City Council Regular Meeting Agenda
November 18, 2025 at 6:30 PM
City Hall Council Chambers - 210 W 6th Ave and Virtual

Meetings are broadcast live at https://www.go2kennewick.com/CouncilMeetingBroadcasts.
Public comment registration and instructions are available at https://www.go2kennewick.com/PublicComments.

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1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome/Invocation

HONORS & RECOGNITIONS

- Proclamation: Small Business Saturday

2. VISITORS

A total of thirty minutes is allocated for visitor comments, with each person permitted to speak once for a maximum of three minutes. Visitors are welcome to address any topic, except election matters and the items under public hearing. Comments can be submitted in person, remotely via Zoom, or in writing. Written comments will be distributed to each Councilmember but not read into the record. If you want to provide feedback through Zoom or written format, please reach out to the City Clerk or our website for guidance. www.go2kennewick.com

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All items included in the Consent Agenda have been provided to each member of the Kennewick City Council for review and consideration. These items are deemed routine and will be approved with a single motion from the Council, without any separate discussion. A Councilmember may remove an item for further consideration under New Business.

a. **Meeting Minutes: November 4, 2025, City Council Regular Meeting**
Motion to approve the minutes as presented.

b. **Claim Roster: October 2025**
Motion to approve the Claims Roster for October 2025 in the amount of $7,329,784.16 comprised of electronic payments and check numbers 321334-321770.

c. **Payroll Roster: For the Pay Period Ending 10/31/2025**
Motion to approve the payroll roster for the pay period ending 10/31/2025.

d. **Report: Annual Complete Streets Report For 2024**
Motion to accept the Annual Complete Streets Report as presented.

e. **Contract: 2025-2027 Solid Waste Management Interlocal Agreement between the City of Kennewick, Benton County, and City of Benton City, City of Prosser, City of West Richland, and City of Richland**
Motion to approve the contract as presented.

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. **Contract: Columbia Center Blvd. Widening Project Consultant Agreement for Real Estate Services (P2403)**
Motion to authorize the City Manager to sign the professional services agreement with Universal Field Services, Inc. as presented.

g. **Grants: Authorizing a Systemic Safety Streetlight Project Grant Application to WSDOT's Highway Safety Improvement Program (HSIP)**
Motion to authorize staff to submit a grant application to WSDOT as described.

5. ORDINANCES & RESOLUTIONS

a. Ordinance: Amending KMC 11.36.130, Intersection Avoidance

b. Resolution: County-Wide Planning Policies

6. PUBLIC HEARINGS

a. Ordinance: Mid-Biennium Budget Adjustment

b. Ordinance: 2026 Property Tax Levy

c. Ordinance: Annexation: AZ-2025-0001, Strizhak Haven Ranch LLC (5215 S Washington Street)

1. Ordinance: Franchise Agreement with Basin Disposal to Provide Solid Waste Disposal at AZ-2025-0001, Strizhak Haven Ranch

d. CDBG: 2026 Annual Action Plan and Citizen Participation Plan

7. COUNCIL COMMENTS & DISCUSSION

8. CONCLUSION

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

Proclamation

WHEREAS, the City of Kennewick celebrates our local small businesses and the contributions they make to our economy and community; and

WHEREAS, small businesses play a vital role in maintaining the unique character of our neighborhoods, fostering innovation, and creating meaningful jobs for our residents; and

WHEREAS, small businesses in the restaurant and retail industries significantly contribute to the vibrancy of our local economy, offering diverse culinary experiences and unique shopping opportunities that draw visitors; and

WHEREAS, Small Business Saturday was founded in 2010 to encourage people across the country to support small, independently owned local businesses during the busiest shopping period of the year; and

WHEREAS, since the tradition started, advocacy groups, as well as public and private organizations across the country, have endorsed the Saturday after Thanksgiving as Small Business Saturday; and

WHEREAS, Small Business Saturday provides us with a wonderful opportunity to support our familiar favorite small businesses, and find new favorites, when we "Shop Small, Shop Local, Shop Special";

NOW, THEREFORE, I, Mayor Gretl Crawford, on behalf of the Kennewick City Council, do hereby proclaim **Saturday, November 29, 2025, as Small Business Saturday in the City of Kennewick** and urge the residents of our community to support small businesses and merchants not just on Small Business Saturday but throughout the year.

IN WITNESS WHEREOF, I have set my hand and caused the official seal of the City of Kennewick to be hereunto affixed this 18th day of November 2025.

SIGNED

Gretl J. Crawford

GRETL J. CRAWFORD,
Mayor

ATTEST

Krystal Johnston

KRYSTAL JOHNSTON,
City Clerk

Council Agenda Coversheet	Item Number: 4.a.	Date: 11/18/2025	Category: Consent Agenda
	Item Type: General Business Item		
	Subject: **Meeting Minutes: November 4, 2025, City Council Regular Meeting**		
	Department: City Manager		

Recommendation

Staff recommends Council approve the meeting minutes as presented.

Motion for Consideration

Motion to approve the minutes as presented.

Summary

The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration.

Alternatives

The City Council may make corrections to errors and approve the meeting minutes as amended.

Fiscal Impact

None.

Attachments:

1. Minutes - Draft

CITY OF KENNEWICK
CITY COUNCIL REGULAR MEETING
NOVEMBER 4, 2025

CITY COUNCIL PRESENT:

Gretl Crawford, *Mayor*
Chuck Torelli, *Mayor Pro Tem*
Loren Anderson, *Councilmember*
Brad Beauchamp, *Councilmember*
Jim Millbauer, *Councilmember*
John Trumbo, *Councilmember*

CITY STAFF PRESENT:

Erin Erdman, *City Manager*
Lisa Beaton, *Deputy City Manager*
Cary Roe, *Deputy City Manager*
Laurencio Sanguino, *City Attorney*
Chris Guerrero, *Police Chief*
Michael Heffner, *Fire Chief*
Jessica Platt, *Finance Director*
John Cowling, *Public Works Director*
Krystal Johnston, *City Clerk*
Isaac Merkl, *Police Commander*
Jillian Henze, *PIO/Marketing Supervisor*

1. CALL TO ORDER

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

Ms. Johnston stated all councilmembers were in attendance with the exception of Councilmember McShane and that a quorum was established.

Mayor Crawford stated Councilmember McShane provided advanced notice of his absence and requested an excusal.

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

Councilmember Anderson led the Pledge of Allegiance; Doug Heric provided the invocation.

2. VISITORS:

Mayor Crawford introduced five business leaders visiting our region from the country of Georgia. The visitors are in the Tri-Cities to learn more about small business and local government through the sponsorship of the Columbia Center Rotary.

A visitor requested resources for people experiencing homelessness and requested a workshop discussion of the topic.

A visitor requested improved aquatic facilities.

A visitor spoke to the importance of using local businesses rather than out-of-state options.

3. APPROVAL OF AGENDA

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

4. CONSENT AGENDA

MOTION:	Mayor Pro Tem Torelli moved to approve the consent agenda.
SECOND:	Councilmember Millbauer
VOTE:	**The motion passed unanimously (6-0)**

a. **Meeting Minutes: October 21, 2025, City Council Regular Meeting**
Motion to approve the minutes as presented.

b. **Meeting Minutes: October 28, 2025, City Council Workshop**
Motion to approve the minutes as presented.

c. **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 September 2025 in the amount of $298,688.30 comprised of check numbers 28556-28622 in the amount of $212,717.98 and electronic transfers in the amount of $85,970.32.

d. **Claims Roster: Columbia Park Golf Course Account**
Motion to approve the Claims Roster for the Columbia Park Golf Course Account for September 2025 in the amount of $51,551.95 consisting of check numbers 2963-2974 and 2991-2999 in the amount of $12,570.82 and electronic transfers in the amount of $38,981.13.

e. **Payroll Roster: For the Pay Period Ending 10/15/2025**
Motion to approve the payroll roster for the pay period ending 10/15/2025.

f. **Lobbying: 2026 State Legislative Agenda**
Motion to approve the 2026 State Legislative Agenda as presented.

g. **Contract: CompuNet Microsoft G3 Licensing**
Motion to approve the Microsoft 365 G3 1-year contract for a total cost (inclusive of tax) $202,118.63.

h. **Contract: Five-Year Third Party Ambulance Billing Services Contract Extension with Systems Design West, LLC (Contract No. 20-022)**
Motion to authorize the City Manager to execute the five-year contract extension with Systems Design West, LLC, as presented.

i. **Contract: Zone 3 West Transmission Pipeline Project (P1905-25) Bid Award to Culbert Construction, Inc.**
Motion to award P1905-25 Zone 3 West Transmission Pipeline Contract to Culbert Construction, Inc.

j. **License Agreement: Authorization to Execute a License Agreement with Kennewick Irrigation District (KID) for the Zone 3 W Transmission Pipeline Project (P1905)**

Motion to authorize the City Manager to sign the License Agreement with Kennewick Irrigation District (KID) for the P1905 Zone 3 W Transmission Pipeline Project as presented.

k. **Resolution 25-15: Consent to the Transfer of Controls Between Desert Winds Wireless LLC and Ziply Fiber for an Existing Franchise Agreement**

Motion to adopt the resolution as presented. The City Clerk assigned Resolution No. 25-15.

6. NEW BUSINESS

a. Letter of Support: Banning Aerial Fireworks in West Richland

Ms. Erdman provided a staff report and answered Council's questions.

MOTION:	Mayor Pro Tem Torelli moved to approve the letter of support as presented and authorize Mayor Crawford's signature.
SECOND:	Councilmember Millbauer
DISCUSSION:	None
VOTE:	**The motion passed unanimously (6-0)**

7. COUNCIL COMMENTS/DISCUSSION:

Councilmembers reported on their respective activities, upcoming events, and items of concern.

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

DRAFT
Krystal Johnston
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:
https://kennewickwa.new.swagit.com/videos/359923

Council Agenda Coversheet	Item Number:	4.b.	Date:	11/18/2025	Category: Consent Agenda
	Item Type:	General Business Item			
	Subject:	**Claim Roster: October 2025**			
	Department:	Finance			

Recommendation

Staff recommends Council approve the Claims Roster for October 2025.

Motion for Consideration

Motion to approve the Claims Roster for October 2025 in the amount of $7,329,784.16 comprised of electronic payments and check numbers 321334-321770.

Summary

The purchasing card detail is provided in a separate report following the claims roster. The payments on this Claims Roster are comprised of the following issuances during the period 10/1/2025-10/31/2025:

Check numbers 321334:321770	$5,484,853.05
Electronic payments (EFT):	$1,844,931.11
Total	**$7,329,784.16**

Alternatives

None.

Fiscal Impact

$7,329,784.16

Attachments:

1. Claims Roster

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
Fund 001					
000 - Fund Activity					
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX	**$143.22**
321346	10/09/2025	70001	BENTON COUNTY TREASURER	CRIME VICTIM'S COMPENSATION	**$689.04**
321348	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96363170	**$69.00**
321349	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96233439	**$150.00**
321350	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-95705486	**$700.00**
321351	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-95856954	**$1,300.00**
321352	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96271045	**$1,300.00**
321353	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96228991	**$471.00**
321354	10/09/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST- 95997964	**$700.00**
321358	10/09/2025	70000	WASHINGTON STATE TREASURER	COURT FINES-AUGUST 2025	**$54,655.40**
321564	10/10/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST	**$125.00**
321568	10/23/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96601178	**$150.00**
321569	10/23/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96509625	**$100.00**
321570	10/23/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96729854	**$1,300.00**
321571	10/23/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST- 96525589	**$500.00**
321572	10/23/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96887902	**$250.00**
321573	10/23/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-96888594	**$1,300.00**
321761	10/30/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST- 97092529	**$100.00**
321762	10/30/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST- 96968528	**$700.00**
				000 - Fund Activity Subtotal:	**$64,702.66**
011 - City Council					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	**$368.00**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$240.06**
				011 - City Council Subtotal:	**$608.06**
012 - City Manager					
321440	10/10/2025	7851	GREAT HARVEST BREAD, SUNRISE BAKERY LLC	FOOD FOR THE FIRE CHIEF INTERVIEW PANEL	**$582.08**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$208.09**
				012 - City Manager Subtotal:	**$790.17**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
023 - Recreation Services					
EFT	10/02/2025	77146	GLOBAL PAYMENTS	MERCHANT FEES	**$4,763.70**
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	**$183.00**
321395	10/10/2025	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECREATION RECURRING SHRED SERVICE FOR SEPT. 2025	**$50.57**
321411	10/10/2025	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	**$156.31**
321484	10/10/2025	8250	MOSES LAKE MENS SOFTBALL	FALL ADULT SOFTBALL UMPIRE FEES 9/15-10/9/2025	**$1,470.00**
321490	10/10/2025	248	NICHOLAS A FARLINE	TRVL REIMB 09/2025-NRPA CONFERENCE	**$4,465.82**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$191.86**
321726	10/24/2025	161	SIRI BRAZILIAN JIU JITSU	SEPTEMBER 2025 JIU JITSU PAYMENT	**$210.00**
321727	10/24/2025	400	SKYHAWKS SPORTS ACADEMY LLC	SUMMER SKYHAWKS SUPER TOTS PROGRAMS	**$21,257.60**
				023 - Recreation Services Subtotal:	**$32,748.86**
024 - Facilities Maintenance					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	**$503.00**
321335	10/02/2025	84	BENTON PUD NO. 1	ELECTRICITY	**$37,047.61**
321336	10/02/2025	83	CASCADE NATURAL GAS	GAS SERVICE	**$1,584.02**
321339	10/02/2025	8977	HERITAGE PROF LANDSCAPING INC	90% PAYMENT N WASHINGTON STREET LANDSCAPING	**$16,547.02**
321340	10/02/2025	5112	FIRE PROTECTION SERVICE CORPORATION	CITY HALL - 112317	**$951.55**
321343	10/02/2025	1035	WASHINGTON HARDWARE AND, FURNITURE CO	ROPE & BACKPACK SPRAYER	**$108.57**
321361	10/10/2025	8623	ACE SALES & SERVICE INC	PORTABLE TOILETS FOR SCOTT PARK	**$244.00**
321362	10/10/2025	5911	AMERICAN BUILDING MAINTENANCE	OCTOBER CONTRACTUAL	**$3,213.83**
321366	10/10/2025	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	REPLACE BAD SENSOR	**$1,835.06**
321388	10/10/2025	9635	BRUNSON, ROGER	REIMBURSE OE CLOTHING BRUNSON	**$218.52**
321400	10/10/2025	1332	COFFEY REFRIGERATION	FREEZER NOT MAINTAINING TEMP	**$1,191.65**
321411	10/10/2025	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	**$116.14**
321426	10/10/2025	9431	FAIRBANK EQUIPMENT	PUMP FOR PESTICIDE SPRAYER	**$284.58**
321428	10/10/2025	86	FERGUSON ENTERPRISES INC	4IN REPAIR PACK FOR IRRIGATION	**$410.73**
321429	10/10/2025	9237	FIKES NORTHWEST CORP	SCENT	**$201.76**
321438	10/10/2025	1775	GRAINGER	GANTRY AND CHAIN HOIST FOR SOUTHRIDGE PUMPS	**$2,838.04**
321445	10/10/2025	865	HD FOWLER COMPANY INC	IRRIGATION REPAIR COUPLING FOR DOG PARK BREAK	**$124.01**
321446	10/10/2025	8977	HERITAGE PROF LANDSCAPING INC	LANDSCAPE MAINT 3 RIVERS	**$11,890.75**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321453	10/10/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	FLOOR SCRUB	**$14,050.00**
321456	10/10/2025	1025	JAMIE O'NEILL	COBRA COST FOR 3 MONTHS-2025	**$3,216.15**
321464	10/10/2025	78	KENNEWICK INDUSTRIAL & ELEC	IRRIGATION REPAIR PARTS	**$1,474.64**
321468	10/10/2025	2638	LACEY, KEN	REIMBURSE OE CLOTHING LACEY	**$293.75**
321475	10/10/2025	8626	MCDONALD & ASSOCIATES, DBA MCDONALD EXCAVATING	RIVER ROCK FOR VANCOUVER	**$627.96**
321480	10/10/2025	484	MILNE NAIL,POWER TOOL & REPAIR	JIGSAW AND BLADES	**$248.22**
321485	10/10/2025	7969	MUSTANG SIGN GROUP, WANG ENTERPRISES	SIGN FOR SCOTT PARK PLAYGROUND	**$306.82**
321490	10/10/2025	248	NICHOLAS A FARLINE	TRVL REIMB 09/2025-NRPA CONFERENCE	**$4,465.83**
321493	10/10/2025	648	NORTHWEST PLAYGROUND EQUIPMENT, INC	WOOD CHIPS FOR PLAYGROUNDS	**$6,572.44**
321496	10/10/2025	5460	NRC ENVIRONMENTAL SERVICES INC	DES STATE CONTRACT 06419 ENCAMPMENT CLEANUP	**$6,085.52**
321498	10/10/2025	5262	OVERHEAD DOOR COMPANY, OF TRI-CITIES	FIX BROKEN CHAIN ON GARAGE DR OPENER	**$578.42**
321503	10/10/2025	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	LIGHT BULBS	**$1,136.79**
321509	10/10/2025	5112	FIRE PROTECTION SERVICE CORPORATION	FROST - 119529	**$755.65**
321511	10/10/2025	957	RANCH & HOME INC	FERTILIZER SPREADER	**$386.58**
321551	10/10/2025	3564	US LINEN AND UNIFORM	LINEN SERVICE	**$345.18**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$1,381.63**
321557	10/10/2025	1035	WASHINGTON HARDWARE AND, FURNITURE CO	CHANGING RM DOOR REPAIR	**$23.89**
321562	10/10/2025	1755	WILBUR-ELLIS COMPANY	PESTICIDES	**$1,627.29**
321577	10/24/2025	8623	ACE SALES & SERVICE INC	PORTABLE TOILETS K4 CIVIC	**$494.00**
321586	10/24/2025	4052	BATTERIES PLUS	LIGHTS FOR ABOVE SINKS IN RESTROOM	**$42.37**
321590	10/24/2025	84	BENTON PUD NO. 1	ELECTRICITY	**$33,215.59**
321596	10/24/2025	10584	CAMTEK INC	MONITORING	**$489.60**
321598	10/24/2025	83	CASCADE NATURAL GAS	GAS SERVICE	**$4,769.98**
321636	10/24/2025	86	FERGUSON ENTERPRISES INC	IRRIGATION REPAIR COUPLER	**$232.19**
321644	10/24/2025	1775	GRAINGER	HARDWARE FOR SCOTT ADA SIGN ISSUES	**$1,630.09**
321652	10/24/2025	711	HOOKED UP PASCO INC	ABANDONED MOTORHOME TOW SERVICE	**$526.81**
321658	10/24/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	STRIP AND WAX	**$2,555.00**
321667	10/24/2025	6917	KELLER SUPPLY COMPANY	VALVE BODY FOR TOILET - EAST R/RM	**$488.98**
321668	10/24/2025	78	KENNEWICK INDUSTRIAL & ELEC	VALVES FOR CHIEF'S OFFICE	**$232.50**
321676	10/24/2025	10534	LIBERTY LAWN AND SAW SHOP	EDGERS TO REPLACE OLD AND BROKEN ONES	**$5,040.00**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321697	10/24/2025	4520	OTIS ELEVATOR	SERVICE CONTRACT	$22,816.27
321698	10/24/2025	5262	OVERHEAD DOOR COMPANY, OF TRI-CITIES	SMALL WATER DEPT. DOOR	$453.25
321709	10/24/2025	957	RANCH & HOME INC	PAINT FOR MARKING UNEVEN SIDEWALK AREAS	$57.66
321725	10/24/2025	7555	SHERWIN-WILLIAMS COMPANY	BLACK PAINT FOR TRASH CANS	$491.18
321745	10/24/2025	6270	TRI-CITY SIGN & BARRICADE	ADA SIGNS FOR SCOTT PARK PARKING	$218.69
321756	10/24/2025	398	RENTOKIL NORTH AMERICA INC	RODENT CONTROL STATION 1,2 AND 4	$244.80
				024 - Facilities Maintenance Subtotal:	**$196,886.56**
026 - Economic Development					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$511.00
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$44.46
321641	10/24/2025	1173	GEORGE RAY III	TRVL REIMB- CBC ALC CONFERENCE	$885.64
				026 - Economic Development Subtotal:	**$1,441.10**
032 - Accounting					
321342	10/02/2025	976	WA STATE AUDITOR'S OFFICE	07/25 ASSESSMENT AUDIT PERIOD:23-24	$417.30
321399	10/10/2025	833	CLARK NUBER PS	99083688 - TAX FORM 990- PREPARATION	$3,675.00
321417	10/10/2025	1144	EDGAR CASTRO	TRVL REIMB- MRSC FINANCE BOOTCAMP	$397.60
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$38.37
321594	10/24/2025	5736	BOWMAN CONSULTING GROUP LTD	INDIRECT COST ALLOCATION PLAN	$6,833.75
321626	10/24/2025	1144	EDGAR CASTRO	WFOA 2025 CONFERENCE	$201.00
321663	10/24/2025	938	JESSICA PLATT	TRVL REIMB- 70TH ANNUAL WFOA CONF	$503.20
321711	10/24/2025	1314	REHN & ASSOCIATES, INC.	COBRA NOTICES FOR DENTAL COVERAGE	$140.00
321751	10/24/2025	976	WA STATE AUDITOR'S OFFICE	L170795 -FEDERAL & ACCOUNTABILITY AUDIT	$8,757.00
				032 - Accounting Subtotal:	**$20,963.22**
033 - Human Resources					
321373	10/10/2025	1034	BAKER TILLY US LLP	PROFESSIONAL SERVICES - COMPENSATION STUDY	$15,900.00
321473	10/10/2025	9792	LOPEZ, JUAN	CDL MEDICAL PHYSICAL REIMBURSEMENT FOR JUAN LOPEZ	$135.00
321489	10/10/2025	1030	NAVIA BENEFIT SOLUTIONS, CLIENT PAY	NAVIA FLEX - PARTICIPANT FEE	$683.70
321495	10/10/2025	1165	MICHAEL NOVAKOVICH	CITY LEADERSHIP FACILITATION	$4,800.00
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$115.11
321704	10/24/2025	936	PROCOM	PROFESSIONAL SERVICES	$78.00

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321735	10/24/2025	8315	STERLING	PROFESSIONAL SERVICES	$240.79
				033 - Human Resources Subtotal:	**$21,952.60**
034 - Civil Service					
321488	10/10/2025	4932	NATIONAL TESTING NETWORK	TESTING & RECRUITMENT SERVICES - KPD	$3,000.00
321507	10/10/2025	326	PUBLIC SAFETY PSYCHOLOGICAL SERVICES	PSYCHOLOGICAL EVAL - FIRE	$468.18
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$115.11
321707	10/24/2025	326	PUBLIC SAFETY PSYCHOLOGICAL SERVICES	PROFESSIONAL SERVICES	$468.18
				034 - Civil Service Subtotal:	**$4,051.47**
035 - Customer Service					
EFT	10/01/2025	70016	U.S. BANK	MERCHANT FEES	$37,765.68
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$520.50
321414	10/10/2025	3530	DATAPROSE INC	UTILITY BILLING BILLPRINT AND POSTAGE SEPT 2025	$9,916.71
321688	10/24/2025	868	MIRIAM TECHNOLOGIES INC	LIEN SEARCH SERVICES	$1,566.72
				035 - Customer Service Subtotal:	**$49,769.61**
036 - Code Enforcement					
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$143.93
321585	10/24/2025	9813	B-F JUVENILE JUSTICE CTR	GRAFFITI ABATEMENT PROGRAM-SEPTEMBER 2025	$3,286.92
				036 - Code Enforcement Subtotal:	**$3,430.85**
042 - City Attorney					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$249.20
321479	10/10/2025	5561	MENKE JACKSON BEYER EHLIS, & HARPER, LLP	PURCHASE & SALE AGREEMENT	$1,413.60
321506	10/10/2025	3467	PRONTO PROCESS SERVICE, INC	PTO-2025003780 - MONTHLY COURIER FEE - AUGUST 2025	$170.00
321522	10/10/2025	10226	SANGUINO, LAURENCIO	LS MILEAGE REIMBURSE - 3RD QUARTER 2025	$427.00
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$58.48
321561	10/10/2025	853	WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE SUBSCRIPTION - SEPT 2025	$3,352.12
321748	10/24/2025	1201	TYLER HAUETER	TRVL REIMB-WSAMA FALL CONFERENCE 2025	$147.60
				042 - City Attorney Subtotal:	**$5,818.00**
051 - City Clerk					
321656	10/24/2025	6	IMPREST PETTY CASH FUND	PC-10202025 - REPLENISH PETTY CASH DRAWER	$39.00
321671	10/24/2025	9908	KRYSTAL JOHNSTON	TRVL REIMB-WMCA FALL ACADEMY	$300.80

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321690	10/24/2025	3962	MUNICIPAL SVCS PETTY CASH	REMIBURSEMENT OF PW PETTY CASH FUN	$9.00
				051 - City Clerk Subtotal:	**$348.80**
053 - Purchasing					
321462	10/10/2025	582	JOHN KUTROWSKI	OE CLOTHING JEAN REIMB	$152.30
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$38.37
				053 - Purchasing Subtotal:	**$190.67**
054 - Information Technology					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$980.30
321337	10/02/2025	8295	CENTURYLINK	PS/ALI - ALI/SR PER 100 REC	$6.70
321374	10/10/2025	4052	BATTERIES PLUS	RECYCLING FEE FOR CITY BATTERIES	$78.64
321437	10/10/2025	4659	GOVERNMENT JOBS.COM INC	NEOGOV INSIGHT SUBSCRIPTION RENEWAL	$3,861.04
321539	10/10/2025	1128	TRACY TROUTMAN	TRVL REIMB- INFO-TECH 2025 CONFERENCE	$131.41
321549	10/10/2025	1566	TYLER TECHNOLOGIES INC	TYLER ANNUAL MAINTENANCE	$287,316.91
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$877.15
321612	10/24/2025	6375	COMPUNET INC	NETWORK CONSULTING	$132,366.22
321657	10/24/2025	9739	INSIGHT PUBLIC SECTOR INC	VISIO ADDON LICENSES - 4 SEATS (IT)	$99.53
321729	10/24/2025	8210	SMARSH INC	NET GUARD	$1,770.40
321739	10/24/2025	8	TELCO WIRING & REPAIR INC	CITY INTERNET/WAN CHARGES	$5,993.00
321759	10/24/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC-AUG 2025	$7,502.59
				054 - Information Technology Subtotal:	**$440,983.89**
060 - Planning Revenues					
321574	10/23/2025	99991	PERMIT REFUNDS	PERMIT REFUND MVAR-2025-0002	$186.00
				060 - Planning Revenues Subtotal:	**$186.00**
062 - Planning					
321537	10/10/2025	172	THE TRI-CITY HERALD	LEGAL PUBLICATION: VAR-2025-0002 NOPH	$227.98
321669	10/24/2025	399	KOTTKAMP, YEDINAK, ESWORTHY, PLLC	9/8/2025 KENNEWICK HEARING EXAMINER: SUB-2025-0004	$1,400.00
321679	10/24/2025	1073	MAKERS ARCHITECTURE AND URBAN DESIGN LLP	INV.#2502-8: KENN. COMP PLAN SERV. THRU 9/2025	$21,573.14
321744	10/24/2025	3265	TRANSPO GROUP, TRANSPO GROUP USA INC	P2511 CONSULTANT INVOICE	$5,947.50
				062 - Planning Subtotal:	**$29,148.62**
070 - Police Revenues					

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
EFT	10/17/2025	70008	WA. STATE DEPT OF LICENSING	FIREARMS LICENSING	$3,112.00
321355	10/09/2025	99994	CPL REFUNDS	CPL REFUND REQUEST-007316-0003	$49.25
321356	10/09/2025	99994	CPL REFUNDS	CPL REFUND REQUEST-007343-0006	$49.25
321763	10/30/2025	99994	CPL REFUNDS	CPL REFUND REQUEST-007391-0008	$32.00
				070 - Police Revenues Subtotal:	**$3,242.50**
071 - KPD-Administration					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$1,223.00
321403	10/10/2025	1682	COLUMBIA FITNESS SYSTEMS	PREVENTATIVE MAINTENANCE SERVICE	$212.16
321514	10/10/2025	5213	REYNA, BLANCA	TRVL REIMB 2025 ADMIN PROFFESIONALS CONFERENCE	$1,498.56
321520	10/10/2025	619	RYAN YATES	PRE-EMPLOYMENT POLYGRAM EXAM	$500.00
321600	10/24/2025	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES	$582.63
321611	10/24/2025	1682	COLUMBIA FITNESS SYSTEMS	FITNESS EQUIPMENT REPAIRS	$440.64
321759	10/24/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC-AUG 2025	$251.11
				071 - KPD-Administration Subtotal:	**$4,708.10**
072 - KPD-Criminal Investigation					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$2,288.98
321452	10/10/2025	1019	INTERACTIVE DATA, LLC	PEOPLE SEARCH - SEPT 2025	$209.53
321477	10/10/2025	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	$81.60
321514	10/10/2025	5213	REYNA, BLANCA	KPD ADMIN PETTY CASH	$268.00
321591	10/24/2025	4965	BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	$59.79
				072 - KPD-Criminal Investigation Subtotal:	**$2,907.90**
073 - KPD-Patrol					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$402.60
321370	10/10/2025	3649	AXON ENTERPRISE INC	PRO / BASIC LICENSE BUNDLE	$322,118.04
321385	10/10/2025	4965	BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	$359.04
321477	10/10/2025	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	$897.60
321514	10/10/2025	5213	REYNA, BLANCA	KPD ADMIN PETTY CASH	$89.00
321535	10/10/2025	10971	THE BUNKER	BALLISTIC VEST	$2,351.94
321555	10/10/2025	971	WA CRIMINAL JUSTICE, TRAINING COMMISSION	BLEA CLASS 925	$66,555.00
321591	10/24/2025	4965	BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	$59.78

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321650	10/24/2025	1203	GCM WELCH INC	SPANISH FIELD SOBRIETY TEST CARDS	$100.00
321685	10/24/2025	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	$734.40
				073 - KPD-Patrol Subtotal:	**$393,667.40**
074 - KPD-Staff Services					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$1,711.23
321558	10/10/2025	1033	WASHINGTON STATE PATROL	ACCESS FEES	$1,176.00
321656	10/24/2025	6	IMPREST PETTY CASH FUND	PC-10202025 - REPLENISH PETTY CASH DRAWER	$122.24
				074 - KPD-Staff Services Subtotal:	**$3,009.47**
075 - KPD-Intergovernmental					
321377	10/10/2025	14	BENTON COUNTY	WORK CREW - AUGUST 2025	$14,216.28
321378	10/10/2025	14	BENTON COUNTY	JAIL SERVICE - AUGUST 2025	$204,476.42
321527	10/10/2025	1160	SOUND PHYSICIANS EMERGENCY MEDICINE OF WASHINGTON	PRISONER MEDICAL	$2,406.36
321545	10/10/2025	9790	TRIOS HEALTH, RCCH TRIOS HEALTH LLC	PRISONER MEDICAL	$2,770.96
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$9,352.58
321588	10/24/2025	14	BENTON COUNTY	WORK CREW - JULY 2025	$14,340.66
321604	10/24/2025	100	CITY OF RICHLAND	SECOMM ASSESSMENT- DISPATCH SERVICES	$236,579.19
				075 - KPD-Intergovernmental Subtotal:	**$484,142.45**
076 - KPD-Special Services					
321335	10/02/2025	84	BENTON PUD NO. 1	ELECTRICITY	$24.74
321398	10/10/2025	422	CLARITY POINT PLLC	WELLNESS PROGRAM - SEPTEMBER 2025	$2,472.69
321505	10/10/2025	18	POWERDMS, INC.	POWERREADY SUBSCRIPTION	$3,924.24
321530	10/10/2025	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	$410.69
321577	10/24/2025	8623	ACE SALES & SERVICE INC	I9569 - PORTABLE TOILET - SHOOTING RANGE	$79.50
321584	10/24/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	UNIFORM SUPPLIES FOR CHIPS	$325.12
321590	10/24/2025	84	BENTON PUD NO. 1	ELECTRICITY	$28.92
321622	10/24/2025	1193	DANIEL STEVEN WILLIS	WELLNESS TRAINING	$2,673.71
321737	10/24/2025	3630	SYMBOLARTS, LLC	CHALLENGE COINS	$1,539.63
				076 - KPD-Special Services Subtotal:	**$11,479.24**
081 - Fire Administration					
321393	10/10/2025	7496	CHAPLAIN SERVICES NETWORK	2025-2026 ON-CALL CHAPLAINCY SERVICES	$2,550.00

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321543	10/10/2025	168	TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL	$15.37
321600	10/24/2025	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SECURED SHRED SERVICE	$50.90
321608	10/24/2025	7849	COLUMBIA BASIN ICE AND, TRANSPORT	ICE	$178.13
321644	10/24/2025	1775	GRAINGER	FS4 AUTO DRAIN	$159.32
321734	10/24/2025	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS5 STATION SUPPLIES	$949.60
				081 - Fire Administration Subtotal:	**$3,903.32**
082 - Fire Suppression					
321434	10/10/2025	5823	GALLS, LLC	NAME PLATES	$127.33
321467	10/10/2025	4244	L N CURTIS & SONS	STRUCTURE FF BOOTS - PEGANOV	$1,941.34
321494	10/10/2025	5059	NORTHWEST SAFETY CLEAN	TURNOUT NAMEPLATE - CURTIS	$31.97
321524	10/10/2025	7872	SEA WESTERN INC	2XL/3XL SAFETY VEST	$363.08
321540	10/10/2025	945	TRI CITY CLEANERS	CLASS A UNIFORM - D.DAY	$21.56
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$1,376.19
321556	10/10/2025	104	WA STATE LABOR & INDUSTRIES	BE73173- 034 001 675	$47.58
321575	10/24/2025	10964	911 SUPPLY INC	WINTER COATS	$301.64
321584	10/24/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	PREVENTION UNIFORM SHIRTS	$94.66
321604	10/24/2025	100	CITY OF RICHLAND	SECOMM ASSESSMENT- DISPATCH SERVICES	$6,403.66
321640	10/24/2025	5823	GALLS, LLC	UNIFORM CAPS	$233.81
321673	10/24/2025	4244	L N CURTIS & SONS	WILDLAND PACKS	$494.29
321684	10/24/2025	1206	MED-TECH RESOURCE INC	STRUCTURAL FF BOOTS	$1,193.39
321721	10/24/2025	7872	SEA WESTERN INC	DUAL USE BOOTS	$117.33
				082 - Fire Suppression Subtotal:	**$12,747.83**
090 - Engineering					
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$385.34
321690	10/24/2025	3962	MUNICIPAL SVCS PETTY CASH	REMIBURSEMENT OF PW PETTY CASH FUN	$67.82
321770	10/30/2025	99991	PERMIT REFUNDS	PERMIT REFUND DPW-2025-2807	$75.00
				090 - Engineering Subtotal:	**$528.16**
100 - GF-Nondepartmental					
321335	10/02/2025	84	BENTON PUD NO. 1	ELECTRICITY	$4,964.71
321336	10/02/2025	83	CASCADE NATURAL GAS	GAS SERVICE	$93.32

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321340	10/02/2025	5112	FIRE PROTECTION SERVICE CORPORATION	MCL - 113129	$88.94
321376	10/10/2025	92	BENTON CLEAN AIR AGENCY	COK ASSESSMENT	$19,938.93
321397	10/10/2025	435	CITY OF PASCO	2025-00005019 - ANIMAL SHELTER SERVICES-AUG 2025	$65,891.54
321411	10/10/2025	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	$630.22
321436	10/10/2025	926	GORDON THOMAS HONEYWEL GOVERNMENTAL AFFAIRS	GOVERNMENTAL AFFAIRS SERVICES DURING SEPT.	$5,150.00
321453	10/10/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC -SEPT 2025	$5,540.00
321509	10/10/2025	5112	FIRE PROTECTION SERVICE CORPORATION	MCL - 113129	$88.94
321587	10/24/2025	8297	BENTON CO COMMISSIONERS	BCDC/PROB EXPENSES - SEPT 2025(20.35%)	$196,619.57
321590	10/24/2025	84	BENTON PUD NO. 1	ELECTRICITY	$5,194.33
321598	10/24/2025	83	CASCADE NATURAL GAS	GAS SERVICE	$445.68
				100 - GF-Nondepartmental Subtotal:	**$304,646.18**
				Total For Fund 001	**$2,099,003.69**
Fund 102					
010 - Fund Activity					
321369	10/10/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM - JOSH JACOBSEN	$90.26
321390	10/10/2025	1817	RADIO SERVICE COMPANY INC	2 WAY RADIO MAINT AGREEMENT	$221.95
321433	10/10/2025	4370	GAFFEY, PAUL	UNIFORM ALLOWANCE	$144.49
321438	10/10/2025	1775	GRAINGER	SIGNS	$206.12
321463	10/10/2025	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - SEPTEMBER	$191.17
321517	10/10/2025	4618	RODDA PAINT COMPANY	PAINT BUGGY TIPS	$361.41
321531	10/10/2025	28	STAR RENTALS INC	CONCRETE GRINDER	$154.21
321550	10/10/2025	493	UNITED RENTALS NORTHWEST INC	GRINDER FOR SIDEWALKS	$285.06
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$243.54
321563	10/10/2025	4578	ZUMAR INDUSTRIES INC	SIGN BLANKS	$2,017.97
321584	10/24/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM - JOSH SOGGIE	$566.32
				010 - Fund Activity Subtotal:	**$4,482.50**
110 - Traffic					
321438	10/10/2025	1775	GRAINGER	WHEEL KIT FOR PALLET JACK	$135.44
321463	10/10/2025	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - SEPTEMBER	$191.17
321464	10/10/2025	78	KENNEWICK INDUSTRIAL & ELEC	HAND TOOLS	$111.81

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321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$286.28
321578	10/24/2025	8615	ADVANCED TRAFFIC PRODUCTS INC	INS2 PUSH BUTTONS AND CONTROL BOARDS	$8,212.55
321590	10/24/2025	84	BENTON PUD NO. 1	ELECTRICITY	$29,001.19
321610	10/24/2025	6389	COLUMBIA ELECTRIC SUPPLY	TRANSFORMERS AND LED LIGHTS FOR CABLE BRIDGE	$1,148.93
321631	10/24/2025	8774	FASTENAL COMPANY	WATER LESS WIPES AND CLEANER	$26.36
321668	10/24/2025	78	KENNEWICK INDUSTRIAL & ELEC	PARTS FOR SCHOOL BEACON REBUILD	$448.52
				110 - Traffic Subtotal:	**$39,562.25**
				Total For Fund 102	**$44,044.75**
Fund 104					
010 - Fund Activity					
321371	10/10/2025	5867	BAER TESTING	MATERIAL TESTING P2503 2025 CITY-WIDE OVERLAY	$450.00
321439	10/10/2025	2842	GRANITE CONSTRUCTION COMPANY	P2503 PAY EST 3	$728,898.17
321454	10/10/2025	529	INTERMOUNTAIN MATERIAL TESTING	MATERIAL TESTING P2503	$986.50
				010 - Fund Activity Subtotal:	**$730,334.67**
				Total For Fund 104	**$730,334.67**
Fund 106					
010 - Fund Activity					
321553	10/10/2025	30	VERIZON NORTHWEST	BIPIN CELL PHONES	$115.11
321739	10/24/2025	8	TELCO WIRING & REPAIR INC	BIPIN NETWORK CONNECTIONS	$7,957.81
				010 - Fund Activity Subtotal:	**$8,072.92**
				Total For Fund 106	**$8,072.92**
Fund 107					
130 - CDBG					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$420.00
321396	10/10/2025	395	CITY OF KENNEWICK	CDBG: 1ST QTR YOUTH SCHOLARSHIPS	$4,486.75
321402	10/10/2025	1185	COLUMBIA INDUSTRIES	CDBG: 1ST QTR REC. SCHOLARSHIPS	$12,988.00
321486	10/10/2025	1183	NATIONAL ASSOCIATION FOR COUNTY COMMUNITY AND	2026 NACCED MEMBERSHIP DUES	$515.00
321581	10/24/2025	7859	ARC OF TRI-CITIES, THE	CDBG GRANT 2025- QUARTER 3	$27,971.00
321601	10/24/2025	395	CITY OF KENNEWICK	CDBG: 3RD QTR YOUTH SCHOLARSHIPS	$6,476.00
321607	10/24/2025	1185	COLUMBIA INDUSTRIES	CDBG: 3RD QTR REC SCHOLARSHIPS	$5,928.00

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321672	10/24/2025	36	KYLIE PEEL	TRVL REIMB- NACCED ANNUAL EDUCATIONAL CONF. 09/25	$376.90
321722	10/24/2025	1129	SENIOR LIFE RESOURCES, INC.	CDBG: 3RD QTR MEALS ON WHEELS	$17,400.00
321742	10/24/2025	172	THE TRI-CITY HERALD	CDBG 2026 ANNUAL ACTION PLAN PUBLIC HEARING AD	$470.27
				130 - CDBG Subtotal:	**$77,031.92**
				Total For Fund 107	**$77,031.92**
Fund 111					
010 - Fund Activity					
321533	10/10/2025	4174	TAYLOR, JEREMY	CAT REIMBURSEMENT	$180.00
				010 - Fund Activity Subtotal:	**$180.00**
				Total For Fund 111	**$180.00**
Fund 116					
010 - Fund Activity					
321357	10/09/2025	73761	TRI-CITIES VISITOR & CONV. BUR	TOURISM PROMOTION AREA DISTRIBUTION	$83,685.01
321541	10/10/2025	176	TRI-CITIES VISITOR &, CONVENTION BUREAU	CONTRACT DUES 2025-SEPTEMBER	$25,286.72
				010 - Fund Activity Subtotal:	**$108,971.73**
				Total For Fund 116	**$108,971.73**
Fund 117					
042 - City Attorney					
321506	10/10/2025	3467	PRONTO PROCESS SERVICE, INC	PTO-2025003780 - MONTHLY COURIER FEE - AUGUST 2025	$35.00
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$29.24
321561	10/10/2025	853	WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE SUBSCRIPTION - SEPT 2025	$972.46
				042 - City Attorney Subtotal:	**$1,036.70**
072 - KPD-Criminal Investigation					
321528	10/10/2025	7685	SPECIAL CONSULTING SERVICES, LLC	UNSOLVED HOMICIDE/MISSING PERSON CASES/ORG CON	$2,500.00
				072 - KPD-Criminal Investigation Subtotal:	**$2,500.00**
073 - KPD-Patrol					
321508	10/10/2025	1997	PUBLIC SAFETY TESTING, INC.	3RD QUARTER SUBSCRIPTION FEE/AGENCY ADD INS	$1,311.00
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$1,275.35
321555	10/10/2025	971	WA CRIMINAL JUSTICE, TRAINING COMMISSION	ADVANCE POLICE JUDO TRAINING	$700.00
				073 - KPD-Patrol Subtotal:	**$3,286.35**

City of Kennewick
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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
076 - KPD-Special Services					
321741	10/24/2025	10971	THE BUNKER	QUARTERMASTER SUPPLIES	**$663.17**
				076 - KPD-Special Services Subtotal:	**$663.17**
				Total For Fund 117	**$7,486.22**
Fund 118					
010 - Fund Activity					
321394	10/10/2025	10777	CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	**$6,633.44**
321416	10/10/2025	10225	DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	**$8,915.93**
321418	10/10/2025	11026	ELIZABETH POWELL	NW HIDTA PUBLIC HEALTH	**$5,578.40**
321424	10/10/2025	10912	EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	**$4,509.41**
321431	10/10/2025	1158	FOUR, FOUR INC	NW HIDTA - ANALYST NOTEBOOK SUBSCRIPTIONS	**$19,964.79**
321432	10/10/2025	397	GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	**$4,509.41**
321449	10/10/2025	830	IAN WAYNE MCKENZIE	NW HIDTA OPERATIONS MANAGER	**$5,409.26**
321483	10/10/2025	301	MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	**$4,509.41**
321515	10/10/2025	4573	RICOH USA INC	COPY FEES 07/01/25-06/30/26	**$3,728.95**
321518	10/10/2025	10915	ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	**$5,758.36**
321525	10/10/2025	396	SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	**$4,509.41**
321559	10/10/2025	10001	WEINER, JONATHAN M	NW HIDTA DIRECTOR	**$10,488.21**
321579	10/24/2025	793	AMANDA DUTT	TRVL REIMB-2025 PREVENTION & TREATMENT SYMPOSIUM	**$368.80**
321583	10/24/2025	1159	AT&T MOBILITY LLC	ESCHAT PHONES	**$3,534.58**
321599	10/24/2025	10777	CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	**$6,633.44**
321619	10/24/2025	1188	DANIEL YAGI	CASE DEVELOPMENT-NW HIDTA- KENT COURSE	**$9,900.00**
321623	10/24/2025	10225	DURAN, MATTHEW LAWRENCE	NORTHSTAR CONFERENCE BOARDER MEETING 09/2025	**$9,516.82**
321627	10/24/2025	11026	ELIZABETH POWELL	NW HIDTA PUBLIC HEALTH	**$7,164.09**
321629	10/24/2025	10912	EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	**$4,509.41**
321633	10/24/2025	4147	FEDEX	SHIPPING	**$132.81**
321639	10/24/2025	397	GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	**$4,509.41**
321654	10/24/2025	830	IAN WAYNE MCKENZIE	NW HIDTA OPERATIONS MANAGER	**$5,409.26**
321660	10/24/2025	974	INTERNATIONAL NARCOTICS INTERDICTION ASSOCIATION	NON-DRUG EVIDENCE SEMINAR FOR NW HIDTA	**$2,750.00**
321662	10/24/2025	1186	JAMES E KELLER	TRVEL REIMB-NW HIDTA OD WORKING GRP	**$919.79**

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321675	10/24/2025	1187	LEPIDE USA INC	NW HIDTA - LEPIDE SOFTWARE	**$2,000.40**
321689	10/24/2025	301	MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	**$4,509.41**
321705	10/24/2025	1133	PROFESSIONAL LAW ENFORCEMENT TRAINING	TECHNOLOGY THREATS & TRENDS CONTRACT FEE	**$3,950.00**
321706	10/24/2025	11025	PROGENT CORPORATION	BILLABLE TIME:SRA FOR EXCHANE TO 365	**$875.00**
321714	10/24/2025	1194	WENATCHEE HOTEL DEVELOPMENT LLC	NW HIDTA PREVENTION SYMPOSIUM-09/2025	**$4,902.41**
321715	10/24/2025	4573	RICOH USA INC	5072081872 COPIER LOG	**$94.97**
321718	10/24/2025	10915	ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	**$5,758.36**
321724	10/24/2025	396	SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	**$5,334.85**
321743	10/24/2025	1069	TIMOTHY ROBERT HALVORSEN	2025 ISC MANAGERS MEETING-REIMB	**$395.00**
321755	10/24/2025	10001	WEINER, JONATHAN M	NW HIDTA DIRECTOR	**$10,488.21**
				010 - Fund Activity Subtotal:	**$178,172.00**
				Total For Fund 118	**$178,172.00**

Fund 300

010 - Fund Activity

321420	10/10/2025	182	ELLISON EARTHWORKS LLC	P2319 PAY EST 2	**$196,284.57**
321482	10/10/2025	9992	MIOVISION TECHNOLOGIES INC	MIOVISION SCOUT PLUS CAMERAS - BATTERIES	**$3,465.29**
				010 - Fund Activity Subtotal:	**$199,749.86**

160 - Land & Facilities

321383	10/10/2025	84	BENTON PUD NO. 1	CIVIC RESTROOM BENTON PUD TRANSFORMER UPDATE	**$1,396.55**
321384	10/10/2025	2995	BENZ AIR ENGINEERING	FIRE STATION EXHAUST PARTS	**$12,028.98**
321404	10/10/2025	498	COLUMBIA PUMPING/CONSTRUCTION	90% PAYMENT VANCOUVER PARK CONCRETE WORK	**$24,107.20**
321447	10/10/2025	8572	HIGH DESERT MAINTENANCE INC	BRACKETS FOR THE JAY PERRY BB HOOPS	**$428.26**
321464	10/10/2025	78	KENNEWICK INDUSTRIAL & ELEC	DRAIN COVERS FOR DRAIN PIPE IN VANCOUVER PUMP TRAK	**$33.80**
321469	10/10/2025	638	LANDSCAPE STRUCTURES	CANYON LAKES PLAYGROUND RETAINAGE RELEASE	**$9,591.25**
321485	10/10/2025	7969	MUSTANG SIGN GROUP, WANG ENTERPRISES	AUDUBON TRAIL SIGNS	**$2,778.35**
321538	10/10/2025	930	TOTAL ENERGY MANAGEMENT	90% PAYMENT KPD HVAC COMPRESSOR REPLACEMENT	**$37,143.36**
321542	10/10/2025	6270	TRI-CITY SIGN & BARRICADE	HARDWARE FOR DOG PARK SIGNS	**$56.00**
321580	10/24/2025	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	KPD HVAC REFRIGERANT REPLACEMENT	**$8,651.82**
321603	10/24/2025	100	CITY OF RICHLAND	MICROWAVE EMPLS SYSTEM REPLACEMENT	**$7,040.28**
321659	10/24/2025	529	INTERMOUNTAIN MATERIAL TESTING	CIVIC RESTROOM REPLACEMENT SPECIAL INSPECTION	**$965.25**

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321668	10/24/2025	78	KENNEWICK INDUSTRIAL & ELEC	FINISH PLUMBING - DOG PARK	$1,007.02
321691	10/24/2025	7969	MUSTANG SIGN GROUP, WANG ENTERPRISES	DOG PARK RULES SIGNS	$2,773.31
321717	10/24/2025	1038	ROMTEC INC	CIVIC CENTER PARK RESTROOM DESIGN/SUPPLY/INSTALL	$143,037.01
				160 - Land & Facilities Subtotal:	**$251,038.44**
170 - Capital Purchases					
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$210.00
				170 - Capital Purchases Subtotal:	**$210.00**
				Total For Fund 300	**$450,998.30**
Fund 303					
010 - Fund Activity					
321367	10/10/2025	501	APOLLO, INC.	P2011 PAY EST 7	$63,609.06
321423	10/10/2025	1148	ESF DEVELOPMENT, LLC	P2112 PAY EST 1	$280,168.00
321454	10/10/2025	529	INTERMOUNTAIN MATERIAL TESTING	MATERIAL TESTING P2011	$1,568.00
321537	10/10/2025	172	THE TRI-CITY HERALD	RFP - P2403 CCB WIDENING	$670.36
321613	10/24/2025	35	CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	METERED LOAD CENTER SERVICE CABINET - P2504	$19,910.40
321661	10/24/2025	4713	J-U-B ENGINEERS INC	P2403 CONSULTANT INVOICE	$32,222.25
				010 - Fund Activity Subtotal:	**$398,148.07**
				Total For Fund 303	**$398,148.07**
Fund 402					
000 - Fund Activity					
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX	$274.34
321344	10/09/2025	99993	AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2504735	$113.74
321345	10/09/2025	99993	AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2406961	$300.11
321566	10/23/2025	99993	AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2410477	$96.06
321567	10/23/2025	99993	AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2411361	$568.80
				000 - Fund Activity Subtotal:	**$1,353.05**
010 - Fund Activity					
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX	$20,333.34
321387	10/10/2025	3495	BOUND TREE MEDICAL LLC	GENERAL MEDICAL SUPPLIES	$629.31
321392	10/10/2025	7715	CARDINAL HEALTH 411, INC	AUTOREBILL LATE PRICING	$851.83

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321393	10/10/2025	7496	CHAPLAIN SERVICES NETWORK	2025-2026 ON-CALL CHAPLAINCY SERVICES	**$2,550.00**
321434	10/10/2025	5823	GALLS, LLC	NAME PLATES	**$721.42**
321450	10/10/2025	8984	IMAGETREND INC	**INTERNAL PO ONLY** - IMAGETREND COMMUNITY HEALTH	**$9,743.46**
321457	10/10/2025	954	KEVIN E HODGES	MPD SERVICES 2025-2026	**$1,512.50**
321467	10/10/2025	4244	L N CURTIS & SONS	STRUCTURE FF BOOTS - PEGANOV	**$285.58**
321472	10/10/2025	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	**$6,266.33**
321476	10/10/2025	1206	MED-TECH RESOURCE INC	ALUMINUM SCOOP STRETCHER	**$863.05**
321494	10/10/2025	5059	NORTHWEST SAFETY CLEAN	TURNOUT NAMEPLATE - CURTIS	**$47.93**
321499	10/10/2025	917	OXARC, INC.	CYLINDER RENTAL	**$568.25**
321524	10/10/2025	7872	SEA WESTERN INC	STRUCTURAL FF BOOTS (X2)	**$485.63**
321534	10/10/2025	7618	TELEFLEX LLC	IV SUPPLIES	**$1,134.30**
321540	10/10/2025	945	TRI CITY CLEANERS	CLASS A UNIFORM - D.DAY	**$122.16**
321543	10/10/2025	168	TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL	**$15.37**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$1,017.18**
321556	10/10/2025	104	WA STATE LABOR & INDUSTRIES	BE73173- 034 001 675	**$269.62**
321575	10/24/2025	10964	911 SUPPLY INC	WINTER COATS	**$1,709.27**
321584	10/24/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	PREVENTION UNIFORM SHIRTS	**$536.38**
321593	10/24/2025	3495	BOUND TREE MEDICAL LLC	ECG ELECTRODES	**$2,340.81**
321597	10/24/2025	7715	CARDINAL HEALTH 411, INC	MEDICATION	**$267.57**
321600	10/24/2025	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SECURED SHRED SERVICE	**$50.89**
321604	10/24/2025	100	CITY OF RICHLAND	SECOMM ASSESSMENT- DISPATCH SERVICES	**$25,614.65**
321608	10/24/2025	7849	COLUMBIA BASIN ICE AND, TRANSPORT	ICE	**$178.12**
321612	10/24/2025	6375	COMPUNET INC	CRADLEPOINT MODEMS FOR NEW FIRE APPARATUS'	**$8,597.87**
321640	10/24/2025	5823	GALLS, LLC	UNIFORM CAPS	**$1,324.89**
321644	10/24/2025	1775	GRAINGER	FS4 AUTO DRAIN	**$159.32**
321673	10/24/2025	4244	L N CURTIS & SONS	WILDLAND PACKS	**$741.43**
321677	10/24/2025	8868	LIFE-ASSIST	IV & GENERAL MEDICAL SUPPLIES	**$2,652.72**
321684	10/24/2025	1206	MED-TECH RESOURCE INC	GENERAL MEDICAL SUPPLIES	**$2,322.07**
321699	10/24/2025	917	OXARC, INC.	OXYGEN	**$654.57**
321721	10/24/2025	7872	SEA WESTERN INC	DUAL USE BOOTS	**$664.88**

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321734	10/24/2025	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS5 STATION SUPPLIES		$949.55
321738	10/24/2025	10778	SYSTEMS DESIGN WEST LLC	AMBULANCE BILLING SERVICES		$11,890.48
321740	10/24/2025	7618	TELEFLEX LLC	IV SUPPLIES		$325.01
					010 - Fund Activity Subtotal:	$108,397.74
					Total For Fund 402	$109,750.79
Fund 403						
000 - Fund Activity						
321769	10/30/2025	99991	PERMIT REFUNDS	PERMIT REFUND PLBR-2025-2808		$21.00
					000 - Fund Activity Subtotal:	$21.00
010 - Fund Activity						
EFT	10/01/2025	70016	U.S. BANK	MERCHANT FEES		$5,605.88
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL		$172.01
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES		$454.78
					010 - Fund Activity Subtotal:	$6,232.67
					Total For Fund 403	$6,253.67
Fund 405						
010 - Fund Activity						
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX		$4,010.01
321369	10/10/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM - KEITH WALKER		$86.97
321389	10/10/2025	310	BUILDERS FIRSTSOURCE	LUMBER TO MAKE CRATE FOR TV CAMERA		$32.04
321419	10/10/2025	8581	ELLIOTT, STEVE	UNIFORM ALLOWANCE		$395.68
321421	10/10/2025	434	EMPIRE RUBBER & SUPPLY INC.	VACTOR TUBE TAPE		$539.37
321438	10/10/2025	1775	GRAINGER	HARD HAT		$14.50
321439	10/10/2025	2842	GRANITE CONSTRUCTION COMPANY	P2503 PAY EST 3		$14,650.00
321500	10/10/2025	6603	PAPE MACHINERY INC	EXCAVATOR RENTAL FOR 19TH AND ELY		$1,538.98
321511	10/10/2025	957	RANCH & HOME INC	PARTS FOR TV VAN		$103.16
321513	10/10/2025	366	REESE CONCRETE PRODUCTS MFG, INC	STORM MANHOLES		$424.32
321532	10/10/2025	5320	SWS EQUIPMENT, LLC	HEAD TUBES FOR VEH 4104		$15,126.56
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES		$308.60
321582	10/24/2025	5050	ARG INDUSTRIAL	VAC CON FITTINGS		$87.03

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321584	10/24/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM - STEVE ELLIOTT	$104.32
321634	10/24/2025	4147	FEDEX	STORMWATER UTILITY ADMIN-FIELD UTILITY SUPPLIES	$735.44
321759	10/24/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC-AUG 2025	$84.28
				010 - Fund Activity Subtotal:	**$38,241.26**
				Total For Fund 405	**$38,241.26**
Fund 406					
010 - Fund Activity					
321548	10/10/2025	4283	TURF STAR - WESTERN	GOLF COURSE LAWN MOWER	$50,918.40
				010 - Fund Activity Subtotal:	**$50,918.40**
				Total For Fund 406	**$50,918.40**
Fund 410					
000 - Fund Activity					
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX	$85.08
321347	10/09/2025	76261	BFCAC	KARES QTR 3 2025 DONATION	$153.62
321565	10/10/2025	99995	HYDRANT REFUNDS	HYDRANT METER REFUND	$400.00
321648	10/24/2025	865	HD FOWLER COMPANY INC	INV 300 MACROS	$4,538.49
321760	10/30/2025	70027	CITY OF KENNEWICK	WTR USED ACT #49010495-00	$1,339.43
321764	10/30/2025	99995	HYDRANT REFUNDS	HYDRANT METER REFUND FHM-2025-1756	$400.00
321765	10/30/2025	99995	HYDRANT REFUNDS	HYDRANT METER REFUND FHM-2024-3019	$400.00
321766	10/30/2025	99995	HYDRANT REFUNDS	HYDRANT METER REFUND FHM-2025-2640	$260.57
321767	10/30/2025	99995	HYDRANT REFUNDS	HYDRANT METER REFUND FHM-2024-2051	$400.00
321768	10/30/2025	99995	HYDRANT REFUNDS	HYDRANT METER REFUND FHM-2025-1455	$400.00
				000 - Fund Activity Subtotal:	**$8,377.19**
010 - Fund Activity					
EFT	10/10/2025	6441	MERRELL BROTHERS INC	P2209 PAY EST 12	$1,615,634.29
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX	$91,894.76
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	$517.26
321336	10/02/2025	83	CASCADE NATURAL GAS	GAS SERVICE	$65.06
321340	10/02/2025	5112	FIRE PROTECTION SERVICE CORPORATION	WFP - 10128	$94.96
321363	10/10/2025	7400	ANALYTICAL SERVICES INC	AEROBIC ENDOSPORE SAMPLING	$620.00

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321364	10/10/2025	2738	ANATEK LABS INC	TOC SAMPLING	$215.00
321368	10/10/2025	5050	ARG INDUSTRIAL	HOSE FOR COMPOSITE INF SAMPLER	$35.77
321369	10/10/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	SCREENPRINT/EMBROIDERY OE CLOTHING JEREMY GREENE	$811.25
321372	10/10/2025	863	BAINBRIDGE ASSOCIATES LLC	SLUDGE SENSOR, HARDWARE & START-UP	$7,189.24
321374	10/10/2025	4052	BATTERIES PLUS	RC5 UPS BATTERIES	$76.05
321375	10/10/2025	3707	BAXTER AUTO PARTS	BRAKE CLEAN TO CLEAN PARTS	$74.75
321379	10/10/2025	34	BENTON COUNTY AUDITOR	CREEKSTONE WL EASEMENT RECORDING FEE	$306.50
321382	10/10/2025	93	BENTON FRANKLIN DISTRICT, HEALTH	HAB SAMPLING	$1,081.08
321386	10/10/2025	8065	BOLT, ALLEN	UNIFORM ALLOWANCE	$41.40
321391	10/10/2025	7832	C&E TRENCHING LLC	P2408 PAY EST 1	$188,115.20
321405	10/10/2025	114	COLUMBIA RIGGING CORPORATION	CABLES TO PICK UP THE TV CAMERA	$153.55
321407	10/10/2025	13	CORE & MAIN LP	CLOW BREAK AWAY FLANGE FOR HIT HYDRANT COLUMBIA DR	$1,558.99
321412	10/10/2025	8116	D&D TELECOMMUNICATIONS, PROPERTIES, LLC	INSPIRATION POINT - OCT 2025	$782.87
321413	10/10/2025	967	DALTON LAGERWEY	WATER WDM1 EXAM FEE REIMBURSEMENT-DALTON LAGERWEY	$106.00
321422	10/10/2025	9032	ENDRESS + HAUSER INC	WASTE WATER LIFT STATION SUBMERSIBLE LEVEL SENSOR	$3,103.12
321427	10/10/2025	4147	FEDEX	SHIPPING	$60.51
321428	10/10/2025	86	FERGUSON ENTERPRISES INC	CREDIT FROM FERGUSON ON OVERSTOCK LIDS	($10.33)
321435	10/10/2025	499	GERLACH, DUSTIN	TRVL REIMB-VACTOR PRE PURCHASE INSPECTION	$276.00
321441	10/10/2025	872	CYANO HOLDINGS INC	HAB SAMPLING	$660.00
321442	10/10/2025	50596	GREG MENDOZA	TRVL REIMB- VACTOR PRE PURCHASE INSPECTION	$312.00
321443	10/10/2025	4759	GRIGG ENTERPRISES INC, ACE HARDWARE	OE UNIFORM ORDER - JESSE TURNER	$294.01
321445	10/10/2025	865	HD FOWLER COMPANY INC	REPAIR BANDS FOR 8" STEEL MAIN LINES STOCK ITEM	$499.09
321451	10/10/2025	159	INSITUFORM TECHNOLOGIES LLC	P2516 PAY EST FINAL	$88,688.32
321453	10/10/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC -SEPT 2025	$537.00
321454	10/10/2025	529	INTERMOUNTAIN MATERIAL TESTING	MATERIAL TESTING P2209	$5,495.00
321458	10/10/2025	4624	JCI JONES CHEMICALS INC	RC5 CHEMICALS - SODIUM HYPOCHLORITE	$17,480.64
321459	10/10/2025	1082	JESSE TURNER	UNIFORM ALLOWANCE	$205.47
321461	10/10/2025	1092	JOEY LEMIEUX	UNIFORM ALLOWANCE	$189.28
321463	10/10/2025	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - SEPTEMBER	$196.96
321464	10/10/2025	78	KENNEWICK INDUSTRIAL & ELEC	PVC COUPLER TO REPAIR IRRIGATION IN EASEMENT	$354.25

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10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321465	10/10/2025	608	KEVIN POSTEN	UNIFORM ALLOWANCE	$126.06
321470	10/10/2025	891	LARRY JENNINGS	UNIFORM ALLOWANCE	$115.22
321478	10/10/2025	2085	MENDOZA, GREGORIO	UNIFORM ALLOWANCE	$101.05
321492	10/10/2025	4466	NORTHSTAR CHEMICAL INC	WTP CHEMICALS	$7,550.24
321501	10/10/2025	300	PASCO MACHINE CO INC	DIAGNOSE 75 HP MOTOR AND REPAIR IMPELLER	$1,859.39
321503	10/10/2025	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	SLUDGE BLANKET MONITOR POWER FUSES	$8.33
321509	10/10/2025	5112	FIRE PROTECTION SERVICE CORPORATION	SCADA - DAK0001	$94.96
321510	10/10/2025	8218	QUALITY CONTROL SERVICES, INC.	YEARLY LAB CALIBRATION ON TESTING EQUIPMENT	$625.61
321511	10/10/2025	957	RANCH & HOME INC	DEF FOR MAINTENANCE TRUCKS (DIESELS)	$195.71
321516	10/10/2025	3073	RJM EQUIPMENT SALES INC	LOCATE EQUIPMENT	$12,038.72
321519	10/10/2025	950	RYAN BURNS	WATER WDM1 EXAM FEE REIMBURSEMENT - RYAN BURNS	$291.97
321521	10/10/2025	710	SANDY'S TROPHIES INC	TROPHY ENGRAVING FOR PW HORSESHOE TOURNAMENT	$20.15
321526	10/10/2025	680	SIERRA ELECTRIC, INC.	TEST MOTOR AT GOLF BOOSTER STATION	$117.50
321537	10/10/2025	172	THE TRI-CITY HERALD	INVITATION TO BID P1905 ZONE 3 W. TRANSMISSION	$436.15
321551	10/10/2025	3564	US LINEN AND UNIFORM	LINEN SERVICE	$163.20
321552	10/10/2025	7925	HD SUPPLY INC	CHLORINE ANALYZER FOR FIELD CHLORINE TESTS	$856.52
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	$3,114.18
321554	10/10/2025	5777	CLEARWATER VICS PROFESSIONAL AUTOMOTIVE PAINT DIST	MISC. SUPPLIES FOR NEW TRUCK	$37.45
321560	10/10/2025	282	WENZEL, JOE	UNIFORM ALLOWANCE	$255.43
321584	10/24/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	SCREENPRINT/EMBROIDERY OE CLOTHING JACOB HICKMAN	$2,705.51
321590	10/24/2025	84	BENTON PUD NO. 1	ELECTRICITY	$126,120.33
321598	10/24/2025	83	CASCADE NATURAL GAS	GAS SERVICE	$153.42
321616	10/24/2025	1191	CREEKSTONE COMMUNITY ASSOCIATION	P1905 CREEKSTONE WATER LINE EASEMENT PAYMENT	$11,786.00
321620	10/24/2025	8116	D&D TELECOMMUNICATIONS, PROPERTIES, LLC	INSPIRATION POINT - NOV 2025	$782.87
321628	10/24/2025	9032	ENDRESS + HAUSER INC	THOMPSON HILL FLOW METER REPAIR PARTS	$735.23
321635	10/24/2025	4147	FEDEX	SHIPPING	$38.40
321636	10/24/2025	86	FERGUSON ENTERPRISES INC	4" PARTS FOR VALVE REPLACEMENT ON 7TH & BEECH	$1,839.08
321645	10/24/2025	4759	GRIGG ENTERPRISES INC, ACE HARDWARE	OE UNIFORM - KEVIN ROSSIO	$117.60
321648	10/24/2025	865	HD FOWLER COMPANY INC	4" VALVE TO REPLACE BROKEN VALVE AT E 7TH & BEECH	$971.57
321668	10/24/2025	78	KENNEWICK INDUSTRIAL & ELEC	ELECTRICAL FOR GARAGE DOOR OPENERS ON N SIDE SHOP	$256.18

