

**CITY COUNCIL MEETING  
TUESDAY, FEBRUARY 7, 2012  
7:00 p.m.  
PRELIMINARY AGENDA**

- 1. MEETING CALLED TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. PRESENTATIONS – Carl Adrian, TRIDEC**
- 6. CONSENT AGENDA**
  - a. Approve Payment of Bills
  - b. Approve Minutes of Council Meeting of January 17, 2012 and Workshop of January 31, 2012
  - c. Confirm Mayor's Appointment to the Park Board
  - d. ORD – Amending WRMC 5.04.040(B) – Applicability – Fees
  - e. Approve and Authorize the Mayor to Execute a Lease Agreement
- 7. ORDINANCES, RESOLUTIONS, MOTIONS AND PUBLIC HEARINGS**
- 8. UNFINISHED BUSINESS**
- 9. NEW BUSINESS**
- 10. CITIZENS PUBLIC COMMENT**
- 11. STAFF AND COUNCIL ANNOUNCEMENTS, REPORTS AND COMMENTS**
  - a. Staff Reports
  - b. Council Reports
- 12. EXECUTIVE SESSION**
- 13. ADJOURNMENT**

6.a.

We, the undersigned City Council of West Richland, Benton County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that FSA Checks #5295 through #5296; Accounts Payable Checks #48577 through #48701 and Electronic Wire Payments #001.01.2012 through #002.01.2012 in the amount of \$2,269,235.88; and Payroll Checks #15492 through #15496 and Direct Deposit in the amount of \$85,555.44 are approved for payment in the amount of \$2,354,791.32 this 7<sup>th</sup> day of February, 2012.

\_\_\_\_\_  
COUNCILMEMBER

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COUNCILMEMBER

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|     |                            |                |
|-----|----------------------------|----------------|
| 001 | General Fund               | 383,106.17     |
| 101 | Streets                    | 25,986.33      |
| 104 | Park Impact                | 109.06         |
| 105 | Criminal Justice           | 4,526.33       |
| 121 | Library Services           | 28,047.23      |
| 302 | REET II – Street Overlay   | 43.07          |
| 320 | Capital Imp – CERB/Shelby  | 1,606,476.66   |
| 355 | Transportation Imp Program | 4.27           |
| 401 | Water/Sewer                | 203,724.35     |
| 402 | Irrigation                 | 2,690.98       |
| 404 | Stormwater                 | 20,531.97      |
| 405 | Solid Waste                | 66,857.13      |
| 441 | Water System Development   | 745.79         |
| 621 | Treasurer's Trust          | 11,941.98      |
|     | Total                      | \$2,354,791.32 |

**CITY OF WEST RICHLAND  
CITY COUNCIL MEETING  
TUESDAY, January 17, 2012**

1. **Call to Order** – Mayor Noski called the meeting to order at 7:00 p.m.
2. **Roll Call** – Mayor Noski was present. Council Members Tony Benegas, Richard Bloom, Gail Brown, Brent Gerry, Ron Hayden and Robert Perkes were also present. Staff members present were Community Development Director Bob Leedy, Police Chief Brian McElroy, Finance Director Jessica Platt, Public Works Director Roscoe Slade, Economic Development Director Ruth Swain, City Attorney Bronson Brown and City Clerk Julie Richardson.

*Upon motion by Councilmember Gerry, seconded by Councilmember Brown, Council unanimously excused Mayor Pro Tem Buel from the meeting.*

3. **Pledge of Allegiance** – Councilmember Benegas led the Council, staff, and audience in the recitation of the Pledge of Allegiance.
4. **Approval of Agenda** – Mayor Noski announced that consent agenda items 6c and 6d will be moved to items 7d and 7e under Ordinances, Resolutions, Motions and Public Hearings.

