XXXX	7	1	3	EXP	6,000	-	X	Hire LMSW Intern Coordinator Position for community assistance and referral & educational services
General Fund	Fire Services	Ambulance	001 120 XXXXXX XXXX	7	1	4	EXP	23,750	-	X	Implement the PulsePoint Program in the COR
General Fund	Parks & Public Facilities	Facilities	001 335 571510 1104	2	2	1	EXP	34,000	34,000	X	Hire two (2) additional seasonal employees for the River Crew for various parks
General Fund	Parks & Public Facilities	Facilities	001 335 571510 3120	2	2	2	EXP	10,000	10,000	X	Expand chemical budget to purchase additional fertilizer and pesticides to maintain parks
General Fund	Parks & Public Facilities	Facilities	001 335 576680 6417 406 336 576100 6xxx	1	2	3	CPP	27,100	27,100		Purchase Toro HH-400 material handler (split cost with Golf Course)
General Fund	Parks & Public Facilities	Facilities	001 335 576680 6417 406 336 576100 6xxx	1	2	4	CPP	29,300	29,300		Purchase ToroProCore 1298 Aerator (split cost with Golf Course)
General Fund	Parks & Public Facilities	Recreation	001 338 574110 3124	2	3	5	EXP	300	-	X	Identification clothing for our new year-round Park Ranger FTE
General Fund	Parks & Public Facilities	Recreation	001 335 576100 3120	1	2	6	EXP	625	-	X	American Institute of Certified Planners (AICP) Certification Maintenance for Director
General Fund	Parks & Public Facilities	Recreation	001 335 XXXXXX XXXX	6	3	7	EXP	4,800	-	X	Add additional salary to provide open public swimming on Sunday evenings
General Fund	Police Services	Police Services	001 130 XXXXXX XXXX	1	4	1	EXP	11,995	11,995		Purchase Adventos Assurance Gold Pkg which provides 80 hrs of services that enable Police to communicate, collaborate and provide accountability
General Fund	Police Services	Police Services	001 130 XXXXXX XXXX	1	6	2	EXP	10,666	10,666		Purchase equipment Rofin Polilight system for crime scenes
General Fund	Police Services	Police Services	001 130 XXXXXX XXXX	1	5	3	EXP	7,167	7,167		Purchase a new recumbent bike and elliptical machine for workout room
General Fund	Police Services	Police Services	001 130 XXXXXX XXXX	1	5	4	EXP	12,808	-	X	Purchase IBM i2 Analyst's Notebook Premium Software
General Fund	Police Services	Police Services	001 130 XXXXXX XXXX	1	5	5	EXP	2,995	-	X	Purchase SnapTrends software to monitor social media postings for intelligence source
Golf Course	Parks & Public Facilities	Golf	406 XXX XXXXXX XXXX	1	2	1	EXP	3,326	-		Purchase a Toro Sandpro bunker rake
Golf Course	Parks & Public Facilities	Golf	406 XXX XXXXXX XXXX	1	2	2	EXP	4,335	-		Purchase a Toro HDX-D Workman
Public Works	Public Works	PW Admin & Eng	505 450 XXXXXX XXXX	1		2	EXP	15,444	15,444		Contract employee for 12 week coverage for medical leave
Solid Waste	Public Works	Solid Waste Disposal	404 433 XXXXXX XXXX	2	4	3	EXP	11,000	-		Rent two or three different types of litter separating machines to remove bits of plastic from finished compost

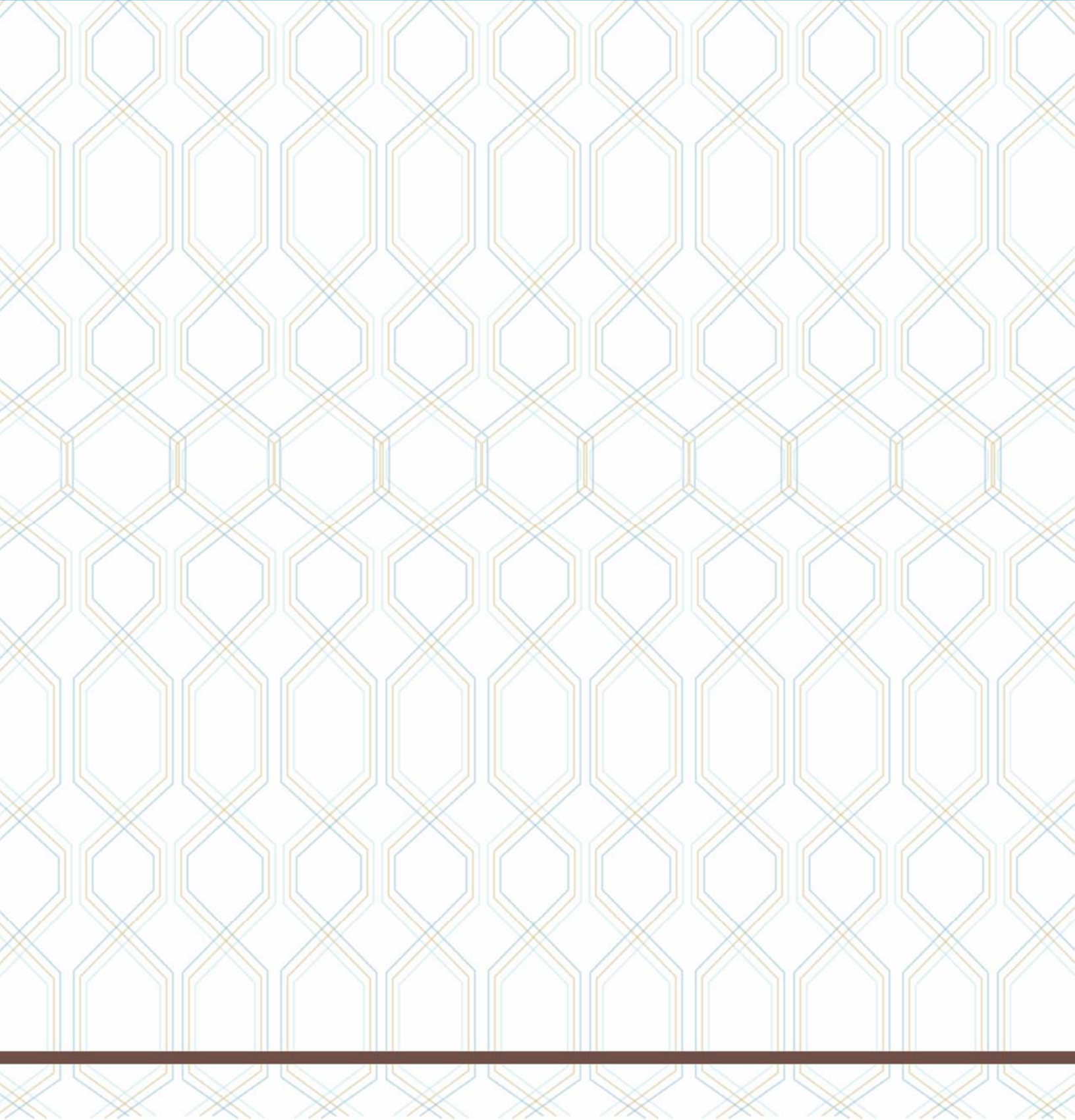
**City of Richland**  
**EXPANDED PROGRAM REQUESTS**  
**DETAIL LISTING**  
**For Budget Year 2015**

Fund	Department	Division	GL Acct	KEY #	GOAL #	Priority #	REQ TYPE	Requested 2015	Recommend or Budgeted 01/01/15	Ongoing	Detail Description
Solid Waste	Public Works	Solid Waste Disposal	404 433 XXXXXX XXXX	2	4	5	EXP	18,500	18,500	X	Posi-shell alternative daily cover for covering refuse. Daily cover for refuse is a permit requirement
Streets	Public Works	Streets	101 401 XXXXXX XXXX	2	1	4	EXP	50,000	-		Hire a Consultant to collect traffic counts city-wide at approximately 200 locations
Streets	Public Works	Street Maintenance	101 401 542602 6414	7	1	1	CPP	43,325	43,325	X	Upgrade the control clocks and software in all 45 of the existing school zone beacons and purchase 5 spare units in 2015
Wastewater	Public Works	Wastewater Operations	403 422 XXXXXX XXXX	2	4	6	EXP	1,850	1,850	X	State regulations require that at least one person from each compost facility has attended this training
<b>TOTAL - ALL FUNDS</b>								<b>\$ 1,294,976</b>	<b>\$ 992,847</b>		





# **CAPITAL IMPROVEMENT PLAN**



# Capital Improvement Plan

A Capital Improvement Plan (CIP) is a multiyear plan which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan. The CIP provides a link between the Strategic Leadership Plan and the annual budget and ensures the City's financial resources are efficiently utilized to support the long range goals of the City.

The Capital Improvement Plan (CIP) accounts for projects that construct new infrastructure and facilities and projects that add to or enhance and maintain existing facilities and infrastructure. The City prepares a comprehensive capital projects list as a part of the annual budget process. The list provides a five-year view of intended projects and serves as an excellent resource for Council, Boards and Commissions, city staff and citizens in understanding the scope, timing and funding of key projects. A designated funding source is identified for each 2015 project. Future year projects may be unfunded or underfunded, but they are included in the plan to keep them in the forefront as targets for grants, ballot measures, and other funding efforts. In 2009, the City implemented the Strategic Leadership Plan which identifies seven key elements that support the City's overall vision for long-term growth, economic vitality and financial stability. The key elements are supported by goals with defined objectives to meet the goals. Each capital project approved for funding in 2015 has identified a key element, goal and/or objective in order to receive funding. This comprehensive approach ensures consideration and approval of capital improvements that support the long range goals of the City.

For the purpose of continuity in the 2015 Budget, this condensed version of the CIP is included as a separate section of the Budget document. If there are any questions concerning specific projects or funding of specific projects, please refer to the Capital Improvement Plan that is published separately. The CIP can be found on the city's web site at [www.ci.richland.wa.us](http://www.ci.richland.wa.us) under the "Administrative Services", "Budget & Finance" section.

## **Advantages of Capital Improvement Plan:**

- Serves as a public relations and economic development tool.
- Provides the ability to stabilize debt and consolidate projects to reduce borrowing costs.
- Provides a process that evaluates all potential projects at the same time.

- Provides citizens and officials with a documented process of prioritizing projects, planning for future growth and the ability to change direction as needed.

#### **Capital Improvement Plan Process:**

- Staff develops projects that support the key elements of the Strategic Leadership Plan.
- Staff drafts project descriptions, cost estimates and funding sources.
- Staff compiles and prioritizes projects and identifies key element, goal and object for each.
- Draft plan is submitted to senior management for review, discussion and modification.
- Staff verifies information required by the Growth Management Act (GMA) is included in the CIP.
- Senior management reviews available funding sources and makes recommendations.
- Council sub-committee reviews to ensure the projects support the City's long-term planning goals.
- CIP is adopted by the City Council.

The CIP will be revised annually as part of the budget process. The following year's projects will be submitted as part of the operating budget. The plan will be revisited, modified or amended at least annually by the City Council.

Other more detailed plans help serve as a basis for developing the CIP. The Parks, Trails and Open Space Master Plan serves to prioritize future park and trail development projects. Street Projects are developed in support of the six-year street plan whenever applicable and the City's comprehensive land use plan is the document directing the growth and future of the City. The more detailed plans support the various elements of the comprehensive facilities plan.

The 2015-2030 Capital Improvement Plan has included a new section for Waterfront projects that are essential for future redevelopment efforts intended to enhance and connect the Riverfront and Downtown districts. Other project categories include Municipal, Parks and Public Facilities, Transportation and Utility projects. Each project is prioritized according to its degree of necessity and its relationship to the Strategic Leadership Plan.

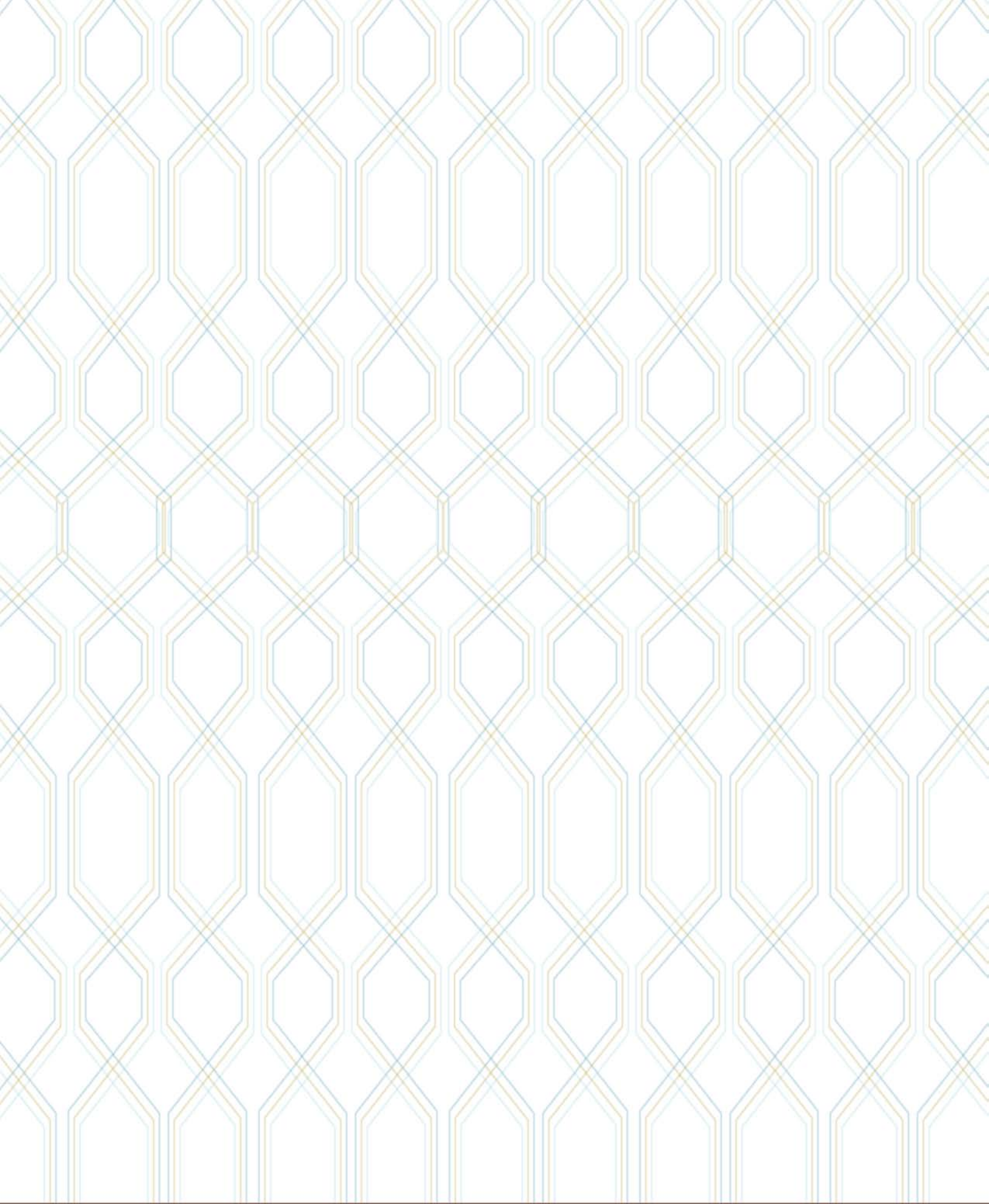
#### **Overview of the 2015 – 2030 Capital Improvement Plan:**

The 2015-2030 Capital Improvement Plan supports the City's continued commitment to preserve existing infrastructure, provide ongoing maintenance and address long-term capital needs as identified in the plan. Approved 2015 projects require keys and goals that are directly tied to the City's Strategic Plan. Several of the 2015 projects will provide repairs and upgrades to existing infrastructure in an ongoing



effort to maintain the City's current facilities and infrastructure. Staff continues to enhance the CIP in an effort to make the document more readable and relevant to citizens, elected officials, and other users. The CIP is consistent with the City's comprehensive plan and includes information required by the State's Growth Management Act (GMA).

The total amount of approved projects for 2015 is \$32,190,824. Funding was identified and budgeted in the amount of \$30,673,767, which reflects an unfunded amount of \$1,517,057. Staff will continue to work to identify the remaining funding throughout 2015. The following table presents all projects by category and identifies funding sources for each project. A separate Capital Improvement Plan document is available online that provides a detailed information sheet for each capital project.





Project Costs and Funding Sources

Department	Project #	2015 Project Costs	CDBG Funds	Criminal Justice Fund	Donations	Electric Fund - Rate/Facility Fees/Revenue Bond Issue	General Fund	Grant (Secured & Unsecured)	Line of Credit	Medical Services Fund	Parks Reserve Fund (Designated & Undesignated)	REET-RE Excise Tax 1st 1/4%	REET-RE Excise Tax 2nd 1/4%	Richland School District	Solid Waste Fund - RSV For Closure - Rate Revenue	Stormwater Fund	Unfunded	Wastewater Fund - Rate Revenue	Water Fund - Rate Revenue - Irrigation Utility Rate - Facility Fees	TOTAL FUNDING SOURCES
<b>Electric</b>																				
Line Extensions	ES130008	\$800,000				\$800,000														\$800,000
Purchase Southwest Service Area Infrastructure	ES130009	\$250,000				\$250,000														\$250,000
Renewals and Replacements	ES130010	\$2,004,000				\$2,004,000														\$2,004,000
SE Richland Substation (formerly Rachel Road)	ES130004	\$2,725,000				\$2,725,000														\$2,725,000
Smart Grid / Advanced Metering Infrastructure	ES130005	\$300,000				\$300,000														\$300,000
Systems Improvements	ES130011	\$2,844,000				\$2,844,000														\$2,844,000
	<b>Electric</b>	<b>\$8,923,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$8,923,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$8,923,000</b>
<b>Municipal</b>																				
Animal Control Shelter	MN130001	\$1,141,000															\$1,141,000			\$1,141,000
Equipment Replacement Program	MN140016	\$1,136,700		\$174,000			\$578,800								\$322,100			\$26,000	\$35,800	\$1,136,700
I.T. Strategic Plan	MN140017	\$500,000				\$97,800	\$120,000			\$5,100					\$7,500	\$5,400	\$200,000	\$25,800	\$38,400	\$500,000
RAISE (formerly Horn Rapids Industrial)	MN130010	\$2,302,269																		\$0
	<b>Municipal</b>	<b>\$5,079,969</b>	<b>0</b>	<b>\$174,000</b>	<b>0</b>	<b>\$97,800</b>	<b>\$698,800</b>	<b>0</b>	<b>0</b>	<b>\$5,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$329,600</b>	<b>\$5,400</b>	<b>\$1,341,000</b>	<b>\$51,800</b>	<b>\$74,200</b>	<b>\$2,777,700</b>
<b>Parks</b>																				
Barth Park	PR130006	\$60,000	\$60,000																	\$60,000
Drollinger Park	PR130007	\$44,000									\$44,000									\$44,000
Gala Park	PR130012	\$30,000								\$30,000										\$30,000
Hanford Legacy Park	PR130003	\$575,685						\$500,000				\$75,685								\$575,685
Municipal Facilities Ongoing Maintenance	PR140020	\$250,000				\$84,250	\$101,500								\$6,250	\$4,500		\$21,500	\$32,000	\$250,000
North Richland Off Leash Dog Park	PR140018	\$50,000			\$25,000						\$25,000									\$50,000
Parks Facilities Ongoing Maintenance	PR140021	\$100,000					\$40,000										\$60,000			\$100,000
Tree Replacement and Deferred	PR130016	\$20,000					\$20,000													\$20,000
	<b>Parks</b>	<b>\$1,129,685</b>	<b>\$60,000</b>	<b>0</b>	<b>\$25,000</b>	<b>\$84,250</b>	<b>\$161,500</b>	<b>\$500,000</b>	<b>0</b>	<b>\$0</b>	<b>\$99,000</b>	<b>\$75,685</b>	<b>0</b>	<b>0</b>	<b>\$6,250</b>	<b>\$4,500</b>	<b>\$60,000</b>	<b>\$21,500</b>	<b>\$32,000</b>	<b>\$1,129,685</b>
<b>Solid Waste</b>																				
Disposal Capacity Improvements, formerly	SW130002	\$300,000													\$300,000					\$300,000
Landfill Cell Permitting, formerly Landfill Cell	SW130001	\$40,000													\$40,000					\$40,000
Landfill Closure, Phase 2	SW130003	\$62,000													\$62,000					\$62,000
Landfill Facility Improvements	SW130004	\$75,000													\$75,000					\$75,000
Transfer Station Improvements	SW140006	\$11,000													\$11,000					\$11,000
	<b>Solid</b>	<b>\$488,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$488,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$488,000</b>
<b>Stormwater</b>																				
Stormwater Rehabilitation & Replacement	ST130001	\$100,000														\$100,000				\$100,000
	<b>Stormwater</b>	<b>\$100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$100,000</b>
<b>Transportation</b>																				
Center Parkway Construction	TR130002	\$500,000						\$450,000				\$5,000	\$45,000							\$500,000
City-Wide Annual Overlay-Arterial & Local	TR130003	\$1,200,000					\$827,943						\$300,000					\$72,057		\$1,200,000
City-wide Sidewalk Repairs Program	TR130004	\$10,000										\$10,000								\$10,000
Duportail Street Extension	TR130005	\$1,740,000						\$1,469,520				\$270,480								\$1,740,000
Duportail Street Reconstruction	TR130006	\$1,353,000						\$1,295,920					\$57,080							\$1,353,000
South GWW Safety & Mobility Improvements	TR130011	\$0						\$3,900,000												\$3,900,000
	<b>Transporta</b>	<b>\$4,803,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$827,943</b>	<b>\$7,115,440</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$285,480</b>	<b>\$402,080</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$72,057</b>	<b>0</b>	<b>0</b>	<b>\$8,703,000</b>
<b>Wastewater</b>																				
Collection System Renewal & Replacement	WW130001	\$530,000																	\$530,000	\$530,000
Solids Upgrade	WW130005	\$1,000,000																\$1,000,000		\$1,000,000
South Richland Utility LID (formerly Reata LID)	WW130004	\$6,519,410							\$6,519,410											\$6,519,410
Wastewater Trtmtnt Fac. Renewal & Replc	WW130006	\$370,000																\$370,000		\$370,000
	<b>Wastewater</b>	<b>\$8,419,410</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$6,519,410</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$1,900,000</b>	<b>0</b>	<b>\$8,419,410</b>
<b>Water</b>																				
Distribution System Repairs & Replacement	WA130002	\$240,000																		\$240,000
Irrigation Utility Capital Improvements	WA130003	\$100,000																	\$100,000	\$100,000
Jason Lee Elementary School Irrigation Well	WA140009	\$150,000								\$50,000				\$50,000						\$150,000
New South Richland Well Water Source	WA130004	\$1,000,000																	\$1,000,000	\$1,000,000
Water Treatment Pumping & Stg Facilities	WA130007	\$760,000																		\$760,000
	<b>Water</b>	<b>\$2,250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>0</b>	<b>0</b>	<b>\$50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$2,150,000</b>
<b>Waterfront</b>																				
Columbia Playfield Improvements	WF140007	\$50,000			\$50,000															\$50,000
Gateway Entrance Improvements	WF140012	\$36,000										\$36,000								\$36,000
John Dam Plaza Improvements	WF140008	\$556,760			\$278,380			\$278,380												\$556,760
Park, Facility & Trail Signage	WF140009	\$25,000								\$20,000		\$5,000								\$25,000
Shoreline Enhancement and Deferred	WF140010	\$30,000								\$30,000										\$30,000
Waterfront Master Plan	WF140002	\$100,000					\$56,000											\$44,000		\$100,000
Waterfront Redevelopment Planning Study	WF140001	\$200,000						\$200,000												\$200,000
	<b>Waterfront</b>	<b>\$997,760</b>	<b>0</b>	<b>0</b>	<b>\$328,380</b>	<b>0</b>	<b>\$60,000</b>	<b>\$478,380</b>	<b>0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$41,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$44,000</b>	<b>0</b>	<b>\$997,760</b>
	<b>Report</b>	<b>\$32,190,824</b>	<b>\$60,000</b>	<b>\$174,000</b>	<b>\$353,380</b>	<b>\$9,105,050</b>	<b>\$1,744,243</b>	<b>\$8,093,820</b>	<b>\$6,519,410</b>	<b>\$5,100</b>	<b>\$199,000</b>	<b>\$402,165</b>	<b>\$402,080</b>	<b>\$50,000</b>	<b>\$823,850</b>	<b>\$109,900</b>	<b>\$1,517,057</b>	<b>\$1,973,300</b>	<b>\$2,256,200</b>	<b>\$33,788,555</b>





# FUND DETAIL



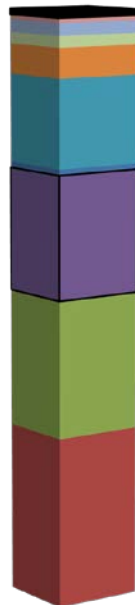
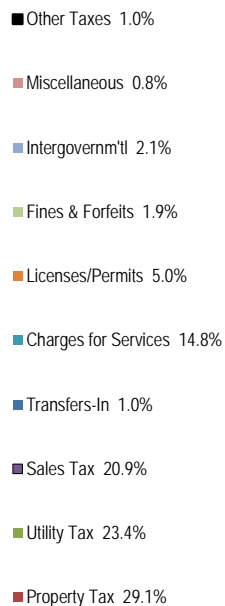
# GENERAL FUND

The General Fund is the principal fund of the City of Richland and is used to account for and report all financial resources not accounted for and reported in another fund. The General Fund provides funding for general governmental services such as public safety, administration, parks and facilities, library and street maintenance. The majority of General Fund revenue is comprised of taxes, state and local-shared revenues and charges for services.

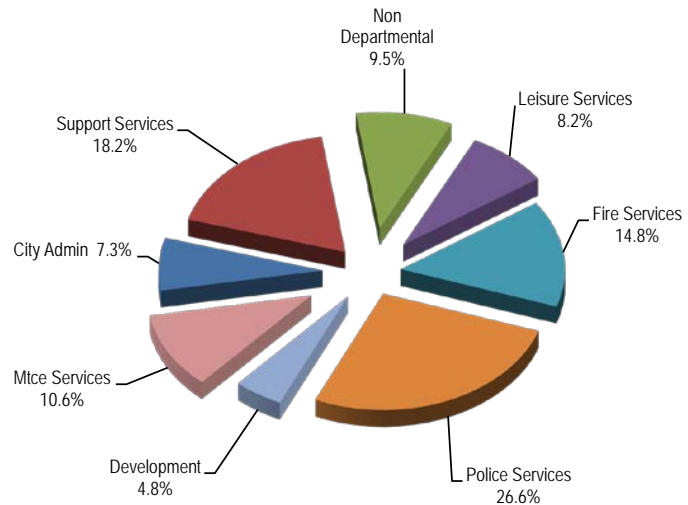
# GENERAL FUND 001

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 46,413,827	\$ 48,772,539	\$ 47,421,619
Current Expenditures	(46,144,051)	(47,525,355)	(46,545,112)
Debt Service	(733,913)	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(464,137)	1,247,184	876,507
Non-Current Revenues	1,264,428	-	583,689
Non-Current Expenditures	-	-	-
Capital Outlay	(1,907,291)	-	-
Expanded Programs	-	-	(794,196)
Approved CIP Projects/Purchases	-	-	(666,000)
Current Revenue Over (Under) All Expenditures	(1,107,000)	1,247,184	-
Beginning Fund Balance	8,230,880	7,123,880	-
Ending Fund Balance (Reserves)	7,123,880	8,371,064	-
Budgeted Reserves- Ending Fund Balance			
Unassigned Fund Balance	4,783,109	3,411,961	-
Other Reserves	2,340,771	4,959,103	-
Total	\$ 7,123,880	\$ 8,371,064	\$ -

**Revenues**

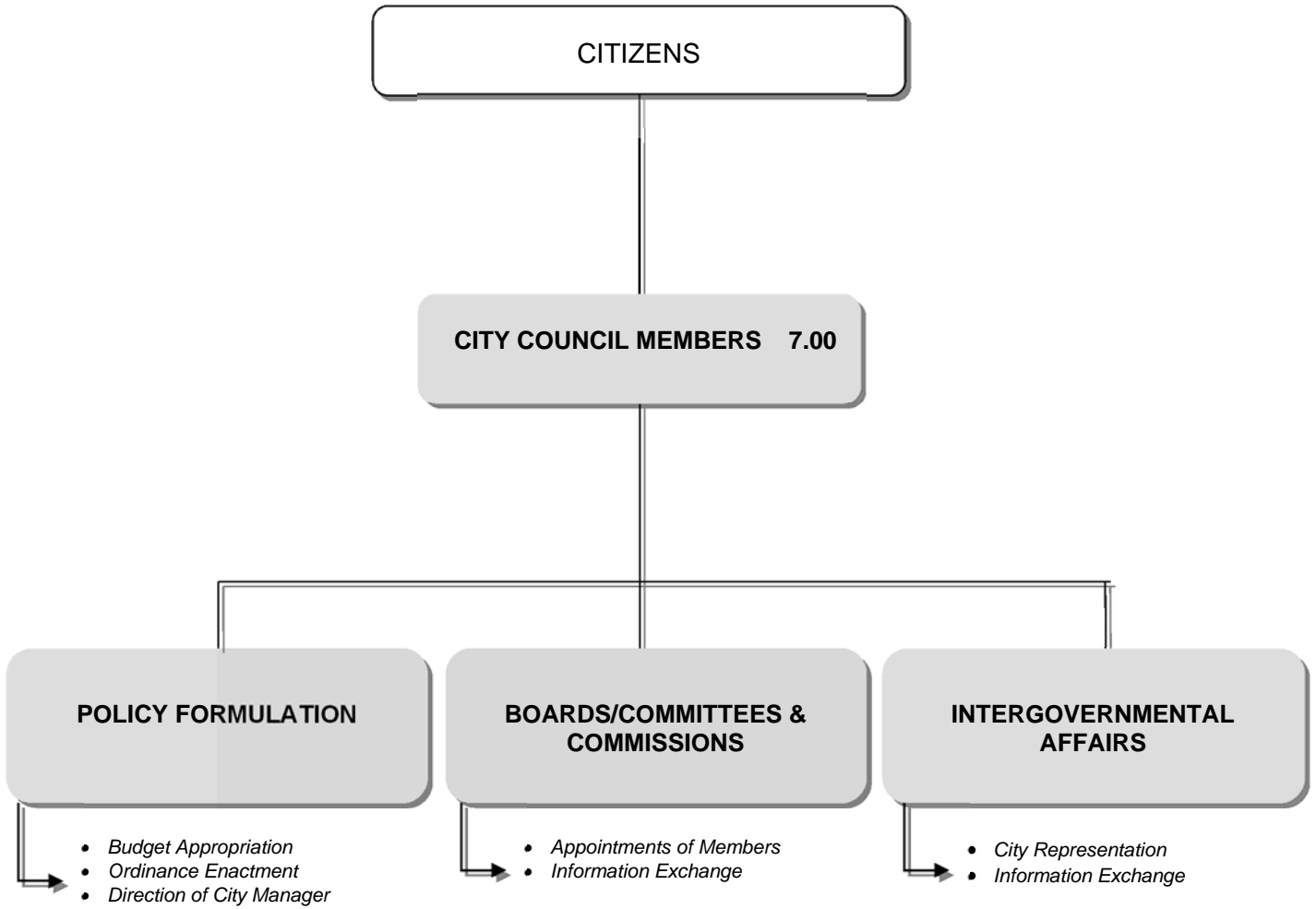


**Expenditures by Activity**



**City Administration  
CITY COUNCIL**

2015 FUNCTIONAL CHART





**City Administration  
City Council**

**Mission Statement:** The City Council develops municipal policy, provides direction to the City Manager and works to ensure cost effective municipal services are provided to the citizens. Council works diligently to diversify and expand Richland’s economy by promoting economic growth and networking with other agencies to secure project assistance. The City Council oversees City finances, approves contracts and land use plans and exercises municipal legislative authority.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”
- **Key-1**
  - Financial Stability and Operational Effectiveness
- **Key-2**
  - Infrastructure and Facilities
- **Key-3**
  - Economic Vitality
- **Key 4**
  - Targeted Investments
- **Key 5**
  - Natural Resources Management
- **Key 6**
  - Community Amenities
- **Key 7**
  - Neighborhoods and Community Safety

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Citizen satisfaction rating as good to excellent with the job the City is doing in planning for the future	64%	69%	67%	68%

City Administration  
City Council

**Personnel Summary**

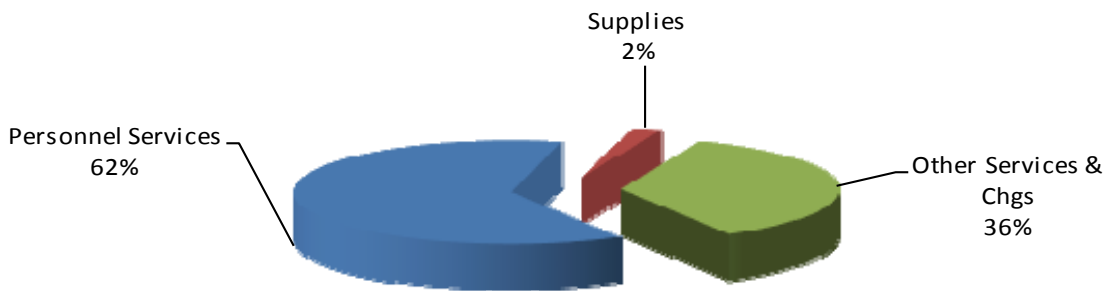
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Council Members*	7.00	7.00	7.00	7.00	7.00
<b>Total Full-Time Positions:</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

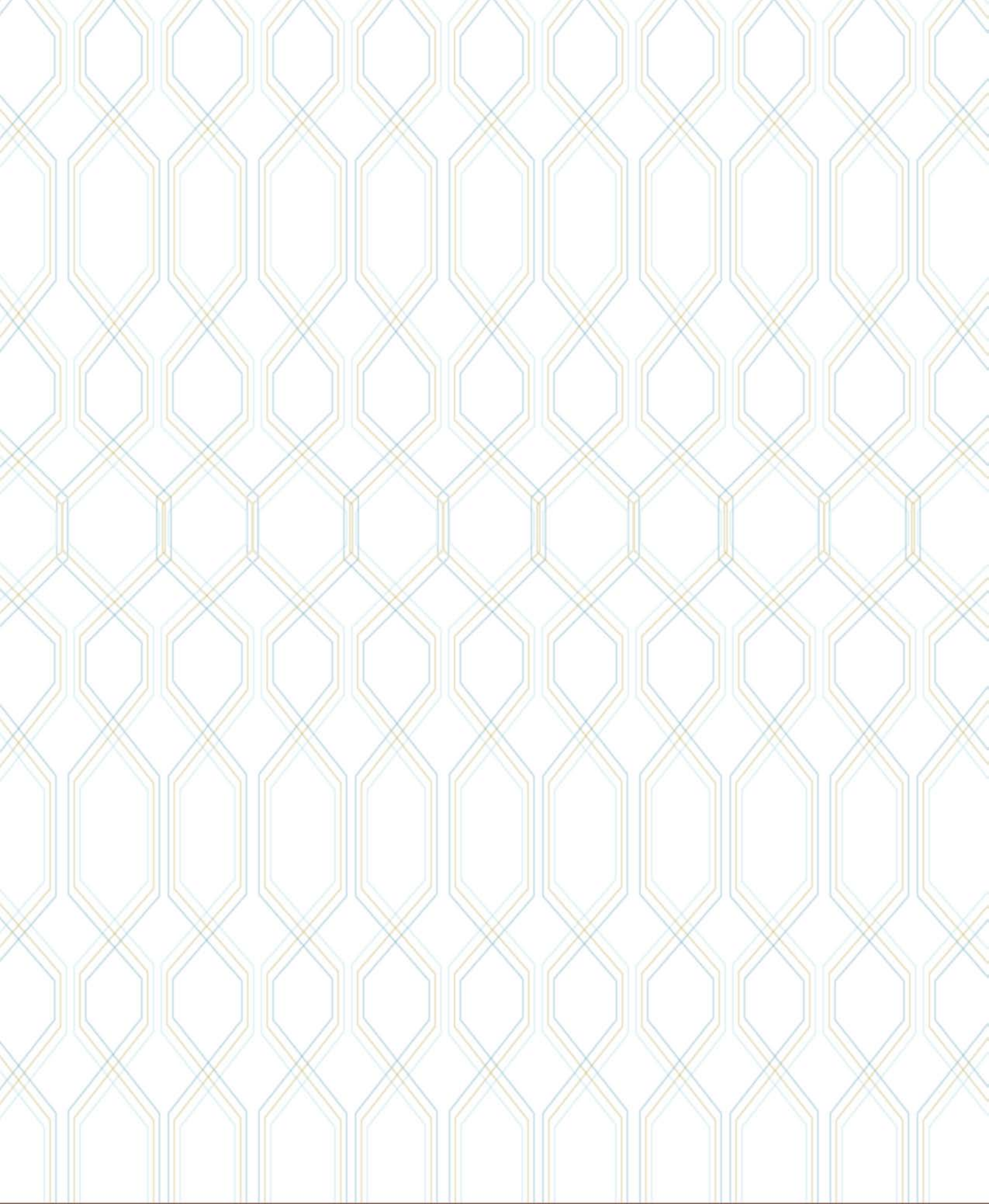
\*Including Mayor and Mayor Pro-Tem

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 110,484	\$ 112,185	\$ 112,004	\$ 114,131	\$ 114,131
Supplies	2,400	4,000	4,000	4,000	4,000
Other Services & Chgs	45,755	64,590	62,090	65,731	65,731
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 158,639</b>	<b>\$ 180,775</b>	<b>\$ 178,094</b>	<b>\$ 183,862</b>	<b>\$ 183,862</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 158,639</b>	<b>\$ 180,775</b>	<b>\$ 178,094</b>	<b>\$ 183,862</b>	<b>\$ 183,862</b>

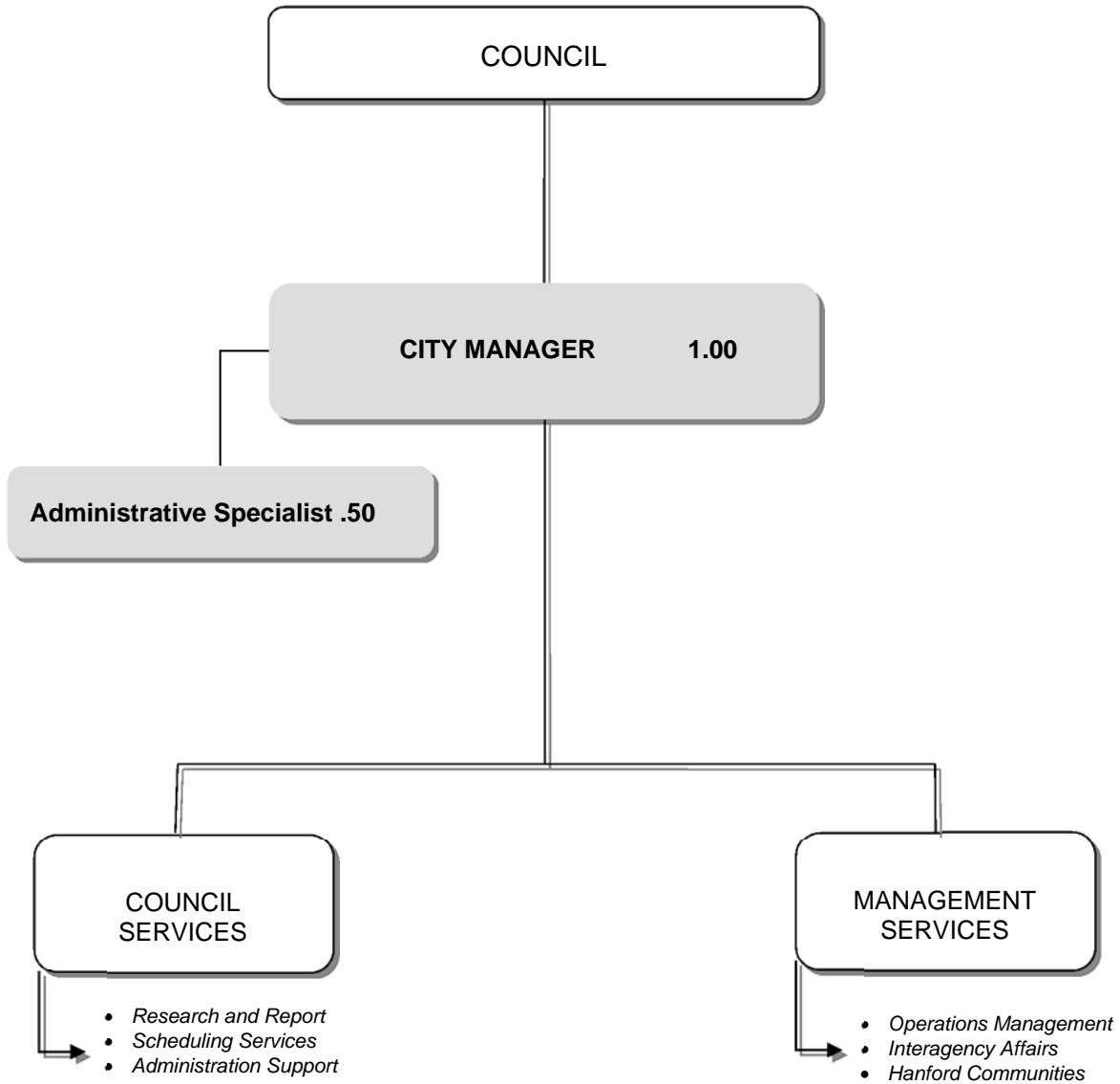
2015 Budget





**City Administration  
CITY MANAGER**

2015 FUNCTIONAL CHART



**City Administration  
City Manager**

**Mission Statement:** The City Manager is responsible for implementing City Council goals, policies and overseeing the provision of cost-effective municipal services.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Percentage of residents saying they are getting good to excellent value for their money’s worth for City services and facilities	80%	86%	86%	86%
Employee satisfaction rating	N/A	N/A	N/A	N/A
Number of citizen request management system cases submitted	1,676	819	817	818

*\*N/A: Indicates either new measurement or a survey had not been conducted that year.*

**City Administration  
City Manager**

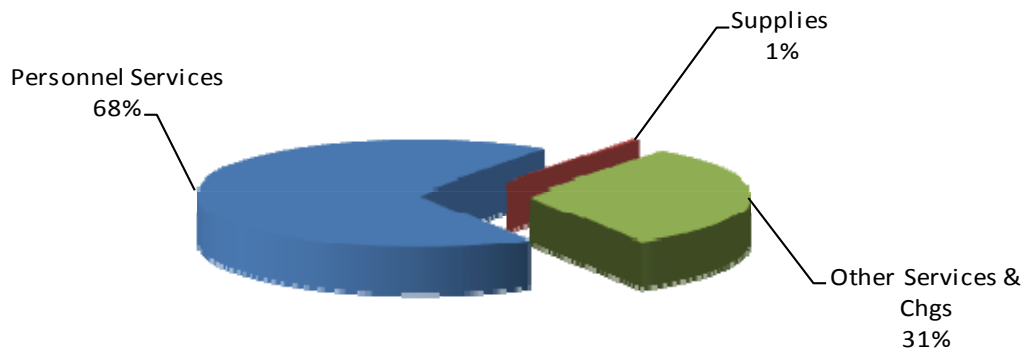
**Personnel Summary**

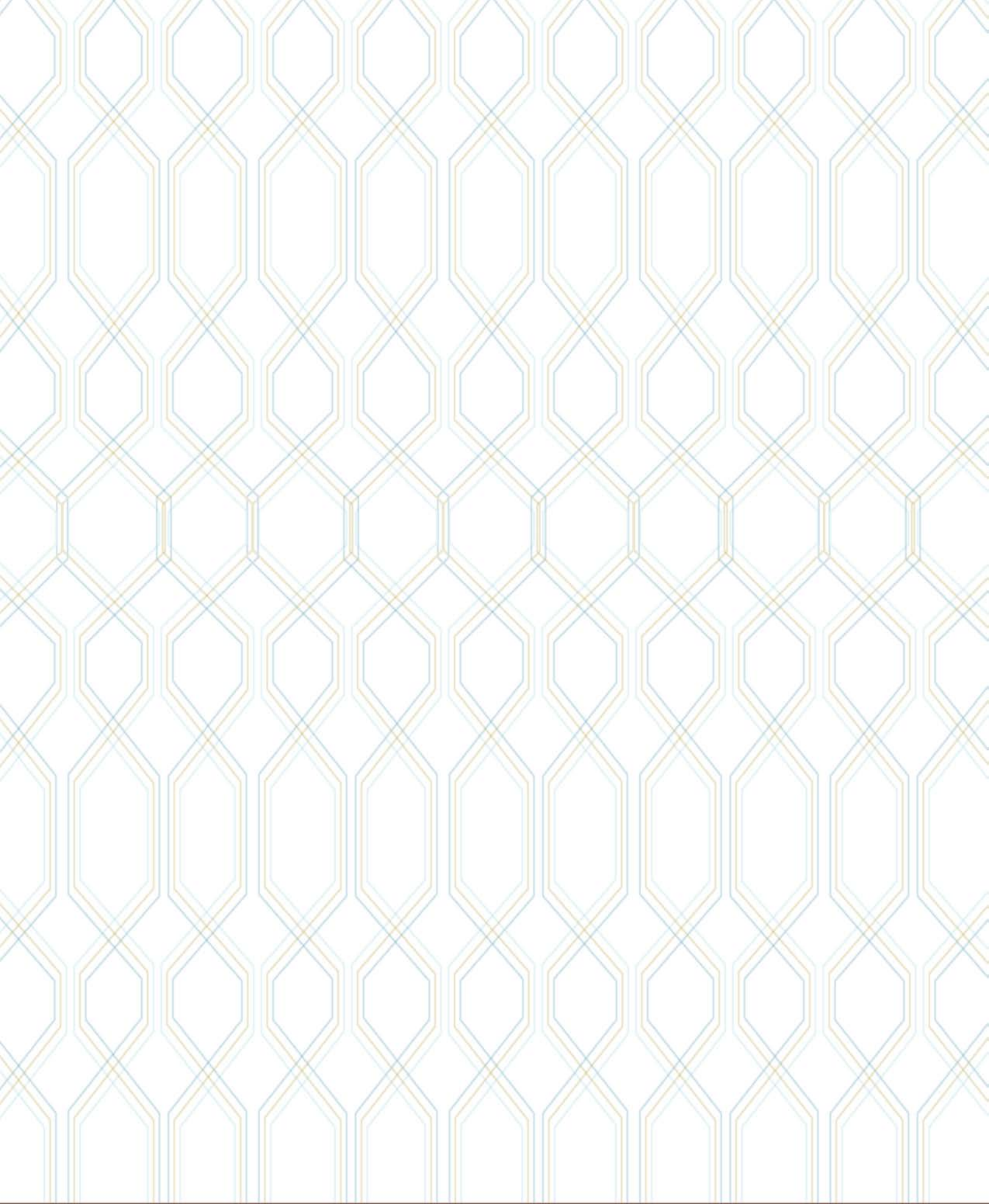
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
City Manager	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	0.50	0.50	0.50	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 308,913	\$ 304,396	\$ 297,868	\$ 301,307	\$ 301,307
Supplies	1,478	2,300	2,300	2,300	2,300
Other Services & Chgs	17,311	148,669	147,808	139,573	139,573
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 327,702</b>	<b>\$ 455,365</b>	<b>\$ 447,976</b>	<b>\$ 443,180</b>	<b>\$ 443,180</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 327,702</b>	<b>\$ 455,365</b>	<b>\$ 447,976</b>	<b>\$ 443,180</b>	<b>\$ 443,180</b>

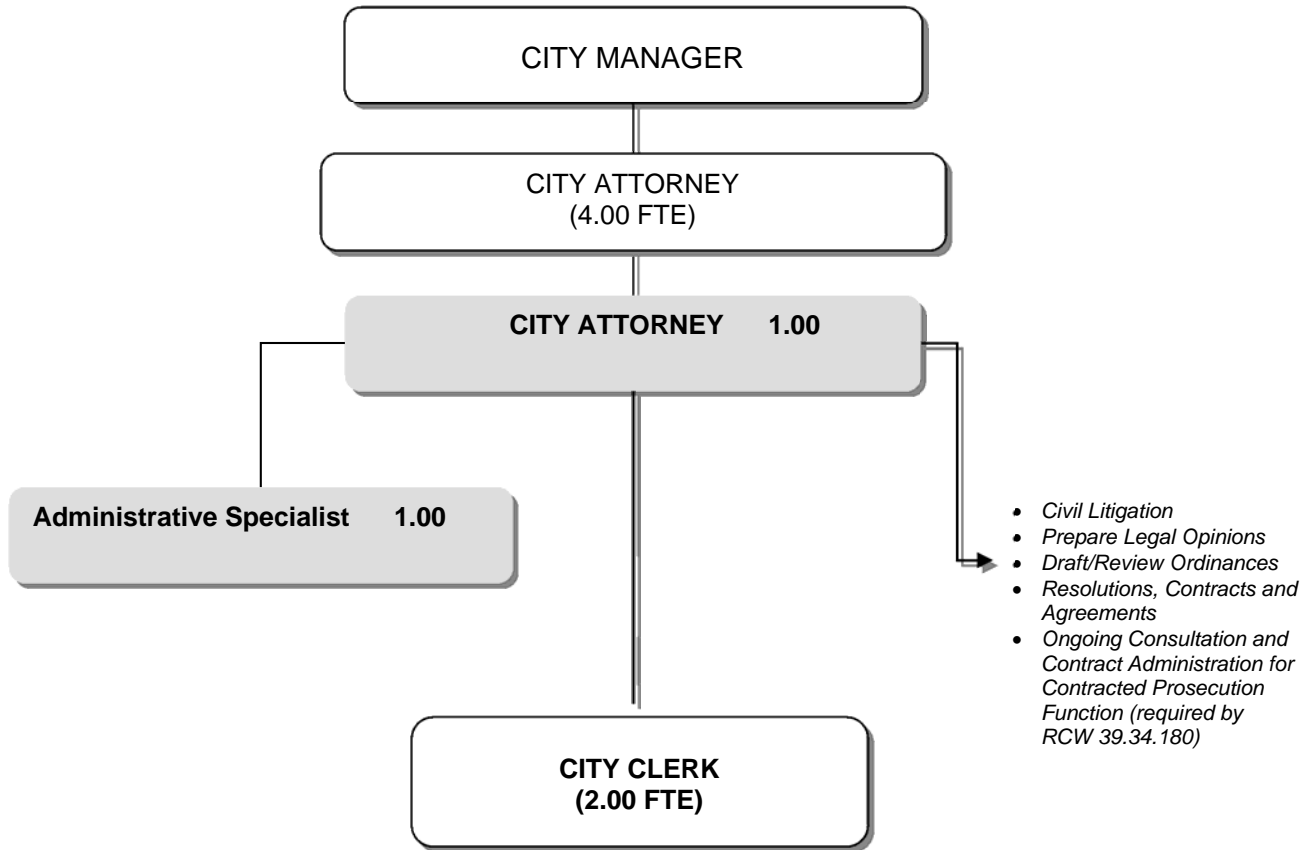
**2015 Budget**





**City Administration  
CITY ATTORNEY**

2015 FUNCTIONAL CHART





**City Administration  
City Attorney**

**Mission Statement:** The mission of the Richland City Attorney’s Office is to provide effective, efficient, professional, informed, progressive and preventative legal advice and services to the City Council, City Manager, City staff and Boards and Commissions of the City of Richland, thereby protecting the rights and interests of the citizens of the City of Richland and the City as a municipal corporation.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Legal Services cost per hour				
City of Richland	\$303	\$330	\$311	\$314
Outside counsel ( <i>Average Hourly Rate</i> )	\$355	\$244	\$249	\$254
Average cost per hour for civil legal services	\$178	\$216	\$190	\$191
Average cost per case for criminal prosecution	\$102	\$110	\$117	\$125
Criminal cases filed	2,540	2,139	2,132	2,041

### City Administration City Attorney

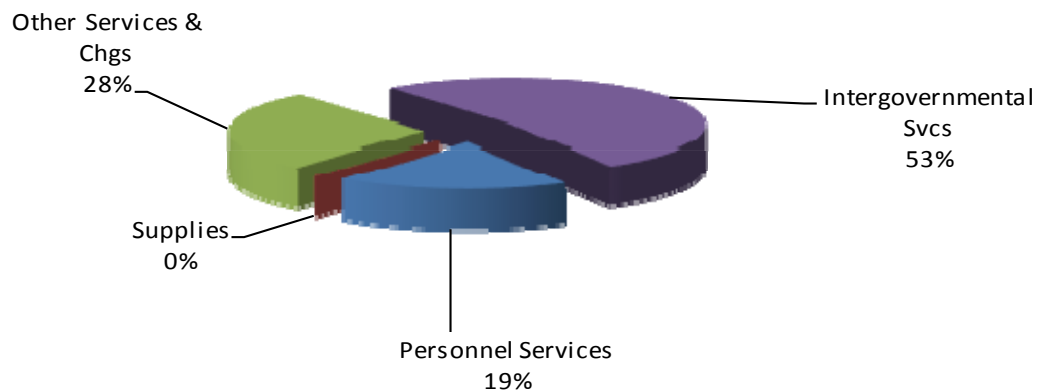
#### Personnel Summary

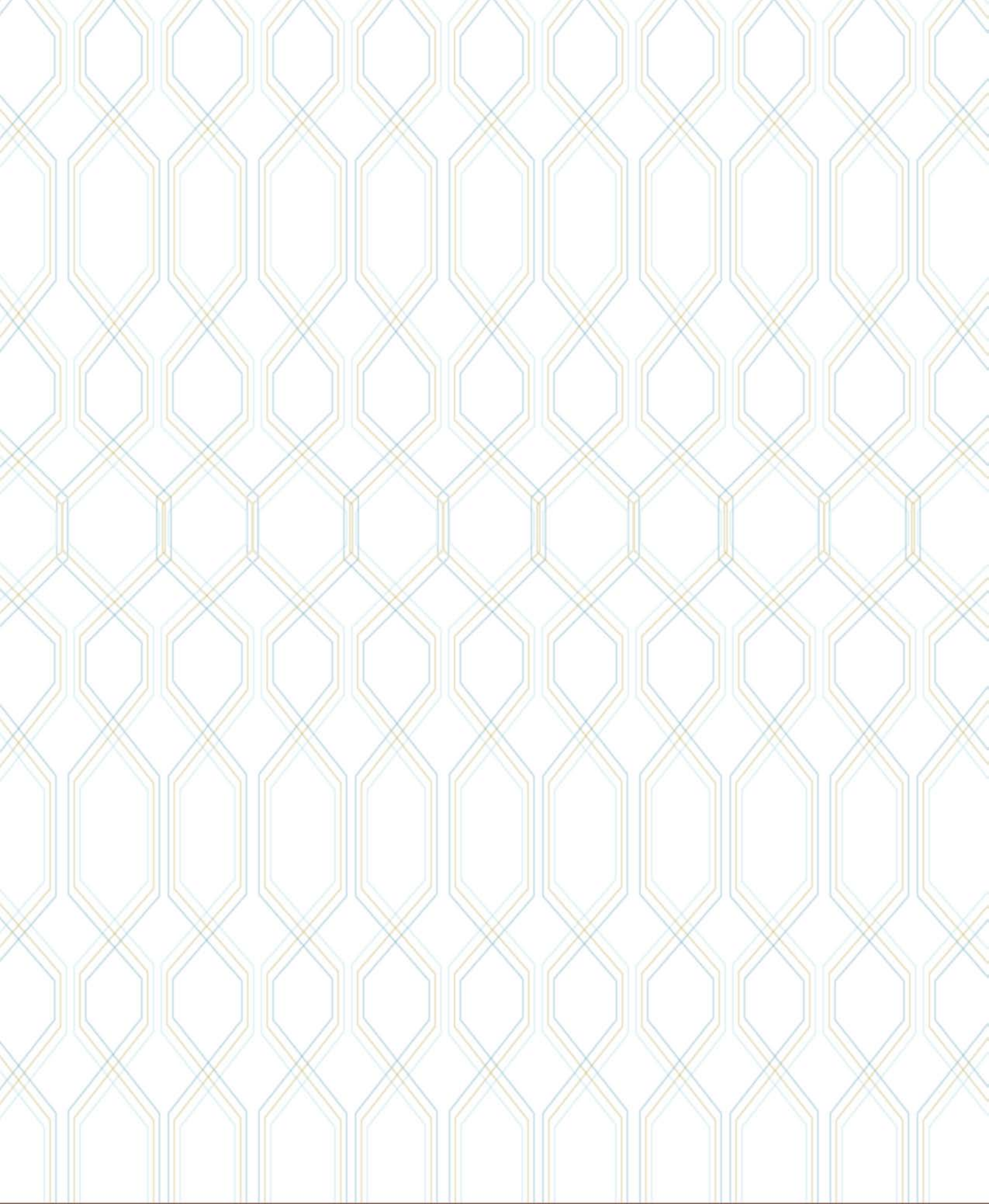
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	0.00	0.00	0.00	0.00
Legal Assistant	1.00	1.00	1.00	0.00	0.00
Administrative Specialist	0.50	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>3.50</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 331,087	\$ 278,082	\$ 269,958	\$ 273,270	\$ 273,270
Supplies	1,619	2,035	2,035	1,360	1,360
Other Services & Chgs	361,788	392,354	393,079	396,342	396,342
Intergovernmental Svcs	618,486	700,000	720,000	741,600	741,600
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 1,312,980</b>	<b>\$ 1,372,471</b>	<b>\$ 1,385,072</b>	<b>\$ 1,412,572</b>	<b>\$ 1,412,572</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,312,980</b>	<b>\$ 1,372,471</b>	<b>\$ 1,385,072</b>	<b>\$ 1,412,572</b>	<b>\$ 1,412,572</b>

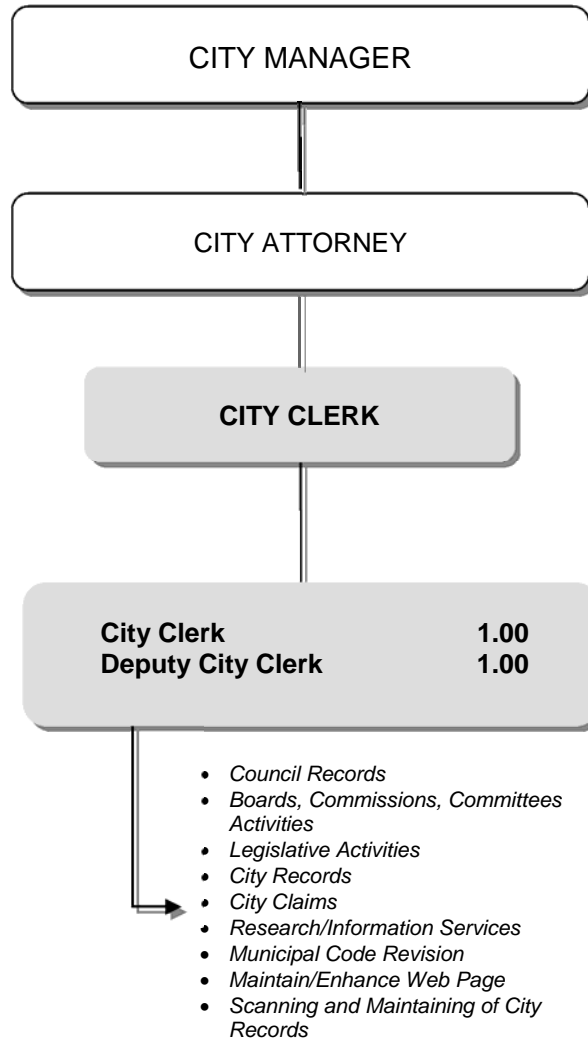
### 2015 Budget





**City Administration  
City Attorney  
CITY CLERK DIVISION**

2015 FUNCTIONAL CHART



**City Administration  
City Attorney  
City Clerk Division**

**Mission Statement:** The City Clerk’s office coordinates the efficient flow of City government by maintaining all official City records and documenting all City Council meetings and legislative activities in compliance with state and local law. The Clerk’s Office assists numerous Boards and Commissions with clerical support, and facilitates communication and information-sharing with staff, the public and City Council.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Percentage of Council minutes completed and on next agenda	100%	100%	100%	100%
Number of Boards/Commission vacancies filled	44	41	36	39
Number of claims for damages received	43	68	90	79
Number of public disclosure requests fulfilled	174	350	273	312
Average number of days to fulfill public disclosure requests	5.0	5.0	6.5	6.0

**City Administration  
City Attorney  
City Clerk Division**

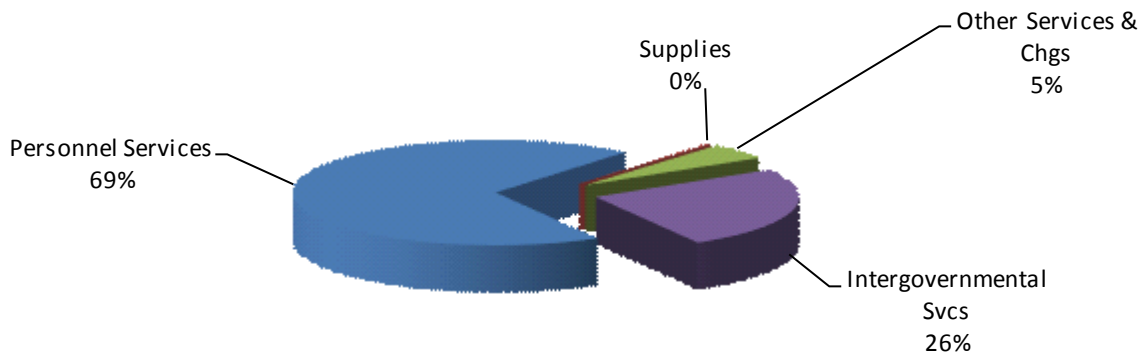
**Personnel Summary**

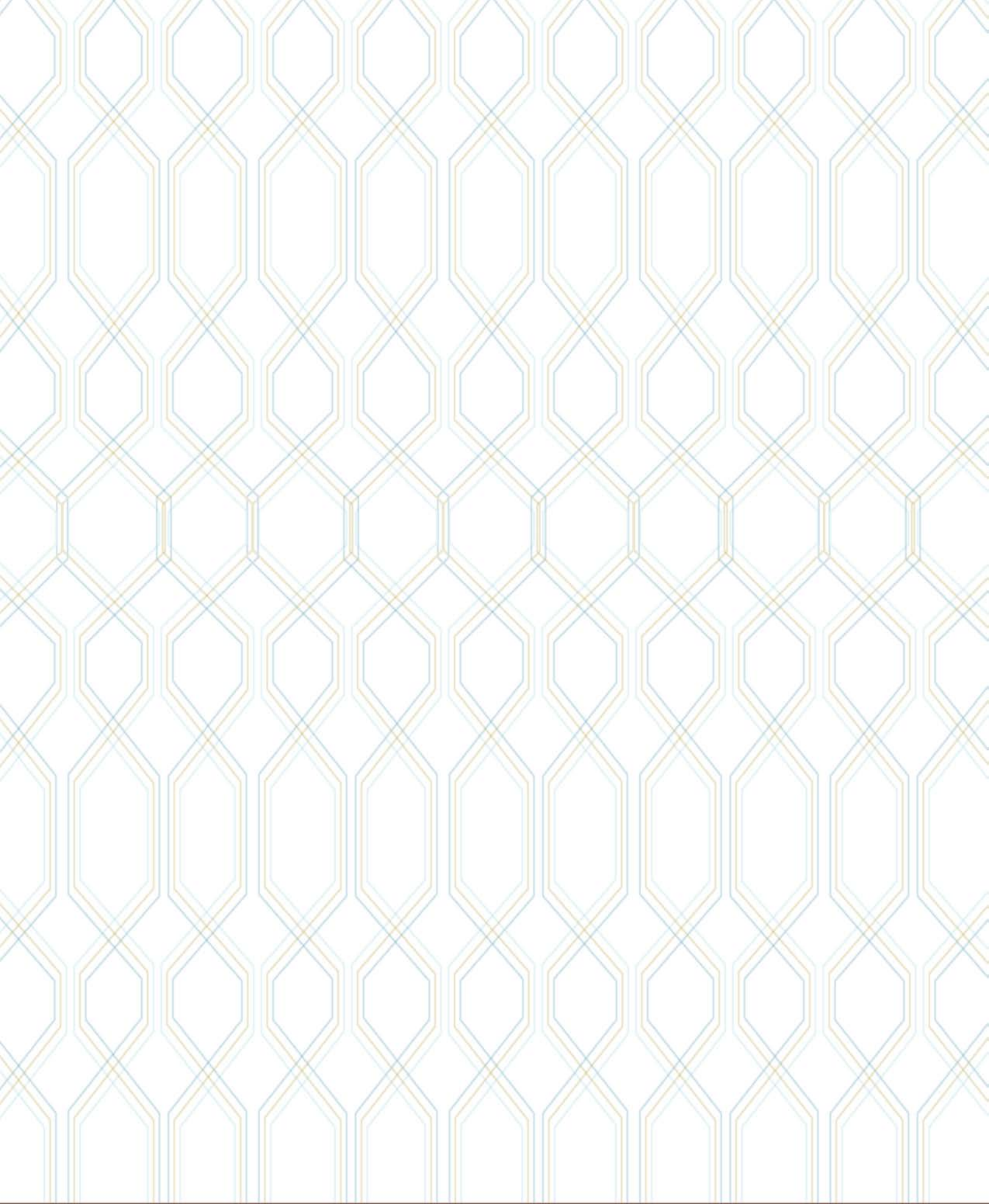
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 209,974	\$ 219,809	\$ 211,711	\$ 213,274	\$ 213,274
Supplies	560	700	700	800	800
Other Services & Chgs	13,235	18,556	13,372	15,581	15,581
Intergovernmental Svcs	156,574	78,000	78,000	78,000	78,000
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 380,343</b>	<b>\$ 317,065</b>	<b>\$ 303,783</b>	<b>\$ 307,655</b>	<b>\$ 307,655</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 380,343</b>	<b>\$ 317,065</b>	<b>\$ 303,783</b>	<b>\$ 307,655</b>	<b>\$ 307,655</b>

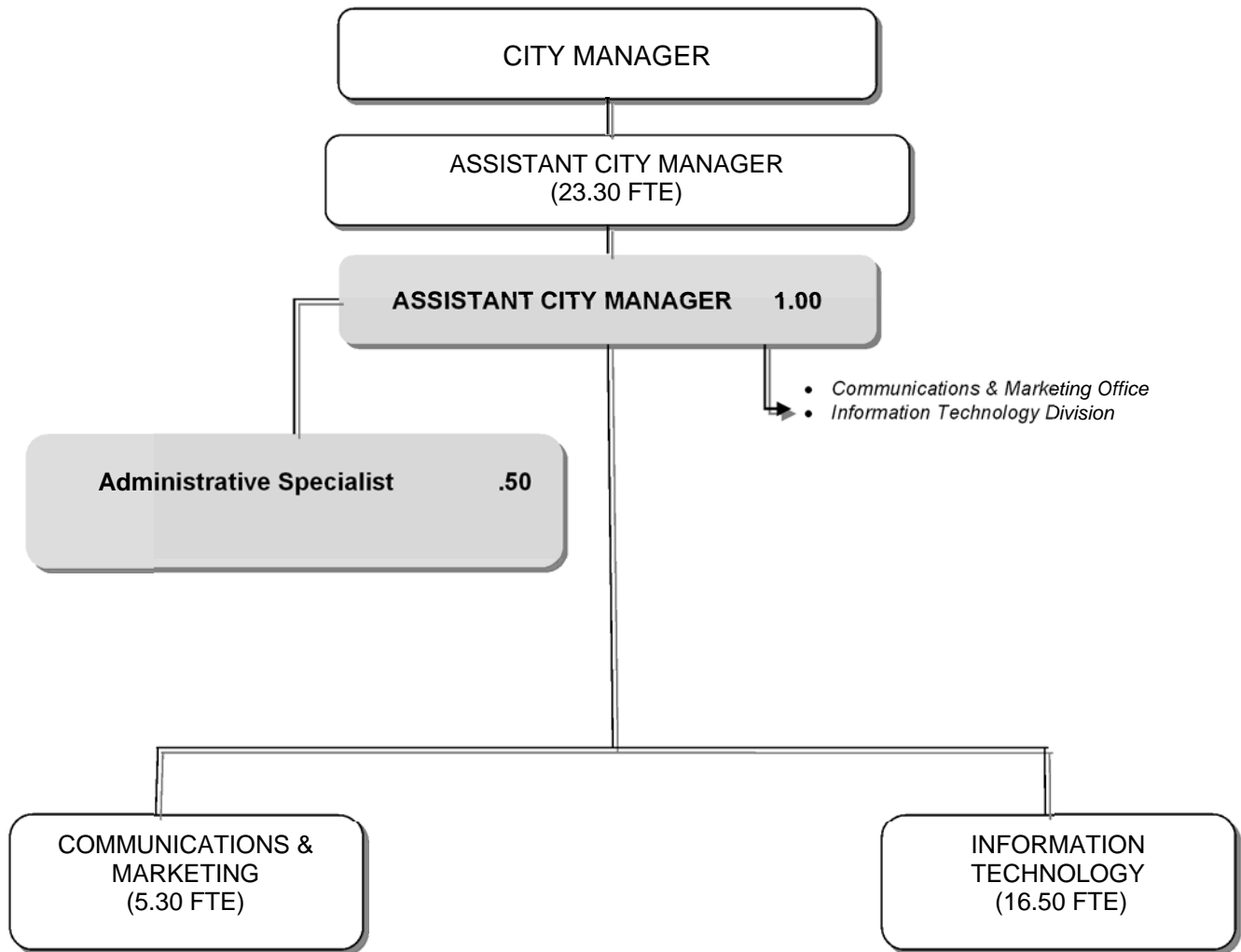
**2015 Budget**





**City Administration  
ASSISTANT CITY MANAGER**

2015 FUNCTIONAL CHART





**City Administration  
Assistant City Manager**

**Mission Statement:** The Assistant City Manager's office provides support to the City Manager and Council and carries-out administrative matters and action requests while providing administrative oversight to its operating divisions.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

**City Administration  
Assistant City Manager**

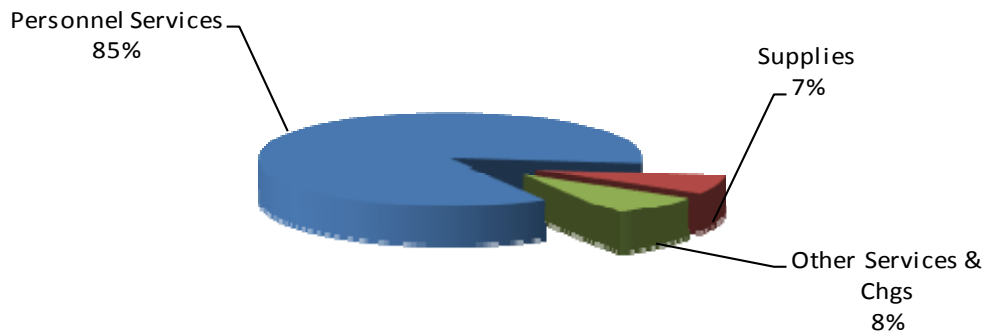
**Personnel Summary**

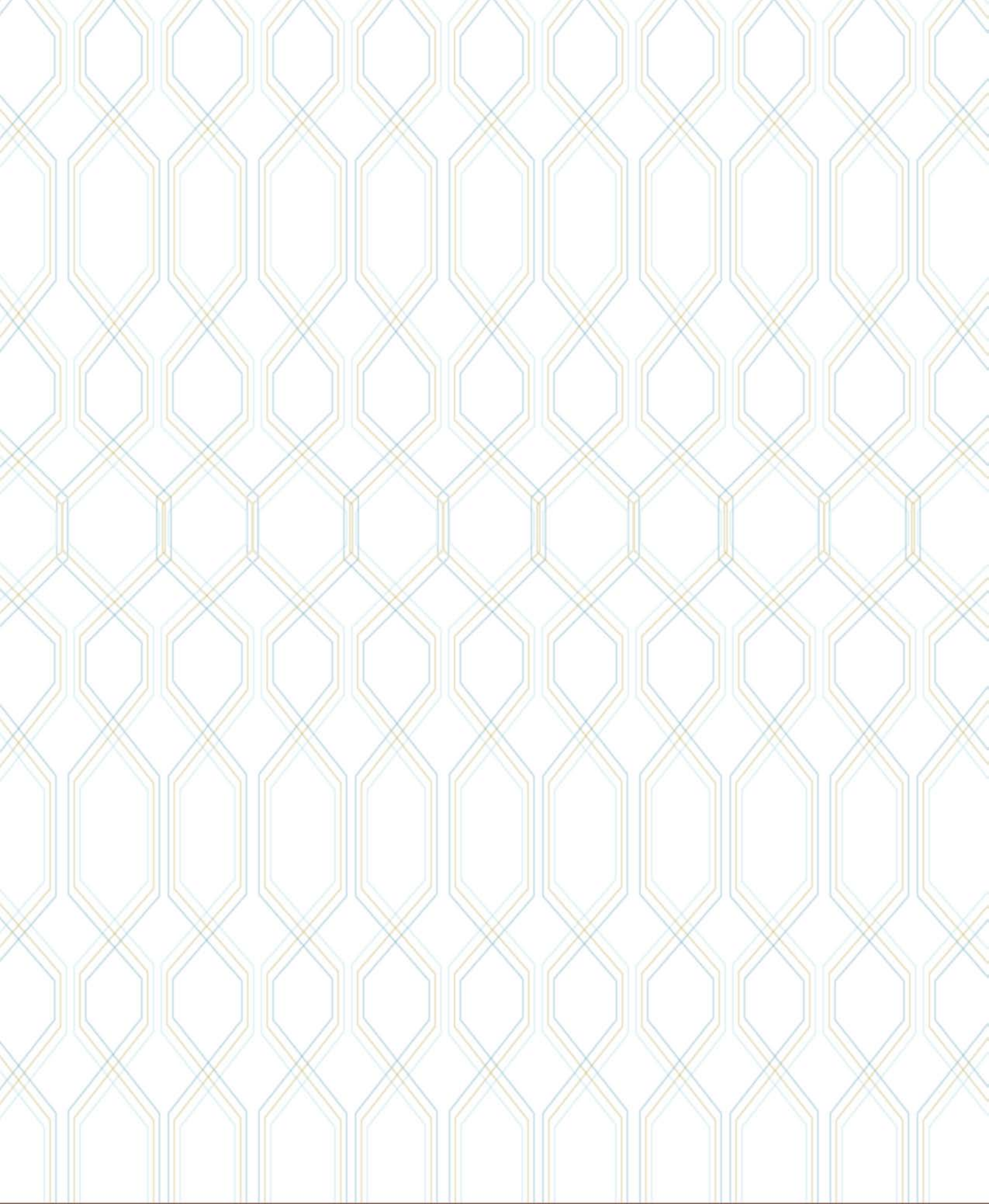
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	0.50	0.50	0.50	0.50	0.50
Administrative Specialist	0.50	0.00	0.00	0.00	0.00
<b>Total Full-Time Positions:</b>	<b>2.00</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 179,760	\$ 217,835	\$ 223,415	\$ 234,178	\$ 234,178
Supplies	18,856	18,500	28,500	18,500	18,500
Other Services & Chgs	16,829	26,026	22,133	22,282	22,282
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 215,445</b>	<b>\$ 262,361</b>	<b>\$ 274,048</b>	<b>\$ 274,960</b>	<b>\$ 274,960</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 215,445</b>	<b>\$ 262,361</b>	<b>\$ 274,048</b>	<b>\$ 274,960</b>	<b>\$ 274,960</b>

