



City Council Regular Meeting Agenda

January 7, 2025 at 6:30 PM

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

Revised January 6, 2025, to remove the closed session.

Meetings are broadcast live 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

- Proclamation: National Mentoring Month January 2025
- Retirement Recognition: Marco Montebianco, Police Department, 22 Years of Service

2. VISITORS - Regarding Items on the Agenda

This is an opportunity for visitors to share their perspective regarding any item on the agenda except public hearing topics (if any). Comments may not exceed three minutes.

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: December 3, 2024, City Council Regular Meeting**
Motion to approve the minutes of the December 3, 2024, City Council regular meeting as presented.
- Meeting Minutes: December 17, 2024, City Council Regular Meeting**
Motion to approve the minutes of the December 17, 2024, City Council regular meeting as presented.
- 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 2024 in the amount of \$842,841.43 comprised of check numbers 27790-27891 in the amount of \$389,139.09 and electronic transfers in the amount of \$453,702.34.
- Claims Roster: Columbia Park Golf Course Account**
Motion to approve the Claims Roster for the Columbia Park Golf Course Account for November 2024 in the amount of \$49,396.20 comprised of check numbers 2908-2918 in the amount of \$10,664.06 and electronic transfers in the amount of \$38,732.14.
- Payroll Roster: For the Pay Period Ending 12/15/2024**
Motion to approve the Payroll Roster for the pay period ending 12/15/2024.

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.

f. **Board & Commission Vacancy: Arts Commission Appointment**

Motion to approve the Interview Committee's recommendation to appoint Warren Hughs to Position 4 using the City Clerk's recommended termination date of March 31, 2027.

g. **Board & Commission Vacancy: Historic Preservation Commission Appointments**

Motion to approve the Interview Committee's recommendation to appoint Kim Simmons to Position 2 with a term expiring in 2026 and Thomas Smith to Position 3 with a term expiring in 2027.

h. **Board & Commission Vacancy: Planning Commission Appointments**

Motion to approve the Interview Committee's recommendation for the appointment of Douglas Perez to Position 6 using the City Clerk's recommended term expiring March 31, 2028, and Ana Rahimlou to Position 7, with a term expiring March 31, 2028.

i. **Board & Commission Vacancy: Parks & Recreation Commission Appointment**

Motion to approve the Interview Committee's recommendation to appoint Ryan Nell to Position 2 with a term expiring March 31, 2026.

j. **Resolution: Authorizing Investment in the Local Government Investment Pool and Repealing Resolution No. 14-16**

Motion to adopt the resolution as presented.

5. ORDINANCES/RESOLUTIONS

6. PUBLIC HEARINGS/MEETINGS

7. NEW BUSINESS

8. UNFINISHED BUSINESS

9. VISITORS - General Topics

This is an opportunity for visitors to share their perspective regarding topics of a general nature. Comments may not exceed three minutes.

10. COUNCIL COMMENTS/DISCUSSION

11. CONCLUSION



Proclamation

WHEREAS, January 2025 marks the annual observance of National Mentoring Month, a nationwide campaign to celebrate and promote the power of mentoring relationships; and

WHEREAS, mentoring provides meaningful connections that positively impact the lives of both mentors and mentees, fostering personal growth, educational success, and social-emotional development; and

WHEREAS, mentors serve as role models, guiding young people through challenges and encouraging them to reach their full potential, helping to build a brighter future for our communities; and

WHEREAS, organizations like MENTOR Washington and other local mentoring programs such as the Big Bro Joe Foundation and Communities in Schools of Benton-Franklin Counties play a vital role in training mentors, supporting mentees, and strengthening communities by fostering these invaluable relationships; and

WHEREAS, National Mentoring Month calls upon individuals, businesses, schools, faith communities, and civic organizations to become engaged in mentoring, ensuring every young person has access to caring and supportive guidance; and

WHEREAS, the City of Kennewick recognizes the importance of mentoring as a proven strategy to increase school engagement, reduce risky behaviors, improve mental health outcomes and inspire young people to achieve success;

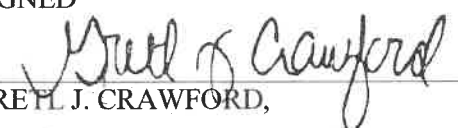
NOW, THEREFORE, I, GRETLE CRAWFORD, Mayor of the City of Kennewick, do hereby proclaim January 2025 as

NATIONAL MENTORING MONTH

in the City of Kennewick and encourage all residents to celebrate the dedicated mentors who make a difference in the lives of others, to consider becoming a mentor, and to support local mentoring programs that strengthen our community and future.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be hereunto affixed this 7th day of January 2025.

SIGNED


GRETLE J. CRAWFORD,
Mayor

ATTEST


KRYSTAL TOWNSEND,
City Clerk

Council Agenda Coversheet	Item Number: 4.a. Date: 1/7/2025 Item Type: General Business Item	
	Subject: Meeting Minutes: December 3, 2024, City Council Regular Meeting Department: Executive Services	
<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the minutes of the December 3, 2024, City Council regular meeting as presented. <u>Summary</u> At the December 17, 2024, meeting, the motion for these minutes erroneously referred to the November 5, 2024, meeting. Therefore, it is necessary to approve the minutes under this action. The City Clerk has prepared action-format meeting minutes for City Council's consideration. The change is limited to the motion; the minutes have not been amended. <u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Minutes - Draft		

**CITY OF KENNEWICK
CITY COUNCIL REGULAR MEETING
December 3, 2024**

City Council Present – In Person:

Gretl Crawford, Mayor
Loren Anderson, Councilmember
Brad Beauchamp, Councilmember

Jason McShane, Councilmember
Jim Millbauer, Councilmember
John Trumbo, Councilmember

City Staff Present:

Erin Erdman, City Manager
Laurencio Sanguino, City Attorney
Jessica Platt, Finance Director
Steve Donovan, Planning Manager
John Cowling, Public Works Director
Chris Guerrero, Police Chief
Chad Michael, Fire Chief
Cary Roe, Deputy City Manager
Lisa Beaton, Deputy City Manager
Krystal Townsend, City Clerk

Nick Farline, Parks Director
Cody Lewis, IT Director
Chad Crouch, Executive Services Director
Alisha Piper, Planner
**Dana Dollarhyde, Exec Assistant/Lead
Communications Specialist**

1. CALL TO ORDER

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

Ms. Townsend stated all Councilmembers were in attendance with the exception of Chuck Torelli, Mayor Pro Tem and a quorum was established.

Mayor Crawford explained Mayor Pro Tem Torelli gave advance notice he is traveling for business and had asked that his absence be excused.

MOTION:	Councilmember Millbauer moved to excuse the absence of Mayor Pro Tem Torelli.
SECOND:	Councilmember Anderson.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (6-0).

Councilmember Millbauer led the pledge of allegiance. There were no invocations.

2. VISITORS: None.

3. APPROVAL OF AGENDA

MOTION:	Councilmember Millbauer moved to approve the agenda as presented.
SECOND:	Councilmember Anderson.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (6-0).

4. CONSENT AGENDA

MOTION:	Councilmember Anderson moved to approve the consent agenda as presented.
SECOND:	Councilmember Millbauer.
VOTE:	The motion passed unanimously (6-0).

- a. **Meeting Minutes: November 19, 2024, City Council Regular Meeting**
Motion to approve the minutes of the November 19, 2024, City Council regular meeting as presented.
- b. **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 October 2024 in the amount of \$1,383,004.48 comprised of check numbers 27697-27789 in the amount of \$351,306.68 and electronic transfers in the amount of \$1,031,697.80
- c. **Claims Roster: Columbia Park Golf Course Account**
Motion to approve the Claims Roster for the Columbia Park Golf Course Account for October 2024 in the amount of \$43,554.99, comprised of check numbers 2892-2907 in the amount of \$6,180.06 and electronic transfers in the amount of \$37,374.93
- d. **Payroll Roster: For the Pay Period Ending 11/15/2024**
Motion to approve the Payroll Roster for the pay period ending 11/15/2024.
- e. **Approval of 2025 Lodging Tax Advisory Committee (LTAC) Recommendations**
Motion to approve the 2025 lodging tax funding recommendations as submitted by the City's Lodging Tax Advisory Committee (LTAC).
- f. **Northwest High Intensity Drug Trafficking Area (HIDTA) 2025 Contracts**
Motion to authorize the City Manager to sign service agreements with the Northwest HIDTA contractors for 2025.
- g. **Bid Award: Light Industrial Area (LIA) Utility Extensions**
Motion to award P2211-24 Light Industrial Area (LIA) Utility Extensions project to Culbert Construction, Inc. in the amount of \$2,700,733.29 plus a 10% contingency amount of \$270,000.00 for a total amount of \$2,970,733.29
- h. **Bid Award: Quinault & Columbia Center Blvd. Intersection Improvements Contract**
Motion to award Contract P2011-24 Quinault & Columbia Center Blvd. Intersection Improvements to Apollo Inc. in the amount of \$1,678,944.13 plus a 10% contingency of \$167,894.41, for a total amount of \$1,846,838.54 and authorize the City Manager to execute the contract.
- i. **Resolution 24-24: Setting the Public Hearing Date for Assumption of the Transportation Benefit District**
Motion to adopt the resolution as presented.
- j. **Financing Agreement: Benton County Emergency Services 800 MHz Radio Project between Richland, Pasco, Kennewick, Benton County, and Franklin County.**
Motion to approve the Benton County Emergency Services 800 MHz Radio Project Interlocal Financing Agreement as presented.

5. **ORDINANCES/RESOLUTIONS:**

a. **Ordinance 24-6073: Mini-Storage Development Standards - Amending Kennewick Municipal Code 18.12.130 and Repealing KMC 18.12.180**

Mr. Donovan provided a staff report and responded to Council's questions.

Ms. Townsend read the ordinance title into the record:

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTION 18.12.130 AND REPEALING SECTION
18.12.180 OF THE KENNEWICK MUNICIPAL CODE

MOTION:	Councilmember Millbauer moved to adopt the resolution as presented.
SECOND:	Councilmember Beauchamp.
DISCUSSION:	Council deliberated the matter and asked additional questions. Ms. Erdman, Mr. Donovan and Ms. Townsend answered the questions raised.
VOTE:	The motion passed unanimously (6-0).

The City Clerk assigned ordinance number 24-6073.

b. **Ordinance 24-6074: Reducing the Lot Width of Rowhouses and Townhomes in Residential Medium and High Density Zones, Amending Kennewick Municipal Code 18.12.010 A.2**

Ms. Piper provided a staff report and responded to Council questions.

Ms. Townsend read the ordinance title into the record:

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTION 18.12.010 A.2 OF THE KENNEWICK
MUNICIPAL CODE

MOTION:	Councilmember Anderson moved to adopt the ordinance as presented.
SECOND:	Councilmember Millbauer.
DISCUSSION:	Councilmember Beauchamp addressed his involvement in bringing this matter forward for approval; he state he would abstain from voting. Council debated the merits of the ordinance and potential implications to the development standards. Ms. Townsend explained adoption of ordinances requires the majority of the entire body, not just those voting.
VOTE:	The motion passed unanimously (5-0-1 with Councilmember Beauchamp abstaining).

The City Clerk assigned ordinance number 24-6074.

6. **PUBLIC HEARING:** None.

7. **NEW BUSINESS:** None.

8. **UNFINISHED BUSINESS:** None.

9. **VISITORS:**

Two visitors expressed their concerns regarding recent encounters with aggressive dogs roaming freely. They urged the Council to implement ordinances that would permit individuals to protect themselves, their property, and others, including animals, by using firearms.

10. COUNCIL COMMENTS/DISCUSSION:

Councilmembers reported on their respective activities, upcoming events, items of concern to include comments regarding animal control.

Ms. Erdman announced upcoming topics for the December Council meetings.

11. ADJOURNMENT: Mayor Crawford concluded the meeting at 7:32 p.m.

DRAFT

Krystal Townsend, CMC, CPRO
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:

<https://kennewickwa.new.swagit.com/videos/321754>

Council Agenda Coversheet	Item Number: 4.b. Date: 1/7/2025 Item Type: General Business Item	
	Subject: Meeting Minutes: December 17, 2024, City Council Regular Meeting Department: Executive Services	
<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the minutes of the December 17, 2024, City Council regular meeting as presented. <u>Summary</u> The City Clerk has prepared action-format meeting minutes for City Council's consideration. <u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Minutes - Draft		

**CITY OF KENNEWICK
CITY COUNCIL REGULAR MEETING
December 17, 2024**

City Council Present – In Person:

Gretl Crawford, *Mayor*
Chuck Torelli, *Mayor Pro Tem*
Loren Anderson, *Councilmember*
Brad Beauchamp, *Councilmember*

Jason McShane, *Councilmember*
Jim Millbauer, *Councilmember*
John Trumbo, *Councilmember*

City Staff Present:

Erin Erdman, *City Manager*
Laurencio Sanguino, *City Attorney*
Jessica Platt, *Finance Director*
Chad Crouch, *Executive Services Director*
Nick Farline, *Parks Director*
Chris Guerrero, *Police Chief*
Chad Michael, *Fire Chief*
Cary Roe, *Deputy City Manager*
Lisa Beaton, *Deputy City Manager*
Krystal Townsend, *City Clerk*

Steve Donovan, *Planning Manager*
John Cowling, *Public Works Director*
BJ Moos, *Police Commander*
Robert Ball, *Deputy Fire Chief*
Dana Dollarhyde, *Exec Assistant/Lead Communications Specialist*

1. CALL TO ORDER

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

Ms. Townsend stated all Councilmembers were in attendance and a quorum was established.

Councilmember Trumbo led the pledge of allegiance. There were no invocations.

2. VISITORS: None.

3. APPROVAL OF AGENDA

MOTION: Mayor Pro Tem Torelli moved to approve the agenda as presented.

