

CHARTER
of the
CITY OF RICHLAND
Washington

Prepared and proposed by the
Richland Freeholder's Charter Committee
Elected July 15, 1958 pursuant to
Chapter 153 of the Laws of Washington, 1951

Approved by the
Richland Freeholder's Charter Committee
September 17, 1958

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Board of County Commissioners
Benton County, Washington
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(Amended General Election Nov. 1975, Sec. 3.08(1) and Sec. 3.09(1))
(Amended General Election Nov. 1991, Sec. 2.03, Sec. 2.06 & Sec. 5.08)

Richland Incorporated as a City of the First Class
December 10, 1958

CHARTER

CHARTER OF THE CITY OF RICHLAND, WASHINGTON

PREAMBLE

We, the people of the City of Richland, a City of the first class of the state of Washington, pursuant to the authority granted by the Constitution and laws of the State of Washington, and in order to avail ourselves of all powers granted such cities and to obtain the benefits of local self-government, do hereby adopt this Charter.

Article 1

INCORPORATION, FORM, AND GENERAL POWERS

Sections:

- 1.01 Incorporation**
- 1.02 Short title**
- 1.03 Form of Government**
- 1.04 Powers of the City**

1.01 Incorporation

The City of Richland within the corporate limits as initially or thereafter established, shall be a city of the first class under the name of "Richland."

1.02 Short Title

This Charter, adopted by the people of the City of Richland, shall be known and may be cited as the "Richland City Charter."

1.03 Form of Government

The government provided by this Charter shall be the Council-Manager form.

1.04 Powers of the City

The City shall have all the powers granted to cities of the first class by the Constitution and general laws of the state and all powers implied thereby and shall exercise all municipal functions and have all municipal rights, privileges, and immunities except as prohibited or limited by this Charter. The enumeration of particular powers by this Charter shall not be deemed to be exclusive.

Article II

THE COUNCIL

Sections:

- 2.01 Number-Terms**
- 2.02 Qualifications**
- 2.03 Removal from or Forfeiture of Office-Vacancies**
- 2.04 Filling Vacancies in Council**
- 2.05 Compensation**
- 2.06 Mayor and Mayor Pro Tempore**
- 2.07 Powers and Duties**
- 2.08 Council Meetings-Quorum**
- 2.09 Procedures**

2.01 Number-Terms

The registered electors of the City shall elect a Council of seven members, at large, in the following manner: At the election approving this Charter, the three candidates receiving the highest number of votes shall serve until the second regular general election thereafter, and the four candidates receiving the next highest number of votes shall serve until the first regular general election following the election approving this Charter. Commencing at the first regular general election following the election approving this Charter and at all subsequent regular general elections, four councilmen shall be elected; each of the three candidates receiving the highest number of votes shall serve for a four-year term, and the one receiving the fourth highest number of votes shall serve for a two-year term. All incumbent councilmen shall continue to serve until the expiration of their terms of office. In the event of a tie vote, the election shall be decided by lot.

2.02 Qualifications

Councilmen shall be registered electors; shall have been residents of the city for a continuous period of at least two years next prior to their election or appointment; shall hold no other public office except in the National Guard, organized reserves, or as a notary public; and shall not be employed by the city. Before entering upon his duties, and within ten days after the issuance of the certificate of his election, or his appointment by the Council, each councilman shall qualify by taking, subscribing, and filing with the city clerk an oath or affirmation as prescribed by this Charter.

2.03 Removal from or Forfeiture of Office-Vacancies

Any councilman may be removed from office by recall as provided by law. A councilman shall be deemed to have forfeited his office, thereby creating a vacancy, upon any of the following grounds: failure to qualify or enter upon his duties within the time limited by law; ceasing to be a resident of the city; conviction of an infamous crime, or any offense involving a violation of this Charter or his official oaths; failure or refusal to take his oath of office; ceasing to have the qualifications prescribed in this Charter, general laws, or city ordinances; or a failure to attend three consecutive regular meetings of the Council without being excused by the Council. In addition to the foregoing, the office of a councilman shall become vacant upon his death, removal from office, or resignation. If a superior court determines that a member of Council is unable or incapable of reasonably fulfilling his/her duties because of illness or any other reason, excused or unexcused, for at least six continuous months thereafter, or is unlikely to so perform, the position filled by such councilmember shall be considered vacant. (Approved General Election 1991).

2.04 Filling Vacancies in Council

A vacancy in the Council shall be filled at the next regular general election following the occurrence of the vacancy, except that the Council by a majority vote of all of the remaining members shall, within sixty days, appoint a person to serve in the vacancy until the person elected to serve the remainder of the unexpired term takes office. If a vacancy shall remain unfilled for sixty days, then the mayor shall make the appointment. Notwithstanding the requirement in Section 2.08 that a quorum of the Council shall consist of four members, if at any time the membership of the Council is reduced to less than four, the remaining members may make appointments to raise the membership of the Council to four. The names of candidates to fill a vacancy in the Council shall occupy a separate position on the election ballot. Any

CHARTER

person elected to serve the remainder of an unexpired term shall take office at the next meeting, regular or special, of the Council following the certification of his election.

2.05 Compensation

The compensation of the councilmen shall be determined by ordinance, except that the compensation for the terms of those councilmen elected at the time this Charter is adopted shall be five hundred dollars a year, payable monthly in equal amounts, until such time as the Council shall otherwise determine by ordinance. Councilmen may, upon order of the Council, be reimbursed for reasonable and necessary expenses actually incurred in the service of the city.

2.06 Mayor and Mayor Pro Tempore

Biennially, in the meeting at which the newly elected councilmen take office, the Council shall choose from among its members a chairman who shall have the title of mayor, and shall also choose from among its members an assistant chairman who shall have the title of mayor pro tempore. The mayor pro tempore shall act as mayor during the absence or disability of the mayor and shall succeed to the office of mayor in case of a vacancy. The mayor and the mayor pro tempore shall serve until the next regularly elected councilmen take office unless removed as provided in this section. The mayor, or the mayor pro tempore when serving as mayor, shall preside at meetings of the Council and shall be recognized as head of the city government for all ceremonial purposes and by the governor for purposes of military law. He shall have the rights, privileges, and immunities of a member of the Council, but shall have no regular administrative duties as mayor. In addition to his compensation as a councilman, the mayor shall receive such additional compensation as may be determined by ordinance, except that the additional compensation for the mayor during the first term after this Charter is adopted shall be five hundred dollars a year, payable monthly in equal amounts, until such time as the Council shall otherwise determine by ordinance.

