



City Council Regular Meeting Agenda

January 16, 2024 at 6:30 PM **Revised 1/16/2024**

City Hall Council Chambers - 210 W 6th Ave and Virtual

The City of Kennewick broadcasts Council meetings on the City's website at <https://www.go2kennewick.com/CouncilMeetingBroadcasts>.
Public comment registration and instructions are available at <https://www.go2kennewick.com/PublicComments>.

1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome/Invocation

HONORS & RECOGNITIONS

- Recognition of Police Commander Randy Maynard's 34 Years of Public Service

2. VISITORS

Public comments for item(s) on the agenda not covered under a public hearing. Please limit your comments to three minutes. The public comment period is not an opportunity for dialogue with council members, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information-gathering. For this reason, Council will not directly respond to comments, questions or concerns.

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Kennewick City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion.

- Meeting Minutes: January 2, 2024, City Council Regular Meeting
Motion to approve the January 2, 2024, City Council regular meeting minutes as presented.
- Meeting Minutes: January 9, 2024, City Council Workshop
Motion to approve the January 9, 2024, City Council workshop meeting minutes as presented.
- Claims Roster: December
Motion to approve the Claims Roster for December 2023 in the amount of \$9,626,546.12, comprised of electronic payments and check numbers 312533-312957.
- Claim Roster: Toyota Center Operations and Box Office Accounts
Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2023 in the amount of \$898,543.68 comprised of check numbers 26807-26887 in the amount of \$341,891.27 and electronic transfers in the amount of \$556,652.41.

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs. Please be advised that all Kennewick City Council Meetings are Audio and Video Taped

- e. Claims Roster: Columbia Park Golf Course Account
Motion to approve the Claims Roster for the Columbia Park Golf Course Account for November 2023 in the amount of \$30,378.84, comprised of check numbers 2787-2790 in the amount of \$5,969.05 and electronic transfers in the amount of \$24,409.79.
- f. Annexation: AZ-2023-0002 Kapsi (1215 S Cedar St) - Setting the Public Meeting Date
- g. Bid Award: Water Filtration Plant Miscellaneous Upgrades
Motion to award Contract P2117-23 Water Filtration Plant Miscellaneous Upgrades Ph. 1 (re-bid) project to Industrial Construction of Washington (ICW), LLC in the amount of \$894,646.30, plus a 10% contingency amount of \$89,464.63, for a total amount of \$984,110.93.
- h. Bid Award: Quinault/CCB Intersection - Signal Materials Procurement Contract
Motion to award Contract P2011-23 (Quinault & CCB Signal Materials Procurement) to Sierra Electric in the amount of \$367,253.00, plus a 10% contingency amount of \$36,725.30, for a total amount of \$403,978.30.
- i. Collective Bargaining Agreement: Kennewick Police Officers Benefit Association (KPOBA)
Motion to authorize the Mayor and Interim City Manager to sign the 2024 - 2026 collective bargaining agreement as presented.

5. ORDINANCES/RESOLUTIONS

- a. Ordinance 24-6045: Change of Zone COZ-2023-0008 at 208 N Kellogg St
- b. Ordinance 24-6046: Change of Zone COZ-2023-0010 at 6311 W Clearwater Ave.
- c. Ordinance 24-6047: Adding Section 13.40.170 to the Kennewick Municipal Code Regarding Traffic Calming, Final Approval Authorization
- d. Ordinance 24-6048: Adding Section 2.12.045 to the Kennewick Municipal Code Regarding Designation of the City Treasurer **Revised 1/16/2024**
- e. Ordinance 24-6049: Adding Chapter 14.25 to the Kennewick Municipal Code Regarding the Kennewick Housing Authority

6. PUBLIC HEARINGS/MEETINGS

- a. Resolution 24-02: Developer Preliminary Latecomers Reimbursement Agreement for Desert Pines Water and Sewer

7. NEW BUSINESS

- a. Horse Heaven Hills Wind Farm Letter of Support
- b. Endorsement of Wind Farm Permitting Legislation Pertaining to Aerial Firefighting Measures

8. UNFINISHED BUSINESS

9. VISITORS

Public comments of a general nature (excluding candidates or ballot measures). Please limit your comments to three minutes. The public comment period is not an opportunity for dialogue with council members, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information-gathering. For this reason, Council will not directly respond to comments, questions or concerns.

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10. COUNCIL COMMENTS/DISCUSSION

11. ADJOURNMENT

**CITY OF KENNEWICK
CITY COUNCIL
Regular Meeting
January 2, 2024**

1. CALL TO ORDER

City Clerk Krystal Townsend called the meeting to order at 6:30 p.m.

City Council and Staff Present:

Loren Anderson
Brad Beauchamp
Gretl Crawford
Jason McShane
Jim Millbauer
Chuck Torelli

Lisa Beaton
Steve Donovan
Christina Palmer
Laurencio Sanguino
John Cowling
Krystal Townsend

Nick Farline
Chris Guerrero
Chad Michael
Evelyn Lusignan

Chief Guerrero led the Pledge of Allegiance.

- a. Oaths of Office** (Councilmember Beauchamp, Councilmember Millbauer, and Councilmember Torelli)

Ms. Townsend administered the oath of office to Councilmember Beauchamp, Councilmember Millbauer and Councilmember Torelli.

MOTION: Councilmember Anderson moved, seconded by Councilmember Millbauer to excuse the absence of Councilmember Trumbo at tonight's meeting.

DISCUSSION: None.

VOTE: The motion passed unanimously (6-0).

b. Election of Mayor and Mayor Pro Tem

ELECTION OF MAYOR: Ms. Townsend announced the procedure for election of Mayor.

Ms. Townsend announced the nomination of each councilmember for Mayor.

DISCUSSION: Councilmember Anderson voiced support for the performance of Councilmember Crawford as Mayor and Councilmember Torelli as Mayor Pro Tem.

VOTE: Councilmembers unanimously elected Councilmember Crawford to the position of Mayor (6-0).

ELECTION OF MAYOR PRO TEM: Mayor Crawford announced the procedure for election of Mayor Pro Tem.

Mayor Crawford announced the nomination of each councilmember for Mayor Pro Tem.

DISCUSSION: Mayor Crawford voiced support for the performance of Councilmember Torelli as Mayor Pro Tem.

VOTE: Councilmembers unanimously elected Councilmember Torelli to the position of Mayor Pro Tem (6-0).

2. VISITORS: None

3. APPROVAL OF AGENDA

MOTION: Mayor Pro Tem Torelli moved, seconded by Councilmember Millbauer to approve the agenda.

DISCUSSION: None.

VOTE: The motion passed unanimously (6-0).

4. CONSENT AGENDA

a. Meeting Minutes – December 19, 2023

Motion to approve the meeting minutes of December 19, 2023.

b. Payroll Roster Approval

Motion to approve the Payroll Roster for the pay period ending 12/15/2023.

c. Northwest High Intensity Drug Trafficking Area (HIDTA) 2024 Contract

Motion to authorize the interim City Manager to sign a service agreement with a new Northwest HIDTA contractor for 2024.

d. PC Workstation Replacements

Motion to authorize the City Manager to purchase 369 workstations from Dell Technologies through Washington State NASPO ValuePoint Contract #MNWNC-108 in the amount of \$786,705.26 plus a 10% contingency of \$78,670.53 for a total amount of \$865,375.79.

MOTION: Councilmember Anderson moved, seconded by Councilmember Millbauer to approve the Consent agenda.

VOTE: The motion passed unanimously (6-0).

5. ORDINANCES/RESOLUTIONS: None

6. PUBLIC HEARINGS/MEETINGS: None

7. NEW BUSINESS: None

8. UNFINISHED BUSINESS: None

9. VISITORS: None

10. COUNCIL COMMENTS/DISCUSSION

Councilmembers reported on their respective activities.

Ms. Beaton gave a brief update on the City Manager recruitment.

11. ADJOURNMENT

Mayor Crawford concluded the meeting at 6:59 p.m.

DRAFT

Krystal Townsend, CMC, CPRO
City Clerk

Council Agenda Coversheet	Agenda Item Number: 4.b. Agenda Item Type: General Business Item Subject: Meeting Minutes: January 9, 2024, City Council Workshop Department: Management Services Ord/Reso # Project #	Council Date: 1/16/2024 Category: Consent Agenda
	Contract # Permit #	
<u>Recommendation</u> Staff recommends approval of the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the January 9, 2024, City Council workshop meeting minutes as presented. <u>Summary</u> RCW 42.330.035 requires that minutes of all regular and special meetings (except executive sessions) be promptly recorded. The City Clerk's Office is standardizing workshop meeting minutes consistent with regular council meetings. <u>Alternatives</u> City Council may correct factual errors. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. MINUTES - DRAFT		

**CITY OF KENNEWICK
CITY COUNCIL
Workshop
January 9, 2024**

1. CALL TO ORDER

Mayor Crawford called the meeting to order at 6:30 p.m.

City Council and Staff Present:

Loren Anderson	Chuck Torelli	Krystal Townsend
Brad Beauchamp	Lisa Beaton	Nick Farline
Gretl Crawford	Anthony Muai	Chris Guerrero
Jason McShane	Laurencio Sanguino	Chad Michael
Jim Millbauer	Cary Roe	Evelyn Lusignan

Councilmember John Trumbo was absent (vacationing with advanced notice).

2. BOARDS AND COMMISSION APPOINTMENTS. Mayor Crawford and Ms. Beaton distributed draft assignments. Discussion centered on preferred assignments. Mayor Crawford will distribute final assignments in the near future. The City Manager's Office will send appropriate notifications to the various board and commission chairs. ***No action taken.***

3. RECORDS RETENTION TRAINING - CITY COUNCIL REQUIREMENTS. Ms. Townsend played a training video from the Secretary of State's office and led a brief training discussion specific to the City of Kennewick. The video and presentation meet the training requirements under The Open Governments Trainings Act, Section 1: Public Records and Records Retention. All those present are current on their training requirements for four years. ***No action taken.***

4. CITY MANAGER RECRUITMENT UPDATE. Ms. Beaton led a discussion of possibilities for the interview and selection format for the City Manager recruitment. Using feedback from the meeting, she will develop a series of alternatives for Council to choose from. ***No action taken.***

BRIEF GENERAL DISCUSSION:

- **Tours of City Facilities:** Any councilmember who would like to tour city facilities may contact the department director or Interim City Manager to make arrangements. ***No action taken.***
- **Tri-Cities Cares (wind farm):** City Council will consider further action at the January 16, 2024, City Council meeting. ***No action taken.***

5. ADJOURNMENT

Mayor Crawford concluded the meeting at 7:56 p.m.

DRAFT

Krystal Townsend, CMC, CPRO
City Clerk

Council Agenda Coversheet	Agenda Item Number: 4.c.	Council Date:	1/16/2024	Category: Consent Agenda
	Agenda Item Type: General Business Item	Subject:	Claims Roster: December	
	Department:		Finance	
	Ord/Reso #	Contract #		
	Project #	Permit #		
<u>Recommendation</u> That Council approve the Claims Roster for December 2023.				
<u>Motion for Consideration</u> Motion to approve the Claims Roster for December 2023 in the amount of \$9,626,546.12, comprised of electronic payments and check numbers 312533-312957.				
<u>Summary</u> The purchasing card detail is provided in a separate report following the claims roster. The payments on this Claims Roster are comprised of the following issuances during the period 12/1/2023-12/31/2023: Check numbers 312533-312957: \$5,327,624.89 Electronic payments (EFT): 4,298,921.23 				

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
Fund 001					
000 - Fund Activity					
EFT	12/22/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$1,177.82
312534	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #63135383	\$1,000.00
312535	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62937836	\$100.00
312536	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62966859	\$5.00
312537	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62966718	\$5.00
312538	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62967178	\$5.00
312539	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62966677	\$5.00
312540	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62967144	\$5.00
312541	12/06/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #62966841	\$5.00
312756	12/13/2023	70001	BENTON COUNTY TREASURER	CRIME VICTIM'S COMPENSATION - NOVEMBER 2023	\$607.50
312762	12/13/2023	70000	WASHINGTON STATE TREASURER	COURT FINES NOVEMBER 2023	\$39,453.77
312768	12/20/2023	99992	CIVIC REC REFUNDS	CIVIC REC REFUND #63440541	\$568.00
312957	12/27/2023	99990	MISC REFUNDS	SUB-2023-0002 BOND RELEASE	\$21,312.00
000 - Fund Activity Subtotal:					\$64,249.09
011 - City Council					
312938	12/22/2023	172	THE TRI-CITY HERALD	CITY COUNCIL VACANCY TCH POSTING	\$229.13
011 - City Council Subtotal:					\$229.13
012 - City Manager					
312636	12/08/2023	502	HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$62.82
312856	12/22/2023	6	IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER	\$50.00
012 - City Manager Subtotal:					\$112.82
023 - Recreation Services					
EFT	12/04/2023	77146	GLOBAL PAYMENTS	MERCHANT FEES	\$2,307.14
312558	12/08/2023	3041	ASCAP	MUSIC LICENSE	\$940.03
312559	12/08/2023	464	ATM SERVICES OF EASTERN WASHINGTON LLC	ATM SERVICES AT HARVEST BAZAAR	\$150.00
312600	12/08/2023	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$48.92
312636	12/08/2023	502	HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$219.87
312735	12/08/2023	3564	US LINEN AND UNIFORM	TOWEL AND RAG SERVICE	\$530.82
312783	12/22/2023	456	ACTIVE 4 LIFE	ALL SENIOR PICNIC	\$1,485.00
312829	12/22/2023	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$48.92
312854	12/22/2023	612	RENEE CHRISTEN LA PLANTE	UNIFORM EMBROIDERY	\$336.95
312859	12/22/2023	470	JACOBS RADIO PROGRAMMING LLC	BILLBOARD ADVERTISEMENT FOR HARVEST BAZAAR.	\$1,043.00
312946	12/22/2023	3564	US LINEN AND UNIFORM	TOWEL SERVICE	\$403.87
312955	12/22/2023	149	YBA SHIRTS	2024 YOUTH BASKETBALL JERSEYS	\$11,977.47
023 - Recreation Services Subtotal:					\$19,491.99

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
024 - Facilities Maintenance				
312551	12/08/2023	10587 ALOHA GARAGE DOOR COMPANY INC	DOOR REPAIR	\$2,487.35
312553	12/08/2023	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	BELTS, FAN MOTORS AND PULLEYS	\$3,146.66
312556	12/08/2023	165 ARCTIC GLACIER USA INC	ICE	\$76.66
312557	12/08/2023	10391 ASBESTOS AND MOLD SOLUTIONS, INC	GOOD FAITH ASBESTOS INSPECTION OF THE KAC.	\$652.20
312577	12/08/2023	749 BUILDERS HARDWARE & SUPPLY CO	POWER SUPPLY FOR DOOR MAGS	\$326.10
312612	12/08/2023	8774 FASTENAL COMPANY	POOL BENCHES	\$70.43
312616	12/08/2023	9237 FIKES NORTHWEST CORP	SCENT	\$60.52
312625	12/08/2023	4759 GRIGG ENTERPRISES INC, ACE HARDWARE	OE UNIFORM-GRIGGS	\$507.44
312628	12/08/2023	15 HARBOR FREIGHT TOOLS	WOOD DOLLIES	\$39.12
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$1,463.82
312648	12/08/2023	78 KENNEWICK INDUSTRIAL & ELEC	IRRIGATION REPAIR	\$142.35
312652	12/08/2023	8442 LANGSTON-BULTENA, JOEY	JEANS & BOOTS	\$229.15
312668	12/08/2023	484 MILNE NAIL,POWER TOOL & REPAIR	BATTERY FOR CORDLESS DRILL	\$92.55
312671	12/08/2023	5112 MOON SECURITY SERVICES, INC	COLUMBIA PARK GOLF - 34879	\$557.06
312675	12/08/2023	5460 NRC ENVIRONMENTAL SERVICES INC	DES STATE CONTRACT 06419 ENCAMPMENT CLEANUP SERVIC	\$1,010.04
312685	12/08/2023	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	LIGHT BULBS	\$80.42
312689	12/08/2023	957 RANCH & HOME INC	CLEANERS FOR THE NEW GYM FLOOR	\$132.69
312704	12/08/2023	7555 SHERWIN-WILLIAMS COMPANY	PAINT	\$115.97
312713	12/08/2023	1812 SUNBELT RENTALS	MANLIFT FOR HOLIDAY DECORATIONS	\$539.37
312720	12/08/2023	10836 THE DRAIN SURGEON, GALLURY INC	PLUGGED DRAIN IN THE KITCHEN	\$244.58
312722	12/08/2023	5945 TK ELEVATOR	ELEVATOR MAINTENANCE	\$55.73
312727	12/08/2023	6270 TRI-CITY SIGN & BARRICADE, CONSTRUCTION AHEAD INC	LOCATE PAINT	\$73.83
312733	12/08/2023	764 INTELLIGENT MARKING USA INC.	GPS PAINT ROBOT-LEASE	\$17,392.00
312735	12/08/2023	3564 US LINEN AND UNIFORM	LINEN SERVICE	\$437.57
312742	12/08/2023	1035 WASHINGTON HARDWARE AND, FURNITURE CO	HEATER FOR PUMP ROOM	\$114.11
312747	12/08/2023	398 RENTOKIL NORTH AMERICA INC	EXTERMINATOR FOR FIRE STATIONS	\$755.47
312782	12/22/2023	8623 ACE SALES & SERVICE INC	PORTABLE TOILET RENTAL	\$200.93
312786	12/22/2023	5911 AMERICAN BUILDING MAINTENANCE	SERVICE	\$9,801.89
312792	12/22/2023	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2023 HVAC MAINT NOVEMBER	\$15,316.40
312793	12/22/2023	5050 ARG INDUSTRIAL	HOSE CLAMPS FOR LEAF VAC	\$20.55
312799	12/22/2023	4052 BATTERIES PLUS	SINKS	\$23.64
312800	12/22/2023	3707 BAXTER AUTO PARTS	SPARK PLUG FOR BLOWER	\$4.28
312806	12/22/2023	84 BENTON PUD NO. 1	ELECTRICITY	\$27,265.66
312812	12/22/2023	83 CASCADE NATURAL GAS	GAS SERVICE	\$16,555.85
312838	12/22/2023	166 FARMERS EXCHANGE	CHAINS FOR CHAIN SAW	\$66.67
312842	12/22/2023	9237 FIKES NORTHWEST CORP	SCENT	\$201.74
312847	12/22/2023	2696 GAMETIME C/O GREAT WESTERN, RECREATION	PLAYGROUND AGE RANGE STICKERS	\$81.78
312857	12/22/2023	303 INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - NOVEMBER 2023	\$12,673.00
312865	12/22/2023	78 KENNEWICK INDUSTRIAL & ELEC	LIGHT	\$109.44

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312880	12/22/2023	484 MILNE NAIL,POWER TOOL & REPAIR	TRUCK TOOLS	\$93.63
312882	12/22/2023	6624 MOUNT'S LOCK, KEY & ENGRAVING, INC.	PAPER TOWEL DISPENSER KEYS	\$29.02
312893	12/22/2023	5460 NRC ENVIRONMENTAL SERVICES INC	ENCAMPMENT CLEANUP UNPAID TAX	\$40.61
312898	12/22/2023	4520 OTIS ELEVATOR	SERVICE- ELEVATORS @ KPD & FROST	\$7,826.38
312905	12/22/2023	241 PERFORMANCE SYSTEMS INTEGRATION	FIRE SYSTEM	\$320.67
312906	12/22/2023	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	EXTERIOR LIGHT	\$472.28
312908	12/22/2023	957 RANCH & HOME INC	SUPPLIES	\$226.33
312923	12/22/2023	7555 SHERWIN-WILLIAMS COMPANY	PAINT TO COVER GRAFFITI	\$279.30
312924	12/22/2023	680 SIERRA ELECTRIC, INC.	PARKING LOT LIGHTS	\$4,627.54
312937	12/22/2023	786 TERMINIX INTERNATIONAL COMPANY LIMITED PARTNERSHIP	EXTERIOR SPRAY FOR SPIDERS	\$271.75
312952	12/22/2023	104 WA STATE LABOR & INDUSTRIES	S.R ANNUAL OPERATING CERT	\$161.65
024 - Facilities Maintenance Subtotal:				\$127,474.18
026 - Economic Development				
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$62.82
312713	12/08/2023	1812 SUNBELT RENTALS	MANLIFT FOR HOLIDAY DECORATIONS	\$539.37
312824	12/22/2023	410 COMMUNITY ATTRIBUTES INC	ECONOMIC DEVELOPMENT STRATEGY PHASE II	\$4,405.92
312939	12/22/2023	3736 TRIDEC	TRIDEC CONTRACT	\$20,000.00
026 - Economic Development Subtotal:				\$25,008.11
032 - Accounting				
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$345.51
312693	12/08/2023	1314 REHN & ASSOCIATES, INC.	COBRA RENEWAL FEE	\$150.00
312895	12/22/2023	3700 OFFICE DEPOT INC	OFFICE SUPPLIES - CALENDARS	\$383.46
312911	12/22/2023	1314 REHN & ASSOCIATES, INC.	COBRA NOTICES	\$75.00
312950	12/22/2023	976 WA STATE AUDITOR'S OFFICE	ACCOUNTABILITY AUDIT NO:58153 PERIOD:22	\$5,529.60
032 - Accounting Subtotal:				\$6,483.57
033 - Human Resources				
312533	12/04/2023	560 GMP CONSULTANTS LLC	INTERIM HR DIRECTOR	\$9,537.50
312544	12/08/2023	6874 A WORKSAFE SERVICE INC	DOT PRE EMPLOYMENT TESTING	\$60.00
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$125.64
312641	12/08/2023	758 JESSIE WAGNON	ART FOR TRAFFIC BOX	\$300.00
312651	12/08/2023	759 KYUNG HEE BAE	ART FOR TRAFFIC BOX	\$300.00
312656	12/08/2023	9792 LOPEZ, JUAN	REIMBURSEMENT- CDL PHYSICAL	\$120.00
312673	12/08/2023	7969 MUSTANG SIGN GROUP, WANG ENTERPRISES	KENNEWICK AVE AND YELM ST TRAFFIC BOX WRAP	\$706.55
312679	12/08/2023	7831 ON SCENE MEDICAL SERVICES PC	PRE EMPLOYMENT TESTING/PHYSICALS	\$220.00
312699	12/08/2023	775 SANDY ARONSON	TRAFFIC UTILITY BOX WRAP	\$300.00
312716	12/08/2023	5827 TALOGY INC	CALIPER TESTS	\$1,600.08
312769	12/20/2023	790 TIMOTHY NKATA SENDI	REIMBURSEMENT TRAVEL COSTS FOR FINANCE CANDIDATE	\$684.90
312779	12/22/2023	6874 A WORKSAFE SERVICE INC	DOT PRE EMPLOYMENT TESTING	\$60.00
312883	12/22/2023	7969 MUSTANG SIGN GROUP, WANG ENTERPRISES	KENNEWICK AVE AND VISTA WAY TRAFFIC BOX WRAP	\$2,119.65

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312886	12/22/2023	1030 NAVIA BENEFIT SOLUTIONS, CLIENT PAY	FLEX PLAN SERVICES	\$610.60
312929	12/22/2023	8315 STERLING	NATIONAL CRIMINAL SEARCH	\$697.31
312931	12/22/2023	370 SUMMIT LAW GROUP, PLLC	LABOR NEGOTIATIONS	\$5,279.58
033 - Human Resources Subtotal:				\$22,721.81
034 - Civil Service				
312679	12/08/2023	7831 ON SCENE MEDICAL SERVICES PC	PRE EMPLOYMENT TESTING/PHYSICALS	\$1,606.00
312688	12/08/2023	326 PUBLIC SAFETY PSYCHOLOGICAL SERVICES	KPD PRE EMPLOYMENT TESTING	\$450.00
312896	12/22/2023	7831 ON SCENE MEDICAL SERVICES PC	KFD PRE EMPLOYMENT PHYSICAL	\$853.00
034 - Civil Service Subtotal:				\$2,909.00
035 - Customer Service				
EFT	12/01/2023	70016 U.S. BANK	MERCHANT FEES	\$29,704.48
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$314.10
312832	12/22/2023	3530 DATAPROSE INC	UB MAILINGS FOR 11/1-11/30	\$16,038.43
312856	12/22/2023	6 IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER	\$75.00
312953	12/22/2023	4479 WEBCHECK INC	LIEN SEARCH SVC NOV 2023	\$978.30
035 - Customer Service Subtotal:				\$47,110.31
036 - Code Enforcement				
312561	12/08/2023	9813 B-F JUVENILE JUSTICE CTR	GRAFFITI ABATEMENT PROGRAM	\$3,100.83
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$163.05
036 - Code Enforcement Subtotal:				\$3,263.88
042 - City Attorney				
312587	12/08/2023	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHRED SERVICE	\$38.49
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$188.46
312687	12/08/2023	3467 PRONTO PROCESS SERVICE, INC	MONTHLY COURIER FEE - NOV 2023	\$52.50
312746	12/08/2023	853 WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE SUBSCRIPTION - NOV 2023	\$2,714.73
312850	12/22/2023	747 GRAVIS LAW PLLC	FLAG PLAZA - DEC BILLING	\$1,389.25
312878	12/22/2023	5561 MENKE JACKSON BEYER EHLIS, & HARPER, LLP	REVIEW INTERIM CITY MANAGER CONTRACT	\$382.50
312897	12/22/2023	9478 OREGON MOTOR VEHICLES DIVISION	DOL PHOTO FOR TRIAL - J CUTBURTH XZ788257A	\$6.50
042 - City Attorney Subtotal:				\$4,772.43
051 - City Clerk				
312567	12/08/2023	34 BENTON COUNTY AUDITOR	RECORDING FEES ROW VACATION11257 & 11343 W CLEARWA	\$207.50
312568	12/08/2023	34 BENTON COUNTY AUDITOR	RECORDING FEES 1026 & 1048 N LINCOLN ST	\$205.50
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$125.64
312754	12/13/2023	34 BENTON COUNTY AUDITOR	LICENSING AGREEMENT-517 CROSSWIND BLVD	\$208.50
312938	12/22/2023	172 THE TRI-CITY HERALD	LEGAL NOTICE ORD 6039, 6040, 6041 SUMMARIES	\$545.42
051 - City Clerk Subtotal:				\$1,292.56
053 - Purchasing				

City of Kennewick
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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$159.45
053 - Purchasing Subtotal:				\$159.45
054 - Information Technology				
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$691.02
312708	12/08/2023	8210 SMARSH INC	NET GUARD	\$1,484.44
312718	12/08/2023	8 TELCO WIRING & REPAIR INC	CITY NETWORK CONNECTIONS	\$7,504.62
312752	12/08/2023	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$7,367.68
312814	12/22/2023	8295 CENTURYLINK	PS/ALI - ALI/SR PER 100 REC	\$7.02
312820	12/22/2023	8131 CIVICPLUS, ICON ENTERPRISES INC	CIVICCLERK ANNUAL MAINTENANCE	\$16,795.86
312856	12/22/2023	6 IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER	\$31.54
312935	12/22/2023	8 TELCO WIRING & REPAIR INC	CITY NETWORK CONNECTIONS	\$7,504.62
054 - Information Technology Subtotal:				\$41,386.80
062 - Planning				
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$219.87
312938	12/22/2023	172 THE TRI-CITY HERALD	LEGAL PUBLICATION - DCA-2023-0003 NOPH	\$339.18
062 - Planning Subtotal:				\$559.05
070 - Police Revenues				
312542	12/06/2023	99994 CPL REFUNDS	CPL REFUND - 12/6/2023	\$32.00
312956	12/27/2023	99994 CPL REFUNDS	004198-0005 REFUND	\$49.25
070 - Police Revenues Subtotal:				\$81.25
071 - KPD-Administration				
312587	12/08/2023	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES	\$278.12
312589	12/08/2023	422 CLARITY POINT PLLC	WELLNESS PROGRAM	\$1,446.42
312653	12/08/2023	2280 LANGUAGE LINE SERVICES, INC	INTERPRETATION SERVICES	\$240.02
312734	12/08/2023	4764 UNITED PARCEL SERVICE, UPS	SHIPPING	\$153.89
312752	12/08/2023	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$242.05
312784	12/22/2023	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$225.00
312821	12/22/2023	422 CLARITY POINT PLLC	WELLNESS PROGRAM	\$600.00
312869	12/22/2023	10857 LEXIPOL LLC	ANNUAL LE POLICY MANUAL/TRAINING BULLETINS/MANUALS	\$27,674.39
312944	12/22/2023	4764 UNITED PARCEL SERVICE, UPS	SHIPPING	\$399.19
071 - KPD-Administration Subtotal:				\$31,259.08
072 - KPD-Criminal Investigation				
312572	12/08/2023	4965 BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	\$70.66
312581	12/08/2023	5662 CELLEBRITE USA, CORP	STANDARD ULTIMATE SUBSCRIPTION RENEWAL	\$7,424.21
312665	12/08/2023	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$81.53
312715	12/08/2023	7988 T-MOBILE USA, INC, LAW ENFORCEMENT RELATIONS	TIMING ADVANCE	\$25.00
312719	12/08/2023	776 THE BANCORP BANK	PROCESSING FEE	\$80.00
312725	12/08/2023	7228 TRANSUNION RISK ALTERNATIVE, DATA SOLUTIONS INC	PEOPLE SEARCH	\$200.88

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312784	12/22/2023	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$276.00
312856	12/22/2023	6 IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER	\$7.38
312877	12/22/2023	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$81.53
312888	12/22/2023	4055 NET TRANSCRIPTS INC	TRANSCRIPTS	\$170.00
072 - KPD-Criminal Investigation Subtotal:				\$8,417.19
073 - KPD-Patrol				
312572	12/08/2023	4965 BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	\$141.31
312602	12/08/2023	9827 DAY WIRELESS SYSTEMS	RADIO MAINTENANCE	\$991.34
312665	12/08/2023	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$754.15
312686	12/08/2023	4186 PROFORCE LAW ENFORCEMENT	REVERSE INCORRECT CREDIT PD RIFLE ACCESSORIES	\$973.18
312689	12/08/2023	957 RANCH & HOME INC	K9 SUPPLIES	\$115.20
312784	12/22/2023	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$276.00
312797	12/22/2023	3649 AXON ENTERPRISE INC	AXON CONTRACT YEAR 3 ADDL VEHICLE EQUIPMENT	\$3,010.59
312833	12/22/2023	9827 DAY WIRELESS SYSTEMS	RADIO MAINTENANCE	\$879.37
312877	12/22/2023	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$992.75
073 - KPD-Patrol Subtotal:				\$8,133.89
074 - KPD-Staff Services				
EFT	12/01/2023	70016 U.S. BANK	MERCHANT FEES	\$59.99
312572	12/08/2023	4965 BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	\$70.65
312602	12/08/2023	9827 DAY WIRELESS SYSTEMS	KDS RADIOS	\$1,089.00
312712	12/08/2023	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$122.95
312743	12/08/2023	1033 WASHINGTON STATE PATROL	CPL BACKGROUND CHECKS	\$609.50
312784	12/22/2023	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$96.00
312795	12/22/2023	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	PSS UNIFORMS	\$252.10
312806	12/22/2023	84 BENTON PUD NO. 1	ELECTRICITY	\$19.56
312928	12/22/2023	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$315.98
074 - KPD-Staff Services Subtotal:				\$2,635.73
075 - KPD-Intergovernmental				
312802	12/22/2023	14 BENTON COUNTY	JAIL SERVICE - NOV 2023	\$144,920.58
075 - KPD-Intergovernmental Subtotal:				\$144,920.58
076 - KPD-Special Services				
312545	12/08/2023	8623 ACE SALES & SERVICE INC	PORTABLE TOILET - SHOOTING RANGE	\$68.90
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$4,051.89
312698	12/08/2023	2681 SAGE CONTROL ORDNANCE, INC.	SAGE MUNITIONS	\$3,458.60
312806	12/22/2023	84 BENTON PUD NO. 1	ELECTRICITY	\$73.39
076 - KPD-Special Services Subtotal:				\$7,652.78
081 - Fire Administration				
312547	12/08/2023	109 ADVANCED FITNESS SOLUTIONS LLC	FITNESS EQUIPMENT - REPAIRS & LABOR	\$1,377.23

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312548	12/08/2023	109	ADVANCED FITNESS SOLUTIONS LLC	FITNESS EQUIPMENT - REPAIR & LABOR
312583	12/08/2023	7496	CHAPLAIN SERVICES NETWORK	CHAPLAIN SERVICES NETWORK 2023-2024
312587	12/08/2023	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES
312610	12/08/2023	166	FARMERS EXCHANGE	PROPANE
312617	12/08/2023	644	FITCH & ASSOCIATES, LLC	STANDARD OF COVER CONSULTANT
312636	12/08/2023	502	HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING
312689	12/08/2023	957	RANCH & HOME INC	PROPANE
312728	12/08/2023	168	TRILOGY MEDWASTE WEST LLC	RX DISPOSAL SERVICES
312784	12/22/2023	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL
312788	12/22/2023	5681	AMERIGAS PROPANE LP	PROPANE
312804	12/22/2023	44	BENTON COUNTY FIRE DISTRICT #1	2023 SEWSOG ASSESSMENT
312928	12/22/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS #3 - SUPPLIES
312940	12/22/2023	168	TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL
081 - Fire Administration Subtotal:				\$30,734.58
082 - Fire Suppression				
312573	12/08/2023	784	THE BLOWHARD COMPANY	RETROFIT BATTERY REPLACEMENT KIT
312621	12/08/2023	5823	GALLS, LLC	UNIFORM PANT
312664	12/08/2023	1206	MED-TECH RESOURCE INC	STRUCTURAL FF GLOVES
312701	12/08/2023	7872	SEA WESTERN INC	PARTICULATE BLOCKING HOOD
312778	12/22/2023	552	10TH AVENUE CLEANERS, LLC	UNIFORM ALTERATIONS
312818	12/22/2023	100	CITY OF RICHLAND	2023 VHF MAINT & DIRECT COSTS
312843	12/22/2023	792	FIRE INNOVATIONS LLC	INSTRUCTOR-LED FIREFIGHTER TRAINING
312846	12/22/2023	5823	GALLS, LLC	UNIFORM SHIRTS
312856	12/22/2023	6	IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER
312892	12/22/2023	5059	NORTHWEST SAFETY CLEAN	TURNOUT CLEANING AND INSPECTION
312918	12/22/2023	7872	SEA WESTERN INC	TURNOUT PANTS
312945	12/22/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING
082 - Fire Suppression Subtotal:				\$23,311.81
083 - Fire Prevention/Investigation				
312784	12/22/2023	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL
312918	12/22/2023	7872	SEA WESTERN INC	INSPECTOR TURNOUT PANTS
083 - Fire Prevention/Investigation Subtotal:				\$1,946.25
090 - Engineering				
312556	12/08/2023	165	ARCTIC GLACIER USA INC	ICE
312636	12/08/2023	502	HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING
312678	12/08/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES
312723	12/08/2023	1479	TOPCON SOLUTIONS STORE, PORTLAND PRECISION INSTRU	MAGNET FIELD MAINTENANCE 12 MO; S/N 2162445888
090 - Engineering Subtotal:				\$1,823.28

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
100 - GF-Nondepartmental					
EFT	12/15/2023	511	WA STATE DEPT OF RETIREMENT, SYSTEMS	PRIOR SERVICE CONTRIBUTION	\$217.00
312600	12/08/2023	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$535.90
312662	12/08/2023	8208	MCBRIDE PUBLIC AFFAIRS LLC, THOMAS AND ANGELA MCB	LOBBYIST EXPENSES	\$4,120.00
312671	12/08/2023	5112	MOON SECURITY SERVICES, INC	MCL - 113129	\$50.00
312792	12/22/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2023 HVAC MAINT NOVEMBER	\$1,052.26
312801	12/22/2023	8297	BENTON CO COMMISSIONERS	BCDC/PROB FEES (16.89%) - NOVEMBER 2023	\$83,878.46
312806	12/22/2023	84	BENTON PUD NO. 1	ELECTRICITY	\$1,869.28
312812	12/22/2023	83	CASCADE NATURAL GAS	GAS SERVICE	\$1,626.94
312829	12/22/2023	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$451.11
312857	12/22/2023	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - NOVEMBER 2023	\$5,222.00
100 - GF-Nondepartmental Subtotal:					\$99,022.95
Total For Fund 001					\$727,163.55
Fund 102					
010 - Fund Activity					
312549	12/08/2023	9968	AG SPRAY EQUIPMENT, FIMCO INC	BANJO CLAMP FOR DE ICER TRUCK	\$5.42
312563	12/08/2023	3707	BAXTER AUTO PARTS	FUEL SUPPLEMENT FOR SNOW TRUCKS	\$47.15
312608	12/08/2023	2160	ENVIROTECH SERVICES INC.	APEX DE-ICER	\$8,067.96
312625	12/08/2023	4759	GRIGG ENTERPRISES INC, ACE HARDWARE	OE CLOTHING	\$274.40
312636	12/08/2023	502	HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$326.10
312647	12/08/2023	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - NOVEMBER 2023	\$142.70
312648	12/08/2023	78	KENNEWICK INDUSTRIAL & ELEC	ELECTRICAL TAPE FOR SNOW PRE WET SYSTEMS	\$77.03
312689	12/08/2023	957	RANCH & HOME INC	JACK STANDS FOR SNOW BOX	\$93.39
312895	12/22/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	\$63.88
312908	12/22/2023	957	RANCH & HOME INC	TRAILER LOCK	\$89.34
312938	12/22/2023	172	THE TRI-CITY HERALD	SOLID WASTE RATE INCREASE AD FOR 2024	\$134.38
010 - Fund Activity Subtotal:					\$9,321.75
110 - Traffic					
312556	12/08/2023	165	ARCTIC GLACIER USA INC	ICE	\$63.88
312560	12/08/2023	781	AWARE360 LTD	LONE WORKER DEVICE APP ANNUAL CHARGE	\$495.00
312562	12/08/2023	4052	BATTERIES PLUS	BATTERIES	\$209.94
312578	12/08/2023	1817	RADIO SERVICE COMPANY INC	MAINTENANCE CHARGES	\$55.75
312612	12/08/2023	8774	FASTENAL COMPANY	BOLTS, LOCK WASHERS	\$12.53
312624	12/08/2023	1775	GRAINGER	FR CLOTHING FOR PJ	\$1,702.45
312636	12/08/2023	502	HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$224.67
312647	12/08/2023	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - NOVEMBER 2023	\$142.70
312685	12/08/2023	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	HAND TOOLS	\$266.53
312705	12/08/2023	680	SIERRA ELECTRIC, INC.	REPAIR DIRECT BURIAL WIRE	\$1,002.93

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312724	12/08/2023	8672 TRAFFICALM SYSTEMS, ARIZONA TRANSFORMER CO	RADAR	\$489.80
312799	12/22/2023	4052 BATTERIES PLUS	BATTERY AND CHARGERS	\$264.31
312806	12/22/2023	84 BENTON PUD NO. 1	ELECTRICITY	\$24,565.54
312848	12/22/2023	1775 GRAINGER	CHAINWRENCH	\$408.60
312891	12/22/2023	4748 NORTH COAST ELECTRIC COMPANY	3/8 HEX ADAPTER	\$11.63
312906	12/22/2023	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	HAND TOOLS	\$91.19
312924	12/22/2023	680 SIERRA ELECTRIC, INC.	TROUBLE SHOOTING WITH SIERRA	\$1,639.50
312932	12/22/2023	3697 SUNWEST SPORTSWEAR, A DIVISION OF US LINEN	FR NAME STITCHING	\$212.18
110 - Traffic Subtotal:				\$31,859.13
Total For Fund 102				\$41,180.88
Fund 103				
010 - Fund Activity				
312565	12/08/2023	34 BENTON COUNTY AUDITOR	P2301 RECORDING FEE/REC OF SURVEY	\$323.50
312638	12/08/2023	529 INTERMOUNTAIN MATERIAL TESTING	P2301 MATERIAL TESTING & SAMPLING SERVICES	\$3,628.00
312691	12/08/2023	3569 RAY POLAND AND SONS INC	2023 CITYWIDE ASPHALT PATCHING	\$34,875.60
010 - Fund Activity Subtotal:				\$38,827.10
Total For Fund 103				\$38,827.10
Fund 106				
000 - Fund Activity				
EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$95.92
000 - Fund Activity Subtotal:				\$95.92
010 - Fund Activity				
312718	12/08/2023	8 TELCO WIRING & REPAIR INC	CITY NETWORK CONNECTIONS	\$7,957.81
312935	12/22/2023	8 TELCO WIRING & REPAIR INC	CITY NETWORK CONNECTIONS	\$7,957.81
010 - Fund Activity Subtotal:				\$15,915.62
Total For Fund 106				\$16,011.54
Fund 107				
130 - CDBG				
312555	12/08/2023	7859 ARC OF TRI-CITIES, THE	2023 CDBG SCHOLARSHIPS	\$24,000.00
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$31.41
312920	12/22/2023	1129 SENIOR LIFE RESOURCES, INC.	2023 CDBG 4 QTR. INVOICE MEALS ON WHEELS	\$8,750.00
130 - CDBG Subtotal:				\$32,781.41
140 - HOME				
312570	12/08/2023	4125 BENTON-FRANKLIN TITLE CO.	DPA 6-YR OF AFFORD. 2K17-18	\$280.00
312807	12/22/2023	4125 BENTON-FRANKLIN TITLE CO.	DPA 6-YR OF AFFORD. 2K17-19	\$280.00
140 - HOME Subtotal:				\$560.00

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Total For Fund 107				\$33,341.41
Fund 111				
010 - Fund Activity				
312564	12/08/2023	2595 BENNETT, CHRIS	CAT REIMBURSEMENT	\$420.00
010 - Fund Activity Subtotal:				\$420.00
Total For Fund 111				\$420.00
Fund 116				
010 - Fund Activity				
312543	12/06/2023	73761 TRI-CITIES VISITOR & CONV. BUR	NOVEMBER-23 TOURISM	\$92,649.96
312726	12/08/2023	176 TRI-CITIES VISITOR &, CONVENTION BUREAU	CONTRACT DUES 2023-NOVEMBER	\$22,639.00
010 - Fund Activity Subtotal:				\$115,288.96
Total For Fund 116				\$115,288.96
Fund 117				
000 - Fund Activity				
EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$124.39
000 - Fund Activity Subtotal:				\$124.39
042 - City Attorney				
312587	12/08/2023	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHRED SERVICE	\$12.83
312687	12/08/2023	3467 PRONTO PROCESS SERVICE, INC	MONTHLY COURIER FEE - NOV 2023	\$17.50
312746	12/08/2023	853 WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE SUBSCRIPTION - NOV 2023	\$881.56
312916	12/22/2023	10226 SANGUINO, LAURENCIO	REIMBURSE MILEAGE 10/1/23 THRU 12/6/23	\$235.80
042 - City Attorney Subtotal:				\$1,147.69
072 - KPD-Criminal Investigation				
312711	12/08/2023	7685 SPECIAL CONSULTING SERVICES, LLC	UNSOLVED HOMICIDE/MISSING PERSON/ORG. CONSULTATION	\$2,500.00
072 - KPD-Criminal Investigation Subtotal:				\$2,500.00
073 - KPD-Patrol				
312686	12/08/2023	4186 PROFORCE LAW ENFORCEMENT	REVERSE INCORRECT CREDIT PD RIFLE ACCESSORIES	\$578.87
073 - KPD-Patrol Subtotal:				\$578.87
Total For Fund 117				\$4,350.95
Fund 118				
010 - Fund Activity				
312586	12/08/2023	10777 CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	\$5,538.13
312605	12/08/2023	10225 DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	\$7,400.86
312609	12/08/2023	10912 EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	\$3,864.40
312620	12/08/2023	397 GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	\$3,750.73

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312629	12/08/2023	403 HAYLEY J. N. WEBSTER	NW HIDTA EXECUTIVE ASSISTANT	\$3,405.97
312669	12/08/2023	301 MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	\$3,750.00
312690	12/08/2023	10914 RASK, ANDREA ROBIN	NW HIDTA OPERATIONS MANAGER	\$5,089.02
312697	12/08/2023	10915 ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	\$4,860.13
312703	12/08/2023	396 SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	\$3,864.40
312745	12/08/2023	10001 WEINER, JONATHAN M	NW HIDTA DIRECTOR	\$8,661.36
312763	12/15/2023	10914 RASK, ANDREA ROBIN	NW HIDTA OPERATIONS MANAGER	\$5,089.02
312785	12/22/2023	465 AFFIRMA CONSULTING LLC	NOVEMBER SUPPORT 11/1/23 - 11/30/23	\$2,091.00
312816	12/22/2023	10777 CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	\$5,538.13
312825	12/22/2023	785 JAMES SANTERELLI ENTERPRISES LLC	CONTAINER SHREDDING 11/21/23	\$70.00
312834	12/22/2023	10225 DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	\$7,400.86
312837	12/22/2023	10912 EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	\$3,864.40
312844	12/22/2023	10727 FORENSIC TECHNOLOGY	HIDTA NIBIN CARTRIDGE CASES ACQUISITION & TRIAGE	\$171,899.60
312845	12/22/2023	397 GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	\$3,750.73
312852	12/22/2023	403 HAYLEY J. N. WEBSTER	NW HIDTA EXECUTIVE ASSISTANT	\$3,405.97
312864	12/22/2023	774 KELLEY CONNECT CO	ANNUAL MAINTENANCE FOR COPIER 11/7/23-11/6/24	\$396.90
312881	12/22/2023	301 MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	\$4,330.88
312904	12/22/2023	10911 PEOPLESPLACE, INTERIOR OFFICE SOLUTIONS	A/V CABINET	\$4,804.30
312909	12/22/2023	10914 RASK, ANDREA ROBIN	NW HIDTA OPERATIONS MANAGER	\$5,927.46
312913	12/22/2023	10915 ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	\$4,860.13
312919	12/22/2023	262 SELIG FAMILY HOLDINGS LLC	MONTHLY RENT	\$20,130.16
312922	12/22/2023	396 SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	\$4,025.14
312954	12/22/2023	10001 WEINER, JONATHAN M	NW HIDTA DIRECTOR	\$10,613.93
010 - Fund Activity Subtotal:				\$308,383.61
Total For Fund 118				\$308,383.61
Fund 200				
256 - 2022 GO Bond Issue				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE PAYMENT - KENLTGO22A	\$218,100.00
256 - 2022 GO Bond Issue Subtotal:				\$218,100.00
270 - 2011 GO Refunding Bonds				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENLTGOREF11	\$631,425.00
270 - 2011 GO Refunding Bonds Subtotal:				\$631,425.00
280 - 2015B GO Bond Issue				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENLTGREF15B	\$717,125.00
280 - 2015B GO Bond Issue Subtotal:				\$717,125.00
285 - 2015A GO Bond Issue				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENLTGO15A	\$357,161.50

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
285 - 2015A GO Bond Issue Subtotal:				\$357,161.50
290 - 2016 GO Bond Issue				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENLTGO16	\$374,345.00
290 - 2016 GO Bond Issue Subtotal:				\$374,345.00
295 - 2020A GO Bond Issue				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENLTGO20A	\$423,943.75
295 - 2020A GO Bond Issue Subtotal:				\$423,943.75
296 - 2020B GO Bond Refunding				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENLTGO20B	\$672,900.00
296 - 2020B GO Bond Refunding Subtotal:				\$672,900.00
Total For Fund 200				\$3,395,000.25
Fund 300				
010 - Fund Activity				
312582	12/08/2023	466 CENTRAL PAVING LLC	CANYON LAKES POA SPEED HUMPS	\$25,109.70
312607	12/08/2023	182 ELLISON EARTHWORKS LLC	P2111 PAY EST 4	\$217,925.58
312672	12/08/2023	8982 MORENO & NELSON CONSTRUCTION,, CORP	P2315 PAY EST 1 FINAL	\$117,871.43
312683	12/08/2023	6433 PAVEMENT SURFACE CONTROL	P2314 PAY EST 3	\$67,296.28
010 - Fund Activity Subtotal:				\$428,202.99
160 - Land & Facilities				
312571	12/08/2023	575 BERRY DUNN MCNEIL & PARKER LLC	COMPREHENSIVE PLAN CONSULTANT	\$14,725.00
312619	12/08/2023	80 BUSINESS INTERIORS OF IDAHO	CITY HALL-ONE STOP COVID-19 BARRIER UPGRADE	\$3,380.54
312670	12/08/2023	1086 MONARCH MACHINE & TOOL CO INC	CIVIC SPLASH PAD EQUIPMENT OFFLOADING.	\$871.20
312809	12/22/2023	561 BNB MECHANICAL INC	SALES TAX LSCOTT PARK - LIFT STATION REPAIR	\$8,934.17
312858	12/22/2023	1112 IRRIGATION SPECIALISTS INC	COLUMBIA PARK IRRIGATION PUMP STATION	\$32,882.76
312865	12/22/2023	78 KENNEWICK INDUSTRIAL & ELEC	EXTERIOR LIGHTS	\$514.43
312867	12/22/2023	638 AQUATIX BY LANDSCAPE STRUCTURES	CIVIC SPLASH PAD	\$299,093.53
312924	12/22/2023	680 SIERRA ELECTRIC, INC.	REPLACE EXTERIOR LIGHTS AT 10TH AVE SHOPS	\$4,934.98
312938	12/22/2023	172 THE TRI-CITY HERALD	PARKS & REC - PATHWAYS & TRAILS MASTER PLAN	\$358.97
160 - Land & Facilities Subtotal:				\$365,695.58
170 - Capital Purchases				
312943	12/22/2023	1566 TYLER TECHNOLOGIES INC	EDEN REPLACEMENT PROJECT - CONTRACT 19-013	\$7,840.00
170 - Capital Purchases Subtotal:				\$7,840.00
Total For Fund 300				\$801,738.57
Fund 303				
010 - Fund Activity				

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312554	12/08/2023	501 APOLLO, INC.	P2012 PAY EST 8	\$587,125.12
312607	12/08/2023	182 ELLISON EARTHWORKS LLC	P2010 PAY EST 3	\$250,377.49
312798	12/22/2023	5867 BAER TESTING	TESTING FOR P2012 (STEPTOE & GAGE BLVD)	\$3,740.00
312926	12/22/2023	570 SKYLINE ELECTRIC & MFG CO INC	SKYLINE METER LOAD CENTER SHIPPING	\$8,154.92
010 - Fund Activity Subtotal:				\$849,397.53
Total For Fund 303				\$849,397.53
Fund 350				
000 - Fund Activity				
312770	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-0889 REFUND	\$1,064.00
312771	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2490 REFUND	\$1,064.00
312772	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2489 REFUND	\$1,064.00
312773	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2804 REFUND	\$1,064.00
312774	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-0890 REFUND	\$1,064.00
312775	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2807 REFUND	\$1,064.00
312776	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2806 REFUND	\$1,064.00
312777	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2805 REFUND	\$1,064.00
000 - Fund Activity Subtotal:				\$8,512.00
010 - Fund Activity				
EFT	12/12/2023	2900 U.S. ARMY CORPS OF ENGINEERS, WALLA WALLA DISTRIC	ADMINISTRATIVE FEE	\$11,300.00
010 - Fund Activity Subtotal:				\$11,300.00
Total For Fund 350				\$19,812.00
Fund 360				
000 - Fund Activity				
312770	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-0889 REFUND	\$1,515.00
312771	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2490 REFUND	\$1,515.00
312772	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2489 REFUND	\$1,515.00
312773	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2804 REFUND	\$1,515.00
312774	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-0890 REFUND	\$1,515.00
312775	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2807 REFUND	\$1,515.00
312776	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2806 REFUND	\$1,515.00
312777	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2805 REFUND	\$1,515.00
000 - Fund Activity Subtotal:				\$12,120.00
Total For Fund 360				\$12,120.00
Fund 371				
010 - Fund Activity				
312550	12/08/2023	10058 ALLIANCE MANAGEMENT &, CONSTRUCTION SOLUTIONS	CONTRACT 19-020 MOD.3 - FS #1 CONST. MGMT.	\$1,425.00

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312585	12/08/2023	4185 CHRISTENSEN INC	FS#1 PROPANE TANK FOR EMERGENCY GENERATOR	\$16,073.93
312624	12/08/2023	1775 GRAINGER	CONDENSATE SEPARATOR FOR FS#1 GENERATOR	\$244.88
312717	12/08/2023	7079 TCA ARCHITECTURE PLANNING INC	FIRE STATION #1 ARCHITECTURAL SERVICES	\$3,655.06
312872	12/22/2023	10613 LOCUTION SYSTEMS, INC.	FS#1 LOCUTION STATION ALERTING SYSTEM	\$4,296.91
312928	12/22/2023	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS#1 ADMIN SUPPLIES	\$141.98
312934	12/22/2023	7079 TCA ARCHITECTURE PLANNING INC	FIRE STATION #1 ARCHITECTURAL SERVICES	\$1,696.00
010 - Fund Activity Subtotal:				\$27,533.76
Total For Fund 371				\$27,533.76
Fund 402				
000 - Fund Activity				
312764	12/20/2023	99993 AMBULANCE REFUNDS	280-KFD2304766 REFUND	\$50.00
312765	12/20/2023	99993 AMBULANCE REFUNDS	280-KFD2307760 REFUND	\$80.00
312766	12/20/2023	99993 AMBULANCE REFUNDS	280-KFD2308684 REFUND	\$112.01
312767	12/20/2023	99993 AMBULANCE REFUNDS	280-KFD2309735 REFUND	\$16.91
000 - Fund Activity Subtotal:				\$258.92
010 - Fund Activity				
EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$13,550.98
312575	12/08/2023	3495 BOUND TREE MEDICAL LLC	BANDAGE & TAMPER EVIDENT SEAL	\$426.95
312579	12/08/2023	7715 CARDINAL HEALTH 411, INC	MEDS	\$728.40
312583	12/08/2023	7496 CHAPLAIN SERVICES NETWORK	CHAPLAIN SERVICES NETWORK 2023-2024	\$1,237.50
312587	12/08/2023	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES	\$74.11
312610	12/08/2023	166 FARMERS EXCHANGE	PROPANE	\$16.80
312617	12/08/2023	644 FITCH & ASSOCIATES, LLC	STANDARD OF COVER CONSULTANT	\$14,960.50
312621	12/08/2023	5823 GALLS, LLC	UNIFORM PANT	\$931.14
312633	12/08/2023	10586 HENRY SCHEIN INC	NITRONOX O-RING	\$9.40
312655	12/08/2023	8868 LIFE-ASSIST	N95 SURGICAL MASKS	\$2,816.09
312664	12/08/2023	1206 MED-TECH RESOURCE INC	OXYGEN REGULATOR & COT COVER	\$654.07
312680	12/08/2023	917 OXARC, INC.	OXYGEN	\$239.77
312689	12/08/2023	957 RANCH & HOME INC	PROPANE	\$14.62
312701	12/08/2023	7872 SEA WESTERN INC	DUAL PURPOSE & STRUCTURAL BOOTS	\$149.96
312728	12/08/2023	168 TRILOGY MEDWASTE WEST LLC	RX DISPOSAL SERVICES	\$15.37
312753	12/08/2023	6869 ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	\$1,603.52
312778	12/22/2023	552 10TH AVENUE CLEANERS, LLC	UNIFORM ALTERATIONS	\$163.76
312784	12/22/2023	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$131.68
312788	12/22/2023	5681 AMERIGAS PROPANE LP	PROPANE	\$73.95
312810	12/22/2023	3495 BOUND TREE MEDICAL LLC	IV & GENERAL MEDICAL SUPPLIES	\$820.40
312811	12/22/2023	7715 CARDINAL HEALTH 411, INC	MEDICATION	\$1,381.71
312818	12/22/2023	100 CITY OF RICHLAND	2023 VHF MAINT & DIRECT COSTS	\$19,338.43
312846	12/22/2023	5823 GALLS, LLC	UNIFORM SHIRTS	\$870.50

City of Kennewick
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12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312870	12/22/2023	8868 LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	\$3,524.31
312875	12/22/2023	3664 MCLELLAN, SCOTT	TRAVEL REIMBURSEMENT	\$75.03
312876	12/22/2023	1206 MED-TECH RESOURCE INC	STRETCHER	\$349.52
312890	12/22/2023	5532 NORCO, INC.	NITROUS OXIDE	\$41.81
312900	12/22/2023	917 OXARC, INC.	OXYGEN	\$379.47
312928	12/22/2023	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS #3 - SUPPLIES	\$968.72
312930	12/22/2023	5689 STRYKER SALES CORPORATION, STRYKER MEDICAL	LUCAS SUCTION CUP	\$1,272.25
312933	12/22/2023	10778 SYSTEMS DESIGN WEST LLC	EMS BILLING NOVEMBER 2023	\$10,052.96
312936	12/22/2023	7618 TELEFLEX LLC	EZ-IO NEEDLES	\$1,115.50
312940	12/22/2023	168 TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL	\$15.37
312945	12/22/2023	5807 UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	\$691.77
010 - Fund Activity Subtotal:				\$78,696.32
Total For Fund 402				\$78,955.24
Fund 403				
000 - Fund Activity				
312770	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-0889 REFUND	\$1,305.21
312771	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2490 REFUND	\$1,352.25
312772	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2489 REFUND	\$1,305.21
312773	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2804 REFUND	\$1,399.42
312774	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-0890 REFUND	\$1,352.25
312775	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2807 REFUND	\$1,426.17
312776	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2806 REFUND	\$1,426.17
312777	12/20/2023	99991 PERMIT REFUNDS	BLDR-2023-2805 REFUND	\$1,291.77
000 - Fund Activity Subtotal:				\$10,858.45
010 - Fund Activity				
EFT	12/01/2023	70016 U.S. BANK	MERCHANT FEES	\$5,087.79
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$423.91
312740	12/08/2023	777 WABO WASHINGTON ASSOCIATION, OF BUILDING OFFICIAL	2024 WABO MEMBERSHIP DUES	\$205.00
312856	12/22/2023	6 IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER	\$11.40
010 - Fund Activity Subtotal:				\$5,728.10
Total For Fund 403				\$16,586.55
Fund 405				
010 - Fund Activity				
EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$3,741.21
312560	12/08/2023	781 AWARE360 LTD	LONE WORKER DEVICE APP ANNUAL CHARGE	\$495.00
312566	12/08/2023	34 BENTON COUNTY AUDITOR	P2116 RECORDING FEE/ RECORD FOR SURVEY	\$323.50
312578	12/08/2023	1817 RADIO SERVICE COMPANY INC	MAINTENANCE CHARGES	\$55.75

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$391.31
312750	12/08/2023	7226 WINCAN LLC, PIPELINE ANALYTICS LLC	CAMERA SOFTWARE FOR STORM TV VAN	\$1,922.80
312752	12/08/2023	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$71.25
312851	12/22/2023	4759 GRIGG ENTERPRISES INC, ACE HARDWARE	OE UNIFORM	\$137.20
312910	12/22/2023	366 REESE CONCRETE PRODUCTS MFG, INC	JET SET FOR STORM REPAIRS	\$304.36
010 - Fund Activity Subtotal:				\$7,442.38
Total For Fund 405				\$7,442.38

Fund 410**000 - Fund Activity**

EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$76.97
312630	12/08/2023	865 HD FOWLER COMPANY INC	INV 400 HD FOWLER	\$8,470.96
312757	12/13/2023	70027 CITY OF KENNEWICK	WTR USED ACCT#49009556-00	\$1,033.09
312758	12/13/2023	99995 HYDRANT REFUNDS	FHM-2023-0784 HYDRANT METER REFUND	\$400.00
312759	12/13/2023	99995 HYDRANT REFUNDS	FHM-2023-0418 REFUND	\$400.00
312760	12/13/2023	99995 HYDRANT REFUNDS	FHM-2023-2587 HYDRANT METER REFUND	\$354.05
312761	12/13/2023	99995 HYDRANT REFUNDS	FHM-2023-2015 REFUND	\$232.86
312853	12/22/2023	865 HD FOWLER COMPANY INC	INV 300 HD FOWLER	\$6,587.03
000 - Fund Activity Subtotal:				\$17,554.96

010 - Fund Activity

EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$76,652.34
312552	12/08/2023	2738 ANATEK LABS INC	P2318 THIRD PARTY TESTING	\$1,808.00
312556	12/08/2023	165 ARCTIC GLACIER USA INC	ICE	\$102.20
312560	12/08/2023	781 AWARE360 LTD	LONE WORKER DEVICE APP ANNUAL CHARGE	\$990.00
312563	12/08/2023	3707 BAXTER AUTO PARTS	TERMINAL FOR LAB VACUUM PUMP CONNECTION	\$8.28
312569	12/08/2023	93 BENTON FRANKLIN DISTRICT, HEALTH	HAB CYANOTOXIN TESTING	\$446.16
312578	12/08/2023	1817 RADIO SERVICE COMPANY INC	MAINTENANCE CHARGES	\$55.74
312588	12/08/2023	100 CITY OF RICHLAND	ASBESTOS WASTE FROM OLD FIRE HYDRANTS	\$35.02
312592	12/08/2023	770 COLUMBIA INDUSTRIAL COATINGS LLC	LEAK REPAIR FOR FLOC MIXER 12	\$652.20
312594	12/08/2023	4226 CONCRETE SPECIAL TIES	CONCRETE TUBE FOR FLAG LIGHT	\$23.08
312595	12/08/2023	4853 CONNELL OIL INC, 76 DISTRIBUTING	OIL FOR FLOC MIXERS AT WATER PLANT	\$1,055.49
312597	12/08/2023	143 CORRECT EQUIPMENT INC	DPD DISPENSERS AND REFILLS	\$520.55
312603	12/08/2023	767 DDB LLC	P2113 PAY EST 2	\$111,368.59
312614	12/08/2023	4147 FEDEX	SHIPPING	\$13.14
312615	12/08/2023	86 FERGUSON ENTERPRISES INC	AMI SMARTPOINT	\$304,635.62
312624	12/08/2023	1775 GRAINGER	CLEANER SPONGE FOR THE UV QUARTZ	\$2,052.92
312625	12/08/2023	4759 GRIGG ENTERPRISES INC, ACE HARDWARE	OE UNIFORM - GRIGGS DEPT. STORE	\$303.81
312627	12/08/2023	2612 H & N ELECTRIC	RC5 VFD PUMP THREE REPAIR	\$1,684.85
312628	12/08/2023	15 HARBOR FREIGHT TOOLS	LOCATE TOOLS	\$69.45
312631	12/08/2023	6569 HDR INC	P1905 CONSULTANT INVOICE	\$12,577.05

