

MEMORANDUM OF AGREEMENT BETWEEN CITIES OF  
KENNEWICK, PASCO, RICHLAND, WEST RICHLAND AND FRANKLIN  
CONSERVATION DISTRICT FOR PUBLIC EDUCATION PROGRAM SERVICES

This MEMORANDUM OF AGREEMENT (MOA) is made and entered into this date by and between the Cities of Kennewick, Pasco, Richland, and West Richland, municipal corporations (hereinafter "Quad-Cities") and the Franklin Conservation District, a governmental subdivision of the state (hereinafter "District").

**I. RECITALS**

WHEREAS, the Quad-Cities and the District are public agencies as defined in RCW 39.34.020(1), who wish to enter into a Memorandum of Agreement; and

WHEREAS, the Quad-Cities have public education and outreach responsibilities and conditions per both Water Right Permit S4-309676 and the Eastern Washington Phase II NPDES Municipal Stormwater Permit; and

WHEREAS, the District currently provides water conservation and stormwater education programs to the school districts and general public; and

WHEREAS, since 2010 the District has provided public education and outreach activities to support the Quad-Cities; and

WHEREAS, the Quad-Cities desire to enter into a new Memorandum of Agreement with the District to continue to support the Quad-Cities through public education and outreach activities for the Quad-Cities area; NOW, THEREFORE,

In consideration of the conditions, covenants and agreements contained herein, the parties agree as follows:

**II. TERMS**

1. DUTIES. The District will offer the Drain Rangers stormwater curriculum (Grades 3-8) and the Jr. Drain Rangers water conservation curriculum (Grades K-2) to classrooms in the Quad-Cities to help fulfill the Quad-Cities shared Water Right requirements and Eastern Washington Phase II NPDES Municipal Stormwater Permit requirements. All lessons are aligned with Next Generation Science Standards and Common Core Standards in English/Language Arts.
2. DELIVERABLES. The District shall provide the following deliverables:
  - a. Drain Rangers Stormwater curriculum will be offered to teachers (Grades 3-8) in three-hour teacher workshop format. Four no-cost workshops will be held each year, and the District will provide free clock hours, curriculum binders and dinner to participating teachers.

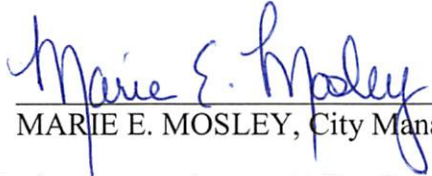
- b. The District will teach additional Drain Ranger lessons in participating teachers' classrooms.
  - c. The District will offer ice cream party supplies to teachers who measure the performance of the curriculum.
  - d. The District will offer Jr. Drain Ranger lessons to all K-2 classrooms in the Quad-Cities area, with an estimate of 3,500 students being taught.
  - e. Water conservation and stormwater pollution materials will be provided for each Drain Rangers and Jr. Drain Rangers lesson (shower timers/bookmarks).
  - f. Each of the Quad-Cities will be recognized as Drain Rangers and Jr. Drain Rangers sponsors on all printed materials handed out to teachers, students and the public.
  - g. District will provide an annual report summarizing the number of teachers, students and schools and lessons taught.
  - h. District will coordinate and staff a booth at the Regional Home & Garden Show held at the TRAC in Pasco each February, and the Benton/Franklin Fair in Kennewick each August.
  - i. Separately from the above base activities, the District will also purchase and distribute educational materials and supplies for the booths.
3. **COMPENSATION TO THE DISTRICT.** The District will semi-annually bill the Quad-Cities through the City of Kennewick in June and December of each year during the term of this MOA. The annual lump sum base activities amount due the District for the first year (July 1, 2018-June 30, 2019) will be \$31,603.10, based on the detailed budget in attached Exhibit A-2018). For each year thereafter during the term of the Agreement, the District will bill a fixed 2.5% annual increase to this amount. The District will also semi-annually bill the actual costs for educational materials and supplies purchased for the Home & Garden Show and Fair, which are estimated to be \$15,000.00 per year.
4. **QUAD-CITIES COST SHARING.** The four cities will divide the lump sum base activities compensation to the District based on population, per the July 1, 2017 US Census Bureau population estimates. The proportionate share for each City is 36.20% for Kennewick, 33.38% for Pasco, 24.95% for Richland, and 6.47% for West Richland. The estimated \$15,000 in annual educational materials and supplies will be divided equally among the four cities. The City of Kennewick will invoice the other Quad-Cities based on the above proportions. Each of the Quad-Cities will pay Kennewick within 30 days of receipt of an invoice from Kennewick. The City of Kennewick shall be responsible for full payment to the District.
5. **TERM.** The term of this Agreement is for five years, from July 1, 2018 through June 30, 2023, unless otherwise extended in writing by agreement of all parties.
6. **ADMINISTRATION.** This MOA shall be administered by the City of Kennewick. Modifications to this Agreement may be done by written consensus of the Quad-Cities Public Works Directors and the District. All reimbursement to the District shall be administered through the City of Kennewick.