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321690	10/24/2025	3962	MUNICIPAL SVCS PETTY CASH	REMIBURSEMENT OF PW PETTY CASH FUN	**$291.58**
321719	10/24/2025	950	RYAN BURNS	UNIFORM ALLOWANCE	**$74.49**
321749	10/24/2025	3881	UTILITIES UNDERGROUND, LOCATION CENTER	MONTHLY LOCATE FEES	**$364.50**
321750	10/24/2025	59	VAPEX ENVIRONMENTAL TECHNOLOGIES, LLC	PARTS TO REPAIR VAPEX UNIT AT JEFFERSON & ARROWHEA	**$4,275.00**
321752	10/24/2025	63	WA STATE DEPT TRANSPORTATION, HIGHWAYS & LOCAL PR	LIA UTILITY PERMIT	**$488.42**
321759	10/24/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC-AUG 2025	**$523.72**
				010 - Fund Activity Subtotal:	**$2,207,247.04**
				Total For Fund 410	**$2,215,624.23**
Fund 501					
000 - Fund Activity					
EFT	10/28/2025	167	WA STATE DEPT OF REVENUE	SEPTEMBER 2025 EXCISE TAX	**$200.97**
321406	10/10/2025	4853	CONNELL OIL INC, 76 DISTRIBUTING	INV 700 OIL	**$3,725.48**
321409	10/10/2025	5727	COSTCO ANYWHERE CITI VISA	COMPRESSOR PART FOR FLEET CREDIT WASH	**$580.93**
321448	10/10/2025	8711	HUGHES FIRE EQUIPMENT INC	INV 700 AC DRIP PAN EVAPORATOR	**$312.06**
321455	10/10/2025	944	IRONCLAD COMPANY	INV 700 GUTTER BROOMS	**$4,941.70**
321487	10/10/2025	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 WIPER BLADES	**$628.10**
321497	10/10/2025	4217	O'REILLY AUTO PARTS	INV 700 O'REILLY	**$376.42**
321502	10/10/2025	6241	PASCO TIRE FACTORY INC	INV 800 BFG TIRES	**$938.81**
321544	10/10/2025	956	TRIMAX MOWING SYSTEMS INC	INV 700 TRIMAX SENSOR ASSY	**$201.62**
321673	10/24/2025	4244	L N CURTIS & SONS	INV 700 VALVES	**$375.83**
321692	10/24/2025	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	**$430.09**
321696	10/24/2025	4217	O'REILLY AUTO PARTS	INV 700 O'REILLY	**$313.42**
321700	10/24/2025	6241	PASCO TIRE FACTORY INC	INV 800 BFG TIRES	**$2,885.32**
321731	10/24/2025	9499	SOUNDOFF SIGNAL GSA, EMERGENCY TECHNOLOGY INC	INV 700 STROBE	**$291.51**
				000 - Fund Activity Subtotal:	**$16,202.26**
010 - Fund Activity					
321359	10/10/2025	1109	JOHN MOORE	NODE ADD ON HARNESS FOR V7509	**$243.45**
321365	10/10/2025	1166	ANR GROUP INC	UPFIT TECH FOR V7508	**$2,600.63**
321401	10/10/2025	1310	COLEMAN OIL COMPANY	COLUMBIA PARK MOWER FUEL	**$1,255.50**
321406	10/10/2025	4853	CONNELL OIL INC, 76 DISTRIBUTING	INV 700 OIL	**$527.46**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321408	10/10/2025	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	FLOOR LINER FOR V7937	**$1,986.69**
321415	10/10/2025	9827	DAY WIRELESS SYSTEMS	BLUEPRINT NODE VEH 7508	**$696.29**
321447	10/10/2025	8572	HIGH DESERT MAINTENANCE INC	VAC TRUCK TUBE SERVICE FOR V5116	**$1,839.54**
321448	10/10/2025	8711	HUGHES FIRE EQUIPMENT INC	NFPA INSPECTION AND REPAIR VEH 0228	**$20,656.99**
321460	10/10/2025	3363	JIM'S PACIFIC GARAGES INC	MODULE FOR FLEET	**$379.27**
321466	10/10/2025	6243	KIMBALL MIDWEST	COPPER LUGS FOR FLEET	**$51.79**
321474	10/10/2025	3154	M & M BOLT COMPANY, LLC	THREADED ROD FOR V2002	**$27.12**
321477	10/10/2025	3284	MEL'S INTER-CITY TOWING	TOWING FOR V3033	**$244.80**
321487	10/10/2025	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	FUSES VEH 2002	**$101.45**
321497	10/10/2025	4217	O'REILLY AUTO PARTS	BRAKE PARTS VEH 5518	**$3,732.10**
321499	10/10/2025	917	OXARC, INC.	PROPANE CYLINDER RECERT FOR V0457	**$44.10**
321502	10/10/2025	6241	PASCO TIRE FACTORY INC	TIRE SERVICE FOR V5116	**$1,050.14**
321504	10/10/2025	285	PNW EMERGENCY EQUIPMENT	LOCK INSERT KIT FOR V2717	**$110.82**
321511	10/10/2025	957	RANCH & HOME INC	PROPANE VEH 0401	**$22.45**
321512	10/10/2025	3803	RDO EQUIPMENT	TRACTOR FOR WIDE AREA MOWER	**$81,882.92**
321529	10/10/2025	247	SS EQUIPMENT, PASCO NEW HOLLAND	TENSIONER VEH 3213	**$240.14**
321544	10/10/2025	956	TRIMAX MOWING SYSTEMS INC	SENSOR AND CABLE VEH 3504	**$19.59**
321546	10/10/2025	9405	TRUCKPRO LLC SIX STATES, TRUCKPRO HOLDING CORP	BOLT/SPRING FOR V0466	**$132.50**
321551	10/10/2025	3564	US LINEN AND UNIFORM	LINEN SERVICE	**$141.28**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$167.89**
321592	10/24/2025	1105	BLAC-RAC MANUFACTURING INC	BLAC-RAC WEAPON RETENTION SYSTEM	**$1,194.34**
321606	10/24/2025	1310	COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	**$65,154.95**
321614	10/24/2025	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	2025 FORD LIGHTNING - WATER V5500	**$56,330.38**
321615	10/24/2025	5727	COSTCO ANYWHERE CITI VISA	IMPACT SOCKETS & ADAPTERS FOR FLEET	**$122.92**
321621	10/24/2025	591	DANA SAFETY SUPPLY	SOLENOIDS FOR FLEET	**$189.00**
321631	10/24/2025	8774	FASTENAL COMPANY	CONNECTORS FOR FLEET	**$52.06**
321638	10/24/2025	1915	FREDDIE'S TRADING POST	PROPS VEH 2308	**$54.29**
321653	10/24/2025	8711	HUGHES FIRE EQUIPMENT INC	ACTUATORS VEH 2307	**$10,498.15**
321655	10/24/2025	9442	IIA LIFTING SERVICES INC.	SAFETY INSPECTION VEH 5903	**$445.05**
321664	10/24/2025	3363	JIM'S PACIFIC GARAGES INC	FUEL FILTER VEH 4304	**$173.56**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
321683	10/24/2025	2254	MCMASTER-CARR SUPPLY COMPANY	TIE DOWN RINGS FOR FLEET	**$454.98**
321692	10/24/2025	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	HARDWARE VEH 2003	**$192.18**
321694	10/24/2025	876	TAMPA ENTERPRISES LLC	TUNE UP EQUIPMENT S032	**$1,434.42**
321696	10/24/2025	4217	O'REILLY AUTO PARTS	BATTERY VEH 3627	**$2,403.00**
321700	10/24/2025	6241	PASCO TIRE FACTORY INC	TIRES VEH 5704	**$765.16**
321702	10/24/2025	285	PNW EMERGENCY EQUIPMENT	SHOE ASSEMBLIES VEH 2003	**$599.92**
321710	10/24/2025	3803	RDO EQUIPMENT	FILTERS VEH 3403	**$118.92**
321733	10/24/2025	247	SS EQUIPMENT, PASCO NEW HOLLAND	BELTS VEH 3904	**$257.50**
321736	10/24/2025	5320	SWS EQUIPMENT, LLC	FAN SHEAVE AND EXTENSION WORK VEH 4104	**$6,573.26**
				010 - Fund Activity Subtotal:	**$265,168.95**
				Total For Fund 501	**$281,371.21**
Fund 502					
000 - Fund Activity					
321410	10/10/2025	481	CROWN PAPER & JANITORIAL, SUPPLY	INV 200 CROWN JANITORIAL	**$1,872.45**
321425	10/10/2025	5426	EWING IRRIGATION PRODUCTS, INC	INV 500 EWING	**$1,289.63**
321481	10/10/2025	10360	MINUTEMAN PRESS OF KENNEWICK, WESTJAN ENTERPRISES	INV 100 MINUTEMAN PRESS	**$2,503.68**
321491	10/10/2025	2904	NORTHERN SAFETY CO., INC.	INV 200 GLOVES	**$651.63**
321536	10/10/2025	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	INV 200 PAPER TOWELS	**$3,299.25**
321609	10/24/2025	175	COLUMBIA BASIN PAPER & SUPPLY	INV 200 COLUMBIA BASIN PAPER & SUPPLY	**$313.34**
321617	10/24/2025	481	CROWN PAPER & JANITORIAL, SUPPLY	INV 200 CROWN JANITORIAL	**$170.60**
321644	10/24/2025	1775	GRAINGER	INV 200 GRAINGER	**$1,927.88**
321703	10/24/2025	2399	PR DIAMOND PRODUCTS INC	INV 200 PR DIAMOND	**$3,291.00**
				000 - Fund Activity Subtotal:	**$15,319.46**
010 - Fund Activity					
321360	10/10/2025	1526	ABADAN	COPIER MAINTENANCE - 2025	**$136.88**
321471	10/10/2025	6743	LEAF CAPITAL FUNDING LLC	12 COPIER LEASE - 2025	**$1,902.01**
321576	10/24/2025	1526	ABADAN	COPIER MAINTENANCE - 2025	**$425.06**
321674	10/24/2025	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2025	**$2,504.51**
				010 - Fund Activity Subtotal:	**$4,968.46**
				Total For Fund 502	**$20,287.92**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
Fund 503					
010 - Fund Activity					
EFT	10/06/2025	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	**$15.00**
EFT	10/21/2025	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	**$30.00**
EFT	10/21/2025	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	**$45.00**
EFT	10/24/2025	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	**$15.00**
EFT	10/28/2025	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	**$15.00**
321334	10/02/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	**$386.00**
321430	10/10/2025	81	FNS COLLISION GROUP LLC		**$11,724.32**
321444	10/10/2025	519	H&L AUTO GLASS LLC		**$1,000.22**
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	**$38.37**
321637	10/24/2025	81	FNS COLLISION GROUP LLC		**$609.28**
321647	10/24/2025	519	H&L AUTO GLASS LLC	WINDSHIELD REPAIR	**$2,349.08**
321681	10/24/2025	6876	MARSH & MCLENNAN COMPANIES INC	COMMERCIAL PROPERTY RENEWAL	**$355,019.00**
321693	10/24/2025	536	NORTHWEST MOBILE FLAGGING ACADEMY	FLAGGER CERTIFICATION	**$1,088.23**
321716	10/24/2025	50622	ROCHELLE STRADER	TRVL REIMB- AWC RETRO CONFERENCE	**$406.60**
321746	10/24/2025	956	TRIMAX MOWING SYSTEMS INC	MOWER REPAIR	**$1,062.25**
				010 - Fund Activity Subtotal:	**$373,803.35**
				Total For Fund 503	**$373,803.35**
Fund 611					
010 - Fund Activity					
321625	10/24/2025	5685	ECKERT, NANCY	1020-LEOFF 1 PENSION	**$1,882.02**
321687	10/24/2025	1657	MILLIMAN	3FPR010925 - GASB 73 & 75 FINANCIAL REPORTING	**$13,150.00**
321708	10/24/2025	6700	PURDY, PAULA	1020-LEOFF 1 PENSION	**$1,201.55**
321713	10/24/2025	145	REMUS, LARRY J	1020-LEOFF 1 PENSION	**$993.29**
321723	10/24/2025	148	SHAW, LEONARD	1020-LEOFF 1 PENSION	**$706.04**
321728	10/24/2025	150	SLEATER, LARRY L	1020-LEOFF 1 PENSION	**$1,675.45**
				010 - Fund Activity Subtotal:	**$19,608.35**
				Total For Fund 611	**$19,608.35**
Fund 612					

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
010 - Fund Activity					
321341	10/02/2025	148	SHAW, LEONARD	1030-LEOFF REIMB 07/30/25	**$8,953.83**
321523	10/10/2025	1821	SCHARNHORST, DEAN	1030-REIMB 08.30.2025	**$4,542.75**
321595	10/24/2025	185	BUCK, GARY E	1010-MEDICARE PART B	**$185.00**
321624	10/24/2025	1894	EASLING, CONNIE	1010-MEDICARE PART B	**$185.00**
321630	10/24/2025	41	FARNKOFF, ROBERT C	1010-MEDICARE PART B	**$185.00**
321632	10/24/2025	58	FEARING, DOUG	1010-MEDICARE PART B	**$185.00**
321642	10/24/2025	181	GIER, CHARLES W.	1010-MEDICARE PART B	**$174.70**
321643	10/24/2025	134	GONDERMAN, DAVID A	1010-MEDICARE PART B	**$185.00**
321646	10/24/2025	62	GROSS, ROBERT	1010-MEDICARE PART B	**$1,784.99**
321649	10/24/2025	455	HEIMBIGNER, MICHAEL	1010-MEDICARE PART B	**$185.00**
321651	10/24/2025	6744	HIRSCHEL, ARTHUR D	1010-MEDICARE PART B	**$104.90**
321665	10/24/2025	3891	JOPLIN, ALAN	1010-MEDICARE PART B	**$185.00**
321666	10/24/2025	65	JUERGENS, CURT	1010-MEDICARE PART B	**$185.00**
321670	10/24/2025	60	KRAFT, JAMES	1010-MEDICARE PART B	**$185.00**
321678	10/24/2025	50	MACE, BILL	1010-MEDICARE PART B	**$185.00**
321680	10/24/2025	52	MAPLETHORPE, JOHN G., JR	1010-MEDICARE PART B	**$185.00**
321687	10/24/2025	1657	MILLIMAN	3FPR010925 - GASB 73 & 75 FINANCIAL REPORTING	**$21,725.00**
321695	10/24/2025	142	O'HAIR, RONALD L	1010-MEDICARE PART B	**$185.00**
321701	10/24/2025	5554	PENNEY, MICHAEL	1010-MEDICARE PART B	**$134.00**
321712	10/24/2025	145	REMUS, LARRY J	1010-MEDICARE PART B	**$185.00**
321720	10/24/2025	1821	SCHARNHORST, DEAN	1010-MEDICARE PART B	**$185.00**
321723	10/24/2025	148	SHAW, LEONARD	1010-MEDICARE PART B	**$459.35**
321728	10/24/2025	150	SLEATER, LARRY L	1010-MEDICARE PART B	**$185.00**
321730	10/24/2025	1199	KRISTI SMITH	DISABILITY BOARD ADMIN FEES-AUG 2025	**$2,400.00**
321732	10/24/2025	66	SOUTHWICK, JOHN J., JR.	1010-MEDICARE PART B	**$185.00**
321747	10/24/2025	1318	TRIPP, GREG	1010-MEDICARE PART B	**$585.00**
321753	10/24/2025	8584	WAGNER, BRIAN	1010-MEDICARE PART B	**$181.00**
321754	10/24/2025	9944	WATERS, DENNIS	1010-MEDICARE PART B	**$185.00**
321757	10/24/2025	2997	WILLIAMS, GARY	1010-MEDICARE PART B	**$185.00**

City of Kennewick
Claims Roster by Fund/Division
10/1/2025 to 10/31/2025

CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION		AMOUNT
321758	10/24/2025	9776	YADEN, MARK	1010-MEDICARE PART B		$185.00
					010 - Fund Activity Subtotal:	$44,560.52
					Total For Fund 612	$44,560.52
Fund 642						
000 - Fund Activity						
321589	10/24/2025	14	BENTON COUNTY	AUG 2025 METRO OT REIMBURSEMENT		$1,782.01
321602	10/24/2025	435	CITY OF PASCO	JULY 2025 METRO OT REIMBURSEMENT		$1,933.97
321605	10/24/2025	1516	CITY OF WEST RICHLAND	AUG 2025 METRO OT REIMBURSEMENT		$363.33
					000 - Fund Activity Subtotal:	$4,079.31
010 - Fund Activity						
321338	10/02/2025	7711	CULLIGAN WATER CONDITIONING	METRO-CULLIGAN WATER SERVICE		$55.76
321401	10/10/2025	1310	COLEMAN OIL COMPANY	METRO UC VEH FUEL		$260.52
321547	10/10/2025	457	TRUCKS & AUTO AUCTIONS	VEHICLE STORAGE FEE (OCT)		$825.00
321553	10/10/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES		$47.07
321618	10/24/2025	7711	CULLIGAN WATER CONDITIONING	METRO-CULLIGAN WATER SERVICE		$55.76
321682	10/24/2025	1175	MATTHEW GRIFFIN	REIMB HOTEL INCIDENTAL FEE		$100.00
321686	10/24/2025	1078	MICHELLE STAIRET	HEARING EXAMINER (OCT)		$350.00
321759	10/24/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC-AUG 2025		$158.93
					010 - Fund Activity Subtotal:	$1,853.04
					Total For Fund 642	$5,932.35
Fund 888						
000 - Fund Activity						
EFT	10/16/2025	5000	COMMERCIAL CARD SOLUTIONS, JP MORGAN CHASE - VISA	PCARD PURCHASES-SEPTEMBER 2025		$60,987.84
					000 - Fund Activity Subtotal:	$60,987.84
					Total For Fund 888	$60,987.84
						$7,329,784.16

City of Kennewick

Claims Roster by Fund/Division

10/1/2025 to 10/31/2025

I, Jessica Platt, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due

Jessica Platt

Jessica Platt, Finance Director

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

Check Numbers 321334 through 321770:	$5,484,853.05
Electronic Payments (EFT):	$1,844,931.11
Total	**$7,329,784.16**

City of Kennewick

Claims Roster by Fund/Division

10/1/2025 to 10/31/2025

CLAIMS SUMMARY

FUND	DESCRIPTION	AMOUNT
001	GENERAL FUND	2,099,003.69
102	STREET FUND	44,044.75
104	TRANSPORT BENEFIT DISTRICT FND	730,334.67
106	BI-PIN OPERATIONS FUND	8,072.92
107	COMMUNITY DEVELOPMENT FUND	77,031.92
111	ASSET FORFEITURE FUND	180.00
116	LODGING TAX FUND	108,971.73
117	CRIMINAL JUSTICE SALES TAX FND	7,486.22
118	HIDTA FIDUCIARY PROGRAM	178,172.00
300	CAPITAL IMPROVEMENTS FUND	450,998.30
303	URBAN ARTERIAL STREET FUND	398,148.07
402	MEDICAL SERVICES FUND	109,750.79
403	BUILDING SAFETY FUND	6,253.67
405	STORMWATER UTILITY FUND	38,241.26
406	COLUMBIA PARK GOLF COURSE FUND	50,918.40
410	WATER AND SEWER FUND	2,215,624.23
501	EQUIPMENT RENTAL FUND	281,371.21
502	CENTRAL STORES FUND	20,287.92
503	RISK MANAGEMENT FUND	373,803.35
611	FIREMENS PENSION FUND	19,608.35
612	OPEB TRUST FUND	44,560.52
642	METRO DRUG FORFEITURE FUND	5,932.35
888	RESIDUAL FUND	60,987.84
	Total:	7,329,784.16

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
001 - GENERAL FUND				
CITY MANAGER	7237	GOTPRINT.COM	BUSINESS CARDS D DOREMUS	39.72
CITY MANAGER	999998	DRI*SIGNS	SIGNAGE FOR EVENT LECTERN	173.58
CITY MANAGER	10158	PROCARD, CANVA	CANVA SUBSCRIPTION FOR CITY MANAGERS OFFICE/MARKETING	70.99
CITY MANAGER	3717	AMAZON.COM	CITY HALL SIGNAGE	92.47
CITY MANAGER	999998	AMERICAN AIRLINES	TRAVEL TO CITY MANAGERS CONFERENCE FOR EERDMAN	664.37
CITY MANAGER	7748	PROCARD, TRAVEL INSURANCE POLICY	TRAVEL INSURANCE FOR EERDMAN	43.18
CITY MANAGER	999998	OPENAI *CHATGPT SUBSCR	CHATGPT SUBSCRIPTION FOR CITY MANAGERS OFFICE/MARKETING	21.76
CITY MANAGER	6620	STK*SHUTTERSTOCK.COM	SHUTTERSTOCK SUBSCRIPTION FOR CITY MANAGERS	27.21
CITY MANAGER	999998	ZAZZLE INC	NAME TAGS	46.46
CITY MANAGER	3883	U R M CASH & CARRY	SUPPLIES FOR FIRE CHIEF INTERVIEWS	44.35
CITY MANAGER	5727	COSTCO ANYWHERE CITI VISA	SUPPLIES FOR FIRE CHIEF INTERVIEWS	145.89
			City Manager Subtotal:	**$1,369.98**
RECREATION SERVICES	3717	AMAZON.COM	KCC SUPPLIES	373.63
RECREATION SERVICES	3883	U R M CASH & CARRY	KCC POPCORN SUPPLIES	35.28
RECREATION SERVICES	999998	WA FOOD WORKER CARD	KILEY WHITE FOOD WORKER CARD - GUEST SERVICES	10.00
RECREATION SERVICES	3717	AMAZON.COM	PROGRAM SUPPLIES	45.58
RECREATION SERVICES	3717	AMAZON.COM	KCC CLEANING SUPPLIES	45.56
RECREATION SERVICES	999998	FACEBK *4QRSKWU3B2	FACEBOOK MARKETING	229.57
RECREATION SERVICES	999998	GREEN CLEANERS	LINEN CLEANING	38.08
RECREATION SERVICES	999998	WA FOOD WORKER CARD	DYLAN NEBEKER FOOD WORKER CARD - GUEST SERVICES	10.00
RECREATION SERVICES	7680	PANDORA*INTERNET RADIO	PANDORA FOR THE PAVILION	32.59
RECREATION SERVICES	999998	NRPA OPERATING	CPRP CHASE WHARTON	460.00
RECREATION SERVICES	999998	SLING.COM	SLING TV FOR THE PAVILION	70.98
RECREATION SERVICES	999998	CROWD MGR TRAINING	GABRIELA SANCHEZ CROWD MANAGER TRAINING - GUEST SERVICES	24.95
RECREATION SERVICES	999998	NRPA OPERATING	MEMBERSHIP DUES	900.00
RECREATION SERVICES	999998	PY *GREG WALDEN	REC COMMISSION UNIFORM	43.50
RECREATION SERVICES	999998	CASTLE HOTEL	HOTEL FOR N.FARLINE	631.13
RECREATION SERVICES	3546	WRPA	WRPA FALL TRAINING REFUND N.FARLINE	(102.50)

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
RECREATION SERVICES	3717	AMAZON.COM	(2) IPHONE CASES - HALEYP/LAURENCIO	8.69
			Recreation Services Subtotal:	**$2,857.04**
FACILITIES MAINTENANCE	999998	CARHARTT COMPANY GEAR	OE CLOTHING JOHN SHORTHILL CARHARTT	130.55
FACILITIES MAINTENANCE	999998	CARHARTT COMPANY GEAR	OE CLOTHING DAMIEN WRIGHT CARHARTT	119.67
FACILITIES MAINTENANCE	999998	CARHARTT COMPANY GEAR	OE CLOTHING CARLOS SOTO 1ST HALF CARHARTT	130.55
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	FANS	375.35
FACILITIES MAINTENANCE	999998	SCP - D8	DIVING BOARD HINGES	69.02
FACILITIES MAINTENANCE	999998	TRUDOOR LLC	GATE LATCH - PLANNING	73.10
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	OVERHEAD DOOR ROLLERS	214.88
FACILITIES MAINTENANCE	999998	FOODSERVICES TAKKT	SOAP DISPENSERS	400.31
FACILITIES MAINTENANCE	3717	AMAZON.COM	(3) IPHONE CASES - PARKS	64.80
FACILITIES MAINTENANCE	3717	AMAZON.COM	(1) IPHONE CASE - PARKS HELSLEY	18.30
FACILITIES MAINTENANCE	3717	AMAZON.COM	VOLUNTEER SUPPLIES	52.21
FACILITIES MAINTENANCE	999998	BEST WESTERN PLUS RIVE	TRAVEL FOR PARKS	511.92
FACILITIES MAINTENANCE	999998	PY *GREG WALDEN	REFUND FOR DUPLICATE CHARGE	(295.75)
FACILITIES MAINTENANCE	999998	CASTLE HOTEL	HOTEL FOR N.FARLINE	631.13
FACILITIES MAINTENANCE	999998	CASTLE HOTEL	HOTEL FOR J. O'NEILL	1,262.26
FACILITIES MAINTENANCE	999998	DR POWER	SPOOL FOR PARKS	239.34
FACILITIES MAINTENANCE	3546	WRPA	REFUND FOR WRPA FALL TRAINING J.WILLIAMS	(205.00)
FACILITIES MAINTENANCE	3546	WRPA	WRPA FALL TRAINING REFUND N.FARLINE	(102.50)
			Facilities Maintenance Subtotal:	**$3,690.14**
ECONOMIC DEVELOPMENT	7237	GOTPRINT.COM	BUSINESS CARDS FOR G RAY III	39.72
ECONOMIC DEVELOPMENT	3717	AMAZON.COM	A. MUAI: WIRELESS MOUSE/KEYBOARD	54.42
ECONOMIC DEVELOPMENT	3717	AMAZON.COM	A. MUAI: 2-PK WHITE DRY ERASE BOARD	179.52
ECONOMIC DEVELOPMENT	3717	AMAZON.COM	A. MUAI: I-PHONE CASE/CARD HOLDER	13.49
ECONOMIC DEVELOPMENT	999998	AMERICAN AIRLINES	GEORGE RAY: FLIGHT - PASC - DCA - MIA	1,078.75
ECONOMIC DEVELOPMENT	10158	PROCARD, CANVA	INVITATION FOR GERALD CARMICHAEL MEMORIAL	66.00
ECONOMIC DEVELOPMENT	999998	4IMPRINT, INC	PROMOTIONAL MATERIALS FOR COUNCIL	788.09

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
ECONOMIC DEVELOPMENT	999998	MARRIOTT MARQUIS WASHINGTON D.C.	G. RAY III: LEADERSHIP CONFERENCE LODGING	1,357.77
ECONOMIC DEVELOPMENT	8305	CONSTANT CONTACT INC	CONSTANT CONTACT SUBSCRIPTION FOR CITY MANAGERS	451.53
			Economic Development Subtotal:	**$4,029.29**
ACCOUNTING	3717	AMAZON.COM	REPLACEMENT HDMI EXTENDER - JESSICA PLATT	144.98
ACCOUNTING	7237	GOTPRINT.COM	BUSINESS CARDS FOR S ROUNTREE AND A SAINS	34.64
ACCOUNTING	3700	OFFICE DEPOT INC	FINANCE OFFICE SUPPLIES	120.94
ACCOUNTING	3185	GFOA	FINANCE DEPT GFOA REGISTRATIONS	2,425.00
ACCOUNTING	999998	DAYS INNS/DAYSTOP	E. CASTRO: SPOKANE TRAINING LODGING	626.08
ACCOUNTING	999998	HYATT REGENCY BELLEVUE	E. CASTRO: WFOA LODGING	1,196.24
ACCOUNTING	999998	HYATT REGENCY BELLEVUE	J. PASCUA: SPOKANE TRAINING LODGING	897.18
ACCOUNTING	350	WFOA	A. SAINS: WFOA REGISTRATION	75.00
			Accounting Subtotal:	**$5,520.06**
HUMAN RESOURCES	4107	WWW.METROLINEDIRECT.COM	DEKS PHONE - HR ELISE B	97.81
HUMAN RESOURCES	3717	AMAZON.COM	OFFICE CHAIR FOR SUSAN P.	129.47
HUMAN RESOURCES	3717	AMAZON.COM	OFFICE CHAIR FOR ELISE B. AND OFFICE SUPPLIES	207.58
HUMAN RESOURCES	999998	PAYPAL	AWC JOB POSTING FOR UTILITY SVCS AND CAPITAL PROJECTS ENGINEER	50.00
HUMAN RESOURCES	999998	APWA - WORK ZONE	JOB POSTING FOR UTILITY SVCS AND CAPITAL PROJECTS ENGINEER	375.00
HUMAN RESOURCES	999998	APWA - WORK ZONE	JOB POSTING FOR TRAFFIC ENGINEERING MANAGER	375.00
HUMAN RESOURCES	9513	PROCARD, YOURMEMBER-CAREERS	AWWA JOB POSTING FOR UTILITY SVCS AND CAPITAL PROJECTS	399.00
HUMAN RESOURCES	999998	PAYPAL	AWC JOB POSTING FOR PERMIT TECHNICIAN I/II	50.00
HUMAN RESOURCES	3717	AMAZON.COM	OFFICE SUPPLIES FOR FIRE CHIEF RECRUITMENT	117.14
HUMAN RESOURCES	710	SANDY'S TROPHIES INC	ART COMMISSION NAME PLATES	190.58
			Human Resources Subtotal:	**$1,991.58**
CUSTOMER SERVICE	3717	AMAZON.COM	CUSTOMER SERVICE OFFICE SUPPLIES	184.20
			Customer Service Subtotal:	**$184.20**
CODE ENFORCEMENT	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	T GOTT: ICC HOUS. INSPECT. ONLINE EXAM	240.00
CODE ENFORCEMENT	3700	OFFICE DEPOT INC	J GINDER: 5-PK CHAIR CASTER WHEELS	16.59
CODE ENFORCEMENT	10782	IPRINT TECHNOLOGIES	CODE ENFORCEMENT PRINTER INK	500.48

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
CODE ENFORCEMENT	999998	HOWARD JOHNSON	T. GOTT: LEAVENWORTH TRAINING LODGING	482.72
			Code Enforcement Subtotal:	**$1,239.79**
CITY ATTORNEY	3717	AMAZON.COM	(2) IPHONE CASES - HALEYP/LAURENCIO	8.69
			City Attorney Subtotal:	**$8.69**
CITY CLERK	999998	LEGACY.COM* LEGAL TRIC	LEGAL NOTICES	661.27
CITY CLERK	3717	AMAZON.COM	PROCLOMATION ENVELOPES & PROCLAMATION PAPER	68.08
			City Clerk Subtotal:	**$729.35**
PURCHASING	999998	APWA WA CH* CAEC PRO (	CAEC BONDS TRAINING CLASS - PURCHASING	30.00
			Purchasing Subtotal:	**$30.00**
INFORMATION TECHNOLOGY	3717	AMAZON.COM	SHELF RACK FOR IT - PAT	53.85
INFORMATION TECHNOLOGY	3717	AMAZON.COM	SHELF LINERS FOR NEW SHELF RACK - IT	20.66
INFORMATION TECHNOLOGY	10459	PROCARD, PAYFLOW/PAYPAL	MONTHLY CREDIT CARD PROCESSING FEES	598.40
INFORMATION TECHNOLOGY	3717	AMAZON.COM	USB CABLES & AA BATTERIES - IT	42.79
INFORMATION TECHNOLOGY	3717	AMAZON.COM	WALL MOUNT FOR 32" MONITOR - IT	29.44
INFORMATION TECHNOLOGY	4169	INTEGO	SNAGIT MAINTENANCE RENEWAL	12.92
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(25) ALUMINUM OFFICE NAME PLATE HOLDERS - IT	92.47
INFORMATION TECHNOLOGY	3717	AMAZON.COM	VIDEO HARDWARE - IT - ANTHONY	173.66
INFORMATION TECHNOLOGY	3717	AMAZON.COM	USB BLUETOOTH ADAPTER - IT	10.87
INFORMATION TECHNOLOGY	3700	OFFICE DEPOT INC	DESK CHAIR - IT	801.84
INFORMATION TECHNOLOGY	3717	AMAZON.COM	CABLE ORGANIZERS - IT	17.70
INFORMATION TECHNOLOGY	3647	DOLLARTREE	ORGANIZING BINS - IT PAT	13.04
INFORMATION TECHNOLOGY	999998	WL *VUE*TESTING EXAM	COMPTIA SECURITY EXAM - ROBERTO H	425.00
INFORMATION TECHNOLOGY	999998	BCM ONE INC	MONTHLY PHONE LINE CHARGES	378.76
INFORMATION TECHNOLOGY	4169	INTEGO	CAMTASIA MAINTENANCE RENEWAL	61.82
INFORMATION TECHNOLOGY	999998	TCM SECURITY, INC	ACTIVE DIRECTORY SECURITY TRAINING - IT ROBERTO	699.00
INFORMATION TECHNOLOGY	999998	E3 CREATIVE	ACCIS CONFERENCE REGISTRATION - TRACY T	450.00
INFORMATION TECHNOLOGY	837	SKAMANIA LODGE, SKAMANIA OPCO, LLC	ACCIS CONFERENCE - TRACY T - HOTEL DEPOSIT	218.30
INFORMATION TECHNOLOGY	999998	BLINDS.COM #2150	VERTICAL BLIND - IT SERVICE DESK WINDOWS	493.54
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(8) IPHONE CHARGING BLOCKS - IT/KPD	16.29

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
			Information Technology Subtotal:	**$4,610.35**
PLANNING	999998	USPS PO 5440320336	M. HALITSKY: USPS CERTIFIED MAIL	83.84
			Planning Subtotal:	**$83.84**
KPD-ADMINISTRATION	999998	HILTON GARDEN INN	HOTEL STAY FOR FBI LEEDA SLI CLASS	731.25
KPD-ADMINISTRATION	3717	AMAZON.COM	TV MOUNT FOR KPD GYM	46.76
KPD-ADMINISTRATION	3717	AMAZON.COM	EQUIPMENT FOR KPD GYM	29.37
KPD-ADMINISTRATION	999998	PCI L805 PASCO TRI CITIES	PARKING - HIDTA EXECUTIVE MEETING	28.00
KPD-ADMINISTRATION	1748	FBI-LEEDA	FBI-LEEDA SLI TRAINING - T DAVIS	795.00
KPD-ADMINISTRATION	999998	MICROSOFT-G113136663	SUBSCRIPTION	5.45
KPD-ADMINISTRATION	4764	UPS	POSTAGE	2,301.08
KPD-ADMINISTRATION	999998	SPECTRUM	BASIC CABLE SERVICE	286.19
			KPD-Administration Subtotal:	**$4,223.10**
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	(2) IPHONE CASES - KPD	17.38
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	(8) IPHONE CHARGING BLOCKS - IT/KPD	16.30
KPD-CRIMINAL INVESTIGATION	999998	DETECTACHEM INC	FENTANYL TEST KITS	638.22
KPD-CRIMINAL INVESTIGATION	999998	RESCUE ESSENTIALS	METH FIELD TEST KITS	386.68
KPD-CRIMINAL INVESTIGATION	957	RANCH & HOME INC	NIBIN AMMO	201.23
KPD-CRIMINAL INVESTIGATION	999998	TACO BELL 722514	FOOD FOR CID DURING INVESTIGATION	38.48
KPD-CRIMINAL INVESTIGATION	10360	MINUTEMAN PRESS OF KENNEWICK, WESTJAN ENTERPRISES	BROCHURES FOR BRAVE MEETING	146.34
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	TONER CARTRIDGES FOR CID PRINTER	53.63
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	EXTERNAL SOLID STATE DRIVES FOR SPECIAL INVESTIGATIONS UNIT	217.47
KPD-CRIMINAL INVESTIGATION	3432	DOMINO'S PIZZA #07168	FOOD FOR CID DURING AN INVESTIGATION	36.09
KPD-CRIMINAL INVESTIGATION	9883	PROCARD, DOMINO'S 7165	FOOD FOR CID DURING AN INVESTIGATION	30.40
KPD-CRIMINAL INVESTIGATION	5302	NORTHERN QUEST RESORT	LODGING FOR FBI-LEEDA TRAINING - J SANTOY	197.29
KPD-CRIMINAL INVESTIGATION	999998	SPECTRUM	ICAC LAB INTERNET SERVICE	130.00
KPD-CRIMINAL INVESTIGATION	7458	PROCARD, WASHINGTON	WEAPONS FORFEITURE FILING FEE - 25-065166	87.15
KPD-CRIMINAL INVESTIGATION	999998	NMS LABS	RETURN SPECIMEN RETURN/HANDLING	66.00
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	(6) IPHONE CASES - KPD/DPW UTILITIES	26.23

City of Kennewick
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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
			KPD-Criminal Investigation Subtotal:	**$2,288.89**
KPD-PATROL	3223	WALMART SUPERCENTER	VICTIM BLANKETS	18.37
KPD-PATROL	999998	TBL* UAV COACH	DRONE SCHOOL - HANNAH	325.31
KPD-PATROL	999998	SQ *NATIONAL TACTICAL OFF	TRAINING - TRUJILLO	319.00
KPD-PATROL	1775	GRAINGER	LARGE SHARPS CONTAINERS	51.13
			KPD-Patrol Subtotal:	**$713.81**
KPD-STAFF SERVICES	999998	UNDERCOVER	SAFETY BAGS FOR COMMUNITY EVENTS TENT	104.77
KPD-STAFF SERVICES	999998	NATIONAL ASSOCIATION OF S	SRO BASIC - JACOB GARCIA	500.00
KPD-STAFF SERVICES	999998	POSITIVE CONCEPTS	SECTOR PAPER	260.00
			KPD-Staff Services Subtotal:	**$864.77**
KPD-SPECIAL SERVICES	999998	AMZ*WOOT LLC	ACCIDENTAL PERSONAL CHARGE TO P-CARD, CITY REIMBURSED BY	7.60
KPD-SPECIAL SERVICES	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	SUPPLIES FOR TARGET STANDS	225.78
KPD-SPECIAL SERVICES	945	TRI CITY CLEANERS	LASKER CLASS A	18.22
KPD-SPECIAL SERVICES	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	TARGET STAND SUPPLIES	35.62
KPD-SPECIAL SERVICES	999998	TRI CITY CLEANERS INC	UNIFORM ALTER - IDE	32.64
KPD-SPECIAL SERVICES	1775	GRAINGER	SMALL SHARPS CONTAINERS	50.10
KPD-SPECIAL SERVICES	999998	PAYPAL	WATERSHED JACKETS FOR SPOKANE ACADEMY GRADUATES	1,260.85
KPD-SPECIAL SERVICES	3717	AMAZON.COM	RIFLE CLEANING SUPPLIES	36.19
KPD-SPECIAL SERVICES	3717	AMAZON.COM	RIFLE OPTIC BATTERIES	37.19
KPD-SPECIAL SERVICES	999998	FIELDS AMMO	9MM AMMO FOR TRAINING CLASS	880.00
KPD-SPECIAL SERVICES	5302	NORTHERN QUEST RESORT	LODGING FOR FBI-LEEDA TRAINING - I MERKL	197.29
KPD-SPECIAL SERVICES	11079	PROCARD, OUR COOKIE HOUSE	COOKIES FOR PROMOTIONAL CEREMONY	100.00
KPD-SPECIAL SERVICES	3717	AMAZON.COM	QUARTERMASTER SUPPLIES	102.03
			KPD-Special Services Subtotal:	**$2,983.51**
FIRE ADMINISTRATION	3717	AMAZON.COM	VARIOUS STATION SUPPLIES	214.16
FIRE ADMINISTRATION	3717	AMAZON.COM	LIGHTWEIGHT LADDER FOR STATIONS	217.58
FIRE ADMINISTRATION	3717	AMAZON.COM	STATION CLEANING SUPPLIES	115.53
FIRE ADMINISTRATION	3700	OFFICE DEPOT INC	GENERAL OFFICE SUPPLIES	97.14

City of Kennewick
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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FIRE ADMINISTRATION	7421	PROCARD, KENNEWICK FLOWER SHOP INC	BALLOONS FOR PUSH-IN CEREMONY	10.88
FIRE ADMINISTRATION	4764	UPS	POSTAGE	14.38
FIRE ADMINISTRATION	999998	SAFEWAY #3253	COOKIES FOR PUSH-IN CEREMONY	36.08
			Fire Administration Subtotal:	**$705.75**
FIRE SUPPRESSION	3717	AMAZON.COM	PART TO FIX E1813, KEEP FROM HOSE SLIDING OUT OF TRAY	50.62
FIRE SUPPRESSION	999998	REI.COM 800-426-4840	ICE ANCHORS FOR NEW PROGRAM	260.96
FIRE SUPPRESSION	999998	WPSG, INC.	SHORT BACKBOARDS ICE RESCUE	153.65
FIRE SUPPRESSION	10523	STREAMLIGHT INC	APPARATUS FLASHLIGHT REPAIR	86.45
FIRE SUPPRESSION	3717	AMAZON.COM	POLO SHIRTS INSPECTORS	88.37
FIRE SUPPRESSION	3717	AMAZON.COM	OFFICE SUPPLIES LOGISTICS	26.62
FIRE SUPPRESSION	3717	AMAZON.COM	VARIOUS SUPPLIES LOGISTICS	53.61
FIRE SUPPRESSION	999998	LIBERTY LAWN AND SAW SHOP	CHAINSAW PARTS	6.52
FIRE SUPPRESSION	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	FORCIBLE ENTRY PEGS	12.93
FIRE SUPPRESSION	999998	SQ *NATIONAL TACTICAL OFF	RTF CLASS TUITION	2,445.00
FIRE SUPPRESSION	3717	AMAZON.COM	WHITE BOARD CALENDAR	8.15
			Fire Suppression Subtotal:	**$3,192.88**
FIRE PREVENTION/INVESTIGATION	3717	AMAZON.COM	EMERGENCY LIGHTING TESTING POLES	56.13
FIRE PREVENTION/INVESTIGATION	3717	AMAZON.COM	OFFICE SUPPLIES	64.18
			Fire Prevention/Investigation Subtotal:	**$120.31**
ENGINEERING	7237	GOTPRINT.COM	BUSINESS CARDS FOR S ROUNTREE AND A SAINS	34.65
ENGINEERING	3717	AMAZON.COM	(3) IPHONE CASES - MARTINN/SCOTTSZENDRE/BRIDGERO	17.36
ENGINEERING	3717	AMAZON.COM	AMAZON - $178.26 OFFICE SUPPLIES	178.26
ENGINEERING	999998	DOL - PROFESSIONAL LICEN	WSDOL PE LICENSE RENEWAL - B. POPE	128.00
ENGINEERING	3717	AMAZON.COM	AMAZON $39.35 OFFICE SUPPLIES	39.35
ENGINEERING	999998	PY *MAX BRANDING & DESIGN	MAX BRANDING - $87.12 LOGO FOR VESTS	87.12
ENGINEERING	999998	APWA WA CH* 2025 APWA	APWA FALL CONF. REGISTRATION - M. JALAYAR $650.00	650.00
ENGINEERING	999998	APWA WA CH* 2025 APWA	APWA FALL CONF. REGISTRATION - $650.00 S. GROSS	650.00
ENGINEERING	78	KENNEWICK INDUSTRIAL & ELEC	KIE $26.12 SURVEY SUPPLIES	26.12

City of Kennewick
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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
			Engineering Subtotal:	**$1,810.86**
GF-NONDEPARTMENTAL	3699	TRI-CITY AREA CHAMBER, OF COMMERCE	WOMEN IN BUSINESS LUNCHEON REGISTRATION	138.00
GF-NONDEPARTMENTAL	3699	TRI-CITY AREA CHAMBER, OF COMMERCE	ELECTED LEADERS RECEPTION	144.00
			GF-Nondepartmental Subtotal:	**$282.00**
			001 - GENERAL FUND Total:	**$43,530.19**
102 - STREET FUND				
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING PAUL GAFFEY CARHARTT	271.97
FUND ACTIVITY	3700	OFFICE DEPOT INC	APWA CONFERENCE REGISTRATIN FOR H. DOCKEN, J. CROSBY & P.	975.00
			Fund Activity Subtotal:	**$1,246.97**
			102 - STREET FUND Total:	**$1,246.97**
106 - BI-PIN OPERATIONS FUND				
FUND ACTIVITY	999998	NWCJIS* 2025 NW CJIS U	NW CJIS USER CONFERENCE - KANDY G	468.00
FUND ACTIVITY	999998	NWCJIS* 2025 NW CJIS U	NW CJIS USER CONFERENCE - TRACY T	468.00
			Fund Activity Subtotal:	**$936.00**
			106 - BI-PIN OPERATIONS FUND Total:	**$936.00**
107 - COMMUNITY DEVELOPMENT FUND				
CDBG	999998	SHERATON MESA HOTEL	HOTEL FOR KPEEL CDBG CONFERENCE	681.04
			CDBG Subtotal:	**$681.04**
			107 - COMMUNITY DEVELOPMENT FUND Total:	**$681.04**
117 - CRIMINAL JUSTICE SALES TAX FND				
KPD-PATROL	999998	SPECTRUM	REDUNDANT INTERNET CONNECTION	580.00
			KPD-Patrol Subtotal:	**$580.00**
			117 - CRIMINAL JUSTICE SALES TAX FND Total:	**$580.00**
300 - CAPITAL IMPROVEMENTS FUND				
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	HOME DEPOT $141.37 STREETS	141.37
			Fund Activity Subtotal:	**$141.37**
LAND & FACILITIES	10004	STITES, AARON W	BOAT LAUNCH REPLACEMENT PERMIT	3,522.19
LAND & FACILITIES	999998	SMARTSIGN	DOG PARK SIGNS	105.84

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
LAND & FACILITIES	1097	MOST DEPENDABLE FOUNTAINS INC	DOG PARK SPONSOR SIGNAGE	335.00
			Land & Facilities Subtotal:	**$3,963.03**
			300 - CAPITAL IMPROVEMENTS FUND Total:	**$4,104.40**
402 - MEDICAL SERVICES FUND				
FUND ACTIVITY	999998	AMAZON MKTPL	OUTFITTING NEW MEDIC UNITS EMS	178.38
FUND ACTIVITY	999998	PAYPAL	LIFTING STRAPS EMS	117.97
FUND ACTIVITY	999998	POWER PRODUCTS UNLIMITED	VEHICLE RADIO CHARGER TR181	100.40
FUND ACTIVITY	3717	AMAZON.COM	EMS MEDIC AND SUPPLY ROOM PARTS	103.95
FUND ACTIVITY	695	COLUMBIA BASIN COLLEGE	ROMMEN PEAC	324.00
FUND ACTIVITY	1099	LOWE'S HARDWARE	DRUG BOX PADLOCK	17.39
FUND ACTIVITY	695	COLUMBIA BASIN COLLEGE	HIGGINBOTHAM MEDIC SCHOOL TUITION	1,102.32
FUND ACTIVITY	695	COLUMBIA BASIN COLLEGE	LOPEZ PEAC COURSE	324.00
FUND ACTIVITY	999998	SQ *COLUMBIA SAFETY	ACLS AND PALS MANUALS	658.84
FUND ACTIVITY	3717	AMAZON.COM	POLO SHIRTS INSPECTORS	500.73
FUND ACTIVITY	3717	AMAZON.COM	VARIOUS STATION SUPPLIES	214.16
FUND ACTIVITY	3717	AMAZON.COM	LIGHTWEIGHT LADDER FOR STATIONS	217.57
FUND ACTIVITY	3717	AMAZON.COM	STATION CLEANING SUPPLIES	115.52
FUND ACTIVITY	3717	AMAZON.COM	(2) IPAD CASES - DPW/FIRE	29.88
			Fund Activity Subtotal:	**$4,005.11**
			402 - MEDICAL SERVICES FUND Total:	**$4,005.11**
403 - BUILDING SAFETY FUND				
FUND ACTIVITY	7237	GOTPRINT.COM	BUSINESS CARDS FOR L MEDINA AND C BABKA	69.29
FUND ACTIVITY	3700	OFFICE DEPOT INC	M DIDIER: OFFICE SUPPLIES: AA/AAA BATTERIES	65.24
FUND ACTIVITY	999998	SQ *ATOMIC SCREENPRINT	D. WOOLSEY: BUILDING SAFETY CITY LOGO SHIRTS	269.00
FUND ACTIVITY	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	L. MEDINA: ICC 2025 MEMBERSHIP DUES	110.00
			Fund Activity Subtotal:	**$513.53**
			403 - BUILDING SAFETY FUND Total:	**$513.53**
405 - STORMWATER UTILITY FUND				

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	3717	AMAZON.COM	(3) IPHONE CASES - MARTINN/SCOTTSZENDRE/BRIDGERO	8.71
			Fund Activity Subtotal:	**$8.71**
			405 - STORMWATER UTILITY FUND Total:	**$8.71**
410 - WATER AND SEWER FUND				
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	CREDIT OE CLOTHING JEREMY GREENE CARHARTT	(146.84)
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING JEREMY GREEN 1ST HALF CARHARTT	146.84
FUND ACTIVITY	999998	GOTPRINT.COM	OE CLOTHING CARHARTT JACOB HICKMAN	76.15
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING DALTON LAGERWEY CARHARTT	353.54
FUND ACTIVITY	3717	AMAZON.COM	32" TV WALL MOUNT - WWTP	35.89
FUND ACTIVITY	3292	BEST BUY	32" MONITOR - WWTP	271.99
FUND ACTIVITY	3717	AMAZON.COM	(3) IPHONE CASES - WWTP/LUSTIG	36.93
FUND ACTIVITY	3717	AMAZON.COM	(5) IPHONE CASES - WWTP	43.45
FUND ACTIVITY	3717	AMAZON.COM	(6) IPHONE CASES - KPD/DPW UTILITIES	52.29
FUND ACTIVITY	3717	AMAZON.COM	(1) IPHONE CASE - DPW PLUCKER	23.00
FUND ACTIVITY	3717	AMAZON.COM	(2) IPAD CASES - DPW/FIRE	29.89
FUND ACTIVITY	999998	RICHLAND LANDFILL	LANDFILL FEES - WATER DIST. $40.17	40.17
FUND ACTIVITY	10004	STITES, AARON W	COK PERMITTING - SEPA FEES $311.00	311.00
FUND ACTIVITY	1099	LOWE'S HARDWARE	LOWES - $95.66 PROPANE TANK SUPPLIES	95.66
FUND ACTIVITY	3717	AMAZON.COM	LOGITECH WIRELESS KEYBOARD FOR CARY ROE	163.19
FUND ACTIVITY	999998	LOWES #00907	DURASTAR MEDIUM ROOM WINDOW AIR CONDITIONER - WTP	379.71
FUND ACTIVITY	3717	AMAZON.COM	LOGITECH USB RECEIVERS FOR CARY ROE	31.49
FUND ACTIVITY	999998	SENSUS USA CVENT	XYLEM REACH 2025 CONFERENCE REGISTRATION FOR ALLEN BOLT	1,050.00
FUND ACTIVITY	999998	ALASKA AIR	ROUNDTRIP TICKET AIRFARE FOR ALLEN BOLT TO ATTEND XYLEM	573.00
FUND ACTIVITY	3717	AMAZON.COM	CREDIT OF RETURNED LOGITECH KEYBOARD FOR CARY ROE	(163.19)
FUND ACTIVITY	999998	INTERNATIONAL TRANSACTION	INTERNATIONAL TRANSACTION FEE	6.73
FUND ACTIVITY	999998	PYN*HI HYPERLITE	4-QTY. LED PARKING LOT LIGHTS - WWTP	448.91
FUND ACTIVITY	4764	UPS	POSTAGE	13.63
FUND ACTIVITY	3883	U R M CASH & CARRY	CLR & DISTILLED WATER FOR WTP	34.00
			Fund Activity Subtotal:	**$3,907.43**

City of Kennewick
PCard Roster by Fund
9/1/2025 to 9/30/2025

FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
			410 - WATER AND SEWER FUND Total:	**$3,907.43**
501 - EQUIPMENT RENTAL FUND				
FUND ACTIVITY	3545	ASE TEST FEES	ASE TEST FOR LAUDENSLAGER	101.19
FUND ACTIVITY	999998	DKC*DIGI KEY CORP	SWITCHES FOR FLEET	75.17
FUND ACTIVITY	999998	SELECT-TECH, INC.	O2 BYPASS VALVE FOR V2716	493.57
FUND ACTIVITY	4764	UPS	POSTAGE	33.44
FUND ACTIVITY	999998	THE ANTENNA FARM	UHF CONNECTOR FOR V7508 V7509	240.52
			Fund Activity Subtotal:	**$943.89**
			501 - EQUIPMENT RENTAL FUND Total:	**$943.89**
503 - RISK MANAGEMENT FUND				
FUND ACTIVITY	999998	DOUBLETREE HOTELS	HOTEL FOR ROCHELLE S. SAFETY CONFERENCE	388.92
			Fund Activity Subtotal:	**$388.92**
			503 - RISK MANAGEMENT FUND Total:	**$388.92**
642 - METRO DRUG FORFEITURE FUND				
FUND ACTIVITY	3223	WALMART SUPERCENTER	CJTC RECORDS ACADEMY- SNACKS	113.05
FUND ACTIVITY	999998	USPS PO 5471400352	POSTAGE EXPENSE (TF25-097-1)	6.08
FUND ACTIVITY	999998	USPS PO 5471400352	POSTAGE EXPENSE (TF23-116-1)	22.52
			Fund Activity Subtotal:	**$141.65**
			642 - METRO DRUG FORFEITURE FUND Total:	**$141.65**
			Grand Total:	**$60,987.84**

City of Kennewick

PCard Roster by Fund

9/1/2025 to 9/30/2025

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

Jessica Platt, Finance Director

Council Agenda Coversheet	Item Number:	4.c.	Date:	11/18/2025	Category: Consent Agenda
	Item Type:	General Business Item			
	Subject:	**Payroll Roster: For the Pay Period Ending 10/31/2025**			
	Department:	Finance			

Recommendation

Staff recommends that Council approve the payroll roster as presented.

Motion for Consideration

Motion to approve the payroll roster for the pay period ending 10/31/2025.

Summary

None.

Alternatives

None.

Fiscal Impact

10/31/2025 Total: $2,941,922.75

Attachments:

1. Roster

All Departments:

	58,134.27
Building Safety	7,062.04
City Attorney	31,383.46
City Council	5,137.50
City Manager	22,469.67
Community Planning	22,724.66
Engineering	63,504.05
Finance	61,210.23
Fire	123,433.93
Management Services	74,539.48
Non-Departmental	3,265.36
Parks, Recreation & Facilities	128,638.08
Police	565,165.39
Subtotal - General Fund	**1,166,668.12**
	3,727.50
BI-PIN	20,868.76
Building Safety	49,016.49
Criminal Justice	101,442.54
Equipment Rental	15,913.02
Management Services	4,012.00
Medical Services	487,997.53
Stormwater	28,255.62
Street	56,669.01
Water & Sewer	190,832.49
Subtotal - Other Funds	**958,734.96**
Total Salaries and Wages	**2,125,403.08**

Benefits

Dental Insurance	24,529.07
DRS Retirement	115,217.39
Employee Assistance Program	28.48
Life Insurance	8.80
Medical Expense Reimbursement Plan	3,450.00
Medical Insurance	379,745.14
Medicare	30,048.78
MissionSquare Deferred Compensation	93,650.27
Social Security (OASDI)	90,859.10
Vision Insurance	3,627.15
WA Paid Family & Medical Leave	5,366.42
Worker's Compensation Insurance	69,989.07
Total Benefits	**816,519.67**
Grand Total	**$2,941,922.75**

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 $2,941,922.75 comprised of check numbers 78141 through 78148 and direct deposit numbers 240882 through 241351.

Approved for payment:

Jessica Platt

Jessica Platt, Finance Director

Council Agenda Coversheet	Item Number:	4.d.	Date:	11/18/2025	Category: Consent Agenda
	Item Type:	Reports/Plans			
	Subject:	**Report: Annual Complete Streets Report For 2024**			
	Department:	Public Works			

Recommendation

Staff recommends Council accept the Annual Complete Streets Report for 2024 as presented.

Motion for Consideration

Motion to accept the Annual Complete Streets Report as presented.

Summary

City Council adopted Ordinance No. 5691 on April 18, 2017, which established a Complete Streets policy and added a new Chapter 1320 to the Kennewick Municipal Code. The policy advocates for healthy living through planning and constructing complete street elements, to provide safe and convenient access to all users of its right-of-way, including pedestrians, bicyclists, motorists and public transportation.

The Washington State Legislature passed Complete Street legislation that encourages local governments to formally establish Complete Streets policy by ordinance, and to consider all users in transportation-related projects.

By adopting a Complete Streets ordinance, the City of Kennewick reinforces its commitment to promoting Complete Streets elements of walking, bicycling, access to transit, and streetscape aesthetics.

As a part of this policy, Public Works is required to report on the transportation projects completed in the prior year, those planned for the coming year, and the complete streets elements that are contained in the projects (i.e. amount of sidewalks, paths, bicycle lanes, public transportation facilities and streetscapes).

Alternatives

None.

Fiscal Impact

None.

Attachments:

1. Report

Complete Streets Annual Report for Year 2024

City Council Meeting
November 18, 2025
John Cowling, P.E.
Public Works Director

Complete Streets Policy Ordinance

- Adopted by City Council April 18, 2017
- Affirms Kennewick's commitment to provide safe and convenient access to all users, including pedestrians, bicyclists, motorists and public transportation.
- Requires annual report on complete streets activities

Complete Streets Constructed in 2024

2024 Kennewick Complete Streets Summary							
Project	New Sidewalks (Ft)	New ADA Ramps (Each)	New Bike Lane & Paths (Ft)	Rect. Rapid Flash Beacon(Each)	New Ped Crossings (Each)	New Land-scaping (Sq Ft)	Street Lighting(Each)
Development Pedestrian Impv'ts	16,521	130	-	-	-	-	164
P2010 Deschutes & CCB Intersection	860	11	-	1	1	-	9
P2411 Pedestrian Safety Improvements	40	4	-	2	2	-	2
P2307 Park Hills Storm Rehabilitation	180	4	-	-	-	-	-
P2401 City-Wide HMA Overlay & ADA Improvements	670	49	-	-	-	-	-
P2410 2024 Sidewalk Repair	735	4	-	-	-	-	-
Totals	19,006	202	-	3	3	-	175

2025 Projects

- 2025 City-Wide Asphalt Overlay
  - W. Clearwater (Columbia Center Blvd. to N Kellogg St.)
  - S. Edison St. (Clearwater to 10th Ave.)
  - W. Quinault Ave. (Columbia Center Blvd. to Young RAB)
  - As a requirement of the overlays, 30 pedestrian ramps were upgraded to current ADA standards.
- 2025 Misc. Sidewalk Project – Annual Program
  - Identified over 710 LF of sidewalk and 2 ADA ramps for replacement.
- Conway Place Safe Routes to Schools Project
  - Received $695,500 grant funding from State.
  - Project provided 750’ of new sidewalk on west side of street, new speed table, one new crosswalk, two new RRFBs, upgraded street lighting, and green bike lane markings and new school beacons on 4th Ave.
- Steptoe/Arrowhead Signal
  - New signal along with new ADA ramps and signalized crosswalks at this intersection.

Questions?

Council Agenda Coversheet					Category: Consent Agenda
	Item Number:	4.e.	**Date:**	11/18/2025	
	Item Type:	Contract/Agreement/Lease			
	Subject:	**Contract: 2025-2027 Solid Waste Management Interlocal Agreement between the City of Kennewick, Benton County, and City of Benton City, City of Prosser, City of West Richland, and City of Richland**			
	Department:	Public Works			

Recommendation

Staff recommends approving the contract as presented.

Motion for Consideration

Motion to approve the contract as presented.

Summary

The City is required by RCW 70.95 and 70.105 to participate in a county-wide solid waste management plan. Participation has been managed through an interlocal agreement. The current agreement expires December 31, 2025. The proposed interlocal agreement mirrors the current agreement. It maintains the current Solid Waste Advisory Committee including Benton County, the cities within Benton County, local waste haulers and other local representatives. It also continues the City's financial support of the 2024-2029 Benton County Solid Waste and Hazardous Waste Management Plan, including the operation of the Moderate Risk Waste Facility, and other code required by the State.

Alternatives

The alternative is to deny approval of the contract; this alternative is not recommended.

Fiscal Impact

This new agreement continues Kennewick's current level of financial obligation in support of Chapter 11 of the Benton County Solid Waste and Hazardous Waste Management Plan. The current biennial expenditures total just under $140K to support the operation of the MRW Facility. If SWAC members committed to all elements of Chapter 11, Kennewick would expend the full $200K Solid Waste biennial budget. This obligation is offset by about $190K in annual revenue from Waste Management.

Attachments:

1. Agreement
2. Plan

INTER-LOCAL AGREEMENT
REGARDING SOLID WASTE MANAGEMENT
BENTON COUNTY

This Agreement addresses City-County joint participation in the countywide Solid Waste Plan and joins public agencies to exercise their powers, thereby maximizing their ability to provide services and facilities which will best fulfill the needs of the community as a whole, and is made and entered into effective date of full execution, by and between Benton County, a political subdivision of the State of Washington, hereafter referred to as the Lead Agency, and the cities of Benton City, Kennewick, Richland, Prosser, and West Richland, political subdivisions of the State of Washington, and hereafter referred to as Participating Jurisdictions. The Participating Jurisdictions and Lead Agency may be referred to herein collectively as the Parties.

I. RECITALS

WHEREAS, the parties hereto recognize the requirement to prepare and implement solid and hazardous waste plans under RCW Chapter 70.95 and RCW Chapter 70.105, and

WHEREAS, the parties have developed the Benton County Comprehensive Solid Waste Plan with public involvement; and

WHEREAS, the parties have adopted the Benton County Comprehensive Solid Waste Plan fulfilling their jurisdictional requirements under RCW Chapter 70.95 and RCW Chapter 70.105; and

WHEREAS, the parties hereto wish to enter into a cooperative effort to administer, plan, and implement the recommendations contained within the adopted Benton County Comprehensive Solid Waste Plan; and

WHEREAS, the Solid Waste Advisory Committee advises the Board of County Commissioners with respect to developing plans and policies for solid waste management in Benton County, each Participating Jurisdiction and Lead Agency recognizes that all members of the Solid Waste Advisory Committee shall have one (1) equal vote; and

WHEREAS, the Lead Agency will manage, track, and provide custody for this Agreement, and

WHEREAS, the undersigned signatories of this Agreement are duly authorized to enter into the same by properly adopted resolutions,

NOW THEREFORE, in consideration of the foregoing recitals and the mutual agreements and covenants herein contained, the parties agree as follows:

II. AGREEMENTS

A. AUTHORITIES

The parties to this Agreement have and possess, both jointly and severally, the primary responsibility for effective solid and hazardous waste management, planning and implementation under RCW Chapters 70.95 and 70.105. Under RCW Chapter 39.34, the Inter-local Cooperation Act, local governments are authorized to cooperate to provide themselves with services of the nature herein agreed to.

B. PURPOSE

This Agreement is entered into pursuant to RCW Chapter 39.34 for the purpose of cooperative management of solid waste within Benton County. It is the intent of the parties to work cooperatively in implementing and managing a comprehensive solid waste management plan pursuant of RCW Chapters 70.95 and 70.105 that is viable and economically responsible to their citizens. Specifically, this Agreement will provide for the administration, planning and operations of the adopted Benton County Comprehensive Solid Waste Management Program.

C. DEFINITIONS

For the purpose of this Agreement, the following definitions shall apply:

'Fair Share' - the amount owed by each of the Parties, based upon April 1 population figures for the given year supplied by the Washington State Office of Financial Management (OFM), and the corresponding population percentage applied to the Solid Waste Program Budget.

'Solid Waste Advisory Committee' (SWAC) - a committee, formed pursuant to RCW 70.95.165, comprised of no more than twelve (12) members representing a balance of interests, pursuant to state statutes. Said committee shall contain one representative of each of the Parties. Each Party shall nominate its representative to the SWAC to the Lead Agency, to be approved by the Board of County Commissioners. The SWAC shall review Solid Waste Program budget and activities and make recommendations to the Benton County Commissioners.

'Lead Agency' - Benton County, a political subdivision of the State of Washington. The Lead Agency will administer, plan, and implement the Plan and Solid Waste Program.

'Participating Jurisdictions' - any City who has entered into the County-wide Solid Waste Inter-Local Agreement with the Lead Agency and who has agreed to mutually support and financially contribute to the administration, planning, and implementation of the Plan.

'Parties' - the collective term for all Participating Jurisdictions and Lead Agency.

'Plan' - the Benton County Comprehensive Solid Waste Management Plan, as the same exists now or may hereafter be amended.

'Routine Operating Agreement' (ROA) - an agreement that is established for the purpose of accomplishing a task set forth by the Parties and is funded within the Solid Waste Program Budget.

'Solid Waste Advisory Committee Members Bylaws' - the bylaws the same as now exist or may hereafter be amended.

'Solid Waste Program Budget' - the annual Countywide Solid Waste Budget, as prepared by Benton County and accepted by the SWAC, that appropriates funds to Routine Operating Agreements and administrative functions that meet specific requirements in RCW 70.95 and/or accomplishes goals as set forth in the Plan.

'Task' - a project, program, activity, etc., that is annually funded from the Solid Waste Program Budget. All tasks are approved by the SWAC as needed and shall meet the recommendations set forth in the Plan.

'Task Manager' is designated to lead and manage a Task per the ROA.