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312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$2,502.51
312640	12/08/2023	4713 J-U-B ENGINEERS INC	P2211 CONSULTANT INVOICE	\$3,002.50
312646	12/08/2023	3349 KCDA PURCHASING COOPERATIVE	WTP LOW LIFT & INTAKE BUILDINGS ROOF REPLACEMENT	\$60,989.73
312647	12/08/2023	5148 KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - NOVEMBER 2023	\$147.05
312649	12/08/2023	608 KEVIN POSTEN	UNIFORM ALLOWANCE	\$231.45
312657	12/08/2023	8805 LUSTIG, JEREMY	REIMBURSEMENT PE LICENSE RENEWAL	\$116.00
312660	12/08/2023	317 MAHAFFEY ENTERPRISES INC	KELLOGG ST. & OKANOGAN LP	\$50,352.65
312666	12/08/2023	6441 MERRELL BROTHERS INC	P2209 CONSULTANT INVOICE	\$699,067.30
312667	12/08/2023	8441 MEYER, AUSTIN	UNIFORM ALLOWANCE	\$128.68
312670	12/08/2023	1086 MONARCH MACHINE & TOOL CO INC	REPAIR TO OVERHEAD VACTOR TUBE	\$408.37
312671	12/08/2023	5112 MOON SECURITY SERVICES, INC	SCADA - DAK0001	\$83.71
312678	12/08/2023	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$107.53
312695	12/08/2023	773 ROACH CONSTRUCTION COMPANY LLC	P2027 PAY EST 1	\$379,986.94
312696	12/08/2023	7529 ROE, CARY	REIMBURSEMENT PE LICENSE RENEWAL	\$116.00
312730	12/08/2023	393 TROJAN TECHNOLOGIES	DIAPHRAGMS FOR UV WIPER SYSTEM	\$582.09
312734	12/08/2023	4764 UNITED PARCEL SERVICE, UPS	SHIPPING	\$320.55
312735	12/08/2023	3564 US LINEN AND UNIFORM	LINEN SERVICE	\$118.44
312738	12/08/2023	164 WA STATE DEPARTMENT OF ECOLOGY	EL170046#3 WQC-2017-KENNEW-00222	\$3,237.10
312739	12/08/2023	63 WA STATE DEPT TRANSPORTATION, HIGHWAYS & LOCAL PR	P2211 GEN PERMIT	\$1,227.38
312742	12/08/2023	1035 WASHINGTON HARDWARE AND, FURNITURE CO	HEATER FOR BACK OF TV VAN GARAGE	\$81.47
312750	12/08/2023	7226 WINCAN LLC, PIPELINE ANALYTICS LLC	SUPPORT PLAN	\$2,500.00
312752	12/08/2023	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$466.43
312789	12/22/2023	7400 ANALYTICAL SERVICES INC	AEROBIC ENDOSPORE SAMPLES	\$265.00
312790	12/22/2023	2738 ANATEK LABS INC	DBP SAMPLING	\$3,570.00
312791	12/22/2023	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	3 CONTACTORS	\$424.20
312792	12/22/2023	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2023 HVAC MAINT NOVEMBER	\$2,818.76
312795	12/22/2023	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM	\$189.80
312805	12/22/2023	93 BENTON FRANKLIN DISTRICT, HEALTH	BAC T SAMPLES	\$2,615.00
312806	12/22/2023	84 BENTON PUD NO. 1	ELECTRICITY	\$101,483.81
312812	12/22/2023	83 CASCADE NATURAL GAS	GAS SERVICE	\$2,633.08
312817	12/22/2023	100 CITY OF RICHLAND	ASBESTOS PIPE DISPOSAL	\$7.21
312826	12/22/2023	4853 CONNELL OIL INC, 76 DISTRIBUTING	HYDRAULIC OIL FOR THE PLANT	\$73.51
312836	12/22/2023	9295 EUROFINS EATON ANALYTICAL INC	UCMR5 SAMPLING	\$1,575.00
312838	12/22/2023	166 FARMERS EXCHANGE	SALT FOR 6MILL GENERATOR	\$69.48
312839	12/22/2023	8774 FASTENAL COMPANY	BOLTS TO REPAIR FIRE HYDRANTS	\$2.17
312841	12/22/2023	86 FERGUSON ENTERPRISES INC	CREDIT FOR 1/4 INCH COUMPLER	\$3,907.26
312851	12/22/2023	4759 GRIGG ENTERPRISES INC, ACE HARDWARE	CREDIT OE UNIFORM	\$392.01
312853	12/22/2023	865 HD FOWLER COMPANY INC	REPAIR PARTS FOR M&H FIRE HYDRANTS	\$10,012.41
312857	12/22/2023	303 INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - NOVEMBER 2023	\$503.00
312863	12/22/2023	6917 KELLER SUPPLY COMPANY	FAUCET REPAIR	\$331.48

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312865	12/22/2023	78 KENNEWICK INDUSTRIAL & ELEC	PARTS TO REPAIR WATER LINE AT WASTE WATER LAGOONS	\$32.56
312873	12/22/2023	3154 M & M BOLT COMPANY, LLC	RIVETS TO REPAIR FIRE HYDRANT LEATHERS	\$52.41
312879	12/22/2023	7361 MESSENGER, GEORGE	UNIFORM ALLOWANCE	\$75.00
312885	12/22/2023	788 NATIONAL SAFETY INC	GAS MONITOR REPAIR WITH NEW O2 SENSOR	\$459.87
312887	12/22/2023	1290 NCL OF WISCONSIN, INC.	LAB SUPPLIES	\$654.05
312889	12/22/2023	7683 NETSUPPORT INC	WTP AND WWTP NET SUPPORT ANNUAL SUPPORT	\$155.55
312891	12/22/2023	4748 NORTH COAST ELECTRIC COMPANY	RANNEY COLLECTOR 5 REPLACEMENT VFD	\$47,955.09
312902	12/22/2023	1040 PARAMOUNT SUPPLY COMPANY	GASKET MATERIAL FOR FLOC MIXER	\$301.60
312908	12/22/2023	957 RANCH & HOME INC	TORCH AND PARTS FOR COLD WEATHER MAINTENANCE	\$247.59
312915	12/22/2023	710 SANDY'S TROPHIES INC	2023 AWARD OF EXCELLENCE	\$301.55
312923	12/22/2023	7555 SHERWIN-WILLIAMS COMPANY	PAINT TO COVER VANDALISM	\$57.56
312924	12/22/2023	680 SIERRA ELECTRIC, INC.	REPAIR POWER LINE GOING TO STREET LIGHT IN PARKING	\$562.89
312938	12/22/2023	172 THE TRI-CITY HERALD	P2308 E 4TH & ELM ST WTR-INVITATION TO BID RE-BID	\$1,004.21
312942	12/22/2023	17 TWIN CITY METALS INC	METAL TO BUILD FIRE HYDRANT REPAIR TOOL	\$102.72
312944	12/22/2023	4764 UNITED PARCEL SERVICE, UPS	SHIPPING	\$484.10
312947	12/22/2023	7925 HD SUPPLY INC	CL2 REAGENTS AND EYE WASH SOLUTION	\$558.48
312948	12/22/2023	3881 UTILITIES UNDERGROUND, LOCATION CENTER	MONTHLY LOCATE FEES	\$245.10
312951	12/22/2023	164 WA STATE DEPARTMENT OF ECOLOGY	LAB ACCREDITATION FEE	\$68,299.67
010 - Fund Activity Subtotal:				\$1,972,325.59
205 - Sewer Area Charge				
312640	12/08/2023	4713 J-U-B ENGINEERS INC	P2209 CONSULTANT INVOICE	\$9,289.35
205 - Sewer Area Charge Subtotal:				\$9,289.35
Total For Fund 410				\$1,999,169.90
Fund 411				
010 - Fund Activity				
EFT	12/01/2023	73881 US BANK NATIONAL ASSOC.	DEBT SERVICE - KENWAT19	\$693,700.00
010 - Fund Activity Subtotal:				\$693,700.00
Total For Fund 411				\$693,700.00
Fund 501				
000 - Fund Activity				
EFT	12/22/2023	167 WA STATE DEPT OF REVENUE	EXCISE TAX- NOVEMBER 2023	\$796.54
312595	12/08/2023	4853 CONNELL OIL INC, 76 DISTRIBUTING	INV 700 OIL	\$3,749.98
312610	12/08/2023	166 FARMERS EXCHANGE	PRE MIX FUEL FOR PARKS	\$3,261.00
312674	12/08/2023	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	\$1,462.49
312732	12/08/2023	4283 TURF STAR - WESTERN	INV 700 TORO PARTS	\$492.16
312815	12/22/2023	4185 CHRISTENSEN INC	INV 700 COOLANT DRUM	\$551.07
312826	12/22/2023	4853 CONNELL OIL INC, 76 DISTRIBUTING	DIESEL EXHAUST FLUID	\$2,285.68

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312855	12/22/2023	8711 HUGHES FIRE EQUIPMENT INC	INV 700 HUGHES FIRE	\$964.53
312871	12/22/2023	10561 LIQUIDSPRING LLC	MOTOR FOR INVENTORY	\$239.32
312884	12/22/2023	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	\$214.07
000 - Fund Activity Subtotal:				\$14,016.84
010 - Fund Activity				
312590	12/08/2023	1310 COLEMAN OIL COMPANY	PAYMENT CORRECTION COL PARK MOWER FUEL	\$24,244.11
312593	12/08/2023	8852 COMMERCIAL TIRE	TUBE VEH 0401	\$95.37
312598	12/08/2023	7868 CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	SWITCH VEH 3814	\$2,533.93
312601	12/08/2023	9415 CUMMINS INC	VF630 TROUBLESHOOT AND REPAIR	\$352.72
312618	12/08/2023	81 FNS COLLISION GROUP LLC	V7319 RFQ 23-004 PD VEHICLE PAINT	\$2,016.39
312624	12/08/2023	1775 GRAINGER	VSHOP HEAT GUNS FOR SHOP	\$137.18
312634	12/08/2023	8572 HIGH DESERT MAINTENANCE INC	V4103 REPAIR SNOW PLOW WELD	\$913.08
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$195.66
312637	12/08/2023	8711 HUGHES FIRE EQUIPMENT INC	SUSPENSION AND BRAKES VEH 2717	\$11,190.72
312639	12/08/2023	3313 J & L HYDRAULICS	V4510 GAUGE	\$27.23
312642	12/08/2023	3363 JIM'S PACIFIC GARAGES INC	CREDIT CLAMP VEH 2802	\$1,659.82
312643	12/08/2023	137 CONSTANCE MACHINE INC	MOUNTING BRACKETS VEH 7313 - 7321	\$539.75
312658	12/08/2023	3154 M & M BOLT COMPANY, LLC	HARDWARE FOR FLEET	\$3.79
312663	12/08/2023	2254 MCMASTER-CARR SUPPLY COMPANY	MAGNETS FOR PD VEHICLE LAPTOP MOUNTS	\$152.94
312674	12/08/2023	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	HUBCAP WINDOWS VEH 0150	\$617.29
312677	12/08/2023	4217 O'REILLY AUTO PARTS	V4104 FILTERS	\$1,033.27
312681	12/08/2023	6603 PAPE MACHINERY INC	V4315 REPLACEMENT POWER CORD, FITTING, O-RING	\$299.97
312682	12/08/2023	6241 PASCO TIRE FACTORY INC	V4300 LOADER CHAINS	\$1,443.32
312689	12/08/2023	957 RANCH & HOME INC	PROPANE VEH 0401	\$25.02
312692	12/08/2023	3803 RDO EQUIPMENT	V4316 FILTER ELEMENT, MOISTURE SENSOR AND SEDIMENT	\$250.15
312706	12/08/2023	9797 SIGNS BY SUE	V7366 GRAPHICS REPLACEMENT	\$953.31
312709	12/08/2023	9499 SOUNDOFF SIGNAL GSA, EMERGENCY TECHNOLOGY INC	LIGHTS VEH 2105	\$335.98
312732	12/08/2023	4283 TURF STAR - WESTERN	V3523 BRAKE ASSEMBLY	\$548.72
312735	12/08/2023	3564 US LINEN AND UNIFORM	LINEN SERVICE	\$162.40
312780	12/22/2023	8802 A1 TRUCK WASH	TRUCK WASH VEH 4104	\$114.34
312787	12/22/2023	2759 AMERICAN RADIATOR INC	V2717 FILTERS	\$468.92
312794	12/22/2023	2091 ARI PHOENIX INC, AUTOMOTIVE RESOURCES INC	LIFT REPAIR	\$4,526.97
312795	12/22/2023	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	OE CLOTHING	\$169.79
312796	12/22/2023	4247 AUTOZONE	V7826 CV AXLE	\$317.38
312813	12/22/2023	5061 CEDAR RAPIDS TIRE CO	TIRES FOR WAREHOUSE FORKLIFT	\$736.83
312822	12/22/2023	1310 COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	\$24,570.58
312823	12/22/2023	8852 COMMERCIAL TIRE	V4104 TIRES	\$493.41
312830	12/22/2023	9415 CUMMINS INC	FILTERS VEH 4105	\$172.85
312831	12/22/2023	591 DANA SAFETY SUPPLY	RESTRAINT BUCKLE VEH 7825	\$128.00
312833	12/22/2023	9827 DAY WIRELESS SYSTEMS	2023 POLICE VEHICLE UPFIT VEH 7329	\$146,120.28

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312855	12/22/2023	8711 HUGHES FIRE EQUIPMENT INC	V2801 NFPA AND DOT INSPECTIONS	\$13,575.19
312860	12/22/2023	2285 JIFFY CAR WASH, INC.	FLEET CAR WASHES NOVEMBER	\$652.20
312861	12/22/2023	3363 JIM'S PACIFIC GARAGES INC	V2003 PURGE VALVE KIT AND RAPID DUMP VALVE	\$233.04
312871	12/22/2023	10561 LIQUIDSPRING LLC	V2002 LIQUIDSPRING MOTOR	\$178.67
312884	12/22/2023	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V2003 FITTING	\$374.18
312894	12/22/2023	4217 O'REILLY AUTO PARTS	V5519 INJECTOR PUMP	\$334.38
312899	12/22/2023	1912 OWEN EQUIPMENT COMPANY	V5116 SWITCH	\$50.17
312901	12/22/2023	6603 PAPE MACHINERY INC	KNOBS VEH 0093	\$46.66
312903	12/22/2023	6241 PASCO TIRE FACTORY INC	V5702 TIRES	\$808.47
312914	12/22/2023	9107 RWC INTERNATIONAL LTD	V0156 TRANSMITTER AND RESISTOR	\$737.69
312917	12/22/2023	3660 SAS AUTO ELECTRIC, INC.	V5905 STARTER	\$249.79
312925	12/22/2023	9797 SIGNS BY SUE	VEHICLE MARKING NEW PD VEH 7319	\$214.53
312941	12/22/2023	4283 TURF STAR - WESTERN	V3817 PULLEY	\$248.11
010 - Fund Activity Subtotal:				\$245,254.55
Total For Fund 501				\$259,271.39

Fund 502**000 - Fund Activity**

312584	12/08/2023	8416 CHEMSEARCH, NCH CORPORATION	INV 200 CHEMSEARCH	\$1,117.93
312591	12/08/2023	175 COLUMBIA BASIN PAPER & SUPPLY	INV 200 URINAL BLOCKS	\$156.53
312599	12/08/2023	481 CROWN PAPER & JANITORIAL, SUPPLY	INV 200 CROWN JANITORIAL	\$615.89
312604	12/08/2023	7672 DOG WASTE DEPOT, ZW USA INC	INV 200 DOG BAGS	\$865.88
312624	12/08/2023	1775 GRAINGER	INV 200 GRAINGER	\$2,027.75
312714	12/08/2023	3697 SUNWEST SPORTSWEAR, A DIVISION OF US LINEN	INV 200 SUN WEST	\$1,839.20
312721	12/08/2023	3426 THE HOME DEPOT PRO, DBA SUPPLY WORKS	INV 200 RENOWN TOWELS	\$3,086.73
312828	12/22/2023	481 CROWN PAPER & JANITORIAL, SUPPLY	INV 200 TOILET PAPER	\$1,637.57
312848	12/22/2023	1775 GRAINGER	INV 200 GRAINGER	\$1,282.64
312870	12/22/2023	8868 LIFE-ASSIST	INV 200 NITRILE GLOVES	\$7,750.31
312928	12/22/2023	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	INV 200 PAPER TOWEL ROLLS	\$329.90
000 - Fund Activity Subtotal:				\$20,710.33

010 - Fund Activity

312654	12/08/2023	6743 LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2023	\$519.59
312781	12/22/2023	1526 ABADAN	12 COPIER MAINTENANCE - 2023	\$1,343.19
312868	12/22/2023	6743 LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2023	\$1,390.52
010 - Fund Activity Subtotal:				\$3,253.30
Total For Fund 502				\$23,963.63

Fund 503**010 - Fund Activity**

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
EFT	12/04/2023	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	\$60.00
EFT	12/12/2023	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	\$30.00
EFT	12/27/2023	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	\$30.00
312574	12/08/2023	10448 BOOTH AND SONS CONSTRUCTION	K2113 PAY EST 5	\$36,506.79
312596	12/08/2023	35 CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	REPLACE LIGHT POLE AT 10TH & GUM	\$15,569.75
312624	12/08/2023	1775 GRAINGER	STREETS - PORTABLE HEATER REPLACEMENT	\$887.64
312636	12/08/2023	502 HSI WORKPLACE COMPLIANCE, SOLUTIONS, INC.	HR/SAFETY TRAINING	\$65.21
312689	12/08/2023	957 RANCH & HOME INC	STREETS - REPLACEMENT CHAINS & BINDERS.	\$5,510.67
312827	12/22/2023	35 CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	REPLACE LIGHT POLE AT BOB OLSEN NEAR 24TH	\$553.02
312924	12/22/2023	680 SIERRA ELECTRIC, INC.	REPLACE LIGHT POLE AT STEPTOE & CLEARWATER	\$3,938.83
010 - Fund Activity Subtotal:				\$63,151.91
Total For Fund 503				\$63,151.91
Fund 611				
010 - Fund Activity				
312808	12/22/2023	4065 BERNA, LETA	LEOFF 1 PENSION	\$386.03
312835	12/22/2023	5685 ECKERT, NANCY	LEOFF 1 PENSION	\$1,721.91
312849	12/22/2023	122 GRAVES, MARJORIE	LEOFF 1 PENSION	\$2,618.65
312907	12/22/2023	6700 PURDY, PAULA	LEOFF 1 PENSION	\$1,099.34
312912	12/22/2023	145 REMUS, LARRY J	LEOFF 1 PENSION	\$893.51
312921	12/22/2023	148 SHAW, LEONARD	LEOFF 1 PENSION	\$630.69
312927	12/22/2023	150 SLEATER, LARRY L	LEOFF 1 PENSION	\$1,467.49
312949	12/22/2023	152 VICKERMAN, THOMAS	LEOFF 1 PENSION	\$448.25
010 - Fund Activity Subtotal:				\$9,265.87
Total For Fund 611				\$9,265.87
Fund 612				
010 - Fund Activity				
312546	12/08/2023	24 ADKINS, WILLIAM	RETIREE MEDICAL	\$164.90
312576	12/08/2023	185 BUCK, GARY E	RETIREE MEDICAL	\$164.90
312606	12/08/2023	1894 EASLING, CONNIE	RETIREE MEDICAL	\$164.90
312611	12/08/2023	41 FARNKOFF, ROBERT C	RETIREE MEDICAL	\$164.90
312613	12/08/2023	58 FEARING, DOUG	RETIREE MEDICAL	\$164.90
312622	12/08/2023	181 GIER, CHARLES W.	RETIREE MEDICAL	\$164.90
312623	12/08/2023	134 GONDERMAN, DAVID A	RETIREE MEDICAL	\$164.90
312626	12/08/2023	62 GROSS, ROBERT	RETIREE MEDICAL	\$164.90
312632	12/08/2023	455 HEIMBIGNER, MICHAEL	RETIREE MEDICAL	\$164.90
312635	12/08/2023	6744 HIRSCHER, ARTHUR D	RETIREE MEDICAL	\$104.90
312644	12/08/2023	3891 JOPLIN, ALAN	RETIREE MEDICAL	\$164.90
312645	12/08/2023	65 JUERGENS, CURT	RETIREE MEDICAL	\$164.90

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
312650	12/08/2023	60 KRAFT, JAMES	RETIREE MEDICAL	\$164.90
312659	12/08/2023	50 MACE, BILL	RETIREE MEDICAL	\$164.90
312661	12/08/2023	52 MAPLETHORPE, JOHN G., JR	RETIREE MEDICAL	\$164.90
312676	12/08/2023	142 O'HAIR, RONALD L	RETIREE MEDICAL	\$164.90
312684	12/08/2023	5554 PENNEY, MICHAEL	RETIREE MEDICAL	\$134.00
312694	12/08/2023	145 REMUS, LARRY J	RETIREE MEDICAL	\$139.50
312700	12/08/2023	1821 SCHARNHORST, DEAN	RETIREE MEDICAL	\$164.90
312702	12/08/2023	148 SHAW, LEONARD	RETIREE MEDICAL	\$164.90
312707	12/08/2023	150 SLEATER, LARRY L	RETIREE MEDICAL	\$224.90
312710	12/08/2023	66 SOUTHWICK, JOHN J., JR.	RETIREE MEDICAL	\$164.90
312729	12/08/2023	1318 TRIPP, GREG	RETIREE MEDICAL	\$164.90
312737	12/08/2023	152 VICKERMAN, THOMAS	RETIREE MEDICAL	\$164.90
312741	12/08/2023	8584 WAGNER, BRIAN	RETIREE MEDICAL	\$164.90
312744	12/08/2023	9944 WATERS, DENNIS	RETIREE MEDICAL	\$148.50
312748	12/08/2023	154 WILLEBY, DONALD R	RETIREE MEDICAL	\$5,912.33
312749	12/08/2023	2997 WILLIAMS, GARY	RETIREE MEDICAL	\$164.90
312751	12/08/2023	9776 YADEN, MARK	RETIREE MEDICAL	\$164.90
312840	12/22/2023	58 FEARING, DOUG	RETIREE MEDICAL	\$1,776.30
312862	12/22/2023	65 JUERGENS, CURT	RETIREE MEDICAL	\$708.69
312866	12/22/2023	60 KRAFT, JAMES	RETIREE MEDICAL	\$288.20
312874	12/22/2023	52 MAPLETHORPE, JOHN G., JR	RETIREE MEDICAL	\$15.40
010 - Fund Activity Subtotal:				\$13,245.42
Total For Fund 612				\$13,245.42
Fund 634				
010 - Fund Activity				
312784	12/22/2023	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$379.88
312856	12/22/2023	6 IMPREST PETTY CASH FUND	REPLENISH PETTY CASH DRAWER	\$7.21
010 - Fund Activity Subtotal:				\$387.09
Total For Fund 634				\$387.09
Fund 642				
000 - Fund Activity				
312803	12/22/2023	14 BENTON COUNTY	METRO OT REIMBURSEMENT - NOVEMBER 2023	\$2,514.42
312819	12/22/2023	1516 CITY OF WEST RICHLAND	METRO OT REIMBURSEMENT - NOVEMBER 2023	\$1,374.19
000 - Fund Activity Subtotal:				\$3,888.61
010 - Fund Activity				
312580	12/08/2023	3527 CASADAY BEE-LINE SERVICE, & TOWING LLC	TOW EXPENSE (TF23-113-1)	\$558.66
312600	12/08/2023	7711 CULLIGAN WATER CONDITIONING	CULLIGAN WATER SERVICE	\$54.62

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



312731	12/08/2023	457	TRUCKS & AUTO AUCTIONS	VEHICLE STORAGE FEE (DEC)	\$825.00
312752	12/08/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$158.93
312877	12/22/2023	3284	MEL'S INTER-CITY TOWING	TOW EXPENSE (TF23-043)	\$142.40
010 - Fund Activity Subtotal:					\$1,739.61
Total For Fund 642					\$5,628.22
Fund 888					
000 - Fund Activity					
EFT	12/19/2023	5000	COMMERCIAL CARD SOLUTIONS, JP MORGAN CHASE - VISA	PCARD PURCHASES- NOVEMBER 2023	\$65,208.41
000 - Fund Activity Subtotal:					\$65,208.41
Total For Fund 888					\$65,208.41
					\$9,626,546.12

I, Michele Hamada, Accounting Manager, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.

Michele Hamada

Michele Hamada, Accounting Manager

The payments on this claims roster are comprised of the following:

Check Numbers 312533 through 312957:	\$5,327,624.89
Electronic Payments (EFT):	\$4,298,921.23
Total	\$9,626,546.12

City of Kennewick
Claims Roster by Fund/Division
12/1/2023 to 12/31/2023



CLAIMS SUMMARY		
FUND	DESCRIPTION	AMOUNT
001	GENERAL FUND	727,163.55
102	STREET FUND	41,180.88
103	ARTERIAL STREET FUND	38,827.10
106	BI-PIN OPERATIONS FUND	16,011.54
107	COMMUNITY DEVELOPMENT FUND	33,341.41
111	ASSET FORFEITURE FUND	420.00
116	LODGING TAX FUND	115,288.96
117	CRIMINAL JUSTICE SALES TAX FND	4,350.95
118	HIDTA FIDUCIARY PROGRAM	308,383.61
200	DEBT SERVICE FUND	3,395,000.25
300	CAPITAL IMPROVEMENTS FUND	801,738.57
303	URBAN ARTERIAL STREET FUND	849,397.53
350	PARK IMPACT FEE FUND	19,812.00
360	TIF RESERVE FUND	12,120.00
371	GO BOND 2022 FUND	27,533.76
402	MEDICAL SERVICES FUND	78,955.24
403	BUILDING SAFETY FUND	16,586.55
405	STORMWATER UTILITY FUND	7,442.38
410	WATER AND SEWER FUND	1,999,169.90
411	W/S 2019 REVENUE BOND FUND	693,700.00
501	EQUIPMENT RENTAL FUND	259,271.39
502	CENTRAL STORES FUND	23,963.63
503	RISK MANAGEMENT FUND	63,151.91
611	FIREMENS PENSION FUND	9,265.87
612	OPEB TRUST FUND	13,245.42
634	BI-COUNTY POLICE INFO NETWORK	387.09
642	METRO DRUG FORFEITURE FUND	5,628.22
888	RESIDUAL FUND	65,208.41
Total:		9,626,546.12

City of Kennewick
PCard Roster by Fund
11/1/2023 to 11/30/2023



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
001 - GENERAL FUND				
CITY COUNCIL	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	RETIREMENT PLAQUES FOR COUNCIL MEETING	64.57
CITY COUNCIL	999998	MRSC.ORG	MRSC EVENT REGISTRATION FOR CTORELLI	80.00
CITY COUNCIL	999998	EVENT* UNDERSTANDING G	EVENT REGISTRATION FOR CTORELLI	40.00
CITY COUNCIL	11079	PROCARD, OUR COOKIE HOUSE	RETIREMENT CELEBRATION COOKIES FOR 11/21/23 COUNCIL MEETING	81.52
CITY COUNCIL	10182	PROCARD, ASSOCIATION OF WASHINGTON	ELECTED OFFICIALS REGISTRATION FOR JMILLBAUER	95.00
City Council Subtotal:				\$361.09
CITY MANAGER	10158	PROCARD, CANVA	CANVA SUBSCRIPTION FOR DDOLLARHYDE	12.99
CITY MANAGER	172	THE TRI-CITY HERALD	TRI CITY HERALD SUBSCRIPTION FOR DDOLLARHYDE	15.99
CITY MANAGER	6006	ADOBE SYSTEMS, INC	ADOBE SUBSCRIPTION FOR DDOLLARHYDE	32.60
City Manager Subtotal:				\$61.58
RECREATION SERVICES	3883	U R M CASH & CARRY	CLEANING SUPPLIES	5.32
RECREATION SERVICES	3717	AMAZON.COM	SAFETY HAMMER	15.21
RECREATION SERVICES	3717	AMAZON.COM	PROGRAM SUPPLIES FOR KCC	45.40
RECREATION SERVICES	9183	PROCARD, OFFICE SIGN COMPANY	NAME TAGS FOR STAFF	32.60
RECREATION SERVICES	9183	PROCARD, OFFICE SIGN COMPANY	NAME TAGS FOR NEW STAFF	86.96
RECREATION SERVICES	3717	AMAZON.COM	PROGRAM UNIFORMS	97.80
RECREATION SERVICES	3717	AMAZON.COM	OFFICE PAPER	18.44
RECREATION SERVICES	3717	AMAZON.COM	SIGNAGE	28.25
RECREATION SERVICES	3717	AMAZON.COM	CLEANING SUPPLIES	16.27
RECREATION SERVICES	3717	AMAZON.COM	JANITORIAL SUPPLIES	33.89
RECREATION SERVICES	7217	FACEBOOK	FACEBOOK ADVERTISING	223.77
RECREATION SERVICES	395	CITY OF KENNEWICK	TEMP BUSINESS LICENSE	300.00
RECREATION SERVICES	999998	IN *RED ROVER FITNESS	FAMILY DAY OBSTACLE COURSE	500.00
RECREATION SERVICES	3223	WALMART SUPERCENTER	HARVEST BAZAAR LUNCH DRINKS	17.44
RECREATION SERVICES	8698	SUBWAY SHOPS	HARVEST BAZAAR LUNCHES	108.60
RECREATION SERVICES	7321	JIMMY JOHNS	HARVEST BAZAAR LUNCHES	104.29
RECREATION SERVICES	4564	GOOGLE	YOUTUBE TV FOR PAVILION	79.34
RECREATION SERVICES	93	BENTON FRANKLIN DISTRICT, HEALTH	NUMERICA PAVILION CAFE HEALTH PERMIT	200.00
RECREATION SERVICES	3239	TARGET STORES	OFFICE SUPPLIES	10.87
RECREATION SERVICES	3223	WALMART SUPERCENTER	HOLIDAY DECOR FOR PAVILION	33.07
RECREATION SERVICES	3717	AMAZON.COM	EVENT REC PLANNERS AND CALENDARS 2024	168.22
RECREATION SERVICES	3717	AMAZON.COM	PLANNER FOR FRENCHIE	17.11
RECREATION SERVICES	3226	RITE AID STORE 5317	HOLIDAY DECOR	78.12
RECREATION SERVICES	3226	RITE AID STORE 5317	CHRISTMAS LIGHTS FOR PAVILION	17.37
RECREATION SERVICES	6207	COACHDECK LLC	YOUTH BASKETBALL COACH DECKS	1,000.50

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
RECREATION SERVICES	3717	AMAZON.COM	CALENDARS	28.21
RECREATION SERVICES	3717	AMAZON.COM	HOLIDAY DECOR	65.10
RECREATION SERVICES	612	RENEE CHRISTEN LA PLANTE	STAFF UNIFORM	210.25
RECREATION SERVICES	172	THE TRI-CITY HERALD	SUBSCRIPTION RENEWAL	20.99
RECREATION SERVICES	999998	ELEMENT SEA-TAC	TRAVEL- HOTEL NICK F	194.50
RECREATION SERVICES	999998	ELEMENT SEA-TAC	TRAVEL- HOTEL PARKING NICK F	8.62
Recreation Services Subtotal:				\$3,766.51
FACILITIES MAINTENANCE	3717	AMAZON.COM	DESK CALENDARS	135.20
FACILITIES MAINTENANCE	999998	ELEMENT SEA-TAC	TRAVEL- HOTEL NICK F	194.50
FACILITIES MAINTENANCE	999998	ELEMENT SEA-TAC	TRAVEL- HOTEL PARKING NICK F	8.63
FACILITIES MAINTENANCE	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	1ST HALF COMPLIMENT UNIFORM	475.92
FACILITIES MAINTENANCE	999998	WSU PESTICIDE ED	CREW PESTICIDE TRAINING	420.00
FACILITIES MAINTENANCE	9877	PROCARD, WASTE MGMT WM EZPAY	WASTE MANAGEMENT SERVICE	385.05
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWALS	785.00
FACILITIES MAINTENANCE	999998	WA AGR*SERVICE FEE	SERVICE FEE	23.55
FACILITIES MAINTENANCE	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	CREW UNIFORM	3,388.28
FACILITIES MAINTENANCE	94	BENTON COUNTY TREASURER	ADMIN FEE	2.00
FACILITIES MAINTENANCE	94	BENTON COUNTY TREASURER	PROPERTY TAX	74.32
FACILITIES MAINTENANCE	10999	PROCARD, GRC EPAY	WATERWORKS CERT RENEWAL	42.00
Facilities Maintenance Subtotal:				\$5,934.45
ECONOMIC DEVELOPMENT	3442	ICSC INTERNATIONAL COUNCIL OF, SHOPPING CENTERS	YEARLY MEMBERSHIP	125.00
ECONOMIC DEVELOPMENT	3292	BEST BUY	KEYBOARD AND MOUSE REPLACEMENT FOR RC	195.64
ECONOMIC DEVELOPMENT	6620	STK*SHUTTERSTOCK.COM	IMAGES FOR MARKETING	31.53
ECONOMIC DEVELOPMENT	9708	EIG	EMAIL MESSAGING FOR MARKETING PURPOSES	294.58
ECONOMIC DEVELOPMENT	3717	AMAZON.COM	ECONOMIC DEVELOPMENT ADVERTISING SUPPLIES	131.04
ECONOMIC DEVELOPMENT	999998	ONLINE PHOTO ORDER	PHOTO FOR WEBSITE	10.95
Economic Development Subtotal:				\$788.74
ACCOUNTING	3717	AMAZON.COM	MICR TONER CARTRIDGE FOR FINANCE CHECK PRINTER	389.12
ACCOUNTING	3185	GFOA	ANNUAL GAAP UPDATE - CHRIS	135.00
ACCOUNTING	3717	AMAZON.COM	W4 FORMS	120.63
Accounting Subtotal:				\$644.75
HUMAN RESOURCES	957	RANCH & HOME INC	WELLNESS EVENT PRIZES - CHILI AND SOUP COOK-OFF	227.43
HUMAN RESOURCES	957	RANCH & HOME INC	WELLNESS EVENT PRIZE - CHILI AND SOUP COOKOFF	380.44
HUMAN RESOURCES	999998	INTERNATIONAL PUBLIC MAN	AGENCY MEMBERSHIP	790.00
HUMAN RESOURCES	999998	MC JOB POST	JOB POSTING FOR BUILDING INSPECTOR	100.00
HUMAN RESOURCES	488	APWA	AMERICA PUBLIC WORKS ASSOCIATION JOB POSTING	375.00

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
HUMAN RESOURCES	999998	WASHINGTON FINANCE OFF	JOB POSTING FOR FINANCE DIRECTOR	250.00
HUMAN RESOURCES	999998	INDEED JOBS	JOB POSTING	526.11
HUMAN RESOURCES	710	SANDY'S TROPHIES INC	TROPHIES FOR CHILI COOK OFF	123.80
HUMAN RESOURCES	10182	PROCARD, ASSOCIATION OF WASHINGTON	REGISTRATION FOR CTORELLI	95.00
HUMAN RESOURCES	999998	FOODIES ON THE RIVER LLC	FOODIES - RECRUITING LUNCH	112.80
Human Resources Subtotal:				\$2,980.58
CUSTOMER SERVICE	10199	PROCARD, WWW.PERFORATEDPAPER.CO	DOOR HANGER PAPER FOR CUSTOMER SERVICE	343.43
CUSTOMER SERVICE	3717	AMAZON.COM	OFFICE SUPPLIES - CURTAIN	13.65
CUSTOMER SERVICE	7237	GOTPRINT.COM	BUSINESS CARDS FOR CHRISTIE BROWN	36.52
Customer Service Subtotal:				\$393.60
CITY ATTORNEY	8196	PROCARD, WF4WASBASSOC	WSBA 2024 DUES - ONLINE TRANSACTION PROCESSING FEE - R. DEMORRIS	14.33
CITY ATTORNEY	732	WSBA - WASHINGTON STATE, BAR ASSOCIATION	WSBA 2024 DUES - R DEMORRIS	573.00
CITY ATTORNEY	3717	AMAZON.COM	HEADSET FOR CITY ATTY PHONE - SARA Z.	28.28
City Attorney Subtotal:				\$615.61
CITY CLERK	3717	AMAZON.COM	2024 CALENDARS, DRY ERASE MARKERS, BOOK, CLOROX	57.74
City Clerk Subtotal:				\$57.74
PURCHASING	999998	WWW.WANIGP.ORG	WA STATE CHAPTER NIGP MEMBERSHIP	40.00
PURCHASING	999998	FSP*PNPEG	WEBINAR FOR PACIFIC NORTHWEST PURCHASING EDUCATION GROUP-PROCUREMENT DISPUTES	10.00
Purchasing Subtotal:				\$50.00
INFORMATION TECHNOLOGY	3717	AMAZON.COM	2024 WALL CALENDARS - MARIETTA/BROOKE	46.74
INFORMATION TECHNOLOGY	3717	AMAZON.COM	IPHONE SCREEN PROTECTORS	13.12
INFORMATION TECHNOLOGY	3717	AMAZON.COM	HDMI CABLES/DISPLAYPORT ADAPTERS - IT	193.54
INFORMATION TECHNOLOGY	10459	PROCARD, PAYFLOW/PAYPAL	MONTHLY CREDIT CARD PROCESSING FEES	535.05
INFORMATION TECHNOLOGY	3717	AMAZON.COM	TOOLS - IT	55.01
INFORMATION TECHNOLOGY	3717	AMAZON.COM	36 BOX CASE OF KLEENEX - IT	73.70
INFORMATION TECHNOLOGY	39	BRIDGEPAY NETWORK SOLUTIONS	MONTHLY CREDIT CARD PROCESSING FEES	77.90
INFORMATION TECHNOLOGY	3717	AMAZON.COM	50FT ETHERNET CABLE - IT	16.01
INFORMATION TECHNOLOGY	3717	AMAZON.COM	10 15FT ETHERNET CABLES - IT	62.39
INFORMATION TECHNOLOGY	3717	AMAZON.COM	WIRELESS MOUSE/KEYBAORD - MAURICE R	29.43
INFORMATION TECHNOLOGY	10646	NEXVORTEX	MONTHLY PHONE LINE CHARGES	413.23
INFORMATION TECHNOLOGY	10195	ENOM.COM	COKINTRANET.COM DOMAIN NAME RENEWAL 1 YEAR	25.00
INFORMATION TECHNOLOGY	999998	SP OEMOPTIC.COM	(5) MULTI-MODE FIBER MODULES - IT	120.88
Information Technology Subtotal:				\$1,662.00
KPD-ADMINISTRATION	999998	KALAMA HARBOR LODGE	HOTEL ROOM FOR TRAINING	464.40

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
KPD-ADMINISTRATION	3242	ALASKA AIRLINES	HIDTA EXECUTIVE BOARD MEETING - C GUERRERO	407.80
KPD-ADMINISTRATION	3688	APPLE COMPUTER	KEYBOARD FOR IPAD	379.36
KPD-ADMINISTRATION	999998	OLIVE GARDEN 0021555	APPRECIATION SUPPLIES/FOOD	161.68
KPD-ADMINISTRATION	1748	FBI-LEEDA	ANNUAL MEMBERSHIP - MOOS	50.00
KPD-ADMINISTRATION	2432	CHARTER COMMUNICATIONS	BASIC CABLE SERVICE	251.41
KPD-ADMINISTRATION	3717	AMAZON.COM	LEADERSHIP BOOK	19.48
KPD-ADMINISTRATION	999998	IACP	ANNUAL MEMBERSHIP - C GUERRERO	190.00
KPD-ADMINISTRATION	172	THE TRI-CITY HERALD	ANNUAL SUBSCRIPTION	191.98
KPD-ADMINISTRATION	10158	PROCARD, CANVA	SUBSCRIPTION	149.90
KPD-ADMINISTRATION	1459	PASCO KENNEWICK ROTARY CLUB	QUARTERLY MEMBERSHIP - C GUERRERO	190.00
KPD-Administration Subtotal:				\$2,456.01
KPD-CRIMINAL INVESTIGATION	7290	PROCARD, PEAVEY CORP.	EVIDENCE ENVELOPES	461.03
KPD-CRIMINAL INVESTIGATION	999998	SIRCHIE ACQUISITION COMPA	EVIDENCE BAGS	1,923.70
KPD-CRIMINAL INVESTIGATION	2432	CHARTER COMMUNICATIONS	ICAC LAB INTERNET SERVICE	129.99
KPD-CRIMINAL INVESTIGATION	3242	ALASKA AIRLINES	2023 VIOLENT CRIME REDUCTION SUMMIT - A CLEM	702.40
KPD-Criminal Investigation Subtotal:				\$3,217.12
KPD-PATROL	3688	APPLE COMPUTER	IPAD FOR KPD MEDIA ROOM	357.62
KPD-PATROL	3717	AMAZON.COM	IPAD CASE FOR KPD MEDIA ROOM	18.46
KPD-PATROL	999998	IN *ARROWHEAD SCIENTIFIC	METH TEST KITS FOR PATROL	148.72
KPD-PATROL	3757	HOLIDAY INNS	LEEDA TRAINING - KIEL	901.80
KPD-PATROL	3242	ALASKA AIRLINES	2023 VIOLENT CRIME REDUCTION SUMMIT - KIEL	702.40
KPD-Patrol Subtotal:				\$2,129.00
KPD-SPECIAL SERVICES	10944	PROCARD, STREETPARKING	KPD FITNESS APP	16.31
KPD-SPECIAL SERVICES	999998	UNDERSEA ADVENTURES	PEPPERBALL AIR TANK REFILL	21.72
KPD-SPECIAL SERVICES	9312	SOUND UNIFORM/BRATWEAR, SEATTLE	REPLACE TORN PANTS FOR OFFICERS HADLEY AND HANNAH	373.86
		SEWING SOLUTIONS	DURING ARREST 23-81004	
KPD-SPECIAL SERVICES	4186	PROFORCE LAW ENFORCEMENT	30 ROUND P MAGS FOR DEPT RIFLES	559.85
KPD-SPECIAL SERVICES	999998	UNDERSEA ADVENTURES	PEPPERBALL AIR TANKS REFILLS	54.30
KPD-SPECIAL SERVICES	3717	AMAZON.COM	GUSMITHING TOOLS FOR DEPT RIFLES	64.30
KPD-SPECIAL SERVICES	3717	AMAZON.COM	GUNSMITHING TOOLS FOR DEPT RIFLES AND SIGHTS	18.46
KPD-SPECIAL SERVICES	3717	AMAZON.COM	BATTERIS FOR PATROL CAR AEDS	56.42
KPD-SPECIAL SERVICES	10971	THE BUNKER	PSS UNIFORMS	637.43
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES - NEW HIRE	1,119.97
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES	726.14
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES - ACADEMY	700.94
KPD-SPECIAL SERVICES	999998	ID CARDS INSTANTCARD	DEPARTMENT ID CARDS	100.00
KPD-SPECIAL SERVICES	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	ANNUAL AWARDS	1,212.00

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
KPD-SPECIAL SERVICES	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	CHIPS APPRECIATION AWARDS	1,304.40
KPD-SPECIAL SERVICES	11079	PROCARD, OUR COOKIE HOUSE	RETIREMENT COOKIES	114.14
KPD-SPECIAL SERVICES	3883	U R M CASH & CARRY	WATER	69.12
KPD-Special Services Subtotal:				\$7,149.36
FIRE ADMINISTRATION	3717	AMAZON.COM	LARGE BAY FLOOR SQUEEZIES	51.86
FIRE ADMINISTRATION	999998	SIGNS BY TOMORROW	SAFE HAVEN SIGNS - FS#2-5	321.00
FIRE ADMINISTRATION	999998	BLUEDOGINK	PRINTER CLEANER PAD	66.94
FIRE ADMINISTRATION	4504	SHELL OIL	CHIEF TRAVEL TO EAST CO. FD	21.51
FIRE ADMINISTRATION	3223	WALMART SUPERCENTER	FOOD FOR DC INTERVIEWS	17.50
FIRE ADMINISTRATION	3325	YOKE'S FRESH MARKET	FOOD FOR DC INTERVIEWS	60.99
FIRE ADMINISTRATION	999998	OLIVE GARDEN 0021555	FOOD FOR DC INTERVIEWS	239.94
FIRE ADMINISTRATION	999998	SQ *HAZMAT RESOURCE	20/20 CHEM-BIO DETECTION KITS	922.09
FIRE ADMINISTRATION	999998	WEBER SCIENTIFIC INC	PRO-CLEAN SWABS	296.55
Fire Administration Subtotal:				\$1,998.38
FIRE SUPPRESSION	3717	AMAZON.COM	RESCUE EQUIPMENT	99.92
FIRE SUPPRESSION	3717	AMAZON.COM	HARD CASE FOR TOOLS STORED ON ENGINE 1811	159.78
FIRE SUPPRESSION	999998	IMS ALLIANCE	COMMAND BOARDS FOR APPARATUS	325.03
FIRE SUPPRESSION	3717	AMAZON.COM	CLEANER FOR OPERATIONS	42.94
FIRE SUPPRESSION	3717	AMAZON.COM	OPERATIONS NEEDS, SCBA AND TRT EQUIPMENT	23.85
FIRE SUPPRESSION	3717	AMAZON.COM	APPARATUS NEEDS/EQUIPMENT	100.46
FIRE SUPPRESSION	999998	TASK FORCE TIPS	REPLACEMENT PARTS FOR PORTABLE MONITORS	99.48
FIRE SUPPRESSION	4759	GRIGG ENTERPRISES INC, ACE HARDWARE	WIRE BRUSH FOR TOOL MAINTENANCE	14.00
FIRE SUPPRESSION	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	TRAINING SUPPLIES	1,035.69
FIRE SUPPRESSION	1476	TECHSMITH	TRAINING RESOURCE	62.05
Fire Suppression Subtotal:				\$1,963.20
FIRE PREVENTION/INVESTIGATION	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL WA CHAPTER	ICC FIRE INSPECTOR I TESTING	230.00
FIRE PREVENTION/INVESTIGATION	999998	PAYPAL	SMOKE DETECTOR INSPECTION POLE	68.65
Fire Prevention/Investigation Subtotal:				\$298.65
ENGINEERING	3717	AMAZON.COM	AMAZON - OFFICE SUPPLIES	31.27
ENGINEERING	3717	AMAZON.COM	AMAZON - MONITOR STAND S. GROSS	43.03
ENGINEERING	999998	EBAY O*07-10793-61350	EBAY - REPLACEMENT BLADE ENG	14.02
ENGINEERING	999998	EBAY O*10-10791-44175	EBAY - MICROWAVE FOOD COVER - OFFICE SUPPLIES	19.17
ENGINEERING	999998	EBAY O*10-10791-44175	EBAY - MICROWAVE FOOD COVERS - RETURN CREDIT	(19.17)
ENGINEERING	999998	IN *MAX BRANDING AND DESI	VEST - SCREENPRINTING	32.67
ENGINEERING	4636	ASCE MEMBERSHIP	ASCE RENEWAL - H. MELOTTE	296.00

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
ENGINEERING	4636	ASCE MEMBERSHIP	ASCE RENEWAL - K. GLOVER	296.00
ENGINEERING	4636	ASCE MEMBERSHIP	ASCE RENEWAL - M. JALAYAR	296.00
ENGINEERING	10943	PROCARD, LSAW	LSAW - MEMBERSHIP / DECEMBER 2023	21.83
ENGINEERING	1198	US POSTAL SERVICE	CERTIFIED MAIL	8.56
Engineering Subtotal:				\$1,039.38
GF-NONDEPARTMENTAL	7851	GREAT HARVEST BREAD, SUNRISE BAKERY LLC	CITY MANAGER'S LUNCH	94.73
GF-NONDEPARTMENTAL	7851	GREAT HARVEST BREAD, SUNRISE BAKERY LLC	CITY MANAGER LUNCH	34.94
GF-NONDEPARTMENTAL	999998	TRI-CITY REGIONAL CHAMBER	STATE OF HIGHER EDUCATION LUNCHEON REGISTRATION	120.00
GF-NONDEPARTMENTAL	11079	PROCARD, OUR COOKIE HOUSE	COOKIES FOR RETIREMENT CELEBRATION	163.05
GF-Nondepartmental Subtotal:				\$412.72
001 - GENERAL FUND Total:				\$37,980.47
102 - STREET FUND				
FUND ACTIVITY	999998	AIRSTAR AMERICA INC	LIGHTBULBS FOR FLAGGING - J. SOGGIE	178.00
FUND ACTIVITY	5039	IMSA	IMSA MEMBERSHIP RENEWAL DUES FOR 5 STREET EMPLOYEES & 1 TRAFFIC EMPLOYEE	425.00
Fund Activity Subtotal:				\$603.00
TRAFFIC	7237	GOTPRINT.COM	BUSINESS CARDS FOR PATRICK BROWN	36.52
TRAFFIC	9192	INTERNATIONAL TRANSACTION	INTERNATIONAL TRANSACTION FEE FOR NETSETMAN - WILSON	0.79
TRAFFIC	7395	PROCARD, NETSETMAN.COM	NETSETMAN APPLICATION - JONATHAN WILSON	52.52
TRAFFIC	9192	INTERNATIONAL TRANSACTION	INTERNATIONAL TRANSACTION FEE - NETSETMAN - BROWN	0.80
TRAFFIC	7395	PROCARD, NETSETMAN.COM	NETSETMAN APPLICATION - PATRICK BROWN	53.50
TRAFFIC	5039	IMSA	IMSA MEMBERSHIP RENEWAL DUES FOR 5 STREET EMPLOYEES & 1 TRAFFIC EMPLOYEE	85.00
Traffic Subtotal:				\$229.13
102 - STREET FUND Total:				\$832.13
106 - BI-PIN OPERATIONS FUND				
FUND ACTIVITY	6183	DIGICERT	SSL CERT RENEWAL FOR BIPINTC.ORG	1,891.81
FUND ACTIVITY	6183	DIGICERT	SSL CERT RENEWAL FOR BIPINSUPPORT.COM	314.14
FUND ACTIVITY	3869	HAMPTON INNS	NORTHWEST USER GROUP CONFERENCE - HAMPTON INN - TRACY T - BIPIN	279.20
Fund Activity Subtotal:				\$2,485.15
106 - BI-PIN OPERATIONS FUND Total:				\$2,485.15
107 - COMMUNITY DEVELOPMENT FUND				
CDBG	3717	AMAZON.COM	2024 CALENDARS, DRY ERASE MARKERS, BOOK, CLOROX	16.29
CDBG Subtotal:				\$16.29

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
107 - COMMUNITY DEVELOPMENT FUND Total:				\$16.29
117 - CRIMINAL JUSTICE SALES TAX FND				
CITY ATTORNEY	999998	IN *WASHINGTON ASSOCIATIO	WAPRO MEMEBERSHIP FEE 2024 - L SANGUINO	25.00
CITY ATTORNEY	4600	WSAMA	REFUND REGISTRATION FEE FOR WSAMA 2023 FALL CONFERENCE	(260.00)
CITY ATTORNEY	3717	AMAZON.COM	REGISTRATION - CONFERENCE CANCELLED HEADSET FOR CITY ATTY PHONE - SARA Z.	9.42
City Attorney Subtotal:				(\$225.58)
KPD-PATROL	2432	CHARTER COMMUNICATIONS	REDUNDANT INTERNET CONNECTION	580.00
KPD-Patrol Subtotal:				\$580.00
117 - CRIMINAL JUSTICE SALES TAX FND Total:				\$354.42
300 - CAPITAL IMPROVEMENTS FUND				
CAPITAL PURCHASES	1476	TECHSMITH	CAMTASIA LICENSE - TAUSHA L	292.41
Capital Purchases Subtotal:				\$292.41
300 - CAPITAL IMPROVEMENTS FUND Total:				\$292.41
371 - GO BOND 2022 FUND				
FUND ACTIVITY	3717	AMAZON.COM	MISC. ITEMS FOR NEW STATION #1	213.92
FUND ACTIVITY	3717	AMAZON.COM	STORAGE ITEMS FOR STATION #1	74.57
FUND ACTIVITY	3717	AMAZON.COM	TOWEL HOOKS FOR BATHROOMS STATION #1	168.98
FUND ACTIVITY	999998	BDI TRANSFER	DUMP FEE TO CLEAN OLD STATION #1 OF OF JUNK	49.73
FUND ACTIVITY	999998	BDI TRANSFER	DUMP FEE TO CLEAN JUNK FROM OLD STATION #1	17.00
FUND ACTIVITY	5671	COULTER VENTURES LLC, DBA ROGUE FITNESS	FINAL FITNESS EQUIPMENT FOR NEW STATION #1	2,287.20
FUND ACTIVITY	3717	AMAZON.COM	MULTIPLE MISC ITEMS FOR NEW STATION #1	344.15
FUND ACTIVITY	3717	AMAZON.COM	KITCHEN ITEM FOR NEW STATION #1	9.77
FUND ACTIVITY	15	HARBOR FREIGHT TOOLS	EQUIPMENT FOR MOVING FURNITURE	57.04
FUND ACTIVITY	3717	AMAZON.COM	MISC ITEMS FOR NEW STATION #1	105.87
FUND ACTIVITY	3292	BEST BUY	TELEVISION MOUNT FOR THE CHIEF OFFICE	195.65
FUND ACTIVITY	999998	SIGNS BY TOMORROW	FS1 - SAFE HAVEN SIGNAGE	100.45
FUND ACTIVITY	3717	AMAZON.COM	FS1 HOOKS, KEYCABINET & FRAMES	61.24
FUND ACTIVITY	3717	AMAZON.COM	PAPER CUTTER	192.06
FUND ACTIVITY	3223	WALMART SUPERCENTER	FS1 COFFEE MAKER & ACCESSORIES	78.59
FUND ACTIVITY	3717	AMAZON.COM	FS1 FF&E KITCHEN/MISC SUPPLIES	875.84
FUND ACTIVITY	10459	PROCARD, PAYFLOW/PAYPAL	FS1 LOVESEAT	1,265.29
FUND ACTIVITY	3717	AMAZON.COM	FS1 LASER-ETCHED MOUNTED TAG	11.28
FUND ACTIVITY	5926	KOHL'S #1169	FS1 CONF/TRNG RM CABINETS	277.47
FUND ACTIVITY	7625	PROCARD, WAYFAIR	FS1 ORGANIZERS & RESTROOM CABINETS	571.71

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	3717	AMAZON.COM	FS1 WASTEBASKETS	39.02
FUND ACTIVITY	3717	AMAZON.COM	MULTI USB PORT SPLITTER - FIRE STATION 61	73.63
FUND ACTIVITY	229	DELL MARKETING L.P., C/L DELL USA L.P.	6 DELL 24" MONITORS - FIRE STATION 61	1,187.13
FUND ACTIVITY	3717	AMAZON.COM	2 WIRELESS KEYBOARD/MOUSE COMBOS - FIRE STATION 1	61.94
FUND ACTIVITY	229	DELL MARKETING L.P., C/L DELL USA L.P.	2 DELL THUNDERBOLT LAPTOP DOCKS - FIRE STATION 61	554.35
FUND ACTIVITY	229	DELL MARKETING L.P., C/L DELL USA L.P.	DELL OPTIPLEX 7010 PLUS SFF - FIRE STATION 61	1,456.30
FUND ACTIVITY	3717	AMAZON.COM	GRAPHICS CARD FOR FIRE STATION 1 PC	168.44
Fund Activity Subtotal:				\$10,498.62
371 - GO BOND 2022 FUND Total:				\$10,498.62
402 - MEDICAL SERVICES FUND				
FUND ACTIVITY	10580	PROCARD, DAVID CLARK COMPANY, INC	REPAIR/REFURBISH DAVID CLARK EQUIPMENT FOR APPARATUS	628.25
FUND ACTIVITY	106	LESLIE ALLAN BARNETT	FIRE OFFICER II COURSE	490.00
FUND ACTIVITY	3717	AMAZON.COM	ORAL GLUCOSE MEDICATION	80.95
FUND ACTIVITY	999998	CARWRIGHT	PEAC AIRWAY COURSE TRAIN THE TRAINER	750.00
FUND ACTIVITY	4504	SHELL OIL	CHIEF TRAVEL TO EAST CO. FD	21.50
FUND ACTIVITY	3717	AMAZON.COM	LARGE BAY FLOOR SQUEEZIES	51.85
Fund Activity Subtotal:				\$2,022.55
402 - MEDICAL SERVICES FUND Total:				\$2,022.55
403 - BUILDING SAFETY FUND				
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL WA CHAPTER	N POTVIN: ICC 2021 INSPECTOR GUIDES	369.00
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL WA CHAPTER	NICK POTVIN: ICC 2021 MECH INSP GUIDE	79.00
Fund Activity Subtotal:				\$448.00
403 - BUILDING SAFETY FUND Total:				\$448.00
405 - STORMWATER UTILITY FUND				
FUND ACTIVITY	299	WA STATE DEPT OF AGRICULTURE	4295917981001	200.00
FUND ACTIVITY	999998	WA AGR*SERVICE FEE	SERVICE FEE FOR ANNUAL PESTICIDE LICENSE RENEWAL FOR 10 PUBLIC WORKS EMPLOYEES	6.00
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	FOAM PANEL FOR REPAIR - STORMWATER	39.00
Fund Activity Subtotal:				\$245.00
405 - STORMWATER UTILITY FUND Total:				\$245.00
410 - WATER AND SEWER FUND				
FUND ACTIVITY	14	BENTON COUNTY	RECORDING FEE HOLD HARMLESS - A. BOLT	210.64
FUND ACTIVITY	395	CITY OF KENNEWICK	SEPA FEE	296.00
FUND ACTIVITY	4636	ASCE MEMBERSHIP	ASCE RENEWAL - C. SHANNON	296.00

City of Kennewick
PCard Roster by Fund
11/1/2023 to 11/30/2023



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	999998	FOREST RIVER, INC.	BODY PARTS FOR REPAIR OF VEH 5101 TV VAN	272.95
FUND ACTIVITY	3717	AMAZON.COM	FLAG POLE LIGHT - WWTP	68.48
FUND ACTIVITY	3883	U R M CASH & CARRY	LAB CLEANING SUPPLIES FOR WTP	79.35
FUND ACTIVITY	7237	GOTPRINT.COM	BUSINESS CARDS FOR JUAN (JOHNNY) TIJERINA	36.52
FUND ACTIVITY	299	WA STATE DEPT OF AGRICULTURE	4295917981001	300.00
FUND ACTIVITY	999998	WA AGR*SERVICE FEE	SERVICE FEE FOR ANNUAL PESTICIDE LICENSE RENEWAL FOR 10 PUBLIC WORKS EMPLOYEES	9.00
Fund Activity Subtotal:				\$1,568.94
410 - WATER AND SEWER FUND Total:				\$1,568.94
501 - EQUIPMENT RENTAL FUND				
FUND ACTIVITY	754	DEPARTMENT OF LICENSING	REPORT OF SALE VEH 0153	13.65
FUND ACTIVITY	999998	BLAC RAC	GUN MOUNTS FOR NEW PD VEHICLES (INCORRECT WILL WASH)	3,473.00
FUND ACTIVITY	999998	BLAC RAC	CREDIT WASH FOR INCORRECT GUN MOUNTS NEW PD VEHICLES	(3,473.00)
FUND ACTIVITY	999998	RADIOTRONICS, INC	DOG RELEASE HARDWARE VEH 7330	1,921.22
FUND ACTIVITY	754	DEPARTMENT OF LICENSING	LICENSE AND REGISTRATION VEH 7319	64.00
FUND ACTIVITY	999998	IN *BLAC-RAC MANUFACTURIN	GUN MOUNTS FOR PD VEHICLES 7315 - 7321	4,066.72
FUND ACTIVITY	754	DEPARTMENT OF LICENSING	V7356 BILL OF SALE WITH DOL	13.65
Fund Activity Subtotal:				\$6,079.24
501 - EQUIPMENT RENTAL FUND Total:				\$6,079.24
503 - RISK MANAGEMENT FUND				
FUND ACTIVITY	8679	PROCARD, AMERICAN SOCIETY OF SA	MEMBERSHIP DUES	230.00
FUND ACTIVITY	8679	PROCARD, AMERICAN SOCIETY OF SA	ASSP TRAINING	815.00
FUND ACTIVITY	7073	PROCARD, SPORTSMANS WAREHOUSE 207	REPLACEMENT FOR STOLEN GENERATOR - STREETS	1,303.31
Fund Activity Subtotal:				\$2,348.31
503 - RISK MANAGEMENT FUND Total:				\$2,348.31
642 - METRO DRUG FORFEITURE FUND				
FUND ACTIVITY	1198	US POSTAL SERVICE	POSTAGE EXPENSE (TF23-108-1, TF23-113-1, TF23-113-2)	36.88
Fund Activity Subtotal:				\$36.88
642 - METRO DRUG FORFEITURE FUND Total:				\$36.88
Grand Total:				\$65,208.41

City of Kennewick
PCard Roster by Fund
11/1/2023 to 11/30/2023



I, Michele Hamada, Accounting Manager, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.