The Council may remove the mayor or the mayor pro tempore from office in accordance with the following procedure:

- A. The Council must adopt by an affirmative vote of at least five of its members a resolution stating the reason or reasons for the proposed removal, which resolution shall be served on or mailed to the officer proposed to be removed.
- B. Within fifteen days after such service or mailing, whichever is the earlier, the officer proposed to be removed may file with the city clerk written reply and request a public hearing. The hearing if requested, shall be conducted not earlier than fifteen days nor later than thirty days after the filing of the hearing request. If the mayor is the officer proposed to be removed, the mayor pro tempore shall preside at the hearing and during the Council deliberations and action on the question of removal. If the mayor pro tempore is the officer proposed to be removed and the mayor is unavailable to preside at the hearing or Council deliberations and action, the Council shall select another member to preside.
- C. Not less than thirty days after the date of adoption of the first resolution and after the public hearing, if requested, the Council, may by resolution remove the officer. (Approved General Election 1991).

2.07 Powers and Duties

The Council, in the name of the city, shall have the power:

- A. To enact ordinances and resolutions, and to adopt rules and regulations;
- B. To appoint and to remove the city manager (hereinafter referred to as "manager");
- C. To control the finances of the city, to adopt the annual budget and a capital expense budget, and to provide for an independent audit of any department, division, or office;
- D. To borrow money for corporate purposes on the credit of the city and to issue negotiable bonds, warrants, or other evidences of indebtedness therefore on the conditions and in the manner prescribed by general laws, and ordinances or resolutions not in conflict with general laws;
- E. To provide for the execution of contracts for the benefit of the city, subject to general laws and this Charter;
- F. To grant franchises by ordinances, and to alter, amend, repeal, modify, and regulate any such grant or any right or interest arising there from, on condition that the expense incident to the granting of any franchise shall be paid by the applicant.
- G. To acquire land or other property, within or without the boundaries of the city, by purchase, gift, devise, lease, condemnation, or otherwise, for any corporate purpose or use, or necessary in the

CHARTER

exercise of any corporate power under the general laws or this Charter, and to sell or otherwise convey, and to lease, hold, manage, and control any such property as the Council deems the interests of the city require;

- H. To provide by ordinance, subject to general laws, for the acquisition, by purchase or otherwise, the ownership, opening, operation, and disposition of any public utility or other municipal facility or installation which a city is permitted by general laws to acquire, operate, or dispose of, and to provide by ordinance for the acquisition and acceptance from the United States of America, pursuant to the Atomic Energy Community Act of 1955 (Public Law 221, 84th Congress. 69 Stat. 472), or any amendment thereto, and for the ownership and operation of any such public utility and municipal facility and installation, including, but not limited to, electric utility, waterworks and systems for the distribution of water, systems of sewerage, systems and plants for garbage and refuse collection and disposal, and any other public utility and municipal facility and installation which a city is permitted by general laws to acquire;
- I. To provide for regulations, not in conflict with general laws or this Charter, in the interest of the public health, safety, morals, and general welfare, and to provide for their administration and enforcement;
- J. To adopt and, from time to time, to amend a comprehensive plan for the physical and other generally advantageous development of the city, and to adopt zoning and other regulations designed to carry out the purposes of the comprehensive plan;
- K. After hearing the recommendations of the manager, to adopt an administrative code to govern the administration of the city, to create or eliminate departments, offices, and positions of employment, not created by this Charter, and to determine the powers and duties of any department and office;
- L. To inquire into the conduct of any department, office, agency, or officer of the city, and to make investigations relating to municipal affairs;
- M. To adopt, finance, and provide for disability, death, and retirement pension plans for city officers and employees, and to contract, finance, and provide for group insurance coverage for city officers and employees, subject to general laws;
- N. To provide rules and regulations for the conduct of city elections not in conflict with general laws;
- O. To provide penalties for the violation of any ordinance, subject to general laws;
- P. To provide for the performance of all duties and obligations imposed upon the city by general laws not otherwise provided for in this Charter;
- Q. To exercise all other powers permitted a city of the first class and to determine all matters of policy, whether or not they are enumerated in this Charter.

2.08 Council Meetings-Quorum

As soon as they enter upon their duties, the first councilmen elected to serve under the provisions of this Charter shall meet to organize for the purpose of carrying out their duties. After each regular general election, the Council shall meet and reorganize at the usual time and place on the day fixed by law for the newly elected councilmen to take office. After organization or reorganization, the Council shall meet regularly at such times and places as its rules may prescribe, but not less often than once each month. The city clerk shall call special meetings of the Council upon the written request of the mayor or of any two members. Any request shall state the subjects to be considered at such special meetings and no other subject shall there be acted upon, except by consent of all members of the Council present. All meetings of the Council, except executive sessions, shall be open to the public. No ordinance, resolution, rule, regulation, order, or directive shall be adopted except at a meeting open to the public. Four members of the Council shall constitute a quorum. A lesser number may adjourn from day to day or until the time of the next regular meeting and may compel the attendance of absent members in such manner and under such penalties as the Council may prescribe.

2.09 Procedures

The Council shall determine its own rules and order of business. It shall keep a journal and minutes of all regular and special meetings, except executive sessions, and such records shall be open to public inspection.

Article III

LEGISLATION

Sections:

- 3.01 Legislative Acts**
- 3.02 Enactment of Ordinances**
- 3.03 Emergency Ordinances**
- 3.04 Publication of Ordinances**
- 3.05 Effective Date**
- 3.06 Amendments**
- 3.07 Codification of Ordinances**
- 3.08 Initiative**
- 3.09 Referendum**
- 3.10 Referendum by Council**

3.01 Legislative Acts

Every legislative act of the Council shall be by ordinance. All ordinances shall be numbered consecutively. No ordinance shall contain more than one subject which shall be clearly expressed in its title. The enacting clause of all ordinances shall be: "Be it ordained by the City of Richland."

3.02 Enactment of Ordinances

No ordinance shall be finally passed unless it is approved by a majority of all members of the Council by a vote taken by roll call and entered in the journal. No ordinance, except an emergency ordinance or an ordinance for the payment of salaries or current expenses, shall be finally passed less than six days following its introduction and first reading, which may be by title only.

Every ordinance passed by the Council shall be signed by the mayor, or the mayor pro tempore acting as mayor, and filed with the city clerk, who shall record the same and keep a copy for public inspection.

3.03 Emergency Ordinances

The Council may adopt an emergency ordinance to meet a public emergency affecting life, health or property. Every emergency ordinance shall be plainly designated as such in both its title and body and shall contain a declaration stating that an emergency exists and a description of the claimed emergency.

3.04 Publication of Ordinances

Every ordinance, except an emergency ordinance, shall be published at least once in the official newspaper of the city within thirty days immediately following its enactment. Every emergency ordinance shall be published within ten days immediately following its enactment. An ordinance may be published by title or in full.

