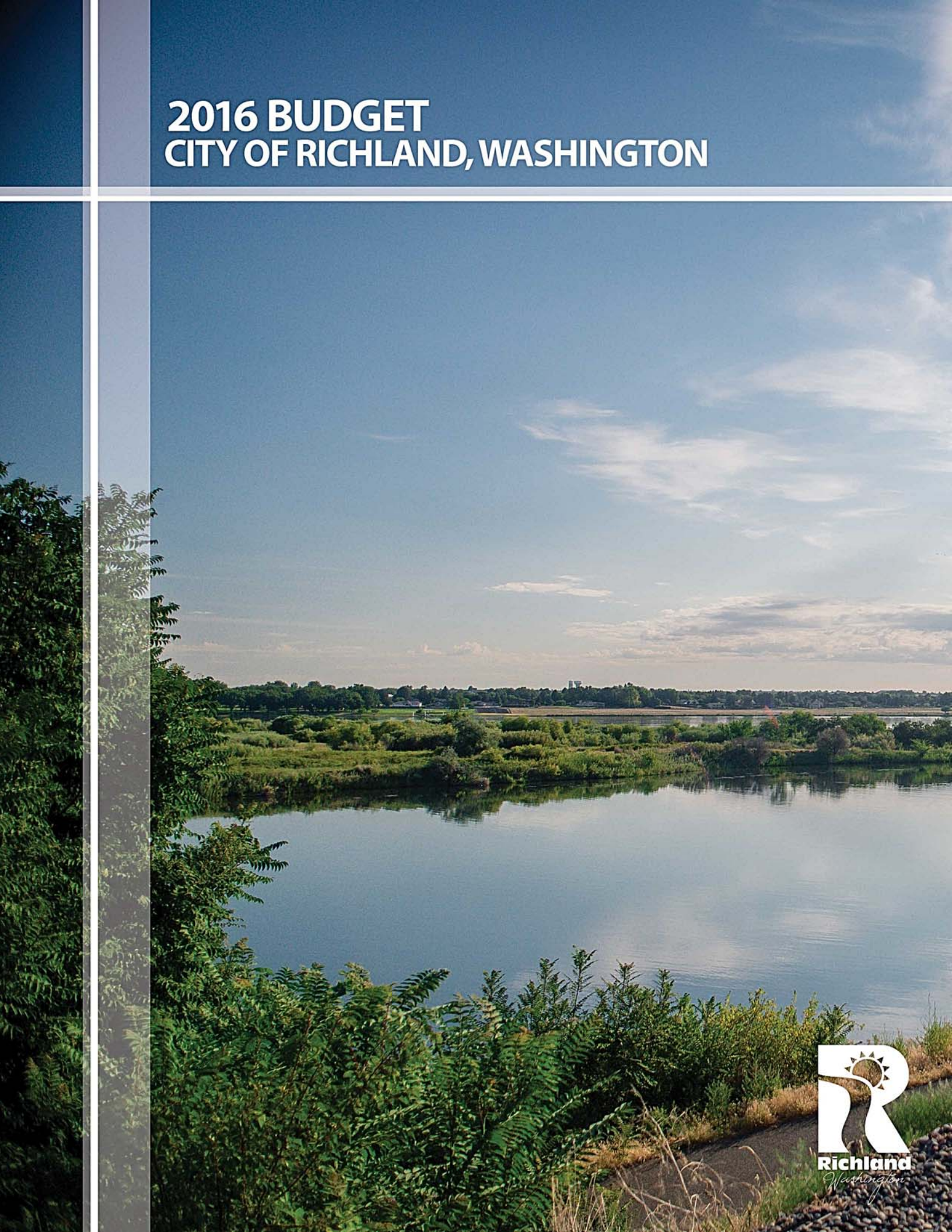


2016 BUDGET CITY OF RICHLAND, WASHINGTON



CITY OF RICHLAND, WASHINGTON 2016 BUDGET



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

2016 RICHLAND CITY COUNCIL



MAYOR
Bob Thompson
Term: 4 Years – Expires 12/31/17



MAYOR PRO TEM
Terry Christensen
Term: 4 Years – Expires 12/31/19



COUNCIL MEMBER
Brad Anderson
Term: 4 Years – Expires 12/31/19



COUNCIL MEMBER
Dori Luzzo Gilmour
Term: 2 Years – Expires 12/31/17



COUNCIL MEMBER
Sandra Kent
Term: 4 Years – Expires 12/31/17



COUNCIL MEMBER
Phillip Lemley
Term: 4 Years – Expires 12/31/19



COUNCIL MEMBER
Dave Rose
Term: 4 Years – Expires 12/31/17

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

The City of Richland, Washington is located at the confluence of the Columbia and Yakima rivers in the south central part of the state. Richland is within Benton County and is one of the Tri-Cities, which also include Kennewick and Pasco.

For more than 11,000 years, people have occupied a portion of the area that Richland now encompasses. For centuries, the Village of Chemna stood at the mouth of the Tapetett River, a Sahaptin name for the Yakima River, also called Tapteal. At Chemna, Sahaptin-speaking Wanapum, Walla Walla and Yakama Indians fished for seasonal runs of salmon and hunted small game, deer and antelope. They gathered berries, greens and root vegetables along the water and on the nearby hills.

In 1805, Captain William Clark of the Lewis and Clark Expedition ventured with two other men up the Columbia River to the mouth of the Yakima. The first white settlers arrived several decades later when the John B. Nelson family attempted to settle, in 1864, on the south side of the Yakima River. Benjamin and Mary Rosencrance arrived in 1880, living first on the south side and moving in 1888 to the north side of the river where they filed a homestead claim for 1,700 acres. In 1892, Nelson Rich and Howard Amon formed the Benton Land and Water Company and located the town that would become Richland.

The first post office opened here in 1905, listing the town's name as Benton. At the request of the postal service, the town was soon renamed "Richland" to avoid confusion with another Washington community. On April 28, 1910, Richland was incorporated as a Fourth Class Town. 1940s For many years, Richland was a small, sleepy farming village. Then in 1942, the federal government saw Richland's then remote location, abundant water supply and mild weather as the right combination it needed for a portion of its Manhattan Project. The United States government claimed the Town of Richland and dissolved the local government. Almost overnight, the village of 247 people developed into a federally-owned town of 11,000 residents; nearly all were employed at the Hanford Project. Thousands of workers from across the nation converged on Richland to construct facilities to produce plutonium for the world's first nuclear weapons.

In 1958, Richland was incorporated as a chartered First Class City, transforming itself from a federally controlled atomic energy community to a city governed by self-rule. Richland's population continued to climb as Hanford transitioned into weapons production during the Cold War years and later into an environmental cleanup mission.

The City of Richland is a full-service city, providing police and fire protection, water, waste and electric utilities, parks and recreational activities, maintenance of city streets and public facilities and library services. The city also pursues community and economic development and offers housing assistance. Richland's primary goal during the early years of the 21st century is to diversify its economy and job base away from Hanford. A growing medical community, a national research laboratory and thriving tourism testify to the successes of Richland's efforts.



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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, 2016. 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 2016 budget are shown for each department. The 2016-2030 Capital Improvement Plan (CIP) is a separate document which provides an enhanced level of detail for capital expenditures and projects.

BUDGET DOCUMENT: The 2016 Annual Budget is divided into seven major sections:

1. INTRODUCTION

The introduction presents the reader's 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 2016 Budget. The summary provides a budget overview and describes the major policies and issues which influenced development of the 2016 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. 2015 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 2016 Budget and will be implemented over the next year. Projects are listed by category. A complete Capital Improvement Plan that spans a period of 2016-2030 is available by request or you can access this document on the City's webpage at www.ci.richland.wa.us.

7. FUND DETAIL

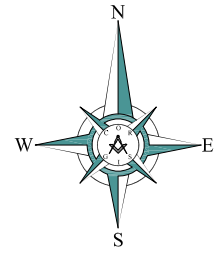
The fund detail provides an extended level of information for each fund. It is grouped by fund and, within the fund, by division. Simply stated, a fund is an accounting unit of the City. It tracks the receipts and expenditures of various resources. Financial summaries are presented for every fund that 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

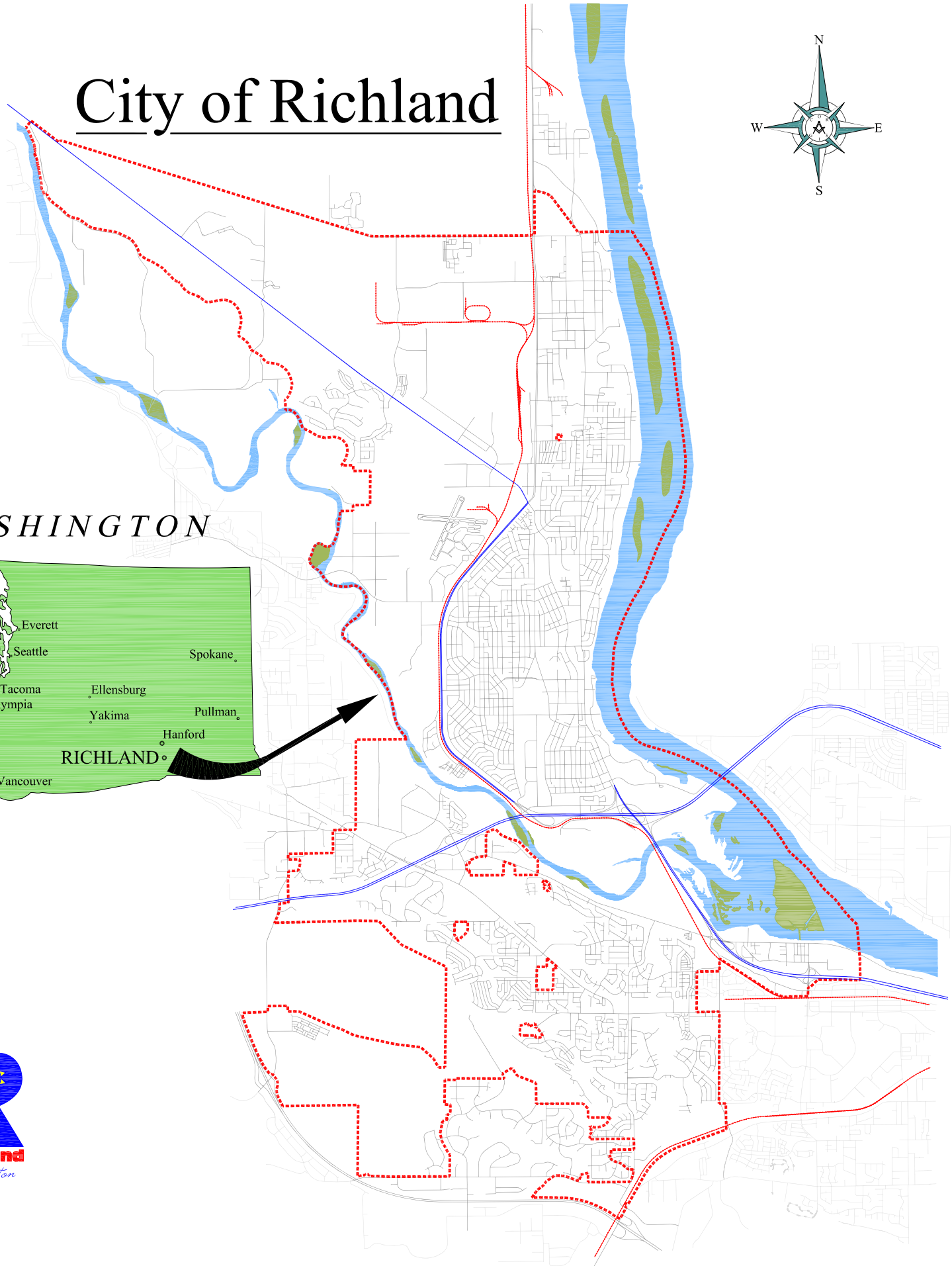
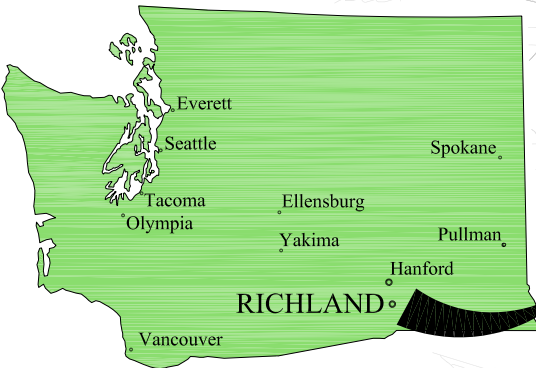
The appendix is located at the end of the document and consists of the Debt Management Policy, outstanding debt, salary matrix information and a glossary of terms.

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

City of Richland



WASHINGTON



About the Budget

WHAT IS THE BUDGET? The City's budget is the City Council's financial plan of action for fiscal year 2016. The budget provides an estimate of income and expenditures by fund, which are necessary to fund essential City services, with available reserves financing one-time expenditures or capital projects. The City's Strategic Leadership Plan is the foundation for developing the annual budget and ensures the budgeted funds follow the Council's long-term vision, prioritizes service levels and emphasizes efficiency, accountability and innovation. The City's budget serves many purposes: it is a **Policy Document** that includes entity-wide long-term financial policies and an **Operating Guide** that describes the activities, services and functions of the funds. The budget serves as a **Financial Plan** that defines legal appropriation levels by fund and provides detailed and historical information about revenues, expenditures and fund balances. The budget is also a **Communications Device** that provides information to Council, staff and citizens regarding the City's current and future financial resources.

BUDGET STRUCTURE: The City budget consists of 42 separate funds. Each fund has its own revenue and expenditure accounts and appropriation level. Federal, state and municipal laws govern the way funds are established and administered. Internal Service funds account for services that are provided internally to our municipal government, such as Employee Benefits, Public Works Engineering and Equipment Maintenance. Enterprise funds, such as the Electric and Water Funds, operate much like businesses and provide specific City services to the public.

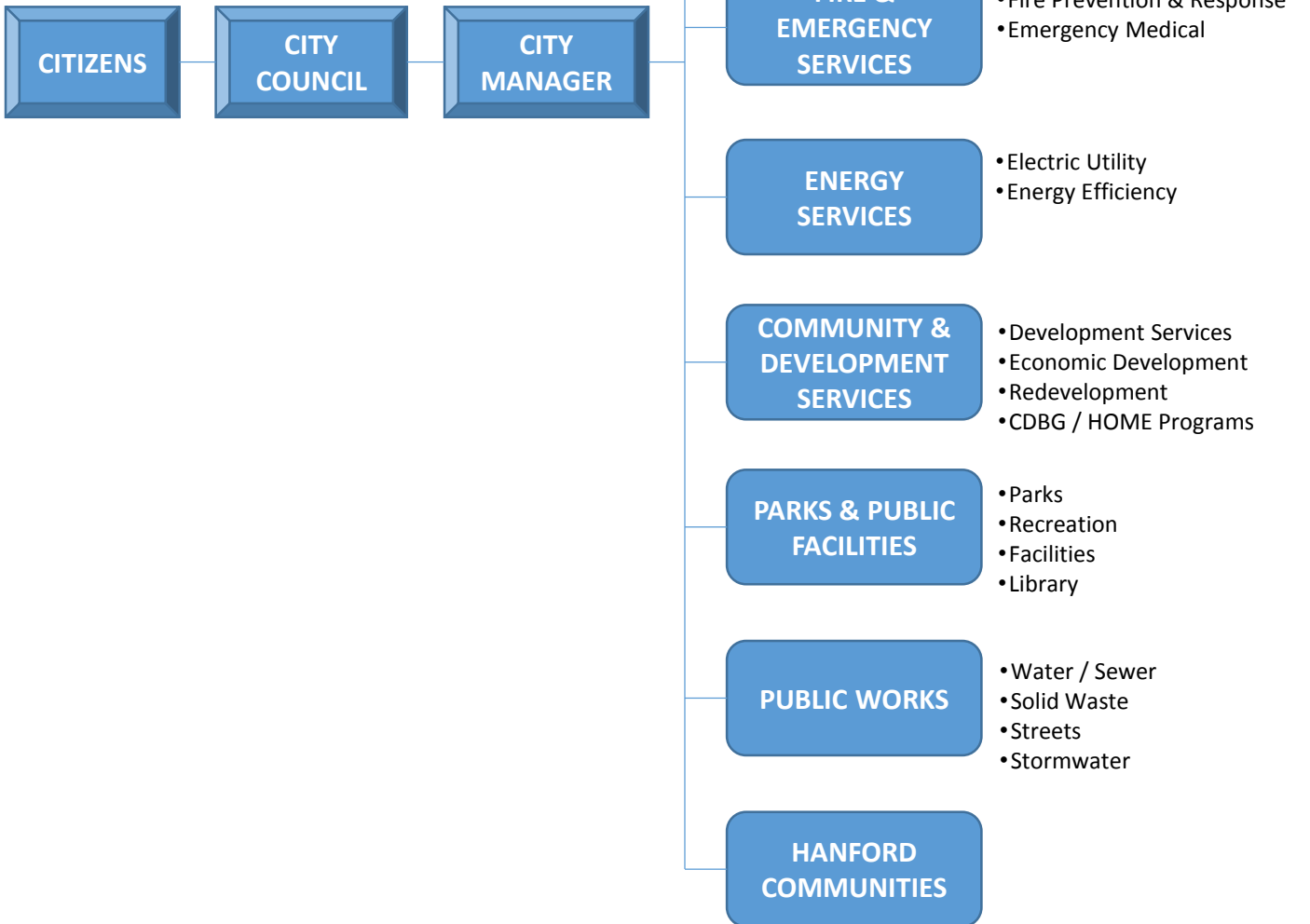
Most traditional municipal services like public safety and parks maintenance are included in the General Fund. The General Fund accounts for the City's central administrative functions and charges other funds their appropriate share through cost allocation.

THE BUDGETING PROCESS:

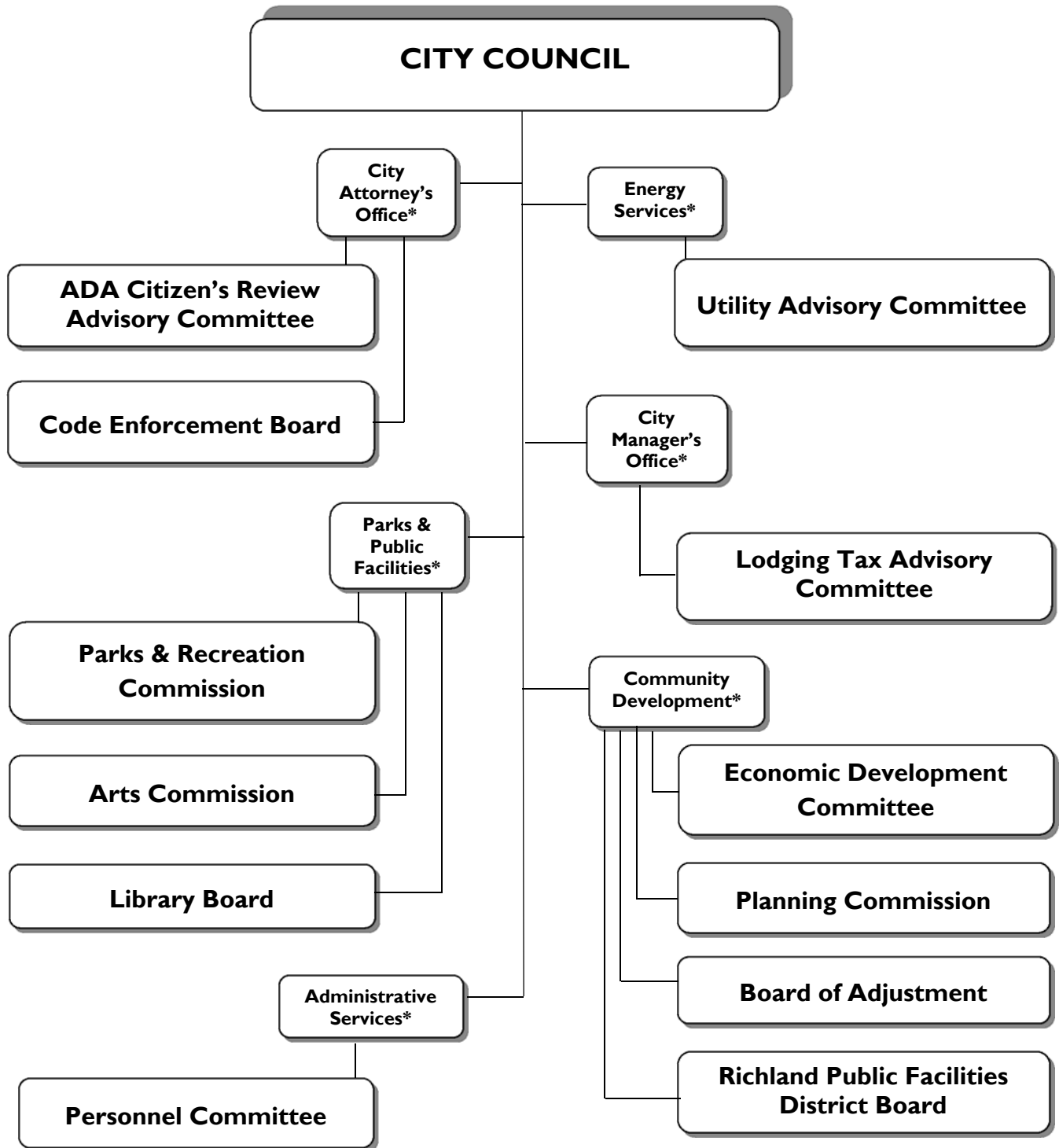
Governments at various levels function on different fiscal years. All budgets for Washington cities operate on a January through December fiscal year. It takes several months to complete the budget process and produce a budget. City Council and staff track revenues and expense information on a monthly basis. Council examines finances and programs in earnest at mid-year. Departments begin preparing the next year's budget submissions in June. The Administrative Services Department initially reviews proposals; followed by a second review by the City Manager and key staff. Following City Manager review, staff refines revenue and expenditure estimates and drafts a proposed budget in September, the City Manager finalizes it in late September, and City Council receives the proposal in early October.

CITIZEN INVOLVEMENT: The City Council encourages public participation in the budget process. The City makes budget information available to the public through open meetings, by televising regular Council meetings and budget workshops on CityView, and on the City's website. Bound copies of the proposed budget document are also available at the Richland Public Library.

2016 CITY OF RICHLAND ORGANIZATION CHART



**City of Richland
BOARDS, COMMISSIONS & COMMITTEES
2016 Organization Chart**



**Staff Liaisons from the identified departments are responsible for facilitating the flow of information between City Council and the respective Boards, Commissions and Committees.*

All meeting schedules for the Boards, Commissions & Committees are available online at www.ci.richland.wa.us

CITY OF RICHLAND 2016 BUDGET PREPARATION HIGHLIGHTS

APRIL-MAY

Reports, forms and budget preparation manuals distributed to departments. Budget calendar for staff and Council.



JUNE-JULY

Workshops – Reassessment of Council goals and objectives and staff direction for 2016 budget. Establish budget parameters.



AUGUST

Budget review by City Manager followed by Council Sub-Committee program review. Capital Improvement Plan review by Council.



SEPTEMBER

Review & refine 2016 budget.



OCTOBER

Estimates of budget distributed to City Clerk. Proposed budget presented to Council.



NOVEMBER

Adoption of Ad Valorem Property Tax. City Council and budget preparation team in work sessions.



NOVEMBER

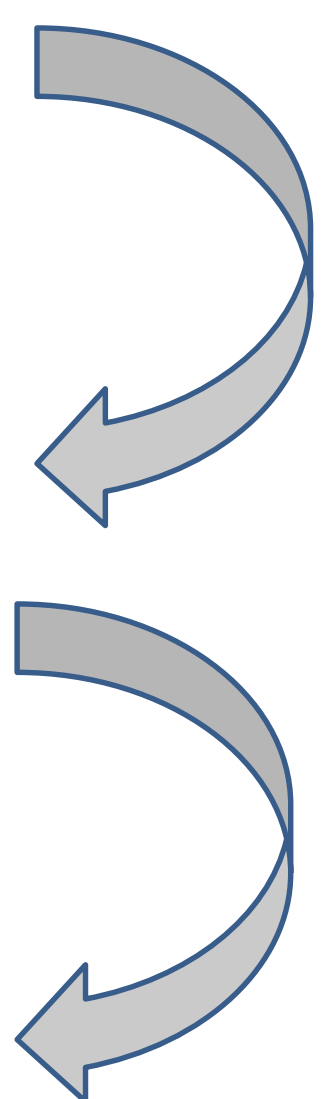
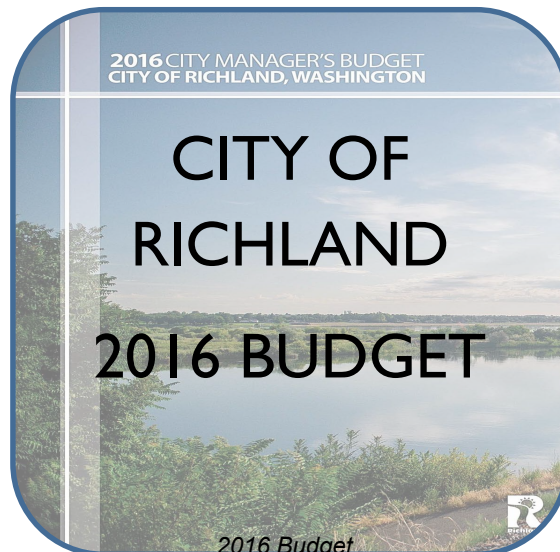


APPROVE 2016 BUDGET

Issues, Pressures and Demands on the 2016 Budget

DRAFT BUDGET

- Economic Development Strategy
- Escalating Material Costs
- Increased Costs for Jail and District Court
- Increased Cost of Maintaining City Parks
- Maintenance of Adequate Reserves
- Revenue Retention
- Rising Retirement, Healthcare Costs & Affordable Care Act
- Technology Upgrades



CITY OF RICHLAND

SUMMARY OF BUDGETARY PROCESS

A budget is a comprehensive plan of the financial operations for an entity for a specific timeframe. The City adopts an annual budget which includes operating and capital project budgets. The budget process begins with the creation of a comprehensive budget calendar which effectively schedules all budget meetings, workshops, statutory deadlines and staff submission deadlines. The budget process unfolds over many months as strategic plan goals and objectives are updated, salary and benefit adjustments are defined, key meetings and workshops are held and staff submissions for operating budget and expanded programs are received.

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 and capital budget. The formal budget preparation process begins in May of each year with a Budget Kickoff hosted by the City Manager. The Budget Kickoff provides a summary of changes and new information and the parameters and priorities for preparing the following year budget. Budget staff meets with management to review the financial status of the City's Internal Service Funds and then works to define appropriate adjustments to salary and benefits. Finance staff prepares and distributes an online budget preparation manual with step by step instructions and applicable forms for expanded program requests. Following the kickoff meeting the manual and online entry screens are available to support staff for budget entry.

The budget data entry 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 department's budgets are reviewed by a Council Sub-Committee. For the 2016 budget, Community Development and Parks and Public Facilities were included in the sub-committee review.

In addition to the Council review of specific budgets, Council selected a second Sub-Committee to review Capital Improvement Plan (CIP) proposed projects. The Sub-Committee reviews the CIP to ensure projects support 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 and capital 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 in November or 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 is presented below:

**City of Richland, Washington
2016 Budget Calendar**

APRIL 2015

- Prepare Budget Calendar for staff and Council.
- Send out requests for special schedules, i.e. vehicle replacement/maintenance and cost allocation items.
- Copy Capital Improvement Plan (CIP) worksheet to the Intranet for division use.
- Review CIP schedule for 2016 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.

MAY 2015

- 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.
 - Continued meetings with Council Sub-Committee regarding Capital Improvement Plan strategies.
-

JUNE 2015

2016 Salary & Benefits parameters defined and approved by Administrative Services Director.
Pre-meeting with City Manager to review assumptions/parameters 2016 budget.
City-wide budget kickoff – City Manager introduction to 2016 budget process.
Divisions begin data entry of 2016 proposed budget.
Distribute Functional Chart, Key Elements and Goals, Personnel Summary and CIP worksheets.
Council Workshop –Review of Budget Process. Reassessment of Council goals and objectives and staff directions for 2016 budget.

JULY 2015

2016 proposed budget entry completed by divisions.
Supplemental requests are due, including identifying Key Elements, goals & objectives.
Administrative Services Department reviews 2016 proposed budgets and makes final revisions.
All funds 2016 revenues/expenditures balanced.
Preliminary 2016 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 2016 proposed budgets, including capital, personnel and expanded program requests.

AUGUST 2015

Distribute draft Capital Improvement Plan to Council Sub-Committee for review.
Final fund balancing with determination of available funding for expanded and capital programs.
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.

SEPTEMBER 2015

Management refines 2016 revenue & expenditure estimates for all funds on or before 2nd Monday in September. (RCW 35.33.031)
Preliminary Budget estimates filed with the Administrative Services Director on or before 4th Monday in September. (RCW 35.33.031)

OCTOBER 2015

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.
1st 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)

NOVEMBER 2015

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, 2015. (Ch. 52, Laws of 2005, HB 1048 and (RCW 84.52.070) 1st reading of Budget Ordinance.

DECEMBER 2015

Final Hearing on proposed budget on or before 1st 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)

JANUARY 2016

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: “2016 Budget”

October 6, 2015

Re: Budget Transmittal Letter

Honorable Mayor and Councilmembers:

On October 6th I was pleased to submit to Council the 2016 Proposed Budget. The balanced budget was submitted in accordance with RCW 35.33.057.

We have come a long way in the past few years. As you will see, we have a lot of exciting opportunities to achieve even more for this City, and our momentum continues to build. We have stability, we have sustained economic growth and most importantly, we have the energy to make big things happen. The expanding tax base establishes the financial strength to focus on a range of services from infrastructure to innovation to improve the quality of life for residents, businesses, and visitors.

Last year, we met with Council to gain a better understanding of their vision for our Waterfront. With that in mind, along with the 2014 Citizen Survey and the Strategic Leadership Plan as our foundation, we have responded with a balanced budget. We are investing in our Waterfront, code compliance, and technology to give citizens greater access to information, as well as, revitalizing our downtown and continuing our commitment to public safety. While there is always more that we would like to do, we have worked hard to address these priorities and deliver a balanced budget.

Based on an average annual population growth of about 2.5%, Richland and the surrounding area should reach approximately 400,000 by 2030. That growth takes a strong infrastructure and exciting innovation to support, and that’s exactly the foundation we are planning for with the 2016 budget.

A LOOK AT NUMBERS

TAX REVENUES

Sales tax revenues have seen a steady incline since 2012, with retail sales tax being the largest contributor to the increase. Even with the national economy declining in 2008, Richland has seen sales tax revenues increase every year except 2012, which saw a slight dip. Back in 2006, annual sales tax revenues were around \$7 million and Richland surpassed the \$9 million mark in 2014 when we collected almost \$9.7 million.

Property and utility occupation taxes are also keeping pace with sales tax. The three revenues (property, sales, and utility taxes) continue to be our main revenue sources for the General Fund. While we have not been able to equalize the three sources, we have seen some slight equalization movement between property taxes and utility occupation taxes. As of 2015, property taxes dropped from 44% of revenue to 42% and utility taxes jumped from 28% to 30% of the mix between the three taxes. The change in utility taxes is exactly what we have been striving to achieve by spreading the load between the three more equally.

Our assessed value for property taxes has grown from \$3.12 billion in 2005 to an estimated \$5.8 billion. In less than 20 years, it is estimated that our assessed value in Richland will have doubled. Conversely, our property tax levy rate has gone from \$3.07 per \$1,000 in 2005 to the current rate of \$2.62. We have remained at just over \$2.60 since 2012 and below \$2.70 since 2009. Even though City expenses continue to rise, our citizens continue to see the same or better level of service for a cost that has remained around 2009 levels and, more importantly, our citizens have seen a sizable decrease in the City's levy rate since 2005. If our rate was at 2005 levels, the property tax amount due for City services would equate to \$768 on a \$250,000 home, while the rate of \$2.60 per \$1,000 is \$650 for the same \$250,000 property. It is uncommon in today's economy to see a decrease in the price of services. The amenities and services in Richland have grown immensely since 2005 while the property taxes have declined.

GENERAL FUND BALANCES

During the 2015 budget process, the City committed to working towards a fund balance in the General Fund of 16.7% of ongoing expenditures. The 2015 budget was adopted with an estimated 12.8% fund balance; however, departments exercised conservative spending habits and revenues came in higher than projected leaving us with a healthy 18.3% fund balance at the end of 2014. Our objective is to maintain the 16.7%, which is what is included in the 2016 proposed budget.

BUILDING ACTIVITY

Driving around our community it's clear that building activity is quite heavy. The City has collected around \$1.5 million in building permit revenues every year since 2010, with the exception of 2012. The City blew that number out of the water in 2014 with permits of more than \$1.9 million; 2015 and 2016 have been conservatively estimated at more than \$1.7 million each year. As of September 2015, building permit revenues were very close to collections as of September 2014 at more than \$1.5 million.

A LOOK FORWARD: PRIORITIES FOR 2016

By starting the budget development process earlier, we were able to better strategize funding models for capital projects and seek Council direction at a much earlier point than in previous years. Council direction provided at the April 2014 visioning workshop included:

- Focusing on the Waterfront District
- Creating a sense of place, capitalizing on the Tri-Cities regional branding effort
- Code compliance

Further Council's direction leads us to:

- Invest in technology to improve services and efficiencies
- Provide competitive utility rates
- Scrutinize services for efficiencies and reductions

Citizen Survey top focus areas:

- Duportail Bridge / traffic planning and street maintenance
- Economic development and redevelopment of core area (downtown)
- Maintenance of infrastructure
- Code enforcement

Priorities for a given year must fall within one of Council's Strategic Leadership Plan Keys:

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

The 2016 Budget with appropriations of \$214,880,827 is only a .6% increase from 2015 budgeted expenditures. The appropriations continue to reflect a focus on stability and sustainability of services.

We used the following assumptions to estimate revenues and expenditures:

Estimated Revenues

- Assessed valuation is estimated at \$5.8 billion; tax levy rate at \$2.62
- 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
- Sales tax on steady incline
- Electric rate and irrigation water rate increases are included in the budget at 8.5% and 6%, respectively, based on the most recent cost of service analysis
- Building activity is conservatively estimated at \$1.7 million
- 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
- Per Council direction: work towards 16.7% fund balance

Budget Summary

All Funds:

Estimated Revenues and appropriated fund balance: \$218,340,357

- 2.2% increase

Appropriations: \$214,880,827*

- .6% increase

General Fund:

Estimated Revenues and Appropriated Fund Balance: \$49,946,562

- 4% increase

Appropriations: \$49,068,548

- 2.2% increase

**Note: In previous years, the City budget appropriations included all estimated ending fund balances, essentially making 100% of estimated resources available for expenditure. Conversely, the 2016 budget appropriates only identified expenditures, and does not include estimated ending fund balances. In addition, Agency Funds with \$5,361,979 in budget expenditures in 2015 are not included in the 2016 budget appropriations.*

Capital Improvement Plan (CIP):

49 projects: \$21,562,470 across all funding sources

TECHNOLOGY

In 2016, the City of Richland continues to modernize core applications and present new technologies, enabling positive change in service delivery and providing new ways to engage citizens and business partners. With a marked increase in the complexity and volume, the City Attorney's Office will be implementing an application for processing and tracking public records requests. The City will also begin a multi-year project of replacing the core financial application. This project will work in tandem with Energy Services in their endeavor to prepare the City's utility for Smart Grid capability. The City will be unveiling a new website in the first quarter of 2016. The new website will focus on enhanced search and mobile interface aimed to address the increase of accessing the City's website from mobile devices.

Internally, with the addition of a proposed position, the City will work towards streamlined processes, such as travel requests, time-off, and accounts payable workflows.

MAINTENANCE & INFRASTRUCTURE

Maintaining City assets and infrastructure is a cornerstone value for Richland and a tenet of traditional City administration. The 2016 budget includes several investments in maintenance and infrastructure, including ongoing and additional funding for parks and facilities to avoid costly deferred maintenance obligations in the future. This is a lesson learned from past practice.

To truly impact the condition of streets in the City and bring them to a yet-to-be determined satisfactory goal, significant funding will be required over several years. The CIP subcommittee is working on a long term funding strategy for increasing the pavement

management system. The recommended budget includes \$1.2 million for street maintenance.

Other initiatives to improve the City's infrastructure include investing \$8 million in municipal buildings, parks, transportation, and waterfront capital projects.

The 2016 budget represents a turning point and large step forward in the delivery of the Duportail Bridge. Action by the 2015 Washington State legislature secured the first significant contribution, \$20 million, toward project construction. These funds become available in the second half of 2017. The 2016 budget and CIP include a strategy to prepare to construct the bridge, beginning in late 2017 and completing it in 2019. Substantial work to assemble the remaining needed funds will be required and the path to success is presented in this budget.

The City's Swift Corridor Master Plan is showing signs of success with the private investment along Swift between the intersections of George Washington Way and Stevens with the completion of Kadlec's 10-story tower project, initiation of Kadlec's parking garage structure, and the Columbia Basin College Health Science Building #2. The CIP includes replacement of City Hall beginning in 2016, thereby allowing the current site for future private redevelopment. Our conservative budgeting approach combined with prudent spending, provide the opportunity to accomplish this without increasing taxes. Each project along the Swift Corridor will be a significant addition to the Waterfront District.

CITY UTILITY RATES

Projected electric rates are to increase by 8.5% in 2016. With the cost of electricity being important to all utility customers, it is significant to point out that Richland continues to be very competitive across the Northwest.

Today, an average residential monthly electric bill in Richland is approximately \$99 each month with only four other utilities in the Northwest falling below that amount. All of those four utilities own all or a large portion of their own power generation sources, such as dams on the Columbia River.

City Council has approved an electric rate increase effective January 2016, estimated to increase electric utility revenue by 9.5%. This increase is primarily due to wholesale power costs, where the Bonneville Power Administration (BPA) has raised rates over 40% since 2009, in that same period the City has raised its retail rates, including the 2016 increase, by only 23%.

With the 10 year forward retail rate program rate payers can utilize a rate calculator on our website that can help each individual customer predict monthly bill impacts.

This 2016 budget includes a capital program that invests approximately \$10 million in upgrades to electric utility infrastructure, including replacement of underground cable systems that are over 35 years old with trending failures over the past several years. Development fees pay for the portion of those costs attributable to new-growth development; the rest is paid through retail rates including payment of debt service for projects funded by 20 to 30 year term revenue bonds. These capital investments are

necessary to continue reliable service to our utility customers and are prioritized through a long range utility master plan, completed in 2014.

Two new positions have been added to the proposed budget to enhance our continued focus on maintaining infrastructure, conserving resources, and providing for future needs.

Rate studies for wastewater and water that began in 2015 will be completed in 2016. The 2016 proposed budget also assumes a solid waste rate study. However, rates are not expected to increase in these utilities in 2016.

City Council has also approved an irrigation rate increase of 6% effective January 1, 2016.

PUBLIC SAFETY

Every year, public safety services for the City are a significant budget expenditure. These investments have paid off with Richland experiencing one of the lowest crime rates in the Tri-City Region and lower than the state average.

Last year, Benton County citizens approved a 0.3% additional criminal justice sales tax to enhance public safety. With these funds, an additional police officer will be hired and we will implement the Internet Crimes Against Children Task Force. Richland is taking a leadership role in proactively investigating the predatory victimization of children through the internet. The criminal justice sales tax provides the financial resources to dedicate officers and needed equipment for this initiative.

Crime prevention and community services is an important function of any police department and currently that function is performed by a sworn police officer. The additional sales tax creates the opportunity to civilianize the crime prevention role allowing for the hiring of a civilian employee. This not only allows us to fulfill our crime prevention strategies, but also returns a sworn officer back into operations where they are needed.

Safety enhancements along Richland's Waterfront District are also funded through this additional sales tax.

With code compliance being one of the most important services according to the 2014 Citizen Survey, an additional \$18,000 is included for abatement.

ECONOMIC DEVELOPMENT / REDEVELOPMENT

We have some unique opportunities that will need attention in 2016 and beyond.

DEPARTMENT OF ENERGY LAND TRANSFER

The development of City-owned industrial land in the Horn Rapids Industrial Park has led to increased economic health and vitality for the City of Richland as well as creating employment opportunities for hundreds of local residents. However, large parcels that may benefit large-scale users have decreased in number.

The City of Richland, along with the Port of Benton, recently acquired approximately 1,300 acres from the Department of Energy, which enhances the ability to entice additional industrial development in Richland for future decades. The most desirable characteristic

of this acquisition is that the City will be able to market extremely large parcels of land for uses that require sites containing hundreds of acres.

Experts have informed the City that large single-use sites are in high demand and Richland will have the advantage that other cities throughout the Northwest do not have, once we begin to market these properties.

WATERFRONT PLAN

The Columbia River is one of the greatest assets within our community. The City has embarked upon a process that will redefine not only what our waterfront will become, but also how downtown Richland can be re-created to become the central feature of our community.

While the Waterfront Master Plan itself will be completed in February 2016, it is expected that improvements envisioned by the plan will be implemented through the year 2040. The boundaries of the planning area stretch all the way from Columbia Point South to the south, northwest to Columbia Playfield, and along the riverfront to the east.

The Waterfront Master Plan will address items such as economic growth and development, recreational uses, tourism activities, and physical improvements to the area. Essentially, the plan will provide an outline of how Richland's Waterfront and downtown area will become an active recreation area that helps to create a vibrant and revenue generating downtown. It's exciting to be addressing this area!

EFFICIENCIES & WORKFORCE IMPACTS

The budget development process is a continuous effort to identify efficiencies, reduce costs where appropriate, and invest in our future.

The 2016 budget includes enhancements to certain services, while strategically rebalancing existing services and costs. Examples of reductions include: optimizing staffing levels, making adjustments in salary budgets to recognize vacancies and strategic delays in hiring; reductions from line-item review; improved fuel prices; and reductions for adjustments to contracts, such as cell carrier services.

Employees of the City of Richland are dedicated, hard working individuals who are responsible for service delivery from public safety to street repair, from fire protection to garbage pick-up, from code enforcement to park maintenance, and so on. The work of these individuals is often thankless. However, they are all critical to the operation of the City and they account for the single largest expenditure of City funds. The 2016 budget includes Council approved commitments through the six collective bargaining agreements and those for the Unaffiliated staff. While there is a proposed increase of 4.3 employee positions, there is an offsetting decrease of 3.25. The overall net addition to the full time equivalent count for 2016 is 1.05.

VULNERABILITIES

SOLID WASTE DISPOSAL

The permitted landfill space is projected to reach capacity in 2019, after which new capacity will be needed. The 2015 budget included funding to advance the planning to meet this need. Substantial work on this issue will occur in 2016.

MULTI-AGENCY THREE RIVERS INFORMATION AND COMMUNICATION SERVICES (MATRICS)

Efforts to improve public safety and emergency services within Benton and Franklin Counties are finally coming to realization with the pending consolidation of the public safety answering points (PSAPs) commonly referred to as “dispatch or communications.” While savings are expected system-wide, upon consolidation Richland will no longer receive administrative fees associated with hosting Benton County Dispatch services.

AFFORDABLE CARE ACT

The Affordable Care Act (ACA) continues to be an area of vulnerability for the City. Collaborating efforts with employees continue as we seek ways to reduce or mitigate costs associated with ACA.

JAIL COSTS

The City contracts with Benton County for jail services and potential assessment increases continue to be of concern. With the passage of the Criminal Justice Sales Tax, the County receives 60% of the generated revenue and the cities share the remaining 40%. In 2016, we hope to see if there is any cost relief passed to the cities or through other cost sharing methods.

COMPLACENCY

We must keep up the momentum to keep our great City moving forward. The City, our partners and the community as a whole have accomplished BIG things. Looking back over the recent past, an impressive list can be compiled of BIG things that have been done, even in some difficult times.

WHAT'S NEXT?

Just look around Richland and you will see excitement building. Everywhere you turn there is a new building going up or a new business opening. With over 800 acres transferred to the City we have a great ECONOMIC DEVELOPMENT opportunity. The Manhattan Project National Park is no longer a dream, but becoming a reality right in our own back yard. Plans are underway for exciting game changers like the Duportail Bridge, enhancing the transportation landscape and providing even greater mobility around Richland. The Swift Corridor project expands our viewpoint of municipal engagement by providing a one stop shop for citizens, business partners, and developers at the new City hall campus and providing exciting redevelopment opportunities at the existing site. The long awaited outdoor theater at John Dam Plaza is just another example of how we are addressing current priorities and anticipating future opportunities so that we can attract and keep the businesses and people who make Richland what it is. We are no longer what we once were... we are bigger, brighter, and definitely bolder.

Respectfully submitted,



Cindy Reents
City Manager, ICMA-CM

**This budget message includes minor changes from the original document for grammatical corrections and updated appropriations.*



FINANCIAL SUMMARY

City of Richland

Financial Policies & Guidelines

The City of Richland's financial policies and guidelines are 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 and guidelines represent long-standing principles and practices that have helped the City maintain financial stability.

Objectives:

The City of Richland's financial policies and guidelines will focus on the following objectives:

- Maintain the City in a fiscally sound position for both the short and long term.
- 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 Planning and 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. Financial planning and reporting will focus on the following:

- The City will prepare a financial plan annually based on current service levels and current funding sources.
- Monthly reports of the status of revenues and expenditures will be distributed to the City Council, City Manager, department directors, and other interested parties.
- The City will maintain its accounting records and reports on its financial condition and results of operations in accordance with State and federal laws and regulations.
- The State Auditor will perform annual financial and compliance audits of the City's financial statements. The Auditor's opinion will be contained in the City's Comprehensive Annual Financial Report (CAFR).

- The CAFR will be presented in a way that is 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 implementation of the City's annual budget. The Strategic Leadership Plan and the City's Seven Keys to Success are used as guidelines in developing the annual budget. New budget requests must identify the appropriate Key element, goal and objective to be considered for budget review. The Administrative Services Department reviews all requests to confirm they support the City's long-term goals and objectives as identified in the Strategic Leadership Plan.

The annual budget process consists of the following phases:

- Issuance of budget preparation guidelines and schedules.
- Summarize budget requests and identify related issues for Council consideration.
- Develop and present the City Manager's proposed budget to Council for adoption.
- 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 Guidelines:

- Operate the City on a balanced budget with current expenditures not exceeding current revenues.
- Maintain an unrestricted Fund Balance in the General Fund of no less than 16.7% of regular General Fund operating revenues or expenditures in accordance with the Government Finance Officers' Association's (GFOA) best practices.
- Continue to build city tax base with emphasis on diversifying that base.
- Identify and use grants and other resources for major projects.

Revenue:

- Revenues will 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 services.

- The City will review user fees and charges annually, amending fees as necessary to maintain consistency with the cost of providing service.

Expenditure:

- Expenditures will be monitored and maintained within budgeted levels.
- Service levels will be maintained at the appropriate level.
- Recurring operating expenses will 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 lending fund's 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.

Reserve:

- The City will maintain unrestricted General Fund reserves of no less than 16.7% of projected annual operating expenditure.
- Reserves in excess of 16.7% may be utilized for one-time expenditures.

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 will 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. 74-15

AN ORDINANCE of the City of Richland adopting the 2016 Annual Budget, including the 2016-2030 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 2016, including the 2016-2030 Capital Improvement Plan, and each and every fund thereof as fixed and determined in the Proposed Budget for the year 2016, as revised by the City Council is hereby adopted as the Budget of the City for the year 2016. 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
General Fund	\$ 49,911,677	\$ 34,885	\$ 49,946,562	\$ 49,068,548
Special Revenue Funds:				
City Streets	2,410,536	583,841	2,994,377	2,974,930
Park Reserve	323,500	-	323,500	282,075
Industrial Development	2,194,269	-	2,194,269	1,334,569
Criminal Justice	61,041	-	61,041	43,040
PFD Facility Contingency	69,509	-	69,509	-
Criminal Justice Sales Tax	1,379,130	-	1,379,130	1,336,119
Hotel/Motel Tax	971,000	-	971,000	971,000
Special Lodging Assmnt	500,500	-	500,500	500,500
Community Dev. Block Grant	321,943	45,038	366,981	366,981
HOME	729,480	-	729,480	729,480
Debt Service Funds:				
LTGO Bonds	1,164,656	647,782	1,812,438	1,812,438
Fire Station 74	241,487	-	241,487	241,487
Police Station	242,475	-	242,475	242,475
Richland Community Center	304,625	-	304,625	304,625
Library Remodel	1,287,700	-	1,287,700	1,287,700
RAISE Area	708,500	-	708,500	659,846
LID Guaranty	4,000	-	4,000	10
Special Assessment	890,341	-	890,341	852,282
Capital Projects Funds:				
Streets Capital Projects	3,135,506	140,000	3,275,506	3,275,506
Capital Improvement	1,314,000	203,293	1,517,293	1,517,293
Parks Capital Projects	818,500	-	818,500	818,500
General Government Construction	545,000	-	545,000	545,000
Special Assessment Construction	850,000	-	850,000	850,000

Funds	Total Estimated Revenues	Appropriated Beginning Fund Balances	Est. Revenues & Approp. Fund Balance	Total Appropriations
Enterprise Funds:				
Electric	65,962,410	14,947,316	80,909,726	80,909,726
Water	15,202,244	-	15,202,244	14,921,016
Wastewater	9,863,350	41,040	9,904,390	9,904,390
Solid Waste	8,231,100	212,331	8,443,431	8,443,431
Stormwater	1,979,457	-	1,979,457	1,857,817
Golf Course	1,674,449	35,101	1,709,550	1,709,550
Medical Services	3,976,697	-	3,976,697	3,534,603
Broadband	339,412	18,960	358,372	358,372
Internal Service Funds:				
Central Stores	25,750	-	25,750	25,750
Equipment Maintenance	3,521,200	12,969	3,534,169	3,534,169
Equipment Replacement	2,569,220	-	2,569,220	2,483,085
Public Works Adm & Eng.	3,348,300	-	3,348,300	3,347,523
Workers Compensation	1,636,453	-	1,636,453	1,128,607
Employee Benefits	10,250,919	-	10,250,919	10,250,919
Unemployment	100,095	59,905	160,000	160,000
Post Employment Benefit	990,287	331,891	1,322,178	1,322,178
Trust Funds:				
Fire Pension	453,267	-	453,267	453,267
Police Pension	522,020	-	522,020	522,020
Totals	<u>\$ 201,026,005</u>	<u>\$ 17,314,352</u>	<u>\$218,340,357</u>	<u>\$ 214,880,827</u>

Section 2. Salaries and Wages. The total cumulative salaries and wages set forth 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 17th day of November, 2015.


DAVID W. ROSE
Mayor

ATTEST:

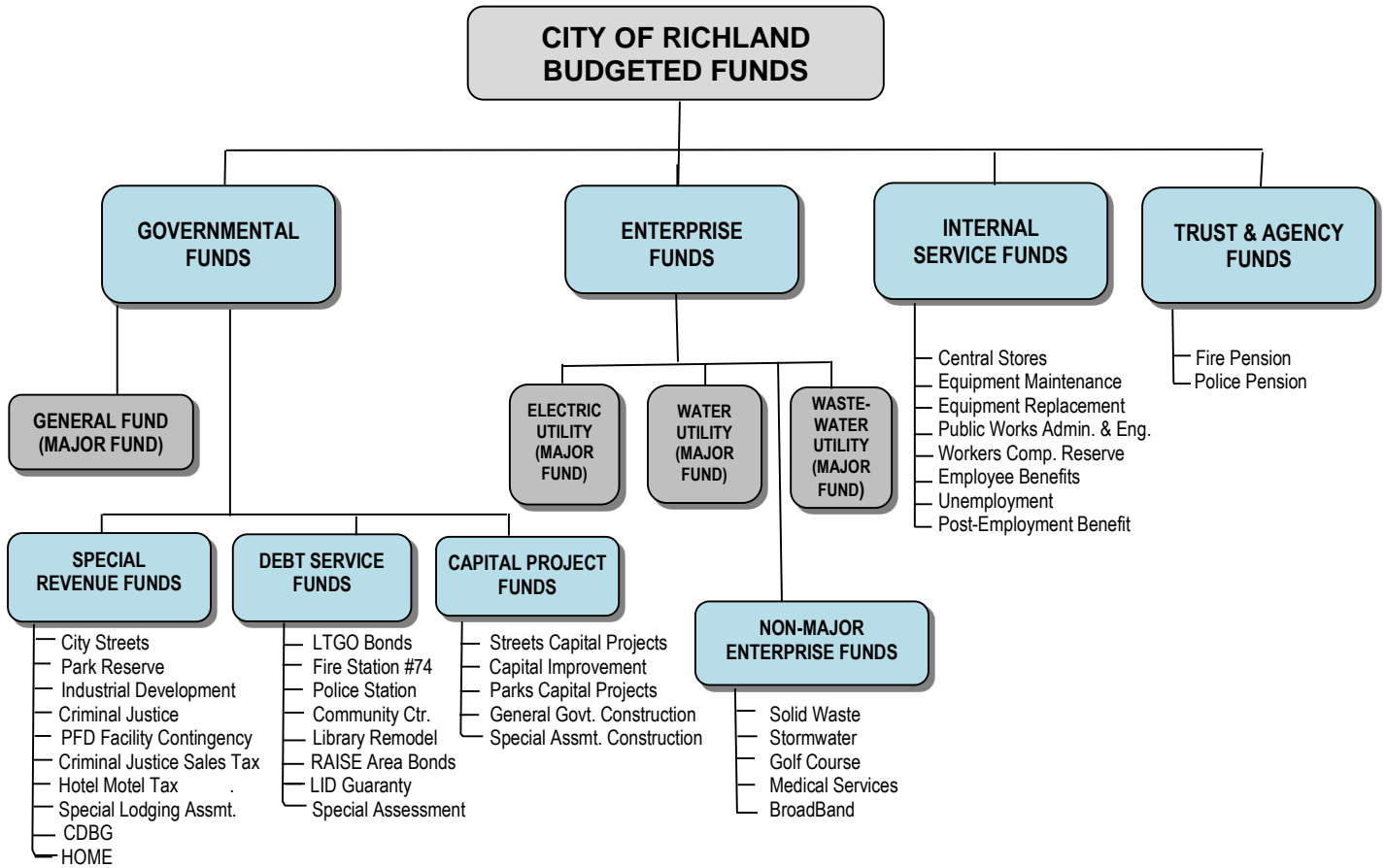

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:


HEATHER KINTZLEY
City Attorney

Date Published: November 22, 2015

CITY OF RICHLAND 2016 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.

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:

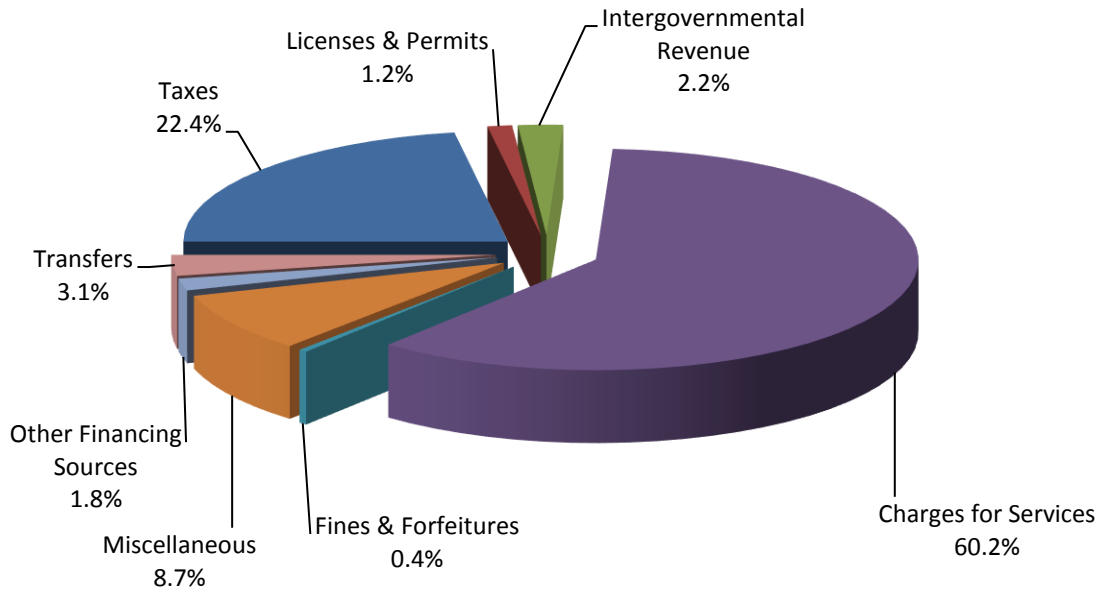
Wastewater Utility fund is used to account for the provision of wastewater treatment to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, maintenance, operations and debt service.

CITY OF RICHLAND
2016 BUDGET SUMMARY - ALL FUNDS

FUND	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE
General & Special Revenue Funds				
General	\$ 34,885.00	\$ 49,911,677	\$ 49,068,548	\$ 878,014
City Streets	583,841	2,410,536	2,974,930	19,447
Park Reserve	-	323,500	282,075	41,425
Industrial Development	-	2,194,269	1,334,569	859,700
Criminal Justice	-	61,041	43,040	18,001
PFD Facility Contingency	-	69,509	-	69,509
Criminal Justice Sales Tax	-	1,379,130	1,336,119	43,011
Hotel/Motel Tax	-	971,000	971,000	-
Special Lodging Assmnt	-	500,500	500,500	-
Community Dev. Block Grant	45,038	321,943	366,981	-
HOME	-	729,480	729,480	-
Debt Service Funds				
LTGO Bonds	647,782	1,164,656	1,812,438	-
Fire Station 74	-	241,487	241,487	-
Police Station	-	242,475	242,475	-
Richland Community Center	-	304,625	304,625	-
Library Remodel	-	1,287,700	1,287,700	-
RAISE Area	-	708,500	659,846	48,654
LID Guaranty	-	4,000	10	3,990
Special Assessment	-	890,341	852,282	38,059
Capital Projects Funds				
Streets Capital Projects	140,000	3,135,506	3,275,506	-
Capital Improvement	203,293	1,314,000	1,517,293	-
Parks Capital Projects	-	818,500	818,500	-
General Government Construction	-	545,000	545,000	-
Special Assessment Construction	-	850,000	850,000	-
Enterprise Funds				
Electric	14,947,316	65,962,410	80,909,726	-
Water	-	15,202,244	14,921,016	281,228
Wastewater	41,040	9,863,350	9,904,390	-
Solid Waste	212,331	8,231,100	8,443,431	-
Stormwater	-	1,979,457	1,857,817	121,640
Golf Course	35,101	1,674,449	1,709,550	-
Medical Services	-	3,976,697	3,534,603	442,094
Broadband Utility	18,960	339,412	358,372	-
Internal Service Funds				
Central Stores	-	25,750	25,750	-
Equipment Maintenance	12,969	3,521,200	3,534,169	-
Equipment Replacement	-	2,569,220	2,483,085	86,135
Public Works Adm & Eng.	-	3,348,300	3,347,523	777
Workers Compensation	-	1,636,453	1,128,607	507,846
Employee Benefits	-	10,250,919	10,250,919	-
Unemployment	59,905	100,095	160,000	-
Post Employment Benefit	331,891	990,287	1,322,178	-
Trust & Agency Funds				
Fire Pension	-	453,267	453,267	-
Police Pension	-	522,020	522,020	-
TOTAL	\$ 17,314,352	\$ 201,026,005	\$ 214,880,827	\$ 3,459,530

City of Richland

2016 Estimated Revenues - All Funds By Major Source



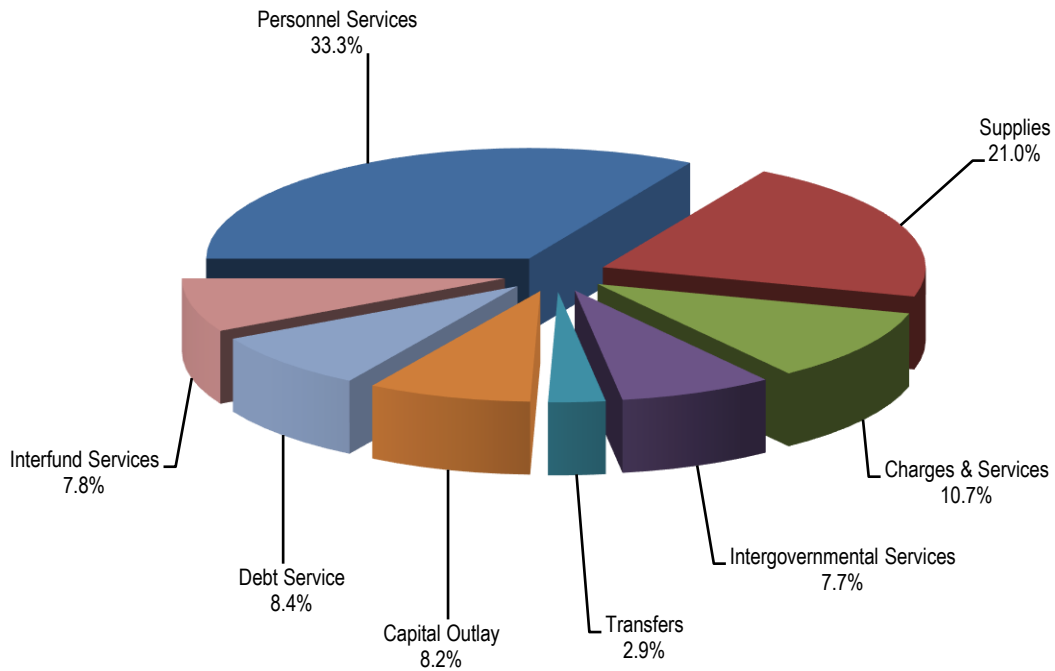
REVENUES BY SOURCE	TOTAL BY SOURCE	PERCENTAGE
Taxes	\$ 44,945,955	22.4%
Licenses & Permits	2,463,775	1.2%
Intergovernmental Revenue	4,514,759	2.2%
Charges for Services	121,018,678	60.2%
Fines & Forfeitures	849,350	0.4%
Miscellaneous	17,552,549	8.7%
Other Financing Sources	3,541,135	1.8%
Transfers	6,139,804	3.1%
Total Revenues	<u>201,026,005</u>	<u>100.0%</u>
Beginning Fund Balance	17,314,352	
Total	<u><u>\$ 218,340,357</u></u>	

CITY OF RICHLAND 2016 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
General & Special Revenue Funds										
General	\$ 37,217,745	\$ 2,437,275	\$ 1,158,167	\$ 7,452,463	\$ 849,350	\$ 413,908	\$ 48,000	\$ 334,769	\$ 34,885	\$ 49,946,562
City Streets	679,080	-	1,133,486	557,000	-	40,970	-	-	583,841	2,994,377
Park Reserve	-	-	-	115,500	-	208,000	-	-	-	323,500
Industrial Development	-	-	-	-	-	1,118,873	1,041,642	33,754	-	2,194,269
Criminal Justice	-	-	61,041	-	-	-	-	-	-	61,041
PFD Facility Contingency	-	-	69,509	-	-	-	-	-	-	69,509
Criminal Justice Sales Tax	1,379,130	-	-	-	-	-	-	-	-	1,379,130
Hotel/Motel Tax	966,000	-	-	-	-	5,000	-	-	-	971,000
Special Lodging Assmnt	500,000	-	-	-	-	500	-	-	-	500,500
Community Dev. Block Grant	-	-	221,943	100,000	-	-	-	-	45,038	366,981
HOME	-	-	429,480	300,000	-	-	-	-	-	729,480
Debt Service Funds										
LTGO Bonds	-	-	-	-	-	6,388	-	1,158,268	647,782	1,812,438
Fire Station 74	-	-	-	-	-	-	-	241,487	-	241,487
Police Station	242,075	-	-	-	-	400	-	-	-	242,475
Richland Community Center	304,225	-	-	-	-	400	-	-	-	304,625
Library Remodel	1,285,200	-	-	-	-	2,500	-	-	-	1,287,700
RAISE Area	707,000	-	-	-	-	1,500	-	-	-	708,500
LID Guaranty	-	-	-	-	-	4,000	-	-	-	4,000
Special Assessment	-	-	-	-	-	890,341	-	-	-	890,341
Capital Projects Funds										
Streets Capital Projects	-	-	416,930	160,000	-	40,000	1,000,000	1,518,576	140,000	3,275,506
Capital Improvement	1,310,000	-	-	-	-	4,000	-	-	203,293	1,517,293
Parks Capital Projects	-	-	140,000	-	-	65,000	-	613,500	-	818,500
General Government Construction	-	-	-	-	-	-	-	545,000	-	545,000
Special Assessment Construction	-	-	-	-	-	-	-	850,000	-	850,000
Enterprise Funds										
Electric	-	-	192,948	65,262,582	-	504,887	1,993	-	14,947,316	80,909,726
Water	-	-	-	14,197,744	-	220,000	784,500	-	-	15,202,244
Wastewater	-	-	-	9,191,500	-	111,850	560,000	-	41,040	9,904,390
Solid Waste	-	-	-	8,137,800	-	93,300	-	-	212,331	8,443,431
Stormwater	-	-	116,667	1,803,000	-	59,790	-	-	-	1,979,457
Golf Course	-	-	-	1,170,124	-	504,325	-	-	35,101	1,709,550
Medical Services	-	-	1,208	3,361,445	-	64,044	-	550,000	-	3,976,697
Broadband Utility	-	-	-	-	-	129,412	-	210,000	18,960	358,372
Internal Service Funds										
Central Stores	-	-	-	250	-	25,500	-	-	-	25,750
Equipment Maintenance	-	-	-	3,517,700	-	3,500	-	-	12,969	3,534,169
Equipment Replacement	-	-	-	2,372,770	-	62,000	50,000	84,450	-	2,569,220
Public Works Adm & Eng.	-	26,500	-	3,318,800	-	3,000	-	-	-	3,348,300
Workers Compensation	-	-	-	-	-	1,636,453	-	-	-	1,636,453
Employee Benefits	-	-	-	-	-	10,200,919	50,000	-	-	10,250,919
Unemployment	-	-	-	-	-	100,095	-	-	59,905	160,000
Post Employment Benefit	-	-	-	-	-	985,287	5,000	-	331,891	1,322,178
Trust & Agency Funds										
Fire Pension	355,500	-	63,960	-	-	33,807	-	-	-	453,267
Police Pension	-	-	509,420	-	-	12,600	-	-	-	522,020
Total Estimated Revenues By Major Source	\$ 44,945,955	\$ 2,463,775	\$ 4,514,759	\$ 121,018,678	\$ 849,350	\$17,552,549	\$3,541,135	\$6,139,804	\$ 17,314,352	\$ 218,340,357

City of Richland

2016 Estimated Expenditures - All Funds By Major Object



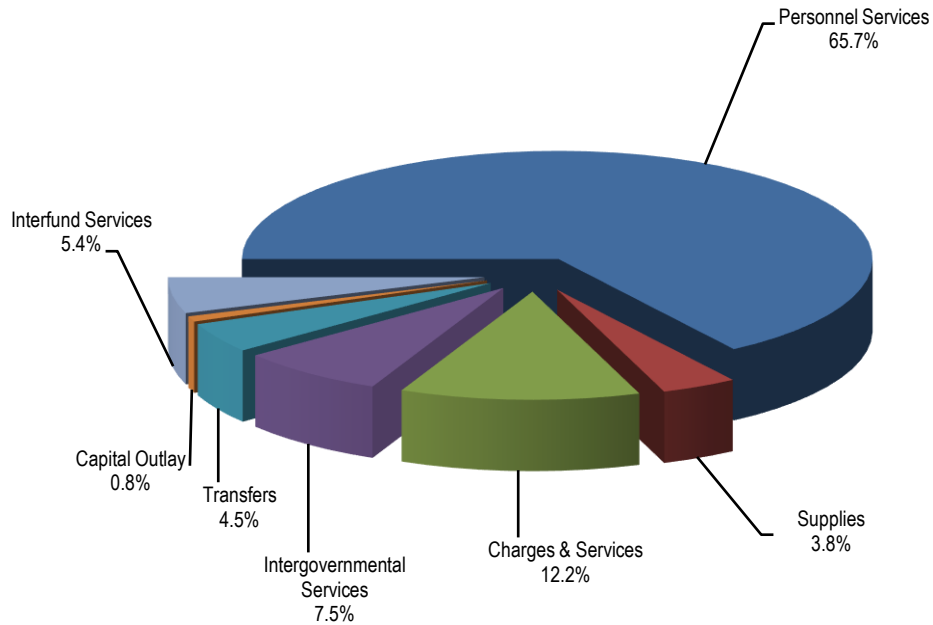
EXPENDITURES BY OBJECT	TOTAL BY OBJECT	PERCENTAGE
Personnel Services	\$ 71,591,583	33.3%
Supplies	45,021,778	21.0%
Charges & Services	22,941,305	10.7%
Intergovernmental Services	16,534,345	7.7%
Transfers	6,139,804	2.9%
Capital Outlay	17,601,493	8.2%
Debt Service	18,134,625	8.4%
Interfund Services	16,915,894	7.8%
Total Expenditures	214,880,827	100.0%
Other Expense / Reserves	3,459,530	
Total	<u>\$ 218,340,357</u>	

CITY OF RICHLAND 2016 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
General & Special Revenue Funds										
General	\$ 32,216,200	\$ 1,896,238	\$ 6,008,578	\$ 3,702,041	\$ 2,202,789	\$ 402,867	\$ -	\$ 2,639,835	\$ 878,014	\$ 49,946,562
City Streets	1,136,161	285,085	75,737	20,600	537,000	-	-	920,347	19,447	2,994,377
Park Reserve	-	-	20,000	-	262,075	-	-	-	41,425	323,500
Industrial Development	280,010	1,500	371,202	5,850	273,106	291,559	96,257	15,085	859,700	2,194,269
Criminal Justice	-	-	-	-	43,040	-	-	-	18,001	61,041
PFD Facility Contingency	-	-	-	-	-	-	-	-	69,509	69,509
Criminal Justice Sales Tax	980,114	34,022	56,359	62,876	66,000	-	-	136,748	43,011	1,379,130
Hotel/Motel Tax	-	-	675,377	125,000	170,623	-	-	-	-	971,000
Special Lodging Assmnt	-	-	500,500	-	-	-	-	-	-	500,500
Community Dev. Block Grant	54,915	200	197,566	-	114,300	-	-	-	-	366,981
Home	54,915	-	674,565	-	-	-	-	-	-	729,480
Debt Service Funds										
LTGO Bonds	-	-	-	-	-	-	1,812,438	-	-	1,812,438
Fire Station 74	-	-	-	-	-	-	241,487	-	-	241,487
Police Station	-	-	-	-	-	-	242,475	-	-	242,475
Richland Community Center	-	-	-	-	-	-	304,625	-	-	304,625
Library Remodel	-	-	-	-	-	-	1,287,700	-	-	1,287,700
RAISE Area	-	-	-	-	-	-	659,846	-	48,654	708,500
LID Guaranty	-	-	-	10	-	-	-	-	3,990	4,000
Special Assessment	-	-	-	-	850,000	-	2,282	-	38,059	890,341
Capital Projects Funds										
Streets Capital Projects	-	-	150,000	-	-	3,125,506	-	-	-	3,275,506
Capital Improvement	-	-	-	-	1,517,293	-	-	-	-	1,517,293
Parks Capital Projects	-	-	20,000	-	-	798,500	-	-	-	818,500
General Government Constr.	-	-	500,000	-	-	45,000	-	-	-	545,000
Special Assessment Constr.	-	-	-	-	-	-	850,000	-	-	850,000
Enterprise Funds										
Electric	8,515,787	39,187,200	8,615,878	7,658,200	30,000	7,274,542	6,435,836	3,192,283	-	80,909,726
Water	2,523,529	438,244	1,334,672	2,426,141	20,000	1,974,602	3,547,291	2,656,537	281,228	15,202,244
Wastewater	2,533,288	339,145	676,121	1,206,220	5,000	1,060,000	1,868,994	2,215,622	-	9,904,390
Solid Waste	2,870,933	273,164	789,197	998,167	20,000	72,600	133,988	3,285,382	-	8,443,431
Stormwater	226,916	44,977	92,602	187,945	-	216,667	173,641	915,069	121,640	1,979,457
Golf Course	-	-	1,420,757	11,000	-	-	277,793	-	-	1,709,550
Medical Services	2,746,559	103,500	104,533	117,295	-	6,000	-	456,716	442,094	3,976,697
Broadband Utility	-	-	28,200	13,000	28,578	100,000	183,594	5,000	-	358,372
Internal Service Funds										
Central Stores	-	25,750	-	-	-	-	-	-	-	25,750
Equipment Maintenance	896,635	2,358,825	143,608	-	-	-	-	135,101	-	3,534,169
Equipment Replacement	-	-	167,057	-	-	2,233,650	16,378	66,000	86,135	2,569,220
Public Works Adm & Eng.	3,156,618	33,028	122,696	-	-	-	-	35,181	777	3,348,300
Workers Compensation	890,000	-	132,500	-	-	-	-	106,107	507,846	1,636,453
Employee Benefits	10,096,518	-	44,650	-	-	-	-	109,751	-	10,250,919
Unemployment	160,000	-	-	-	-	-	-	-	-	160,000
Post Employment Benefit	1,317,428	-	4,750	-	-	-	-	-	-	1,322,178
Trust & Agency Funds										
Fire Pension	433,053	450	6,850	-	-	-	-	12,914	-	453,267
Police Pension	502,004	450	7,350	-	-	-	-	12,216	-	522,020
Total Estimated Expenditures By Major Object	\$ 71,591,583	\$ 45,021,778	\$ 22,941,305	\$ 16,534,345	\$ 6,139,804	\$ 17,601,493	\$ 18,134,625	\$ 16,915,894	\$ 3,459,530	\$ 218,340,357

City of Richland

2016 Estimated Expenditures - General Fund By Major Object



EXPENDITURES BY OBJECT	TOTAL BY OBJECT	PERCENTAGE
Personnel Services	\$ 32,216,200	65.7%
Supplies	1,896,238	3.9%
Charges & Services	6,008,578	12.2%
Intergovernmental Services	3,702,041	7.5%
Transfers	2,202,789	4.5%
Capital Outlay	402,867	0.8%
Interfund Services	2,639,835	5.4%
Total Expenditures	49,068,548	100.0%
Other Expense / Reserves	878,014	
Total	<u>\$ 49,946,562</u>	

City of Richland 2016 Budget
Summary of Estimated Expenditures - General Fund
By Major Object

Divisions	Personnel Services	Supplies	Charges & Services	Intergovernmental Services	Transfers	Capital Outlay	Interfund Services	Other Expense Reserves	Total
City Council:									
City Council	\$ 115,053	\$ 4,100	\$ 65,852	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,005
City Administration:									
City Manager	313,466	2,300	138,409	-	-	-	-	-	454,175
City Clerk	216,715	800	14,501	86,000	-	-	-	-	318,016
City Attorney	406,932	2,115	400,069	763,848	-	-	-	-	1,572,964
Assistant City Manager	240,488	4,000	24,040	-	-	-	-	-	268,528
Communications & Marketing	369,733	7,178	81,582	-	-	-	-	-	458,493
Cable Communications	178,311	6,550	22,728	-	-	-	6,750	-	214,339
Hanford Communities	167,817	1,950	50,850	-	-	-	-	-	220,617
Information Technology	2,296,144	745,197	637,471	-	-	28,867	8,403	-	3,716,082
Total Administration									7,223,214
Administrative Services:									
Administrative Services Admn.	311,130	1,450	26,921	-	-	-	-	-	339,501
Finance	2,167,293	40,050	650,692	-	-	-	5,295	-	2,863,330
Purchasing & Warehouse	794,278	5,934	30,713	-	-	-	39,511	-	870,436
Human Resources	743,448	14,060	130,348	-	-	-	-	-	887,856
Total Administrative Services									4,961,123
Community & Development Services:									
Community & Dev. Services Admn.	278,615	1,050	10,258	-	-	-	-	-	289,923
Development Services	1,287,419	4,650	142,490	69,628	-	-	49,927	-	1,554,114
Redevelopment	245,664	1,250	50,366	-	-	-	-	-	297,280
Parks & Recreation - Admin	214,289	100	19,788	-	-	-	-	-	234,177
Recreation	955,991	51,750	165,436	-	-	-	2,108	-	1,175,285
Parks & Facilities	2,459,285	383,131	1,627,705	108,250	-	-	577,139	-	5,155,510
Parks & Rec Project Admin	442,387	3,500	4,375	-	-	-	6,535	-	456,797
Library	1,592,683	336,217	160,788	2,300	-	-	-	-	2,091,988
Total Community & Development Services									11,255,074
Fire & Emergency Services:									
Fire & Emergency Svcs	6,474,327	68,540	465,532	85,269	-	74,000	385,118	-	7,552,786
Police Services:									
Police Services	9,944,732	208,916	259,876	2,061,826	-	-	607,470	-	13,082,820
Other Operations:									
Non-Departmental	-	1,450	827,788	524,920	2,202,789	300,000	951,579	878,014	5,686,540
Total Estimated	\$ 32,216,200	\$ 1,896,238	\$ 6,008,578	\$ 3,702,041	\$ 2,202,789	\$ 402,867	\$ 2,639,835	\$ 878,014	\$49,946,562

City of Richland Major Tax Sources

Tax Sources	Tax Base	Tax Rate	FY 2016 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	2.6264	15,260,939	
		Special	0.3205	1,855,612	
		Total	2.9469	17,116,551	
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 of Richland (COR)	0.85%	9,380,437	
		COR -Criminal Justice	0.10%	944,867	
		COR -2015-Criminal Justice	0.30%	1,379,130	
		Transit	0.60%		
		Total	8.60%	11,704,434	
Utility Tax	Gross operating revenue of public & privately owned public utilities Revenues distributed to General and Street Funds.	Water	12.26%	1,774,546	Paid to City by utility service provider, which includes City utilities.
		Wastewater	10.50%	983,519	
		Solidwaste	10.50%	872,456	
		Electric	8.50%	5,244,924	
		Stormwater	8.50%	158,592	
		Ambulance	1.00%	33,900	
		Telephone	8.50%	2,090,000	
		Natural Gas	8.50%	668,545	
		Brokered Natural Gas	8.50%	342,000	
		Cable	7.50%	696,000	
		Total		12,864,482	
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%	274,314	Paid by lessees and sent to Dept. of Revenue then distributed by State
Admission Tax	For profit organizations that charge admission fees.	5% of admission cost	5.00%	75,000	Paid directly to the City by for profit organizations
Gambling Tax	Gross revenue less the amount paid for prizes	Pull tabs/Punch boards	5.00%	250,000	Paid by sponsor
		Bingo	5.00%		
		Card Games	10.00%		
Real Estate Excise Tax (REET)	Sales of real property	City - REET 1	0.25%	655,000	Paid by sellers when affidavit is recorded
		City - REET 2	0.25%	655,000	
Hotel Motel Tax	Charges for furnishing lodging at hotels, motels, and similar establishments	City - First	2.00%	483,000	Paid to retailers who forward tax to Dept. of revenue. State distributes to local governments.
		City - Second	2.00%	483,000	

*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 2016 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. Annual property tax increases are capped at one percent per state law. 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 cumulative difference between the maximum amount a jurisdiction could have levied under the law and the amount it actually levies each year.

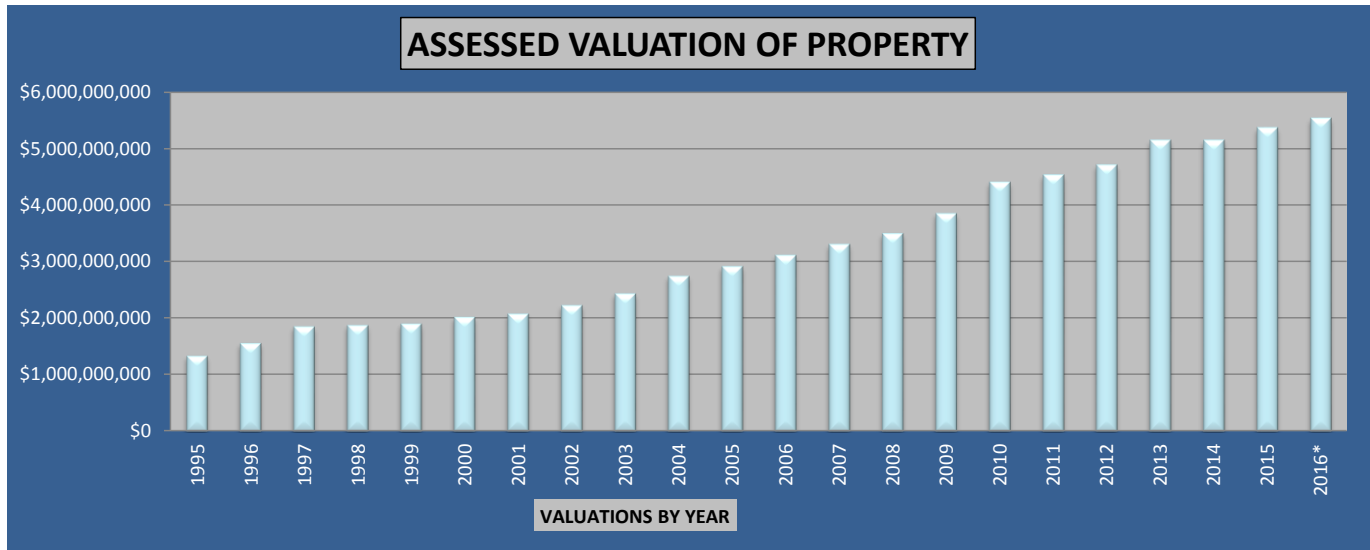
Council elected not to levy the allowable one percent increase in property tax for 2016. The ad valorem property tax levy was adopted at the 2015 level plus the amount resulting from new construction, annexation, administrative refunds and increases in the value of State assessed property.