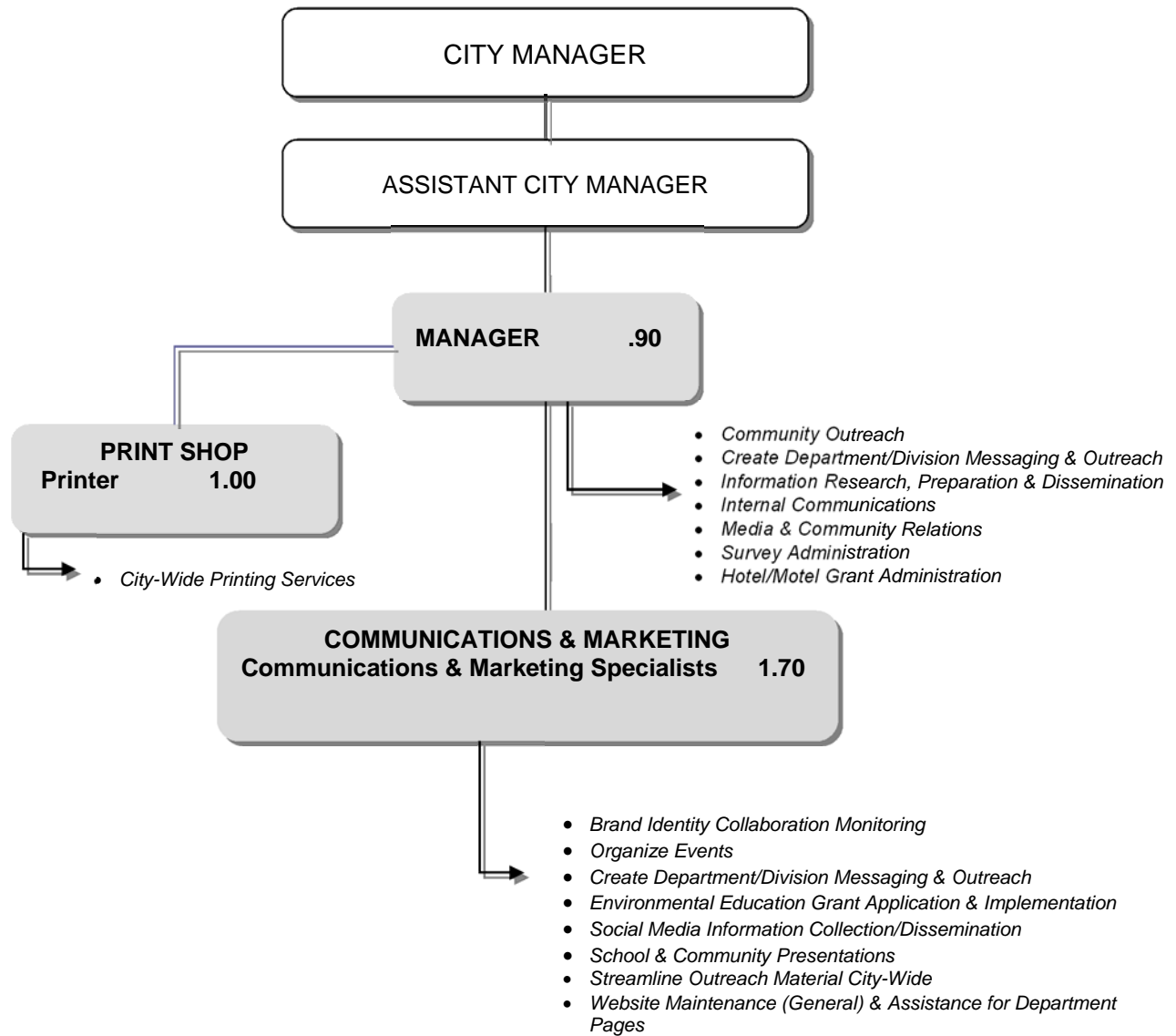
**2015 Budget**





**City Administration  
Assistant City Manager  
COMMUNICATIONS & MARKETING DIVISION**

2015 FUNCTIONAL CHART



**City Administration  
Assistant City Manager  
Communications & Marketing Division**

**Mission Statement:** The Communications & Marketing Office supports the City of Richland’s mission by providing citizen access to information. The office facilitates two-way communication about city goals, services, projects and events, via a variety of communication channels, with citizens, city council, employees and media, as well as with residents and visitors of our larger community. These efforts increase understanding of and participation in city programs, processes and activities.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Percentage of citizens considering themselves informed about City programs and services	93%	96%	96%	96%
Number of social media (Facebook, Twitter) followers	4,300	6,169	6,464	7,000
Print requests received*	636	626	549	550
Print copies processed annually*	1,355,032	1,351,301	1,109,225	1,100,000

*\* Decrease is due to departments having their own multifunctional device printers that are able to handle larger print requests. The Print Shop is taking on additional responsibilities for production packages and is assisting the Communications and Marketing Office on miscellaneous projects.*

**City Administration  
Assistant City Manager  
Communications & Marketing Division**

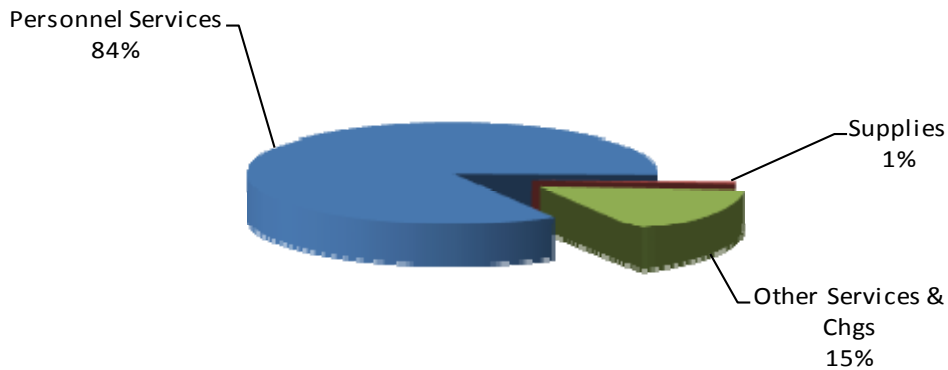
**Personnel Summary**

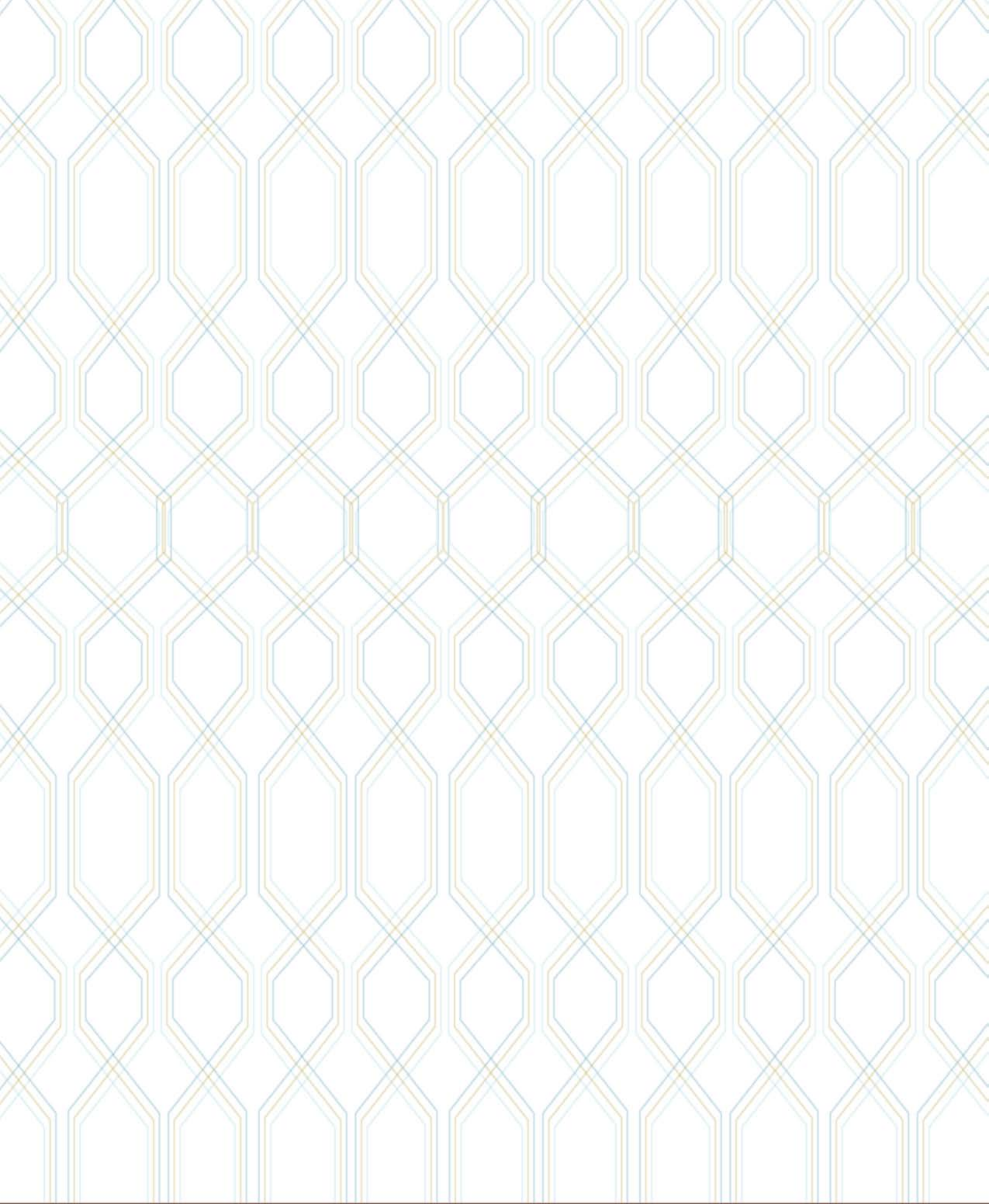
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Communications & Marketing Manager	0.90	0.90	0.90	0.90	0.90
Environmental Education Coordinator	0.75	0.00	0.00	0.00	0.00
Communications & Marketing Specialist	0.00	1.75	1.75	1.70	1.70
Printer	0.00	0.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>1.65</b>	<b>2.65</b>	<b>3.65</b>	<b>3.60</b>	<b>3.60</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 266,250	\$ 368,731	\$ 358,014	\$ 360,262	\$ 355,708
Supplies	2,618	3,385	3,150	3,250	3,250
Other Services & Chgs	9,858	68,681	65,181	66,156	66,156
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	4,092	-	-	-
<b>Total Current Expense</b>	<b>\$ 278,726</b>	<b>\$ 444,889</b>	<b>\$ 426,345</b>	<b>\$ 429,668</b>	<b>\$ 425,114</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 278,726</b>	<b>\$ 444,889</b>	<b>\$ 426,345</b>	<b>\$ 429,668</b>	<b>\$ 425,114</b>

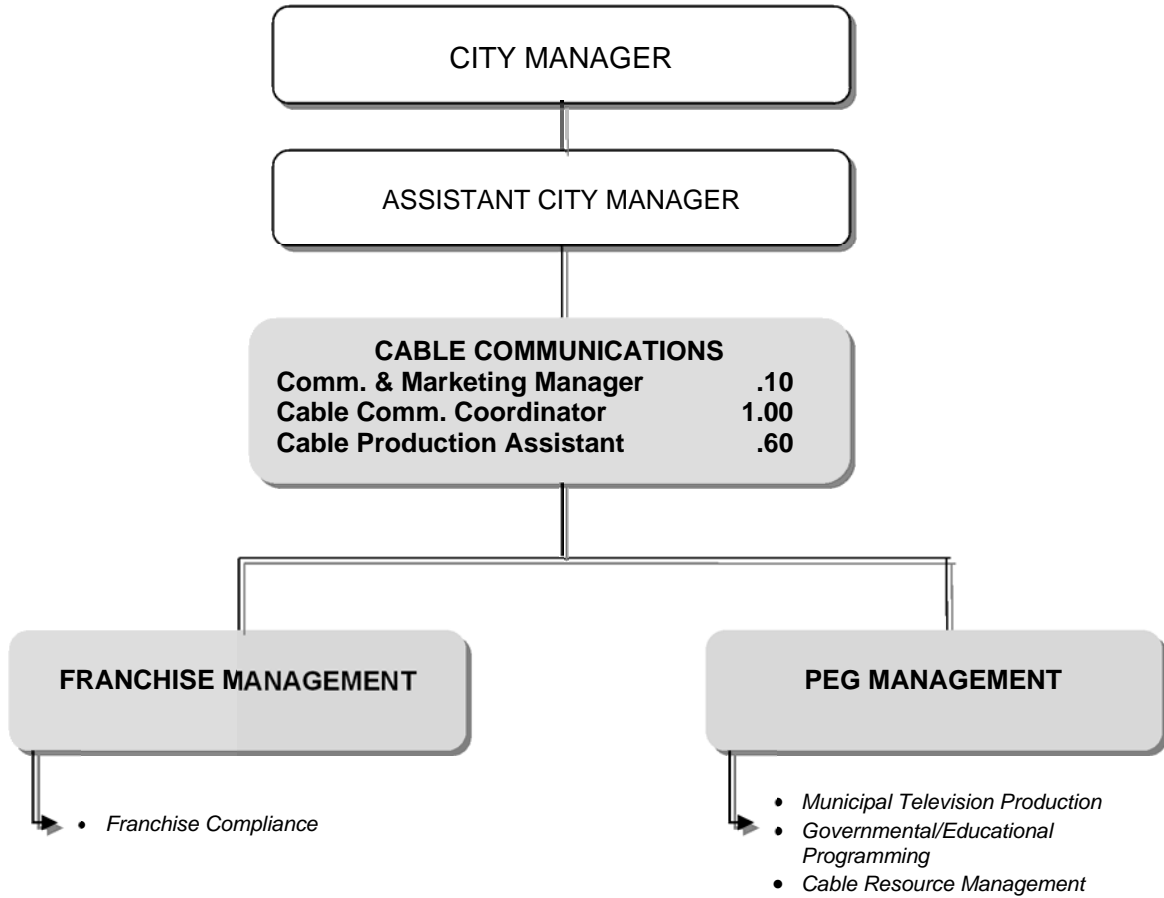
**2015 Budget**





**City Administration  
Assistant City Manager  
CABLE COMMUNICATIONS DIVISION**

2015 FUNCTIONAL CHART





**City Administration  
Assistant City Manager  
Cable Communication Division**

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Projected</b>
Total hours of public meetings televised on CityView, cable channel 13	110	106	108	115
Total number of original programs/PSAs televised on CityView, cable channel 13	100	85	79	85
Views of archived CityView programs	12,000	14,911	15,668	17,000
Number of CityView YouTube views	142,903	197,246	241,767	300,000

**City Administration  
Assistant City Manager  
Cable Communication Division**

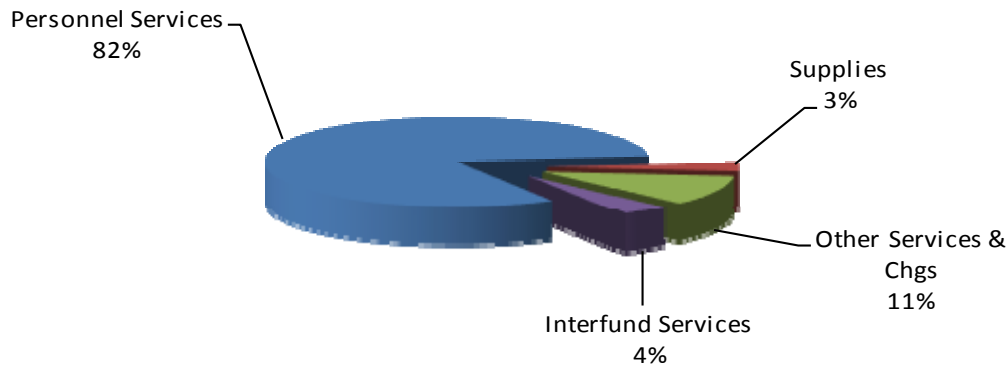
**Personnel Summary**

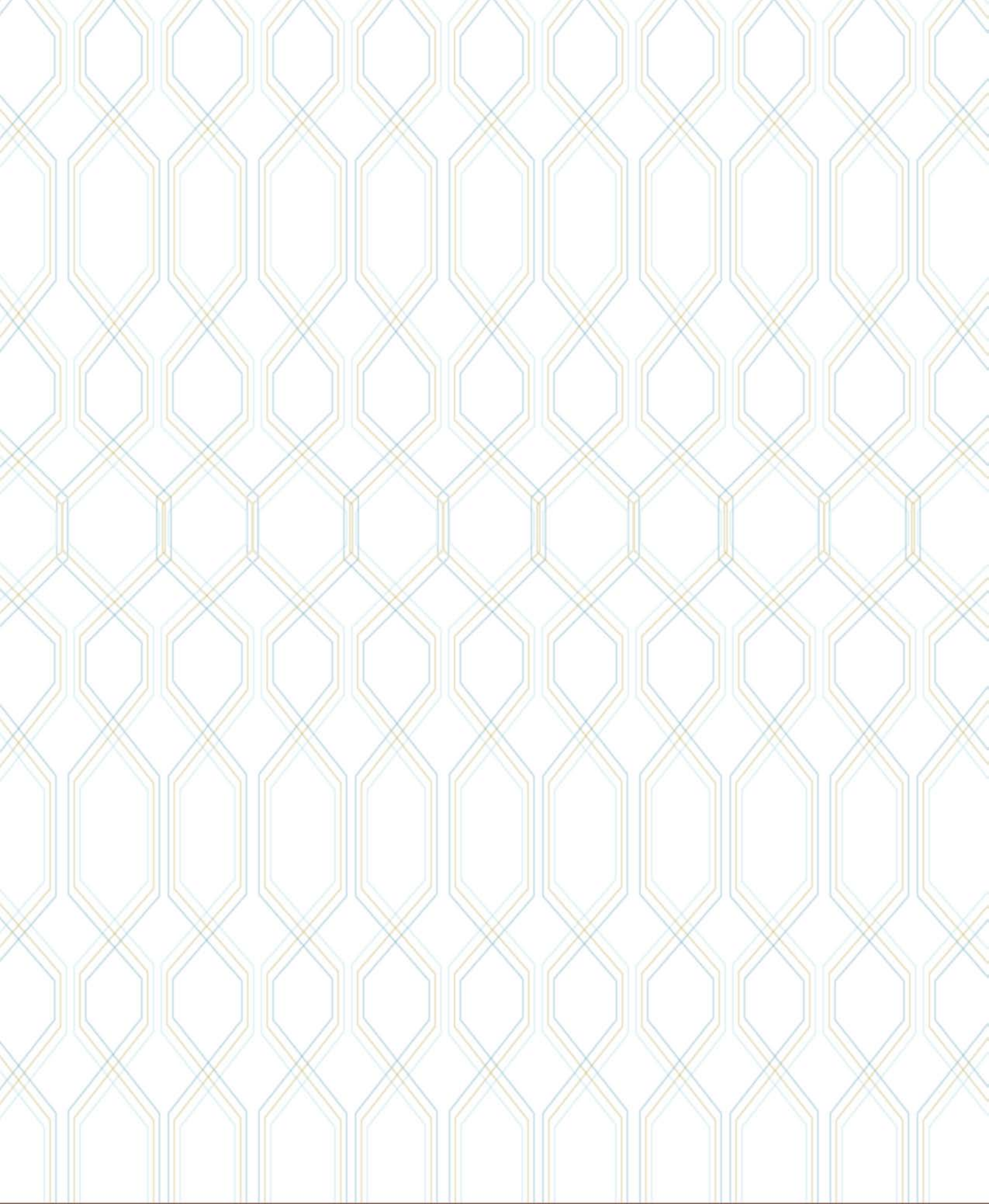
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Communications & Marketing Manager	0.10	0.10	0.10	0.10	0.10
Cable Communications Coordinator	1.00	1.00	1.00	1.00	1.00
Cable Communications Assistant	0.60	0.60	0.60	0.60	0.60
<b>Total Full-Time Positions:</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 162,535	\$ 174,619	\$ 167,432	\$ 169,465	\$ 169,465
Supplies	4,348	4,950	4,950	6,550	6,550
Other Services & Chgs	45,281	16,847	42,512	22,728	22,728
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	8,893	8,610	8,610	8,688	8,688
<b>Total Current Expense</b>	<b>\$ 221,057</b>	<b>\$ 205,026</b>	<b>\$ 223,504</b>	<b>\$ 207,431</b>	<b>\$ 207,431</b>
Transfers	-	-	-	-	-
Capital Outlay	93,328	-	16,000	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 314,385</b>	<b>\$ 205,026</b>	<b>\$ 239,504</b>	<b>\$ 207,431</b>	<b>\$ 207,431</b>

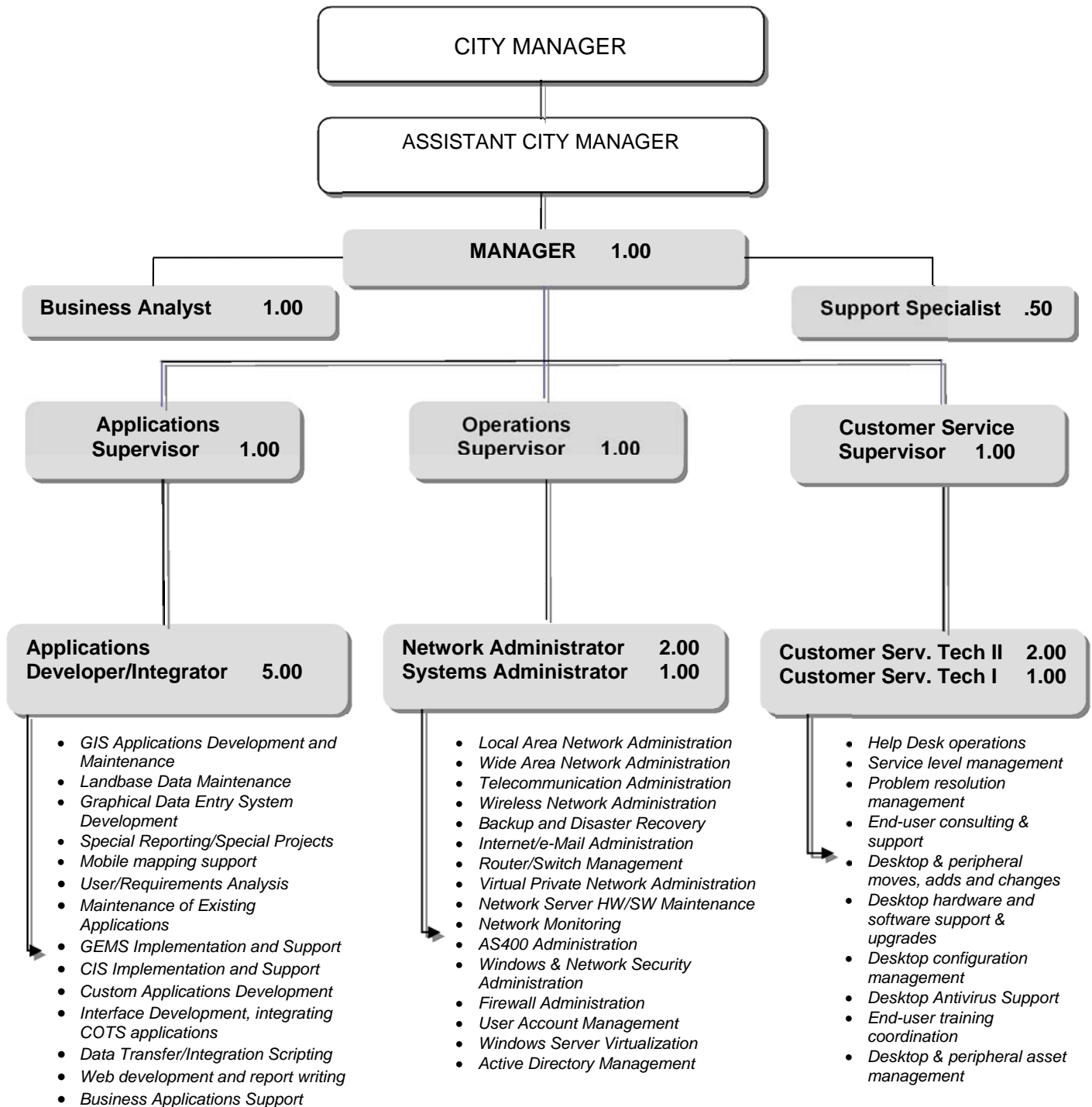
**2015 Budget**





**City Administration  
Assistant City Manager  
INFORMATION TECHNOLOGY DIVISION**

2015 FUNCTIONAL CHART



**City Administration  
Assistant City Manager  
Information Technology Division**

**Mission Statement:** To be a leader in the local government community and exceed the service expectations of our customers (citizens, businesses and visitors) through the innovative use of technology.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Ratio of total workstations to total employees	95%	96%	98%	98%
Internal customer satisfaction with general IT services	85%	90%	95%	95%
Total number of workstations (includes desktop systems only)	494	494	493	493
Help desk trouble calls resolved per published service levels	3,550	2,900	2,600	2,600

**City Administration  
Assistant City Manager  
Information Technology Division**

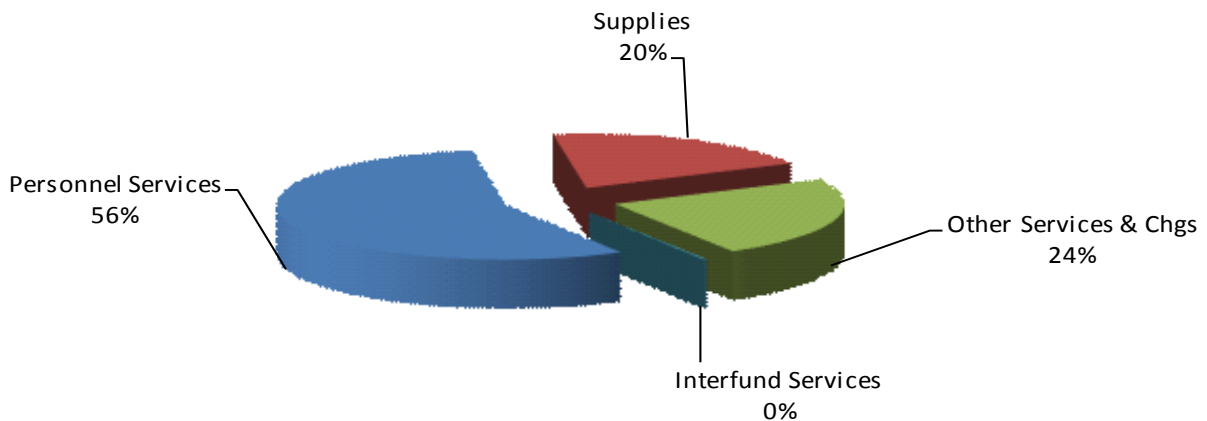
**Personnel Summary**

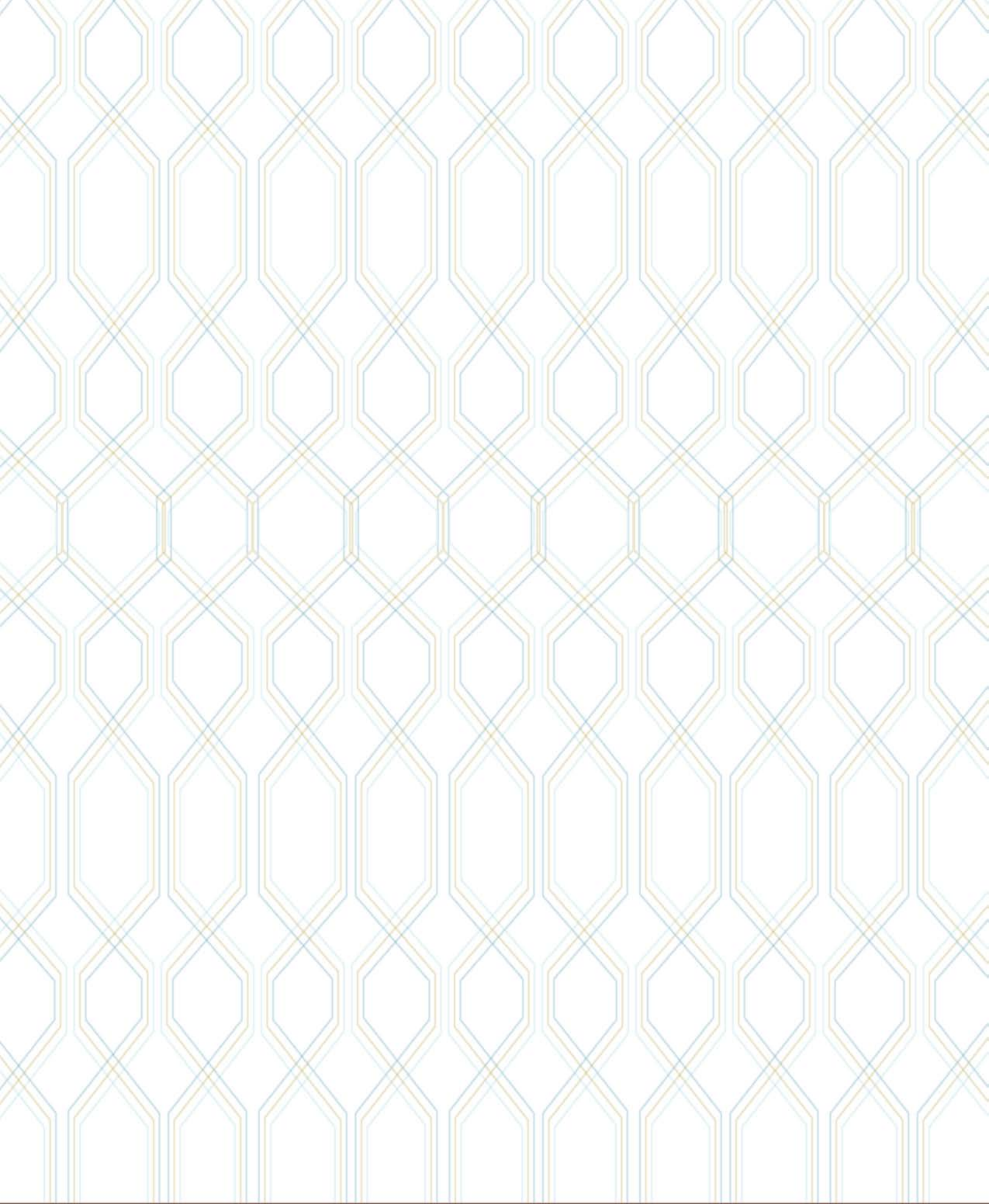
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Information Technology Manager	1.00	1.00	1.00	1.00	1.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
IT Operations Supervisor	1.00	1.00	1.00	1.00	1.00
IT Applications Supervisor	1.00	1.00	1.00	1.00	1.00
IT Customer Service Supervisor	1.00	1.00	1.00	1.00	1.00
IT Network Administrator	2.00	2.00	2.00	2.00	2.00
IT Systems Administrator	1.00	1.00	1.00	1.00	1.00
IT Applications Developer/Int	4.00	4.00	5.00	5.00	5.00
IT Customer Service Tech II	2.00	2.00	2.00	2.00	2.00
IT Customer Service Tech I	1.00	1.00	1.00	1.00	1.00
IT Business Analysts	2.00	2.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>16.50</b>	<b>16.50</b>	<b>16.50</b>	<b>16.50</b>	<b>16.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,948,983	\$ 2,190,220	\$ 1,990,344	\$ 2,075,894	\$ 2,075,894
Supplies	459,470	648,053	698,222	697,298	736,698
Other Services & Chgs	562,913	442,147	593,170	287,202	887,392
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	2,513	7,681	7,030	7,133	7,133
<b>Total Current Expense</b>	<b>\$ 2,973,879</b>	<b>\$ 3,288,101</b>	<b>\$ 3,288,766</b>	<b>\$ 3,067,527</b>	<b>\$ 3,707,117</b>
Transfers	-	-	-	-	-
Capital Outlay	456,717	243,938	287,824	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,430,596</b>	<b>\$ 3,532,039</b>	<b>\$ 3,576,590</b>	<b>\$ 3,067,527</b>	<b>\$ 3,707,117</b>

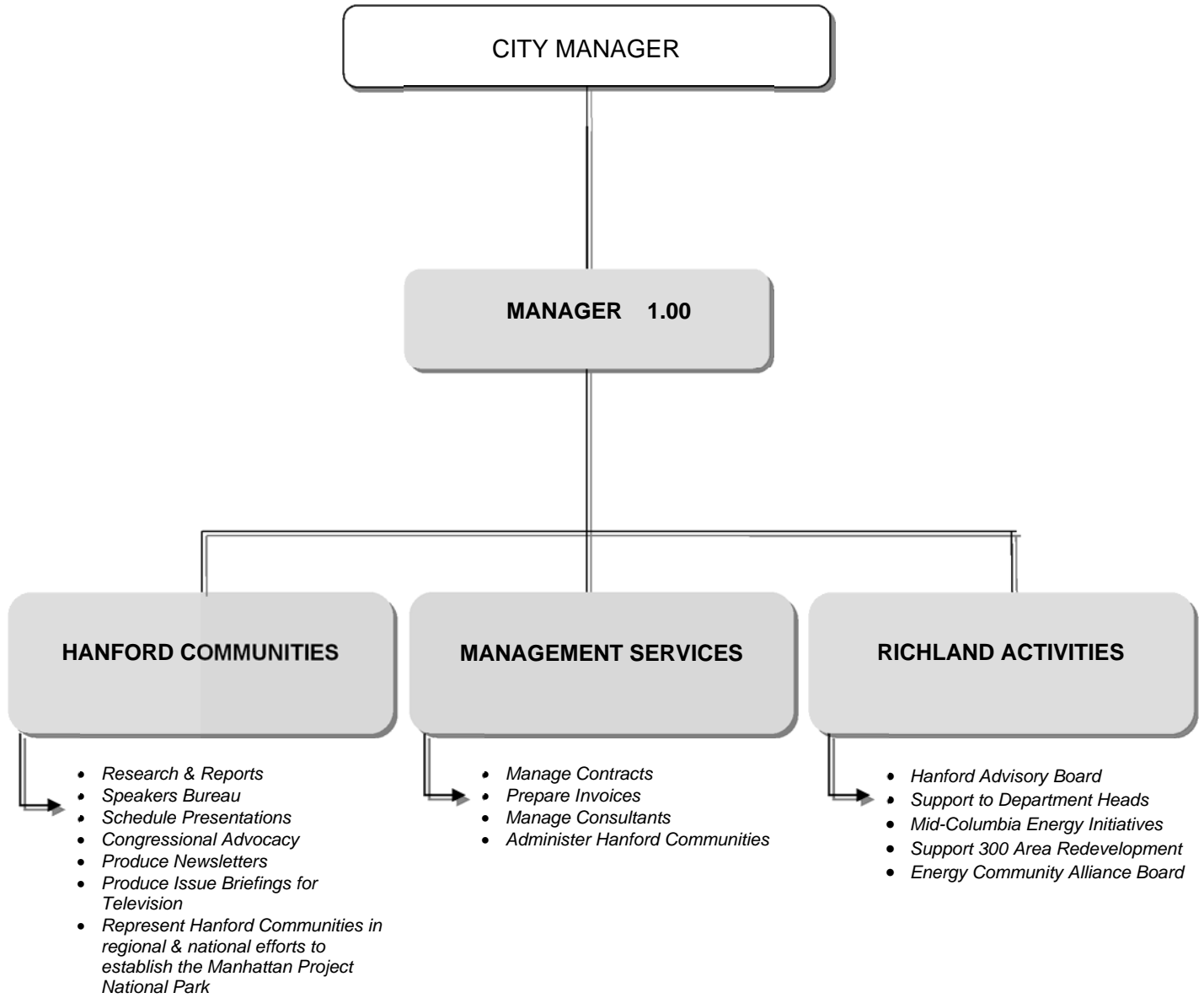
**2015 Budget**





**City Administration  
City Manager  
HANFORD COMMUNITIES DIVISION**

2015 FUNCTIONAL CHART





**City Administration  
City Manager  
Hanford Communities Division**

**Mission Statement:** The Hanford Communities Division represents the City in dealing with the Department of Energy, Congress, regulators and others regarding issues associated with the environmental cleanup of the Hanford Site. The division works as a liaison to provide City officials timely information regarding cleanup and other challenges facing the site. The Hanford Communities Manager represents the City on various boards and committees and provides staffing assistance on program and budget issues in Olympia and Washington D.C.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Newsletter production	3	3	3	3
Video production	3	3	2	3
Address elected officials of each Hanford Community	6	6	6	6
Hanford Community Board Meetings	8	8	8	8

**City Administration  
City Manager  
Hanford Communities Division**

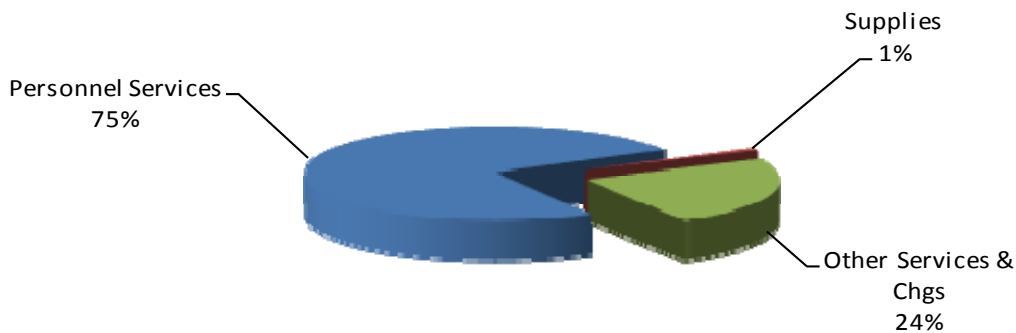
**Personnel Summary**

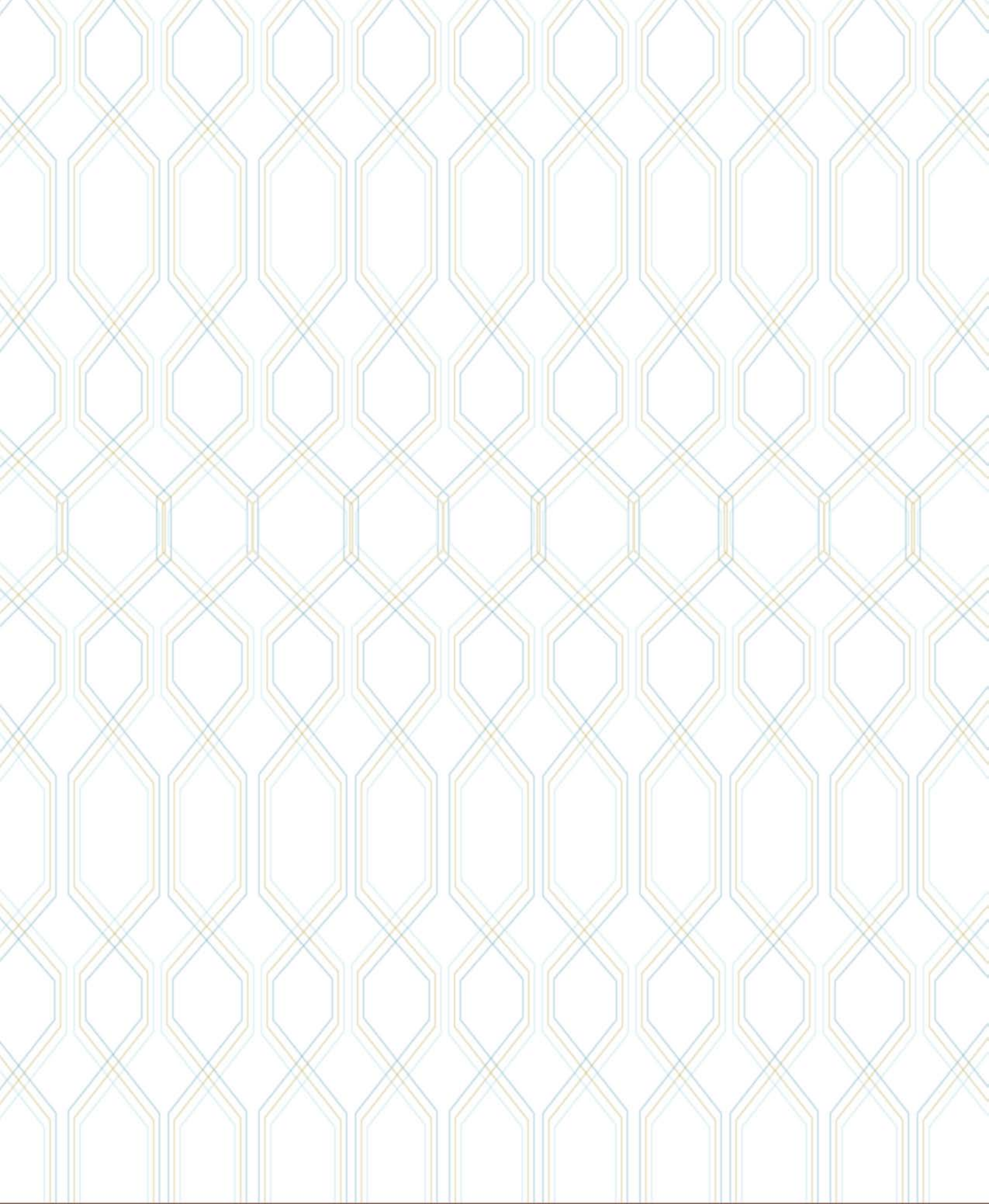
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Hanford Project Manager	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 156,290	\$ 165,046	\$ 159,121	\$ 161,663	\$ 161,663
Supplies	1,005	1,950	1,950	1,950	1,950
Other Services & Chgs	38,319	50,750	50,750	50,750	50,750
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 195,614</b>	<b>\$ 217,746</b>	<b>\$ 211,821</b>	<b>\$ 214,363</b>	<b>\$ 214,363</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 195,614</b>	<b>\$ 217,746</b>	<b>\$ 211,821</b>	<b>\$ 214,363</b>	<b>\$ 214,363</b>

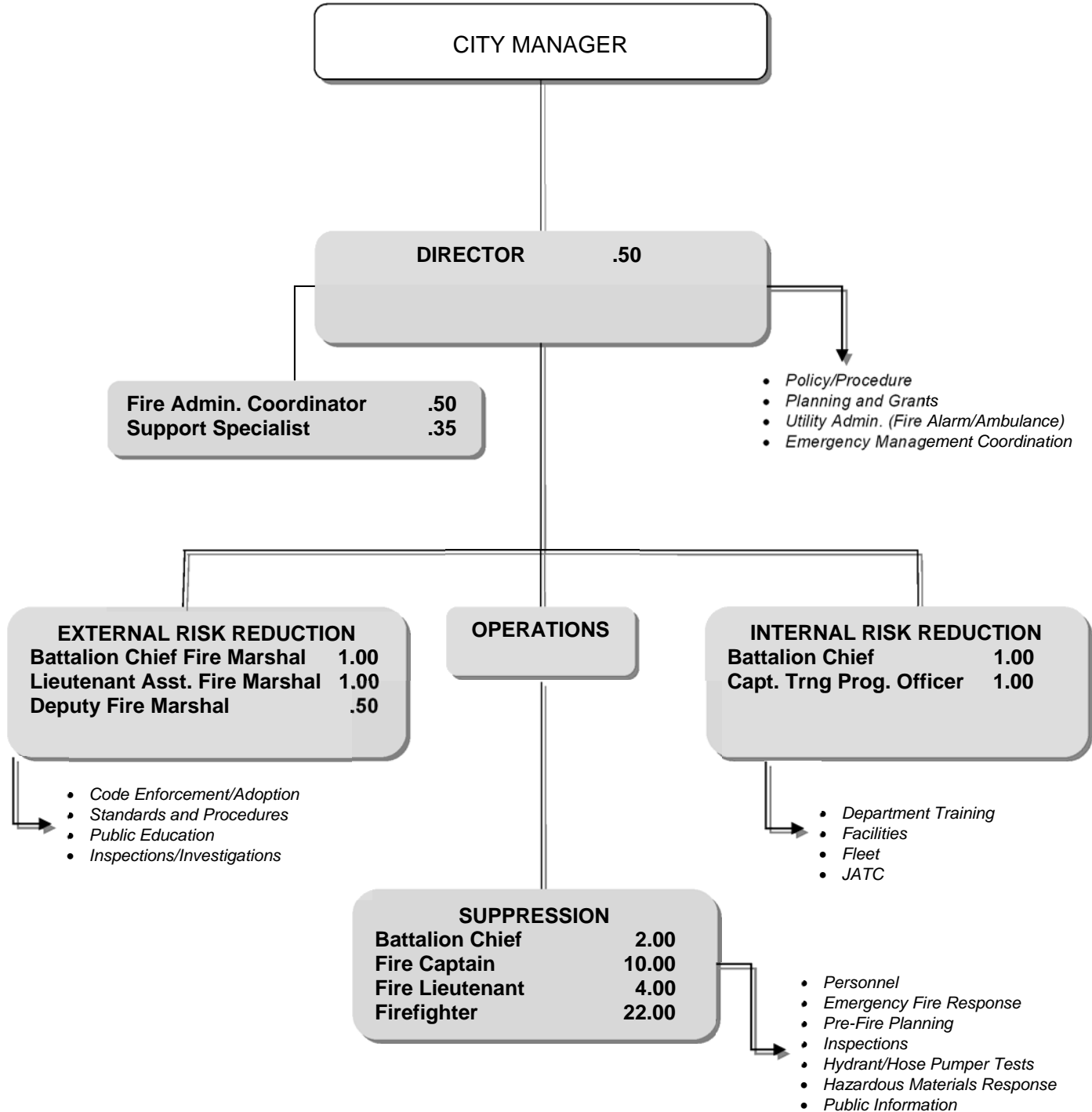
**2015 Budget**





**City Administration  
FIRE SERVICES**

2015 FUNCTIONAL CHART



**City Administration  
Fire Services**

**Mission Statement: To Protect and Enhance the Quality of Life** – Operate as a multi-role safety organization by providing immediate and effective response to fire and medical emergencies; preventing the loss of life and property through extensive community risk reduction efforts, coordinating City disaster planning, interlocal agreements and incident investigation, in a coordinated delivery system with other emergency response agencies.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Percentage of residential fires confined to room or structure of origin	100%	81%	95%	95%
Square miles served per fire suppression station	15.40	14.08	14.18	10.63
Per capita expenditures	\$135.06	\$132.04	\$133.92	\$135.34
Fire incidents in the City	1,454	1,490	1,515	1,545
Percentage of Fire department's emergency incidents meeting turnout time standards	40.0%	44.8%	45.0%	48.0%
Percentage of Fire department's emergency incidents meeting response time standards for first arriving unit	75%	56%	65%	70%
Percentage of Fire department's emergency incidents meeting response time standards for first alarm completely filled	10.3%	10.8%	11.0%	11.2%

### City Administration Fire Services

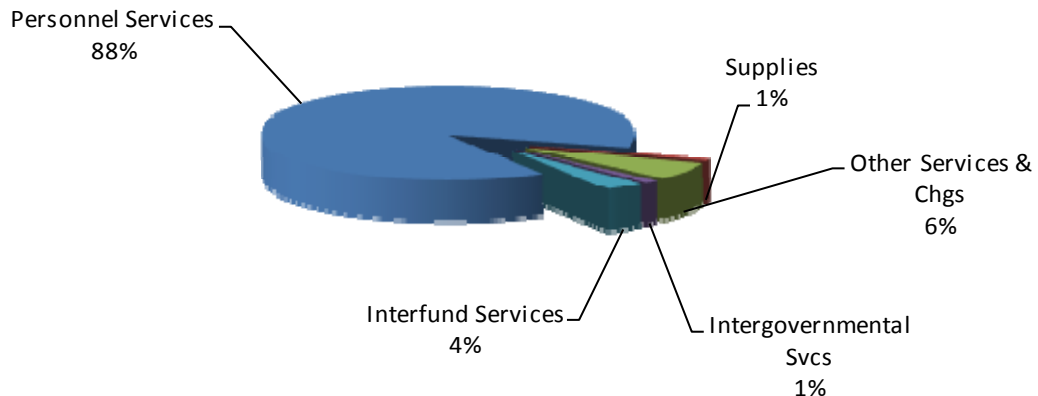
#### Personnel Summary

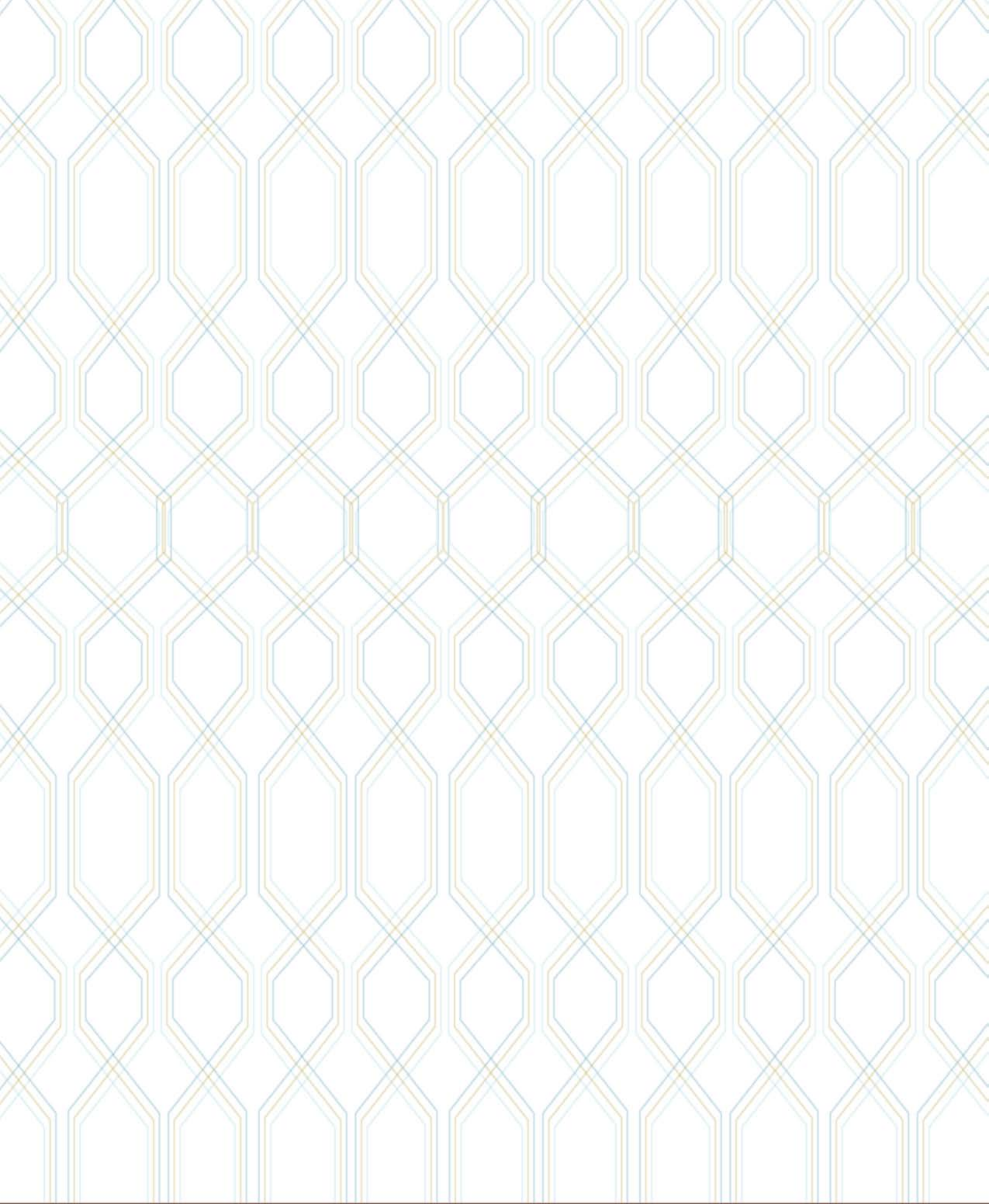
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Fire & Emergency Services Director	0.50	0.50	0.50	0.50	0.50
Captain Training Program Manager	1.00	1.00	1.00	1.00	1.00
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00
Fire Battalion Chief - Fire Marshal	1.00	1.00	1.00	1.00	1.00
Fire Battalion Chief - Training	0.00	0.00	0.00	0.00	0.00
Fire Captain	8.00	8.00	7.00	10.00	10.00
Lieutenant Assistant Fire Marshal	1.00	1.00	1.00	1.00	1.00
Fire Lieutenant	3.00	3.00	4.00	4.00	4.00
Firefighter	23.00	23.00	23.00	22.00	22.00
Fire Admin. Coordinator	0.50	0.50	0.50	0.50	0.50
Support Specialist	0.38	0.38	0.38	0.35	0.35
Deputy Fire Marshal	0.50	0.50	0.50	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>41.88</b>	<b>41.88</b>	<b>41.88</b>	<b>43.85</b>	<b>43.85</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 5,698,689	\$ 6,141,225	\$ 5,991,396	\$ 6,200,457	\$ 6,200,457
Supplies	57,881	62,935	64,480	66,415	66,365
Other Services & Chgs	448,099	468,184	478,748	499,675	449,675
Intergovernmental Svcs	90,030	78,067	78,067	81,512	81,512
Interfund Services	286,180	244,071	237,506	251,819	251,819
<b>Total Current Expense</b>	<b>\$ 6,580,879</b>	<b>\$ 6,994,482</b>	<b>\$ 6,850,197</b>	<b>\$ 7,099,878</b>	<b>\$ 7,049,828</b>
Transfers	-	-	-	-	-
Capital Outlay	6,444	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 6,587,323</b>	<b>\$ 6,994,482</b>	<b>\$ 6,850,197</b>	<b>\$ 7,099,878</b>	<b>\$ 7,049,828</b>

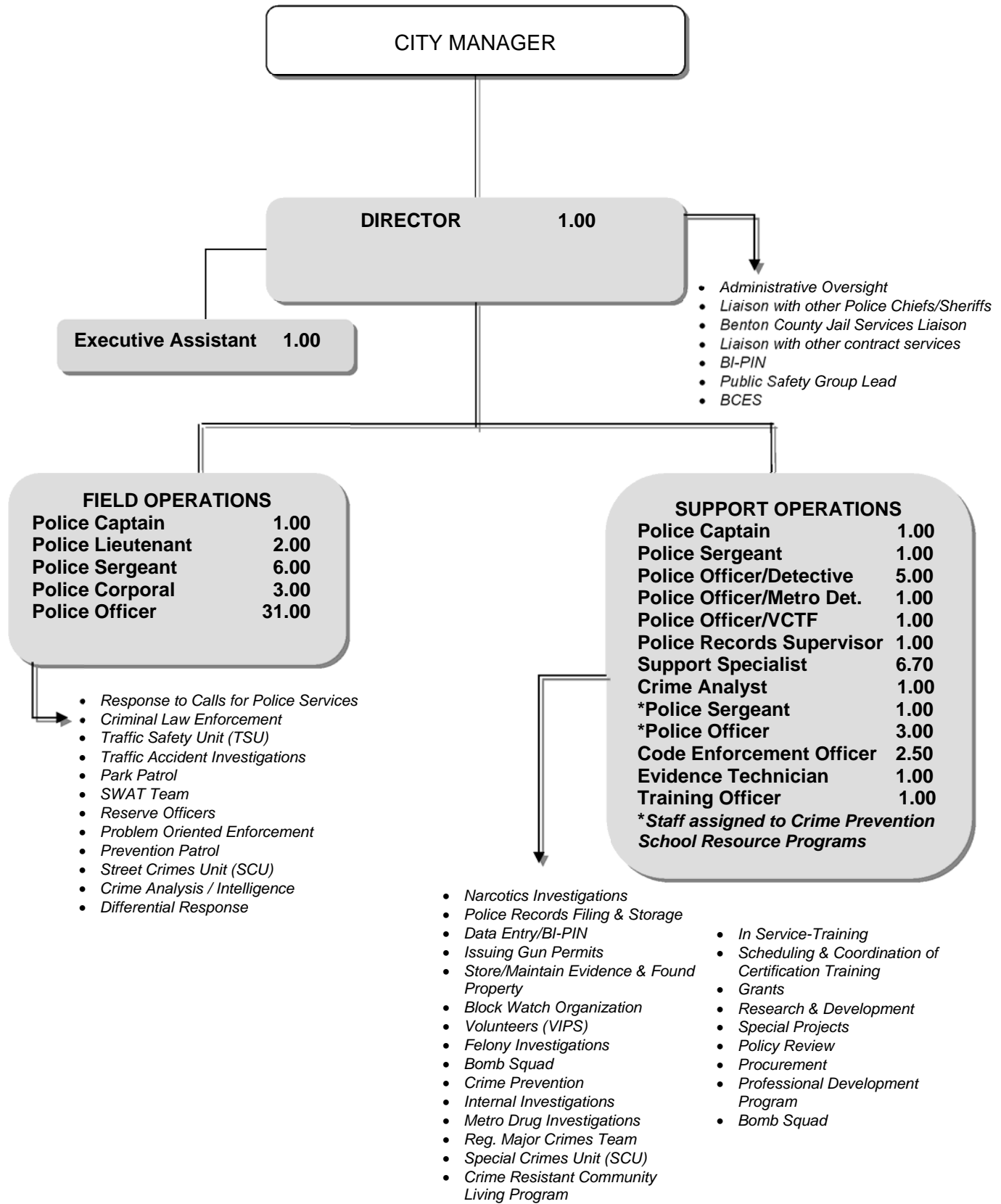
### 2015 Budget





**City Administration  
POLICE SERVICES**

**2015 FUNCTIONAL CHART**





**City Administration  
Police Services**

**Mission Statement:** With our values of Integrity, Teamwork and Excellence as our guide, we are committed to:

**Integrity:** We are honest; we will serve with honor; we will hold ourselves to a high level of moral and ethical behavior; we will strive to be role models for our community; we acknowledge our mistakes and learn from adversity; and, we will be reliable and just organization.

**Teamwork:** We work as a team respecting each other as teammates; we hold each other accountable fostering a positive work environment; we collaborate with other city departments to fulfill the mission; we understand our role in the 7 Keys of the City’s Strategic Plan; and, we partner with our community to solve problems.

**Excellence:** We give our best effort to each other and the community we serve; we accept future challenges by learning and developing new skills; we recruit, hire and train the best people; we promote personal and professional growth; we take pride in our appearance and reputation; and, we are creative and innovative in solving problems and preparing for the future.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Requests for patrol services	25,964	25,278	25,000	25,000
Number of violent and property crimes committed per 1,000 population	26.9	26.9	26.9	26.9
Sworn police officers per capita	1.1	1.1	1.1	1.1
Number of crashes (total collisions, collisions involving bikes, collisions involving pedestrians and total fatalities)	642	712	650	650
Number of nuisance violations cases	810	823	1,400	1,400
Code compliance – number of abatements	6	1	1	1

**City Administration  
Police Services**

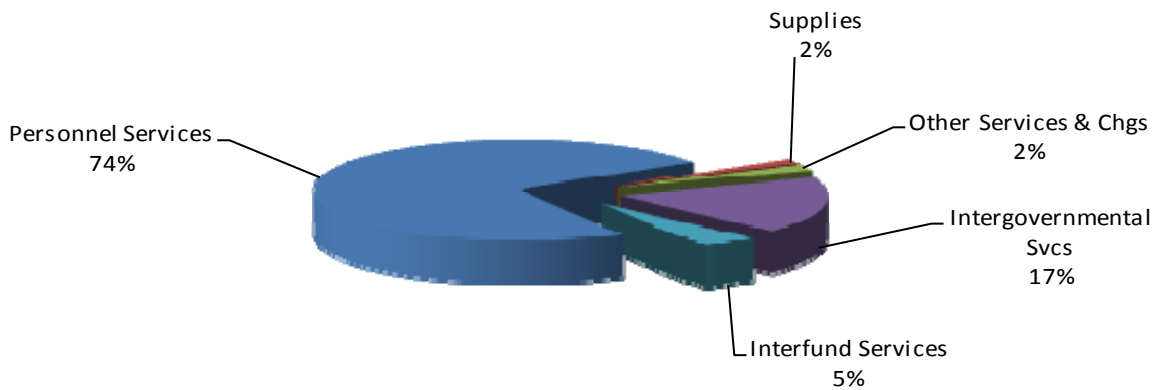
**Personnel Summary**

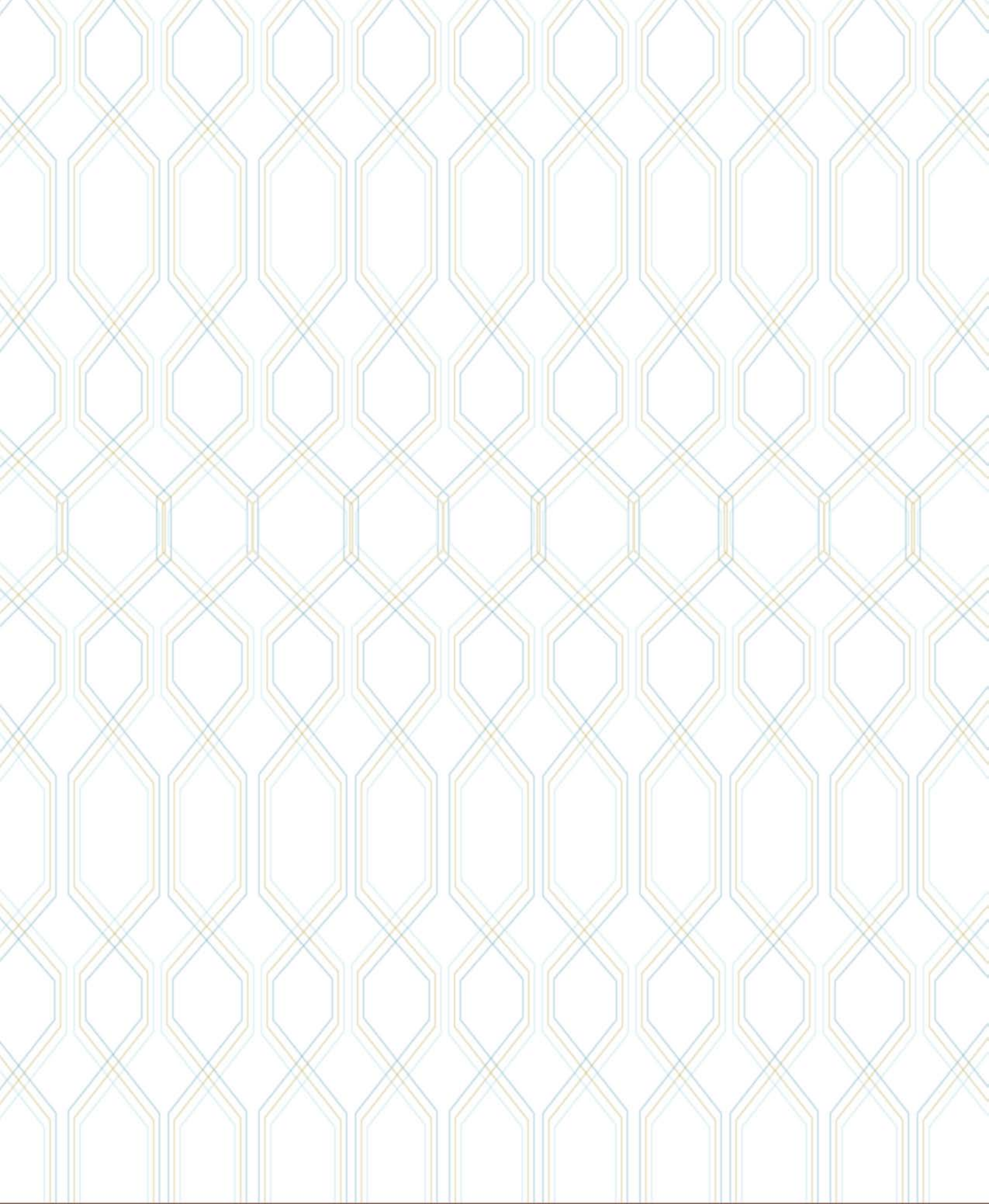
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Police Services Director	1.00	1.00	1.00	1.00	1.00
Police Captain	3.00	3.00	3.00	2.00	2.00
Police Lieutenant	0.00	0.00	0.00	2.00	2.00
Police Sergeant	7.00	8.00	8.00	7.00	7.00
Police Corporal	5.00	5.00	5.00	4.00	4.00
Police Officer/Detective	6.00	5.00	5.00	5.00	5.00
Police Officer/Metro Det.	0.00	0.00	0.00	1.00	1.00
Police Officer/VCTF	0.00	0.00	0.00	1.00	1.00
Police Officer	36.00	36.00	36.00	34.00	34.00
Training Officer	0.00	0.00	0.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Support Specialist/Crime Analyst/Evid Tech	9.40	9.40	9.40	8.70	8.70
Code Enforcement	2.00	2.50	2.50	2.50	2.50
<b>Total Full-Time Positions:</b>	<b>71.40</b>	<b>71.90</b>	<b>71.90</b>	<b>71.20</b>	<b>71.20</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 9,141,142	\$ 9,583,516	\$ 9,309,169	\$ 9,385,003	\$ 9,385,003
Supplies	186,339	189,868	197,743	175,620	198,953
Other Services & Chgs	305,711	251,764	254,964	254,126	266,121
Intergovernmental Svcs	2,136,477	2,221,515	2,213,708	2,182,565	2,182,565
Interfund Services	591,485	604,965	584,100	601,550	601,550
<b>Total Current Expense</b>	<b>\$ 12,361,154</b>	<b>\$ 12,851,628</b>	<b>\$ 12,559,684</b>	<b>\$ 12,598,864</b>	<b>\$ 12,634,192</b>
Transfers	-	-	-	-	-
Capital Outlay	37,653	-	45,572	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 12,398,807</b>	<b>\$ 12,851,628</b>	<b>\$ 12,605,256</b>	<b>\$ 12,598,864</b>	<b>\$ 12,634,192</b>

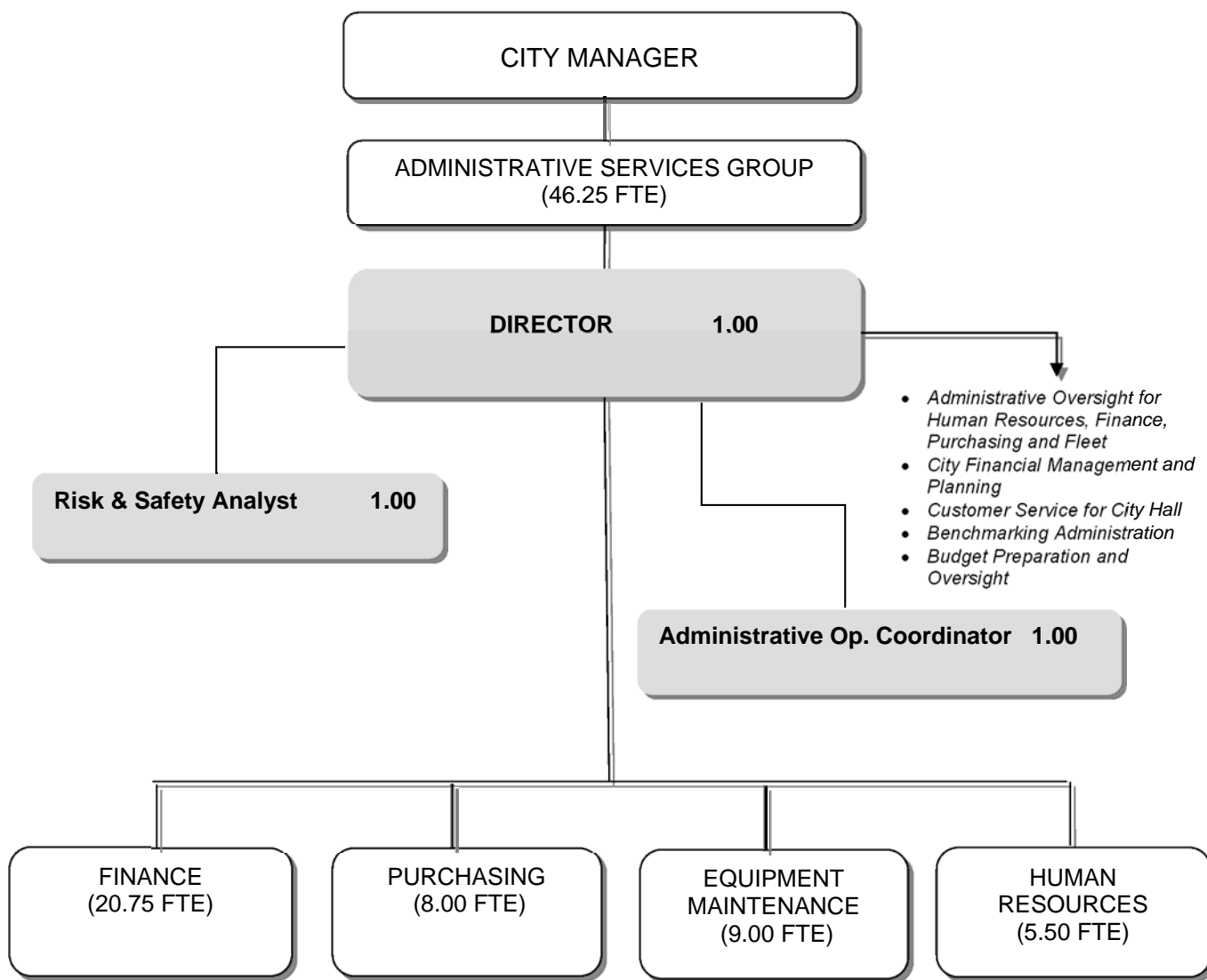
**2015 Budget**





### Administrative Services Department ADMINISTRATION DIVISION

#### 2015 FUNCTIONAL CHART



**Administrative Services Department  
Administration Division**

**Mission Statement:** To provide quality support service in an efficient and cost effective manner, when working with internal and external customers in performing, Finance, Human Resources, Purchasing/Warehouse, and Equipment Maintenance/Replacement.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

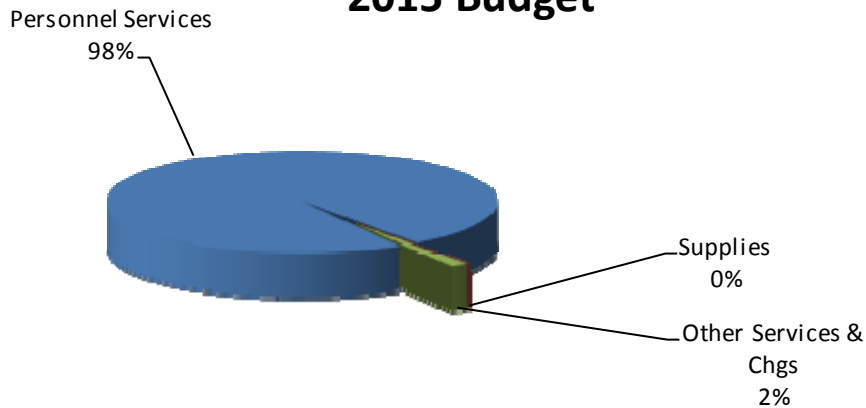
PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Standard & Poor Bond Rating	AA	AA	AA	AA

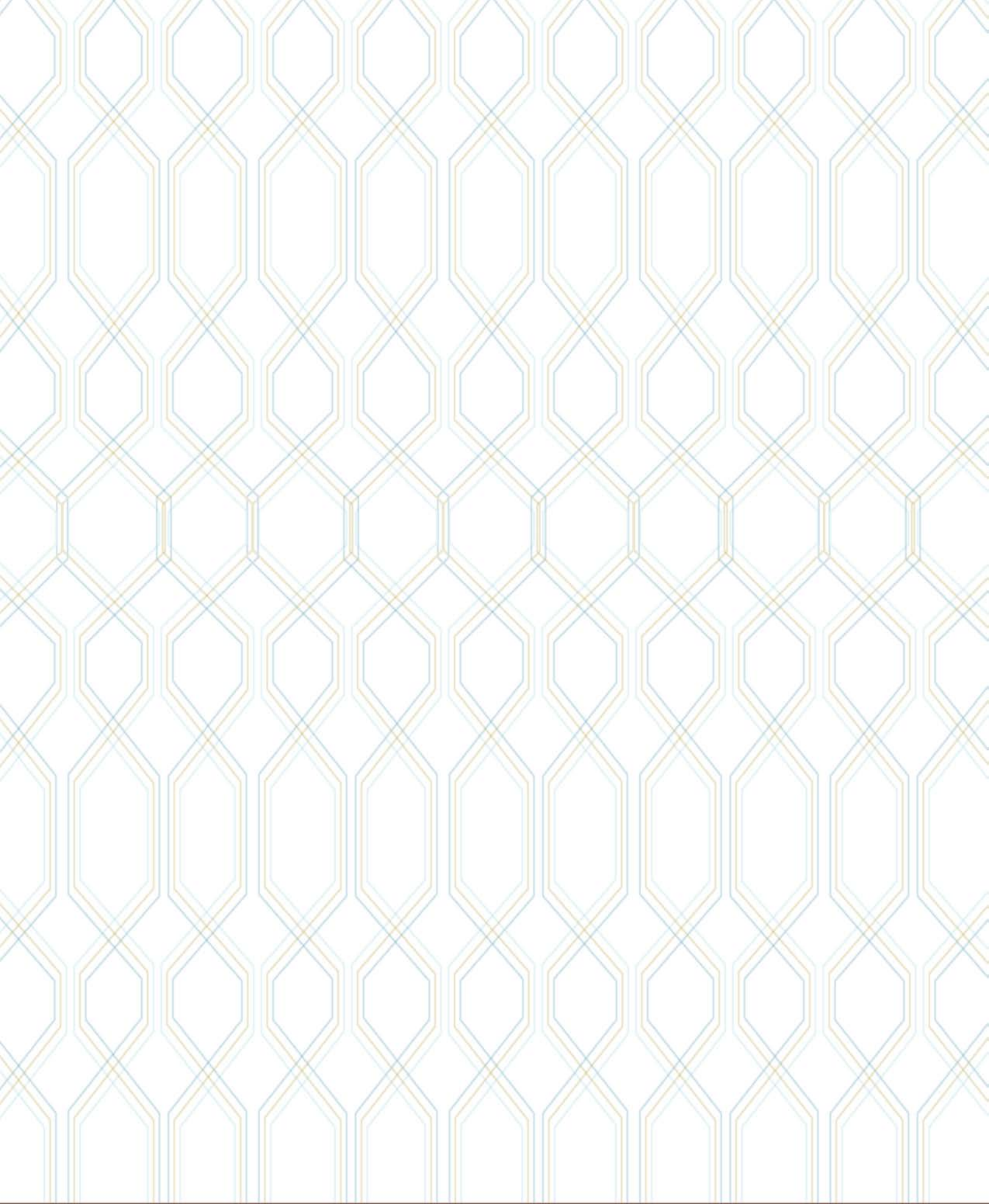
### Administrative Services Department Administration Division

Personnel Summary					
	2012	2013	2014	2015	2015
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Risk & Safety Analyst	0.00	0.00	0.00	1.00	1.00
Administrative Operations Coordinator	1.00	1.00	1.00	1.00	1.00
Printer	1.00	1.00	0.00	0.00	0.00
Mail Clerk	1.00	1.00	0.00	0.00	0.00
<b>Total Full-Time Positions:</b>	<b>4.00</b>	<b>4.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>

Budget Summary					
	2013	2014	2014	2015	2015
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 383,614	\$ 290,553	\$ 256,285	\$ 301,592	\$ 429,702
Supplies	1,931	750	630	750	750
Other Services & Chgs	47,853	3,325	5,600	6,532	6,532
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	4,035	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 437,433</b>	<b>\$ 294,628</b>	<b>\$ 262,515</b>	<b>\$ 308,874</b>	<b>\$ 436,984</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 437,433</b>	<b>\$ 294,628</b>	<b>\$ 262,515</b>	<b>\$ 308,874</b>	<b>\$ 436,984</b>