D. LOCAL ADOPTION OF PLAN

Under the authority of RCW 70.95.080, each Participating Jurisdiction elected to enter into this agreement with the County pursuant to those jurisdictions that participated in preparing and adopting the joint City-County Plan.

E. PLAN IMPLEMENTATION

Pursuant to RCW 70.95.080 and RCW 70.105.220, the Participating Jurisdictions and Lead Agency jointly prepared the Plan in accordance with "Guidelines for the Development of Local Solid Waste Plans and Plan Revisions" (*i.e.,* Department of Ecology (WDoE) Publication No. 90-11) and will implement the Plan's recommendations, as approved by the Department of Ecology pursuant to RCW 70.95.094.

F. BENTON COUNTY SOLID WASTE ADVISORY COMMITTEE

The Parties hereto recognize and support the SWAC as an advisory board created under authority of RCW 70.95.165. The SWAC is an ongoing advisory committee. The

SWAC is the focal point of the public involvement effort used in the planning, development and implementation of the Plan. The SWAC also provides advice to the Parties on solid and hazardous waste issues and assists the Parties in developing solid waste ordinances, rules, guidelines, and policies prior to their adoption.

G. REGIONAL PLANNING AREA

The Parties hereto recognize the geographical planning area covered by this Agreement to be the incorporated areas of the Participating Jurisdictions and the unincorporated area of Benton County. The Hanford Nuclear Reservation is exempted from the Plan and this Inter-local Agreement.

H. ROUTINE OPERATING AGREEMENT IMPLEMENTATION

Two months prior to the biennial Solid Waste Program Budget workshop, all task managers are required to submit their ROA. As a minimum, an ROA will include: 1) Task Introduction Statement; 2) Task Scope of Work; 3) Task Responsibilities; 4) Annual Task Cost; and 5) Quality Control. Eligibility of an ROA request is based on task cost and meeting recommendations set forth in the Plan. The ROA request should include both activities undertaken by the Participating Jurisdiction submitting the ROA and any activities that the Participating Jurisdiction believes the Lead Agency should implement on a countywide basis. The SWAC shall recommend that a request be advanced to the Board of County Commissioners on a 2/3 majority of those members present.

I. SOLID WASTE PROGRAM BUDGET

The Parties agree to mutually and financially support the administration, planning, and operations of the Plan recommendations or as specified in RCW 70.95. The Lead Agency shall prepare a Solid Waste Program Budget each year for the upcoming budget year. The budget will also include Routine Operating Agreements that provide information on projects funded by the annual budget.

J. FAIR SHARE

The Parties agree to pay a Fair Share of the administration, planning and operation of the Solid Waste Program, as determined and voted-on by the SWAC and approved by the Benton County Commissioners. Said Fair Share shall be a percentage of all program costs that are not covered by Local Solid Waste Financial Aid Funds, share percentages to be updated each April of the Agreement, being based on the most recent population figures as supplied by the Washington State OFM. The Parties agree to remit their fee to the Lead Agency within sixty (60) days of receiving an invoice from the Lead Agency. The Lead Agency's fair share shall be based on the population for the unincorporated areas of the County.

K. DISBURSEMENT OF ASSETS AND DEBTS

If this Agreement is terminated, all Parties to this Agreement shall determine the disbursement of any outstanding debts and the allocation of any assets. If the Parties cannot agree to the disbursement of any outstanding debts and the allocation of any assets, the issues are to be submitted for arbitration, pursuant to state law, RCW 7.04 *et seq.* The Lead Agency and the contesting jurisdiction agree that such arbitration shall be conducted before one (1) disinterested arbitrator.

L. DURATION

This Agreement shall commence on the date set forth above and will continue in effect to December 31, 2027, or until superseded by another Interlocal Agreement. As stipulated within RCW 70.95.110(1), each Plan shall be maintained in a current condition and reviewed and revised periodically as may be required by the WDoE. Upon each review such plans shall be extended to show long-range needs for solid waste handling facilities for twenty (20) years in the future, and a revised implementation schedule and implementation budget for six (6) years in the future.

M. REVIEW AND RENEGOTIATION

Any Party may request a review and/or renegotiations on any provision of the Agreement during the six-month period immediately preceding the ending date for the Agreement. Such request must be made in writing to the Lead Agency and must specify the provision(s) of the Agreement for which review/renegotiation(s) are requested. Review and/or renegotiation(s) pursuant to such a written request shall be immediately referred to the SWAC for their review and recommendation. Notwithstanding any other provisions in this paragraph to the contrary, the Parties may, pursuant to the procedure outlined within the Solid Waste Advisory Committee Members Bylaws, modify or amend any provision(s) of this Agreement at any time during the term of this Agreement.

N. TERMINATION

This Agreement may be terminated by any Party, by written notice to the other Parties no less than thirty (30) days immediately preceding the implementation date of the next Solid Waste Program Budget. The Parties agree: (1) that the termination will not absolve a terminating Party of any financial responsibility to the extent a financial responsibility continues to exist pursuant to the provisions of this Agreement; and (2) that prior to termination, the terminating Party shall submit to the SWAC how it intends on meeting its planning obligation under RCW 70.95.080.

O. WAIVER

No waiver by any of the Parties of any term or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach whether of the same or a different provision of this Agreement.

P. ENTIRE AGREEMENT

This Agreement, including the recitals and all subsequent attachments and addendums, constitutes the entire Agreement between the Parties and shall be governed by the laws of the State of Washington. There are no other oral or written agreements or understanding between the Parties as to the subject matter contained herein. The venue for any action of law, suit in equity and judicial proceeding for the enforcement of this Agreement shall be instituted and maintained only in the courts of competent jurisdiction in Benton County, Washington.

Q. SEVERABILITY

Any provisions of this Agreement that is determined to be illegal, invalid, or unenforceable for any reason shall be ineffective to the extent of such prohibition without invalidating the remainder of this Agreement.

[Signature Pages to Follow]

FOR THE CITY OF KENNEWICK, WASHINGTON.

_____ _____

Erin Erdman, City Manager Date

Attest:

_____ _____

Krystal Johnston, City Clerk Date

Approved as to Form:

_____ _____

Laurencio Sanguino, City Attorney Date

Benton County Solid Waste and Hazardous Waste Management Plan

For Years 2024–2029

Benton County, Washington

December 2023

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Benton County
Solid Waste and Hazardous Waste Management Plan
For Years 2024–2029

December 2023

Prepared by:

HDR, Inc.
600 University Street
Suite 500
Seattle, WA 98101-4132

ACKNOWLEDGMENTS

The Benton County Department of Public Works acknowledges the valuable contribution of the following organizations for their assistance in the development of this Plan:

Benton County Solid Waste Advisory Committee Members

Washington State Department of Ecology Staff

Benton-Franklin Health District Staff

Benton County Public Works Staff

Benton County residents and businesses also contributed to this Plan through comments provided during public meetings and through various other channels. The Board of County Commissioners and Benton County Public Works gratefully acknowledge this input.

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Acronyms and Abbreviations

BDI	Basin Disposal, Inc.
BSE	Bovine Spongiform Encephalopathy
C&D	construction and demolition
CFCs	chlorofluorocarbons
Commerce	Washington Department of Commerce
County	Benton County
CPG	Coordinated Prevention Grant
CROP	Contamination Reduction and Outreach Plan
DDMP	disaster debris management plan
Ecology	Washington State Department of Ecology
EIS	Environmental Impact Statement
EMP	Emergency Management Plan
EPA	United States Environmental Protection Agency
EPR	extended producer responsibility
ESHB	Engrossed Substitute House Bill
FEMA	Federal Emergency Management Agency
H5N1	Highly Pathogenic Asian Avian Influenza A
HB	House Bill
HDPE	high-density polyethylene
HDR	HDR Engineering, Inc.
Health District	Benton-Franklin Health District
HHW	household hazardous waste
LSWFA	Local Solid Waste Financial Assistance
MRW	moderate risk waste
MSW	municipal solid waste
MTCA	Model Toxics Control Act
MW	megawatts
OFM	Washington Office of Financial Management
ORS	Oregon Revised Statute
PCS	petroleum-contaminated soils
PET	polyethylene terephthalate
Plan	Benton County Solid Waste and Moderate Risk Waste Management Plan
RCRA	Resource Conservation and Recovery Act
RCW	Revised Code of Washington
SEPA	State Environmental Policy Act

SHB	Substitute House Bill
SQG	Small-Quantity Generator
SWAC	Solid Waste Advisory Committee
TPY	tons per year
UGA	Urban Growth Area
WAC	Washington Administrative Code
WM	Waste Management of Washington, Inc.
WSDA	Washington State Department of Agriculture
WUTC	Washington Utilities and Transportation Commission

Executive Summary

This Solid Waste Management Plan (Plan) recommends strategies to manage solid waste generated in Benton County over the next 6 to 20 years as required by the Revised Code of Washington (RCW) 70A.205. This Plan will guide the actions of Benton County and the participating cities of Benton City, Kennewick, Prosser, Richland and West Richland and Waste Management and Basin Disposal, Inc. that provide curbside collection and processing and municipal solid waste and recyclable materials. It is the collaborative effort of participating cities' and industry representatives, thought leaders and subject matter experts in the solid waste field, and incorporates a balanced approach to solid waste management in Benton County.

The overriding mission statement for the Plan is:

"Benton County and the participating jurisdictions provide citizens with efficient, reliable, and affordable solid waste collection, handling, recycling and disposal services in order to improve the quality of life while protecting and preserving human health, environmental quality and natural resources."

To further this mission, the Plan proposes a comprehensive set of recommended strategies for implementation over the six-year planning period. Highlights include:

Staffing – The Plan recommends adequate staffing be maintained to implement programs and educational outreach initiatives through a cooperative effort with the County, cities and towns, waste haulers and other stakeholders. Staffing priorities are critical to the operations of the new Household Hazardous Waste Facility operations and implementation and compliance with regulatory requirements related to organics management reduction of contaminants in the recycling waste stream.

Waste Reduction and Recycling – Waste prevention, reduction and recycling are continuing priorities for this Plan. Promoting a variety of education and outreach initiatives, while dealing with changing recycling markets, will continue to be a priority through harmonization of programs and working cooperatively with jurisdictional and private partners.

System Enhancements – Modernization of curbside recycling programs to carted services that increase worker safety while diverting materials from disposal is a vital component to this Plan. Increasing marketable recyclable materials collected at the curb will provide a long-term benefit to the community through extended landfill life.

Long-range planning is essential to achieving a cost-effective and environmentally sound integrated solid waste system. To this end, this Plan facilitates a cooperative effort between partners and provides a framework for infrastructure planning, short-term and long-term management of solid waste and recyclables, policy making and funding for the system. The summary of recommendations and implementation costs can be found in Chapter 11 – Implementation Plan.

This Plan is intended to be a “living document” to be revisited on a regular basis to evaluate progress, reassess initiatives and implementation plans, and consider potential updates to the Plan in response to emerging data and information and future conditions.

CHAPTER 1.0 BACKGROUND

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1.0 Background

This section provides general information regarding the *Benton County Solid Waste and Moderate Risk Waste Management Plan* (Plan), its development, and its relationship to other state and local documents.

1.1 Introduction

This Plan recommends strategies to manage solid waste and moderate risk waste (MRW) generated in Benton County, Washington (County). Solid waste handling includes management, storage, collection, diversion, transportation, treatment, use, processing, and final disposal. This Plan includes recommendations for municipal solid waste (MSW), MRW, waste reductions, recycling and education, diversion, construction and demolition (C&D) debris, and special wastes.

1.2 Purpose

Washington State law assigns primary responsibility for managing MSW and MRW to local governments. Revised Code of Washington (RCW) 70A.205 requires local governments to maintain current solid waste management plans. RCW 70A.300 requires local governments to develop plans for managing hazardous waste, which in this Plan is covered in Chapter 8.0 – Moderate-Risk Waste.

The purpose of this Plan is to develop recommended waste management strategies for the period 2023 through 2029. The Plan also looks forward to confirmation that sufficient processing and disposal options are anticipated to be available to the County for at least the next 20 years, or through year 2043.

Local plans must be complete and in good standing to receive grant monies from the Washington State Department of Ecology (Ecology) Local Solid Waste Financial Assistance (LSWFA), which is a funding source for non-disposal-related programs and activities.

1.3 Goals and Objectives

The mission statement for this Plan is as follows:

> *Benton County and the participating jurisdictions provide citizens with efficient, reliable, and affordable solid waste collection, handling, recycling and disposal services in order to improve the quality of life while protecting and preserving human health, environmental quality, and natural resources.*

For each element of the Plan, goals were developed. An assessment of existing conditions relative to each element was made, and then an identification of needs and opportunities followed. An evaluation of the alternatives was then performed, and recommendations for specific programs, policies, or actions were selected and adopted.

In summary, the goals for the Plan are as follows outlined below.

Infrastructure and System

- Manage wastes in a cost-effective manner that promotes, in order of priority, waste reduction, reuse, and recycling.
- Enhance and improve overall efficiency of waste and recyclables collection and transfer.
- Encourage and expand coordination and communication regarding waste collection, recycling, and disposal among all jurisdictions, agencies, and private firms in Benton County.
- Ensure that collection infrastructure is flexible and adaptable to changing recycling and waste diversion practices.
- Ensure that wastes are properly managed and facilities are operated in full compliance with appropriate rules and regulations.
- Establish guidelines and strategies for management of specific waste streams.

Economic Sustainability

- Manage waste as a resource to increase local job opportunities and support economic development.
- Consider environmental impacts to climate, air, water, and land that are associated with waste generation, transportation, handling, recycling, and disposal.
- In the County, edible food is eaten, and inedible food is composted or processed into other value-added products.

Education

- Reinvigorate the public education and outreach programs throughout the County.
- Encourage people and businesses to make responsible choices about what they produce and consume, and what they generate as waste.
- Encourage public/private partnerships for waste reduction and recycling programs.

Outside Influences

- Support changes to federal and state regulations and policies that support economically sustainable recycling opportunities and waste diversion.
- Manage waste in a manner that promotes Washington State's waste management priorities presented in Ecology's *Moving Washington Beyond Waste and Toxics* document.
- Comply with federal, state, and local solid waste and MRW regulations.
- Promote and support life-cycle product stewardship and industry advancements in packaging standards that lead to less waste generation.

1.4 Participants in the Planning Process

This document was developed with the guidance of the Benton County Solid Waste Advisory Committee (SWAC), whose participation is gratefully acknowledged. Committee members and their affiliations are shown in Table 1-1.

Table 1-1. Benton County Solid Waste Advisory Committee

Member	Affiliation
Will McKay Matt Mahoney (Alternate)	Benton County
Jessica Wadsworth David Sandretto (Alternate)	City of Benton City
Chuck Torelli Jim Millbauer (Alternate)	City of Kennewick
Don Aubrey	City of Prosser
Theresa Richardson	City of Richland
Richard Bloom	City of West Richland
Darrick Dietrich Rebecca Francik (Alternate)	Basin Disposal
Jeff Barcenas Tami Yager (Alternate)	Waste Management
Khris Olsen	Public Citizen

1.5 Planning Area

The planning area (see Figure 1-1) includes the incorporated and unincorporated areas of the County. This includes the cities and towns of Benton City, Kennewick, Prosser, Richland, and West Richland, with only the Hanford site area excluded.

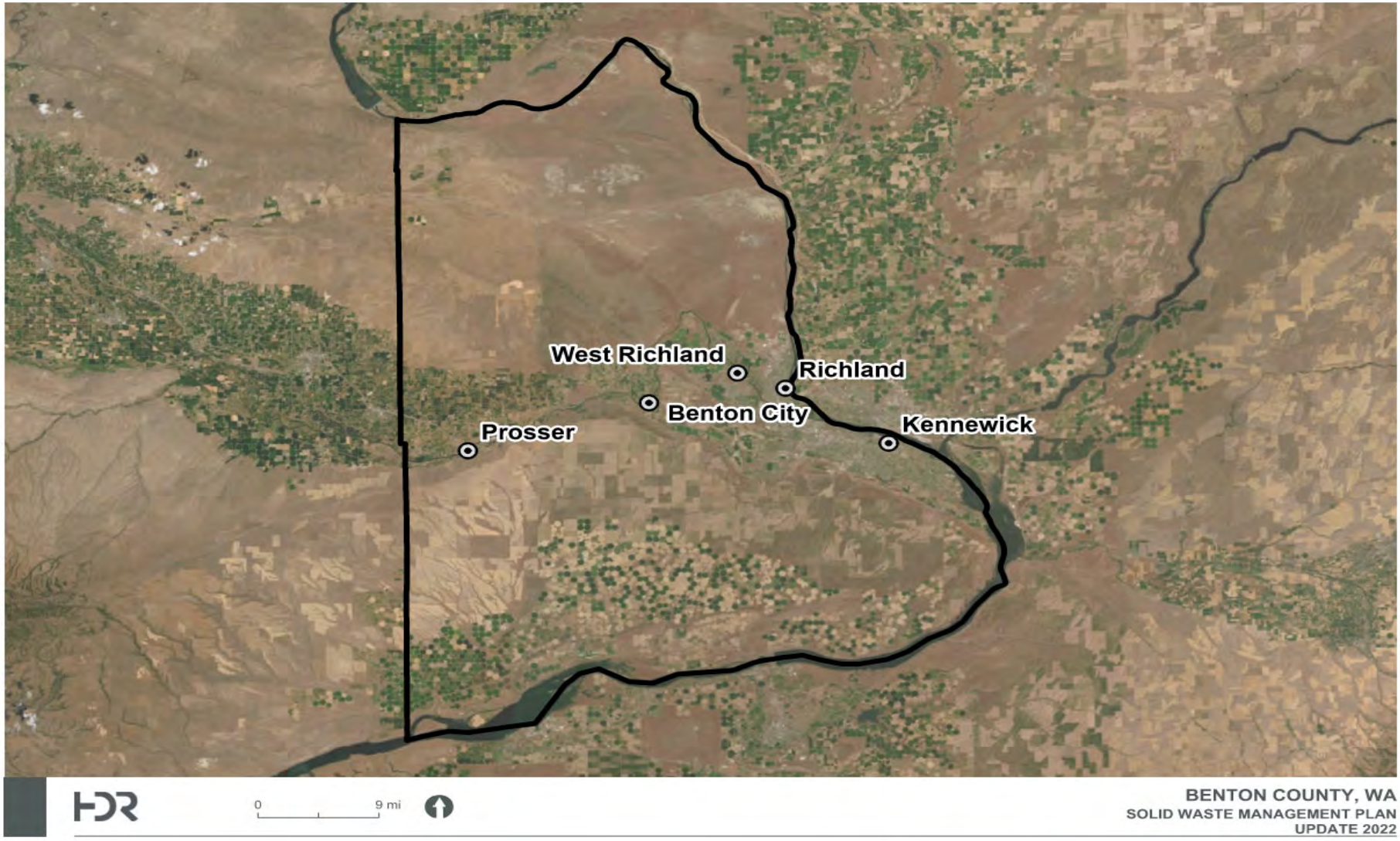

Figure 1-1. Benton County Solid Waste Planning Area

1.6 Planning Authority

This Plan is intended to satisfy the participating jurisdictions' responsibilities for maintaining a current solid waste management plan in accordance with RCW 70A.205 and to provide a local hazardous waste management plan in accordance with RCW 70A.300.

Cities and counties share the responsibility for developing and maintaining a local solid waste management plan. RCW 70A.205 provides cities with three alternatives for satisfying their planning responsibilities:

- Prepare and deliver to the County auditor a city solid waste management plan for integration into the County solid waste plan;
- Enter into an agreement with the County to prepare a joint city-County plan; or
- Authorize the County to prepare a plan for the city for inclusion in the County plan.

The incorporated communities of Benton City, Kennewick, Prosser, Richland, and West Richland executed interlocal agreements with the County regarding solid waste management. The agreements authorize the County to prepare a countywide solid waste management plan that includes each of these cities and towns. Participating cities and towns have both the opportunity and responsibility to participate in plan development, review, and comment on the draft plan and to adopt the final plan.

Executed Solid Waste Interlocal Agreements can be found in Appendix A. Resolutions of Adoption for this Plan can be found in Appendix B.

1.7 Plan Development Process

The County began the Plan update process in 2018. Due to the COVID-19 pandemic, the update process was impacted with a final draft Plan being submitted in 2020. The County chose to move forward with a new Plan update process due to regulatory, staffing, and operational changes that have occurred since the previous process was undertaken.

This Plan was developed over a period of approximately 9 months. The process began in August 2022 with the contract execution for HDR Engineering, Inc. (HDR), as the team that would assist with starting the update process. During the 9 months, technical research, analysis, and recommendations were prepared by HDR and the County staff and discussed with the Benton-Franklin Health District (Health District), the SWAC, stakeholders, interested members of the public, and interest groups. This participatory, interactive process was undertaken in order to prepare and build support for the Plan.

The public participation process was largely focused on the SWAC. The Board of County Commissioners appointed SWAC members. Members are selected to represent a balance of interests including citizens, public interest groups, businesses, the waste management industry, local elected public officials, and the agricultural industry. The SWAC provides guidance to the Benton County Public Works Department in the development of programs and policies concerning solid waste handling and disposal.

The SWAC reviews and comments on rules, policies, resolutions, and ordinances before they are proposed for adoption. SWAC meetings are open to the public, and meeting notices are published beforehand. For additional information on the SWAC, please refer to Appendix C.

The anticipation is that the Plan will be adopted by each participating city or town and by the Board of County Commissioners in meetings open to the public.

1.8 Status of Previous Plans

This Plan supersedes previous solid waste management plans including the *2013 Benton County Solid Waste and Moderate Risk Waste Management Plan* (2013 Plan). The status of the 2013 Plan recommendations can be found in Appendix D.

1.9 Relationship to Other Plans

This section provides information on how this Plan is related to other state and local documents.

1.9.1 The State Solid and Hazardous Waste Plan – Moving Washington Beyond Waste and Toxics

Ecology released a waste and toxics reduction plan in June 2015. *Moving Washington Beyond Waste and Toxics* focuses on reducing waste and toxics by adopting a sustainable materials management approach, which is also used by the United States Environmental Protection Agency (EPA). This approach looks at the full life cycle of materials from design and manufacturing, through use, to disposal or recycling. The EPA believes a sustainable materials management approach can help identify more sustainable ways to produce products that are less impactful to the environment.

Moving Washington Beyond Waste and Toxics' vision is as follows: "We can transition to a society where waste is viewed as inefficient, and where most wastes and toxic substances have been eliminated. This will contribute to economic, social and environmental vitality." The following four priorities are included in *Moving Washington Beyond Waste and Toxics*:

- Increase our focus on manufacturing and use phases, not just on end-of-life issues;
- Reduce toxic threats in products and industrial processes;
- Increase efficiency of recycling (including organic processing) systems and maximize effectiveness of existing solid and hazardous waste infrastructure; and
- Mitigate climate change through waste reduction, reuse, and recycling.

1.9.2 Benton County Growth Management Comprehensive Plan

The County has been experiencing unprecedented population and economic growth from the Department of Energy and the Hanford site, the construction and operation of nuclear power plants, and food-processing for the agricultural community. RCW 36.70A.040 provides counties with planning requirements as required under the Growth Management

Act. The County, in 2017, adopted the *Benton County Comprehensive Land Use Plan* under this authority and the Planning Commission Act (RCW 35.63), which provides for the procedures to be followed in guiding and regulating the physical development of the County. The *Comprehensive Land Use Plan* guides the growth of unincorporated Benton County (areas outside of the cities). It details policies and goals for zoning and development regulations, and addresses requirements of Washington State's Growth Management Act. It includes specific guidelines for the unincorporated areas of the County as well as for the Urban Growth Areas (UGAs) of the cities of Richland, Kennewick, Prosser, West Richland, and Benton City.

1.9.3 City of Richland Solid Waste Management Plan

In August 2011, the City of Richland chose to adopt their own solid waste management plan to develop their collection system and improve their landfill. The *City of Richland Solid Waste Management Plan* is incorporated by reference into this Plan and is not intended to replace the City's commitment to this Plan and Interlocal Agreement. The *City of Richland Solid Waste Management Plan* can be found at: https://www.ci.richland.wa.us/departments/public-works/management-plans

The City's plan serves as a guide to Richland's solid waste management approach over the planning period of 20 years, with recommendations that include the following:

- Enhance existing waste and recycling programs for commercial customers.
- Conduct curbside collection of food waste by commercial sector.
- Expand Horn Rapids Landfill.
- Expand diversion of C&D materials at Horn Rapids Landfill as markets allow.
- Support diversion of wood waste at transfer station and landfill.
- Encourage and support research and development of alternative energy industries and development of new recycling technologies.
- Promote programs and provide incentives that encourage and support waste reduction, reuse, and recycling.

1.10 Required Plan Elements

This Plan is intended to meet or exceed applicable requirements set by Washington State. RCW 70A.205 establishes requirements for local solid waste management plans. Local plans are required to include the following elements:

- An inventory and description of solid waste handling facilities, including any deficiencies in meeting current needs;
- The projected 20-year needs for solid waste handling facilities;
- A program for the development of solid waste handling facilities that meets applicable laws and regulations, takes into account the comprehensive land use plans of participating jurisdictions, and contains a 6-year construction and capital

acquisition program and a plan for financing both capital costs and operational expenditures;

- A program for surveillance and control (to avoid or mitigate the negative impacts of improper waste handling);
- An inventory and description of solid waste collection operations and needs within each jurisdiction, including state collection certificate holders and municipal operations;
- A comprehensive waste reduction and recycling element;
- An assessment of the Plan's impact on the costs of solid waste collection; and
- A review of potential areas that meet state criteria for land disposal facilities.

RCW 70A.300 establishes the required elements for local hazardous waste management plans identified below:

- A plan or program to manage MRW including an assessment of the quantities, types, generators, and fate of MRW in the jurisdiction;
- A plan or program to provide for ongoing public involvement and education, including the potential hazards to human health and the environment resulting from improper use and disposal of the waste;
- An inventory of existing generators of hazardous waste and facilities managing hazardous waste within the jurisdiction;
- A description of the public involvement process used in developing the plan; and
- A description of the eligible zone designations in accordance with RCW 70A.300.225.

1.11 Regulatory Overview

The statutes and regulations that govern solid waste handling are summarized briefly below.

1.11.1 Solid Waste Handling Standards

A rule governing solid waste facilities and handling practices, Washington Administrative Code (WAC) 173-350, also known as *Solid Waste Handling Standards,* went into effect in 2003. This rule replaced WAC 173-304. WAC 173-350 sets out standards of operation and permitting requirements for solid waste handling facilities for recycling, intermediate handling (i.e., transfer), composting, MRW, and tires (unless exempted by definition or due to beneficial use). The rule regulates landfill disposal of a new category of wastes called "inert" wastes.

WAC 173-350 also places importance on local solid waste management plans (such as this document) by requiring solid waste handling facilities (whether exempt or requiring a permit) to conform to local solid waste plans. WAC 173-350 also states that a facility's exemption for handling only recyclable materials is contingent on meeting the definition of a recyclable material as designated in a local solid waste management plan.

Landfill disposal of solid waste is regulated under a separate rule, WAC 173-351, *Criteria for Municipal Solid Waste Landfills*. This rule was last revised in October 2015.

1.11.2 Hazardous Waste Management Act

In 1982, Ecology adopted rules that combined the state and federal regulation of hazardous wastes. These rules, as amended several times in the ensuing years, are contained in WAC 173-303 and are the main body of regulations for hazardous wastes in this state. In 1983, the State Legislature adopted a hierarchy of hazardous waste management methods in RCW 70A.300. In descending order of priority for management, the hierarchy is waste reduction; waste recycling; physical, chemical, and biological treatment; incineration; solidification/stabilization treatment; and landfill.

Amendments to RCW 70A.300 in 1985 and 1986 defined MRW and required that local governments (counties) develop plans for the proper management of MRW. As stated in RCW 70A.300, the legislature's intent was "to promote cooperation between state and local governments by assigning responsibilities for planning for hazardous waste to the state and planning for MRW to local government." In 1987, the legislature appropriated funds for grants to counties to assist in their planning efforts and clarified the schedule.

The legislature enacted the Used Oil Recycling Act, RCW 70A.205, in 1991. This statute requires local governments to manage used oil in conjunction with their MRW programs and to submit annual reports to Ecology. Local governments were required to adopt used oil recycling amendments to their MRW management plans by July 1, 1993.

New Solid Waste Handling Standards (WAC 173-350) were developed by Ecology and became effective February 10, 2003. These standards address MRW facilities (including construction, record keeping, and reports).

The *Dangerous Waste Regulations* (WAC 173-303) have been amended several times to address new issues and to incorporate new provisions of state and federal regulations.

1.11.3 Relevant Oregon Solid Waste Regulations

Oregon statute (Oregon Revised Statute [ORS] 459.305) requires out-of-state local governments, which export more than 75,000 tons annually into Oregon for landfill disposal, to provide the opportunity to recycle and implement recycling education programs. Specifically, the local government must either achieve a recovery rate equivalent to that achieved in a comparable Oregon county or implement an equivalent recycling program. The disposal site operator is responsible for demonstrating to the Oregon Department of Environmental Quality that the city from which the waste originates has implemented an equivalent recycling program.

An equivalent recycling program requires that each person be notified of the opportunity to recycle and be encouraged to source-separate recyclables through education programs. Additionally, for cities with a population of:

- Less than 4,000, a convenient drop-off recycling location must be provided for source separated recyclables.
- More than 4,000, monthly curbside collection of source-separated recyclables must be provided.

1.12 Summary of Changes in Solid Waste Regulation and Policy Since 2013

Several new rules have been adopted since the previous 2013 Plan was developed. Important new rules and regulations for consideration in Plan development are shown below (not in order of priority).

1.12.1 Mercury-Containing Lights Product Stewardship Program

WAC 173-910 requires establishment of a product stewardship program for mercury-containing lights throughout Washington State. Producers of mercury-containing lights sold for residential use must finance and participate in the product stewardship program by doing the following:

- Fund its producer share cost of the standard plan and program operated by the department-contracted stewardship organization or operate, either individually or jointly, an independent plan and program approved by Ecology.
- Pay administrative and operational costs associated with the standard program or the independent program in which they participate, except for the collection costs associated with curbside and mail-back collection programs. For curbside and mail-back programs, a stewardship organization must finance the costs of transporting and processing mercury-containing lights from the point of accumulation. For collection locations, including household hazardous waste (HHW) facilities, charities, retailers, government recycling sites, or other suitable locations, a stewardship organization must finance the costs of collection, transportation, and processing of mercury-containing lights collected at the collection locations.
- Submit market share data to Ecology to determine market share in the event more than one approved product stewardship plan is operating.
- Meet its financial obligations to the plan, which includes Ecology’s annual fee.
- Comply with producers' requirements.
- Participate in a fully implemented plan.
- Take actions required to correct violations.

The LightRecycle program is set to sunset in 2025 unless action is taken to extend the law, and after July 1, 2026, the program may be terminated or extended.

1.12.2 Revenue-Sharing Agreements

An update to RCW 81.77.185 allows waste collection companies to retain up to 50 percent of the revenue paid to the companies for the material if the companies submit a plan to the Washington Utilities and Transportation Commission (WUTC) that is certified by the appropriate local government authority as being consistent with the local government solid waste plan and that demonstrates how the revenues will be used to increase recycling. The remaining revenue shall be passed to residential customers.

1.12.3 County Comprehensive Solid Waste Management Plan

RCW 70A.205 was updated to indicate that when updating a solid waste management plan after June 10, 2010, each local comprehensive plan must, at a minimum, consider methods that will be used to address the following:

- C&D waste for recycling or reuse;
- Organic material including yard debris, food waste, and food-contaminated paper products for composting or anaerobic digestion;
- Metals, glass, and plastics for recycling; and
- Waste reduction strategies.

1.12.4 Develop and Establish Objectives and Strategies for the Reuse and Recycling of Construction Aggregate and Recycled Concrete Materials

Effective January 1, 2016, RCW 70A.205.700 requires that local governmental entities with a population of 100,000 or more residents must, as part of their contracting process, request and accept bids that include the use of construction aggregate and recycled concrete materials for each transportation, roadway, street, highway, or other transportation infrastructure project. Prior to awarding a contract for a transportation, roadway, street, highway, or other transportation infrastructure project, the local governmental entity must compare the lowest responsible bid proposing to use construction aggregate and recycled concrete materials with the lowest responsible bid not proposing to use construction aggregate and recycled concrete materials, and award the contract to the bidder proposing to use the highest percentage of construction aggregate and recycled concrete materials if that bid is the same as, or less than, the bid from a bidder not proposing to use construction aggregate and recycled concrete materials or proposing to use a lower percentage of construction aggregate and recycled concrete materials.

1.12.5 Quarantine – Agricultural Pests

Effective January 1, 2017, the Washington State Department of Agriculture (WSDA) amended WAC 16-470 by adding MSW, yard debris, organic feedstocks, organic materials, and agricultural wastes to the list of commodities regulated under the apple maggot quarantine. Special permits are required for the following:

- Transportation and disposition of MSW from an area under quarantine for disposal at a solid waste landfill or disposal facility in the apple maggot and plum curculio pest-free area.
- Transportation and disposition of yard debris, organic feedstocks, organic materials, and agricultural wastes from the area under quarantine for disposal at a solid waste landfill or treatment at a composting facility in the apple maggot and plum curculio pest-free area.

Refer to Chapter 6.0 – Organics for additional information regarding how these rules affect solid waste in the County.

1.12.6 Local Solid Waste Financial Assistance

In September 2017, WAC 173-312 was updated to replace the Coordinated Prevention Grant (CPG) program. The purpose of WAC 173-312 is to provide financial assistance for local programs related to hazardous waste planning and implementation, local solid waste planning and implementation, and enforcement of rules and regulations governing solid waste handling. Planning, implementation, and enforcement are designed to prevent, or minimize, environmental contamination resulting from improper management or disposal of waste. WAC 173-312 established a structure for the administration of local solid waste financial assistance.

1.12.7 Secure Drug Take-Back

Washington's Safe Medication Return program, also known as the Drug Take-Back program, was established in 2018 under RCW 69.48. This program will create a unified, statewide, medication return program that will give Washington residents free, convenient, and environmentally responsible options for disposing of unwanted medication. Drug manufacturers will fund the program at no cost to taxpayers. It will be operated by an approved program operator(s). The Health Department will oversee the establishment of the program, monitor ongoing operations, manage enforcement when compliance issues arise, and evaluate program effectiveness.

1.12.8 Sustainable Recycling

House Bill (HB) 1543, Sustainable Recycling, was signed by Governor Inslee on April 29, 2019. This act took effect July 1, 2019. This act creates a Recycling Development Center within Ecology. Ecology will work with the Washington Department of Commerce (Commerce) on recycling market research and development. Ecology and Commerce will appoint an advisory board and enter into an interagency agreement. Ecology will create a State recycling *Contamination Reduction and Outreach Plan* (CROP) by July 1, 2020. Local jurisdictions will need to create their own CROPs or adopt the state CROP by July 1, 2021. Counties with populations of fewer than 25,000 are exempt from this requirement. Local governments may use LSWFA Grants and Waste Reduction and Recycling Education Grants to support CROPs.

1.12.9 Food Waste

HB 1114, now codified as RCW 70A.205.715, established a goal for the state to reduce, by 50 percent, the amount of food waste generated annually by 2030. Ecology is required to establish baseline data and annually track progress toward the statewide food reduction goals and to develop and implement a food waste reduction plan. The Use Food Well Washington Plan was completed in December 2021 and provides local governments with recommendations for best management practices to incorporate into local plans. Additional information on this topic is located in Chapter 6.0 – Organics.

1.12.10 Paint Stewardship

Substitute HB (SHB) 1652 requires producers of architectural paint sold in Washington to participate in an approved paint stewardship plan. This bill prohibits a producer or retailer of paint from selling or offering for sale architectural paint unless the producer or brand of

paint is participating in a stewardship plan. A paint stewardship organization will implement this bill, with Ecology providing oversight.

1.12.11 Product Design Labeling

Engrossed SHB (ESHB) 1569 authorizes the state's attorney general and local governments to pursue false or misleading environmental claims and "greenwashing" for plastic products claiming to be "compostable" or "biodegradable" when in fact they are not. The bill also requires clear and easy-to-understand labeling on compostable products sold for use in Washington.

1.12.12 Plastic Package Stewardship

In 2019, Senate Bill 5397 was authorized, which would create data reports that could lead to legislation (in 2021) to improve the recycling system in Washington by creating a stewardship program paid for by the plastic packaging manufacturers.

1.12.13 Reducing Pollution from Plastic Bags

In 2020, ESHB 5323 was authorized, which prohibits a retail establishment from the following:

- Providing to a customer or a person at an event a single-use plastic carryout bag or a paper carryout bag or reusable carryout bag made of film plastic that does not meet recycled content requirements.
- Using or providing certain polyethylene or other non-compostable plastic bags.

In addition, the bill prohibits a city, town, county, or municipal corporation from implementing a local carryout bag ordinance.

The bill also:

- Authorizes a retail establishment to provide a reusable carryout bag or a recycled content paper carryout bag of any size to a customer at the point of sale.
- Requires a retail establishment to collect a pass-through charge of not less than 8 cents for every recycled content paper carryout bag or reusable carryout bag made of film plastic it provides.

1.12.14 Organics Management Law

In 2022, Washington's Legislature passed HB 1799 requiring diversion of organic materials away from landfill disposal and towards food rescue programs and organics management facilities. Each city or county with a population greater than 25,000 must develop a compost procurement ordinance, and new or updated comprehensive plans and comprehensive solid waste management plans must include identification of possible locations for organic materials management facilities.

This new organics management law requires state and local governments, businesses, and other organizations to reduce the amount of organic materials disposed of in landfills and increase the demand for processed organic materials such as compost. The legislation also calls for an increase in edible food recovery and amends many laws affecting organics management.

By January 1, 2023, cities and counties must adopt compost procurement ordinances. This section applies to a city or county with a population greater than 25,000 as measured by Washington's Office of Financial Management, and to each city or county in which organic material collection services are provided under RCW 70A.205.

Beginning December 31, 2024, jurisdictions must report to Ecology the total tons of organic matter they diverted from the landfill, including the amount of compost purchased from specific sources.

After July 1, 2024, new and updated local comprehensive solid waste management plans must address the new requirement to provide organic materials collection and management to residential and nonresidential customers. This includes identifying priority areas to locate new organic management facilities.

Additional information can be found in Chapter 6.0 – Organics.

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CHAPTER 2.0 WASTE STREAM

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2.0 Waste Stream

This chapter provides information on population, waste generation, and future waste quantities.

2.1 Introduction

The data in this chapter is used in various ways in this Plan, such as assessing the need for or determining the impact of a proposed new program.

2.2 Waste Stream and Population Projections

This section presents information regarding past, present, and future projections as they relate to waste generated in the County.

2.2.1 Population and Waste Generation Rates

2.2.1.1 POPULATION

Current population levels and future population growth are important factors to consider for solid waste management plans. People create solid waste and, in general, the more people there are (now and in the future), the more waste is created.

Table 2-1 provides past, current, and future estimates of the County population. The table uses population figures produced by the Washington State Office of Financial Management (OFM), which are based on U.S. Census 2010 results and adjustments made through 2021. For future population projections, the OFM produces three different sets of forecasts for population growth: a low, a medium, and a high series. The medium series figures are used in this Plan.

Table 2-1. Benton County Population Estimates

Area	2010[1]	2021[1]	2025[2]	2030[2]	2040[2]	2045[2]
Benton County, Total	175,177	209,400	215,740	228,162	250,524	259,113
Unincorporated Areas	30,752	36,760	37,873	40,054	43,980	45,488
Incorporated Areas	144,425	172,640	177,867	188,108	206,544	213,625
Cities						
Benton City	2,928	3,500	3,606	3,814	4,187	4,332
Kennewick	70,790	84,620	87,182	92,202	101,238	104,709
Prosser	5,129	6,130	6,316	6,679	7,334	7,585
Richland	51,298	61,320	63,176	66,814	73,363	75,877
West Richland	14,280	17,070	17,587	18,599	20,422	21,122

[1]Data for these years are from the Office of Financial Management's "April 1, 2021 Population of Cities, Towns, and Counties, 2010-2021," http://www.ofm.wa.gov/pop/april1/default.asp. (OFM 2021).

[2]Total population data for the years 2025 through 2045 is from the OFM's "Projections of the Total Resident Population for the Growth Management Act (GMA), Medium Series: 2010 to 2045 by five year intervals," https://www.ofm.wa.gov/washington-data-research/population-demographics/population-forecasts-and-projections/growth-management-act-county-projections. Population figures by area and city for the years 2025 through 2040 assume the same breakdown as for 2021.

According to the OFM April 2021 Population Changes and Rank Report, the County is the tenth most populated county in Washington State and incurred an 18.1 percent growth in population from April 2010 to April 2021.

2.2.1.2 WASTE GENERATION RATES

Washington State defines solid waste as:

> *All putrescible and non-putrescible solid and semisolid wastes including, but not limited to, garbage, rubbish, ashes, industrial wastes, swill, sewage sludge, demolition and construction wastes, abandoned vehicles or parts thereof, contaminated soils and contaminated dredged material, and recyclable materials* (WAC 173-350-100).

This Plan focuses primarily on MSW, consisting of those wastes generated by residential and commercial sources that are meant to be handled by the County's solid waste disposal system. Wastes generated by industrial and agricultural sources are generally included to the extent that these are similar to what is disposed of through the County's system, and they do not require special handling. Special wastes handled separately by these sources are addressed only briefly in this Plan.

Table 2-2 shows the 2018 solid waste disposed of in the County or taken to other facilities. The table also presents the amount of materials recycled or diverted through various drop-off and collection programs in the County as well as the amounts of C&D debris and other special wastes disposed of in the County or taken to other facilities in 2018. These materials are accounted for in developing a waste generation rate because tonnages may shift from one facility to another in the future due to new programs, changes in rates, or other factors.

Table 2-2. Current Waste Generation Rate (2018)

Facility and Waste Stream	Annual Amount
MSW Disposed Tonnage at Columbia Ridge Landfill	96,794
MSW Disposed Tonnage at Horn Rapids Landfill	59,855
MSW Disposed Tonnage at Finley Buttes	49,572
Materials tonnage to Other Landfills/Facilities	4,640
Total MSW Tonnage Disposed	**210,861**
Recycling Tonnages	115,455
Additional Diverted Materials Tonnages	7,405
Total Materials Tonnage Recycled/Diverted	**122,860**
Grand Total Tonnage, All Solid Waste	**333,721**
Population (2018 Estimate)[1]	197,410
Waste Generation Rate, per person per year	3,381 pounds
Waste Generation Rate, per person per day	9.26 pounds

Notes: MSW and Recycling tonnages are 2018 figures from Ecology records.
[1] 2018 Population estimate from OFM GMA Projections – Medium Series.

In Table 2-3, waste quantities have been projected using the most current (2018) available per capita generation rate multiplied by population forecasts for the County. The current generation rate was calculated by combining the tons disposed of in 2018 with the tons recycled, diverted, or sent to special landfills in 2018 and then dividing by the population in 2018. By applying the current per capita rate to future years, the projected figures for 2025 through 2045 assume no change in waste generation or disposal practices or in percentage of material recycled and reduced. This approach also assumes no change in the amount of waste migrating to out-of-county facilities and other factors (such as the ratio of annual tourists and migrant workers to the general county population).

Table 2-3. Projected Waste Quantities

Year	Total Population[1]	Waste Generated TPY[2]	Waste Generation Rate	Amount Recycled TPY[3]	Amount Diverted TPY[3]	MSW Disposed TPY[3]
Actual Amounts						
2018	197,410	333,721	9.26	115,455 (35%)	7,405 (2%)	210,861 (63%)
Projected Amounts						
2025	215,740	364,708	9.26	127,648	7,294	229,766
2030	228,162	385,707	9.26	134,998	7,714	242,995
2040	250,524	423,510	9.26	148,229	8,470	266,811
2045	259,113	438,030	9.26	153,311	8,761	275,958

[1] Figures, except the year, population and generation rate, are shown as tons per year (TPY). The waste generation rate is shown as pounds per person per day. Population figures are from Table 1-1.

[2] Projected waste generation figures for 2020 through 2045 are based on the estimated waste generation rate for 2018 (9.26 pounds per person per day) and population forecasts.

[3] The projected amounts of recycling, other diversion, disposed MSW, and other wastes assume the same percentage of the total waste generated as in Table 2-2.

Additional information on quantities of MSW handled through County facilities can be found in Chapter 3.0 – Solid Waste Collection and Chapter 4.0 – Waste Transfer and Disposal.

2.2.2 Recycling Data

The most recent recycling survey conducted by Ecology suggests that 37 percent of the County's MSW was recycled, diverted or composted (see Table 2-4). This figure is generally called a *recycling* rate, although it sometimes includes composting and some reuse as well. For comparison purposes, Ecology reports that the state recycling rate for the same time period is 49 percent.

Ecology also defines a diversion rate, which includes several additional materials shown in Table 2-4 that are not included in the stricter recycling rate. These diverted materials include specific materials such as agricultural organics and tires, which are still being put to a beneficial use but do not count as recycling as defined by Washington State. Diverted materials also include special wastes sent to other facilities. Including these

other wastes equates to an overall diversion rate of 37 percent of the total tons generated.

Table 2-4. Recycled and Diverted Materials (2018)

Materials	Annual Tons	% of Total Tons of MSW Disposed	% of Total Tons Generated
Recycled Materials			
Asphalt & Concrete	42,085	20%	13%
Land-clearing Debris	13	<1%	<1%
Aluminum Cans	215	<1%	<1%
Appliances/White Goods	2,001	<1%	<1%
Other Ferrous Metals	14,977	7%	5%
Other Nonferrous Metal	8,576	4%	3%
Steel Cans	77	<1%	<1%
Antifreeze	82	<1%	<1%
Auto Lead Acid Batteries	1,169	<1%	<1%
Electronics	155	<1%	<1%
Household Batteries	2	<1%	<1%
Light Bulbs	23	<1%	<1%
Oil Filters	64	<1%	<1%
Other Batteries	44	<1%	<1%
Used Motor Oil	1,622	<1%	<1%
Food Processing Waste	2,306	<1%	<1%
Meats, Fats & Oils	791	<1%	<1%
Other Organics	6,804	3%	2%
Yard Debris	18,334	9%	6%
Miscellaneous	11	<1%	<1%
Textiles	32	<1%	<1%
Tires	398	<1%	<1%
Cardboard	13,035	6%	4%
High Grade Paper	501	<1%	<1%
Mixed Paper	863	<1%	<1%
Newspaper	897	<1%	<1%
HDPE Plastics	108	<1%	<1%
LDPE Plastics	72	<1%	<1%
PET Plastics	145	<1%	<1%
Other Recyclable Plastics	53	<1%	<1%
Tons Recycled/Composted	**115,455**	**-**	**-**
Recovered/Diverted Materials			
Tires (Energy Recovery, Baled, and Reuse)	52	-	-
Other Organics Land Applied (Reuse)	7,353	-	-
Tons Diverted	**7,405**	**-**	**-**
Tons Diverted or Recycled/Composted	122,860	-	-
Tons Disposed	210,861	-	-
Total Tons Generated	333,721	-	-
Overall Diversion Rate	37%	-	-

Notes: Data for recycled and diverted materials, and for the amount of "other wastes," is from the 2018 annual survey conducted by Ecology. HDPE = high-density polyethylene; LDPE = low-density polyethylene; PET = polyethylene terephthalate

2.2.3 Composition of Disposed Municipal Solid Waste

In 2015–2016, Washington conducted a waste composition study for the entire state. In 2021, they conducted another waste composition study; however, due to the impact of COVID-19 on the data gathered, the 2015–2016 report is utilized for the purpose of this Plan. Figure 2-1 presents an overview of the 2015–2016 Central Washington Region State Waste Composition Study by material type disposed of and percentage of the waste stream.

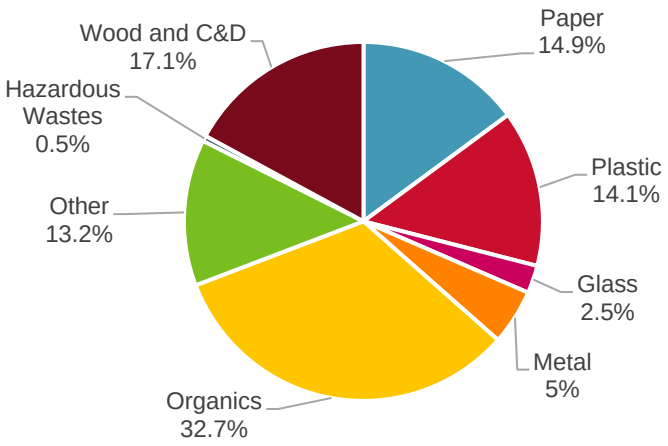

Figure 2-1. 2015–2016 Central Washington Region Waste Composition Study

Waste composition can be expected to change in the future due to changes in consumption patterns, packaging, disposal habits, tourism, and other factors. These changes are difficult to predict in the long term. Furthermore, implementation of this Plan may affect waste composition in the County by changing purchasing and disposal habits. Utilizing the compositional analysis derived from 2015–2016 Central Washington Region Waste Composition Study, Table 2-5 illustrates the composition of the total measured County 2018 waste stream.

Table 2-5. Benton County Waste Stream Composition (2018)

Materials	Waste Stream	
	Percent by Weight	Tons of Material
Paper	**14.9%**	**31,418**
Cardboard	3.9%	8,224
Newspaper	0.6%	1,265
Mixed Paper	2.9%	6,115
Compostable Paper	3.4%	7,169
Non-Recoverable Paper	1.4%	2,952
Magazines	0.3%	633
Other Groundwood Paper	0.4%	843
High-Grade Paper	2.0%	4,217

Table 2-5. Benton County Waste Stream Composition (2018)		
Materials	**Waste Stream**	
	Percent by Weight	**Tons of Material**
Plastic	**14.1%**	**29,731**
Polyethylene Terephthalate (PET)	2.5%	5,272
High-Density Polyethylene (HDPE) Bottles/Jars/Tubs	1.5%	3,163
Other Plastic	2.4%	5,061
Recyclable Film	4.0%	8,434
Plastic Bags	1.5%	3,163
Bulky Rigid Plastic Products	1.1%	2,319
Expanded Polystyrene	0.7%	1,476
PP Plastic	0.4%	843
Glass	**2.5%**	**5,272**
Clear Containers	1.2%	2,531
Brown Containers	0.6%	1,265
Green Containers	0.4%	843
Other Glass	0.3%	633
Metals	**5.0%**	**10,543**
Aluminum Cans	0.5%	1,054
Aluminum Foil/Containers	0.1%	211
Other Metal	0.2%	422
Tin Cans	0.8%	1,687
Other Ferrous Metal	2.0%	4,217
Other Non-Ferrous Metal	0.1%	211
Non-Recyclable Metal	1.3%	2,741
Organics	**32.7%**	**68,952**
Food Waste	19.7%	41,540
Yard Debris	10.9%	22,984
Animal Manure	1.7%	3,585
Other Organics	0.4%	843
Other Materials	**13.2%**	**27,834**
Electronics	0.8%	1,687
Textiles	3.0%	6,326
Furniture	2.0%	4,217
Tires & Rubber	1.0%	2,108
Disposable Diapers	3.2%	6,748
Residues (Ash, Dust, Fines, Sludge)	3.2%	6,748
Hazardous Waste	**0.5%**	**1,054**
Paint/Primer/Sealer/Solvent	0.1%	211
Other Hazardous/Special Wastes	0.4%	843
Construction Materials	**17.1%**	**36,057**
Painted Wood	2.1%	4,428
Dimensional Lumber	2.8%	5,904
Other Wood	5.2%	10,965

Table 2-5. Benton County Waste Stream Composition (2018)		
Materials	**Waste Stream**	
	Percent by Weight	**Tons of Material**
Insulation/Concrete/Drywall/Carpet	3.9%	8,223
Ceramics/Brick/Soil/Rocks/Sand	0.8%	1,687
Other Construction Materials	2.3%	4,850
Total 2018 Tons Disposed (in tons)		**210,861**

CHAPTER 3.0 SOLID WASTE COLLECTION

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3.0 Solid Waste Collection

3.1 Introduction

This chapter discusses existing MSW collection services in the County and the participating cities and towns, identifies relevant planning issues, and develops and evaluates alternative collection strategies.

3.2 Background

This section provides information regarding legal authority as well as information on incorporated and unincorporated areas within the County.

3.2.1 Legal Authority

Ecology, WUTC, the County, cities, and towns share the legal authority for solid waste collection within Benton County.

RCW 70A.205 assigns primary responsibility for solid waste handling (management) to local government. Private industry's role in waste management is reflected in the legislative language: "It is the intent of the legislature that local governments are encouraged to use the expertise of private industry and to contract with the same to the fullest extent possible to carry out solid waste recovery and recycling programs" (RCW 70A.205).

For information regarding establishment of collection and disposal districts as allowed by RCW 36.58A, refer to Chapter 10.0 – Administration, Financing, and Enforcement.

Refer to Chapter 7.0 – Miscellaneous Wastes, Section 7.9 Construction and Demolition Debris for information regarding the "Sham Recycling Bill" and the Recyclable Materials Transporter and Facility Requirements (WAC 173-345).

3.2.2 Incorporated Areas

Cities and towns have three alternatives for collecting solid waste within their boundaries:

1. Municipal collection: Municipal employees collect waste.
2. Contract collection: The municipality conducts a competitive procurement process and selects a private company to provide collection services.
3. Permitted solid waste carriers: If a city does not wish to be involved in managing garbage collection within its boundaries, a WUTC certified hauler for the area can provide those services. The city may pass an ordinance requiring that certain services be provided. A city may also require a permitted hauler to secure a license from the city. Benton City, Kennewick, Prosser, and West Richland contract for collection within their municipality limits. The City of Richland provides municipal collection, both residential and commercial, within its city limits. Section 3.3.1 provides additional information regarding solid waste collection.

3.2.3 Unincorporated Areas

Waste collection companies are included as a regulated transportation industry. As such, the WUTC grants exclusive rights to specific haulers, referred to as “Solid Waste Carriers,” in unincorporated areas. RCW 81.77.030 allows the WUTC to supervise and regulate waste collection companies by:

- Fixing and altering its rates, charges, classifications, rules, and regulations;
- Regulating the accounts, service, and safety of operations;
- Requiring the filing of annual and other reports and data;
- Supervising and regulating such persons or companies in all other matters affecting the relationship between them and the public they serve;
- Requiring compliance with local solid waste management plans and related implementation ordinances; and
- Requiring that certificate holders under RCW 81.77 use rate structures and billing systems consistent with the solid waste management priorities set forth under RCW 70A.205 and the minimum levels of solid waste collection and recycling services pursuant to local comprehensive solid waste management plans.

WAC 480-70 implements RCW 81.77 by establishing standards for public safety; fair practices; just and reasonable charges; nondiscriminatory application of rates; adequate and dependable service; consumer protection; and compliance with statutes, rules, and commission orders.

At the time of this writing, four companies hold solid waste authority, granted by the WUTC, to operate in Benton County:

1. Ed’s Disposal, Inc. (G-110) – P.O. Box 3850, Pasco, WA 99308
2. Basin Disposal, Inc. (BDI) (G-118) - P.O. Box 3850, Pasco, WA 99308
3. Waste Connections of Oregon, Inc., dba Sanitary Disposal (G-00173) – 12115 NE 99th Street, Suite 1830, Vancouver, WA 98682
4. Waste Management of Washington, Inc. (WM), dba Waste Management of Kennewick (G-237) – 720 4th Avenue, Suite 400, Kirkland, WA 98033

Figure 3-1 shows WUTC solid waste collection areas.

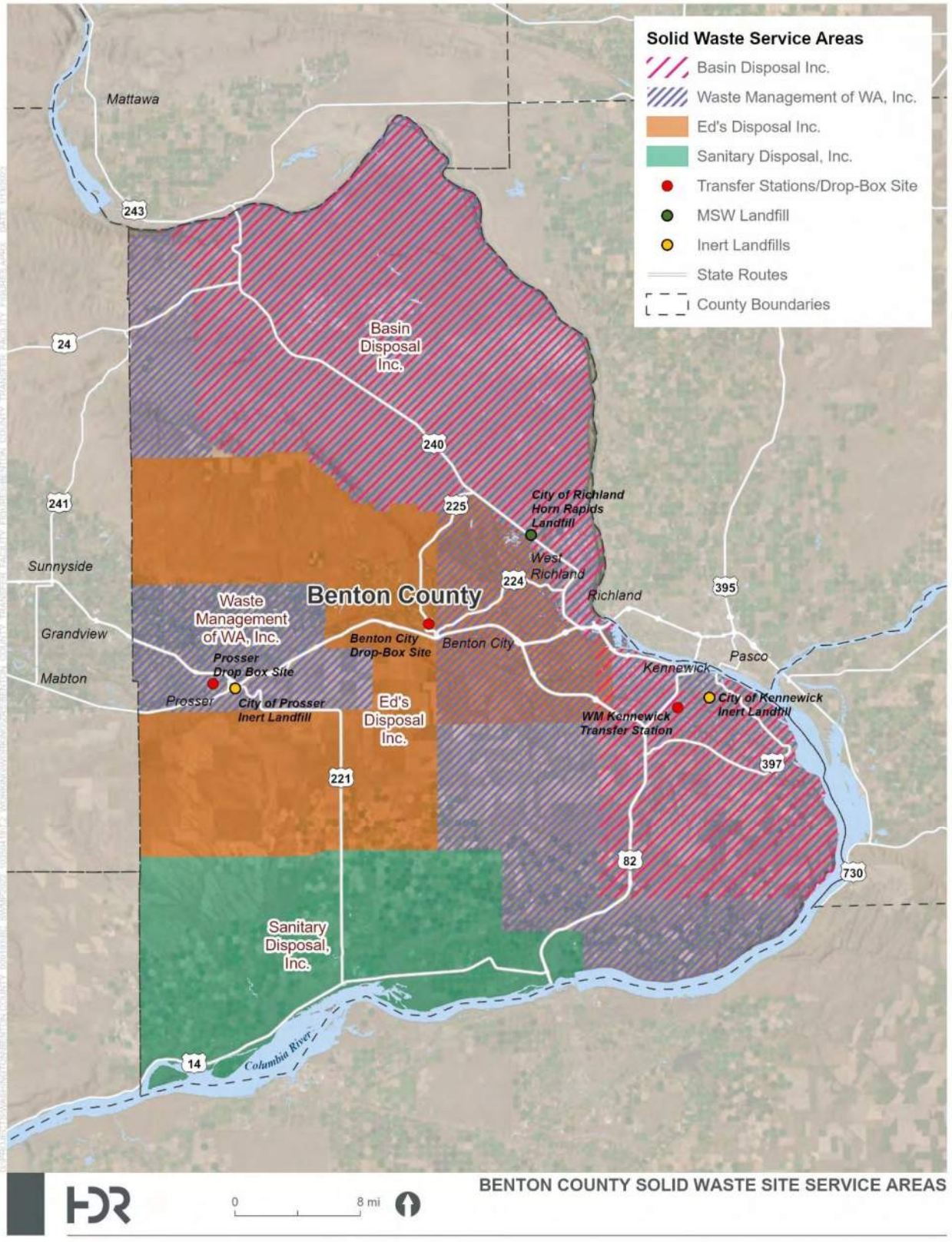

Figure 3-1. WUTC Solid Waste Certificated Collection Areas

3.3 Existing Conditions

Residential curbside waste collection is not mandatory in the unincorporated areas of Benton County, but it is mandatory within city and town limits. MSW collected curbside by Ed's Disposal, Inc., and BDI is transported to the BDI transfer station, then long-hauled to the Finley Buttes Landfill. Morrow County, Oregon, for disposal.

MSW collected by Sanitary Disposal, Inc. is transported to their Hermiston, Oregon, transfer station, then long-hauled to the Finley Buttes Landfill for disposal.

Curbside MSW collected by WM is transported to the WM transfer station in Kennewick, compacted and hauled to the Columbia Ridge Landfill, Arlington, Oregon for disposal.

The City of Richland's Solid Waste Division provides residential, commercial, and roll-off box collection services, which are directly disposed at the City-owned and operated Horn Rapids Landfill.

Additional information regarding waste transfer and disposal can be found in Chapter 4.0 – Waste Transfer and Disposal. More detailed information about the haulers' service areas can be found at the WUTC's website:

https://www.utc.wa.gov/regulated-industries/transportation/regulated-transportation-industries/solid-waste-carriers/solid-waste-service-maps-county

3.3.1 Waste Collection Programs

Table 3-1 lists the style of residential garbage collection, the approximate number of customers served, and the rates per household per month in Benton County.

Table 3-1. Solid Waste Collection Data (December 2022)

Municipality	Population 2021[1]	Residential Garbage Cart Size (gallons)	Collection Entity	Mandatory Service	Rate per Household per Month[2]
Benton City	3,500	64 and 96	Ed's Disposal	Yes	$19.01 and $24.08
Kennewick	84,620	35 and 96	WM	Yes	$15.66 and $19.04
Prosser	6,130	64 and 96	BDI	Yes	$19.10 and $24.22
Richland	61,320	96	City of Richland	Yes	$17.50
West Richland	17,070	64 and 96	Ed's Disposal	Yes	$19.01 and $24.08
Unincorporated	36,760	64 and 96	Ed's Disposal	No	$19.01 and $24.08
		64 and 96	BDI	No	$19.10 and $24.22
		35, 64, and 96	WM	No	$11.30, $14.90, and $18.60

[1] Population information from Chapter 2.0 – Waste Stream, Table 2-1 Benton County Population Estimates.

[2] Rate per household data provided by WM, BDI, Ed's Disposal, and City of Richland Solid Waste Department as of December 2022.

3.3.1.1 BULKY WASTE COLLECTION SERVICE

Bulky waste collection is available on call and county-wide through each waste collection program for a fee.

3.3.1.2 COMMERCIAL COLLECTION SERVICE

Commercial garbage collection is mandatory in the City of Richland as outlined in Richland Municipal Code 15.01.040. Commercial garbage collection in non-mandatory in all other jurisdictions and the unincorporated areas of Benton County. Style and frequency of service as well as rates charged vary by commercial customer.

3.4 Status of Previous Recommendations

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

3.5 Alternatives and Evaluations

Existing service gaps and other issues connected to the solid waste collection component of solid waste management are discussed below.

3.5.1 Alternatives

3.5.1.1 SOLID WASTE COLLECTION

Curbside MSW collection programs appear to be operating satisfactorily in both the incorporated and unincorporated areas of the County.

3.5.1.2 CURBSIDE RECYCLING

Currently, the Cities of Kennewick and Richland provide residential recyclable collection. The collection and recycling relationship is addressed in greater detail in Chapter 5.0 – Waste Reduction, Recycling, and Education and Outreach, which includes collection system alternatives to be considered to encourage responsible recycling.

3.5.1.3 COLLECTION CONTRACT COMPLIANCE WITH THE PLAN

To ensure that the cities' collection contracts in the County comply with the Plan, cities could implement a contract review process. The County would provide a checklist of items to be reviewed by each city's contract administrators to verify the collection contracts comply with the Plan. The review process could occur at the time of renewals and/or procurement.

3.6 Recommended Actions

The following recommendations are made for solid waste collection programs:

SWC1) Encourage the use of carted curbside collection services, when possible, and ensure that collection services are available to all residents.

SWC2) Review collection contracts to confirm compliance with the Plan.

SWC3) Coordinate residential and commercial curbside collection programs with recycling program recommendations as implemented.

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CHAPTER 4.0 WASTE TRANSFER AND DISPOSAL

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4.0 Waste Transfer and Disposal

4.1 Introduction

This chapter discusses existing transfer facilities and disposal programs, identifies relevant planning issues, and develops alternative strategies for transfer and disposal of solid waste.

4.2 Background

This section provides an overview of Benton County's waste disposal system, which is regulated by RCW 70A.205 Solid Waste Management, WAC 173-350 Solid Waste Handling Standards, and WAC 173-351 Criteria for Municipal Solid Waste Landfills.

4.2.1 State Legislation and Regulations

Ecology regulates design and operation of transfer stations and drop boxes under WAC 173-350, Solid Waste Handling Standards. Counties may site and operate transfer facilities or may contract this service to a provider. Transfer stations are required to obtain a solid waste permit from the jurisdictional health district. There is currently one privately owned and operated transfer station and two drop-box sites located in the County. Information on these transfer stations can be found in Section 4.3.1, Transfer Stations and Drop-Box Sites.

In addition, WAC 173-350, Solid Waste Handling Standards, regulates design and operation of inert landfills. These landfill facilities are required to obtain a solid waste permit from the jurisdictional health district. There are currently two publicly owned and operated inert waste landfills operating in the County. Additional information on these inert waste landfills is in Section 4.3.2, Landfills.

In Washington State, landfill design and operations are regulated under WAC 173-351; the County currently has one operating MSW landfill, the Horn Rapids Landfill, which is owned and operated by the City of Richland. Information on the Horn Rapids Landfill is in Section 4.3.2, Landfills.

4.3 Existing Conditions

Figure 4-1 shows the locations of the transfer stations and landfills in the County.

Figure 4-1. Benton County Solid Waste Facilities

4.3.1 Transfer Stations and Drop-Box Sites

There is currently one operating transfer stations and two drop-box sites located in Benton County:

- WM Kennewick Transfer Station located at 2627 S Ely Street, Kennewick, Washington (see Figure 4-2)
- BDI Drop-Box Site located at 1605 Sherman Avenue, Prosser, Washington
- BDI, Drop-Box Site located at 7th Street and Dinah Lane, Benton City, Washington

Figure 4-2. WM Kennewick Transfer Station

Waste collected in Benton County is also transported to two transfer stations located outside Benton County:

- BDI Transfer Station located at 1721 Dietrich Road in Pasco, Washington
- Sanitary Disposal, Inc., Transfer Station located at 81144 North Highway 396, Hermiston, Oregon

County residents may also self-haul their waste directly to a transfer station or drop-box site. Table 4-1 provides tipping fees charged for each transfer station facility.