3.05 Effective Date

Every ordinance, except an emergency ordinance or an ordinance granting a franchise, shall become effective on the day following the date of its first publication or on any other day thereafter fixed by the Council. An emergency ordinance may become effective immediately upon enactment. Every ordinance granting a franchise shall become effective at the expiration of thirty days following its first publication, or on any other day thereafter fixed by the Council.

3.06 Amendments

No ordinance, or section thereof, shall be revised, reenacted, or amended by reference to its title; but the new ordinance shall set forth at length the ordinance, or section thereof, as revised, reenacted, or amended.

3.07 Codification of Ordinances

Within three years of the effective date of this Charter, and at least every five years thereafter, the Council shall arrange for a compilation and codification of the Charter and all ordinances of a general, public, or permanent nature, or imposing a fine, penalty, or forfeiture, and shall file the same with the city clerk.

CHARTER

3.08 Initiative

- A. The registered voters of the city may propose an ordinance or one or more amendments to any existing ordinance, and may by petition and subsequent election exercise any authority or power which the city Council exercises by its votes, except that no initiative process shall be allowed on any subject where such an action is contrary to the general laws of the state of Washington. (Approved-general election November, 1975).
- B. An initiated ordinance shall be submitted by filing with the city clerk a petition signed by a number of registered electors equal to at least twenty percent of the total vote cast at the last preceding regular general election. All sheets constituting such petition shall be uniform in character; shall contain the proposed ordinance in full; shall contain the names and residence addresses of five registered electors, who, as a committee of the petitioners, shall be regarded as responsible for the circulation and filing of the petition; and shall set forth the residence address of each person signing.
- C. Within fifteen days after receiving an initiative petition, the city clerk shall determine whether it has sufficient valid signatures. If insufficient, the petition shall fail. If sufficient, the petition shall be submitted forthwith to the Council.
- D. Within thirty days after receiving an initiative petition from the city clerk, the Council may enact such petitioned ordinance, but only without amendment, and it shall take effect immediately or at such other time as may be fixed therein. If the Council shall fail to enact such ordinance, it shall be submitted to popular vote at a special election to be held within ninety days of receipt by the Council, but if any other municipal election is to be held within one hundred twenty days after receipt by the Council, the proposed initiative shall be voted upon at such election.
- E. If a majority of the registered electors voting on an initiative ordinance shall vote in favor thereof, it shall take effect ten days after certification of the election results or at a later time fixed therein. If the provisions of two or more ordinances approved at the same election are inconsistent, the ordinance receiving the highest affirmative vote shall prevail and the other(s) shall be deemed rejected.
- F. An initiative ordinance, whether enacted by vote of the Council or by vote of the people, shall not be amended or repealed by the Council within one year after its enactment.

3.09 Referendum

- A. The registered voters of the city may propose the repeal of any ordinance or section or sections of any ordinance, except that no referendum shall be allowed on any subject where such a referendum procedure is contrary to the general laws of the state of Washington. The fact that the ordinance is in effect shall not bar the referendum procedure. (Approved-general election November, 1975).
- B. An ordinance shall be referred by filing with the city clerk no later than thirty days following the first publication of the ordinance, a petition signed by a number of registered electors equal to at least twenty-five percent of the total vote cast at the last preceding regular general election. All sheets constituting such petition shall be uniform in character; shall contain the proposed ordinance in full; shall contain the names and residence addresses of five registered electors, who as a committee of the petitioners, shall be regarded as responsible for the circulation and filing of the petition; and shall set forth the residence address of each person signing.
- C. Within fifteen days after receiving a referendum petition, the city clerk shall determine whether it has sufficient valid signatures. If insufficient, the petition shall fail. If sufficient, the petition shall be submitted forthwith to the Council and the operative effect of the ordinance, or sections thereof, to which the petition pertains shall be deemed suspended.
- D. Within thirty days after receiving the referendum petition from the city clerk, the Council shall repeal the ordinance, or sections thereof, or shall order it submitted to popular vote at a special election to be held within sixty days of receipt by the Council; but if any other municipal election is to be held within ninety days after receipt by the Council, the proposed referendum shall be voted upon at such election.
- E. If the majority of the registered electors voting on the referred ordinance shall vote for repeal of the ordinance, or sections thereof, it, or such sections thereof, shall be repealed upon certification of the election results. Otherwise the referendum shall fail and the ordinance, or sections thereof, shall be deemed restored to effect.
- F. An ordinance, or sections thereof, repealed by the Council because of a referendum petition, or repealed by a referendum vote of the people, may not be reenacted by the Council within one year of the effective date of such repeal. This subsection shall not apply to an ordinance, or sections thereof, referred to the voters by the Council.

CHARTER

3.10 Referendum by the Council

The Council by its own motion may submit any proposed ordinance, or any sections thereof, to the voters for their approval or rejection in the same manner as provided for its submission upon petition.

Article IV

ADMINISTRATION

Sections:

- 4.01 City Manager-Appointment**
- 4.02 City Manager-Removal**
- 4.03 City Manager-Temporary Replacement**
- 4.04 Powers and Duties**
- 4.05 Council Not to Interfere**
- 4.06 City Clerk**
- 4.07 City Attorney**

4.01 City Manager-Appointment

The Council shall appoint a chief administrative officer of the city who shall have the title of "city manager" and who shall serve at the pleasure of the Council. His appointment shall require the affirmative vote of four members of the Council. The manager shall be chosen solely on the basis of his demonstrated qualifications as an administrator with particular emphasis on his training and actual experience as a professional municipal administrator. The manager need not be a resident of the state when appointed, but during his tenure of office he shall reside within the city. No councilman shall be eligible for appointment as manager within two years following the expiration of his latest term as councilman.

4.02 City Manager-Removal

The Council may remove the manager from office in accordance with the following procedure:

- A. By first adopting by the affirmative vote of at least four of its members a preliminary resolution stating the reasons for his removal. This resolution may also suspend the manager from duty. In either case, the manager shall continue to receive his salary until the final resolution of removal is adopted.
- B. Within fifteen days the manager may file with the Council a reply in writing and request a public hearing. This hearing shall be held not earlier than fifteen days nor later than thirty days after filing his request.
- C. Not less than thirty days after the date of adoption of the preliminary resolution and after such public hearing, if any, the Council by the affirmative vote of at least four of its members may adopt a final resolution of removal, at which time the manager shall be paid any balance of his salary then due or accrued and an additional amount equal to two months' salary.

4.03 City Manager-Temporary Replacement

In the event of the absence, suspension, or disability of the manager, or if a vacancy should occur in the office, the Council may designate a qualified administrative officer of the city to perform the duties of the office until the manager shall return to duty or until the appointment of a successor.