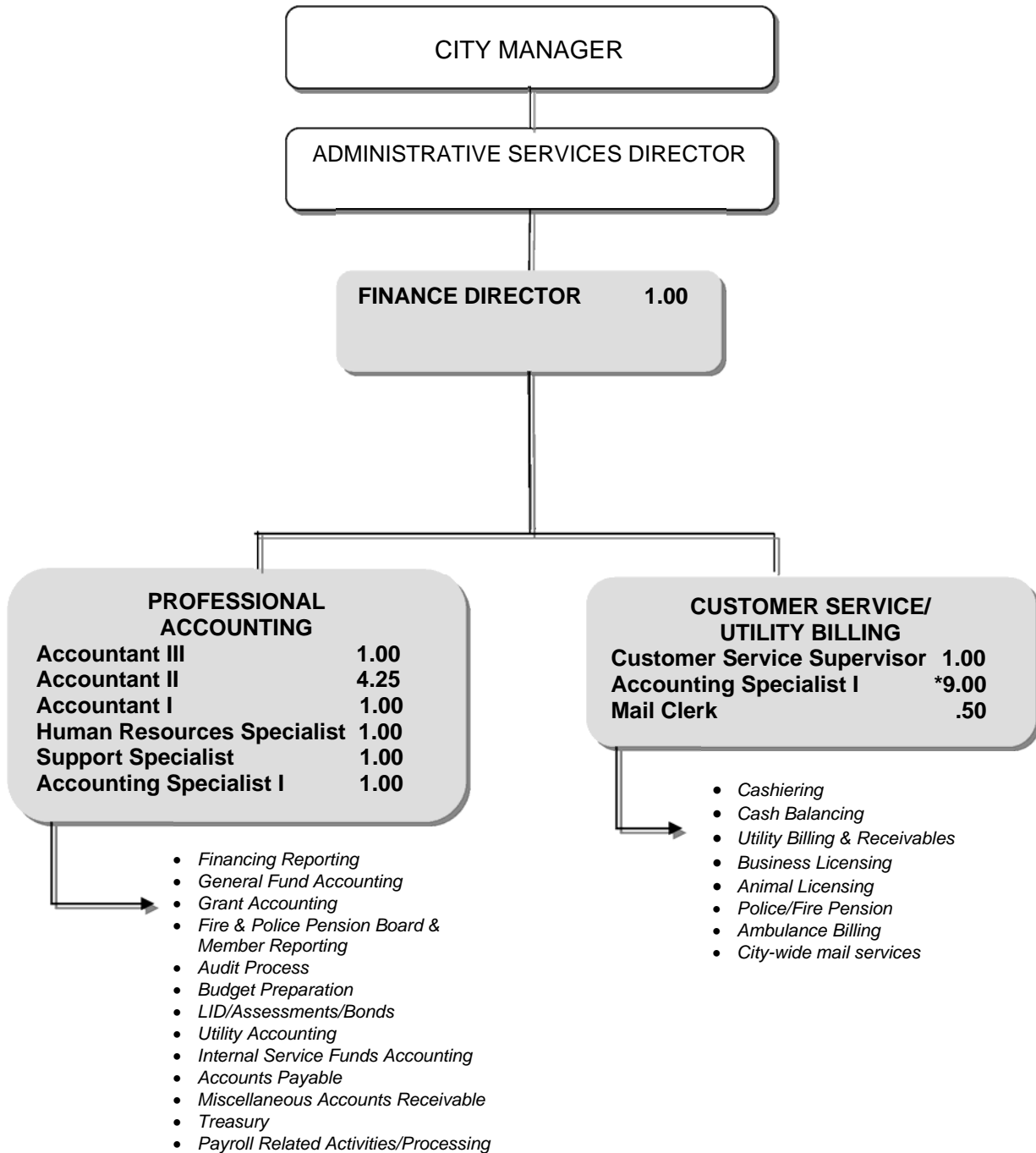
### 2015 Budget





**Administrative Services Department  
FINANCE DIVISION**

2015 FUNCTIONAL CHART



\*Accounting Specialist I for Ambulance Billing (1.0 FTE) is budgeted in the Medical Services Fund



**Administrative Services Department  
Finance Division**

**Mission Statement:** To provide efficient and effective support, guidance and oversight of the City's budget and financial reporting through compliance with government accounting practices. Provide appropriate financial information to the various City departments enabling them to make good management decisions in the provision of services to the citizens of Richland.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Investment pool return rate	1.31%	1.19%	1.07%	0.83%
Total general obligation debt per capita	\$651.84	\$797.30	\$881.46	\$802.85
Number of online payments received	38,137	45,755	52,500	60,000

### Administrative Services Department Finance Division

#### Personnel Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Finance Director	1.00	1.00	1.00	1.00	1.00
Accountant III	2.00	1.00	1.00	1.00	1.00
Accountant II	3.00	4.25	4.25	4.25	4.25
Accountant I	1.00	1.00	1.00	1.00	1.00
Accounting Operations Supervisor	1.00	0.00	0.00	0.00	0.00
Accounting Operations Coordinator	1.00	1.00	0.00	0.00	0.00
Human Resources Specialist**	0.00	0.00	0.00	1.00	1.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Specialist I*	9.00	10.00	11.00	11.00	11.00
Mail Clerk	0.00	0.00	1.00	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>19.00</b>	<b>19.25</b>	<b>20.25</b>	<b>20.75</b>	<b>20.75</b>

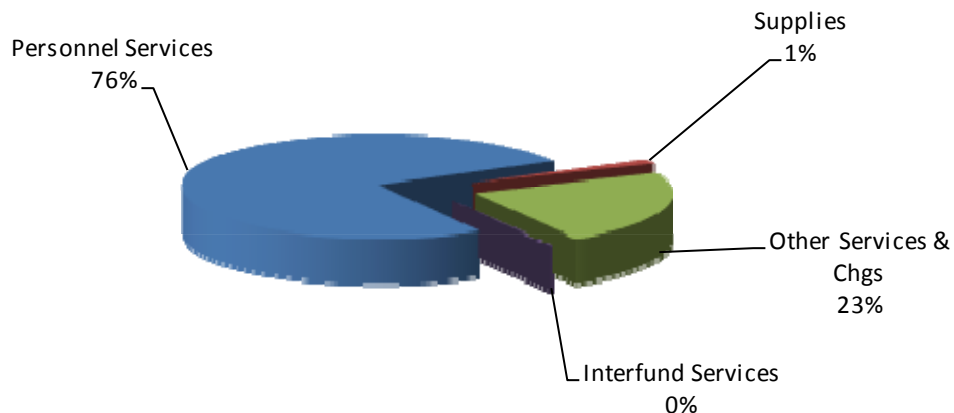
\*Accounting Specialist I (Ambulance Billing position) - transferred from Medical Services Fund

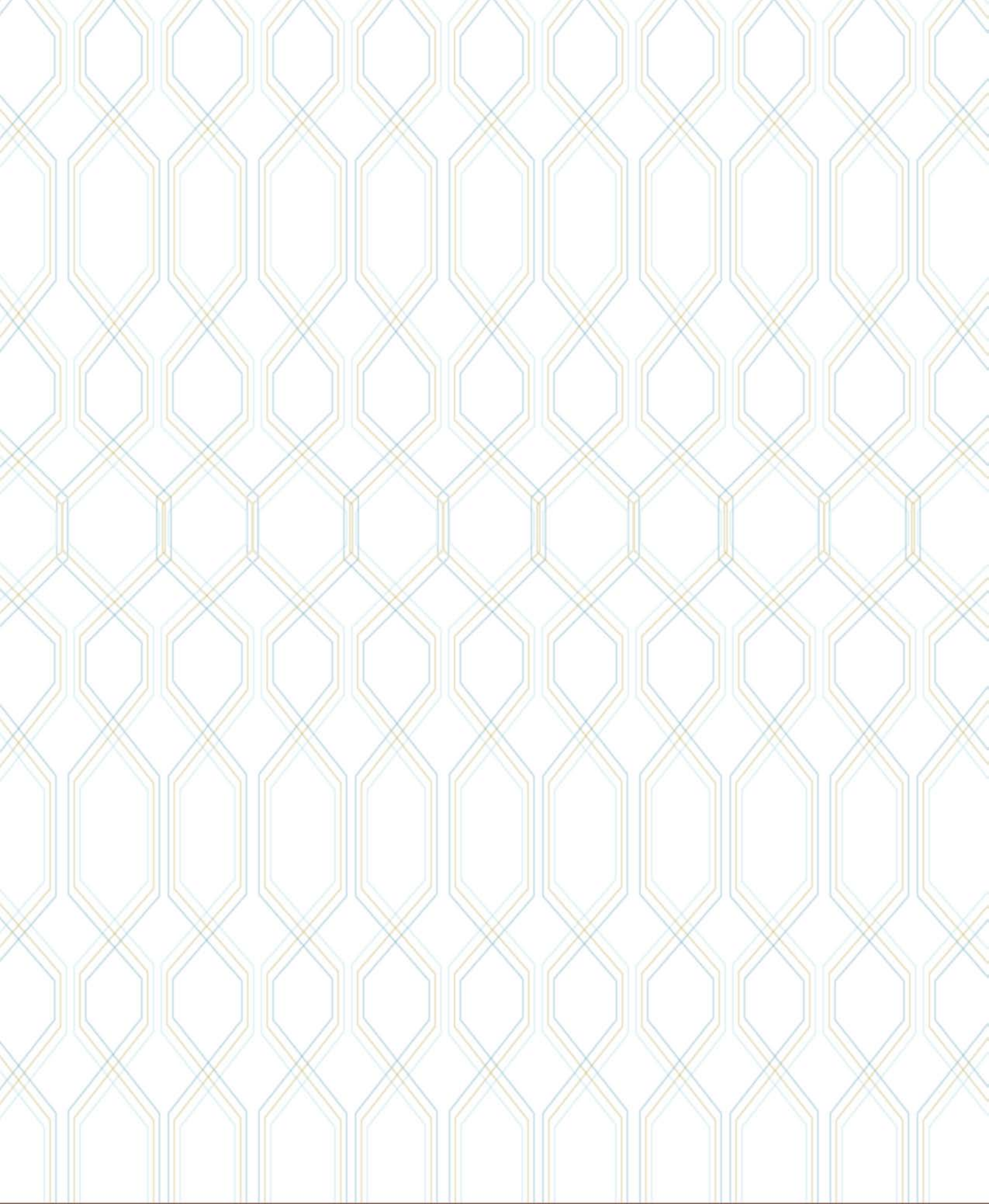
\*\*Human Resources Specialist (payroll services) transferred from Human Resources Division

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$1,499,627	\$1,869,015	\$1,900,040	\$1,947,065	\$1,947,065
Supplies	39,073	42,240	43,440	39,755	39,755
Other Services & Chgs	458,915	470,744	499,819	534,188	584,188
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	500	5,564	5,961	5,961
<b>Total Current Expense</b>	<b>\$1,997,615</b>	<b>\$2,382,499</b>	<b>\$2,448,863</b>	<b>\$2,526,969</b>	<b>\$2,576,969</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$1,997,615</b>	<b>\$2,382,499</b>	<b>\$2,448,863</b>	<b>\$2,526,969</b>	<b>\$2,576,969</b>

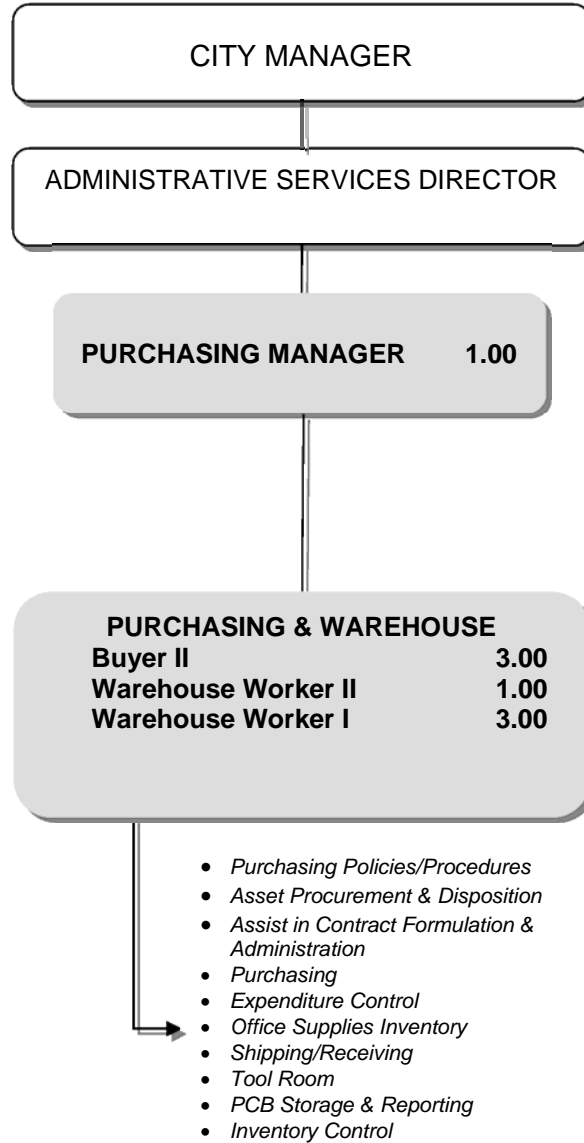
### 2015 Budget





**Administrative Services Department  
PURCHASING DIVISION**

2015 FUNCTIONAL CHART



**Administrative Services Department  
Purchasing Division**

**Mission Statement:** To provide prompt, efficient and cost effective procurement and warehouse services which meet the needs of City departments, and facilitate access to local businesses to the City of Richland through the procurement process.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Projected</b>
Total pickups and deliveries	2,393	2,345	2,379	1,879
Formal sealed bids completed	18	25	33	40
Percentage of purchasing conducted with purchasing cards/credit cards	2.4%	2.5%	2.9%	3.0%

### Administrative Services Department Purchasing Division

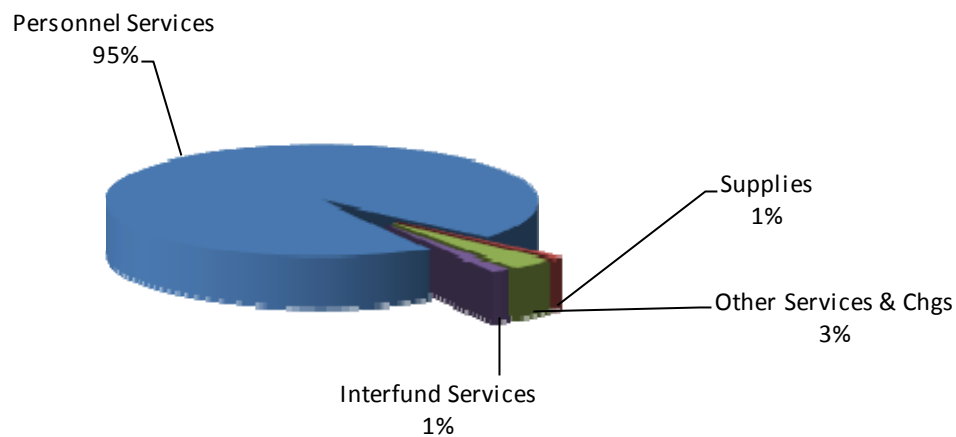
#### Personnel Summary

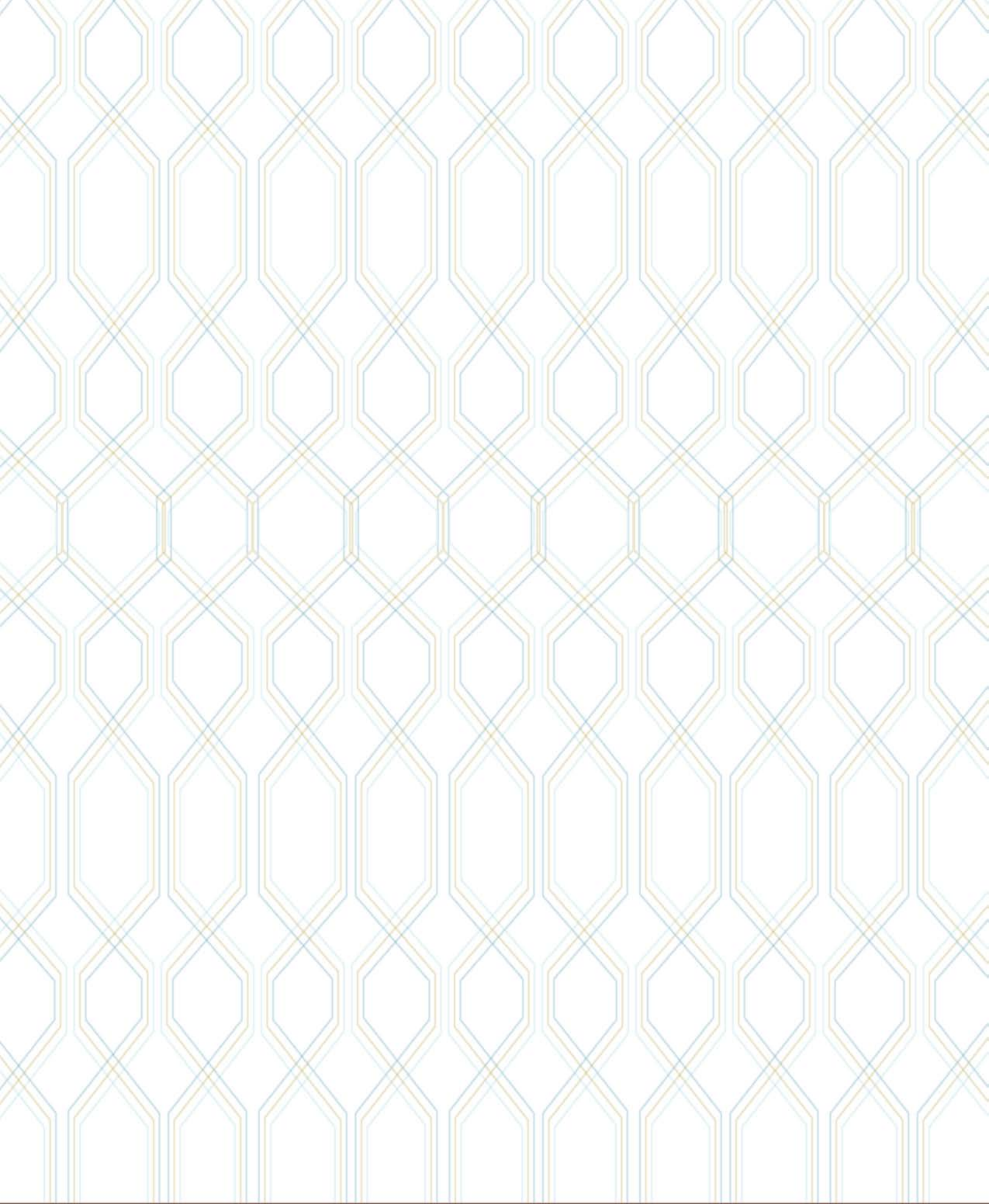
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Purchasing Manager	0.60	0.00	1.00	1.00	1.00
Purchasing & Warehouse Supervisor	0.00	1.00	0.00	0.00	0.00
Buyer II	4.00	3.00	3.00	3.00	3.00
Accounting Specialist I	1.00	0.00	0.00	0.00	0.00
Lead Storekeeper	1.00	0.00	0.00	0.00	0.00
Storekeeper	2.00	0.00	0.00	0.00	0.00
Warehouse Stock Assistant	2.00	0.00	0.00	0.00	0.00
Warehouse Worker II	0.00	2.00	2.00	1.00	1.00
Warehouse Worker I	0.00	2.00	2.00	3.00	3.00
<b>Total Full-Time Positions:</b>	<b>10.60</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 768,850	\$ 844,204	\$ 795,125	\$ 844,490	\$ 844,490
Supplies	3,756	9,250	4,975	6,150	6,150
Other Services & Chgs	16,918	23,667	25,643	30,365	30,365
Intergovernmental Svcs	76,802	15,000	11,540	-	-
Interfund Services	20,848	12,698	11,966	12,833	12,833
<b>Total Current Expense</b>	<b>\$ 887,174</b>	<b>\$ 904,819</b>	<b>\$ 849,249</b>	<b>\$ 893,838</b>	<b>\$ 893,838</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 887,174</b>	<b>\$ 904,819</b>	<b>\$ 849,249</b>	<b>\$ 893,838</b>	<b>\$ 893,838</b>

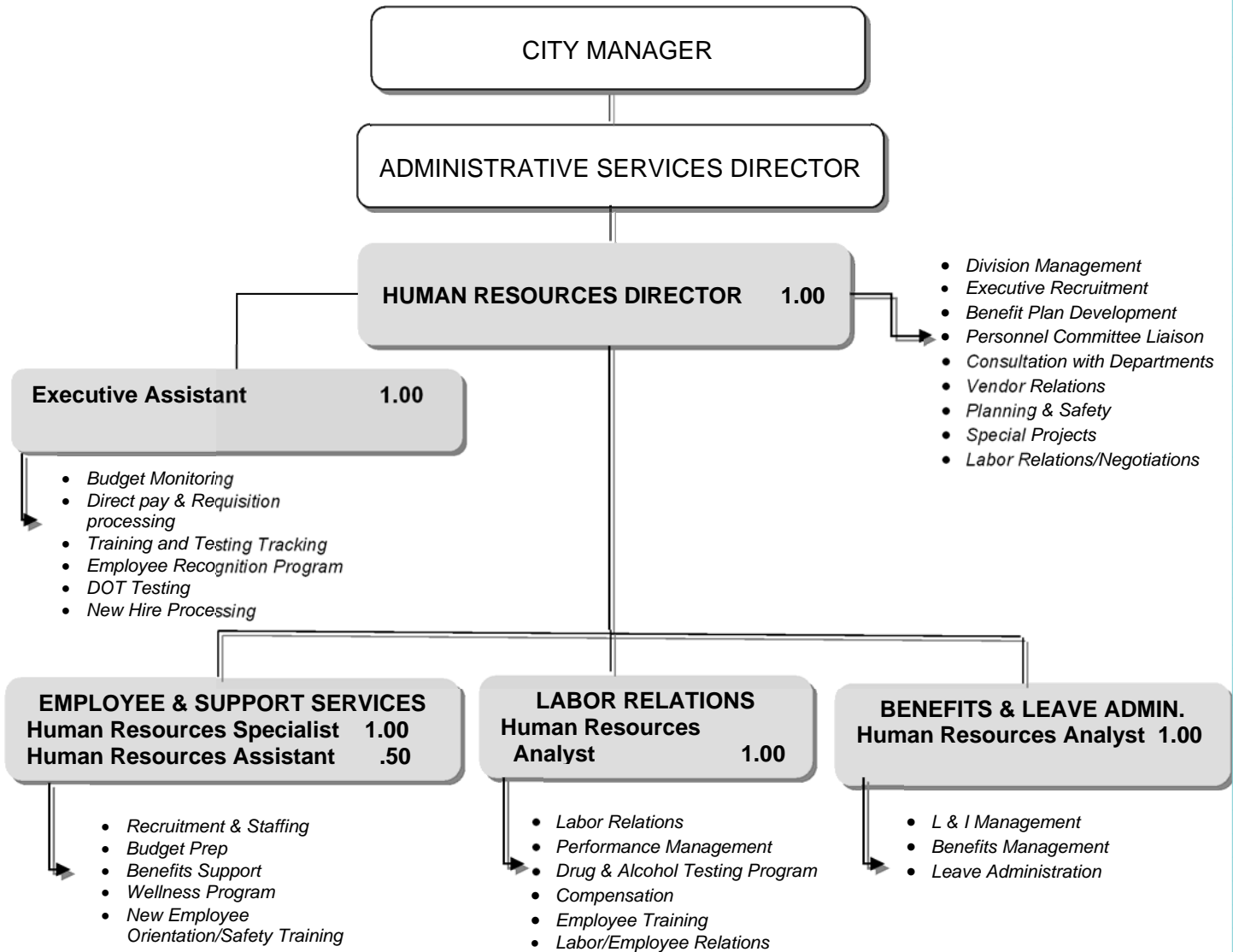
### 2015 Budget





**Administrative Services Department  
HUMAN RESOURCES DIVISION**

2015 FUNCTIONAL CHART





## Administrative Services Department Human Resources Division

**Mission Statement:** To facilitate the staffing, recruitment, benefits, payroll, training, labor relations and human resources/management consulting services for all City staff and departments assisting the city in the pursuit of its mission in the most efficient and effective manner.

### 2014 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

### 2015 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Employee turnover rate	9%	8%	7%	8%
Percentage of employee reviews completed on time	81%	71%	60%	85%
Occupational incidents per year resulting in a claim	48	42	36	38
Number of vehicle/equipment incidents*	60	85	48	50

*\*Includes all incidents regardless of cause or no fault situations.*

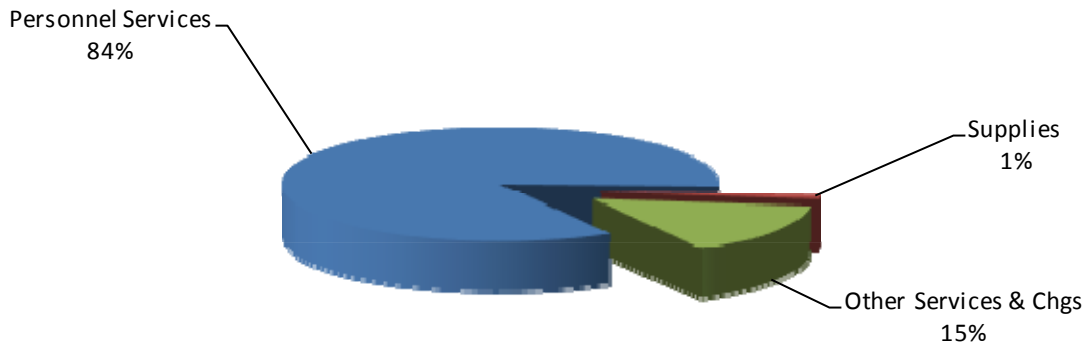
### Administrative Services Department Human Resources Division

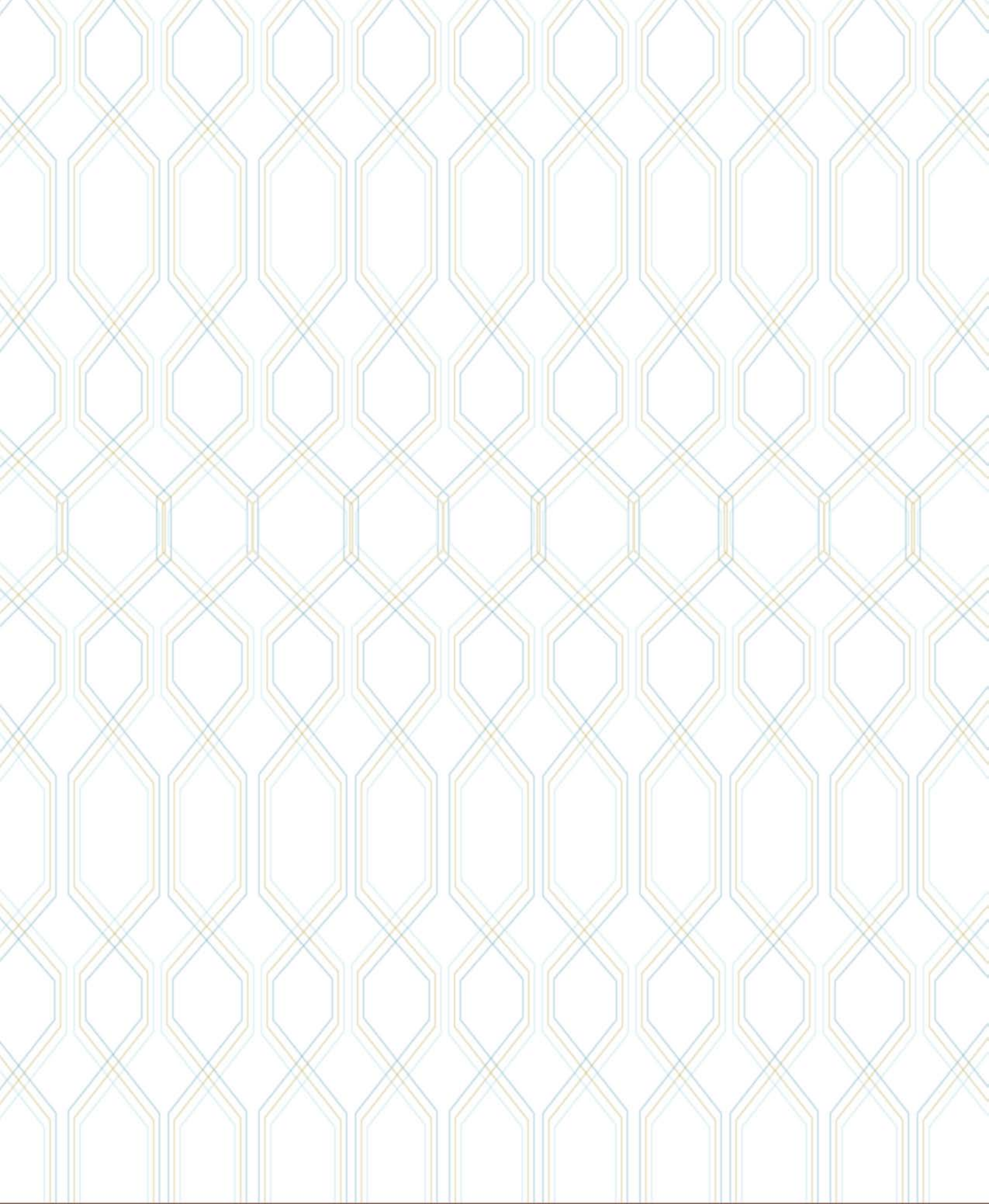
Personnel Summary					
	2012	2013	2014	2015	2015
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Human Resources Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist*	2.00	2.00	2.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant	0.50	0.50	0.50	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>5.50</b>	<b>5.50</b>

*\*\*Human Resources Specialist (payroll services) transferred to Finance Division*

Budget Summary					
	2013	2014	2014	2015	2015
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 842,183	\$ 845,988	\$ 692,511	\$ 858,183	\$ 858,183
Supplies	11,722	16,185	21,150	14,060	14,060
Other Services & Chgs	221,830	191,394	232,082	150,282	150,282
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$1,075,735</b>	<b>\$1,053,567</b>	<b>\$ 945,743</b>	<b>\$1,022,525</b>	<b>\$1,022,525</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$1,075,735</b>	<b>\$1,053,567</b>	<b>\$ 945,743</b>	<b>\$1,022,525</b>	<b>\$1,022,525</b>

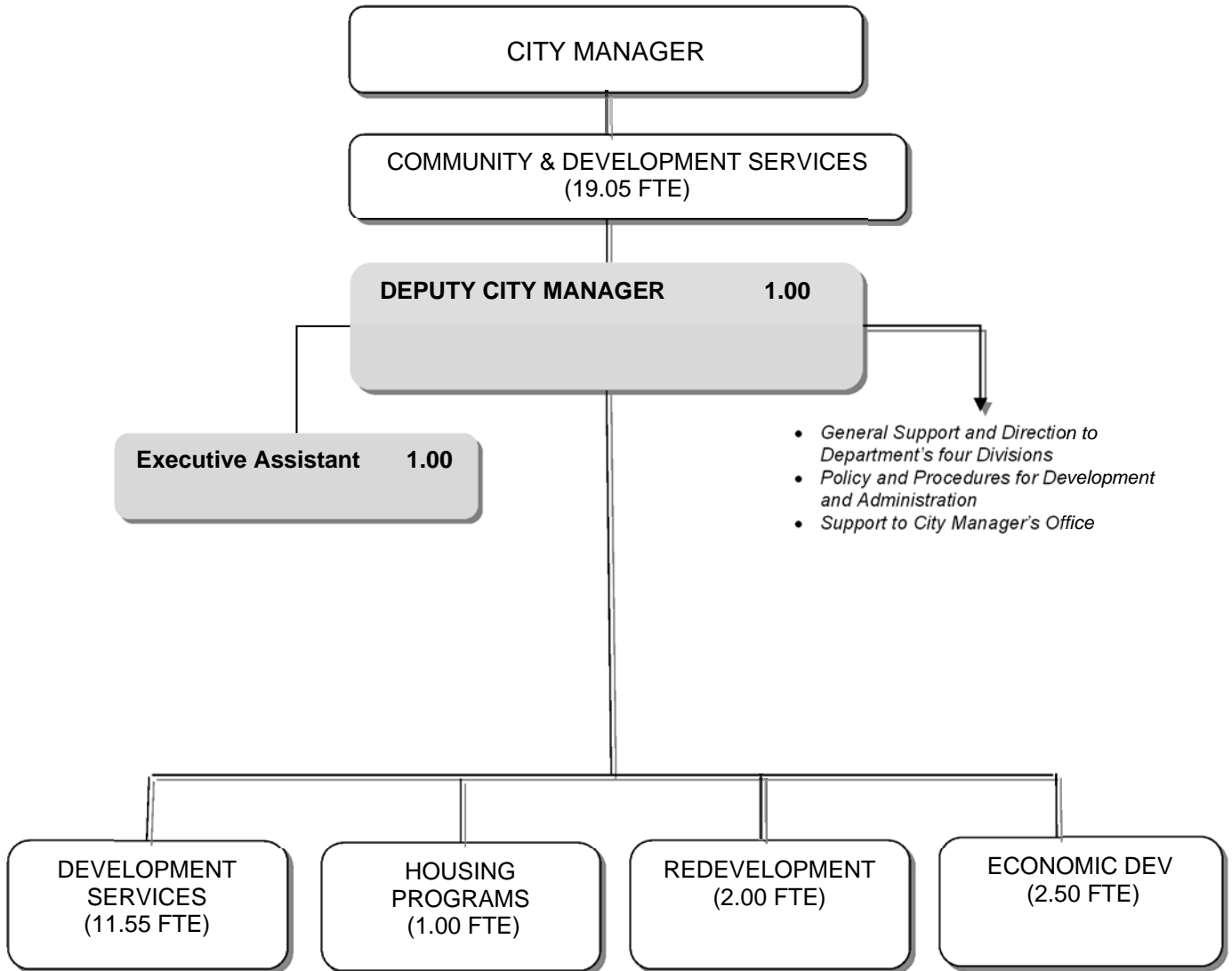
### 2015 Budget





### Community and Development Services ADMINISTRATION

#### 2015 FUNCTIONAL CHART



**Community and Development Services  
Administration Division**

**Mission Statement:** The Community and Development Services Administration Division provides direction to the department’s operating divisions, with emphasis on customer responsiveness and operational efficiency. The Administration Division partners with other departments and agencies to stimulate economic growth, create new jobs, promote targeted redevelopment and plan for long-term development in the City. The division also oversees housing programs and helps ensure quality programs are provided to the public and business community.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

**PERFORMANCE INDICATORS**

<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Projected</b>
Revenue from land sales	\$223,383	\$124,711	\$2,820,686	\$850,000

### Community and Development Services Administration Division

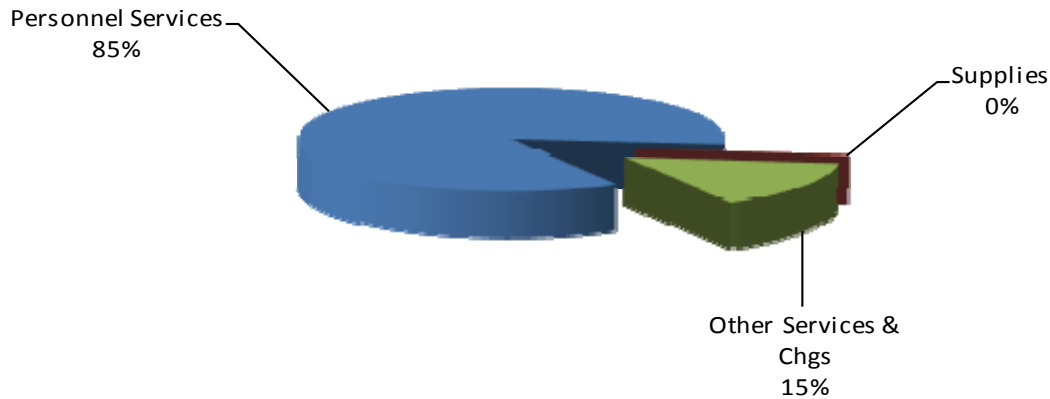
**Personnel Summary**

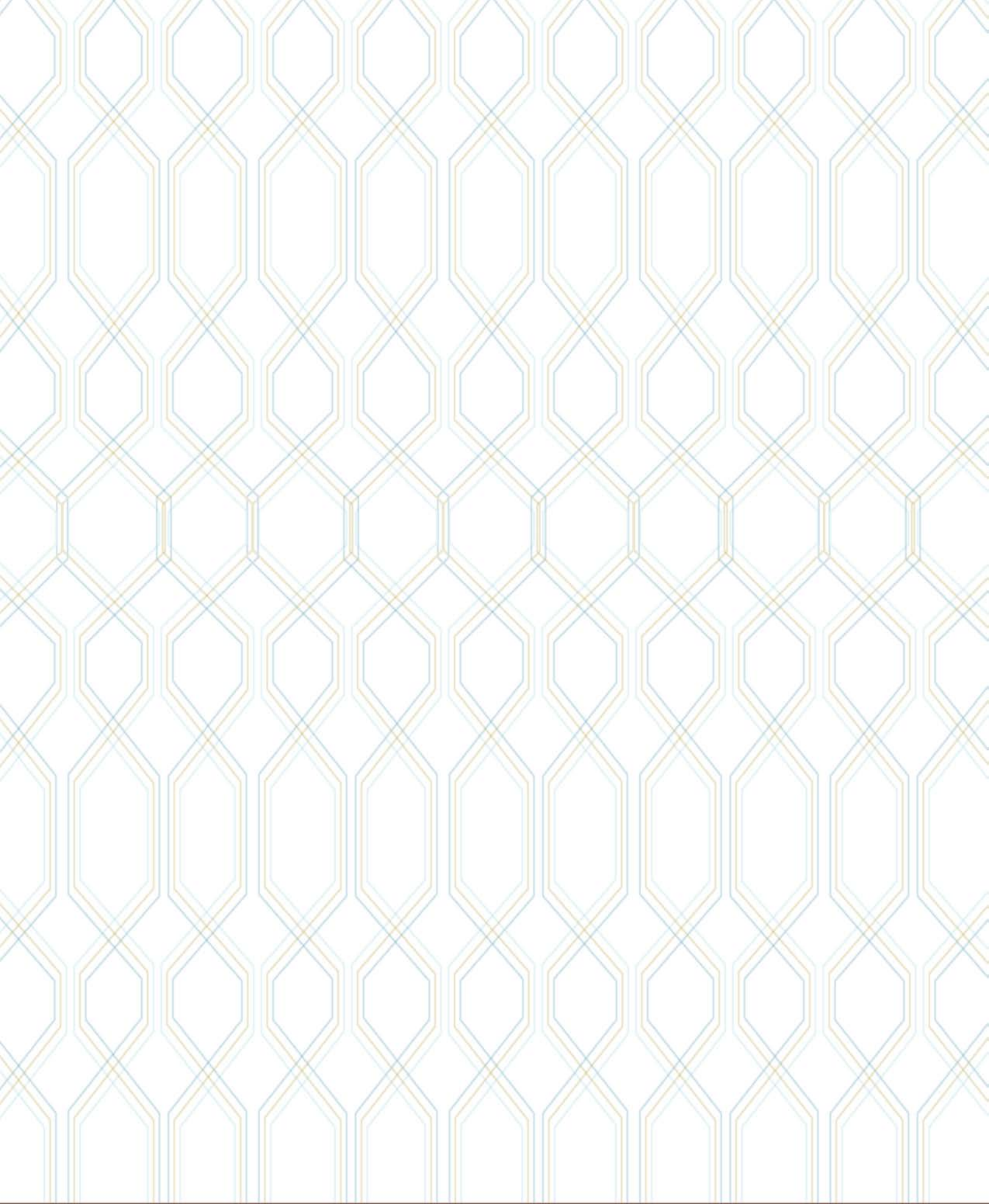
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Deputy City Mgr. for Community Services	1.00	1.00	1.00	1.00	1.00
Executive Assistant	0.50	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>1.50</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 307,783	\$ 379,546	\$ 373,982	\$ 372,833	\$ 372,833
Supplies	841	1,100	1,100	1,100	1,100
Other Services & Chgs	6,049	8,581	7,875	8,731	64,731
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 314,673</b>	<b>\$ 389,227</b>	<b>\$ 382,957</b>	<b>\$ 382,664</b>	<b>\$ 438,664</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 314,673</b>	<b>\$ 389,227</b>	<b>\$ 382,957</b>	<b>\$ 382,664</b>	<b>\$ 438,664</b>

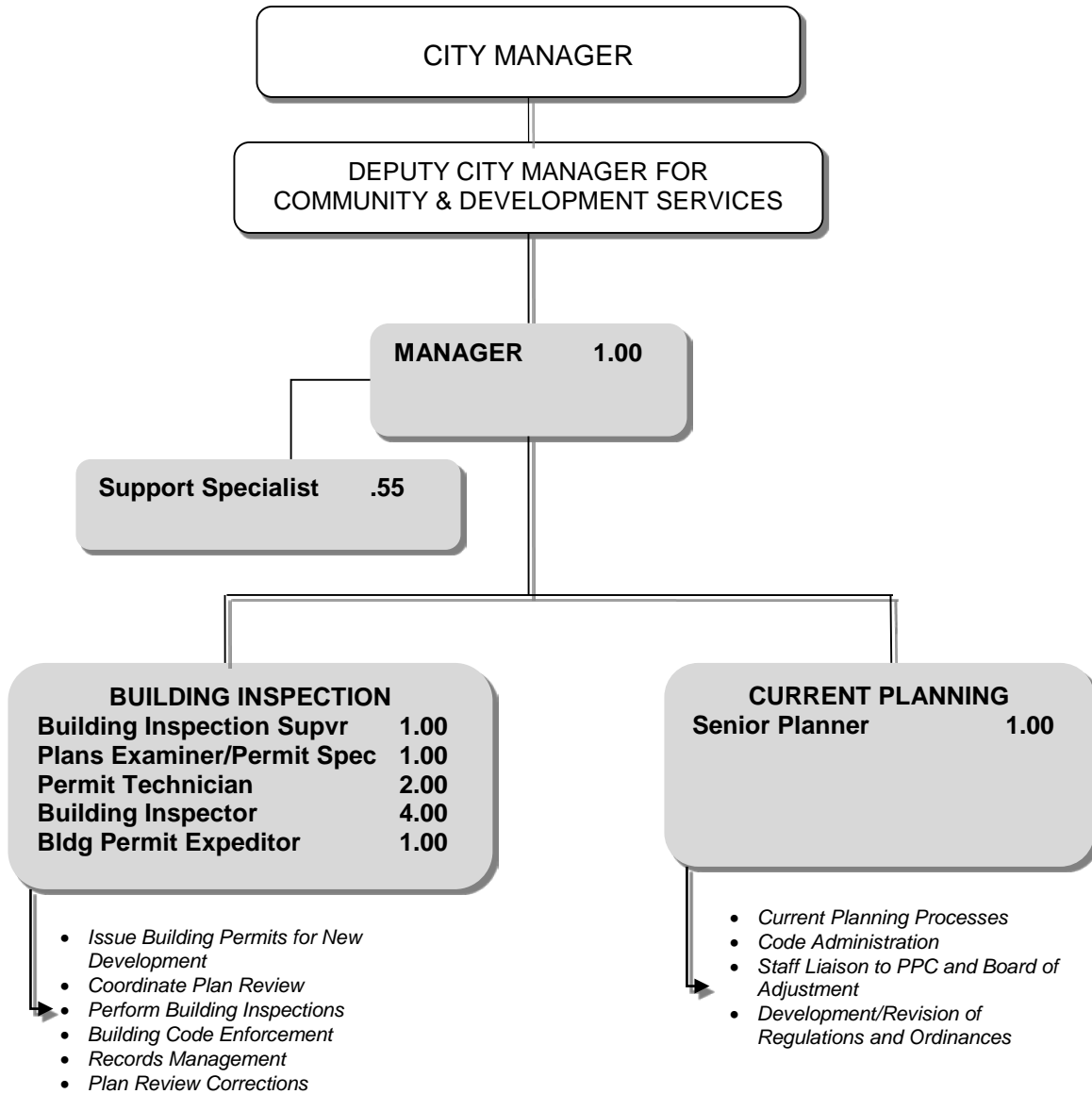
### 2015 Budget





**Community and Development Services  
DEVELOPMENT SERVICES DIVISION**

2015 FUNCTIONAL CHART





**Community and Development Services  
Development Services Division**

**Mission Statement:** The Planning and Development Services Division strives to provide development related services involving current planning, building permits, inspections, and the regulation of building, energy, land use and environmental codes fairly, efficiently and with exceptional customer service. The Division provides staff liaison services to the Hearing Examiner, Planning Commission and Board of Adjustment.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

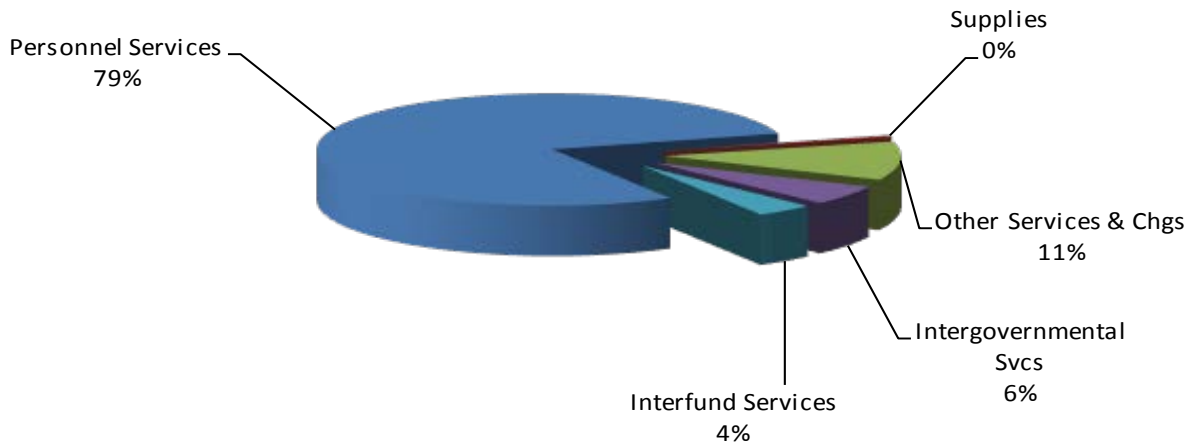
PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Total number of permits issued	2,065	2,144	1,979	2,000
Total valuation (in millions)	\$151.15	\$163.29	\$256.39	\$165.00
Percentage of inspections completed on time (standard varies by jurisdiction)	99.89%	99.00%	100.00%	99.00%

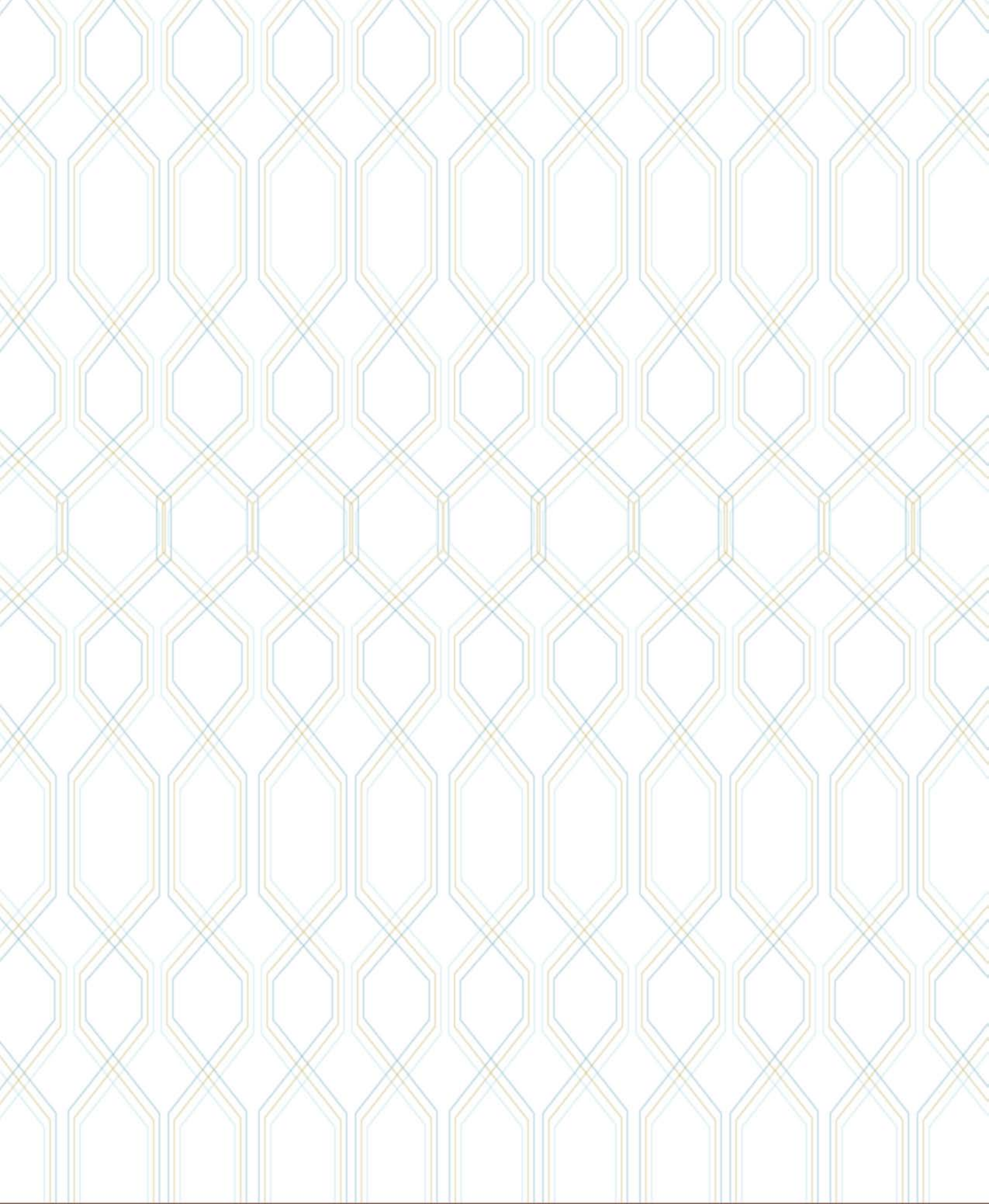
### Community and Development Services Development Services Division

Personnel Summary					
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Development Services Manager	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Support Specialist	1.00	0.50	0.55	0.55	0.55
Building Inspection Supervisor	1.00	1.00	1.00	1.00	1.00
Building Inspector	4.00	4.00	4.00	4.00	4.00
Building Permit Expeditor	1.00	1.00	1.00	1.00	1.00
Permit Technician	2.00	2.00	2.00	2.00	2.00
Plans Examiner/Permit Specialist	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>12.00</b>	<b>11.50</b>	<b>11.55</b>	<b>11.55</b>	<b>11.55</b>

Budget Summary					
DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,190,636	\$ 1,252,028	\$ 1,232,033	\$ 1,247,166	\$ 1,247,166
Supplies	9,133	10,050	7,000	7,000	7,000
Other Services & Chgs	102,257	39,613	158,343	37,083	176,083
Intergovernmental Svcs	86,029	88,832	83,978	90,130	90,130
Interfund Services	22,125	39,458	62,859	63,026	63,026
<b>Total Current Expense</b>	<b>\$ 1,410,180</b>	<b>\$ 1,429,981</b>	<b>\$ 1,544,213</b>	<b>\$ 1,444,405</b>	<b>\$ 1,583,405</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,410,180</b>	<b>\$ 1,429,981</b>	<b>\$ 1,544,213</b>	<b>\$ 1,444,405</b>	<b>\$ 1,583,405</b>

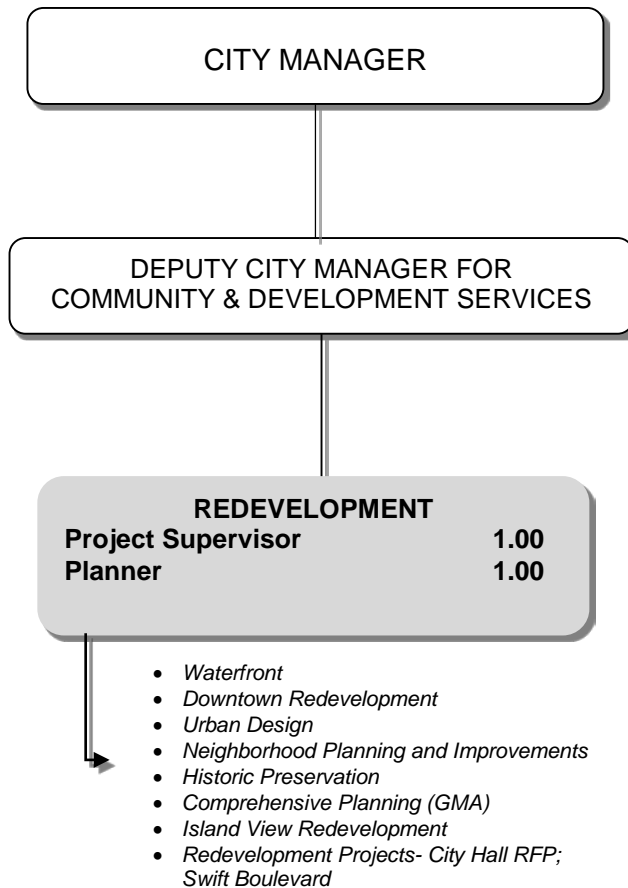
### 2015 Budget





**Community and Development Services  
REDEVELOPMENT DIVISION**

2015 FUNCTIONAL CHART



**Community and Development Services  
Redevelopment Division**

**Mission Statement:** The Redevelopment Division works closely with neighborhoods, community groups, and business interests to strengthen the local economy, enhance the quality and livability of the City’s neighborhoods, and plan for the orderly growth of the City in support of the Strategic Plan.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Percent increase Central Business District (CBD) Assessed Value	\$289.60 Million*	\$332.44 Million*	\$352.99 Million*	\$372.00 Million*

\*Source: Benton County Assessor.

\*\*Based on 2014 Permit Valuation.

### Community and Development Services Redevelopment Division

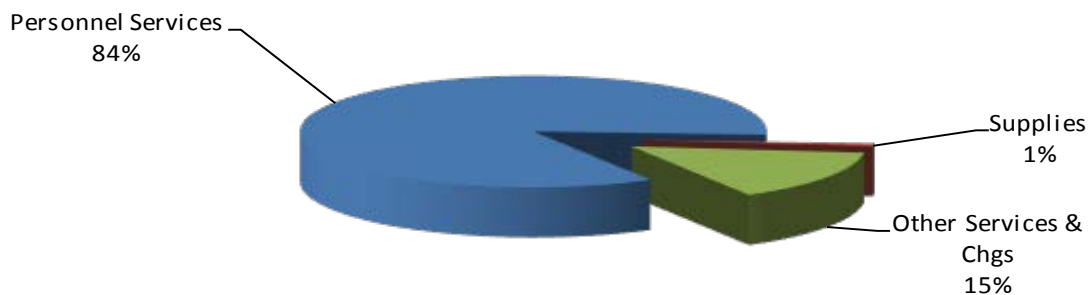
#### Personnel Summary

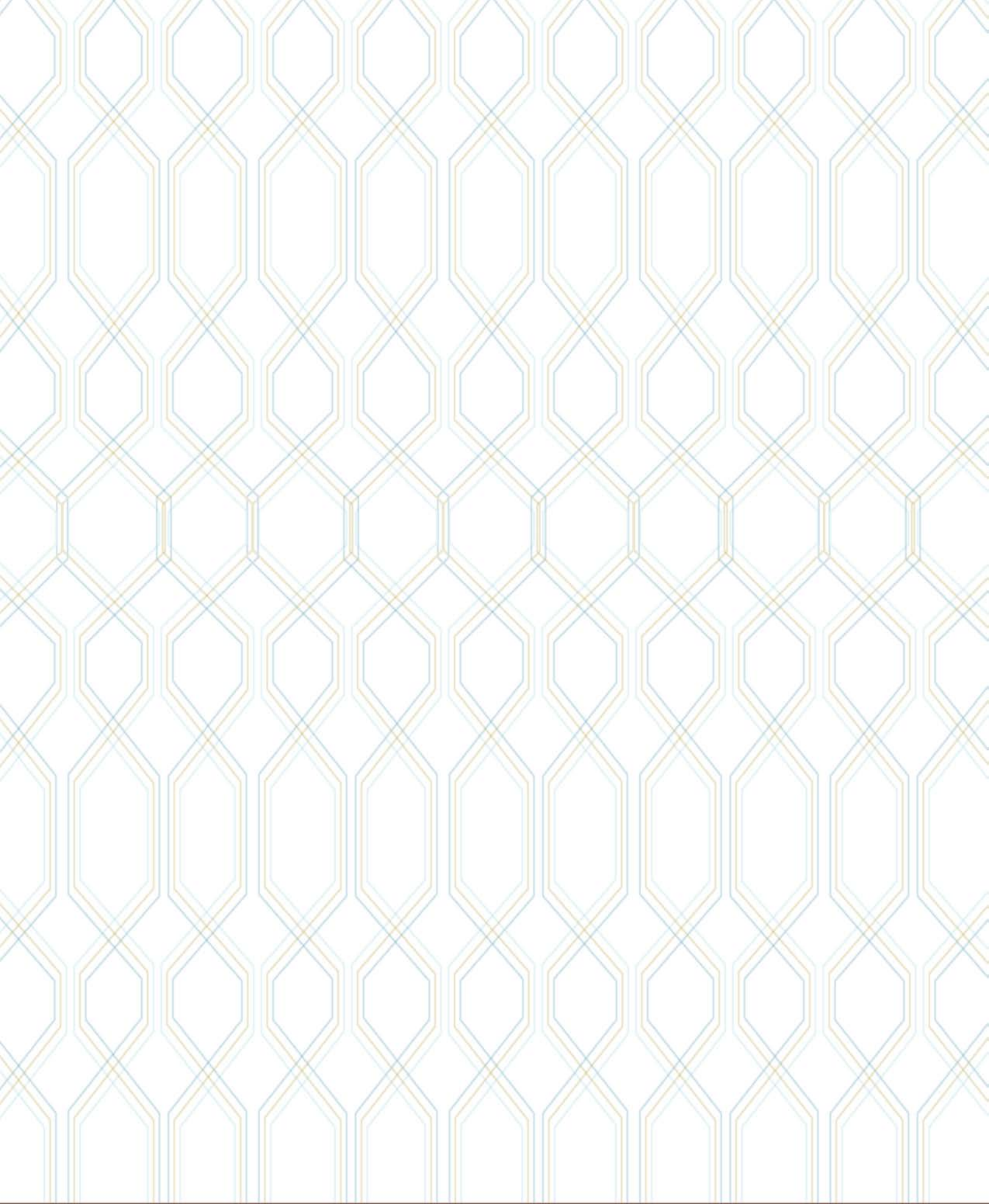
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Redevelopment Project Supervisor	1.00	1.00	1.00	1.00	1.00
Planner	1.00	1.00	1.00	1.00	1.00
Urban Planner	1.00	1.00	1.00	0.00	0.00
<b>Total Full-Time Positions:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 183,606	\$ 245,662	\$ 241,630	\$ 235,535	\$ 235,535
Supplies	1,531	2,350	1,700	2,250	2,250
Other Services & Chgs	102,971	56,850	60,250	41,590	41,590
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 288,108</b>	<b>\$ 304,862</b>	<b>\$ 303,580</b>	<b>\$ 279,375</b>	<b>\$ 279,375</b>
Transfers	-	-	-	-	-
Capital Outlay	20,862	10,000	10,000	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 308,970</b>	<b>\$ 314,862</b>	<b>\$ 313,580</b>	<b>\$ 279,375</b>	<b>\$ 279,375</b>

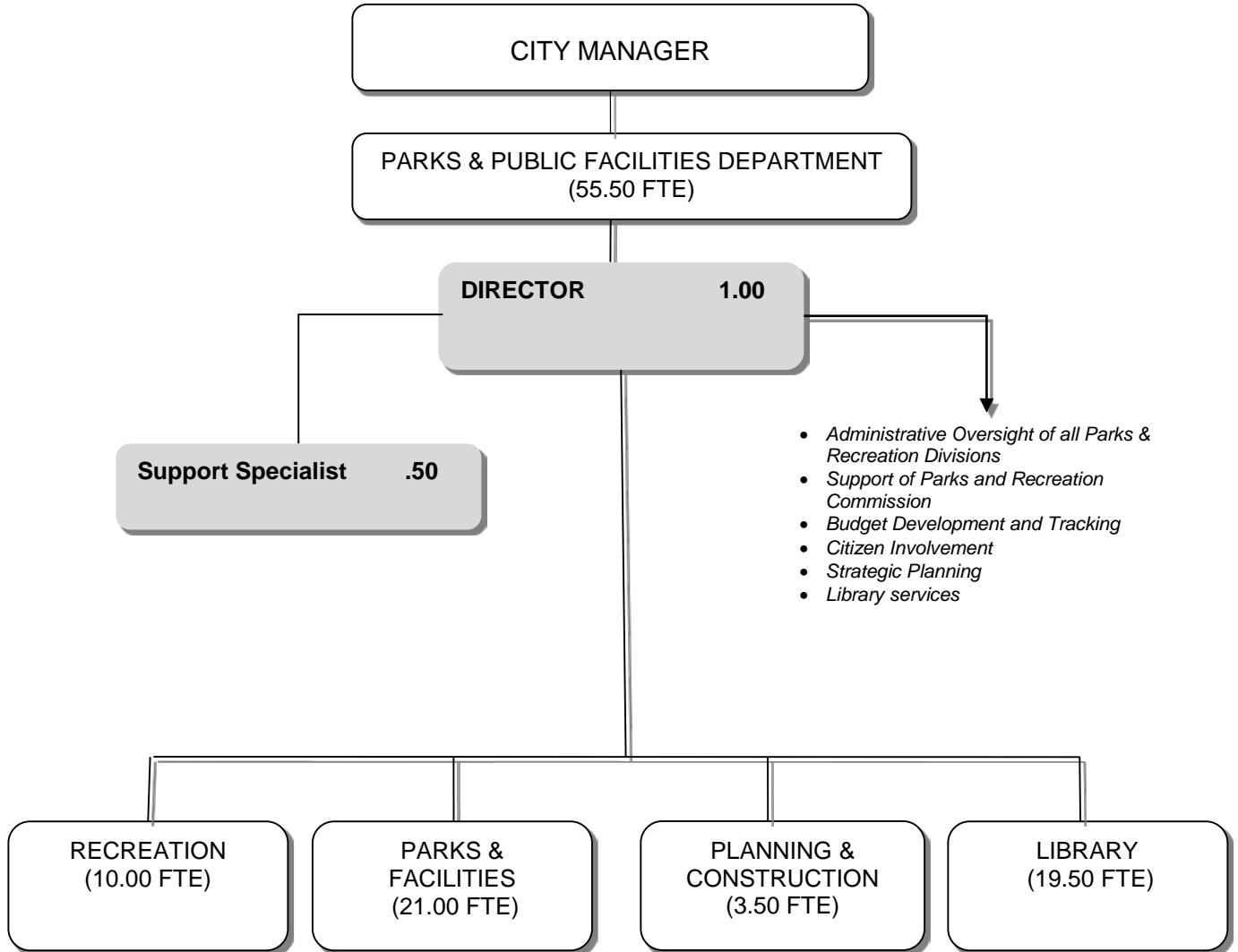
### 2015 Budget





### Parks and Public Facilities Department ADMINISTRATION

#### 2015 FUNCTIONAL CHART





**Parks and Public Facilities Department  
Administration Division**

***Mission Statement:*** We provide premier parks, public facilities, recreational activities and library services for our community. Every decision made on behalf of the community will be to ensure that we are fiscally responsible and provide outstanding value.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

**Parks and Public Facilities Department  
Administration Division**

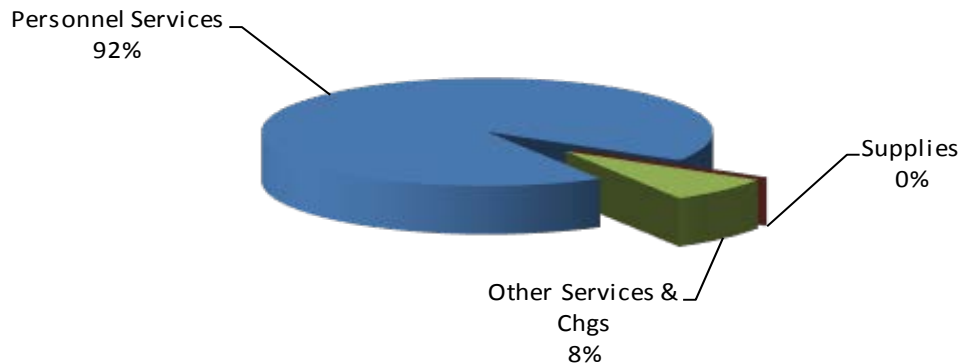
**Personnel Summary**

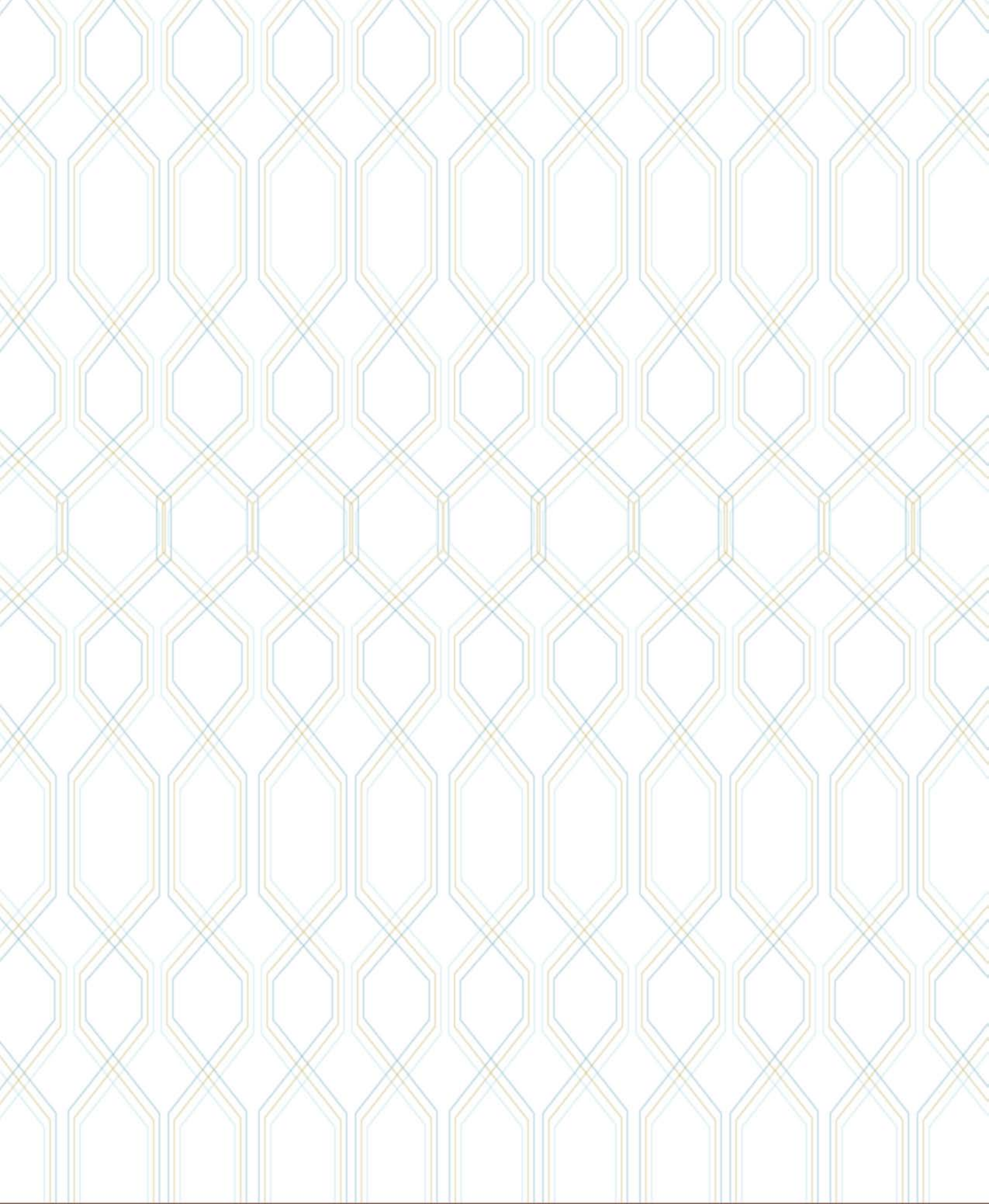
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Parks & Public Facilities Director	1.00	1.00	1.00	1.00	1.00
Support Specialist	0.00	0.50	0.50	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>1.00</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 193,872	\$ 194,173	\$ 201,960	\$ 206,038	\$ 206,038
Supplies	3,274	100	100	100	100
Other Services & Chgs	5,702	17,378	18,003	17,378	17,378
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 202,848</b>	<b>\$ 211,651</b>	<b>\$ 220,063</b>	<b>\$ 223,516</b>	<b>\$ 223,516</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 202,848</b>	<b>\$ 211,651</b>	<b>\$ 220,063</b>	<b>\$ 223,516</b>	<b>\$ 223,516</b>

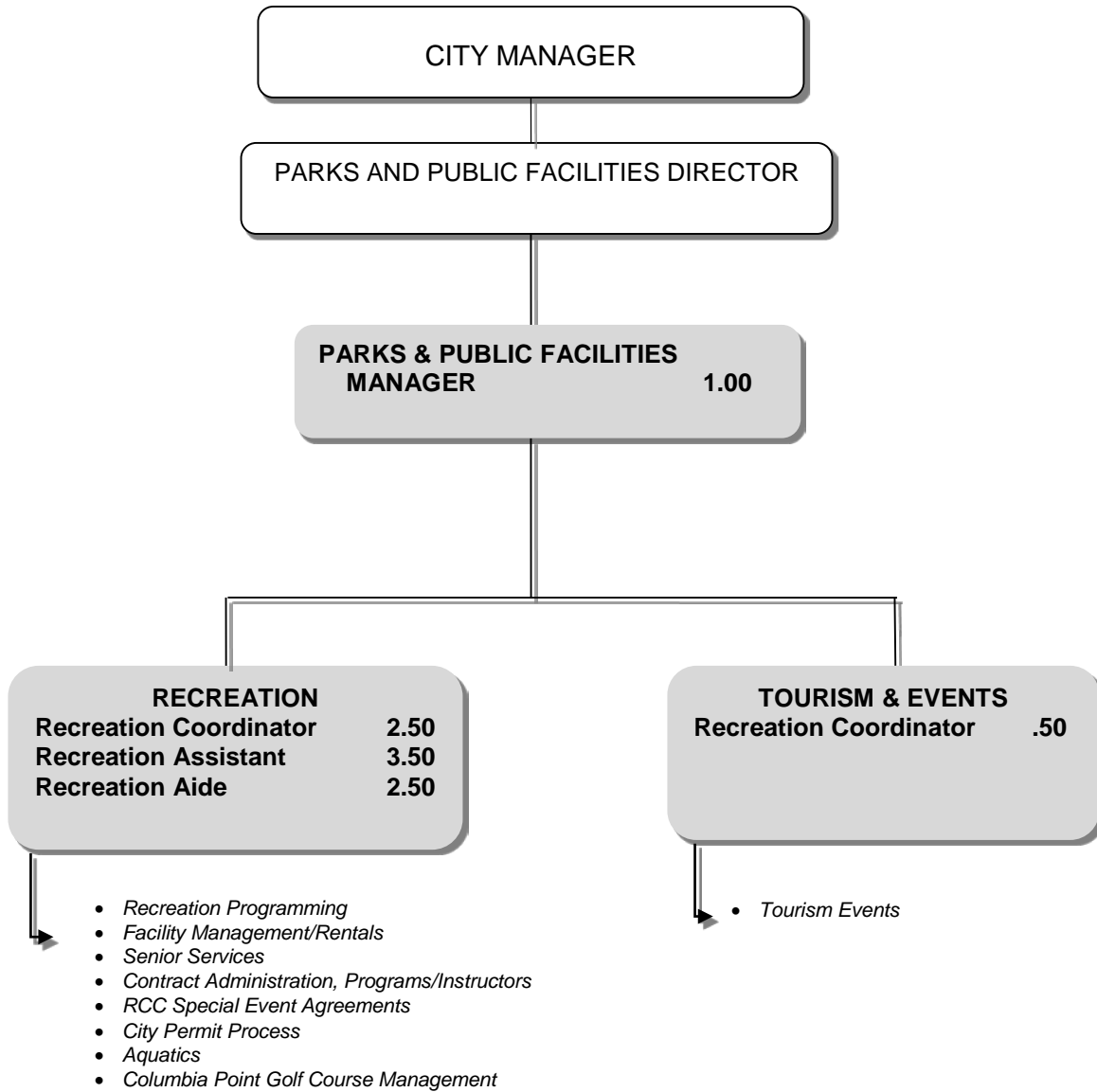
**2015 Budget**





**Parks and Public Facilities Department  
RECREATION DIVISION**

2015 FUNCTIONAL CHART



**Parks and Public Facilities Department  
Recreation Division**

**Mission Statement:** To ensure a comprehensive variety of enriching recreational activities for people of all ages and abilities.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

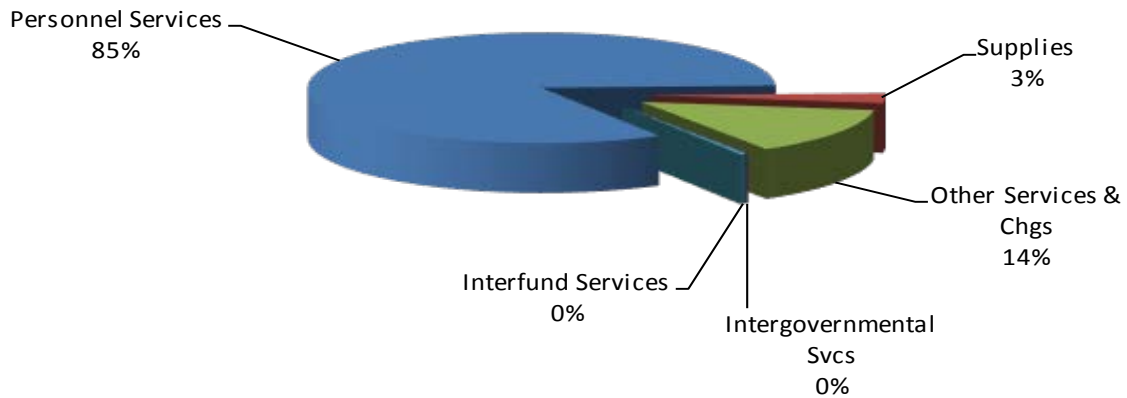
PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Net expenditures per capita for Parks & Recreation (including golf)	22.27	22.21	19.98	22.00
Total Recreation revenue per capita	8.62	8.26	8.33	8.50

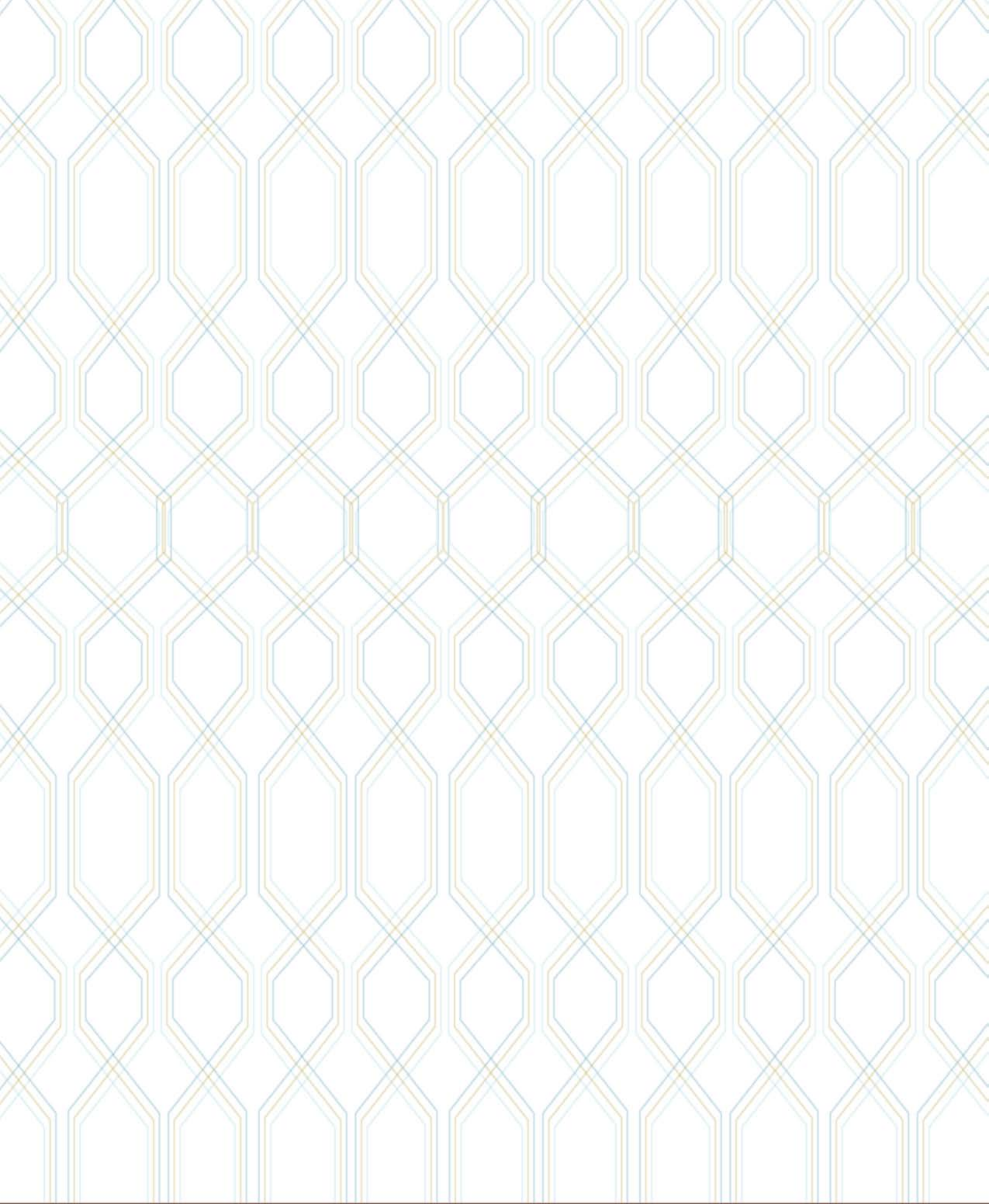
### Parks and Public Facilities Department Recreation Division

