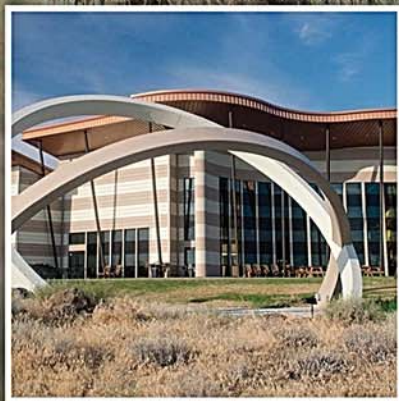


2017 BUDGET CITY OF RICHLAND, WASHINGTON





CITY OF RICHLAND, WASHINGTON 2017 BUDGET

*505 Swift Blvd.
Richland, WA 99352
P (509) 942-7390/F (509) 942-5666*



2017 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. 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.

2017 BUDGET

TABLE OF CONTENTS

INTRODUCTION

Reader's Guide.....	1
Organization Chart	4
Boards, Commissions and Committees Organization Chart	5
Budget Preparation Highlights.....	6
Issues, Pressure and Demands on the Budget	7
Summary of Budgetary Process	8
Budget Calendar.....	9

BUDGET SUMMARY

Budget Message.....	13
---------------------	----

FINANCIAL SUMMARY

Financial Policies.....	21
Budget Appropriation Ordinance	24
Budget Fund Structure	27
Budget Summary – All Funds	28
Summary of Estimated Revenues - All Funds.....	29
Summary of Estimated Expenditures - All Funds	31
Summary of Estimated Expenditures - General Fund	33
Major Tax Sources	35
Major Revenue Sources	36
Detailed Revenue Summary – General Fund	53
Detailed Revenue Summary – All Funds.....	50
Schedule of Contractual Agreements	97
Departmental Responsibility and Oversight	98
Staffing Level by Department/Division.....	101
Population Per Employee	103

STRATEGIC LEADERSHIP PLAN

Key Elements	105
Strategic Leadership Plan	106

2016 MAJOR ACCOMPLISHMENTS

Accomplishments Associated with Strategic Plan	109
--	-----

EXPANDED PROGRAMS

Expanded Programs – Funds Summary	169
Expanded Programs – Detail Listing for All Funds	170

CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan	173
2017 Capital Projects	177
2017-2022 Capital Projects	178

FUND DETAIL**General Fund**

City Council.....	188
City Manager.....	191
City Attorney.....	194
City Clerk.....	197
Assistant City Manager	200
Communications & Marketing	202
Cable Communications	205
Information Technology.....	208
Hanford Communities	211
Fire	214
Police	217
Administrative Services.....	220
Finance	222
Purchasing	225
Human Resources	228
Community & Development Services Administration.....	231
Development Services	234
Redevelopment.....	237
Parks & Public Facilities Administration	240
Recreation.....	242
Parks & Facilities.....	245
Planning & Construction.....	248
Library	251
Non-Departmental.....	254

Special Revenue Funds

City Streets.....	256
Park Reserve	259
Industrial Development	260
Criminal Justice.....	263
PFD Facility Contingency.....	264
Criminal Justice Sales Tax.....	265
BCES Operations.....	267
Hotel/Motel Tax.....	270
Special Lodging Assessment	271

Redevelopment - CDBG	272
Redevelopment - HOME	275
Debt Service Funds	
LTGO Bonds	278
Fire Station 74.....	279
Police Station	280
Richland Community Center	281
Library	282
LRF (Local Revitalization Financing)	283
LID Guaranty.....	284
Special Assessment	285
Enterprise Funds	
Energy Services	286
Business Services.....	287
Electrical Engineering	290
Power Operations	293
Systems	296
Energy Policy Management	299
Technical Services	302
Water Utility	
Water Utility Construction Projects.....	305
Water Administration.....	306
Water Operations	307
Water Maintenance	310
Wastewater Utility	
Wastewater Administration	312
Wastewater Utility Construction Projects	313
Wastewater Operations.....	314
Wastewater Maintenance.....	317
Solid Waste Utility	
Solid Waste Utility Construction Projects	319
Solid Waste Administration	320
Solid Waste Collection	321
Solid Waste Disposal	323
Stormwater Utility	
Stormwater Utility Construction Projects.....	326
Stormwater	327
Other Enterprise Funds	
Golf Course	330
Medical Service.....	331
Broadband Utility.....	334

Internal Service Funds

Central Stores	336
Equipment Maintenance	337
Equipment Replacement	340
Public Works Administration and Engineering	341
Workers Compensation.....	344
Health Care/Benefits Plan	345
Unemployment	346
Post Employment Healthcare Plan	347

Trust and Agency Funds

Fire Pension	348
Police Pension	349

Capital Projects Funds

Streets Capital Construction	350
Capital Improvement	351
Parks Capital Projects	352
General Government Construction	353
Special Assessment Construction.....	354

APPENDIX

Summary of Outstanding Debt	356
Glossary of Terms	358
Wage and Salary Schedule	364
Staff Acknowledgement	373

INTRODUCTION



READER'S GUIDE



Welcome to the City of Richland Annual Budget for the fiscal year January 1 to December 31, 2017. 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 2017 budget are shown for each department. The 2017-2030 Capital Improvement Plan (CIP) is a separate document which provides an enhanced level of detail for capital expenditures and projects.

BUDGET DOCUMENT: The 2017 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 2017 Budget. The summary provides a budget overview and describes the major policies and issues which influenced development of the 2017 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. 2016 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 2017 Budget and will be implemented over the next year. Projects are listed by category. A complete Capital Improvement Plan that spans a period of 2017-2030 is available by request or you can access this document on the City's webpage at www.ci.richland.wa.us.

7. FUND DETAIL

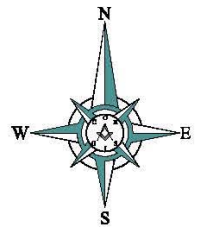
The fund detail provides an extended level of information for each fund. It is grouped by fund and, within the fund, by division. Simply stated, a fund is an accounting unit of the City. It tracks the receipts and expenditures of various resources. Financial summaries are presented for every fund that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

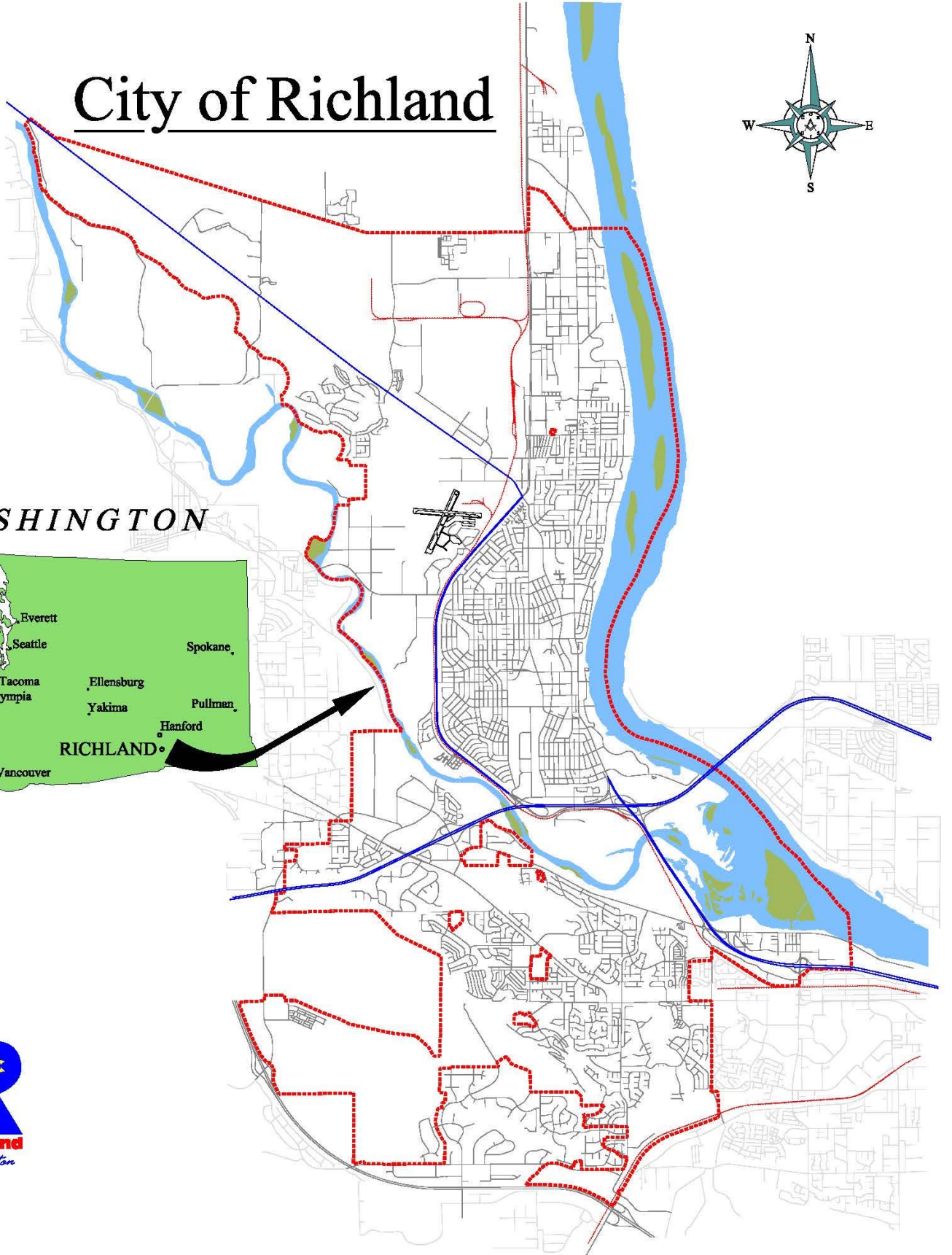
The appendix is located at the end of the document and consists of the outstanding debt, salary matrix information and a glossary of terms.

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 2017. 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 43 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 Healthcare/Benefits Plan, 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.

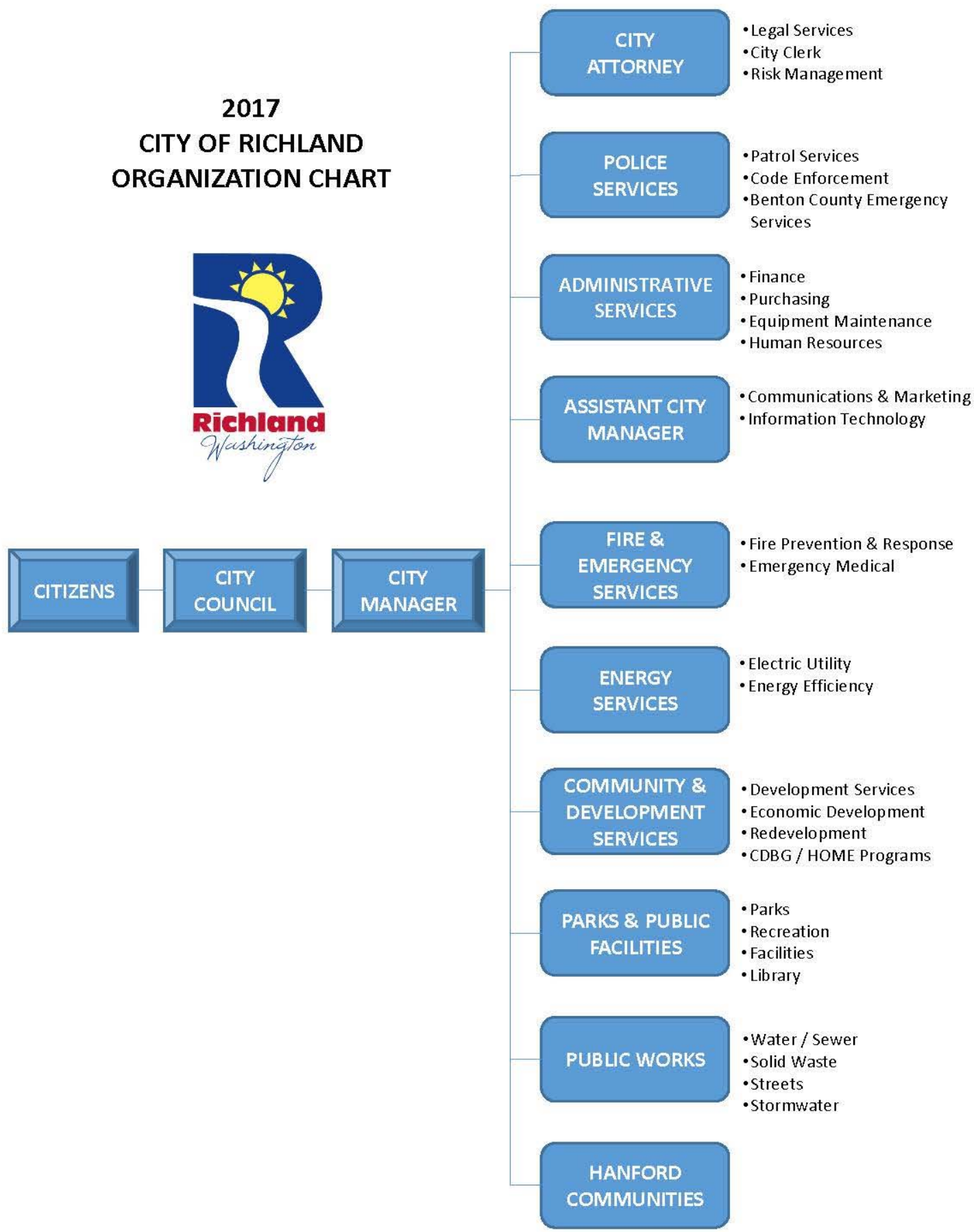
Budget Process:

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:

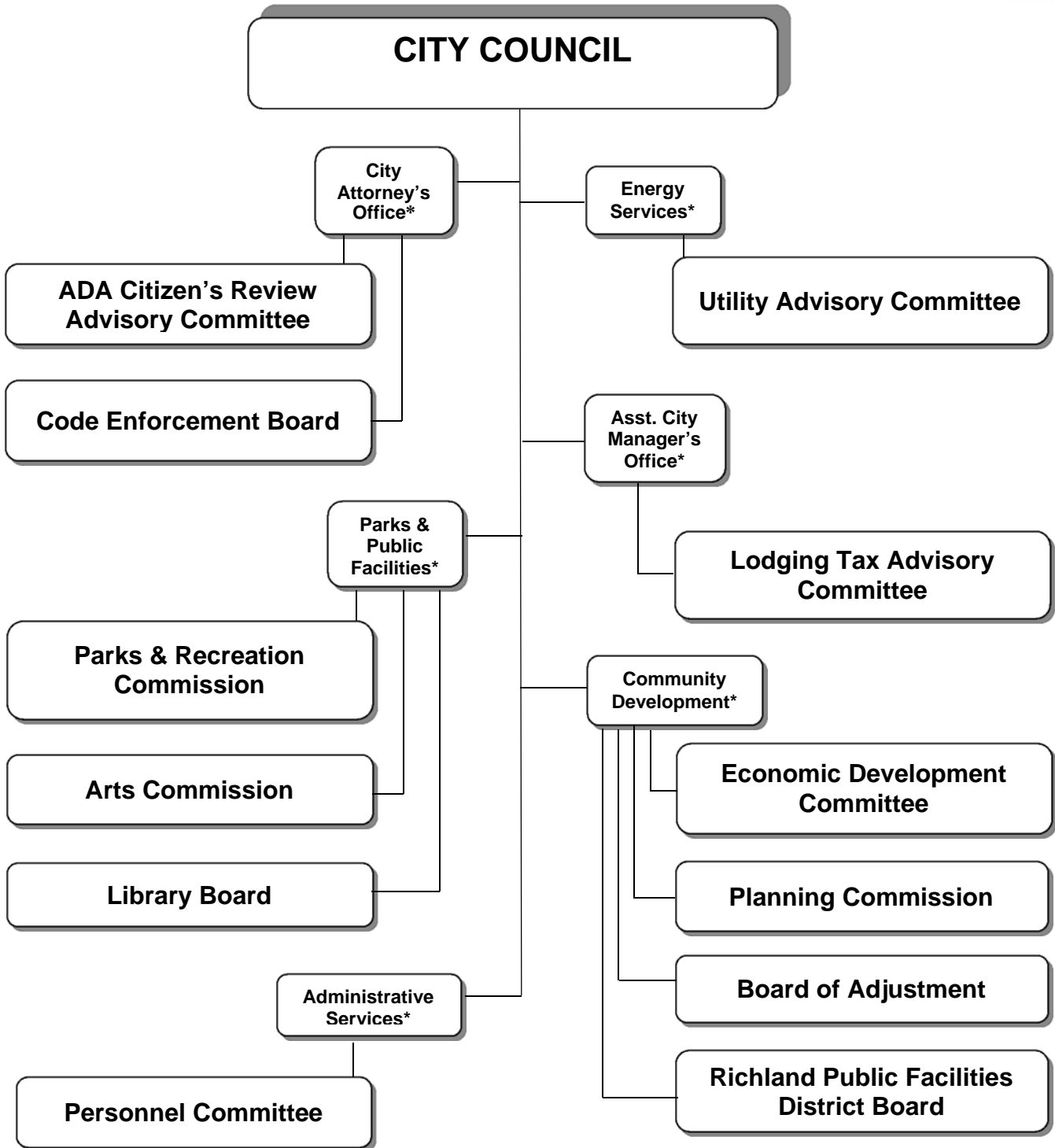
The City Council encourages public participation in the budget process. The City makes budget information available to the public through open meetings, by televising regular Council meetings and budget workshops on CityView, and on the City's website. Bound copies of the proposed budget document are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

2017 CITY OF RICHLAND ORGANIZATION CHART





BOARDS, COMMISSIONS & COMMITTEES 2017 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

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 budget. Establish budget parameters.



AUGUST

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



SEPTEMBER

Review & refine budget.



OCTOBER

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

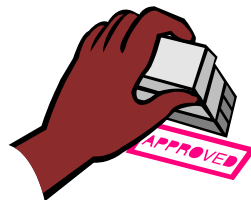


NOVEMBER

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



NOVEMBER

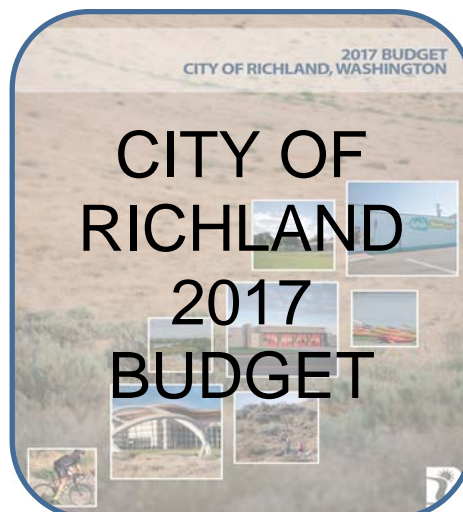


APPROVE BUDGET

ISSUES, PRESSURES AND DEMAND ON THE 2017 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



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.

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. During the month of October, two public hearings are 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 by 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
Budget Calendar**

APRIL

- 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 upcoming year 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

- 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

- Salary & Benefits parameters defined and approved by Administrative Services Director.
- Pre-meeting with City Manager to review assumptions/parameters for budget.
- City-wide budget kickoff – City Manager introduction to budget process.
- Divisions begin data entry of 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 budget.

JULY

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

AUGUST

- 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

- Management refines 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

- 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

- 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 30th. (Ch. 52, Laws of 2005, HB 1048) and (RCW 84.52.070) 1st reading of Budget Ordinance.

DECEMBER

- 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

- 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: “2017 Budget”

October 18, 2016

Re: Budget Transmittal Letter

Honorable Mayor and Councilmembers:

I'm pleased to submit to Council the 2017 Proposed Budget with appropriations of \$258,714,831, an increase of 20.4% over 2016. The preliminary balanced budget was submitted in accordance with RCW 35.33.057 on September 30, 2016.

Richland has an exciting future, with incredible opportunities and significant milestones anticipated in 2017. The City of Richland continues to grow not only in population, but in diversity of business, culture and needs. It is our responsibility to manage this growth strategically and thoughtfully. We have stability, we have sustained economic growth, sound public safety, but most importantly, a united commitment to maintain and successfully accomplish our goals.

With the Strategic Leadership Plan as our foundation, along with results from the citizen survey and Council guidance, we have responded with a balanced budget. We continue to invest in our infrastructure, technology, downtown revitalization and our commitment to Public Safety.

Substantial Investments for Our Future:

City Council and staff worked closely together to develop a Capital Improvement Plan (CIP). The Plan is a tool for identifying and prioritizing capital projects and major capital purchases for budget consideration. Fifty seven projects, totaling more than \$61 million across all funding sources are identified in this year's budget. These projects are recommended based on a number of criteria and are found throughout the City. Projects are outlined under several categories such as Transportation, Parks and Public Facilities and Municipal, to name a few. Eleven of these projects, totaling \$18 million impact the Waterfront District, which continues to be a priority for staff and Council.

Notable Projects Include:

- Duportail Bridge
- Queensgate Drive Improvements
- Swift Corridor and City Hall
- Financial System
- Leslie Road Substation
- Dallas Road Area Substation
- New Animal Control Shelter in partnership with the cities of Kennewick and Pasco
- Pavement Preservation Program
- Wastewater Collection System Upgrade
- Park Safety Improvements
- Shoreline Stabilization and Vegetation Management
- Badger Mountain Dog Park

A Look at the Numbers

Tax Revenues

Sales tax revenues have been on a steady incline since 2012. In June of 2016, Richland saw the highest monthly distribution of sales taxes ever. There are various categories that are tracked and reported to help us understand what is generating sales tax in Richland. The largest categories are retail sales, services, contracting, and wholesale purchases. The retail sales tax category makes up approximately 50% of the overall sales tax collected in Richland. In the last 10 years, the retail sales tax category has seen at least a 5% increase from year-to-year.

In 2015, Benton County residents approved a 0.3% Criminal Justice Sales Tax (CJST) to enhance public safety. For the same reasons as noted in our regular sales tax collections, the CJST is coming in 12% higher than projected in 2016.

Property, sales, and utility occupation taxes make up 72% of the City's General Fund revenue sources. When considering those three taxes alone, property taxes have dropped over the last couple of years from 42% to just under an estimated 38% in 2017 due to the percentages increasing for sales and utility occupation taxes to 30% and 32% respectively. Even with the property tax percentage decreasing, the City's total estimated assessed value has more than doubled in the last 13 years. Most of the increase (3/4 of the increase) has come from new construction, annexations, and changes in State assessed property. It is exciting to see the shift in our funding sources since it means that the cost of providing such services are not just borne by our residents.

In 2009, the City formed a Local Revitalization Financing (LRF) area to fund infrastructure improvements in an industrial zone in Richland. The improvements were made with long-

term debt, which was intended to be funded with the receipt of incremental increases in sales and property tax revenue. The gamble that was taken at the time to develop the area has paid off immensely because the City is now receiving more than enough tax revenue to cover annual debt service payments. In fact, there is enough money to help fund other City provided services.

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, and 2014 was a banner year with permits of more than \$1.9 million. As of September 2016, building permit revenues have already outpaced 2015 collections, at over \$1.76 million. However, we estimate conservatively at just under \$1.7 million in 2017.

Growth and Businesses

Richland continues to grow with an estimated population of 54,000 in 2017. We also continue to attract new business with approximately 1,000 new business licenses each year and over 800 for the first 10 months in 2016. We fully expect this activity to continue.

Workforce Impacts

Public employees are all critical to the operation of the City and they account for the single largest expenditure of City funds. Current staffing level is at 462.25 FTE's, which includes 2.5 FTE's mainly due to department restructuring in 2016. To keep up with the growing demand of service delivery, an additional 2 FTE's are proposed for 2017 for a total of 464.25. In addition, the budget includes \$1.3 million for supplemental labor related to capital projects in Energy Services.

Estimated Revenues

- Assessed valuation is estimated at \$5.9 billion; with a tax levy rate of \$2.63
- No increase is assumed for property taxes other than amounts attributed to new construction and annexations, increases in value of state assessed property, and refunds.
- 1% property tax that Council is authorized to take will be banked
- An electric rate increases is included in the budget at 7%, based on the most recent cost of service analysis
- Council is considering a 7% rate increase for irrigation service
- No increases for other utilities are planned
- Building permit fees are 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

Budget Summary:

All Funds:

Estimated Revenues and appropriated fund balance: \$261,443,259

- 19.7% increase - mostly due to bond revenues

Appropriations: \$258,714,831

- 20.4% increase

The 20.4% increase in budgeted expenditures is primarily due to Capital outlay and continues to reflect a focus on the growing demand of service delivery.

General Fund:

Estimated Revenues and Appropriated Fund Balance: \$55,499,117

Appropriations: \$54,702,808

Connecting Budget to Strategic Leadership Plan

As in previous years, our priorities must fall within one of City Council's Strategic Leadership Plan Keys. These seven Keys guide the City on its path forward to a vibrant and economically stable Richland of 2030.

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

Key 1 - Financial Stability and Operational Effectiveness

Technology continues to evolve at a rapid pace. It is our priority to be diligent and implement technology that keeps our data and systems safe. In 2017, the City of Richland continues to be committed about modernizing core applications and new technologies. This will enable positive change in service delivery and provide new ways to engage citizens and business partners.

In 2016 we successfully launched a new City website. This new platform enables us to share City information and events allowing for better search capabilities and a mobile interface in a timely and effective manner. We recognize the growing trends in utilizing social media to communicate with our citizens and will invest in using these tools to share City priorities, events and initiatives.

Enterprise Resource Planning (ERP)

In 2016, the City went through the process of preparing the organization for replacement of its outdated core financial system, otherwise known as an Enterprise Resource System (ERP). We have identified current business processes, desired processes, software requirements, and a project management plan for a phased roll out of the software and hardware. Beginning in 2017, the City will begin replacement of the core financial system, with the entire project being implemented over the next three years. Replacing the current applications that encompass the City's financial system will allow the City to reduce manual processes allowing staff to focus on more important processes, improve integration between systems, improve reporting, and provide self-service portals.

This will also provide the City the ability to conform to changing regulations and security requirements. This project will work in tandem with the Energy Services Department in their endeavor to prepare the City's utility for Smart Grid capability.

Key 2 - Infrastructure and Facilities

Maintaining City assets and infrastructure is a cornerstone value for Richland and a tenant of traditional City administration. The 2017 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.

Maintaining current infrastructure is a top priority and pavement preservation continues to be a top focus for our citizens. To further our Pavement Preservation Program, significant funding will be required over several years and Council's CIP Subcommittee worked on a long-term funding strategy. The recommended budget includes \$1.2 million for this program.

The 2017 budget represents a turning point and large step forward in the delivery of the Duportail Bridge. We anticipate receiving the \$20 million secured by the Washington State Legislature in the second half of 2017. The 2017 budget and CIP include a strategy to prepare to construct the bridge, beginning in late 2017 and completing it in 2020. Remaining funding for this effort has been identified and a successful path is presented in this budget.

Key 3- Economic Vitality and Key 4 - Targeted Investments

We are constantly looking for ways to be economically competitive to private enterprise in Richland. The strategy is working as we see continued development in all corners of our City.

Several large construction projects will materialize in 2017. These projects include major expansions for Preferred Freezer as well as for Lamb Weston to our north. South Richland will see several new retail businesses in Vintner Square and completion of the new Hilton brand hotel.

On the Waterfront we will see a new boutique hotel at Columbia Point and plans are moving forward for development at 650 George Washington Way.

Elements of the Swift Corridor Master Plan are also included in the Capital Facilities Plan. The Plan includes replacement of City Hall thereby paving the way for economic development at its existing location. Property for the future City Hall has been purchased, a design/build contractor has been secured and planning is underway. The project is anticipated to be completed in fall 2019. Completion of Kadlec's 10-story tower and 4-story parking garage and the progress on Columbia Basin College's Health Science Building #2, continue to implement the Swift Corridor Master Plan.

In the spring of 2017 we will complete the master plan for the 1,341 acres of land acquired from the Department of Energy. In partnership with the Port of Benton, we will work to implement the plan and continue to invest staff resources toward marketing City-owned properties.

Key 5 – Natural Resource Management and Key 6 – Community Amenities

The citizens of Richland are passionate about the resources we provide. In 2017 we will enhance our existing amenities to include La Crosse Fields at Columbia Point Marina Park, improvements to the outdoor volleyball pits at Leslie Groves, widening of the riverfront trail to accommodate all users, investment in the new Animal Control Shelter in Pasco, and expansion of the Dog Park at Badger Mountain Community Park; just to name a few! The desire of our citizens to constantly contribute to the quality of life in Richland is inspiring.

Key 7- Neighborhoods and Community Safety

We are committed to making our community a safe place for all. In 2017 we will be prioritizing safety enhancements in our parks. This includes new trail lighting in Howard Amon Park, funded in part with Criminal Justice Sales Tax revenue.

Additionally our Police and Fire Departments are diligent about maintaining their tools and emergency response equipment. This year the budget includes funds to replace aging equipment and fleet, including a state-of-the art ambulance and fire truck. This also includes upgrading end of service life Mobile Data Computers (MDC's). These computers are mounted in vehicles and necessary for our emergency response units in both Police and Fire. They display mapping and assist when communicating with dispatch and recording incidents.

Vulnerabilities

While the City is diligent in planning for all budget considerations, some vulnerabilities may effect needed funding sources. City Council and staff are highly aware of these issues that may be beyond the City's control and keep them in mind when making budget decisions.

Jail Costs

The City's contract with Benton County for jail services is up for renewal by the end of 2016 and potential assessment increases continue to be of concern. During contract negotiations, we hope to see cost relief passed to the cities or through other cost sharing methods.

Funding continues to be a challenge with the increased costs for medical clearances prior to jail intake. We will look for a better balance with our partners to address these funding and service requirements to help alleviate these challenges.

Public Records Requests

Unreasonable public records requests continue to be a financial strain and time consuming effort for staff. Last year we made an investment in new software to assist in streamlining these requests. Without additional federal or state regulations, this will remain a costly effort.

Transportation Project Impacts

The City continues to work through potential legal obstacles which deter progress on some of our needed transportation corridors. However, these obstacles do not deter the City's commitment to our region's most impactful transportation projects.

Lack of State Funding

The state budget continues to be of concern. More and more cost saving shared revenues provided to cities are under scrutiny for reduction or elimination. Legislators remind cities to use available tools and resources before asking for funding although this is not always palatable to citizens. While costs are on the rise, we will continue to work on this balance.

Conclusion

This is an exciting time to live and work in Richland. However, with this stability comes great responsibility to manage steady and consistent growth.

The recommended budget includes a wide variety of funding sources with many restrictions and dedications that make allocating resources very complex. With an eye towards investing in our future, the Council's CIP Subcommittee worked with staff to provide optimum funding strategies for projects within the CIP.

The budget process is always challenging as we consider difficult trade-offs between many innovative ideas, projects and enhanced service options. I believe the end product achieves a good balance across all the Keys and delivers the quality services that our community deserves and expects.

The budget development process is a continuous effort to identify efficiencies, reduce costs where appropriate, and invest in our future. Richland is proof that amazing things happen when we share the vision and engage.

As always, I want to convey my sincere appreciation to City staff for all of their hard work and dedication, not only each and every day, but particularly during the budget process, and to the City Council for their leadership, commitment and partnership.

Respectfully,

A handwritten signature in blue ink that reads "Cindy Reents". The signature is fluid and cursive, with a large, sweeping initial "C".

Cindy Reents, ICMA CM
City Manager

More detailed information can be found within the Proposed 2017 Budget document available on the City's website, at the Richland Library and City Clerk's office. Or check out our budget video on YouTube.

**This budget message includes original appropriations as presented to Council on October 18, 2016. Any changes to budget appropriations after this date are listed in budget ordinance 60-16 which is located in the subsequent pages.*

FINANCIAL SUMMARY



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 within 24 hours from when 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, Healthcare/Benefits Plan Fund and Unemployment Fund.
- Premium payment schedules shall be updated and rates revised as necessary.

ORDINANCE NO. 60-16

AN ORDINANCE of the City of Richland adopting the 2017 Annual Budget, including the 2017-2030 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 2017, including the 2017-2030 Capital Improvement Plan, and each and every fund thereof as fixed and determined in the Proposed Budget for the year 2017, as revised by the City Council is hereby adopted as the Budget of the City for the year 2017. The total appropriations for each of the funds of the City of Richland are as follows:

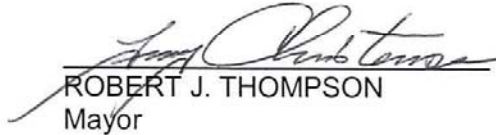
Funds	Total Estimated Revenues	Appropriated Beginning Fund Balances	Est. Revenues & Approp. Fund Balance	Total Appropriations
General Fund	\$ 55,255,047	\$ 244,070	\$ 55,499,117	\$ 54,702,808
Special Revenue Funds:				
City Streets	2,754,260	307,554	3,061,814	3,061,814
Park Reserve	617,868	-	617,868	130,675
Industrial Development	1,817,122	800,000	2,617,122	2,360,984
Criminal Justice	72,103	-	72,103	64,389
PFD Facility Contingency	69,509	-	69,509	-
Criminal Justice Sales Tax	1,545,900	227,579	1,773,479	1,773,479
BCES Operations	4,171,839	-	4,171,839	4,171,839
Hotel/Motel Tax	975,000	275,000	1,250,000	1,250,000
Special Lodging Assmnt	500,500	-	500,500	500,500
Community Dev. Block Grant	342,000	-	342,000	342,000
HOME	768,330	-	768,330	768,330
Debt Service Funds:				
LTGO Bonds	1,113,728	605,090	1,718,818	1,718,818
Fire Station 74	239,082	-	239,082	239,082
Police Station	248,050	-	248,050	248,050
Richland Community Center	309,140	-	309,140	309,140
Library Remodel	1,331,975	-	1,331,975	1,331,975
RAISE Area	659,500	-	659,500	655,148
LID Guaranty	6,000	-	6,000	10
Special Assessment	92,422	-	92,422	61,470
Capital Projects Funds:				
Streets Capital Projects	8,284,430	270,000	8,554,430	8,549,430
Capital Improvement	1,328,000	710,400	2,038,400	1,952,517
Parks Capital Projects	1,558,004	-	1,558,004	1,558,004
General Government Construction	16,646,860	-	16,646,860	16,646,860

Funds	Total Estimated Revenues	Appropriated Beginning Fund Balances	Est. Revenues & Approp. Fund Balance	Total Appropriations
Enterprise Funds:				
Electric	72,271,367	12,586,237	84,857,604	84,857,604
Water	17,022,114	273,304	17,295,418	17,146,553
Wastewater	12,508,028	1,810,885	14,318,913	14,318,913
Solid Waste	8,660,955	-	8,660,955	8,538,630
Stormwater	2,085,165	-	2,085,165	2,005,239
Golf Course	1,984,900	23,356	2,008,256	2,008,256
Medical Services	4,105,874	-	4,105,874	3,928,884
Broadband	337,234	104,415	441,649	441,649
Internal Service Funds:				
Equipment Maintenance	3,911,990	-	3,911,990	3,911,990
Equipment Replacement	2,842,387	1,079,115	3,921,502	3,917,002
Public Works Adm & Eng.	3,947,888	-	3,947,888	3,947,888
Workers Compensation	1,679,067	-	1,679,067	1,232,285
Employee Benefits	10,420,860	1,095,585	11,516,445	11,516,445
Unemployment	92,094	71,646	163,740	163,740
Post Employment Benefit	1,056,330	549,470	1,605,800	1,605,800
Trust Funds:				
Fire Pension	448,160	-	448,160	448,160
Police Pension	500,310	-	500,310	500,310
Totals	\$ 244,581,392	\$ 21,033,706	\$265,615,098	\$ 262,886,670

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 15th day of November, 2016.


ROBERT J. THOMPSON
Mayor

ATTEST:

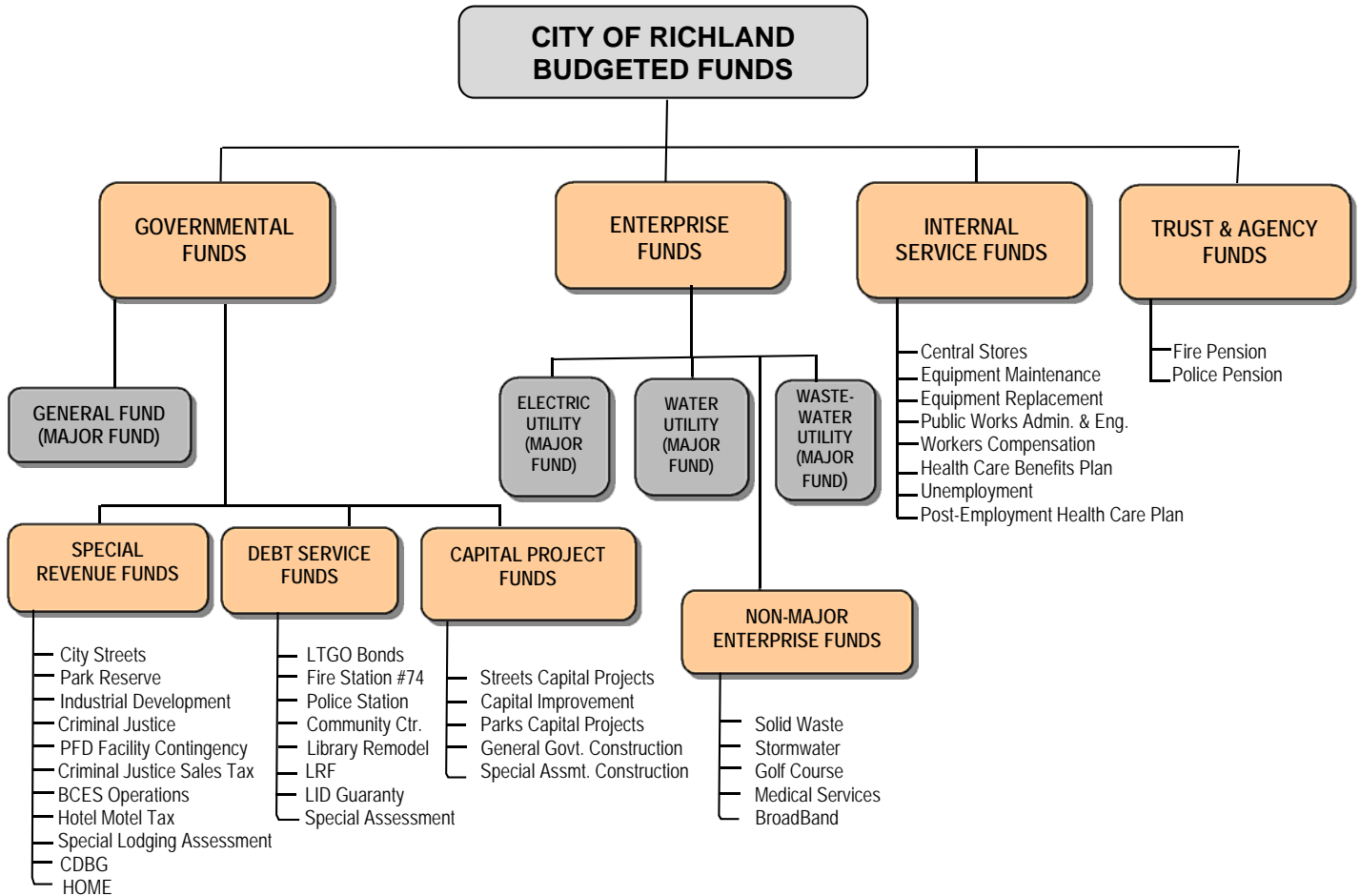

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:


HEATHER KINTZLEY
City Attorney

Date Published: November 20, 2016

CITY OF RICHLAND 2017 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:

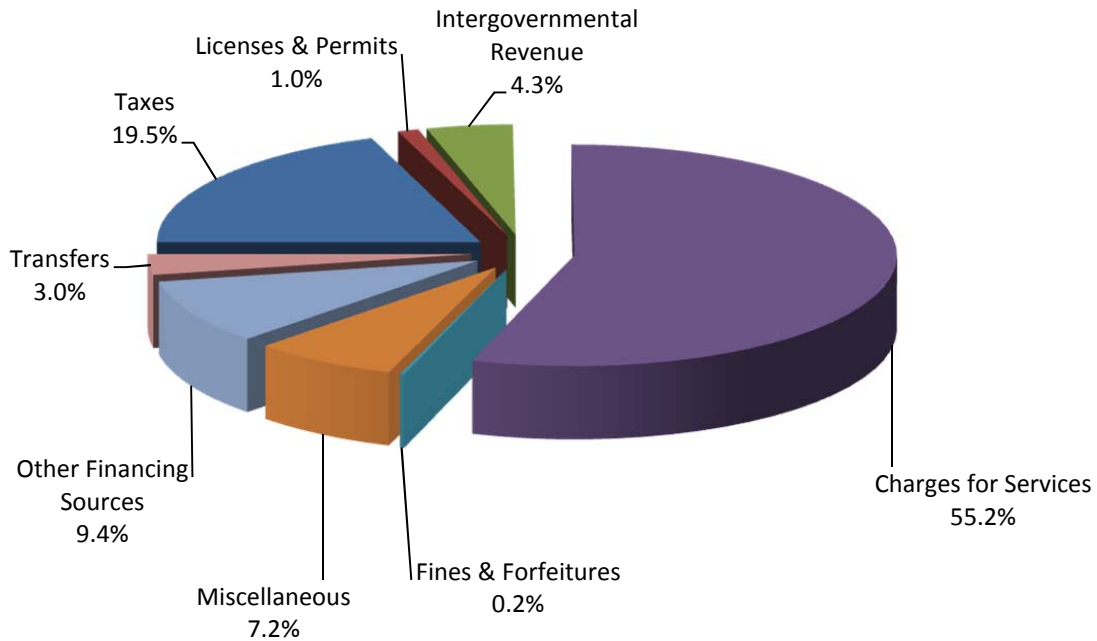
Wastewater Utility fund is used to account for the provision of wastewater treatment to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including administration, maintenance, operations and debt service.

CITY OF RICHLAND
2017 BUDGET SUMMARY - ALL FUNDS

FUND	BEGINNING			ENDING FUND BALANCE
	FUND BALANCE	REVENUES	EXPENDITURES	
General & Special Revenue Funds				
General	\$ 244,070.00	\$ 55,255,047	\$ 54,702,808	\$ 796,309
City Streets	307,554	2,754,260	3,061,814	-
Park Reserve	-	617,868	130,675	487,193
Industrial Development	800,000	1,817,122	2,360,984	256,138
Criminal Justice	-	72,103	64,389	7,714
PFD Facility Contingency	-	69,509	-	69,509
Criminal Justice Sales Tax	227,579	1,545,900	1,773,479	-
BCES Operations	-	4,171,839	4,171,839	-
Hotel/Motel Tax	275,000	975,000	1,250,000	-
Special Lodging Assmnt	-	500,500	500,500	-
Community Dev. Block Grant	-	342,000	342,000	-
HOME	-	768,330	768,330	-
Debt Service Funds				
LTGO Bonds	605,090	1,113,728	1,718,818	-
Fire Station 74	-	239,082	239,082	-
Police Station	-	248,050	248,050	-
Richland Community Center	-	309,140	309,140	-
Library Remodel	-	1,331,975	1,331,975	-
LRF (Local Revitalization Financing)	-	659,500	655,148	4,352
LID Guaranty	-	6,000	10	5,990
Special Assessment	-	92,422	61,470	30,952
Capital Projects Funds				
Streets Capital Projects	270,000	8,284,430	8,549,430	5,000
Capital Improvement	710,400	1,328,000	1,952,517	85,883
Parks Capital Projects	-	1,558,004	1,558,004	-
General Government Construction	-	16,646,860	16,646,860	-
Special Assessment Construction	-	-	-	-
Enterprise Funds				
Electric	12,586,237	72,271,367	84,857,604	-
Water	273,304	17,022,114	17,146,553	148,865
Wastewater	1,810,885	12,508,028	14,318,913	-
Solid Waste	-	8,660,955	8,538,630	122,325
Stormwater	-	2,085,165	2,005,239	79,926
Golf Course	23,356	1,984,900	2,008,256	-
Medical Services	-	4,105,874	3,928,884	176,990
Broadband Utility	104,415	337,234	441,649	-
Internal Service Funds				
Central Stores	-	-	-	-
Equipment Maintenance	-	3,911,990	3,911,990	-
Equipment Replacement	1,079,115	2,842,387	3,917,002	4,500
Public Works Adm & Eng.	-	3,947,888	3,947,888	-
Workers Compensation	-	1,679,067	1,232,285	446,782
Health Care/Benefits Plan	1,095,585	10,420,860	11,516,445	-
Unemployment	71,646	92,094	163,740	-
Post Employment Healthcare Plan	549,470	1,056,330	1,605,800	-
Trust & Agency Funds				
Fire Pension	-	448,160	448,160	-
Police Pension	-	500,310	500,310	-
TOTAL	\$ 21,033,706	\$ 244,581,392	\$ 262,886,670	\$ 2,728,428

City of Richland

2017 Estimated Revenues - All Funds By Major Source



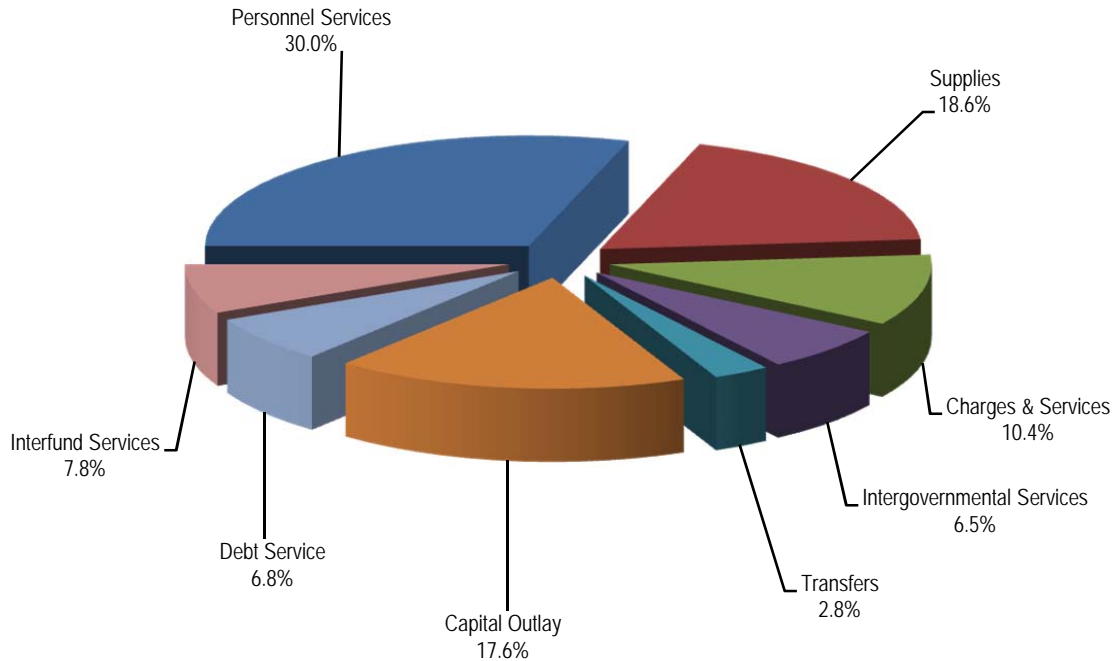
REVENUES BY SOURCE	TOTAL BY SOURCE	PERCENTAGE
Taxes	\$ 47,730,001	19.5%
Licenses & Permits	2,551,425	1.0%
Intergovernmental Revenue	10,513,650	4.3%
Charges for Services	135,104,634	55.2%
Fines & Forfeitures	568,650	0.2%
Miscellaneous	17,659,231	7.2%
Other Financing Sources	23,084,709	9.4%
Transfers	7,369,092	3.0%
Total Revenues	<u>244,581,392</u>	<u>100.0%</u>
Beginning Fund Balance	21,033,706	
Total	<u><u>\$ 265,615,098</u></u>	

CITY OF RICHLAND 2017 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	\$ 39,818,011	\$ 2,524,900	\$ 1,483,671	\$ 9,551,200	\$ 568,650	\$ 425,908	\$ 48,000	\$ 834,707	\$ 244,070	\$ 55,499,117
City Streets	683,600	-	1,218,300	574,789	-	56,020	-	221,551	307,554	3,061,814
Park Reserve	-	-	-	425,349	-	192,519	-	-	-	617,868
Industrial Development	-	-	-	-	-	1,129,338	654,030	33,754	800,000	2,617,122
Criminal Justice	-	-	72,103	-	-	-	-	-	-	72,103
PFD Facility Contingency	-	-	69,509	-	-	-	-	-	-	69,509
Criminal Justice Sales Tax	1,540,500	-	-	-	-	5,400	-	-	227,579	1,773,479
BCES Operations	-	-	-	4,171,839	-	-	-	-	-	4,171,839
Hotel/Motel Tax	970,000	-	-	-	-	5,000	-	-	275,000	1,250,000
Special Lodging Assmnt	500,000	-	-	-	-	500	-	-	-	500,500
Community Dev. Block Grant	-	-	242,000	100,000	-	-	-	-	-	342,000
HOME	-	-	468,330	300,000	-	-	-	-	-	768,330
Debt Service Funds										
LTGO Bonds	-	-	-	-	-	15,000	-	1,098,728	605,090	1,718,818
Fire Station 74	-	-	-	-	-	500	-	238,582	-	239,082
Police Station	247,650	-	-	-	-	400	-	-	-	248,050
Richland Community Center	308,740	-	-	-	-	400	-	-	-	309,140
Library Remodel	1,329,475	-	-	-	-	2,500	-	-	-	1,331,975
LRF (Local Revitalization Financing)	658,000	-	-	-	-	1,500	-	-	-	659,500
LID Guaranty	-	-	-	-	-	6,000	-	-	-	6,000
Special Assessment	-	-	-	-	-	92,422	-	-	-	92,422
Capital Projects Funds										
Streets Capital Projects	-	-	4,813,626	430,000	-	247,050	1,150,000	1,643,754	270,000	8,554,430
Capital Improvement	1,320,000	-	-	-	-	8,000	-	-	710,400	2,038,400
Parks Capital Projects	-	-	490,400	-	-	-	-	1,067,604	-	1,558,004
General Government Construction	-	-	-	-	-	-	16,200,000	446,860	-	16,646,860
Special Assessment Construction	-	-	-	-	-	-	-	-	-	-
Enterprise Funds										
Electric	-	-	188,368	70,698,722	-	584,277	-	800,000	12,586,237	84,857,604
Water	-	-	750,000	14,788,263	-	235,500	1,248,351	-	273,304	17,295,418
Wastewater	-	-	-	9,455,200	-	128,500	2,924,328	-	1,810,885	14,318,913
Solid Waste	-	-	-	8,514,100	-	146,855	-	-	-	8,660,955
Stormwater	-	-	165,500	1,853,800	-	65,865	-	-	-	2,085,165
Golf Course	-	-	-	1,191,625	-	627,275	-	166,000	23,356	2,008,256
Medical Services	-	25	1,208	3,464,784	-	89,857	-	550,000	-	4,105,874
Broadband Utility	-	-	-	-	-	227,234	-	110,000	104,415	441,649
Internal Service Funds										
Central Stores	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	-	-	-	3,908,740	-	3,250	-	-	-	3,911,990
Equipment Replacement	-	-	-	1,762,835	-	62,000	860,000	157,552	1,079,115	3,921,502
Public Works Adm & Eng.	-	26,500	-	3,913,388	-	8,000	-	-	-	3,947,888
Workers Compensation	-	-	-	-	-	1,679,067	-	-	-	1,679,067
Health Care/Benefits Plan	-	-	-	-	-	10,420,860	-	-	1,095,585	11,516,445
Unemployment	-	-	-	-	-	92,094	-	-	71,646	163,740
Post Employment Healthcare Plan	-	-	-	-	-	1,056,330	-	-	549,470	1,605,800
Trust & Agency Funds										
Fire Pension	354,025	-	63,135	-	-	31,000	-	-	-	448,160
Police Pension	-	-	487,500	-	-	12,810	-	-	-	500,310
Total Estimated Revenues By Major Source	\$ 47,730,001	\$ 2,551,425	\$ 10,513,650	\$ 135,104,634	\$ 568,650	\$ 17,659,231	\$ 23,084,709	\$ 7,369,092	\$ 21,033,706	\$ 265,615,098

City of Richland

2017 Estimated Expenditures - All Funds By Major Object



EXPENDITURES BY OBJECT	TOTAL BY OBJECT	PERCENTAGE
Personnel Services	\$ 78,840,533	30.0%
Supplies	48,855,806	18.6%
Charges & Services	27,417,445	10.4%
Intergovernmental Services	17,216,995	6.5%
Transfers	7,369,092	2.8%
Capital Outlay	46,371,021	17.6%
Debt Service	17,828,001	6.8%
Interfund Services	18,987,777	7.2%
Total Expenditures	262,886,670	100.0%
Other Expense / Reserves	2,728,428	
Total	<u>\$ 265,615,098</u>	

CITY OF RICHLAND 2017 BUDGET
Summary of Estimated Expenditures - All Funds
By Major Object

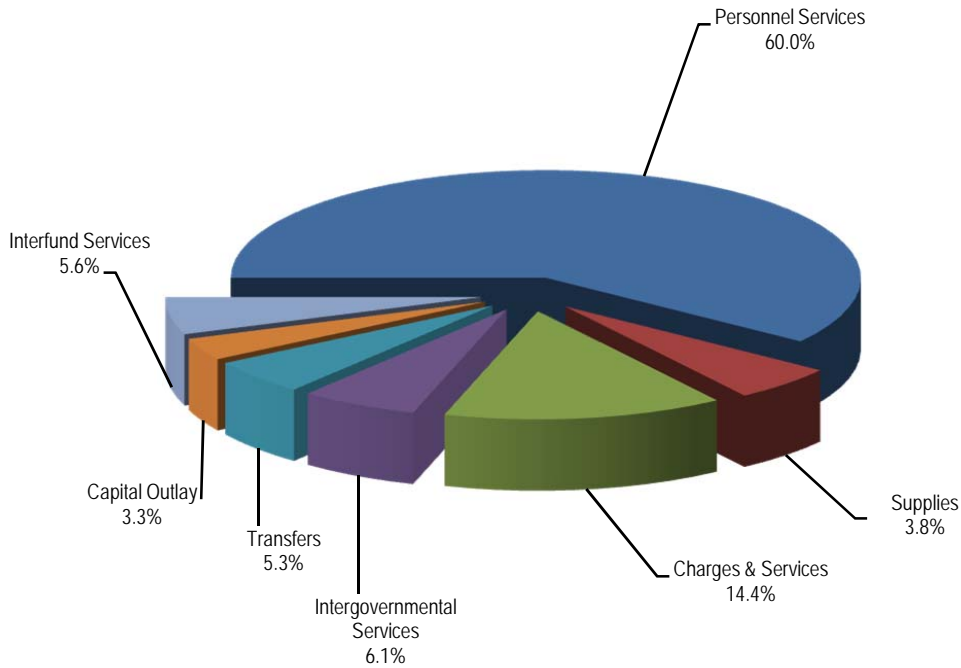
	Personnel Services	Supplies	Other Services & Charges	Intergovernmental Services	Transfers	Capital Outlay	Debt Service	Interfund Services	Other Expense Reserves	Total Expenditures
General & Special Revenue Funds										
General	\$ 32,844,304	\$ 2,932,047	\$ 7,863,982	\$ 3,311,306	\$ 2,872,417	\$ 1,819,655	\$ -	\$ 3,059,097	\$ 796,309	\$ 55,499,117
City Streets	1,151,645	271,847	96,043	22,163	-	-	-	1,520,116	-	3,061,814
Park Reserve	-	-	20,700	-	109,975	-	-	-	487,193	617,868
Industrial Development	278,264	1,500	360,592	5,900	1,327,710	41,335	96,256	249,427	256,138	2,617,122
Criminal Justice	-	-	-	-	64,389	-	-	-	7,714	72,103
PFD Facility Contingency	-	-	-	-	-	-	-	-	69,509	69,509
Criminal Justice Sales Tax	1,016,977	57,077	55,972	68,235	283,358	129,463	-	162,397	-	1,773,479
BCES Operations	4,171,839	-	-	-	-	-	-	-	-	4,171,839
Hotel/Motel Tax	-	-	748,300	125,000	376,700	-	-	-	-	1,250,000
Special Lodging Assmnt	-	-	500,500	-	-	-	-	-	-	500,500
Community Dev. Block Grant	57,287	200	97,909	-	186,604	-	-	-	-	342,000
Home	57,287	-	711,043	-	-	-	-	-	-	768,330
Debt Service Funds										
LTGO Bonds	-	-	-	-	-	-	1,718,818	-	-	1,718,818
Fire Station 74	-	-	-	-	-	-	239,082	-	-	239,082
Police Station	-	-	-	-	-	-	248,050	-	-	248,050
Richland Community Center	-	-	-	-	-	-	309,140	-	-	309,140
Library Remodel	-	-	-	-	-	-	1,331,975	-	-	1,331,975
LRF (Local Revitalization Financing)	-	-	-	-	-	-	655,148	-	4,352	659,500
LID Guaranty	-	-	-	10	-	-	-	-	5,990	6,000
Special Assessment	-	-	-	-	-	-	61,470	-	30,952	92,422
Capital Projects Funds										
Streets Capital Projects	-	-	-	-	-	8,549,430	-	-	5,000	8,554,430
Capital Improvement	-	-	-	-	1,952,517	-	-	-	85,883	2,038,400
Parks Capital Projects	-	-	40,000	-	-	1,518,004	-	-	-	1,558,004
General Government Constr.	-	-	446,860	-	-	16,200,000	-	-	-	16,646,860
Special Assessment Constr.	-	-	-	-	-	-	-	-	-	-
Enterprise Funds										
Electric	8,934,405	41,565,398	10,156,730	8,305,341	30,000	6,329,000	5,980,080	3,556,650	-	84,857,604
Water	2,714,358	693,484	1,589,217	2,563,450	30,152	2,876,560	3,964,425	2,714,907	148,865	17,295,418
Wastewater	2,630,595	419,915	1,306,328	1,261,000	110,093	4,462,537	2,277,555	1,850,890	-	14,318,913
Solid Waste	2,907,335	416,193	989,107	1,214,203	-	44,600	135,375	2,831,817	122,325	8,660,955
Stormwater	231,157	19,977	259,845	193,150	-	185,000	266,269	849,841	79,926	2,085,165
Golf Course	-	-	1,459,098	11,000	-	266,000	272,158	-	-	2,008,256
Medical Services	2,826,466	108,335	120,596	118,237	-	-	-	755,250	176,990	4,105,874
Broadband Utility	-	-	23,737	18,000	25,177	200,000	172,235	2,500	-	441,649
Internal Service Funds										
Central Stores	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	1,008,261	2,336,100	106,991	-	-	25,000	-	435,638	-	3,911,990
Equipment Replacement	-	-	24,600	-	-	3,724,437	99,965	68,000	4,500	3,921,502
Public Works Adm & Eng.	3,197,163	32,833	149,465	-	-	-	-	568,427	-	3,947,888
Workers Compensation	1,010,000	-	137,000	-	-	-	-	85,285	446,782	1,679,067
Health Care Benefits Plan	11,177,420	-	96,630	-	-	-	-	242,395	-	11,516,445
Unemployment	160,000	-	-	-	-	-	-	3,740	-	163,740
Post Employment Healthcare Plan	1,553,400	-	21,000	-	-	-	-	31,400	-	1,605,800
Trust & Agency Funds										
Fire Pension	424,435	450	23,275	-	-	-	-	-	-	448,160
Police Pension	487,935	450	11,925	-	-	-	-	-	-	500,310
Total Estimated Expenditures By Major Object	\$ 78,840,533	\$ 48,855,806	\$ 27,417,445	\$ 17,216,995	\$ 7,369,092	\$ 46,371,021	\$ 17,828,001	\$ 18,987,777	\$ 2,728,428	\$ 265,615,098

City of Richland 2017 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	\$ 117,296	\$ 4,108	\$ 66,367	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 187,771
City Administration:									
City Manager	333,824	2,300	138,529	-	-	-	-	-	474,653
City Clerk	239,318	650	14,951	91,000	-	-	-	-	345,919
City Attorney	423,331	1,755	451,718	786,763	-	-	1,500	-	1,665,067
Assistant City Manager	261,758	4,000	19,505	-	-	-	-	-	285,263
Communications & Marketing	368,789	29,000	83,977	-	-	-	-	-	481,766
Cable Communications	182,421	16,155	23,177	-	-	-	8,720	-	230,473
Hanford Communities	173,434	1,950	51,350	-	-	-	-	-	226,734
Information Technology	2,380,027	1,619,475	1,852,556	-	-	75,000	13,315	-	5,940,373
Total Administration									9,650,248
Administrative Services:									
Administrative Services Admn.	323,937	1,700	26,853	-	-	-	-	-	352,490
Finance	2,146,172	40,400	692,800	-	-	-	5,911	-	2,885,283
Purchasing & Warehouse	809,711	5,059	41,766	-	-	-	46,118	-	902,654
Human Resources	728,297	14,400	148,668	-	-	-	-	-	891,365
Total Administrative Services									5,031,792
Community & Development Services:									
Community & Dev. Services Admn.	292,625	2,300	20,739	-	-	-	-	-	315,664
Development Services	1,285,711	5,500	165,805	71,766	-	-	43,197	-	1,571,979
Redevelopment	248,928	-	46,650	-	-	-	-	-	295,578
Parks & Recreation - Admin	225,258	600	115,745	-	-	-	-	-	341,603
Recreation	1,092,830	60,625	154,495	450	-	-	2,390	-	1,310,790
Parks & Facilities	2,596,981	408,050	2,025,722	108,250	-	-	669,812	-	5,808,815
Parks & Rec Project Admin	340,527	5,800	4,225	-	-	-	5,705	-	356,257
Library	1,529,146	361,917	127,045	1,220	-	115,000	-	-	2,134,328
Total Community & Development Services									12,135,014
Fire & Emergency Services:									
Fire & Emergency Svcs	6,521,908	113,898	512,736	85,648	-	501,090	435,058	-	8,170,338
Police Services:									
Police Services	10,222,075	232,405	566,353	1,663,194	-	28,565	685,187	-	13,397,779
Other Operations:									
Non-Departmental	-	-	512,250	503,015	2,872,417	1,100,000	1,142,184	796,309	6,926,175
Total Estimated	\$ 32,844,304	\$ 2,932,047	\$ 7,863,982	\$ 3,311,306	\$ 2,872,417	\$ 1,819,655	\$ 3,059,097	\$ 796,309	\$55,499,117

City of Richland

2017 Estimated Expenditures - General Fund By Major Object



EXPENDITURES BY OBJECT	TOTAL BY OBJECT	PERCENTAGE
Personnel Services	\$ 32,844,304	60.0%
Supplies	2,932,047	5.4%
Charges & Services	7,863,982	14.4%
Intergovernmental Services	3,311,306	6.1%
Transfers	2,872,417	5.3%
Capital Outlay	1,819,655	3.3%
Interfund Services	3,059,097	5.6%
Total Expenditures	54,702,808	100.0%
Other Expense / Reserves	796,309	
Total	\$ 55,499,117	

City of Richland Major Tax Sources

Tax Sources	Tax Base	Tax Rate	FY 2017 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	2.6581	15,799,766	
		Special	0.3269	1,895,475	
		Total	2.9850	17,695,241	
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%	10,588,622	
		COR -Criminal Justice	0.10%	1,011,352	
		COR -2015-Criminal Justice	0.30%	1,540,500	
		Transit	0.60%		
Total	8.60%	13,140,474			
Utility Tax	Gross operating revenue of public & privately owned public utilities Revenues distributed to General and Street Funds.	Water	12.26%	1,836,000	Paid to City by utility service provider, which includes City utilities.
		Wastewater	10.50%	1,006,000	
		Solidwaste	10.50%	901,000	
		Electric	8.50%	5,666,600	
		Stormwater	8.50%	163,200	
		Ambulance	1.00%	35,000	
		Telephone	8.50%	1,907,000	
		Natural Gas	8.50%	614,000	
		Brokered Natural Gas	8.50%	188,000	
		Cable	7.50%	701,800	
Total		13,018,600			
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%	300,000	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%	228,000	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%	660,000	Paid by sellers when affidavit is recorded
		City - REET 2	0.25%	660,000	
Hotel Motel Tax	Charges for furnishing lodging at hotels, motels, and similar establishments	City - First	2.00%	485,000	Paid to retailers who forward tax to Dept. of revenue. State distributes to local governments.
		City - Second	2.00%	485,000	

*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 2017 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.

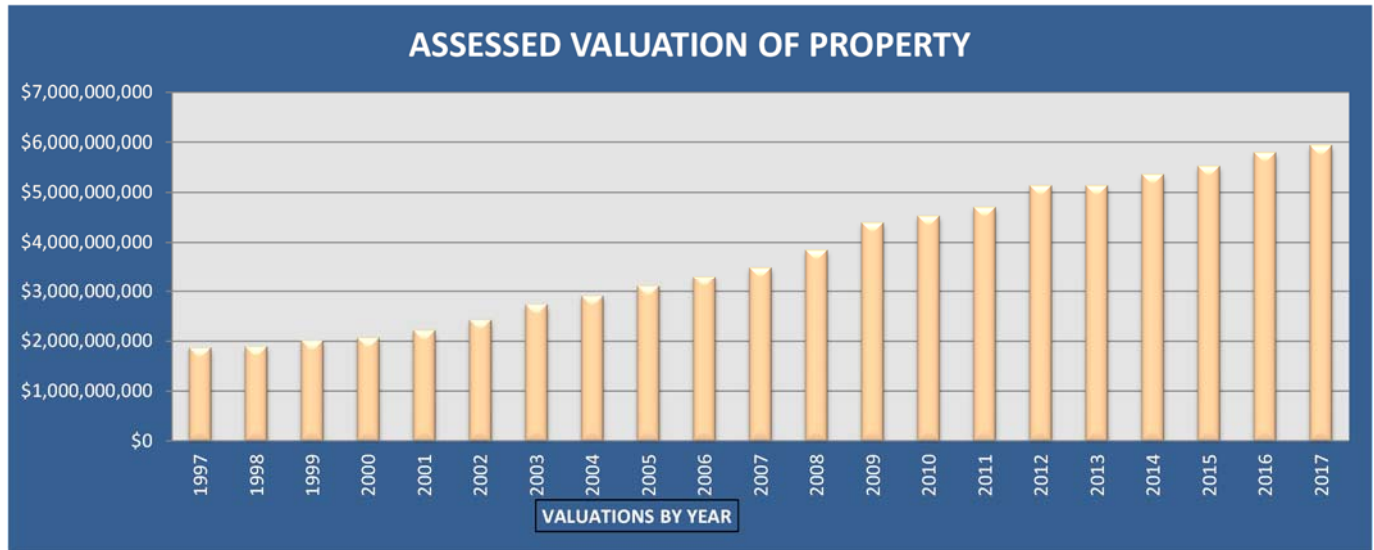
Council elected not to levy the allowable one percent increase in property tax for 2017. The ad valorem property tax levy was adopted at the 2016 level plus the amount resulting from new construction, annexation, administrative refunds and increases in the value of State assessed property.

Based on the total assessed valuation of \$5,945,774,224, in 2017 the City will have a General Fund, RAISE, and Fire Pension Levy of \$2.6581 per \$1.000 of assessed valuation. The regular levy for 2017 is \$15,799,766. The City conservatively expects to receive about 98 percent of the levy amount in the first year which would result in approximately \$15,483,771 in 2017 revenue for all funds. The budget is prepared using estimated levy amounts because actual amounts are not available until mid-January. For 2017 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	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance	
					2017 Budget VS 2016 Estimated Amount	Percent
General Fund	13,791,635	13,922,725	13,922,725	14,920,037	997,312	7.2%
General Fund Prior Year	187,301	185,000	185,000	185,000	-	0.0%
LRF Debt Service Fund	172,053	290,000	290,000	231,500	(58,500)	-20.2%
Fire Pension Fund	324,600	355,500	355,500	354,025	(1,475)	-0.4%
Total	14,475,589	14,753,225	14,753,225	15,690,562	937,337	6.4%

The following graph provides historical valuations of city property from 1997 to 2017.



The following table presents the history of property tax collections for the General Levy from 1996 through 2016.

ACTUAL PROPERTY TAX COLLECTIONS					
YEAR	GENERAL FUND	FIRE PENSION FUND	RAISE DEBT SERVICE FUND	TOTAL	ASSESSED VALUATION OF PROPERTY
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	13,791,635	324,600	172,053	14,288,288	5,534,363,683
2016*	14,310,220	355,500	290,000	14,955,720	5,810,586,971

*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 2017, the special levy property taxes are expected to total \$1,895,475.

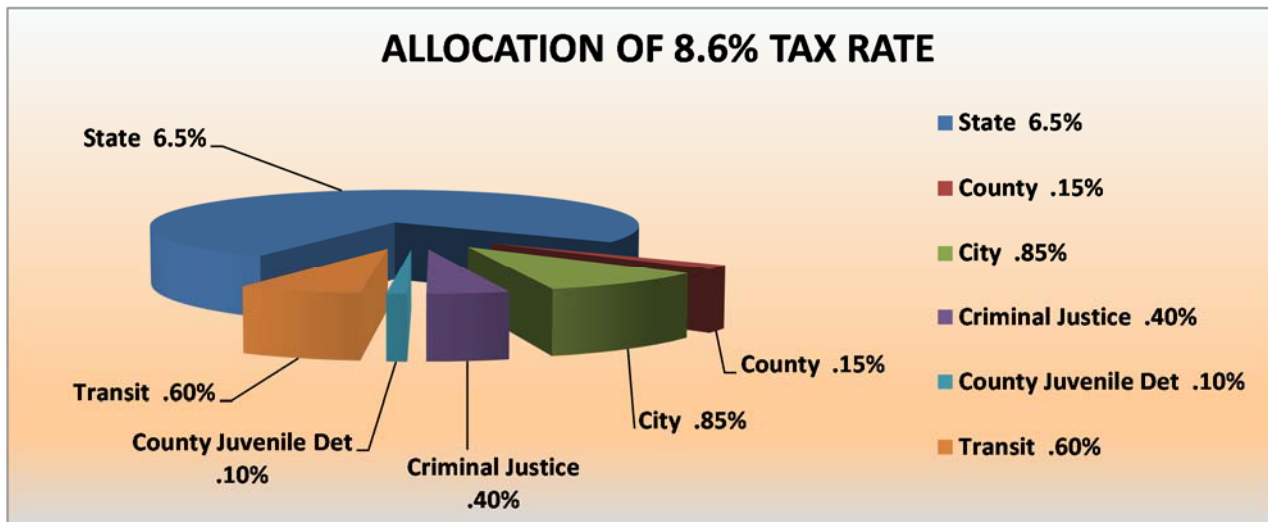
The following table shows historical comparison of the City’s regular and special property tax levy rates through 2017.

Property Tax Levy Rates

PROPERTY TAX	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
General Levy	\$ 2.6581	\$ 2.6264	\$ 2.6154	\$ 2.6271	\$ 2.6115	\$ 2.6110	\$ 2.6770	\$ 2.7079	\$ 2.7141	\$ 2.9296	\$ 3.0829	\$ 3.0686	\$ 3.0677
Special Levy:													
Police Station	0.0429	0.0424	0.0488	0.0490	0.0526	0.0547	0.0578	0.0601	0.0585	0.0728	0.0793	0.0847	0.0822
Richland Community Ctr.	0.0535	0.0534	0.0614	0.0610	0.0636	0.0653	0.0704	0.0723	0.0718	0.0854	0.0936	0.0987	0.0879
Richland Library	0.2305	0.2247	0.2514	0.2469	0.2420	0.2344	0.2067	0.2599	0.2533	0.2322			
Total Special Levy	0.3269	0.3205	0.3616	0.3569	0.3582	0.3544	0.3349	0.3923	0.3836	0.3904	0.1729	0.1834	0.1701
Total Levy	\$ 2.9850	\$ 2.9469	\$ 2.9770	\$ 2.9840	\$ 2.9697	\$ 2.9654	\$ 3.0119	\$ 3.1399	\$ 3.1392	\$ 3.3675	\$ 3.3072	\$ 3.3071	\$ 3.2941

SALES & USE TAXES

Sales tax is the General Fund’s second largest single source of revenue. In November of 2014, voters approved a criminal justice sales tax of 3/10 of one percent which increased the retail sales tax rate charged in Richland to 8.6 percent. 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.