4.04 Powers and Duties

The manager shall be the head of the administrative branch of the city government. He shall be responsible to the Council for the proper administration of all city affairs under his jurisdiction. Subject to the personnel provisions of this Charter, the manager shall:

- A. Give general direction to the programs and activities of all city departments and offices under his jurisdiction. He shall prepare an administrative manual which shall set forth the procedures for carrying out such programs and activities;
- B. Serve as personnel officer of the city and administer the city personnel system, unless the Council on his recommendation authorizes him to appoint a personnel officer to administer the system;
- C. Appoint, and when he deems the best interests of the city require, remove officers and employees of the city unless otherwise provided by this Charter or by general laws. The manager may authorize the head of a department or office to appoint and remove subordinates in such department or office;
- D. Prepare the annual budgets, including a five-year capital expense budget, and submit them to the Council. Upon adoption of any budget by the Council, the manager shall be responsible for its administration;
- E. Prepare and submit to the Council, at the close of each fiscal year, a complete report on the finances and administrative activities of the city for the preceding year;

CHARTER

- F. Keep the Council informed on the financial condition and present and future needs of the city, making such recommendations as he deems desirable;
- G. Perform such other duties as may be prescribed by this Charter or required of him by the Council, not inconsistent with this Charter.

4.05 Council Not to Interfere

Neither the Council nor any of its members shall direct or request the appointment of any person to, or his removal from, any office or position by the manager or by any of his subordinates, but the Council while in official session, open or executive, may express its views and fully and freely discuss with the manager anything pertaining to appointment and removal of city officers and employees. Except for the purpose of inquiry, the Council and its members shall deal with the administrative branch solely through the manager, and neither the Council nor any member thereof shall give orders to any subordinate of the manager, either publicly or privately.

4.06 City Clerk

The manager, subject to the approval of the Council, shall appoint or remove the city clerk who shall:

- A. Attend all meetings of the Council and keep a permanent journal of its proceedings;
- B. Record and certify all ordinances and resolutions;
- C. Serve as custodian of the city seal and official city records;
- D. Prescribe and furnish sample forms for petitions provided for by this Charter;
- E. Serve as registrar of voters for the city;
- F. Perform such other duties as may be prescribed by general laws, this Charter, the Council, or the manager.

The city clerk, with the approval of the manager, may designate one clerk in his office as his deputy, who shall have all the powers and perform all the duties of the city clerk in his absence.

4.07 City Attorney

The manager, subject to the approval of the Council, shall appoint or remove the city attorney who shall be an attorney admitted and qualified to practice before the Supreme Court of the state of Washington.

The city attorney shall:

- A. Act as legal advisor to and counsel for, the Council and manager in matters relating to their official duties;
- B. Represent the city in litigation in which the city is interested, unless the manager, with the approval of the Council, otherwise provides;
- C. Provide legal opinions on official matters when requested by the Council or manager;
- D. Draft and review for legal correctness, contracts, bonds, franchises, and other instruments to which the city is a party;
- E. Perform such other duties as may be assigned to him by the administrative code or otherwise by general laws or ordinances.

Article V

GENERAL FINANCE

Sections:

- 5.01 Fiscal Year**
- 5.02 The Budget**
- 5.03 Budget Control**
- 5.04 Accounting and Auditing**
- 5.05 Fiscal Controls**
- 5.06 Fees and Collections**
- 5.07 Purchases**
- 5.08 Competitive Bidding**
- 5.09 Bonds and Indebtedness**
- 5.10 Sale of Bonds**
- 5.11 Taxes and Indebtedness**

5.01 Fiscal Year

The fiscal year of the City of Richland shall be set by ordinance not in conflict with general laws.

5.02 The Budget

The annual budget shall be prepared and presented to the Council by the manager and acted upon in the manner and within the time limits prescribed by general laws. The manager shall attach to each budget such supporting data and explanatory material relating to current operations, capital improvements, and other phases of the budget as may be deemed appropriate.

The manager shall annually prepare and present to the Council a program of proposed capital projects for the five fiscal years next succeeding the budget year, with cost estimates relating thereto. This shall be known as the capital expense budget.

5.03 Budget Control

At the beginning of each quarterly period during the fiscal year, and more often if required by the Council, the manager shall submit to the Council data showing the relation between the estimated income and expenses and actual income and expenses to date. If it shall appear that the income is less than anticipated, the Council may reduce or transfer appropriations, except amounts required to meet contractual obligations and for debt service, interest, and other fixed charges, to keep expenditures within cash income.

5.04 Accounting and Auditing

The manager shall be in charge of the administration of the financial affairs of the city. He shall be responsible for maintaining proper books and records, for accounting, and for auditing all transactions affecting the city. Reserves for depreciation may be established in accordance with sound accounting practices.

5.05 Fiscal Controls

The manager shall appoint a director of finance who shall supervise the receipt, custody, and disbursement of all city funds and perform such other duties as may be required of him by general laws, this Charter, the Council, or the manager.

5.06 Fees and Collections

All fees and other moneys collected by any officer or employee shall belong to the city and shall be paid immediately to the director of finance.

5.07 Purchases

Except as otherwise provided in this Charter, the manager shall be responsible for all city purchasing, but he may delegate this authority to a city purchasing officer.

CHARTER

5.08 Competitive Bidding

All contracts for public work or improvement, where the total contract is in excess of limits set by ordinance passed by the Richland City Council and all purchase of supplies, material, equipment, or nonprofessional services where the total cost exceeds the limits prescribed by ordinance, shall be subject to sealed bids.

Bids shall be advertised by posting notice thereof in a public place in the city and by not less than one publication in the official newspaper of the city at least ten days prior to the date fixed for the opening of bids. All bids shall be sealed and shall be opened publicly at the time and place designated in the call for bids. The manager, or his representative, shall analyze the bids and provide the Council with a summary thereof. Except as hereinafter provided, the contract shall be awarded to the lowest responsible bidder. The Council may by resolution reject any or all bids.

If the Council, in its judgment, determines that the public work or improvement can be done by the city at less cost than the lowest bid submitted, or if no bids are submitted, it may authorize the work to be done by day labor. (Approved General Election 1991).

5.09 Bonds and Indebtedness

The creation of indebtedness and the issuance of all bonds, warrants, and other evidences of indebtedness shall be governed and controlled by general laws.

No contract shall be executed, the payment of which will be financed by the issuance of bonds, warrants, or other evidences of indebtedness, until the ordinance authorizing the issuance of such bonds or other evidences of indebtedness shall have taken effect. Any contract executed before such time shall be unenforceable.

5.10 Sale of Bonds

Subject to general laws, bonds, warrants, and other evidences of indebtedness may be sold at public or private sale in any manner and at any price the Council deems the best interests of the city require.

5.11 Taxes and Indebtedness

The city shall have all the powers granted to, or not withheld from, cities of the first class by the Constitution and laws of the state in the levying and collection of taxes and incurring of indebtedness.