*Upon motion by Councilmember Benegas, seconded by Councilmember Brown, Council unanimously approved the agenda as revised.*

5. **Presentations** – Mayor Noski recognized Ken Dobbin for his 17 years of service on the City Council, and presented him with a commemorative engraved clock.
6. **Consent Agenda** - *Upon motion by Councilmember Benegas, seconded by Councilmember Gerry, Council unanimously approved the consent agenda as revised in item 4.*

- a. **Approve Payment of Bills** - FSA Checks #5293 through #5294; Accounts Payable Checks #48509 through #48576 and Electronic Wire Payments #006.12.2011 through #007.12.2011 in the amount of \$131,050.06; and Payroll Checks #15482 through #15491 and Direct Deposit in the amount of \$92,646.46

- b. **Approve Minutes of Council Meeting of January 3, 2012 and Workshop of January 10, 2012**

- c. This item was moved to item 7d.

- d. This item was moved to item 7e.

- e. **Confirm Mayor's Appointment to the Planning Commission**

- f. **Approve and Authorize the Mayor to Execute an Interlocal Agreement with Benton County for 2012 Aerial Photography Project**

- g. **Approve and Authorize the Mayor to Execute a Contract with J. Robertson and**

**Company for Van Giesen Redevelopment Consulting Services**

7. **Ordinances, Resolutions, Motions, and Public Hearings – a. Motion to Approve Eagle Scout Project to Install a Sign at Park at the Lakes Entry – Community Development Director Leedy** presented a recommendation from Staff and the Park Board to approve the Eagle Scout project of Michael Van Gorkum to construct and install a new entry sign at Park at the Lakes.

**Eagle Scout Michael Van Gorkum** presented information on his project, including sign design, location, materials used, and those who donated materials for the sign.

*Councilmember Brown moved to approve the Michael Van Gorkum Eagle Scout project to build and install a sign at Park at the Lakes entry as recommended by the Park Board at the November 28, 2011 meeting of the board. Councilmember Benegas seconded the motion and it carried unanimously.*

Yes: Council Members Benegas, Bloom, Brown, Gerry, Hayden, Perkes  
No: None  
Absent: Mayor Pro Tem Buel

- b. Public Hearing - RES - Amending 2012-2017 Six-Year Transportation Improvement Program – Public Works Director Slade** presented a recommendation to approve a resolution amending the 2012-2017 Six Year Transportation Improvement Program. He noted that on an annual basis, the Public Works Department Staff updates the City's Six-Year Transportation Improvement Program (TIP). The program outlines the funded and planned capital roadway improvement projects throughout the City. The Keene Road Overlay Project is currently shown on the City's adopted 2012 – 2017 Six-Year Transportation Improvement Program (Priority #2). The proposed amendment would amend the total project cost (from \$625,000 to \$900,000) and the amount of Federal STP-U funds (\$450,000 to \$778,000) for this project. In December 2011, the City was successful in obtaining an additional \$328,000 in Federal STP-U grant funds for this project. The TIP needs to be amended before the City can obligate the newly awarded federal grant. The total cost of the project was also amended following an updated engineers estimate by City staff.

Mayor Noski opened the public hearing at 7:10 pm. There being no public testimony, Mayor Noski closed the hearing at 7:10 pm

- c. RES - Amending 2012-2017 Six-Year Transportation Improvement Program – Public Works Director Slade** presented a recommendation to approve resolution 2-12 as delineated in item 7b.

**RESOLUTION 2-12 - A RESOLUTION OF THE CITY OF WEST RICHLAND, WASHINGTON, AMENDING THE 2012-2017 SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN**

*Councilmember Brown moved to approve resolution 2-12, amending the City's 2012-2017 Six-Year Transportation Improvement Program. Councilmember Gerry seconded the motion and it carried unanimously.*

Yes: Council Members Benegas, Bloom, Brown, Gerry, Hayden, Perkes  
No: None  
Absent: Mayor Pro Tem Buel

- d. Motion to Approve Engineering Services Contract for Keene Road Overlay Project** (previously item 6c) – **Public Works Director Slade** presented a recommendation to authorize the Mayor to sign the engineering services agreement with JUB Engineers for professional engineering services in an amount not to exceed \$141,350. He noted that Public Works staff has obtained \$778,000 in Federal STP-U Grants to complete the \$900,000 overlay of Keene Road from Bombing Range Road to SR 224. The environmental permitting, NEPA process, has been previously completed by Public Works staff. This type of project is typically designed in-house, but with the recent resignation of the City Engineer, Public Works will need to consult out the design of this project and possibility the construction inspection and project management to meet the aforementioned deadline.