Michele Hamada

Michele Hamada, Accounting Manager

Council Agenda Coversheet	Agenda Item Number: 4.d. Council Date: 1/16/2024	Category: Consent Agenda
	Agenda Item Type: General Business Item Subject: Claim Roster: Toyota Center Operations and Box Office Accounts Department: Finance Ord/Reso # Project #	Contract # Permit #
<u>Recommendation</u> Staff recommends that Council approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2023. <u>Motion for Consideration</u> Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2023 in the amount of \$898,543.68 comprised of check numbers 26807-26887 in the amount of \$341,891.27 and electronic transfers in the amount of \$556,652.41. <u>Summary</u> <u>Alternatives</u> None. <u>Fiscal Impact</u> Total - \$898,543.68.		
<u>Attachments:</u> 1. Claims Roster		

Date	Check	Method	Name	Amount
<u>TOYO Sterling Operating Account</u>				
11/02/2023		Wire Transfer	King Beverage (00000486)	1,767.00
11/02/2023	2846083		Beer	1,550.00
101413	• Inventory - Beer		Beer	1,550.00
11/02/2023	2848927		Beer	217.00
101413	• Inventory - Beer		Beer	217.00
11/03/2023		Wire Transfer	King Beverage (00000486)	760.00
11/03/2023	2849752		Beer	760.00
101413	• Inventory - Beer		Beer	760.00
11/03/2023		Wire Transfer	Pepper Entertainment (00002656)	142,353.07
11/03/2023	Yoakam settle 10/19			142,353.07
102150	• A/P Settlements		Yoakam settlement 10/19	142,353.07
11/03/2023	26807	Auto Check	Adrianne Emineth (00003013)	250.00
11/03/2023	23-1105366		Runner - Fluffy	250.00
107404	• Event Contracted Labor		Runner - Fluffy	250.00
11/03/2023	26808	Auto Check	Advanced Protection Services, Inc. (00002751)	721.51
11/03/2023	R146892		Vault Security Monitoring	43.43
107209	• Security & Fire Alarm System		Vault Security Monitoring	43.43
11/03/2023	R146891		Temp Security Monitoring	43.43
107209	• Security & Fire Alarm System		Temp Security Monitoring	43.43
11/03/2023	R146890		OpenEye	418.50
107209	• Security & Fire Alarm System		OpenEye	418.50
11/03/2023	R146889		Fire Monitoring	73.86
107209	• Security & Fire Alarm System		Fire Monitoring	73.86
11/03/2023	R146888		Ammonia Monitoring	68.43
107209	• Security & Fire Alarm System		Ammonia Monitoring	68.43
11/03/2023	R146887		TA Fire Monitoring	73.86
107209	• Security & Fire Alarm System		TA Fire Monitoring	73.86
11/03/2023	26809	Auto Check	Backstage Electric, Inc. (00002752)	8,139.00
11/03/2023	2637		Labor - Fluffy	8,139.00
107401	• Outside Event Expense		Labor - Fluffy	8,139.00
11/03/2023	26810	Auto Check	Baskin Robbins (00002754)	461.04
11/03/2023	1344		Third Party Sales	461.04
104690	• Concession Sales - Third Party Expense		Third Party Sales	461.04
11/03/2023	26811	Auto Check	Bobablastic (00003078)	219.75
11/03/2023	1344		Third Party Sales	219.75
104690	• Concession Sales - Third Party Expense		Third Party Sales	219.75
11/03/2023	26812	Auto Check	Carmen Contreras - Coffee Crush (00002762)	317.30
11/03/2023	1344		Third Party Sales	317.30
104690	• Concession Sales - Third Party Expense		Third Party Sales	317.30
11/03/2023	26813	Auto Check	Central Washington Refrigeration, LLC (00002949)	3,009.60
11/03/2023	48145		Shaft Seal Kit	3,009.60
107212	• Building Repairs & Maintenance		Shaft Seal Kit	3,009.60
11/03/2023	26814	Auto Check	Chapala Express (00002758)	1,002.90
11/03/2023	1344		Third Party Sales	1,002.90
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,002.90
11/03/2023	26815	Auto Check	Concessions Supply (00002860)	1,167.27
11/03/2023	93828		Food	1,167.27
101411	• Inventory - Food		Food	1,167.27
11/03/2023	26816	Auto Check	Craig Bond (00002810)	630.00
11/03/2023	LTS: October 23		LTS: October 23	630.00
107304	• Contracted Services		LTS: October 23	630.00

Toyota Center and Arena

Claims Roster

Nov-23

Date	Check	Method	Name	Amount
11/03/2023	26817	Auto Check	DevFuzion (00000278)	5,887.84
	11/03/2023	23454	Network Support Service	5,887.84
	107104	• IT Support Services	Network Support Service	
			Due To/From TRCC	2,943.92
				2,943.92
11/03/2023	26818	Auto Check	Doggie Style Gourmet (00002767)	766.70
	11/03/2023	1344	Third Party Sales	766.70
	104690	• Concession Sales - Third Party Expense	Third Party Sales	
				766.70
11/03/2023	26819	Auto Check	Enterprise Rent A Car (00002931)	275.54
	11/03/2023	954800569	Car Rental - Yoakam	130.15
	104315	• Reimbursed Event Rentals	Car Rental - Yoakam	
	11/03/2023	954800617	Car Rental - Yoakam	145.39
	104315	• Reimbursed Event Rentals	Car Rental - Yoakam	
				145.39
11/03/2023	26820	Auto Check	Janine Adamson (00002809)	160.00
	11/03/2023	LTS: October 23	LTS: October 23	160.00
	107304	• Contracted Services	LTS: October 23	
				160.00
11/03/2023	26821	Auto Check	Jennifer Bond (00002941)	1,540.00
	11/03/2023	LTS: Admin October 23	LTS: Admin October 23	1,000.00
	107304	• Contracted Services	LTS: Admin October 23	
				1,000.00
	11/03/2023	LTS: October 23	LTS: October 23	540.00
	107304	• Contracted Services	LTS: October 23	
				540.00
11/03/2023	26822	Auto Check	KAPP-KVEW (00002980)	5,716.25
	11/03/2023	265976-2	TV Ads - PBR	1,487.50
	107402	• Event Advertising	TV Ads - PBR	
				1,487.50
	11/03/2023	265976-1	TV Ads - PBR	4,228.75
	107402	• Event Advertising	TV Ads - PBR	
				4,228.75
11/03/2023	26823	Auto Check	KC Brand (00002773)	636.32
	11/03/2023	1344	Third Party Sales	636.32
	104690	• Concession Sales - Third Party Expense	Third Party Sales	
				636.32
11/03/2023	26824	Auto Check	Loomis (00002895)	301.48
	11/03/2023	13356942	Armored Car Service	301.48
	107304	• Contracted Services	Armored Car Service	
			Due To/From TRCC	150.74
				150.74
11/03/2023	26825	Auto Check	Lowe's Commercial Services (00002776)	1,225.97
	11/03/2023	995719	PO4374 - Tools	48.90
	107201	• Tools & Supplies	Tools	
				48.90
	11/03/2023	995725	PO4374 - Tools	66.83
	107201	• Tools & Supplies	Tools	
				66.83
	11/03/2023	998952	PO4338 -Washing Machine Return	-720.79
	107202	• Small Equipment & Furniture	Washing Machine Return	
				-720.79
	11/03/2023	998995	PO4338 - Washing Machine	686.69
	107202	• Small Equipment & Furniture	Washing Machine	
				686.69
	11/03/2023	999027	PO4338 - Hose Return	-38.18
	107202	• Small Equipment & Furniture	Hose Return	
				-38.18
	11/03/2023	971097	PO4374 - Janitorial Supplies	160.77
	107201	• Tools & Supplies	Janitorial Supplies	
				160.77
	11/03/2023	986465	PO4408 - Tools	239.48
	107314	• Signage Expense	Tools	
				239.48
	11/03/2023	986471	PO4374 - Tools	28.85
	107201	• Tools & Supplies	Tools	
				28.85
	11/03/2023	987827	PO4404 - Tools	189.32
	107201	• Tools & Supplies	Tools	
				189.32
	11/03/2023	987842	PO4408 - Sand	76.01
	107314	• Signage Expense	Sand	
				76.01
	11/03/2023	988577	PO4408 - Supplies	94.53
	107314	• Signage Expense	Supplies	
				94.53
	11/03/2023	990743	PO4408 - Supplies	137.93
	107314	• Signage Expense	Supplies	
				137.93
	11/03/2023	997654	PO4404 - LED's	134.22
	107201	• Tools & Supplies	LED's	
				134.22
	11/03/2023	999774	PO4420 - Laundry Detergent	70.13
	107203	• Janitorial Supplies	Laundry Detergent	
				70.13

Toyota Center and Arena

Claims Roster

Nov-23

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
11/03/2023	26826	Auto Check	(voided check stub, detail below included in previous check amount)	
				VOID
	11/03/2023	971797	PO4404 - Concrete	34.46
	107201	• Tools & Supplies	Concrete	34.46
	11/03/2023	973284	PO4404 - Cables	16.82
	107201	• Tools & Supplies	Cables	16.82
11/03/2023	26827	Auto Check	MD Draft Team (00002835)	477.84
	11/03/2023	9789-36	Equipment Maintenance	477.84
	107510	• F&B Tools, Supplies & Equipment	Equipment Maintenance	477.84
11/03/2023	26828	Auto Check	Paul Boskovich (00002984)	300.00
	11/03/2023	23-1105365	Runner - Fluffy	300.00
	107404	• Event Contracted Labor	Runner - Fluffy	300.00
11/03/2023	26829	Auto Check	Reign Drop LLC (00003211)	470.98
	11/03/2023	S4176-23-1395	Pizza	139.51
	101411	• Inventory - Food	Pizza	139.51
	11/03/2023	S4176-23-1396	Pizza	96.27
	101411	• Inventory - Food	Pizza	96.27
	11/03/2023	RD-1102-BOXES	Slice Boxes	235.20
	101411	• Inventory - Food	Slice Boxes	235.20
11/03/2023	26830	Auto Check	Rocky Mountain Rigging (00002781)	6,997.00
	11/03/2023	Gabriel Iglesias 23	Rigging - Fluffy	6,997.00
	104370	• Reimbursed Outside Event Expense	Rigging - Fluffy	6,997.00
11/03/2023	26831	Auto Check	Roto-Rooter (00002782)	1,494.63
	11/03/2023	52767508	Plumbing Repair	1,494.63
	107212	• Building Repairs & Maintenance	Plumbing Repair	1,494.63
11/03/2023	26832	Auto Check	SMG-Yakima (00003066)	221.00
	11/03/2023	IN-121116639	Radio Ads - Thurogood	221.00
	104725	• Settlement Costs	Radio Ads - Thurogood	221.00
11/03/2023	26833	Auto Check	Stephens Media Group (00002844)	598.40
	11/03/2023	IN-1231011983	Radio Ads - Yoakam	598.40
	107402	• Event Advertising	Radio Ads - Yoakam	598.40
11/03/2023	26834	Auto Check	Sunbelt Rentals, Inc. (00002783)	680.40
	11/03/2023	145919626-0001	Manlift	680.40
	107305	• General Rental Equipment	Manlift	680.40
11/03/2023	26835	Auto Check	Taco City (00003055)	443.03
	11/03/2023	1344	Third Party Sales	443.03
	104690	• Concession Sales - Third Party Expense	Third Party Sales	443.03
11/03/2023	26836	Auto Check	Taylor Lee Nelson (00003414)	128.00
	11/03/2023	LTS: October 23	LTS: October 23	128.00
	107304	• Contracted Services	LTS: October 23	128.00
11/03/2023	26837	Auto Check	Tim Berry (00002808)	144.00
	11/03/2023	LTS: October 23	LTS: October 23	144.00
	107304	• Contracted Services	LTS: October 23	144.00
11/03/2023	26838	Auto Check	Townsquare Media-Tri Cities (00002784)	625.60
	11/03/2023	4362872-1	Radio Ads - Yoakam	625.60
	107402	• Event Advertising	Radio Ads - Yoakam	625.60
11/03/2023	26839	Auto Check	Tri-City Americans (00000851)	22,375.00
	11/03/2023	99910252023KB	King Beverage Deal	15,500.00
	104241	• Signage & Display Sponsorship - Tenant Share	King Beverage Deal	15,500.00
	11/03/2023	99910252023CC	F&B Sponsorship	6,875.00
	104241	• Signage & Display Sponsorship - Tenant Share	F&B Sponsorship	6,875.00

Toyota Center and Arena

Claims Roster

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Date	Check	Method	Name	Amount
11/03/2023	26840	Auto Check	US Foods (00002786)	3,924.63
11/03/2023	101411	• Inventory - Food	Food	139.53
11/03/2023	107513	• F&B Janitorial Supplies	Food	139.53
11/03/2023	5571804		PO4444 - Kitchen Supplies	495.69
11/03/2023	107513	• F&B Janitorial Supplies	Kitchen Supplies	495.69
11/03/2023	5522819		PO4444 - Kitchen Supplies	488.27
11/03/2023	107513	• F&B Janitorial Supplies	Kitchen Supplies	488.27
11/03/2023	5571805		Food	1,479.93
11/03/2023	101411	• Inventory - Food	Food	1,479.93
11/03/2023	5637670		Food	55.49
11/03/2023	101411	• Inventory - Food	Food	55.49
11/03/2023	5637668		Food	1,265.72
11/03/2023	101411	• Inventory - Food	Food	1,265.72
11/03/2023	26841	Auto Check	VenuWorks, Inc. (00000894)	3,374.61
11/03/2023	19029		Management Fee - November	10,406.41
11/03/2023	107306	• VenuWorks Management Fee	Management Fee - November	10,406.41
11/03/2023	18995		F&B Commissions Credits	-7,031.80
11/03/2023	102140	• Accrued Expenses - Other	F&B Commissions Credits	-7,031.80
11/03/2023	26842	Auto Check	WCP Solutions (00002788)	VOID 0.00
11/03/2023	26843	Auto Check	Weaver Exterminating Service, Inc. (00002804)	VOID 0.00
11/03/2023	26844	Auto Check	WCP Solutions (00002788)	2,430.86
11/03/2023	107203	• Janitorial Supplies	PO4450 - Vacuum Bags	14.46
11/03/2023	107203	• Janitorial Supplies	Vacuum Bags	14.46
11/03/2023	107203	• Janitorial Supplies	PO4450 - Janitorial Supplies	1,699.20
11/03/2023	107203	• Janitorial Supplies	Janitorial Supplies	1,699.20
11/03/2023	107203	• Janitorial Supplies	PO4450 - Janitorial Supplies	717.20
11/03/2023	107203	• Janitorial Supplies	Janitorial Supplies	717.20
11/03/2023	26845	Auto Check	Weaver Exterminating Service, Inc. (00002804)	420.67
11/03/2023	107304	• Contracted Services	Monthly Rodent Control	280.45
11/03/2023	107304	• Contracted Services	Monthly Rodent Control	280.45
11/03/2023	107304	• Contracted Services	TA Monthly Rodent Control	140.22
11/03/2023	107304	• Contracted Services	TA Monthly Rodent Control	140.22
11/13/2023		Wire Transfer	King Beverage (00000486)	6,719.31
11/13/2023	101413	• Inventory - Beer	Beer	6,719.31
11/13/2023	101413	• Inventory - Beer	Beer	6,719.31
11/13/2023		Wire Transfer	Odom East LLC (00003343)	792.56
11/13/2023	101413	• Inventory - Beer	Beer	792.56
11/13/2023	101413	• Inventory - Beer	Beer	792.56
11/17/2023		Wire Transfer	Southern Glazer's of WA (00002855)	729.11
11/17/2023	101415	• Inventory - Liquor	Liquor	729.11
11/17/2023	101415	• Inventory - Liquor	Liquor	729.11
11/16/2023	26846	Auto Check	Abbott & Abbott LLC (00002770)	195.66
11/16/2023	107508	• F&B Equipment Repairs & Maintenance	Filt&Fry Fryer Service	195.66
11/16/2023	107508	• F&B Equipment Repairs & Maintenance	Filt&Fry Fryer Service	195.66
11/16/2023	26847	Auto Check	Apollo Heating and Air Conditioning (00002933)	3,583.95
11/16/2023	107210	• HVAC Repairs & Maintenance	HVAC Maintenance	3,583.95
11/16/2023	107210	• HVAC Repairs & Maintenance	HVAC Maintenance	3,583.95
11/16/2023	26848	Auto Check	Ascentis Corporation (00002983)	1,832.73
11/16/2023	107070	• Payroll Processing	Nova5000	1,832.73
11/16/2023	107070	• Payroll Processing	Nova5000	1,832.73
11/16/2023	107070	• Payroll Processing	Due To/From TRCC	916.37
11/16/2023	107070	• Payroll Processing	Due To/From TRCC	916.37
11/16/2023	26849	Auto Check	Backstage Electric, Inc. (00002752)	1,789.00
11/16/2023	107401	• Outside Event Expense	Labor - Fluffy	1,789.00
11/16/2023	107401	• Outside Event Expense	Labor - Fluffy	1,789.00

Toyota Center and Arena

Claims Roster

Nov-23

Date	Check	Method	Name	Amount
11/16/2023	26850	Auto Check	Baskin Robbins (00002754)	4,890.96
11/16/2023	3292		Third Party Sales	999.36
104690	• Concession Sales - Third Party Expense		Third Party Sales	999.36
11/16/2023	4238		Third Party Sales	1,179.53
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,179.53
11/16/2023	1233		Third Party Sales	407.43
104690	• Concession Sales - Third Party Expense		Third Party Sales	407.43
11/16/2023	3095		Third Party Sales	1,016.43
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,016.43
11/16/2023	2824		Third Party Sales	1,288.21
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,288.21
11/16/2023	26851	Auto Check	Benton Franklin District Health (00000118)	1,525.00
11/16/2023	0304-108893		Permit Renewal: Arena	100.00
107505	• F&B Licenses, Fees & Permits		Permit Renewal: Arena	100.00
11/16/2023	0301-3074		Permit Renewal: Stand A	200.00
107505	• F&B Licenses, Fees & Permits		Permit Renewal: Stand A	200.00
11/16/2023	0301-3070		Permit Renewal: Main Kitchen	725.00
107505	• F&B Licenses, Fees & Permits		Permit Renewal: Main Kitchen	725.00
11/16/2023	0301-3067		Permit Renewal: Kiosk/Kona	200.00
107505	• F&B Licenses, Fees & Permits		Permit Renewal: Kiosk/Kona	200.00
11/16/2023	0309-13209		Permit Renewal: Stand B	100.00
107505	• F&B Licenses, Fees & Permits		Permit Renewal: Stand B	100.00
11/16/2023	0301-3066		Permit Renewal: Stand W	200.00
107505	• F&B Licenses, Fees & Permits		Permit Renewal: Stand W	200.00
11/16/2023	26852	Auto Check	Bobablastic (00003078)	2,789.85
11/16/2023	3292		Third Party Sales	483.95
104690	• Concession Sales - Third Party Expense		Third Party Sales	483.95
11/16/2023	4238		Third Party Sales	1,091.57
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,091.57
11/16/2023	1233		Third Party Sales	200.19
104690	• Concession Sales - Third Party Expense		Third Party Sales	200.19
11/16/2023	3095		Third Party Sales	555.90
104690	• Concession Sales - Third Party Expense		Third Party Sales	555.90
11/16/2023	2824		Third Party Sales	458.24
104690	• Concession Sales - Third Party Expense		Third Party Sales	458.24
11/16/2023	26853	Auto Check	Brashear Electric, Inc. (00002756)	8,060.98
11/16/2023	40263		PO4220 - Concourse Outlets	3,940.38
107212	• Building Repairs & Maintenance		Concourse Outlets	3,940.38
11/16/2023	40262		Concession Stands Circuits	2,327.04
107212	• Building Repairs & Maintenance		Concession Stands Circuits	2,327.04
11/16/2023	40534		Stage Set Up - Yoakam	896.78
104327	• Reimbursed Contract Labor		Stage Set Up - Yoakam	896.78
11/16/2023	40535		Stage Set Up - Fluffy	896.78
104327	• Reimbursed Contract Labor		Stage Set Up - Fluffy	896.78
11/16/2023	26854	Auto Check	Canon Financial Services, Inc (00002793)	365.06
11/16/2023	31532552		Copier Contract	365.06
107105	• Printing / Copying		Copier Contract	182.53
			Due To/From TRCC	182.53
11/16/2023	26855	Auto Check	Canon Solutions (00002757)	488.18
11/16/2023	6006046647		Copier Maintenance - JRA	423.31
			Due To/From TRCC	423.31
11/16/2023	6006048344		Copier Maintenance - QHM	37.29
107105	• Printing / Copying		Copier Maintenance - QHM	37.29
11/16/2023	6006090204		Copier Maintenance - UMT	27.58
107105	• Printing / Copying		Copier Maintenance - UMT	27.58
11/16/2023	26856	Auto Check	Carmen Contreras - Coffee Crush (00002762)	1,329.83
11/16/2023	3292		Third Party Sales	399.81
104690	• Concession Sales - Third Party Expense		Third Party Sales	399.81
11/16/2023	1233		Third Party Sales	264.37
104690	• Concession Sales - Third Party Expense		Third Party Sales	264.37
11/16/2023	3095		Third Party Sales	345.16
104690	• Concession Sales - Third Party Expense		Third Party Sales	345.16
11/16/2023	2824		Third Party Sales	320.49
104690	• Concession Sales - Third Party Expense		Third Party Sales	320.49

Toyota Center and Arena

Claims Roster

Nov-23

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
11/16/2023	26857	Auto Check	Cascade Natural Gas (00000161)	3,560.84
11/16/2023	107217	10/11/2023-11/07/2023 • Natural Gas	Gen Com Service Gen Com Service	3,560.84 3,560.84
11/16/2023	26858	Auto Check	Cascade Natural Gas (00000161)	2,150.71
11/16/2023	107217	10/11/2023-11/7/2023 • Natural Gas	TA Gen Com Service TA Gen Com Service	2,150.71 2,150.71
11/16/2023	26859	Auto Check	Central Washington Refrigeration, LLC (00002949)	1,105.01
11/16/2023	107212	48223 • Building Repairs & Maintenance	Cond Pump Repair Cond Pump Repair	1,105.01 1,105.01
11/16/2023	26860	Auto Check	Chapala Express (00002758)	4,431.43
11/16/2023	104690	3292 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	1,361.91 1,361.91
11/16/2023	104690	1233 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	605.59 605.59
11/16/2023	104690	3095 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	1,060.91 1,060.91
11/16/2023	104690	2824 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	1,403.02 1,403.02
11/16/2023	26861	Auto Check	City of Kennewick - Misc (00002830)	2,650.00
11/16/2023	107404	15663 • Event Contracted Labor	Security Services Security Services	2,650.00 200.00
11/16/2023	107404	• Event Contracted Labor	Security Services	300.00
11/16/2023	107404	• Event Contracted Labor	Security Services	400.00
11/16/2023	107404	• Event Contracted Labor	Security Services	400.00
11/16/2023	104327	• Reimbursed Contract Labor	Security Services	550.00
11/16/2023	107404	• Event Contracted Labor	Security Services	400.00
11/16/2023	107404	• Event Contracted Labor	Security Services	400.00
11/16/2023	26862	Auto Check	City of Kennewick - Water (00002858)	6,898.46
11/16/2023	107219	8/30/23-10/27/23 • Water	Water Service Water Service	6,898.46 6,898.46
11/16/2023	26863	Auto Check	Coca-Cola (00000213)	8,781.50
11/16/2023	101411	147331 • Inventory - Food	Beverages Beverages	2,352.00 2,352.00
11/16/2023	101411	147683 • Inventory - Food	Beverages Beverages	7,044.50 7,044.50
11/16/2023	101413	• Inventory - Beer	Beer	185.00
11/16/2023	101411	1363615 • Inventory - Food	Beverage Credit Beverage Credit	-800.00 -800.00
11/16/2023	26864	Auto Check	Concessions Supply (00002860)	1,029.21
11/16/2023	101411	93956 • Inventory - Food	Food Food	1,029.21 1,029.21
11/16/2023	26865	Auto Check	Cougar Digital Marketing & Design (00002861)	159.00
11/16/2023	107302	12366 • Venue Marketing & Non-Event Advertising	Website Maintenance Website Maintenance	159.00 159.00
11/16/2023	26866	Auto Check	DevFuzion (00000278)	125.00
11/16/2023	107302	23557 • Venue Marketing & Non-Event Advertising	Website Updates Website Updates	125.00 125.00
11/16/2023	26867	Auto Check	Doggie Style Gourmet (00002767)	4,508.89
11/16/2023	104690	3292 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	1,615.88 1,615.88
11/16/2023	104690	1233 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	626.27 626.27
11/16/2023	104690	3095 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	1,093.93 1,093.93
11/16/2023	104690	2824 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	1,172.81 1,172.81

Toyota Center and Arena

Claims Roster

Nov-23

Date	Check	Method	Name	Amount
11/16/2023	26868	Auto Check	Enterprise Rent A Car (00002931)	216.54
	11/16/2023	954959857	Car Rental: Fluffy	216.54
	104315	• Reimbursed Event Rentals	Car Rental: Fluffy	216.54
11/16/2023	26869	Auto Check	Ferrell Gas (00002769)	548.92
	11/16/2023	1124513540	Propane	548.92
	107214	• Fuel & Vehicle Costs	Propane	274.46
			Due To/From TRCC	274.46
11/16/2023	26870	Auto Check	Great Floors (00003719)	4,236.17
	11/16/2023	JB23-210406	PO4421 - Carpet Repair	4,236.17
	107212	• Building Repairs & Maintenance	Carpet Repair	4,236.17
11/16/2023	26871	Auto Check	Jacob's Radio (00002833)	156.40
	11/16/2023	23100331	Radio Ads - Yoakam	156.40
	107402	• Event Advertising	Radio Ads - Yoakam	156.40
11/16/2023	26872	Auto Check	Jennifer Bond (00002941)	1,000.00
	11/16/2023	LTS - November 23 Admin	LTS - November 23 Admin	1,000.00
	107304	• Contracted Services	LTS - November 23 Admin	1,000.00
11/16/2023	26873	Auto Check	Jocelyn Perez (00003676)	26.06
	11/16/2023	Reimbursement: Hand Warmers	REIMB: Hand Warmers	26.06
	107201	• Tools & Supplies	REIMB: Hand Warmers	26.06
11/16/2023	26874	Auto Check	KC Brand (00002773)	5,146.42
	11/16/2023	3292	Third Party Sales	1,579.87
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,579.87
	11/16/2023	1233	Third Party Sales	500.31
	104690	• Concession Sales - Third Party Expense	Third Party Sales	500.31
	11/16/2023	3095	Third Party Sales	1,702.52
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,702.52
	11/16/2023	2824	Third Party Sales	1,363.72
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,363.72
11/16/2023	26875	Auto Check	KCMB Elkhorn Media Group (00002827)	516.80
	11/16/2023	2300032960	Radio Ads - Yoakam	516.80
	107402	• Event Advertising	Radio Ads - Yoakam	516.80
11/16/2023	26876	Auto Check	Reign Drop LLC (00003211)	1,458.31
	11/16/2023	S4176-23-1397	Pizza	156.54
	101411	• Inventory - Food	Pizza	156.54
	11/16/2023	S4176-23-1398	Pizza	90.05
	101411	• Inventory - Food	Pizza	90.05
	11/16/2023	S4176-23-1400	Pizza	85.46
	101411	• Inventory - Food	Pizza	85.46
	11/16/2023	S4176-23-1401	Pizza	44.64
	101411	• Inventory - Food	Pizza	44.64
	11/16/2023	S4176-23-1147	Pizza	167.10
	101411	• Inventory - Food	Pizza	167.10
	11/16/2023	S4176-23-1399	Pizza	335.22
	101411	• Inventory - Food	Pizza	335.22
	11/16/2023	S4176-23-1680	Pizza	85.46
	101411	• Inventory - Food	Pizza	85.46
	11/16/2023	S4176-23-1679	Pizza	157.31
	101411	• Inventory - Food	Pizza	157.31
	11/16/2023	S4176-23-1644	Pizza	121.37
	101411	• Inventory - Food	Pizza	121.37
	11/16/2023	S4176-23-1623	Pizza	215.16
	101411	• Inventory - Food	Pizza	215.16
11/16/2023	26877	Auto Check	Roto-Rooter (00002782)	326.64
	11/16/2023	52865604	Plumbing Repair	326.64
	107212	• Building Repairs & Maintenance	Plumbing Repair	326.64
11/16/2023	26878	Auto Check	Schindler Elevator Corporation (00002966)	2,003.01
	11/16/2023	7153810562	Phone Line Programming	2,003.01
	107205	• Communications	Phone Line Programming	2,003.01

Toyota Center and Arena

Claims Roster

Nov-23

Date	Check	Method	Name	Amount
11/16/2023	26879	Auto Check	Springhill Suites of Kennewick (00002726)	1,069.04
11/16/2023	104370	Folio: 54496 • Reimbursed Outside Event Expense	Room Rental - Fluffy Room Rental - Fluffy	267.26
11/16/2023	104370	Folio: 54495 • Reimbursed Outside Event Expense	Room Rental - Fluffy Room Rental - Fluffy	267.26
11/16/2023	104370	Folio: 54494 • Reimbursed Outside Event Expense	Room Rental - Fluffy Room Rental - Fluffy	267.26
11/16/2023	104370	Folio: 54497 • Reimbursed Outside Event Expense	Room Rental - Fluffy Room Rental - Fluffy	267.26
11/16/2023	26880	Auto Check	Staples Advantage (00002740)	733.65
11/16/2023	107102	3550912569 • Office Supplies	PO4445 - Office Supplies Office Supplies	730.76
11/16/2023	107102	3551180379 • Office Supplies	PO4445 - Calculator Ribbon Calculator Ribbon	2.89
11/16/2023	26881	Auto Check	Taco City (00003055)	2,962.27
11/16/2023	104690	3292 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	885.59
11/16/2023	104690	1233 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	560.33
11/16/2023	104690	3095 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	700.36
11/16/2023	104690	2824 • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales	815.99
11/16/2023	26882	Auto Check	US Foods (00002786)	5,722.48
11/16/2023	101411	5815039 • Inventory - Food	Food Food	2,391.61
11/16/2023	101411	5815037 • Inventory - Food	Food Food	3,124.05
11/16/2023	101413	• Inventory - Beer	Beer	206.82
11/16/2023	26883	Auto Check	Vistar Corporation (00002787)	2,368.33
11/16/2023	101411	70212595 • Inventory - Food	Food Food	2,368.33
11/16/2023	26884	Auto Check	WCP Solutions (00002788)	3,521.28
11/16/2023	107203	13426312 • Janitorial Supplies	PO4455 - Janitorial Supplies Janitorial Supplies	1,686.59
11/16/2023	107203	13426313 • Janitorial Supplies	PO4455 - Janitorial Supplies Janitorial Supplies	502.98
11/16/2023	107203	13434800 • Janitorial Supplies	PO4459 - Janitorial Supplies Janitorial Supplies	1,054.19
11/16/2023	107203	13434801 • Janitorial Supplies	PO4459 - Janitorial Supplies Janitorial Supplies	277.52
11/19/2023		Wire Transfer	King Beverage (00000486)	VOID 0.00
11/22/2023		Wire Transfer	Icon Concerts (00000422)	354,109.11
11/22/2023	102150	Fluffy settle 11/5/23 • A/P Settlements	Fluffy settle 11/5/23	354,109.11
11/20/2023		Wire Transfer	King Beverage (00000486)	5,722.83
11/20/2023	101413	2857428 • Inventory - Beer	Beer Beer	5,722.83
11/20/2023		Wire Transfer	Odom East LLC (00003343)	1,887.72
11/20/2023	101413	15536847 • Inventory - Beer	Beer Beer	1,887.72
11/22/2023	26885	Auto Check	Backstage Electric, Inc. (00002752)	4,659.00
11/22/2023	107401	2652 • Outside Event Expense	Labor for Blippi Labor for Blippi	4,659.00

Toyota Center and Arena

Claims Roster

Nov-23

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
11/22/2023	26886	Auto Check	Paul Boskovich (00002984)	250.00
	11/22/2023	23-1122365	Runner - Blippi	250.00
	107404	• Event Contracted Labor	Runner - Blippi	250.00
11/22/2023	26887	Auto Check	Rocky Mountain Rigging (00002781)	4,455.60
	11/22/2023	Blippi	Rigging for Blippi	4,455.60
	104370	• Reimbursed Outside Event Expense	Rigging for Blippi	4,455.60
11/27/2023		Wire Transfer	Washington State Department of Revenue (00002989)	29,624.61
	11/27/2023	TOYO Oct 2023 B&O taxes due		29,624.61
	102325	• B&O Tax Payable	TOYO Oct 2023 B&O taxes due	4,186.26
	102310	• Sales Tax Payable - State	TOYO Oct 2023 B&O taxes due	22,416.82
	107603	• B&O Taxes	TOYO Oct 2023 B&O taxes due	3,021.53
11/30/2023		Wire Transfer	American Payment Solutions - APS (00002969)	750.57
	11/30/2023	APS CC Fees TOYO Nov 2023	APS CC Fees Nov 2023	750.57
	107310	• Credit Card Fees	APS CC Fees Nov 2023	750.57
11/30/2023		Wire Transfer	Revel Systems (00003299)	2,702.60
	11/30/2023	Concession POS Fees Nov 2023	Concession POS Fees Nov 2023	2,702.60
	107510	• F&B Tools, Supplies & Equipment	Concession POS Fees Nov 2023	2,702.60
11/30/2023		Wire Transfer	Revel Systems (00003299)	764.75
	11/30/2023	Arena Fees Nov 2023	Arena Fees Nov 2023	764.75
	107310	• Credit Card Fees	Arena Fees Nov 2023	764.75
11/30/2023		Wire Transfer	Revel Systems (00003299)	7,859.94
	11/30/2023	Concession Fees Nov 2023	Concession Fees Nov 2023	7,859.94
	107514	• F&B Credit Card & Banking Fees	Concession Fees Nov 2023	7,859.94
11/30/2023		Wire Transfer	Fintech (00003296)	23.37
	11/30/2023	Fintech TOYO Fees Nov 2023	Fintech Fees Nov 2023	23.37
	107311	• Banking Fees	Fintech Fees Nov 2023	23.37
11/29/2023	26888	Auto Check	Tri-City Americans (00000851)	160,727.98
	11/29/2023	Ams v Everett 10/7/23		25,458.66
	102150	• A/P Settlements	Ams v Everett 10/7	25,458.66
	11/29/2023	Ams v Brandon 10/13/23		11,753.39
	102150	• A/P Settlements	Ams v Brandon 10/13	11,753.39
	11/29/2023	Ams v Kamloops 10/14/23		12,254.26
	102150	• A/P Settlements	Ams v Kamloops 10/14	12,254.26
	11/29/2023	Ams v Wenatchee 10/18/23		4,957.02
	102150	• A/P Settlements	Ams v Wenatchee 10/18/23	4,957.02
	11/29/2023	Ams v Kelowna 10/20/23		11,514.42
	102150	• A/P Settlements	Ams v Kelowna 10/20/23	11,514.42
	11/29/2023	Ams v Everett 10/22/23		9,178.21
	102150	• A/P Settlements	Ams v Everett 10/22/23	9,178.21
	11/29/2023	Ams v Vancouver 11/1/23		5,041.90
	102150	• A/P Settlements	Ams v Vancouver 11/1/23	5,041.90
	11/29/2023	Ams v Spokane 11/4/23		33,289.84
	102150	• A/P Settlements	Ams v Spokane 11/4/23	33,289.84
	11/29/2023	Ams v Kelowna 11/7/23		5,093.36
	102150	• A/P Settlements	Ams v Kelowna 11/7/23	5,093.36
	11/29/2023	Ams v Kamloops 11/10/23		22,681.38
	102150	• A/P Settlements	Ams v Kelowna 11/7/23	22,681.38
	11/29/2023	Ams v Pr Albert 11/11/23		19,505.54
	102150	• A/P Settlements	Ams v Pr Albert 11/11/23	19,505.54
Total Paid - TOYO Operating:				898,457.82

Nov-23

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
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TOYO Sterling Box Office Account

11/30/2023	Wire Transfer	American Express Card Processing (00003298)		85.86
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11/30/2023	AmEx Box Office Fees Nov 2023	AmEx Box Office Fees Nov 2023		85.86
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107311 • Banking Fees

AmEx Box Office Fees Nov 2023

Banking Fees 85.86

Total Paid - TOYO Box Office:	<u>85.86</u>
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Total Paid - Combined:	<u>898,543.68</u>
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I, Michele Hamada, Accounting Manager, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Michele Hamada, Accounting Manager

The payments on this claims roster are comprised of the following:

Check numbers 26807-26887	\$	341,891.27
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Electronic transfers - Operations		556,566.55
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Electronic transfers - Box Office		85.86
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Total	\$	<u>898,543.68</u>
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Exceptions:

Council Agenda Coversheet	Agenda Item Number: 4.e. Council Date: 1/16/2024	Category: Consent Agenda
	Agenda Item Type: General Business Item Subject: Claims Roster: Columbia Park Golf Course Account Department: Finance Ord/Reso # Project #	Contract # Permit #
<u>Recommendation</u> That Council approve the Claims Roster for the Columbia Park Golf Course Account for November 2023. <u>Motion for Consideration</u> Motion to approve the Claims Roster for the Columbia Park Golf Course Account for November 2023 in the amount of \$30,378.84, comprised of check numbers 2787-2790 in the amount of \$5,969.05 and electronic transfers in the amount of \$24,409.79. <u>Summary</u> <u>Alternatives</u> None. <u>Fiscal Impact</u> \$30,378.84.		
<u>Attachments:</u> 1. Claims Roster		

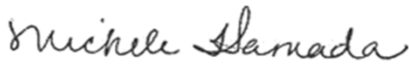
COLUMBIA PARK GOLF COURSE FUND

CHECK REGISTER

NOVEMBER 2023

Check Number	Vendor Check Name	Check Date	Amount	Type
2788	KENNEWICK GOLF CORP	11/20/2023	\$5,106.45	Check
2789	TOTAL E INTEGRATED INC.	11/20/2023	\$438.00	Check
2790	YELP	11/20/2023	\$40.00	Check
2787	COLUMBIA POINT GOLF COURSE	11/20/2023	\$384.60	Check
ADPTS 3036496	ADP TOTAL SOURCE (AUTOPAY)	11/13/2023	\$4,133.47	EFT
NATIONWIDE 1123	NATIONWIDE	11/1/2023	\$753.36	EFT
WA DOR 0036741762	DEPARTMENT OF REVENUE	11/17/2023	\$3,879.75	EFT
0-036-488-989	DEPARTMENT OF REVENUE	11/3/2023	\$75.00	EFT
482435	PLANET TURF - SPOKANE VALLEY	11/8/2023	\$1,267.53	EFT
482473	SENSKE SERVICES	11/8/2023	\$90.49	EFT
482473	SENSKE SERVICES	11/8/2023	\$90.49	EFT
482472	WAMBEKE WINDOW WASHING	11/8/2023	\$25.00	EFT
Paid by ACH	COLEMAN OIL COMPANY	11/9/2023	\$338.20	EFT
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/9/2023	\$27.50	EFT
482949	CITY OF KENNEWICK ELECTRICAL	11/14/2023	\$275.84	EFT
483635	ANTIGUA GROUP, INC	11/22/2023	\$162.48	EFT
483650	TRI-CITY REGIONAL CHAMBER OF COMMERCE	11/22/2023	\$372.00	EFT
Paid by ACH	COLEMAN OIL COMPANY	11/24/2023	\$210.32	EFT
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023	\$10.55	EFT
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023	\$10.40	EFT
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023	\$12.50	EFT
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023	\$17.50	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/3/2023	\$6,143.28	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/17/2023	\$4,565.76	EFT
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHGS)	11/30/2023	\$905.03	EFT
Bank Deduction	MERCHANT SERVICES	11/1/2023	\$1,017.92	EFT
Bank Deduction	US Bank	11/14/2023	\$25.42	EFT
			<u>\$30,378.84</u>	

I, Michele Hamada, Accounting Manager, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Michele Hamada, Accounting Manager

The payments on this claims roster are comprised of the following:

Check numbers 2787-2790	\$	5,969.05
Electronic transfers		24,409.79
Total	\$	<u>30,378.84</u>

Exceptions:

Check	Vendor	Date	Amount	Debit	Credit
2788	KENNEWICK GOLF CORPORATION	11/20/2023		\$5,106.45	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$5,106.45
	PURCH	59600-080-244-00	ACCOUNTING FEES	\$1,277.20	
	PURCH	59610-080-244-00	MANAGEMENT FEE	\$3,829.25	
2789	TOTAL E INTEGRATED INC.	11/20/2023		\$438.00	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$438.00
	PURCH	51900-050-244-00	CONTRACT SERVICES	\$438.00	
2790	YELP	11/20/2023		\$40.00	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$40.00
	PURCH	53100-080-244-00	ADVERTISING & MARKETING	\$40.00	
2787	COLUMBIA POINT GOLF COURSE	11/20/2023		\$384.60	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$384.60
	PURCH	50100-060-244-00	SALARIES	\$192.30	
	PURCH	50100-080-244-00	SALARIES	\$192.30	
ADPTS 3036496	ADP TOTAL SOURCE (AUTOPAY)	11/13/2023		\$4,133.47	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$4,133.47
	PURCH	50800-050-244-00	HEALTH BENEFITS	\$2,069.97	
	PURCH	50800-060-244-00	HEALTH BENEFITS	\$2,063.50	
NATIONWIDE 1023	NATIONWIDE	11/1/2023		\$753.36	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$753.36
	PURCH	18400-000-244-00	PREPAID GEN LIAB INS	\$753.36	
WA DOR 0036741762	DEPARTMENT OF REVENUE	11/17/2023		\$3,879.75	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$3,879.75
	PURCH	20300-000-244-00	SALES TAX PAYABLE	\$2,402.99	
	PURCH	91101-000-244-00	OTHER STATE TAX	\$1,476.76	
0-036-488-989	DEPARTMENT OF REVENUE	11/3/2023		\$75.00	
	PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$75.00
	PURCH	53500-050-244-00	LICENSES & FEES	\$75.00	
482435	PLANET TURF - SPOKANE VALLEY	11/8/2023		\$1,267.53	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		1,267.53
	PURCH	58100-060-244-00	EQUIPMENT PARTS	1267.53	
482473	SENSKE SERVICES	11/8/2023		\$180.98	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$180.98
	PURCH	51900-050-244-00	CONTRACT SERVICES	\$90.49	
	PURCH	51900-060-244-00	CONTRACT SERVICES	\$90.49	
482472	WAMBEKE WINDOW WASHING	11/8/2023		\$25.00	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$25.00
	PURCH	51900-080-244-00	CONTRACT SERVICES	\$25.00	
Paid by ACH	COLEMAN OIL COMPANY	11/9/2023		\$338.20	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$338.20
	PURCH	58300-050-244-00	FUEL & OIL GOLF	\$99.52	
	PURCH	58300-060-244-00	FUEL & OIL MAINTENANCE	\$238.68	
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/9/2023		\$27.50	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$27.50
	PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$27.50	
482949	CITY OF KENNEWICK ELECTRICAL	11/14/2023		\$275.84	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$275.84
	PURCH	52200-060-244-00	UTILITIES - GAS & ELECTRIC	\$39.44	
	PURCH	52210-060-244-00	IRRIGATION ELECTRICITY	\$236.40	
483635	ANTIGUA GROUP, INC	11/22/2023		\$162.48	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$162.48
	PURCH	51200-050-244-00	UNIFORMS	\$162.48	
483650	TRI-CITY REGIONAL CHAMBER OF COMMERCE	11/22/2023		\$372.00	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$372.00
	PURCH	51400-080-244-00	PROFESSIONAL DUES & FEES	\$372.00	
Paid by ACH	COLEMAN OIL COMPANY	11/24/2023		\$210.32	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$210.32
	PURCH	58300-060-244-00	FUEL & OIL MAINTENANCE	\$210.32	
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023		\$10.55	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$10.55
	PURCH	49200-070-244-00	COGS - SOFT BEVERAGE	\$10.55	
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023		\$10.40	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$10.40
	PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$10.40	
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023		\$12.50	
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$12.50
	PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$12.50	
Paid by ACH	PEPSI COLA BOTTLING CO. OF PASCO	11/24/2023		\$17.50	

Check	Vendor	Date	Amount	Debit	Credit
	PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$17.50
	PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$17.50	
	PURCH	58300-060-244-00	FUEL & OIL MAINTENANCE	\$120.98	
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/3/2023		\$6,143.28	
	PAY	50000-000-244-00	TEMPORARY ACCT		\$6,143.28
	PURCH	50200-050-244-00	HOURLY WAGES	\$3,159.98	
	PURCH	50200-060-244-00	HOURLY WAGES	\$2,787.62	
	PURCH	50800-050-244-00	HEALTH BENEFITS		\$406.21
	PURCH	50800-060-244-00	HEALTH BENEFITS		\$403.22
	PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$527.63	
	PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$427.67	
	PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$22.11	
	PURCH	52100-050-244-00	CELL PHONE	\$27.70	
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/17/2023		\$4,565.76	
	PAY	50000-000-244-00	TEMPORARY ACCT		\$4,565.76
	PURCH	50200-050-244-00	HOURLY WAGES	\$2,567.28	
	PURCH	50200-060-244-00	HOURLY WAGES	\$1,681.82	
	PURCH	50200-060-244-00	SICK	\$130.00	
	PURCH	50400-050-244-00	SALES COMMISSIONS	\$180.00	
	PURCH	50800-050-244-00	HEALTH BENEFITS		\$406.21
	PURCH	50800-060-244-00	HEALTH BENEFITS		\$403.22
	PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$472.30	
	PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$293.98	
	PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$22.11	
	PURCH	52100-050-244-00	CELL PHONE	\$27.70	
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHGS)	11/30/2023		\$905.03	
	PURCH	50000-000-244-00	TEMPORARY ACCT		\$905.03
	PURCH	49200-070-244-00	COGS - SOFT BEVERAGE	\$48.32	
	PURCH	51300-060-244-00	EDUCATION & TRAINING	\$120.00	
	PURCH	51900-050-244-00	CONTRACT SERVICES	\$225.40	
	PURCH	52100-060-244-00	TELECOMMUNICATIONS	\$111.94	
	PURCH	52300-060-244-00	GARBAGE & DEBRIS REMOVAL	\$133.40	
	PURCH	52500-080-244-00	OFFICE SUPPLIES	\$31.38	
	PURCH	52800-080-244-00	SUBSCRIPTIONS & PUBLICATIONS	\$9.21	
	PURCH	53100-080-244-00	ADVERTISING & MARKETING	\$102.61	
	PURCH	53200-080-244-00	PROMO & ENTER	\$27.70	
	PURCH	53500-060-244-00	LICENSES & FEES	\$1.35	
	PURCH	53500-060-244-00	LICENSES & FEES	\$45.00	
	PURCH	55800-060-244-00	OTHER DEPT SUPPLIES	\$48.72	
Bank Deduction	MERCHANT SERVICES	11/1/2023		\$1,017.92	
	PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$1,017.92
	PURCH	54000-080-244-00	BANK CHARGES	\$1,017.92	
Bank Deduction	US Bank	11/14/2023		\$25.42	
	PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$25.42
	PURCH	54000-080-244-00	BANK CHARGES	\$25.42	

Council Agenda Coversheet	Agenda Item Number: 4.f. Council Date: 1/16/2024	Category: Consent Agenda
	Agenda Item Type: General Business Item Subject: Annexation: AZ-2023-0002 Kapsi (1215 S Cedar St) - Setting the Public Meeting Date Department: Community Planning Ord/Reso # Project # Contract # Permit # AZ-2023-0002	
<u>Recommendation</u> Staff recommends that the City Council set the required public meeting for AZ-2023-0002 on February 6, 2024. <u>Motion for Consideration</u> Motion to set the date of February 6, 2024, for the required public meeting on Annexation AZ-2023-0002 Kapsi (1215 S Cedar St). <u>Summary</u> On December 12, 2023, a complete Notice of Intent to Petition for Annexation was received. The proposal includes one parcel at 1215 S Cedar Street, totaling 1.18 acres. The site's land use designation was amended during the 2023 Comprehensive Plan Amendment Process. RCW 35A.14.120 requires that the City Council hold a public meeting with the petitioners to determine if the City will accept, reject or geographically modify the proposed annexation boundary, whether it shall require the simultaneous adoption of a proposed zoning regulation and whether it shall require the assumption of all or of any portion of existing city indebtedness by the area to be annexed. <u>Alternatives</u> No alternatives are recommended by staff. <u>Fiscal Impact</u> None		
<u>Attachments:</u> 1. Notice of Intention 2. Proposed Annexation 3. Legal Description		

NOTICE OF INTENTION TO COMMENCE ANNEXATION PROCEEDINGS

November 10, 2023

The Honorable Mayor and City Council
City Of Kennewick
210 W. 6th Ave
Kennewick, WA 99336

Dear Mayor and City Council:

Jorge Guitron, who is the sole owner of the acreage of which annexation is sought, hereby advised the City Council of the City of Kennewick that it is the desire of Jorge Guitron, the owner of the subject property, to commence annexation proceedings:

The property herein referred to is legally described on Exhibit "A" and attached hereto and is geographically depicted on a Benton County Assessor's parcel map on Exhibit "B" further attached hereto.

It is requested that the City Council of the City of Kennewick set a date not later than sixty (60) days after the filing of this request, for a meeting with the undersigned to determine:

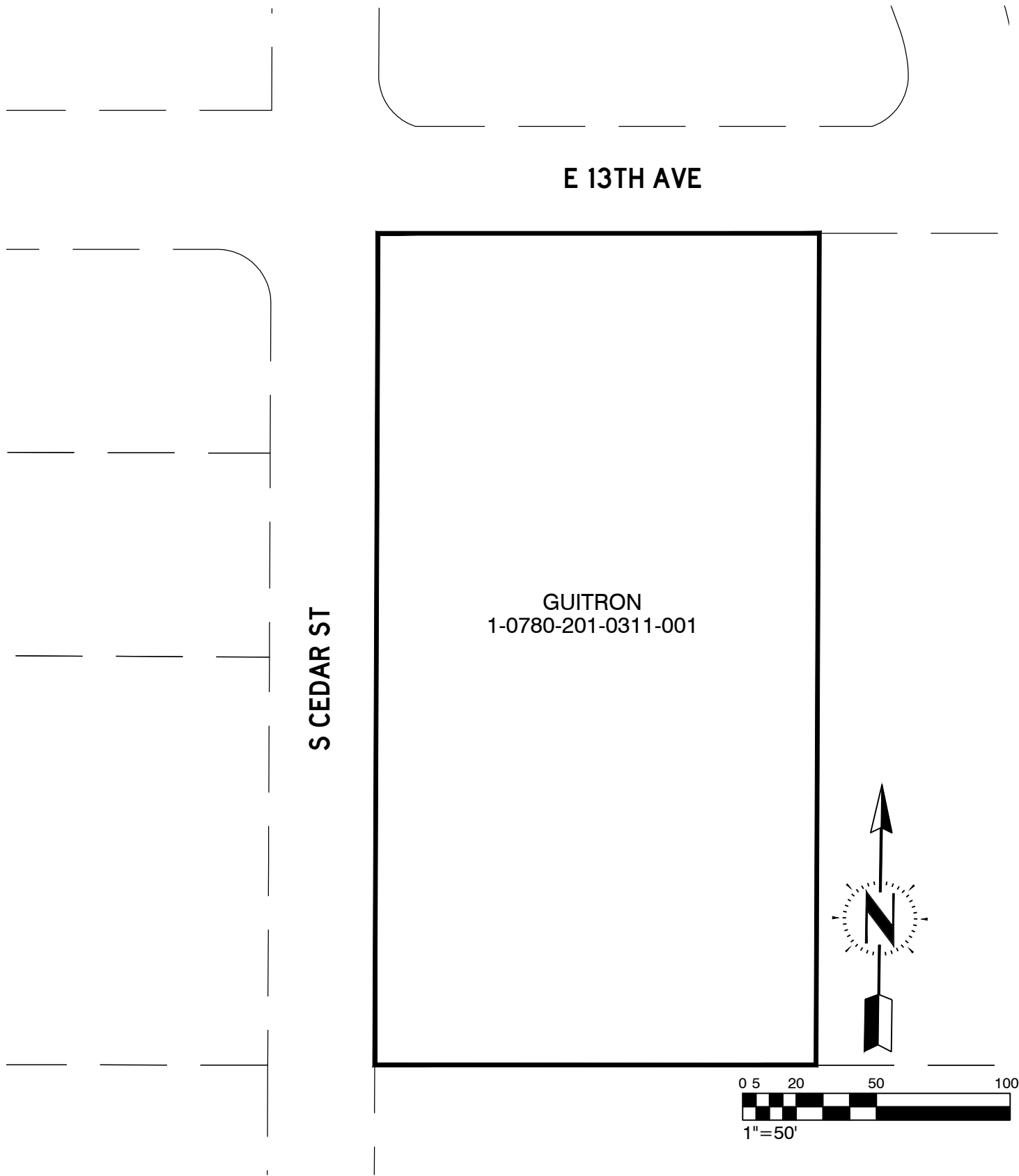
1. Whether the City Council will accept, reject, or geographically modify the proposed annexation.
2. Whether the City Council will require the simultaneous adoption of the zoning for the proposed area in substantial compliance with the Comprehensive Plan as adopted by the City of Kennewick.
3. Whether the City Council will require the assumption of all or any portion of indebtedness by the area to be annexed.


Owner Signature

Jorge Guitron Bernal
Printed Name

1215 S Cedar St
107802010311001
Address & Tax Parcel Number

11/14/2023
Date Signed



Annexation Exhibit for:
1215 S Cedar St
A project in the City of Kennewick

JF ENGINEERING
PLLC
104 N Clover Island Dr. Suite 201
Kennewick, WA 99336
509.551.8174
John@JFEngineering.pro

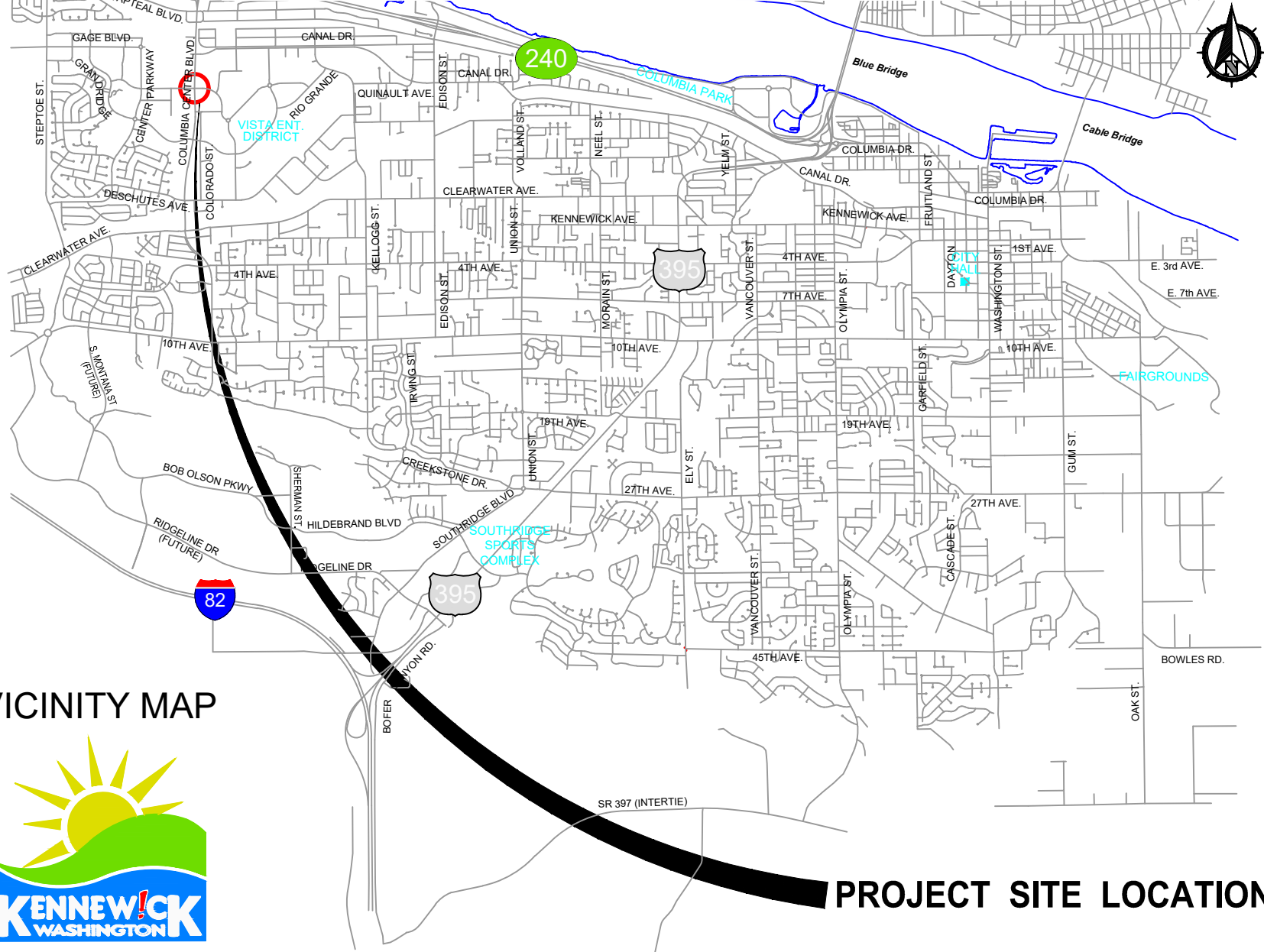
Legal Description

Lot 1, Short Plat 311, according to the survey thereof recorded under Auditor's File No. 721671, records of Benton County, Washington. Subject to: Easements, reservations, restrictions, plat dedications, restrictive covenants, of record of or in apparent use, and future municipal district assessments and irrigation district assessments, if any.

Council Agenda Coversheet	Agenda Item Number: 4.g.	Council Date:	1/16/2024	Category: Consent Agenda												
	Agenda Item Type: Contract/Agreement/Lease															
	Subject: Bid Award: Water Filtration Plant Miscellaneous Upgrades															
	Department: Public Works															
	Ord/Reso #	Contract #														
	Project # P2117-23	Permit #														
<u>Recommendation</u>																
Staff recommends City Council award Contract P2117-23 Water Filtration Plant Miscellaneous Upgrades Ph. 1 (re-bid) project to Industrial Construction of Washington (ICW), LLC in the amount of \$894,646.30, plus a 10% contingency amount of \$89,464.63, for a total amount of \$984,110.93.																
<u>Motion for Consideration</u>																
Motion to award Contract P2117-23 Water Filtration Plant Miscellaneous Upgrades Ph. 1 (re-bid) project to Industrial Construction of Washington (ICW), LLC in the amount of \$894,646.30, plus a 10% contingency amount of \$89,464.63, for a total amount of \$984,110.93.																
<u>Summary</u>																
Three (3) bids were received on January 2, 2024 at 2:00 p.m.																
<table><tr><td>Industrial Construction of Washington, LLC</td><td>\$894,646.30</td><td>Engineer's Estimate</td><td>\$692,359.22</td></tr><tr><td>Pipe of Washington Contracting</td><td>\$1,047,895.18</td><td></td><td></td></tr><tr><td>SCI Industrial Services</td><td>\$1,186,353.97</td><td></td><td></td></tr></table>					Industrial Construction of Washington, LLC	\$894,646.30	Engineer's Estimate	\$692,359.22	Pipe of Washington Contracting	\$1,047,895.18			SCI Industrial Services	\$1,186,353.97		
Industrial Construction of Washington, LLC	\$894,646.30	Engineer's Estimate	\$692,359.22													
Pipe of Washington Contracting	\$1,047,895.18															
SCI Industrial Services	\$1,186,353.97															
The Water Filtration Plant Misc. Upgrades Project consists of improvements to the permanganate dosing system and tank, installation of a new sedimentation basin catwalk, installation of 1 owner furnished 5,000 gallon surge tank, removal and replacement of 2 existing 8,500 gallon fiberglass reinforced plastic (RFP) chemical tanks with 2 owner furnished tanks, removal and replacement of 4 existing 5,000 gallon FRP chemical storage tanks with 4 owner furnished tanks, and other miscellaneous work as described in the project plans. The project was originally advertised for bids in October of 2023, with one bid submitted. The single responsive bid was \$340K over the Engineer's Estimate. Consistent with previous bid reviews and awards where a single bid was received and was significantly higher than the Engineer's Estimate, Council rejected the single bid at the November 21st meeting and directed staff to re-advertise the project. Minor revisions were made to the plans to improve bid-ability and the project was re-advertised for a longer duration. The re-bid resulted in receipt of three responsive bids with a \$140k lower bid than previous. State law requires that we award contracts to a responsible bidder with the lowest responsive bid. We have reviewed all bids and determined them all to be responsive. We are recommending award of this project to Industrial Construction of Washington, LLC, who is the lowest responsive and responsible bidder.																
<u>Alternatives</u>																
None recommended.																
<u>Fiscal Impact</u>																
Water and Sewer Fund \$984,110.93																
<u>Attachments:</u>																
None																

Council Agenda Coversheet	Agenda Item Number: 4.h.	Council Date:	1/16/2024	Category: Consent Agenda
	Agenda Item Type: Contract/Agreement/Lease			
	Subject: Bid Award: Quinault/CCB Intersection - Signal Materials Procurement Contract			
	Department: Public Works			
	Ord/Reso #	Contract #		
	Project #P2011	Permit #		
<u>Recommendation</u>				
That City Council award Contract P2011-23 (Quinault & CCB Signal Materials Procurement) to Sierra Electric in the amount of \$367,253.00, plus a 10% contingency amount of \$36,725.30, for a total amount of \$403,978.30.				
<u>Motion for Consideration</u>				
Motion to award Contract P2011-23 (Quinault & CCB Signal Materials Procurement) to Sierra Electric in the amount of \$367,253.00, plus a 10% contingency amount of \$36,725.30, for a total amount of \$403,978.30.				
<u>Summary</u>				
Four (4) bids were received on January 9, 2024 at 10:00 a.m.				
Sierra Electric	\$367,253.00	Engineer's Estimate	\$335,000.00	
Knobel's Electric, Inc.	\$392,700.00			
Colvico	\$406,122.00			
Titan Earthwork	\$414,020.00			
The scope of work for this project includes construction of a second left-turn lane for added turning capacity for east-bound traffic turning north onto Columbia Center Blvd. An additional lane will also be constructed on Columbia Center Blvd. southbound that will turn into the Red Lion property. The proposed work will be in preparation for extending a third lane south of the intersection for both north and southbound traffic on Columbia Center Blvd. This particular procurement contract is for pre-purchasing the signal equipment for the project, since the material has been experiencing long lead times for fabrication and delivery. Staff anticipates that the actual reconstruction work on the intersection won't take place until late Summer/early Fall of this year.				
State law requires that we award contracts to a responsible bidder with the lowest responsive bid. We have reviewed all bids and determined them all to be responsive. We are recommending award of this contract to Sierra Electric, who we have determined to be a responsive bidder with the lowest responsive bid.				
<u>Alternatives</u>				
Not pre-purchase signal equipment, but incorporate purchase into the overall construction contract. This route would prolong the project by several months.				
<u>Fiscal Impact</u>				
Urban Arterial Street Fund: \$113,684				
Federal Match: \$290,294				
<u>Attachments:</u>				
1. Map				

Quinault & Columbia Center Blvd. Intersection



Council Agenda Coversheet	Agenda Item Number: 4.i. Council Date: 1/16/2024	Category: Consent Agenda
	Agenda Item Type: Contract/Agreement/Lease Subject: Collective Bargaining Agreement: Kennewick Police Officers Benefit Association (KPOBA) Department: Finance Ord/Reso # Project #	Contract # Permit #
<u>Recommendation</u> Staff recommends approval of the 2022-2024 collective bargaining agreement between the City of Kennewick and the Kennewick Police Officers Benefit Association (KPOBA). <u>Motion for Consideration</u> Motion to authorize the Mayor and Interim City Manager to sign the 2024 - 2026 collective bargaining agreement as presented. <u>Summary</u> The previous collective bargaining agreement between the City and the KPMA expired on December 31, 2023. The parties have reached a tentative agreement on a successor contract with the following economic terms: Term of agreement: three years, from January 1, 2024 (retroactive) to December 31, 2026. Key elements of this agreement include: • Article 8, Section 1: Officer-in-charge (OIC) shall be compensated at the base sergeant pay range for all time worked as an OIC. • Article 9, Section 2: Salaries: January 1, 2024, a 5% increase; July 1, 2024, a 1% increase; January 1, 2025, a 3.5% increase; January 1, 2026, a 3% increase. Specialty Pay: SWAT Increase from 3% to 4%. • Article 10, Section 1: 2024 Clothing allowance increases from \$1,500 to \$1,750. In 2025 and 2026, the clothing allowance decreases from \$1,750 to \$1,600. • Article 14, Section 1: Medical Coverage will increase \$20 per employee in 2024 and an additional increase of \$10 per employee in 2026. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u> The total projected economic impact is within the City's adopted budget as approved by City Council.		
<u>Attachments:</u> 1. Agreement		

Tentative Agreement 12/13/2023

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**THE KENNEWICK POLICE OFFICERS BENEFIT
ASSOCIATION**

AND THE

CITY OF KENNEWICK, WASHINGTON

**JANUARY 1, ~~2020-2024~~ THROUGH DECEMBER 31,
~~2022~~2026**

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Update TOC if/where necessary

PREAMBLE

The provisions contained herein constitute an agreement between the City of Kennewick and the Kennewick Police Officers Benefit Association governing wages, hours and working conditions for those members of the Kennewick Police Department. Unless expressly provided herein, the provisions of this Agreement shall be effective January 1, ~~2020~~2024.