Article VI

CITY OFFICERS AND EMPLOYEES

Sections:

- 6.01 Merit Basis of Appointment**
- 6.02 Personnel Officer**
- 6.03 Personnel Policy**
- 6.04 Retirement, Disability, Pension, and Death Benefit Plans**
- 6.05 Prohibitions-Political Activities-Penalties**
- 6.06 Exclusion**

6.01 Merit Basis of Appointment

All appointments and promotions of city officers and city employees shall be made on the basis of merit and fitness.

6.02 Personnel Officer

The manager shall serve as personnel officer of the city unless, pursuant to this Charter, he shall appoint another person to this office. The personnel officer shall administer the personnel system of the city in accordance with the personnel policy adopted under this article, and shall perform any other duties prescribed by the Council which are not inconsistent with his duties under this policy.

6.03 Personnel Policy

The personnel officer shall prepare and recommend to the Council rules governing city employment. After a public hearing on such rules, the Council by ordinance or resolution shall approve or reject them in whole or in part, or may modify them and approve them as so modified. Rules and amendments thereto shall become effective when approved by the Council. Thereafter the Council shall have the power to amend, repeal, or add to the rules on the recommendation of the personnel officer or on its own initiative, subject to the requirement of a public hearing. These rules shall provide for:

- A. The classification of all city positions, which classification shall be based on the duties, authority, and responsibility of each position, except that the personnel officer with the approval of the Council, may designate specific city positions as unclassified;
- B. Salary and wage plans for all city positions;
- C. Methods for determining the merit and fitness of candidates for appointment, retention, and promotion in the classified service, which methods shall include, insofar as practicable, competitive examinations;
- D. The order and manner in which layoffs may be effected;
- E. The procedures for removal and suspension of, and disciplinary action against officers and employees;
- F. Procedures for review of actions taken under (3), (4), and (5), of this section by a personnel board, which may make recommendations based on its findings, such recommendations being advisory only, unless otherwise required by general laws;
- G. Hours of work, attendance regulations, and provision for sick and vacation leave;
- H. Other practices and procedures necessary to the administration of the city personnel system.

6.04 Retirement, Disability, Pension, and Death Benefit Plans

The Council may by ordinance establish or adopt retirement and pension plans for superannuated officers and employees of the city, and plans for payment of sickness and death benefits and disability benefit plans to cover permanent, partial, or temporary disability incurred by officers and employees of the city. Any plans thus provided shall be financed jointly by the city and the members.

6.05 Prohibitions-Political Activities-Penalties

No person in the city service nor any person seeking employment therein shall:

- A. Take part in campaigns involving the election of any city official, other than to cast his vote and to express privately his opinions;
- B. Give or cause to be given any money or other thing of value to any person in connection with an appointment to or promotion in the city service;

CHARTER

- C. In any manner solicit or be concerned with soliciting any contribution for any political purpose from any city employee;
- D. Commit any fraud or deceit in connection with any appointment to or promotion in the city service or tending to defeat the purpose of this article.

Any person violating any provision of this section shall, in addition to other penalties provided by law, be ineligible for appointment or employment in the city service for a period of five years, and shall, if he be an officer or employee of the city, immediately forfeit such position.

6.06 Exclusion

Except for Section 6.05 (2), (3) and (4), the provisions of this article shall not apply to the office of councilman.

Article VII

NOMINATIONS AND ELECTIONS

Sections:

7.01 Elections

7.02 Nominations

7.03 Qualification of Councilmen

7.01 Elections

All municipal elections shall be nonpartisan. There shall be regular primary and general municipal elections biennially on the days provided by law in each even numbered year and such special elections as the Council shall provide. Until otherwise provided by ordinance to the extent permitted by general laws, the primary and general election laws of the state, so far as the same are applicable to cities of the first class, shall govern and control all elections of the city and all proceedings held in conjunction therewith. Whenever the term "regular general election" is used in this Charter, it shall mean the regular general municipal election to be held biennially in the city in accordance with general laws.

7.02 Nominations

Any registered elector of the city may declare his candidacy for the office of councilman by filing a declaration of candidacy in accordance with general laws.

7.03 Qualification of Councilmen

The Council shall be the judge of the election and qualification of its members.

Article VIII

GENERAL PROVISIONS

Sections:

- 8.01 Practice of Law by Officials**
- 8.02 Pecuniary Interest**
- 8.03 Public Records**
- 8.04 Expenses Allowable**
- 8.05 Oath of Office**
- 8.06 Administration of Oaths**
- 8.07 Damage Claims**
- 8.08 Amendments**

8.01 Practice of Law by Officials

Until such time as they are employed on a full-time basis and to the extent permitted by general laws, the city attorney, police judge, or municipal judge shall not be prohibited from engaging in the private practice of law, but they shall neither seek nor accept from any source other than the city any fee, reward, or other remuneration for any of their official services, nor seek nor accept any employment which would conflict with the discharge of their official duties.

8.02 Pecuniary Interest

No member of the Council and no other officer or employee of the city shall directly or indirectly derive a financial profit from any contract to which the city is a party or any sale to the city, or to a contractor supplying the city, of any land or rights or interests in any land, materials, supplies, or services. Any person who shall willfully violate this section shall have committed malfeasance in office and shall be deemed to have forfeited his office or position. Any violation of this section with the express or constructive knowledge of the party contracting with the city shall render the contract voidable by the manager or the Council.

8.03 Public Records

All records and accounts of every office, department, or agency of the city, except records and documents, the disclosure of which would tend to defeat the lawful purpose which they are intended to accomplish, shall be open to inspection in the proper city offices by any citizen, any representative of a citizens' organization, or any representative of the press, radio, or television at all reasonable times and under reasonable regulations established by the manager. All such records and accounts shall be city property and be kept as such by the proper officers and employees during their continuance in office, and then delivered to their successors.

8.04 Expenses Allowable

Any officer or employee of the city may be reimbursed for reasonable and necessary expenses paid or incurred by him in the performance of his duties.

8.05 Oath of Office

Every officer of the city shall before entering upon the duties of his office, take and subscribe to such oaths as required by state law together with the following oath or affirmation, to be filed and kept in the office of the city clerk:

"I solemnly swear (or affirm) that I will support the Constitutions of the United States and the State of Washington, and the Charter and ordinances of the City of Richland, and will faithfully discharge the duties of the office of _____."

8.06 Administration of Oaths

The mayor, mayor pro tempore, manager, city clerk, and city attorney, or their appointed representatives, shall have the power to administer oaths in the performance of the duties of their offices or the transaction of the city's business.