SECOND: Councilmember McShane.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

4. CONSENT AGENDA

MOTION: Mayor Pro Tem Torelli moved to approve the consent agenda as presented.

SECOND: Councilmember McShane.

VOTE: The motion passed unanimously (7-0).

a. Meeting Minutes: December 3, 2024, City Council Regular Meeting

Motion to approve the minutes of the November 5, 2024, City Council regular meeting as presented.

b. Meeting Minutes: December 10, 2024, City Council Workshop Meeting

Motion to approve the minutes of the December 10, 2024, City Council workshop meeting as presented.

c. Claims Roster: November 2024

Motion to approve the Claims Roster for November 2024 in the amount of \$5,422,740.29 comprised of electronic payments and check numbers 317091-317477.

d. Payroll Roster: For the Pay Period Ending 11/30/24

Motion to approve the Payroll Roster for the pay period ending 11/30/2024.

e. ARPA Funded Park Improvement Contracts: Playgrounds at Lawrence Scott Park, Underwood Park, & Canyon Lakes Park and Civic Complex Restroom Replacement

Motion to approve the four APRA-funded contracts as proposed for enhancing the playgrounds at Underwood Park, Lawrence Scott Park, and Canyon Lakes Park, as well as for the restroom replacement at the civic complex.

f. Project Funding: Wastewater Treatment Plant Phase II (WWTP PH 2) Reallocation of Funding Sources

Motion to authorize the reallocation of project funding sources to utilize an additional \$791,665 of available ARPA funds.

g. Interlocal Agreement: Work Crew Services with Benton County

Motion to approve the work crew interlocal agreement as presented.

h. Acceptance of Work: 2024 Bituminous Surface Treatment (BST) Seal Coat Project

Motion to accept the work of Tommer Construction Company for contract P2402-24, 2024 Bituminous Surface Treatment Seal Coat Project, in the amount of \$522,575.24.

i. Interlocal Agreement and Roadway Easement with Benton County: Parcel # 124893000003001

Motion to approve the interlocal agreement and the public roadway easement between Benton County and the City of Kennewick for W 56th Ave within Parcel 124893000003001.

j. Boards and Commissions: 2025 Council Committee Assignments

Motion to approve the 2025 Council committee assignments as presented.

5. ORDINANCES/RESOLUTIONS:

a. Ordinance 24-6075: Change of Zone from RL to IL located at 803 S. Steptoe St.

Mayor Crawford explained the Appearance of Fairness Doctrine associated with this quasi-judicial matter. She instructed Council to ask to be recognized if their answer to any of the following questions was “yes”:

- 1. Do you have any interest in the property or the application, or do you own property within 300’ of the subject property?*
- 2. Will you stand to gain or lose any financial benefit as a result of the outcome of this proceeding?*
- 3. Are you unable to consider the application in a fair and objective manner?*
- 4. Have you engaged in any ex-parte communications with either proponents or opponents?*

No Councilmember came forward to answer affirmatively to these questions. Mayor Crawford announced it was established the Council could consider this matter fairly.

Mr. Donovan provided a staff report and responded to Council’s questions.

Ms. Townsend read the ordinance title into the record:

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN REAL
PROPERTY WITHIN THE CITY OF KENNEWICK LOCATED AT 803 S STEPTOE
AND AN UNIDENTIFIED PARCEL FROM RESIDENTIAL LOW (RL)
TO INDUSTRIAL LIGHT (IL)

MOTION: Mayor Pro Tem Torelli moved to adopt the ordinance as presented.
SECOND: Councilmember Millbauer.
DISCUSSION: None.
VOTE: **The motion passed unanimously (7-0).**

The City Clerk assigned ordinance number 24-6075.

b. **Ordinance 24-6076: Clearing and Grading - Amending Kennewick Municipal Code 18.72**

Mr. Donovan provided a staff report and responded to Council's questions.

Ms. Townsend read the ordinance title into the record:

AN ORDINANCE RELATING TO ZONING AND AMENDING CHAPTER 18.72
OF THE KENNEWICK MUNICIPAL CODE

MOTION: Councilmember Anderson moved to adopt the ordinance as presented.
SECOND: Councilmember McShane.
DISCUSSION: None.
VOTE: **The motion passed unanimously (7-0).**

The City Clerk assigned ordinance number 24-6076.

c. **Ordinance 24-6077: Fall Budget Adjustment**

Ms. Platt provided a staff report and together with Ms. Erdman, responded to Council's questions.

Ms. Townsend read the ordinance title into the record:

AN ORDINANCE PROVIDING FOR MODIFICATION OF THE 2023/2024 BIENNIAL BUDGET

MOTION: Mayor Pro Tem Torelli moved to adopt the ordinance as presented.
SECOND: Councilmember McShane.
DISCUSSION: None.
VOTE: **The motion passed unanimously (7-0).**

The City Clerk assigned ordinance number 24-6077.

6. **PUBLIC HEARING:**

a. **Ordinance 24-6078: Assumption of the Transportation Benefit District**

Ms. Beaton provided a staff report and together with Ms. Platt, responded to Council's questions.

Mayor Crawford opened the public hearing at 6:58 p.m.

A citizen spoke regarding the importance of spending tax dollars responsibly.

Mayor Crawford closed the public hearing at 7:00 p.m.

Ms. Townsend read the ordinance title into the record:

AN ORDINANCE OF THE CITY OF KENNEWICK, WASHINGTON
ASSUMING THE RIGHTS, POWERS, FUNCTIONS, IMMUNITIES, AND OBLIGATIONS
OF THE KENNEWICK TRANSPORTATION BENEFIT DISTRICT;
PROVIDING SEVERABILITY AND AN EFFECTIVE DATE

MOTION: Mayor Pro Tem Torelli moved to adopt the ordinance as presented.
SECOND: Councilmember McShane.
DISCUSSION: None.
VOTE: **The motion passed (6-1) with Councilmember Trumbo dissenting.**

The City Clerk assigned ordinance number 24-6078.

7. NEW BUSINESS:

a. Collective Bargaining: Kennewick Police Management Association (KPMA)

Mr. Crouch provided a staff report and responded to Council's questions.

MOTION: Mayor Pro Tem Torelli moved to approve the collective bargaining agreement as presented.
SECOND: Councilmember Millbauer.
DISCUSSION: The council engaged in a thorough discussion regarding the issue, taking into account several key factors: the cost associated with the proposed pay increase, the overall scale of the increase in relation to the total budget, a comparison of previous cost of living adjustments and pay raises, and the necessity of offering competitive wages to retain high-quality staff. They also acknowledged that while citizens may not see an increase in their own wages, they are being asked to contribute more through taxes.
VOTE: **The motion passed (6-1) with Councilmember Trumbo dissenting.**

8. UNFINISHED BUSINESS: None.

9. VISITORS:

A visitor spoke in regards to property tax letters the County is sending to small businesses in Kennewick. He asked for Council's support in resolving the matter fairly and equitably for all business owners.

A visitor spoke in appreciation of Council's thoughtful comments regarding the importance to cut costs rather than solely relying on increased taxes.

10. COUNCIL COMMENTS/DISCUSSION:

Councilmembers and Ms. Erdman reported on their respective activities, upcoming events, recent accomplishments, boards and commissions, and general items of concern.

11. ADJOURNMENT: Mayor Crawford concluded the meeting at 7:39 p.m.

DRAFT

Krystal Townsend, CMC, CPRO
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:

<https://kennewickwa.new.swagit.com/videos/323047>

Council Agenda Coversheet	Item Number: 4.c. Item Type: General Business Item Subject: Claim Roster: Toyota Center Operations and Box Office Accounts Department: Finance	Date: 1/7/2025						
								
<u>Recommendation</u> Staff recommends that Council approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2024 as presented.								
<u>Motion for Consideration</u> Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2024 in the amount of \$842,841.43 comprised of check numbers 27790-27891 in the amount of \$389,139.09 and electronic transfers in the amount of \$453,702.34.								
<u>Summary</u> The payments on this Claims Roster are comprised of the following issuances during the period 11/1/2024-11/30/2024: <table><tr><td>Check numbers 27790-27891:</td><td>\$389,139.09</td></tr><tr><td>Electronic payments (EFT):</td><td>\$453,702.34</td></tr><tr><td>Total</td><td>\$842,841.43</td></tr></table>			Check numbers 27790-27891:	\$389,139.09	Electronic payments (EFT):	\$453,702.34	Total	\$842,841.43
Check numbers 27790-27891:	\$389,139.09							
Electronic payments (EFT):	\$453,702.34							
Total	\$842,841.43							
<u>Alternatives</u>								
<u>Fiscal Impact</u> \$842,841.43								
Attachments: 1. Claims Roster								

**Toyota Center and Arena
Claims Roster
November 30,2024**

Date	Check	Method	Name	Amount
<u>TOYO Sterling Operating Account</u>				
11/01/24		Wire Transfer	King Beverage (00000486)	6,561.55
	11/01/24	3037040	Beer	6,561.55
	101413	• Inventory - Beer	Beer	6,561.55
11/01/24		Wire Transfer	Southern Glazer's of WA (00002855)	2,529.89
	11/01/24	4847829	Liquor	2,529.89
	101415	• Inventory - Liquor	Liquor	2,529.89
11/01/24	27790	Auto Check	Andrew Veitenheimer (00004117)	240.00
	11/01/24	Adult League Refund	Adult League Refund	240.00
	105005	• Adult Hockey League	Adult League Refund	240.00
11/01/24	27791	Auto Check	Athletica Sport Systems Inc (00003517)	2,559.89
	11/01/24	422549	Hockey Side Glass	2,559.89
	107601	• Ice-Related Expenses	PO4917 - Hockey Side Glass	2,559.89
11/01/24	27792	Auto Check	Baskin Robbins (00002754)	3,188.50
	11/01/24	2437	Third Party Sales	1,266.18
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,266.18
	11/01/24	1933	Third Party Sales	1,135.95
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,135.95
	11/01/24	1711	Third Party Sales	786.37
	104690	• Concession Sales - Third Party Expense	Third Party Sales	786.37
11/01/24	27793	Auto Check	Bobablastic (00003078)	1,100.95
	11/01/24	2437	Third Party Sales	407.77
	104690	• Concession Sales - Third Party Expense	Third Party Sales	407.77
	11/01/24	1933	Third Party Sales	306.60
	104690	• Concession Sales - Third Party Expense	Third Party Sales	306.60
	11/01/24	1711	Third Party Sales	386.58
	104690	• Concession Sales - Third Party Expense	Third Party Sales	386.58
11/01/24	27794	Auto Check	Brashear Electric, Inc. (00002756)	896.78
	11/01/24	42032	Set up for Foreigner	896.78
	107212	• Building Repairs & Maintenance	Set up for Foreigner	896.78
11/01/24	27795	Auto Check	Canon Solutions (00002757)	25.11
	11/01/24	6009562210	Copier Maintenance - UMT	25.11
	107105	• Printing / Copying	Copier Maintenance - UMT	25.11
11/01/24	27796	Auto Check	Carmen Contreras (00002762)	1,233.95
	11/01/24	2437	Third Party Sales	434.42
	104690	• Concession Sales - Third Party Expense	Third Party Sales	434.42
	11/01/24	1933	Third Party Sales	384.74
	104690	• Concession Sales - Third Party Expense	Third Party Sales	384.74
	11/01/24	1711	Third Party Sales	414.79
	104690	• Concession Sales - Third Party Expense	Third Party Sales	414.79
11/01/24	27797	Auto Check	Chapala Express (00002758)	3,182.46
	11/01/24	2437	Third Party Sales	1,307.15
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,307.15
	11/01/24	1933	Third Party Sales	914.78
	104690	• Concession Sales - Third Party Expense	Third Party Sales	914.78
	11/01/24	1711	Third Party Sales	960.53
	104690	• Concession Sales - Third Party Expense	Third Party Sales	960.53
11/01/24	27798	Auto Check	City of Kennewick - Water (00002858)	12,603.63
	11/01/24	59714	Water	12,603.63
	107219	• Water	Water	12,603.63

Date	Check	Method	Name				Amount
11/01/24	27799	Auto Check	Coca-Cola (00000213)				3,434.28
	11/01/24	Beverage Credit	Management Fee Reversal			-9,437.57	
				Due To/From TRCC	-9,437.57		
	11/01/24	1396793	Beverage Credit			-64.00	
	101411	• Inventory - Food	Beverage Credit			-64.00	
	11/01/24	157684	Beverages			6,936.00	
	101411	• Inventory - Food	Beverages			6,936.00	
	11/01/24	161915	Beverages			5,999.85	
	101411	• Inventory - Food	Beverages			5,999.85	
11/01/24	27800	Auto Check	Concessions Supply (00002860)				845.11
	11/01/24	97654	Food			845.11	
	101411	• Inventory - Food	Food			845.11	
11/01/24	27801	Auto Check	Craig Bond (00002810)				687.50
	11/01/24	LTS: Oct 2024	LTS: Oct 2024			687.50	
	107304	• Contracted Services	LTS: Oct 2024			687.50	
11/01/24	27802	Auto Check	Culligan Water Conditioning (00002766)				264.18
	11/01/24	800780172	Bottle Water			132.09	
	107201	• Tools & Supplies	Bottle Water			132.09	
	11/01/24	122627	Bottle Water			132.09	
	107201	• Tools & Supplies	Bottle Water			132.09	
11/01/24	27803	Auto Check	Deputy Corporation (00004080)				7,337.25
	11/01/24	INV02572558	Time Clock Set Up			7,337.25	
	109010	• Capital Improvements	Time Clock Set Up			3,668.63	
				Due To/From TRCC	3,668.62		
11/01/24	27804	Auto Check	Doggie Style Gourmet (00002767)				3,310.61
	11/01/24	2437	Third Party Sales			1,378.75	
	104690	• Concession Sales - Third Party Expense	Third Party Sales			1,378.75	
	11/01/24	1933	Third Party Sales			1,041.98	
	104690	• Concession Sales - Third Party Expense	Third Party Sales			1,041.98	
	11/01/24	1711	Third Party Sales			889.88	
	104690	• Concession Sales - Third Party Expense	Third Party Sales			889.88	
11/01/24	27805	Auto Check	Enterprise Rent A Car (00002931)				135.21
	11/01/24	37239757	Car Rental			135.21	
	104315	• Reimbursed Event Rentals	Car Rental - Foreigner			135.21	
11/01/24	27806	Auto Check	Exclusively Expo (00002795)				1,182.35
	11/01/24	66882	Vinyl			1,182.35	
	107201	• Tools & Supplies	PO4923 - Vinyl			1,182.35	
11/01/24	27807	Auto Check	Ferrell Gas (00002769)				559.96
	11/01/24	1128183368	Propane			559.96	
	107214	• Fuel & Vehicle Costs	Propane			279.98	
				Due To/From TRCC	279.98		
11/01/24	27808	Auto Check	Franz Family Bakeries (00003310)		VOID		0.00
11/01/24	27809	Auto Check	Janine Adamson (00002809)				60.00
	11/01/24	LTS: Oct 2024	LTS: Oct 2024			60.00	
	107304	• Contracted Services	LTS: Oct 2024			60.00	
11/01/24	27810	Auto Check	Jennifer Bond (00002941)				1,575.00
	11/01/24	LTS: Oct 2024	LTS: Oct 2024			575.00	
	107304	• Contracted Services	LTS: Oct 2024			575.00	
	11/01/24	LTS Administration: Oct 2024	LTS Administration: Oct 2024			1,000.00	
	107304	• Contracted Services	LTS Administration: Oct 2024			1,000.00	
11/01/24	27811	Auto Check	Josh Bain (00004118)				240.00
	11/01/24	Adult League Refund	Adult League Refund			240.00	
	105005	• Adult Hockey League	Adult League Refund			240.00	