Based on the total assessed valuation of \$5,810,586,971, in 2016 the City will have a General Fund, RAISE, and Fire Pension Levy of \$2.6264 per \$1.000 of assessed valuation. The regular levy for 2016 is \$15,260,939. The City conservatively expects to receive about 98 percent of the levy amount in the first year which would result in approximately \$14,955,720 in 2016 revenue for all funds. The budget is prepared using estimated levy amounts because actual amounts are not available until mid-January. For 2016 the actual levy amounts are higher than anticipated thus exceeding budgeted amounts. The following table presents the adopted budget for current year property tax for each of the funds.

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

General Levy by Fund	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance	
					2016 Budget VS 2015 Estimated	
					Amount	Percent
General Fund	13,289,770	13,787,789	13,787,789	13,922,725	134,936	1.0%
General Fund Prior Year	303,754	180,000	180,000	185,000	5,000	2.8%
Raise Area Debt Service Fund	125,424	144,000	144,000	290,000	146,000	101.4%
Fire Pension Fund	350,000	350,000	350,000	355,500	5,500	1.6%
Total	14,068,948	14,461,789	14,461,789	14,753,225	291,436	2.0%

The following graph provides historical valuations of city property from 1995 to 2016.



*2016 is estimated

The following table presents the history of property tax collections for the General Levy from 1995 through 2015.

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	13,289,770	350,000	125,424	13,765,194	5,369,208,018
2015*	13,729,280	350,000	172,053	14,251,333	5,534,363,683

*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 2016, the special levy property taxes are expected to total \$1,855,612.

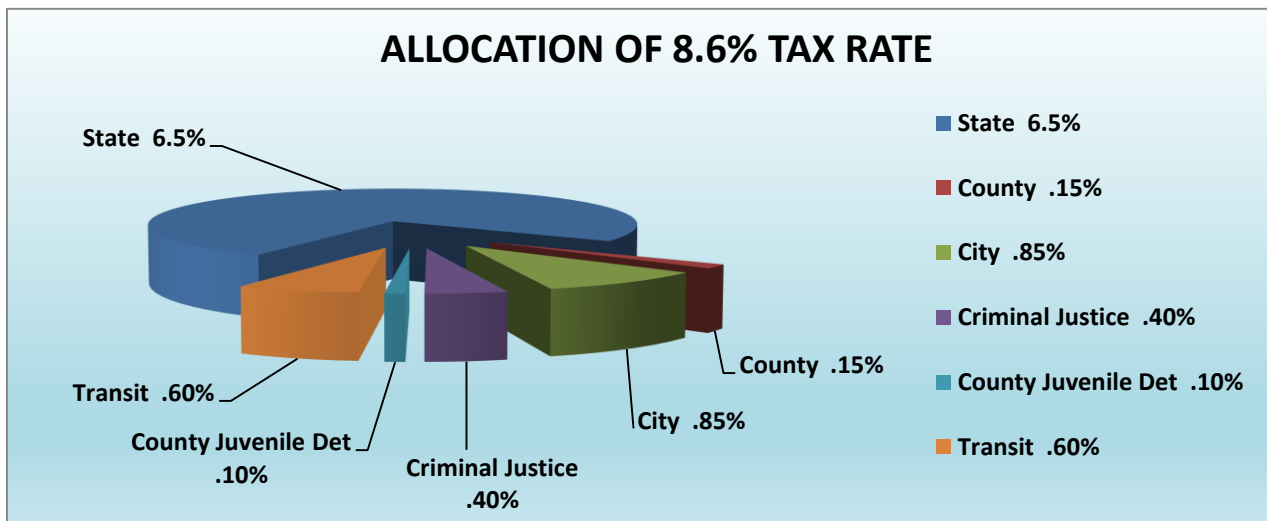
The following table shows historical comparison of the City’s regular and special property tax levy rates through 2016.

Property Tax Levy Rates

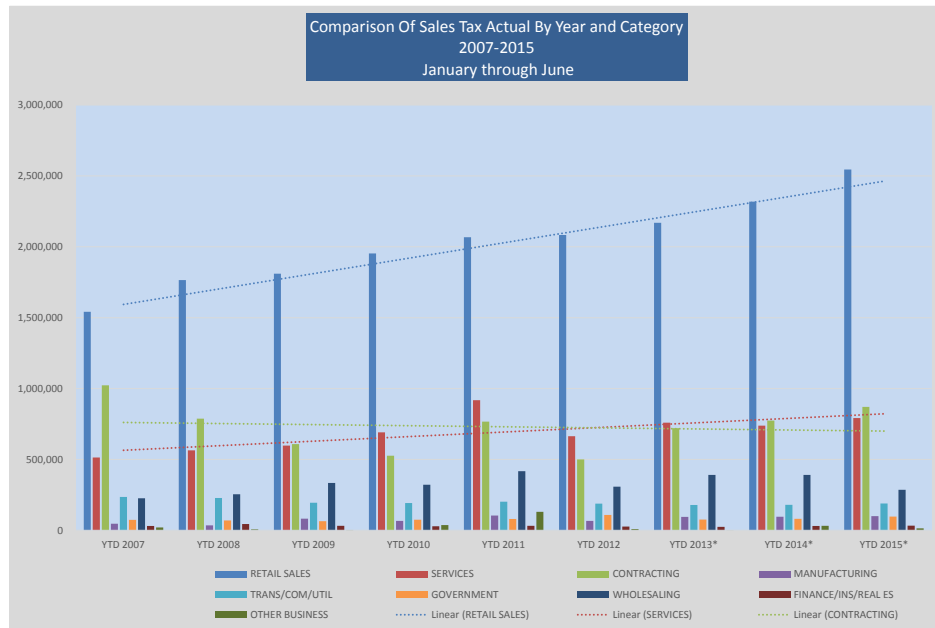
PROPERTY TAX	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
General Levy	\$ 2.6264	\$ 2.6154	\$ 2.6271	\$ 2.6115	\$ 2.6110	\$ 2.6770	\$ 2.7079	\$ 2.7141	\$ 2.9296	\$ 3.0829	\$ 3.0686	\$ 3.0677	\$ 3.1102
Special Levy:													
Police Station	0.0424	0.0488	0.0490	0.0526	0.0547	0.0578	0.0601	0.0585	0.0728	0.0793	0.0847	0.0822	0.1099
Richland Community Ctr.	0.0534	0.0614	0.0610	0.0636	0.0653	0.0704	0.0723	0.0718	0.0854	0.0936	0.0987	0.0879	0.1295
Richland Library	0.2247	0.2514	0.2469	0.2420	0.2344	0.2067	0.2599	0.2533	0.2322				0
Total Special Levy	0.3205	0.3616	0.3569	0.3582	0.3544	0.3349	0.3923	0.3836	0.3904	0.1729	0.1834	0.1701	0.2394
Total Levy	\$ 2.9469	\$ 2.9770	\$ 2.9840	\$ 2.9697	\$ 2.9654	\$ 3.0119	\$ 3.1399	\$ 3.1392	\$ 3.3675	\$ 3.3072	\$ 3.3071	\$ 3.2941	\$ 3.4113

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, with the exception of tax on the purchase or lease of new or used vehicles, which is 8.9%. In 2003 the State enacted an additional 3/10 of one percent sales tax in addition to the regular sales tax rate for vehicle sales and leases. 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.



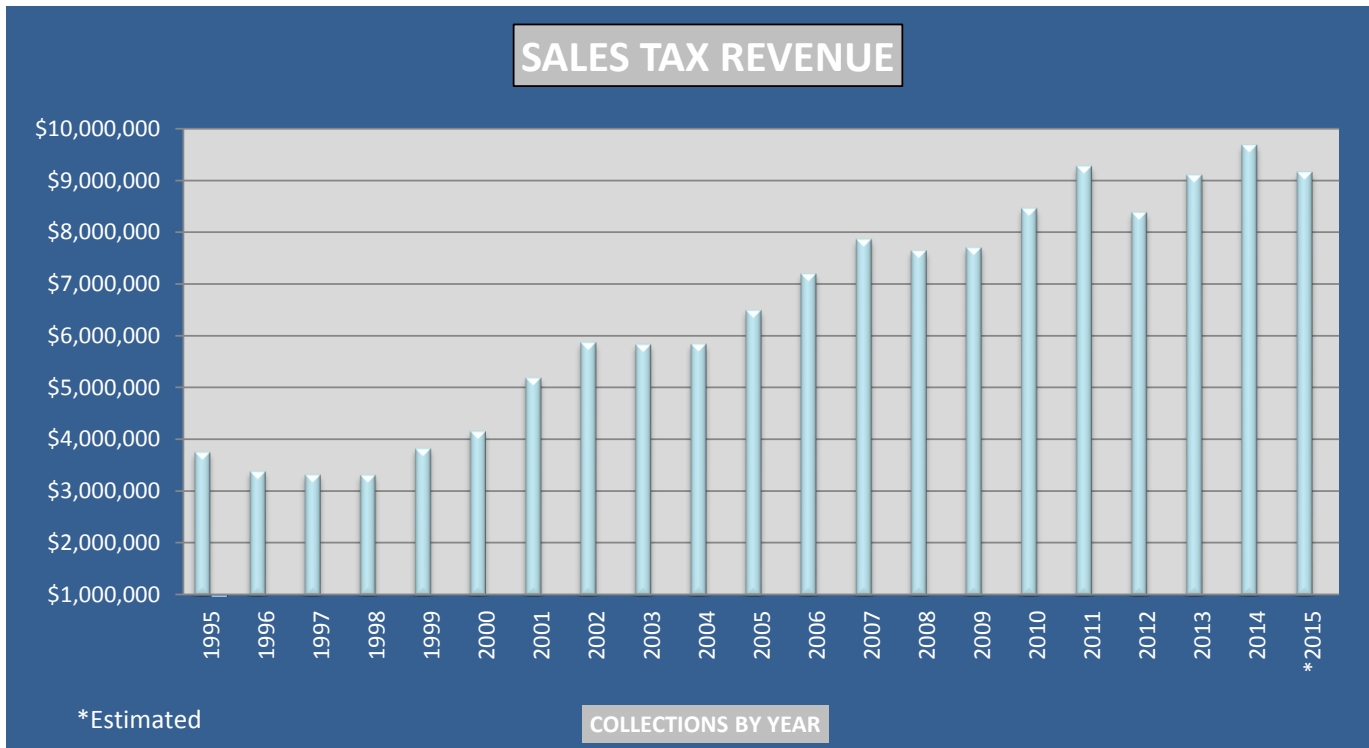
Sales tax collections have been robust for 2015 and are expected to outpace prior year collections by up to 8%. Although a portion of the growth can be attributed to sales tax related to new construction, the City is also realizing steady growth in the retail category, which currently represents about 50% of the total sales tax. The steady growth in recent years is due in large part to the influx of retail stores to Richland and the construction of new medical and business facilities. The following graph depicts the historical sales tax collections by category.



In 2009, the City was approved by the State for Local Revitalization Financing (LRF), 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. From 2012-2015 a portion of the City’s incremental sales tax revenue was receipted into the RAISE debt service fund. New construction in the area has significantly increased property tax and beginning in 2016 the RAISE area will not need City sales tax to fund the City match.

Sales & Use Tax	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance	
					2016 Budget VS 2015 Estimated	
					Amount	Percent
General Fund	9,502,463	9,107,220	9,107,220	9,380,437	273,217	3.0%
Raise Area Debt Service Fund	171,822	46,056	46,056	-	(46,056)	-100.0%
Total	9,674,285	9,153,276	9,153,276	9,380,437	227,161	2.5%

The following graph illustrates the history of sales tax revenue collected from 1994 to 2015.



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 2016 revenue estimate reflects a 3% increase over 2015 estimated collections.

Sales Tax Criminal Justice	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
General Fund	925,518	917,347	917,347	944,867	27,520	3.0%

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 ability to generate revenue. The table below presents the current utility tax rates for the City.

UTILITY	TAX RATE	YEAR OF LAST CHANGE
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.

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. Utility tax rates varied across the nine customer classes with the average customer paying 6.7%. During the 2013 audit, questions were raised about how the City's utility tax was being calculated on City utilities in relation to the Richland Municipal Code. Following a thorough review, the calculation process was modified to be consistent throughout all City utilities and rate classes, and to bring the City in compliance with Richland Municipal Code. Council approved the modification of the calculation process which resulted in a significant increase in utility tax revenue for current and future years. A Council electric rate increase will be implemented in 2016.

Telephone and cable television revenue projections are based on historical collections and current trending data. Natural gas revenues are driven by consumption which may vary based on weather and other factors. A significant increase in natural gas utility tax in 2014 was the result of the provider implementing an 18 percent rate increase. Telephone tax trended downward from 2011 through 2014, with modest gains projected for 2015. The decline is likely due to more cell phone users abandoning their land lines and lower rates driven by competition within the industry. 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	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Electric	4,001,382	4,123,618	4,123,618	4,948,740	825,122	20.0%
Water	1,627,068	1,622,163	1,622,163	1,705,086	82,923	5.1%
Sewer	906,397	893,255	893,255	938,558	45,303	5.1%
Solid Waste	821,189	807,968	807,968	832,571	24,603	3.0%
Storm Water	148,904	146,907	146,907	149,636	2,729	1.9%
Ambulance	33,807	-	-	33,900	33,900	0.0%
Gas	672,486	681,951	681,951	630,792	(51,159)	-7.5%
Brokered Natural Gas	418,498	375,370	375,370	322,687	(52,683)	-14.0%
Cable TV	637,810	625,400	625,400	651,456	26,056	4.2%
Telephone	1,972,458	1,970,698	1,970,698	1,971,976	1,278	0.1%
Total	11,239,999	11,247,330	11,247,330	12,185,402	938,072	8.3%

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 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. The City's admission tax is 5 percent which applies to all for profit admission fees within the City. The admission tax was all but eliminated in 2006 when the City's only theatre closed its doors. In December of 2015 a new twelve screen theatre opened in Vintner Square in South Richland, which is estimated to generate \$75,000 in admission tax for the City in 2016.

Other General Fund Taxes	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Leasehold	258,458	220,000	220,000	274,314	54,314	24.7%
Gambling	256,129	250,000	250,000	250,000	-	0.0%
Admission	3,499	800	800	75,000	74,200	9275.0%
Total	518,086	470,800	470,800	599,314	128,514	27.3%

LICENSES & PERMITS

The City collects a variety of license and permit fees that include, among others, business licenses, building permits, animal licenses, and franchise fees. Building permit fees are driven by construction activity which is subject to fluctuation from year to year and somewhat difficult to predict. In 2014 and 2015 building permit revenue exceeded projections by 10.3% and 9.9% respectively. 2016 revenue is expected to remain level with 2015.

The cable television franchise agreement provides revenue through a 5 percent franchise fee. The City has been in negotiations for several years with the current cable television provider and the existing contract has been extended multiple times. An expected buyout of the company fell through in 2015 and a new contract with a similar rate structure is expected to be finalized in early 2016. We anticipate receiving franchise revenue consistent with prior years. The recent growth in business license revenue is due in part to the increase in large construction projects that require the support of many subcontractors and the increase in retail establishments. The other permits category includes fireworks, plumbing and excavation permits.

Although we are cautiously optimistic that the current growth trend will continue, we recognize that we must be conservative in our approach to budgeting these revenues.

Licenses and Permits	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Building Permits	1,323,624	1,200,000	1,200,000	1,200,000	-	0.0%
Business Licenses	597,080	575,000	575,000	580,000	5,000	0.9%
Gun Permits	13,861	20,000	20,000	20,000	-	0.0%
Other Permits	56,139	65,275	65,275	65,275	-	0.0%
Animal License	47,320	47,000	47,000	47,000	-	0.0%
Franchise Fees	561,969	500,000	500,000	525,000	25,000	5.0%
Total	2,599,993	2,407,275	2,407,275	2,437,275	30,000	1.2%

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, 2015 is 53,080.

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. However in 2012 the State passed a bill that permanently diverts \$10M annually from the Liquor Excise Tax Fund to the State General Fund. Subsequent legislation in 2013 diverted additional liquor tax to the State general fund, further reducing the cities and counties share from 35 percent to 22.5 percent. In 2015 legislation was passed that returned the percentage distribution of liquor tax revenue to 35 percent for cities and counties. 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 PUD Privilege Tax is a tax levied on public utility districts that operate electric generating facilities for the privilege of engaging in the business of generating electricity within the state. Twenty three percent of the tax is distributed to cities based on population. 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.

Intergovernmental Revenues	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Liquor Excise	88,125	141,164	141,164	235,144	93,980	66.6%
Liquor Board Profits	454,486	456,829	456,829	457,019	190	0.0%
Other Grants	176,492	106,000	106,000	177,600	71,600	67.5%
PUD Privilege Tax	191,401	190,000	190,000	190,000	-	0.0%
Other Intergovernmental	140,747	96,986	96,986	98,404	1,418	1.5%
Total	1,051,251	990,979	990,979	1,158,167	167,188	16.9%

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. 2015 projections included library fines which had previously been accounted for in a separate Library fund. Although the library fines exceeded expectations other fine and forfeiture revenue continued to decline in 2015 and 2016 projections reflect a 9.2 percent decline.

Miscellaneous Fines and Forfeitures	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Total Fines and Forfeitures	772,219	915,850	935,850	849,350	(86,500)	-9.2%

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. Commercial construction projects fueled a significant increase in plan check fees in 2014, followed by a 34 percent decline in 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. Recent declining revenue is due in large to a health services contract with a local employer that was not renewed when the employer built their own facility. Revenue projections for 2016 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 actual 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.

Warehouse service revenue is expected to reflect a slight decrease in 2016 which is a direct result of a reduction in warehouse staffing. Administrative fees include direct charges to internal service, pension and agency funds for administrative support. Beginning in 2016 this category will include direct charges by parks facilities for maintenance services provided to proprietary funds. Total revenue from charges and services is expected to reflect a modest increase in 2016.

Charges and Services	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Zoning Subdivision/Plan Check	557,862	500,000	500,000	450,000	(50,000)	-10.0%
Recreation	267,181	318,500	318,500	313,500	(5,000)	-1.6%
General Governmental Services	1,172,339	1,315,276	1,315,276	1,353,325	38,049	2.9%
BCES	242,202	251,010	251,010	249,275	(1,735)	-0.7%
Central Services	3,142,463	3,651,965	3,651,965	3,950,912	298,947	8.2%
Warehouse	492,341	589,391	589,391	558,678	(30,713)	-5.2%
Public Safety Services	172,545	159,500	159,500	162,500	3,000	1.9%
Administrative Fees	248,130	233,385	233,385	312,673	79,288	33.97%
Other	85,492	103,560	103,560	101,600	(1,960)	-1.9%
Total	6,380,555	7,122,587	7,122,587	7,452,463	329,876	4.6%

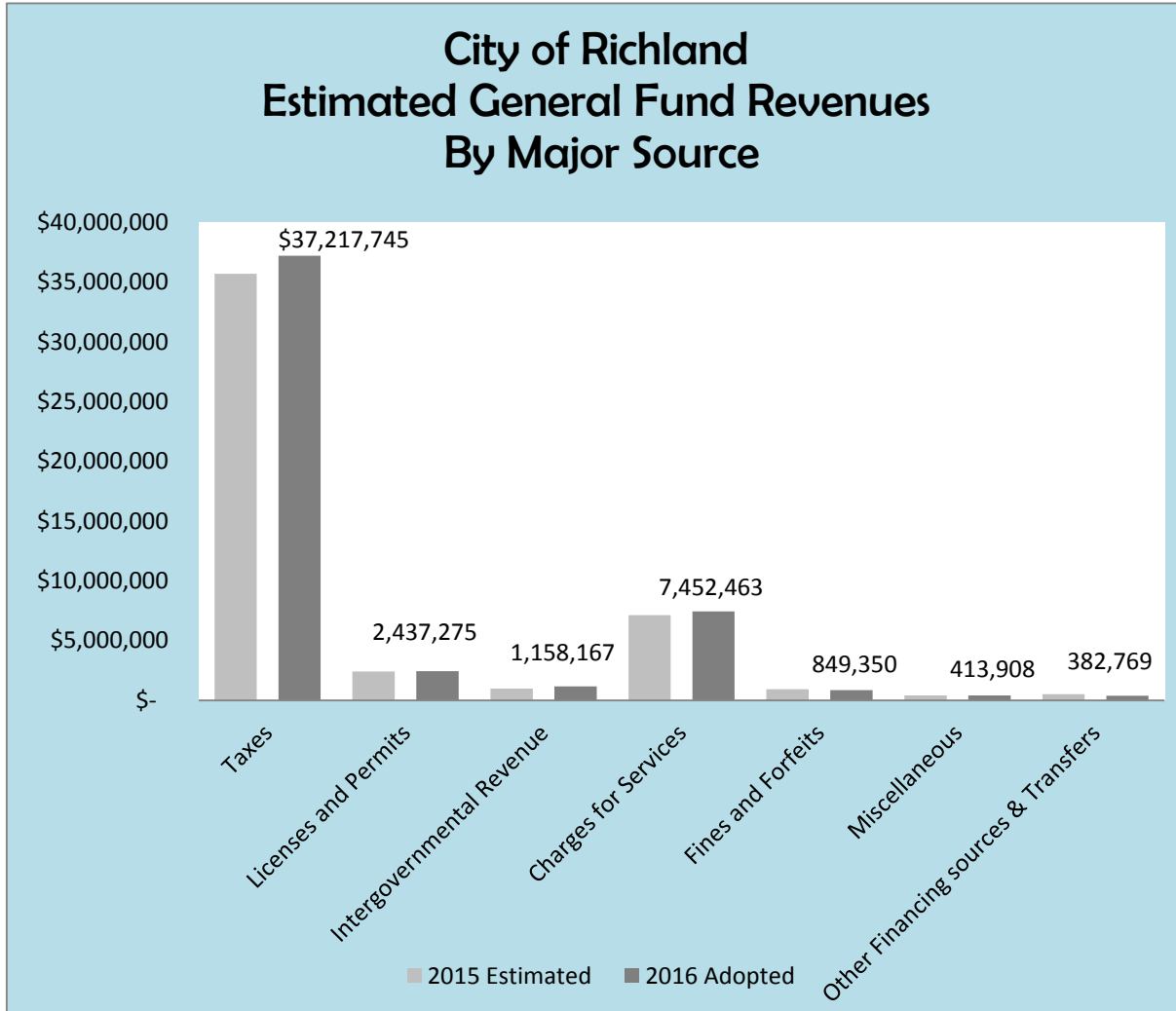
MISCELLANEOUS

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 for governmental bonds have been budgeted in a debt service fund along with offsetting transfers in from Park Reserve and Capital Improvement funds. This change enhances capital project budgeting and provides more transparency in revenue projections in the General Fund. Miscellaneous revenues in future years should reflect more stability.

Miscellaneous Revenues	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Investment Earnings	174,448	105,000	105,000	111,000	6,000	5.7%
Miscellaneous	413,503	239,558	313,244	302,908	(10,336)	-3.3%
Other Financing Sources	(524,086)	48,000	48,000	48,000	-	0.0%
Transfers In	1,823,925	465,573	465,573	334,769	(130,804)	-28.1%
Total	1,887,790	858,131	931,817	796,677	(135,140)	-14.5%

Summary of 2016 General Fund Revenues

The 2016 projection for General Fund revenue is \$49,911,677, which reflects a 3.8 percent increase over 2015 estimated budget. Major revenue sources for 2016 are: taxes (74.6%), charges for services (14.9%), fines and forfeitures (1.7%), miscellaneous revenue (0.8%), other sources & transfers (0.8%), intergovernmental revenue (2.3%), and licenses and permits (4.9%). The following graph depicts a comparison of 2015 estimated and 2016 adopted General Fund revenues by source.



MAJOR REVENUE SOURCES	2015 Estimated	2016 Adopted	% Change
Taxes	\$ 35,710,486	\$ 37,217,745	4.2%
Licenses and Permits	2,407,275	2,437,275	1.2%
Intergovernmental Revenue	990,979	1,158,167	16.9%
Charges for Services	7,122,587	7,452,463	4.6%
Fines and Forfeits	935,850	849,350	-9.2%
Miscellaneous	418,244	413,908	-1.0%
Other Financing sources & Transfers	513,573	382,769	-25.5%
Total Revenue General Fund	\$ 48,098,994	\$ 49,911,677	3.8%

Special Revenue Funds:

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

City Streets

The City Streets Fund accounts for the administrative support for activities associated with street maintenance and operations. State fuel tax, street utility charges and utility tax are the primary revenue sources for this fund. In 2015 the street construction projects previously budgeted in this fund were moved to 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 between 2014 and 2015 revenue is the result of this change.

City Streets Fund Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Utility Tax	648,548	650,735	650,735	679,080	28,345	4.4%
Fuel Tax	1,055,630	1,046,000	1,046,000	1,133,486	87,486	8.4%
Intergovernmental	1,736,469	-	-	-	-	0.0%
Charges for Services	760,112	558,000	558,000	557,000	(1,000)	-0.2%
Miscellaneous	61,978	41,500	41,500	40,970	(530)	-1.3%
Operating Transfers	4,636,556	43,325	43,325	-	(43,325)	-100.0%
Total	8,899,293	2,339,560	2,339,560	2,410,536	70,976	3.0%

Real Estate Excise Tax

The real estate excise tax is levied on all sales of real estate within the City limits. 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. 2014 revenue reflected a 33.4 percent increase and 2015 collections are on pace to exceed 2015 projections. It is difficult to project how long the current trend will continue, thus 2016 projections are conservatively budgeted with a slight increase over 2015 budget.

Capital Improvement Fund Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
REET 1	843,578	650,000	650,000	655,000	5,000	0.8%
REET 2	843,578	650,000	650,000	655,000	5,000	0.8%
Interest Earnings	7,448	4,000	4,000	4,000	-	0.0%
Total	1,694,604	1,304,000	1,304,000	1,314,000	10,000	0.8%

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. The recent increase in revenue is being driven by the addition of two new hotels and good occupancy rates. The 2014 revenue increased by 8 percent and 2015 collections are on pace to increase another 20 percent. Based on the current trend the 2016 revenue is expected to reflect a 23.7 percent increase over 2015 budget.

Hotel Motel Fund	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
1st 2% Hotel Motel Tax	412,135	387,600	387,600	483,000	95,400	24.6%
2nd 2% Hotel Motel Tax	412,135	387,600	387,600	483,000	95,400	24.6%
Interest Earnings	3,505	10,000	10,000	5,000	(5,000)	-50.0%
Total	827,775	785,200	785,200	971,000	185,800	23.7%

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 primarily due to a budgeted rate increase planned for January of 2016 and a modification in utility tax calculation procedure. The projected increase in net revenue for 2016 is \$4.8 million, or 8 percent.

Electric Utility Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Intergovernmental Revenue	196,734	195,900	195,900	192,948	(2,952)	-1.5%
Charges for Services	58,913,317	60,304,900	60,304,900	65,262,582	4,957,682	8.2%
Miscellaneous	815,179	584,050	584,050	504,887	(79,163)	-13.6%
Other	469,501	5,400	5,400	1,993	(3,407)	-63.1%
Total	60,394,731	61,090,250	61,090,250	65,962,410	4,872,160	8.0%

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. A Council approved rate increase became effective with the April 2015 bills, which was applied to the base monthly charge for all customer classes and meter sizes and was expected to generate \$422,625 in new revenue. The increase was necessary to fund ongoing operations and maintain working capital reserves in the fund. The 2015 revenue trend reflected increased consumption which is likely a direct result of drought conditions, irrigation water rationing and above average summer temperatures. The trend is expected to continue into 2016 and total revenue in the fund is expected to increase by 4.3 percent in 2015.

Water Utility Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance	
					2016 Budget VS 2015 Estimated	
					Amount	Percent
Charges for Services	13,560,270	13,550,283	13,550,283	14,197,744	647,461	4.8%
Miscellaneous	338,423	216,700	216,700	220,000	3,300	1.5%
Other	1,742,531	815,000	815,000	784,500	(30,500)	-3.7%
Total	15,641,224	14,581,983	14,581,983	15,202,244	620,261	4.3%

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 revenue in the Other category for 2015 adopted includes a \$6.5M line of credit to provide interim financing for a new Local Improvement District. The scope of the project changed and the budgeted line of credit was eliminated in the 2015 revised budget. Based on current revenue trending, 2016 revenues are expected to increase by 4.1 percent.

Wastewater Utility Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance	
					2016 Budget VS 2015 Estimated	
					Amount	Percent
Charges for Services	8,910,629	8,801,635	8,801,635	9,191,500	389,865	4.4%
Miscellaneous	106,961	113,090	113,090	111,850	(1,240)	-1.1%
Other	867,117	7,079,410	560,000	560,000	-	0.0%
Total	9,884,707	15,994,135	9,474,725	9,863,350	388,625	4.1%

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 City expanded their collection services to include yard waste and elective recycling. These programs have been successful and well received by the citizens. In 2014 the Miscellaneous category recognized a large decrease in fair market value of investments at year end, resulting in a negative revenue for the category. 2016 revenues are expected to reflect a small increase over 2015.

Solid Waste Utility Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Charges for Services	8,060,746	7,972,150	7,972,150	8,137,800	165,650	2.1%
Miscellaneous	(110,560)	91,400	91,400	93,300	1,900	2.1%
Total	7,950,186	8,063,550	8,063,550	8,231,100	167,550	2.1%

Stormwater Utility

The stormwater utility protects property, rivers and streams by monitoring groundwater runoff and maintaining stormwater lines, storm drains, manholes and catch basins. The utility's revenues are comprised of charges for services, intergovernmental grants and loans, investment interest and late fees. The utility's revenues are used for operating and capital expenses of the fund. The category for intergovernmental revenue reflects significant fluctuation from one year to the next as onetime grants and loans are received for special projects. Stormwater rate revenue for 2016 is expected to reflect a nominal increase.

Storm Water Utility Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Intergovernmental Revenue	498,053	-	886,324	116,667	(769,657)	-86.8%
Charges for Services	1,793,928	1,773,000	1,773,000	1,803,000	30,000	1.7%
Miscellaneous	(24,542)	58,755	58,755	59,790	1,035	1.8%
Other	350,732	-	363,340	-	(363,340)	0.0%
Total	2,618,171	1,831,755	3,081,419	1,979,457	(1,101,962)	-35.8%

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. In 2015 the fund received a one-time transfer in for purchase of capital equipment, which increased 2015 revenue and resulted in a negative variance between 2015 and 2016 revenue. Service revenue from the course is fairly stable with limited growth tied to annual fee increases.

Golf Course Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Charges for Services	1,087,990	1,132,933	1,132,933	1,170,124	37,191	3.3%
Miscellaneous	471,485	553,512	553,512	504,325	(49,187)	-8.9%
Total	1,559,475	1,686,445	1,686,445	1,674,449	(11,996)	-0.7%

Medical Services

The City Council implemented an ambulance utility in September of 2006, to provide an ongoing revenue source to support ambulance service for residents of the City. In 2015 a new fire station opened in South Richland, which was funded in part, by a council approved rate increase that was implemented 2014. Ambulance rates are structured to cover the capital and operating costs of the fund, and must be approved by Council. 2016 revenues are projected to closely mirror 2015 collections.

Medical Service Fund Revenue	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted	Variance 2016 Budget VS 2015 Estimated	
					Amount	Percent
Taxes	-	34,019	34,019	-	(34,019)	-100.0%
Intergovernmental Revenue	8,298	10,208	10,208	1,208	(9,000)	-88.2%
Charges for Services	3,213,206	3,337,751	3,337,751	3,361,445	23,694	0.7%
Miscellaneous	67,798	64,124	64,124	64,044	(80)	-0.1%
Other	550,000	515,981	515,981	550,000	34,019	6.6%
Total	3,839,302	3,962,083	3,962,083	3,976,697	14,614	0.4%

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	64,851	34,885
311100	REAL & PERS PROP TAXES-CURRENT	13,289,770	13,787,789	13,787,789	13,922,725
311110	REAL & PERS PROP TAXES-PRIOR YR	303,754	180,000	180,000	185,000
311200	DIVERT CITY ROAD TAX	2,983	-	-	-
313100	RETAIL SALES & USE TAXES	9,502,463	9,107,220	9,107,220	9,380,437
313110	RET SALES CRIMINAL JUSTICE	925,518	917,347	917,347	944,867
314510	ELECTRIC UTILITY TAX	4,001,382	4,123,618	4,123,618	4,948,740
314520	WATER UTILITY TAX	1,627,068	1,622,163	1,622,163	1,705,086
314540	SEWER UTILITY TAX	906,397	893,255	893,255	938,558
314550	SOLID WASTE UTILITY TAX	821,189	807,968	807,968	832,571
314580	STORM WATER UTILITY TAX	148,904	146,907	146,907	149,636
314590	AMBULANCE UTILITY TAX	33,807	-	-	33,900
316200	ADMISSIONS TAX	516	800	800	75,000
316430	GAS UTILITY TAX	672,486	681,951	681,951	630,792
316440	BROKERED NATURAL GAS TAX	418,498	375,370	375,370	322,687
316460	CABLE UTILITY TAX	637,810	625,400	625,400	651,456
316470	TELEPHONE UTILITY TAX	1,972,458	1,970,698	1,970,698	1,971,976
317200	LEASEHOLD EXCISE TAX	258,458	220,000	220,000	274,314
317500	GAMBLING EXCISE TAX	256,129	250,000	250,000	250,000
310	TAXES	35,779,590	35,710,486	35,710,486	37,217,745
321300	FIREWORKS PERMITS	275	275	275	275
321900	BUSINESS LICENSES & PERMITS	597,080	575,000	575,000	580,000
321910	FRANCHISE FEES	561,969	500,000	500,000	525,000
322100	BUILDING PERMITS	1,323,624	1,200,000	1,200,000	1,200,000
322102	BUILDING PERMITS/NREC	28,433	35,000	35,000	35,000
322103	PLUMBING & MECHANICAL PERMITS	27,431	30,000	30,000	30,000
322300	ANIMAL LICENSES	47,320	47,000	47,000	47,000
322902	GUN PERMITS	13,861	20,000	20,000	20,000
320	LICENSES & PERMITS	2,599,993	2,407,275	2,407,275	2,437,275
331832	FEMA-ASSISTANCE TO FIREFIGHTERS	-	-	-	64,000
332210	DEA EQUITABLE SHARING	20,257	-	-	7,600
334310	ECOLOGY-HANFORD COMMUNITIES	89,823	100,000	100,000	100,000
334317	ECOLOGY GRANT SHORELINE MASTER PLAN	14,216	-	-	-
334351	WA ST TRAFFIC SAFETY COMM	6,725	6,000	6,000	6,000
334690	WA ASSOC OF SHERIFFS	45,471	-	-	-
335910	PUD PRIVILEGE TAX	191,401	190,000	190,000	190,000
336651	DUI/OTHER CRIM JUST ASSISTANCE	9,125	9,000	9,000	9,000
336694	LIQUOR EXCISE TAX	88,125	141,164	141,164	235,144
336695	LIQUOR BOARD PROFITS	454,486	456,829	456,829	457,019
337010	BENTON COUNTY	8,377	8,762	8,762	8,987
337011	PORT OF BENTON	5,000	5,000	5,000	5,000
337012	CITY OF KENNEWICK	18,988	20,012	20,012	20,615
337013	CITY OF PASCO	16,302	17,454	17,454	17,969
337020	FRANKLIN COUNTY	3,270	3,302	3,302	3,377
338160	INVESTIGATIVE SVCS-HR CONTRACT	3,728	1,200	1,200	1,200
338220	FIRE CONTROL SERVICES	2,667	-	-	-
338307	BENTON COUNTY FD #1	9,071	3,400	3,400	3,400
338308	BENTON COUNTY FIRE 2	8,352	3,000	3,000	3,000
338309	BENTON COUNTY FD #4	11,795	3,423	3,423	3,423
338310	BENTON COUNTY FD #6	6,085	2,390	2,390	2,390
338312	KENNEWICK FD VHF	26,684	15,330	15,330	15,330
338319	BENTON COUNTY FIRE DISTRICT #3	6,269	2,500	2,500	2,500
338320	BENTON COUNTY FD # 5	5,034	2,213	2,213	2,213
330	INTERGOVERNMENTAL REVENUE	1,051,251	990,979	990,979	1,158,167

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
341230	CIVIL/PROBATE/DOM RELATIONS	460	500	500	500
341323	COURT RECORDS SVCS-CIVIL FEES	97	160	160	150
341330	COURT ADMIN FEES WARNT CSTS	66,233	72,000	72,000	70,000
341380	RECORDS SEARCH	1,456	1,600	1,600	1,500
341432	ACCOUNTING ADMIN FEE-UBID	1,314	1,500	1,500	1,350
341433	ACCOUNTING ADMIN FEE-PUB FAC D	5,400	1,000	1,000	-
341434	ACCOUNTING ADMIN FEE-WEBCHECK	5,046	4,000	4,000	4,000
341500	SALES OF MAPS & PUBLICATIONS	256	500	500	550
341620	COURT COPY FEES	13	50	50	50
341690	PRINTING/COPY/FAX SVC	20	-	-	-
341691	COPY SERVICES LIBRARY	-	12,000	12,000	13,000
342100	LAW ENFORCEMENT SERVICES	3,932	5,000	5,000	5,000
342103	POLICE SERVICES PATROL	43,605	27,000	27,000	27,000
342360	HOUSE/MONITOR PRISONERS	82,710	80,000	80,000	82,000
342370	BOOKING FEES	116	500	500	500
342500	DUI EMERG RESP	42,182	47,000	47,000	48,000
343950	ABATEMENT CHARGES	5,197	-	-	1,000
345810	ZONING & SUBDIVISION	24,956	25,000	25,000	25,000
345830	PLAN CHECKING	532,906	475,000	475,000	425,000
347220	MISC LIBRARY CHARGES	-	4,500	4,500	4,000
347270	NON RESIDENT FEES	-	5,750	5,750	5,500
347650	RECREATION:ENROLLED ATHLETICS	52,360	50,000	50,000	102,500
347651	RECREATION:ENROLLED HLTH/FTNSS	67,170	110,000	110,000	62,000
347652	RECREATION:ENROLLED COMM INT	71,604	75,000	75,000	72,500
347653	RECREATION:NON-ENR ACTIVITIES	13,151	18,000	18,000	15,000
347654	RECREATION:NON-ENR EVENTS	1,264	-	-	-
347656	RECREATION: SWIMMING POOL FEES	61,407	65,000	65,000	61,500
347905	RECREATION:REFUND ADMIN	225	500	500	-
349140	FINANCIAL SERVICES	343,748	-	-	-
349143	ADMIN SVCS-PENSION FNDS	27,366	22,792	22,792	25,129
349144	ADMIN SVCS-EMERG COMMUNICAT	182,906	204,626	204,626	202,771
349145	ADMIN SVCS-EMERG MGMNT	45,867	31,000	31,000	31,000
349146	ADMIN SVCS-800 MHZ	9,314	10,895	10,895	11,015
349148	ADMIN SVCS-MICROWAVE	4,115	4,489	4,489	4,489
349170	EMPLOYEE BENEFIT SVC	104,463	107,074	107,074	109,751
349171	WORKERS COMP SVC	101,491	103,519	103,519	106,107
349180	CENTRAL SERVICES	2,798,715	3,651,965	3,651,965	3,950,912
349181	B & G -OTHER SERVICES	14,810	-	-	17,614
349182	B & G-SERVICES FOR ELECTRIC	-	-	-	2,832
349183	B & G -SERVICES WATER/SEWER	-	-	-	51,240
349184	WAREHOUSE SERVICES	492,341	589,391	589,391	558,678
349190	OTHER GENERAL GOVMNT SVCS	1,172,339	1,315,276	1,315,276	1,353,325
340	CHARGES FOR SERVICES	6,380,555	7,122,587	7,122,587	7,452,463
352300	PROOF OF INSURANCE	6,690	7,000	7,000	6,800
353100	TRAFFIC INFRACTION PENALTIES	287,977	310,000	310,000	300,000
353700	NON-TRAFFIC INFRACTN PENALTIES	4,549	4,000	4,000	4,500
353702	CIVIL FINES-CODE ENFORCEMENT	6,442	5,000	5,000	8,500
354000	PARKING INFRACTION PENALTIES	5,276	5,000	5,000	5,200
355200	DRIVING WHILE INTOXICATED FINE	78,487	100,000	100,000	81,000
355800	OTHER CRIMINAL TRAFFIC FINE	164,946	174,000	174,000	174,000
356500	COURT ORDERED RESTITUTION	6,327	10,000	30,000	10,000
356900	OTHER CRIM-NON-TRAF-FINES	119,007	161,000	161,000	122,000
357300	COURT COST RECOUPMENTS	205	600	600	600
357310	JURY DEMAND FEE	487	500	500	500
357320	WITNESS FEES	-	150	150	150
357330	PUBLIC DEFENSE FEES	88,801	94,000	94,000	90,000
357350	COURT INTERPRETER	-	100	100	100
357360	LIBRARY COLLECTION AGENCY REFUND	-	-	-	500
359700	LIBRARY FINES	-	40,000	40,000	41,000
359910	ANIMAL IMPOUND FEES	1,865	2,500	2,500	2,500
359911	ANIMAL BOARDING FEES	1,160	2,000	2,000	2,000
350	FINES & FORFEITS	772,219	915,850	935,850	849,350

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
361100	INVESTMENT INTEREST	114,181	98,000	98,000	108,000
361620	NET CHANGE IN FMV INVESTMENT	56,901	-	-	-
361900	OTHER INTEREST EARNINGS	808	5,000	5,000	-
361910	INTEREST STATE SALES TAX	2,558	2,000	2,000	3,000
362300	LEASED PARKING	1,658	1,658	1,658	1,658
362400	SPACE & FACILITIES RENTALS S/T	8,587	-	-	-
362401	RECREATION: ST BUILDING RENTLS	79,343	65,000	65,000	80,000
362402	RECREATION: ST PARK RENTLS	50,880	40,000	40,000	71,000
362509	LIBRARY: BUILDING RENTAL L/T	-	-	1,800	2,400
362510	SPACE & FACILITIES RENTALS L/T	22,083	21,800	20,000	22,000
362810	RECREATION: CONCESSIONS	10,265	10,000	10,000	11,000
362813	CONCESSIONS-TOUR BOAT	3,472	3,300	3,300	3,500
367111	DONATIONS - POLICE EQUIPMENT	35	-	-	-
367112	DONATIONS - FIRE DEPARTMENT	35	-	2,600	-
367113	RECREATION: DONATIONS	12,481	7,500	35,375	7,500
367191	CAPITAL CONTRIBUTION PVT SRC	50,000	-	-	25,000
367315	DONATIONS - PUBLIC ART	2,200	-	-	1,000
369100	SALE OF SALVAGE	42,949	4,000	4,000	4,000
369200	UNCLAIMED PROPERTY/MONEY	379	-	-	-
369300	CONFISCATED & FORFEIT PROPERTY	1,611	1,500	44,711	1,500
369310	INVEST FUND CONFISCATION	648	8,000	8,000	7,000
369400	JUDGEMENTS & SETTLEMENTS	13,340	12,000	12,000	10,000
369810	CASH OVERAGES & SHORTAGES	9	-	-	-
369850	POLICE TRAINING REGISTRATION	7,675	10,000	10,000	5,000
369900	OTHER MISC REVENUE	15,353	4,000	4,000	12,000
369913	COLLECTION / NSF FEES	125	150	150	150
369915	GARNISHMENT FEE	200	150	150	200
369920	BAD DEBT RECOVERY	-	500	500	-
369950	REFUND OF EXPENDITURES	12,781	-	-	-
369951	REIMB EXPEND-FIRE RESTITUTION	23,350	-	-	-
369952	REIMBURSE EXPEND-JURY	110	-	-	-
369953	REIMBURSE EXPEND-METRO	23,334	15,000	15,000	15,000
369954	REIMBURSE EXP-OTHER AGENCIES	-	-	-	-
369957	REIMBURSE FROM WCIA	-	-	-	-
369959	REIMBURSE EXP-RSD SRO	23,000	23,000	23,000	23,000
369962	REIMB EXPEND-FIRE HAZMAT	7,600	12,000	12,000	-
360	MISCELLANEOUS REVENUE	587,951	344,558	418,244	413,908
388800	PRIOR PERIOD ADJUSTMENTS	(588,779)	-	-	-
389112	THIRD PARTY FEE DEFERRED COMP	61,988	48,000	48,000	48,000
380	NON-REVENUE RECEIPTS	(526,791)	48,000	48,000	48,000
395200	FIXED ASSET/INS RECOVERY	2,705	-	-	-
397111	OP TRANS IN-PARK RESERVE	89,375	-	-	18,000
397112	OP TRANS IN-IND DEVELOPMENT	747,725	169,679	169,679	173,106
397114	OP TRANS IN-CRIM JUSTICE	41,980	47,724	47,724	43,040
397115	OP TRANS IN-CAP IMPROVEMENT	668,063	-	-	-
397150	OP TRANS IN-HOTEL/MOTEL	98,036	98,170	98,170	100,623
397408	OP TRANS IN-BROADBAND FUND	28,746	-	-	-
397602	OP TRANS IN-LID GUARANTY	150,000	150,000	150,000	-
390	OTHER FINANCING SOURCES	1,826,630	465,573	465,573	334,769
TOTAL GENERAL FUND		48,471,398	48,005,308	48,163,845	49,946,562

City of Richland
Revenue Summary
Fund 101 - City Streets

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	614,973	614,973	583,841
314510	ELECTRIC UTILITY TAX	266,020	271,365	271,365	296,184
314520	WATER UTILITY TAX	66,281	66,082	66,082	69,460
314540	SEWER UTILITY TAX	43,420	42,791	42,791	44,961
314550	SOLID WASTE UTILITY TAX	39,338	38,705	38,705	39,885
314580	STORM WATER UTILITY TAX	8,912	8,792	8,792	8,956
316430	GAS UTILITY TAX	40,249	34,000	34,000	37,753
316440	BROKERED NATURAL GAS TAX	22,665	17,000	17,000	19,313
316460	CABLE UTILITY TAX	43,611	42,000	42,000	44,544
316470	TELEPHONE UTILITY TAX	118,052	130,000	130,000	118,024
310	TAXES	648,548	650,735	650,735	679,080
331111	FEDERAL APPROPRIATION	107,017	-	-	-
333122	FED GRANT-HANFORD REACH	588,162	-	-	-
333123	STP GRANT	555,871	-	-	-
333202	FED HWY ADMIN-PASS THRU WDOT	319,582	-	-	-
334366	TIB GRANT	102,304	-	-	-
336087	FUEL TAXCITY STREET	1,055,630	1,046,000	1,046,000	1,133,486
337011	PORT OF BENTON	63,533	-	-	-
330	INTERGOVERNMENTAL REVENUE	2,792,099	1,046,000	1,046,000	1,133,486
343890	STREET UTILITY CHARGE	316,139	324,000	324,000	323,000
344210	STREET & TRAFFIC SIGNS	12,800	20,000	20,000	20,000
344910	TRAFFIC MITIGATION FEES	-	-	-	-
344911	TRAFFIC IMPACT FEES	221,034	-	-	-
349420	MAINT SVCS-OTHER CTY DEPTS	153,942	120,000	120,000	120,000
349421	REIMB FR UTILITY-ASPHALT	56,197	94,000	94,000	94,000
340	CHARGES FOR SERVICES	760,112	558,000	558,000	557,000
356500	COURT ORDERED RESTITUTION	225	-	-	-
350	FINES & FORFEITS	225	-	-	-
361100	INVESTMENT INTEREST	11,298	5,000	5,000	5,000
361320	NET CHANGE IN FMV INVESTMENT	10,310	-	-	-
362202	TRACK USE RENTAL	32,787	33,500	33,500	33,220
369100	SALE OF SALVAGE	286	250	250	250
369900	OTHER MISC REVENUE	549	500	500	500
369910	LATE FEES	2,180	2,000	2,000	2,000
369920	BAD DEBT RECOVERY	-	250	250	-
360	MISCELLANEOUS REVENUE	57,410	41,500	41,500	40,970
395200	FIXED ASSET/INS RECOVERY	4,343	-	-	-
397001	OP TRANS IN-GENERAL FUND	1,311,371	43,325	43,325	-
397112	OP TRANS IN-IND DEVELOPMENT	2,839,230	-	-	-
397115	OP TRANS IN-CAP IMPROVEMENT	434,500	-	-	-
397153	OP TRANS IN-CDBG FUND	51,455	-	-	-
390	OTHER FINANCING SOURCES	4,640,899	43,325	43,325	-
TOTAL CITY STREETS FUND		8,899,293	2,954,533	2,954,533	2,994,377

City of Richland
Revenue Summary
Fund 111 - Park Reserve

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	93,660	-
345850	GMA IMPACT FEES	-	-	-	-
345854	GMA IMPACT FEES -DISTRICT 4	8,645	2,500	2,500	28,000
345855	GMA IMPACT FEES -DISTRICT 5	132,792	87,500	87,500	87,500
340	CHARGES FOR SERVICES	141,437	90,000	90,000	115,500
361100	INVESTMENT INTEREST	5,166	5,000	5,000	5,000
362510	SPACE & FACILITIES RENTALS L/T	168,790	165,000	165,000	165,000
362511	LEASED PROPERTY-MARINA	13,475	16,000	16,000	34,000
362514	LEASED PROPERTY-HRMC	4,830	4,000	4,000	4,000
360	MISCELLANEOUS REVENUE	192,261	190,000	190,000	208,000
395110	SALE OF LAND	207,262	-	-	-
390	OTHER FINANCING SOURCES	207,262	-	-	-
TOTAL PARK RESERVE FUND		540,960	280,000	373,660	323,500

City of Richland
Revenue Summary
Fund 112 - Industrial Development

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	7,326,124	-
334425	COMMERCE DEPT - WINE SCI CTR	3,513,666	-	-	-
330	INTERGOVERNMENTAL REVENUE	3,513,666	-	-	-
361100	INVESTMENT INTEREST	26,798	20,000	20,000	20,000
362201	FIBER OPTIC CABLE LEASE	19,243	-	-	-
362409	RENT INCENTIVE	102,455	140,000	140,000	124,000
362510	SPACE & FACILITIES RENTALS L/T	247,953	855,935	855,935	859,135
367121	CONTRIBUTION FROM PRIVATE SOURCE	-	-	-	-
369914	LAND SALE COMMISSION	377,025	10,000	10,000	115,738
369952	REIMBURSE EXPENDITURES JURY	-	-	-	-
360	MISCELLANEOUS REVENUE	773,474	1,025,935	1,025,935	1,118,873
391100	GO BOND PROCEEDS/GOVT FUNDS	-	-	-	-
392000	PREMIUM ON GO DEBT	-	-	-	-
395111	LANDSALE-CITY VIEW	498,012	-	-	-
395112	LANDSALEHORN RAPIDS	2,322,674	-	62,000	1,041,642
395114	LANDSALECOL POINT	-	-	-	-
397001	OP TRANS IN-GENERAL FUND	-	-	-	-
397115	OP TRANS IN-CAP IMPROVEMENT	33,754	33,754	33,754	33,754
397380	OP TRANS IN-PARK PROJECT FUND	-	-	-	-
397385	OP TRANS IN GEN GOVT CONSTR FUND	-	-	-	-
397380	OP TRANS IN PARK PROJECT FUND	-	-	-	-
390	OTHER FINANCING SOURCES	2,854,440	33,754	95,754	1,075,396
TOTAL INDUSTRIAL DEVELOPMENT FUND		7,141,580	1,059,689	8,447,813	2,194,269

City of Richland
Revenue Summary
Fund 114 - Criminal Justice

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
336621	CRIM JUST-POPULATION	13,380	13,543	13,543	13,800
336626	CRIM JUST-SPECIAL PROGRAMS	49,443	44,500	44,500	47,241
330	INTERGOVERNMENTAL REVENUE	62,823	58,043	58,043	61,041
TOTAL CRIMINAL JUSTICE FUND		62,823	58,043	58,043	61,041

City of Richland
Revenue Summary
Fund 116 - PFD Facility Contingency

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
337001	PFD CONTINGENCY PAYMENTS	46,018	69,509	69,509	69,509
330	INTERGOVERNMENTAL REVENUE	46,018	69,509	69,509	69,509
361100	INVESTMENT INTEREST	243	-	-	-
360	MISCELLANEOUS REVENUE	243	-	-	-
397001	OP TRANS IN -GENERAL FUND	23,491	-	-	-
390	OTHER FINANCING SOURCES	23,491	-	-	-
TOTAL PFD FACILITY CONTINGENCY FUND		69,752	69,509	69,509	69,509

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
313111	CRIMINAL JUSTICE SALES TAX .03%	-	989,777	989,777	1,379,130
310	TAXES	-	989,777	989,777	1,379,130
TOTAL CRIMINAL JUSTICE SALES TAX FUND		-	989,777	989,777	1,379,130

City of Richland
 Revenue Summary
 Fund 150 - Hotel Motel

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	90,040	-
313300	HOTEL/MOTEL TAX	412,135	387,600	387,600	483,000
313310	2ND HOTEL/MOTEL TAX	412,135	387,600	387,600	483,000
310	TAXES	824,270	775,200	775,200	966,000
361100	INVESTMENT INTEREST	3,505	10,000	10,000	5,000
360	MISCELLANEOUS REVENUE	3,505	10,000	10,000	5,000
TOTAL HOTEL MOTEL FUND		827,775	785,200	875,240	971,000

City of Richland
 Revenue Summary
 Fund 151 - Special Lodging Assessment

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
318100	TOURISM PROMOTION AREA ASSMT	414,340	405,000	405,000	500,000
310	TAXES	414,340	405,000	405,000	500,000
361100	INVESTMENT INTEREST	425	450	450	500
360	MISCELLANEOUS REVENUE	425	450	450	500
TOTAL SPECIAL LODGING ASSESSMNT FUND		414,765	405,450	405,450	500,500

City of Richland
Revenue Summary
Fund 153 - Housing Development

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	79,822	45,038
331370	CDBG-CURRENT YR	56,230	221,943	238,412	221,943
331371	CDBG-PRIOR YR	149,548	-	270,351	-
337010	BENTON COUNTY	-	-	-	-
330	INTERGOVERNMENTAL REVENUE	205,778	221,943	508,763	221,943
345910	CDBG PROGRAM INCOME	97,708	-	80,000	100,000
	CONTRA CDBG LOAN REPAYMENTS	(83,352)	-	-	-
340	CHARGES FOR SERVICES	14,356	-	80,000	100,000
361100	INVESTMENT INTEREST	-	-	-	-
360	MISCELLANEOUS REVENUE	-	-	-	-
397001	OP TRANS IN GENERAL FUND	-	-	-	-
390	OTHER FINANCING SOURCES	-	-	-	-
TOTAL HOUSING DEVELOPMENT FUND		220,134	221,943	668,585	366,981

City of Richland
Revenue Summary
Fund 154 - Home

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
331372	HOME GRANT-CURRENT YR	40,111	465,461	429,480	429,480
331373	HOME GRANT-PREVIOUS YR	431,530	-	1,064,979	-
338590	CONSORTIUM PARTNERSHIP CONTRIBUTION	842	-	-	-
330	INTERGOVERNMENTAL REVENUE	472,483	465,461	1,494,459	429,480
345911	HOME PGM INCOME-PASCO	227,557	-	100,000	100,000
345912	HOME PGM INCOME-KENN	161,413	-	100,000	100,000
345913	HOME PGM INCOME-RICH	46,929	-	100,000	100,000
345914	CONTRA RICHLAND HOME LOANS	(45,559)	-	-	-
340	CHARGES FOR SERVICES	390,340	-	300,000	300,000
361100	INVESTMENT INTEREST	(1,051)	-	-	-
360	MISCELLANEOUS REVENUE	(1,051)	-	-	-
387520	RES EQ TRF FROM EMP BENEFIT	-	-	-	-
380	NON-REVENUE RECEIPTS	-	-	-	-
TOTAL HOME FUND		861,772	465,461	1,794,459	729,480

City of Richland
Revenue Summary
Fund 216 - LTGO Improvement Refunding

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	635,002	635,002	647,782
361100	INVESTMENT INTEREST	31,312	29,063	29,063	6,388
361320	NET CHANGE IN FMV INVEST	(8,583)	-	-	-
361900	OTHER INTEREST EARNINGS	-	-	-	-
360	MISCELLANEOUS REVENUE	22,729	29,063	29,063	6,388
397001	OP TRANS IN-GENERAL FUND	690,456	392,227	392,227	396,152
397111	OP TRANS IN-PARK RESERVE	-	57,975	57,975	61,575
397315	OP TRANS IN-CAPITAL IMPROVEMENT	-	672,463	672,463	671,963
397408	OP TRANS IN-BROADBAND FUND	-	28,438	28,438	28,578
390	OTHER FINANCING SOURCES	690,456	1,151,103	1,151,103	1,158,268
TOTAL LTGO IMPROVEMENT REFUNDING		713,185	1,815,168	1,815,168	1,812,438

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
361100	INVESTMENT INTEREST	994	250	250	-
361900	OTHER INTEREST EARNINGS	-	-	-	-
360	MISCELLANEOUS REVENUE	994	250	250	-
397001	OP TRANS IN-GENERAL FUND	40,477	238,457	238,457	241,487
390	OTHER FINANCING SOURCES	40,477	238,457	238,457	241,487
TOTAL FIRE STATION #74 BOND FUND		<u>41,471</u>	<u>238,707</u>	<u>238,707</u>	<u>241,487</u>

City of Richland
Revenue Summary
Fund 218 - Police Station Bonds

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
311100	REAL & PERS PROP TAXES-CURRENT	256,607	269,188	269,188	240,575
311110	REAL & PERS PROP TAXES-PRIOR Y	4,464	3,000	3,000	1,500
310	TAXES	261,071	272,188	272,188	242,075
361100	INVESTMENT INTEREST	1,110	400	400	400
360	MISCELLANEOUS REVENUE	1,110	400	400	400
TOTAL POLICE STATION BOND FUND		<u>262,181</u>	<u>272,588</u>	<u>272,588</u>	<u>242,475</u>

City of Richland
 Revenue Summary
 Fund 220 - Community Center Bonds

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
311100	REAL & PERS PROP TAXES-CURRENT	318,889	338,463	338,463	303,225
311110	REAL & PERS PROP TAXES-PRIOR Y	5,389	3,500	3,500	1,000
310	TAXES	324,278	341,963	341,963	304,225
361100	INVESTMENT INTEREST	1,345	500	500	400
360	MISCELLANEOUS REVENUE	1,345	500	500	400
TOTAL COMMUNITY CENTER BOND FUND		325,623	342,463	342,463	304,625

City of Richland
Revenue Summary
Fund 222 - Library Debt Service

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
311100	REAL & PERS PROP TAXES-CURRENT	1,293,175	1,390,900	1,390,900	1,274,700
311110	REAL & PERS PROP TAXES-PRIOR Y	19,449	10,500	10,500	10,500
310	TAXES	1,312,624	1,401,400	1,401,400	1,285,200
361100	INVESTMENT INTEREST	4,837	2,500	2,500	2,500
360	MISCELLANEOUS REVENUE	4,837	2,500	2,500	2,500
TOTAL LIBRARY DEBT SERVICE FUND		1,317,461	1,403,900	1,403,900	1,287,700

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	92,702	92,702	-
311120	PROPERTY TAX-LRF RICHLAND	125,424	144,000	144,000	290,000
311121	PROPERTY TAX-LRF PARTICIPATING	37,565	43,200	43,200	87,000
313120	RETAIL SALES TAX LRF RICHLAND	171,822	46,056	46,056	-
313121	RETAIL SALES TAX LRF STATE CONTRIB	391,276	330,000	330,000	330,000
310	TAXES	726,087	563,256	563,256	707,000
361100	INVESTMENT INTEREST	2,362	1,000	1,000	1,500
360	MISCELLANEOUS REVENUE	2,362	1,000	1,000	1,500
TOTAL RAISE AREA DEBT SERVICE FUND		728,449	656,958	656,958	708,500

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	146,510	146,510	-
361100	INVESTMENT INTEREST	5,871	3,500	3,500	4,000
360	MISCELLANEOUS REVENUE	5,871	3,500	3,500	4,000
395110	SALE OF LAND	679,341	-	-	-
390	OTHER FINANCING SOURCES	679,341	-	-	-
TOTAL LID GUARANTY DEBT SERVICE FUND		<u>685,212</u>	<u>150,010</u>	<u>150,010</u>	<u>4,000</u>

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
361510	INTEREST & PENALTIES ON LID	14,734	13,307	13,307	11,375
368805	LID ASSESSMENT PRINCIPAL	68,991	32,861	32,861	878,966
369900	OTHER MISCELLANEOUS REVENUE	2,047	-	-	-
360	MISCELLANEOUS REVENUE	85,772	46,168	46,168	890,341
TOTAL SPECIAL ASSMNT DEBT SERVICE FUND		85,772	46,168	46,168	890,341

City of Richland
Revenue Summary
Fund 301 - Streets Capital Projects

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	(91,968)	140,000
333123	STP GRANT	-	638,520	4,943,873	300,000
333202	FED HWY ADMIN-PASSTHRU WDOT	-	-	131,400	-
334366	TIB GRANT	-	2,576,920	4,701,089	116,930
337011	PORT OF BENTON	-	-	7,350	-
330	INTERGOVERNMENTAL REVENUES	-	3,215,440	9,783,712	416,930
344911	TRAFFIC IMPACT FEES	-	160,000	160,000	160,000
340	CHARGES FOR SERVICES	-	160,000	160,000	160,000
367121	CONTRIBUTION PRIVATE SOURCE	-	-	136,000	40,000
360	MISCELLANEOUS REVENUES	-	-	136,000	40,000
391712	SHORT TERM LOAN PROCEEDS	-	-	-	1,000,000
391801	WSDOT RAIL LOAN PROCEEDS	-	-	400,000	-
395110	SALE OF LAND	-	-	11,433	-
397001	OP TRANS IN- GENERAL FUND	-	827,943	827,943	393,700
397101	OP TRANS IN- STREETS FUND	-	532,397	532,397	537,000
397112	OP TRANS IN -IND DEVELOPMENT	-	-	1,403,588	-
397315	OP TRANS IN- CAPITAL IMPROVEMENT	-	687,560	727,560	523,576
397153	OP TRANS IN- CDBG	-	-	289,760	64,300
390	OTHER FINANCING SOURCES	-	2,047,900	4,192,681	2,518,576
TOTAL STREETS CAPITAL PROJECTS FUND		-	5,423,340	14,180,425	3,275,506

City of Richland
Revenue Summary
Fund 315 - Capital Improvement

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	206,462	246,462	203,293
317340	REET 1 1ST QTR PERCENT	-	650,000	650,000	655,000
317350	REET 2 2ND QTR PERCENT	-	650,000	650,000	655,000
310	TAXES	-	1,300,000	1,300,000	1,310,000
361100	INVESTMENT INTEREST	-	4,000	4,000	4,000
360	MISCELLANEOUS REVENUE	-	4,000	4,000	4,000
TOTAL CAPITAL IMPROVEMENT FUND		-	1,510,462	1,550,462	1,517,293

City of Richland
Revenue Summary
Fund 380 - Park Project Construction

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	1,249,450	-
334276	RCO GRANT	-	978,380	978,380	140,000
330	INTERGOVERNMENTAL REVENUE	-	978,380	978,380	140,000
367126	DONATIONS - PARKS PROJECTS	40,160	353,380	363,380	65,000
367311	DONATIONS - MEMORIAL BENCHES	12,740	-	-	-
360	MISCELLANEOUS REVENUES	52,900	353,380	363,380	65,000
397001	OP TRANS IN -GENERAL FUND	-	-	-	48,000
397101	OP TRANS IN- STREET	-	-	-	-
397111	OP TRANS IN- PARK RESERVE	331,000	149,000	241,000	182,500
397112	OP TRANS IN- INDUSTRIAL DEV	61,912	-	-	-
397117	OP TRANS IN- CRIM J SALES TAX	-	-	-	20,000
397150	OP TRANS IN- HOTEL/MOTEL	285,666	-	359,183	70,000
397153	OP TRANS IN - CDBG	73,000	-	60,000	50,000
397315	OP TRANS IN- CAPITAL IMPROVEMENT	61,000	116,685	116,685	243,000
390	OTHER FINANCING SOURCES	812,578	265,685	776,868	613,500
TOTAL PARK PROJECT CONST.FUND		865,478	1,597,445	3,368,078	818,500

City of Richland
Revenue Summary
Fund 385 -General Government Construction

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	1,204,576	-
395115	LANDSALE - CENTRAL RICHLAND	-	-	-	-
397001	OP TRANS IN -GENERAL FUND	-	-	-	500,000
397112	OP TRANS IN- INDUSTRIAL DEV	236,524	-	-	-
397315	OP TRANS IN- CAPITAL IMPROVEMENT	-	-	-	45,000
390	OTHER FINANCING SOURCES	236,524	-	-	545,000
TOTAL GENERAL GOVT CONST. FUND		236,524	-	1,204,576	545,000

City of Richland
 Revenue Summary
 Fund 399 -Reata Road LID 197

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
391900	PROCEEDS OF OTHER LT DEBT	-	-	850,000	
397001	OP TRANS IN -GENERAL FUND	-	-	-	-
397112	OP TRANS IN- INDUSTRIAL DEV	-	-	-	-
397701	OP TRANS IN- LID FUND	-	-	-	850,000
390	OTHER FINANCING SOURCES	-	-	850,000	850,000
	TOTAL REATA ROAD LID 197 FUND	-	-	850,000	850,000

City of Richland
Revenue Summary
Fund 401 - Electric

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	8,035,289	8,242,595	14,947,316
300	WORKING CAPITAL	-	8,035,289	8,242,595	14,947,316
332212	BUILD AMERICA BOND SUBSIDY PAYMENT	196,734	195,900	195,900	192,948
330	INTERGOVERNMENTAL REVENUE	196,734	195,900	195,900	192,948
343300	ELECTRIC UTILITY TAX	3,928,258	4,090,700	4,090,700	5,286,288
343301	ENERGYRESIDENTIAL	24,898,081	25,463,200	25,463,200	26,428,158
343306	SMALL GENERAL SVC	4,352,258	4,733,700	4,733,700	5,187,120
343307	MEDIUM GENERAL SVC	7,386,400	7,307,400	7,307,400	7,732,181
343308	LARGE GENERAL SVC	6,675,610	7,252,400	7,252,400	7,049,752
343310	ENERGY CABLE TV AMP	43,067	43,000	43,000	43,067
343320	ENERGY IRRIGATION>60	915,379	989,200	989,200	1,239,280
343325	ENERGY IRRIGATION<60	118,009	130,600	130,600	141,117
343326	ENERGY SMALL INDUSTRIAL	1,497,534	1,992,700	1,992,700	3,318,821
343327	ENERGY LARGE INDUSTRIAL	4,822,817	4,699,000	4,699,000	5,249,005
343330	ENERGYSTREET LIGHTS	330,527	342,800	342,800	352,188
343335	ENERGYTRAFFIC LIGHTS	30,261	33,000	33,000	35,602
343340	MISC SERVICE REVENUE	59,762	63,100	63,100	5,000
343345	NEW ACCOUNTS	82,035	84,000	84,000	85,735
343355	DISCONNECT/RECONNECT FEE	129,925	125,200	125,200	135,785
343360	OPERATIONS DISC/REC FEE	4,220	3,800	3,800	4,410
343365	RENTAL LIGHTS CONTRACT	119,001	133,000	133,000	129,043
343370	POLE CONTRACTS TELECABLE	91,066	95,100	95,100	91,066
343380	BPA-CONSERVATION PROGRAM EEI	774,894	706,300	706,300	774,894
343381	DELINQUENT ACCT FEES	196,682	200,300	200,300	205,553
343382	BPA- CONSERVATION ADMN FEES	133,449	141,200	141,200	133,449
343386	REIMB LOAN SERVICE FEES	21,939	34,700	34,700	21,939
343387	MISC NONOPERATING REVENUE	19,426	100,000	100,000	19,426
343388	FACILITIES FEES	1,357,054	700,000	700,000	700,000
343389	REWIRES/UG CONV/DEENERGIZE	61,960	10,100	10,100	30,000
343391	PERMANENT SERVICE FEES	163,731	152,700	152,700	163,731
349330	METER READING REVENUE	218,512	212,600	212,600	218,512
349340	WORK FOR CITY DEPTS	481,460	465,100	465,100	481,460
340	CHARGES FOR SERVICES	58,913,317	60,304,900	60,304,900	65,262,582
361100	INVESTMENT INTEREST	126,807	100,000	100,000	71,872
361320	NET CHANGE IN FMV INVEST	258,094	-	-	-
361410	INTEREST ON CONSERV LOANS	78,984	100,000	100,000	80,000
361411	INTEREST CONSERV INVSTMNT	288	550	550	300
361900	OTHER INTEREST EARNINGS	1,952	3,700	3,700	2,163
362500	CITY SHOPS RENTAL	315,846	315,800	315,800	315,846
369100	SALE OF SALVAGE	33,208	64,000	64,000	34,706
369401	BPA REP SETTLEMENT	-	-	-	-
360	MISCELLANEOUS REVENUE	815,179	584,050	584,050	504,887

City of Richland
Revenue Summary
Fund 401 - Electric

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
379401	DONATED ASSETS - PRIVATE SOURCE	467,594	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	467,594	-	-	-
395112	LANDSALE-HORN RAPIDS	1,907	5,400	5,400	1,993
390	OTHER FINANCING SOURCES	1,907	5,400	5,400	1,993
TOTAL ELECTRIC UTILITY FUND		<u>60,394,731</u>	<u>69,125,539</u>	<u>69,332,845</u>	<u>80,909,726</u>

City of Richland
Revenue Summary
Fund 402 - Water

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	1,700,114	-
309000	WORKING CAPITAL	-	355,026	876,190	-
300	WORKING CAPITAL	-	355,026	2,576,304	-
343401	ANTICIPATED RATE INCREASE	-	422,625	422,625	-
343405	WATER SALES - PUBLIC FIRE PROTECTION	214,000	214,000	214,000	214,000
343410	WATER SALES RESIDENTIAL	8,159,370	7,989,100	7,989,100	8,660,000
343411	WATER SALES COMMERCIAL	3,738,782	3,620,000	3,620,000	3,880,000
343413	WATER SALES - MULTI FAMILY	554,444	545,000	545,000	596,000
343414	COL POINT IRR OPER REV	-	-	-	-
343415	BMID INTERTIE	22,195	23,000	23,000	23,000
343416	HORN RAPIDS IRRIGATION DISTRICT	105,725	105,725	105,725	139,111
343417	OTHER IRRIG DISTRICTS	330,740	295,000	295,000	349,800
343418	WATER - WHOLESALE - WEST RICH	374,386	280,000	280,000	280,000
343419	WATER - SCHOOL DISTRICT IRRIG	19,333	19,333	19,333	19,333
343420	TEMP WTR SVC CHARGE	25,452	23,000	23,000	23,000
343422	WTR PURCHASED BY IRRG DIST	3,468	-	-	3,500
343810	DISCONNECT/RECONNECT FEE	12,375	13,500	13,500	10,000
340	CHARGES FOR SERVICES	13,560,270	13,550,283	13,550,283	14,197,744
361100	INTEREST FROM FISCAL AGENT	62,328	60,000	60,000	60,000
361320	NET CHANGE IN FMV INVEST	86,629	-	-	-
361900	OTHER INTEREST EARNINGS	2,284	2,200	2,200	2,000
369100	SALE OF SALVAGE	2,459	1,000	1,000	1,000
369400	JUDGEMENTS AND SETTLEMENTS	5,075	-	-	-
369900	OTHER MISC REVENUE	24,764	12,000	12,000	15,000
369910	LATE FEES	142,254	140,000	140,000	140,000
369920	BAD DEBT RECOVERY	2,072	1,500	1,500	2,000
369950	REFUND OF EXPENDITURES	10,538	-	-	-
369952	REIMBURSE EXPENDJURY	20	-	-	-
360	MISCELLANEOUS REVENUE	338,423	216,700	216,700	220,000
379100	FACILITIES FEES	650,275	650,000	650,000	650,000
379200	SERVICE LINE INSTALLATION	6,350	4,000	4,000	4,000
379202	WATER METER RELOC/XCHG	650	1,000	1,000	500
379203	WATER METER INSTALL	144,856	110,000	110,000	130,000
379402	DONATED ASSETS - PRIVATE SOURCE	936,976	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	1,739,107	765,000	765,000	784,500
395112	LANDSALE-HORN RAPIDS	3,424	-	-	-
397111	OP TRANSFER IN - PARK RESERVE	-	50,000	50,000	-
397112	OP TRANS IN - INDUSTRIAL DEVELOPMENT	-	-	-	-
390	OTHER FINANCING SOURCES	3,424	50,000	50,000	-
TOTAL WATER UTILITY FUND		15,641,224	14,937,009	17,158,287	15,202,244

City of Richland
Revenue Summary
Fund 403 - Wastewater

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	3,193,710	-
309000	WORKING CAPITAL	-	579,316	786,504	41,040
300	WORKING CAPITAL	-	579,316	3,980,214	41,040
343510	SEWER SVC-RESIDENTIAL	5,141,783	5,140,900	5,140,900	5,255,000
343511	SEWER SVC-COMMERCIAL	2,371,954	2,320,000	2,320,000	2,470,000
343513	SEWER SVC-MULTI FAMILY	1,291,409	1,236,150	1,236,150	1,365,000
343521	PRETREAT-ANNUAL PERMIT	91,085	91,085	91,085	91,500
343522	PRETREAT-SAMPLING FEES	14,398	13,500	13,500	10,000
340	CHARGES FOR SERVICES	8,910,629	8,801,635	8,801,635	9,191,500
361100	INVESTMENT INTEREST	84,657	60,000	60,000	60,000
361320	NET CHANGE IN FMV INVEST	(32,239)	-	-	-
361900	OTHER INTEREST EARNINGS	279	200	200	300
369100	SALE OF SALVAGE	325	650	650	300
369900	OTHER MISCELLANEOUS REVENUE	-	-	-	-
369910	LATE FEES	52,323	51,000	51,000	50,000
369920	BAD DEBT RECOVERY	1,616	1,240	1,240	1,250
369952	REIMBURSE EXPEND-JURY	30	-	-	-
360	MISCELLANEOUS REVENUE	106,991	113,090	113,090	111,850
379100	FACILITIES FEES	590,225	560,000	560,000	560,000
379401	DONATED ASSETS - PRIVATE SOURCE	275,635	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	865,860	560,000	560,000	560,000
391711	LINE OF CREDIT -BOA	-	6,519,410	-	-
395112	LANDSALE-HORN RAPIDS	1,257	-	-	-
395200	FIXED ASSET/INS RECOVERY	-	-	-	-
390	OTHER FINANCING SOURCES	1,257	6,519,410	-	-
TOTAL WASTEWATER UTILITY FUND		9,884,737	16,573,451	13,454,939	9,904,390

City of Richland
Revenue Summary
Fund 404 - Solid Waste

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	51,658	-
309000	WORKING CAPITAL	-	386,665	412,361	212,331
300	WORKING CAPITAL	-	386,665	464,019	212,331
343701	SALE OF REFUSE STICKERS	526	600	600	600
343702	RESIDENTIAL 2ND CONTAINER	220,160	190,000	190,000	224,000
343703	RESIDENTIAL CONTAINER REPL	1,300	1,400	1,400	1,200
343710	SOLID WASTE RESIDENTIAL	2,632,252	2,646,200	2,646,200	2,700,000
343711	SOLID WASTE COMMERCIAL	2,372,773	2,351,000	2,351,000	2,420,000
343713	HILLS MOVILE HOME PARK	285	-	-	-
343714	RESIDENTIAL GREEN WASTE	672,039	676,700	676,700	675,000
343717	RESIDENTIAL ELECTIVE RECYCLING	286,986	271,350	271,350	305,000
343718	COMMERCIAL RECYCLING	45,035	35,000	35,000	45,000
343720	REFUSE RESID SURCHARGE	87,935	105,000	105,000	89,000
343721	REFUSE COMM SURCHARGE	129,475	155,000	155,000	125,000
343731	SOLID WASTE LANDFILL	608,913	620,000	620,000	600,000
343732	MUNICIPAL WASTE LANDFILL	86,008	70,000	70,000	65,000
343733	GREEN WASTE - LANDFILL	99,109	85,000	85,000	105,000
343771	L/F RECYCLABLE MATERIAL	4,007	3,500	3,500	4,000
343776	COMPOST SALES	19,441	30,000	30,000	20,000
343791	COMM DROP BOX COLLECTION	327,927	320,000	320,000	330,000
343793	COMM DROP BOX DISPOSAL	434,390	380,000	380,000	400,000
343795	COMM DROP BOX RENT	26,835	25,000	25,000	25,000
343813	DELINQUENT REFUSE DISPATCH	5,350	6,400	6,400	4,000
349340	WORK FOR CITY DEPTS	-	-	-	-
340	CHARGES FOR SERVICES	8,060,746	7,972,150	7,972,150	8,137,800
361100	INVESTMENT INTEREST	25,859	20,000	20,000	20,000
361320	NET CHANGE IN FMV INVEST	(211,357)	-	-	-
361900	OTHER INTEREST EARNINGS	328	400	400	300
369100	SALE OF SALVAGE	21,331	20,000	20,000	20,000
369810	CASH OVERAGES & SHORTAGES	101	-	-	-
369900	OTHER MISC REVENUE	4,989	2,000	2,000	4,000
369910	LATE FEES	48,458	47,000	47,000	47,000
369920	BAD DEBT RECOVERY	1,789	2,000	2,000	2,000
369952	REIMBURSE EXPEND-JURY	900	-	-	-
360	MISCELLANEOUS REVENUE	(107,602)	91,400	91,400	93,300
373000	GAINS/DISPOSAL OF CAPITAL	(2,958)	-	-	-
370	PROPRIETARY/TRUST GAINS & OTHER	(2,958)	-	-	-
TOTAL SOLID WASTE UTILITY FUND		7,950,186	8,450,215	8,527,569	8,443,431

City of Richland
Revenue Summary
Fund 405 - Stormwater

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	241,298	-
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	241,298	-
334315	DEPT OF ECOLOGY GRANT	461,393	-	886,324	87,500
337011	PORT OF BENTON	-	-	-	29,167
334316	ARRA FUNDS INDIRECT LOANS	36,660	-	-	-
330	INTERGOVERNMENTAL REVENUE	498,053	-	886,324	116,667
343830	STORMWTR RESIDENTIAL	802,358	803,000	803,000	815,000
343831	STORMWTR COMMERCIAL	936,347	915,000	915,000	933,000
343833	STORMWTR SURFACE	55,223	55,000	55,000	55,000
340	CHARGES FOR SERVICES	1,793,928	1,773,000	1,773,000	1,803,000
361100	INVESTMENT INTEREST	15,637	12,500	12,500	12,500
361320	NET CHANGE IN FMV INVEST	(88,033)	-	-	-
361900	OTHER INTEREST EARNINGS	48	40	40	40
369100	SALE OF SALVAGE	107	-	-	-
369910	LATE FEES	47,418	46,000	46,000	47,000
369920	BAD DEBT RECOVERY	281	215	215	250
360	MISCELLANEOUS REVENUE	(24,542)	58,755	58,755	59,790
379401	DONATED ASSETS - PRIVATE SOURCE	387,392	-	-	-
370	PROPRIETARY TRUST GAINS AND OTHER	387,392	-	-	-
391800	INTERGOVERNMENTAL LOAN PROCEEDS	-	-	363,340	-
391805	CONTRA FINANCING SOURCE	(36,660)	-	-	-
390	OTHER FINANCING SOURCES	(36,660)	-	363,340	-
TOTAL STORMWATER UTILITY FUND		2,618,171	1,831,755	3,322,717	1,979,457

City of Richland
Revenue Summary
Fund 406 - Golf Course

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	77,841	77,841	35,101
300	WORKING CAPITAL	-	77,841	77,841	35,101
341701	GOLFPRO SHOP SALES	121,590	145,060	145,060	130,903
347302	GOLFGREEN FEES	626,665	620,322	620,322	654,026
347303	GOLFTOURNAMENT FEES	37,689	67,820	67,820	67,820
347304	GOLF RANGE FEES	49,967	52,749	52,749	56,915
347622	GOLF LESSONS	6,480	9,100	9,100	6,350
347902	SEASON PASSES	132,854	127,882	127,882	144,110
347903	FREQ PLAYER PROG FEES	112,745	110,000	110,000	110,000
340	NON-REVENUE RECEIPTS	1,087,990	1,132,933	1,132,933	1,170,124
361100	INVESTMENT INTEREST	2,529	4,500	4,500	1,500
362101	GOLFCART RENTALS	233,698	240,186	240,186	246,464
362102	GOLF OTHER RENTALS	4,117	7,134	7,134	6,830
362512	GOLF COURSE GROUND LEASE	24,150	21,000	21,000	24,150
362802	GOLF COURSE -CONCESSION (TAXED)	205,457	224,292	224,292	225,381
369900	OTHER MISC REVENUE	1,534	-	-	-
360	MISCELLANEOUS REVENUE	471,485	497,112	497,112	504,325
397001	OP TRANS IN- GENERAL FUND	-	56,400	56,400	-
390	OTHER FINANCING SOURCES	-	56,400	56,400	-
TOTAL GOLF COURSE FUND		1,559,475	1,764,286	1,764,286	1,709,550