The parties agree to incorporate into this Agreement the attached Memoranda of Understanding and/or Memoranda of Agreement in effect on December 31, ~~2019~~2024 and expressly agree to extend the same through the duration of this Agreement:

- Basic Law Enforcement Academy Costs – May 11, 2015
- Officers in Charge – February 29, 2016
- Six (6) Patrol Shift Schedule – November 28, 2017
- Extra Duty Employment Policy – January 4, 2018
- Traffic Officer Schedule – August 16, 2018
- Compensatory Time/Blackout Dates – April 23, 2019

ARTICLE 1 – DEFINITIONS

As used herein, the following terms are defined as follows:

- A. "Employer" means the City of Kennewick, Washington.
- B. "Association" means the Kennewick Police Officers Benefit Association.
- C. "Employee" means a permanent full time employee in the bargaining unit (as defined in subparagraph "E" hereof) covered by this Agreement.
- D. "Supervisory or Command Personnel" means the Chief of Police or any employee holding the rank of sergeant, lieutenant, or commander.
- E. "Bargaining Unit" as used herein shall include all full time sworn police officers of the Kennewick Police Department.
- F. "Monthly Salary" means the monthly rate of pay so identified and set forth in Appendix "A" to this Agreement.
- G. "Department" means the Kennewick Police Department.
- H. "Annual Leave" means scheduled workdays on which a full time employee may, by pre-arrangement, continue to receive the regular rate of compensation although he/she does not work.
- I. "Sick Leave" means any unused sick leave accumulated by the employee up until May 1, 1999. This sick leave will be frozen after May 1, 1999. Employees may utilize the frozen sick leave, for sick leave purposes, until the frozen account is exhausted.

ARTICLE 2 – RECOGNITION

Section 2.1. Recognition. The employer recognizes the Association as the sole and exclusive bargaining representative of the employees in the Bargaining Unit (as defined in Article I, subparagraph "E") for the purpose of establishing wages, hours and working conditions.

ARTICLE 3 – EMPLOYER RIGHTS AND RESPONSIBILITIES

Section 3.1. Employer Rights. Any and all rights concerned with the management and operation of the Department are exclusively that of the Employer, unless otherwise provided by the terms of this Agreement.

The Association recognizes:

1. The prerogative of the Employer to operate and manage its affairs in all respects in accordance with its responsibilities and powers.
2. That the Employer reserves those rights concerning management and operation of the Department which includes, but are not limited to the following:
 - a. To recruit, assign, transfer or promote members to positions within the Department.
 - b. To suspend, demote, discharge or take other disciplinary action against members for just cause.
 - c. To determine methods, means and personnel necessary for Departmental operations.
 - d. To control the Department Budget.
 - e. Take whatever actions are necessary at all times in order to assure the proper functioning of the Department.
3. Nothing in this Agreement shall be construed to limit those rights and authorities generally reserved to management.

ARTICLE 4 – PERFORMANCE OF DUTY

Section 4.1. Productivity. The Employer and the Association shall work together to meet the production requirements of the City; to provide the public with efficient and courteous service; to encourage good attendance of employees on regular duty; to promote a climate of labor relations that will aid in achieving a high level of efficiency in the Department; to promote employee training and development.

Section 4.2. Strike Prohibition. Employees shall perform their assigned duties to the best of their physical and mental ability. The Association and the Employer agree that there shall be no strikes, blue flu, walkouts, slowdowns, stoppage of work or any interference with the efficient operation of the Department.

Section 4.3. Lock Out Prohibition. Because of the emergency nature of Police Services, and the necessity for protection of the lives and property of the community, the City pledges not to cause a lockout of members of the Bargaining Unit.

Section 4.4. Recourse. An employee who engages in any of the actions described in Section 4.2 above shall be subject to disciplinary actions as may be determined by the City, including the loss of one (1) day of paid time off for each day the employee engages in such activity. In addition, employees who engage or encourage such action shall be subject to discipline or discharge.

ARTICLE 5 – HOURS OF WORK

Section 5.1. Work Shifts. The normal workday shall consist of either eight (8), nine (9), ten (10) or twelve (12) hours of work in a twenty-four hour period, including mealtime, except for declared emergencies.

For employees assigned to patrol, the sequence for a twelve (12) hour shift will be three (3) days on, two (2) days off, followed by two (2) days on. Then the sequence will be three (3) days off, two (2) days on, followed by two (2) days off. Then repeat except as modified for shift rotation, if implemented. The starting and stopping times for each twelve (12) hours shift shall be established by mutual agreement between the Association and the City. The intent of the agreement is that those officers working a twelve hour shift will have every other Friday, Saturday and Sunday off.

The day shift will be from 0600-1800. The mid shift will be established between ~~1400-1200~~ and ~~1600-1500~~ for a starting point and the ending point will be 12 hours later. The mid-shift will be flexible until such time as the best hours are established to meet the needs of the department and citizens. It is the intent of the City to utilize normal rotation time frames if adjustments to the mid shift hours need to be made. Night shift shall be from 1800-0600.

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Traffic Officers shall be assigned to either dayshift or mid shift based on their assignment within the unit.

K-9 officers shall work an adjusted mid shift.

The CAT Officers will work Tuesday through Friday, from ~~4~~700 to ~~0300~~1700. Saturday, Sunday, and Monday will be regular days off.

When an employee on a compressed work schedule is required to travel, participate in a training course, or serve at a location where the hours of work are different than the employee's schedule, the division manager or designee will make individual adjustments in the work hours on a case-by-case basis to ensure that there are 80 hours of work included in each two week work schedule period for employees.

Where necessary, the supervisor may change an employee's schedule to standard 8 hour days and/or a 40 hour week during critical work assignments requiring this adjustment to correct work problems resulting from the compressed schedule. Except in the event of an emergency or unforeseen circumstance, employees will be notified one week in advance when a change to the work schedule is required to satisfy operational priorities.

Section 5.2. Work Periods. Unless otherwise agreed by the parties, the work period shall consist of a fourteen (14) consecutive day period.

Section 5.3. Breaks and Meal Periods. Time for work breaks and lunch will total one and one-half (1 ½) hours per ten (10) or twelve (12) hour shift and will be taken in two increments of forty-five (45) minutes.

Section 5.4. Shift Trades. Subject to the prior approval of the Chief or his authorized designee, employees may make temporary shift trades provided, however, that the department shall incur no overtime liability resulting there from.

Section 5.5. Shift. Assignments Shift assignments may be made by the Department to accommodate seniority, PTOs, SWAT and the needs of each shift. However, the City agrees that shifts will not be changed or adjusted to avoid overtime payments.

Section 5.6. Work Schedules. The City shall prepare and post an annual work schedule no later than December 15 of each year. Depending on actual implementation of the six-shift plan this date may be modified to meet actual needs on a one-time basis.

Section 5.7. Shift Rotation. Patrol shifts will rotate on a four (4) month basis.

Section 5.8. Kelly Time. Unless adjustments are made, members working a twelve (12) hour shift will annually result in hours worked per employee in excess of 2080 hours per year. To reduce scheduled work hours to the level of 2080 hours per year, it is agreed that time off for each officer each month (Kelly Day(s)), not to exceed twenty-four (24) hours, shall be scheduled administratively. Preference for this time off shall be granted on a rotational basis within squads depending upon manpower-staffing requirements.

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Section 5.9. Training Days. Each calendar year, KPD shall schedule five (5) training days consisting of eight (8) hours each. Members must attend three (3) training days unless excused in advance by the Division Commander/Supervisor. The specific training days shall be identified no less than thirty (30) days in advance in order to provide members with adequate time to make provisional arrangements; this notice requirement may be waived by mutual agreement of the Department and the members. In addition, the Department must provide members with at least thirty (30) days' notice if members' attendance at a particular training day is determined by the Department to be mandatory. The start time of these training days shall be scheduled by mutual agreement of the parties.

- (a) Patrol Division: Members working 12-hour schedules will attend training on their scheduled days off and shall receive eight (8) hours of compensatory time or overtime for at the rate of one and one-half (1 ½) times the employee's straight time rate of pay. Members working 8-, 9- or 10-hour schedules will attend training during their normal work hours at their normal rate of pay. Trainers will be compensated in the same manner as those members being trained.

In order to accommodate the current four patrol shift structure, trainers may be required to train up to twelve (12) days each calendar year. Any adjustments to normal work schedules due to the training schedule will be made no less than thirty (30) days in

advance or by mutual agreement of the Department and the affected members.

- (b) Non-Patrol Division: Members not assigned to the Patrol Division shall identify three (3) of the scheduled training days to attend and will adjust their work hours on the dates of those trainings. The adjusted work hours will be the hours of the entire chosen training. Overtime or compensatory time will only be approved by supervisors if there is an identified need to report to work either prior to or following the identified training. In such an event, members will receive compensatory time or overtime for the hours worked prior to or following the identified training at the rate of one and one-half (1 ½) times the employee's straight time rate of pay.

Members may be excused from the requirement to attend three (3) training days if the member has already attended, or is scheduled to attend, a minimum of twenty-four (24) hours of approved training during the same calendar year, and if the member is granted approval from his or her supervisor. However, the member shall be required to attend those training days identified by the department as mandatory, including but not limited to department qualification and state-mandated classes. Exceptions to this policy shall not be made without the approval of a Police Commander.

If a member elects to attend additional training on a day other than the three (3) identified days, the member shall report to work for his or her normal work hours and will receive compensatory time or overtime if the training exceeds the work hours of his or her normal work hours. The member may alternately adjust his or her regular work hours to accommodate the training with supervisor pre-approval.

Each officer will be required to attend a combination of training days and outside training to ensure that he or she received the state-mandated number of hours of training each year. If the state-mandated number of hours changes during any year of this contract, the parties agree to reopen this section for further negotiations.

Section 5.10. Detective Work Schedule. Detectives will work eight 910-hour days ~~and one 8-hour day~~ over a 2-week period.

ARTICLE 6 – OVERTIME

Section 6.1. Daily and Weekly Overtime. All work which has been specifically authorized by a supervisor and is performed in excess of the employee's regular work day or which has been performed outside the employee's regularly scheduled shift shall constitute overtime.

Section 6.2. Overtime Compensation. Overtime hours shall be compensated at the rate of one and one-half (1 ½) times the employee's straight time rate of pay or the employee may, at his/her option, elect to earn compensatory time in lieu of overtime pay as provided in Section 6.3 of this Article. The City agrees that shifts will not be changed or adjusted to avoid overtime payment. With 14 days notice, shifts may be changed to avoid overtime for purposes of providing training. Training will be defined as Department approved programs, to include "Caliber Press", to ensure that employees are qualified, certified and proficient in law enforcement techniques. No overtime shall be paid or compensatory time earned for work less than eight (8) minutes either before or after an employee's shift.

Section 6.3. Compensatory Time.

1. At the option of the employee, compensatory time may be earned instead of cash overtime pay. Compensatory time will be earned at the overtime rate and, where paid, will be paid at the straight time rate. No more than one hundred twenty (120) hours of compensatory time may be earned or carried over to the next year.
2. With reasonable notice, an employee's request for the use of compensatory time off may not be denied except if to grant the request would result in undue disruption to the City. "Reasonable notice" shall be defined as at least seven (7) days notice of the intended use of compensatory time off. If the City would not be required to fill in for the absent employee with another employee on an overtime basis, "reasonable notice" can be less than seven (7) days notice.
3. Upon separation from employment, it is agreed that accrued compensatory time will be converted to cash and paid to the employee. Additionally, all employees may request to cash-out up to eighty (80) hours of compensatory time per calendar year. Employees may make such a request on April 1 and/or August 1 of each calendar year, although the total annual cash-out may not exceed eighty (80) hours.

ARTICLE 7 – DUTY AND COURT CALL-BACK

Section 7.1. Shift Extensions. For purposes of this Article, appearance for a call back to duty or to court must occur at least one (1) hour prior to the start, or more than one (1) hour after the conclusion of the employee's shift. Should the appearance for the call back occur less than one (1) hour before or one (1) hour after the end of the regularly assigned shift, the time worked shall be deemed an extension of the shift and shall be compensated at the regular or overtime rate, as appropriate, and shall not be subject to the call back minimums provided herein.

Section 7.2. Duty Call Back. If called to duty outside a scheduled shift, whether on a scheduled work day or a scheduled day off, the employee will receive overtime pay for actual hours worked and will be guaranteed a minimum of three (3) hours pay at the overtime rate.

Section 7.3. Court Call Back. Officers will be required to call a designated number on the last court working day before a scheduled court day. If called to Court outside a scheduled shift, whether on a scheduled work day or a scheduled day off, the employee will be paid at the overtime rate for actual hours worked and will be guaranteed a minimum of three (3) hours paid at the overtime rate. For purposes of this Article, an employee is entitled to Court call-back pay only if requested to appear in Court to fulfill responsibilities that arise from their employment with the City.

Section 7.4. Court Cancellation. Employees shall be entitled to receive the court call-back minimums specified in Section 7.3, above, even if the court appearance is canceled provided:

1. The employee calls the individual designated by the Employer to verify the court appearance on the last scheduled normal work day preceding the court appearance; and
2. The City fails to notify the employee at least one (1) hour before the scheduled court appearance. Cancellation notice shall be actual notice to the employee either orally or in writing, or a good faith effort to contact the employee.

Section 7.5. On-Call Status for Detectives. A detective who is in an on-call status, as approved by the Department, shall receive one hour of comp time for each day they are in an on-call status. If the on-call detective is called to duty he/she shall not receive the one hour of compensatory time; however, they shall be compensated for their call-in pursuant to the provisions of Section 7.1 or 7.2, whichever is applicable. Nothing in this Section shall guarantee that the on-call detective will be the one called in. Aa detective who is in an on-call status shall be allowed to drive their assigned vehicle home.

ARTICLE 8 – OICs AND PTOs

Section 8.1. OIC. Employees assigned as officers-in-charge (OICs) ~~for 42 or more hours in a pay period~~ shall be compensated at the base sergeant's pay range for all time worked as an OIC. ~~The employee shall be compensated at 5.0% above the employee's regular rate of pay. MPO's and SPO's shall serve as OIC with no additional compensation.~~

Assignment to a higher classification shall be made at the sole discretion of the Chief or command personnel and shall not be subject to the grievance procedure.

Section 8.2. PTO. The officer assigned as a Police Training Officer shall receive one and a half (1.5) hours of compensatory time (at the straight time rate), per day, when assigned to a student officer and required to complete daily reports. It is agreed the City has the right to choose and assign PTOs, and such assignments will be made based upon the needs of the department. It is further agreed that PTO assignments create no property rights.

ARTICLE 9 – MONTHLY SALARIES

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Section 9.1. Step Advance. Salaries are to be paid in the same manner as now in use by the Payroll Section of the Employer and in-service raises will be granted on the employee's anniversary date, provided the employee satisfactorily performs the duties and responsibilities of his position.

Section 9.2. Salaries. All bargaining unit employees will receive the following monthly base wages:

January 1, 20202024

	Hire	18 Mo.	30 Mo.	42 Mo.
Police Officer	\$6,625	\$6,956	\$7,371	\$7,779
Police Officer First Class	Add 2.5% to Salary		\$7,973	
Senior Police Officer	Add 6.0% to Salary		\$8,246	
Master Police Officer	Add 10.0% to Salary		\$8,557	

On January 1, 2024, increase 2023 base Police Officer wages above by 5% (integrate this into numbers above upon agreement).

On July 1, 2024, bargaining unit members will receive a salary increase of 1%.

On January 1, 20212025, bargaining unit members will receive a salary increase of 3.5%.

On January 1, 20222026, bargaining unit members will receive a salary increase equal to 100% of the CPI-U West B&C cities (June to June) with a minimum of 2% and a maximum of 4%.of 3%

Specialty Pay: An additional three percent (3%) per month over base pay (maximum amount would be 3% above top step officer and only one specialty will be compensated per individual) for the following specialties:

- Traffic
- ~~SWAT~~
- Youth Services: DARE, SRO, Tri-Tech
- Training Officer
- Crime Resistant Community Living (CRCL) Officer

An additional four percent (4%) per month over base pay (maximum amount would be 4% above top step officer and only one specialty will be compensated per individual) for the following specialties:

- K-9
- Detective
- CAT

- Federal Task Forces: DEA, FBI, Metro, Federal Marshal, ICAC
- SWAT

Bilingual Skills: An officer ~~with a Bachelor's degree in Spanish, or meeting the Language Line Level III Proficiency or other a~~ joint Association/City-approved certification test for Spanish, will receive an additional three percent (3%) per month over base pay. This additional pay for bilingual skills may be added to any other Specialty Pay the officer may receive. ~~Employees who were qualified for Spanish proficiency before the ratification of the 2024 contract year shall be grandfathered in for the purposes of initial testing. Testing shall be at the expense of the officerCity. Recertification at the same level shall be required every threesix years to maintain the three percent (3%) increase.~~

Section 9.3. Overpayments. When an overpayment is made to an employee, recovery of the overpayment by the City shall be made at the same rate as the overpayment, however, if an employee terminates prior to full repayment, the total unpaid amount will be withheld from the employee's final paycheck.

Section 9.4. Bi-Weekly Payroll. The City may, after giving sixty (60) days notice, institute a bi-weekly payroll on or after January 1, 1997.

Section 9.5. In the event that a weekend and/or a holiday near the end of a pay period cause Payroll to have a very short period of time to produce payroll, the deadline for submitting timesheets may be moved a few days back. If the employee works unscheduled overtime between the time he or she is required to submit a timesheet and the end of the pay period, the overtime will be added to the paycheck for the following pay period. Scheduled overtime between the two dates can be added to the timesheet prior to submission.

Section 9.6. Deferred Compensation. Effective 1/1/2015, the City shall pay an amount equal to 5% of the employee's wage into their ICMA-RC 457. Employees are eligible to participate in the ICMA-RC 457 loan provision under the terms and conditions established for the plan by ICMA.

ARTICLE 10 – CLOTHING AND EQUIPMENT

Section 10.1. Clothing/Ammunition Allowance. All existing officers, including plain clothes officers, will receive an allowance for uniform purchase and maintenance and practice ammunition in the following amounts of

Contract year 2024: \$15001750.00 per officer-per year.

Contract years 2025 and 2026: \$1,600 per year.

~~–~~New hires will be issued uniforms and will receive the appropriately prorated portion of \$750.00 per officer in their first year. Employees will receive the allowance payment on a separate check, on the second claims run of January of each year. Such payments will be subject to IRS regulations.

Traffic officers assigned to motorcycles will participate in the quartermaster system. A separate amount, equal to fifty percent (50%) of the clothing/ammunition allowance set forth in Section 10.1 above, will be paid on a separate check, on the second claims roster in January, for uniform allowance.

The City will provide patches, chevrons, etc. The placement of these items on an officer's uniform will be the responsibility of the officer, subject to the maintenance allowance.

Employees shall be responsible for maintaining their receipts for the purchase and maintenance of their uniforms, and shall submit all receipts to the KPOBA designee by December 1 of each year. The KPOBA shall sort the receipts by member, and submit an accounting of the purchase and maintenance, for each member, to the Kennewick Police Department designee by December 10 of each year. Members who do not provide receipts for the uniform purchase and maintenance totaling the applicable amount of their clothing allowance for each year shall have the difference deducted from their December 20 payroll check.

Section 10.2. Cleaning Allowance. All employees shall maintain a presentable appearance while on duty.

~~**Section 10.3.1. Equipment/Patrol Rifle.** The parties recognize that patrol rifles are an extension of the patrol uniform. Therefore, effective January 1, 2014, members may choose to utilize the clothing and equipment allowance, as outlined in Article 10.1, to purchase a patrol rifle and patrol rifle components once every four years. Rifles purchased for the purposes of duty or training use shall meet the specifications outlined in Departmental Guidelines.~~

~~Each patrol rifle shall be considered the property of the member and the member shall be solely responsible for maintaining the rifle as he or she would maintain other personally assigned work materials.~~

~~Members may have in their possession more than one rifle, including one duty rifle and one training rifle. However, members may only use the clothing and equipment allowance toward the purchase of a rifle once every four years regardless of the number of rifles purchased. Members~~

~~may use the full amount of the uniform and clothing allowance, as outlined in Article 10.1, in each calendar year for the duration of this Contract. Members shall be personally responsible for any costs in excess of the defined allowance; members shall not be reimbursed for any costs in excess of the allowance and shall not carry over such costs into the subsequent calendar year, except that traffic officers shall be permitted to carry over costs in excess of the allowance for a maximum of one (1) calendar year.~~

Section 10.3.2. Outer Load Bearing Vest

Members may choose to utilize the clothing and equipment allowance, as outlined in Article 10.1, to purchase an exterior ~~non~~-load bearing vest approved by the Chief of Police.

Section 10.4. Replacement. Equipment and/or clothing provided by the City and the duty weapon provided by the employee that is lost, stolen, destroyed or damaged in the line of duty, without neglect on the part of the employee, will be replaced by the Employer without recrimination, cost or charge to the employee.

Section 10.5. Safety. Clothing and equipment provided by the employer shall be purchased and maintained with due regard to employee health and safety. When necessary, the City agrees to update and renew all body armor to maintain the safety of the officers.

Section 10.6. Personal Items. Wristwatches, prescription eye glasses and contacts damaged in the line of duty, without fault or negligence by the employee, shall be repaired or replaced by the City, subject to the maximum dollar limitations specified below, provided that such repair or replacement is not otherwise covered by other applicable insurance policies or provisions that pay a greater amount. If the City repairs or replaces the item under this Section, monies received from other insurance policies or provisions shall be turned over to the City to the extent of the City's cost. Falsification of such requests shall constitute just cause for termination.

Limitations:

Prescription glasses and contacts	\$150.00
Wristwatches	\$ 50.00

ARTICLE 11 – HOLIDAYS

Section 11.1. Holidays Recognized. The following, and such other days as the City Council by ordinance may fix, are official holidays:

- | | | |
|-----|----------------------------|--------------------------|
| 1. | New Year's Day | January 1 |
| 2. | Martin Luther King Day | 3rd Monday in January |
| 3. | President's Day | 3rd Monday in February |
| 4. | Memorial Day | Last Monday in May |
| 5. | Independence Day | July 4 |
| 6. | Labor Day | 1st Monday in September |
| 7. | Veteran's Day | November 11 |
| 8. | Thanksgiving Day | 4th Thursday in November |
| 9. | Day after Thanksgiving Day | |
| 10. | Christmas Day | December 25 |
| 11. | Floating Holiday | February 1 |
| 12. | Floating Holiday | August 1 |

One floating holiday shall accrue on February 1 of each year and the second floating holiday shall accrue on August 1 of each year. Newly hired police officers hired after January 1, but prior to July 1, shall receive holiday pay, in accordance with their regularly scheduled shift assignment at the time when each floating holiday occurs for both floating holidays during the calendar year that they are hired. Police officers who are hired after June 30 shall receive holiday pay, in accordance with their regularly scheduled shift assignment as of August 1 for one floating holiday during the calendar year that they are hired. If a floating holiday for which a newly hired police officer is to receive compensation as set forth above occurs prior to the date of hire of that police officer, the police officer will not be paid for that floating holiday(s). If any recognized holidays fall during the time an officer is at the Basic Academy, as a student or instructor, and the officer received the day off from the Academy, the officer shall not receive compensation as set forth in Section 11.4 for the holiday.

Section 11.2. Vacation - Holiday Overlap. Holidays that fall during an employee's actual vacation period shall be counted as holidays for the purpose of tabulating use of vacation days. The holiday shall not be counted as vacation leave taken.

Section 11.3. Holiday Pay. Bargaining unit members shall not receive any time off for the holidays that are set forth in Section 11.1 above. Instead, bargaining unit members shall receive either 8, 9, 10 or 12 hours of straight time pay for each of the above-referenced holidays, depending upon their regularly scheduled shift assignment at the time when each of the holidays that are set forth in Section 11.1 above occurs. Thus, an employee who is regularly assigned to an 8 hour shift at the time when a particular holiday occurs will receive 8 hours of straight time pay for that holiday; an employee who is regularly assigned to a 10 hour shift at the time when a holiday occurs will receive 10 hours of holiday pay for that holiday; and an employee who is regularly assigned to a 12 hour shift at the time when a holiday occurs will receive 12 hours of holiday pay for that holiday. In determining when a floating holiday "occurs", February 1 will be used for the first floating holiday and August 1 will be used for the second floating holiday. Thus,

bargaining unit members who are regularly assigned to a 12 hour shift throughout the calendar year will receive 144 hours of additional straight time holiday pay for that year; those who are assigned to 9 hour shifts throughout the calendar year will receive 108 hours of holiday pay for that year; those who are assigned to 10 hour shifts throughout the calendar year will receive 120 hours of holiday pay for that year; and those who are assigned to 8 hour shifts throughout the calendar year will receive 96 hours of holiday pay for that year.

Employees will receive the holiday pay that is described above regardless of whether they actually work on any holidays during the calendar year, and employees also will not receive any additional holiday pay beyond the holiday pay that is described above if they do work on one or more holidays during the calendar year.

Employees will receive their holiday pay for a particular calendar year on a separate pay check that is provided to them on December 5 of each year.

ARTICLE 12 – ANNUAL LEAVE

Section 12.1. Accrual/Eligibility. Each full time employee shall accrue annual leave as set forth below, based on his or her continuous length of service accumulated as of the most recent anniversary date of employment:

<u>Service</u>	<u>Annual Leave Accrual</u>
1 through 5 years	15 hours per month
6 through 9 years	17 hours per month
10 through 14 years	19 hours per month
15 through 19 years	21 hours per month
20 through 24 years	23 hours per month
25 years and over	25 hours per month

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An employee shall not be eligible for annual leave until he has worked for the Employer a minimum of six (6) calendar months from his or her most recent date of employment.

Section 12.2. Accrual Maximum/Mandatory Use. Employees do not have a maximum accrual limit for PTO. Instead, employees have an annual carryover limit of 640 hours. For the purpose of this annual carryover, the parties have chosen to define the “year” as the period from April 1 to March 31. As a result, employees will not lose PTO in excess of 640 hours following the pay periods that end between April 15 and March 15 of every year. However, employees will lose any PTO in excess of 640 hours (including current pay period accrual) following the pay period that ends on March 31 of every year.

Section 12.3. Accrual Cash-Out.

1. Upon separation from employment for any reason, an employee shall receive a sum of money equal to the number of accrued and unused annual leave hours (up to a maximum of 560 hours) multiplied by the employee's last hourly rate of pay when the employee ceases employment with the City. If the employee quits, annual leave accrual cash out is available only if the employee has given two-weeks advanced notice of quitting. No prior notice is required if the employee is terminated for just cause or is asked to resign.
2. Alternately, an employee may have any entitlement as defined above deposited into the employee's ICMA-RC 457 deferred compensation account subject to IRS limitations. An employee who elects this option must notify the payroll department in writing at least two weeks prior to his or her last shift actually worked.
3. Upon the death of an employee, the accrued annual leave pay of the deceased employee shall be paid, at the rate described above in this Section, to the same individual who is paid the accrued wages.

Section 12.4. Annual Leave Scheduling/Preference.

12.4.1 Scheduling

Employees shall be permitted to request to use their annual leave days ~~in either single or split blocks of time~~. Employees shall have the right to determine annual leave scheduling in accordance with the preference rules included ~~herein this article~~, subject to the reasonable operational needs of the Department and the availability of relief ~~manpower staffing~~ as determined by the Chief.

12.4.2 Preference

~~Each employee will be permitted to exercise his right of seniority preference only once annually and for only one annual single leave time-block for leave in that year (the "senior pick"). Annual leave requests received before January 31 of each calendar year shall be honored on a seniority preference basis. All senior picks must be entered between January 1 and January 31 of each year. Where For the purposes of the senior pick, where~~ two or more employees request overlapping annual leave schedules, preference will be given to the most senior employee, provided the senior employee's request was received by January 31. ~~Each employee will be permitted to exercise his right of seniority preference only once annually and for only one annual leave time block.~~

Any ~~non-senior-pick~~ requests for annual leave ~~following January 31~~ shall be granted on a first-come, first-serve basis.

12.4.3 Consecutive Leave Approval

If an employee has submitted a request to use 40 consecutive hours or more of annual leave time and qualifies for an open annual leave slot pursuant to the terms of this article, the City shall approve or deny the annual leave request within seven (7) calendar days of the submission of the request. This shall not apply to seniority preference annual leave picks during the month of January.

Section 12.5. Seniority. For purposes of annual leave scheduling, seniority shall be defined as length of unbroken service as a commissioned officer in the Department.

Section 12.6. Blackout Dates. The parties will continue to discuss the topic of blackout dates with the intent of reaching a mutual agreement regarding which dates each year will be considered to be "blackout dates" and otherwise addressing related scheduling issues, such as minimum staffing on each of the blackout dates.

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Section 12.7. Family Leave. Employees have the option to utilize earned accrued leave to care for themselves, their child(ren), or a seriously ill family member including, spouse, parents, parents-in-law, grandparents, and adult children with disabilities, as allowed by RCW 49.12.265 - 49.12.295.

Article 12.8. Pre-Separation Leave. An employee with at least twenty (20) years of service with the Kennewick Police Department who has established a separation date may elect to use accrued annual leave, up to six hundred (600) hours, immediately prior to his or her

established separation date. This agreement can extend to other bankable hours of leave to include comp time and/or Kelly time given the assignment of the member; however, the total number of hours utilized in a one block increment shall not exceed 600 hours.

An employee with less than twenty (20) years of service with the Kennewick Police Department who has established a separation date may request to utilize the same defined benefit above; however, requests shall be reviewed on a case by case basis and shall be approved at the discretion of the Chief of Police and shall not be subject to the grievance procedure

In accordance with Article 12.8 regarding the Medical Savings Trust, a member of the KPOBA meeting the criteria in one of the above paragraphs who reaches 640 hours and who has not converted 80 hours of annual leave into the Medical Savings Trust given that calendar year, shall still have the ability to convert the hours to the Medical Savings Trust and still utilize the Pre-Separation Leave not to exceed 600 hours.

Article 12.9. Medical Savings Trust Rollover. An employee with at least ten (10) years of service with the Kennewick Police Department who has accumulated six hundred and forty (640) hours in their annual leave bank shall have eighty (80) hours of annual leave converted into their Medical Saving Trust. A maximum of eighty (80) hours per calendar year shall be contributed into the Trust on the employee's behalf during the next regular payroll remittance process.

Section 12.10. Annual Leave for New Employees. Newly hired employees shall be allowed to borrow up to ninety-six (96) hours of annual leave from the City during their first year of employment, and to use such annual leave for the purposes enumerated in this Article. Such annual leave shall be repaid by the employee at the rate of four (4) hours per month during the employee's second and third years of employment through a pro-rata reduction in the employee's monthly annual leave accrual. Should an employee terminate prior to paying back advanced annual leave, the amount of borrowed annual leave not repaid to the City will be withheld from the employee's final paycheck.

Section 12.11. Annual Leave for In-State Lateral Police Officers
Newly hired employees who are hired from an In-State Lateral Police Officer eligibility list will receive a starting bank of 80 hours of annual leave. Lateral Police Officers who separate from service during their one year probationary period will not be entitled to cash out unused annual leave

ARTICLE 13 – SICK LEAVE

Section 13.1. LEOFF I Employees. Effective January 1, 1974, LEOFF I employees shall cease to accrue sick leave in favor of coverage available under the disability portion of the LEOFF System. Any bona fide short-term illness by LEOFF I employees resulting in absence from work shall be grounds for application to the Disability Board for short-term disability coverage.

Section 13.2. LEOFF II Employees. Effective May 1, 1999, LEOFF II employees shall cease to accrue sick leave in favor of a combined annual leave program addressed in Article 12. Employees may use accrued annual leave or, if available, may use prior accrued sick leave in accordance with the conditions set forth in Section 13.3.

Section 13.3. Sick Leave Use. In order to be granted paid, annual leave, or utilize prior accrued sick leave, an employee must meet the following conditions:

1. Report to Police Chief or the officer in charge the reason for the absence. Sick report must be made not later than thirty (30) minutes before beginning of the scheduled work shift.
2. Keep the Chief or the officer in charge informed of his or her condition if the absence is to be more than one (1) shift in duration.
3. The City shall be permitted, at the discretion of the Chief, to require the employee to undergo a medical examination or nursing visit to verify the illness. The expense of such medical examination or nursing visit shall be paid by the City.
4. Sick leave will not be used in connection with a disability retirement.
5. Any employee found to have abused or misused sick or annual leave may thereupon be subject to discipline or discharge.
6. As of May 1, 1999, Employees will be allowed to utilize the “frozen” accrued sick leave prior to using “annual leave” for time off when they are sick. It will be the employees’ responsibility to correctly annotate the use of the accrued sick leave on their time cards.

Section 13.4. Illness in Immediate Family. Employees have the option to utilize earned accrued sick leave to care for themselves, their child(ren), or a seriously ill family member including, spouse, parents, parents-in-law, grandparents, and adult children with disabilities, as allowed by RCW 49.12.265 - 49.12.295. LEOFF I employees have the option to utilize earned accrued vacation leave to care for themselves, their child(ren), or a seriously ill family member including, spouse, parents, parents-in-law, grandparents, and adult children with disabilities, as allowed by RCW 49.12.265-49.12.295.

Section 13.5. Washington State Paid Family & Medical Leave.

The City will be responsible for paying the employer portion of the benefit premium as determined by state law, and employees will be responsible for paying the employee portion of the benefit premium as established by state law by way of payroll deduction.

Section 13.6. Catastrophic Leave. Officers shall be allowed to voluntarily transfer up to a maximum of forty (40) hours of their accumulated annual leave during any given fiscal year to another officer (or officers) who has no accumulated sick leave or annual leave hours, but who is otherwise eligible to take paid sick or annual leave. These transferred annual leave hours shall be converted, on a one for one (1:1) ratio, to certified annual leave hours, and once they are transferred and converted, such annual leave shall not be refundable to the officer making the transfer. Any officer may receive such transferred annual leave hours from any number of officers; provided, however, that the officers may not receive more converted annual leave hours than he or she actually needs to cover a current period of annual leave absences and such converted annual leave hours may only be used for "certified" sick leave absences.

An employee may not receive more than 350 hours of converted leave for any one illness or injury. For worker's compensation purposes leave can only be utilized if the combined balance of the employee's vacation and sick leave accounts is less than forty (40) hours.

Catastrophic leave is only available for injuries or illnesses of the employee.

ARTICLE 14 – INSURANCE COVERAGE

Section 14.1. Medical Coverage. Employees covered by this Agreement shall be insured by a medical insurance plan through AWC that includes dependent coverage and major medical coverage for employees and dependents. Effective January 1, 2018, employees shall have a choice of the Asuris HealthFirst \$250 Deductible plan or the Group Health \$200 deductible plan. The parties agree that AWC controls the plan design and the Board of Trustees may make changes from time to time. Employees will contribute toward medical insurance premium costs as follows:

	<u>Single</u>	<u>Married</u>	<u>Married w/Dependent(s)</u>
1/1/ 20-24		\$140 <u>160</u> .00	\$150 <u>170</u> .00
1/1/ 24-25		\$150 <u>160</u> .00	\$160 <u>170</u> .00
1/1/ 22-26		\$160 <u>170</u> .00	\$170 <u>180</u> .00

For purposes of this Section, Single includes Employee only, or Employee plus one dependent. Married includes Employee and spouse or Employee plus two or more dependents. Married w/Dependents includes Employee, Spouse plus one or more dependents.

Section 14.2. Retiree Medical Plan. Allow employees to enroll in the retiree medical plan through the Association of Washington Cities if eligible. Eligible employees shall meet the eligibility requirements established by the AWC Benefits Trust.

Section 14.3. Dental Coverage. Employees covered by this agreement, and their dependents, will be enrolled in the dental plan in effect for non-contract employees, which shall be paid for by the City.

Section 14.4. Vision Coverage. A prepaid vision insurance plan for the employee and dependents will be paid for by the City.

Section 14.5. False Arrest Coverage. The Employer shall maintain without cost to the employee false arrest insurance.

Section 14.6. Life Insurance Coverage. The Employer shall provide life insurance in the amount of \$50,000 for each employee. Additionally, in the event of a death of an active employee, the City shall appoint a liaison to assist the family in obtaining death benefits they are entitled to.

Section 14.7. Long Term Disability. The City will pay, on behalf of each individual member of the KPOBA's bargaining unit an amount each month towards the premiums for a Long Term Disability Plan of the KPOBA's choice that will equal .77% of the regular monthly base pay of each individual KPOBA bargaining unit member. Thus, the amount paid by the city towards LTD premiums each month for each individual KPOBA bargaining unit member will be based upon that individual's regular monthly base pay, and thus the amount paid by the City each month in this regard will vary depending upon the amount of each individual bargaining unit member's regular monthly base pay.

Section 14.8. Coverage Selection. The Employer shall have the right to choose the best insurance packages for bargaining unit members so long as the level of coverage is not reduced. During the term of this agreement the parties will create and convene a joint city-wide committee to consider and evaluate options and alternatives regarding funding and plan specifications for active and retired employees' medical insurance.

Section 14.9. Section 125 Plan. The City shall establish an IRS Section 125 Plan in which employees may participate.

ARTICLE 15 – LEAVES OF ABSENCE

Section 15.1. Leave of Absence. The City Manager may authorize unpaid leaves of absence up to a maximum duration of one (1) year, except in the case of a leave necessitated by involuntary conscription or recall to duty in the Armed Forces of the United States, in which case the leave may extend to cover the full period of conscription or recall. Upon expiration of such approved leave, the employee shall be reinstated in the classification held at the time leave was granted. Failure on the part of the employee to report for duty promptly at the expiration of such leave shall be regarded as voluntary resignation.

Section 15.2. Death in Immediate Family. Leave with pay shall be granted by the Chief for a maximum of forty (40) hours for each death in the immediate family for employees scheduled on either an eight (8) or ten (10) hour work shift; the leave shall be thirty six (36) hours for employees scheduled on a twelve (12) hour work shift. All time off for such a death in excess of the above allowed amounts must be approved by the City Manager or Chief in special circumstances and charged to sick or annual leave. Immediate family includes the employee's father, mother, father-in-law, mother-in-law, spouse, brother, sister, children, grandparents, or any individual residing in the employee's household at the time of death.

Section 15.3. Doctor and Dentist Appointments. Bona fide doctor and dentist appointments requiring not more than two (2) hours of absence from work, up to a maximum of ten (10) hours per calendar year, shall not be counted against accumulated sick leave, annual leave, or temporary disability leave. If the doctor or dentist appointment keeps the employee away from work for more than two (2) hours, all the time away from work for that appointment will be charged to sick or annual leave. Prior to authorization of paid time off for bona fide doctor or dentist appointments, the supervisor may request the time of the appointment and the name of the treating doctor. Where possible, these appointments will be scheduled so they do not conflict with scheduled duty hours.

Section 15.4. Leave Without Pay. No leave without pay shall be granted an employee until the employee has first taken advantage of all his earned annual leave credits, sick leave and compensatory time and such leave will not be granted for the purpose of the employee's gaining any personal advantage or profit, provided, however that an employee shall be allowed to retain up to eighty (80) hours of annual leave time prior to going on leave without pay status. This section does not apply to employees who are currently serving with the United States Army Reserve, United States Air Force Reserve, United States Navy Reserve, United States Marine Corps Reserve and the United States Coast Guard Reserve.

Section 15.5. Lay-off for Lack of Work. Any full time employee, when laid off for lack of work or lack of funds, shall be given at least two weeks' notice in advance.

Section 15.6. Maternity Leave. Maternity leave not to exceed four to six (4-6) weeks shall be granted without pay at the request of an employee for the purpose of childbirth and recuperation of the mother. Paid maternity leave is available to the extent the employee has available, and elects to use, accrued sick leave, compensatory time or vacation leave. Employees may, however, exercise the option of taking all maternity leave without pay.

For leave purposes, temporary disabilities related to pregnancy and childbirth are handled as any other temporary medical disability.

Pregnant employees cannot categorically be denied the opportunity to work the entire period of pregnancy, but may continue to work as long as the individual and her physicians concur in her ability to work, and the demands of the job are satisfied. Proof of the physician's concurrence shall be submitted at regular intervals during the employee's pregnancy, when requested by the City.

Upon return from medical leave, if related to pregnancy, childbirth or related circumstances, employee shall return to her same job or a similar job with at least the same pay.

The period of unpaid maternity leave will be considered service time for seniority purposes and length of time upon which annual leave accrual is based.

Section 15.7. Unauthorized Absence. Unauthorized absence from duty, barring extenuating circumstances, constitutes just cause for dismissal upon recommendation of the Chief and at the discretion of the City Manager.

Section 15.8. Retention. The City's intent is to keep trained, quality and experienced people when injured and incapacitated from work. Each case will be evaluated on an individual basis by the City Manager at the recommendation of the Chief.

Section 15.9. LEOFF II Disability Benefits. In accordance with RCW 41.04.500, LEOFF II officers shall receive a supplement in addition to Labor and Industries (L & I) disability benefits for injuries or illnesses incurred on duty that qualify as temporary disability leave. This disability leave supplement is an amount which, when added to the amount paid by L & I, results in the employee receiving the same pay they would have received for full time active service. The City pays an employee a supplement equal to half of any remaining time that is not covered by L & I. The half not covered by the City is charged to the employee's accrued leave account.

L & I benefits begin on the fourth day after an illness or injury. For the first three calendar days following the date of illness or injury the City shall pay the employee his/her regular pay and charge the employee's accrued sick or annual leave, or compensatory time off account. On the fourth and fifth calendar days, the City shall estimate the amount of L & I benefits (based upon L & I guidelines as set forth in the WAC) and charge the employee's sick or annual leave account the difference between the estimated L & I benefits and the employee's regular pay. The employee will continue to be responsible for the coding and signing of their timecard. If the injury or illness exceeds fourteen calendar days, L & I benefits may be paid retroactive, as determined by L & I, to the day following the date of injury. The City shall add back to the employee's sick or annual leave bank, the equivalent number of estimated hours to be reimbursed from L & I for the first three calendar days.

The LEOFF II supplement begins on the sixth calendar day after the injury or illness and continues as long as the employee is receiving L & I benefits, up to a maximum of six months. Starting with the sixth calendar day, the employee shall be charged sick or annual leave only for the amount of their portion of the supplement, until their sick or annual leave or other accrued leaves are exhausted, or the six month supplemental period runs out.

During the supplement period, so long as the employee has accrued leave (including any donated leave under the Catastrophic Leave provisions of this contract), the City agrees to pay the employee at their full regular monthly pay. The City is not required to pay the employee portion of the supplement once all accrued leave and catastrophic leave has been exhausted. If the employee remains on disability at the conclusion of the six-month period, the employee will continue to receive full pay until their accrued leave and catastrophic leave is exhausted. Once the employee's accrued leave and catastrophic leave is depleted, additional annual leave will not be earned until the employee returns to duty. If an employee's accrued sick or annual leave is exhausted during the period of disability, the employee may, for a period of two months following return to active service, draw prospectively upon sick or annual leave the employee is expected to accumulate up to a maximum of three days or three work shifts, whichever is greater.

The employee agrees to endorse his/her L & I check over to the City of Kennewick upon receipt and deliver it to the payroll office within five calendar days. Payments shall stop immediately upon the employee's failure to turn the L & I check over to the City. An employee's failure to endorse an L & I check upon receipt over to the City of Kennewick may be deemed as defrauding the City as referenced in Section 10.4 (n) of the City of Kennewick Personnel Rules and Regulations manual. This act may result in disciplinary action, up to and including discharge.

The calculations used to determine the L & I payments may vary or the employee's L & I claim may be denied. As a result, there may be discrepancies that occur in the amount of leave used. For that reason, at the end of the disability period, Support Services will do a reevaluation of the total L & I payments received and the amount of sick or annual leave used by the employee to ensure there was no under- or over-payment of sick or annual leave. If underpayments were made to an employee, the necessary adjustment will be made during the next pay period. If an overpayment is made to an employee, the City shall recover the monies overpaid to the employee at no greater rate of speed than the employee earned the monies in accordance with this agreement.

ARTICLE 16 – GRIEVANCE PROCEDURE

Section 16.1. Dispute Resolution. A "grievance" means a claim or dispute by an employee with respect to the interpretation or application of the provisions of this Agreement. A "business day" is defined as Monday through Friday, excluding holidays recognized in Section 11.1 (except floating holidays). Such disputes shall be resolved as follows:

Step 1 – An employee, or the Association, must present a grievance within ten (10) business days of its alleged occurrence to the employee's supervisor who, with the assistance of a Commander, shall attempt to resolve it within five (5) business days after it is presented to him/her.

Step 2 – If the employee, or the Association, is not satisfied with the solution by the immediate supervisor, the grievance may be presented to the Chief of Police, in writing, within seven (7) business days of receiving the supervisor's response. The Chief, or his or her designee, shall attempt to resolve the grievance within five (5) business days after it has been presented to him/her.

Step 3 – If the employee, or the Association, is not satisfied with the resolution by the Chief of Police, or designee, the Association may present the grievance, in writing and with all pertinent materials, to the City Manager within ten (10) business days of receiving the Chief's response. The City Manager, or his or her designee, shall attempt to resolve the grievance within ten (10) business days after it has been presented to him/her.

Step 4 – If the grievance is not resolved by the City Manager, the Association may, within fifteen (15) business days, refer the grievance to arbitration. The Association may elect to proceed either to arbitration or through Civil Service Commission proceedings, but not both.

Section 16.2. Arbitrator Selection.

1. For disciplinary matters, the manner and procedures for selecting an arbitrator shall conform to RCW 41.58.070.
2. For non-disciplinary (contract) matters, the following methods will be employed: The parties shall attempt to agree upon an arbitrator within five (5) business days after the grievance is referred to arbitration. In the event the parties are unable to agree on an arbitrator within the five (5) business day period, the parties shall immediately request the Public Employment Relations Commission (PERC) to submit a panel of at least five (5) arbitrators for consideration. Either party may reject one (1) entire panel and request that a new panel be submitted. The parties shall alternately strike names until one name remains. The person remaining shall be the Arbitrator. The party filing the grievance shall strike first. The Arbitrator shall be notified of his/her selection by joint letter from the Association and City requesting that a time and place be set for the arbitration subject to the availability of the Association and City representatives. All arbitration hearings shall be conducted in Kennewick, Washington unless the parties mutually agree otherwise.

Section 16.3. Arbitrator Authority. The arbitrator shall render his/her award based on the interpretation and application of the provisions of the Agreement within thirty (30) business days after such hearing. The decision shall be final and binding upon the parties to the grievance provided the decision does not involve action by the Employer which is beyond its jurisdiction.

Neither the arbitrator nor any other persons involved in the grievance procedure shall have the power to negotiate new agreements or to change any of the present provisions of this Agreement.

Section 16.4. Arbitration Costs. The fees and expenses of the Arbitration shall be borne equally by the Association and the City. Each party will be responsible for compensating its own representatives and witnesses and purchasing its own copy of the transcript.

Section 16.5. Time Limits. Unless the parties otherwise agree, the grievance shall be considered waived if any time limits set forth within this Article are violated. Extension of any time line must be made in writing with the consent of both parties. All sections of the Grievance Procedure that address filing and response days shall mean "business" days.

ARTICLE 17 – MANAGEMENT GRIEVANCE/ARBITRATION

In recognition of the mutual obligation of the parties to this Agreement to abide by its terms and conditions, the City may file a grievance for violation of or improper application of this Agreement by any employee or the Association. Such grievance may be appealed to arbitration at the option of the City.

ARTICLE 18 – ASSOCIATION BUSINESS

Consistent with past practice, the City recognizes the Association's right to conduct Association business on duty time and the Association's right to reasonable access to the City facilities to conduct Association business so long as such business or activities do not unreasonably interfere with the activities of the Department, as determined by the Chief.

The Association's official representative for purposes of negotiating will meet with the City at mutually agreed upon times. The City will not allow more than three (3) of the Association's official representatives to attend negotiating sessions without loss of pay. The Association will designate who those negotiators are. Any and all negotiators, identified by the Association, despite whether they are being paid by the City, will be excused from duty for negotiation sessions and negotiation preparations. However, emergencies and the needs of the department will take priority.

It is not the intent of this Article to create situations where overtime would be required.

ARTICLE 19 – PERSONNEL FILE

Section 19.1. Personnel Record. The City Personnel Department shall maintain a central personnel file for each employee in the bargaining unit. This record will be the official record of the City and will contain a history of employment records, change of status forms, letters of commendation, all personnel actions, and such other pertinent information regarding employee performance (excluding supervisory notes and other documents compiled under Section 19.5, below) which either have in the past or may in the future form the basis of disciplinary action or commendation.

Section 19.2. Inspection of Records. After giving reasonable notice, the employee may inspect the contents of the employee's official personnel record, except confidential reports. An employee's official representative, with the permission of the employee, may inspect the records in that file pertaining to the employee except for confidential reports.

Section 19.3. Critical Entries. No document reflecting critically upon the employee shall be placed in the employee's personnel file that does not bear either the signature or initials of the employee indicating that the employee has been provided a copy of the material. Employees are required to sign all disciplinary actions presented to them by the Chief or the Chief's designee. Such signature shall indicate acknowledgement of receipt of the disciplinary action and shall in no way constitute an admission of the truthfulness or accuracy of the document's contents.

Section 19.4. Rebuttal Material. If the employee believes there is material in the employee's personnel record which is incorrect or derogatory, the employee shall be entitled to prepare in writing an explanation or opinion regarding the particular material, and this shall be included as part of the employee's personnel record. Employees shall also have the right to petition for the removal of any document contained in the personnel file for at least one (1) year. The removal decision shall be made by the Chief at his/her discretion.

Section 19.5. Disclaimer. This Article is not meant to limit the maintenance of supervisor notes and other pertinent Department records. Nothing in this Section shall prohibit the City from using other pertinent information, such as, but not limited to, supervisory notes and confidential reports in determining appropriate disciplinary action. However, the parties recognize that as a general policy, disciplinary actions should be based only upon documents bearing the initials or signature of the employee.

ARTICLE 20 – DISCIPLINE AND DISCHARGE

Section 20.1. Rules and Regulations. Chapter 6, Internal Affairs of Kennewick Police Department Rules and Regulations, as it existed on the date of the execution of this contract, is hereby incorporated into this agreement.

Section 20.2. Discipline. Disciplinary actions or measures shall include only the following: oral reprimand; counseling statements; commentary driving; decision leave days; transfer; suspension with or without pay, or in lieu thereof and with the consent of the employee, loss of vacation or compensatory time; demotion; discharge; any combination thereof; or other methods as may be agreed upon by the parties.

1. Disciplinary actions such as oral admonitions, warnings or counseling statements are usually the first steps taken in constructive and progressive discipline. As a general rule, such actions are to be taken for infractions of a minor nature.
2. Disciplinary actions such as transfer, suspension with or without pay, loss of vacation or compensatory time, demotion and discharge will be used for more serious offenses or when previous disciplinary actions have not corrected unacceptable patterns of performance or conduct.
3. Disciplinary actions will be administered promptly, in a fair, firm and equitable manner, and only for specific and just cause.
4. The Employer agrees that the disapproval of leave requests will not be used as disciplinary measures.
5. If the City has reason to reprimand an employee, it shall, where possible, be done in private or in a manner that is least likely to embarrass the employee before other employees or the public.
6. ~~6.~~ The City agrees to furnish the employee with a complete statement in writing at the time of the counseling statement, reprimand, suspension, demotion or discharge outlining the specific reasons for such action as known to the Employer at that time. If at the time of the counseling statement, reprimand, suspension, demotion, or discharge, it is not feasible to furnish the employee with a complete statement of the reasons for the disciplinary action, said complete statement must be presented to the employee within four (4) days, not including weekends or holidays. Where possible, additional reasons will not be added at a later date, except in such cases where further evidence pertinent to the situation is subsequently discovered.

ARTICLE 21 – PROBATION, TRIAL SERVICE, ASSIGNMENTS

Section 21.1. Probation, Trial Service, Assignments. Every new employee hired into the Department shall serve a probationary period of twelve (12) months after successful completion of the basic or equivalency academy. The Association recognizes the right of the City to discipline or discharge probationary employees for any reason with or without cause, and such discipline or discharge shall not constitute a violation of this Agreement. Upon completion of twelve months post-academy probation, employees shall be deemed "regular" employees.

Section 21.2. Non-Patrol Assignment Standards. The City shall establish, publish and make available to Association members written procedures and criteria to be employed by the Chief in evaluating employees for all non-patrol assignments. To ensure an objective process for special assignments, the parties agree that the selection process shall include at least the following:

1. An oral interview of all applicants with the Chief or the Chief's designee; and
2. The submission of a resume by all applicants; and
3. Applicants must have the recommendation of their immediate supervisor unless such requirement is waived by the Chief.
4. The Chief or designee may open it up to any member off of probation if there is not an acceptable pool of candidates.

The Chief shall possess the authority to designate certain individuals to apply for Special Duty assignments. The ultimate authority for the selection and assignment to Special Duty shall be vested with the Chief.

There shall be no mandatory rotation or grandfathering of individuals in non-patrol assignments. The Chief or the Chief's designee shall have the ability to reassign personnel as necessary, to provide for the effective and efficient operation of the department. There is no intent in this subsection to circumvent the testing criteria for non-patrol assignments.

Removal from specialty positions shall be at the discretion of the Chief. However, the reasons shall be articulated in writing to the union and to the affected employee.

ARTICLE 22 – LAYOFF AND RECALL

Section 22.1. Layoff. In the event of a layoff for any reason, employees shall be laid off in the inverse order of their seniority (as defined in Article 23, Section 23.1) in their classification or their assigned specialty. Specialties include detective assignment, traffic officer assignment, training officer assignment, polygraph officer, K-9 officer and other similar positions. Any employee who is to be laid off who has advanced to their present classification or specialty from a lower classification or different specialty in which they held a permanent appointment shall, if they possess greater seniority, have the opportunity to bump into a position in a lower classification or previously held specialty. His/her seniority in the lower classification or specialty shall be established according to the date of permanent appointment to that classification or specialty.

Section 22.2. Recall. Employees shall be called back from layoff according to seniority in the classification from which the employee was laid off. No new employees shall be hired in any classification until all employees on layoff status in that classification have had an opportunity to return to work. An employee shall be considered on lay-off status for a period of thirty-six (36) months.

Section 22.3. Recall Notice. The City shall notify, by certified mail, the employees on laid off status of any department job opening the employee is qualified to fill. Upon notification, the employee must accept or reject the open position by certified mail within fifteen (15) calendar days of receipt of job notice regardless of who signed for the certified job notice. Failure to do so will result in forfeiture of all recall rights.

Section 22.4. Special Skills Exception. The City may retain junior employees without regard to seniority, after consultation with the Association, if the junior employees possess "special skills" unavailable from more senior employees in the Association. For the purposes of this Section, special skills shall be limited to polygraph examinations, SWAT team members, hostage negotiators and instructors and any other special skills designated after consultation with the Association at the time of the layoff.

ARTICLE 23 - SENIORITY

Section 23.1. Seniority Defined. Seniority shall be defined as the length of service by an employee within the Department following his most recent date of hire or rehire. After hire, time spent on military leaves of absence (except as limited by law) authorized leaves with pay, and time lost because of duty-connected disability shall be included in length of service. Leaves without pay in excess of ninety (90) calendar days shall not apply to seniority. Ties in seniority shall be broken based upon Civil Service Exam scores.

Section 23.2. Seniority List. The City will provide the Association with copies of a seniority list by July 1 of each year.

Section 23.3. Loss of Seniority. An employee shall lose all seniority in the event of voluntary quitting or discharge for cause.

Section 23.4. Career Development Program. The general years of service and educational requirements for the career development program are as follows:

Master Police Officer

10 years ~~(8-with-KPD)~~ plus BA/BS (or 180 college credits)
14 years ~~(9-with-KPD)~~ plus AA/AS (or 90 college credits)
15 years

Senior Police Officer

6 years ~~(5-with-KPD)~~ plus BA/BS (or 180 college credits)
9 years ~~(5-with-KPD)~~ plus AA/AS (or 90 college credits)
18-11 years ~~(8-with-KPD)~~

First Class

54 months ~~(42-months-with-KPD)~~ plus 90 college credits
12-7 years ~~(4-with-KPD)~~

Levels of Career Development:

- A. Police Officer Third Class
- B. Police Officer Second Class
- C. Police Officer First Class
- D. Senior Police Officer
- E. Master Police Officer

The city shall pay the cost for removal of the career development stripes for 3 long sleeve and 3 short sleeve shirts.

Officers no longer meeting the requirements of this Section, who held the status of a Master Police Officer, Senior Police Officer or Police Officer First Class prior to the changes implemented on January 1, 2011 shall continue to hold that prior status and the corresponding pay.

ARTICLE 24 – OUTSIDE EMPLOYMENT

The members of the Association agree that their first line of employment is with the City of Kennewick Police Department and they shall give it first consideration. Outside employment shall in no way detract from the efficiency of the employee and his/her work, or in no way be a discredit to the city employment, or in no way take preference over extra duty required by city employment. Any off duty employment must be approved by the Chief as provided in Departmental Regulations.

The memorandum of understanding, Extra Duty Policy, is incorporated as part of this agreement.

ARTICLE 25 – EMPLOYEE RIGHTS/NON-DISCRIMINATION

Section 25.1. Employee Rights. The parties agree that employees have the right to form, join or participate in the activities of an employee organization of their choosing for the purpose of representation on matters of employment relations. No employee shall be interfered with, intimidated, restrained, coerced or discriminated against by the City or by the Association or its members because of the exercise of these rights.

Section 25.2. Non-Discrimination. The provisions of this Agreement shall be applied equally to all members in the bargaining unit without discrimination as to age, marital status, sex, physical handicap, race, color, creed, religion, national origin, union affiliation or political affiliation.

ARTICLE 26 – DUES CHECKOFF

Section 26.1. Representation. The parties recognize that the Association represents every eligible member of the bargaining unit, thereby making each eligible member of the bargaining unit the recipient of the Association's collective bargaining representation.

Section 26.2.1. Dues and Other Deductions

The Association shall periodically notify the Employer, in writing, of the dues, representation fees, initiation fees, assessments, and/or other regularly recurring costs charged to members by the Association, and of any changes therein. Bargaining unit members who voluntarily consent to paying such dues/fees/assessments/costs by means of payroll deductions that are processed by the Employer will provide written authorization to the Association of their consent in this regard, and the Association will in turn forward such written authorizations to the Employer. Upon receipt of such a written authorization, the Employer will immediately begin to deduct such dues/fees/assessments/costs from the pay of the employee who has provided the authorization, and will promptly forward those dues/fees/assessments/costs to the Association. The Employer will stop deducting dues/fees/assessments/costs for any employee who revokes consent in writing. Such revocation will be communicated to the Association, which will in turn promptly communicate it to the Employer.

Section 26.2.2. New-Hire Orientation. The Employer shall notify the Association of all new employees hired into the bargaining unit. Within the first 30 days of the new employee's starting date with the Employer, the Association shall be afforded 1 hour of each newly-hired employee's regular working time for the purpose of presenting information to the new employee about Association membership and bargaining representation.

Section 26.3. Indemnification. The Association will indemnify, defend and hold the City harmless against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all legal costs that shall arise out of or by reason of action taken or not taken by the City in complying with the provisions of this Article. If an improper deduction is made, the Association shall refund directly to the employee any such amount.

ARTICLE 27 – SAVINGS CLAUSE

If any provision of this Agreement is subsequently declared by legislative or judicial authority to be unlawful, unenforceable or not in accordance with applicable statutes, all other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement and the parties shall meet as soon as possible to agree on a substitute provision.

ARTICLE 28 – ZIPPER CLAUSE

The Agreement expressed herein in writing constitutes the entire Agreement between the Employer and the Association and no oral agreement shall add to or supersede any of its provisions.

ARTICLE 29 - DURATION OF AGREEMENT

This Agreement shall become effective as of January 1, 2020 and shall remain in effect through December 31, 2022. To amend this contract, either party shall notify the other prior to July 1, 2022 of its desire to terminate or amend the same. The proposed changes that will constitute the subject of negotiations for amendment shall accompany each such notice of termination or amendment.

ARTICLE 30 - LEGISLATED MANDATES

Should the Washington State Legislature and/or the United States Legislature enact legislation benefiting employees or immediate families of employees covered by this Agreement, where the effect is to increase costs to the City above those which exist at the time this Agreement is executed, the Union agrees to enter into negotiations with the City, if requested, to negotiate the impact of the change.