CHARTER

8.07 Damage Claims

Any claim for damages or injuries against the city shall contain, in addition to the requirements of general laws, an accurate description of the time, place, and cause of any accident or occurrence, and the nature and extent of any damages or injuries, including an itemization thereof. The claim shall be verified by the claimant or by someone in his behalf, in accordance with general laws, and shall be filed with the city clerk within ninety days, or a lesser time provided by general laws, after the date on which the damage occurred or the injury was sustained. Any claim which does not comply with the requirements of this section shall be barred. No action shall be maintained against the city on any claim for damages or injuries until sixty days after the date of filing of the claim. No claim shall be paid until it has been referred to the manager and the manager has reported to the Council thereon.

8.08 Amendments

Amendments to this Charter may be submitted to the registered electors by the Council or by petition of the electorate in the manner provided by the constitution or laws of the state.

Article IX

TRANSITION

Sections:

- 9.01 Declaration of Necessity**
- 9.02 Powers During Transition Period**
- 9.03 Termination of Transition Period**
- 9.04 Enactment of Temporary Ordinances**
- 9.05 Residence**
- 9.06 Speed of Transition**

9.01 Declaration of Necessity

Prior to the incorporation of the city, the area now included therein constituted an unincorporated community subject to the laws of the state of Washington, with its municipal facilities, installations, services, and administration provided by the United States of America, through the United States Atomic Energy Commission and its municipal contractor. Under the Atomic Energy Community Act of 1955 (Public Law 221, 84th Congress, 64 Stat. 472), the United States Atomic Energy Commission is authorized to transfer such municipal facilities, installations, services, and administration to the incorporated city not later than August 4, 1960. Before some of these transfers can be completed, the city will be required to take all or some of the following steps:-employ a manager and other administrative officers, develop an administrative code, adopt personnel and pension systems, appoint and train qualified personnel to administer the affairs of the city, adopt a budget, adopt permanent fiscal procedures, organize boards, commissions, committees, and offices required or authorized by general laws or this Charter, adopt and enforce regulatory measures necessary for the preservation of the health, safety, morals, property, and general welfare of the people of the city, and the city should arrange to exercise all other powers granted to the city by the Constitution and the laws of the state and this Charter. It is, therefore, declared that the temporary powers included in this article are necessary to enable the city to operate effectively and to properly serve its citizens during the transition period.

9.02 Powers During Transition Period

To assure and promote the continued protection of the health, safety, morals, property, and general welfare of the people of the city, and to secure to the people of the city the continuing high standards of municipal services existing before the adoption of this Charter, it is hereby provided and declared, as follows:

- A. All laws of the state of Washington and the County of Benton in force in the area incorporated as Richland on the date of the election at which this Charter is adopted and all such laws in effect in said area on the date of incorporation which remain in effect therein on said election date which are not in conflict with this Charter shall continue in force for a period of one hundred eighty days following said election date or until such earlier time as the Council shall enact ordinances on the same subjects or until they expire by their own limitation.
- B. The Council may appoint or remove, or provide for the appointment or removal of an acting manager and other temporary officers and employees who shall serve until such time as permanent appointments are made in accordance with this Charter and the ordinances of the city. Such officers and employees shall serve in unclassified positions. The Council may enact temporary ordinances, adopt temporary resolutions, and establish temporary rules and regulations, relating to administration, personnel, salaries and wages, contracts, injury, sickness and disability awards, and all other matters relating to administration and personnel.
- C. The Council may enact temporary ordinances to accomplish the purposes of Article V of this Charter, appoint a temporary director of finance and a temporary purchasing officer, designate a temporary depository of city funds, provide for and adopt a temporary budget with the power to revise it from time to time as necessity or the interest of the city may require, and provide for temporary accounting and auditing procedures, temporary procedures for purchasing, temporary provisions for the receipt and disbursement of money, issuance of warrants, making of contracts, calling of bids, levy and collection of taxes, and administration of other financial matters.
- D. The Council may enter into temporary agreements to obtain municipal services, including, but not limited to, police protection, fire protection, sewage collection, disposal and treatment, garbage and refuse collection and disposal, water supply and distribution, electrical energy supply and distribution,

CHARTER

street and sidewalk maintenance and repair, park and recreational facilities, library services, engineering and legal services, and any other municipal services permitted by general laws.

- E. The Council may provide for the appointment or designation of temporary police officers who shall be charged with all of the duties and authority of police officers of cities of the first class and who shall serve until such time as the Council shall provide for the appointment of permanent police officers. The Council shall diligently provide for personnel and pension systems for police officers, subject to general laws, to enable the appointment of permanent police officers at the earliest practicable date.
- F. The Council may provide for the appointment or designation of temporary firemen who shall be charged with all the duties and authority of firemen of cities of the first class and who shall serve until such time as the Council shall provide for the appointment of permanent firemen. The Council shall diligently provide for personnel and pension systems for firemen, subject to general laws, to enable the appointment of permanent firemen at the earliest practicable date.
- G. In the performance of their duties, all temporary city officers and employees shall have the power to execute and administer all applicable laws and ordinances.
- H. The Council may grant temporary franchises, licenses, permits and privileges.
- I. The Council may enact such other temporary ordinances, rules or regulations, as it may deem necessary for the effective administration of city affairs during the period of transition, which are not in conflict with general laws or this Charter.

9.03 Termination of Transition Period

All ordinances, rules, regulations, grants, franchises, licenses, permits, privileges, contracts, or any other action of the city or any agency, body, or officer thereof, pursuant to Section 9.02 shall be terminated on August 4, 1960, or on any earlier date which the Council may declare, or on any earlier date which is the effective date of any permanent ordinance, rule, regulation, grant, franchise, license, permit, privilege, contract, or other action, which supersedes its temporary counterpart.

9.04 Enactment of Temporary Ordinances

Whenever practicable, the Council shall enact permanent ordinances under the procedure set forth in Article III of this Charter. Temporary ordinances enacted pursuant to Section 9.02 may be enacted at the same Council meeting at which they are introduced and may become effective immediately upon their enactment, on condition that they shall be published in the official newspaper of the city within ten days thereafter. No temporary ordinance shall be enacted under the provisions of Section 3.08 of this Charter. Every temporary ordinance shall be plainly designated as such in both its title and body.

9.05 Residence

Residence prior to the incorporation of the city of Richland within the limits of the area initially incorporated therein may be used toward fulfillment of residence requirements of this Charter.

9.06 Speed of Transition

Notwithstanding any time limits set in this article, it is hereby declared that the period of transition before the city is fully operating as a city of the first class shall be completed as rapidly as is reasonably practicable, and the Council and city officers are directed to effectuate the transfer to the city of public utilities, municipal facilities, installations, services and functions, and the assumption of all municipal duties and responsibilities with due diligence.

Article X

SEVERABILITY

Sections:

10.01 Severability

10.01 Severability

The invalidity of any article, section, subsection, provision, clause, or portion thereof, shall not affect the validity of the remainder of this Charter.