Personnel Summary					
	2012	2013	2014	2015	2015
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Parks & Public Facilities Manager	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	3.00	3.00	3.00	3.00	3.00
Recreation Assistant	4.00	4.00	4.00	3.50	3.50
Recreation Aide	3.10	3.10	3.10	2.50	2.50
<b>Total Full-Time Positions:</b>	<b>11.10</b>	<b>11.10</b>	<b>11.10</b>	<b>10.00</b>	<b>10.00</b>

Budget Summary					
DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 973,202	\$ 1,099,326	\$ 992,751	\$ 994,295	\$ 994,295
Supplies	41,264	38,000	35,500	35,200	35,200
Other Services & Chgs	201,215	153,026	166,026	165,816	165,816
Intergovernmental Svcs	1,727	1,900	1,900	1,500	1,500
Interfund Services	9,174	7,702	4,671	5,091	5,091
<b>Total Current Expense</b>	<b>\$ 1,226,582</b>	<b>\$ 1,299,954</b>	<b>\$ 1,200,848</b>	<b>\$ 1,201,902</b>	<b>\$ 1,201,902</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,226,582</b>	<b>\$ 1,299,954</b>	<b>\$ 1,200,848</b>	<b>\$ 1,201,902</b>	<b>\$ 1,201,902</b>

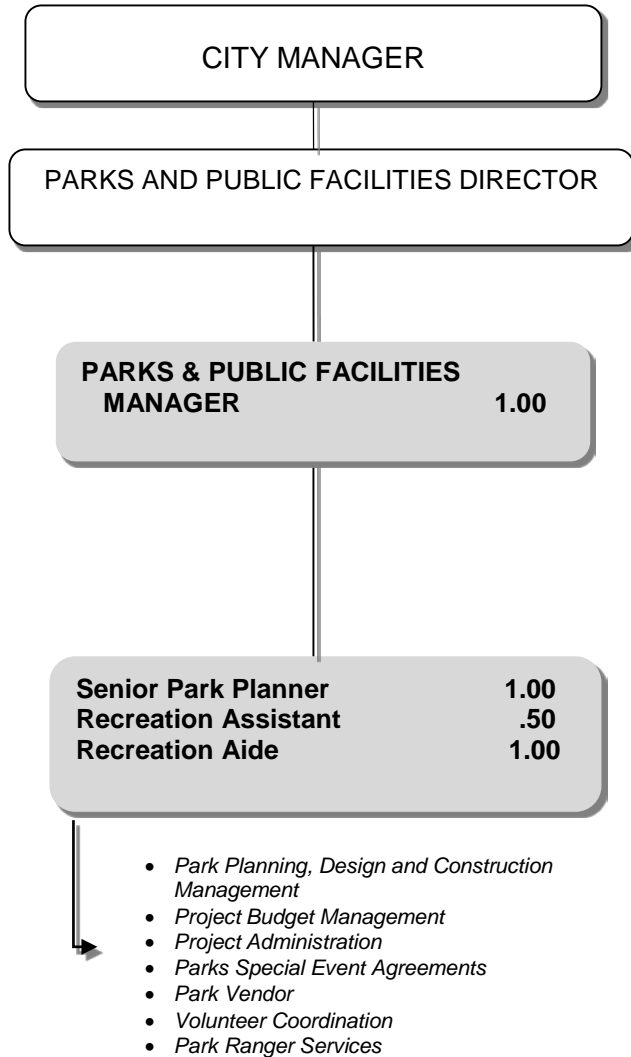
### 2015 Budget





**Parks and Public Facilities Department  
PLANNING & CONSTRUCTION DIVISION**

2015 FUNCTIONAL CHART





**Parks and Public Facilities Department  
Planning & Construction Division**

**Mission Statement:** To plan, design and construct quality park facilities to meet the needs of Richland residents.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Grants/donations received for park development and acquisition per year	\$565,000	\$833,615	\$1,200,000	\$500,000

**Parks and Public Facilities Department  
Planning & Construction Division**

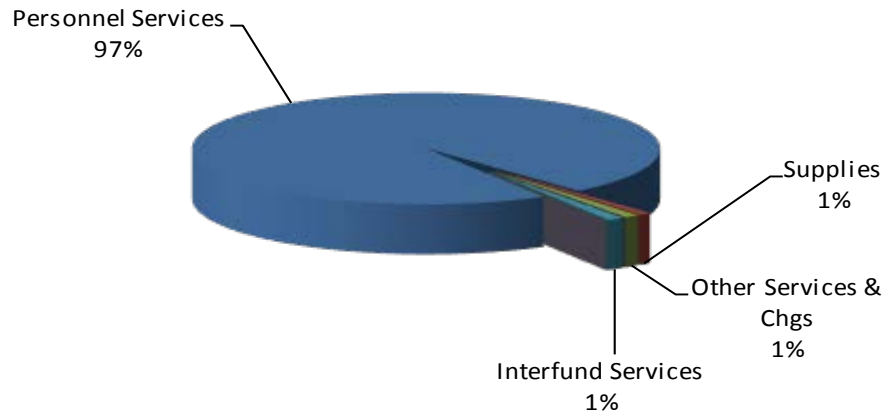
**Personnel Summary**

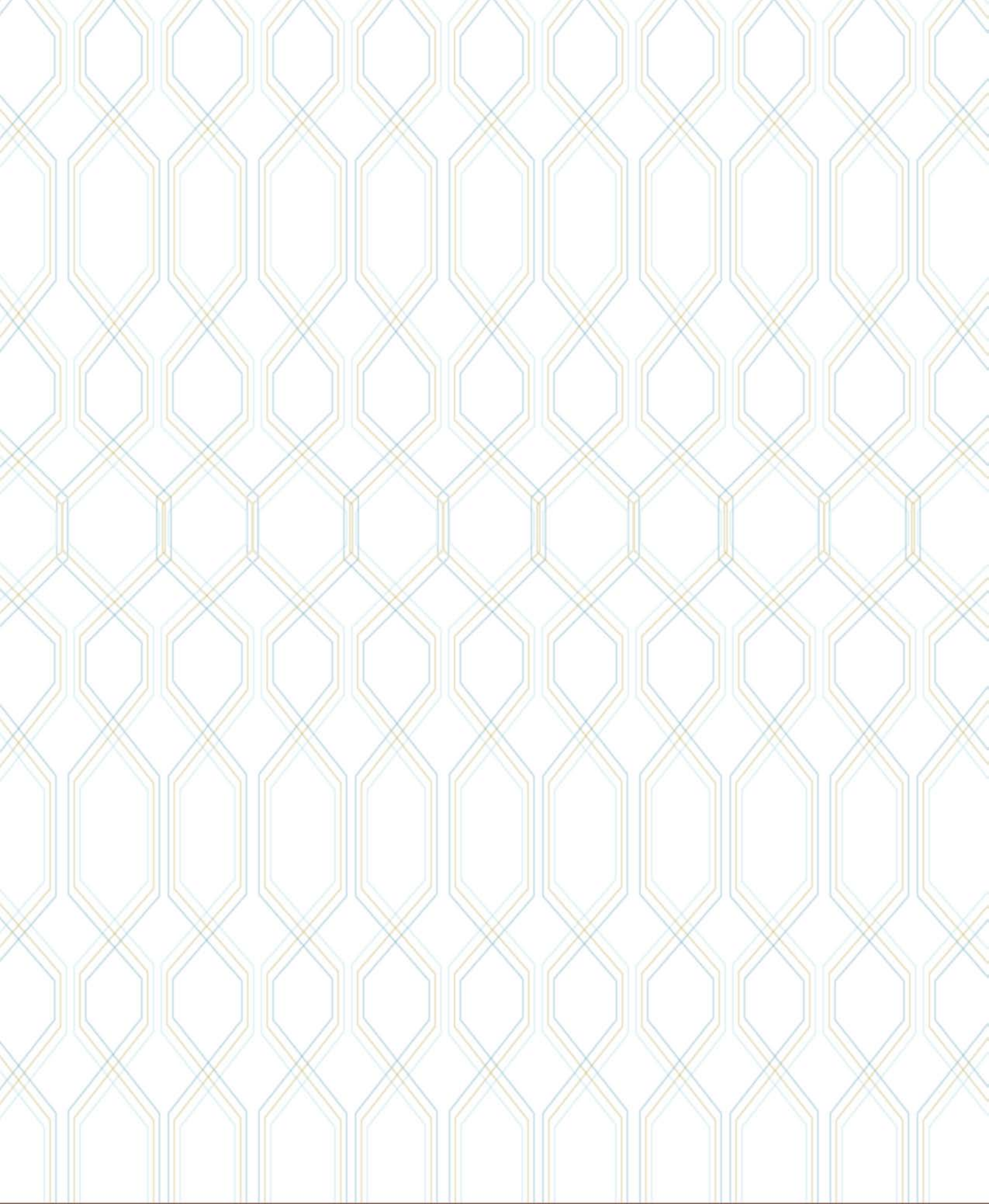
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Parks & Public Facilities Manager	1.00	1.00	1.00	1.00	1.00
Senior Park Planner	1.00	1.00	1.00	1.00	1.00
Recreation Assistant	0.00	0.00	0.00	0.50	0.50
Recreation Aide	0.00	0.00	0.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>3.50</b>	<b>3.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 290,331	\$ 304,038	\$ 290,981	\$ 427,413	\$ 427,413
Supplies	3,448	4,000	4,000	3,500	3,500
Other Services & Chgs	2,828	3,875	3,875	4,375	4,375
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	4,958	4,311	4,857	5,150	5,150
<b>Total Current Expense</b>	<b>\$ 301,565</b>	<b>\$ 316,224</b>	<b>\$ 303,713</b>	<b>\$ 440,438</b>	<b>\$ 440,438</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 301,565</b>	<b>\$ 316,224</b>	<b>\$ 303,713</b>	<b>\$ 440,438</b>	<b>\$ 440,438</b>

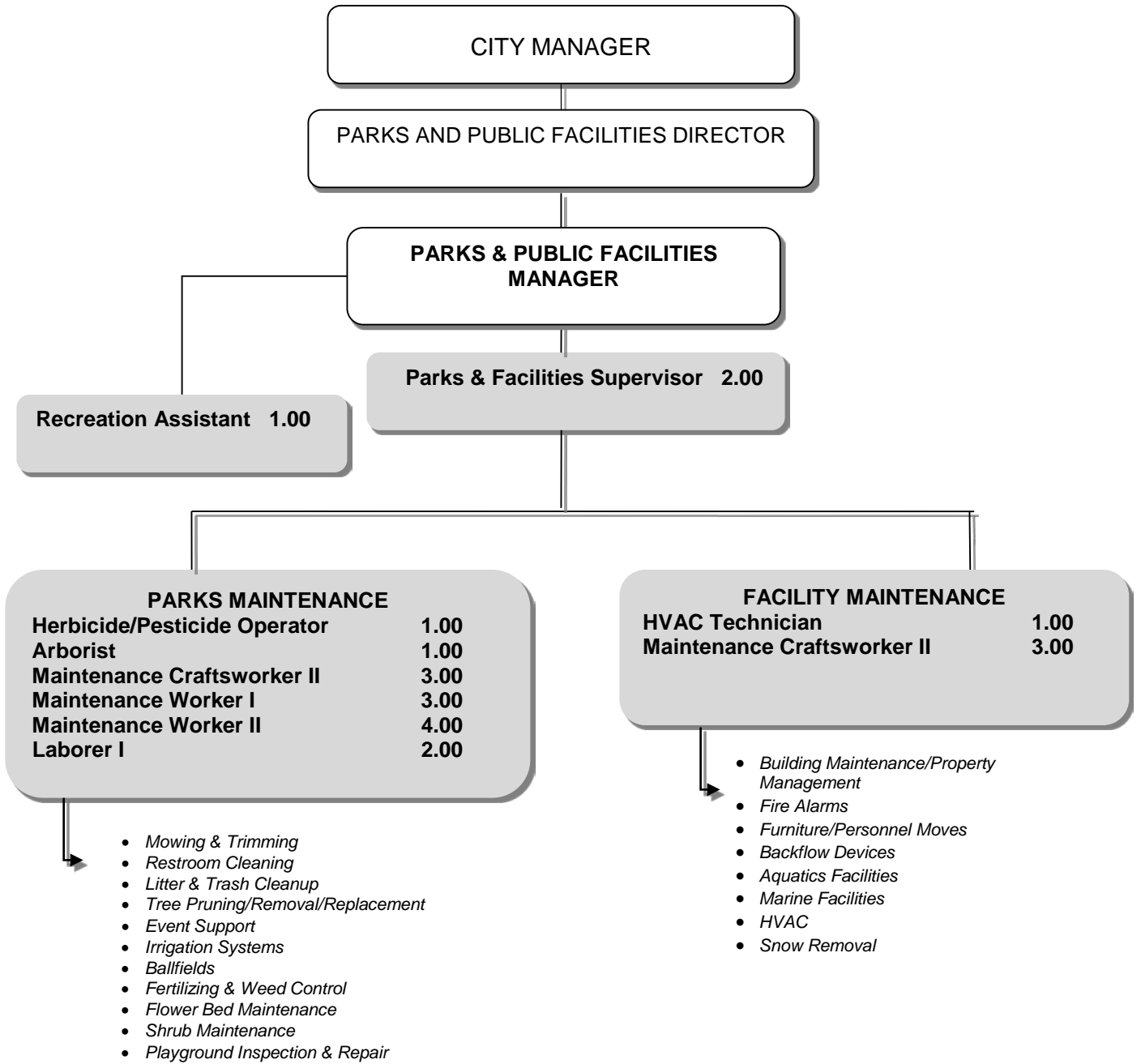
**2015 Budget**





**Parks and Public Facilities Department  
PARKS & FACILITIES DIVISION**

2015 FUNCTIONAL CHART



**Parks and Public Facilities Department  
Parks & Facilities Division**

**Mission Statement:** The Parks and Public Facilities Division maintains all City owned parks and facilities, including playgrounds, athletic fields, swimming pool, boat docks and park structures. The division facilitates custodial services, provides facilities maintenance for all City facilities, including plumbing, carpentry, design and project construction.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2013 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Cost per resident for park maintenance of all park properties	\$42.94	\$44.40	\$46.18	\$49.20

**Parks and Public Facilities Department  
Parks & Facilities Division**

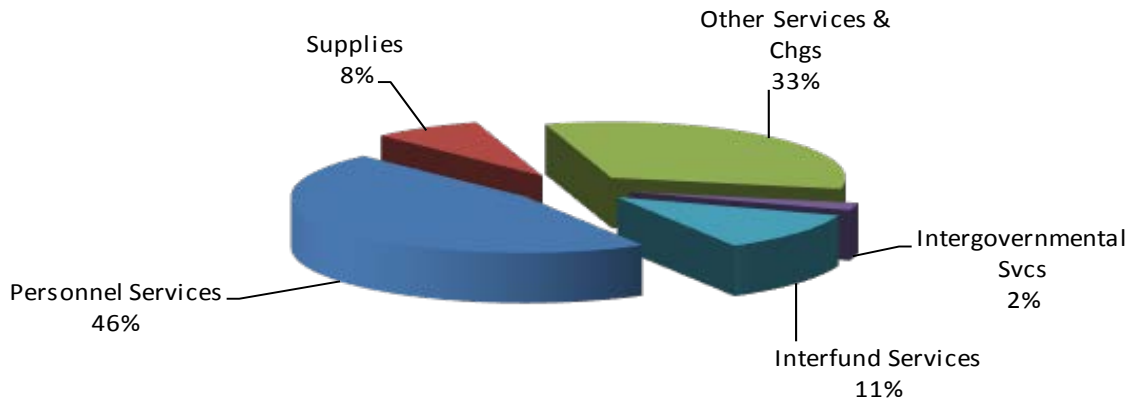
**Personnel Summary**

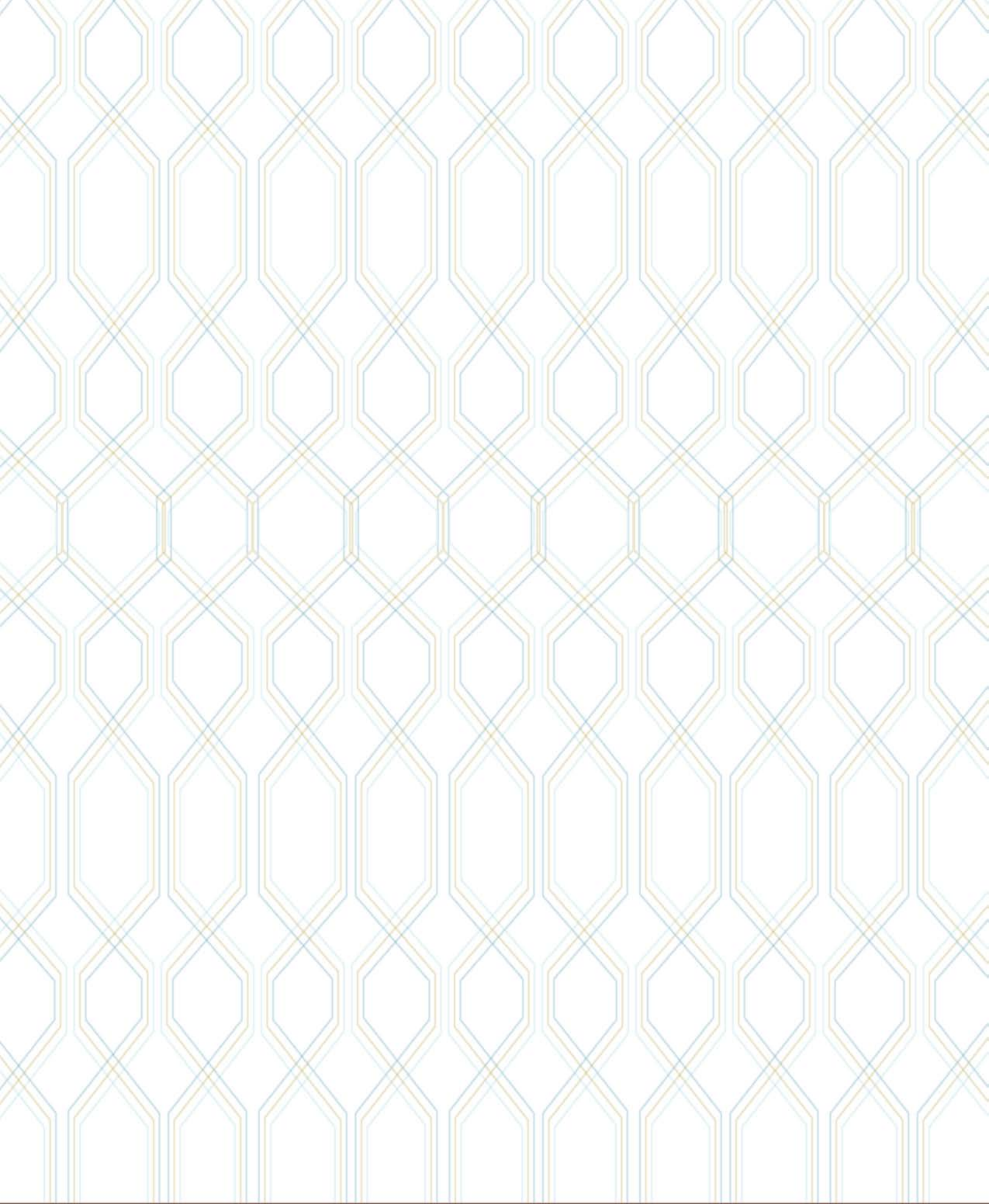
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Parks & Facilities Resource Manager	1.00	0.00	0.00	0.00	0.00
Parks and Facilities Supervisor	1.00	2.00	2.00	2.00	2.00
Pesticide/Herbicide Operator	1.00	1.00	1.00	1.00	1.00
HVAC Technician	1.50	1.50	1.00	1.00	1.00
Maintenance Craftsworker II	7.00	7.00	6.00	6.00	6.00
Maintenance Worker II	3.00	3.00	4.00	4.00	4.00
Maintenance Worker I	5.00	4.00	3.00	3.00	3.00
Laborer I	0.00	0.00	2.00	2.00	2.00
Arborist	1.00	1.00	1.00	1.00	1.00
Support Specialist	1.00	0.00	0.00	0.00	0.00
Recreation Assistant	0.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>21.50</b>	<b>20.50</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 2,033,635	\$ 2,284,589	\$ 2,216,361	\$ 2,291,309	\$ 2,325,309
Supplies	356,977	365,582	365,582	370,582	380,582
Other Services & Chgs	1,185,510	1,158,894	1,264,813	1,338,708	1,648,708
Intergovernmental Svcs	143,246	118,600	118,600	108,250	108,250
Interfund Services	476,504	456,995	545,895	571,088	571,088
<b>Total Current Expense</b>	<b>\$ 4,195,872</b>	<b>\$ 4,384,660</b>	<b>\$ 4,511,251</b>	<b>\$ 4,679,937</b>	<b>\$ 5,033,937</b>
Transfers	-	-	-	-	-
Capital Outlay	149,681	982,325	1,310,255	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 4,345,553</b>	<b>\$ 5,366,985</b>	<b>\$ 5,821,506</b>	<b>\$ 4,679,937</b>	<b>\$ 5,033,937</b>

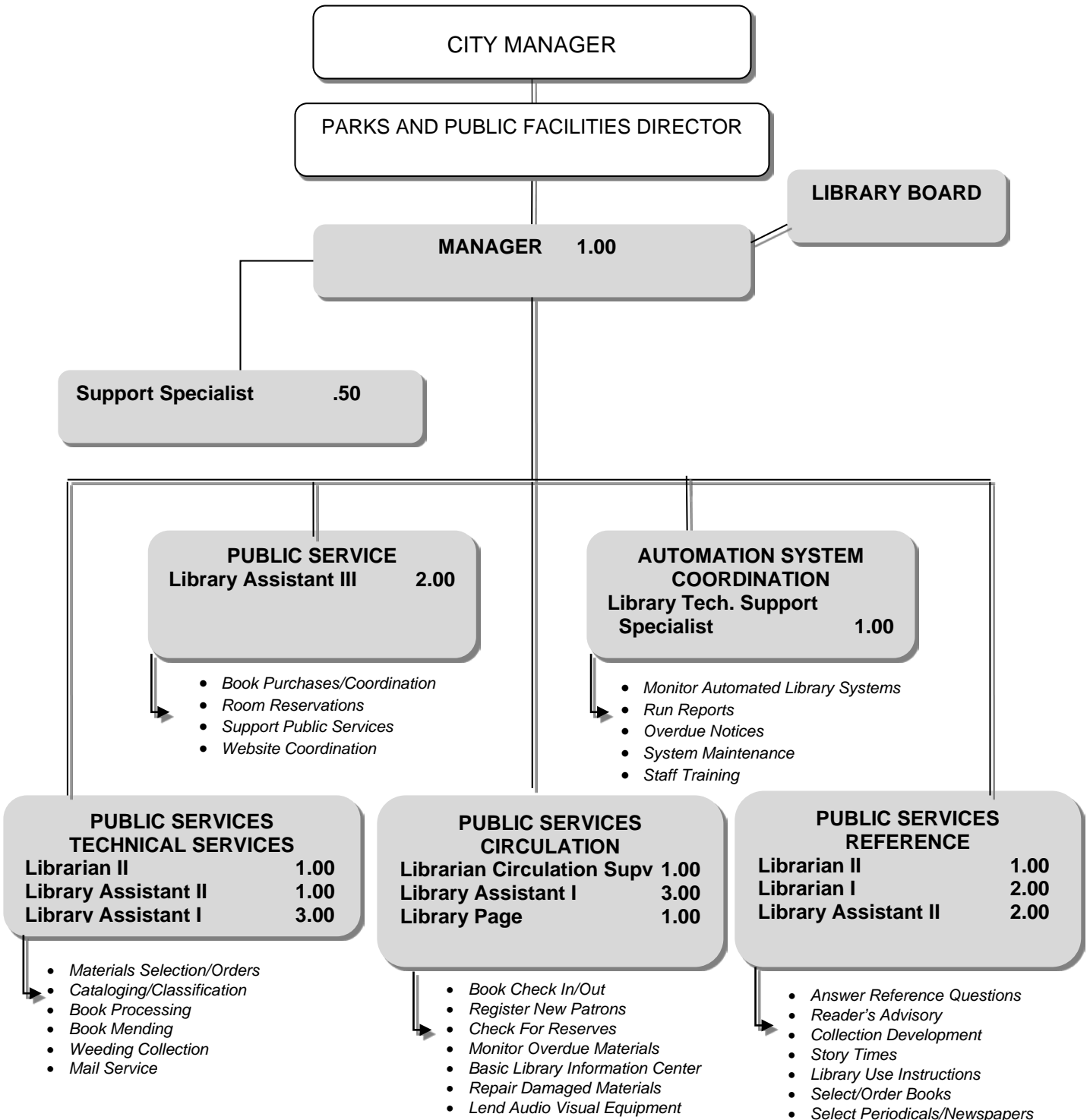
**2015 Budget**





**Library Fund  
Parks and Public Facilities Department  
LIBRARY DIVISION**

2015 FUNCTIONAL CHART





**Library Fund  
Parks and Public Facilities Department  
Library Division**

**Mission Statement:** The Richland Public Library's mission is to inform, empower and enrich the community.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Library O&M expenditures per capita	\$35.66	\$37.80	\$31.70	\$31.90
New library cards/population growth (as a percentage)	7.66%	8.02%	6.30%	6.00%
Overall items circulated	759,629	706,527	680,000	680,000
New library cards	3,909	4,103	4,000	4,000

**Library Fund  
Parks and Public Facilities Department  
Library Division**

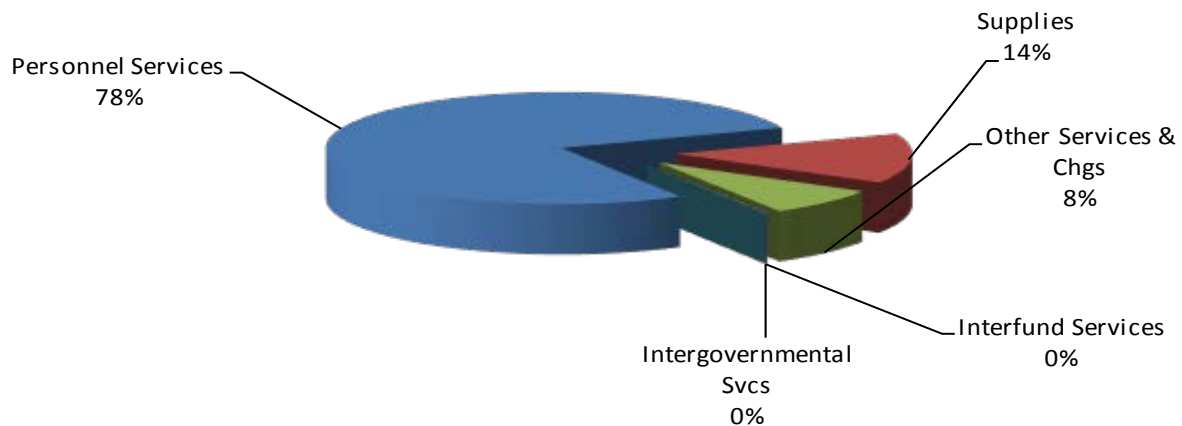
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Library Manager	1.00	1.00	1.00	1.00	1.00
Librarian II	2.00	2.00	2.00	2.00	2.00
Library Circulation Supervisor	1.00	1.00	1.00	1.00	1.00
Librarian I	2.50	2.00	2.00	2.00	2.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
Library Tech. Support Specialist	1.00	1.00	1.00	1.00	1.00
Library Assistant III	2.00	2.00	2.00	2.00	2.00
Library Assistant II	2.50	3.00	3.00	3.00	3.00
Library Assistant I	6.00	6.00	6.00	6.00	6.00
Library Page	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>19.50</b>	<b>19.50</b>	<b>19.50</b>	<b>19.50</b>	<b>19.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,552,898	\$ 1,610,221	\$ 1,553,913	\$ 1,564,975	\$ 1,564,975
Supplies	58,913	73,210	288,895	290,857	290,857
Other Services & Chgs	153,253	168,979	169,794	161,213	161,213
Intergovernmental Svcs	1,079	2,300	2,300	2,300	2,300
Interfund Services	-	500	500	500	500
<b>Total Current Expense</b>	<b>\$ 1,766,143</b>	<b>\$ 1,855,210</b>	<b>\$ 2,015,402</b>	<b>\$ 2,019,845</b>	<b>\$ 2,019,845</b>
Transfers	-	-	-	-	-
Capital Outlay	260,742	216,500	11,061	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 2,026,885</b>	<b>\$ 2,071,710</b>	<b>\$ 2,026,463</b>	<b>\$ 2,019,845</b>	<b>\$ 2,019,845</b>

**2015 Budget**



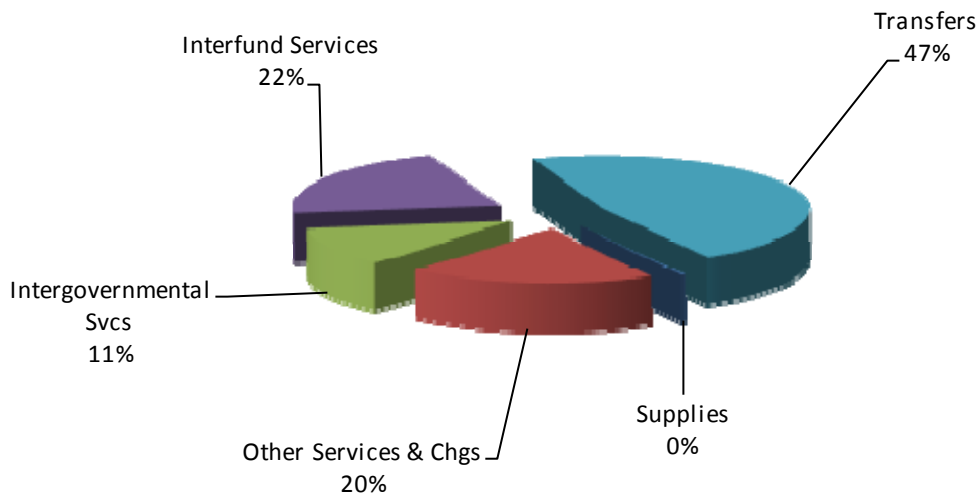
### General Fund Administrative Services Department Non-Departmental

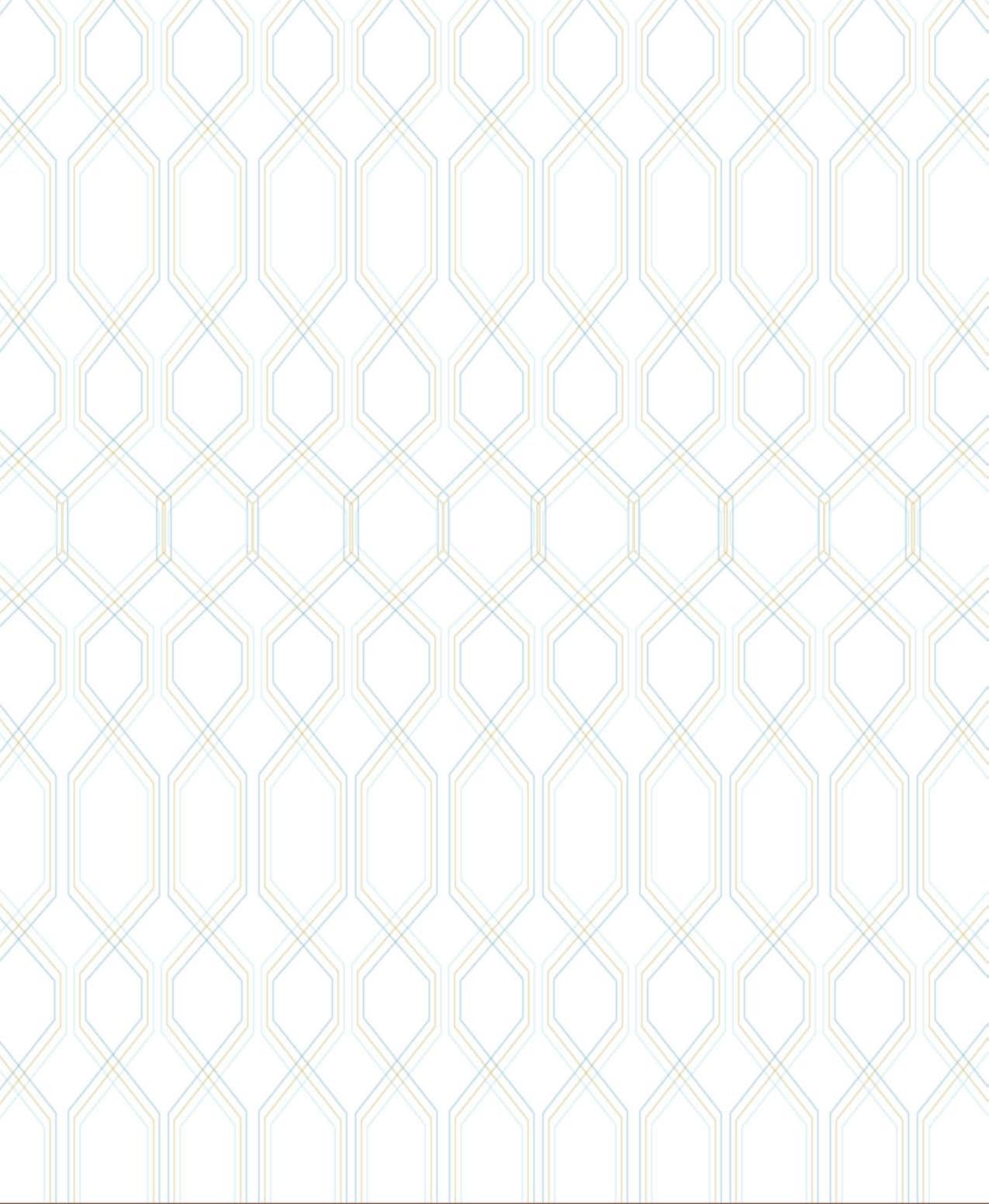
**Mission Statement:** The Non-Departmental Division accounts for items which do not relate to any specific department or which are difficult to distribute such as central switchboard and insurance. The division maintains reserves for unanticipated expenses of the General, City Streets and Library Fund. This division also accounts for transfers required to operate other funds.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	399	10,600	11,900	11,900	11,900
Other Services & Chgs	743,553	803,455	1,016,043	878,711	878,711
Intergovernmental Svcs	11,268	14,800	504,800	514,000	514,000
Interfund Services	733,812	985,807	938,115	979,739	979,739
<b>Total Current Expense</b>	<b>\$ 1,489,032</b>	<b>\$ 1,814,662</b>	<b>\$ 2,470,858</b>	<b>\$ 2,384,350</b>	<b>\$ 2,384,350</b>
Transfers	5,077,138	4,872,902	4,590,908	2,287,355	2,129,333
Capital Outlay	47,276	4,826,240	197,640	-	-
Debt Services	981,853	985,163	733,913	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 7,595,299</b>	<b>\$ 12,498,967</b>	<b>\$ 7,993,319</b>	<b>\$ 4,671,705</b>	<b>\$ 4,513,683</b>

### 2015 Budget





# SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

City Streets Fund (101) is used to account for revenues from state fuel taxes distributed by the State of Washington and other restricted, committed and assigned revenues used for operation and maintenance of City streets.

Park Reserve Fund (111) accounts for all funds received from the sale of non-industrial land and any gifts and bequests directed to the City for the acquisition and development of public open spaces.

Industrial Development Fund (112) accounts for all revenues generated by the sale of industrial property. The proceeds are expended for purposes of industrial development.

Criminal Justice Fund (114) accounts for revenues distributed by the state for criminal justice purposes.

PFD Facility Contingency Fund (116) accounts for and reports annual deposits from Richland Public Facility District to the City to fund a contingency reserve for the PFD facility, per contract between the City and the PFD.

Criminal Justice Sales Tax Fund (117) accounts for and reports the proceeds of a voter approved .3% increase in sales tax to fund criminal justice activities. The increase is effective January 1, 2015 and will sunset after ten years.

Hotel/Motel Tax Fund (150) accounts for revenues derived from a 4% excise tax on lodging. State law requires that the funds be used for tourism promotion and/or acquisition, operation and maintenance of tourism related facilities.

Special Lodging Assessment Fund (151) accounts for revenue derived from lodging within the tourism promotion area. The proceeds are to be paid to the tourism promotion area manager solely for the purpose of tourism promotion.

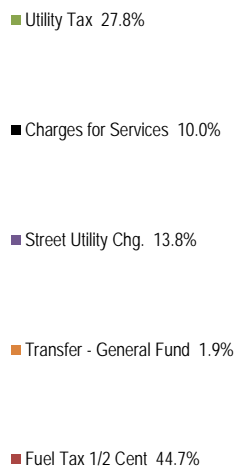
Community Development Block Grant (CDBG) Fund (153) accounts for and reports proceeds from the federal Community Development HUD Block Grant Program.

Home Fund (154) accounts for the Community Development Investments Partnership Program.

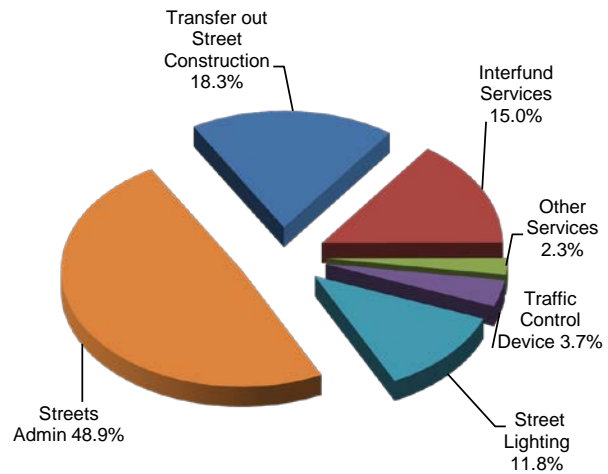
# CITY STREETS FUND 101

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 14,470,842	\$ 2,540,882	\$ 2,339,560
Current Expenditures	(2,371,860)	(3,355,226)	(2,911,208)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	12,098,982	(814,344)	(571,648)
Non-Current Revenues	4,643,207	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(16,939,157)	-	-
Expanded Programs	-	-	(43,325)
	-	-	-
Current Revenue Over (Under) All Expenditures	(196,968)	(814,344)	(614,973)
Beginning Fund Balance	1,037,647	840,679	614,973
Ending Fund Balance (Reserves)	840,679	26,335	-
Projected Reserves:			
Unassigned Fund Balance	40,429	-	-
Other Reserves	800,250	26,335	-
Totals	\$ 840,679	\$ 26,335	\$ -

## Revenues

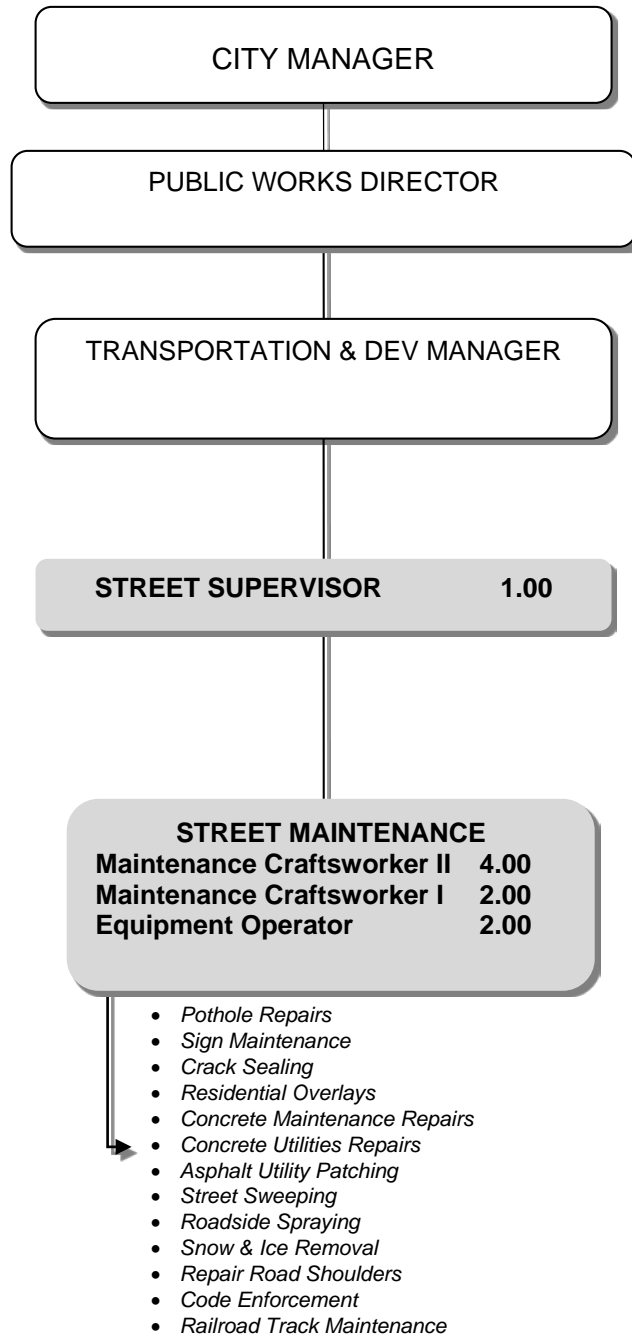


## Expenditures by Activity



**City Streets Fund  
Public Works Department  
STREET MAINTENANCE DIVISION**

2015 FUNCTIONAL CHART



**City Streets Fund  
Public Works Department  
Street Maintenance Division**

**Mission Statement:** Richland Streets uses best management practices to maintain streets, sidewalks and trail facilities, supporting safe and efficient mobility for all the community's travelers.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Pavement Condition Rating (Arterial & Collector)	78	78	78	77
Pavement Condition Rating (Residential)	78	78	78	77
Number of times street swept (annually)	4	4	4	4
Travel time (pm peak) on North Stevens (from Horn Rapids Road) to SR 240 (min:sec)	N/A*	9:00	9:10	9:10
Travel time (pm peak) on George Washington Way (from Horn Rapids Road) to Columbia Point Drive (min:sec)	N/A*	12:39	13:10	13:10
Citizen satisfaction ratings of clean streets (rating of good or better)	79.6%	N/A*	N/A*	N/A*

*\*N/A: Indicates either new measurement or a survey had not been conducted that year.*



**City Streets Fund  
Public Works Department  
Street Maintenance Division**

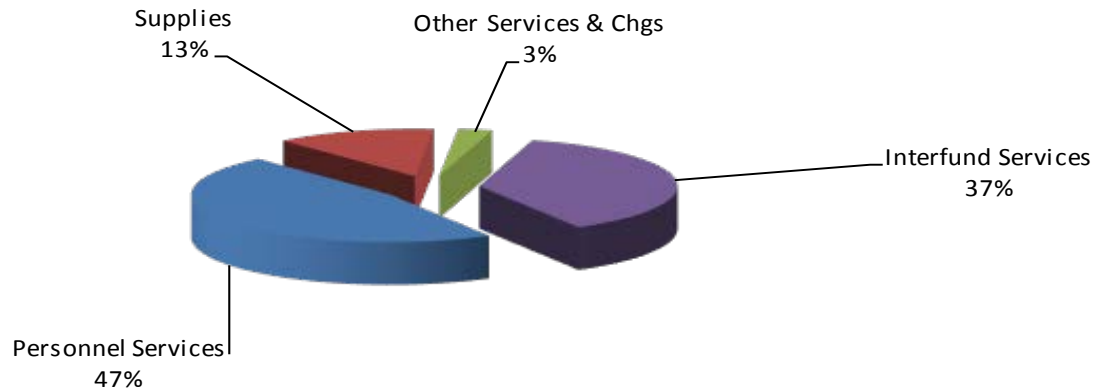
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Streets Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Craftworker II	5.00	5.00	5.00	4.00	4.00
Maintenance Craftworker I	2.00	2.00	2.00	2.00	2.00
Equipment Operator	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time Positions:</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,005,376	\$ 1,103,200	\$ 1,099,251	\$ 1,113,185	\$ 1,113,185
Supplies	284,901	315,544	314,644	311,196	311,196
Other Services & Chgs	41,972	58,101	56,351	66,145	66,145
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	772,964	815,549	901,614	888,285	888,285
<b>Total Current Expense</b>	<b>\$ 2,105,213</b>	<b>\$ 2,292,394</b>	<b>\$ 2,371,860</b>	<b>\$ 2,378,811</b>	<b>\$ 2,378,811</b>
Transfers	201,805	-	-	976,415	532,397
Capital Outlay	6,487,462	1,271,063	16,939,157	-	43,325
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 8,794,480</b>	<b>\$ 3,563,457</b>	<b>\$ 19,311,017</b>	<b>\$ 3,355,226</b>	<b>\$ 2,954,533</b>

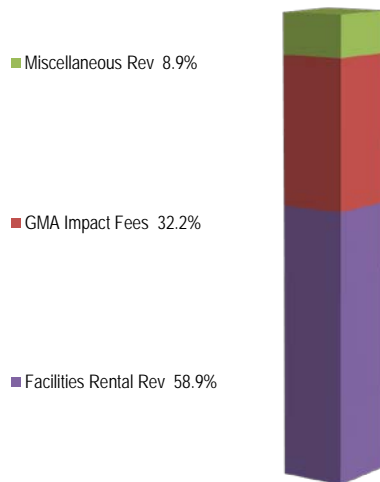
**2015 Budget**



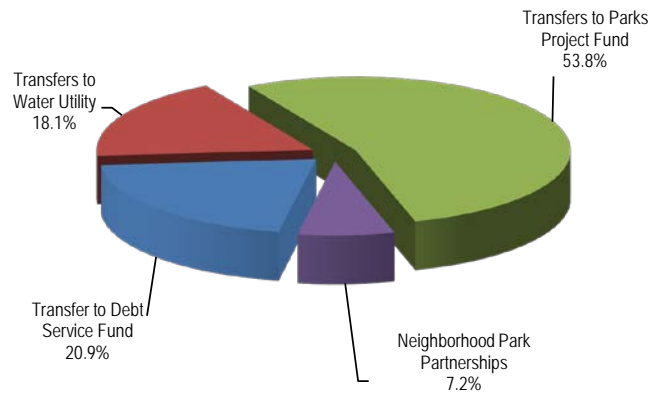
# PARK RESERVE FUND 111

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 280,000	\$ 280,000	\$ 280,000
Current Expenditures	(109,375)	(77,975)	(81,000)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	170,625	202,025	199,000
Non-Current Revenues	210,000	-	-
Non-Current Expenditures	(311,000)	(199,000)	(199,000)
Capital Outlay	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	69,625	3,025	-
Beginning Fund Balance	291,493	361,118	-
Ending Fund Balance (Reserves)	361,118	364,143	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	99,081	57,106	-
Other Reserves	262,037	307,037	-
Totals	\$ 361,118	\$ 364,143	\$ -

## Revenues



## Expenditures by Activity



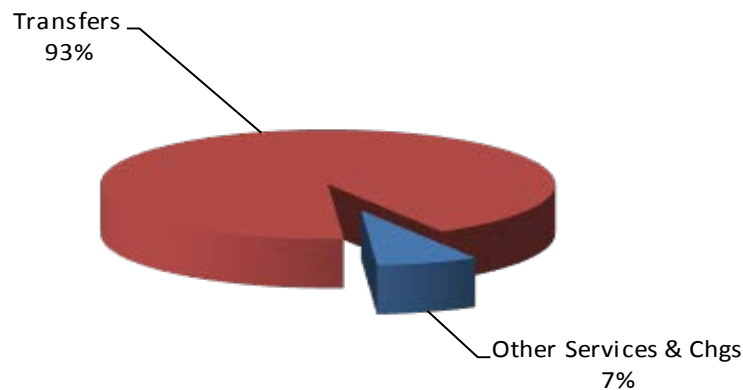
**Park Reserve Fund  
Parks and Public Facilities Department  
PARK RESERVE**

**Mission Statement:** Park Reserve Fund is financed by receipts from the sale of non-industrial land, leases of park property and any gifts and bequests directed to the city for the acquisition and development of public open spaces, with a provision that council may otherwise designate funds received from the sale of non-industrial property.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	42,108	20,000	20,000	20,000	20,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 42,108</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
Transfers	368,275	210,375	400,375	107,975	256,975
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 410,383</b>	<b>\$ 230,375</b>	<b>\$ 420,375</b>	<b>\$ 127,975</b>	<b>\$ 276,975</b>

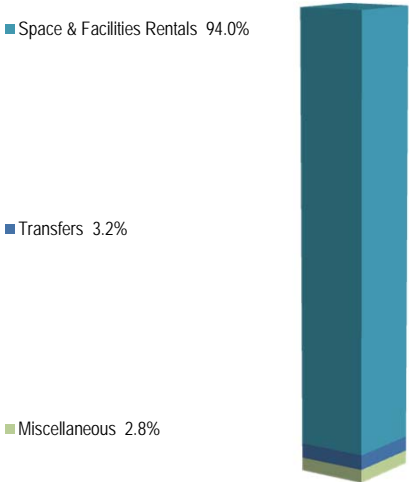
**2015 Budget**



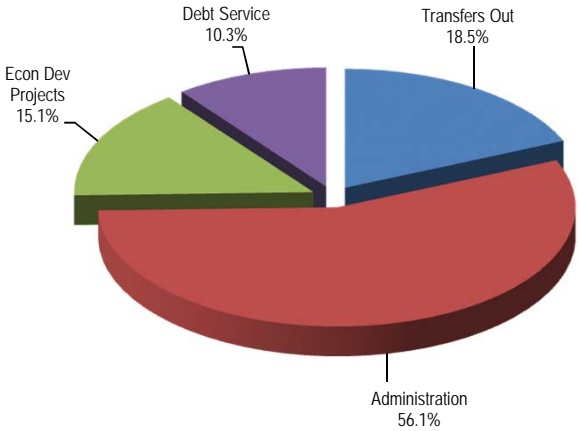
# INDUSTRIAL DEVELOPMENT FUND 112

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 511,973	\$ 1,666,117	\$ 1,059,689
Current Expenditures	(6,319,806)	(822,780)	(965,136)
Debt Service	(106,257)	(94,553)	(94,553)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(5,914,090)	748,784	-
Non-Current Revenues	6,667,013	-	-
Non-Current Expenditures	(4,031,191)	-	-
Capital Outlay	(5,393,043)	-	-
Expanded Programs	-	-	-
Approved CIP Projects/Purchases	-	-	-
Current Revenue Over (Under) All Expenditures	(8,671,311)	748,784	-
Beginning Fund Balance	9,603,268	931,957	-
Ending Fund Balance (Reserves)	931,957	1,680,741	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	931,957	1,680,741	-
	-	-	-
Totals	\$ 931,957	\$ 1,680,741	\$ -

**Revenues**

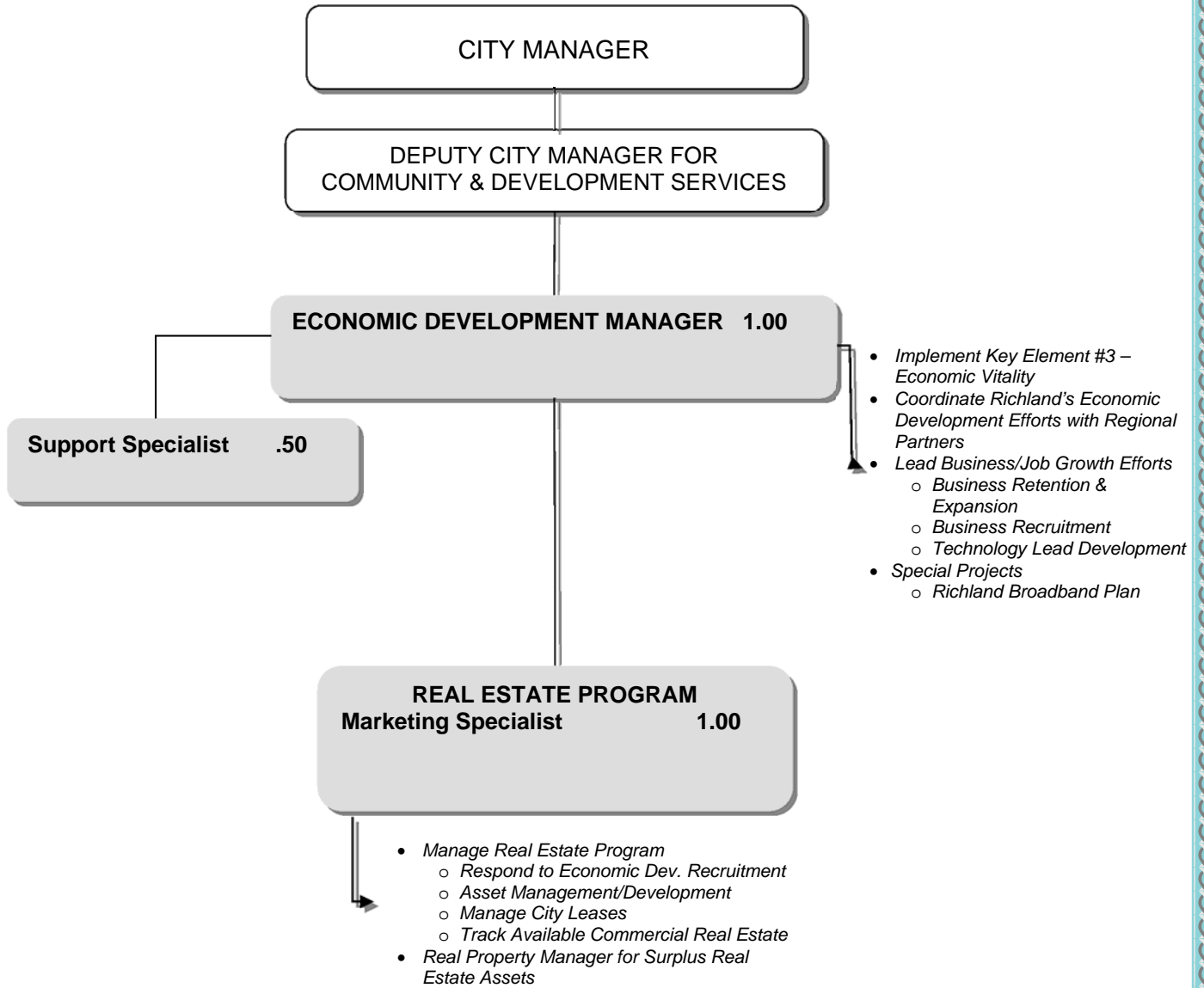


**Expenditures by Activity**



**Industrial Development Fund  
Community and Development Services  
ECONOMIC DEVELOPMENT DIVISION**

2015 FUNCTIONAL CHART



**Industrial Development Fund  
Community and Development Services  
Economic Development Division**

**Mission Statement:** The Economic Development Division acts as a business advocate within the City and is responsible for growing and diversifying the City’s economy by encouraging growth of existing businesses, recruiting businesses from outside the City, fostering business creation through entrepreneurship, and promoting redevelopment. The Division also acts as the City’s agent in managing surplus land and provides oversight of the City’s business funding programs.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Non-residential assessed value as a percentage of total assessed value	29.70%	35.15%	35.77%	36.25%
Horn Rapids total assessed value (in millions)	N/A	\$240.60	\$247.50	\$267.50

### Industrial Development Fund Community and Development Services Economic Development Division

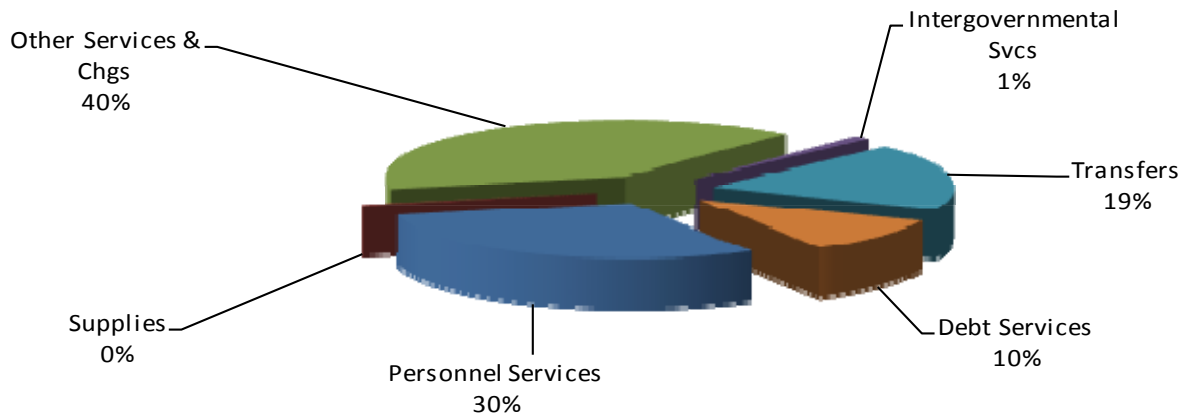
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Economic Development Manager	1.00	1.00	1.00	1.00	1.00
Marketing Specialist	1.00	1.00	1.00	1.00	1.00
Business & Economic Dev. Analyst	1.00	0.00	0.00	0.00	0.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>3.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 347,477	\$ 300,766	\$ 108,008	\$ 272,569	\$ 272,569
Supplies	2,070	3,500	600	2,500	2,500
Other Services & Chgs	400,206	329,429	866,684	365,649	365,649
Intergovernmental Svcs	1,426,533	28,111	3,542,621	12,383	10,403
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 2,176,286</b>	<b>\$ 661,806</b>	<b>\$ 4,517,913</b>	<b>\$ 653,101</b>	<b>\$ 651,121</b>
Transfers	1,804,888	227,962	5,833,084	169,679	169,679
Capital Outlay	1,461,829	36,000	5,393,043	-	-
Debt Services	204,299	106,257	106,257	94,553	94,553
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 5,647,302</b>	<b>\$ 1,032,025</b>	<b>\$ 15,850,297</b>	<b>\$ 917,333</b>	<b>\$ 915,353</b>

### 2015 Budget



## CRIMINAL JUSTICE FUND 114

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 57,799	\$ 58,043	\$ 58,043
Current Expenditures	(41,980)	(47,724)	(58,043)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	15,819	10,319	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	15,819	10,319	-
Beginning Fund Balance	108,521	124,340	-
Ending Fund Balance (Reserves)	124,340	134,659	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	124,340	134,659	-
Totals	\$ 124,340	\$ 134,659	\$ -



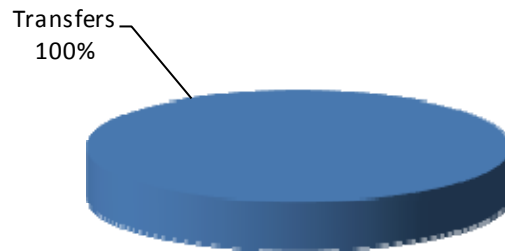
**Criminal Justice Fund  
Police Services Department  
Criminal Justice**

**Mission Statement:** The Criminal Justice Fund is funded by Chapter 1, Laws of 1990, 2nd Extraordinary Session of the State of Washington. Monies received in this fund are earmarked exclusively for criminal justice purposes and shall not be used to replace or supplant existing funding.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	56,233	46,003	41,980	42,224	47,724
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$56,233</b>	<b>\$ 46,003</b>	<b>\$ 41,980</b>	<b>\$ 42,224</b>	<b>\$ 47,724</b>

**2015 Budget**



## PFD FACILITY CONTINGENCY FUND 116

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 69,509	\$ 69,509	\$ 69,509
Current Expenditures	-	-	-
Debt Service			
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	69,509	69,509	69,509
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	69,509	69,509	69,509
Beginning Fund Balance	-	69,509	-
Ending Fund Balance (Reserves)	69,509	139,018	69,509
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	69,509	139,018	-
Totals	\$ 69,509	\$ 139,018	\$ -

**PFD Facility Contingency Fund  
Community and Development Services  
Public Facilities District**

**Mission Statement:** Contract number 40-13 between the City of Richland and the Richland Public Facility District (PFD) required the creation of a reserve fund to place annual payments from the PFD which will help ensure that facilities built by the PFD on land subleased from the City and owned by the US Army Corps of Engineers are operated and maintained in compliance with all provisions of the sublease between the PFD and the City and the parent lease between the City and the Corps. In the event of default by the PFD the City would use the funds to restore the property per the parent lease with the Corps.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

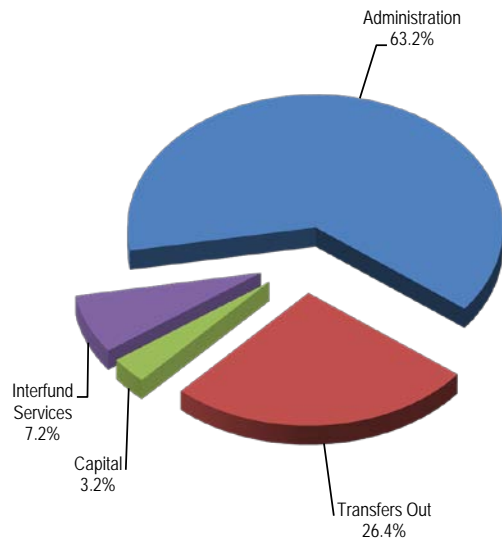
# CRIMINAL JUSTICE SALES TAX FUND 117

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ -	\$ 989,777	\$ 989,777
Current Expenditures	-	(822,437)	(962,310)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	167,340	27,467
Non-Current Revenues	-	-	-
Capital Outlay	-	(27,467)	(27,467)
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	-	139,873	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	139,873	-
Projected Reserves:			
Unassigned Fund Balance	-	139,873	-
Other Reserves	-	-	-
Totals	\$ -	\$ 139,873	\$ -

**Revenues**

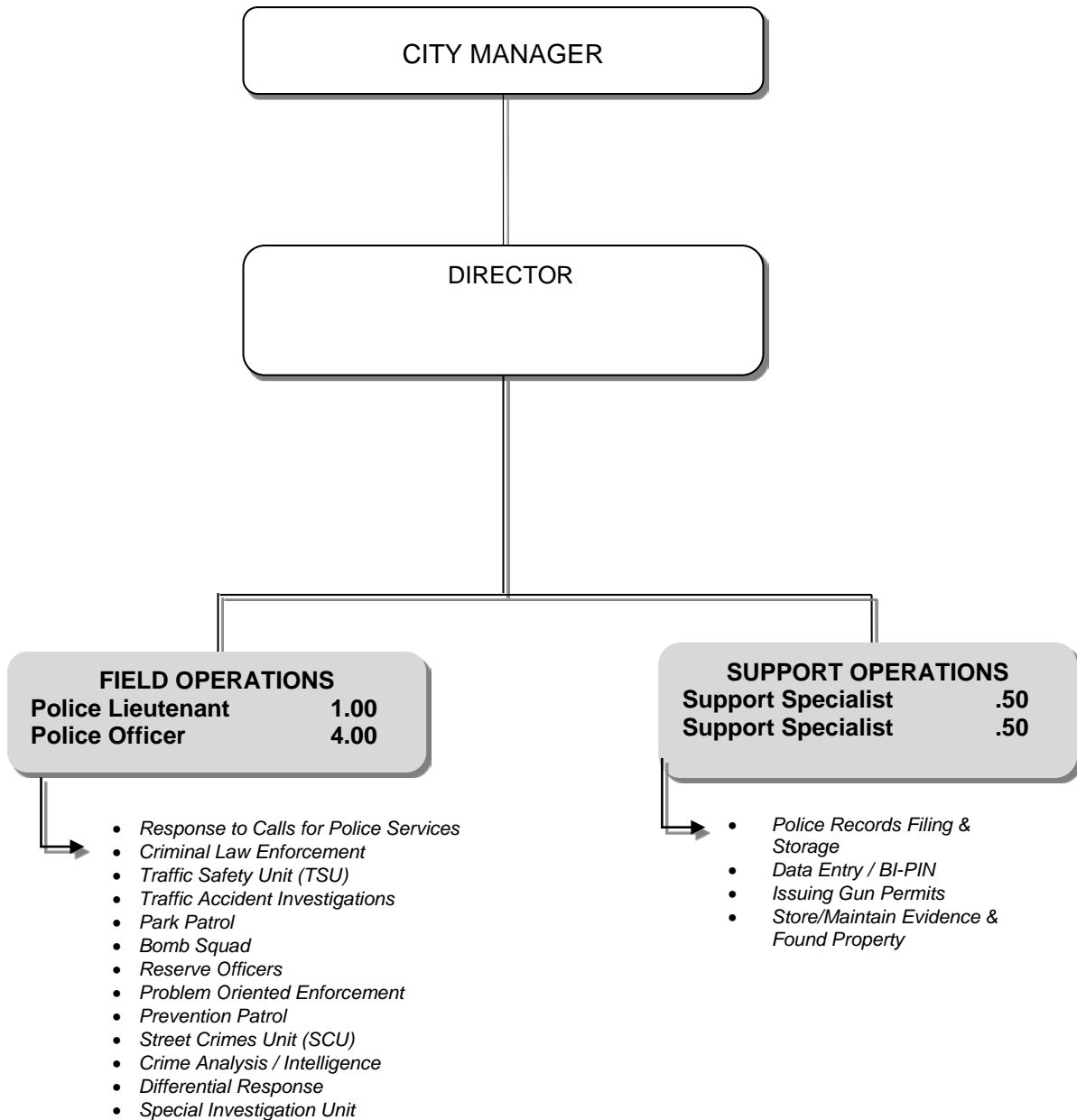


**Expenditures by Activity**



**Criminal Justice Sales Tax Fund  
City Administration  
POLICE SERVICES**

2015 FUNCTIONAL CHART



**Criminal Justice Sales Tax  
City Administration  
Police Services**

**Mission Statement:** In 2014 Benton County voters approved a new criminal justice sales tax of three tenths of one percent which becomes effective January 1, 2015. The tax increase is effective for ten years and will sunset December 31, 2024. The use of the funds is restricted to public safety and will be accounted for in this special revenue fund. We are committed to our values of Integrity, Teamwork and Excellence.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Not applicable – new fund in 2015

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

### Criminal Justice Sales Tax City Administration Police Services

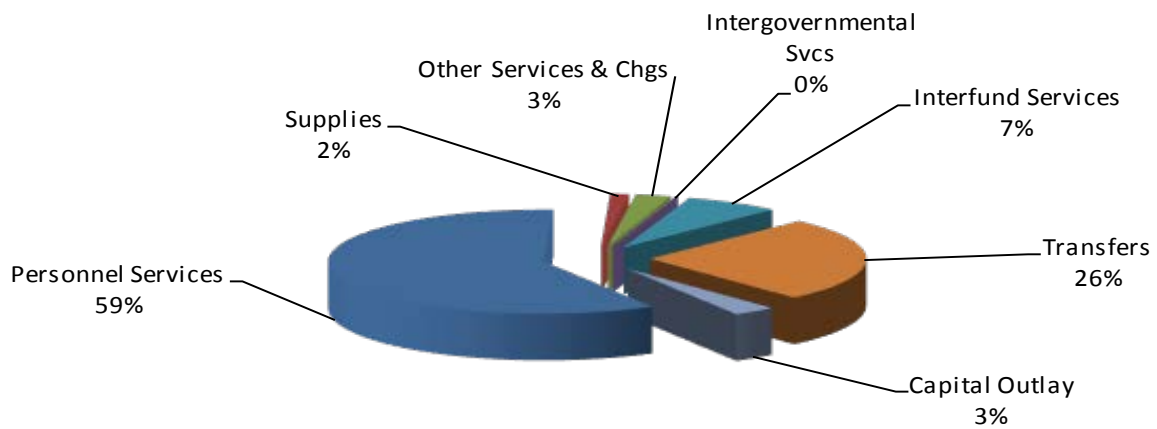
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Police Lieutenant	0.00	0.00	0.00	1.00	1.00
Police Officer	0.00	0.00	0.00	4.00	4.00
Support Specialist	0.00	0.00	0.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6.00</b>	<b>6.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ 501,521	\$ 501,521
Supplies	-	-	-	11,803	11,803
Other Services & Chgs	-	-	-	22,487	22,487
Intergovernmental Svcs	-	-	-	1,636	1,636
Interfund Services	-	-	-	35,755	60,990
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 573,202</b>	<b>\$ 598,437</b>
Transfers	-	-	-	224,000	224,000
Capital Outlay	-	-	-	27,467	27,467
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 824,669</b>	<b>\$ 849,904</b>

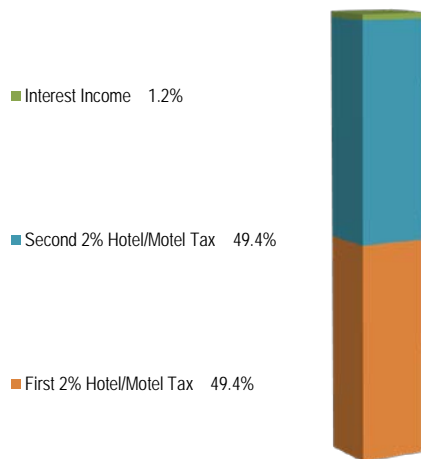
### 2015 Budget



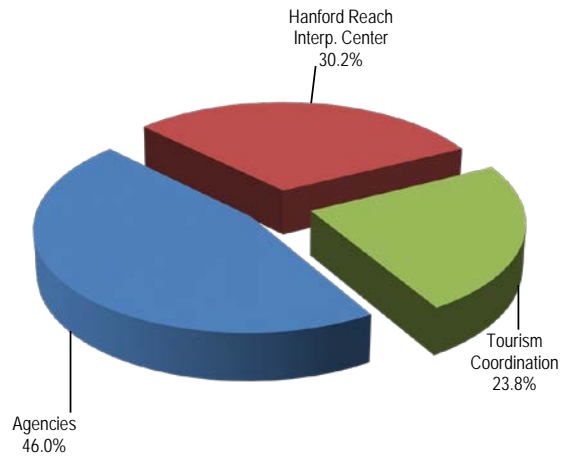
# HOTEL - MOTEL FUND 150

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 770,000	\$ 785,200	\$ 785,200
Current Expenditures	(686,017)	(413,057)	(785,200)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	83,983	372,143	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	(305,666)	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(221,683)	372,143	-
Beginning Fund Balance	368,384	146,701	-
Ending Fund Balance (Reserves)	146,701	518,844	-
Projected Reserves:			
Unassigned Fund Balance	58,418	162,961	-
Other Reserves	88,283	355,883	-
Totals	\$ 146,701	\$ 518,844	\$ -

**Revenues**



**Expenditures by Activity**





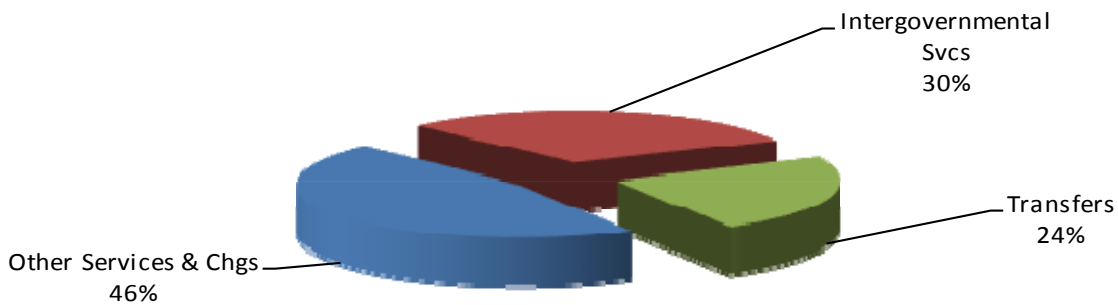
**Hotel/Motel Tax Fund  
Communications & Marketing Division  
Hotel/Motel Tax**

**Mission Statement:** The Communications & Marketing Office Division is responsible for administering the Hotel/Motel Tax Fund. Each year the City of Richland receives four percent from the room tax imposed upon hotels and motels located within the City as described in RCW 67.28.210. State law stipulates that revenues collected from the lodging tax be used solely for tourism promotion, acquisition of tourism related facilities or operation of tourism related facilities. The Lodging Tax Advisory Committee monitors the fund.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	543,498	187,683	462,981	189,887	189,887
Intergovernmental Svcs	-	-	125,000	125,000	125,000
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 543,498</b>	<b>\$ 187,683</b>	<b>\$ 587,981</b>	<b>\$ 314,887</b>	<b>\$ 314,887</b>
Transfers	1,009,235	476,352	403,702	98,170	98,170
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,552,733</b>	<b>\$ 664,035</b>	<b>\$ 991,683</b>	<b>\$ 413,057</b>	<b>\$ 413,057</b>

**2015 Budget**



## SPECIAL LODGING ASSESSMENT FUND 151

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 400,450	\$ 405,450	\$ 405,450
Current Expenditures	(421,037)	(405,450)	(405,450)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(20,587)	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(20,587)	-	-
Beginning Fund Balance	20,587	-	-
Ending Fund Balance (Reserves)	-	-	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

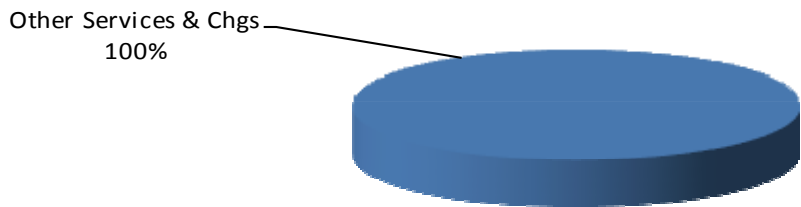
**Special Lodging Assessment Fund  
Communications & Marketing Division  
Tourism Promotion Area Division**

**Mission Statement:** The Communications & Marketing Office Division is responsible for administering the Special Lodging Assessment Fund. Each year the City of Richland receives four percent from the room tax imposed upon hotels and motels located within the City as described in RCW 67.28.210. State law stipulates that revenues collected from the lodging tax be used solely for tourism promotion, acquisition of tourism related facilities or operation of tourism related facilities. The Lodging Tax Advisory Committee monitors the fund.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	304,459	400,320	421,037	405,450	405,450
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 304,459</b>	<b>\$ 400,320</b>	<b>\$ 421,037</b>	<b>\$ 405,450</b>	<b>\$ 405,450</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 304,459</b>	<b>\$ 400,320</b>	<b>\$ 421,037</b>	<b>\$ 405,450</b>	<b>\$ 405,450</b>

**2015 Budget**

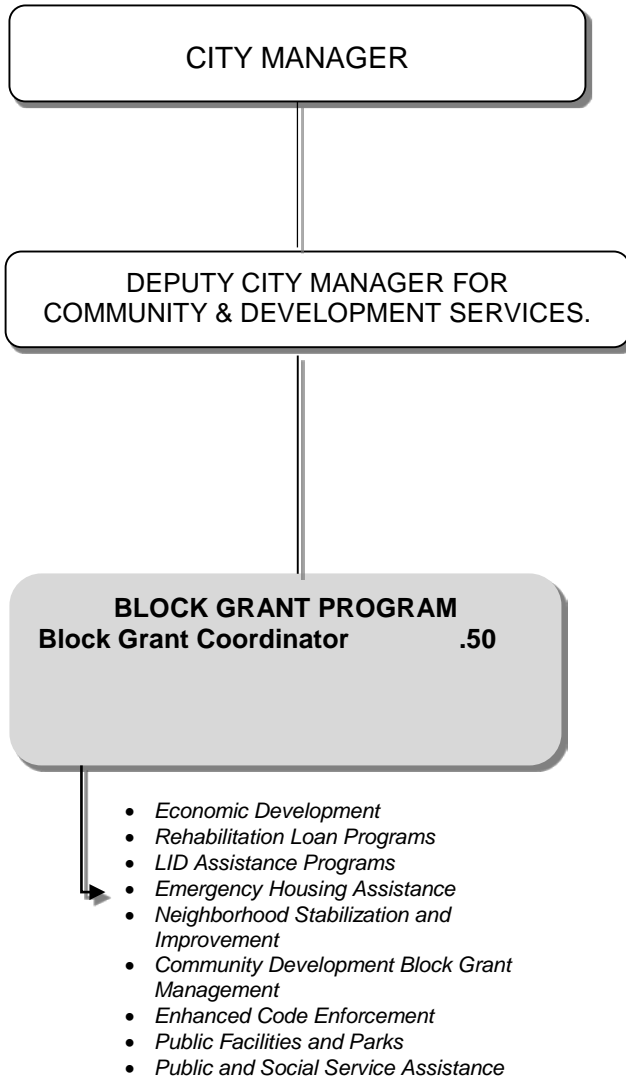


## HOUSING DEVELOPMENT FUND 153

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 555,083	\$ 221,943	\$ 221,943
Current Expenditures	(493,613)	(221,943)	(221,943)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	61,470	-	-
Capital Outlay	-	-	-
Increased Funding Requests	(110,179)	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(48,709)	-	-
Beginning Fund Balance	48,709	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

### Community and Development Services CDBG

#### 2015 FUNCTIONAL CHART



**Community and Development Services  
CDBG**

**Mission Statement:** Administer the City’s annual allocation of federal Community Development Block Grant funds to assist low and moderate income persons in accordance with the City’s five year consolidated planning strategy, Annual Action Plan, and Strategic Plan.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Private Capital Leveraged per dollar of Federal Affordable Housing Public Investment	\$13.43	\$11.71	\$12.75	\$12.63

### Community and Development Services CDBG

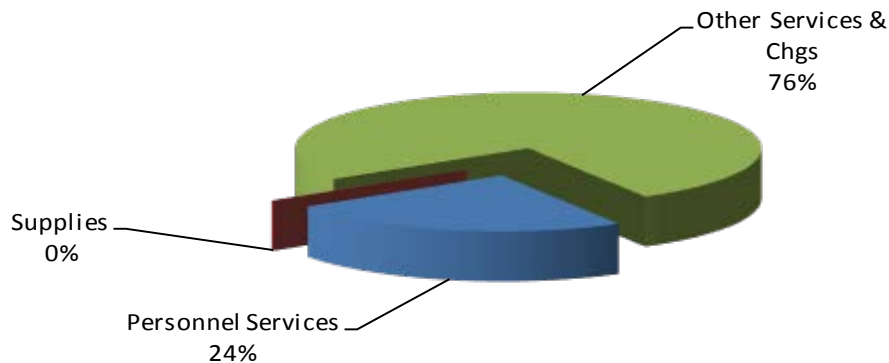
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Planning & Redevelopment Manager	0.05	0.05	0.00	0.00	0.00
Block Grant Coordinator	0.50	0.50	0.50	0.50	0.50
Housing Resource Specialist	0.75	0.75	0.75	0.00	0.00
<b>Total Full-Time Positions:</b>	<b>1.30</b>	<b>1.30</b>	<b>1.25</b>	<b>0.50</b>	<b>0.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 119,422	\$ 133,381	\$ 52,697	\$ 53,081	\$ 53,081
Supplies	2	400	200	200	200
Other Services & Chgs	119,091	63,322	423,439	168,662	168,662
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 238,515</b>	<b>\$ 197,103</b>	<b>\$ 476,336</b>	<b>\$ 221,943</b>	<b>\$ 221,943</b>
Transfers	36,059	60,000	127,456	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 274,574</b>	<b>\$ 257,103</b>	<b>\$ 603,792</b>	<b>\$ 221,943</b>	<b>\$ 221,943</b>

### 2015 Budget



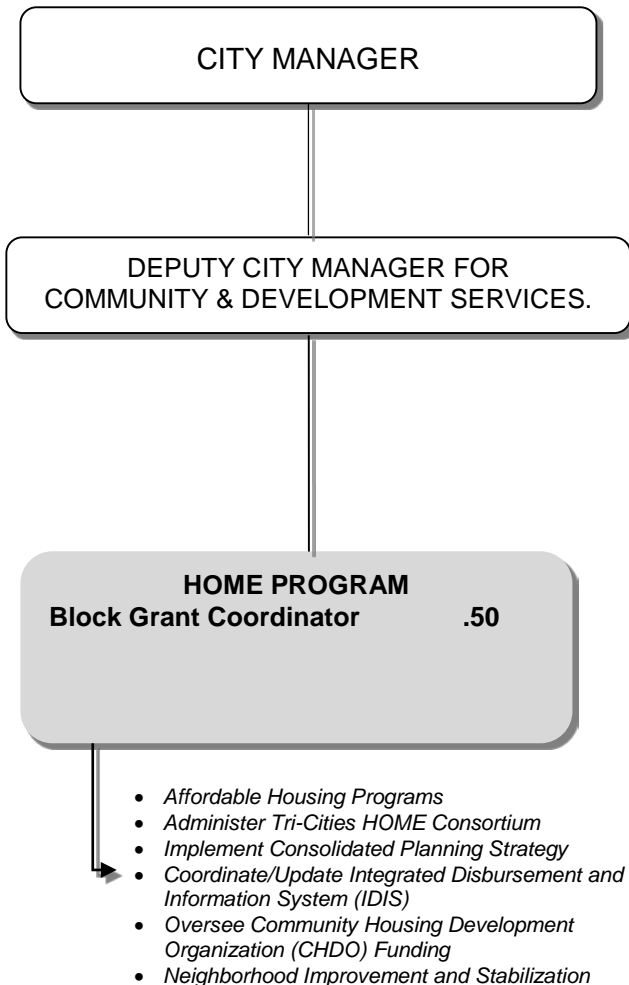
# HOME FUND 154

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 1,824,064	\$ 465,461	\$ 465,461
Current Expenditures	(1,824,064)	(465,461)	(465,461)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -



### Community and Development Services HOME

#### 2015 FUNCTIONAL CHART



## Community and Development Services HOME

**Mission Statement:** Administer the Tri-City HOME Consortium's annual allocation of funds from the federal HOME Investment Partnership Act of 1974 to assist low and moderate income persons in accordance with the City's five year consolidated planning strategy and the Annual Action Plan. Funds are used to implement affordable housing and neighborhood revitalization efforts in support of the Strategic Plan.