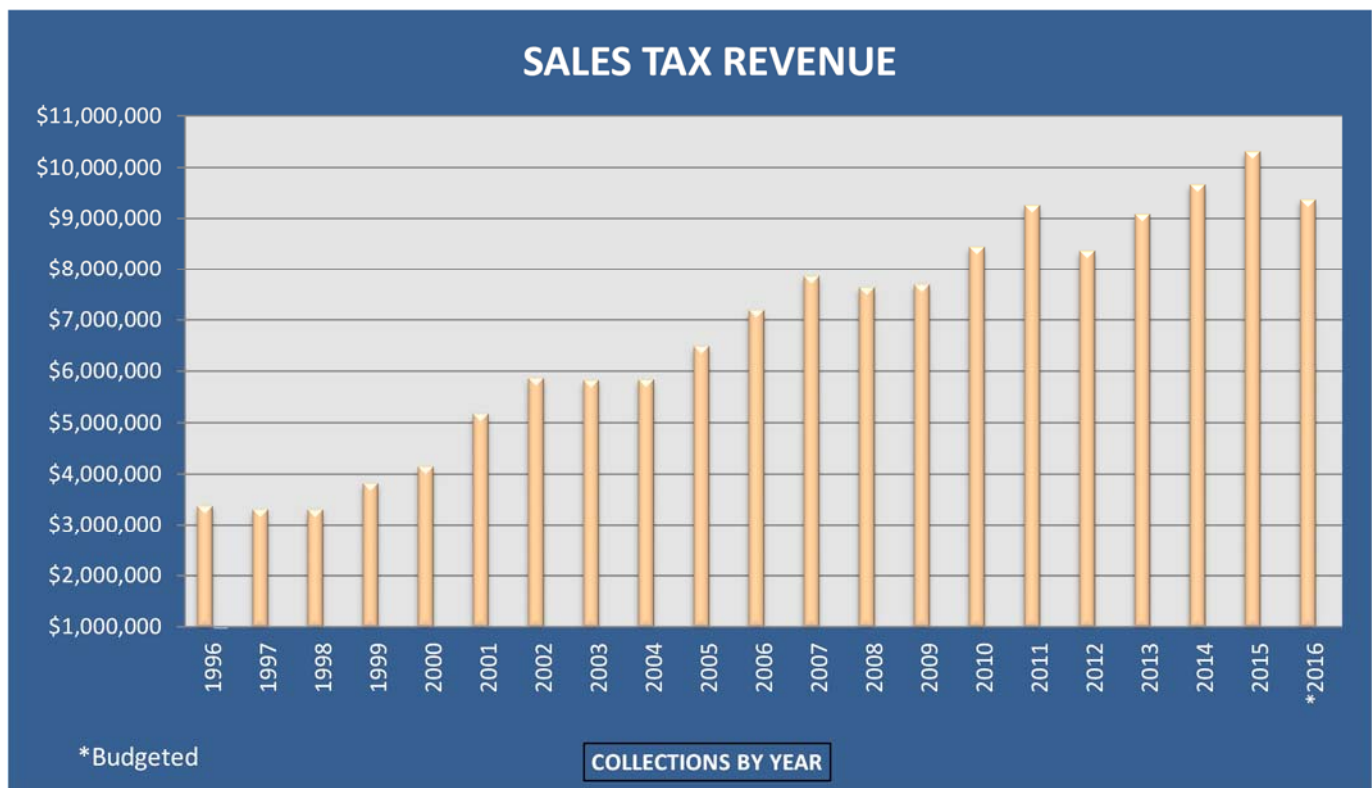


Sales tax collections have been robust for 2016 and are expected to outpace prior year collections by up to 8.6%. Although a significant portion of the growth can be attributed to sales tax related to new construction, the City is also realizing steady growth in the retail category, which currently represents 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.

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 Local Revitalization Financing (LRF) debt service fund. Construction in the area significantly increased property tax and beginning in 2016 the RAISE area no longer needed City sales tax to fund the City match.

Sales & Use Tax	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
General Fund	10,280,216	9,380,437	9,380,437	10,588,622	1,208,185	12.9%
LRF Debt Service Fund	46,056	-	-	-	-	0.0%
Total	10,326,272	9,380,437	9,380,437	10,588,622	1,208,185	12.9%

The following graph illustrates the history of sales tax revenue collected from 1996 to 2016.



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
Water	12.26%	2012
Wastewater	10.50%	1996
Solid Waste	10.50%	1996
Electric	8.50%	1996
Storm Water	8.50%	1998
Gas	8.50%	1996
Brokered Natural Gas	8.50%	2009
Telephone	8.50%	1996
Cable TV	7.50%	1996
Ambulance	1.00%	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.

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. 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	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Electric	3,933,360	4,948,740	4,948,740	5,349,000	400,260	8.1%
Water	1,685,427	1,705,086	1,705,086	1,765,000	59,914	3.5%
Wastewater	928,419	938,558	938,558	960,000	21,442	2.3%
Solid Waste	865,897	832,571	832,571	860,000	27,429	3.3%
Storm Water	151,913	149,636	149,636	154,000	4,364	2.9%
Ambulance	34,099	33,900	33,900	35,000	1,100	0.0%
Gas	611,439	630,792	630,792	580,000	(50,792)	-8.1%
Brokered Natural Gas	229,680	322,687	322,687	175,000	(147,687)	-45.8%
Cable TV	658,537	651,456	651,456	657,000	5,544	0.9%
Telephone	1,862,780	1,971,976	1,971,976	1,800,000	(171,976)	-8.7%
Total	10,961,551	12,185,402	12,185,402	12,335,000	149,598	1.2%

OTHER TAXES

The remaining taxes are comprised of leasehold, gambling, admissions 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.

Other General Fund Taxes	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Leasehold	277,965	274,314	274,314	300,000	25,686	9.4%
Gambling	252,520	250,000	250,000	250,000	-	0.0%
Admission	25,843	75,000	75,000	228,000	153,000	204.0%
Diverted Road Tax	1,443	-	-	-	-	0.0%
Total	557,771	599,314	599,314	778,000	178,686	29.8%

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 2015 and 2016 building permit revenue exceeded projections by 9.9% and 25.6% respectively. 2017 revenue is conservatively estimated to remain level.

The cable television franchise agreement provides revenue through a 5 percent franchise fee. A new agreement was established in 2016 which also provides a Public, Education and Government access contribution of \$.35 per subscriber per month. This revenue is to be used for purchasing and maintaining the equipment necessary to broadcast CityView.

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. 2016 revenue exceeded estimates by 6%. 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	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Building Permits	1,319,854	1,200,000	1,200,000	1,246,000	-	0.0%
Business Licenses	647,155	580,000	580,000	580,000	-	0.0%
Gun Permits	14,834	20,000	20,000	20,000	-	0.0%
Other Permits	72,993	65,275	65,275	66,900	1,625	2.5%
Animal License	47,873	47,000	47,000	47,000	-	0.0%
Franchise Fees	574,607	525,000	525,000	565,000	40,000	7.6%
Total	2,677,316	2,437,275	2,437,275	2,524,900	87,625	3.6%

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, 2016 is 53,410.

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Liquor Excise	172,159	235,144	235,144	249,425	14,281	6.1%
Liquor Board Profits	456,429	457,019	457,019	451,315	(5,704)	-1.2%
Other Grants	118,993	177,600	192,714	457,000	264,286	137.1%
PUD Privilege Tax	212,904	190,000	190,000	191,000	1,000	0.5%
Other Intergovernmental	122,700	98,404	98,404	134,931	36,527	37.1%
Total	1,083,185	1,158,167	1,173,281	1,483,671	310,390	26.5%

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. This can be attributed to both the legalization of marijuana and eliminating the practice of incarcerating citizens for failure to pay their fines. The Court is establishing a new collection process for fines which may result in higher revenues in future periods.

Miscellaneous Fines and Forfeitures	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Total Fines and Forfeitures	818,718	849,350	849,350	568,650	(280,700)	-33.0%

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.

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.

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 the City administration, 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. The City's cost allocation plan was updated during the fall of 2016 and the new methodology will be implemented during 2017.

Central Services is the allocation paid by utility funds for information technology, communications and marketing and utility billing services. The significant increase budgeted in 2017 reflects the first phase of implementing the replacement of our financial system. This project will be span at least 3 years and the proprietary contributions will be funded through our cost allocation model.

Warehouse services, BCES and administrative fees are also components of the cost allocation model. These include direct charges to proprietary, internal service and agency funds for administrative support. Beginning in 2017, the BCES administrative fee was increased to 10% of the operating costs of the agency programs.

Charges and Services	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Zoning Subdivision/Plan Check	366,891	450,000	450,000	396,563	(53,437)	-11.9%
Recreation	243,865	313,500	313,500	319,500	6,000	1.9%
General Governmental Services	1,252,650	1,353,325	1,353,325	1,635,974	282,649	20.9%
BCES	233,994	249,275	249,275	340,592	91,317	36.6%
Central Services	3,483,779	3,950,912	3,950,912	5,464,995	1,514,083	38.3%
Warehouse	579,226	558,678	558,678	759,706	201,028	36.0%
Public Safety Services	175,023	162,500	162,500	148,100	(14,400)	-8.9%
Administrative Fees	238,617	240,987	240,987	362,820	121,833	50.6%
Other	162,452	173,286	173,286	122,950	(50,336)	-29.0%
Total	6,736,497	7,452,463	7,452,463	9,551,200	2,098,737	28.2%

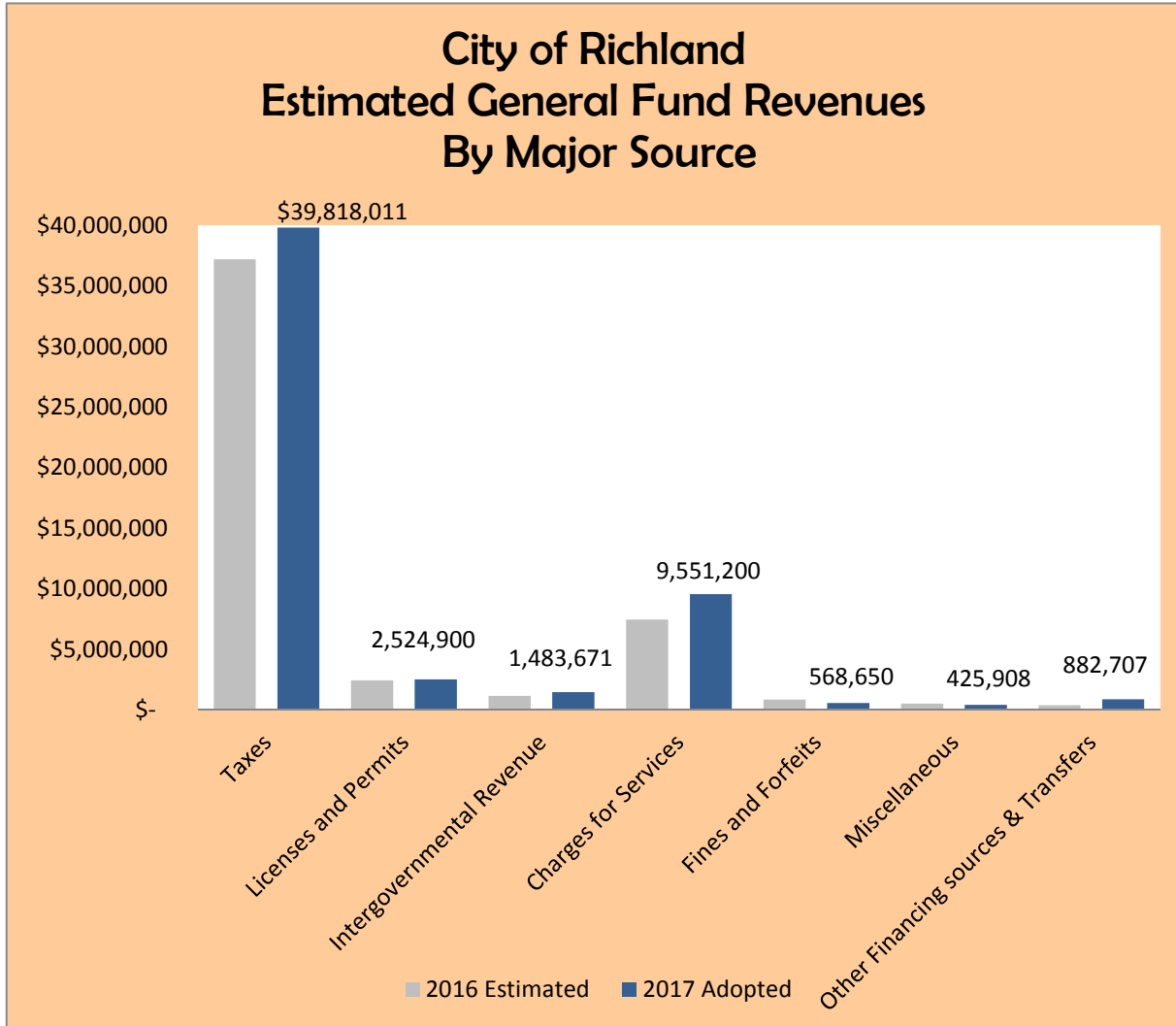
MISCELLANEOUS

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. Comparison of 2016 to 2017 reflects the impact of a one time donation to the library, while the increases in transfers reflects financial support for CIP projects and expanded program requests. Miscellaneous revenues in future years should reflect more stability.

Miscellaneous Revenues	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Investment Earnings	189,908	111,000	111,000	145,000	34,000	30.6%
Miscellaneous	465,870	302,908	407,908	280,908	(127,000)	-31.1%
Other Financing Sources	81,182	48,000	62,500	48,000	(14,500)	-23.2%
Transfers In	351,073	334,769	334,769	834,707	499,938	149.3%
Total	1,088,033	796,677	916,177	1,308,615	392,438	42.8%

Summary of 2017 General Fund Revenues

The 2017 projection for General Fund revenue is \$55,255,047, which reflects a 10.4 percent increase over the 2016 estimated budget. Major revenue sources for 2017 are: taxes (72.1%), charges for services (17.3%), fines and forfeitures (1%), miscellaneous revenue (0.8%), other sources & transfers (1.5%), intergovernmental revenue (2.7%), and licenses and permits (4.6%). The following graph depicts a comparison of 2016 estimated and 2017 adopted General Fund revenues by source.



MAJOR REVENUE SOURCES	2016 Estimated	2017 Adopted	% Change
Taxes	\$ 37,217,745	\$ 39,818,011	7.0%
Licenses and Permits	2,437,275	2,524,900	3.6%
Intergovernmental Revenue	1,173,281	1,483,671	26.5%
Charges for Services	7,452,463	9,551,200	28.2%
Fines and Forfeits	849,350	568,650	-33.0%
Miscellaneous	518,908	425,908	-17.9%
Other Financing sources & Transfers	397,269	882,707	122.2%
Total Revenue General Fund	\$ 50,046,291	\$ 55,255,047	10.4%

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.

City Streets Fund Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Utility Tax	632,061	679,080	679,080	683,600	4,520	0.7%
Fuel Tax	1,100,411	1,133,486	1,133,486	1,162,200	28,714	2.5%
Intergovernmental	-	-	-	56,100	56,100	0.0%
Charges for Services	706,494	557,000	557,000	574,789	17,789	3.2%
Miscellaneous	81,499	40,970	54,963	56,020	1,057	1.9%
Operating Transfers	43,325	-	-	221,551	221,551	100.0%
Total	2,563,790	2,410,536	2,424,529	2,754,260	329,731	13.6%

Criminal Justice Sales Tax Fund

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 are tracked in a 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. 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.

Criminal Justice Sales Tax Fund	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Sales Tax	1,538,644	1,379,130	1,379,130	1,540,500	161,370	11.7%
Interest Earnings	1,406	-	-	5,400	5,400	100.0%
Total	1,540,050	1,379,130	1,379,130	1,545,900	166,770	12.1%

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 revenue will continue to grow in the future by the addition of two new hotels and good occupancy rates.

Hotel Motel Fund	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance	
					2017 Budget VS 2016 Estimated	
					Amount	Percent
1st 2% Hotel Motel Tax	479,050	483,000	483,000	485,000	2,000	0.4%
2nd 2% Hotel Motel Tax	479,050	483,000	483,000	485,000	2,000	0.4%
Interest Earnings	3,347	5,000	5,000	5,000	-	0.0%
Total	961,447	971,000	971,000	975,000	4,000	0.4%

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 7% rate increase planned for 2017. The budget also reflects a one-time transfer of \$800,000 for system improvements funded with available RAISE funding. The projected increase in net revenue for 2017 is \$6.3 million, or 9.6 percent.

Electric Utility Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance	
					2017 Budget VS 2016 Estimated	
					Amount	Percent
Intergovernmental Revenue	196,219	192,948	192,948	188,368	(4,580)	-2.4%
Charges for Services	57,909,460	65,262,582	65,262,582	70,698,722	5,436,140	8.3%
Miscellaneous	593,034	504,887	504,887	584,277	79,390	15.7%
Other	408,202	1,993	1,993	800,000	798,007	40040.5%
Total	59,106,915	65,962,410	65,962,410	72,271,367	6,308,957	9.6%

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. 2017 revenue increases in the Intergovernmental and Other categories reflect one time financing for CIP projects.

Water Utility Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance	
					2017 Budget VS 2016 Estimated	
					Amount	Percent
Intergovernmental Revenue	-	-	16,500	750,000	733,500	4445.5%
Charges for Services	14,063,160	14,197,744	14,197,744	14,788,263	590,519	4.2%
Miscellaneous	262,239	220,000	220,000	235,500	15,500	7.0%
Other	1,939,426	784,500	784,500	1,248,351	463,851	59.1%
Total	16,264,825	15,202,244	15,218,744	17,022,114	1,803,370	11.8%

Wastewater Utility

The Wastewater Utility provides water treatment services per State guidelines to safely treat City wastewater. The significant revenue increase in the Other category for the 2017 adopted budget reflects an anticipated bond issue to finance Influent Upgrades at the Wastewater Treatment Facility. Without this one time funding, the 2017 revenues would be reflective of our anticipated utility growth, or 3.3%.

Wastewater Utility Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance	
					2017 Budget VS 2016 Estimated	
					Amount	Percent
Charges for Services	9,131,643	9,191,500	9,233,500	9,455,200	221,700	2.4%
Miscellaneous	126,401	111,850	126,850	128,500	1,650	1.3%
Other	1,082,081	560,000	560,000	2,924,328	2,364,328	422.2%
Total	10,340,125	9,863,350	9,920,350	12,508,028	2,587,678	26.1%

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. 2017 revenues are expected to reflect a small increase over 2016.

Solid Waste Utility Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance	
					2017 Budget VS 2016 Estimated	
					Amount	Percent
Charges for Services	8,501,139	8,137,800	8,182,800	8,514,100	331,300	4.0%
Miscellaneous	105,449	93,300	93,300	146,855	53,555	57.4%
Other	8,494	-	-	-	-	0.0%
Total	8,615,082	8,231,100	8,276,100	8,660,955	384,855	4.7%

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 2017 is expected to reflect a nominal increase.

Storm Water Utility Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Intergovernmental Revenue	224,289	116,667	567,712	165,500	(402,212)	-70.8%
Charges for Services	1,821,927	1,803,000	1,803,000	1,853,800	50,800	2.8%
Miscellaneous	76,194	59,790	59,790	65,865	6,075	10.2%
Other	353,485	-	-	-	-	0.0%
Total	2,475,895	1,979,457	2,430,502	2,085,165	(345,337)	-14.2%

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, and 2017 includes funding for one-time improvements to the club house. Service revenue from the course is fairly stable with limited growth tied to annual fee increases.

Golf Course Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Charges for Services	1,113,298	1,170,124	1,170,124	1,191,625	21,501	1.8%
Miscellaneous	493,655	504,325	504,325	627,275	122,950	24.4%
Other	2,338,486	-	68,750	166,000	97,250	0.0%
Total	3,945,439	1,674,449	1,743,199	1,984,900	241,701	13.9%

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. 2017 revenues are projected to closely mirror 2016 collections.

Medical Service Fund Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Adopted	Variance 2017 Budget VS 2016 Estimated	
					Amount	Percent
Licenses & Permits	50	-	-	25	25	100.0%
Intergovernmental Revenue	60,200	1,208	1,208	1,208	-	0.0%
Charges for Services	3,335,005	3,361,445	3,361,445	3,464,784	103,339	3.1%
Miscellaneous	81,057	64,044	64,044	89,857	25,813	40.3%
Other	550,000	550,000	550,000	550,000	-	0.0%
Total	4,026,312	3,976,697	3,976,697	4,105,874	129,177	3.2%

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	34,885	1,306,460	244,070
311100 REAL & PERS PROP TAXES-CURRENT	13,791,636	13,922,725	13,922,725	14,920,037
311110 REAL & PERS PROP TAXES-PRIOR YR	187,301	185,000	185,000	185,000
311200 DIVERT CITY ROAD TAX	1,443	-	-	-
313100 RETAIL SALES & USE TAXES	10,280,216	9,380,437	9,380,437	10,588,622
313110 RET SALES CRIMINAL JUSTICE	1,026,650	944,867	944,867	1,011,352
314510 ELECTRIC UTILITY TAX	3,933,361	4,948,740	4,948,740	5,349,000
314520 WATER UTILITY TAX	1,685,427	1,705,086	1,705,086	1,765,000
314540 SEWER UTILITY TAX	928,419	938,558	938,558	960,000
314550 SOLID WASTE UTILITY TAX	865,897	832,571	832,571	860,000
314580 STORM WATER UTILITY TAX	151,913	149,636	149,636	154,000
314590 AMBULANCE UTILITY TAX	34,099	33,900	33,900	35,000
316200 ADMISSIONS TAX	25,843	75,000	75,000	228,000
316430 GAS UTILITY TAX	611,439	630,792	630,792	580,000
316440 BROKERED NATURAL GAS TAX	229,680	322,687	322,687	175,000
316460 CABLE UTILITY TAX	658,537	651,456	651,456	657,000
316470 TELEPHONE UTILITY TAX	1,862,780	1,971,976	1,971,976	1,800,000
317200 LEASEHOLD EXCISE TAX	277,965	274,314	274,314	300,000
317500 GAMBLING EXCISE TAX	252,520	250,000	250,000	250,000
310 TAXES	36,805,125	37,217,745	37,217,745	39,818,011
321300 FIREWORKS PERMITS	300	275	275	300
321900 BUSINESS LICENSES & PERMITS	647,155	580,000	580,000	580,000
321910 FRANCHISE FEES	574,607	525,000	525,000	565,000
322100 BUILDING PERMITS	1,319,854	1,200,000	1,200,000	1,246,000
322102 BUILDING PERMITS/NREC	44,323	35,000	35,000	38,500
322103 PLUMBING & MECHANICAL PERMITS	28,371	30,000	30,000	28,100
322300 ANIMAL LICENSES	47,873	47,000	47,000	47,000
322902 GUN PERMITS	14,834	20,000	20,000	20,000
320 LICENSES & PERMITS	2,677,316	2,437,275	2,437,275	2,524,900
331832 FEMA-ASSISTANCE TO FIREFIGHTERS	-	64,000	64,000	329,400
332210 DEA EQUITABLE SHARING	7,670	7,600	7,600	7,600
334310 ECOLOGY-HANFORD COMMUNITIES	96,198	100,000	100,000	100,000
334351 WA ST TRAFFIC SAFETY COMM	15,127	6,000	21,114	20,000
335910 PUD PRIVILEGE TAX	212,904	190,000	190,000	191,000
336651 DUI/OTHER CRIM JUST ASSISTANCE	7,690	9,000	9,000	8,000
336694 LIQUOR EXCISE TAX	172,159	235,144	235,144	249,425
336695 LIQUOR BOARD PROFITS	456,429	457,019	457,019	451,315
337010 BENTON COUNTY	8,762	8,987	8,987	8,934
337011 PORT OF BENTON	5,000	5,000	5,000	5,000
337012 CITY OF KENNEWICK	20,012	20,615	20,615	20,569
337013 CITY OF PASCO	17,454	17,969	17,969	18,343
337014 CITY OF WEST RICHLAND	-	-	-	3,728
337020 FRANKLIN COUNTY	3,302	3,377	3,377	3,137
338160 INVESTIGATIVE SVCS-HR CONTRACT	16,953	1,200	1,200	15,000
338307 BENTON COUNTY FD #1 - VHF	5,472	3,400	3,400	6,800

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue		2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
338308	BENTON COUNTY FIRE 2 - VHF	4,646	3,000	3,000	5,700
338309	BENTON COUNTY FD #4 - VHF	5,221	3,423	3,423	6,500
338310	BENTON COUNTY FD #6 - VHF	4,390	2,390	2,390	5,490
338312	KENNEWICK FD VHF	16,308	15,330	15,330	19,330
338319	WBRFA (#3) - VHF	4,082	2,500	2,500	4,100
338320	BENTON COUNTY FD # 5	3,408	2,213	2,213	4,300
330	INTERGOVERNMENTAL REVENUE	1,083,185	1,158,167	1,173,281	1,483,671
341230	CIVIL/PROBATE/DOM RELATIONS	280	500	500	300
341323	COURT RECORDS SVCS-CIVIL FEES	20	150	150	50
341330	COURT ADMIN FEES WARNT CSTS	63,538	70,000	70,000	21,000
341380	RECORDS SEARCH	902	1,500	1,500	1,200
341432	ACCOUNTING ADMIN FEE-UBID	1,593	1,350	1,350	1,350
341434	ACCOUNTING ADMIN FEE-WEBCHECK	5,669	4,000	4,000	4,500
341500	SALES OF MAPS & PUBLICATIONS	1,121	550	550	550
341620	COURT COPY FEES	7	50	50	-
341690	PRINTING/COPY/FAX SVC	8	-	-	-
341691	COPY SERVICES LIBRARY	12,141	13,000	13,000	12,000
342100	LAW ENFORCEMENT SERVICES	5,010	5,000	5,000	5,000
342103	POLICE SERVICES - EXTRA DUTY	40,979	27,000	27,000	36,000
342338	TRANSFER OFFENDER	80	-	-	-
342360	HOUSE/MONITOR PRISONERS	85,423	82,000	82,000	82,000
342370	BOOKING FEES	47	500	500	100
342500	DUI EMERG RESP	43,484	48,000	48,000	25,000
343950	ABATEMENT CHARGES	545	1,000	1,000	1,000
345810	ZONING & SUBDIVISION	31,504	25,000	25,000	25,000
345830	PLAN CHECKING	335,387	425,000	425,000	371,563
347220	MISC LIBRARY CHARGES	3,174	4,000	4,000	2,200
347270	NON RESIDENT FEES	5,934	5,500	5,500	5,500
347650	RECREATION:ENROLLED ATHLETICS	49,149	102,500	102,500	102,500
347651	RECREATION:ENROLLED HLTH/FTNSS	52,774	62,000	62,000	62,000
347652	RECREATION:ENROLLED COMM INT	65,658	72,500	72,500	72,500
347653	RECREATION:NON-ENR ACTIVITIES	15,612	15,000	15,000	15,000
347656	RECREATION: SWIMMING POOL FEES	60,224	61,500	61,500	67,500
347905	RECREATION:REFUND ADMIN	448	-	-	-
349116	ADMIN SVCS-LID	5,232	-	-	-
349143	ADMIN SVCS-PENSION FNDS	22,792	25,129	25,129	-
349144	ADMIN SVCS-EMERG COMMUNICAT	188,479	202,771	202,771	273,792
349145	ADMIN SVCS-EMERG MGMNT	29,253	31,000	31,000	43,400
349146	ADMIN SVCS-800 MHZ	11,892	11,015	11,015	17,116
349148	ADMIN SVCS-MICROWAVE	4,370	4,489	4,489	6,284
349170	EMPLOYEE BENEFIT SVC	107,074	109,751	109,751	277,535
349171	WORKERS COMP SVC	103,519	106,107	106,107	85,285
349180	CENTRAL SERVICES	3,483,779	3,950,912	3,950,912	5,464,995
349181	B & G -OTHER FUNDS	29,877	17,614	17,614	17,900
349182	B & G-SERVICES FOR ELECTRIC	7,877	2,832	2,832	2,900
349183	B & G -SERVICES WATER/SEWER	29,768	51,240	51,240	52,500
349184	WAREHOUSE SERVICES	579,226	558,678	558,678	759,706
349190	OTHER GENERAL GOVMNT SVCS	1,252,650	1,353,325	1,353,325	1,635,974
340	CHARGES FOR SERVICES	6,736,497	7,452,463	7,452,463	9,551,200

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
352300 PROOF OF INSURANCE	5,930	6,800	6,800	3,100
353100 TRAFFIC INFRACTION PENALTIES	263,391	300,000	300,000	220,000
353700 NON-TRAFFIC INFRACTN PENALTIES	3,533	4,500	4,500	3,700
353702 CIVIL FINES-CODE ENFORCEMENT	19,124	8,500	8,500	13,500
354000 PARKING INFRACTION PENALTIES	7,497	5,200	5,200	3,200
355200 DRIVING WHILE INTOXICATED FINE	82,324	81,000	81,000	44,000
355800 OTHER CRIMINAL TRAFFIC FINE	165,089	174,000	174,000	95,000
356500 COURT ORDERED RESTITUTION	13,169	10,000	10,000	10,000
356900 OTHER CRIM-NON-TRAF-FINES	120,627	122,000	122,000	77,000
357300 COURT COST RECOUPMENTS	1,330	600	600	500
357310 JURY DEMAND FEE	-	500	500	500
357320 WITNESS FEES	-	150	150	-
357330 PUBLIC DEFENSE FEES	86,650	90,000	90,000	50,000
357350 COURT INTERPRETER	-	100	100	-
357360 LIBRARY COLLECTION AGENCY REFUND	705	500	500	-
359700 LIBRARY FINES	44,563	41,000	41,000	44,250
359910 ANIMAL IMPOUND FEES	2,775	2,500	2,500	2,500
359911 ANIMAL BOARDING FEES	2,010	2,000	2,000	1,400
350 FINES & FORFEITS	818,718	849,350	849,350	568,650
361100 INVESTMENT INTEREST	132,840	108,000	108,000	140,000
361620 NET CHANGE IN FMV INVESTMENT	50,964	-	-	-
361900 OTHER INTEREST EARNINGS	267	-	-	-
361910 INTEREST STATE SALES TAX	5,836	3,000	3,000	5,000
362300 LEASED PARKING	1,658	1,658	1,658	1,658
362400 SPACE & FACILITIES RENTALS S/T	8,587	-	-	-
362401 RECREATION: ST BUILDING RENTLS	99,481	80,000	80,000	85,000
362402 RECREATION: ST PARK RENTLS	52,155	71,000	71,000	50,000
36241 LIBRARY: MAKERSPACE RENTAL	-	-	-	2,000
362509 LIBRARY: BUILDING RENTAL L/T	2,400	2,400	2,400	2,400
362510 SPACE & FACILITIES RENTALS L/T	20,141	22,000	22,000	-
362810 RECREATION: CONCESSIONS	16,683	11,000	11,000	11,000
362813 CONCESSIONS-TOUR BOAT	3,310	3,500	3,500	3,500
367111 DONATIONS - POLICE EQUIPMENT	6,535	-	-	-
367112 DONATIONS - FIRE DEPARTMENT	35	-	5,000	-
367113 RECREATION: DONATIONS	19,617	7,500	7,500	7,500
367191 CAPITAL CONTRIBUTION PVT SRC	50,000	25,000	25,000	30,000
367303 DONATIONS - LIBRARY	31,061	-	100,000	-
367315 DONATIONS - PUBLIC ART	550	1,000	1,000	1,000
369100 SALE OF SALVAGE	3,123	4,000	4,000	4,000
369200 UNCLAIMED PROPERTY/MONEY	7,188	-	-	-
369300 CONFISCATED & FORFEIT PROPERTY	760	1,500	1,500	1,500
369310 INVEST FUND CONFISCATION	41,403	7,000	7,000	6,000
369400 JUDGEMENTS & SETTLEMENTS	17,693	10,000	10,000	15,000
369810 CASH OVERAGES & SHORTAGES	(326)	-	-	-
369850 POLICE TRAINING REGISTRATION	4,425	5,000	5,000	2,000
369900 OTHER MISC REVENUE	7,098	12,000	12,000	10,000
369913 COLLECTION / NSF FEES	225	150	150	150
369915 GARNISHMENT FEE	280	200	200	200
369950 REFUND OF EXPENDITURES	9,222	-	-	10,000

City of Richland
Revenue Summary
Fund 001 - General Fund

Source of Revenue		2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
369952	REIMBURSE EXPEND-JURY	230	-	-	-
369953	REIMBURSE EXPEND-METRO	22,028	15,000	15,000	15,000
369954	REIMBURSE EXP-OTHER AGENCIES	8,755	-	-	-
369957	REIMBURSE FROM WCIA	8,551	-	-	-
369959	REIMBURSE EXP-RSD SRO	23,000	23,000	23,000	23,000
360	MISCELLANEOUS REVENUE	655,778	413,908	518,908	425,908
389112	THIRD PARTY FEE DEFERRED COMP	49,664	48,000	62,500	48,000
380	NON-REVENUE RECEIPTS	49,664	48,000	62,500	48,000
395200	FIXED ASSET/INS RECOVERY	31,518	-	-	-
397111	OP TRANS IN-PARK RESERVE	-	18,000	18,000	-
397112	OP TRANS IN-IND DEVELOPMENT	205,179	173,106	173,106	174,260
397114	OP TRANS IN-CRIM JUSTICE	47,724	43,040	43,040	64,389
397117	OP TRANS IN-CRIM JUSTICE SALES TAX	-	-	-	192,358
397150	OP TRANS IN-HOTEL/MOTEL	98,170	100,623	100,623	101,700
397602	OP TRANS IN-CAPITAL IMPROVEMENT	-	-	-	302,000
390	OTHER FINANCING SOURCES	382,591	334,769	334,769	834,707
TOTAL GENERAL FUND		49,208,873	49,946,562	51,352,751	55,499,117

City of Richland
Revenue Summary
Fund 101 - City Streets

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	583,841	589,800	307,554
314510 ELECTRIC UTILITY TAX	261,498	296,184	296,184	317,600
314520 WATER UTILITY TAX	68,659	69,460	69,460	71,000
314540 SEWER UTILITY TAX	44,475	44,961	44,961	46,000
314550 SOLID WASTE UTILITY TAX	41,480	39,885	39,885	41,000
314580 STORM WATER UTILITY TAX	9,092	8,956	8,956	9,200
316430 GAS UTILITY TAX	36,595	37,753	37,753	34,000
316440 BROKERED NATURAL GAS TAX	13,746	19,313	19,313	13,000
316460 CABLE UTILITY TAX	45,028	44,544	44,544	44,800
316470 TELEPHONE UTILITY TAX	111,488	118,024	118,024	107,000
310 TAXES	632,061	679,080	679,080	683,600
336071 MULTIMODAL TRANS CITY	-	-	-	56,100
336087 FUEL TAX CITY STREET	1,100,411	1,133,486	1,133,486	1,162,200
330 INTERGOVERNMENTAL REVENUE	1,100,411	1,133,486	1,133,486	1,218,300
343890 STREET UTILITY CHARGE	329,106	323,000	323,000	353,789
344210 STREET & TRAFFIC SIGNS	24,330	20,000	20,000	15,000
349420 MAINT SVCS-OTHER CTY DEPTS	179,822	120,000	120,000	120,000
349421 REIMB FR UTILITY-ASPHALT	173,235	94,000	94,000	86,000
340 CHARGES FOR SERVICES	706,494	557,000	557,000	574,789
356500 COURT ORDERED RESTITUTION	250	-	-	-
350 FINES & FORFEITS	250	-	-	-
361100 INVESTMENT INTEREST	7,913	5,000	5,000	5,000
361320 NET CHANGE IN FMV INVESTMENT	(5,967)	-	-	-
362202 TRACK USE RENTAL	33,420	33,220	33,220	33,520
369100 SALE OF SALVAGE	-	250	250	-
369900 OTHER MISC REVENUE	35,919	500	14,493	15,000
369910 LATE FEES	2,771	2,000	2,000	2,500
360 MISCELLANEOUS REVENUE	74,056	40,970	54,963	56,020
395200 FIXED ASSET/INS RECOVERY	7,192	-	-	-
397001 OP TRANS IN-GENERAL FUND	43,325	-	-	221,551
390 OTHER FINANCING SOURCES	50,517	-	-	221,551
TOTAL CITY STREETS FUND	2,563,790	2,994,377	3,014,329	3,061,814

City of Richland
Revenue Summary
Fund 111 - Park Reserve

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	53,293	-
345851 GMA IMPACT FEES-DISTRICT 1	-	-	-	120,000
345852 GMA IMPACT FEES-DISTRICT 2	-	-	-	279,849
345853 GMA IMPACT FEES-DISTRICT 3	-	-	-	25,500
345854 GMA IMPACT FEES -DISTRICT 4	22,655	28,000	28,000	-
345855 GMA IMPACT FEES -DISTRICT 5	124,607	87,500	87,500	-
340 CHARGES FOR SERVICES	<u>147,262</u>	<u>115,500</u>	<u>115,500</u>	<u>425,349</u>
361100 INVESTMENT INTEREST	4,213	5,000	5,000	4,000
362510 SPACE & FACILITIES RENTALS L/T	175,023	165,000	165,000	171,016
362511 LEASED PROPERTY-MARINA	13,502	34,000	34,000	13,503
362514 LEASED PROPERTY-HRMC	4,191	4,000	4,000	4,000
360 MISCELLANEOUS REVENUE	<u>196,929</u>	<u>208,000</u>	<u>208,000</u>	<u>192,519</u>
TOTAL PARK RESERVE FUND	<u>344,191</u>	<u>323,500</u>	<u>376,793</u>	<u>617,868</u>

City of Richland
Revenue Summary
Fund 112 - Industrial Development

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	5,597,873	800,000
361100 INVESTMENT INTEREST	31,755	20,000	20,000	20,000
361320 NET CHANGE IN FMV INVESTMENT	1,435	-	-	-
362409 RENT INCENTIVE	102,252	124,000	124,000	102,000
362510 SPACE & FACILITIES RENTALS L/T	920,376	859,135	859,135	934,668
369914 LAND SALE COMMISSION	29,667	115,738	115,738	72,670
360 MISCELLANEOUS REVENUE	<u>1,085,485</u>	<u>1,118,873</u>	<u>1,118,873</u>	<u>1,129,338</u>
395110 SALE OF LAND	90,000	-	-	-
395112 LAND SALE HORN RAPIDS	158,812	1,041,642	1,041,642	654,030
397115 OP TRANS IN-CAP IMPROVEMENT	33,754	33,754	33,754	33,754
390 OTHER FINANCING SOURCES	<u>282,566</u>	<u>1,075,396</u>	<u>1,075,396</u>	<u>687,784</u>
TOTAL INDUSTRIAL DEVELOPMENT FUND	<u><u>1,368,051</u></u>	<u><u>2,194,269</u></u>	<u><u>7,792,142</u></u>	<u><u>2,617,122</u></u>

City of Richland
 Revenue Summary
 Fund 114 - Criminal Justice

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
336621 CRIM JUST-POPULATION	14,091	13,800	13,800	16,557
336626 CRIM JUST-SPECIAL PROGRAMS	51,567	47,241	47,241	55,546
330 INTERGOVERNMENTAL REVENUE	65,658	61,041	61,041	72,103
TOTAL CRIMINAL JUSTICE FUND	65,658	61,041	61,041	72,103

City of Richland
Revenue Summary
Fund 116 - PFD Facility Contingency

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
337001 PFD CONTINGENCY PAYMENTS	69,509	69,509	69,509	69,509
330 INTERGOVERNMENTAL REVENUE	69,509	69,509	69,509	69,509
361100 INVESTMENT INTEREST	890	-	-	-
360 MISCELLANEOUS REVENUE	890	-	-	-
TOTAL PFD FACILITY CONTINGENCY FUND	70,399	69,509	69,509	69,509

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

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	227,579
313111 CRIMINAL JUSTICE SALES TAX .03%	1,538,644	1,379,130	1,379,130	1,540,500
310 TAXES	1,538,644	1,379,130	1,379,130	1,540,500
361100 INVESTMENT INTEREST	1,406	-	-	5,400
360 MISCELLANEOUS REVENUE	1,406	-	-	5,400
TOTAL CRIMINAL JUSTICE SALES TAX FUND	1,540,050	1,379,130	1,379,130	1,773,479

City of Richland
 Revenue Summary
 Fund 141 - BCES Operations

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
341961 PERSONNEL - SECOMM	-	-	3,650,640	3,647,414
341962 PERSONNEL - 800 MHZ	-	-	64,864	71,454
341963 PERSONNEL - EMERGENCY MGT	-	-	422,829	444,539
341964 PERSONNEL - MICROWAVE	-	-	7,605	8,432
340 CHARGES FOR SERVICES	-	-	4,145,938	4,171,839
TOTAL BCES OPERATIONS FUND	-	-	4,145,938	4,171,839

City of Richland
Revenue Summary
Fund 150 - Hotel Motel

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	275,000
313300 HOTEL/MOTEL TAX	479,050	483,000	483,000	485,000
313310 2ND HOTEL/MOTEL TAX	479,050	483,000	483,000	485,000
310 TAXES	958,101	966,000	966,000	970,000
361100 INVESTMENT INTEREST	3,347	5,000	5,000	5,000
360 MISCELLANEOUS REVENUE	3,347	5,000	5,000	5,000
TOTAL HOTEL MOTEL FUND	961,448	971,000	971,000	1,250,000

City of Richland
Revenue Summary
Fund 151 - Special Lodging Assessment

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
318100 TOURISM PROMOTION AREA ASSMT	484,999	500,000	500,000	500,000
310 TAXES	484,999	500,000	500,000	500,000
361100 INVESTMENT INTEREST	496	500	500	500
360 MISCELLANEOUS REVENUE	496	500	500	500
TOTAL SPECIAL LODGING ASSESSMNT FUND	485,495	500,500	500,500	500,500

City of Richland
Revenue Summary
Fund 153 - Community Development Block Grant

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	45,038	91,105	-
331370 CDBG-CURRENT YR	181,077	221,943	241,847	242,000
331371 CDBG-PRIOR YR	68,158	-	259,528	-
330 INTERGOVERNMENTAL REVENUE	249,235	221,943	501,375	242,000
345910 CDBG PROGRAM INCOME	112,641	100,000	100,000	100,000
CONTRA CDBG LOAN REPAYMENTS	(105,825)	-	-	-
340 CHARGES FOR SERVICES	6,816	100,000	100,000	100,000
TOTAL HOUSING DEVELOPMENT FUND	256,051	366,981	692,480	342,000

City of Richland
Revenue Summary
Fund 154 - Home

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	19,335	-
331372 HOME GRANT-CURRENT YR	198,070	429,480	468,330	468,330
331373 HOME GRANT-PREVIOUS YR	707,505	-	563,779	-
330 INTERGOVERNMENTAL REVENUE	905,575	429,480	1,032,109	468,330
345911 HOME PGM INCOME-PASCO	59,066	100,000	100,000	100,000
345912 HOME PGM INCOME-KENN	98,491	100,000	100,000	100,000
345913 HOME PGM INCOME-RICH	122,327	100,000	100,000	100,000
345914 CONTRA RICHLAND HOME LOANS	(116,800)	-	-	-
340 CHARGES FOR SERVICES	163,084	300,000	300,000	300,000
361100 INVESTMENT INTEREST	(464)	-	-	-
360 MISCELLANEOUS REVENUE	(464)	-	-	-
397153 OP TRANS IN-CDBG	3,703	-	-	-
390 OTHER FINANCING SOURCES	3,703	-	-	-
TOTAL HOME FUND	1,071,897	729,480	1,351,444	768,330

City of Richland
Revenue Summary
Fund 216 - LTGO Improvement Refunding

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	647,782	647,782	605,090
361100 INVESTMENT INTEREST	21,546	6,388	6,388	15,000
361320 NET CHANGE IN FMV INVEST	(5,905)	-	-	-
360 MISCELLANEOUS REVENUE	15,641	6,388	6,388	15,000
397001 OP TRANS IN-GENERAL FUND	392,227	396,152	396,152	556,013
397111 OP TRANS IN-PARK RESERVE	57,975	61,575	61,575	59,975
397315 OP TRANS IN-CAPITAL IMPROVEMENT	672,463	671,963	671,963	457,563
397408 OP TRANS IN-BROADBAND FUND	28,438	28,578	28,578	25,177
390 OTHER FINANCING SOURCES	1,151,103	1,158,268	1,158,268	1,098,728
TOTAL LTGO IMPROVEMENT REFUNDING	1,166,744	1,812,438	1,812,438	1,718,818

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

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
361100 INVESTMENT INTEREST	693	-	-	500
360 MISCELLANEOUS REVENUE	693	-	-	500
397001 OP TRANS IN-GENERAL FUND	238,457	241,487	241,487	238,582
397317 OP TRANS IN-STATION 74 CONST FUND	-	-	110,888	-
390 OTHER FINANCING SOURCES	238,457	241,487	352,375	238,582
TOTAL FIRE STATION #74 BOND FUND	239,150	241,487	352,375	239,082

City of Richland
Revenue Summary
Fund 218 - Police Station Bonds

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
311100 REAL & PERS PROP TAXES-CURRENT	265,400	240,575	240,575	243,750
311110 REAL & PERS PROP TAXES-PRIOR Y	3,151	1,500	1,500	3,900
310 TAXES	<u>268,551</u>	<u>242,075</u>	<u>242,075</u>	<u>247,650</u>
361100 INVESTMENT INTEREST	486	400	400	400
360 MISCELLANEOUS REVENUE	<u>486</u>	<u>400</u>	<u>400</u>	<u>400</u>
392000 PREMIUM ON BONDS ISSUED	53,431	-	-	-
393000 PROCEEDS-REFUNDING L/T DEBT	900,000	-	-	-
390 OTHER FINANCING SOURCES	<u>953,431</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL POLICE STATION BOND FUND	<u><u>1,222,468</u></u>	<u><u>242,475</u></u>	<u><u>242,475</u></u>	<u><u>248,050</u></u>

City of Richland
Revenue Summary
Fund 220 - Community Center Bonds

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
311100 REAL & PERS PROP TAXES-CURRENT	334,538	303,225	303,225	303,840
311110 REAL & PERS PROP TAXES-PRIOR Y	3,894	1,000	1,000	4,900
310 TAXES	<u>338,432</u>	<u>304,225</u>	<u>304,225</u>	<u>308,740</u>
361100 INVESTMENT INTEREST	563	400	400	400
360 MISCELLANEOUS REVENUE	<u>563</u>	<u>400</u>	<u>400</u>	<u>400</u>
392000 PREMIUM ON BONDS ISSUED	67,714	-	-	-
393000 PROCEEDS-REFUNDING L/T DEBT	1,135,000	-	-	-
390 OTHER FINANCING SOURCES	<u>1,202,714</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL COMMUNITY CENTER BOND FUND	<u><u>1,541,709</u></u>	<u><u>304,625</u></u>	<u><u>304,625</u></u>	<u><u>309,140</u></u>

City of Richland
Revenue Summary
Fund 222 - Library Debt Service

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
311100 REAL & PERS PROP TAXES-CURRENT	1,367,714	1,274,700	1,274,700	1,309,975
311110 REAL & PERS PROP TAXES-PRIOR Y	15,459	10,500	10,500	19,500
310 TAXES	<u>1,383,174</u>	<u>1,285,200</u>	<u>1,285,200</u>	<u>1,329,475</u>
361100 INVESTMENT INTEREST	4,200	2,500	2,500	2,500
360 MISCELLANEOUS REVENUE	<u>4,200</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
392000 PREMIUM ON BONDS ISSUED	1,444,724	-	-	-
393000 PROCEEDS-REFUNDING L/T DEBT	12,350,000	-	-	-
390 OTHER FINANCING SOURCES	<u>13,794,724</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL LIBRARY DEBT SERVICE FUND	<u><u>15,182,097</u></u>	<u><u>1,287,700</u></u>	<u><u>1,287,700</u></u>	<u><u>1,331,975</u></u>

City of Richland
Revenue Summary
Fund 224 - LRF Debt Service

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
311120 PROPERTY TAX-LRF RICHLAND	172,053	290,000	290,000	231,500
311121 PROPERTY TAX-LRF PARTICIPATING	51,951	87,000	87,000	96,500
313120 RETAIL SALES TAX LRF RICHLAND	46,056	-	-	-
313121 RETAIL SALES TAX LRF STATE CONTRIB	324,050	330,000	330,000	330,000
310 TAXES	594,110	707,000	707,000	658,000
361100 INVESTMENT INTEREST	2,622	1,500	1,500	1,500
360 MISCELLANEOUS REVENUE	2,622	1,500	1,500	1,500
TOTAL LRF DEBT SERVICE FUND	596,732	708,500	708,500	659,500

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

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
361100 INVESTMENT INTEREST	6,034	4,000	4,000	6,000
360 MISCELLANEOUS REVENUE	6,034	4,000	4,000	6,000
TOTAL LID GUARANTY DEBT SERVICE FUND	6,034	4,000	4,000	6,000

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

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
361510 INTEREST & PENALTIES ON LID	13,751	11,375	11,375	29,600
368805 LID ASSESSMENT PRINCIPAL	111,038	878,966	878,966	62,822
360 MISCELLANEOUS REVENUE	124,788	890,341	890,341	92,422
TOTAL SPECIAL ASSMNT DEBT SERVICE FUND	124,788	890,341	890,341	92,422

City of Richland
Revenue Summary
Fund 301 - Streets Capital Projects

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	140,000	498,361	270,000
333111 FEDERAL APPROPRIATION	104,195	-	-	-
333123 STP GRANT	998,835	300,000	4,714,742	600,000
333202 FED HWY ADMIN-PASSTHRU WDOT	17,573	-	121,168	2,385,000
334366 TIB GRANT	1,125,412	116,930	3,064,296	116,930
337011 PORT OF BENTON	-	-	-	1,711,696
330 INTERGOVERNMENTAL REVENUES	<u>2,246,016</u>	<u>416,930</u>	<u>7,900,206</u>	<u>4,813,626</u>
344100 SVCS/TRANSPORTATION	23,253	-	-	250,000
344210 STREET & TRAFFIC SIGNS	1,334	-	-	-
344911 TRAFFIC IMPACT FEES	314,896	160,000	160,000	180,000
340 CHARGES FOR SERVICES	<u>339,483</u>	<u>160,000</u>	<u>160,000</u>	<u>430,000</u>
361100 INVESTMENT INTEREST	5,883	-	-	5,000
367121 CONTRIBUTION PRIVATE SOURCE	-	40,000	176,000	242,050
360 MISCELLANEOUS REVENUES	<u>5,883</u>	<u>40,000</u>	<u>176,000</u>	<u>247,050</u>
381100 INTERFUND LOANS RECEIVED	57,182	-	-	1,150,000
381105 INTERFUND LOANS RECVD CONTRA	(57,182)	-	-	-
380 NON REVENUES	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,150,000</u>
391712 SHORT TERM LOAN PROCEEDS	-	1,000,000	1,000,000	-
391801 WSDOT RAIL LOAN PROCEEDS	400,000	-	-	-
395110 SALE OF LAND	-	-	11,433	-
397001 OP TRANS IN- GENERAL FUND	827,943	393,700	393,700	955,000
397101 OP TRANS IN- STREETS FUND	-	537,000	537,000	-
397112 OP TRANS IN -IND DEVELOPMENT	1,009,510	-	3,694,079	293,450
397315 OP TRANS IN- CAPITAL IMPROVEMENT	803,245	523,576	523,576	310,000
397153 OP TRANS IN- CDBG	166,061	64,300	195,945	65,000
397402 OP TRANS IN- WATER FUND	-	-	-	10,152
397403 OP TRANS IN- WASTEWATER FUND	-	-	-	10,152
390 OTHER FINANCING SOURCES	<u>3,206,759</u>	<u>2,518,576</u>	<u>6,355,733</u>	<u>1,643,754</u>
TOTAL STREETS CAPITAL PROJECTS FUND	<u><u>5,798,140</u></u>	<u><u>3,275,506</u></u>	<u><u>15,090,300</u></u>	<u><u>8,554,430</u></u>

City of Richland
Revenue Summary
Fund 315 - Capital Improvement

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	203,293	203,293	710,400
318340 REET 1 1ST QTR PERCENT	1,361,653	655,000	655,000	660,000
318350 REET 2 2ND QTR PERCENT	1,361,653	655,000	655,000	660,000
310 TAXES	2,723,306	1,310,000	1,310,000	1,320,000
361100 INVESTMENT INTEREST	6,737	4,000	4,000	8,000
361320 NET CHANGE IN FMV INVEST	12,778	-	-	-
360 MISCELLANEOUS REVENUE	19,515	4,000	4,000	8,000
TOTAL CAPITAL IMPROVEMENT FUND	2,742,821	1,517,293	1,517,293	2,038,400

City of Richland
Revenue Summary
Fund 380 - Park Project Construction

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	567,781	-
334276 RCO GRANT	228,619	140,000	551,481	490,400
334278 IAC GRANT - BADGER MNT LIGHTS	-	-	778,380	-
330 INTERGOVERNMENTAL REVENUE	228,619	140,000	1,329,861	490,400
367126 DONATIONS - PARKS PROJECTS	30,000	65,000	105,611	-
367311 DONATIONS - MEMORIAL BENCHES	32,274	-	-	-
360 MISCELLANEOUS REVENUES	62,274	65,000	105,611	-
397001 OP TRANS IN -GENERAL FUND	87,311	48,000	58,000	-
397111 OP TRANS IN- PARK RESERVE	241,000	182,500	277,218	50,000
397112 OP TRANS IN- INDUSTRIAL DEV	49,355	-	-	60,000
397117 OP TRANS IN- CRIM J SALES TAX	-	20,000	20,000	91,000
397150 OP TRANS IN- HOTEL/MOTEL	359,183	70,000	70,000	275,000
397153 OP TRANS IN - CDBG	72,015	50,000	57,947	121,604
397315 OP TRANS IN- CAPITAL IMPROVEMENT	41,000	243,000	243,000	470,000
390 OTHER FINANCING SOURCES	849,864	613,500	726,165	1,067,604
TOTAL PARK PROJECT CONST.FUND	1,140,757	818,500	2,729,418	1,558,004

City of Richland
Revenue Summary
Fund 385 -General Government Construction

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	1,157,474	-
391100 G.O. BOND PROCEEDS	-	-	-	16,200,000
397001 OP TRANS IN -GENERAL FUND	-	500,000	500,000	233,660
397315 OP TRANS IN- CAPITAL IMPROVEMENT	-	45,000	45,000	213,200
390 OTHER FINANCING SOURCES	-	545,000	545,000	16,646,860
TOTAL GENERAL GOVT CONST. FUND	-	545,000	1,702,474	16,646,860

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

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
361100 INVESTMENT INTEREST	(24)	-	-	-
360 MISCELLANEOUS REVENUES	(24)	-	-	-
391900 PROCEEDS OF OTHER LT DEBT	313,361	-	289,353	
397701 OP TRANS IN- LID FUND	-	850,000	850,000	-
390 OTHER FINANCING SOURCES	313,361	850,000	1,139,353	-
TOTAL REATA ROAD LID 197 FUND	313,336	850,000	1,139,353	-

City of Richland
Revenue Summary
Fund 401 - Electric

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	14,947,316	17,725,347	12,586,237
332212 BUILD AMERICA BOND SUBSIDY PAYMENT	196,220	192,948	192,948	188,368
330 INTERGOVERNMENTAL REVENUE	196,220	192,948	192,948	188,368
343300 ELECTRIC UTILITY TAX	4,020,797	5,286,288	5,286,288	5,639,000
343301 ENERGY RESIDENTIAL	23,363,511	26,428,158	26,428,158	29,223,680
343305 ENERGY COMMERCIAL ADJUSTMENT	(255)	-	-	-
343306 SMALL GENERAL SVC	4,591,806	5,187,120	5,187,120	5,469,254
343307 MEDIUM GENERAL SVC	7,535,339	7,732,181	7,732,181	8,143,208
343308 LARGE GENERAL SVC	7,072,821	7,049,752	7,049,752	7,426,061
343310 ENERGY CABLE TV AMP	43,118	43,067	43,067	44,574
343320 ENERGY IRRIGATION>60	957,582	1,239,280	1,239,280	1,347,518
343325 ENERGY IRRIGATION<60	110,726	141,117	141,117	148,456
343326 ENERGY SMALL INDUSTRIAL	1,041,093	3,318,821	3,318,821	3,981,983
343327 ENERGY LARGE INDUSTRIAL	4,933,501	5,249,005	5,249,005	5,522,863
343330 ENERGY STREET LIGHTS	342,516	352,188	352,188	368,632
343335 ENERGY TRAFFIC LIGHTS	32,145	35,602	35,602	24,274
343340 MISC SERVICE REVENUE	67,601	5,000	5,000	63,852
343345 NEW ACCOUNTS	85,725	85,735	85,735	87,647
343355 DISCONNECT/RECONNECT FEE	105,600	135,785	135,785	138,814
343360 OPERATIONS DISC/REC FEE	3,367	4,410	4,410	4,509
343365 RENTAL LIGHTS CONTRACT	122,782	129,043	129,043	133,583
343370 POLE CONTRACTS TELECABLE	91,232	91,066	91,066	91,066
343380 BPA-CONSERVATION PROGRAM EEI	1,234,585	774,894	774,894	774,894
343381 DELINQUENT ACCT FEES	208,361	205,553	205,553	210,138
343382 BPA- CONSERVATION ADMN FEES	266,242	133,449	133,449	133,449
343386 REIMB LOAN SERVICE FEES	18,738	21,939	21,939	21,939
343387 MISC NONOPERATING REVENUE	20	19,426	19,426	19,426
343388 FACILITIES FEES	585,351	700,000	700,000	750,000
343389 REWIRES/UG CONV/DEENERGIZE	16,473	30,000	30,000	66,199
343391 PERMANENT SERVICE FEES	156,217	163,731	163,731	163,731
349330 METER READING REVENUE	218,586	218,512	218,512	218,512
349340 WORK FOR CITY DEPTS	683,879	481,460	481,460	481,460
340 CHARGES FOR SERVICES	57,909,460	65,262,582	65,262,582	70,698,722
361100 INVESTMENT INTEREST	119,961	71,872	71,872	150,000
361320 NET CHANGE IN FMV INVEST	1,046	-	-	-
361410 INTEREST ON CONSERV LOANS	78,474	80,000	80,000	80,000
361411 INTEREST CONSERV INVSTMNT	474	300	300	600
361900 OTHER INTEREST EARNINGS	2,605	2,163	2,163	2,351
362500 CITY SHOPS RENTAL	315,846	315,846	315,846	315,846
369100 SALE OF SALVAGE	29,212	34,706	34,706	35,480
369402 ENW DEMAND RESPONSE PROJECT	23,091	-	-	-
369900 OTHER MISC REVENUE	22,324	-	-	-
360 MISCELLANEOUS REVENUE	593,034	504,887	504,887	584,277

City of Richland
Revenue Summary
Fund 401 - Electric

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
379401 DONATED ASSETS - PRIVATE SOURCE	402,937	-	-	-
370 PROPRIETARY TRUST GAINS AND OTHER	402,937	-	-	-
391200 REVENUE BOND PROCEEDS	19,435,000	-	-	-
391805 CONTRA - FINANCING SOURCE	(21,377,832)	-	-	-
392000 PREMIUM ON BONDS ISSUED	1,942,832	-	-	-
395112 LANDSALE-HORN RAPIDS	5,265	1,993	1,993	-
397112 OP TRANS IN-IND DEVELOPMENT	-	-	-	800,000
390 OTHER FINANCING SOURCES	5,265	1,993	1,993	800,000
TOTAL ELECTRIC UTILITY FUND	59,106,915	80,909,726	83,687,757	84,857,604

City of Richland
Revenue Summary
Fund 402 - Water

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	2,459,926	273,304
331975 DEPT OF HOMELAND SECURITY	-	-	-	750,000
334049 WA DEPT OF HEALTH	-	-	16,500	-
330 INTERGOVERNMENTAL REVENUE	-	-	16,500	750,000
343405 WATER SALES - PUBLIC FIRE PROTECTION	214,000	214,000	214,000	214,000
343410 WATER SALES RESIDENTIAL	8,544,089	8,660,000	8,660,000	8,953,300
343411 WATER SALES COMMERCIAL	3,851,759	3,880,000	3,880,000	4,065,700
343413 WATER SALES - MULTI FAMILY	587,526	596,000	596,000	594,300
343415 BMID INTERTIE	19,509	23,000	23,000	21,000
343416 HORN RAPIDS IRRIGATION DISTRICT	105,725	139,111	139,111	143,630
343417 OTHER IRRIG DISTRICTS	343,408	349,800	349,800	363,000
343418 WATER - WHOLESALE - WEST RICH	331,515	280,000	280,000	330,000
343419 WATER - SCHOOL DISTRICT IRRIG	19,333	19,333	19,333	19,333
343420 TEMP WTR SVC CHARGE	26,380	23,000	23,000	24,000
343422 WTR PURCHASED BY IRRG DIST	9,666	3,500	3,500	50,000
343810 DISCONNECT/RECONNECT FEE	10,250	10,000	10,000	10,000
340 CHARGES FOR SERVICES	14,063,160	14,197,744	14,197,744	14,788,263
361100 INTEREST FROM FISCAL AGENT	65,578	60,000	60,000	66,300
361320 NET CHANGE IN FMV INVEST	21,513	-	-	-
361900 OTHER INTEREST EARNINGS	2,228	2,000	2,000	2,000
369100 SALE OF SALVAGE	8,019	1,000	1,000	2,000
369900 OTHER MISC REVENUE	21,241	15,000	15,000	21,700
369910 LATE FEES	140,453	140,000	140,000	140,400
369920 BAD DEBT RECOVERY	3,208	2,000	2,000	3,100
360 MISCELLANEOUS REVENUE	262,239	220,000	220,000	235,500
379100 FACILITIES FEES	676,193	650,000	650,000	750,000
379105 CONTRA-FACIL FEES	(3,890)	-	-	-
379200 SERVICE LINE INSTALLATION	11,817	4,000	4,000	10,900
379201 WATER MAIN CONNECTION	1,604	-	-	-
379202 WATER METER RELOC/XCHG	7,277	500	500	500
379203 WATER METER INSTALL	139,759	130,000	130,000	143,400
379204 SERVICE WORK - BILLED	1,600	-	-	-
379402 DONATED ASSETS - PRIVATE SOURCE	1,045,614	-	-	-
370 PROPRIETARY TRUST GAINS AND OTHER	1,879,974	784,500	784,500	904,800
391200 REVENUE BOND PROCEEDS	-	-	-	343,551
395112 LANDSALE-HORN RAPIDS	9,452	-	-	-
397111 OP TRANSFER IN - PARK RESERVE	50,000	-	-	-
390 OTHER FINANCING SOURCES	59,452	-	-	343,551
TOTAL WATER UTILITY FUND	16,264,825	15,202,244	17,678,670	17,295,418

City of Richland
Revenue Summary
Fund 403 - Wastewater

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	41,040	3,821,398	1,810,885
343510 SEWER SVC-RESIDENTIAL	5,206,813	5,255,000	5,255,000	5,337,800
343511 SEWER SVC-COMMERCIAL	2,501,689	2,470,000	2,470,000	2,679,800
343513 SEWER SVC-MULTI FAMILY	1,322,888	1,365,000	1,365,000	1,336,100
343521 PRETREAT-ANNUAL PERMIT	93,793	91,500	115,000	91,500
343522 PRETREAT-SAMPLING FEES	6,460	10,000	28,500	10,000
340 CHARGES FOR SERVICES	<u>9,131,643</u>	<u>9,191,500</u>	<u>9,233,500</u>	<u>9,455,200</u>
361100 INVESTMENT INTEREST	82,640	60,000	75,000	77,000
361320 NET CHANGE IN FMV INVEST	(7,619)	-	-	-
361900 OTHER INTEREST EARNINGS	372	300	300	500
369100 SALE OF SALVAGE	714	300	300	300
369900 OTHER MISCELLANEOUS REVENUE	127	-	-	-
369910 LATE FEES	47,655	50,000	50,000	48,700
369920 BAD DEBT RECOVERY	2,502	1,250	1,250	2,000
369952 REIMBURSE EXPEND-JURY	10	-	-	-
360 MISCELLANEOUS REVENUE	<u>126,401</u>	<u>111,850</u>	<u>126,850</u>	<u>128,500</u>
379100 FACILITIES FEES	565,133	560,000	560,000	660,000
379401 DONATED ASSETS - PRIVATE SOURCE	513,478	-	-	-
370 PROPRIETARY TRUST GAINS AND OTHER	<u>1,078,611</u>	<u>560,000</u>	<u>560,000</u>	<u>660,000</u>
391200 REVENUE BOND PROCEEDS	-	-	-	2,264,328
395112 LANDSALE-HORN RAPIDS	3,470	-	-	-
390 OTHER FINANCING SOURCES	<u>3,470</u>	<u>-</u>	<u>-</u>	<u>2,264,328</u>
TOTAL WASTEWATER UTILITY FUND	<u><u>10,340,125</u></u>	<u><u>9,904,390</u></u>	<u><u>13,741,748</u></u>	<u><u>14,318,913</u></u>

City of Richland
Revenue Summary
Fund 404 - Solid Waste

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	212,331	704,680	-
343701 SALE OF REFUSE STICKERS	636	600	600	600
343702 RESIDENTIAL 2ND CONTAINER	229,352	224,000	224,000	247,500
343703 RESIDENTIAL CONTAINER REPL	1,400	1,200	1,200	1,000
343710 SOLID WASTE RESIDENTIAL	2,671,183	2,700,000	2,700,000	2,812,800
343711 SOLID WASTE COMMERCIAL	2,421,821	2,420,000	2,420,000	2,623,000
343713 HILLS MOBILE HOME PARK	606	-	-	-
343714 RESIDENTIAL GREEN WASTE	684,810	675,000	675,000	696,900
343717 RESIDENTIAL ELECTIVE RECYCLING	313,797	305,000	305,000	341,250
343718 COMMERCIAL RECYCLING	71,827	45,000	90,000	132,250
343720 REFUSE RESID SURCHARGE	89,940	89,000	89,000	-
343721 REFUSE COMM SURCHARGE	139,552	125,000	125,000	-
343731 SOLID WASTE LANDFILL	736,617	600,000	600,000	629,900
343732 MUNICIPAL WASTE LANDFILL	79,978	65,000	65,000	81,100
343733 GREEN WASTE - LANDFILL	130,908	105,000	105,000	110,000
343771 L/F RECYCLABLE MATERIAL	9,668	4,000	4,000	1,100
343776 COMPOST SALES WHOLESALE	45,057	20,000	20,000	35,000
343791 COMM DROP BOX COLLECTION	371,556	330,000	330,000	333,700
343793 COMM DROP BOX DISPOSAL	464,501	400,000	400,000	436,300
343795 COMM DROP BOX RENT	32,371	25,000	25,000	27,700
343813 DELINQUENT REFUSE DISPATCH	3,750	4,000	4,000	4,000
349340 WORK FOR CITY DEPTS	1,811	-	-	-
340 CHARGES FOR SERVICES	8,501,139	8,137,800	8,182,800	8,514,100
361100 INVESTMENT INTEREST	30,139	20,000	20,000	50,000
361320 NET CHANGE IN FMV INVEST	8,944	-	-	-
361900 OTHER INTEREST EARNINGS	430	300	300	34,355
369100 SALE OF SALVAGE	10,152	20,000	20,000	10,000
369400 JUDGEMENTS & SETTLEMENTS	610	-	-	-
369810 CASH OVERRAGES & SHORTAGES	5	-	-	-
369900 OTHER MISC REVENUE	6,507	4,000	4,000	3,000
369910 LATE FEES	46,806	47,000	47,000	47,500
369920 BAD DEBT RECOVERY	1,855	2,000	2,000	2,000
360 MISCELLANEOUS REVENUE	105,449	93,300	93,300	146,855
372000 INSURANCE RECOVERY	8,494	-	-	-
370 PROPRIETARY/TRUST GAINS & OTHER	8,494	-	-	-
TOTAL SOLID WASTE UTILITY FUND	8,615,082	8,443,431	8,980,780	8,660,955

City of Richland
Revenue Summary
Fund 405 - Stormwater

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	206,530	-
334315 DEPT OF ECOLOGY GRANT	224,289	87,500	525,687	165,500
337011 PORT OF BENTON	-	29,167	42,025	-
334316 ARRA FUNDS INDIRECT LOANS	363,340	-	-	-
330 INTERGOVERNMENTAL REVENUE	<u>587,629</u>	<u>116,667</u>	<u>567,712</u>	<u>165,500</u>
343830 STORMWTR RESIDENTIAL	813,051	815,000	815,000	828,200
343831 STORMWTR COMMERCIAL	953,865	933,000	933,000	973,600
343833 STORMWTR SURFACE	55,011	55,000	55,000	52,000
340 CHARGES FOR SERVICES	<u>1,821,927</u>	<u>1,803,000</u>	<u>1,803,000</u>	<u>1,853,800</u>
361100 INVESTMENT INTEREST	14,682	12,500	12,500	16,400
361320 NET CHANGE IN FMV INVEST	3,938	-	-	-
361900 OTHER INTEREST EARNINGS	65	40	40	65
369900 OTHER MISC REVENUE	85	-	-	-
369910 LATE FEES	56,989	47,000	47,000	49,000
369920 BAD DEBT RECOVERY	435	250	250	400
360 MISCELLANEOUS REVENUE	<u>76,194</u>	<u>59,790</u>	<u>59,790</u>	<u>65,865</u>
379401 DONATED ASSETS - PRIVATE SOURCE	353,485	-	-	-
370 PROPRIETARY TRUST GAINS AND OTHER	<u>353,485</u>	<u>-</u>	<u>-</u>	<u>-</u>
391805 CONTRA FINANCING SOURCE	(363,340)	-	-	-
390 OTHER FINANCING SOURCES	<u>(363,340)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL STORMWATER UTILITY FUND	<u><u>2,475,894</u></u>	<u><u>1,979,457</u></u>	<u><u>2,637,032</u></u>	<u><u>2,085,165</u></u>

City of Richland
Revenue Summary
Fund 406 - Golf Course

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	35,101	35,101	23,356
341701 GOLFPRO SHOP SALES	124,064	130,903	130,903	132,800
347302 GOLFGREEN FEES	664,237	654,026	654,026	692,157
347303 GOLFTOURNAMENT FEES	25,504	67,820	67,820	38,123
347304 GOLF RANGE FEES	54,139	56,915	56,915	56,000
347622 GOLF LESSONS	4,871	6,350	6,350	10,550
347902 SEASON PASSES	126,698	144,110	144,110	129,540
347903 FREQ PLAYER PROG FEES	113,785	110,000	110,000	132,455
340 NON-REVENUE RECEIPTS	<u>1,113,298</u>	<u>1,170,124</u>	<u>1,170,124</u>	<u>1,191,625</u>
361100 INVESTMENT INTEREST	1,300	1,500	1,500	1,500
362101 GOLFCART RENTALS	231,564	246,464	246,464	256,425
362102 GOLF OTHER RENTALS	4,542	6,830	6,830	6,400
362512 GOLF COURSE GROUND LEASE	24,150	24,150	24,150	24,150
362802 GOLF COURSE -CONCESSION (TAXED)	225,368	225,381	225,381	238,800
367110 DONATIONS-PRIVATE SOURCES	-	-	-	100,000
369900 OTHER MISC REVENUE	6,732	-	-	-
360 MISCELLANEOUS REVENUE	<u>493,655</u>	<u>504,325</u>	<u>504,325</u>	<u>627,275</u>
373000 GAIN-DISPOSAL OF CAPITAL	-	-	68,750	-
370 PROPRIETARY TRUST GAINS AND OTHER	-	-	68,750	-
397001 OP TRANS IN- GENERAL FUND	2,338,486	-	-	-
397315 OP TRANS IN-CAP IMPROVEMENT	-	-	-	166,000
390 OTHER FINANCING SOURCES	<u>2,338,486</u>	<u>-</u>	<u>-</u>	<u>166,000</u>
TOTAL GOLF COURSE FUND	<u><u>3,945,439</u></u>	<u><u>1,709,550</u></u>	<u><u>1,778,300</u></u>	<u><u>2,008,256</u></u>