City of Richland
Revenue Summary
Fund 407 - Medical Services

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	-	-
314590	AMBULANCE UTILITY TAX	-	34,019	34,019	-
310	TAXES	-	34,019	34,019	-
322905	SERVICE PERMIT FEES	50	-	-	-
320	LICENSES & PERMITS	50	-	-	-
334491	EMS TRAUMA PARTICIPATION	1,473	1,208	1,208	1,208
338308	BENTON COUNTY FD2	6,775	9,000	9,000	-
338309	BENTON COUNTY FD4	-	-	-	-
338310	BENTON COUNTY FD6	-	-	-	-
330	INTERGOVERNMENTAL REVENUE	8,248	10,208	10,208	1,208
342606	TRANSPORT BILLED CHARGES	1,976,373	1,811,866	1,811,866	1,816,315
342607	UNALLOWED TRANSPORT CHG	(819,700)	(517,398)	(517,398)	(558,604)
342610	RESIDENTIAL	1,436,062	1,428,574	1,428,574	1,466,811
342611	MULTIFAMILY RESIDENCES	524,839	519,490	519,490	541,704
342612	SCHOOLS	1,968	1,968	1,968	1,968
342613	PHYSICIANS CLINICS	7,821	7,779	7,779	7,779
342614	ASSISTED LIVING FACILITIES	187	188	188	188
342615	SKILLED NURSING FACILITIES	281	281	281	281
342616	ADULT FAMILY/BOARDING HOMES	187	186	186	186
342617	COMMERCIAL/BUSINESS	85,188	84,817	84,817	84,817
340	CHARGES FOR SERVICES	3,213,206	3,337,751	3,337,751	3,361,445
361100	INVESTMENT INTEREST	4,469	3,000	3,000	6,500
361320	NET CHANGE IN FMV INVESTMENTS	2,259	-	-	-
369900	OTHER MISC REVENUE	-	-	-	-
369910	LATE FEES	55,594	55,258	55,258	46,144
369920	BAD DEBT RECOVERY	5,476	5,866	5,866	11,400
360	MISCELLANEOUS REVENUE	67,798	64,124	64,124	64,044
397000	OPERATING TRANSFERS IN	550,000	515,981	515,981	550,000
390	OTHER FINANCING SOURCES	550,000	515,981	515,981	550,000
TOTAL MEDICAL SERVICES FUND		3,839,302	3,962,083	3,962,083	3,976,697

City of Richland
Revenue Summary
Fund 408 - Broadband Utility

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	220,000	-
309000	WORKING CAPITAL	-	20,581	20,581	18,960
300	WORKING CAPITAL	-	20,581	240,581	18,960
334091	DEPT COMMERCE IPZ GRANT	240,000	-	-	-
330	INTERGOVERNMENTAL REVENUES	240,000	-	-	-
361100	INVESTMENT INTEREST	7,885	-	-	1,000
362201	FIBER OPTIC CABLE LEASE	203,574	151,344	151,344	108,912
362203	COLOCATION AGREEMENTS	750	1,500	1,500	1,500
362204	NONRECURRING FEE/DF INSTALL	-	-	-	18,000
360	MISCELLANEOUS REVENUE	212,209	152,844	152,844	129,412
391800	INTERGOVT LOAN PROCEEDS	150,829	-	49,171	-
391805	CONTRA FINANCING SOURCE	(150,829)	-	-	-
397001	OPERATING TRANSFERS IN GENERAL FUND	155,000	55,000	55,000	55,000
397112	OPERATING TRANSFERS IN-IND DEVELOPMNT	171,390	-	872,715	100,000
397113	OPERATING TRANSFERS IN- CABLE COMM INET	14,884	-	-	-
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	396,274	110,000	1,031,886	210,000
TOTAL BROADBAND UTILITY FUND		848,483	283,425	1,425,311	358,372

City of Richland
 Revenue Summary
 Fund 501 - Central Stores

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	-	-
341712	RENTALS/SALES PRINT SHOP	150	150	150	250
340	CHARGES FOR SERVICES	150	150	150	250
365901	OVRHD CHGS COLOR COPIER PRNTG	14,587	25,500	25,500	25,500
360	MISCELLANEOUS REVENUE	14,587	25,500	25,500	25,500
TOTAL CENTRAL STORES FUND		14,737	25,650	25,650	25,750

City of Richland
Revenue Summary
Fund 502 - Equipment Maintenance

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL			-	12,969
300	WORKING CAPITAL	-	-	-	12,969
348301	MAINTENANCE-FLEET M & O	3,467,453	3,672,845	3,672,845	3,446,700
348303	MAINTENANCE-IN SVC COSTS	63,000	64,000	64,000	66,000
348505	FUEL TAX REFUND	5,928	5,000	5,000	5,000
340	CHARGES FOR SERVICES	3,536,381	3,741,845	3,741,845	3,517,700
369100	SALE OF SALVAGE	4,226	3,000	3,000	3,000
369900	OTHER MISC REVENUE	-	800	800	500
360	MISCELLANEOUS REVENUE	4,226	3,800	3,800	3,500
TOTAL EQUIPMENT MAINTENANCE FUND		3,540,607	3,745,645	3,745,645	3,534,169

City of Richland
Revenue Summary
Fund 503 - Equipment Replacement

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	-	-
348350	CONTRIBUTIONS-FLEET VEHICLES	1,609,792	1,838,219	1,838,219	2,372,770
340	CHARGES FOR SERVICES	1,609,792	1,838,219	1,838,219	2,372,770
361100	INVESTMENT INTEREST	32,003	30,000	30,000	35,000
361320	NET CHANGE IN FMV INVEST	28,847	-	-	-
361900	OTHER INTEREST EARNINGS	1,965	1,150	1,150	-
369959	REIMBURSE EXPRSD SRO	27,000	27,000	27,000	27,000
360	MISCELLANEOUS REVENUE	89,815	58,150	58,150	62,000
373000	GAINS/DISPOSAL OF CAPITAL	30,434	-	-	-
370	PROPRIETARY/TRUST GAINS & OTHER	30,434	-	-	-
381200	INTERFUND LOAN REPAYMENTS	25,756	11,780	11,780	-
381210	INTERFUND LOAN REPAYMENTS-CONTRA	(25,756)			
380	NON-REVENUE RECEIPTS	-	11,780	11,780	-
395100	SALES OF FIXED ASSETS	-	50,000	50,000	50,000
395200	FIXED ASSET/INS RECOVERY	-	-	-	-
397001	OP TRANS IN-GENERAL FUND	-	-	-	18,450
397117	OP TRANS IN- CRIMINAL JUSTICE SALES TAX	-	174,000	134,000	46,000
397404	OP TRANS IN- SOLID WASTE	-	-	-	20,000
397405	OP TRANS IN- STORM WATER	217,030	-	-	-
397407	OP TRANS IN-MED SVC FUND	168,110	-	-	-
390	OTHER FINANCING SOURCES	385,140	224,000	184,000	134,450
TOTAL EQUIPMENT REPLACEMENT FUND		2,115,181	2,132,149	2,092,149	2,569,220

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	-	-
322101	EXCAVATION PERMITS	22,550	25,000	25,000	25,000
322900	OTHER NON-BUS LIC & PERMITS	2,550	1,500	1,500	1,500
320	LICENSES & PERMITS	25,100	26,500	26,500	26,500
343200	ENGINEERING SERVICES	873,821	515,444	515,444	600,000
349321	PW ENGINEER & ADM SVCGENERAL	768,150	979,739	979,739	951,579
349322	PW ENGINEER & ADM SVCWATER	526,732	671,822	671,822	652,513
349323	PW ENGINEER & ADM SVCSEWER	416,996	531,858	531,858	516,572
349324	PW ENGINEER & ADM SVCSLD WST	175,576	223,940	223,940	217,504
349325	PW ENGINEER & ADM SVCSTRM	241,419	307,918	307,918	299,068
349326	PW ADMIN & ENGINEERING STREETS	65,841	83,978	83,978	81,564
340	CHARGES FOR SERVICES	3,068,535	3,314,699	3,314,699	3,318,800
361100	INVESTMENT INTEREST	5,189	3,000	3,000	3,000
369900	OTHER MISCELLANEOUS REVENUE	1,235	-	-	-
369952	REIMBURSE EXPEND-JURY	150	-	-	-
360	MISCELLANEOUS REVENUE	6,574	3,000	3,000	3,000
TOTAL PUBLIC WORKS ADMN. & ENGINEERING		3,100,209	3,344,199	3,344,199	3,348,300

City of Richland
Revenue Summary
Fund 506 - Workers Compensation

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	-	-
361100	INVESTMENT INTEREST	3,173	4,000	4,000	2,000
369720	MAND CONTRIB-EMPLOYEE	42,235	43,000	43,000	43,000
369730	CONTRIB FROM EMPLOYER	684,411	704,308	704,308	1,591,453
369740	CONTRIBUTION -EXPERIENCE FACTOR	200,000	200,000	200,000	-
360	MISCELLANEOUS REVENUE	929,819	951,308	951,308	1,636,453
TOTAL WORKERS COMPENSATION FUND		929,819	951,308	951,308	1,636,453

City of Richland
Revenue Summary
Fund 520 - Employee Benefits

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	-
300	WORKING CAPITAL	-	-	-	-
361100	INVESTMENT INTEREST	90,722	97,500	97,500	112,500
361320	NET CHANGE IN FMV INVEST	130,564	-	-	-
369710	VOLUNTARY COBRA CONTEE	9,914	15,000	15,000	12,000
369711	MED/DENT/VISION CHGSEE	847,604	850,000	850,000	865,000
369712	LIFE, DISAB, AD&D CHGSEE	8,402	9,500	9,500	10,000
369715	SECTION 125DEPENDANT CARE	2,970	10,000	10,000	10,000
369716	SECTION 125MEDICAL	80,465	70,000	70,000	70,000
369731	MED/DENTL/VISION CHGSER	8,633,658	7,528,046	7,528,046	7,859,586
369732	LIFE, DISAB, AD&D CHGSER	262,280	298,211	298,211	287,567
369737	DENTAL CHARGES-ER	-	800,918	800,918	815,466
369738	VISION CHARGES-ER	-	126,815	126,815	113,800
369900	MISCELLANEOUS REIMBURSEMENTS	84,234	45,000	45,000	45,000
369965	MEDICARE PART D REIMB	-	52,000	52,000	-
360	MISCELLANEOUS REVENUE	10,150,813	9,902,990	9,902,990	10,200,919
389006	REIMB INSURANCE STOP LOSS	-	50,000	50,000	50,000
380	NON-REVENUE RECEIPTS	-	50,000	50,000	50,000
TOTAL EMPLOYEE BENEFITS FUND		10,150,813	9,952,990	9,952,990	10,250,919

City of Richland
Revenue Summary
Fund 521 - Unemployment

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	59,905
300	WORKING CAPITAL	-	-	-	59,905
361100	INVESTMENT INTEREST	5,069	6,200	6,200	5,000
369730	CONTRIB FROM EMPLOYER	165,620	174,692	174,692	95,095
360	MISCELLANEOUS REVENUE	170,689	180,892	180,892	100,095
TOTAL UNEMPLOYMENT FUND		170,689	180,892	180,892	160,000

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

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
309000	WORKING CAPITAL	-	-	-	331,891
300	WORKING CAPITAL	-	-	-	331,891
361100	INVESTMENT INTEREST	28,672	29,500	29,500	20,000
369714	POST RETIREMENT RETIREE - EE	356,356	401,844	401,844	325,287
369735	POST RETIREMENT ACTIVE - ER	520,510	546,522	546,522	464,000
369736	POST RETIREMENT RETIREE - ER	198,131	209,508	209,508	176,000
369900	OTHER MISC REVENUE	-	-	-	-
360	MISCELLANEOUS REVENUE	1,103,669	1,187,374	1,187,374	985,287
389006	REIMB INSURANCE STOP LOSS	-	5,000	5,000	5,000
380	NON-REVENUE RECEIPTS	-	5,000	5,000	5,000
TOTAL POST EMP. HEALTHCARE BENEFIT FUND		1,103,669	1,192,374	1,192,374	1,322,178

City of Richland
Revenue Summary
Fund 611 - Fire Pension

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	-	-	-
311100	REAL & PERS PROP TAXES-CURRENT	350,000	350,000	350,000	355,500
310	TAXES	350,000	350,000	350,000	355,500
336691	FIRE INSURANCE PREMIUM TAX	56,876	64,628	64,628	63,960
330	INTERGOVERNMENTAL REVENUE	56,876	64,628	64,628	63,960
361100	INVESTMENT INTEREST	38,805	31,000	31,000	31,539
361320	NET CHANGE IN FMV INVEST	(12,891)	-	-	-
361900	OTHER INTEREST EARNINGS	4,984	1,687	1,687	2,268
360	MISCELLANEOUS REVENUE	30,898	32,687	32,687	33,807
389005	REIMB-PENSION MEDICAL	-	2,200	2,200	-
380	NON-REVENUE RECEIPTS	-	2,200	2,200	-
TOTAL FIRE PENSION FUND		437,774	449,515	449,515	453,267

City of Richland
Revenue Summary
Fund 612 - Police Pension

Source of Revenue		2014 Actual	2015 Adopted	2015 Estimated	2016 Budget
308000	BEGINNING FUND BALANCE	-	4,533	4,533	-
337003	GF PENSION AND OPEB CONTRIBUTION	490,000	500,000	500,000	509,420
330	INTERGOVERNMENTAL REVENUE	490,000	500,000	500,000	509,420
361100	INVESTMENT INTEREST	18,916	14,750	14,750	12,600
361320	NET CHANGE IN FMV INVEST	(6,654)	-	-	-
361900	OTHER INTEREST EARNINGS	1,575	1,575	1,575	-
360	MISCELLANEOUS REVENUE	13,837	16,325	16,325	12,600
389005	REIMB-PENSION MEDICAL	-	750	750	-
380	NON-REVENUE RECEIPTS	-	750	750	-
TOTAL POLICE PENSION FUND		503,837	521,608	521,608	522,020

City of Richland Contractual Agreements

FUND/AGENCY	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Proposed	% Change 2015 Revised/ 2016 Proposed
General Fund:								
Emergency Dispatch	\$ 830,566	\$ 836,300	\$ 767,230	\$ 626,833	\$ 627,351	\$ 627,351	\$ 581,138	-7.4%
Emergency Management	35,643	28,531	28,624	23,513	28,941	28,941	32,038	10.7%
800 MHz SUA II Agreement	-	-	74,595	75,360	44,770	44,770	72,058	61.0%
800 MHz Radios	28,905	48,295	54,999	55,566	49,540	49,540	49,694	0.3%
Animal Control Services	227,018	220,265	230,402	236,379	246,275	246,275	253,664	3.0%
Bi-County Police Information Network	41,798	42,072	31,356	45,336	48,371	48,371	48,371	0.0%
Benton County Jail - Detention Services	1,233,183	1,191,055	1,237,717	1,263,288	1,432,801	1,432,801	1,333,543	-6.9%
Benton County Jail - Work Crew	69,199	95,888	128,342	103,993	93,150	93,150	93,150	0.0%
Benton County District Court	627,957	712,698	618,486	685,091	741,600	741,600	763,848	3.0%
Benton County - Voter Reg. & Election	77,765	67,721	156,574	65,687	78,000	78,000	86,000	10.3%
Benton Franklin Air Pollution Control	53,031	54,178	54,780	55,831	57,130	57,130	58,228	1.9%
Benton Franklin - Dept. of Human Services	11,675	12,756	11,193	8,742	12,000	12,000	14,000	16.7%
*Benton Franklin Council of Government	31,259	31,405	31,249	28,186	33,000	33,000	11,400	-65.5%
Columbia Basin Dive & Rescue	5,804	5,804	5,804	5,804	3,250	3,250	3,250	0.0%
City of Kennewick Interlocal Agreement	89,104	86,918	76,802	11,540	-	-	-	0.0%
Hazardous Materials	5,000	5,000	5,000	5,250	5,250	5,250	5,250	0.0%
Chaplaincy Program	900	900	900	945	945	945	945	0.0%
Child Interviewer	9,833	9,730	9,600	10,143	10,136	10,136	10,136	0.0%
Columbia Basin Domestic Violence Srvc.	9,773	11,551	11,142	8,885	10,662	10,662	10,662	0.0%
Streets Maintenance Fund:								
*Benton Franklin Council of Government	-	-	-	-	-	-	20,600	0.0%
Industrial Development Fund:								
Chamber of Commerce	5,000	5,250	5,250	5,250	5,250	5,250	5,250	0.0%
Interlocal Agreements	-	12,000	42,000	5,200	-	-	5,000	0.0%
Small Business Support Program	-	5,064	7,000	5,415	5,000	5,000	5,000	0.0%
TRIDEC Marketing Expense-Recruitment	31,000	31,000	31,000		31,000	31,000	31,000	0.0%
Regional PFD Interlocal Agreement	9,900	12,000	42,000	5,200	-	-	5,000	0.0%
Criminal Justice Sales Tax								
Emergency Dispatch	-	-	-	-	-	-	60,036	0.0%
800 MHz Radios	-	-	-	-	1,636	1,636	2,840	73.6%
Hotel/Motel Fund:								
Tri-City Visitor's and Convention Bureau	170,199	180,067	185,995	188,987	189,887	189,887	202,000	6.4%
Medical Services Fund:								
Emergency Dispatch	82,649	84,165	75,880	61,994	62,046	62,046	63,413	2.2%
Chaplaincy Program	5,100	5,100	5,100	5,355	5,355	5,355	5,355	0.0%
Columbia Basin Dive & Rescue	5,804	5,804	5,804	5,804	3,250	3,250	3,250	0.0%
800 MHz SUA II Agreement	-	-	7,378	7,453	4,428	4,428	7,127	61.0%
Emergency Medical Services	2,794	3,225	3,270	1,285	3,800	3,800	3,800	0.0%
TOTAL	\$ 3,700,859	\$ 3,804,742	\$ 3,945,472	\$ 3,608,315	\$ 3,834,824	\$ 3,834,824	\$ 3,847,046	0.3%

City of Richland Departmental Responsibility and Oversight

Department/Division	2016 Budget Responsibility	2016 Staffing Level
Administration:		
City Council	\$ 185,005	0.00
City Manager	454,175	1.50
City Clerk	318,016	2.00
City Attorney	1,572,964	3.00
Assistant City Manager	268,528	1.50
Information Technology	3,716,082	17.50
Communications & Marketing	458,493	3.60
Cable Communications	214,339	1.70
Hanford Communities	220,617	1.00
Total Administration	\$ 7,408,219	31.80
Administrative Services:		
Administrative Services - Administration	\$ 339,501	2.00
Finance	2,863,330	21.50
Purchasing/Warehouse & Stores	870,436	7.00
Human Resources	887,856	5.00
Non-departmental	4,808,526	0.00
Capital Improvements	1,517,293	0.00
Improvement/Refund Debt Service	1,812,438	0.00
Fire Station 74 Debt Service	241,487	0.00
Police Station Debt Service	242,475	0.00
Richland Community Center Debt Service	304,625	0.00
Library Expansion Debt Service	1,287,700	0.00
RAISE Debt Service	659,846	0.00
L.I.D. Guaranty Debt Service	10	0.00
Special Assessment Debt Service	852,282	0.00
Central Stores	25,750	0.00
Equipment Maintenance	3,534,169	8.00
Equipment Replacement	2,483,085	0.00
Workers Compensation Reserve	1,128,607	0.00
Employee Benefits	10,250,919	0.00
Unemployment Trust	160,000	0.00
Post Employment Benefits	1,322,178	0.00
Fire Pension	453,267	0.00
Police Pension	522,020	0.00
Total Administrative & Intergovernmental Services	\$ 36,567,800	43.50

City of Richland
Departmental Responsibility and Oversight

Department/Division	2016 Budget Responsibility	2016 Staffing Level
Fire:		
Fire & Emergency Services	\$ 7,552,786	44.00
Medical Service Fund	3,534,603	19.00
Total Fire & Emergency Services	\$ 11,087,389	63.00
Police:		
Police Services	\$ 13,082,820	70.70
Criminal Justice	43,040	0.00
Criminal Justice Sales Tax	1,336,119	8.50
Total Police Services	\$ 14,461,979	79.20
Community & Development Services:		
Community & Development Svcs Admin	\$ 289,923	2.00
Development Services	1,554,114	11.55
Planning & Redevelopment	297,280	2.00
Housing Development	366,981	0.50
Home	729,480	0.50
Business & Economic Development	1,334,569	2.50
Broadband	358,372	0.00
Hotel-Motel Tax	971,000	0.00
Special Lodging Assessment	500,500	0.00
Subtotal Comm & Dev Services	6,402,219	19.05
Parks & Recreation:		
Parks & Recreation Admin	\$ 234,177	1.50
Recreation	1,175,285	10.00
Parks & Facilities	5,155,510	21.00
Parks & Rec - Project Admin	456,797	3.50
Park Reserve	282,075	0.00
Parks Capital Projects	818,500	0.00
Golf Course	1,709,550	0.00
Library	2,091,988	19.00
General Government Constructon	545,000	0.00
Subtotal Parks & Recreation	12,468,882	55.00
Energy Services:		
Business Services (Administration)	\$ 18,143,542	6.40
Electrical Engineering	1,955,007	10.00
Power Operations	8,509,925	23.00
Systems	8,673,594	11.75
Energy Policy Management	42,580,068	1.10
Technical Services	1,047,590	6.25
Total Energy Services	\$ 80,909,726	58.50

**City of Richland
Departmental Responsibility and Oversight**

Department/Division	2016 Budget Responsibility	2016 Staffing Level
Public Works:		
City Streets	\$ 2,974,930	9.00
Water Administration	8,087,005	0.00
Water Operations	2,241,784	8.50
Water Maintenance	2,682,227	14.50
Water Construction Projects	1,910,000	0.00
Wastewater Administration	5,079,189	0.00
Wastewater Operations	2,238,300	12.10
Wastewater Maintenance	1,551,901	10.85
Wastewater Construction Projects	1,035,000	0.00
Solid Waste Administration	2,453,726	0.00
Solid Waste Collection	3,835,029	18.25
Solid Waste Disposal	2,104,676	9.85
Solid Waste Construction Projects	50,000	0.00
Stormwater	1,616,150	2.05
Stormwater Construction Projects	241,667	0.00
Public Works Admin & Engineering	3,347,523	24.60
Special Assessment Construction	850,000	0.00
Streets Capital Construction	3,275,506	0.00
Total Public Works	<u>\$ 45,574,613</u>	<u>109.70</u>
Total Budget/Staffing	<u>\$ 214,880,827</u>	<u>459.75</u>

City of Richland
Staffing Level by Department/Division - Excludes BCES
2007 - 2016

Department / Division	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
City Manager:										
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	3.50	3.50	3.50	3.00	3.00	2.00	3.00
Assistant City Manager	1.50	1.50	1.50	2.00	2.00	2.00	1.50	1.50	1.50	1.50
Information Technology	14.50	14.50	15.50	15.50	15.50	15.50	16.50	16.50	16.50	17.50
Communications & Marketing	1.65	1.65	1.65	1.65	1.65	1.65	2.65	3.65	3.60	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
Total City Manager	27.85	27.85	28.85	28.85	28.85	28.85	29.85	30.85	29.80	31.80
Administrative Services:										
Administration	2.00	4.00	4.00	4.00	4.00	4.00	4.00	2.00	3.00	2.00
Finance	18.00	18.00	19.00	19.00	19.00	19.00	19.25	20.25	20.75	21.50
Purch/Warehouse & Stores	14.00	11.00	11.00	11.00	10.60	10.60	8.00	8.00	8.00	7.00
Human Resources	6.00	6.00	6.50	6.50	6.50	6.50	6.50	6.50	5.50	5.00
Equipment Maintenance	10.00	9.00	9.00	9.00	8.00	8.00	9.00	9.00	9.00	8.00
Total Administrative Services	50.00	48.00	49.50	49.50	48.10	48.10	46.75	45.75	46.25	43.50
Fire & Emergency Services:										
Fire & Emergency	43.47	43.20	42.95	42.95	42.95	41.88	41.88	41.88	43.85	44.00
Medical Services	14.53	14.80	14.80	14.80	14.80	15.87	15.87	14.87	18.85	19.00
Total Fire & Emerg Svcs	58.00	58.00	57.75	57.75	57.75	57.75	57.75	56.75	62.70	63.00
Police Services:										
Police	66.30	69.30	69.80	69.80	70.30	71.40	71.90	71.90	71.20	70.70
Criminal Justice Sales Tax Fund	-	-	-	-	-	-	-	-	7.00	8.50
Total Police Services	66.30	69.30	69.80	69.80	70.30	71.40	71.90	71.90	78.20	79.20
Community & Development Services:										
Administration	1.50	1.50	1.50	1.50	1.50	1.50	2.00	2.00	2.00	2.00
Economic Development	2.50	2.50	2.50	3.50	3.50	3.50	2.50	2.50	2.50	2.50
Development Services	14.00	14.00	14.00	13.00	12.00	12.00	11.50	11.55	11.55	11.55
Redevelopment	2.05	2.05	2.15	2.45	3.45	3.45	3.00	3.00	2.00	2.00
Housing Development	1.75	1.75	1.45	1.30	1.30	1.30	1.25	1.25	0.50	0.50
HOME	0.90	0.90	0.90	0.75	0.75	0.75	0.75	0.75	0.50	0.50
Total Comm & Dev Svcs	22.70	22.70	22.50	22.50	22.50	22.50	21.00	21.05	19.05	19.05

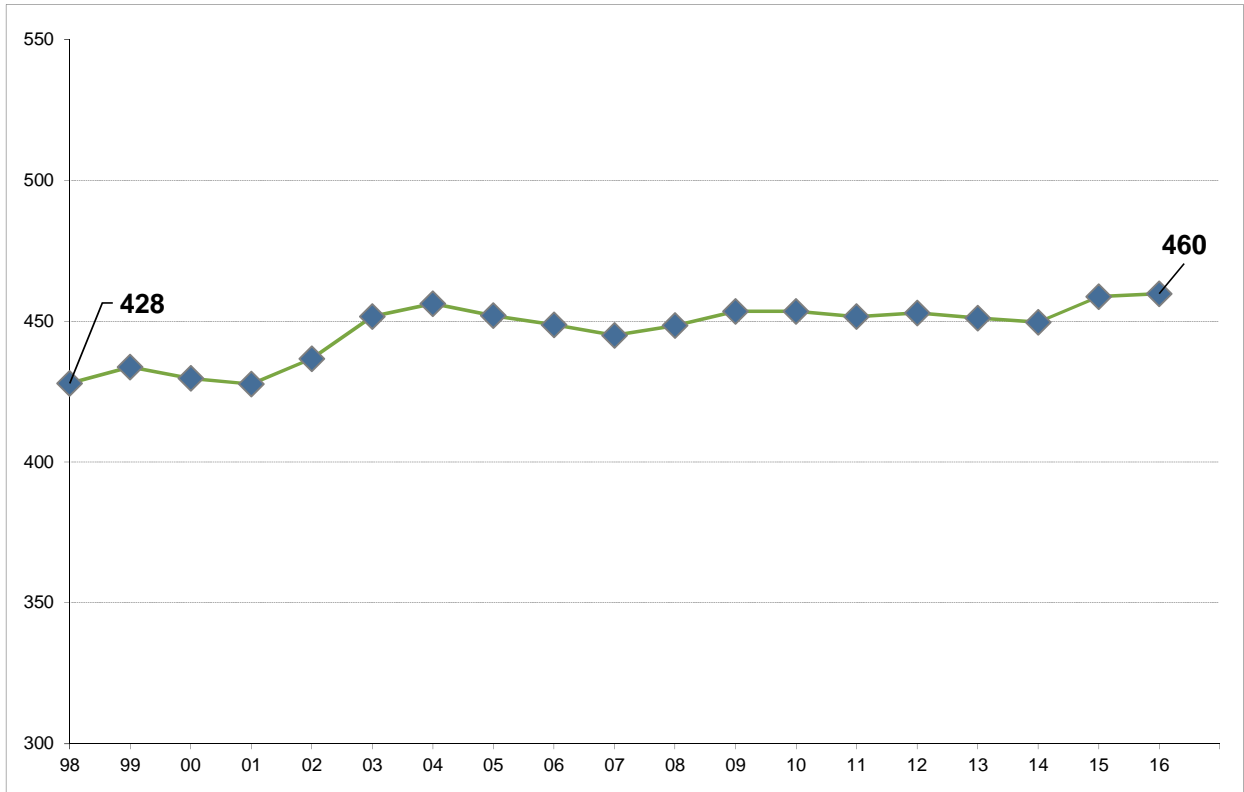
City of Richland
Staffing Level by Department/Division - Excludes BCES
2007 - 2016

Department / Division	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Parks & Public Facilities:										
Administration	2.00	2.00	2.00	2.00	1.00	1.00	1.50	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	3.50	3.50
Recreation	11.00	11.35	11.35	11.35	11.35	11.10	11.10	11.10	10.00	10.00
Parks & Facilities	21.10	22.00	22.00	22.00	22.00	21.50	20.50	21.00	21.00	21.00
Library	16.50	18.50	19.50	19.50	19.50	19.50	19.50	19.50	19.50	19.00
Total Parks & Public Facilities	52.60	55.85	56.85	56.85	55.85	55.10	54.60	55.10	55.50	55.00
Electric Utility:										
Business Services (Admin.)	1.34	1.34	1.34	1.34	1.34	7.50	7.50	5.50	5.40	6.40
Electrical Engineering	8.33	8.83	8.33	8.33	8.33	8.00	8.00	8.00	9.00	10.00
Power Operations	22.83	22.83	22.83	22.83	22.83	22.00	22.00	23.00	23.00	23.00
Systems	12.58	12.33	12.33	12.33	12.33	11.50	11.50	11.75	11.75	11.75
Energy Policy Management	4.33	4.33	4.33	4.33	4.33	1.00	1.00	2.00	1.10	1.10
Technical Services	8.09	8.34	8.34	8.34	8.34	7.50	7.50	6.25	6.25	6.25
Total Electric Utility	57.50	58.00	57.50	57.50	57.50	57.50	57.50	56.50	56.50	58.50
Public Works:										
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	15.25	15.25	14.75	14.75	14.75	14.75	14.75	14.50	14.50
Wastewater Operations	13.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10
Wastewater Maintenance	11.35	11.35	11.35	10.85	10.85	10.85	10.85	10.85	10.85	10.85
Solidwaste Collection	13.60	14.25	16.25	16.25	18.25	18.25	18.25	18.25	18.25	18.25
Solidwaste Disposal	9.60	9.25	9.25	9.25	9.25	10.25	10.25	10.25	10.45	9.85
Moderate Risk Waste	1.80	2.00	2.00	2.00	-	-	-	-	-	-
Stormwater	4.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05
City Streets	9.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	9.00	9.00
Public Works Adm & Eng	24.00	24.00	24.00	25.00	25.00	25.00	25.00	25.00	25.00	24.60
Total Public Works	110.00	108.75	110.75	110.75	110.75	111.75	111.75	111.75	110.70	109.70
Total	444.95	448.45	453.50	453.50	451.60	452.95	451.10	449.65	458.70	459.75

City of Richland

Personnel History

1998 - 2016



Year	98	99	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16
Employees*	428	434	430	428	437	452	456	452	449	445	448	454	454	452	453	451	450	459	460

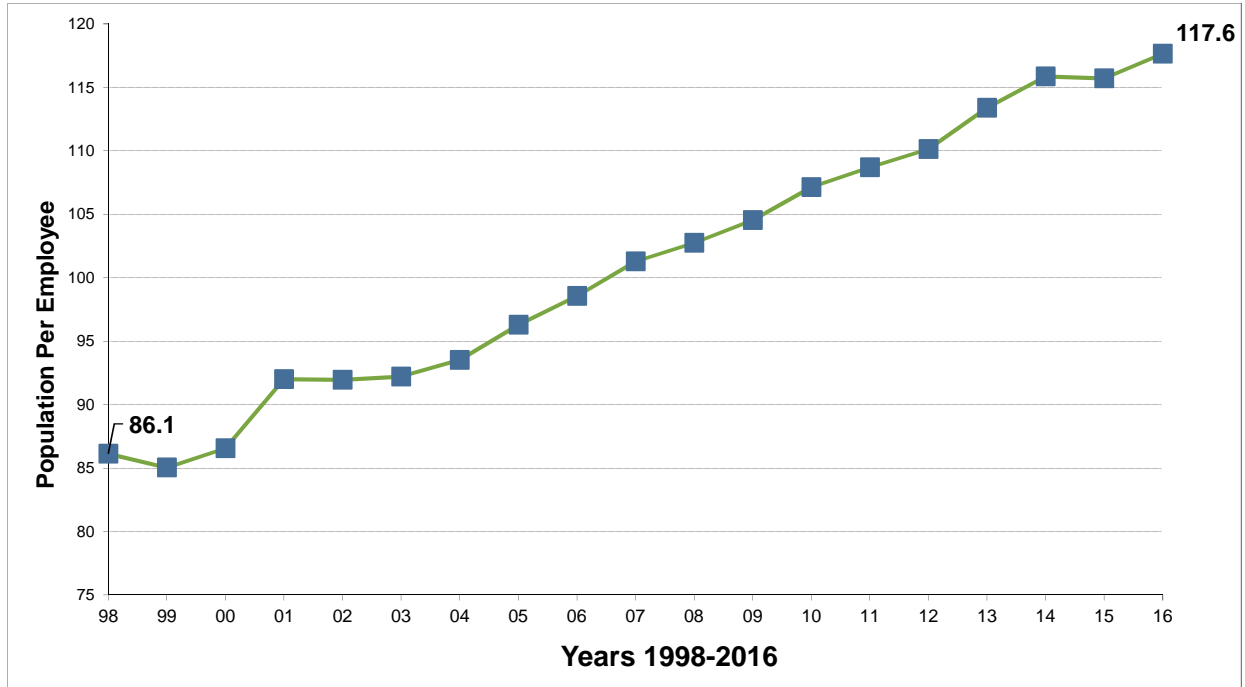
Employee count totals are rounded.

*Excludes Benton County Emergency Services employees

CITY OF RICHLAND

Population Per Employee

1998 - 2016



Year	98	99	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16
Ratio	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	115.7	117.6
Employee*	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	458.70	459.75
Population as of April 1	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	53,080	54,089

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

Population for 2016 is estimated





STRATEGIC LEADERSHIP PLAN

- 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**



KEY ELEMENTS

KEYS TO UNLOCK OUR FUTURE - YEAR EIGHT





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.

Council Approved: 6/5/12

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





2015 ACCOMPLISHMENTS



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<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>
				Complete-14

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: **2016**

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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	In Progress			
	<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: **2018**

Update Summary: With the Enterprise Resource Planning (ERP) process underway, this goal will be moved out two more years to 2018.

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



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<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>
	Complete-13			

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 objective is complete and crew teams are evaluated annually based on strategic plan priorities.

<u>City Attorney</u>	<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>
				Complete-13

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>City Attorney</u>	<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>
				Complete-13



(2013-2017)

City of Richland Strategic Plan

2015 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. Enterprise Funds receiving labor and materials from the Parks and Public Facilities Department are now covering the expenses of the General Fund via monthly interdepartmental billings.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-14
	<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: **2016**

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 2016, with revised report completed by the end of the third quarter of 2016.

<u>City Attorney</u>	<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>
	In Progress			

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>City Attorney</u>	<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>	In Progress
				<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>City Attorney</u>	<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>
		Complete-13		



(2013-2017)

City of Richland Strategic Plan

2015 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.
 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.
 Work suspended due to higher priority citywide projects in Information Technology Division.

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

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.

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

1 2 9 Implement performance change tasks and program changes.

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

Update Summary: Parks and Public Facilities 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, Marshall Park, a portion of The Parkway, Haines Levee and other locations. Additional work will occur in 2016. 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. Seasonal labor was organized around a small team, zone concept to gain efficiencies
 Fire Station 74 was completed in a cost and time efficient manner using state authorized design-build authority and internal staff for project management.
 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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				In Progress
	<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: Program cost benefit analysis is being prepared and implementation feasibility for City of Richland vs. regional approach is being evaluated

<u>City Attorney</u>	<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>
		In Progress		

1 2 11 Measure effects of program change implementation.

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

Update Summary: Parks and Public Facilities collects data and compares against benchmark targets where available. An example of this approach includes an emphasis on CORTES time-card accounting including equipment use. Certain high-use park facilities are more closely scheduled so that field conditions can be effectively managed.

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



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City of Richland Strategic Plan

2015 End-of-Year Update

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

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started

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. Benton County has completed feasibility study to repurpose county maintenance facility on Ely Street in Kennewick. Site permitting and facility remodeling design work is underway, led by Benton County staff.

<u>City Attorney</u>	<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>
				In Progress

1 3 2 Apparatus and Personnel Protective Equipment renumbering.

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

Update Summary: This project is complete and all three counties are utilizing the numbering system.

<u>City Attorney</u>	<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>
		Complete-13		



(2013-2017)

City of Richland Strategic Plan

2015 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 Dispatch (CAD).

Beginning Year: **2013** Ending Year: **2016**

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.

<u>City Attorney</u>	<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>
		Not Started		

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>City Attorney</u>	<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>
		In Progress		

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>City Attorney</u>	<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>
		In Progress		

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 refurbished ambulance was delivered by July of 2015, and the cost effectiveness of this approach is being evaluated.

<u>City Attorney</u>	<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>
		Complete-15		



(2013-2017)

City of Richland Strategic Plan

2015 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: Platform upgrade from 10.0 sp4 to 10.2.1 is complete. PW GIS technician has gone through initial network development training. The City has contracted with Esri to help in the conversion of the water, sewer, storm data sets to include network framework and tools and this project is currently in progress.

<u>City Attorney</u>	<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>
				In Progress

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>City Attorney</u>	<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>
	Complete-14			

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 2016 as part of the John Dam plaza stage project, Wi-Fi capability will be available in the plaza. Wi-Fi was installed in the Community Center in 2014 along with a phasing out of the outdated computer lab. The City crew is utilizing a cost effective, basic phone system for communication and certain field staff is now using smart phones, saving time and money. The 2016 budget includes a proposal to modernize the Community Center to replace the little-used computer lab with fitness equipment. The Richland Public Library continues to evolve to meet the technological demand of customers including many opportunities for digital content.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		Complete-13		
	<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 worked with Harris/GEMS in 2015 as part of the Hickling & Associates findings from 2014. The City reviewed Fixed Asset functions, Work Order functions and Project functions within the GEMS software and determined that Work Order functionality within GEMS did not meet user needs and was not geo-based. The City did identify consolidation of fixed assets from excel spreadsheet to GEMS tables as an interim step deliverable for Q4 2015 / Q1 2016.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		In Progress		
	<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: The prerequisite platform upgrade from ESRI 10.0 sp4 to ESRI 10.2.1 is complete. Department projects in Energy Services, Public Works, Parks & Public Facilities are underway. Initial discussions with Fire are on hold.

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



(2013-2017)

City of Richland Strategic Plan

2015 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 trans active 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. PNNL has not responded further with the transactive control program so no further City of Richland action is expected for this. The response aggregator program is up and running with excellent results.

<u>City Attorney</u>	<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>
	Complete-15			

1 4 8 Complete GIS network development for streets database

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

Update Summary: The prerequisite platform upgrade from ESRI 10.0 sp4 to ESRI 10.2.1 is complete for sustainability with the utilities and core City needs. Roads & Highways software requires an additional software upgrade from 10.2.1 to 10.3 that will conflict with utility needs in Public Works and Energy Services. IT is reviewing options to support multiple versions of the ESRI platform to help support this project. The City has engaged Esri to review current linear data in order to identify required steps to leverage the Roads & Highways software licensing. Limited term employee position is included in 2016 budget to advance this work.

<u>City Attorney</u>	<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>
				Not Started

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. Renewed IUOE contract negotiations include amended job descriptions and training requirements. 2016 budget includes funding for implementation plan for Water.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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

Update Summary: No additional work has been completed following the circulation in 2013 of a draft Accident Prevention Plan for the City. Council approved an additional FTE for Risk Management and Safety who will focus on the plan and the other associated safety program elements with the oversight of the City Attorney.

Human Resources staff is undergoing a comprehensive audit of all safety records associated with occupational medicine. The Police Department initiated hearing conservation testing program and plans are underway to initiate respiratory fit testing in 2016. Information Technology staff is working with Strategic Government Resources to contract for a Learning Management System which will be used to track safety training and occupational medicine requirements and deadlines across the City.

<u>City Attorney</u> Complete-14	<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> Complete-14

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: All collective bargaining agreements (CBA) except the Police Guild have settled. IBEW, IUOE and IAFF R&F/BCs all settled for three-year CBAs within Council parameters. SEWTG settled for a two-year CBA, also within Council parameters. Police Guild has been in mediation and is voting on the package as presented. If the package is not accepted by the Police Guild, the City has asked that it be certified for interest arbitration. For the agreements that have been settled, the City was successful in making progress on language for benefit changes and mitigation of some of the potential ACA excise tax impacts ("Cadillac Tax"). Additionally the City was successful in achieving important benefit plan redesign and premium sharing.

All collective bargaining agreements have settled without the need to go to arbitration. The Police Guild did enter mediation with the City before settling. The Collective Bargaining Agreements and Unaffiliated Plan included language that has helped reduce the City's overall excise tax liability.

<u>City Attorney</u>	<u>Administrative Services</u> Complete-15	<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>



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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: **2015**

Update Summary: The City has moved away from a "Value Based Benefit Design" at this time. The City identified multiple elements of benefit strategy key to successful negotiations for the City. The design changes resulted in containing costs and reducing the potential for excise tax in 2018. Additionally, in negotiations the City introduced the concept of an advisory-only benefits committee, as well as a potential additional plan design to go alongside the current PPO plan; an alternative plan design could further reduce the City's healthcare cost trend and minimize the potential for excise tax. The City engaged the services of a new Broker in October 2015. With this broker in place, the City is launching a RFP for a new Third Party Administrator (TPA) or Administrative Services Only (ASO) to administer the City's self-funded benefit programs. Healthcare costs are expected to increase 2% well below the national trend.

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

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: With the approval of the Risk Management and Safety FTE for 2015, staff has developed a roles and responsibilities matrix for both Risk and Safety, and has initiated a comprehensive training and medical examination requirements matrix, by position title. Information Technology is assisting in identifying potential software to track this information to make compliance more user-friendly for departments. The recruitment for the new Risk Management & Safety Administrator is underway, and likely to be filled prior to the end of the year. The software has been addressed in a prior action item. In 2015, in order to better align the City's Risk Management function with legal vulnerabilities associated with risk and safety, the City Manager relocated the Risk Management and Safety FTE under the City Attorney's Office. A job description for the position of Risk & Safety Program Administrator has been vetted by the department directors, and active recruiting is ongoing to fill the position, with the intent to bring a new employee on board no later than December 31, 2015. From there, efforts will be ongoing for the Risk & Safety Program Administrator, in conjunction with the City Attorney and HR, to evaluate current City practices and implement necessary improvements in practice and protocol, to include final adoption of an Accident Prevention Program and other ancillary programs directed and employee safety and risk management.

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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 for content and training tracking (Learning Management System or LMS) was discontinued for 2015. GEMS has been evaluated and ruled out as a viable training tracker/LMS. Alternative LMS options are being reviewed by Human Resources and Information Technology which may provide efficiencies important to departments who have substantial ongoing training and testing requirements to maintain throughout the year. Currently, safety training content is being delivered through WCIA, but the feedback has not been positive on the quality of those programs. We will be seeking other LMS options in 2016 for consideration. WCIA continues to be the current source of safety training for the City. Additional onsite training from WCIA has been utilized to provide supervisory training to City leaders. The draft 2016 budget includes money to enhance City training for leaders.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
	In Progress			
	<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: 2016 budget includes funding implementation plan for Water.

<u>City Attorney</u>	<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>
				Not Started

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.

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>City Attorney</u>	<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>
			In Progress	



(2013-2017)
 City of Richland Strategic Plan
 2015 End-of-Year Update

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: **2016**

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 Emergency Managers that has led to significantly better joint efforts, including cross-staffing for each other during an EOC activations. Franklin County has established a Fire Resource Coordinator program that mirrors Benton County's. Work will continue on pre Multi-Agency Coordination (MAC) and MAC Group operations.

<u>City Attorney</u>	<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>
		<u>In Progress</u>		



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<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>
	Complete-13			

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-scope to repair of existing screens rather than replacement due to budget constraints. Inlet screen replacements design work underway. Implementation will depend on available funding. Inlet screen upgrades planned for 2015-16 winter.

<u>City Attorney</u>	<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>
				Complete-13

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: **2016**

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 2016 with the final published utility plan completed by the end of 2016.

<u>City Attorney</u>	<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>
	In Progress			



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City of Richland Strategic Plan

2015 End-of-Year Update

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

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

Update Summary: Appraiser under contract. Engineering work to support acquisition process is underway. Negotiations in progress.

<u>City Attorney</u>	<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>
				In Progress

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 completed.

<u>City Attorney</u>	<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>
				Complete-14

2 1 6 Complete design of Duportail Bridge.

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

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. 2016 budget proposal would support design completion for 2017 construction start.

<u>City Attorney</u>	<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>
				In Progress

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 by end of 2015. Staff has reviewed report of completed study.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<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>
		Complete-13		

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 was substantially completed in June of 2015, and occupied as of July 16, 2015. The project budget will be closed out by end of 2015.

<u>City Attorney</u>	<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>
		Complete-15		In Progress

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

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

Update Summary: May tie in with Partnerships with the Department of Energy (DOE) and Pacific Northwest National Laboratory (PNNL) for North fire station objective. Evaluation of feasibility and timelines continues, however DOE has moved their station relocation timelines out past 2020 which may push this project (if pursued) out several years.

<u>City Attorney</u>	<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>
		In Progress		

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: This project was part of a discussion with PNNL as a response model that has since been abandoned. The construction and timing of this fire station will be driven by community needs as prioritized by council.

<u>City Attorney</u>	<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>
		On Hold		



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City of Richland Strategic Plan

2015 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 station location for the Station 71 relocation has been identified as just north of the Police station between GWW and Jadwin. The project will be driven by the Swift Corridor and downtown master-plan development as well as funding sources for the construction of the new station.

<u>City Attorney</u>	<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>
		Not Started		

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. Three alternative design concepts remain in consideration. Those were presented in public involvement process in June of 2015. Based on public input, further development and refinement is underway.

<u>City Attorney</u>	<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>
				In Progress

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. Both plans are expected to be completed by end of 2015.

<u>City Attorney</u>	<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>
				In Progress

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. Legislature approved \$20 Million in July 2015 with funding to be available July 2017. 2015 federal TIGER application was rejected by USDOT. Staff and Council subcommittee will develop strategy to complete funding to support 2017 construction start.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<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>
				Complete-13

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. Grant request was unsuccessful.

<u>City Attorney</u>	<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>
				In Progress

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: **2016**

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 April 2016.

<u>City Attorney</u>	<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>
	In Progress			



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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. Anticipate acquiring the SE Richland substation properties by April 2016. Evaluation of 15 potential sites have been completed by City and consultant staff. Work is underway to finalize down to the preferred site and negotiate with the property owner.

<u>City Attorney</u>	<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>
	In Progress			

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

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started

2 1 21 Complete construction of Center Parkway.

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

Update Summary: Washington Utilities and Transportation Commission (WUTC) at-grade crossing permit was approved in May 2016. Tri-City Railroad (TCRR) has initiated litigation to obstruct this project. City initiated ROW acquisition in first quarter of 2015. Negotiations are underway with property owners. Scheduled completion is uncertain due to TCRR litigation.

<u>City Attorney</u>	<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>
				In progress

2 1 22 Complete development of new south Richland well.

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

Update Summary: Design work is underway.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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: Consultant contract was approved. Completion expected in 2016.

<u>City Attorney</u>	<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>
				In Progress

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

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

Update Summary:

<u>City Attorney</u>	<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>
				Complete-14

2 1 25 Update 20-year Citywide Transportation plan

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started

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. Council grant seeking priorities have elevated other projects above this one.

<u>City Attorney</u>	<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>
				Not Started



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

2 1 27 Complete construction of Duportail Bridge.

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

Update Summary: Current schedule begins construction in second half of 2017 with completion in 2019.

<u>City Attorney</u>	<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>
				Not Started

2 1 28 Complete Columbia Park Trail water pipeline extension.

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started

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>City Attorney</u>	<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>
				Complete-14



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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. System startup occurred in June 2015

<u>City Attorney</u>	<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>
				Completed

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: **2016**

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

<u>City Attorney</u>	<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>
	In Progress			

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>City Attorney</u>	<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>
				Not Started

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 implemented based on StreetSaver Pavement Management program available funding. Staff is working with Council-Staff subcommittee to increase available funding to sustain desired pavement conditions.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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>City Attorney</u>	<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>
				Complete-14

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 are complete. WTP chlorination equipment replacement scheduled for 2015-16 winter.

<u>City Attorney</u>	<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>
				In Progress

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

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

Update Summary:

<u>City Attorney</u>	<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>
				Complete-14

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>City Attorney</u>	<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>
				Complete-15



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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

Update Summary:

<u>City Attorney</u>	<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>
				Complete-14

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: Life cycle plan is complete and built into annual budgeting.

<u>City Attorney</u>	<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>
				Complete-15

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

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

Update Summary: Plan is complete and built into annual budgeting.

<u>City Attorney</u>	<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>
				Complete-15

2 2 13 Complete wastewater treatment plant influent screening improvements.

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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. Remaining property targeted for this use is not currently available from present property owner.

<u>City Attorney</u>	<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>
				In Progress

2 2 15 Complete wastewater treatment plant solids handling upgrades.

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

Update Summary: Consultant Engineer under contract for design. Construction contract awarded.

<u>City Attorney</u>	<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>
				In Progress

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 is complete and operational. WTP system replacement planned for winter 2015/2016.

<u>City Attorney</u>	<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>
				In Progress

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>City Attorney</u>	<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>
				Not Started



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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>City Attorney</u>	<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>
	Complete-14			

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>City Attorney</u>	<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>
				In Progress

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>City Attorney</u>	<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>
	Complete-13			



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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>City Attorney</u>	<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>
	Complete-14			

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>City Attorney</u>	<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>
	Complete-14			

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>City Attorney</u>	<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>
	Complete-14			



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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

Update Summary: A consulting firm will be hired to conduct a fuel feasibility study on the City of Richland's fleet in 2016. The review will include the City's acquisitions, disposals, maintenance and fuel use. The study will also address the Jun 1, 2018 deadline for all local government agencies that must use biofuels or electricity, to the extent practicable, to operate publicly owned vehicles.

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

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.

<u>City Attorney</u>	<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>
	Complete-14			

2 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:

<u>City Attorney</u>	<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>
				Complete-13



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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

Update Summary:

<u>City Attorney</u>	<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>
				Complete-13

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. Suspended effort pending future disposal planning.

<u>City Attorney</u>	<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>
				In Progress

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>City Attorney</u>	<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>
				Complete-14

2 4 5 Complete environmental review and permitting for landfill expansion.

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

Update Summary: Permit application submitted in May 2015.

<u>City Attorney</u>	<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>
				In Progress



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

2 4 6 Secure landfill expansion permit by November 2016.

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

Update Summary: Review of permit application is underway.

<u>City Attorney</u>	<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>
				In Progress

2 4 7 Complete detailed solid waste disposal alternatives evaluation.

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started

2 4 8 Review and adjust solid waste collection and disposal programs to align with disposal decisions.

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started

2 4 9 Complete final engineering and contract for construction of selected solid waste disposal alternative.

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

Update Summary:

<u>City Attorney</u>	<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>
				Not Started



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		In Progress		
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		In Progress		
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-13	
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017)

City of Richland Strategic Plan

2015 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. Discussions have taken place in the past relative to a long term partnership to further revitalize the Island View area.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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 City has worked with TRIDEC to bring "Zoomprospector" online as the primary site for real estate inquiries. The City has also worked collaboratively to bring the Community Indicators site (<http://www.bentonfranklintrends.ewu.edu/>) online. This site provides current information on a wide range of statistics that will support marketing and other outreach efforts.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-15	
	<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 number of mobile food vendors are operating in John Dam Plaza and throughout the City including a permanent vendor in the Public Library. Staff promotes and provides support to a number of recreation and educational programs aimed at serving the young professional demographic.

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



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-15	
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-14	
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				In Progress
	<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

2015 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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-14	
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		Complete-15		
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		Complete-15		
	<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.



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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 was completed in October 2015. The rail loop was constructed by Central Washington Corn Processors (CWCP). 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 (CWCP), an infrastructure agreement with (CWCP), and a mineral licensing agreement with American Rock Products. The construction of the rail was completed in two phases: construction of the rail bed completed the first phase, the installation of the rail track completing the second phase. CWCP obtained a right-of-way permit to connect their track to the city's track. The first Unit Train utilizing the new Rail Loop rolled through Richland on November 5th.

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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



(2013-2017)

City of Richland Strategic Plan

2015 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: General Services Administration (GSA) continues to work with City staff to sell this property. Delays have resulted from a number of complications in the federal property disposal process. Staff has expanded communication within GSA to include both the disposal side and asset management side of GSA. We expect to acquire the property in early 2016.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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. A three-way land exchange is underway involving COR, CBC and GSA. The CBC property is in escrow. A mutual understanding is in-place for the GSA property. The exchange will be complete commensurate with the Swift Corridor: City Hall draft project schedule.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				In Progress
	<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 currently constructing three food service establishments on the property the City sold him north of City Hall. Dupus Boomers Restaurant, Taco Time and Jimmy Johns. Kadlec has begun construction on the build-out of the hospital tower and on the parking structure as well. Staff continues to work to acquire federal government sites to convert them to City or other locally focused uses. Staff has identified a strategy to replace Fire Station 71, and make the existing site available for private development.

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



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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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Not Started	
	<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: The City Hall project revenue is included in the draft 2016 City Budget at a level to support debt service obligations for a new, 40,000 sf facility with a 25 year payoff. The current schedule anticipates project completion in the summer of 2018.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				In Progress
	<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. A stage will begin in 2015 and be ready for use in 2016. Columbia Playfield has been improved with additional parking and a fifth competitive field is under development. Improvements and facility management changes have been made to promote swimming at the Howard Amon Swim Dock making the Lee Dock safer for boaters and creating a lively atmosphere at an appropriate location for swimmers. There will be an estimated 108 days with a cruise boat in port at the Lee Blvd dock. The City performed significant shoreline maintenance in Columbia Point, opening up the shoreline to recreational users.

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



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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 and ensuing groundwater monitoring will occur over a two to three year period. City staff is defining a Scope of Services with Shannon & Wilson to commence work on this next phase, scheduled to begin August 2015.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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: The Department of Ecology shifted working directly with responsible Uptown property owners for the PCE contamination.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-15	
	<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 is waiting on the results of the Waterfront 2040 Plan to determine next steps. Time restricted parking is now in place at the Library, RCC, Columbia Point Marina, Columbia Playfield, Uptown Shopping Center, and John Dam Plaza.

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



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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 waiting on the results of the 2040 Waterfront Plan to determine next steps.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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>City Attorney</u>	<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>
				Complete-13

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: Adoption of the Island View Subarea Plan allows for redevelopment in the Richland Wye and, depending on the proposals brought forward by non-city developers, could eliminate unnecessary right-of-ways.

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



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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 changes in staffing, work on this goal has been postponed.

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

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. Project design deferred due to higher priority road improvement projects.

<u>City Attorney</u>	<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>
				In Progress

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



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

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

4 3 4 Develop increased opportunities for cross collaboration between PNPL, 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 PNPL are both engaged in collaborative projects such as start-up weekend.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-14	
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-13	
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



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4 4 Support the development of the Energy Park through collaboration with other participants.

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 ongoing as DOE prepares the transfer of federal land north of Richland for economic development.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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: Approximately 1,641 acres of land was transferred from DOE to TRIDEC on September 30, 2015. The City of Richland and the Port of Benton are currently working with TRIDEC to transfer the acreage to local jurisdictions by the end of 2015.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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 changes.

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



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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. Negotiations are underway for potential, additional property near Badger Mountain.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-13
	<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: Work was suspended on this project in light of the proposed land trade that would have put a significant portion of the ridgelines in South Richland into City ownership.

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



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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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			In Progress	
	<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 in 2016.

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



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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. A shoreline management plan for a portion of Columbia River shoreline in Columbia Point was submitted and approved by the Planning Commission and has been submitted to the Washington State Department of Ecology and the Corps of Engineers.

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

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

5 3 Protect and enhance the City's water resources.



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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 cancelled per Council direction after public outreach process. Another group of 5-6 projects is being implemented using Department of Ecology grant. Construction scheduled for 2016.

<u>City Attorney</u>	<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>
				In Progress

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. 2015 budget includes project for Jason Lee Elementary School and park. A former drinking water well was converted for irrigation use at Claybell Park also serving a new, adjacent residential subdivision.

<u>City Attorney</u>	<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>
				In Progress

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>City Attorney</u>	<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>
				Not Started



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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: 2015 Capital Improvement Program includes well construction project. Engineering work planned to begin late 2015. Design work is underway

<u>City Attorney</u>	<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>
				In Progress

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>City Attorney</u>	<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>
				Not Started



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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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-13
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-14
	<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 are working together with the National Park Service.

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



(2013-2017)

City of Richland Strategic Plan

2015 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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-14	
	<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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Complete-13	
	<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 NFL flag football league located at Columbia Point Marina Park, testing "bubble sports" concept, developed a youth tennis program, installed pickleball courts, paddle boarding, Minecraft computer programming in association with a local Montessori School, added the City of West Richland to the Tri Cities Geocoin Challenge.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-13
	<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 2015 was held with over 640 participants, an increase of over 20% from 2014.

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



(2013-2017)

City of Richland Strategic Plan

2015 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. Enhanced public image due to professional staff in the Marketing and Communications Office.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Ongoing
	<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: Management of the existing City art collection and prioritizing the work of the Arts Commission consistent with municipal code and the strategic plan were priorities up to mid-year.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-14
	<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. The 2040 Waterfront Plan will include streetscape and gateway elements.

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



(2013-2017)

City of Richland Strategic Plan

2015 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. The 2040 Waterfront Plan will include streetscape and gateway elements.

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-13
	<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 senior oriented playground is not included in the 5 year park, trail and open space plan.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-15
	<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 has been added as of June, 2014.

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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. Roofing has been replaced

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-15
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

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 and the parking lot has been overlaid with asphalt grindings.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-14
	<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 was installed in 2015.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Complete-15
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017)

City of Richland Strategic Plan

2015 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 continues to work 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. The City Attorney's Office is currently in the process of hiring an attorney/consultant to overhaul the RMC in areas of code enforcement to remove ambiguity, ensure consistency, and create a better-integrated code compliance system. The goal is to bring proposed changes to the RMC to Council for review and approval before the end of 2015, if not sooner. The City Attorney's Office has a first draft of proposed changes to the RMC in areas of code enforcement to remove ambiguity, ensure consistency, and create a better-integrated code compliance system. The first draft has been delivered to affected departments and the Code Board Council Liaison for review, and a review team consisting of the City Attorney and other select directors will convene in 2016 to review the proposed edits and present a recommended final draft ordinance to Council for approval. This is an ongoing effort.

<u>City Attorney</u> Complete-14	<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> Complete-14	<u>Public Works</u>

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.

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
		Complete-15		
	<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 2016 funding for basketball facilities in Craighill Park.

<u>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
				Ongoing
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017)

City of Richland Strategic Plan 2015 End-of-Year Update

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>City Attorney</u>	<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>
			Complete-15	

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>City Attorney</u>	<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>
			Complete-13	

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>City Attorney</u>	<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>
			Complete-13	



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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

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.

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

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.

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

7 2 Create non-motorized connectivity features that link neighborhoods, civic facilities, employment centers, parks, and commercial centers.



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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. Phase I of the Vantage Highway trail will be complete this year.

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

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

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. Plan completion scheduled for first quarter of 2016.

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

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



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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: Phase 1 of project from Hanford Legacy Park to Robertson Drive construction expected in 2016.

<u>City Attorney</u>	<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>
				In Progress

7 2 6 Review and consider a "complete streets" planning policy by December 2015.

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

Update Summary: Work deferred to 2016.

<u>City Attorney</u>	<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>
				Not Started

7 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>City Attorney</u>	<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>
			Complete-14	



(2013-2017)

City of Richland Strategic Plan

2015 End-of-Year Update

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: **2016**

Update Summary: A revised and rescaled Rental Inspection program has been developed and will be considered for presentation to Council in 2016.

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

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>City Attorney</u>	<u>Administrative Services</u>	<u>Assistant City Manager</u>	<u>Community and Development Services</u>	<u>Parks and Public Facilities</u>
			Obsolete	
	<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>City Attorney</u>	<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>
				Complete-14



EXPANDED PROGRAMS

City of Richland
EXPANDED PROGRAM REQUESTS
For Budget Year 2016
Total Proposed for All Funds by Priority

FUND	PRIORITY										TOTAL
	1	2	3	4	5	6	7	8	9	10	
GENERAL FUND	\$ 113,332	\$ 217,408	\$ 28,771	\$ -	\$ 10,000	\$ 9,336	\$ 9,889	\$ -	\$ -	\$ -	\$ 388,736
STREETS FUND	-	-	1,866	-	-	-	-	-	-	-	1,866
CRIMINAL JUSTICE STAX FUND	-	66,663	113,915	-	-	-	-	-	-	-	180,578
EQUIPMENT MAINTENANCE FUND	50,000	-	-	-	-	-	-	-	-	-	50,000
MEDICAL SERVICES FUND	18,362	6,000	-	-	-	-	-	-	-	-	24,362
ELECTRIC FUND	197,517	187,640	107,974	-	-	-	-	-	-	-	493,131
WATER FUND	28,704	5,540	14,928	10,500	-	-	-	-	6,000	-	65,672
WASTEWATER FUND	18,858	2,866	11,818	-	-	-	-	-	-	-	33,542
SOLID WASTE FUND	2,258	3,655	4,976	-	25,000	30,000	30,000	10,000	-	10,000	115,889
STORMWATER FUND	2,582	345	6,842	-	-	-	-	-	-	-	9,769
TOTALS	\$ 431,613	\$ 490,117	\$ 291,090	\$ 10,500	\$ 35,000	\$ 39,336	\$ 39,889	\$ 10,000	\$ 6,000	\$ 10,000	\$ 1,363,545

City of Richland
EXPANDED PROGRAM REQUESTS
DETAIL LISTING
For Budget Year 2016

Fund	Department	Division	GL Acct	Priority #	KEY #	GOAL #	REQ TYPE	COST ALLOC.	Requested 2016	Recommend or Budgeted 01/01/16	Ongoing	Detail Description
Electric Utility	Energy Services	Electrical Engineering	401 502 XXXXXX XXXX	1	1	5	EXP	No	\$ 162,100	\$ 155,494	X	Hire 1.0 FTE - Electrical Engineering Supervisor position to supervise the engineering technicians and engineers.
Equipment Maintenance	Administrative Services	Equipment Maintenance	502 214 648680 4117	1	1	2	EXP	No	50,000	50,000		Hire Consultant to complete a Fleet Study. To include acquisitions, disposal, maintenance and fuel
General Fund	Assistant City Manager	Information Technology	001 213 51888x XXXX	1	1	4	EXP	Yes	128,311	129,922	X	Hire 1.0 FTE - I.T. Applications position for the SharePoint administration
General Fund	Community & Development Services	Development Services	001 301 508820 XXXX	1	1	2	EXP	No	62,544	-	X	Increase 0.45 FTE to make a support position to be full-time and be reclassified as a Clerical Assistant I
Medical Services General Fund	Fire Services	Fire Services	407 121 526200 XXXX 001 120 521200 XXXX	1	1	6	EXP	No	20,237 20,237	18,316 18,316	X	Increase 0.30 FTE to make a support position to be full-time to assist with the additional workload that is required
General Fund	Parks & Public Facilities	Library	001 303 XXXXXX XXXX	1	1	2	CPP	No	45,000	45,000	X	Increase library material budget to support ongoing growth, inflation and electronic materials (option decreases 0.50 FTE position)
General Fund	Police Services	Police	001 130 518887 4902	1	1	4	EXP	No	4,995	4,995	X	Licensing agreement for Adventos Assurance Silver Pkg - 80 hours of consulting services for Office 365 and SharePoint online PD solution
Water Utility	Public Works	Water Maintenance	402 413 534500 4XXX	1	1	2	EXP	No	21,570	9,570	2016 & 2017	Train & certify water staff to meet WSDOH water system certification requirements enacted on 1/1/14
Electric Utility	Energy Services	Power Operations	401 50X XXXXXX XXXX	2	2	1	EXP	No	150,000	180,630		Increase overtime labor to complete the CIP projects instead of hiring outside labor to keep up with demands.
General Fund	Administrative Services	Finance	001 211 514230 4117	2	1	1	EXP	Yes	60,000	60,000		Hire Consultant to update the cost allocation program and develop long-term methods
General Fund	Assistant City Manager	Communications & Marketing	001 111 XXXXXX XXXX	2	1	2	EXP	Yes	3,928	3,928		Purchase a high quality camera body and lens to support low light photography
General Fund	Community & Development Services	Development Services	001 301 558600 4117	2	7	1	EXP	No	85,600	85,600	2016, as needed	Provide funding for temporary building inspector to keep up with anticipated workloads
Medical Services General Fund	Fire Services	Fire Services	407 121 526200 XXXX 001 120 521200 XXXX	2	1	6	EXP	No	6,000 74,000	6,000 74,000		Grant match to fund replacement of Fire and EMS apparatus Mobile Data Terminals (MDT)
General Fund	Parks & Public Facilities	Facilities	001 900 597000 5521 503 215 594480 6405	2	6	3	CPP	No	11,450	11,450		Purchase new trailer to pull mowers and a walk behind mower
Criminal Justice Sales Tax	Police Services	Criminal Justice Sales Tax/Police	117 131 521235 XXXX	2	7	1	EXP	No	65,939	65,939	X	Internet Crimes Against Children Task Force (ICAC) program - purchase equipment, vehicle and provide ongoing training
Water Utility	Public Works	Water Operations	402 412 534800 4XXX	2	1	2	EXP	No	7,570	2,570	X	Train & certify water staff to meet WSDOH water system certification requirements enacted on 1/1/14
Electric Utility	Energy Services	Business Services	401 501 XXXXXX XXXX	3	1	5	EXP	No	102,200	107,974	X	Hire 1.0 FTE - Administrative position to provide complex administrative assistance and office coordination
General Fund	Administrative Services	Finance	001 211 514230 4117	3	2	1	EXP	Yes	50,000	-		Hire Consultant to assist in the development and implementation of Budgeting for Outcomes program that can be used city-wide
General Fund	Parks & Public Facilities	Facilities	001 900 597000 5521 503 215 594480 6405	3	6	3	EXP	No	7,000	7,000		Purchase broom attachment for existing Bobcat Toolcat 5600
Criminal Justice Sales Tax	Police Services	Police	117 131 521220 XXXX	3	1	4	EXP	No	113,915	113,915	X	Hire 1.0 FTE - Police Officer specifically for public safety specifically outlined in the Criminal Justice Sales Tax strategic plan
Public Works Admin & Eng	Public Works	PW Admin & Eng	505 450 538910 XXXX	3	1	4	EXP	Yes	64,207	62,201		Hire 1-year limited-term GIS/CADD Technician to enhance the quality and data available citywide in the PW GIS system.
Electric Utility	Energy Services	Power Operations	401 50X XXXXXX XXXX	4	2	1	EXP	No	200,000	-	X	Hire contracting service for work force "Dock Crew" needed to complete CIP projects and maintain the pace of growth
General Fund	Police Services	Police	001 130 521300 XXXX	4	1	4	EXP	No	49,275	-	X	Increase 0.50 FTE to make Crime Prevention Specialist position a full-time position. Reclassify 0.50 FTE for Support Specialist for this position
Water Utility	Public Works	Water Maintenance	402 413 534500 6414	4	2	2	CPP	No	10,500	10,500		Purchase diamond wire guillotine saw to cut pipe with less excavation required and a safer method than current practice
Electric Utility	Energy Services	Electrical Engineering	401 503 XXXXXX XXXX	5	1	2	CPP	No	318,750	-		Purchase and install 850 LED heads and photocells for the rental lights installed on customer property. This would be consistent with the City's new lighting standards
General Fund	Police Services	Police	001 130 521210 3501	5	1	4	EXP	No	10,000	10,000	X	Upgrade interview room recording system
Solid Waste Utility	Public Works	Solid Waste Disposal	404 433 537820 4117	5	5	2	EXP	No	25,000	25,000	2016 & 2017	Contract with USDA Wildlife services to provide bird management program at the landfill working face and surrounding area
Solid Waste Utility	Public Works	Solid Waste Administration	404 431 537100 4117	6	2	2	EXP	No	30,000	30,000		Hire Consultant to provide a Solid Waste Rate Study
General Fund	Police Services	Police	001 130 518887 3583	6	1	4	EXP	No	9,336	9,336	X	Purchase iWorQ software for Code Enforcement reporting and case management

**City of Richland
EXPANDED PROGRAM REQUESTS
DETAIL LISTING
For Budget Year 2016**

Fund	Department	Division	GL Acct	Priority #	KEY #	GOAL #	REQ TYPE	COST ALLOC.	Requested 2016	Recommend or Budgeted 01/01/16	Ongoing	Detail Description
Solid Waste Utility	Public Works	Solid Waste Disposal	404 433 537820 4911	7	5	2	EXP	No	30,000	30,000	2016 & 2017	Contract for the grinding and crushing service for large tree stumps or concrete/rock received
General Fund	Police Services	Police	001 130 521233 3501	7	1	4	EXP	No	9,889	9,889		Purchase suppressors for rifles carried by Tri-City Regional SWAT team
Solid Waste Utility	Public Works	Solid Waste Disposal	404 XXX XXXXXX XXXX	8	5	2	CPP	No	10,000	10,000		Purchase a truck dolley for use in pulling the grinder, resulting in less than 50 miles/year
Water Utility	Public Works	Water Maintenance	402 413 534500 6414	9	2	2	EXP	No	6,000	6,000		Purchase battery operated lights for reservoir inspection and cleaning
Solid Waste Utility	Public Works	Solid Waste Disposal	404 431 597000 5537	10	2	2	CPP	No	10,000	10,000		Purchase mobile air compressor
TOTAL - ALL FUNDS									\$ 2,035,553	\$ 1,363,545		





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 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 at least a six-year view of the 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 2016 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 2016 has identified a key element and goal 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 2016 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 under the "Administrative Services", "Budget & Finance" tab.

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 and goal 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 2016-2030 Capital Improvement Plan includes the 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 2016 – 2030 Capital Improvement Plan:

The 2016-2030 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 2016 projects require keys and goals that are directly tied to the City's Strategic Plan. Several of the 2016 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 2016 is \$22,403,470. Funding was identified and budgeted in the amount of \$21,562,470 for 49 projects, one project listed with an unfunded amount of \$841,000. Staff will continue to work to identify the remaining funding throughout 2016. 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.





FUND DETAIL



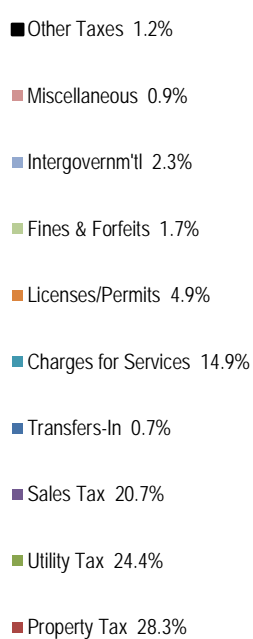
GENERAL FUND

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.