Table 4-1. Transfer Station Tipping Fees (2022)

Material Charge Type	Fee
WM Kennewick Transfer Station	
Minimum Charge	$48.92 (up to 500 lbs.; $6.40 per 100 lbs. after that)
Passenger Tires (off rim) Passenger Tires (on rim)	$23.98 (first tire), $7.32 (each additional) $31.31 (first tire), $14.65 (each additional)
Compressor Units	$104.58 each (e.g., refrigerator, air conditioner, freezer)
Motor Oil Cooking Oil	No Charge No Charge
Sharps Disposal Scrap Metal	No Charge No Charge
Household Recyclables	No Charge
BDI Prosser Drop-Box Site	
Minimum Charge	$10.00 ($18.00 disposal fee per yard)
Refrigerator/Freezer	$63.97 each
Passenger Tires (off rim) Passenger Tires (on rim)	$5.34 $9.92
Truck Tires (off rim) Truck Tires (on rim)	$6.87 $11.45

Table 4-1. Transfer Station Tipping Fees (2022)	
Material Charge Type	**Fee**
BDI Benton City Drop-Box Site	
Minimum Charge	$10.00 ($18.00 disposal fee per yard)
Passenger Tires (off rim)	$6.50
Truck Tires (off rim)	$7.50
BDI Pasco Transfer Station	
Minimum Charge	$17.00 ($80.00 disposal fee per yard)
Appliances	$12.02 each
Freon Appliances	$65 each
Passenger Tires (off rim) Passenger Tires (on rim)	$4.00 $7.00
Truck Tires (off rim) Truck Tires (on rim)	$5.00 $8.00
Semi Tires (off rim) Semi Tires (on rim)	$12.00 $15.00
Animals (0–500 pounds) Animals (500–750 pounds) Animals (750–1,200 pounds) Animals (>1,200 pounds)	$20.00 $60.00 $100.00 $140.00
Sanitary Disposal, Inc. Hermiston Transfer Station	
Minimum Charge	$5.60 ($61.60 per ton)
Refrigerator/Freezer	$10.00 plus weight fee of $61.60 per ton
Passenger Tires (off rim) Passenger Tires (on rim)	$1.50 plus weight fee of $61.60 per ton $5.00 plus weight fee of $61.60 per ton
Truck Tires (off rim) Truck Tires (on rim)	$7.00 plus weight fee of $61.60 per ton $12.00 plus weight fee of $61.60 per ton

4.3.2 Landfills

4.3.2.1 HORN RAPIDS LANDFILL

The City of Richland Horn Rapids Landfill is located at 3102 Twin Bridges Road, Richland, Washington (see Figure 4-3). The landfill was permitted and began receiving waste in 1974 within a 46-acre disposal area. The original permitted disposal area was filled and completed in 2020. Closure and post-closure work on this landfill is ongoing. The City permitted and opened a new disposal area in 2019. The new disposal area meets all current state and federal design

Figure 4-3. City of Richland Horn Rapids Landfill

standards and is approximately 150 acres in size. Also on the 3102 Twin Bridges, site the City has permitted and operates a 15-acre composting facility and a 14-acre customer transfer station. In 2023, the City and its private industry partners will open a renewal natural gas plant at the landfill.

4.3.2.2 CITY OF PROSSER INERT LANDFILL

The City of Prosser 7.4-acre inert landfill has been in operation since 1990 and is located off Dump Road, Prosser, Washington. This landfill is not open to the general public and is used only by the City of Prosser Public Works Department. The site accepts street sweepings, dirt and rocks generated from City projects, and broken concrete/asphalt. Operation is permitted and regulated by the Health District.

4.3.2.3 CITY OF KENNEWICK INERT LANDFILL

The City of Kennewick inert landfill is utilized for the diversion of street sweepings, dirt and rock deemed clean enough to be landfilled, and waste collected from the storm water system. This landfill is not open to the general public. The testing, handling, and disposal requirements for this facility are found in their permit and operations plan. Operation is permitted and regulated by the Health District.

4.4 Waste Import and Export

4.4.1 Waste Import

“Waste import” refers to transfer of waste into Benton County from other areas. Some waste entering the County comes from neighboring Franklin County residents bringing materials to the Horn Rapids Landfill in Richland. This is assumed to be a very small amount of waste and is not tracked independently of regular residential waste brought to the landfill. Periodically, Yakima County residents may use the Prosser Transfer Station Facility, particularly during Prosser Cleanup Days. Due to the WSDA quarantine for Japanese Beetle in the southeastern portion of Yakima County and the southwestern portion of Benton County, yard debris from these areas is not accepted.

4.4.2 Waste Export

“Waste export” refers to the transfer of waste from Benton County to a landfill or transfer station located outside the area. Waste Management of Kennewick; Ed’s Disposal, Inc.; BDI of Pasco; and Sanitary Disposal, Inc., of Hermiston provide for the collection of solid waste and the export of waste out of the County for disposal. Information on this service is provided below.

4.4.2.1 WASTE MANAGEMENT

Currently, WM is under contract with the City of Kennewick, and under a WUTC franchise certificate for portions of unincorporated Benton County, for the collection and disposal of solid waste. Waste collected by WM is transported to its transfer station in Kennewick, compacted into containers, and transported to the WM Columbia Ridge Landfill in Arlington, Oregon.

4.4.2.2 ED'S DISPOSAL, INC.

Ed's Disposal, Inc., of Pasco collects waste from unincorporated areas of Benton County and the cities of West Richland and Benton City. The waste is brought to the BDI Transfer Station in Pasco and hauled to the Waste Connections' Finley Buttes Landfill in Morrow County, Oregon, for final disposal.

4.4.2.3 BASIN DISPOSAL, INC.

BDI of Pasco collects waste in unincorporated areas of Benton County and the City of Prosser. Waste collected by BDI is brought to the BDI transfer station in Pasco and is long-hauled to the Waste Connections' Finley Buttes Landfill facility for final disposal.

4.4.2.4 SANITARY DISPOSAL, INC.

Sanitary Disposal, Inc., collects waste from unincorporated areas in the southern portion of Benton County. Waste collected in this section of the County is transported to Sanitary Disposal's transfer station in Umatilla County, Oregon, near City of Hermiston and is then long-hauled to the Waste Connections' Finley Buttes Regional Landfill in Morrow County, Oregon.

Additional information on waste collection can be found in Chapter 3.0 – Solid Waste Collection.

Currently, all landfills utilized for waste disposal have sufficient capacity to dispose of waste collected in Benton County during this planning period.

As discussed previously, in order for a Washington municipality of 4,000 or more people to import waste into Oregon, or for a city to export more than 75,000 tons of waste per year into Oregon, the municipality must have a certified recycling program according to Oregon law. See Chapter 5.0 – Waste Reduction, Recycling, and Education and Outreach for more information about recycling in Benton County and compliance with Oregon law.

4.5 Status of Previous Recommendations

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

4.6 Alternatives and Evaluations

No existing service gaps and other issues connected to the waste transfer and disposal component of solid waste management in Benton County were identified. Additional detail is provided for the transfer and disposal facilities below.

4.6.1 Transfer Station and Drop-Box Facilities

The projected Benton County population in 2040 is 250,524 people. Using a calculated waste generation rate of 9.26 pounds per person per day, estimated waste generation in Benton County in 2040 will be approximately 1,052 tons per day. The existing transfer station and drop-box facilities utilized for Benton County waste transfer have sufficient capacity to accommodate the tonnages received. Implementation of additional waste reduction and recycling strategies could assist in maintaining transfer capacity to handle

waste over this planning period. Additional information on waste reduction and recycling strategies can be found in Chapter 5.0 – Waste Reduction, Recycling, and Education and Outreach.

4.6.2 Landfill Facilities

The MSW and inert landfill facilities currently utilized for disposal of Benton County waste have sufficient capacity to handle the current and projected waste streams. Due to the costs of siting, permitting, constructing, and operating a new MSW landfill in Benton County, waste should continue to be disposed of as recommended during this planning period.

4.7 Recommended Actions

The following recommendations are being made for waste transfer and disposal:

WTD1) The County should monitor population growth and tonnage projections to ensure that capacity for waste transfer and disposal continues to be adequate for the waste handling and disposal needs of County residents.

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CHAPTER 5.0 WASTE REDUCTION, RECYCLING, AND EDUCATION AND OUTREACH

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5.0 Waste Reduction, Recycling, and Education and Outreach

This chapter discusses existing waste reduction, reuse, and recycling programs, and the Contamination Reduction and Outreach Plan (CROP) and identifies relevant planning issues to meet local and state goals and develops and evaluates alternative strategies.

5.1 Background

This section provides information on the regulations and authorities that govern waste reduction, recycling, organics, and climate change programs and issues.

5.1.1 Waste Reduction and Recycling

Chapter 5.0 provides an update of Benton County's methods to divert waste away from landfill disposal and to comply with Washington State requirements and the EPA Waste Hierarchy in Figure 5-1 regarding waste reduction and recycling opportunities and programs. The state's requirements are based on the "Waste Not Washington Act" (ESHB 1671), which declared that waste reduction and recycling must become a fundamental strategy for solid waste management in Washington State. This law is reflected in various sections of the Revised Code of Washington and Washington Administrative Code. RCW 70A.205 includes the following goals (among others) and requires that solid waste management plans demonstrate how these goals will be met:

Figure 5-1. EPA Waste Hierarchy

- Washington State is to achieve a statewide recycling rate of 50 percent. Ecology conducts waste composition studies and recycling surveys on an annual basis to track achievement of waste reduction and recycling goals. Ecology currently emphasizes waste generation as its primary measurement as this is a more accurate way to assess if Washington residents and businesses are truly reducing waste.
- Source separation of waste (at a minimum, separation into recyclable and non-recyclable fractions) must be a fundamental strategy of solid waste management.
- Steps should be taken to make recycling at least as affordable and convenient to the ratepayer as disposal of mixed solid waste.

Other applicable state requirements are as follows:

- Establish programs for the collection of source-separated materials from residences in urban and rural areas. In rural areas, these programs shall include, but not be limited to, drop-off boxes, buy-back centers, or a combination of both, at each solid waste transfer, processing, or disposal site, or at locations convenient to the residents. The drop-off boxes and buy-back centers may be owned or operated by the public, a nonprofit, or a private company or person.
- Establish programs to educate and promote concepts of waste reduction and recycling.
- Develop clear criteria for designating areas as urban or rural for the purpose of providing solid waste and recycling services (RCW 70A.205.050).
- Monitor the collection of source-separated waste from non-residential sources when there is sufficient density to economically sustain a commercial collection program. Planning guidelines can include criteria such as anticipated recovery rates and levels of public participation, availability of environmentally sound disposal capacity, access to markets for recyclable materials, unreasonable cost impacts on the ratepayer, utilization of environmentally sound waste reduction and recycling technologies, and other factors as appropriate (RCW 70A.205.045).

RCW 70A.205.050 also requires that counties develop clear criteria for designating areas as urban or rural for the purpose of providing solid waste and recycling services. RCW 70A.205.045 requires recyclables to be collected from homes and apartments in urban areas (with some exceptions), whereas drop-off centers and other methods can be used in rural areas.

RCW 70A.205 requires a monitoring program for collection of source-separated waste from non-residential sources when there is sufficient density to economically sustain a commercial collection program. Benton County achieves this by working cooperatively with Ecology and using the data Ecology collects through the annual Washington State Recycling Survey.

In addition, public education and outreach is an important element for solid waste management systems. County residents and businesses need to be informed as to the proper and available methods for waste reduction, disposal, and recycling. The programs described in this chapter encourage residents and businesses to take the extra steps to recycle or reduce waste or to avoid generating waste in the first place.

5.1.2 CROP

HB 1543, Sustainable Recycling, was signed on April 29, 2019, and took effect July 1, 2019. The act required Ecology to create a state recycling CROP by July 1, 2020, with local jurisdictions required to either create their own CROP or adopt the state CROP by July 1, 2021. The County has chosen to create their own CROP as part of this Plan.

RCW 70A.205.045 stipulates the requirements to be included in a CROP as follows:

- A list of actions for reduction of contamination in recycling programs for single-family and multi-family residences, commercial locations, and drop boxes.
- A list of key contaminants identified by the jurisdiction or Ecology.
- A discussion of problem contaminants and the contaminants' impacts on the collection system.
- An analysis of the costs and other impacts associated with contaminants to the recycling system.
- An implementation schedule and details of how outreach is to be conducted, which may include sharing community-wide messaging through newsletters, articles, mailers, social media, websites, or community events; informing recycling drop-box customers about contamination; direct outreach through route collection drivers; and improving signage.

5.1.3 Climate Action

The County updated the Hazard Mitigation Plan in 2019 with the goal to make County residents, communities, state agencies, local governments, and businesses less vulnerable to the effects of hazards through the effective administration of hazard mitigation grant programs, hazard risk assessments, wise and efficient infrastructure hardening, and a coordinated approach to mitigation policy through federal, state, regional, and local planning efforts. The combined prioritization will be the protection of people, structures, infrastructure, and unique ecosystems that contribute to our way of life and the sustainability of the local and regional economy. Additional information on this plan can be found at:

https://www.co.benton.wa.us/files/documents/FinalCPAppendixNBentonCountyNaturalHazardMitigationPlan20191290558380616 20PM.pdf

The City of Kennewick also has a sustainability program with a mission to proactively make sustainability decisions as good stewards of the public and consider the long-term effects of business practices and how those decisions affect our citizens and the environment. Additional information on this program can be found at:

Sustainability | Kennewick, WA (go2kennewick.com)

The Benton-Franklin Health District has created two new full-time positions to address the health effects caused by climate change. Staff will focus initially on protecting the community from wildfire smoke, extreme heat conditions, and toxic algae in the Columbia River. In addition, two new staff members are devoted to emergency preparedness to assist with extreme weather conditions exacerbated by climate change.

5.2 Existing Program Elements

The following sections provide background information regarding waste reduction, recycling, and education and outreach and discuss the County's existing programs.

5.2.1 Recycling Services

The County, cities and towns, and waste collection companies provide numerous drop-off recycling sites throughout the County. Current sites are detailed in Table 5-1.

Table 5-1. Recycling Operations in Benton County (2022)

Recycler Facility and Location	Type	Hours of Operation	Paper (including grocery bags)	Plastic	Metal	Other Recycling Facilities
City of Richland						
1378 Lee Boulevard	Drop box	24 hours	X	X	X	
1300 Block of Jadwin Avenue	Drop box	24 hours	X	X	X	
2411 George Washington Way	Drop box	24 hours	X	X	X	
Battelle Complex	Drop box	24 hours	X	X	X	
2400 Stevens Drive	Drop box	24 hours	X	X	X	
3120 Twin Bridges Road	Drop box	24 hours	X	X	X	
103 Keene Road	Drop box	24 hours	X	X	X	
2801 Duportail Street	Drop box	24 hours	X	X	X	
DTG Recycling Center: 1936 Saint Street	Drop box	Call for Information				X
Local Boys Metal Recycling: 510 Wellsian Way	Drop box	Call for Information			X	
City of Kennewick						
McDonalds: 395 Kennewick	Drop box	24 hours	X	X	X	
WM: 2027 S. Ely Road	Drop box	24 hours	X	X	X	
DTG Recycling Center: 119 E Albany Avenue	Drop box	Call for Information				X
Pacific Recycling: 1615 E Chemical Drive	Drop box	Call for Information				X
City of West Richland						
3957 W Van Giesen Street	Drop box	24 hours	X	X	X	
City of Prosser						
10th Street and Sherman Avenue	Drop off	9:00 am–5:00 pm Wednesday Friday and Saturday 24 hours	X	X	X	
8th Street and Bennett Avenue	Drop off	24 hours	X	X	X	
Mayflower Metals: 139406 W Johnson Road	Drop box	8:30 am–4:30 pm M–F			X	
Benton City						
Home Drive (SR-225)	Drop box	Call for Information	X	X	X	
100 Dyna Lane	Drop box	Call for Information	X	X	X	

5.2.2 Waste Reduction and Reuse

Waste reduction is the highest priority for solid waste management according to RCW 70A.205 and is preferred over recycling and composting because the social, environmental, and economic costs are typically lower for avoiding the creation of waste.

Waste collection fees can be used to encourage waste reduction (and recycling) through existing “pay as you throw” rates in which single-family households are charged according to the amount of garbage they discard. Businesses and multifamily properties are generally charged according to the amount of garbage disposed. The opportunity for customers to financially reduce disposal costs is first and foremost to not acquire the item with its associated packaging in the first place.

Other opportunities for reuse and waste reduction that are available in the County include a non-profit Habitat for Humanity reuse store for building materials and organizations such as the Salvation Army and Goodwill that accept gently used clothes, furniture, and home goods. The County also has numerous local thrift and donation stores for reuse of clothing and household goods.

5.2.3 Public Education

Public education and outreach programs supporting waste reduction, recycling, and organics management activities have been ongoing in the County. Local governments and waste collection companies have developed programs on a variety of topics. Education efforts are described below.

5.2.3.1 BENTON COUNTY

The County provides information on its website and its County Event Posting page about the location of drop-off and buy-back sites for recyclables, as well as ways to reduce and reuse materials, the proper disposal of household hazardous waste, the Washington E-Cycle Program, used motor oil collection sites, and disposal of medical waste. The County purchases and maintains recycling containers that are available to public events for free upon request. The County also provides outreach on all its programs at a booth at the County Fair and information to high schools on paper recycling, as well as support to the Benton-Franklin Cooperative Extension office’s composting seminars.

5.2.3.2 CITY OF RICHLAND

The City’s Communications and Marketing Division provides information to the public about various environmental issues affecting the City or community through their website. Information is regularly sent to the public in newsletters, utility bill inserts, press releases to radio and television, e-newsletters, and other printed publications (including the local newspaper). The Green Living Office also has a number of environmental resources available to the public, including books, curriculum, handouts, and videos. Programs and presentations relating to the environment also are made available to service organizations, businesses, non-profit organizations, and students/schools.

The City’s website and social media outlets include information on how to recycle in Richland and the materials that are accepted through various programs. The City of Richland has a 24-hour government access channel (CityView, Channel 13), which

regularly plays environmentally related videos during the “Eye on our Earth” segment and runs public service announcements. The City has an Electronic Reader Board with waste reduction and recycling information uploaded for motorists to see.

5.2.3.3 CITY OF KENNEWICK

Each new Kennewick resident and business is mailed a brochure outlining the City’s existing recycling programs in coordination with Waste Management. The City provides curbside and drop-box recycling information on its website and partners with local Master Gardeners to offer backyard composting workshops. The City’s website provides information on allowable items for curbside services, additional recycling locations and links for hazardous waste recycling options.

The City has multiple social media outlets that share information from partner organizations to include Household Hazardous Waste Collection Events and Free Tire Recycling day for mosquito control.

In addition, WM provides information for the City of Kennewick collections through their website:

https://www.wmnorthwest.com/kennewick/

The City of Kennewick contracts with WM for solid waste and recycling collection services, education, and outreach. WM distributes an annual service guide to each residential customer and new customers, has a locally designated website and a WM Kennewick Facebook page focused on sustainability. The WM team annually participates in the Salmon Summit teaching about recycling and sustainability to thousands of school students in addition to supporting National Night Out, Earth Day and similar events. WM also worked with Blippi on a Garbage Trucks for Children video. The WM website also contains information about WM Recycling Centers, Transfer Stations and Landfills. In addition, WM also provides tools and resources for kids, households and businesses that are available.

5.2.4 Designation of Recyclable Materials

Table 5-2 shows the list of “designated recyclable materials” required by WAC 173-350, which should be used for guidance as to the materials to be recycled. This list is based on existing conditions (collection programs and markets), so future markets and technologies may warrant changes in this list. Because market conditions for recyclables can change rapidly, the list of designated materials is accompanied by a description of the process for its revision, if needed, before the next major Plan update.

This list is not intended to create a requirement that recycling programs in the County collect every designated material. Instead, the intent is that if materials become feasible for recycling, the County will review the feasibility of collection in respect to markets, ease of collection, size of waste stream, special events, or removal of collection limitations and consider programs for collection so that residents and businesses have an opportunity to recycle the designated materials listed through at least one program.

Table 5-2. List of Designated Recyclable Materials	
Priority Level	**Material**
Routine Collection: Materials feasible to be collected by curbside collection and drop-off programs throughout Benton County.	• Aluminum Can • Cardboard (Corrugated) • HDPE Plastics (Milk Jugs) • High-Grade Paper • Mixed Paper (Loose) • Newspaper • PET Plastics (Soda and Juice Bottles) • Tin Cans
Limited Collection: Materials that can be recycled but have collection or marketing limitations in Benton County.	• Electronics covered by E-Cycle Washington • Mercury-Containing Lights covered by LightRecycle Washington • Textiles • Organics • Wood Waste • Cell Phones • Ink Cartridges • Motor Oil • Antifreeze • Tires • Vehicle Batteries • Ferrous Metals • Non-Ferrous Metals • Latex Paint
Potentially Recyclable: Hard-to-recycle materials that could be recycled if markets are available or customer charges are assessed.	• Mattresses • Plastics, #3 through #7 • Plastic Containers (Non-Bottle) • Plastic Film • Poly-Coated Paper • Food Waste • Glass

The following conditions are grounds for additions to or deletions from the priority-level list of designated materials:

- The market price for an existing material becomes so low that it is no longer feasible to collect, process, or transport it to markets.
- Local markets or brokers expand their list of acceptable items based on new uses for materials or technologies that increase demand.
- New local or regional processing or demand for a particular material develops.
- No market can be found for an existing recyclable material, causing the material to be stockpiled with no apparent solution in the near future.
- The potential for increased amounts of diversion.
- Legislative mandate.
- Other conditions not anticipated at this time.

Proposed changes to the list of designated materials should be submitted to the County Public Works Director for review and may be forwarded to the SWAC for concurrence. Unless there are objections from the SWAC, the County Public Works Director or their designee can make minor changes to the list. These will be adopted depending on the schedule of SWAC meetings without formally amending the Plan. Should the Public Works Director conclude that the proposed change is a "major change" (what constitutes a "major change" is expected to be self-evident at the time, although criteria such as opposition by the SWAC or difficulty in achieving consensus for adoption could be used as indicators), then an amendment to the Plan (a process that could take 120 days or longer to complete) would be necessary. In either case, Ecology should be notified of changes made to the List of Designated Recyclable Materials or of the initiation of an amendment process.

5.2.5 Urban and Rural Area Residential Recycling

RCW 70A.205 requires counties to develop clear criteria for designating areas as urban or rural for the purpose of providing solid waste and recycling services. RCW 70A.205 requires recyclables to be collected from homes and apartments in urban areas (with some exceptions), whereas drop-off centers and other methods can be used in rural areas. According to the Washington State OFM, a "rural county" is defined as "…a county with a population density less than 100 persons per square mile."

Currently, curbside residential recycling service is provided in the City of Kennewick and the City of Richland. The cities of Benton City, Prosser, and West Richland and the unincorporated areas of the County are serviced by residential recycling drop-boxes. Recycling drop-box locations can be found in Table 5-1.

5.2.6 Commercial Recycling

Commercial-sector recycling is available in the County and is provided by collection companies operating within each city and town and the unincorporated areas.

5.2.7 Public Event Recycling

RCW 70A.200.100 requires public event recycling in communities where there is an established curbside service and where recycling service is available to businesses. A recycling program must be provided at every official gathering and at every sports facility by vendors who sell beverages in single-use aluminum, glass, or plastic bottles or cans. A recycling program includes provision of receptacles or reverse vending machines, and provisions to transport and recycle the collected materials. Facility managers or event coordinators may choose to work with vendors to coordinate the recycling program. The recycling receptacles or reverse vending machines must be clearly marked and must be provided for the aluminum, glass, or plastic bottles or cans that contain the beverages sold by the vendor.

Public event recycling is provided by the solid waste collection companies operating within the County.

5.2.8 Incentives for Recycling

As previously discussed in Section 5.2.1, recycling bins are located at multiple locations throughout the County as an incentive and opportunity to recycle. Additional recycling opportunities can enable residents and businesses to reduce their garbage service volumes and lower their garbage collection fees in cities with “pay-as-you-throw” price models.

5.2.9 Monitoring and Evaluation

The County relies on Ecology for information on recycled quantities and an estimate of the countywide recycling rate. Annual figures for recycled tonnages are reported on a voluntary basis by both public- and private-sector entities.

5.2.10 Processing Facilities

The private sector handles the processing of the materials collected for recycling in the following ways:

- There are private facilities that process specific waste streams, such as DTG Recycling (DTG), Pacific Recycling, Local Boys Metal Recycling, and Mayflower Metals.
- Recyclables collected at the curb and drop-box sites by WM are currently transported to an out-of-County facility for processing and marketing (WM SMaRT Recycling Center in Spokane).
- Recyclables collected by Basin Disposal and Ed’s Disposal are taken to their Pasco facility located at 1721 Dietrich Road for processing and marketing.
- Recyclable materials collected in the City of Richland are processed by DTG under terms of a contract with the City.

5.2.11 Markets

Washington State regulations (RCW 70A.205.045) require “a description of markets for recyclables,” which is provided below. This description is intended to be only a brief report of current conditions, and it should be noted that market conditions for recyclables can change drastically and rapidly.

5.2.12 Market Overview

In July 2017, China's government announced that it would ban 24 recyclables, including "unsorted mixed paper" and "mixed plastics," starting in 2018. This ban originates from China's "National Sword" campaign to crack down on smuggling and contaminated scrap imports.

China applied a strict new contamination standard for other recyclables. Starting in March 2018, scrap materials imported into China may not exceed 0.5 percent contamination. This is below typical processing standards of 3-5 percent at Washington recycling facilities, and it risks excluding domestic recyclables from sale in China.

With a few exceptions, China has frozen the approval of scrap paper import permits. As a result, most scrap paper companies cannot import any scrap paper into China, causing

a total suspension of imports since September 2017. This has created market uncertainty, even for materials not covered by the restrictions.

In 2018, China's government implemented new restrictions on what recyclables may be imported into the country, significantly impacting Washington's recycling programs. China was a major buyer of Washington's recyclables.

China no longer allows the importation of low-grade plastics and unsorted paper. The regulations aim to increase the quality of recyclables entering China by requiring a low amount of contamination in the recyclables it imports.

The import ban is creating a major disruption in Washington and throughout the region. Material recovery facilities in Washington, which receive mixed recyclables and sort them for resale to commodities brokers, have been slowing down their processing of recyclable materials in an attempt to reduce contamination. This slowdown has reduced the amount of material that can be processed. The amount of material collected in Washington currently exceeds the processing capacity at these slower processing rates. In the short term, some materials may not be able to be processed, and recyclable materials may need to be disposed of as MSW.

An important factor for marketing of recyclable materials collected in the County is the cost of transporting them to end-markets, some of which are outside of Washington State. The low market value of many recyclable materials limits the number of materials that can be cost-effectively moved to markets. Primary markets for specific materials and comments on factors that affect them are shown in Table 5-3.

As the markets continue to change, new facilities are being proposed locally to handle commodities. In 2019, Norpac, which is located in Longview, Washington, pledged to bring in an additional 400,000 tons per year of recycled paper as it shifts one-third of its production capacity into packaging production. This expansion was completed in 2022, at a cost of $50 million in new equipment, creating 100 new jobs. This project is predicted to have the ability to consume available mixed paper grades in Washington, Oregon, and Idaho.

WM has also continued its long-standing commitment to Washington communities and business through advancing recycling technology in the state. The SMaRT Center in Spokane will receive $15 million in upgrades in 2023/2023. This facility currently accepts all collected recyclable materials in Kennewick. In addition, WM is remodeling their transfer station, in Kennewick, to accommodate recycling route trucks for transload and direct haul to the SMaRT Center.

Markets for recyclables are volatile and affect commodities that are able to be collected and processed for recycling. Primary markets for specific materials and comments on factors that affect them as of December 2022 are presented in Table 5-3. Ecology also provides recycling market data that is updated every 2 months and available at the following link:
https://app.box.com/s/kzy7vdio1vv4tab5zzewl8t5xghwzdm3

Table 5-3. Markets for Recyclable Materials (as of December 2022)

Material	Primary Market(s)	Comments
Paper		
Cardboard	Regional paper markets, paper mills, and export	The markets for cardboard (used in packaging) have recently been improving and may be stabilizing.
Mixed Paper and Newspaper	Regional paper markets, paper mills, and export	The markets are fluctuating due to supply and demand from overseas markets and processors and are primarily low at this time.
Plastics		
Bottles #1 through #7	Regional markets in Western Washington and Oregon, and export	The markets for PET and HDPE bottles are currently weak to non-existent (#1 and #2), and even weaker for bottles #3 through #7.
Other Plastics	Primarily export	Markets are volatile and sometimes unreliable.
Metals		
Aluminum	Regional markets in Western Washington and Oregon; can manufacturing in St. Louis	Aluminum prices were weak in 2022.
Tin Cans, Appliances, and Ferrous and Non-ferrous Scrap	Regional markets in Western Washington and Oregon	Steel has fluctuated heavily, and the market is currently weak.
Glass		
Clear Glass	Regional markets in Western Washington and Oregon	Prices are poor for clear glass.
Brown and Green Glass	Regional markets in Western Washington and Oregon	Prices for brown and green glass are low or negative (i.e., the glass is recycled for a charge).

5.2.13 Addressing Recyclables Key Contaminants

The following is the initial list of key contaminants to be addressed in the current recyclables as required by RCW 70A.205.045 CROP:

- Plastic bags, film, and clamshells
- Non-program plastics
- Food and liquids
- Hose, wire, and rope (tanglers)
- Textiles and toys

Additional contaminants also to be addressed include:

- Hazardous materials
- Hypodermic needles

Contamination in recyclables is best addressed through a variety of means and actions, to include:

- Visual inspections of self-haul loads of recyclables delivered to the drop-box locations and advising customers of proper segregation techniques.
- Visual inspections of curbside recyclables collected, with customers advised of proper segregation techniques.
- Updated signage at the drop-box locations to advise system users on contamination in commodities and acceptable recyclable materials.
- Cooperation between the County, cities, and waste collection companies to implement a coordinated County-wide messaging campaign.

Costs for contaminants in the recycling system are currently covered through curbside fees for collection assessed to users, commodity pricing for recyclables, and tipping fees charged at the disposal facilities. Implementation costs for the CROP are discussed in Chapter 11.0 – Implementation Plan.

5.3 Status of Previous Recommendations

The status of the recommendations made in the 2013 Plan can be found in Appendix D.

5.4 Alternatives and Evaluations

Existing service gaps and other issues connected to waste reduction, recycling, contamination reduction, and climate change are evaluated below.

5.4.1 Refresh Educational Materials and Seek to Harmonize Messaging

Education and outreach initiatives have greater impact if messaging is consistent throughout the County. To achieve this, County staff can coordinate between departments and with cities and waste collection companies to unify their messaging on waste prevention, recycling, contamination reduction, private recycling options, and extended producer responsibility options. Harmonization can involve:

- Standardizing a list of accepted materials.
- Setting similar priorities for education objectives in terms of material and content.
- Maintaining consistency in labeling, use of picture-based icons, color coding, and—when applicable—translations for bin decals and signage.
- Communicating across agencies (e.g., with the Health District) to jointly work on overlapping objectives (e.g., moderate risk waste).

Unified messaging includes using one set of materials (e.g., decals, flyers, brochures, pamphlets, mailings), which can be co-branded or individually branded by the agency or collection company distributing them.

County staff can also review and selectively refresh its large library of existing materials or create new materials to reflect priority recycling and composting topics; objectives around waste reduction; recycling contamination reduction; and key littering, illegal dumping, and moderate risk waste issues. Building on materials and resources—such as for open-source photos for recyclables—from other jurisdictions and organizations can be cost-effective. For example, Ecology offers a Recycle Right toolkit, and The Recycling Partnership offers free images for signage.

Unified messaging materials can be tailored to specific generator types with relevant resources according to the specific challenges presented to the group (such as food waste prevention, reducing contamination in recyclables, edible food recovery, and composting for grocery and food-service businesses).

When feasible, all materials should also have translated versions. Adapting already-translated external resources, with permission, or partnering with nearby cities and counties could be a cost-effective way of obtaining translated informational material.

5.4.1.1 DISTRIBUTE INFORMATIONAL MAILINGS TO HOUSEHOLDS AND BUSINESSES

Annual mailings (electronic) could be sent to all households and businesses, potentially in partnership with the certificated hauler. These mailings should have easy-to-follow general information about what, how, where, and when to recycle and compost. For easy access, the mailings should include a collection calendar (when recycling or composting is not collected every time garbage is collected); highly visual lists of materials accepted for recycling and composting; and links to online resources with additional waste prevention, recycling, and composting information.

Periodically as needed, County staff could also distribute special mailings on specific topics or tailored to specific audiences. Examples include, but are not limited to, the following:

- Preventing food waste and donating edible food.
- Increasing recovery of materials with low capture rates, such as food waste (residents and businesses), mixed paper (residents and businesses), cardboard (businesses and self-haul), clean wood (self-haul), and metals (self-haul).
- Minimizing contamination by keeping specific problematic materials out of recycling and compost containers and drop boxes.
- Minimizing C&D debris through building material reuse, salvaging, and deconstructing and recycling unavoidable C&D debris.
- Properly disposing of and using safer alternatives to hazardous household and moderate-risk waste products.
- Minimizing littering and illegal dumping through information about the “Secure Your Load” state regulation and disposal opportunities.

- Education on emerging technologies for materials.

5.4.1.2 UPDATE AND EXPAND ON DIGITAL EDUCATION THROUGH WEBSITES, SOCIAL MEDIA, AND NEWSLETTERS

County staff's efforts to reach younger or more digitally inclined groups can include updating existing digital materials and expanding on digital education campaigns through social media, the County website, and email newsletter subscriptions. At a minimum, the County should refresh its website to remove outdated information, add updated information, make it more visual, and make it easier for different types of users (e.g., single-family residents, multifamily tenants, multifamily property managers, businesses, and self-haulers) to find all the information related to them.

The website should include information on what, where, and how to recycle and compost and on how to reduce waste generation. The County website can add depth and details to brief informational mailings on recycling, contamination reduction, composting, hazardous waste, food waste prevention, C&D, and littering and illegal dumping. For instance, a digital campaign for C&D may emphasize the value of reusing building material and reducing C&D waste. The County website can then include a list of building material reuse options with relevant links, tips from green building organizations on reducing waste during construction, and directories of recycling providers. The website can provide user-friendly databases that inform C&D self-haulers on how to separate and prepare specific materials.

Social media campaigns are a low-cost supplement to other education and outreach efforts and can build on free resources provided by organizations such as the social media toolkit from The Recycling Partnership. This toolkit provides a schedule for various content, including text and images to align with seasons and holidays, throughout the year. Social media campaigns also offer flexibility in topics that can be covered, including promoting upcoming events and addressing seasonal or emerging issues (such as backyard composting in spring or collection schedule changes during weather events).

An important consideration when using social media, newsletters, or blogs is that individual posts and articles about a small subset of products can lead to an overload of unorganized information. If adopted, these digital methods should direct users to resources on the County website, so they should be organized and easy to find by residents and businesses later.

5.4.2 Conduct New Waste Prevention Campaigns

County staff could conduct additional waste prevention campaigns on materials such as clothing and reusable cups and food containers.

Clothing waste prevention campaigns can address purchasing (buying less, second-hand, and/or higher quality clothing) as well as caring for and repairing clothing to extend its lifespan. A campaign could also include organizing repair events for clothing as well as other household products. To develop this campaign, County staff could build on resources from King County, Snohomish County and Spokane County in Washington, and the Oregon Department of Environmental Quality.

Many coffee shops allow customers to bring their own cups, and Washington's Department of Health is in the process of adopting new provisions allowing customers to bring their own refillable containers to certain businesses for bulk items. A campaign by County staff could include promotions on social media and at participating businesses as well as outreach during business technical assistance on allowing customers to bring their own containers.

5.4.3 Facilitate Business Material Exchanges

The County and signatory cities could promote or financially support forums or other methods to facilitate regional business material exchanges (such as the IMEX program in King County available at www.hazwastehelp.org/imex). Such programs help businesses find and connect to markets for surplus materials and items that might otherwise become waste.

5.4.4 Promote Existing Reuse Programs

The County and signatory cities could promote and support expansion of existing reuse and material exchange opportunities in the County, such as the Habitat for Humanity Store and local reuse and donation stores. Residential options include providing information on reuse organizations or supporting reuse events focused on specific products (such as bike swaps). Promotion could involve maintaining and publishing a resource guide in local newspapers, a stand-alone guide with a map, or a web page listing organizations that promote waste reduction activities such as thrift shops, repair services, and tool rental businesses.

5.4.5 Recycling Contamination Reduction Campaigns

By collaborating with a certificated hauler, the County could develop and implement cart-tagging campaign(s) for single-family collection services. This system can provide the most direct education and feedback for single-family residents on reducing contamination in recyclables collected.

In addition, the County, cities and haulers can develop and implement a recycling drop-box site contamination reduction campaign for direct contact with residents and businesses utilizing the drop-box sites. The campaign could include County and city staff members visiting drop-box sites and providing educational materials, updating site signage and providing assistance to customers on proper methods of recycling segregations and commodity acceptance.

5.4.6 Expand Business Technical Assistance

County staff can refresh and expand its business outreach and technical assistance program with:

- Refreshed and reorganized webpages with updated information and resources.
- Hotline and email assistance to answer businesses' questions about waste prevention, recycling, contamination reduction methods, and composting.
- On-site technical assistance including waste audits, collection infrastructure assessments, customized recommendations for waste prevention and increasing

recycling and composting, support implementation recommendations, and employee trainings.

- Business toolkits and business tip sheets for preventing waste, increasing recycling and composting, and minimizing contamination.
- Provision of collection signage and free or low-cost indoor collection containers.

To promote business technical assistance, County staff could focus efforts on:

- Businesses that already participate in environmental programs that may be more open to reducing waste.
- Businesses in a few small areas of the County to make door-to-door canvassing more efficient and create a hub of waste reduction, particularly when combined with a recognition program.
- Proper ingress and egress requirements for solid waste and recycling collection containers as outlined in the building codes.

This technical assistance program could coordinate with the Health District on hazardous waste reduction efforts to identify opportunities for businesses to reduce their use of toxics.

County staff could also join the statewide EnviroStars Green Business Program, which offers member agencies an existing platform on which to build the County business technical assistance program. EnviroStars offers a web portal, business recognition program, and joint marketing program. Collaboration with the local Chamber of Commerce could also be implemented.

5.4.7 Offer School Technical Assistance

Schools present important opportunities to reduce and prevent waste—especially food waste—and increase recycling. Technical assistance to schools could include:

- On-site technical assistance including waste audits, collection infrastructure assessments, and customized recommendations for waste preventing and increasing recycling and composting.
- Assistance and/or grants to support implementation of waste reduction strategies such as switching to milk dispensers with reusable cups, switching to reusable dishes and trays, setting up a sharing table or bin for students to trade unopened food/drinks and uneaten whole fruit with peels, setting up a school swap day at the end of the school year when students are cleaning out lockers, installing water-bottle filling stations, donating edible food, and more.
- Assistance implementing recommendations regarding green purchasing, waste collection practices, and waste collection infrastructure.
- Working with a school's existing student green team to implement a food waste audit and prevention campaign, an on-site composting demonstration project, or a waste audit and recycling/composting education campaign.

County staff can draw on programs developed by Clark County, Clackamas County (Oregon), King County, and the Washington Green Schools program. The Washington Green Schools also offers recognition for a school's performance in multiple environmental categories.

5.4.8 Establish a Waste Diversion Goal

The County and signatory cities, as part of this planning process, have set a specific performance target, during this Plan period, for waste reduction, recycling, and composting programs at 40 percent. Setting diversion goals provides a benchmark for measuring future performance.

5.4.9 Recycling Rates by Material

Overall, Benton County's waste diversion rate is estimated to be 37 percent. In 2018, a total of 122,860 tons was reported recycled, composted, or otherwise diverted. Refer to Chapter 2.0 – Waste Stream for data sources and detailed information. Recovery rates in the County appear to be highest for asphalt and concrete, yard debris, ferrous metals, and cardboard.

5.4.10 Recycling Program Costs and Affordability

An overriding goal of Benton County's solid waste program is to keep costs and rates affordable for both residents and businesses. Recycling and other services discussed in this Plan may add to program costs and increase rates. The key issues related to costs, rates, and affordability that should be considered as part of developing this Plan.

5.4.11 Sham Recycling

Some facilities may claim they are recycling a material without actually doing so. Others haul mixed garbage they claim constitutes recyclable materials to avoid flow control policies in areas with high transfer station or landfill tip fees. These practices can both be considered "sham recycling." Though Washington State's 2005 "Sham Recycling Bill" and the Recyclable Materials Transporter and Facility Requirements (WAC 173-345) limit this practice by requiring recycling haulers to register with Washington State and prohibiting delivery of recyclable materials to transfer stations and landfills, sham recycling may still occur. To date, no sham recycling has been documented in the County.

5.4.12 Glass Recycling

The growth of wineries and microbreweries in the County has increased public interest in recycling glass. Additionally, new residents coming from places where glass is recycled have requested the ability to recycle glass. A number of jurisdictions and companies are working together to address the difficulties associated with glass recycling in Eastern Washington. Current conditions make economical glass recycling a challenge due to no local markets in the area and the significant cost for transportation to markets in Seattle and Portland. The County could consider the addition of glass to its recycling programs if collection and recycling become financially feasible.

5.4.13 Provide Support for Recycling at Public Events

Washington State law requires public events to provide recycling containers (RCW 70A.205). To support this requirement, the County could operate a program that provides recycling bins loaned out to event organizers and other support for these events. This program is a low-cost public service with high visibility that provides a positive benefit for those involved.

5.4.14 Require New Buildings to Provide Adequate Space and Facilities for Recycling Storage and Collection

The County and signatory cities could develop clear guidelines to help developers and permit review staff comply with WAC 51-50-009, which mandates that local jurisdictions require new buildings to provide adequate space for recycling. The County and signatory cities could also update building codes to require adequate space for recycling infrastructure with minimum specified capacity per residential unit or per square foot of building space and could include an assessment of recycling capacity in the permit review process.

5.4.15 Adopt Mandatory Recycling for Readily Recyclable Materials

Signatory cities that contract for or directly provide garbage collection service could adopt a disposal ban requiring residential and commercial customers to recycle readily recyclable materials. Recyclable materials may include yard waste, food waste, mixed paper, newspaper, cardboard, plastic bottles, aluminum cans, tin cans, electronics covered by E-Cycle Washington, and clean wood.

Before adopting mandatory disposal bans and recycling policies, signatory cities would need to ensure that residents and businesses have the option to subscribe to a recycling service and have adequate access to drop-off recycling sites.

5.4.16 Implement and Continue Pay-As-You-Throw Pricing for Garbage

Signatory cities could require haulers to establish rate schedules that charge proportionately more to dispose of larger quantities of garbage. Signatory cities that contract for collection services could increase the fee differential for different bin sizes (for both residential and commercial collection). Residents and businesses will need to have the option to subscribe to a recycling service or have adequate access to drop-off recycling sites. Cities would need to negotiate a contract amendment or implement changes during contract renewals or bid processes.

5.5 Recommended Actions

The following recommendations are made for waste reduction and recycling programs:

WRR1) Refresh educational materials and seek to harmonize messaging.

WRR2) Distribute informational materials to households and businesses.

WRR3) Update and expand on digital education through websites, social media, and newsletters.

WRR4) Provide multifamily technical assistance.

WRR5) Expand business technical assistance.

WRR6) Offer school technical assistance.

WRR7) Adopt the updated list of designated materials and maintain it through periodic review and updates.

WRR8) Establish a waste reduction and recycling goal of 40 percent for this planning period.

WRR9) Focus recycling and diversion efforts on waste streams that represent significant tonnage disposed and coordinate messaging and efforts to reduce contaminants on materials recycled.

WRR10) Support private sector programs, forums, or other methods, such as existing reuse and reusable materials exchange programs, to facilitate material exchanges.

WRR11) Increase promotion of existing reuse programs through newsletters, community reuse events, guidebooks, and community-based social marketing.

WRR12) Incorporate and expand the education and promotion program.

WRR13) Work cooperatively with County, city and hauler staff to create and implement recycling contamination reduction campaigns for curbside and drop-box recycling programs.

WRR14) Work cooperatively with cities and towns to develop guidelines and revise building codes to establish standards that promote commercial waste reduction and recycling.

WRR15) Encourage signatory cities to modernize curbside recycling programs with convenient, efficient carted service to increase diversion and safety and reduce litter.

WWR16) Review and implement actions pertaining to the CROP as needed during this Plan cycle.

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CHAPTER 6.0 ORGANICS

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6.0 Organics

6.1 Introduction

This chapter discusses existing organics management collection and handling methods in the County and the participating cities and towns, identifies relevant planning issues, and develops and evaluates organics management strategies.

6.2 Background

This section provides information regarding regulations and guidance related to organics management.

6.2.1 Organics Regulations and Guidance

Beginning in 1989, the Waste Not Washington Act (ESHB 1671) declared that waste reduction and recycling must become a fundamental strategy of solid waste management. To that end, RCW 70A.205 included a statement that encouraged yard debris be eliminated from landfills by 2012 in those areas where alternatives exist.

RCW 70A.205 also required that collection programs for yard debris be addressed in areas where there are adequate markets or capacity for composted yard debris within or near the service area.

In 2019, the Legislature passed HB 1114, now codified as RCW 70A.205.715 to address food waste and wasted food in Washington. The law established a statewide food waste reduction goal, relative to 2015 levels, and required a subset of the goal to focus on reducing the amount of edible food that is wasted. Ecology is required to establish baseline data and annually track progress toward the statewide food waste reduction goals and to develop and implement a food waste reduction plan, now titled the Use Food Well Washington Plan, which focuses on three key strategies:

1. **Prevention:** Prevent and reduce the amount of food that is wasted.
2. **Rescue:** Rescue edible food that would otherwise be wasted and ensure that the food reaches those who need it.
3. **Recovery:** Support productive uses of inedible food materials, including using them for animal feed, for energy production through anaerobic digestion, and for off-site or on-site management systems including composting, vermicomposting, and other biological systems.

The Use Food Well Washington Plan was completed in December 2021 and provides local governments with recommendations for best management practices to incorporate in local Plans.

In addition, HB 1799 was enacted that requires diversion of organic materials away from landfill disposal and directs them towards food rescue programs and organics management facilities. Highlights of HB 1799 include:

- Establishment of a 75 percent goal of reducing landfilling of organic materials by 2030 (relative to 2015 numbers).

- Requires Ecology to collaborate with a third-party consultant to evaluate adequacy of local government solid waste management funding.
- Focuses on implementing required collection and management of organic waste from all residents and some businesses.
- Requires updated Comprehensive Solid Waste Management Plans that are developed, updated, or amended after July 1, 2024, to include an identification of priority areas for siting organic materials management facilities without overburdening communities.
- Requires cities and counties with a population greater than 25,000 and/or where curbside organics collection is offered in the jurisdiction to develop a compost procurement ordinance and report compost procurement accomplished by January 1, 2023.
- Identify how much organic materials is generated in the County and if capacity exists to manage that material.

6.2.2 Washington State Department of Agriculture Regulations

In 2016, the WSDA amended WAC 16-470 Quarantine – Agricultural Pests as follows:

1. Adding MSW, yard debris, organic feedstocks, organic materials, and agricultural wastes to the list of commodities regulated under the apple maggot quarantine;
2. Establishing a special permit to allow transportation and disposition of MSW from the areas under quarantine for disposal at a solid waste landfill or disposal facility in the apple maggot and plum curculio pest-free area; and
3. Establishing a special permit to allow transportation and disposition of yard debris, organic feedstocks, organic materials, and agricultural wastes from the area under quarantine for disposal at a solid waste landfill or treatment at a composting facility in the apple maggot and plum curculio pest-free area.

Benton County is designated as a non-quarantined area by the WSDA, which allows the transportation of organics to permitted facilities outside of the County. In addition, due to the WSDA non-quarantine status, organics or municipal solid waste from an apple maggot quarantine area cannot be accepted unless a special permit has been issued by WSDA.

In September 2022, the WSDA placed a quarantine for Japanese beetle in the southeastern corner of Yakima County and the southwestern corner of Benton County in accordance with WAC 16-470-700 to 720. Under this quarantine, yard debris is considered a regulated article (WAC 16-470-710) and is prohibited from moving outside of the quarantined area unless it meets one of the following treatment methods (WAC 16- 470-717(2)):

- Steam heated to a temperature of 140 degrees Fahrenheit for 1 hour to kill all life stages of Japanese beetle;
- When consisting solely of woody materials containing no soil, yard debris may be chipped to a screen size of 1 inch or smaller in two dimensions during the

Japanese beetle adult flight season (May 15 through October 15). Woody material containing no soil can be moved outside of the Japanese beetle adult flight season without chipping; or

- Another treatment determined to be effective at eradicating Japanese beetle and approved in writing by the director.

6.3 Existing Conditions

The sections below describe existing collection and processing activities for organic materials.

6.3.1 Yard Debris Collection Programs

The City of Richland offers weekly collection of yard waste every week, on regular collection days, weather permitting to residential customers. The program accepts loose grass, leaves, plant trimmings, garden debris, non-treated wood, and branches less than 4 inches in diameter.

WM, in Kennewick, offers collection of unlimited bags of leaves the first week of November, December, and January with materials collected currently being directed for disposal.

In 2027, jurisdictions with a population of over 50,000 residents will be required to implement curbside collection of organics, which will require the City of Kennewick to consider options for organics collection curbside programs.

6.3.2 Home Composting

Benton County encourages home composting of yard waste and food waste through their website. Information on home composting can be found at the Solid Waste Division comprehensive website:

https://www.co.benton.wa.us/pview.aspx?id=9697&catid=0

6.3.3 Compost Facilities

The City of Richland, in Benton County, owns and operates a compost facility for yard debris collected through their curbside collection programs and biosolids from their wastewater treatment plant. Natural Selection Farms in Sunnyside, Washington, and Dirt Hugger in Dallesport, Washington, are the next-closest compost facilities located in Eastern Washington.

Information on the City of Richland Compost Facility can be found at:

https://www.ci.richland.wa.us/departments/public-works/solid-waste-utility/horn-rapids-landfill/compost#:~:text=Residential%20customers%20are%20able%20to,McDonald%20(509)%20627%2D1153

6.3.4 Compost Procurement Ordinances

The cities of Kennewick and Richland and Benton County have adopted compost procurement ordinances.

6.3.5 Organic Material Generation

Information on County organic waste stream composition and tonnage can be found in Chapter 2.0 – Waste Stream.

6.3.6 Christmas Tree Collection Program

Christmas tree collection programs are offered by the City of Richland and Ed's Disposal through curbside collection, by WM of Kennewick at the transfer station, and BDI through their Pasco Transfer Station. The City of Richland is currently the only program that composts the Christmas trees collected.

6.4 Status Of Previous Recommendations

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

6.5 Alternatives and Evaluations

Existing service gaps and other issues connected to the organics component of solid waste management are discussed below.

6.5.1 Organics Education

The County has a home composting education program available on its website. As additional programs grow, such as a pilot food waste collection and composting program or yard debris collection program, educational materials outlining the benefits of the programs could be developed and distributed.

6.5.2 Evaluate Implementation of Curbside Recycling Services for Yard Waste and Food Waste

Curbside recycling programs and the availability of a composting facility for processing materials are essential elements to increase waste diversion efforts. Current composting facility infrastructure at the City of Richland would not currently be adequately sized to accept the volume of yard and food waste that could potentially be collected through implementation of additional curbside collection programs.

Implementation of yard waste and food waste recycling programs would require evaluation and a substantial investment for a new composting facility, additional capacity at the City of Richland composting facility, collection trucks, recycling carts, and staffing. There is the potential that the current City of Richland compost facility could be expanded to manage the additional materials but this expansion and operations would need to be negotiated directly with the City of Richland. If the City of Richland compost facility expansion cannot be negotiated, a new compost facility could be located in the County in zoning areas that allow for this type of facility through a conditional-use permit process.

The County and city partners could undertake a study to determine the infrastructure necessary to implement additional yard waste and food waste collection and recycling programs. The County could also consider the potential for public-private partnerships to

assist with volumes throughput and the offset of costs for facility construction, maintenance, operations, and product marketing.

6.5.3 Food Waste

The County and participating municipalities could evaluate the potential for establishing food waste and edible food recovery collection programs. The County could encourage a pilot program in cooperation with the cities and the Tri-Cities Food Bank, and if successful, consider expanding the program to serve more customers. The County should also consider implementation of strategies for education and outreach from the Use Food Well Washington Plan as they pertain to organics and food waste handling in the County system.

6.6 Recommended Actions

The following recommendations are made for organics:

O1) Continue to develop and distribute educational materials related to organics management as programs are established and implemented.

O2) Advocate that adequate funding is provided by the State to develop and implement programs for organics and food waste collection and processing as required by RCW 70A.205.715 and HB 1799.

O3) Consider initiating a study to determine program and infrastructure needs necessary for implementation of additional yard waste and food waste collection and processing programs.

O4) Evaluate a pilot food waste and edible food waste collection program for potential implementation based on participation and customer satisfaction and consider expanding the program as appropriate.

O5) Consider developing a County-wide Christmas tree recycling pilot program to assess public interest and participation.

O6) Evaluate recommendations from the Use Food Well Washington Plan and implement as appropriate.

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CHAPTER 7.0 MISCELLANEOUS WASTES

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7.0 Miscellaneous Wastes

7.1 Introduction

This chapter discusses existing programs, identifies relevant planning issues, and develops and evaluates alternative strategies for the management of miscellaneous wastes.

7.2 Background

Miscellaneous wastes have some similarities to “normal” MSW and can be managed in a similar fashion with some additional precautions or special handling procedures. Each type of special waste is governed by slightly different regulations, based on its physical and chemical characteristics and the degree of environmental, health, or safety risk it poses. This chapter is subdivided into the sections shown in Table 7-1 to describe regulations, current programs, and planning issues for each type of special waste.

Table 7-1. Miscellaneous Wastes

Section	Miscellaneous Waste Type
7.3	Agricultural Waste
7.4	Animal Carcasses
7.5	Appliances/White Goods
7.6	Asbestos
7.7	Biomedical/Infectious Waste
7.8	Carpet and Padding
7.9	Construction and Demolition Debris
7.10	Disaster Debris Management
7.11	Electronic Waste
7.12	Junk Vehicles
7.13	Litter and Illegal Dumping
7.14	Mattresses
7.15	Petroleum-Contaminated Soils
7.16	Pharmaceuticals
7.17	Street Sweepings/Vactor Waste
7.18	Tires

7.3 Agricultural Waste

This section addresses management and disposal of agricultural waste within the County.

7.3.1 Regulations and Guidelines

WAC 173-350-100 defines agricultural wastes as “wastes on farms resulting from the raising or growing of plants and animals including, but not limited to, crop residue, livestock manure, animal bedding, and carcasses of dead animals.” WAC 173-350-230 addresses land application, the beneficial use of agricultural waste applied to land for its agronomic value or soil-amending capability.

7.3.2 Current Practice

As defined above, little of the agricultural waste generated is disposed of within the County’s Solid Waste Division’s programs. Hence, agricultural wastes are not under the purview of this Plan. Agricultural wastes, whether crop residues or animal manures, can be returned to the land where they were generated. An exception to this is the disposal of animal carcasses, which is addressed below in Section 7.4.

Unusable produce from a food processor, such as a load of rotten potatoes, is handled as MSW and may be disposed of at a transfer station or landfill.

Note that empty pesticide and herbicide containers may be disposed of as refuse following triple rinsing.

7.3.3 Planning Issues

Current agricultural waste management and disposal practices are generally adequate and should be maintained.

7.4 Animal Carcasses

This section addresses disposal of animal carcasses within the County.

7.4.1 Regulations and Guidelines

Animal carcass disposal requirements generally differ according to cause of death, as follows:

1. Animals that die of natural causes (but not an infectious disease) can be buried on site (typically on a farm) in accordance with state and local regulations, taken to a rendering facility, or taken to the Horn Rapids Landfill for disposal.
2. Animals killed by collision with motor vehicles (“road kill”) are also taken to the landfill for disposal.
3. The carcasses of animals that die from an infectious disease must be treated to destroy the disease-causing agent to prevent it from infecting other animals or humans. This involves coordination with the Health District.

7.4.2 Current Practice

The County's policy and procedures for disposal of animals can be summarized as follows:

- Animal carcasses are accepted at the Horn Rapids Landfill.
- Customers are charged $75 for animals under 100 pounds and $150 for animals over 100 pounds.
- Customers wishing to dispose of infectious and/or diseased animals are directed to the Health District for further instructions.

7.4.3 Planning Issues

Because they can potentially infect humans, two of the most important animal diseases are Bovine Spongiform Encephalopathy (BSE) and avian flu.

BSE-infected cattle must be buried in a lined landfill. In addition, BSE-infected cattle cannot be disposed of in a landfill where the leachate goes to a sewage treatment plant, because chlorination also does not deactivate prions. Incineration is also an accepted method of BSE-cow disposal.

Highly Pathogenic Asian Avian Influenza A (H5N1) or "avian flu" is caused by bird influenza viruses. Since 1997, H5N1 has infected and killed humans who had close contact with infected poultry. There is concern the H5N1 virus could mutate and eventually acquire the ability to spread easily from one person to another, without birds as the carrier. On-site composting has proven to be an effective mass disposal method for dead poultry, as the avian influenza virus is deactivated after 10 days of composting at 60° Celsius (140° Fahrenheit). Single birds may also be accepted as MSW if they are double bagged. In larger quantities, the birds are required to be disposed of at a lined landfill or incinerated.

7.5 Appliances/White Goods

This section addresses management of waste appliances generated within the County.

7.5.1 Regulations and Guidelines

Major appliances, also known as white goods, are considered a special waste because their sizes make it difficult to handle them in the "normal" garbage collection system, and because some types of appliances contain chlorofluorocarbons (CFCs, or "Freon") that must be removed prior to disposal. On the federal level, the Clean Air Act prohibits the release of CFCs, and state law (RCW 70.94, the Washington Clean Air Act) also requires that CFCs be handled in a manner that prevents release into the atmosphere. Furthermore, CFCs and hydrochlorofluorocarbons are designated as dangerous wastes under WAC 173-303, although they are exempt from these rules if recycled properly.

7.5.2 Current Practice

Appliances are composed mainly of steel, copper, plastic, and rubber, but are typically recycled as ferrous scrap metal. As a service to customers, some appliance dealers

recycle old appliances when a new one is delivered. Appliances are accepted for a fee at the following:

- Mayflower Metals – 139406 West Johnson Road, Prosser
- Local Boys Metal Recycling – 51 Wellsian Way, Richland

All facilities confirm that the Freon refrigerants from refrigerators, freezer, air conditioners, and similar devices are removed. Various companies also haul and recycle appliances based on price and availability.

7.5.3 Planning Issues

Current appliance management and disposal practices are generally adequate and should be maintained.

7.6 Asbestos

This section addresses asbestos disposal within the County.

7.6.1 Regulations and Guidelines

Asbestos is a naturally occurring crystalline material that breaks down into small particles that float in air, and once inhaled, these particles can become lodged in a person's lungs and cause cancer. Several federal laws address asbestos removal and disposal, including the Toxic Substances Control Act, the Occupational Safety and Health Act, the Clean Air Act, and the Clean Water Act. There are also several state laws that address asbestos through worker training and protection requirements as well as disposal rules under the Dangerous Waste Regulations (WAC 173-303). The Benton Clean Air Agency regulates the removal and disposal of asbestos. Their website provides additional information on asbestos removal and disposal at: http://bentoncleanair.org/.

7.6.2 Current Practice

Customers with asbestos-containing materials are referred to the Benton Clean Air Agency for regulatory requirements and disposal options.

7.6.3 Planning Issues

Current asbestos waste management and disposal practices are generally adequate and should be maintained.

7.7 Biomedical/Infectious Waste

This section addresses disposal of biomedical waste generated within the County.

7.7.1 Regulations and Guidelines

Washington State's definition of biomedical waste (RCW 70A.228.010) includes the following waste types:

Animal waste: animal carcasses, body parts, and bedding of animals that are known to be infected with, or have been inoculated with, pathogenic microorganisms infectious to humans.

Biosafety level 4 disease waste: contaminated with blood, excretions, exudates, or secretions from humans or animals that are isolated to protect others from highly communicable infectious diseases that are identified as pathogenic organisms assigned to biosafety level 4 by the Centers for Disease Control and Prevention.

Cultures and stocks: wastes infectious to humans, including specimen cultures, cultures and stocks of etiologic agents, wastes from production of biologicals and serums, discarded live and attenuated vaccines, and laboratory waste that has come into contact with cultures and stocks of etiologic agents or blood specimens. Such waste includes, but is not limited to, culture dishes, blood specimen tubes, and devices used to transfer and inoculate cultures.

Human blood and blood products: discarded waste human blood and blood components, and materials containing free-flowing blood and blood products.

Pathological waste: human-source biopsy materials, tissues, and anatomical parts that emanate from surgery, obstetrical procedures, and autopsy. Does not include teeth, human corpses, remains, and anatomical parts that are intended for interment or cremation.

Sharps waste: all hypodermic needles, syringes, and intravenous tubing with needles attached; scalpel blades; and lancets that have been removed from the original sterile package.

The WUTC regulates transporters of biomedical wastes. Its regulations also allow regular solid waste haulers of refuse to haul wastes that they observe to contain infectious wastes as defined by the WUTC.

7.7.2 Current Practice

There are a number of state-licensed firms that collect and properly dispose of biomedical/infectious wastes in the County. Due to privacy considerations, these firms do not provide information about where these wastes are generated.

Sharps, when properly prepared, are currently accepted for disposal by the local waste collection companies operating in the County.

7.7.3 Planning Issues

The list of potential generators of biomedical waste includes medical and dental practices, hospitals and clinics, veterinary clinics, and farms and ranches, as well as individual residences. Some of these may not always dispose of biomedical wastes properly. There is no definitive estimate of the quantity of syringes and other biomedical wastes that are improperly disposed of locally, but haulers in other areas often report seeing syringes sticking out of garbage bags. This problem is expected to increase due to an aging population and additional medications delivered via syringe that have become available for home use (for human immunodeficiency virus, arthritis, osteoporosis, and psoriasis).

7.8 Carpet and Padding

This section addresses carpet and padding disposal within the County.

7.8.1 Regulations and Guidelines

In 2019, the legislature passed HB 1543 concerning sustainable recycling and directing Ecology to create a recycling development center to research, incentivize, and develop new markets and expand existing markets for recycled commodities and recycling facilities. One of the materials that can be investigated for potential recycling opportunities is carpet and padding.

7.8.2 Current Practice

Customers with carpet and padding are referred to the landfill and transfer stations for disposal. There are currently no carpet recycling facilities operating in the County.

7.8.3 Planning Issues

Current carpet and padding waste management and disposal practices are generally adequate and should be maintained. The County could consider supporting extended producer responsibility (EPR) legislation for recycling of carpet and padding to eliminate this bulky waste stream from disposal in the landfills and to preserve valuable landfill space. The County will continue to monitor opportunities and technologies for carpet and padding recycling and consider implementation as appropriate.

7.9 Construction and Demolition Debris

This section addresses management and disposal of C&D debris within the County.

7.9.1 Regulations and Guidelines

Construction, demolition, and land-clearing wastes are solid wastes resulting from the construction, renovation, and demolition of buildings, roads, and other man-made structures. Construction wastes generally include wood scraps, drywall scraps, and excess concrete, as well as cardboard boxes and other packaging used to hold materials or products prior to installation. Demolition wastes typically contain concrete, brick, wood, drywall, and other materials. Land-clearing debris (tree stumps, brush, and soil) is often included with C&D wastes, but little of this material is actually sent to disposal facilities. Another component of C&D wastes is reusable building materials, which are salvaged materials from construction or demolition that would otherwise be landfilled.

C&D wastes are generated by construction companies, homeowners, and others. Large amounts of C&D wastes generated by construction companies and contractors are more likely to be collected separately from normal garbage and brought to special disposal sites. Homeowners are more likely to bring small, mixed loads containing both C&D wastes and garbage to County disposal facilities.

WAC 173-350-400 allows many types of C&D wastes to be disposed of in limited-purpose landfills. In addition, state law prohibits the open or unregulated burning of “treated wood, metal and construction debris.”

Ecology released an updated waste and toxics reduction plan in June 2015. *Moving Washington Beyond Waste and Toxics* focuses on reducing C&D waste through design and recycling and provides the following goals pertaining to C&D waste:

- Waste generation will be reduced throughout the system by both businesses and residents (GOAL SWM 4).
- Advance building salvage and building material reuse to reduce construction and demolition waste by promoting design for deconstruction principles, sharing model contract language that requires salvage, and other related efforts.

The state legislature passed the “Sham Recycling Bill” in 2005, requiring transporters of recyclable materials to register with Washington and certain recycling facilities to notify the state before commencing operation. A new state rule, the Recyclable Materials Transporter and Facility Requirements (WAC 173-345), was developed in response to this legislation. Although originally directed at C&D recycling issues, the new rule covers all types of recyclable materials (all materials designated as recyclable in this Plan). The new rule prohibits delivery of recyclable materials to transfer stations and landfills. The rule does not apply to several entities, including self-haulers, cities and city contractors, and charities.

7.9.2 Current Practice

There are no operational C&D processing facilities in the County at this time. C&D debris is currently accepted at the WM Kennewick Transfer Station, Horn Rapids Landfill, Prosser Inert Landfill, and Kennewick Inert Landfill. Additional information on these landfills located within the County can be found in Chapter 4.0 – Waste Transfer and Disposal.

7.9.3 Planning Issues

C&D debris waste volume at the Horn Rapids Landfill is experiencing growth due to population increases within the County. Management practices may need to be modified to include consideration of recycling opportunities for handling of specific recyclable waste streams in the future.

7.10 Disaster Debris Management

This section addresses management and disposal of wastes generated during disasters within the County.

7.10.1 Regulations and Guidelines

Natural and man-made disasters can result in a surge of unanticipated debris that can inhibit or obstruct emergency services and overwhelm normal Benton County Department of Public Works capabilities. It is critical to clear debris immediately after a disaster to allow emergency vehicles to respond to life-threatening situations. Once the debris is cleared from the right-of-way and vehicle access is achieved, the removal and disposal of debris are important for the community’s recovery from a disaster.

Being prepared with a plan to address the increased quantity and potential types of disaster debris can help to protect the health and safety of the community. Successful implementation of that plan can positively affect the speed and cost of recovery and the ability to obtain financial assistance for the recovery efforts.