City of Richland
Revenue Summary
Fund 407 - Medical Services

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	-	-
322905 SERVICE PERMIT FEES	50	-	-	25
320 LICENSES & PERMITS	50	-	-	25
334491 EMS TRAUMA PARTICIPATION	1,341	1,208	1,208	1,208
335030 LEOFF SPECIAL FUNDING	58,859	-	-	-
330 INTERGOVERNMENTAL REVENUE	60,200	1,208	1,208	1,208
342606 TRANSPORT BILLED CHARGES	2,140,352	1,816,315	1,816,315	2,140,352
342607 UNALLOWED TRANSPORT CHG	(903,067)	(558,604)	(558,604)	(801,696)
342610 RESIDENTIAL	1,459,675	1,466,811	1,466,811	1,477,248
342611 MULTIFAMILY RESIDENCES	540,697	541,704	541,704	548,807
342612 SCHOOLS	1,984	1,968	1,968	2,062
342613 PHYSICIANS CLINICS	7,720	7,779	7,779	7,780
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	86,989	84,817	84,817	89,576
340 CHARGES FOR SERVICES	3,335,005	3,361,445	3,361,445	3,464,784
361100 INVESTMENT INTEREST	9,759	6,500	6,500	16,000
361320 NET CHANGE IN FMV INVESTMENTS	6,173	-	-	-
369900 OTHER MISC REVENUE	2,405	-	-	-
369910 LATE FEES	51,101	46,144	46,144	60,240
369920 BAD DEBT RECOVERY	11,619	11,400	11,400	13,617
360 MISCELLANEOUS REVENUE	81,057	64,044	64,044	89,857
397000 OPERATING TRANSFERS IN	550,000	550,000	550,000	550,000
390 OTHER FINANCING SOURCES	550,000	550,000	550,000	550,000
TOTAL MEDICAL SERVICES FUND	4,026,312	3,976,697	3,976,697	4,105,874

City of Richland
Revenue Summary
Fund 408 - Broadband Utility

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	18,960	179,505	104,415
334091 DEPT COMMERCE IPZ GRANT	4,968	-	-	-
330 INTERGOVERNMENTAL REVENUES	4,968	-	-	-
361100 INVESTMENT INTEREST	4,011	1,000	1,000	1,000
362201 FIBER OPTIC CABLE LEASE	148,064	108,912	108,912	124,734
362203 COLOCATION AGREEMENTS	1,500	1,500	1,500	1,500
362204 NONRECURRING FEE/DF INSTALL	28,920	18,000	18,000	100,000
360 MISCELLANEOUS REVENUE	182,495	129,412	129,412	227,234
391800 INTERGOVT LOAN PROCEEDS	23,479	-	-	-
391805 CONTRA FINANCING SOURCE	(23,479)	-	-	-
397001 OPERATING TRANSFERS IN GENERAL FUND	55,000	55,000	55,000	55,000
397112 OPERATING TRANSFERS IN-IND DEVEL	275,333	100,000	697,382	-
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
390 OTHER FINANCING SOURCES	385,333	210,000	807,382	110,000
TOTAL BROADBAND UTILITY FUND	572,797	358,372	1,116,299	441,649

City of Richland
Revenue Summary
Fund 501 - Central Stores

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	-	-
341712 RENTALS/SALES PRINT SHOP	75	250	250	-
340 CHARGES FOR SERVICES	75	250	250	-
365901 OVRHD CHGS COLOR COPIER PRNTG	17,630	25,500	25,500	-
360 MISCELLANEOUS REVENUE	17,630	25,500	25,500	-
TOTAL CENTRAL STORES FUND	17,705	25,750	25,750	-

City of Richland
Revenue Summary
Fund 502 - Equipment Maintenance

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	12,969	14,437	-
348301 MAINTENANCE-FLEET M & O	3,576,895	3,446,700	3,446,700	3,832,740
348303 MAINTENANCE-IN SVC COSTS	64,000	66,000	66,000	68,000
348505 FUEL TAX REFUND	8,443	5,000	5,000	8,000
340 CHARGES FOR SERVICES	<u>3,649,338</u>	<u>3,517,700</u>	<u>3,517,700</u>	<u>3,908,740</u>
369100 SALE OF SALVAGE	2,542	3,000	3,000	3,000
369900 OTHER MISC REVENUE	118	500	500	250
360 MISCELLANEOUS REVENUE	<u>2,660</u>	<u>3,500</u>	<u>3,500</u>	<u>3,250</u>
TOTAL EQUIPMENT MAINTENANCE FUND	<u><u>3,651,998</u></u>	<u><u>3,534,169</u></u>	<u><u>3,535,637</u></u>	<u><u>3,911,990</u></u>

City of Richland
Revenue Summary
Fund 503 - Equipment Replacement

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	565,827	1,079,115
348350 CONTRIBUTIONS-FLEET VEHICLES	1,888,219	2,372,770	2,372,770	1,762,835
340 CHARGES FOR SERVICES	1,888,219	2,372,770	2,372,770	1,762,835
361100 INVESTMENT INTEREST	34,090	35,000	35,000	35,000
361320 NET CHANGE IN FMV INVEST	18,863	-	-	-
361900 OTHER INTEREST EARNINGS	937	-	-	-
369959 REIMBURSE EXPRSD SRO	27,000	27,000	27,000	27,000
360 MISCELLANEOUS REVENUE	80,890	62,000	62,000	62,000
373000 GAINS/DISPOSAL OF CAPITAL	500	-	-	-
370 PROPRIETARY/TRUST GAINS & OTHER	500	-	-	-
381200 INTERFUND LOAN REPAYMENTS	121,740	-	-	-
381210 INTERFUND LOAN REPAYMENTS-CONTRA	(121,740)	-	-	-
380 NON-REVENUE RECEIPTS	-	-	-	-
391500 PROCEEDS FROM CAPITAL LEASE	-	-	-	810,000
395100 SALES OF FIXED ASSETS	3,975	50,000	50,000	50,000
395200 FIXED ASSET/INS RECOVERY	174,451	-	-	-
397001 OP TRANS IN-GENERAL FUND	-	18,450	18,450	62,611
397101 OP TRANS IN-STREETS FUND	-	-	36,391	-
397117 OP TRANS IN- CRIMINAL JUSTICE SALES TAX	174,000	46,000	46,000	-
397403 OP TRANS IN- WASTEWATER	-	-	75,000	94,941
397404 OP TRANS IN- SOLID WASTE	-	20,000	20,000	-
390 OTHER FINANCING SOURCES	352,426	134,450	245,841	1,017,552
TOTAL EQUIPMENT REPLACEMENT FUND	2,322,035	2,569,220	3,246,438	3,921,502

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

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	-	-
322101 EXCAVATION PERMITS	26,575	25,000	25,000	25,000
322900 OTHER NON-BUS LIC & PERMITS	1,425	1,500	1,500	1,500
320 LICENSES & PERMITS	<u>28,000</u>	<u>26,500</u>	<u>26,500</u>	<u>26,500</u>
343200 ENGINEERING SERVICES	744,802	600,000	600,000	650,000
349321 PW ENGINEER & ADM SVCGENERAL	807,189	951,579	951,579	1,142,184
349322 PW ENGINEER & ADM SVCWATER	553,503	652,513	652,513	783,214
349323 PW ENGINEER & ADM SVCSEWER	438,189	516,572	516,572	620,044
349324 PW ENGINEER & ADM SVCSLD WST	184,501	217,504	217,504	261,071
349325 PW ENGINEER & ADM SVCSTRM	253,688	299,068	299,068	358,973
349326 PW ADMIN & ENGINEERING STREETS	69,188	81,564	81,564	97,902
340 CHARGES FOR SERVICES	<u>3,051,060</u>	<u>3,318,800</u>	<u>3,318,800</u>	<u>3,913,388</u>
361100 INVESTMENT INTEREST	5,257	3,000	3,000	8,000
369900 OTHER MISCELLANEOUS REVENUE	650	-	-	-
369952 REIMBURSE EXPEND-JURY	20	-	-	-
360 MISCELLANEOUS REVENUE	<u>5,927</u>	<u>3,000</u>	<u>3,000</u>	<u>8,000</u>
TOTAL PUBLIC WORKS ADMN. & ENGINEERING	<u><u>3,084,987</u></u>	<u><u>3,348,300</u></u>	<u><u>3,348,300</u></u>	<u><u>3,947,888</u></u>

City of Richland
Revenue Summary
Fund 506 - Workers Compensation

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	-	-
361100 INVESTMENT INTEREST	2,623	2,000	2,000	3,500
369720 MAND CONTRIB-EMPLOYEE	42,664	43,000	43,000	44,400
369730 CONTRIB FROM EMPLOYER	826,041	1,591,453	1,591,453	1,631,167
369900 OTHER MISC REVENUE	8,128	-	-	-
360 MISCELLANEOUS REVENUE	<u>879,457</u>	<u>1,636,453</u>	<u>1,636,453</u>	<u>1,679,067</u>
TOTAL WORKERS COMPENSATION FUND	<u>879,457</u>	<u>1,636,453</u>	<u>1,636,453</u>	<u>1,679,067</u>

City of Richland
Revenue Summary
Fund 520 - Healthcare Benefits Plan

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	-	87,400	1,095,585
361100 INVESTMENT INTEREST	86,177	112,500	112,500	112,500
361320 NET CHANGE IN FMV INVEST	(2,418)	-	-	-
369710 VOLUNTARY COBRA CONTEE	7,311	12,000	12,000	7,500
369711 MED/DENT/VISION CHGSEE	836,300	865,000	960,000	950,000
369712 LIFE, DISAB, AD&D CHGSEE	8,809	10,000	10,000	10,000
369715 SECTION 125 DEPENDANT CARE	10,000	10,000	19,900	18,400
369716 SECTION 125 MEDICAL	88,854	70,000	96,000	100,000
369731 MED/DENTL/VISION CHGSER	7,024,309	7,859,586	7,859,586	7,985,530
369732 LIFE, DISAB, AD&D CHGSER	273,743	287,567	287,567	277,090
369737 DENTAL CHARGES-ER	733,889	815,466	815,466	848,820
369738 VISION CHARGES-ER	114,348	113,800	113,800	111,020
369900 OTHER MISC REVENUE	98,419	45,000	45,000	-
360 MISCELLANEOUS REVENUE	9,279,741	10,200,919	10,331,819	10,420,860
389006 REIMB INSURANCE STOP LOSS	10,034	50,000	118,000	-
380 NON-REVENUE RECEIPTS	10,034	50,000	118,000	-
TOTAL HEALTHCARE BENEFITS PLAN FUND	9,289,775	10,250,919	10,537,219	11,516,445

City of Richland
 Revenue Summary
 Fund 521 - Unemployment

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	59,905	59,905	71,646
361100 INVESTMENT INTEREST	5,480	5,000	5,000	6,500
369730 CONTRIB FROM EMPLOYER	171,530	95,095	95,095	85,594
360 MISCELLANEOUS REVENUE	177,011	100,095	100,095	92,094
TOTAL UNEMPLOYMENT FUND	177,011	160,000	160,000	163,740

City of Richland
Revenue Summary
Fund 522 - Post Employment Healthcare Plan

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
309000 WORKING CAPITAL	-	331,891	487,006	549,470
361100 INVESTMENT INTEREST	23,734	20,000	20,000	20,000
369714 POST RETIREMENT RETIREE - EE	304,230	325,287	325,287	351,330
369735 POST RETIREMENT ACTIVE - ER	457,412	464,000	464,000	496,000
369736 POST RETIREMENT RETIREE - ER	175,239	176,000	176,000	189,000
360 MISCELLANEOUS REVENUE	960,615	985,287	985,287	1,056,330
389006 REIMB INSURANCE STOP LOSS	2,037	5,000	65,000	-
380 NON-REVENUE RECEIPTS	2,037	5,000	65,000	-
TOTAL POST EMPLOYMENT HEALTHCARE FUND	962,652	1,322,178	1,537,293	1,605,800

City of Richland
Revenue Summary
Fund 611 - Fire Pension

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
311100 REAL & PERS PROP TAXES-CURRENT	324,600	355,500	355,500	354,025
310 TAXES	324,600	355,500	355,500	354,025
336691 FIRE INSURANCE PREMIUM TAX	57,534	63,960	63,960	63,135
330 INTERGOVERNMENTAL REVENUE	57,534	63,960	63,960	63,135
361100 INVESTMENT INTEREST	26,286	31,539	31,539	29,000
361320 NET CHANGE IN FMV INVEST	(31,055)	-	-	-
361900 OTHER INTEREST EARNINGS	3,117	2,268	2,268	2,000
360 MISCELLANEOUS REVENUE	(1,652)	33,807	33,807	31,000
TOTAL FIRE PENSION FUND	380,482	453,267	453,267	448,160

City of Richland
Revenue Summary
Fund 612 - Police Pension

Source of Revenue	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget
308000 BEGINNING FUND BALANCE	-	-	-	-
337003 GF PENSION AND OPEB CONTRIBUTION	441,000	509,420	509,420	487,500
330 INTERGOVERNMENTAL REVENUE	441,000	509,420	509,420	487,500
361100 INVESTMENT INTEREST	12,694	12,600	12,600	12,810
361320 NET CHANGE IN FMV INVEST	(16,030)	-	-	-
361900 OTHER INTEREST EARNINGS	79	-	-	-
360 MISCELLANEOUS REVENUE	(3,258)	12,600	12,600	12,810
TOTAL POLICE PENSION FUND	437,742	522,020	522,020	500,310

City of Richland Contractual Agreements

FUND/AGENCY	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Proposed	% Change 2016 Revised/ 2017 Proposed
General Fund:								
Emergency Dispatch	\$ 836,300	\$ 767,230	\$ 626,833	\$ 621,773	\$ 581,138	\$ 581,138	\$ 603,933	3.9%
Emergency Management	28,531	28,624	23,513	28,941	32,038	32,038	31,788	-0.8%
800 MHz SUA II Agreement	-	74,595	75,360	44,770	72,058	72,058	36,476	-49.4%
800 MHz Radios	48,295	54,999	55,566	33,163	49,694	49,694	42,281	-14.9%
Animal Control Services	220,265	230,402	236,379	239,322	253,664	253,664	261,274	3.0%
Bi-County Police Information Network	42,072	31,356	45,336	43,912	48,371	48,371	48,371	0.0%
Benton County Jail - Detention Services	1,191,055	1,237,717	1,263,288	1,138,578	1,333,543	1,333,543	954,100	-28.5%
Benton County Jail - Work Crew	95,888	128,342	103,993	116,112	93,150	93,150	93,150	0.0%
Benton County District Court	712,698	618,486	685,091	752,070	763,848	763,848	786,763	3.0%
Benton County - Voter Reg. & Election	67,721	156,574	65,687	84,116	86,000	86,000	91,000	5.8%
Benton Franklin Air Pollution Control	54,178	54,780	55,831	57,129	58,228	58,228	59,300	1.8%
Benton Franklin - Dept. of Human Services	12,756	11,193	8,742	11,954	14,000	14,000	14,015	0.1%
*Benton Franklin Council of Government	31,405	31,249	28,186	31,566	11,400	13,020	12,466	-4.3%
Columbia Basin Dive & Rescue	5,804	5,804	5,804	3,250	3,250	3,250	3,250	0.0%
City of Kennewick Interlocal Agreement	86,918	76,802	11,540	15,655	-	-	-	0.0%
Hazardous Materials	5,000	5,000	5,250	5,250	5,250	5,250	6,350	21.0%
Chaplaincy Program	900	900	945	945	945	945	945	0.0%
Child Interviewer	9,730	9,600	10,143	10,398	10,136	10,136	10,676	5.3%
Columbia Basin Domestic Violence Srvc.	11,551	11,142	8,885	12,439	10,662	10,662	10,662	0.0%
Streets Maintenance Fund:								
*Benton Franklin Council of Government	-	-	-	-	20,600	20,600	22,163	0.0%
Industrial Development Fund:								
Chamber of Commerce	5,250	5,250	5,250	5,250	5,250	5,250	5,250	0.0%
Small Business Support Program	5,064	7,000	5,415	4,995	5,000	5,000	-	-100.0%
TRIDEC Marketing Expense-Recruitment	31,000	31,000		31,000	-	-	-	0.0%
Regional PFD Interlocal Agreement	12,000	42,000	5,200	-	5,000	5,000	5,000	0.0%
Criminal Justice Sales Tax								
Emergency Dispatch	-	-	-	5,581	60,036	60,036	65,673	0.0%
800 MHz Radios	-	-	-	1,787	2,840	2,840	2,562	-9.8%
Hotel/Motel Fund:								
Tri-City Visitor's and Convention Bureau	180,067	185,995	188,987	193,100	202,206	202,206	211,984	4.8%
Medical Services Fund:								
Emergency Dispatch	84,165	75,880	61,994	62,046	63,413	63,413	66,225	4.4%
Chaplaincy Program	5,100	5,100	5,355	5,355	5,355	5,355	5,355	0.0%
Columbia Basin Dive & Rescue	5,804	5,804	5,804	3,250	3,250	3,250	3,250	0.0%
800 MHz SUA II Agreement	-	7,378	7,453	4,428	7,127	7,127	3,607	-49.4%
Emergency Medical Services	3,225	3,270	1,285	2,597	3,800	3,800	3,800	0.0%
TOTAL	\$ 3,792,742	\$ 3,903,472	\$ 3,603,115	\$ 3,570,732	\$ 3,811,252	\$ 3,812,872	\$ 3,461,669	-9.2%

City of Richland
Departmental Responsibility and Oversight

Department/Division	2017 Budget Responsibility	2017 Staffing Level
Administration:		
City Council	\$ 187,771	-
City Manager	474,653	1.50
City Clerk	345,919	2.00
City Attorney	1,665,067	3.00
Assistant City Manager	285,263	1.50
Information Technology	5,940,373	17.50
Communications & Marketing	481,766	3.60
Cable Communications	230,473	1.70
Hanford Communities	226,734	1.00
Total Administration	\$ 9,838,019	31.80
Administrative Services:		
Administrative Services - Administration	\$ 352,490	2.00
Finance	2,885,283	21.50
Purchasing/Warehouse & Stores	902,654	7.00
Human Resources	891,365	5.50
Non-departmental	6,129,866	-
Capital Improvements	1,952,517	-
LTGO Bonds Debt Service	1,718,818	-
Fire Station 74 Debt Service	239,082	-
Police Station Debt Service	248,050	-
Richland Community Center Debt Service	309,140	-
Library Expansion Debt Service	1,331,975	-
LRF (Local Revitalization Financing)	655,148	-
L.I.D. Guaranty Debt Service	10	-
Special Assessment Debt Service	61,470	-
Equipment Maintenance	3,911,990	9.00
Equipment Replacement	3,917,002	-
Workers Compensation	1,232,285	-
Health Care Benefits Plan	11,516,445	-
Unemployment	163,740	-
Post Employment Healthcare Plan	1,605,800	-
Fire Pension	448,160	-
Police Pension	500,310	-
Total Administrative & Intergovernmental Services	\$ 40,973,600	45.00

City of Richland
Departmental Responsibility and Oversight

Department/Division	2017 Budget Responsibility	2017 Staffing Level
Fire:		
Fire & Emergency Services	\$ 8,170,338	44.00
Medical Service Fund	3,928,884	19.00
Total Fire & Emergency Services	\$ 12,099,222	63.00
Police:		
Police Services	\$ 13,397,779	70.70
Criminal Justice	64,389	-
Criminal Justice Sales Tax	1,773,479	8.50
BCES Operations	4,171,839	40.40
Total Police Services	\$ 19,407,486	119.60
Community & Development Services:		
Community & Development Svcs Admin	\$ 315,664	2.00
Development Services	1,571,979	11.55
Planning & Redevelopment	295,578	2.00
CDBG	342,000	0.50
HOME	768,330	0.50
Business & Economic Development	2,360,984	2.50
Broadband	441,649	-
Hotel-Motel Tax	1,250,000	-
Special Lodging Assessment	500,500	-
Subtotal Comm & Dev Services	\$ 7,846,684	19.05
Parks & Recreation:		
Parks & Recreation Admin	\$ 341,603	1.50
Recreation	1,310,790	11.00
Parks & Facilities	5,808,815	23.00
Parks & Rec - Project Admin	356,257	2.50
Park Reserve	130,675	-
Parks Capital Projects	1,558,004	-
Golf Course	2,008,256	-
Library	2,134,328	19.00
General Government Constructiton	16,646,860	-
Subtotal Parks & Recreation	\$ 30,295,588	57.00

City of Richland
Departmental Responsibility and Oversight

Department/Division	2017 Budget Responsibility	2017 Staffing Level
Energy Services:		
Business Services (Administration)	\$ 18,960,966	6.73
Electrical Engineering	1,971,061	9.83
Power Operations	11,989,519	24.34
Systems	7,632,660	11.25
Energy Policy Management	43,194,622	1.10
Technical Services	1,108,776	6.25
Total Energy Services	\$ 84,857,604	59.50
Public Works:		
City Streets	\$ 3,061,814	9.00
Water Administration	8,680,376	-
Water Operations	2,375,380	8.50
Water Maintenance	2,814,797	14.50
Water Construction Projects	3,276,000	-
Wastewater Administration	5,210,522	-
Wastewater Operations	2,285,032	12.10
Wastewater Maintenance	1,741,359	10.85
Wastewater Construction Projects	5,082,000	-
Solid Waste Administration	3,117,071	-
Solid Waste Collection	3,414,295	18.25
Solid Waste Disposal	1,792,264	9.85
Solid Waste Construction Projects	215,000	-
Stormwater	1,651,239	2.05
Stormwater Construction Projects	354,000	-
Public Works Admin & Engineering	3,947,888	24.60
Streets Capital Construction	8,549,430	-
Total Public Works	\$ 57,568,467	109.70
Total Budget/Staffing	\$ 262,886,670	504.65

City of Richland
Staffing Level by Department/Division (Includes BCES)
2008 - 2017

Department / Division	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
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	3.50	3.50	3.50	3.00	3.00	2.00	3.00	3.00
Assistant City Manager	1.50	1.50	2.00	2.00	2.00	1.50	1.50	1.50	1.50	1.50
Information Technology	14.50	15.50	15.50	15.50	15.50	16.50	16.50	16.50	17.50	17.50
Communications & Marketing	1.65	1.65	1.65	1.65	1.65	2.65	3.65	3.60	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	28.85	28.85	28.85	28.85	29.85	30.85	29.80	31.80	31.80
Administrative Services:										
Administration	4.00	4.00	4.00	4.00	4.00	4.00	2.00	3.00	2.00	2.00
Finance	18.00	19.00	19.00	19.00	19.00	19.25	20.25	20.75	21.50	21.50
Purchasing	11.00	11.00	11.00	10.60	10.60	8.00	8.00	8.00	7.00	7.00
Human Resources	6.00	6.50	6.50	6.50	6.50	6.50	6.50	5.50	5.00	5.50
Equipment Maintenance	9.00	9.00	9.00	8.00	8.00	9.00	9.00	9.00	8.00	9.00
Total Administrative Services	48.00	49.50	49.50	48.10	48.10	46.75	45.75	46.25	43.50	45.00
Fire & Emergency Services:										
Fire & Emergency	43.20	42.95	42.95	42.95	41.88	41.88	41.88	43.85	44.00	44.00
Medical Services	14.80	14.80	14.80	14.80	15.87	15.87	14.87	18.85	19.00	19.00
Total Fire & Emerg Svcs	58.00	57.75	57.75	57.75	57.75	57.75	56.75	62.70	63.00	63.00
Police Services:										
Police	69.30	69.80	69.80	70.30	71.40	71.90	71.90	71.20	70.70	70.70
Criminal Justice Sales Tax Fund	-	-	-	-	-	-	-	7.00	8.50	8.50
BCES Operating Fund	54.50	53.50	53.50	52.50	41.75	40.00	39.95	39.85	40.10	40.40
Total Police Services	123.80	123.30	123.30	122.80	113.15	111.90	111.85	118.05	119.30	119.60
Community & Development Services:										
Administration	1.50	1.50	1.50	1.50	1.50	2.00	2.00	2.00	2.00	2.00
Economic Development	2.50	2.50	3.50	3.50	3.50	2.50	2.50	2.50	2.50	2.50
Development Services	14.00	14.00	13.00	12.00	12.00	11.50	11.55	11.55	11.55	11.55
Redevelopment	2.05	2.15	2.45	3.45	3.45	3.00	3.00	2.00	2.00	2.00
Housing Development	1.75	1.45	1.30	1.30	1.30	1.25	1.25	0.50	0.50	0.50
HOME	0.90	0.90	0.75	0.75	0.75	0.75	0.75	0.50	0.50	0.50
Total Comm & Dev Svcs	22.70	22.50	22.50	22.50	22.50	21.00	21.05	19.05	19.05	19.05

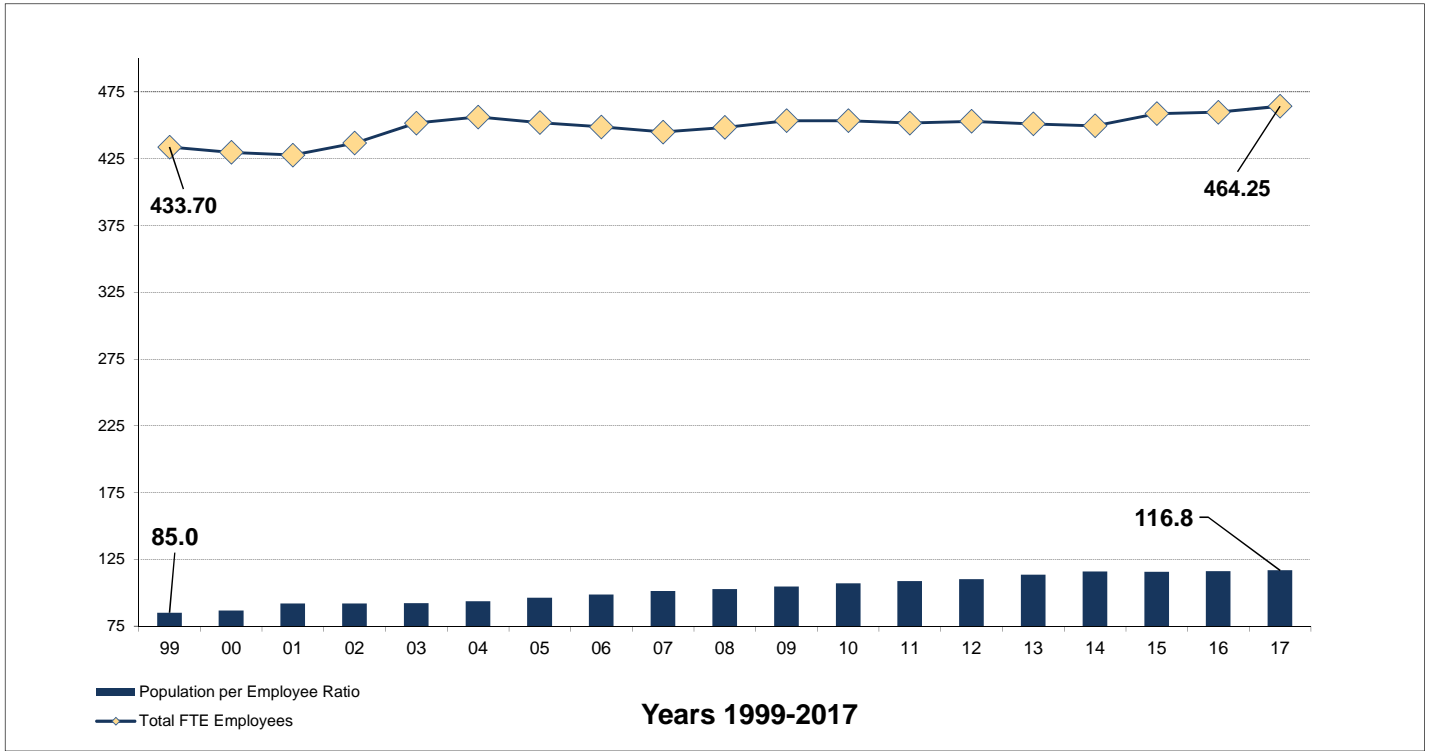
City of Richland
Staffing Level by Department/Division (Includes BCES)
2008 - 2017

Department / Division	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Parks & Public Facilities:										
Administration	2.00	2.00	2.00	1.00	1.00	1.50	1.50	1.50	1.50	1.50
Parks & Rec. Projects Admin.	2.00	2.00	2.00	2.00	2.00	2.00	2.00	3.50	3.50	2.50
Recreation	11.35	11.35	11.35	11.35	11.10	11.10	11.10	10.00	10.00	11.00
Parks & Facilities	22.00	22.00	22.00	22.00	21.50	20.50	21.00	21.00	21.00	23.00
Library	18.50	19.50	19.50	19.50	19.50	19.50	19.50	19.50	19.00	19.00
Total Parks & Public Facilities	55.85	56.85	56.85	55.85	55.10	54.60	55.10	55.50	55.00	57.00
Electric Utility:										
Business Services (Admin.)	1.34	1.34	1.34	1.34	7.50	7.50	5.50	5.40	6.40	6.73
Electrical Engineering	8.83	8.33	8.33	8.33	8.00	8.00	8.00	9.00	10.00	9.83
Power Operations	22.83	22.83	22.83	22.83	22.00	22.00	23.00	23.00	23.00	24.34
Systems	12.33	12.33	12.33	12.33	11.50	11.50	11.75	11.75	11.75	11.25
Energy Policy Management	4.33	4.33	4.33	4.33	1.00	1.00	2.00	1.10	1.10	1.10
Technical Services	8.34	8.34	8.34	8.34	7.50	7.50	6.25	6.25	6.25	6.25
Total Electric Utility	58.00	57.50	57.50	57.50	57.50	57.50	56.50	56.50	58.50	59.50
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	15.25	15.25	14.75	14.75	14.75	14.75	14.75	14.50	14.50	14.50
Wastewater Operations	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10
Wastewater Maintenance	11.35	11.35	10.85	10.85	10.85	10.85	10.85	10.85	10.85	10.85
Solidwaste Collection	14.25	16.25	16.25	18.25	18.25	18.25	18.25	18.25	18.25	18.25
Solidwaste Disposal	9.25	9.25	9.25	9.25	10.25	10.25	10.25	10.45	9.85	9.85
Moderate Risk Waste	2.00	2.00	2.00	-	-	-	-	-	-	-
Stormwater	2.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05	2.05
City Streets	10.00	10.00	10.00	10.00	10.00	10.00	10.00	9.00	9.00	9.00
Public Works Adm & Eng	24.00	24.00	25.00	25.00	25.00	25.00	25.00	25.00	24.60	24.60
Total Public Works	108.75	110.75	110.75	110.75	111.75	111.75	111.75	110.70	109.70	109.70
Total	502.95	507.00	507.00	504.10	494.70	491.10	489.60	498.55	499.85	504.65

CITY OF RICHLAND

Population Per Employee

1999 - 2017



Year	99	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17
Ratio	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	116.2	116.8
Employee*	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	464.25
Population as of April 1	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	53,410	54,211

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

Population for 2017 is estimated



STRATEGIC LEADERSHIP PLAN





KEY ELEMENTS

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*

KEYS TO UNLOCK OUR FUTURE – YEAR NINE



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

2016 ACCOMPLISHMENTS





(2013-2017) City of Richland Strategic Plan 2016 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 and 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.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

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: Prepared a draft of financial policies, including policies for reserves.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

In Progress

Energy Services

Fire

Police

Public Works

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.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Not Started

Energy Services

Fire

Police

Public Works



(2013-2017) City of Richland Strategic Plan 2016 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: **2017**

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 2017 and will include setting a refresh cycle for the ambulance utility rate study.

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	In Progress		

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:

<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:

<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 2016 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 as part of the ERP program. Enterprise Funds receiving labor and materials from the Parks and Public Facilities Department are now covering the expenses of the General Fund via 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>
				Ongoing
	<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: **2017**

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 2017, with revised report completed by the end of the third quarter of 2017.

<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>
				In Progress
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

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

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

Update Summary:

<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 2016 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: Public Works produces an annual Performance Measures report used by managers and supervisors to direct future focus areas. Parks and Facilities uses benchmarking data for park maintenance material cost and labor resources, and will continue to work with the Richland Public Library to refine and develop additional assessment tools. Multiple reports have been developed in 2016 specific to work order and inventory as part of the continuing report development for the Data Warehouse.

<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: **2017**

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>

1 2 9 Implement performance change tasks and program changes.

Beginning Year: **2014** Ending Year: **2017**

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>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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: **2017**

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. The Richland Public Library prepares statistics on programming, resources, and services to respond more dynamically to evolving customer needs. New measures have been adopted to capture customer use of reference services, e-resources, and technology assistance.

<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 12 Repeat analysis, program change, measurement cycle.

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

Update Summary: Public Works management staff reviews performance measures on an annual basis.

<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>
				Ongoing

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



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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 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. Construction to begin in first half of 2017.

<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:

<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 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: **2017**

Update Summary: Awaiting the establishment of a bi-county emergency dispatch communications system. The City of Pasco is taking the lead on funding of 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	



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

1 3 5 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: *ated.*

<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 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: The City has contracted with Esri to convert datasets to geometric networks and the work is completed. As data is added to the water, sewer and storm datasets, rules are in place to retain network attributes.

<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-16

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:

<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 2016 End-of-Year Update

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: **2017**

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 are 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 has responded to customer needs for technology by increasing digital collections and improving accessibility to electronic content. Active Net was installed in 2016 replacing the Class software.

<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 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:

<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: **2017**

Update Summary: Business processes were documented by Berry Dunn and requirements were gathered as part of the Enterprise Resource Planning (ERP) project. An RFP will be posted specific to Asset Management to select software vendor in 2017.

<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 2016 End-of-Year Update

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: Website conversion is complete and ArcGIS Online has been formatted to meet marketing branding for templates. Department projects in Energy Services, Public Works, Parks and Public Facilities are underway. ArcGIS Online toolsets are being reviewed for Police use in 2017.

<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 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:

<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 City engagement with Esri is nearly complete for linear data conversion into Roads & Highways. Initial loads have been configured and are being reviewed for completeness.

<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 5 Develop a comprehensive human resource strategy.



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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

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

Update Summary: WSDOH Certification Training is underway in Water Division. Public Works and Human Resources reviewed position descriptions in Water/Streets/Wastewater divisions. Draft updated position descriptions are under review by Human Resources and IUOE. Management development training under evaluation.

<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>

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

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>Complete-14</u>	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

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: **2015**

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>Complete-15</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

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

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

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>Complete-15</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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

Beginning Year: **2013**

Ending Year: **2014**

Update Summary: 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.

The Risk & Safety Program Administrator has been in place for ten months. During that time, existing practices and policies have been refined, additional training has been provided and budgeted for in the 2017 budget, and drafts of an Accident Prevention Program and Risk Management Program have been prepared for implementation in early 2017. The R&S Program Administrator position works closely with leadership at all levels of the City, including the Leadership Risk Management Team, to encourage heightened attention to risk management and safety in the every-day work environment. Claims are also being more actively managed, and existing insurance coverages are routinely reviewed.

The City Attorney's Office has worked closely with the Purchasing Manager to develop a contract drafting and review process that maximizes opportunity for the City to identify and properly mitigate risks associated with procurement efforts. A similar successful working partnership has been created between HR and the City Attorney's Office involving employment practices.

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



(2013-2017) City of Richland Strategic Plan 2016 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: **2017**

Update Summary: In spring 2016a RFP for a Learning Management System (LMS) was completed. The City is currently in negotiations with a company. A contract should be executed by the end of 2016 and the new LMS system should be operational by the end of the first quarter 2017. This new system will help departments ensure ongoing employee training and testing requirements are completed throughout the 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>
	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. Discussions during contract negotiations facilitated implementation of trainings and succession 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>
				Complete-16

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 2016 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: **2017**

Update Summary: The joint-county Emergency Management program is not currently part of the consolidated communications center plan. There has been a marked improvement in the interaction between the two new Emergency Managers over the last several years 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.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

In Progress



(2013-2017) City of Richland Strategic Plan 2016 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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

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-scoped to repair of existing screens rather than replacement due to budget constraints. Inlet screen replacements project planned for Winter 2017-2018.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

In Progress

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: **2017**

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 2017 with the final published utility plan completed by the end of 2017.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

In Progress



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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

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

Update Summary: Acquisition negotiations are 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 5 Complete LRF-funded Infrastructure in Horn Rapids Industrial Park.

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 1 6 Complete design of Duportail Bridge.

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

Update Summary: Executed Supplement #12 to advance project design to bid readiness for bid in late 2017.

<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: Completed study recommends expanding existing Water Treatment facilities in Richland and Kennewick. No future site acquisition is planned at this time.

<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-16



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

2 1 8 Develop a comprehensive Station deployment plan for all existing and potential fire station projects in the City of Richland.

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

Update Summary: A community needs assessment is underway, and a complete deployment plan is being developed as part of the Department's comprehensive business 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>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
		In Progress		

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

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-15		Complete-16

2 1 10 Fire Station 73 replacement at Stevens and 240

Beginning Year: **2013** Ending Year: **2018**

Update Summary: The current funding plan for this project is tied to partnerships with the Department of Energy (DOE) and Pacific Northwest National Laboratory (PNNL). Meetings between the City and PNNL representatives have continued and a potential funding model is under development. Once the funding model is established, work will begin on a service agreement to take effect when the timing is appropriate and at Council's direction. Other federal partners may also be included in the final service agreement. Evaluation of feasibility and timelines continues, however DOE has moved their station relocation timelines out to around 2020 which may push this project 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		



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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		

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

Beginning Year: **2013** Ending Year: **2020**

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 Waterfront master-plan developments 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		In Progress

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: Three alternative design concepts were presented in a 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. Council adoption of completed plans is scheduled for second half of 2016.

Converted the landscaped "swift islands" to an attractive stormwater infiltration system combining the benefits of stormwater improvements and reduced landscape maintenance.

<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-16



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

2 1 15 Acquire construction funding for Duportail Bridge.

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

Update Summary: Legislature approved \$20 Million in July 2015 with funding to be available July 2017. Preliminary construction funding plan is included in 2016 CIP. 2017 budget presents complete funding package for Bridge. Several funding contracts to be executed in 2017.

<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 16 Acquire grant funds for Stevens Extension.

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 17 Acquire grant funds for Swift Boulevard Improvements.

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

Update Summary: Project funding proposal is included in the draft 2017 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>
				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: **2017**

Update Summary: Intend this to be pursued in conjunction with the Electric Utility System plan. This will be delayed until 2017 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 2017.

<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 2016 End-of-Year Update

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

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

Update Summary: Siting and acquisition of the property for the new Southeast Richland (renamed Leslie Rd) substation was completed in the first quarter of 2016. The Capital Improvement Plan has been revised to include securing the future Dallas Rd substation site property in 2017. Efforts in 2017 associated with the Electric Utility Master Plan revision will include identifying and evaluating appropriate properties for the future Kingsgate and Hanford substations.

<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: Project cancelled as outcome of planning 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>
				Complete-16

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 2014. Tri-City Railroad (TCRR) has initiated litigation to obstruct this project. As of June 2016, City has prevailed in appeals in Benton County Superior Court & Washington State Court of Appeals. Federal STB blocked completion of this project. A new strategy for completing the project is being developed. ROW acquisitions 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: Phase 2 of 3-Phase construction is underway. Phase 3 to be completed in 2017.

<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 2016 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: Completed plan under review by State Department of Health.

<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-16

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: Comprehensive Land Use Plan update to begin in second half of 2016 will include update to City's Transportation 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>
	<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: Transportation Improvement Board (TIB) grant application submitted in August 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 2016 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 mid-2020

<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

2 2 2 Complete wastewater treatment plant chlorination system upgrades.

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 2016 End-of-Year Update

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: **2017**

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 and 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

2 2 6 Complete water distribution 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



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

2 2 7 Complete water treatment plant, pumping station, and reservoir maintenance and preservation 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-16

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:

<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 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



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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:

<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>

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

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>
				Complete-15
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

2 2 13 Complete wastewater treatment plant influent screening improvements.

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

Update Summary: Consultant has been selected to design 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>
				In Progress
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

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

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

Update Summary: Acquired portions of the property needed at end of 2013. 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>
				In Progress
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

2 2 15 Complete wastewater treatment plant solids handling upgrades.

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

Update Summary: Construction 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-16

2 2 16 Complete water treatment system chlorination system upgrades.

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-16

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: Project delayed due to higher priority 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>
				Not Started

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:

<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 2016 End-of-Year Update

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

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

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 2017. Energy Services and Public Works are coordinating efforts to propose a streetlight retrofit plan to be developed and brought to City Council at a workshop in the first quarter of 2017. 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. LED lights will be installed on the multi-purpose field at Columbia Point Marina Park in 2016. Fire Station 74 utilizes many energy saving technologies and building solutions.

<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			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:

<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 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:

<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 2016 End-of-Year Update

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

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

Update Summary:

<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:

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

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

Update Summary: A consulting firm was hired to review and assess the potential impacts of converting the City's fleet to alternative fuel-powered vehicles in order to comply with Washington Administrative Code 194-29. The study determined the City is not required to convert vehicles to alternative fuels because the total lifecycle costs of doing so are greater than the cost of purchasing and using conventionally-fueled 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>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
	Complete-16			

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:

<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 2016 End-of-Year Update

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

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. 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:

<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 2016 End-of-Year Update

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>
				Complete-16

2 4 6 Secure landfill expansion permit by November 2016.

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

Update Summary: Review of permit application 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>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
				Complete-16

2 4 7 Complete detailed solid waste disposal alternatives evaluation.

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

Update Summary: Consultant work is complete. Presentation of results to the Utility Advisory Committee (UAC) and Council scheduled for first quarter in 2017.

<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-16

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



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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

Beginning Year: **2017**

Ending Year: **2017**

Update Summary:

City Attorney

Administrative
Services

Assistant City
Manager

Community and
Development Services

Parks and Public
Facilities.

Energy Services

Fire

Police

Public Works

Not Started



(2013-2017) City of Richland Strategic Plan 2016 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: New Economic Development Manager and Redevelopment Project Manager hired. The new manager is currently developing a marketing strategy that includes an update to the City's web pages and outreach efforts. Richland maintains the partnership with TRIDEC and visit Tri-Cities to continue to recruit new 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>
		In Progress	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: Staff is evaluating current materials and recruitment strategy to ensure marketing is up to date and fresh.

<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	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:

<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 2016 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, particularly the area adjacent to Spaulding Business Park. Staff is working with Port of Benton on the Master Plan for the 1,341 acres acquired in north Richland as well as the Master Plan for the Rail Loop in the Horn Rapids Industrial 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:

<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:

<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 2016 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:

<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:

<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.

<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 2016 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:

<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:

<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:

<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 2016 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. Staff continues to rely on consultant services while newly hired staff works to transition this ongoing effort in-house.

<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 competing 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>
			Complete-16	
	<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. Work is still being done to fill in infrastructure east of Kingsgate to allow further expansion west of Kingsgate. Additionally, work on electrical and fiber extensions that will service the area west of Kingsgate are in progress and will likely be completed in early 2017. Work east of Kingsgate has been completed. The work to the west of Kingsgate continues.

<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 2016 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. Logan Road is currently under design. Construction is anticipated to begin 2017. This very important road and infrastructure project will provide additional ingress and egress into the easterly portion of the Industrial Park, and most importantly will provide further connection of roads to the newly constructed rail loop track. Additionally, this road will direct truck traffic to Robertson Road and SR240 where a controlled access intersection will be constructed in 2017. Remaining money may be appropriated to broadband efforts.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

In Progress

Energy Services

Fire

Police

Public Works



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

4 TARGETED INVESTMENTS

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

4 1 1 Acquire GSA parking lot by spring 2014.

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

Update Summary: The property is in escrow and a design build, cost plus, guaranteed maximum price contract is in place with Leone and Keeble to design and construct City Hall to be complete by the fall 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 2 Acquire DOE Records building and property by spring 2014.

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

Update Summary: The City yielded to Columbia Basin College to acquire this property for their "Health Sciences 2" facility.

<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-16
	<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 has constructed three food service establishments on the property the City sold him north of City Hall. Dupus Boomers Restaurant, Taco Time and Jimmy Johns. Kadlec continues construction on the build-out of the hospital tower and has completed the construction of the parking structure. 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. Construction on the northwest corner of Swift and George Washington Way has been completed as well as completion of the Kadlec tower and parking garage. Site acquisition continues as well as planning for replacement of Fire Station 71.

<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 2016 End-of-Year Update

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

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

Update Summary: The project is included in the draft 2017 Capital Improvement Plan. This project will be reviewed in 2017 and a path forward determined.

<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 5 Finalize Civic Campus facility planning by 2013 in anticipation of 2016 construction.

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

Update Summary: The Swift Corridor: City Hall project includes demolition of the existing City Hall to make way for private development and also sets aside space to replace FS71.

<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: The Urban Greenbelt Trail is complete. The John Dam Plaza master plan was revised in 2016 and the following master plan amenities have been completed: the HAPO Community Stage, a new walkway, irrigation, artwork, restroom, parking lot improvements and trees. Columbia Playfield has been improved with additional parking and a fifth competitive field is complete. 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>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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

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

Update Summary: City staff completed its groundwater monitoring of the groundwater at the Shops site in 2013. Monitoring results indicate that groundwater contamination does not appear to be spreading, but does show signs of slow decay. At the present time and with the present situation, it is not feasible to begin any sort of formal cleanup effort. Work continues with Shannon & Wilson and the Department of Ecology to monitor the situation.

<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:

<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 Vision 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. Staff is waiting for further information to determine next steps on this element of the strategic 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>
			In Progress	
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>

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: Work continues with the Crown Group on this site.

<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 2016 End-of-Year Update

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:

<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. Public Works, Planning and City Attorney have reviewed implementation options. Carolina Street development proposal is resulting in advancing actions to Planning Commission and City Council in Summer 2016. Council adopted code amendment to support realizing this goal.

<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	Complete-16

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>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			On Hold	



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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

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

Update Summary: Columbia Park Trail design and roadside landscaping are included in the 2013 Citywide Streetscape Plan. 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 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. Due to group and staff changes, this priority will be re-evaluated in early 2017 to ensure focus and collaborative branding 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>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>
			In Progress	

4 3 2 Work with Innovation Center to complete a student/young professional project.

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	



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

4 3 3 Complete Design/Build selection process with Wine Science Center under construction by 2013 with construction complete by 2015.

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

Update Summary:

<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 PNNL, WSU-TC, and private technology firms, including but not limited to a commercial evening social venue.

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

Update Summary:

<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:

<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 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: A master planning process has begun for the land north 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>
			In Progress	
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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 was of land was transferred from DOE to TRIDEC on September 30, 2015. The bulk of this property has now been deeded to the Port of Benton and City.

<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-16	
	<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.

<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 2016 End-of-Year Update

5 NATURAL RESOURCES MANAGEMENT

5 1 Balance private and public interests in the preservation of identified natural and environmentally sensitive areas.

5 1 1 Utilizing the established public process, identify and prioritize unique natural habitat, ecologically sensitive area, significant landforms and appropriate native vegetation areas to protect as natural open space.

Beginning Year: **2013**

Ending Year: **2013**

Update Summary:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-13

Energy Services

Fire

Police

Public Works

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. Based on review and feedback, this remains on hold at this time.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

On Hold

Energy Services

Fire

Police

Public Works

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-13

Energy Services

Fire

Police

Public Works



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

5 1 4 Adopt standards to limit development in designated view corridors.

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

Update Summary: View corridors were addressed in the City's Shoreline Master Program Update, but as the issue extends beyond just shoreline areas, additional work is needed to amend the zoning code to ensure protection of identified corridors. After review under the Shoreline Master Program Update, determination was made that adequate regulation exists at this time.

<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-16	
	<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. The Washington State Department of Ecology granted approval of the Shoreline Master Program Update 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>
			Complete-16	
	<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:

<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 2016 End-of-Year Update

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: The new Shoreline Master Program will allow development in urban designated shorelines and direct shoreline mitigation toward natural open space areas such as Chamna Natural Preserve. A Substantial Development permit Application for bank stabilization and vegetation enhancement between the Shilo Inn and the condominiums has been submitted and approval is pending from the Hearing Examiner. When approved by the Hearing Examiner, Department of Ecology and the Corps of Engineers the plan will become the template for other shoreline areas. Annual shoreline vegetation maintenance is occurring.

<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:

<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:

<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.



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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. Council selected 5-6 projects that were completed in second half of 2016 using Department of Ecology grant including conversion of the landscaped Swift Boulevard Islands into an attractive stormwater infiltration 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-16

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. 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 water right change application to support this program has been submitted to the Department of Ecology.

<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: City of Richland has sufficient water rights for upcoming 20 years of growth.

<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-16



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

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: Phase 2 of 3-Phase construction is underway. Phase 3 may be completed in 2017.

<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: Project construction schedule for late 2017 - mid 2020. Engineering design 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>
				Not Started



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

6 COMMUNITY AMENITIES

6 1 Identify and invest in local and regional cultural, recreational, leisure and educational amenities that enhance residents quality of life and promotes tourism.

6 1 1 Complete a recreation survey to determine growth opportunities for areas of interest and age-specific activities and amenities.

Beginning Year: **2013**

Ending Year: **2013**

Update Summary:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-13

Energy Services

Fire

Police

Public Works

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-14

Energy Services

Fire

Police

Public Works

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:

In 2016 the Hanford site was designated as a National Historic Park. The Library will partner with the Los Alamos Public Library and the Oak Ridge Library to provide historical memory of the Manhattan Project.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-16

Energy Services

Fire

Police

Public Works



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

6 1 4 Begin phase two construction of the Reach project.

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>
			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:

<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: **2017**

Update Summary: 2013: Sagebrush Elementary School-Wright Street Fire Station
 2014: HAPO-John Dam Plaza Stage, Pasco Parks & Recreation-Softball Championships
 2015: National Football League-Flag Football, Pasco Parks & Recreation-Softball Championships
 2016: Slide the City, Sunrise Rotary-See3Slam, NW Power Boats Association-Richland Regatta, ARC of the Tri-Cities swim lessons, City of West Richland-Geocoin Challenge, Papa Johns-Pool Parties.Live@5, HAPO Fall Carnival, BMW Winter Wonderland.

<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 1 7 Increase participation within the Tri-Cities, of the Geocoin Challenge event to include 1,000+ participants.

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

Update Summary: 2013: 200 people participated in the challenge, 2014: 225 participate, 2015: 1,254 people participated.2016; 1,400.

<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 2016 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: **2017**

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: **2017**

Update Summary: 2013 the "Jump" sculpture was installed in John Dam Plaza, 2014, the "Tree of Seasons" was installed in the Parkway, 2015, a bust of Colonel Franklin T. Matthias was placed at the Richland Library and in the Uptown a Mural project was completed. In 2016 work is focused on inventorying and maintaining existing artworks. Three new artworks were identified and will be installed as part of the Duportail Street reconstruction 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>
				Ongoing
	<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 2016 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 2016 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.

<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:

<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:

<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 3 Acquire additional Natural Open Space.

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

Update Summary: 2013, 17 acres of natural open space have been acquired on Little Badger Mountain. No additional Natural Open Space has been acquired in 2014-2016.

<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>
				Ongoing
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

6 3 4 Increase the effectiveness of code enforcement in parks, for leash laws and animal waste issues.

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

Update Summary:

<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:

<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 7 Address Howard Amon Park picnic shelter reconstruction.

Beginning Year: **2014** 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>
				Complete-15
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	<u>Public Works</u>



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

6 3 8 Facilitate Badger Mt. Park upper parking lot expansion.

Beginning Year: **2014** 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>
				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:

<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 2016 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

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-14

Energy Services

Fire

Police

Public Works

Complete-14

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, Most recently buffer standards between commercial and residential properties were adopted. With the implementation of the newly adopted Commercial Buffer Standards, no other action is needed at this time.

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-16

Energy Services

Fire

Police

Public Works

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Complete-13

Energy Services

Fire

Police

Public Works

Complete-13



(2013-2017) City of Richland Strategic Plan 2016 End-of-Year Update

7 1 4 Use the Communications and Marketing Office to develop positive marketing campaigns.

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

Update Summary:

<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: 2013 CDBG funds were utilized to install a new zip line play feature in Goethals Park; 2014 & 2015 funds were used to construct a new playground at Barth park; 2016 funds were used to construct a basketball court in Craighill Park; 2017-18 funds are anticipated to be used for playground safety surfacing at Columbia Playfield.

<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>

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:

<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 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:

<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 2016 End-of-Year Update

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

Complete-13

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

Complete-13

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

Complete-13

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:

City Attorney

Administrative Services

Assistant City Manager

Community and Development Services

Parks and Public Facilities.

Energy Services

Fire

Police

Public Works

Complete-13

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



(2013-2017) City of Richland Strategic Plan 2016 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:

<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>
				<u>Public Works</u>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	In Progress

7 2 3 Complete and implement ADA Transition Plan.

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

Update Summary: Plan completion scheduled for first half of 2017.

<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>Public Works</u>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	In Progress

7 2 4 Include non-motorized connectivity improvements as part of street improvements and overlay 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>Public Works</u>
	<u>Energy Services</u>	<u>Fire</u>	<u>Police</u>	Complete-16



(2013-2017) City of Richland Strategic Plan 2016 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. Grant application to support Phase 2 between Robertson and Stevens is pending before WSDOT.

<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 2017.

<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 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:

<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	

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: **2017**

Update Summary: A revised and rescaled Rental Inspection program has been developed and will be considered for presentation to Council in 2017.

<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 2016 End-of-Year Update

7 3 3 Coordinate marketing of local improvement districts to planned street maintenance projects.

Beginning Year: **2013**

Ending Year: **2014**

Update Summary:

City Attorney

Administrative
Services

Assistant City
Manager

Community and
Development Services

Parks and Public
Facilities.

Energy Services

Fire

Police

Public Works

Complete-14

EXPANDED PROGRAMS



City of Richland
EXPANDED PROGRAM REQUESTS
For Budget Year 2017
Total Proposed for All Funds by Priority

FUND	PRIORITY									TOTAL
	1	2	3	4	5	6	7	8	9	
GENERAL FUND	\$ 152,486	\$ 485,111	\$ 48,950	\$ 23,000	\$ 39,189	\$ 16,389	\$ 17,690	\$ 5,865	\$ 10,465	\$ 799,145
CRIMINAL JUSTICE FUND	-	7,505	-	-	-	-	-	-	-	7,505
CRIMINAL JUSTICE STAX FUND	294,876	-	15,000	-	-	-	-	-	-	309,876
EQUIPMENT MAINTENANCE FUND	88,750	-	15,000	10,000	-	-	-	-	-	113,750
INDUSTRIAL DEVELOPMENT FUND	-	-	-	5,000	-	-	-	-	-	5,000
ELECTRIC FUND	187,932	200,000	-	-	-	-	-	-	-	387,932
WATER FUND	-	-	10,000	-	-	-	-	-	-	10,000
WASTEWATER FUND	94,941	-	-	50,037	-	-	-	-	-	144,978
SOLID WASTE FUND	-	155,000	-	-	-	-	-	-	-	155,000
TOTALS	\$ 818,985	\$ 847,616	\$ 88,950	\$ 88,037	\$ 39,189	\$ 16,389	\$ 17,690	\$ 5,865	\$ 10,465	\$ 1,933,186

City of Richland
EXPANDED PROGRAM REQUESTS
DETAIL LISTING
For Budget Year 2017

Fund	Department	Division	GL Acct	PRIORITY #	KEY #	GOAL #	REQ TYPE	COST ALLOC.	FTE INCREASE	Requested 2017	Recommended & Budgeted 01/01/17	Ongoing	Detail Description
Criminal Justice Sales Tax	Police Services	Criminal Justice Sales Tax/Police	117 131 518887 XXXX 001 120 518887 XXXX	1	1	4	CPP	No		294,876	294,876		Purchase Mobile Data Terminals (MDT) for Fire Dept vehicles and replace General Dynamic (DG) laptop computers for Police Dept. This is needed to enhance public safety
Electric Utility	Energy Services	Electrical Engineering	401 502 534102 XXXX	1	1	5	EXP	No	1.0	187,932	187,932	X	Hire 1.0 FTE - Chief Electrical Engineer position
Equipment Maintenance	Administrative Services	Equipment Maintenance	502 214 548680 XXXX	1	1		EXP	Yes	1.0	88,750	88,750	X	Hire 1.0 FTE - Equipment Maint Technician position to provide support for repairs and maintenance, reducing overtime
General Fund	Assistant City Manager	Communications & Marketing	001 112 557210 3102	1	1	2	EXP	No		9,605	9,605		Purchase the required streamer/encoder which sends the television signal to the provider. The current encoder is nearing its usable life and must be replaced
General Fund	City Attorney	City Clerk	001 102 511310 XXXX	1	1	1	EXP	Yes		17,881	17,881		Hire temporary person to identify, inventory and prepare for disposition on back-log of old records in every City department in preparation of moving into the new City Hall in 2018
General Fund	Community & Development Services	Development Services	001 301 558600 4117	1	1	1	EXP	No		75,000	75,000		10-year Comprehensive Plan update which is required under the State Growth Management Act
General Fund	Parks & Public Facilities	Recreation Admin	001 330 574100 4920	1	6	1	EXP	No		130,000	50,000		Expand event programming to implement Council's waterfront programming expectations
Wastewater Utility	Public Works	Wastewater Maintenance	403 420 597000 5537 503 215 594480 6405	1	1	5	CPP	No		94,941	94,941		Purchase a telescopic boom lift to replace the current boom lift. This was not included in the Equipment Replacement Fund
Electric Utility	Energy Services	Business Services	401 501 534101 4117	2	1	2	EXP	No		200,000	200,000		Hire consultant or team of consultants to evaluate the electric utility's financial strengths and weaknesses
General Fund	Administrative Services	Purchasing	001 212 519700 4116	2	1		EXP	Yes		10,000	10,000	X	Hire temporary/intermittent/contract labor to help in both the warehouse and purchasing divisions to cover staffing shortages and workload (Approved re-evaluate in 2 years)
General Fund	Assistant City Manager	Communications & Marketing	001 112 XXXXXX XXXX	2	1	2	EXP	No		6,995	-	X	Development of an app for use on mobile devices to receive live streaming of meetings, events and on-demand original programming
General Fund	City Attorney	Risk Management	001 900 597000 5521 001 102 514710 9848	2	1	5	EXP	Yes		26,500	6,000		Purchase a vehicle for the Risk & Safety Program Administrator position. Ongoing costs will be approximately \$2900 beginning in 2018- (Approved for only \$4,500 vehicle and \$1,500 O&M = total \$6,000)
General Fund	Community & Development Services	Development Services	001 301 558600 4116	2	7	1	EXP	No		85,600	45,000		Provide funding for temporary building inspector to keep up with anticipated workloads
General Fund	Fire Services	Fire & Emergency Services	001 120 52220X 6414	2	1	6	CPP	No		366,000	366,000		Replace existing Self-Contained Breathing Apparatus (SCBA) that are aging. Grant matching funds from AFG program will be \$329,400 - City portion is \$36,600
General Fund	Parks & Public Facilities	Facilities	001 900 597000 5521 503 215 594480 6405	2	2	2	CPP	No		58,111	58,111		Purchase John Deere ProGator 2020 Select Spray equipment for pesticide and herbicide use. Current equipment is 16 years old and costly repeated repairs continue
Criminal Justice Fund	Police Services	Police	001 130 518887 4902	2	1	4	EXP	No		7,505	7,505	X	Licensing agreement for Adventos Smartforce - consulting services for Office 365 and SharePoint online PD solution. The ongoing renewal will be \$12,500 annually (2017 request is the difference of what is needed)
Solid Waste Utility	Public Works	Solid Waste Administration	404 431 537100 4117	2	1	3	EXP	No		155,000	155,000		Contract legal counsel and environmental engineering expertise to complete required compliance for evaluation and premeditation of releases of hazardous waste to landfill and surrounding areas
Equipment Maintenance	Administrative Services	Equipment Maintenance	502 214 594480 6414	3	1		CPP	Yes		15,000	15,000		Replace existing parts washer due to age of equipment and continual costs for repair
General Fund	City Attorney	City Attorney	001 102 515100 4202	3	1	3	EXP	No		20,000	20,000	X	Cover potential increase to legal expenses related to development activities
Criminal Justice Sales Tax	Fire Services	Fire & Emergency Services	117 XXX XXXXXX XXXX	3	1	6	EXP	No		15,000	15,000		Purchase missing and marginal tools to align with current operational needs
General Fund			001 120 522200 6414	3						15,450	15,450		(Total \$30,450 = Criminal Justice Sales Tax portion \$15,000 and General Fund \$15,450)
General Fund	Parks & Public Facilities	Facilities	001 335 576100 310X	3	6	1	EXP	No		13,500	13,500	2017 & 2018	Increase field maintenance for tournament level fields (Wiser Field and Little League Fields at Badger Mt. Park, Jefferson Park and Claybell Park)
Water Utility	Public Works	Water Operations	402 412 534800 3514	3	5	3	CPP	No		10,000	10,000		Replace 2 regulatory required treatment facility on-line chlorine analyzers and 2 on-line pH meters
Equipment Maintenance	Administrative Services	Equipment Maintenance	502 214 594480 6414	4	1		CPP	Yes		10,000	10,000		Replace existing A/C machine due to age of equipment and continual costs for repair

City of Richland
EXPANDED PROGRAM REQUESTS
DETAIL LISTING
For Budget Year 2017

Fund	Department	Division	GL Acct	PRIORITY #	KEY #	GOAL #	REQ TYPE	COST ALLOC.	FTE INCREASE	Requested 2017	Recommended & Budgeted 01/01/17	Ongoing	Detail Description
General Fund	Fire Services	Fire & Emergency Services	001 120 522102 4802	4	1	6	EXP	No		10,000	10,000	2017 & 2018	Establish funding in the VHF budget for repairs to radio system provided by outside contractors
General Fund	Police Services	Police	001 130 521210 XXXX	4	1	1	CPP	No		13,000	13,000		Replace current freezer and refrigerator/freezer needed for evidence storage facility. Replacement is necessary due to age of current equipment and following recommended best practices
Industrial Development Fund	Community & Development Services	Business & Economic Development	112 305 559100 4133	4	3	5	EXP	No		5,000	5,000		Additional signage needed for Horn Rapids Industrial area
Wastewater Utility	Public Works	Wastewater Maintenance	403 423 535500 6414	4	2	2	CPP	No		50,037	50,037		Purchase backup "pan & tilt" zoom camera and camera transporter for TV truck
General Fund	Administrative Services	Purchasing	001 212 519700 XXXX	5	1		EXP	Yes		9,189	9,189	X	Increase temporary seasonal Warehouse Worker I from six (6) months seasonal work to eight (8) months for the additional help needed during busier months
General Fund	Police Services	Police	001 130 521220 3501	5	7	1	EXP	No		30,000	30,000		Purchase 15 patrol style rifles needed for on-duty and activated Law Enforcement officers
General Fund	Administrative Services	Human Resources	001 220 516200 XXXX	6	1	2	EXP	Yes		33,000	16,389		Increase the part-time position (HR Generalist position) to full-time for 6 months to cover for staff shortages due to planned leaves.
General Fund	Police Services	Police	001 130 521220 XXXX	6	1	4	EXP	No		7,500	-	X	Increase budget for Street Crimes Unit (SCU) to meet the ever changing demands on combating criminal activities
General Fund	Police Services	Police	001 130 XXXXXX XXXX	7	7	1	EXP	No		17,690	17,690		iPhone 6 with data plan & protective cases for the all commissioned police personnel.
General Fund	Police Services	Police	001 130 521100 6417	8	7	1	CPP	No		5,865	5,865		12x20 storage shed for excess RPD property. This provides additional storage and utilizing the garage for its intended purpose
General Fund	Police Services	Police	001 130 521200 3501	9	7	1	EXP	No		14,950	10,465		Purchase 10 AEDs to be used in Police offices as well as first responder's vehicles (supervisor vehicles and district vehicles) - (Approved only 7 AEDs)
TOTAL - ALL FUNDS									2.0	\$ 2,109,877	\$ 1,933,186		



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 2017 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 2017 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 2017 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 website at www.ci.richland.wa.us.

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 Department Directors 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 2017-2030 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 2017 – 2030 Capital Improvement Plan:

The 2017-2030 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 2017 projects require keys and goals that are directly tied to the City's Strategic Plan. Several of the 2017 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 2017 is \$61,500,644, with funding identified and budgeted for 57 projects. The following table presents all projects by category and identifies funding sources for each project. Additionally, a summary list of the six-year review by category with funding sources is listed for each year. For detail of these capital projects, you can view the entire Capital Improvement Plan document online at www.ci.richland.wa.us.





Project Costs and Funding Sources

Table with columns: Department, Strategic Leadership Project?, Project #, 2017 Project Costs, Benton County Rural Dev Funds (City), Benton PUD Contributions, Bonds - Future Issue, Bonds - Prior Issue, Business License Reserve Fund, Capital Lease/RT Debt Proceeds, CDBG Funds, Criminal Justice Sales Tax, Developer Deposits, Donations, Electric Fund, Equipment Maint Fund, Equipment Reserves, Facility Fees, Federal Earnmark Funding, General Fund, Grants, Healthcare Benefits Fund, Hotel/Motel-Lodging Funds, Impact Fees, Industrial Development Fund, Irrigation Utility Rate Revenue, Library Capital Reserve, Medical Services Fund, Parks Reserve Fund (Undesignated), Public Works Admin & Eng, RAISE (LRF), Rate Revenue, REET-RE Excess Tax 1st 1/4%, REET-RE Excess Tax 2nd 1/4%, Sewer Coll Sys Renewal & Replc, Solid Waste Closure & Gen O&Bonds, Solid Waste Fund, Stormwater Fund, Streets Fund (GF), Transportation Benefit District, Utility Occ Tax Increase, Wastewater Facility Fees, Wastewater Fund, Water Dist Sys Renewal & Replc, Water Facility Fees, Water Fund, Total Funding Needed.