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>			<u>Amount</u>
11/01/24	27812	Auto Check	Kendrick Equipment (USA) LLC (00003867)			879.42
	11/01/24	U52219	Throttle Body - Zam		879.42	
	107211	• Equipment Repairs & Maintenance	PO4935 - Throttle Body - Zam	879.42		
11/01/24	27813	Auto Check	Michael Abbott (00002770)			432.00
	11/01/24	448-015394	Filta Fry Fryer Service		180.00	
	107508	• F&B Equipment Repairs & Maintenance	Filta Fry Fryer Service	180.00		
	11/01/24	448-015459	FiltaFry Fryer Service		252.00	
	107508	• F&B Equipment Repairs & Maintenance	FiltaFry Fryer Service	252.00		
11/01/24	27814	Auto Check	Oxarc (00002929)			724.85
	11/01/24	0032188115	CO2		681.64	
	104370	• Reimbursed Outside Event Expense	CO2 - Foreigner	681.64		
	11/01/24	0032191832	CO2 Pick Up		43.21	
	104370	• Reimbursed Outside Event Expense	CO2 Pick Up	43.21		
11/01/24	27815	Auto Check	PNW Signs & Designs (00003161)			135.88
	11/01/24	1512	Sign & Sticker Install		135.88	
	107314	• Signage Expense	Sign & Sticker Install	135.88		
11/01/24	27816	Auto Check	Popcorn NW (00002773)			3,204.70
	11/01/24	2437	Third Party Sales		1,333.06	
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,333.06		
	11/01/24	1933	Third Party Sales		1,057.83	
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,057.83		
	11/01/24	1711	Third Party Sales		813.81	
	104690	• Concession Sales - Third Party Expense	Third Party Sales	813.81		
11/01/24	27817	Auto Check	Reign Drop LLC (00003211)			910.97
	11/01/24	S4176-24-4666	Pizza		86.13	
	101411	• Inventory - Food	Pizza	86.13		
	11/01/24	S4176-24-4665	Pizza		164.63	
	101411	• Inventory - Food	Pizza	164.63		
	11/01/24	S4176-24-4667	Pizza		131.87	
	101411	• Inventory - Food	Pizza	131.87		
	11/01/24	S4176-24-4668	Pizza		86.13	
	101411	• Inventory - Food	Pizza	86.13		
	11/01/24	S4176-24-4671	Pizza		75.21	
	101411	• Inventory - Food	Pizza	75.21		
	11/01/24	S4176-24-4670	Pizza		103.33	
	101411	• Inventory - Food	Pizza	103.33		
	11/01/24	S4176-24-4669	Pizza		263.67	
	101411	• Inventory - Food	Pizza	263.67		
11/01/24	27818	Auto Check	Springhill Suites of Kennewick (00002726)			2,056.74
	11/01/24	206D500004482	Room Rentals		1,469.10	
	104370	• Reimbursed Outside Event Expense	Room Rental - Midland	293.82		
	104370	• Reimbursed Outside Event Expense	Room Rental - Jo Koy	220.37		
	104370	• Reimbursed Outside Event Expense	Room Rental - Midland	220.36		
	104370	• Reimbursed Outside Event Expense	Room Rental - Midland	293.82		
	104370	• Reimbursed Outside Event Expense	Room Rental - Jo Koy	220.36		
	104370	• Reimbursed Outside Event Expense	Room Rental - Midland	220.37		
	11/01/24	206D500004481	Room Rentals		587.64	
	104370	• Reimbursed Outside Event Expense	Room Rental: Jo Koy	293.82		
	104370	• Reimbursed Outside Event Expense	Room Rental: Jo Koy	293.82		
11/01/24	27819	Auto Check	Stuart Palmer (00004120)			240.00
	11/01/24	Adult League Refund	Adult League Refund		240.00	
	105005	• Adult Hockey League	Adult League Refund	240.00		
11/01/24	27820	Auto Check	Sunbelt Rentals, Inc. (00002783)			622.79
	11/01/24	160267103-0001	Manlift		622.79	
	107305	• General Rental Equipment	Manlift	622.79		
11/01/24	27821	Auto Check	Taco City (00003055)			2,453.07
	11/01/24	2437	Third Party Sales		931.14	
	104690	• Concession Sales - Third Party Expense	Third Party Sales	931.14		
	11/01/24	1933	Third Party Sales		744.16	
	104690	• Concession Sales - Third Party Expense	Third Party Sales	744.16		
	11/01/24	1711	Third Party Sales		777.77	
	104690	• Concession Sales - Third Party Expense	Third Party Sales	777.77		

Date	Check	Method	Name				Amount
11/01/24	27822	Auto Check	Taylor Lee Nelson (00003414)				126.00
	11/01/24	LTS: Oct 2024	LTS: Oct 2024			126.00	126.00
	107304	• Contracted Services	LTS: Oct 2024			126.00	
11/01/24	27823	Auto Check	The UPS Store (00002801)				490.05
	11/01/24	12410116308B055237	Posters			196.02	196.02
	107314	• Signage Expense	Posters			196.02	
	11/01/24	1241004630BC050993	Posters			294.03	294.03
	107314	• Signage Expense	Posters			294.03	
11/01/24	27824	Auto Check	Tim Berry (00002808)				171.00
	11/01/24	LTS: Oct 2024	LTS: Oct 2024			171.00	171.00
	107304	• Contracted Services	LTS: Oct 2024			171.00	
11/01/24	27825	Auto Check	Trevor Pisinger (00004119)				240.00
	11/01/24	Adult League Refund	Adult League Refund			240.00	240.00
	105005	• Adult Hockey League	Adult League Refund			240.00	
11/01/24	27826	Auto Check	Tri-City Americans (00000851)				8,054.24
	11/01/24	Pre Season Settle 9/15				8,278.24	8,278.24
	102150	• A/P Settlements	Pre Season Settle 9/15			8,278.24	
	11/01/24	Preseason card error adjust				-224.00	-224.00
	102220	• Unearned Ticket Sales	Credit card recalled preseason tournament			-224.00	
11/01/24	27827	Auto Check	US Foods (00002786)				11,116.68
	11/01/24	3521289	Food			5,816.34	5,816.34
	101411	• Inventory - Food	Food			5,266.37	
	101415	• Inventory - Liquor	Liquor			338.83	
	101413	• Inventory - Beer	Beer			211.14	
	11/01/24	3265328	Food			2,765.32	2,765.32
	101411	• Inventory - Food	Food			2,765.32	
	11/01/24	3406586	Food			77.54	77.54
	101411	• Inventory - Food	Food			77.54	
	11/01/24	3337812	Food			2,414.10	2,414.10
	101411	• Inventory - Food	Food			2,414.10	
	11/01/24	3225562	Food			43.38	43.38
	101411	• Inventory - Food	Food			43.38	
11/01/24	27828	Auto Check	USA Hockey (00003119)				250.00
	11/01/24	Sanction: Accidangle Fest	Sanction: Accidangle Fest			250.00	250.00
	107414	• Other Event Expense	Sanction: Accidangle Fest			250.00	
11/01/24	27829	Auto Check	VenuWorks, Inc. (00000894)				26,017.75
	11/01/24	19774	F&B Commissions			-1,362.80	-1,362.80
	102140	• Accrued Expenses - Other	F&B Commissions			-1,362.80	
	11/01/24	19771	Advertising Commissions			27,380.55	27,380.55
	102140	• Accrued Expenses - Other	Advertising Commissions			27,380.55	
11/01/24	27830	Auto Check	Victory Way Sports (00003164)				300.00
	11/01/24	6279	hockey helmets			300.00	300.00
	101411	• Inventory - Food	hockey helmets			300.00	
11/01/24	27831	Auto Check	Vistar Corporation (00002787)				1,757.04
	11/01/24	74028552	Food			1,757.04	1,757.04
	101411	• Inventory - Food	Food			1,757.04	
11/01/24	27832	Auto Check	WCP Solutions (00002788)				1,902.08
	11/01/24	13838633	Janitorial Supplies			572.46	572.46
	107203	• Janitorial Supplies	Janitorial Supplies			572.46	
	11/01/24	13838632	Janitorial Supplies			1,329.62	1,329.62
	107203	• Janitorial Supplies	Janitorial Supplies			1,329.62	
11/01/24	27833	Auto Check	Quality Signs (00002911)				1,616.91
	11/01/24	Down Payment - Wildhorse	Down Payment - Wildhorse			1,616.91	1,616.91
	107314	• Signage Expense	Down Payment - Wildhorse Sign Faces			1,616.91	
11/01/24	27834	Auto Check	Matias Vargas (00003909)				1,725.00
	11/01/24	Refund - Ramon Ayala - Suite	Refund - Ramon Ayala - Suite			1,725.00	1,725.00
	102210	• Unearned Event Deposits	Refund - Ramon Ayala - Suite			1,725.00	

Date	Check	Method	Name	Amount
11/05/24		Wire Transfer	Pepper Entertainment (00002656)	64,920.90
	11/05/24 102150	Foreigner Show Settle 10/16 • A/P Settlements	Foreigner Show Settle 10/16	64,920.90
11/04/24		Wire Transfer	Live Nation (00000517)	35,200.12
	11/04/24 102150	Midland Settle 10/26 • A/P Settlements	Midland Settle 10/26	35,200.12
11/05/24		Wire Transfer	Icon Entertainment (00002959)	227,380.98
	11/05/24 102150	Jo Koy Settle 10/25 • A/P Settlements	Jo Koy Settle 10/25	227,380.98
11/04/24		Wire Transfer	Odom East LLC (00003343)	940.92
	11/04/24 101413	16060252 Beer • Inventory - Beer	Beer	940.92
11/07/24		Wire Transfer	Toast Inc (00004170)	38,336.08
	11/07/24 109010	INV5265722 • Capital Improvements	Replace concession POS	38,336.08
11/12/24		Wire Transfer	King Beverage (00000486)	6,904.50
	11/12/24 101413	3040723 Beer • Inventory - Beer	Beer	6,904.50
11/12/24		Wire Transfer	Odom East LLC (00003343)	864.92
	11/12/24 101413	16075513 Beer • Inventory - Beer	Beer	864.92
11/15/24	27835	Auto Check	Advanced Protection Services, Inc. (00002751)	732.38
	11/15/24 107209	R156165 Vault Security Monitoring • Security & Fire Alarm System	Vault Security Monitoring	43.43
	11/15/24 107209	R156164 Temp Security Monitoring • Security & Fire Alarm System	Temp Security Monitoring	43.43
	11/15/24 107209	R156163 OpenEye Video Cloud • Security & Fire Alarm System	OpenEye Video Cloud	418.50
	11/15/24 107209	R156162 Fire Monitoring • Security & Fire Alarm System	Fire Monitoring	73.86
	11/15/24 107209	R156161 Ammonia Monitoring • Security & Fire Alarm System	Ammonia Monitoring	79.30
	11/15/24 107209	R156160 TA Fire Monitoring • Security & Fire Alarm System	TA Fire Monitoring	73.86
11/15/24	27836	Auto Check	Apollo Heating and Air Conditioning (00002933)	4,328.24
	11/15/24 107210	KS-940062182 HVAC Repair • HVAC Repairs & Maintenance	HVAC Repair	744.29
	11/15/24 107210	KS-940062343 HVAC Maintenance Contract • HVAC Repairs & Maintenance	HVAC Maintenance Contract	3,583.95
11/15/24	27837	Auto Check	Apollo Mechanical Contractors (00000063)	35,965.57
	11/15/24 109010	24100781 Heat Pump Install • Capital Improvements	PO4664 - Heat Pump Install	35,965.57
11/15/24	27838	Auto Check	Ascentis Corporation (00002983)	1,730.02
	11/15/24 107070	SI-174944 NOVA5000 • Payroll Processing	NOVA5000	1,730.02
11/15/24	27839	Auto Check	Baskin Robbins (00002754)	6,785.99
	11/15/24 104690	3781 Third Party Sales • Concession Sales - Third Party Expense	Third Party Sales	1,565.50
	11/15/24 104690	1870 Third Party Sales • Concession Sales - Third Party Expense	Third Party Sales	1,206.27
	11/15/24 104690	2701 Third Party Sales • Concession Sales - Third Party Expense	Third Party Sales	1,266.04
	11/15/24 104690	3198 Third Party Sales • Concession Sales - Third Party Expense	Third Party Sales	1,662.46
	11/15/24 104690	2226 Third Party Sales • Concession Sales - Third Party Expense	Third Party Sales	1,085.72