**Public Works Director Slade** talked about options for items 7d and 7e. The resignation of the city engineer leaves the Department shorthanded and so the City will not be able to meet the deadlines mentioned in the staff reports for the projects. Therefore, the two agreements with JUB Engineers are being proposed to complete design and construction oversight while the city searches for a new engineer.

Mr. Slade provided two options. One is to go forward with the projects using the agreements with a consultant. It is possible that an engineer could be hired and some of the construction administration could be done in-house so the construction administration costs of the improvements could be less than anticipated. The second option is to delay the project for a year until a new engineer is hired.

**Councilmember Gerry** worries about delaying for a year when asphalt prices may be higher. He feels it would be a gamble to delay for a year, and it is in best interest to proceed with the projects.

**Councilmember Benegas** commented that there is some Regional Transportation Planning Organization (RTPO) money for road projects that has been “banked” and there is concern that if it is not used, it could be taken back. So, there is a possibility that the City may have an opportunity to obtain some of those funds.

*Councilmember Bloom moved to authorize the Mayor to execute an agreement with JUB Engineering, Inc., for professional engineering services for the Keene Road Overlay Project, in a not to exceed amount of \$141,350. Councilmember Hayden seconded the motion and it carried unanimously*

Yes: Council Members Benegas, Bloom, Brown, Gerry, Hayden, Perkes  
No: None  
Absent: Mayor Pro Tem Buel

- e. Motion to Approve Engineering Services Contract for Keene Road Improvement**

**Project** (previously item 6d) – **Public Works Director Slade** presented a recommendation to authorize the Mayor to sign an engineering services agreement with JUB Engineers for professional engineering services in an amount not to exceed \$81,565. He noted that Public Works staff has obtained \$778,000 in Federal STP-U Grants to complete the \$900,000 overlay of Keene Road from Bombing Range Road to SR 224. The overlay of Keene Road is scheduled to occur between mid June and August 1st. The Public Works Department has a policy not to allow the cutting of newly constructed or overlaid roadways for a period of 7 years. As such, any water, sewer, franchise utility improvements within the paving limits need to be designed and construction completed prior to the Keene Road Overlay Project starting in June. Prior to the overlay of Keene Road (Bombing Range Road to SR 224), the City needs to complete some water, sewer and road work. This type of project is typically designed in-house, but with the recent resignation of the City Engineer, Public Works will need to consult out the design of this project and possibility the construction inspection and project management to meet the aforementioned deadline.

*Councilmember Bloom moved to authorize the Mayor to execute an agreement with JUB Engineering, Inc. for professional engineering services, for the Keene Road Improvement Project in a not to exceed amount of \$81,565. Ron Hayden seconded the motion and it carried unanimously.*

Yes: Council Members Benegas, Bloom, Brown, Gerry, Hayden, Perkes  
No: None  
Absent: Mayor Pro Tem Buel

8. **Unfinished Business** – There was no unfinished business.
9. **New Business** – There was no new business.
10. **Citizens Public Comment** – Mayor Noski opened the meeting to citizen public comment on items not on the agenda. There were none.

#### **Announcements, Reports & Comments - a. Staff Reports**

**Finance Director Platt** provided an update on the State Master Business Licensing Services. The State will provide employee training at the City in the next two weeks. The projected date to go live with the program is February 13<sup>th</sup>.

**Public Works Director Slade** – Liquid deicer has been applied to the roads in preparation for the predicted snow storm this evening, and maintenance staff is on standby to respond.

**Chief McElroy** advised citizens to look ahead, and increase their following distance while driving in the snow.

#### **b. Council Reports**

**Councilmember Gerry** reported on the Port of Kennewick meeting where it was announced that Commissioner Hansen will be resigning before he serves out his term. He will remain until a replacement is selected.