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Summary - Project Costs by Department/Year

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Electric		0	11,389,000	17,459,000	11,473,000	8,730,000	9,992,000	9,070,000	13,641,000	81,754,000
Municipal		945,894	3,708,755	7,397,350	6,530,653	8,775,295	4,410,508	13,695,065	3,021,733	48,485,253
Parks		3,403,886	462,500	1,023,000	2,050,000	3,325,000	2,205,000	2,305,000	3,625,000	18,399,386
Solid Waste		0	294,991	215,000	1,195,000	6,910,000	3,555,000	0	0	12,169,991
Stormwater		1,363,686	681,121	354,000	1,160,000	362,000	413,000	722,000	1,018,000	6,073,807
Transportation		21,546,251	6,494,888	8,549,430	21,360,200	14,526,200	12,070,000	16,738,345	7,290,000	108,575,314
Wastewater		10,008,349	1,586,666	5,082,000	2,313,000	2,387,000	2,465,000	3,074,000	2,629,000	29,545,015
Water		31,701,243	3,824,043	3,276,000	7,253,000	3,882,000	5,000,000	2,843,000	1,057,000	58,836,286
Waterfront		3,889,741	2,918,691	18,144,864	866,000	586,000	756,000	870,000	5,180,000	33,211,296
Report Total:		72,859,050	31,360,655	61,500,644	54,200,853	49,483,495	40,866,508	49,317,410	37,461,733	397,050,348



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Electric Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Electric										
PROJECT COSTS										
Dallas Rd Area Improvements	ES130001	0	212,000	1,097,000	1,098,000	2,562,000	3,160,000	0	1,093,000	9,222,000
Electrical Substation Improvements	ES130007	0	1,443,000	2,114,000	0	0	0	0	2,774,000	6,331,000
Equipment Storage and Maintenance Repair Shop	ES130012	0	0	0	0	0	636,000	0	0	636,000
Hanford Substation	ES130002	0	0	0	0	0	0	0	4,300,000	4,300,000
Kingsgate Substation	ES130003	0	0	0	0	0	2,118,000	2,118,000	0	4,236,000
Leslie Rd Substation	ES130004	0	2,319,000	5,099,000	2,663,000	0	0	0	0	10,081,000
Line Extensions	ES130008	0	800,000	1,006,000	1,006,000	1,006,000	1,006,000	1,006,000	1,006,000	6,836,000
Major Equipment Purchases	ES160001	0	0	0	265,000	0	488,000	0	318,000	1,071,000
Purchase Southwest Service Area Infrastructure	ES130009	0	462,000	150,000	0	0	0	200,000	0	812,000
Renewal & Replacement	ES130010	0	2,781,000	1,761,000	959,000	755,000	1,191,000	1,267,000	3,119,000	11,833,000
Smart Grid / Advanced Metering Infrastructure	ES130005	0	300,000	2,735,000	3,735,000	3,830,000	0	0	0	10,600,000
Systems Improvements	ES130011	0	3,072,000	3,497,000	1,747,000	577,000	1,393,000	4,479,000	1,031,000	15,796,000
Electric Total:		0	11,389,000	17,459,000	11,473,000	8,730,000	9,992,000	9,070,000	13,641,000	81,754,000
FUNDING SOURCES										
Benton PUD Contributions		0	250,000	400,000	400,000	150,000	50,000	0	0	1,250,000
Bonds - Future Issue		0	0	0	6,067,000	3,830,000	3,847,000	3,190,000	5,021,000	21,955,000
Bonds - Prior Issue		0	7,489,000	12,509,000	1,256,000	0	0	0	0	21,254,000
Facility Fees		0	600,000	750,000	750,000	750,000	750,000	800,000	1,800,000	6,200,000
RAISE (LRF)		0	0	800,000	0	0	80,000	80,000	20,000	980,000
Rate Revenue		0	3,050,000	3,000,000	3,000,000	4,000,000	5,265,000	5,000,000	6,800,000	30,115,000
Electric Total:		0	11,389,000	17,459,000	11,473,000	8,730,000	9,992,000	9,070,000	13,641,000	81,754,000



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Municipal Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Municipal										
PROJECT COSTS										
Animal Control Shelter	MN130001	0	400,000	1,100,000	0	0	0	0	0	1,500,000
Broadband Fund-Leased Extensions	MN160001	0	0	200,000	0	0	0	0	0	200,000
Broadband Initiative	MN150019	0	100,000	0	0	0	0	0	0	100,000
Equipment Replacement Program	MN140016	945,894	2,958,755	3,671,350	4,297,903	3,198,457	4,410,508	3,442,824	3,021,733	25,947,424
ERP System (Financial System)	MN140018	0	250,000	2,426,000	2,232,750	1,576,838	0	0	0	6,485,588
Fire Station - Badger Mountain South	MN130007	0	0	0	0	0	0	4,530,899	0	4,530,899
Fire Station - Horn Rapids Area	MN130009	0	0	0	0	0	0	5,721,342	0	5,721,342
Fire Station 73 - Replacement Station	MN130005	0	0	0	0	4,000,000	0	0	0	4,000,000
Municipal Total:		945,894	3,708,755	7,397,350	6,530,653	8,775,295	4,410,508	13,695,065	3,021,733	48,485,253
FUNDING SOURCES										
Capital Lease/LT Debt Proceeds		0	0	810,000	0	0	0	0	0	810,000
Criminal Justice Sales Tax		174,000	96,000	69,046	61,817	53,060	54,122	55,204	56,308	619,557
Electric Fund		175,000	334,250	817,180	626,198	883,569	281,377	289,819	298,513	3,705,906
Equipment Maint Fund		12,989	13,639	94,605	74,443	37,007	16,578	17,407	18,277	284,945
Equipment Reserves		(1,116,325)	501,540	1,098,543	1,600,446	324,689	1,341,852	198,301	(413,495)	3,535,551
Facility Fees		0	0	100,000	0	0	0	0	0	100,000
General Fund		544,866	1,262,810	2,877,007	2,049,808	1,179,607	908,117	953,523	1,001,199	10,776,937
Healthcare Benefits Fund		0	0	158,053	16,392	0	0	0	0	174,445
Industrial Development Fund		0	100,000	17,808	5,253	0	0	0	0	123,061
Medical Services Fund		125,000	129,250	178,410	166,338	161,413	151,938	159,535	167,512	1,239,396
Public Works Admin & Eng		10,000	10,500	55,689	80,228	12,271	12,763	13,401	14,071	208,923
Rate Revenue		0	0	100,000	0	0	0	0	0	100,000
Service Agreement Revenue		0	0	0	0	4,000,000	0	0	0	4,000,000
Solid Waste Fund		685,000	745,500	112,655	854,393	912,499	896,525	941,352	988,419	6,136,343
Stormwater Fund		52,368	85,671	107,793	92,218	119,773	91,359	94,099	96,922	740,203
Streets Fund (GF)		90,000	144,500	191,417	205,822	169,781	175,641	184,423	193,644	1,355,228
Unfunded		0	0	0	0	0	0	10,252,241	0	10,252,241
Wastewater Fund		108,570	151,784	288,489	328,269	440,928	270,157	283,665	297,849	2,169,711
Water Fund		84,426	133,311	320,655	369,028	480,698	210,079	252,095	302,514	2,152,806
Municipal Total:		945,894	3,708,755	7,397,350	6,530,653	8,775,295	4,410,508	13,695,065	3,021,733	48,485,253



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Parks Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Parks										
PROJECT COSTS										
Badger Mountain Park	PR130001	603,502	135,000	70,000	0	1,500,000	0	0	0	2,308,502
By-Pass Shelterbelt	PR160001	456,458	0	0	0	0	250,000	250,000	250,000	1,206,458
City of Richland Shops Buildings, 100, 200 & 300	PR160002	0	0	0	725,000	0	0	0	0	725,000
Citywide Safety and Security Improvements	PR160005	0	0	91,000	20,000	10,000	10,000	10,000	0	141,000
Conversion of State Funded Recreation Land Mitigation	PR160006	0	0	60,000	0	0	0	0	0	60,000
Craighill Park	PR150019	0	50,000	0	0	0	0	0	0	50,000
Drollinger Park	PR130007	60,000	0	0	60,000	0	0	0	0	120,000
Gala Park	PR130012	295,886	32,500	0	0	70,000	0	0	0	398,386
Hanford Legacy Park	PR130003	247,541	0	0	0	500,000	700,000	500,000	700,000	2,647,541
Horn Rapids Athletic Complex	PR160003	0	0	50,000	150,000	150,000	150,000	150,000	0	650,000
Library Upgrade of RFID Hardware & Software at Book Drop	PR160004	0	0	115,000	0	0	0	0	0	115,000
Municipal Facilities Ongoing Maintenance	PR140020	1,560,499	100,000	270,000	300,000	300,000	300,000	600,000	300,000	3,730,499
Park, Facility & Trail Signage	PR140009	100,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	275,000
Parks Facilities Ongoing Maintenance	PR140021	40,000	100,000	302,000	750,000	750,000	750,000	750,000	750,000	4,192,000
Tree Replacement	PR130016	40,000	20,000	40,000	20,000	20,000	20,000	20,000	0	180,000
West Village Park at Badger Mountain South	PR130005	0	0	0	0	0	0	0	1,600,000	1,600,000
Parks Total:		3,403,886	462,500	1,023,000	2,050,000	3,325,000	2,205,000	2,305,000	3,625,000	18,399,386
FUNDING SOURCES										
CDBG Funds		0	50,000	0	0	0	0	0	0	50,000
Criminal Justice Sales Tax		0	0	91,000	20,000	10,000	10,000	10,000	0	141,000
Donations		43,580	35,000	0	0	0	0	0	0	78,580
Electric Fund		84,250	33,700	14,760	260,725	16,400	16,400	16,400	16,400	459,035
Equipment Maint Fund		0	0	6,921	7,690	7,690	7,690	7,690	7,690	45,371
General Fund		1,633,457	38,900	215,280	521,225	239,200	239,200	239,200	239,200	3,365,662
Grant - RCO		215,676	0	0	0	500,000	500,000	0	1,000,000	2,215,676
Hotel/Motel-Lodging Funds		237,541	0	0	0	500,000	0	500,000	0	1,237,541
Industrial Development Fund		0	0	60,000	0	0	0	0	0	60,000
Library Capital Reserve		0	0	115,000	0	0	0	300,000	0	415,000
LTGO Bond Fund		15,000	0	0	0	0	0	0	0	15,000
Medical Services Fund		0	1,700	0	0	0	0	0	0	1,700
Medical Services Fund		0	0	0	12,325	0	0	0	0	12,325
Park District 1		31,000	0	0	60,000	0	0	0	0	91,000
Parks Reserve Fund		248,246	0	0	0	0	0	0	0	248,246
Parks Reserve Fund (Undesignated)		201,500	20,000	20,000	20,000	20,000	20,000	20,000	20,000	341,500
Parks Reserve-Park District 4		0	0	0	0	0	0	0	1,100,000	1,100,000
Parks Reserve-Park District 5		384,386	132,500	0	0	170,000	0	0	0	686,886
Public Works Admin & Eng		0	0	2,763	3,070	3,070	3,070	3,070	3,070	18,113
REET-RE Excise Tax 1st 1/4%		225,000	125,000	467,000	155,000	155,000	605,000	405,000	455,000	2,592,000
Solid Waste Fund		6,250	2,500	1,782	20,105	1,980	1,980	1,980	1,980	38,557
Stormwater Fund		4,500	1,800	1,080	14,250	1,200	1,200	1,200	1,200	26,430
Streets Fund (GF)		0	0	8,262	9,180	9,180	9,180	9,180	9,180	54,162
Unfunded		0	0	0	770,000	1,670,000	770,000	770,000	750,000	4,730,000
Wastewater Fund		21,500	8,600	8,253	71,520	9,170	9,170	9,170	9,170	146,553
Water Fund		32,000	12,800	10,899	104,910	12,110	12,110	12,110	12,110	209,049
WCIA Insurance Settlement Pmt		20,000	0	0	0	0	0	0	0	20,000
Parks Total:		3,403,886	462,500	1,023,000	2,050,000	3,325,000	2,205,000	2,305,000	3,625,000	18,399,386



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Solid Waste Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Solid Waste										
PROJECT COSTS										
Disposal Capacity Improvements	SW130002	0	143,512	0	1,175,000	6,685,000	0	0	0	8,003,512
Groundwater Contamination Management	SW150007	0	151,479	50,000	0	0	0	0	0	201,479
Landfill Closure, Phase 2	SW130003	0	0	0	0	225,000	3,555,000	0	0	3,780,000
Solid Waste Facility Improvements	SW160001	0	0	165,000	20,000	0	0	0	0	185,000
Solid Waste Total:		0	294,991	215,000	1,195,000	6,910,000	3,555,000	0	0	12,169,991
FUNDING SOURCES										
Bonds - Future Issue		0	0	0	1,175,000	6,685,000	0	0	0	7,860,000
Rate Revenue		0	294,991	215,000	20,000	0	0	0	0	529,991
Solid Waste Fund (Rsv for closure)		0	0	0	0	225,000	3,555,000	0	0	3,780,000
Solid Waste Total:		0	294,991	215,000	1,195,000	6,910,000	3,555,000	0	0	12,169,991



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Stormwater Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Stormwater										
PROJECT COSTS										
Leslie Road Storm Drain Replacement	ST160001	0	0	0	839,000	0	0	0	0	839,000
Stormwater Rehabilitation & Replacement	ST130001	992,156	147,934	200,000	226,000	240,000	255,000	270,000	285,000	2,616,090
Water Quality Retrofit Program	ST130006	371,530	533,187	154,000	95,000	122,000	158,000	452,000	733,000	2,618,717
Stormwater Total:		1,363,686	681,121	354,000	1,160,000	362,000	413,000	722,000	1,018,000	6,073,807
FUNDING SOURCES										
Grant - WA State Dept of Ecology		371,530	388,187	0	0	0	0	0	0	759,717
Grant Funds (Unsecured)		0	0	115,500	71,250	91,500	118,500	339,000	549,750	1,285,500
Rate Revenue		992,156	292,934	238,500	1,088,750	270,500	294,500	383,000	468,250	4,028,590
Stormwater Total:		1,363,686	681,121	354,000	1,160,000	362,000	413,000	722,000	1,018,000	6,073,807



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Transportation Projects

Table with columns: Department, Project #, \$ through 2015, Budget Rem. 2016, 2017, 2018, 2019, 2020, 2021, 2022, Total. Includes sub-section 'Transportation PROJECT COSTS' with various project entries and a total row.

FUNDING SOURCES

Table with columns: Funding Source, 2013 BFCOG STP Funding Dist, Benton County Rural Dev Funds (City), Business License Reserve Fund, CDBG Funds, City of Kennewick (RR Negotiation), Developer Contribution (ROW), Developer Deposits, Federal Appropriation (2013 Budget), Federal Earmark Funding, General Fund, General Fund (in Lieu of PWTF Debt Svc), General Obligation Bonds (TBD), Grant - (Unsecured), Grant - STP Fund - COG (Unsecured), Grant - TIB (Unsecured), Grant Funds (Unsecured), HSIP Funds (Secured), Impact Fees, Industrial Development Fund, LTGO 98 Fund, Private Partner, Public Works Trust Fund Loan, REET-RE Excise Tax 1st 1/4%, REET-RE Excise Tax 2nd 1/4%, Revitalization Grant City Match, Sewer Coll Sys Renewal & Replc, Solid Waste Closure & Gen Ob Bonds, STP - Urban Grant, STP Fund (Secured-COG), STP Fund (Unsecured-COG), STP-UL Funds (Secured), Street Fund - Fuel Tax, Street Fund - Utility Charges, Street Fund - Utility Occupation Tax, Streets M&O Fund, TAP (UL) Grant (Unsecured), TIB Grant, TIB Grant (Unsecured), Transportation Benefit District, Unfunded, WA DOT Safety Grant, Washington State Grant, Water Dist Sys Renewal & Replc, WSDOT Bike/Ped Grant (Unsecured), WSDOT SR 240 Project Funds, and a final Transportation Total row.



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Wastewater Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Wastewater										
PROJECT COSTS										
City View Sewer Relocation	WW160001	0	0	180,000	0	0	0	0	0	180,000
Collection System Renewal & Replacement	WW130001	7,787,459	439,187	2,314,000	1,762,000	1,819,000	1,878,000	2,468,000	2,003,000	20,470,646
Influent Upgrades	WW130003	0	100,000	2,183,000	0	0	0	0	0	2,283,000
Wastewater Treatment Facility Renewal & Replacement	WW130006	2,220,890	1,047,479	405,000	551,000	568,000	587,000	606,000	626,000	6,611,369
Wastewater Total:		10,008,349	1,586,666	5,082,000	2,313,000	2,387,000	2,465,000	3,074,000	2,629,000	29,545,015
FUNDING SOURCES										
Bonds - Future Issue		0	100,000	2,183,000	0	0	0	0	0	2,283,000
Rate Revenue		10,008,349	1,486,666	1,699,000	1,713,000	1,787,000	1,865,000	2,474,000	2,029,000	23,062,015
Wastewater Facility Fees		0	0	1,200,000	600,000	600,000	600,000	600,000	600,000	4,200,000
Wastewater Total:		10,008,349	1,586,666	5,082,000	2,313,000	2,387,000	2,465,000	3,074,000	2,629,000	29,545,015



Capital Improvement Plan

2017 thru 2022

1/9/2017 2:33:51 PM
FIN-BUD-CIP-002-

Water Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Water										
PROJECT COSTS										
Automatic Meter Reading System	WA160001	0	0	235,000	3,000,000	0	0	0	0	3,235,000
Broadmoor Street Conversion from Tapteal I to Tapteal II	WA160005	0	0	0	0	0	0	107,000	0	107,000
Chief Joseph Middle School Irrigation Well	WA150010	0	0	0	150,000	0	0	0	0	150,000
Columbia River Intake Screen Upgrade	WA160002	0	0	0	200,000	100,000	4,330,000	0	0	4,630,000
Core Y Additional PRV	WA160006	0	0	0	0	0	0	406,000	0	406,000
Distribution System Repairs & Replacement	WA130002	28,517,716	693,177	200,000	250,000	300,000	350,000	350,000	500,000	31,160,893
Duportail Street Transmission Main	WA160007	0	0	750,000	0	0	0	0	0	750,000
Duportail Street Well	WA130004	56,655	1,640,545	500,000	0	0	0	0	0	2,197,200
High Meadows St and Leslie Road PRV (Tapteal II and III)	WA160004	0	0	0	0	0	0	102,000	0	102,000
Irrigation Utility Capital Improvements	WA130003	909,158	700,015	230,000	100,000	100,000	100,000	100,000	100,000	2,339,173
Orchard Way Conversion from Tapteal I to Tapteal II	WA160003	0	0	0	0	0	0	35,000	0	35,000
Tapteal I Pump Station Upgrade	WA160010	0	0	0	0	0	50,000	450,000	0	500,000
Tapteal II Loop	WA160008	0	0	0	0	0	114,000	0	0	114,000
Tapteal VI Water Main	WA160009	0	0	0	0	0	0	487,000	0	487,000
Water Treatment Plant Renewal & Replacement	WA130007	2,217,714	449,056	361,000	53,000	383,000	56,000	406,000	457,000	4,382,770
WTP Solids Handling Improvements	WA130006	0	0	0	0	0	0	400,000	0	400,000
Yakima River Crossing Pipeline Replacement	WA130008	0	341,250	1,000,000	3,500,000	2,999,000	0	0	0	7,840,250
Water Total:		31,701,243	3,824,043	3,276,000	7,253,000	3,882,000	5,000,000	2,843,000	1,057,000	58,836,286
FUNDING SOURCES										
Facility Fees		91,655	1,640,545	992,500	1,575,000	0	25,000	631,000	0	4,955,700
Grant - FEMA		0	100,000	750,000	1,143,301	0	0	0	0	1,993,301
Grant - Supplemental/Federal		503,000	0	0	0	0	0	0	0	503,000
Irrigation Utility Rate Revenue		374,399	431,774	230,000	125,000	100,000	100,000	100,000	100,000	1,561,173
Private Development		0	0	0	0	0	114,000	487,000	0	601,000
Public Works Trust Fund Loan		15,525,414	0	0	0	0	0	0	0	15,525,414
Rate Revenue		10,283,766	1,142,233	1,053,500	2,003,000	783,000	406,000	1,000,000	957,000	17,628,499
Revenue Bond Issue		4,923,009	509,491	250,000	2,356,699	2,999,000	4,330,000	0	0	15,368,199
Richland School District		0	0	0	50,000	0	0	0	0	50,000
Surplus Property Sale		0	0	0	0	0	0	400,000	0	400,000
West Richland		0	0	0	0	0	25,000	225,000	0	250,000
Water Total:		31,701,243	3,824,043	3,276,000	7,253,000	3,882,000	5,000,000	2,843,000	1,057,000	58,836,286



Capital Improvement Plan

2017 thru 2022

9/22/2016 2:33:51 PM
FIN-BUD-CIP-002-

Waterfront Projects

Department	Project #	\$ through 2015	Budget Rem. 2016	2017	2018	2019	2020	2021	2022	Total
Waterfront										
PROJECT COSTS										
Columbia Playfield Improvements	WF140007	1,001,522	39,436	513,000	50,000	0	0	300,000	0	1,903,958
Columbia Point Golf Course Clubhouse Food & Beverage	WF160003	0	0	266,000	0	0	0	0	0	266,000
Columbia Point Marina Park	WF150015	148,846	280,000	294,000	0	0	0	0	0	722,846
Community Center Modernization	WF150014	0	45,000	0	0	0	0	0	0	45,000
Fire Station 71 - Replacement Station	WF140004	0	0	0	0	0	0	0	4,950,000	4,950,000
Gateway Entrance Improvements	WF140012	182,137	134,174	36,000	36,000	36,000	36,000	0	0	460,311
Howard Amon Park:Riverfront Trail & Beach Restoration	WF140011	0	180,000	185,400	390,000	320,000	450,000	340,000	0	1,865,400
John Dam Plaza Improvements	WF140008	961,463	489,431	25,000	240,000	200,000	240,000	200,000	200,000	2,555,894
Leslie Groves Park	WF160002	0	0	0	120,000	0	0	0	0	120,000
Richland Public Library Makerspace	WF150016	0	270,000	0	0	0	0	0	0	270,000
Shoreline Enhancement and Deferred Maintenance	WF140010	1,200	58,800	30,000	30,000	30,000	30,000	30,000	30,000	240,000
Swift Corridor: City Hall Replacement	WF140003	1,339,923	1,375,000	16,646,860	0	0	0	0	0	19,361,783
Urban Greenbelt Trail	WF160001	0	0	80,000	0	0	0	0	0	80,000
Waterfront District Vision Plan	WF140002	54,650	46,850	10,000	0	0	0	0	0	111,500
Waterfront Redevelopment Planning Study	WF140001	200,000	0	0	0	0	0	0	0	200,000
Wye Park Improvements	WF160004	0	0	58,604	0	0	0	0	0	58,604
Waterfront Total:		3,889,741	2,918,691	18,144,864	866,000	586,000	756,000	870,000	5,180,000	33,211,296
FUNDING SOURCES										
Bonds - Future Issue		0	0	16,200,000	0	0	0	0	4,950,000	21,150,000
Business License Reserve Fund		133,894	48,000	0	100,000	50,000	90,000	50,000	0	471,894
CDBG Funds		0	0	121,604	50,000	0	0	0	0	171,604
Criminal Justice Sales Tax		0	20,000	0	0	0	0	0	0	20,000
Donations		0	0	100,000	0	0	0	0	0	100,000
Donations (Hapo)		30,000	30,000	0	0	0	0	0	0	60,000
General Fund		19,150	46,850	10,000	0	0	0	0	0	76,000
General Fund - Facility Reserves		178,718	1,375,000	0	0	0	0	0	0	1,553,718
Grant		640,569	459,431	180,000	0	0	0	0	0	1,280,000
Grant - RCO		0	0	310,400	0	150,000	0	170,000	0	630,400
Grant (YAF)		63,846	140,000	0	0	0	0	0	0	203,846
Hotel/Motel-Lodging Funds		69,747	109,436	275,000	60,000	50,000	50,000	50,000	0	664,183
Industrial Development Fund		217,637	0	0	0	0	0	0	0	217,637
Land Sale (Swift & GWW)		111,205	0	0	0	0	0	0	0	111,205
Library Capital Reserve		0	170,000	0	0	0	0	0	0	170,000
Library Const. Fund (Added Parking)		250,000	0	0	0	0	0	0	0	250,000
Library Foundation		0	100,000	0	0	0	0	0	0	100,000
Lodging Tax Grant (Secured)		771,775	0	0	0	0	0	0	0	771,775
LTGO 98 Fund		550,000	0	0	0	0	0	0	0	550,000
LTGO Bond Fund		250,000	0	0	0	0	0	0	0	250,000
Parks Reserve Fund (Undesignated)		128,700	58,800	30,000	30,000	30,000	30,000	30,000	30,000	367,500
Parks Reserve-Park District 2		14,500	0	0	0	0	0	0	0	14,500
Private Funding		50,000	0	0	0	0	0	0	0	50,000
REET-RE Excise Tax 1st 1/4%		250,000	361,174	684,200	456,000	306,000	286,000	570,000	200,000	3,113,374
Right-of-Way Sale (Secured)		160,000	0	0	0	0	0	0	0	160,000
Unfunded		0	0	0	170,000	0	300,000	0	0	470,000
Utility Occ Tax Increase		0	0	233,660	0	0	0	0	0	233,660
Waterfront Total:		3,889,741	2,918,691	18,144,864	866,000	586,000	756,000	870,000	5,180,000	33,211,296

FUND DETAIL



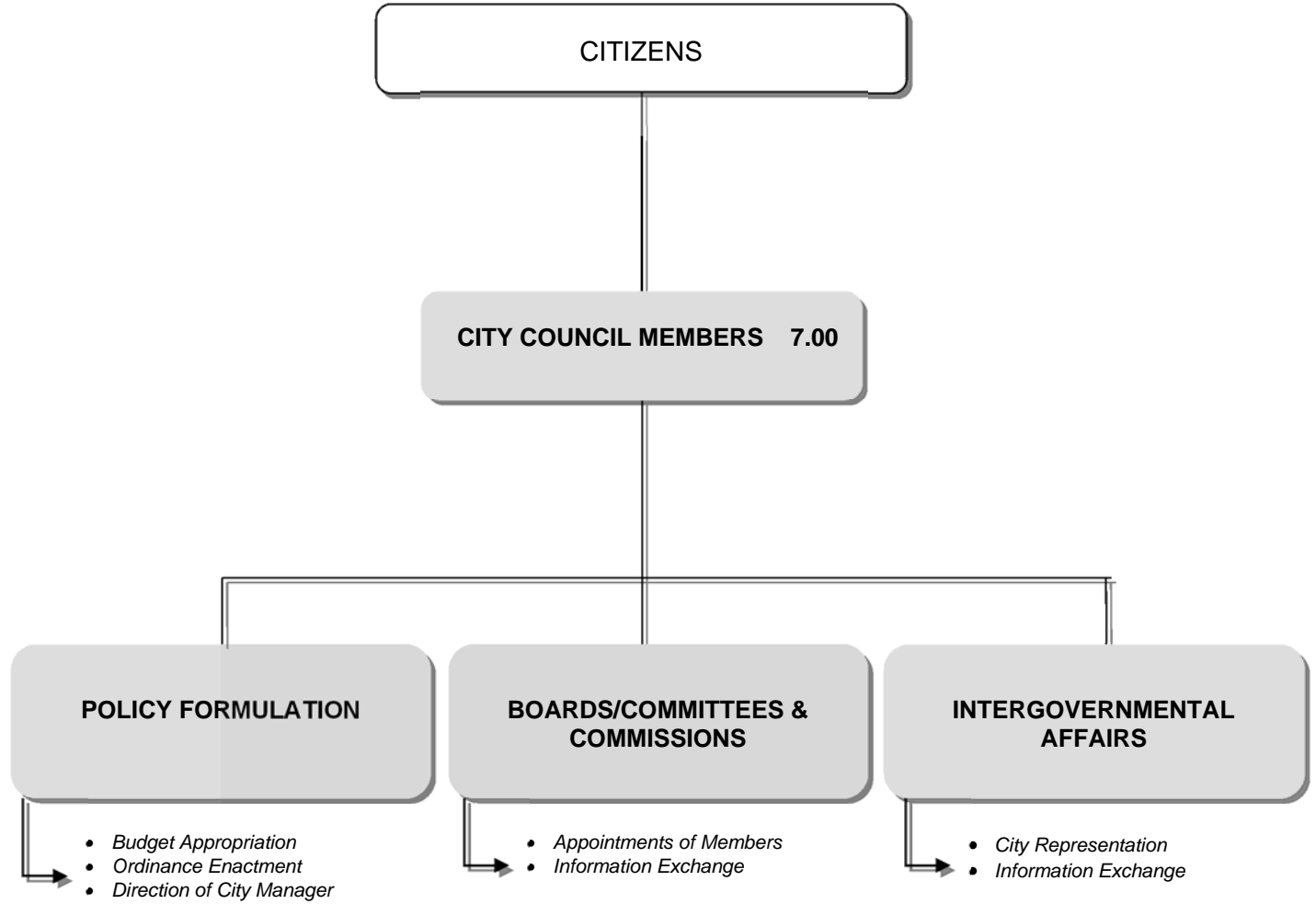
GENERAL FUND



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.

**City Administration
CITY COUNCIL**

2017 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.

2016 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2016 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2017 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	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Citizen satisfaction rating as good to excellent with the job the City is doing in planning for the future	67%	67%	69%	70%

**City Administration
City Council**

Personnel Summary

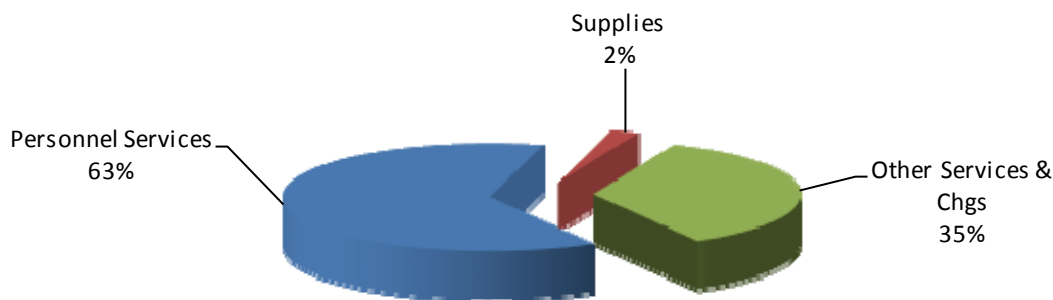
	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Council Members*	7.00	7.00	7.00	7.00	7.00
Total Full-Time Positions:	7.00	7.00	7.00	7.00	7.00

*Including Mayor and Mayor Pro-Tem

Budget Summary

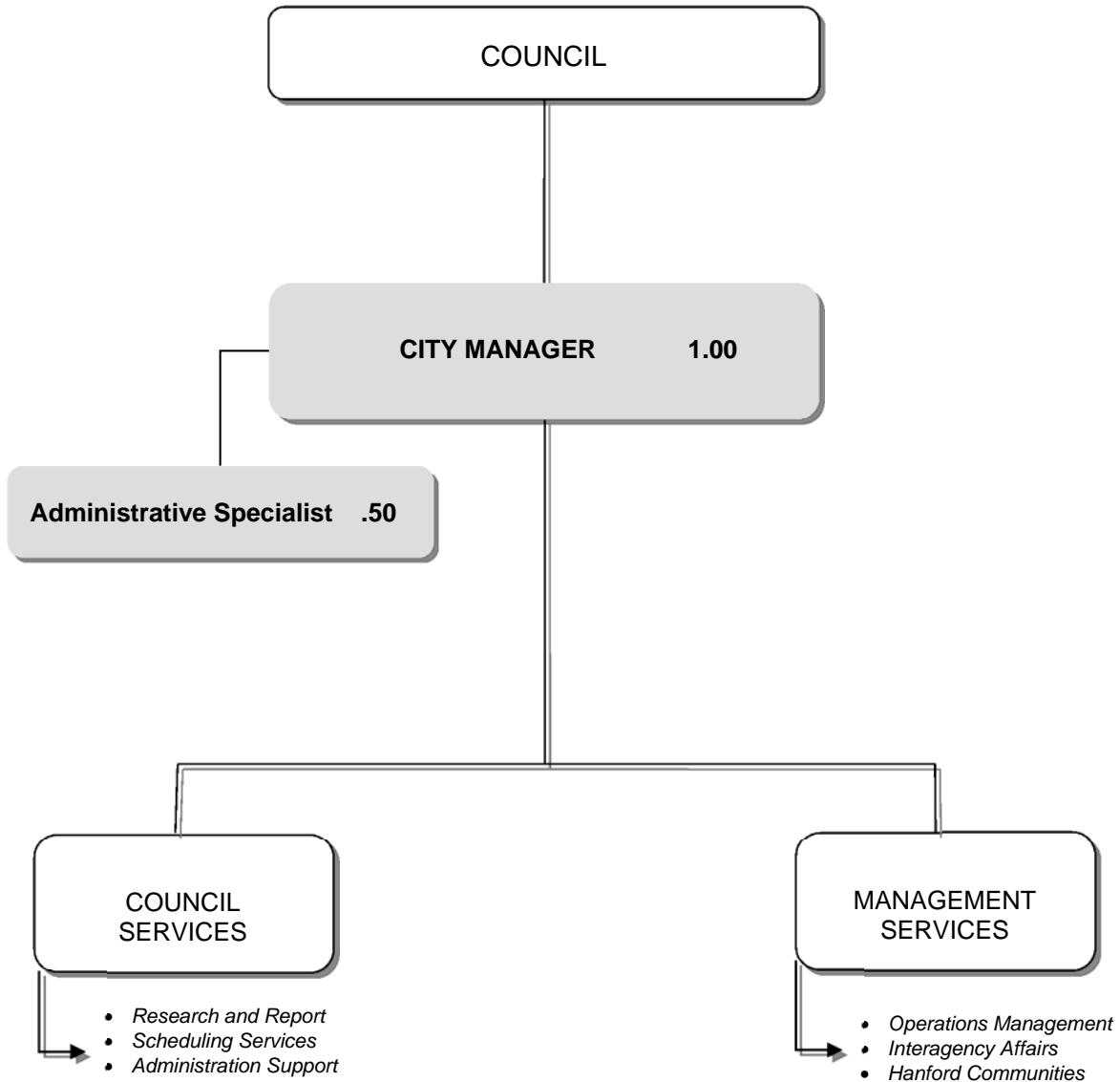
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 113,178	\$ 115,053	\$ 115,053	\$ 117,296	\$ 117,296
Supplies	3,239	4,100	4,100	4,108	4,108
Other Services & Chgs	60,263	65,852	65,852	66,367	66,367
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 176,680	\$ 185,005	\$ 185,005	\$ 187,771	\$ 187,771
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 176,680	\$ 185,005	\$ 185,005	\$ 187,771	\$ 187,771

2017 Budget



**City Administration
CITY MANAGER**

2017 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.

2016 STRATEGIC PLAN ACCOMPLISHMENTS

- Reference section “2016 Accomplishments” for complete Strategic Leadership Plan list of accomplishments

2017 STRATEGIC PLAN – KEY FOCUS AREAS

- Reference section “Strategic Leadership Plan”

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Percentage of residents saying they are getting good to excellent value for their money’s worth for City services and facilities	86%	85%	86%	86%
Employee satisfaction rating	N/A	N/A	N/A	N/A
Number of citizen request management system cases submitted	817	N/A	200	230

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

City Administration City Manager

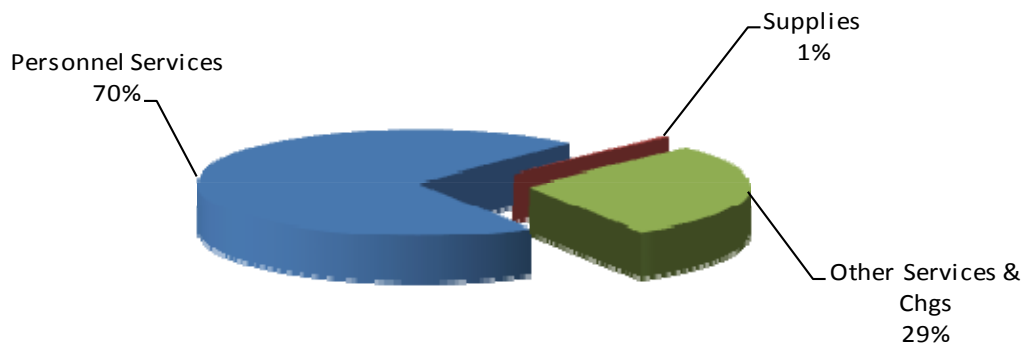
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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

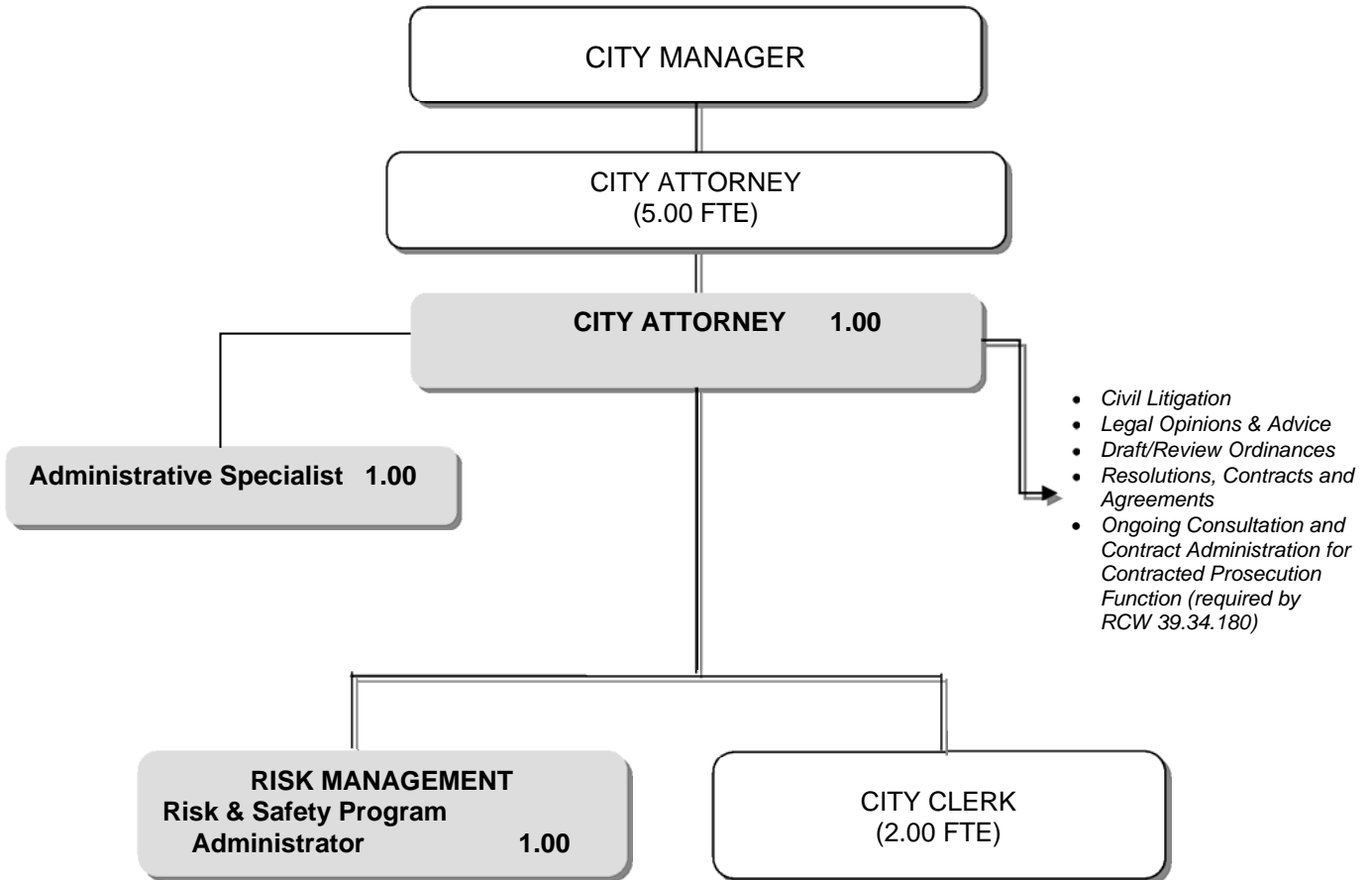
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 303,144	\$ 313,466	\$ 313,466	\$ 333,824	\$ 333,824
Supplies	2,156	2,300	2,300	2,300	2,300
Other Services & Chgs	77,046	138,409	144,809	138,529	138,529
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 382,347	\$ 454,175	\$ 460,575	\$ 474,653	\$ 474,653
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 382,347	\$ 454,175	\$ 460,575	\$ 474,653	\$ 474,653

2017 Budget



**City Administration
CITY ATTORNEY**

2017 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.

PERFORMANCE INDICATORS

Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Average cost per hour – City of Richland’s City Attorney’s Office (includes Legal, Risk Management, City Clerk oversight, and typical Department Head functions)	\$298	\$303	\$321	\$343
Civil Legal Services – average cost per hour: City of Richland City Attorney’s Office (compared to) Contracted Civil Legal Counsel – average hourly rate	\$178	\$181	\$196 \$280	\$215 \$285
Criminal Prosecution – average cost per case	\$119	\$154	\$141	\$143
Criminal cases filed	2,105	1,655	1,818	2,129

City Administration City Attorney

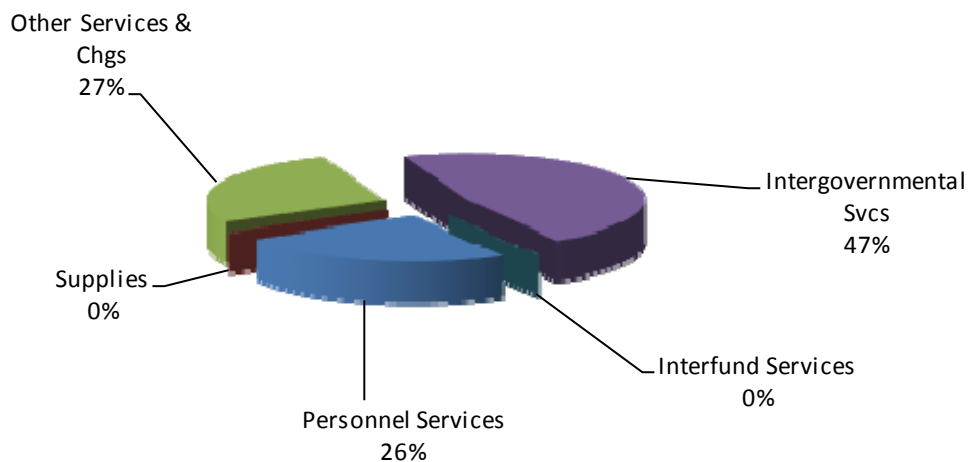
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	1.00	1.00	1.00
Legal Assistant	1.00	0.00	0.00	0.00	0.00
Total Full-Time Positions:	3.00	2.00	3.00	3.00	3.00

Budget Summary

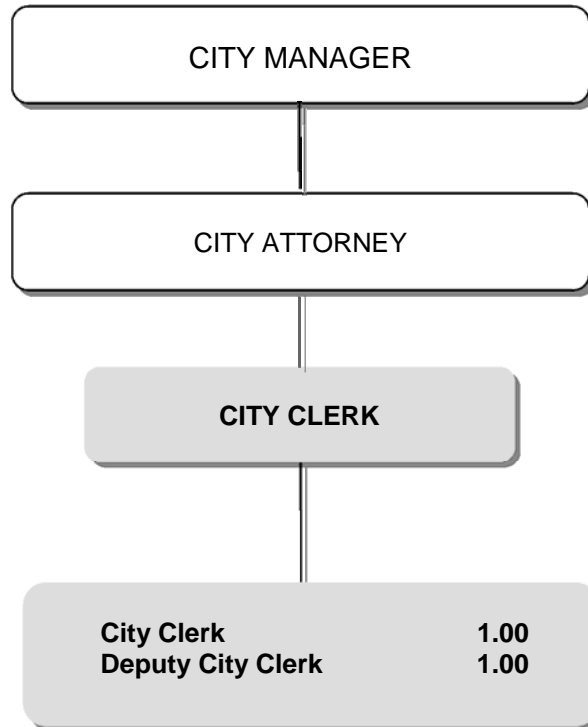
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 277,010	\$ 406,932	\$ 409,932	\$ 423,331	\$ 423,331
Supplies	1,468	2,115	1,565	1,755	1,755
Other Services & Chgs	366,808	400,069	442,619	431,718	451,718
Intergovernmental Svcs	752,070	763,848	763,848	786,763	786,763
Interfund Services	-	-	-	-	1,500
Total Current Expense	\$ 1,397,355	\$ 1,572,964	\$ 1,617,964	\$ 1,643,567	\$ 1,665,067
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,397,355	\$ 1,572,964	\$ 1,617,964	\$ 1,643,567	\$ 1,665,067

2017 Budget



**City Administration
City Attorney
CITY CLERK DIVISION**

2017 FUNCTIONAL CHART



- *Legal Notices*
- *Proclamations*
- *Claims for Damages*
- *Public Records Requests*
- *Council Agenda Management*
- *City Records and Municipal Code Maintenance*
- *Record Management (Retention/Disposition)*
- *Boards, Commissions, Committees Member Management*

**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 responds to public record requests, manages membership for the City’s various Boards, Commissions, and Committees, processes claims for damages, and facilitates communication and information-sharing with staff, City Council, and the public.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Percentage of Council minutes completed and on next agenda	100%	100%	100%	100%
Number of Boards/Commissions/Committees vacancies filled	36	30	25	30
Number of claims for damages received	45	52	51	49
Number of incidents received	33	30	25	29
Number of public record requests received	300	345	385	343
Average number of days to fulfill public record requests	7	9	12	9

**City Administration
City Attorney
City Clerk Division**

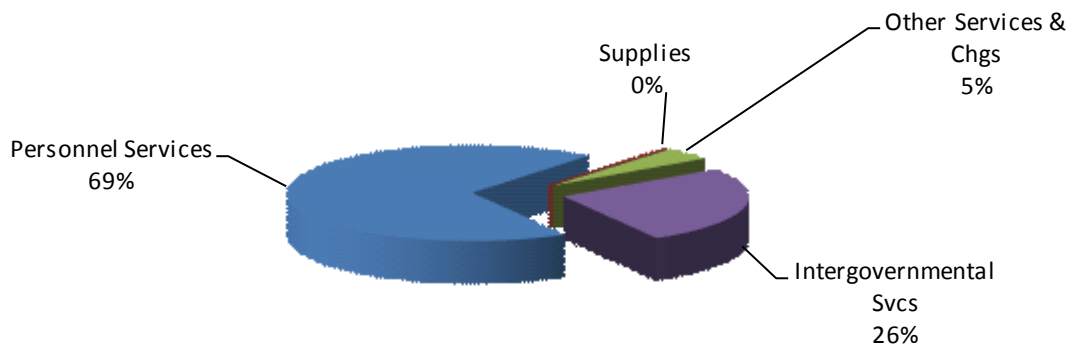
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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

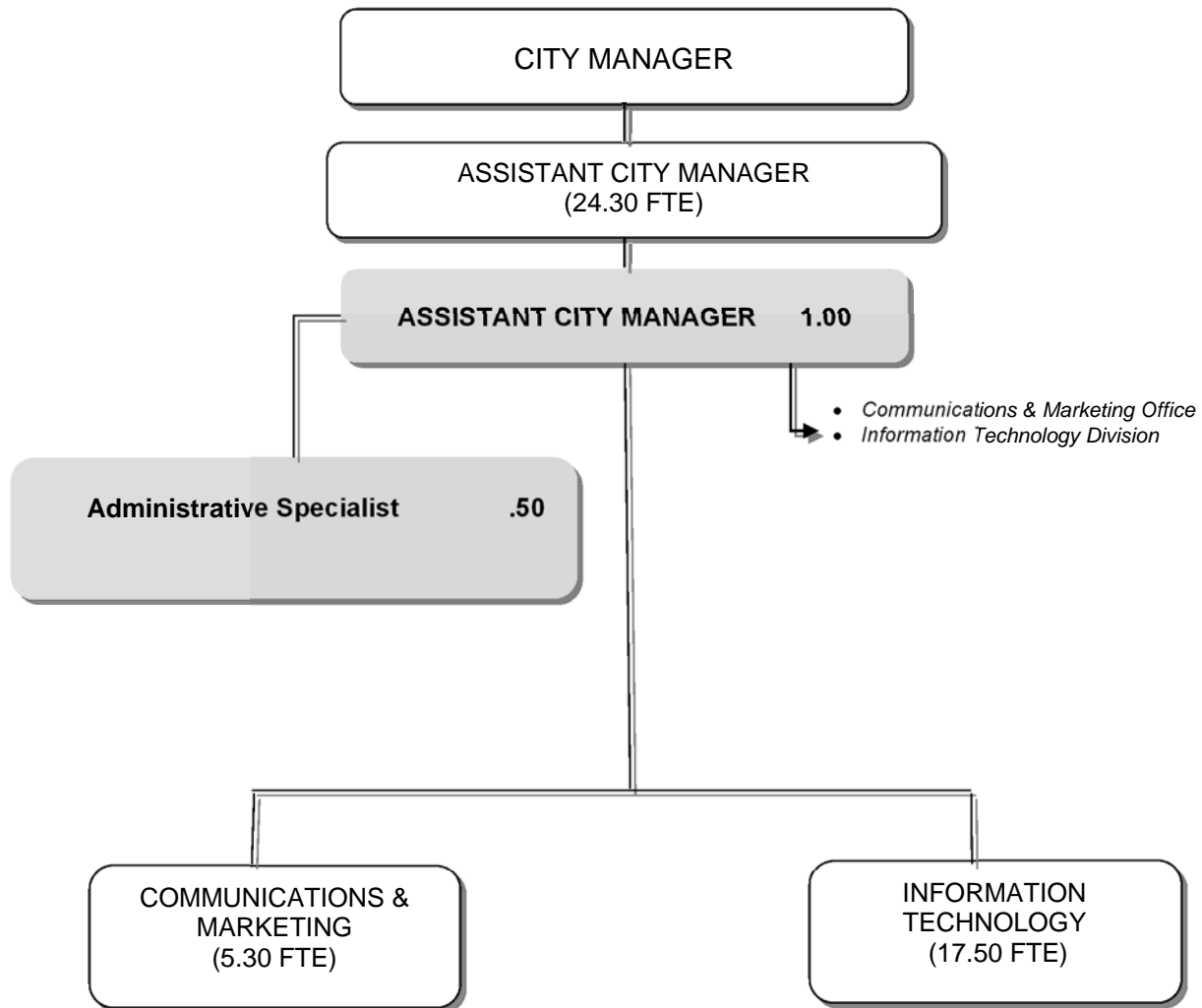
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 211,510	\$ 216,715	\$ 216,715	\$ 221,437	\$ 239,318
Supplies	614	800	800	650	650
Other Services & Chgs	14,942	14,501	14,501	14,951	14,951
Intergovernmental Svcs	84,116	86,000	86,000	91,000	91,000
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 311,181	\$ 318,016	\$ 318,016	\$ 328,038	\$ 345,919
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 311,181	\$ 318,016	\$ 318,016	\$ 328,038	\$ 345,919

2017 Budget



City Administration ASSISTANT CITY MANAGER

2017 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.

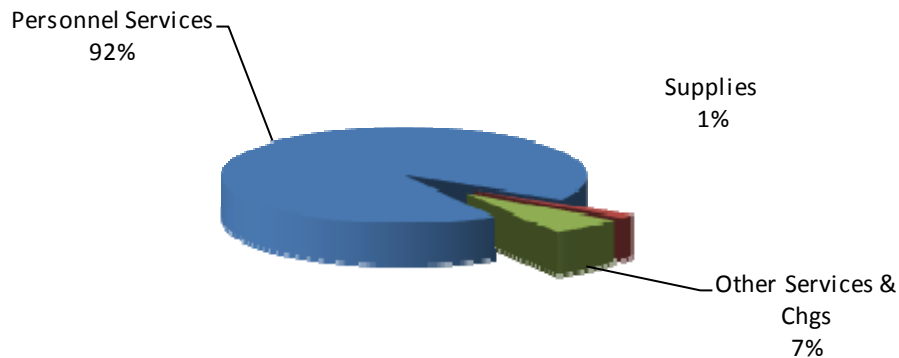
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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

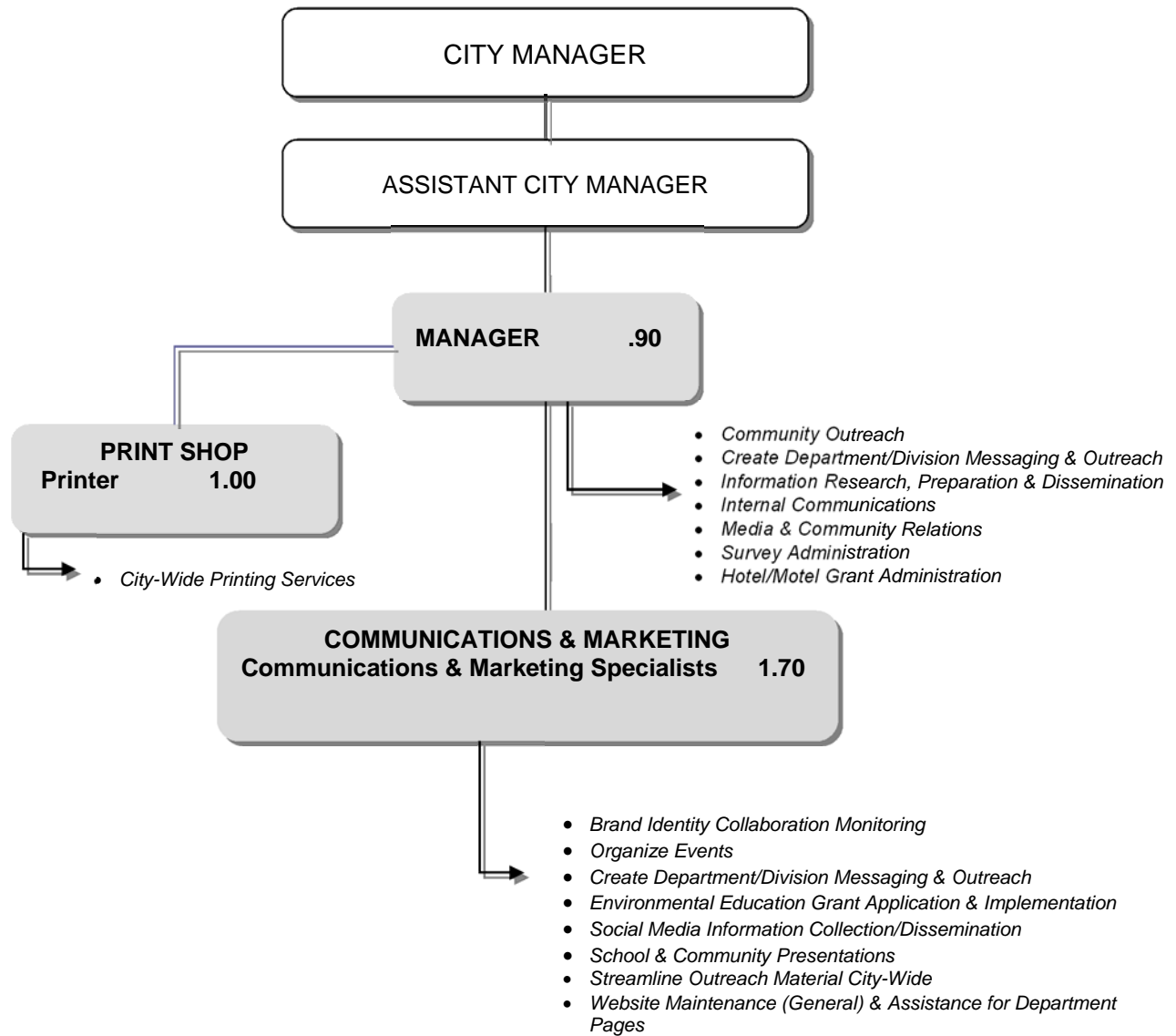
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 237,687	\$ 240,488	\$ 240,488	\$ 261,758	\$ 261,758
Supplies	3,707	4,000	4,000	4,000	4,000
Other Services & Chgs	15,270	24,040	24,040	19,505	19,505
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 256,664	\$ 268,528	\$ 268,528	\$ 285,263	\$ 285,263
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 256,664	\$ 268,528	\$ 268,528	\$ 285,263	\$ 285,263

2017 Budget



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

2017 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.

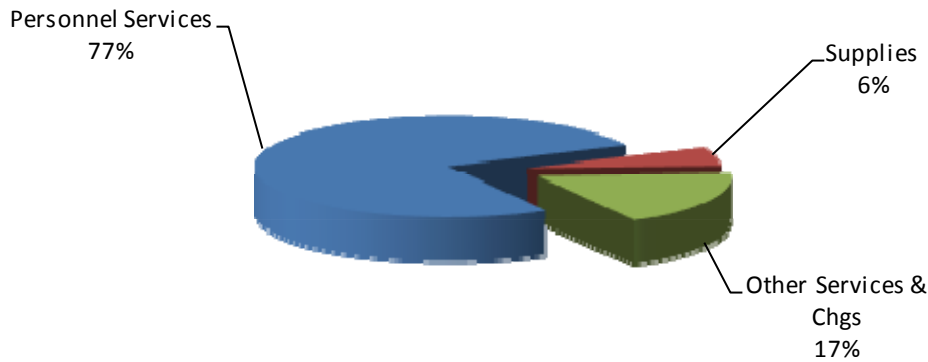
PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Percentage of citizens considering themselves informed about City programs and services	96%	94%	96%	98%
Number of social media (Facebook, Twitter) followers	6,416	9,548	10,885	12,500
Print requests received	549	442	357	264
Print copies processed annually	1,109,225	1,402,231	1,250,000	1,100,000

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

Personnel Summary					
	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Communications & Marketing Manager	0.90	0.90	0.90	0.90	0.90
Communications & Marketing Specialist	1.75	1.70	1.70	1.70	1.70
Printer	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	3.65	3.60	3.60	3.60	3.60

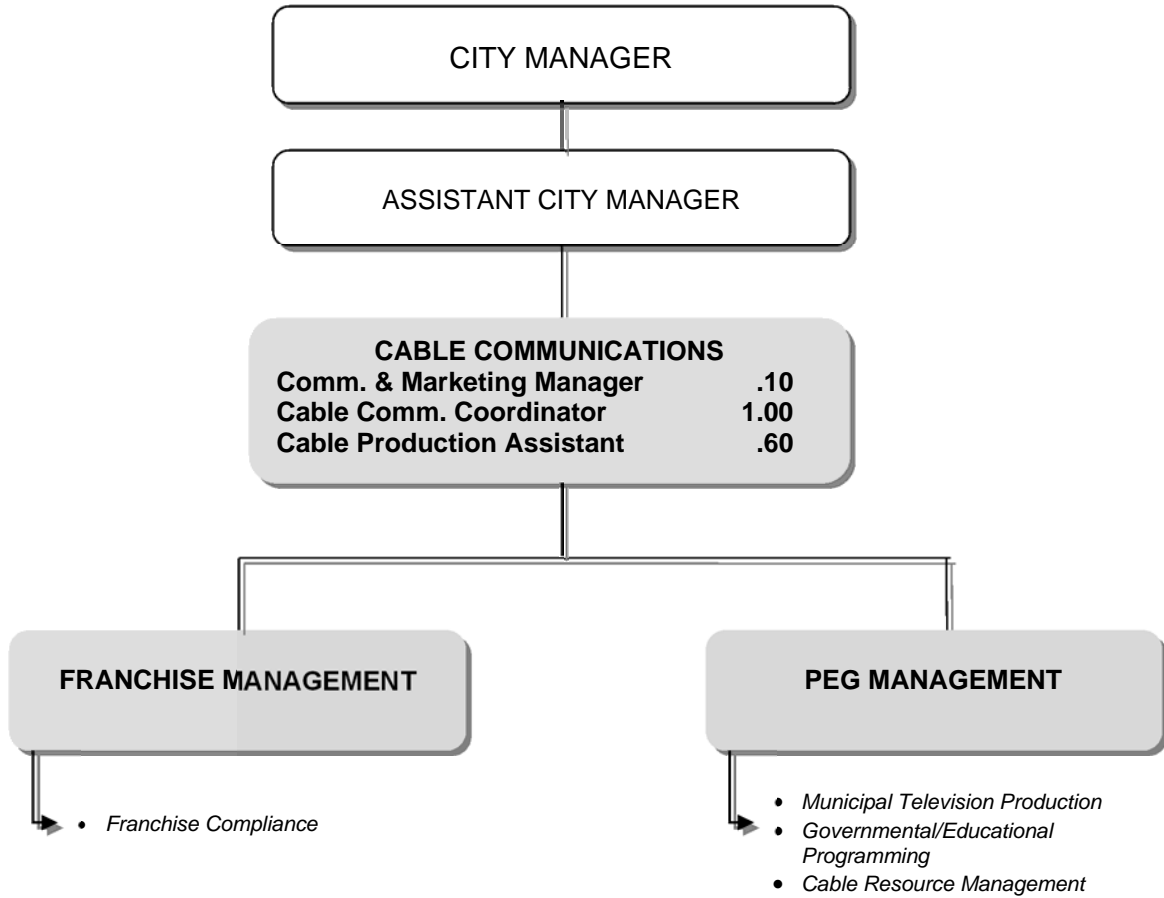
Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 353,353	\$ 369,733	\$ 369,733	\$ 368,789	\$ 368,789
Supplies	2,299	7,178	7,178	29,000	29,000
Other Services & Chgs	62,038	81,582	81,582	83,977	83,977
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 417,690	\$ 458,493	\$ 458,493	\$ 481,766	\$ 481,766
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 417,690	\$ 458,493	\$ 458,493	\$ 481,766	\$ 481,766

2017 Budget



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

2017 FUNCTIONAL CHART



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

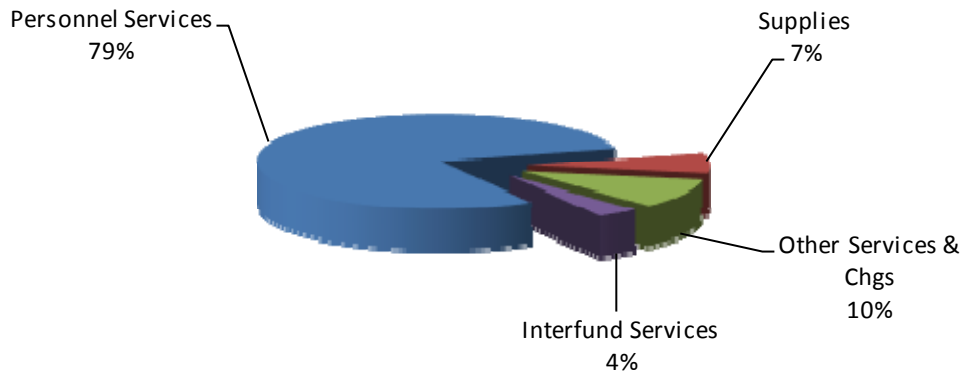
PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Total hours of public meetings televised on CityView, cable channel 192	108	115	125	125
Total number of original programs/PSAs televised on CityView, cable channel 192	79	85	119	120
Views of archived CityView programs	15,668	28,708	39,200	54,000
Number of CityView YouTube views	241,767	287,667	335,000	390,000

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

Personnel Summary					
	2014	2015	2016	2017	2017
	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

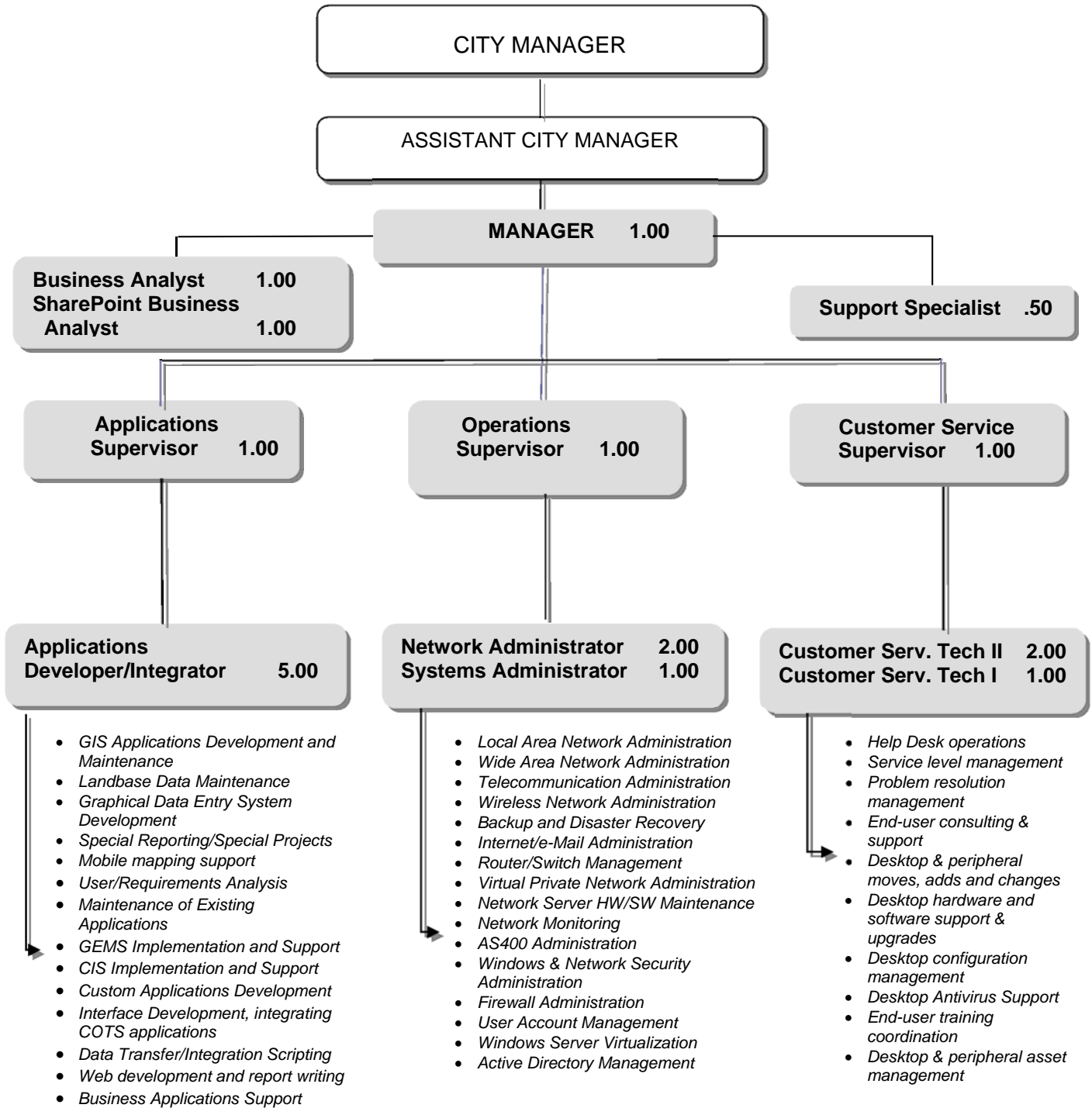
Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 168,380	\$ 178,311	\$ 178,311	\$ 182,421	\$ 182,421
Supplies	7,072	6,550	6,550	6,550	16,155
Other Services & Chgs	24,530	22,728	34,728	23,177	23,177
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	8,904	6,750	6,750	900	8,720
Total Current Expense	\$ 208,885	\$ 214,339	\$ 226,339	\$ 213,048	\$ 230,473
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 208,885	\$ 214,339	\$ 226,339	\$ 213,048	\$ 230,473

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	*2016 Projected	*2017 Projected
Ratio of total workstations to total employees	98%	93%	93%	93%
Internal customer satisfaction with general IT services	95%	96%	98%	98%
Total number of workstations (includes desktop systems only)	493	493	493	493
Help desk trouble calls resolved per published service levels	2,600	1,876	1,795	1,795

**Employee count is currently 533 individuals. Short duration help desk trouble calls like password resets are no longer tracked.*

City Administration Assistant City Manager Information Technology Division

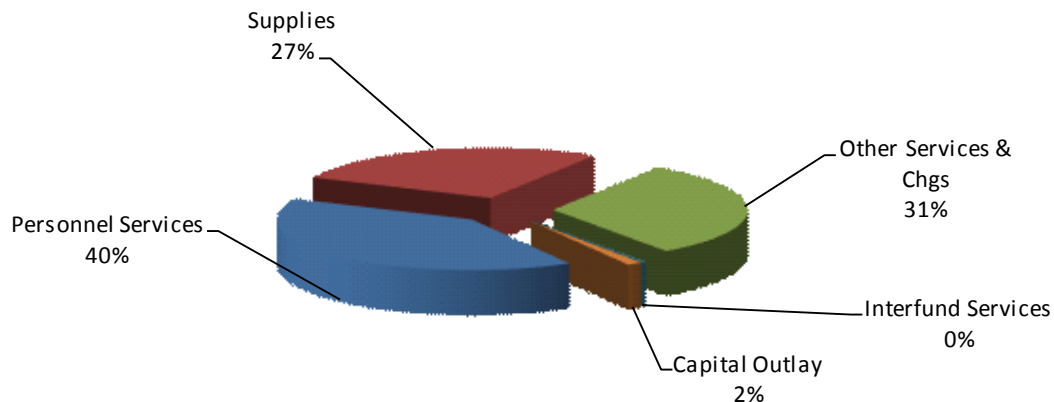
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	5.00	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	1.00	1.00	1.00
IT Business Analysts	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	16.50	16.50	17.50	17.50	17.50

Budget Summary

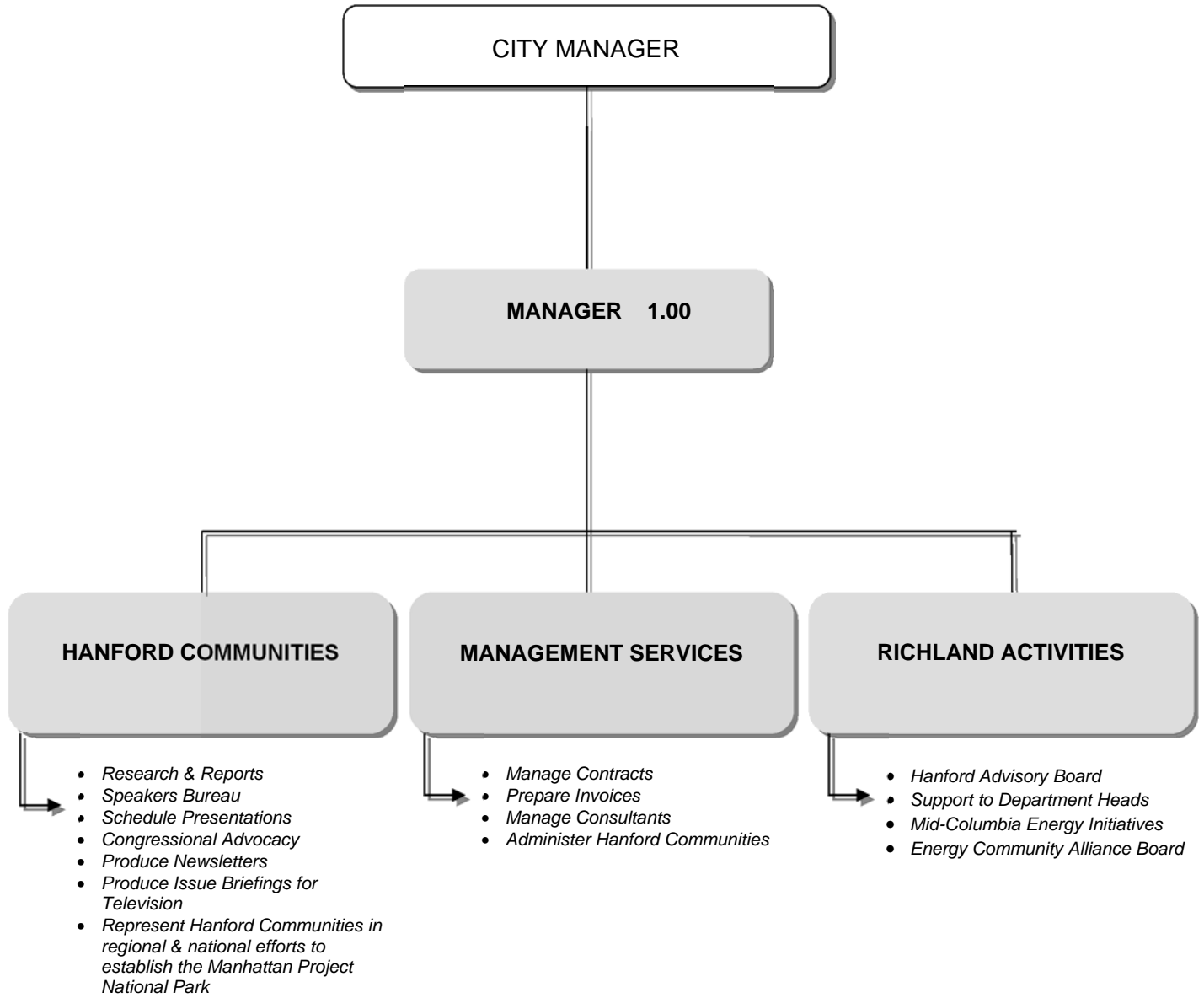
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,947,187	\$ 2,296,144	\$ 2,251,144	\$ 2,380,027	\$ 2,380,027
Supplies	675,851	745,197	750,369	779,475	1,619,475
Other Services & Chgs	223,444	637,471	1,156,942	311,556	1,852,556
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	9,029	8,403	8,403	3,795	13,315
Total Current Expense	\$ 2,855,511	\$ 3,687,215	\$ 4,166,858	\$ 3,474,853	\$ 5,865,373
Transfers	-	-	-	-	-
Capital Outlay	147,702	28,867	28,867	-	75,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,003,213	\$ 3,716,082	\$ 4,195,725	\$ 3,474,853	\$ 5,940,373

2017 Budget



**City Administration
City Manager
HANFORD COMMUNITIES DIVISION**

2017 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.