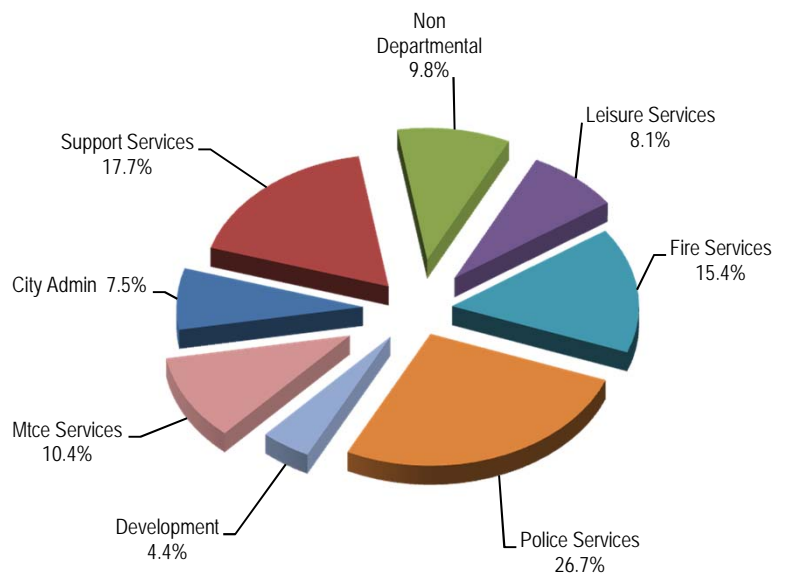
GENERAL FUND 001

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 47,697,981	\$ 49,431,931	\$ 49,598,402
Current Expenditures	(47,279,613)	(47,922,726)	(48,059,916)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	418,368	1,509,205	1,538,486
Non-Current Revenues	401,010	313,275	313,275
Non-Current Expenditures	(574,807)	-	-
Capital Outlay	(309,425)	(28,867)	(402,867)
Expanded Programs	-	-	(388,736)
Approved CIP Projects/Purchases	-	(548,000)	(217,029)
Current Revenue Over (Under) All Expenditures	(64,854)	1,245,613	843,129
Beginning Fund Balance	64,854	-	34,885
Ending Fund Balance (Reserves)	-	1,245,613	878,014
Budgeted Reserves- Ending Fund Balance			
Unassigned Fund Balance	-	1,245,613	878,014
Other Reserves	-	-	-
Total	\$ -	\$ 1,245,613	\$ 878,014

Revenues

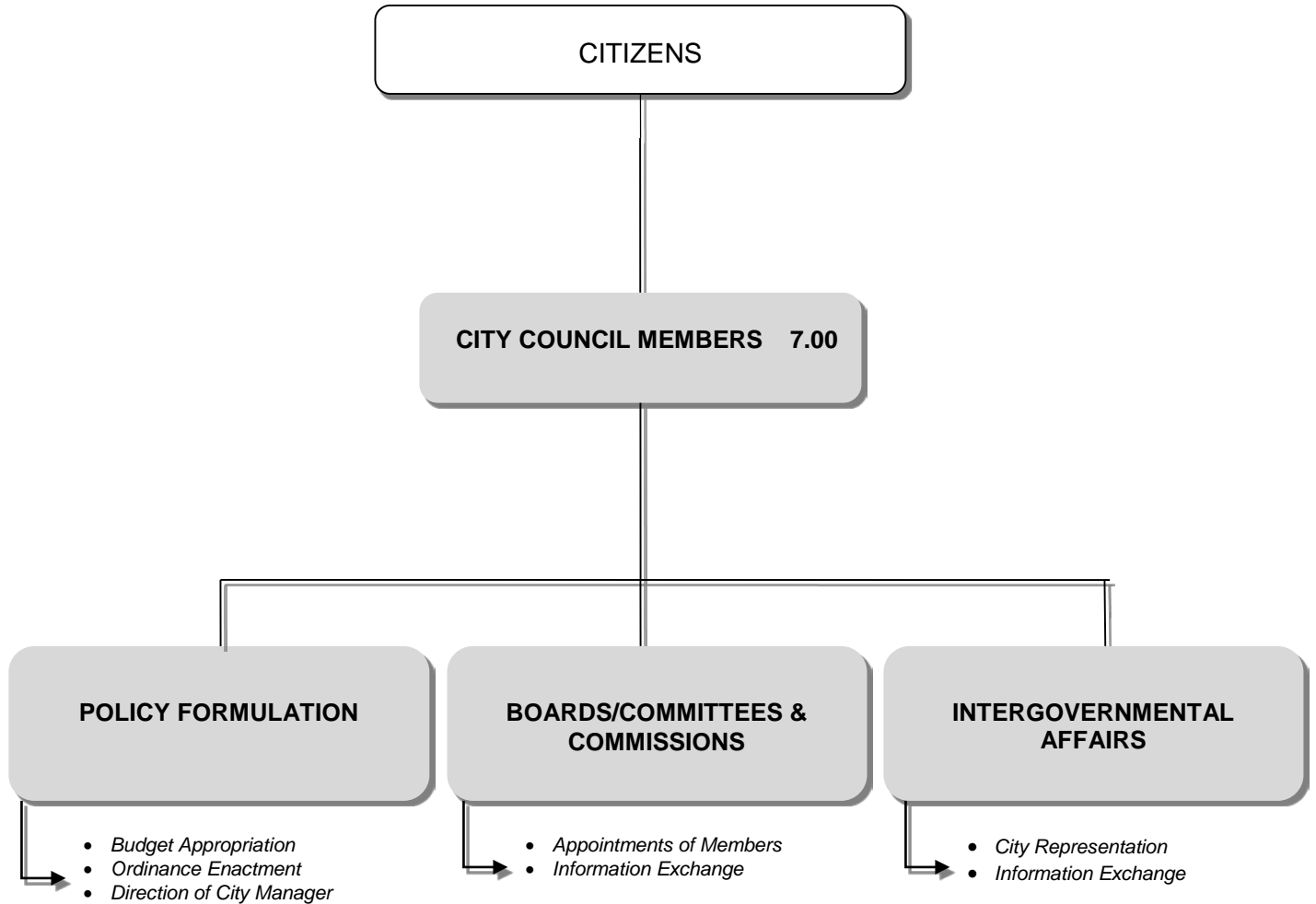


Expenditures by Activity



**City Administration
CITY COUNCIL**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 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	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Citizen satisfaction rating as good to excellent with the job the City is doing in planning for the future	69%	67%	68%	68%

**City Administration
City Council**

Personnel Summary

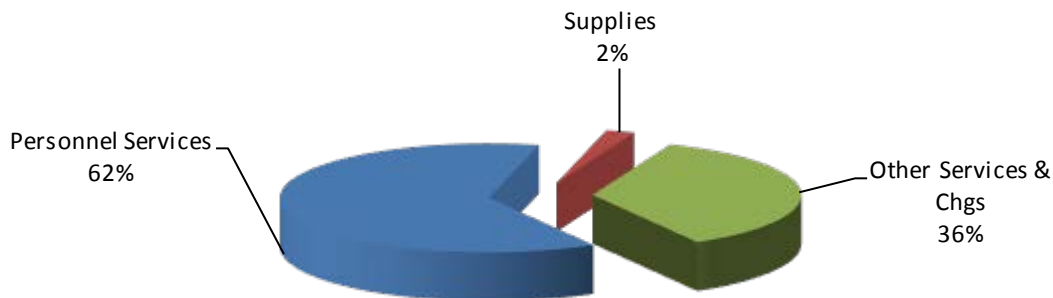
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2017 Budget
Full Time Positions					
Council Members*	7.00	7.00	7.00	7.00	7.00
Total Full-Time Positions:	7.00	7.00	7.00	7.00	7.00

*Including Mayor and Mayor Pro-Tem

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 109,710	\$ 114,131	\$ 114,131	\$ 115,053	\$ 115,053
Supplies	2,852	4,000	4,000	4,100	4,100
Other Services & Chgs	58,353	65,731	65,731	65,852	65,852
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 170,915	\$ 183,862	\$ 183,862	\$ 185,005	\$ 185,005
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 170,915	\$ 183,862	\$ 183,862	\$ 185,005	\$ 185,005

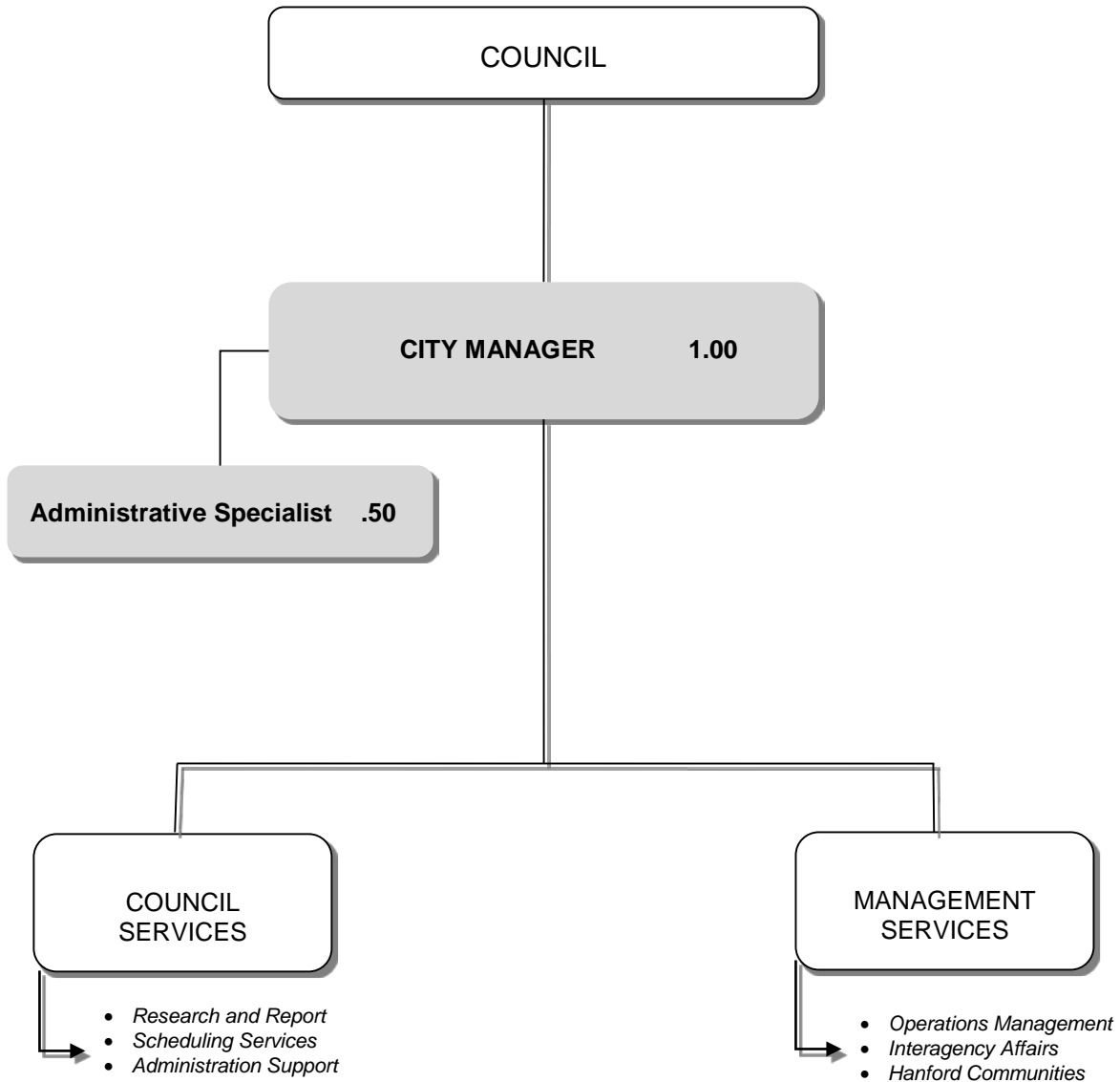
2016 Budget





**City Administration
CITY MANAGER**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Percentage of residents saying they are getting good to excellent value for their money’s worth for City services and facilities	86%	86%	86%	86%
Employee satisfaction rating	N/A	N/A	N/A	N/A
Number of citizen request management system cases submitted	819	817	953	863

**N/A: Indicates either new measurement or a survey had not been conducted that year.*

**City Administration
City Manager**

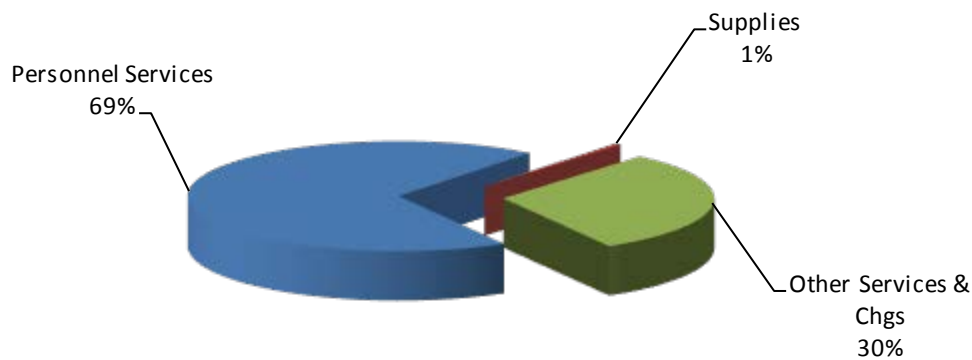
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Total Full-Time Positions:	1.50	1.50	1.50	1.50	1.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 298,051	\$ 301,307	\$ 301,307	\$ 313,466	\$ 313,466
Supplies	1,723	2,300	2,300	2,300	2,300
Other Services & Chgs	49,652	139,573	151,726	138,409	138,409
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 349,426	\$ 443,180	\$ 455,333	\$ 454,175	\$ 454,175
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 349,426	\$ 443,180	\$ 455,333	\$ 454,175	\$ 454,175

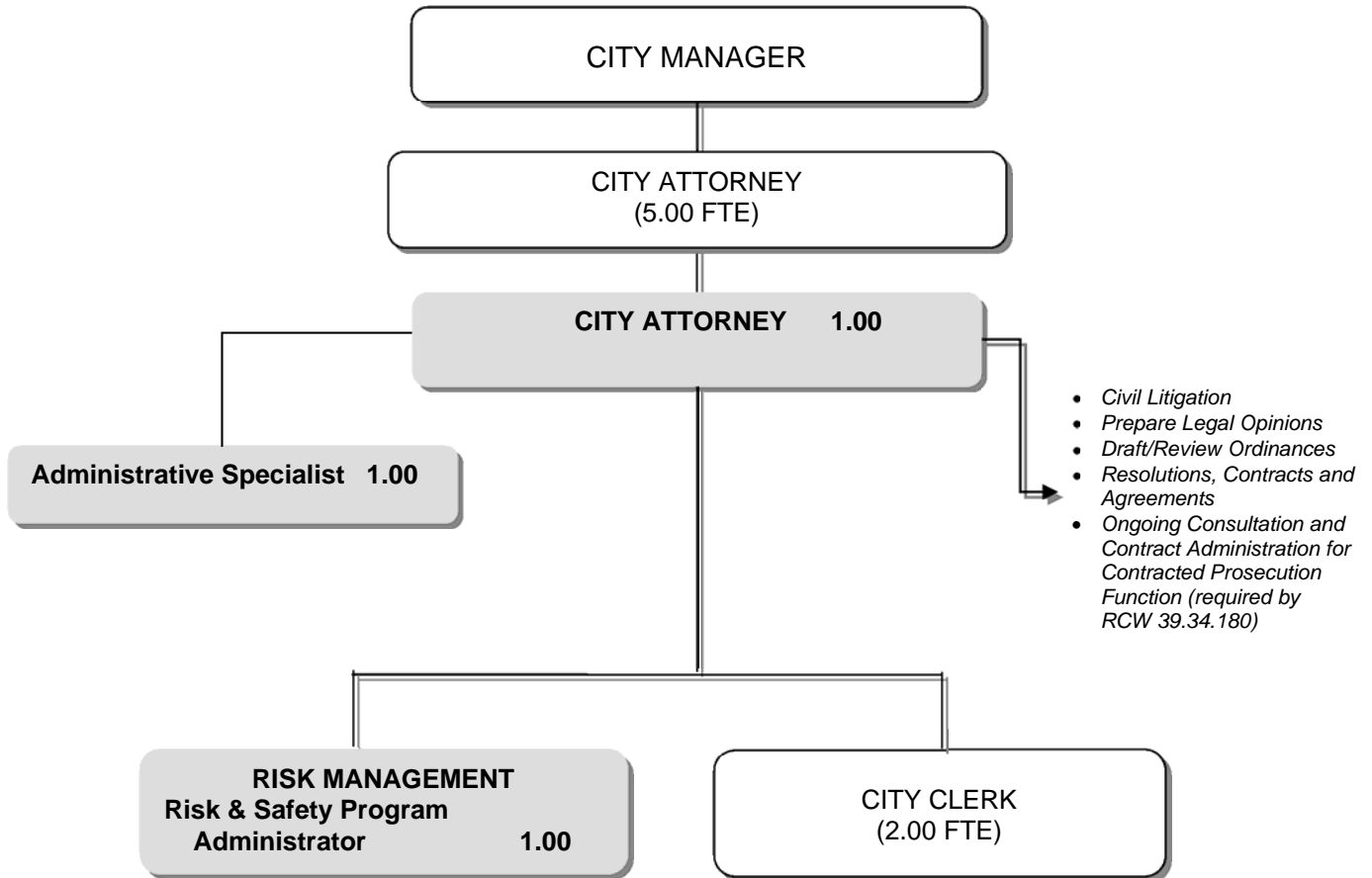
2016 Budget





**City Administration
CITY ATTORNEY**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Legal Services cost per hour City of Richland Outside counsel (<i>Average Hourly Rate</i>)	\$330	\$298	\$314 \$342	\$321 \$352
Average cost per hour for civil legal services	\$216	\$178	\$191	\$196
Average cost per case for criminal prosecution	\$110	\$119	\$124	\$122
Criminal cases filed	2,139	2,105	2,060	2,129

City Administration City Attorney

Personnel Summary

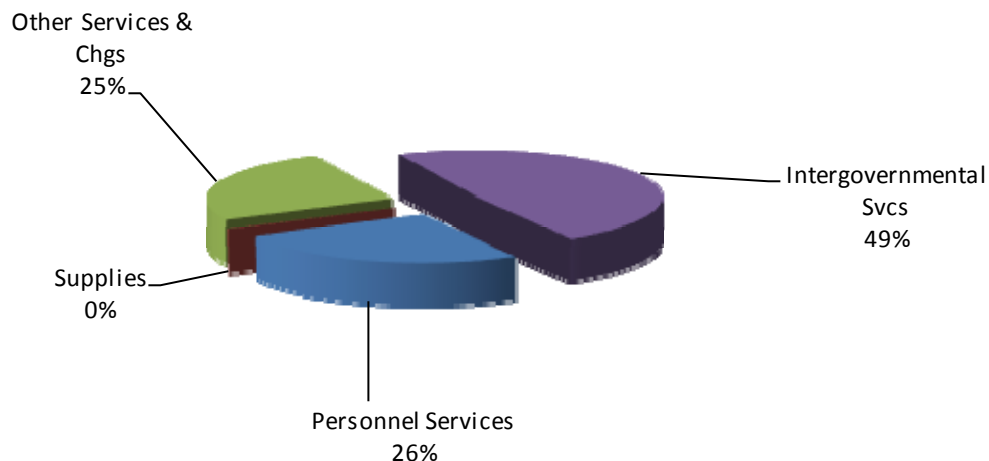
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
City Attorney	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Risk & Safety Program Administrator*	0.00	0.00	0.00	1.00	1.00
Legal Assistant	1.00	1.00	0.00	0.00	0.00
Total Full-Time Positions:	3.00	3.00	2.00	3.00	3.00

*Risk & Safety Program Administrator position transferred from Administrative Services Department

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 267,876	\$ 273,270	\$ 273,270	\$ 406,932	\$ 406,932
Supplies	2,285	1,360	1,360	2,115	2,115
Other Services & Chgs	360,878	396,342	396,342	400,069	400,069
Intergovernmental Svcs	685,091	741,600	741,600	763,848	763,848
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 1,316,130	\$ 1,412,572	\$ 1,412,572	\$ 1,572,964	\$ 1,572,964
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,316,130	\$ 1,412,572	\$ 1,412,572	\$ 1,572,964	\$ 1,572,964

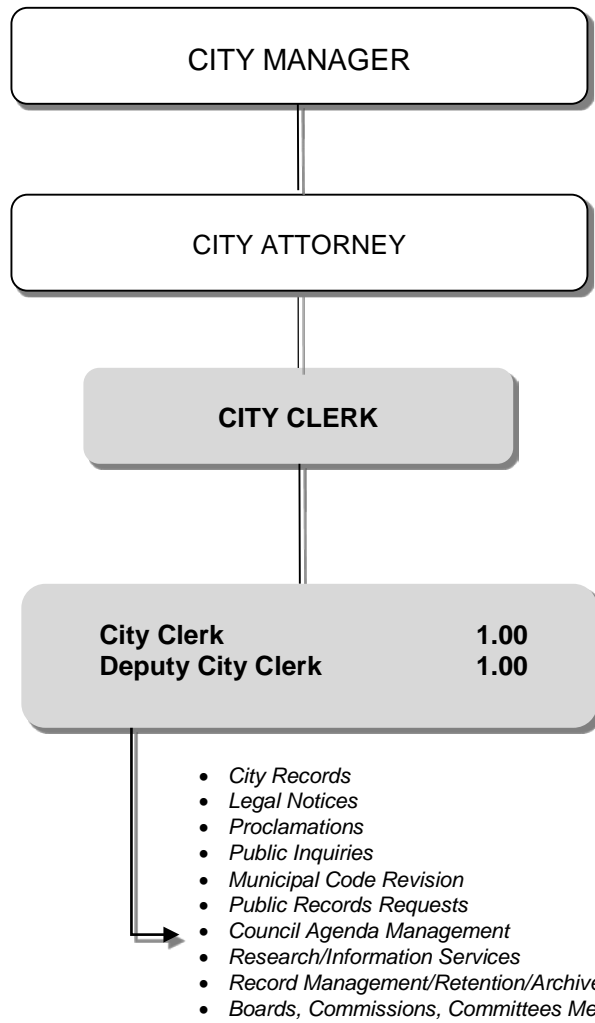
2016 Budget





**City Administration
City Attorney
CITY CLERK DIVISION**

2016 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 City Clerk’s Office provides public record requests, member management for the City’s various Boards, Commissions, and Committees, and facilitates communication and information-sharing with staff, the public and City Council.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Percentage of Council minutes completed and on next agenda	100%	100%	100%	100%
Number of Boards/Commissions/ Committees vacancies filled	41	36	39	36
Number of claims for damages received	62	45	48	52
Number of incidents received	28	33	22	28
Number of public record requests received	324	300	362	329
Average number of days to fulfill public record requests	6.1	6.6	8.0	7.0

**City Administration
City Attorney
City Clerk Division**

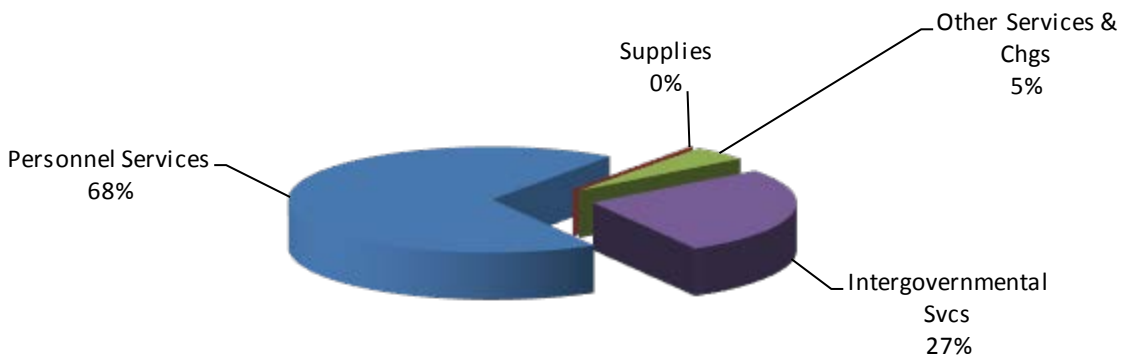
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Total Full-Time Positions:	2.00	2.00	2.00	2.00	2.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 214,644	\$ 213,274	\$ 213,274	\$ 216,715	\$ 216,715
Supplies	289	800	800	800	800
Other Services & Chgs	10,691	15,581	15,581	14,501	14,501
Intergovernmental Svcs	65,687	78,000	78,000	86,000	86,000
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 291,311	\$ 307,655	\$ 307,655	\$ 318,016	\$ 318,016
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 291,311	\$ 307,655	\$ 307,655	\$ 318,016	\$ 318,016

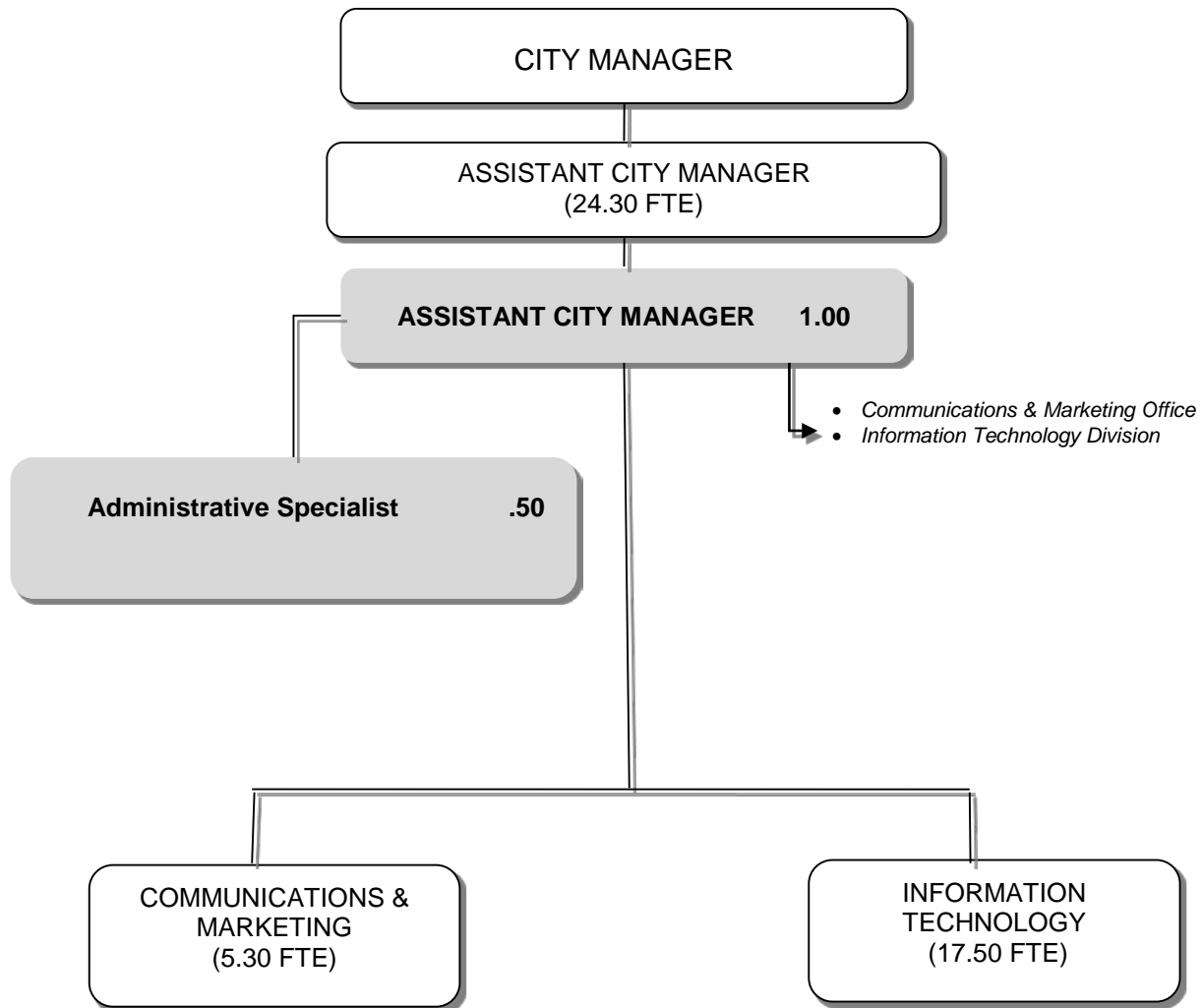
2016 Budget





**City Administration
ASSISTANT CITY MANAGER**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

**City Administration
Assistant City Manager**

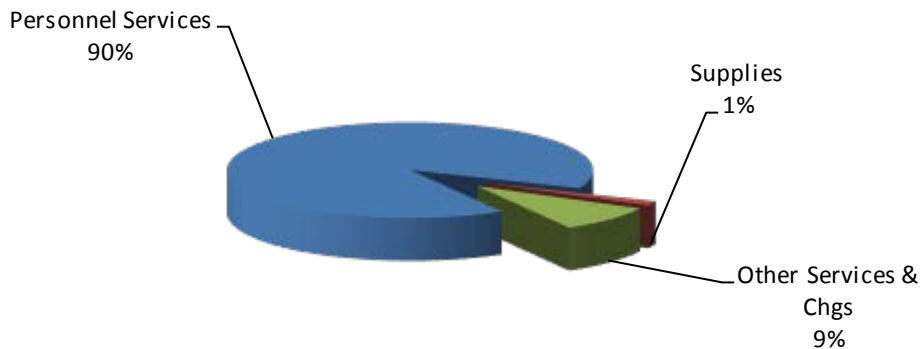
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Total Full-Time Positions:	1.50	1.50	1.50	1.50	1.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 226,771	\$ 234,178	\$ 234,178	\$ 240,488	\$ 240,488
Supplies	13,633	18,500	18,500	4,000	4,000
Other Services & Chgs	14,058	22,282	22,282	24,040	24,040
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 254,462	\$ 274,960	\$ 274,960	\$ 268,528	\$ 268,528
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 254,462	\$ 274,960	\$ 274,960	\$ 268,528	\$ 268,528

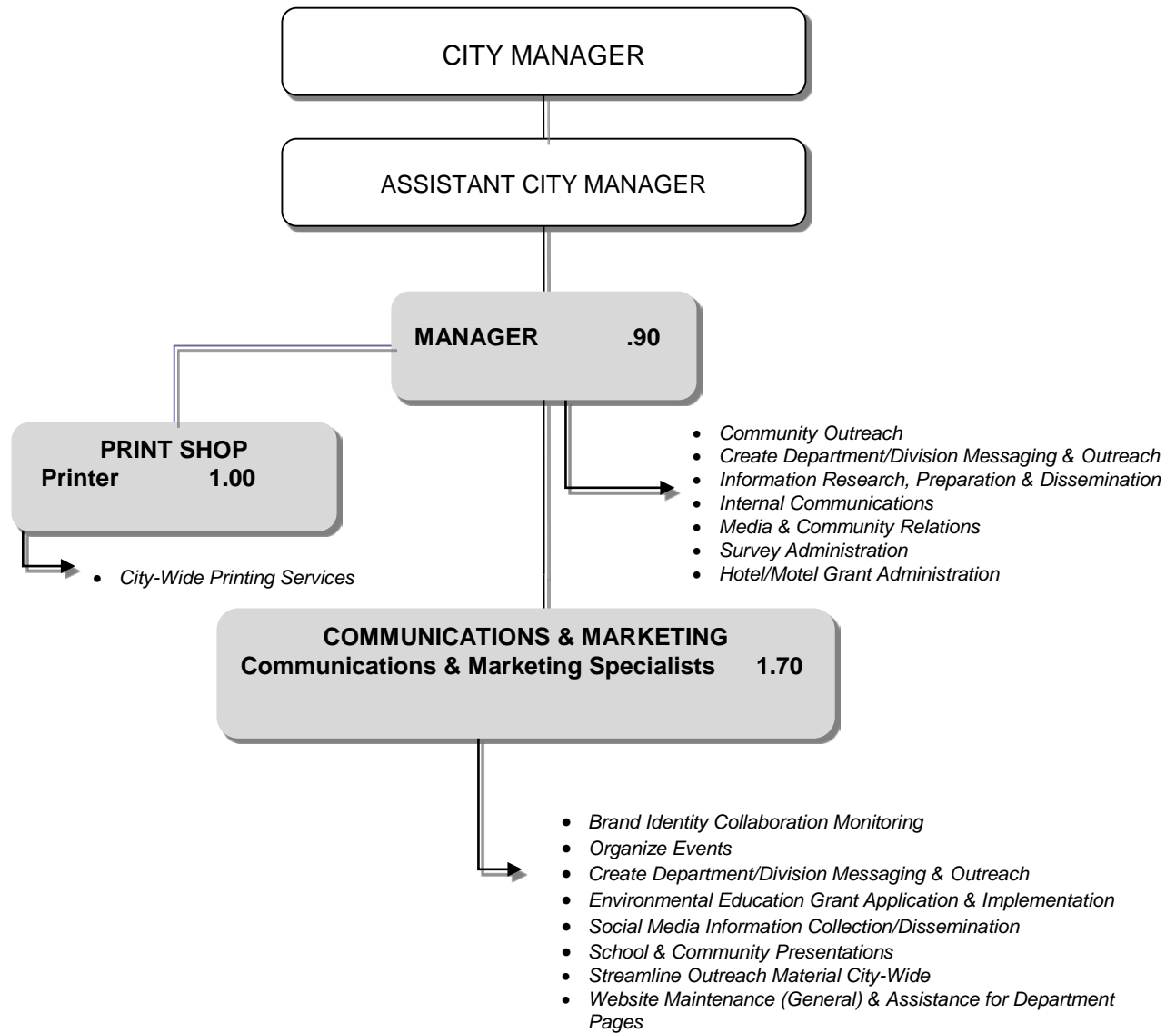
2016 Budget





**City Administration
Assistant City Manager
COMMUNICATIONS & MARKETING DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Percentage of citizens considering themselves informed about City programs and services	96%	96%	96%	96%
Number of social media (Facebook, Twitter) followers	6,169	6,416	5,052	7,200
Print requests received*	626	549	500	450
Print copies processed annually*	1,351,301	1,109,225	1,475,000	1,500,000

** 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. In 2015, the Parks summer programs were printed in-house.*

**City Administration
Assistant City Manager
Communications & Marketing Division**

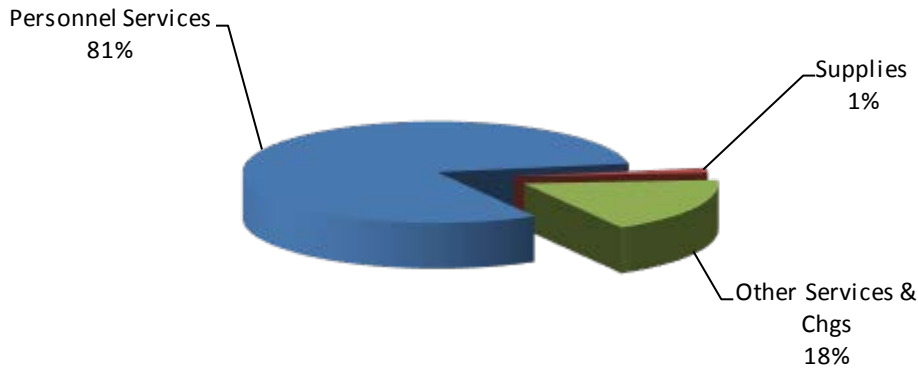
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Communications & Marketing Manager	0.90	0.90	0.90	0.90	0.90
Communications & Marketing Specialist	1.75	1.75	1.70	1.70	1.70
Printer	0.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	2.65	3.65	3.60	3.60	3.60

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 349,444	\$ 355,708	\$ 355,708	\$ 369,733	\$ 369,733
Supplies	2,371	3,250	3,250	3,250	7,178
Other Services & Chgs	60,443	66,156	66,156	81,582	81,582
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 412,258	\$ 425,114	\$ 425,114	\$ 454,565	\$ 458,493
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 412,258	\$ 425,114	\$ 425,114	\$ 454,565	\$ 458,493

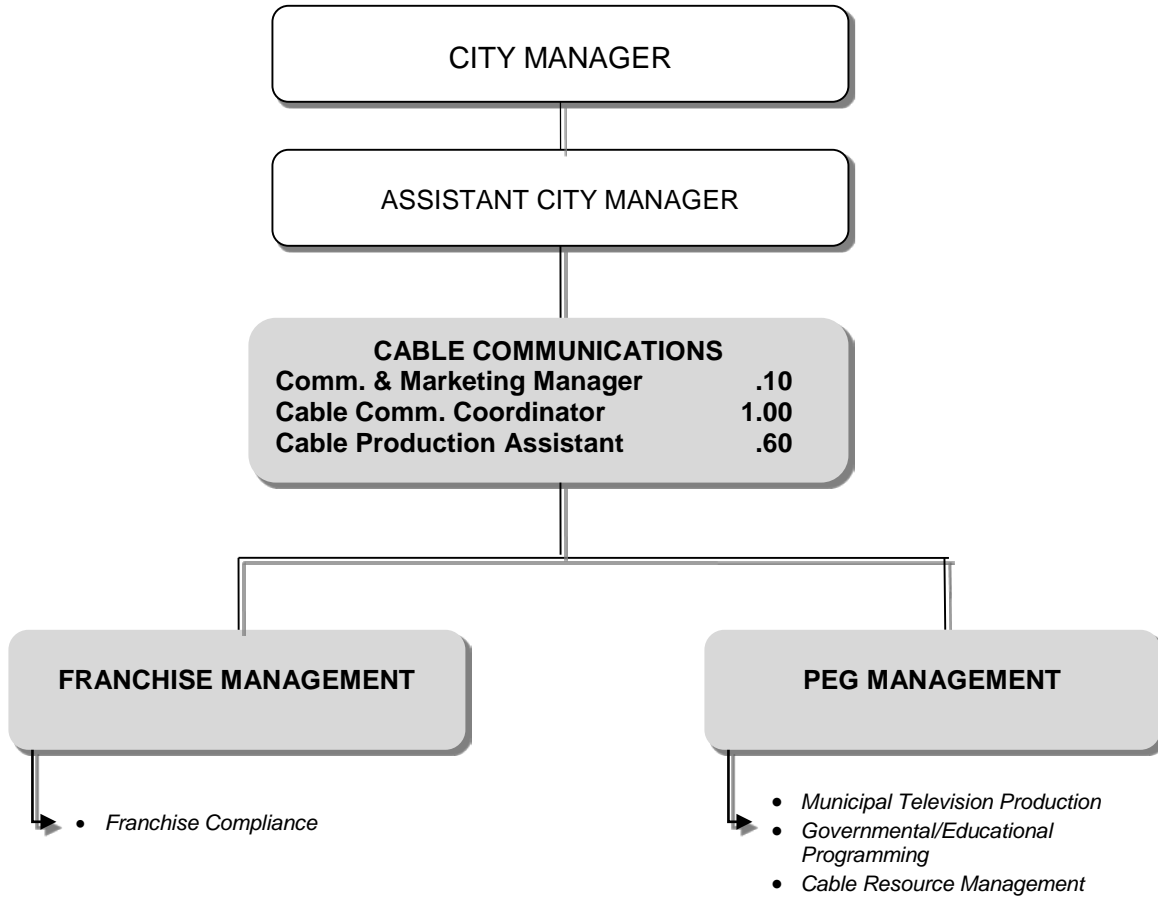
2016 Budget





**City Administration
Assistant City Manager
CABLE COMMUNICATIONS DIVISION**

2016 FUNCTIONAL CHART



**City Administration
Assistant City Manager
Cable Communication Division**

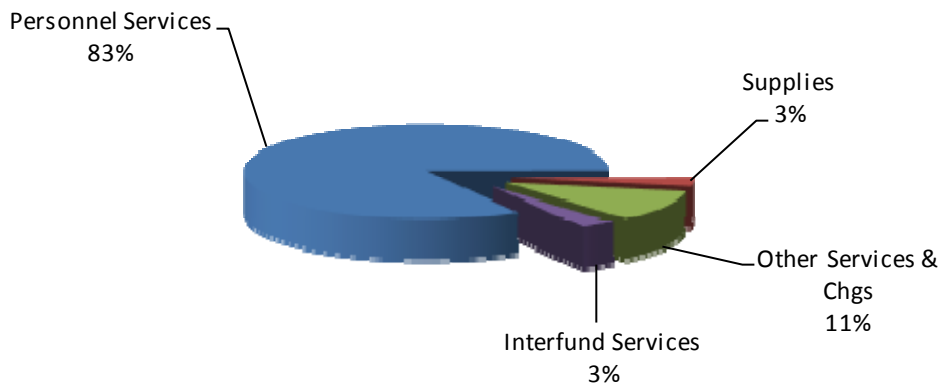
PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Total hours of public meetings televised on CityView, cable channel 192	106	108	115	112
Total number of original programs/PSAs televised on CityView, cable channel 192	85	79	85	84
Views of archived CityView programs	14,911	15,668	17,000	19,500
Number of CityView YouTube views	197,246	241,767	300,000	350,000

**City Administration
Assistant City Manager
Cable Communication Division**

Personnel Summary					
	2013	2014	2015	2016	2016
	Actual	Actual	Actual	Baseline	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
Total Full-Time Positions:	1.70	1.70	1.70	1.70	1.70

Budget Summary					
	2014	2015	2015	2016	2016
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 164,781	\$ 169,465	\$ 169,465	\$ 178,311	\$ 178,311
Supplies	4,935	6,550	6,550	6,550	6,550
Other Services & Chgs	31,974	22,728	29,897	22,728	22,728
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	8,920	8,688	8,688	6,750	6,750
Total Current Expense	\$ 210,610	\$ 207,431	\$ 214,600	\$ 214,339	\$ 214,339
Transfers	-	-	-	-	-
Capital Outlay	15,637	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 226,247	\$ 207,431	\$ 214,600	\$ 214,339	\$ 214,339

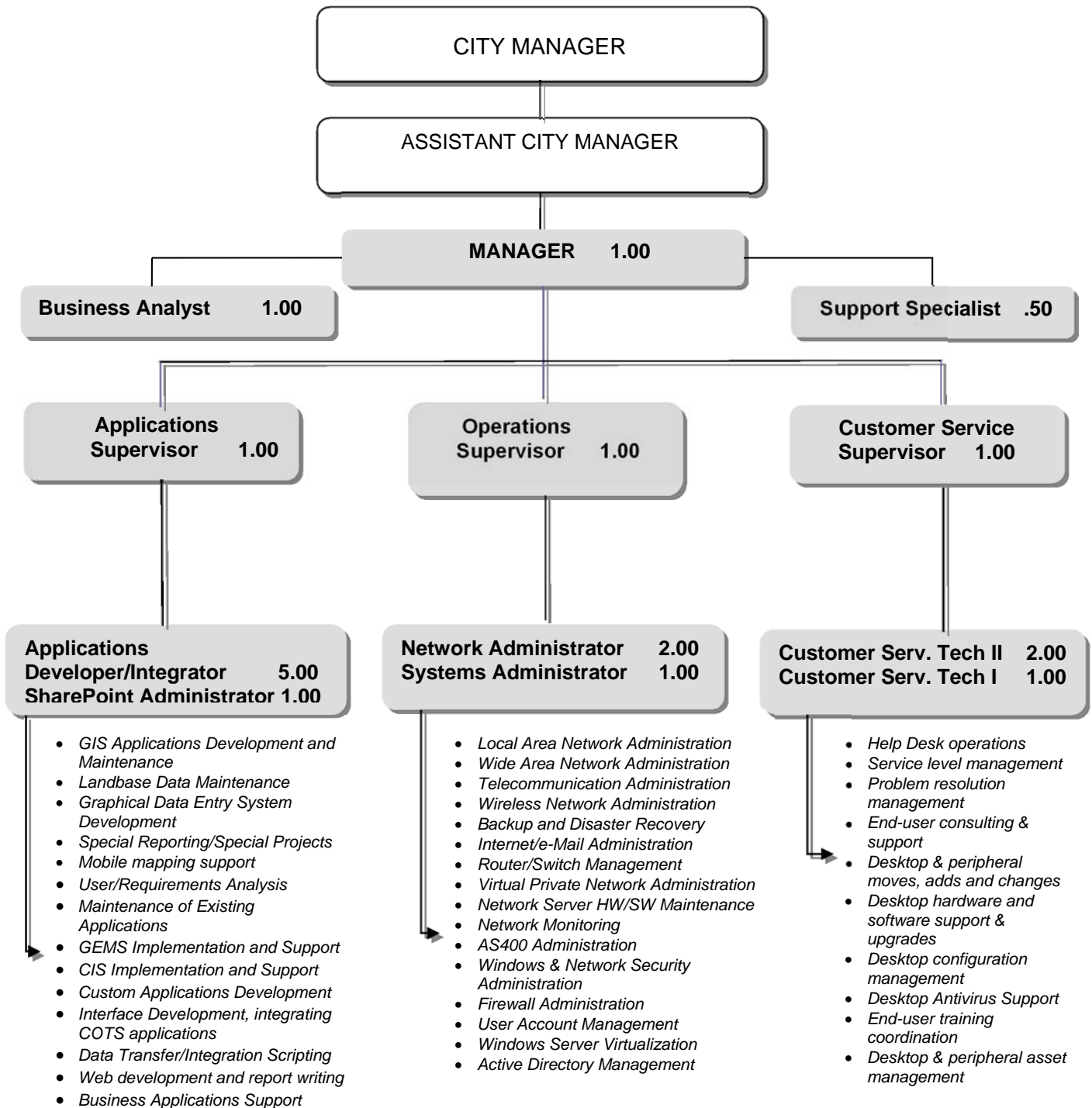
2016 Budget





**City Administration
Assistant City Manager
INFORMATION TECHNOLOGY DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Ratio of total workstations to total employees	96%	98%	98%	98%
Internal customer satisfaction with general IT services	90%	95%	95%	95%
Total number of workstations (includes desktop systems only)	494	493	493	493
Help desk trouble calls resolved per published service levels	2,900	2,600	2,600	2,600

**City Administration
Assistant City Manager
Information Technology Division**

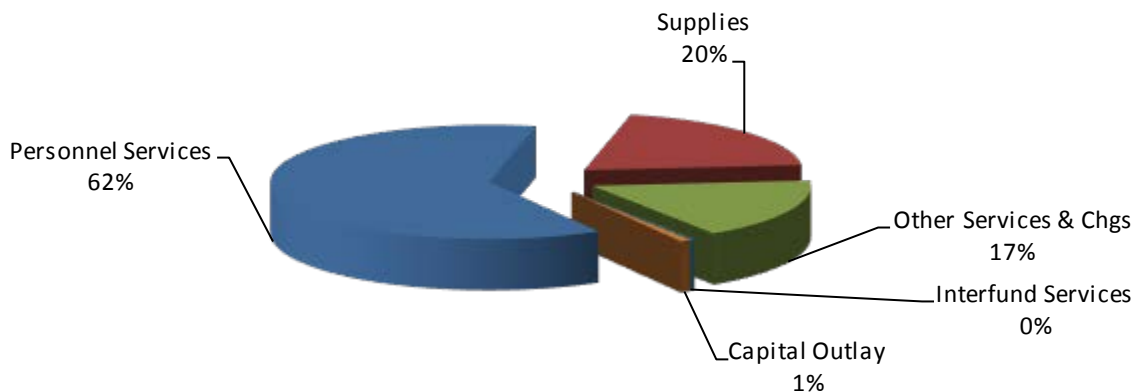
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	5.00	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 SharePoint Administrator	0.00	0.00	0.00	0.00	1.00
IT Business Analysts	2.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	16.50	16.50	16.50	16.50	17.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,918,287	\$ 2,075,894	\$ 2,075,894	\$ 2,172,122	\$ 2,296,144
Supplies	557,690	736,698	828,697	742,997	745,197
Other Services & Chgs	411,822	887,392	1,002,637	635,251	637,471
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	7,892	7,133	7,133	8,403	8,403
Total Current Expense	\$ 2,895,691	\$ 3,707,117	\$ 3,914,361	\$ 3,558,773	\$ 3,687,215
Transfers	-	-	-	-	-
Capital Outlay	299,634	-	542	28,867	28,867
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,195,325	\$ 3,707,117	\$ 3,914,903	\$ 3,587,640	\$ 3,716,082

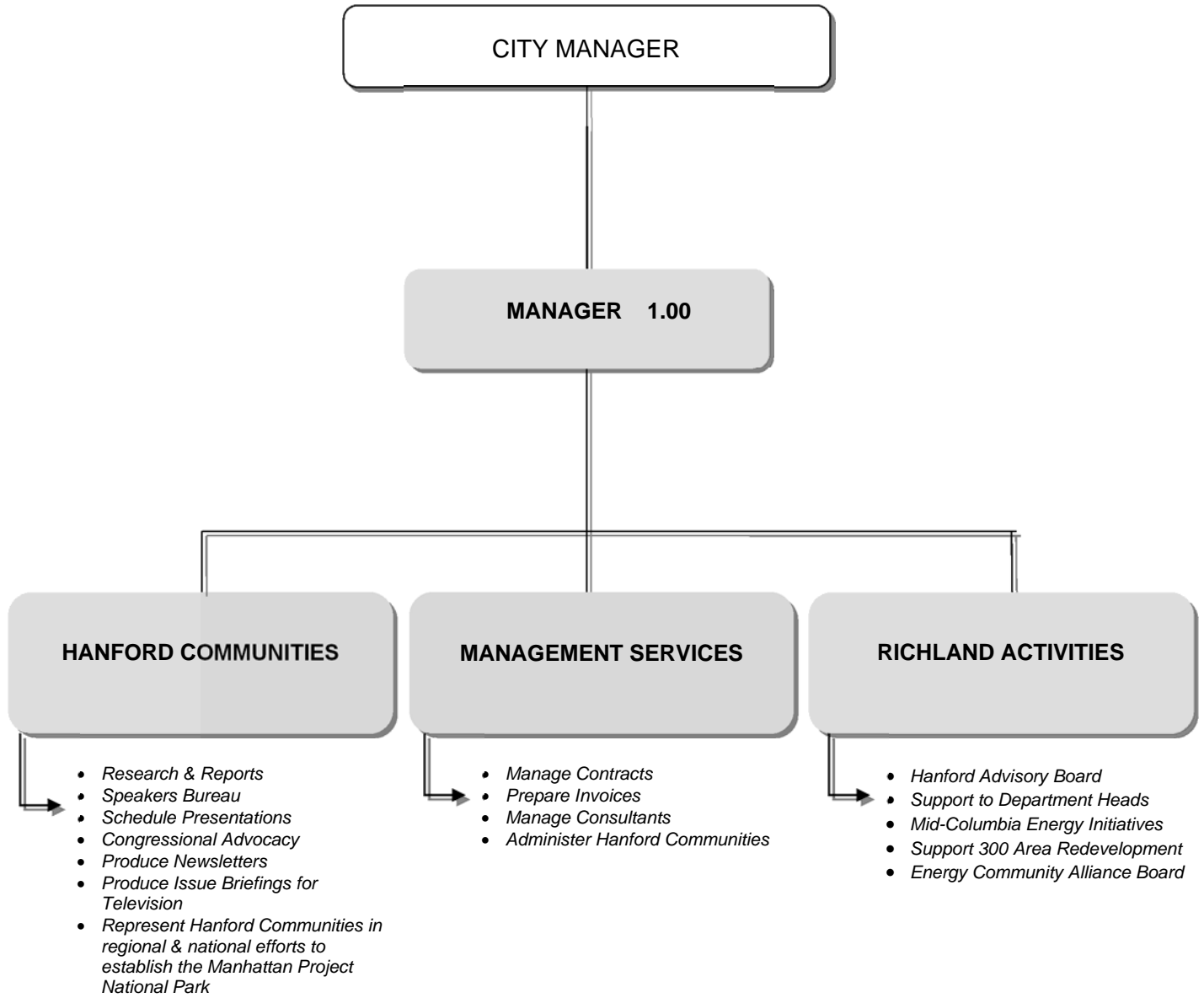
2016 Budget





**City Administration
City Manager
HANFORD COMMUNITIES DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Newsletter production	3	3	3	3
Video production	3	2	2	2
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**

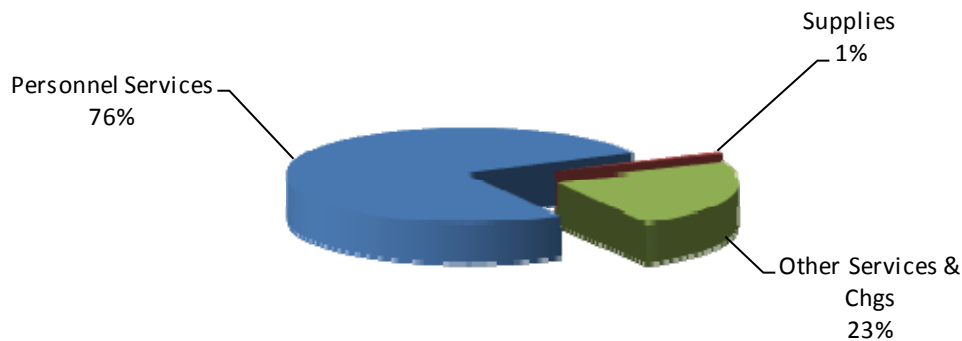
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Hanford Project Manager	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	1.00	1.00	1.00	1.00	1.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 159,618	\$ 161,663	\$ 161,663	\$ 167,817	\$ 167,817
Supplies	785	1,950	1,950	1,950	1,950
Other Services & Chgs	38,542	50,750	50,750	50,850	50,850
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 198,945	\$ 214,363	\$ 214,363	\$ 220,617	\$ 220,617
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 198,945	\$ 214,363	\$ 214,363	\$ 220,617	\$ 220,617

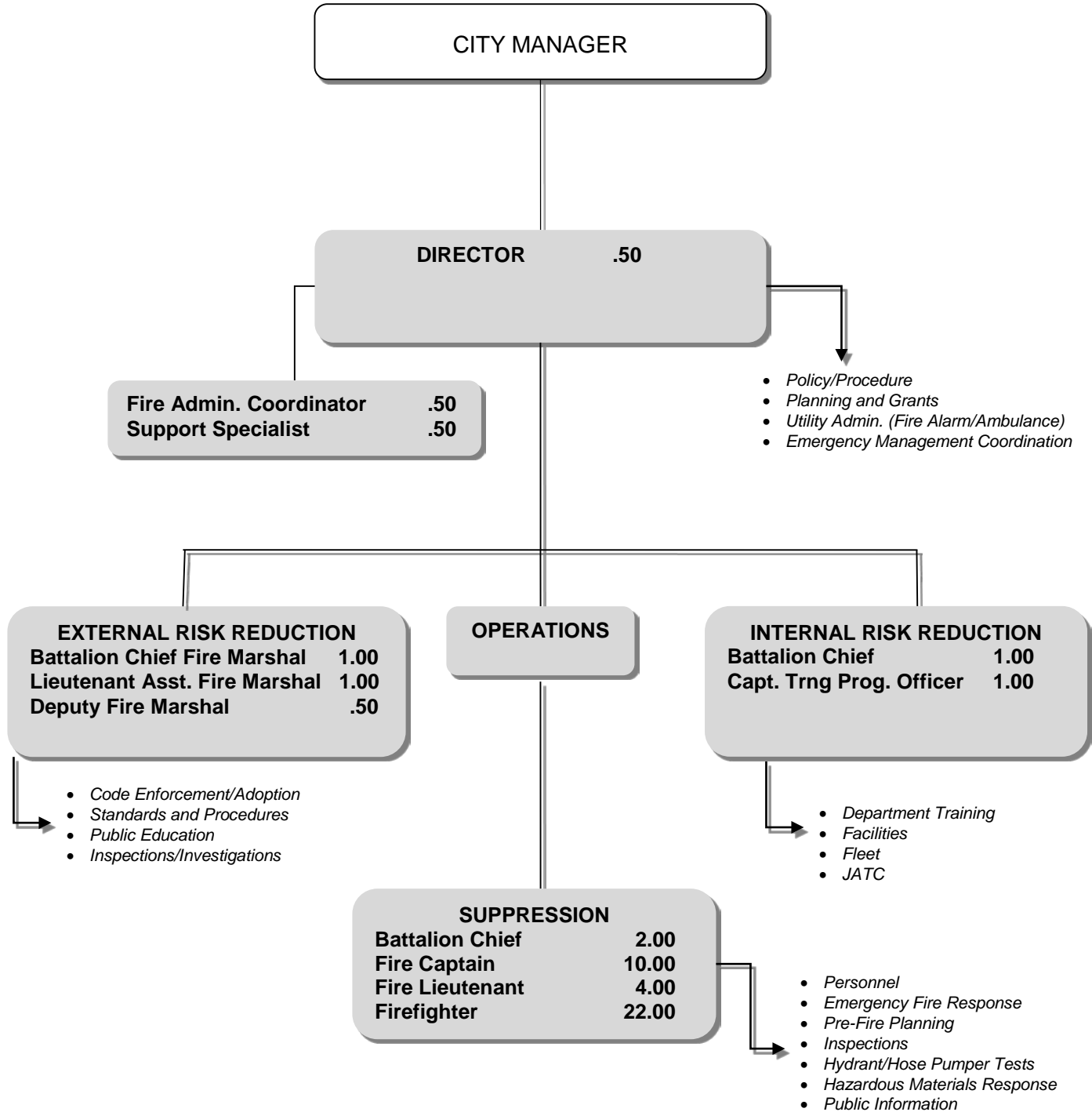
2016 Budget





**City Administration
FIRE SERVICES**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Percentage of residential fires confined to room or structure of origin	81%	93%	95%	95%
Square miles served per fire suppression station	14.08	14.18	10.63	10.63
Per capita expenditures	\$132.04	\$134.34	\$135.81	\$138.04
Fire incidents in the City	1,490	1,383	1,425	1,455
Percentage of Fire department's emergency incidents meeting turnout time standards	44.8%	41.2%	46.0%	48.0%
Percentage of Fire department's emergency incidents meeting response time standards for first arriving unit	56.0%	54.8%	58.0%	60.0%
Percentage of Fire department's emergency incidents meeting response time standards for first alarm completely filled	10.8%	11.0%	11.2%	11.2%

City Administration Fire Services

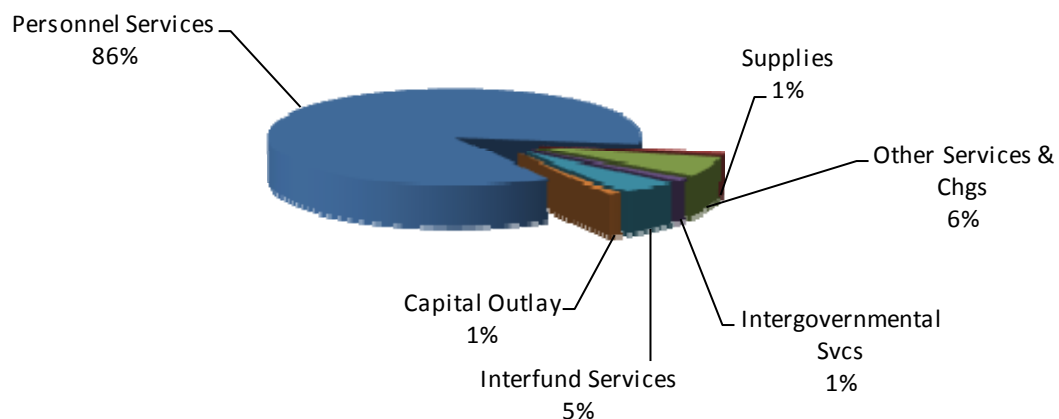
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	7.00	10.00	10.00	10.00
Lieutenant Assistant Fire Marshal	1.00	1.00	1.00	1.00	1.00
Fire Lieutenant	3.00	4.00	4.00	4.00	4.00
Firefighter	23.00	23.00	22.00	22.00	22.00
Fire Admin. Coordinator	0.50	0.50	0.50	0.50	0.50
Support Specialist	0.38	0.38	0.35	0.35	0.50
Deputy Fire Marshal	0.50	0.50	0.50	0.50	0.50
Total Full-Time Positions:	41.88	41.88	43.85	43.85	44.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 5,888,639	\$ 6,200,457	\$ 6,200,457	\$ 6,456,011	\$ 6,474,327
Supplies	54,068	66,365	66,365	68,540	68,540
Other Services & Chgs	449,639	449,675	449,675	459,584	465,532
Intergovernmental Svcs	76,017	81,512	81,512	85,269	85,269
Interfund Services	259,342	251,819	276,819	385,118	385,118
Total Current Expense	\$ 6,727,705	\$ 7,049,828	\$ 7,074,828	\$ 7,454,522	\$ 7,478,786
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	74,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 6,727,705	\$ 7,049,828	\$ 7,074,828	\$ 7,454,522	\$ 7,552,786

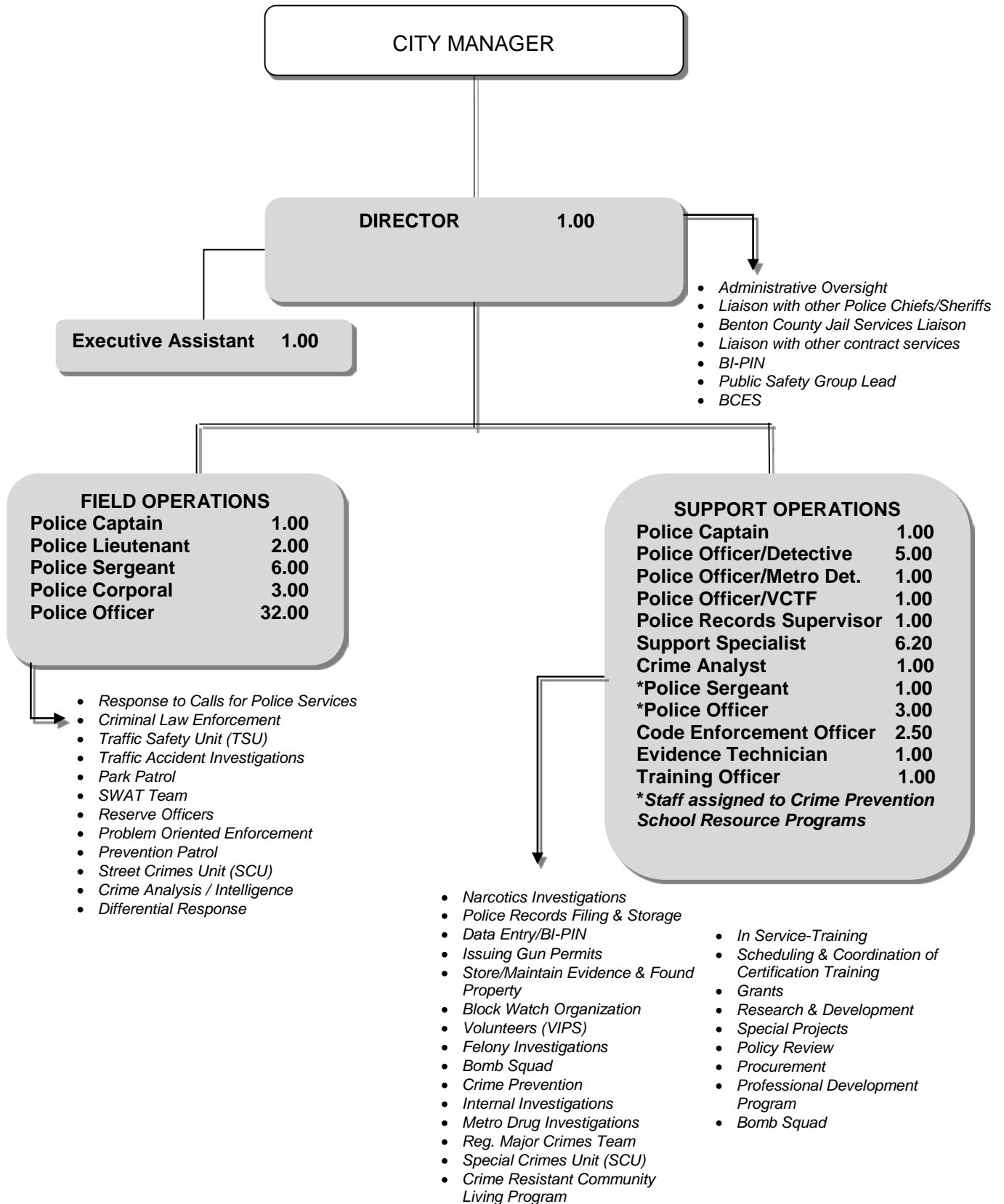
2016 Budget





**City Administration
POLICE SERVICES**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Requests for patrol services	26,327	27,526	27,000	27,000
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)	712	667	814	800
Number of nuisance violations cases	1,098	1,625	1,636	1,600
Code compliance – number of abatements	1	1	1	1

**City Administration
Police Services**

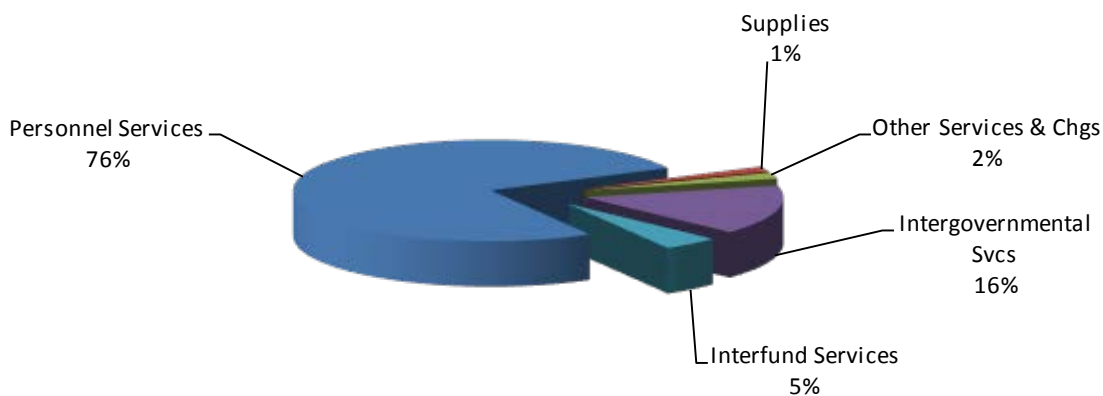
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Police Services Director	1.00	1.00	1.00	1.00	1.00
Police Captain	3.00	3.00	2.00	2.00	2.00
Police Lieutenant	0.00	0.00	2.00	2.00	2.00
Police Sergeant	8.00	8.00	7.00	7.00	6.00
Police Corporal	5.00	5.00	4.00	4.00	4.00
Police Officer/Detective	5.00	5.00	5.00	5.00	5.00
Police Officer/Metro Det.	0.00	0.00	1.00	1.00	1.00
Police Officer/VCTF	0.00	0.00	1.00	1.00	1.00
Police Officer	36.00	36.00	34.00	34.00	35.00
Training Officer	0.00	0.00	1.00	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	8.70	8.70	8.20
Code Enforcement	2.50	2.50	2.50	2.50	2.50
Total Full-Time Positions:	71.90	71.90	71.20	71.20	70.70

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 9,172,466	\$ 9,385,003	\$ 9,392,171	\$ 9,980,936	\$ 9,944,732
Supplies	174,004	198,953	242,876	179,690	208,916
Other Services & Chgs	268,302	266,121	277,411	254,881	259,876
Intergovernmental Svcs	2,048,686	2,182,565	2,182,565	2,061,826	2,061,826
Interfund Services	582,981	601,550	601,550	607,470	607,470
Total Current Expense	\$ 12,246,439	\$ 12,634,192	\$ 12,696,573	\$ 13,084,803	\$ 13,082,820
Transfers	-	-	-	-	-
Capital Outlay	18,720	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 12,265,159	\$ 12,634,192	\$ 12,696,573	\$ 13,084,803	\$ 13,082,820

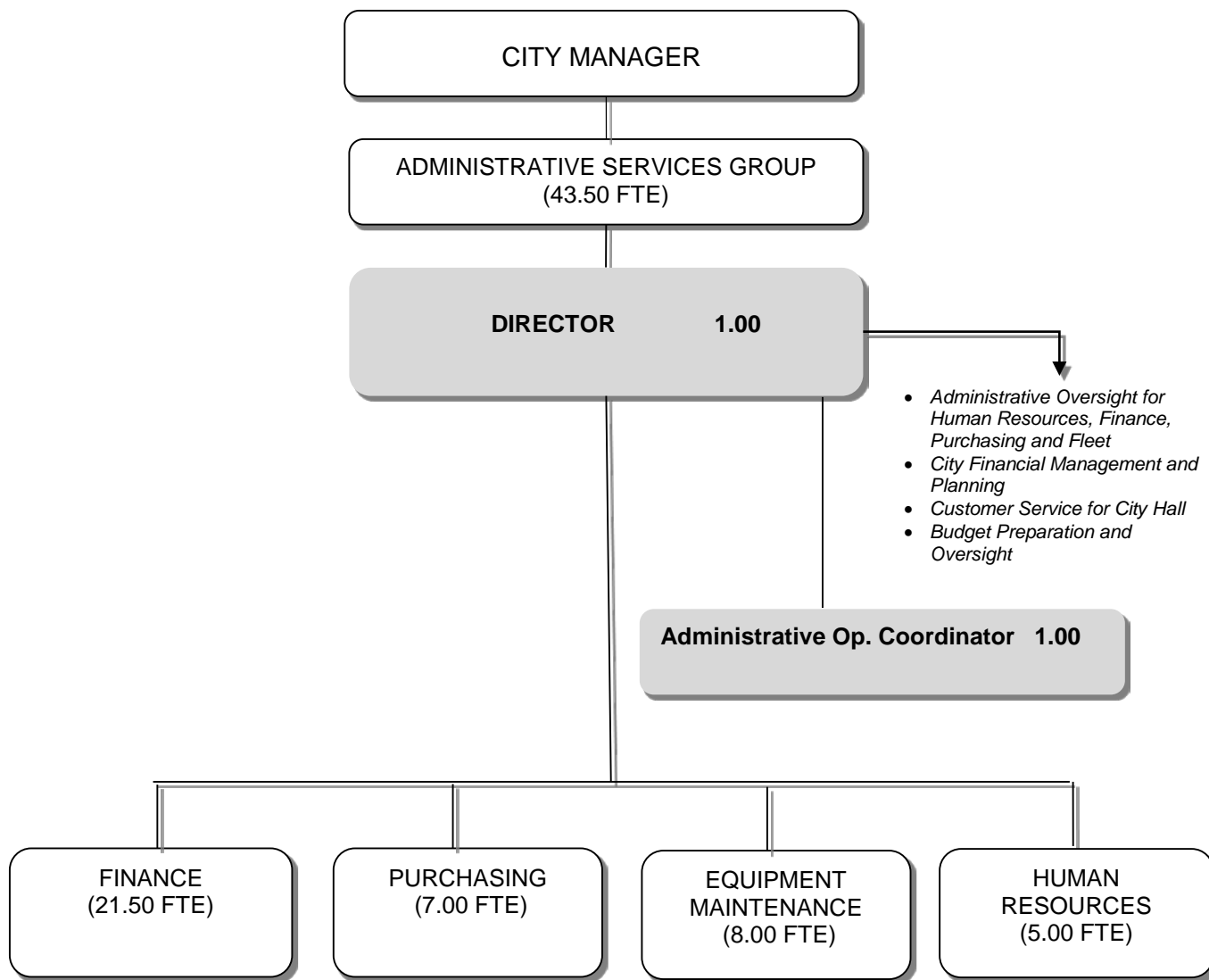
2016 Budget





Administrative Services Department ADMINISTRATION DIVISION

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Actual	2016 Projected
Standard & Poor Bond Rating	AA	AA	AA	AA

Administrative Services Department Administration Division

Personnel Summary

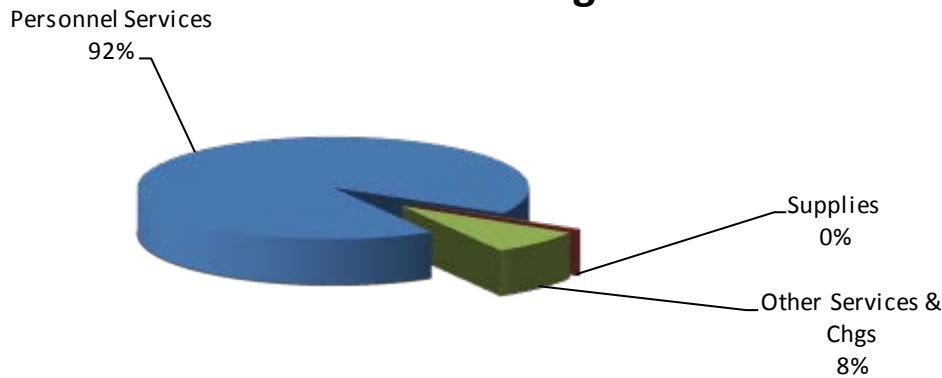
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Risk & Safety Program Administrator*	0.00	0.00	1.00	0.00	0.00
Administrative Operations Coordinator	1.00	1.00	1.00	1.00	1.00
Printer	1.00	0.00	0.00	0.00	0.00
Mail Clerk	1.00	0.00	0.00	0.00	0.00
Total Full-Time Positions:	4.00	2.00	3.00	2.00	2.00

*Risk & Safety Program Administrator position transferred to City Attorney's office

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 256,837	\$ 429,702	\$ 429,702	\$ 311,130	\$ 311,130
Supplies	621	750	2,695	1,450	1,450
Other Services & Chgs	3,578	6,532	24,587	27,200	26,921
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 261,036	\$ 436,984	\$ 456,984	\$ 339,780	\$ 339,501
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 261,036	\$ 436,984	\$ 456,984	\$ 339,780	\$ 339,501

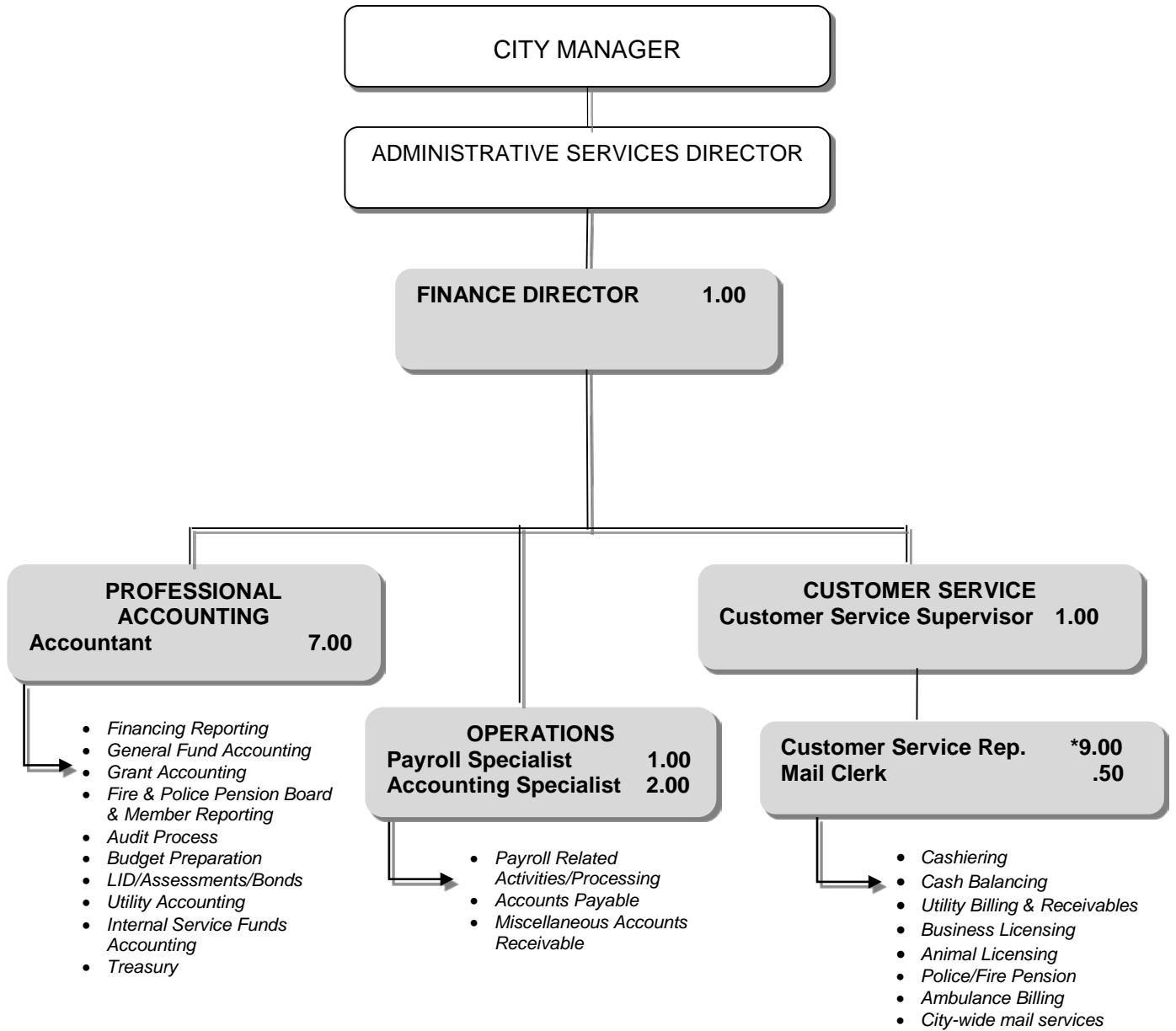
2016 Budget





**Administrative Services Department
FINANCE DIVISION**

2016 FUNCTIONAL CHART



*Customer Service Representative for Ambulance Billing (1.0 FTE) is budgeted in the Medical Services

**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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Investment pool return rate	1.19%	1.07%	0.89%	1.00%
Total general obligation debt per capita	\$797.30	\$881.46	\$907.19	\$857.47
Number of online payments received	45,755	52,500	56,700	61,500

Administrative Services Department Finance Division

Personnel Summary

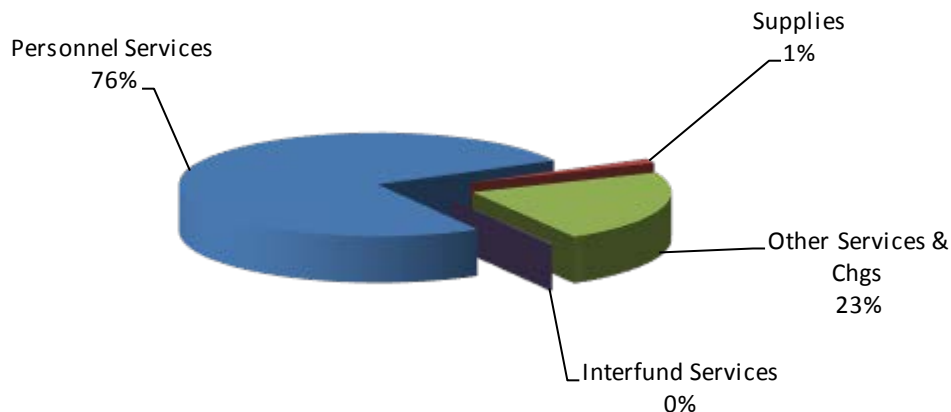
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Finance Director	1.00	1.00	1.00	1.00	1.00
Customer Service Supervisor	0.00	0.00	1.00	1.00	1.00
Accountant	0.00	0.00	0.00	7.00	7.00
Accountant III	1.00	1.00	1.00	0.00	0.00
Accountant II	4.25	4.25	4.25	0.00	0.00
Accountant I	1.00	1.00	1.00	0.00	0.00
Accounting Operations Coordinator	1.00	1.00	0.00	0.00	0.00
Payroll Specialist	0.00	0.00	1.00	1.00	1.00
Support Specialist	1.00	1.00	0.00	0.00	0.00
Accounting Specialist	10.00	10.00	2.00	2.00	2.00
Customer Service Representative*	0.00	0.00	9.00	9.00	9.00
Mail Clerk	0.00	1.00	0.50	0.50	0.50
Total Full-Time Positions:	19.25	20.25	20.75	21.50	21.50

*Customer Service Representative (Ambulance Billing 1 FTE position) - transferred from Medical Services Fund

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$1,798,924	\$1,947,065	\$1,947,065	\$2,167,293	\$2,167,293
Supplies	34,788	39,755	39,355	40,050	40,050
Other Services & Chgs	517,477	584,188	534,588	591,250	650,692
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	4,385	5,961	5,961	5,295	5,295
Total Current Expense	\$2,355,574	\$2,576,969	\$2,526,969	\$2,803,888	\$2,863,330
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$2,355,574	\$2,576,969	\$2,526,969	\$2,803,888	\$2,863,330

2016 Budget





**Administrative Services Department
PURCHASING DIVISION**

2016 FUNCTIONAL CHART

CITY MANAGER

ADMINISTRATIVE SERVICES DIRECTOR

PURCHASING MANAGER 1.00

PURCHASING & WAREHOUSE
Buyer II 3.00
Warehouse Worker II 3.00

- *Purchasing Policies/Procedures*
- *Asset Procurement & Disposition*
- *Assist in Contract Formulation & Administration*
- *Purchasing*
- *Expenditure Control*
- *Office Supplies Inventory*
- *Shipping/Receiving*
- *Tool Room*
- *PCB Storage & Reporting*
- *Inventory Control*

**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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Total pickups and deliveries	2,345	2,379	2,196	2,000
Formal sealed bids completed	25	33	40	50
Percentage of purchasing conducted with purchasing cards/credit cards	2.5%	2.9%	3.0%	3.5%

Administrative Services Department Purchasing Division

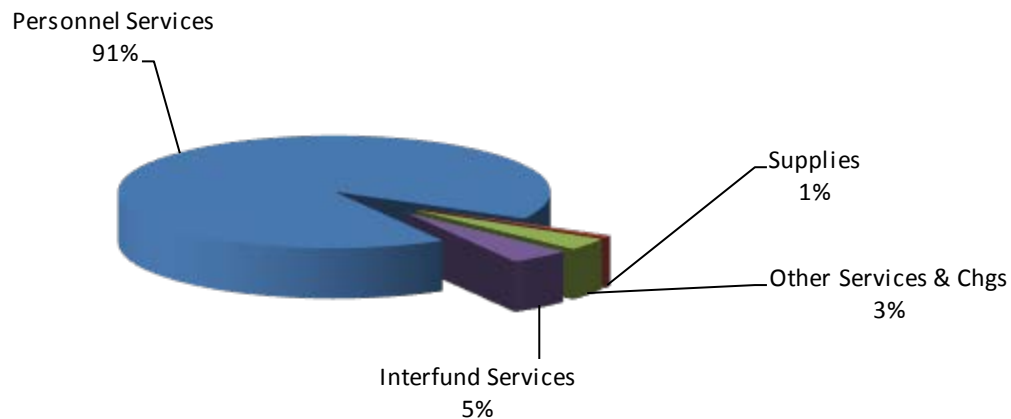
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Purchasing Manager	0.00	1.00	1.00	1.00	1.00
Purchasing & Warehouse Supervisor	1.00	0.00	0.00	0.00	0.00
Buyer II	3.00	3.00	3.00	3.00	3.00
Warehouse Worker II	2.00	2.00	3.00	3.00	3.00
Warehouse Worker I	2.00	2.00	1.00	0.00	0.00
Total Full-Time Positions:	8.00	8.00	8.00	7.00	7.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 765,036	\$ 844,490	\$ 844,490	\$ 794,278	\$ 794,278
Supplies	3,248	6,150	8,650	5,934	5,934
Other Services & Chgs	23,415	30,365	27,865	31,055	30,713
Intergovernmental Svcs	11,540	-	-	-	-
Interfund Services	11,503	12,833	17,833	39,511	39,511
Total Current Expense	\$ 814,742	\$ 893,838	\$ 898,838	\$ 870,778	\$ 870,436
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 814,742	\$ 893,838	\$ 898,838	\$ 870,778	\$ 870,436

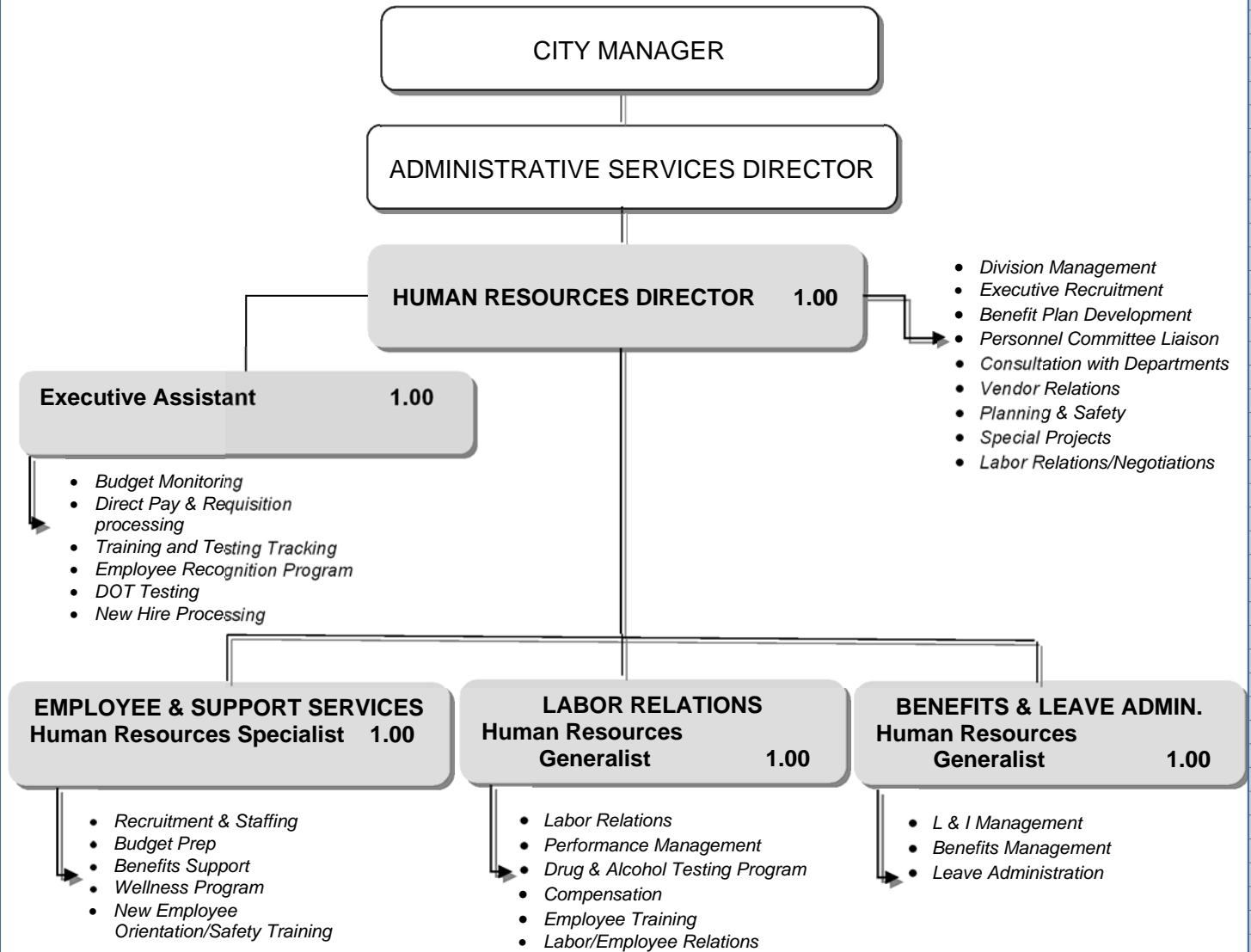
2016 Budget





**Administrative Services Department
HUMAN RESOURCES DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Employee turnover rate	8%	7%	8%	8%
Percentage of employee reviews completed on time	71%	60%	85%	60%
Occupational incidents per year resulting in a claim	42	36	38	40
Number of vehicle/equipment incidents*	85	48	50	50

**Includes all incidents regardless of cause or no fault situations.*

Administrative Services Department Human Resources Division

Personnel Summary

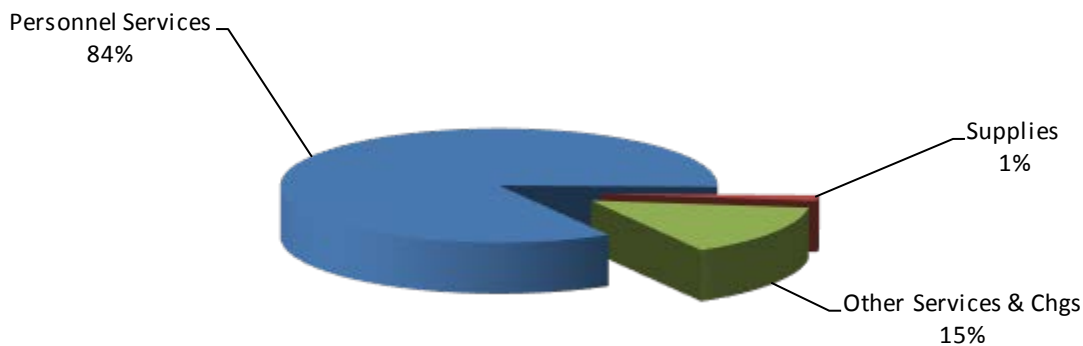
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Human Resources Operations Supervisor	1.00	1.00	0.00	0.00	0.00
Human Resources Generalist*	0.00	0.00	0.00	2.00	2.00
Human Resources Analyst*	1.00	1.00	2.00	0.00	0.00
Human Resources Specialist	2.00	2.00	1.00	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	0.00	0.00
Total Full-Time Positions:	6.50	6.50	5.50	5.00	5.00

*Human Resources Analyst position reclassified to Human Resources Generalist

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 696,598	\$ 858,183	\$ 858,183	\$ 743,448	\$ 743,448
Supplies	20,807	14,060	14,060	14,060	14,060
Other Services & Chgs	257,651	150,282	150,282	130,450	130,348
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 975,056	\$ 1,022,525	\$ 1,022,525	\$ 887,958	\$ 887,856
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 975,056	\$ 1,022,525	\$ 1,022,525	\$ 887,958	\$ 887,856