ARTICLE 31 – EMPLOYEE RIGHTS

A. General Procedures

Any employee who will be interviewed concerning an act which, if proven, could reasonably result in disciplinary action against him or her will be afforded the following safeguards:

1. The employee will be informed prior to the interview if the employer believes the employee is a subject in an inquiry that may lead to disciplinary action.
2. Prior to any interview where the employer may impose an economic sanction upon the employee as a result of the underlying incident, the employee will be informed of the nature of the investigation and allegations and informed of and afforded the opportunity to consult with a union representative. If after the complainant is interviewed regarding an action or inaction of an employee and further investigation is deemed necessary, the employee shall be notified, orally or in writing, of the complaint as soon as is practicable. This requirement will not apply where the employee is under investigation for violations which are punishable as felonies or misdemeanors under Washington State law. Also, the employee will not be notified if doing so would jeopardize either the criminal or administrative investigation. The officer may have an Association representative present to witness the interview provided the representative does not participate in the interview. However, the interview may not be unduly delayed awaiting an unavailable Association representative when other Association representatives are available.
3. Interviews shall take place at Department facilities, or elsewhere if mutually agreed, unless an emergency exists which requires the interview to be conducted elsewhere.
4. The employer shall make a reasonable good faith effort to conduct these interviews during the employee's regularly scheduled shift, except in cases involving exigent circumstances.
5. The employee will be required to answer any questions involving non-criminal matters under investigation and will be afforded all rights and privileges to which he/she is entitled under the collective bargaining agreement, and departmental rules and regulations. Prior to any questioning, where there is reasonable suspicion to believe the employee may be the focus of an internal investigation, the employee shall be notified in writing and acknowledge receipt of the following:

"You are about to be questioned as part of an internal investigation being conducted by the Kennewick Police Department. You are hereby ordered to answer the questions that are put to you which relate to your conduct and/or job performance, and to cooperate with this investigation. Your failure to cooperate with this investigation can be the subject of disciplinary action in and of itself, including dismissal. The statements you make or evidence gained as a result of this required cooperation may be used for administrative purposes but will not be used or introduced into evidence in a criminal proceeding."

6. The employee under investigation or the employer shall not be subject to offensive language or threatened with punitive action. The employer shall not require the employee under interrogation to be subjected to visits by the press or news media without their express consent nor shall their home address be given to the press or news media without the employee's consent, or lawful order.
7. All interviews shall be limited in scope to activities, circumstances, events, conduct or acts that pertain to the incident which is the subject of the investigation. Nothing in this section shall prohibit the employer from questioning the employee about information that is developed during the course of the interview.
8. If the department tape records the interview, a copy of the complete interview of the employee, noting all recess periods, shall be furnished, upon request, to the employee. If an interviewed employee is subsequently charged and any part of the recording is transcribed by the employer, the employee shall be given a complimentary copy thereof.
9. Interviews and investigations shall be completed without unreasonable delay. For investigations that exceed 30 days, the employee shall be notified, in writing on a monthly basis, of the status of the investigation.
10. Upon completion, the employee shall be advised of the results of the investigation and any future action to be taken on the incident, within five calendar days of the employee returning to work.

B. When the investigation results in departmental charges being filed.

1. After the investigation is complete, the employee will be furnished with a copy of the reports of the investigation which will contain all known material facts of the matter to include any psychological or alcohol/substance abuse evaluation reports resulting from required examinations as part of the investigation unless the employer determines that the release of this information would be detrimental to the employee's mental condition. This would then be available only by lawful order. The employee will also be furnished with the names of all witnesses and complainants who will appear against him/her. This obligation shall continue after charges have been filed against the employee.

C. Criminal Investigations.

1. This article shall not apply to criminal investigations conducted by the department. In such criminal investigations, the following procedures shall be followed prior to the commencement of the interview: (1) The investigator shall notify the employee of the criminal nature of the investigation; and (2) The investigator shall notify the employee that a refusal to answer questions asked by the investigator will not be a basis for disciplinary action against the employee. The employee has the right to not participate in the interview, and the right to terminate the interview, without resulting discipline.

D. Polygraph Tests.

1. The employer will comply with state law with respect to the giving of polygraph or voice stress indicator examinations.

Upon request of the employee, he or she may be afforded the opportunity to take a polygraph, jointly approved by the department and the officer.

E. Use of Force Situations.

- ~~1. Employees involved in the use of force shall be allowed to consult with a union representative prior to being required to give an oral or written statement about the use of force. Such right to consult with a representative or with counsel shall not delay the statement more than a reasonable amount of time needed to consult with a Union representative or council but in no event shall it be delayed more than 24 hours.~~
- ~~2. Employees involved in a critical incident use of force will not be required to provide a statement within the first 48 hrs after the use of force incident. An employee may choose to waive this waiting period~~
- ~~2a When probable cause is needed to apprehend and charge a subject for a crime and, there are no other means to establish probable cause, an employee may need to provide a limited statement for the sole purpose of establishing probable cause. Employees involved in the use of force shall be allowed to consult with a union representative prior to being required to give an oral or written statement about the use of force. Such right to consult with a representative or with counsel shall not delay the giving of the statement more than three (3) hours.~~

F. Personnel Records.

1. Materials concerning discipline shall not be relied upon by the employer in any subsequent disciplinary action involving the employee if the materials are more than thirty-six (36) months old unless a valid separate agreement, such as a "last

chance" or "return to work" agreement, is in effect, or if the disciplinary document states it shall be a permanent part of the employee's file.

ARTICLE 32 – CANINE

Section 32.1. On-Duty Days. K-9 Officers shall be allowed to leave work one hour, with pay, for the purpose of care and maintenance of the canine. If the K-9 Officer is specifically requested to work during their care and maintenance leave time, by the Sergeant or OIC, the City shall compensate the employee at the overtime rate for that hour.

Section 32.2. Off-Duty Days. It is agreed that on the average, a K-9 Officer spends approximately thirty (30) minutes per day in compensable off-duty time for the duty-related care and maintenance of a dog, on days not covered under Section 32.1 above.

Section 32.3. Additional Time. Any time spent beyond that specifically authorized in Sections 32.1 and 32.2 is understood to stem from the K-9 handlers personal devotion to the dogs, and is therefore not predominantly for the benefit of the City of Kennewick and therefore does not constitute "work" within the FLSA meaning.

Section 32.4. FLSA. A K-9 Officer's compensable off-duty time spent in the care and maintenance of a K-9 shall not be subject to the eight (8) hour per day nor the eighty-six (86) hour per fourteen (14) day work period thresholds. Such off-duty time shall be subject to the one-hundred seventy-one (171) hour threshold during the Officer's twenty-eight (28) day work period.

Section 32.5. Hourly Rate. The K-9 Officer's hourly rate of pay for off-duty care and maintenance of their dogs shall be equal to thirty-five percent (35%) of the officer's regular rate of pay.

Section 32.6. Serious Illness or Injury. In the event a K-9 is ill or injured, requiring multiple visits to the veterinarian and/or extended home care by the K-9 Officer, the K-9 Officer shall be paid for actual hours off duty caring for the dog, at the hourly rate set forth in Section 32.5. The K-9 Officer must notify his/her Sergeant of any such occurrence and turn in a daily time slip for the extra time.

Section 32.7. Kennel Time. In the event a canine is kenneled or hospitalized, the K-9 Officer shall not receive compensation as specified in Section 32.2, nor shall the K-9 Officer fall under the conditions of Section 32.1, during the time of the kenneling or hospitalization.

Section 32.8. Pre-Approved Expenses. All pre-approved expenses for the care and maintenance of the canine will be reimbursed by the department

Section 32.9. Removal From Service. The City reserves the right to permanently remove a dog from service. At such time, the City shall no longer be responsible for expenses associated with the dog or any payments under this article.

Section 32.10. Assignment of K-9 Handler. A K-9 handler may be removed from the position of K-9 handler for cause. When a canine is retired from service, the K-9 handler may re-apply for a K-9 position through the normal selection process as provided in the current contract; however, the handler is not guaranteed continuation in a K-9 position.

ARTICLE 33 – TAKE HOME VEHICLES

K-9, SWAT, Metro, Resource Officers, and Motorcycles will be the only city vehicles to be considered as “take home” vehicles.

DATED AT KENNEWICK, WASHINGTON, this ____ day of _____, 2020.

KPOBA PRESIDENT

MAYOR

KPOBA SECRETARY

CITY MANAGER

ATTEST:

Council Agenda Coversheet 	Agenda Item Number: 5.a. Agenda Item Type: Ordinance Subject: Ordinance 24-6045: Change of Zone COZ-2023-0008 at 208 N Kellogg St Department: Community Planning Ord/Reso # 24-6045 Contract # Project # Permit # COZ-2023-0008 Council Date: 1/16/2024	Category: Ordinance/Reso Quasi-Judicial
<u>Recommendation</u> The Planning Commission and city staff recommend City Council adopt Ordinance 24-6045 with the designation of CO (Commercial Office). <u>Motion for Consideration</u> I move to adopt Ordinance 24-6045 with a designation of Commercial Office. <u>Summary</u> Knutzen Engineering, on behalf of the property owner, Brian Anderson, has applied to change the zoning of one, 0.5093-acre parcel from Residential, Low Density (RL) to Commercial, Community (CC). The CC zone is an implementing zoning district of the Commercial Land Use Designation. The subject property is located at 208 N Kellogg Street, and is currently developed with a single-family dwelling with a detached accessory structure. Adjacent properties to the north are zoned Commercial, Office (CO), whereas those to the east are zoned Commercial, Community (CC). Single-family neighborhoods zoned Residential, Low Density (RL) are to the south and west. A Comprehensive Plan Amendment was approved by Council last year changing the land use designation from Low Density Residential to Commercial. At that time, the applicant's intent was to ultimately rezone the property to CO to allow for an existing office located in the accessory structure at the rear of the property. As indicated in the staff report, the CC zone proposed by the applicant at this time allows many, more-intensive uses that may not be appropriate immediately adjacent to an established low-density residential neighborhood. Staff recommended a compromise to change the zone to CO, as originally presented by the applicant. The CO zone will allow for the office use, however it restricts the more intensive uses allowed under the CC zone. The Planning Commission held a public hearing to review the proposal on December 18, 2023. At the hearing, staff presented an overview of the staff report and findings. No public testimony either for or against the proposed Change of Zone was received. The Planning Commission voted 4-2 to recommend approval of a Change of Zone to CO, not CC as requested by the applicant, to City Council. <u>Alternatives</u> The applicant has requested a Change of Zone to Commercial, Community (CC). City Council may choose this alternative using the prepared draft ordinance or deny both alternatives and provide further direction to staff. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Ordinance Recommended 2. Ordinance Alternative 3. Staff Report 4. PC Action Summary 5. Presentation 6. Vicinity Map		

CITY OF KENNEWICK
ORDINANCE NO. 24-6045

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF
CERTAIN REAL PROPERTY WITHIN THE CITY OF KENNEWICK
LOCATED AT 208 N. KELLOGG STREET FROM RESIDENTIAL, LOW
DENSITY (RL) TO COMMERCIAL, OFFICE (CO) (COZ 2023-0008, Brian
Anderson)

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Ordinance No. 3001, as amended, the zoning ordinance of the City of Kennewick and the accompanying zoning map of the City of Kennewick being part of said ordinance shall be and hereby is changed from Residential, Low Density (RL) to Commercial, Office (CO) for the real property described as follows:

Parcel No. 1-0489-202-00000-03:

VIONE ADDITION, LOT 3. TOGETHER WITH THAT PORTION OF
GOVERNMENT LOT 4, SECTION 4, TOWNSHIP 8 NORTH, RANGE 29
DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER
OF LOT 3 OF THE PLAT OF VIONE ADDITION. THENCE SOUTH 00
DEGREES 30 MINUTES 05 SECONDS WEST ALONG THE EASTERLY
LINE OF SAID LOT 3, 92.32 FEET TO THE SOUTHEAST CORNER OF SAID
LOT 3. THENCE SOUTH 89 DEGREES 43 MINUTES 45 SECONDS EAST 50
FEET. THENCE NORTH 00 DEGREES 30 MINUTES 05 SECONDS EAST
92.32 FEET. THENCE NORTH 89 DEGREES 43

Section 2. The City Council finds the amendments described in Section 1 above are in conformance with the Comprehensive Plan of the City.

Section 3. Severability Clause. If any provision of this amendatory ordinance or its application to any persons or circumstances is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

Section 4. The Responsible Official for the State Environmental Policy Act has determined that the proposal will not have a probable significant adverse impact on the quality of the environment.

Section 5. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of January, 2024, and signed in authentication of its passage this 16th day of January, 2024.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

ORDINANCE NO. 24-6045 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024.

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 24-6045

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF
CERTAIN REAL PROPERTY WITHIN THE CITY OF KENNEWICK
LOCATED AT 208 N. KELLOGG STREET FROM RESIDENTIAL, LOW
DENSITY (RL) TO COMMERCIAL, COMMUNITY (CC) (COZ 2023-0008,
Brian Anderson)

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FOLLOWS:

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Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

ORDINANCE NO. 24-6045 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024.

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:



COMMUNITY PLANNING DEPARTMENT

STAFF REPORT AND RECOMMENDATION TO THE PLANNING COMMISSION

FILE NO: COZ-2023-0008

Staff Report Date: 22 November 2023

Hearing Date & Location: 18 December 2023, City Council Chambers

Report Prepared By: Matt Halitsky, AICP
Senior Planner

Report Reviewed By: Steve Donovan, AICP
Planning Manager

Summary Recommendation: The City of Kennewick Planning Staff RECOMMENDS APPROVAL of Change of Zone 2023-0008

Summary of Proposal: A Change of Zone from Residential, Low Density (RL) to Commercial, Community (CC) for 0.5093 acres.

Proposal Location: 208 N Kellogg Street

Legal Description: Parcel 104892020000003:

VIONE ADDITION, LOT 3. TOGETHER WITH THAT PORTION OF GOVERNMENT LOT 4, SECTION 4, TOWNSHIP 8 NORTH, RANGE 29 DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF LOT 3 OF THE PLAT OF VIONE ADDITION. THENCE SOUTH 00 DEGREES 30 MINUTES 05 SECONDS WEST ALONG THE EASTERLY LINE OF SAID LOT 3, 92.32 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3. THENCE SOUTH 89 DEGREES 43 MINUTES 45 SECONDS EAST 50 FEET. THENCE NORTH 00 DEGREES 30 MINUTES 05 SECONDS EAST 92.32 FEET. THENCE NORTH 89 DEGREES 43 MINUTES 45 SECONDS WEST 50 FEET TO THE POINT OF BEGINNING.

Property Owner: Brian Anderson
5861 W Clearwater Ave
Kennewick, WA 99336

Applicant: Knutzen Engineering
5401 Ridgeline Drive #160
Kennewick, WA 99338

Regulatory Controls:

1. Comprehensive Plan – Land Use
2. KMC Title 4 – Administrative Procedures
3. KMC Title 18 – Zoning
4. Washington State Environmental Policy Act

COZ Key Application Processing Dates:

Application Submittal	18 October 2023
Determination of Completeness Issued	1 November 2023
Notice of Application Posted	1 November 2023
Date of Mailed Notice of Public Hearing	30 November 2023
Property Posting Sign for Public Hearing	30 November 2023
Date of Published Notice of Public Hearing	3 December 2023

Exhibits:

1. Staff Report
2. Supplemental Questionnaire
3. Vicinity Map
4. Drawing
5. Legal Description
6. Comprehensive Plan Map
7. Zoning Map
8. Notice of Mailing
9. SEPA Determination of Non-significance

Zoning Adjacent to the Site:

North: Commercial, Office (CO)
 East: Commercial, Community (CC)
 South: Residential, Low Density (RL)
 West: Residential, Low Density (RL)

Applicable Goals and Policies of the Comprehensive Plan:**Commercial Goals and Policies:**

Goal 2: Sustain and enhance viable commercial areas.

Policy 1: Encourage a mixture of commercial, office, and residential uses within commercial centers to support day and evening activities for all ages.

Goal 3: Create a balanced system of commercial facilities reflecting neighborhood, community, and regional needs.

Policy 2: Enhance compatibility with adjacent residential neighborhoods.

Policy 4: Support mixed residential / commercial development in all Commercial districts in a manner that is compatible with nearby uses.

Kennewick Municipal Code Findings:

The following findings shall be met in order to approve a Change of Zone:

KMC 18.51.070(2): Findings:

Findings Required. In order to amend the zoning map, the City Council must find that:

- a. *The proposed amendment conforms with the comprehensive plan; and*

The proposed Change of Zone conforms to the Comprehensive Plan as the CC zoning district is an implementing zoning district of the site's current Low Density Residential land use designation.

- b. *Promotes the public necessity, convenience and general welfare; and*

In staff's opinion, the proposed Change of Zone does not promote public necessity, convenience, or welfare as the CC zone is too intensive and allows too many uses incompatible with the adjacent RL zoning district. Staff recommends the property be rezoned to the Commercial, Office (CO) zoning district, which would allow the office uses proposed in the recent Comprehensive Plan Amendment, and are less intensive and more compatible with the adjacent residential neighborhoods. This finding is met by a Change of Zone to CO.

- c. *The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City; and*

The proposed Change of Zone will not impose an additional burden on public facilities. Future development shall be required to meet applicable levels of service.

- d. *The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan; and*

The proposed amendment will maintain a zoning district that complies with the Comprehensive Plan. The CC zone is an implementing zone of the site's Commercial land use designation.

- e. *Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.*

The finding is not applicable; the proposed zoning district is not a single-family residential zone.

Public & Agency Comments:

To date, there are no public comments either for or against the requested Change of Zone.

Staff Analysis of Proposal & Discussion:

The subject property was annexed by the City on 6 August 1985 via Ordinance 2927 and established the zoning as Residential, Low Density (RL).

The proposed Change of Zone (COZ-2023-0008) is a request to change the zoning district of 0.5093 acres located at 208 N Kellogg Street from RL to CC. Pursuant to Table 1 of the Comprehensive Plan, the CC zoning district is an implementing zoning district of the Commercial land use designation. RCW 36.70A, Growth Management Act, requires that a City's development regulations implement its comprehensive plan.

It is the applicant's intent to convert the existing single-family dwelling located on site to office space, as well as operate a retail business from an accessory structure located at the rear of the property.

Per KMC 18.03.040(10) the purpose of CC zoning district is as follows:

CC - The purpose of the CC district is to stabilize, improve, and protect commercial areas, and to provide for orderly growth in new commercial areas in accord with the Comprehensive Plan. CC districts are intended for a wide range of uses to serve the community area to which they are appurtenant.

Whereas the purpose of the CO district is:

CO - The purpose of the CO district is to provide areas for professional and business offices, medical clinics, and research laboratories. The district is primarily intended for non-retail sale commercial uses and restricted retail sale uses in compatible areas as transitions between more intensive uses and other commercial districts and residential districts.

A Comprehensive Plan Amendment (CPA-2023-0001) was adopted earlier this year to change the land use designation of the property from Low Density Residential to Commercial to allow for office use on the property. At that time, a future rezone to CO was envisioned by the applicant and supported by staff. Although office use is allowed in both the CO and CC zoning districts, a wide array of more intensive uses, such as bars, restaurants, gas stations, car dealerships, and lumber yards, are also allowed in the CC zone and not necessarily appropriate immediately adjacent to an existing low density residential neighborhood. These more intensive uses are allowed by right in the CC zone. For that reason, and the fact that as mentioned above, the purpose of the CO zone is to serve as a transition between more intensive uses and residential districts, staff recommends a Change of Zone to CO as opposed to CC, as requested by the applicant.

The proposed findings for a Change of Zone to CO meet the requirements of KMC 18.51.070(2).

Findings:

1. The applicant is Knutzen Engineering, 5401 Ridgeline Drive #160, Kennewick, WA 99338.
2. The property owner is Brian Anderson, 5861 W Clearwater Ave, Kennewick, WA 99336.
3. The proposed change of zone is located at 208 N Kellogg Street. Parcel Number 1-0489-202-0000-003.
4. The City's Comprehensive Plan Land Use Designation for the subject property is Commercial.
5. The applicant's request is to change the zoning from Residential, Low Density (RL) to Commercial, Community (CC).
6. Staff's recommendation is to change the zoning from Residential, Low Density (RL) to Commercial, Office (CO).
7. Both the Commercial, Community (CC) and the Commercial, Office (CO) zoning districts are implementing zones of the Commercial Comprehensive Plan Land Use Map Designation.
8. On 18 October 2023, the application was submitted, and declared complete for processing on 1 November 2023.
9. The application was routed for review to City Departments and outside agencies for comment on 1 November 2023.
10. Access to the site is currently via N Kellogg Street. This may change to W Clearwater Ave through an adjacent property to the east with the same owner.
11. The Environmental Determination of Non-Significance (ED-2023-0032) was issued on 20 November 2023.
12. The Property Posting sign for the public hearing was posted on site 30 November 2023.
13. Notice of the public hearing for this application was published in the Tri-City Herald on 3 December 2023. Notices were also mailed to property owners within 300 feet of the site on 30 November 2023.
14. The proposed amendment is consistent with the Comprehensive Plan.
15. A Change of Zone to CO promotes the public necessity, convenience and general welfare.
16. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
17. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of Commercial.
2. Approval will not result in an increase of adverse environmental impacts.

3. Approval will implement Commercial Land Use Goals 2 and 3 of the City of Kennewick Comprehensive Plan.
4. Approval of the Change of Zone to CO will result in the promotion of public necessity, convenience and/or general welfare.
5. The proposed Change of Zone complies with KMC 18.51.070(2).

Recommendation:

Staff has reviewed the application and recommends that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2023-0008 and recommend approval of the Change of Zone to CO (not CC as requested by the applicant) to City Council.

Proposed Motion:

I move that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2023-0008 and recommend approval of the Change of Zone to CO to City Council.



Change-of-Zone Application Instructions

Application Information:

- ☒ 1. Application fee ([See fee schedule](#)).
- ☒ 2. Application form – General (attached.)
- ☒ 3. An accurate map drawn to scale showing the exact dimensions of the property for which the rezone is requested and its relation to adjoining streets.
- ☒ 4. A report submitted electronically in Microsoft Excel format showing the name and address of the owner of record of the property involved and a list of the names and addresses of all property owners within 300 feet of subject property and of such contiguous property under the same ownership. Example below:

Parcel #	Owner First Name	Owner Last Name	Owner Address	Owner City	Owner State	Owner Zip	Property Address
x-xxxx-xxx-xxxx- xxx	John & Jane	Dow	1234 W City St	Kennewick	WA	99336	1234 S Example St

- ☒ 5. A complete change of zone supplemental information sheet (attached).
- ☒ 6. Any other information necessary to aid in review of the application.
- ☒ 7. Complete Legal Description submitted electronically in Microsoft Word format.
- ☒ 8. A state [Environmental Policy Act checklist \(SEPA\)](#). **This is a separate application with additional fee.**

Process:

Zone change requests are processed pursuant to the requirements of KMC Chapter 18.51.

Once the above items are received, the matter will be scheduled for an open record hearing before the Kennewick Planning Commission, typically about six to eight weeks after the application is deemed complete. City Staff will post the property with the public notice sign; a notice of the public hearing will be published in the Tri-City Herald, and mailed to owners within 300 feet of the subject property. All information received by the Kennewick Planning Commission and its findings and recommendation will be submitted to the Council for the final decision, usually about 30 days after the public hearing.

All items submitted to be included on the record become exhibits and will be numbered upon receipt by the Commission secretary. In accord with RCW 42.11.020, all exhibits and items will become part of the public record and be retained on file and kept available for public inspection by the Planning Division.

Appeal:

Any person aggrieved by a decision of the City Council may appeal to the Benton County Superior Court within 21 calendar days of the date of the Council's decision.

Change-of-Zone Supplemental Information

The following questions will be reviewed by both the Planning Commission and City Council as a means of assisting in their consideration of change-of-zone requests. Use additional pages if necessary.

1. Does the public necessity, convenience, and general welfare require the adoption of the proposed amendment? Please explain:
The public will benefit from the adoption of the proposed amendment because of the future business opportunities it will generate.

2. Are there sites presently available on the market which are correctly zoned for the proposed use? Are these sites within a 1/2 mile of the proposed site? Within 1 mile of the proposed site? If yes, please indicate the general location of the site(s) and the reasons why these sites are not proposed to be utilized:
No, the two parcels directly adjacent to the property are correctly zoned for the proposed use but are already in use.

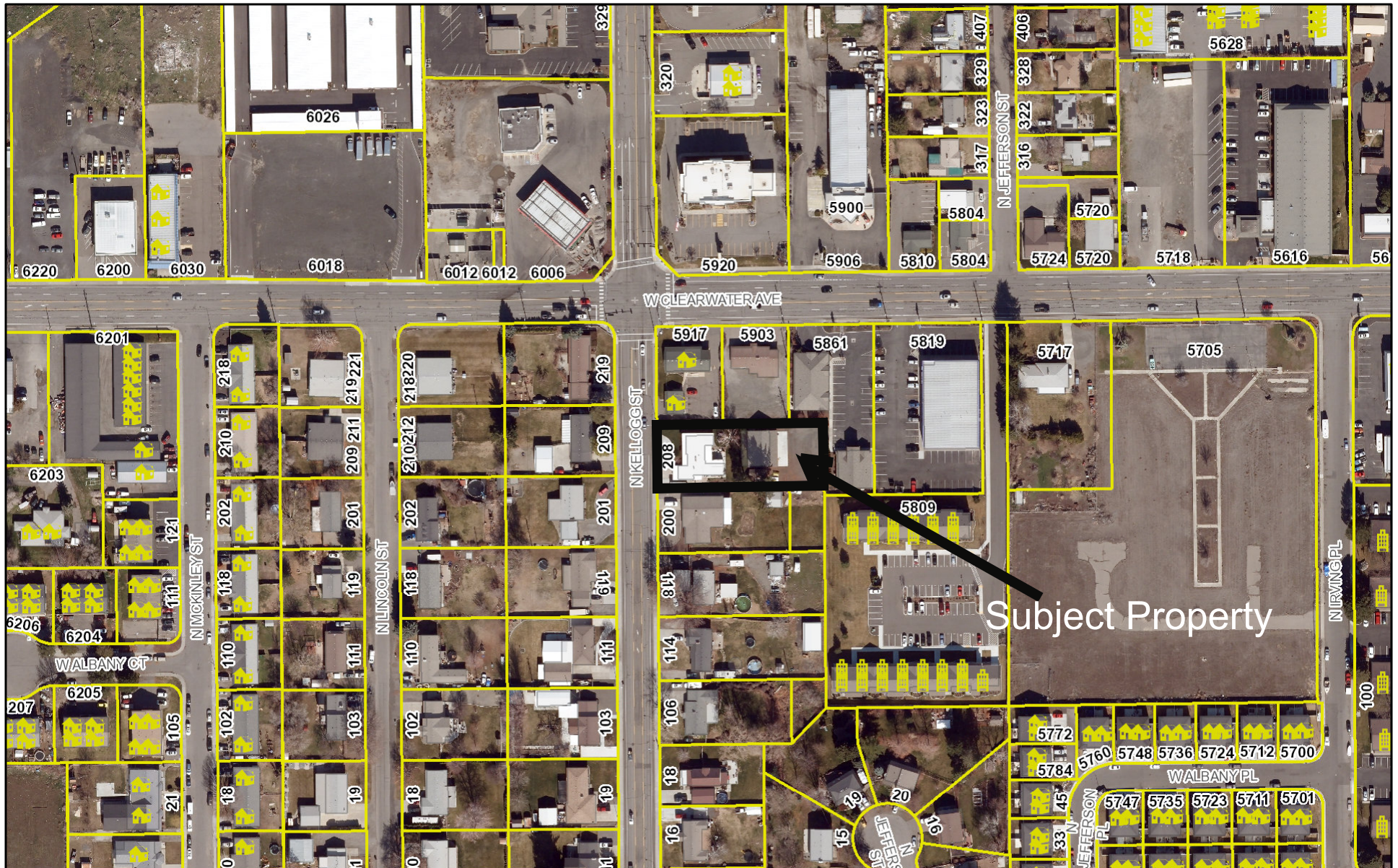
3. Is the proposed amendment consistent with the existing land use pattern in the area? Please explain
The proposed amendment would be consistent with all existing land use patterns in the area. There are two CO zoned parcels adjacent to the property as well as CC zoned parcels along W Clearwater Ave.

4. Are the existing uses, in the area, in conformance with the area's zoning classification? If no, please explain the differences:
Yes, the property is currently zoned RL as is much of the surrounding neighborhood.

5. Will the proposed amendment create an isolated district, or introduce a more intense land use to the area? Please explain.
No, the proposed amendment would be consistent with adjacent zoning. It would not have any adverse affects on the surrounding residences nor the existing traffic flow on North Kellogg.

6. Does the existing zoning prohibit reasonable use of the property? Please explain.
Yes. The property is currently zoned RL but is adjacent to land that is zoned CO. If future business growth is to be expected for the area, additional office spaces will be required but are currently not allowed as a result of the existing RL zoning.

7. Will any residential character, in the immediate area, be adversely affected by the proposed amendment? If yes or maybe, please explain:
Possible adverse effects, such as a greater traffic flow to the property will be mitigated in conformance with City of Kennewick standards.
8. Will property values in the vicinity be changed by the proposed amendment? If yes or maybe, please explain:
Property values in the vicinity may increase as a result of the proposed amendment because of the potential for a successful commercial development.
9. Will approval of the proposed amendment set a precedent for other similar proposals or uses? Will this deter the use, improvement or development of adjacent property in accordance with the existing Zoning Districts? Please explain:
The approval of this proposed amendment will not set a precedent for other similar proposals or uses, as this zone change is for a specific future development.
10. Will the proposed amendment encourage more private investments which will be beneficial to the redevelopment of a deteriorated area? Please explain:
The proposed amendment will encourage more private investments which will be beneficial to the immediate commercial and residential districts, but the immediate area is well-developed and not deteriorated.
11. Will the proposed amendment combat any economic segregation and allow greater choice in the market? Please explain.
The proposed amendment will not combat any economic segregation or allow greater choice in the market as these are currently not issues in need of addressing.
12. Will the proposed amendment create conflict between potential land uses and transportation patterns? Or safety concerns? Please explain:
The proposed amendment will create a change regarding transportation patterns but not safety concerns. The current zoning of the property results in approximately 9.43 vehicle trips per day, and the proposed zoning would result in approximately 14.39 vehicle trips per day per 1,000 square feet.



September 7, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

StreetName	Apartment	Mobile Home	SurveyCityLimits
SurveyAddressPoint	Building	Parcel	SV_CI_KENNEWICK_10
<all other values>	Condo		SV_CI_RICHLAND_10

SV_CI_COUNTY_1



1 inch = 200 feet

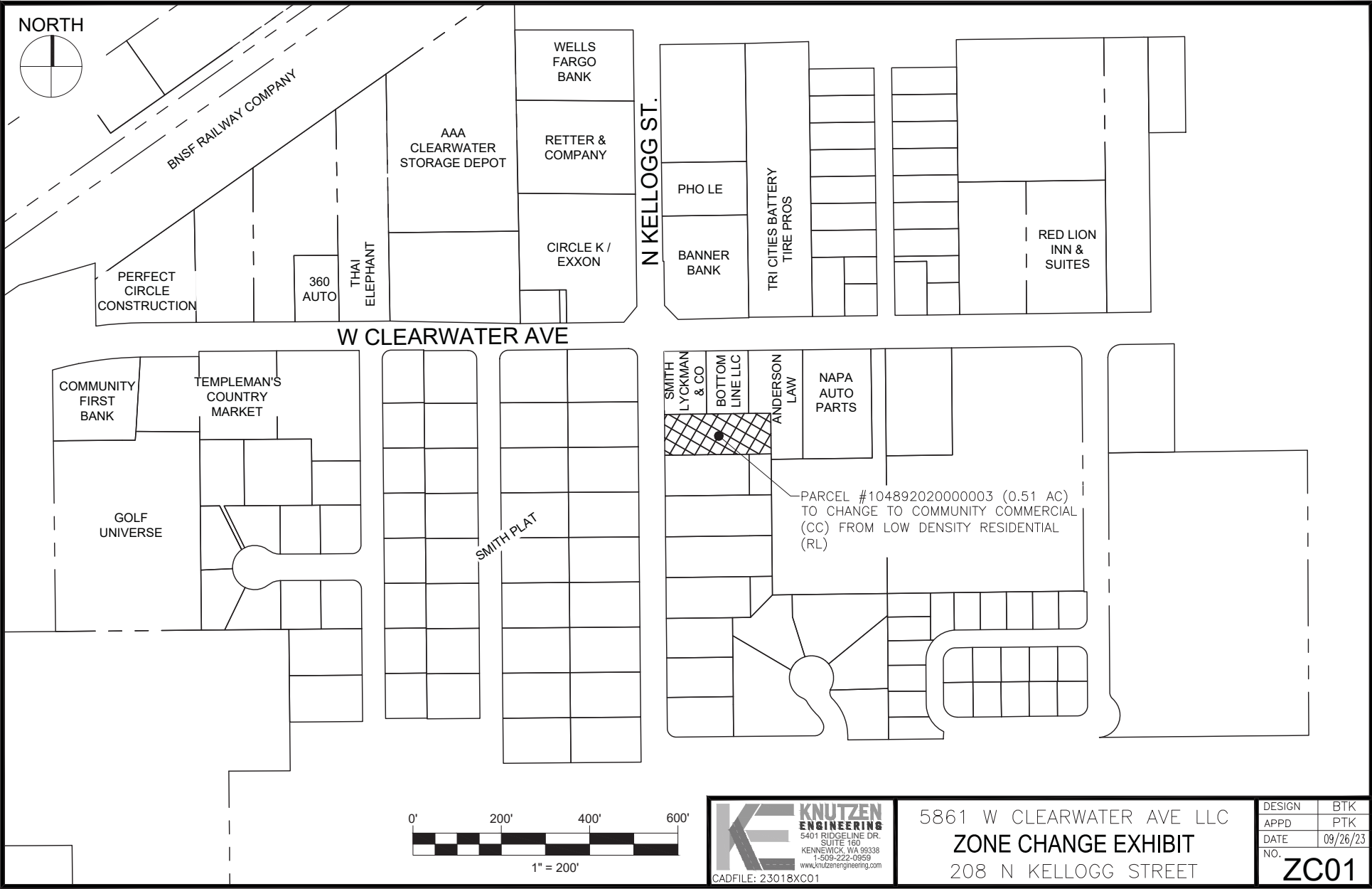
0	0.0175	0.035
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1:2,400

0.07 mi

0 0.0275 0.055 0.11 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

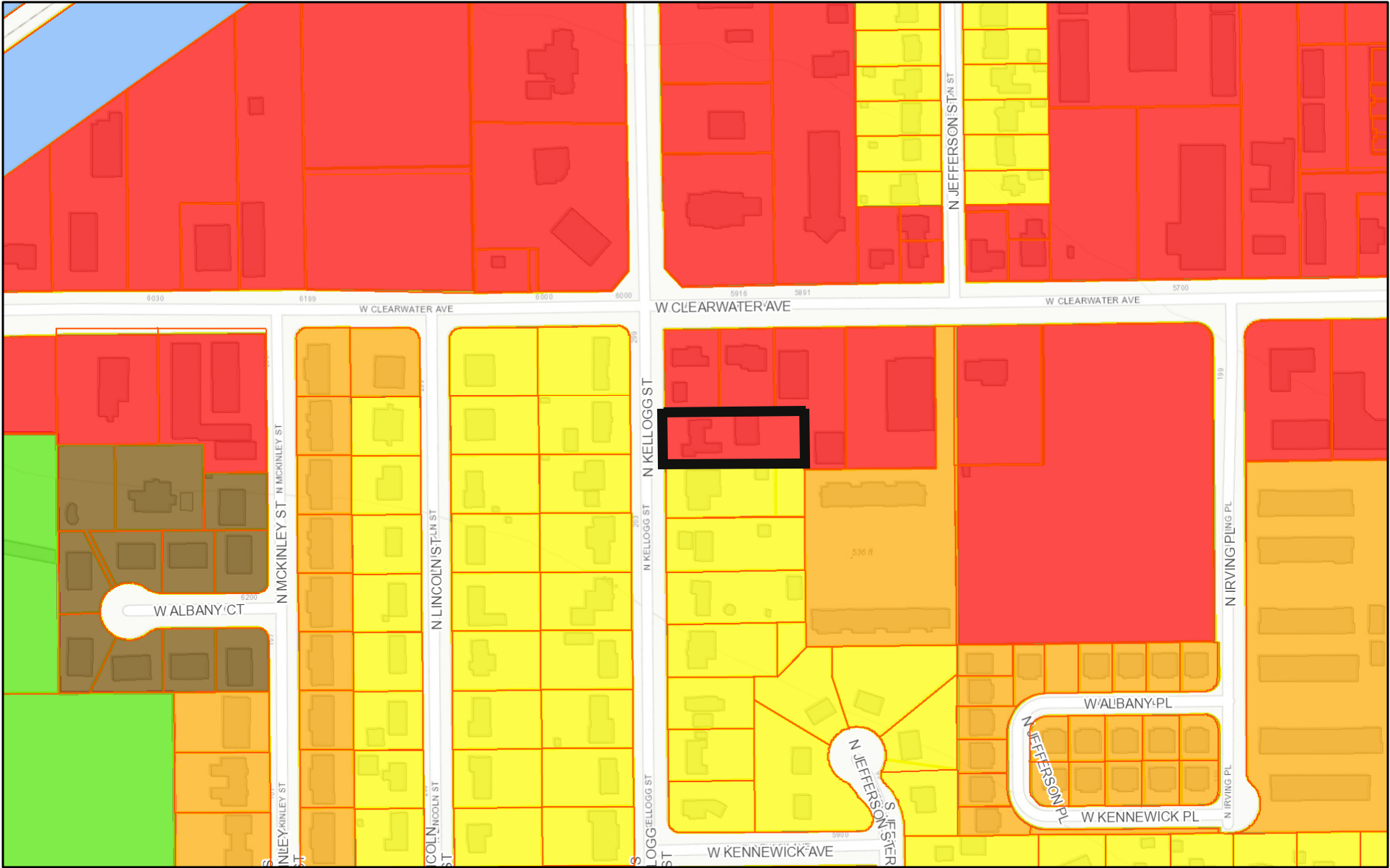


Legal Description

Parcel 104892020000003:

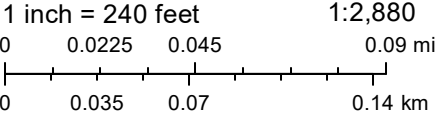
VIONE ADDITION, LOT 3. TOGETHER WITH THAT PORTION OF GOVERNMENT LOT 4, SECTION 4, TOWNSHIP 8 NORTH, RANGE 29 DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF LOT 3 OF THE PLAT OF VIONE ADDITION. THENCE SOUTH 00 DEGREES 30 MINUTES 05 SECONDS WEST ALONG THE EASTERLY LINE OF SAID LOT 3, 92.32 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3. THENCE SOUTH 89 DEGREES 43 MINUTES 45 SECONDS EAST 50 FEET. THENCE NORTH 00 DEGREES 30 MINUTES 05 SECONDS EAST 92.32 FEET. THENCE NORTH 89 DEGREES 43 MINUTES 45 SECONDS WEST 50 FEET TO THE POINT OF BEGINNING.

Land Use Map



November 29, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

CountyParcelLayer	SurveyAddressPoint		Building	Parcel
StreetName		<all other values>		Condo
		Apartment		Mobile Home



Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Zoning Map

Exhibit 7



November 29, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

CountyParcelLayer **SurveyAddressPoint**
 StreetName ● <all other values>
■ Apartment

■ Building
■ Condo
■ Mobile Home

Parcel



1 inch = 200 feet 1:2,400
 0 0.0175 0.035 0.07 mi
 0 0.0275 0.055 0.11 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

KENNEWICK PLANNING COMMISSION**NOTICE OF PUBLIC HEARING**

December 18, 2023 6:30 p.m.

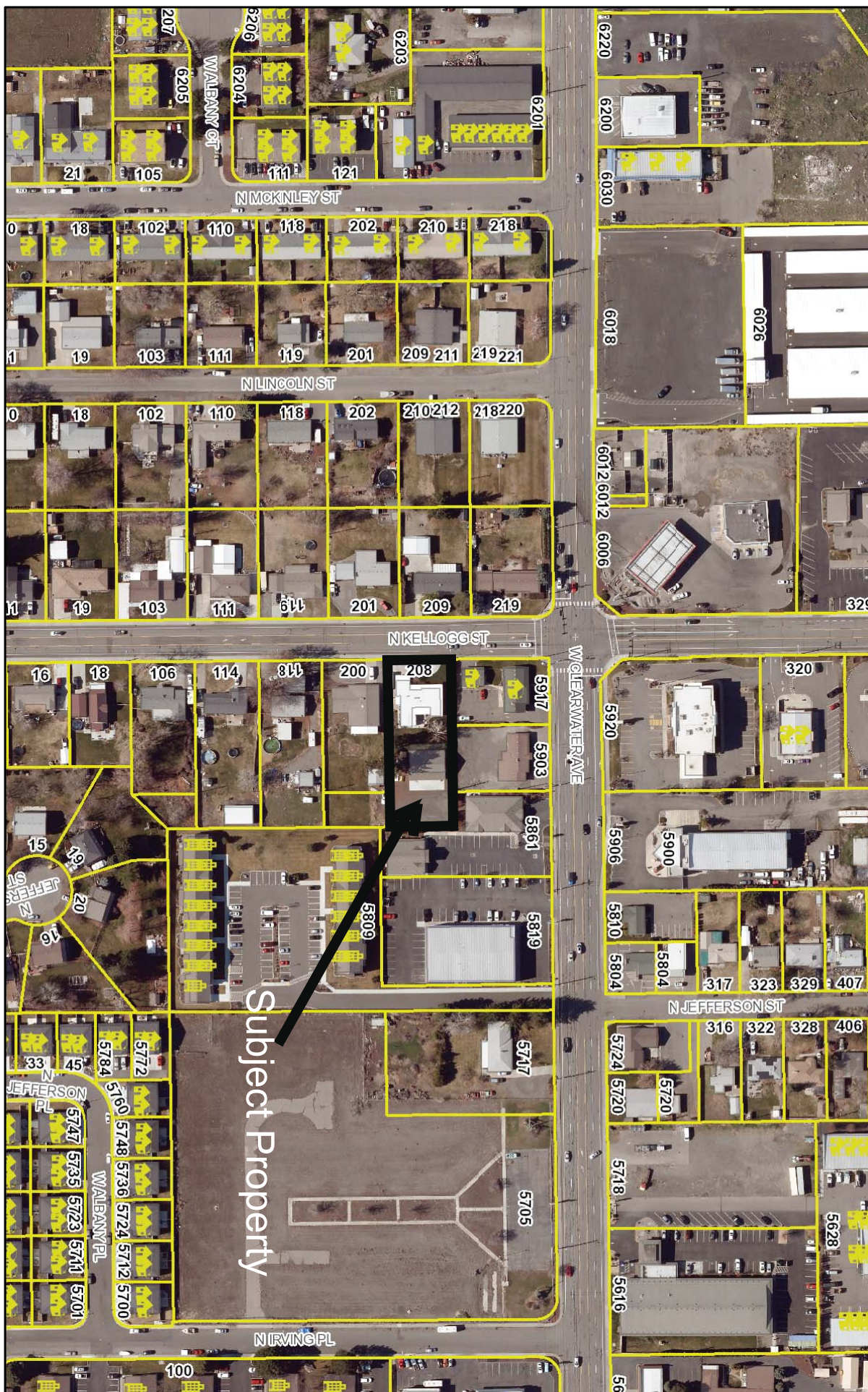
The Kennewick Planning Commission will hold a Public Hearing on Monday, December 18, 2023, at City Hall Council Chambers, 210 West 6th Avenue, at 6:30 p.m. or as soon as possible thereafter, to receive public comment on a proposed Change of Zone. Staff will be presenting their analysis and the Planning Commission will make a recommendation to the City Council on the item. The public hearing will be conducted in a hybrid setting which will allow interested parties to participate in person or virtually. To participate virtually in the hearing, use the link found at <https://www.go2kennewick.com/598/Planning-Commission>.

*Project# COZ-2023-0008 – A Change of Zone of 0.5093 acres from Residential, Low Density (RL) to Commercial, Community (CC), located at 208 N Kellogg Street. The property has a Comprehensive Plan land use designation of Commercial. **See map on back.***

Submit written comments to Matt Halitsky at matt.halitsky@ci.kennewick.wa.us or mail to PO Box 6108, Kennewick, WA 99336. For questions about this project, please call Matt Halitsky (509) 585-4416

The City of Kennewick welcomes full participation in public meeting by all citizens. No qualified individual with a disability shall be excluded or denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at this public meeting, please contact Matt Halitsky at (509) 585-4416 or the Washington Relay Service Center TTY at #711 at least ten days prior to the date of the meeting to make arrangements for special needs.

Vicinity Map



September 7, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

StreetName

Apartment

Mobile Home

SurveyCityLimits

SV_CI_COUNTY_1

SurveyAddressPoint

Building

Parcel

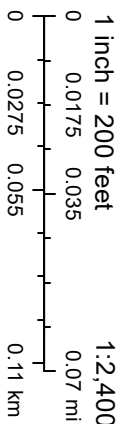
SV_CI_KENNEWICK_10

SV_CI_COUNTY_1

<all other values>

Condo

SV_CI_RICHLAND_10



Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,



NOTIFICATION OF MAILING

I, Matt Halitsky, on 30 November, 2023

Mailed 28 copies of Notice of Public Hearing

for COZ-2023-0008

to property owners within 300'

as shown on the attached list.

Signature



37 5861 W CLEARWATER AVE LLC 5861 W CLEARWATER AVE KENNEWICK, WA 99336	37 BRADLEY W & LOU ANN JOHNSON 200 N KELLOGG ST KENNEWICK, WA 99336-1835	37 SUMIRA LLC 23806 S 823 PR SE KENNEWICK, WA 99338
37	37 S L VENTURES PARTNERSHIP 5917 W CLEARWATER AVE KENNEWICK, WA 99336-1847	37
37 JARED FIELDING 116 VISTA WAY KENNEWICK, WA 99336	37 CLAY R PHILLIPS 209 N KELLOGG ST KENNEWICK, WA 99336	37 KEI APARTMENTS FUND 10 LLC PO BOX 270518 SAN DIEGO, CA 27051
37 RAYMOND E & LOMA J BRADSHAW 201 N KELLOGG ST KENNEWICK, WA 99337-1836	37 ALEXANDER RICHINS & BRANDY SCHNEIDER 114 N KELLOGG ST KENNEWICK, WA 99336	37 KORSVIK HOLDING LLC 11710 COTTONWOOD DR KENNEWICK, WA 99338
37 RONALD D SMOOT 219 N KELLOGG ST KENNEWICK, WA 99336-1836	37 EFRAIN FARIAS 119 N KELLOGG ST KENNEWICK, WA 99336-1838	37 CHARLES D KIRK 106 N KELLOGG ST KENNEWICK, WA 99336-1837
37 CLEARWATER KELLOGG BUILDING LLC 1915 SHERIDAN PL RICHLAND, WA 99352	37 CHARLES D & SHEILA M KIRK 106 N KELLOGG ST KENNEWICK, WA 99336-1837	37 MICHAEL A & SANDRA K MELIA 111 N KELLOGG ST KENNEWICK, WA 99336
37 TROY EDWARD HANSEN 9650 HILLTOP RD BELLEVUE, WA 98004	37 JAMES T SICHLER 4971 MT ADAMS VIEW DR WEST RICHLAND, WA 99353	37 CHARLES R & ROXANNE R TAMBURELLO 202 NORTH LINCOLN STREET KENNEWICK, WA 99336
37 A CAROLYN SVATONSKY 2521 W ENTIAT AVE KENNEWICK, WA 99336-3077	37 JAN & BOZENA M GIZKA 2012 S SHEPPARD ST KENNEWICK, WA 99338	37 KENNETH & ERICA WATERS 118 N LINCOLN ST KENNEWICK, WA 99336
37 ELMER E & JUNE A ROOT 5717 W CLEARWATER AVE KENNEWICK, WA 99336	37 JERRY L & CARA J STEVENSON 103 N KELLOGG ST KENNEWICK, WA 99336-1838	37 GORDON M WILLIAMS 110 N LINCOLN ST KENNEWICK, WA 99336-1823
37 CIRCLE K STORES INC N/A PO BOX 52085 PHOENIX, AZ 85072	37 GERALD K & PATRICIA L JOHNSON 6004 W YELLOWSTONE AVE KENNEWICK, WA 99336-1218	37 ELMER E & JUNE A ROOT 5717 W CLEARWATER AVE KENNEWICK, WA 99336



Community Planning Department

210 West 6th Avenue

Kennewick, WA 99336

Phone: (509) 585-4280

cedinfo@ci.kennewick.wa.us

DETERMINATION OF NON-SIGNIFICANCE

FILE/PROJECT NUMBER: ED-2023-0032

DESCRIPTION OF PROPOSAL: Change of Zone from Residential, Low Density (RL) to Commercial, Community (CC).

PROPONENT: Knutzen Engineering

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: 208 N Kellogg Street

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

- ☒ There is no comment period for this DNS.
- ☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.
- ☐ This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by ___. After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Anthony Muai, AICP

POSITION/TITLE: Community Planning Director

ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336

PHONE: (509) 585-4361

- ☒ Changes, modifications and /or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

- ☒ No conditions.
- ☐ See attached condition(s).

Date: 21 November 2023

Signature: _____

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.

Copies of this DNS were emailed to Benton Clean Air Authority, Confederated Tribes of Umatilla Indian Reservation, Department of Ecology SEPA Register, Department of Fish & Wildlife, Department of Natural Resources, Washington State Department of Transportation.

Planning Commission Action Summary

COZ-2023-0008 (RL to CO)

The Kennewick Planning Commission conducted a hybrid in-person/virtual public hearing on 18 December 2023. All interested parties were notified to come before the Commission and be heard. Although the applicant requested a Change of Zone to Commercial, Community (CC), staff recommended a Change of Zone to Commercial, Office (CO). After reviewing the staff report and all oral and written facts and opinions, Commissioner Helgeson moved that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2023-0008 and recommend to City Council approval of a Change of Zone to CO.

Findings:

1. The applicant is Knutzen Engineering, 5401 Ridgeline Drive #160, Kennewick, WA 99338.
2. The property owner is Brian Anderson, 5861 W Clearwater Ave, Kennewick, WA 99336.
3. The proposed change of zone is located at 208 N Kellogg Street. Parcel Number 1-0489-202-0000-003.
4. The City's Comprehensive Plan Land Use Designation for the subject property is Commercial.
5. The applicant's request is to change the zoning from Residential, Low Density (RL) to Commercial, Community (CC).
6. Staff's recommendation is to change the zoning from Residential, Low Density (RL) to Commercial, Office (CO).
7. Both the Commercial, Community (CC) and the Commercial, Office (CO) zoning districts are implementing zones of the Commercial Comprehensive Plan Land Use Map Designation.
8. On 18 October 2023, the application was submitted, and declared complete for processing on 1 November 2023.
9. The application was routed for review to City Departments and outside agencies for comment on 1 November 2023.
10. Access to the site is currently via N Kellogg Street. This may change to W Clearwater Ave through an adjacent property to the east with the same owner.
11. The Environmental Determination of Non-Significance (ED-2023-0032) was issued on 20 November 2023.
12. The Property Posting sign for the public hearing was posted on site 30 November 2023.
13. Notice of the public hearing for this application was published in the Tri-City Herald on 3 December 2023. Notices were also mailed to property owners within 300 feet of the site on 30 November 2023.
14. The proposed amendment is consistent with the Comprehensive Plan.
15. A Change of Zone to CO promotes the public necessity, convenience and general welfare.

16. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
17. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of Commercial.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will implement Commercial Land Use Goals 2 and 3 of the City of Kennewick Comprehensive Plan.
4. Approval of the Change of Zone to CO will result in the promotion of public necessity, convenience and/or general welfare.
5. The proposed Change of Zone complies with KMC 18.51.070(2).

The motion was seconded by Commissioner Hempstead. The motion passed 4-2, with Commissioners Griffith, Hempstead, Helgeson, and Chair Morris in favor; and Commissioners Gregory and Franklin opposed.

City Council Meeting

Change of Zone COZ-2023-0008

16 January 2024



Application Summary

Applicant: Knutzen Engineering

Owner: Brian Anderson

Proposal: Rezone 0.5093 acres from Residential, Low Density (RL) to Commercial, Community (CC)

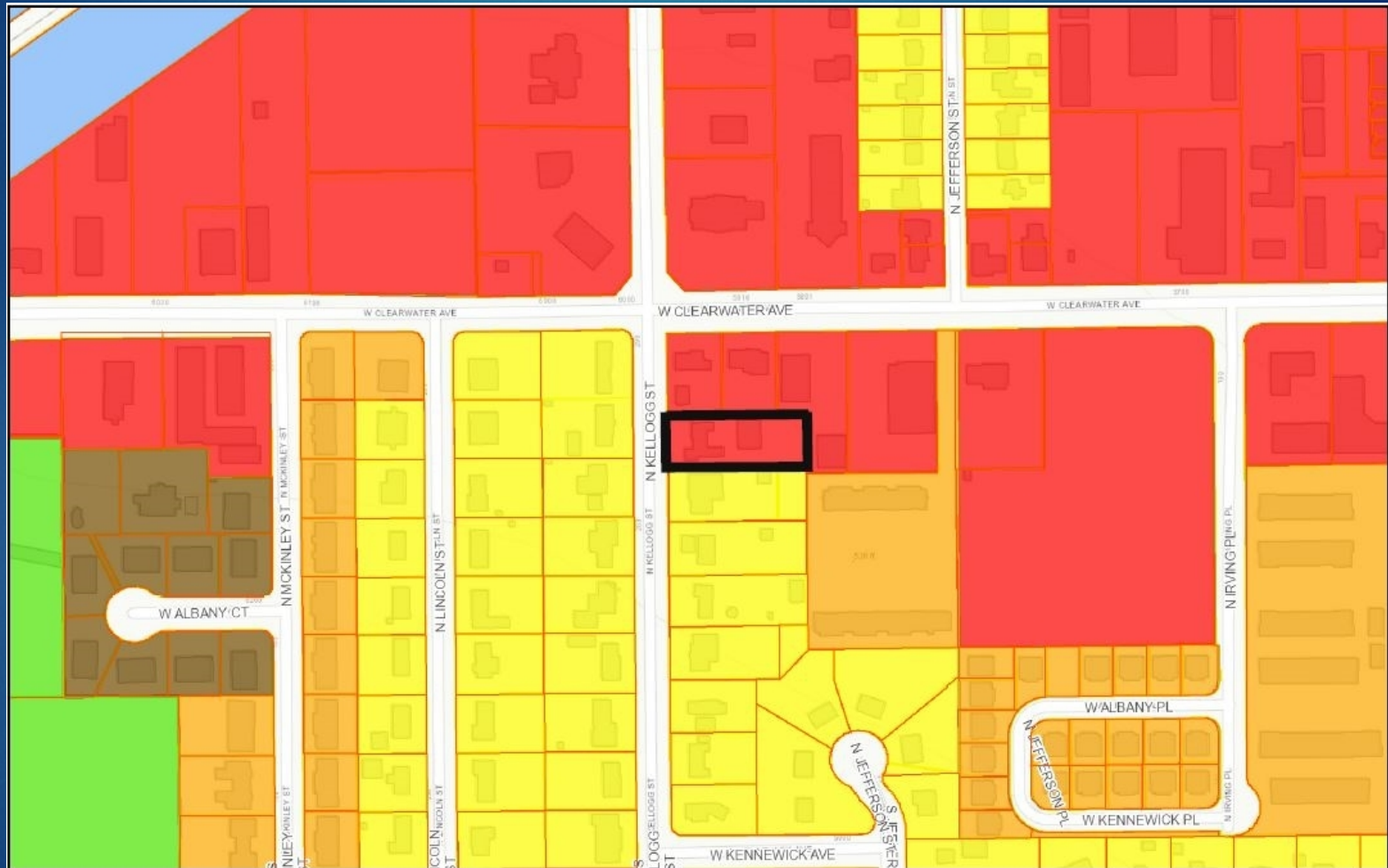
Comprehensive Plan Designation: Commercial

Location: 208 N Kellogg Street

100



100



Zoning Map



Permitted Uses

The purpose of the CC district is to stabilize, improve, and protect commercial areas, and to provide for orderly growth in new commercial areas in accord with the Comprehensive Plan. CC districts are intended for a wide range of uses to serve the community area to which they are appurtenant.

The purpose of the CO district is to provide areas for professional and business offices, medical clinics, and research laboratories. The district is primarily intended for non-retail sale commercial uses and restricted retail sale uses in compatible areas as transitions between more intensive uses and other commercial districts and residential districts.

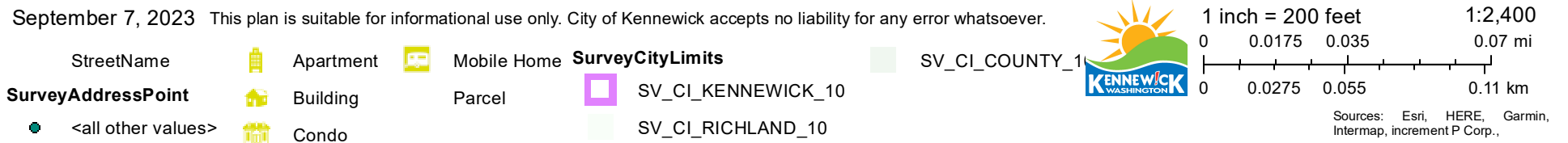
Change of Zone Findings

KMC 18.51.070(2)

- (a) The proposed amendment conforms with the comprehensive plan.
- (b) Promotes the public necessity, convenience and general welfare.
- (c) The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands which are deemed unacceptable by the City.
- (d) The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.
- (e) Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.

Recommendation

The Planning Commission recommends City Council concur with the Findings and Conclusions contained within staff report COZ-2023-0008, and approve a Change of Zone to Commercial, Office (CO).



Council Agenda Coversheet 	Agenda Item Number: 5.b. Agenda Item Type: Ordinance Subject: Ordinance 24-6046: Change of Zone COZ-2023-0010 at 6311 W Clearwater Ave. Department: Community Planning Ord/Reso # 24-6046 Contract # Project # Permit # COZ-2023-0010 Council Date: 1/16/2024	Category: Ordinance/Reso Quasi-Judicial
<u>Recommendation</u> The Planning Commission recommends City Council concur with the findings and conclusions contained within staff report COZ-2023-0010 by adopting Ordinance 24-6046. <u>Motion for Consideration</u> Motion to adopt Ordinance 24-6046. <u>Summary</u> Knutzen Engineering, on behalf of LAIC, Inc., has applied to change the zoning of one 3.34-acre parcel and one 8-acre parcel from Open Space, Limited (OS-L) to Open Space (OS). The OS zone is an implementing zoning district of the Open Space Land Use Designation. The request is consistent with the Comprehensive Plan. The subject property is located at 6311 W. Clearwater Avenue. The adjacent property to the north is Commercial, Community (CC). The property to the west is Commercial, Community (CC) and Residential, Medium Density(RM). The properties to the east and south are a combination of Residential, Suburban (RS), Residential, Low Density (RL), Residential, Medium Density (RM) and Residential, High Density (RH). The Planning Commission held a public hearing to review the proposal on December 18, 2023. At the hearing, staff presented an overview of the staff report and findings. Public testimony was heard from the applicant and two adjacent property owners. The Planning Commission voted unanimously to recommend approval of COZ-2023-0010 to City Council. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Ordinance 2. Staff Report 3. PC Action Summary 4. Presentation 5. Map		

CITY OF KENNEWICK
ORDINANCE NO. 24-6046

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF
CERTAIN REAL PROPERTY WITHIN THE CITY OF KENNEWICK
LOCATED AT 6311 W. CLEARWATER AVENUE FROM OPEN SPACE,
LIMITED (OS-L) TO OPEN SPACE (OS) (COZ 2023-0010, LAIC, Inc.)

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Ordinance No. 3001, as amended, the zoning ordinance of the City of Kennewick and the accompanying zoning map of the City of Kennewick being part of said ordinance shall be and hereby is changed from Open Space, Limited (OS-L) to Open Space (OS) for the real property described as follows:

Parcel No. 1-0589-101-03980-06:

SECTION 05 TOWNSHIP 8 RANGE 29. THAT PORTION OF LOTS 1 AND 3, SHORT PLAT NUMBER 398, ACCORDING TO THE SURVEY THEREOF RECORDED UNDER AUDITOR'S FILE NUMBER 735100, RECORDS OF BENTON COUNTY, WASHINGTON, AND OF THE EAST 34 FEET OF TRACT 4, THE HIGHLANDS PLAT E, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 55, RECORDS OF BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1, SAID SHORT PLAT NUMBER 398, BEING A CORNER COMMON TO LOT 3: THENCE NORTH 89 DEGREES 26 MINUTES 15 SECONDS WEST, ALONG THE NORTH LINE OF SAID LOT 3, FOR 5.53 FEET TO THE POINT OF CURVATURE WITH A 760.00 FOOT RADIUS CURVE CONCAVE TO THE SOUTH: THENCE SOUTHWESTERLY ALONG THE ARC OF SAID CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 00 DEGREES 49 MINUTES 51 SECONDS, FOR AN ARC DISTANCE OF 11.02 FEET: THENCE LEAVING SAID CURVE SOUTH 02 DEGREES 46 MINUTES 11 SECONDS WEST FOR 168.58 FEET TO THE TRUE POINT OF BEGINNING: THENCE SOUTH 88 DEGREES 51 MINUTES 25 SECONDS EAST FOR 144.91 FEET TO THE EAST LINE OF SAID LOT 1: THENCE SOUTH 00 DEGREES 26 MINUTES 18 SECONDS WEST, ALONG THE EAST LINE OF SAID LOTS 1 AND 3, FOR 450.05 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3: THENCE NORTH 89 DEGREES 26 MINUTES 30 SECONDS WEST, ALONG THE SOUTH LINE OF SAID LOT 3 AND SAID SOUTH LINE EXTENDED WESTERLY, FOR 331.06 FEET TO THE WEST LINE OF SAID EAST 34 FEET OF TRACT 4: THENCE NORTH 00 DEGREES 26 MINUTES 18 SECONDS EAST, ALONG SAID WEST LINE FOR 430.11 FEET: THENCE SOUTH 89 DEGREES 26 MINUTES 30 SECONDS EAST,

ALONG THE SOUTH LINE OF SAID LOT 2 AND SAID SOUTH LINE EXTENDED WESTERLY, FOR 185.29 FEET: THENCE NORTH 02 DEGREES 46 MINUTES 11 SECONDS EAST FOR 21.43 FEET TO THE TRUE POINT OF BEGINNING. CONTAINING 145397 SQ FT OR 3.34 ACRES, MORE OR LESS.