Numerous resources that provide guidance for the development of disaster debris management plans (DDMPs) are available. The EPA in March 2008 developed *Planning for Natural Disaster Debris* (EPA 2008) as a tool for local communities to create such a plan. Another guidance tool is the Federal Emergency Management Agency's (FEMA) *Public Assistance Program and Policy Guide, Appendix D: Debris Management Plan Job Aid* (FEMA 2016). Both of these documents are available online and provide guidance that could assist the County in developing a DDMP.

7.10.2 Current Practice

The County has an Emergency Services Department that has prepared an Emergency Management Plan (EMP).

From 2003 to September 2022, three federally declared disasters affected the County (not including fire management assistance), according to FEMA's website:

- Severe winter storms, flooding, landslides, and mudslides – 2017
- Drought Declaration – 2019
- COVID-19 Pandemic – 2020

The County is historically at risk primarily for storm, drought, and fire disasters. However, wind-borne ash from the 1980 volcanic eruption of Mount St. Helens also affected the County. Table 7-2 summarizes the types of disasters most likely to occur in or near the County and the types of debris likely to be generated. Evaluation of potential disasters and resultant debris can help prepare for disaster response and recovery.

Table 7-2. Potential Disasters and Resultant Debris

Debris Type	Biodisaster / Epidemic	High Winds	Floods	Wildfires	Winter Storms	Volcanoes
C&D Material: concrete, asphalt, metal, wallboard, brick,		XX	X	X	X	X
Personal property: appliances, e-waste, MRW, furniture, other personal belongings		XX	X	X		
Vehicles and vessels		X	X	X		
Vegetative debris: trees, yard debris, woody debris		X	XX	X	XX	X
Animal carcasses, bedding, manure, contaminated items	XX					
Displaced sediments: sand, soil, rock, sediment			XX	X		X
Mixed other debris		X	X	X		X

Note: X = smaller quantity; XX = significant quantity

Planning for debris management enables the County to consider and evaluate alternative debris management options before a natural disaster occurs. Adequate preparation

helps make disaster debris management more cost-effective and meet community concerns, which typically include:

- Public health and safety.
- Prioritizing response activities to target resources in an appropriate manner.
- Preserving property and the environment.
- Minimal impact or disruption of normal solid waste services.
- Cost.
- Compliance with regulations governing specific waste streams such as asbestos and hazardous waste.
- Availability of facilities permitted to accept specific waste streams.
- Ability to recycle portions of the waste stream.
- Eligibility for cost-recovery funds through FEMA or other government programs.

7.10.3 Planning Issues

In an emergency, timely response, saving lives, and minimizing property damage are the primary goals. Following the initial response, disaster debris handling becomes important. A DDMP can be used to coordinate between emergency responders and County agencies that provide various services. Following the DDMP during and after an emergency is likely to allow for a speedier response and recovery and assist in reducing the financial impact. The DDMP supplements the EMP by elaborating on debris clearance and demolition activities. Following are issues the DDMP could address:

- Forecast of type and quantity of debris;
- Types of equipment required to manage debris;
- Description of critical local accessibility routes;
- Plan for public debris collection and removal and debris removal from private property;
- Plan for informing the public regarding debris handling;
- Health and safety requirements for emergency workers;
- List of environmental considerations and regulatory requirements;
- Temporary debris management sites and disposal locations, including any necessary permits or variances;
- Potential resources, such as contractors or County staff, and their responsibilities; and
- Plan for monitoring debris removal and disposal operations.

7.11 Electronic Waste

This section addresses disposal of electronic and electronic equipment waste, commonly referred to as “e-waste,” generated within the County.

7.11.1 Regulations and Guidelines

Electronic products contain heavy metals and other chemicals at hazardous levels that make them difficult to dispose of safely. The Electronic Product Recycling law (RCW 70A.500) requires manufacturers of computers, monitors, laptops, and portable computers to provide recycling services throughout the state at no cost to households, small businesses, small local governments, charities, and school districts. This law led to the E-Cycle Washington program developed by Ecology. Names and locations of collection sites can be obtained by calling 1-800-RECYCLE or going to www.ecyclewashington.org.

7.11.2 Current Practice

The E-Cycle Washington program allows for the collection and recycling of televisions, desktop computers, laptop computers, tablet computers, e-readers, portable video disc players, and computer monitors. However, peripherals such as keyboards, mice, and printers are not covered by the program. More than 330 collection sites (statewide) have been established since January 2009. In the first 5 years of its existence, E-Cycle Washington has collected more than 200 million pounds of discarded electronics. The County currently has 14 sites that accept electronic waste free of charge.

7.11.3 Planning Issues

Based on the E-Cycle Washington statistics, the statewide program is working well.

7.12 Junk Vehicles

This section addresses disposal of junk vehicles within the County.

7.12.1 Regulations and Guidelines

RCW 70.93.060 prohibits the abandonment of junk vehicles upon any property located in a county unincorporated area. Abandoned vehicles are also regulated under RCW 46.55, which establishes rules for removal and disposal of junk vehicles. If a junk vehicle is abandoned in violation of RCW 70.93.060, RCW 46.55.230 governs the vehicle’s removal, disposal, and sale, and the penalties that may be imposed against the registered owner of the vehicle.

7.12.2 Current Practice

The County does not accept any licensed vehicles for disposal at the landfills and transfer stations due to Washington State rules and regulations. Junk vehicles may be taken to an auto recycling center for disposal.

7.12.3 Planning Issues

Current junk vehicle waste management and disposal practices are generally adequate and should be maintained.

7.13 Litter and Illegal Dumping

This section addresses litter and illegal dumping within the County.

7.13.1 Regulations and Guidelines

The Waste Reduction, Recycling, and Model Litter Control Act, RCW 70.93, is the primary law that guides and directs litter programs in Washington State. Originally passed by the Washington State Legislature in 1971 as the Model Litter Control Act, the law was the first of its kind anywhere. Voters ratified the law in the 1972 general election as an alternative to beverage container deposits. Amendments in 1979 added a youth employment program and public awareness activities concerning recycling.

Concern over the litter problem increased in 1997, after which Ecology convened a Litter Task Force to examine the effectiveness of litter control in Washington State. The Litter Task Force made several recommendations for improving the existing system and moving toward a standard of zero litter. These recommendations formed the basis of the 1998 Litter Act (Second SHB 3058), amending RCW 70.93. The 1998 Litter Act included several changes. Most significantly, it put Ecology in a leadership role overseeing funds from the Waste Reduction, Recycling, and Litter Control Account.

7.13.2 Current Practice

Current practices for litter and illegal dumping vary in the County and are described below.

7.13.3 Litter

The County has a Litter Control Program in place. The program is funded with grant money from Ecology from a dedicated account, the Waste Reduction, Recycling, and Model Litter Control Account (RCW 70.93.180). Money is raised from a tax on industries whose products tend to contribute to the litter problem. In the budget that began July 1, 2013, funds were transferred from this dedicated account to State Parks to meet other state priorities. Beginning in 2008, half of the funds were redirected away from the litter grants; however, funding was fully restored in 2019.

The County program utilizes an adult corrections crew from the County Jail with litter picked up on County and municipal roadways, trails, parks, and properties.

7.13.4 Illegal Dumping

The Health District receives and investigates illegal dumping and nuisances throughout the County. Additional information regarding the Health District investigation and enforcement program can be found in Chapter 10.0 – Administration, Financing, and Enforcement.

7.13.5 Planning Issues

Currently, funding for the Countywide Litter Control Program comes from grant funding through Ecology. If funding is reduced, the County Litter Control Program will have to look to other funding sources or discontinue the program. In addition, funding for the Health Department enforcement program comes from grant funding from Ecology.

7.14 Mattresses

This section addresses mattress disposal within the County.

7.14.1 Regulations and Guidelines

Mattresses represent a small part of the waste stream, but can be problematic due to their bulk and size. There are currently no regulatory requirements directed at recycling or disposal of mattresses in the state.

7.14.2 Current Practice

Customers with mattresses are referred to the landfill and transfer stations for disposal.

7.14.3 Planning Issues

Current mattress waste management and disposal practices are generally adequate and should be maintained. Additional opportunities for recycling of mattresses should be considered if they become available, including EPR legislation to eliminate this bulky material from disposal in the landfills and to preserve valuable landfill space.

7.15 Petroleum-Contaminated Soils

This section addresses disposal of petroleum-contaminated soils (PCS) within the County.

7.15.1 Regulations and Guidelines

PCS can contain fuel oil, gasoline, diesel, or other volatile hydrocarbons in concentrations below dangerous waste levels, but greater than cleanup levels established by Ecology. Small amounts of PCS may be disposed of as solid waste in an approved landfill. Depending on the contamination levels, large amounts may need to be treated by a process that removes or destroys the contamination. Treatment processes include aeration, bioremediation, thermal stripping, and incineration.

7.15.2 Current Practice

The County refers PCS to the WM Kennewick Transfer Station and the Horn Rapids Landfill for disposal. The Health District monitors acceptance and disposal of PCS at the landfill. The transfer station in Kennewick also accepts PCS for export to the regional landfills for disposal.

7.15.3 Planning Issues

Current management and disposal practices are generally adequate to handle the volume of PCS generated within the County.

7.16 Pharmaceuticals

This section addresses disposal of pharmaceuticals within the County.

7.16.1 Regulations and Guidelines

Generally, two types of pharmaceuticals are of interest to County waste management: (1) controlled substances (prescription drugs and illegal drugs) and (2) over-the-counter, nonprescription substances (e.g., aspirin, vitamins, other health supplements, cold medicines). Controlled substances are covered by their own regulations, which do not address disposal other than to prevent their reuse. Over-the-counter substances are not specifically addressed by solid waste regulations.

7.16.2 Current Practice

RCW 69.48, The Drug Take-Back Program created a unified, statewide medications return program for the collection of covered drugs in 2020. Administered by the Washington State Department of Health and funded by pharmaceutical producers, Washington State's Drug Take-Back Program became the first statewide EPR program for residential medications in the nation. A list of drop-off locations is available online at:

https://medtakebackwashington.org/).

The County encourages people to give pharmaceutical waste to community drug take-back programs to provide proper disposal rather than mixing it with trash. The Costco pharmacy and Kennewick Police Department offer drug-take back programs that can be utilized.

7.16.3 Planning Issues

Currently, the EPA lists pharmaceuticals and personal care products as "contaminants of emerging concern." For household pharmaceuticals, the EPA's interim recommendation is to not flush medications to the sewer or septic tank. Rather, the EPA recommends that residents double-bag medications and place them directly into exterior garbage cans to avoid children or pets accessing them.

Current pharmaceutical waste management and disposal practices are generally adequate.

7.17 Street Sweepings/Vactor Waste

This section addresses disposal of wastes generated from maintaining paved areas within the County.

7.17.1 Regulations and Guidelines

Street sweepings and vactor wastes may be contaminated with a variety of materials, depending on the locale, unauthorized or accidental discharges, and frequency of cleaning. Both street sweepings and vactor waste may contain small amounts of petroleum hydrocarbons from motor oil that leaks from vehicles traveling on public streets. Currently, vactor wastes can be classified as clean fill, solid waste, or dangerous wastes, depending upon the level of contamination.

7.17.2 Current Practice

Street sweepings and vactor waste collected at the West Richland, Richland, and Kennewick decant facilities are routinely tested for Model Toxics Control Act levels. Kennewick disposes of the material at their Inert Landfill, Richland utilizes the material as an alternate cover for the landfill, and West Richland uses it for fill material on various city projects. Prosser also disposes of street sweepings in their Inert Landfill.

7.17.3 Planning Issues

Current waste management and disposal practices for street sweepings and vactor waste are generally adequate.

7.18 Tires

This section addresses tire disposal within the County.

7.18.1 Regulations and Guidelines

WAC 173-350-100 defines waste tires as any tires that are no longer suitable for their original intended purpose because of wear, damage, or defect. WAC 173-350-350 imposes restrictions on outdoor piles of more than 800 tires.

7.18.2 Current Practice

Many tire shops and auto repair shops recycle the tires they replace (typically for a fee). Waste tires are also accepted at the Kennewick Transfer Station and Horns Rapid Landfill for a fee.

7.18.3 Planning Issues

Recycling and disposal practices for tires are generally adequate. The areas of primary concern are large tire stockpiles, loads of tires that are illegally dumped on public or private property, and small quantities of tires stored by residents and businesses for disposal at some indeterminate future date.

7.19 Needs and Opportunities

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

7.20 Alternatives and Evaluations

Existing service gaps and other issues connected to the special waste component of solid waste management are discussed below.

7.20.1 General Alternatives

Collection programs may be required or desired in the future for materials that cannot be fully anticipated at this time. As these needs arise or are identified, options should be evaluated and feasible cost-effective solutions implemented, as necessary. Possible steps that could be taken include the following:

- **Increased education**: Additional education for generators who are the sources of the waste stream could be conducted to promote safe handling and disposal practices.
- **Collection programs**: Additional or new collection programs could be developed or existing ones expanded to include additional materials or sources.
- **Product stewardship**: New product stewardship programs could be considered or supported to address specific waste materials.

7.20.2 Construction and Demolition Debris Alternatives

There are currently few opportunities for C&D recycling, although specific types of C&D materials (e.g., clean wood, cardboard, metals, and reusable building materials) can be diverted to various recovery operations. In general, reuse and recycling options for C&D wastes could include:

- **Salvage for on-site and off-site reuse**: This option generally applies to demolition projects, although a small amount of reusable materials and products is also generated at construction sites. To be effective, salvaging requires pre-demolition removal of reusable materials and hence requires some additional time and steps in a project's schedule. Off-site reuse could be accomplished through a variety of means, including reuse stores and private efforts.
- **On-site crushing and grinding for reuse and recycling**: This generally applies to concrete and asphalt, which could be crushed to serve as road base or replace other basic materials, although in some cases wood and other materials could also be handled on-site.
- **Source separation for off-site processing**: Source separation at C&D sites could allow recycling of wood, cardboard, and other materials.
- **Mixed C&D processing off-site**: This option would require a significant investment in one or more facilities that are properly equipped and operated to process and market C&D waste.
- **Central site for recycling and reuse**: An ideal option could be a facility, or a series of local facilities, that combine reuse and recycling as appropriate for the material. These facilities could sell salvaged products (e.g., doors, windows, and cabinets), as well as crush or grind other materials (e.g., concrete and wood) for use as aggregate or hog fuel.
- **Collection depots at transfer and disposal facilities**: Collection containers for reusable and/or recyclable C&D materials at solid waste facilities could allow these materials to be transferred to a central processing or salvage facility. Transportation costs can be a significant barrier, however, since the recovered materials typically have only a low monetary value.

The County could partner with the Benton Habitat for Humanity ReStore to salvage and divert recyclable materials received at transfer stations. Materials that could be recycled and resold through the Habitat for Humanity ReStore could be set aside for pickup, or customers could be redirected to the Habitat for Humanity ReStore.

Contractors and homeowners could benefit from more information about the potentially hazardous materials that can be uncovered during demolition activities. Information could include proper handling and disposal as well as the potential health impacts. Disposers of C&D waste can most easily identify potential hazards if they separate their demolished waste. Others can learn about the hazards they are exposing themselves to with County-provided brochures. Contractors and homeowners could be given a brochure when they apply for a permit.

7.20.3 Disaster Debris Management Alternatives

The Benton County Department of Public Works, Solid Waste Division, could coordinate with the Benton County Emergency Management Department to determine details regarding debris removal and disposal activities that could provide better guidance for disaster debris management activities and preparedness. A portion of the details should describe critical lines of communication related to debris removal and disposal. This would facilitate a quicker response and reduce the number of decisions that need to be made during a disaster while the extent of damage and possible options for addressing them were being assessed. Any revisions to the EMP would best be done on the normal schedule for updating this document.

The County can develop a separate DDMP. In this case, both the EMP and a DDMP together would be used for guidance in the event of a disaster. The DDMP could either be a separate plan or be added as an appendix to the EMP. The DDMP could provide the detail for critical lines of communication specific to debris management activities, identify disasters that would most likely impact the solid waste system and the type of debris that would be generated from each one, address the need for temporary staging areas including potential locations, contain forms and brochures that could be easily modified for use in such an event, and have identified reuse/recycle activities that would minimize disposal at landfills. The level of detail for this DDMP could range from simple plans consisting largely of checklists and an outline of procedures to more complex plans that would be reviewed and approved by FEMA.

7.21 Recommended Actions

The following options were selected by the SWAC for recommended implementation:

MW1) Continue to dispose of miscellaneous wastes through a cooperative effort with the Health District, waste haulers, transfer stations, landfills, the County, and Ecology.

MW2) Promote proper reuse, recycling, and disposal of C&D wastes.

MW3) Partner with private organizations such as the Benton Habitat for Humanity ReStore to promote recycling and reuse of C&D wastes and building materials.

MW4) Develop an internal plan for handling disaster debris, in coordination with the Benton County Emergency Management Department.

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CHAPTER 8.0 MODERATE-RISK WASTE

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8.0 Moderate-Risk Waste

8.1 Introduction

This chapter discusses programs for MRW, identifies relevant planning issues, and develops and evaluates alternative strategies.

8.2 Background

This section provides a summary of MRW definitions, regulations and guidance, and Benton County MRW facilities.

8.2.1 Definitions

MRW refers to materials that have the characteristics of and pose the same risks as hazardous wastes: they are flammable, corrosive, toxic, and/or reactive. State and federal laws do not regulate these wastes as hazardous wastes due to their relatively small quantities. MRW is regulated by WAC 173-350-360 under the authority of RCW 70A.300 and RCW 70A.205. MRW is defined as solid waste that is limited to conditionally exempt Small-Quantity Generators (SQGs) waste and HHW.

8.2.1.1 HOUSEHOLD HAZARDOUS WASTE

The Hazardous Household Substances List developed by Ecology is shown in Table 8-1. When generated in a residence, these products become HHW when discarded.

8.2.1.2 SMALL QUANTITY GENERATOR WASTE

Many businesses and institutions produce small quantities of hazardous wastes; the list is the same as for HHW (see Table 8-1). SQGs produce hazardous waste at rates of less than 220 pounds per month or per batch (or 2.2 pounds per month or per batch of extremely hazardous waste) and accumulate less than 2,200 pounds of hazardous waste on site (or 22 pounds of extremely hazardous waste). Extremely hazardous wastes include certain pesticides and other poisons that are more toxic and pose greater risks than other HHW. SQGs are conditionally exempt from state and federal regulation, meaning that they are exempt only as long as they properly manage and dispose of their wastes.

Table 8-1. Hazardous Household Substances List

Substance or Class of Substance	Flammable	Toxic	Corrosive	Reactive
Group 1: Repair and Remodeling				
Adhesives, Glues, and Cements	x	x		
Roof Coatings and Sealants		x		
Caulking and Sealants		X		
Epoxy Resins	X	X		X
Solvent-Based Paints	X	X		

Table 8-1. Hazardous Household Substances List				
Substance or Class of Substance	**Flammable**	**Toxic**	**Corrosive**	**Reactive**
Solvents and Thinners	X	X	X	X
Paint Removers and Strippers		X	X	
Group 2: Cleaning Agents				
Oven Cleaners		X	X	
Degreasers and Spot Removers	X	X	X	
Toilet, Drain, and Septic Cleaners		X	X	
Polishes, Waxes, and Strippers	X	X	X	
Deck, Patio, and Chimney Cleaners	X	X	X	
Solvent Cleaning Fluid	X	X	X	X
Household Bleach (>8% solution)			X	
Group 3: Pesticides				
Insecticides	X	X		
Fungicides		X		
Rodenticides		X		
Molluscides		X		
Wood Preservatives		X		
Moss Retardants		X	X	
Herbicides		X		
Fertilizers		X	X	X
Group 4: Auto, Boat, and Equipment Maintenance				
Batteries		X	X	X
Waxes and Cleaners	X	X	X	
Paints, Solvents, and Cleaners	X	X	X	X
Additives	X	X	X	X
Gasoline	X	X	X	X
Flushes	X	X	X	X
Auto Repair Materials	X	X		
Motor Oil		X		
Diesel Oil	X	X		
Antifreeze		X		
Group 5: Hobby and Recreation				
Paints, Thinners, and Solvents	X	X	X	X
Chemicals (including Photo and Pool)	X	X	X	X
Glues and Cements	X	X	X	
Inks and Dyes	X	X		
Glazes		X		

Table 8-1. Hazardous Household Substances List				
Substance or Class of Substance	**Flammable**	**Toxic**	**Corrosive**	**Reactive**
Chemistry Sets	X	X	X	X
Pressurized Bottled Gas	X	X		X
White Gas	X	X		X
Charcoal Lighter Fluid	X	X		
Batteries		X	X	X
Group 6: Persistent Bioaccumulative Toxins				
Mercury-Containing Products		X	X	
Lead-Containing Products		X		
E-Waste		X		
Polycyclic Aromatic Hydrocarbons		X		
Polychlorinated Biphenyl		X		
Group 7: Miscellaneous				
Ammunition	X	X	X	X
Asbestos		X		
Fireworks	X	X	X	X
Marine Aerial Flares	X	X		
Pharmaceuticals		X		
Non-Controlled Substances		X		
Sharps		X		
Personal Care Products	X	X	X	

Source: Guidelines for Developing and Updating Local Hazardous Waste Plans - Appendix F, Ecology, 2010. https://fortress.wa.gov/ecy/publications/documents/1007006.pdf

8.2.2 Regulations and Guidance

MRW is primarily regulated by state and federal laws that govern proper handling and disposal of these wastes. A review of the recent regulatory changes affecting solid wastes and MRW is provided in Chapter 1.0 – Background, and the relevant details for MRW are repeated below.

8.2.2.1 MOVING WASHINGTON BEYOND WASTE AND TOXICS PLAN

Ecology released an updated waste and toxics reduction plan in 2021. Moving Washington Beyond Waste and Toxics focuses on reducing waste and toxics by adopting a sustainable materials management approach, which is also used by the EPA. This approach looks at the full life cycle of materials from design and manufacturing, through use, to disposal or recycling. The EPA believes that a sustainable materials management approach can help identify more sustainable ways to produce products that are less impactful to the environment. The vision of Moving Washington Beyond Waste and Toxics is as follows:

> *We can transition to a society where waste is viewed as inefficient, and where most wastes and toxic substances have been eliminated. This will contribute to economic, social and environmental vitality.*

One of the five sections of the Moving Washington Beyond Waste and Toxics plan is titled "Managing Hazardous Waste and Materials." The background information for this initiative explains that perhaps as little as 1 percent of SQG waste is properly managed on a statewide basis. For HHW, only about 16 percent (statewide) is estimated to be collected through local programs. The Moving Washington Beyond Waste and Toxics plan provides the following goals pertaining to MRW:

- Until toxic substances are phased out of products and use of hazardous materials declines, MRW collection will be maximized (GOAL HWM 11).
- MRW locations and programs will provide increased services for residents, businesses, and underserved communities (GOAL HWM 12).
- Facilities that collect MRW will be properly permitted (if required) and in compliance with applicable laws and rules (GOAL HWM 13).

8.2.2.2 HAZARDOUS WASTE MANAGEMENT ACT (RCW 70A.300)

The Hazardous Waste Management Act establishes requirements for state and local hazardous waste management plans, rules for hazardous waste generation and handling, criteria for siting hazardous waste management facilities, and local zoning designations that permit hazardous waste management facilities. The Hazardous Waste Management Act also establishes waste management priorities for hazardous wastes. In order of decreasing priority, the management priorities are:

- Waste reduction;
- Waste recycling;
- Physical, chemical, and biological treatment;
- Incineration;
- Solidification/stabilization/treatment; and
- Landfill.

The waste hierarchy is a key element in determining compliance of this Plan with state requirements.

Rules implementing the Hazardous Waste Management Act are codified in the Dangerous Waste Regulations (WAC 173-303). This regulation defines dangerous waste materials and establishes minimum handling requirements. State rules specifically exclude HHW and SQG wastes from Dangerous Waste Regulations, which have been amended several times over the years—most recently in 2014. The 2014 amendments allow mercury-containing equipment to be managed as a universal waste, require recyclers and used oil processors to develop closure plans and meet financial responsibility requirements, and provide several other changes and updates.

8.2.2.3 USED OIL

Washington State law (RCW 70A.205) requires local governments to manage used oil in conjunction with their MRW programs and to submit annual reports to Ecology.

8.2.2.4 MERCURY-CONTAINING LIGHTS PRODUCT STEWARDSHIP PROGRAM

Washington State rules (WAC 173-910) established a product stewardship program for mercury-containing lights. Producers of mercury-containing lights sold for residential use must finance and participate in the stewardship program. Counties can choose to have a collection site at their facilities, and retailers can also be designated collection sites for spent mercury-containing lights. Product stewardship program participants that accept mercury-containing light can be found at:

https://www.lightrecycle.org/collection-site-locator/

Additional information on Mercury-Containing Lights Product Stewardship can be found in Chapter 5.0 – Waste Reduction, Recycling, and Education and Outreach.

8.2.2.5 PAINT STEWARDSHIP

In 2019, SHB 1652 was approved by the state legislature to require producers of architectural paints sold in Washington State to participate in an approved paint stewardship program. PaintCare is the manufacturer's stewardship organization that operates the statewide recycling program. Benton County MRW Facility, Miller Paint, Rodda Paint, and Sherwin-Williams, located in Kennewick, are current participants in the statewide PaintCare recycling program and accept up to 20 gallons of latex and oil-based paint per visit from both households and businesses.

8.2.3 Benton County MRW Facility

The previous MRW Facility utilized by the County was lost in a fire in 2010. Prior to construction of a new facility, the County provided HHW collection events for County residents and eligible businesses. The most recent HHW collection event was provided in 2023.

In 2012, a feasibility study identified the existing County Road Maintenance Shops located at 1709 South Ely Street in Kennewick as a potential site for a new MRW Facility. The County determined that the existing County Road Maintenance Shops would be retrofitted for use as a permanent MRW Facility to replace the HHW collection events described above.

The MRW Facility (see Figure 8-1) was developed by retrofitting portions of the former County Road Maintenance Shops and office area (approximately 3,550 square feet). The remaining areas on the south end of the site, formerly vehicle maintenance bays, may be used for general storage but may not be used for MRW operations or storage.

The cost for construction of the new MRW Facility is estimated at $1.2 million with contributions from Benton County, cities and towns, and grant funding from Ecology. Operations of the facility will be funded with a combination of grant funds and Benton County tipping fee revenues. The new MRW Facility is scheduled to open in late 2023.

Figure 8-1. Benton County MRW Facility

8.3 Moderate-Risk Waste Generation

RCW 70A.300(1)(a) requires local governments to prepare hazardous waste management plans that contain an assessment of the quantities, types, generators, and fates of hazardous waste in each jurisdiction. This Plan serves to compile that data for Benton County, and this chapter focuses on the MRW associated with HHW and SQG aspects/quantities of hazardous waste. The quantities, types, and fates of MRW in Benton County are described in Section 8.4. The following subsections focus on the generators of this waste in Benton County.

8.3.1 Hazardous Waste Inventory

The following information helps provide an inventory of hazardous waste management in Benton County by addressing dangerous waste generators (i.e., large-quantity generators), contaminated sites, transporters and processing facilities, and locations where hazardous waste facilities can be sited (“zone designations”).

8.3.1.1 DANGEROUS WASTE GENERATORS

Ecology records (latest data as of December 2021) show that 104 businesses and institutions in Benton County are registered as hazardous waste generators and reported the generation of waste. Nineteen businesses and institutions in Benton County that are registered with the EPA or have state identification numbers did not report generating hazardous waste in 2021.

8.3.1.2 REMEDIAL ACTION SITES

Ecology’s list of confirmed and suspected contaminated sites in Benton County can be found at:

https://apps.ecology.wa.gov/cleanupsearch/reports/cleanup/contaminated

As of November 2022, there were 94 of these sites identified in Benton County.

8.3.1.3 HAZARDOUS WASTE SERVICES (TRANSPORTERS AND FACILITIES)

Multiple private companies provide transportation and disposal services for a wide range of materials. The current list of these companies can be found at:

https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Dangerous-waste-guidance/Dispose-recycle-or-treat/Hiring-a-contractor

8.3.2 Inventory of Moderate-Risk Waste Generators

As stated above, MRW generators include HHW from local residents as well as SQG from local businesses and institutions. For residential sources in particular, products may be stored for several years before the resident determines that the material is no longer useful and takes it to an MRW facility. In addition, although quantities and types of MRW collected and shipped are tracked, it is unknown how many residents are recycling or disposing of wastes through drop-off programs and private collection services.

8.4 Existing Conditions

This section describes existing programs to manage MRW in Benton County.

8.4.1 Current Moderate-Risk Waste and Oil Programs

8.4.1.1 MRW COLLECTION

MRW in Benton County has been primarily collected through collection events and drop-off programs. With the opening of the County MRW Facility in 2023, the following are available drop-off programs active in the County, including:

- The County MRW Facility located at 1709 South Ely Street, Kennewick, will accept hazardous wastes from households at no charge. Hours of operation and SQG waste acceptance will be addressed by the County upon opening of the facility.
- Approximately 13 locations throughout the County accept used motor oil for recycling.
- Electronic waste is accepted through the E-Cycle Washington program. Additional information on this program can be found in Chapter 6.0 – Miscellaneous Wastes.
- Mercury-containing lights are accepted through the LightRecycle program.
- Paint is accepted through the PaintCare recycling program.
- The WSDA conducts agricultural chemical waste collection events in Eastern Washington on an as-needed basis. Participants must sign up in advance to bring in wastes, but there is no cost to participate.
- SQGs and large-quantity generators use the services of private companies that collect specific types of wastes, but little information is available on the amounts collected in this manner.

- Hazardous waste generated by the Hanford site is excluded from the planning area.

The County provides the following website to assist in finding HHW disposal and recycling options:

https://www.co.benton.wa.us/pview.aspx?id=7666&catID=0

8.4.1.2 PROCESSING, TRANSPORT, AND DISPOSAL

MRW has traditionally been processed, transported, and disposed of through collection events to be shipped off-site for recycling or disposal according to its Washington State Department of Transportation hazard classification (flammable, toxic, acid, corrosive, or reactive). MRW collected at these events is shipped to licensed hazardous waste treatment, storage, and/or disposal facilities. Table 8-2 provides the quantities of MRW processed, transported, and disposed of through collection events in 2019, 2021 and 2022.

Table 8-2. MRW Collection Event Quantities Shipped (in pounds)

Waste Type	2019	2021	2022
Acids	300	1,707	2,060
Antifreeze	1,166	2,850	6,264
Aerosols	1,200	6,812	4,483
Oil (All types)	73	7,013	1,462
Flammable Gas	2	1,817	46
Flammable Liquids	4,266	40,033	46,601
Flammable Solids	14	17	51
Oxidizers	123	496	235
Mercury (All types)	6	179	5
Paint – Oil-Based	5,796	0	0
Pesticide/Poison	10,950	4,104	4,650
Water Reactives	29	279	80
Batteries (All types)	1,896	5,094	2,950
Other Materials/Non-Regulated	1,845	10.328	2,654
TOTAL (in pounds)	**27,666**	**80,729**	**71,541**

8.4.1.3 COMPLIANCE AND ENFORCEMENT

Compliance issues are handled by the Health District, which responds to complaints and other problems as they are identified. The Health District receives LSWFA grant funding for this purpose.

8.5 Status of Previous Recommendations

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

8.6 Alternatives and Evaluations

There are generally five components for local MRW management programs: two that address educational efforts and three that help fulfill the mandate to prepare a "program to manage moderate-risk waste" (RCW 70.105.220(1)(a)). These five elements are as follows:

- Public education program;
- Technical assistance program for businesses;
- Collection program for HHW and used oil;
- Collection program for business wastes; and
- A plan or program to ensure compliance by SQG and others.

The existing service gaps and other issues connected to these components are discussed below.

8.6.1 Public Education

HHW outreach efforts will be enhanced and increased, including distribution of flyers to households and businesses, at County facilities, and on the County websites. The County will utilize flyers/handouts available from Ecology and the Washington Toxic Coalition to distribute information to residents and businesses about MRW generation and proper disposal techniques. These efforts will be continued on an ongoing basis to reach new residents.

In addition, incorporation of the message into other programs that also benefit from HHW management could be considered. Other programs that have common objectives include programs that deal with storm water, ground water, municipal wastewater treatment, and on-site sewage system. Other facilities should also be participating in HHW messaging education, including the Horn Rapids Landfill and the privately owned and operated transfer station and drop-box sites. By coordinating messaging with other resource protection and waste management programs, the message is repeated, and attention will be focused on multiple benefits of the higher-priority management practices. This coordination effort could be handled by existing County staff in conjunction with current and future promotion and educational activities (as described in Chapter 5.0 – Waste Reduction, Recycling, and Education and Outreach).

8.6.2 Business Technical Assistance

Benton County is not currently providing technical assistance and education to businesses about SQG waste handling and disposal. The level of expertise required to effectively assist many businesses would require significant training for specific types of businesses and is better handled at the state level.

8.6.3 Household Collection

Household collection will be provided through the County MRW Facility scheduled to open in 2023. Other opportunities for HHW management are provided through statewide programs such as PaintCare, LightRecycle Washington, and E-Cycle Washington.

8.6.4 Business Collection

The County is considering the implementation of a program that would offer small businesses the opportunity to bring their wastes to the MRW Facility for proper handling and disposal. Currently, businesses (SQGs) rely on County MRW collection events for recycling and disposal of MRW materials. An alternative for handling business MRW is to charge SQGs to use the MRW Facility, as is done in most other Washington counties. The imposition of fees my cause some of the SQGs to dispose of their MRW by mixing it in with their solid waste or disposing of it in other undesirable ways, which creates human safety issues and/or environmental damage.

8.6.5 Compliance and Enforcement

Compliance and enforcement are currently being conducted on an as-needed basis, and there are no known issues with this approach.

8.6.6 Moderate-Risk Waste Plan Preparation

RCW 70A.300 requires local governments to prepare hazardous waste plans. The County has incorporated the hazardous waste plan update process into the Benton County Solid Waste Management Plan update process to maintain compliance with the rule.

8.7 Recommended Actions

The following recommendations are being made for moderate-risk waste:

MRW1) Enhance the public education and outreach program for handling of MRW waste for households. Cross-sector avenues to enhance coordination with other County departments and waste handling and disposal facilities should be considered.

MRW2) Consider options for handling of SQG waste with the opening of the County MRW Facility. Consideration should be given to implementation of potential fees for handling SQG waste to offset costs, educational efforts needed to implement, environmental concerns, and operational adjustments to the MRW Facility.

MRW3) Continue to coordinate the schedule and process for updating the MRW Plan with the solid waste management plan (as is the current practice).

CHAPTER 9.0 ENERGY RECOVERY

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9.0 Energy Recovery

9.1 Introduction

This chapter addresses emerging technologies in energy recovery that increase solid waste diversion and decrease disposal.

9.2 Background

Waste processing and conversion technology options can be grouped into the following main technology classes:

- Thermal Technologies
  - Direct Combustion (various forms of traditional waste-to-energy)
  - Gasification
  - Plasma Arc Gasification
  - Pyrolysis
- Biological Technologies
  - Aerobic Composting
  - Anaerobic Digestion with biogas production for electricity or fuel generation
- Chemical Technologies
  - Hydrolysis
  - Catalytic and Thermal Depolymerization
- Mechanical Technologies
  - Autoclave/Steam Classification
  - Advanced Materials Recovery
  - Refuse-Derived Fuel Production

Figure 9-1. City of Spokane Waste-to-Energy Plant

There are also waste conversion technologies that are a combination of two or more technology classes. For example, mechanical and biological treatment technologies combine mechanical separation and treatment with biological processing, while waste-to-fuel technologies combine mechanical pre-processing with thermal and chemical conversion processes.

9.3 Existing Conditions

As discussed in Chapter 4.0 – Waste Transfer and Disposal, MSW from the County is disposed of at multiple landfill facilities including the Horn Rapids Landfill located in the

County, Waste Management's Columbia Ridge Landfill in Gillam County, Oregon, and the Waste Connections' Finley Buttes Landfill in Morrow County, Oregon.

The Horn Rapids Landfill currently flares landfill gas collected but has an approved facility project with Pine Creek RNG to recover, clean, and reuse the gas collected through an agreement with Cascade Natural Gas.

The Columbia Ridge Landfill manages landfill gas to generate renewable energy, reduce emissions, and prevent odor. The landfill gas collection system collects 9,400 cubic feet per minute of landfill gas through more than 100 wells. A portion of the gas is sent to an on-site energy plant, with the remaining gas managed by flares per federal requirements. The energy plant at Columbia Ridge uses landfill gas to generate renewable energy. Gas collected from the landfill powers 12 engines, which produce 12.8 megawatts (MW) of electricity—enough to power 12,500 homes in Seattle through an agreement with the City of Seattle. Columbia Ridge is also home to 90 wind turbines with the capacity to generate 150 MW of power.

The Finley Buttes Landfill recovers energy through an installed gas collection and recovery system on the landfill site. This system allows for the sale of 25 million kilowatts per year to Pacific Corp and also provides a heat equivalent of 45,000 therms to Cascade Specialties, a local food processing plant.

Energy recovery from MSW should remain a continuing consideration for the County.

9.4 Status of Previous Recommendations

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

9.5 Alternatives and Evaluations

Existing service gaps and other issues connected to the energy recovery component of solid waste management are discussed below.

9.5.1 Energy Recovery Needs

The County's waste stream is relatively small for energy recovery and would not economically support the high capital expenditures required for facility construction of waste processing and conversion technology alternatives when compared to the existing disposal program.

As an example, the 2022 MSW tipping fee at the City of Spokane Waste-To-Energy Facility is $117.16 per ton. In comparison, the 2022 MSW tipping fee at Waste Management's Kennewick Transfer Station is $48.92 per ton, the Basin Disposal Transfer Station in Prosser is $18.00 per yard, and the City of Richland Horn Rapids Landfill is $51.10 per ton for Richland residents and $76.15 for non-residents.

Ample landfill capacity is currently available at the Columbia Ridge Landfill, Finley Buttes Landfill, and Horn Rapids Landfill for County waste. Detailed information regarding landfill disposal is included in Chapter 4.0 – Waste Transfer and Disposal.

9.6 Recommended Actions

The following recommendation is made for energy recovery:

ER1) The County will monitor developments and progress in waste processing and conversion technologies in the event that current conditions change.

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CHAPTER 10.0 ADMINISTRATION, FINANCING, AND ENFORCEMENT

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10.0 Administration, Financing, and Enforcement

10.1 Introduction

This chapter addresses the administrative, financing, and enforcement activities related to solid waste.

10.2 Background

The County, cities, towns, and several other organizations and agencies are responsible for providing enforcement of federal, state, and local laws and regulations that guide the planning, operation, and maintenance of the region's solid waste management system. This local enforcement authority ensures that the County system meets applicable standards for the protection of human health and environmental quality in the region.

10.3 Existing Conditions

Administrative responsibility for solid waste handling systems in the County is currently divided among several agencies and jurisdictions in local, county, and state governments. Each organization involved in the County solid waste management system is described below.

10.3.1 Benton County Public Works Department - Solid Waste Division

The Washington State Solid Waste Management Act, RCW 70A.205, assigns local government the primary responsibility for managing solid waste. Solid waste handling, as defined in RCW 70A.205, includes the "management, storage, collection, transportation, treatment, utilization, processing, and final disposal of solid wastes, including the recovery and recycling of materials from solid wastes, the recovery of energy resources from solid wastes or the conversion of the energy in solid wastes to more useful forms or combinations thereof."

RCW 36.58 authorizes the County to develop, own, and operate solid waste handling facilities in unincorporated areas or to accomplish these activities by contracting with private firms. The County also has the authority and responsibility to prepare comprehensive solid waste management plans for unincorporated areas and for jurisdictions that agree to participate with the County in the planning process.

The County has entered into interlocal agreements with all incorporated cities and towns prior to starting the Plan review, update, and adoption process. These agreements address the Plan participation and can be found in Appendix A.

The County exercises its solid waste responsibilities through the Benton County Public Works Department - Solid Waste Division. The specific administrative functions performed include the following:

- Administering, staffing, and operating the MRW Facility.
- Administering and staffing public education programs for waste reduction and recycling.

- Administering contracts.
- Maintaining the Plan as adopted in relation to public health, safety, and sanitation and providing regulations to govern the storage, collection, transfer, transportation, processing, use, and final disposal of solid waste by all persons in the County.
- Providing staff support for the SWAC.

Figure 10-1 illustrates the County Public Works - Solid Waste organizational structure. County Public Works - Solid Waste is staffed by three full-time employees who handle MRW Facility operations and one part-time employee who handles program coordination, education, and outreach activities.

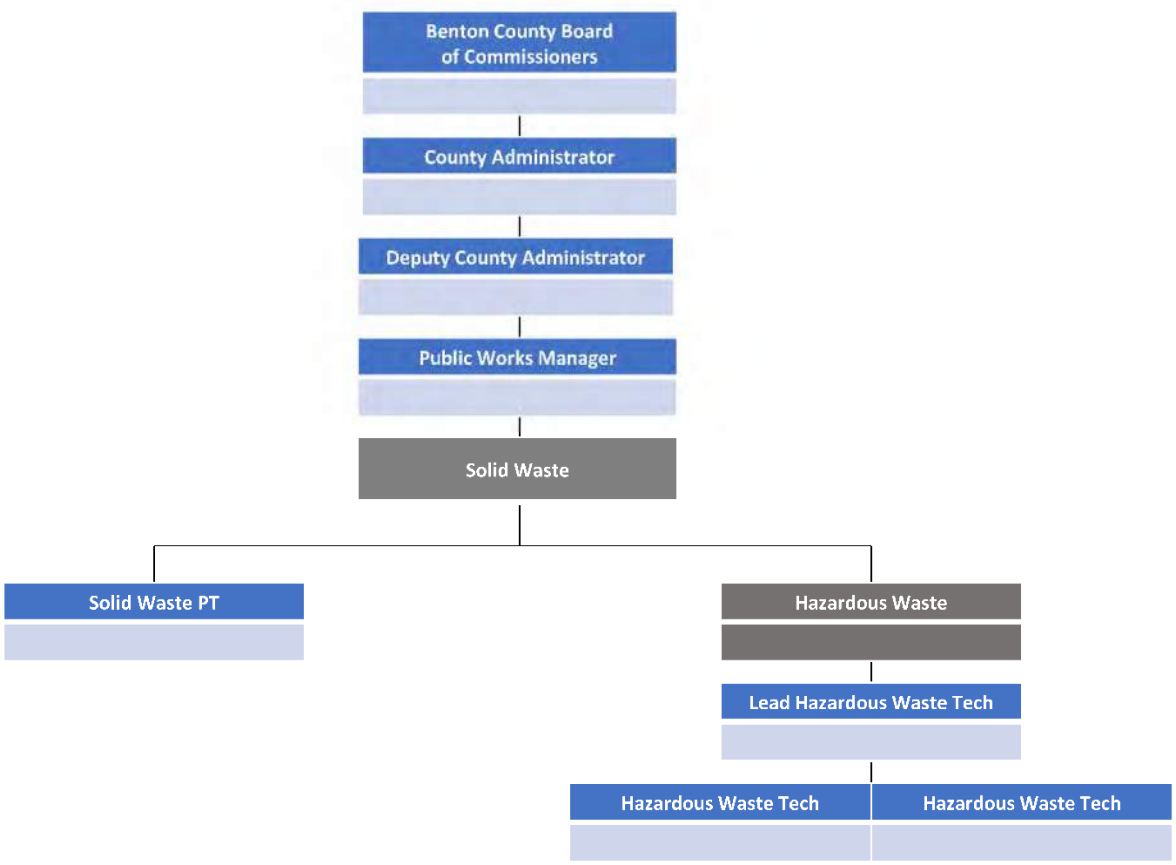

Figure 10-1. Benton County Public Works Department - Solid Waste Organizational Structure

The County Public Works - Solid Waste Fund is funded by the fees collected through the Interlocal Agreements between the County and cities and towns and through Resolution 97-082 and County Ordinance No. 93-056, which provide for a fee assessed on waste collection companies in the amount of 4.5 percent of the annual gross revenues for those collection companies operating in the unincorporated areas of the County. The County also receives grant monies from Ecology for solid waste management planning activities,

litter cleanup, and pilot projects. Table 10-1 shows the actual revenues and expenses for fiscal years 2019 through 2020 and for fiscal years 2021 through 2022.

Table 10-1. Benton County Solid Waste Financial Information

	1/1/2019 – 12/31/2020 Actual	1/1/2021 – 12/31/2022 Actual
Revenues		
Pollution Control & Remediation Services	$536,338	$474,552
Solid Waste Services	$50,965	0
Grant Revenues	$170,032	$747,053
Other Miscellaneous Revenues	$179,009	0
Other Non-Revenues	$15,731	$2,990
Total Revenues	**$952,075**	**$1,224,595**
Expenses		
Personnel	$4,196	0
Supplies	$8,359	$1,228
Services	$273,481	$353,884
Interfund Payments	$45,851	$63,278
Capital Expenses	$106,483	$1,093,119
Total Expenses	**$438,370**	**$1,511,509**
Total Balance/(Deficiency)	**$513,705**	**($286,914)**

10.3.2 Benton County Solid Waste Advisory Committee

Per RCW 70A.200, the Board of County Commissioners has appointed the SWAC to help develop solid waste handling programs and policies. The SWAC members are appointed through the Interlocal Agreements between the County and cities and towns, with additional members representing other interested groups appointed directly by the Board of County Commissioners. The SWAC consists of a minimum of nine members and a maximum of 12 members, each with one vote, and membership is outlined in the bylaws to include citizens, public interest groups, businesses, the waste management industry, agriculture, and local elected officials. Additional information regarding the SWAC By-laws can be found in Appendix C.

10.3.3 Incorporated Cities

RCW 35.21.152 empowers cities to develop, own, and operate solid waste handling systems and to provide for solid waste collection services within their jurisdictions. There are seven incorporated cities and towns in Benton County.

One municipality (City of Richland) operates their own collection program, with four private haulers operating within the County boundary and in individual cities and towns as contracted. The City of Richland collection program is operated within the city

boundaries, as adjusted periodically by annexations. The private haulers operate in the unincorporated areas and in the other municipalities. Fees charged for the service cover the expenses of the system, although some cities also charge a “utility tax” that assists in funding other city functions. Detailed information about collection in individual cities is included in Chapter 3.0 – Solid Waste Collection.

10.3.4 Benton Franklin Health District

The Benton Franklin Health District (Health District) works with the public, cities, counties, and state agencies to develop and implement plans for the safe storage, collection, transportation, and final disposal of solid waste. The Health District works to ensure compliance with RCW 70A.205 and WAC 173-304 - Minimum Functional Standards for Solid Waste Facilities. The Health District is responsible for the following:

- Permitting solid waste facilities operating in Benton County.
- Ensuring that permits are consistent with the Plan, local ordinances, and appropriate Washington state and federal regulations.
- Oversight of existing permitted facilities.
- Responding to complaints regarding improper storage and disposal of solid waste.
- Investigating illegal dumping and non-permitted dump sites.

Solid waste facility permits are required in accordance with WAC 173-303, 173-350, and 173-351. Facilities are required to obtain solid waste handling permits from the Health District.

The State Environmental Policy Act (SEPA), RCW 43.21C, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. In order to determine if an EIS is necessary, an environmental checklist must be completed. For this planning document, a SEPA checklist has been completed and is included as Appendix F.

Applicants for new solid waste permits within the County will notify the Health District. The applicant will submit a permit application and a SEPA checklist to the Health District, which forwards such applications to the Benton County Public Works Department - Solid Waste Division.

The County Public Works - Solid Waste will then request a meeting of the SWAC for the purpose of reviewing the permit application for conformance to the Plan. The SWAC will review the documents and will return its findings to the Health District, which will consider and include those findings in its final decision.

The Health District will forward such findings and comments, along with the SEPA checklist and permit application, to the Benton Franklin County Board of Health. Final approval or disapproval of the application shall rest with the Health District, which shall issue its approval/disapproval of the application within 90 days after its receipt, pursuant to RCW 70A.205.

10.3.5 Washington State Department of Ecology

RCW 70A.205 provides for a comprehensive, statewide solid waste management program and assigns primary responsibility for solid waste handling to local governments. This regulation gives each county, in cooperation with its cities, the task of setting up a coordinated solid waste management plan that places an emphasis on waste reduction and recycling programs. Enforcement and regulatory responsibilities are assigned to cities, counties, or jurisdictional health departments/districts (like the County Health District), depending on the specific activity and local preferences, but Ecology issues permits for land application of biosolids.

Ecology has promulgated WAC 173-350, Solid Waste Handling Standards, which addresses the operational and other requirements for recycling and composting facilities as well as inert and special-purpose landfills. WAC 173-351, Criteria for Municipal Solid Waste Landfills, contains the current standards for MSW landfills.

The Model Litter Control and Recycling Act (RCW 70A.205) prohibits depositing garbage on any property not properly designated as a disposal site. There is also a “litter fund” that has been created through a tax levied on wholesale and retail businesses, and the monies from this fund are being used for education, increased litter cleanup efforts, and contracts to eligible county entities for illegal dump cleanup activities.

Under the Model Toxics Control Act (MTCA) (RCW 70A.300), grants are available to local governments for solid waste management plans and programs, hazardous waste management plans and programs, and remedial actions to clean up existing hazardous waste sites. Solid and hazardous waste planning and programs are funded through the Local Solid Waste Financial Assistance Grants program administered by Ecology’s Solid Waste and Financial Assurance Program. The state rule that governs this program is WAC 173-312 – Local Solid Waste Financial Assistance.

10.3.6 Washington Utilities and Transportation Commission

The WUTC regulates privately owned utilities that provide public services such as electric power, telephone, natural gas, private water, transportation, and refuse collection. WUTC’s authority over solid waste collection is established in RCW 81.77. This authority does not extend to companies operating under contract with any city or town or to any city or town that undertakes solid waste collection. WUTC regulates solid waste collection companies by granting “certificates of convenience and necessity” that permit collection companies to operate in specified service areas. WUTC also regulates solid waste collection, under authority of RCW 81.77.030, by performing the following functions:

- Fixing collection rates, charges, classifications, rules, and regulations.
- Regulating accounts, service, and safety of operations.
- Requiring annual reports and other reports and data.
- Supervising collection companies in matters affecting their relationship to their customers.

- Requiring collection companies to use rate structures consistent with Washington State waste management priorities.

The WUTC requires certificate holders to provide the minimum levels of solid waste collection and recycling services established by a local solid waste management plan and enacted through an ordinance. Solid waste companies operating in the unincorporated areas of a county must comply with the local solid waste management plan (RCW 81.77.040).

At its option, the County may notify the WUTC of its intention to have the G-certificate holder bid on the collection of source-separated recyclable materials from residences in unincorporated areas. Commercial recycling is also regulated by the WUTC under laws that apply in general to motor freight carriers (RCW 81.80), although their oversight is limited to requiring a permit (at $100 per year) and also to requiring companies to carry insurance, conduct drug testing of employees, and conduct a few other activities.

This Plan contains a cost assessment (see Appendix G) prepared according to the W*UTC Cost Assessment Guidelines for Local Solid Waste Management Planning* (WUTC October 2019). RCW 70A.205 grants the WUTC 45 days to review the Plan's impact on solid waste collection rates charged by solid waste collection companies regulated under RCW 81.77 and to advise the County and Ecology of the probable effects of the Plan's recommendations on those rates.

10.3.7 United States Environmental Protection Agency

At the federal level, the Resource Conservation and Recovery Act (RCRA) of 1976, as amended by the Solid Waste Disposal Act Amendments of 1980 (42 United States Code 6901-6987), is the primary body of legislation addressing solid waste. Subtitle D of RCRA deals with non-hazardous solid waste disposal and requires the development of a state comprehensive solid waste management program that outlines the authorities of local, state, and regional agencies. Subtitle D requires that the state program prohibit "open dumps" and provide that solid waste is handled in an environmentally sound manner.

10.4 Status of Previous Recommendations

The status of the recommendations made by the 2013 Plan can be found in Appendix D.

10.5 Alternatives and Evaluations

Existing service gaps and other issues connected to administration, financing, and enforcement components of solid waste management are discussed below.

10.5.1 Long-Term Funding Needs

Financial resources are necessary to provide for the continuation of recycling and hazardous waste diversion and education programs; for repairs, maintenance, and construction of solid waste facilities; and for compliance with new and more stringent rules and regulations governing solid waste management. These resources may be provided by taxes, solid waste tipping fees, grants, or any combination of these sources.

Solid waste funding for recycling and educational programs in the County are currently reliant on the tipping fees assessed at the solid waste facilities and, on occasion, LSWFA grant funding. Additional funding options (grouped by category) and the associated implementation entities are provided in Table 10-2.

Table 10-2. Benton County Solid Waste Financial Information

Possible Funding Methods	Potential Implementation Entity			
	City	County	State	Private Sector
User Fees, Rates, Surcharges				
1. Cost-of-Service-Based Rates	X	X		X
2. Other Volume-Based Rates	X			
3. Fixed Per-Customer Service Rates	X			X
4. Collection Rate Surcharges	X			
5. Planning Fees		X		
6. Weight or Volume-Based Disposal Fees	X	X		X
7. Fixed Per-Customer Disposal Fees	X	X		X
8. Disposal Surcharges	X	X		
Taxes				
9. MTCA Funds, Hazardous Substance Tax		(x)	X	
10. State Litter Tax		(x)	X	
11. Disposal Department Excise Tax		X		
12. Mandatory Collection		X		
13. Franchise Fees	X		X	
Other				
16. Enforcement Fines/Penalties		X		
17. Sales of Recyclable Materials	X	X		X
18. Recycling Fees/Charges	X	X		X
19. Sales of Recovered Energy	X	X		X
20. Utility Tax	X			
21. General Fund Revenues	X	X		
22. Bond Financing		X		(x)
23. Public Works Assistance Account[1]	X	X		

Note: X = Implementing authority, (x) = potentially benefits from funding method but cannot implement it.

[1] The Public Works Assistance Account, commonly known as the Publics Works Trust Fund, was established by WAC 43.155 to be used by the Public Works Board to finance local government infrastructure loans.

10.5.2 Collection and Disposal Districts

RCW 36.58 – Solid Waste Disposal, establishes the counties' rights and responsibilities regarding solid waste management, including the authority to establish solid waste disposal districts. The authority to establish solid waste collection districts is provided in RCW 36.58A. Either district type can include the incorporated areas of a city or town only with the city's consent. A solid waste district (for collection or disposal) could centralize functions that are now handled by a variety of county and city agencies, but it may be difficult to develop a consensus on the formation and jurisdiction of either type of district. Either type of district may be able to alleviate illegal dumping and other problems through the institution of mandatory garbage collection (for a collection district only) and different financing structures.

The establishment of a solid waste collection district that can act in a similar capacity is allowed by RCW 36.58A. A collection district can be created following the adoption of a SWMP; however, a collection district does not appear to possess taxing authority. According to RCW 36.58A.040, the revenue-generating authority of a collection district is limited.

A solid waste disposal district is a quasi-municipal corporation with taxing authority set up to provide and fund solid waste disposal services. A disposal district has the usual powers of a corporation for public purposes, but it does not have the power of eminent domain. A county legislative authority (i.e., the Board of County Commissioners) would be the governing body of the solid waste disposal district.

RCW 36.58.130 allows the creation of a disposal district to provide for all aspects of solid waste disposal. This includes processing and converting waste into useful products, but specifically does not allow the collection of residential or commercial garbage. A disposal district may enter into contracts with private or public agencies for the operation of disposal facilities and then levy taxes or issue bonds to cover the disposal costs. Thus, a disposal district established in the County could assess each resident or business in the unincorporated area (in incorporated areas only with the city's approval) a pro rata share of the cost of disposal. This could help discourage illegal dumping by covering at least part of the disposal cost through mandatory payments so that the additional expense for proper disposal would be lower than it is currently. In other words, the assessment by the disposal district would be paid regardless of where the resident or business dumped the waste or whether it was self-hauled or transported by a commercial hauler, and the latter two options would be less expensive by the amount of disposal costs already paid.

RCW 36.58.140 states that a disposal district may "collect an excise tax on the privilege of living in or operating a business in the solid waste disposal taxing district, provided that any property which is producing commercial garbage shall be exempt if the owner is providing regular collection and disposal." The disposal district has a powerful taxing authority, since it may attach a lien to each parcel of property in the district for delinquent taxes and penalties, and these liens are superior to all other liens and encumbrances except property taxes.

The funds obtained by a disposal district tax may be used "for all aspects of disposing of solid wastes...exclusively for district purposes" (RCW 36.58.130). Potential uses include:

- Cleanup of roadside litter and solid wastes illegally disposed of on unoccupied properties within the district.
- Public information and education about waste reduction and recycling.
- Defraying a portion of the cost of disposal.
- Subsidizing waste reduction/recycling activities.
- Subsidizing the MRW Facility and collection events.
- Closure and post-closure costs for landfills and for other solid waste facilities.
- Solid waste planning.

10.5.3 Staffing

Adequate funding should be provided to maintain and/or increase staff at County levels, as needed, for the primary responsibility for solid waste management and for the Health District to monitor, permit, and enforce solid waste facilities and programs.

10.5.4 Permit Review

The SWAC may be included in the review of all new solid waste facility permit requests within Benton County, although final approval shall continue to reside with the jurisdictional Health District. Such permit requests, after review by the SWAC, will be forwarded to the Health District with comments. This review will ensure adherence to the Plan per RCW 70A.205.

10.6 Recommended Actions

The following options were selected by the SWAC for recommended implementation:

AE1) Consider pursuing some of the additional funding strategies listed in Table 10-2 that can be implemented by the County directly and independently from other alternatives.

AE2) Continue to adopt interlocal agreements between the County and the cities and towns to promote consistent service and funding levels for management of the solid waste programs.

AE3) Consider the adoption of a solid waste disposal district to ensure that adequate funding is collected for implementation and management of solid waste programs.

AE4) Provide adequate funding to maintain or increase staff at County and city levels, as needed.

AE5) The Health District may include the SWAC in the review of all new solid waste facility permit requests.

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CHAPTER 11.0 IMPLEMENTATION PLAN

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11.0 Implementation Plan

This chapter of the Plan provides information about the cost and schedule for implementing the recommendations made in this Plan. Information is also provided on monitoring progress and maintaining the Plan.

11.1 Recommended Strategies, Implementation Schedule, and Budget

The recommendations made in previous chapters of this Plan are repeated below for convenient reference. Table 11-1 provides the approximate County budget for Plan recommendations that incur additional costs above and beyond current status quo costs and programs, proposed implementation schedule, and primary responsibility. More details about specific recommendations can be found in the respective chapters.

Table 11-1. Summary of Recommendations, Implementation Schedule, and Budget

Recommendation	Implementation Responsibility	Projected Implementation Costs	Implementation Schedule
3. Solid Waste Collection			
• SWC1) Encourage the use of carted curbside collection services, when possible, and ensure that collection services are available to all residents.	County, Cities, and Waste Haulers	$0	Ongoing
• SWC2) Review collection contracts to confirm compliance with the Plan.	Cities	$0	Ongoing
• SWC3) Coordinate residential and commercial curbside collection programs with recycling program recommendations as implemented.	County, Cities, and Waste Haulers	$0	Ongoing
4. Waste Transfer and Disposal			
• WTD1) The County should monitor population growth and tonnage projections to ensure that capacity for waste transfer and disposal continues to be adequate for the waste handling and disposal needs of County residents.	County	$0	Ongoing
5. Waste Reduction, Recycling, Education and Outreach and CROP			
• WRR1) Refresh educational materials and seek to harmonize messaging.	County, Cities, and Waste Haulers	$20,000	2024–2029

Table 11-1. Summary of Recommendations, Implementation Schedule, and Budget

Recommendation	Implementation Responsibility	Projected Implementation Costs	Implementation Schedule
• WRR2) Distribute informational materials to households and businesses.	County, Cities, and Waste Haulers	$0	Ongoing
• WRR3) Update and expand on digital education through websites, social media, and newsletters.	County, Cities, and Waste Haulers	$10,000	2024–2029
• WRR4) Provide multifamily technical assistance.	County and Cities	$20,000	2024–2029
• WRR5) Expand business technical assistance.	County and Cities	$10,000	2024–2029
• WRR6) Offer school technical assistance.	County and Cities	$10,000	2024–2029
• WRR7) Adopt the updated list of designated materials and maintain it through periodic review and updates.	County	$0	Ongoing
• WRR8) Establish a waste reduction and recycling goal of 40 percent for this planning period.	County and Cities	$0	Ongoing
• WRR9) Focus recycling and diversion efforts on waste streams that represent significant tonnage disposed and coordinate messaging and efforts to reduce contaminants on materials recycled.	County, Cities, and Waste Haulers	$0	Ongoing
• WRR10) Support private sector programs, forums, or other methods, such as existing reuse and reusable materials exchange programs, to facilitate material exchanges.	County, Cities, Private Industry, Commercial and Businesses and Stakeholders	$0	Ongoing
• WRR11) Increase promotion of existing reuse programs through newsletters, community reuse events, guidebooks, and community-based social marketing.	County, Cities and Non-Profit Groups	$0	Ongoing
• WRR12) Incorporate and expand the education and promotion program.	County and Cities	$20,000	2024–2029

Table 11-1. Summary of Recommendations, Implementation Schedule, and Budget

Recommendation	Implementation Responsibility	Projected Implementation Costs	Implementation Schedule
• WRR13) Work cooperatively with County, City and hauler staff to create and implement recycling contamination reduction campaigns for curbside and drop-box recycling programs.	County, Cities and Waste Haulers	$20,000	2024–2029
• WRR14) Work cooperatively with cities and towns to develop guidelines and revise building codes to establish standards that promote commercial waste reduction recycling.	County and Cities	$0	Ongoing
• WRR15) Encourage signatory cities to modernize curbside recycling programs with convenient, efficient carted service to increase diversion and safety and reduce litter.	Cities	$0	Ongoing
• WRR16) Maintain and update the CROP as needed during this Plan cycle.	County and Cities	$0	Ongoing
6. Organics			
• O1) Continue to develop and distribute educational materials related to organics management as programs are established and implemented.	County and Cities	$10,000	2024–2029
• O2) Advocate that adequate funding is provided by the State to develop and implement programs for organics and food waste collection and processing as required by RCW 70A.205.715 and HB 1799.	Ecology	$0	Ongoing
• O3) Consider initiating a study to determine program and infrastructure needs necessary for implementation of additional yard waste and food waste collection and processing programs.	County and Cities	$50,000	2024

Table 11-1. Summary of Recommendations, Implementation Schedule, and Budget

Recommendation	Implementation Responsibility	Projected Implementation Costs	Implementation Schedule
• O4) Evaluate a pilot food waste and edible food waste collection program for potential implementation based on participation and customer satisfaction and consider expanding the program as appropriate.	County and Cities	$25,000	2025
• O5) Consider developing a County-wide Christmas tree recycling pilot program to assess public interest and participation.	County	$5,000	2024
• O6) Evaluate recommendations from the Use Food Well Washington Plan and implement as appropriate.	County, Cities, Private Industry, Non-Profit Groups, Ecology, Commercial Businesses, and Stakeholders	$0	Ongoing
7. Miscellaneous Wastes			
• MW1) Continue to dispose of miscellaneous wastes through a cooperative effort with the Health District, waste haulers, transfer stations, landfills, the County, and Ecology.	County, Cities, Health District, Waste Haulers, Facility Owners, and Ecology	$0	Ongoing
• MW2) Promote proper reuse, recycling, and disposal of C&D wastes.	County and Cities	$0	Ongoing
• MW3) Partner with private organizations such as the Benton Habitat for Humanity ReStore to promote recycling and reuse of C&D wastes and building materials.	County, Cities, Private Industry, and Non-Profit Groups	$0	Ongoing
• MW4) Develop an internal plan for handling disaster debris, in coordination with the Benton County Emergency Management Department.	County	$50,000	2024

Table 11-1. Summary of Recommendations, Implementation Schedule, and Budget

Recommendation	Implementation Responsibility	Projected Implementation Costs	Implementation Schedule
8. Moderate Risk Waste			
• MRW1) Enhance the public education and outreach program for handling of MRW for households. Cross-sector avenues to enhance coordination with other County departments and waste handling and disposal facilities should be considered.	County	$25,000	2024-2029
• MRW2) Consider options for handling of SQG waste with the opening of the County MRW Facility. Consideration should be given to implementation of potential fees for handling SQG waste to offset costs, educational efforts needed to implement, environmental concerns, and operational adjustments to the MRW Facility.	County	$0	Ongoing
• MRW3) Continue to coordinate the schedule and process for updating the MRW Plan with the Solid Waste management Plan (as is the current practice).	County	$0	Ongoing
9. Energy Recovery			
• ER1) The County will monitor developments and progress in waste processing and conversion technologies in the event current conditions change.	County	$0	Ongoing
10. Administration, Financing, and Enforcement			
• AE1) Consider pursuing some of the additional funding strategies listed in Table 10-2 that can be implemented by the County directly and independently from other alternatives.	County	$0	Ongoing

Table 11-1. Summary of Recommendations, Implementation Schedule, and Budget

Recommendation	Implementation Responsibility	Projected Implementation Costs	Implementation Schedule
• AE2) Continue to adopt interlocal agreements between the County and the cities and towns to promote consistent service and funding levels for management of the solid waste programs.	County and Cities	$0	Ongoing
• AE3) Consider the adoption of a solid waste disposal district to ensure that adequate funding is collected for implementation and management of solid waste programs.	County and Cities	$0	2024
• AE4) Provide adequate funding to maintain or increase staff at County and city levels, as needed.	County and Cities	$100,000[1]	2024
• AE5) The Health District may include the SWAC in the review of all new solid waste facility permit requests.	County	$0	Ongoing
Total		**$375,000**	

[1] One additional staff added in 2024 that would need to be funded on a continuing basis for future years. Costs include only initial year of funding.

11.2 State Environmental Policy Act

Ecology requires that the potential impacts of this Plan be evaluated according to the SEPA process. The checklist has been prepared to fulfill that requirement and is included as Appendix G. The SEPA checklist is a “non-project proposal” intended to address new programs recommended by the Plan. As a non-project proposal SEPA checklist, it is unable to fully address the potential impacts of facilities proposed in this Plan. Any new facility will need to undergo its own SEPA review process.

Benton County issued a determination of non-significance that the recommendations in the Plan will not have a probable significant adverse impact on the environment. A copy of this determination is included in Appendix H.