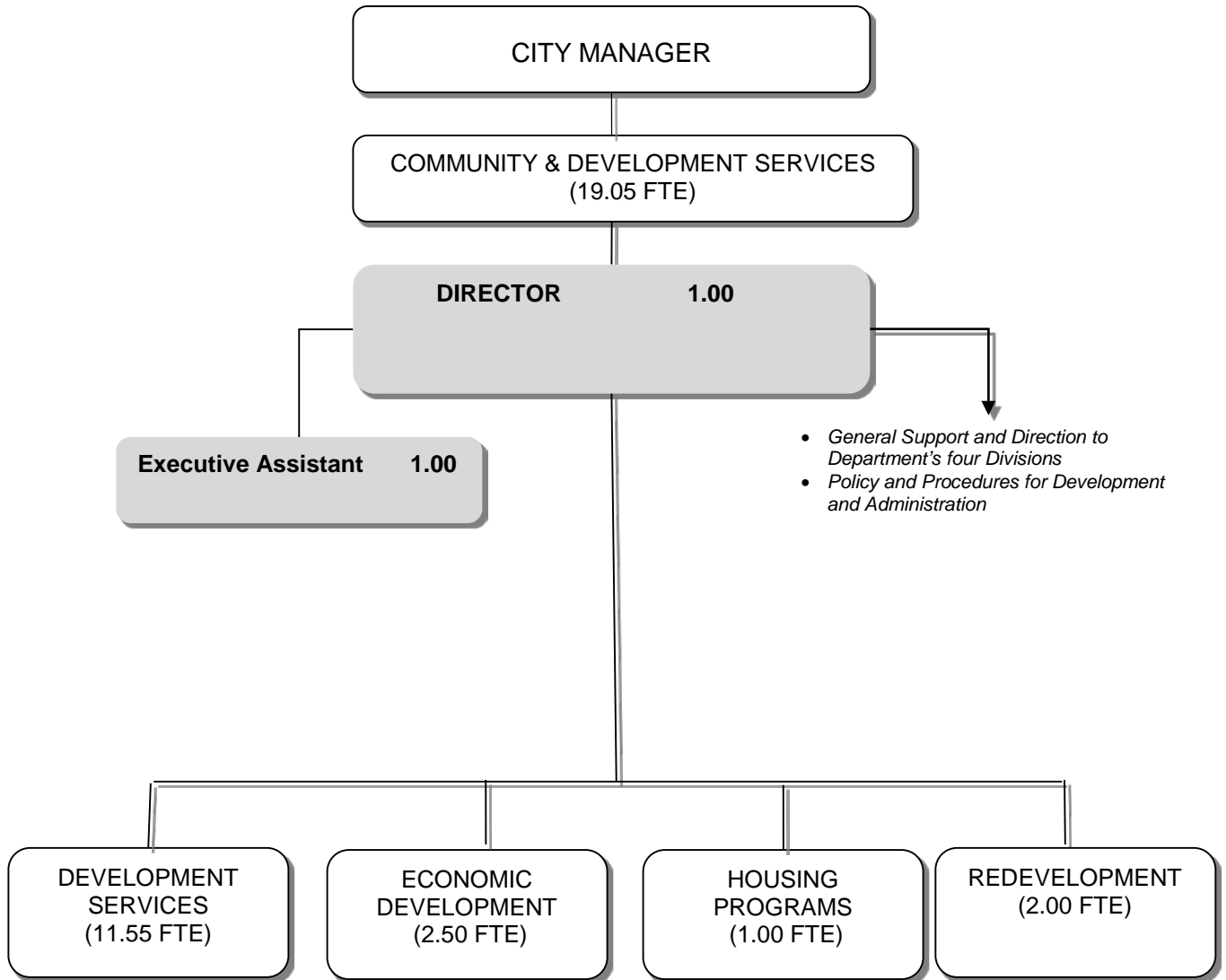
2016 Budget





Community and Development Services ADMINISTRATION

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS

Description	2013 Actual	2014 Actual	2015 Projected	2015 Projected
Revenue from land sales*	\$124,711	\$2,820,686	\$286,833	\$875,821

* Revenue collected for land sales less development costs

Community and Development Services Administration Division

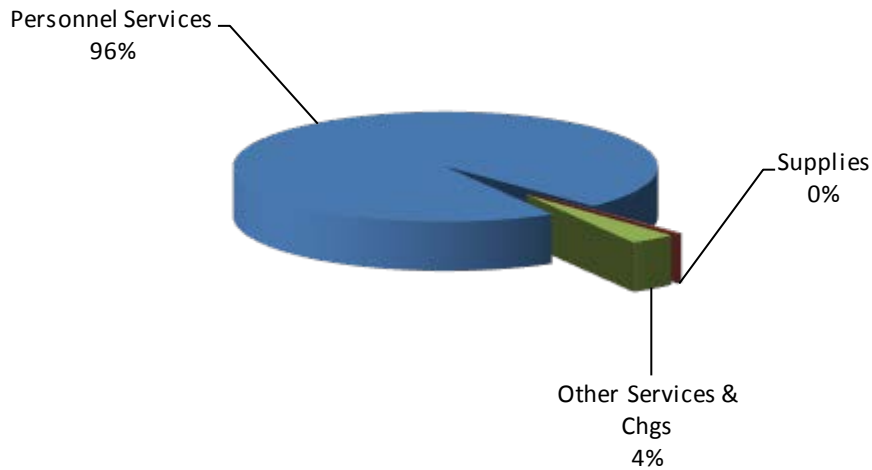
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Community & Development Services Director	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	2.00	2.00	2.00	2.00	2.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 317,360	\$ 372,833	\$ 372,833	\$ 278,615	\$ 278,615
Supplies	839	1,100	1,100	1,050	1,050
Other Services & Chgs	6,420	64,731	64,731	10,159	10,258
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 324,619	\$ 438,664	\$ 438,664	\$ 289,824	\$ 289,923
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 324,619	\$ 438,664	\$ 438,664	\$ 289,824	\$ 289,923

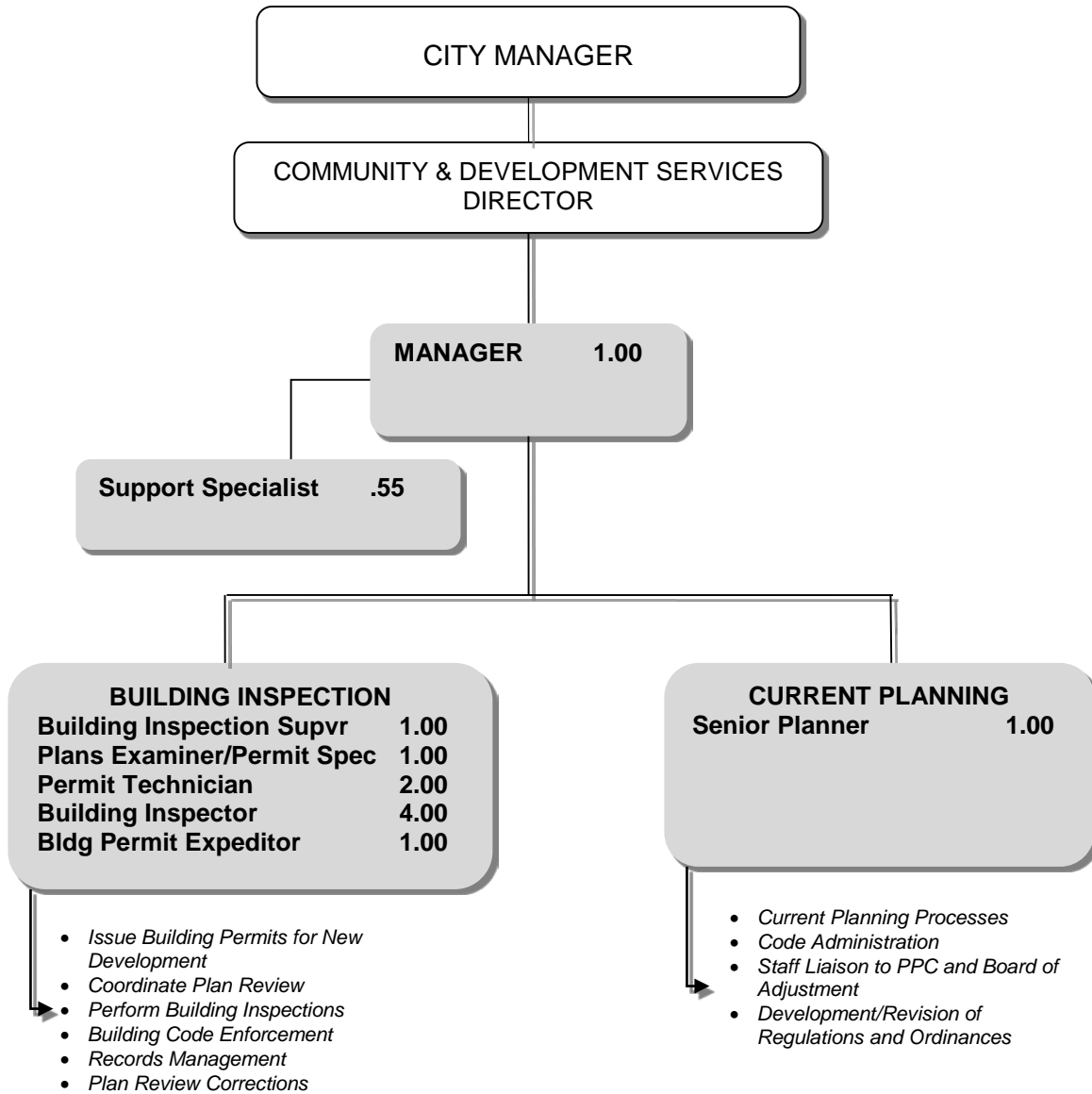
2016 Budget





**Community and Development Services
DEVELOPMENT SERVICES DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

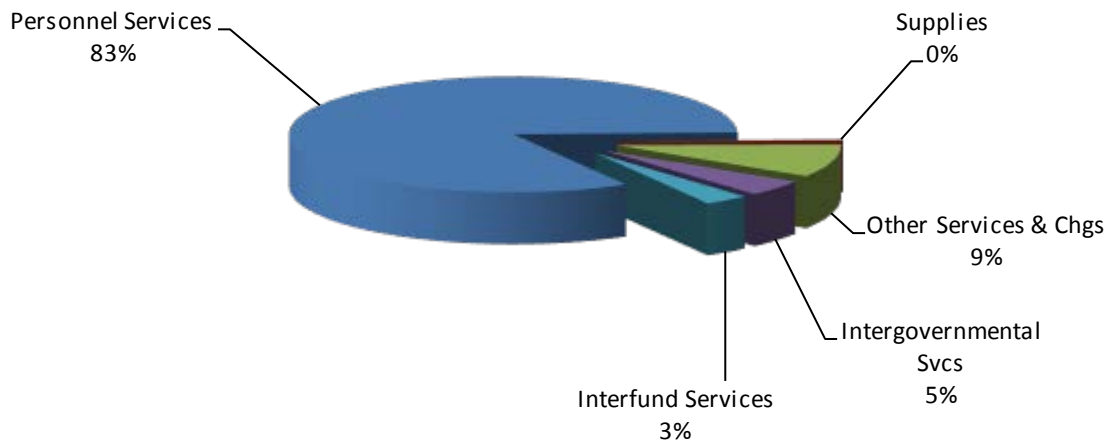
PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Total number of permits issued	2,144	1,979	1,958	1,750
Total valuation (in millions)	\$163.29	\$256.39	\$250.00	\$180.70
Number of inspections completed	12,108	10,378	10,228	11,900

Community and Development Services Development Services Division

Personnel Summary					
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	0.50	0.55	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
Total Full-Time Positions:	11.50	11.55	11.55	11.55	11.55

Budget Summary					
DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,228,375	\$ 1,247,166	\$ 1,247,166	\$ 1,287,419	\$ 1,287,419
Supplies	6,027	7,000	7,000	4,650	4,650
Other Services & Chgs	116,149	176,083	176,083	57,075	142,490
Intergovernmental Svcs	84,017	90,130	90,130	69,628	69,628
Interfund Services	39,434	63,026	48,026	49,927	49,927
Total Current Expense	\$ 1,474,002	\$ 1,583,405	\$ 1,568,405	\$ 1,468,699	\$ 1,554,114
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,474,002	\$ 1,583,405	\$ 1,568,405	\$ 1,468,699	\$ 1,554,114

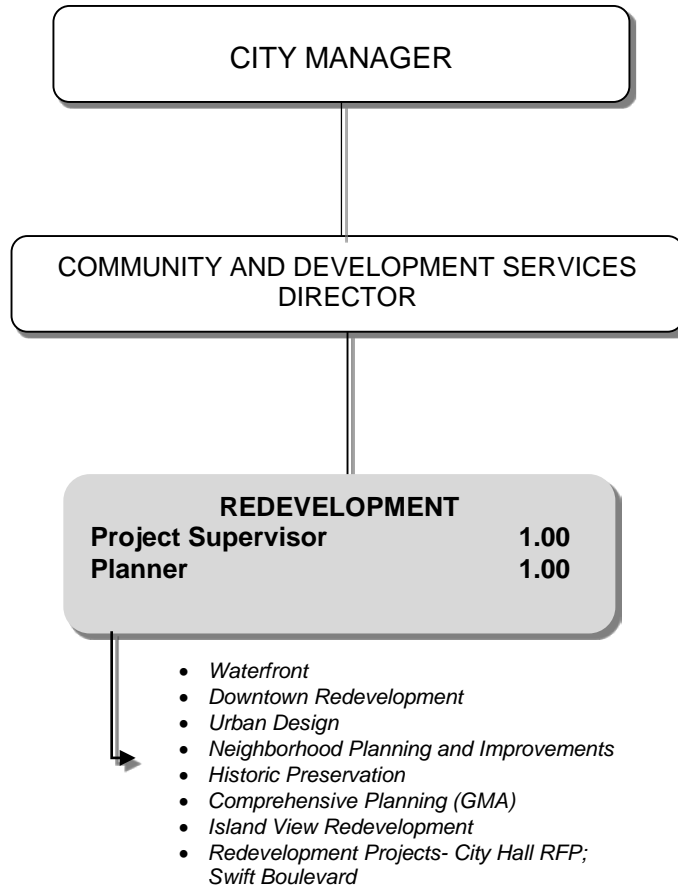
2016 Budget





**Community and Development Services
REDEVELOPMENT DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Percent increase Central Business District (CBD) Assessed Value	\$332.440 Million*	\$352.990 Million*	\$431.791 Million*	\$451.000 Million

**Source: Benton County Assessor.
Based on 2014 Permit Valuation.*

Community and Development Services Redevelopment Division

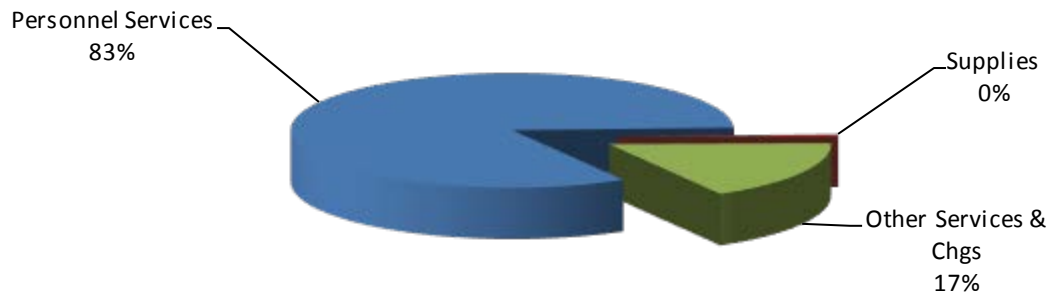
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	0.00	0.00	0.00
Total Full-Time Positions:	3.00	3.00	2.00	2.00	2.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 246,052	\$ 235,535	\$ 235,535	\$ 245,664	\$ 245,664
Supplies	1,256	2,250	2,250	1,250	1,250
Other Services & Chgs	52,485	41,590	43,833	40,626	50,366
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 299,793	\$ 279,375	\$ 281,618	\$ 287,540	\$ 297,280
Transfers	-	-	-	-	-
Capital Outlay	3,231	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 303,024	\$ 279,375	\$ 281,618	\$ 287,540	\$ 297,280

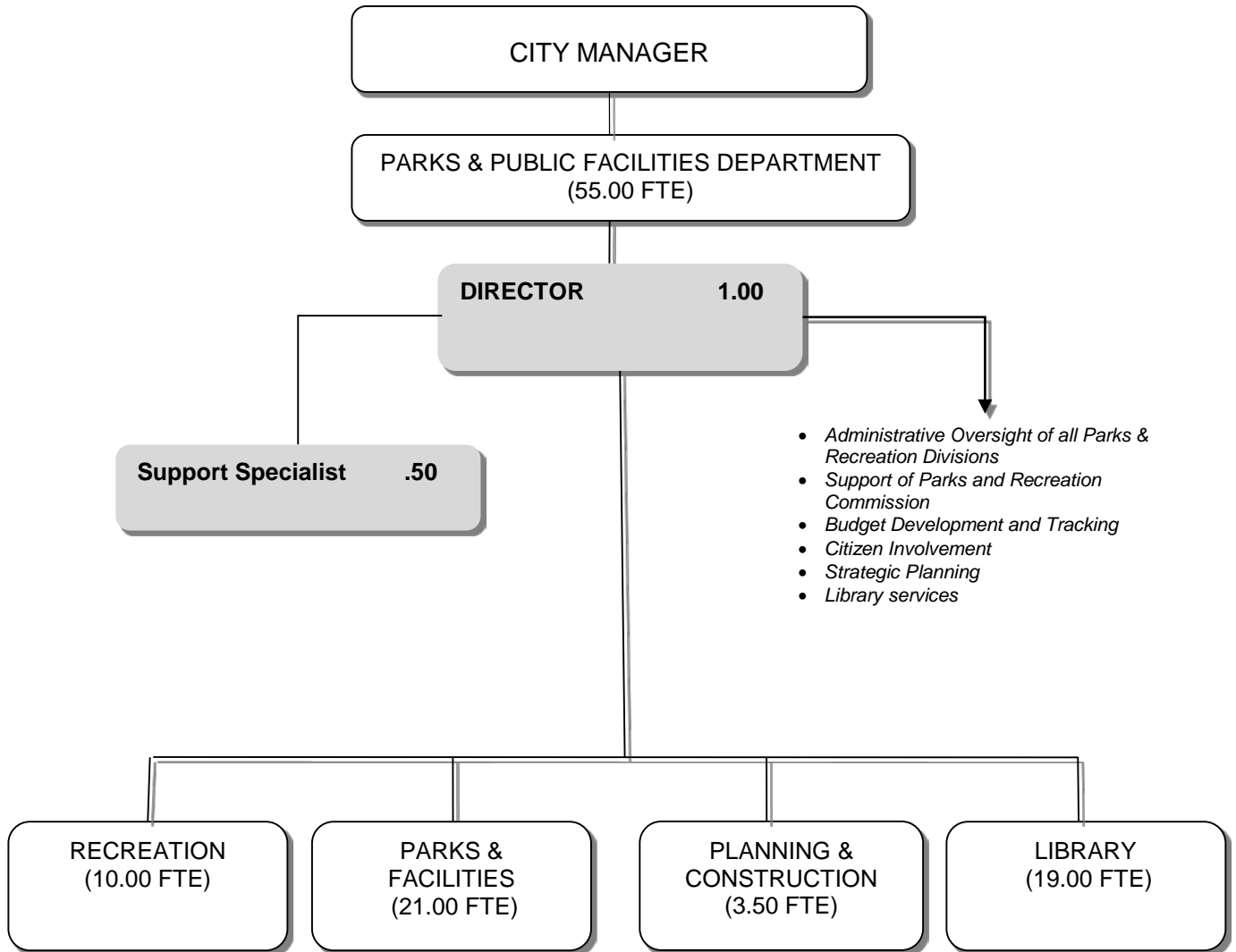
2016 Budget





Parks and Public Facilities Department ADMINISTRATION

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

**Parks and Public Facilities Department
Administration Division**

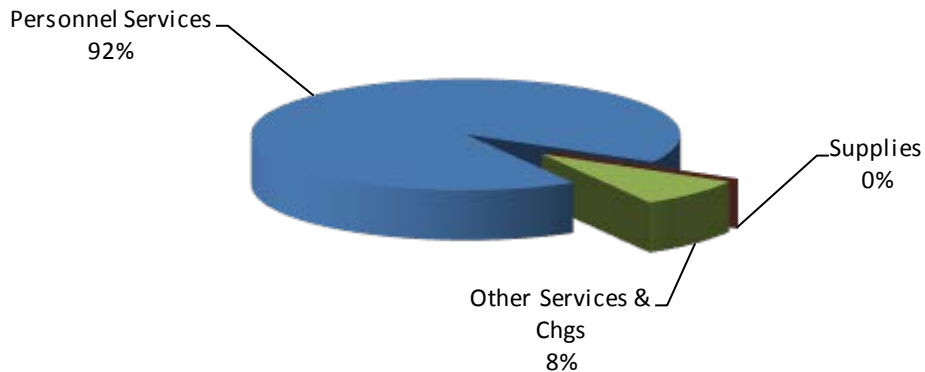
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Parks & Public Facilities Director	1.00	1.00	1.00	1.00	1.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
Total Full-Time Positions:	1.50	1.50	1.50	1.50	1.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 200,261	\$ 206,038	\$ 206,038	\$ 214,289	\$ 214,289
Supplies	368	100	100	100	100
Other Services & Chgs	2,992	17,378	17,378	17,378	19,788
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 203,621	\$ 223,516	\$ 223,516	\$ 231,767	\$ 234,177
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 203,621	\$ 223,516	\$ 223,516	\$ 231,767	\$ 234,177

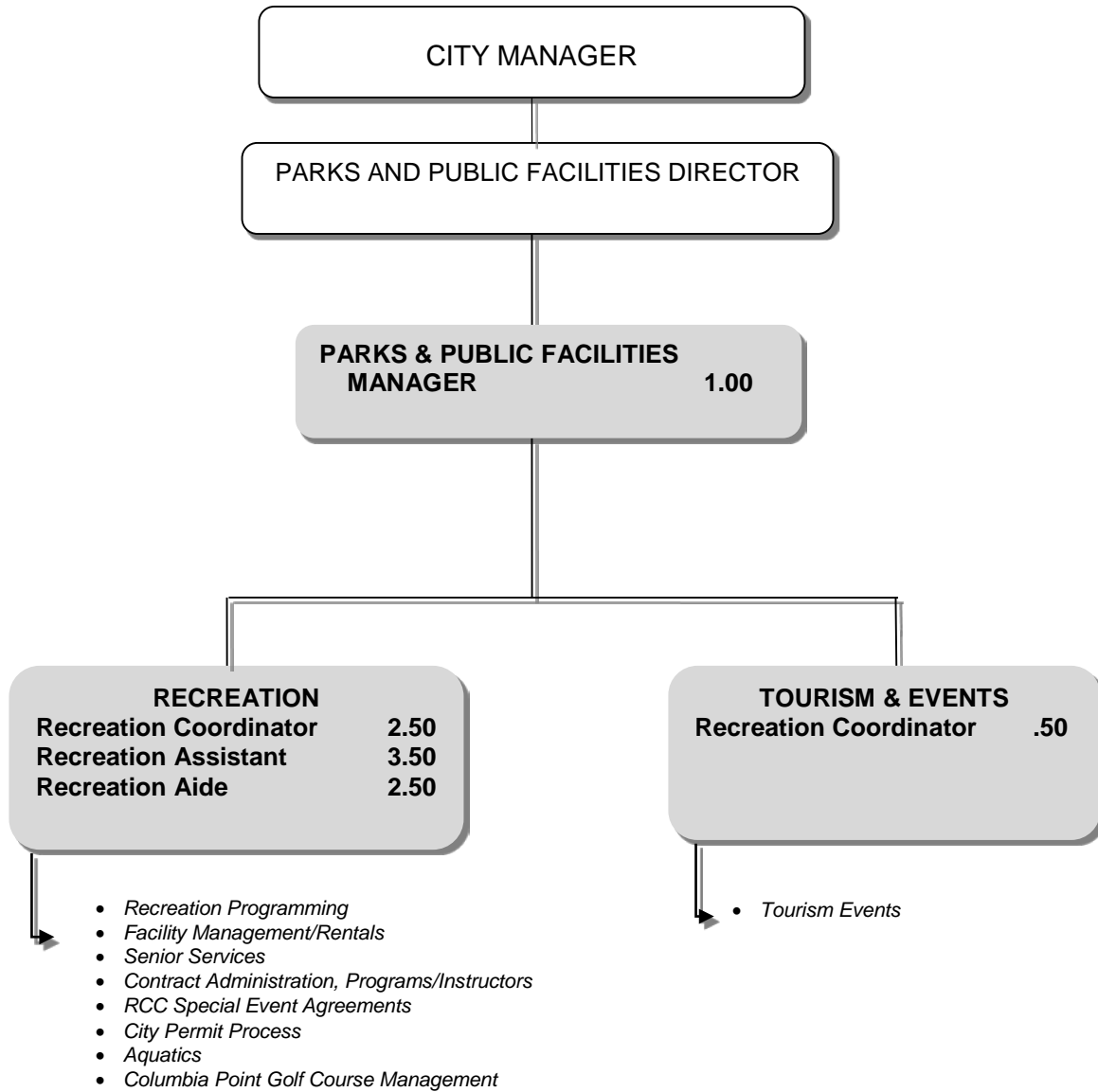
2016 Budget





**Parks and Public Facilities Department
RECREATION DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Net expenditures per capita for Parks & Recreation (including golf)	57.51	57.73	55.88	57.00
Total Recreation revenue per capita	8.26	8.22	8.50	8.60

Parks and Public Facilities Department Recreation Division

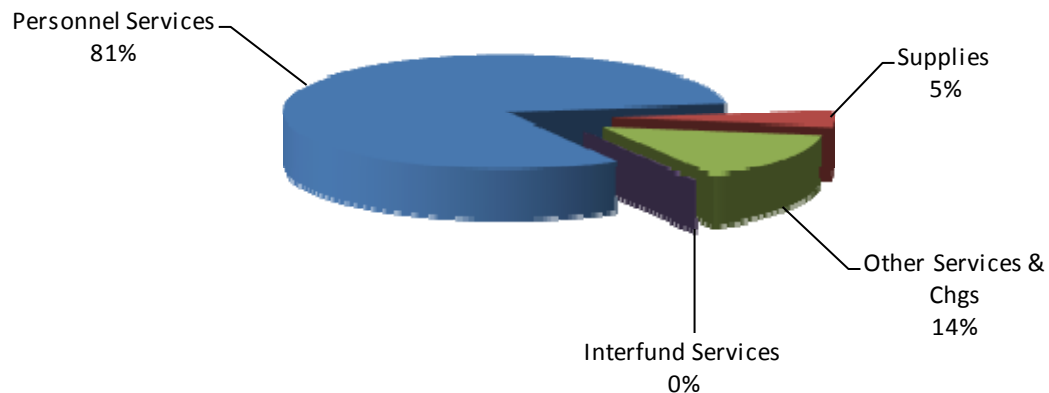
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	3.50	3.50	3.50
Recreation Aide	3.10	3.10	2.50	2.50	2.50
Total Full-Time Positions:	11.10	11.10	10.00	10.00	10.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 877,037	\$ 994,295	\$ 997,495	\$ 955,991	\$ 955,991
Supplies	33,405	35,200	59,875	51,750	51,750
Other Services & Chgs	132,773	165,816	165,816	165,436	165,436
Intergovernmental Svcs	1,980	1,500	1,500	-	-
Interfund Services	4,068	5,091	5,091	2,108	2,108
Total Current Expense	\$ 1,049,263	\$ 1,201,902	\$ 1,229,777	\$ 1,175,285	\$ 1,175,285
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,049,263	\$ 1,201,902	\$ 1,229,777	\$ 1,175,285	\$ 1,175,285

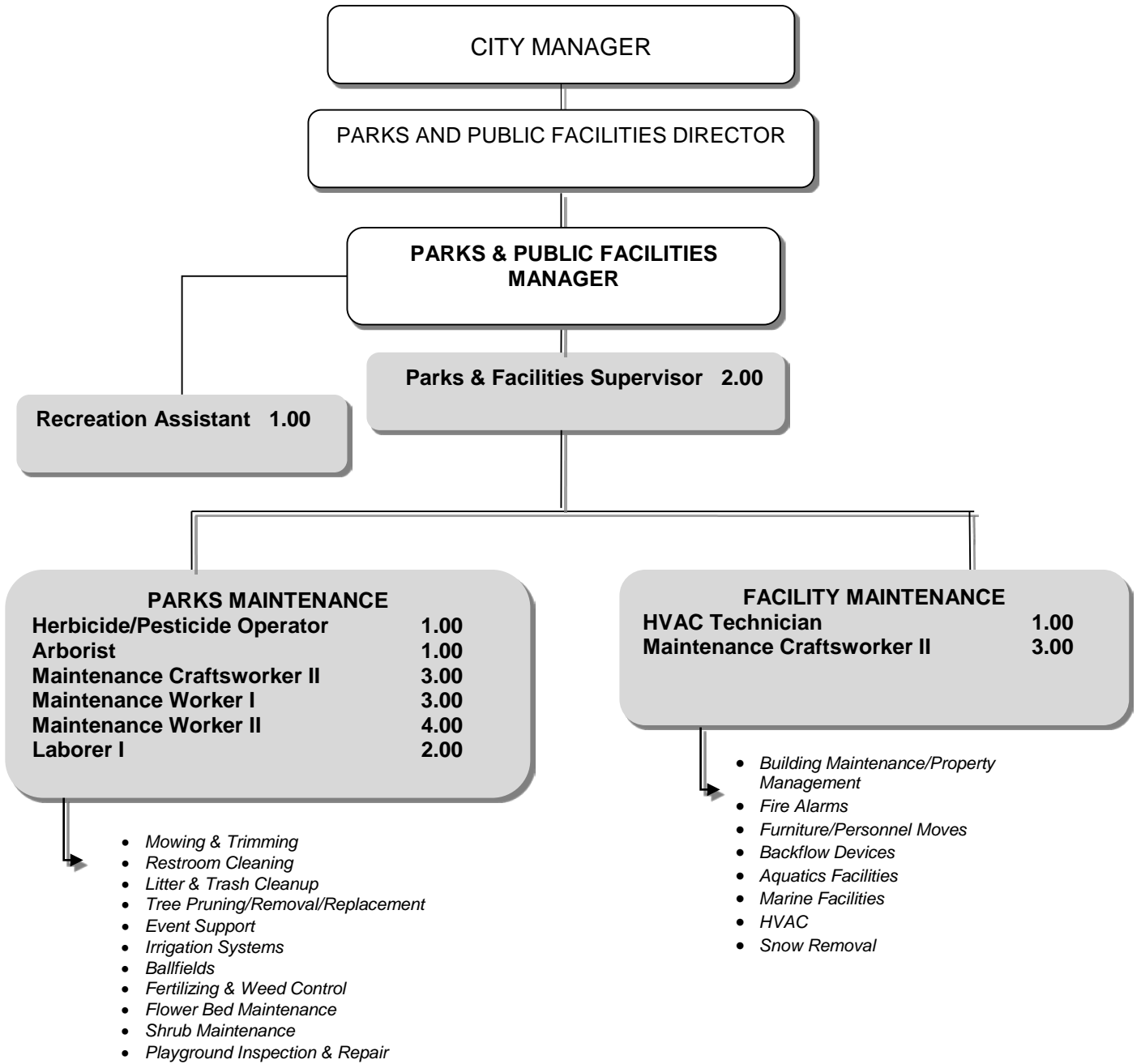
2016 Budget





**Parks and Public Facilities Department
PARKS & FACILITIES DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Cost per resident for park & facility maintenance of all park properties	\$82.03	\$111.76	\$88.17	\$100.00

**Parks and Public Facilities Department
Parks & Facilities Division**

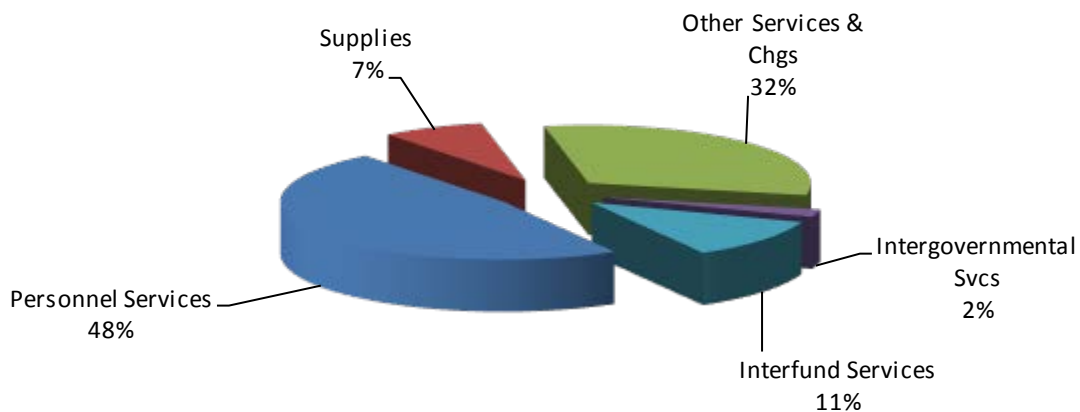
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Parks and Facilities Supervisor	2.00	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	1.00	1.00	1.00	1.00
Maintenance Craftsworker II	7.00	6.00	6.00	6.00	6.00
Maintenance Worker II	3.00	4.00	4.00	4.00	4.00
Maintenance Worker I	4.00	3.00	3.00	3.00	3.00
Laborer I	0.00	2.00	2.00	2.00	2.00
Arborist	1.00	1.00	1.00	1.00	1.00
Recreation Assistant	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	20.50	21.00	21.00	21.00	21.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 2,110,188	\$ 2,325,309	\$ 2,325,309	\$ 2,459,285	\$ 2,459,285
Supplies	392,194	380,582	400,582	383,131	383,131
Other Services & Chgs	1,290,353	1,648,708	1,648,708	1,827,705	1,627,705
Intergovernmental Svcs	119,657	108,250	108,250	108,250	108,250
Interfund Services	506,704	571,088	556,088	577,139	577,139
Total Current Expense	\$ 4,419,096	\$ 5,033,937	\$ 5,038,937	\$ 5,355,510	\$ 5,155,510
Transfers	-	-	-	-	-
Capital Outlay	962,454	-	204,387	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 5,381,550	\$ 5,033,937	\$ 5,243,324	\$ 5,355,510	\$ 5,155,510

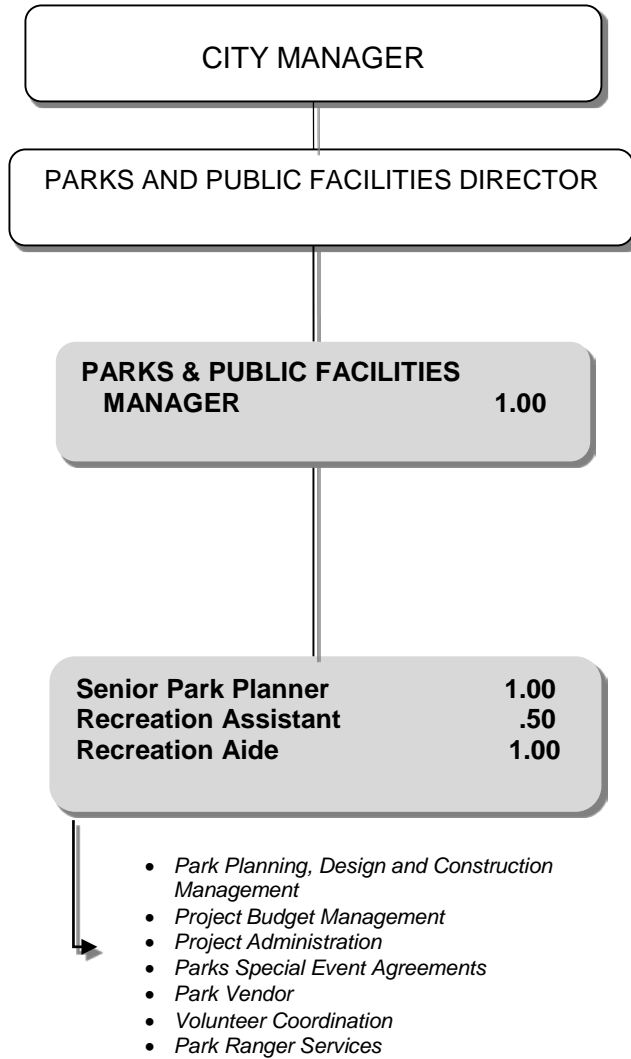
2016 Budget





**Parks and Public Facilities Department
PLANNING & CONSTRUCTION DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Actual	2016 Projected
Grants/donations received for park development and acquisition per year	\$833,615	\$1,317,984	\$219,183	\$1,000,000

**Parks and Public Facilities Department
Planning & Construction Division**

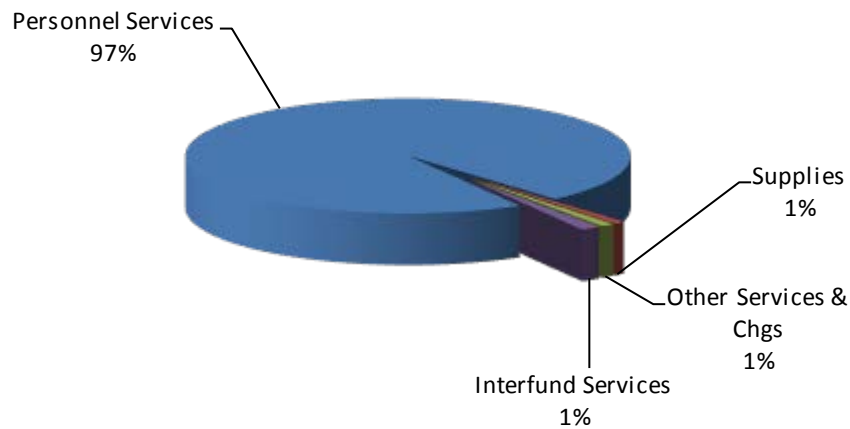
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	0.50	0.50	0.50
Recreation Aide	0.00	0.00	1.00	1.00	1.00
Total Full-Time Positions:	2.00	2.00	3.50	3.50	3.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 293,606	\$ 427,413	\$ 427,413	\$ 442,387	\$ 442,387
Supplies	7,261	3,500	3,500	3,500	3,500
Other Services & Chgs	3,511	4,375	4,375	4,375	4,375
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	6,150	5,150	5,150	6,535	6,535
Total Current Expense	\$ 310,528	\$ 440,438	\$ 440,438	\$ 456,797	\$ 456,797
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 310,528	\$ 440,438	\$ 440,438	\$ 456,797	\$ 456,797

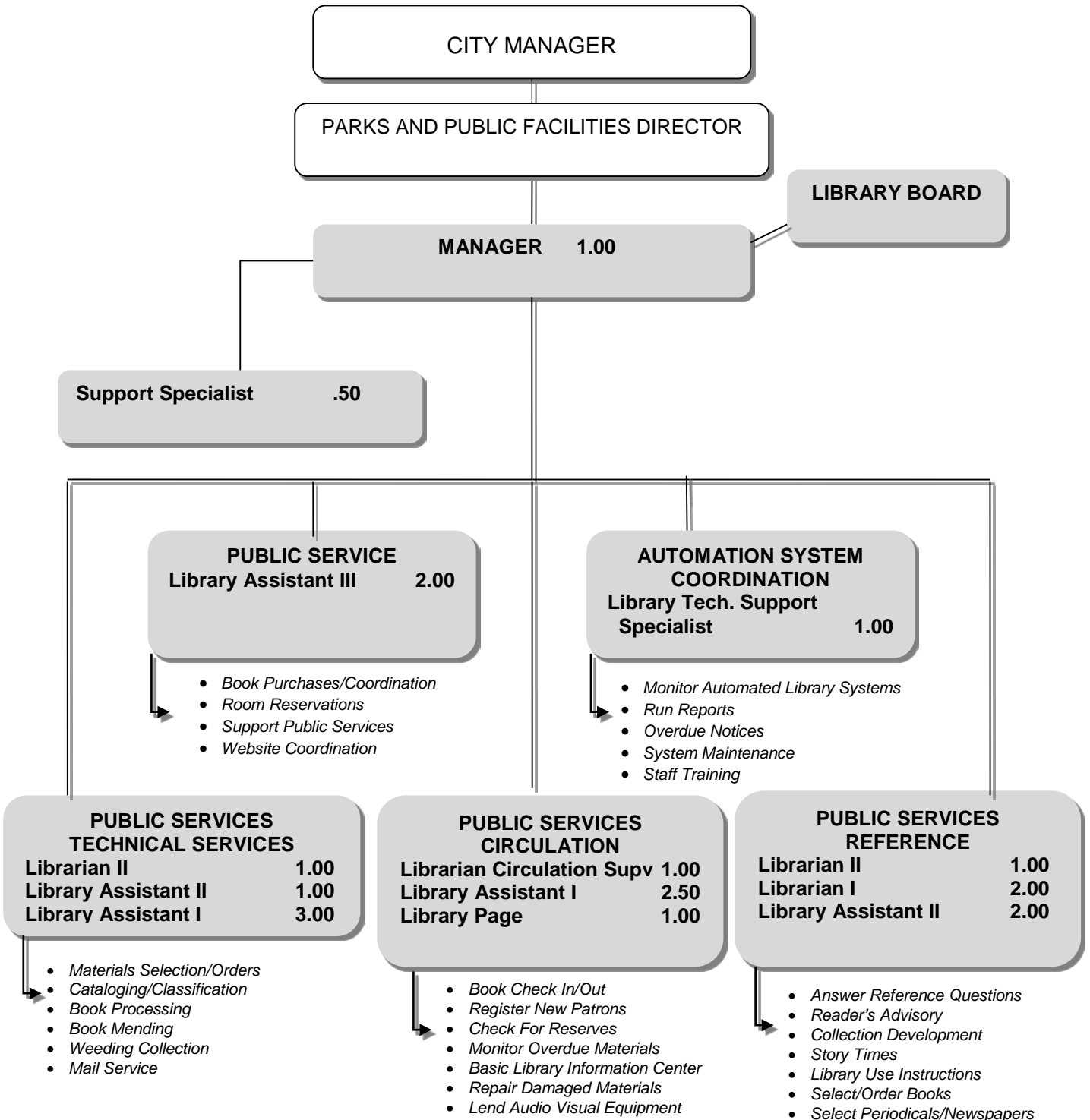
2016 Budget





**Library Fund
Parks and Public Facilities Department
LIBRARY DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Library O&M expenditures per capita	\$37.80	\$36.60	\$35.52	\$38.00
New library cards/population growth (as a percentage)	8.02%	8.04%	8.00%	8.00%
Overall items circulated	706,527	726,629	800,000	800,000
New library cards	4,103	3,789	4,000	4,000

Library Fund Parks and Public Facilities Department Library Division

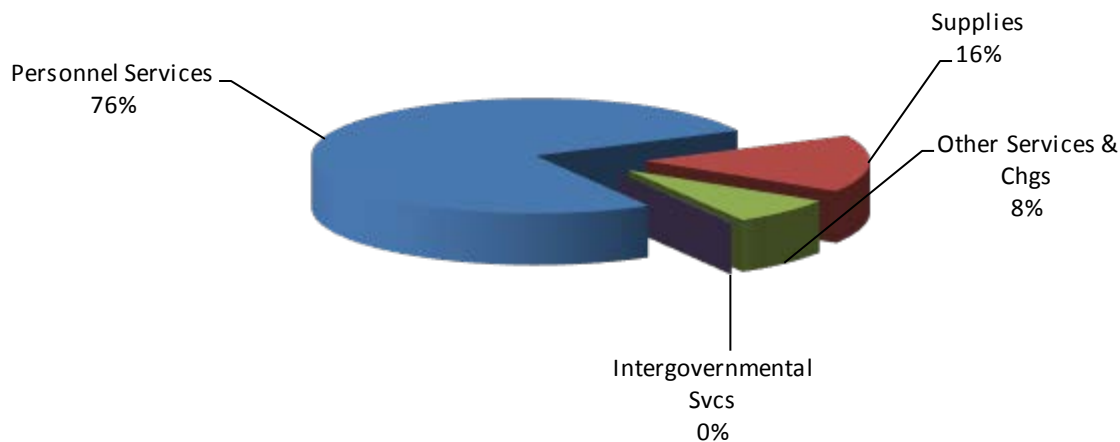
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	2.00	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	3.00	3.00	3.00	3.00	3.00
Library Assistant I	6.00	6.00	6.00	6.00	5.50
Library Page	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	19.50	19.50	19.50	19.50	19.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,486,860	\$ 1,564,975	\$ 1,564,975	\$ 1,612,683	\$ 1,592,683
Supplies	288,789	290,857	290,857	291,217	336,217
Other Services & Chgs	163,098	161,213	161,213	160,788	160,788
Intergovernmental Svcs	1,255	2,300	2,300	2,300	2,300
Interfund Services	-	500	500	-	-
Total Current Expense	\$ 1,940,002	\$ 2,019,845	\$ 2,019,845	\$ 2,066,988	\$ 2,091,988
Transfers	-	-	-	-	-
Capital Outlay	11,061	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,951,063	\$ 2,019,845	\$ 2,019,845	\$ 2,066,988	\$ 2,091,988

2016 Budget



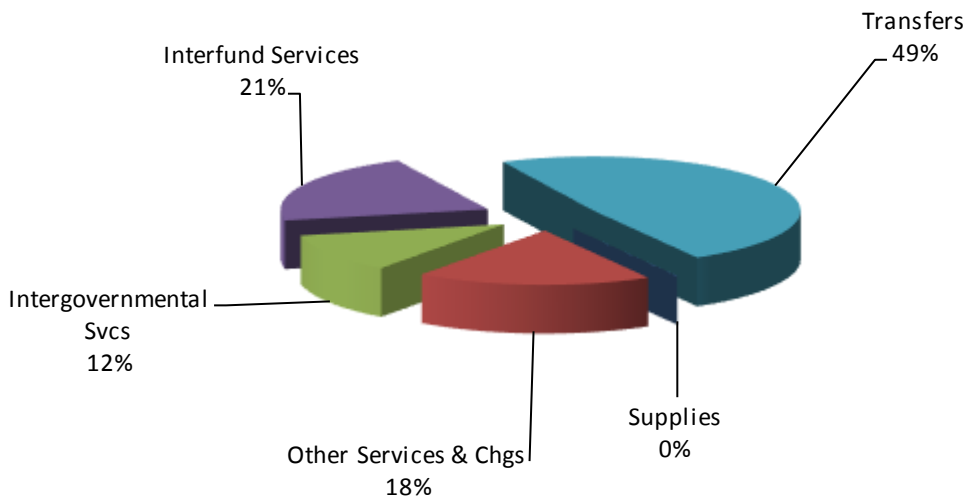
General Fund Administrative Services Department Non-Departmental

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 Fund. This division also accounts for transfers required to operate other funds.

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	71	11,900	21,900	1,450	1,450
Other Services & Chgs	804,844	878,711	888,711	827,788	827,788
Intergovernmental Svcs	498,976	514,000	514,000	524,920	524,920
Interfund Services	768,150	979,739	979,739	929,808	951,579
Total Current Expense	\$ 2,072,041	\$ 2,384,350	\$ 2,404,350	\$ 2,283,966	\$ 2,305,737
Transfers	4,624,795	2,129,333	2,129,333	2,165,639	2,202,789
Capital Outlay	50,221	-	104,496	-	300,000
Debt Services	733,884	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7,480,941	\$ 4,513,683	\$ 4,638,179	\$ 4,449,605	\$ 4,808,526

2016 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.

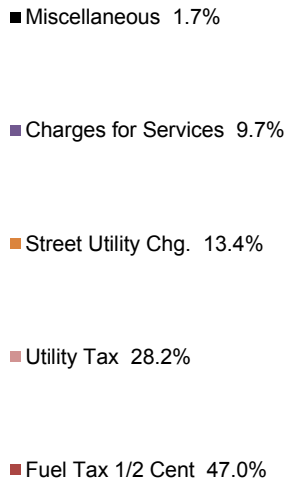
Community Development Block Grant (CDBG) Fund (153) accounts for and reports proceeds from the federal Community Development HUD Block Grant Program.

Home Fund (154) accounts for the Community Development Investments Partnership Program.

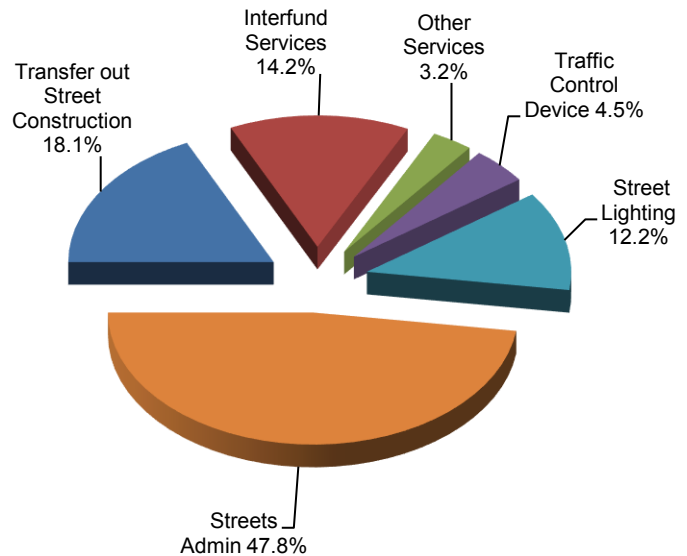
CITY STREETS FUND 101

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 2,296,235	\$ 2,410,536	\$ 2,410,536
Current Expenditures	(2,911,208)	(2,440,667)	(2,974,930)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(614,973)	(30,131)	(564,394)
Non-Current Revenues	43,325	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Expanded Programs	(43,325)	-	-
	-	-	-
Current Revenue Over (Under) All Expenditures	(614,973)	(30,131)	(564,394)
Beginning Fund Balance	614,973	51,504	583,841
Ending Fund Balance (Reserves)	-	21,373	19,447
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	21,373	19,447
Totals	\$ -	\$ 21,373	\$ 19,447

Revenues

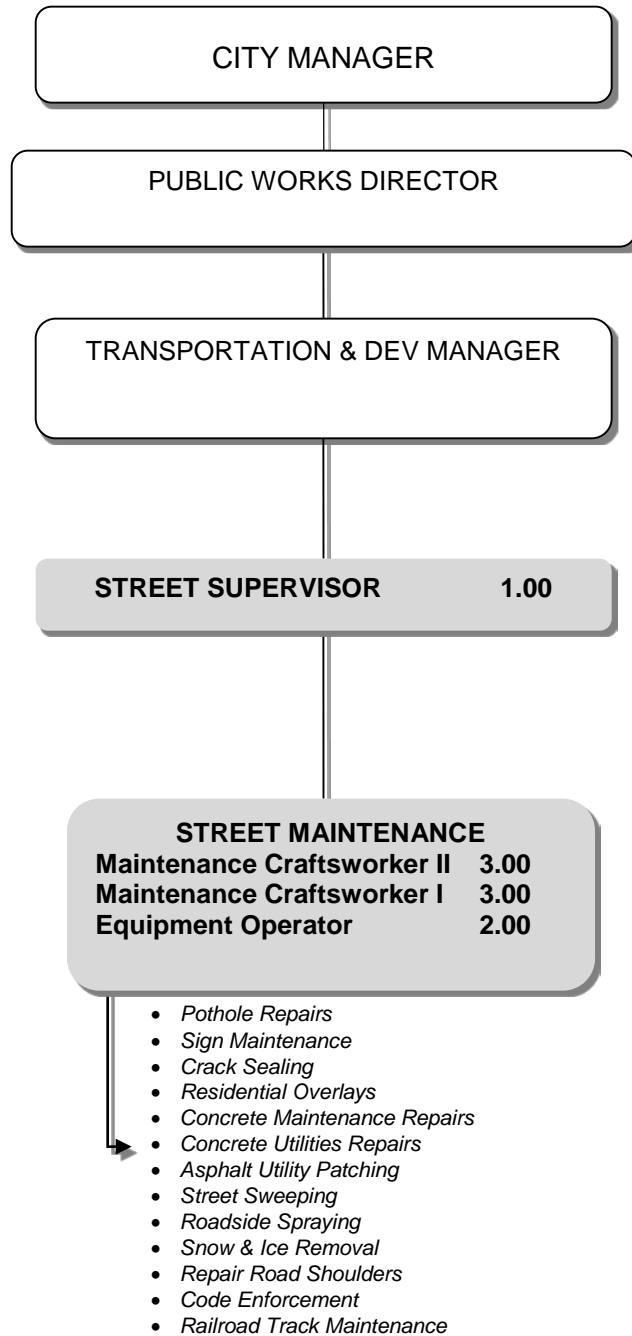


Expenditures by Activity



**City Streets Fund
Public Works Department
STREET MAINTENANCE DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Pavement Condition Rating (Arterial & Collector)	78	78	77	76
Pavement Condition Rating (Residential)	78	78	77	79
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)	9:00	9:10	9:10	5:31
Travel time (pm peak) on George Washington Way (from Horn Rapids Road) to Columbia Point Drive (min:sec)	12:39	13:10	13:10	17:00
Citizen satisfaction ratings of clean streets (rating of good or better)	N/A*	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

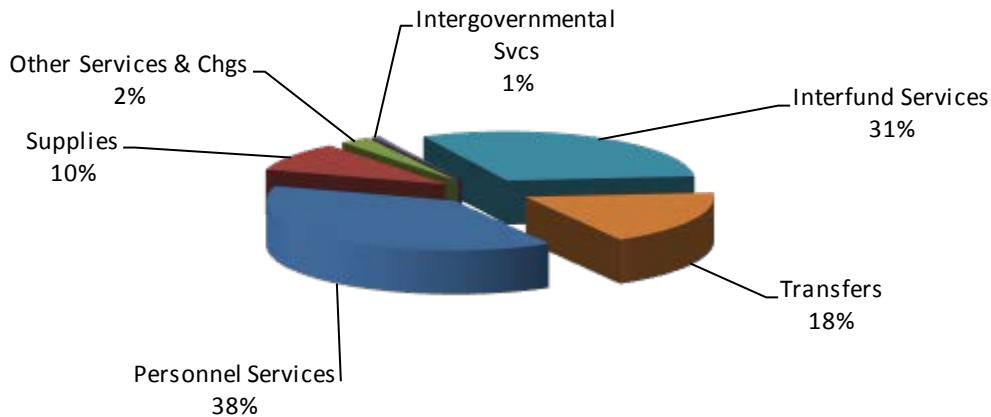
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Streets Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Craftworker II	5.00	5.00	4.00	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
Total Full-Time Positions:	10.00	10.00	9.00	9.00	9.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 979,148	\$ 1,113,185	\$ 1,113,185	\$ 1,136,161	\$ 1,136,161
Supplies	279,221	311,196	248,306	285,085	285,085
Other Services & Chgs	45,052	66,145	67,145	75,737	75,737
Intergovernmental Svcs	-	-	-	20,600	20,600
Interfund Services	877,611	888,285	950,175	900,481	920,347
Total Current Expense	\$ 2,181,032	\$ 2,378,811	\$ 2,378,811	\$ 2,418,064	\$ 2,437,930
Transfers	66,144	532,397	532,397	22,603	537,000
Capital Outlay	6,602,160	43,325	43,325	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 8,849,336	\$ 2,954,533	\$ 2,954,533	\$ 2,440,667	\$ 2,974,930

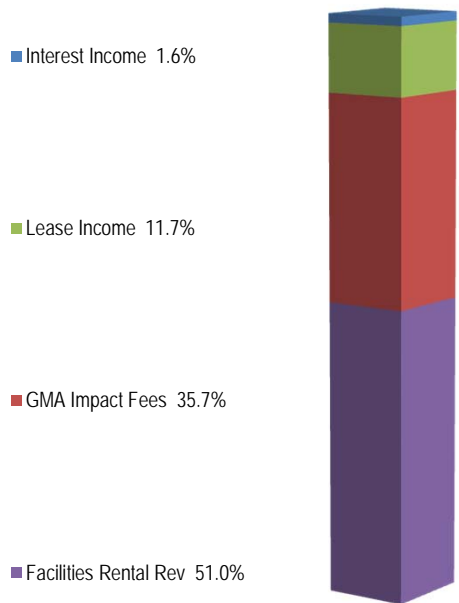
2016 Budget



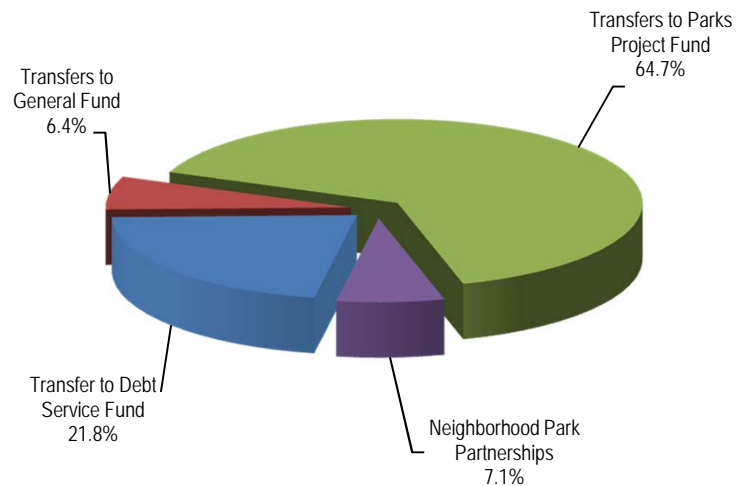
PARK RESERVE FUND 111

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 280,000	\$ 323,500	\$ 323,500
Current Expenditures	(82,660)	(99,575)	(99,575)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	197,340	223,925	223,925
Non-Current Revenues	-	-	-
Non-Current Expenditures	(291,000)	(182,500)	(182,500)
Capital Outlay	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(93,660)	41,425	41,425
Beginning Fund Balance	93,660	-	-
Ending Fund Balance (Reserves)	-	41,425	41,425
Projected Reserves:			
Unassigned Fund Balance	-	41,425	41,425
Other Reserves	-	-	-
Totals	\$ -	\$ 41,425	\$ 41,425

Revenues



Expenditures by Activity



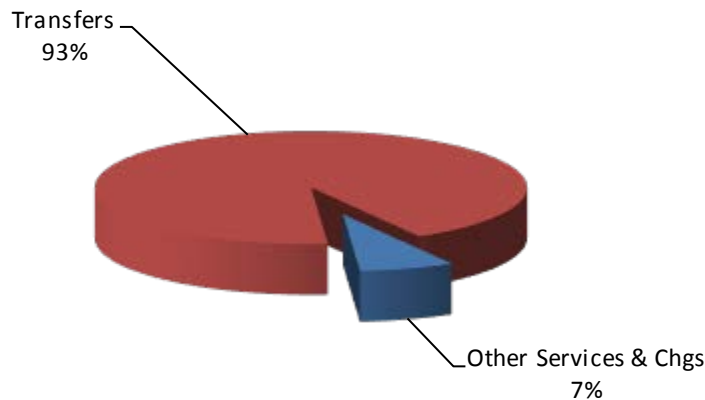
**Park Reserve Fund
Parks and Public Facilities Department
PARK RESERVE**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	15,960	20,000	24,685	20,000	20,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 15,960	\$ 20,000	\$ 24,685	\$ 20,000	\$ 20,000
Transfers	420,375	256,975	348,975	262,075	262,075
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 436,335	\$ 276,975	\$ 373,660	\$ 282,075	\$ 282,075

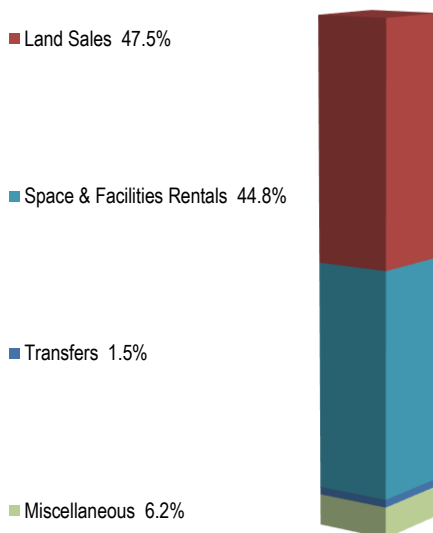
2016 Budget



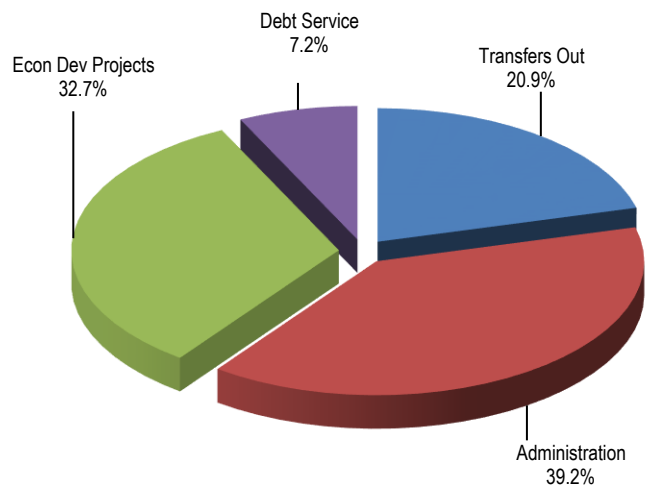
INDUSTRIAL DEVELOPMENT FUND 112

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,059,689	\$ 1,152,627	\$ 1,152,627
Current Expenditures	(3,283,851)	(947,977)	(946,753)
Debt Service	(94,553)	(96,257)	(96,257)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(2,318,715)	108,393	109,617
Non-Current Revenues	62,000	1,041,642	1,041,642
Non-Current Expenditures	-	-	-
Capital Outlay	(5,069,409)	(291,559)	(291,559)
Expanded Programs	-	-	-
Approved CIP Projects/Purchases	-	-	-
Current Revenue Over (Under) All Expenditures	(7,326,124)	858,476	859,700
Beginning Fund Balance	7,326,124	-	-
Ending Fund Balance (Reserves)	-	858,476	859,700
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	858,476	859,700
	-	-	-
Totals	\$ -	\$ 858,476	\$ 859,700

Revenues

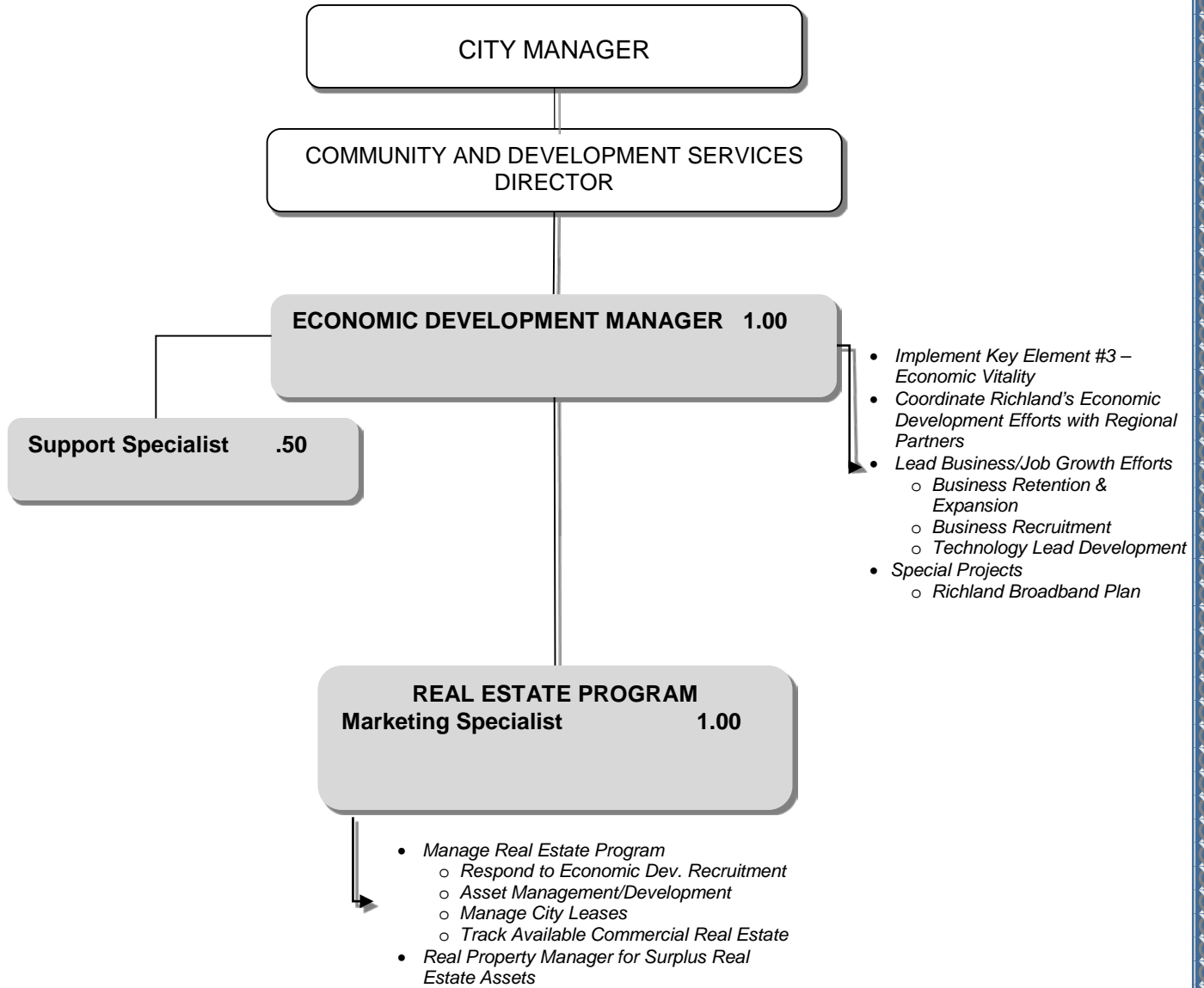


Expenditures by Activity



**Industrial Development Fund
Community and Development Services
ECONOMIC DEVELOPMENT DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Non-residential assessed value as a percentage of total assessed value	35.15%	35.77%	38.90%	40.50%
Horn Rapids total assessed value (in millions)	\$240.60	\$247.50	\$297.26	\$315.30

Industrial Development Fund Community and Development Services Economic Development Division

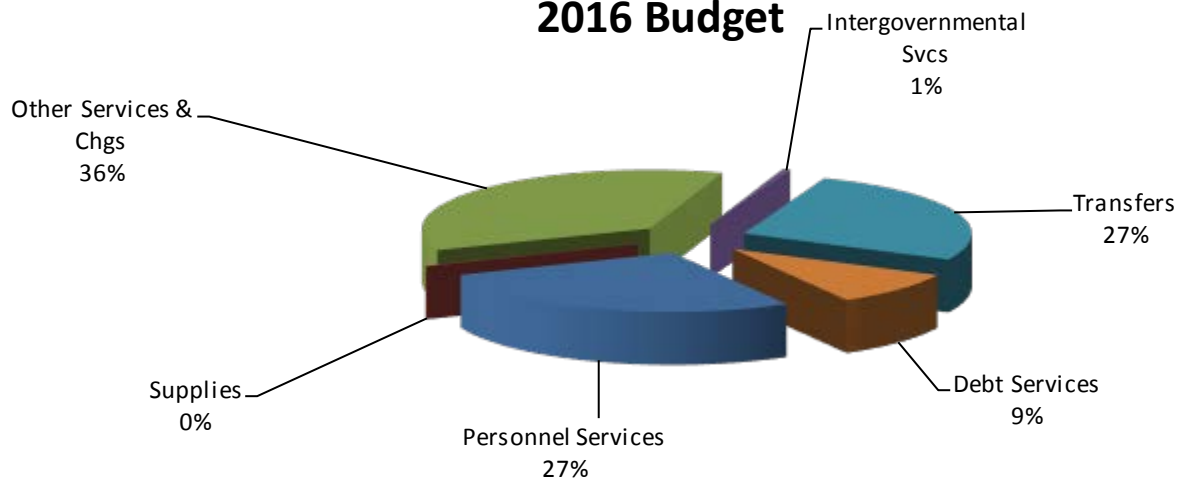
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Support Specialist	0.50	0.50	0.50	0.50	0.50
Total Full-Time Positions:	2.50	2.50	2.50	2.50	2.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 27,742	\$ 272,569	\$ 272,569	\$ 280,010	\$ 280,010
Supplies	239	2,500	2,500	1,500	1,500
Other Services & Chgs	794,432	365,649	552,397	372,426	371,202
Intergovernmental Svcs	3,531,221	10,403	10,403	5,850	5,850
Interfund Services	-	-	-	15,085	15,085
Total Current Expense	\$ 4,353,634	\$ 651,121	\$ 837,869	\$ 674,871	\$ 673,647
Transfers	4,056,781	169,679	2,445,982	273,106	273,106
Capital Outlay	612,045	-	5,069,409	291,559	291,559
Debt Services	106,257	94,553	94,553	96,257	96,257
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 9,128,717	\$ 915,353	\$ 8,447,813	\$ 1,335,793	\$ 1,334,569

2016 Budget



CRIMINAL JUSTICE FUND 114

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 58,043	\$ 61,041	\$ 61,041
Current Expenditures	(47,724)	(43,040)	(43,040)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	10,319	18,001	18,001
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	10,319	18,001	18,001
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	10,319	18,001	18,001
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	10,319	18,001	18,001
Totals	\$ 10,319	\$ 18,001	\$ 18,001

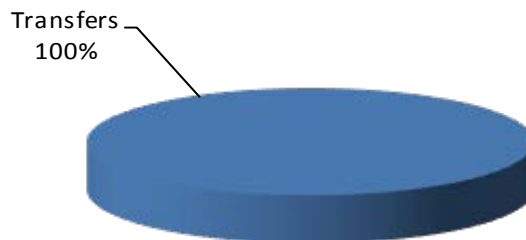
**Criminal Justice Fund
Police Services Department
Criminal Justice**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	41,980	47,724	47,724	43,040	43,040
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 41,980	\$ 47,724	\$ 47,724	\$ 43,040	\$ 43,040

2016 Budget



PFD FACILITY CONTINGENCY FUND 116

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 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	-	-	-
Ending Fund Balance (Reserves)	69,509	69,509	69,509
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	69,509	69,509	69,509
Totals	\$ 69,509	\$ 69,509	\$ 69,509

**PFD Facility Contingency Fund
Administrative Services Department
Public Facilities District**

Mission Statement: This fund is used to account for and report 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.