**Councilmember Brown** announced that she will be participating in the January 26<sup>th</sup> annual Point in Time Count for the homeless. Volunteers will be in West Richland to count on that day.

**Councilmember Benegas** thanked everyone for attending the Park Plan Update Community meeting. He also reported on the Regional Transportation Planning Organization (RTPO) meeting. The Washington State Department of Transportation's survey is complete and they were happy to receive 300 responses from our area. They learned that people do not support more taxes, except electric vehicle tax. Regional road projects are still pending, as the national budget is affecting regional projects.

**Councilmember Bloom** commented that Walla Walla is adding a 2/10 of a percent sales tax increase just to rebuild their streets. A lesson from this is that protecting our streets is very important and sometimes we cannot put off those expenses. He also announced that Ben Franklin Transit acquired 12 buses for only \$1.00 per bus.

**Councilmember Hayden** thanked Economic Development Director Swain and Finance Director Platt for meeting with him and bringing him up to date on projects. He also thanked Chief McElroy for meeting with him and giving him a tour of the Police Department.

**Mayor Noski** reported that the Parks & Recreation Plan community meeting was great, and she is excited about the draft plan. There will still be opportunities for community input as it goes through Planning Commission, Park Board and City Council.

- 12 Executive Session** – Mayor Noski announced a 30 minute executive session to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price, per RCW 42.30.110(c). There is possible action to follow.

Council adjourned to executive session at 7:38 p.m.

The executive session was extended 15 minutes at 8:08 p.m.

The meeting reconvened at 8:20 p.m.

There was no action following the executive session.

- 13. Adjournment** – The meeting was adjourned at 8:20 p.m.

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Donna Noski, Mayor

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Julie Richardson, City Clerk

**CITY OF WEST RICHLAND  
CITY COUNCIL Workshop  
TUESDAY, January 31, 2012**

1. **Call to Order** – Mayor Noski called the meeting to order at 6:00 p.m.
2. **Roll Call** – Mayor Noski and Mayor Pro Tem Rich Buel were present. Council Members Tony Benegas, Richard Bloom, Gail Brown, Brent Gerry, and Ron Hayden were also present. Staff members present were Community Development Director Bob Leedy, Police Chief Brian McElroy, Finance Director Jessica Platt, Public Works Director Roscoe Slade, Economic Development Director Ruth Swain, and City Clerk Julie Richardson.

*Upon motion by Councilmember Gerry, seconded by Councilmember Benegas, Council unanimously excused Councilmember Robert Perkes from the meeting.*

3. **Yakima Gateway/Van Giesen Redevelopment** – Economic Development Director Ruth Swain gave a presentation on the successes of the economic development program, and infrastructure and improvements that have been done on Van Giesen Street. She also talked about Healdsburg, California, a nice town that she and Mayor Noski visited recently. It is similar in population to West Richland, and years ago, they went through the same redevelopment process that West Richland is starting now. It has been very successful for them.

**Consultant Jason Robertson** discussed what the next steps should be. He feels a great place to start would be the Yakima gateway because improving that area of Van Giesen Street as you come into the city along the river appeals to a lot of people. Citizens have said they want to make the entrance into town look better. He suggested improving the pie-shaped area that stretches from the Yakima River Bridge to 39th Avenue, north to the golf course, and along the Yakima River. He also suggested using the area as a test to develop design guidelines for the rest of the Van Giesen corridor.

There will be a stakeholder's meeting tomorrow evening in Council Chambers. Property owners were invited to attend to provide their input. The goal is to inform property owners of the plans and find out where they want to participate and how.

Mr. Robertson asked Council what their major concerns are and received the following comments:

- Only half of the bridge is West Richland. Can the City Partner with Richland? *Mayor Noski will ask Richland about contributing money for bridge improvement.*
- Wants to make sure that facade requirements will be reasonable and not a burden on property owners.
- What will the City do when there isn't cooperation from a business or businesses? *During the master planning process, Mr. Robertson will come to Council with answers to that question.*

- Wants to make sure there is support from the Chamber. *Chamber's full board has made a commitment to support the City with sweat equity. They don't have a lot of financial resources, but have a lot of members. The Chamber told Mr. Robertson they want to be involved. They just need direction.*

Mayor Noski commented that the City doesn't have a contract with the Chamber for deliverables. The City provides \$5,000 annually to the Chamber, plus considerably more in services for their events. She would like to have a contract for deliverables for the \$5,000.