Parcel No. 1-0589-102-00080-08:

THE HIGHLANDS, PLAT E: PORTION OF LOT DEFINED AS FOLLOWS: THE NORTH 485 FEET OF THE EAST 157.5 FEET OF TRACT 7 AND LOT 8, EXCEPT THAT PORTION OF SAID LOT 8 DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT WHICH IS 4 FEET DUE EAST OF THE HEADSTAND PIPE SITUATE ON THE SOUTHEAST CORNER OF THE ABOVE DESCRIBED LOT 8, AND PROCEEDING THENCE FROM SAID POINT OF BEGINNING DUE WEST A DISTANCE OF 300 FEET TO A POINT: THENCE FROM SAID POINT NORTHERLY ALONG A LINE PARALLEL WITH THE WESTERLY BOUNDARY LINE OF SAID LOT 8: THENCE FROM SAID POINT ALONG SAID NORTHERLY BOUNDARY LINE IN A EASTERLY DIRECTION A DISTANCE OF 300 FEET TO A POINT: THENCE FROM SAID POINT ON A STRAIGHT LINE TO THE POINT OF BEGINNING: ALL IN THE HIGHLANDS PLAT E, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 55, RECORDS OF BENTON COUNTY, WASHINGTON LESS PORTION DEEDED FOR CITY OF KENNEWICK FOR STREET PURPOSES 11/18/91 TOGETHER WITH THE NORTH 320 FEET OF THAT PORTION OF LOT 8 DEFINED AS COMMENCING AT A POINT 4 FEET DUE EAST OF HEADSTAND PIPE SITUATED ON THE SOUTHEAST CORNER OF SAID LOT: THENCE DUE WEST 161 FEET, THE TRUE POINT OF BEGINNING: THENCE WEST 139 FEET: THENCE NORTHERLY PARALLEL WITH THE WEST LINE OF SAID LOT TO NORTHERLY BOUNDARY OF LOT 8: THENCE ALONG NORTHERLY BOUNDARY LINE 139 FEET EAST: THENCE SOUTHERLY PARALLEL WITH SAID WEST LINE IN A STRAIGHT LINE TO TRUE POINT OF BEGINNING. TOGETHER WITH EASEMENT. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD. (6/4/98 AF#1998-015485)

Section 2. The City Council finds the amendments described in Section 1 above are in conformance with the Comprehensive Plan of the City.

Section 3. Severability Clause. If any provision of this amendatory ordinance or its application to any persons or circumstances is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

Section 4. The Responsible Official for the State Environmental Policy Act has determined that the proposal will not have a probable significant adverse impact on the quality of the environment.

Section 5. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of January, 2024, and signed in authentication of its passage this 16th day of January, 2024.

Attest:

GRETLE J. CRAWFORD, Mayor

ORDINANCE NO. 24-6046 filed and
recorded in the office of the City Clerk of the
City of Kennewick Washington, this 17th day
of January, 2024

KRYSTAL TOWNSEND, City Clerk

Approved as to Form:

LAURENCIO SANGUINO, Interim City Attorney

KRYSTAL TOWNSEND, City Clerk

DATE OF PUBLICATION: _____

EFFECTIVE DATE: _____



COMMUNITY PLANNING DEPARTMENT

STAFF REPORT AND RECOMMENDATION TO THE PLANNING COMMISSION

FILE NO: COZ-2023-0010

Staff Report Date: December 11, 2023

Hearing Date & Location: December 18, 2023

Report Prepared By: Alisha Piper
Planner

Report Reviewed By: Steve Donovan, AICP
Planning Manager

Summary Recommendation: The City of Kennewick Planning Staff RECOMMENDS APPROVAL of Change of Zone 2023-0010.

Summary of Proposal: A Change of Zone from Open Space, Limited (OS-L) to Open Space (OS) on a 3.34-acre and an 8-acre lot.

Proposal Location: 6311 W. Clearwater Ave.

Legal Description: See Exhibit 3

Property Owner: ACIS, LLC.
c/o Lee Adams
6515 W. Clearwater Ave. #212
Kennewick, WA 99336

Applicant: Knutzen Engineering
c/o Paul Knutzen
5401 Ridgeline Drive, Unit #160
Kennewick, WA 99338

Regulatory Controls:

1. Comprehensive Plan – Land Use
2. KMC Title 4 – Administrative Procedures
3. KMC Title 18 – Zoning
4. Washington State Environmental Policy Act

COZ Key Application Processing Dates:

Application Submittal	October 31, 2023
Determination of Completeness Issued	November 3, 2023
Notice of Application Posted	November 3, 2023
SEPA Threshold Determination Issued	November 28, 2023
Date of Mailed Notice of Public Hearing	December 1, 2023
Property Posting Sign for Public Hearing	November 30, 2023
Date of Published Notice of Public Hearing	December 3, 2023

Exhibits:

1. Staff Report
2. Supplemental Questions
3. Legal Description
4. Vicinity/Site Map
5. Comprehensive Plan Map
6. Zoning Map
7. Notice of Mailing
8. SEPA DNS
9. Public comments

Zoning adjacent to the site:

North: Commercial, Community (CC)

East: Residential, High (RH)/ Residential, Medium (RM), Residential, Suburban (RS)

South: Residential, Low (RL)/ Residential, Suburban (RS)

West: Commercial, Community (CC)/ Residential, Medium (RM)

Kennewick Municipal Code Findings:

The following findings shall be met in order to approve a change of zone:

KMC 18.51.070(2): Findings:

Findings Required. In order to amend the zoning map, the City Council must find that:

- a. The proposed amendment conforms with the comprehensive plan; and
Staff Response: The proposed Change of Zone conforms to the comprehensive plan because the OS Zoning District is an implementing zoning district of the site's current Open Space Land Use Designation.
- b. Promotes the public necessity, convenience and general welfare; and
Staff Response: The proposed Change of Zone promotes public necessity, convenience and welfare by establishing a zoning district that is compatible with the surrounding properties.
- c. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City; and
Staff Response: The proposed Change of Zone will not impose additional burdens on public facilities. Future development will be required to meet applicable levels of service.
- d. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan; and

Staff Response: The proposed amendment will establish a zoning district that complies with Comprehensive Plan. The OS Zone is an implementing zone of the site's Open Space Land Use Designation.

- e. Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.

Staff Response: The finding is not applicable; the proposed zoning district is not a single-family residential zone. That said, the higher-intensity Commercial, Community (CC) zone is located to the north and west of the subject property.

Public Comments:

Staff responded to one email and one phone call from nearby property owners.

Agency Comments:

Staff did not receive any agency comments.

Staff Analysis of Proposal & Discussion:

The proposed Change of Zone (COZ-2023-0010) is a request to change the zoning district for a 3.34-acre and an 8-acre parcel. Pursuant to Table 1 of the Comprehensive Plan, the Open Space Zoning District is an implementing zoning district of the Open Space Land Use Designation. RCW 36.70A, Growth Management Act, requires that a City's development regulations implement its comprehensive plan.

Per KMC 18.03.040 (20), the purpose of Open Space zoning district is as follows:

- OS - The purpose of the OS district is to offer areas for those types of activities which require open space such as critical area environments, schools, parks, other outdoor recreation, and similar compatible uses.

Future development of the entire site will be limited to only the permitted uses of the OS Zoning District. Development will be subject to meeting applicable concurrency requirements, which include utility and street improvements.

The proposed findings meet the requirements of KMC 18.51.070(2).

Findings:

1. The applicant is Knutzen Engineering.
2. The property owner is Lee Adams.
3. The proposed Change of Zone is located at 6311 W. Clearwater Ave.: 1-0589-101-0398-006 and 1-0589-102-0008-008.
4. The City's Comprehensive Plan Land Use Designation for the subject property is Open Space.
5. The request is to change the zoning from Open Space, Limited to Open Space.
6. The Open Space Zoning District is an implementing zone of the Open Space Comprehensive Plan Land Use Map Designation.
7. The application was submitted on October 31, 2023.

8. The application was declared complete, routed for review to City Departments and outside agencies on November 3, 2023.
9. Access to the site is via W. Clearwater Avenue.
10. The Environmental Determination of Non-Significance, ED-2023-0033, was issued November 28, 2023.
11. The Property Posting sign for the public hearing was posted on site November 30, 2023.
12. Notice of the public hearing for this application was published in the Tri-City Herald on December 3, 2023. Notices were mailed to property owners within 300 feet of the site on December 1, 2023.
13. The proposed amendment conforms to the comprehensive plan.
14. The proposed amendment promotes the public necessity, convenience and general welfare.
15. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
16. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of Open Space.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will result in the promotion of public necessity, convenience and/or general welfare.
4. The proposed Change of Zone complies with KMC 18.51.070(2).

Recommendation:

Staff has reviewed the application and recommends that the Planning Commission concur with the findings and conclusions contained in staff report COZ-2023-0010 and recommend approval to City Council.

Motion:

I move that the Planning Commission concur with the findings and conclusions in staff report COZ-2023-0010 and recommend approval of the request to City Council.

Supplemental Questions

1. Please explain how the public necessity, convenience, and general welfare require the adoption of the proposed amendment.
The general welfare of the public will be greatly improved by the adoption of this proposal because the resulting community college will create an affordable higher education option for prospective Tri-Cities students.
- 2.a. Are there sites presently available on the market which are correctly zoned for the proposed use? No
- 2.b. Are these sites within a 1/2 mile of the proposed site? No
- 2.c. Within 1 mile of the proposed site? No
- 2.d. If you answered yes to any of the above, please indicate the general location of the site(s) and the reasons why these sites are not proposed to be utilized.
3. Please explain how the proposed amendment is consistent with the existing land use pattern in the area.
The future proposal we will be re-purposing the existing building for a college and that is not allowed in the current zoning.
- 4.a. Are the existing uses in the area in conformance with the area's zoning classification? Yes
- 4.b. If NO, please explain the differences. If YES, please type NA. NA
- 5.a. Will the proposed amendment create an isolated district, or introduce a more intense land use to the area? No
- 5.b. Please explain:
The properties were already an isolated district being OS-L. We are just proposing to make it unrestricted and zoning it OS.
6. Please explain how the existing zoning prohibits reasonable use of the property.
With the current zoning classifications, you are only allowed to put what is currently there (Golf Store / Driving Range). Changing these properties to OS will allow for the properties to be used for efficiently as well as allow us to add the College.
7. Please explain how residential character, in the immediate area, will or will not be adversely affected by the proposed amendment.
The proposed amendment will not have an effect on any residential character.
8. Please explain how the proposed amendment will affect property values in the vicinity.
The proposed amendment will not affect property values in the vicinity.
- 9.a. Please explain how approval of the proposed amendment will or will not set a precedent for other similar proposals or uses.
This will not set any precedent for other proposals.
- 9.b. Please explain how approval of the proposed amendment will or will not deter the use, improvement or development of adjacent property in accordance with the existing zoning.
The site has already been developed and zones OS-L for years. Changing the zone will allow the property owner to utilize the land better.
10. Please explain how approval of the proposed amendment will or will not encourage more private investments which will be beneficial to the redevelopment of a deteriorated area.

The proposal will not encourage more private investments of a deteriorated area.

11. Please explain how approval of the proposed amendment will or will not combat any economic segregation and allow greater choice in the market.
This is not expected.
12. Please explain how approval of the proposed amendment will or will not create conflict between potential land uses and transportation patterns.

This is not expected.

Parcel #: 105891010398006

Section 05 Township 8 Range 29. . THAT PORTION OF LOTS 1 AND 3, SHORT PLAT NUMBER 398, ACCORDING TO THE SURVEY THEREOF RECORDED UNDER AUDITOR'S FILE NUMBER 735100, RECORDS OF BENTON COUNTY, WASHINGTON, AND OF THE EAST 34 FEET OF TRACT 4, THE HIGHLANDS PLAT E, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 55, RECORDS OF BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

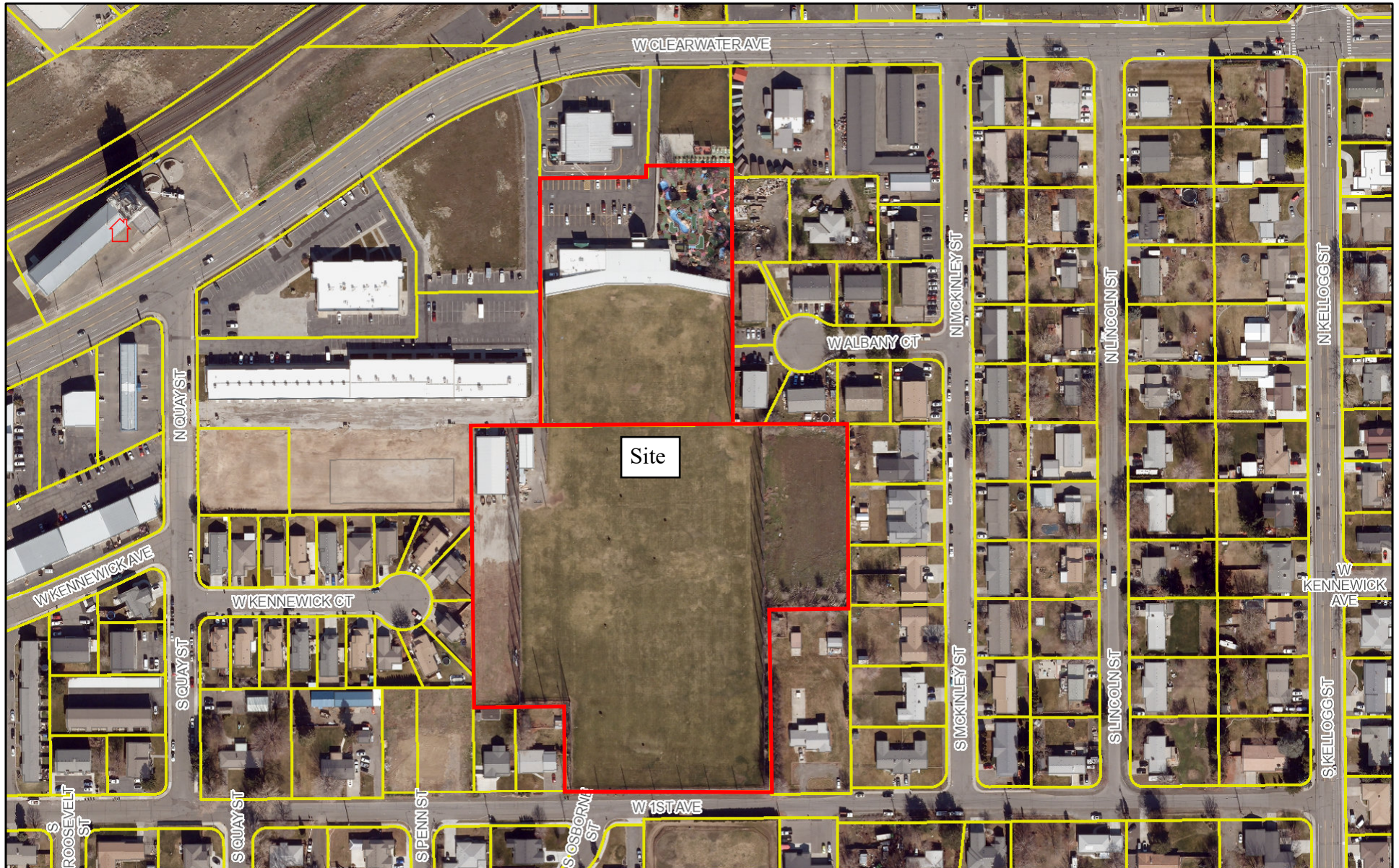
COMMENCING AT THE NORTHWEST CORNER OF LOT 1, SAID SHORT PLAT NUMBER 398, BEING A CORNER COMMON TO LOT 3: THENCE NORTH 89 DEGREES 26 MINUTES 15 SECONDS WEST, ALONG THE NORTH LINE OF SAID LOT 3, FOR 5.53 FEET TO THE POINT OF CURVATURE WITH A 760.00 FOOT RADIUS CURVE CONCAVE TO THE SOUTH: THENCE SOUTHWESTERLY ALONG THE ARC OF SAID CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 00 DEGREES 49 MINUTES 51 SECONDS, FOR AN ARC DISTANCE OF 11.02 FEET: THENCE LEAVING SAID CURVE SOUTH 02 DEGREES 46 MINUTES 11 SECONDS WEST FOR 168.58 FEET TO THE TRUE POINT OF BEGINNING: THENCE SOUTH 88 DEGREES 51 MINUTES 25 SECONDS EAST FOR 144.91 FEET TO THE EAST LINE OF SAID LOT 1: THENCE SOUTH 00 DEGREES 26 MINUTES 18 SECONDS WEST, ALONG THE EAST LINE OF SAID LOTS 1 AND 3, FOR 450.05 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3: THENCE NORTH 89 DEGREES 26 MINUTES 30 SECONDS WEST, ALONG THE SOUTH LINE OF SAID LOT 3 AND SAID SOUTH LINE EXTENDED WESTERLY, FOR 331.06 FEET TO THE WEST LINE OF SAID EAST 34 FEET OF TRACT 4: THENCE NORTH 00 DEGREES 26 MINUTES 18 SECONDS EAST, ALONG SAID WEST LINE FOR 430.11 FEET: THENCE SOUTH 89 DEGREES 26 MINUTES 30 SECONDS EAST, ALONG THE SOUTH LINE OF SAID LOT 2 AND SAID SOUTH LINE EXTENDED WESTERLY, FOR 185.29 FEET: THENCE NORTH 02 DEGREES 46 MINUTES 11 SECONDS EAST FOR 21.43 FEET TO THE TRUE POINT OF BEGINNING. CONTAINING 145397 SQ FT OR 3.34 ACRES, MORE OR LESS.

Parcel #: 105891020008008

THE HIGHLANDS, PLAT E: PORTION OF LOT DEFINED AS FOLLOWS: THE NORTH 485 FEET OF THE EAST 157.5 FEET OF TRACT 7 AND LOT 8, EXCEPT THAT PORTION OF SAID LOT 8 DESCRIBED AS FOLLOWS: COMMENCING AT A POINT WHICH IS 4 FEET DUE EAST OF THE HEADSTAND PIPE SITUATE ON THE SOUTHEAST CORNER OF THE ABOVE DESCRIBED LOT 8, AND PROCEEDING THENCE FROM SAID POINT OF BEGINNING DUE WEST A DISTANCE OF 300 FEET TO A POINT: THENCE FROM SAID POINT NORTHERLY ALONG A LINE PARALLEL WITH THE WESTERLY BOUNDARY LINE OF SAID LOT 8: THENCE FROM SAID POINT ALONG SAID NORTHERLY BOUNDARY LINE IN A EASTERLY DIRECTION A DISTANCE OF 300 FEET TO A POINT: THENCE FROM SAID POINT ON A STRAIGHT LINE TO THE POINT OF BEGINNING: ALL IN THE HIGHLANDS PLAT E, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2 OF PLATS, PAGE 55, RECORDS OF BENTON COUNTY, WASHINGTON LESS PORTION DEEDED FOR CITY OF KENNEWICK FOR STREET PURPOSES 11/18/91 TOGETHER WITH THE NORTH 320 FEET OF THAT PORTION OF LOT 8 DEFINED AS COMMENCING AT A POINT 4 FEET DUE EAST OF HEADSTAND PIPE SITUATED ON THE SOUTHEAST CORNER OF SAID LOT: THENCE DUE WEST 161 FEET, THE TRUE POINT OF BEGINNING: THENCE WEST 139 FEET: THENCE NORTHERLY PARALLEL WITH THE WEST LINE OF SAID LOT TO NORTHERLY BOUNDARY OF LOT 8: THENCE ALONG NORTHERLY BOUNDARY LINE 139 FEET EAST: THENCE SOUTHERLY PARALLEL WITH SAID WEST LINE IN A STRAIGHT LINE TO TRUE POINT OF BEGINNING. TOGETHER WITH EASEMENT. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD. (6/4/98 AF#1998-015485)

Vicinity Map

EXHIBIT 4



December 5, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

StreetName
SurveyAddressPoint
Apartment
Building
Condo
Mobile Home
Parcel
SurveyCityLimits
SV_CI_KENNEWICK_10
SV_CI_RICHLAND_10

SV_CI_COUNTY_1

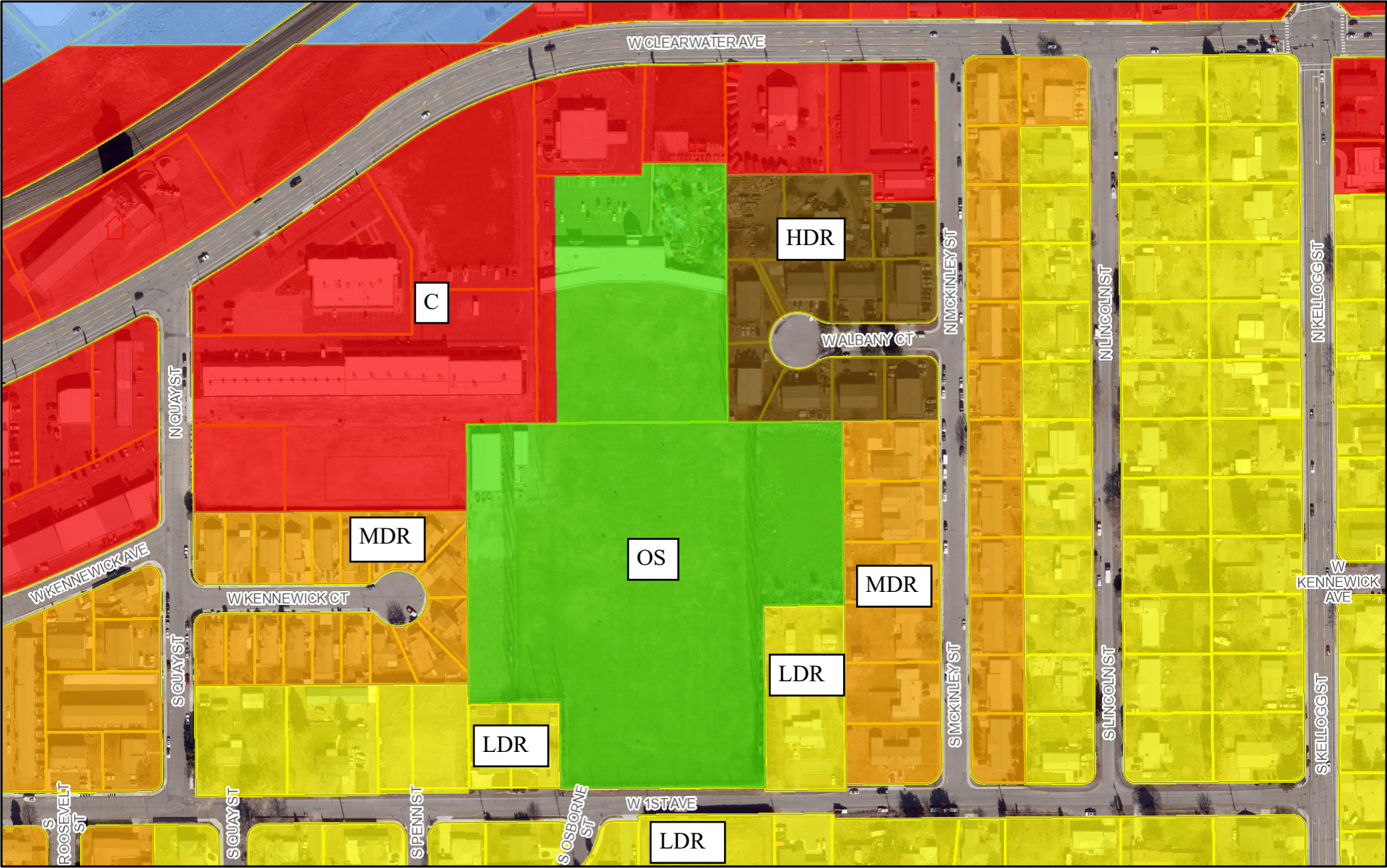


1 inch = 240 feet
0 0.0225 0.045 0.09 mi
0 0.035 0.07 0.14 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Land Use Map

EXHIBIT 5



December 5, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

StreetName

<all other values>

SurveyAddressPoint

Building

Mobile Home

Apartment

Condo

SurveyCityLimits

SV_CI_KENNEWICK_10

SV_CI_RICHLAND_10

Parcel

SV_CI_COUNTY_1



1 inch = 240 feet

1:2,880

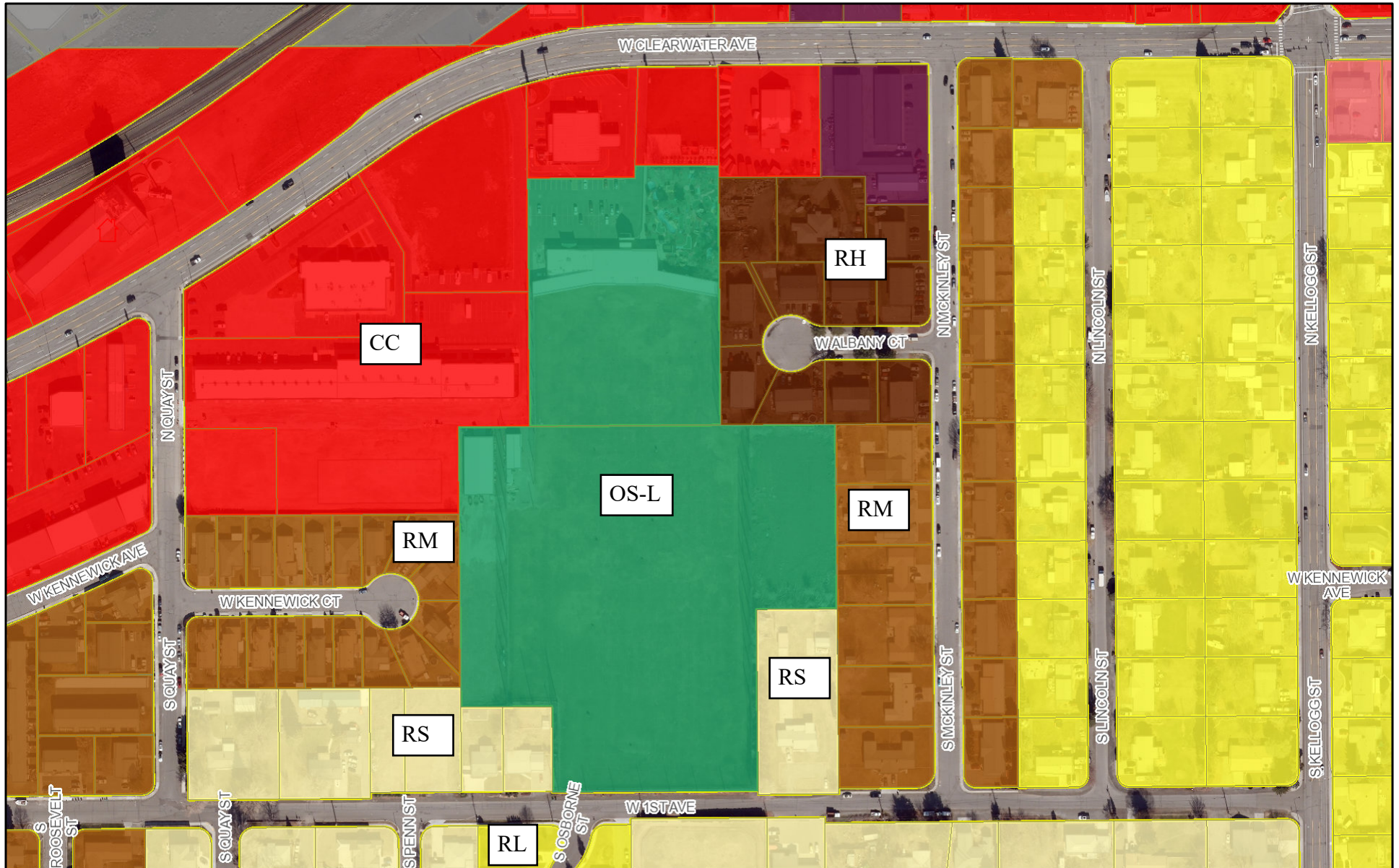
0 0.0225 0.045 0.09 mi

0 0.035 0.07 0.14 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Zoning Map

EXHIBIT 6



December 5, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

StreetName
SurveyAddressPoint
● <all other values>

Apartment
Building
Condo

Mobile Home
Parcel

SurveyCityLimits
SV_CI_KENNEWICK_10
SV_CI_RICHLAND_10

SV_CI_COUNTY_1



1 inch = 240 feet

1:2,880

0 0.0225 0.045 0.09 mi

0 0.035 0.07 0.14 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,



NOTIFICATION OF MAILING

I, Alisha Piper, on December 1st, 2023

Mailed 61 copies of Notice of Public Hearing

for COZ-2023-0010 at 6311 W. Clearwater Ave.

to Properties within a 300' radius

as shown on the attached list.

Alisha Piper

Signature



37 AP PROPERTIES LLC 725 N 26TH AVE PASCO, WA 99301	37 ARNOLD ELIAS L & CHANTELL PO BOX 6539 KENNEWICK, WA 99336	37 ATKINSON TAYLOR 6416 W 10TH AVE KENNEWICK, WA 99336
37 BNSF RAILWAY COMPANY ATTN: ALAN ANNIS PO BOX 961089 FORT WORTH, TX 76161-0089	37 BOECKMAN JEFFREY R & DENISE C 121 N MCKINLEY KENNEWICK, WA 99336	37 BROWN JESSICA 6510 W KENNEWICK CT KENNEWICK, WA 99336
37 BRUCE AMMON & MELANIE 6 S MCKINLEY ST KENNEWICK, WA 99336	37 CLARK JAMESON M & JENNIFER R 6855 W CLEARWATER AVE STE A101-130 KENNEWICK, WA 99336	37 COATES CHRIS S & DEBORAH L 6507 W KENNEWICK CT KENNEWICK, WA 99336-6701
37 COCKERAM JANICE ELAINE 6301 W 1ST AVE KENNEWICK, WA 99336-1872	37 DAFAIE MUSTAFA 313 S WILLIAMS ST KENNEWICK, WA 99336	37 DIZMANG NEAL S & JANESEA R 193 S OSBORNE ST KENNEWICK, WA 99336
37 DOUBRAVA RICHARD F & JOY M 6502 W KENNEWICK CT KENNEWICK, WA 99336	37 FEE M GRACE 6505 W KENNEWICK CT KENNEWICK, WA 99336	37 FINGER TERRAL 6203 W CLEARWATER AVE KENNEWICK, WA 99336-1842
37 FINGER TERRAL G & VICKI F 6203 W CLEARWATER AVE KENNEWICK, WA 99336-1842	37 G & C RAWLINGS LLC 6250 W CLEARWATER AVE STE 201 KENNEWICK, WA 99336	37 GARVIN JR MICHAEL R & KRISTIE L 6500 W KENNEWICK CT KENNEWICK, WA 99336
37 GODINEZ VALENCIA CRISTIAN J 7704 W CLEARWATER AVE KENNEWICK, WA 99337	37 GOIRI PATRICIA K 807 S YOUNG PL KENNEWICK, WA 99336	37 GONZALEZ JOSE LUIS 4408 JANET RD PASCO, WA 99301
37 HAMBROOK TRUSTEE LORI J 8270 GLENWICK DR. WAXAHACHIE, TX 75167	37 HANSON ERIK R & KRISTINA L 6302 W 1ST AVE KENNEWICK, WA 99336	37 HARRIS RAY L & MARY ELLEN 6508 W FIRST AVE KENNEWICK, WA 99336
37 HUFFAKER MITCHELL & LISA 3414 FM1821 MINERAL WELLS, TX 76067	37 JACKSON ROBERT J & DONNA F 309 CATSKILL ST RICHLAND, WA 99354-2001	37 JLA INVESTMENTS LLC 15308 E RIDGEVIEW LN KENNEWICK, WA 99338
37 JMR LLC 2141 SUNNYSIDE MABTON RD SUNNYSIDE, WA 98944	37 JOHNSON ALEXA K 107 W 48TH AVE KENNEWICK, WA 99337	37 KINTER RENTALS LLC PO BOX 577 SUNNYSIDE, WA 98944

37 LAIC INC 6515 W CLEARWATER AVE #214 KENNEWICK, WA 99336	37 LEE MAPLE L 7 N MCKINLEY #B KENNEWICK, WA 99336	37 LIU TAO & WU YUXIA 507 SUMMERVIEW LN RICHLAND, WA 99352
37 LOWE TYLER J & YOLANDA M 171 S OSBORNE ST KENNEWICK, WA 99336	37 MARTIN BARRY 6508 W KENNEWICK CT KENNEWICK, WA 99336	37 MASON THERESA ELLEN 17 S MCKINLEY ST KENNEWICK, WA 99336-1707
37 MAY FONG BOLEFAHR JUSTIN A & MAY JULIA L 6501 W KENNEWICK CT KENNEWICK, WA 99338	37 MCMAHGAN ASSOCIATES LLC 416 S WILSON ST KENNEWICK, WA 99336	37 MOZQUEDA NIETO JOSE ARTURO & MOZQUEDA SANDRA 126 S OSBORNE ST KENNEWICK, WA 99336
37 NEEL WILLIAM R & NEEL DORIS E & NEEL SCOTT W 615 S JEFFERSON ST KENNEWICK, WA 99336-9364	37 NELSON CALVIN & MARGARET 102 S PENN STREET KENNEWICK, WA 99336	37 NEMECIO MARCOS HERNANDEZ 400 E 14TH ST UNIT 27A BENTON CITY, WA 99320
37 NORTHWEST CASH FLOW LLC 1420 S ROOSEVELT ST KENNEWICK, WA 99338	37 NORTHWEST PACIFIC DEVELOPMENT LLC PO BOX 1964 WENATCHEE, WA 98870	37 PENNINGTON JUDI M 192 S OSBORNE ST KENNEWICK, WA 99336
37 POWELL CHRISTOPHER J & DANI'EL SHALOM 1524 S JEFFERSON PL KENNEWICK, WA 99338	37 REIDT MICHAEL PAUL C/O TEMPLETON'S MARKET 6205 W CLEARWATER AVE KENNEWICK, WA 99336	37 ROMERO TATIANA C 6511 W KENNEWICK CT KENNEWICK, WA 99336-6701
37 SARRAZIN ANDREW A & MINDY L 116 S MCKINLEY PL KENNEWICK, WA 99336	37 SMEDSRUD ERIC WESLEY & HANNAH ROSE 107 S PENN ST KENNEWICK, WA 99336	37 STOREY CONNIE 148 S OSBORNE ST KENNEWICK, WA 99336
37 STORY JR BETTY A & JOEL G 6351 W 1ST AVE KENNEWICK, WA 99336	37 SWANBY RONALD J & CHRISTINA 251 MATA RD KENNEWICK, WA 99338	37 THIELEMANN WILFRED H 3507 S MCKINLEY ST KENNEWICK, WA 99338
37 TRAN NGOC HUONG THI 6506 W KENNEWICK CT KENNEWICK, WA 99336	37 TRL ENTERPRISES 1103 S JURUPA ST KENNEWICK, WA 99336	37 WEESE III JOHN T & KAREN L 6320 W CLEARWATER AVE KENNEWICK, WA 99336-1711
37 WHITE RONALD R 6217 W 1ST AVE KENNEWICK, WA 99336	37 WILLIAMS RICHARD D 2006 PENNY ROYAL AVE RICHLAND, WA 99352	37 WINGET SHAWN M & DIANE K 6504 W KENNEWICK CT KENNEWICK, WA 99336

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ZUNIGA MARTHA
6503 W KENNEWICK CT
KENNEWICK, WA 99336

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KENNEWICK PLANNING COMMISSION**NOTICE OF PUBLIC HEARING**

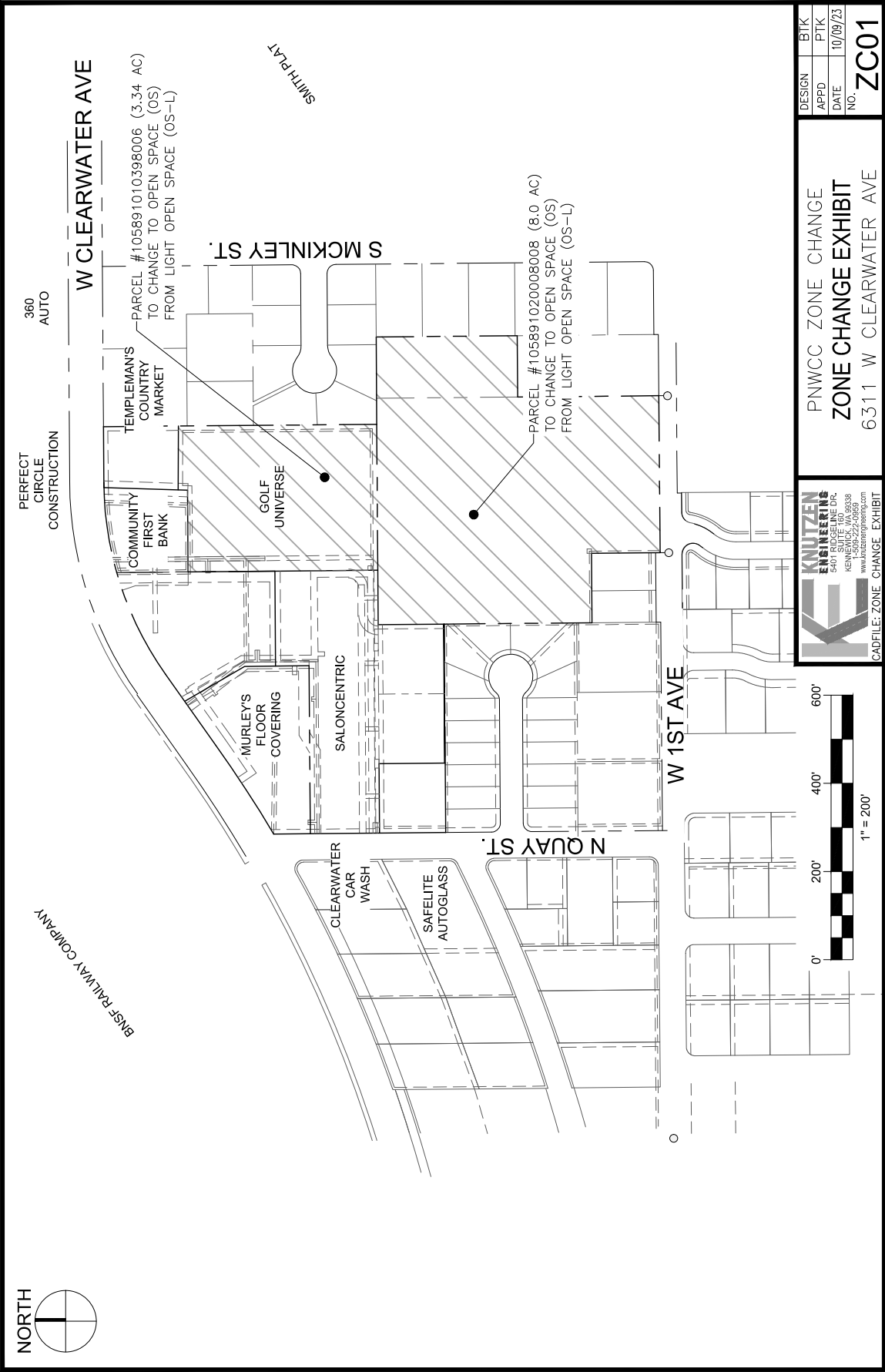
December 18, 2023 6:30 p.m.

The Kennewick Planning Commission will hold a Public Hearing on Monday, December 18, 2023, at City Hall Council Chambers, 210 West 6th Avenue, at 6:30 p.m. or as soon as possible thereafter, to receive public comment on a proposed Change of Zone. Staff will be presenting their analysis and the Planning Commission will make a recommendation to the City Council on the item. The public hearing will be conducted in a hybrid setting which will allow interested parties to participate in person or virtually. To participate virtually in the hearing, use the link found at <https://www.go2kennewick.com/598/Planning-Commission>.

Permit# COZ-2023-0010 – A Change of Zone for a 3.34-acre parcel and an 8-acre parcel, located at 6311 W. Clearwater Ave., from Open Space- Limited (OS-L) to Open Space (OS). The site has Open Space comprehensive plan land use designation.

Submit written comments to Alisha Piper at alisha.piper@ci.kennewick.wa.us or mail to PO Box 6108, Kennewick, WA 99336. For questions about this project, please call Alisha Piper (509) 585-4463.

The City of Kennewick welcomes full participation in public meetings by all citizens. No qualified individual with a disability shall be excluded or denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at this public meeting, please contact Alisha Piper at (509) 585-4463 or through the Washington Relay Service Center TTY by dialing 711, at least ten days prior to the date of the meeting to make arrangements for special needs.





DETERMINATION OF NON-SIGNIFICANCE

FILE/PROJECT NUMBER: ED-2023-0033

DESCRIPTION OF PROPOSAL: Rezone of a 3.34-acre parcel and an 8-acre parcel, from Open Space, Limited (OS-L) to Open Space (OS).

PROPONENT: Knutzen Engineering, Paul Knutzen

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: 6311 W. Clearwater Ave.

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

- ☒ There is no comment period for this DNS.
- ☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.
- ☐ This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by ___. After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Anthony Muai, AICP

POSITION/TITLE: Community Planning Director

ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336

PHONE: (509) 585-4386

- ☐ Changes, modifications and /or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

- ☒ No conditions.
- ☐ See attached condition(s).

Date: November 28, 2023

Signature: _____

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.

Copies of this DNS were emailed to Benton Clean Air Authority, Confederated Tribes of Umatilla Indian Reservation, Department of Ecology SEPA Register, Department of Fish & Wildlife, Department of Natural Resources, Washington State Department of Transportation.

Alisha Piper

From: Alisha Piper
Sent: Monday, December 4, 2023 3:09 PM
To: 'Melanie Wagner'
Subject: RE: Coz-2023-0010 reasoning 6311 Clearwater ave

Ms. Wagner,

Thank you for reaching out for answers to your questions. The change of zone was requested because Open Space, Limited (OS-L), was specifically created to allow the mini-golf and golf range. The Open Space (OS) zoning is to offer areas for those types of activities which require open space- such as critical areas, schools, parks, other outdoor recreation, and similar compatible uses. This change of zone request, only drops the "limited" designation, whereby allowing the development of the other Open Space uses I just mentioned.

The applicant has had preliminary discussion with the city to use the existing structure for a private college. This would only be upgrading the existing building for now, but likely adding buildings in the future. The mini-golf would stay as part of the college. I believe they hope to have classes (in the existing building) by Fall of 2024.

This change of zone does not affect the current easement you have in your backyard, and any new development should not either. The water, sewer, power, design standards, etc. are all addressed at the time an actual site plan is submitted to the City. The change of zone has to be approved before a site plan can be approved.

Please let me know if you have any further questions.

Sincerely,

Alisha Piper
 Community Planning/Planner
 City of Kennewick
 509.585.4463
alisha.piper@ci.kennewick.wa.us

-----Original Message-----

From: Melanie Wagner <melanannie@yahoo.com>
 Sent: Sunday, December 3, 2023 7:10 PM
 To: Alisha Piper <Alisha.Piper@ci.kennewick.wa.us>
 Subject: Coz-2023-0010 reasoning 6311 Clearwater ave

Hi we received our letter inviting us to the Kennewick planning commission for the reasoning of 6311 Clearwater ave. We are seeking answers as to what will be built in place of Golf Universe, driving range and empty lot? The height of this new structure? How long this new project is project to take? How will this affect our current power grid, sewer, water and noise? We currently have an easement in our backyard and cannot put

any permanent structure the last 15 ft of our yard. Will we possibly be affected more than others on our street? Sorry lots of questions and probably have more when we know what will be built. Thanks for all help!

6 s McKinley

-Melanie Bruce Sent from my iPhone

Public Comments on COZ-2023-0010

On 12/5/23, I received a phone call from Joel Story, 509-572-5287, property owner at 6351 W. 1st Ave., in Kennewick. He received a notice of the Public Hearing that was mailed to the surrounding property owners.

He had general questions regarding the rezone, but his main concern was if it was going to be developed into housing. I explained that the Open Space zoning cannot be used for residential development.

Planning Commission Action Summary

COZ-2023-0010 (OS-L to OS)

The Kennewick Planning Commission conducted a hybrid in-person/virtual public hearing on December 18, 2023. All interested parties were notified to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, Commissioner Helgeson moved that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2023-0010 and recommend to City Council approval of the proposed Change of Zone.

Findings:

1. The applicant is Knutzen Engineering, 5401 Ridgeline Dr. #160, Kennewick, WA 99338.
2. The property owner is LAIC, Inc., 6515 W. Clearwater Ave. #212, Kennewick, WA 99336.
3. The proposed change of zone is located at 6311 W. Clearwater Avenue. Parcel Numbers 1-0589-101-0398-006 and 1-0589-102-0008-008.
4. The City's Comprehensive Plan Land Use Designation for the subject property is Open Space.
5. The request is to change the zoning from Open Space, Limited (OS-L) to Open Space (OS).
6. The Open Space, Limited zoning district, is an implementing zone of the Open Space Comprehensive Plan Land Use Map Designation.
7. On October 30, 2023, the application was submitted, and declared complete for processing on November 3, 2023.
8. The application was routed for review to City Departments and outside agencies for comment on November 3, 2023.
9. Access to the site is via W. Clearwater Avenue.
10. The Environmental Determination of Non-Significance (ED-2023-0033) was issued on November 28, 2023.
11. The Property Posting sign for the public hearing was posted on site December 1, 2023.
12. Notice of the public hearing for this application was published in the Tri-City Herald on December 3, 2023. Notices were also mailed to property owners within 300 feet of the site on December 1, 2023.
13. The proposed amendment is consistent with the Comprehensive Plan.
14. The proposed amendment promotes the public necessity, convenience and general welfare.
15. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
16. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of Open Space.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will result in the promotion of public necessity, convenience and/or general welfare.
4. The proposed Change of Zone complies with KMC 18.51.070(2).

The motion was seconded by Commissioner Gregory. The motion passed unanimously, with Commissioners Helgeson, Gregory, Franklin, Hempstead, Griffith, and Chairman Morris all in favor.

City Council Meeting

CHANGE of ZONE COZ-2023-0010

JANUARY 16, 2024



Application Summary

Applicant: Knutzen Engineering

Owner(s): LAIC, Inc.

Proposal: Rezone a 3.4-acre and an 8-acre lot, from Open Space, Limited (OS-L) to Open Space (OS).

Comprehensive Plan Designation: Open Space

Location: 6311 W. Clearwater Ave.

Vicinity Map



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Zoning Map



Property History

The parcel was rezoned from Residential, Suburban (RS) and Commercial, Community (CC) to Open Space, Limited (OS-L) in 1991, COZ 91-01, Ordinance 3297, to allow for the development of the golf driving range.

Permitted Uses

Open Space, Limited-

Allows for the development of a golf driving range and uses appurtenant thereto and no other use.

Open Space-

Allows for those types of activities which require open space such as critical area environments, schools, parks, other outdoor recreation, and similar compatible uses.

The owner intends to remodel the existing building and develop the remaining property for use as a private college campus, allowable under the OS zone.

Change of Zone Findings

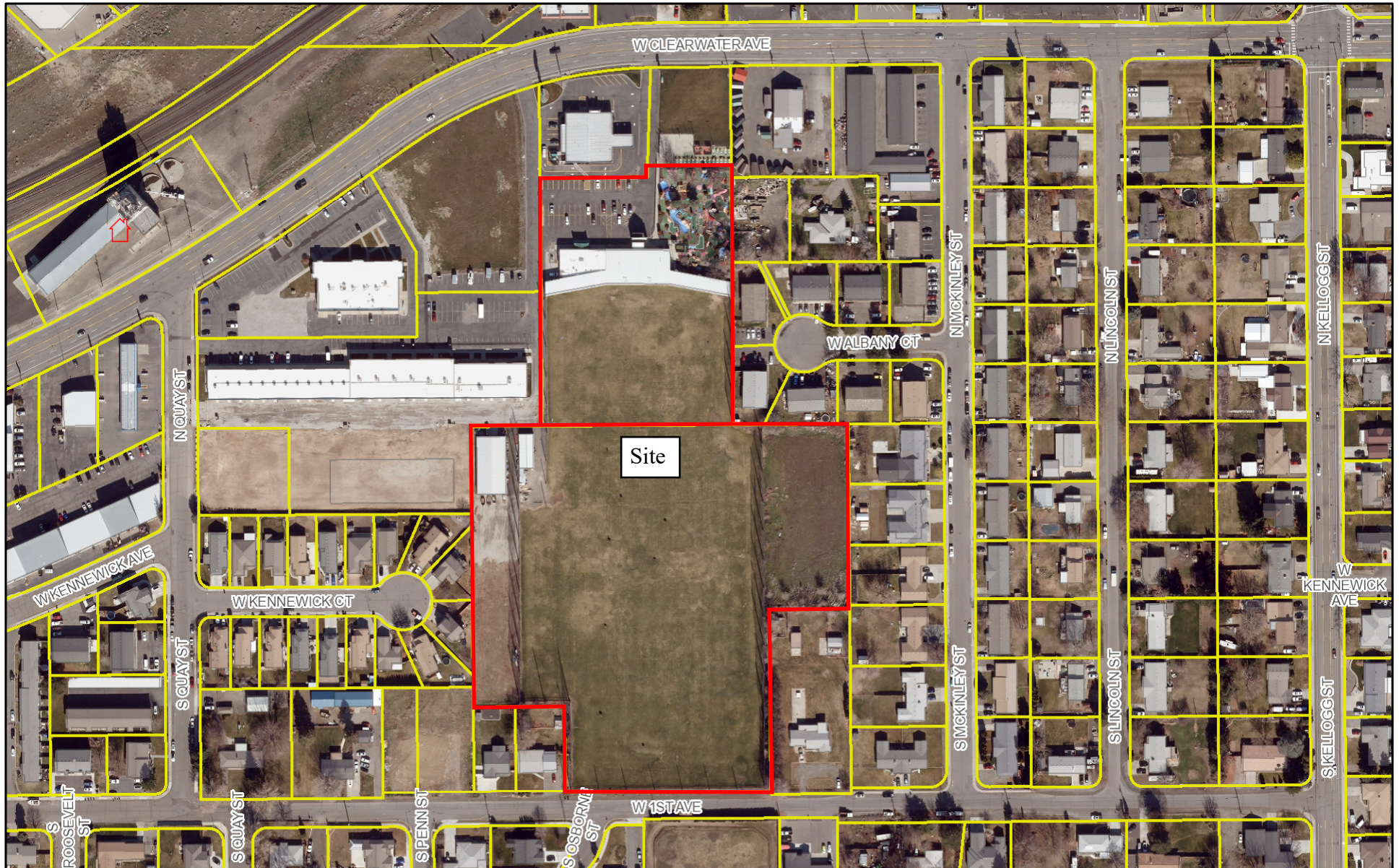
KMC 18.51.070(2)

- (a) The proposed amendment conforms with the comprehensive plan.
- (b) Promotes the public necessity, convenience and general welfare.
- (c) The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands which are deemed unacceptable by the City.
- (d) The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.
- (e) Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.

Recommendation

The Planning Commission recommends City Council concur with the Findings and Conclusions contained within staff report COZ-2023-0010 and approve the Change of Zone.

Vicinity Map



December 5, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

StreetName
SurveyAddressPoint
 ● <all other values>

Apartment
 Building
 Condo

Mobile Home
 Parcel

SurveyCityLimits
 SV_CI_KENNEWICK_10
 SV_CI_RICHLAND_10

SV_CI_COUNTY_1



1 inch = 240 feet
 0 0.0225 0.045 0.09 mi
 0 0.035 0.07 0.14 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Council Agenda Coversheet	Agenda Item Number: 5.c. Agenda Item Type: Ordinance Subject: Ordinance 24-6047: Adding Section 13.40.170 to the Kennewick Municipal Code Regarding Traffic Calming, Final Approval Authorization Department: Public Works Ord/Reso # 24-6047 Contract # Project # Permit #	Council Date: 1/16/2024 Category: Ordinance/Reso
		
<u>Recommendation</u> Staff recommends adoption of Ordinance 24-6047. <u>Motion for Consideration</u> Motion to adopt Ordinance 24-6047. <u>Summary</u> Ordinance 24-6047 adds Section 13.40.170 to Kennewick Municipal Code Chapter 13. If adopted, the section will authorize the Public Works Director to approve or deny traffic-calming device permits. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 24-6047

AN ORDINANCE RELATING TO NEIGHBORHOOD TRAFFIC CALMING
AND ADDING A NEW SECTION 13.40.170 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 13.40.170 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

CHAPTER 13.40 - NEIGHBORHOOD TRAFFIC CALMING

13.40.010: Purpose and Need.

Neighborhood traffic calming is a program that may be beneficial in reducing some of the negative impacts that traffic can have on residential neighborhoods. The protection of neighborhood environments and quality of life depends in large part on the proper usage of local residential streets. The primary function of local residential and neighborhood collector streets is to provide access to the residential properties that abut them. Issues can arise when large proportions of vehicles traveling through the neighborhood are speeding, or where there are a substantial number of vehicles from outside the neighborhood that cut-through the area as a shortcut to somewhere else. Some neighborhoods in Kennewick experience one or both of these concerns to some degree. Independently, or in combination, non-local traffic volumes and excessive vehicular speed may result in safety, noise, air quality, and visual impacts that detract from neighborhood quality of life. In combating these issues, it is important to balance the neighborhood desire of reducing the number of vehicles and/or vehicle speeds without degrading the response time of emergency vehicles below acceptable levels.

Traffic calming is defined as the combination of measures or devices that reduce the potentially harmful effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized local street users. Traffic calming measures include vertical changes in the street surface (e.g., speed humps, speed tables), lateral changes in the street (e.g., traffic circles or chicanes), constrictions (e.g., chokers), and other methods such as turn restrictions, gateway features, and landscaping. The neighborhood traffic calming program is intended to establish a comprehensive approach to protecting Kennewick neighborhoods through the management and control of traffic on local residential streets.

13.40.020: Objectives.

The intent of the Neighborhood Traffic Calming is to protect neighborhoods and quality of life through traffic management and control strategies. The goals are:

- (1) Improving neighborhood livability by mitigating the impact of vehicular traffic in residential neighborhoods.
- (2) Promotion of safe and pleasant conditions for motorists, bicyclists, pedestrians, and residents on neighborhood streets.
- (3) Encouraging citizen involvement and effort in neighborhood traffic management activities.
- (4) Making efficient use of resources by prioritizing traffic management requests.
- (5) Supporting the City's Comprehensive Plan policy that livability and safety of new and established residential neighborhoods be protected in transportation operations.
- (6) Maintain reasonable access for transit, emergency, and service vehicles.

13.40.030: Impacts of Traffic Calming Devices.

Before a neighborhood considers pursuing physical traffic calming options, it is important that the impacts be carefully considered. While traffic calming measures can be successful, they can also result in problems more significant than the original concern. In most instances, the benefits are quite obvious and predictable while the disadvantages can be unforeseen. Consequently, emphasis needs to be placed on the potential problems so that decisions can be made in a more fully informed manner.

Physical actions such as the installation of speed humps, traffic circles, street closures, etc. are almost always successful in forcing drivers to behave in an intended fashion. In certain situations, devices can achieve the desired result by utilizing a one-time capital expenditure and generally low ongoing maintenance costs.

13.40.040: Effect on Emergency Vehicle Response Times.

Any traffic calming device that might be effective because it physically controls traffic generally has a negative impact on several classes of emergency vehicles. The City, as well as its residents and businesses, place a priority on minimizing emergency response times. Installation of most physical traffic calming devices can reduce emergency response time. This is especially true for fire apparatus and ambulances. Because of the longer wheelbase and heavy weight of fire engines, and the delicate instruments and patients within ambulances, these vehicles must come to nearly a stop when they encounter a bump, dip, or sharp curve. Creating bumps, dips, and sharp curves is often precisely the objective being sought by many of the traffic calming devices. While use of these devices will cause moderate discomfort and delay for normal passenger

vehicles, they cause a much greater problem for emergency response vehicles. Studies show the following average range of delays to emergency vehicles for certain types of devices:

TYPE OF DEVICE	AMBULANCES	FIRE TRUCKS
Each Speed Hump	2.3 to 9.7 seconds	3 to 5 seconds
Each Traffic Circle	Not Available	1.3 to 10.7 seconds

The Kennewick Fire Department is concerned about the affect these devices have on response times. The Fire Department shall review all proposed physical traffic calming measures and have the authority to veto use of any of the devices on local residential or neighborhood collector access streets.

13.40.050: Traffic Diversion.

In some instances, implementing traffic calming devices would move the problem rather than solve the problem. In others, placing impediments on a particular residential street may merely divert some or all of the offending traffic to other neighborhood streets.

13.40.060: Impacts to Transit and Utility Vehicles.

Some of the traffic calming measures could potentially have severe impacts on Ben-Franklin Transit and Kennewick School District bus routes, and on utility vehicles, such as refuse or local delivery trucks. Providers of these services should be consulted whenever neighborhoods select physical traffic calming devices.

13.40.070: Considerations for Other Roadway Users.

Physical traffic calming devices may have unintended adverse safety impacts on certain roadway users. They may result in worsening the situation for a range of roadway users such as bicyclists, roller skaters, skate boarders, joggers, pedestrians, and parked cars.

13.40.080: Noise and Vibration Impacts.

The noise impact to adjacent residents resulting from vehicles braking, going over and around physical traffic calming devices can have a major impact on the acceptability of these devices by residents living closest to them. The unanimous support of residents living immediately adjacent to locations where physical changes are proposed will be essential to the success of any project.

13.40.090: Loss of Parking.

It may be necessary to prohibit on-street parking in the immediate vicinity of the intersection or in the surrounding area of a device installed mid-block on the street in order to accommodate the realigned vehicle path.

13.40.100: Liability Exposure Implications.

Increased liability exposure may stem from two general categories of adverse impacts.

- (1) Delay to emergency vehicle response times could result in a civil action by an injured party from allegations that the emergency vehicle response was delayed by traffic calming devices.
- (2) Traffic calming devices themselves might result in damage or injury if a traffic calming device were not properly designed or installed, or those without appropriate signing or pavement markings. There is also potential liability from properly designed and installed traffic calming devices if the device itself causes erratic driver behavior that results in damage to persons or property.

13.40.110: Visual Impacts and Aesthetic Concerns.

While some traffic calming devices can have favorable aesthetic impacts, others can, by their nature, be unsightly. Devices such as speed humps or tables and diverters most often pose no opportunity for the incorporation of aesthetics and can have negative visual impacts. Many physical traffic calming device actions require reflective devices, signs, and striping, which may negatively affect the aesthetics of a neighborhood.

13.40.120: Increased Maintenance Costs.

Street maintenance costs will increase in two areas.

- (1) Optional landscaping associated with such devices as traffic circles, chokers and slow points will require regular maintenance. Landscaping will only be considered on a project where the additional costs for irrigation, plantings, etc. are provided by the neighborhood as part of the construction of the device and a license agreement is entered into by the neighborhood to maintain the landscaping.
- (2) Some devices, such as speed humps or tables, will have to be reinstalled each time a local street is overlaid and included into the cost of the overlay project.

13.40.130: Proposed Neighborhood Traffic Management Process.

Traffic calming techniques work best when incorporated into a "traffic calming" or "neighborhood traffic management program." Successful programs include the planning process, overall community participation and City support. Because residents are the main initiators of traffic calming requests, they are an integral part of the process. By the neighborhood developing a program early on that addresses their traffic concerns on an area-wide basis, it encourages citizens to become actively involved in the improvement process. In this way, the City and the neighborhood can work together to create more livable neighborhoods.

13.40.140: Eligibility.

- (1) Basic eligibility for potential use of physical traffic calming devices on local residential streets are:
 - (a) The street section must be a public, city street.
 - (b) The street must be either a local residential or in some cases neighborhood collector street.
 - (c) Arterial and non-neighborhood collector routes are not eligible for physical traffic calming measures.
 - (d) Local residential or neighborhood collector streets considered vital for emergency response may be considered for devices that have less impact on emergency response. The Kennewick Fire and Police Departments will assist in the determination of emergency response routes and appropriate devices for use on these routes.
- (2) Assuming that a proposed location for a Neighborhood Traffic Calming project meets the above requirements, specific eligibility requirements for potential projects are as follows:
 - (a) The measured eighty-fifth (85th) percentile speed must exceed the posted or established speed by at least five miles per hour (5 mph).
 - (b) The average weekday daily traffic volume must be greater than five hundred (500) vehicles per day.
 - (c) Traffic patterns may change as a result of a neighborhood traffic project. The impact to adjoining streets and neighborhoods must be considered. The traffic calming measure should promote the routing of neighborhood through traffic to the adjacent arterial and collector classified streets, not to adjacent local residential streets.
 - (d) Selection of type, number, and location of devices must be carefully considered with respect to their impact on emergency services response times, particularly on neighborhood collector routes.
 - (e) Generally, physical traffic calming devices should not be installed on street segments with grades greater than eight percent (8%), or along horizontal curves with sight distances less than two hundred feet (200'), or adjacent to driveways. Drainage, location of utilities, available street lighting and other considerations may also limit the placement of certain traffic calming devices.

13.40.150: Procedures.

When a resident or neighborhood identifies a traffic issue the reason should be addressed by the Neighborhood Traffic Calming Program. The following process shall be followed:

- (1) A request for traffic calming is initiated when an individual or neighborhood submits a written request for a traffic calming project to the City Traffic Engineer. The specific traffic concern and area must be identified in the request.
- (2) Prior to use of any physical traffic calming devices, neighborhoods are encouraged to use education and the resources of the Kennewick Police Department. Frequently, when speeding is a problem, the offenders usually live in the neighborhood. It is recommended that the neighborhood set up a meeting with concerned residents in the area to develop a public information campaign which could include flyers, or a neighborhood speed watch with letters mailed to offenders. The Kennewick Police Department may be contacted for use of the speed trailer followed up by enforcement.
- (3) After receipt of a written request, the City's traffic engineering staff will meet with the requestor and explain the petition process and procedures for circulating the petition. The petition will need to be signed by property owners or residents within the neighborhood and impacted street area. Signatures from sixty percent (60%) of the project area residents and businesses are required to move the project forward. Each household and business is entitled to one (1) signature.
- (4) The initial petitioned area shall be defined by the City Traffic Engineer and will generally consist of all businesses and residences abutting (whether facing or not) the proposed project area and all street segments radiating out from the intersection or street segment in question and if it is the sole access, that may be influenced or adversely impacted by use of any traffic calming device. Based on the results of the petitioning, the City Traffic Engineer may choose to increase or reduce the size of the project area, or deny it altogether if there is a lack of support.
- (5) The neighborhood is responsible for providing the information and data required to determine if the area meets the minimum eligibility requirements of use of traffic calming devices. This information and data must be obtained by an independent source and be stamped/signed by a registered engineer in the State of Washington experienced in traffic engineering. As an alternative, should schedules permit, the neighborhood may request that the eligibility information and data be obtained by City staff. If City staff performs this task, the neighborhood shall be responsible for reimbursing all costs incurred by the City for this effort. The City shall provide an estimate of its costs to perform the initial traffic calming eligibility study. The neighborhood shall be responsible for

providing a down payment of eighty percent (80%) of the estimate to the City prior to the City performing any work. Unused portions of the down payment shall be reimbursable to the neighborhood; provided, that whenever the City's costs exceed the down payment required herein, the City shall not process the petition until such costs have been paid in full.