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ -	\$ -	\$ -	\$ -

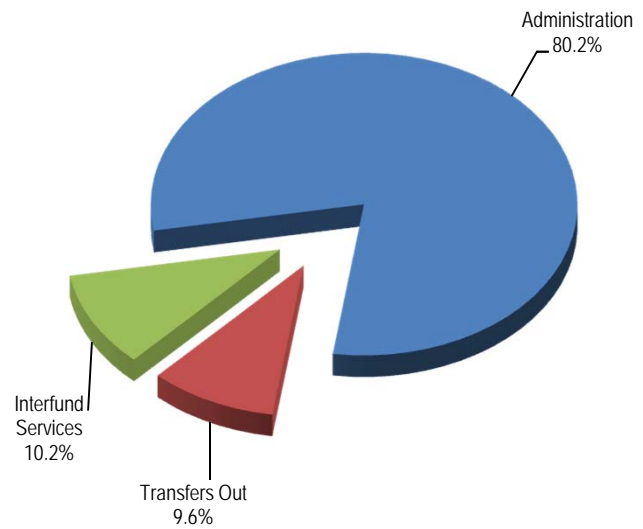
CRIMINAL JUSTICE SALES TAX FUND 117

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 989,777	\$ 1,379,130	\$ 1,379,130
Current Expenditures	(849,904)	(1,218,108)	(1,155,541)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	139,873	161,022	223,589
Non-Current Revenues	-	-	-
Capital Outlay	-	-	-
Expanded Programs	-	-	(180,578)
Current Revenue Over (Under) All Expenditures	139,873	161,022	43,011
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	139,873	161,022	43,011
Projected Reserves:			
Unassigned Fund Balance	139,873	161,022	43,011
Other Reserves	-	-	-
Totals	\$ 139,873	\$ 161,022	\$ 43,011

Revenues

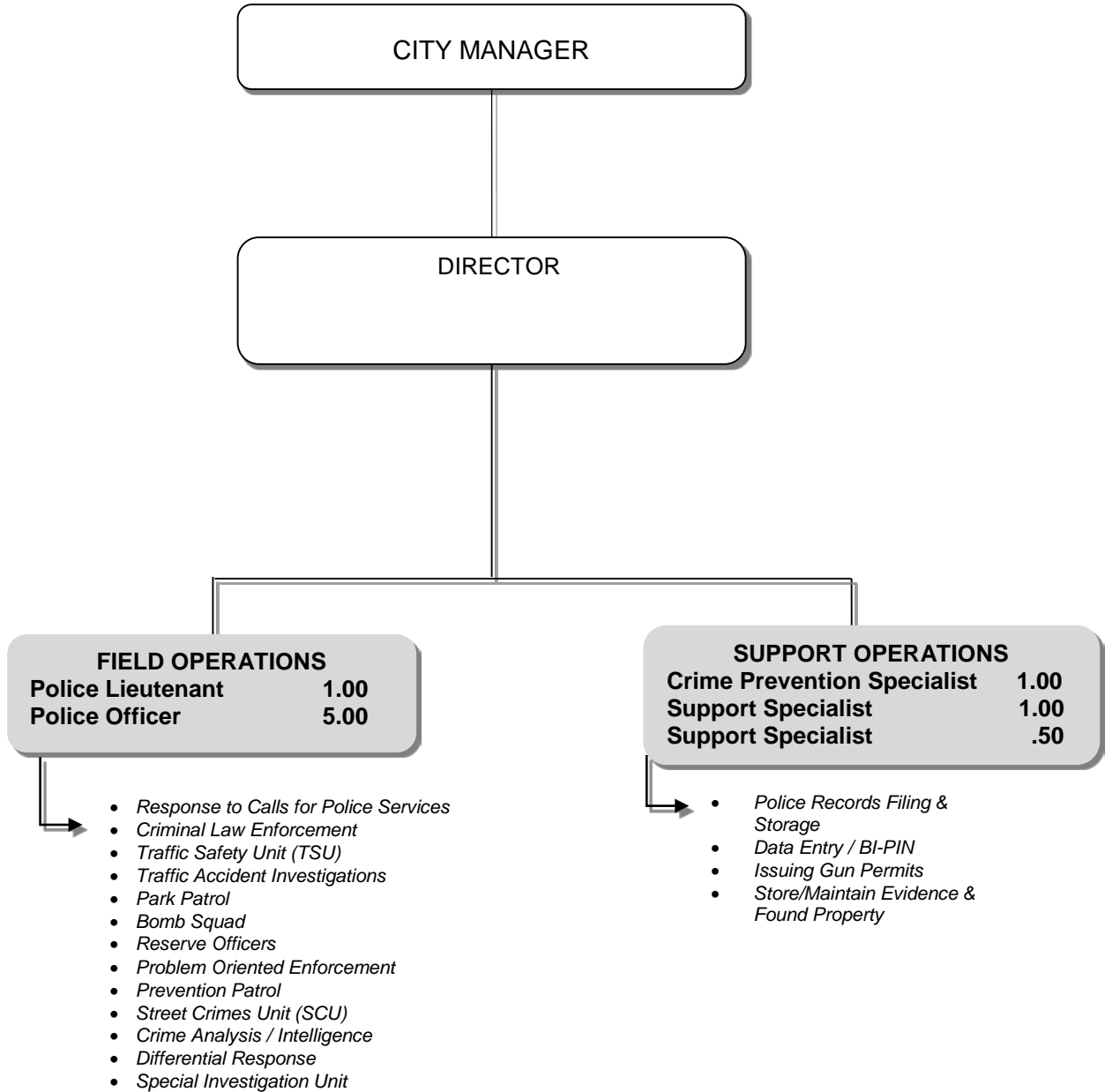


Expenditures by Activity



**Criminal Justice Sales Tax Fund
City Administration
POLICE SERVICES**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

**Criminal Justice Sales Tax
City Administration
Police Services**

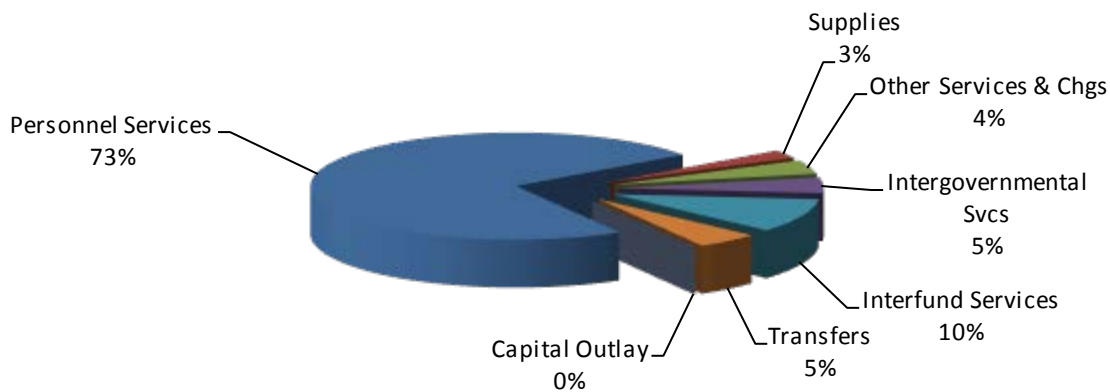
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Police Lieutenant	0.00	0.00	1.00	1.00	1.00
Police Officer	0.00	0.00	5.00	5.00	5.00
Crime Prevention Specialist	0.00	0.00	0.00	0.00	1.00
Support Specialist	0.00	0.00	1.00	1.50	1.50
Total Full-Time Positions:	0.00	0.00	7.00	7.50	8.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ 501,521	\$ 501,521	\$ 931,827	\$ 980,114
Supplies	-	11,803	51,803	31,022	34,022
Other Services & Chgs	-	22,487	22,487	56,359	56,359
Intergovernmental Svcs	-	1,636	1,636	62,876	62,876
Interfund Services	-	60,990	60,990	136,024	136,748
Total Current Expense	\$ -	\$ 598,437	\$ 638,437	\$ 1,218,108	\$ 1,270,119
Transfers	-	224,000	184,000	-	66,000
Capital Outlay	-	27,467	27,467	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ 849,904	\$ 849,904	\$ 1,218,108	\$ 1,336,119

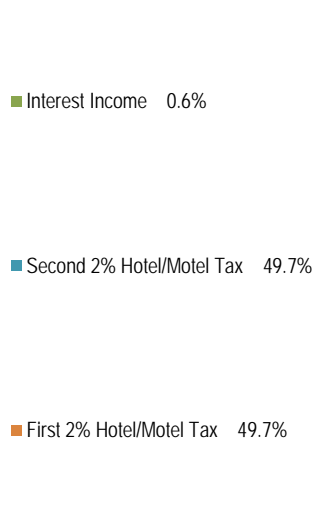
2016 Budget



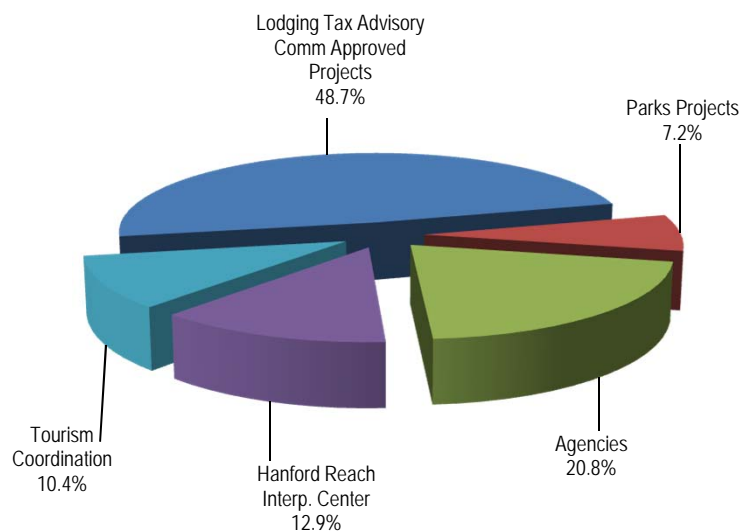
HOTEL - MOTEL FUND 150

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 785,240	\$ 971,000	\$ 971,000
Current Expenditures	(875,240)	(971,000)	(971,000)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(90,000)	-	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(90,000)	-	-
Beginning Fund Balance	90,000	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues



Expenditures by Activity



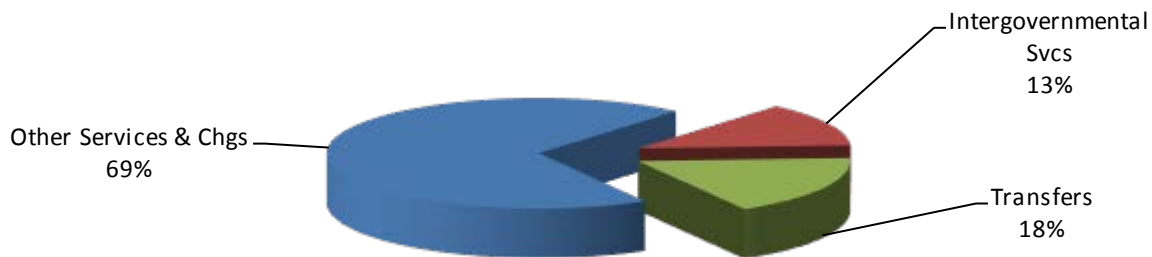
**Hotel/Motel Tax Fund
Communications & Marketing Division
Hotel/Motel Tax**

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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	460,119	189,887	292,887	675,377	675,377
Intergovernmental Svcs	125,000	125,000	125,000	125,000	125,000
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 585,119	\$ 314,887	\$ 417,887	\$ 800,377	\$ 800,377
Transfers	383,702	98,170	457,353	170,623	170,623
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 968,821	\$ 413,057	\$ 875,240	\$ 971,000	\$ 971,000

2016 Budget



SPECIAL LODGING ASSESSMENT FUND 151

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 405,450	\$ 500,500	\$ 500,500
Current Expenditures	(405,450)	(500,500)	(500,500)
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	\$ -	\$ -	\$ -

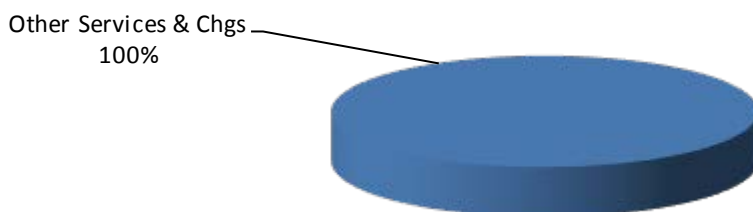
**Special Lodging Assessment Fund
Communications & Marketing Division
Tourism Promotion Area Division**

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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	406,743	405,450	405,450	500,500	500,500
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 406,743	\$ 405,450	\$ 405,450	\$ 500,500	\$ 500,500
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 406,743	\$ 405,450	\$ 405,450	\$ 500,500	\$ 500,500

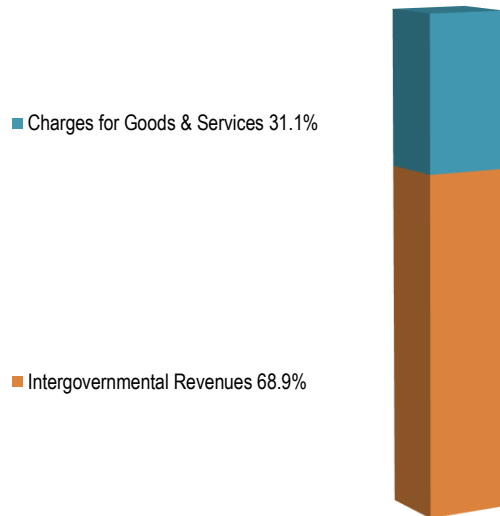
2016 Budget



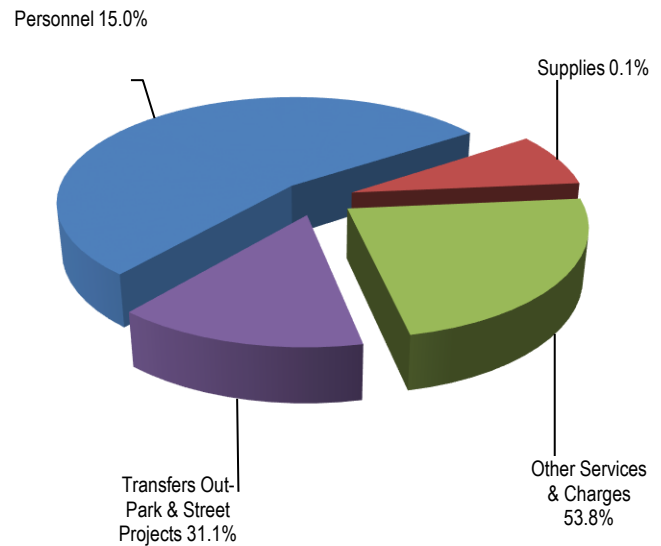
HOUSING DEVELOPMENT FUND 153

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 588,763	\$ 321,943	\$ 321,943
Current Expenditures	(318,825)	(252,681)	(252,681)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	269,938	69,262	69,262
Capital Outlay	-	-	-
Increased Funding Requests	(349,760)	(114,300)	(114,300)
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(79,822)	(45,038)	(45,038)
Beginning Fund Balance	79,822	45,038	45,038
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues

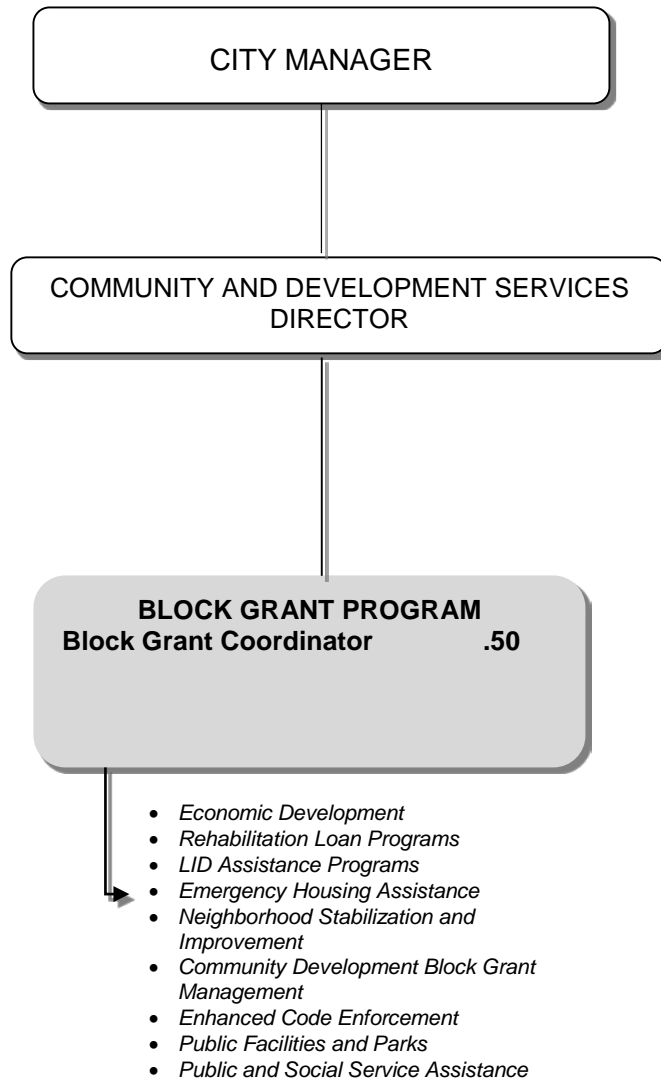


Expenditures by Activity



**Community and Development Services
CDBG**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Private Capital Leveraged per dollar of Federal Affordable Housing Public Investment	\$11.71	\$12.75	\$12.63	\$12.44

Community and Development Services CDBG

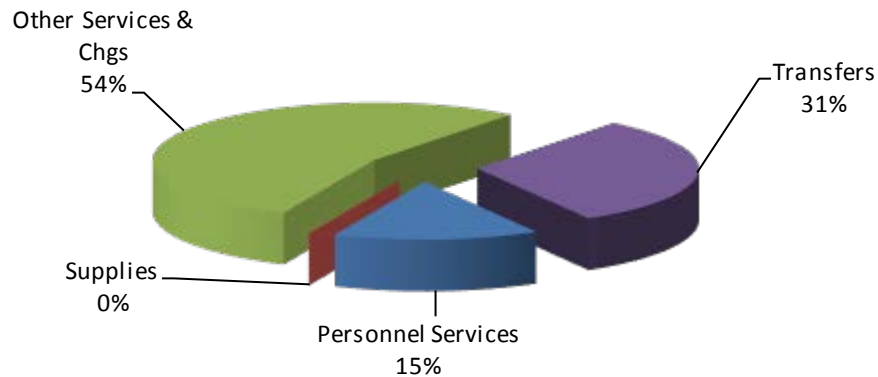
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	0.75	0.75	0.00	0.00	0.00
Total Full-Time Positions:	1.30	1.25	0.50	0.50	0.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 48,610	\$ 53,081	\$ 53,081	\$ 54,915	\$ 54,915
Supplies	80	200	200	200	200
Other Services & Chgs	56,209	168,662	265,544	197,566	197,566
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 104,899	\$ 221,943	\$ 318,825	\$ 252,681	\$ 252,681
Transfers	124,455	-	349,760	114,300	114,300
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 229,354	\$ 221,943	\$ 668,585	\$ 366,981	\$ 366,981

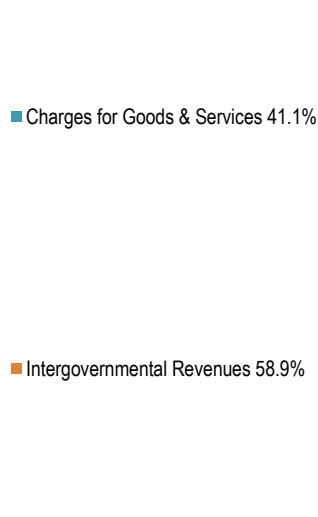
2016 Budget



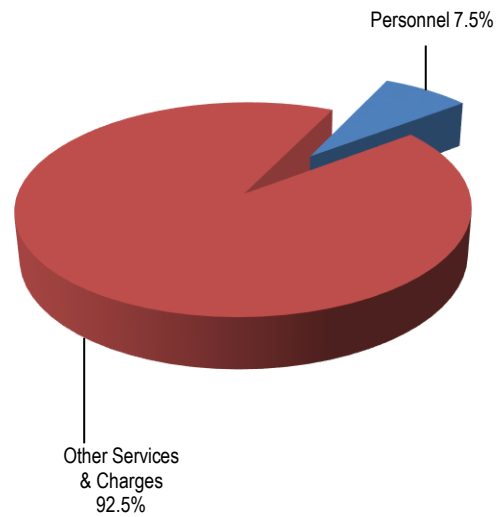
HOME FUND 154

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,794,459	\$ 729,480	\$ 729,480
Current Expenditures	(1,794,459)	(729,480)	(729,480)
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	\$ -	\$ -	\$ -

Revenues

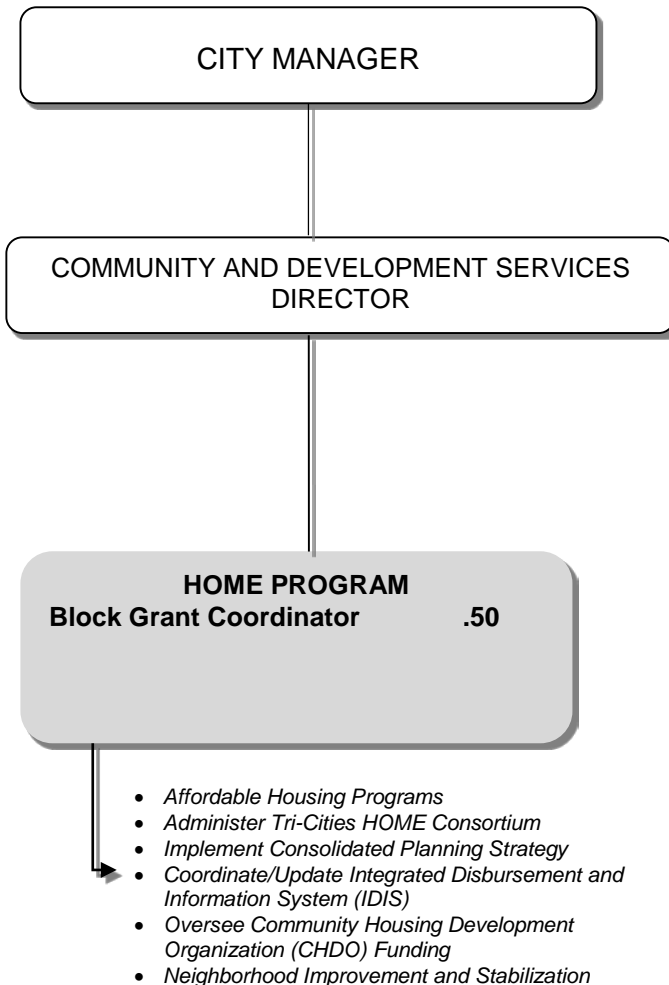


Expenditures by Activity



Community and Development Services HOME

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

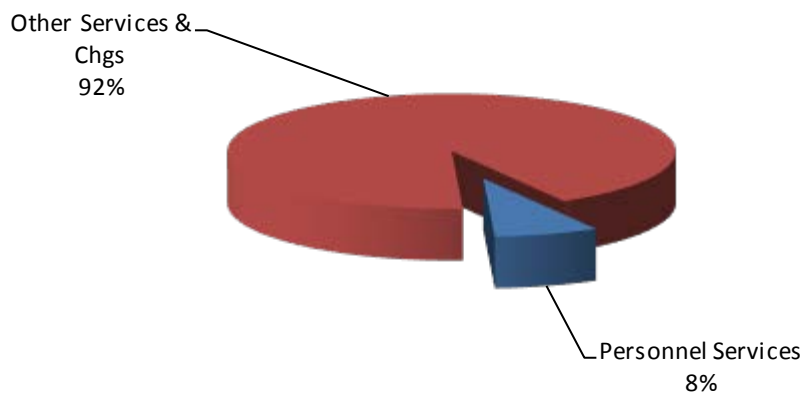
- Reference section “Strategic Leadership Plan”

**Community and Development Services
HOME**

Budget Summary

DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 41,351	\$ 53,081	\$ 53,081	\$ 54,915	\$ 54,915
Supplies	-	50	50	-	-
Other Services & Chgs	771,183	412,330	1,717,535	674,565	674,565
Intergovernmental Svcs	13,286	-	23,793	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 825,820	\$ 465,461	\$ 1,794,459	\$ 729,480	\$ 729,480
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 825,820	\$ 465,461	\$ 1,794,459	\$ 729,480	\$ 729,480

2016 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.

LTGO BONDS DEBT SERVICE FUND 216

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,180,166	\$ 1,164,656	\$ 1,164,656
Current Expenditures	-	-	-
Debt Service	(1,815,168)	(1,812,438)	(1,812,438)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(635,002)	(647,782)	(647,782)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(635,002)	(647,782)	(647,782)
Beginning Fund Balance	635,002	647,782	647,782
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

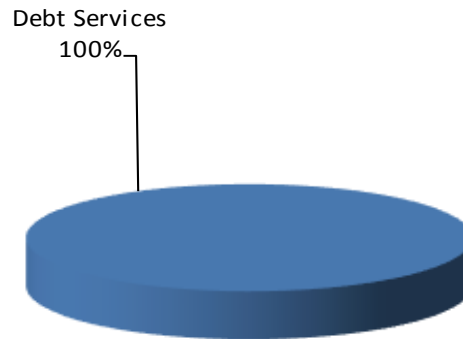
**LTGO Bonds Fund
Administrative Services Department
Limited Tax General Obligation Improvement**

Mission Statement: The LTGO Bond Fund accounts for principal and interest payments for all general obligation bonds not serviced by a separate fund. The debt service for most of these bonds is funded with transfers in from Capital Improvement, Parks and General Fund. Certain refunded 1998 bond payments are financed with fund balance, which resulted from previous year land sales.

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,383,494	1,815,168	1,815,168	1,812,438	1,812,438
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,383,494	\$ 1,815,168	\$ 1,815,168	\$ 1,812,438	\$ 1,812,438

2016 Budget



FIRE STATION 74 DEBT SERVICE FUND 217

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 238,707	\$ 241,487	\$ 241,487
Current Expenditures	-	-	-
Debt Service	(238,707)	(241,487)	(241,487)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

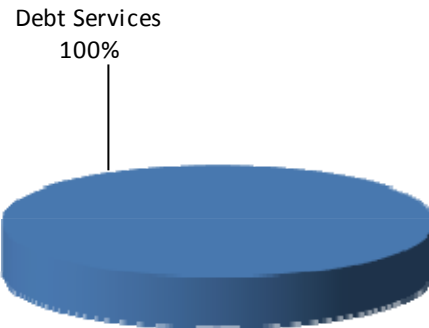
**Fire Station 74 Bond Fund
Administrative Services Department
Fire Station Debt Service**

Mission Statement: The Fire Station 74 Bond Fund was created by Ordinance No. 34-14 and accounts for the principal and interest payments on General Obligation bonds issued in 2014. The bonds funded 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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	40,280	238,457	238,457	241,487	241,487
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 40,280	\$ 238,457	\$ 238,457	\$ 241,487	\$ 241,487

2016 Budget



POLICE STATION DEBT SERVICE FUND 218

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 272,588	\$ 242,475	\$ 242,475
Current Expenditures	-	-	-
Debt Service	(263,623)	(242,475)	(242,475)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	8,965	-	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	8,965	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	8,965	-	-
Projected Reserves:			
Unassigned Fund Balance	8,965	-	-
Other Reserves	-	-	-
Totals	\$ 8,965	\$ -	\$ -

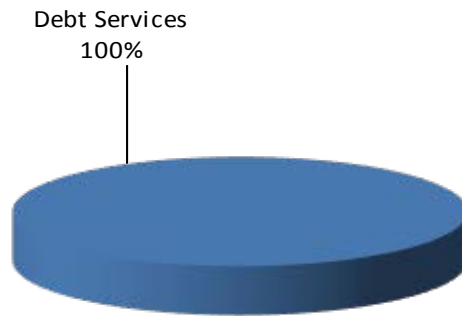
**Police Station Bond Fund
Administrative Services Department
Police Station Debt Service**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	260,973	272,588	272,588	242,475	242,475
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 260,973	\$ 272,588	\$ 272,588	\$ 242,475	\$ 242,475

2016 Budget



RICHLAND COMMUNITY CTR DEBT SERVICE FUND 220

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 342,463	\$ 304,625	\$ 304,625
Current Expenditures	-	-	-
Debt Service	(331,208)	(304,625)	(304,625)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	11,255	-	-
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	11,255	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	11,255	-	-
Projected Reserves:			
Unassigned Fund Balance	11,255	-	-
Other Reserves	-	-	-
Totals	\$ 11,255	\$ -	\$ -

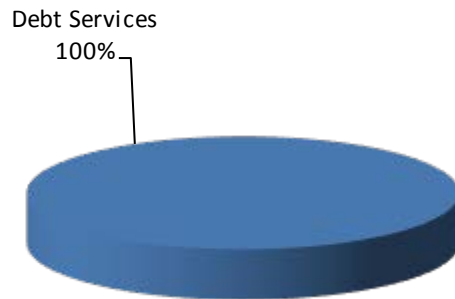
**Richland Community Center Bond Fund
Administrative Services Department
Richland Community Center Debt Service**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	325,559	331,208	331,208	304,625	304,625
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 325,559	\$ 331,208	\$ 331,208	\$ 304,625	\$ 304,625

2016 Budget



LIBRARY REMODEL DEBT SERVICE FUND 222

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,403,900	\$ 1,287,700	\$ 1,287,700
Current Expenditures	-	-	-
Debt Service	(1,356,988)	(1,287,700)	(1,287,700)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	46,912	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	46,912	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	46,912	-	-
Projected Reserves:			
Unassigned Fund Balance	46,912	-	-
Other Reserves	-	-	-
Totals	\$ 46,912	\$ -	\$ -

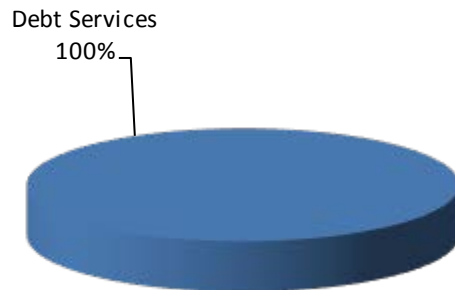
**Library Bond Fund
Administrative Services Department
Library Debt Service**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,319,840	1,356,988	1,356,988	1,287,700	1,287,700
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,319,840	\$ 1,356,988	\$ 1,356,988	\$ 1,287,700	\$ 1,287,700

2016 Budget



RAISE AREA DEBT SERVICE FUND 224

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 564,256	\$ 708,500	\$ 708,500
Current Expenditures	-	-	-
Debt Service	(656,958)	(659,846)	(659,846)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(92,702)	48,654	48,654
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
	(92,702)	48,654	48,654
Beginning Fund Balance	92,702	-	-
Ending Fund Balance (Reserves)	-	48,654	48,654
Projected Reserves:			
Unassigned Fund Balance	-	48,654	48,654
Other Reserves	-	-	-
Totals	\$ -	\$ 48,654	\$ 48,654

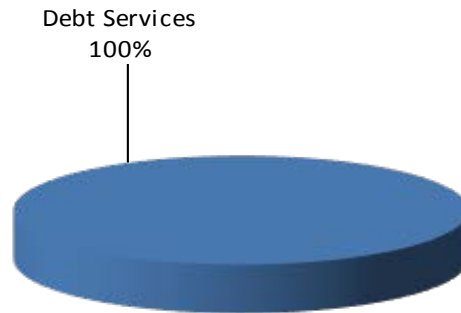
**RAISE Debt Service Fund
Administrative Services Department
RAISE Debt Service**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	658,622	656,958	656,958	659,846	659,846
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 658,622	\$ 656,958	\$ 656,958	\$ 659,846	\$ 659,846

2016 Budget



LID GUARANTY FUND 225

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 3,500	\$ 4,000	\$ 4,000
Current Expenditures	(150,010)	(10)	(10)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(146,510)	3,990	3,990
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(146,510)	3,990	3,990
Beginning Fund Balance	146,510	-	-
Ending Fund Balance (Reserves)	-	3,990	3,990
Projected Reserves:			
Unassigned Fund Balance	-	3,990	3,990
Other Reserves	-	-	-
Additional Reserves	-	-	-
Totals	\$ -	\$ 3,990	\$ 3,990

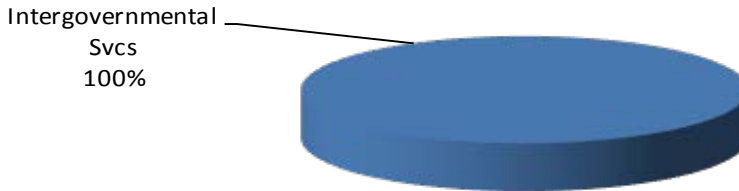
**LID Guaranty Fund
Administrative Services Department
LID Guaranty**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	10	10	10	10
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ 10	\$ 10	\$ 10	\$ 10
Transfers	-	150,000	150,000	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ 150,010	\$ 150,010	\$ 10	\$ 10

2016 Budget



SPECIAL ASSESSMENT DEBT SERVICE FUND 226

Description	Estimated	Baseline	Adopted
	2015 Budget	2016 Budget	2016 Budget
Current Revenues	\$ 46,168	\$ 890,341	\$ 890,341
Current Expenditures	-	(850,000)	(850,000)
Debt Service	(7,000)	(2,282)	(2,282)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	39,168	38,059	38,059
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
	39,168	38,059	38,059
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	39,168	38,059	38,059
Projected Reserves:			
Unassigned Fund Balance	39,168	38,059	38,059
Other Reserves	-	-	-
Totals	\$ 39,168	\$ 38,059	\$ 38,059

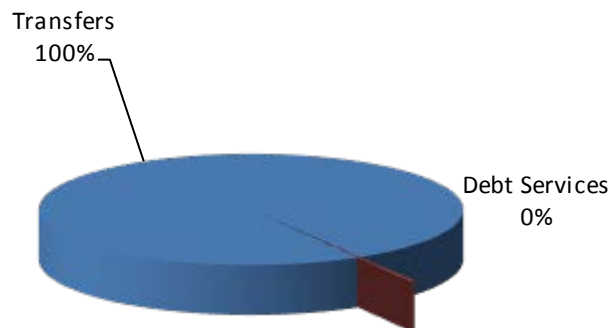
**Special Assessment Debt Service Fund
Administrative Services Department
Special Assessment Debt Service**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	850,000	850,000
Capital Outlay	-	-	-	-	-
Debt Services	-	7,000	7,000	2,282	2,282
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ 7,000	\$ 7,000	\$ 852,282	\$ 852,282

2016 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.

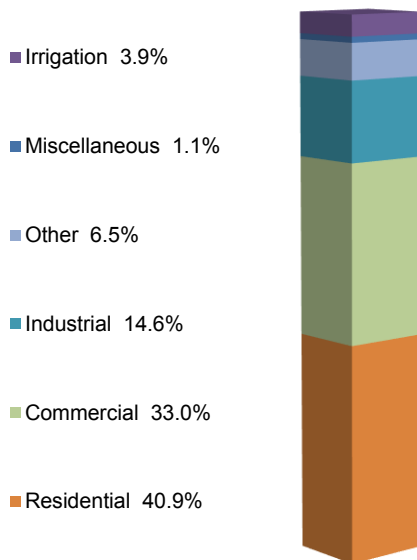
Medical Services Fund (407) is used to account for the provision of ambulance service to the residents of the City. All activities necessary to provide such service are accounted for in this fund.

Broadband Fund (408) is used to account for capital expenditures related to the design and construction of fiber optic infrastructure.

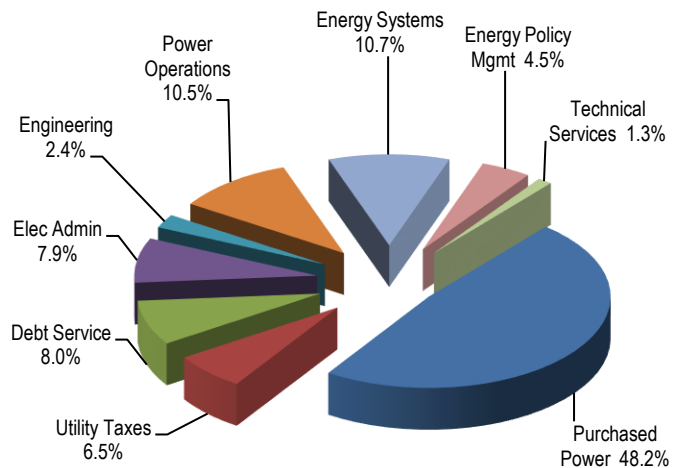
ELECTRIC FUND 401

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 61,090,250	\$ 65,962,410	\$ 65,962,410
Current Expenditures	(59,719,330)	(66,654,710)	(64,361,089)
Debt Service	(5,139,600)	(6,435,836)	(6,435,836)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(3,768,680)	(7,128,136)	(4,834,515)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(4,473,915)	(7,274,542)	(9,189,000)
Increased Funding Requests	-	-	(430,670)
Expanded Programs	-	-	(493,131)
Current Revenue Over (Under) All Expenditures	(8,242,595)	(14,402,678)	(14,947,316)
Beginning Fund Balance	8,242,595	14,402,678	14,947,316
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues

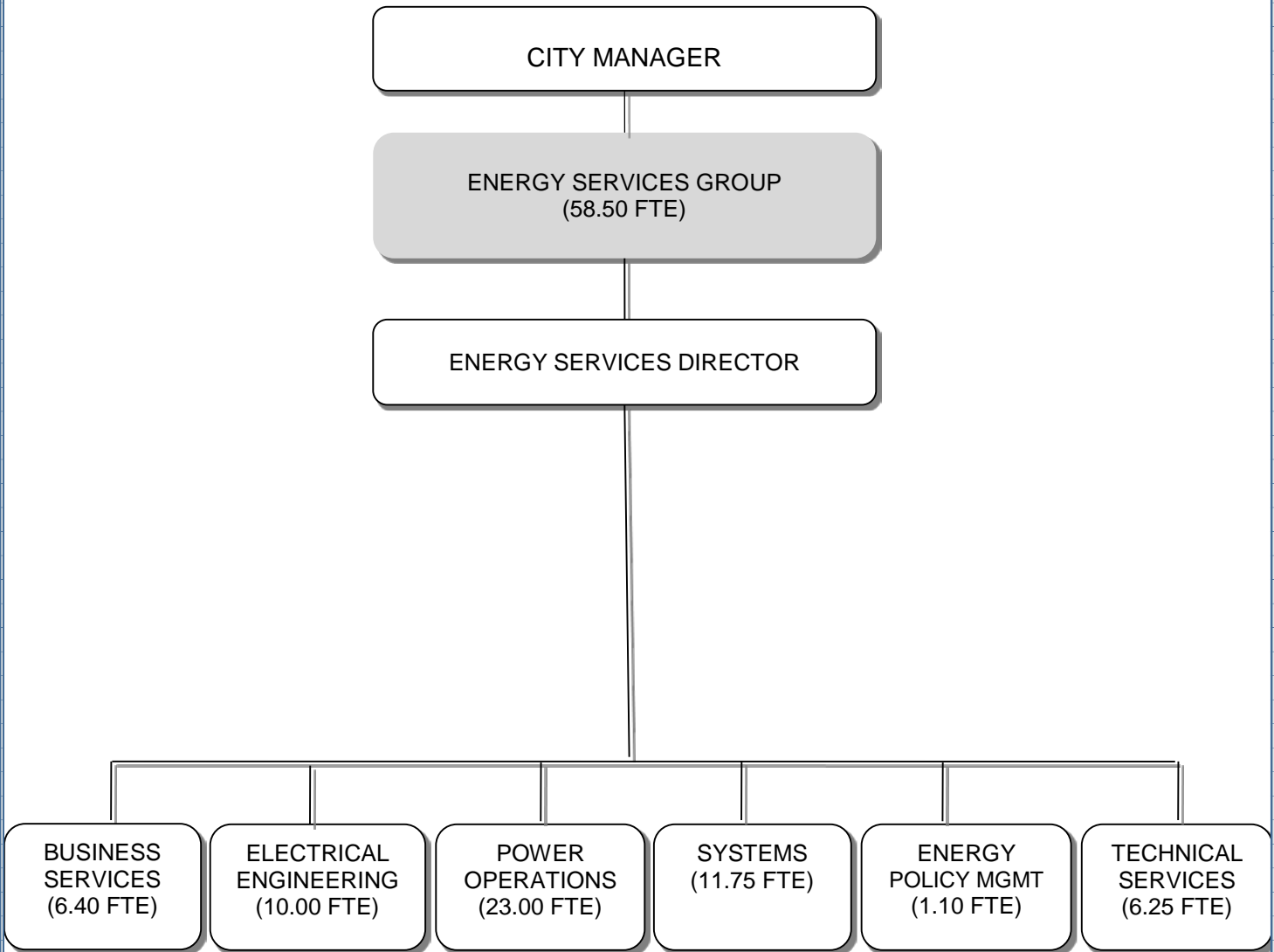


Expenditures by Activity



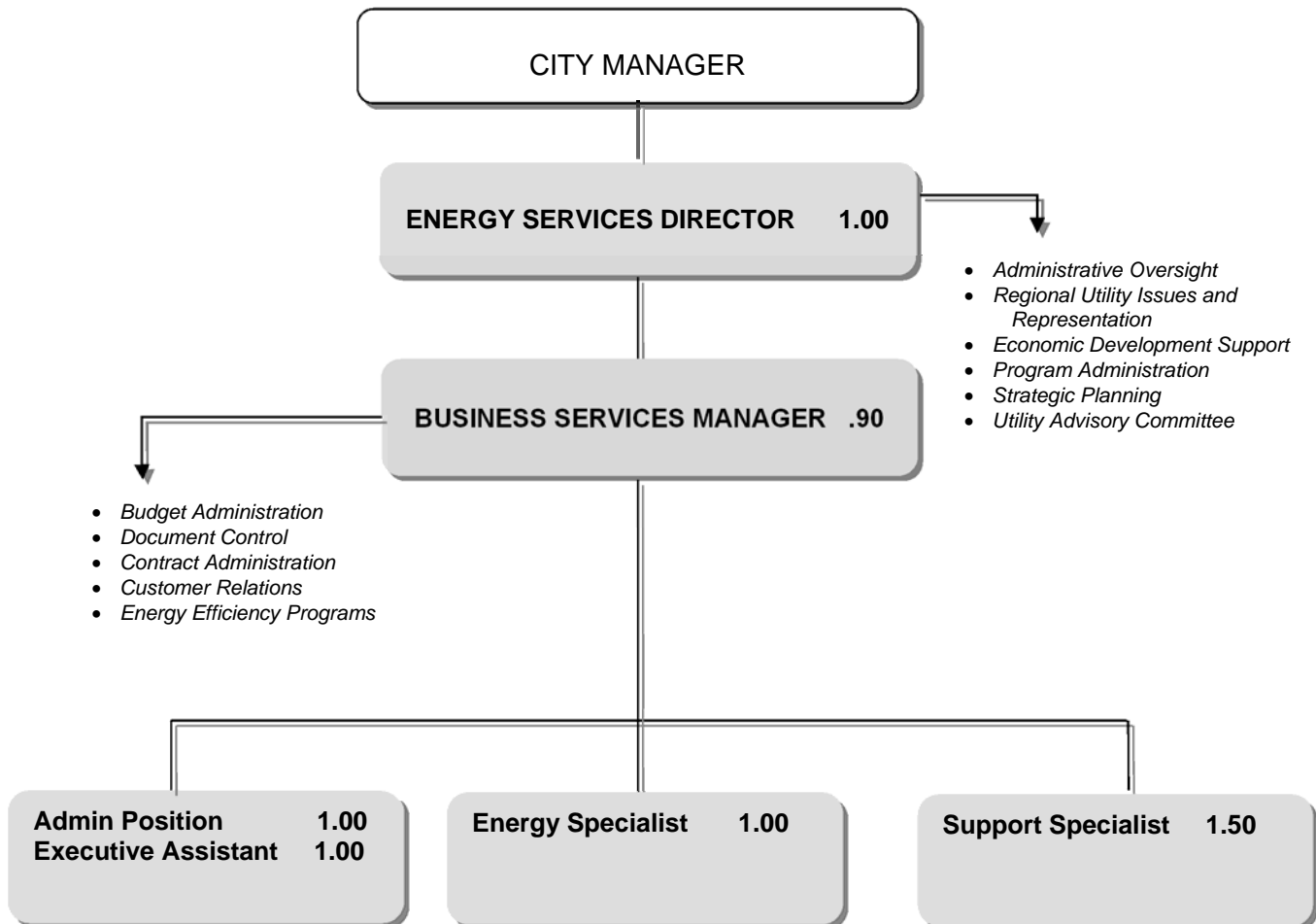
**Electric Fund
Energy Services Department**

2016 FUNCTIONAL CHART



**Electric Fund
Energy Services Department
BUSINESS SERVICES DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Retail sales revenue per retail MWh sold	\$57.26	\$56.88	\$57.53	\$62.49
Operating expense per retail MWh sold	\$63.20	\$62.49	\$63.94	\$65.81
Non-power operating expense per retail MWh sold	\$25.22	\$23.21	\$22.89	\$23.38
Lost time accident per 100 employees	5	9	2	3
MWhs sold per employee	15,081	15,630	15,180	15,837
Energy conservation annual new loans	\$997,871	\$881,357	\$900,000	\$900,000
Cumulative revolving loan fund turnover	8.02	8.46	8.90	9.35

**Electric Fund
Energy Services Department
Business Services Division**

Personnel Summary

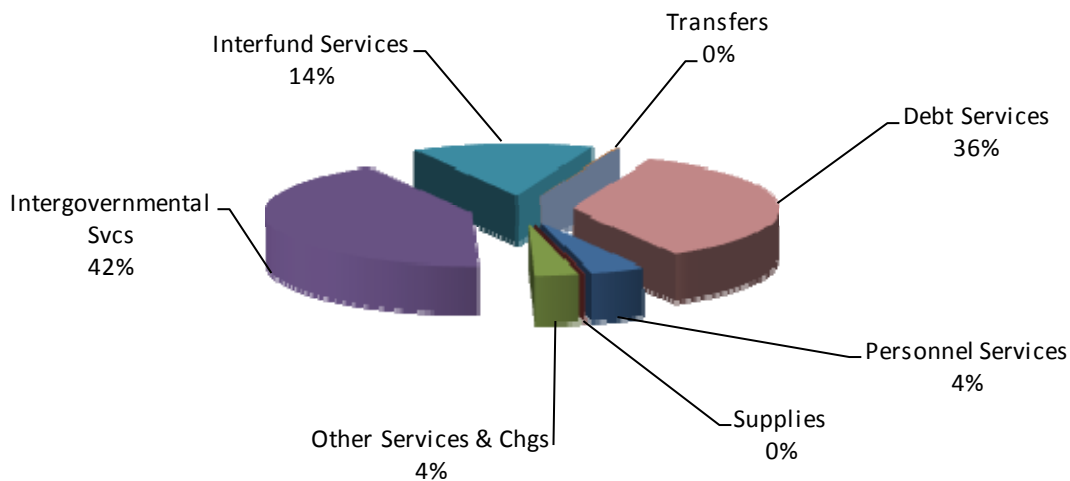
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Energy Services Director	1.00	1.00	1.00	1.00	1.00
Business Services Manager	1.00	1.00	0.90	0.90	0.90
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Admin Support Position*	0.00	0.00	0.00	0.00	1.00
Power Analyst	1.00	0.00	0.00	0.00	0.00
Energy Specialist	2.00	1.00	1.00	1.00	1.00
Support Specialist	1.50	1.50	1.50	1.50	1.50
Total Full-Time Positions:	7.50	5.50	5.40	5.40	6.40

*Title to be determined in 2016

Budget Summary

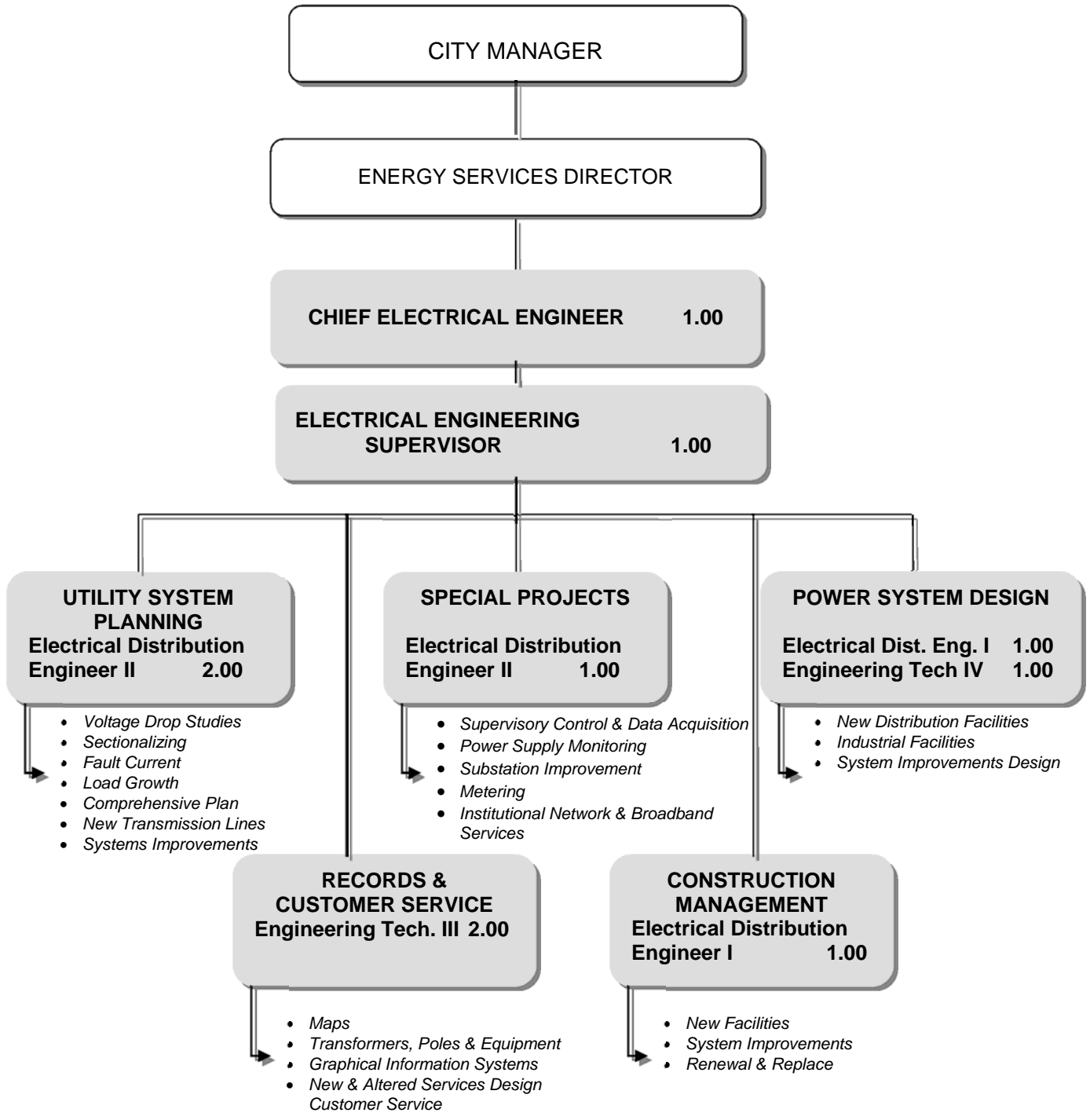
DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 655,121	\$ 655,900	\$ 655,900	\$ 684,524	\$ 783,998
Supplies	2,649	1,500	2,100	6,600	11,600
Other Services & Chgs	450,013	538,180	722,130	616,826	628,483
Intergovernmental Svcs	6,370,248	6,643,284	6,643,284	7,658,200	7,658,200
Interfund Services	2,062,838	2,468,100	2,468,100	2,543,850	2,592,883
Total Current Expense	\$ 9,540,869	\$ 10,306,964	\$ 10,491,514	\$ 11,510,000	\$ 11,675,164
Transfers	30,000	30,000	30,000	30,000	30,000
Capital Outlay	-	-	-	2,542	2,542
Debt Services	5,133,952	5,139,600	5,139,600	6,435,836	6,435,836
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 14,704,821	\$ 15,476,564	\$ 15,661,114	\$ 17,978,378	\$ 18,143,542

2016 Budget



**Electric Fund
Energy Services Department
ELECTRICAL ENGINEERING DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Service area in square miles per engineering employee	6.45	6.50	5.80	5.80
Number of customers per engineering employee	2,856	2,920	2,642	2,689
Request for Services				
Temporary Services	264	229	260	250
New Services	350	279	300	350
Altered Services	53	34	60	40
Major Projects	117	122	140	120

**Electric Fund
Energy Services Department
Electrical Engineering Division**

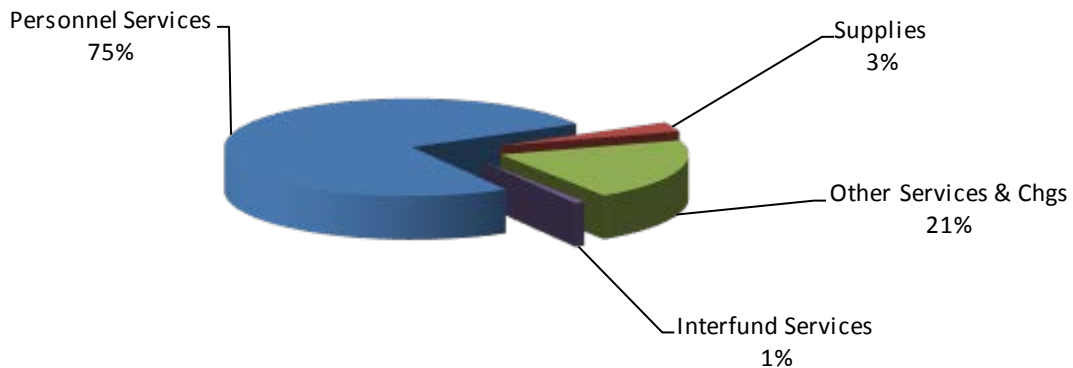
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Chief Electrical Engineer	1.00	1.00	1.00	1.00	1.00
Electrical Engineering Supervisor	0.00	0.00	0.00	0.00	1.00
Elec. Distribution Engineer II	3.00	3.00	3.00	3.00	3.00
Elec. Distribution Engineer I	1.00	1.00	2.00	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
Total Full-Time Positions:	8.00	8.00	9.00	9.00	10.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,119,767	\$ 1,280,500	\$ 1,280,500	\$ 1,320,326	\$ 1,473,320
Supplies	52,371	63,200	63,200	60,000	62,500
Other Services & Chgs	337,050	115,075	195,245	403,475	402,387
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	25,530	16,100	16,100	16,800	16,800
Total Current Expense	\$ 1,534,718	\$ 1,474,875	\$ 1,555,045	\$ 1,800,601	\$ 1,955,007
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,534,718	\$ 1,474,875	\$ 1,555,045	\$ 1,800,601	\$ 1,955,007

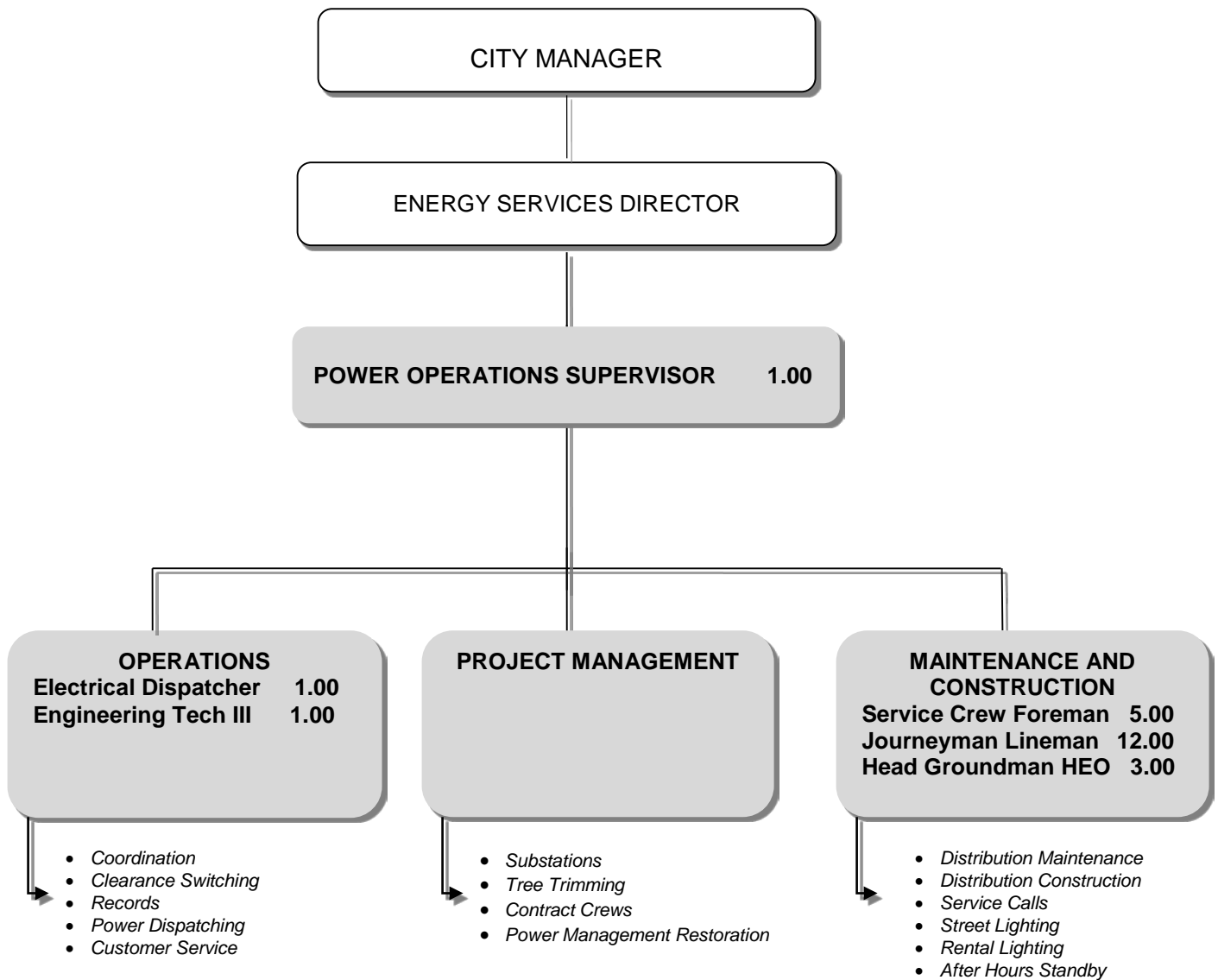
2016 Budget





**Electric Fund
Energy Services Department
POWER OPERATIONS DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Number of unscheduled outages per mile of distribution line	.24	.21	.20	.19
System average interruption duration index (SAIDI)	84.785	81.181	80.000	75.000
System average interruption frequency index (SAIFI)	.665	.331	.500	.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

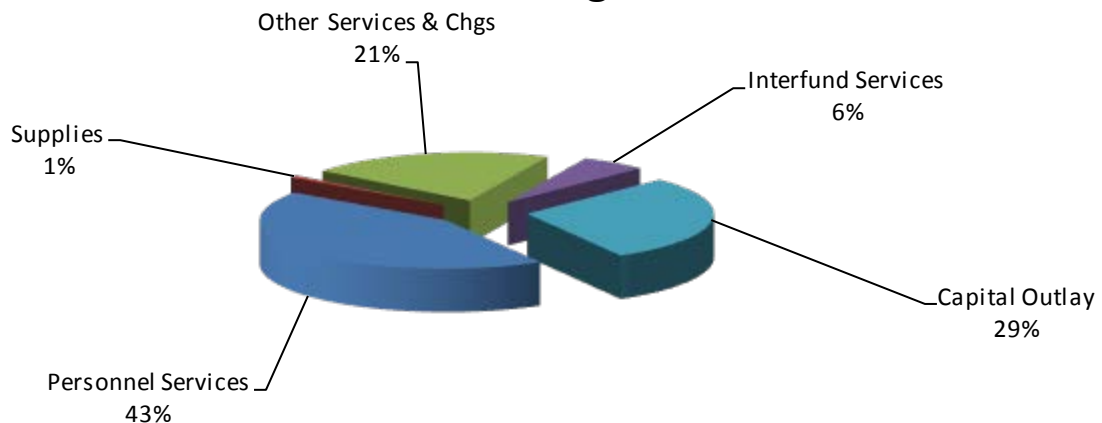
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	11.00	11.00	11.00	11.00
Heads Groundsman HEO	4.00	3.00	3.00	3.00	3.00
Total Full-Time Positions:	22.00	23.00	23.00	23.00	23.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 3,300,292	\$ 3,344,500	\$ 3,326,500	\$ 3,517,786	\$ 3,668,301
Supplies	64,292	62,350	62,350	62,350	62,350
Other Services & Chgs	1,214,176	1,598,375	1,795,600	1,819,175	1,815,674
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	407,623	358,800	358,800	435,600	485,600
Total Current Expense	\$ 4,986,383	\$ 5,364,025	\$ 5,543,250	\$ 5,834,911	\$ 6,031,925
Transfers	-	-	-	-	-
Capital Outlay	2,329,611	2,797,000	2,502,000	2,478,000	2,478,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7,315,994	\$ 8,161,025	\$ 8,045,250	\$ 8,312,911	\$ 8,509,925

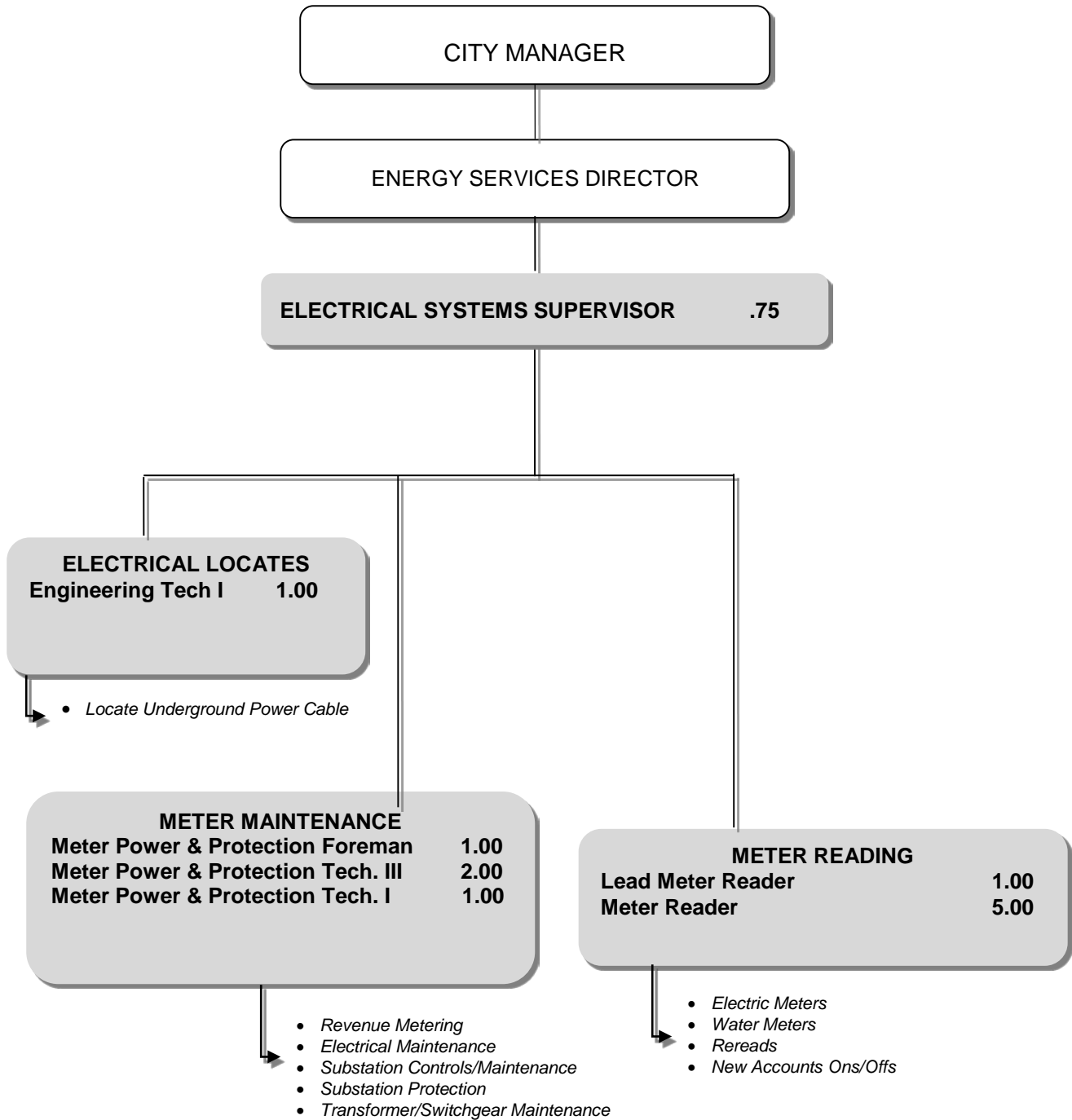
2016 Budget





**Electric Fund
Energy Services Department
SYSTEMS DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Electric meter installations	1,608	1,701	1,716	1,856
Water meter reads per year	218,784	221,076	244,976	221,964
Electric meter reads per year	291,504	321,762	331,104	327,372

Electric Fund Energy Services Department Systems Division

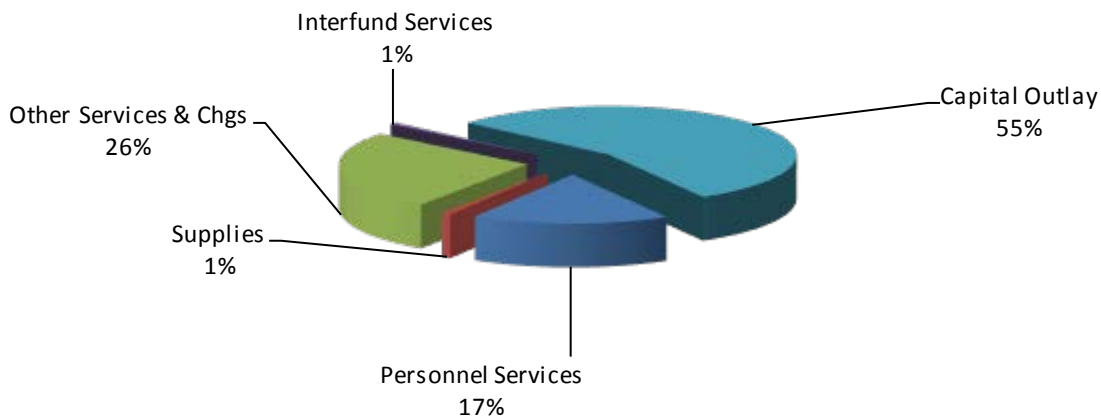
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Electrical Systems Supervisor	0.50	0.75	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	2.00	2.00	2.00
Meter Power & Protec. Tech. II	1.00	1.00	0.00	0.00	0.00
Meter Power & Protec. Tech. I	1.00	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
Total Full-Time Positions:	11.50	11.75	11.75	11.75	11.75

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,279,417	\$ 1,357,550	\$ 1,375,550	\$ 1,445,290	\$ 1,475,405
Supplies	65,963	77,050	77,050	71,550	71,550
Other Services & Chgs	736,632	1,025,200	1,025,200	2,278,500	2,276,439
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	56,993	68,800	68,800	57,200	57,200
Total Current Expense	\$ 2,139,005	\$ 2,528,600	\$ 2,546,600	\$ 3,852,540	\$ 3,880,594
Transfers	-	-	-	-	-
Capital Outlay	473,744	1,961,000	1,970,915	4,793,000	4,793,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,612,749	\$ 4,489,600	\$ 4,517,515	\$ 8,645,540	\$ 8,673,594

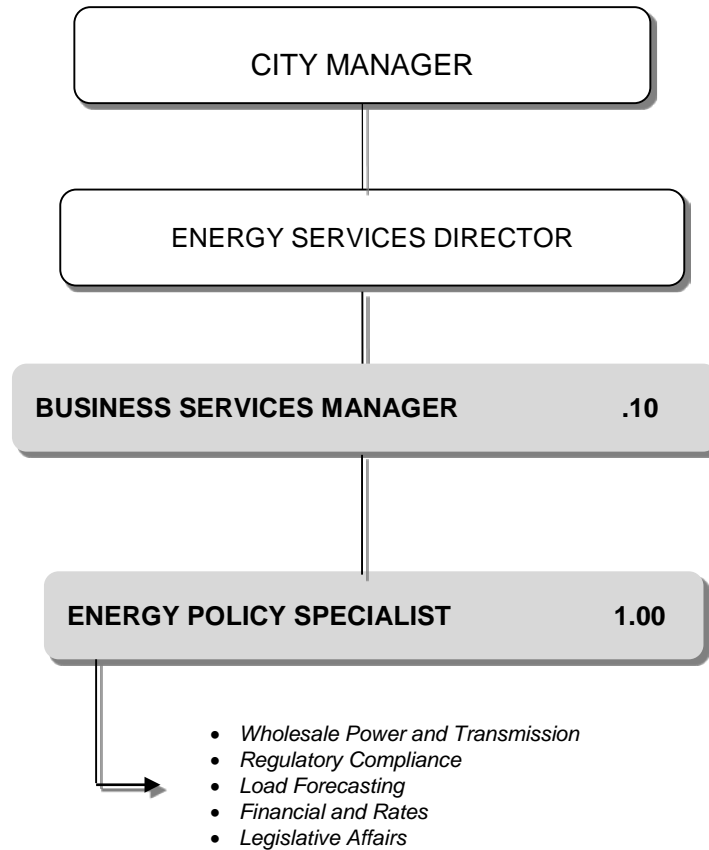
2016 Budget





**Electric Fund
Energy Services Department
ENERGY POLICY MANAGEMENT DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Power Sales Revenue Budget Variance	-0.8%	1.1%	-4.9%	+/-5.0%
Wholesale Power Expense Budget Variance	-7.1%	-1.5%	-5.1%	+/-5.0%
Retail Energy (kWh) Sales Budget Variance	-4.8%	0.7%	5.0%	+/-5.0%
Federal Reliability Non-Compliance Events	None	None	None	None

**Electric Fund
Energy Services Department
Energy Policy Management Division**

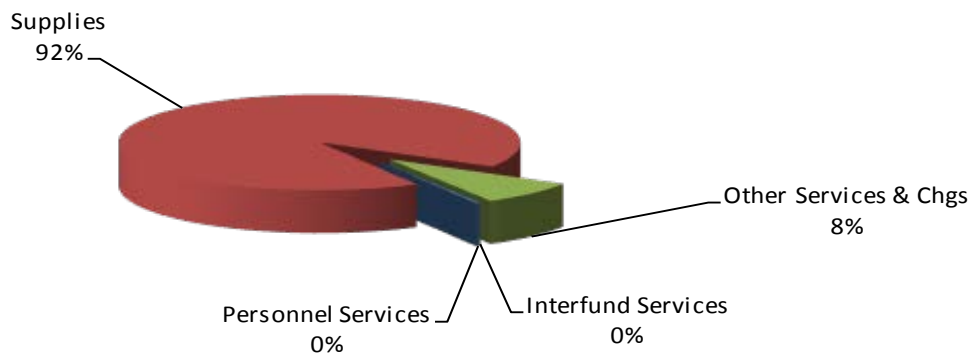
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Energy Policy Manager	1.00	0.00	0.00	0.00	0.00
Business Services Manager	0.00	0.00	0.10	0.10	0.10
Technical Services Manager	0.00	1.00	0.00	0.00	0.00
Energy Policy Specialist	0.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	1.00	2.00	1.10	1.10	1.10

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 200,683	\$ 139,300	\$ 139,300	\$ 140,623	\$ 140,623
Supplies	35,312,895	36,077,600	36,077,600	38,970,700	38,970,700
Other Services & Chgs	1,988,597	2,270,625	2,301,071	3,467,345	3,466,645
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	1,830	2,000	2,000	2,100	2,100
Total Current Expense	\$ 37,504,005	\$ 38,489,525	\$ 38,519,971	\$ 42,580,768	\$ 42,580,068
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 37,504,005	\$ 38,489,525	\$ 38,519,971	\$ 42,580,768	\$ 42,580,068

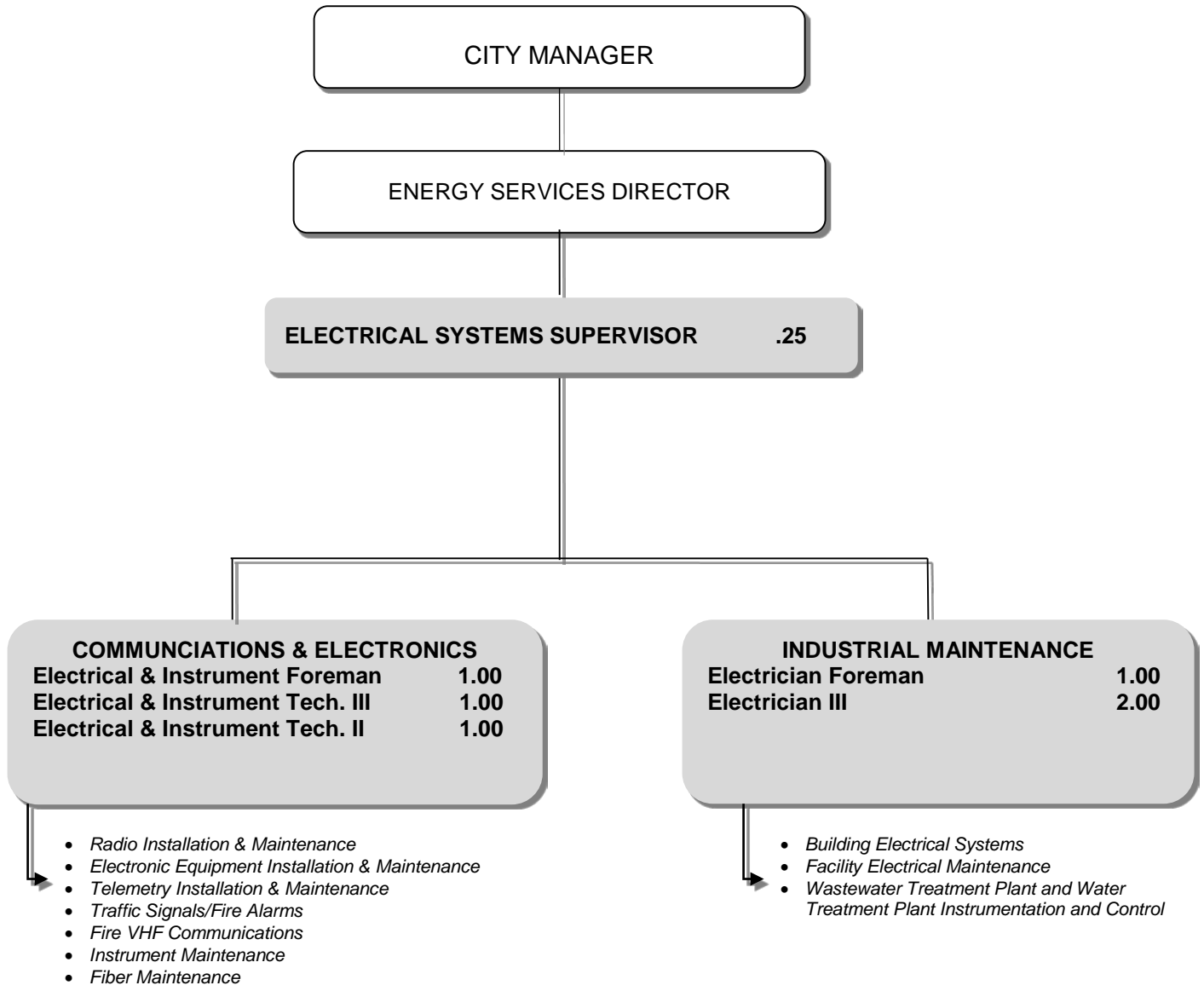
2016 Budget





**Electric Fund
Energy Services Department
TECHNICAL SERVICES DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Work performed for other departments	\$668,860	\$599,638	\$625,000	\$615,000

Electric Fund Energy Services Department Technical Services Division

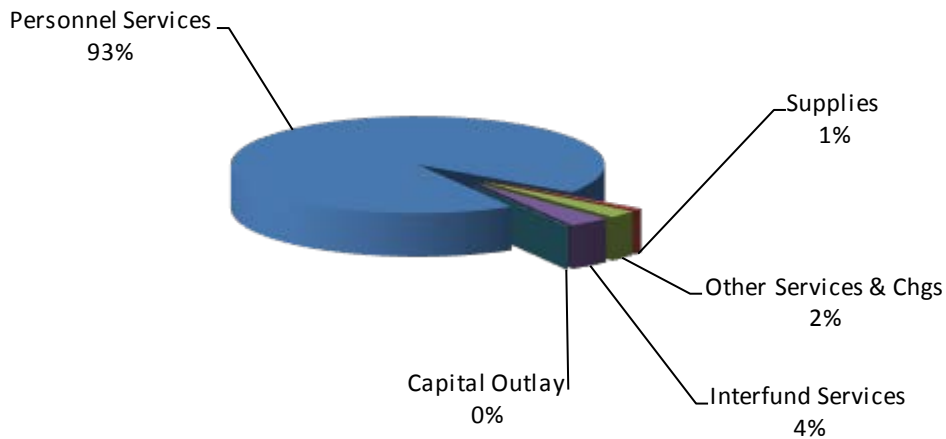
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Electrical Systems Supervisor	0.50	0.25	0.25	0.25	0.25
Electrical & Instrument Foreman	1.00	1.00	1.00	1.00	1.00
Electrical & Instrument Technician III	1.00	1.00	1.00	1.00	1.00
Electrical & Instrument Technician II	1.00	1.00	1.00	1.00	1.00
Electrician Foreman	1.00	1.00	1.00	1.00	1.00
Electrician III	3.00	2.00	2.00	2.00	2.00
Total Full-Time Positions:	7.50	6.25	6.25	6.25	6.25

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 897,978	\$ 938,100	\$ 938,100	\$ 974,140	\$ 974,140
Supplies	15,556	9,600	9,600	8,500	8,500
Other Services & Chgs	23,441	32,050	32,050	25,550	26,250
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	43,405	53,200	53,200	37,700	37,700
Total Current Expense	\$ 980,380	\$ 1,032,950	\$ 1,032,950	\$ 1,045,890	\$ 1,046,590
Transfers	-	-	-	-	-
Capital Outlay	250	1,000	1,000	1,000	1,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 980,630	\$ 1,033,950	\$ 1,033,950	\$ 1,046,890	\$ 1,047,590

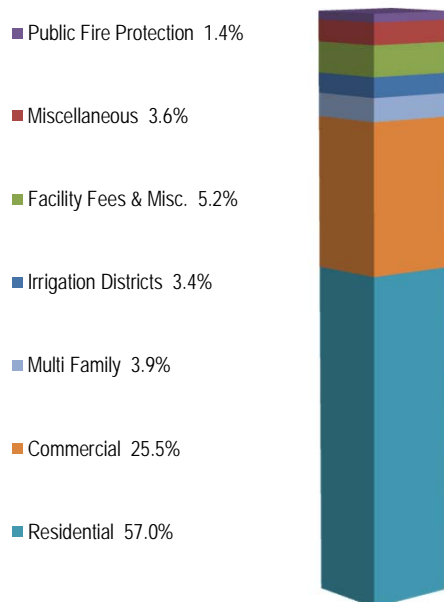
2016 Budget



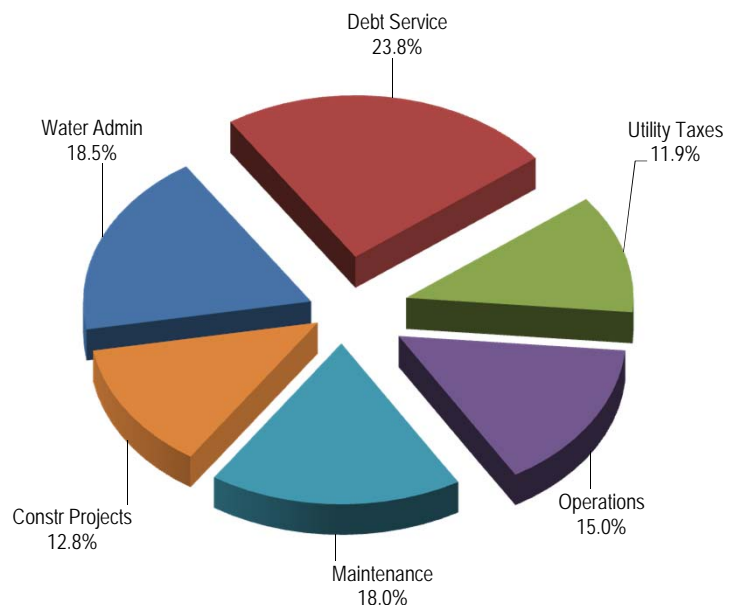
WATER FUND 402

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 14,109,358	\$ 15,202,244	\$ 15,202,244
Current Expenditures	(9,204,306)	(9,398,053)	(9,348,743)
Debt Service	(3,687,624)	(3,547,291)	(3,547,291)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	1,217,428	2,256,900	2,306,210
Non-Current Revenues	472,625	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(4,266,357)	(1,910,000)	(1,910,000)
Increased Funding Requests	-	-	(49,310)
Expanded Programs	-	-	(65,672)
Current Revenue Over (Under) All Expenditures	(2,576,304)	346,900	281,228
Beginning Fund Balance	2,576,304	-	-
Ending Fund Balance (Reserves)	-	346,900	281,228
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	346,900	281,228
Totals	\$ -	\$ 346,900	\$ 281,228

Revenues



Expenditures by Activity



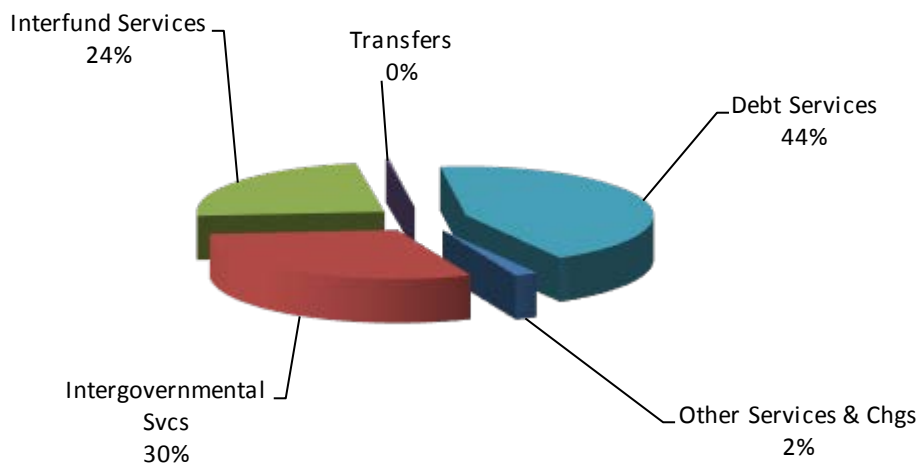
**Water Utility Fund
Public Works Department
Water Administration Division**

Mission Statement: Richland Water delivers reliable, high quality water services by using proven treatment techniques and best management practices.

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	187,412	158,613	438,613	146,544	158,807
Intergovernmental Svcs	2,327,553	2,349,057	2,349,057	2,426,141	2,426,141
Interfund Services	1,555,571	1,860,289	1,860,289	1,897,734	1,934,766
Total Current Expense	\$ 4,070,536	\$ 4,367,959	\$ 4,647,959	\$ 4,470,419	\$ 4,519,714
Transfers	20,000	20,000	20,000	20,000	20,000
Capital Outlay	-	-	-	-	-
Debt Services	3,720,597	3,687,624	3,687,624	3,547,291	3,547,291
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7,811,133	\$ 8,075,583	\$ 8,355,583	\$ 8,037,710	\$ 8,087,005

2016 Budget



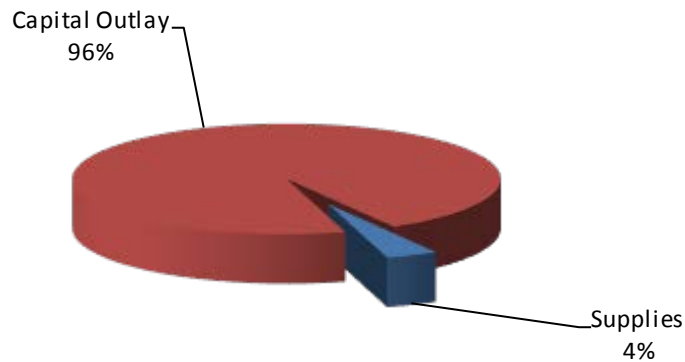
**Water Utility Fund
Public Works Department
Water Utility Construction Projects Division**

Mission Statement: Richland Water delivers reliable, high quality water services by using proven treatment techniques and best management practices.