Date	Check	Method	Name			Amount
11/15/24	27840	Auto Check	Bobablastic (00003078)			2,697.25
11/15/24	3781		Third Party Sales		654.13	654.13
104690	• Concession Sales - Third Party Expense		Third Party Sales	654.13		
11/15/24	1870		Third Party Sales		375.98	375.98
104690	• Concession Sales - Third Party Expense		Third Party Sales	375.98		
11/15/24	2701		Third Party Sales		501.91	501.91
104690	• Concession Sales - Third Party Expense		Third Party Sales	501.91		
11/15/24	3198		Third Party Sales		647.67	647.67
104690	• Concession Sales - Third Party Expense		Third Party Sales	647.67		
11/15/24	2226		Third Party Sales		517.56	517.56
104690	• Concession Sales - Third Party Expense		Third Party Sales	517.56		
11/15/24	27841	Auto Check	Brashear Electric, Inc. (00002756)			1,793.56
11/15/24	42078		Set Up for Jo Koy		896.78	896.78
104327	• Reimbursed Contract Labor		Set Up for Jo Koy	896.78		
11/15/24	42077		Set Up for Midland		896.78	896.78
104327	• Reimbursed Contract Labor		Set Up for Midland	896.78		
11/15/24	27842	Auto Check	Canon Financial Services, Inc (00002793)			409.34
11/15/24	36241211		Copier Contract		409.34	409.34
107105	• Printing / Copying		Copier Contract	204.67		
			Due To/From TRCC	204.67		
11/15/24	27843	Auto Check	Carmen Contreras (00002762)			2,902.16
11/15/24	3781		Third Party Sales		563.20	563.20
104690	• Concession Sales - Third Party Expense		Third Party Sales	563.20		
11/15/24	1870		Third Party Sales		477.44	477.44
104690	• Concession Sales - Third Party Expense		Third Party Sales	477.44		
11/15/24	2701		Third Party Sales		681.47	681.47
104690	• Concession Sales - Third Party Expense		Third Party Sales	681.47		
11/15/24	3198		Third Party Sales		666.24	666.24
104690	• Concession Sales - Third Party Expense		Third Party Sales	666.24		
11/15/24	2226		Third Party Sales		513.81	513.81
104690	• Concession Sales - Third Party Expense		Third Party Sales	513.81		
11/15/24	27844	Auto Check	Chapala Express (00002758)			7,273.67
11/15/24	3781		Third Party Sales		2,113.97	2,113.97
104690	• Concession Sales - Third Party Expense		Third Party Sales	2,113.97		
11/15/24	1870		Third Party Sales		1,285.03	1,285.03
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,285.03		
11/15/24	2701		Third Party Sales		1,399.33	1,399.33
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,399.33		
11/15/24	3198		Third Party Sales		1,404.22	1,404.22
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,404.22		
11/15/24	2226		Third Party Sales		1,071.12	1,071.12
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,071.12		
11/15/24	27845	Auto Check	Chisholm's Saw & Supply, Inc. (00002760)			273.70
11/15/24	83655		Zamboni Knives Maintenance		273.70	273.70
107201	• Tools & Supplies		Zamboni Knives Maintenance	273.70		
11/15/24	27846	Auto Check	CI Information Management (00002840)			130.81
11/15/24	0173698		Shred Service		130.81	130.81
107304	• Contracted Services		Shred Service	130.81		
11/15/24	27847	Auto Check	City of Kennewick - Misc (00002830)			7,500.00
11/15/24	16011		Audit Costs 2024		7,500.00	7,500.00
107303	• Professional Fees		Audit Costs 2024	7,500.00		
11/15/24	27848	Auto Check	Coca-Cola (00000213)			6,507.85
11/15/24	162385		Beverages		6,547.85	6,547.85
101411	• Inventory - Food		Beverages	6,031.85		
101413	• Inventory - Beer		Beer	516.00		
11/15/24	1403440		CO2 Credit		-40.00	-40.00
101413	• Inventory - Beer		CO2 Credit	-40.00		
11/15/24	27849	Auto Check	Cougar Digital Marketing & Design (00002861)			109.00
11/15/24	14165		Website Maintenance		109.00	109.00
107302	• Venue Marketing & Non-Event Advertising		Website Maintenance	109.00		

Date	Check	Method	Name	Amount
11/15/24	27850	Auto Check	Culligan Water Conditioning (00002766)	24.46
	11/15/24	800781435	Bottle Water	24.46
	107201	• Tools & Supplies	Bottle Water	24.46
11/15/24	27851	Auto Check	DevFuzion (00000278)	6,105.77
	11/15/24	26127	Network Support Service	5,918.27
	107104	• IT Support Services	Network Support Service	2,959.13
			Due To/From TRCC	2,959.14
	11/15/24	26202	Website Updates	187.50
	107302	• Venue Marketing & Non-Event Advertising	Website Updates	187.50
11/15/24	27852	Auto Check	Doggie Style Gourmet (00002767)	6,181.36
	11/15/24	3781	Third Party Sales	1,758.21
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,758.21
	11/15/24	1870	Third Party Sales	684.89
	104690	• Concession Sales - Third Party Expense	Third Party Sales	684.89
	11/15/24	2701	Third Party Sales	1,274.56
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,274.56
	11/15/24	3198	Third Party Sales	1,455.76
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,455.76
	11/15/24	2226	Third Party Sales	1,007.94
	104690	• Concession Sales - Third Party Expense	Third Party Sales	1,007.94
11/15/24	27853	Auto Check	Ellerd, Hultgrenn & Dahlhauser, LLP (00003744)	210.00
	11/15/24	5047	Legal Services	210.00
	107303	• Professional Fees	Legal Services	210.00
11/15/24	27854	Auto Check	Enterprise Rent A Car (00002931)	390.05
	11/15/24	37340111	Car Rental	233.67
	104315	• Reimbursed Event Rentals	Car Rental - Midland	233.67
	11/15/24	37321376	Car Rental	156.38
	104315	• Reimbursed Event Rentals	Car Rental - Jo Koy	156.38
11/15/24	27855	Auto Check	Gamache Landscaping, Inc. (00002798)	92.40
	11/15/24	1654	Irrigation Repair	92.40
	107213	• Grounds Repairs & Maintenance	Irrigation Repair	92.40
11/15/24	27856	Auto Check	GoTo Communications, Inc. (00003770)	1,304.51
	11/15/24	IN7103361856	Phone Services	1,304.51
	107205	• Communications	Phone Services	652.25
			Due To/From TRCC	652.26
11/15/24	27857	Auto Check	Kennewick Ranch & Home (00003069)	57.59
	11/15/24	2410-712542	Vehicle Parts Return	-31.52
	107214	• Fuel & Vehicle Costs	PO4961 - Vehicle Parts Return	-31.52
	11/15/24	2410-712508	Vehicle Parts	89.11
	107214	• Fuel & Vehicle Costs	Vehicle Parts	89.11
11/15/24	27858	Auto Check	Loomis (00002895)	367.86
	11/15/24	13602004	Armored Car Service	367.86
	107304	• Contracted Services	Armored Car Service	183.93
			Due To/From TRCC	183.93
11/15/24	27859	Auto Check	MD Draft Team (00002835)	434.80
	11/15/24	4891-19	Equipment Maintenance	434.80
	107508	• F&B Equipment Repairs & Maintenance	Equipment Maintenance	434.80
11/15/24	27860	Auto Check	Michael Abbott (00002770)	180.00
	11/15/24	448-015537	FiltaFry Fryer Service	180.00
	107508	• F&B Equipment Repairs & Maintenance	FiltaFry Fryer Service	180.00
11/15/24	27861	Auto Check	Oxarc (00002929)	86.81
	11/15/24	0061876753	CO5	86.81
	104370	• Reimbursed Outside Event Expense	CO5 - Foreigner	43.40
	104370	• Reimbursed Outside Event Expense	CO5 - Jo Koy	43.41
11/15/24	27862	Auto Check	Pacific Breeze (00003739)	359.88
	11/15/24	9865590	Deodorizer Service	359.88
	107304	• Contracted Services	Deodorizer Service	359.88

Date	Check	Method	Name			Amount
11/15/24	27863	Auto Check	Popcorn NW (00002773)			7,520.31
11/15/24	104690	•	Third Party Sales		2,084.36	2,084.36
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	2,084.36	
11/15/24	104690	•	Third Party Sales		910.03	910.03
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	910.03	
11/15/24	104690	•	Third Party Sales		1,496.79	1,496.79
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	1,496.79	
11/15/24	104690	•	Third Party Sales		1,923.53	1,923.53
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	1,923.53	
11/15/24	104690	•	Third Party Sales		1,105.60	1,105.60
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	1,105.60	
11/15/24	27864	Auto Check	Reign Drop LLC (00003211)		VOID	0.00
11/15/24	27865	Auto Check	Roto-Rooter (00002782)			2,049.00
11/15/24	107212	•	Plumbing Repairs		1,024.50	1,024.50
11/15/24	107212	•	Building Repairs & Maintenance	Plumbing Repairs	1,024.50	
11/15/24	107212	•	Plumbing Repair		1,024.50	1,024.50
11/15/24	107212	•	Building Repairs & Maintenance	Plumbing Repair	1,024.50	
11/15/24	27866	Auto Check	Sinclair Broadcast Group Inc (00003197)			2,125.00
11/15/24	107402	•	TV Ads		2,125.00	2,125.00
11/15/24	107402	•	Event Advertising	TV Ads - Trevi	2,125.00	
11/15/24	27867	Auto Check	Springhill Suites of Kennewick (00002726)			133.63
11/15/24	104370	•	Room Rental		133.63	133.63
11/15/24	104370	•	Reimbursed Outside Event Expense	Room Rental - PBR	133.63	
11/15/24	27868	Auto Check	StageRight (00003123)			820.69
11/15/24	107201	•	Barricade Equipment		820.69	820.69
11/15/24	107201	•	Tools & Supplies	Barricade Equipment	820.69	
11/15/24	27869	Auto Check	Staples Advantage (00002740)			110.42
11/15/24	107102	•	Chair Mats		110.42	110.42
11/15/24	107102	•	Office Supplies	PO4943 - Chair Mats	110.42	
11/15/24	27870	Auto Check	Stephens Media Group (00002844)		VOID	0.00
11/15/24	27871	Auto Check	Sunbelt Rentals, Inc. (00002783)			904.70
11/15/24	104370	•	Rentals		904.70	904.70
11/15/24	104370	•	Reimbursed Outside Event Expense	Rentals - Jo Koy	904.70	
11/15/24	27872	Auto Check	Taco City (00003055)			4,790.17
11/15/24	104690	•	Third Party Sales		1,099.35	1,099.35
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	1,099.35	
11/15/24	104690	•	Third Party Sales		758.66	758.66
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	758.66	
11/15/24	104690	•	Third Party Sales		923.55	923.55
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	923.55	
11/15/24	104690	•	Third Party Sales		1,174.92	1,174.92
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	1,174.92	
11/15/24	104690	•	Third Party Sales		833.69	833.69
11/15/24	104690	•	Concession Sales - Third Party Expense	Third Party Sales	833.69	
11/15/24	27873	Auto Check	Townsquare Media-Tri Cities (00002784)			773.50
11/15/24	107402	•	Radio Ads		773.50	773.50
11/15/24	107402	•	Event Advertising	Radio Ads - Midland	773.50	
11/15/24	27874	Auto Check	US Foods (00002786)		VOID	0.00
11/15/24	27875	Auto Check	VenuWorks, Inc. (00000894)			11,329.60
11/15/24	107306	•	Management Fee		10,718.60	10,718.60
11/15/24	107306	•	VenuWorks Management Fee	Management Fee	10,718.60	
11/15/24	107110	•	TeamWork Online		611.00	611.00
11/15/24	107110	•	Employee Recruitment & Relocation	TeamWork Online	611.00	
				Due To/From TRCC	305.50	305.50