11.3 Twenty-Year Implementation Program

Solid waste management in Benton County will continue to evolve based on changes in population, demographics, the local, state, and national economy, regulations, and advancements in waste handling and recycling. Fortunately, the County’s current solid waste management system is functioning effectively.

If, in the future, it becomes advisable to seek additional sources of funding, Chapter 10 – Administration, Financing, and Enforcement provides a list of potential funding sources.

11.4 Draft Plan Review

Benton County provided the draft 2023 Plan for review to stakeholders. Comments were received from Ecology, WSDA, WUTC, and stakeholders. Comments received and responses to comments by the County are included as Appendix I.

11.5 Procedures for Amending the Plan

The Solid Waste Management-Reduction and Recycling Act (Chapter 70A.205 RCW) requires local governments to maintain their solid waste plans in current condition. Plans must be reviewed and revised, if necessary, at least every 5 years. This Plan should be reviewed in 2029. Before that time, the Plan can be kept in current condition through amendments. An “amendment” is defined as a simpler process than a revision. If there is a significant change in the solid waste system, however, a revision may be necessary before the 5-year period is done.

Changes in the Plan may be initiated by the County, working with the SWAC to develop and review proposed changes, or by outside parties. For the latter, individuals or organizations wishing to propose plan amendments before the scheduled review must petition the County’s Public Works Manager in writing. The petition should describe the proposed amendment, its specific objectives, and explain why immediate action is needed prior to the next scheduled review. The Public Works Manager will investigate the basis for the petition and prepare a recommendation.

If the Public Works Manager determines the petition warrants further consideration, the petition will be referred to the SWAC for review and recommendation. The Public Works Manager will draft the proposed amendment together with the SWAC. Whether the proposed amendment has been initiated by the County or an outside party, the proposed amendment must be submitted to the legislative bodies of all participating jurisdictions and Ecology for review and comment. Adoption of the proposed amendment will require the concurrence of all affected jurisdictions.

The Public Works Manager may develop reasonable rules for submitting and processing proposed plan amendments, and may establish reasonable fees to investigate and process petitions. All administrative rulings of the Public Works Manager may be appealed to the Board of County Commissioners.

Minor changes may occur in the solid waste management system, whether due to internal decisions or external factors. These can be adopted without going through a formal amendment process. If there is uncertainty about whether or not a change is “minor,” it should be discussed by the SWAC and a decision made based on the consensus of that committee.

Implicit in the development and adoption of this Plan is the understanding that in the future, the County may need to take action for various reasons, and that these actions can be undertaken without the need to amend this Plan beforehand. These include the introduction of new state, federal, and international government regulations and policies, advancements in technology, and changes in product use and design. Consequently, the County may need to adjust the recommendations in this Plan or add new action items to the implementation strategy to effectively address them before the Plan is updated again in 2029. When these issues arise, the Plan may need to be amended or revised to address them and will be referenced in our next Plan update in 2029.

In that case, the Public Works Manager will endeavor to inform the SWAC and other key stakeholders as soon as feasibly possible, but not necessarily before new actions are implemented. If the emergency results in permanent and significant changes to the solid waste system, an amendment to this Plan will be prepared in a timely fashion. If, however, the emergency actions are only undertaken on a temporary or short-term basis, an amendment may not be considered necessary. Any questions about what actions may be considered “temporary” or “significant” should be brought to the SWAC for their advice.

Similar to the allowance for emergency action discussed above, the County will need to make operational decisions and expenditures to comply with future regulatory changes and update permit requirements as applicable. Plan update and coordination with the SWAC will not be required or initiated for these future actions, as they are considered operational activities.

Appendix A:
Executed Solid Waste Interlocal Agreements

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RESOLUTION 2022 175

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF BENTON COUNTY WASHINGTON:

IN THE MATTER OF ENTERING INTO AN INTERLOCAL AGENCY AGREEMENT BETWEEN BENTON COUNTY AND THE CITIES OF BENTON CITY, KENNEWICK, PROSSER, RICHLAND AND WEST RICHLAND REGARDING THE LOCAL MATCH OF THE 2022-2023 WASHINGTON STATE COORDINATED PREVENTION GRANT

WHEREAS, Benton County accepted a Coordinated Prevention Grant from the Washington State Department of Ecology (Grant No. SWMLSWFA-2021-BeCoSW-0092), Resolution 2022-076; and

WHEREAS, the grant requires a twenty-five percent (25%) match from the local agency amounting to $170,626; and

WHEREAS, an interlocal agency agreement with the municipalities within Benton County has been prepared for the purpose of dividing the local match proportionately based on population, which is estimated to permit Benton County to recover approximately $139,913.32; and

WHEREAS, the agreement has been approved to form by the Benton County Prosecuting Attorney's Office and the respective agencies have all approved and signed said agreement; **NOW THEREFORE,**

BE IT RESOLVED that the Board of Benton County Commissioners hereby approves the interlocal agency agreement between Benton County and the cities of Benton City, Kennewick, Prosser, Richland and West Richland regarding recovery of approximately $139,913.32 of the local match for the 2021-2023 Washington State Coordinated Prevention grant, said agreement beginning on execution and expiring December 31, 2023; and

BE IT FURTHER RESOLVED that the Chairman of the Board of County Commissioners be, and hereby is, authorized to sign said agreement on behalf of the board.

Dated this 8th day of March 2022.

Attest: _____
Clerk of the Board

_____
Chairman

_____
Chairman Pro-Tem

Jerome Delvin
Approved Telephonically

_____
Member

Constituting the Board of County
Commissioners of Benton County, Washington

Orig.: Public Works

S. Berry

INTER-LOCAL AGREEMENT
REGARDING SOLID WASTE MANAGEMENT
BENTON COUNTY

This Agreement addresses City-County joint participation in the countywide Solid Waste Plan and joins public agencies to exercise their powers, thereby maximizing their ability to provide services and facilities which will best fulfill the needs of the community as a whole, and is made and entered into effective the first day of January 2022, by and between Benton County, a political subdivision of the State of Washington, hereafter referred to as the Lead Agency, and the cities of Benton City, Kennewick, Richland, Prosser, and West Richland, political subdivisions of the State of Washington, and hereafter referred to as Participating Jurisdictions. The Participating Jurisdictions and Lead Agency may be referred to herein collectively as the Parties.

I. RECITALS

WHEREAS, the parties hereto recognize the requirement to prepare and implement solid and hazardous waste plans under RCW Chapter 70.95 and RCW Chapter 70.105, and

WHEREAS, the parties have developed the Benton County Comprehensive Solid Waste Plan with public involvement; and

WHEREAS, the parties have adopted the Benton County Comprehensive Solid Waste Plan fulfilling their jurisdictional requirements under RCW Chapter 70.95 and RCW Chapter 70.105; and

WHEREAS, the parties hereto wish to enter into a cooperative effort to administer, plan, and implement the recommendations contained within the adopted Benton County Comprehensive Solid Waste Plan; and

WHEREAS, the Solid Waste Advisory Committee advises the Board of County Commissioners with respect to developing plans and policies for solid waste management in Benton County, each Participating Jurisdiction and Lead Agency recognizes that all members of the Solid Waste Advisory Committee shall have one (1) equal vote; and

WHEREAS, the Lead Agency will manage, track and provide custody for this Agreement, and

WHEREAS, the undersigned signatories of this Agreement are duly authorized to enter into the same by properly adopted resolutions,

NOW THERFORE, in consideration of the foregoing recitals and the mutual agreements and covenants herein contained, the parties agree as follows:

II. AGREEMENTS

A. AUTHORITIES

The parties to this Agreement have and possess, both jointly and severally, the primary responsibility for effective solid and hazardous waste management, planning and implementation under RCW Chapters 70.95 and 70.105. Under RCW Chapter 39.34, the Inter-local Cooperation Act, local governments are authorized to cooperate to provide themselves with services of the nature herein agreed to.

B. PURPOSE

This Agreement is entered into pursuant to RCW Chapter 39.34 for the purpose of cooperative management of solid waste within Benton County. It is the intent of the parties to work cooperatively in implementing and managing a comprehensive solid waste management plan pursuant of RCW Chapters 70.95 and 70.105 that is viable and economically responsible to their citizens. Specifically, this Agreement will provide for the administration, planning and operations of the adopted Benton County Comprehensive Solid Waste Management Program.

C. DEFINITIONS

For the purpose of this Agreement, the following definitions shall apply:

'Fair Share' - the amount owed by each of the Parties, based upon April 1 population figures for the given year supplied by the Washington State Office of Financial Management (OFM), and the corresponding population percentage applied to the Solid Waste Program Budget.

'Solid Waste Advisory Committee' (SWAC) - a committee, formed pursuant to RCW 70.95.165, comprised of no more than twelve (12) members representing a balance of interests, pursuant to state statutes. Said committee shall contain one representative of each of the Parties. Each Party shall nominate its representative to the SWAC to the Lead Agency, to be approved by the Board of County Commissioners. The SWAC shall review Solid Waste Program budget and activities and make recommendations to the Benton County Commissioners.

'Lead Agency' - Benton County, a political subdivision of the State of Washington. The Lead Agency will administer, plan, and implement the Plan and Solid Waste Program.

'Participating Jurisdictions' - any City who has entered into the County-wide Solid Waste Inter-Local Agreement with the Lead Agency and who has agreed to mutually support and financially contribute to the administration, planning, and implementation of the Plan.

'Parties' - the collective term for all Participating Jurisdictions and Lead Agency.

'Plan' - the Benton County Comprehensive Solid Waste Management Plan, as the same exists now or may hereafter be amended.

'Routine Operating Agreement' (ROA) - an agreement that is established for the purpose of accomplishing a task set forth by the Parties and is funded within the Solid Waste Program Budget.

'Solid Waste Advisory Committee Members Bylaws' - the bylaws the same as now exist or may hereafter be amended.

'Solid Waste Program Budget' - the annual Countywide Solid Waste Budget, as prepared by Benton County and accepted by the SWAC, that appropriates funds to Routine Operating Agreements and administrative functions that meet specific requirements in RCW 70.95 and/or accomplishes goals as set fourth in the Plan.

'Task' - a project, program, activity, etc., that is annually funded from the Solid Waste Program Budget. All tasks are approved by the SWAC as needed and shall meet the recommendations set forth in the Plan.

'Task Manager' is designated to lead and manage a Task per the ROA.

D. LOCAL ADOPTION OF PLAN

Under the authority of RCW 70.95.080, each Participating Jurisdiction elected to enter into this agreement with the County pursuant to those jurisdictions that participated in preparing and adopting the joint City-County Plan.

E. PLAN IMPLEMENTATION

Pursuant to RCW 70.95.080 and RCW 70.105.220, the Participating Jurisdictions and Lead Agency jointly prepared the Plan in accordance with "Guidelines for the Development of Local Solid Waste Plans and Plan Revisions" (*i.e.* Department of Ecology (WDoE) Publication No. 90-11) and will implement the Plan's recommendations, as approved by the Department of Ecology pursuant to RCW 70.95.094.

F. BENTON COUNTY SOLID WASTE ADVISORY COMMITTEE

The Parties hereto recognize and support the SWAC as an advisory board created under authority of RCW 70.95.165. The SWAC is an ongoing advisory committee. The

SWAC is the focal point of the public involvement effort used in the planning, development and implementation of the Plan. The SWAC also provides advice to the Parties on solid and hazardous waste issues and assists the Parties in developing solid waste ordinances, rules, guidelines, and policies prior to their adoption.

G. REGIONAL PLANNING AREA

The Parties hereto recognize the geographical planning area covered by this Agreement to be the incorporated areas of the Participating Jurisdictions and the unincorporated area of Benton County. The Hanford Nuclear Reservation is exempted from the Plan and this Inter-local Agreement.

H. ROUTINE OPERATING AGREEMENT IMPLEMENTATION

Two months prior to the biennial Solid Waste Program Budget workshop, all task managers are required to submit their ROA. As a minimum, an ROA will include: 1) Task Introduction Statement; 2) Task Scope of Work; 3) Task Responsibilities; 4) Annual Task Cost; and 5) Quality Control. Eligibility of an ROA request is based on task cost and meeting recommendations set forth in the Plan. The ROA request should include both activities undertaken by the Participating Jurisdiction submitting the ROA and any activities that the Participating Jurisdiction believes the Lead Agency should implement on a countywide basis. The SWAC shall recommend that a request be advanced to the Board of County Commissioners on a 2/3 majority of those members present.

I. SOLID WASTE PROGRAM BUDGET

The Parties agree to mutually and financially support the administration, planning and operations of the Plan recommendations or as specified in RCW 70.95. The Lead Agency shall prepare a Solid Waste Program Budget each year for the upcoming budget year. The budget will also include Routine Operating Agreements that provide information on projects funded by the annual budget.

J. FAIR SHARE

The Parties agree to pay a Fair Share of the administration, planning and operation of the Solid Waste Program, as determined and voted-on by the SWAC and approved by the Benton County Commissioners. Said Fair Share shall be a percentage of all program costs that are not covered by Local Solid Waste Financial Aid Funds, share percentages to be updated each April of the Agreement, being based on the most recent population figures as supplied by the Washington State OFM. The Parties agree to remit their fee to the Lead Agency within sixty (60) days of receiving an invoice from the Lead Agency. The Lead Agency's fair share shall be based on the population for the unincorporated areas of the County.

K. DISBURSEMENT OF ASSETS AND DEBTS

If this Agreement is terminated, all Parties to this Agreement shall determine the disbursement of any outstanding debts and the allocation of any assets. If the Parties cannot agree to the disbursement of any outstanding debts and the allocation of any assets, the issues are to be submitted for arbitration, pursuant to state law, RCW 7.04 *et seq.* The Lead Agency and the contesting jurisdiction agree that such arbitration shall be conducted before one (1) disinterested arbitrator.

L. DURATION

This Agreement shall commence on the date set forth above and will continue in effect to December 31, 2023, or until superseded by another Interlocal Agreement. As stipulated within RCW 70.95.110(1), each Plan shall be maintained in a current condition and reviewed and revised periodically as may be required by the WDoE. Upon each review such plans shall be extended to show long-range needs for solid waste handling facilities for twenty (20) years in the future, and a revised implementation schedule and implementation budget for six (6) years in the future.

M. REVIEW AND RENEGOTIATION

Any Party may request a review and/or renegotiations on any provision of the Agreement during the six-month period immediately preceding the ending date for the Agreement. Such request must be made in writing to the Lead Agency and must specify the provision(s) of the Agreement for which review/renegotiation(s) are requested. Review and/or renegotiation(s) pursuant to such a written request shall be immediately referred to the SWAC for their review and recommendation. Notwithstanding any other provisions in this paragraph to the contrary, the Parties may, pursuant to the procedure outlined within the Solid Waste Advisory Committee Members Bylaws, modify or amend any provision(s) of this Agreement at any time during the term of this Agreement.

N. TERMINATION

This Agreement may be terminated by any Participating Jurisdiction, by written notice to the Lead Agency no less than thirty (30) days immediately preceding the implementation date of the next Solid Waste Program Budget. The Parties agree: (1) that the termination will not absolve a terminating Party of any financial responsibility to the extent a financial responsibility continues to exist pursuant to the provisions of this Agreement; and (2) that prior to termination, a withdrawing City shall submit to the SWAC how it intends on meeting its planning obligation under RCW 70.95.080.

O. WAIVER

No waiver by any of the Parties of any term or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach whether of the same or a different provision of this Agreement.

P. ENTIRE AGREEMENT

This Agreement, including the recitals and all subsequent attachments and addendums, constitutes the entire Agreement between the Parties and shall be governed by the laws of the State of Washington. There are no other oral or written agreements or understanding between the Parties as to the subject matter contained herein. The venue for any action of law, suit in equity and judicial proceeding for the enforcement of this Agreement shall be instituted and maintained only in the courts of competent jurisdiction in Benton County, Washington.

Q. SEVERABILITY

Any provisions of this Agreement that is determined to be illegal, invalid or unenforceable for any reason shall be ineffective to the extent of such prohibition without invalidating the remainder of this Agreement.

FOR THE CITY OF BENTON CITY, WASHINGTON.

L. Lehman — 2-18-22

Linda Lehman, Mayor — Date

Attest:

Rebecca A Ozuna — 2/18/22

City Clerk/Treasurer — Date

Approved as to Form:

[signature] — 2/23/22

City Attorney — Date

I certify that on this 18 day of February, 2022, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Linda Lehman, to me known to be the Mayor of the City of Benton City, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Benton City.

Witness my hand and official seal hereto affixed the day and year first above written.

JOHN G BROWN JR
Notary Public
State of Washington
Commission # 21033893
My Comm. Expires Nov 4, 2025

John Brown
Notary Public in and for the State of Washington residing at Benton
My commission expires: 11-4-2025

Interlocal Agreement – 2022-2023
Benton County Solid Waste Management

Signature Page - City of Benton City

FOR THE CITY OF KENNEWICK, WASHINGTON.

Marie E. Mosley
Marie E. Mosley, City Manager

1-18-2022
Date

Approved as to Form:

Lisa Beaton
City Attorney

1-18-2022
Date

I certify that on this 18th day of January, 2022, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Marie E. Mosley, to me known to be the City Manager of the City of Kennewick, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Kennewick.

Witness my hand and official seal hereto affixed the day and year first above written.

Terri L Wright
Notary Public in and for the State of Washington residing at Kennewick
My commission expires: 10-11-23

Interlocal Agreement – 2022-2023
Benton County Solid Waste Management

Signature Page - City of Kennewick

FOR THE CITY OF PROSSER, WASHINGTON.

Randy Taylor, Mayor — Date: 1/11/2022

Attest:

City Clerk — Date: 1/11/2022

Approved as to Form:

City Attorney — Date

I certify that on this 11th day of January, 2022, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Randy Taylor, to me known to be the Mayor of the City of Prosser, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Prosser.

Witness my hand and official seal hereto affixed the day and year first above written.

RACHEL M SHAW
COMMISSION NO. 151677
NOTARY PUBLIC
EXPIRES OCT. 21, 2023
STATE OF WASHINGTON

Notary Public in and for the State of Washington residing at Benton
My commission expires: 10/21/2022

Interlocal Agreement – 2022-2023
Benton County Solid Waste Management

Signature Page - City of Prosser

FOR THE CITY OF RICHLAND, WASHINGTON.

Jon Amundson, City Manager — Date: 1/6/2022

Attest:

City Clerk: Jennifer Rogers — Date: 1/6/2022

Approved as to Form:

City Attorney: Heather Kintzley — Date: 1/6/2022

I certify that on this 6th day of January, 2022, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Jon Amundson, to me known to be the City Manager of the City of Richland, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Richland.

Witness my hand and official seal hereto affixed the day and year first above written.

TONI SUE CLARK NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES 9-29-25 68900

Notary Public in and for the State of Washington residing at Kennewick
My commission expires: 09/29/2025

FOR THE CITY OF WEST RICHLAND, WASHINGTON.

Brent Gerry, City Mayor — Date: 1-18-2022

Attest:

Stephanie Haug
City Clerk — Date: 1/18/22

Approved as to Form:

City Attorney — Date: 1/19/22

I certify that on this 18th day of January, 2022, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Brent Gerry, to me known to be the Mayor of the City of West Richland, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of West Richland.

Witness my hand and official seal hereto affixed the day and year first above written.

PAULA KAUER
appointment expires September 05, 2025
NOTARY PUBLIC
COMM # 168178
STATE OF WASHINGTON

Paula Kauer
Notary Public in and for the State of Washington residing at Benton City, WA
My commission expires: 9/5/25

Interlocal Agreement – 2022-2023
Benton County Solid Waste Management

Signature Page - City of West Richland

FOR BENTON COUNTY, WASHINGTON.

Shon Small, Chairman
Board of County Commissioners

3/8/2022
Date

Attest:

Clerk of the Board

3/8/2022
Date

Approved as to Form:

Deputy Prosecuting Attorney

2/25/22
Date

I certify that on this 8 day of March, 2022, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Shon Small, to me known to be the Chairman of the Board of Commissioners for Benton County, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of Benton County.

Witness my hand and official seal hereto affixed the day and year first above written.

CAMI J MCKENZIE
APPOINTMENT EXPIRES DECEMBER 01, 2023
NOTARY PUBLIC
Commission # 19901
STATE OF WASHINGTON

Notary Public in and for the State of
Washington residing at Kennewick
My commission expires: 12/01/2023

Interlocal Agreement – 2022-2023
Benton County Solid Waste Management

Signature Page - Benton County

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Appendix B:
Resolutions of Adoption for this Plan

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RESOLUTION 2024-0542

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF SOLID WASTE AND HAZARDOUS WASTE MANAGEMENT RE: RESOLUTION ADOPTING THE BENTON COUNTY SOLID WASTE AND HAZARDOUS WASTE MANAGEMENT PLAN FOR 2024-2029

WHEREAS, the Washington State Legislature, pursuant to provisions of RCW 70.95, enacted legislation with the purpose to establish a comprehensive state-wide program for solid and hazardous waste handling, and solid waste recycling which will prevent land, air, and water pollution and conserve the natural, economic, and energy resources of this state; and

WHEREAS, pursuant to the provisions of RCW 70.95.080 each county within the state, in cooperation with the various cities located within such county, shall prepare a coordinated comprehensive solid waste management plan; and

WHEREAS, an Inter-local Agreement for Solid Waste Management by and between Benton County and the Cities of Benton City, Kennewick, Prosser, Richland, and West Richland as governmental entities have already agreed among themselves by actions of governing authorities of the respective parties that there should be only one solid waste management plan to encompass the entirety of Benton County; and

WHEREAS, pursuant to RCW 70.95 the Benton County Solid Waste Advisory Committee and Solid Waste Staff have revised the Benton County Solid Waste and Hazardous Waste Management Plan for 2024-2029; **NOW, THEREFORE,**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington hereby approves and adopts the Benton County Solid Waste and Hazardous Waste Management Plan for 2024-2029.

Dated this 20th **day of** August**, 20**24

DocuSigned by:
Jerome Delvin
7ED07503293E486...
Chairman of the Board

Commissioner Alvarez - Excused
Chairman Pro Tem

DocuSigned by:
Will Mckay
135987D784E74CF...
Commissioner

Attest: DocuSigned by:
Amanda Pearson
34825A975E034CE...
Clerk of the Board

Constituting the Board of County Commissioners of Benton County, Washington

Orig: Solid Waste J. Mayfield

RESOLUTION 2024-03

A RESOLUTION OF THE CITY OF BENTON CITY, WASHINGTON, ADOPTING THE BENTON COUNTY SOLID WASTE AND HAZARDOUS WASTE MANAGEMENT PLAN FOR YEARS 2024-2029.

WHEREAS, the Washington State Legislature, pursuant to provisions of RCW 70A.205, enacted legislation with the purpose of establishing a comprehensive state-wide program for solid and hazardous waste handling, and solid waste recycling which will prevent land, air, and water pollution and conserve the natural, economic, and energy resources of this State; and

WHEREAS, pursuant to the provisions of RCW 70A.300, each county within the State, in cooperation with the various cities located within such county, shall prepare a coordinated comprehensive solid waste management plan; and

WHEREAS, an Interlocal Agreement for Solid Waste Management by and between Benton County and the cities of Benton City, Kennewick, Prosser, Richland, and West Richland as governmental entities have already agreed among themselves by action of governing authorities of the respective parties that there should be only one Solid Waste Management Plan to encompass the entirety of Benton County; and

WHEREAS, pursuant to RCW 70A.205, the Benton County Solid Waste Advisory Committee and Solid Waste staff have revised the Benton County Solid Waste and Hazardous Waste Management Plan for Years 2024-2029.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON, hereby resolves as follows:

That the Mayor of the City of Benton City, Washington, is hereby authorized and directed to sign this Resolution adopting, on behalf of the City of Benton City, the Benton County Solid Waste and Hazardous Waste Management Plan for Years 2024-2029, a copy of which is attached hereto as **Exhibit A** and incorporated herein by this reference; and to take all necessary steps required to complete this transaction.

ADOPTED this 19th day of March 2024, by the City Council of the City of Benton City, Washington, and signed in authentication of its passage this 19th day of March 2024.

Resolution 2024-03 filed and recorded in the office of the City Clerk of the City of Benton City, Washington, this 19th day of March, 2024.

Len Burton, Mayor

FOR THE CITY OF BENTON CITY, WASHINGTON.

Len Burton, Mayor — Date 3/20/24

Attest:

Carla Meyer, City Clerk/Treasurer — Date 3/20/24

Approved as to Form:

City Attorney — Date 3/22/24

I certify that on this 20 day of MARCH, 2024, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Linda Lehman, Mayor and Carla Meyer, to me known to be the Mayor and City Clerk-Treasurer, respectively, of the City of Benton City, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Benton City.

Witness my hand and official seal hereto affixed the day and year first above written.

JOHN G BROWN JR
Notary Public
State of Washington
Commission # 21033893
My Comm. Expires Nov 4, 2025

John Brown
Notary Public in and for the State of Washington residing at 1009 Dale Ave Benton City, WA 99320
My commission expires: Nov 4, 2025

FOR THE CITY OF BENTON CITY, WASHINGTON.

Len Burton, Mayor — Date: 3/20/24

Attest:

Carla Meyer, City Clerk/Treasurer — Date: 3/20/24

Approved as to Form:

City Attorney — Date

I certify that on this 20 day of MARCH, 2024, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Linda Lehman, Mayor and Carla Meyer, to me known to be the Mayor and City Clerk-Treasurer, respectively, of the City of Benton City, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Benton City.

Witness my hand and official seal hereto affixed the day and year first above written.

JOHN G BROWN JR
Notary Public
State of Washington
Commission # 21033893
My Comm. Expires Nov 4, 2025

John Brown
Notary Public in and for the State of Washington residing at 1009 Dale Ave Benton City, WA 99320
My commission expires: NOV 4, 2025

CITY OF KENNEWICK
RESOLUTION NO. 24-07

A RESOLUTION ADOPTING THE 2024 UPDATE TO THE BENTON COUNTY SOLID WASTE PLAN

WHEREAS, RCW 70A.205.040 and RCW 70A.300 require counties and the cities located in each county to prepare and operate a comprehensive solid waste, recycling and hazardous waste management plan which will prevent land, air, and water pollution and conserve the natural, economic, and energy resources of this state; and

WHEREAS, the City entered into an interlocal agreement with Benton County and the cities of Richland West Richland, Prosser and Benton City to prepare and operate the Benton County Solid Waste and Hazardous Waste Management Plan. The agreement is attached hereto as **Exhibit A**; and

WHEREAS, the City's best interests are served by complying with RCW 70A.205.040 and RCW 70A.300 by participating in and adopting the Benton County Solid Waste and Hazardous Waste Management Plan; and

WHEREAS, as required by the Washington State Department of Ecology, and under the guidance of the Benton County Solid Waste Advisory Committee, Benton Count has prepared an update to the Benton County Solid Waste and Hazardous Waste Management Plan for Years 2024-2029, attached hereto on as **Exhibit B**: and

WHEREAS, the plans and programs documented in the Benton County Solid Waste and Hazardous Waste Management Plan supplement the plans and services of the City's contracted solid waste collection; and

WHEREAS, the City Council was presented the status of the plan at the Council Workshop on April 23, 2024; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON that the Benton County Solid Waste and Hazardous Waste Management Plan for Years 2024-2029 is hereby approved and adopted.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 7th day of May, 2024, and signed in authentication of its passage this 7th day of May 2024.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL TOWNSEND,
City Clerk

RESOLUTION NO. 24-07 filed and recorded in the office of the City Clerk of the City of Kennewick Washington, this 8th day of May, 2024

Approved as to Form:

LAURENCIO SANGUINO,
Interim City Attorney

KRYSTAL TOWNSEND,
City Clerk

CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 24-1779

A RESOLUTION ADOPTING THE BENTON COUNTY SOLID WASTE AND HAZARDOUS WASTE MANAGEMENT PLAN 2024-2029

WHEREAS, the Washington State Legislature, pursuant to provisions of RCW 70A.205, enacted legislation with the purpose to establish a comprehensive state-wide program for solid and hazardous waste handling, and solid waste recycling which will prevent land, air, and water pollution and conserve the natural, economic, and energy resources of this state; and

WHEREAS, pursuant to the provisions of RCW 70A.300 each county within the state, in cooperation with the various cities located within such county, shall prepare a coordinated comprehensive solid waste management plan; and

WHEREAS, an Inter-local Agreement for Solid Waste Management by and between Benton County and the Cities of Benton City, Kennewick, Prosser, Richland, and West Richland as governmental entities have already agreed among themselves by actions of governing authorities of the respective parties that there should be only one solid waste management plan to encompass the entirety of Benton County; and

WHEREAS, pursuant to RCW 70A.205 the Benton County Solid Waste Advisory Committee and Solid Waste Staff have revised the Benton County Solid Waste and Hazardous Waste Management Plan; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Prosser, as a participating agency, approve and adopt the Benton County Solid Waste And Hazardous Waste Management Plan 2024-2029 and the Mayor or his designee is authorized to execute the agreement.

ADOPTED by the City Council of the City of Prosser and **APPROVED** by the Mayor of the City of Prosser this 13th day of February, 2024.

MAYOR GARY VEGAR

ATTEST:

RACHEL SHAW, CITY CLERK

CITY OF PROSSER, WASHINGTON Incorporated 1890 Official Seal

APPROVED AS TO FORM:

HOWARD SAXTON, CITY ATTORNEY

FOR THE CITY OF PROSSER, WASHINGTON.

Gary Vegar, Mayor — Date 2/13/2024

Attest:

Rachel Shaw, City Clerk — Date 2/13/2024

Approved as to Form:

Howard Saxton, City Attorney — Date 2/13/2024

I certify that on this 13th day of February, 2024, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Gary Vegar and Rachel Shaw, to me known to be the Mayor and City Clerk, respectively, of the City of Prosser, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Prosser.

Witness my hand and official seal hereto affixed the day and year first above written.

NOTARY PUBLIC STATE OF WASHINGTON TONELLE MARIE YOST My Comm. Expires October 05, 2027 No. 18191

Notary Public in and for the State of Washington residing at Prosser. WA
My commission expires: 10/5/27

DocuSign Envelope ID: 44843220-3C19-4A84-8C31-B9774F770D12

RESOLUTION NO. 2024-06

A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON, ADOPTING THE BENTON COUNTY SOLID WASTE AND HAZARDOUS WASTE MANAGEMENT PLAN FOR YEARS 2024-2029.

WHEREAS, RCW 70A.205.040 requires counties and the cities located in each county to prepare a comprehensive solid waste and hazardous waste management plan; and

WHEREAS, pursuant to Resolution No. 2022-07, the City entered into an interlocal agreement with Benton County and the cities of Kennewick, West Richland, Prosser and Benton City to prepare the Benton County Solid Waste and Hazardous Waste Management Plan, and to operate programs documented in the plan; and

WHEREAS, as required by the Washington State Department of Ecology, and under the guidance of the Benton County Solid Waste Advisory Committee, Benton County has prepared an update to the Benton County Solid Waste and Hazardous Waste Management Plan for Years 2024-2029, attached hereto as **Exhibit A**; and

WHEREAS, the City's best interest are served by complying with RCW 70A.205.040 by participating in and adopting the Benton County Solid Waste and Hazardous Waste Management Plan; and

WHEREAS, the plans and programs documented in the Benton County Solid Waste and Hazardous Waste Management Plan supplement the plans and services of the City's Solid Waste Utility, as documented in the City's Budget, Capital Improvement Plan and Richland Municipal Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the Benton County Solid Waste and Hazardous Waste Management Plan for Years 2024-2029, attached as **Exhibit A**, is hereby adopted, and shall serve as the guiding document for cooperative solid waste programs conducted in Benton County and benefitting city residents.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 16th day of January, 2024.

Theresa A Richardson
Theresa Richardson, Mayor

Attest:

Jennifer Rogers
Jennifer Rogers, City Clerk

Approved as to Form:

Heather Kintzley
Heather Kintzley, City Attorney

FOR THE CITY OF RICHLAND, WASHINGTON.

Jon Amundson, City Manager — Date: 2/20/2024

Attest:

Jennifer Rogers, City Clerk — Date: 2/20/2024

Approved as to Form:

Heather Kintzley
City Attorney — Date: 2/15/2024

I certify that on this 20th day of February, 2023, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Jon Amundson and Jennifer Rogers, to me known to be the City Manager and City Clerk, respectively, of the City of Richland, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Richland.

Witness my hand and official seal hereto affixed the day and year first above written.

TONI SUE CLARK NOTARY PUBLIC STATE OF WASHINGTON COMMISSION EXPIRES 9-29-25 68900

Toni Sue Clark
Notary Public in and for the State of Washington residing at Kennewick
My commission expires: 09/29/2025

CITY OF WEST RICHLAND
RESOLUTION NO. 16-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST RICHLAND, WASHINGTON ADOPTING 2024 – 2029 BENTON COUNTY SOLID WASTE AND HAZARDOUS WASTE MANAGEMENT PLAN.

WHEREAS, the Washington State Legislature, pursuant to provisions of RCW 70A.205, enacted legislation with the purpose to establish a comprehensive state-wide program for solid and hazardous waste handling, and solid waste recycling which will prevent land, air, and water pollution and conserve the natural, economic, and energy resources of this state; and

WHEREAS, pursuant to the provisions of RCW 70A.300 each county within the state, in cooperation with the various cities located within such county, shall prepare a coordinated comprehensive solid waste management plan; and

WHEREAS, an Inter-local Agreement for Solid Waste Management by and between Benton County and the Cities of Benton City, Kennewick, Prosser, Richland, and West Richland as governmental entities have already agreed among themselves by actions of governing authorities of the respective parties that there should be only one solid waste management plan to encompass the entirety of Benton County; and

WHEREAS, pursuant to RCW 70A.205 the Benton County Solid Waste Advisory Committee and Solid Waste Staff have revised the Benton County Solid Waste and Hazardous Waste Management Plan; and

WHEREAS, a copy of the 2024-2029 Benton County Solid Waste and Hazardous Waste Management Plan dated November 2023 is on file with the City Clerk.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST RICHLAND, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council of the City of West Richland hereby adopts the 2024-2029 Benton County Solid Waste and Hazardous Waste Management Plan dated November 2023.

Section 2. This resolution shall be in effective immediately upon approval.

PASSED by the City Council for the City of West Richland, Washington, this 5th day of March 2024.

Brent Gerry, Mayor

ATTEST:

Stephanie Haug, City Clerk

APPROVED AS TO FORM:

Jessica Foltz, City Attorney

FOR THE CITY OF WEST RICHLAND, WASHINGTON.

Brent Gerry, City Mayor — Date: 3/7/2024

Attest:

Stephanie Haug, City Clerk — Date: 3/7/24

Approved as to Form:

Jessica Foltz, City Attorney — Date: 3/7/2024

I certify that on this 7th day of March, 2024, before me, the undersigned Notary Public in an for the State of Washington, duly commissioned and sworn, personally appeared Brent Gerry and Stephanie Haug, to me known to be the Mayor and City Clerk, respectively, of the City of West Richland, Washington, the corporation that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of West Richland.

Witness my hand and official seal hereto affixed the day and year first above written.

ILKA GILLIAM
NOTARY PUBLIC #107052
STATE OF WASHINGTON
COMMISSION EXPIRES
FEBRUARY 19, 2025

Ilka Gilliam
Notary Public in and for the State of Washington residing at Kennewick
My commission expires: 2-19-2025

Appendix C:
Information on the SWAC

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Benton County
Solid Waste Advisory Committee
(SWAC)

BYLAWS AND MEETING PROCEDURES

I. STATEMENT OF PURPOSE

Solid Waste Advisory Committee (SWAC)

The Benton County Solid Waste Advisory Committee (SWAC) has been appointed by the Board of County Commissioners in accordance with Chapter 70.95 (165) RCW. The statute requires the SWAC to "assist in the development of solid waste handling programs and policies concerning solid waste handling and disposal, and review and comment on proposed rules, policies or ordinances prior to their adoption." These Bylaws will become a part of the County Solid Waste Plan by reference and will define the SWAC function and rules.

The scope and duties of the Benton County Solid Waste Advisory Committee shall be to:

A. Advise Benton County on all aspects of solid waste management planning;
B. Assist Benton County in the development of programs and policies concerning solid waste management;
C. Review and comment on proposed solid waste management rules, policies, or ordinances prior to their adoption.

II. MEMBERSHIP AND TERMS

A. SWAC Members: The SWAC shall be composed of a minimum of nine (9) and no more than twelve (12) members representing a balance of interests among the following groups: citizens, public interest groups, business, the waste management industry, and local elected public officials. Members shall provide on-going public input, coordination and information exchange between the groups. Six (6) of the members shall be representatives of the cities and towns of the county and shall be recommended by their respective councils. Only members representing participation jurisdictions may vote on financial matters.

B. Appointment: Members shall be appointed by motion of the Board of County Commissioners.

C. Terms: Members shall serve a term of three (3) years or until their successor is appointed and confirmed as provided in the SWAC by-laws. The terms of office shall be staggered. Members may be reappointed to serve consecutive terms. Reappointment shall be subject to confirmation by motion of the Board of County Commissioners.

D. Vacancies: Vacancies shall be filled for the remainder of the term of the vacant position in the manner described in the initial appointment.

E. Participation: Members of the Committee are needed to advise on matters of public policy formulation and their regular attendance is essential. The Chair may recommend to the Board of

County Commissioners replacement of a member if three (3) consecutive meetings are missed, or half the meetings in a given year are missed.

F. Training: Members should make themselves available to participate in training workshops pertinent to current solid waste issues as they become available.

G. Substitution: An appointed member may have a person, representing the absent member's interest, attend meetings and vote in the member's place for two meetings per year.

III. MEETINGS

SWAC Meeting: The committee shall adopt no recommendation, except in a meeting open to the public and then only at a meeting, the date of which public notice has been given by notifying press and radio in the county, and by such other means as may now or hereafter be provided. The committee may adopt recommendations and take other means as necessary, by a majority vote of the members present at the meeting. The committee shall hold at least one meeting each quarter. The time and place of the regular meetings shall be set by the Chair in a manner acceptable to the Committee. The Chair may cancel a meeting.

Technical Advisory Committee Workshops: The Chair, or in the Chair's absence, the Vice Chair, may call a workshop for one specific purpose, provided that proper notice is provided to each member and other interested parties describing the purposes at least twenty-four hours prior to the time scheduled for the workshop. TAC members are appointed by their own political sub division, and may or may not be associated with the SWAC.

IV. CHAIR, VICE CHAIR, AND SECRETARY

A. Chair: A majority of the committee shall elect one of its members as Chair. The term of the Chair shall be for one (1) year. The Chair shall be elected at the first meeting in January and shall serve for a term of one year. The election year and the term of the Chair will begin at the first meeting in January of each year.

B. Vice Chair: A majority of the committee shall elect one of its members as Vice Chair. The term of the Vice Chair shall be for one (1) year. The Chair shall be elected at the first meeting in January and shall serve for a term of one year. The election year and the term of the Vice Chair will begin at the first meeting in January of each year.

C. Secretary: A majority of the committee shall elect one of its members as Secretary. The term of the Secretary shall be for one (1) year. The Secretary shall be elected at the first meeting in January and shall serve for a term of one year. The election year and the term of the Chair will begin at the first meeting January of each year.

V. CONDUCT OF MEETINGS

A. Roberts Rules of Order: The parliamentary rules known as Roberts Rules of Order shall apply to and govern the procedures of all meetings of the Committee; provided that the Chair may elect to allow a more informal discussion format so long as business is conducted in good order and participation of all members is assured. Consensus of the members is the preferred means to resolve all questions before the Committee. Consensus is hereby defined as the absence of any no votes by members.

B. Minutes/Agendas: Minutes of all meetings shall be kept and distributed to the members within two weeks after a meeting. Meeting minutes will be approved by a majority vote of members present. Agendas will be prepared, with verbal approval of the Chair, and distributed to the members at least seven days in advance of any regularly scheduled meeting.

C. Public Access: All meetings shall be open to the public. Provision shall be made for public comment at each meeting. Approved meeting minutes shall be available to the public on request.

VI. WAIVER OF THE RULES

Any of the above rules or procedures may be waived by the majority vote of the Committee provided further that the reason therefore be included in each motion for waiver.

VII. AMENDMENTS

To the extent that such an amendment would not conflict with the purpose for which the Committee was established, any of these bylaws may be amended or repealed, and new bylaws may be adopted, by majority vote of the entire SWAC. Members will be provided with proposed amendments at least two weeks before action is taken to amend these bylaws.

VIII. TOPICS OF REVIEW

A. County Solid Waste Plan: Formulation of the Plan, including major updates, recommendations, amendments and addenda to the Plan.

B. Moderate Risk Waste Plan: Formulation of the Plan, including major updates, recommendations, amendments and addenda to the Plan.

C. Legislative Proposals: Regulations adopted by the Board of Health, and by the Board of County Commissioners affecting solid waste management and related issues will be assigned to the Committee for review and comment prior to their adoption.

D. Other Issues: Additional questions pertaining to Benton County's waste management program may be addressed to the Committee by the Board of County Commissioners as deemed appropriate.

RESOLUTION 2023 233

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF BENTON COUNTY WASHINGTON:

IN THE MATTER OF APPOINTMENTS TO THE SOLID WASTE ADVISORY COMMITTEE

WHEREAS, there exists a need to establish a Benton County Solid Waste Advisory Committee per Washington RCW 70A.205.110; and

WHEREAS, many appointments to the Solid Waste Advisory Committee term expired 12/31/2022; and

WHEREAS, those members listed below have indicated their interest and willingness to serve on the Committee; and

WHEREAS, Resolution No. 2022-176 appointing last year's committee can be rescinded; and

WHEREAS, the Board of Benton County Commissioners has received a recommendation from Benton County Solid Waste Management to appoint, those members listed below; **NOW THEREFORE,**

BE IT RESOLVED that the Board of Benton County Commissioners hereby appoints the following members to the Benton County Solid Waste Advisory Committee.

City of Kennewick – Chuck Torelli, Jim Millbauer (Alternate)
City of Richland – Mayor Pro Tem Theresa Richardson
City of Prosser – Don Aubrey
Basin Disposal – Rebecca Francik, Darrick Dietrich (Alternate)
City of West Richland – Richard Bloom
Public Citizen – Khris Olsen
Waste Management – Tami Yager, Kevin Fuerst (Alternate)
Benton County – Will McKay, Matt Mahoney (Alternate)
Benton City – Jessica Wadsworth
Agricultural Representative – Anthony Searls
Benton Franklin Conservation District – Mark Nielson

Orig.: Public Works

J. Mayfield

BE IT FURTHER RESOLVED Resolution No. 2022-176 is hereby rescinded and replaced with this resolution.

Dated this 14th day of March 2023.

Chairman

Chairman Pro-Tem

Commissioner

Constituting the Board of County
Commissioners of Benton County, Washington

Attest: Marilu Flores
Clerk of the Board

Orig.: Public Works

J. Mayfield

Benton County
Solid Waste Advisory Committee
(SWAC)

Meeting Minutes
May 17, 2023, 10:00 AM

SWAC Members:		In-person or remote
Benton County	Will McKay	remote
Benton County	Matt Mahoney (alternate)	in-person
City of Benton City	Jessica Wadsworth	absent
City of Kennewick	Chuck Torelli (Secretary)	in-person
City of Kennewick	Jim Millbauer (alternate)	in-person
City of Prosser	Don Aubrey	absent
City of Richland	Theresa Richardson	telephonically
City of West Richland	Richard Bloom (Vice Chair)	in-person
Basin Disposal	Darrick Dietrich (alternate)	absent
Basin Disposal	Rebecca Francik (Chair)	in-person
Public Citizen	Khris Olsen	in-person
Agricultural Representative	Anthony Searls	absent
Benton Franklin Conservation Dist.	Mark Nielson	absent
Waste Management	Tami Yager	in-person
Waste Management	Kevin Fuerst (alternate)	absent

Additional Attendees:

Cristina Woods, Benton County	in-person
Wendy Mifflin, HDR	remote
Martin Nelson, City of Kennewick	in-person
Janusz Bajsarawicz, DTG Recycling	remote
Aaron Enebrad, DTG Recycling	in-person
Jason Wilfong, DTG Recycling	in-person
Tony Rounds, DTG Recycling	remote
Laurie Shaffer , DTG Recycling	in-person
Tracey Onstad Bills	remote

Meeting start time: 10:03 a.m.

Discussion items

1) Introductions

Everyone attending virtually and in-person introduced themselves and stated what agency they were from.

2) Approval of April 12, 2023, Meeting Minutes

Richard Bloom made a motion to approve minutes as presented, seconded by Tami Yager – MCU

3) Public Comment – (None)

4) 5-Year Solid Waste Plan – DRAFT Chapter 11/Implementation Plan, Executive Summary, Appendix F - WUTC Assessment, and Review all previous chapter updates

Discussed Chapter 11– Implementation Plan

Wendy Mifflin explained that this Chapter reflects information that previous consensus had been reached upon. Discussion followed. She explained this plan as a "living document", to be updated as needs dictate. Wendy explained the process for regulatory review and ultimate adoption, as well as any later amendments.

Discussed Executive Summary

Wendy Mifflin provided an overview of the SWAC recommendations, important points of consideration, and plan implementation aspects. Discussion followed.

Discussed Appendix F – WUTC Cost Assessment

Reviewed all previous chapter updates

Wendy Mifflin indicated previous chapters have been reviewed, and that the desire at this time is to advance the plan to regulatory review. Members provided input on assorted aspects and asked general questions. Discussion followed.

Motion made by Rebecca Francik, to approve, with revisions, DRAFT plan content and move the plan toward regulatory review. Seconded by Richard Bloom. Motion carried.

5) Other

Next meeting will be June 14, 2023, at 10:00 a.m.

Meeting end time: 11:58 a.m.

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Appendix D:
Status of 2013 Plan Recommendations

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Appendix D – Status of Recommendations – 2013 Benton County Solid Waste Management Plan		
Chapter	**Recommendation**	**Implementation Status**
3. Outreach and Education	1. Update Website.	Ongoing
	Provide Technical Assistance to Schools and Businesses.	Ongoing
	3. Arrange Recycling Facility Tours/Interactive Education.	Ongoing
3. Waste Reduction	Support Product Stewardship and Extended Producer Responsibility Policies.	Ongoing
	Promote Environmentally Preferable Products Preference and Purchasing.	Ongoing
	Promote Waste Reduction Practices in County and City operations.	Ongoing
	4. Promote Use of Online Materials Exchanges.	Ongoing
	5. Encourage Use of Reuse Stores and organizations.	Ongoing
	Consider Implementing Waste Reduction Requirements for New Developments.	Not Accomplished
	Monitor Progress and Efficacy of Waste Management and Reduction Measures.	Done at Time of Plan Updates
3. Recycling	Evaluate Need for Additional Materials and New Locations for Drop-Box Program.	Ongoing
	Consider Implementing a Rewards Program for Residential Recyclers.	Accomplished
	3. Provide Commercial Waste Assistance as Needed.	Ongoing
	4. Evaluate Recycling Opportunities Related to the Wine Industry.	Not Accomplished
3. Organics	Expand Yard Waste Chipping Program as Funding and Markets Become Available.	Ongoing
	Encourage Curbside Green Waste Collection for Commercial Customers.	Ongoing
	Evaluate Diversion Opportunities for Organic Waste from Wine Industry.	Not Accomplished

Appendix D – Status of Recommendations – 2013 Benton County Solid Waste Management Plan		
Chapter	**Recommendation**	**Implementation Status**
4. Collection Systems	1. Consider Mandatory Collection in Unincorporated Areas.	Not Accomplished
	Further Evaluation of Recycling Service Level Changes for County Unincorporated Area.	Under Consideration
5. Transfer and Disposal	The County will monitor, and where appropriate and feasible, provide input into the City of Richland's process evaluating the feasibility of expanding Horn Rapids Landfill.	Ongoing as Requested
6. Agricultural waste	Continue to Work Cooperatively with Port of Benton and Regional Agencies to Identify Opportunities for Beneficial Use of Organic Residuals from Agriculture.	Not Accomplished
6. Asbestos	Encourage BCAA to Increase Enforcement of Asbestos Waste Disposal Activities.	Not Accomplished
	Provide Education to Homeowners on Proper Handling and Disposal.	Ongoing
6. Biomedical Waste	Provide educational materials for correct management of medical waste generated by residents.	Ongoing
	Evaluate feasibility of sharps and outdated pharmaceuticals collection at household hazardous waste collection sites.	Not Accomplished
Construction and Demolition Debris	Provide waste reduction, green building and debris management information to contractors.	Not Accomplished
	Evaluate establishing C&D and Inert Waste Diversion Specifications for private Projects.	Not Accomplished
	Evaluate establishing C&D and inert waste diversion specifications for public (city and county) projects.	Not Accomplished
	Develop a Disaster Management Plan for Benton County.	Not Accomplished

Appendix D – Status of Recommendations – 2013 Benton County Solid Waste Management Plan		
Chapter	**Recommendation**	**Implementation Status**
	Provide additional Oversight of Small Inert Waste Fill Projects.	Ongoing
6. Petroleum Contaminated Waste	1. Maintain Existing System.	Ongoing
6. Street Wastes	1. Evaluate Potential Reuse of Street Wastes.	Accomplished
6. Tires	Develop a Plan for Management of Tires accumulated on individual properties.	Accomplished
	Evaluate implementation of County and City Purchasing Programs for Recycled Tire Products.	Accomplished
	3. Implement Programs to Reduce Tire Waste.	Not Accomplished
	4. Initiate Public Education Programs.	Ongoing
6. Electronic Waste	Monitor E-cycle program effectiveness and submit annual satisfaction report when feasible.	Reviewed Annually
	2. Provide E-cycle information on website.	Ongoing
	Update website with e-waste collection and recycling information.	Ongoing
7. Moderate Risk Waste	Household Hazardous Waste Collection- Develop New MRW Facility Land purchase Permits, site plans, retrofitting for minimal collection only Construction of larger facility to allow for processing and storage; operation & labor expenses	Currently Being Implemented
	2. Continue, and expand as possible, public outreach and education efforts.	To Be Implemented Upon Completion of MRW Facility

Appendix D – Status of Recommendations – 2013 Benton County Solid Waste Management Plan		
Chapter	**Recommendation**	**Implementation Status**
	3. Provide technical assistance, as possible, to small Business.	To Be Implemented Upon Completion of MRW Facility
	4. Provide opportunities for small business to dispose of small quantities of waste at future facilities.	To Be Implemented Upon Completion of MRW Facility
	5. Contact business to sponsor collection events.	Not Implemented
Administration and Enforcement	1. Facilitate interagency relationships on issues related to solid waste management.	Ongoing
	The various agencies in the county involved in solid waste management will work together to coordinate enforcement activities.	Ongoing
	The county, cities, and other relevant public agencies, to the extent practicable, will coordinate programs regarding illegal dumping cleanup, education, and prevention.	Ongoing
	Implement a coordinated public outreach and education program addressing illegal dumping and related problems.	Ongoing

Appendix E:
SEPA Checklist

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Community Development Department
Prosser Office: 620 Market Street, 1st Floor
Kennewick Office: 102206 East Wiser Parkway
www.co.benton.wa.us

Planning Division
(509) 786-5612
P.O. Box 910, Prosser, WA 99350
planning.department@co.benton.wa.us

SEPA ENVIRONMENTAL CHECKLIST

RECEIVED
JUL 10 2023
Benton County
Planning Division

File No. EA 2023-013

A. BACKGROUND

1. **Name of proposed project, if applicable:**

   Benton County Solid Waste and Moderate Risk Waste Management Plan for years 2024-2029.

2. **Name of applicant:**

   Benton County Public Works Department, Solid Waste Division

3. **Address and phone number of applicant and contact person:**

   Matt Mahoney, Public Works Manager

   Benton County Public Works Department, Solid Waste Division

   PO Box 1001

   Prosser, WA 99350

   (509) 786-5611

4. **Date checklist prepared:**

   June 27, 2023

5. **Agency requesting checklist:**

   Benton County

6. **Proposed timing or schedule (including phasing, if applicable):**

   Benton County will complete the Solid Waste and Moderate Risk Waste Management Plan (referred to as the "Plan") in 2024. Local adoption of the Plan by the agencies listed in Item A.10, below, is expected by the end of 2023, and the Plan will become effective at that time. Implementation of the Plan will occur over a 5-year period from 2024 through 2029.

7. **Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.**

   State law requires that solid waste plans be reviewed regularly and updated as needed. The next Plan review is scheduled for 2028 - 2029.

8. **List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.**

   Environmental review will occur subsequently on a per-project basis, as applicable. This is a non-project action.

   This Plan supersedes all previous solid waste and moderate risk waste (MRW) management plans including the 2013 Update Benton County Solid Waste and Moderate Risk Waste Plan.

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9. **Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.**

   There are no specific properties or projects covered in the Plan as this is a non-project action.

10. **List any government approvals or permits that will be needed for your proposal, if known.**

    Approvals of the Plan are required from the following agencies: the Benton County Board of County Commissioners; the cities of Benton City, Kennewick, Richland, Prosser, and West Richland; the Benton County Solid Waste Advisory Committee; the Washington State Department of Ecology (Ecology), the Washington State Department of Agriculture, and the Washington Utilities and Transportation Commission.

11. **Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)**

    The Plan recommends strategies to manage solid waste and MRW generated in Benton County, Washington. Solid waste handling includes management, storage, collection, diversion, transportation, treatment, use, processing, and final disposal. The Plan includes recommendations for municipal solid waste (MSW), MRW, diversion, construction and demolition debris, organics, and special wastes (these wastes have some similarity to "normal" MSW and can be managed in a similar fashion with some additional precautions or special handling procedures, e.g. agricultural waste, animal carcasses, appliances, asbestos, biomedical waste, construction and demolition debris, electronic waste, vehicles, pharmaceuticals, tires, disaster debris, and yard waste).

    The objectives of the Plan are to:

    - *Manage wastes in a cost-effective manner that promotes, in order of priority, waste reduction, reuse, and recycling.*
    - *Enhance and improve overall efficiency of waste and recyclables collection and transfer.*
    - *Encourage and expand coordination and communication regarding waste collection, recycling, and disposal among all jurisdictions, agencies, and private firms in Benton County.*
    - *Ensure that collection infrastructure is flexible and adaptable to changing recycling and waste diversion practices.*
    - *Ensure that wastes are properly managed, and facilities are operated in full compliance with appropriate rules and regulations.*
    - *Establish guidelines and strategies for management of specific waste streams.*
    - *Manage waste as a resource to increase local job opportunities and support economic development.*
    - *Consider environmental impacts to climate, air, water, and land that are associated with waste generation, transportation, handling, recycling, and disposal.*
    - *Reinvigorate the public education and outreach programs throughout the County.*

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- *Encourage people and businesses to make responsible choices about what they produce and consume, and what they generate as waste.*
- *Encourage public/private partnerships for waste reduction and recycling programs.*
- *Support changes to federal and state regulations and policies that support economically sustainable recycling opportunities and waste diversion.*
- *Manage waste in a manner that promotes Washington State's waste management priorities presented in Ecology's Moving Washington Beyond Waste and Toxics document.*
- *Comply with federal, state, and local solid waste and MRW regulations.*
- *Promote and support life-cycle product stewardship and industry advancements in packaging standards that lead to less waste generation.*

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The Plan includes incorporated and unincorporated areas of Benton County. Figure 4-1 of the Plan provides a map of existing Benton County solid waste facilities.

B. ENVIRONMENTAL ELEMENTS

1. Earth

a. General description of the site:

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

Not Applicable (N/A) – Non-Project Action.

b. What is the steepest slope on the site (approximate percent slope)?

N/A – Non-Project Action.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

N/A – Non-Project Action.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

N/A – Non-Project Action.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

N/A – Non-Project Action.

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f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

N/A – Non-Project Action.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

N/A – Non-Project Action.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

N/A – Non-Project Action.

2. Air

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

N/A – Non-Project Action.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

N/A – Non-Project Action.

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

N/A – Non-Project Action.

3. Water

a. Surface Water:

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

N/A – Non-Project Action.

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

N/A – Non-Project Action.

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

N/A – Non-Project Action.

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

N/A – Non-Project Action.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

N/A – Non-Project Action.

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6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

N/A – Non-Project Action.

b. Ground Water:

1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

N/A – Non-Project Action.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

N/A – Non-Project Action.

c. Water runoff (including stormwater):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

N/A – Non-Project Action.

2) Could waste materials enter ground or surface waters? If so, generally describe.

N/A – Non-Project Action.

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

N/A – Non-Project Action.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

N/A – Non-Project Action.

4. Plants

a. Check the types of vegetation found on the site:

____deciduous tree: alder, maple, aspen, other

____evergreen tree: fir, cedar, pine, other

____shrubs

____grass

____pasture

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____crop or grain

____ Orchards, vineyards, or other permanent crops.

____ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other

____water plants: water lily, eelgrass, milfoil, other

____other types of vegetation

N/A – Non-Project Action.

b. What kind and amount of vegetation will be removed or altered?

N/A – Non-Project Action.

c. List threatened and endangered species known to be on or near the site.

N/A – Non-Project Action.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

N/A – Non-Project Action.

e. List all noxious weeds and invasive species known to be on or near the site.

N/A – Non-Project Action.

5. Animals

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

Examples include:

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:

fish: bass, salmon, trout, herring, shellfish, other _____

N/A – Non-Project Action.

b. List any threatened and endangered species known to be on or near the site.

N/A – Non-Project Action.

c. Is the site part of a migration route? If so, explain.

N/A – Non-Project Action.

d. Proposed measures to preserve or enhance wildlife, if any:

N/A – Non-Project Action.

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e. List any invasive animal species known to be on or near the site.

N/A – Non-Project Action.

6. Energy and Natural Resources

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

N/A – Non-Project Action.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

N/A – Non-Project Action.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

N/A – Non-Project Action.

7. Environmental Health

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.

N/A – Non-Project Action.

1) Describe any known or possible contamination at the site from present or past uses.

N/A – Non-Project Action.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

N/A – Non-Project Action.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

N/A – Non-Project Action.

4) Describe special emergency services that might be required.

N/A – Non-Project Action.

5) Proposed measures to reduce or control environmental health hazards, if any:

N/A – Non-Project Action.

b. Noise

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

N/A – Non-Project Action.

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2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

N/A – Non-Project Action.

3) Proposed measures to reduce or control noise impacts, if any:

N/A – Non-Project Action.

8. Land and Shoreline Use

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

N/A – Non-Project Action.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

N/A – Non-Project Action.

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

N/A – Non-Project Action.

c. Describe any structures on the site.

N/A – Non-Project Action.

d. Will any structures be demolished? If so, what?

N/A – Non-Project Action.

e. What is the current zoning classification of the site?

N/A – Non-Project Action.

f. What is the current comprehensive plan designation of the site?

N/A – Non-Project Action.

g. If applicable, what is the current shoreline master program designation of the site?

N/A – Non-Project Action.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

N/A – Non-Project Action.

i. Approximately how many people would reside or work in the completed project?

N/A – Non-Project Action.

j. Approximately how many people would the completed project displace?

N/A – Non-Project Action.

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k. Proposed measures to avoid or reduce displacement impacts, if any:

N/A – Non-Project Action.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

N/A – Non-Project Action.

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

N/A – Non-Project Action.

9. Housing

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

N/A – Non-Project Action.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

N/A – Non-Project Action.

c. Proposed measures to reduce or control housing impacts, if any:

N/A – Non-Project Action.

10. Aesthetics

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

N/A – Non-Project Action.

b. What views in the immediate vicinity would be altered or obstructed?

N/A – Non-Project Action.

c. Proposed measures to reduce or control aesthetic impacts, if any:

N/A – Non-Project Action.

11. Light and Glare

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

N/A – Non-Project Action.

b. Could light or glare from the finished project be a safety hazard or interfere with views?

N/A – Non-Project Action.

c. What existing off-site sources of light or glare may affect your proposal?

N/A – Non-Project Action.

d. Proposed measures to reduce or control light and glare impacts, if any:

N/A – Non-Project Action.

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12. Recreation

a. What designated and informal recreational opportunities are in the immediate vicinity?

N/A – Non-Project Action.

b. Would the proposed project displace any existing recreational uses? If so, describe.

N/A – Non-Project Action.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

N/A – Non-Project Action.

13. Historic and cultural preservation

a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers ? If so, specifically describe.

N/A – Non-Project Action.

b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

N/A – Non-Project Action.

c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

N/A – Non-Project Action.

d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

N/A – Non-Project Action.

14. Transportation

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

N/A – Non-Project Action.

b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

N/A – Non-Project Action.

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c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

N/A – Non-Project Action.

d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

N/A – Non-Project Action.

e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

N/A – Non-Project Action.

f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

N/A – Non-Project Action.

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

N/A – Non-Project Action.

h. Proposed measures to reduce or control transportation impacts, if any:

N/A – Non-Project Action.

15. Public Services

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

N/A – Non-Project Action.

b. Proposed measures to reduce or control direct impacts on public services, if any.

N/A – Non-Project Action.

16. Utilities

a. Circle utilities currently available at the site:

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____

N/A – Non-Project Action.

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

N/A – Non-Project Action.

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C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: Matt Mahoney

Name of signee: Matt Mahoney

Position and Agency/Organization: Public Works Manager

Date Submitted: 07/11/2023

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D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. **How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

   Proposed actions described in the Plan are meant to encourage the proper management and disposal of solid and hazardous wastes, and to promote waste reduction, recycling, composting, and reuse. Successful implementation of the Plan is intended to decrease releases of toxic or hazardous substances to the environment.

   The Plan itself will not increase discharges to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise. Specific projects recommended in the Plan will undergo a SEPA review specific to them, as required, and be subject to any other applicable state and local requirements.

   Proposed measures to avoid or reduce such increases are:

   - *Provide convenient and reliable services for managing solid waste materials.*
   - *Promote the use of innovative and economical waste handling methods.*
   - *Emphasize waste reduction as a fundamental management strategy.*
   - *Encourage recovery of marketable resources from solid waste.*
   - *Encourage public/private partnerships for waste reduction and recycling programs.*
   - *Increase public awareness on solid waste issues and provide citizens with information and education to implement recommended waste management practices.*
   - *Reduce the environmental impacts to climate, air, water and land that are associated with waste generation, transportation, handling, recycling and disposal.*
   - *Support a sustainable solid waste system both at the local level and regionally.*
   - *Comply with federal, state and local solid waste and MRW regulations.*
   - *Support the State's Solid and Hazardous Waste Plan – Ecology's Moving Washington Beyond Waste and Toxics document*

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2. **How would the proposal be likely to affect plants, animals, fish, or marine life?**

   Refer to response number 1. The Plan encourages proper management and disposal of solid waste, which should protect plant and wildlife habitat by reducing illegal dumping. Enhanced educational efforts regarding the use of toxic substances and increased access to recycling, as recommended in the Plan, may reduce threats posed to wildlife by improper disposal of solid wastes. Specific projects recommended in the Plan will undergo a SEPA review specific to them, as required, and be subject to any other applicable state and local requirements.

   Proposed measures to protect or conserve plants, animals, fish, or marine life are:

   Refer to response number 1.

3. **How would the proposal be likely to deplete energy or natural resources?**

   The Plan's recommendations are not expected to deplete energy or natural resources. The Plan promotes a more efficient system for collecting and disposing of solid wastes. The Plan also promotes practices associated with waste reduction, recycling, energy recovery, and reuse which should ultimately conserve natural resources. Specific projects recommended in the Plan will undergo a SEPA review specific to them, as required, and be subject to any other applicable state and local requirements.

   Proposed measures to protect or conserve energy and natural resources are:

   N/A

4. **How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

   Such areas should be unaffected by the recommendations in the Plan. Implementation of project-specific proposals will undergo separate environmental review under SEPA.

   Proposed measures to protect such resources or to avoid or reduce impacts are:

   N/A

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5. **How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

   Future development would occur in accordance with the 2008 Benton County Growth Management Comprehensive Plan (as amended) and applicable land use regulations (as amended). No direct impacts to land or shoreline uses are anticipated to result from the proposed recommendations of the Plan.

   Proposed measures to avoid or reduce shoreline and land use impacts are:

   N/A

6. **How would the proposal be likely to increase demands on transportation or public services and utilities?**

   The addition of any solid waste facilities or practices promoted by the Plan will be implemented in accordance with local, state, and federal regulations. Therefore, increased demands on those services will be minimized through compliance with the applicable laws and regulations in place at the time of the proposed action. Solid waste collection is described and analyzed in Chapter 6.0 of the Plan. Projects recommended in the Plan will undergo a SEPA review specific to them, as required, and be subject to any other applicable state and local requirements.

   Proposed measures to reduce or respond to such demand(s) are:

   N/A

7. **Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.**

   The addition of any solid waste facilities or practices promoted by the Plan will be implemented in conformance with local, state, and federal regulations. The Plan does not recommend any actions that are not in compliance with said regulations. Projects recommended in the Plan will undergo a SEPA review specific to them, as required, and be subject to any other applicable state and local requirements.

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Appendix F:
WUTC Cost Assessment

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APPENDIX F - WUTC COST ASSESSMENT QUESTIONNAIRE

INTRODUCTION

By state law *(RCW 70A.205*), solid waste management plans are required to include:

"…an assessment of the plan's impact on the costs of solid waste collection. The assessment shall be prepared in conformance with guidelines established by the Utilities and Transportation Commission (WUTC or Commission). The Commission shall cooperate with the Washington state association of counties and the association of Washington cities in establishing such guidelines."

The following WUTC Cost Assessment Questionnaire (Questionnaire) has been prepared in accordance with the guidelines prepared by the WUTC (WUTC 1997). The purpose of this Questionnaire is not only to allow an assessment of the impact of proposed activities on current garbage collection and disposal rates, but to allow projections of future rate impacts as well. The WUTC requests this information in order to review the plan's impacts to the waste haulers that it regulates. For these haulers, WUTC is responsible for setting collection rates and approving proposed rate changes. Hence, WUTC will review the following cost assessment to determine if it provides adequate information for rate-setting purposes and will advise Benton County (County) as to the probable collection rate impacts of proposed programs. Consistent with this purpose, the cost assessment focuses primarily on those programs (either implemented or recommended) with potential rate impacts.

Benton County Cost Assessment Questionnaire

Prepared By: Josiah Close, HDR

Telephone: (360) 570-7294

Email: Josiah.Close@hdrinc.com

Date: April 28, 2023

Definitions: The Solid Waste and Moderate Risk Waste Management Plan (Plan) is a long-term strategy that includes management, storage, collection, diversion, transportation, treatment, use, processing, and final disposal of the County's solid waste. The Plan covers a twenty-year span and the Questionnaire has defined the period of review for the cost assessment in the table 1 below.