Mr. Robertson talked about money the City currently has for Yakima Gateway improvement. He said there may be matching grant money available in the fall and if the City waits until then and uses the current funds for match, there could be a lot more money for the project.

Economic Development Director Swain added that she would like more time to work concurrently on design standards and on obtaining grants, using the funds the City currently has for bridge lighting and signage for matching funds.

Council discussion ensued regarding starting the bridge lighting and sign project now, or waiting until matching grant money is available. Consensus was to wait for matching grant money. In the meantime, the City can get citizens involved and start on painting projects.

Public Works Director Slade added that the City will keep the project going by working with Department of Transportation, City of Richland, and Benton Rural Electric.

Community Development Director Leedy stated that following the Van Giesen stakeholders meeting on February 1<sup>st</sup>, there will be significant movement with code enforcement activities. The meeting will provide the opportunity to give information and received feedback and buy-in from the stakeholders.

4. **Executive Session** – Economic Development Director Swain announced an executive session per RCW 42.30.110(c) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. The time of the executive session will be 10 minutes with no action to follow.

Council adjourned to executive session at 7:15 p.m.

The meeting reconvened at 7:25.

6. **Adjournment** – The meeting was adjourned at 7:25.

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Donna Noski, Mayor

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Julie Richardson, City Clerk

**WEST RICHLAND AGENDA ACTION ITEMS**

|                      |   |                              |   |                       |   |
|----------------------|---|------------------------------|---|-----------------------|---|
| <b>AGENDA ITEM:</b>  | 6c  | <b>TYPE OF ACTION NEEDED</b> |   |                       |   |
| <b>MEETING DATE:</b> | February 7, 2012                              | <i>Execute</i>               |   | <i>Consent Agenda</i> | X |
| <b>SUBJECT:</b>      | Confirm Mayor's Appointment to the Park Board | <i>Pass Resolution</i>       |   | <i>Public Hearing</i> |   |
|                      |   | <i>Pass Ordinance</i>        |   | <i>1st Discussion</i> |   |
| <b>Prepared by:</b>  | J. Richardson for Donna Noski                 | <i>Pass Motion</i>           | X | <i>2nd Discussion</i> |   |
| <b>Reviewed by:</b>  | jr  | <i>Other</i>                 |   | <i>Other</i>          |   |

**BACKGROUND INFORMATION:**

There are currently two vacancies on the Park Board. The City received an application from a citizen who is interested in serving on the Board. Following review of the application and an interview, Park Board Chair Dave DeRosa, Staff Liaison Bob Leedy and Mayor Noski recommend the appointment of Michele Schutte.

**SUMMARY:**

Confirm appointment of Michele Schutte to the West Richland Park Board.

**ALTERNATIVES:**

Deny the appointments.

**FISCAL IMPACT (Indicate amount, fund, and impact on budget):**

None

**MOTION:**

I move to confirm the Mayor's appointment of Michele Schutte to the West Richland Park Board.

Michelle Schutte

June 9, 2011

Boards and Commissions  
City of West Richard  
3801 W. Van Giesen  
West Richland, WA 99353

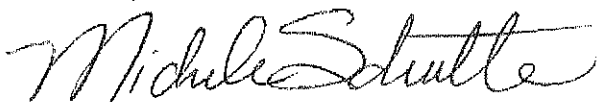
To Whom It May Concern:

Attached is my application for a position on the Park Board. Please consider me for this position.

I desire to serve in order to promote parks in West Richland. I want citizens to see that our city cares about families and healthy life styles through the development of parks. As a teacher and a young mother, I will bring my knowledge of child development to the Park Board.

Thank you for considering me for this position.