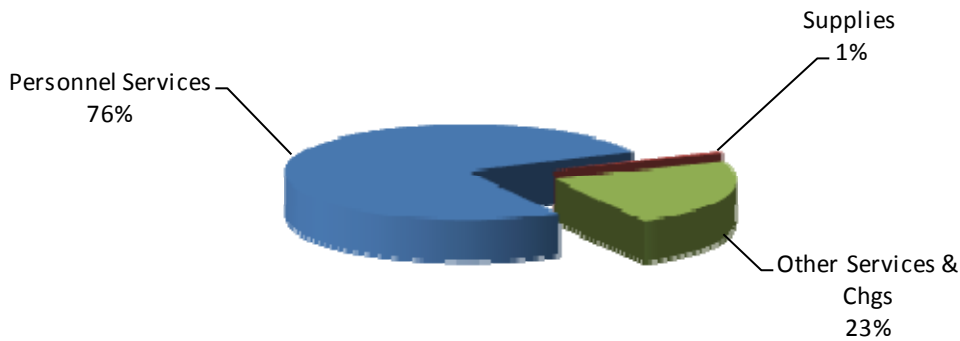
PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Newsletter production	3	3	3	3
Video production	2	2	2	2
Address elected officials of each Hanford Community	6	6	6	7
Hanford Community Board Meetings	8	8	8	8

**City Administration
City Manager
Hanford Communities Division**

Personnel Summary					
	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	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

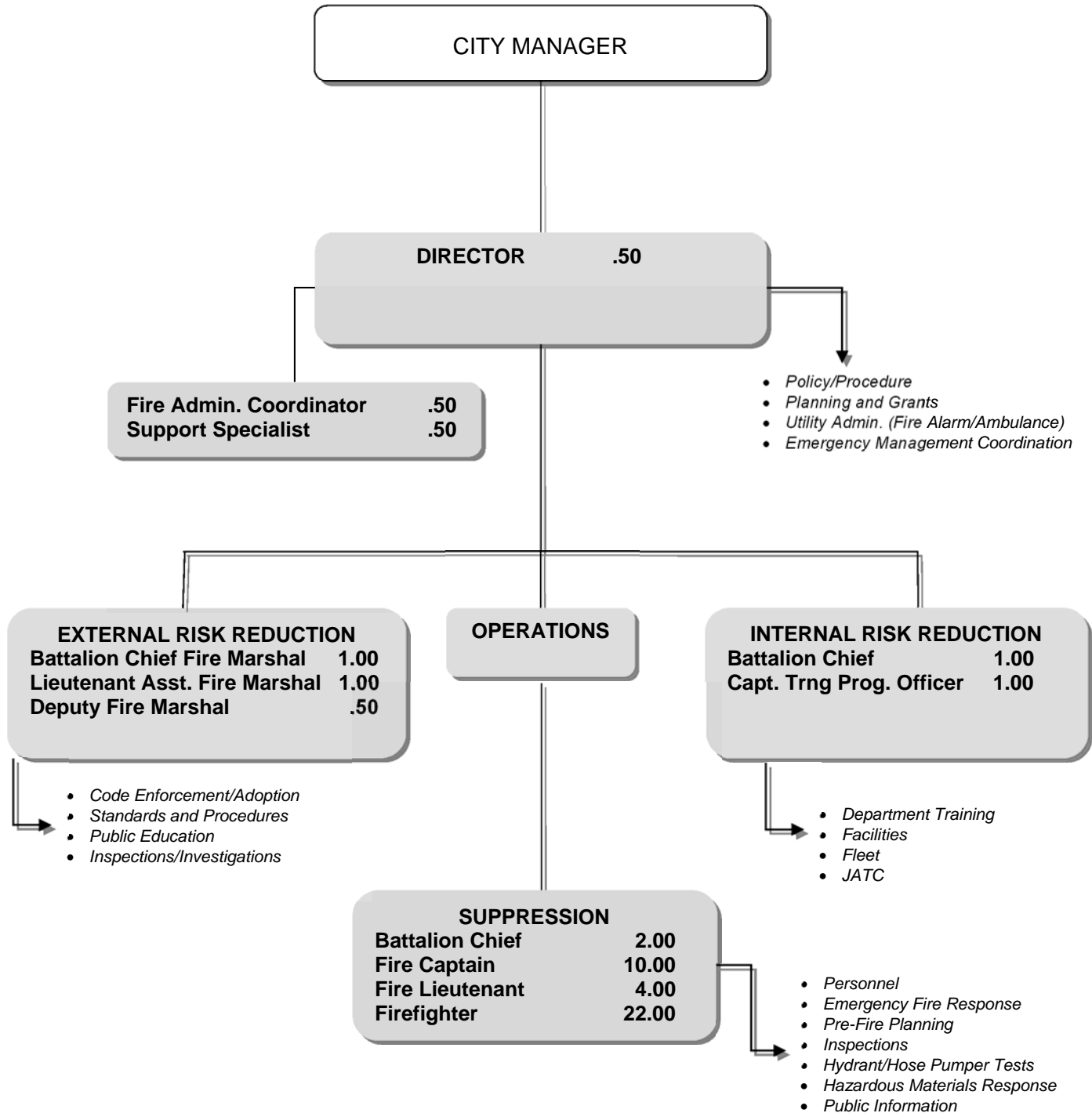
Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 160,840	\$ 167,817	\$ 167,817	\$ 173,434	\$ 173,434
Supplies	982	1,950	1,950	1,950	1,950
Other Services & Chgs	46,274	50,850	50,850	51,350	51,350
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 208,096	\$ 220,617	\$ 220,617	\$ 226,734	\$ 226,734
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 208,096	\$ 220,617	\$ 220,617	\$ 226,734	\$ 226,734

2017 Budget



**City Administration
FIRE SERVICES**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Percentage of residential fires confined to room or structure of origin	93%	97%	95%	95%
Square miles served per fire suppression station	14.18	10.63	10.63	10.63
Per capita expenditures	\$134.34	\$135.34	\$144.99	\$148.00
Fire incidents in the City	1,383	1,584	1,650	1,700
Percentage of Fire department's emergency incidents meeting turnout time standards	41.2%	41.8%	42.0%	45.0%
Percentage of Fire department's emergency incidents meeting response time standards for first arriving unit	54.8%	45.4%	48%	50%
Percentage of Fire department's emergency incidents meeting response time standards for first alarm completely filled	11.0%	N/A	N/A	15.0%

City Administration Fire Services

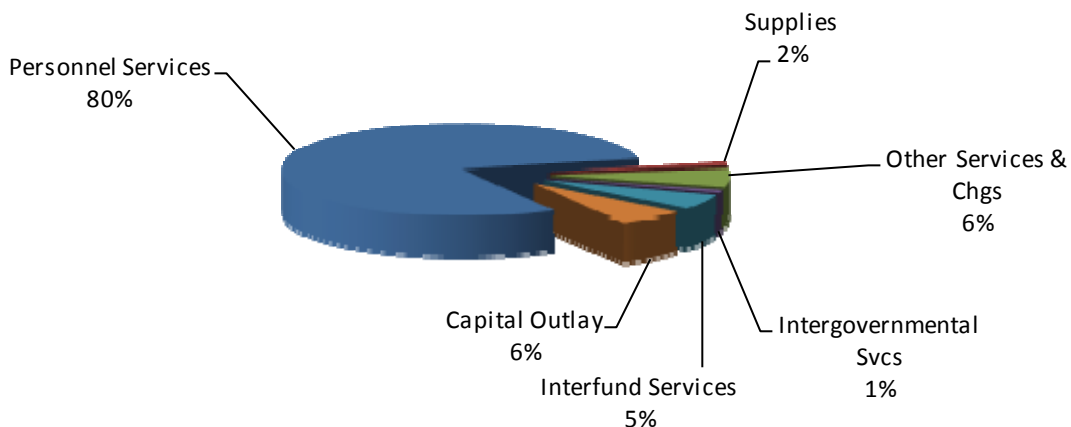
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Fire & Emergency Services Director	0.50	0.50	0.50	0.50	0.50
Captain Training Program Officer	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 Captain	8.00	10.00	10.00	10.00	10.00
Fire Lieutenant	3.00	4.00	4.00	4.00	4.00
Lieutenant Assistant Fire Marshal	1.00	1.00	1.00	1.00	1.00
Firefighter	23.00	22.00	22.00	22.00	22.00
Fire Admin. Coordinator	0.50	0.50	0.50	0.50	0.50
Support Specialist	0.38	0.35	0.50	0.50	0.50
Deputy Fire Marshal	0.50	0.50	0.50	0.50	0.50
Total Full-Time Positions:	41.88	43.85	44.00	44.00	44.00

Budget Summary

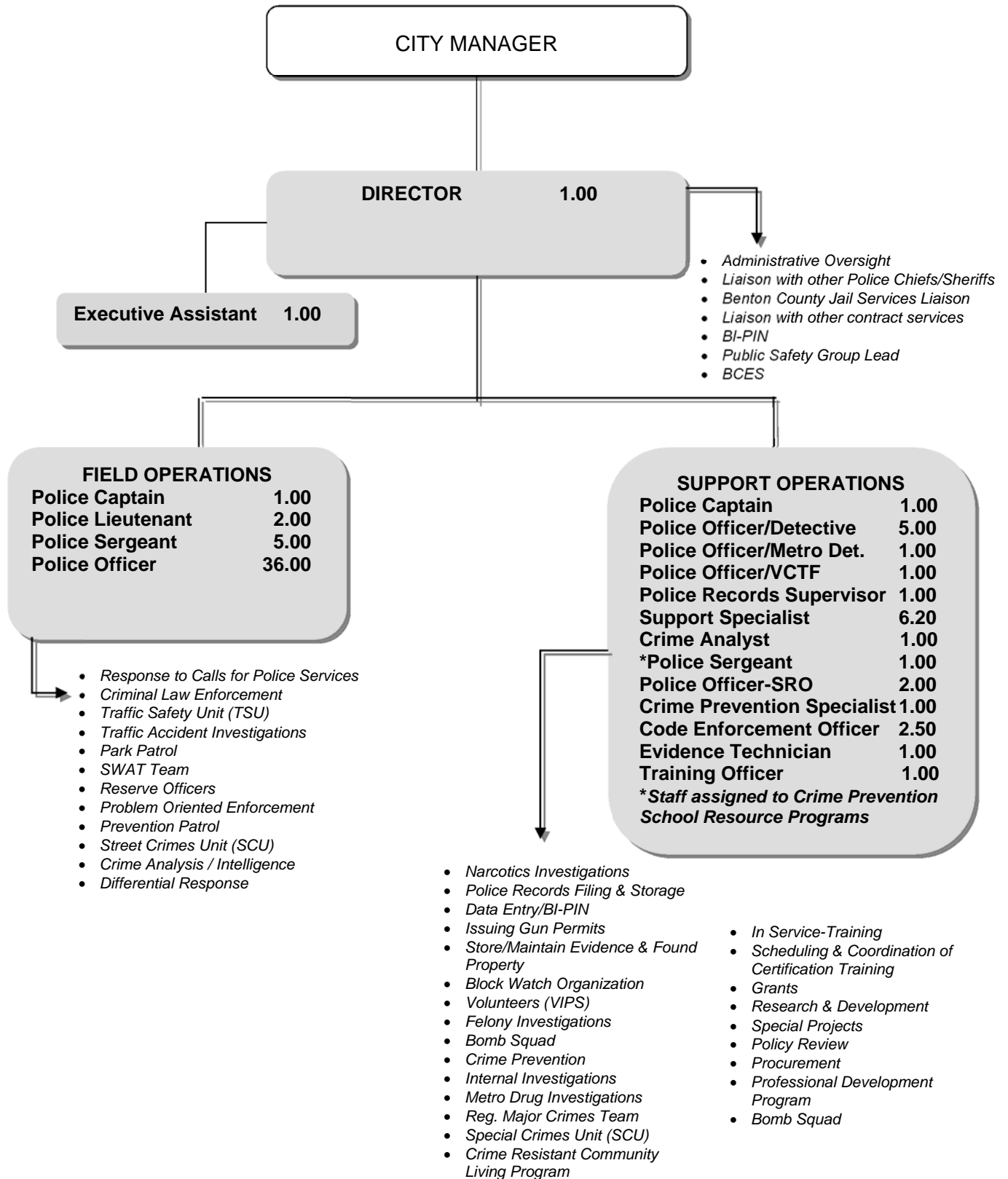
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 6,263,833	\$ 6,474,327	\$ 6,467,827	\$ 6,521,908	\$ 6,521,908
Supplies	58,427	68,540	64,972	76,180	113,898
Other Services & Chgs	422,513	465,532	469,532	465,361	512,736
Intergovernmental Svcs	79,461	85,269	85,269	85,648	85,648
Interfund Services	345,557	385,118	425,118	175,255	435,058
Total Current Expense	\$ 7,169,790	\$ 7,478,786	\$ 7,512,718	\$ 7,324,352	\$ 7,669,248
Transfers	-	-	-	-	-
Capital Outlay	4,481	74,000	85,068	-	501,090
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7,174,270	\$ 7,552,786	\$ 7,597,786	\$ 7,324,352	\$ 8,170,338

2017 Budget



**City Administration
POLICE SERVICES**

2017 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.

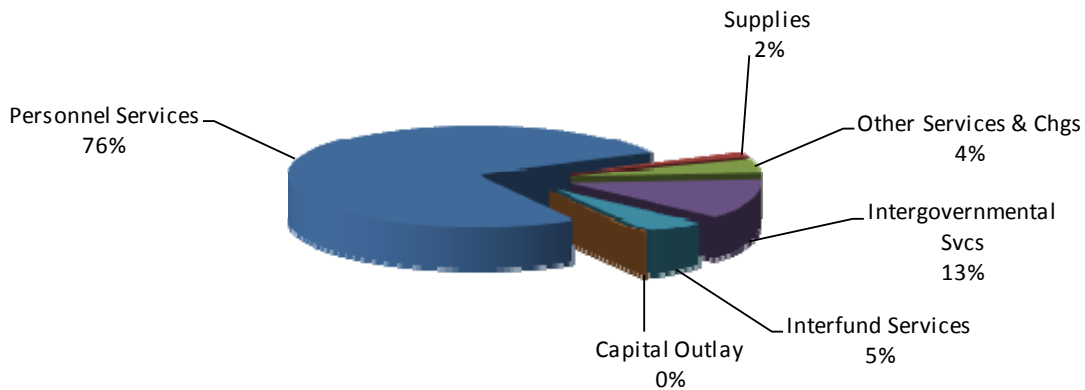
PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Requests for patrol services	27,526	28,066	28,346	28,700
Number of violent and property crimes committed per 1,000 population	26.9	26.9	26.9	26.9
Sworn police officers per capita	1.1	1.1	1.1	1.1
Number of crashes (total collisions, collisions involving bikes, collisions involving pedestrians and total fatalities)	667	811	800	800
Number of nuisance violations cases	1,627	1,557	1,525	1,500
Code compliance – number of abatements	4	2	1	1

City Administration Police Services

Personnel Summary					
	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Police Services Director	1.00	1.00	1.00	1.00	1.00
Police Captain	3.00	2.00	2.00	2.00	2.00
Police Lieutenant	0.00	2.00	2.00	2.00	2.00
Police Sergeant	8.00	7.00	6.00	6.00	6.00
Police Corporal	5.00	4.00	4.00	0.00	0.00
Police Officer/Detective	5.00	5.00	5.00	5.00	5.00
Police Officer/Metro Det.	0.00	1.00	1.00	1.00	1.00
Police Officer/VCTF	0.00	1.00	1.00	1.00	1.00
Police Officer	36.00	34.00	35.00	38.00	38.00
Training Officer	0.00	1.00	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 Spec./Crime Analyst/Evid Tech	9.40	8.70	8.20	8.20	8.20
Crime Prevention Analyst	0.00	0.00	0.00	1.00	1.00
Code Enforcement Officer	2.50	2.50	2.50	2.50	2.50
Total Full-Time Positions:	71.90	71.20	70.70	70.70	70.70

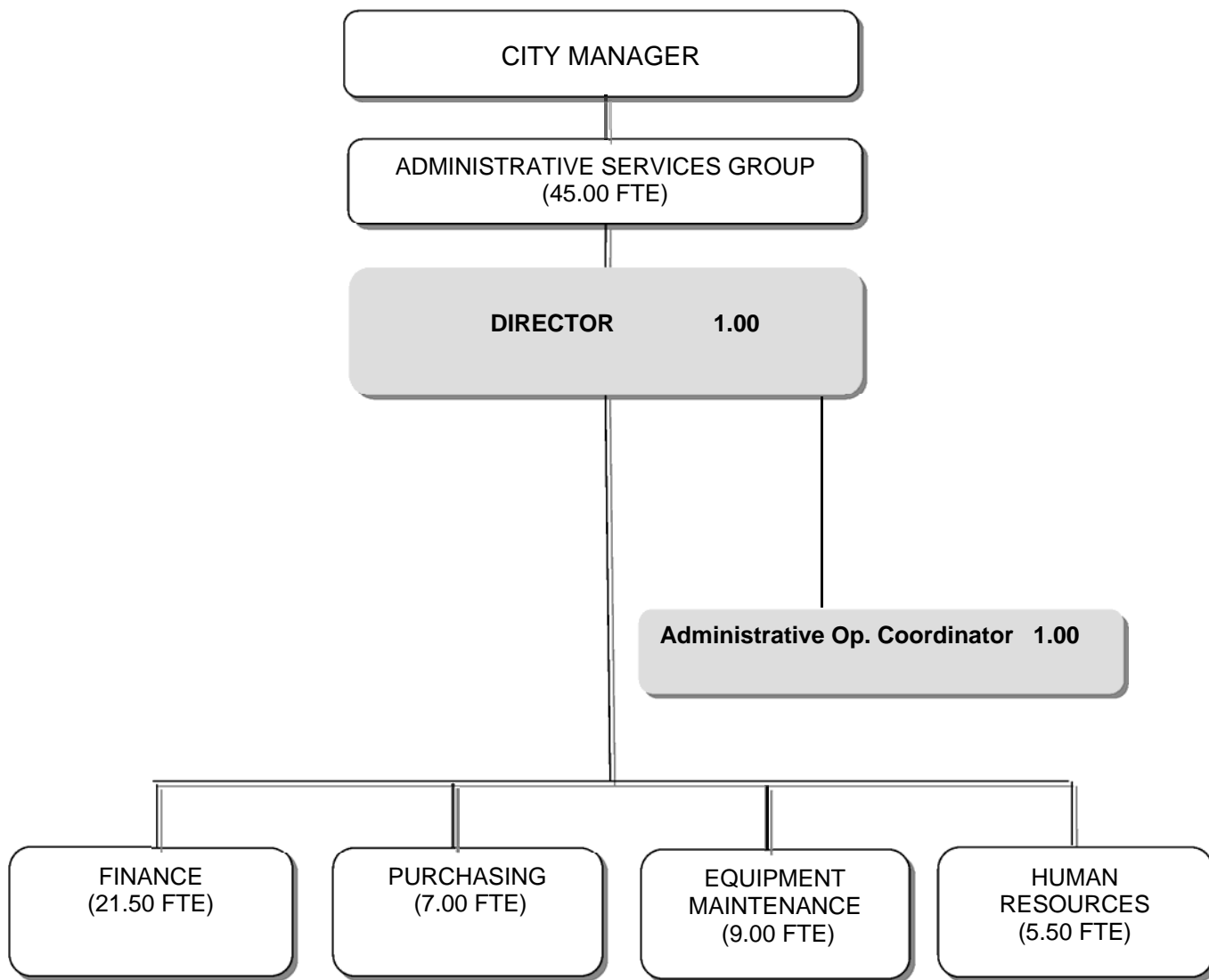
Budget Summary					
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 9,366,642	\$ 9,944,732	\$ 9,932,701	\$ 10,222,075	\$ 10,222,075
Supplies	204,470	208,916	257,233	185,030	232,405
Other Services & Chgs	276,846	259,876	299,538	537,033	566,353
Intergovernmental Svcs	1,879,622	2,061,826	2,061,826	1,683,891	1,663,194
Interfund Services	608,710	607,470	607,470	333,978	685,187
Total Current Expense	\$ 12,336,289	\$ 13,082,820	\$ 13,158,768	\$ 12,962,007	\$ 13,369,214
Transfers	-	-	-	-	-
Capital Outlay	13,243	-	5,843	-	28,565
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 12,349,532	\$ 13,082,820	\$ 13,164,611	\$ 12,962,007	\$ 13,397,779

2017 Budget



**Administrative Services Department
ADMINISTRATION DIVISION**

2017 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.

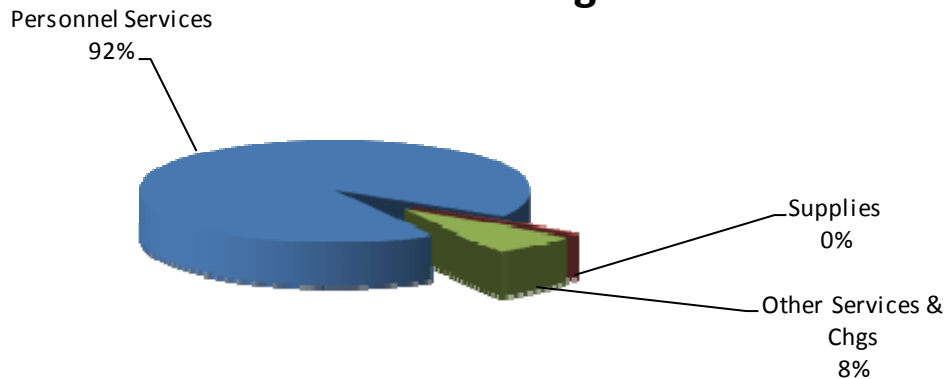
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Operations Coordinator	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

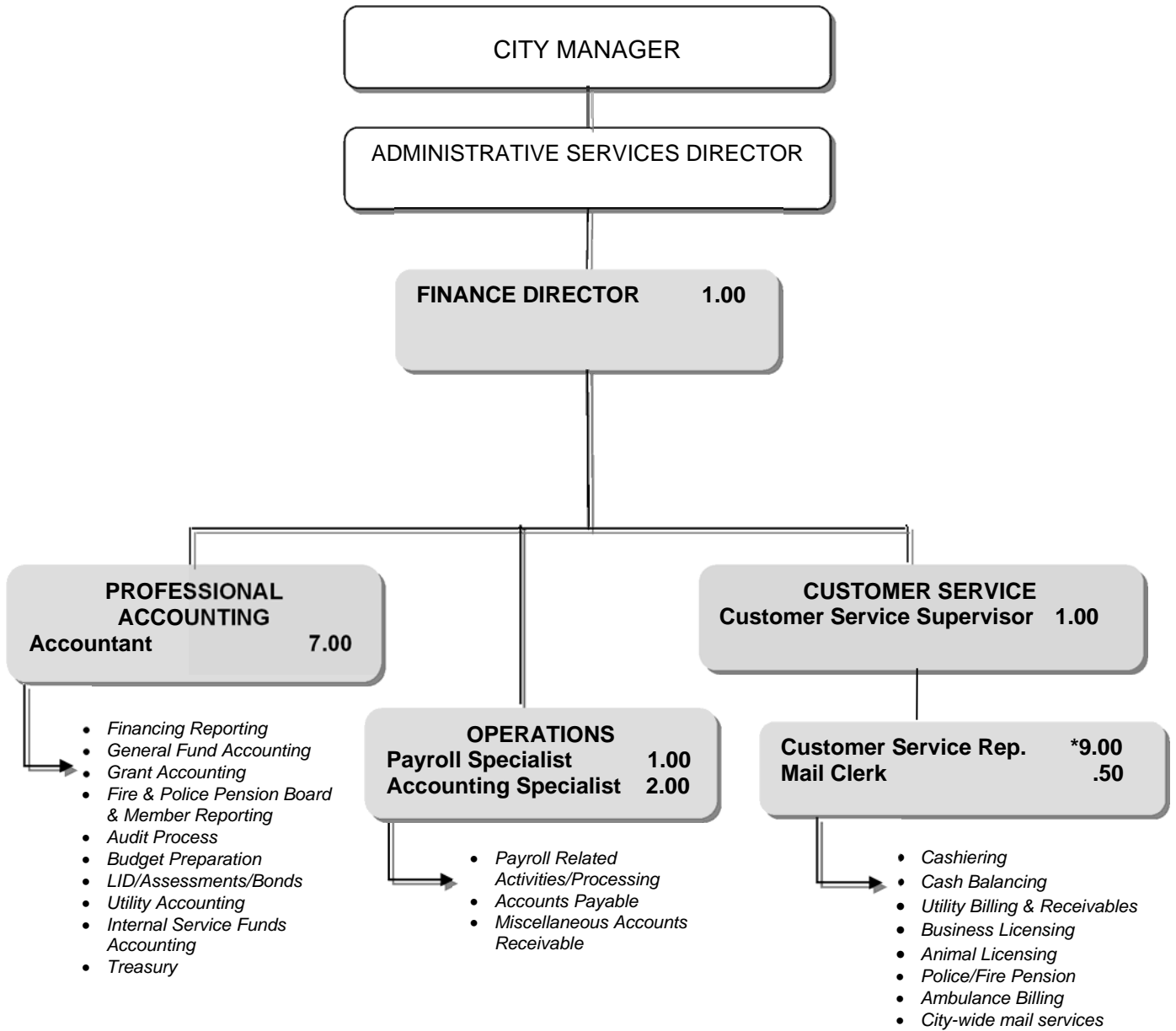
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 297,798	\$ 311,130	\$ 311,130	\$ 323,937	\$ 323,937
Supplies	2,797	1,450	2,411	1,700	1,700
Other Services & Chgs	20,592	26,921	29,502	26,853	26,853
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 321,187	\$ 339,501	\$ 343,043	\$ 352,490	\$ 352,490
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 321,187	\$ 339,501	\$ 343,043	\$ 352,490	\$ 352,490

2017 Budget



**Administrative Services Department
FINANCE DIVISION**

2017 FUNCTIONAL CHART



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

**Administrative Services Department
Finance Division**

Mission Statement: To provide efficient and effective support, guidance and oversight of the City's budget and financial reporting through compliance with government accounting practices. Provide appropriate financial information to the various City departments enabling them to make good management decisions in the provision of services to the citizens of Richland.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Investment pool return rate	1.07%	1.01%	1.10%	1.30%
Total general obligation debt per capita	\$881.46	\$794.55	\$712.89	\$934.75
Number of online payments received	52,500	57,517	63,864	70,889
Standard & Poor Bond Rating	AA	AA	AA	AA

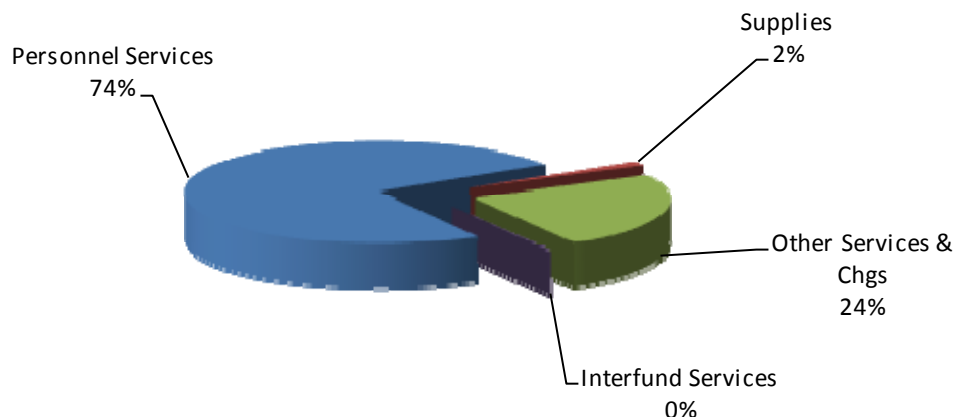
Administrative Services Department Finance Division

Personnel Summary					
	2014	2015	2016	2107	2107
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Finance Director	1.00	1.00	1.00	1.00	1.00
Customer Service Supervisor	0.00	1.00	1.00	1.00	1.00
Accountant	0.00	0.00	7.00	7.00	7.00
Accountant III	1.00	1.00	0.00	0.00	0.00
Accountant II	4.25	4.25	0.00	0.00	0.00
Accountant I	1.00	1.00	0.00	0.00	0.00
Accounting Operations Coordinator	1.00	0.00	0.00	0.00	0.00
Payroll Specialist	0.00	1.00	1.00	1.00	1.00
Support Specialist	1.00	0.00	0.00	0.00	0.00
Accounting Specialist	10.00	2.00	2.00	2.00	2.00
Customer Service Representative*	0.00	9.00	9.00	9.00	9.00
Mail Clerk	1.00	0.50	0.50	0.50	0.50
Total Full-Time Positions:	20.25	20.75	21.50	21.50	21.50

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

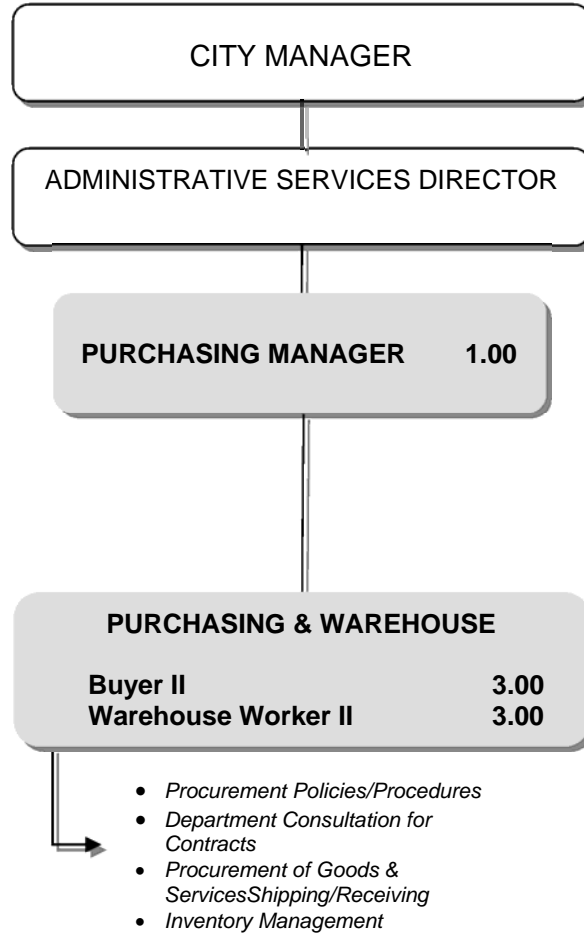
Budget Summary					
DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 1,816,664	\$ 2,167,293	\$ 2,142,007	\$ 2,146,172	\$ 2,146,172
Supplies	44,990	40,050	45,550	40,400	40,400
Other Services & Chgs	559,981	650,692	670,478	692,800	692,800
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	4,240	5,295	5,295	3,235	5,911
Total Current Expense	\$ 2,425,875	\$ 2,863,330	\$ 2,863,330	\$ 2,882,607	\$ 2,885,283
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,425,875	\$ 2,863,330	\$ 2,863,330	\$ 2,882,607	\$ 2,885,283

2017 Budget



**Administrative Services Department
PURCHASING DIVISION**

2017 FUNCTIONAL CHART



Administrative Services Department Purchasing Division

Mission Statement: To provide procurement and warehouse services necessary for the efficient operation of all City departments, by offering strategic and innovative services and opportunities in the procurement of goods and services and materials management, through commitment to our values of accountability, ethics, impartiality, professionalism, service and transparency and contributing to the overall fiscal success of the City.

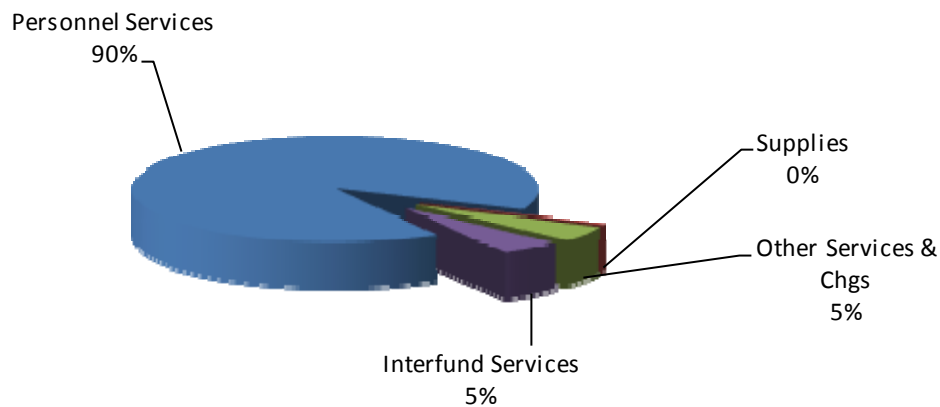
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Total pickups and deliveries	2,379	2,213	2,450	2,200
Formal sealed bids completed	33	28	30	30
Percentage of purchasing conducted with purchasing cards/credit cards	2.9%	8.3%	7.8%	8.0%

Administrative Services Department Purchasing Division

Personnel Summary					
	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Purchasing Manager	1.00	1.00	1.00	1.00	1.00
Buyer II	3.00	3.00	3.00	3.00	3.00
Warehouse Worker II	2.00	3.00	3.00	3.00	3.00
Warehouse Worker I	2.00	1.00	0.00	0.00	0.00
Total Full-Time Positions:	8.00	8.00	7.00	7.00	7.00

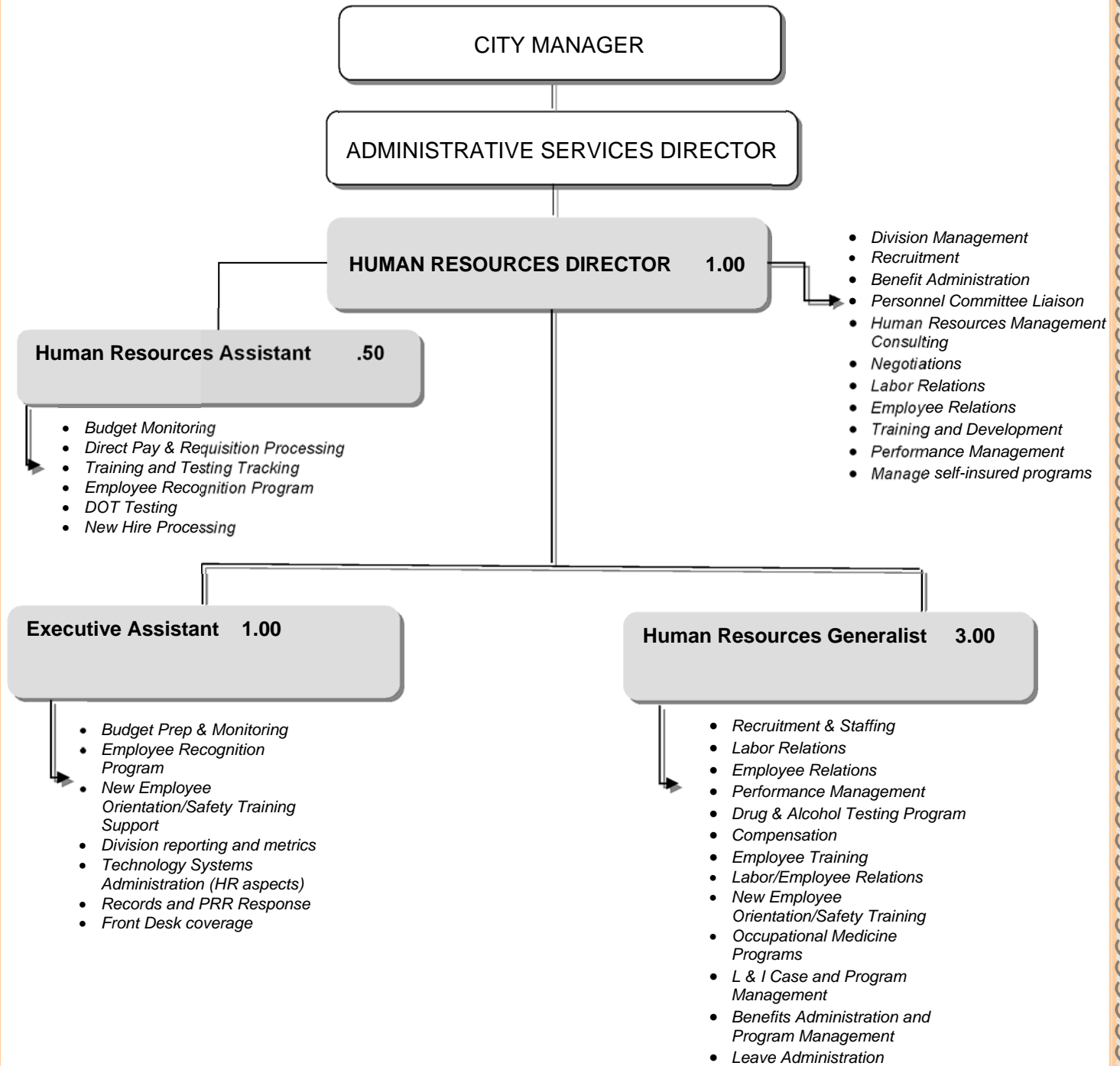
Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 773,239	\$ 794,278	\$ 740,278	\$ 800,522	\$ 809,711
Supplies	11,090	5,934	5,934	5,059	5,059
Other Services & Chgs	25,303	30,713	84,713	31,766	41,766
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	15,036	39,511	39,511	16,240	46,118
Total Current Expense	\$ 824,667	\$ 870,436	\$ 870,436	\$ 853,587	\$ 902,654
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 824,667	\$ 870,436	\$ 870,436	\$ 853,587	\$ 902,654

2017 Budget



**Administrative Services Department
HUMAN RESOURCES DIVISION**

2017 FUNCTIONAL CHART



**Administrative Services Department
Human Resources Division**

Mission Statement: Assist the City in the pursuit of its vision, mission and objectives in the most efficient and effective manner through facilitating quality services in staffing, recruitment, benefits and leave administration, training, compensation, performance management, employee/labor relations and human resources management consulting services for all City staff and departments.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Employee turnover rate	7%	9%	12%	9%
Percentage of employee reviews completed on time	60%	62%	51%	65%
Occupational incidents per year resulting in a claim	36	49	36	36

Administrative Services Department Human Resources Division

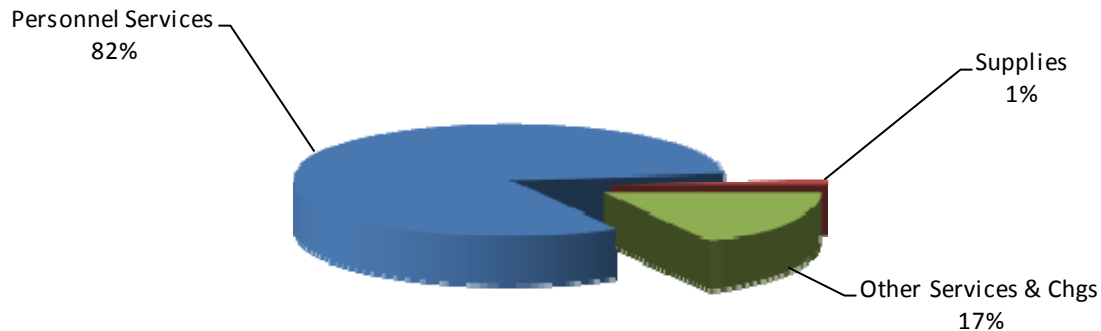
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Human Resources Operations Supervisor	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	0.00	3.00	3.00	3.00
Human Resources Analyst	1.00	2.00	0.00	0.00	0.00
Human Resources Specialist	2.00	1.00	0.00	0.00	0.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant	0.50	0.50	0.00	0.50	0.50
Total Full-Time Positions:	6.50	5.50	5.00	5.50	5.50

Budget Summary

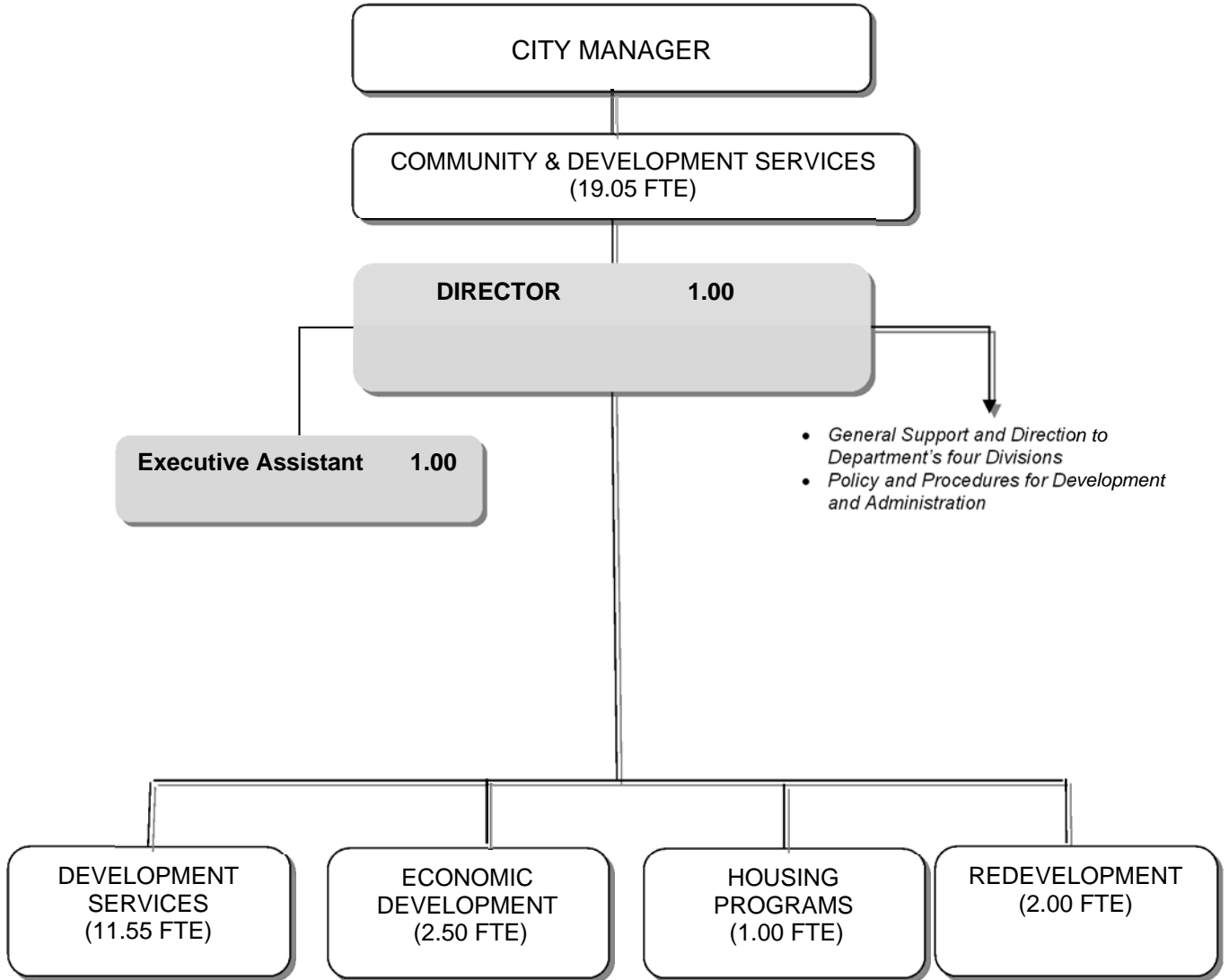
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 761,516	\$ 743,448	\$ 717,967	\$ 711,908	\$ 728,297
Supplies	9,779	14,060	14,060	14,400	14,400
Other Services & Chgs	148,476	130,348	155,829	148,668	148,668
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 919,772	\$ 887,856	\$ 887,856	\$ 874,976	\$ 891,365
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 919,772	\$ 887,856	\$ 887,856	\$ 874,976	\$ 891,365

2017 Budget



Community and Development Services ADMINISTRATION

2017 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.

PERFORMANCE INDICATORS

Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Revenue from land sales*	\$2,820,686	\$248,566	\$736,000	\$550,000

* Revenue collected for land sales less development costs

Community and Development Services Administration Division

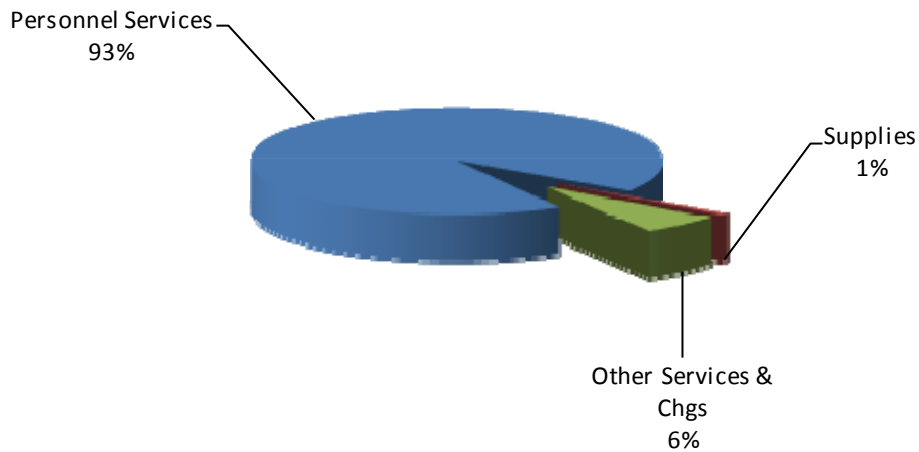
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Community & Development Services Directo	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

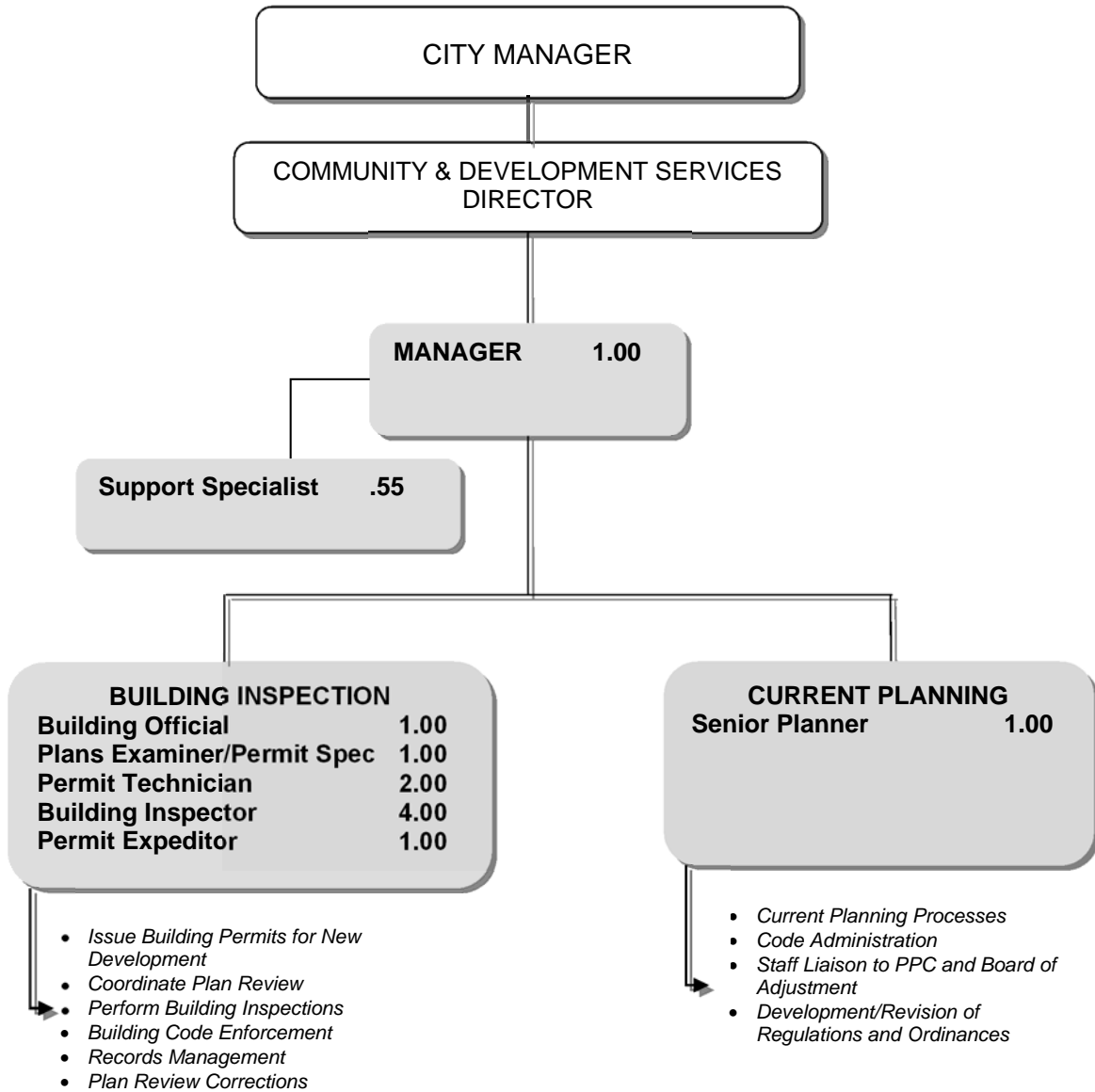
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 357,445	\$ 278,615	\$ 278,615	\$ 292,625	\$ 292,625
Supplies	958	1,050	1,050	2,300	2,300
Other Services & Chgs	60,107	10,258	10,258	20,739	20,739
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 418,510	\$ 289,923	\$ 289,923	\$ 315,664	\$ 315,664
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 418,510	\$ 289,923	\$ 289,923	\$ 315,664	\$ 315,664

2017 Budget



**Community and Development Services
DEVELOPMENT SERVICES DIVISION**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Total number of permits issued	1,979	2,017	2,020	2,050
Total valuation (in millions)	\$256.39	\$237.56	\$320.00	\$350.00
Number of inspections completed	10,378	11,647	12,000	12,500

Community and Development Services Development Services Division

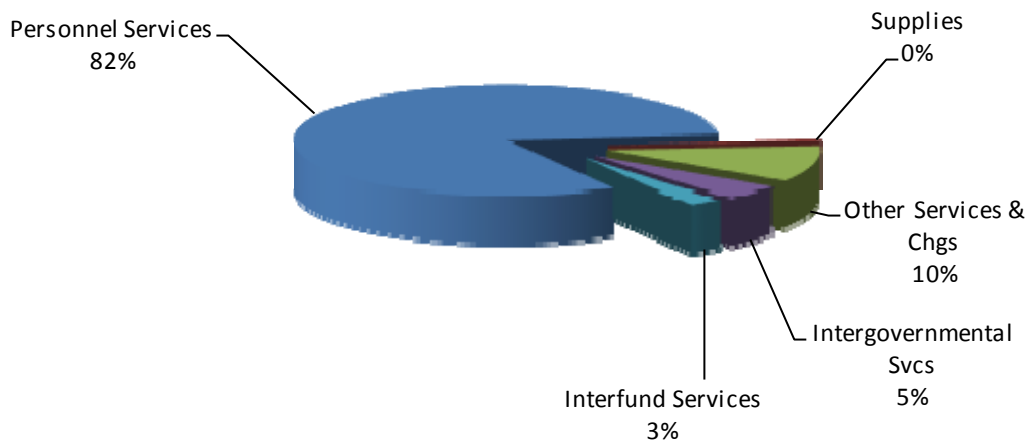
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	0.55	0.55	0.55	0.55	0.55
Building Inspection Supervisor	1.00	1.00	1.00	0.00	0.00
Building Official	0.00	0.00	0.00	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
Plans Examiner/Permit Specialist	1.00	1.00	1.00	1.00	1.00
Permit Technician	2.00	2.00	2.00	2.00	2.00
Total Full-Time Positions:	11.55	11.55	11.55	11.55	11.55

Budget Summary

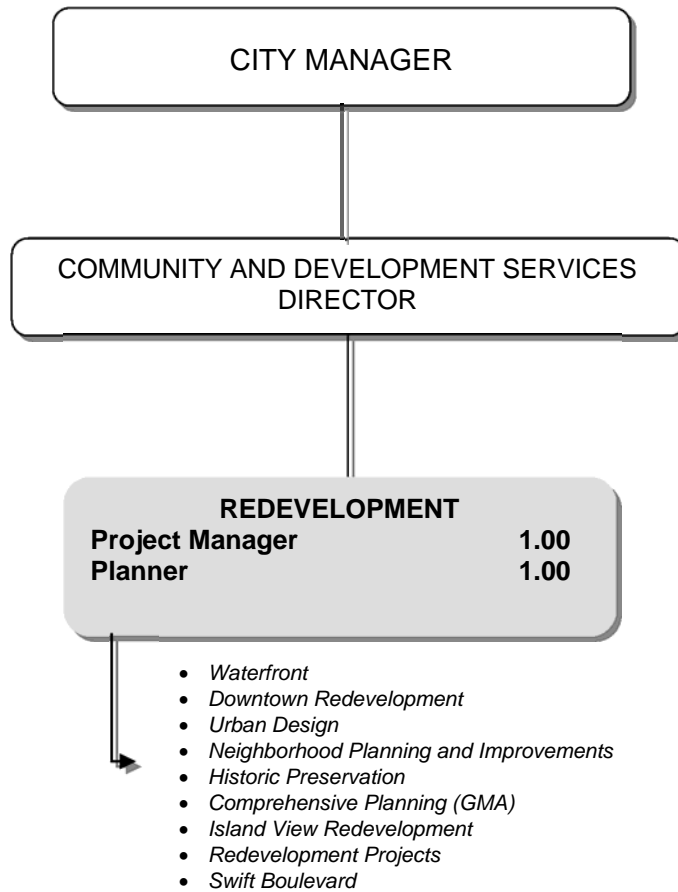
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,113,145	\$ 1,287,419	\$ 1,287,419	\$ 1,285,711	\$ 1,285,711
Supplies	4,564	4,650	6,650	5,500	5,500
Other Services & Chgs	130,190	142,490	218,618	45,805	165,805
Intergovernmental Svcs	88,695	69,628	71,248	71,766	71,766
Interfund Services	45,055	49,927	49,927	37,840	43,197
Total Current Expense	\$ 1,381,649	\$ 1,554,114	\$ 1,633,862	\$ 1,446,622	\$ 1,571,979
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,381,649	\$ 1,554,114	\$ 1,633,862	\$ 1,446,622	\$ 1,571,979

2017 Budget



Community and Development Services REDEVELOPMENT DIVISION

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Value of improvements made in the Central Business District (CBD)	\$4,052,593	\$75,845,512	\$21,113,477	\$25,000,000

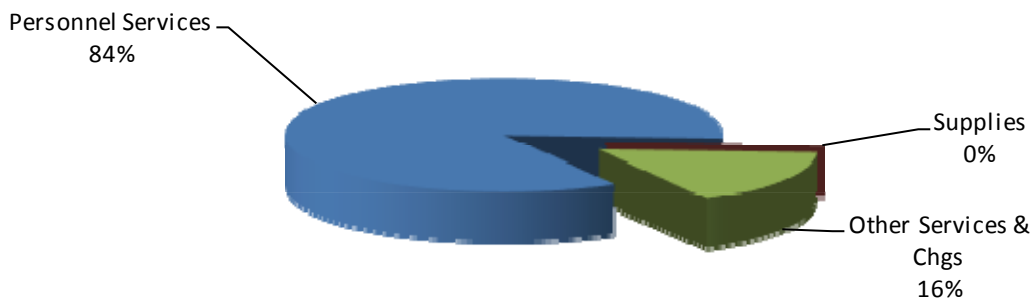
**Based on Permit Valuation*

Community and Development Services Redevelopment Division

Personnel Summary					
	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Redevelopment Project Manager	0.00	0.00	0.00	1.00	1.00
Redevelopment Project Supervisor	1.00	1.00	1.00	0.00	0.00
Planner	1.00	1.00	1.00	1.00	1.00
Urban Planner	1.00	0.00	0.00	0.00	0.00
Total Full-Time Positions:	3.00	2.00	2.00	2.00	2.00

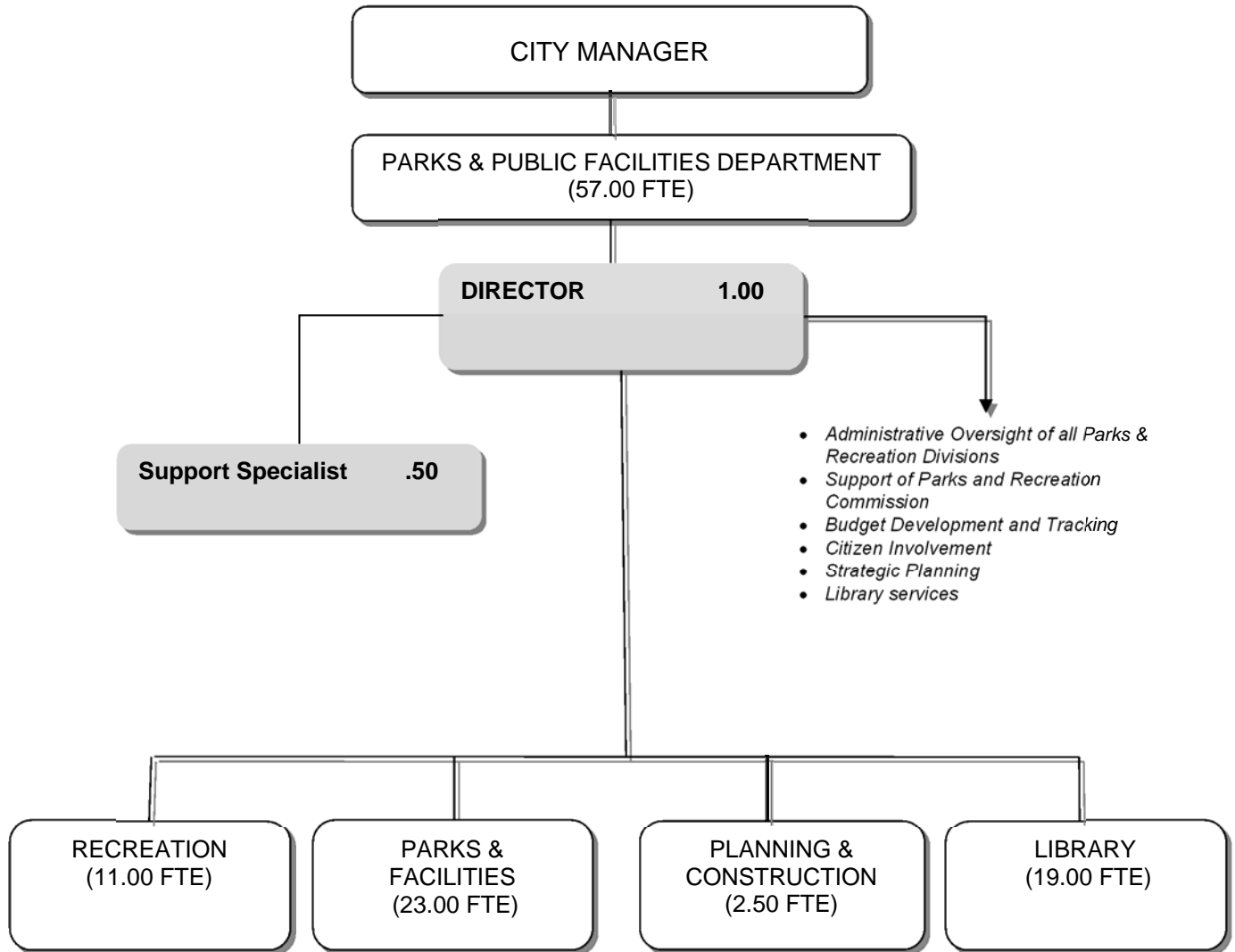
Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 232,170	\$ 245,664	\$ 245,664	\$ 248,928	\$ 248,928
Supplies	582	1,250	2,050	-	-
Other Services & Chgs	24,941	50,366	86,416	36,650	46,650
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 257,693	\$ 297,280	\$ 334,130	\$ 285,578	\$ 295,578
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 257,693	\$ 297,280	\$ 334,130	\$ 285,578	\$ 295,578

2017 Budget



Parks and Public Facilities Department ADMINISTRATION

2017 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.

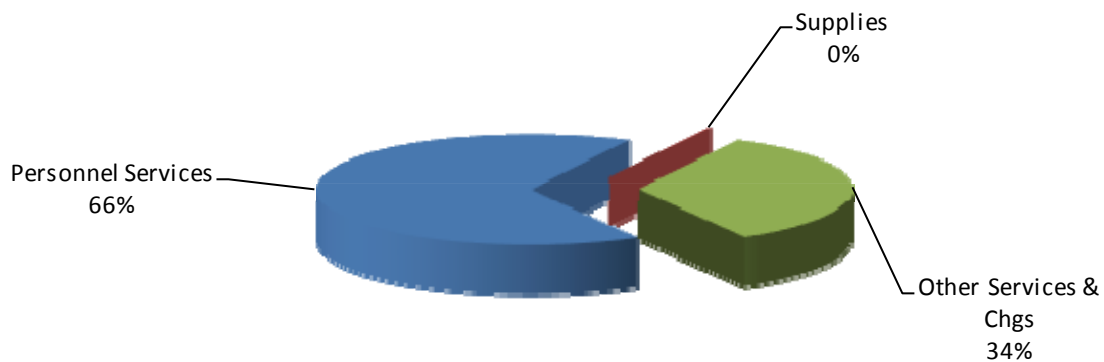
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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

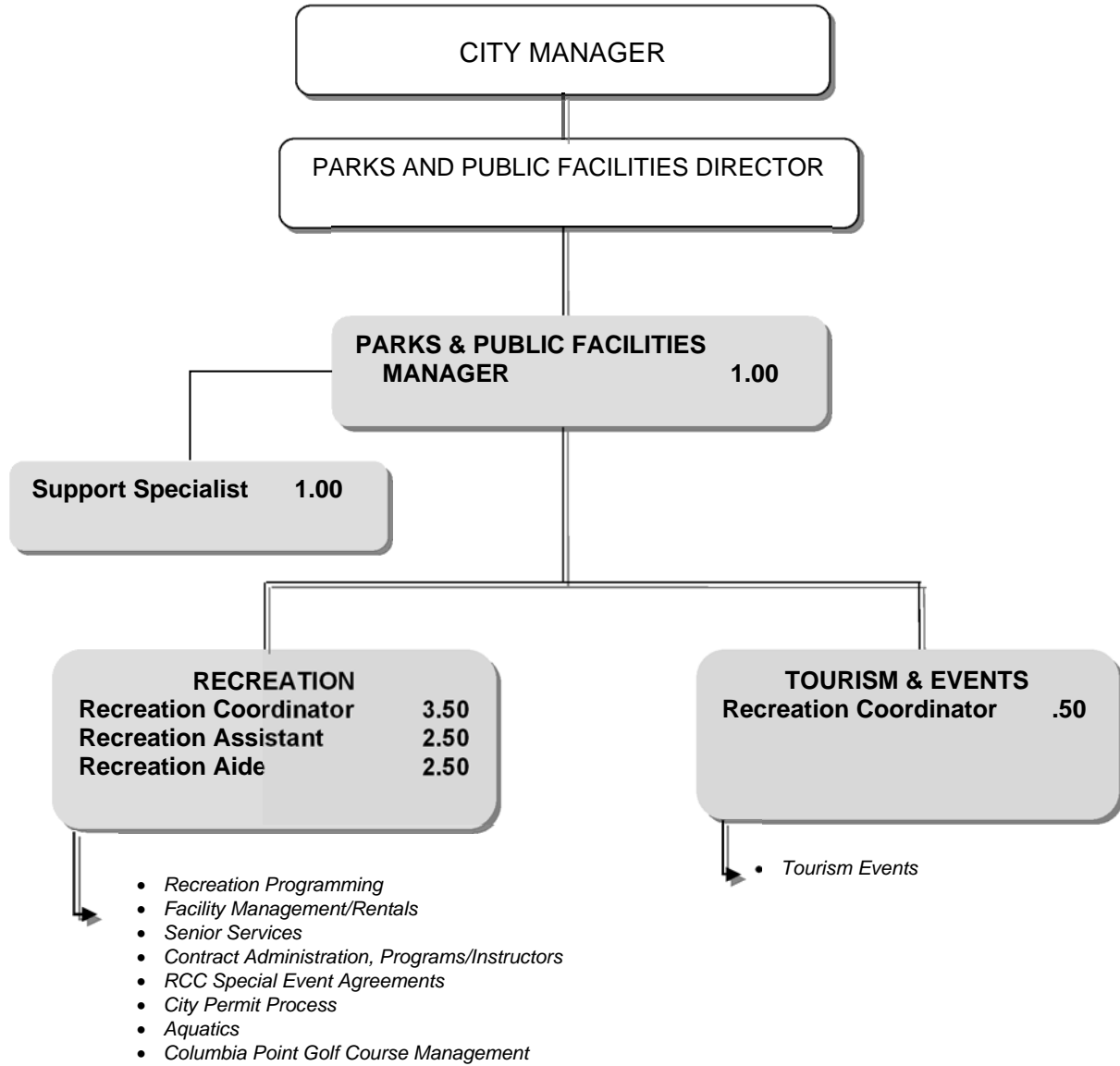
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 207,766	\$ 214,289	\$ 214,289	\$ 225,258	\$ 225,258
Supplies	970	100	100	600	600
Other Services & Chgs	19,640	19,788	60,955	65,745	115,745
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 228,376	\$ 234,177	\$ 275,344	\$ 291,603	\$ 341,603
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 228,376	\$ 234,177	\$ 275,344	\$ 291,603	\$ 341,603

2017 Budget



**Parks and Public Facilities Department
RECREATION DIVISION**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Net expenditures per capita for Parks & Recreation	17.29	19.73	22.04	24.37
Total Recreation revenue per capita	8.22	8.34	9.71	7.46

Parks and Public Facilities Department Recreation Division

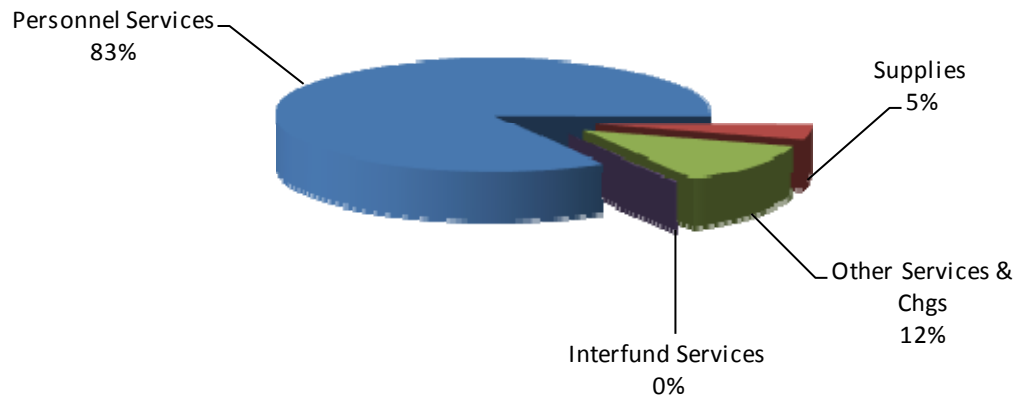
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	4.00	4.00
Recreation Assistant	4.00	3.50	3.50	2.50	2.50
Support Specialist	0.00	0.00	0.00	1.00	1.00
Recreation Aide	3.10	2.50	2.50	2.50	2.50
Total Full-Time Positions:	11.10	10.00	10.00	11.00	11.00

Budget Summary

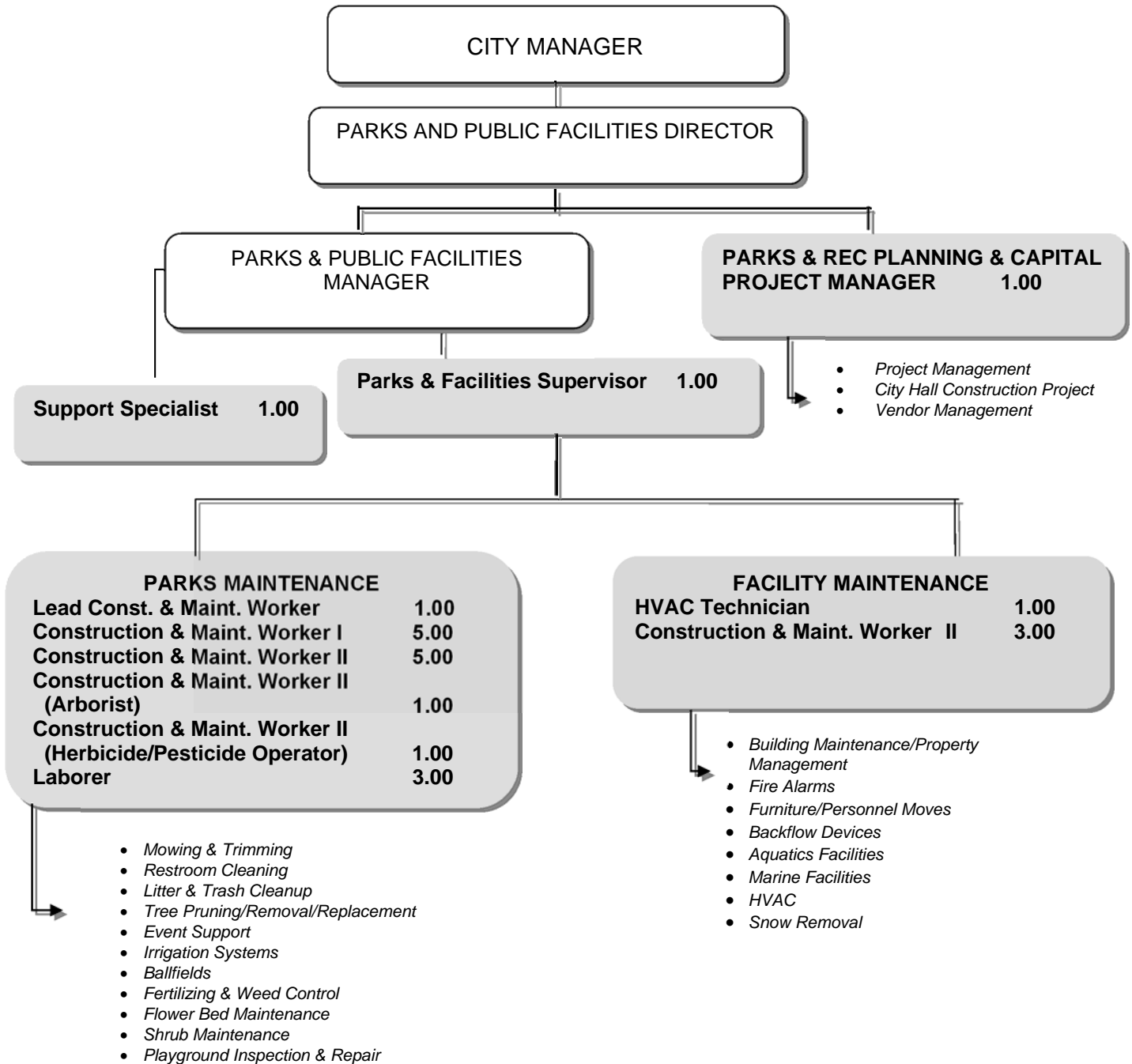
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 872,219	\$ 955,991	\$ 955,991	\$ 1,092,830	\$ 1,092,830
Supplies	56,479	51,750	51,750	60,625	60,625
Other Services & Chgs	115,060	165,436	167,160	154,495	154,495
Intergovernmental Svcs	1,775	-	-	450	450
Interfund Services	1,697	2,108	2,108	3,300	2,390
Total Current Expense	\$ 1,047,230	\$ 1,175,285	\$ 1,177,009	\$ 1,311,700	\$ 1,310,790
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,047,230	\$ 1,175,285	\$ 1,177,009	\$ 1,311,700	\$ 1,310,790

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Cost per resident for park & facility maintenance of all park properties	\$111.76	\$96.72	\$98.33	\$108.01

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

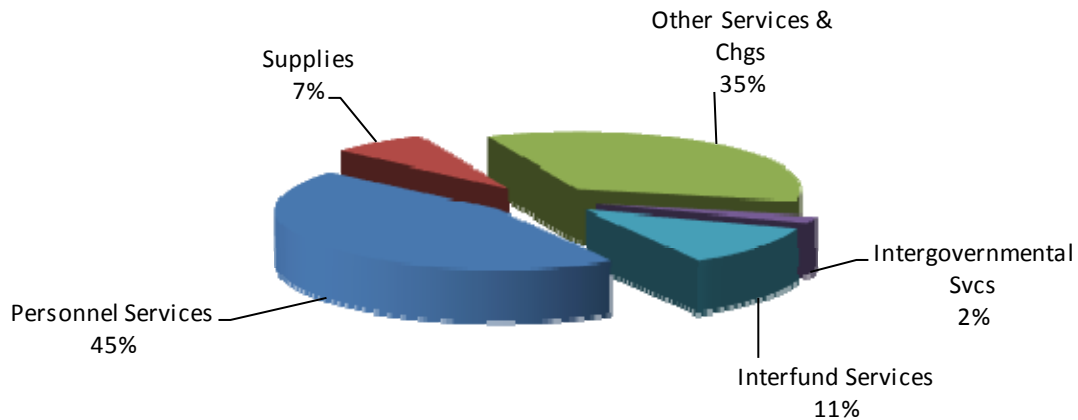
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Park & Rec Planning & Capital Proj. Mgr	0.00	0.00	0.00	1.00	1.00
Parks and Facilities Supervisor	2.00	2.00	2.00	1.00	1.00
Lead Construction & Maint Worker	0.00	0.00	0.00	1.00	1.00
HVAC Technician	1.00	1.00	1.00	1.00	1.00
Construction & Maint. Worker II	10.00	10.00	10.00	8.00	8.00
Construction & Maint. Worker II (Arborist)	1.00	1.00	1.00	1.00	1.00
Construction & Maint. Worker II (Pesticide)	1.00	1.00	1.00	1.00	1.00
Construction & Maint. Worker I	3.00	3.00	3.00	5.00	5.00
Laborer	2.00	2.00	2.00	3.00	3.00
Support Specialist	0.00	0.00	0.00	1.00	1.00
Recreation Assistant	1.00	1.00	1.00	0.00	0.00
Total Full-Time Positions:	21.00	21.00	21.00	23.00	23.00

Budget Summary

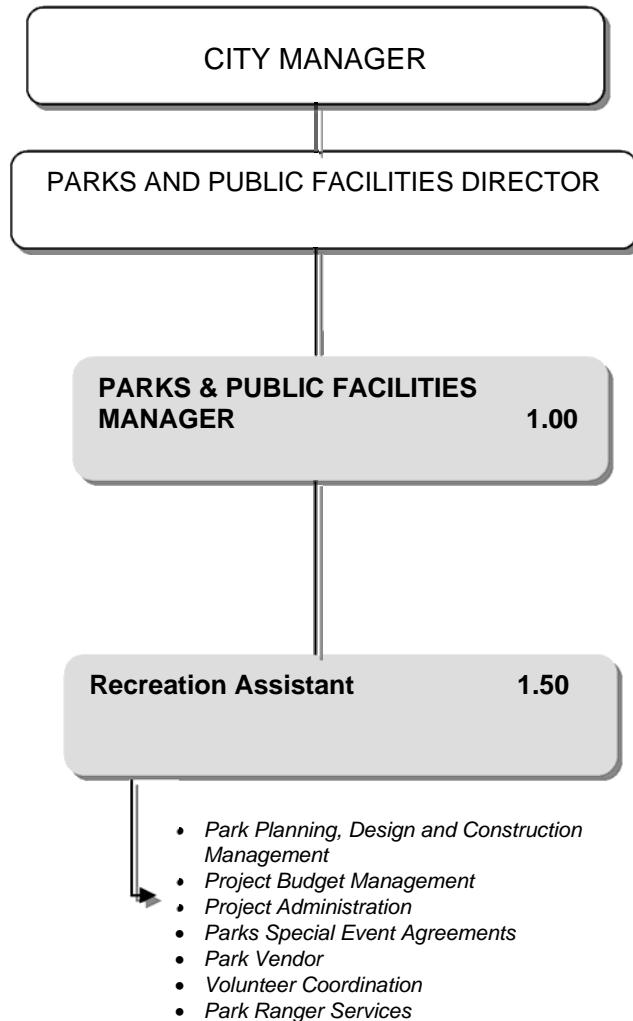
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 2,238,174	\$ 2,459,285	\$ 2,459,285	\$ 2,596,981	\$ 2,596,981
Supplies	405,452	383,131	383,131	391,950	408,050
Other Services & Chgs	1,584,150	1,627,705	1,698,115	1,453,722	2,025,722
Intergovernmental Svcs	120,695	108,250	108,250	108,250	108,250
Interfund Services	561,987	577,139	577,139	478,640	669,812
Total Current Expense	\$ 4,910,458	\$ 5,155,510	\$ 5,225,920	\$ 5,029,543	\$ 5,808,815
Transfers	-	-	-	-	-
Capital Outlay	223,788	-	26,131	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 5,134,246	\$ 5,155,510	\$ 5,252,051	\$ 5,029,543	\$ 5,808,815