Date	Check	Method	Name			Amount
11/15/24	27876	Auto Check	Weaver Exterminating Service, Inc. (00002804)			440.23
	11/15/24	28811	Rodent Control		285.88	285.88
	107304	• Contracted Services	Rodent Control		285.88	
	11/15/24	28809	TA Rodent Control		154.35	154.35
	107304	• Contracted Services	TA Rodent Control		154.35	
11/15/24	27877	Auto Check	Cascade Natural Gas (00000161)			224.97
	11/15/24	10/11/2024-11/06/24	Gen Com Service		224.97	224.97
	107217	• Natural Gas	Gen Com Service		224.97	
11/15/24	27878	Auto Check	Cascade Natural Gas (00000161)			4,813.49
	11/15/24	10/11/2024-10/6/24	TA Gen Com Service		4,813.49	4,813.49
	107217	• Natural Gas	TA Gen Com Service		4,813.49	
11/15/24	27879	Auto Check	Concessions Supply (00002860)			817.96
	11/15/24	97786	Food		817.96	817.96
	101411	• Inventory - Food	Food		817.96	
11/15/24	27880	Auto Check	Ford Audio Service (00003049)			3,783.50
	11/15/24	3789	Sound System		3,783.50	3,783.50
	104370	• Reimbursed Outside Event Expense	Sound System - Matt Mathews		3,783.50	
11/15/24	27881	Auto Check	Impact Lighting Systems, LLC (00003291)			3,750.15
	11/15/24	Matt Mathew Lighting	Lighting Production		3,750.15	3,750.15
	104370	• Reimbursed Outside Event Expense	Lighting Production - Matt Mathews		3,750.15	
11/15/24	27882	Auto Check	Reign Drop LLC (00003211)			1,117.38
	11/15/24	S4176-24-4682	Pizza		136.09	136.09
	101411	• Inventory - Food	Pizza		136.09	
	11/15/24	S4176-24-4683	Pizza		86.13	86.13
	101411	• Inventory - Food	Pizza		86.13	
	11/15/24	S4176-24-4681	Pizza		84.07	84.07
	101411	• Inventory - Food	Pizza		84.07	
	11/15/24	S4176-24-4672	Pizza		216.23	216.23
	101411	• Inventory - Food	Pizza		216.23	
	11/15/24	S4176-24-4684	Pizza		131.87	131.87
	101411	• Inventory - Food	Pizza		131.87	
	11/15/24	S4176-24-4685	Pizza		73.15	73.15
	101411	• Inventory - Food	Pizza		73.15	
	11/15/24	S4176-24-4687	Pizza		62.23	62.23
	101411	• Inventory - Food	Pizza		62.23	
	11/15/24	S4176-24-4686	Pizza		155.35	155.35
	101411	• Inventory - Food	Pizza		155.35	
	11/15/24	S4176-24-4688	Pizza		97.05	97.05
	101411	• Inventory - Food	Pizza		97.05	
	11/15/24	S4176-24-4689	Pizza		75.21	75.21
	101411	• Inventory - Food	Pizza		75.21	
11/15/24	27883	Auto Check	Sinclair Broadcast Group (00003118)			4,135.25
	11/15/24	AR2233956-2	TV Ads		3,293.75	3,293.75
	107402	• Event Advertising	TV Ads - PBR		3,293.75	
	11/15/24	AR2233956-3	TV Ads		841.50	841.50
	107402	• Event Advertising	TV Ads - PBR		841.50	
11/15/24	27884	Auto Check	Stephens Media Group (00002844)			773.50
	11/15/24	IN-1241014220	Radio Ads		773.50	773.50
	107402	• Event Advertising	Radio Ads - Midland		773.50	
11/15/24	27885	Auto Check	US Foods (00002786)			12,000.40
	11/15/24	3890184	Food		4,925.46	4,925.46
	101411	• Inventory - Food	Food		4,828.94	
	101415	• Inventory - Liquor	Liquor		96.52	
	11/15/24	3702993	Food		2,877.05	2,877.05
	101411	• Inventory - Food	Food		2,877.05	
	11/15/24	3702992	Food		4,114.62	4,197.89
	101411	• Inventory - Food	Food		4,114.62	
	101415	• Inventory - Liquor	Liquor		83.27	
11/15/24	27886	Auto Check	Stephens Media Group (00002844)			425.00
	11/15/24	IN-1241014259	Radio Ads		425.00	425.00
	107402	• Event Advertising	Radio Ads - Foreigner		425.00	

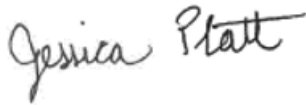
<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>				<u>Amount</u>
11/15/24	27887	Auto Check	Vistar Corporation (00002787)				1,866.43
	11/15/24	74211820	Food			1,866.43	
	101411	• Inventory - Food	Food		1,866.43		
11/22/24		Wire Transfer	Odom East LLC (00003343)				1,723.80
	11/22/24	16104793	Beer			1,723.80	
	101413	• Inventory - Beer	Beer		1,723.80		
11/22/24		Wire Transfer	Southern Glazer's of WA (00002855)				3,556.96
	11/22/24	4868177	Liquor			3,556.96	
	101415	• Inventory - Liquor	Liquor		3,556.96		
11/20/24	27888	Auto Check	Kennewick Union Firefighters L-1296 (00003455)				4,680.00
	11/20/24	OCTOBER 31, 2024	EMT Services			4,680.00	
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
	107404	• Event Contracted Labor	EMT Services		520.00		
11/21/24	27889	Auto Check	Tri-City Americans (00000851)				102,462.39
	11/21/24	AMS v Kelowna 10/5				26,138.66	
	102150	• A/P Settlements	AMS v Kelowna 10/5		26,138.66		
	11/21/24	AMS v Kamloops 10/12				11,503.40	
	102150	• A/P Settlements	AMS v Kamloops 10/12		11,503.40		
	11/21/24	AMS v Kamloops 10/13				5,524.40	
	102150	• A/P Settlements	AMS v Kamloops 10/13		5,524.40		
	11/21/24	AMS v Kelowna 10/19				11,607.38	
	102150	• A/P Settlements	AMS v Kelowna 10/19		11,607.38		
	11/21/24	AMS v Portland 10/20				5,854.79	
	102150	• A/P Settlements	AMS v Portland 10/20		5,854.79		
	11/21/24	AMS v Edmonton 10/28				3,041.75	
	102150	• A/P Settlements	AMS v Edmonton 10/28		3,041.75		
	11/21/24	AMS v Spokane 11/2				33,371.70	
	102150	• A/P Settlements	AMS v Spokane 11/2		33,371.70		
	11/21/24	AMS v Everett 11/3				5,420.31	
	102150	• A/P Settlements	AMS v Everett 11/3		5,420.31		
11/25/24		Wire Transfer	Washington State Department of Revenue (00002989)				49,037.65
	11/25/24	TOYO B&O Tax Oct 2024				49,037.65	
	102325	• B&O Tax Payable	TOYO B&O Tax Oct 2024		14,490.07		
	102310	• Sales Tax Payable - State	TOYO B&O Tax Oct 2024		32,765.31		
	107603	• B&O Taxes	TOYO B&O Tax Oct 2024		1,782.27		
11/30/24		Wire Transfer	American Payment Solutions - APS (00002969)				165.35
	11/30/24	APS Fees - Nov 24	APS Fees - Nov 24			165.35	
	107310	• Credit Card Fees	APS Fees - Nov 24		165.35		
11/30/24		Wire Transfer	Fintech (00003296)				24.93
	11/30/24	TOYO Fintech Fees - Nov 24	TOYO Fintech Fees - Nov 24			24.93	
	107514	• F&B Credit Card & Banking Fees	TOYO Fintech Fees - Nov 24		24.93		
11/30/24		Wire Transfer	Revel Systems (00003299)				1,188.29
	11/30/24	Revel POS Fees - Nov 24	Revel POS Fees - Nov 24			1,188.29	
	107510	• F&B Tools, Supplies & Equipment	Revel POS Fees - Nov 24		1,188.29		
11/30/24		Wire Transfer	Toast Inc (00004170)				1,446.24
	11/30/24	Concession POS Fees - Nov 24	Concession POS Fees - Nov 24			1,446.24	
	107510	• F&B Tools, Supplies & Equipment	Concession POS Fees - Nov 24		1,446.24		
11/30/24		Wire Transfer	Toast Inc (00004170)				60.62
	11/30/24	Concession Charge Backs-Nov24	Concession Charge Backs-Nov24			60.62	
	104510	• Concessions Sales - Food	Concession Charge Backs-Nov24		60.62		

Date	Check	Method	Name	Amount
11/25/24		Wire Transfer	King Beverage (00000486)	12,730.00
11/25/24	3048342		Beer	12,099.00
101413	• Inventory - Beer		Beer	12,099.00
11/25/24	3044855		Beer	36.00
101413	• Inventory - Beer		Beer	36.00
11/25/24	3046229		Beer	595.00
101413	• Inventory - Beer		Beer	595.00
11/25/24	27890	Auto Check	Rocky Mountain Rigging (00002781)	5,280.00
11/25/24	Tigres 2024		Rigging - Los Tigres	5,280.00
104370	• Reimbursed Outside Event Expense		Rigging - Los Tigres	5,280.00
11/25/24	27891	Auto Check	Backstage Electric, Inc. (00002752)	6,986.50
11/25/24	2841		Set Up for Los Tigres	6,986.50
107401	• Outside Event Expense		Set Up for Los Tigres	6,986.50
Total Paid:				<u>842,712.79</u>

TOYO Sterling Box Office Account

11/30/24		Wire Transfer	American Express Card Processing (00003298)	128.64
11/30/24	Amex Fees - Nov 24		Amex Fees - Nov 24	128.64
107310	• Credit Card Fees		Amex Fees - Nov 24	128.64
Credit Card Fees				128.64
Total Paid - TOYO Box Office:				<u>128.64</u>
Total Paid:				<u>842,841.43</u>

I, Jessica Platt, Finance Director, 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.



Jessica Platt, Finance Director

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

Check numbers 27790-27891	\$	389,139.09
Electronic transfers - Operations		453,702.34
Total	\$	<u>842,841.43</u>

Exceptions:

Council Agenda Coversheet	Item Number: 4.d. Date: 1/7/2025 Item Type: General Business Item	
	Subject: Claims Roster: Columbia Park Golf Course Account Department: Finance Ord/Reso # Contract # Project # Permit #	
<u>Recommendation</u> Staff recommends Council approve the Claims Roster for the Columbia Park Golf Course Account for November 2024. <u>Motion for Consideration</u> Motion to approve the Claims Roster for the Columbia Park Golf Course Account for November 2024 in the amount of \$49,396.20 comprised of check numbers 2908-2918 in the amount of \$10,664.06 and electronic transfers in the amount of \$38,732.14. <u>Summary</u> None <u>Alternatives</u> None <u>Fiscal Impact</u> \$49,396.20		
<u>Attachments:</u> 1. Claims Roster		

COLUMBIA PARK GOLF COURSE FUND
CHECK REGISTER
NOVEMBER 2024

Check Number	Vendor Check Name	Check Date	Amount	System
NATIONWIDE 1124	NATIONWIDE	11/1/2024	\$515.16	EFT
ADPTS 3947764	ADP TOTAL SOURCE (AUTOPAY)	11/11/2024	\$2,762.57	EFT
2842	KENNEWICK GOLF CORPORATION	11/4/2024	\$5,259.60	EFT
2843	YELP	11/4/2024	\$40.00	EFT
2844	COLUMBIA POINT GOLF COURSE	11/18/2024	\$384.60	EFT
2845	TOTALE	11/22/2024	\$2,190.00	EFT
2846	NATIONAL GOLF FOUNDATION	11/22/2024	\$166.50	EFT
A00002908	CINTAS CORPORATION	11/4/2024	\$265.96	Check
A00002909	PEPSI-COLA BOTTLING OF PASCO	11/4/2024	\$201.24	Check
A00002910	SENSKE SERVICES	11/4/2024	\$326.10	Check
A00002911	TREASURE VALLEY COFFEE	11/4/2024	\$68.09	Check
A00002912	WAMBEKE WINDOW WASHING	11/4/2024	\$125.00	Check
A00002913	CASTLE ROCK SOLUTIONS	11/18/2024	\$114.40	Check
A00002914	FAZIO BROS. INC.	11/18/2024	\$1,315.12	Check
A00002915	GT GOLF SUPPLIES	11/18/2024	\$4,477.25	Check
A00002916	PEPSI-COLA BOTTLING OF PASCO	11/18/2024	\$102.44	Check
A00002917	SAFEGUARD	11/18/2024	\$166.11	Check
A00002918	TURF STAR	11/18/2024	\$3,502.35	Check
WA DOR 0043779249	WASHINGTON STATE DEPARTMENT OF REVENUE	11/19/2024	\$4,494.34	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/1/2024	\$8,735.75	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/15/2024	\$6,445.71	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	11/29/2024	\$5,276.39	EFT
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHGS)	11/30/2024	\$1,331.35	EFT
Bank Deduction	MERCHANT SERVICES	11/1/2024	\$1,105.80	EFT
Bank Deduction	US Bank	11/15/2024	\$24.37	EFT
			<u>\$49,396.20</u>	

I, Jessica Platt, Finance Director, 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.



Jessica Platt, Finance Director

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

Check numbers 2908-2918	\$	10,664.06
Electronic transfers	\$	38,732.14
Total	<u>\$</u>	<u>49,396.20</u>

Exceptions:

Vendor Check Name	Check Dated	Amount	Debit	Credit
NATIONWIDE	11/1/2024		\$515.16	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		515.16
PURCH	18400-000-244-00	PREPAID GEN LIAB INS	\$515.16	
ADP TOTAL SOURCE (AUTOPAY)	11/11/2024		\$2,762.57	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$2,762.57
PURCH	50800-060-244-00	HEALTH BENEFITS	\$2,762.57	
KENNEWICK GOLF CORPORATION	11/4/2024		\$5,259.60	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$5,259.60
PAY	59600-080-244-00	ACCOUNTING FEES	\$1,315.52	
PURCH	59610-080-244-00	MANAGEMENT FEE	\$3,944.08	
YELP	11/4/2024		\$40.00	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$40.00
PURCH	53100-080-244-00	ADVERTISING & MARKETING	\$40.00	
COLUMBIA POINT GOLF COURSE	11/18/2024		\$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	
TOTAL E	11/22/2024		\$2,190.00	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$2,190.00
PURCH	21900-050-244-00	CONTRACT SERVICES	\$2,190.00	
NATIONAL GOLF FOUNDATION	11/22/2024		\$166.50	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$166.50
PURCH	51400-080-244-00	PROFESSIONAL DUES & FEES	\$166.50	
CINTAS CORPORATION	11/4/2024		\$265.96	
PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$265.96
PURCH	51900-060-244-00	CONTRACT SERVICES	\$53.50	
PURCH	51900-080-244-00	CONTRACT SERVICES	\$212.46	
PEPSI COLA BOTTLING CO. OF PASCO	11/4/2024		\$201.24	
PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$201.24
PURCH	49200-070-244-00	COGS - SOFT BEVERAGE	\$148.19	
PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$53.05	
SENSE SERVICES	11/4/2024		\$326.10	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$326.10
PURCH	51900-060-244-00	CONTRACT SERVICES	\$326.10	
TREASURE VALLEY COFFEE	11/4/2024		\$68.09	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$68.09
PURCH	52400-080-244-00	JANITORIAL SUPPLIES	\$68.09	
WAMBEKE WINDOW WASHING	11/4/2024		\$125.00	
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$125.00
PURCH	51900-080-244-00	CONTRACT SERVICES	\$125.00	