### 2014 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

### 2015 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

## Community and Development Services HOME

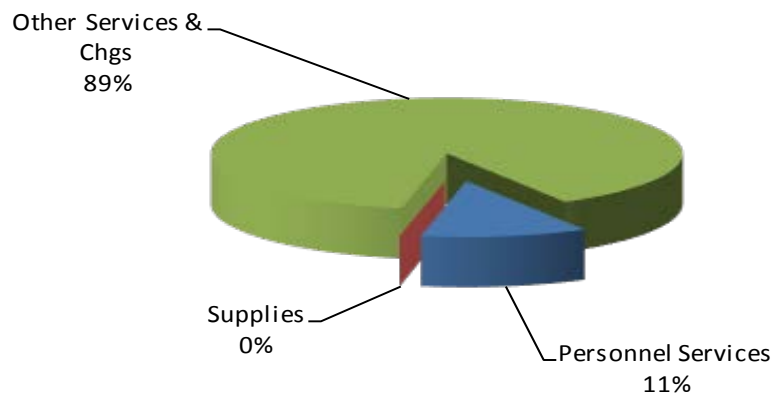
### Personnel Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Planning & Redevelopment Manager	0.05	0.00	0.00	0.00	0.00
Block Grant Coordinator	0.50	0.50	0.50	0.50	0.50
Housing Resource Specialist	0.20	0.25	0.25	0.00	0.00
<b>Total Full-Time Positions:</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.50</b>	<b>0.50</b>

### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 87,804	\$ 73,802	\$ 42,388	\$ 53,081	\$ 53,081
Supplies	6	200	50	50	50
Other Services & Chgs	387,285	389,546	1,751,897	412,330	412,330
Intergovernmental Svcs	24,859	-	29,729	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 499,954</b>	<b>\$ 463,548</b>	<b>\$ 1,824,064</b>	<b>\$ 465,461</b>	<b>\$ 465,461</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 499,954</b>	<b>\$ 463,548</b>	<b>\$ 1,824,064</b>	<b>\$ 465,461</b>	<b>\$ 465,461</b>

### 2015 Budget



# DEBT SERVICE FUNDS

Debt Service Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

LTGO Bond Fund (216) accounts for and reports financial resources that have been accumulated for principal and interest maturing in future years as well as current year resources to fund current year principal and interest payments on LTGO bonds not accounted for or reported in other debt service funds.

Fire Station 74 Bonds (217) accounts for and reports financial resources necessary to fund principal and interest payments on general obligation bonds issued in 2014 for construction of a new fire station in South Richland.

Police Station Debt Service Fund (218) accounts for and reports financial resources from a voter approved property tax to fund principal and interest payments on general obligation bonds. The bonds were issued in 1999 to fund construction of a new police station.

Richland Community Center Debt Service Fund (220) accounts for and reports financial resources from a voter approved property tax to fund principal and interest payments on general obligation bonds. The bonds were issued in 2000 to fund construction of a new Richland community center.

Library Debt Service Fund (222) accounts for and reports financial resources from a voter approved property tax to fund principal and interest payments on general obligation bonds. The 2007 unlimited tax general obligation bonds were issued to fund construction for the expansion and remodel of the Richland Library.

RAISE Debt Service Fund (224) accounts for and reports financial resources from a portion of Richland sales tax and Richland and other local property taxes to fund principal and interest payment on general obligation bonds issued. The bonds were issued in 2013 to fund infrastructure improvements in the Revitalization Area for Industry, Science and Education (RAISE).

LID Guaranty Fund (225) accounts for and reports financial resources from the sale of LID property and residual equity from the Special Assessment LID fund, to be used to maintain a 10% reserve for outstanding LID liens.

Special Assessment LID Fund (226) accounts for and reports financial resources from LID assessment payments.

## IMPROVEMENT/REFUND DEBT SERVICE FUND 216

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 730,031	\$ 1,380,166	\$ 1,180,166
Current Expenditures	-	(200,000)	-
Debt Service	(1,380,255)	(1,815,168)	(1,815,168)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(650,224)	(635,002)	(635,002)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(650,224)	(635,002)	(635,002)
Beginning Fund Balance	2,588,078	1,937,854	635,002
Ending Fund Balance (Reserves)	1,937,854	1,302,852	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	1,937,854	1,302,852	-
Totals	\$ 1,937,854	\$ 1,302,852	\$ -

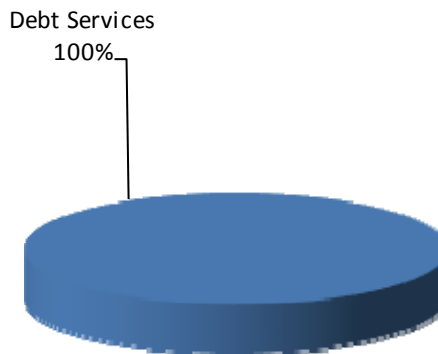
**LTGO Bonds Fund  
Administrative Services Department  
Limited Tax General Obligation Improvement**

**Mission Statement:** The Improvement Refunding Debt Service Fund was created by Ordinance No. 03-98 authorizing the sale of \$11,500,000 in "Limited Tax General Obligation Improvement Refunding Bonds, 1998". This fund accounts for principal and interest payments for the bonds.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,441,195	1,380,255	1,380,255	1,815,168	1,815,168
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,441,195</b>	<b>\$ 1,380,255</b>	<b>\$ 1,380,255</b>	<b>\$ 1,815,168</b>	<b>\$ 1,815,168</b>

**2015 Budget**



## FIRE STATION 74 DEBT SERVICE FUND 217

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 41,177	\$ 238,707	\$ 238,707
Current Expenditures	-	-	(250)
Debt Service	(40,477)	(238,457)	(238,457)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	700	250	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
	700	250	-
Beginning Fund Balance	-	700	-
Ending Fund Balance (Reserves)	700	950	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	700	950	-
Totals	\$ 700	\$ 950	\$ -

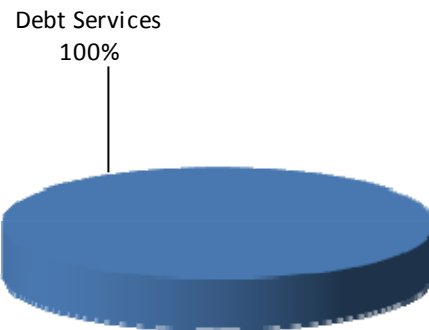
**Fire Station 74 Bond Fund  
Administrative Services Department  
Fire Station Debt Service**

**Mission Statement:** The Fire Station 74 Bond Fund will account for the principal and interest payments on General Obligation bonds scheduled for issue in 2014. The bonds will fund the construction of a new Fire Station in South Richland. A portion of the electric utility occupation tax will be utilized to fund the debt service on these bonds.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	571,800	41,177	238,457	238,457
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ 571,800</b>	<b>\$ 41,177</b>	<b>\$ 238,457</b>	<b>\$ 238,457</b>

**2015 Budget**





## POLICE STATION DEBT SERVICE FUND 218

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 265,323	\$ 272,588	\$ 272,588
Current Expenditures	-	-	(8,965)
Debt Service	(261,823)	(263,623)	(263,623)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	3,500	8,965	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	3,500	8,965	-
Beginning Fund Balance	2,493	5,993	-
Ending Fund Balance (Reserves)	5,993	14,958	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	5,993	14,958	-
Totals	\$ 5,993	\$ 14,958	\$ -

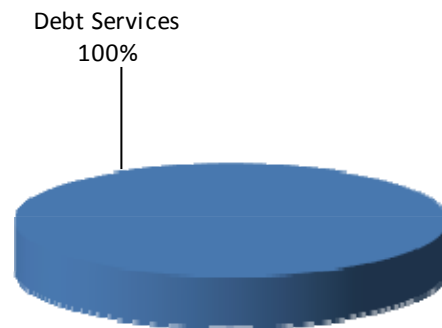
**Police Station Bond Fund  
Administrative Services Department  
Police Station Debt Service**

**Mission Statement:** The Police Station Debt Service Fund accounts for the principal and interest payments on the \$3,339,000 Police Station Bond Issue. This fund was created by Ordinance No. 16-98 which also authorized the sale of the bonds. This account is funded primarily by property tax assessments and is scheduled for final debt service payment in 2019.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	269,022	261,823	261,823	263,623	263,623
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 269,022</b>	<b>\$ 261,823</b>	<b>\$ 261,823</b>	<b>\$ 263,623</b>	<b>\$ 263,623</b>

**2015 Budget**



## RICHLAND COMMUNITY CTR DEBT SERVICE FUND 220

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 330,408	\$ 342,463	\$ 342,463
Current Expenditures	-	-	(11,255)
Debt Service	(326,408)	(331,208)	(331,208)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	4,000	11,255	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	4,000	11,255	-
Beginning Fund Balance	(271)	3,729	-
Ending Fund Balance (Reserves)	3,729	14,984	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	3,729	14,984	-
Totals	\$ 3,729	\$ 14,984	\$ -

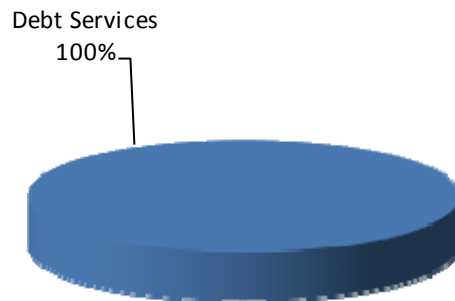
**Richland Community Center Bond Fund  
Administrative Services Department  
Richland Community Center Debt Service**

**Mission Statement:** The Richland Center Debt Service Fund was created by Ordinance No. 25-00 authorizing the sale of \$3,895,000 in General Obligation Bonds, and creating a Richland Community Center Debt Service Fund for payment of these bonds. The fund is funded through property tax assessments and accounts for all interest and principal payments on the bonds.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	325,208	326,408	326,408	331,208	331,208
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 325,208</b>	<b>\$ 326,408</b>	<b>\$ 326,408</b>	<b>\$ 331,208</b>	<b>\$ 331,208</b>

**2015 Budget**



## LIBRARY DEBT SERVICE FUND 222

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 1,335,038	\$ 1,403,900	\$ 1,403,900
Current Expenditures	-	-	(46,912)
Debt Service	(1,319,840)	(1,356,988)	(1,356,988)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	15,198	46,912	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	15,198	46,912	-
Beginning Fund Balance	15,357	30,555	-
Ending Fund Balance (Reserves)	30,555	77,467	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	30,555	77,467	-
Totals	\$ 30,555	\$ 77,467	\$ -

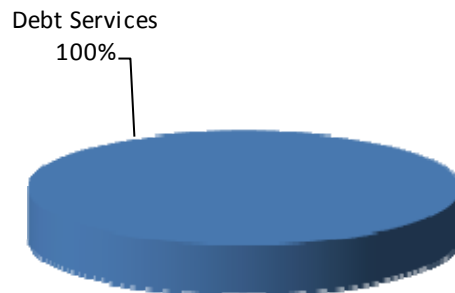
**Library Bond Fund  
Administrative Services Department  
Library Debt Service**

**Mission Statement:** The Library Debt Service Fund was created by Ordinance No. 07-07 authorizing the sale of \$17,250,000 in General Obligation Bonds, and creating a Library Debt Service Fund for payment of these bonds. The fund is funded through property tax assessments and accounts for all interest and principal payments on the bonds.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,280,038	1,320,538	1,319,840	1,356,988	1,356,988
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,280,038</b>	<b>\$ 1,320,538</b>	<b>\$ 1,319,840</b>	<b>\$ 1,356,988</b>	<b>\$ 1,356,988</b>

**2015 Budget**



## RAISE DEBT SERVICE FUND 224

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 658,322	\$ 564,256	\$ 564,256
Current Expenditures	-	-	-
Debt Service	(658,622)	(656,958)	(656,958)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(300)	(92,702)	(92,702)
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
	(300)	(92,702)	(92,702)
Beginning Fund Balance	93,002	92,702	92,702
Ending Fund Balance (Reserves)	92,702	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	92,702	-	-
Totals	\$ 92,702	\$ -	\$ -

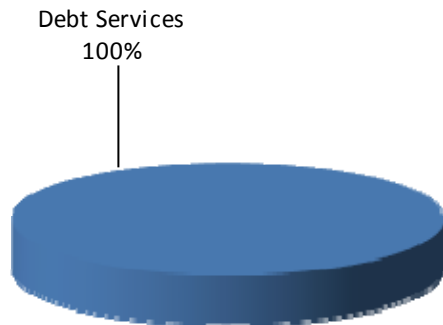
**RAISE Debt Service Fund  
Administrative Services Department  
RAISE Debt Service**

**Mission Statement:** The Revitalization Area for Industry, Science and Education (RAISE) was created by Ordinance No. 23-10 and accounts for principal and interest payment on general obligations bonds to be issued to fund infrastructure improvements in the area.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	656,998	658,322	658,622	656,958	656,958
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 656,998</b>	<b>\$ 658,322</b>	<b>\$ 658,622</b>	<b>\$ 656,958</b>	<b>\$ 656,958</b>

**2015 Budget**

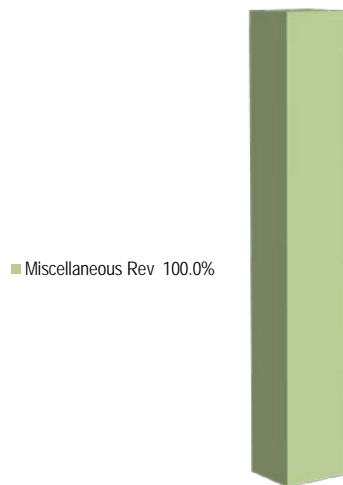




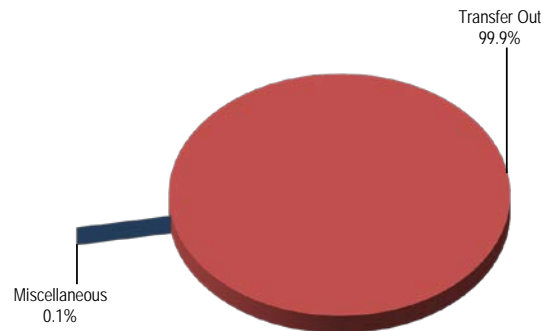
# LID GUARANTY FUND 225

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues+A1472A1472:D1490	\$ 683,541	\$ 3,500	\$ 3,500
Current Expenditures	(150,010)	(150,010)	(150,010)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	533,531	(146,510)	(146,510)
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	533,531	(146,510)	(146,510)
Beginning Fund Balance	53,258	586,789	146,510
Ending Fund Balance (Reserves)	586,789	440,279	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	568,289	427,279	-
Other Reserves	18,500	13,000	-
Additional Reserves	-	-	-
Totals	\$ 586,789	\$ 440,279	\$ -

**Revenues**



**Expenditures by Activity**



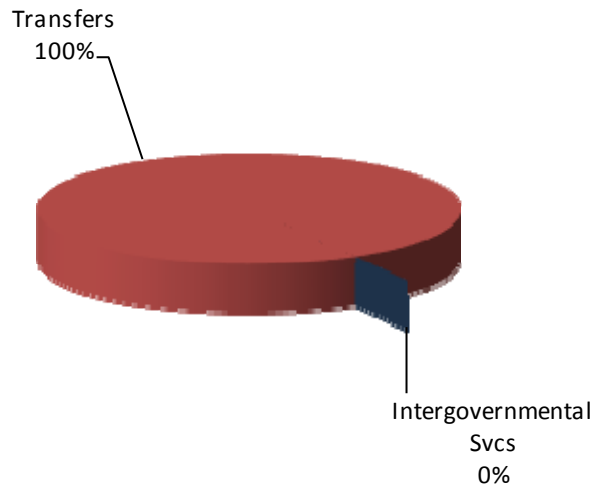
**LID Guaranty Fund  
Administrative Services Department  
LID Guaranty**

**Mission Statement:** The LID Guaranty Fund guarantees the payment of its bonds and warrants issued to pay for any local improvements in local improvement districts in the City of Richland. The fund is required to maintain a balance of at least 10% of the outstanding bonds. Balances over the 10% requirement may be transferred (at the direction of the City Council) to the General Fund.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	150	-	-	-
Intergovernmental Svcs	7	10	10	10	10
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 7</b>	<b>\$ 160</b>	<b>\$ 10</b>	<b>\$ 10</b>	<b>\$ 10</b>
Transfers	150,000	150,000	150,000	150,000	150,000
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 150,007</b>	<b>\$ 150,160</b>	<b>\$ 150,010</b>	<b>\$ 150,010</b>	<b>\$ 150,010</b>

**2015 Budget**



## SPECIAL ASSESSMENT DEBT SERVICE FUND 226

Description	Estimated	Baseline	Adopted
	2014 Budget	2015 Budget	2015 Budget
Current Revenues	\$ 55,047	\$ 46,168	\$ 46,168
Current Expenditures	-	-	(39,168)
Debt Service	(4,505)	(7,000)	(7,000)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	50,542	39,168	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
	50,542	39,168	-
Beginning Fund Balance	(40,605)	9,937	-
Ending Fund Balance (Reserves)	9,937	49,105	-
Projected Reserves:			
Unassigned Fund Balance	9,937	49,105	-
Other Reserves	-	-	-
Totals	\$ 9,937	\$ 49,105	\$ -

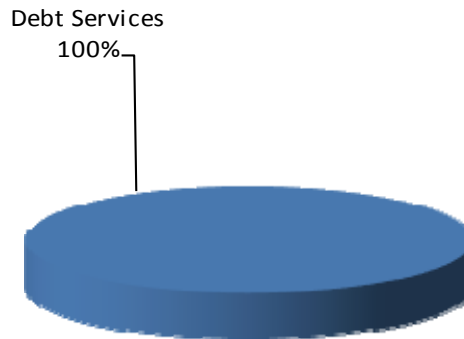
**Special Assessment Debt Service Fund  
Administrative Services Department  
Special Assessment Debt Service**

**Mission Statement:** The Special Assessment debt service fund accounts for annual payments of interest and principal for Local Improvement District (LID) assessments and for annual payments of the bonds or loans that were secured to finance construction of the improvements.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	8,476	12,100	4,505	7,000	7,000
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 8,476</b>	<b>\$ 12,100</b>	<b>\$ 4,505</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>

**2015 Budget**



# ENTERPRISE FUNDS

Enterprise Funds are used to account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supporting by user charges. The operations of Enterprise Funds are accounted for in such a manner as to show a profit or loss similar to comparable private enterprises.

Electric Fund (401) is used to account for the provision of electric service to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, maintenance, operations and debt service.

Water Fund (402) is used to account for the provision of water service to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, maintenance, operations and debt service.

Wastewater Fund (403) is used to account for the provision of water treatment service to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, maintenance, operations and debt service.

Solid Waste Fund (404) is used to account for the provision of solid waste collection, disposal, and recycling service to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, collection, disposal, landfill closure, and debt service.

Stormwater Fund (405) is used to account for the provision of stormwater service to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including administration, maintenance, operations and debt service.

Golf Course Fund (406) is used to account for the provision of Columbia Point Golf service to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including maintenance, operations and debt service.

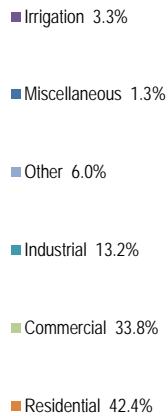
Medical Services Fund (407) is used to account for the provision of ambulance service to the residents of the City. All activities necessary to provide such service are accounted for in this fund.

Broadband Fund (408) is used to account for capital expenditures related to the design and construction of fiber optic infrastructure.

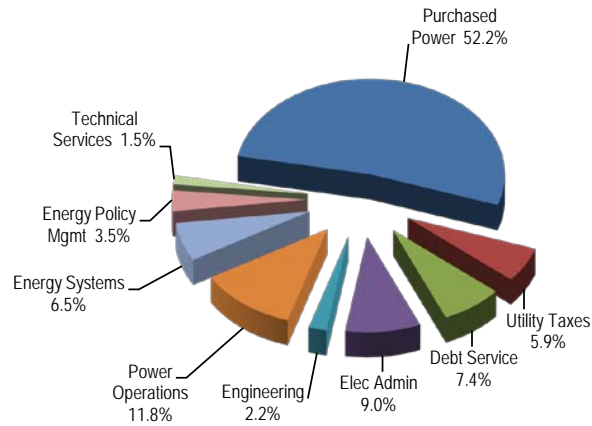
# ELECTRIC FUND 401

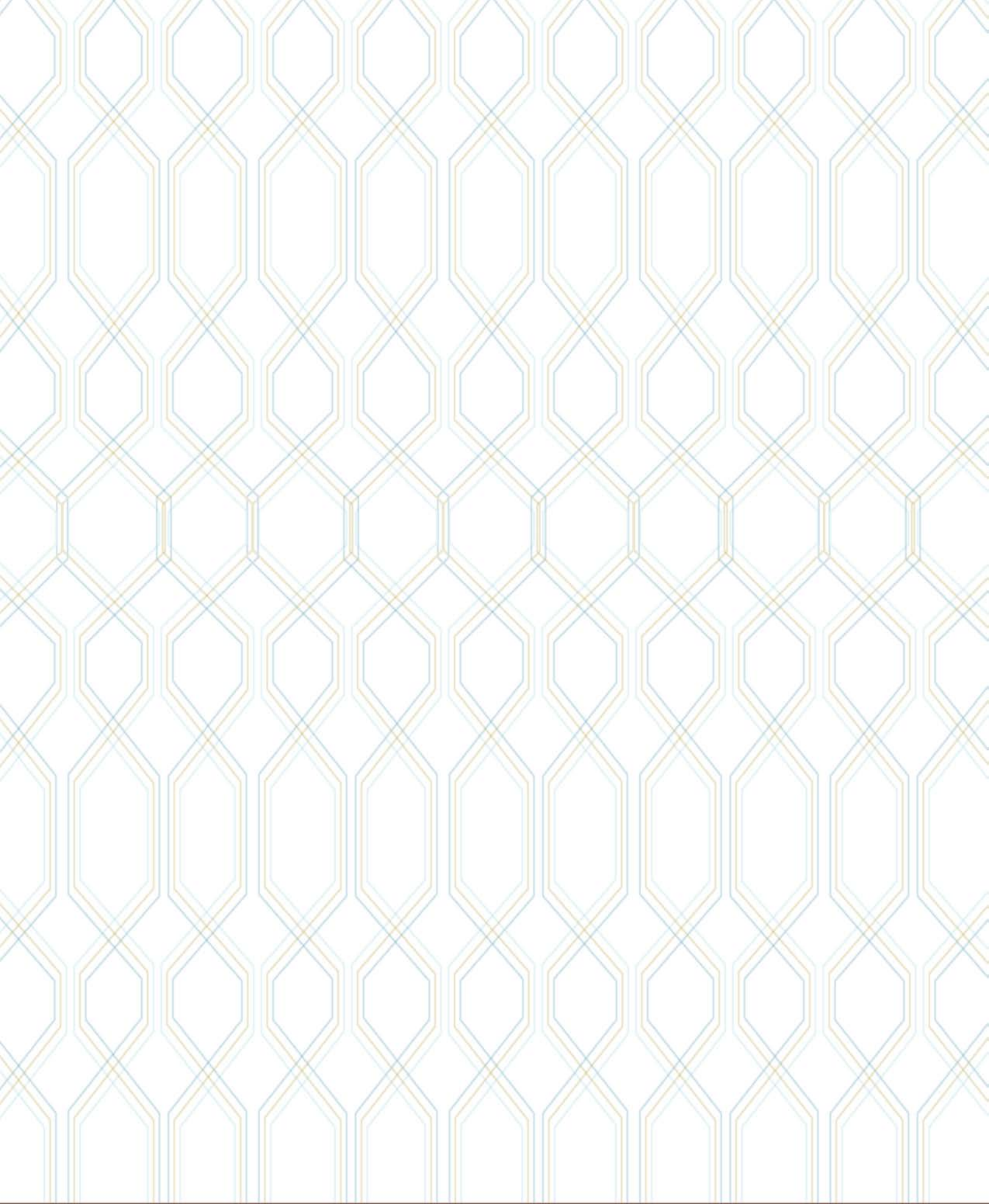
Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 59,203,000	\$ 61,416,750	\$ 61,090,250
Current Expenditures	(59,268,440)	(58,798,555)	(59,155,939)
Debt Service	(5,134,000)	(5,139,600)	(5,139,600)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(5,199,440)	(2,521,405)	(3,205,289)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(4,310,600)	(4,759,000)	(4,759,000)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(71,000)
Current Revenue Over (Under) All Expenditures	(9,510,040)	(7,280,405)	(8,035,289)
Beginning Fund Balance	24,683,123	15,173,083	8,035,289
Ending Fund Balance (Reserves)	15,173,083	7,892,678	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	2,803,590	(1,790,215)	-
Other Reserves	12,369,493	9,682,893	-
<b>Totals</b>	<b>\$ 15,173,083</b>	<b>\$ 7,892,678</b>	<b>\$ -</b>

## Revenues



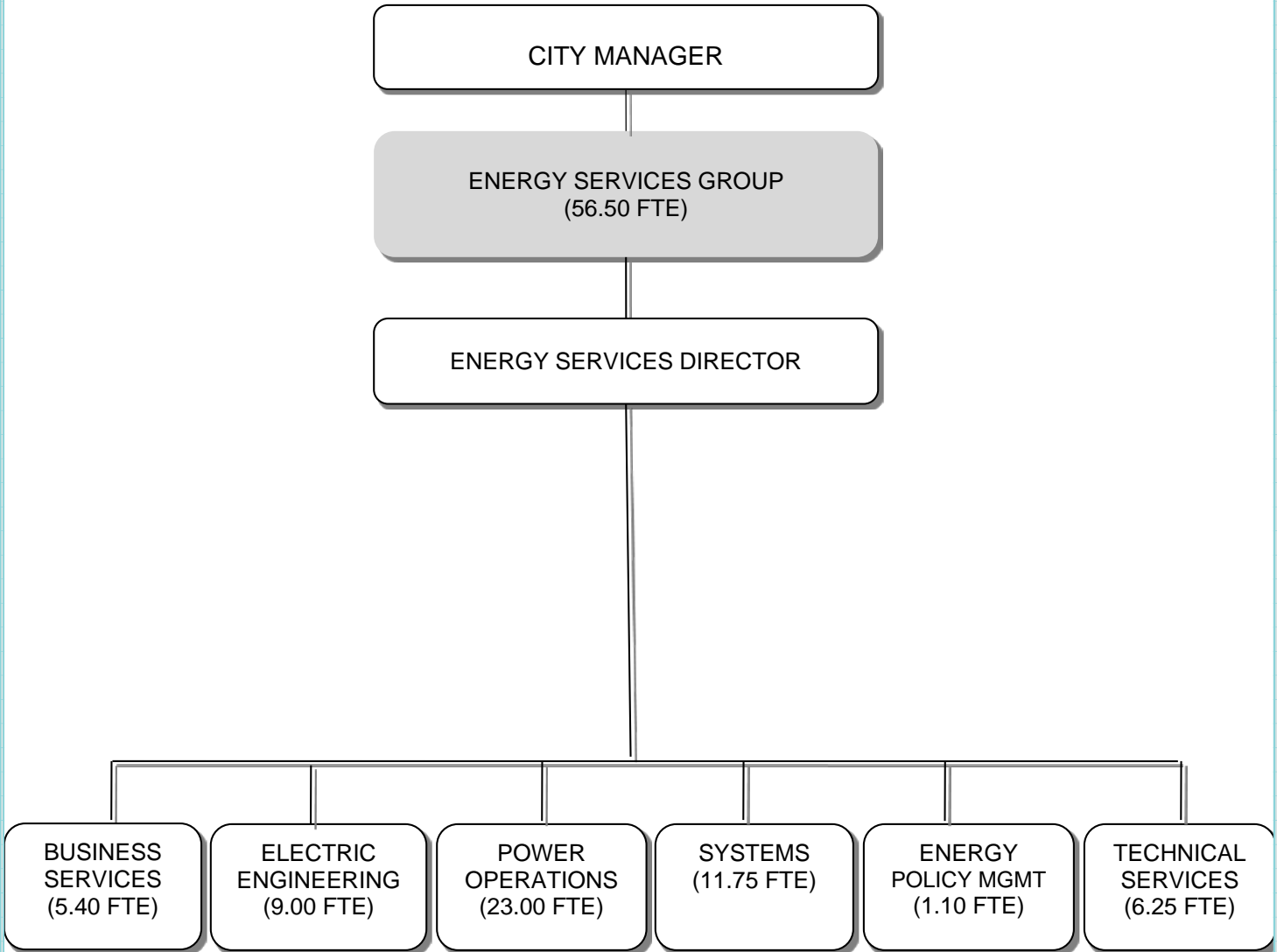
## Expenditures by Activity





**Electric Fund  
Energy Services Department**

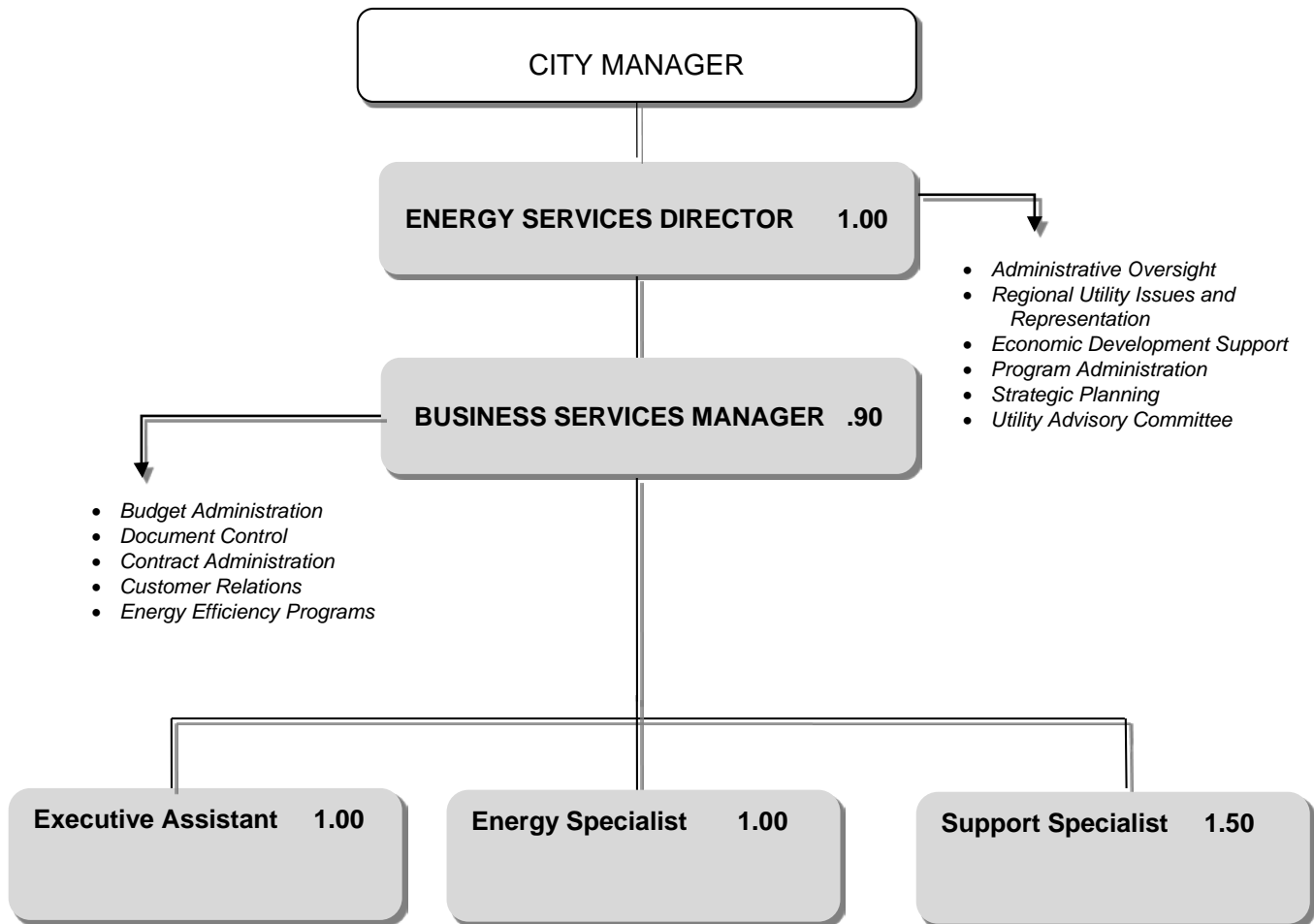
2015 FUNCTIONAL CHART





**Electric Fund  
Energy Services Department  
BUSINESS SERVICES DIVISION**

2015 FUNCTIONAL CHART



**Electric Fund  
Energy Services Department  
Business Services Division**

**Mission Statement:** The Business Services Division provides centralized support to all operating divisions of the Energy Services Department (RES). It provides staffing in a matrix model to accomplish the prioritized list of support activities and represents the products and interests of RES to other City staff and those outside the City including the Electric Utility customers.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Retail sales revenue per retail MWh sold	\$51.30	\$57.26	\$57.31	\$57.35
Operating expense per retail MWh sold	\$56.71	\$63.20	\$64.37	\$64.46
Non-power operating expense per retail MWh sold	\$22.27	\$25.22	\$23.87	\$23.50
Lost time accident per 100 employees	4	5	9	5
MWhs sold per employee	14,739	15,081	15,829	16,004
Energy conservation annual new loans	\$666,583	\$1,105,801	\$1,285,000	\$1,285,000
Cumulative revolving loan fund turnover	7.57	8.07	8.71	9.34

**Electric Fund  
Energy Services Department  
Business Services Division**

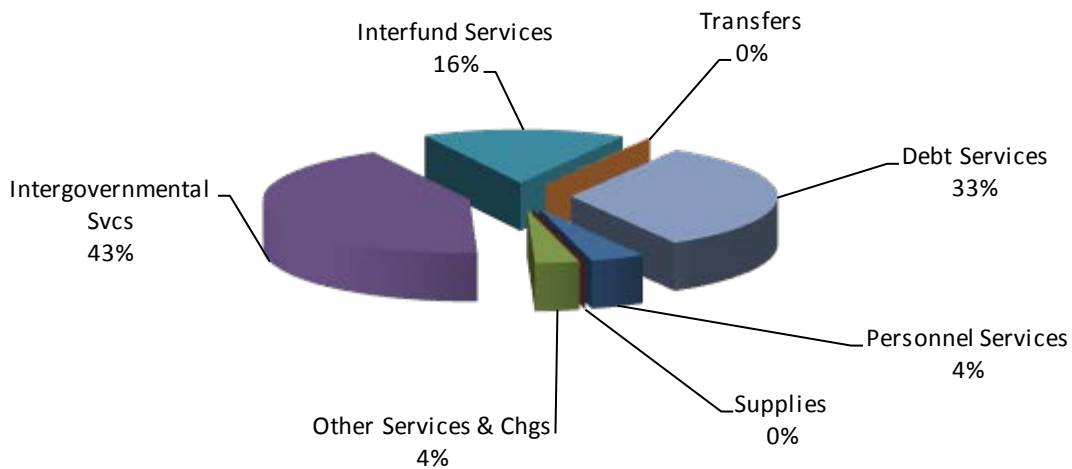
**Personnel Summary**

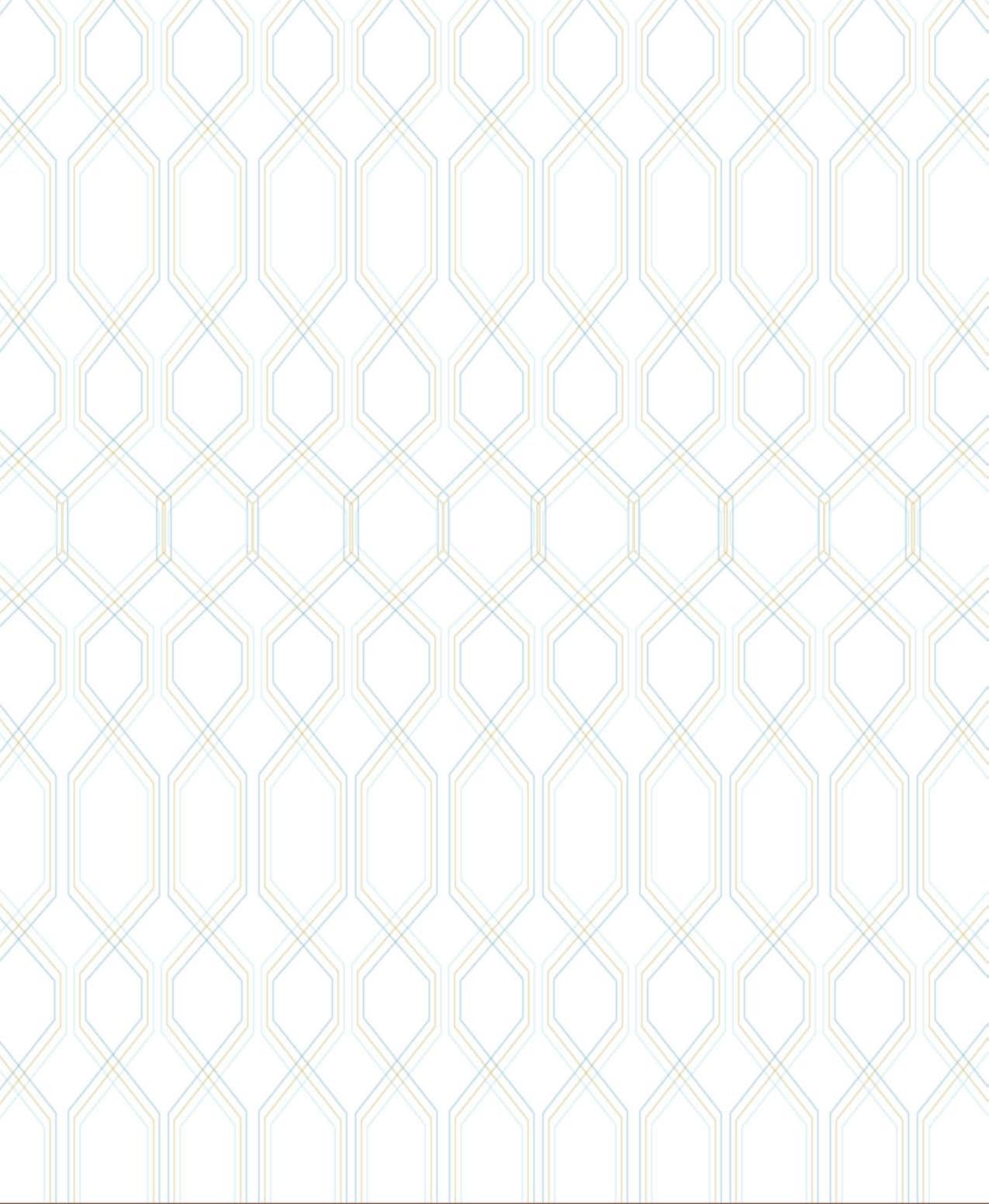
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Energy Services Director	1.00	1.00	1.00	1.00	1.00
Business Services Manager	1.00	1.00	1.00	0.90	0.90
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Power Analyst	1.00	1.00	0.00	0.00	0.00
Energy Specialist	2.00	2.00	1.00	1.00	1.00
Support Specialist	1.50	1.50	1.50	1.50	1.50
<b>Total Full-Time Positions:</b>	<b>7.50</b>	<b>7.50</b>	<b>5.50</b>	<b>5.40</b>	<b>5.40</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 780,386	\$ 678,400	\$ 657,500	\$ 655,900	\$ 655,900
Supplies	8,344	4,400	3,400	1,500	1,500
Other Services & Chgs	316,161	408,356	428,840	538,180	538,180
Intergovernmental Svcs	5,272,034	6,219,997	6,329,600	6,341,500	6,643,284
Interfund Services	2,221,298	2,413,026	1,656,100	2,086,000	2,468,100
<b>Total Current Expense</b>	<b>\$ 8,598,223</b>	<b>\$ 9,724,179</b>	<b>\$ 9,075,440</b>	<b>\$ 9,623,080</b>	<b>\$ 10,306,964</b>
Transfers	30,000	30,000	30,000	30,000	30,000
Capital Outlay	-	-	-	-	-
Debt Services	5,150,220	5,163,000	5,134,000	5,139,600	5,139,600
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 13,778,443</b>	<b>\$ 14,917,179</b>	<b>\$ 14,239,440</b>	<b>\$ 14,792,680</b>	<b>\$ 15,476,564</b>

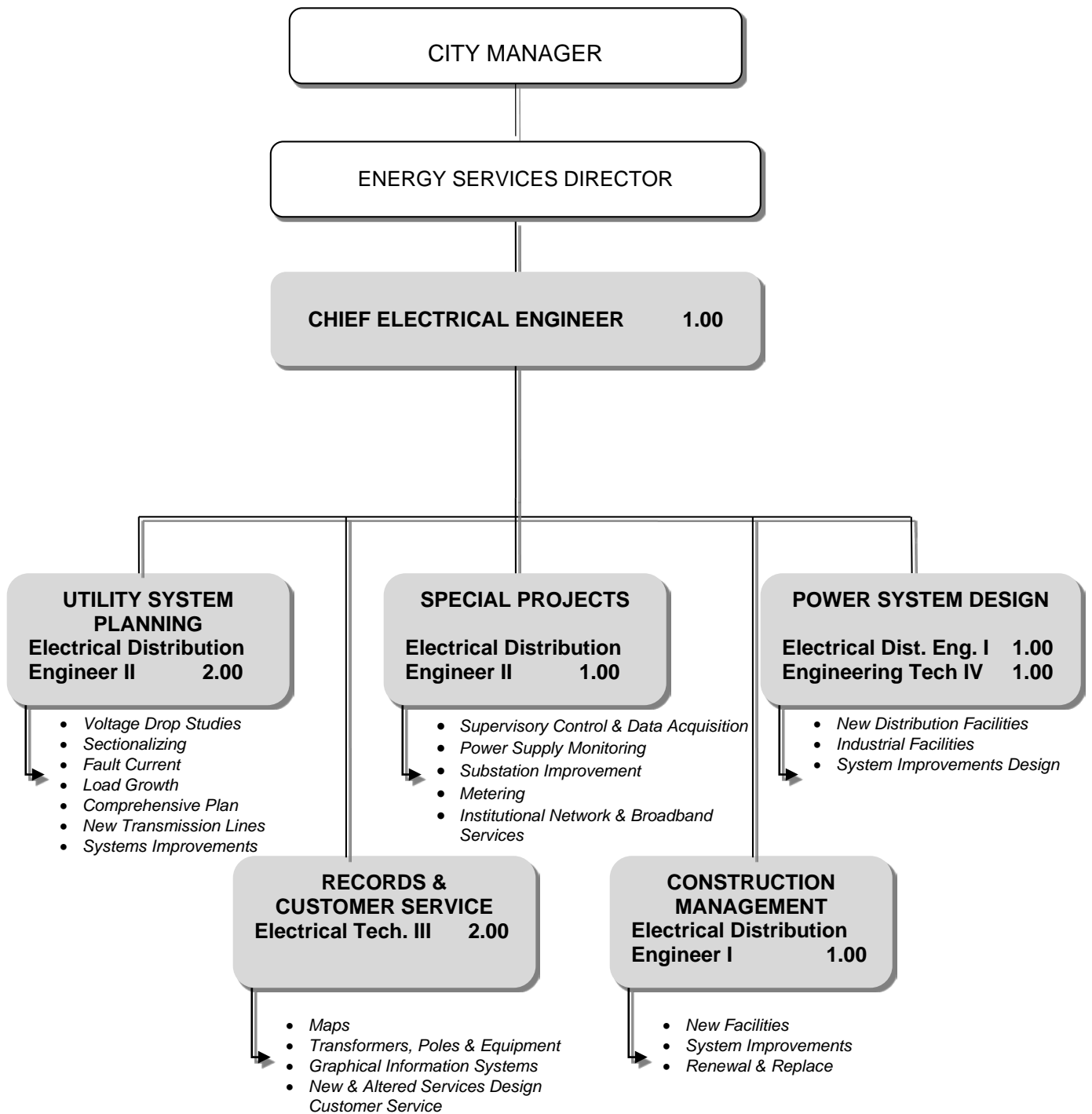
**2015 Budget**





**Electric Fund  
Energy Services Department  
ELECTRICAL ENGINEERING DIVISION**

2015 FUNCTIONAL CHART



**Electric Fund  
Energy Services Department  
Electrical Engineering Division**

**Mission Statement:** The Electrical Engineering Division designs the City's electrical distribution system to ensure an exceedingly high level of delivery reliability and safety to City residents and businesses. In conjunction with design efforts, staff provides long-range system planning, construction, and documentation support for the collective transmissions and distribution systems. Staff coordinates with other City departments to develop and maintain computerized mapping services for all City utilities.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Service area in square miles per engineering employee	6.45	6.45	6.50	6.50
Number of customers per engineering employee	3,132	3,294	3,387	2,966
<b>Request for Services</b>				
Temporary Services	164	264	229	225
New Services	613	350	279	350
Altered Services	51	53	34	40
Major Projects	136	117	122	120

**Electric Fund  
Energy Services Department  
Electrical Engineering Division**

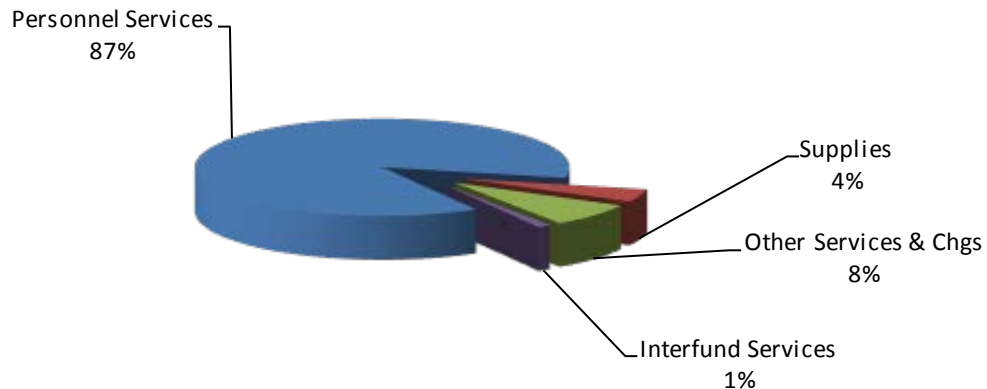
**Personnel Summary**

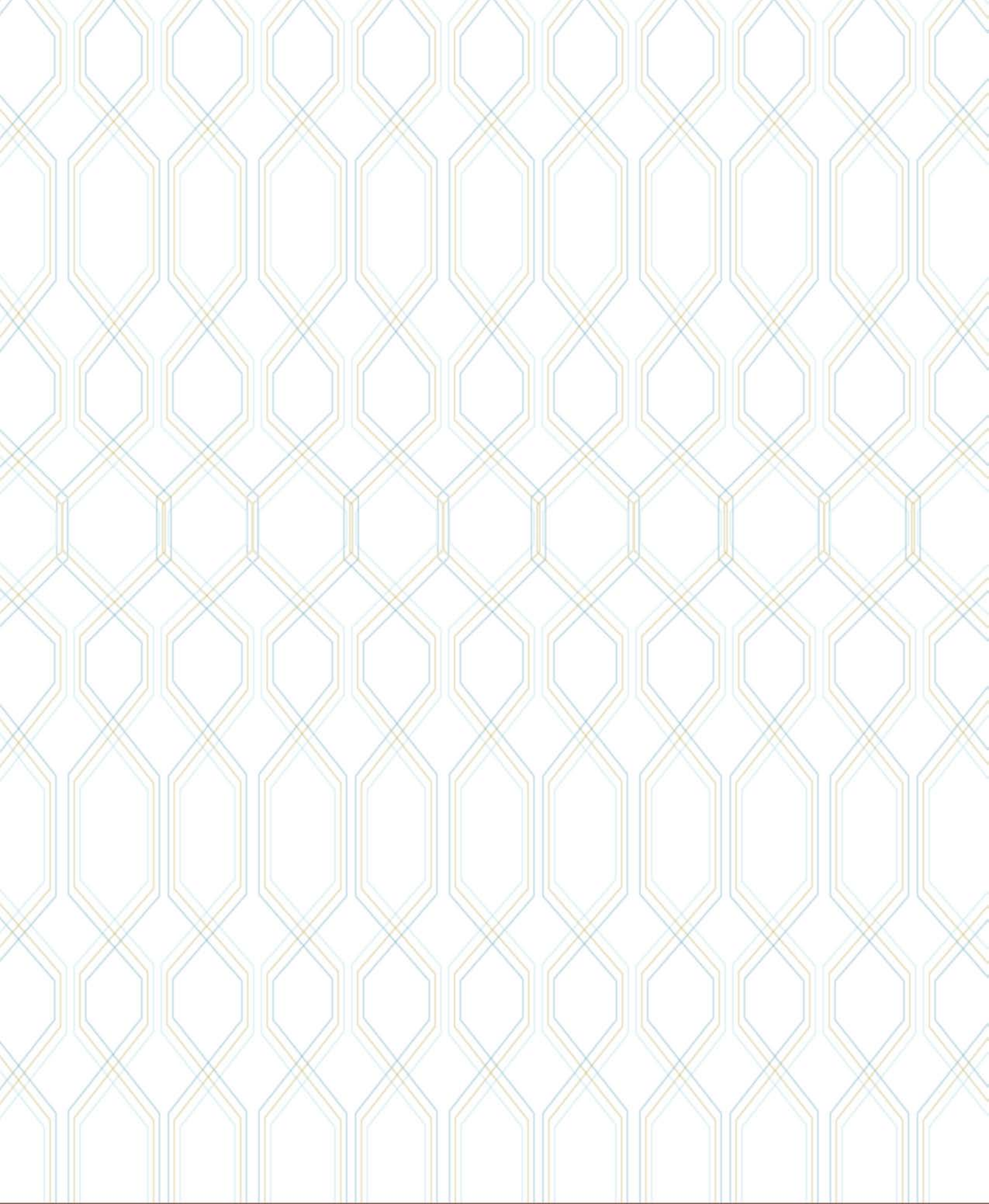
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Chief Electrical Engineer	1.00	1.00	1.00	1.00	1.00
Elec. Distribution Engineer II	3.00	3.00	3.00	3.00	3.00
Elec. Distribution Engineer I	1.00	1.00	1.00	2.00	2.00
Engineering Tech IV	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time Positions:</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,084,950	\$ 1,219,660	\$ 1,176,600	\$ 1,280,500	\$ 1,280,500
Supplies	52,222	61,000	58,000	63,200	63,200
Other Services & Chgs	377,252	151,150	413,550	115,075	115,075
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	24,876	17,301	15,900	16,100	16,100
<b>Total Current Expense</b>	<b>\$ 1,539,300</b>	<b>\$ 1,449,111</b>	<b>\$ 1,664,050</b>	<b>\$ 1,474,875</b>	<b>\$ 1,474,875</b>
Transfers	-	-	-	-	-
Capital Outlay	1,954	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,541,254</b>	<b>\$ 1,449,111</b>	<b>\$ 1,664,050</b>	<b>\$ 1,474,875</b>	<b>\$ 1,474,875</b>

**2015 Budget**

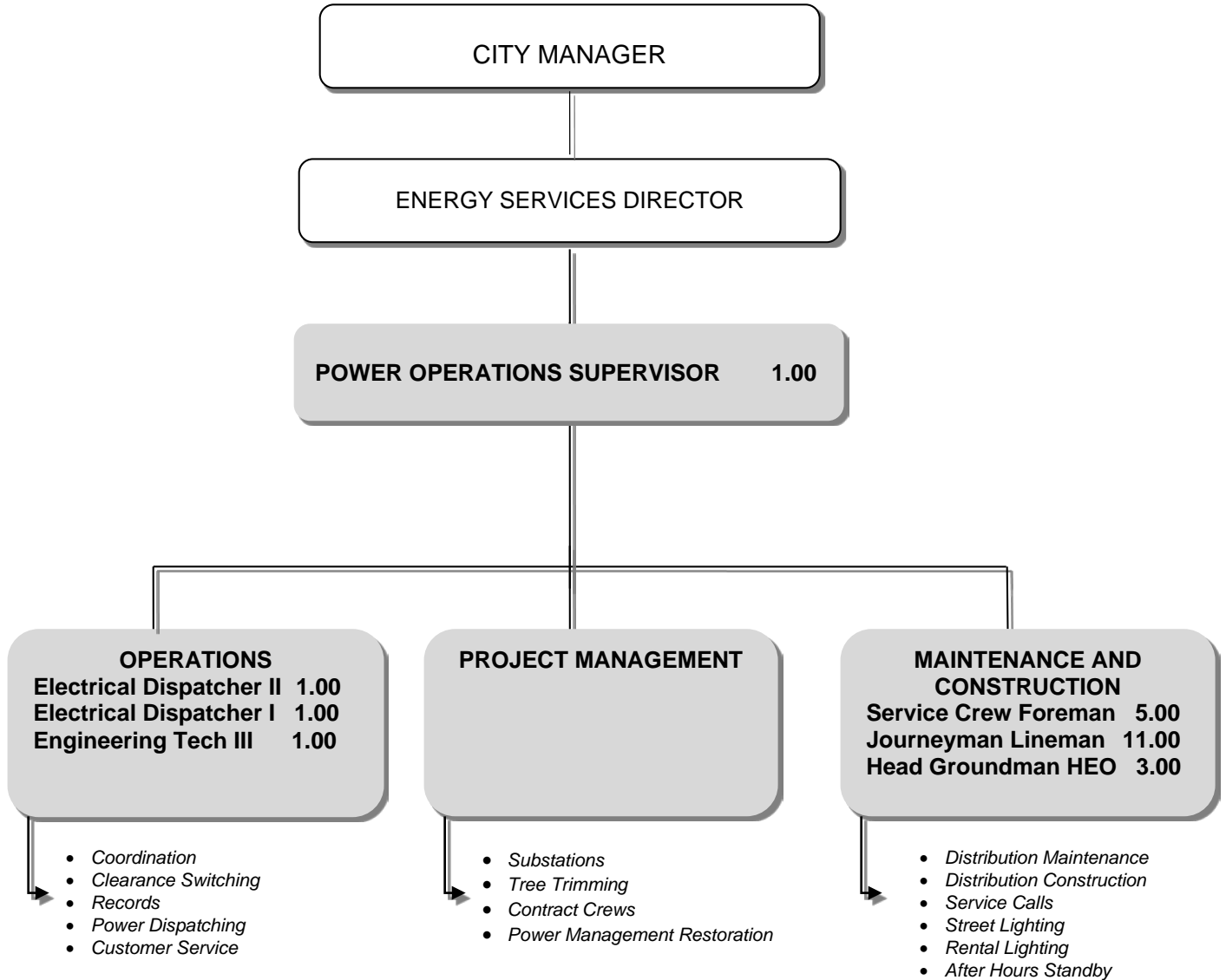






**Electric Fund  
Energy Services Department  
POWER OPERATIONS DIVISION**

2015 FUNCTIONAL CHART



**Electric Fund  
Energy Services Department  
Power Operations Division**

**Mission Statement:** Power Operations maintains and operates the City's electrical transmission and distribution system. With emphasis on ensuring safety and reliability, the division is responsible for construction and maintenance of the overhead and underground primary and secondary distribution system.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Number of unscheduled outages per mile of distribution line	.24	.24	.21	.20
System average interruption duration index (SAIDI)	135,309	84,785	80	75
System average interruption frequency index (SAIFI)	.650	.665	.600	.500

*NOTE: Reporting for SAIDI and SAIFI are revised to conform to the industry standard of not reporting momentary outages.*

### Electric Fund Energy Services Department Power Operations Division

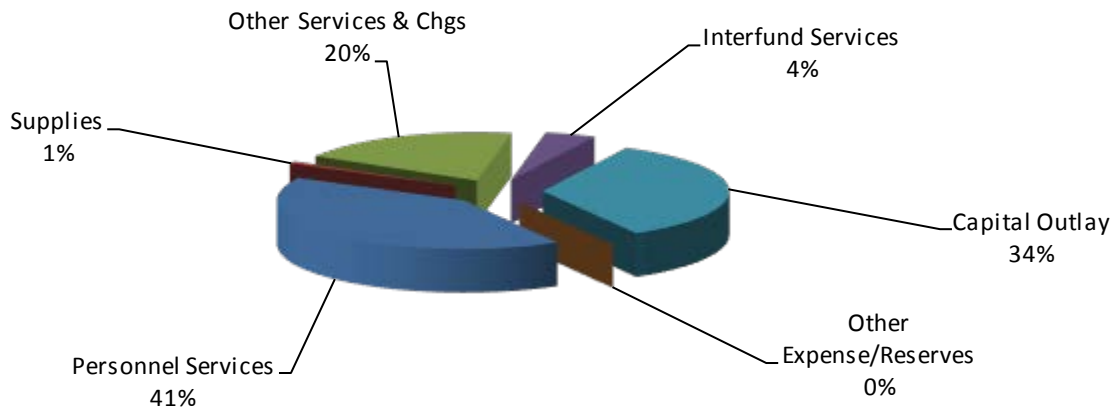
**Personnel Summary**

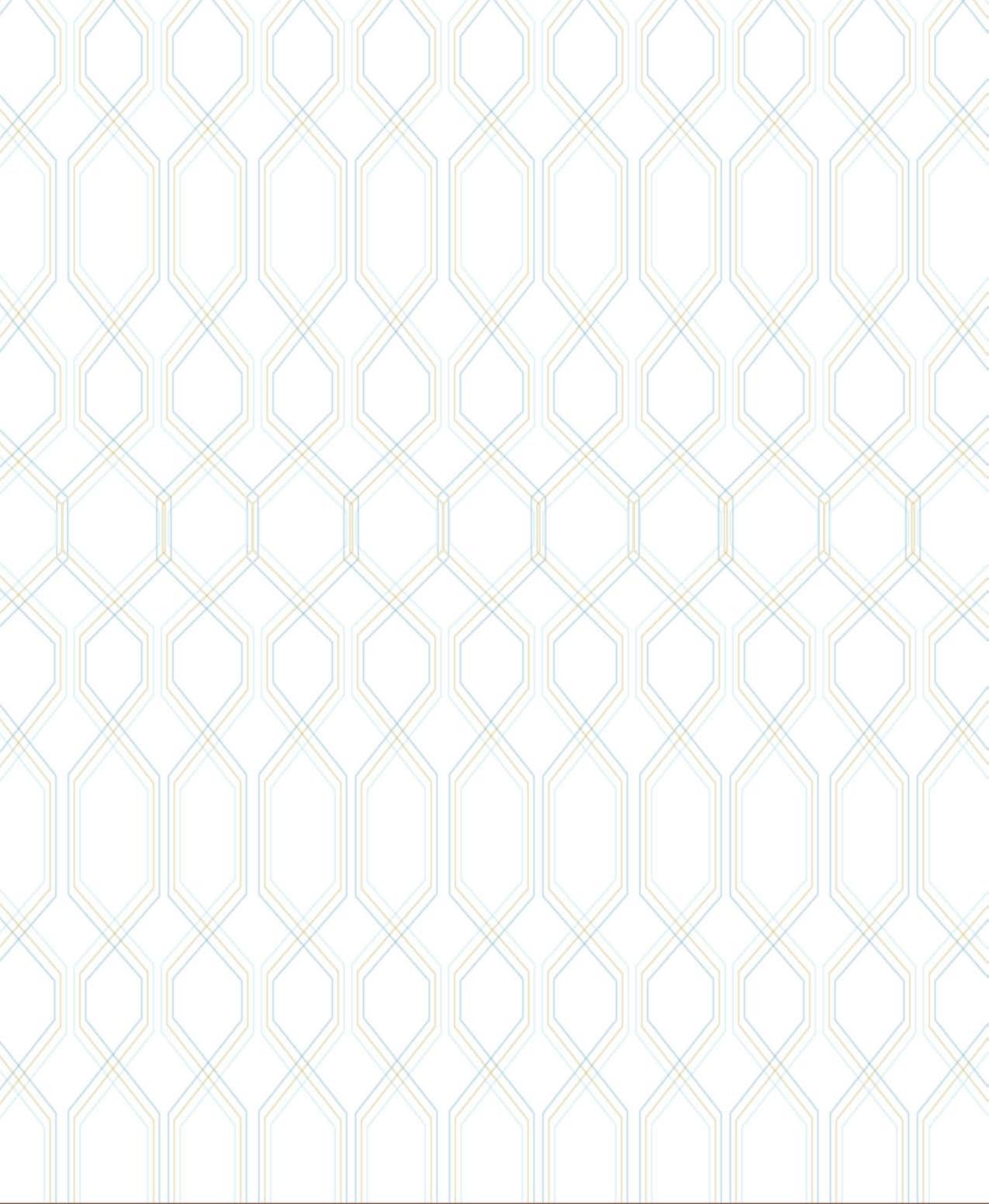
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Power Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Electrical Systems Dispatcher II	1.00	1.00	1.00	1.00	1.00
Electrical Systems Dispatcher I	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	1.00	1.00	1.00	1.00
Service Crew Foreman	5.00	5.00	5.00	5.00	5.00
Journeyman Lineman	9.00	9.00	11.00	11.00	11.00
Heads Groundsman HEO	4.00	4.00	3.00	3.00	3.00
<b>Total Full-Time Positions:</b>	<b>22.00</b>	<b>22.00</b>	<b>23.00</b>	<b>23.00</b>	<b>23.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 3,248,381	\$ 3,337,400	\$ 3,357,800	\$ 3,344,500	\$ 3,344,500
Supplies	255,433	60,850	62,350	62,350	62,350
Other Services & Chgs	2,777,012	2,303,885	2,094,675	1,562,375	1,598,375
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	380,154	344,391	395,500	358,800	358,800
<b>Total Current Expense</b>	<b>\$ 6,660,980</b>	<b>\$ 6,046,526</b>	<b>\$ 5,910,325</b>	<b>\$ 5,328,025</b>	<b>\$ 5,364,025</b>
Transfers	-	-	-	-	-
Capital Outlay	3,520,241	2,333,186	3,754,600	2,797,000	2,797,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 10,181,221</b>	<b>\$ 8,379,712</b>	<b>\$ 9,664,925</b>	<b>\$ 8,125,025</b>	<b>\$ 8,161,025</b>

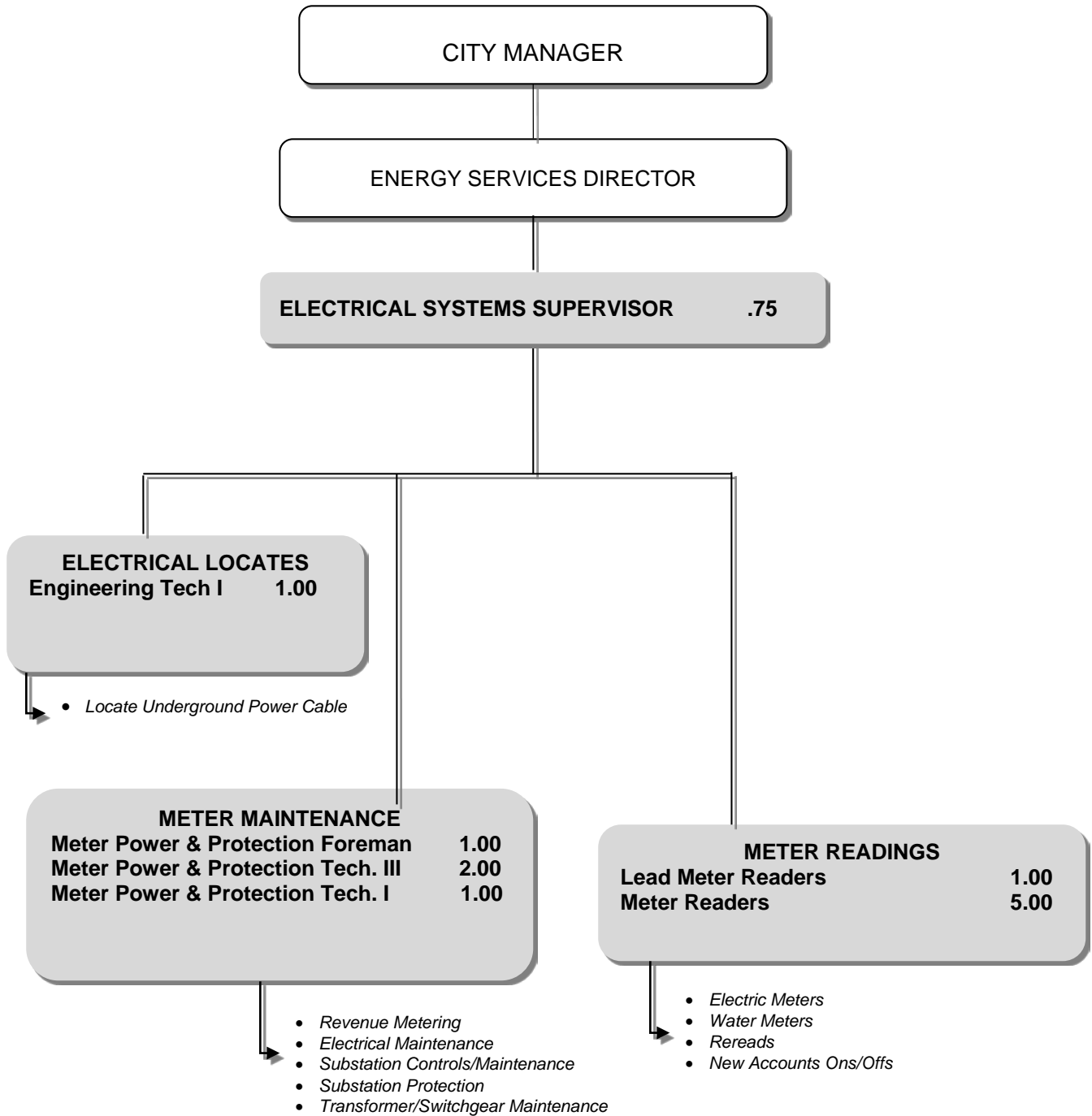
### 2015 Budget





**Electric Fund  
Energy Services Department  
SYSTEMS DIVISION**

2015 FUNCTIONAL CHART



**Electric Fund  
Energy Services Department  
Systems Division**

**Mission Statement:** Systems Division oversees the operation and maintenance of electrical substations and transformers as well as SCADA installation and maintenance. The division also provides utility locates and meter reading services throughout the City.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Electric meter installations	1,185	1,608	1,638	1,716
Water meter reads per year	215,000	218,784	221,880	224,976
Electric meter reads per year	307,000	291,504	310,512	331,104

### Electric Fund Energy Services Department Systems Division

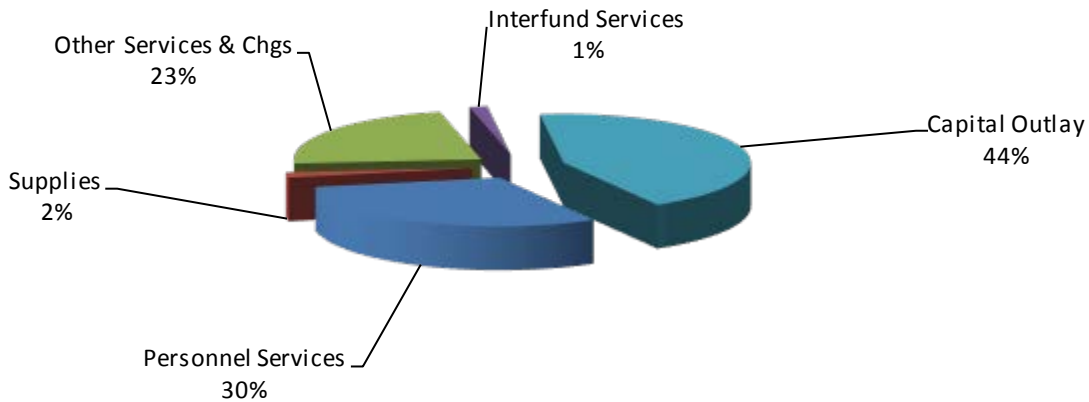
#### Personnel Summary

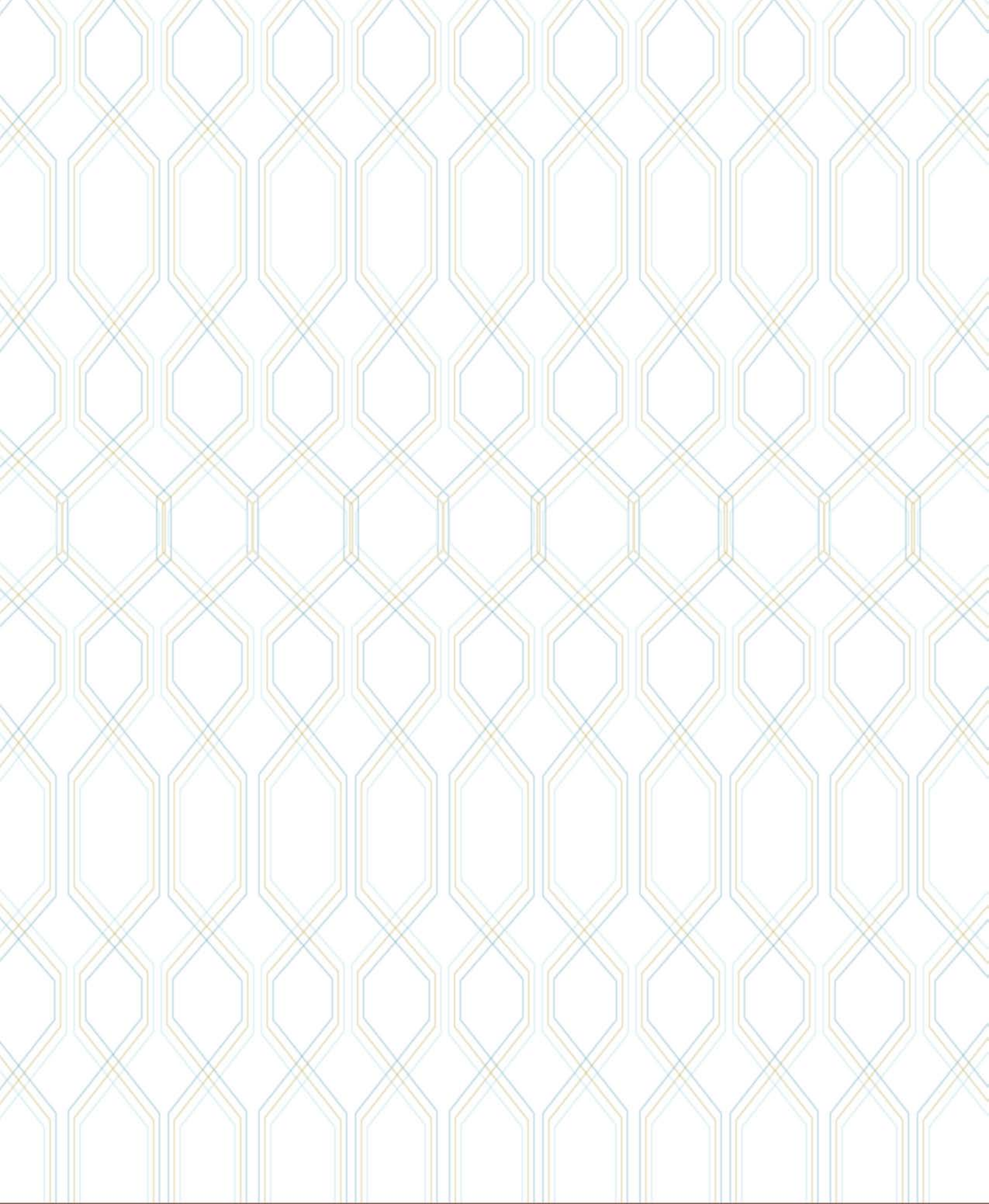
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Electrical Systems Supervisor	0.50	0.50	0.75	0.75	0.75
Meter Power & Protec. Foreman	1.00	1.00	1.00	1.00	1.00
Meter Power & Protec. Tech. III	1.00	1.00	1.00	2.00	2.00
Meter Power & Protec. Tech. II	2.00	1.00	1.00	0.00	0.00
Meter Power & Protec. Tech. I	0.00	1.00	1.00	1.00	1.00
Lead Meter Reader	1.00	1.00	1.00	1.00	1.00
Meter Reader	5.00	5.00	5.00	5.00	5.00
Engineering Tech I	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>11.50</b>	<b>11.50</b>	<b>11.75</b>	<b>11.75</b>	<b>11.75</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,332,184	\$ 1,397,900	\$ 1,293,950	\$ 1,357,550	\$ 1,357,550
Supplies	73,055	77,550	70,700	77,050	77,050
Other Services & Chgs	1,478,399	1,862,200	868,900	1,025,200	1,025,200
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	63,705	76,332	65,400	68,800	68,800
<b>Total Current Expense</b>	<b>\$ 2,947,343</b>	<b>\$ 3,413,982</b>	<b>\$ 2,298,950</b>	<b>\$ 2,528,600</b>	<b>\$ 2,528,600</b>
Transfers	-	-	-	-	-
Capital Outlay	938,337	2,041,000	555,000	1,961,000	1,961,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,885,680</b>	<b>\$ 5,454,982</b>	<b>\$ 2,853,950</b>	<b>\$ 4,489,600</b>	<b>\$ 4,489,600</b>