Sincerely,




Michele Schutte

Attachments

1. Application
2. Resume

RECEIVED  
CITY CLERK

6-9-11 

## **Michele B. Schutte**

### Objective

To serve on the Park Board of West Richland

### Employment

#### **Homemaker**

May 2008 – Present

#### **Lewis and Clark Elementary, 1<sup>st</sup> Grade**

Richland, WA August 2004 – May 2008

### Education and Certification

#### **Masters of Education**

Washington State University, Richland Campus, WA

May 2007

#### **Bachelor of Science Elementary Education**

Southern Nazarene University, Bethany, OK

December 2003 Magna Cum Laude

Professional Certification, Washington

### Honors

#### **Kappa Delta Pi Honor Society Member**

#### **President Scholarship**

Eight Consecutive Semesters

### Research

#### **Pre-Service Teacher Fellowship**

U.S. Department of Energy at Pacific Northwest National Laboratory

Richland, WA, Summer 2003

### Volunteer Experience

#### **Tri-City Union Gospel Mission**

Pasco, WA, May 2011 – Present

#### **Small Group Leader**

Bethel Church, Richland, WA, August 2006 – Present

### Reference

Available upon request



# BOARDS AND COMMISSIONS APPLICATION

CITY OF WEST RICHLAND

3801 W. Van Giesen, West Richland, WA 99353

Phone: (509) 967-5902 Fax: (509) 967-2419

Application for Council and all Boards and Commissions must reside in the City of West Richland. Applications for City Council and Commissions must be registered voters and must have lived in the City of West Richland for at least one (1) year. Civil Service applicants must be a resident for three (3) years.

Please complete all information requested and submit application with a cover letter and resume'. Attach additional pages if necessary.

**Position applying for:**

Park Board

|   |                              |                              |                     |  |
|---|------------------------------|------------------------------|---------------------|--|
| <b>Name of Applicant</b><br>Michele Schutte | <b>Home Phone</b>            | <b>Business Phone</b><br>n/a | <b>Email</b>        |  |
| <b>Address</b>                              | <b>City</b><br>West Richland | <b>State</b><br>WA           | <b>Zip</b><br>99353 |  |

**Occupational Status and Background**

1<sup>st</sup> Grade Teacher Richland School District 2004-2008  
Currently Homemaker

**Organizational Affiliations**

Member Bethel Church, Richland  
Weekly volunteer at Tri-City Union Gospel Mission, Pasco

**Related Experience**

As a teacher, I am knowledgeable of the developmental and gross motor skills of children. I will be able to bring this experience to the board. As a young mother of two children I will bring a fresh perspective of the needs and desire of young families.

**Reason for Seeking Appointment**

I desire to serve on the Park Board because I want to encourage the development of park for families. Parks promote a healthy lifestyle along with building family and community unity.

As an applicant for the above position for the City of West Richland, I hereby waive my right to privacy with respect to the information contained in my application and any supporting documents attached thereto. The City, its officials, or employees are authorized to make my application and supporting documents available for public inspection, including inspection by members of the press and media.

|  |                                    |
|--|------------------------------------|
| <b>Signature</b><br><i>Michele Schutte</i> | <b>Date</b><br><i>June 9, 2011</i> |
|--|------------------------------------|

## WEST RICHLAND AGENDA ACTION ITEMS

| <i>AGENDA ITEMS:</i> | <i>6d</i>                       | <i>TYPE OF ACTION NEEDED</i> |   |                       |  |
|----------------------|---------------------------------|------------------------------|---|-----------------------|--|
| <i>MEETING DATE:</i> | February 7, 2012                | <i>Execute Contract</i>      |   | <i>Consent Agenda</i> |  |
| <i>SUBJECT:</i>      | Master Business License Program | <i>Pass Resolution</i>       |   | <i>Public Hearing</i> |  |
|                      |                                 | <i>Pass Ordinance</i>        | X | <i>1st Discussion</i> |  |
| <i>Prepared by:</i>  | Jessica Platt                   | <i>Pass Motion</i>           |   | <i>2nd Discussion</i> |  |
| <i>Reviewed by:</i>  | Julie Richardson                | <i>Other</i>                 |   | <i>Other</i>          |  |

**BACKGROUND INFORMATION:** In December 2011, the West Richland City Council approved an interlocal agreement with the Washington State Business License Service (BLS). Partnership with BLS provides local businesses with "one-stop shopping" when maintaining or renewing state and city licenses.