7. TERMINATION. This MOA may be terminated by 30 days' written notice from the party desiring to terminate the Agreement with the other parties.

DATED this 12 day of September, 2018.

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

**CITY OF KENNEWICK**

  
MARIE E. MOSLEY, City Manager

Attest:

  
TERRI L. WRIGHT, City Clerk

Approved as to Form:

  
LISA BEATON, Kennewick City Attorney

**CITY OF RICHLAND**

  
CINDY REENTS, City Manager

Attest:

  
MARCIA HOPKINS, City Clerk

Approved as to Form:

  
HEATHER KINTZLEY  
Richland City Attorney

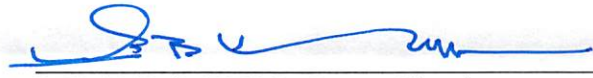
**CITY OF PASCO**

  
DAVE ZABELL, City Manager


Attest:

  
DANIELA ERICKSON, City Clerk


Approved as to Form:

  
LELAND B. KERR, Pasco City Attorney

**CITY OF WEST RICHLAND**

  
BRENT GERRY, Mayor

Attest:

  
JULIE RICHARDSON, City Clerk

Approved as to Form:

  
BRONSON BROWN  
West Richland City Attorney

**Project:**  
**Drain Rangers & JR Drain Rangers**  
**Quad-Cities (Kennewick, Richland, W. Richland, and Pasco)**  
**Eastern WA Phase II Municipal Stormwater Permit Requirements**

**Contacts:**  
**City of Kennewick**  
**Bruce Mills**  
**P.O. Box 6108**  
**Kennewick, WA 99336**  
**T. 509-585-4301**

**Franklin Conservation District**  
**Kara Kaelber**  
**1724 E. Superior St.**  
**Pasco, WA 99301**  
**T. 509-416-0440 x 107**

### Proposed Work

The Franklin Conservation District will offer Drain Rangers and JR Drain Rangers water conservation and stormwater runoff lessons to classrooms in Kennewick, Richland, West Richland and Pasco to help fulfill the Quad-Cities' shared Water Right as well as the Cities Phase II Municipal Stormwater Permit requirements. All lessons are aligned with Next Generation Science Standards and Common Core Standards in English/Language Arts.

### Deliverables

- Drain Rangers Stormwater Runoff curriculum will be offered to teachers grades 3-8 in a 3-hour teacher workshop format. Four workshops will be held between September 2018 and February 2019.
- Drain Rangers teacher workshops will be offered at no cost, and will offer free clock hours, curriculum binders, and dinner to participating teachers.
- Teachers who participate in Drain Rangers workshops can schedule additional Drain Rangers lessons to be taught by Franklin Conservation District staff in their classrooms as part of the Drain Rangers curriculum.
- Teachers who demonstrate completion of the Performance Task or Lesson 10A or 10B by their students will be given ice cream party supplies as a reward for their students' work.
- JR Drain Rangers lessons will be offered to all K-2 classrooms in the Quad-Cities area. 3,500 students are estimated to be reached with JR Drain Rangers.
- Water conservation and stormwater pollution materials will be handed out during each Drain Ranger and JR Drain Rangers lesson (shower timers/bookmarks).
- The cities of Kennewick, Richland, West Richland, and Pasco will be recognized as Drain Rangers and JR Drain Rangers sponsors on all printed materials handed out to teachers, students, and the general public.
- The cities of Kennewick, Richland, West Richland, and Pasco will receive a full report no later than December 31 and June 30th each year stating which schools lessons were taught in as well as the number of students, teachers and lessons taught.
- The Franklin Conservation District will coordinate and staff a booth at the Regional Home and Garden Show held at the TRAC in Pasco in February and the Benton/Franklin Fair in Kennewick in August. Stormwater education materials will be distributed to the general public and will be provided by the Quad-Cities.