Year	Plan Year
1	2024
2	2025
3	2026
4	2027
5	2028
6	2029

Benton County's fiscal year is the same as the calendar year (CY) - that is - January through December. The County worked in conjunction with local governments and citizens as well as HDR to develop a county wide comprehensive plan. No other jurisdictions have developed a plan exclusive of Benton County.

Demographics

The data source for population projections used in the development of the plan is the Washington State Office of Financial Management (OFM). In order to maintain a conservative yet accurate approach, the population projections utilize the "medium" case figures from the OFM. The base year and the associated populations are detailed in the table below as well as the assumed percentage increases from the Plan years one through six. The 2021 population of 209,400 was taken from Table 2-1 of the Plan and is utilized as the starting point. This figure was then projected for 2024 through 2029 by extrapolating the projected population growth with the help of addition projection data from OFM for 2025 and 2030. The table below shows the population projection by year.

Year	Plan Year	Benton County Population	Percentage Change
1	2024	214,191	0.8%
2	2025	215,740	0.7%
3	2026	218,113	1.1%
4	2027	220,512	1.1%
5	2028	222,938	1.1%
6	2029	225,390	1.1%

Waste Stream Generation

The following table details the estimated waste generation and recycling tonnage for the County. Waste generation is estimated at 9.26 pounds per person per day, based on Table 2-2 in the Plan.

Year	Plan Year	Waste Generation (Tons)	MSW Disposed (Tons)	Recycled & Diverted (Tons)	Other Waste (Tons)
1	2024	361,972	228,676	126,690	6,606
2	2025	364,590	230,329	127,606	6,654
3	2026	368,600	232,863	129,010	6,727
4	2027	372,655	235,425	130,429	6,801
5	2028	376,754	238,014	131,864	6,876
6	2029	380,898	240,632	133,314	6,952

It is important to note that the recycling rate is assumed at 34.6% which is an unrounded version of the figure from the Plan of 35%. This was done in order to maintain the appropriate relationships in the projection of solid waste tonnages, specifically for the non-recyclables or other waste.

Waste Generation Assumptions

- Figures, except the “Year” and “Plan Year”, are shown as tons per year (TPY). Projected waste generation figures for 2024 through 2029 are based on the waste generation rate for 2018 (9.26 pounds per person per day) which is the most recent available and based on Ecology tonnage records in conjunction with the population forecasts from OFM.
- The projected amounts of recycling and diversion, disposed municipal solid waste (MSW), and other wastes assume the same percentage of the total waste generated as in 2018
- MSW Disposed per person per day is 5.85 pounds or 2,135 pounds per year (based on 2018 data)
- Other wastes include construction, demolition, and land clearing wastes disposed at limited purpose landfills and special wastes

System Program Component Costs

System costs reported in this questionnaire are funded by County revenues and through nominal grants.

WASTE REDUCTION PROGRAMS

Existing education and outreach waste reduction programs implemented by the County:

- “Pay-as-you-throw” rates
- Public education and outreach
- Drop box sites
- Public event recycling

The costs of providing the waste reduction programs are included within the County's solid waste budget and are funded through County revenues or via interlocal agreements.

Solid Waste Collection Programs

Curbside collection of MSW is mandatory within city and town limits of the County but not mandatory in the unincorporated areas. Collection is conducted by a number of private entities including Ed's Disposal, Inc., Basin Disposal, Inc., Waste Management, Sanitary Disposal, Inc., and the City of Richland's Solid Waste Division. The following table details information about the WUTC-regulated collection in the County.

MSW and Recycling Collection within Benton County							
Collection Entity		**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
Incorporated	Pop	176,590	177,867	179,824	181,802	183,801	185,823
	Tons	188,532	189,895	191,984	194,096	196,231	198,390
Unincorporated	Pop	37,601	37,873	38,290	38,711	39,137	39,567
	Tons	40,144	40,434	40,879	41,329	41,783	42,243
Total Population		**214,191**	**215,740**	**218,113**	**220,512**	**222,938**	**225,390**
Total Tons		**228,676**	**230,329**	**232,863**	**235,425**	**238,014**	**240,632**

** Projected 2024 through 2029 data based on assumed waste generation rates and population growth rates applied to 2021 population and 2018 tonnage data*

There is currently one transfer station in Benton County which is operated by Waste Management in Kennewick. Additionally, Basin Disposal operates two drop-box sites one in Prosser and one in Benton City. Waste collected in Benton County is transported to two transfer stations located outside Benton County Organics Collection Programs

Organics Collection Programs

The City of Richland offers weekly collection of yard waste, on regular collection days, weather permitting. The program accepts loose grass, leaves, plant trimmings, garden debris, non-treated wood, and branches less than 4 inches in diameter. Waste Management, in Kennewick, offers collection of unlimited bags of leaves the first week of November, December, and January with materials collected currently being directed for disposal. Christmas tree collection programs are offered by the City of Richland and Ed's Disposal through curbside collection, by WM of Kennewick at the transfer station, and BDI through their Pasco Transfer Station. The City of Richland is currently the only program that composts the Christmas trees collected. One of the largest areas of concern with yard waste is the capacity for processing within the County. The County and city partners could undertake a study to determine the infrastructure necessary to implement additional yard waste and food waste collection and recycling

programs. The County could also consider the potential for public-private partnerships to assist with volumes throughput and the offset of costs for facility construction, maintenance, operations, and product marketing.

Recycling Programs

The County, cities and towns, and waste collection companies provide numerous options including curbside as well as drop-off recycling sites throughout the County. Currently, curbside residential recycling service is provided in the City of Kennewick and the City of Richland. The cities of Benton City, Prosser, and West Richland and the unincorporated areas of the County are serviced by residential recycling drop-boxes. Commercial-sector recycling is available in the County and is provided by collection companies operating within each city and town and the unincorporated areas. Public event recycling is provided by the solid waste collection companies operating within the County.

To incentivize recycling, as mentioned, bins are located at multiple locations throughout the County as an opportunity to recycle. All materials collected at the drop-off sites are accepted at no cost. Additional recycling opportunities can enable residents and businesses to reduce their garbage service volumes and lower their garbage collection fees in cities with “pay-as-you-throw” price models. Additionally, residents and businesses that subscribe to recycling collection services may be able to reduce their garbage service to smaller size carts and lower their costs for garbage service. Markets for recyclables are volatile and affect commodities that are able to be collected and processed for recycling. Primary markets for specific materials and comments on factors that affect them as of December 2022 are presented in Table 5-3 in the Plan and summarized below.

Markets for Recyclable Materials (as of December 2022)

Material	Primary Market(s)	Comments
Paper		
Cardboard	Regional paper markets, paper mills, and export	The markets for cardboard (used in packaging) have recently been improving and may be stabilizing
Mixed Paper and Newspaper	Regional paper markets, paper mills, and export	The markets are fluctuating due to supply and demand from overseas markets and processors and are primarily low at this time
Plastics		
Bottles #1 through #7	Regional markets in Western Washington and Oregon, and export	The markets for PET and HDPE bottles are currently weak to non-existent (#1 and #2), and even weaker for bottles #3 through #7
Other Plastics	Primarily export	Markets are volatile and sometimes unreliable

Markets for Recyclable Materials (as of December 2022)		
Material	**Primary Market(s)**	**Comments**
Metals		
Aluminum	Regional markets in Western Washington and Oregon; can manufacturing in St. Louis	Aluminum prices were weak in 2022
Tin Cans, Appliances, and Ferrous and Non-ferrous Scrap	Regional markets in Western Washington and Oregon	Steel has fluctuated heavily, and the market is currently weak
Glass		
Clear Glass	Regional markets in Western Washington and Oregon	Prices are poor for clear glass
Brown and Green Glass	Regional markets in Western Washington and Oregon	Prices for brown and green glass are low or negative (i.e., the glass is recycled for a charge)

The assumed recycling rate is 34.6% of the total waste collected and this rate was used to project the future amount of recycling tons. It is important to note that this rate is an unrounded version of the figure from the Plan of 35%. This was done in order to maintain the appropriate relationships in the projection of solid waste tonnages, specifically for the non-recyclables or other waste. The table below shows a projection of recycling and non-recyclable tons based on the 2018 data from Table 2-2 in the Plan.

Year	Plan Year	Recycling (Tons)	Other Non-Recyclables (Tons)
1	2024	126,690	6,606
2	2025	127,606	6,654
3	2026	129,010	6,727
4	2027	130,429	6,801
5	2028	131,864	6,876
6	2029	133,314	6,952

Energy Recovery & Incineration (ER&I) Programs

MSW from the County is disposed of at multiple landfill facilities including the Horn Rapids Landfill located in the County, Waste Management's Columbia Ridge Landfill in Gillam County, Oregon, and the Waste Connections' Finley Buttes Landfill in Morrow County, Oregon. The Horn Rapids Landfill currently flares landfill gas collected but has an approved facility project with Pine Creek RNG to recover, clean, and reuse the gas collected through an agreement with Cascade Natural Gas. The Columbia Ridge Landfill manages landfill gas to generate renewable energy, reduce emissions, and prevent odor. The Finley Buttes Landfill recovers energy through an installed gas collection and recovery system on the landfill site. Energy recovery from MSW should remain a continuing consideration for the County.

Expenses

The project expenses (2024 – 2029) for the County are shown below are based on cost figures escalated from the 2023 budget by assumed inflationary factors.

	2024	2025	2026	2027	2028	2029
Total Expenses ($000s)	**$1,016**	**$1,237**	**$1,287**	**$1,368**	**$1,410**	**$1,454**
MSW Tons	213,630	217,262	220,955	224,711	228,740	232,629
Cost per MSW Ton	$118.62	$120.22	$123.11	$126.08	$127.66	$129.38

Funding Mechanisms

The County's solid waste program is managed by the Benton County Road Department and run with the advice of the Benton County Solid Waste Advisory Committee (SWAC). The program is operated on a county-wide basis, though it functions in conjunction with activities managed by individual cities in Benton County via interlocal agency agreements. The incorporated communities of Benton City, Kennewick, Prosser, Richland, and West Richland executed interlocal agreements with the County regarding solid waste management. The solid waste program is funded through County taxes, as well as a LSWFA grant funding (CPG) offered by the Washington State Department of Ecology. System costs reported in this questionnaire are funded by revenues collected by the County. Provided in the table below is a summary of the revenues received by the County based on the 2023/2024 biennial budget (adjusted for a single year, 2023).

System Funding Source	2023 Budget	Funding Percentage
Pollution Control & Remediation Services	$310,000	47.7%
Solid Waste Services	10,000	1.5%
Grants	325,000	50.0%
Miscellaneous	5,000	0.8%
Total Funding Sources	**$330,000**	

The following assumptions were used to project revenues and expenses:

- **Revenues**
  - Customer Growth – 1.0%
  - Misc. Revenue – 1.0%
- **Expenses**
  - Personnel – 3.5%
  - Internal Services – 3.0%
  - Professional Services – 3.0%
  - Operating Costs – 3.0%

- Miscellaneous – 2.5%
- Flat – 0.0%
- General Inflation – 3.0%

Benton County Projected Revenues and Expenses ($000s)						
Costs	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
Revenues						
Pollution Control & Remed Svs	$310	$313	$316	$319	$323	$326
Solid Waste Services	10	10	10	10	10	11
Miscellaneous	5	5	5	5	5	5
Coordinated Prevention Grant	325	328	332	335	338	342
Total Revenue	**$650**	**$657**	**$663**	**$670**	**$676**	**$683**
Expenses						
Total O&M	$1,145	$1,181	$1,218	$1,256	$1,295	$1,335
Rate Funded Capital	241	57	32	33	34	35
Total Reserve Funding	(352)	25	52	52	52	52
Total Expenses	**$1,034**	**$1,263**	**$1,301**	**$1,340**	**$1,381**	**$1,423**
Bal. / (Def.) of Funds	($384)	($607)	($638)	($671)	($705)	($740)

The table above utilizes the County's 2023/2024 biennial budgeted revenues and expenses. Those are then inflated by the escalation factors that were shown previously. As can be seen, current revenues are not sufficient to fully fund the projected expenses. Given the deficiency of funds in 2024 through 2029 based on the 2023/2024 biennial budget, it is recommended that the County should address the revenue shortfall by either a future revenue adjustment or securing other funding sources such as grants, etc. Additionally, as it is projected that the population – and therefore solid waste tonnage – will increase in the next six years the County should strategize about how this transition should happen as some costs may not increase proportionally with the service population while maintaining the same, high level of service from the County.

Appendix G:
Determination of Non-significance

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Community Development Department
Prosser Office: 620 Market Street, 1st Floor
Kennewick Office: 102206 East Wiser Parkway
www.co.benton.wa.us

Planning Division
(509) 786-5612
P.O. Box 910, Prosser, WA 99350
planning.department@co.benton.wa.us

Determination of Non-Significance

Proponent: Benton County Public Works Division **File No.** EA 2023-013

Project Description: The Benton County Public Works Department is proposing to adopt a Solid Waste and Moderate Risk Waste Management Plan to update the current plan in accordance to state law. State law requires solid waste plans be reviewed regularly and updated as needed. The plan is expected to be adopted by the end of 2023 at which point it will become effective. The implementation of the Plan will occur over a 5-year period from 2024 through 2029.

Project Location: Countywide
Jurisdiction: Benton County, Washington
Lead Agency: Benton County Community Development Department- Planning Division

Threshold Determination: The lead agency for this proposal has determined that it will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). The decision was made after review of a completed environmental checklist, comments received from various agencies and other information on file with the lead agency. This information is available to the public on request.

This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted by August 3, 2023.

Administrative appeals of threshold determinations of non-significance (DNS) are not allowed.

SEPA Responsible Official: Greg Wendt
Position/Title: Director of Community Development
Address: P.O. Box 910, Prosser WA 99350

Date: July 20, 2023

Greg Wendt, Director of Community Development
Benton County Community Development Department

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Appendix H:
Comments and Responses on the Draft Plan

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Section A: Revisions required for Plan approval

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
N/A	N/A	No required changes are needed.	N/A

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
Plan clarity, content, and navigation			
1	Cover and throughout	**Name of Plan** To bring some statewide consistency to plan titles and to make it clear that the Plan addresses the State's Hazardous Waste Planning requirements, we recommend the title be changed to Benton County Comprehensive Solid and Hazardous Waste Management Plan for Years 2024-2029.	Concur with comment. Changes made to Plan.
2	1.9.3, 1-7	**City of Richland Solid Waste Management Plan** Recommend a link to the City Plan be included. It is available online on the City's website.	Concur with comment. Changes made to Plan.
3	1.12.1, 1-10	**LightRecycle Washington Program** Add language to indicate the LightRecycle program is set to sunset in 2025 unless action is taken to extend the law and that after July 1, 2026, the program may be terminated or extended.	Concur with comment. Changes made to Plan.
4	1.12.13, 1-13 & 1-14	**Organics Management Law** For the CPO specifically, there are also requirements for jurisdictions to adopt a CPO with a population less than 25,000 if they require the hauler to collect organics or they themselves provide organics curbside collection. The CPO focus sheet has the language that should be added into this section or you could match what you have in 6.2.1. The facility siting requirement takes effect on July 1, 2024.	Concur with comment. Changes made to Plan.

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
5	2.2.3, 2-4	**Composition Study** To create Figure 2.1 we recommend using the state's most current data included in the 2020-2021 waste composition. To illustrate the changes in the composition of the waste stream, the 2020-21 study includes a table (page 44) showing how the composition of the waste stream has changed since 2015 and 2016. These changes could be noted in this section as well.	Acknowledge comment. The 2020-2021 State Waste Composition was conducted during the Covid pandemic. Language in Plan notes the reasoning behind the use of the 2015 Composition Study. No change made to Plan.
6	3.3.1, 3-4 (Table 3-1)	**Unincorporated Population 2021** The 2021 unincorporated population in Table 3.1 should be changed from 30,752 to 36,760 to reflect the population data in Table 2.1. 30,752 was the unincorporated population of the County in 2010.	Concur with comment. Changes made to Plan.
7	5.1.1, 5-1	**Statewide Recycling Rate** In Bullet 1, note that Washington State *had* set a goal to reach a recycling rate of 50% by 2007. This goal is no longer included in the most recent State Plan, 2021. As you mention, Ecology now emphasizes overall waste generation instead. In addition, we recommend referencing the State's Plan goal of maximizing the "effectiveness of recycling and organic processing systems" (pg. 13,State Plan).	Acknowledge comment. These are goals from RCW 70A.205 not State Plan. No change made to Plan.
8	5.1.1, 5-2	**Urban and Rural Recycling** Bullet points 2 & 3 are duplicated in the paragraphs below.	Acknowledge comment. The bullet points reference relate to different requirements for establishing vs. developing programs. No change made to Plan.

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
9	5.1.2, 5-2	**CROP** To make it easier to ensure each requirement is met, we suggest adding the section where it is met alongside each bullet point. It does appear to meet the requirements. However, the cost is not really being discussed in the implementation chapter because it shows $0 for WRR9 and WRR16. Either update the costs or make a comment as to why there is no cost to implement the CROP. In addition, I suggest changing WRR16 from "maintain and update.." to "implement the actions listed as part of the CROP."	Acknowledge comment. Comment reference on-going recommendations in accordance with Table 11.1 footnote. No change to Plan.
10	5.2.4, 5-7 Table 5-2	**Paint** Benton County now has a contract with Paint Care. Paint should, at a minimum, be listed in the limited collection section versus the potentially recyclable section as it is now routinely recycled statewide and at no cost to the county.	Concur with comment. Changes made to Plan.
11	5.2.12, 5-10	**China Sword** There is some duplication within the first 5 paragraphs. We suggest combining and deleting information that is duplicated.	Acknowledge comment. No change made to Plan.
12	5.2.12, 5-11, Table 5-3	**Market Data** We would recommend adding a link to Ecology's market data which is updated every 2 months and is posted available in BOX.	Concur with comment. Ecology link added to document.
13	5.4.8, 5-18	**Waste Diversion Goal** A waste diversion goal of 40% is listed, however, there is no date upon which Benton County expects to achieve that goal and is this goal a sustained goal of 40% or do they wish to increase it throughout the planning period?	Concur with comment. Changes made to Plan and Recommendation WRR8.
14	5.4.9, 5-18	**2018 Recycling Rate** The 2021 data is now available and we suggest using the updated data for this plan so that it is as current as possible. The 2021 diversion rate is listed as 34.7% which is a decrease since the 2018 data.	Acknowledge comment. Leaving 2018 data as is. See Section 5.4.9 for explanation.

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
15	5.4.12, 5-18	**Glass Recycling** There is a new depot located in the Tri-Cities that is collecting glass which is not referenced in the Plan. We recommend noting that jurisdictions and companies are working together to address the difficulties of recycling glass on the East side of the Cascades. And, note that Benton County would be interested in adding glass to its programs when it becomes feasible financially.	Concur with comment. Changes made to Plan.
16	6.5.2, 6-4	**Residential Collection** As part of the new Organics Management Law, Benton County will have some residential collection requirements in 2027. There is no mention of this new requirement.	Concur with comment. Changes made to Plan.
17	6.3.1, 6-2	**Yard Debris Collection** Clarify if Richland collection is limited to residential or if it includes multi-family, commercial etc. Also, with Kennewick collecting leaves but sending them to disposal, we recommend noting if they plan to make any changes to that program to help reach the goals that are listed by the state in the above sections.	Clarified with City of Richland. Yard Debris Collection does not include multi-family or commercial.
18	7.3.1, 7-2	**Agricultural Waste** Because you have WAC 173-350-100 in quotations I would update to reflect the exact wording which is: "wastes from farms resulting from the raising or growing of plants and animals including, but not limited to, crop residue, livestock manure, animal bedding, and carcasses of dead animals."	Concur with comment. Changes made to Plan.
19	7.13.3, 7-11	**Litter Funding** Update the last sentence in paragraph 1 to state that “Beginning in 2008, half of the funds were redirected away from the litter grants however funding was fully restored in 2019.	Concur with comment. Changes made to Plan.

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
20	7.16.2, 7-13	**Drug Take Back** Update this section to reflect the new program. "Chapter 69.48 RCW - The Drug Take-Back Program created a unified, statewide, medication return program for the collection and disposal of covered drugs in 2020. Administered by the Washington State Department of Health and funded by pharmaceutical producers, Washington State's Drug Take-Back Program became the first statewide extended producer responsibility (EPR) program for residential medications in the nation." (Pierce County Plan language). This update may change your SW2 recommendation, so we recommend evaluating this recommendation.	Concur with comment. Changes made to Plan. Deleted Recommendation SW2.
21	8.2.2.1, 8-3	**WA State SWMP** The most recent plan was published in 2021 not 2015. This section also quotes MRW percentages and goals from the previous plan.	Concur with comment. Changes made to Plan.
22	8.2.2.5, 8-5	**Paint Care** Benton County is now signed on with Paint Care. Reference this in this section.	Concur with comment. Changes made to Plan.
23	8.2.3, 8-6 & 8.6.3, 8-104	**MRW Facility** Update the opening date for the facility.	Concur with comment. Changes made to Plan.
24	8.3.2, 8-7	**Hazardous Waste Generators** We do have a list of all generators in Benton County. The last sentence states it is unknown how many there are. You could attach this as an exhibit, add a link to this list, or just update your reference. The list can be found here -	Concur with comment. Changes made to Plan. Deleted last sentence.
25	8.4.1.3, 8-7 8.6.1, 8-8	**HHW Education** These two paragraphs contradict each other. If funding has been the issue and limited education has been provided but now the education is planning to be increased and is part of the recommendations, then you may need to add language explaining why or how that situation is different and will allow for this increase. Alternatively, you could delete the 8.4.1.3 paragraph as the 8.6.1 has much more thorough information.	Concur with comment. Changes made to Plan. Deleted Section 8.4.1.3.

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
26	Appendix C	**SWAC** Resolution 2022-176 has expired terms. All but 2 are now expired. Add the new resolution to show current members throughout this planning period.	Concur with comment. New Resolution has been inserted in Appendix C.
27 - WSDA	4.4.1, 4-5 & Ch. 6	**WSDA – Japanese Beetle Import - WSDA recommendation letter** In September 2022, a quarantine for Japanese beetle was put in place in the southeastern corner of Yakima County and the southwestern corner of Benton County (see WAC 16-470-700 to 720). Under this quarantine, yard debris is considered a regulated article (WAC 16-470-710) and is prohibited from moving outside of the quarantined area unless it meets one of the following treatment methods (WAC 16- 470-717(2)): Steam heated to a temperature of 140 degrees Fahrenheit for one hour, to kill all life stages of Japanese beetle; When consisting solely of woody materials containing no soil, yard debris may be chipped to a screen size of one inch in two dimensions or smaller during the Japanese beetle adult flight season (May 15th through October 15th). Woody material containing no soil can be moved outside of the Japanese beetle adult flight season without chipping; Another treatment determined to be effective at eradicating Japanese beetle and approved in writing by the director. Since a portion of Benton County is under quarantine for Japanese beetle, it is recommended that information about the quarantine and its restrictions are included in the Plan. If needed, WSDA can provide more detailed information about this quarantine. Under section 4.4 of the Plan, it's stated, "Periodically, Yakima County residents may use the Prosser Transfer Station Facility, particularly during Prosser Cleanup Days." Prosser is located outside of the Japanese beetle quarantine area, therefore, yard debris coming from quarantined portions of Yakima County is prohibited (unless it meets the criteria stated above). Additionally, yard debris from the quarantined portion of Benton County is prohibited from being transported into non-quarantined areas of the County. ECY - Yakima County recently updated their SW Management Plan and you can find information on this topic on page 5-5. We recommend adding this into the Chapter 6 Organics section, as well.	Concur with comment. Language added to Section 4.4.1 and 6.2.2.

Section B: Recommended revisions

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
28 - WSDA	6.6.2, 6-2	**Apple Maggot Quarantine - WSDA recommendation letter** Regarding the apple maggot quarantine, under section 6.2.2 WSDA Regulations, the Plan discusses Benton County's status as non-quarantined for apple maggot. It is recommended that language is added clarifying that since Benton County is considered non-quarantined, it cannot accept organics or municipal solid waste from an apple maggot quarantine area unless a special permit has been issued by WSDA.	Concur with comment. Language added to Section 6.2.2.
	Additional comment submitted by Ecology	Emerging Issues Section – "As we implement this Plan, issues may arise that could directly impact our local solid and hazardous waste management programs. These include the introduction of new state, federal, and international government regulations and policies, advancements in technology, and changes in product use and design. Consequently, we may need to adjust the recommendations in this Plan or add new action items to our implementation strategy to effectively address them before our Plan is updated again in 20xx. When these issues arise, the Plan may need to be amended or revised to address them using the process defined in (reference Chapter, etc. in Plan) and will be referenced in our next Plan update in 20xx."	Concur with comment. Language added to Section 11.5.

Section C: Minor edits

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
29	5.2.3.3	**City of Kennewick - Font** The font in the first half of this section does not match the rest of the document.	Concur with comment. Font corrected.
30	Ch. 7	**RCW's Recodified** Many of the RCW's referenced throughout chapter 7 need to be updated to their new recodified numbers.	Concur with comment. RCW reference updated.
31	7.13.5, 7-11	**Funding** Update sentence two from "if funding continues to be reduced" to "if funding is reduced."	Concur with comment. Sentence updated.

Section C: Minor edits

Comment Number	Plan section – *page #*	Comment	Benton County Response *Include section & page #s if applicable*
32	11.1, 11-1	**Chapter 7 Recommendations** The recommendations are listed as SW in the chapter but as MW on the table.	Concur with comment. Corrected in Chapter 7 Recommendations.
33	11.1, 11-4	**Chapter 9 Recommendations** ER1) does not match the exact wording found within the chapter.	Concur with comment. Table 11.2 corrected.
34	Appendix E & G	**SEPA** Combine the SEPA checklist with the Determination versus having these in separate non-consecutive appendices.	Leaving as separate appendices.
35	Appendix F, F-1	**UTC** Update the county name on the UTC cost assessment from Thurston to Benton.	Concur with comment. Correction made.
36	Appendix F, F-7	**Ecology Grant Reference** Update the reference to the CPG grant to the LSWFA grant.	Concur with comment. Correction made.
SEPA Comment	Comments submitted during SEPA by Kennewick Irrigation District	1. Please note that permanent structures are not allowed within irrigation easements. 2. Please protect all existing irrigation facilities. 3. No permanent structures or grading allowed within the Kennewick Irrigation District canal right-of-way. 4. The Moderate-Risk Waste facility discussed on section 8.0 of the Benton County Solid Waste Management Plan is located adjacent to an open channel irrigation canal and is within a City of Kennewick wellhead protection zone. a. KID requires adequate measures are in place to prevent any hazardous wastes from entering the open canal and protecting the aquifer.	Acknowledge comment. No change made to Plan.
SEPA Comment	Comments submitted during SEPA by City of Kennewick	Acronyms and abbreviations formatting - CROP is in italics - Plan is in italics. 5-6 City of Kennewick formatting - The first paragraph for Kennewick has an indent. 8-10 8.6.3 Household Collection Change time period – MRW Facility did not open in Spring 2023.	Concur with comments. Changes made to Plan.

September 28, 2023

STATE OF WASHINGTON
UTILITIES AND TRANSPORTATION COMMISSION
621 Woodland Square Loop S.E. • Lacey, Washington 98503
P.O. Box 47250 • Olympia, Washington 98504-7250
(360) 664-1160 • TTY 1-800-833-6384 or 711

September 28, 2023

Michelle Mulrony
Regional Planner and Grant Manager
WA State Department of Ecology, Central Region Office

RE: Benton County Comprehensive Solid Waste Management Plan, Docket TG-230680

Dear Michelle Mulrony:

Thank you for filing Benton County's 2024-2029 Comprehensive Solid Waste Management Plan.

The Washington Utilities and Transportation Commission (Commission) has completed its review of the preliminary draft of the Benton County Comprehensive Solid Waste Management Plan Update (Plan).

Although the Commission does not regulate Benton County, RCW 70A.205.065 requires the Commission to complete a review of the Plan and advise the County of the probable impacts of that Plan. The 2024-2029 Plan will have no regulated rate impact to ratepayers served in incorporated areas by solid waste collection companies because these customers are not regulated by the Commission.

There is impact to customers in unincorporated areas because these customers fall under solid waste carriers, Ed's Disposal, Inc. (G-110), Basin Disposal, Inc. (G-118), Waste Connections of Oregon, Inc. dba Sanitary Disposal (G-173), and Waste Management of Washington, Inc. dba Waste Management of Kennewick (G-237) that are regulated by the Commission.

The 2024-2029 Plan proposes to increase tip fees by approximately two percent each year to keep up with inflation. As a result, there will be a minimal rate impact to ratepayers served by regulated solid waste collection companies in Benton County.

Projected Disposal Fees	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
Per Ton Disposal Cost	$118.62	$120.22	$123.11	$126.08	$127.66	$129.38
Per Ton Increase		$1.60	$1.63	$1.66	$1.71	$1.73
Percentage Increase		1.35	2.40	2.41	1.25	1.35
Projected Rate Increases	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
Residential						

Respect. Professionalism. Integrity. Accountability.

Monthly Rate for One 32-Gallon Can Per Week Service	$2.24	$0.12	$0.21	$0.22	$0.11	$0.13
Commercial						
One-Yard Per Pick Up	$11.53	$0.61	$1.10	$1.14	$0.59	$0.65

Staff has no further comment on the Plan.

Please direct questions or comments about the commission's plan review process to Rachel Stark at (360) 664-1272 or rachel.stark@utc.wa.gov.

Sincerely,

Kathy Hunter
Acting Executive Director and Secretary

cc: Jackie Mayfield
Administrative Assistant
Benton County, WA
Jackie.mayfield@co.benton.wa.us
509-574-2455

STATE OF WASHINGTON
DEPARTMENT OF AGRICULTURE
Division of Plant Protection
P.O. Box 42560 • Olympia, Washington 98504-2560 • (360) 902-1800

September 20, 2023

Jackie Mayfield
Administrative Assistant
Benton County

Michelle Mulrony, Regional Planner and Grant Manager
Central Region Office
Department of Ecology

Dear Jackie Mayfield and Michelle Mulrony:

WSDA has reviewed the preliminary draft of the Benton County Solid Waste and Moderate Risk Waste Management Plan (Plan), for compliance with Chapter 16-470 WAC. Upon review, there are aspects of the Plan that our agency recommends updating for accuracy and clarity.

In September 2022, a quarantine for Japanese beetle was put in place in the southeastern corner of Yakima County and the southwestern corner of Benton County (see WAC 16-470-700 to 720). Under this quarantine, yard debris is considered a regulated article (WAC 16-470-710) and is prohibited from moving outside of the quarantined area unless it meets one of the following treatment methods (WAC 16-470-717(2)):

> (a) Steam heated to a temperature of 140 degrees Fahrenheit for one hour, to kill all life stages of Japanese beetle;
>
> (b) When consisting solely of woody materials containing no soil, yard debris may be chipped to a screen size of one inch in two dimensions or smaller during the Japanese beetle adult flight season (May 15th through October 15th). Woody material containing no soil can be moved outside of the Japanese beetle adult flight season without chipping;
>
> (c) Another treatment determined to be effective at eradicating Japanese beetle and approved in writing by the director.

Since a portion of Benton County is under quarantine for Japanese beetle, it is recommended that information about the quarantine and its restrictions are included in the Plan. If needed, WSDA can provide more detailed information about this quarantine.

Under section 4.4 of the Plan, it's stated, "Periodically, Yakima County residents may use the Prosser Transfer Station Facility, particularly during Prosser Cleanup Days." Prosser is located outside of the Japanese beetle quarantine area, therefore, yard debris coming from quarantined portions of Yakima County is prohibited (unless it meets the criteria stated above). Additionally, yard

STATE OF WASHINGTON
DEPARTMENT OF AGRICULTURE
Division of Plant Protection
P.O. Box 42560 • Olympia, Washington 98504-2560 • (360) 902-1800

debris from the quarantined portion of Benton County is prohibited from being transported into non-quarantined areas of the County.

Regarding the apple maggot quarantine, under section 6.2.2 WSDA Regulations, the Plan discusses Benton County's status as non-quarantined for apple maggot. It is recommended that language is added clarifying that since Benton County is considered non-quarantined, it cannot accept organics or municipal solid waste from an apple maggot quarantine area unless a special permit has been issued by WSDA.

Thank you for providing our agency with the opportunity to comment on the Benton County Plan. RCW 70A.205.060 requires the Washington State Department of Agriculture to review preliminary draft solid waste management plans for any increased risk of introducing a quarantine plant pest or disease into a pest free area.

Sincerely,

Amy C Clow

Amy Clow
Quarantine, Compost, & Rules Coordinator
WSDA Plant Protection Division

cc:
Sven Spichiger, WSDA Acting Pest Program Manager

STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY
Central Region Office
1250 West Alder St., Union Gap, WA 98903-0009 • 509-575-2490

October 2, 2023

Matt Mahoney- Solid Waste Director
Benton County Public Works
102206 Wiser Parkway
Kennewick, WA 99338

RE: Review of Benton County Comprehensive Solid and Hazardous Waste Management Plan, Preliminary Draft.

Dear Matt,

The Department of Ecology (Ecology) has completed its review of the preliminary draft of the 2024-2029 Comprehensive Solid Waste and Hazardous Waste Management Plan (Plan) that we received on August 14, 2023. The results of this review are included in the enclosed attachment. Ecology's comments can also be found here.

Ecology appreciates Benton County's continued leadership in materials management. The thoughtful and thorough approach the County and the SWAC took will help guide you through the implementation years. The 41 recommendations in this Plan support the Washington State Solid and Hazardous Waste Management Plan: Moving Washington Beyond Toxics (2021). Some elements of the Plan are particularly strong, such as:

- Climate Action Plan (Pg. 5-3), the County updated the Climate Action Plan in 2019 which has a "goal to make residents, communities, state agencies, local governments, and businesses less vulnerable to the effects of hazards." The fact that you are taking the initiative to protect your residents through planning, is a huge testament to your leadership in material management.
- Disaster Debris. Your SW5 recommendation is to develop an internal disaster debris management plan. Having a pre-incident plan in place shows that you will be ready for any solid waste situation and will ensure it does not negatively impact your residents or County.

The next step is for you to review and address Ecology, WSDA, and UTC comments and then assemble your final submittal packet. Ecology is no longer accepting hard copies of Plan's and instead asks you to upload directly to this Benton County BOX Folder and send me a courtesy email that it has been uploaded.

We have found that the Resolution of Adoptions for the Plan tend to take the most time, so we encourage you to have your city partners work with their leadership to ensure they have reviewed the preliminary Plan and go to get scheduled on their calendars for the adoption in approximately 60-90 days from you getting our official preliminary comments. This will help to move the Plan over the finish line! Once we receive your final packet, we will send you a formal notification of receipt and we will have 45 days to submit our response.

Thanks to you and everyone else involved for their hard work in preparing your Plan. Please contact me if you have any questions by email at michelle.mulrony@ecy.wa.gov or by phone at (509) 406-3959.

Sincerely,

Michelle Mulrony
Regional Planner and Grant Manager
WA State Department of Ecology

cc: Peter Guttchen, Ecology Statewide Lead Planner
James Rivard, Ecology Solid Waste Management Program Section Manager, Central Region
Jackie Mayfield, Administrative Assistant Benton County Public Works
Wendy Mifflin, HDR Consultant

2024-2029 BENTON COUNTY COMPREHENSIVE SOLID WASTE and MODERATE RISK WASTE MANAGEMENT PLAN (Plan)

Michelle Mulrony– Central Regional Planner –
(509) 406-3959 michelle.mulrony@ecy.wa.gov

This review is grouped into four sections

Section A – Required revisions to meet the minimum requirements for Plan approval.

Section B – Recommended revisions to expand on or update information in the Plan and improve consistency with local Plans statewide.

Section C – Minor edits to correct typos and improve clarity and readability.

Section D – What to include in your final submittal packet.

Section A: Revisions required for Plan approval			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
N/A	N/A	No required changes are needed.	N/A

Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
Plan clarity, content, and navigation			
1	Cover and throughout	**Name of Plan** To bring some statewide consistency to plan titles and to make it clear that the Plan addresses the State's Hazardous Waste Planning requirements, we recommend the title be changed to Benton County Comprehensive Solid and Hazardous Waste Management Plan for Years 2024-2029.	
2	1.9.3, 1-7	**City of Richland Solid Waste Management Plan** Recommend a link to the City Plan be included. It is available online on the City's website.	
3	1.12.1, 1-10	**LightRecycle Washington Program** Add language to indicate the LightRecycle program is set to sunset in 2025 unless action is taken to extend the law and that after July 1, 2026, the program may be terminated or extended.	
4	1.12.13, 1-13 & 1-14	**Organics Management Law** For the CPO specifically, there are also requirements for jurisdictions to adopt a CPO with a population less than 25,000 if they require the hauler to collect organics or they themselves provide organics curbside collection. The CPO focus sheet has the language that should be added into this section or you could match what you have in 6.2.1. The facility siting requirement takes effect on July 1, 2024.	

Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
5	2.2.3, 2-4	**Composition Study** To create Figure 2.1 we recommend using the state's most current data included in the 2020-2021 waste composition. To illustrate the changes in the composition of the waste stream, the 2020-21 study includes a table (page 44) showing how the composition of the waste stream has changed since 2015 and 2016. These changes could be noted in this section as well.	
6	3.3.1, 3-4 (Table 3-1)	**Unincorporated Population 2021** The 2021 unincorporated population in Table 3.1 should be changed from 30,752 to 36,760 to reflect the population data in Table 2.1. 30,752 was the unincorporated population of the County in 2010.	
7	5.1.1, 5-1	**Statewide Recycling Rate** In Bullet 1, note that Washington State ***had*** set a goal to reach a recycling rate of 50% by 2007. This goal is no longer included in the most recent State Plan, 2021. As you mention, Ecology now emphasizes overall waste generation instead. In addition, we recommend referencing the State's Plan goal of maximizing the "effectiveness of recycling and organic processing systems" (pg. 13,State Plan).	
8	5.1.1, 5-2	**Urban and Rural Recycling** Bullet points 2 & 3 are duplicated in the paragraphs below.	
9	5.1.2, 5-2	**CROP** To make it easier to ensure each requirement is met, we suggest adding the section where it is met alongside each bullet point. It does appear to meet the requirements. However, the cost is not really being discussed in the implementation chapter because it shows $0 for WRR9 and WRR16. Either update the costs or make a comment as to why there is no cost to implement the CROP. In addition, I suggest changing WRR16 from "maintain and update.." to "implement the actions listed as part of the CROP."	

Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
10	5.2.4, 5-7 Table 5-2	**Paint** Benton County now has a contract with Paint Care. Paint should, at a minimum, be listed in the limited collection section versus the potentially recyclable section as it is now routinely recycled statewide and at no cost to the county.	
11	5.2.12, 5-10	**China Sword** There is some duplication within the first 5 paragraphs. We suggest combining and deleting information that is duplicated.	
12	5.2.12, 5-11, Table 5-3	**Market Data** We would recommend adding a link to Ecology's market data which is updated every 2 months and is posted available in BOX.	
13	5.4.8, 5-18	**Waste Diversion Goal** A waste diversion goal of 40% is listed, however, there is no date upon which Benton County expects to achieve that goal and is this goal a sustained goal of 40% or do they wish to increase it throughout the planning period?	
14	5.4.9, 5-18	**2018 Recycling Rate** The 2021 data is now available and we suggest using the updated data for this plan so that it is as current as possible. The 2021 diversion rate is listed as 34.7% which is a decrease since the 2018 data.	

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Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
15	5.4.12, 5-18	**Glass Recycling** There is a new depot located in the Tri-Cities that is collecting glass which is not referenced in the Plan. We recommend noting that jurisdictions and companies are working together to address the difficulties of recycling glass on the East side of the Cascades. And, note that Benton County would be interested in adding glass to its programs when it becomes feasible financially.	
16	6.5.2, 6-4	**Residential Collection** As part of the new Organics Management Law, Benton County will have some residential collection requirements in 2027. There is no mention of this new requirement.	
17	6.3.1, 6-2	**Yard Debris Collection** Clarify if Richland collection is limited to residential or if it includes multi-family, commercial etc. Also, with Kennewick collecting leaves but sending them to disposal, we recommend noting if they plan to make any changes to that program to help reach the goals that are listed by the state in the above sections.	
18	7.3.1, 7-2	**Agricultural Waste** Because you have WAC 173-350-100 in quotations I would update to reflect the exact wording which is: "wastes from farms resulting from the raising or growing of plants and animals including, but not limited to, crop residue, livestock manure, animal bedding, and carcasses of dead animals."	
19	7.13.3, 7-11	**Litter Funding** Update the last sentence in paragraph 1 to state that "Beginning in 2008, half of the funds were redirected away from the litter grants however funding was fully restored in 2019.	

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Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
20	7.16.2, 7-13	**Drug Take Back** Update this section to reflect the new program. "Chapter 69.48 RCW - The Drug Take-Back Program created a unified, statewide, medication return program for the collection and disposal of covered drugs in 2020. Administered by the Washington State Department of Health and funded by pharmaceutical producers, Washington State's Drug Take-Back Program became the first statewide extended producer responsibility (EPR) program for residential medications in the nation." (Pierce County Plan language). This update may change your SW2 recommendation, so we recommend evaluating this recommendation.	
21	8.2.2.1, 8-3	**WA State SWMP** The most recent plan was published in 2021 not 2015. This section also quotes MRW percentages and goals from the previous plan.	
22	8.2.2.5, 8-5	**Paint Care** Benton County is now signed on with Paint Care. Reference this in this section.	
23	8.2.3, 8-6 & 8.6.3, 8-104	**MRW Facility** Update the opening date for the facility.	
24	8.3.2, 8-7	**Hazardous Waste Generators** We do have a list of all generators in Benton County. The last sentence states it is unknown how many there are. You could attach this as an exhibit, add a link to this list, or just update your reference. The list can be found here -	

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Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
25	8.4.1.3, 8-7 8.6.1, 8-8	HHW Education These two paragraphs contradict each other. If funding has been the issue and limited education has been provided but now the education is planning to be increased and is part of the recommendations, then you may need to add language explaining why or how that situation is different and will allow for this increase. Alternatively, you could delete the 8.4.1.3 paragraph as the 8.6.1 has much more thorough information.	
26	Appendix C	SWAC Resolution 2022-176 has expired terms. All but 2 are now expired. Add the new resolution to show current members throughout this planning period.	
27 - WSDA	4.4.1, 4-5 & Ch. 6	WSDA – Japanese Beetle Import - WSDA recommendation letter In September 2022, a quarantine for Japanese beetle was put in place in the southeastern corner of Yakima County and the southwestern corner of Benton County (see WAC 16-470-700 to 720). Under this quarantine, yard debris is considered a regulated article (WAC 16-470-710) and is prohibited from moving outside of the quarantined area unless it meets one of the following treatment methods (WAC 16-470-717(2)): (a) Steam heated to a temperature of 140 degrees Fahrenheit for one hour, to kill all life stages of Japanese beetle; (b) When consisting solely of woody materials containing no soil, yard debris may be chipped to a screen size of one inch in two dimensions or smaller during the Japanese beetle adult flight season (May 15th through October 15th). Woody material containing no soil can be moved outside of the Japanese beetle adult flight season without chipping; (c) Another treatment determined to be effective at eradicating Japanese beetle and approved in writing by the director.	

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Section B: Recommended revisions			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
27 - WSDA	Continued	Since a portion of Benton County is under quarantine for Japanese beetle, it is recommended that information about the quarantine and its restrictions are included in the Plan. If needed, WSDA can provide more detailed information about this quarantine. Under section 4.4 of the Plan, it's stated, "Periodically, Yakima County residents may use the Prosser Transfer Station Facility, particularly during Prosser Cleanup Days." Prosser is located outside of the Japanese beetle quarantine area, therefore, yard debris coming from quarantined portions of Yakima County is prohibited (unless it meets the criteria stated above). Additionally, yard debris from the quarantined portion of Benton County is prohibited from being transported into non-quarantined areas of the County. ECY - Yakima County recently updated their SW Management Plan and you can find information on this topic on page 5-5. We recommend adding this into the Chapter 6 Organics section, as well.	
28 – WSDA	6.6.2, 6-2	**Apple Maggot Quarantine** - WSDA recommendation letter Regarding the apple maggot quarantine, under section 6.2.2 WSDA Regulations, the Plan discusses Benton County's status as non-quarantined for apple maggot. It is recommended that language is added clarifying that since Benton County is considered non-quarantined, it cannot accept organics or municipal solid waste from an apple maggot quarantine area unless a special permit has been issued by WSDA.	

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Section C: Minor edits			
Comment Number	**Plan section – *page #***	**Comment**	**Benton County Response** *Include section & page #s if applicable*
29	5.2.3.3	**City of Kennewick - Font** The font in the first half of this section does not match the rest of the document.	
30	Ch. 7	**RCW's Recodified** Many of the RCW's referenced throughout chapter 7 need to be updated to their new recodified numbers.	
31	7.13.5, 7-11	**Funding** Update sentence two from "if funding continues to be reduced" to "if funding is reduced."	
32	11.1, 11-1	**Chapter 7 Recommendations** The recommendations are listed as SW in the chapter but as MW on the table.	
33	11.1, 11-4	**Chapter 9 Recommendations** ER1) does not match the exact wording found within the chapter.	
34	Appendix E & G	**SEPA** Combine the SEPA checklist with the Determination versus having these in separate non-consecutive appendices.	
35	Appendix F, F-1	**UTC** Update the county name on the UTC cost assessment from Thurston to Benton.	
36	Appendix F, F-7	**Ecology Grant Reference** Update the reference to the CPG grant to the LSWFA grant.	

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Section D: What to include in your final submittal packet

The items listed below can be uploaded to: Benton County Box upload folder. If you have problems using the portal, please contact michelle.mulrony@ecy.wa.gov or (509) 406-3959.

- **A transmittal letter formally requesting final Plan review.**

- **An electronic version of your Plan. Please assemble all required documents into one PDF.**
  These documents should include:
  - **Your UTC cost assessment -** *submitted with your preliminary draft.*
  - **All SEPA documentation –** *submitted with your preliminary draft but separately. Combine into Plan.*
  - **Copies of all interlocal agreements (ILA) –** *New ILA's, slotted for appendix A*
    Resolutions of adoption from all participating jurisdictions – *New resolutions adopting the final draft, slotted for appendix B*
  - **A response summary indicating how you addressed Ecology's comments and the public comments you received on the preliminary draft Plan -** *Include your responses to Ecology's comments in the table above and add the response summary to the Planas an Appendix.*
  - **Copies of your WSDA and UTC review letters –** *The WSDA and UTC have already provided you their review letters and we have included them along with our comments. We suggest you include them in your Plan in the Appendix with your comment response summary.*
  - **Evidence your SWAC reviewed and approved the submittal of the Final Draft Benton County CSWMP**
  - **Evidence your SWAC reviewed the Waste Reduction and Recycling (WRR) element of your final draft Plan before it was submitted for review and approval by Ecology.** RCW 70A.205.115(3). *No longer required for Plan approval.*

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Nikki Relyea

From: Martin Nelson <Martin.Nelson@ci.kennewick.wa.us>
Sent: Wednesday, July 26, 2023 3:56 PM
To: Planning Department
Cc: Kristin Stowe; Matt Mahoney
Subject: [EXTERNAL] RE: EA 2023-013 DNS Benton County Public Works

EXTERNAL EMAIL WARNING!!!: This email originated from outside of Benton County. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Nikki,
I have a few minor recommendations for solid waste plan:

Page	Section	Note
Ix	Acronyms and abbreviations	formatting - CROP is in italics
		formatting - Plan is in italics
5-6	City of Kennewick	formatting - The first paragraph for Kennewick has an indent
8-10	8.6.3 Household Collection	Change time period – MRW Facility did not open in Spring 2023

Martin Nelson
City of Kennewick
Stormwater and Solid Waste Program Engineer
O: 509.585.4306 | F: 509.585.4451
martin.nelson@ci.kennewick.wa.us

Disclaimer: Public documents and records are available to the public as required under the Washington State Public Records Act (RCW 42.56). The information contained in all correspondence with a public entity may be disclosable to third party requesters under the Public Records Act.

From: Kristin Stowe <Kristin.Stowe@ci.kennewick.wa.us>
Sent: Thursday, July 20, 2023 12:36 PM
To: Martin Nelson <Martin.Nelson@ci.kennewick.wa.us>
Subject: FW: EA 2023-013 DNS Benton County Public Works

Hi Martin,

Forwarding the below review to you for any comments that you would want included. This is for the Benton County Solid Waste and Moderate Risk Waste Management Plan for 2024-2029.

Thanks!
Kristin

1

Disclaimer: Public documents and records are available to the public as required under the Washington State Public Records Act (RCW 42.56). The information contained in all correspondence with a public entity may be disclosable to third party requesters under the Public Records Act.

From: Planning Department <Planning.Department@co.benton.wa.us>
Sent: Thursday, July 20, 2023 9:05 AM
To: PUBLICWORKS <PublicWorks@co.benton.wa.us>; Benton Clean Air Agency - Noah Lee <noah.lee@bentoncleanair.org>; Brad O'Brien <Brad.Obrien@co.benton.wa.us>; Brian Bell <Brian.Bell@co.benton.wa.us>; Gary Tiplady <Gary.Tiplady@co.benton.wa.us>; Bentn Franklin Health District - Sean D (seand@bfhd.wa.gov) <seand@bfhd.wa.gov>; Bureau of Land Management - Spokane Bureau of Land Management (BLM_OR_SP_Mail@blm.gov) <BLM_OR_SP_Mail@blm.gov>; Bureau of Reclamation - L Hendrix <lhendrix@usbr.gov>; Confederated Tribes and Bands of the Yakama Nation - Thalia Sachtleber <enviroreview@yakama.com>; Confederated Tribes of the Umatilla Indian Reservation - Ashley Morton <AshleyMorton@ctuir.org>; Confederated Tribes of the Umatilla Indian Reservation - Carey Miller <CareyMiller@ctuir.org>; Environmental Review, Inc. - Tom Price <envreview@gmail.com>; Futurewise <tim@futurewise.org>; Futurewise - Alex <alex@futurewise.org>; WA Dept of Archaeology and Historic Preservation (sepa@dahp.wa.gov) <sepa@dahp.wa.gov>; WA Dept of Fish and Wildlife - Region 3 SEPA review (R3planning@dfw.wa.gov) <R3planning@dfw.wa.gov>; SEPA Review - Washington Dept of Health <SEPA.reviewteam@doh.wa.gov>; WA State Dept of Natural Resources - SEPA Center <sepacenter@dnr.wa.gov>; WA Dept of Transportation - SEPA Review - TDM Coordinator <scplanning@wsdot.wa.gov>; WA Dept of Agriculture <Amanda.ettestad@wa.usda.gov>; WA Dept of Transportation - SEPA Review - TDM Coordinator <scplanning@wsdot.wa.gov>; US Army Corps of Engineers - Real Estate Division <cenww-re@usace.army.mil>; City of Prosser - Steve Zetz <szetz@cityofprosser.com>; City of Richland - Stevens, Mike <mstevens@CI.RICHLAND.WA.US>; Eric Mendenhall <emendenhall@westrichland.org>; City of Benton City <cclerk@owt.com>; lonnie@bentonone.org; Fire District #1 - Staff <staff@bentonone.org>; Fire District #2 - R. Duncan <rduncan@bcfpd2.org>; Fire District #3 - Chief Charles Damron (cdamron@westbentonfirerescue.org) <cdamron@westbentonfirerescue.org>; Fire District #3 - Gayle Carrasco - Administrator (gcarrasco@westbentonfirerescue.org) <gcarrasco@westbentonfirerescue.org>; Fire District #4 - Slita Bradley (sbradley@bcfd4.org) <sbradley@bcfd4.org>; chiefwatt@bcfd6.com; Columbia Irrigation District <CID@columbiairrigation.com>; Kennewick Irrigation District - Application and SEPA Review (development@kid.org) <development@kid.org>; Kiona Irrigation District <kiid@owt.com>; Benton Irrigation District - Jason Blanchard (bidblanchard@gmail.com) <bidblanchard@gmail.com>; Benton Irrigation District - Ed Mitchell <bidmitchell@frontier.com>; Roza Irrigation District - Steve Hayman <shayman@roza.org>; Port of Benton - Miles Thomas <milesthomas@portofbenton.com>; Port of Kennewick - Larry Peterson <lpeterson@portofkennewick.org>; BNSF Permit Management - Katie Robles <katie.robles@am.jll.com>; budzeck@portofbenton.org; Kristin Stowe <Kristin.Stowe@ci.kennewick.wa.us>; Anthony Muai <anthony.muai@ci.kennewick.wa.us>; Sunnyside Valley Irrigation District - Rigo Diosdado <diosdador@svid.org>; Melinda Didier <Melinda.Didier@ci.kennewick.wa.us>; Brian@newhouseassociates.com; Sunnyside Valley Irrigation Dist. - Ron Cowin <cowinr@svid.org>
Cc: Matt Mahoney <Matt.Mahoney@co.benton.wa.us>
Subject: EA 2023-013 DNS Benton County Public Works

Good Morning,

The Benton County Planning Division has prepared the following Determination of Non- Significance (DNS) for the Benton County Public Works Division, which has been given file number of **EA 2023-013**. Benton County Public Works Division is proposing to adopt a Solid Waste and Moderate Risk Waste Management Plan which will occur over a 5- year period from 2024 through 2029. Please email the Planning.Department@co.benton.wa.us any comments no later than ***August 3, 2023.***

A link to all related documents can be found at SEPA record number 202303471, "Solid Waste and Moderate Waste Management Plan 2024-2029"

2

Nikki Relyea
Permit Technician
Benton County Community Development Department - Planning Division
Nikki.relyea@co.benton.wa.us
(509) 786-5612

3

2015 South Ely Street
Kennewick, WA 99337
Customer Service 509-586-9111
Business 509-586-6012
FAX 509-586-7663
www.kid.org

August 1, 2023

Nikki Relyea
Benton County Community Development Department – Planning Division
P.O. Box 910
Prosser, WA 99350

Subject: Review Comments for EA-2023-013 DNS Benton County Public Works

Dear Ms. Relyea:

The Kennewick Irrigation District has received your EA-2023-013 DNS Benton County Public Works, SEPA Record Number 202303471, "Solid Waste and Moderate Waste Management Plan 2024-2029".

1. Please note that permanent structures are not allowed within irrigation easements.
2. Please protect all existing irrigation facilities.
3. No permanent structures or grading allowed within the Kennewick Irrigation District canal right-of-way.
4. The Moderate-Risk Waste facility discussed on section 8.0 of the Benton County Solid Waste Management Plan is located adjacent to an open channel irrigation canal and is within a City of Kennewick wellhead protection zone.
    a. KID requires adequate measures are in place to prevent any hazardous wastes from entering the open canal and protecting the aquifer.

If you have any questions regarding these comments, please contact me at the address/phone number listed above.

Sincerely,

Chris D. Sittman
CAD Specialist

cc: LB\correspondence\File

Council Agenda Coversheet	Item Number: 4.f.	Date: 11/18/2025	Category: Consent Agenda
	Item Type: Contract/Agreement/Lease		
	Subject: **Contract: Columbia Center Blvd. Widening Project Consultant Agreement for Real Estate Services (P2403)**		
	Department: Public Works		
	Project #: P2403		

Recommendation

Staff recommends City Council authorize the City Manager to sign the professional services agreement with Universal Field Services, Inc. in the amount of $152,080.00 plus a 10% contingency amount of $15,208.00, for a total amount of $167,288.00 to provide Real Estate services for the Columbia Center Blvd. Widening Project, Number P2403.

Motion for Consideration

Motion to authorize the City Manager to sign the professional services agreement with Universal Field Services, Inc. as presented.

Summary

Five proposals were received on October 14, 2025, at 4:00 p.m.:

Engineer's Estimate $146,400.00

Universal Field Services	$152,080.00
CLS, LLC	$220,966.74
Commonstreet Consulting, LLC	$251,000.00
Kimley-Horn	$264,000.00
McKee Appraisal	(Incomplete Proposal)

The Columbia Center Blvd. Widening Project (Deschutes Avenue to Quinault Avenue) consists of adding a third lane for both north-bound and south-bound through-traffic, upgrading the signals at both Okanogan and Grandridge Boulevard, improving traffic channelization, adding retaining walls, improving lighting, and improving pedestrian movement.

The project requires 38,814 square feet of temporary construction easements, 5,615 square feet of permanent easements, and 15,263 square feet of right-of-way across 12 separate parcels on Columbia Center Boulevard between Deschutes Avenue and Quinault Avenue. The Project Consultant Agreement for Real Estate Services Agreement scope of work includes:

- Preparing appraisals, legal descriptions, and acquisition documents
- Conducting appraisal reviews and or Administrative Offer Summary (AOS)
- Acquisitions for temporary construction easements, permanent easements and right-of-way (fee)

The grant funding administrator, Washington State Department of Transportation (WSDOT), requires local agencies to not only select real estate services consultants based on price, but on other criteria as well. Staff reviewed and scored all proposals, and interviewed the consultant. Following concurrence from WSDOT Highways and Local Programs, staff selected Universal Field Services as the preferred consultant for this contract.

Alternatives

There are no identified alternatives.

Fiscal Impact

The City has been awarded $1,989,500 in Federal Surface Transportation Block Grant (STBG) funding for the right-of-way phase of this project. The cost of this professional service will be funded through the STBG grant, with required matching funds provided by the City.

Funding Sources:

- Federal STBG Grant: $144,704
- City Matching Funds: $22,584

Total Fiscal Impact: $167,288

Attachments:

1. Agreement

Local Agency Real Estate Professional Services Negotiated Hourly Rate Consultant Agreement

Agreement Number: P2403

Does this Require DES filing? ☐ Yes ☑ No

Firm/Organization Legal Name (do not use dba's): Universal Field Services, Inc.	
Address: 2659 Commercial Street SE, Suite 236, Salem, OR	Federal Aid Number: STBGUL-3409(008)
UBI Number: 600-019-563	Federal TIN or SSN Number: 73-0676799
Execution Date: November 19, 2025	Completion Date: May 19, 2027
1099 Form Required: ☐ Yes ☑ No	Federal Participation: ☑ Yes ☐ No
Project Title: Columbia Center Blvd. Widening (Deschutes to Quinault) - Real Estate Services	
Description of Work: The real estate appraisal and acquisition services for the Columbia Center Blvd. Widening Project consists of preparing Appraisals, Legal Descriptions, Acquisition Documents, Appraisal Reviews and or Administrative Offer Summary (AOS) and Acquisitions for Temporary Construction Easements, Permanent Easements and Right of Way (Fee) for approximately 38,814 square feet of Temporary Construction Easements, 5,615 square feet of Permanent Easement and 15,263 square feet of Right of Way across twelve (12) separate parcels for the construction of one (1) northbound thru-lane and one (1) southbound thru-lane along North Columbia Center Boulevard between West Deschutes Avenue and West Quinault Avenue.	
☐ Yes % ☑ No DBE Participation ☐ Yes % ☑ No MBE Participation ☐ Yes % ☑ No WBE Participation ☐ Yes % ☑ No SBE Participation	Maximum Amount Payable: $167,288

Index of Exhibits

Exhibit A Scope of Work
Exhibit B DBE Participation
Exhibit C Preparation and Delivery of Electronic Engineering and Other Data
Exhibit D Prime Consultant Cost Computations
Exhibit E Sub-consultant Cost Computations
Exhibit F Title VI Assurances
Exhibit G Certification Documents
~~Exhibit H Liability Insurance Increase~~
Exhibit I Alleged Consultant Design Error Procedures
Exhibit J Consultant Claim Procedures

Agreement Number: P2403

THIS AGREEMENT is made and entered into as shown in the "Execution Date" on page one (1) in the heading of this AGREEMENT, between the City of Kennewick , hereinafter called the "AGENCY," and the name/organization referenced on page one (1) in the heading of this AGREEMENT, hereinafter called the "CONSULTANT."

WHEREAS, the AGENCY desires to accomplish the work referenced in the section I. "Description of Work" section of this AGREEMENT and hereafter called the "SERVICES"; and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting Services to the AGENCY.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, the AGENCY, and the CONSULTANT mutually agree as follows:

I. Description of Work

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit "A" attached hereto and by this reference made a part of this AGREEMENT.

If, due to the CONSULTANT'S error or oversight, corrections to the SERVICES contracted for herein are necessary, the CONSULTANT will make such corrections at no additional cost to the AGENCY and will submit such corrections to the AGENCY within ten (10) days of receipt of the AGENCY'S request.

II. General Requirements

CONSULTANT shall, at all times, comply with all applicable federal, state and local laws, codes, ordinances, rules, regulations, decrees, directives, guidelines, etc., (together "Laws") which may impact or apply to the performance of SERVICES under this AGREEMENT, regardless of whether such Laws are modified or are enacted during the term of this AGREEMENT.

III. Period of Performance

This AGREEMENT shall commence on the date executed by the AGENCY and the CONSULTANT shown in "Execution Date" in the heading of this AGREEMENT on page one (1) and shall be completed on the date shown in "Completion Date" in the heading of this AGREEMENT on page one (1), unless modified by a written AGREEMENT revision extending the "Completion Date" or unless terminated sooner as provided herein.

Upon completion or termination of this AGREEMENT, the CONSULTANT shall turn over all documents, records and file materials to the AGENCY.

IV. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES. The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 (www.ecfr.gov).

A. Hourly Rates: The CONSULTANT shall be paid by the AGENCY for work done, based upon the negotiated hourly rates shown in Exhibits "D" and "E" attached hereto and by reference made part of this AGREEMENT. The accepted negotiated rates shall be memorialized in a final written acknowledgement between the parties. Such final written acknowledgement shall be incorporated into, and become a part of, this AGREEMENT. The initially accepted negotiated rates shall be applicable from the approval date, as memorialized in a final written acknowledgement, to 180 days following the CONSULTANT's fiscal year end (FYE) date.

The accepted negotiated hourly rates, as shown on Exhibits "D" and "E" shall be subject to renegotiations for each subsequent twelve (12) month period (180 days following FYE date to 180 days following FYE date) upon written request of the CONSULTANT or the AGENCY. The written request must be made to the other party within ninety (90) days following the CONSULTANT's FYE date. If no such written request is made, the initial twelve (12) month negotiated hourly rates, as shown on Exhibits "D" and "E", will remain in effect for the next twelve (12) month period.

Conversely, if a timely request is made in the manner set forth above, the parties will commence negotiations to determine the new hourly rates that will be applicable for the next twelve (12) month period. Any agreed to renegotiated rates shall be memorialized in a final written acknowledgement between the parties. Such final written acknowledgement shall be incorporated into, and become a part of, this AGREEMENT. If requested, the CONSULTANT shall provide current payroll register and classifications to aid in negotiations. If the parties cannot reach an agreement on the new hourly rates, the AGENCY may perform an audit of the CONSULTANT's books and records to determine the CONSULTANT's actual costs. The audit findings may be used to establish the new hourly rates that will be applicable for the next twelve (12) month period.

The fixed fee as identified in Exhibits "D" and "E" shall represent a value to be applied throughout the life of the AGREEMENT.

The CONSULTANT shall maintain and have accessible support data for verification of the components of the hourly rates, i.e., direct (raw) labor, indirect cost rate, and fixed fee (profit) percentage. If the classification ranges (Actuals not to Exceed Table) are utilized, the CONSULTANT shall bill each employee's actual classification, and actual salary plus indirect cost rate plus fixed fee within the appropriate classification ranges.

B. Direct Non-Salary Costs: Direct Non-Salary Costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to, the following items: travel, printing, long distance telephone, supplies, computer charges and fees of sub-consultants. Air or train travel will be reimbursed only to lowest price available, unless otherwise approved by the AGENCY. The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with the AGENCY, Washington State Department of Transportation (WSDOT)'s Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, and all revisions thereto. Air, train and rental card costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 "Travel Costs." The billing for Direct Non-salary Costs shall include an itemized listing of the charges directly identifiable with these SERVICES. The CONSULTANT shall maintain the original supporting documents in their office. Copies of the original supporting documents shall be supplied to the AGENCY upon request. All above charges must be necessary for the SERVICES provided under this AGREEMENT.

C. Maximum Amount Payable: The Maximum Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT on page one (1.) The Maximum Amount Payable does not include payment for extra work as stipulated in section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.

D. Monthly Progress Payments: Progress payments may be claimed on a monthly basis for all costs authorized in A and B above. The monthly billings shall be supported by detailed statements for hours expended at the rates established in Exhibit "D," including names and classifications of all employees, and billings for all direct non-salary expenses. To provide a means of verifying the billed salary costs for the CONSULTANT's employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, salary rates, and present duties of those employees performing work on the SERVICES at the time of the interview.

E. Final Payment: Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the SERVICES under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, electronic data, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

   The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per the WSDOT's "Audit Guide for Consultants," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final Post Audit to begin the appeal process to the AGENCY for audit findings.

F. Inspection of Cost Records: The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY, the State, and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

   An interim or post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and / or at the request of the AGENCY's Project Manager.

V. Compensation

The CONSULTANT shall be paid by the AGENCY for all SERVICES and expenses under this AGREEMENT, provided that the total reimbursement under this AGREEMENT shall not exceed $167,288 . Such payment shall include all the CONSULTANT'S expenses in the performance of this AGREEMENT unless otherwise

specified in Section XVII "Special Provisions." The CONSULTANT'S invoice shall include: the project title, description of the services rendered, and the dates worked.

VI. Records and Accounts

The CONSULTANT and any authorized sub-consultant, or any other person or firm, shall keep detailed records relating to the charges made and expenses incurred for work required by this AGREEMENT.

The CONSULTANT's accounting records pertaining to this AGREEMENT shall be available for inspection by representatives of the AGENCY, the State, and the United States, at the office of the CONSULTANT. The CONSULTANT shall include in any sub-consultant agreement/contract or any agreement/contract with any person or firm a provision requiring such sub-consultant, person, or firm to make its financial records available for inspection by the AGENCY in accordance with this provision.