Vendor Check Name	Check Dated	Amount	Debit	Credit
CASTLE ROCK SOLUTIONS	11/18/2024	\$114.40		
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$114.40
PURCH	51900-050-244-00	CONTRACT SERVICES	\$114.40	
FAZIO BROS. INC.	11/18/2024	\$1,315.12		
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$1,315.12
PURCH	56200-060-244-00	MATERIALS - SAND (TD GREENS)	\$1,315.12	
GT GOLF SUPPLIES	11/18/2024	\$4,477.25		
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$4,477.25
PURCH	55300-050-244-00	RANGE SUPPLIES	\$4,477.25	
PEPSI COLA BOTTLING CO. OF PASCO	11/18/2024	\$102.44		
PAY	20006-000-244-00	ACCOUNTS PAYABLE - GP		\$102.44
PURCH	49200-070-244-00	COGS - SOFT BEVERAGE	\$86.19	
PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$16.25	
SAFEGUARD	11/18/2024	\$166.11		
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$166.11
PURCH	52900-050-244-00	PRINTING	\$166.11	
TURF STAR	11/18/2024	\$3,502.35		
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$3,502.35
PURCH	58100-060-244-00	EQUIPMENT PARTS	\$3,502.35	
WASHINGTON STATE DEPARTMENT OF REVENUE	11/19/2024	\$4,494.34		
PAY	20005-000-244-00	ACCOUNTS PAYABLE - GP		\$4,494.34
PURCH	20300-000-244-00	SALES TAX PAYABLE	\$2,951.61	
PURCH	91101-000-244-00	OTHER STATE TAX	\$1,542.73	
ADP TOTAL SOURCE (AUTOPAY)	11/1/2024	\$8,735.75		
PAY	50000-000-244-00	TEMPORARY ACCT		\$8,735.75
PURCH	48100-050-244-00	INSTRUCTION	\$338.29	
PURCH	50200-050-244-00	HOURLY WAGES	\$3,993.42	
PURCH	50200-060-244-00	HOURLY WAGES	\$3,475.54	
PURCH	50800-060-244-00	HEALTH BENEFITS		\$396.16
PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$793.35	
PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$506.48	
PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$24.83	
ADP TOTAL SOURCE (AUTOPAY)	11/15/2024	\$6,445.71		
PAY	50000-000-244-00	TEMPORARY ACCT		\$6,445.71
PURCH	50000-000-244-00	TEMPORARY ACCT		\$0.00
PURCH	50000-000-244-00	TEMPORARY ACCT		\$0.00
PURCH	50200-050-244-00	HOURLY WAGES	\$2,852.99	
PURCH	50200-060-244-00	HOURLY WAGES	\$3,092.66	
PURCH	50800-050-244-00	HEALTH BENEFITS		\$57.13
PURCH	50800-060-244-00	HEALTH BENEFITS		\$396.16
PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$467.95	
PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$434.24	
PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$23.47	
PURCH	52100-050-244-00	CELL PHONE	\$27.69	

Vendor Check Name	Check Dated	Amount	Debit	Credit
ADP TOTAL SOURCE (AUTOPAY)	11/29/2024	\$5,276.39		
PAY	50000-000-244-00	TEMPORARY ACCT		\$5,276.39
PURCH	50200-050-244-00	HOURLY WAGES	\$2,188.90	
PURCH	50200-060-244-00	HOURLY WAGES	\$2,702.39	
PURCH	50800-050-244-00	HEALTH BENEFITS		\$57.13
PURCH	50800-060-244-00	HEALTH BENEFITS		\$396.16
PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$369.80	
PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$418.79	
PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$22.11	
PURCH	52100-050-244-00	CELL PHONE	\$27.69	
ELAN (MONTHLY CREDIT CARD CHARGES)	11/30/2024	\$1,331.35		
PAY	50000-000-244-00	TEMPORARY ACCT		\$1,331.35
PURCH	51400-060-244-00	COGS - SOFT BEVERAGE	\$46.35	
PURCH	51900-050-244-00	CONTRACT SERVICES	\$311.65	
PURCH	52100-060-244-00	TELECOMMUNICATIONS	\$62.61	
PURCH	52300-060-244-00	GARBAGE & DEBRIS REMOVAL	\$80.00	
PURCH	52500-080-244-00	OFFICE SUPPLIES	\$121.04	
PURCH	52800-080-244-00	SUBSCRIPTIONS & PUBLICATIONS	\$9.33	
PURCH	53100-080-244-00	ADVERTISING & MARKETING	\$105.44	
PURCH	54600-050-244-00	MINOR FF&E	\$108.69	
PURCH	54600-080-244-00	MINOR FF&E	\$35.34	
PURCH	54700-060-244-00	EQUIPMENT RENTAL	\$201.82	
PURCH	55500-060-244-00	REPAIR & MAINTENANCE BUILDING	\$29.61	
PURCH	58100-060-244-00	EQUIPMENT PARTS	\$219.47	
MERCHANT SERVICES	11/1/2024	\$1,105.80		
PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$1,105.80
PURCH	54000-080-244-00	BANK CHARGES	\$1,105.80	
US Bank	11/15/2024	\$24.37		
PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$24.37
PURCH	54000-080-244-00	BANK CHARGES	\$24.37	

Council Agenda Coversheet	Item Number: 4.e. Date: 1/7/2025 Item Type: General Business Item	
	Subject: Payroll Roster: For the Pay Period Ending 12/15/2024 Department: Finance	
<u>Recommendation</u> Staff recommends that Council approve the Payroll Rosters as presented. <u>Motion for Consideration</u> Motion to approve the Payroll Roster for the pay period ending 12/15/2024. <u>Summary</u> None. <u>Alternatives</u> None. <u>Fiscal Impact</u> 12/15/2024 Total: \$2,712,350.29		
<u>Attachments:</u> 1. Roster		

Payroll Roster for Pay Period Ending 12/15/2024

All Departments:

City Attorney	35,112.92
City Council	5,202.50
City Manager	13,236.12
Civil Service	2,767.30
Community Planning	19,706.79
Economic Development	7,391.20
Engineering	60,449.96
Finance	59,482.89
Fire	118,823.05
Human Resources	18,829.39
Management Services	95,609.73
Non-Departmental	2,880.75
Parks, Recreation & Facilities	111,312.02
Police	516,139.65

Subtotal - General Fund**1,066,944.27**

BI-PIN	14,985.45
Building Safety	50,892.26
Community Development	3,428.90
Criminal Justice	88,597.00
Equipment Rental	13,254.44
Medical Services	495,100.12
Risk Management	4,102.07
Stormwater	26,513.04
Street	35,437.97
Water & Sewer	140,576.89

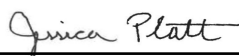
Subtotal - Other Funds**872,888.14****Total Salaries and Wages****1,939,832.41****Benefits**

Dental Insurance	25,726.05
DRS Retirement	131,429.66
Employee Assistance Program	51.48
Life Insurance	5,296.11
Long-Term Disability Insurance	6,297.46
Medical Expense Reimbursement Plan	3,262.50
Medical Insurance	344,727.34
Medicare	27,585.11
MissionSquare Deferred Compensation	87,521.23
Social Security (OASDI)	74,832.55
Vision Insurance	3,540.78
WA Paid Family & Medical Leave	3,952.88
Worker's Compensation Insurance	58,294.73

Total Benefits**772,517.88****Grand Total****\$2,712,350.29**

I, Jessica Platt, Finance Director, at the direction of the Council, do hereby certify that the Payroll hereinabove specified is approved for payment in the amount of \$2,712,350.29 comprised of check numbers 77781 through 77783 and direct deposit numbers 231054 through 231494.

Approved for payment:



Jessica Platt, Finance Director

Council Agenda Coversheet 	Item Number:4.f. Item Type:Boards and Commissions Subject:Board & Commission Vacancy: Arts Commission Appointment Department:Executive Services Date:1/7/2025	
Recommendation Staff recommends setting the appointment term date for Position 4 ending March 31, 2027, but does not have a recommendation concerning the candidate selection. Motion for Consideration Motion to approve the Interview Committee's recommendation to appoint Warren Hughs to Position 4 using the City Clerk's recommended termination date of March 31, 2027. Summary CANDIDATE SELECTION: A vacancy has arisen for Position 4 on the Arts Commission. The City Clerk sought applicants in November 2024. On December 17, 2024, the Interview Committee, comprising Mayor Crawford, Mayor Pro Tem Torelli, and Councilmember Trumbo, conducted interviews with the four candidates seeking appointment to this commission: Ana Rahimlou Warren Hughs Thomas Smith Michelle Robinson The Committee has determined Warren Hughs is the most qualified candidate and recommends that the Council appoint him to complete the unexpired term for Position 4. TERM DATES & POSITIONS: In 2025, four terms (a majority of the commission) are scheduled to end. Upon examining the appointment history, the City Clerk found that when vacancies occurred, new candidates were sometimes appointed to new four-year terms instead of filling the remaining time of the existing term. Over many years, this practice skewed the actual term dates for positions and has now caused significant turnover within a single year. If the existing roster were used, Position 4 would expire in March 2025. To rectify this oversight without altering the terms of current commissioners, the City Clerk has assigned position numbers to each commission seat to better track the terms and designated 2027 as the expiration date for Position 4. Term dates for the other positions are unchanged. Moving forward under this proposal, each term will follow the corresponding position; candidates filling vacancies will serve for the duration of the existing term consistent with the Kennewick Municipal Code. Positions 1, 2, & 3: Expires 2025, 2029, 2033, etc Positions 4 & 6: Expires 2027, 2031, 2035, etc. Positions 5: Expires 2026, 2030, 2034, etc. Positions 7: Expires 2028; 2032, 2036, etc. Alternatives Alternatives include denying the recommendation, appointing a different candidate from the list of applicants, and setting an alternate term date for this position. Fiscal Impact No fiscal impact.		
Attachments: None		

Council Agenda Coversheet	Item Number: 4.g. Date: 1/7/2025 Item Type: Boards and Commissions	
	Subject: Board & Commission Vacancy: Historic Preservation Commission Appointments Department: Executive Services	
<u>Recommendation</u> Staff does not have a recommendation concerning the candidate selection. <u>Motion for Consideration</u> Motion to approve the Interview Committee's recommendation to appoint Kim Simmons to Position 2 with a term expiring in 2026 and Thomas Smith to Position 3 with a term expiring in 2027. <u>Summary</u> CANDIDATE SELECTION: Two vacancies have arisen on the Historic Preservation Commission. The City Clerk sought applicants in November 2024. On December 17, 2024, the Interview Committee, comprising Mayor Crawford, Mayor Pro Tem Torelli, and Councilmember Trumbo, conducted interviews with the five candidates seeking appointment to this commission: Michael Luzzo Thomas Smith Kim Simmons Michael LeCompte Thomas Moak The Committee has determined Kim Simmons and Thomas Smith are the most qualified candidates and recommend that Council appoint Ms. Simmons to complete the unexpired term of March 31, 2026, and Mr. Smith to fill the unexpired term of March 31, 2027. <u>Alternatives</u> Alternatives include denying the recommendation and appointing a different candidate from the list of applicants. <u>Fiscal Impact</u> No financial impact exists.		
<u>Attachments:</u> None		

Council Agenda Coversheet 	Item Number: 4.h. Date: 1/7/2025 Item Type: Boards and Commissions Subject: Board & Commission Vacancy: Planning Commission Appointments Department: Executive Services	
<u>Recommendation</u> Staff recommends setting the appointment term date for Position 6 ending March 31, 2028, but does not have a recommendation concerning the candidate selection. <u>Motion for Consideration</u> Motion to approve the Interview Committee's recommendation for the appointment of Douglas Perez to Position 6 using the City Clerk's recommended term expiring March 31, 2028, and Ana Rahimlou to Position 7, with a term expiring March 31, 2028. <u>Summary</u> CANDIDATE SELECTION: Two vacancies have arisen for positions 6 and 7 on the Planning Commission. The City Clerk sought applicants in November 2024. On December 17, 2024, the Interview Committee, comprising Mayor Crawford, Mayor Pro Tem Torelli, and Councilmember Trumbo, conducted interviews with five candidates seeking appointment to this commission: Michael Luzzo Douglas Perez Robb Heston Ryan Nell Ana Rahimlou The Committee has determined Douglas Perez and Ana Rahimlou are the most qualified candidates and recommends that Council appoint them to fill unexpired terms for positions 6 and 7, respectively. TERM DATES & POSITIONS: In 2025, four terms (a majority of the commission) are scheduled to end. Upon examining the appointment history, the City Clerk found that when vacancies occurred, new candidates were sometimes appointed to new four-year terms instead of filling the remaining time of the existing term. Over many years, this practice skewed the actual term dates for positions and has now caused significant turnover within a single year. To rectify this oversight without altering the terms of current commissioners, the City Clerk has assigned position numbers to each commission seat to better track the terms and designated 2028 as the expiration date for Position 6. Term dates for the other positions, including Position 7, are unchanged. Moving forward under this proposal, each term will follow the corresponding position; candidates filling vacancies will serve for the duration of the existing term consistent with the Kennewick Municipal Code. Positions 1, 2, & 3: Expires 2025, 2029, 2033, etc Position 4: Expires 2026, 2030, 2034, etc. Position 5: Expires 2027, 2031, 2035, etc. Positions 6 & 7: Expires 2028; 2032, 2036, etc. <u>Alternatives</u> Alternatives include denying the recommendation, appointing a different candidate from the list of applicants, and setting an alternate term date for this position. <u>Fiscal Impact</u> There is no fiscal impact.		
<u>Attachments:</u> None		