CHARTER

CERTIFICATE

STATE OF WASHINGTON

ss

COUNTY OF BENTON

We, the undersigned freeholders of the City of Richland, elected at the special election in said city on the 15th day of July, 1958, under the provisions of the Constitution and laws of the State of Washington, to prepare a charter for the City of Richland, do hereby certify that the foregoing charter has been prepared by us and is hereby submitted as the Charter for said city.

SIGNED this 17th day of September, 1958.

s/ Joyce R. Kelly
Joyce R. Kelly, Chairman

s/ Russell Einan
Russell Einan

s/ Douglas A. Cameron
Douglas A. Cameron, Vice-Chairman

s/ Elizabeth H. Groot
Elizabeth H. Groot

s/ George D. Barr
George D. Barr, Executive Secretary

s/ Roy E. Jaynes
Roy E. Jaynes

s/ Paul P. Beardsley
Paul P. Beardsley

s/ Catharine M. Lewis
Catharine M. Lewis

s/ Rebecca G. Bown
Rebecca G. Bown

s/ William W. McIntosh
William W. McIntosh

s/ Fred E. Brackenbush
Fred E. Brackenbush

s/ Kermit W. McKay
Kermit W. McKay

s/ Helen U. Carlson
Helen U. Carlson

s/ Max R. Walton
Max R. Walton

SIGNED this 18th day of September, 1958.

s/ Harry D. Campbell
Harry D. Campbell

**CERTIFICATE OF THE INCORPORATION OF RICHLAND
AS A CITY OF THE FIRST CLASS**

I, J.T. Bettinson, chairman of the board of county commissioners for Benton County, do hereby certify that, in accordance with the provisions of chapter 153 of the Laws of 1951, of the State of Washington, the county commissioners of said county duly caused an election to be held on the 15th day of July, 1958, within the boundaries hereinafter described, for the purpose of determining whether or not the same should be incorporated into a city of the first class and for the purpose of electing fifteen freeholders to form a charter for such city, said boundaries being as described in Exhibit "A", which is attached hereto and made a part hereof. At said election 2,932 votes were cast in favor of incorporation and 724 votes were cast against incorporation, and the following named persons were duly elected freeholders for the purpose of forming a charter for said city, to-wit: George D. Barr, Paul P. Beardsley, Rebecca G. Bown, Fred E. Brackenbush, Harry D. Campbell, Douglas A. Cameron, Helen U. Carlson, Russell Einan, Elizabeth H. Groot, Roy E. Jaynes, Joyce R. Kelly, Catharine M. Lewis, William W. McIntosh, Kermit W. McKay, Max R. Walton. That thereafter on the 18th day of September, 1958, said board of freeholders duly returned a proposed charter for said city of Richland, signed by the following named members, to-wit: George D. Barr, Paul P. Beardsley, Rebecca G. Bown, Fred E. Brackenbush, Harry D. Campbell, Douglas A. Cameron, Helen U. Carlson, Russell Einan, Elizabeth H. Groot, Roy E. Jaynes, Joyce R. Kelly, Catharine M. Lewis, William W. McIntosh, Kermit W. McKay, Max R. Walton. That thereafter on the 2nd day of December, 1958, at an election duly called for said purpose, the proposed charter was submitted to the qualified electors of said city, and the returns of said election were duly canvassed, and the result of said election was found to be as follows: For said proposed charter, 3,747 votes; against said proposed charter, 616 votes. Whereupon, the said charter was declared duly ratified. And I further certify that the annexed charter is a full, true, and correct copy of the proposed charter so voted upon and ratified as aforesaid.

I further certify that, in accordance with the provisions of section 2 of chapter 153 of the Laws of 1951, of the State of Washington, the board of county commissioners of Benton County ascertained that the population of the area within the above-described boundaries was not less than 20,000 inhabitants, to-wit: 24,000 inhabitants, and that said board of county commissioners established and declared such finding in a resolution dated the 17th day of March, 1958.

In testimony whereof, I have hereunto set my hand this 8th day of December, 1958.

s/ J.T. Bettinson
Chairman of the Board of County
Commissioners for Benton County

CHARTER

BOUNDARIES

EXHIBIT "A"