- (6) Presuming the local residential street meets the eligibility conditions for use of traffic calming measures, the petition meets the basic requirements, and the petition process yields a definable project area, the neighborhood may then proceed to have a follow-up engineering study done to help determine alternative traffic calming measures that may be appropriate for the local residential or neighborhood collector street. The follow-up study must be done by an independent professional engineer retained by the neighborhood. The follow-up study should include photographs of the site and develop a basic geometric inventory of the area, taking note of street widths, sidewalks, parking, driveway locations, utilities, drainage, traffic control, and street lighting. The City Traffic Engineer may recommend to have some or all of the tasks in this process precede the petition process.
- (7) The neighborhood is encouraged to gather additional data about the neighborhood area such as land uses, schools and parks, etc., to aid in the discussion about traffic calming options.
- (8) The neighborhood is encouraged to meet with representatives from Fire, Police, the City Engineer and Traffic Engineer offices, Ben-Franklin Transit, the Kennewick School District, and the various utility providers to discuss potential impacts of physical changes to the street prior to any traffic calming measure being considered by the neighborhood or the preferred alternative being submitted to the City for consideration. If requested, the City Traffic Engineer will try to set up a meeting with the above-referenced agencies and the neighborhood's representatives and its engineer.
- (9) The neighborhood should hold one (1) or more meetings with all the area residents and their engineer to define the alternative engineered solutions, including the type, location, and number of traffic calming devices desired, establishing neighborhood support of the preferred alternative, and developing the design. A description of the alternative traffic calming devices, including costs and potential positive and negative impacts for each, should be provided to all residents of the neighborhood. Alternative proposals should be developed in advance for the neighborhood to consider. Ideally, the type, size, and locations desired for the devices should be determined at this meeting so the petitioner/neighborhood can present the preferred alternative to the City for

consideration. Depending on scheduling, City staff could also attend to assist in these discussions.

- (10) All traffic calming measures must be planned, designed and installed in keeping with established and sound engineering and planning practices. A City permit shall be required for the installation of any traffic calming and control devices, including signs and/or markings needed to complete the project in compliance with municipal codes, standards and requirements.

13.40.160: Support Survey.

Upon submittal of the preferred traffic calming plan to the City Traffic Engineer by the neighborhood, the City shall send out one (1) ballot to each property within the approved area. The ballot response form shall include the option to abstain. In order to be counted as an abstention, the survey response form must be returned to the City with the desire to abstain clearly indicated. Ballots shall be sent by first class mail to all affected properties. Ballots must be returned to the City within thirty (30) days of their mailing to be considered. Ballots not received by the cut-off date shall be counted as having voted against the proposal. The project will proceed to the Traffic Safety Commission for approval and public hearing only if the ballot survey results indicate support from at least seventy-five percent (75%) of all the identified property owners, residents and business owners in the survey area. Where the property owner or resident has chosen to abstain, the property shall be deducted from the total number of properties prior to calculating the seventy-five percent (75%) requirement. If a project fails due to lack of support, a twelve (12)-month waiting period is required to restart the process. If successful, notice of the successful ballot will be mailed to the entire affected neighborhood with notice of the date when the proposed project will be reviewed by the Traffic Safety Commission at a public hearing.

13.40.170: Approvals.

Once a physical traffic calming device has received the necessary approval by seventy-five percent (75%) of the owners/residents within the target area, the use of the device shall be submitted to the Traffic Safety Commission for review and determination, and then to the Public Works Director, or his or her designee, for his or her approval or denial.

13.40.180: Traffic Safety Commission Review.

The Traffic Safety Commission will review proposed projects at its regularly scheduled meeting. At this time, citizens may provide public testimony in support or against the proposed project, either in person or in writing. If the Traffic Safety Commission members raise significant concerns about the project, the Commission may refer the project back to the neighborhood, recommend denial of the project, or recommend the installation of temporary traffic calming measures for a trial period. If a trial period is selected, it shall be for a minimum of two (2) months and a maximum of six (6) months. The neighborhood's engineering consultant will be responsible for collecting traffic data before and after the installation of the temporary

measures to evaluate their effectiveness. This information will be then be presented to the Traffic Safety Commission for its subsequent review and recommendation.

13.40.190: Funding of Studies and Traffic Calming Devices.

Due to budget limitations, the City of Kennewick has no funds budgeted to determine if traffic control measures are warranted, to conduct neighborhood meetings, or to design and provide traffic calming devices. All costs for the traffic professional engineering consultant, neighborhood meetings, the design, permitting, installation, construction and inspection of traffic control devices approved by the City, including those used as a trial basis, shall be the responsibility of the neighborhood property owners and residents within the petition area. Funding of the physical traffic calming devices, excluding trial devices, may be done by any of the following methods:

- (1) Local Improvement District (LID) – All homeowners within the project area are required to participate an equal amount in the project. Council hearing is required in order to form the LID. This offers another opportunity for public testimony.
- (2) Permit – The neighborhood creates a bank account where deposits can be made in support of the project. In this case, one (1) or more property owners or residents may share the cost.
- (3) Community Development Block Grant (CDBG) – Low-income areas would be eligible to submit a grant application in order to come up with all or a portion of the funding.
- (4) Other funding mechanisms may also be possible which would be proposed by the neighborhood, subject to the approval of the City.
- (5) Some projects may have the potential for landscaping. If included in the project, the responsibility for maintaining landscaping in conformance with City criteria on the physical traffic calming devices rests with the benefitted neighborhood and a license agreement with the City will be required. If the neighborhood fails to fulfill the responsibility, or the landscaping obstructs the view of traffic, becomes unsightly, or is otherwise potentially hazardous, then the Public Works Department shall have the authority to remove the landscaping and/or the traffic calming device with no reimbursement due to the neighborhood for any costs associated with installation or maintenance of the device.

13.40.200: New Development Mitigation.

Neighborhood traffic calming is intended to provide relief to established neighborhoods. For new development, the Public Works and Community Planning Departments will be involved in the review process and will look to ensure that proper design features are incorporated in order to reduce or prevent the need for future traffic calming projects in the new neighborhood. There will be instances where new development may be anticipated to have adverse traffic impacts on

adjacent neighborhood streets. In these cases the developer will be required to provide mitigation measures and/or a mitigation fee for potential traffic calming projects in the adjacent neighborhood to reduce their impacts to the existing residential local or neighborhood collector streets.

13.40.210: Device Construction and Time Limit.

Traffic calming devices shall be built to city standards and specifications or industry standards, in the case no city standard exists. All designs are subject to City review and approval and shall require a city permit. Construction shall be accomplished by a contractor approved to do construction work within the City. The traffic calming devices approved by the City must be completed within eighteen (18) months of the approval by the City Council. The Public Works Director may allow up to one (1) additional twelve (12)-month extension (for a total of thirty (30) months) if requested by the neighborhood and the neighborhood has made reasonable efforts to install the devices. If the approved traffic calming devices are not installed within the authorized time frame, then the agreement to install the same is null and void and the new petition process must be started.

13.40.220: Monitoring.

Installed projects may be monitored by the City to compare before and after statistics for speed, volume, and accidents. Unless the device is determined to be an immediate hazard by the City, any recommendations for modifications or removal of a project by the City based upon the City's review will normally be referred to the Traffic Safety Commission for consideration. However, the City retains its right to modify or remove any traffic calming device within the public right-of-way with or without prior notification and with or without cause. The neighborhood, or individual, or organization shall not be eligible for any compensation as the result of the City modifying or removing any traffic control measure or calming device.

13.40.230: Speed Hump and Table Design Criteria.

The following guidelines are to be considered for the installation of speed humps and tables. These guidelines are subject to review by the City Engineer and Traffic Engineer, who may modify these criteria in a particular situation to achieve the safe and effective application of the speed hump or table:

- (1) The street should have adequate existing drainage on each side to prevent ponding of water in the area of the speed hump or table.
- (2) The street should have curb and gutter or other barrier to prevent vehicles from going around the speed hump or table. If another barrier is used it must have prior approval of the City Engineer and Traffic Engineer.
- (3) An appropriate street location for the device shall be available. Appropriate distance from driveways, manholes, drain inlets, water valves, street monuments, fire hydrants, and other appurtenances shall be considered.

- (4) Devices shall be installed only where a minimum safe stopping sight distance for the established speed limit or two hundred feet (200'), whichever is greater, can be provided.
- (5) The affected street segment should be of an adequate length for a speed hump or table to be effectively installed. Typically, a minimum length of three to five hundred feet (300' – 500') is desirable.
- (6) The first speed hump or table in a series should be located in a position where it cannot be approached at high speed in either direction. To achieve this, the first hump or table should be located a minimum of two-hundred feet (200') from an intersection stop sign, or one-hundred feet (100') from an uncontrolled intersection. No speed hump or table shall be placed within five-hundred feet (500') of a traffic signal or roundabout (excluding mini-roundabouts or small neighborhood traffic circles).
- (7) Where possible, speed humps or tables should not be placed on vertical or horizontal curves, but on tangent stretches of roadway. However, in areas where placement on curves is unavoidable, proper horizontal and vertical sight distance shall be provided.
- (8) Speed humps or tables should be located at or near residential property lines and a minimum of five feet (5') from the beginning or end of any driveway.
- (9) Speed humps or tables should be located near existing streetlights, where practicable.
- (10) Speed humps or tables shall be accompanied by the appropriate advanced signage. Only one (1) sign in advance of the first speed hump or table in a series of speed humps or tables is normally required.
- (11) Speed humps or table should be accompanied by the appropriate pavement markings. If markings are required, the markings shall follow the guidelines provided in the Manual on Uniform Traffic Control Devices (MUTCD). The markings shall be plastic unless another material is approved by the City Traffic Engineer.
- (12) Spacing between speed humps or tables should be as even as possible to produce uniform speed along an entire street. Speed humps or tables in a series should be placed between three and five hundred feet (300' – 500') apart, which may vary depending on the length of the street segment where the devices are placed. Typically, speed humps or tables are placed farther apart on longer segments than shorter segments. Spacing should allow at least one (1) speed hump on each block.

13.40.240: Mini Traffic Circle or Roundabout Design Criteria.

The following guidelines are to be considered for the installation of mini traffic circle or mini-roundabout. These guidelines are subject to review by the City Engineer and Traffic Engineer, who may modify these criteria in a particular situation to achieve the safe and effective application of the mini traffic circle or mini-roundabout:

- (1) Intersection should be a minimum of fifty-five feet (55') diagonally across (both directions, measured from curb face).
- (2) Device should allow for a minimum sixteen-foot (16') wide travel lane for circulating traffic (measured from the curb face of the interior circle to the curb return).
- (3) Interior diameter of circle should be a minimum diameter of ten feet (10').
- (4) Mini traffic circles or mini-roundabouts should be installed with vertical or roll curb or other method approved by the City Engineer and Traffic Engineer.
- (5) An appropriate street location for the device shall be available. Appropriate distance from driveways, manholes, drain inlets, water valves, street monuments, fire hydrants, and other appurtenances shall be considered.
- (6) Devices shall be installed only where a minimum safe stopping sight distance for the posted or established speed limit for the street and the proper sight distance across the intersection can be provided.
- (7) Mini traffic circles or mini-roundabouts shall not be used in conjunction with stop signs at a given location. Yield signs may be used if determined appropriate by the City Traffic Engineer.
- (8) Marked crosswalk, if warranted, should be located a minimum of twelve feet (12') from the interior circle (measured from the curb face of the circle to the white stripe of the crosswalk).
- (9) Mini traffic circles or mini-roundabouts shall not be allowed where traffic queuing at a traffic signal, stop sign, railroad crossing, etc. could back up into the mini-circle or mini-roundabouts.

13.40.250: Removal.

At the request of the neighborhood, their traffic calming devices installed under this program may be considered for removal by the City when all of the following criteria are met:

- (1) A petition must be submitted signed by owners or residents representing at least sixty percent (60%) of the residents, properties, and business owners within the original neighborhood traffic management area.

- (2) Business, property owners, and residents within the affected area shall be sent a City prepared or approved ballot by first class mail. Sixty percent (60%) of the property in the affected area must vote affirmatively within thirty (30) days of the ballot mailing concurring with the removal of devices. Where the property owner or resident has chosen to abstain, the property shall be deducted from the total number of properties prior to calculating the sixty percent (60%) requirement.
- (3) The traffic calming devices will normally be removed by the City. If the devices are removed as requested by the neighborhood, then the neighborhood area will not be eligible for traffic calming program for a minimum of five (5) years following their removal unless restitution is made in full to the City for all its costs incurred in the removal of the devices.
- (4) The City retains its right to modify or remove any traffic calming device within the public right-of-way with or without prior notification and with or without cause.
- (5) The neighborhood, or any individual or organization shall not be eligible for any reimbursement of their costs as the result of the removal of any traffic control or traffic calming device by the City.

13.40.260: Other General Descriptions and Conditions.

- (1) Classified Streets: Specific streets in the City are generally classified as arterial, collector, and local streets. The hierarchy of classifications for arterial and collector streets within the City includes Principal Arterial, Minor Arterial, Major Collector, and Minor Collector. Typically, these classifications correspond to traffic volumes, lengths of roadway, and other geometric features of the street facility. Arterial and collector streets connect neighborhoods, link residential areas with commercial and business areas, and provide access to other cities, county, state, and federal roadways. Neighborhood traffic calming projects are normally not implemented on arterials or collector streets. However, some classified minor collector streets may be eligible for neighborhood traffic analysis if their current and twenty (20)-year projected traffic volumes is less than three thousand (3,000) vehicles per day, they are between one-third (1/3) and one (1) mile in length, are not an emergency route, and they have a minimum of seventy-five percent (75%) of residential frontage. Other traffic factors and conditions may also be analyzed to determine which classified streets might be considered for neighborhood traffic calming devices.
- (2) Local Residential Streets: Local streets are the minor, lower volume neighborhood streets linking residential land uses to the collector and arterial systems. They make up the majority of the City's street network and they serve local circulation needs for automobiles, bicycles, and pedestrians. They are

normally designed for less than fifteen hundred (1,500) vehicle per average weekday and lower speeds (twenty-five miles per hour (25 mph) or less). It is on these local residential streets that the neighborhood traffic projects would be considered.

- (3) Travel Speed: This is usually the most often discussed traffic issue on neighborhood streets. Unless otherwise posted, local streets have a speed limit of twenty-five miles per hour (25 mph), per state law. Factors considered when adjusting speed limits include adjacent land use and access, reported collision history, roadway geometry, traffic volumes, and prevailing speeds. When a speed limit change is recommended, staff submits the proposal to the City Council for approval or includes the information as one of possibly several traffic issues considered in a neighborhood traffic calming project.
- (4) Volume: This refers to the actual number of vehicles that cross a section of roadway during a specific time period on a typical day. Data is usually gathered for twenty-four (24) hours on a weekday and the total volume represents the sum of traffic in both directions. This is also an analysis factor in a neighborhood's eligibility for use of traffic calming devices.
- (5) Collision History: Reported traffic collisions are analyzed on a roadway segment and/or at specific intersections in a neighborhood. Many collisions at low volume residential streets or intersections are of a random nature, and one (1) or two (2) collisions annually are often normal. However, for local streets or intersections, City staff looks for a crash pattern as this may be indicative of problems at or near a specific location that may be reduced or eliminated by traffic control devices or a neighborhood traffic calming project. A collision pattern on a local street or intersection has, at a minimum, three (3) or more similar type reported collisions at a location during the most recent twelve (12)-month period for which data is available.

13.40.270: Traffic Calming Toolbox - Preferred Physical Traffic Calming Devices.

	Traffic Management Option	Speed Reduction	Volume Reduction/ Traffic Diversion	Noise Pollution	Loss of On-Street Parking	Access Restriction	Bus Route And Emergency Vehicle Impacts	Increase In Street Maintenance	Installation Cost
Preferred Physical Traffic Calming Devices	Speed Humps	Yes	Possible	Increase	Possible	None	Yes	Yes ⁽¹⁾	\$3,000 to \$5,000 each
	Traffic Circles	Yes	Possible	Possible	Yes	None	Some Constraint	Yes	\$6,000 to \$25,000 each
	Speed Table	Yes	Possible	Increase	Possible	None	Yes	Yes ⁽¹⁾	\$8,000 to \$15,000
	Chokers	Yes	Possible	No Change	Yes	None	Some Constraint	No	\$5,000 to \$15,000
	Turning Restrictions	Possible	Yes	Decrease	None	Yes	Yes	Yes	\$1,000 to \$10,000

⁽¹⁾ Speed humps and tables have to be reinstalled each time a street is resurfaced.

13.40.280: Traffic Calming Toolbox - Alternate Physical Traffic Calming Devices.

	Traffic Management Option	Speed Reduction	Volume Reduction/ Traffic Diversion	Noise Pollution	Loss of On Street Parking	Access Restriction	Bus Route And Emergency Vehicle Impacts	Increase In Street Maintenance	Installation Cost
Alternate Physical Traffic Calming Devices	Placing radar warning signs	Possible	No	No Change	Possible	None	None	No	\$5,000 to \$10,000
	Median Barrier	Possible	Yes	No Change	Possible	Right Turn Only	Yes	No	\$10,000 to \$25,000/100 ft.
	Gateways (Entry Island) or Textured Pavement	Yes	Yes	Possible	None	Possible	None	No	\$5,000 to \$30,000
	Neckdown or Curb Extension	Possible	Possible	No	Yes	None	Possible	Yes	\$10,000 to \$30,000
	Curvilinear Street (Chicane)	Yes	Possible	Increase Possible	Yes	None	Possible	Possible	\$50,000 to \$75,000

Alternate Physical Traffic Calming Devices	Realigned Intersection	Yes	Yes	No	Yes	No	Yes	Possible	\$10,000 to \$20,000
	Restricted Movement/ Partial Closures	Possible	Yes	Decrease	Possible	Yes	Yes	No	\$7,500 to \$30,000
	Diagonal Diverter	Yes	Yes	Decrease	Possible	Yes	Yes	No	\$6,000 to \$25,000
	Mid-Block Street Closures	Yes	Yes	Decrease	Possible	Yes	Yes	Yes	\$50,000 to \$200,000

(Ord. 24-6047 Sec. 1, 2024; Ord. 6044 Sec. 1, 2023)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of January, 2024, and signed in authentication of its passage this 16th day of January, 2024.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

ORDINANCE NO. 24-6047 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024.

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 24-6047

AN ORDINANCE RELATING TO NEIGHBORHOOD TRAFFIC CALMING
AND ADDING A NEW SECTION 13.40.170 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 13.40.170 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

CHAPTER 13.40 - NEIGHBORHOOD TRAFFIC CALMING

13.40.010: Purpose and Need.

Neighborhood traffic calming is a program that may be beneficial in reducing some of the negative impacts that traffic can have on residential neighborhoods. The protection of neighborhood environments and quality of life depends in large part on the proper usage of local residential streets. The primary function of local residential and neighborhood collector streets is to provide access to the residential properties that abuts them. Issues can arise when large proportions of vehicles traveling through the neighborhood are speeding, or where there are a substantial number of vehicles from outside the neighborhood that cut-through the area as a shortcut to somewhere else. Some neighborhoods in Kennewick experience one or both of these concerns to some degree. Independently, or in combination, non-local traffic volumes and excessive vehicular speed may result in safety, noise, air quality, and visual impacts that detract from neighborhood quality of life. In combating these issues, it is important to balance the neighborhood desire of reducing the number of vehicles and/or vehicle speeds without degrading the response time of emergency vehicles below acceptable levels.

Traffic calming is defined as the combination of measures or devices that reduce the potentially harmful effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized local street users. Traffic calming measures include vertical changes in the street surface (e.g., speed humps, speed tables), lateral changes in the street (e.g., traffic circles or chicanes), constrictions (e.g., chokers), and other methods such as turn restrictions, gateway features, and landscaping. The neighborhood traffic calming program is intended to establish a comprehensive approach to protecting Kennewick neighborhoods through the management and control of traffic on local residential streets.

13.40.020: Objectives.

The intent of the Neighborhood Traffic Calming is to protect neighborhoods and quality of life through traffic management and control strategies. The goals are:

- (1) Improving neighborhood livability by mitigating the impact of vehicular traffic in residential neighborhoods.
- (2) Promotion of safe and pleasant conditions for motorists, bicyclists, pedestrians, and residents on neighborhood streets.
- (3) Encouraging citizen involvement and effort in neighborhood traffic management activities.
- (4) Making efficient use of resources by prioritizing traffic management requests.
- (5) Supporting the City's Comprehensive Plan policy that livability and safety of new and established residential neighborhoods be protected in transportation operations.
- (6) Maintain reasonable access for transit, emergency, and service vehicles.

13.40.030: Impacts of Traffic Calming Devices.

Before a neighborhood considers pursuing physical traffic calming options, it is important that the impacts be carefully considered. While traffic calming measures can be successful, they can also result in problems more significant than the original concern. In most instances, the benefits are quite obvious and predictable while the disadvantages can be unforeseen. Consequently, emphasis needs to be placed on the potential problems so that decisions can be made in a more fully informed manner.

Physical actions such as the installation of speed humps, traffic circles, street closures, etc. are almost always successful in forcing drivers to behave in an intended fashion. In certain situations, devices can achieve the desired result by utilizing a one-time capital expenditure and generally low ongoing maintenance costs.

13.40.040: Effect on Emergency Vehicles Response Times.

Any traffic calming device that might be effective because it physically controls traffic generally has a negative impact on several classes of emergency vehicles. The City, as well as its residents and businesses, place a priority on minimizing emergency response times. Installation of most physical traffic calming devices can reduce emergency response time. This is especially true for fire apparatus and ambulances. Because of the longer wheel-base and heavy weight of fire engines, and the delicate instruments and patients within ambulances, these vehicles must come to nearly a stop when they encounter a bump, dip, or sharp curve. Creating bumps, dips, and sharp curves is often precisely the objective being sought by many of the traffic calming devices. While use of these devices will cause moderate discomfort and delay for normal

passenger vehicles, they cause a much greater problem for emergency response vehicles. Studies show the following average range of delays to emergency vehicles for certain types of devices:

TYPE OF DEVICE	AMBULANCES	FIRE TRUCKS
Each Speed Hump	2.3 to 9.7 seconds	3 to 5 seconds
Each Traffic Circle	Not Available	1.3 to 10.7 seconds

The Kennewick Fire Department is concerned about the affect these devices have on response times. The Fire Department shall review all proposed physical traffic calming measures and have the authority to veto use of any of the devices on local residential or neighborhood collector access streets.

13.40.050: Traffic Diversion.

In some instances, implementing traffic calming devices would move the problem rather than solve the problem. In ~~some instances the others~~, placing ~~of~~ impediments on a particular residential street may merely divert some or all of the offending traffic to other neighborhood streets.

13.40.060: Impacts to Transit and Utility Vehicles.

Some of the traffic calming measures could potentially have severe impacts on Ben-Franklin Transit and Kennewick School District bus routes, and on utility vehicles, such as refuge or local delivery trucks. Providers of these services should be consulted whenever neighborhoods select physical traffic calming devices.

13.40.070: Considerations for Other Roadway Users.

Physical traffic calming devices may have unintended adverse safety impacts on certain roadway users. They may result in worsening the situation for a range of roadway users such as bicyclists, roller skaters, skate boarders, joggers, pedestrians, and parked cars.

13.40.080: Noise and Vibration Impacts.

The noise impact to adjacent residents resulting from vehicles braking, going over and around physical traffic calming devices can have a major impact on the acceptability of these devices by residents living closest to them. The unanimous support of residents living immediately adjacent to locations where physical changes are proposed will be essential to the success of any project.

13.40.090: Loss of Parking.

It may be necessary to prohibit on-street parking in the immediate vicinity of the intersection or in the surrounding area of a device installed mid-block on the street in order to accommodate the realigned vehicle path.

13.40.100: Liability Exposure Implications.

Increased liability exposure may stem from two general categories of adverse impacts.

- (1) Delay to emergency vehicle response times could result in a civil action by an injured party from allegations that the emergency vehicle response was delayed by traffic calming devices.
- (2) Traffic calming devices themselves might result in damage or injury if a traffic calming device were not properly designed or installed, or those without appropriate signing or pavement markings. There is also potential liability from properly designed and installed traffic calming devices if the device itself causes erratic driver behavior that results in damage to persons or property.

13.40.110: Visual Impacts and Aesthetic Concerns.

While some traffic calming devices can have favorable aesthetic impacts, others can, by their nature, be unsightly. Devices such as speed humps or tables and diverters most often pose no opportunity for the incorporation of aesthetics and can have negative visual impacts. Many physical traffic calming device actions require reflective devices, signs, and striping, which may negatively affect the aesthetics of a neighborhood.

13.40.120: Increased Maintenance Costs.

Street maintenance costs will increase in two areas.

- (1) Optional landscaping associated with such devices as traffic circles, chokers and slow points will require regular maintenance. Landscaping will only be considered on a project where the additional costs for irrigation, plantings, etc. are provided by the neighborhood as part of the construction of the device and a license agreement is entered into by the neighborhood to maintain the landscaping.
- (2) Some devices, such as speed humps or tables, will have to be reinstalled each time a local street is overlaid and included into the cost of the overlay project.

13.40.130: Proposed Neighborhood Traffic Management Process.

Traffic calming techniques work best when incorporated into a "traffic calming" or "neighborhood traffic management program." Successful programs include the planning process, overall community participation and City support. Because residents are the main initiators of traffic calming requests, they are an integral part of the process. By the neighborhood developing a program early on that addresses their traffic concerns on an area-wide basis, it encourages citizens to become actively involved in the improvement process. In this way, the City and the neighborhood can work together to create more livable neighborhoods.

13.40.140: Eligibility.

- (1) Basic eligibility for potential use of physical traffic calming devices on local residential streets are:
 - (a) The street section must be a public, city street.
 - (b) The street must be either a local residential or in some cases neighborhood collector street.
 - (c) Arterial and non-neighborhood collector routes are not eligible for physical traffic calming measures.
 - (d) Local residential or neighborhood collector streets considered vital for emergency response may be considered for devices that have less impact on emergency response. The Kennewick Fire and Police Departments will assist in the determination of emergency response routes and appropriate devices for use on these routes.
- (2) Assuming that a proposed location for a Neighborhood Traffic Calming project meets the above requirements, specific eligibility requirements for potential projects are as follows:
 - (a) The measured eighty-fifth (85th) percentile speed must exceed the posted or established speed by at least five miles per hour (5 mph).
 - (b) The average weekday daily traffic volume must be greater than five hundred (500) vehicles per day.
 - (c) Traffic patterns may change as a result of a neighborhood traffic project. The impact to adjoining streets and neighborhoods must be considered. The traffic calming measure should promote the routing of neighborhood through traffic to the adjacent arterial and collector classified streets, not to adjacent local residential streets.
 - (d) Selection of type, number, and location of devices must be carefully considered with respect to their impact on emergency services response times, particularly on neighborhood collector routes.
 - (e) Generally, physical traffic calming devices should not be installed on street segments with grades greater than eight percent (8%), or along horizontal curves with sight distances less than two hundred feet (200'), or adjacent to driveways. Drainage, location of utilities, available street lighting and other considerations may also limit the placement of certain traffic calming devices.

13.40.150: Procedures.

When a resident or neighborhood identifies a traffic issue the reason should be addressed by the Neighborhood Traffic Calming Program. The following process shall be followed:

- (1) A request for traffic calming is initiated when an individual or neighborhood submits a written request for a traffic calming project to the City's Traffic Engineer. The specific traffic concern and area must be identified in the request.
- (2) Prior to use of any physical traffic calming devices, neighborhoods are encouraged to use education and the resources of the Kennewick Police Department. Frequently, when speeding is a problem, the offenders usually live in the neighborhood. It is recommended that the neighborhood set up a meeting with concerned residents in the area to develop a public information campaign which could include flyers, or a neighborhood speed watch with letters mailed to offenders. The Kennewick Police Department may be contacted for use of the speed trailer followed up by enforcement.
- (3) After receipt of a written request, the City's traffic engineering staff will meet with the requestor and explain the petition process and procedures for circulating the petition. The petition will need to be signed by property owners or residents within the neighborhood and impacted street area. Signatures from sixty percent (60%) of the project area residents and businesses are required to move the project forward. Each household and business is entitled to one (1) signature.
- (4) The initial petitioned area shall be defined by the City's Traffic Engineer and will generally consist of all businesses and residences abutting (whether facing or not) the proposed project area and all street segments radiating out from the intersection or street segment in question and if it is the sole access, that may be influenced or adversely impacted by use of any traffic calming device. Based on the results of the petitioning, the City's Traffic Engineer may choose to increase or reduce the size of the project area, or deny it altogether if there is a lack of support.
- (5) The neighborhood is responsible for providing the information and data required to determine if the area meets the minimum eligibility requirements of use of traffic calming devices. This information and data must be obtained by an independent source and be stamped/signed by a registered engineer in the State of Washington experienced in traffic engineering. As an alternative, should schedules permit, the neighborhood may request that the eligibility information and data be obtained by City staff. If City staff performs this task, the neighborhood shall be responsible for reimbursing all costs incurred by the City for this effort. The City shall provide an estimate of its costs to perform the initial traffic calming eligibility study. The neighborhood shall be responsible for

providing a down payment of eighty percent (80%) of the estimate to the City prior to the City performing any work. Unused portions of the down payment shall be reimbursable to the neighborhood; provided, that whenever the City's costs exceed the down payment required herein, the City shall not process the petition until such costs have been paid in full.

- (6) Presuming the local residential street meets the eligibility conditions for use of traffic calming measures, ~~and~~ the petition meets the basic requirements, and the petition process yields a definable project area, the neighborhood may then proceed to have a follow-up engineering study done to help determine alternative traffic calming measures that may be appropriate for the local residential or neighborhood collector street. The follow-up study must be done by an independent professional engineer retained by the neighborhood. The follow-up study should include photographs of the site and develop a basic geometric inventory of the area, taking note of street widths, sidewalks, parking, driveway locations, utilities, drainage, traffic control, and street lighting. The City's ~~T~~traffic ~~E~~ngineer may recommend to have some or all of the tasks in this process precede the petition process.
- (7) The neighborhood is encouraged to gather additional data about the neighborhood area such as land uses, schools and parks, etc., to aid in the discussion about traffic calming options.
- (8) The neighborhood is encouraged to meet with representatives from Fire, Police, the City Engineer and Traffic Engineer offices, Ben-Franklin Transit, the Kennewick School District, and the various utility providers to discuss potential impacts of physical changes to the street prior to any traffic calming measure being considered by the neighborhood or the preferred alternative being submitted to the City for consideration. If requested, the City's ~~T~~traffic ~~E~~ngineer will try to set up a meeting with the above-referenced agencies and the neighborhood's representatives and its engineer.
- (9) The neighborhood should hold one (1) or more meetings with all the area residents and their engineer to define the alternative engineered solutions, including the type, location, and number of traffic calming devices desired, establishing neighborhood support of the preferred alternative, and developing the design. A description of the alternative traffic calming devices, including costs and potential positive and negative impacts for each, should be provided to all residents of the neighborhood. Alternative proposals should be developed in advance for the neighborhood to consider. Ideally, the type, size, and locations desired for the devices should be determined at this meeting so the petitioner/neighborhood can present the preferred alternative to the City for

consideration. Depending on scheduling, City staff could also attend to assist in these discussions.

- (10) All traffic calming measures must be planned, designed and installed in keeping with established and sound engineering and planning practices. A City permit shall be required for the installation of any traffic calming and control devices, including signs and/or markings needed to complete the project in compliance with municipal codes, standards and requirements.

13.40.160: Support Survey.

Upon submittal of the preferred traffic calming plan to the City's Traffic Engineer by the neighborhood, the City shall send out one (1) ballot to each property within the approved area. The ballot response form shall include the option to abstain. In order to be counted as an abstention, the survey response form must be returned to the City with the desire to abstain clearly indicated. Ballots shall be sent by first class mail to all affected properties. Ballots must be returned to the City within thirty (30) days of their mailing to be considered. Ballots not received by the cut-off date shall be counted as having voted against the proposal. The project will proceed to the Traffic Safety Commission for approval and public hearing only if the ballot survey results indicate support from at least seventy-five percent (75%) of all the identified property owners, residents and business owners in the survey area. Where the property owner or resident has chosen to abstain, the property shall be deducted from the total number of properties prior to calculating the seventy-five percent (75%) requirement. If a project fails due to lack of support, a twelve (12)-month waiting period is required to restart the process. If successful, notice of the successful ballot will be mailed to the entire affected neighborhood with notice of the date when the proposed project will be reviewed by the Traffic Safety Commission at a public hearing.

13.40.170: Approvals.

Once a physical traffic calming device has received the necessary approval by seventy-five percent (75%) of the owners/residents within the target area, the use of the device shall be submitted to the Traffic Safety Commission for review and determination, and then to the Public Works Director, or his or her designee, for his or her approval or denial.

13.40.1870: Traffic Safety Commission Review.

The Traffic Safety Commission will review proposed projects at its regularly scheduled meeting. At this time, citizens may provide public testimony in support or against the proposed project, either in person or in writing. If the Traffic Safety Commission members raise significant concerns about the project, the Commission may refer the project back to the neighborhood, recommend denial of the project, or recommend the installation of temporary traffic calming measures for a trial period. If a trial period is selected, it shall be for a minimum of two (2) months and a maximum of six (6) months. The neighborhood's engineering consultant will be responsible ~~for~~ collect~~ing~~ traffic data before and after the installation of the temporary

measures to evaluate their effectiveness. This information will be then be presented to the Traffic Safety Commission for its subsequent review and recommendation.

13.40.1980: Funding of Studies and Traffic Calming Devices.

Due to budget limitations, the City of Kennewick has no funds budgeted to determine if traffic control measures are warranted, to conduct neighborhood meetings, or to design and provide traffic calming devices. All costs for the traffic professional engineering consultant, neighborhood meetings, the design, permitting, installation, construction and inspection of traffic control devices approved by the City, including those used as a trial basis, shall be the responsibility of the neighborhood property owners and residents within the petition area. Funding of the physical traffic calming devices, excluding trial devices, may be done by any of the following methods:

- (1) Local Improvement District (LID) – All homeowners within the project area are required to participate an equal amount in the project. Council hearing is required in order to form the LID. This offers another opportunity for public testimony.
- (2) Permit – The neighborhood creates a bank account where deposits can be made in support of the project. In this case, one (1) or more property owners or residents may share the cost.
- (3) Community Development Block Grant (CDBG) – Low-income areas would be eligible to submit a grant application in order to come up with all or a portion of the funding.
- (4) Other funding mechanisms may also be possible which would be proposed by the neighborhood, subject to the approval of the City.
- (5) Some projects may have the potential for landscaping. If included in the project, the responsibility for maintaining landscaping in conformance with City criteria on the physical traffic calming devices rests with the benefitted neighborhood and a license agreement with the City will be required. If the neighborhood fails to fulfill the responsibility, or the landscaping obstructs the view of traffic, becomes unsightly, or is otherwise potentially hazardous, then the Public Works Department shall have the authority to remove the landscaping and/or the traffic calming device with no reimbursement due to the neighborhood for any costs associated with installation or maintenance of the device.

13.40.20190: New Development Mitigation.

Neighborhood traffic calming is intended to provide relief to established neighborhoods. For new development, the Public Works and Community Planning Departments will be involved in the review process and will look to ensure that proper design features are incorporated in order to reduce or prevent the need for future traffic calming projects in the new neighborhood. There will be instances where new development may be anticipated to have adverse traffic impacts on

adjacent neighborhood streets. In these cases the developer will be required to provide mitigation measures and/or a mitigation fee for potential traffic calming projects in the adjacent neighborhood to reduce their impacts to the existing residential local or neighborhood collector streets.

13.40.2100: Device Construction and Time Limit.

Traffic calming devices shall be built to city standards and specifications or industry standards, in the case no city standard exists. All designs are subject to City review and approval and shall require a city permit. Construction shall be accomplished by a contractor approved to do construction work within the City. The traffic calming devices approved by the City must be completed within eighteen (18) months of the approval by the City Council. The Public Works Director may allow up to one (1) additional twelve (12)-month extension (for a total of thirty (30) months) if requested by the neighborhood and the neighborhood has made reasonable efforts to install the devices. If the approved traffic calming devices are not installed within the authorized time frame, then the agreement to install the same is null and void and the new petition process must be started.

13.40.2210: Monitoring.

Installed projects may be monitored by the City to compare before and after statistics for speed, volume, and accidents. Unless the device is determined to be an immediate hazard by the City, any recommendations for modifications or removal of a project by the City based upon the City's review will normally be referred to the Traffic Safety Commission for consideration. However, the City retains its right to modify or remove any traffic calming device within the public right-of-way with or without prior notification and with or without cause. The neighborhood, or individual, or organization shall not be eligible for any compensation as the result of the City modifying or removing any traffic control measure or calming device.

13.40.2320: Speed Hump and Table Design Criteria.

The following guidelines are to be considered for the installation of speed humps and tables. These guidelines are subject to review by the City Engineer and Traffic Engineer, who may modify these criteria in a particular situation to achieve the safe and effective application of the speed hump or table:

- (1) The street should have adequate existing drainage on each side to prevent ponding of water in the area of the speed hump or table.
- (2) The street should have curb and gutter or other barrier to prevent vehicles from going around the speed hump or table. If another barrier is used it must have prior approval of the City Engineer and Traffic Engineer.
- (3) An appropriate street location for the device shall be available. Appropriate distance from driveways, manholes, drain inlets, water valves, street monuments, fire hydrants, and other appurtenances shall be considered.

- (4) Devices shall be installed only where a minimum safe stopping sight distance for the established speed limit or two hundred feet (200'), whichever is greater, can be provided.
- (5) The affected street segment should be of an adequate length for a speed hump or table to be effectively installed. Typically, a minimum length of three to five hundred feet (300' – 500') is desirable.
- (6) The first speed hump or table in a series should be located in a position where it can-not be approached at high speed in either direction. To achieve this, the first hump or table should be located a minimum of two-hundred feet (200') from an intersection stop sign, or one-hundred feet (100') from an uncontrolled intersection. No speed hump or table shall be placed within five-hundred feet (500') of a traffic signal or roundabout (excluding mini-roundabouts or small neighborhood traffic circles).
- (7) Where possible, speed humps or tables should not be placed on vertical or horizontal curves, but on tangent stretches of roadway. However, in areas where placement on curves is unavoidable, proper horizontal and vertical sight distance shall be provided.
- (8) Speed humps or tables should be located at or near residential property lines and a minimum of five feet (5') from the beginning or end of any driveway.
- (9) Speed humps or tables should be located near existing street-lights, where practicable.
- (10) Speed humps or tables shall be accompanied by the appropriate advanced signage. Only one (1) sign in advance of the first speed humps or tables in a series of speed humps or tables is normally required.
- (11) Speed humps or table should be accompanied by the appropriate pavement markings. If markings are required, the markings shall follow the guidelines provided in the Manual on Uniform Traffic Control Devices (MUTCD). The markings shall be plastic unless another material is approved by the City's Traffic Engineer.
- (12) Spacing between speed humps or tables should be as even as possible to produce uniform speed along an entire street. Speed humps or tables in a series should be placed between three and five hundred feet (300' – 500') apart, which may vary depending on the length of the street segment where the devices are placed. Typically, speed humps or tables are placed farther apart on longer segments than shorter segments. Spacing should allow at least one (1) speed hump on each block.

13.40.2430: Mini Traffic Circle or Roundabout Design Criteria.

The following guidelines are to be considered for the installation of mini traffic circle or mini-roundabout. These guidelines are subject to review by the Ceity Engineer and Traffic Engineer, who may modify these criteria in a particular situation to achieve the safe and effective application of the mini traffic circle or mini-roundabout:

- (1) Intersection should be a minimum of fifty-five feet (55') diagonally across (both directions, measured from curb face).
- (2) Device should allow for a minimum sixteen-foot (16') wide travel lane for circulating traffic (measured from the curb face of the interior circle to the curb return).
- (3) Interior diameter of circle should be a minimum diameter of ten feet (10').
- (4) Mini traffic circles or mini-roundabouts should be installed with vertical or roll curb or other method approved by the Ceity Engineer and Traffic Engineer.
- (5) An appropriate street location for the device shall be available. Appropriate distance from driveways, manholes, drain inlets, water valves, street monuments, fire hydrants, and other appurtenances shall be considered.
- (6) Devices shall be installed only where a minimum safe stopping sight distance for the posted or established speed limit for the street and the proper sight distance across the intersection can be provided.
- (7) Mini traffic circles or mini-roundabouts shall not be used in conjunction with stop signs at a given location. Yield signs may be used if determined appropriate by the Ceity's Traffic Engineer.
- (8) Marked crosswalk, if warranted, should be located a minimum of twelve feet (12') from the interior circle (measured from the curb face of the circle to the white stripe of the crosswalk).
- (9) Mini traffic circles or mini-roundabouts shall not be allowed where traffic queuing at a traffic signal, stop sign, railroad crossing, etc. could back up into the mini-circle or mini-roundabouts.

13.40.2540: Removal.

At the request of the neighborhood, their traffic calming devices installed under this program may be considered for removal by the City when all of the following criteria are met:

- (1) A petition must be submitted signed by owners or residents representing at least sixty percent (60%) of the residents, properties, and business owners within the original neighborhood traffic management area.

- (2) Business, property owners, and residents within the affected area shall be sent a Ccity prepared or approved ballot by first class mail. Sixty percent (60%) of the property in the affected area must vote affirmatively within thirty (30) days of the ballot mailing concurring with the removal of devices. Where the property owner or resident has chosen to abstain, the property shall be deducted from the total number of properties prior to calculating the sixty percent (60%) requirement.
- (3) The traffic calming devices will normally be removed by the City. If the devices are removed as requested by the neighborhood, then the neighborhood area will not be eligible for traffic calming program for a minimum of five (5) years following their removal unless restitution is made in full to the City for all its costs incurred in the removal of the devices.
- (4) The City retains its right to modify or remove any traffic calming device within the public right-of-way with or without prior notification and with or without cause.
- (5) The neighborhood, or any individual or organization shall not be eligible for any reimbursement of their costs as the result of the removal of any traffic control or traffic calming device by the City.

13.40.2650: Other General Descriptions and Conditions.

- (1) Classified Streets: Specific streets in the Ccity are generally classified as arterial, collector, and local streets. The hierarchy of classifications for arterial and collector streets within the City includes Principal Arterial, Minor Arterial, Major Collector, and Minor Collector. Typically, these classifications correspond to traffic volumes, lengths of roadway, and other geometric features of the street facility. Arterial and collector streets connect neighborhoods, link residential areas with commercial and business areas, and provide access to other cities, county, state, and federal roadways. Neighborhood traffic calming projects are normally not implemented on arterials or collector streets. However, some classified minor collector streets may be eligible for neighborhood traffic analysis if their current and twenty (20)-year projected traffic volumes is less than three thousand (3,000) vehicles per day, they are between one-third (1/3) and one (1)-mile in length, are not an emergency route, and they have a minimum of seventy-five percent (75%) of residential frontage. Other traffic factors and conditions may also be analyzed to determine which classified streets might be considered for neighborhood traffic calming devices.
- (2) Local Residential Streets: Local streets are the minor, lower volume neighborhood streets linking residential land uses to the collector and arterial systems. They make up the majority of the City's street network and they serve local circulation needs for automobiles, bicycles, and pedestrians. They are

normally designed for less than fifteen hundred (1,500) vehicle per average weekday and lower speeds (twenty-five miles per hour (25 mph) or less). It is on these local residential streets that the neighborhood traffic projects would be considered.

- (3) Travel Speed: This is usually the most often discussed traffic issue on neighborhood streets. Unless otherwise posted, local streets have a speed limit of twenty-five miles per hour (25 mph), per state law. Factors considered when adjusting speed limits include adjacent land use and access, reported collision history, roadway geometry, traffic volumes, and prevailing speeds. When a speed limit change is recommended, staff submits the proposal to the City Council for approval or includes the information as one of possibly several traffic issues considered in a neighborhood traffic calming projects.
- (4) Volume: This refers to the actual number of vehicles that cross a section of roadway during a specific time period on a typical day. Data is usually gathered for twenty-four (24) hours on a weekday and the total volume represents the sum of traffic in both directions. This is also an analysis factor in a neighborhood's eligibility for use of traffic calming devices.
- (5) Collision History: Reported traffic collisions are analyzed on a roadway segment and/or at specific intersections in a neighborhood. Many collisions at low volume residential streets or intersections are of a random nature, and one (1) or two (2) collisions annually are often normal. However, for local streets or intersections, City staff looks for a crash pattern as this may be indicative of problems at or near a specific location that may be reduced or eliminated by traffic control devices or a neighborhood traffic calming project. A collision pattern on a local street or intersection has, at a minimum, three (3) or more similar type reported collisions at a location during the most recent twelve (12)-month period for which data is available.

13.40.2760: Traffic Calming Toolbox - Preferred Physical Traffic Calming Devices.

	Traffic Management Option	Speed Reduction	Volume Reduction/ Traffic Diversion	Noise Pollution	Loss of On-Street Parking	Access Restriction	Bus Route And Emergency Vehicle Impacts	Increase In Street Maintenance	Installation Cost
Preferred Physical Traffic Calming Devices	Speed Humps	Yes	Possible	Increase	Possible	None	Yes	Yes ⁽¹⁾	\$3,000 to \$5,000 each
	Traffic Circles	Yes	Possible	Possible	Yes	None	Some Constraint	Yes	\$6,000 to \$25,000 each
	Speed Table	Yes	Possible	Increase	Possible	None	Yes	Yes ⁽¹⁾	\$8,000 to \$15,000
	Chokers	Yes	Possible	No Change	Yes	None	Some Constraint	No	\$5,000 to \$15,000
	Turning Restrictions	Possible	Yes	Decrease	None	Yes	Yes	Yes	\$1,000 to \$10,000

⁽¹⁾ Speed humps and tables have to be reinstalled each time a street is resurfaced.

13.40.2870: Traffic Calming Toolbox - Alternate Physical Traffic Calming Devices.

	Traffic Management Option	Speed Reduction	Volume Reduction/ Traffic Diversion	Noise Pollution	Loss of On Street Parking	Access Restriction	Bus Route And Emergency Vehicle Impacts	Increase In Street Maintenance	Installation Cost
Alternate Physical Traffic Calming Devices	Placing radar warning signs	Possible	No	No Change	Possible	None	None	No	\$5,000 to \$10,000
	Median Barrier	Possible	Yes	No Change	Possible	Right Turn Only	Yes	No	\$10,000 to \$25,000/100 ft.
	Gateways (Entry Island) or Textured Pavement	Yes	Yes	Possible	None	Possible	None	No	\$5,000 to \$30,000
	Neckdown or Curb Extension	Possible	Possible	No	Yes	None	Possible	Yes	\$10,000 to \$30,000
	Curvilinear Street (Chicane)	Yes	Possible	Increase Possible	Yes	None	Possible	Possible	\$50,000 to \$75,000

Alternate Physical Traffic Calming Devices	Realigned Intersection	Yes	Yes	No	Yes	No	Yes	Possible	\$10,000 to \$20,000
	Restricted Movement/ Partial Closures	Possible	Yes	Decrease	Possible	Yes	Yes	No	\$7,500 to \$30,000
	Diagonal Diverter	Yes	Yes	Decrease	Possible	Yes	Yes	No	\$6,000 to \$25,000
	Mid-Block Street Closures	Yes	Yes	Decrease	Possible	Yes	Yes	Yes	\$50,000 to \$200,000

(Ord. 60~~###~~47 Sec. 1, 2024; Ord. 6044 Sec. 1, 2023)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of January, 2024, and signed in authentication of its passage this 16th day of January, 2024.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

ORDINANCE NO. 24-6047 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024.

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Agenda Item Number: 5.d. Agenda Item Type: Ordinance Subject: Ordinance 24-6048: Adding Section 2.12.045 to the Kennewick Municipal Code Regarding Designation of the City Treasurer Department: City Attorney Ord/Reso # 24-6048 Contract # Project # Permit #	Council Date: 1/16/2024 Category: Ordinance/Reso
		
<u>Recommendation</u> Adopt Ordinance 24-6048. <u>Motion for Consideration</u> Move to adopt Ordinance 24-6048. <u>Summary</u> Ordinance 24-6048 proposes to add Section 2.12.045 to Chapter 2 of the Kennewick Municipal Code. If adopted, the Section will appoint the Finance Director as the City Treasurer and require him or her to perform all City Treasurer functions. <u>Alternatives</u> <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 24-6048

AN ORDINANCE RELATING TO THE CITY TREASURER AND ADDING A
NEW SECTION 2.12.045 TO THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 2.12.045 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

2.12.045: Appointment of City Treasurer.

The person who is serving as the Finance Director, or his or her designee, shall also be
appointed the City Treasurer and shall perform the functions of the City Treasurer wherever
identified in the Kennewick Municipal Code (KMC).

(Ord. 24-6048 Sec. 1, 2024)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this
16th day of January, 2024, and signed in authentication of its passage this 16th day of January,
2024.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

ORDINANCE NO. 24-6048 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Agenda Item Number: 5.e. Council Date: 1/16/2024	Category: Ordinance/Reso
	Agenda Item Type: Ordinance Subject: Ordinance 24-6049: Adding Chapter 14.25 to the Kennewick Municipal Code Regarding the Kennewick Housing Authority Department: City Attorney Ord/Reso # 24-6049 Contract # Project # Permit #	
<u>Recommendation</u> Staff recommends adoption of Ordinance 24-6049. <u>Motion for Consideration</u> Motion to adopt Ordinance 24-6049. <u>Summary</u> Ordinance 24-6049 adds Chapter 14.25 to Title 14 to the Kennewick Municipal Code (KMC). If adopted, the section will authorize the Public Works Director to waive the new service connection, service tap, side sewer, and hookup charges for the Kennewick Housing Authority (KHA)'s Bubble on Gum Street Apartments under the condition that KHA secures sufficient Connecting Housing to Infrastructure Program (CHIP) funds to fully reimburse the City for the waived charges. <u>Alternatives</u> <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 24-6049

AN ORDINANCE RELATING TO CONNECTION CHARGE WAIVERS AND
ADDING CHAPTER 14.25 TO THE KENNEWICK MUNICIPAL CODE

WHEREAS, the population of Kennewick is expected to increase by 32,924 residents by 2037; and

WHEREAS, the Kennewick Housing Authority (KHA), a housing authority created under Revised Code of Washington (RCW) 35.82.030, owns and operates one hundred ninety (190) public housing units in Kennewick; and

WHEREAS, the number of public housing units in Kennewick is insufficient; and

WHEREAS, a city may waive connection or system development charges under RCW 35.92.380 and 35.92.385 for properties owned or developed by a housing authority that provides affordable housing; and

WHEREAS, a city must make adequate provisions for the needs of all economic segments of the community in its comprehensive plan under RCW 36.70A.070, including incorporating consideration for low, very low, extremely low, and moderate-income households; and

WHEREAS, Section 3 of the Comprehensive Plan of the City of Kennewick recognizes the importance of promoting affordable housing for all economic segments of the community; and

WHEREAS, Goal 4 of Section 3 emphasizes the importance of working with KHA to provide low and very low-income households with affordable housing; and

WHEREAS, the Washington State Legislature created the Connecting Housing to Infrastructure Program (CHIP) in 2021 to fund utility improvements for affordable housing; and

WHEREAS, the waiver of connection and system development charges promotes affordable housing; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Chapter 14.25 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

CHAPTER 14.25 – CONNECTION CHARGE WAIVERS

14.25.010: Definitions.

For the purposes of this Chapter:

1. *Affordable Housing* means, unless the context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed thirty percent (30%) of the monthly income of a household whose income is:
 - a. For rental housing, sixty percent (60%) of the median household income adjusted for household size, for Benton County, Washington, as reported by the United States Department of Housing and Urban Development (HUD); or
 - b. For owner-occupied housing, eighty percent (80%) of the median household income adjusted for household size, for Benton County, Washington, as reported by HUD.
2. *Connection Charges* mean the one-time capital and administrative charges, as authorized in Revised Code of Washington (RCW) 35.92.025, that are imposed by a utility on a building or facility owner for a new utility service and costs borne or assessed by a utility for the labor, materials, and services necessary to physically connect a designated facility to the respective utility service including, but not limited to, the new service connection charges required by Kennewick Municipal Code (KMC) 14.13.010 and service tap, side sewer, and hookup charges required by KMC 14.24.010.
3. *Director* means the Public Works Director, or his or her designee.
4. *Emergency Housing* means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.
5. *Emergency Shelter* means a facility that provides a temporary shelter for individuals or families who are currently homeless. An emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.
6. *Extremely Low-Income Household* means a single person, family, or unrelated persons living together whose adjusted income is at or below thirty percent (30%)

of the median household income adjusted for household size, for Benton County, Washington, as reported by HUD.

7. *Low-Income Household* means a single person, family, or unrelated persons living together whose adjusted income is at or below eighty percent (80%) of the median household income adjusted for household size, for Benton County, Washington, as reported by HUD.
8. *Moderate-Income Household* means a single person, family, or unrelated persons living together whose adjusted income is at or below one hundred twenty percent (120%) of the median household income adjusted for household size, for Benton County, Washington, as reported by HUD.
9. *Nonprofit* means a:
 - a. Nonprofit as defined in RCW 84.36.800 that is exempt from income tax under Section 501(c) of the Internal Revenue Code (IRC);
 - b. Limited partnership where a nonprofit as defined in RCW 84.36.800 that is exempt from income tax under Section 501(c) of the IRC, a public corporation established under RCW 35.21.660, 35.21.670, or 35.21.730; a housing authority created under RCW 35.82.030 or 35.82.300; or a housing authority meeting the definition in RCW 35.82.210(2)(a) is a general partner; or
 - c. Limited liability company where a nonprofit as defined in RCW 84.36.800 that is exempt from income tax under Section 501(c) of the IRC, a public corporation established under RCW 35.21.660, 35.21.670, or 35.21.730; a housing authority created under RCW 35.82.030 or 35.82.300; or a housing authority meeting the definition in RCW 35.82.210(2)(a) is a managing member.
10. *Permanent Supportive Housing* means subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect him or her with community-based healthcare, treatment, or employment services.

11. *Transitional Housing* means a project that provides housing and supportive services to homeless persons or families for up to two (2) years and that has as its purpose facilitating the movement of homeless persons and families into independent living.
12. *Very Low-Income Household* means a single person, family, or unrelated persons living together whose adjusted income is at or below fifty percent (50%) of the median household income adjusted for household size, for Benton County, Washington, as reported by HUD.

14.25.020: Waiver.

The Public Works Director, or his or her designee, may waive the new service connection charges required by KMC 14.13.010 and service tap, side sewer, and hookup charges required by KMC 14.24.010 for the Kennewick Housing Authority (KHA)'s affordable housing projects in the City of Kennewick, provided that KHA secure sufficient grant funds to fully reimburse the City for the waived charges.

14.25.030: Rules and Policies.

The Public Works Director, or his or her designee, may adopt the rules and policies necessary to waive KHA's connection charges.

14.25.040: Severability.

If any clause, sentence, paragraph, section, or part of this Chapter or the application thereof to any person or circumstances shall be judged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered. The decision shall not affect or invalidate the remainder of any part thereof and to this end the provisions of each clause, sentence, paragraph, section, or part of this law are hereby declared to be severable.

(Ord. 24-6049 Sec. 1, 2024)

Section 2. Actions taken before the effective date of this ordinance that are not inconsistent with the ordinance, or any provisions thereof, are hereby ratified and affirmed.

Section 3. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of January, 2024, and signed in authentication of its passage this 16th day of January, 2024.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

ORDINANCE NO. 24-6049 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet 	Agenda Item Number: 6.a. Agenda Item Type: Public Hearing Subject: Resolution 24-02: Developer Preliminary Latecomers Reimbursement Agreement for Desert Pines Water and Sewer Department: Public Works Ord/Reso # Project #	Council Date: 1/16/2024 Category: Public Mtg / Hrg
<u>Recommendation</u> Staff recommends approval of the latecomer agreement.. <u>Motion for Consideration</u> Council Approves the Mayor to sign the latecomer agreement for Desert Pines Water and Sewer. <u>Summary</u> Marina Infante Zuniga and Lucio Mendoza (Developer) are constructing utilities in S. Gum St., in E. 23rd Ave. and across private property to support their development of the property at 527 W. 23rd Ave. This property is within the Urban Growth Area. The properties adjacent to S. Gum St., E. 23rd Ave. and across one private parcel are determined to be the potential beneficiary of Developer's construction, and prorata shares are as shown on Exhibit A and B. Per KMC 5.60.030, latecomers can be for 20 years for utility improvements (sanitary sewer, water and storm drain). If the parcels listed in Exhibit A connect to water or sewer within the 20-year period, following approval of a final latecomer's reimbursement agreement, they will be required to pay for their estimated shares shown in exhibit B, with amounts finalized following completion of construction. Reimbursement from the parcels listed in Exhibit A will be required at the time of permitting to develop any portion of their property that requires connection to or use of a particular utility (sanitary sewer or water or storm drainage) constructed by Developer. This is a Preliminary Latecomers Reimbursement Agreement based on bids received by the developer; A Final Agreement will be brought to council that is based on actual construction costs once the project is complete. <u>Alternatives</u> If the Council does not approve this preliminary agreement, the owner could move forward with the project, but would not be able to recoup the proposed portion of the costs. <u>Fiscal Impact</u> If utility connections are made by the parties to the agreement and reimbursement fees are collected, 10% of the reimbursement amount shall be retained by the City.		
<u>Attachments:</u> 1. Resolution 2. Reimbursement Memo 3. Exhibit A 4. Exhibit B 5. Application 6. Latecomers		

CITY OF KENNEWICK
RESOLUTION NO. 24-02

A RESOLUTION APPROVING A DEVELOPER PRELIMINARY LATECOMERS
REIMBURSEMENT AGREEMENT FOR DESERT PINES STREET UTILITIES

WHEREAS, Marina Infante Zuniga and Lucio Mendoza have requested to enter into a Developer Latecomers Reimbursement Agreement with the City of Kennewick for the construction of sanitary sewer, and water facilities along a portion of S. Gum Street and E. 23rd Avenue; and

WHEREAS, Kennewick Municipal Code 5.60 provides for the potential reimbursement of costs for utilities that could benefit other nearby properties; and

WHEREAS, on January 16, 2024, in accordance with KMC 5.60.070(6) a minimum of twenty (20) days in advance of the public hearing held on this date, the preliminary determination of area boundaries and assessments, along with a description of the property owners' rights was forwarded by certified mail to the property owners of record as shown on the records of the Benton County Assessor within the proposed assessment area; and

WHEREAS, notice was published on January 3, 2024 that a public hearing would be held on this date concerning the latecomers agreement; and

WHEREAS, on this date City Council held a public hearing; NOW, THEREFORE,

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, AS FOLLOWS:

Section 1. The properties listed in Exhibit A shall be subject to this Developer Preliminary Latecomers Reimbursement Agreement as assessed in Exhibit B:

Section 2. The City Manager is authorized to sign the Developer Preliminary Latecomers Reimbursement Agreement.

Section 3. The construction of utilities along a portion of S. Gum Street and E. 23rd Avenue has been approved for construction.

Section 4. The preliminary assessments for the costs of such improvements are approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of January, 2024, and signed in authentication of its passage this 16th day of January, 2024.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

RESOLUTION NO. 24-02 filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
17th day of January, 2024

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk



Leading the Way

MEMORANDUM

Public Works Department

Date: January 2, 2024
To: Kennewick City Council
From: John Cowling, PE, Deputy Public Works Director
Subject: **Desert Pines Utility Preliminary Latecomers Reimbursement Agreement**

Project Description

Marina Infante Zuniga and Lucio Mendoza (Developer) are constructing utilities in S. Gum St., in E. 23rd Ave. and across private property to support their development of the property at 527 W. 23rd Ave. This property is within the Urban Growth Area.

Assessment Reimbursement Area and Benefits

The properties adjacent to S. Gum St., E. 23rd Ave. and across one private parcel are determined to be the potential beneficiary of Developer's construction, and prorata shares are as shown on Exhibit A and B.

Additional Eligible Costs

Additional eligible costs include the latecomer administration fee of \$360 per parcel, the utility fee of \$500 per utility (\$1,000 total for water and sewer), the 5% Public Works permit fee, the engineer's design fee, survey and recording fee and

Term and Timing of Reimbursements

Per KMC 5.60.030, latecomers can be for 20 years for utility improvements (sanitary sewer, water and storm drain).

If the parcels listed in Exhibit A develop within the 20-year period, following approval of a final latecomer's reimbursement agreement, they will be required to pay for their estimated shares shown in exhibit B, with amounts finalized following completion of construction.

Reimbursement from the parcels listed in Exhibit A will be required at the time of permitting to develop any portion of their property that requires connection to or use of a particular utility (sanitary sewer or water or storm drainage) constructed by Developer.