Council Agenda Coversheet	Item Number: 4.i. Date: 1/7/2025 Item Type: Boards and Commissions Subject: Board & Commission Vacancy: Parks & Recreation Commission Appointment Department: Executive Services	
		
<u>Recommendation</u> Staff does not have a recommendation concerning the candidate selection. <u>Motion for Consideration</u> Motion to approve the Interview Committee's recommendation to appoint Ryan Nell to Position 2 with a term expiring March 31, 2026. <u>Summary</u> CANDIDATE SELECTION: A vacancy has arisen on the Parks & Recreation Commission. The City Clerk sought applicants in November 2024. On December 17, 2024, the Interview Committee, comprising Mayor Crawford, Mayor Pro Tem Torelli, and Councilmember Trumbo, conducted interviews with the three candidates seeking appointment to this commission: Michael Luzzo Ryan Nell Thomas Smith The Committee has determined Ryan Nell is the most qualified candidate and recommend that Council appoint Mr. Nell to complete the unexpired term of March 31, 2026. <u>Alternatives</u> Alternatives include denying the recommendation and appointing a different candidate from the list of applicants. <u>Fiscal Impact</u> No fiscal impact exists.		
<u>Attachments:</u> None		

Council Agenda Coversheet	Item Number: 4.j. Date: 1/7/2025 Item Type: Resolution Subject: Resolution: Authorizing Investment in the Local Government Investment Pool and Repealing Resolution No. 14-16 Department: Finance Resolution #:	
		
<u>Recommendation</u> <u>Motion for Consideration</u> Motion to adopt the resolution as presented. <u>Summary</u> The City of Kennewick participates in the Local Government Investment Pool (LGIP) administered by the Washington State Treasurer. Over 530 local governments have participated in the pool since its inception in 1986. The LGIP provides safe, liquid, and competitive investment options for local governments pursuant to RCW 43.250. The LGIP lets local governments use the State Treasurer's resources to safely invest funds while enjoying the economies of scale available from a \$15-26 billion pooled fund investment portfolio. In order to participate in the LGIP, a local government is required to adopt a resolution authorizing investment in the program. In 2014, the City of Kennewick adopted Resolution No. 14-16 authorizing investment of city funds in the LGIP. At the time the resolution was adopted, the Council designated former Finance Director Dan Legard as the authorized individual to approve all amendments, changes, or alterations to the LGIP forms and other documents. With the departure of the former finance director, staff recommends Council repeal Resolution 14-16 and replace it with the attached resolution. The resolution designates the Finance Director in title as the authorized individual to approve all amendments, changes, or alterations to the LGIP forms and other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity. For informational purposes, the prospectus for the LGIP has been included as an attachment to the staff report. This prospectus gives details about the LGIP including investment objectives, performance, and management. A copy of the LGIP authorization form is also included as an attachment. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u> None		
<u>Attachments:</u> 1. Resolution 2. Resolution - 14-16 3. LGIP Money Market Fund - Prospectus 4. LGIP Authorization Form		

CITY OF KENNEWICK
RESOLUTION NO. 25-_____

A RESOLUTION AUTHORIZING INVESTMENT
OF CITY OF KENNEWICK MONIES IN THE
LOCAL GOVERNMENT INVESTMENT POOL
AND REPEALING RESOLUTION 14-16

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, City of Kennewick, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the City Council of the City of Kennewick, the “governing body” or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Authorization Form (Form) as completed by the Finance Director and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

RESOLUTION 25-_____ - Page 1

BE IT FURTHER RESOLVED that the governmental entity designates the Finance Director, the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

BE IT FURTHER RESOLVED that Resolution No. 14-16 be, and the same hereby is repealed.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 7th day of January, 2025 and signed in authentication of its passage this 7th day of January, 2025.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

RESOLUTION NO. 25-_____ filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
8th day of January, 2025

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

KRYSTAL TOWNSEND,
City Clerk

CITY OF KENNEWICK
RESOLUTION NO. 14-16

A RESOLUTION AUTHORIZING INVESTMENT OF CITY OF KENNEWICK
MONIES IN THE LOCAL GOVERNMENT INVESTMENT POOL

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time-to-time, it may be advantageous to the authorized governmental entity, City of Kennewick, the “governmental entity,” to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the City Council of the City of Kennewick, the “governing body” or any designee of the governing body pursuant to this resolution or a subsequent resolution; and

WHEREAS, the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS, the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this Agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein; NOW, THEREFORE,

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus; and

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the Finance Director and incorporates said form into this resolution by reference and does hereby attest to its accuracy; and

BE IT FURTHER RESOLVED that the governmental entity designates Dan Legard, Finance Director, the “authorized individual” to authorize all amendments, changes, or alterations to the

Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity; and

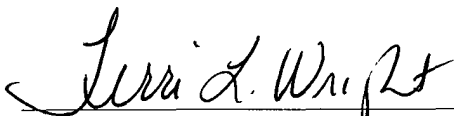
BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided; and

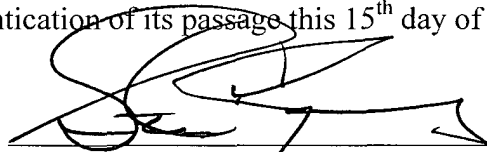
BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 15th day of April, 2014, and signed in authentication of its passage this 15th day of April, 2014.

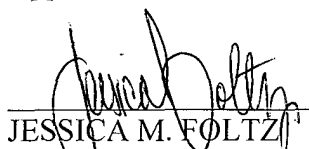
Attest:

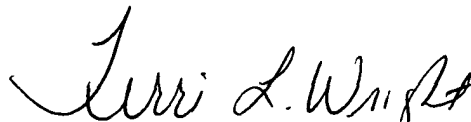

TERRI L. WRIGHT, City Clerk


STEVE C. YOUNG, Mayor

RESOLUTION NO. 14-16 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington, this 16th day of April, 2014.

Approved as to Form:


JESSICA M. FOLTZ
Assistant City Attorney


TERRI L. WRIGHT, City Clerk

PROSPECTUS

LOCAL GOVERNMENT INVESTMENT POOL

OFFICE OF THE WASHINGTON STATE TREASURER

JANUARY 2019



MIKE PELLICCIOTTI
WASHINGTON STATE TREASURER

Contents

I.	The LGIP	3-4
II.	Local Government Investment Pool – Money Market Fund	4-9
III.	Management	10
IV.	Miscellaneous	10

I. The LGIP

The Local Government Investment Pool (the “LGIP”) is an investment pool of public funds placed in the custody of the Office of the Washington State Treasurer (the “State Treasurer”) for investment and reinvestment as defined by RCW 43.250.020. The purpose of the LGIP is to allow eligible governmental entities to participate with the state in the investment of surplus public funds, in a manner that optimizes liquidity and return on such funds. In establishing the LGIP, the legislature recognized that not all eligible governmental entities are able to maximize the return on their temporary surplus funds, and therefore it provided a mechanism whereby they may, at their option, utilize the resources of the State Treasurer to maximize the potential of their surplus funds while ensuring the liquidity of those funds.

The State Treasurer has established a sub-pool within the LGIP whose shares are offered by means of this Prospectus: The LGIP-Money Market Fund (the “LGIP-MMF” or the “Fund”). The State Treasurer has the authority to establish additional sub-pools in the future.

The Fund offered in this Prospectus seeks to provide current income by investing in high-quality, short term money market instruments. These standards are specific to the Fund, as illustrated in the following table. The LGIP-MMF offers daily contributions and withdrawals.

FUND SNAPSHOT

The table below provides a summary comparison of the Fund’s investment types and sensitivity to interest rate risk. This current snapshot can be expected to vary over time.

Fund	Investment Types	Maximum Dollar-Weighted Average Maturity for LGIP-MMF
LGIP-Money Market Fund	Cash	60 days
Current Investments (as of January 1, 2019)	Bank Deposits US Treasury bills US Government Agency Supranational Securities Floating / Variable Rate Notes Repurchase agreements	

Fees and Expenses

Administrative Fee. The State Treasurer charges pool participants a fee representing administration and recovery costs associated with the operation of the Fund. The administrative fee accrues daily from pool participants’ earnings prior to the earnings being posted to their account. The administrative fee will be paid monthly. In the event that there are no earnings, the administrative fee will be deducted from principal.

The chart below illustrates the operating expenses of the LGIP-MMF for past years, expressed in basis points as a percentage of fund assets.

Local Government Investment Pool-MMF
Operating Expenses by Fiscal Year (in Basis Points)

	2011	2012	2013	2014	2015	2016	2017	2018
<i>Total Operating Expenses</i>	<i>0.81</i>	<i>0.68</i>	<i>0.87</i>	<i>0.88</i>	<i>0.95</i>	<i>0.89</i>	<i>0.71</i>	<i>0.76</i>

(1 basis point = 0.01%)

Because most of the expenses of the LGIP-MMF are fixed costs, the fee (expressed as a percentage of fund assets) will be affected by: (i) the amount of operating expenses; and (ii) the assets of the LGIP-MMF. The table below shows how the fee (expressed as a percentage of fund assets) would change as the fund assets change, assuming an annual fund operating expenses amount of \$1,100,000.

Fund Assets	\$12.0 bn	\$14.0 bn	\$16.0 bn
Total Operating Expenses (in Basis Points)	0.92	0.79	0.69

Portfolio Turnover: The Fund does not pay a commission or fee when it buys or sells securities (or “turns over” its portfolio). However, debt securities often trade with a bid/ask spread. Consequently, a higher portfolio turnover rate may generate higher transaction costs that could affect the Fund’s performance.

II. Local Government Investment Pool – Money Market Fund

Investment Objective

The LGIP-MMF will seek to effectively maximize yield while maintaining liquidity and a stable net asset value per share, e.g., all contributions will be transacted at \$1.00 net asset value per share.

Principal Investment Strategies

The LGIP-MMF will seek to invest primarily in high-quality, short term money market instruments. Typically, at least 55% of the Fund’s assets will be invested in US government securities and repurchase agreements collateralized by those securities. The LGIP-MMF means a sub-pool of the LGIP whose investments will primarily be money market instruments. The LGIP-MMF will only invest in eligible investments permitted by state law. The LGIP portfolio will be managed to meet the portfolio maturity, quality, diversification and liquidity requirements set forth in GASB 79 for external investment pools who wish to measure, for financial reporting purposes, all of their investments at amortized cost. Investments of the LGIP-MMF will conform to the LGIP Investment Policy, the most recent version of which will be posted on the LGIP website and will be available upon request.

Principal Risks of Investing in the LGIP-Money Market Fund

Counterparty Credit Risk. A party to a transaction involving the Fund may fail to meet its obligations. This could cause the Fund to lose the benefit of the transaction or prevent the Fund from selling or buying other securities to implement its investment strategies.

Interest Rate Risk. The LGIP-MMF’s income may decline when interest rates fall. Because the Fund’s income is based on short-term interest rates, which can fluctuate significantly over short periods, income risk is expected to be high. In addition, interest rate increases can cause the price of a debt security to decrease and even lead to a loss of principal.

Liquidity Risk. Liquidity risk is the risk that the Fund will experience significant net withdrawals of Fund shares at a time when it cannot find willing buyers for its portfolio securities or can only sell its portfolio securities at a material loss.

Management Risk. Poor security selection or an ineffective investment strategy could cause the LGIP-MMF to underperform relevant benchmarks or other funds with a similar investment objective.

Issuer Risk. The LGIP-MMF is subject to the risk that debt issuers and other counterparties may not honor their obligations. Changes in an issuer's credit rating (e.g., a rating downgrade) or the market's perception of an issuer's creditworthiness could also affect the value of the Fund's investment in that issuer. The degree of credit risk depends on both the financial condition of the issuer and the terms of the obligation. Also, a decline in the credit quality of an issuer can cause the price of a money market security to decrease.

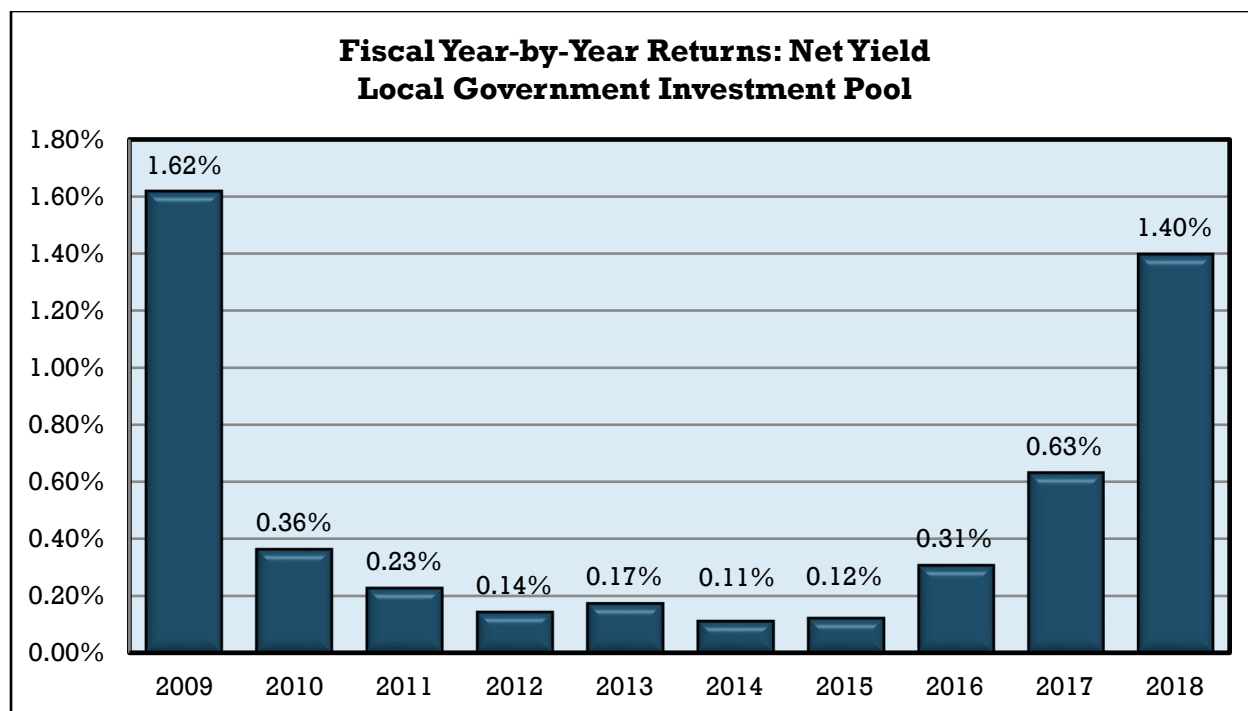
Securities Lending Risk and Reverse Repurchase Agreement Risk. The LGIP-MMF may engage in securities lending or in reverse repurchase agreements. Securities lending and reverse repurchase agreements involve the risk that the Fund may lose money because the borrower of the Fund's securities fails to return the securities in a timely manner or at all or the Fund's lending agent defaults on its obligations to indemnify the Fund, or such obligations prove unenforceable. The Fund could also lose money in the event of a decline in the value of the collateral provided for loaned securities or a decline in the value of any investments made with cash collateral.