### 2015 Budget

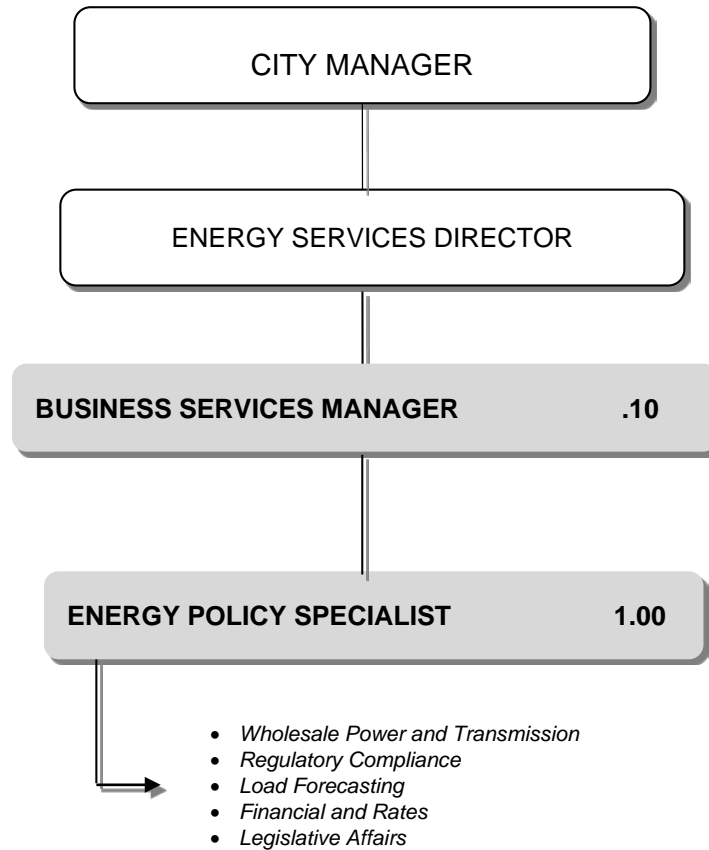






**Electric Fund  
Energy Services Department  
ENERGY POLICY MANAGEMENT DIVISION**

2015 FUNCTIONAL CHART



**Electric Fund  
Energy Services Department  
Energy Policy Management Division**

**Mission Statement:** Energy Policy Management is actively engaged to influence local, regional, and national energy policy. The division oversees utility regulatory compliance to enhance reliability for Richland's customers and to ensure that Richland's electrical system operations do not adversely impact the national electrical grid system. The division undertakes special projects including technology integration to improve utility cost effectiveness.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Power Sales Revenue Budget Variance	-2.0%	-0.8%	1.4%	-2.4%
Wholesale Power Expense Budget Variance	-6.0%	-7.1%	1.1%	2.7%
Retail Energy (kWh) Sales Budget Variance	-1.8%	-4.8%	1.0%	N/A
Federal Reliability Non-Compliance Events	None	None	None	None

**Electric Fund  
Energy Services Department  
Energy Policy Management Division**

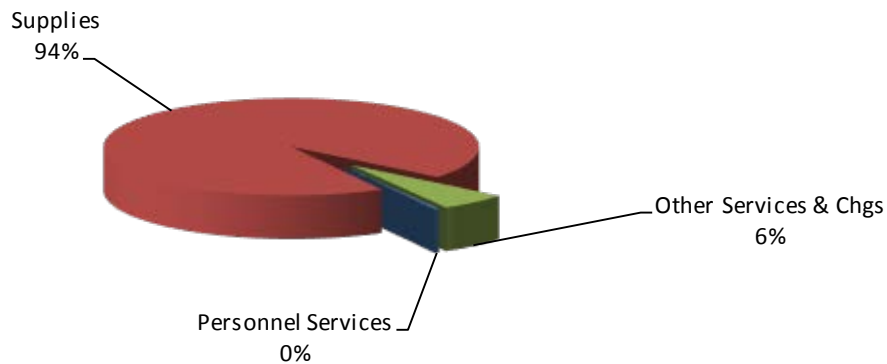
**Personnel Summary**

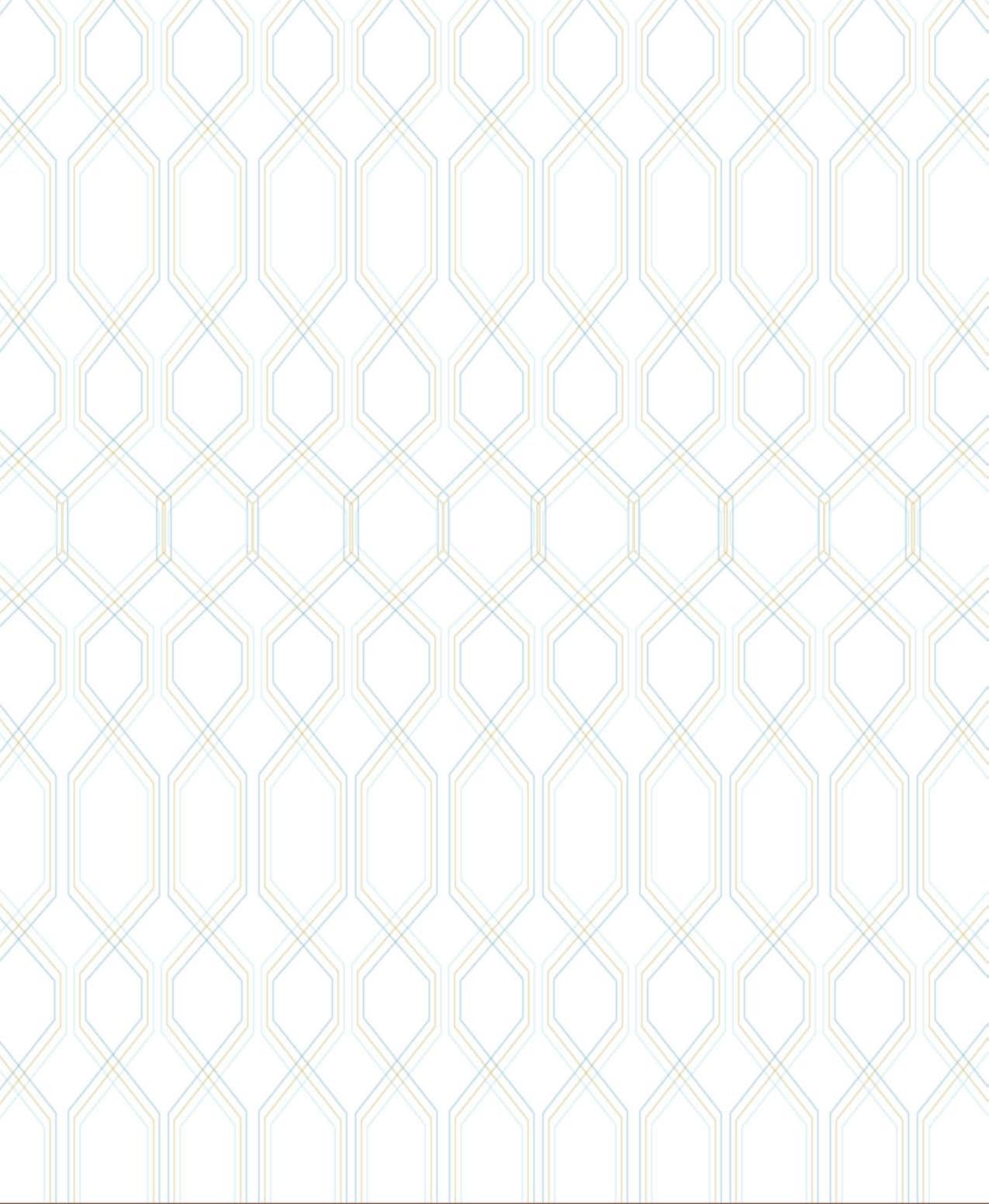
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Energy Policy Manager	1.00	1.00	0.00	0.00	0.00
Business Services Manager	0.00	0.00	0.00	0.10	0.10
Technical Services Manager	0.00	0.00	1.00	0.00	0.00
Energy Policy Specialist	0.00	0.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	<b>1.10</b>	<b>1.10</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 197,563	\$ 295,500	\$ 209,600	\$ 139,300	\$ 139,300
Supplies	33,553,816	37,210,522	35,853,900	36,077,600	36,077,600
Other Services & Chgs	2,435,939	3,385,575	2,897,825	2,235,625	2,270,625
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	875	1,558	1,800	2,000	2,000
<b>Total Current Expense</b>	<b>\$ 36,188,193</b>	<b>\$ 40,893,155</b>	<b>\$ 38,963,125</b>	<b>\$ 38,454,525</b>	<b>\$ 38,489,525</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 36,188,193</b>	<b>\$ 40,893,155</b>	<b>\$ 38,963,125</b>	<b>\$ 38,454,525</b>	<b>\$ 38,489,525</b>

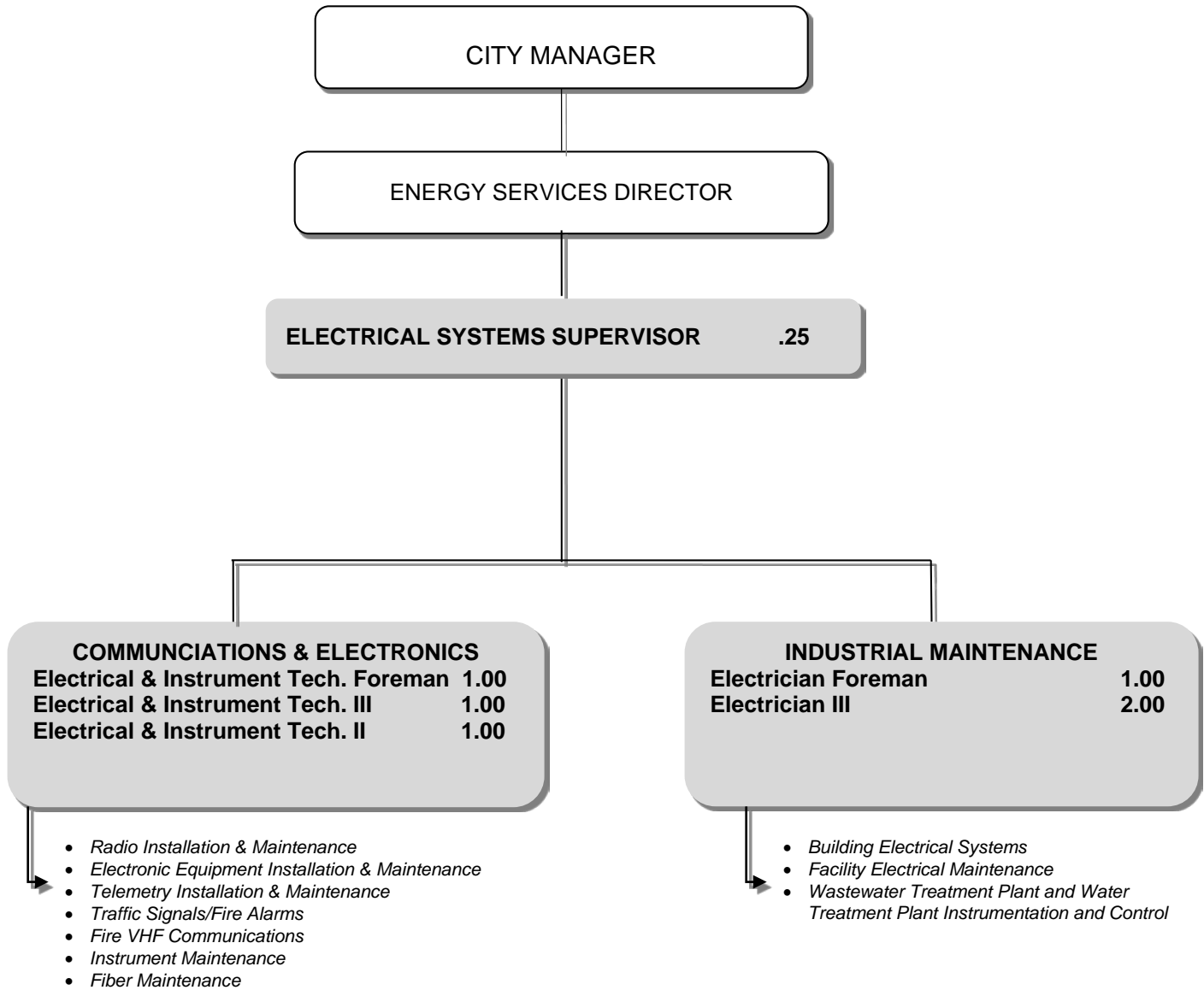
**2015 Budget**





**Electric Fund  
Energy Services Department  
TECHNICAL SERVICES DIVISION**

2015 FUNCTIONAL CHART



**Electric Fund  
Energy Services Department  
Technical Services Division**

**Mission Statement:** The Technical Services Department maintains the City’s radio communication, traffic signal and telemetry systems. The division provides support to other City departments via long-range planning for electrical and electronic systems as well as maintenance of instrumentation and control systems for the water and wastewater plants.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Work performed for other departments	\$631,564	\$668,860	\$653,970	\$625,000

### Electric Fund Energy Services Department Technical Services Division

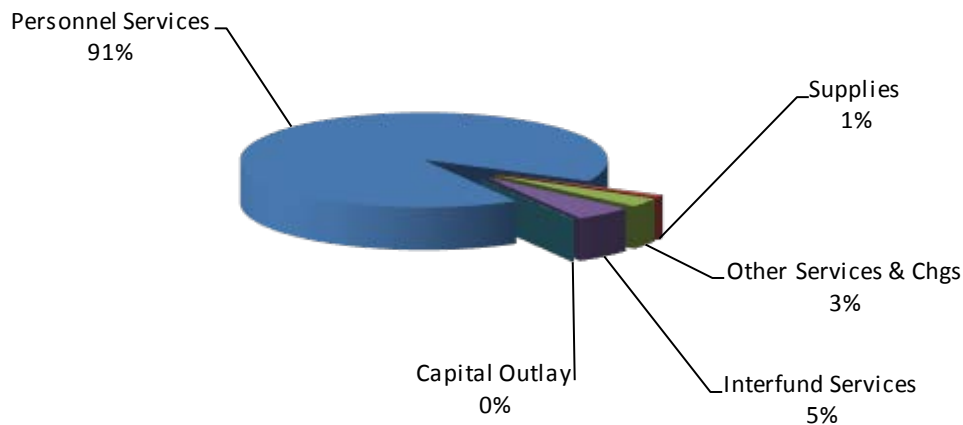
#### Personnel Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Electrical Systems Supervisor	0.50	0.50	0.25	0.25	0.25
Operations Superintendent	0.34	0.00	0.00	0.00	0.00
Support Specialist	0.50	0.00	0.00	0.00	0.00
Electrical & Instrument Foreman	1.00	1.00	1.00	1.00	1.00
Electrical & Instrument Technician III	0.00	1.00	1.00	1.00	1.00
Electrical & Instrument Technician II	2.00	1.00	1.00	1.00	1.00
Electrician Foreman	1.00	1.00	1.00	1.00	1.00
Electrician III	3.00	3.00	2.00	2.00	2.00
<b>Total Full-Time Positions:</b>	<b>8.34</b>	<b>7.50</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 863,497	\$ 937,600	\$ 898,900	\$ 938,100	\$ 938,100
Supplies	10,695	10,100	17,600	9,600	9,600
Other Services & Chgs	23,944	35,750	32,250	32,050	32,050
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	39,319	33,275	51,300	53,200	53,200
<b>Total Current Expense</b>	<b>\$ 937,455</b>	<b>\$ 1,016,725</b>	<b>\$ 1,000,050</b>	<b>\$ 1,032,950</b>	<b>\$ 1,032,950</b>
Transfers	-	-	-	-	-
Capital Outlay	1,915	1,000	1,000	1,000	1,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 939,370</b>	<b>\$ 1,017,725</b>	<b>\$ 1,001,050</b>	<b>\$ 1,033,950</b>	<b>\$ 1,033,950</b>

### 2015 Budget



# WATER FUND 402

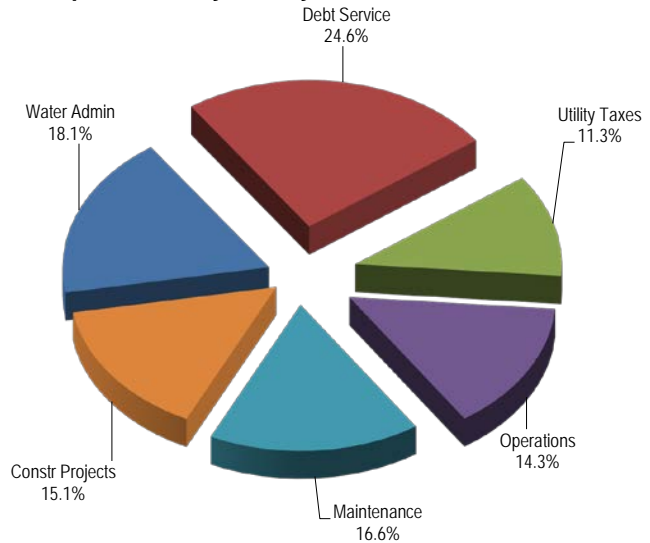
Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 13,986,853	\$ 14,581,983	\$ 14,531,983
Current Expenditures	(8,328,104)	(8,822,825)	(8,822,825)
Debt Service	(3,769,156)	(3,687,624)	(3,687,624)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	1,889,593	2,071,534	2,021,534
Non-Current Revenues	3,424	-	50,000
Non-Current Expenditures	(45,274)	-	-
Capital Outlay	(2,799,585)	(2,426,560)	(2,426,560)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(951,842)	(355,026)	(355,026)
Beginning Fund Balance	6,308,027	5,280,399	355,026
Ending Fund Balance (Reserves)	5,356,185	4,925,373	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	2,130,018	2,399,803	-
Other Reserves	3,226,167	2,525,570	-
Totals	\$ 5,356,185	\$ 4,925,373	\$ -

## Revenues

- Anticipated Rate Increase 2.9%
- Public Fire Protection 1.5%
- Miscellaneous 3.8%
- Facility Fees & Misc. 5.6%
- Irrigation Districts 2.9%
- Multi Family 3.7%
- Commercial 24.8%
- Residential 54.8%



## Expenditures by Activity





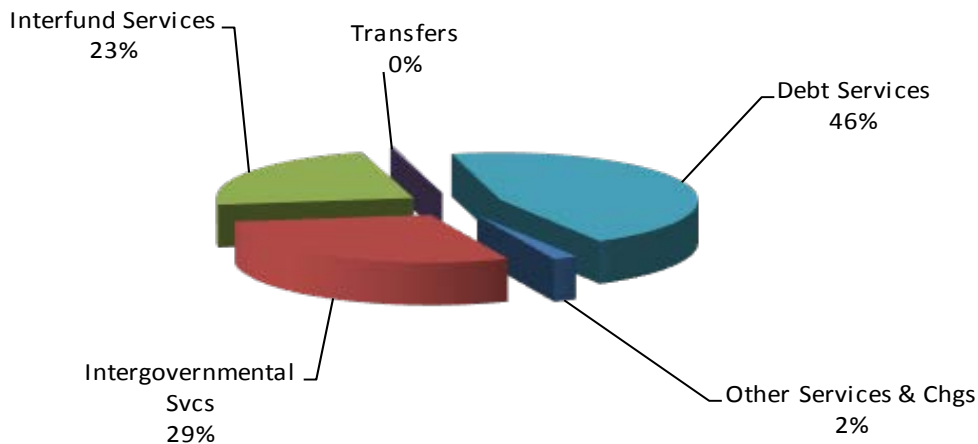
**Water Utility Fund  
Public Works Department  
Water Administration Division**

**Mission Statement:** Richland Water delivers reliable, high quality water services by using proven treatment techniques and best management practices.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	134,350	161,976	161,976	158,613	158,613
Intergovernmental Svcs	1,943,662	1,948,348	2,264,698	2,018,176	2,349,057
Interfund Services	1,641,322	1,837,961	1,559,529	1,705,235	1,860,289
<b>Total Current Expense</b>	<b>\$ 3,719,334</b>	<b>\$ 3,948,285</b>	<b>\$ 3,986,203</b>	<b>\$ 3,882,024</b>	<b>\$ 4,367,959</b>
Transfers	20,000	20,000	20,000	20,000	20,000
Capital Outlay	4,828	-	-	-	-
Debt Services	3,725,356	3,711,553	3,769,156	3,687,624	3,687,624
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 7,469,518</b>	<b>\$ 7,679,838</b>	<b>\$ 7,775,359</b>	<b>\$ 7,589,648</b>	<b>\$ 8,075,583</b>

**2015 Budget**



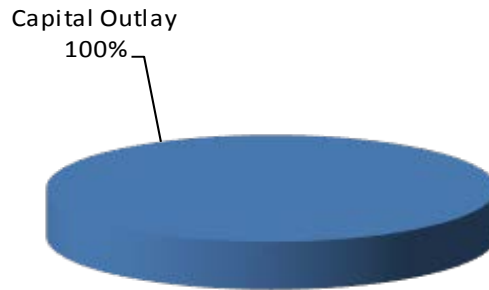
**Water Utility Fund  
Public Works Department  
Water Utility Construction Projects Division**

**Mission Statement:** Richland Water delivers reliable, high quality water services by using proven treatment techniques and best management practices.

**Budget Summary**

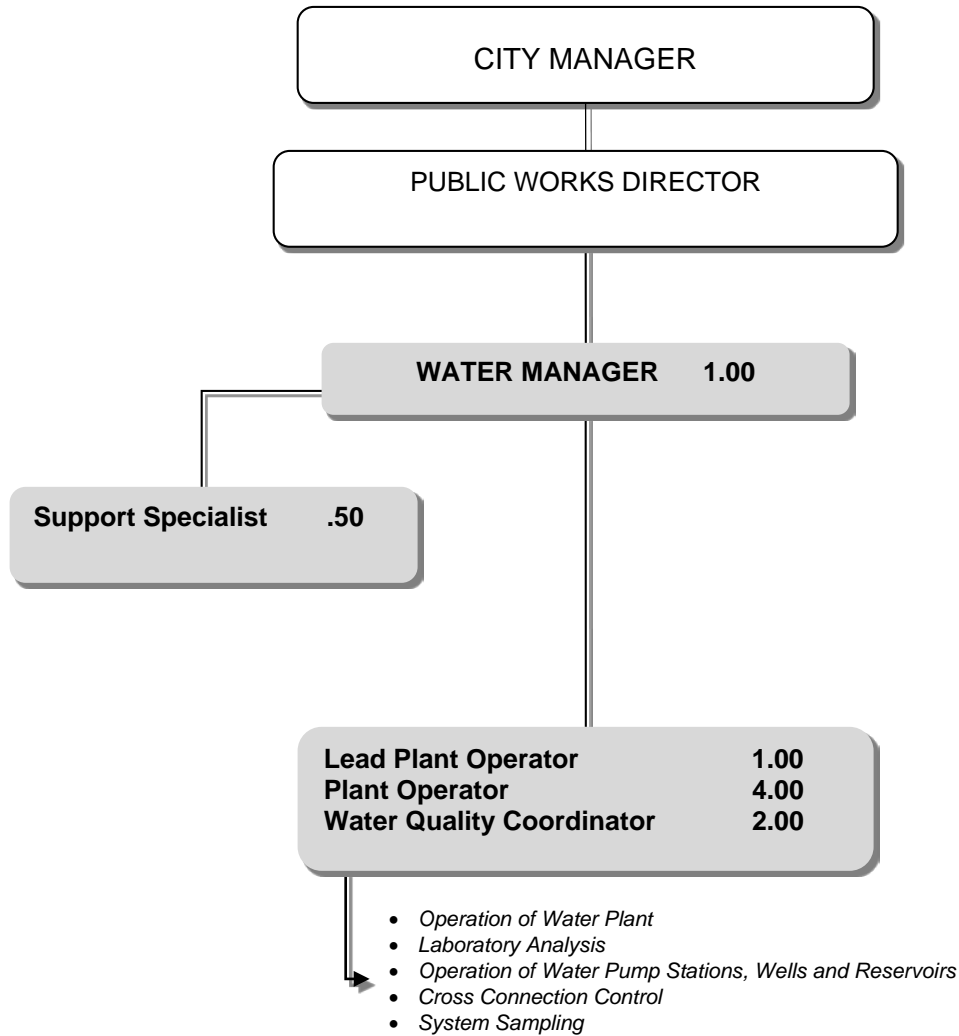
DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	3,863,537	1,220,000	2,587,663	2,250,000	2,250,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,863,537</b>	<b>\$ 1,220,000</b>	<b>\$ 2,587,663</b>	<b>\$ 2,250,000</b>	<b>\$ 2,250,000</b>

**2015 Budget**



**Water Utility Fund  
Public Works Department  
WATER OPERATIONS DIVISION**

2015 FUNCTIONAL CHART



**Water Utility Fund  
Public Works Department  
Water Operations Division**

**Mission Statement:** Richland Water delivers reliable, high quality water services by using proven treatment techniques and best management practices.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Average Filter Effluent Turbidity	0.05	0.05	0.05	0.05
Average System Chlorine residual	0.69	0.74	0.77	0.77
Daily average per capita water consumption (gallons)	279.38	292.66	311.89	324.07
Cost per gallon of delivered water	\$0.002673	\$0.002945	\$0.002992	\$0.002785

**Water Utility Fund  
Public Works Department  
Water Operations Division**

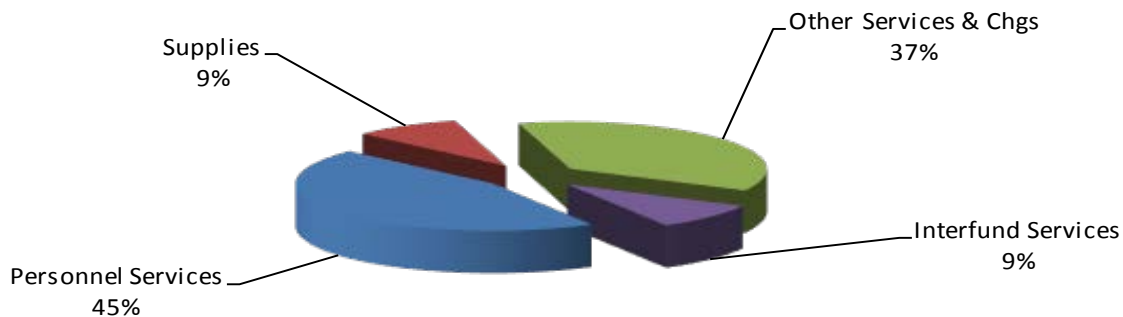
**Personnel Summary**

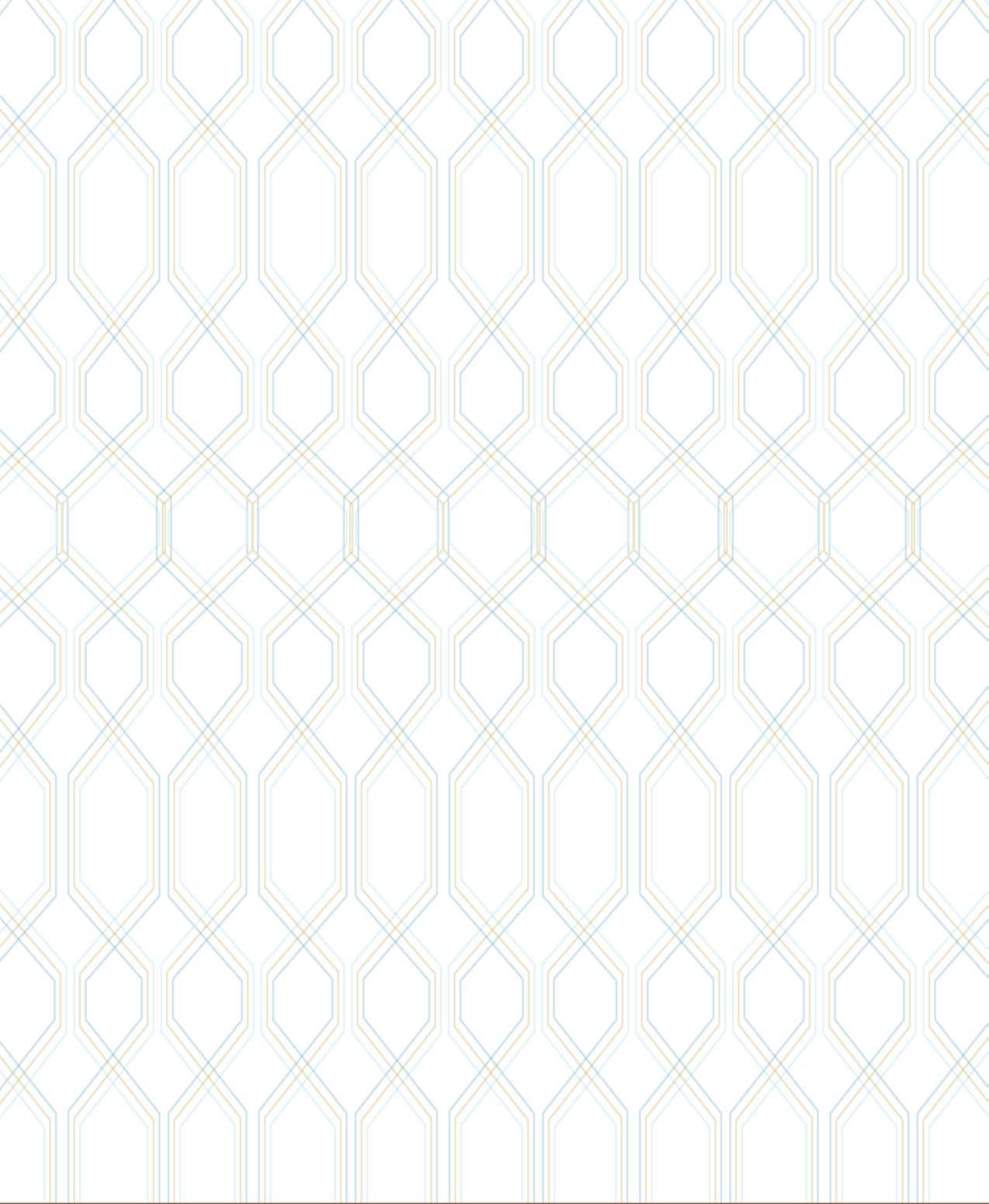
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Water Manager	1.00	1.00	1.00	1.00	1.00
Lead Plant Operator	1.00	1.00	1.00	1.00	1.00
Plant Operator	4.00	4.00	4.00	4.00	4.00
Water Quality Coordinator	2.00	2.00	2.00	2.00	2.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
<b>Total Full-Time Positions:</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 940,120	\$ 994,947	\$ 965,450	\$ 968,054	\$ 968,054
Supplies	197,482	189,640	237,317	187,707	187,707
Other Services & Chgs	746,077	745,839	743,822	785,598	785,598
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	196,975	173,339	185,900	193,481	193,481
<b>Total Current Expense</b>	<b>\$ 2,080,654</b>	<b>\$ 2,103,765</b>	<b>\$ 2,132,489</b>	<b>\$ 2,134,840</b>	<b>\$ 2,134,840</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 2,080,654</b>	<b>\$ 2,103,765</b>	<b>\$ 2,132,489</b>	<b>\$ 2,134,840</b>	<b>\$ 2,134,840</b>

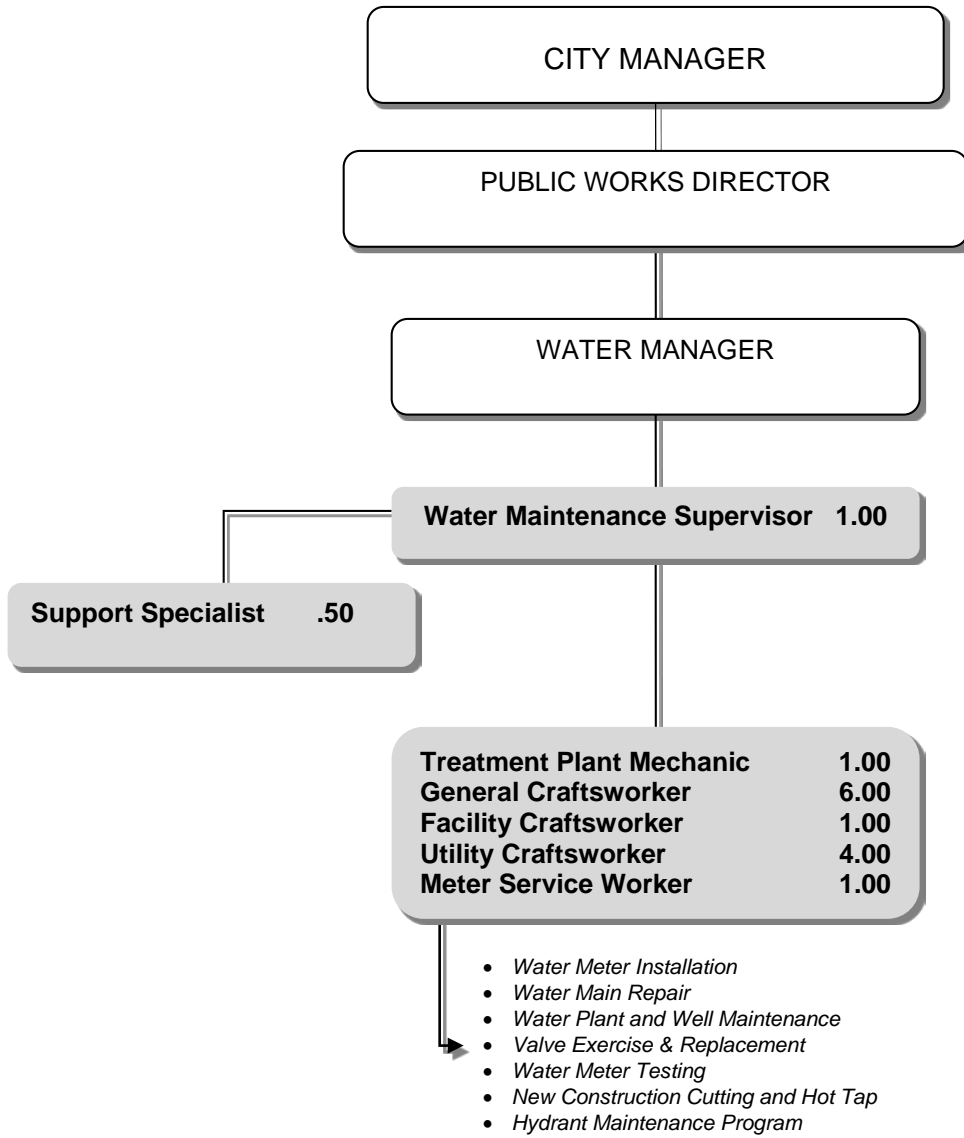
**2015 Budget**





**Water Utility Fund  
Public Works Department  
WATER MAINTENANCE DIVISION**

2015 FUNCTIONAL CHART



**Water Utility Fund  
Public Works Department  
Water Maintenance Division**

**Mission Statement:** Richland Water delivers reliable, high quality water services by using proven treatment techniques and best management practices.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”



**Water Utility Fund  
Public Works Department  
Water Maintenance Division**

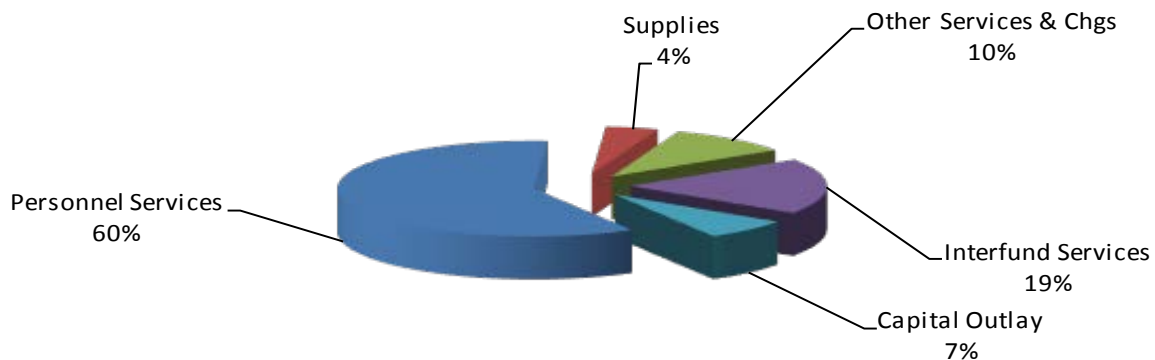
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Water Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Treatment Plant Mechanic	1.00	1.00	1.00	1.00	1.00
General Craftworker	6.00	6.00	6.00	6.00	6.00
Utility Craftworker	4.00	4.00	4.00	4.00	4.00
Facility Craftworker	1.00	1.00	1.00	1.00	1.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
Accounting Clerk II	0.25	0.25	0.25	0.00	0.00
Meter Service Worker	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>14.75</b>	<b>14.75</b>	<b>14.75</b>	<b>14.50</b>	<b>14.50</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,442,937	\$ 1,521,675	\$ 1,498,489	\$ 1,473,095	\$ 1,473,095
Supplies	103,396	125,319	139,288	107,285	107,285
Other Services & Chgs	285,522	257,424	249,108	253,016	253,016
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	442,802	468,812	443,587	466,630	466,630
<b>Total Current Expense</b>	<b>\$ 2,274,657</b>	<b>\$ 2,373,230</b>	<b>\$ 2,330,472</b>	<b>\$ 2,300,026</b>	<b>\$ 2,300,026</b>
Transfers	-	-	-	-	-
Capital Outlay	188,325	191,922	191,922	176,560	176,560
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 2,462,982</b>	<b>\$ 2,565,152</b>	<b>\$ 2,522,394</b>	<b>\$ 2,476,586</b>	<b>\$ 2,476,586</b>

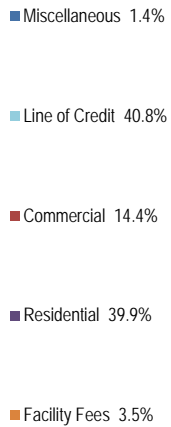
**2015 Budget**



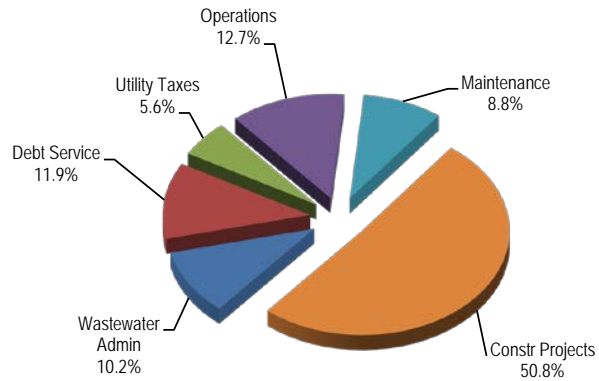
# WASTEWATER FUND 403

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 9,397,175	\$ 15,963,801	\$ 9,474,725
Current Expenditures	(6,142,074)	(14,606,819)	(6,185,559)
Debt Service	(2,028,263)	(1,966,632)	(1,966,632)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	1,226,838	(609,650)	1,322,534
Non-Current Revenues	1,257	-	6,519,410
Non-Current Expenditures	-	-	-
Capital Outlay	(4,130,429)	-	(8,419,410)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(1,850)
Current Revenue Over (Under) All Expenditures	(2,902,334)	(609,650)	(579,316)
Beginning Fund Balance	6,994,461	4,092,127	579,316
Ending Fund Balance (Reserves)	4,092,127	3,482,477	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	2,368,174	1,982,892	-
Other Reserves	1,723,953	1,499,585	-
<b>Totals</b>	<b>\$ 4,092,127</b>	<b>\$ 3,482,477</b>	<b>\$ -</b>

## Revenues



## Expenditures by Activity



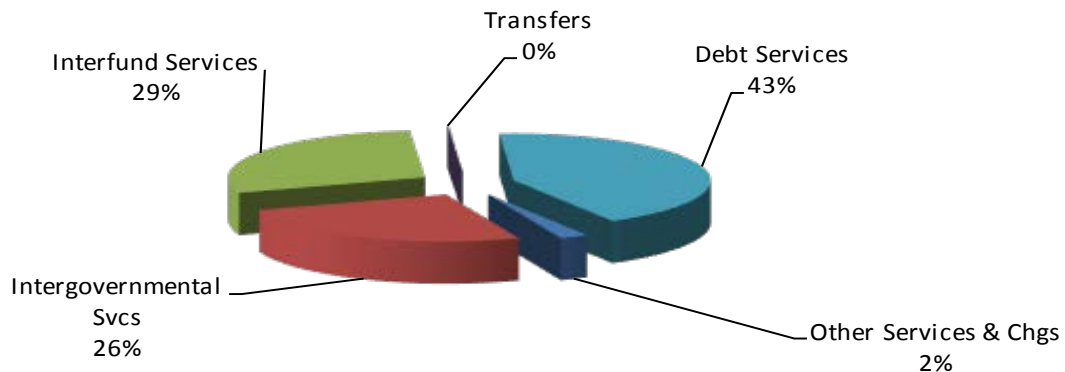
**Wastewater Utility Fund  
Public Works Department  
Wastewater Administration Division**

**Mission Statement:** Richland Wastewater guards public and environmental health using proven treatment techniques and best management practices.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	97,554	99,073	121,073	106,463	106,463
Intergovernmental Svcs	1,050,490	1,043,878	1,169,561	1,070,438	1,178,371
Interfund Services	1,163,137	1,307,240	1,216,729	1,238,218	1,336,743
<b>Total Current Expense</b>	<b>\$ 2,311,181</b>	<b>\$ 2,450,191</b>	<b>\$ 2,507,363</b>	<b>\$ 2,415,119</b>	<b>\$ 2,621,577</b>
Transfers	101,000	5,000	5,000	5,000	5,000
Capital Outlay	3,000	-	-	-	-
Debt Services	1,985,792	1,980,729	2,028,263	1,966,632	1,966,632
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 4,400,973</b>	<b>\$ 4,435,920</b>	<b>\$ 4,540,626</b>	<b>\$ 4,386,751</b>	<b>\$ 4,593,209</b>

**2015 Budget**



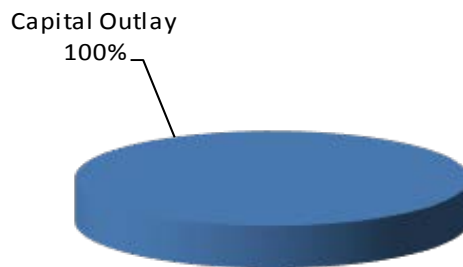
**Wastewater Utility Fund  
Public Works Department  
Wastewater Utility Construction Projects Division**

**Mission Statement:** Richland Wastewater guards public and environmental health using proven treatment techniques and best management practices.

**Budget Summary**

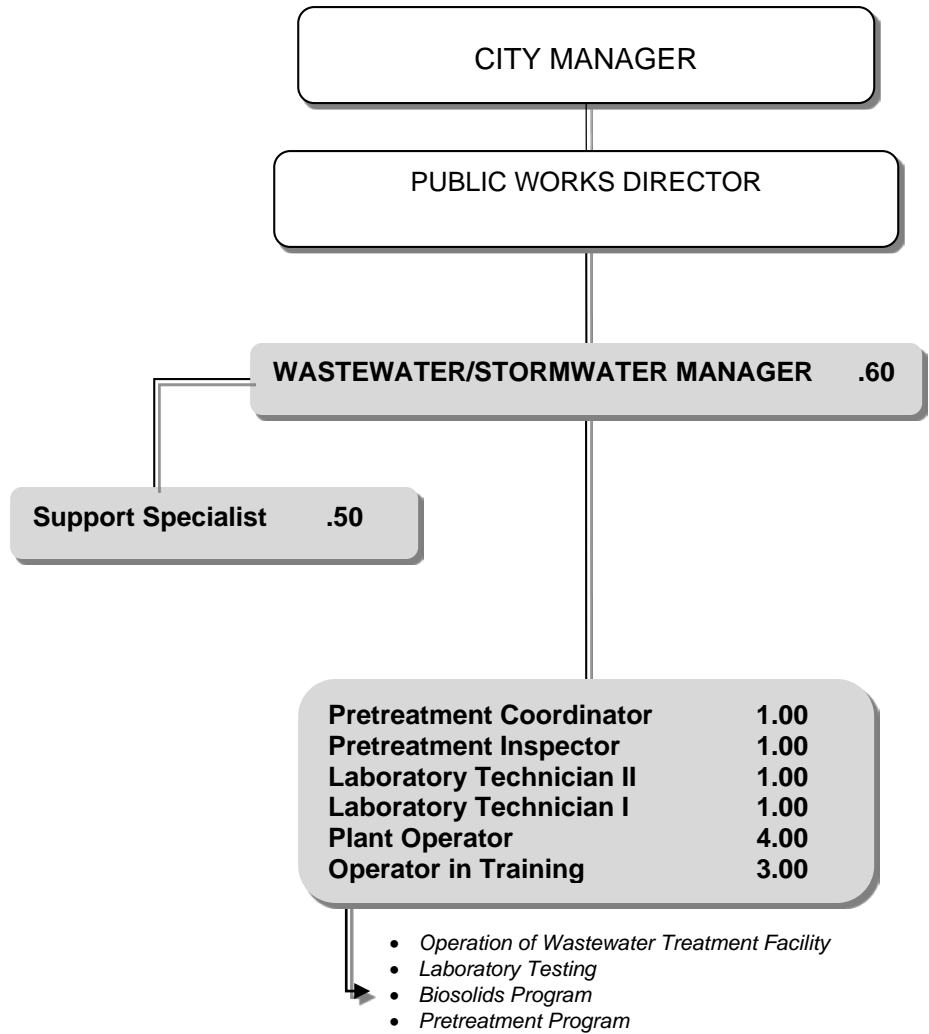
DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	3,912,449	3,350,000	4,109,443	8,419,410	8,419,410
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,912,449</b>	<b>\$ 3,350,000</b>	<b>\$ 4,109,443</b>	<b>\$ 8,419,410</b>	<b>\$ 8,419,410</b>

**2015 Budget**



**Wastewater Utility Fund  
Public Works Department  
WASTEWATER OPERATIONS DIVISION**

2015 FUNCTIONAL CHART



**Wastewater Utility Fund  
Public Works Department  
Wastewater Operations Division**

**Mission Statement:** Richland Wastewater guards public and environmental health using proven treatment techniques and best management practices.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Number of backups with City responsibility	36	40	22	22
Average Crew response time to a backup call out (minutes)	21.0	23.5	25.0	25.0
Monthly average of plant Biological Oxygen Demand (BOD) removal percentage	95.0%	92.5%	85.0%	85.0%
Monthly average of plant Total Suspended Solids (TSS) removal percentage	97.0%	96.7%	90.0%	90.0%
Cost per gallon of treated sewage	\$0.004231	\$0.004889	\$0.005423	\$0.004777

**Wastewater Utility Fund  
Public Works Department  
Wastewater Operations Division**

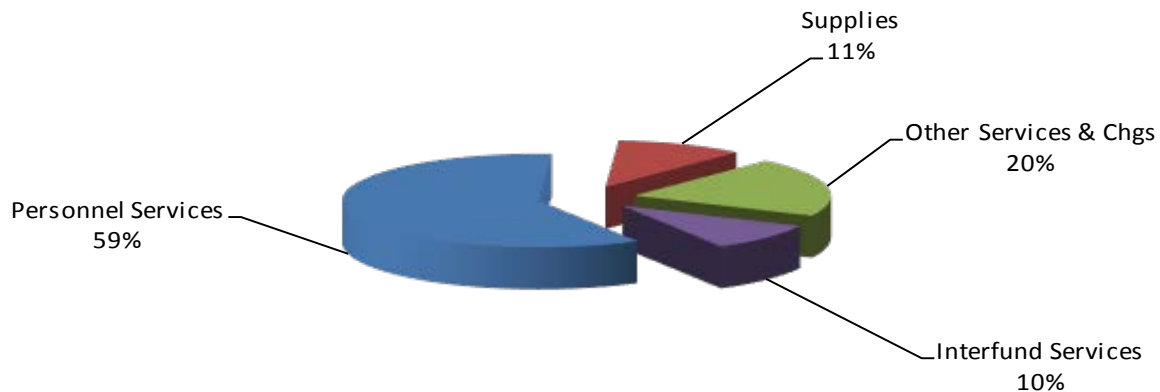
**Personnel Summary**

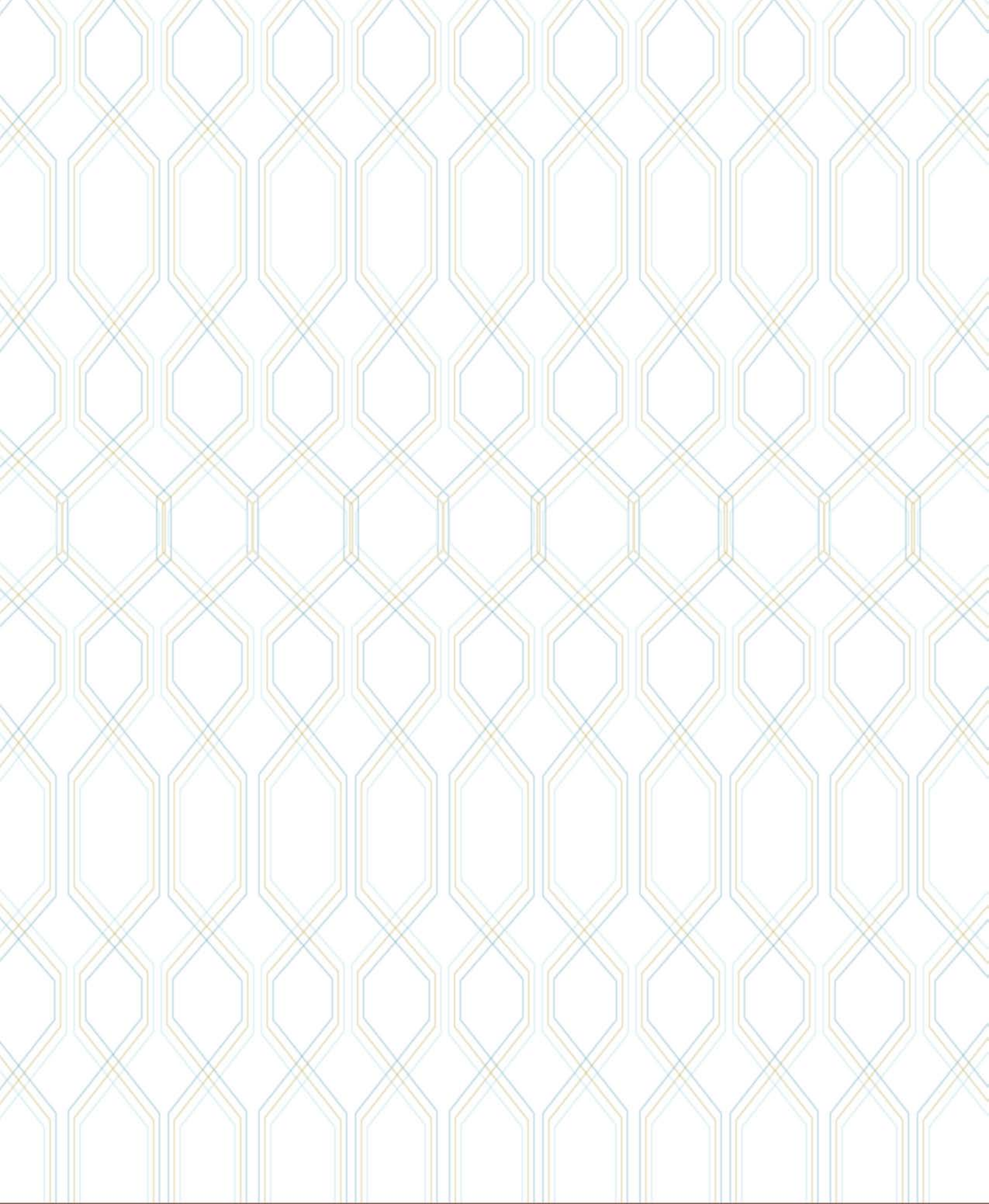
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Wastewater/Stormwater Manager	0.60	0.60	0.60	0.60	0.60
Support Specialist	0.50	0.50	0.50	0.50	0.50
Pretreatment Coordinator	1.00	1.00	1.00	1.00	1.00
Pretreatment Inspector	1.00	1.00	1.00	1.00	1.00
Laboratory Technician II	2.00	2.00	2.00	1.00	1.00
Laboratory Technician I	0.00	0.00	0.00	1.00	1.00
Plant Operator	6.00	6.00	6.00	4.00	4.00
Plant Operator in Training	1.00	1.00	1.00	3.00	3.00
<b>Total Full-Time Positions:</b>	<b>12.10</b>	<b>12.10</b>	<b>12.10</b>	<b>12.10</b>	<b>12.10</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,157,392	\$ 1,370,996	\$ 1,338,725	\$ 1,250,519	\$ 1,250,519
Supplies	188,069	227,260	270,416	222,377	222,377
Other Services & Chgs	415,178	430,242	389,854	429,146	430,996
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	155,932	174,788	203,992	201,419	201,419
<b>Total Current Expense</b>	<b>\$ 1,916,571</b>	<b>\$ 2,203,286</b>	<b>\$ 2,202,987</b>	<b>\$ 2,103,461</b>	<b>\$ 2,105,311</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,916,571</b>	<b>\$ 2,203,286</b>	<b>\$ 2,202,987</b>	<b>\$ 2,103,461</b>	<b>\$ 2,105,311</b>

**2015 Budget**

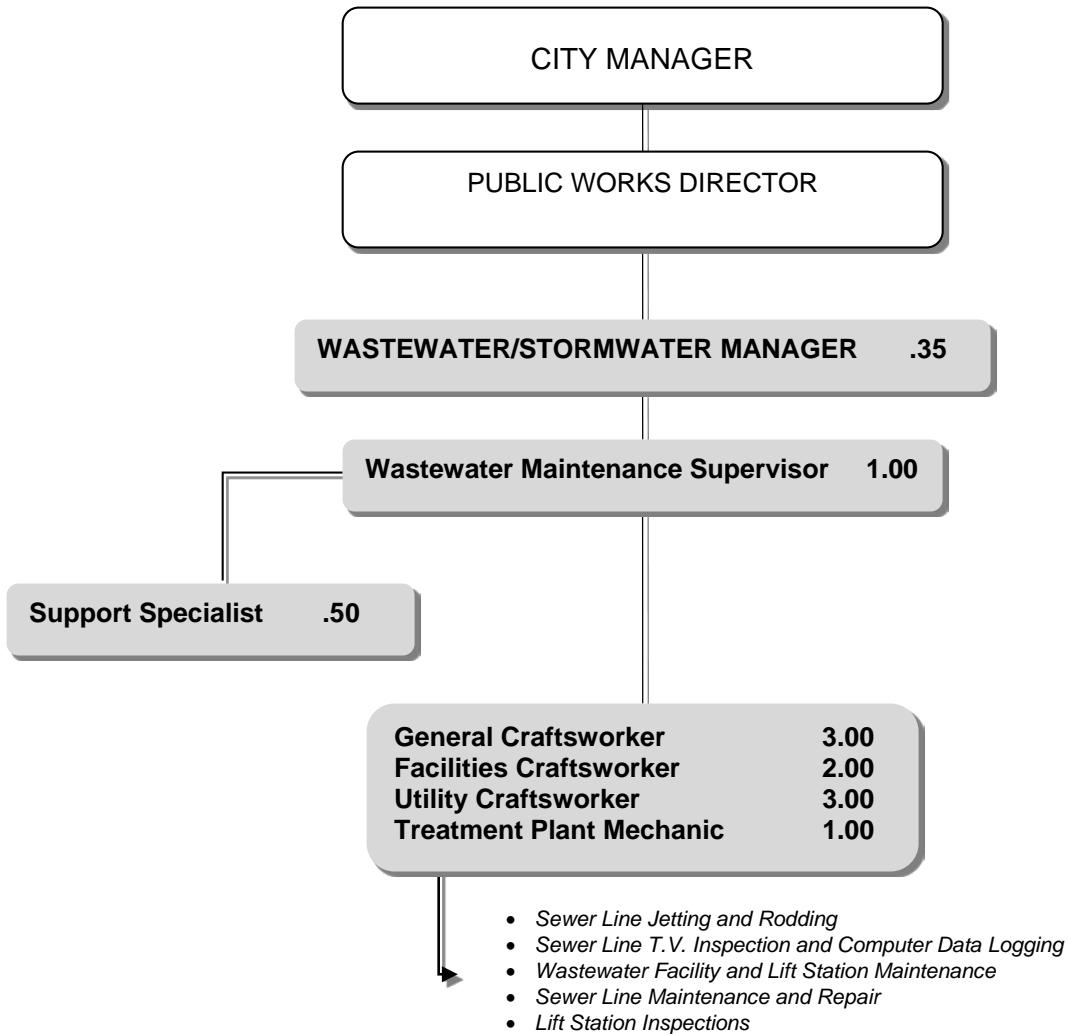






**Wastewater Utility Fund  
Public Works Department  
WASTEWATER MAINTENANCE DIVISION**

2015 FUNCTIONAL CHART



**Wastewater Utility Fund  
Public Works Department  
Wastewater Maintenance Division**

**Mission Statement:** Richland Wastewater guards public and environmental health using proven treatment techniques and best management practices.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

**Wastewater Utility Fund  
Public Works Department  
Wastewater Maintenance Division**

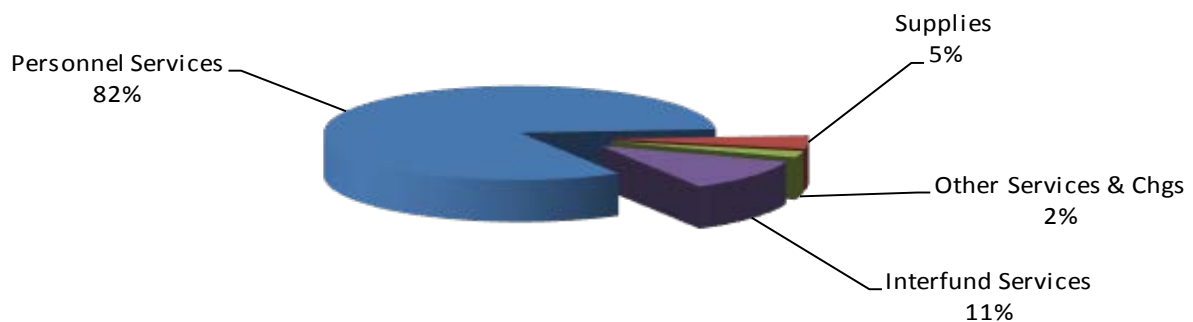
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Wastewater/Stormwater Manager	0.35	0.35	0.35	0.35	0.35
Support Specialist	0.50	0.50	0.50	0.50	0.50
Wastewater Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Treatment Plant Mechanic	1.00	1.00	1.00	1.00	1.00
General Craftworker	3.00	3.00	3.00	3.00	3.00
Facilities Craftworker	2.00	2.00	2.00	2.00	2.00
Utility Craftworker	3.00	3.00	3.00	3.00	3.00
<b>Total Full-Time Positions:</b>	<b>10.85</b>	<b>10.85</b>	<b>10.85</b>	<b>10.85</b>	<b>10.85</b>
Part-Time	Varies	Varies	Varies	Varies	Varies

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,096,757	\$ 1,176,620	\$ 1,160,733	\$ 1,195,214	\$ 1,195,214
Supplies	54,985	84,000	94,709	66,268	66,268
Other Services & Chgs	60,823	36,156	35,539	31,890	31,890
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	169,400	176,457	166,077	162,149	162,149
<b>Total Current Expense</b>	<b>\$ 1,381,965</b>	<b>\$ 1,473,233</b>	<b>\$ 1,457,058</b>	<b>\$ 1,455,521</b>	<b>\$ 1,455,521</b>
Transfers	-	-	-	-	-
Capital Outlay	1,954	6,186	20,986	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,383,919</b>	<b>\$ 1,479,419</b>	<b>\$ 1,478,044</b>	<b>\$ 1,455,521</b>	<b>\$ 1,455,521</b>

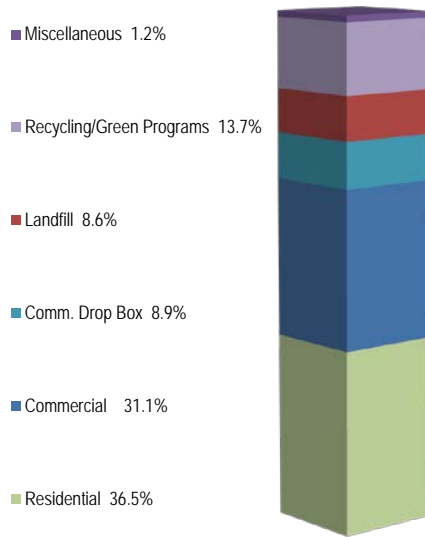
**2015 Budget**



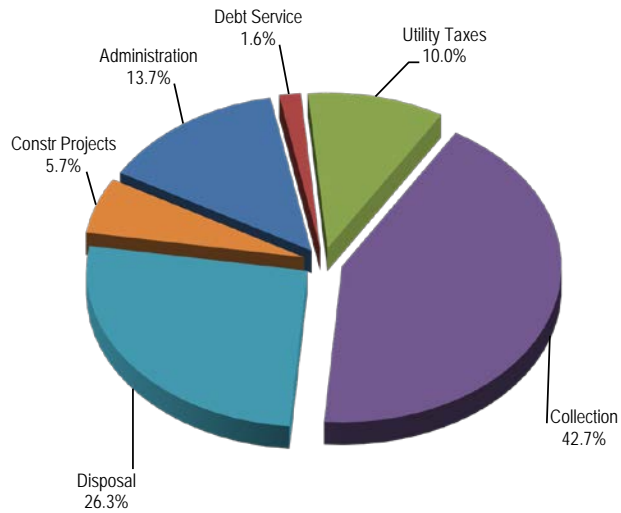
# SOLID WASTE FUND 404

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 8,045,319	\$ 8,063,550	\$ 8,063,550
Current Expenditures	(7,171,730)	(7,642,297)	(7,623,797)
Debt Service	(135,613)	(132,738)	(132,738)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	737,976	288,515	307,015
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(384,357)	(675,180)	(675,180)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(18,500)
Current Revenue Over (Under) All Expenditures	353,619	(386,665)	(386,665)
Beginning Fund Balance	4,778,602	5,034,836	386,665
Ending Fund Balance (Reserves)	5,132,221	4,648,171	-
Projected Reserves:			
Unassigned Fund Balance	1,636,120	992,070	-
Other Reserves	3,496,101	3,656,101	-
Additional Reserves	-	-	-
Totals	\$ 5,132,221	\$ 4,648,171	\$ -

## Revenues



## Expenditures by Activity



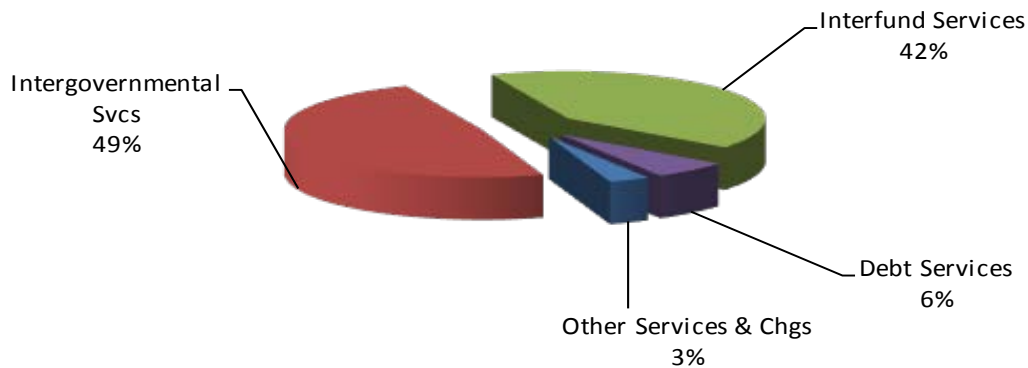
**Solid Waste Utility Fund  
Public Works Department  
Solid Waste Administration Division**

**Mission Statement:** Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	64,907	74,900	74,900	71,168	71,168
Intergovernmental Svcs	924,208	905,675	1,042,063	926,906	1,040,619
Interfund Services	837,220	883,957	860,501	872,858	891,435
<b>Total Current Expense</b>	<b>\$ 1,826,335</b>	<b>\$ 1,864,532</b>	<b>\$ 1,977,464</b>	<b>\$ 1,870,932</b>	<b>\$ 2,003,222</b>
Transfers	269,984	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	132,629	135,613	135,613	132,738	132,738
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 2,228,948</b>	<b>\$ 2,000,145</b>	<b>\$ 2,113,077</b>	<b>\$ 2,003,670</b>	<b>\$ 2,135,960</b>

**2015 Budget**



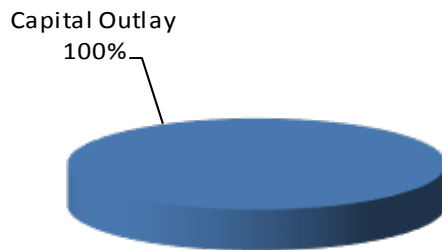
**Solid Waste Utility Fund  
Public Works Department  
Solid Waste Utility Construction Projects Division**

**Mission Statement:** Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

**Budget Summary**

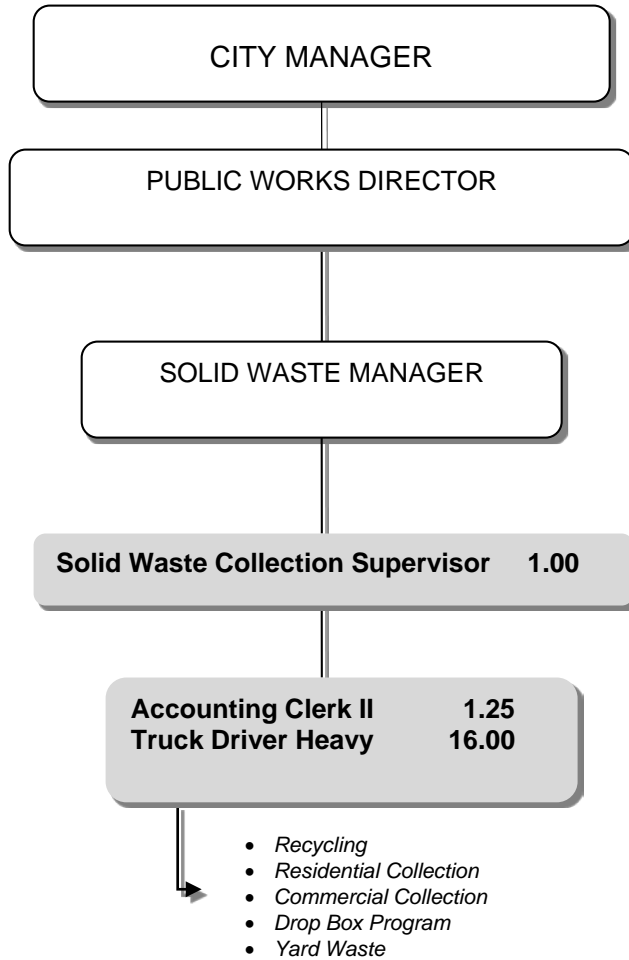
DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	477,094	125,000	171,469	488,000	488,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 477,094</b>	<b>\$ 125,000</b>	<b>\$ 171,469</b>	<b>\$ 488,000</b>	<b>\$ 488,000</b>

**2015 Budget**



**Solid Waste Utility Fund  
Public Works Department  
SOLID WASTE COLLECTION DIVISION**

2015 FUNCTIONAL CHART



**Solid Waste Utility Fund  
Public Works Department  
Solid Waste Collection Division**

**Mission Statement:** Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"



**Solid Waste Utility Fund  
Public Works Department  
Solid Waste Collection Division**

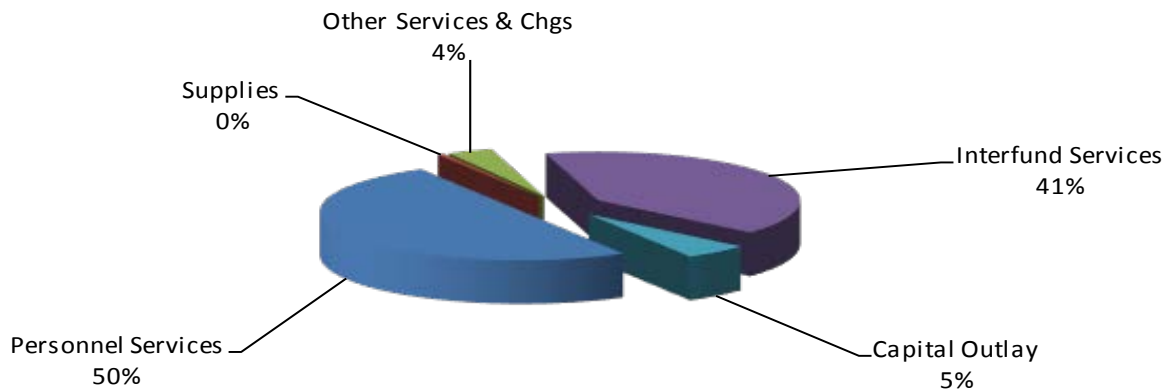
**Personnel Summary**

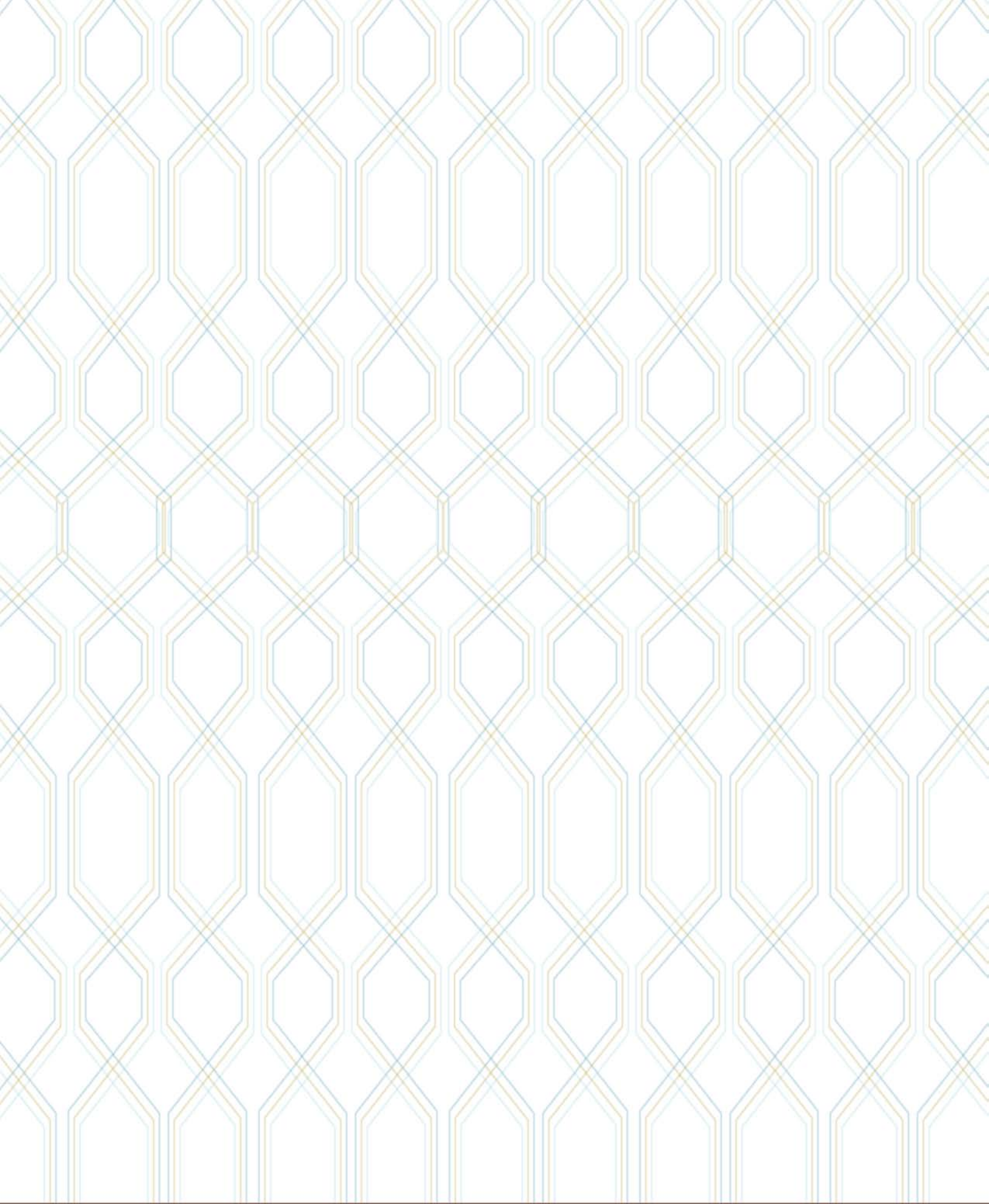
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Solid Waste Collection Supervisor	1.00	1.00	1.00	1.00	1.00
Accounting Clerk II	1.25	1.25	1.25	1.25	1.25
Truck Driver Heavy	16.00	16.00	16.00	16.00	16.00
<b>Total Full-Time Positions:</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>
Part-Time	Varies	Varies	Varies	Varies	Varies

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 1,790,950	\$ 1,872,093	\$ 1,810,655	\$ 1,802,554	\$ 1,802,554
Supplies	10,444	10,300	17,478	18,800	18,800
Other Services & Chgs	143,922	142,586	133,829	131,175	131,175
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	1,164,184	1,124,980	1,299,072	1,466,301	1,466,301
<b>Total Current Expense</b>	<b>\$ 3,109,500</b>	<b>\$ 3,149,959</b>	<b>\$ 3,261,034</b>	<b>\$ 3,418,830</b>	<b>\$ 3,418,830</b>
Transfers	-	-	-	-	-
Capital Outlay	334,942	170,000	206,204	187,180	187,180
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,444,442</b>	<b>\$ 3,319,959</b>	<b>\$ 3,467,238</b>	<b>\$ 3,606,010</b>	<b>\$ 3,606,010</b>