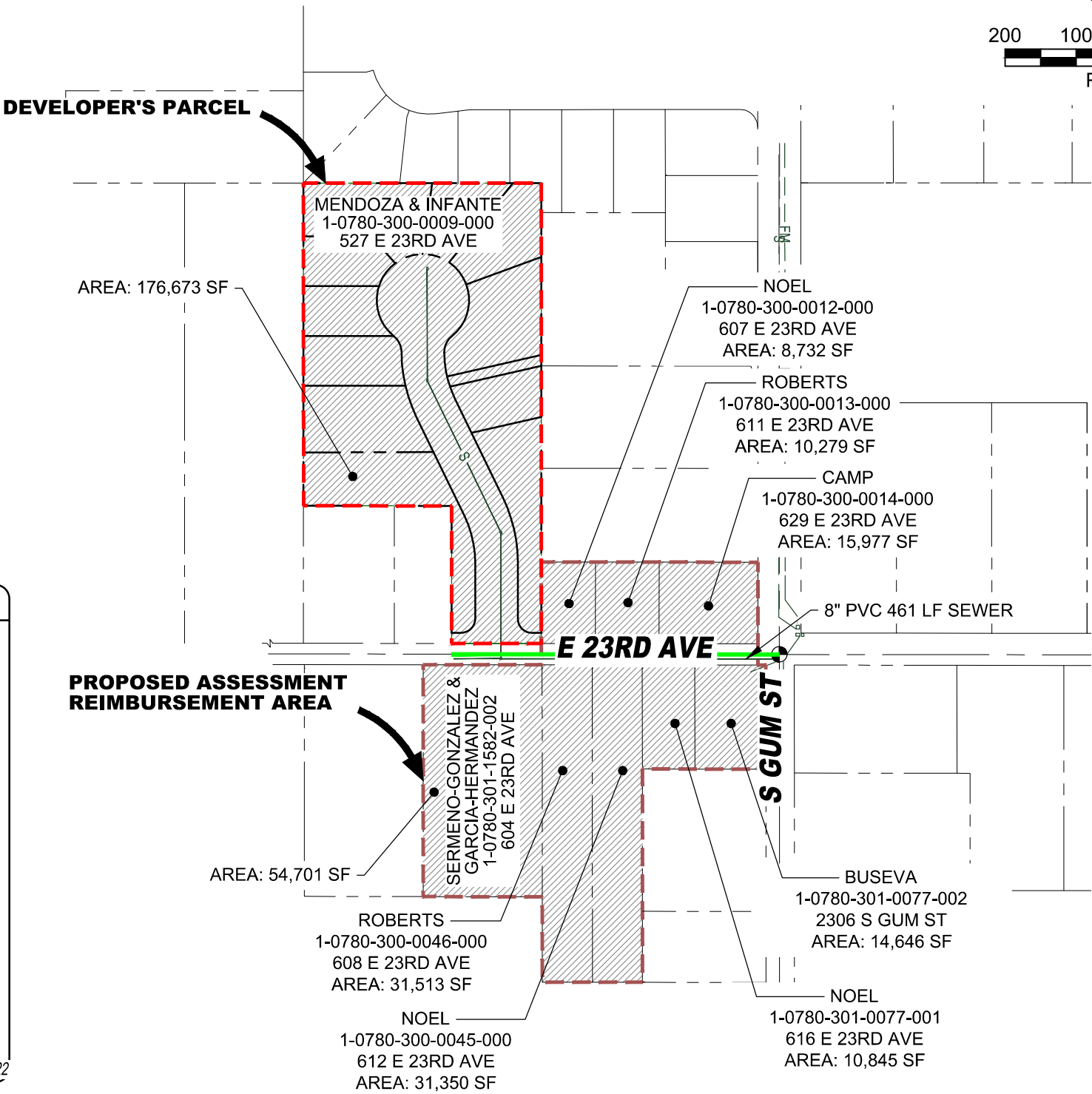
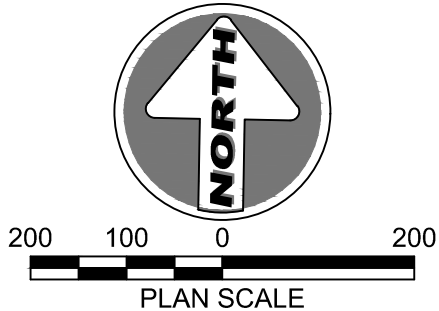
PUBLIC WORKS

1010 E. Chemical Drive • PO Box 6108 • Kennewick, WA 99336-0108
(509) 585-4301 • Fax (509) 585-4451 • john.cowling@ci.kennewick.wa.us

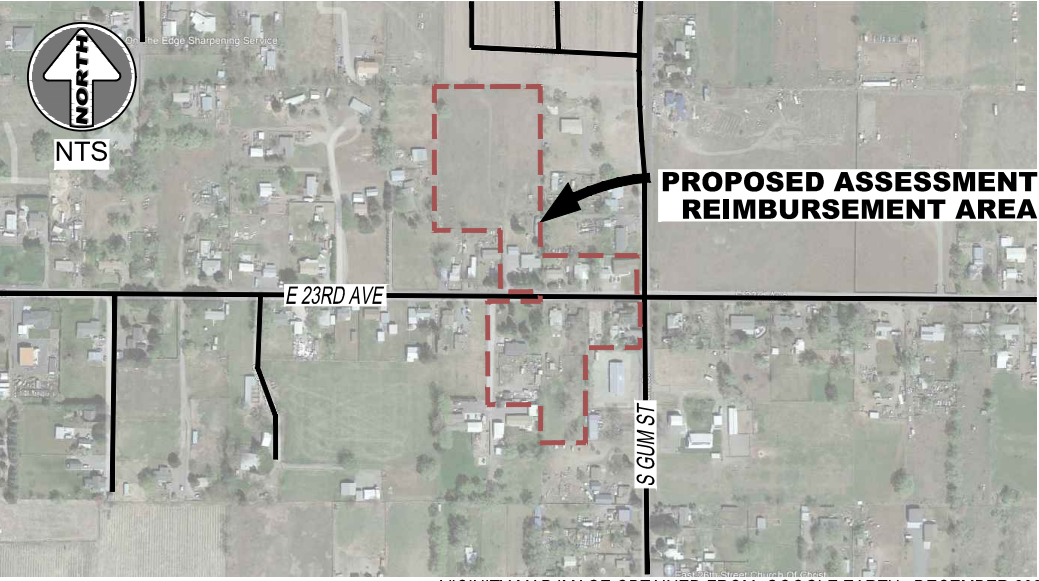
Desert Pines Sewer and Water Extension - Reimbursement Agreement Property Information					
Parcel #	Owner Name	Legal Description	Owner Address	Situs Address	Land Area SF
107803000009000	MENDOZA LUCIO G & INFANTE MARINA	1977 Guerdon Great Lakes 28 x 60; SECTION 7 TOWNSHIP 8 NORTH RANGE 30: THE WEST ONE/HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER EXCEPT THE WEST 208.71 FEET OF THE SOUTH 208.71 FEET THEREOF.	203212 E SR 397 KENNEWICK, WA 99337	527 E 23RD AVE KENNEWICK, WA 99337	176,673
107803013688001	TORRES GUILLERMO & BEATRIZ	2002 KARSTEN KINGSWOOD 40X60; SECTION 7, TOWNSHIP 8, RANGE 30: LOT 1, SHORT PLAT 3688, RECORDED IN VOLUME 1 OF SHORT PLATS 3688, RECORDS OF BENTON COUNTY, WASHINGTON. AF# 2021-013911 03/24/2021	2128 GUM ST KENNEWICK, WA 99336	2128 S GUM KENNEWICK, WA	43,192
107803011582002	SERMENO-GONZALEZ FLORENTINO & GARCIA- HERMANDEZ TERESA	1980 Liberty Peerless 26 x 65; SHORT PLAT #1582, LOT 2:	604 E 23RD AVE KENNEWICK, WA 99337	604 E 23RD AVE KENNEWICK, WA 99337-5513	54,701
107803000012000	NOEL KENNETH E & PATSY	SECTION 7 TOWNSHIP 8 NORTH RANGE 30: THE WEST ONE/HALF OF THE WEST ONE/HALF OF THE SOUTH 130 FEET OF THE EAST ONE/HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER.	607 E 23RD AVE KENNEWICK, WA 99337-5514	607 E 23RD AVE KENNEWICK, WA 99337	8,732
107803000013000	ROBERTS DEVIN D	SECTION 7 TOWNSHIP 8 NORTH RANGE 30: THE SOUTH 130 FEET OF THE WEST ONE/HALF OF THE EAST ONE/HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, LESS THE WEST ONE/HALF THEREOF.	611 E 23RD AVE KENNEWICK, WA 99337	611 E 23RD AVE KENNEWICK, WA 99337	10,279
107803000014000	CAMP CHARLES M & CHRISTINA M	SECTION 7 TOWNSHIP 8 NORTH RANGE 30: THE SOUTH 130 FEET OF THE EAST ONE/HALF OF THE EAST ONE/HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER.	629 E 23RD AVE KENNEWICK, WA 99337	629 E 23RD AVE KENNEWICK, WA 99337-5514	15,977
107803000045000	NOEL RICK	SECTION 7 TOWNSHIP 8 NORTH RANGE 30: THE EAST 70.5 FEET OF THE WEST 141 FEET OF THE NORTH 462 FEET OF THE EAST ONE/HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER.	2216 THOMPSON AVE VANCOUVER, WA 98660	612 E 23RD AVE KENNEWICK, WA 99337	31,350
107803000046000	ROBERTS PAUL	SECTION 7 TOWNSHIP 8 NORTH RANGE 30: THE WEST 70.5 FEET OF THE NORTH 462 FEET OF THE EAST ONE/HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER: SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, 5-21-57.	608 E 23RD AVE KENNEWICK, WA 99337	608 E 23RD AVE KENNEWICK, WA 99337-5513	31,513
107803010077001	NOEL RICK	SHORT PLAT #77: LOT 1.	2216 THOMPSON AVE VANCOUVER, WA 98660	616 E 23RD AVE KENNEWICK, WA 99337	10,845
107803010077002	BUSEVA ROZALIYA	SHORT PLAT #77, LOT 2:	2306 S GUM ST KENNEWICK, WA 99337-5557	2306 S GUM ST KENNEWICK, WA 99337-5557	14,646

PROPOSED ASSESSMENT REIMBURSEMENT AREA - SEWER EXTENSION

A PORTION OF THE SE 1/4 OF SECTION 07, TOWNSHIP 08 NORTH, RANGE 30 EAST, W.M.
CITY OF KENNEWICK, BENTON COUNTY, WASHINGTON



VICINITY MAP



VICINITY MAP IMAGE OBTAINED FROM: GOOGLE EARTH, DECEMBER 2022

HARMS
ENGINEERING, INC.

1632 W Sylvester Street, Pasco WA 99301 | 509.547.2679 | HarmsEngineering.com
Designed By: C BATAYOLA
File Name: 22-053.1 Desert Pines Subdivision Infrastructure 15 V1 Plotset
File Path: P:\2022\22-053.1 Infante Zoning, Marina E 23rd Ave Subdiv Planning\Draws

Rev	By	Date	Description

**DESERT PINES SUBDIVISION
PROPOSED ASSESSMENT REIMBURSEMENT AREA**
527 E 23RD AVE, KENNEWICK, WA, 99337

**MARINA INFANTE / LUCIO MENDOZA
BENTONBUILDERSLLC@HOTMAIL.COM**
202217 E SP 387, KENNEWICK, WA, 99337
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Drawing Name

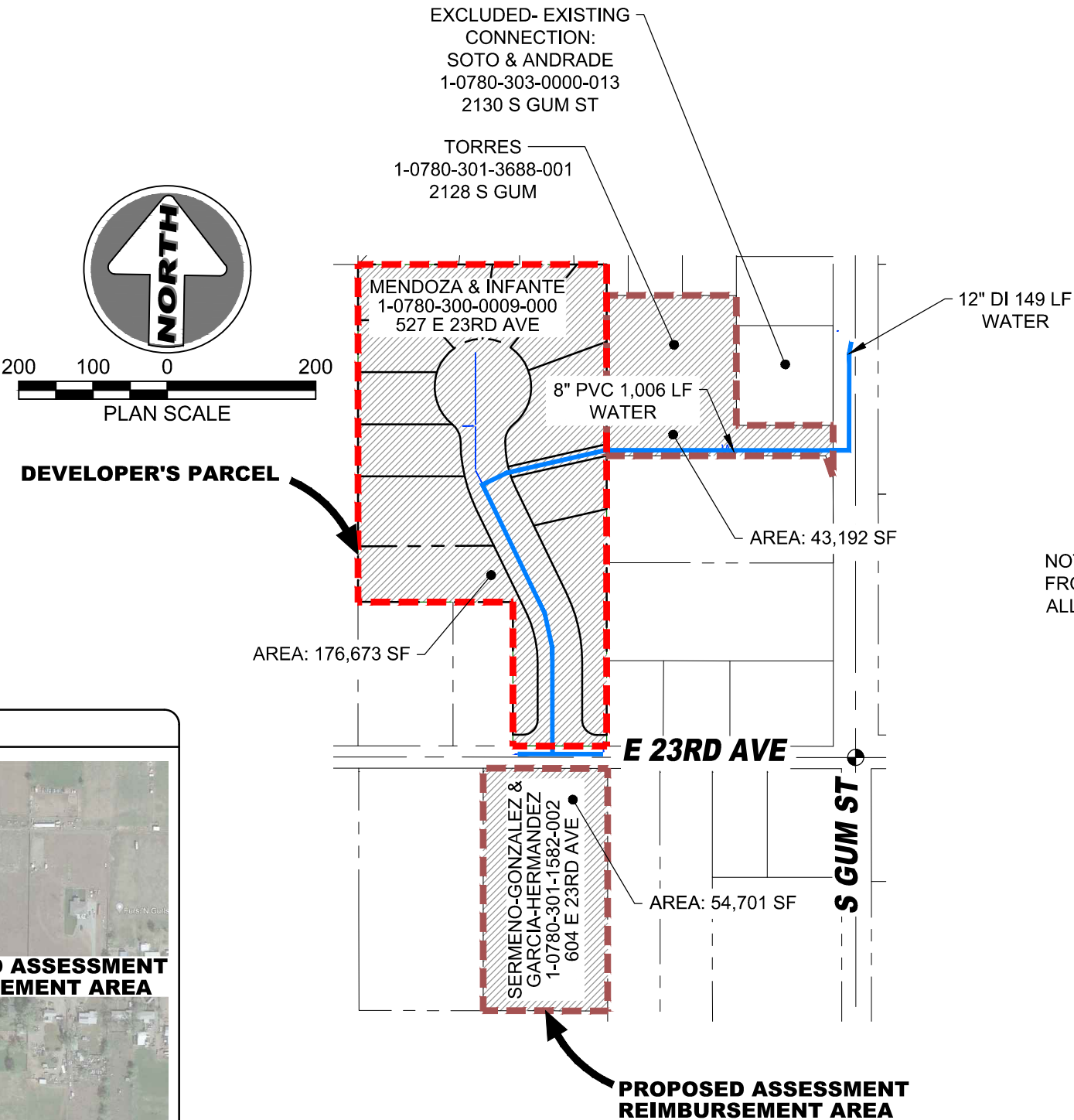
Date **07-26-2023**

Project Number **22-053.1**

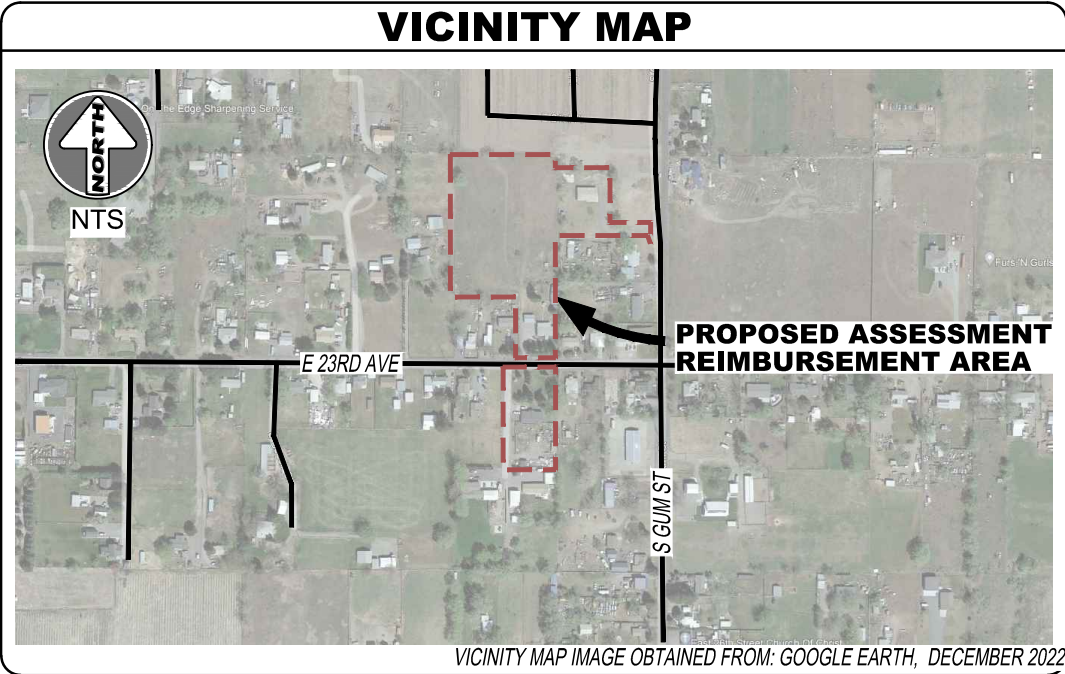
Sheet Number **EX 1A**

PROPOSED ASSESSMENT REIMBURSEMENT AREA - WATER LINE EXTENSION

A PORTION OF THE S 1/2 OF SECTION 07, TOWNSHIP 08 NORTH, RANGE 30 EAST, W.M.
CITY OF KENNEWICK, BENTON COUNTY, WASHINGTON



NOTE: CITY OF KENNEWICK TO PAY FOR UPSIZING FROM 8" TO 12". THEREFORE, LATECOMERS ALLOCATION IS BASED ON AN 8" WATER LINE.



1632 W Sylvester Street, Pasco WA 99301 | 509.547.2679 | HarmsEngineering.com
 Designed By: C BATAJOLA
 File Name: 22-053.1 Desert Pines Subdivision Infrastructure 15 VI Plotset
 File Path: P:\2022\22-053.1 Infante Zoning- Marina E 23rd Ave Subdiv Planning\Draws

Rev	Description	By	Date

**DESERT PINES SUBDIVISION
PROPOSED ASSESSMENT REIMBURSEMENT AREA**

527 E 23RD AVE, KENNEWICK, WA, 99337

**MARINA INFANTE/ LUCIO MENDOZA
BENTONBUILDERSLLC@HOTMAIL.COM**

20221217 E 23RD AVE, KENNEWICK, WA, 99337

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Date: **07-26-2023**

Project Number: **22-053.1**

Sheet Number: **EX 1B**

Water Line Extension Engineer's Estimate - 8" Water Lines Only

S Gum St. and E 23rd Ave.

Description	Qty	Units	Unit Price	Total
Mobilization	1	ls	\$ 675.00	\$ 675.00
Dust Control	1	ls	\$ 720.00	\$ 720.00
Construction Staking	1	ls	\$ 3,000.00	\$ 3,000.00
Traffic Control	1	ls	\$ 2,050.00	\$ 2,050.00
Site Restoration	1	ls	\$ 5,000.00	\$ 5,000.00
Pavement Removal and Disposal (incl. sawcutting)	290	sy	\$ 11.53	\$ 3,343.70
Trench Pavement Restoration (3" HMA)	290	sy	\$ 24.66	\$ 7,151.40
CSTC for trench backfill	1,155	lf	\$ 46.43	\$ 53,626.65
8" C900 Water Main	1006	lf	\$ 48.00	\$ 48,288.00
12" Ductile Iron Water Main - Priced as 8" C900	149	lf	\$ 48.00	\$ 7,152.00
Imported Pipe Bedding	1155	lf	\$ -	\$ -
Trench Safety Systems	1155	lf	\$ -	\$ -
Fire Hydrant Assembly (incl. tee, 6" valve, guard posts, and 6" supply line)	1	ea	\$ 9,765.50	\$ 9,765.50
8" Gate Valve	5	ea	\$ 4,000.00	\$ 20,000.00
12" Butterfly Valve - <i>priced as 8" gate valve</i>	2	ea	\$ 4,000.00	\$ 8,000.00
8" Blind Flange	1	ea	\$ 646.00	\$ 646.00
12" Blind Flange - <i>priced as 8" blind flange</i>	1	ea	\$ 646.00	\$ 646.00
8" Bend	3	ea	\$ 800.00	\$ 2,400.00
12" Bend - <i>Priced as 8" bend</i>	2	ea	\$ 800.00	\$ 1,600.00
8"x8"x8" Tee	2	ea	\$ 1,250.00	\$ 2,500.00
12"x12"x8" Tee - <i>priced as 8" tee</i>	1	ea	\$ 1,250.00	\$ 1,250.00
Connect to existing water line	1	ls	\$ 3,400.00	\$ 3,400.00
Blow Off Assembly	1	ea	\$ 4,300.00	\$ 4,300.00
Subtotal				\$ 185,514.25
Sales Tax 8.7%				\$ 16,139.74
Construction Total				\$ 201,653.99

Surveying	\$ 1,500.00
Engineering	\$ 3,000.00
Record Drawing	\$ 500.00
Application Fee	\$ 500.00
Permits 5% of Construction	\$ 9,275.71
Total 8" Only	\$ 216,429.70

Total with 12" DIP on Gum St = \$ 220,004.78

Upsizing Cost Difference \$ 3,575.08

Sewer Main Extension Engineer's Estimate

E 23rd Ave.

Description	Qty	Units	Unit Price	Total
General				
Mobilization	1	ls	\$ 675.00	\$ 675.00
Dust Control	1	ls	\$ 720.00	\$ 720.00
Construction Staking	1	ls	\$ 3,000.00	\$ 3,000.00
Traffic Control	1	ls	\$ 4,100.00	\$ 4,100.00
Pavement Removal and Disposal (incl. sawcutting)	490	sy	\$ 11.53	\$ 5,649.70
Trench Pavement Restoration (3" HMA)	490	sy	\$ 24.66	\$ 12,083.40
CSTC for Trench Backfill (top 5' of trench)	458	lf	\$ 48.30	\$ 22,126.23
8" Sewer Pipe (PVC - 3034)	458	lf	\$ 28.78	\$ 13,184.12
Imported Pipe Zone Bedding	458	lf	\$ -	\$ -
Trench Excavation and Backfill (up to 10')	458	lf	\$ 12.00	\$ 5,497.20
Trench Safety Systems	458	lf	\$ 3.92	\$ 1,795.75
Standard 48" Manhole (<=10 ft deep)	1	ea	\$ 4,500.00	\$ 4,500.00
8" Main Line Cleanout (for drop connection)	1	ea	\$ 2,800.00	\$ 2,800.00
Connect to Existing Manhole	1	ea	\$ 3,800.00	\$ 3,800.00
Subtotal				\$ 79,931.40
Sales Tax 8.7%				\$ 6,954.03
Construction Total				\$ 86,885.43

Surveying	\$ 1,500.00
Engineering	\$ 3,000.00
Record Drawing	\$ 500.00
Application Fee	\$ 500.00
Permits 5% of Construction	\$ 3,996.57
Total	\$ 96,382.00

Water and Sewer - Proposed Allocation of Cost

Water Extension

Total Water Extension Construction Cost (8" Water Lines) = \$216,430

	Parcel #	Owner	Property Area (sf)	% of Area	Proposed Allocation of Costs
Developer	107803000009000	MENDOZA LUCIO G & INFANTE MARINA	176,673	64.3%	\$139,260.00
Adjacent	107803013688001	TORRES GUILLERMO & BEATRIZ	43,192	15.7%	\$34,050.00
Adjacent	107803011582002	SERMENO-GONZALEZ FLORENTINO & GARCIA-HERMANDEZ TERESA	54,701	19.9%	\$43,120.00
Total			274,566	100.0%	\$216,430.00

Method of Allocation: Percent of total area along water line extension.

Note - Water line extension cost is based on 8" water lines in Gum St. Developer is requesting that the City of Kennewick reimburse for the cost associated with upsizing the line to 12" on Gum St.

Sewer Extension

Total Sewer Extension Construction Cost = \$96,382

	Parcel #	Owner	Property Area (sf)	% of Area	Proposed Allocation of Costs
Developer	107803000009000	MENDOZA LUCIO G & INFANTE MARINA	176,673	49.8%	\$48,000.00
Adjacent	107803000012000	NOEL KENNETH E & PATSY	8,732	2.5%	\$2,370.00
Adjacent	107803000013000	ROBERTS DEVIN D	10,279	2.9%	\$2,790.00
Adjacent	107803000014000	CAMP CHARLES M & CHRISTINA M	15,977	4.5%	\$4,340.00
Adjacent	107803000045000	NOEL RICK	31,350	8.8%	\$8,520.00
Adjacent	107803000046000	ROBERTS PAUL	31,513	8.9%	\$8,560.00
Adjacent	107803010077001	NOEL RICK	10,845	3.1%	\$2,950.00
Adjacent	107803010077002	BUSEVA ROZALIYA	14,646	4.1%	\$3,980.00
Adjacent	107803011582002	SERMENO-GONZALEZ FLORENTINO & GARCIA-HERMANDEZ TERESA	54,701	15.4%	\$14,860.00
Total			354,716	100.0%	\$96,370.00

Method of Allocation: Percent of total area along sewer line extension

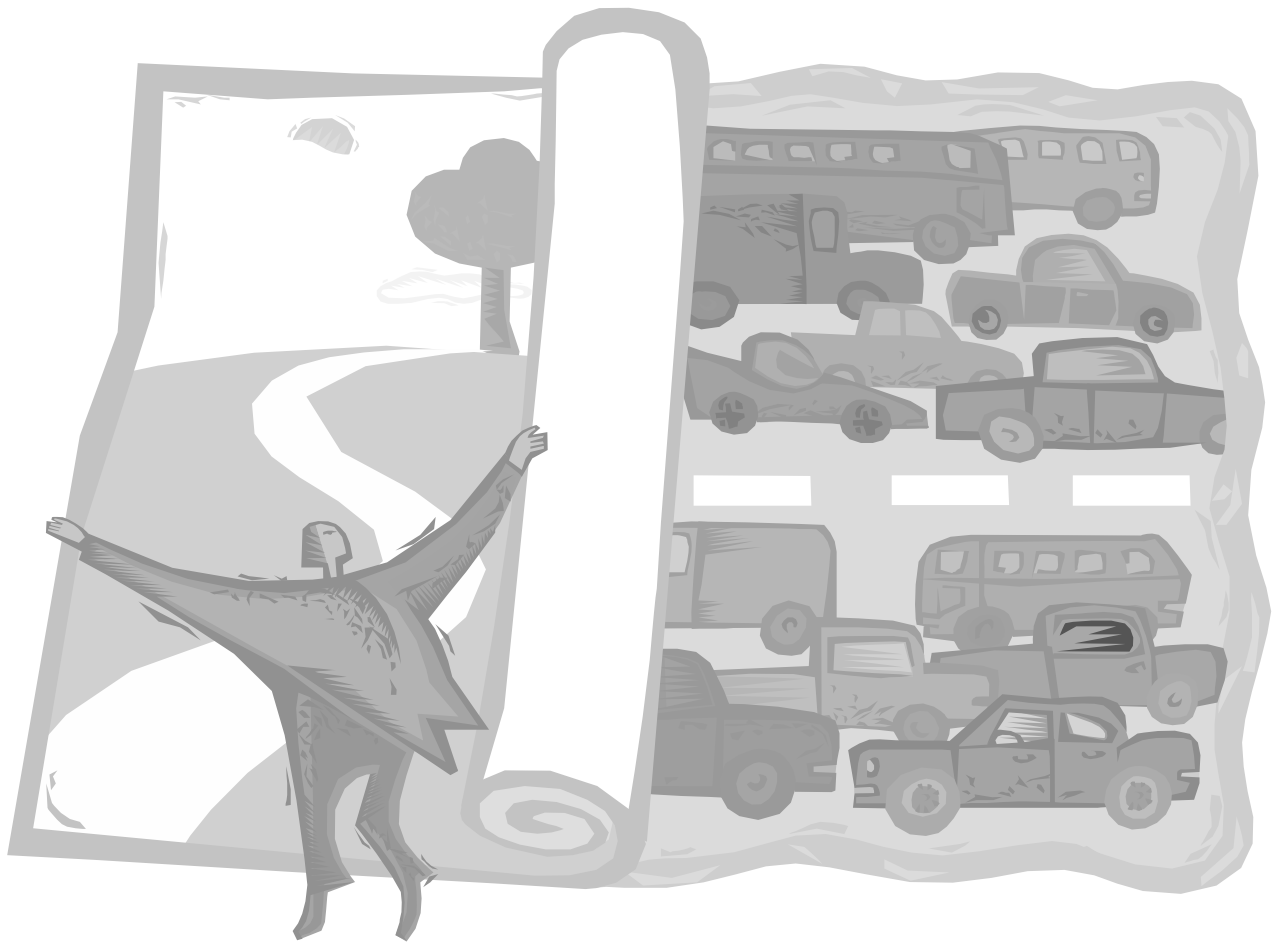
Combined Utility Allocation of Costs

Application Fee per lot = \$360

	Parcel #	Owner	Proposed Allocation of Costs
Developer	107803000009000	MENDOZA LUCIO G & INFANTE MARINA	\$187,620
Adjacent	107803013688001	TORRES GUILLERMO & BEATRIZ	\$34,410
Adjacent	107803011582002	SERMENO-GONZALEZ FLORENTINO & GARCIA-HERMANDEZ TERESA	\$58,340
Adjacent	107803000012000	NOEL KENNETH E & PATSY	\$2,730
Adjacent	107803000013000	ROBERTS DEVIN D	\$3,150
Adjacent	107803000014000	CAMP CHARLES M & CHRISTINA M	\$4,700
Adjacent	107803000045000	NOEL RICK	\$8,880
Adjacent	107803000046000	ROBERTS PAUL	\$8,920
Adjacent	107803010077001	NOEL RICK	\$3,310
Adjacent	107803010077002	BUSEVA ROZALIYA	\$4,340
Total			\$316,400



DEVELOPERS REIMBURSEMENT AGREEMENT & APPLICATION



(Ordinance 5273 & 5209)

DEVELOPERS LATECOMERS REIMBURSEMENT AGREEMENT APPLICATION

By Resolution No. 05-16

KMC 5.60*

*Use separate form for sanitary sewer construction serving existing residential lots developed before 1995. See KAC 12-88 and KMC 5.64

Project Location/Name 527 E 23rd Ave, Kennewick, WA
Desert Pines Subdivision

Date Application Received _____

Improvement Type (water, sanitary sewer, storm sewer, or street when the street is located within Southridge Sub Area Plan) Water and Sewer

Applicant Name Marina Infante Zuniga and Lucio Mendoza

Address 203212 E SR 397, Kennewick, WA 99337

Phone No. 509-551-5145

Fax No. _____

E-mail address bentonbuildersllc@hotmail.com

x	Letter requesting that the City consider forming a Latecomers Reimbursement Agreement, with explanation and justification of why one should be considered. (See note*)
x	Minimum Application fee – \$500 for each separate utility (water, sewer, storm); \$1,000 for street system improvement, plus \$200 for each separate parcel in the benefit area. Fees adjusted annually for inflation from date of KMC 5.60
x	Legal description of property to be served
x	Project Plans
x	Site plan
x	Map, or diagram of the proposed project location and proposed assessment reimbursement area, prepared by a licensed engineer
x	Ownership reports on properties within the proposed benefit area describing the number, size, and owners of the properties
x	Engineer prepared cost estimate for the total project, based upon the plans prepared by a civil engineer. Cost estimate for the portion of the project estimated to benefit other properties and exceeding the requirements for the development of the developer's property in conformance with AASHTO design standards, City standards, and ordinances.

* Note: At a minimum, the project must include improvements, which utilize private funds to install public water, sanitary sewer, or storm sewer improvements and appurtenances, with the estimated future benefit to other properties costing more than seven thousand dollars (\$7,000) or 5% of the developer's similar utility cost, whichever is greater. Said \$7,000 limit to be adjusted annually from the date of the ordinance creating KMC 5.60, or the latest amendment thereto, in accordance with the ENR (Engineering News Record) Seattle Construction Cost Index.

Or, collector or arterial street system improvements with the estimated future benefit to other properties costing more than One Hundred Thousand Dollars (\$100,000.00).

DEVELOPER PRELIMINARY LATECOMERS REIMBURSEMENT AGREEMENT - KMC 5.60

Facility Contract

Water or storm sewer or sanitary sewer or collector or arterial street.

THIS AGREEMENT entered into this date by and between the City of Kennewick, Washington hereinafter called "City", and _____, hereinafter called "Owner";

WITNESSETH:

WHEREAS, the City has, by resolution adopted by the City Council, on the _____ day of _____, 20 ____, approved the construction of facilities by the Owner(s) to a certain tract of land and established a preliminary or land assessment reimbursement area and preliminary pro rata share of costs, NOW THEREFORE,

IT IS AGREED AS FOLLOWS:

1. Owner(s) of land herein described and set forth in Exhibit A shall construct at his (their) expense, the facility as per construction plans signed and approved by the City Engineer and as described in Exhibit A. Said facility shall be constructed in accordance with the City Standard Specifications and Drawings in effect governing the construction and specifications for facilities of such type, and subject to the approval of the City Engineer or his agent.

Exhibit A: includes legal description of owner property together with a written description of the improvements proposed to be constructed, that will benefit the properties in the reimbursement area, together with a legal description of the property(s) that have contributed to the cost of the improvements.

2. It is the intent of the Developer Preliminary Latecomers Agreement, that for a period of twenty (20) years from date of the City Council's adoption of the Final Latecomers Reimbursement Agreement, that any person, firm, or corporation owning real estate and not contributing to the original cost of such facility, who subsequently connects into or uses the same, shall pay a fair pro rata share of the cost of construction of said facility in accordance with the schedule and reimbursement area map set forth in Exhibit B, which is attached hereto and incorporated herein by reference as though fully set forth.

Exhibit B: includes a description of each tract of land within the reimbursement area, with the preliminary assessment amount contemplated to be assessed against each property. (Preliminary reimbursement area assessment roll).

3. Upon completion of construction of the extension and its acceptance by the City Engineer, the facility shall become a part of the municipal system of the City. Maintenance and operation costs of said facilities after acceptance shall be borne by the City, except for work and corrections covered by the contractor's one-year warranty bond.
4. It is the intent of the Developer Preliminary Latecomers Reimbursement Agreement that following completion of construction and passage of a Developer Final Latecomers Reimbursement Agreement, by the City Council, that no person, firm, or corporation shall be granted a permit or be authorized by the City to connect into or use any such facility, or extensions thereof, during the period of time prescribed in Paragraph (2) of this contract without first paying to the City, in addition to any and all other costs and charges made and assessed for such connection or use, the amount required by the provisions of the contract under which the facility so connected onto or used or constructed, as set forth in Exhibit B. All amounts so received by the municipality, less a handling, processing, and administration fee equal to ten percent (10%) of the reimbursement collected, shall be remitted to the Owner(s)

or assignee within sixty (60) days after the receipt thereof. After expiration of this time prescribed in Paragraph 2 of the contract, City standard fees in effect at the time will apply.

5. It is the intent of the Developer Preliminary Latecomers Reimbursement Agreement, that following passage of a Developer Final Latecomers Reimbursement Agreement by the City Council, that whenever any connection is made onto the facility described in Paragraph (1) under this contract without such payment having first been made in accordance with Exhibit B, the City may remove or cause to be removed, such unauthorized connection and all connecting lines or pipe located in the facility right-of-way, and dispose of such material removed without any liability whatsoever.
6. Owner(s) hereunder is/are an independent contractor and not an agent or employee of the City.
7. Owner(s) agree to pay to the City a handling, processing, and administrative fee of ten percent (10%) of all reimbursements collected by the City on behalf of the owner.
8. Owner(s) release and waive any claims for any liability of the City, its officials, agents, and employees in the establishment and enforcement of the Developer Preliminary and Final Latecomers Reimbursement Agreement.
9. It is the intent of the Developer Preliminary Latecomers Reimbursement Agreement that following completion of construction and passage of a Developer Final Latecomers Reimbursement Agreement, by the City Council, that the City shall not be responsible for locating any beneficiary or survivor entitled to benefits by or through a Developer Final Latecomers Reimbursement Agreement. Any funds collected under the Developer Final Latecomers Reimbursement Agreement that are unclaimed by Owner(s) after ninety (90) days from the payment of each latecomer's assessment, shall be returned to the parties making payment to the City, if they may be reasonably found, minus a ten percent (10%) city handling, processing and administration fee. After one hundred and twenty (120) days from the payment of each latecomer's assessment, any remaining undeliverable funds shall inure to the benefit of the appropriate utility and/or fund approved by City Council.
10. It is the intent of the Developer Preliminary Latecomers Reimbursement Agreement that following completion of construction and passage of a Developer Final Latecomers Reimbursement Agreement, by the City Council, that the City in no way guarantees payment of assessments by latecomers, or enforceability of assessments, or enforceability of the Developer Final Latecomers Reimbursement Agreement, or the amount(s) thereof against such persons or property. Nor will the offices or finances of the City be used for enforcement or collection of latecomer obligations beyond those duties specifically undertaken by the City herein. It shall be the obligations of the Owner(s) to take whatever authorized means are available to enforce payment of latecomer assessments within the term of the Developer Final Latecomers Reimbursement Agreement; and Owner(s) is hereby authorized to take such actions.

DATED at City of Kennewick, Washington, this ____ day of _____, 20 ____.

Developer/Owner(s)

Developer/Owner(s)

City Manager

DEVELOPER FINAL LATECOMERS REIMBURSEMENT AGREEMENT - KMC 5.60

Facility Contract

Water or storm sewer or sanitary sewer or collector or arterial street.

THIS AGREEMENT entered into this date by and between the City of Kennewick, Washington hereinafter called "City", and _____, hereinafter called "Owner";

WITNESSETH:

WHEREAS, the City has by resolution adopted by the City Council on the _____ day of _____, 20 ____, approved the construction of facilities by the Owner(s) to a certain tract of land and established an assessment reimbursement area and pro rata share of costs; NOW THEREFORE,

IT IS AGREED AS FOLLOWS:

1. Owner(s) of land herein described and set forth in Exhibit A have constructed at his (their) expense the facility as per construction plans signed and approved by the City Engineer and as described in Exhibit A. Said facility has been constructed in accordance with the City Standard Specifications and Drawings in effect governing the construction and specifications for facilities of such type, and subject to the approval of the City Engineer or his agent.

Exhibit A: includes legal description of owner's property together with a written description of the improvements constructed, that will benefit the properties in the reimbursement area, together with a legal description of the property(s) that have contributed to the cost of the improvements.

2. It is the intent of the Developer Final Latecomers Reimbursement Agreement, that for a period of twenty (20) years from the date of the City Council's adoption of this Developer Final Latecomers Reimbursement Agreement, that any person, firm, or corporation owning real estate and not contributing to the original cost of such facility, who subsequently connects into or uses the same, shall pay a fair pro rata share of the cost of construction of said facility in accordance with the schedule and reimbursement area map set forth in Exhibit B, which is attached hereto and incorporated herein by reference as though fully set forth.

Exhibit B: includes a description of each tract of land within the reimbursement area, with the final assessment amount contemplated to be assessed against each non-participating property. (Final reimbursement area assessment roll).

3. With completion of construction of the facility and its acceptance by the City Engineer, the facility will become a part of the municipal system of the City. Maintenance and operation costs of said facilities will be borne by the City, except for work and corrections covered by the contractor's one-year warranty bond.
4. Upon adoption of this Developer Final Latecomers Reimbursement Agreement by the City Council, no person, firm, or corporation shall be granted a permit or be authorized by the City to connect into or use any such facility, or extensions thereof, during the period of time prescribed in Paragraph (2) of this agreement without first paying to the City, in addition to any and all other costs and charges made and assessed for such connection or use, the amount required by the provisions of the contract under which the facility so connected onto or used or constructed, as set forth in Exhibit B. All amounts so received by the municipality, less a handling, processing and administration fee equal to ten percent (10%) of the reimbursement collected, shall typically be remitted to the Owner(s) or assignee, within sixty (60) days after

the receipt thereof, and per the provisions of KMC Chapter 5.60. After expiration of the time prescribed in Paragraph 2 of the contract, City standard fees in effect at the time will apply.

5. Whenever any connection is made onto the facility described in Paragraph (1) under this contract without such payment having first been made in accordance with Exhibit B, the City may remove or cause to be removed, such unauthorized connection and all connecting lines or pipe located in the facility right-of-way, and dispose of such material removed without any liability whatsoever.
6. Owner(s) hereunder is an independent contractor and not an agent or employee of the City.
7. Owner(s) agrees to pay to the City a handling, processing and administrative fee equal to ten percent (10%) of all reimbursements collected by the City on behalf of the owner.
8. Owner(s) releases and waives any claims for any liability of the City, its officials, agents, and employees in the establishment and enforcement of this Developer Final Latecomers Reimbursement Agreement.
9. The City shall not be responsible for locating any beneficiary or survivor entitled to benefits by or through this Developer Final Latecomers Reimbursement Agreement. Any funds collected under this Developer Final Latecomers Reimbursement Agreement that are unclaimed by Owner(s) after ninety (90) days from the payment of each latecomer's assessment, shall be returned to the parties making payment to the City, if they may be reasonably found, minus a ten percent (10%) city handling, processing and administration fee. After one hundred and twenty (120) days from the payment of each latecomer's assessment, any remaining undeliverable funds shall inure to the benefit of the appropriate utility and/or fund approved by City Council.
10. The City in no way guarantees payment of assessments by latecomers, or enforceability of assessments, or enforceability of this Developer Final Latecomers Reimbursement Agreement, or the amount(s) thereof against such persons or property. Nor will the offices or finances of the City be used for enforcement or collection of latecomer obligations beyond those duties specifically undertaken by the City herein. It shall be the obligations of the Owner(s) to take whatever authorized means are available to enforce payment of latecomer assessments within the term of this Developer Final Latecomers Reimbursement Agreement; and Owner(s) is hereby authorized to take such actions.

DATED at City of Kennewick, Washington, this _____ day of _____, 20 ____.

Developer/Owner(s)

Developer/Owner(s)

Attest:

City Clerk

Mayor

Approved as to Form:

City Attorney

Preliminary Latecomers Agreement

Desert Pines Water and Sewer Extension

City Council – January 16, 2024

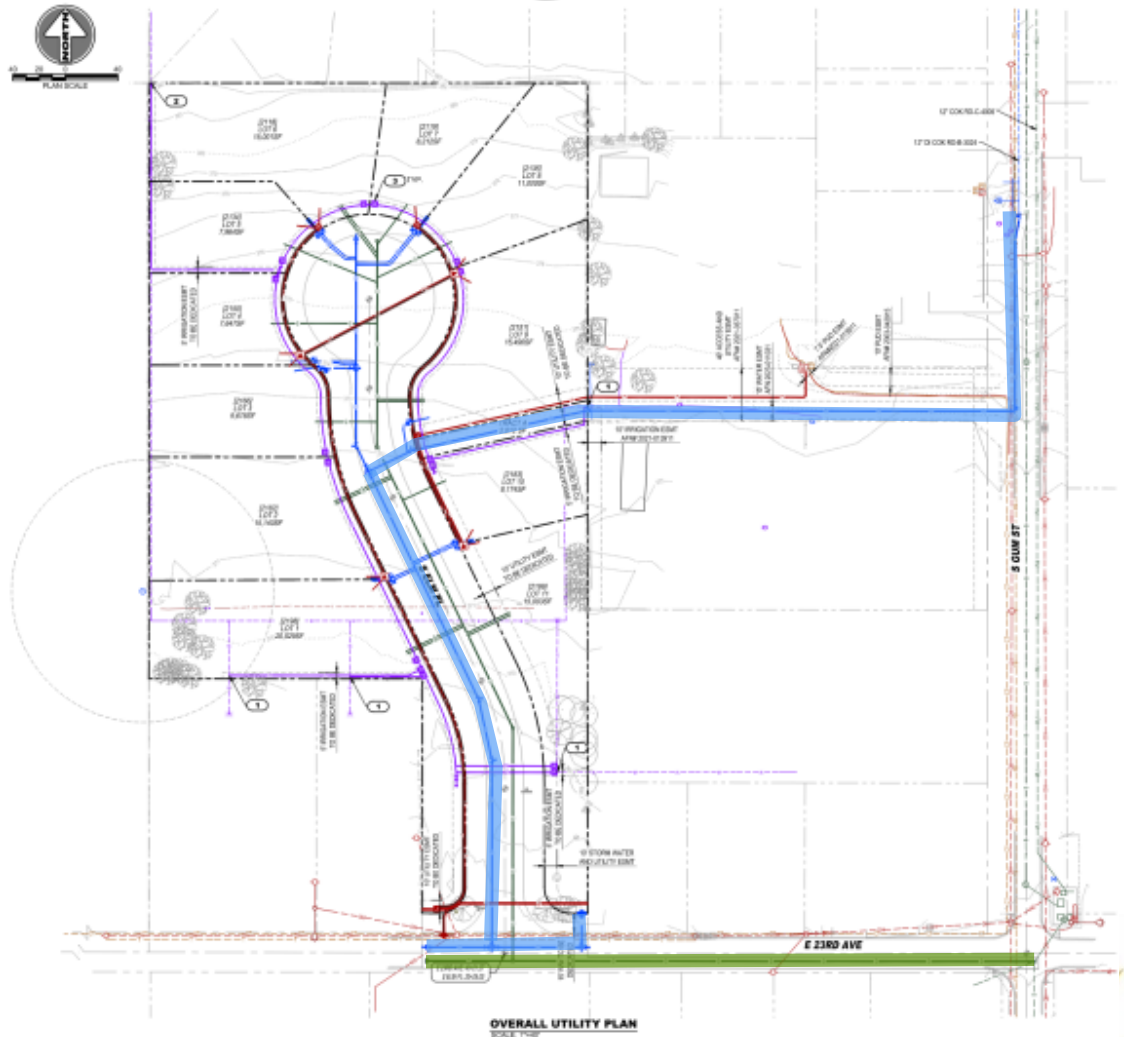
Martin Nelson, Stormwater and Solid Waste Program Engineer



Preliminary Latecomers Agreement

Proposed Water and Sewer Infrastructure

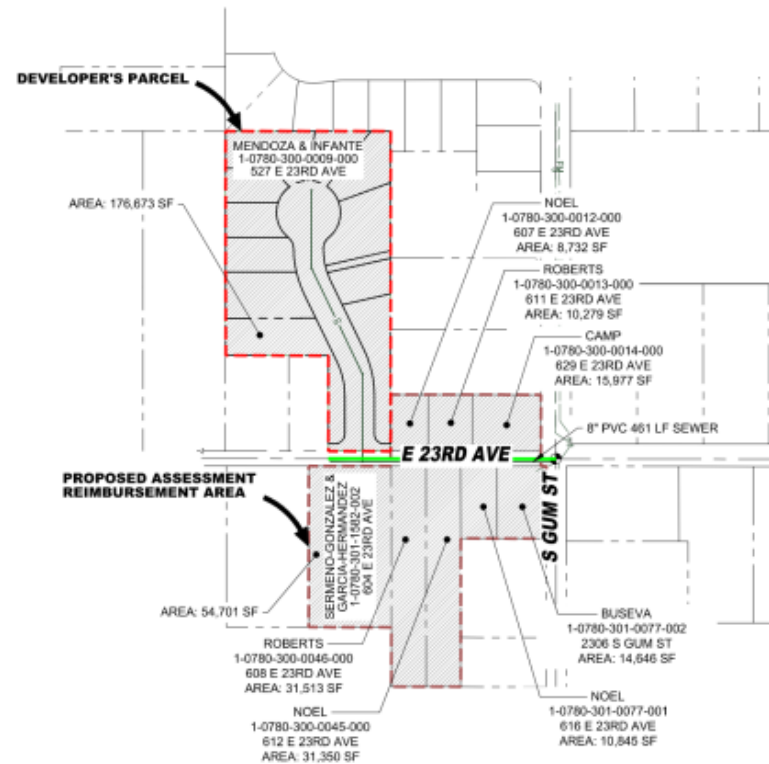
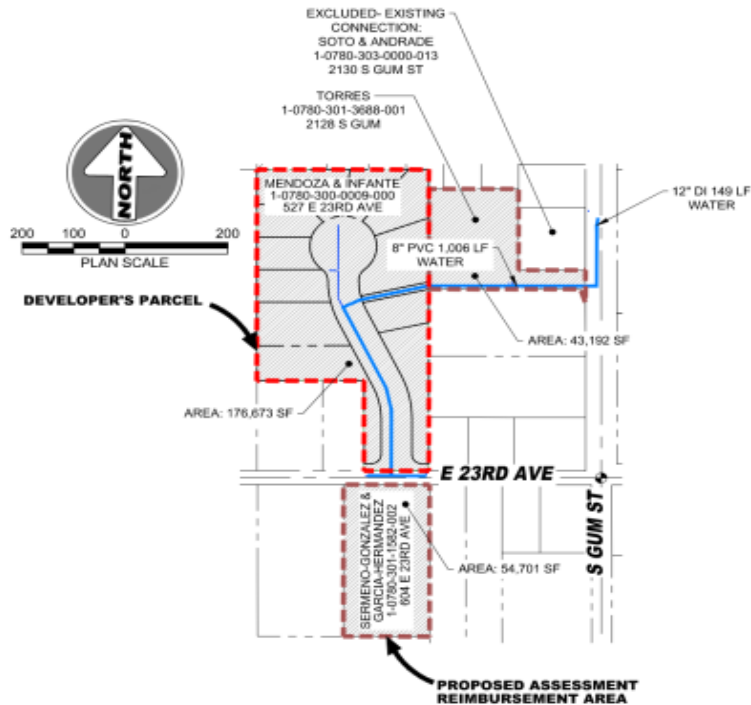
- *KMC 5.60 allows for Latecomer Agreements for the installation of water, sewer, storm, and street infrastructure.*
- *Owner of 527 E. 23rd Ave. proposes to construct 1155 l.f. of water mainline and associated hydrants and fitting as well as 458 l.f. of sanitary sewer system in E. 23rd Ave., in S. Gum St. and through private property.*



Preliminary Latecomers Agreement

Parties Benefiting
Water Infrastructure

Sewer Infrastructure



Nine properties could benefit from connecting to City water sewer in the future if their well or septic system fails.

Preliminary Latecomers Agreement

□ Preliminary Reimbursement Amount

- *This Latecomer Agreement would require reimbursement should the parties connect in the next twenty years.***
- *Total engineering, and construction costs, including tax and permitting is estimated to be \$316,400.00.***
- *The owner of the property at 2128 S. Gum St. participated in the project, by providing an easement across and will not be party to the reimbursement agreement.***
- *The value of the reimbursement by the parties to the preliminary agreement is based on a per acre share of the total area of benefiting properties as shown on Exhibit B of the Agreement.***
- *The final reimbursement amount will be based on actual construction costs and brought to council for adoption.***



Preliminary Latecomers Agreement

Water and Sewer - Proposed Allocation of Cost

Water Extension

Total Water Extension Construction Cost (8" Water Lines) = \$216,430

	Parcel #	Owner	Property Area (sf)	% of Area	Proposed Allocation of Costs
Developer	107803000009000	MENDOZA LUCIO G & INFANTE MARINA	176,673	64.3%	\$139,260.00
Adjacent	107803013688001	TORRES GUILLERMO & BEATRIZ	43,192	15.7%	\$34,050.00
Adjacent	107803011582002	SERMENO-GONZALEZ FLORENTINO & GARCIA-HERMANDEZ TERESA	54,701	19.9%	\$43,120.00
		Total	274,566	100.0%	\$216,430.00

Method of Allocation: Percent of total area along water line extension.

Note - Water line extension cost is based on 8" water lines in Gum St. Developer is requesting that the City of Kennewick reimburse for the cost associated with upsizing the line to 12" on Gum St.

Sewer Extension

Total Sewer Extension Construction Cost = \$96,382

	Parcel #	Owner	Property Area (sf)	% of Area	Proposed Allocation of Costs
Developer	107803000009000	MENDOZA LUCIO G & INFANTE MARINA	176,673	49.8%	\$48,000.00
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Adjacent	107803000013000	ROBERTS DEVIN D	10,279	2.9%	\$2,790.00
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Adjacent	107803010077002	BUSEVA ROZALIYA	14,646	4.1%	\$3,980.00
Adjacent	107803011582002	SERMENO-GONZALEZ FLORENTINO & GARCIA-HERMANDEZ TERESA	54,701	15.4%	\$14,860.00
		Total	354,716	100.0%	\$96,370.00

Method of Allocation: Percent of total area along sewer line extension

Combined Utility Allocation of Costs

Application Fee per lot = \$360



Preliminary Latecomers Agreement

Water and Sewer - Proposed Allocation of Cost

	Parcel #	Owner	Proposed Allocation of Costs
Developer	107803000009000	MENDOZA LUCIO G & INFANTE MARINA	\$187,620
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Adjacent	107803000013000	ROBERTS DEVIN D	\$3,150
Adjacent	107803000014000	CAMP CHARLES M & CHRISTINA M	\$4,700
Adjacent	107803000045000	NOEL RICK	\$8,880
Adjacent	107803000046000	ROBERTS PAUL	\$8,920
Adjacent	107803010077001	NOEL RICK	\$3,310
Adjacent	107803010077002	BUSEVA ROZALIYA	\$4,340
		Total	\$316,400



Preliminary Latecomers Agreement

Questions?



Council Agenda Coversheet	Agenda Item Number: 7.a. Agenda Item Type: General Business Item Subject: Horse Heaven Hills Wind Farm Department: City Manager Ord/Reso # Project #	Council Date: 1/16/2024 Category: Other
	Contract # Permit #	
<u>Recommendation</u> Staff recommends that Council send a letter expressing support for a strong public involvement in the Energy Site Evaluation Council's decision regarding the application to install a wind and solar farm in the Horse Heaven Hills. <u>Motion for Consideration</u> I move to authorize the Mayor to sign the letter to the Energy Facility Site Evaluation Council as presented. <u>Summary</u> Following City Council's approval on April 6, 2021, the Mayor was authorized to sign a letter expressing opposition to the proposed wind and solar farm at Horse Heaven Hills. Presently, the Energy Facility Site Evaluation Council (EFSEC) is nearing the end of its evaluation of the project application. TRI-CITIES C.A.R.E.S., a local grassroots coalition of concerned citizens, has advocated for transparency, preservation of the natural environment, and the well-being of the economy and quality of life for the community in balance with the Wind and Solar Farm Project. Tri-Cities CARES has been actively involved in the EFSEC process and reports that on December 20, 2023, after the EFSEC Monthly Meeting, a special session focused on Mitigation Issues for the Horse Heaven Hills Wind and Solar Project. Per Tri-Cities Cares, EFSEC appears to have paid attention to the concerns about the magnitude and severity of impacts (including wildlife, cultural, visual, and aerial firefighting) documented in the EIS, the adjudication and public comments, by TC CARES, the Yakama Nation, Benton County, local residents, the local officials and other organizations and to all those who opposed the project. EFSEC voted on directing staff to develop a Council Mitigation Option that the project be significantly reduced -- removing the most objectionable wind turbines along the northern lease boundary. This will reduce the size and area of the project by 50 percent or more. EFSEC has scheduled a January 24, 2024, meeting at which they will likely discuss and vote on their recommendation to the Governor. EFSEC has yet to announce how and when the public will be allowed to comment on the final recommendation. Tri-Cities CARES has requested that City Council authorize the Mayor to sign and send the proposed letter to EFSEC included in the council packet. The letter requests EFSEC to make the final draft report and decision documents available publicly and allow the public adequate time to review and provide meaningful comment to EFSEC before they take final action. <u>Alternatives</u> The Council may amend the proposed letter or elect to take no action. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Letter		



Leading the Way

January 16, 2024

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Subject: Horse Heaven Hills Wind and Solar Project

Dear Ms. Bumpus and Chair Drew:

I am writing on behalf of the City of Kennewick to express our strong support for the critical mitigation measures being considered by EFSEC for the Horse Heaven Hills Wind and Solar Project.

We received the January 4, 2024 email notice that EFSEC has scheduled the next Monthly Council Meeting for January 24, 2024. Although the official agenda for the meeting has not yet been released, it is expected that the Council will be discussing and possibly voting on its final recommendation to the Governor regarding the project.

We are requesting that you make the final draft report and decision documents available publically and allow the public adequate time to review and provide meaningful comment to the Council before the Council takes a final action.

Thank you for your attention to this matter.

Sincerely,

Gretl J. Crawford
Mayor

Office of the Mayor

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Council Agenda Coversheet	Agenda Item Number: 7.b. Council Date: 1/16/2024	Category: Other
	Agenda Item Type: General Business Item Subject: Endorsement of Wind Farm Permitting Legislation Pertaining to Aerial Firefighting Measures Department: City Manager Ord/Reso # Project #	Contract # Permit #
<u>Recommendation</u> Staff recommends Council endorse SB 6188/HB 2117. <u>Motion for Consideration</u> I move to endorse SB 6188/HB 2117. <u>Summary</u> State Senator Matt Boehnke and Representative Stephanie Barnard have introduced new legislation, (SB 6188/HB 2117), authorizing authorities to address aerial firefighting aspects as part of permitting processes for communities at risk of wildfires. The proposed bill is included in the council packet for review. Formal endorsement empowers elected officials, our contract lobbyists, and staff to advocate passage of this legislation. <u>Alternatives</u> The Council may decline the opportunity to endorse the legislation. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. HB 2117		

BILL REQUEST - CODE REVISER'S OFFICE

BILL REQ. #: H-2257.1/24

ATTY/TYPIST: MFW:jlb

BRIEF DESCRIPTION: Authorizing authorities to address aerial firefighting aspects as part of permitting processes for communities at risk of wildfires.

AN ACT Relating to authorizing authorities to address aerial firefighting aspects as part of permitting processes for communities at risk of wildfires; adding a new section to chapter 35.63 RCW; adding a new section to chapter 35A.63 RCW; adding a new section to chapter 36.70 RCW; adding a new section to chapter 80.50 RCW; and creating new sections.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

NEW SECTION. **Sec. 1.** The legislature finds that areas of Washington are at increasing risk in the frequency and severity of wildfires due to climate change. The legislature further finds that fighting wildfires with aerial firefighting can save lives, property, wildlife, habitat, and important cultural resources. Communities that have fought wildfires from sweeping through and destroying their lives and homes want better government policies that consider and address this threat. Therefore, the legislature is amending procedures for the siting of utility-scale wind turbines to improve the safety of the public in areas most at risk for wildfires.

NEW SECTION. **Sec. 2.** A new section is added to chapter 35.63 RCW to read as follows:

A permit required under this chapter for a utility-scale wind energy facility, as defined in RCW 70A.550.010, may address aerial firefighting and wildfire suppression concerns in a similar manner to the requirements authorized in section 4 of this act. This includes, but is not limited to, location adjustments or reduction in the height of the wind turbine or associated structures so that it does not interfere or endanger aerial firefighting and wildfire suppression efforts.

NEW SECTION. **Sec. 3.** A new section is added to chapter 35A.63 RCW to read as follows:

A permit required under this chapter for a utility-scale wind energy facility, as defined in RCW 70A.550.010, may be processed in a manner to address aerial firefighting and wildfire suppression concerns in a similar manner to the requirements authorized in section 4 of this act. This includes, but is not limited to, location adjustments or reduction in the height of the wind turbine or associated structures so that it does not interfere or endanger aerial firefighting and wildfire suppression efforts.

NEW SECTION. **Sec. 4.** A new section is added to chapter 36.70 RCW to read as follows:

(1) The county must consider, as part of the permitting process for a utility-scale wind energy facility as defined in RCW 70A.550.010, whether installation of such a facility or facilities will be an obstruction to aerial firefighting and wildfire suppression efforts in a manner that jeopardizes property, human lives, habitat, and cultural resources in areas that are designated as high risk for wildfires by the department of natural resources, are designated as high risk of wildfire in the most recent Washington state wildland fire protection strategic plan, or have had wildfires near the communities that have received aerial firefighting suppression in the last decade.

(2) If the county determines that the location and height of any structure associated with a utility-scale wind energy facility will obstruct or substantially endanger the ability of aerial fire suppression aircraft to be able to effectively suppress fires within and surrounding a town, city, urban area, or populated county area, the county may require location adjustments or reduction in the height of the wind turbine or associated structures so that it does not interfere or endanger aerial firefighting and wildfire suppression efforts. The county must consider the location, terrain, fire history, and proximity of people and developed properties to the proposed project, and the cumulative effect posed by the

structures associated with the utility-scale wind energy facility in combination with any existing structures in the area.

(3) The county may seek out and consider information provided by wildfire suppression experts at the department of natural resources, the state fire marshal, local fire agencies, and pilots, and companies that provide aerial fire suppression services regarding how a particular turbine configuration and location may impede or endanger aerial fire suppression activities in an area.

(4) The county must add to its applications for permitting of a utility-scale wind energy facility a requirement for the applicant to demonstrate how the height, location, and configuration of the turbines are not an unreasonable impediment and endangerment of aerial fire suppression activities.

NEW SECTION. **Sec. 5.** A new section is added to chapter 80.50 RCW to read as follows:

(1) The council must consider, as part of the permitting process for a utility-scale wind energy facility as defined in RCW 70A.550.010, whether installation of such a facility or facilities will be an obstruction to aerial firefighting and wildfire suppression efforts in a manner that jeopardizes property, human lives, habitat, and cultural resources in areas that are designated as high risk for wildfires by the department of natural resources, are designated as high risk of wildfire in the most recent Washington state wildland fire protection strategic plan, or have had wildfires near the communities that have received aerial firefighting suppression in the last decade.

(2) If the council determines that the location and height of any structure associated with a utility-scale wind energy facility will obstruct or substantially endanger the ability of aerial fire suppression aircraft to be able to effectively suppress fires in and surrounding a town, city, urban area, or populated county area, the council may require location adjustments or reduction in the height of the wind turbine or associated structures so that it does not

interfere or endanger aerial firefighting and wildfire suppression efforts. The council must consider the location, terrain, fire history, and proximity of people and developed properties to the proposed project, and the cumulative effect posed by the structures associated with the utility-scale wind energy facility in combination with any existing structures in the area.

(3) The council may seek out and consider information provided by wildfire suppression experts at the department of natural resources, the state fire marshal, local fire agencies, and pilots, and companies that provide aerial fire suppression services regarding how a particular turbine configuration and location may impede or endanger aerial fire suppression activities in an area.

(4) The council must add to its applications for permitting of a utility-scale wind energy facility a requirement for the applicant to demonstrate how the height, location, and configuration of the turbines are not an unreasonable impediment and endangerment of aerial fire suppression activities.

NEW SECTION. **Sec. 6.** The state and county must ensure that utility-scale wind energy facilities that have not been constructed by the effective date of this section are in compliance with the provisions of this act.

NEW SECTION. **Sec. 7.** If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

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