Risks Associated with use of Amortized Cost. The use of amortized cost valuation means that the LGIP-MMF's share price may vary from its market value NAV per share. In the unlikely event that the State Treasurer were to determine that the extent of the deviation between the Fund's amortized cost per share and its market-based NAV per share may result in material dilution or other unfair results to shareholders, the State Treasurer may cause the Fund to take such action as it deems appropriate to eliminate or reduce to the extent practicable such dilution or unfair results.

An investment in the LGIP-MMF is not a bank deposit and is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of investments at \$1 per share, pool participants could lose money by investing in the LGIP-MMF. There is no assurance that the LGIP-MMF will achieve its investment objective.

Performance

The following information is intended to address the risks of investing in the LGIP-MMF. The information illustrates changes in the performance of the LGIP-MMF's shares from year to year. Returns are based on past results and are not an indication of future performance. Updated performance information may be obtained on our website at www.tre.wa.gov or by calling the LGIP toll-free at 800-331-3284.



<u>Local Government Investment Pool-Money Market Fund</u>			
<u>Average Accrued Net Yield</u>			
<u>1 Year</u>	<u>3 years</u>	<u>5 years</u>	<u>10 years</u>
1.40%	0.78%	0.51%	.51%

Transactions: LGIP-MMF

General Information

The minimum transaction size (contributions or withdrawals) for the LGIP-MMF will be five thousand dollars. The State Treasurer may, in its sole discretion, allow for transactions of less than five thousand dollars.

Valuing Shares

The LGIP-MMF will be operated using a net asset value (NAV) calculation based on the amortized cost of all securities held such that the securities will be valued at their acquisition cost, plus accrued income, amortized daily.

The Fund's NAV will be the value of a single share. NAV will normally be calculated as of the close of business of the NYSE, usually 4:00 p.m. Eastern time. If the NYSE is closed on a particular day, the Fund will be priced on the next day the NYSE is open.

NAV will not be calculated and the Fund will not process contributions and withdrawals submitted on days when the Fund is not open for business. The time at which shares are priced and until which contributions and withdrawals are accepted is specified below and may be changed as permitted by the State Treasurer.

To the extent that the LGIP-MMF's assets are traded in other markets on days when the Fund is not open for business, the value of the Fund's assets may be affected on those days. In addition, trading in some of the Fund's assets may not occur on days when the Fund is open for business.

Transaction Limitations

The State Treasurer reserves the right at its sole discretion to set a minimum and/or maximum transaction amount from the LGIP-MMF and to limit the number of transactions, whether contribution, withdrawal, or transfer permitted in a day or any other given period of time.

The State Treasurer also reserves the right at its sole discretion to reject any proposed contribution, and in particular to reject any proposed contribution made by a pool participant engaged in behavior deemed by the State Treasurer to be abusive of the LGIP-MMF.

A pool participant may transfer funds from one LGIP-MMF account to another subject to the same time and contribution limits as set forth in WAC 210.10.060.

Contributions deposited by ACH will be unavailable for withdrawal for a period of five business days following receipt of funds

Contributions

Pool participants may make contributions to the LGIP-MMF on any business day. All contributions will be effected by electronic funds to the account of the LGIP-MMF designated by the State Treasurer. It is the responsibility of each pool participant to pay any bank charges associated with such electronic transfers. Failure to submit funds by a pool participant after notification to the State Treasurer of an intended transfer will result in penalties. Penalties for failure to timely submit will be assessed to the account of the pool participant responsible.

Notice of Wire contribution. To ensure same day credit, a pool participant must inform the State Treasurer of any contribution over one million dollars no later than 9 a.m. on the same day the contribution is made. Contributions for one million dollars or less can be requested at any time prior to 10 a.m. on the day of contribution. For all other contributions over one million dollars that are requested prior to 10 a.m., a pool participant may receive same day credit at the sole discretion of the State Treasurer. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which no notice is received prior to 10:00 a.m. will be credited as of the following business day.

Notice of ACH contribution. A pool participant must inform the State Treasurer of any contribution submitted through ACH no later than 2:00 p.m. on the business day before the contribution is made. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which proper notice is not received as described above will not receive same day credit, but will be credited as of the next business day from when the contribution is made. Contributions deposited by ACH will be unavailable for withdrawal for a period of five business days following receipt of funds.

Notice of contributions may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to State Treasurer's Treasury Management System ("TMS"). Please refer to the [LGIP-MMF Operations Manual](#) for specific instructions regarding contributions to the LGIP-MMF.

Direct deposits from the State of Washington will be credited on the same business day.

Pricing. Contribution requests received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that contribution date.

Withdrawals

Pool participants may withdraw funds from the LGIP-MMF on any business day. Each pool participant shall file with the State Treasurer a letter designating the financial institution at which funds withdrawn from the LGIP-MMF shall be deposited (the "Letter"). This Letter shall contain the name of the financial institution, the location of the financial institution, the account name, and the account number to which funds will be deposited. This Letter shall be signed by local officials authorized to receive and disburse funds, as described in WAC 210-10-020.

Disbursements from the LGIP-MMF will be effected by electronic funds transfer. Failure by the State Treasurer to transmit funds to a pool participant after proper notification to the State Treasurer to disburse funds to a pool participant may result in a bank overdraft in the pool participant's bank account. The State Treasurer will reimburse a pool participant for such bank overdraft penalties charged to the pool participant's bank account.

Notice of Wire withdrawal. In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal over one million dollars no later than 9 a.m. on the same day the withdrawal is made. Withdrawals for one million dollars or less can be requested at any time prior to 10 a.m. on the day of withdrawal. For all other withdrawals from the LGIP-MMF over one million dollars that are requested prior to 10 a.m., a pool participant may receive such withdrawal on the same day it is requested at the sole discretion of the State Treasurer. No earnings will be credited on the date of withdrawal for the amounts withdrawn. Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

Notice of ACH withdrawal. In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal by ACH no later than 2 p.m. on the prior business day the withdrawal is requested. No earnings will be credited on the date of withdrawal for the amounts withdrawn.

Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

Pricing. Withdrawal requests with respect to the LGIP-MMF received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that withdrawal date.

Suspension of Withdrawals. If the State Treasurer has determined that the deviation between the Fund's amortized cost price per share and the current net asset value per share calculated using available market quotations (or an appropriate substitute that reflects current market conditions) may result in material dilution or other unfair results, the State Treasurer may, if it has determined irrevocably to liquidate the Fund, suspend withdrawals and payments of withdrawal proceeds in order to facilitate the permanent termination of the Fund in an orderly manner. The State Treasurer will distribute proceeds in liquidation as soon as practicable, subject to the possibility that certain assets may be illiquid, and subject to subsequent distribution, and the possibility that the State Treasurer may need to hold back a reserve to pay expenses.

The State Treasurer also may suspend redemptions if the New York Stock Exchange suspends trading or closes, if US bond markets are closed, or if the Securities and Exchange Commission declares an emergency. If any of these events were to occur, it would likely result in a delay in the pool participants' redemption proceeds.

The State Treasurer will notify pool participants within five business days of making a determination to suspend withdrawals and/or irrevocably liquidate the fund and the reason for such action.

Earnings and Distribution

LGIP-MMF Daily Factor

The LGIP-MMF daily factor is a net earnings figure that is calculated daily using the investment income earned (excluding realized gains or losses) each day, assuming daily amortization and/or accretion of income of all fixed income securities held by the Fund, less the administrative fee. The daily factor is reported on an annualized 7-day basis, using the daily factors from the previous 7 calendar days. The reporting of a 7-day annualized yield based solely on investment income which excludes realized gains or losses is an industry standard practice that allows for the fair comparison of funds that seek to maintain a constant NAV of \$1.00.

LGIP-MMF Actual Yield Factor

The LGIP-MMF actual yield factor is a net daily earnings figure that is calculated using the total net earnings including realized gains and losses occurring each day, less the administrative fee.

Dividends

The LGIP-MMF's dividends include any net realized capital gains or losses, as well as any other capital changes other than investment income, and are declared daily and distributed monthly.

Distribution

The total net earnings of the LGIP-MMF will be declared daily and paid monthly to each pool participant's account in which the income was earned on a per-share basis. These funds will remain in the pool and earn additional interest unless withdrawn and sent to the pool participant's designated bank account as specified on the Authorization Form. Interest earned will be distributed monthly on the first business day of the following month.

Monthly Statements and Reporting

On the first business day of every calendar month, each pool participant will be sent a monthly statement which includes the pool participant's beginning balance, contributions, withdrawals, transfers, administrative charges, earnings rate, earnings, and ending balance for the preceding calendar month. Also included with the statement will be the monthly enclosure. This report will contain information regarding the maturity structure of the portfolio and balances broken down by security type.

III. Management

The State Treasurer is the manager of the LGIP-MMF and has overall responsibility for the general management and administration of the Fund. The State Treasurer has the authority to offer additional sub-pools within the LGIP at such times as the State Treasurer deems appropriate in its sole discretion.

Administrator and Transfer Agent. The State Treasurer will serve as the administrator and transfer agent for the Fund.

Custodian. A custodian for the Fund will be appointed in accordance with the terms of the LGIP Investment Policy.

IV. Miscellaneous

Limitation of Liability

All persons extending credit to, contracting with or having any claim against the Fund offered in this Prospectus shall look only to the assets of the Fund that such person extended credit to, contracted with or has a claim against, and none of (i) the State Treasurer, (ii) any subsequent sub-pool, (iii) any pool participant, (iv) the LGIP, or (v) the State Treasurer's officers, employees or agents (whether past, present or future), shall be liable therefor. The determination of the State Treasurer that assets, debts, liabilities, obligations, or expenses are allocable to the Fund shall be binding on all pool participants and on any person extending credit to or contracting with or having any claim against the LGIP or the Fund offered in this Prospectus. There is a remote risk that a court may not enforce these limitation of liability provisions.

Amendments

This Prospectus and the attached Investment Policy may be amended from time to time. Pool participants shall receive notice of changes to the Prospectus and the Investment Policy. The amended and restated documents will be posted on the State Treasurer website: www.tre.wa.gov.

Should the State Treasurer deem appropriate to offer additional sub-pools within the LGIP, said sub-pools will be offered by means of an amendment to this prospectus.

LGIP-MMF Contact Information

Internet: www.tre.wa.gov Treasury Management System/TMS

Phone: 1-800-331-3284 (within Washington State)

Mail: Office of the State Treasurer
Local Government Investment Pool
PO Box 40200
Olympia, Washington 98504
FAX: 360-902-9044

LOCAL GOVERNMENT INVESTMENT POOL AUTHORIZATION FORM

Please fill out this form completely, including any existing information, as this form will **replace** the previous form.

Entity Name:
Mailing Address:

Email for Statement Delivery: _____

Note: Statements can only be emailed to **ONE** address due to system restrictions

Bank account where funds will be wired when a withdrawal is requested.

(Note: Funds **will not** be transferred to any account other than the one listed below)

Bank Name:
Branch Location:
Bank Routing Number:
Accounting Number:
Account Name:

ACH Authorization: ☐ Yes ☐ No

Account Type: ☐ Checking ☐ Savings ☐ General Ledger

By selecting "Yes" and by signing this form, I hereby authorize the WA Local Government Investment Pool to initiate credit entries to the account listed above. I acknowledge that the origination of ACH transactions to our account must comply with the provisions of U.S. law.

Persons authorized to make deposits and withdrawals for entity listed above.

Name:	Title:	Phone Number:	Signature:

Online TM\$ Access: ☐ Yes ☐ No

If you selected yes, please complete the online section on page 2

If you selected no, skip the online access section

TM\$ Online Web Access

Note: Online access is optional. Each person wanting Full online access must be listed as authorized to initiate transactions on page 1.

		Select one of the following:				Account Type:	
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐
Name:		Add	Delete	Modify	No Change	Full	View Only
Email:		☐	☐	☐	☐	☐	☐

By signing below, I certify I am authorized to represent the institution/agency for the purpose of this transaction.

<i>(Authorized Signature)</i>	<i>(Title)</i>	<i>(Date)</i>
<i>(Print Authorized Name)</i>	<i>(E-mail address)</i>	<i>(Phone no.)</i>

Any changes to these instructions must be submitted in writing to the Office of the State Treasurer.

OFFICE OF THE STATE TREASURER

STACI.ASHE@TRE.WA.GOV

PHONE: (360) 902-9017

Date Updated: _____

Account Number: _____

Updated by: _____

(For OST use only)

11/9/22

State of Washington)
 County of _____) ss.
 Signed or attested before me by _____.
 Dated this ____ day of _____, 20__.

Signature of Notary

SEAL OR STAMP _____

Typed or printed name of Notary
 Notary Public in and for the State of Wash.

My appointment expires: _____