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Grants/donations received for park development and acquisition per year	\$1,317,984	\$381,375	\$1,200,000	\$400,000

Parks and Public Facilities Department Planning & Construction Division

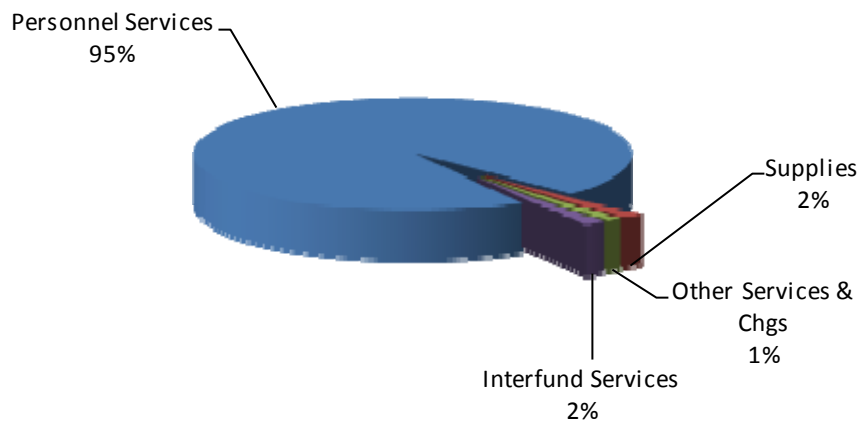
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	0.00	0.00
Recreation Assistant	0.00	0.50	0.50	1.50	1.50
Recreation Aide	0.00	1.00	1.00	0.00	0.00
Total Full-Time Positions:	2.00	3.50	3.50	2.50	2.50

Budget Summary

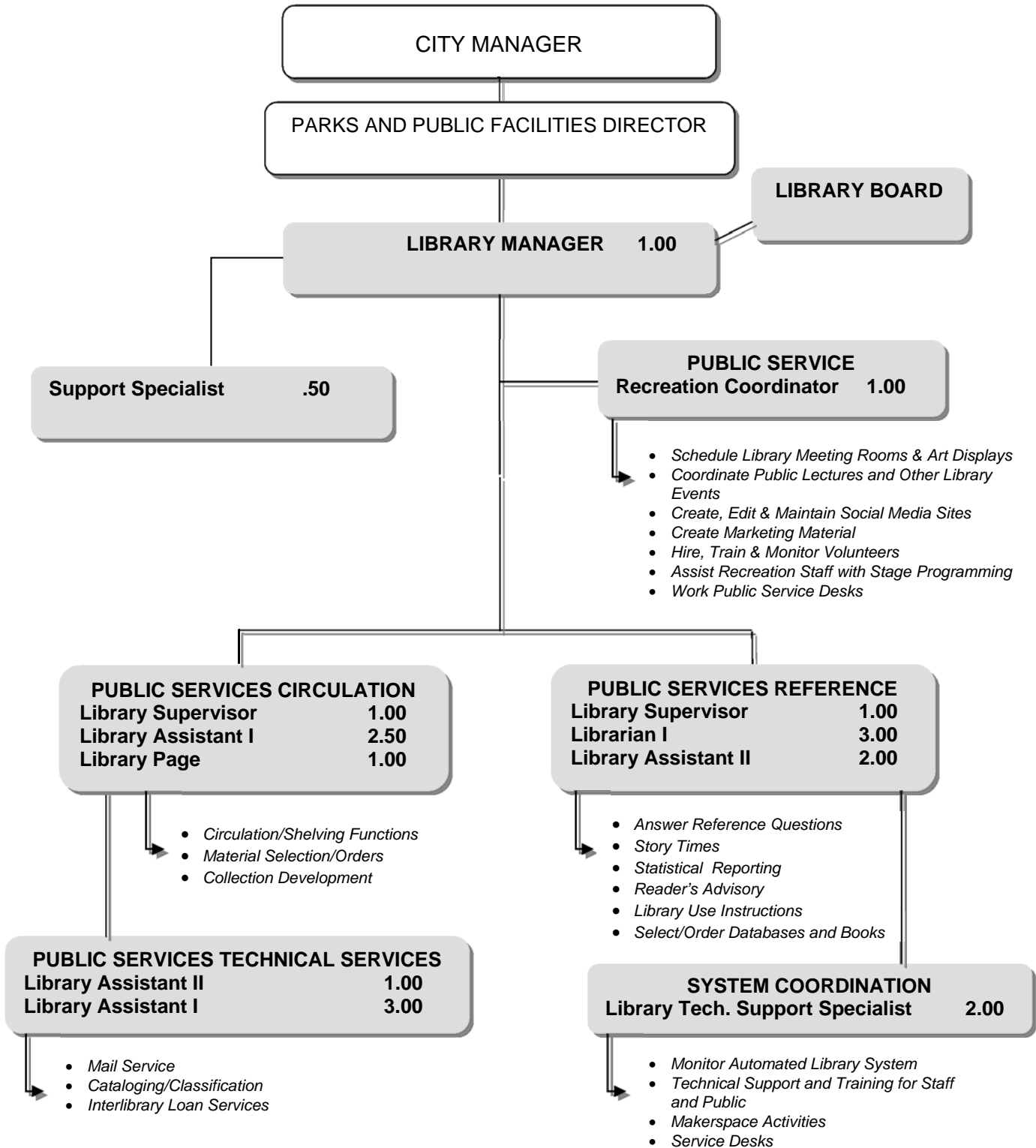
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 389,932	\$ 442,387	\$ 401,220	\$ 340,527	\$ 340,527
Supplies	4,194	3,500	3,500	5,800	5,800
Other Services & Chgs	5,097	4,375	4,375	4,225	4,225
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	5,188	6,535	6,535	4,615	5,705
Total Current Expense	\$ 404,411	\$ 456,797	\$ 415,630	\$ 355,167	\$ 356,257
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 404,411	\$ 456,797	\$ 415,630	\$ 355,167	\$ 356,257

2017 Budget



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

2017 FUNCTIONAL CHART



**General Fund
Parks and Public Facilities Department
Library Division**

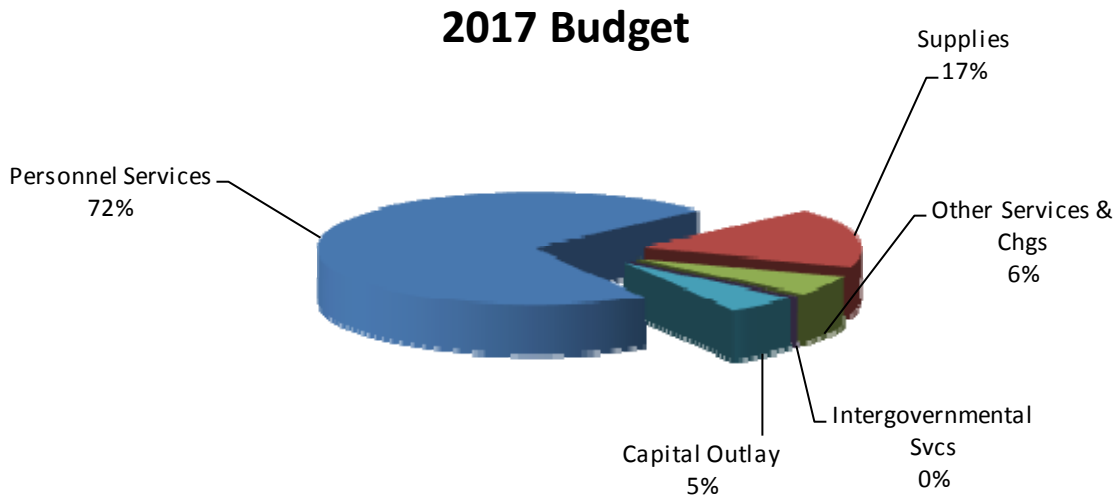
Mission Statement: The Richland Public Library's mission is to inform, empower and enrich the community.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Library O&M expenditures per capita	\$36.60	\$38.05	\$39.17	\$39.69
New library cards/population growth (as a percentage)	8.04%	7.13%	6.19%	5.95%
Overall items circulated	726,629	807,639	783,500	800,000
New library cards	3,789	3,785	3,309	3,200

**General Fund
Parks and Public Facilities Department
Library Division**

Personnel Summary					
	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Library Manager	1.00	1.00	1.00	1.00	1.00
Librarian II	2.00	2.00	2.00	0.00	0.00
Library Supervisor	1.00	1.00	1.00	2.00	2.00
Recreation Coordinator	0.00	0.00	0.00	1.00	1.00
Librarian I	2.00	2.00	2.00	3.00	3.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
Library Tech. Support Specialist	1.00	1.00	1.00	2.00	2.00
Library Assistant III	2.00	2.00	2.00	0.00	0.00
Library Assistant II	3.00	3.00	3.00	3.00	3.00
Library Assistant I	6.00	6.00	5.50	5.50	5.50
Library Page	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	19.50	19.50	19.00	19.00	19.00

Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 1,428,567	\$ 1,592,683	\$ 1,592,683	\$ 1,529,146	\$ 1,529,146
Supplies	307,817	336,217	336,217	361,917	361,917
Other Services & Chgs	156,753	160,788	441,227	127,045	127,045
Intergovernmental Svcs	1,197	2,300	2,300	1,220	1,220
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 1,894,334	\$ 2,091,988	\$ 2,372,427	\$ 2,019,328	\$ 2,019,328
Transfers	-	-	-	-	-
Capital Outlay	18,650	-	57,350	-	115,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,912,984	\$ 2,091,988	\$ 2,429,777	\$ 2,019,328	\$ 2,134,328



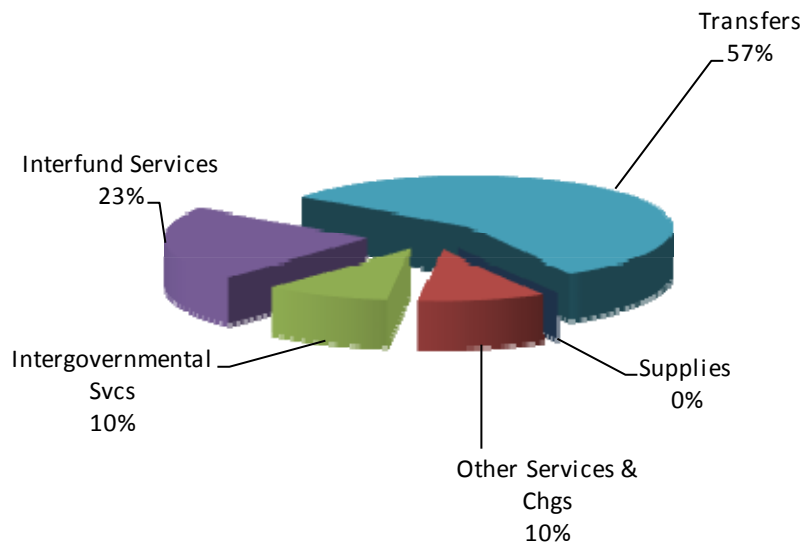
General Fund Administrative Services Department Non-Departmental

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	7,613	1,450	15,300	-	-
Other Services & Chgs	733,435	827,788	1,077,988	537,250	512,250
Intergovernmental Svcs	453,070	524,920	524,920	503,015	503,015
Interfund Services	807,189	951,579	951,579	1,144,494	1,142,184
Total Current Expense	\$ 2,001,307	\$ 2,305,737	\$ 2,569,787	\$ 2,184,759	\$ 2,157,449
Transfers	4,532,749	2,202,789	2,212,789	1,165,935	2,872,417
Capital Outlay	2,028	300,000	400,000	-	1,100,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 6,536,084	\$ 4,808,526	\$ 5,182,576	\$ 3,350,694	\$ 6,129,866

2017 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 was effective January 1, 2015 and will sunset after ten years.

BCES Operations Fund (141) accounts for salaries and benefits costs of City employees who operate the Benton County Emergency Services (BCES). The City's costs are reimbursed through an operating contract agreement with BCES.

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.

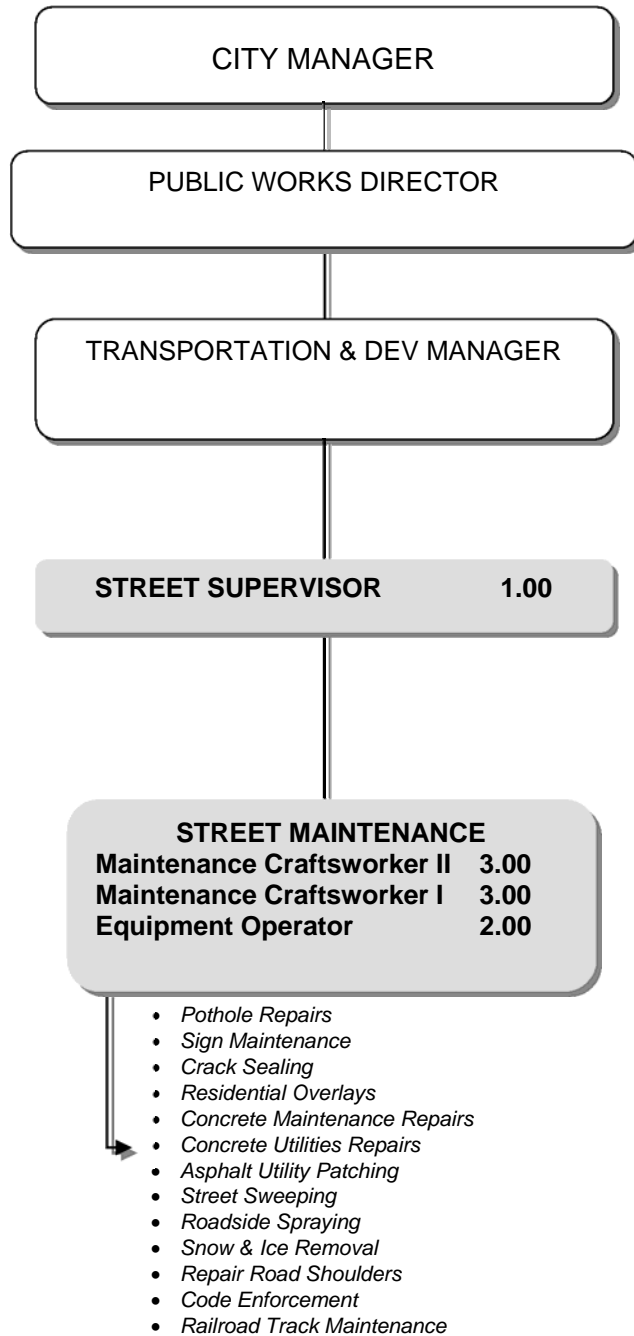
Community Development Block Grant (CDBG) Fund (153) accounts for and reports proceeds from the federal Community Development HUD Block Grant Program.

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



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Pavement Condition Rating (Arterial & Collector)	78	75	72	75
Pavement Condition Rating (Residential)	78	79	78	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)	9:10	5:30	5:30	5:30
Travel time (pm peak) on George Washington Way (from Horn Rapids Road) to Columbia Point Drive (min:sec)	13:10	17:00	17:00	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**

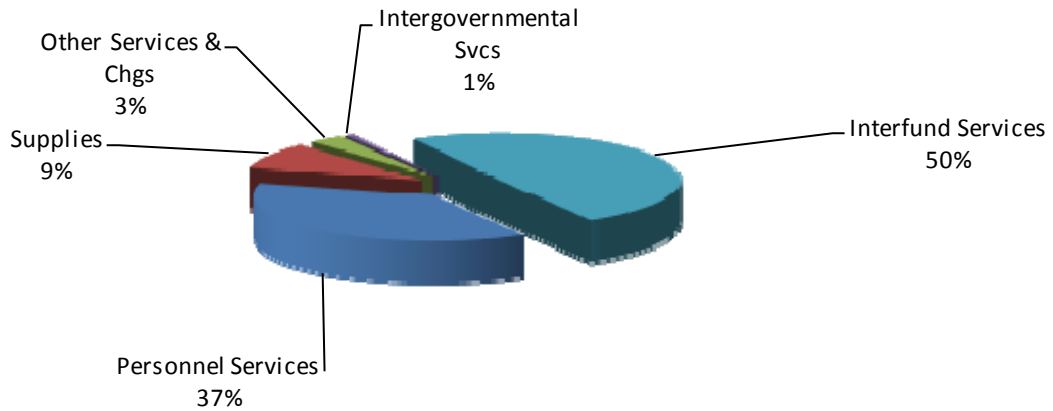
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Streets Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Craftworker II	5.00	4.00	4.00	3.00	3.00
Maintenance Craftworker I	2.00	2.00	2.00	3.00	3.00
Equipment Operator	2.00	2.00	2.00	2.00	2.00
Total Full-Time Positions:	10.00	9.00	9.00	9.00	9.00

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,014,572	\$ 1,136,161	\$ 1,136,161	\$ 1,151,645	\$ 1,151,645
Supplies	215,611	285,085	241,966	271,847	271,847
Other Services & Chgs	61,546	75,737	83,087	96,043	96,043
Intergovernmental Svcs	-	20,600	20,600	22,163	22,163
Interfund Services	947,720	920,347	939,949	1,230,245	1,520,116
Total Current Expense	\$ 2,239,448	\$ 2,437,930	\$ 2,421,763	\$ 2,771,943	\$ 3,061,814
Transfers	-	537,000	573,391	-	-
Capital Outlay	44,176	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,283,625	\$ 2,974,930	\$ 2,995,154	\$ 2,771,943	\$ 3,061,814

2017 Budget



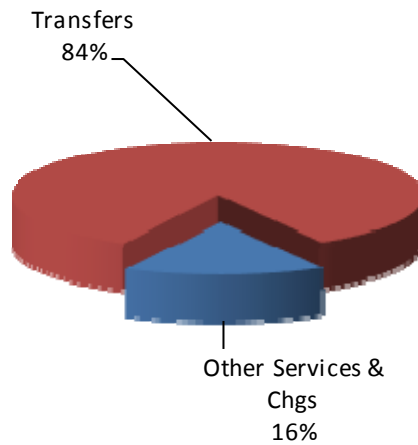
**Park Reserve Fund
Parks and Public Facilities Department
PARK RESERVE**

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

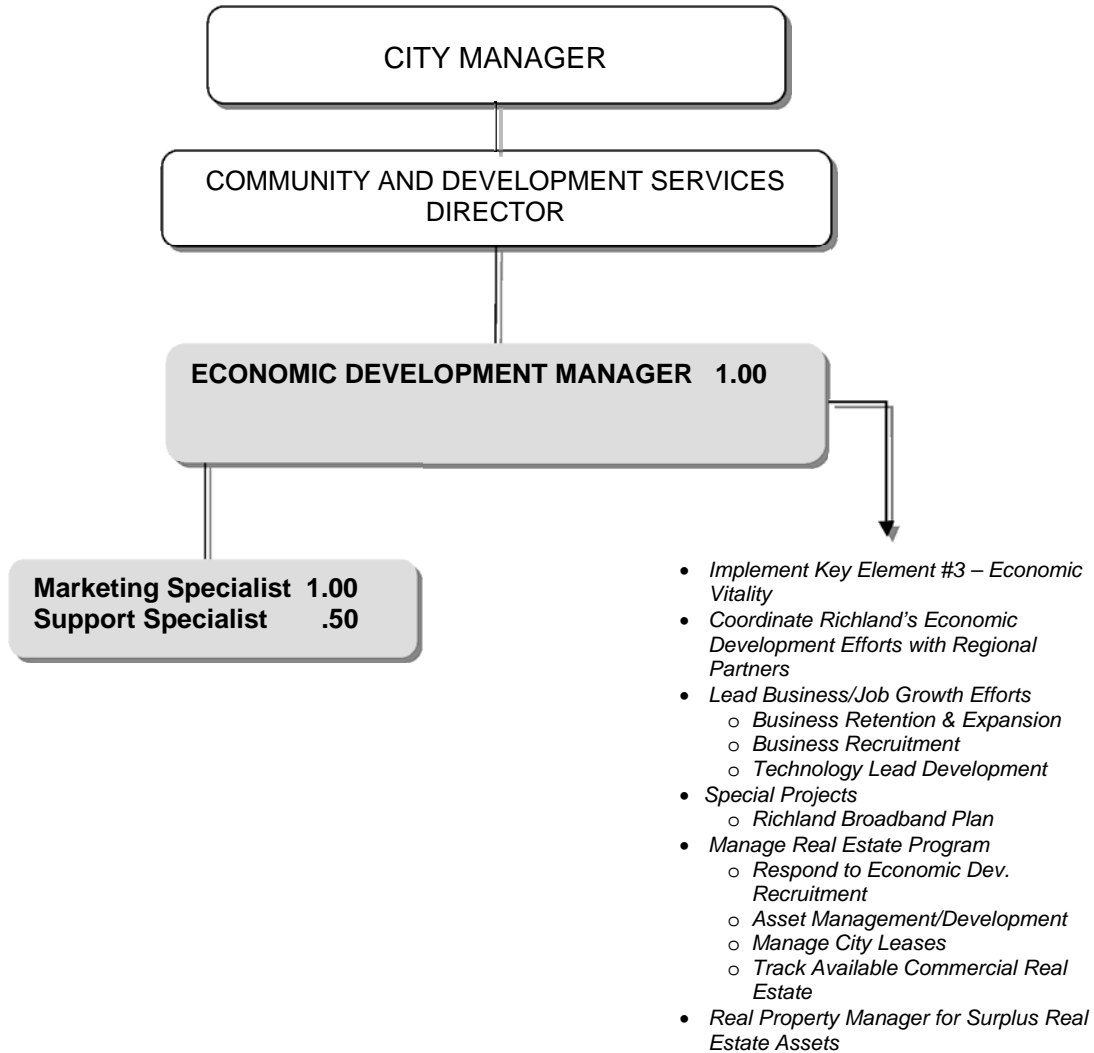
DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	19,249	20,000	20,000	20,700	20,700
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 19,249	\$ 20,000	\$ 20,000	\$ 20,700	\$ 20,700
Transfers	348,975	262,075	356,793	59,975	109,975
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 368,224	\$ 282,075	\$ 376,793	\$ 80,675	\$ 130,675

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Non-residential assessed value as a percentage of total assessed value	35.8%	38.9%	34.2%	36.1%
Horn Rapids total assessed value (in millions)	\$247.50	\$371.31	\$378.74	\$386.32

Industrial Development Fund Community and Development Services Economic Development Division

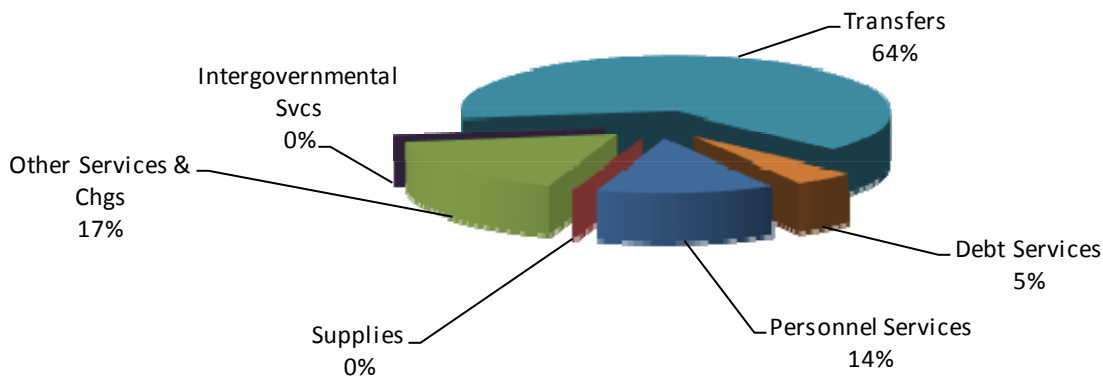
Personnel Summary

	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	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	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 9,231	\$ 280,010	\$ 280,010	\$ 278,264	\$ 278,264
Supplies	3,518	1,500	1,500	1,500	1,500
Other Services & Chgs	371,938	371,202	606,822	362,392	360,592
Intergovernmental Svcs	865	5,850	5,850	5,900	5,900
Interfund Services	5,285	15,085	15,085	165,400	249,427
Total Current Expense	\$ 390,837	\$ 673,647	\$ 909,267	\$ 813,456	\$ 895,683
Transfers	1,539,377	273,106	4,564,567	174,260	1,327,710
Capital Outlay	418,973	291,559	1,597,971	41,335	41,335
Debt Services	94,552	96,257	96,257	96,256	96,256
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,443,739	\$ 1,334,569	\$ 7,168,062	\$ 1,125,307	\$ 2,360,984

2017 Budget



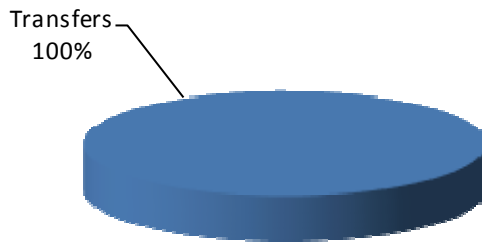
**Criminal Justice Fund
Police Services Department
Criminal Justice**

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	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	47,724	43,040	43,040	56,884	64,389
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 47,724	\$ 43,040	\$ 43,040	\$ 56,884	\$ 64,389

2017 Budget



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

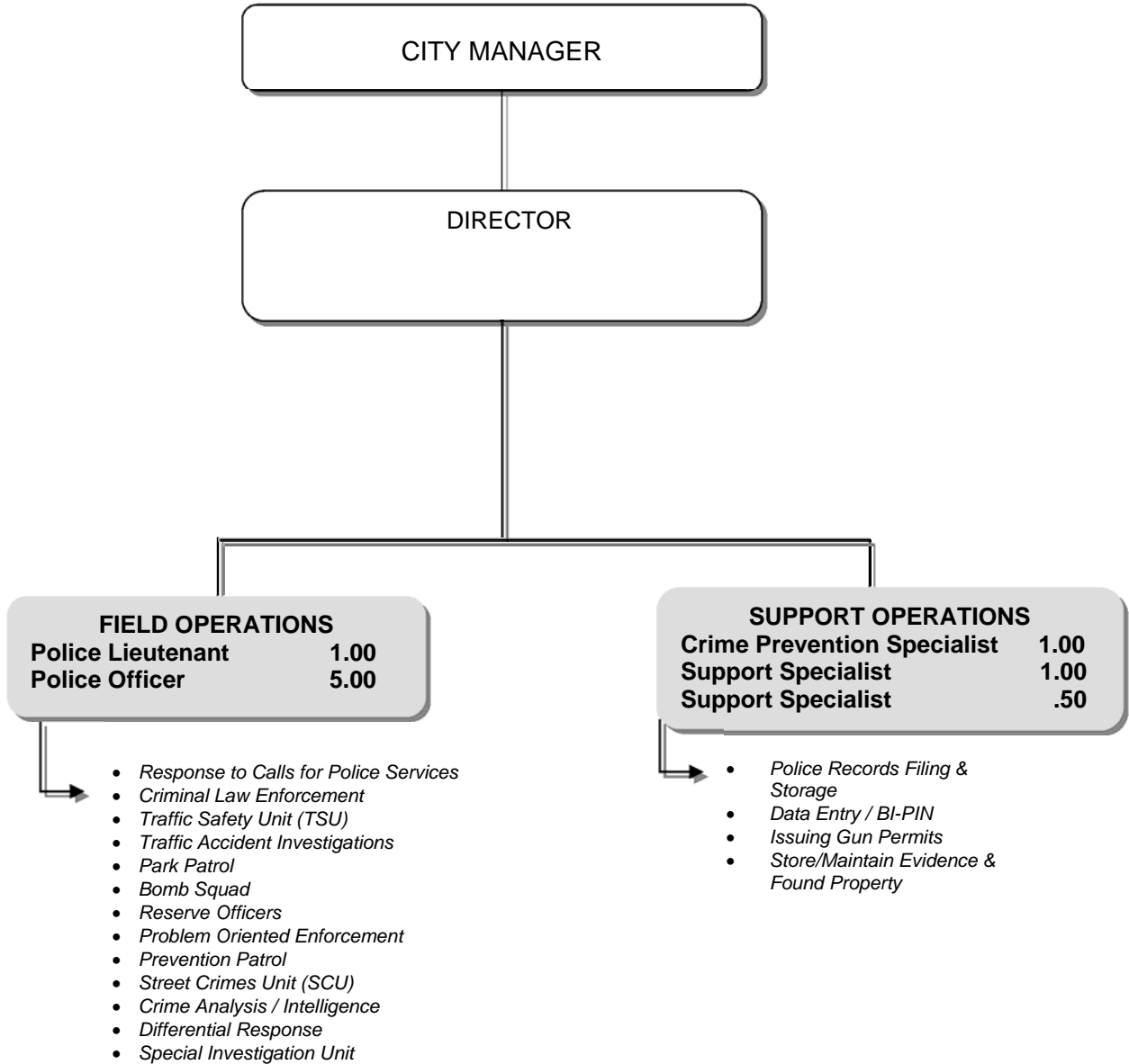
Mission Statement: This fund is used to account for and report annual deposits from Richland Public Facility District to the City to fund a contingency reserve for the PFD facility, per contract between the City and the PFD.

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 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
City Administration
POLICE SERVICES**

2017 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.

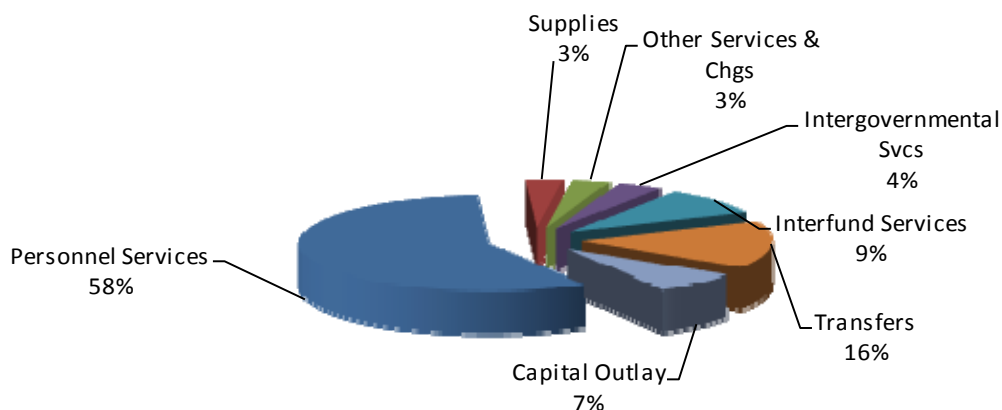
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Police Lieutenant	0.00	1.00	1.00	1.00	1.00
Police Officer	0.00	5.00	5.00	5.00	5.00
Crime Prevention Specialist	0.00	0.00	1.00	1.00	1.00
Support Specialist	0.00	1.00	1.50	1.50	1.50
Total Full-Time Positions:	0.00	7.00	8.50	8.50	8.50

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 389,722	\$ 980,114	\$ 980,114	\$ 1,016,977	\$ 1,016,977
Supplies	74,614	34,022	36,125	34,022	57,077
Other Services & Chgs	14,323	56,359	56,359	55,972	55,972
Intergovernmental Svcs	7,367	62,876	62,876	68,235	68,235
Interfund Services	28,441	136,748	136,748	90,925	162,397
Total Current Expense	\$ 514,468	\$ 1,270,119	\$ 1,272,222	\$ 1,266,131	\$ 1,360,658
Transfers	224,000	66,000	66,000	-	283,358
Capital Outlay	-	-	14,283	-	129,463
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 738,468	\$ 1,336,119	\$ 1,352,505	\$ 1,266,131	\$ 1,773,479

2017 Budget

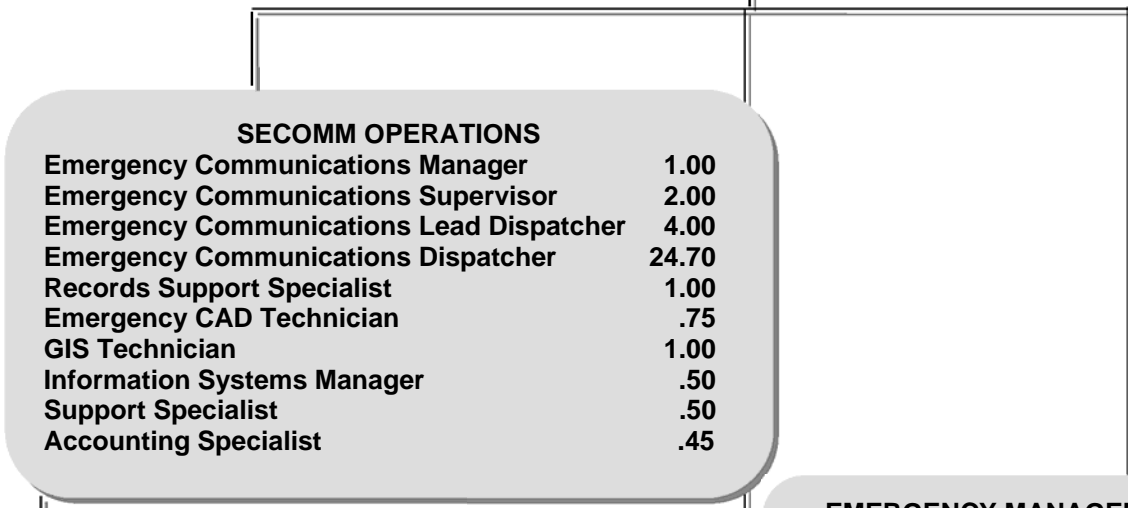


**BCES Operations Fund
Benton County Emergency Services
Police Services**

2017 FUNCTIONAL CHART

CITY MANAGER

POLICE SERVICES DIRECTOR
40.40 FTE



SECOMM OPERATIONS

Emergency Communications Manager	1.00
Emergency Communications Supervisor	2.00
Emergency Communications Lead Dispatcher	4.00
Emergency Communications Dispatcher	24.70
Records Support Specialist	1.00
Emergency CAD Technician	.75
GIS Technician	1.00
Information Systems Manager	.50
Support Specialist	.50
Accounting Specialist	.45

EMERGENCY MANAGEMENT OPERATIONS

Emergency Manager	1.00
CAD Technician	.12
Information Systems Manager	.20
Emergency Planner	2.00
Support Specialist	.20
Accounting Specialist	.50

800 MHz & Microwave

Information Systems Manager	.30
CAD Technician	.13
Accounting Specialist	.05

- Development & Maintenance of 911 MSAG Database
- Maintenance of CAD and Peripherals
- Development & Maintain 911 Map
- Dispatch Fire Depts.
- Dispatch Districts
- Answer/Handle 911 Calls
- Dispatch Police & Sheriff
- Dispatch Data
- Dispatch Primaries during Restrictions
- Answer/Handle Non-emergency calls
- Entry Level & Specialized Training

- Supervise EM Personnel & Coordinate Overall Program Management
- Administrative and Financial Services Support for All Programs
- Development & Maint. of Emergency Plans for Hanford Jurisdiction, Local Jurisdictions and Energy NW Power Plant

- Support and maintain communication equipment
- Ensure communication capabilities between various communications systems

**BCES Operations Fund
Benton County Emergency Services
Police Services**

Mission Statement:

- Southeast Communications (SECOMM) Division serves as the 911 Public Safety Answering Point for Benton County through provision of emergency law enforcement, fire/medical dispatch services and public education about 911 services. SECOMM uses the core values of Teamwork, Integrity, and Excellence as the guide. SECOMM is committed to providing superior level of service to customers through; clear and accurate communication, creative and determined problem solving, and conscientious and critical decision-making.
- Benton County Emergency Management is to minimize the impact of disasters on the people, property, economy, and environment of Benton County, through planning, preparation, education, training, and coordination. By doing these things, we enhance the safety of Benton County residents.

PERFORMANCE INDICATORS

Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Requests for Services				
Law enforcement	94,000	93,500	98,600	100,000
Fire & Emergency Medical	19,000	21,000	22,218	23,500
Population Serviced	185,000	190,000	195,000	200,000
CGS/REP drills/exercise	12	12	14	14
Local drills	12	7	7	7
EOC activations for emergencies	4	3	4	4

BCES Operations Fund Benton County Emergency Services Police Services

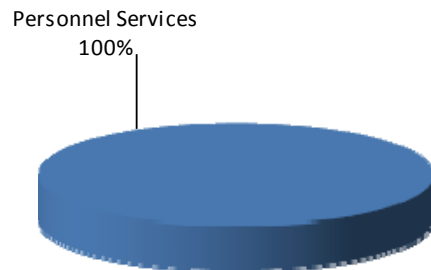
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Emergency Communications Manager	0.00	0.00	1.00	1.00	1.00
Emergency Communications Supervisor	0.00	0.00	2.00	2.00	2.00
Emergency Comm. Lead Dispatcher	0.00	0.00	4.00	4.00	4.00
Emergency Comm. Dispatcher	0.00	0.00	24.70	24.70	24.70
Records Support Specialist	0.00	0.00	1.00	1.00	1.00
Emergency CAD Technician/CAD Tech.	0.00	0.00	1.00	1.00	1.00
GIS Technician	0.00	0.00	1.00	1.00	1.00
Information Systems Manager	0.00	0.00	1.00	1.00	1.00
Emergency Manager	0.00	0.00	1.00	1.00	1.00
Emergency Planner	0.00	0.00	1.70	2.00	2.00
Accounting Specialist	0.00	0.00	1.00	1.00	1.00
Support Specialist	0.00	0.00	0.70	0.70	0.70
Total Full-Time Positions:	0.00	0.00	40.10	40.40	40.40

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ 4,145,938	\$ 4,171,839	\$ 4,171,839
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ 4,145,938	\$ 4,171,839	\$ 4,171,839
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ -	\$ -	\$ 4,145,938	\$ 4,171,839	\$ 4,171,839

2017 Budget



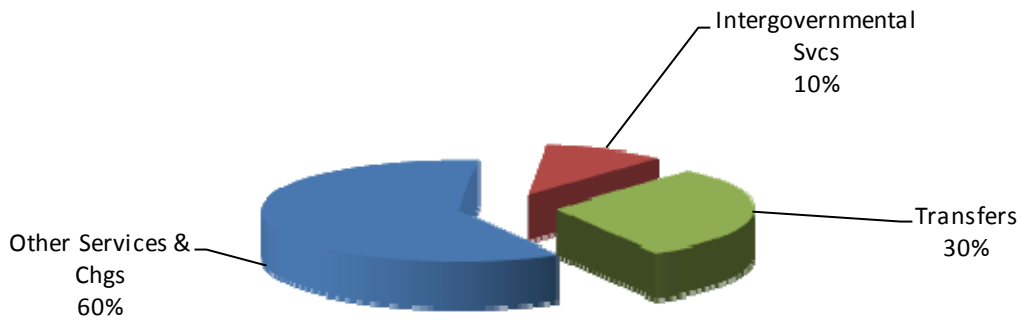
**Hotel/Motel Tax Fund
Communications & Marketing Division
Hotel/Motel Tax**

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	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	292,268	675,377	675,377	748,300	748,300
Intergovernmental Svcs	125,000	125,000	125,000	125,000	125,000
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 417,268	\$ 800,377	\$ 800,377	\$ 873,300	\$ 873,300
Transfers	457,353	170,623	170,623	101,700	376,700
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 874,621	\$ 971,000	\$ 971,000	\$ 975,000	\$ 1,250,000

2017 Budget



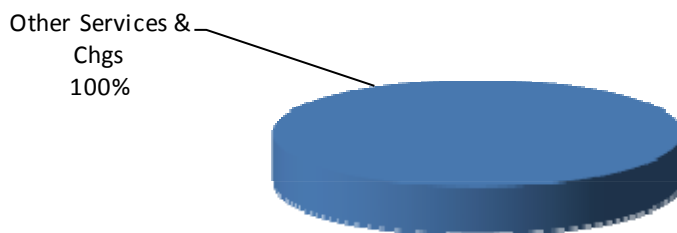
**Special Lodging Assessment Fund
Communications & Marketing Division
Tourism Promotion Area Division**

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

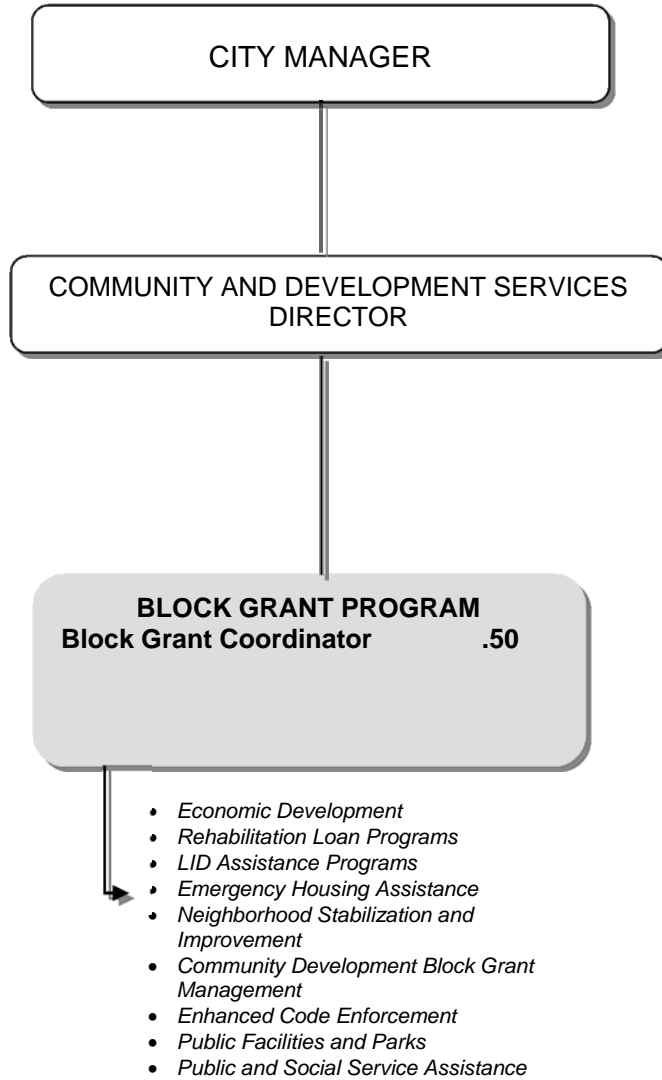
DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	481,655	500,500	500,500	500,500	500,500
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 481,655	\$ 500,500	\$ 500,500	\$ 500,500	\$ 500,500
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 481,655	\$ 500,500	\$ 500,500	\$ 500,500	\$ 500,500

2017 Budget



**Community and Development Services
CDBG**

2017 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.

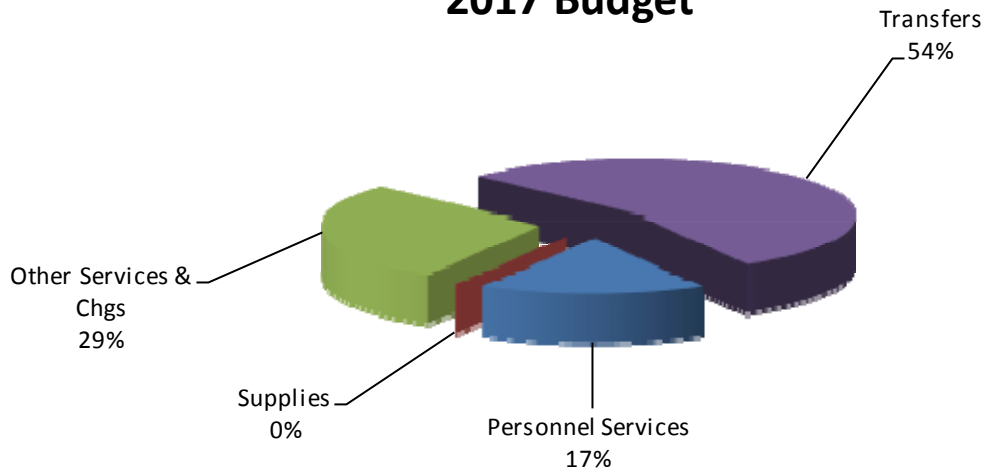
PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Federal CDBG Grant Investment	\$170,690	\$323,282	\$167,342	\$227,404
Total Low Income Persons Served	13,852	17,494	16,104	8,425
Federal CDBG Investment	\$32,120	\$27,209	\$181,000	\$40,000
Total Low Income Households Served	4	2	4	2

Community and Development Services CDBG

Personnel Summary					
	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Block Grant Coordinator	0.50	0.50	0.50	0.50	0.50
Housing Resource Specialist	0.75	0.00	0.00	0.00	0.00
Total Full-Time Positions:	1.25	0.50	0.50	0.50	0.50

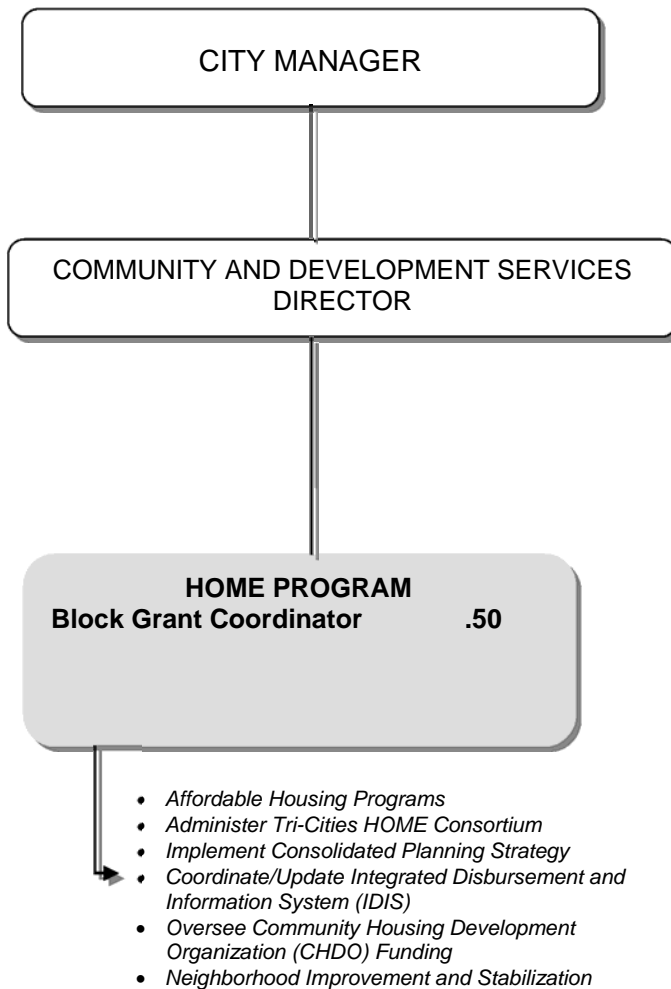
Budget Summary					
	2015	2016	2016	2017	2017
DESCRIPTION	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 43,596	\$ 54,915	\$ 54,915	\$ 57,287	\$ 57,287
Supplies	117	200	200	200	200
Other Services & Chgs	54,935	197,566	383,473	284,513	97,909
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 98,648	\$ 252,681	\$ 438,588	\$ 342,000	\$ 155,396
Transfers	241,779	114,300	253,892	-	186,604
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 340,426	\$ 366,981	\$ 692,480	\$ 342,000	\$ 342,000

2017 Budget



Community and Development Services HOME

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Private Capital Leveraged per dollar of Federal Affordable Housing Public Investment	\$12.46	\$12.44	\$13.82	\$12.91

Community and Development Services HOME

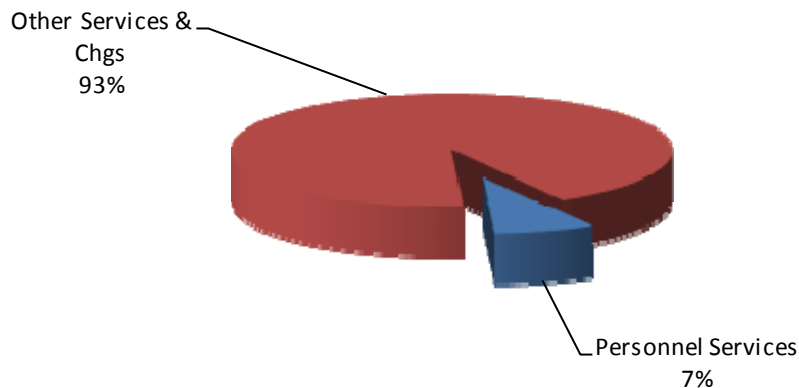
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Block Grant Coordinator	0.50	0.50	0.50	0.50	0.50
Housing Resource Specialist	0.25	0.00	0.00	0.00	0.00
Total Full-Time Positions:	0.75	0.50	0.50	0.50	0.50

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 54,539	\$ 54,915	\$ 54,915	\$ 57,287	\$ 57,287
Supplies	1	-	-	-	-
Other Services & Chgs	910,600	674,565	1,272,467	711,043	711,043
Intergovernmental Svcs	10,099	-	24,062	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 975,239	\$ 729,480	\$ 1,351,444	\$ 768,330	\$ 768,330
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 975,239	\$ 729,480	\$ 1,351,444	\$ 768,330	\$ 768,330

2017 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.

LRF (Local Revitalization Financing) 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.

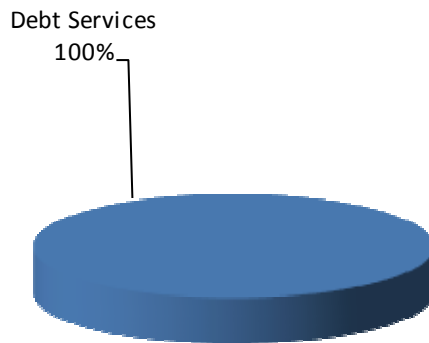
**LTGO Bonds Fund
Administrative Services Department
Limited Tax General Obligation Improvement**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,815,166	1,812,438	1,812,438	1,271,958	1,718,818
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,815,166	\$ 1,812,438	\$ 1,812,438	\$ 1,271,958	\$ 1,718,818

2017 Budget



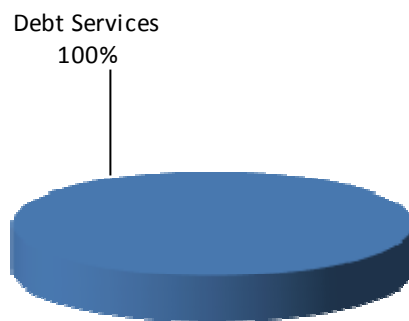
**Fire Station 74 Bond Fund
Administrative Services Department
Fire Station Debt Service**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	238,611	241,487	241,487	239,082	239,082
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 238,611	\$ 241,487	\$ 241,487	\$ 239,082	\$ 239,082

2017 Budget



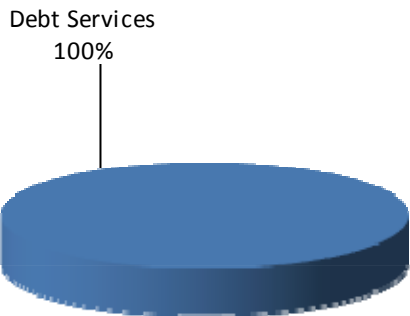
**Police Station Bond Fund
Administrative Services Department
Police Station Debt Service**

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 by property tax assessments and is scheduled for final debt service payment in 2019.

Budget Summary

DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,208,258	242,475	242,475	248,050	248,050
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,208,258	\$ 242,475	\$ 242,475	\$ 248,050	\$ 248,050

2017 Budget



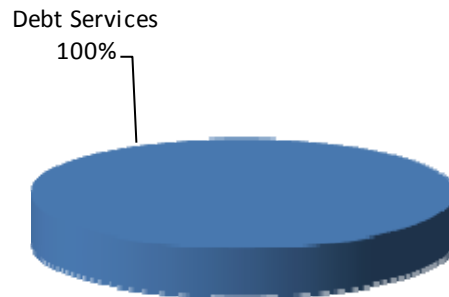
**Richland Community Center Bond Fund
Administrative Services Department
Richland Community Center Debt Service**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	1,527,291	304,625	304,625	309,140	309,140
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,527,291	\$ 304,625	\$ 304,625	\$ 309,140	\$ 309,140

2017 Budget

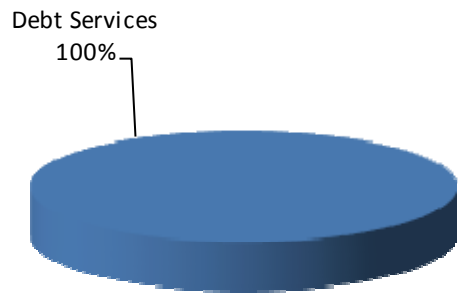


**Library Bond Fund
Administrative Services Department
Library Debt Service**

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 receives revenue through voter approved property tax assessments and accounts for all interest and principal payments on the bonds.

Budget Summary					
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	15,128,053	1,287,700	1,287,700	1,331,975	1,331,975
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 15,128,053	\$ 1,287,700	\$ 1,287,700	\$ 1,331,975	\$ 1,331,975

2017 Budget



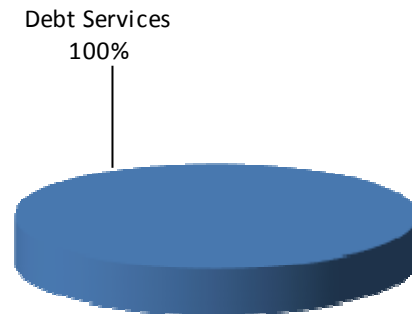
**LRF Debt Service Fund
Administrative Services Department
LRF Debt Service**

Mission Statement: The LRF (Local Revitalization Financing) 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 Revitalization Area for Industry, Science and Education (RAISE) area.

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	656,958	659,846	659,846	655,148	655,148
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 656,958	\$ 659,846	\$ 659,846	\$ 655,148	\$ 655,148

2017 Budget



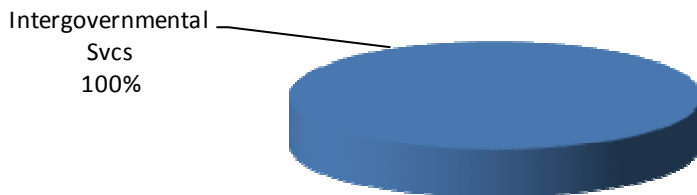
**LID Guaranty Fund
Administrative Services Department
LID Guaranty**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	7	10	10	10	10
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 7	\$ 10	\$ 10	\$ 10	\$ 10
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7	\$ 10	\$ 10	\$ 10	\$ 10

2017 Budget



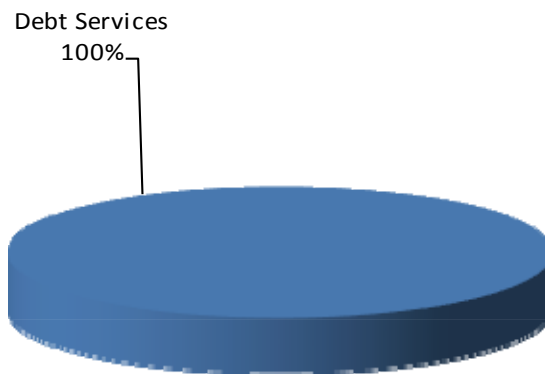
**Special Assessment Debt Service Fund
Administrative Services Department
Special Assessment**

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	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	64,930	850,000	850,000	-	-
Capital Outlay	-	-	-	-	-
Debt Services	2,011	2,282	2,282	61,470	61,470
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 66,941	\$ 852,282	\$ 852,282	\$ 61,470	\$ 61,470

2017 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.

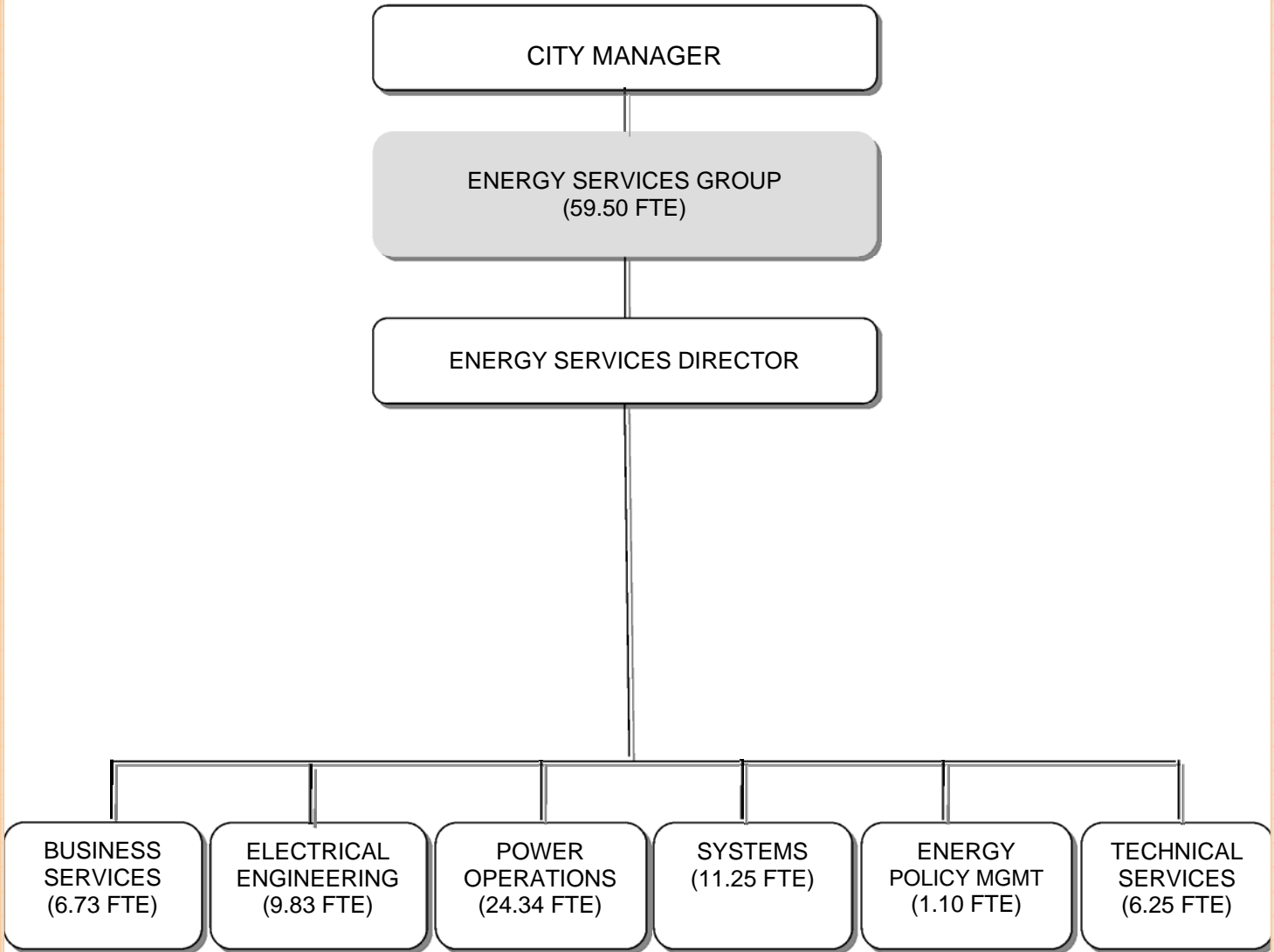
Golf Course Fund (406) is used to account for the provision of Columbia Point Golf service to the residents of the City. All activities necessary to provide such service are accounted for in this fund, including maintenance, operations and debt service.

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.

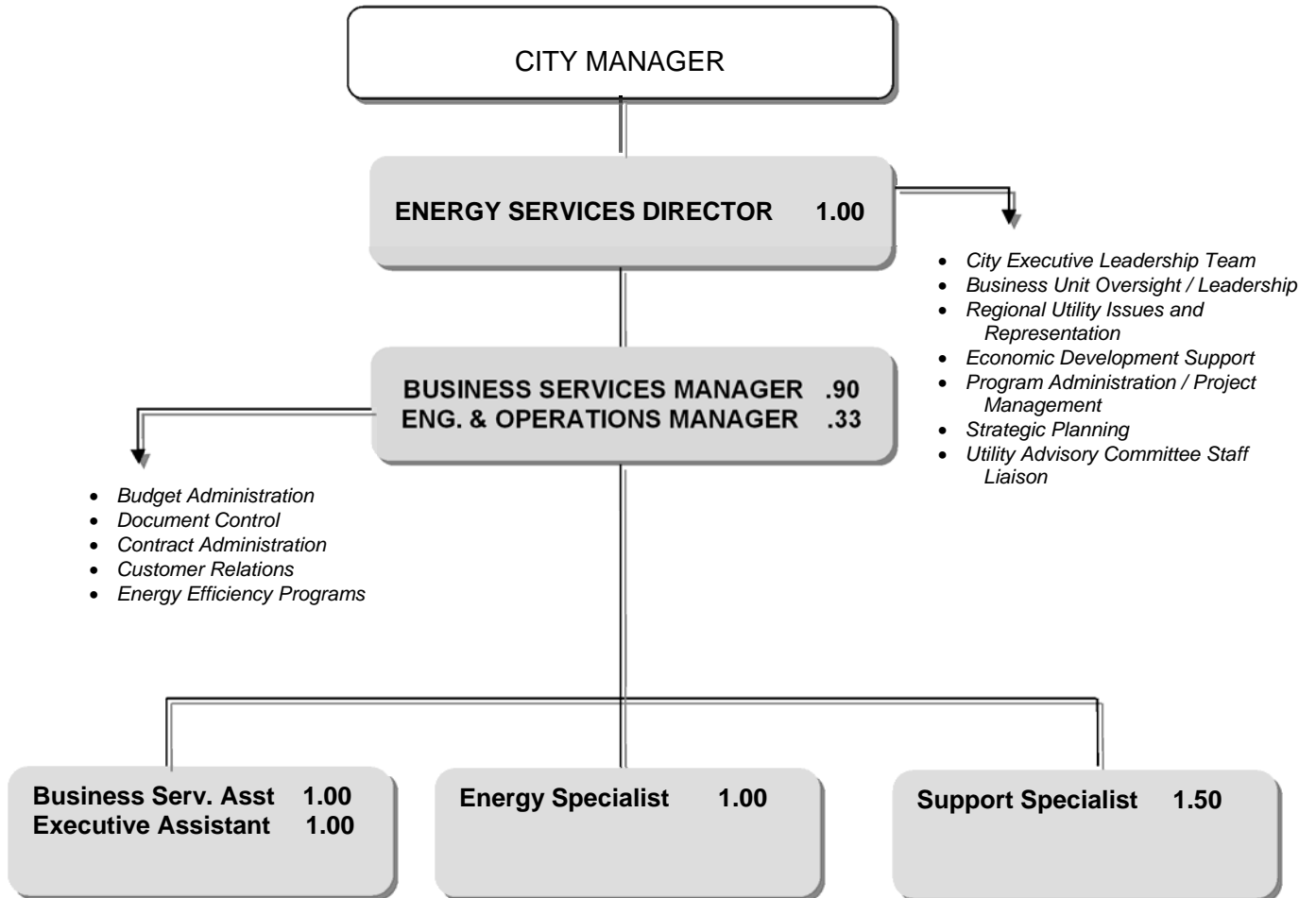
**Electric Fund
Energy Services Department**

2017 FUNCTIONAL CHART



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Retail sales revenue per retail MWh sold	\$56.88	\$57.01	\$62.52	\$62.41
Operating expense per retail MWh sold	\$62.49	\$63.87	\$65.89	\$66.43
Non-power operating expense per retail MWh sold	\$23.21	\$23.67	\$23.48	\$23.23
Lost time accident per 100 employees	9	5	10	5
MWhs sold per employee	15,630	15,569	15,860	16,085
Energy conservation annual new loans	\$943,239	\$786,820	\$790,000	\$800,000

Electric Fund Energy Services Department Business Services Division

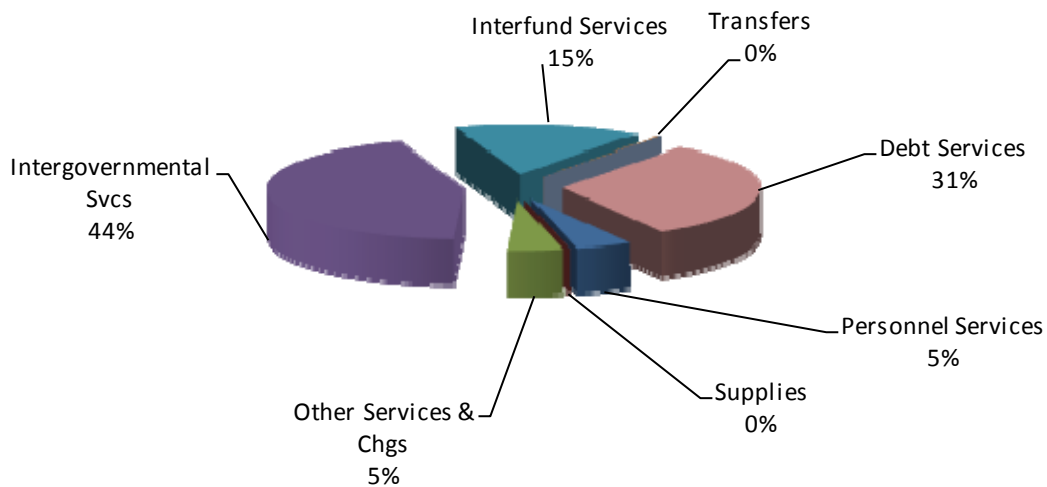
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Energy Services Director	1.00	1.00	1.00	1.00	1.00
Business Services Manager	1.00	0.90	0.90	0.90	0.90
Eng. & Operations Manager	0.00	0.00	0.00	0.33	0.33
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Business Services Assistant	0.00	0.00	1.00	1.00	1.00
Energy Specialist	1.00	1.00	1.00	1.00	1.00
Support Specialist	1.50	1.50	1.50	1.50	1.50
Total Full-Time Positions:	5.50	5.40	6.40	6.73	6.73

Budget Summary

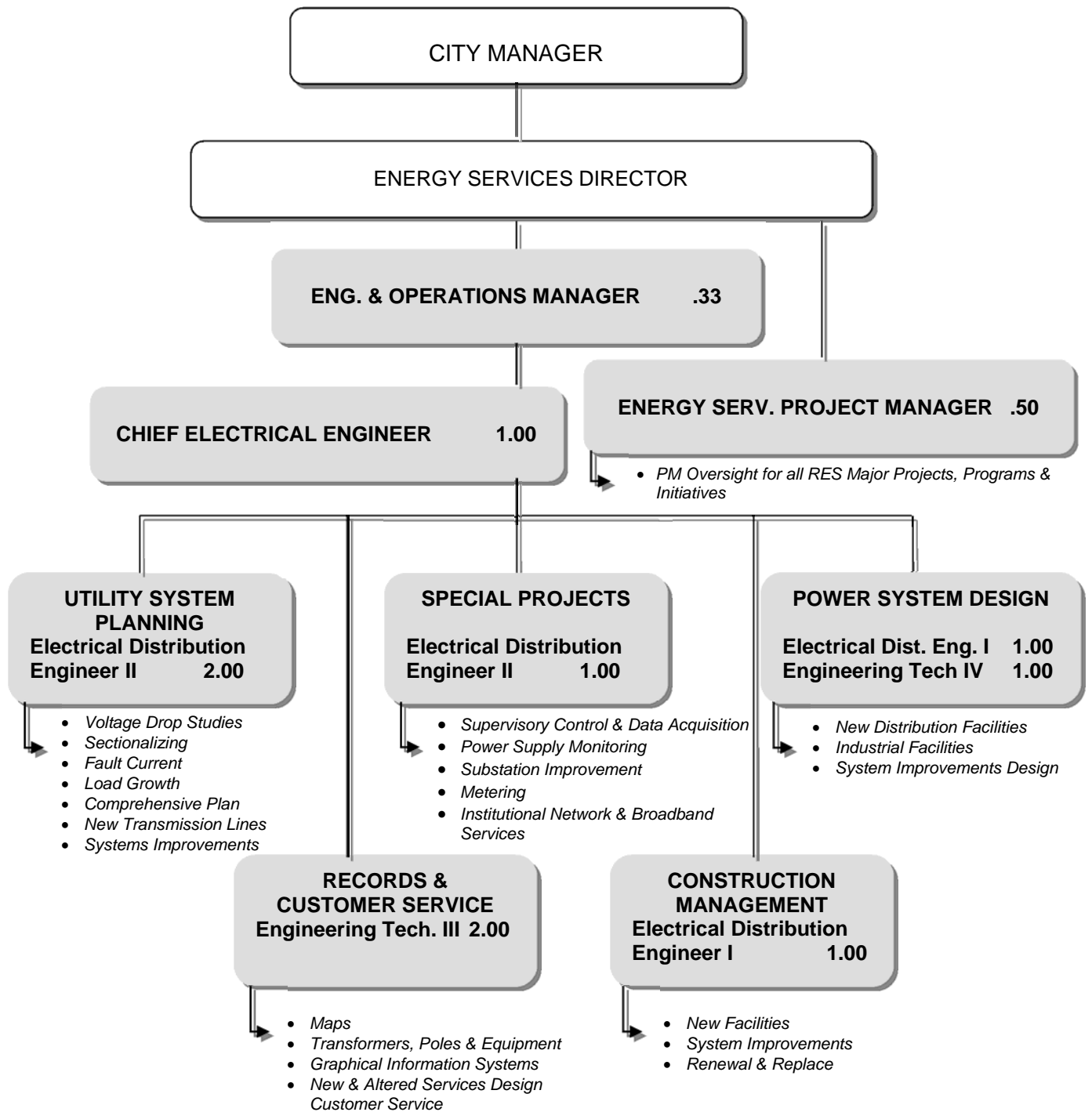
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 914,686	\$ 783,998	\$ 783,998	\$ 875,240	\$ 875,240
Supplies	4,299	11,600	10,700	5,100	5,100
Other Services & Chgs	758,895	628,483	636,083	664,500	864,500
Intergovernmental Svcs	6,226,030	7,658,200	7,658,200	8,305,341	8,305,341
Interfund Services	2,346,892	2,592,883	2,592,883	2,187,200	2,900,705
Total Current Expense	\$10,250,801	\$11,675,164	\$11,681,864	\$12,037,381	\$12,950,886
Transfers	30,000	30,000	30,000	30,000	30,000
Capital Outlay	-	2,542	2,542	-	-
Debt Services	5,464,771	6,435,836	6,435,836	5,980,080	5,980,080
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$15,745,572	\$18,143,542	\$18,150,242	\$18,047,461	\$18,960,966

2017 Budget



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

2017 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 a 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Service area in square miles per engineering employee	6.5	6.1	5.8	5.3
Number of customers per engineering employee	2,920	2,796	2,685	2,501
Request for Services				
Temporary Services	264	256	247	250
New Services	350	289	276	280
Altered Services	53	70	21	30
Significant Projects	117	108	53	100