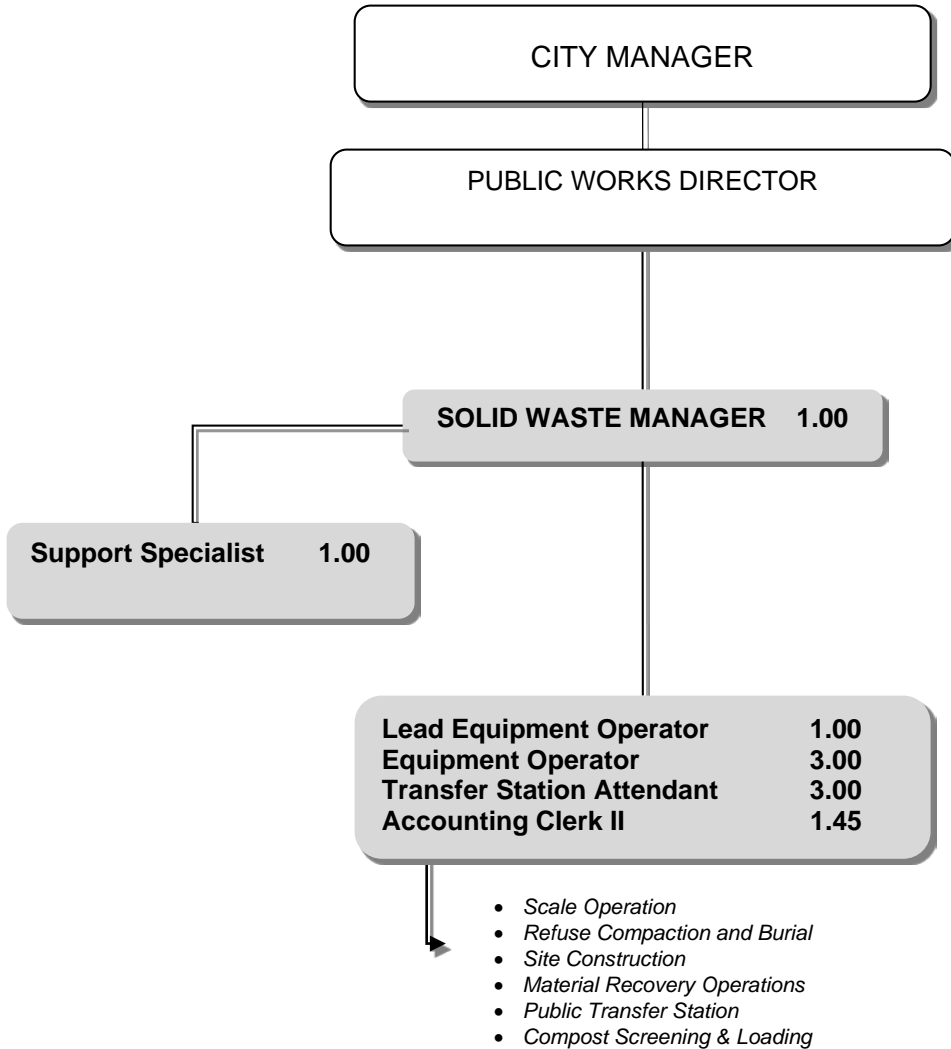
**2015 Budget**





**Solid Waste Utility Fund  
Public Works Department  
SOLID WASTE DISPOSAL DIVISION**

2015 FUNCTIONAL CHART



**Solid Waste Utility Fund  
Public Works Department  
Solid Waste Disposal Division**

**Mission Statement:** Richland Solid Waste collects and manages the community’s waste, maximizing best handling practices and environmental stewardship.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Average # of residential customers serviced per route hour	150	167	165	165
In place density at landfill pit (lbs per CY)	1,450	1,550	1,550	1,550
Cost per ton of solid waste	\$101.89	\$119.81	\$105.42	\$108.19
Percentage of diverted material from landfill	34%	32%	35%	35%

**Solid Waste Utility Fund  
Public Works Department  
Solid Waste Disposal Division**

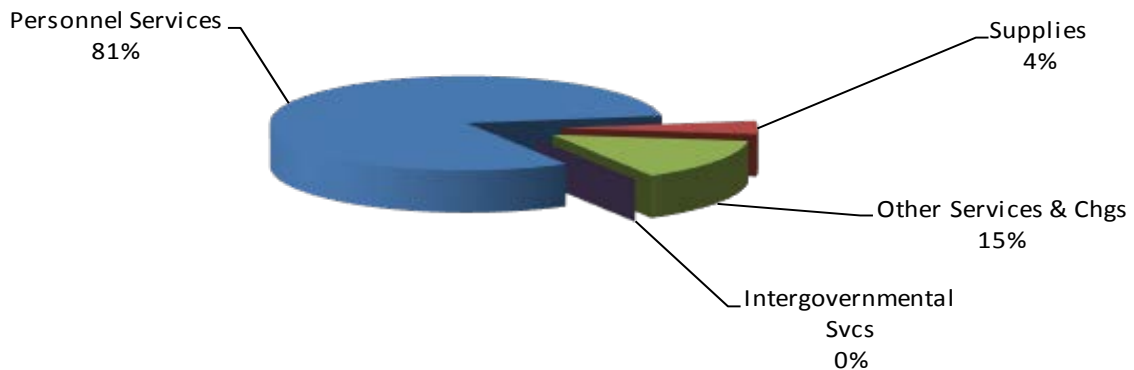
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Solid Waste Manager	1.00	1.00	1.00	1.00	1.00
Lead Equipment Operator	1.00	1.00	1.00	1.00	1.00
Equipment Operator	3.00	3.00	3.00	3.00	3.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Clerk II	1.25	1.25	1.25	1.45	1.45
Transfer Station Attendant	3.00	3.00	3.00	3.00	3.00
<b>Total Full-Time Positions:</b>	<b>10.25</b>	<b>10.25</b>	<b>10.25</b>	<b>10.45</b>	<b>10.45</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 981,963	\$ 1,076,948	\$ 1,011,558	\$ 1,101,697	\$ 1,101,697
Supplies	42,508	54,600	77,184	43,400	61,900
Other Services & Chgs	453,441	215,396	230,574	198,594	198,594
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	769,102	738,588	711,301	858,054	858,054
<b>Total Current Expense</b>	<b>\$ 2,247,014</b>	<b>\$ 2,085,532</b>	<b>\$ 2,030,617</b>	<b>\$ 2,201,745</b>	<b>\$ 2,220,245</b>
Transfers	-	-	-	-	-
Capital Outlay	228,139	6,186	6,684	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 2,475,153</b>	<b>\$ 2,091,718</b>	<b>\$ 2,037,301</b>	<b>\$ 2,201,745</b>	<b>\$ 2,220,245</b>

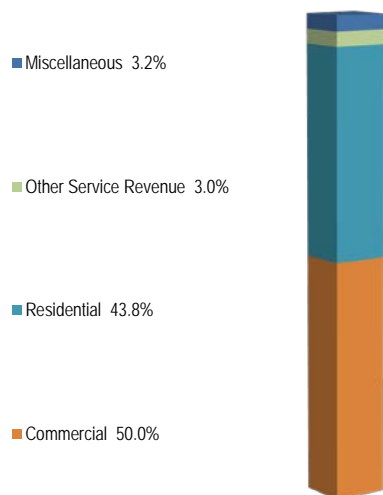
**2015 Budget**



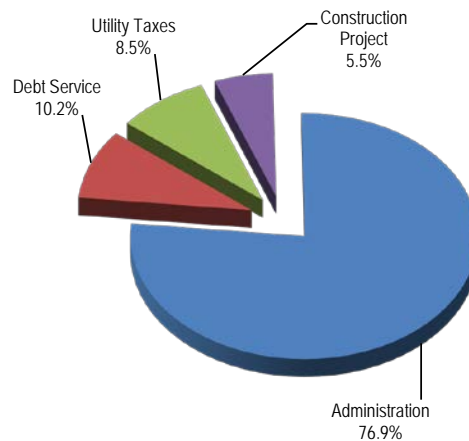
# STORMWATER FUND 405

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 1,827,755	\$ 1,831,755	\$ 1,831,755
Current Expenditures	(1,305,114)	(1,387,048)	(1,564,593)
Debt Service	(170,288)	(167,162)	(167,162)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	352,353	277,545	100,000
Non-Current Revenues	1,789,694	-	-
Capital Outlay	(2,337,947)	(100,000)	(100,000)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(195,900)	177,545	-
Beginning Fund Balance	1,681,440	1,510,911	-
Ending Fund Balance (Reserves)	1,485,540	1,688,456	-
Projected Reserves:			
Unassigned Fund Balance	1,379,236	1,588,683	-
Other Reserves	106,304	99,773	-
Bond Reserves	-	-	-
Totals	\$ 1,485,540	\$ 1,688,456	\$ -

**Revenues**



**Expenditures by Activity**



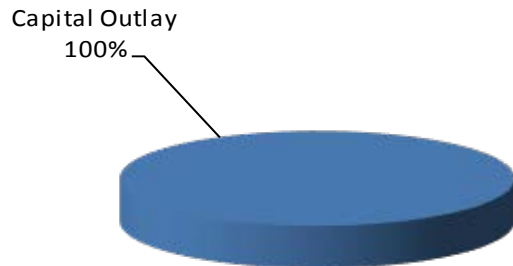
**Stormwater Utility Fund  
Public Works Department  
Stormwater Utility Construction Projects Division**

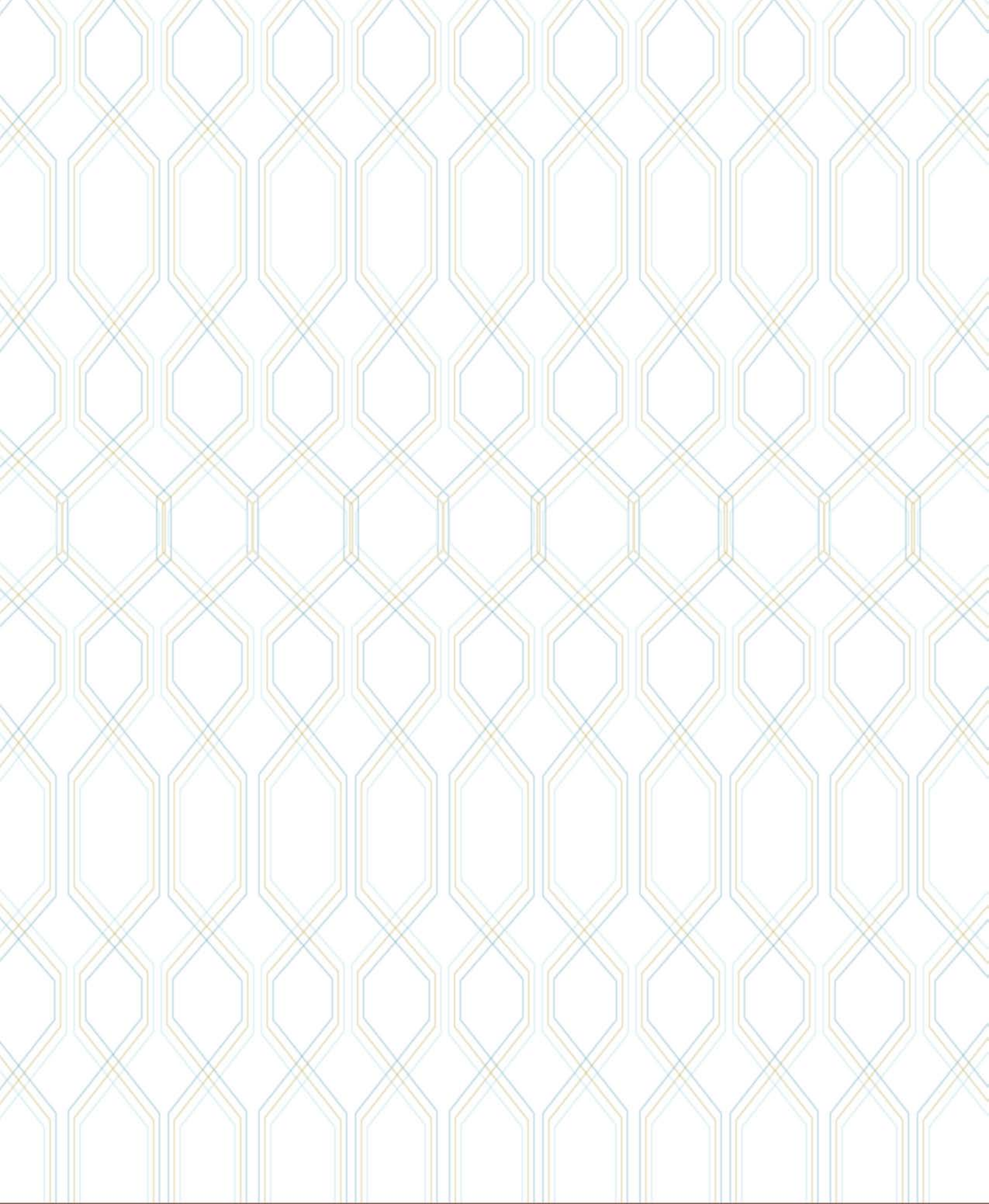
**Mission Statement:** Richland Stormwater protects property, rivers and streams using developing technologies and best management practices.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	182,266	1,795,000	2,337,947	100,000	100,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 182,266</b>	<b>\$ 1,795,000</b>	<b>\$ 2,337,947</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>

**2015 Budget**

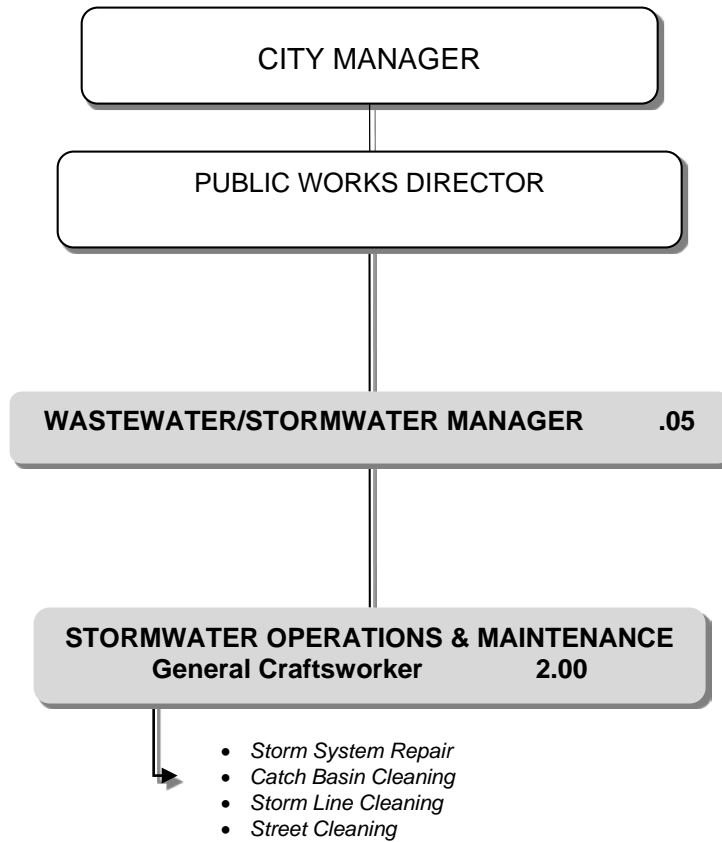






**Stormwater Utility Fund  
Public Works Department  
STORMWATER DIVISION**

2015 FUNCTIONAL CHART



**Stormwater Utility Fund  
Public Works Department  
Stormwater Division**

**Mission Statement:** Richland Stormwater protects property, rivers and streams using developing technologies and best management practices.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
National Pollutant Discharge Elimination System (NPDES) compliant (Y or N)	Y	Y	Y	Y
Number of illicit discharges	9	8	12	12

**Stormwater Utility Fund  
Public Works Department  
Stormwater Division**

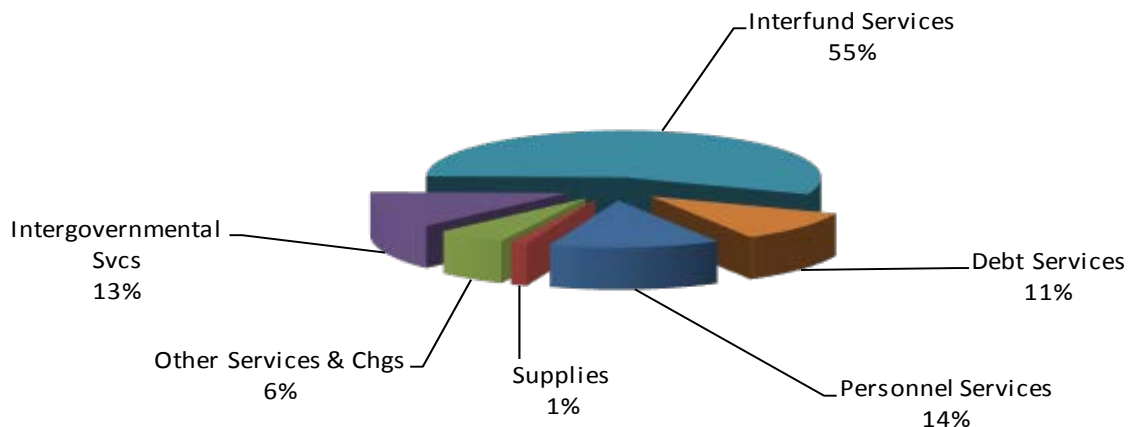
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Wastewater/Stormwater Manager	0.05	0.05	0.05	0.05	0.05
General Craftworker	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time Positions:</b>	<b>2.05</b>	<b>2.05</b>	<b>2.05</b>	<b>2.05</b>	<b>2.05</b>
Part-Time	Varies	Varies	Varies	Varies	Varies

**Budget Summary**

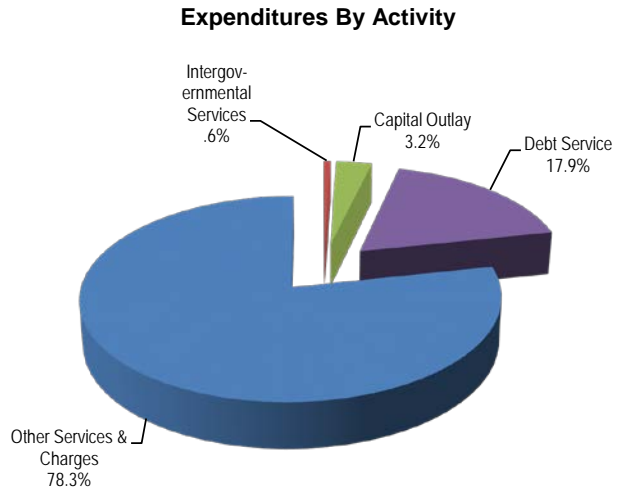
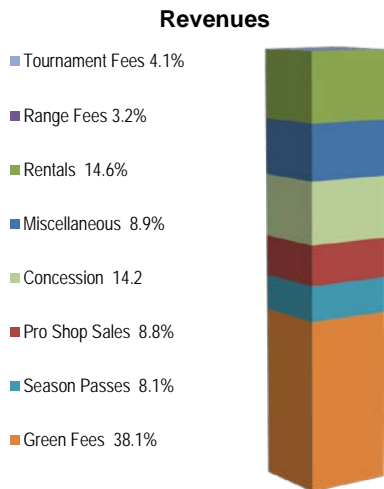
DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 204,225	\$ 220,960	\$ 210,378	\$ 216,608	\$ 216,608
Supplies	13,224	17,853	26,918	21,091	21,091
Other Services & Chgs	58,491	89,323	79,413	89,236	89,236
Intergovernmental Svcs	175,381	179,328	196,467	181,153	196,739
Interfund Services	788,118	862,875	766,566	829,825	863,374
<b>Total Current Expense</b>	<b>\$ 1,239,439</b>	<b>\$ 1,370,339</b>	<b>\$ 1,279,742</b>	<b>\$ 1,337,913</b>	<b>\$ 1,387,048</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	406,097	170,650	170,288	167,162	167,162
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,645,536</b>	<b>\$ 1,540,989</b>	<b>\$ 1,450,030</b>	<b>\$ 1,505,075</b>	<b>\$ 1,554,210</b>

**2015 Budget**



# GOLF COURSE FUND 406

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 1,643,772	\$ 1,686,445	\$ 1,686,445
Current Expenditures	(1,485,532)	(1,448,184)	(1,391,784)
Debt Service	(320,519)	(316,102)	(316,102)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(162,279)	(77,841)	(21,441)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(56,400)
Current Revenue Over (Under) All Expenditures	(162,279)	(77,841)	(77,841)
Beginning Fund Balance	283,656	121,377	77,841
Ending Fund Balance (Reserves)	121,377	43,536	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	51,377	70,000	-
Other Reserves	70,000	(26,464)	-
<b>Totals</b>	<b>\$ 121,377</b>	<b>\$ 43,536</b>	<b>\$ -</b>



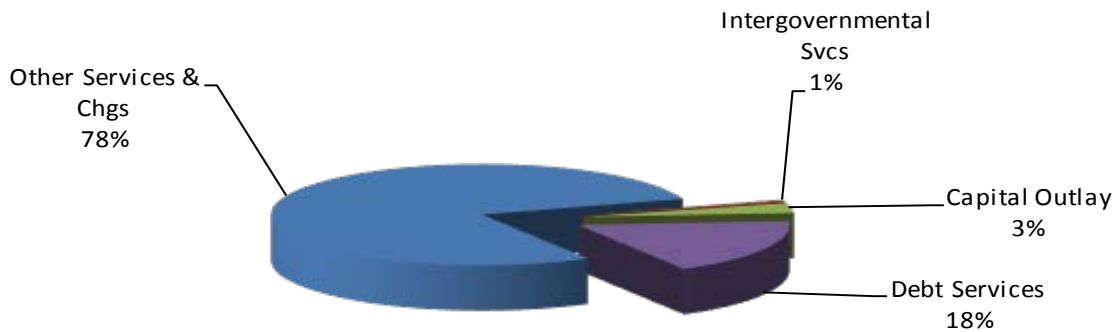
**Golf Course Fund  
Parks and Public Facilities Department  
Golf Course**

**Mission Statement:** The Golf Course Fund accounts for all business activities related to the Columbia Point golf course including revenues associated with green fees, food and beverage, cart rental, practice range fees, pro-shop retail sales; and expenses associated with salaries, equipment and supplies for the operation of the clubhouse, course and driving range.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	1,317,143	1,392,371	1,391,871	1,380,784	1,380,784
Intergovernmental Svcs	10,761	9,000	11,000	11,000	11,000
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 1,327,904</b>	<b>\$ 1,401,371</b>	<b>\$ 1,402,871</b>	<b>\$ 1,391,784</b>	<b>\$ 1,391,784</b>
Transfers	-	-	-	-	-
Capital Outlay	56,486	82,661	82,661	56,400	56,400
Debt Services	330,470	277,859	320,519	316,102	316,102
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,714,860</b>	<b>\$ 1,761,891</b>	<b>\$ 1,806,051</b>	<b>\$ 1,764,286</b>	<b>\$ 1,764,286</b>

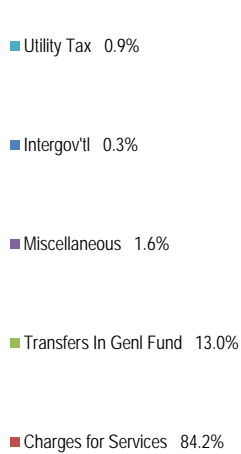
**2015 Budget**



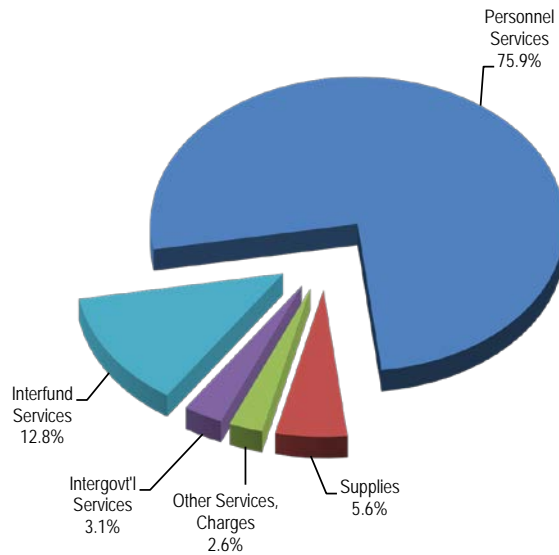
# MEDICAL SERVICE FUND 407

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 3,947,337	\$ 3,962,083	\$ 3,962,083
Current Expenditures	(3,217,424)	(3,659,835)	(3,852,083)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	729,913	302,248	110,000
Non-Current Revenues	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(110,000)
Current Revenue Over (Under) All Expenditures	729,913	302,248	-
Beginning Fund Balance	491,614	1,253,702	-
Ending Fund Balance (Reserves)	1,221,527	1,555,950	-
Projected Reserves:			
Unassigned Fund Balance	1,221,527	1,555,950	-
Other Reserves	-	-	-
Totals	\$ 1,221,527	\$ 1,555,950	\$ -

**Revenues**

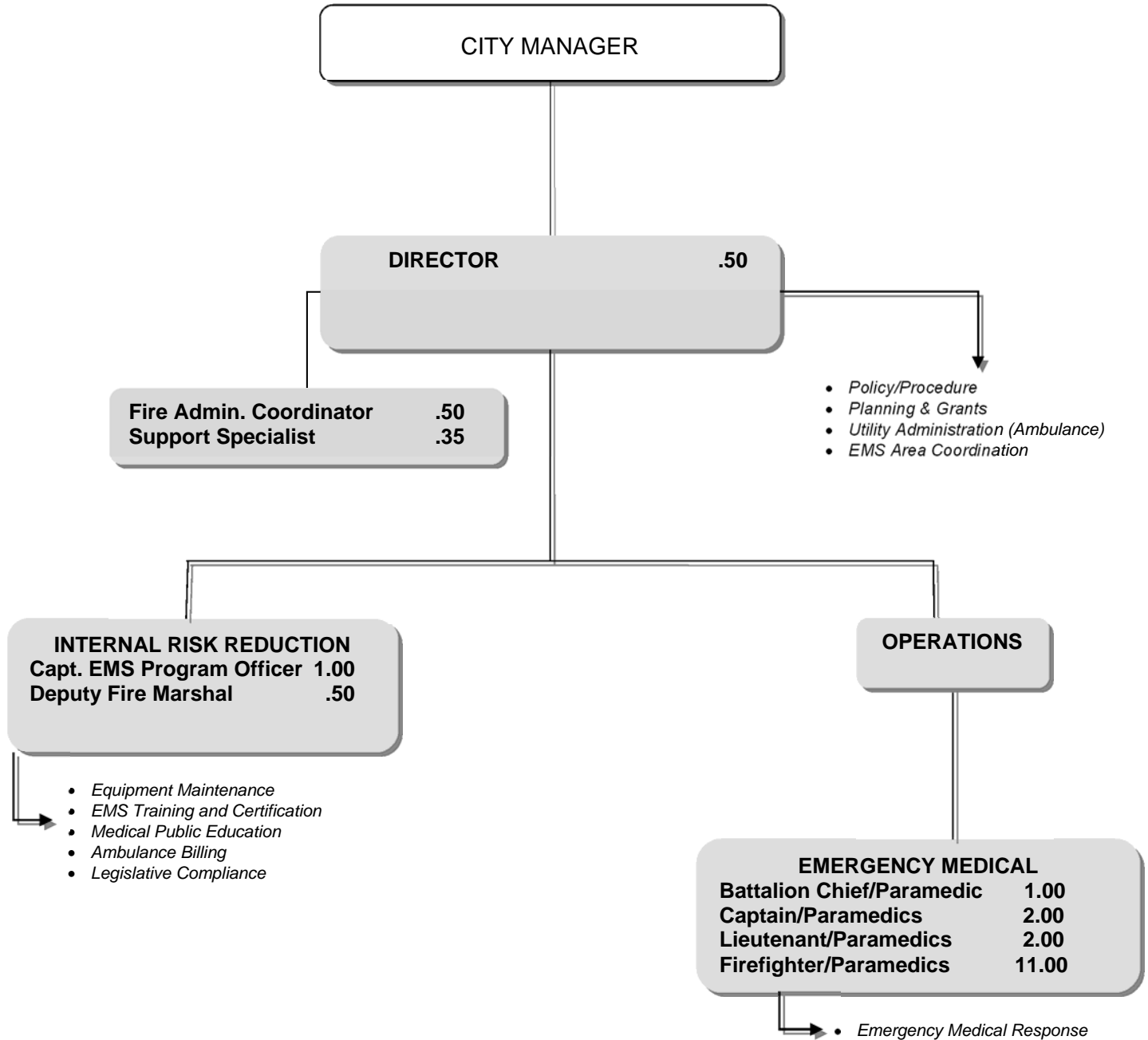


**Expenditures By Activity**



**Medical Service Fund  
Fire Services  
AMBULANCE DIVISION**

2015 FUNCTIONAL CHART



\*Ambulance Billing position (1.0 FTE) moved to Finance Division – budgeted in the Medical Services Fund

**Medical Services Fund  
Fire Services  
Ambulance Division**

**Mission Statement: To Protect and Enhance the Quality of Life** – Dedicated to provide the finest emergency pre-hospital care in our community with a highly skilled and caring staff of firefighters, EMTs and Paramedics, using state-of-the-art technologies and ongoing education. Staff is accountable to the community for demonstrable results.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Per capita expenditures	\$57.22	\$58.46	\$62.27	\$70.26
Ambulance incidents in the City	4,008	3,939	4,010	4,090
Percentage of Fire department’s emergency incidents meeting response time standards for first arriving unit	72.4%	67.6%	72.0%	75.0%
Percentage of Fire department’s emergency incidents meeting turnout time standards	25.0%	38.8%	45.0%	48.0%



**Medical Services Fund  
Fire Services  
Ambulance Division**

**Personnel Summary**

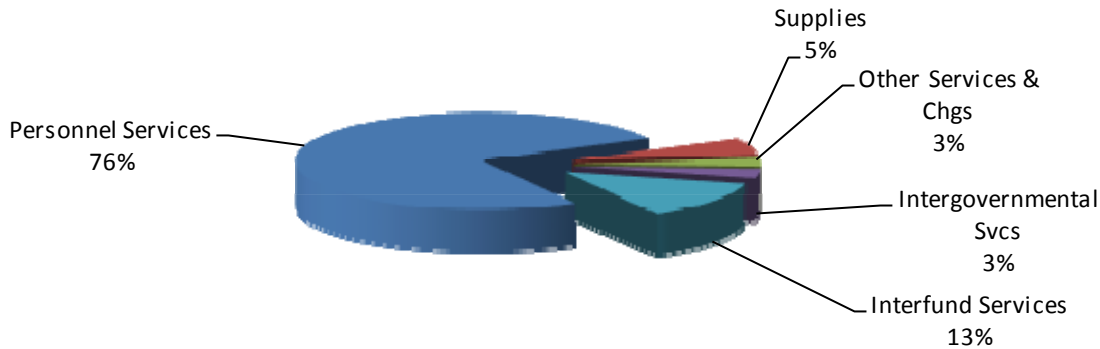
	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Fire & Emergency Services Director	0.50	0.50	0.50	0.50	0.50
Fire Admin. Coordinator	0.50	0.50	0.50	0.50	0.50
BC/Lt/Capt/Firefighter Paramedics	12.00	12.00	12.00	16.00	16.00
Captain EMS Program Manager	1.00	1.00	1.00	1.00	1.00
Deputy Fire Marshal	0.50	0.50	0.50	0.50	0.50
Accounting Specialist I*	1.00	1.00	0.00	0.00	0.00
Support Specialist	0.37	0.37	0.37	0.35	0.35
<b>Total Full-Time Positions:</b>	<b>15.87</b>	<b>15.87</b>	<b>14.87</b>	<b>18.85</b>	<b>18.85</b>

\*Accounting Specialist I (Ambulance Billing position) - transferred to Finance Division

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 2,345,108	\$ 2,294,487	\$ 2,370,446	\$ 2,778,883	\$ 2,778,883
Supplies	93,365	86,592	84,292	92,380	204,930
Other Services & Chgs	57,249	75,811	79,382	96,021	96,021
Intergovernmental Svcs	111,773	104,524	118,293	99,279	112,898
Interfund Services	307,673	282,124	301,096	437,395	467,103
<b>Total Current Expense</b>	<b>\$ 2,915,168</b>	<b>\$ 2,843,538</b>	<b>\$ 2,953,509</b>	<b>\$ 3,503,958</b>	<b>\$ 3,659,835</b>
Transfers	-	-	-	-	-
Capital Outlay	-	231,740	231,740	-	-
Debt Services	1,444	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 2,916,612</b>	<b>\$ 3,075,278</b>	<b>\$ 3,185,249</b>	<b>\$ 3,503,958</b>	<b>\$ 3,659,835</b>

**2015 Budget**



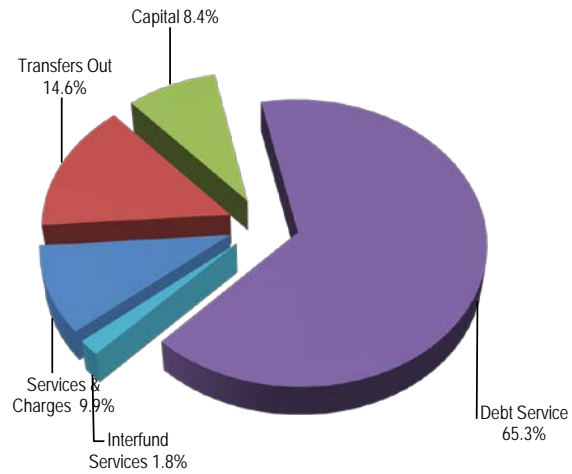
# BROADBAND UTILITY FUND 408

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 249,334	\$ 262,844	\$ 262,844
Current Expenditures	(218,204)	(74,638)	(74,638)
Debt Service	(163,644)	(184,942)	(184,942)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(132,514)	3,264	3,264
Non-Current Revenues	1,578,913	-	-
Capital Outlay	(1,965,808)	(23,845)	(23,845)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(519,409)	(20,581)	(20,581)
Beginning Fund Balance	796,570	244,271	20,581
Ending Fund Balance (Reserves)	277,161	223,690	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	277,161	223,690	-
Totals	\$ 277,161	\$ 223,690	\$ -

## Revenues



## Expenditures by Activity



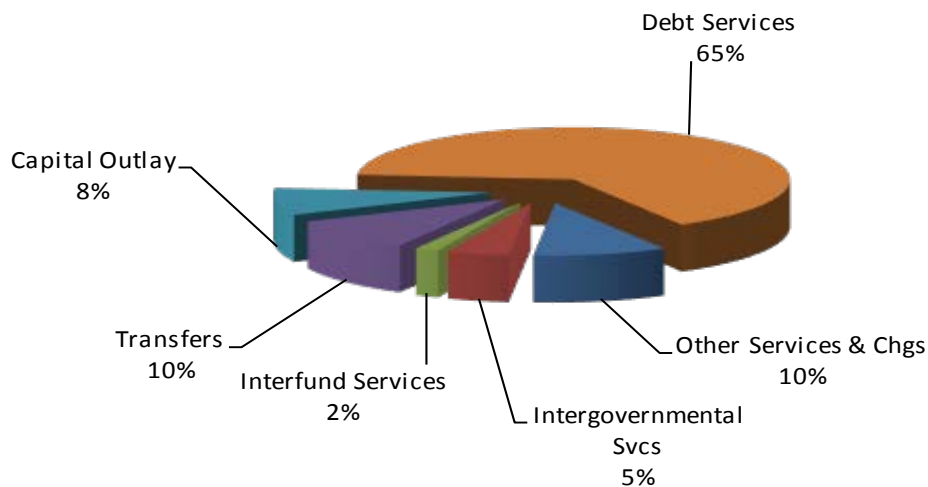
**Broadband Utility Fund  
Assistant City Manager  
Broadband Utility**

**Mission Statement:** The Broadband Utility Fund was created by Ordinance No. 22.09. The Assistant City Manager is responsible for administering the fund. As the Broadband Utility is not yet operational, the fund currently accounts for capital expenditures related to the design and construction of fiber optic infrastructure. This infrastructure will support future activities providing broadband access to the City, as well as educational and other institutions.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	66,515	13,200	165,348	28,200	28,200
Intergovernmental Svcs	-	-	52,000	-	13,000
Interfund Services	-	5,000	5,000	5,000	5,000
<b>Total Current Expense</b>	<b>\$ 66,515</b>	<b>\$ 18,200</b>	<b>\$ 222,348</b>	<b>\$ 33,200</b>	<b>\$ 46,200</b>
Transfers	180,504	28,746	28,746	28,438	28,438
Capital Outlay	990,093	-	1,965,808	23,845	23,845
Debt Services	122,651	141,958	163,644	184,942	184,942
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,359,763</b>	<b>\$ 188,904</b>	<b>\$ 2,380,546</b>	<b>\$ 270,425</b>	<b>\$ 283,425</b>

**2015 Budget**



# INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of goods and services provided by one department or operation to the rest of the governmental entity on a cost-reimbursement basis.

Central Stores Fund (501) accounts for the purchase of commonly used materials and supplies and inventory for resale to user departments.

Equipment Maintenance Fund (502) accounts for the maintenance and repair of all City-owned vehicles and to ensure that vehicles operate safely and efficiently.

Equipment Replacement Fund (503) accounts for monies set-aside for the future replacement of vehicles and related equipment when their useful life has expired.

Public Works Administration and Engineering Fund (505) accounts for the cost of providing engineering services to City departments. All costs are included in rates charged to departments.

Workers Compensation Reserve Fund (506) accounts for amounts paid for uninsured losses resulting from claims against the City. It is primarily used to handle Worker's Compensation on a "self-insured" basis.

Employee Benefits Plan Fund (520) accounts for payments for health, dental and vision insurance claims and related administrative costs.

Unemployment Fund (521) accounts for payments of claims and related administrative costs of Unemployment Compensation on a "self-insured" basis.

Post-Employment Health Care Plan Fund (522) accounts for payments for healthcare and prescription insurance claims and related administrative costs for eligible retirees.

## CENTRAL STORES FUND 501

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 25,650	\$ 25,650	\$ 25,650
Current Expenditures	(29,114)	(25,650)	(25,650)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(3,464)	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(3,464)	-	-
Beginning Fund Balance	68,979	65,515	-
Ending Fund Balance (Reserves)	65,515	65,515	-
Projected Reserves:			
Unassigned Fund Balance	515	515	-
Other Reserves	65,000	65,000	-
Additional Reserves	-	-	-
Totals	\$ 65,515	\$ 65,515	\$ -

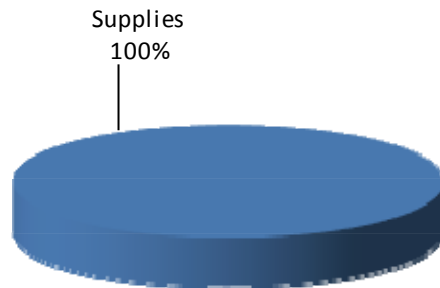
**Central Stores Fund  
Administrative Services Department  
Central Stores**

**Mission Statement:** The Central Stores Fund accounts for commonly used materials and supplies to inventory, for resale at cost to user departments. This division provides City departments the benefit of purchasing individual issues from inventory at wholesale prices and receiving quantity purchase discounts without overhead or administrative fees added to the item costs.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	22,553	25,500	25,650	25,650	25,650
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 22,553</b>	<b>\$ 25,500</b>	<b>\$ 25,650</b>	<b>\$ 25,650</b>	<b>\$ 25,650</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 22,553</b>	<b>\$ 25,500</b>	<b>\$ 25,650</b>	<b>\$ 25,650</b>	<b>\$ 25,650</b>

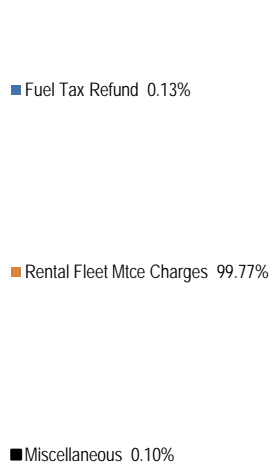
**2015 Budget**



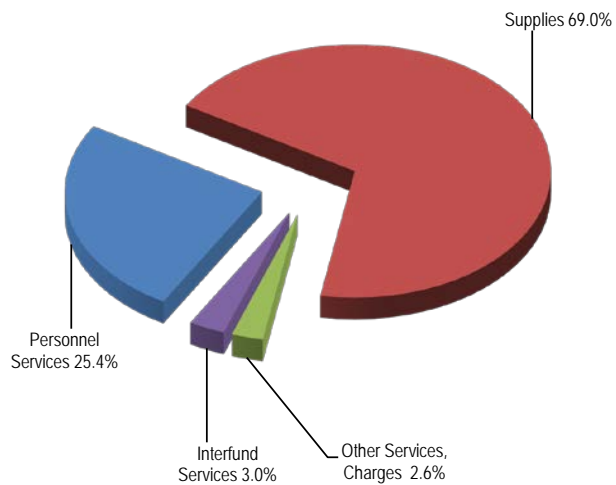
## EQUIPMENT MAINTENANCE FUND 502

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 3,462,156	\$ 3,745,645	\$ 3,745,645
Current Expenditures	(3,415,377)	(3,672,583)	(3,745,645)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	46,779	73,062	-
Non-Current Revenues	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	(21,415)	-	-
Current Revenue Over (Under) All Expenditures	25,364	73,062	-
Beginning Fund Balance	92,549	117,913	-
Ending Fund Balance (Reserves)	117,913	190,975	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	100,798	173,860	-
Other Reserves	17,115	17,115	-
Totals	\$ 117,913	\$ 190,975	\$ -

**Revenues**

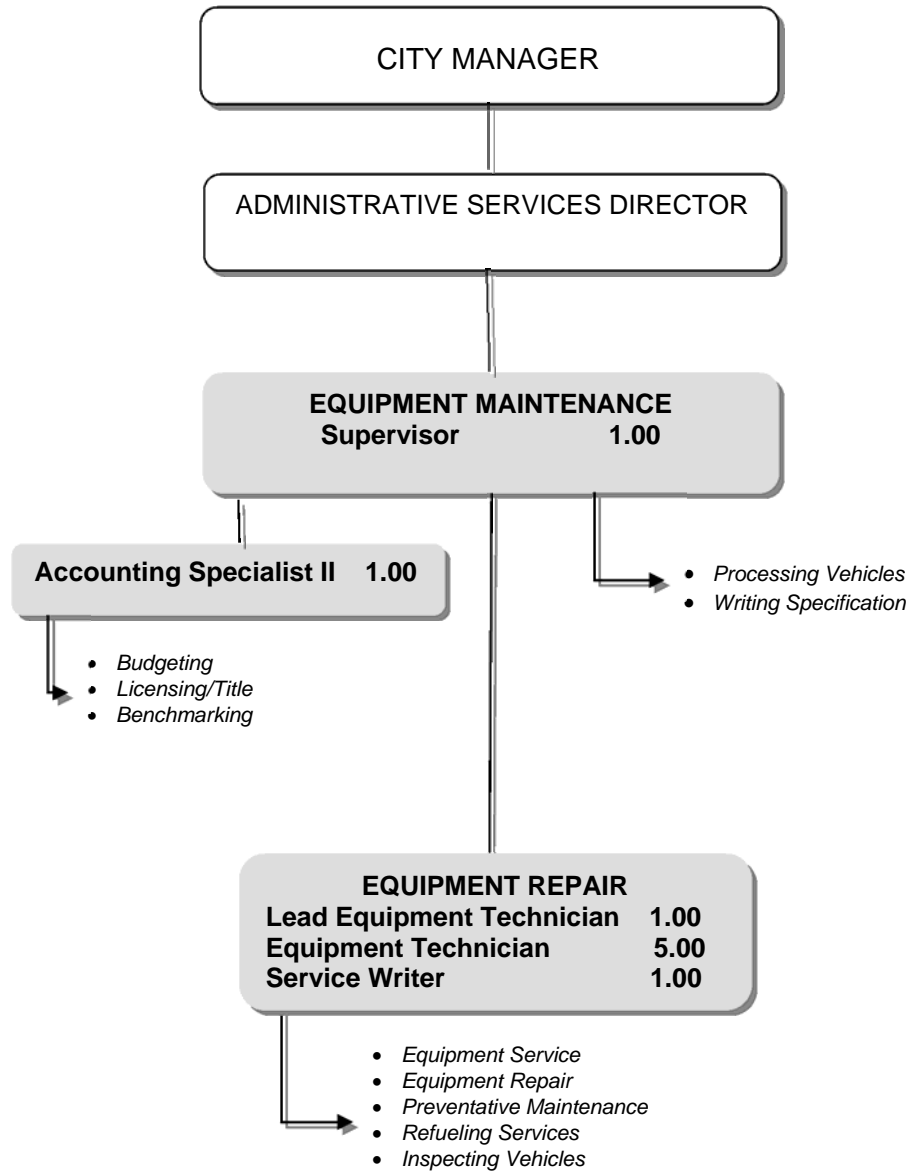


**Expenditures by Activity**



**Equipment Maintenance Fund  
Administrative Services Department  
EQUIPMENT MAINTENANCE**

2015 FUNCTIONAL CHART





**Equipment Maintenance Fund  
Administrative Services Department  
Equipment Maintenance Division**

**Mission Statement:** To provide professional, safe, and efficient comprehensive fleet management program, which responsively fulfills the vehicle and equipment needs of City departments through cost-effective practices and dedicated personal service.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Total fleet vehicles	439	441	462	466
Average age of fleet vehicles (years)	9.22	9.01	11.00	11.00
Number of work orders	2,752	3,038	3,310	3,650
Hours billed as a percentage of hours available	70.4%	92.8%	92.8%	92.0%

### Equipment Maintenance Fund Administrative Services Department Equipment Maintenance Division

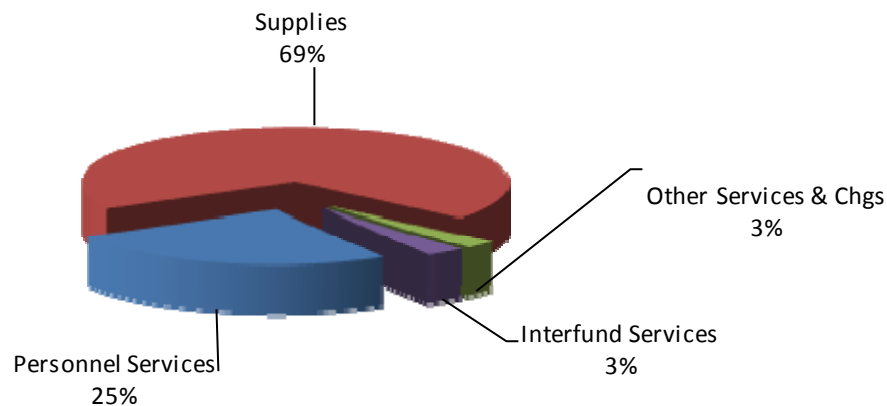
#### Personnel Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Equipment Technician	1.00	1.00	1.00	1.00	1.00
Equipment Technician	5.00	5.00	5.00	5.00	5.00
Service Writer	0.00	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 860,157	\$ 978,996	\$ 917,956	\$ 931,109	\$ 931,109
Supplies	2,287,827	2,232,131	2,299,458	2,538,181	2,538,181
Other Services & Chgs	78,321	93,378	85,421	94,526	94,526
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	128,166	109,384	112,542	108,767	108,767
<b>Total Current Expense</b>	<b>\$ 3,354,471</b>	<b>\$ 3,413,889</b>	<b>\$ 3,415,377</b>	<b>\$ 3,672,583</b>	<b>\$ 3,672,583</b>
Transfers	-	-	-	-	-
Capital Outlay	-	21,415	21,415	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,354,471</b>	<b>\$ 3,435,304</b>	<b>\$ 3,436,792</b>	<b>\$ 3,672,583</b>	<b>\$ 3,672,583</b>

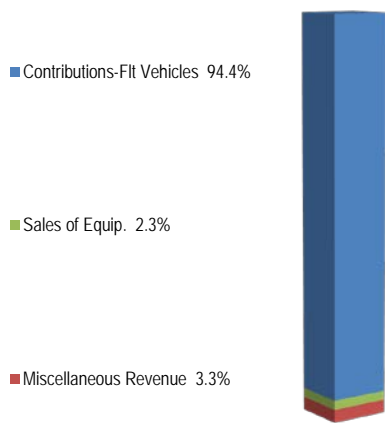
### 2015 Budget



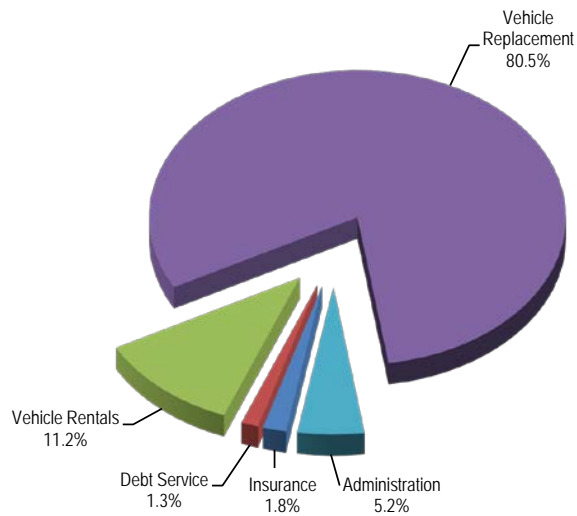
# EQUIPMENT REPLACEMENT FUND 503

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 1,668,992	\$ 1,908,149	\$ 1,908,149
Current Expenditures	(221,746)	(225,544)	(1,118,171)
Debt Service	(16,377)	(16,378)	(16,378)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	1,430,869	1,666,227	773,600
Non-Current Revenues	210,410	224,000	224,000
Capital Outlay	(1,940,418)	(997,600)	(997,600)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(299,139)	892,627	-
Beginning Fund Balance	2,672,567	2,373,428	-
Ending Fund Balance (Reserves)	2,373,428	3,266,055	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	2,373,428	3,266,055	-
Other Reserves	-	-	-
Additional Reserves	-	-	-
Totals	\$ 2,373,428	\$ 3,266,055	\$ -

**Revenues**



**Expenditures by Activity**



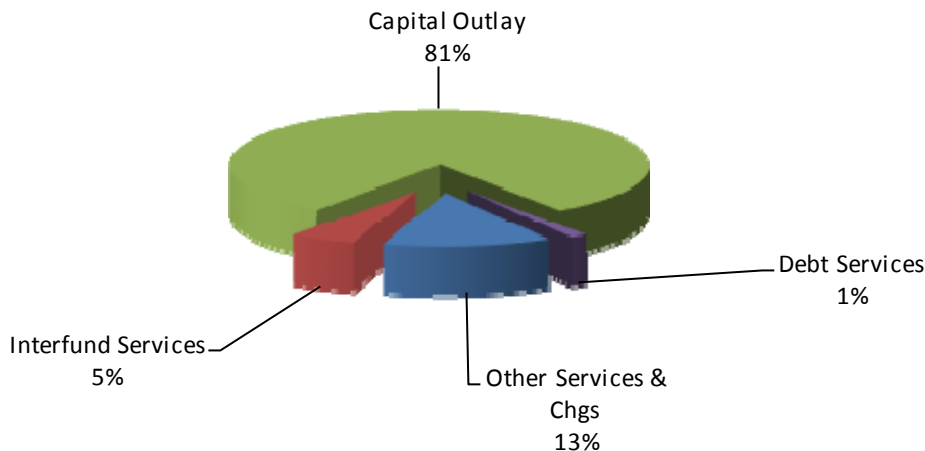
### Equipment Replacement Fund Administrative Services Department Equipment Replacement

**Mission Statement:** The Equipment Replacement Fund was established by ordinance in 1960 for the purpose of setting aside funds to replace equipment when the useful life has expired. The fund provides replacement monies for equipment maintained by the City's Equipment Maintenance Division once it is determined the equipment should be replaced.

#### Budget Summary

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	189,217	160,005	158,746	161,544	161,544
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	60,000	60,000	63,000	64,000	64,000
<b>Total Current Expense</b>	<b>\$ 249,217</b>	<b>\$ 220,005</b>	<b>\$ 221,746</b>	<b>\$ 225,544</b>	<b>\$ 225,544</b>
Transfers	-	-	-	-	-
Capital Outlay	1,864,299	1,929,949	1,940,418	997,600	997,600
Debt Services	16,377	123,415	16,377	16,378	16,378
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$2,129,893</b>	<b>\$2,273,369</b>	<b>\$2,178,541</b>	<b>\$1,239,522</b>	<b>\$1,239,522</b>

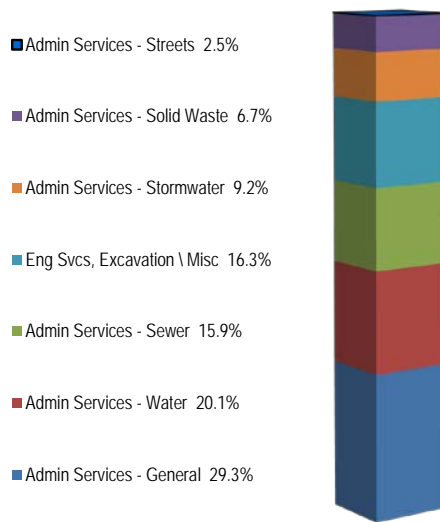
### 2015 Budget



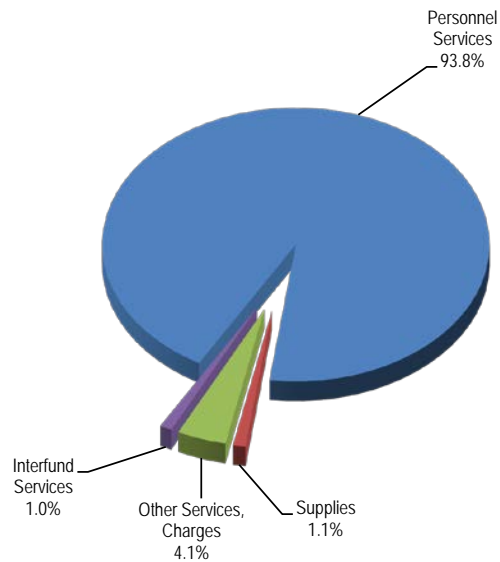
# PUBLIC WORKS ADMIN & ENGINEERING FUND 505

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 3,212,282	\$ 3,344,199	\$ 3,344,199
Current Expenditures	(3,214,897)	(3,344,199)	(3,328,755)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(2,615)	-	15,444
Non-Current Revenues	-	-	-
Capital Outlay	(9,175)	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(15,444)
Current Revenue Over (Under) All Expenditures	(11,790)	-	-
Beginning Fund Balance	12,785	995	-
Ending Fund Balance (Reserves)	995	995	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	-	-	-
Other Reserves	995	995	-
Additional Reserves	-	-	-
Totals	\$ 995	\$ 995	\$ -

**Revenues**

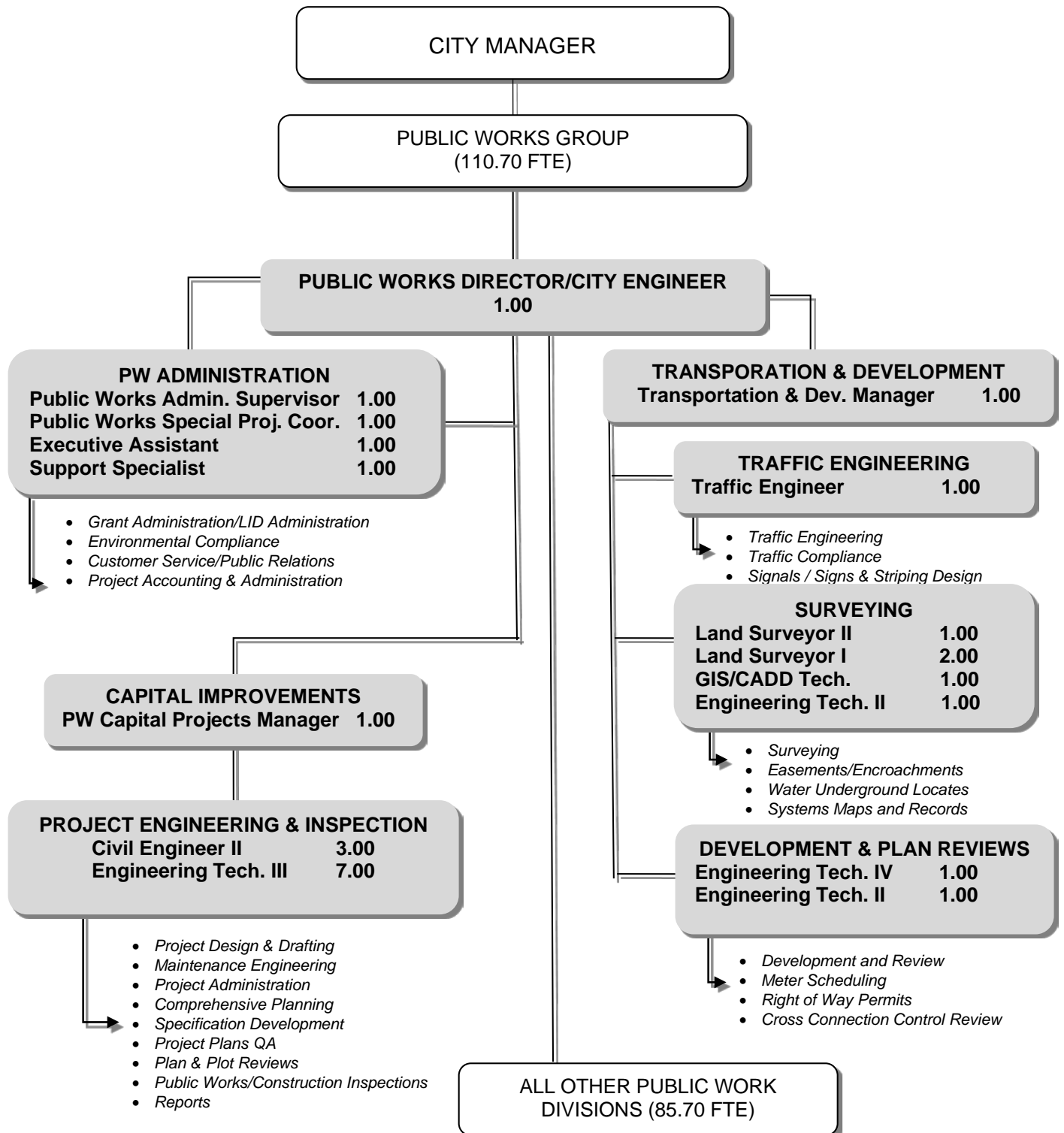


**Expenditures by Activity**



**Public Works Department  
PUBLIC WORKS ADMINISTRATION AND ENGINEERING**

2015 FUNCTIONAL CHART



**Public Works Administration Fund  
Public Works Department  
Public Works Administration and Engineering**

**Mission Statement:** Richland Public Works provides high quality transportation and utility services to our community by maximizing value, technology and innovation.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Percentage of projects with final project costs less than budget contract award	92%	82%	90%	90%
Percentage of projects to bid on schedule	69%	100%	100%	100%
Percentage of construction projects completed on schedule	92%	100%	100%	100%

**Public Works Administration Fund  
Public Works Department  
Public Works Administration and Engineering**

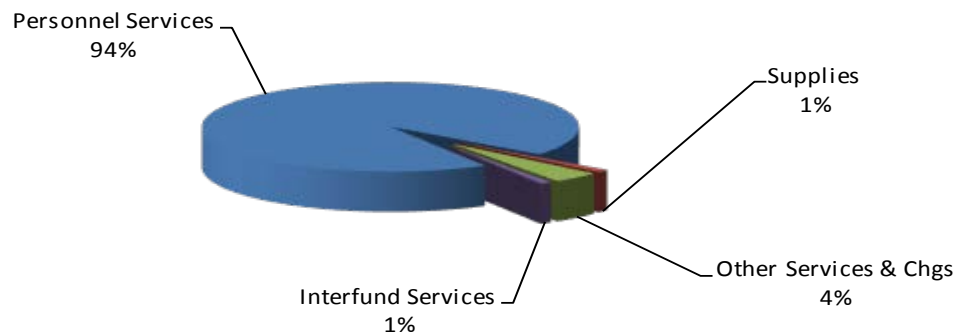
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Public Works Admin. Supervisor	1.00	1.00	1.00	1.00	1.00
Public Works Special Coordinator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
Civil Engineer III	2.00	2.00	0.00	0.00	0.00
PW Capital Projects Manager	0.00	0.00	1.00	1.00	1.00
Transportation & Dev. Manager	0.00	0.00	1.00	1.00	1.00
Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	3.00	3.00	3.00	3.00	3.00
Land Surveyor II	1.00	1.00	1.00	1.00	1.00
Land Surveyor I	1.00	2.00	2.00	2.00	2.00
Engineering Tech IV	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	6.00	6.00	6.00	7.00	7.00
Engineering Tech II	4.00	3.00	3.00	2.00	2.00
GIS/CADD Tech	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>25.00</b>	<b>25.00</b>	<b>25.00</b>	<b>25.00</b>	<b>25.00</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 2,957,810	\$ 3,192,662	\$ 3,025,679	\$ 3,138,391	\$ 3,138,391
Supplies	27,994	35,000	37,270	34,770	34,770
Other Services & Chgs	152,960	136,436	120,023	121,874	137,318
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	52,378	51,447	31,925	33,720	33,720
<b>Total Current Expense</b>	<b>\$ 3,191,142</b>	<b>\$ 3,415,545</b>	<b>\$ 3,214,897</b>	<b>\$ 3,328,755</b>	<b>\$ 3,344,199</b>
Transfers	-	-	-	-	-
Capital Outlay	4,053	9,175	9,175	-	-
Debt Services	874	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 3,196,069</b>	<b>\$ 3,424,720</b>	<b>\$ 3,224,072</b>	<b>\$ 3,328,755</b>	<b>\$ 3,344,199</b>

**2015 Budget**

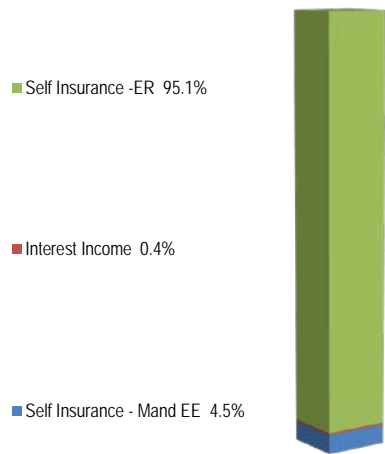




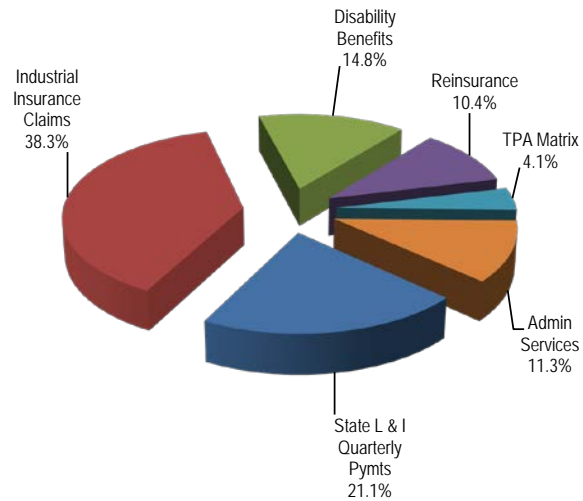
# WORKER'S COMPENSATION RESERVE FUND 506

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 928,716	\$ 951,308	\$ 951,308
Current Expenditures	(1,042,698)	(913,019)	(951,308)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(113,982)	38,289	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(113,982)	38,289	-
Beginning Fund Balance	271,935	157,953	-
Ending Fund Balance (Reserves)	157,953	196,242	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	7,953	26,207	-
Other Reserves	150,000	170,035	-
Totals	\$ 157,953	\$ 196,242	\$ -

**Revenues**



**Expenditures by Activity**



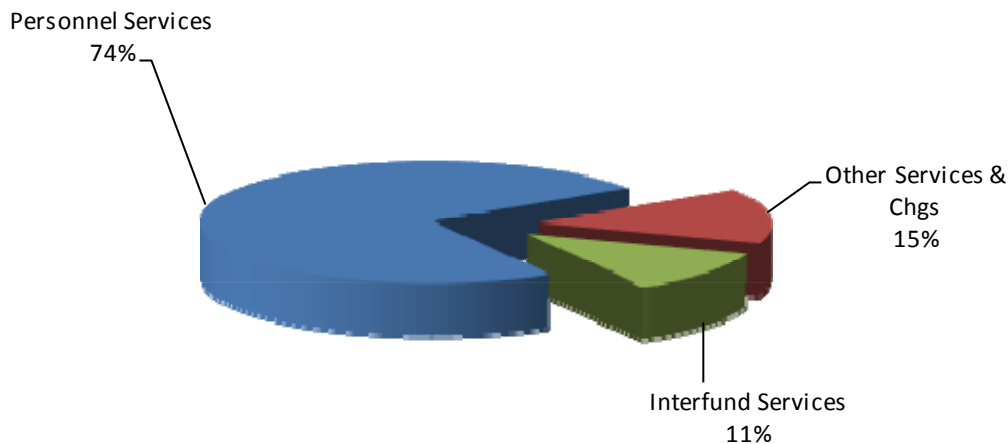
**Worker's Compensation Fund  
Administrative Services Department  
Worker's Compensation**

**Mission Statement:** The Worker's Compensation Fund was created by Ordinance No. 37-78 for the purpose of paying amounts for uninsured losses resulting from claims against the City. The fund has been used primarily to handle Worker's Compensation on a "self-insured" basis. Initially funded by a transfer of \$87,500 from the Energy Northwest Impact Fund, the reserve continues to be funded by monthly transfers from other funds in lieu of paying industrial insurance to the State.

**Budget Summary**

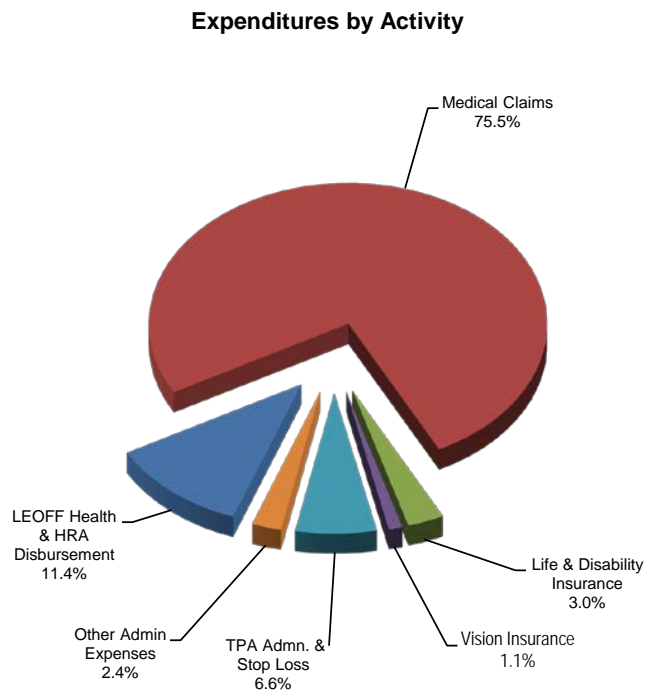
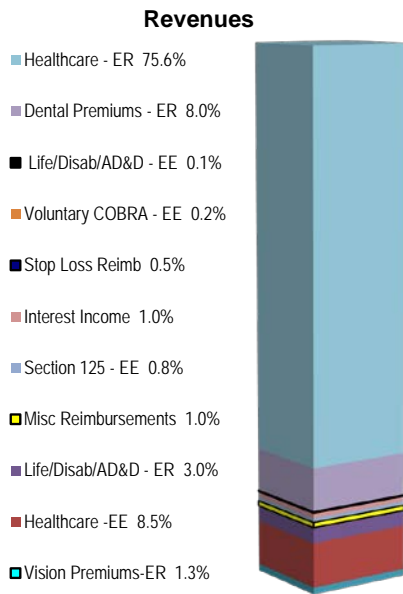
DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 648,061	\$ 550,000	\$ 825,207	\$ 677,000	\$ 677,000
Supplies	-	500	-	-	-
Other Services & Chgs	111,361	117,785	116,000	116,000	132,500
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	99,745	101,491	101,491	103,519	103,519
<b>Total Current Expense</b>	<b>\$ 859,167</b>	<b>\$ 769,776</b>	<b>\$ 1,042,698</b>	<b>\$ 896,519</b>	<b>\$ 913,019</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 859,167</b>	<b>\$ 769,776</b>	<b>\$ 1,042,698</b>	<b>\$ 896,519</b>	<b>\$ 913,019</b>

**2015 Budget**



# HEALTH CARE BENEFITS PLAN FUND 520

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 10,347,103	\$ 9,952,990	\$ 9,952,990
Current Expenditures	(10,452,450)	(9,925,845)	(9,952,990)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(105,347)	27,145	-
Non Current Expenditures	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(105,347)	27,145	-
Beginning Fund Balance	6,375,199	6,269,852	-
Ending Fund Balance (Reserves)	6,269,852	6,296,997	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	3,769,852	3,796,997	-
Other Reserves	2,500,000	2,500,000	-
Additional Reserves	-	-	-
<b>Totals</b>	<b>\$ 6,269,852</b>	<b>\$ 6,296,997</b>	<b>\$ -</b>



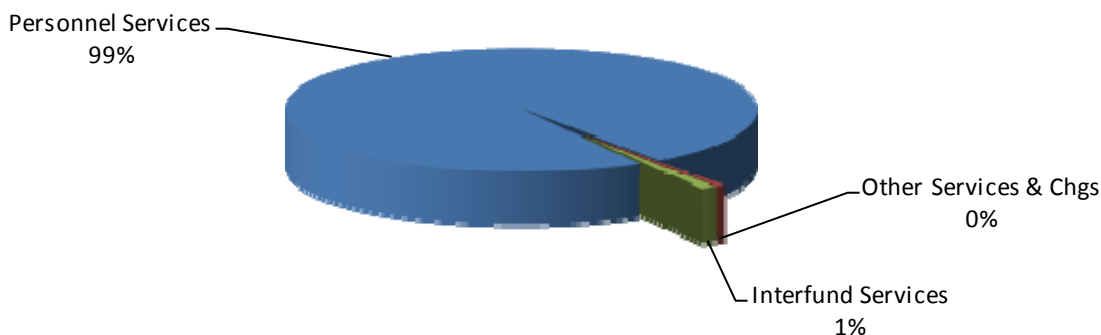
**Health Care/Benefits Plan Fund  
Administrative Services Department  
Employee Benefit Program**

**Mission Statement:** The Employment Benefit Program was established by RMC 3.24.655 to pay the cost of health and dental insurance claims and related administrative costs. The program is funded from monthly deposits, based on insurance premiums charged per employee to the City’s operating funds. The program was established in response to a change in handling health and dental insurance beginning January 1983.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	8,835,668	10,680,475	10,304,115	9,774,121	9,774,121
Supplies	23	-	-	-	-
Other Services & Chgs	26,056	30,035	43,872	44,650	44,650
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	102,666	104,463	104,463	107,074	107,074
<b>Total Current Expense</b>	<b>\$8,964,413</b>	<b>\$10,814,973</b>	<b>\$10,452,450</b>	<b>\$ 9,925,845</b>	<b>\$ 9,925,845</b>
Transfers	-	1,500,000	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$8,964,413</b>	<b>\$12,314,973</b>	<b>\$10,452,450</b>	<b>\$ 9,925,845</b>	<b>\$ 9,925,845</b>

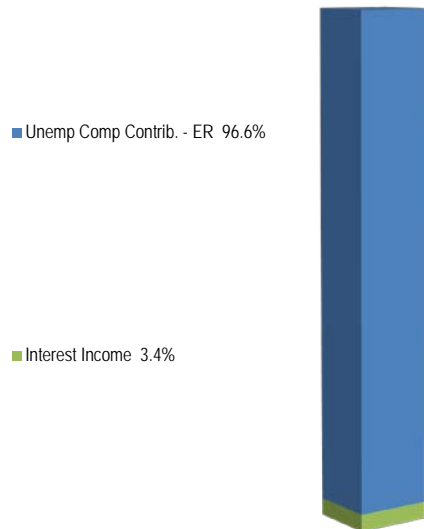
**2015 Budget**



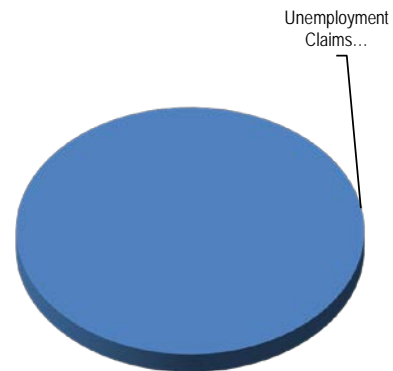
# UNEMPLOYMENT TRUST FUND 521

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 180,740	\$ 180,892	\$ 180,892
Current Expenditures	(164,930)	(160,000)	(180,892)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	15,810	20,892	-
Capital Outlay	-	-	-
Non Current Expenditures	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	15,810	20,892	-
Beginning Fund Balance	382,385	398,195	-
Ending Fund Balance (Reserves)	398,195	419,087	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	374,509	369,087	-
Other Reserves	23,686	50,000	-
Totals	\$ 398,195	\$ 419,087	\$ -

**Revenues**



**Expenditures by Activity**



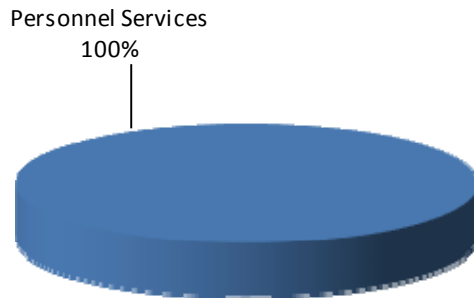
**Unemployment Fund  
Administrative Services Department  
Unemployment Division**

**Mission Statement:** The Unemployment Fund was established in 1978 when the City exercised the option to self-insure for Unemployment Compensation. The fund accounts for payments of claims and related administrative costs of Unemployment Compensation. The fund demonstrates a low turnover rate, monitors claims closely and is funded by transfers equal to 1.25% of budgeted salary costs.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 128,477	\$ 164,930	\$ 164,930	\$ 160,000	\$ 160,000
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 128,477</b>	<b>\$ 164,930</b>	<b>\$ 164,930</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 128,477</b>	<b>\$ 164,930</b>	<b>\$ 164,930</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>

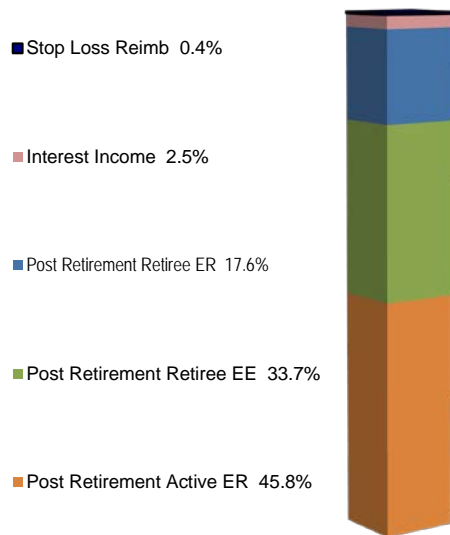
**2015 Budget**



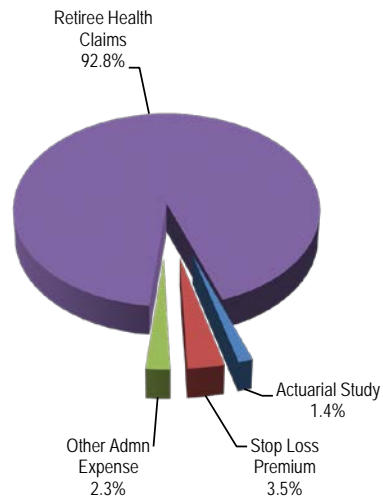
## POST EMPLOYMENT HEALTH CARE PLAN FUND 522

Description	Estimated 2014 Budget	0 2015 Budget	0 2015 Budget
Current Revenues	\$ 1,130,008.0	\$ 1,192,374.0	\$ 1,192,374.0
Current Expenditures	(1,164,091)	(1,063,133)	(1,177,374)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(34,083)	129,241	15,000
Capital Outlay	-	-	-
Increased Funding Requests	(307,660)	(15,000)	(15,000)
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(341,743)	114,241	-
Beginning Fund Balance	2,816,086	2,474,343	-
Ending Fund Balance (Reserves)	2,474,343	2,588,584	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	-	-	-
Other Reserves	2,474,343	2,588,584	-
<b>Totals</b>	<b>\$ 2,474,343</b>	<b>\$ 2,588,584</b>	<b>\$ -</b>

**Revenues**



**Expenditures by Activity**



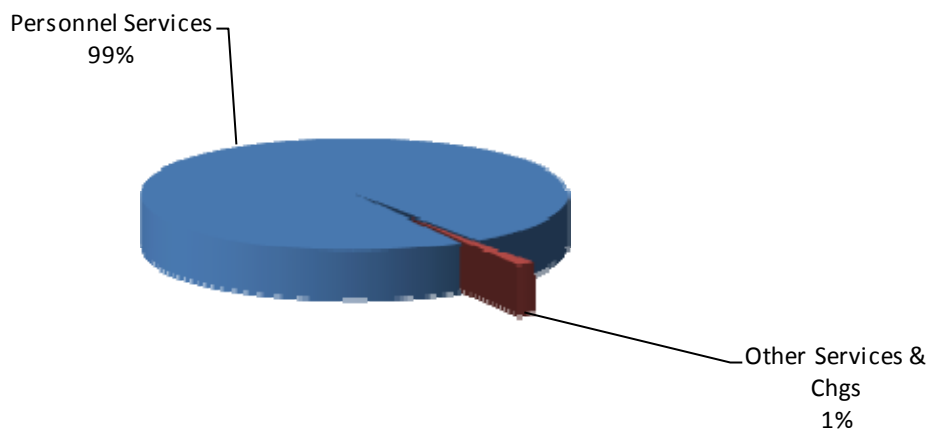
**Post Employment Healthcare Plan Fund  
Administrative Services Department  
Post Employment Benefits Division**

**Mission Statement:** The Post Employment Benefits Program was implemented in 2003 to provide healthcare benefits to unaffiliated and certain affiliated groups of employees in accordance with the recommendations of the Benefits and Services Focus Group. In accordance with GASB Statement 43, a separate Fund was established in 2006 to account for the payments of claims and related administrative costs of the Post Employment Benefits Program. The program is funded by a monthly contribution, which is currently based on approximately seven and one half percent of the premium amount of active unaffiliated employees and active employees of the participating bargaining units.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 1,629,720	\$ 1,025,141	\$ 1,471,751	\$ 1,063,133	\$ 1,063,133
Supplies	-	-	-	-	-
Other Services & Chgs	15,461	-	-	15,000	15,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 1,645,181</b>	<b>\$ 1,025,141</b>	<b>\$ 1,471,751</b>	<b>\$ 1,078,133</b>	<b>\$ 1,078,133</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,645,181</b>	<b>\$ 1,025,141</b>	<b>\$ 1,471,751</b>	<b>\$ 1,078,133</b>	<b>\$ 1,078,133</b>

**2015 Budget**





# TRUST & AGENCY FUNDS

Trust and Agency Funds are used to account for assets held by the City as a trustee or agent for various individuals, private organizations and other governmental units.