Budget Summary

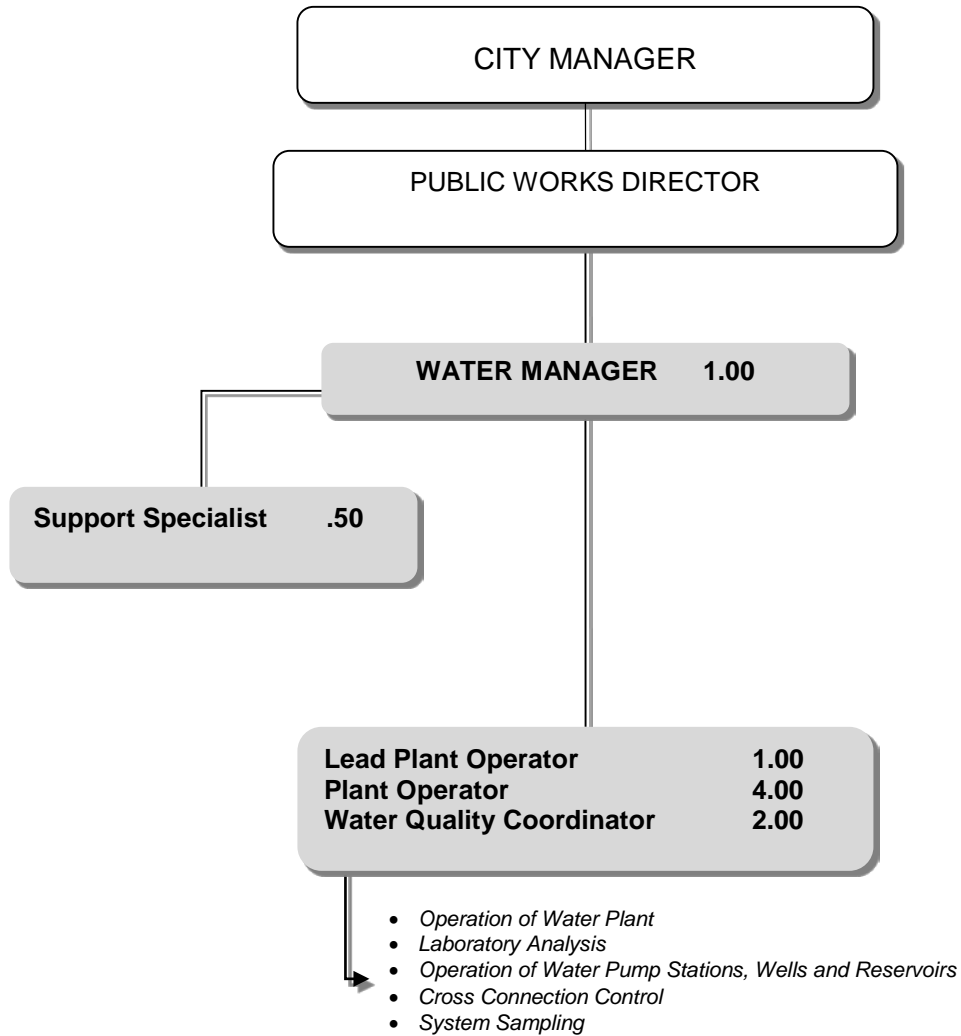
DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	85,265	-	-	75,000	75,000
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 85,265	\$ -	\$ -	\$ 75,000	\$ 75,000
Transfers	-	-	-	-	-
Capital Outlay	786,035	2,250,000	4,147,114	1,835,000	1,835,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 871,300	\$ 2,250,000	\$ 4,147,114	\$ 1,910,000	\$ 1,910,000

2016 Budget



**Water Utility Fund
Public Works Department
WATER OPERATIONS DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Average Filter Effluent Turbidity	0.05	0.05	0.05	0.05
Average System Chlorine residual	0.74	0.78	0.77	0.78
Daily average per capita water consumption (gallons)	292.66	300.89	324.07	300.00
Cost per gallon of delivered water	\$0.002945	\$0.002468	\$0.002809	\$0.002546

Water Utility Fund Public Works Department Water Operations Division

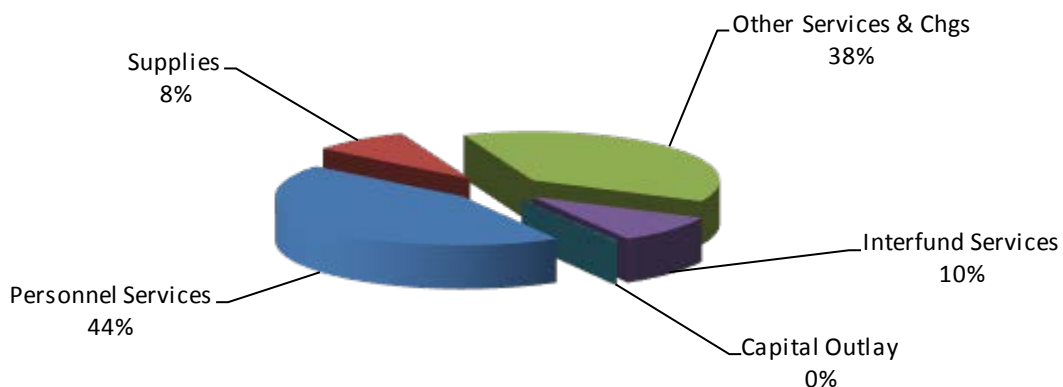
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Total Full-Time Positions:	8.50	8.50	8.50	8.50	8.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 947,352	\$ 968,054	\$ 953,494	\$ 985,398	\$ 985,398
Supplies	212,708	187,707	186,507	188,424	188,424
Other Services & Chgs	797,177	785,598	786,798	851,467	854,037
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	198,141	193,481	208,041	211,383	211,383
Total Current Expense	\$ 2,155,378	\$ 2,134,840	\$ 2,134,840	\$ 2,236,672	\$ 2,239,242
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	2,542	2,542
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,155,378	\$ 2,134,840	\$ 2,134,840	\$ 2,239,214	\$ 2,241,784

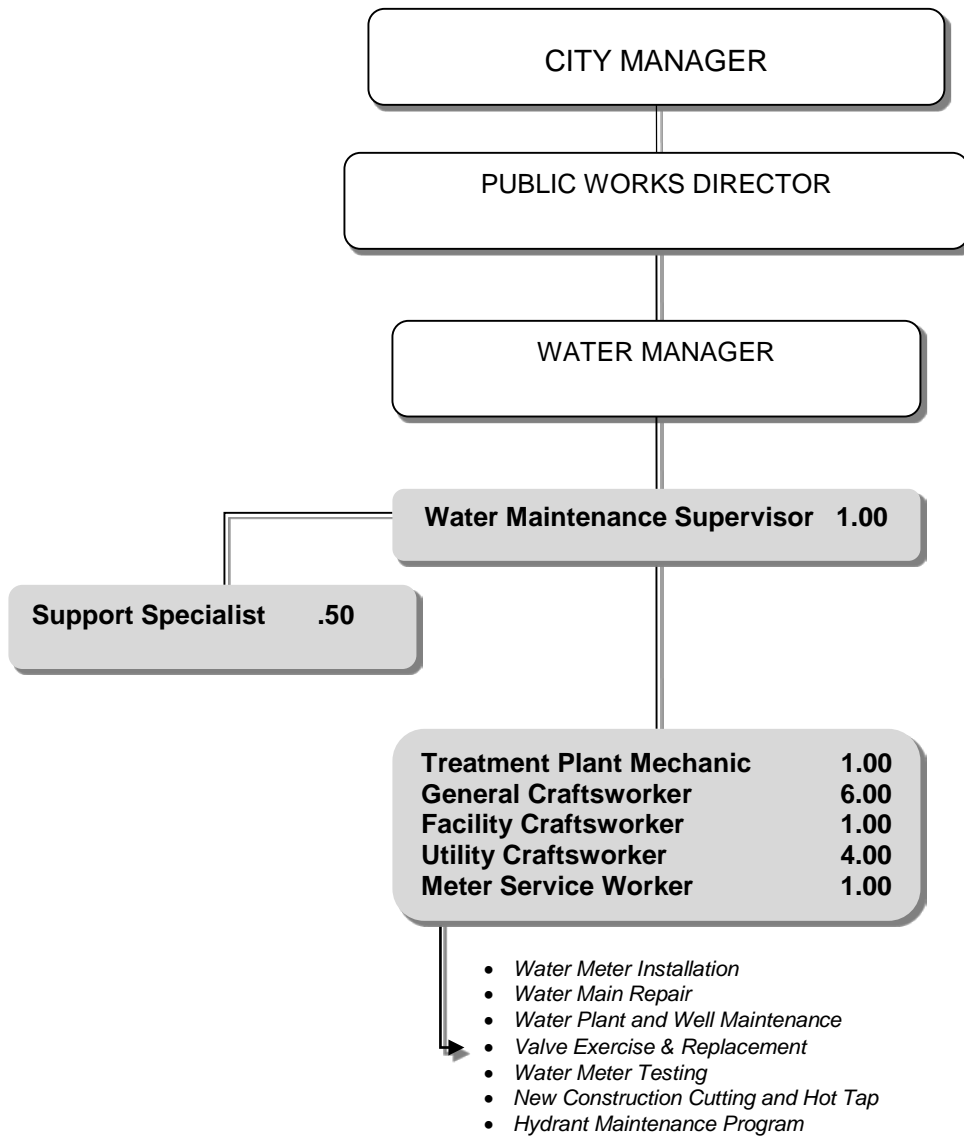
2016 Budget





**Water Utility Fund
Public Works Department
WATER MAINTENANCE DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2065 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

**Water Utility Fund
Public Works Department
Water Maintenance Division**

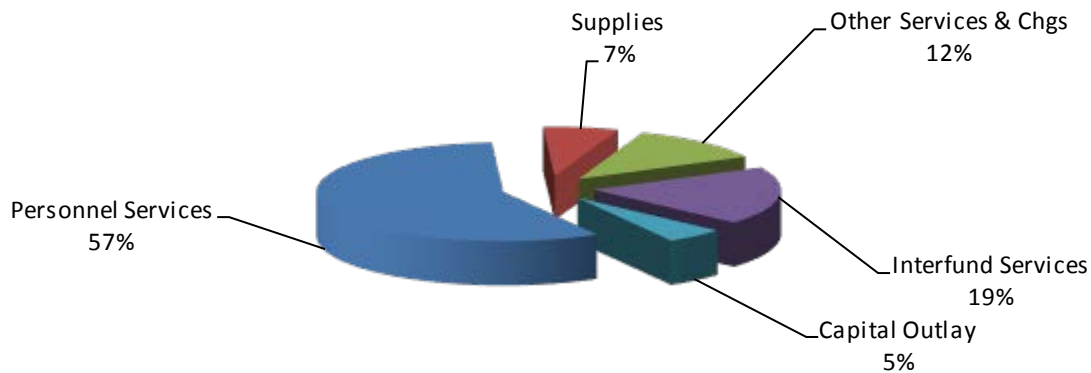
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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 Craftsworker	6.00	6.00	6.00	6.00	6.00
Utility Craftsworker	4.00	4.00	4.00	4.00	4.00
Facility Craftsworker	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	0.00	0.00	0.00
Meter Service Worker	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	14.75	14.75	14.50	14.50	14.50

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,478,067	\$ 1,473,095	\$ 1,473,095	\$ 1,538,131	\$ 1,538,131
Supplies	259,222	107,285	205,125	168,820	174,820
Other Services & Chgs	221,981	253,016	256,657	312,258	321,828
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	416,414	466,630	466,630	510,388	510,388
Total Current Expense	\$ 2,375,684	\$ 2,300,026	\$ 2,401,507	\$ 2,529,597	\$ 2,545,167
Transfers	-	-	-	-	-
Capital Outlay	35,580	176,560	119,243	126,560	137,060
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,411,264	\$ 2,476,586	\$ 2,520,750	\$ 2,656,157	\$ 2,682,227

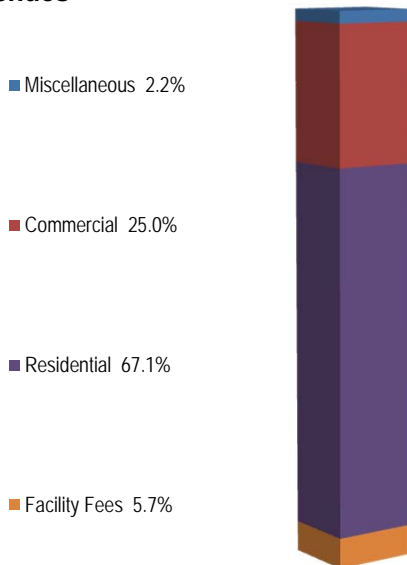
2016 Budget



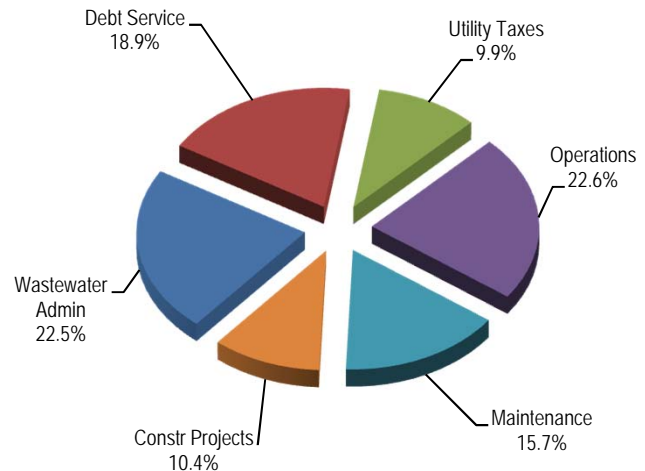
WASTEWATER FUND 403

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 9,474,725	\$ 9,863,350	\$ 9,863,350
Current Expenditures	(6,314,597)	(6,941,854)	(6,885,432)
Debt Service	(1,966,632)	(1,868,994)	(1,868,994)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	1,193,496	1,052,502	1,108,924
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(5,173,710)	(1,060,000)	(1,060,000)
Increased Funding Requests	-	-	(56,422)
Expanded Programs	-	-	(33,542)
Current Revenue Over (Under) All Expenditures	(3,980,214)	(7,498)	(41,040)
Beginning Fund Balance	3,980,214	8,650	41,040
Ending Fund Balance (Reserves)	-	1,152	-
Projected Reserves:			
Unassigned Fund Balance	-	1,152	-
Other Reserves	-	-	-
Totals	\$ -	\$ 1,152	\$ -

Revenues



Expenditures by Activity



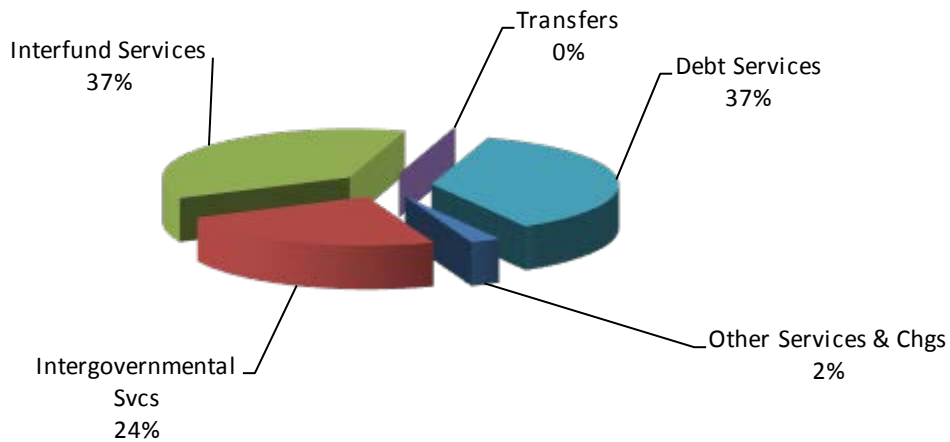
**Wastewater Utility Fund
Public Works Department
Wastewater Administration Division**

Mission Statement: Richland Wastewater guards public and environmental health using proven treatment techniques and best management practices.

Budget Summary

DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	112,900	106,463	216,463	131,828	131,828
Intergovernmental Svcs	1,172,915	1,178,371	1,178,371	1,206,220	1,206,220
Interfund Services	1,131,277	1,336,743	1,336,743	1,833,605	1,867,147
Total Current Expense	\$ 2,417,092	\$ 2,621,577	\$ 2,731,577	\$ 3,171,653	\$ 3,205,195
Transfers	5,000	5,000	5,000	5,000	5,000
Capital Outlay	-	-	-	-	-
Debt Services	1,990,627	1,966,632	1,966,632	1,868,994	1,868,994
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 4,412,719	\$ 4,593,209	\$ 4,703,209	\$ 5,045,647	\$ 5,079,189

2016 Budget



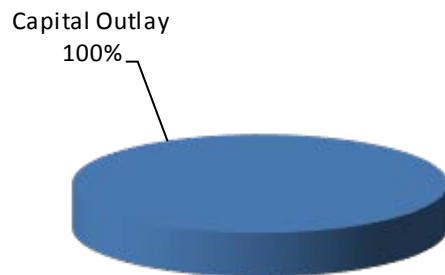
**Wastewater Utility Fund
Public Works Department
Wastewater Utility Construction Projects Division**

Mission Statement: Richland Wastewater guards public and environmental health using proven treatment techniques and best management practices.

Budget Summary

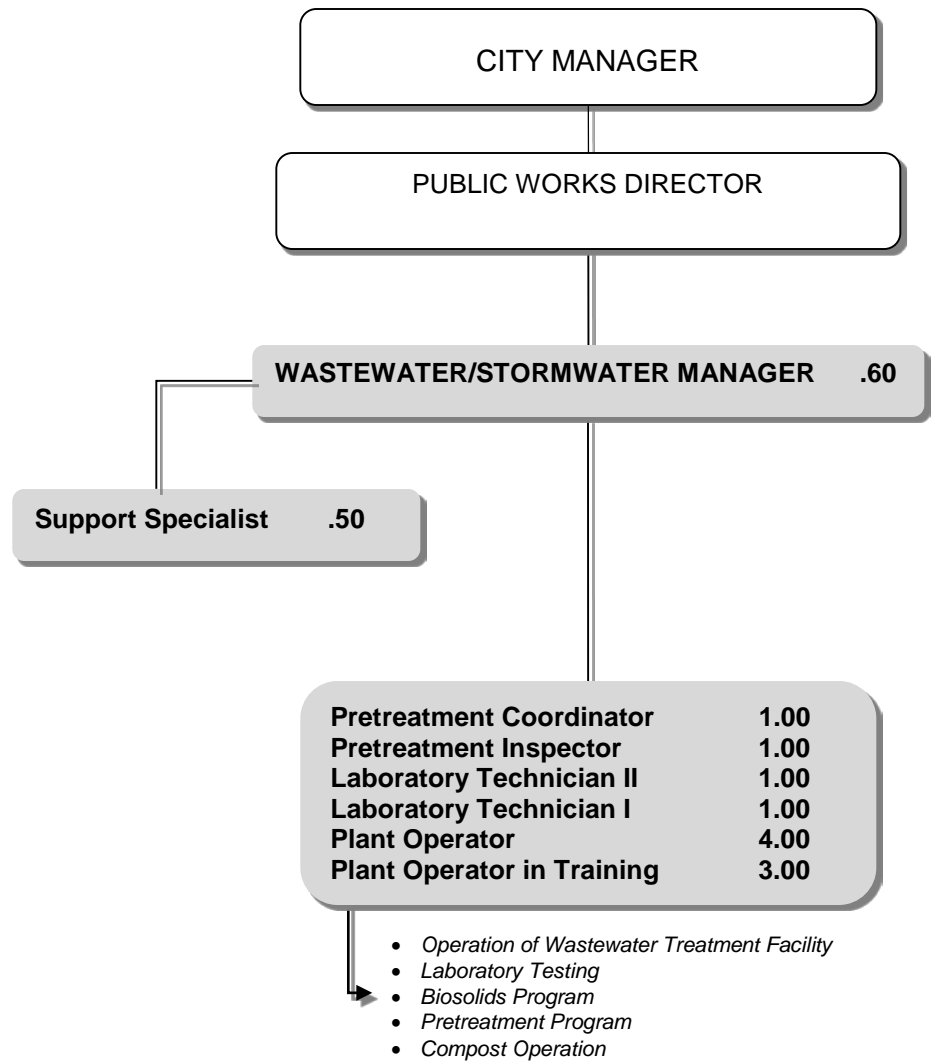
DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	18,916	-	-	-	-
Other Services & Chgs	135,779	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 154,695	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	759,003	8,419,410	5,173,710	1,035,000	1,035,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 913,698	\$ 8,419,410	\$ 5,173,710	\$ 1,035,000	\$ 1,035,000

2016 Budget



**Wastewater Utility Fund
Public Works Department
WASTEWATER OPERATIONS DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Number of backups with City responsibility	40	25	22	18
Average Crew response time to a backup call out (minutes)	23.5	22.6	25.0	25.0
Monthly average of plant Biological Oxygen Demand (BOD) removal percentage	92.5%	91.1%	85.0%	85.0%
Monthly average of plant Total Suspended Solids (TSS) removal percentage	96.7%	96.3%	90.0%	90.0%
Cost per gallon of treated sewage	\$0.004884	\$0.004356	\$0.005845	\$0.004659

**Wastewater Utility Fund
Public Works Department
Wastewater Operations Division**

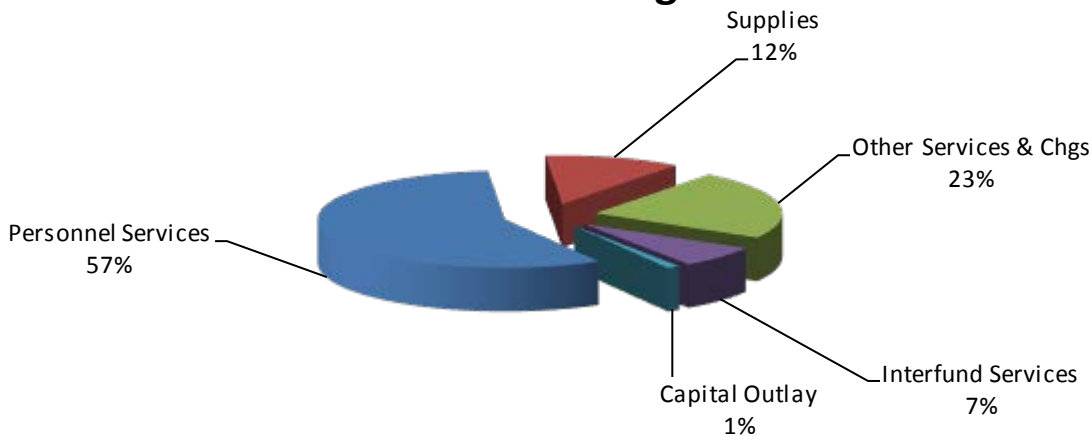
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	1.00	1.00	1.00
Laboratory Technician I	0.00	0.00	1.00	1.00	1.00
Plant Operator	6.00	6.00	4.00	4.00	4.00
Plant Operator in Training	1.00	1.00	3.00	3.00	3.00
Total Full-Time Positions:	12.10	12.10	12.10	12.10	12.10

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,216,004	\$ 1,250,519	\$ 1,250,519	\$ 1,272,888	\$ 1,272,888
Supplies	250,977	222,377	222,377	264,877	264,877
Other Services & Chgs	398,366	430,996	446,096	515,062	515,062
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	195,756	201,419	183,319	160,473	160,473
Total Current Expense	\$ 2,061,103	\$ 2,105,311	\$ 2,102,311	\$ 2,213,300	\$ 2,213,300
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	25,000	25,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,061,103	\$ 2,105,311	\$ 2,102,311	\$ 2,238,300	\$ 2,238,300

2016 Budget





**Wastewater Utility Fund
Public Works Department
WASTEWATER MAINTENANCE DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

**Wastewater Utility Fund
Public Works Department
Wastewater Maintenance Division**

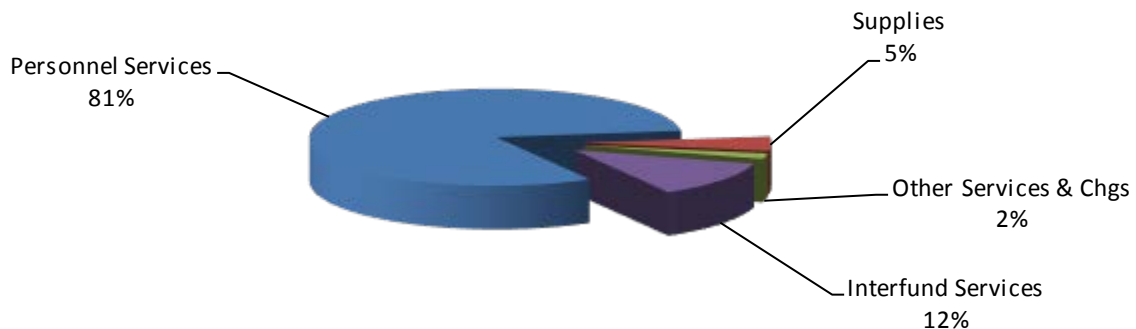
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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 Craftsworker	3.00	3.00	3.00	3.00	3.00
Facilities Craftsworker	2.00	2.00	2.00	2.00	2.00
Utility Craftsworker	3.00	3.00	3.00	3.00	3.00
Total Full-Time Positions:	10.85	10.85	10.85	10.85	10.85
Part-Time	Varies	Varies	Varies	Varies	Varies

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,088,789	\$ 1,195,214	\$ 1,195,214	\$ 1,260,400	\$ 1,260,400
Supplies	74,408	66,268	83,456	74,268	74,268
Other Services & Chgs	33,976	31,890	34,890	29,231	29,231
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	172,414	162,149	162,149	188,002	188,002
Total Current Expense	\$ 1,369,587	\$ 1,455,521	\$ 1,475,709	\$ 1,551,901	\$ 1,551,901
Transfers	-	-	-	-	-
Capital Outlay	6,078	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,375,665	\$ 1,455,521	\$ 1,475,709	\$ 1,551,901	\$ 1,551,901

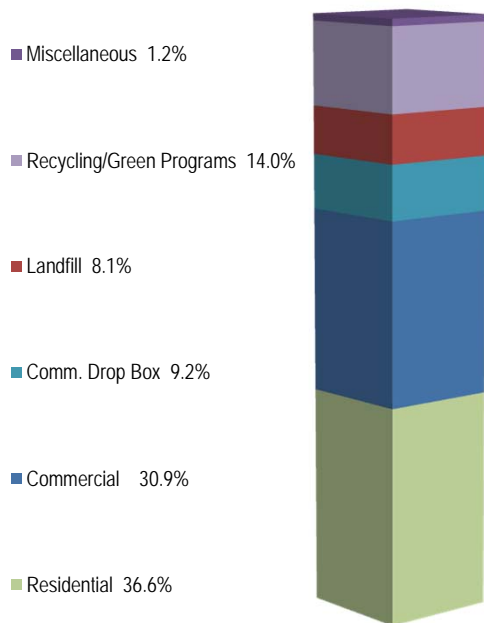
2016 Budget



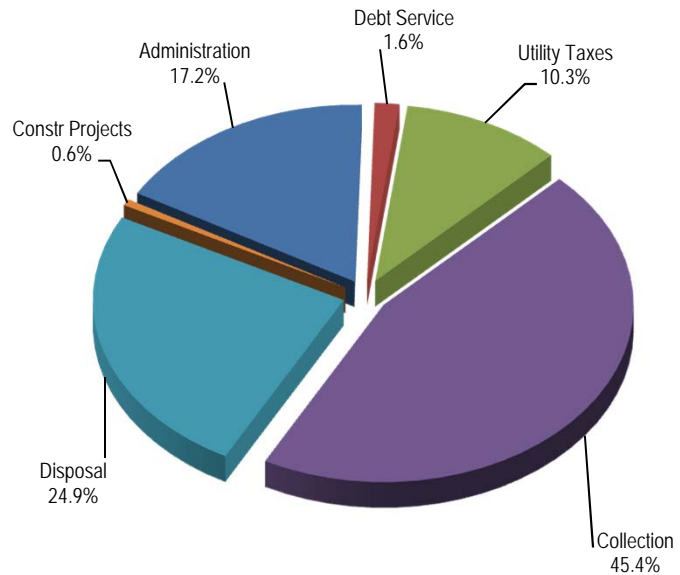
SOLID WASTE FUND 404

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 8,063,550	\$ 8,231,100	\$ 8,231,100
Current Expenditures	(7,667,993)	(8,143,554)	(8,143,554)
Debt Service	(132,738)	(133,988)	(133,988)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	262,819	(46,442)	(46,442)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	(726,838)	(50,000)	(50,000)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(115,889)
Current Revenue Over (Under) All Expenditures	(464,019)	(96,442)	(212,331)
Beginning Fund Balance	464,019	96,773	212,331
Ending Fund Balance (Reserves)	-	331	-
Projected Reserves:			
Unassigned Fund Balance	-	331	-
Other Reserves	-	-	-
Additional Reserves	-	-	-
Totals	\$ -	\$ 331	\$ -

Revenues



Expenditures by Activity



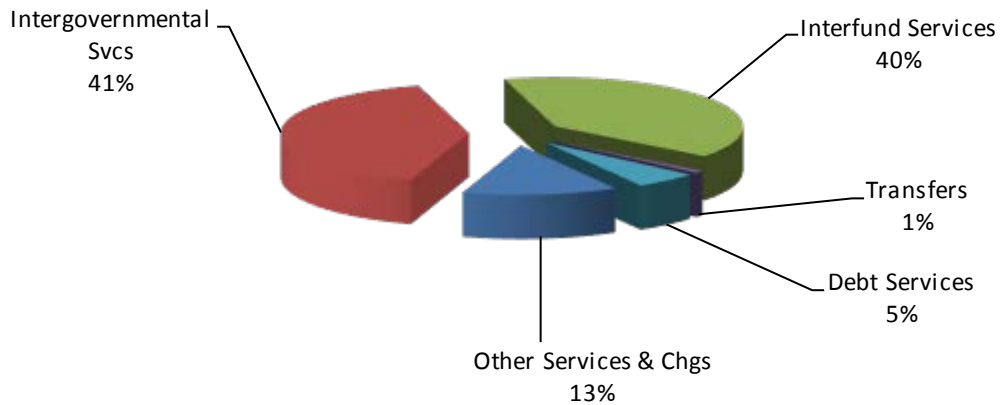
**Solid Waste Utility Fund
Public Works Department
Solid Waste Administration Division**

Mission Statement: Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

Budget Summary

DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	1,973,094	71,168	71,168	296,704	326,704
Intergovernmental Svcs	1,037,383	1,040,619	1,040,619	998,167	998,167
Interfund Services	805,110	891,435	891,435	963,978	974,867
Total Current Expense	\$ 3,815,587	\$ 2,003,222	\$ 2,003,222	\$ 2,258,849	\$ 2,299,738
Transfers	-	-	-	-	20,000
Capital Outlay	-	-	-	-	-
Debt Services	135,373	132,738	132,738	133,988	133,988
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,950,960	\$ 2,135,960	\$ 2,135,960	\$ 2,392,837	\$ 2,453,726

2016 Budget



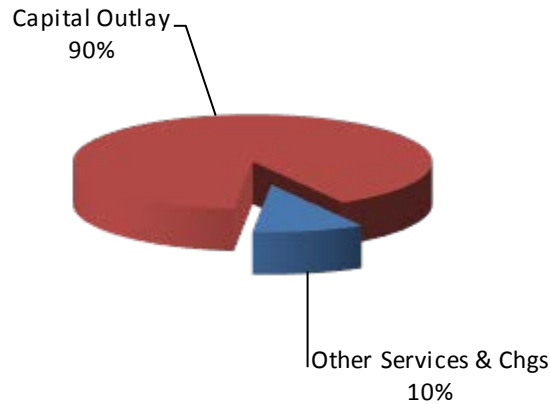
**Solid Waste Utility Fund
Public Works Department
Solid Waste Utility Construction Projects Division**

Mission Statement: Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

Budget Summary

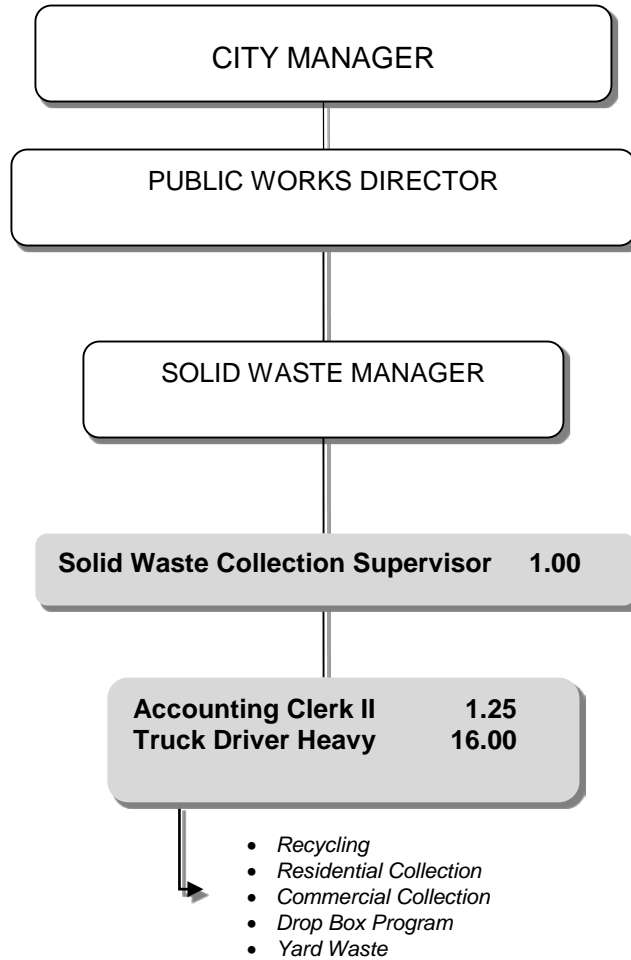
DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	20,491	-	-	-	-
Other Services & Chgs	102,437	-	-	5,000	5,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 122,928	\$ -	\$ -	\$ 5,000	\$ 5,000
Transfers	-	-	-	-	-
Capital Outlay	-	488,000	539,658	45,000	45,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 122,928	\$ 488,000	\$ 539,658	\$ 50,000	\$ 50,000

2016 Budget



**Solid Waste Utility Fund
Public Works Department
SOLID WASTE COLLECTION DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

**Solid Waste Utility Fund
Public Works Department
Solid Waste Collection Division**

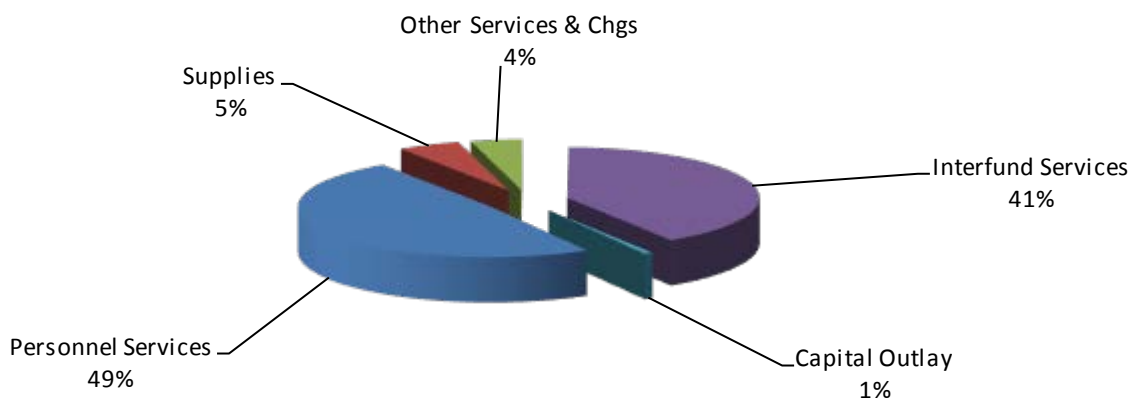
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Total Full-Time Positions:	18.25	18.25	18.25	18.25	18.25
Part-Time	Varies	Varies	Varies	Varies	Varies

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 1,792,083	\$ 1,802,554	\$ 1,802,554	\$ 1,873,764	\$ 1,873,764
Supplies	157,158	18,800	18,800	201,394	201,394
Other Services & Chgs	133,479	131,175	131,175	166,766	166,766
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	1,381,358	1,466,301	1,466,301	1,565,505	1,565,505
Total Current Expense	\$ 3,464,078	\$ 3,418,830	\$ 3,418,830	\$ 3,807,429	\$ 3,807,429
Transfers	-	-	-	-	-
Capital Outlay	29,273	187,180	187,180	27,600	27,600
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,493,351	\$ 3,606,010	\$ 3,606,010	\$ 3,835,029	\$ 3,835,029

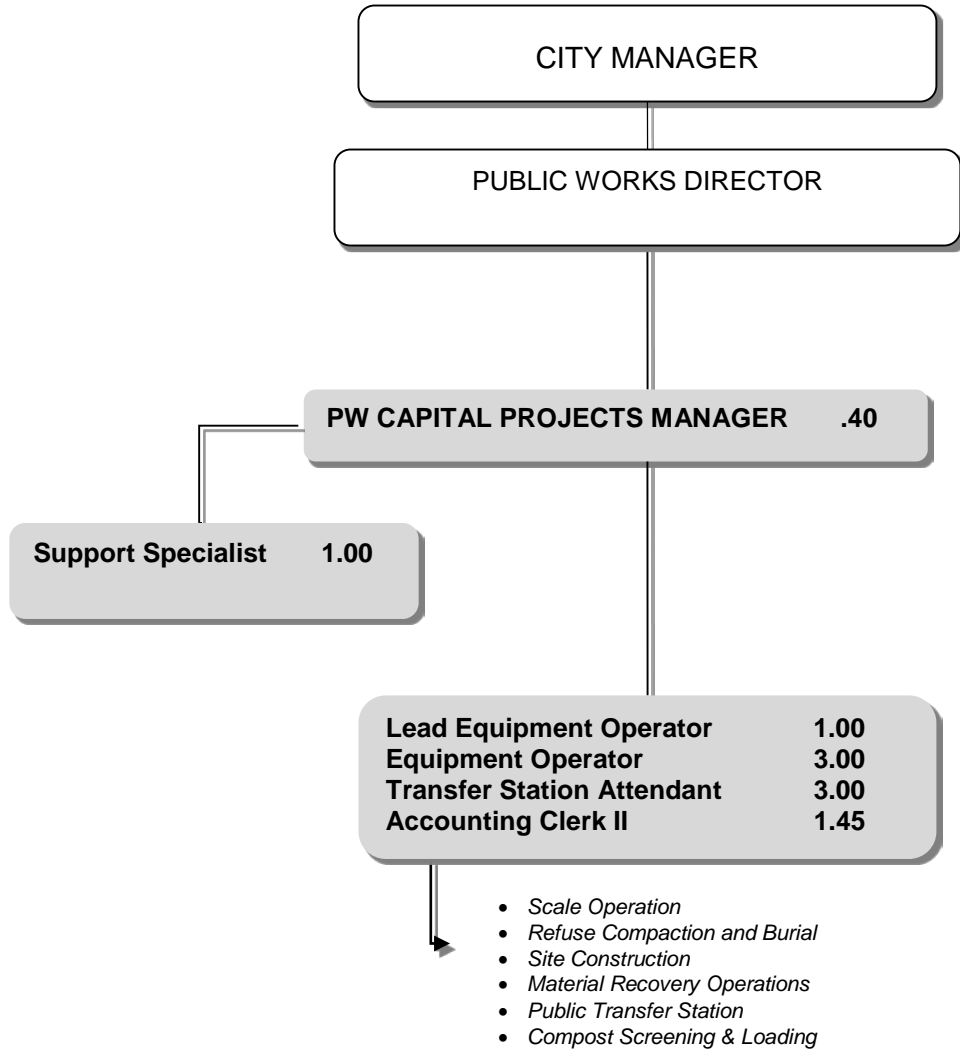
2016 Budget





**Solid Waste Utility Fund
Public Works Department
SOLID WASTE DISPOSAL DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Average # of residential customers serviced per route hour	167	189	180	175
In place density at landfill pit (lbs per CY)	1,550	1,120	1,200	1,200
Cost per ton of solid waste	\$119.81	\$105.06	\$117.89	\$112.21
Percentage of diverted material from landfill	32%	31%	35%	35%

**Solid Waste Utility Fund
Public Works Department
Solid Waste Disposal Division**

Personnel Summary

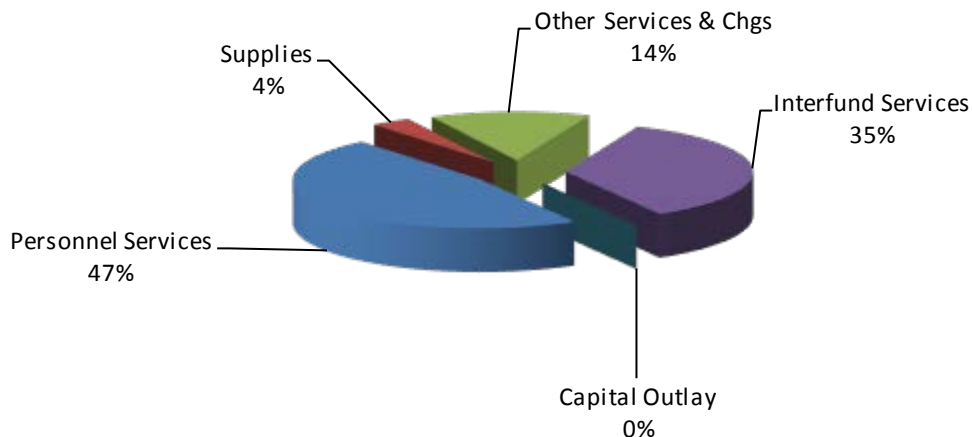
	2013	2014	2015	2016	2016
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Solid Waste Manager	1.00	1.00	1.00	0.00	0.00
PW Capital Projects Manager*	0.00	0.00	0.00	0.40	0.40
Lead Equipment Operator	1.00	1.00	1.00	1.00	1.00
Equipment Operator	3.00	3.00	3.00	3.00	3.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Clerk II	1.25	1.25	1.45	1.45	1.45
Transfer Station Attendant	3.00	3.00	3.00	3.00	3.00
Total Full-Time Positions:	10.25	10.25	10.45	9.85	9.85

*Manager's time split 40/60 with Public Works Administration/Engineering

Budget Summary

DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 933,024	\$ 1,101,697	\$ 1,101,697	\$ 997,169	\$ 997,169
Supplies	38,379	61,900	61,900	71,770	71,770
Other Services & Chgs	201,921	198,594	224,290	235,727	290,727
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	755,138	858,054	858,054	745,010	745,010
Total Current Expense	\$ 1,928,462	\$ 2,220,245	\$ 2,245,941	\$ 2,049,676	\$ 2,104,676
Transfers	-	-	-	-	-
Capital Outlay	6,078	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,934,540	\$ 2,220,245	\$ 2,245,941	\$ 2,049,676	\$ 2,104,676

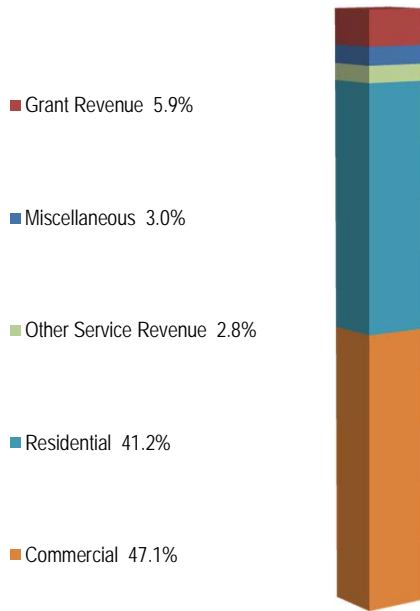
2016 Budget



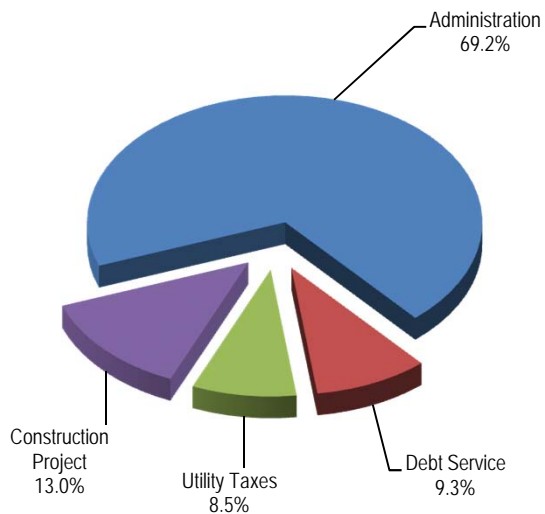
STORMWATER FUND 405

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,831,755	\$ 1,862,790	\$ 1,862,790
Current Expenditures	(1,384,048)	(1,446,685)	(1,451,163)
Debt Service	(170,162)	(173,641)	(173,641)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	277,545	242,464	237,986
Non-Current Revenues	1,249,664	116,667	116,667
Capital Outlay	(1,590,962)	(216,667)	(216,667)
Increased Funding Requests	-	-	(6,577)
Expanded Programs	-	-	(9,769)
Current Revenue Over (Under) All Expenditures	(63,753)	142,464	121,640
Beginning Fund Balance	241,298	-	-
Ending Fund Balance (Reserves)	177,545	142,464	121,640
Projected Reserves:			
Unassigned Fund Balance	177,545	142,464	121,640
Other Reserves	-	-	-
Bond Reserves	-	-	-
Totals	\$ 177,545	\$ 142,464	\$ 121,640

Revenues



Expenditures by Activity



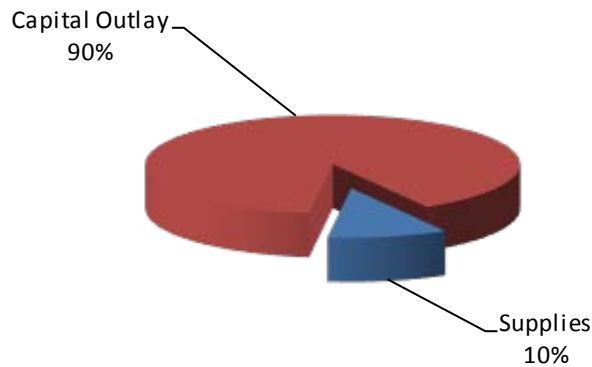
**Stormwater Utility Fund
Public Works Department
Stormwater Utility Construction Projects Division**

Mission Statement: Richland Stormwater protects property, rivers and streams using developing technologies and best management practices.

Budget Summary

DESCRIPTION	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	2,754	-	-	25,000	25,000
Other Services & Chgs	45,175	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 47,929	\$ -	\$ -	\$ 25,000	\$ 25,000
Transfers	-	-	-	-	-
Capital Outlay	756,825	100,000	1,590,962	216,667	216,667
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 804,754	\$ 100,000	\$ 1,590,962	\$ 241,667	\$ 241,667

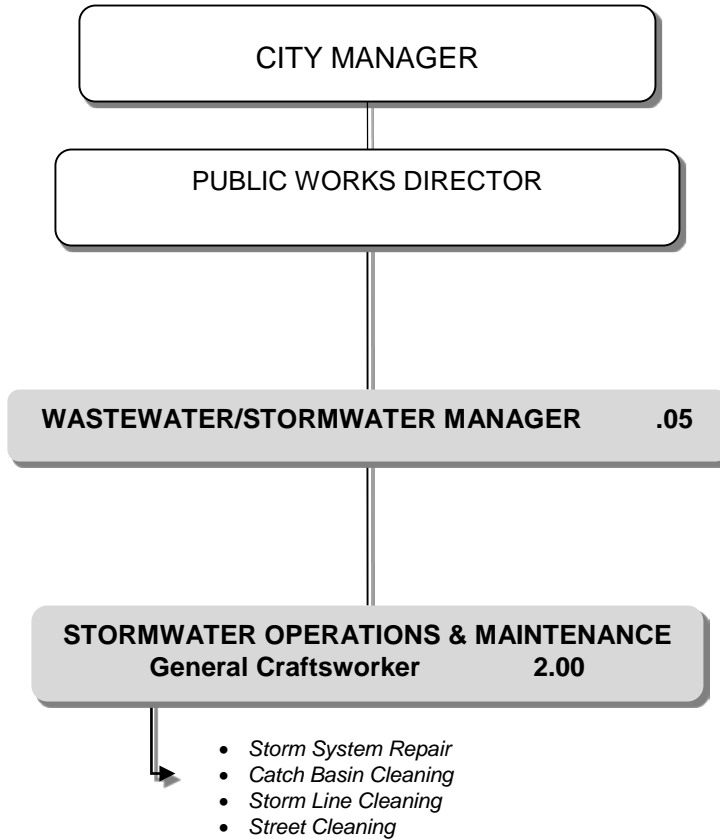
2016 Budget





**Stormwater Utility Fund
Public Works Department
STORMWATER DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
National Pollutant Discharge Elimination System (NPDES) compliant (Y or N)	Y	Y	Y	Y
Number of illicit discharges	8	14	12	12

**Stormwater Utility Fund
Public Works Department
Stormwater Division**

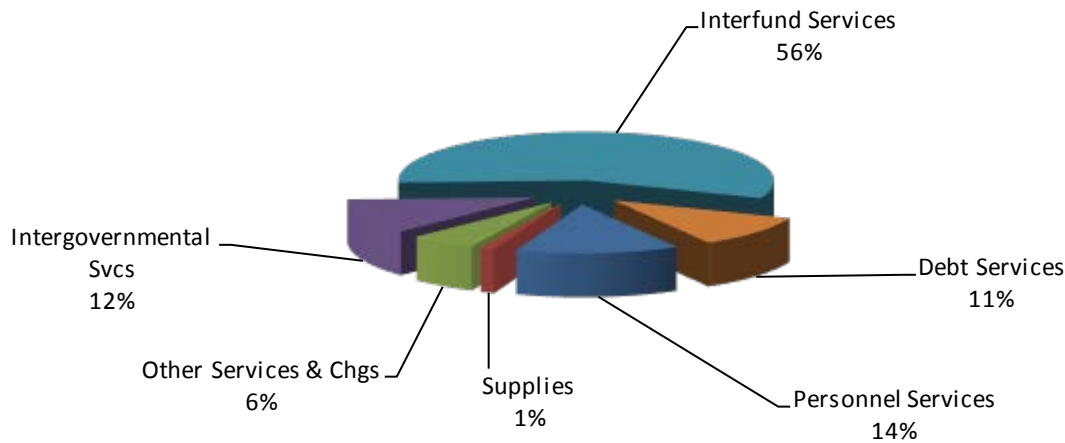
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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
Total Full-Time Positions:	2.05	2.05	2.05	2.05	2.05
Part-Time	Varies	Varies	Varies	Varies	Varies

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 201,322	\$ 216,608	\$ 216,608	\$ 226,916	\$ 226,916
Supplies	15,153	21,091	21,091	19,977	19,977
Other Services & Chgs	(587,148)	89,236	89,236	92,602	92,602
Intergovernmental Svcs	193,749	196,739	196,739	187,945	187,945
Interfund Services	755,207	863,373	863,374	894,245	915,069
Total Current Expense	\$ 578,283	\$ 1,387,047	\$ 1,387,048	\$ 1,421,685	\$ 1,442,509
Transfers	217,030	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	170,287	167,162	167,162	173,641	173,641
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 965,600	\$ 1,554,209	\$ 1,554,210	\$ 1,595,326	\$ 1,616,150

2016 Budget



GOLF COURSE FUND 406

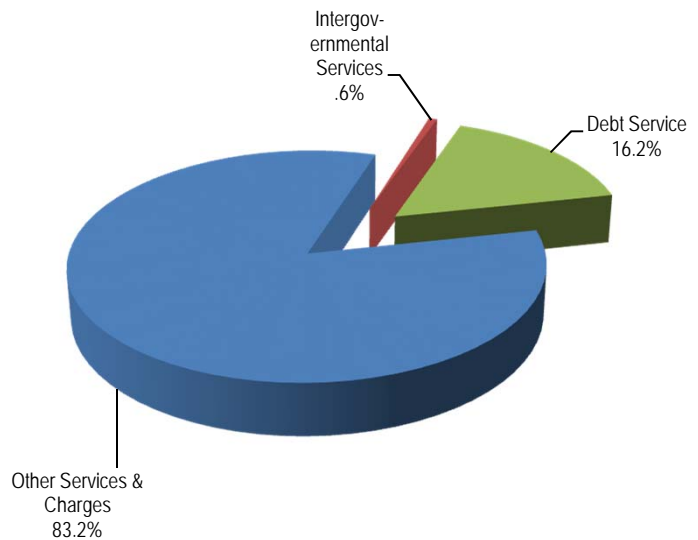
Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,686,445	\$ 1,674,449	\$ 1,674,449
Current Expenditures	(1,391,784)	(1,431,757)	(1,431,757)
Debt Service	(316,102)	(277,793)	(277,793)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(21,441)	(35,101)	(35,101)
Non-Current Revenues	-	-	-
Non-Current Expenditures	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	(56,400)	-	-
Current Revenue Over (Under) All Expenditures	(77,841)	(35,101)	(35,101)
Beginning Fund Balance	77,841	35,101	35,101
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues

- Range Fee 3.4%
- Tournament Fees 4.1%
- Season Passes 8.6%
- Pro Shop Sales 7.8%
- Miscellaneous 8.5%
- Concession 13.5%
- Rentals 15.1%
- Green Fees 39.0%



Expenditures By Activity



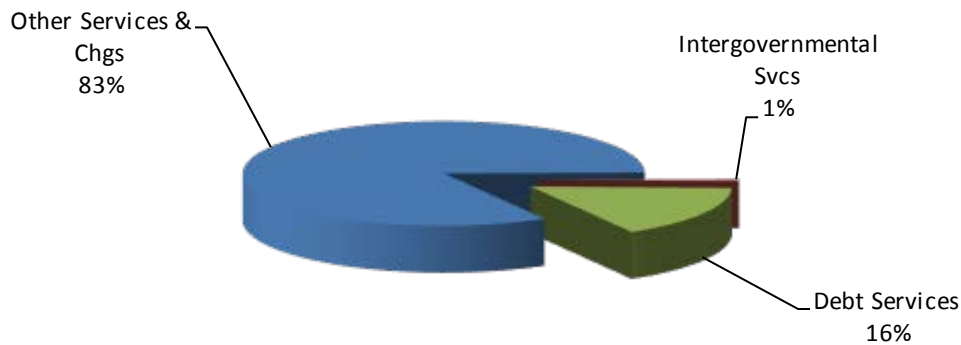
**Golf Course Fund
Parks and Public Facilities Department
Golf Course**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	1,337,065	1,380,784	1,380,784	1,420,757	1,420,757
Intergovernmental Svcs	9,992	11,000	11,000	11,000	11,000
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 1,347,057	\$ 1,391,784	\$ 1,391,784	\$ 1,431,757	\$ 1,431,757
Transfers	-	-	-	-	-
Capital Outlay	102,380	56,400	56,400	-	-
Debt Services	314,143	316,102	316,102	277,793	277,793
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,763,580	\$ 1,764,286	\$ 1,764,286	\$ 1,709,550	\$ 1,709,550

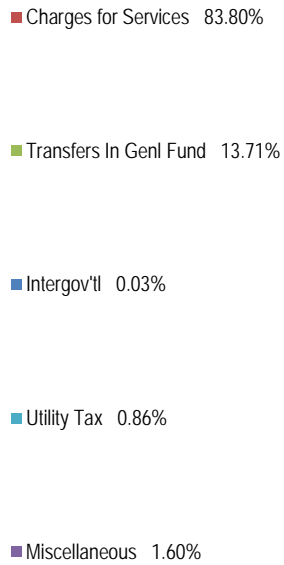
2016 Budget



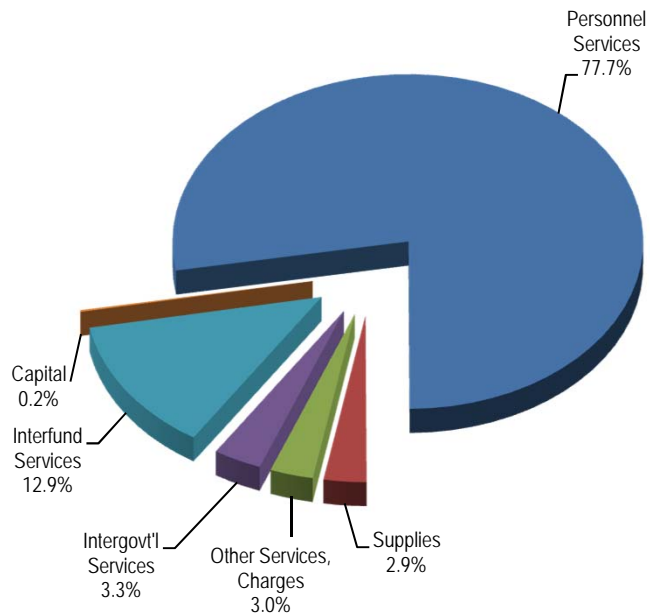
MEDICAL SERVICE FUND 407

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 3,962,083	\$ 3,976,697	\$ 3,976,697
Current Expenditures	(3,617,335)	(3,508,645)	(3,510,241)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	344,748	468,052	466,456
Non-Current Revenues	-	-	-
Capital Outlay	(42,500)	-	(6,000)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(18,362)
Current Revenue Over (Under) All Expenditures	302,248	468,052	442,094
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	302,248	468,052	442,094
Projected Reserves:			
Unassigned Fund Balance	302,248	468,052	442,094
Other Reserves	-	-	-
Totals	\$ 302,248	\$ 468,052	\$ 442,094

Revenues

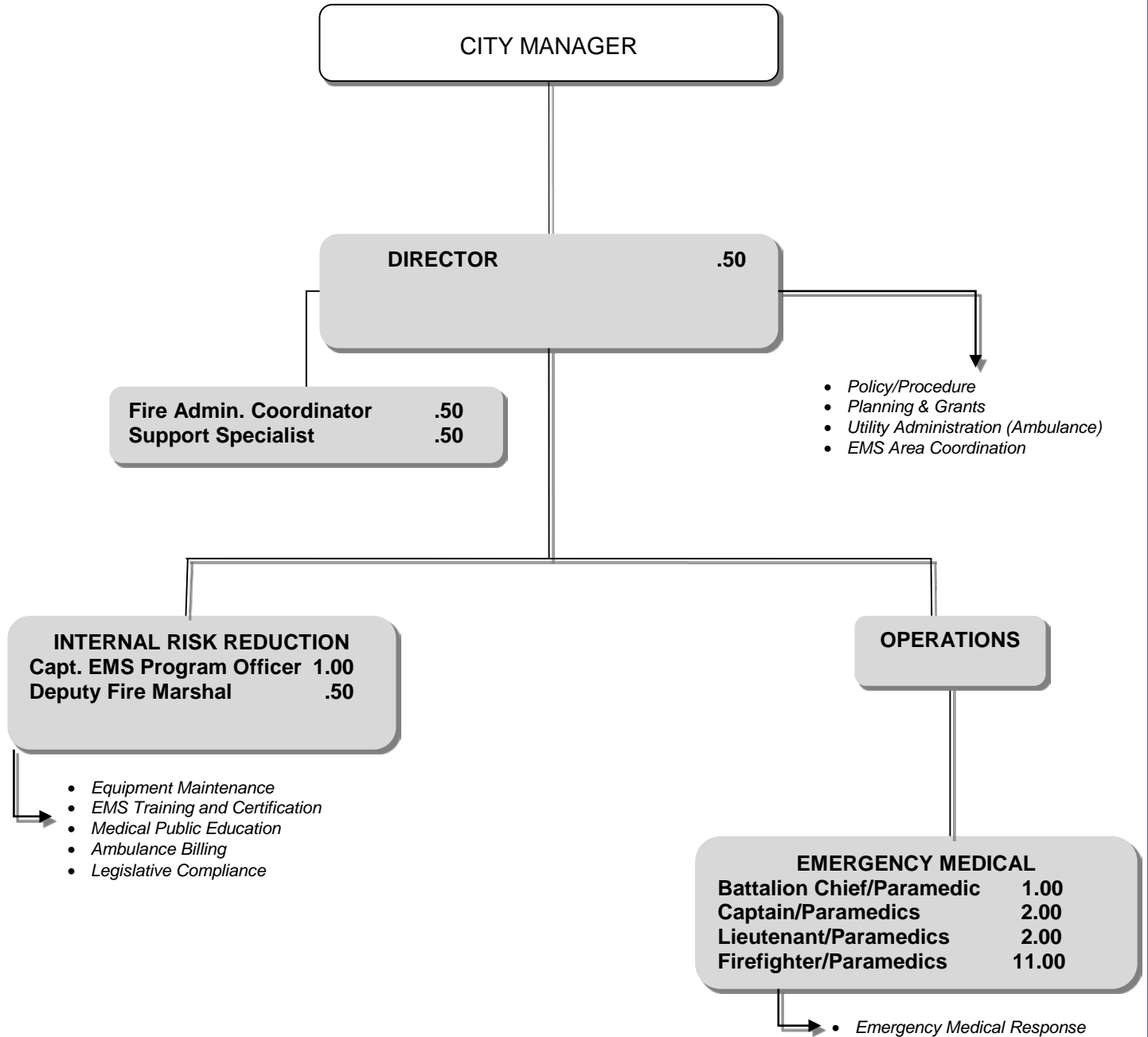


Expenditures By Activity



**Medical Service Fund
Fire Services
AMBULANCE DIVISION**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Per capita expenditures	\$58.46	\$88.53	\$70.26	\$72.37
Ambulance incidents in the City	3,939	4,408	4,688	4,780
Percentage of Fire department’s emergency incidents meeting response time standards for first arriving unit	67.6%	71.0%	73.0%	75.0%
Percentage of Fire department’s emergency incidents meeting turnout time standards	38.8%	47.4%	48.0%	49.0%

**Medical Services Fund
Fire Services
Ambulance Division**

Personnel Summary

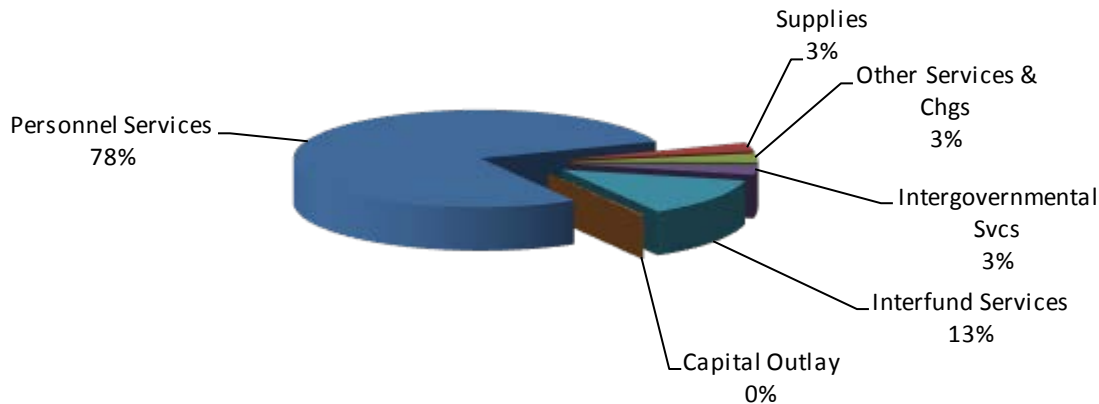
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Fire & Emergency Services Director	0.50	0.50	0.50	0.50	0.50
Fire Admin. Coordinator	0.50	0.50	0.50	0.50	0.50
BC/Lt/Capt/Firefighter Paramedics	12.00	12.00	16.00	16.00	16.00
Captain EMS Program Manager	1.00	1.00	1.00	1.00	1.00
Deputy Fire Marshal	0.50	0.50	0.50	0.50	0.50
Customer Service Representative*	1.00	0.00	0.00	0.00	0.00
Support Specialist	0.37	0.37	0.35	0.35	0.50
Total Full-Time Positions:	15.87	14.87	18.85	18.85	19.00

*Customer Service Representative (Ambulance Billing position) - transferred to Finance Division

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 2,319,535	\$ 2,778,883	\$ 2,778,883	\$ 2,728,313	\$ 2,746,559
Supplies	89,019	204,930	162,430	103,500	103,500
Other Services & Chgs	53,978	96,021	96,021	102,867	104,533
Intergovernmental Svcs	115,698	112,898	112,898	117,295	117,295
Interfund Services	338,589	467,103	467,103	456,670	456,716
Total Current Expense	\$ 2,916,819	\$ 3,659,835	\$ 3,617,335	\$ 3,508,645	\$ 3,528,603
Transfers	168,110	-	-	-	-
Capital Outlay	36,323	-	42,500	-	6,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,121,252	\$ 3,659,835	\$ 3,659,835	\$ 3,508,645	\$ 3,534,603

2016 Budget



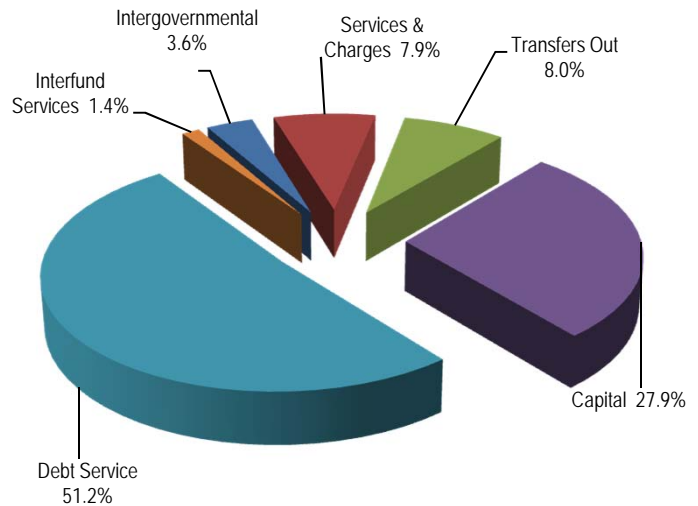
BROADBAND UTILITY FUND 408

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 259,844	\$ 239,412	\$ 239,412
Current Expenditures	(167,371)	(74,778)	(74,778)
Debt Service	(184,942)	(183,594)	(183,594)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(92,469)	(18,960)	(18,960)
Non-Current Revenues	924,886	100,000	100,000
Capital Outlay	(1,072,998)	(100,000)	(100,000)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(240,581)	(18,960)	(18,960)
Beginning Fund Balance	240,581	18,960	18,960
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues



Expenditures by Activity



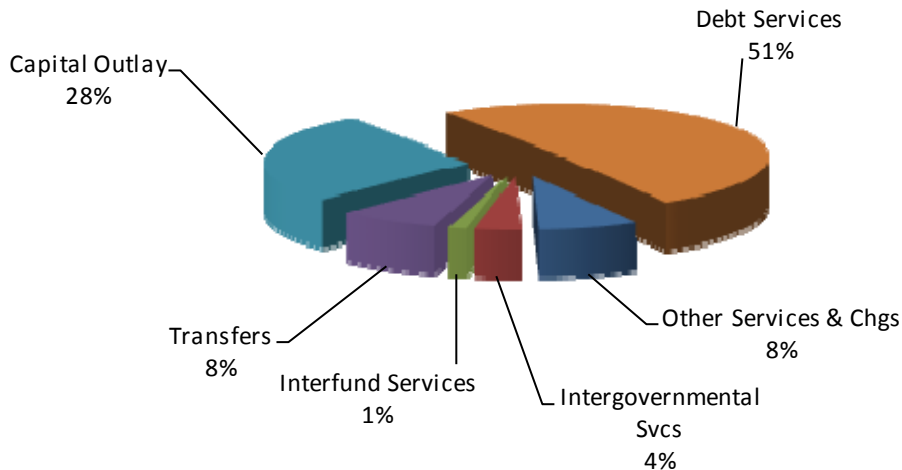
**Broadband Utility Fund
Assistant City Manager
Broadband Utility**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	4,870	28,200	120,933	28,200	28,200
Intergovernmental Svcs	51,378	13,000	13,000	13,000	13,000
Interfund Services	3,476	5,000	5,000	5,000	5,000
Total Current Expense	\$ 59,724	\$ 46,200	\$ 138,933	\$ 46,200	\$ 46,200
Transfers	28,746	28,438	28,438	28,578	28,578
Capital Outlay	1,169,004	23,845	1,072,998	100,000	100,000
Debt Services	143,439	184,942	184,942	183,594	183,594
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,400,913	\$ 283,425	\$ 1,425,311	\$ 358,372	\$ 358,372

2016 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 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 Fund (522) accounts for payments for retiree healthcare and prescription claims, as well as related administrative costs for eligible retirees.

CENTRAL STORES FUND 501

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 25,650	\$ 25,750	\$ 25,750
Current Expenditures	(25,650)	(25,750)	(25,750)
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	-	-	-
Additional Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

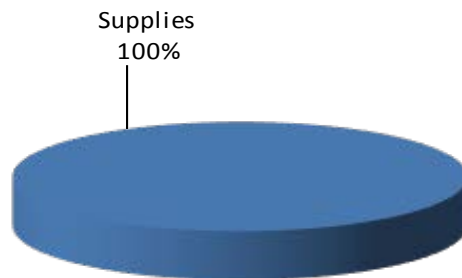
**Central Stores Fund
Administrative Services Department
Central Stores**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	19,851	25,650	25,650	25,750	25,750
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 19,851	\$ 25,650	\$ 25,650	\$ 25,750	\$ 25,750
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 19,851	\$ 25,650	\$ 25,650	\$ 25,750	\$ 25,750

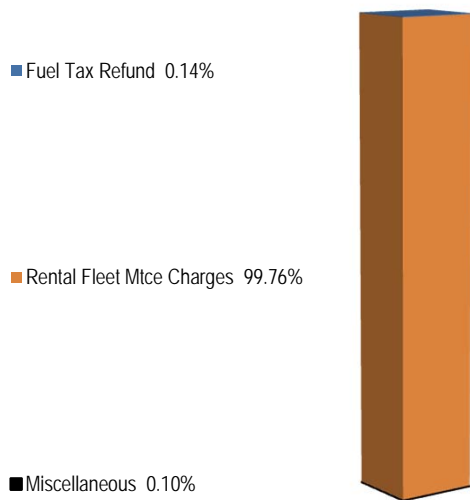
2016 Budget



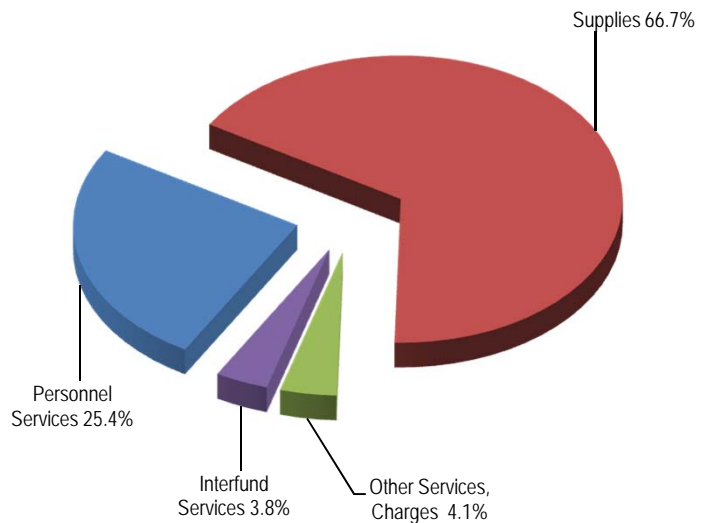
EQUIPMENT MAINTENANCE FUND 502

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 3,745,645	\$ 3,521,200	\$ 3,521,200
Current Expenditures	(3,672,583)	(3,484,448)	(3,484,169)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	73,062	36,752	37,031
Non-Current Revenues	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	(50,000)
Current Revenue Over (Under) All Expenditures	73,062	36,752	(12,969)
Beginning Fund Balance	-	-	12,969
Ending Fund Balance (Reserves)	73,062	36,752	-
Projected Reserves:			
Unassigned Fund Balance	73,062	36,752	-
Other Reserves	-	-	-
Totals	\$ 73,062	\$ 36,752	\$ -

Revenues

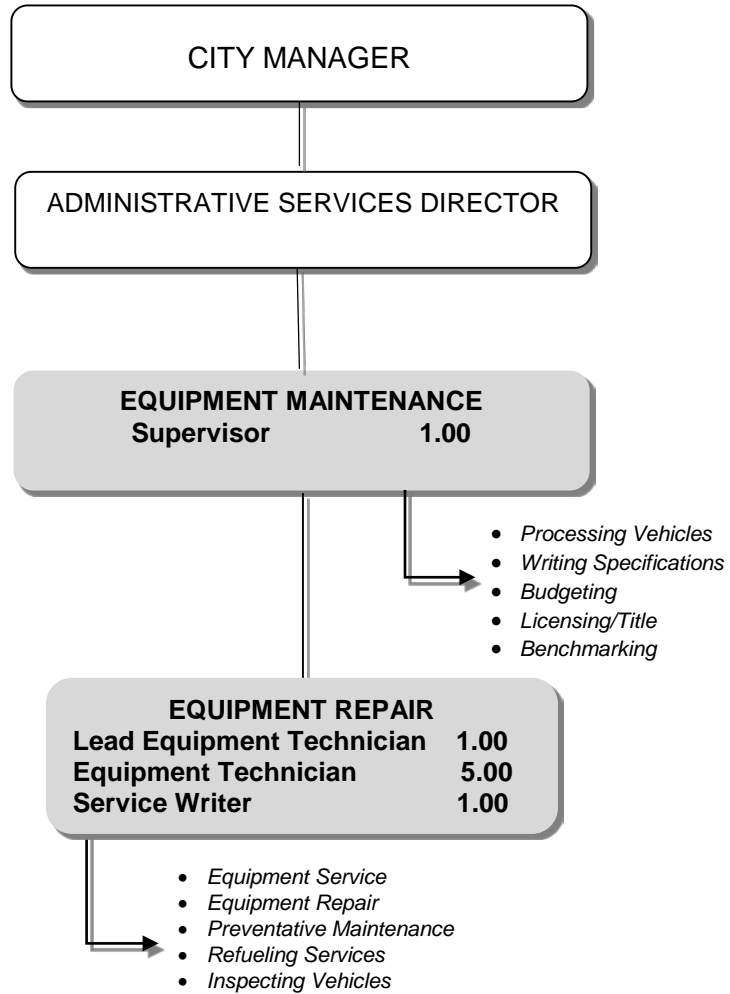


Expenditures by Activity



**Equipment Maintenance Fund
Administrative Services Department
EQUIPMENT MAINTENANCE**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section "2015 Accomplishments" for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section "Strategic Leadership Plan"

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Projected	2015 Projected	2016 Projected
Total fleet vehicles	441	462	466	468
Average age of fleet vehicles (years)	9.01	11.00	11.00	12
Number of work orders	3,038	3,310	3,650	3,600
Hours billed as a percentage of hours available	92.8%	92.8%	92.0%	92.0%

Equipment Maintenance Fund Administrative Services Department Equipment Maintenance Division

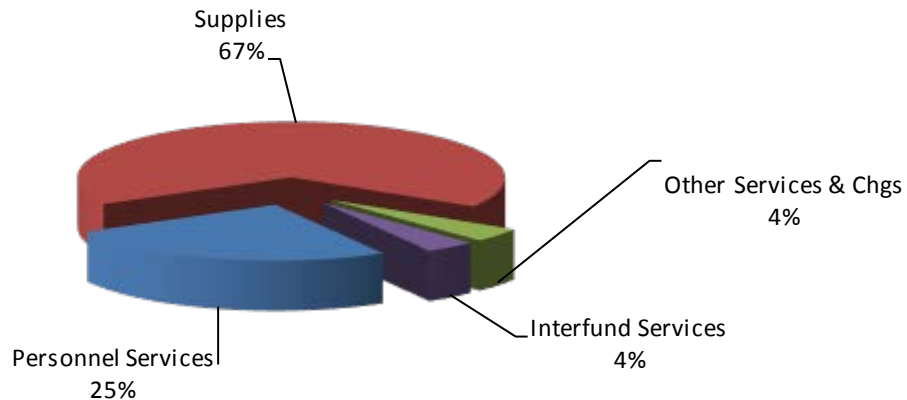
Personnel Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 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	1.00	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	1.00	0.00	0.00
Total Full-Time Positions:	9.00	9.00	9.00	8.00	8.00

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 879,470	\$ 931,109	\$ 931,109	\$ 896,635	\$ 896,635
Supplies	2,366,933	2,538,181	2,538,181	2,358,825	2,358,825
Other Services & Chgs	81,010	94,526	94,526	93,887	143,608
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	113,179	108,767	108,767	135,101	135,101
Total Current Expense	\$ 3,440,592	\$ 3,672,583	\$ 3,672,583	\$ 3,484,448	\$ 3,534,169
Transfers	-	-	-	-	-
Capital Outlay	18,950	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,459,542	\$ 3,672,583	\$ 3,672,583	\$ 3,484,448	\$ 3,534,169

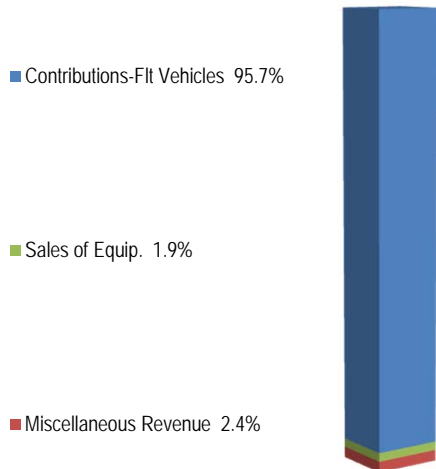
2016 Budget



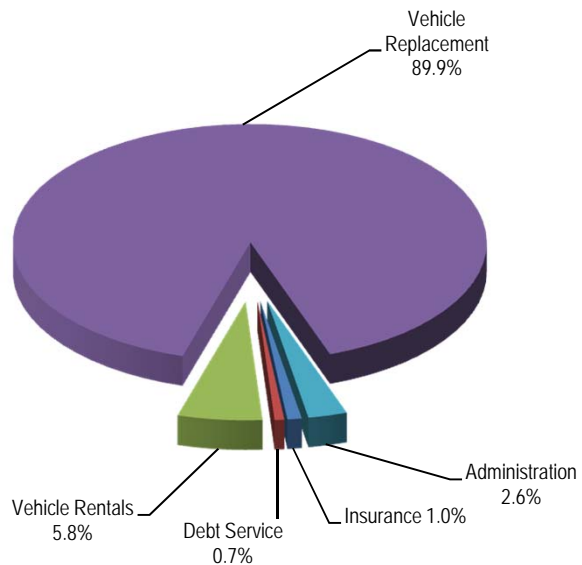
EQUIPMENT REPLACEMENT FUND 503

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,896,369	\$ 2,384,770	\$ 2,434,770
Current Expenditures	(225,544)	(233,057)	(233,057)
Debt Service	(16,378)	(16,378)	(16,378)
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	1,654,447	2,135,335	2,185,335
Non-Current Revenues	195,780	50,000	134,450
Capital Outlay	(957,600)	(2,149,200)	(2,233,650)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	892,627	36,135	86,135
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	892,627	36,135	86,135
Projected Reserves:			
Unassigned Fund Balance	892,627	36,135	86,135
Other Reserves	-	-	-
Additional Reserves	-	-	-
Totals	\$ 892,627	\$ 36,135	\$ 86,135

Revenues



Expenditures by Activity



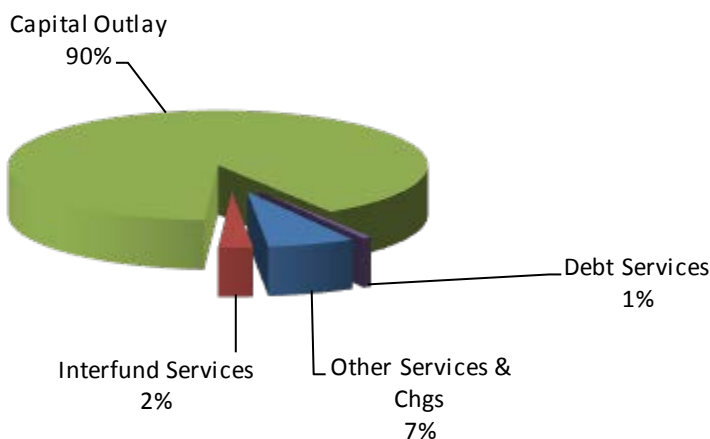
Equipment Replacement Fund Administrative Services Department Equipment Replacement

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	165,605	161,544	161,544	167,057	167,057
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	63,000	64,000	64,000	66,000	66,000
Total Current Expense	\$ 228,605	\$ 225,544	\$ 225,544	\$ 233,057	\$ 233,057
Transfers	-	-	-	-	-
Capital Outlay	1,600,365	997,600	957,600	2,149,200	2,233,650
Debt Services	16,377	16,378	16,378	16,378	16,378
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,845,347	\$ 1,239,522	\$ 1,199,522	\$ 2,398,635	\$ 2,483,085

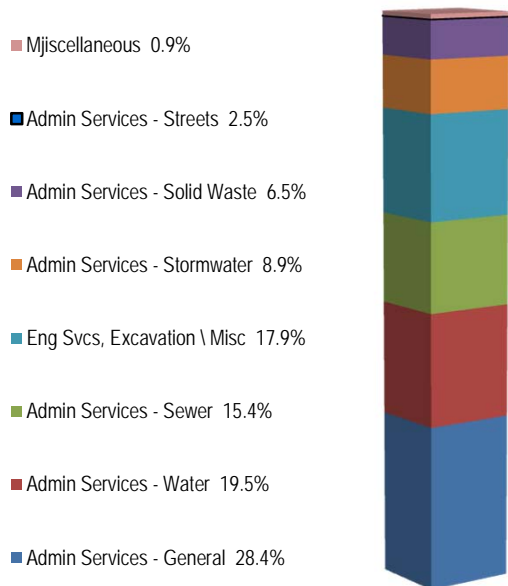
2016 Budget



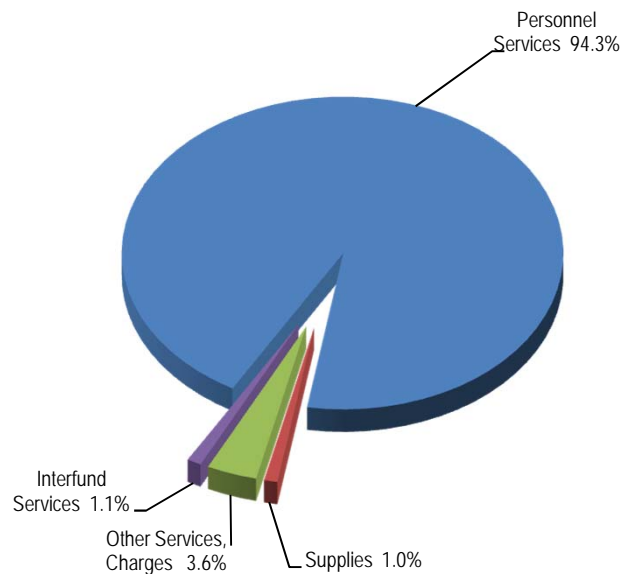
PUBLIC WORKS ADMIN & ENGINEERING FUND 505

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 3,344,199	\$ 3,286,099	\$ 3,348,300
Current Expenditures	(3,344,199)	(3,285,322)	(3,347,523)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	777	777
Non-Current Revenues	-	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	-	777	777
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	777	777
Projected Reserves:			
Unassigned Fund Balance	-	777	777
Other Reserves	-	-	-
Additional Reserves	-	-	-
Totals	\$ -	\$ 777	\$ 777

Revenues

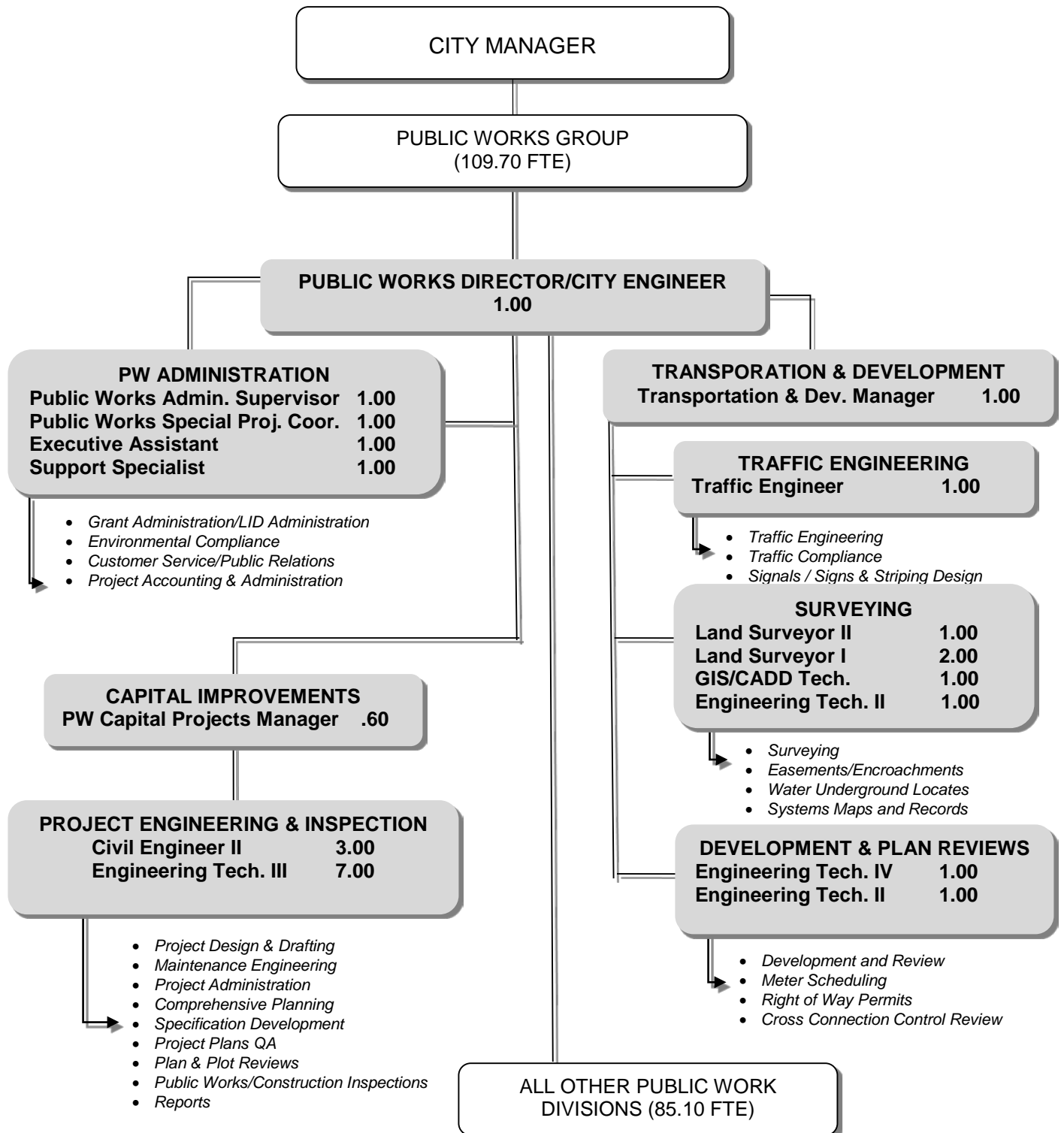


Expenditures by Activity



**Public Works Department
PUBLIC WORKS ADMINISTRATION AND ENGINEERING**

2016 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.