Commencing at the northwest corner of Section 24, T. 9N., R. 28 E., W.M. (the coordinates of said corner are X-2,312,942.47 feet and Y-339,185.45 feet); thence S. 10 degrees 41' 59" E. 1,586.12 feet to the true point of beginning (this point is U.S. Corps of Engineers monument number U-20); thence along the U.S. Corps of Engineers' Traverse Line N. 81 degrees 30' 55" W. 647.81 feet; thence N. 81 degrees 29' 01" W. 1,879.94 feet; thence N. 7 degrees 29' 35" E. 140.51 feet; thence N. 73 degrees 10' 53" W. 371.82 feet; thence N. 69 degrees 38' 43" W. 1,204.12 feet; thence N. 64 degrees 56' 07" W. 461.05 feet; thence N. 60 degrees 09' 49" W. 570.34 feet; thence N. 74 degrees 54' 46" W. 734.71 feet to a point on the west line of Section 14, T. 9N., R. 28 E., W.M., thence N. 0 degrees 55' 07" W. 860.08 feet along the west line of said Section 14 to a point of intersection with the boundary of the recorded plat of Richland, Benton County, Washington; thence along said plat boundary S. 88 degrees 35' 56" W. 266.53 feet to said plat boundary monument (PB 4 W.) a point of curve; thence along a 1,960.08 foot radius curve right, an arc distance of 1,352.87 feet to a point of tangency (PB 5 W.); thence N. 38 degrees 08' 42" E. 15.0 feet to a point (PB 6 W.); thence N. 51 degrees 51' 18" W. 4,198.47 feet to a point of curve (PB 7 W.); thence along a 2,327.01 foot radius curve right, an arc distance of 2,071.82 feet to a point of tangency (PB 8 W.); thence N. 0 degrees 50' 33" W. 5,097.84 feet to a point of curve (PB 9 W.); thence along a 5,764.65 foot radius curve right, an arc distance of 1,477.66 feet to a point of this curve; thence S. 88 degrees 48' 21" W. 1,137.18 feet; thence N. 0 degrees 27' 52" W. 92.38 feet; thence S. 88 degrees 51' 08" W. 2,655.53 feet; thence N. 0 degrees 05' 33" W. 663.95 feet; thence S. 88 degrees 48' 21" W. 590.07 feet to the centerline of the main channel of the Yakima River; thence upstream along said centerline to a point of intersection with the township line between T. 9 N. and T. 10 N., W.M.; thence N. 89 degrees 28' 29" E. 1,782.00 feet to the northeast corner of Section 5, T. 9 N., R. 28 E., W.M.; thence S. 0 degrees 08' 41" W. 683.04 feet; thence N. 89 degrees 18' 27" E. 657.24 feet; thence S. 0 degrees 01' 32" W. 681.10 feet; thence N. 89 degrees 08' 25" E. 658.68 feet; thence S. 0 degrees 05' 33" E. 679.16 feet; thence N. 88 degrees 58' 23" E. 4,362.80 feet to a point of intersection with a 5,764.65 foot radius curve on the boundary of the recorded plat of Richland, Benton County, Washington; thence along said 5,764.65 foot radius curve an arc distance of 1,081.05 feet (the chord bears N. 34 degrees 36' 58" E. 1,079.47 feet) to a point of tangency (PB 10 W.); thence along the aforementioned plat boundary N. 39 degrees 59' 18" E. 976.24 feet to a point of curve (PB 11 W.); thence along a 5,694.65 foot radius curve left, an arc distance of 896.17 feet to a point of tangency (PB 12 W.); thence N. 30 degrees 58' 18" E. 1,938.24 feet to a point of curve (PB 13 W.); thence along a 5,694.65 foot radius curve left, an arc distance of 1,375.20 feet to a point of tangency (PB 14 W.); thence N. 17 degrees 08' 07" E. 750.12 feet to a point (PB 15 W.); thence N. 17 degrees 08' 07" E. 1,372.18 feet to a point of intersection with the north line of Section 34, T. 10 N., R. 28 E., W.M.; thence along the north line of said Section 34 N. 89 degrees 41' 14" E. 1,009.38 feet to the northeast corner of said Section 34; thence along the north line of Section 35, T. 10 N., R. 28 E., W.M. N. 88 degrees 48' 18" E. 2,722.08 feet to the north quarter corner of said Section 35; thence N. 88 degrees 52' 55" E. 1,362.08 feet to a sixteenth corner; thence N. 1 degree 28' 31" E. 1,305.29 feet to a sixteenth corner; thence N. 1 degree 26' 19" E. 1,309.76 feet to a sixteenth corner; thence N. 1 degree 27' 08" E. 2,638.77 feet to a point of intersection with the boundary of United States Army Camp Hanford; thence along said boundary N. 89 degrees 37' 20" E. 3,684.66 feet to a point of intersection with the centerline of the main channel of the Columbia River; thence downstream along said centerline (said line being the Benton-Franklin County Line) to a point of intersection with a line which bears N. 36 degrees 42' 48" E. (the coordinates of the point of intersection are X-2,313,890.61 feet and Y-343,870.00 feet); thence S. 36 degrees 42' 48" W. 685.25 feet; thence S. 0 degrees 30' 35" E. 100.45 feet to a point (PB 8 E.); thence S. 0 degrees 30' 35" E. 1,305.25 feet to a point (PB 7 E.); thence S. 0 degrees 30' 38" E. 1,478.94 feet to a point (PB 6 E.); thence S. 0 degrees 30' 38" E. 109.46 feet to a point (PB 5 E.); thence S. 89 degrees 42' 53" W. 409.72 feet to a point (PB 4 E.); thence S. 40 degrees 34' 02" E. 1,531.24 feet to a point of curve (PB 3 E.); thence along a 3,969.83 foot radius curve right, an arc distance of 643.46 feet to a point of tangency (PB 2 E.); thence S. 31 degrees 16' 49" E. 221.80 feet to a point (PB 1 E.); thence S. 31 degrees 16' 49" E. 285.00 feet to the centerline of the main channel of the Yakima River; thence upstream along said centerline to a point of intersection with a line which bears S. 81 degrees 30' 55" E. (the coordinates of the point of intersection are X-2,313,814.06 feet and Y-337,540.82 feet); thence N. 81 degrees 30' 55" W. 583.50 feet to the true point of beginning (U.S. Corps of Engineers monumental number U-20), all in Benton County, Washington.

CHARTER

All bearings in this description are Lambert bearings. All of the bearings and coordinates referred to in the description are in reference to the Washington State Coordinate System, South Zone, and are derived from the United States Coast and Geodetic Survey data for triangulation stations "Rich" and "Richland" with the respective azimuth reference markers for those stations. All coordinates in this description designated as "X" and "Y" are used for bearings in this description as east and north, respectively.

The hereinabove described land includes all of Section 35 and portions of Sections 25, 26, 34, and 36, T. 10 N. R. 28 E., W.M., and all of Sections 10 and 14 and portions of Sections 1, 2, 3, 4, 5, 9, 11, 12, 13, 15, 23 and 24, T. 9 N., R. 28 E., W.M., in Benton County, Washington. The total area contained within the proposed boundaries is 8.75 square miles.

CHARTER

TELEGRAM FROM SECRETARY OF STATE

1958 DEC 10 PM 2 29
PR OLA043 LONG PD-OLYMPIA WASH 10 155 PMP-
CARL W KRUEGEL COUNCIL CLERK
RICHLAND CITY COUNCIL-RM 108 BLDG W-8 RICHLAND WASH.

PAPERS RELATIVE TO THE INCORPORATION OF RICHLAND AS CITY OF THE FIRST CLASS RECEIVED AND OFFICIALLY FILED AS OF TODAY. CERTIFIED COPIES OF THESE INSTRUMENTS WILL BE PREPARED FOR USE OF THE STATE LIQUOR CONTROL BOARD AND STATE TREASURER TO THE END THAT YOUR CITY WILL SHARE IN NEXT ALLOCATION OF STATE FUNDS BY THESE RESPECTIVE OFFICES. CONGRATULATIONS TO THE NEW CITY OF RICHLAND. YOUR COMMUNITY REPRESENTS A NEW ERA OF INDUSTRIAL GROWTH OF OUR GREAT STATE AND WE IN OLYMPIA ARE PLEASED WITH YOUR DYNAMIC AND PROGRESSIVE ATTITUDE. IF MY OFFICE CAN EVER BE OF SERVICE BE SURE TO LET ME KNOW.

VICTOR A MEYERS SEC OF STATE

CHARTER

CERTIFICATE

I, Carl W. Kruegel, Acting City Clerk of the City of Richland, do hereby certify that I have received from Mayor Patricia Y. Merrill a certificate entitled "CERTIFICATE OF THE INCORPORATION OF RICHLAND AS A CITY OF THE FIRST CLASS," as executed by J.T. Bettinson, Chairman of the Board of County Commissioners of Benton County, on December 8, 1958, and that I have recorded the Charter of the City of Richland as approved by the voters at the special election held December 2, 1958, in a book provided and kept for this purpose and known as the Charter Book of the City of Richland.

DATED at Richland, Washington, this 11th day of December, 1958.

s/ Carl W. Kruegel
Carl W. Kruegel
Acting City Clerk

s/ Patricia Y. Merrill
Patricia Y. Merrill
Mayor

Form Approved:

s/ John B. Nason
John B. Nason
Acting City Attorney