Over the past month, City staff has been working with BLS to implement the program, including modifying and aligning current business license processes and procedures with the BLS system. A policy that needs to be modified to coincide with the BLS application is to address the multiple categories for home occupation businesses based on customer traffic. Currently, the City charges \$45 for home based businesses with ongoing customer traffic and \$35 for home based businesses with less than one visit per week. On the BLS application form there are no categories available to distinguish customer traffic for home occupation businesses.

**RECOMMENDATION:** The majority of home based businesses in West Richland are small scale. The recommendation is to adjust the renewal fee for all home occupation businesses to \$35.

**ALTERNATIVES:** Adjust the renewal fee for home occupation businesses to some other uniform rate.

**FISCAL IMPACT (Indicate amount, fund and impact on budget):** There is no estimated fiscal impact on the budget.

**CITY OF WEST RICHLAND  
ORDINANCE NO. \_\_-12**

**AN ORDINANCE OF THE CITY OF WEST RICHLAND, WASHINGTON,  
AMENDING CHAPTER 5.04, "BUSINESS LICENSE FEE," OF THE WEST  
RICHLAND MUNICIPAL CODE**

**WHEREAS**, the West Richland Council approved an interlocal agreement with Washington State for business licensing services;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST RICHLAND, WASHINGTON**, do ordain as follows:

**Section 1.** Chapter WRMC 5.04.040(B) – Applicability – Fees, is hereby amended as follows:

B. There is levied upon and shall be collected from every person in the city engaged in any business or occupation set forth below an initial license fee of \$40.00 and thereafter a license fee renewal of \$35.00 for home occupation businesses in West Richland and businesses located outside of the City of West Richland or \$45.00 for commercial businesses located in West Richland for the privilege of engaging in such business in the city:

1. Every person engaged in the occupation of doctor, attorney, accountant, dentist, optometrist, veterinary, or other profession;
2. Every person engaged in real estate, photography, insurance, private school, mortician, travel agency, financial institution, architect, securities, or other similar businesses or occupations;
3. Every person engaged in operating a restaurant, grocery store, tavern or similar business, or a retail store;
4. Every person renting or subletting any type of property, unimproved or improved, including apartments and sleeping room, rooms in hotels, motels, and cabin courts, or places where rooms are kept for rent for the accommodation of the traveling public, whether rented by the day, week, or month, and including lots for the placement of trailers, mobile homes, etc.; provided, that in all such cases the person shall have at least four units of property; each separate tenant on a tract of land shall constitute a separate unit for purposes of this chapter;
5. Each person operating a public massage parlor, art studio, public bathhouse or similar business;
6. Every person engaged in the business of dray and transfer or the moving of goods and commodities for hire;
7. Every person engaged in operating a theater or drive-in theater in which motion pictures are shown for profit;

8. Every person operating a service station, garage, or similar business; and
9. Every person engaged in manufacturing, production, construction, or research, or in other business or occupations not enumerated above.
10. Persons applying for or renewing a City of West Richland business license must submit such application to the Business Licensing Service and also remit the respective Business Licensing Service handling fees authorized by RCW 19.02.075 and RCW 19.02.085 as part of the total fees due.

**Section 2.** This ordinance shall become effective five (5) days after its passage and publication as required by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF WEST RICHLAND,  
WASHINGTON, this 7<sup>th</sup> day of February, 2012.**

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Donna Noski, Mayor

ATTEST:

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Julie Richardson, City Clerk

APPROVED AS TO FORM:

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Bronson Brown, City Attorney

The staff report for agenda item 6e will be placed in boxes and email to you on Friday, February 3<sup>rd</sup>.

Have a great weekend!