### Cost

The Franklin Conservation District will be paid a lump sum amount of \$39,453.10 (see detailed budget page 2). The Franklin Conservation District will submit an invoice to the City of Kennewick in June along with a detailed report.

### Timeline

Program work will begin July 1, 2018 and will conclude June 30, 2019.

**Salaries**

Kara Kaelber	175 hr x \$45.26 = \$7,920.50	\$7,920.50
FCD Educator (\$18.00 hourly rate)	(40 hr/wk x 20 wk x \$19.66 comp rate) = \$15,728.00	\$15,728.00
FCD Bookkeeper	5 hr x 12mo = 60 hr x \$32.87 = \$1,972.20	\$1,972.20
		\$25,620.70

**Travel**

Kara	50 mi/mo x 9 mo. x \$0.545 = \$245.25	\$245.25
Educator	150 mi/mo x 9 x \$0.545 = \$735.75	\$735.75
		\$981.00

**DR Teacher Workshops (4 workshops scheduled for 2018-2019)**

Binders	\$2.50/binder x 80 = \$200.00	\$200.00
Print Cost	\$13.08 per binder x 80 binders = \$1,046.40	\$1,046.40
Dinner/Refreshments	\$150 per workshop for pizza, salad, drinks x 4 workshops - \$600.00	\$600.00
Clock Hours	\$1.00 per attendee x 80 = \$80.00	\$80.00
Ice Cream Rewards	\$10.00/class, 2 classes per month x 6 mo = \$120.00	\$120.00
		\$2,046.40

**Special Events**

Home & Garden Show	\$800 registration fee, \$75 candy	\$875.00
Benton Franklin Fair & Rodeo	\$740.00 registration fee, \$100.00 candy/ice/water, \$100.00 passes	\$940.00
		\$1,815.00

**Classroom Supplies**

Jr. DR lesson supplies (magnets)	\$0.20 per magnet 3,500 = \$700	\$700.00
Print for JR DR lessons	\$10.00/mo x 9 mo. = \$90.00	\$90.00
Stormwater bookmarks	\$72.45 (5000) + 16.99 shipping + tax = \$97.13	\$100.00
Shower Timers	10,000 timers = \$7,500, 10,000 printed cards = \$350.00	\$7,850.00
DR Lesson Supplies	\$250 total (paper, pens, glue sticks, paper towels, Kool-Aid, cocoa powder, beads, pipe cleaners)	\$250.00
		\$8,990.00
<b>TOTAL</b>		<b>\$39,453.10</b>

RESOLUTION NO. 122-18

A RESOLUTION of the City of Richland authorizing an Interlocal Agreement between the Franklin Conservation District and the cities of Kennewick, Pasco and West Richland for public education services related to water conservation and stormwater management.

WHEREAS, the cities of Richland, Kennewick, Pasco and West Richland (hereafter "Cities") are partners in Water Right Permit No. S4-309676, commonly known as the Quad-Cities Water Right Permit; and

WHEREAS, the Cities are independently regulated by the Eastern Washington Phase II National Pollution Discharge Elimination System permit; and

WHEREAS, the water right and stormwater permits each require public outreach and education; and

WHEREAS, the Franklin Conservation District (hereafter "District") provides outreach to schools and the general public on the topics of water conservation and stormwater pollution; and

WHEREAS, since 2010, the Cities have contracted with the District to deliver public outreach and education to assist in compliance with the requirements of the water right and stormwater permit; and


WHEREAS, the Cities and the District wish to renew their relationship to deliver the required outreach programs; and

WHEREAS, the proposed agreement was developed to carry forward terms that have previously served the agencies well.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to execute an Interlocal Agreement to implement public outreach and education programs supporting the Quad-Cities Water Right Permit and the City's Stormwater Permit.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 4<sup>th</sup> day of September, 2018.

  
ROBERT J. THOMPSON  
Mayor

ATTEST:

  
MARCIA HOPKINS, City Clerk

APPROVED AS TO FORM:

  
HEATHER KINTZLEY, City Attorney