2015 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2015 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2016 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2013 Actual	2014 Actual	2015 Projected	2016 Projected
Percentage of projects with final project costs less than budget contract award	82%	60%	90%	90%
Percentage of projects to bid on schedule	100%	100%	100%	100%
Percentage of construction projects completed on schedule	100%	100%	100%	100%

**Public Works Administration Fund
Public Works Department
Public Works Administration and Engineering**

Personnel Summary

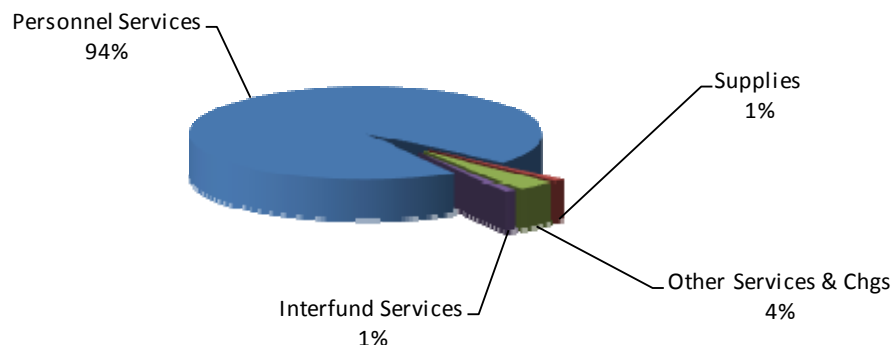
	2013 Actual	2014 Actual	2015 Actual	2016 Baseline	2016 Budget
Full Time Positions					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Public Works Admin. Supervisor	1.00	1.00	1.00	1.00	1.00
Public Works Special Coordinator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
Civil Engineer III	2.00	0.00	0.00	0.00	0.00
PW Capital Projects Manager*	0.00	1.00	1.00	0.60	0.60
Transportation & Dev. Manager	0.00	1.00	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	2.00	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	7.00	7.00	7.00
Engineering Tech II	3.00	3.00	2.00	2.00	2.00
GIS/CADD Tech	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	25.00	25.00	25.00	24.60	24.60

*Manager's time split 60/40 with Solid Waste Disposal Fund

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 2,934,587	\$ 3,138,391	\$ 3,148,806	\$ 3,094,417	\$ 3,156,618
Supplies	35,894	34,770	34,770	33,028	33,028
Other Services & Chgs	97,575	137,318	126,903	122,696	122,696
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	38,128	33,720	33,720	35,181	35,181
Total Current Expense	\$ 3,106,184	\$ 3,344,199	\$ 3,344,199	\$ 3,285,322	\$ 3,347,523
Transfers	-	-	-	-	-
Capital Outlay	8,881	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,115,065	\$ 3,344,199	\$ 3,344,199	\$ 3,285,322	\$ 3,347,523

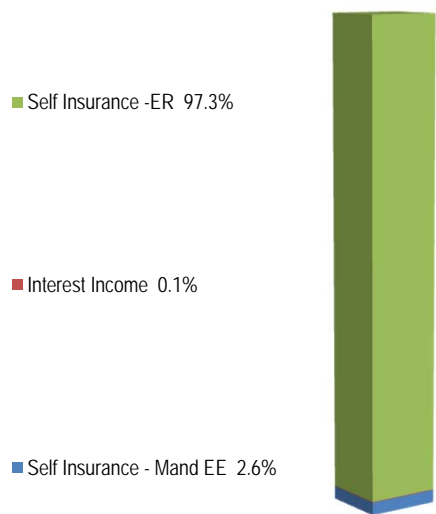
2016 Budget



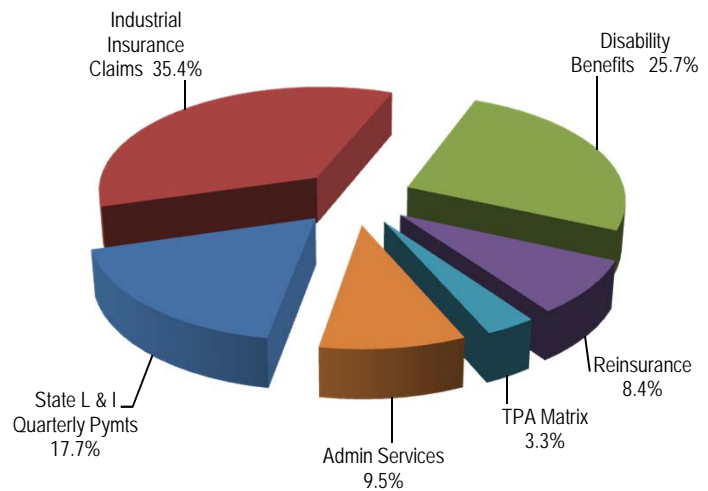
WORKER'S COMPENSATION RESERVE FUND 506

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 951,308	\$ 1,636,453	\$ 1,636,453
Current Expenditures	(913,019)	(1,128,607)	(1,128,607)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	38,289	507,846	507,846
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	38,289	507,846	507,846
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	38,289	507,846	507,846
Projected Reserves:			
Unassigned Fund Balance	38,289	507,846	507,846
Other Reserves	-	-	-
Totals	\$ 38,289	\$ 507,846	\$ 507,846

Revenues



Expenditures by Activity



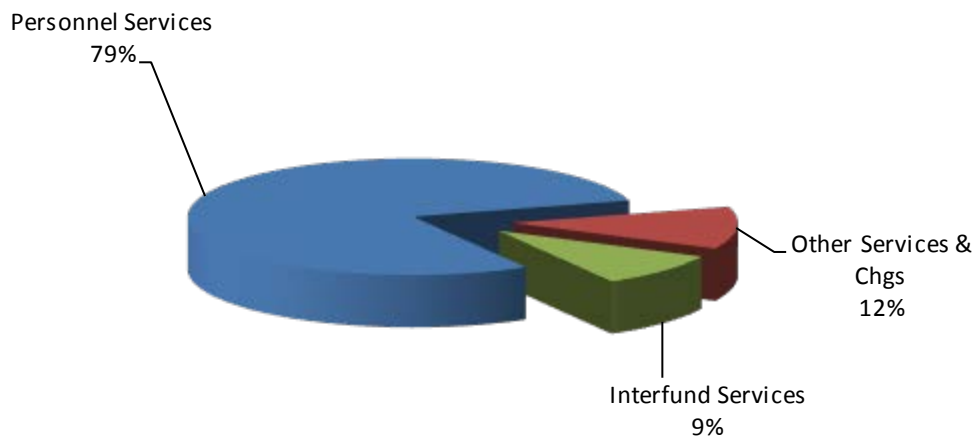
Worker's Compensation Fund Administrative Services Department Worker's Compensation

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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 858,900	\$ 677,000	\$ 677,000	\$ 890,000	\$ 890,000
Supplies	-	-	-	-	-
Other Services & Chgs	120,044	132,500	132,500	132,500	132,500
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	101,491	103,519	103,519	106,107	106,107
Total Current Expense	\$ 1,080,435	\$ 913,019	\$ 913,019	\$ 1,128,607	\$ 1,128,607
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,080,435	\$ 913,019	\$ 913,019	\$ 1,128,607	\$ 1,128,607

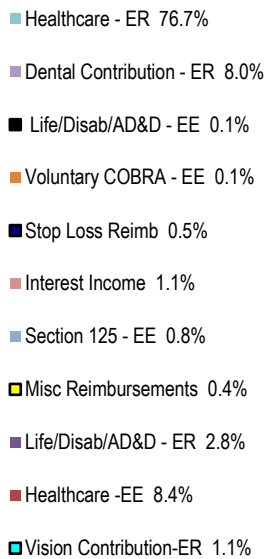
2016 Budget



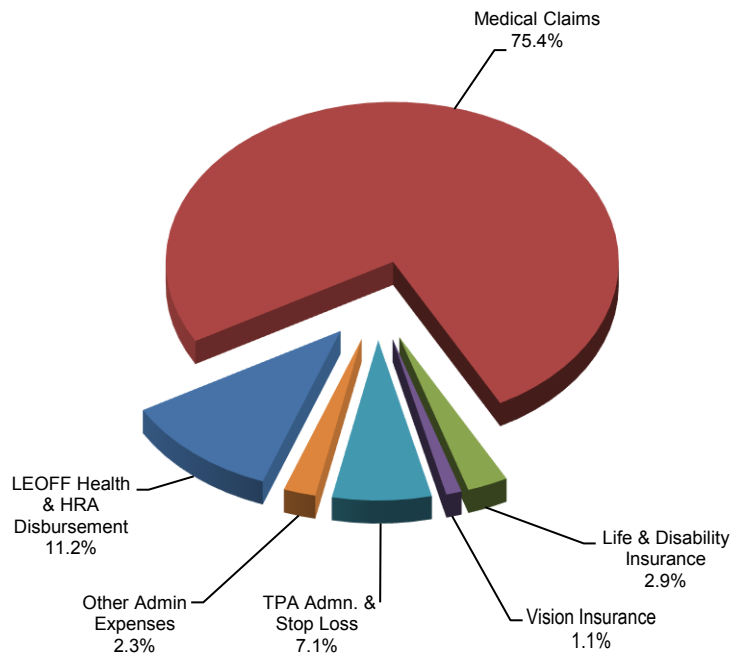
HEALTH CARE BENEFITS FUND 520

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 9,952,990	\$ 10,250,919	\$ 10,250,919
Current Expenditures	(9,925,845)	(10,250,919)	(10,250,919)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	27,145	-	-
Non Current Expenditures	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	27,145	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	27,145	-	-
Projected Reserves:			
Unassigned Fund Balance	27,145	-	-
Other Reserves	-	-	-
Additional Reserves	-	-	-
Totals	\$ 27,145	\$ -	\$ -

Revenues



Expenditures by Activity



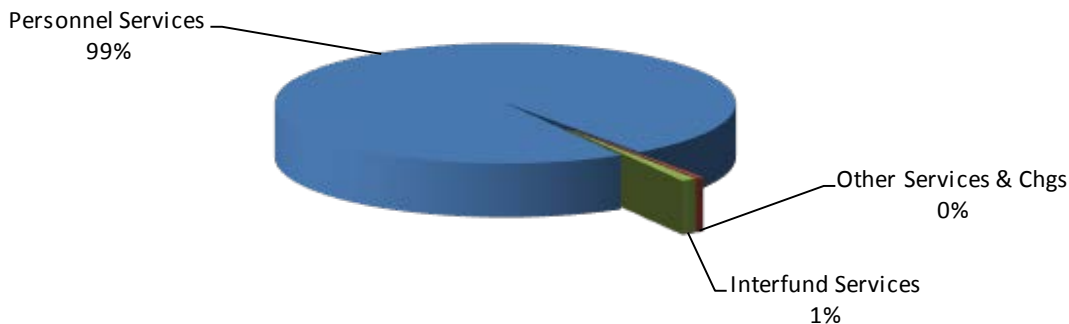
**Health Care/Benefits Plan Fund
Administrative Services Department
Employee Benefit Program**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	9,056,399	9,774,121	9,774,121	10,096,518	10,096,518
Supplies	-	-	-	-	-
Other Services & Chgs	28,322	44,650	44,650	44,650	44,650
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	104,463	107,074	107,074	109,751	109,751
Total Current Expense	\$9,189,184	\$ 9,925,845	\$ 9,925,845	\$ 10,250,919	\$ 10,250,919
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$9,189,184	\$ 9,925,845	\$ 9,925,845	\$ 10,250,919	\$ 10,250,919

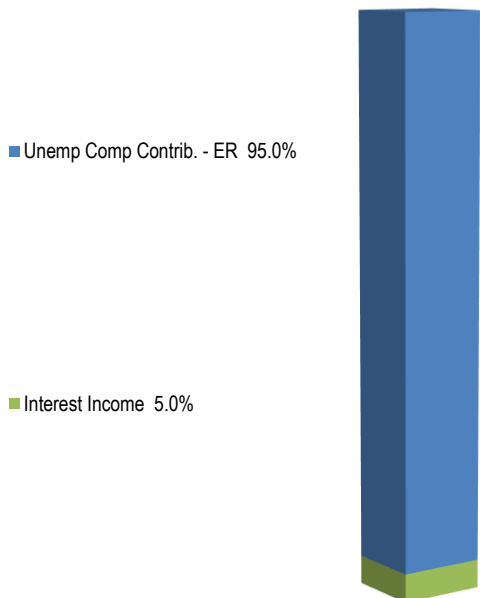
2016 Budget



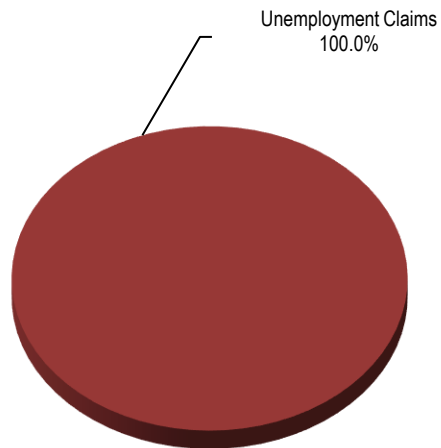
UNEMPLOYMENT FUND 521

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 180,892	\$ 100,095	\$ 100,095
Current Expenditures	(160,000)	(160,000)	(160,000)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	20,892	(59,905)	(59,905)
Capital Outlay	-	-	-
Non Current Expenditures	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	20,892	(59,905)	(59,905)
Beginning Fund Balance	-	59,905	59,905
Ending Fund Balance (Reserves)	20,892	-	-
Projected Reserves:			
Unassigned Fund Balance	20,892	-	-
Other Reserves	-	-	-
Totals	\$ 20,892	\$ -	\$ -

Revenues



Expenditures by Activity



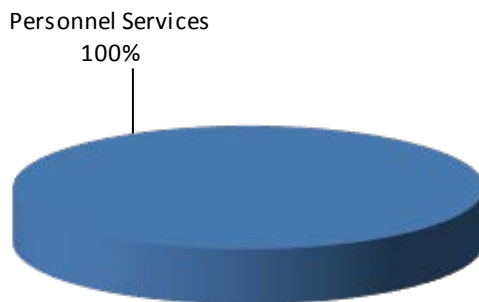
**Unemployment Fund
Administrative Services Department
Unemployment Division**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 76,621	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 76,621	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 76,621	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000

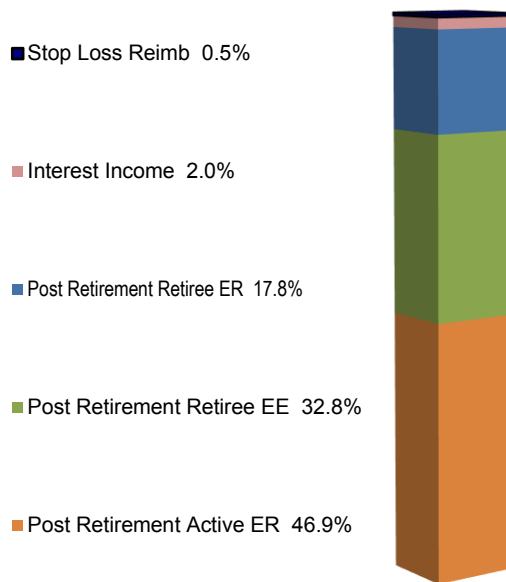
2016 Budget



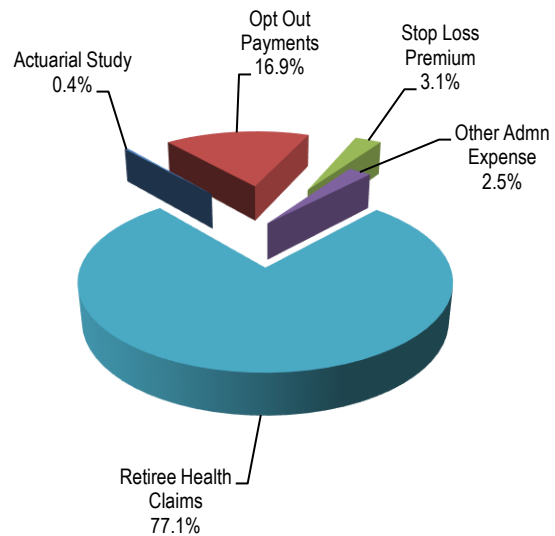
POST EMPLOYMENT BENEFIT FUND 522

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,192,374.0	\$ 990,287.0	\$ 990,287.0
Current Expenditures	(1,203,794)	(1,317,428)	(1,317,428)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(11,420)	(327,141)	(327,141)
Capital Outlay	-	-	-
Increased Funding Requests	(274,339)	(4,750)	(4,750)
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(285,759)	(331,891)	(331,891)
Beginning Fund Balance	400,000	331,891	331,891
Ending Fund Balance (Reserves)	114,241	-	-
Projected Reserves:			
Unassigned Fund Balance	114,241	-	-
Other Reserves	-	-	-
Totals	\$ 114,241	\$ -	\$ -

Revenues



Expenditures by Activity



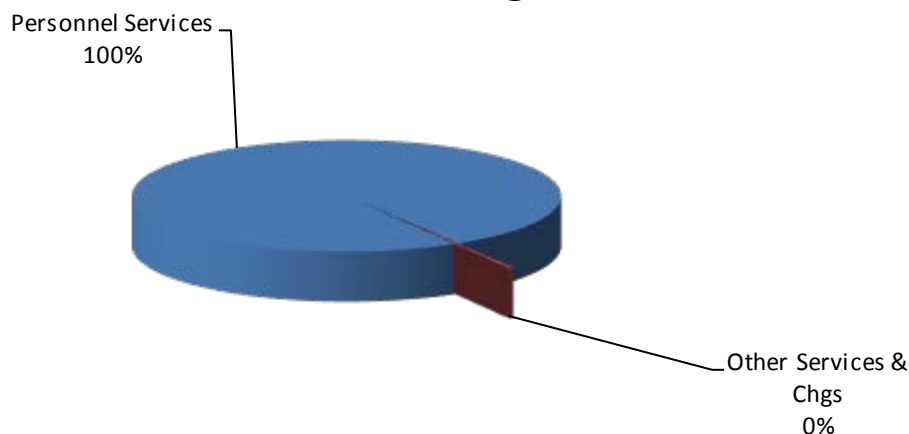
**Post Employment Healthcare Plan Fund
Administrative Services Department
Post Employment Benefits Division**

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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 1,920,295	\$ 1,063,133	\$ 1,063,133	\$ 1,317,428	\$ 1,317,428
Supplies	-	-	-	-	-
Other Services & Chgs	391	15,000	15,000	4,750	4,750
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 1,920,686	\$ 1,078,133	\$ 1,078,133	\$ 1,322,178	\$ 1,322,178
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,920,686	\$ 1,078,133	\$ 1,078,133	\$ 1,322,178	\$ 1,322,178

2016 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.

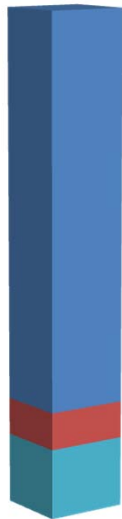
Police Pension Fund (612) is used to provide pension and related benefits for policemen retired prior to March 1, 1970, and payment of excess retirement and medical benefits to active members as of that date.

FIRE PENSION FUND 611

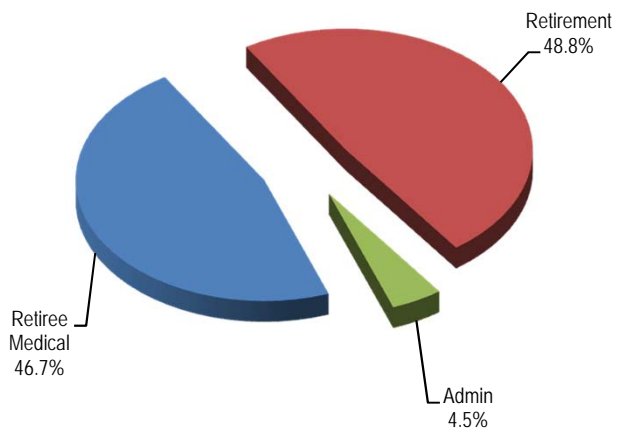
Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 449,515	\$ 453,267	\$ 453,267
Current Expenditures	(435,728)	(453,267)	(453,267)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	13,787	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	13,787	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	13,787	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	13,787	-	-
Totals	\$ 13,787	\$ -	\$ -

Revenues

- Property Taxes 78.4%
- Interest Income 7.5%
- Ins Prem Tax 14.1%



Expenditures by Activity

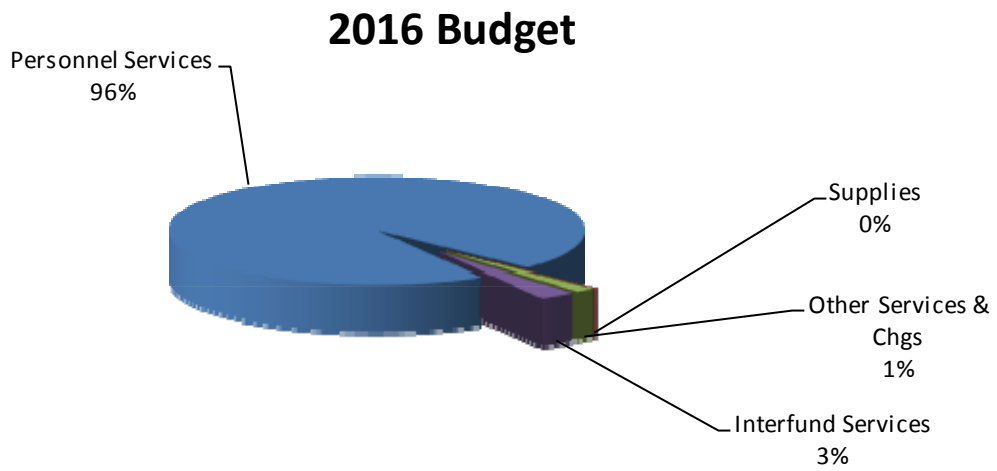


Fire Pension Fund Administrative Services Department Fire Pension

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ 321,508	\$ 412,742	\$ 412,742	\$ 433,053	\$ 433,053
Supplies	177	450	450	450	450
Other Services & Chgs	2,610	11,300	11,300	6,850	6,850
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	13,818	11,236	11,236	12,914	12,914
Total Current Expense	\$ 338,113	\$ 435,728	\$ 435,728	\$ 453,267	\$ 453,267
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 338,113	\$ 435,728	\$ 435,728	\$ 453,267	\$ 453,267



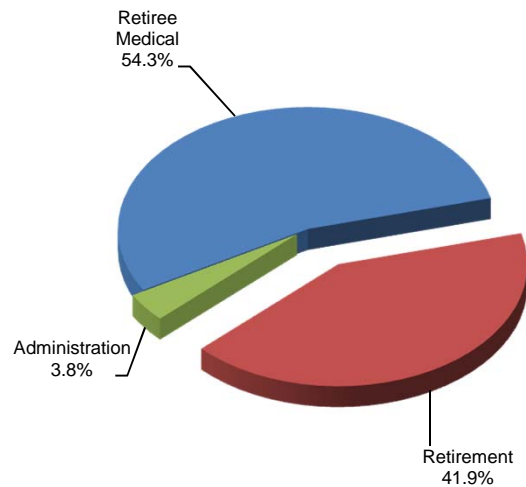
POLICE PENSION FUND 612

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 517,075	\$ 522,020	\$ 522,020
Current Expenditures	(521,608)	(522,020)	(522,020)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(4,533)	-	-
Capital Outlay	-	-	-
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(4,533)	-	-
Beginning Fund Balance	4,533	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues



Expenditures by Activity



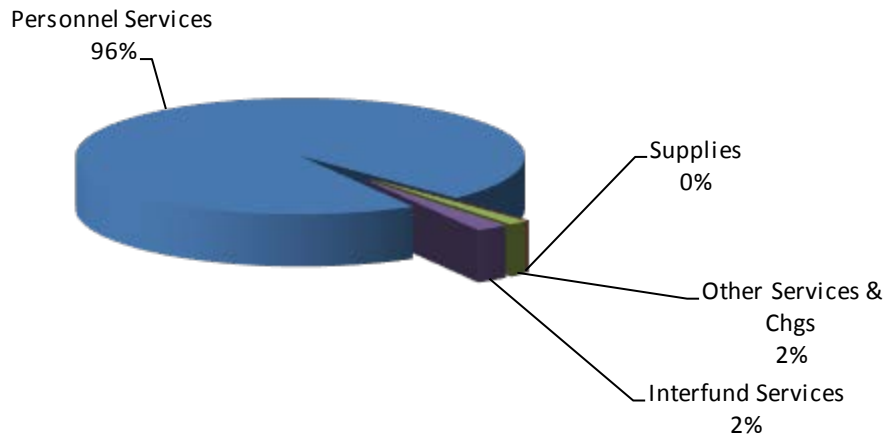
Police Pension Fund Administrative Services Department Police Pension

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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 409,775	\$ 497,802	\$ 497,802	\$ 502,004	\$ 502,004
Supplies	167	450	450	450	450
Other Services & Chgs	2,273	11,800	11,800	7,350	7,350
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	13,548	11,556	11,556	12,216	12,216
Total Current Expense	\$ 425,763	\$ 521,608	\$ 521,608	\$ 522,020	\$ 522,020
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 425,763	\$ 521,608	\$ 521,608	\$ 522,020	\$ 522,020

2016 Budget





CAPITAL PROJECTS FUND

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.

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.

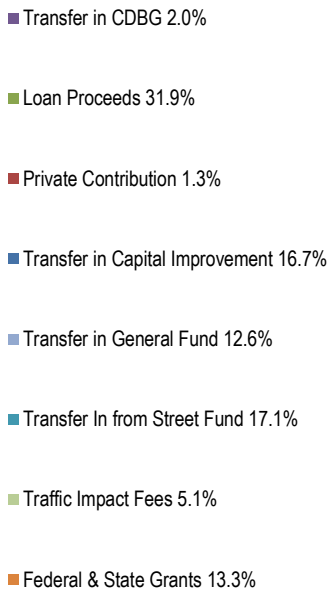
General Government Construction (385) accounts for the financial resources that are restricted, committed or assigned for specific CIP projects that support the development of the Swift Corridor project which will include a new facility for Richland City Hall.

Special Assessment Construction (399) accounts for the financial resources that are restricted, committed or assigned specifically for expenditures for Rancho Reata LID.

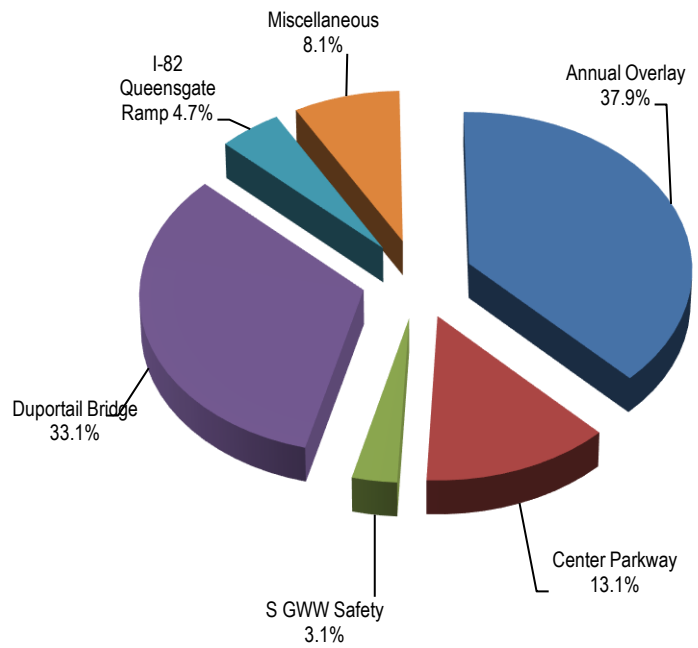
STREETS CAPITAL CONSTRUCTION FUND 301

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 160,000	\$ 160,000	\$ 160,000
Current Expenditures	-	(150,000)	(150,000)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	160,000	10,000	10,000
Non-Current Revenues	14,112,393	2,442,409	2,975,506
Non-Current Expenditures	-	-	-
Capital Outlay	(13,488,028)	(3,124,806)	(3,125,506)
Expanded Programs	-	-	-
	784,365	(672,397)	(140,000)
Beginning Fund Balance	(91,968)	672,397	140,000
Ending Fund Balance (Reserves)	692,397	-	-
Projected Reserves:			
Unassigned Fund Balance	692,397	-	-
Other Reserves	-	-	-
Totals	\$ 692,397	\$ -	\$ -

Revenues



Expenditure by Activity



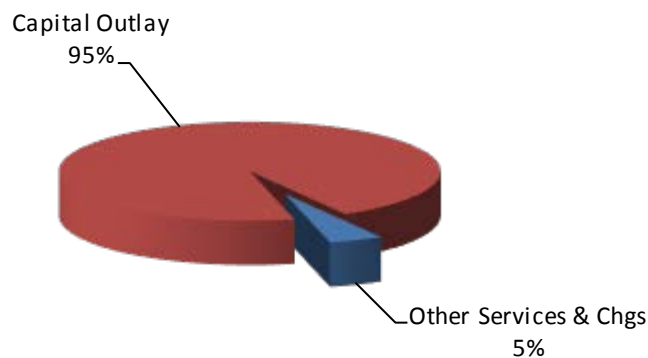
**Streets Capital Construction Fund
Public Works Department
Streets Capital Construction**

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	2014	2015	2015	2016	2016
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	150,000	150,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
Transfers	-	-	-	-	-
Capital Outlay	-	4,730,943	13,488,028	3,124,806	3,125,506
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ 4,730,943	\$ 13,488,028	\$ 3,274,806	\$ 3,275,506

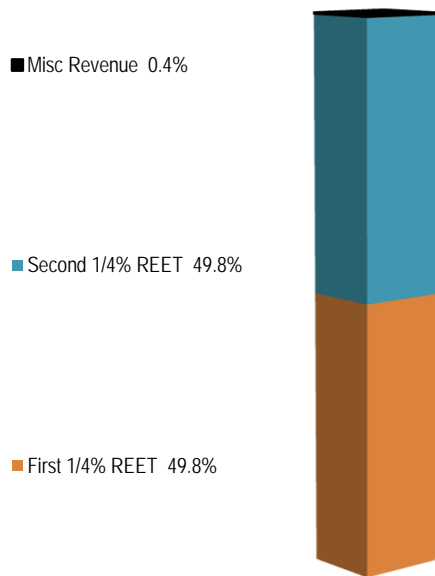
2016 Budget



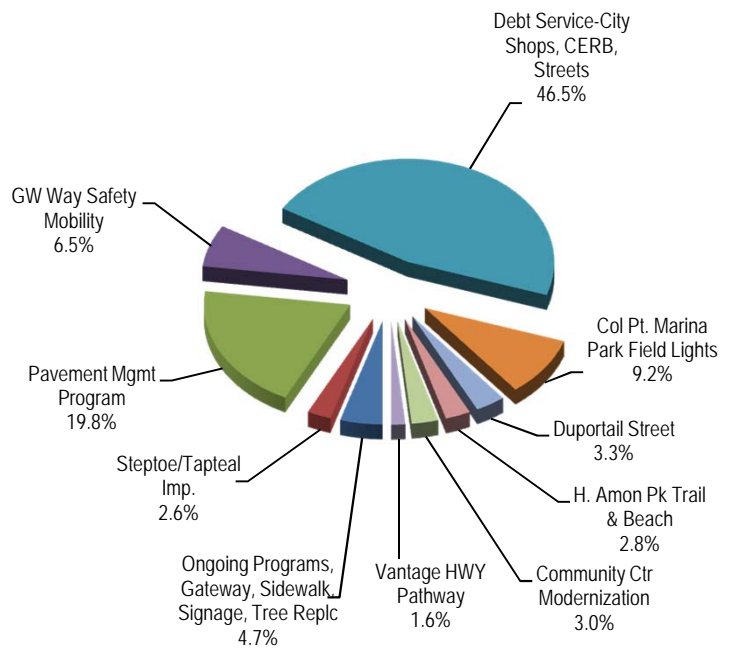
CAPITAL IMPROVEMENT FUND 315

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ 1,304,000	\$ 1,314,000	\$ 1,314,000
Current Expenditures	(706,217)	(705,717)	(705,717)
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	597,783	608,283	608,283
Non-Current Expenditures	-	-	-
Capital Outlay	(13,488,028)	(811,576)	(811,576)
Increased Funding Requests	-	-	-
Expanded Programs	-	-	-
Current Revenue Over (Under) All Expenditures	(12,890,245)	(203,293)	(203,293)
Beginning Fund Balance	246,462	203,293	203,293
Ending Fund Balance (Reserves)	(12,643,783)	-	-
Projected Reserves:			
Unassigned Fund Balance	692,397	-	-
Other Reserves	-	-	-
Totals	\$ 692,397	\$ -	\$ -

Revenues



Expenditures by Activity



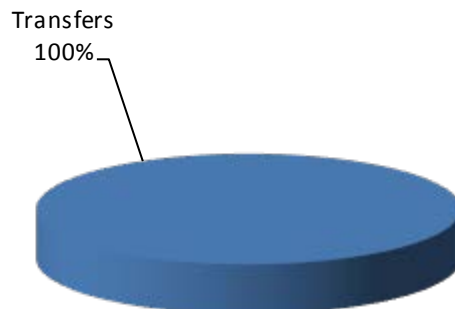
**Capital Improvements Fund
Administrative Services Department
Capital Improvements**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	1,200,912	1,510,462	1,550,462	1,517,293	1,517,293
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,200,912	\$ 1,510,462	\$ 1,550,462	\$ 1,517,293	\$ 1,517,293

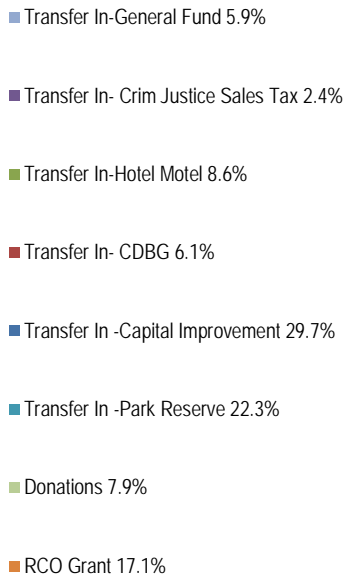
2016 Budget



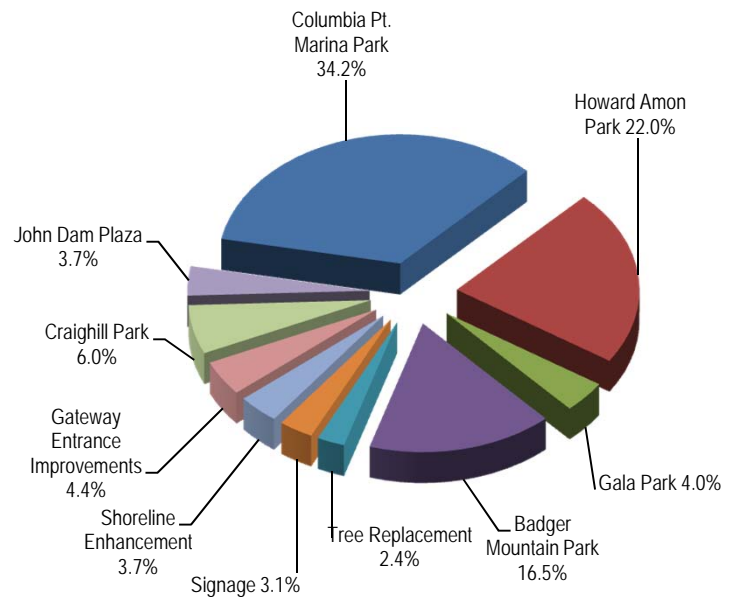
PARKS CAPITAL PROJECTS FUND 380

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ -	\$ -	\$ -
Current Expenditures	-	-	-
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Non-Current Revenues	2,118,628	798,500	818,500
Non-Current Expenditures	-	-	-
Capital Outlay	(3,368,078)	(798,500)	(818,500)
Expanded Programs	-	-	-
	(1,249,450)	-	-
Beginning Fund Balance	1,249,450	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

Revenues



Expenditure by Activity



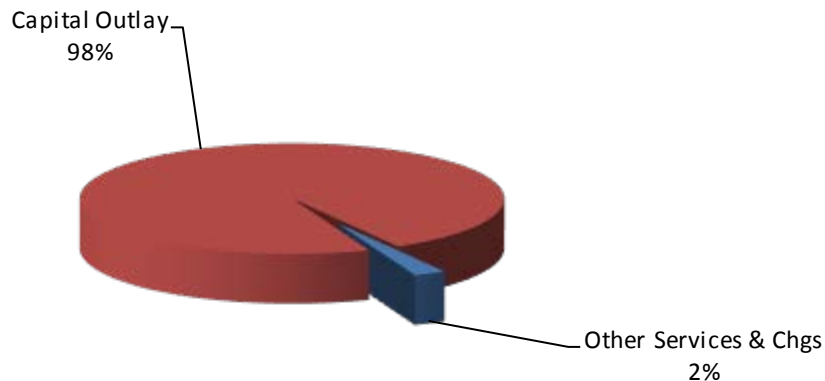
**Parks Capital Projects Fund
Parks & Public Facilities Department
Parks Capital Projects**

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	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	200,000	200,000	20,000	20,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ 200,000	\$ 200,000	\$ 20,000	\$ 20,000
Transfers	-	-	-	-	-
Capital Outlay	784,151	1,397,445	3,168,078	778,500	798,500
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 784,151	\$ 1,597,445	\$ 3,368,078	\$ 798,500	\$ 818,500

2016 Budget



GENERAL GOVERNMENTAL CONSTRUCTION FUND 385

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ -	\$ -	\$ -
Current Expenditures	(26,181)	-	-
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	(26,181)	-	-
Non-Current Revenues	-	545,000	545,000
Non-Current Expenditures	-	-	-
Capital Outlay	(1,178,395)	(545,000)	(545,000)
Expanded Programs	-	-	-
	(1,204,576)	-	-
Beginning Fund Balance	1,204,576	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

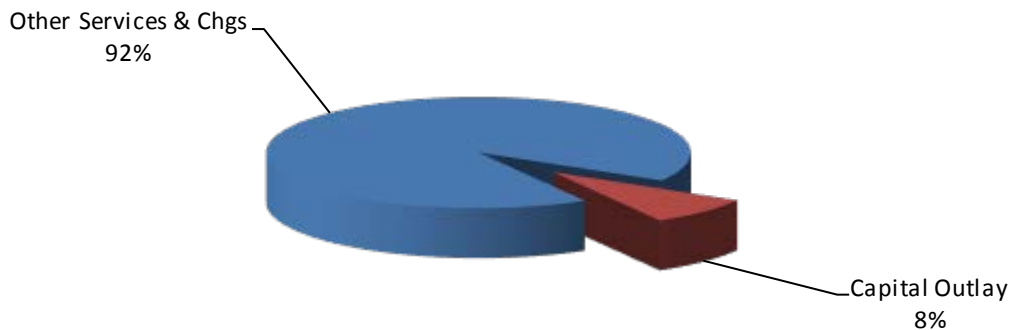
**General Government Construction Fund
Parks & Public Facilities Department
Capital Projects**

Mission Statement: This fund accounts for the financial resources that are restricted, committed or assigned for specific CIP projects that support the development of the Swift Corridor project which will include a new facility for Richland City Hall.

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	91	-	-
Other Services & Chgs	-	-	26,090	500,000	500,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ 26,181	\$ 500,000	\$ 500,000
Transfers	-	-	-	-	-
Capital Outlay	2,842	-	1,178,395	45,000	45,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,842	\$ -	\$ 1,204,576	\$ 545,000	\$ 545,000

2016 Budget



SPECIAL ASSESSMENT CONSTRUCTION FUND 399

Description	Estimated 2015 Budget	Baseline 2016 Budget	Adopted 2016 Budget
Current Revenues	\$ -	\$ -	\$ -
Current Expenditures	-	-	-
Debt Service	-	-	-
Proposed Staffing Enhancements	-	-	-
Current Revenue Over (Under) Current Expenditures	-	-	-
Non-Current Revenues	850,000	850,000	850,000
Non-Current Expenditures	(10,100)	(850,000)	(850,000)
Capital Outlay	(839,900)	-	-
Expanded Programs	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance (Reserves)	-	-	-
Projected Reserves:			
Unassigned Fund Balance	-	-	-
Other Reserves	-	-	-
Totals	\$ -	\$ -	\$ -

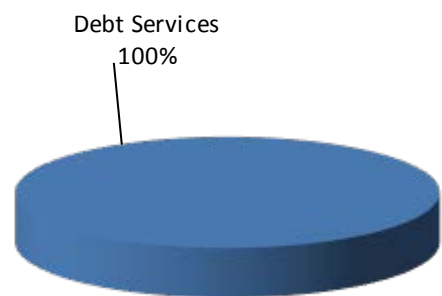
**Reata Road LID 197 Fund
Administrative Services Department
LID Construction Project**

Mission Statement: This fund is used to account for all revenues and expenditures related to the construction phase of the Reata Road Local Improvement District project.

Budget Summary

DESCRIPTION	2014 Actual	2015 Adopted	2015 Estimated	2016 Baseline	2016 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	3,000	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ 3,000	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	839,900	-	-
Debt Services	-	-	7,100	850,000	850,000
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ -	\$ 850,000	\$ 850,000	\$ 850,000

2016 Budget





APPENDIX

City of Richland
Summary of Outstanding Debt
As of January 2016

	Date Issued	Original Debt Issued	Jan 2016 Principal Outstanding	2016 Principal	2016 Interest	Dec 2016 Principal Outstanding	Maturity
Utility Related Debt							
Electric							
Revenue Refund	01/04/07	\$ 25,775,000	\$ 21,165,000	\$ 1,955,000	\$ 975,625	\$ 19,210,000	Nov 1, 2036
Revenue Refund	11/03/09	11,200,000	9,740,000	260,000	594,051	9,480,000	Nov 1, 2039
Revenue Imp/Refunding A	05/16/13	925,000	910,000	10,000	21,238	900,000	Nov 1, 2020
Revenue Imp/Refunding B	05/16/13	19,455,000	18,325,000	540,000	804,650	17,785,000	Nov 1, 2042
Revenue Bonds	11/10/15	19,435,000	19,435,000	0	853,247	19,435,000	Nov 1, 2045
Total Electric Fund		76,790,000	69,575,000	2,765,000	2,395,563	66,810,000	
Water							
Improvement & Refunding	06/16/09	9,675,547	5,438,648	942,128	236,549	4,496,520	Dec 1, 2038
Improvement & Refunding	06/05/12	5,955,160	5,471,030	218,800	204,292	5,252,230	Nov 1, 2034
Revenue & Refunding	08/26/14	5,626,548	5,232,098	445,165	204,832	4,786,933	Nov 1, 2023
Total Water Bonds		21,257,255	16,141,776	1,606,093	645,673	14,535,683	
Other Loan							
Public Works Trust Loan	05/01/00	6,432,914	1,696,987	339,397	16,970	1,357,590	Jul 1, 2020
Public Works Trust Loan	06/27/03	8,755,000	4,053,291	506,662	20,266	3,546,629	Jul 1, 2023
Public Works Trust Loan	10/01/07	1,984,802	929,044	116,130	9,291	812,914	Oct 1, 2023
Public Works Trust Loan	10/01/07	978,117	460,291	57,536	4,603	402,755	Oct 1, 2023
Public Works Trust Loan	10/01/03	580,000	326,250	36,250	4,894	290,000	Oct 1, 2024
Public Works Trust Loan	03/03/09	3,030,000	2,247,221	160,516	33,708	2,086,705	Oct 1, 2029
Total Water Fund		43,018,088	25,854,860	2,822,585	735,405	23,032,275	
Wastewater							
Improvement & Refunding	06/16/09	10,429,453	6,496,352	862,872	292,626	5,633,480	Dec 1, 2038
Improvement & Refunding	06/05/12	1,584,840	1,508,970	56,200	55,908	1,452,770	Nov 1, 2034
Revenue & Refunding	08/26/14	4,358,452	4,052,902	344,835	158,668	3,708,067	Nov 1, 2023
Dept of Ecology ARRA	2009	1,538,338	1,273,547	66,048	37,678	1,207,499	May 27, 2031
Total Wastewater Fund		17,911,083	13,331,771	1,329,955	544,880	12,001,816	
Solid Waste							
Revenue supported GO Bonds	9/21/10	1,205,000	505,000	120,000	14,288	385,000	Dec 1, 2019
Stormwater							
Revenue Bonds	06/16/09	1,870,000	1,230,000	105,000	57,763	1,125,000	Dec 1, 2038
Department of Ecology	12/13/01	145,775	79,737	7,955	3,344	71,782	Oct 1, 2024
Department of Ecology	09/03/15	400,258	400,258	86,137	5,601	314,121	Jun 30, 2020
Broadband							
HAEIF Loan #58-01-01		150,829	131,037	37,921.00	4,600	93,116	
Total Non Major Enterprise Funds		3,771,862	2,346,032	357,013	85,596	1,989,019	
Total Utility Debt		\$ 141,491,033	\$ 111,107,663	\$ 7,274,553	\$ 3,761,444	\$ 103,833,110	

City of Richland
Summary of Outstanding Debt
As of January 2016

	Date Issued	Original Debt Issued	Jan 2016 Principal Outstanding	2016 Principal	2016 Interest	Dec 2016 Principal Outstanding	Maturity
General Governmental Debt							
City Shop & Imp 98 Ref -05	04/11/05	\$ 9,820,000	\$ 1,610,000	\$ 1,015,000	\$ 64,995	\$ 595,000	Dec 1, 2017
Imp / Park Lands & 02 Ref. -06	12/28/06	6,315,000	3,950,000	445,000	166,763	3,505,000	Dec 1, 2026
Library Expansion	3/6/07	17,250,000	750,000	750,000	30,000	-	Dec 1, 2016
IT Facility & Golf Course	7/30/10	7,630,000	5,480,000	155,000	235,558	5,325,000	Dec 1, 2039
LTGO Broadband Bonds	3/20/13	11,250,000	11,250,000	320,000	375,813	10,930,000	Dec 1, 2037
LTGO Broadband Bonds	3/20/13	2,230,000	970,000	80,000	24,806	890,000	Dec 1, 2027
LTGO Fire Station Bonds	7/29/14	3,355,000	3,235,000	125,000	116,156	3,110,000	Dec 1, 2034
UTGO Refunding 2015 Bonds	8/4/15	14,385,000	14,385,000	510,000	543,500	13,875,000	Dec 1, 2026
Total General Obligation Debt		72,235,000	41,630,000	3,400,000	1,557,591	38,230,000	
Other Contracts & Notes							
Line of Credit -Reata LID Cons.	11/18/15	313,361	313,361	-	6,267	313,361	Oct 1, 2018
CERB Loan	4/3/03	780,000	583,247	50,424	5,833	532,823	Jan 31, 2026
		1,093,361	896,608	50,424	12,100	846,184	
Total Outstanding Debt		\$ 214,819,394	\$ 153,634,271	\$ 10,724,977	\$ 5,331,135	\$ 142,909,294	

Glossary of Terms

ACCOUNTABILITY – The state of being obliged to explain one’s actions, to justify what one does. Accountability requires governments to answer to the citizenry to justify the raising of public resources and the purposes for which they are used.

ACCOUNTING PERIOD - The period at the end of which and for which financial statements are prepared.

ACCOUNTING SYSTEM - The total structure of records and procedures designed to discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds or organizational components.

ACCOUNTS RECEIVABLE – Funds which are owed to an entity by a customer for products and services provided. Accounts Receivable are reported as an asset on the Balance Sheet.

ACCOUNTS PAYABLE – Money owed by an entity to its suppliers shown as a liability on the entity’s balance sheet. It is distinct from notes payable liabilities which are debts created by formal legal instruments.

ACCRUED EXPENSES – Expenses incurred but not due until a later date.

ACCRUED PAYABLES– Liability accounts reflecting costs incurred but not due until a later date.

ADVANCE REFUNDING BONDS – Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advance refunding bonds are deposited with a trustee, invested in U.S. Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date and to pay interest on the bonds being refunded or the advance refunding bonds.

ADVERSE OPINION – An auditor’s opinion stating that financial statements do not present fairly financial position, results of operations and (when applicable) cash flows in conformity with generally accepted accounting principles (GAAP).

AD VALOREM TAXES - A tax levied on the assessed value of real property.

AGENCY FUND - A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments and/or other funds.

AMORTIZATION – Gradual reduction, redemption or liquidation of the balance of an account according to a specified schedule of times and amounts. Provision for the extinguishment of a debt by means of a debt service fund.

ANNUAL BUDGET - A budget applicable to a single fiscal year.

ANNUAL COVERED PAYROLL – Term used in connection with defined benefit pension plans. All elements included in annual compensation paid to active employees on which contributions to a pension plan are based.

APPROPRIATION - An authorization granted by a legislative body to make expenditure and incur obligations for specific purposes. Appropriations are usually made for fixed amounts and are typically granted for a specific time period.

APPROPRIATION ORDINANCE OR RESOLUTION – An ordinance or resolution by means of which appropriations are given legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the legislative body.

Glossary of Terms

ARBITRAGE – Classically, the simultaneous purchase and sale of the same or an equivalent security in order to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax-exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.

ASSESSED VALUATION - The estimated value placed upon real and personal property by the Benton County Assessor as the basis for levying property taxes.

ASSETS - Resources owned or held by the City, which have monetary value.

ASSIGNED FUND BALANCE – Amounts that are constrained by the government's intent to be used for specific purposes, but that are neither restricted nor committed (excluding stabilization arrangements).

AUDIT - An examination to determine the accuracy and validity of records and reports or the conformity of procedures with established policies.

AUDIT REPORT – The report by an auditor furnished at the conclusion of internal audits, independent audits, and investigations. As a rule, the report would include: (1) A statement of the scope of the audit; (2) explanatory comments on findings (if any) concerning exceptions by the auditor; (3) opinions; (4) financial statements and schedules; and (5) sometimes statistical tables, supplementary comments, and recommendations.

BALANCE SHEET – The basic financial statement which discloses the assets, liabilities and equities of an entity at a specified date in conformity with GAAP.

BALANCED BUDGET – A budget adopted by ordinance and approved by City Council or other legislative body, where the proposed expenditures are equal to the proposed revenues.

BARS - The State of Washington prescribed Budgeting, Accounting, Reporting System Manual required for all governmental entities in the State of Washington.

BASIC FINANCIAL STATEMENTS – The minimum combination of financial statements and note disclosures required for fair presentation in conformity of GAAP.

BASIS OF ACCOUNTING - A term used to refer to when revenues, expenditures, expenses and transfers and the related assets and liabilities, are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made, on either the cash or accrual method.

Cash Basis – A basis of accounting under which transactions are recognized only when cash is received or disbursed.

Accrual Basis – A basis of accounting under which transactions are recorded in the periods in which those transactions occur, regardless of the timing of related cash receipts and disbursements. This basis of accounting is used for proprietary and internal service funds.

Modified Accrual Basis - A basis of accounting under which revenues and other financial resources are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred. This basis of accounting is used for governmental, capital project and debt service funds.

BEGINNING BALANCE – The residual non-restricted funds brought forward from the previous fiscal year (ending balance).

Glossary of Terms

BLENDING (BLENDED)- The method of reporting the financial data of a component unit that presents the component unit's balances and transactions in a manner similar to the presentation of the balances and transactions of the primary government.

BOND (DEBT INSTRUMENT) - A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

BPA - The Bonneville Power Administration was created by an act of Congress in 1937 to market electric power from the Bonneville Dam and to construct power transmission facilities. Congress has since designated the BPA to be the marketing agent for power from all Federal hydroelectric projects in the Pacific Northwest. The BPA also markets power for several non-Federally-owned projects.

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically one fiscal period) and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body.

BUDGET ADJUSTMENT – A legally adopted procedure utilized by the City Staff and Council to increase or decrease an adopted budget appropriation.

BUDGET CALENDAR - The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT - The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of two parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the information as to the past years' actual revenues, expenditures, and other data used in making the estimates. In addition to the budget document, the appropriation ordinance or resolution will be necessary to put the budget into effect.

BUDGET MESSAGE - A general discussion of the proposed budget presented in writing as part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.

BUDGETARY ACCOUNTS - Accounts used to enter the formally adopted annual operating budget into the general ledger as part of the management control technique of formal budgetary integration.

BUDGETARY COMPARISONS - Governmental GAAP financial reports must include comparisons of approved budgeted amounts with actual results of operations. Such reports should be subjected to an independent audit, so that all parties involved in the annual operating budget/legal appropriation process are provided with assurances that government monies are spent in accordance with the mutually agreed upon budgetary plan.

BUDGETARY CONTROL – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAFR – Comprehensive Annual Financial Report

Glossary of Terms

CAPITAL ASSETS - Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

CAPITAL IMPROVEMENT FUND – A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities.

CAPITAL IMPROVEMENT PROGRAM (CIP) – A multi year plan of capital purchases and projects which identifies future and ongoing service level requirements, and the necessary infrastructure enhancements or construction. Projects and expenditures are prioritized with funding identified for current year projects only.

CAPITAL OUTLAY - Expenditures which result in the acquisition of or addition to fixed assets. Examples include land, buildings, machinery and equipment, and construction projects.

CONTINGENCY - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

COST CENTER – A section within a fund having a specialized function or activity and segregated cost information.

DEBT – An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, registered warrants, notes, contracts and accounts payable.

DEBT LIMIT – The maximum amount of gross or net debt that is legally permitted.

DEBT SERVICE - Payment of interest and repayment of principal to holders of the City's debt instruments.

DEBT SERVICE FUND - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEFICIT - (1) The excess of an entity's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION - (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy of obsolescence. (2) That portion of the cost of a capital asset, which is charged as an expense during a particular period.

ENCUMBRANCE – Obligations in the form of purchase orders, contracts, or other commitments. They cease to be encumbrances when paid, cancelled, or when the actual liability is established.

ENDING BALANCE – The residual non-restricted funds that are spendable or available for appropriation at the end of the fiscal year.

ENTERPRISE FUND - A fund established to account for operations financed in a manner similar to a private business enterprise where the costs of providing goods and services to the public are financed through user charges.

ESTIMATED EXPENDITURES - The amount of the projected outflow of funds to be paid for an asset or goods and services to be obtained. The amount of expenditures appropriated is the amount approved by Council.

ESTIMATED REVENUES - The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by Council.

Glossary of Terms

EXPENDITURES - Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

EXPENSES – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FIXED ASSETS – Assets that are intended to be held or used for a long term, such as land, buildings, improvements other than buildings, machinery and equipment. In common usage, the term refers only to operating facilities and equipment, not to long-term investments and other non-current assets. The City's capitalization threshold is \$5,000.

FULL-TIME EQUIVALENT (FTE) – A calculation used to convert part-time hours to equivalent full-time positions. Full-time employee salaries are based on 2,080 hours per year. The full-time equivalent of a part-time employee is calculated by dividing the number of hours budgeted by 2,080.

FUND - An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE - The excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period. A negative fund balance is sometimes called a deficit.

GAAFR - "Governmental Accounting, Auditing and Financial Reporting." The "blue book" published by the Municipal Finance Officers Association (now the Government Finance Officers Association) to provide detailed guidance for the application of accounting principals for governments.

GAAP - Generally Accepted Accounting Principles are standards used for accounting and reporting used for both private industry and governments.

GASB - Government Accounting Standards Board established in 1985 to regulate the rules and standards for all governmental units.

GENERAL FUND - Accounts for all revenues and expenditures that are not accounted for in any other fund except those required by statute. It is a fund supported by taxes, fees and other miscellaneous revenues.

GENERAL OBLIGATION BONDS - Bonds for which the full faith and credit of the insuring government are pledged for payment.

HANFORD - A Department of Energy site used, in the past, for the production of nuclear material for weapons. Currently, DOE is implementing waste management and environmental restoration of the site including technology development through several contractors.

INTERFUND PAYMENTS - Expenditures made to other funds for services rendered. This category includes interfund repairs and maintenance.

INTERGOVERNMENTAL REVENUE - Revenue received from other governments in the form of grants, shared revenues, or payments in lieu of taxes.

INTERGOVERNMENTAL SERVICES - Intergovernmental purchases of those specialized services typically performed by local governments.

Glossary of Terms

INTERNAL SERVICE FUND - Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis.

LEOFF - Law Enforcement Officers and Firefighters Retirement System mandated by the State of Washington.

LID - Local Improvement District or Special Assessments made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

LONG TERM DEBT – Debt with a maturity of more than one year after the date of issuance.

LRF – The Local Revitalization Financing program authorizes cities and counties to create “revitalization areas” and allows certain increases in local sales and use tax revenues and local property tax revenues generated from within the revitalization area, additional funds from other local public sources, and a state contribution to be used for payment of bonds issued for financing local public improvements within the revitalization area.

MISSION – Defines the primary purpose of the City and is intended to guide all organizational decisions, policies, and activities on a daily basis.

OBJECT - As used in expenditure classification, this term applies to the type of item purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personnel services, contractual services, and materials and supplies.

OPEB – Other Post Employment Benefits, benefits other than pension benefits offered to retirees.

OPERATING BUDGET – Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing of acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even where not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

OPERATING FUNDS - Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

OPERATING TRANSFER - Routine and/or recurring transfers of assets between funds.

OTHER EXPENSE/ RESERVE - A budgetary reserve that is established by the City Council. The City of Richland uses the term Other Expense/ Reserve for each fund much like other municipalities use the term Ending Fund Balance. The Other Expense/Reserve is anticipated to be available during the year, which can be used for additional funding for costs or as an ending fund balance at Council’s discretion.

PERS - Public Employees Retirement System mandated by the State of Washington.

PFD – Public Facility District.

PERSONNEL SERVICES - Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees, as well as the incidental fringe benefit costs associated with City employment.

PROGRAM BUDGET – A budget which allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

PROPRIETARY FUNDS – Sometimes referred to as commercial-type funds, this classification of funds is used to account for a government’s ongoing organizations and activities that are similar to those found in the private sector (enterprise and internal service funds).

Glossary of Terms

REFUNDING BONDS – Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

RESERVE – (1) An account used to segregate a portion of fund balance to indicate that it is not available for expenditure; and (2) an account used to segregate a portion of fund equity as legally set aside for a specific future use.

RESOURCES - Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

RETAINED EARNINGS - An equity account reflecting the accumulated earnings of the City.

REVENUE - Income received by the City in support of a program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and forfeits, interest income and miscellaneous revenue. The term designates an increase to a fund's assets which: 1) does not represent a liability (e.g. proceeds from a loan); 2) does not represent a repayment of an expenditure already made; 3) does not represent a cancellation of certain liabilities; and 4) does not represent an increase in contributed capital.

REVENUE BONDS - Bond issued pledging future revenues, usually water, sewer, or drainage charges, to cover debt payments in addition to operating costs.

REVENUE ESTIMATE - A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

SPECIAL REVENUE FUND - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

SUPPLEMENTAL APPROPRIATION - An appropriation approved by the Council after initial budget appropriation.

SUPPLIES - A basic classification of expenditures for articles and commodities purchased for consumption or resale. Examples include office and operating supplies, fuel, power, water, gas, inventory or resale items, and small tools and equipment.

TRANSFERS - The authorized exchanges of cash or other resources between funds, divisions, departments, and/or capital projects.

TRIDEC - The Tri-City Industrial Development Council was formed to promote and advance the economic welfare and development of Benton and Franklin Counties, the Tri-Cities - Richland, Pasco and Kennewick, and the other outlying areas.

TRUST FUND - Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds.



CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2016

UNAFFILIATED

Pay Grade	Classification Title	Group Status	Minimum	Midpoint	Maximum
7510	ACCOUNTANT	PROFESSIONAL	\$29.12	\$36.40	\$43.68
7503	ACCOUNTING CLERK I	NON-EXEMPT	\$14.96	\$18.70	\$22.44
7504	ACCOUNTING CLERK II	NON-EXEMPT	\$16.43	\$20.54	\$24.65
7505	ACCOUNTING SPECIALIST	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7508	ADMINISTRATIVE ASSISTANT	ADMIN.	\$24.07	\$30.08	\$36.10
7508	ADMINISTRATIVE OPERATIONS COORDINATOR	EXECUTIVE	\$24.07	\$30.08	\$36.10
7620	ADMINISTRATIVE SERVICES DIRECTOR	EXECUTIVE	\$45.24	\$56.56	\$67.87
7507	ADMINISTRATIVE SPECIALIST	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7610	ASSISTANT CITY MANAGER	EXECUTIVE	\$41.87	\$52.34	\$62.81
7512	BCES COMMUNICATIONS MANAGER	EXECUTIVE	\$35.23	\$44.04	\$52.85
7509	BCES COMMUNICATIONS SUPERVISOR	EXECUTIVE	\$26.50	\$33.12	\$39.74
7511	BCES EMERGENCY MANAGEMENT MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07
7505	BCES EMERGENCY PLANNER I	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7506	BCES EMERGENCY PLANNER II	NON-EXEMPT	\$19.88	\$24.85	\$29.82
7507	BCES EMERGENCY PLANNER III	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7513	BCES INFORMATION SYSTEMS MANAGER	EXECUTIVE	\$38.77	\$48.47	\$58.16
7509	BCES TECHNICAL SYSTEMS COORDINATOR	NON-EXEMPT	\$26.50	\$33.12	\$39.74
7509	BLOCK GRANT COORDINATOR	ADMIN.	\$26.50	\$33.12	\$39.74
7511	BUILDING INSPECTION SUPERVISOR	EXECUTIVE	\$32.05	\$40.06	\$48.07
7508	BUILDING INSPECTOR	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7506	BUILDING PERMIT EXPEDITER	NON-EXEMPT	\$19.88	\$24.85	\$29.82
7513	BUSINESS SERVICES MANAGER	EXECUTIVE	\$38.77	\$48.47	\$58.16
7505	BUYER I	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7507	BUYER II	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7508	CABLE COMMUNICATIONS COORDINATOR	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7505	CABLE PRODUCTION ASSISTANT	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7515	CHIEF ELECTRICAL ENGINEER	EXECUTIVE	\$46.93	\$58.67	\$70.40
7515	CITY ATTORNEY	EXECUTIVE	\$46.93	\$58.67	\$70.40
7510	CITY CLERK	EXECUTIVE	\$29.12	\$36.40	\$43.68
7650	CITY MANAGER	EXECUTIVE	\$57.01	\$71.26	\$85.52
7509	CIVIL ENGINEER I	NON-EXEMPT	\$26.50	\$33.12	\$39.74
7511	CIVIL ENGINEER II	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7502	CLERICAL ASSISTANT	NON-EXEMPT	\$13.59	\$16.99	\$20.39
7507	CODE ENFORCEMENT OFFICER	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7511	COMMUNICATIONS & MARKETING MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07
7508	COMMUNICATIONS & MARKETING SPECIALIST	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7620	COMMUNITY DEVELOPMENT DIRECTOR	EXECUTIVE	\$45.24	\$56.56	\$67.87
7508	CRIME ANALYST	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7505	CUSTOMER SERVICE REPRESENTATIVE	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7511	CUSTOMER SERVICE SUPERVISOR	EXECUTIVE	\$32.05	\$40.06	\$48.07
7507	DEPUTY CITY CLERK	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7512	DEVELOPMENT SERVICES MANAGER	EXECUTIVE	\$35.23	\$44.04	\$52.85
7513	ECONOMIC DEVELOPMENT MANAGER	EXECUTIVE	\$38.77	\$48.47	\$58.16
7511	ELECTRICAL DISTRIBUTION ENGINEER I	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7513	ELECTRICAL DISTRIBUTION ENGINEER II	PROFESSIONAL	\$38.77	\$48.47	\$58.16
7508	ELECTRICAL ENGINEERING SPECIALIST	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7512	ELECTRICAL SYSTEMS SUPERVISOR	EXECUTIVE	\$35.23	\$44.04	\$52.85
7508	ENERGY ENGINEER I	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7509	ENERGY ENGINEER II	PROFESSIONAL	\$26.50	\$33.12	\$39.74
7511	ENERGY POLICY SPECIALIST	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7640	ENERGY SERVICES DIRECTOR	EXECUTIVE	\$52.79	\$65.99	\$79.18

CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2016

UNAFFILIATED

Pay Grade	Classification Title	Group Status	Minimum	Midpoint	Maximum
7509	ENERGY SPECIALIST	ADMIN.	\$26.50	\$33.12	\$39.74
7503	ENGINEERING AIDE	NON-EXEMPT	\$14.96	\$18.70	\$22.44
7505	ENGINEERING TECHNICIAN I	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7507	ENGINEERING TECHNICIAN II	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7509	ENGINEERING TECHNICIAN III	NON-EXEMPT	\$26.50	\$33.12	\$39.74
7510	ENGINEERING TECHNICIAN IV	PROFESSIONAL	\$29.12	\$36.40	\$43.68
7508	ENVIRONMENTAL EDUCATION COORDINATOR	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7510	EQUIPMENT MAINTENANCE SUPERVISOR	EXECUTIVE	\$29.12	\$36.40	\$43.68
7506	EVIDENCE TECHNICIAN	NON-EXEMPT	\$19.88	\$24.85	\$29.82
7506	EXECUTIVE ASSISTANT	NON-EXEMPT	\$19.88	\$24.85	\$29.82
7511	FINANCE SUPERVISOR	EXECUTIVE	\$32.05	\$40.06	\$48.07
7610	FINANCE DIRECTOR	EXECUTIVE	\$41.87	\$52.34	\$62.81
7620	FIRE & EMERGENCY SERVICES DIRECTOR	EXECUTIVE	\$45.24	\$56.56	\$67.87
7508	FIRE ADMINISTRATIVE COORDINATOR	EXECUTIVE	\$24.07	\$30.08	\$36.10
7508	GIS/CADD TECHNICIAN	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7513	HANFORD PROJECT MANAGER	ADMIN.	\$38.77	\$48.47	\$58.16
7508	HOUSING RESOURCES SPECIALIST	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7505	HUMAN RESOURCES ASSISTANT	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7610	HUMAN RESOURCES DIRECTOR	EXECUTIVE	\$41.87	\$52.34	\$62.81
7510	HUMAN RESOURCES GENERALIST	PROFESSIONAL	\$29.12	\$36.40	\$43.68
7508	HUMAN RESOURCES SPECIALIST	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7514	INFORMATION TECHNOLOGY MANAGER	EXECUTIVE	\$42.64	\$53.30	\$63.96
7511	IT APPLICATIONS DEVELOPER/INTEGRATOR	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7513	IT APPLICATIONS SUPERVISOR	EXECUTIVE	\$38.77	\$48.47	\$58.16
7511	IT BUSINESS ANALYST	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7512	IT CUSTOMER SERVICE SUPERVISOR	EXECUTIVE	\$35.23	\$44.04	\$52.85
7509	IT CUSTOMER SERVICE TECHNICIAN I	NON-EXEMPT	\$26.50	\$33.12	\$39.74
7510	IT CUSTOMER SERVICE TECHNICIAN II	NON-EXEMPT	\$29.12	\$36.40	\$43.68
7511	IT NETWORK ADMINISTRATOR	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7513	IT OPERATIONS SUPERVISOR	EXECUTIVE	\$38.77	\$48.47	\$58.16
7511	IT SYSTEMS ADMINISTRATOR	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7508	LAND SURVEYOR I	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7510	LAND SURVEYOR II	EXECUTIVE	\$29.12	\$36.40	\$43.68
7507	LEGAL ASSISTANT	NON-EXEMPT	\$21.90	\$27.37	\$32.85
7507	LIBRARIAN I	PROFESSIONAL	\$21.90	\$27.37	\$32.85
7509	LIBRARIAN II	PROFESSIONAL	\$26.50	\$33.12	\$39.74
7501	LIBRARY ASSISTANT I	NON-EXEMPT	\$12.34	\$15.43	\$18.51
7503	LIBRARY ASSISTANT II	NON-EXEMPT	\$14.96	\$18.70	\$22.44
7505	LIBRARY ASSISTANT III	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7511	LIBRARY MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07
7200	LIBRARY PAGE	NON-EXEMPT	\$9.62	\$12.03	\$14.43
7508	LIBRARY SUPERVISOR	EXECUTIVE	\$24.07	\$30.08	\$36.10
7506	LIBRARY TECHNICAL SUPPORT SPECIALIST	NON-EXEMPT	\$19.88	\$24.85	\$29.82
7501	MAIL CLERK	NON-EXEMPT	\$12.34	\$15.43	\$18.51
7509	MARKETING SPECIALIST	NON-EXEMPT	\$26.50	\$33.12	\$39.74
7511	PARKS & PUBLIC FAC. PLANNING & CAP. PROJ. MGR.	EXECUTIVE	\$32.05	\$40.06	\$48.07
7610	PARKS & PUBLIC FACILITIES DIRECTOR	EXECUTIVE	\$41.87	\$52.34	\$62.81
7510	PARKS & PUBLIC FACILITIES SUPERVISOR	EXECUTIVE	\$29.12	\$36.40	\$43.68
7511	PARKS & REC. PROGRAM & FACILITY MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07
7200	PARKS & RECREATION AIDE	NON-EXEMPT	\$9.62	\$12.03	\$14.43
7506	PARKS & RECREATION ASSISTANT	NON-EXEMPT	\$19.88	\$24.85	\$29.82

CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2016

UNAFFILIATED

Pay Grade	Classification Title	Group Status	Minimum	Midpoint	Maximum
7508	PARKS & RECREATION COORDINATOR	EXECUTIVE	\$24.07	\$30.08	\$36.10
7510	PARKS & RECREATION PLANNER	ADMIN.	\$29.12	\$36.40	\$43.68
7511	PARKS & RECREATION SENIOR PLANNER	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7508	PAYROLL SPECIALIST	NON-EXEMPT	\$24.07	\$30.08	\$36.10
7505	PERMIT TECHNICIAN	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7509	PLANNER	NON-EXEMPT	\$26.50	\$33.12	\$39.74
7510	PLANS EXAMINER/PERMIT SPECIALIST	NON-EXEMPT	\$29.12	\$36.40	\$43.68
7512	POLICE CAPTAIN (1)	EXECUTIVE	\$35.23	\$44.04	\$52.85
7511	POLICE LIEUTENANT (1)	EXECUTIVE	\$32.05	\$40.06	\$48.07
7509	POLICE RECORDS SUPERVISOR	EXECUTIVE	\$26.50	\$33.12	\$39.74
7620	POLICE SERVICES DIRECTOR	EXECUTIVE	\$45.24	\$56.56	\$67.87
7512	POWER OPERATIONS SUPERVISOR	EXECUTIVE	\$35.23	\$44.04	\$52.85
7504	PRINTER	NON-EXEMPT	\$16.43	\$20.54	\$24.65
7505	PROJECT ASSISTANT	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7509	PUBLIC WORKS ADMINISTRATION SUPERVISOR	EXECUTIVE	\$26.50	\$33.12	\$39.74
7513	PUBLIC WORKS CAPITAL PROJECTS MANAGER	EXECUTIVE	\$38.77	\$48.47	\$58.16
7620	PUBLIC WORKS DIRECTOR	EXECUTIVE	\$45.24	\$56.56	\$67.87
7512	PURCHASING MANAGER	EXECUTIVE	\$35.23	\$44.04	\$52.85
7511	REDEVELOPMENT PROJECT MANAGER	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7510	RISK & SAFETY PROGRAM ADMINISTRATOR	PROFESSIONAL	\$29.12	\$36.40	\$43.68
7511	SENIOR PLANNER	PROFESSIONAL	\$32.05	\$40.06	\$48.07
7510	SOLID WASTE COLLECTION SUPERVISOR	EXECUTIVE	\$29.12	\$36.40	\$43.68
7511	SOLID WASTE MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07
N/A	SPECIAL APPOINTEE I	NON-EXEMPT	<i>With City Manager Approval</i>		
N/A	SPECIAL APPOINTEE II	EXEMPT	<i>With City Manager Approval</i>		
7250	SPECIAL INVESTIGATOR	NON-EXEMPT	\$43.42	\$54.27	\$65.13
7510	STREETS SUPERVISOR	EXECUTIVE	\$29.12	\$36.40	\$43.68
7505	SUPPORT SPECIALIST	NON-EXEMPT	\$18.05	\$22.56	\$27.08
7510	TRAFFIC ENGINEER	PROFESSIONAL	\$29.12	\$36.40	\$43.68
7513	TRANSPORTATION & DEVELOPMENT MGR.	EXECUTIVE	\$38.77	\$48.47	\$58.16
7510	WASTE WATER MAINTENANCE SUPERVISOR	EXECUTIVE	\$29.12	\$36.40	\$43.68
7511	WASTE WATER/STORM WATER MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07
7510	WATER MAINTENANCE SUPERVISOR	EXECUTIVE	\$29.12	\$36.40	\$43.68
7511	WATER MANAGER	EXECUTIVE	\$32.05	\$40.06	\$48.07

CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2016
 INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

Pay Level	Classification Title	Step A Monthly	Step C Monthly	Step E Monthly	Step F Monthly
1000	FIREFIGHTER EMT	\$4,932	\$5,796	\$6,130	\$6,405
1009	FIRE LIEUTENANT			\$6,866	\$7,173
1049	FIRE CAPTAIN			\$7,553	\$7,890
1119	ASST FIRE MARSHAL			\$7,553	\$7,890
1139	DEPUTY FIRE MARSHALL EMT				\$7,173
1140	TRAINING PROGRAM OFFICER			\$8,308	\$8,680
1189	EMS PROGRAM OFFICER			\$8,308	\$8,680

CITY OF RICHLAND

Classifications, Pay Grades and Hourly Salaries as of January 2016

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS - BC

Pay Level	Classification Title	Step E Monthly	Step F Monthly
4009	BATTALION CHIEF	\$8,262	\$8,636
4013	BC-FIRE MARSHAL & TRAINING	\$9,088	\$9,500

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2016
INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

Pay Level	Classification Title	Step F
2000	APPRENTICE LINE,WIRE,&METER #1	\$32.03
2001	APPRENTICE LINE,WIRE,&METER #2	\$32.87
2002	APPRENTICE LINE,WIRE,&METER #3	\$33.73
2003	APPRENTICE LINE,WIRE,&METER #4	\$35.00
2004	APPRENTICE LINE,WIRE,&METER #5	\$36.72
2005	APPRENTICE LINE,WIRE,&METER #6	\$40.56
2006	DISPATCHER FILL IN-UPGRADE	\$45.88
2007	ELECTRICAL SYSTEMS DISPATCHER	\$48.73
2008	ELECTRICAL TOOLKEEPER	\$35.00
2009	ELECTRONICS & INSTR TECH I	\$43.54
2010	ELECTRONICS & INSTR TECH II	\$44.82
2011	ELECTRONICS & INSTR TECH III	\$46.53
2012	GROUNDMAN (M-F)	\$32.87
2013	HEAD GROUND MN(M-F)-HEAVY EQUIP	\$38.42
2014	HEAD GROUND MN (M-F)-TRUCK OPR	\$36.30
2015	ELECTRICIAN II	\$44.82
2017	JOURNEYMAN LINEMAN (M-F)	\$42.68
2018	MPP TECH I	\$43.54
2021	LEAD WAREHOUSE WORKER	\$35.00
2022	MPP FOREMAN(M-F)	\$49.11
2023	SENIOR CREW FOREMAN (M-F)	\$49.11
2024	SERVICE CREW FOREMAN (M-F)	\$48.01
2026	ELECTRICIAN I	\$43.54
2027	WAREHOUSE WKR II/ 2ND 6 MOS	\$29.36
2028	WAREHOUSE WKR II/ 3RD 6 MOS	\$30.49
2029	WAREHOUSE WKR II/ 1ST 6 MOS	\$27.10
2030	ELECTRICIAN FOREMAN	\$48.45
2031	ELECTRONIC & INSTRUMENT FOREMN	\$48.45
2032	MPP TECHNICIAN II	\$44.82
2033	INSPECTOR I	\$44.82
2034	INSPECTOR II	\$48.01
2035	MPP TECHNICIAN III	\$46.53
2036	ELECTRICIAN III	\$46.53
2037	WAREHOUSE WKR I/ 1ST 6 MOS	\$22.59
2038	WAREHOUSE WKR I/ 2ND 6 MOS	\$23.71
2039	WAREHOUSE WKR I/ 3RD 6 MOS	\$24.84

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2016

POLICE GUILD

Pay Level	Classification Title	Step A	Step B	Step C	Step D	Step E	Step F
5001	POLICE OFFICER	\$34.35		\$36.14		\$37.96	\$38.95
5011	POLICE CORPORAL					\$40.83	\$41.67
5021	POLICE SERGEANT					\$43.88	\$44.79

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2016

INTERNATIONAL UNION OF OPERATING ENGINEERS

Pay Level	Classification Title	Step A	Step B	Step C	Step D	Step E	Step F
3044	CONST & MAINT CRFTWKR I	\$22.40	\$23.12	\$23.86	\$24.56	\$25.14	\$25.84
3045	CONST & MAINT CRFTWKR II		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
3000	CUSTODIAN I	\$12.08	\$12.93	\$13.73	\$14.51	\$15.32	
3001	CUSTODIAN II	\$14.51	\$16.14	\$16.94	\$17.74	\$18.55	\$19.36
3002	EQUIPMENT OPERATOR	\$25.30	\$26.14	\$26.95	\$27.93	\$28.78	\$29.78
3003	EQUIPMENT SERVICER	\$21.47	\$22.31	\$22.81	\$23.42	\$23.97	\$24.51
3024	EQUIPMENT TECHNICIAN	\$26.14	\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
3004	FACILITIES CRAFTSWORKER		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
3005	FUELER		\$12.08	\$12.93	\$13.73	\$14.51	\$15.32
3006	GENERAL CRAFTSWORKER		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
3040	HOUSEHOLD HAZ WASTE ATTENDANT	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
3007	HVAC TECHNICIAN	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
3009	LABORATORY TECHNICIAN I	\$24.75	\$25.94	\$27.18	\$28.47	\$29.83	\$31.23
3010	LABORATORY TECHNICIAN II	\$25.71	\$26.92	\$28.19	\$29.57	\$30.97	\$32.45
3043	LABORER I	\$17.30	\$18.05	\$18.84	\$19.55	\$20.32	\$20.99
3013	LEAD CRAFTSWORKER	\$24.72	\$26.23	\$27.78	\$29.30	\$30.92	\$32.45
3014	LEAD CUSTODIAN	\$19.89	\$20.90	\$21.95	\$23.03	\$24.18	\$25.40
3016	LEAD EQUIP TECH	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
3015	LEAD LANDFILL OPERATOR	\$27.26	\$28.15	\$29.06	\$29.98	\$30.86	\$31.79
3041	LEAD METER READER					\$27.40	\$28.17
3012	LEAD PARKS & FACILITIES WORKER	\$25.02	\$26.63	\$28.19	\$29.77	\$31.34	\$32.92
3017	LEAD PLANT OPERATOR	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
3019	LEAD TRUCK DRIVER	\$26.88	\$27.75	\$28.72	\$29.54	\$30.47	
3018	LEAD WAREHOUSE WORKER						\$31.85
3020	MAINTENANCE CRAFTSWORKER I	\$23.75	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40
3021	MAINTENANCE CRAFTSWORKER II		\$26.88	\$27.75	\$28.72	\$29.54	\$30.47
3022	MAINTENANCE WORKER I	\$21.89	\$22.53	\$23.17	\$23.84	\$24.46	\$25.19
3023	MAINTENANCE WORKER II	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
3025	METER READER	\$22.76	\$23.47	\$24.25	\$24.94	\$25.66	\$26.45
3026	METER SERVICE WORKER	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
3028	PLANT OPERATOR	\$26.15	\$26.98	\$27.81	\$28.78	\$29.63	\$30.62
3029	PLANT OPERATOR-IN-TRAINING	\$21.89	\$22.53	\$23.17	\$23.84	\$24.46	\$25.19
3030	PRETREATMENT COORDINATOR	\$24.25	\$25.76	\$27.28	\$28.78	\$30.31	\$31.85
3031	PRETREATMENT INSPECTOR	\$26.15	\$26.98	\$27.81	\$28.78	\$29.63	\$30.62
3032	SERVICE WRITER	\$23.75	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40
3039	TRANSFER STATION ATTENDANT	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
3037	TREATMENT PLANT MECHANIC	\$28.56	\$29.47	\$30.40	\$31.27	\$32.13	\$33.00
3034	TRUCK DRIVER-HEAVY	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40	\$28.17
3035	UTILITY CRAFTSWORKER	\$23.75	\$24.51	\$25.30	\$26.03	\$26.65	\$27.40
3038	WAREHOUSE WORKER I	\$21.46	\$22.57	\$23.67	\$24.86		
3033	WAREHOUSE WORKER II			\$25.80	\$27.12	\$28.38	\$29.88
3036	WATER QUALITY COORDINATOR	\$24.25	\$25.76	\$27.28	\$28.49	\$28.78	\$31.85

CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2016
 SOUTHEAST WASHINGTON TELECOMMUNICATORS GUILD

Pay								
Level	Classification Title	Step A	Step B	Step C	Step D	Step E	Step F	Step G
6000	EMERGENCY COMM DISPATCHER	\$19.46	\$20.16	\$20.93	\$22.77	\$23.53	\$26.87	\$27.78
6001	LEAD EMERG COMM DISPATCHER/TO					\$24.71	\$28.20	\$29.15

ACKNOWLEDGEMENT

The following employees played important roles in producing the City of Richland, Washington's 2016 Budget Document. Their significant commitment to this project has been greatly appreciated.

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