Electric Fund Energy Services Department Electrical Engineering Division

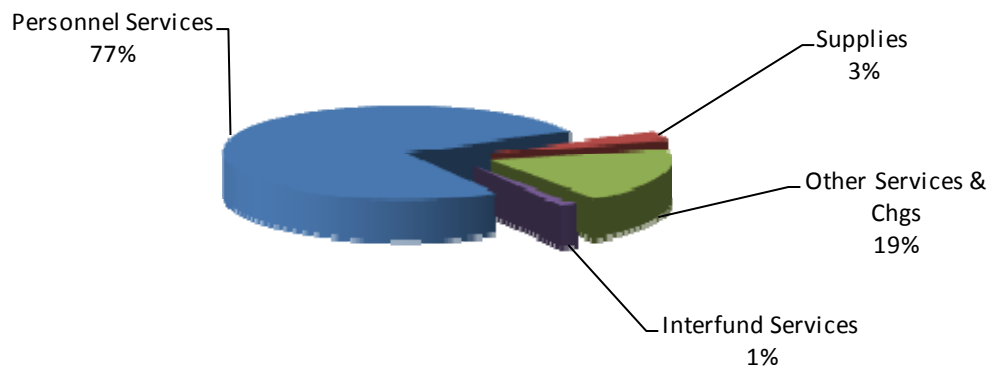
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Eng. & Operations Manager	0.00	0.00	0.00	0.33	0.33
Energy Service Project Manager	0.00	0.00	0.00	0.50	0.50
Chief Electrical Engineer	1.00	1.00	1.00	0.00	1.00
Electrical Engineering Supervisor	0.00	0.00	1.00	0.00	0.00
Elec. Distribution Engineer II	3.00	3.00	3.00	3.00	3.00
Elec. Distribution Engineer I	1.00	2.00	2.00	2.00	2.00
Engineering Tech IV	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	2.00	2.00	2.00	2.00	2.00
Total Full-Time Positions:	8.00	9.00	10.00	8.83	9.83

Budget Summary

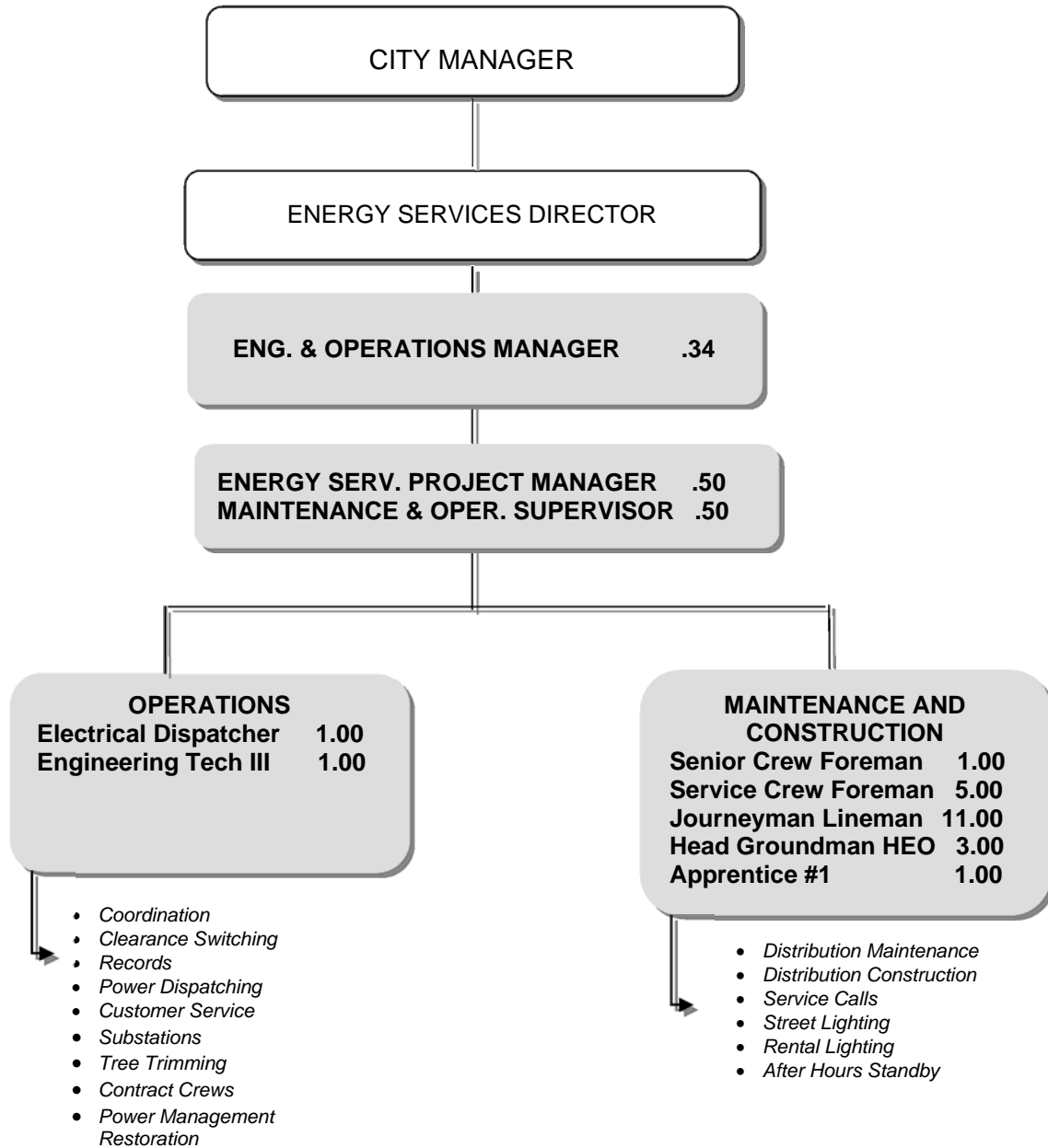
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,234,290	\$ 1,473,320	\$ 1,473,320	\$ 1,321,588	\$ 1,509,521
Supplies	58,376	62,500	67,900	58,550	58,550
Other Services & Chgs	112,377	402,387	504,344	65,955	374,955
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	19,968	16,800	16,800	19,000	28,035
Total Current Expense	\$ 1,425,012	\$ 1,955,007	\$ 2,062,364	\$ 1,465,093	\$ 1,971,061
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,425,012	\$ 1,955,007	\$ 2,062,364	\$ 1,465,093	\$ 1,971,061

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Number of unscheduled outages per mile of distribution line	0.21	0.27	0.16	0.16
System average interruption duration index (SAIDI)	81.181	18.375	29.560	29.500
System average interruption frequency index (SAIFI)	0.33	0.16	0.24	0.16

Electric Fund Energy Services Department Power Operations Division

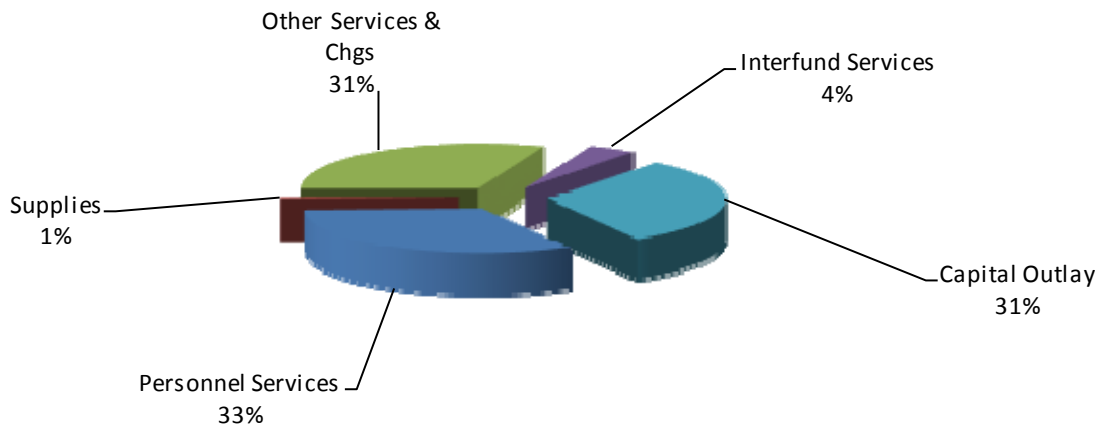
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Eng. & Operations Manager	0.00	0.00	0.00	0.34	0.34
Engery Services Project Manager	0.00	0.00	0.00	0.50	0.50
Maintenance & Oper. Supervisor	0.00	0.00	0.00	0.50	0.50
Power Operations Supervisor	1.00	1.00	1.00	0.00	0.00
Electrical Systems Dispatcher	1.00	1.00	1.00	1.00	1.00
Electrical Systems Dispatcher II	1.00	1.00	1.00	0.00	0.00
Engineering Tech III	1.00	1.00	1.00	1.00	1.00
Senior Crew Foreman	0.00	0.00	0.00	1.00	1.00
Service Crew Foreman	5.00	5.00	5.00	5.00	5.00
Journeyman Lineman	11.00	11.00	11.00	11.00	11.00
Heads Groundsman HEO	3.00	3.00	3.00	3.00	3.00
Apprentice #1	0.00	0.00	0.00	1.00	1.00
Total Full-Time Positions:	23.00	23.00	23.00	24.34	24.34

Budget Summary

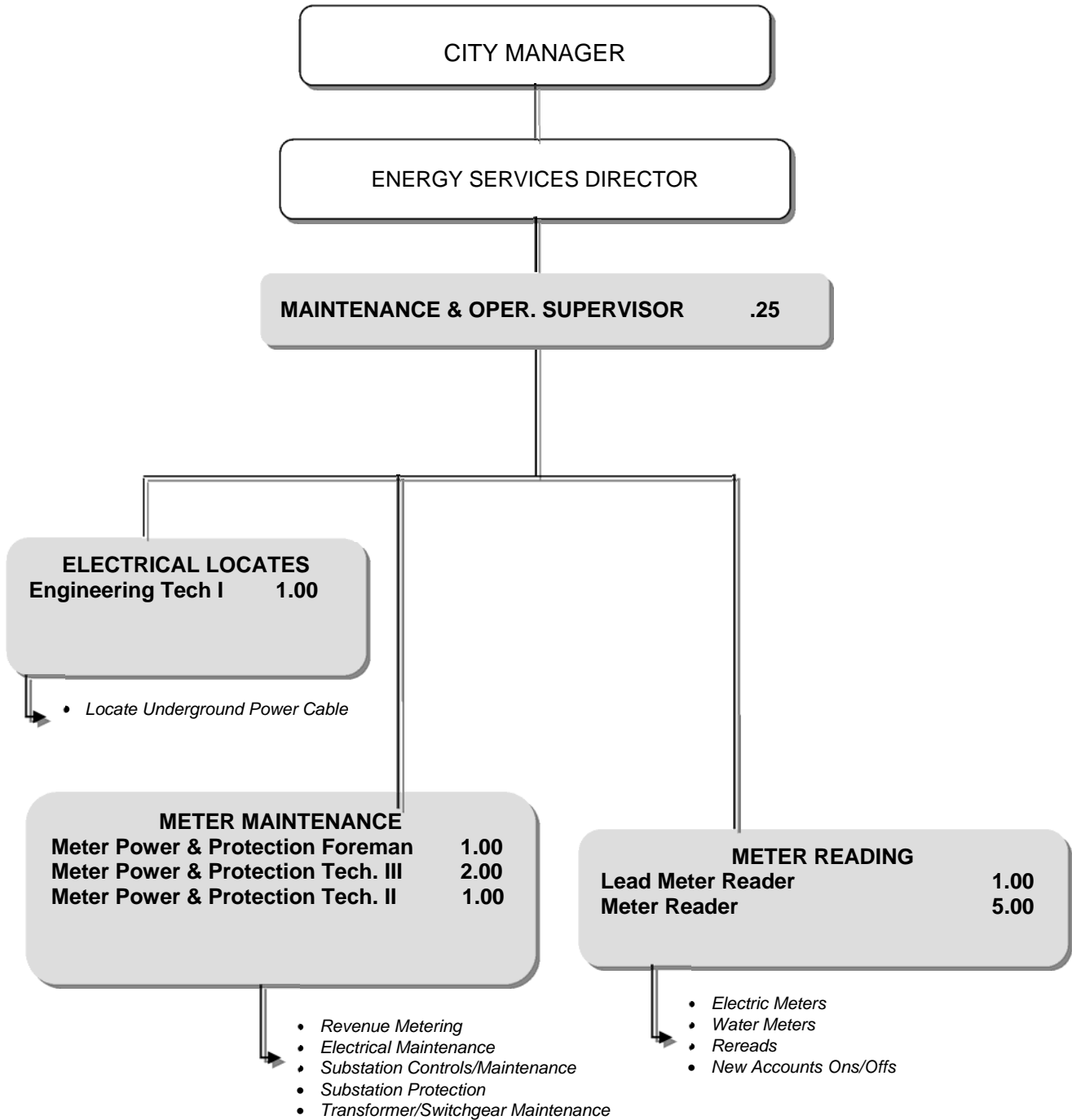
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 3,496,899	\$ 3,668,301	\$ 3,668,301	\$ 3,924,764	\$ 3,924,764
Supplies	46,883	62,350	62,350	64,300	64,300
Other Services & Chgs	940,668	1,815,674	2,557,180	689,100	3,725,100
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	388,725	485,600	485,600	257,700	523,355
Total Current Expense	\$ 4,873,176	\$ 6,031,925	\$ 6,773,431	\$ 4,935,864	\$ 8,237,519
Transfers	-	-	-	-	-
Capital Outlay	2,131,168	2,478,000	2,583,000	350,000	3,752,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7,004,344	\$ 8,509,925	\$ 9,356,431	\$ 5,285,864	\$ 11,989,519

2017 Budget



**Electric Fund
Energy Services Department
SYSTEMS DIVISION**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Electric meter installations	1,701	1,905	1,650	1,700
Water meter reads per year	221,038	223,432	226,812	230,200
Electric meter reads per year	314,006	319,170	329,112	336,600

Electric Fund Energy Services Department Systems Division

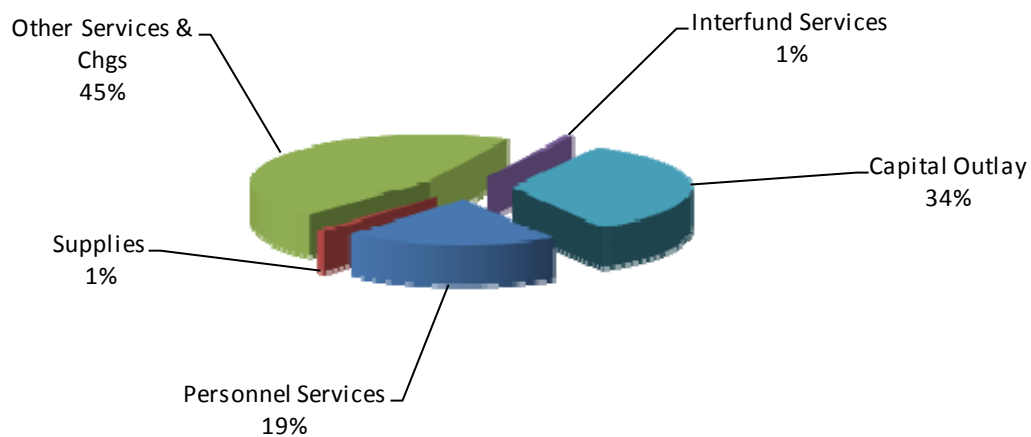
Personnel Summary

	2014	2015	2016	2017	2017
	Actual	Actual	Actual	Baseline	Budget
Full Time Positions					
Maintenance & Oper. Supervisor	0.75	0.75	0.75	0.25	0.25
Meter Power & Protec. Foreman	1.00	1.00	1.00	1.00	1.00
Meter Power & Protec. Tech. III	1.00	2.00	2.00	2.00	2.00
Meter Power & Protec. Tech. II	1.00	0.00	0.00	1.00	1.00
Meter Power & Protec. Tech. I	1.00	1.00	1.00	0.00	0.00
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:	11.75	11.75	11.75	11.25	11.25

Budget Summary

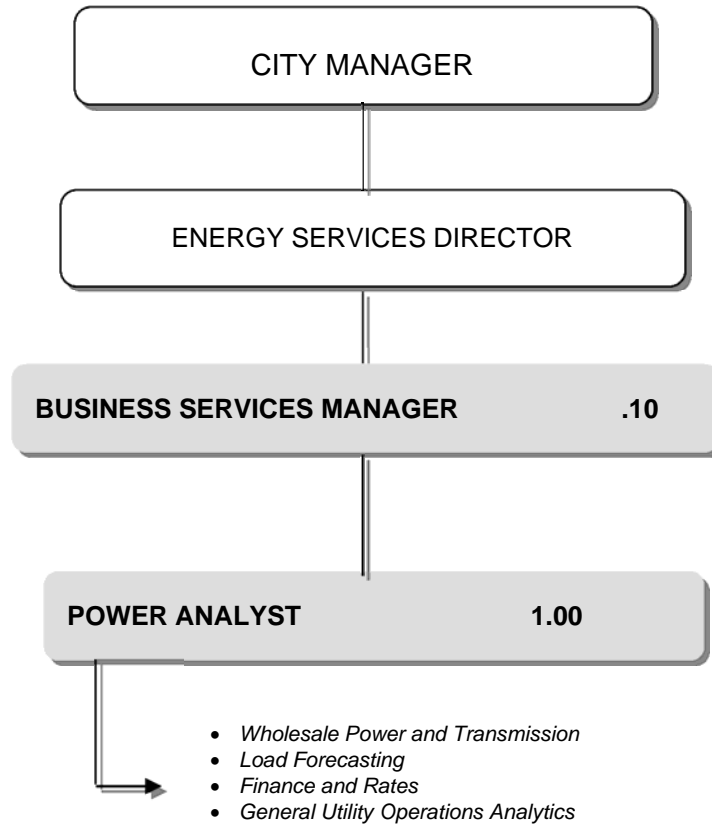
DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 1,418,627	\$ 1,475,405	\$ 1,475,405	\$ 1,467,870	\$ 1,467,870
Supplies	68,054	71,550	71,550	66,600	66,600
Other Services & Chgs	170,467	2,276,439	2,414,276	140,500	3,460,500
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	56,149	57,200	57,200	41,400	61,690
Total Current Expense	\$ 1,713,296	\$ 3,880,594	\$ 4,018,431	\$ 1,716,370	\$ 5,056,660
Transfers	-	-	-	-	-
Capital Outlay	235,024	4,793,000	6,410,112	6,000	2,576,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,948,320	\$ 8,673,594	\$ 10,428,543	\$ 1,722,370	\$ 7,632,660

2017 Budget



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

2017 FUNCTIONAL CHART



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

Mission Statement: Energy Policy Management is actively engaged to guide electric utility business decisions in areas of power management, load forecasting, rates and finance, and general utility operations analytics.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Power Sales Revenue Budget Variance	1.1%	-0.5%	-2.0%	-1.0%
Wholesale Power Expense Budget Variance	-1.5%	-1.8%	-3.0%	-1.0%
Retail Energy (kWh) Sales Budget Variance	0.7%	0.4%	-4.0%	-2.0%

Electric Fund Energy Services Department Energy Policy Management Division

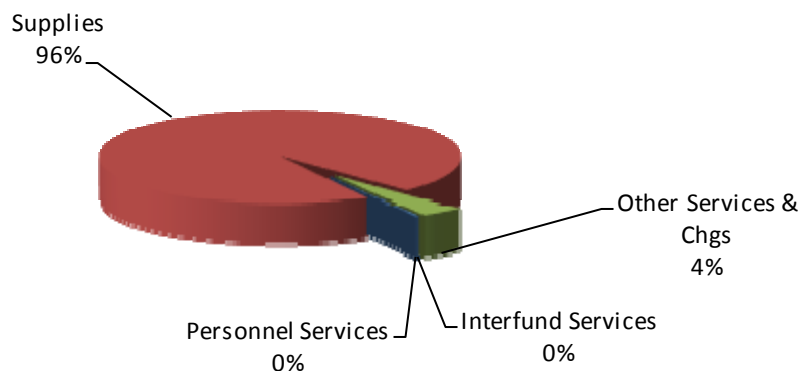
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Business Services Manager	0.00	0.10	0.10	0.10	0.10
Technical Services Manager	1.00	0.00	0.00	0.00	0.00
Energy Policy Specialist	1.00	1.00	1.00	1.00	1.00
Total Full-Time Positions:	2.00	1.10	1.10	1.10	1.10

Budget Summary

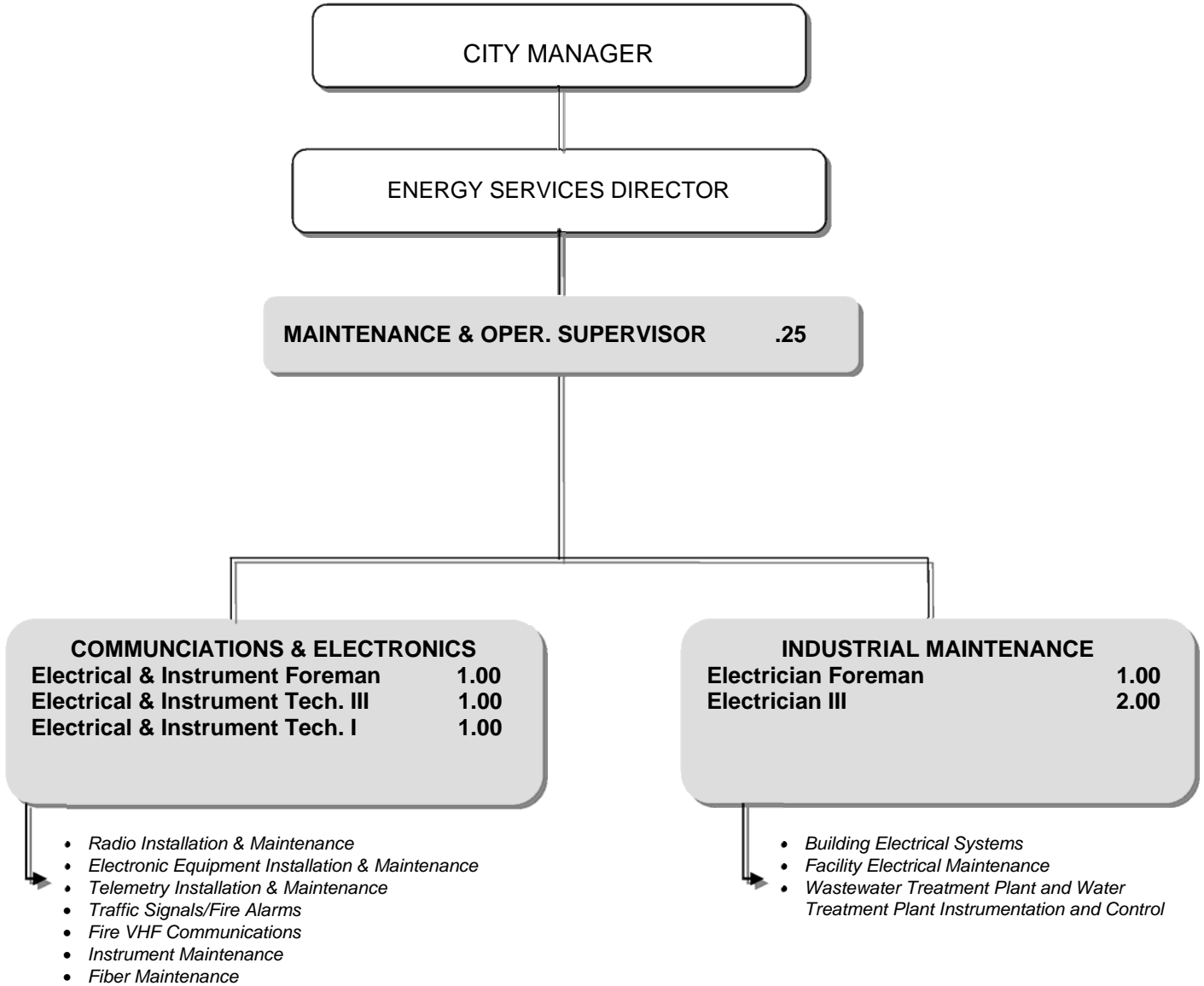
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 137,704	\$ 140,623	\$ 140,623	\$ 125,249	\$ 125,249
Supplies	35,378,241	38,970,700	38,972,800	41,362,348	41,362,348
Other Services & Chgs	2,106,248	3,466,645	3,502,064	1,703,925	1,703,925
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	1,233	2,100	2,100	3,100	3,100
Total Current Expense	\$37,623,426	\$42,580,068	\$42,617,587	\$43,194,622	\$43,194,622
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$37,623,426	\$42,580,068	\$42,617,587	\$43,194,622	\$43,194,622

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Work performed for other departments	\$599,638	\$724,191	\$756,336	\$800,000

Electric Fund Energy Services Department Technical Services Division

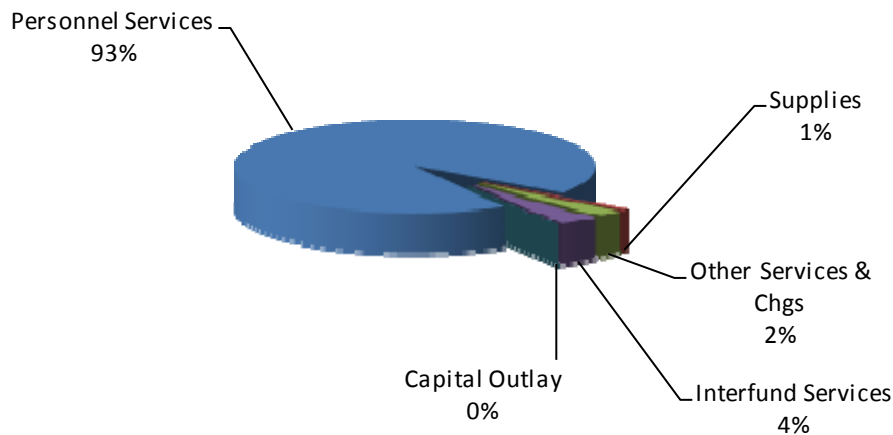
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Maintenance & Oper. Supervisor	0.25	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 I	1.00	1.00	1.00	1.00	1.00
Electrician Foreman	1.00	1.00	1.00	1.00	1.00
Electrician III	2.00	2.00	2.00	2.00	2.00
Total Full-Time Positions:	6.25	6.25	6.25	6.25	6.25

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$931,928	\$ 974,140	\$ 974,140	\$ 1,031,761	\$ 1,031,761
Supplies	6,934	8,500	8,500	8,500	8,500
Other Services & Chgs	24,747	26,250	26,250	27,750	27,750
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	34,502	37,700	37,700	22,400	39,765
Total Current Expense	\$998,111	\$ 1,046,590	\$ 1,046,590	\$ 1,090,411	\$ 1,107,776
Transfers	-	-	-	-	-
Capital Outlay	-	1,000	26,000	1,000	1,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$998,111	\$ 1,047,590	\$ 1,072,590	\$ 1,091,411	\$ 1,108,776

2017 Budget



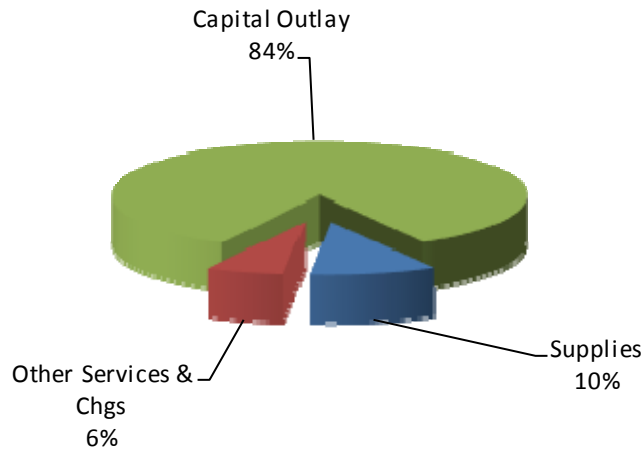
**Water Utility Fund
Public Works Department
Water Utility Construction Projects Division**

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

Budget Summary

DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	174,238	75,000	173,248	-	326,000
Other Services & Chgs	52,363	-	381,579	-	200,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 226,600	\$ 75,000	\$ 554,827	\$ -	\$ 526,000
Transfers	-	-	-	-	-
Capital Outlay	1,660,963	1,835,000	3,631,223	-	2,750,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,887,563	\$ 1,910,000	\$ 4,186,050	\$ -	\$ 3,276,000

2017 Budget



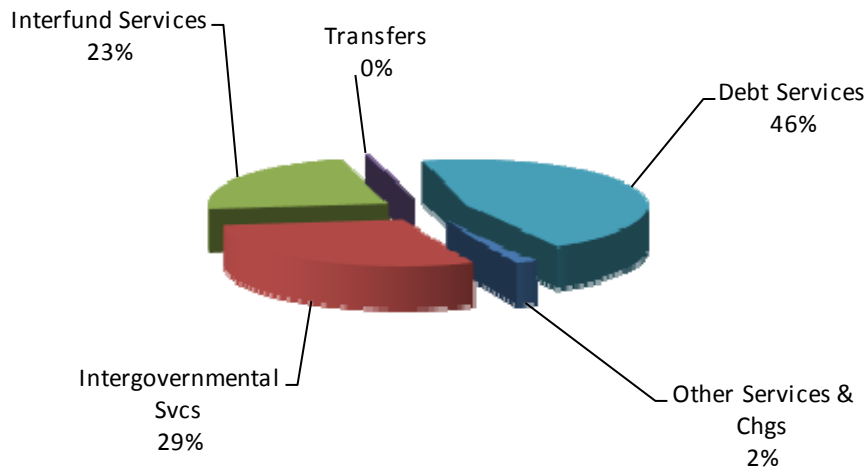
**Water Utility Fund
Public Works Department
Water Administration Division**

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

Budget Summary

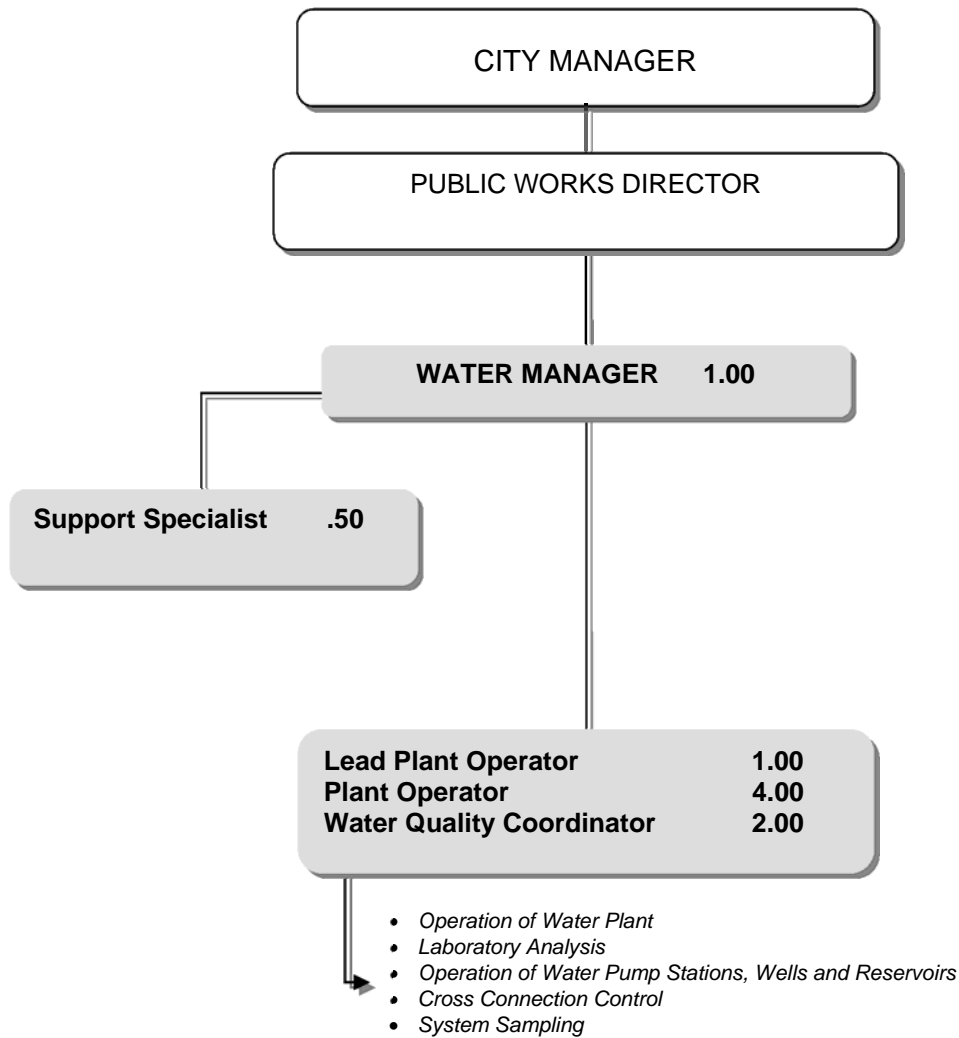
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	262,522	158,807	336,748	161,842	161,842
Intergovernmental Svcs	2,396,191	2,426,141	2,426,141	2,563,450	2,563,450
Interfund Services	1,725,378	1,934,766	1,934,766	1,764,867	1,960,507
Total Current Expense	\$ 4,384,090	\$ 4,519,714	\$ 4,697,655	\$ 4,490,159	\$ 4,685,799
Transfers	20,000	20,000	20,000	20,000	30,152
Capital Outlay	-	-	-	-	-
Debt Services	3,530,399	3,547,291	3,547,291	3,506,177	3,964,425
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 7,934,490	\$ 8,087,005	\$ 8,264,946	\$ 8,016,336	\$ 8,680,376

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Average Filter Effluent Turbidity	0.05	0.05	0.05	0.05
Average System Chlorine residual	0.78	0.76	0.76	0.76
Daily average per capita water consumption (gallons)	300.89	316.00	316.00	316.00
Cost per gallon of delivered water	\$0.002468	\$0.002684	\$0.002985	\$0.002900

Water Utility Fund Public Works Department Water Operations Division

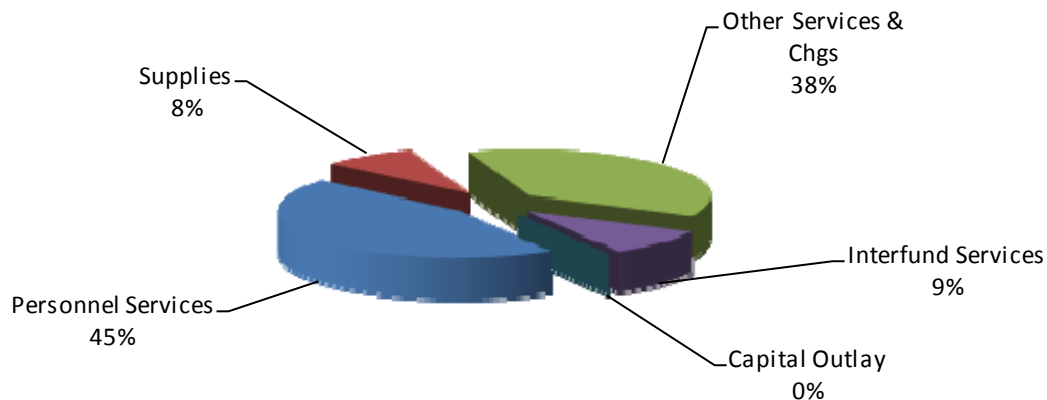
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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

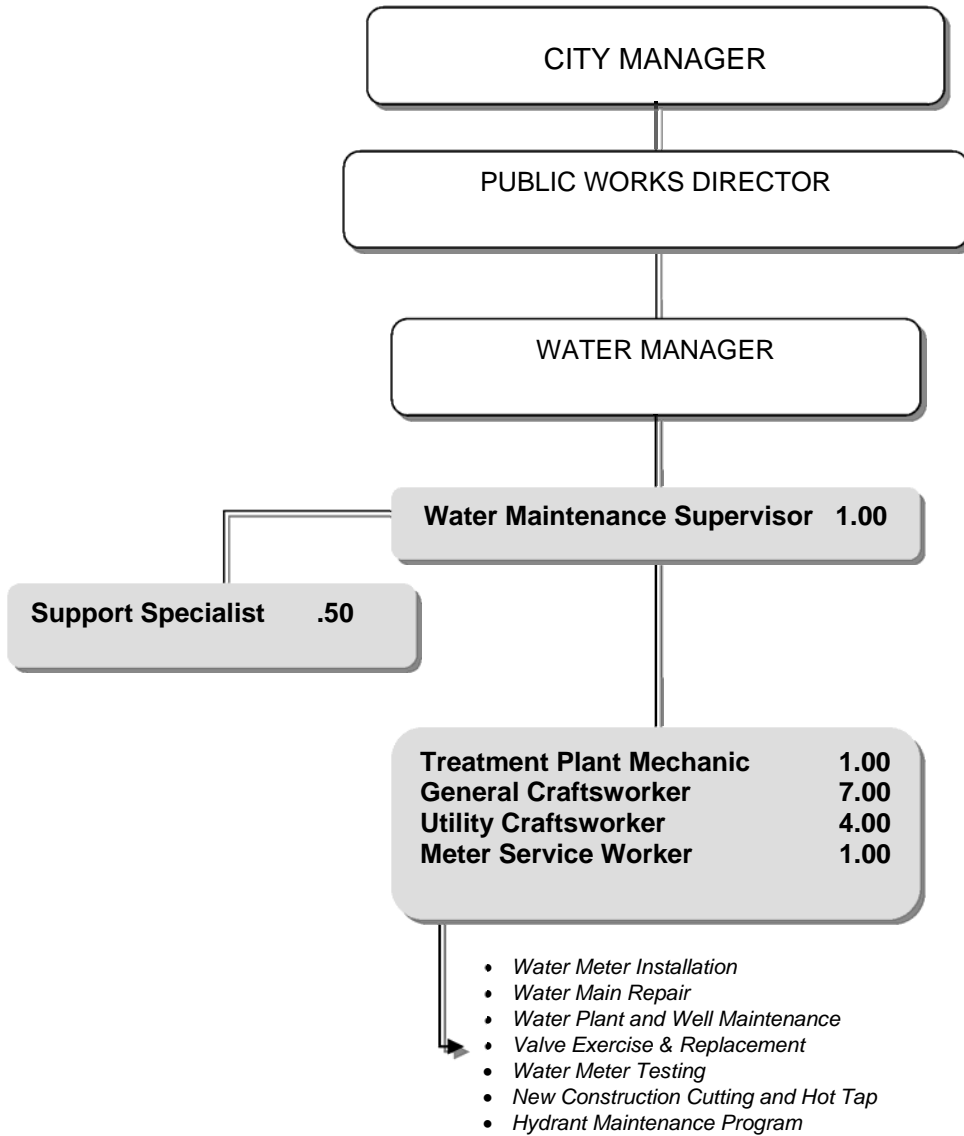
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 974,549	\$ 985,398	\$ 986,165	\$ 1,059,797	\$ 1,059,797
Supplies	189,130	188,424	195,487	188,664	198,664
Other Services & Chgs	758,702	854,037	853,270	893,369	893,369
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	178,240	211,383	211,383	207,300	223,550
Total Current Expense	\$ 2,100,621	\$ 2,239,242	\$ 2,246,305	\$ 2,349,130	\$ 2,375,380
Transfers	-	-	-	-	-
Capital Outlay	-	2,542	2,542	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,100,621	\$ 2,241,784	\$ 2,248,847	\$ 2,349,130	\$ 2,375,380

2017 Budget



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

2017 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.

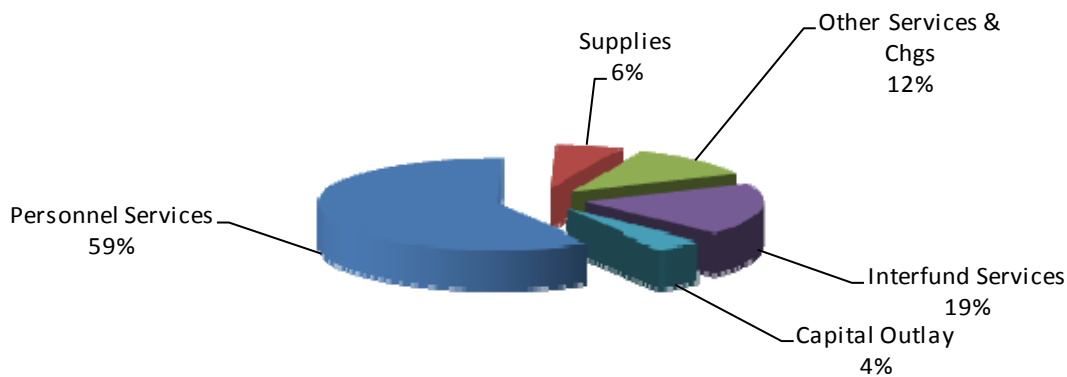
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Water Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Treatment Plant Mechanic	1.00	1.00	1.00	1.00	1.00
General Craftworker	6.00	6.00	6.00	6.00	6.00
Utility Craftworker	4.00	4.00	4.00	4.00	4.00
Facility Craftworker	1.00	1.00	1.00	1.00	1.00
Support Specialist	0.50	0.50	0.50	0.50	0.50
Accounting Clerk II	0.25	0.00	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	14.50	14.50	14.50	14.50

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,421,416	\$ 1,538,131	\$ 1,538,131	\$ 1,654,561	\$ 1,654,561
Supplies	181,498	174,820	174,820	168,820	168,820
Other Services & Chgs	288,711	321,828	321,828	334,006	334,006
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	488,276	510,388	510,388	412,320	530,850
Total Current Expense	\$ 2,379,901	\$ 2,545,167	\$ 2,545,167	\$ 2,569,707	\$ 2,688,237
Transfers	-	-	-	-	-
Capital Outlay	104,787	137,060	152,432	126,560	126,560
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,484,688	\$ 2,682,227	\$ 2,697,599	\$ 2,696,267	\$ 2,814,797

2017 Budget



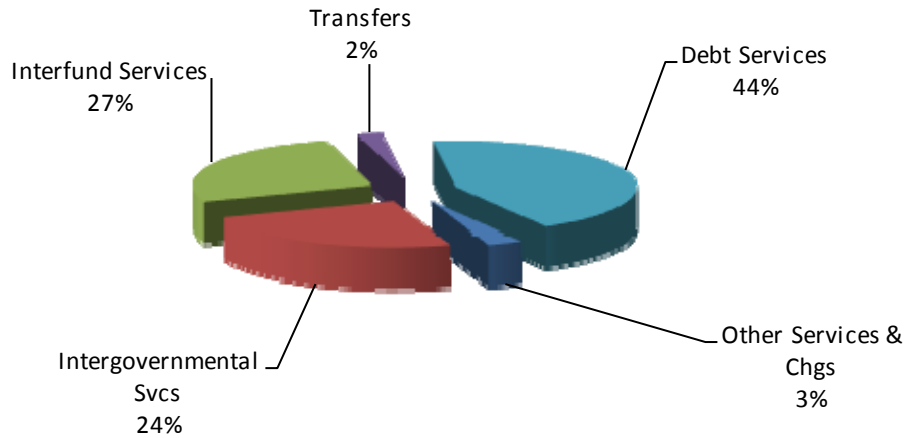
**Wastewater Utility Fund
Public Works Department
Wastewater Administration Division**

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

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	94,885	131,828	241,828	168,669	168,669
Intergovernmental Svcs	1,193,101	1,206,220	1,206,220	1,261,000	1,261,000
Interfund Services	1,199,833	1,867,147	1,867,147	1,304,155	1,393,205
Total Current Expense	\$ 2,487,818	\$ 3,205,195	\$ 3,315,195	\$ 2,733,824	\$ 2,822,874
Transfers	5,000	5,000	80,000	5,000	110,093
Capital Outlay	-	-	-	-	-
Debt Services	1,836,210	1,868,994	1,868,994	1,879,183	2,277,555
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 4,329,028	\$ 5,079,189	\$ 5,264,189	\$ 4,618,007	\$ 5,210,522

2017 Budget



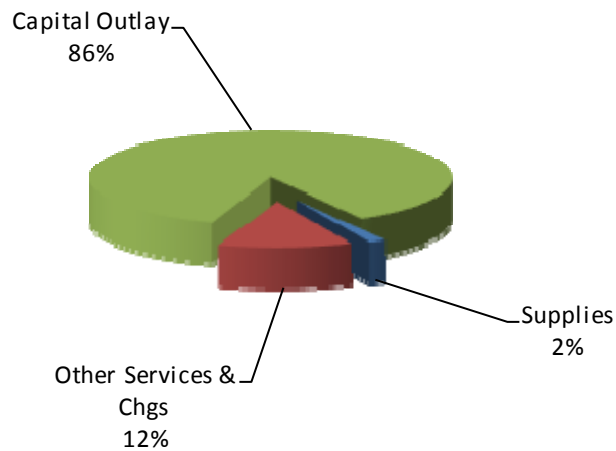
**Wastewater Utility Fund
Public Works Department
Wastewater Utility Construction Projects Division**

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

Budget Summary

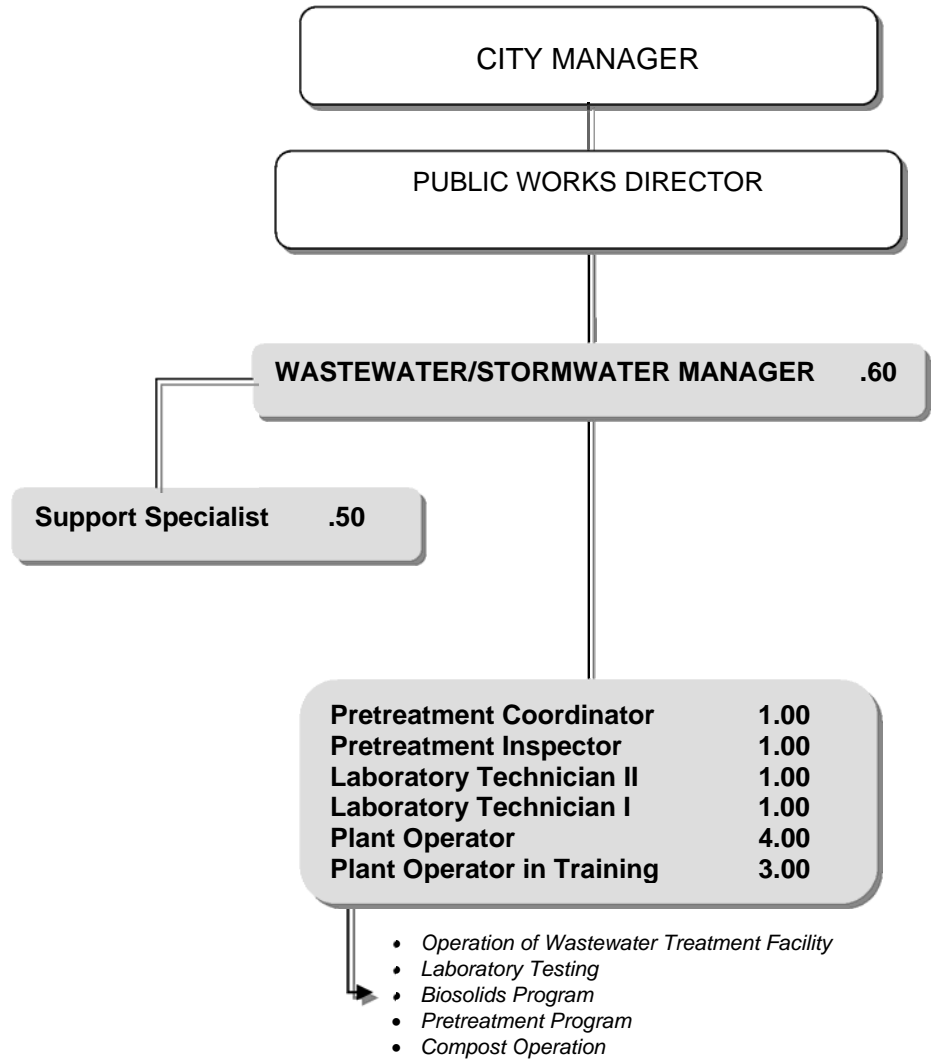
DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	12,690	-	100,000	-	80,000
Other Services & Chgs	112,652	-	849,819	-	607,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 125,342	\$ -	\$ 949,819	\$ -	\$ 687,000
Transfers	-	-	-	-	-
Capital Outlay	1,585,724	1,035,000	3,546,333	-	4,395,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,711,067	\$ 1,035,000	\$ 4,496,152	\$ -	\$ 5,082,000

2017 Budget



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

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Number of backups with City responsibility	25	31	28	25
Average Crew response time to a backup call out (minutes)	22.6	22.6	25.0	25.0
Monthly average of plant Biological Oxygen Demand (BOD) removal percentage	91.1%	89.2%	88.8%	90.0%
Monthly average of plant Total Suspended Solids (TSS) removal percentage	96.3%	86.7%	97.5%	95.0%
Cost per gallon of treated sewage	\$0.004194	\$0.004341	\$0.005559	\$0.005208

Wastewater Utility Fund Public Works Department Wastewater Operations Division

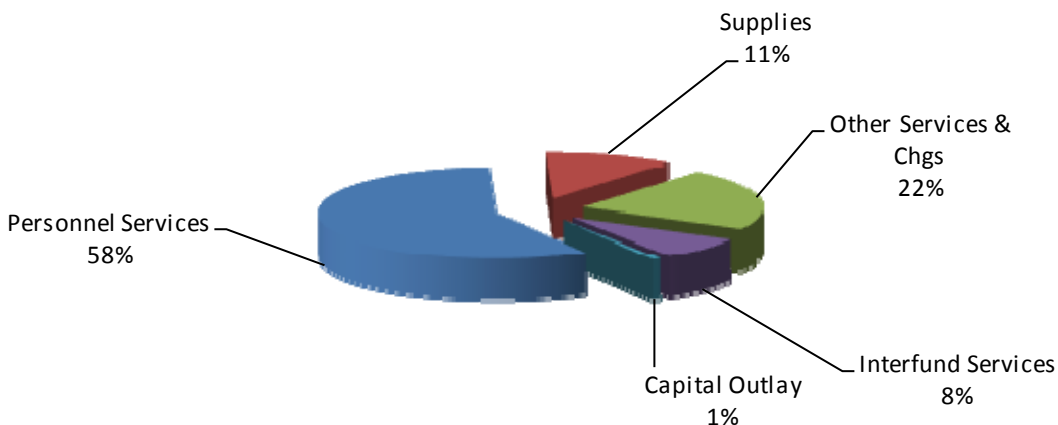
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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

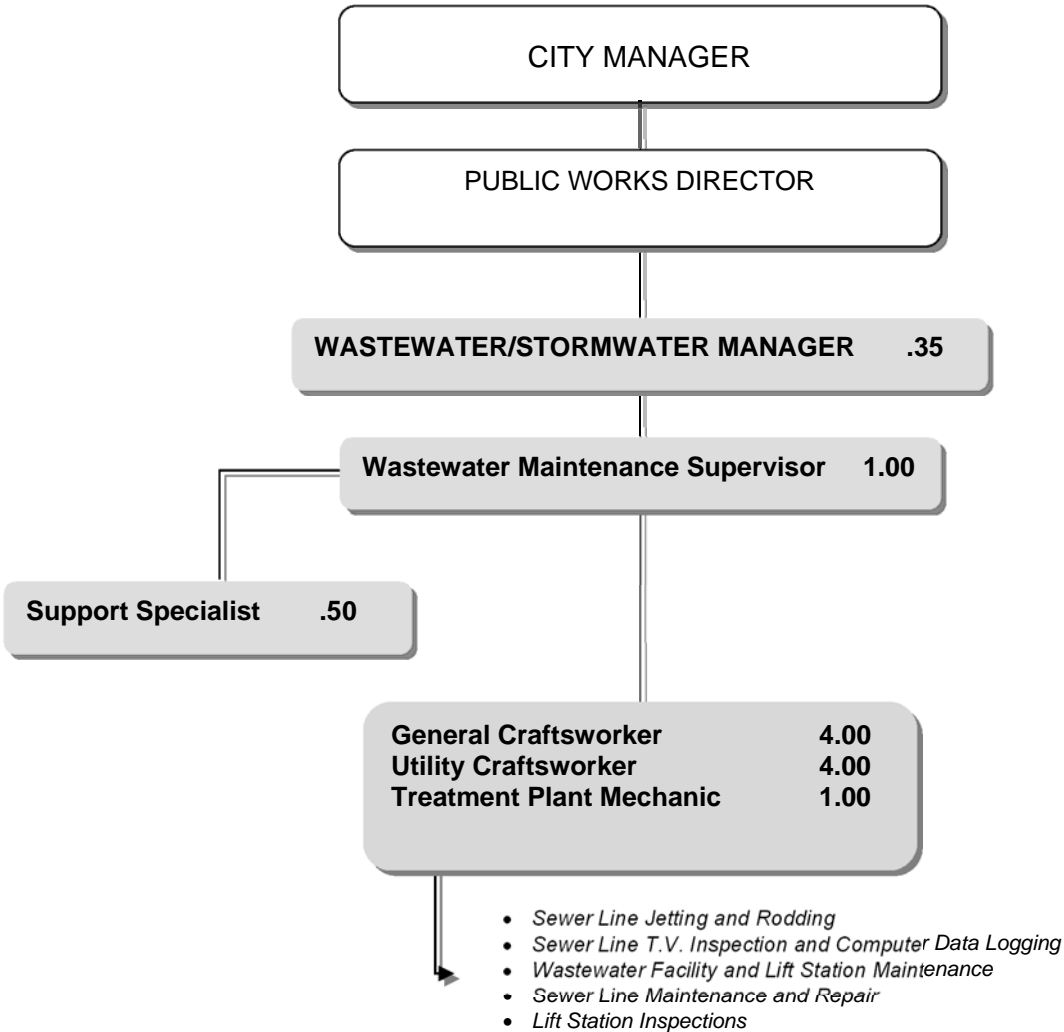
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,146,645	\$ 1,272,888	\$ 1,272,888	\$ 1,318,116	\$ 1,318,116
Supplies	236,328	264,877	326,779	265,647	265,647
Other Services & Chgs	432,100	515,062	582,307	499,238	499,238
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	139,258	160,473	171,973	155,345	184,531
Total Current Expense	\$ 1,954,330	\$ 2,213,300	\$ 2,353,947	\$ 2,238,346	\$ 2,267,532
Transfers	-	-	-	-	-
Capital Outlay	-	25,000	25,000	-	17,500
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,954,330	\$ 2,238,300	\$ 2,378,947	\$ 2,238,346	\$ 2,285,032

2017 Budget



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

2017 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.

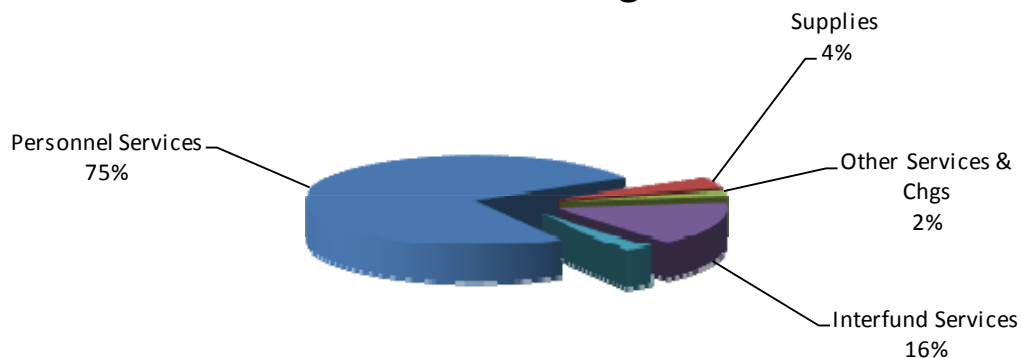
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Wastewater/Stormwater Manager	0.35	0.35	0.35	0.35	0.35
Support Specialist	0.50	0.50	0.50	0.50	0.50
Wastewater Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Treatment Plant Mechanic	1.00	1.00	1.00	1.00	1.00
General Craftworker	3.00	3.00	3.00	4.00	4.00
Facilities Craftworker	2.00	2.00	2.00	0.00	0.00
Utility Craftworker	3.00	3.00	3.00	4.00	4.00
Total Full-Time Positions:	10.85	10.85	10.85	10.85	10.85
Part-Time	Varies	Varies	Varies	Varies	Varies

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,180,430	\$ 1,260,400	\$ 1,260,400	\$ 1,312,479	\$ 1,312,479
Supplies	92,558	74,268	74,268	74,268	74,268
Other Services & Chgs	28,311	29,231	34,290	31,421	31,421
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	165,689	188,002	233,502	139,535	273,154
Total Current Expense	\$ 1,466,988	\$ 1,551,901	\$ 1,602,460	\$ 1,557,703	\$ 1,691,322
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	50,037
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,466,988	\$ 1,551,901	\$ 1,602,460	\$ 1,557,703	\$ 1,741,359

2017 Budget



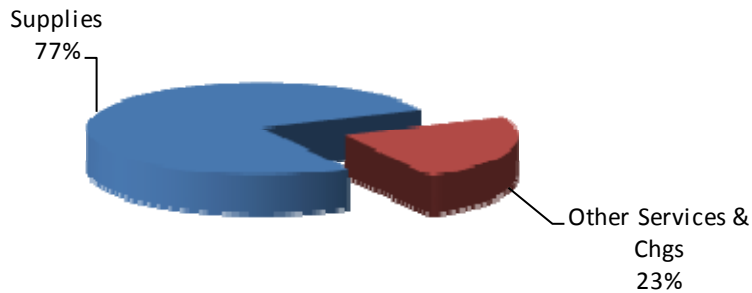
**Solid Waste Utility Fund
Public Works Department
Solid Waste Utility Construction Projects Division**

Mission Statement: Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	2,071	-	48,489	-	165,000
Other Services & Chgs	10,293	5,000	297,205	-	50,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	877	-	20,000	-	-
Total Current Expense	\$ 13,241	\$ 5,000	\$ 365,694	\$ -	\$ 215,000
Transfers	-	-	-	-	-
Capital Outlay	48,191	45,000	62,532	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 61,432	\$ 50,000	\$ 428,226	\$ -	\$ 215,000

2017 Budget



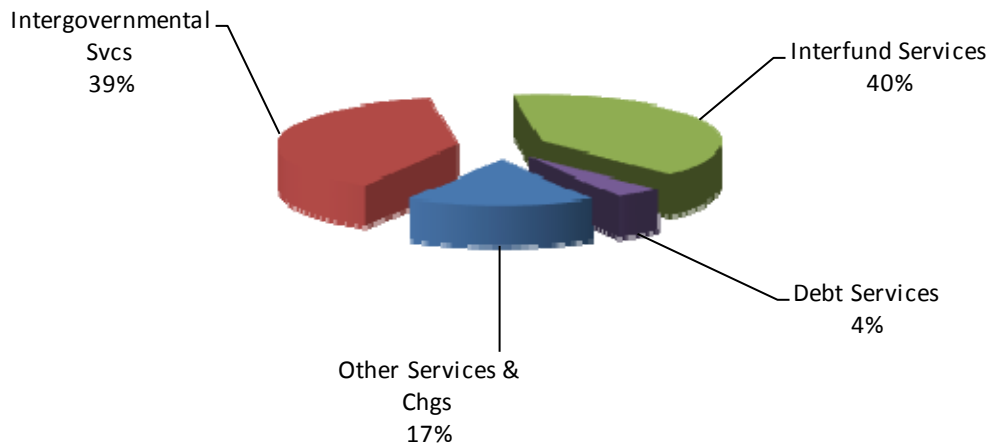
**Solid Waste Utility Fund
Public Works Department
Solid Waste Administration Division**

Mission Statement: Richland Solid Waste collects and manages the community's waste, maximizing best handling practices and environmental stewardship.

Budget Summary

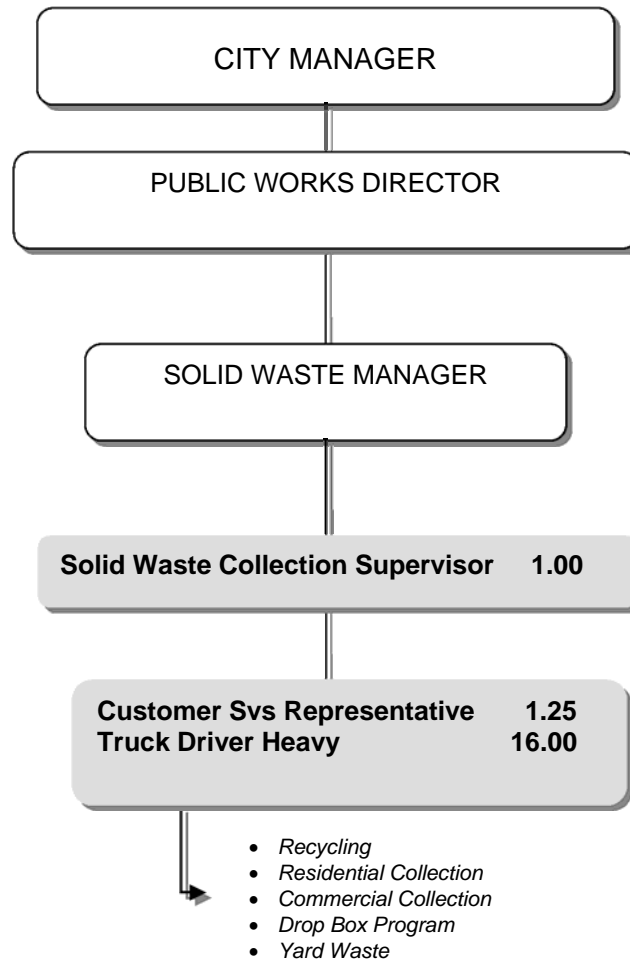
DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	590,496	326,704	376,704	371,160	526,160
Intergovernmental Svcs	1,032,028	998,167	998,167	1,214,203	1,214,203
Interfund Services	900,715	974,867	974,867	1,030,326	1,241,333
Total Current Expense	\$ 2,523,238	\$ 2,299,738	\$ 2,349,738	\$ 2,615,689	\$ 2,981,696
Transfers	-	20,000	20,000	-	-
Capital Outlay	-	-	-	-	-
Debt Services	189,296	133,988	133,988	135,375	135,375
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,712,534	\$ 2,453,726	\$ 2,503,726	\$ 2,751,064	\$ 3,117,071

2017 Budget



**Solid Waste Utility Fund
Public Works Department
SOLID WASTE COLLECTION DIVISION**

2017 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.

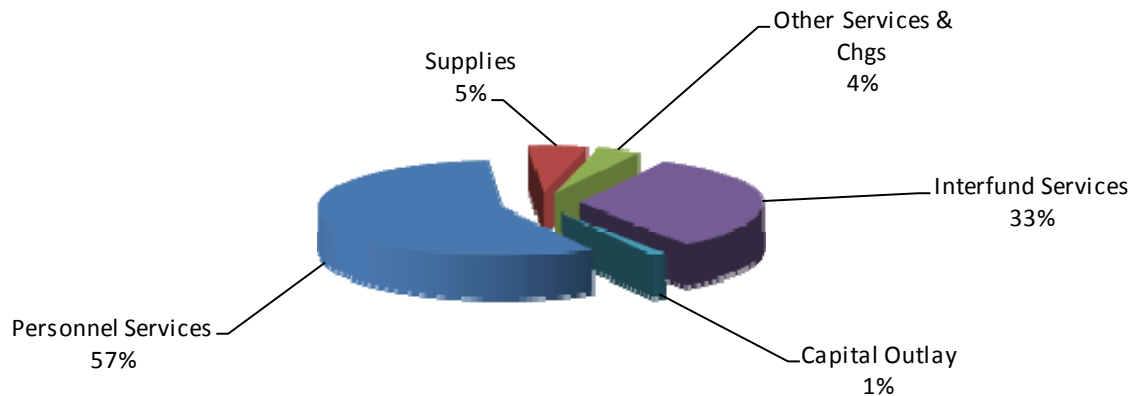
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	0.00	0.00
Customer Service Representative	0.00	0.00	0.00	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

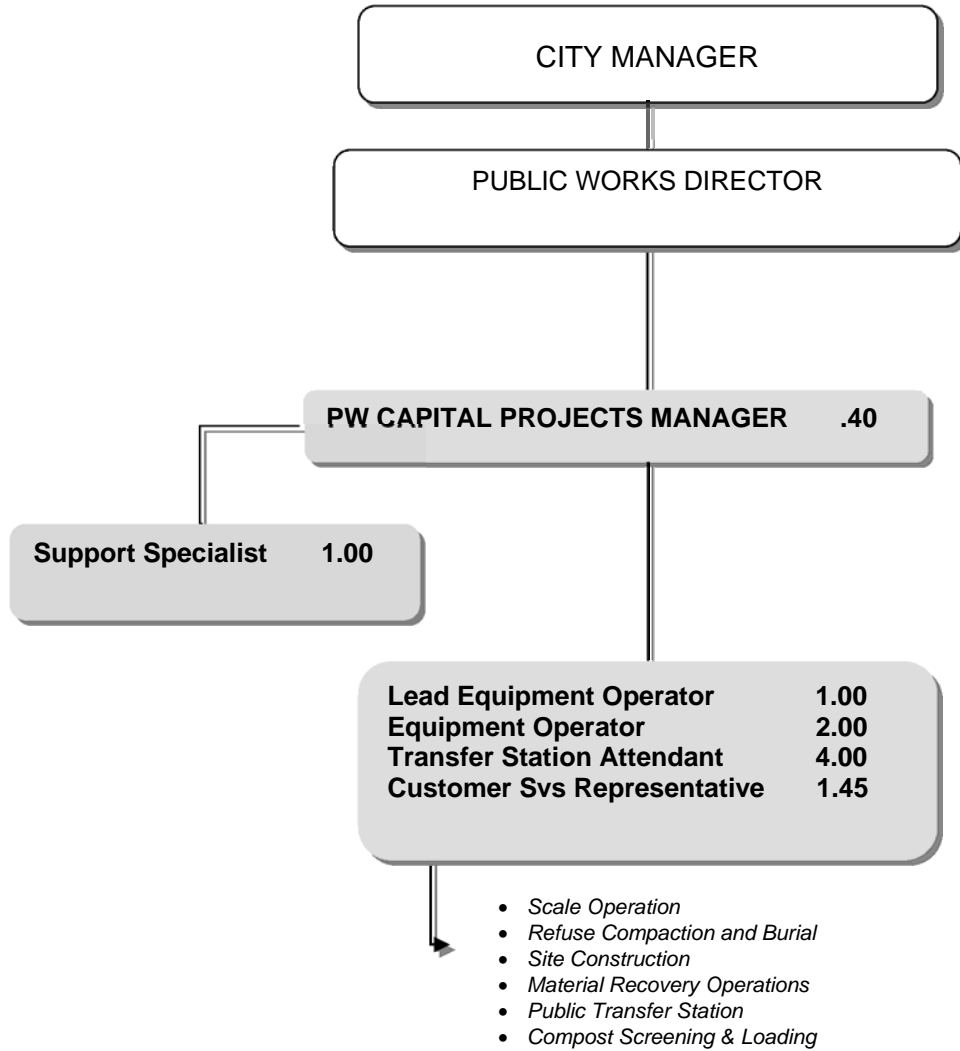
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 1,811,243	\$ 1,873,764	\$ 1,873,764	\$ 1,948,025	\$ 1,948,025
Supplies	179,552	201,394	205,212	174,303	176,503
Other Services & Chgs	165,506	166,766	211,766	128,957	128,957
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	1,503,886	1,565,505	1,565,505	1,072,300	1,116,210
Total Current Expense	\$ 3,660,187	\$ 3,807,429	\$ 3,856,247	\$ 3,323,585	\$ 3,369,695
Transfers	-	-	-	-	-
Capital Outlay	-	27,600	27,600	27,600	44,600
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,660,187	\$ 3,835,029	\$ 3,883,847	\$ 3,351,185	\$ 3,414,295

2017 Budget



**Solid Waste Utility Fund
Public Works Department
SOLID WASTE DISPOSAL DIVISION**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Average # of residential customers serviced per route hour	189	161	180	185
In place density at landfill pit (lbs per CY)	1,120	1,551	1,500	1,500
Cost per ton of solid waste	\$105.06	\$100.25	\$110.17	\$101.69
Percentage of diverted material from landfill	31%	28%	25%	25%

**Solid Waste Utility Fund
Public Works Department
Solid Waste Disposal Division**

Personnel Summary

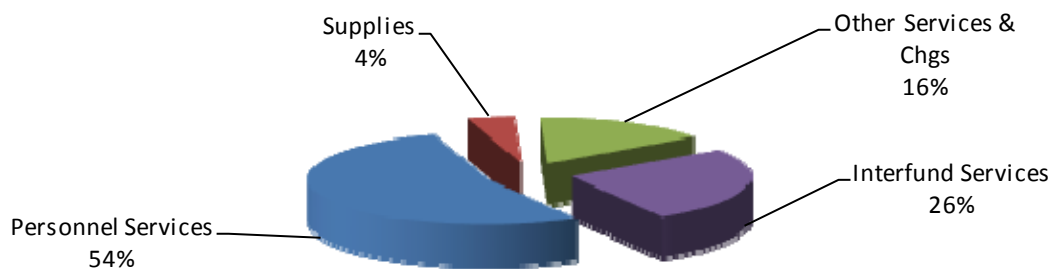
	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Solid Waste Manager	1.00	1.00	0.00	0.00	0.00
PW Capital Projects Manager*	0.00	0.00	0.40	0.40	0.40
Lead Equipment Operator	1.00	1.00	1.00	1.00	1.00
Equipment Operator	3.00	3.00	3.00	2.00	2.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Clerk II	1.25	1.45	1.45	0.00	0.00
Customer Service Representative	0.00	0.00	0.00	1.45	1.45
Transfer Station Attendant	3.00	3.00	3.00	4.00	4.00
Total Full-Time Positions:	10.25	10.45	9.85	9.85	9.85

*Manager's time split 40/60 with Public Works Administration/Engineering

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 841,292	\$ 997,169	\$ 1,036,469	\$ 959,310	\$ 959,310
Supplies	33,786	71,770	83,190	74,690	74,690
Other Services & Chgs	268,356	290,727	300,312	283,990	283,990
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	857,571	745,010	745,010	460,350	474,274
Total Current Expense	\$ 2,001,006	\$ 2,104,676	\$ 2,164,981	\$ 1,778,340	\$ 1,792,264
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 2,001,006	\$ 2,104,676	\$ 2,164,981	\$ 1,778,340	\$ 1,792,264

2017 Budget



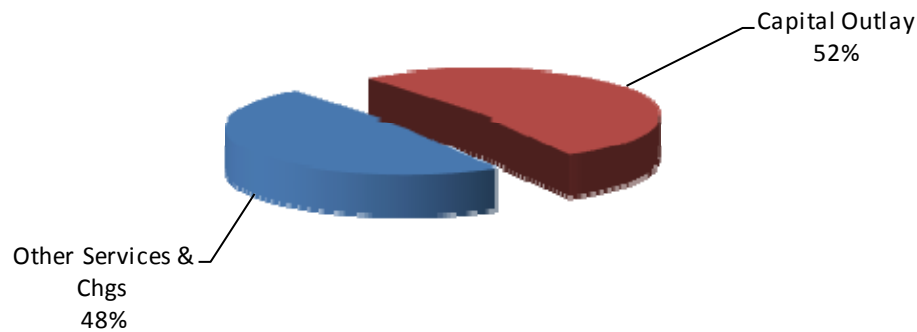
**Stormwater Utility Fund
Public Works Department
Stormwater Utility Construction Projects Division**

Mission Statement: Richland Stormwater protects property, rivers and streams using developing technologies and best management practices.