Fire Pension Fund (611) is used to provide pension and related benefits for firemen retired prior to March 1, 1970, and payment of excess retirement and medical benefits to active members as of that date.

Police Pension Fund (612) is used to provide pension and related benefits for policemen retired prior to March 1, 1970, and payment of excess retirement and medical benefits to active members as of that date.

Columbia Point Master Association Fund (630) accounts for proceeds from homeowners for payment of irrigation assessments.

Southeast Communications Fund (641) accounts for expenses and revenues of the Emergency Dispatch 911 Agency Operations.

800 MHz Project Fund (642) accounts for expenses and revenues associated with 800 MHz Project activities.

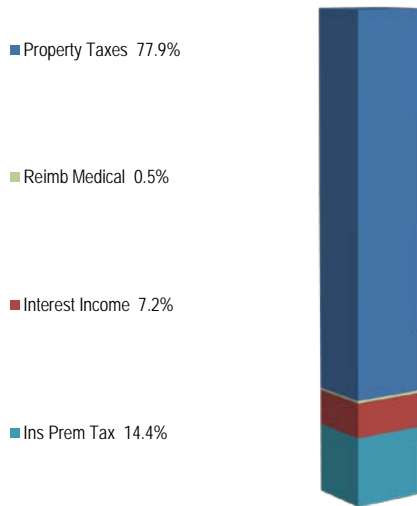
Emergency Management Fund (643) accounts for expenses and revenues of the Emergency Management Agency Operations.

Microwave Fund (644) accounts for expenses and revenues of the Microwave operations.

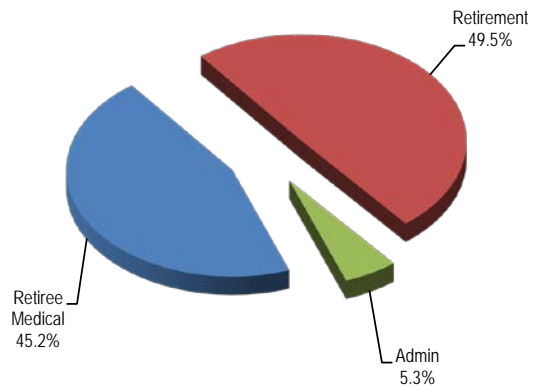
# FIRE PENSION FUND 611

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 444,576	\$ 449,515	\$ 449,515
Current Expenditures	(446,093)	(435,728)	(449,515)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(1,517)	13,787	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(1,517)	13,787	-
Beginning Fund Balance	977,262	975,745	-
Ending Fund Balance (Reserves)	975,745	989,532	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	975,745	989,532	-
Totals	\$ 975,745	\$ 989,532	\$ -

**Revenues**



**Expenditures by Activity**

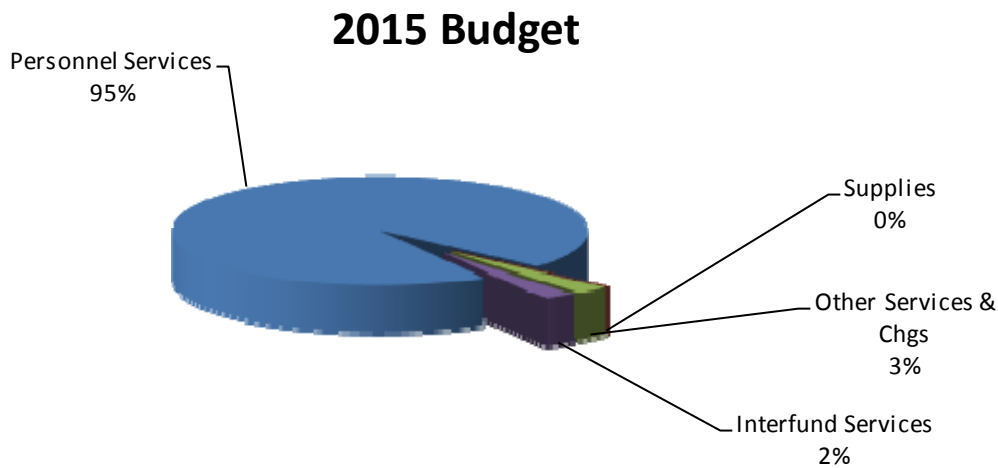


**Fire Pension Fund  
Administrative Services Department  
Fire Pension**

**Mission Statement:** The Fire Pension Fund was established to meet the requirement by state law RCW 41.18, 1955 Act, and provide pension and related benefits to Fire employees. The fund is administered by the Firemen’s Pension Board, which is comprised of the Mayor, City Clerk, Administrative Services Director and two Fire Fighters.

**Budget Summary**

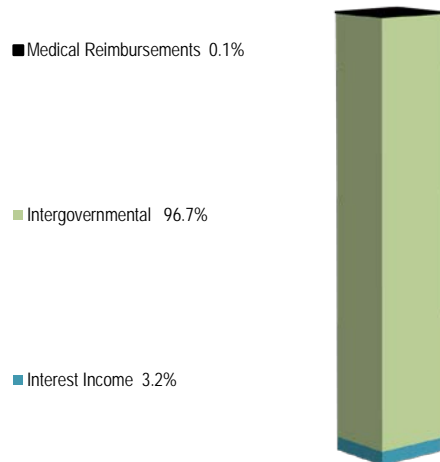
DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 350,005	\$ 430,777	\$ 428,917	\$ 412,742	\$ 412,742
Supplies	307	450	450	450	450
Other Services & Chgs	11,261	3,525	2,908	11,300	11,300
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	14,135	13,818	13,818	11,236	11,236
<b>Total Current Expense</b>	<b>\$ 375,708</b>	<b>\$ 448,570</b>	<b>\$ 446,093</b>	<b>\$ 435,728</b>	<b>\$ 435,728</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 375,708</b>	<b>\$ 448,570</b>	<b>\$ 446,093</b>	<b>\$ 435,728</b>	<b>\$ 435,728</b>



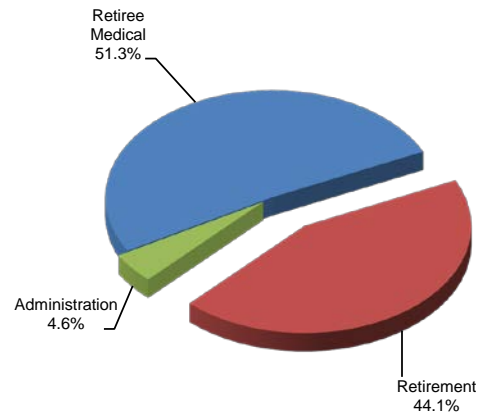
# POLICE PENSION FUND 612

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 507,325	\$ 517,075	\$ 517,075
Current Expenditures	(509,906)	(521,608)	(521,608)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(2,581)	(4,533)	(4,533)
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(2,581)	(4,533)	(4,533)
Beginning Fund Balance	381,460	378,879	4,533
Ending Fund Balance (Reserves)	378,879	374,346	-
Projected Reserves:			
Unassigned Fund Balance	378,879	374,346	-
Other Reserves	-	-	-
Totals	\$ 378,879	\$ 374,346	\$ -

**Revenues**



**Expenditures by Activity**



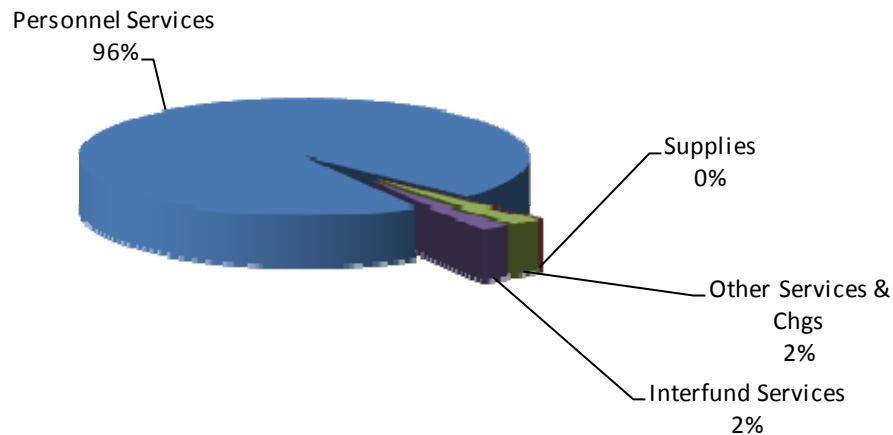
**Police Pension Fund  
Administrative Services Department  
Police Pension**

**Mission Statement:** The Police Pension Fund was established to meet the requirement by state law RCW 41.20, to provide pension and related benefits to Police employees. The fund is administered by the Policemen’s Pension Board, which is comprised of the Mayor, Mayor Pro-Tem, City Clerk, Administrative Service Director and three Police Officers.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 478,184	\$ 590,109	\$ 492,950	\$ 497,802	\$ 497,802
Supplies	288	450	450	450	450
Other Services & Chgs	12,087	3,700	2,958	11,800	11,800
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	13,787	13,548	13,548	11,556	11,556
<b>Total Current Expense</b>	<b>\$ 504,346</b>	<b>\$ 607,807</b>	<b>\$ 509,906</b>	<b>\$ 521,608</b>	<b>\$ 521,608</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 504,346</b>	<b>\$ 607,807</b>	<b>\$ 509,906</b>	<b>\$ 521,608</b>	<b>\$ 521,608</b>

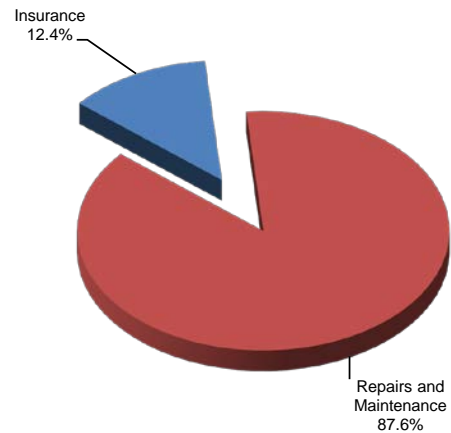
**2015 Budget**



## COLUMBIA POINT MASTER ASSOCIATION FUND 630

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 8,840	\$ 8,840	\$ 8,840
Current Expenditures	(10,860)	(10,860)	(10,860)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(2,020)	(2,020)	(2,020)
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(2,020)	(2,020)	(2,020)
Beginning Fund Balance	16,988	14,968	2,020
Ending Fund Balance (Reserves)	14,968	12,948	-
Projected Reserves:			
Unassigned Fund Balance	14,968	12,948	-
Other Reserves	-	-	-
Totals	\$ 14,968	\$ 12,948	\$ -

**Expenditures by Activity**

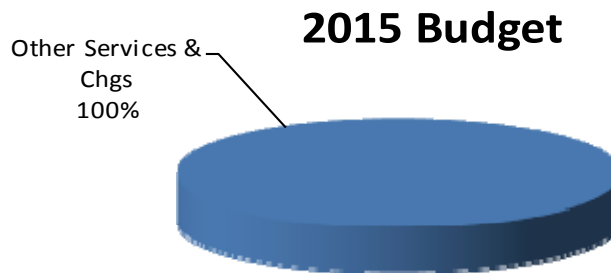


**Columbia Point Master Association Fund  
Community and Development Services  
Columbia Point Master Association**

**Mission Statement:** Columbia Point Master Association is a pass through agency fund that accounts for payments to vendors for landscaping and insurance for the common areas of Columbia Point development. Property owners in the development are assessed an annual fee to offset the maintenance costs of those common areas.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	8,269	10,950	10,860	10,860	10,860
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ 8,269</b>	<b>\$ 10,950</b>	<b>\$ 10,860</b>	<b>\$ 10,860</b>	<b>\$ 10,860</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 8,269</b>	<b>\$ 10,950</b>	<b>\$ 10,860</b>	<b>\$ 10,860</b>	<b>\$ 10,860</b>



# SOUTHEAST COMMUNICATION CENTER FUND 641

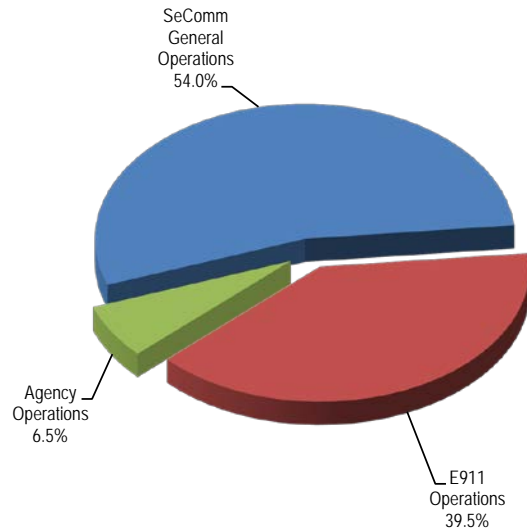
Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 4,199,241	\$ 4,281,121	\$ 4,281,121
Current Expenditures	(4,241,824)	(4,368,015)	(4,368,015)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(42,583)	(86,894)	(86,894)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(1,008,517)	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(1,051,100)	(86,894)	(86,894)
Beginning Fund Balance	3,300,628	2,249,528	86,894
Ending Fund Balance (Reserves)	2,249,528	2,162,634	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	-	-	-
Other Reserves	2,249,528	2,162,634	-
<b>Totals</b>	<b>\$ 2,249,528</b>	<b>\$ 2,162,634</b>	<b>\$ -</b>

**Revenues**

- Interest Income 0.7%
- Prepaid Phone 911 Tax 4.5%
- E911 - Switched 5.6%
- E911- Wireless 24.4%
- E911-VOIP 4.6%
- Other Agencies 0.2%
- BCFD #1-#6 3.7%
- Prosser 2.2%
- West Richland 4.9%
- Benton Co Sheriff 12.7%
- Richland 16.1%
- Kennewick 20.4%



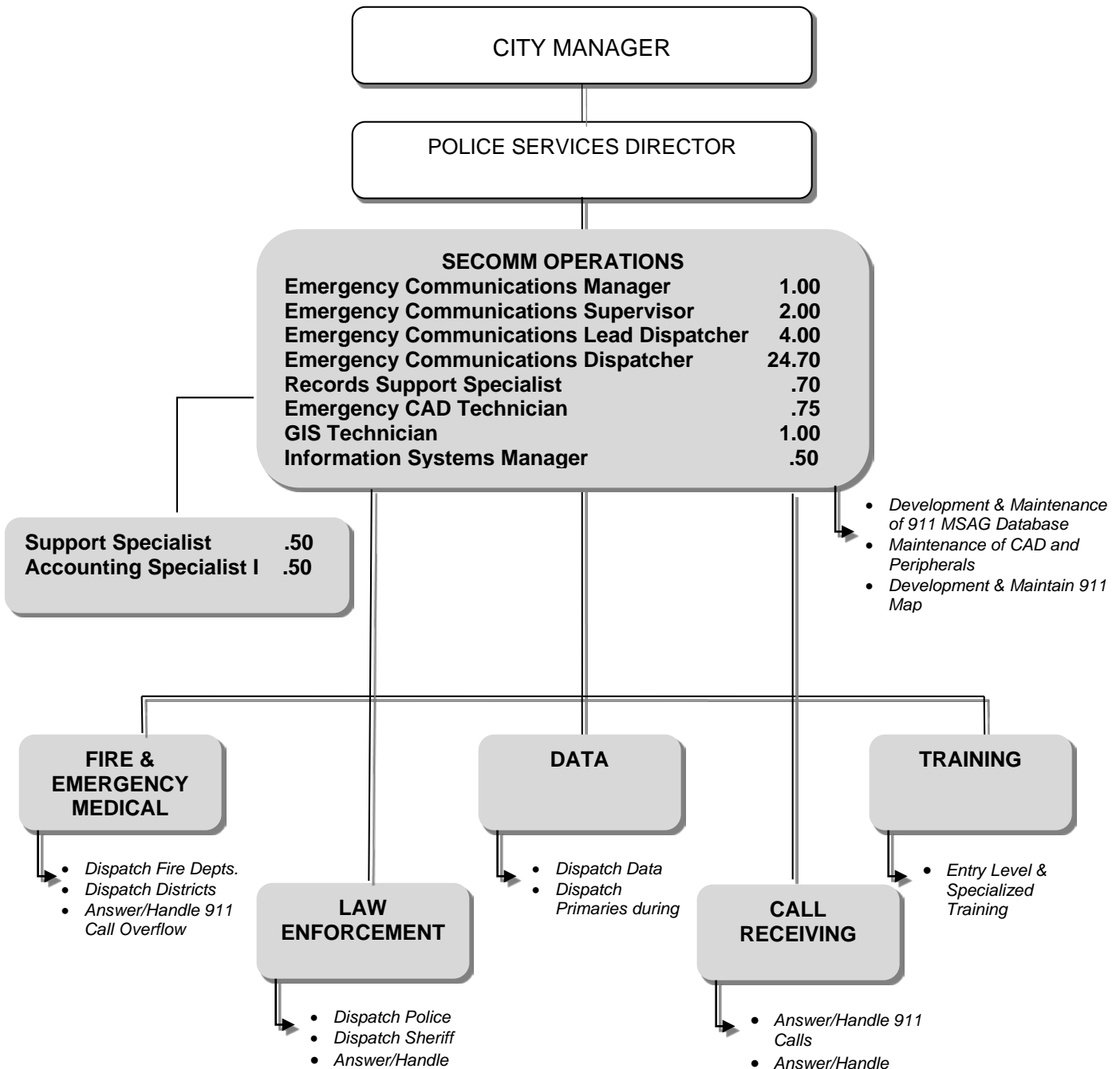
**Expenditures by Activity**





**Southeast Communications Fund  
Benton County Emergency Services Department  
SOUTHEAST COMMUNICATIONS CENTER DIVISION**

2015 FUNCTIONAL CHART



**Southeast Communications Fund  
Benton County Emergency Services Department  
Southeast Communications Division**

**Mission Statement:** The Southeast Communications (SECOMM) Division serves as the 911 Public Safety Answering Point for Benton County through provision of emergency law enforcement, fire/medical dispatch services and public education about 911 services. SECOMM uses the core values of Teamwork, Integrity, and Excellence as the guide. SECOMM is committed to providing superior level of service to customers through; clear and accurate communication, creative and determined problem solving, and conscientious and critical decision-making.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section “2014 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section “Strategic Leadership Plan”

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2011 Actual</b>	<b>2013 Actual</b>	<b>2014 Estimate</b>	<b>2015 Projected</b>
<b>Requests for Services</b>				
Law enforcement	90,386	92,369	94,000	95,000
Fire & Emergency Medical	17,233	18,244	19,000	19,500
Population Served	180,000	184,486	185,000	185,500

**Southeast Communications Fund  
Benton County Emergency Services Department  
Southeast Communications Division**

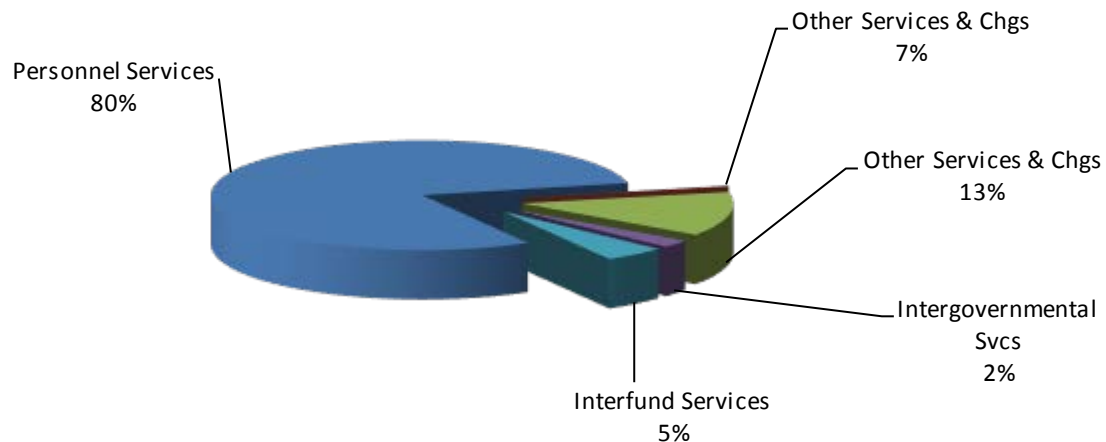
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Emergency Communications Manager	1.00	1.00	1.00	1.00	1.00
Information Systems Manager	0.75	0.50	0.50	0.50	0.50
Support Specialist	0.50	0.50	1.20	0.50	0.50
Records Support Specialist	0.00	0.00	0.00	0.70	0.70
Accounting Specialist I	0.50	0.50	0.50	0.50	0.50
Emergency Communications Supervisor	2.00	2.00	2.00	2.00	2.00
Lead Emergency Comm. Dispatcher	4.00	4.00	4.00	4.00	4.00
Emergency Comm. Dispatcher	25.50	25.50	24.75	24.70	24.70
Emergency CAD Technician	1.00	0.75	0.75	0.75	0.75
GIS Technician	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Positions:</b>	<b>36.25</b>	<b>35.75</b>	<b>35.70</b>	<b>35.65</b>	<b>35.65</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$3,347,030	\$3,550,978	\$3,491,054	\$3,485,236	\$3,485,236
Supplies	17,253	7,778	13,838	8,983	8,983
Other Services & Chgs	446,262	494,019	535,431	568,807	568,807
Intergovernmental Svcs	7	7	7	7	98,403
Interfund Services	191,111	201,494	201,494	206,586	206,586
<b>Total Current Expense</b>	<b>\$4,001,663</b>	<b>\$4,254,276</b>	<b>\$4,241,824</b>	<b>\$4,269,619</b>	<b>\$4,368,015</b>
Transfers	-	-	-	-	-
Capital Outlay	-	588,523	1,008,517	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$4,001,663</b>	<b>\$4,842,799</b>	<b>\$5,250,341</b>	<b>\$4,269,619</b>	<b>\$4,368,015</b>

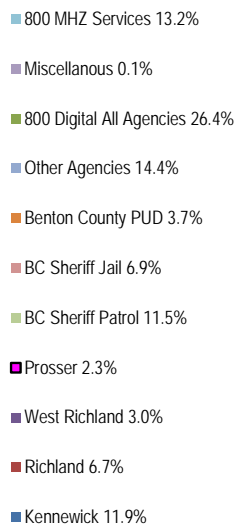
**2015 Budget**



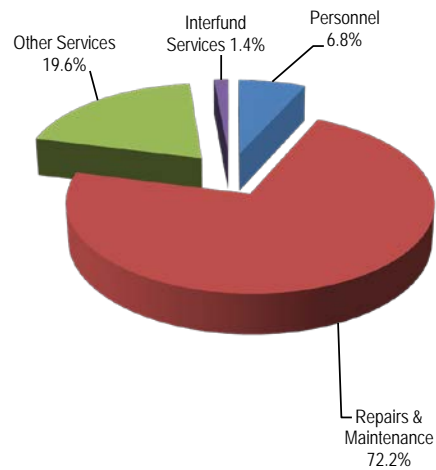
# 800 MHz PROJECT FUND 642

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 779,050	\$ 744,387	\$ 744,387
Current Expenditures	(824,942)	(787,222)	(787,222)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(45,892)	(42,835)	(42,835)
Non-Current Revenues	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(45,892)	(42,835)	(42,835)
Beginning Fund Balance	387,769	341,877	42,835
Ending Fund Balance (Reserves)	341,877	299,042	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	-	-	-
Other Reserves	341,877	299,042	-
Totals	\$ 341,877	\$ 299,042	\$ -

**Revenues**



**Expenditures by Activity**



**800 MHz Project Fund  
Benton County Emergency Services Department  
800 MHz Project**

2015 FUNCTIONAL CHART

CITY MANAGER

POLICE SERVICES DIRECTOR

**800 MHz  
Information Systems Manager .25  
CAD Technician .13**

- Support and maintain communication equipment
- Ensure communication capabilities between various communications systems

### 800 MHz Project Fund Benton County Emergency Services Department

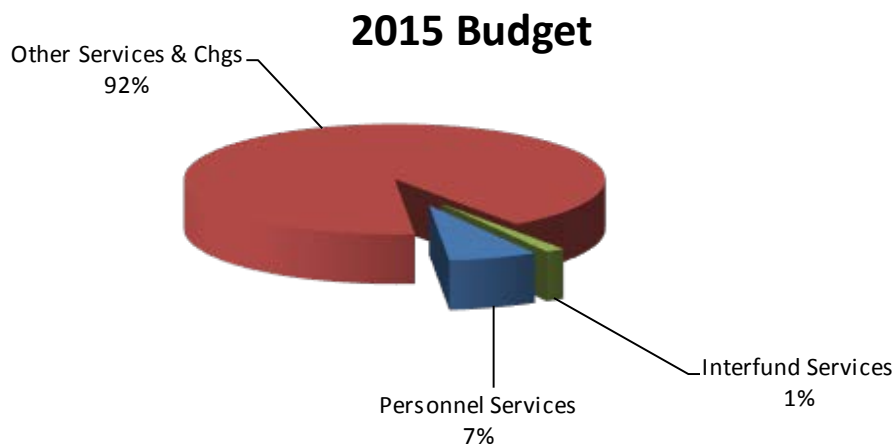
**Mission Statement:** The mission of this project is to provide communication infrastructure and technology for the dispatching of public safety agencies throughout Benton County. By supplying this technology more users are able to communicate with each other during every day emergencies and large-scale disasters. The division provides communication capability between various types of communications systems through the ability to “patch” together these systems.

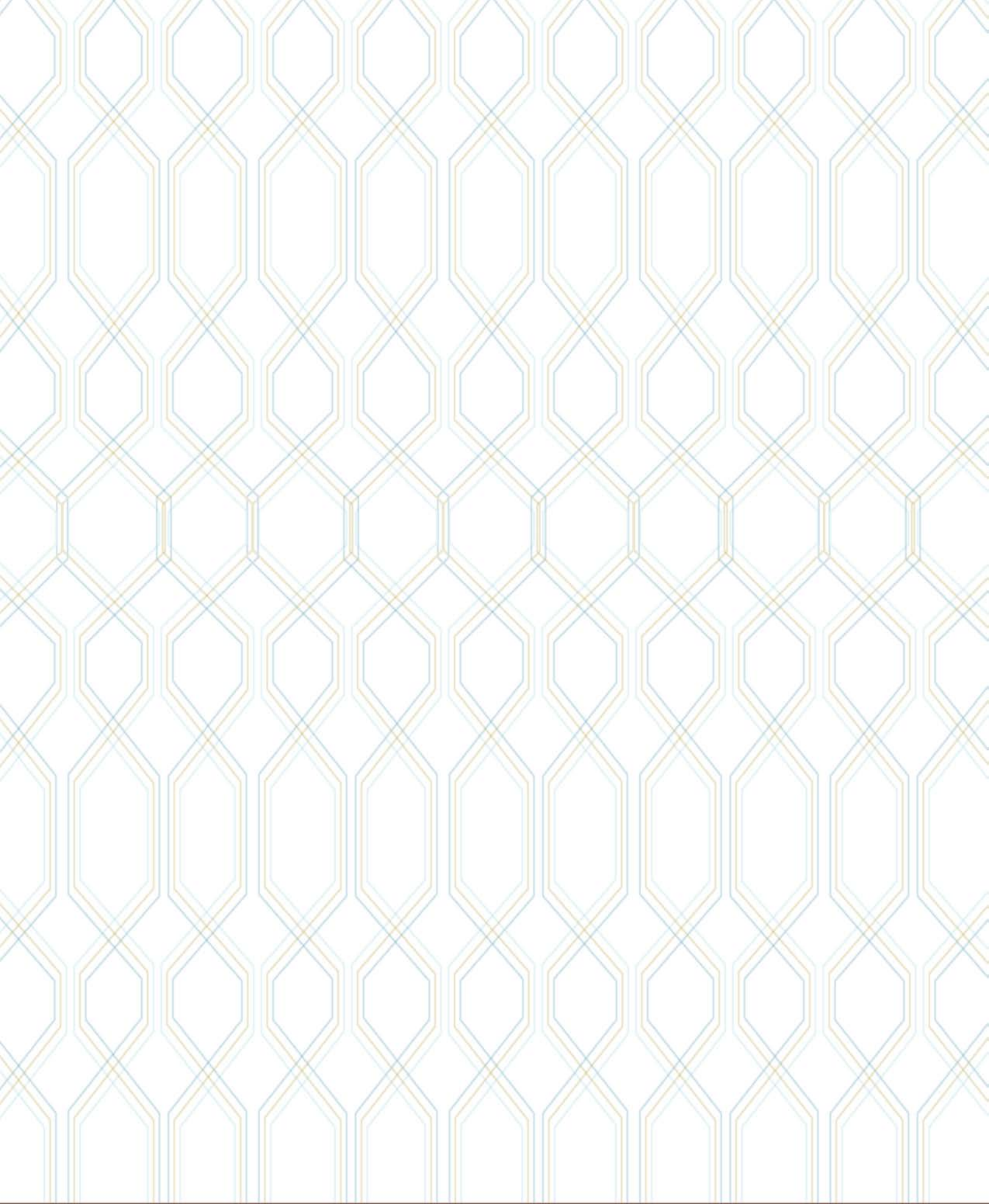
#### Personnel Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
BCES Information Systems Manager	0.00	0.30	0.30	0.25	0.25
Emergency CAD Technician	0.00	0.13	0.13	0.13	0.13
<b>Total Full-Time Positions:</b>	<b>0.00</b>	<b>0.43</b>	<b>0.43</b>	<b>0.38</b>	<b>0.38</b>

#### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 40,359	\$ 62,635	\$ 52,873	\$ 53,570	\$ 53,570
Supplies	-	2,000	-	-	-
Other Services & Chgs	721,667	812,786	761,408	722,257	722,257
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	10,947	15,650	10,661	11,395	11,395
<b>Total Current Expense</b>	<b>\$ 772,973</b>	<b>\$ 893,071</b>	<b>\$ 824,942</b>	<b>\$ 787,222</b>	<b>\$ 787,222</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 772,973</b>	<b>\$ 893,071</b>	<b>\$ 824,942</b>	<b>\$ 787,222</b>	<b>\$ 787,222</b>

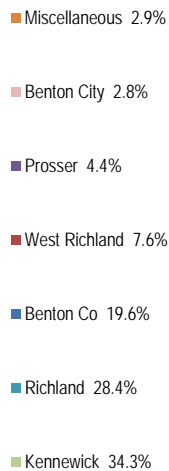




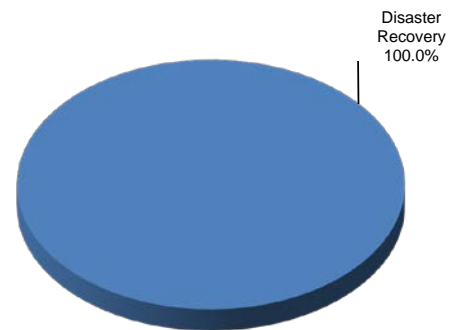
## EMERGENCY MANAGEMENT FUND 643

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 810,744	\$ 101,825	\$ 101,825
Current Expenditures	(717,984)	(100,825)	(100,825)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	92,760	1,000	1,000
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(118,105)	(1,000)	(1,000)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(25,345)	-	-
Beginning Fund Balance	88,305	62,960	-
Ending Fund Balance (Reserves)	62,960	62,960	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	-	-	-
Other Reserves	62,960	62,960	-
	-	-	-
<b>Totals</b>	<b>\$ 62,960</b>	<b>\$ 62,960</b>	<b>\$ -</b>

**Revenues**



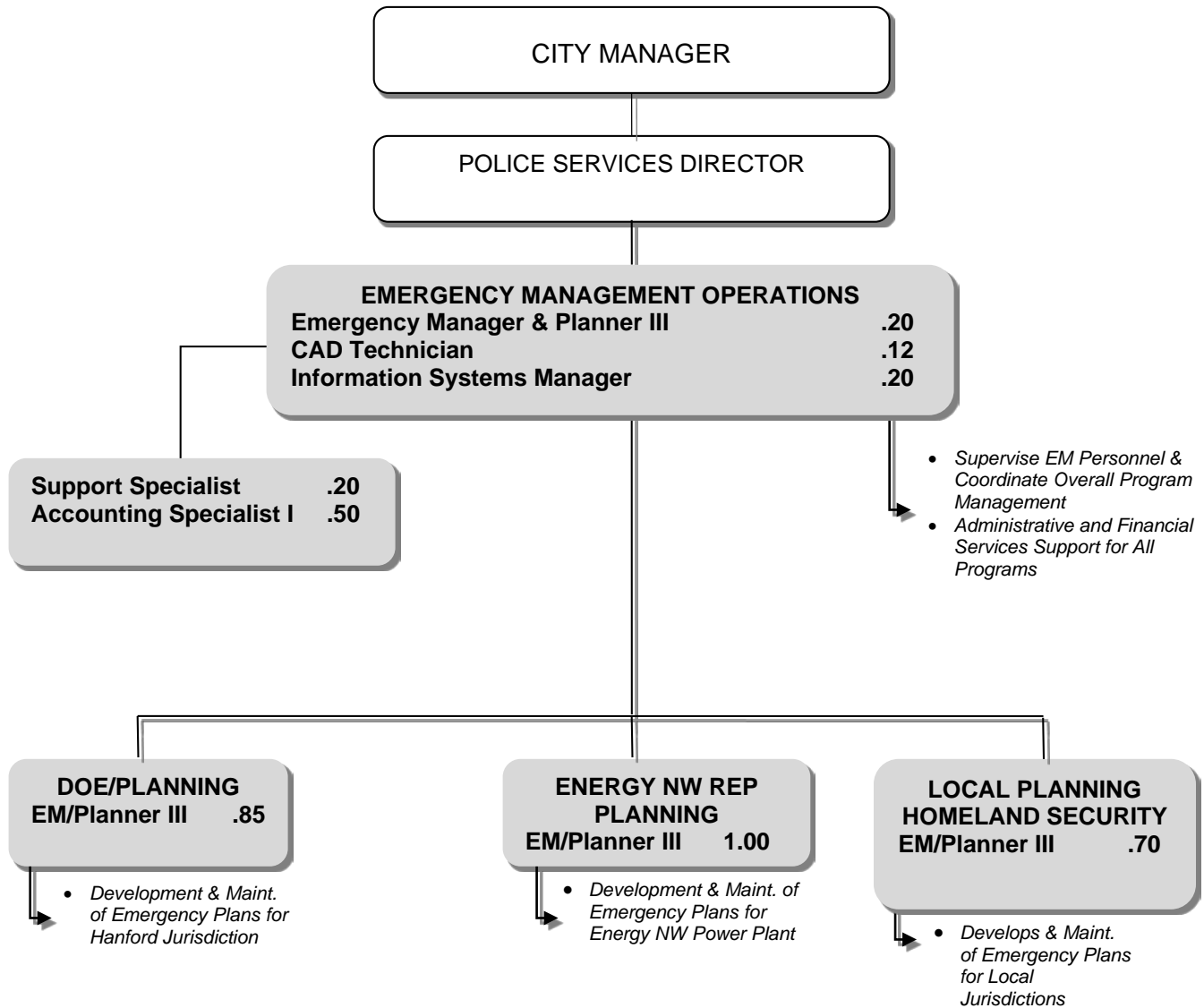
**Expenditures by Activity**





**Emergency Management Fund  
Benton County Emergency Services Department  
EMERGENCY MANAGEMENT DIVISION**

2015 FUNCTIONAL CHART



**Emergency Management Fund  
Benton County Emergency Services Department  
EMERGENCY MANAGEMENT DIVISION**

**Mission Statement:** Benton County Emergency Management is to minimize the impact of disasters on the people, property, economy, and environment of Benton County, through planning, preparation, education, training, and coordination. By doing these things, we enhance the safety of Benton County residents.

**2014 STRATEGIC PLAN ACCOMPLISHMENTS**

- Reference section "2014 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

**2015 STRATEGIC PLAN – KEY FOCUS AREAS**

- Reference section "Strategic Leadership Plan"

<b>PERFORMANCE INDICATORS</b>				
<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Projected</b>	<b>2015 Projected</b>
Population	183,327	184,486	185,000	185,500
CGS/REP drills/exercise	10	10	12	12
Local drills	9	10	12	14
EOC activations for emergencies	5	3	4	5

**Emergency Management Fund  
Benton County Emergency Services Department  
EMERGENCY MANAGEMENT DIVISION**

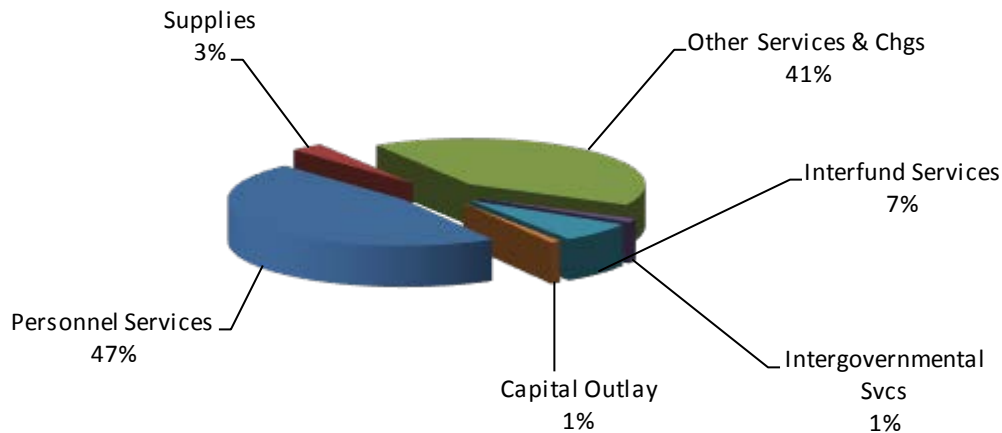
**Personnel Summary**

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Emergency Management Manager	0.00	0.00	0.15	0.20	0.20
Information Systems Manager	0.25	0.25	0.20	0.20	0.20
Support Specialist	0.25	0.25	0.25	0.20	0.20
Accounting Specialist I	0.50	0.50	0.50	0.50	0.50
BCES Emergency Mgmt. Planner I	1.00	1.00	0.00	0.00	0.00
BCES Emergency Mgmt. Planner II	1.00	1.00	0.00	0.00	0.00
BCES Emergency Mgmt. Planner III	2.50	2.50	2.60	2.55	2.55
Emergency CAD Technician	0.00	0.00	0.12	0.12	0.12
<b>Total Full-Time Positions:</b>	<b>5.50</b>	<b>5.50</b>	<b>3.82</b>	<b>3.77</b>	<b>3.77</b>

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ 411,106	\$ 51,810	\$ 427,098	\$ 47,331	\$ 47,331
Supplies	44,077	3,099	50,091	3,070	3,070
Other Services & Chgs	162,319	36,828	195,959	42,023	42,023
Intergovernmental Svcs	3,500	1,200	4,266	1,200	1,200
Interfund Services	35,298	5,701	40,570	7,201	7,201
<b>Total Current Expense</b>	<b>\$ 656,300</b>	<b>\$ 98,638</b>	<b>\$ 717,984</b>	<b>\$ 100,825</b>	<b>\$ 100,825</b>
Transfers	-	-	-	-	-
Capital Outlay	63,170	10,975	118,105	1,000	1,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 719,470</b>	<b>\$ 109,613</b>	<b>\$ 836,089</b>	<b>\$ 101,825</b>	<b>\$ 101,825</b>

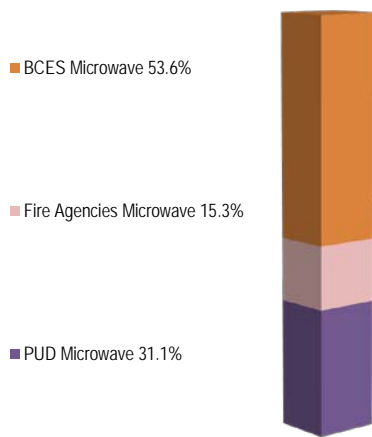
**2015 Budget**



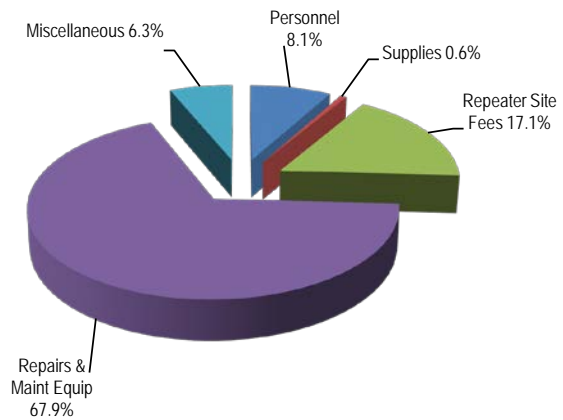
# MICROWAVE FUND 644

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 94,264	\$ 94,264	\$ 94,264
Current Expenditures	(94,264)	(94,264)	(94,264)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Projected Reserves:	-	-	-
Beginning Fund Balance	21,804	21,804	-
Ending Fund Balance (Reserves)	21,804	21,804	-
Projected Reserves:			
Unassigned Fund Balance	21,804	21,804	-
Other Reserves	-	-	-
Totals	\$ 21,804	\$ 21,804	\$ -

**Revenues**

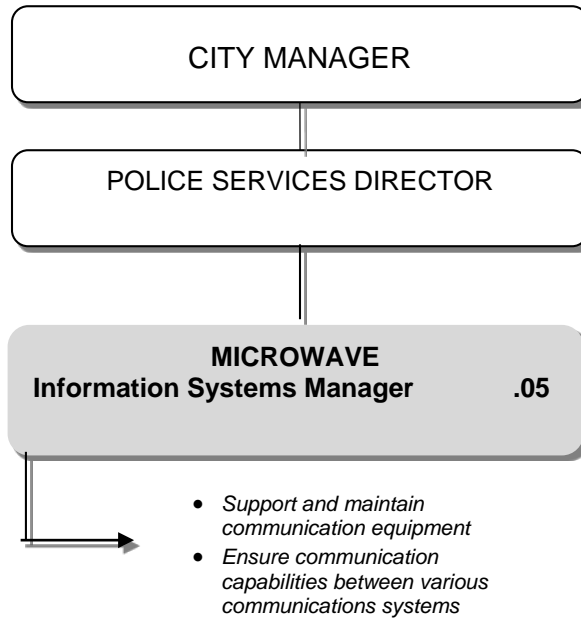


**Expenditures by Activity**



**Microwave Fund  
Benton County Emergency Services Department  
MICROWAVE**

2015 FUNCTIONAL CHART



## Microwave Fund Benton County Emergency Services Department MICROWAVE

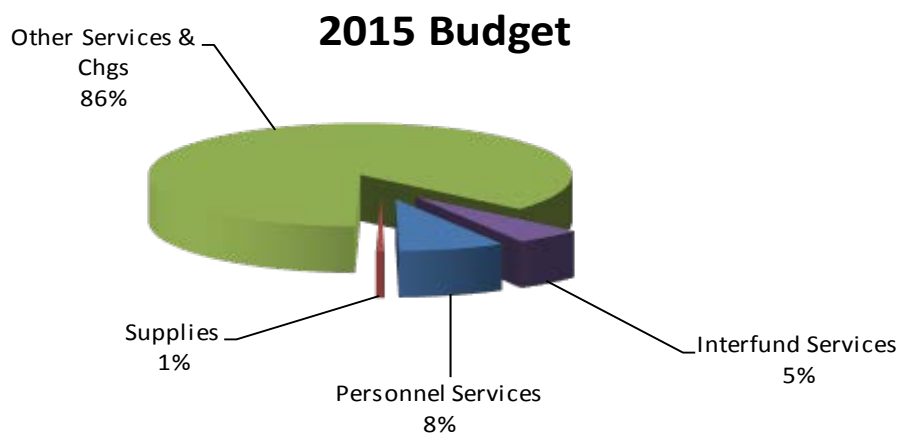
**Mission Statement:** Our mission is to provide communication infrastructure and technology for the dispatching of public safety agencies throughout Benton County. By supplying this technology more users are able to communicate with each other during every day emergencies and large-scale disasters. The division provides communication capability between various types of communications systems through the ability to “patch” together these systems.

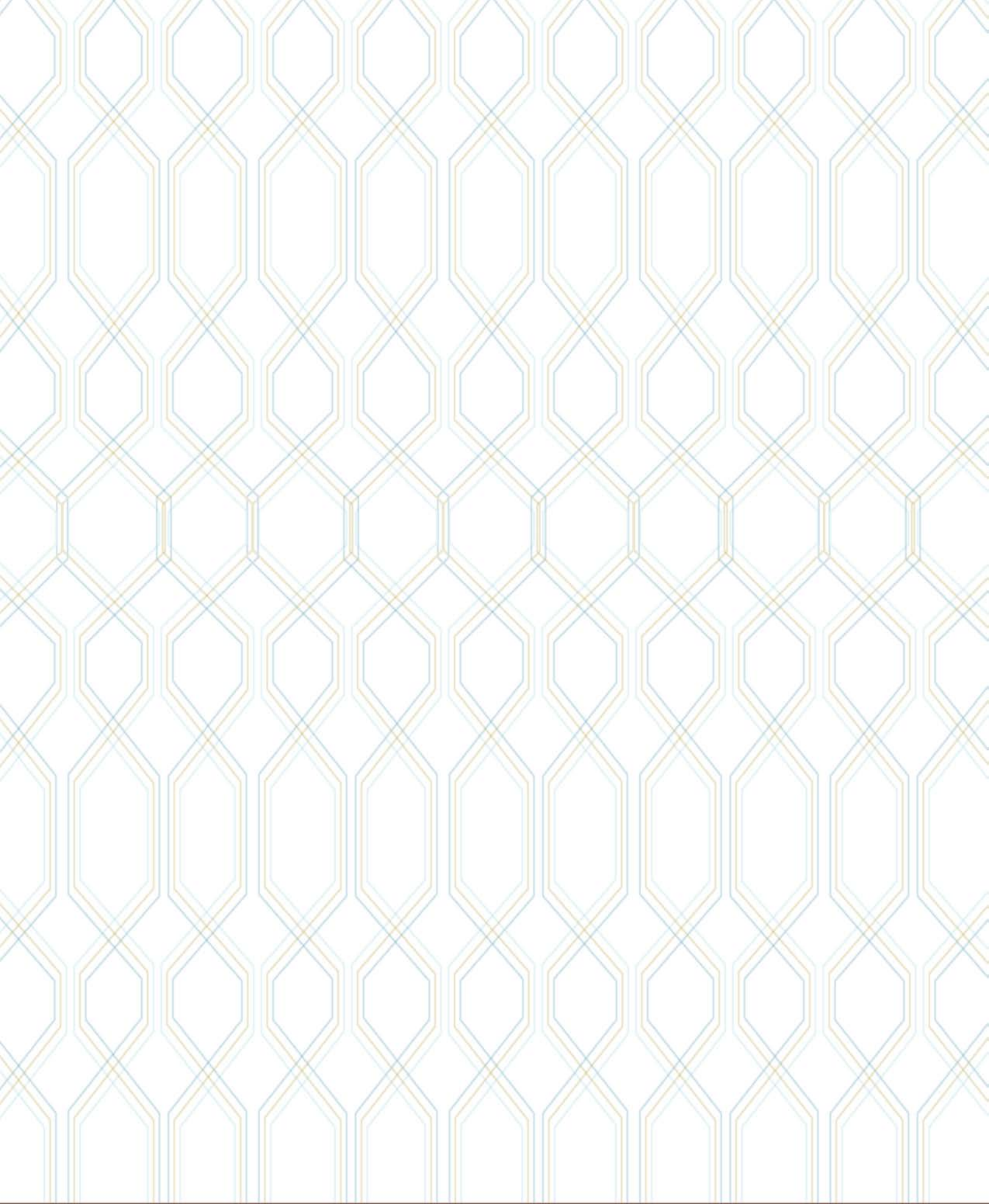
### Personnel Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Baseline	2015 Budget
Full Time Positions					
Information Systems Manager	0.00	0.00	0.00	0.05	0.05
<b>Total Full-Time Positions:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.05</b>	<b>0.05</b>

### Budget Summary

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ 7,493	\$ 7,629	\$ 7,629
Supplies	-	-	2,000	600	600
Other Services & Chgs	-	-	79,782	81,198	81,198
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	4,989	4,837	4,837
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 94,264</b>	<b>\$ 94,264</b>	<b>\$ 94,264</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 94,264</b>	<b>\$ 94,264</b>	<b>\$ 94,264</b>





# CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Streets Capital Projects Fund (301) accounts for and reports financial resources that are restricted, committed or assigned to expenditures for street capital construction projects. These resources include state and federal grants, traffic impact fees and transfers in.

Capital Improvements Fund (315) accounts for and reports proceeds from the ½ of 1% Real Estate Excise Tax assessed on the sale of real estate. These funds may only be used for construction of capital projects.

Fire Station #74 Capital Project Fund (317) accounts for and reports the proceeds from the sale of 2014 LTGO bonds that are committed for construction of the new Fire Station #74 in south Richland.

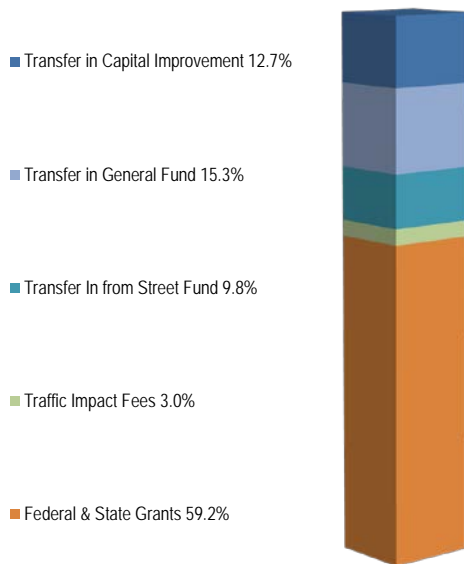
Parks Capital Projects Fund (380) accounts for and reports the financial resources that are restricted, committed or assigned for specific park's capital projects as identified in the City of Richland Capital Improvement Plan and any subsequent amendments to the plan.



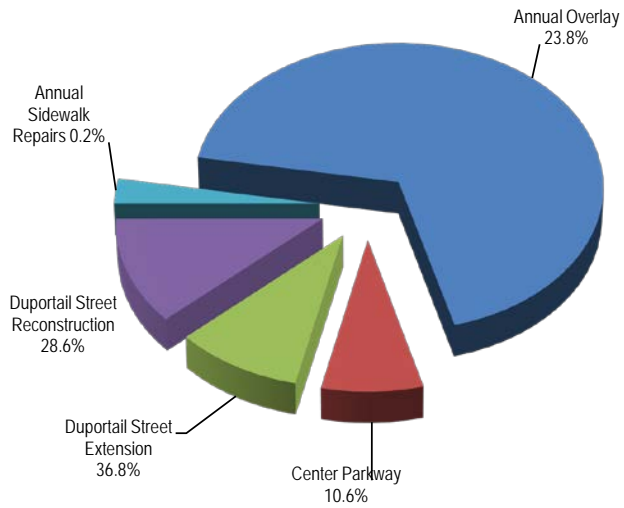
# STREETS CAPITAL CONSTRUCTION FUND 301

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ -	\$ -	\$ -
Current Expenditures	-	-	(692,397)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	(692,397)
Non-Current Revenues	-	2,071,561	5,423,340
Non-Current Expenditures	-	(203,000)	-
Capital Outlay	-	-	(4,730,943)
Expanded Programs	-	-	-
	-	1,868,561	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	1,868,561	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	1,868,561	-
Totals	\$ -	\$ 1,868,561	\$ -

## Revenues



## Expenditure by Activity



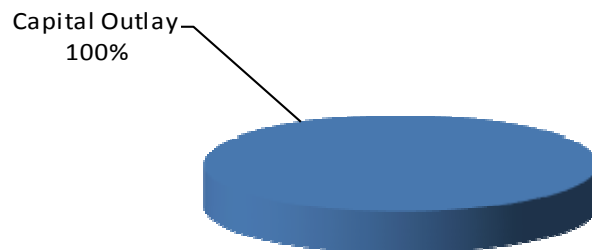
**Streets Capital Construction Fund  
Public Works Department  
Streets Capital Construction**

**Mission Statement:** Streets Capital project fund accounts for projects that construct new streets or expand and enhance existing streets. Construction projects are primarily funded with state and federal grants, transfers and traffic impact fees.

**Budget Summary**

DESCRIPTION	2013	2014	2014	2015	2015
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	203,000	4,730,943
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 203,000</b>	<b>\$ 4,730,943</b>

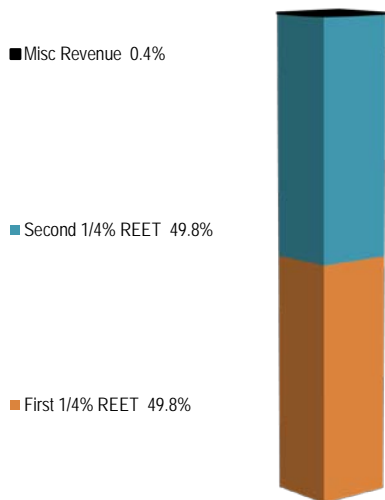
**2015 Budget**



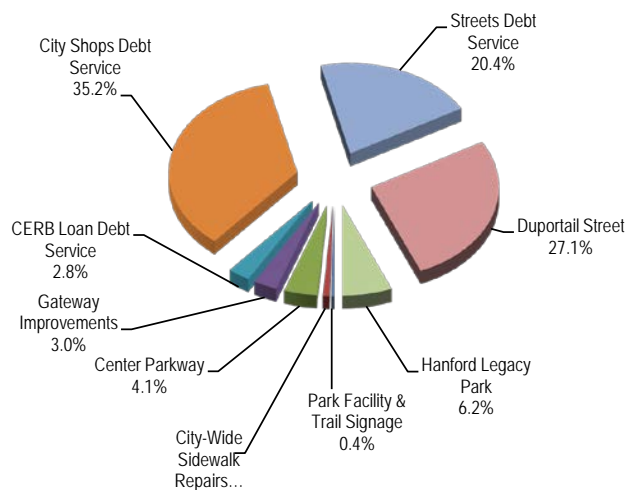
# CAPITAL IMPROVEMENT FUND 315

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ 1,503,501	\$ 1,304,000	\$ 1,304,000
Current Expenditures	(668,063)	(706,217)	(706,217)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	835,438	597,783	597,783
Non-Current Expenditures	(532,849)	(804,245)	(804,245)
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	302,589	(206,462)	(206,462)
Beginning Fund Balance	422,921	725,510	206,462
Ending Fund Balance (Reserves)	725,510	519,048	-
<b>Projected Reserves:</b>			
Unassigned Fund Balance	453,336	277,271	-
Other Reserves	272,174	241,777	-
Totals	\$ 725,510	\$ 519,048	\$ -

**Revenues**



**Expenditures by Activity**



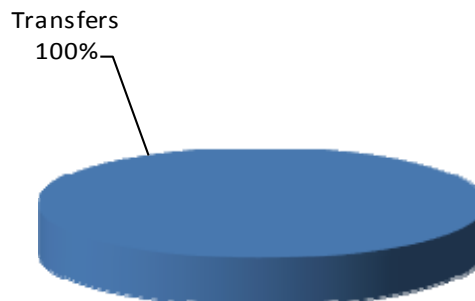
**Capital Improvements Fund  
Administrative Services Department  
Capital Improvements**

**Mission Statement:** The Capital Improvements Fund is funded by one quarter of one percent Real Excise Tax and a second one quarter of one percent Real Estate Excise Tax, which is to be expended, as authorized by law under RCW 82.46.035 (5) as specified in the Capital Facilities Plan. Use of these funds is authorized exclusively for local improvements including those listed in RCW 35.43.040.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	706,217	1,510,462
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 706,217</b>	<b>\$ 1,510,462</b>

**2015 Budget**



## FIRE STATION #74 CAPITAL PROJECT FUND 317

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ -	\$ -	\$ -
Current Expenditures	-	-	-
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Non-Current Revenues	3,465,225	50,000	50,000
Non-Current Expenditures	-	-	-
Capital Outlay	(3,465,225)	(50,000)	(50,000)
Expanded Programs	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

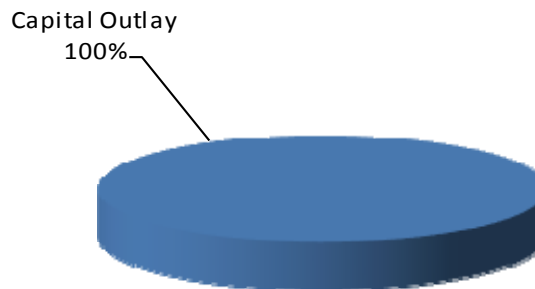
**Fire Station 74 Capital Project Fund  
Parks & Public Works Department  
Fire Station 74 Construction**

**Mission Statement:** This fund accounts for proceeds of general obligation bonds issued in 2014 to fund the construction of a new fire station in South Richland. All construction related expenditures for the station will be accounted for in this fund.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfers	-	-	-	-	-
Capital Outlay	-	-	3,457,944	50,000	50,000
Debt Services	-	-	7,281	-	-
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,465,225</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

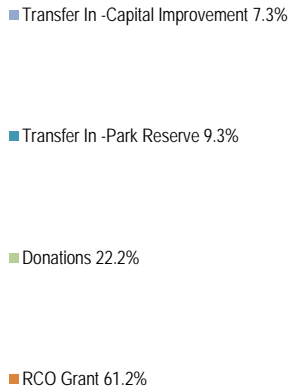
**2015 Budget**



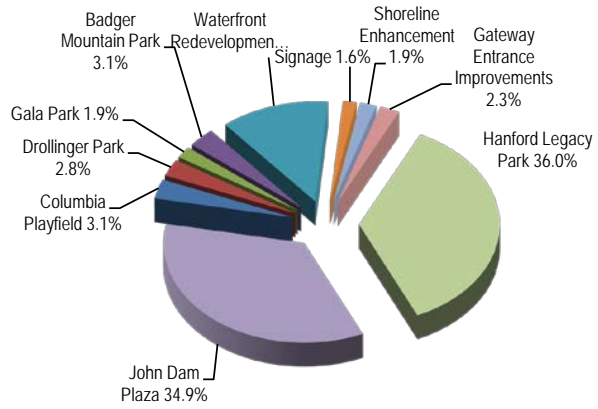
# PARKS CAPITAL PROJECTS FUND 380

Description	Estimated 2014 Budget	Baseline 2015 Budget	Adopted 2015 Budget
Current Revenues	\$ -	\$ -	\$ -
Current Expenditures	-	-	-
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Non-Current Revenues	1,342,578	1,597,445	1,597,445
Non-Current Expenditures	-	-	-
Capital Outlay	(2,441,952)	(1,597,445)	(1,597,445)
Expanded Programs	-	-	-
	(1,099,374)	-	-
Beginning Fund Balance	1,099,374	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

## Revenues



## Expenditure by Activity



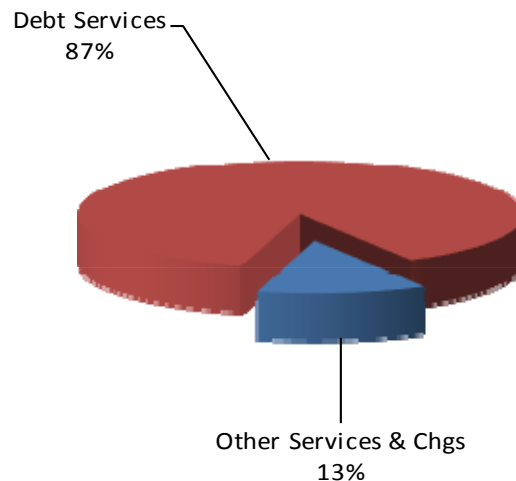
**Parks Capital Projects Fund  
Parks & Public Works Department  
Parks Capital Projects**

**Mission Statement:** This fund is used to account for all revenues and expenditures related to multiple park projects that have been approved in the Capital Improvement Plan (CIP). Project budgets are adopted and accounted for the life of the project.

**Budget Summary**

DESCRIPTION	2013 Actual	2014 Adopted	2014 Estimated	2015 Baseline	2015 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	200,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
<b>Total Current Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
Transfers	70,000	-	-	-	-
Capital Outlay	1,722,791	-	-	-	-
Debt Services	-	-	2,441,952	-	1,397,445
Other Expense/Reserves	-	-	-	-	-
<b>Total Requirements</b>	<b>\$ 1,792,791</b>	<b>\$ -</b>	<b>\$ 2,441,952</b>	<b>\$ -</b>	<b>\$ 1,597,445</b>

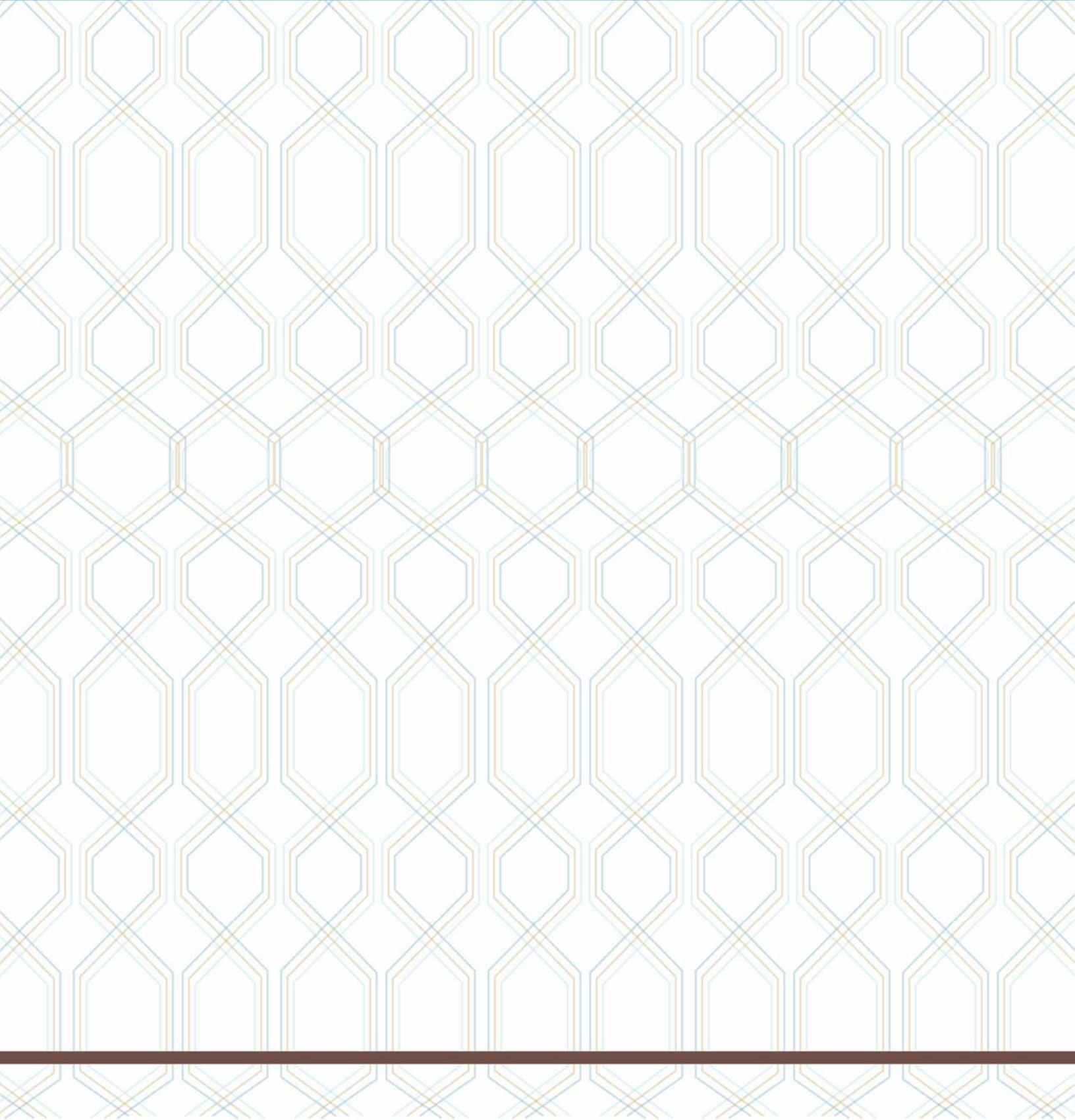
**2015 Budget**







# APPENDIX



## Debt Management

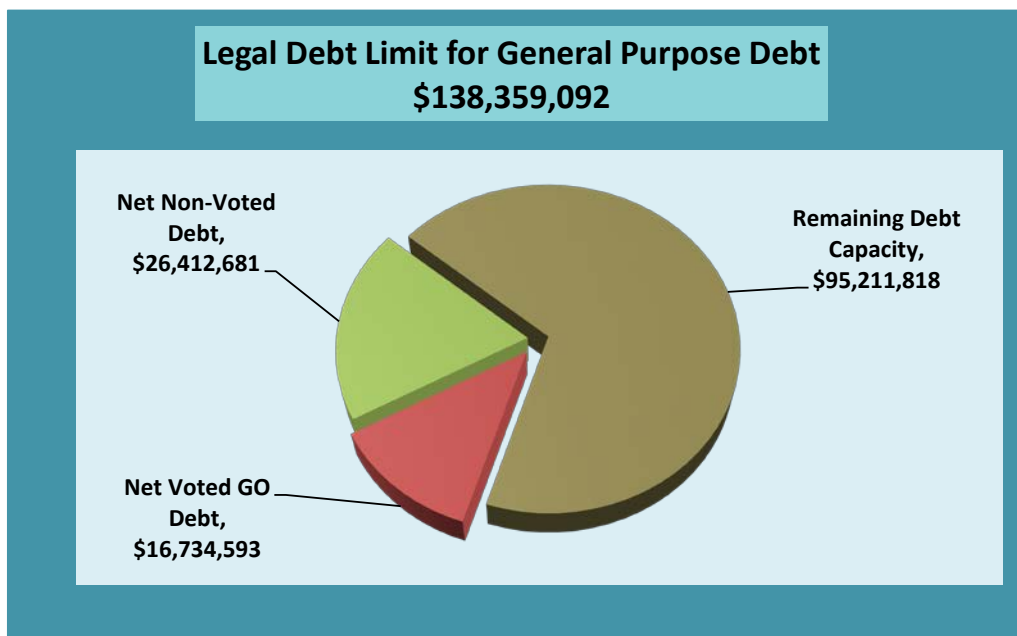
Debt Management is an important component of the City's financial management practices. The City may exercise the option of debt financing to pay for large capital projects.

The public may vote to approve general obligation bond issues for general government in an amount not to exceed 2.5% of the value of all taxable property within the City. Based on 2.5% of assessed value for 2015 the legal debt limit for general obligation debt is \$138,359,092. Within the 2.5% limit, the City Council may approve bond issues not to exceed 1.5% of the City's assessed valuation. As of January 1, 2015, the City's remaining debt capacity within the 2.5% limit is estimated to be \$95,211,818.

The public may also vote to approve park facilities and utility bond issues, each of which is also limited to 2.5% of the assessed valuation.

Unlimited tax general obligation debt requires an approving vote of the people. The election to validate unlimited tax general obligation debt requires a voter turnout of at least 40 percent of those who voted in the last general election as well as a favorable vote of 60 percent.

Revenue bonds may be issued to finance capital projects for self-supporting City enterprises such as Electric and Water. Debt service for revenue bonds is funded by user fees and rates generated by the utility that issues the debt. Revenue bonds are not included in debt limit calculations for General Obligation debt.



## LIMITATION OF INDEBTEDNESS

Total Taxable Property Value as of 1/1/2015	\$ 5,534,363,683	
<b><u>2.5% (\$138,359,092) General Purposes limit is allocated between:</u></b>		<b>Remaining Debt Capacity</b>
<b>Up to 1.5% Debt Without a Vote (Councilmanic)</b>	\$ 83,015,455	
Less: Outstanding Debt	\$ (27,755,000)	
Less: Contracts Payable	\$ (671,468)	
Less: Excess of Debt With a Vote	\$ -	
Add: Available Assets	\$ 2,013,787	
<b>Equals Remaining Debt Capacity Without a Vote</b>		<b>\$ 56,602,774</b>
<b>1% General Purposes Debt With a Vote</b>	\$ 55,343,637	
Less: Outstanding Debt	\$ (16,740,000)	
Less: Contracts Payable	\$ -	
Add: Available Assets	\$ 5,407	
<b>Equals Remaining Debt Capacity With a Vote</b>		<b>\$ 38,609,044</b>
<b><u>2.5% Utility Purpose Limit , Voted</u></b>	\$ 138,359,092	
Less: Outstanding Debt	\$ -	
Less: Contracts Payable	\$ -	
Add: Available Assets	\$ -	
<b>Equals Remaining Debt Capacity - Utility Purpose, Voted</b>		<b>\$ 138,359,092</b>
<b><u>2.5% Open Space, Park and Capital Facilities, Voted</u></b>	\$ 138,359,092	
Less: Outstanding Debt	\$ -	
Less: Contracts Payable	\$ -	
Add: Available Assets	\$ -	
<b>Equals Remaining Debt Capacity - Open Space, Park, Facilities Voted</b>		<b>\$ 138,359,092</b>

**City of Richland**  
**Summary of Outstanding Debt**  
**As of January 2015**

	Date Issued	Original Debt Issued	Jan 2015 Principal Outstanding	2015 Principal	2015 Interest	Dec 2015 Principal Outstanding	Maturity
<b>Utility Related Debt</b>							
<b>Electric</b>							
Revenue Refund	01/04/07	\$ 25,775,000	\$ 23,040,000	\$ 1,875,000	\$ 1,050,625	\$ 21,165,000	Nov 1, 2036
Revenue Refund	11/03/09	11,200	9,995,000	255,000	603,149	9,740,000	Nov 1, 2039
Revenue Imp/Refunding A	05/16/13	925,000	915,000	5,000	21,350	910,000	Nov 1, 2020
Revenue Imp/Refunding B	05/16/13	19,455,000	18,855,000	530,000	815,250	18,325,000	Nov 1, 2039
<b>Total Electric Fund</b>		<b>46,166,200</b>	<b>52,805,000</b>	<b>2,665,000</b>	<b>2,490,374</b>	<b>50,140,000</b>	
<b>Water</b>							
Improvement & Refunding	06/16/09	9,675,547	6,351,335	912,687	268,493	5,438,648	Dec 1, 2038
Improvement & Refunding	06/05/12	5,955,160	5,689,830	218,800	208,668	5,471,030	Nov 1, 2034
Revenue & Refunding	08/26/14	5,626,548	5,626,548	394,450	251,129	5,232,098	Nov 1, 2023
<b>Total Water Bonds</b>		<b>21,257,255</b>	<b>17,667,713</b>	<b>1,525,937</b>	<b>728,290</b>	<b>16,141,776</b>	
<b>Other Loan</b>							
Public Works Trust Loan	05/01/00	6,432,914	2,036,385	339,397	20,364	1,696,987	Jul 1, 2020
Public Works Trust Loan	06/27/03	8,755,000	4,559,952	506,661	22,799	4,053,291	Jul 1, 2023
Public Works Trust Loan	10/01/07	1,984,802	1,045,174	116,130	10,452	929,044	Oct 1, 2023
Public Works Trust Loan	10/01/07	978,117	517,827	57,536	5,178	460,291	Oct 1, 2023
Public Works Trust Loan	10/01/03	580,000	362,500	36,250	5,437	326,250	Oct 1, 2024
Public Works Trust Loan	03/03/09	3,030,000	2,407,736	160,516	36,116	2,247,221	Oct 1, 2029
<b>Total Water Fund</b>		<b>43,018,088</b>	<b>28,597,287</b>	<b>2,742,428</b>	<b>828,636</b>	<b>25,854,859</b>	
<b>Wastewater</b>							
Improvement & Refunding	06/16/09	10,429,453	7,333,665	837,313	321,932	6,496,352	Dec 1, 2038
Improvement & Refunding	06/05/12	1,584,840	1,565,170	56,200	57,032	1,508,970	Nov 1, 2034
Revenue & Refunding	08/26/14	4,358,452	4,358,452	305,550	194,531	4,052,902	Nov 1, 2023
Dept of Ecology ARRA	2009	1,538,338	1,337,709	64,162	38,564	1,273,547	May 27, 2031
<b>Total Wastewater Fund</b>		<b>17,911,083</b>	<b>14,594,996</b>	<b>1,263,225</b>	<b>612,059</b>	<b>13,331,771</b>	
<b>Stormwater</b>							
Revenue Bonds	06/16/09	1,870,000	1,330,000	100,000	61,263	1,230,000	Dec 1, 2038
<b>Other Loan</b>							
Department of Ecology	12/13/01	145,775	87,360	7,623	3,676	79,737	Oct 1, 2024
<b>Total Stormwater Fund</b>		<b>2,015,775</b>	<b>1,417,360</b>	<b>107,623</b>	<b>64,939</b>	<b>1,309,737</b>	
<b>Total Utility Debt</b>		<b>\$ 109,111,146</b>	<b>\$ 97,414,643</b>	<b>\$ 6,778,276</b>	<b>\$ 3,996,008</b>	<b>\$ 90,636,367</b>	

**City of Richland**  
**Summary of Outstanding Debt**  
**As of January 2015**

	Date Issued	Original Debt Issued	Jan 2015 Principal Outstanding	2015 Principal	2015 Interest	Dec 2015 Principal Outstanding	Maturity
<b>General Obligation Bonded Debt</b>							
City Shop & Imp 98 Ref -05	04/11/05	9,820,000	2,585,000	975,000	113,745	1,610,000	Dec 1, 2017
Police & Com Center Ref - 05	04/11/05	5,035,000	2,615,000	485,000	107,830	2,130,000	Dec 1, 2019
Imp / Park Lands & 02 Ref. -06	12/28/06	6,315,000	4,375,000	425,000	91,881	3,950,000	Dec 1, 2026
Library Expansion	3/6/07	17,250,000	14,125,000	680,000	676,488	13,445,000	Dec 1, 2026
IT Facility & Golf Course	7/30/10	7,630,000	5,625,000	145,000	240,633	5,480,000	Dec 1, 2039
LTGO Ref (Solid Wste)	9/21/10	1,205,000	620,000	115,000	17,738	505,000	Dec 1, 2019
LTGO Broadband Bonds	3/20/13	11,250,000	11,250,000	-	375,813	11,250,000	Dec 1, 2037
LTGO Broadband Bonds	3/20/13	2,230,000	1,365,000	395,000	27,413	970,000	Dec 1, 2027
LTGO Fire Station Bonds	7/29/14	3,355,000	3,355,000	120,000	118,556	3,235,000	Dec 1, 2034
<b>Total General Obligation Debt</b>		<b>\$ 64,090,000</b>	<b>\$ 45,915,000</b>	<b>\$ 3,340,000</b>	<b>\$ 1,770,096</b>	<b>\$ 42,575,000</b>	
<b>Other Contracts &amp; Notes</b>							
CERB Loan	06/24/99	538,296	38,296	38,296	-	-	Jul 20, 2015
CERB Loan	04/03/03	780,000	633,172	49,925	6,332	583,247	Jan 31, 2026
		1,318,296	671,468	88,221	6,332	583,247	
<b>Total Outstanding Debt</b>		<b>\$ 174,519,442</b>	<b>\$ 144,001,111</b>	<b>\$ 10,206,497</b>	<b>\$ 5,772,435</b>	<b>\$ 133,794,614</b>	

## **ACKNOWLEDGEMENT**

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