Budget Summary

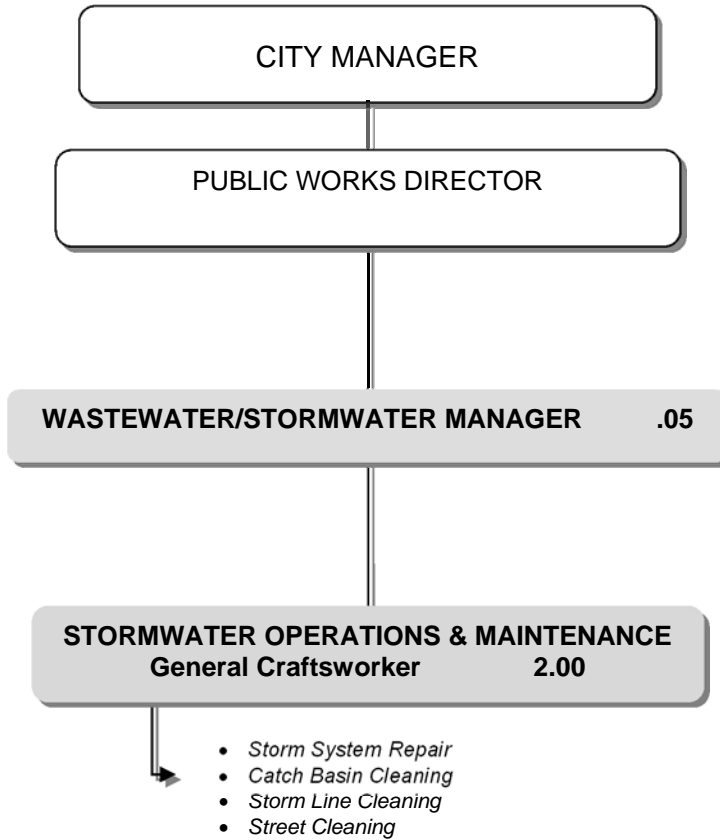
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	48,580	25,000	25,000	-	-
Other Services & Chgs	104,786	-	-	-	169,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 153,365	\$ 25,000	\$ 25,000	\$ -	\$ 169,000
Transfers	-	-	-	-	-
Capital Outlay	650,975	216,667	824,242	-	185,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 804,340	\$ 241,667	\$ 849,242	\$ -	\$ 354,000

2017 Budget



**Stormwater Utility Fund
Public Works Department
STORMWATER DIVISION**

2017 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.

PERFORMANCE INDICATORS

Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
National Pollutant Discharge Elimination System (NPDES) compliant (Y or N)	Y	Y	Y	Y
Number of illicit discharges	14	11	16	16

Stormwater Utility Fund Public Works Department Stormwater Division

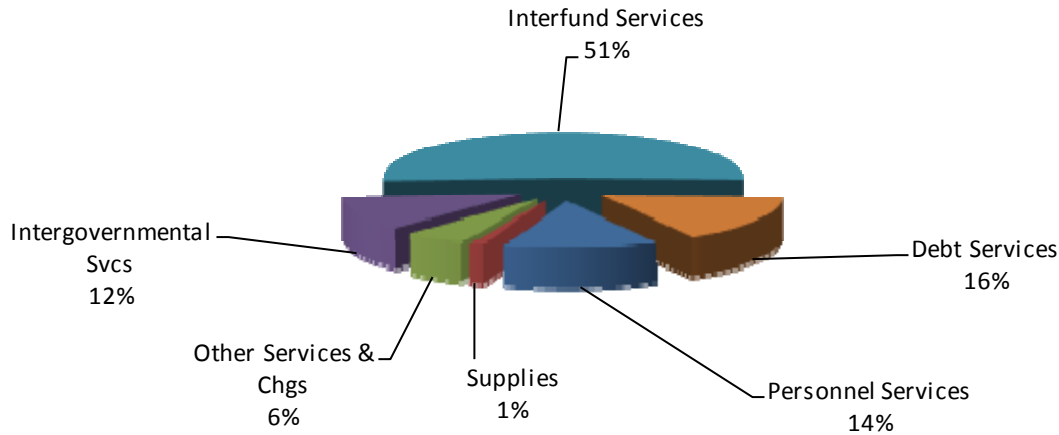
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 211,985	\$ 226,916	\$ 226,916	\$ 231,157	\$ 231,157
Supplies	17,088	19,977	24,977	19,977	19,977
Other Services & Chgs	80,428	92,602	92,602	90,845	90,845
Intergovernmental Svcs	190,015	187,945	187,945	193,150	193,150
Interfund Services	774,719	915,069	915,069	725,835	849,841
Total Current Expense	\$ 1,274,236	\$ 1,442,509	\$ 1,447,509	\$ 1,260,964	\$ 1,384,970
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	175,515	173,641	265,380	266,269	266,269
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,449,752	\$ 1,616,150	\$ 1,712,889	\$ 1,527,233	\$ 1,651,239

2017 Budget



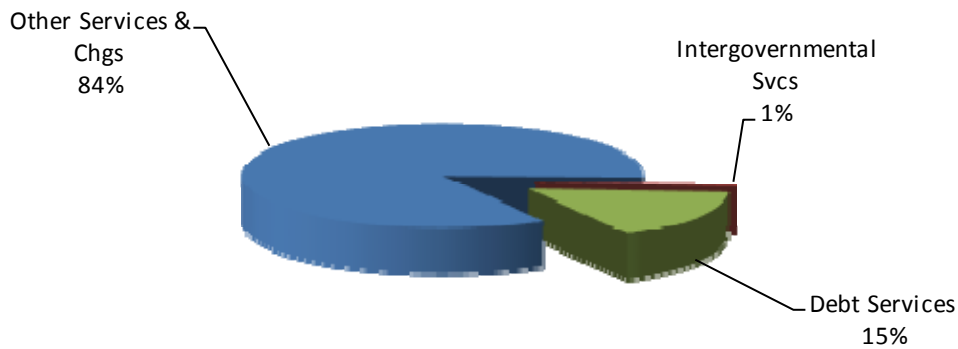
**Golf Course Fund
Parks and Public Facilities Department
Golf Course**

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

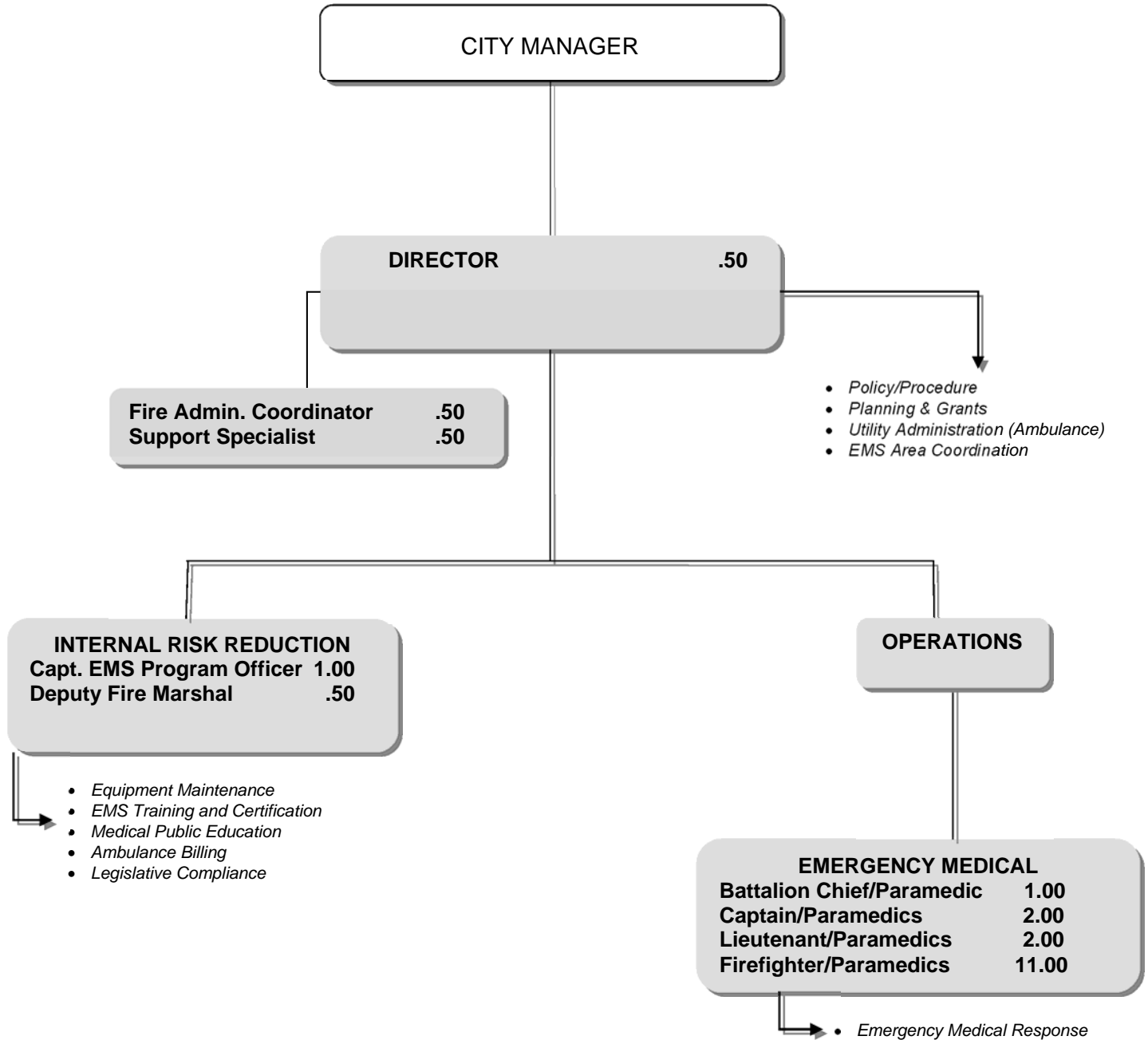
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	1,360,567	1,420,757	1,463,382	1,459,098	1,459,098
Intergovernmental Svcs	8,792	11,000	11,000	11,000	11,000
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 1,369,359	\$ 1,431,757	\$ 1,474,382	\$ 1,470,098	\$ 1,470,098
Transfers	-	-	-	-	-
Capital Outlay	55,383	-	-	-	266,000
Debt Services	2,575,730	277,793	277,793	272,158	272,158
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 4,000,472	\$ 1,709,550	\$ 1,752,175	\$ 1,742,256	\$ 2,008,256

2017 Budget



**Medical Service Fund
Fire Services
AMBULANCE DIVISION**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Per capita expenditures	\$88.53	\$76.06	\$76.34	\$77.00
Ambulance incidents in the City	4,408	4,715	4,800	4,900
Percentage of Fire department's emergency incidents meeting response time standards for first arriving unit	71.0%	66.3%	68.0%	70.0%
Percentage of Fire department's emergency incidents meeting turnout time standards	47.4%	49.9%	50.0%	50.0%

Medical Services Fund Fire Services Ambulance Division

Personnel Summary

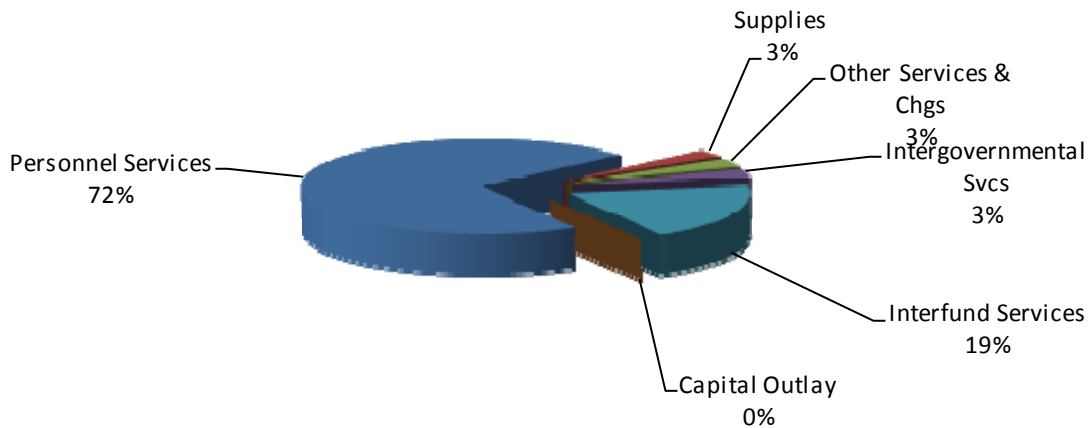
	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Fire & Emergency Services Director	0.50	0.50	0.50	0.50	0.50
Fire Admin. Coordinator	0.50	0.50	0.50	0.50	0.50
BC/Lt/Capt/Firefighter Paramedics	12.00	16.00	16.00	16.00	16.00
Captain EMS Program Manager	1.00	1.00	1.00	1.00	1.00
Deputy Fire Marshal	0.50	0.50	0.50	0.50	0.50
Support Specialist	0.37	0.35	0.50	0.50	0.50
Total Full-Time Positions:	14.87	18.85	19.00	19.00	19.00

*Customer Service Representative (Ambulance Billing position) - transferred to Finance Division

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 2,606,463	\$ 2,746,559	\$ 2,832,204	\$ 2,826,466	\$ 2,826,466
Supplies	134,208	103,500	100,500	108,335	108,335
Other Services & Chgs	166,687	104,533	197,889	106,671	120,596
Intergovernmental Svcs	111,775	117,295	117,295	118,237	118,237
Interfund Services	445,724	456,716	456,716	535,945	755,250
Total Current Expense	\$ 3,464,856	\$ 3,528,603	\$ 3,704,604	\$ 3,695,654	\$ 3,928,884
Transfers	-	-	-	-	-
Capital Outlay	73,717	6,000	21,000	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,538,573	\$ 3,534,603	\$ 3,725,604	\$ 3,695,654	\$ 3,928,884

2017 Budget



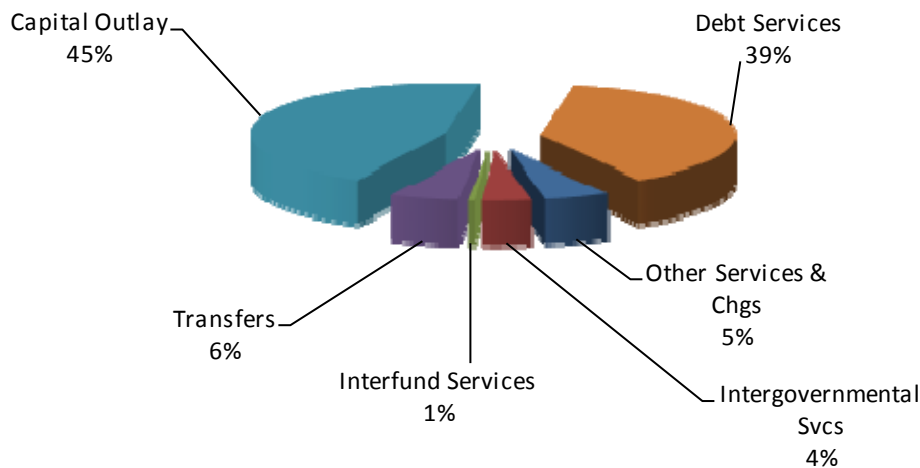
**Broadband Utility Fund
Assistant City Manager
Broadband Utility**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	7,785	28,200	28,200	23,737	23,737
Intergovernmental Svcs	18,366	13,000	13,000	18,000	18,000
Interfund Services	-	5,000	5,000	2,500	2,500
Total Current Expense	\$ 26,150	\$ 46,200	\$ 46,200	\$ 44,237	\$ 44,237
Transfers	28,438	28,578	28,578	25,177	25,177
Capital Outlay	478,149	100,000	857,927	-	200,000
Debt Services	174,938	183,594	183,594	172,235	172,235
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 707,675	\$ 358,372	\$ 1,116,299	\$ 241,649	\$ 441,649

2017 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 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.

Healthcare/Benefits Plan Fund (520) accounts for payments for health, dental and vision insurance claims and related administrative costs.

Unemployment Fund (521) accounts for payments of claims and related administrative costs of Unemployment Compensation on a "self-insured" basis.

Post-Employment Healthcare Fund (522) accounts for payments for retiree healthcare and prescription claims, as well as related administrative costs for eligible retirees.

**Central Stores Fund
Administrative Services Department
Central Stores**

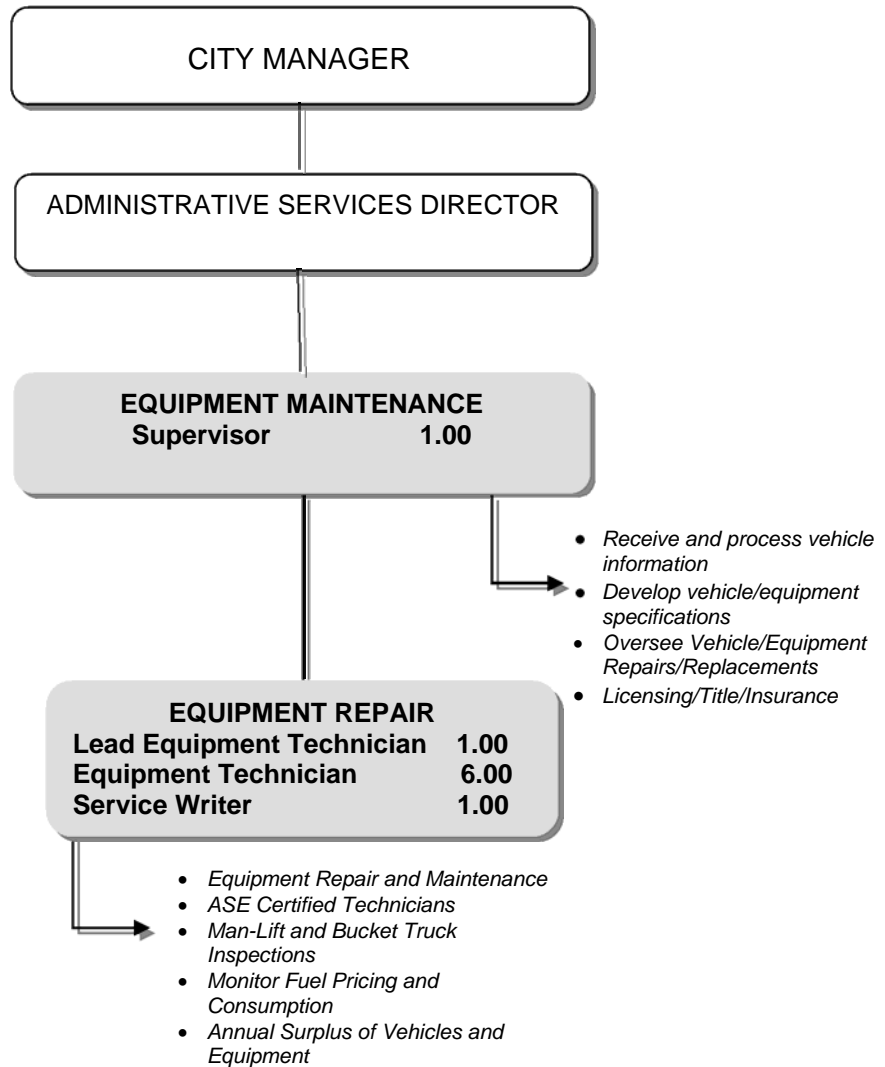
Mission Statement: The Central Stores Fund accounts for commonly used materials and supplies to inventory, for resale at cost to user departments. This division provides City departments the benefit of purchasing individual issues from inventory at wholesale prices and receiving quantity purchase discounts without overhead or administrative fees added to the item costs.

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	13,844	25,750	25,750	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 13,844	\$ 25,750	\$ 25,750	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 13,844	\$ 25,750	\$ 25,750	\$ -	\$ -

**Equipment Maintenance Fund
Administrative Services Department
EQUIPMENT MAINTENANCE**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Total fleet vehicles	462	474	481	481
Average age of fleet vehicles (years)	11.00	7.50	7.90	8.10
Number of work orders	3,310	3,637	4,292	4,992
Hours billed as a percentage of hours available	92.8%	92.6%	92.5%	92.5%

Equipment Maintenance Fund Administrative Services Department Equipment Maintenance Division

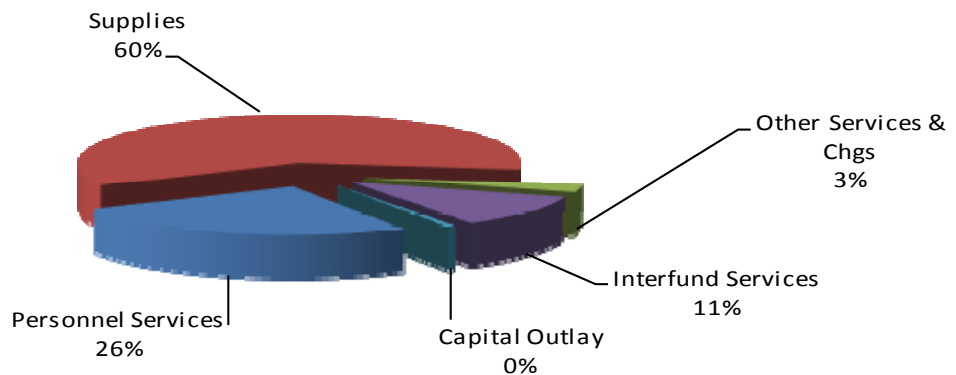
Personnel Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 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	6.00
Service Writer	1.00	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	0.00	0.00	0.00
Total Full-Time Positions:	9.00	9.00	8.00	8.00	9.00

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 906,054	\$ 896,635	\$ 896,635	\$ 926,259	\$ 1,008,261
Supplies	2,199,494	2,358,825	2,360,293	2,331,100	2,336,100
Other Services & Chgs	85,711	143,608	143,608	105,241	106,991
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	113,738	135,101	135,101	346,250	435,638
Total Current Expense	\$ 3,304,997	\$ 3,534,169	\$ 3,535,637	\$ 3,708,850	\$ 3,886,990
Transfers	-	-	-	-	-
Capital Outlay	14,922	-	-	-	25,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,319,919	\$ 3,534,169	\$ 3,535,637	\$ 3,708,850	\$ 3,911,990

2017 Budget



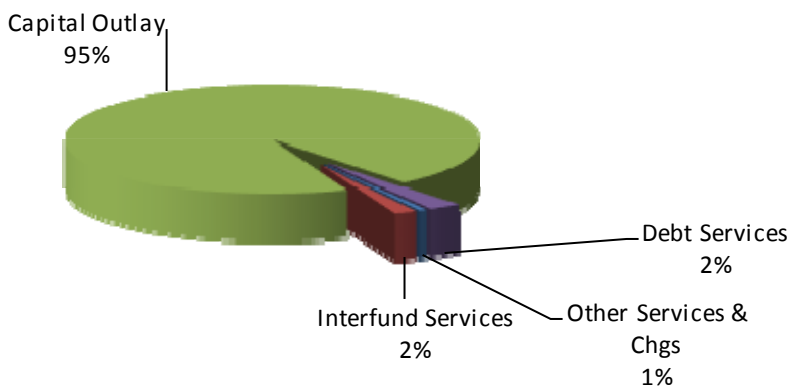
Equipment Replacement Fund Administrative Services Department Equipment Replacement

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

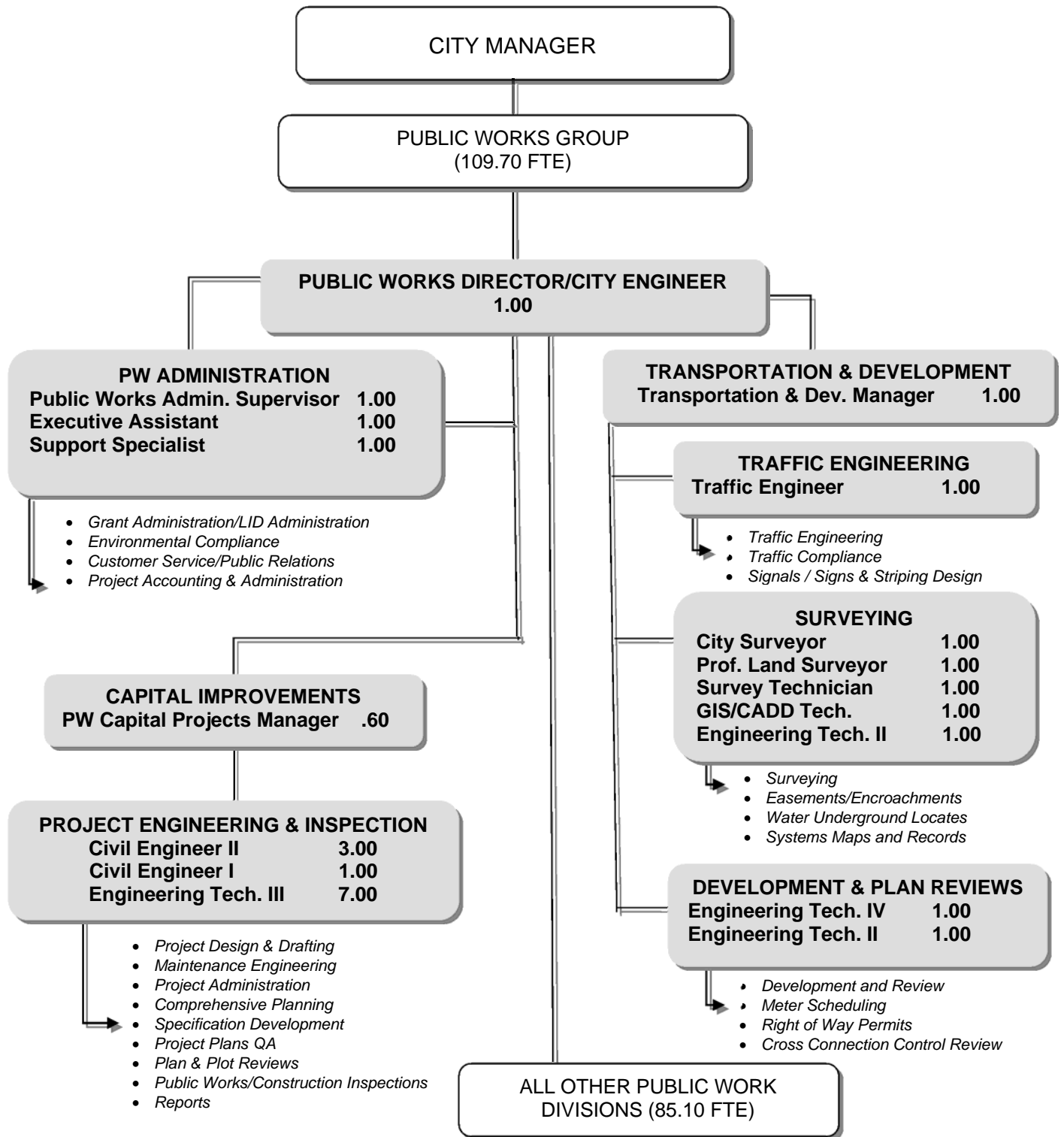
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	23,814	167,057	31,741	24,600	24,600
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	64,000	66,000	66,000	68,000	68,000
Total Current Expense	\$ 87,814	\$ 233,057	\$ 97,741	\$ 92,600	\$ 92,600
Transfers	-	-	-	-	-
Capital Outlay	794,202	2,233,650	2,910,868	-	3,724,437
Debt Services	151,692	16,378	151,694	94,622	99,965
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,033,708	\$ 2,483,085	\$ 3,160,303	\$ 187,222	\$ 3,917,002

2017 Budget



**Public Works Department
PUBLIC WORKS ADMINISTRATION AND ENGINEERING**

2017 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.

PERFORMANCE INDICATORS				
Description	2014 Actual	2015 Actual	2016 Projected	2017 Projected
Percentage of projects with final project costs less than budget contract award	60%	86%	91%	90%
Percentage of projects to bid on schedule	100%	87%	67%	80%
Percentage of construction projects completed on schedule	100%	93%	100%	90%

**Public Works Administration Fund
Public Works Department
Public Works Administration and Engineering**

Personnel Summary

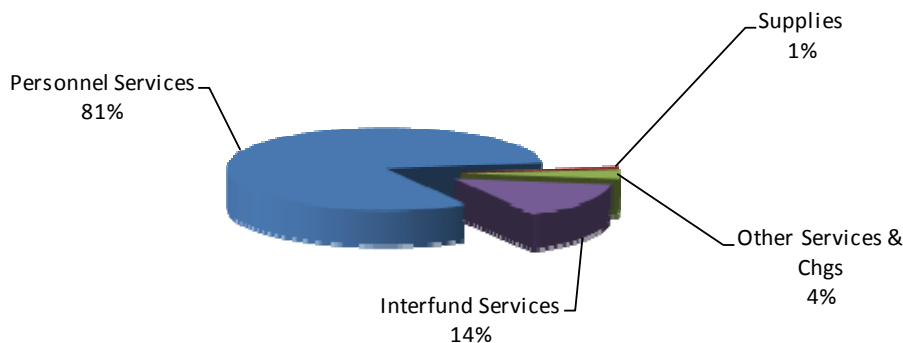
	2014 Actual	2015 Actual	2016 Actual	2017 Baseline	2017 Budget
Full Time Positions					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Public Works Admin. Supervisor	1.00	1.00	1.00	1.00	1.00
Public Works Special Coordinator	1.00	1.00	1.00	0.00	0.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Support Specialist	1.00	1.00	1.00	1.00	1.00
PW Capital Projects Manager*	1.00	1.00	0.60	0.60	0.60
Transportation & Dev. Manager	1.00	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
Civil Engineer I	0.00	0.00	0.00	1.00	1.00
City Surveyor	1.00	1.00	1.00	1.00	1.00
Professional Land Surveyor	1.00	1.00	1.00	1.00	1.00
Survey Technician	1.00	1.00	1.00	1.00	1.00
Engineering Tech IV	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	6.00	7.00	7.00	7.00	7.00
Engineering Tech II	3.00	2.00	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	24.60	24.60	24.60

*Manager's time split 60/40 with Solid Waste Disposal Fund

Budget Summary

DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 2,903,094	\$ 3,156,618	\$ 3,156,618	\$ 3,197,163	\$ 3,197,163
Supplies	31,594	33,028	33,028	32,833	32,833
Other Services & Chgs	105,804	122,696	122,696	149,465	149,465
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	32,636	35,181	35,181	563,280	568,427
Total Current Expense	\$ 3,073,128	\$ 3,347,523	\$ 3,347,523	\$ 3,942,741	\$ 3,947,888
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 3,073,128	\$ 3,347,523	\$ 3,347,523	\$ 3,942,741	\$ 3,947,888

2017 Budget

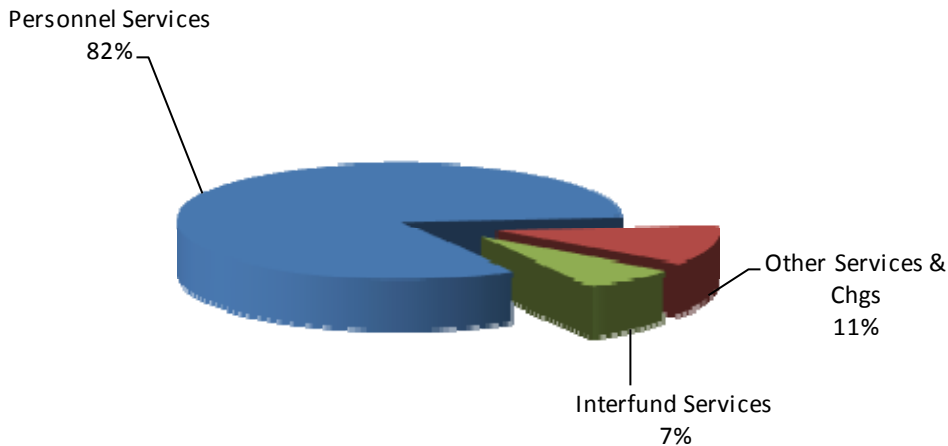


**Worker's Compensation Fund
Administrative Services Department
Worker's Compensation**

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 the appropriate City funds in lieu of paying industrial insurance to the State.

Budget Summary					
DESCRIPTION	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 565,542	\$ 890,000	\$ 890,000	\$ 1,010,000	\$ 1,010,000
Supplies	-	-	-	-	-
Other Services & Chgs	123,813	132,500	132,500	137,000	137,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	103,519	106,107	106,107	79,185	85,285
Total Current Expense	\$ 792,874	\$ 1,128,607	\$ 1,128,607	\$ 1,226,185	\$ 1,232,285
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 792,874	\$ 1,128,607	\$ 1,128,607	\$ 1,226,185	\$ 1,232,285

2017 Budget



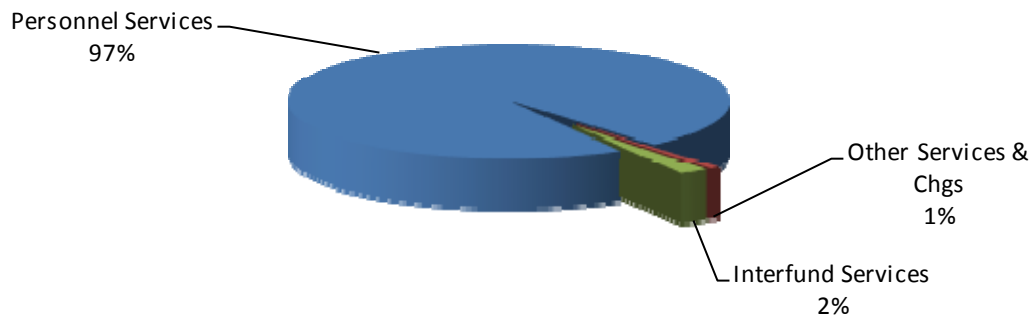
**Health Care/Benefits Plan Fund
Administrative Services Department
Employee Benefit Program**

Mission Statement: The Health Care/Benefits 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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	10,326,058	10,096,518	10,382,818	11,177,420	11,177,420
Supplies	-	-	-	-	-
Other Services & Chgs	17,284	44,650	44,650	96,630	96,630
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	107,074	109,751	109,751	96,075	242,395
Total Current Expense	\$ 10,450,416	\$ 10,250,919	\$ 10,537,219	\$ 11,370,125	\$ 11,516,445
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 10,450,416	\$ 10,250,919	\$ 10,537,219	\$ 11,370,125	\$ 11,516,445

2017 Budget



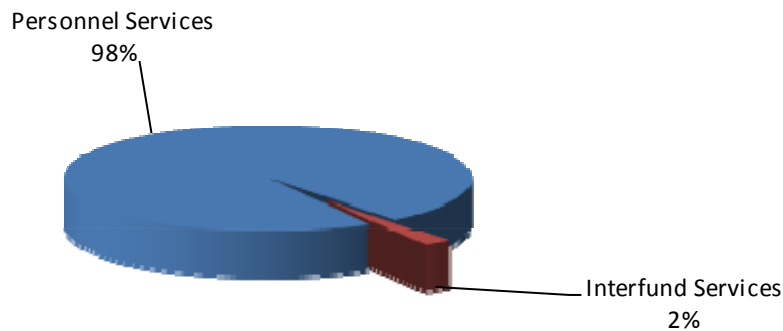
**Unemployment Fund
Administrative Services Department
Unemployment Division**

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 and claims are monitored closely.

Budget Summary

DESCRIPTION	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 67,149	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	1,450	3,740
Total Current Expense	\$ 67,149	\$ 160,000	\$ 160,000	\$ 161,450	\$ 163,740
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 67,149	\$ 160,000	\$ 160,000	\$ 161,450	\$ 163,740

2017 Budget



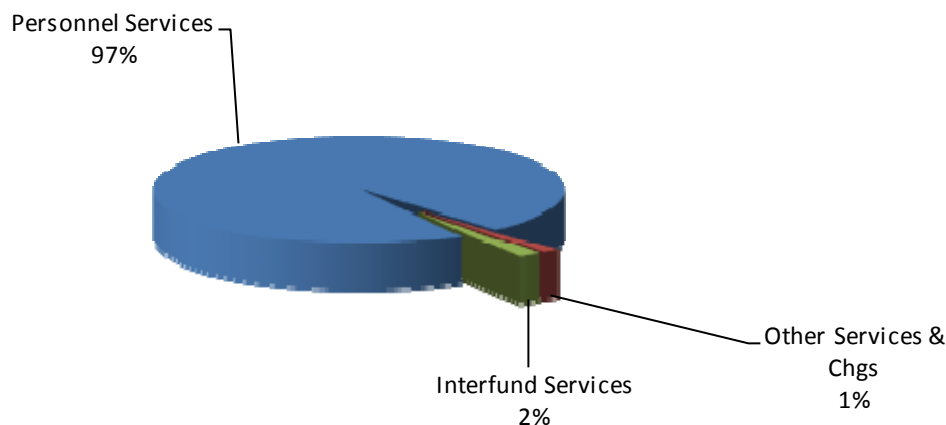
**Post Employment Healthcare Plan Fund
Administrative Services Department
Post Employment Benefits Division**

Mission Statement: The Post Employment Healthcare Plan 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 Healthcare Plan 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	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 1,505,818	\$ 1,317,428	\$ 1,532,543	\$ 1,553,400	\$ 1,553,400
Supplies	-	-	-	-	-
Other Services & Chgs	4,878	4,750	4,750	21,000	21,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	12,500	31,400
Total Current Expense	\$ 1,510,696	\$ 1,322,178	\$ 1,537,293	\$ 1,586,900	\$ 1,605,800
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,510,696	\$ 1,322,178	\$ 1,537,293	\$ 1,586,900	\$ 1,605,800

2017 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.

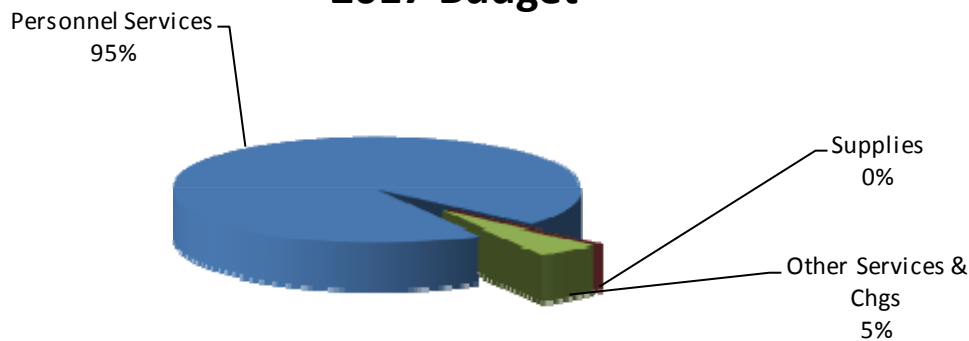
**Fire Pension Fund
Administrative Services Department
Fire Pension**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ 319,887	\$ 433,053	\$ 433,053	\$ 424,435	\$ 424,435
Supplies	144	450	450	450	450
Other Services & Chgs	7,466	6,850	6,850	23,275	23,275
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	11,236	12,914	12,914	-	-
Total Current Expense	\$ 338,733	\$ 453,267	\$ 453,267	\$ 448,160	\$ 448,160
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 338,733	\$ 453,267	\$ 453,267	\$ 448,160	\$ 448,160

2017 Budget



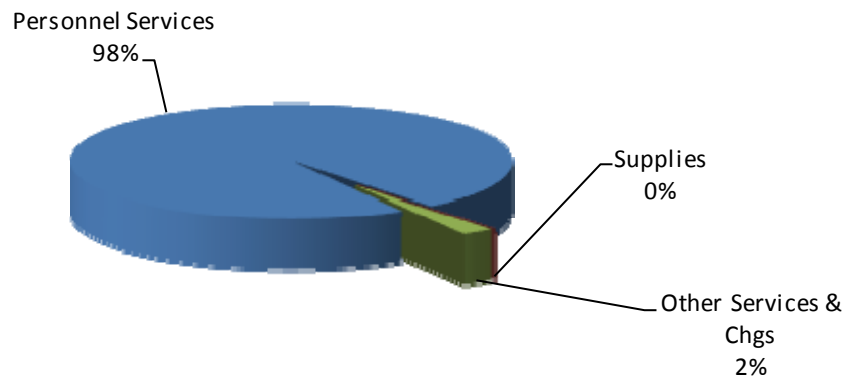
**Police Pension Fund
Administrative Services Department
Police Pension**

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	2015	2016	2016	2017	2017
	Actual	Adopted	Estimated	Baseline	Budget
Personnel Services	\$ 426,103	\$ 502,004	\$ 502,004	\$ 487,935	\$ 487,935
Supplies	140	450	450	450	450
Other Services & Chgs	8,473	7,350	7,350	11,925	11,925
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	11,556	12,216	12,216	-	-
Total Current Expense	\$ 446,273	\$ 522,020	\$ 522,020	\$ 500,310	\$ 500,310
Transfers	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 446,273	\$ 522,020	\$ 522,020	\$ 500,310	\$ 500,310

2017 Budget



CAPITAL PROJECTS FUNDS



Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Streets Capital Projects Fund (301) accounts for and reports financial resources that are restricted, committed or assigned to expenditures for street capital construction projects. These resources include state and federal grants, traffic impact fees and transfers in.

Capital Improvements Fund (315) accounts for and reports proceeds from the ½ of 1% Real Estate Excise Tax assessed on the sale of real estate. These funds may only be used for construction of capital projects.

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.

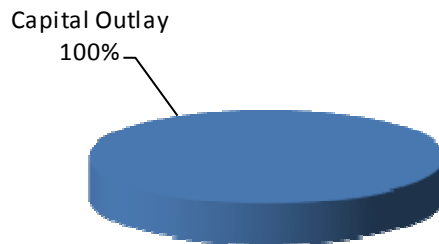
**Streets Capital Construction Fund
Public Works Department
Streets Capital Construction**

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	2015	2016	2016	2017	2017
	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	4,974,348	3,125,506	15,015,649	184,400	8,549,430
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 4,974,348	\$ 3,275,506	\$ 15,165,649	\$ 184,400	\$ 8,549,430

2017 Budget



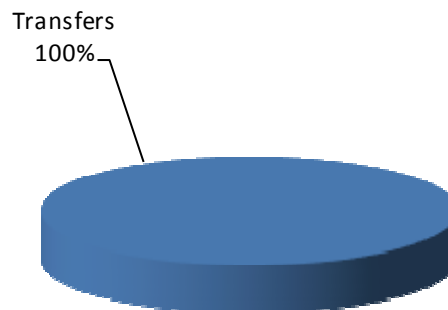
**Capital Improvements Fund
Administrative Services Department
Capital Improvements**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	-	-	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	1,550,462	1,517,293	1,517,293	278,117	1,952,517
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,550,462	\$ 1,517,293	\$ 1,517,293	\$ 278,117	\$ 1,952,517

2017 Budget



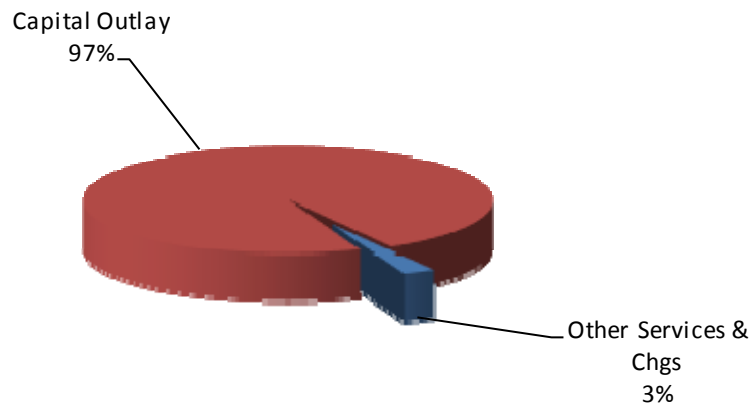
**Parks Capital Projects Fund
Parks & Public Facilities Department
Parks Capital Projects**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	-	20,000	20,000	-	40,000
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ 40,000
Transfers	-	-	-	-	-
Capital Outlay	1,791,902	798,500	2,957,798	-	1,518,004
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 1,791,902	\$ 818,500	\$ 2,977,798	\$ -	\$ 1,558,004

2017 Budget



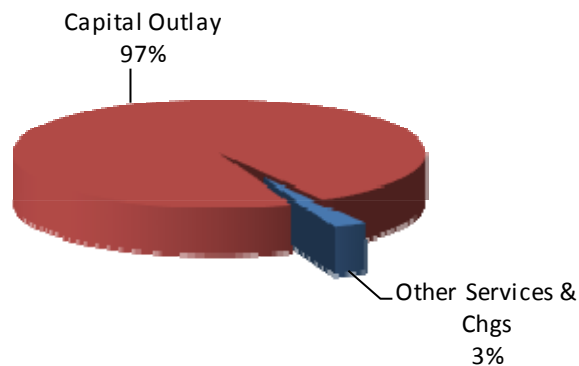
**General Government Construction Fund
Parks & Public Facilities Department
Capital Projects**

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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	18,876	500,000	614,719	-	446,860
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 18,876	\$ 500,000	\$ 614,719	\$ -	\$ 446,860
Transfers	-	-	-	-	-
Capital Outlay	28,226	45,000	1,087,755	-	16,200,000
Debt Services	-	-	-	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 47,102	\$ 545,000	\$ 1,702,474	\$ -	\$ 16,646,860

2017 Budget



**Special Assessment Construction 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	2015 Actual	2016 Adopted	2016 Estimated	2017 Baseline	2017 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	-	-	-	-	-
Other Services & Chgs	1,334	-	1,663	-	-
Intergovernmental Svcs	-	-	-	-	-
Interfund Services	-	-	-	-	-
Total Current Expense	\$ 1,334	\$ -	\$ 1,663	\$ -	\$ -
Transfers	-	-	-	-	-
Capital Outlay	554,563	-	237,690	-	-
Debt Services	4,750	850,000	900,000	-	-
Other Expense/Reserves	-	-	-	-	-
Total Requirements	\$ 560,647	\$ 850,000	\$ 1,139,353	\$ -	\$ -



APPENDIX



City of Richland
Summary of Outstanding Debt
As of January 2017

	Date Issued	Original Debt Issued	Jan 2017 Principal Outstanding	2017 Principal	2017 Interest	Dec 2017 Principal Outstanding	Maturity
Utility Related Debt							
Electric							
Revenue Refund	01/04/07	\$ 25,775,000	\$ 19,210,000	\$ 2,035,000	\$ 897,425	\$ 17,175,000	Nov 1, 2036
Revenue Refund	11/03/09	11,200,000	9,480,000	265,000	583,724	9,215,000	Nov 1, 2039
Revenue Imp/Refunding A	05/16/13	925,000	900,000	10,000	21,088	890,000	Nov 1, 2020
Revenue Imp/Refunding B	05/16/13	19,455,000	17,785,000	545,000	793,850	17,240,000	Nov 1, 2042
Revenue Bonds	11/10/15	19,435,000	19,435,000	-	875,125	19,435,000	Nov 1, 2045
Total Electric Fund		76,790,000	66,810,000	2,855,000	3,171,211	63,955,000	
Water							
Improvement & Refunding	06/16/09	9,675,547	4,496,520	1,399,810	203,575	3,096,710	Dec 1, 2038
Improvement & Refunding	06/05/12	5,955,160	5,252,230	228,800	197,728	5,023,430	Nov 1, 2034
Revenue & Refunding	08/26/14	5,626,548	4,786,933	-	191,477	4,786,933	Nov 1, 2023
Total Water Bonds		21,257,255	14,535,683	1,628,610	592,780	12,907,073	
Other Loan							
Public Works Trust Loan	05/01/00	6,432,914	1,357,590	339,397	13,576	1,018,192	Jul 1, 2020
Public Works Trust Loan	06/27/03	8,755,000	3,546,629	506,662	17,733	3,039,967	Jul 1, 2023
Public Works Trust Loan	10/01/07	1,984,802	812,914	116,130	8,129	696,783	Oct 1, 2023
Public Works Trust Loan	10/01/07	978,117	402,755	57,536	4,028	345,219	Oct 1, 2023
Public Works Trust Loan	10/01/03	580,000	290,000	36,250	4,350	253,750	Oct 1, 2024
Public Works Trust Loan	03/03/09	3,030,000	2,086,705	160,516	31,301	1,926,190	Oct 1, 2029
Total PWTF Loans		21,760,833	8,496,592	1,216,492	79,116	7,280,101	
Total Water Fund		43,018,088	23,032,275	2,845,102	671,896	20,187,174	
Wastewater							
Improvement & Refunding	06/16/09	10,429,453	5,633,480	1,260,191	262,425	4,373,289	Dec 1, 2038
Improvement & Refunding	06/05/12	1,584,840	1,452,770	56,200	54,222	1,396,570	Nov 1, 2034
Revenue & Refunding	08/26/14	4,358,452	3,708,067	-	148,323	3,708,067	Nov 1, 2023
Dept of Ecology ARRA 2009		1,538,338	1,207,499	67,989	34,737	1,139,510	May 27, 2031
Total Wastewater Fund		17,911,083	12,001,816	1,384,380	499,707	10,617,436	
Solid Waste							
Revenue supported GO Bonds	9/21/10	1,205,000	385,000	125,000	10,688	260,000	Dec 1, 2019
Total Solid Waste Fund		1,205,000	385,000	125,000	10,688	260,000	
Stormwater							
Revenue Bonds	06/16/09	1,870,000	1,125,000	110,000	54,088	1,015,000	Dec 1, 2038
Department of Ecology	12/13/01	145,775	71,782	8,300	2,998	63,482	Oct 1, 2024
Department of Ecology	09/03/15	400,258	314,121	86,137	5,601	314,121	Jun 30, 2020
Total Stormwater Fund		2,416,033	1,510,903	204,437	62,687	1,392,603	
Broadband							
HAEIF Loan #58-01-01		200,000	143,471	27,791	4,099	115,680	Jul 1, 2021
Total Broadband Fund		200,000	143,471	27,791	4,099	115,680	
Total Utility Debt		\$ 141,540,204	\$ 103,883,465	\$ 7,441,710	\$ 4,420,289	\$ 96,527,893	

City of Richland
Summary of Outstanding Debt
As of January 2017

	Date Issued	Original Debt Issued	Jan 2017 Principal Outstanding	2017 Principal	2017 Interest	Dec 2017 Principal Outstanding	Maturity
General Governmental Debt							
City Shop & Imp 98 Ref -05	04/11/05	\$ 9,820,000	\$ 595,000	\$ 595,000	\$ 24,395	\$ -	Dec 1, 2017
Imp / Park Lands & 02 Ref. -06	12/28/06	6,315,000	3,505,000	390,000	148,963	3,115,000	Dec 1, 2026
IT Facility & Golf Course	7/30/10	7,630,000	5,325,000	150,000	229,358	5,175,000	Dec 1, 2039
LTGO Broadband Bonds	3/20/13	11,250,000	10,930,000	330,000	366,213	10,600,000	Dec 1, 2037
LTGO Broadband Bonds	3/20/13	2,230,000	890,000	75,000	24,030	815,000	Dec 1, 2027
LTGO Fire Station Bonds	7/29/14	3,355,000	3,110,000	125,000	113,656	2,985,000	Dec 1, 2034
UTGO Refunding 2015 Bonds	8/4/15	14,385,000	13,875,000	1,355,000	533,300	12,520,000	Dec 1, 2026
Total General Obligation Debt		\$ 54,985,000	\$ 38,230,000	\$ 3,020,000	\$ 1,439,914	\$ 35,210,000	
Other Contracts & Notes							
WSDOT Rail Loan RRB1070	07/01/15	400,000	360,000	40,000	-	320,000	Jul 1, 2025
Capital Lease - E-One Pumper	10/31/07	342,353	42,638	42,638	2,238	-	Oct 31, 2017
Capital Lease - E-One Pumper	04/09/10	343,464	157,365	36,559	7,727	120,805	Apr 9, 2020
CERB Loan	4/3/03	780,000	532,823	50,928	5,328	481,895	Jan 31, 2026
Total Other		1,865,818	1,092,826	170,125	15,293	922,700	
Total Outstanding Debt		\$ 198,391,022	\$ 143,206,291	\$ 10,631,835	\$ 5,875,496	\$ 132,660,593	

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.

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).

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

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.

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.

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).

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 2017

UNAFFILIATED

Pay Grade	Classification Title	Group Status	Minimum	Midpoint	Maximum
7510	Accountant	Professional	\$29.56	\$36.95	\$44.34
7503	Accounting Clerk I	Non-Exempt	\$15.18	\$18.98	\$22.78
7504	Accounting Clerk II	Non-Exempt	\$16.68	\$20.85	\$25.02
7505	Accounting Specialist	Non-Exempt	\$18.32	\$22.90	\$27.48
7508	Administrative Assistant	Admin.	\$24.42	\$30.53	\$36.64
7508	Administrative Operations Coordinator	Executive	\$24.42	\$30.53	\$36.64
7620	Administrative Services Director	Executive	\$45.93	\$57.41	\$68.89
7507	Administrative Specialist	Non-Exempt	\$22.22	\$27.78	\$33.34
7610	Assistant City Manager	Executive	\$42.50	\$53.13	\$63.75
7507	BCEM Emergency Planner	Non-Exempt	\$22.22	\$27.78	\$33.34
7512	BCES Communications Manager	Executive	\$35.76	\$44.70	\$53.64
7509	BCES Communications Supervisor	Executive	\$26.89	\$33.62	\$40.34
7511	BCES Emergency Management Manager	Executive	\$32.53	\$40.66	\$48.79
7513	BCES Information Systems Manager	Executive	\$39.36	\$49.20	\$59.04
7509	BCES Technical Systems Coordinator	Non-Exempt	\$26.89	\$33.62	\$40.34
7509	Block Grant Coordinator	Admin.	\$26.89	\$33.62	\$40.34
7508	Building Inspector	Non-Exempt	\$24.42	\$30.53	\$36.64
7511	Building Official	Executive	\$32.53	\$40.66	\$48.79
7506	Building Permit Expediter	Non-Exempt	\$20.18	\$25.22	\$30.27
7508	Business Services Assistant	Professional	\$24.42	\$30.53	\$36.64
7513	Business Services Manager	Executive	\$39.36	\$49.20	\$59.04
7505	Buyer I	Non-Exempt	\$18.32	\$22.90	\$27.48
7507	Buyer II	Non-Exempt	\$22.22	\$27.78	\$33.34
7508	Cable Communications Coordinator	Non-Exempt	\$24.42	\$30.53	\$36.64
7505	Cable Production Assistant	Non-Exempt	\$18.32	\$22.90	\$27.48
7515	Chief Electrical Engineer	Executive	\$47.64	\$59.55	\$71.46
7515	City Attorney	Executive	\$47.64	\$59.55	\$71.46
7510	City Clerk	Executive	\$29.56	\$36.95	\$44.34
7650	City Manager	Executive	\$57.86	\$72.33	\$86.79
7510	City Surveyor	Executive	\$29.56	\$36.95	\$44.34
7509	Civil Engineer I	Non-Exempt	\$26.89	\$33.62	\$40.34
7511	Civil Engineer II	Professional	\$32.53	\$40.66	\$48.79
7502	Clerical Assistant	Non-Exempt	\$13.80	\$17.24	\$20.69
7507	Code Enforcement Officer	Non-Exempt	\$22.22	\$27.78	\$33.34
7511	Communications & Marketing Manager	Executive	\$32.53	\$40.66	\$48.79
7508	Communications & Marketing Specialist	Non-Exempt	\$24.42	\$30.53	\$36.64
7620	Community Development Director	Executive	\$45.93	\$57.41	\$68.89
7508	Crime Analyst	Non-Exempt	\$24.42	\$30.53	\$36.64
7508	Crime Prevention Specialist	Non-Exempt	\$24.42	\$30.53	\$36.64
7505	Customer Service Representative	Non-Exempt	\$18.32	\$22.90	\$27.48
7511	Customer Service Supervisor	Executive	\$32.53	\$40.66	\$48.79
7507	Deputy City Clerk	Non-Exempt	\$22.22	\$27.78	\$33.34
7512	Development Services Manager	Executive	\$35.76	\$44.70	\$53.64
7513	Economic Development Manager	Executive	\$39.36	\$49.20	\$59.04
7511	Electrical Distribution Engineer I	Professional	\$32.53	\$40.66	\$48.79
7513	Electrical Distribution Engineer II	Professional	\$39.36	\$49.20	\$59.04
7508	Electrical Engineering Specialist	Non-Exempt	\$24.42	\$30.53	\$36.64
7512	Electrical Systems Supervisor	Executive	\$35.76	\$44.70	\$53.64
7508	Energy Engineer I	Non-Exempt	\$24.42	\$30.53	\$36.64
7509	Energy Engineer II	Professional	\$26.89	\$33.62	\$40.34
7511	Energy Policy Specialist	Professional	\$32.53	\$40.66	\$48.79

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2017

UNAFFILIATED

Pay Grade	Classification Title	Group Status	Minimum	Midpoint	Maximum
7512	Energy Projects Supervisor	Executive	\$35.76	\$44.70	\$53.64
7640	Energy Services Director	Executive	\$53.58	\$66.98	\$80.38
7512	Energy Services Project Manager	Professional	\$35.76	\$44.70	\$53.64
7509	Energy Specialist	Admin.	\$26.89	\$33.62	\$40.34
7515	Engineering & Operations Manager	Executive	\$47.64	\$59.55	\$71.46
7503	Engineering Aide	Non-Exempt	\$15.18	\$18.98	\$22.78
7505	Engineering Technician I	Non-exempt	\$18.32	\$22.90	\$27.48
7507	Engineering Technician II	Non-Exempt	\$22.22	\$27.78	\$33.34
7509	Engineering Technician III	Non-Exempt	\$26.89	\$33.62	\$40.34
7510	Engineering Technician IV	Professional	\$29.56	\$36.95	\$44.34
7510	Equipment Maintenance Supervisor	Executive	\$29.56	\$36.95	\$44.34
7506	Evidence Technician	Non-Exempt	\$20.18	\$25.22	\$30.27
7506	Executive Assistant	Non-Exempt	\$20.18	\$25.22	\$30.27
7610	Finance Director	Executive	\$42.50	\$53.13	\$63.75
7620	Fire & Emergency Services Director	Executive	\$45.93	\$57.41	\$68.89
7508	Fire Administrative Coordinator	Executive	\$24.42	\$30.53	\$36.64
7508	GIS/CADD Technician	Non-Exempt	\$24.42	\$30.53	\$36.64
7513	Hanford Project Manager	Admin.	\$39.36	\$49.20	\$59.04
7508	Housing Resources Specialist	Non-Exempt	\$24.42	\$30.53	\$36.64
7505	Human Resources Assistant	Non-Exempt	\$18.32	\$22.90	\$27.48
7610	Human Resources Director	Executive	\$42.50	\$53.13	\$63.75
7510	Human Resources Generalist	Professional	\$29.56	\$36.95	\$44.34
7508	Human Resources Specialist	Non-Exempt	\$24.42	\$30.53	\$36.64
7514	Information Technology Manager	Executive	\$43.28	\$54.10	\$64.92
7511	IT Applications Developer/Integrator	Professional	\$32.53	\$40.66	\$48.79
7513	IT Applications Supervisor	Executive	\$39.36	\$49.20	\$59.04
7511	IT Business Analyst	Professional	\$32.53	\$40.66	\$48.79
7512	IT Customer Service Supervisor	Executive	\$35.76	\$44.70	\$53.64
7509	IT Customer Service Technician I	Non-Exempt	\$26.89	\$33.62	\$40.34
7510	IT Customer Service Technician II	Non-Exempt	\$29.56	\$36.95	\$44.34
7511	IT Network Administrator	Professional	\$32.53	\$40.66	\$48.79
7513	IT Operations Supervisor	Executive	\$39.36	\$49.20	\$59.04
7511	IT SharePoint Business Analyst	Professional	\$32.53	\$40.66	\$48.79
7511	IT Systems Administrator	Professional	\$32.53	\$40.66	\$48.79
7507	Legal Assistant	Non-Exempt	\$22.22	\$27.78	\$33.34
7507	Librarian I	Professional	\$22.22	\$27.78	\$33.34
7509	Librarian II	Professional	\$26.89	\$33.62	\$40.34
7501	Library Assistant I	Non-Exempt	\$12.53	\$15.66	\$18.79
7503	Library Assistant II	Non-Exempt	\$15.18	\$18.98	\$22.78
7505	Library Assistant III	Non-Exempt	\$18.32	\$22.90	\$27.48
7511	Library Manager	Executive	\$32.53	\$40.66	\$48.79
7200	Library Page	Non-Exempt	\$11.00	\$13.75	\$16.50
7508	Library Supervisor	Executive	\$24.42	\$30.53	\$36.64
7506	Library Technical Support Specialist	Non-Exempt	\$20.18	\$25.22	\$30.27
7501	Mail Clerk	Non-Exempt	\$12.53	\$15.66	\$18.79
7512	Maintenance & Operations Supervisor	Executive	\$35.76	\$44.70	\$53.64
7509	Marketing Specialist	Non-Exempt	\$26.89	\$33.62	\$40.34
7510	Parks & Facilities Supervisor	Executive	\$29.56	\$36.95	\$44.34
7610	Parks & Public Facilities Director	Executive	\$42.50	\$53.13	\$63.75
7511	Parks & Public Facilities Project Manager	Professional	\$32.53	\$40.66	\$48.79
7200	Parks & Recreation Aide	Non-Exempt	\$11.00	\$13.75	\$16.50

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2017

UNAFFILIATED

Pay	Group				
Grade	Classification Title	Status	Minimum	Midpoint	Maximum
7506	Parks & Recreation Assistant	Non-Exempt	\$20.18	\$25.22	\$30.27
7508	Parks & Recreation Coordinator	Executive	\$24.42	\$30.53	\$36.64
7511	Parks & Recreation Planning & Cap. Proj. Mgr.	Executive	\$32.53	\$40.66	\$48.79
7508	Payroll Specialist	Non-Exempt	\$24.42	\$30.53	\$36.64
7505	Permit Technician	Non-Exempt	\$18.32	\$22.90	\$27.48
7509	Planner	Non-Exempt	\$26.89	\$33.62	\$40.34
7510	Plans Examiner/Permit Specialist	Non-Exempt	\$29.56	\$36.95	\$44.34
7512	Police Captain ⁽¹⁾	Executive	\$35.76	\$44.70	\$53.64
7511	Police Lieutenant ⁽¹⁾	Executive	\$32.53	\$40.66	\$48.79
7509	Police Records Supervisor	Executive	\$26.89	\$33.62	\$40.34
7620	Police Services Director	Executive	\$45.93	\$57.41	\$68.89
7509	Power Analyst	Professional	\$26.89	\$33.62	\$40.34
7504	Printer	Non-Exempt	\$16.68	\$20.85	\$25.02
7509	Professional Land Surveyor	Non-Exempt	\$26.89	\$33.62	\$40.34
7505	Project Assistant	Non-Exempt	\$18.32	\$22.90	\$27.48
7509	Public Works Administration Supervisor	Executive	\$26.89	\$33.62	\$40.34
7513	Public Works Capital Projects Manager	Executive	\$39.36	\$49.20	\$59.04
7620	Public Works Director	Executive	\$45.93	\$57.41	\$68.89
7512	Purchasing Manager	Executive	\$35.76	\$44.70	\$53.64
7511	Recreation & Facilities Manager	Executive	\$32.53	\$40.66	\$48.79
7511	Redevelopment Project Manager	Professional	\$32.53	\$40.66	\$48.79
7510	Risk & Safety Program Administrator	Professional	\$29.56	\$36.95	\$44.34
7511	Senior Planner	Professional	\$32.53	\$40.66	\$48.79
7510	Solid Waste Collection Supervisor	Executive	\$29.56	\$36.95	\$44.34
7511	Solid Waste Manager	Executive	\$32.53	\$40.66	\$48.79
	Special Appointee I	Non-Exempt	<i>Wages with City Manager Approval</i>		
	Special Appointee II	Exempt	<i>Wages with City Manager Approval</i>		
7250	Special Investigator	Non-Exempt	\$44.07	\$55.08	\$66.10
7510	Streets Supervisor	Executive	\$29.56	\$36.95	\$44.34
7505	Support Specialist	Non-Exempt	\$18.32	\$22.90	\$27.48
7507	Survey Technician	Non-Exempt	\$22.22	\$27.78	\$33.34
7510	Traffic Engineer	Professional	\$29.56	\$36.95	\$44.34
7513	Transportation & Development Mgr.	Executive	\$39.36	\$49.20	\$59.04
7510	Waste Water Maintenance Supervisor	Executive	\$29.56	\$36.95	\$44.34
7511	Waste Water/Storm Water Manager	Executive	\$32.53	\$40.66	\$48.79
7510	Water Maintenance Supervisor	Executive	\$29.56	\$36.95	\$44.34
7511	Water Manager	Executive	\$32.53	\$40.66	\$48.79

CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2017
 INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

Pay Level	Classification Title	Step A Monthly	Step C Monthly	Step E Monthly	Step F Monthly
1000	FIREFIGHTER EMT	\$5,043	\$5,927	\$6,268	\$6,549
1009	FIRE LIEUTENANT			\$7,020	\$7,335
1049	FIRE CAPTAIN			\$7,723	\$8,068
1119	ASST FIRE MARSHAL			\$7,723	\$8,068
1139	DEPUTY FIRE MARSHALL EMT				\$7,335
1140	TRAINING PROGRAM OFFICER			\$8,495	\$8,875
1189	EMS PROGRAM OFFICER			\$8,495	\$8,875

CITY OF RICHLAND

Classifications, Pay Grades and Hourly Salaries as of January 2017

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS - BC

Pay Level	Classification Title	Step E Monthly	Step F Monthly
4009	BATTALION CHIEF	\$8,494	\$8,879
4013	BC-FIRE MARSHAL & TRAINING	\$9,344	\$9,767

CITY OF RICHLAND
 Classifications, Pay Grades and Hourly Salaries as of January 2017
 INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

Pay Level	Classification Title	Step F
2000	APPRENTICE LINE,WIRE,&METER #1	\$32.82
2001	APPRENTICE LINE,WIRE,&METER #2	\$33.69
2002	APPRENTICE LINE,WIRE,&METER #3	\$34.57
2003	APPRENTICE LINE,WIRE,&METER #4	\$35.87
2004	APPRENTICE LINE,WIRE,&METER #5	\$37.63
2005	APPRENTICE LINE,WIRE,&METER #6	\$41.57
2006	DISPATCHER FILL IN-UPGRADE	\$47.02
2007	ELECTRICAL SYSTEMS DISPATCHER	\$49.94
2008	ELECTRICAL TOOLKEEPER	\$35.87
2009	ELECTRONICS & INSTR TECH I	\$44.62
2010	ELECTRONICS & INSTR TECH II	\$45.93
2011	ELECTRONICS & INSTR TECH III	\$47.68
2012	GROUNDMAN (M-F)	\$33.69
2013	HEAD GROUNDMAN(M-F)-HEAVY EQUIP	\$39.37
2014	HEAD GROUNDMAN (M-F)-TRUCK OPR	\$37.20
2015	ELECTRICIAN II	\$45.93
2017	JOURNEYMAN LINEMAN (M-F)	\$43.74
2018	MPP TECH I	\$44.62
2021	LEAD WAREHOUSE WORKER	\$35.87
2022	MPP FOREMAN(M-F)	\$50.33
2023	SENIOR CREW FOREMAN (M-F)	\$50.33
2024	SERVICE CREW FOREMAN (M-F)	\$49.20
2026	ELECTRICIAN I	\$44.62
2027	WAREHOUSE WKR II/ 2ND 6 MOS	\$30.09
2028	WAREHOUSE WKR II/ 3RD 6 MOS	\$31.25
2029	WAREHOUSE WKR II/ 1ST 6 MOS	\$27.77
2030	ELECTRICIAN FOREMAN	\$49.65
2031	ELECTRONIC & INSTRUMENT FOREMAN	\$49.65
2032	MPP TECHNICIAN II	\$45.93
2033	INSPECTOR I	\$45.93
2034	INSPECTOR II	\$49.20
2035	MPP TECHNICIAN III	\$47.68
2036	ELECTRICIAN III	\$47.68
2037	WAREHOUSE WKR I/ 1ST 6 MOS	\$23.15
2038	WAREHOUSE WKR I/ 2ND 6 MOS	\$24.30
2039	WAREHOUSE WKR I/ 3RD 6 MOS	\$25.46

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2017

POLICE GUILD

Pay Level	Classification Title	Step A	Step B	Step C	Step D	Step E	Step F
5001	POLICE OFFICER	\$35.21		\$37.04		\$38.91	\$39.92
5011	POLICE CORPORAL					\$41.85	\$42.71
5021	POLICE SERGEANT					\$44.98	\$45.91

CITY OF RICHLAND
Classifications, Pay Grades and Hourly Salaries as of January 2017
INTERNATIONAL UNION OF OPERATING ENGINEERS

Pay Level	Classification Title	Step A	Step B	Step C	Step D	Step E
3044	CONST & MAINT WKR I	\$23.02	\$23.76	\$24.52	\$25.24	\$25.83
3045	CONST & MAINT WKR II		\$27.62	\$28.51	\$29.51	\$30.35
3000	CUSTODIAN I	\$12.41	\$13.29	\$14.11	\$14.91	\$15.74
3001	CUSTODIAN II	\$14.91	\$16.58	\$17.41	\$18.23	\$19.06
3002	EQUIPMENT OPERATOR	\$26.00	\$26.86	\$27.69	\$28.70	\$29.57
3003	EQUIPMENT SERVICER	\$22.06	\$22.92	\$23.44	\$24.06	\$24.63
3024	EQUIPMENT TECHNICIAN	\$26.86	\$27.62	\$28.51	\$29.51	\$30.35
3004	FACILITIES CRAFTSWORKER		\$27.62	\$28.51	\$29.51	\$30.35
3005	FUELER		\$12.41	\$13.29	\$14.11	\$14.91
3006	GENERAL CRAFTSWORKER		\$27.62	\$28.51	\$29.51	\$30.35
3040	HOUSEHOLD HAZ WASTE ATTENDANT	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
3007	HVAC TECHNICIAN	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01
3009	LABORATORY TECHNICIAN I	\$25.43	\$26.65	\$27.93	\$29.25	\$30.65
3010	LABORATORY TECHNICIAN II	\$26.42	\$27.66	\$28.97	\$30.38	\$31.82
3043	LABORER	\$17.78	\$18.55	\$19.36	\$20.09	\$20.88
3013	LEAD CRAFTSWORKER	\$25.40	\$26.95	\$28.54	\$30.11	\$31.77
3014	LEAD CUSTODIAN	\$20.44	\$21.47	\$22.55	\$23.66	\$24.84
3016	LEAD EQUIPMENT TECHNICIAN	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01
3015	LEAD LANDFILL OPERATOR	\$28.01	\$28.92	\$29.86	\$30.80	\$31.71
3041	LEAD METER READER					\$28.15
3012	LEAD CONST & MAINT WORKER	\$25.71	\$27.36	\$28.97	\$30.59	\$32.20
3017	LEAD PLANT OPERATOR	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01
3019	LEAD TRUCK DRIVER	\$27.62	\$28.51	\$29.51	\$30.35	\$31.31
3018	LEAD WAREHOUSE WORKER					
3020	MAINTENANCE CRAFTSWORKER I	\$24.40	\$25.18	\$26.00	\$26.75	\$27.38
3021	MAINTENANCE CRAFTSWORKER II		\$27.62	\$28.51	\$29.51	\$30.35
3022	MAINTENANCE WORKER I	\$22.49	\$23.15	\$23.81	\$24.50	\$25.13
3023	MAINTENANCE WORKER II	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
3025	METER READER	\$23.39	\$24.12	\$24.92	\$25.63	\$26.37
3026	METER SERVICE WORKER	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
3028	PLANT OPERATOR	\$26.87	\$27.72	\$28.57	\$29.57	\$30.44
3029	PLANT OPERATOR-IN-TRAINING	\$22.49	\$23.15	\$23.81	\$24.50	\$25.13
3030	PRETREATMENT COORDINATOR	\$24.92	\$26.47	\$28.03	\$29.57	\$31.14
3031	PRETREATMENT INSPECTOR	\$26.87	\$27.72	\$28.57	\$29.57	\$30.44
3032	SERVICE WRITER	\$24.40	\$25.18	\$26.00	\$26.75	\$27.38
3039	TRANSFER STATION ATTENDANT	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
3037	TREATMENT PLANT MECHANIC	\$29.35	\$30.28	\$31.24	\$32.13	\$33.01
3034	TRUCK DRIVER-HEAVY	\$25.18	\$26.00	\$26.75	\$27.38	\$28.15
3035	UTILITY CRAFTSWORKER	\$24.40	\$25.18	\$26.00	\$26.75	\$27.38
3038	WAREHOUSE WORKER I	\$22.05	\$23.19	\$24.32	\$25.54	
3033	WAREHOUSE WORKER II			\$26.51	\$27.87	\$29.16
3036	WATER QUALITY COORDINATOR	\$24.92	\$26.47	\$28.03	\$29.27	\$29.57

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 2017 Budget Document. Their significant commitment to this project has been greatly appreciated.

Cathleen Koch
ADMINISTRATIVE SERVICES DIRECTOR

Brandon Allen
FINANCE DIRECTOR

Irma Bottineau
ADMINISTRATIVE OPS COORDINATOR

Meg Coleman
ACCOUNTANT

Jeff Kison
ACCOUNTANT

Jeanne Portch
ACCOUNTANT

Brandon Suchy
ACCOUNTANT

Jane Gagnebin
PAYROLL SPECIALIST

Debbie Lord
PRINTER