The accounting record referred to in the preceding paragraph shall be available for inspection during normal business hours and shall be retained by the CONSULTANT or sub-consultant, or any other person or firm, for a period of three (3) years following final payment from the AGENCY to the CONSULTANT with the following exception: if any litigation, claim, or audit is started before the expiration of the three (3) year retention period, the records shall be retained until all litigation, claim, or audit findings involving the records have been resolved.

The CONSULTANT further agrees that any duly authorized representative of the AGENCY, the State or of the United States, in the official conduct of its business shall have access to and the right to examine any directly pertinent books, documents, papers, photographic negatives, and records of the CONSULTANT involving the SERVICES provided under the terms of this AGREEMENT at any time during normal business hours during the life of this AGREEMENT and for three (3) years after the date of the final payment under this AGREEMENT.

An audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and / or at the request of the AGENCY's Project Manager.

VII. Performance of Services

In the performance of the SERVICES under this AGREEMENT, the CONSULTANT shall comply with all applicable AGENCY regulations, State and Federal laws, regulations and procedures.

1. Non-delegation
   The SERVICES to be furnished under the terms of this AGREEMENT shall be performed by the CONSULTANT and the CONSULTANT'S bona fide employees, and shall not be delegated to any other person or firm.

2. Subcontracting
   The CONSULTANT shall not hire sub-consultants or any other person or firm to provide SERVICES under this AGREEMENT except pursuant to a revision of this AGREEMENT as authorized in Section XVIII "Modification of Agreement." All applicable portions of this AGREEMENT shall be contained in the subcontract between the CONSULTANT and its sub-consultant(s).

The CONSULTANT shall remove any employee from assignment to perform SERVICES under this AGREEMENT immediately upon receipt of written request to do so from the AGENCY.

The CONSULTANT warrants that, if it is full or partially employed by any public agency other than the AGENCY, its acceptance of this AGREEMENT is with the consent of such agency; that the CONSULTANT shall spend no time in the performance require in this AGREEMENT during which time the CONSULTANT should normally be employed and paid by such agency; and that the acceptance of this AGREEMENT will not interfere with any obligations the CONSULTANT may have to such agency.

VIII. Employment and Organizational Conflict of Interest

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this AGREEMENT, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or SERVICES required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen's Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT'S employees or other persons while so engaged on any of the work or SERVICES provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

The CONSULTANT shall comply with the Federal Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued there under; and shall save the AGENCY free, clear and harmless from all actions, claims, demands and expenses arising out of said Act and any rules and regulations that are or may be promulgated in connection therewith.

The CONSULTANT assumes full responsibility for the payment of all payroll taxes, use, sales, income or any other form of taxes, fees, licenses, excises, or payments required by any Federal or State legislation which are now or which may be enacted during the term of this AGREEMENT as to all the CONSULTANT'S employees, and as to all the duties, activities, and requirements of the CONSULTANT in the performance of this AGREEMENT.

The CONSULTANT shall comply with the WSDOT'S Organizational Conflict of Interest Policy, WSDOT Manual 3043, and revisions thereto http://www.wsdot.wa.gov/Publications/Manuals/M3043.htm, and its requirements for employees, the CONSULTANT firm and any entities created to do business with the AGENCY.

IX. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees and successors in interest, agrees as follows:

1. Compliance with Laws and Regulations
   The CONSULTANT shall comply with the regulations relative to nondiscrimination in Federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, hereinafter referred to as the "REGULATIONS", which are herein incorporated by reference and made a part of this AGREEMENT. The CONSULTANT shall comply with the State Law Against Discrimination, Chapter 49.60 RCW and any REGULATIONS adopted thereto.

2. Nondiscrimination
   The CONSULTANT with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of age, sex, marital status, race, creed, color, national origin, or the presence of any sensory, mental, or physical handicap unless based upon a bona fide occupational qualification, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination of prohibited by Chapter 49.60 RCW or by section 21.5 of the REGULATIONS, including employment practices when the AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.

3. Solicitation for Sub-consultants, Including Procurement of Materials and Equipment
   In all solicitations either by competitive bidding or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT'S obligations under this AGREEMENT and the REGULATIONS relative to nondiscrimination on the above grounds.

4. Information and Reports
   The CONSULTANT shall provide all information and reports required by the REGULATIONS; or directives issued pursuant thereto, and shall permit access to its books, records, accounts or other sources of information, and its facilities as may be determined by the AGENCY or the Federal Highway Administration to be pertinent to ascertain compliance with such REGULATIONS, directives or laws. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refused to furnish this information, the CONSULTANT shall so certify to the AGENCY, WSDOT, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance
   In the event of the CONSULTANT's noncompliance with the discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it may determine to be appropriate, including but not limited to (1) withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or (2) cancellation, termination, or suspension of this AGREEMENT in whole or in part.

6. Incorporation of Provisions
   The CONSULTANT shall include the provisions of paragraphs 1 through 6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any subcontract or procurement as the AGENCY, WSDOT, or Federal Highway Administration may direct as a means of

enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the CONSULTANT may request the AGENCY to enter into such litigation to protect the interests of the AGENCY and / or WSDOT; and, in addition, the CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.

X. Termination

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT which, when added to any payments previously made, shall total the same percentage of the Lump Sum Amount as the work completed at the time of termination is to the total work required for the SERVICES. In addition, the CONSULTANT shall be paid for any authorized extra work completed.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason that the CONSULTANT was not in default or that the CONSULTANT's failure to perform is without the CONSULTANT's or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee. The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or

chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY. Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

XI. Disputes

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subjected to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

XII. Legal Relations

The CONSULTANT, any sub-consultant, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, and regulations applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold the State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT to defend or indemnify the STATE and the AGENCY against and hold harmless the STATE and AGENCY from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and / or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and / or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and / or AGENCY may be legally liable, the indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT'S negligence or the negligence of the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultants, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of SERVICES under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and / or AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE's and / or AGENCY's, their agents', officers' and employees' failure to comply with specific written instructions regarding use provided to STATE and / or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT'S professional liability to the AGENCY, including that which may arise in reference to Section XIV "Insurance" of this AGREEMENT, shall be limited to the total amount of the AGREEMENT or one million dollars ($1,000,000.00), whichever is greater. In no case shall the CONSULTANT'S professional liability to third parties be limited in any way.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT'S own employees or its agents against the STATE and / or AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the STATE industrial insurance law, Title 51 RCW.

XIII. Independent Contractor

The CONSULTANT shall be deemed an independent contractor for all purposes. The CONSULTANT and its employees and any authorized sub-consultants, or any other person of firm, shall not be deemed the employees of the AGENCY for any purpose.

XIV. Insurance

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, insurance with companies or through sources approved by the STATE Insurance Commissioner pursuant to Title 48 RCW.

It is the CONSULTANT'S responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the AGREEMENT.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

XV. Confidentiality

The AGENCY is contracting for the CONSULTANT'S independent performance of the specified SERVICES. Should the AGENCY employ another CONSULTANT to perform the same services, the CONSULTANT shall not discuss or otherwise exchange information with such other CONSULTANT.

The project for which the SERVICES of the CONSULTANT are required may involve litigation of claims against or brought by the STATE and / or AGENCY. Subject to Washington's Public Records Act (RCW ch. 42.17 et. al.) all information developed by the CONSULTANT and all information made available to the CONSULTANT and all analyses, conclusions, and/or opinions reached by the CONSULTANT shall be confidential as between the CONSULTANT and the AGENCY. Such information shall not be revealed by the CONSULTANT to any other person, organization, or entity without the express consent of the AGENCY. The confidentiality of such information will survive the completion of work under this AGREEMENT and/or the termination of this AGREEMENT.

The SERVICES to be performed under this AGREEMENT do not include SERVICES as an expert witness; in the event of the commencement of litigation, SERVICES as an expert witness will be the subject of a separate AGREEMENT.

XVI. Applicability of Law

This AGREEMENT shall be deemed executed in the State of Washington and the laws of the State of Washington shall govern the interpretation and application of its provisions. Venue for any suits between the CONSULTANT and the AGENCY arising from this AGREEMENT shall be brought and maintained in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

XVII. Special Provisions

XVIII. Modification of Agreement

This AGREEMENT, or any provision thereof, may be modified or amended only by express written AGREEMENT revision properly signed by all parties.

This AGREEMENT is hereby tendered and the terms and obligations hereof shall not become binding on the State of Washington unless and until accepted and approved hereon in writing for the AGENCY's authorized representative.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the "Execution Date" in the heading on page one (1) of this AGREEMENT.

By _____	By _____
Title Erin Erdman, City Manager	Title _____
Date _____	Date _____

Agreement Number: P2403

Exhibit A
Scope of Work

Project No. P2403

The real estate appraisal and acquisition services for the Columbia Center Blvd. Widening Project consists of preparing Appraisals, Legal Descriptions, Acquisition Documents, Appraisal Reviews and or Administrative Offer Summary (AOS) and Acquisitions for Temporary Construction Easements, Permanent Easements and Right of Way (Fee) for approximately 38,814 square feet of Temporary Construction Easements, 5,615 square feet of Permanent Easement and 15,263 square feet of Right of Way across twelve (12) separate parcels for the construction of one (1) northbound thru lane and one (1) southbound thru lane along North Columbia Center Boulevard between West Deschutes Avenue and West Quinault Avenue. Project Information and proposed scope of work of the contract are as follows:

•Approximately 38,814 square feet of Temporary Construction Easement, 5,615 square feet of Permanent Easement and 15,263 square feet of right-of-way across twelve (12) developed privately owned parcels.
•Prepare legal descriptions and acquisition documents for all Temporary/ Permanent Easements and Right of Way takes based on JUB Engineer's Right of Way Map.
• Prepare Appraisal reports, either Appraisal (Narrative) or Administrative Offer Summary (AOS) that meet all requirements and final form must be acceptable to the WSDOT Local Agency Coordinator (LAC) for acquisition of property under Federal and State requirements.
•Provide Appraisal reviews for all appraisals and final form must be acceptable to the WSDOT Local Agency Coordinator (LAC) for acquisition of property under Federal and State requirements.
•Provide Acquisition Services (Negotiations) for eight (8) right-of-way acquisitions, three (3) Permanent Easements and eleven (11) Temporary Construction Easements which includes the following:

A.Review and abide by all federal, state and city requirements for WSDOT right-of-way certification, and become familiar with the sites, present development, and planned future work.

B.Research and correct title report data as required to determine who is required to sign the acquisition documents. Limited liability title reports will be furnished by the City.

C.Negotiate and obtain signatures on a right-of-way purchase/sale agreements and other applicable documents for land required by the City for the proposed street improvements, or contact all individuals as necessary to negotiate to an impasse, with a minimum of three (3) contacts required.

D.Prepare legal descriptions, deeds, easements and other documentation as necessary to correctly disburse the right-of-way payments and convey to the City valid title to the needed rights-of-way. Legal descriptions shall be prepared and stamped by a Professional Land Surveyor licensed in the State of Washington.

E.Obtain release of all liens and encumbrances as necessary to vest title to the City. Notify the City in writing of any liens or encumbrances that cannot be released.

F.Provide a bi-weekly project update report and setup bi-weekly meetings (virtual or in-person) with City designated staff. The report will include any concerns or issues that may arise.

G.Deliver to the City complete right of way packages for each parcel. Provide support during the Right of Way Certification process and address or fix any findings from the State LAC certification review.

Agreement Number: P2403

Exhibit B
DBE Participation

N/A

Agreement Number: P2403

Exhibit C
Preparation and Delivery of Electronic Engineering and Other Data

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

The City of Kennewick shall provide a right-of-way map(s) created by JUB Engineers.

B. Roadway Design Files

The City of Kennewick shall provide preliminary civil drawings (CAD or PDF) drawn by JUB Engineers if requested.

C. Computer Aided Drafting Files

The City of Kennewick shall provide CAD drawings drawn by JUB Engineers if requested.

Agreement Number: P2403

D. Specify the Agency's Right to Review Product with the Consultant

All appraisal services and acquisition services deliverables shall meet all requirements, and forms and documents for all appraisals, appraisal waivers (AOS) and property acquisitions shall be acceptable to WSDOT and FHWA for appraisal, AOS and acquisition of property under Federal and State guidelines to obtain right-of-way certification. PDF electronic files of the appraisals, AOS and acquisition forms, documents and agreements (deliverables) shall be submitted to the City for review.

When required by the City, the consulting agent shall be responsible for coordinating directly with WSDOT Local Agency Coordinator (LAC) and shall make such modifications and corrections as required by the LAC.

E. Specify the Electronic Deliverables to Be Provided to the Agency

PDF electronic files of Appraisal reports and Appraisal Waiver (AOS) reports.

PDF electronic files and signed original hard copies of the final acquisition forms, documents and agreements(deliverables) shall be submitted to the City. The deliverables will then be forwarded by the City to WSDOT for review to obtain right-of-way certification.

F. Specify What Agency Furnished Services and Information Is to Be Provided

The City shall provide surveying assistance as required to mark and/or stake proposed right-of-way and easements in the field.

The City shall also provide Title policy for each parcel.

II. Any Other Electronic Files to Be Provided

N/A

III. Methods to Electronically Exchange Data

Email, CD, USB and Drop Box are acceptable.
Other digital media or transfer methods shall be approved by the City of Kennewick.

A. Agency Software Suite

Microsoft Office
Bluebeam Revu x64 Complete
Adobe Acrobat Professional, version
AutoCad Civil 3D

B. Electronic Messaging System

Microsoft Outlook

C. File Transfers Format

ZIP format and DropBox is acceptable. (Any file cannot exceed 15MB if transferred through the City's email server.)

Exhibit D
Prime Consultant Cost Computations

See Pricing Proposal.

The "Maximum Amount Payable" as shown in the heading on page one (1) of this AGREEMENT includes a 10% CONTINGENCY added to the "Contract Total" price submitted in Universal Field Services' proposal.

The AGENCY may desire to authorize use of this 10% CONTINGENCY for allowable unforeseen costs, or reimbursing the CONSULTANT for additional work beyond that already defined in this AGREEMENT. Such authorization(s) shall be in writing and shall not exceed the 10% of the submitted "Contract Total" price.

Agreement Number: P2403

Proposal Pricing

Schedule A – Appraisal & Appraisal Review

	Quantity	Unit Price Incl. Tax as Applicable	Total
1. ROW Fee & Easements	10 ea	$ 6,000 /Ea	$ 60,000
2. Appraisal Review	10 ea	$ 1,800 /Ea	$ 18,000

Appraisal & Appraisal Review Total $ 78,000

Schedule B – Appraisal Waivers

	Quantity	Unit Price Incl. Tax as Applicable	Total
1. ROW Fee & Easements	2 ea	$ 2,000 /Ea	$ 4,000

Appraisal Waiver Total $ 4,000

Schedule C – Acquisition Services

	Quantity	Unit Price Incl. Tax as Applicable	Total
1. ROW Fee & Easements	8 ea	$ 4,025 /Ea	$ 32,200
2. Easement	4 ea	$ 4,025 /Ea	$ 16,100

Acquisition Service Total $ 48,300

Proposal Pricing (cont'd)

Schedule D – Legal Descriptions

	Quantity	Unit Price Incl. Tax as Applicable	Total
1. Legal Descriptions & Conveyance Documents	22 ea	$ 990 /Ea	$ 21,780
Legal Descriptions Total			$ 21,780

Contract Total: $ 152,080

Universal Field Services, Inc.
Company

10/14/2025
Signature Date

Exhibit E
Sub-consultant Cost Computations

There isn't any sub-consultant participation at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI "Sub-Contracting" of this AGREEMENT.

See Pricing Proposal.

Sub-consultants approved under this agreement are listed as follows:

- Pacific Appraisal Associates (Appraiser)

- Lingeman Valuation (Review Appraiser)

- JUB Engineers (Legal Descriptions/Acquisition Exhibits)

Agreement Number: P2403

Exhibit F
Title VI Assurances

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agrees as follows:

1. Compliance with Regulations: The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the "REGULATIONS"), which are herein incorporated by reference and made a part of this AGREEMENT.

2. Non-discrimination: The CONSULTANT, with regard to the work performed during this AGREEMENT, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the REGULATIONS, including employment practices when this AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.

3. Solicitations for Sub-consultants, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT's obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports: The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the AGENCY, the STATE, or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, the STATE, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Non-compliance: In the event of the CONSULTANT's non-compliance with the non-discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it, the STATE, or the FHWA may determine to be appropriate, including, but not limited to:
   - Withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or;
   - Cancellation, termination, or suspension of this AGREEMENT, in whole or in part.

6. Incorporation of Provisions: The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the STATE, the AGENCY, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

   Provided, however, that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY enter into such litigation to protect the interests of the STATE and/or the AGENCY and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.

Agreement Number: P2403

Exhibit G
Certification Documents

Exhibit G-1(a)	Certification of Consultant
Exhibit G-1(b)	Certification of City of Kennewick
Exhibit G-2	Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions
Exhibit G-3	Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying
Exhibit G-4	Certificate of Current Cost or Pricing Data

Agreement Number: P2403

Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of
Universal Field Services, Inc.
whose address is
2659 Commercial St SE, Suite 236 Salem,OR 97302
and that neither the above firm nor I have:

a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;

b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or

c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the City of Kennewick
and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Universal Field Services, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Agreement Number: P2403

Exhibit G-1(b) Certification of City of Kennewick

I hereby certify that I am the:

☑ City Manager

☑ Other

of the City of Kennewick , and Universal Field Services, Inc.
or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

a) Employ or retain, or agree to employ to retain, any firm or person; or

b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Signature

Date

Agreement Number: P2403

Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions

I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.

II. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Universal Field Services, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Agreement Number: P2403

Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

   This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000.00, and not more than $100,000.00, for each such failure.

   The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed $100,000, and that all such sub-recipients shall certify and disclose accordingly.

Universal Field Services, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Agreement Number: P2403

Exhibit G-4 Certificate of Current Cost or Pricing Data

This is to certify that, to the best of my knowledge and belief, the cost or pricing data (as defined in section 2.101 of the Federal Acquisition Regulation (FAR) and required under FAR subsection 15.403-4) submitted, either actually or by specific identification in writing, to the Contracting Officer or to the Contracting Officer's representative in support of Columbia Center Blvd. Widening (Deschu[+]* are accurate, complete, and current as of November 19, 2025 **.

This certification includes the cost or pricing data supporting any advance AGREEMENT's and forward pricing rate AGREEMENT's between the offer or and the Government that are part of the proposal.

Firm: Universal Field Services, Inc.

Signature

Title

Date of Execution***:

*Identify the proposal, quotation, request for pricing adjustment, or other submission involved, giving the appropriate identifying number (e.g. project title.)
**Insert the day, month, and year, when price negotiations were concluded and price AGREEMENT was reached.
***Insert the day, month, and year, of signing, which should be as close as practicable to the date when the price negotiations were concluded and the contract price was agreed to.

Agreement Number: P2403

Exhibit I
Alleged Consultant Design Error Procedures

The purpose of this exhibit is to establish a procedure to determine if a consultant's alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

Step 2 Project Manager Documents the Alleged Consultant Design Error(s)

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include: all decisions and descriptions of work; photographs, records of labor, materials and equipment.

Step 3 Contact the Consultant Regarding the Alleged Design Error(s)

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

Step 4 Attempt to Resolve Alleged Design Error with Consultant

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

Step 5 Forward Documents to Local Programs

For federally funded projects all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.

Agreement Number: P2403

Exhibit J
Consultant Claim Procedures

The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than $1,000. If the consultant's claim(s) are a total of $1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total $1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

Step 1 Consultant Files a Claim with the Agency Project Manager

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will met with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action in needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

Step 5 Informing Consultant of Decision Regarding the Claim

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit.

Council Agenda Coversheet	Item Number:	4.g.	Date:	11/18/2025	Category: Consent Agenda
	Item Type:	General Business Item			
	Subject:	**Grants: Authorizing a Systemic Safety Streetlight Project Grant Application to WSDOT's Highway Safety Improvement Program (HSIP)**			
	Department:	Public Works			

Recommendation

Staff recommends that Council authorize the submittal of a grant application to the Washington State Department of Transportation (WSDOT) under the 2026 Highway Safety Improvement Program (HSIP) for funding a Systemic Safety Streetlight Project.

Motion for Consideration

Motion to authorize staff to submit a grant application to WSDOT as described.

Summary

The purpose of this program is to reduce fatal and serious injury crashes on city streets using engineering improvements/countermeasures.

Cities and Towns in Washington State that have experienced fatal or serious injury crashes during the past five years with complete crash history (2020-2024) are eligible to apply. Preliminary engineering, right-of-way, and construction phases of projects are eligible for HSIP funding. Design-only projects that include only preliminary engineering, environmental, and/or right-of-way phases are not eligible.

Applying agencies must submit a local road safety plan that addresses fatal and serious injury crashes in the city to be eligible to apply. Local road safety plans are a proven Safety Countermeasure that provides a systemic data-driven analysis and prioritization of an agency's traffic safety needs. Using information about the safety risk factors present at specific crash locations, the city must identify locations where those risk factors are present systemically. They then must identify and prioritize improvements, countermeasures, and projects to address the highest priority locations. This prioritized list of projects must be presented in the local road safety plan, which must be submitted with the application. The local road safety plan must document how and why the priorities were selected. Local agency Vision Zero Plans and Comprehensive Safety Action Plans will meet this requirement assuming they were developed using a systemic safety analysis and prioritization process as described above.

The City developed a local road safety plan in 2020 and has actually been successful in securing funds from the Highway Safety Improvement Program in the past. In 2020, we received $855,300 to install several Rectangular Rapid Flash Beacon crossings city-wide. In 2021, we received $60,000 for a photometric study which modified our lighting design standards. In 2022, we received $363,000 to upgrade 556 luminaries to LED on all major arterial roadways. For this funding cycle, we will be applying for $531,000 to upgrade 524 luminaries to LED on all minor arterial roadways.

Alternatives

The alternative is to deny approval of the grant application.

Fiscal Impact

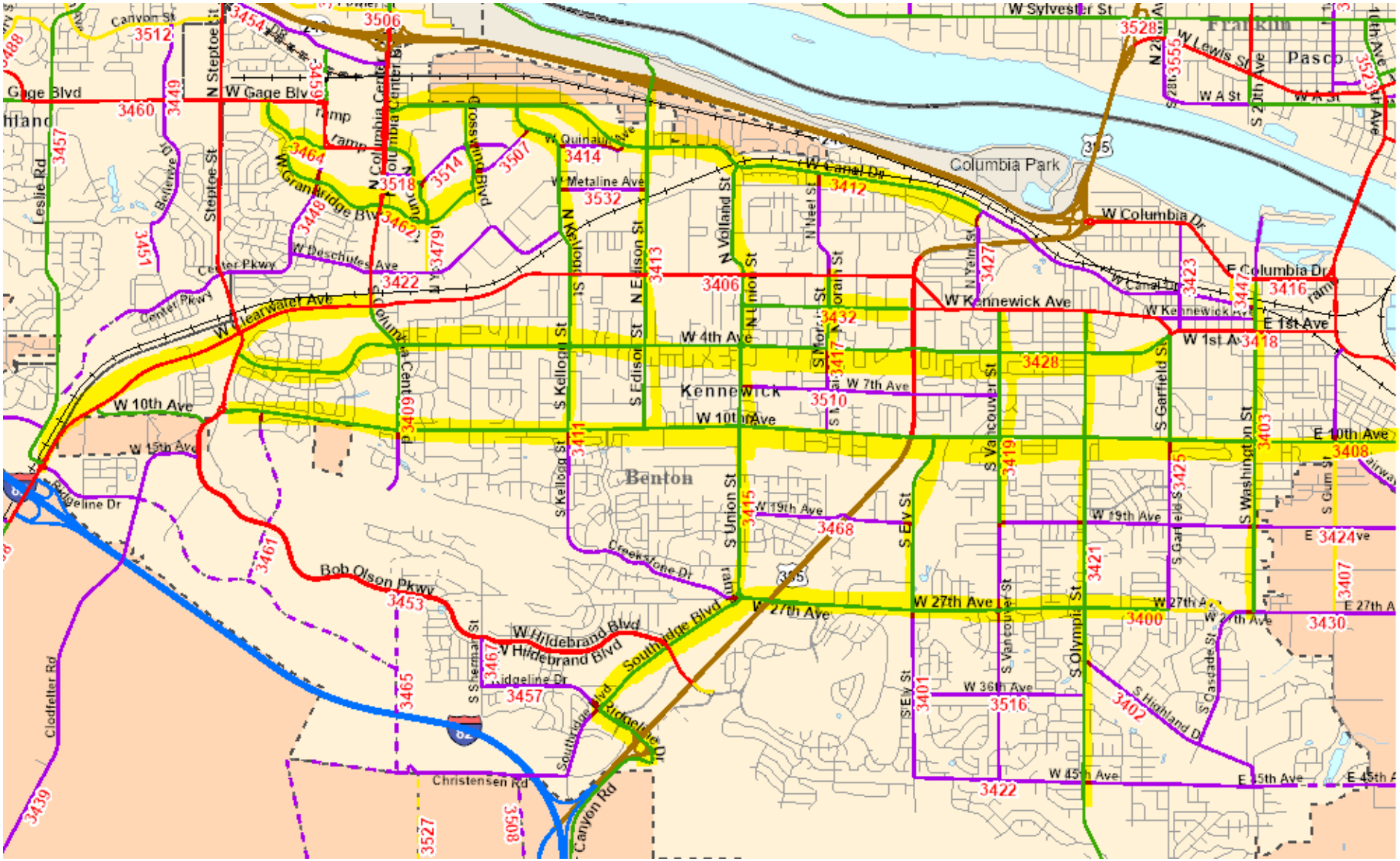
There is no fiscal impact to the City. The grant will fund this project 100%.

Attachments:

1. Map

Minor Arterials (Green)

Proposed Luminaire upgrades highlighted in yellow



Council Agenda Coversheet				Category: Ordinance
	Item Number:	5.a.	**Date:** 11/18/2025	
	Item Type:	Ordinance		
	Subject:	Ordinance: Amending KMC 11.36.130, Intersection Avoidance		
	Department:	City Attorney		
	Ordinance #:			

Recommendation

Staff recommends Council adopt the ordinance as presented.

Motion for Consideration

Motion to adopt the ordinance as presented.

Summary

This is a housekeeping ordinance to amend Section 11.36.130(4) to show a monetary penalty of $121. The Administrative Office of the Courts (AOC) has asked that we amend Ordinance 25-6139 to clarify that the base fine amount be set at $121 so that when State assessment costs are added to the base penalty the maximum fine does not exceed $250 as Council intended in Ordinance 25-6139 which was adopted on September 16, 2025.

Alternatives

None.

Fiscal Impact

None.

Attachments:

1. Ordinance
2. Redline

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO INTERSECTION AVOIDANCE AND AMENDING SECTION 11.36.130 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 11.36.130 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

11.36.130: Intersection Avoidance.

(1) It is unlawful for any person operating a motor vehicle within the City to leave a roadway's marked lane of travel and proceed across any public or private driveway or parking lot for the purpose of avoiding an intersection or traffic control device, unless so directed by the Kennewick Police Department.

(2) If a person operating a motor vehicle leaves one roadway and enters another roadway by crossing any public or private driveway or parking lot without stopping, the Kennewick Police Department and Benton County District Court are permitted to presume that the driver proceeded across the driveway or parking lot for the purpose of avoiding the intersection or traffic control device.

(3) This section shall not apply to any police, fire, or emergency vehicle.

(4) Any person violating this section shall be guilty of a civil infraction, and upon conviction thereof, shall be punished by the imposition of a monetary penalty of $121.00.

(Ord. 25-_____ Sec. 1, 2025; Ord. 25-6139 Sec. 1, 2025)

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

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18th day of November, 2025.

GRETL J. CRAWFORD, Mayor

Attest:

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____

ORDINANCE EFFECTIVE DATE: _____

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO INTERSECTION AVOIDANCE AND AMENDING SECTION 11.36.130 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 11.36.130 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

11.36.130: Intersection Avoidance.

(1) It is unlawful for any person operating a motor vehicle within the City to leave a roadway's marked lane of travel and proceed across any public or private driveway or parking lot for the purpose of avoiding an intersection or traffic control device, unless so directed by the Kennewick Police Department.

(2) If a person operating a motor vehicle leaves one roadway and enters another roadway by crossing any public or private driveway or parking lot without stopping, the Kennewick Police Department and Benton County District Court are permitted to presume that the driver proceeded across the driveway or parking lot for the purpose of avoiding the intersection or traffic control device.

(3) This section shall not apply to any police, fire, or emergency vehicle.

(4) Any person violating this section shall be guilty of a civil infraction, and upon conviction thereof, shall be punished by the imposition of a monetary penalty of ~~$250.00~~ $121.00.

(Ord. 25-_____ Sec. 1, 2025; Ord. 25-6139 Sec. 1, 2025)

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

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18th day of November, 2025.

GRETL J. CRAWFORD, Mayor

Attest:

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____

ORDINANCE EFFECTIVE DATE: _____

Council Agenda Coversheet	Item Number:	5.b.	Date:	11/18/2025	Category: Resolution
	Item Type:	Resolution			
	Subject:	Resolution: County-Wide Planning Policies			
	Department:	Community Planning			
	Resolution #:				

Recommendation

Staff recommends that the City Council ratify the proposed amendments to the Countywide Planning Policies by adopting the proposed Resolution.

Motion for Consideration

Motion to adopt the resolution as presented.

Summary

State law requires Benton County and all cities within the county complete a major comprehensive plan update no later than December 31, 2026. State law also requires that counties, with the cooperation of cities prepare county-wide planning policies that guide the development of comprehensive plans within the county. Benton County last adopted county-wide planning policies in 2017. Given that the countywide policies provide a policy framework for the county and cities as they proceed with the comprehensive plan periodic update process it is important that the polices be reviewed and updated as needed.

Planning staff from Benton County and the cities within Benton County have been meeting regularly over the last year to discuss and revise the existing policies to better reflect changes in state law regarding planning requirements.

Benton County has asked that each jurisdiction ratify the proposed changes prior to adoption by the Board of County Commissioners. A resolution has been prepared, for Council's consideration, that will ratify the proposed changes.

Alternatives

The alternative is to deny adoption of the resolution; however, this is not recommended

Fiscal Impact

None

Attachments:

1. Resolution
2. Presentation
3. County Policy Redline
4. Policies

CITY OF KENNEWICK
RESOLUTION NO. 25-_____

A RESOLUTION RATIFYING PROPOSED AMENDMENTS TO BENTON COUNTY'S COUNTYWIDE PLANNING POLICIES

WHEREAS, the Washington State Growth Management Act (GMA) requires that cities and counties adopt comprehensive plans; and

WHEREAS, the GMA further requires that counties adopt Countywide Planning Policies (CPPs), in cooperation with the cities located in whole or in part within the county; and

WHEREAS, CPPs establish a countywide framework for developing and adopting county and city comprehensive plans; and

WHEREAS, the role of the CPPs is to coordinate comprehensive plans of jurisdictions in the same county for regional issues or issues affecting common boarders; and

WHEREAS, RCW 36.70A.210(1) describes a countywide planning policy as "a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted" and to "ensure that city and county comprehensive plans are consistent as required in RCW 36.70A.100"; and

WHEREAS, the original CPPs were adopted by Benton County in 1992 in response to the adoption of the GMA and subsequently amended in 2017; and

WHEREAS, in the years since the last CPPs were adopted in Benton County, several legislative changes to the requirements of the GMA have occurred; and

WHEREAS, in order to achieve the objectives above, and to ensure that regional planning efforts and governmental actions are consistent with current legal requirements and information, substantial revisions to the existing Benton County CPPs have been proposed; NOW, THEREFORE,

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON that the City Council ratifies and supports proposed amendments to Benton County's Countywide Planning Policies (CPPs).

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18th day of November, 2025.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

Countywide Planning Policies Proposed Amendments

Countywide Planning Policies

- State law requires countywide planning policies
  - Cities and County work together to prepare/update
  - Provide policy framework for comprehensive plan periodic updates
- Last update was 2017

CWPP Proposed Changes

- Several grammatical and formatting changes
- Inclusion of references to State Law (RCW and WAC)
- Organizational changes
  - New section “How to Read Countywide Planning Policies”
  - Removal of section “Locate Urban Growth Areas”
- Integration of legislative changes since last update

Organizational Changes

- New section “How to Read Countywide Planning Policies”
  - Defines “Shall”, “Should” and “May”
  - **Shall:** mandatory implementation; used for policies that repeat State of Washington requirements or where the intent is to mandate action
  - **Should:** expected, but not required implementation; may not be applicable to, appropriate for, or feasible all jurisdictions; may not be possible to demonstrate implementation
  - **May:** advisable or allowed; gives permission and applies preference, but does not require implementation

Organizational Changes

- Removal of section “Locate Urban Growth Areas”
  - Portions are incorporated into other sections
  - Portions are more process oriented and not appropriate for a policy document

Legislative Updates

- Updates Policies to Implement RCW 36.70A.020
  - Incorporation of Housing related legislation
    - Housing for all economic segments
    - Housing allocation requirements
    - Middle Housing
  - Economic Development
    - Strengthening focus
    - Recognizing regional differences
  - Rural and Resource Lands
    - Preservation of productive agricultural lands

Legislative Updates

- Update to Historic Preservation
  - Include cultural resource preservation
  - Strengthen emphasis in overall language
- Add Climate Change and Resiliency
  - Required by state law
  - Focus on meeting minimum requirements
- Add Shorelines of the State
  - Reference RCW
  - Point to jurisdiction's Shoreline Management Plans

Other Updates

- Population allocations
  - Refine allocation method by focusing on growth rates and available land rather than existing percentage
- Urban Growth Areas
  - Establish amendment window
  - Establish amendment criteria
  - Incorporate recent legislation (UGA swaps)
- Tribal Coordination
  - Highlight requirement (RCW 36.70A.210(4))

Questions?

ORDINANCE NO. _____

AN ORDINANCE relating to county planning; adopting updated Benton County Countywide Planning Policies.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

Section 1. The following new section is hereby made part of Title 16 of the Benton County Code but will not be codified.

COUNTYWIDE PLANNING POLICIES. The attached Countywide Planning Policies are hereby adopted pursuant to RCW 36.70A.210 as the countywide planning policies for Benton County and the cities therein.

Section 2. Severability. If any provision of this ordinance is declared unconstitutional, or the applicability thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the ordinance and the applicability thereof to other persons and circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall take effect and be in full force upon its passage and adoption.

ADOPTED AND PASSED this_____ day of _____~~2017~~2025.

_____
Chairman of the Board.

_____
Chairman Pro-Tem.

_____
Member.

Approved as to Form:

Constituting the Board of County Commissioners of Benton County, Washington

_____
Deputy Prosecuting Attorney

Attest: _____
Clerk of the Board

Exhibit A

INTRODUCTION AND OVERVIEW:

The Washington State Growth Management Act (GMA) requires that cities and counties adopt comprehensive plans. The GMA further requires that counties adopt Countywide Planning Policies (CWPPs), in cooperation with the cities located in whole or in part within the county. CWPPs establish a countywide framework for developing and adopting county and city comprehensive plans. The role of the CWPP is to coordinate comprehensive plans of jurisdictions in the same county for regional issues or issues affecting common borders (RCW 36.70A.100). Under state law, RCW 36.70A.210(1) describes the relationship between comprehensive plans and CWPPs. It ~~says that~~states:

> *a 'countywide planning policy' is a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this chapter. This framework shall ensure that city and county comprehensive plans are consistent as required in RCW 36.70A.100. Nothing in this section shall be construed to alter the land use powers of the cities.*

In order to achieve the objectives above, and to ensure that regional planning efforts and governmental actions are consistent with current legal requirements and information, ~~substantial revisions to the~~these updated Benton County CWPPs are~~have been~~ proposed. The ~~development of these revisions was~~updates were made through a collaborative process ~~between~~ with the County and the cities.

HISTORY:

In 1991, one year after the Washington State Legislature enacted the Growth Management Act (GMA), the GMA was amended to require that Countywide Planning Policies (CWPPs) be adopted within those counties subject to the GMA. The first Benton County Countywide Planning Policies were adopted on September 28, 1992.

AMENDMENTS AND ADOPTION:

In the years since the last CWPPs were adopted in Benton County, the GMA has evolved through amendments and judicial interpretations provided by the GMA and the courts. The ~~revised~~ updated CWPPs attempt to provide procedures for County and city/town coordination to address the latest set of requirements~~se issues~~.

The GMA does not specifically address amendments to the CWPPs; however, it has become apparent that the Benton County CWPPs should be updated ~~in order~~ to better address countywide planning concerns and coordination between jurisdictions in the County. A public hearing was held by the Benton County Planning Commission on month and day, 2025~~ April 12, 2016~~.

Benton County is the lead agency for this proposal and has determined that it does not have a significant adverse impact on the environment and a SEPA Determination of Non Significance was issued on month and day, 2025.~~February 10, 2016~~

In order to comply with GMA requirements and the adoption/amendment procedures identified below, all jurisdictions in Benton County must agree to the adoption of the revised CWPPs. This process will involve the planning departments, planning commissions, and elected representatives of each jurisdiction. In order to facilitate this process, Benton County, in consultation with the cities, has developed the following adoption/ratification process for the draft CWPPs:

1. Benton County Planning Commission recommendation on proposed CWPPs.

2. The Benton County Board of Commissioners (BOCC) adopts a resolution agreeing in principle to the proposed CWPPs, but acknowledging that changes may need to be made based on input from each jurisdiction. The BOCC's resolution will contain a statement requiring that each jurisdiction ratify the CWPPs adopted by Benton County and will lay out a schedule for future approval steps.

3. CWPPs approved by Benton County BOCC reviewed by each jurisdiction's Planning Commission.

4. The elected body of each jurisdiction passes a resolution which states that the jurisdiction either: (a) supports the CWPPs in their entirety, (b) rejects the CWPPs in their entirety, or (c) supports the CWPPs with specific changes.

5. If specific changes are identified by a jurisdiction in step four, the Benton County Planning Department and Planning Commission may amend the CWPPs and attempt to reconcile any~~d~~ conflicting changes.

6. The Benton County BOCC adopts, by ordinance, the final CWPPs.

SECTION 1. Countywide planning policy is a written policy statement or statements used solely for establishing a countywide framework from which County and City comprehensive plans are developed and adopted. This framework ~~will~~ is designed to ensure that City and County comprehensive plans are consistent with statewide planning policies~~ and as required by the Growth Management Act~~.

The Growth Management Act requires counties planning under the ~~Act~~ GMA to adopt a countywide planning policy in cooperation with the cities located in the county. The countywide planning policy is to be a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this [GMA] chapter." The purpose for the Benton County ~~W~~Countywide Planning Policies is to meet this requirement of the GMA~~Act.~~

Section 2: How to Read Countywide ~~Plannign~~Planning Policies

The policies within the Countywide Planning Policies (CPPs) have equal importance, and each one should be understood in the context of the entire document. The CPPs specify how directive a policy should be. Many of the policies utilize one of three different words to do this; shall, should, and may and are defined as follows:

- "Shall" means implementation of the policy is mandatory and

imparts a higher degree of substantive direction than "should." "Shall" is used for policies that repeat State of Washington requirements or where the intent is to mandate action. However, "shall" cannot be used when it is largely a subjective determination of whether a policy's objective has been met.

- "Should" means implementation of the policy is expected, but its completion is not mandatory. The policy is directive with substantive meaning, although to a lesser degree than "shall" for two reasons. (1) "Should" policies recognize the policy might not be applicable or appropriate for all municipalities due to special circumstances. The decision to not implement a "should" policy is appropriate only if the implementation of the policy is either inappropriate or not feasible. (2) Some "should" policies are subjective; hence, it is not possible to demonstrate that a jurisdiction has implemented them.

- "May" means the actions described in the policy are either advisable or are allowed. "May" gives permission and implies a preference. Because "may" does not have a directive meaning, there is no expectation that the described action will be implemented.

SECTION 2. POLICIES TO IMPLEMENT RCW 36.70A.~~110~~020;

Policy #1: The Comprehensive Plans of Benton County and each of the cities therein shall be prepared and adopted with the objective to facilitate economic prosperity by accommodating growth consistent with the following:

1. Urban Growth Areas:~~.~~ Encourage development in urban areas where adequate public facilities exist or can be provided in a cost efficient manner consistent with RCW 36.70A.115 & WAC 365-196-325.

2. ~~Contiguous and Orderly Development~~Reduce Sprawl: Reduce the inappropriate conversion of undeveloped land into low density development lacking adequate services, injurious to ground and surface water quality, destructive to the area's agricultural lands base and less than cost effective relative to public service costs.

3. Transportation. Encourage efficient multi-modal transportation systems that may reduce greenhouse gas emissions and per capita vehicle miles traveled, and are based on regional priorities and coordinated with county and city comprehensive plans subject to RCW 36.70A.070 (6) (b) and RCW.70A.070 (6)(a)and WAC 365.196-840.

4. Housing. Plan for and accommodate housing affordable ~~to~~for the range of ~~—~~low to moderate income households ~~all economic segments~~and other income levels defined as follows in WAC 365-196-410 (2) (3) (i)(c, RCW 36.70A.536, and RCW 36.70.030 of the County population within the cities and unincorporated Benton County, and consistent with the County/cities developed housing allocation plan ~~of this state~~.~~,~~ P~~p~~romote a variety of residential densities and housing types, and encourage preservation of existing housing stock in concert with RCW 36.70A.635 and RCW 36.70A.680.

5. Economic development. Encourage economic development throughout the ~~state~~County and cities that is consistent with adopted comprehensive plans. ~~, p~~Promote economic opportunity for all citizens~~ of this state~~, especially for unemployed and for disadvantaged persons. ~~, p~~Promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the ~~state's~~County's natural resources, public services, and public facilities subject to RCW 36.70A.020(5). Countywide planning policies are required to include consideration of commercial and industrial facilities.

~~4~~6. Property rights. Private property rights shall not be taken for public use without just compensation having been made, consistent with the Washington State Constitution, Section 16. The property rights of ~~land owners~~landowners shall be protected from arbitrary and discriminatory actions.

~~5~~7. Permits. Maintain a permit review process that provides for integrated and consolidated review and are processed in a timely and fair manner to ensure predictability.

~~6~~8. ~~Natural resource industries~~Rural and Resource Lands. Maintain and encourage natural resource-based industries, including agricultural, fisheries and mineral industries~~.~~ subject to RCW 36.70A.170 and RCW 36.70A.030(36). Encourage the conservation and improvement of productive agricultural lands and discourage incompatible uses.

~~7~~9. Open space[1] and recreation. Encourage the retention of open space and the development of recreational opportunities, ~~conserve~~ enhance fish and wildlife habitat~~,~~ and increase access to natural resource lands and water.

~~8~~10. Environment. Protect and enhance the environment and enhance the region's high quality of life, including air and water quality and the availability of water.

~~9~~11. Citizen participation and coordination. Encourage the involvement of all citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.

~~10~~12. Public Capital facilities and Essential Public ~~services~~Facilities. Ensure that those public facilities and services necessary to support development shall be adequate to serve development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards. With the exception of water, sewer, and local access streets, which shall be available at the time of occupancy, the term "adequate" shall be defined as either available at the time of occupancy, or shown on the current Capital Improvement Plan (CIP), as a funded project within six years subject to RCW 36.70A.210 (3)(c) ~~(3)~~, RCW 36.70A.200, RCW 36.70A.130, and WAC 365-196-415.~~.~~

~~11~~13. Cultural and h~~H~~istoric resources protection and preservation. Identify, preserve, and protect historic, cultural,

[1] Per RCW 36,70A.160, *"Open Space" is defined as lands useful for recreation, wildlife habitat, trails, and connection of critical areas.*

and archaeological resources in collaboration with federally recognized Indian tribes and applicable federal, state and local agencies through land protection, avoidance, mitigation and other related strategies. ~~Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.~~

14. Climate change and resiliency. Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.

15. Shorelines of the state. For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 shall be considered an element of the county and city~~'s or city's~~ comprehensive plans.

SECTION 3. POLICIES FOR PROMOTION OF CONTIGUOUS AND ORDERLY DEVELOPMENT AND THE PROVISION OF URBAN SERVICES TO SUCH DEVELOPMENT;

Policy #2: The County, in consultation with the cities, shall ~~shall~~ allocate future projected populations to support comprehensive plan amendments and updates through the use of the latest population projections published by the Washington State Office of Financial Management (OFM). Allocation of future populations shall be based on the OFM data and projection ranges (Low, Medium and High) but also consider recent year housing and development trends, land capacity analysis and other related information identified in RCW 36.70A.070 (2)(c).

~~following distribution: City of Kennewick 40% of total county population; City of Richland 28% of total county population; Benton County 19% of total county population; City of West Richland 8% of total county population; City of Prosser 3% of total county population and City of Benton City 2% of total county population. The County, in consultation with the Cities, will review the OFM population projection ranges (Low, Medium and High) and allocation percentages whenever OFM publishes new GMA population projections.~~

Policy #3: L~~The l~~ocating ~~of~~ Urban Growth Areas within the County shall be accomplished through the use of accepted planning practices which provide sufficient land and service capacity, up to the determined need, to meet projected populations at urban densities and service standards within the Cities, and urban densities for those ~~l be accomplished through the use of accepted planning practices which provide sufficient land and service capacity, up to the determined need, to meet projected populations at urban densities and service standards within the Cities, and urban densities for thos e~~ portions of the County located within the urban growth areas.

If, during the County's review of UGA areas with Cities or during the County's annual amendment process, the County determines that revision of the urban growth areas are not required to accommodate the urban growth projected to occur in the county for the succeeding 20-year period, but does determine that patterns of development have created pressure in areas that exceed available, developable lands within the urban growth area, the urban growth area or areas may be revised (UGA swaps) to accommodate identified patterns of development and likely future development pressure for the succeeding 20-year period if the following requirements per RCW 26.70A.110 (8)(or as amended) (*annual amendment process*) or RCW 36.70A.130 (3)(c)(or as amended) (*periodic update process*) are met:

- The revised urban growth area may not result in an increase in the total surface areas of the urban growth area or areas
- The areas added to the urban growth area are not or have not been designated as agricultural, forest, or mineral resource lands of long-term commercial significance
- If the areas added to the urban growth area have previously been designated as agricultural, forest, or mineral resource lands of long-term commercial significance, either an equivalent amount of agricultural, forest, or mineral resource lands of long-term commercial significance must be added to the area outside of the urban growth area, or the county must wait a minimum of two years before another swap may occur (***annual amendment process only***)
- Less than 15 percent of the areas added to the urban growth area are critical areas
- The areas added to the urban growth areas are suitable for urban growth
- The transportation element and capital facility plan element have identified the transportation facilities, and public facilities and services needed to serve the urban growth area and the funding to provide the transportation facilities and public facilities and services
- The urban growth area is not larger than needed to accommodate the growth planned for the succeeding 20-year planning period and a reasonable land market supply factor (***periodic update process only***)
- The areas removed from the urban growth area do not include urban growth or urban densities
- The revised urban growth area is contiguous, does not include holes or gaps, and will not increase pressures to urbanize rural or natural resource lands
- The county's proposed urban growth area revision has been reviewed according to the process and procedure in the countywide planning policies adopted and approved according to RCW 36.70A.210 (***annual amendment process only***)

Policy #4: ~~That~~ Urban Growth Areas ~~of~~ for each City shall be based upon official and accepted population projections for a minimum of 20 years (see also policy #2). The gross undeveloped and underdeveloped acreage within the city limits and the Urban Growth Area shall be sufficient to meet all the land requirements, for the following: community and essential public facilities, population projection, commercial and industrial activities, employment projections, infill and to prevent inflation of land cost due to a limited land supply.

a. The jurisdictions within the county shall use a uniform formula for identifying the land area necessary per capita for each community. ~~—~~Each jurisdiction's population projection shall be multiplied by its gross per capita land area requirement, which in the aggregate will define total land needs within the Urban Growth Area (UGA).

The uniform formula is as follows:

A + B + C + D + E + F + G + H + I + J + K = acreage/per capita (or acreage per dwelling unit if per capita is divided by average household size) where:

A = residential land per capita; (or DU)
B = parks and recreational area per capita;
C = area required for public facilities (fire stations, jails, etc.,) per capita;
D= area required for schools per capita;
E = commercial area per capita, or per employee;
F = industrial/manufacturing area per capita;
G = open space (golf courses, etc.) per capita;
H = public service lands required for transportation network, easements and R.O.W.s per DU;
I* = use 70% build-out for all residential lands;
J = add 25% to the total of A Through I for land supply/demand balance;
K = land credit for undevelopable lands i.e. Critical Areas including steep slopes, wetlands, habitat, etc. within the UGA.

* The same factor should be used for all jurisdictions.

Policy #5 : ~~That w~~Within the urban growth area, urban uses shall be concentrated in and adjacent to existing urban services or where they are shown on a Capital Improvement Plan to be available within 6 years.

Policy #6: ~~That c~~Cities will limit the extension of service district boundaries and water and sewer infrastructure to areas within each jurisdiction's urban growth area contained in their adopted Comprehensive Plan. Utility plans should attempt to reflect possible needs for 50 years.

Policy #7: Within each Comprehensive Plan, the Land Use Plan for urban growth areas shall designate urban densities and indicate the general locations of greenbelt and critical areas.

Policy #8: ~~Wherever possible, given c~~Consider~~ation of all~~ other variables, such as existing unused service infrastructure. Also, ~~the placement of~~avoid placing an urban growth line into an area of ~~existing commercial agriculture~~designated resource lands ~~shall be avoided~~.

Policy #9: ~~The appropriate directions for the~~Appropriate lands for ~~expansion of~~ urban growth expansion are typically those ~~areas are those which are~~ unincorporated lands with existing service infrastructure ~~and lands~~ adjacent to corporate limits.

Policy #10: All policies within each jurisdiction's Comprehensive Plans shall be modified to be consistent with adopted Countywide Policies.

Policy #XX

SECTION 4. POLICIES FOR SITING PUBLIC FACILITIES OF A COUNTYWIDE OR STATEWIDE NATURE;

Policy #11: The County and Cities ~~, along with public participation~~ shall develop a cooperative regional process, including public participation (see Policy #1, item 11), to site essential public facilities of regional and statewide importance. The objective of the process shall be to ensure that such facilities are located ~~so as to~~with appropriate provisions that protect environmental quality, optimize access and usefulness to all jurisdictions, and equitably distribute economic benefits/burdens throughout the region or county.

At the Countywide and multi-county level, the following action should be accomplished:

a. Develop a uniform siting procedure which enables selection of optimum project sites and appropriate size and scale relative to intended benefit area.

Policy #12: Support the existing solid waste program that promotes and maintains a high level of public health and safety, protects the natural and human environment of Benton County and encourages public involvement ~~by securing representation of the public~~ in the planning process.

Policy #13: Encourage and expand coordination and communication among all jurisdictions and solid waste agencies/firms in Benton and Franklin Counties in order to develop consistent and cost-effective programs that avoid duplication of effort and gaps in program activities.

a. Utilize the existing Benton-Franklin Solid Waste Advisory Committee.

SECTION 5. POLICIES FOR COUNTYWIDE TRANSPORTATION FACILITIES AND STRATEGIES;

Policy #14: Maintain active County-City participation in the Regional Transportation Planning Organization in order to facilitate City, County, and State coordination in planning

regional transportation facilities and infrastructure improvements to serve essential public facilities including Port District facilities and properties subject to RCW 47.80.030.

SECTION 6. POLICIES THAT CONSIDER THE NEED FOR AFFORDABLE HOUSING, SUCH AS HOUSING FOR ALL ECONOMIC SEGMENTS OF THE POPULATION AND PARAMETERS FOR ITS DISTRIBUTION;

Policy #15: The County and Cities ~~within~~ shall work together to provide housing for all economic segments of the population ~~.~~ within the cities and unincorporated Benton County (RCW 36.70A.070 (2)(c)(d). ~~–~~All jurisdictions shall seek to create the conditions necessary for the construction of ~~affordable~~ middle,[2] accessory dwelling units (ADU) and other housing, at the appropriate densities within the cities and County, including UGAs. The following actions should be accomplished:

a. Jointly quantify and project total Countywide housing need~~s~~ by income level and housing type (i.e. rental, ownership, senior, farm worker housing, group housing.)

b. ~~Establish a~~Allocate the Countywide housing need through developing and updating a housing allocation plan that provides housing allocations to each jurisdiction, ~~mechanism whereby the~~and develop and update housing elements~~efforts/programs of~~ for each jurisdiction to address how to meet each jurisdiction's individual allocation of the projected Countywide need.

c. ~~Address the affordable~~ Accommodate moderate, low, ~~housing needs of~~ very low, and extremely low-income ~~, and moderate income~~ households within unincorporated areas of the County and cities according to the housing allocation plan~~, and special needs individuals through the Comprehensive Housing Affordability Strategy (CHAS)~~.

d. Conduct an inventory and analysis of existing and projected housing needs by income band, consistent with each jurisdiction's share of the determined Countywide housing need.

e. Provide for the preservation, improvement and development of housing.

f. Provide for moderate density housing options within urban growth area boundaries, including range of middle housing types.

~~d. Develop design standards for implementation within the Comprehensive Plan with special attention to be given to the residential needs of low to moderate income families.~~

SECTION 7. POLICIES FOR JOINT COUNTY AND CITY PLANNING WITHIN URBAN GROWTH AREAS;

Policy #16: Urban growth areas may include territory located outside of a city if such territory may be characterized by urban growth or is adjacent to territory already characterized by urban growth. Within urban growth areas, only urban development may occur. For the purposes of locating urban growth areas, and permitting new development within them, "Urban" is defined as:

[2] Middle housing is a range of housing types, from duplexes to sixplexes, townhomes, courtyard apartments and cottage housing, intended to be compatible with single-family neighborhoods.

a. Having dedicated and improved (surfaced) streets, with dimension, design and construction standards for new development determined by "joint city/county standards" and;

b. For new development, road, street and intersection right-of way widths located and sized to accommodate projected local and regional average daily traffic (ADT) as determined by each jurisdictions Land Use Plan Transportation Element and, where relevant, projections of the Benton Franklin Council of Governments.

Policy #17: To encourage logical expansions of corporate boundaries into urban growth areas, and to enable the most cost efficient expenditure of public funds for the provision of urban services into newly annexed areas. The County and each City ~~shall~~ may jointly develop and implement development, land division and building standards, and coordinated permit procedures for the review and permitting of new subdivisions within Urban Growth Areas.

a. Joint development standards ~~shall~~ may be adopted by all jurisdictions. Standards may vary between the County and various incorporated jurisdictions.

SECTION 8. POLICIES FOR COUNTYWIDE ECONOMIC DEVELOPMENT AND EMPLOYMENT;

Policy #18: Comprehensive Plans shall jointly and individually support the County and region's economic prosperity in order to promote employment and economic opportunity for all citizens c~~C~~onsistent with the protection of public health, safety, welfare, and the use of natural resources on a long-term sustainable basis, the ability of service capacity to accommodate demands, and the expressed desires of each community, ~~Comprehensive Plans shall jointly and individually support the County and region's economic prosperity in order to promote employment and economic opportunity for all citizens~~.

Policy #19: The County and Cities have historically partnered with each other as well as with other organizations to achieve economic development throughout the region. ~~It is the intention of t~~The County and Cities intend to continue to actively pursue mutually beneficial partnerships that promote growth in all sectors of business and industry, including but not limited to: areas of agriculture, agri-business, industrial, commercial, public schools, recreation and tourism. Key strategies will include promoting family wage jobs, increasing income and reducing poverty, increase business formation, expansion and retention, and creating jobs and financial investment to improve the economic conditions within~~s~~ of our communities.

a. An economic development element should be integrated into the comprehensive plan of each jurisdiction, with particular attention being given to coordination with the land use and capital facility elements. The economic development element should establish goals and policies for each jurisdiction; actively promote employment opportunities for family-wage jobs; support the retention and expansion of businesses and industry in Benton County; support development of public schools; encourage the development of tourist-related businesses, including those that capitalize on area agricultural and other resources.

b. Comprehensive Plans should foster and promote a natural environment that conserves resources and~~will~~ contributes to economic growth and prosperity, and a business environment that offers diverse economic opportunities for businesses of all types and sizes in the region.

c. The County and Cities should encourage public and private agency cooperation and participation in the comprehensive planning process. These agencies should cooperatively evaluate trends and opportunities to identify strategies meeting long-term economic needs for the County and Cities ~~region~~.

d. The County and Cities agree that Benton County may establish economic development strategies and implementation criteria for siting major industrial and resource-~~-~~based development within rural areas of the County in accordance with RCW 36.70A.365.

e. The provision of utilities and other supporting urban governmental services to commercial and industrial areas should be coordinated and assigned a high priority by utility purveyors and service providers.

f. Subject to funding availability, ~~of funding. A~~a Countywide land use inventory ~~should~~ may be developed and periodically updated ~~established~~ to monitor commercial and industrial land supply and future needs, and support adjustments in land use designations, as applicable.

~~g. Support the development of public schools in areas where present or can be extended, is financially supportable at urban densities, where the extension of public infrastructure will protect health and safety, as per WAC 365-196-425(3)(b).~~

SECTION 9. AN ANALYSIS OF THE FISCAL IMPACT.

Policy #20: Capital Improvement Plans and Land Use Plans, shall conduct fiscal analyses as identified in RCW 36.70A.070 (3) (4) which identify and refine the most cost effective use of regional and local public services. This should be accomplished through actions including the following:

a. City's six year CIPs for transportation and utility (stormwater, wastewater, water, and broadband) ~~streets, water, and sewer should show~~ infrastructure sized to accommodate build-out of service areas within the 20 year urban growth area, at a minimum.

b. Construction design and placement standards for roads, intersections and streets (with provisions for storm water conveyance), sewer, water and lighting infrastructure, should be determined based upon an analysis which identifies the lowest public expenditure over extended periods of time. Utilities should be incorporated into such analyses.

c. Build out scenarios should be factored into school, fire/emergency medical services (EMS) and police service demand projections.

SECTION 10. Coordination with Tribal Governments

Benton County and cities will coordinate with area tribal governments in accordance with RCW 36.70A.210(4) and RCW 36.70A.(3) (i) tied to the Washington Growth Management Act.

SECTION 10. AMENDING POLICIES.

Policy #22: ~~The Growth Management Act requires counties planning under the Act to adopt a countywide planning policy in cooperation with the cities located in the county. The countywide planning policy is to be a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this [GMA] chapter." The purpose for the Benton County Wide Planning Policies is to meet this requirement of the Act.~~ This document is a tool that will provide the necessary guidance to achieve consistency during the updating of comprehensive plans for the county and the cities/towns consistent with the GMA.

The County Commissioners will review the policies and cause a final proposal to be transmitted to the cities for ratification and ultimately back to the Board of Commissioners for final action. The County Wide Planning Policies will be considered adopted when ratified by the cities and approved by the Board of Commissioners. Cities agree to take action within 45 days of the transmittal of the proposal and to submit resolutions of ratification to the county to document the action taken by the city.

The Board of Commissioners agrees to adopt the ratified policies without modification upon receipt of notice that at least three cities have acted affirmatively. The Commissioners ~~will convene~~

~~to~~will consider possible modifications to these policies if ratification is not accomplished.

Future amendments to the County Wide Planning Policies may be considered when proposed by the County or a City.

~~SECTION 11. LOCATE URBAN GROWTH AREAS~~

~~Population Projections~~

~~1. Review and comment on preliminary OFM population projections due in Dec. 91.~~

~~2. Legislative bodies of each jurisdiction to review OFM population projections.~~

~~3. Update the existing land use inventory to reflect current conditions (use county GIS to provide county-wide land use inventory).~~

~~4. GMC derives formula for allocation of OFM population projections -sends formula to individual jurisdictions via the BCPPC.~~

~~-BCPPC sends to indiv.jurisdictions legislative bodies for review~~
~~-BOCC takes action on pop.allocation~~

~~Land Use Element Map~~

~~1. Identify accepted uniform planning criteria used for locating Urban Growth Areas:~~

~~-natural physical barriers and roads~~
~~-existing service capacity (supply/deficit)~~
~~-projected service capacity (new supply)~~
~~-planning objectives (GMA req.) and;~~

~~2. Uniform criteria for insuring adequate land supply within Urban Growth Areas:~~

~~-enable growth without creating excess demand for services, congestion etc.,~~
~~-discourage sprawl without grossly inflating land costs;~~

~~3. Identify uniform, established candidates for the supply of developable land within the Urban Growth areas:~~

~~-vacant, underutilized, partially utilized~~

~~4. Identify uniform, established candidates for lands to be excluded from development, such as lands:~~

~~-needed for R.O.W.~~
~~-hazardous, critical, open space etc.,~~
~~-too costly to provide services~~
~~-to be zoned agricultural with Transfers of Density Rights (TDRs)~~

~~5. Map existing public, private and semi-public service district boundaries and;~~

6. Inventory all existing capital facilities for public, private and semi-public service providers, and transportation network, identify existing capacity:

Water sewer
fire police
schools ports
parks libraries
hospital communications

7. Confer with BFRC to establish current level transportation data re: inventory

-each jurisdiction to build on BFRC transportation data; define local street conditions, capacities, programmed and needed improvements.

8. Inventory housing stock - identify existing supply/demand ratio by housing.

9. Using Population Projections per jurisdiction, accomplish the following:

-project housing mix/type and occupancy rates;
-identify projected gross demands for services identified in item #5, above;
- equate existing services infrastructure capabilities and C.I. P.s with gross demands;
-identify new C.I.s, (supplies of water, sewer, school, rec. fac. etc.,) necessary to meet gross demands;
-survey options to meet gross service with cost effectiveness on essential services (i.e., water and sewer, road maintenance as a priority) and; type, identify present need (use Census);
-with the cost effectiveness of meeting other services demands as a consideration.

10. Contact each utility purveyor. Solicit participation on LUE advisory committees on relevant issues.

11. Inventory facilities/capacities of existing utility services, identify current plans for new facilities and capacities including but not limited to electric, telecommunications, natural gas. Rely on BFRC data.

12. Inventory lands such as: utility and transportation corridors, landfills, sewage treatment facilities, recreation, schools etc.,

-integrate existing information from comp. plans, needs assessments, pop. projections, into one joint list of needed public lands;
-county must work with state and cities to identify areas of shared need and shall prepare a prioritized list with estimated acquisition dates;
-capital acquisition budget for each jurisdiction with jointly agreed upon priorities and schedule. *

13. Identify Open Space Corridors within and between Urban Growth Areas, including:
-lands used or designated as recreational, wildlife habitat, trails, and "critical areas" as defined in sec .3

-optional: develop a mechanism to purchase fee simple or lesser interests in these open spaces using funds authorized by RCW 84.34.230 *
-develop an acquisitions list for those lands with critical resources imposing extreme constraints on development *

14. Draft a procedure, including siting criteria, for locating/approving essential public facilities.

-review list of essential facilities provided by OFM with the objective to identify those suitable for location in urban vs rural areas.

15. Consistent with the revised Policies in the Comp. Plan Texts, integrate population projections, land use and capital facilities inventory data, lands necessary for new capital facilities, and total land requirements to support population projections densities, open space and critical/natural areas (set asides) into **new 20 year Urban Growth Areas.**

16. Review of Urban Growth Areas by each jurisdiction's legislative body.

17. BOCC adopts Urban Growth Areas, then;

SECTION 12. PREPARE DRAFT LAND USE MAP

Map Designations

1. Prepare Draft Land Use Map with general distribution, location and extent of land uses, and:

-Urban Growth Areas and Rural Lands;

-Open Space;

-Public Facilities and lands;

-population densities;

-building intensities;

-est. future pop. densities (multiply av. bldg. densities X pers/household:

* not necessary for locating urban growth boundaries

ORDINANCE NO. _____

AN ORDINANCE relating to county planning; adopting updated Benton County Countywide Planning Policies.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

Section 1. The following new section is hereby made part of Title 16 of the Benton County Code but will not be codified.

COUNTYWIDE PLANNING POLICIES. The attached Countywide Planning Policies are hereby adopted pursuant to RCW 36.70A.210 as the countywide planning policies for Benton County and the cities therein.

Section 2. Severability. If any provision of this ordinance is declared unconstitutional, or the applicability thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the ordinance and the applicability thereof to other persons and circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall take effect and be in full force upon its passage and adoption.

ADOPTED AND PASSED this_____ day of _____2025.

_____
Chairman of the Board.

_____
Chairman Pro-Tem.

_____
Member.

Approved as to Form:

Constituting the Board of
County Commissioners of
Benton County, Washington

_____
Deputy Prosecuting Attorney

Attest:_____
Clerk of the Board

Exhibit A

INTRODUCTION AND OVERVIEW:

The Washington State Growth Management Act (GMA) requires that cities and counties adopt comprehensive plans. The GMA further requires that counties adopt Countywide Planning Policies (CWPPs), in cooperation with the cities located in whole or in part within the county. CWPPs establish a countywide framework for developing and adopting county and city comprehensive plans. The role of the CWPP is to coordinate comprehensive plans of jurisdictions in the same county for regional issues or issues affecting common borders (RCW 36.70A.100). Under state law, RCW 36.70A.210(1) describes the relationship between comprehensive plans and CWPPs. It states:

> *a 'countywide planning policy' is a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this chapter. This framework shall ensure that city and county comprehensive plans are consistent as required in RCW 36.70A.100. Nothing in this section shall be construed to alter the land use powers of the cities.*

In order to achieve the objectives above, and to ensure that regional planning efforts and governmental actions are consistent with current legal requirements and information, these updated Benton County CWPPs are proposed. The updates were made through a collaborative process with the County and the cities.

HISTORY:

In 1991, one year after the Washington State Legislature enacted the Growth Management Act (GMA), the GMA was amended to require that Countywide Planning Policies (CWPPs) be adopted within those counties subject to the GMA. The first Benton County Countywide Planning Policies were adopted on September 28, 1992.

AMENDMENTS AND ADOPTION:

In the years since the last CWPPs were adopted in Benton County, the GMA has evolved through amendments and judicial interpretations provided by the GMA and the courts. The updated CWPPs attempt to provide procedures for County and city/town coordination to address the latest set of requirements.

The GMA does not specifically address amendments to the CWPPs; however, it has become apparent that the Benton County CWPPs should be updated to better address countywide planning concerns and coordination between jurisdictions in the County. A public hearing was held by the Benton County Planning Commission on month and day, 20XX.

Benton County is the lead agency for this proposal and has determined that it does not have a significant adverse impact on the environment and a SEPA Determination of Non Significance was issued on month and day, 20XX.

In order to comply with GMA requirements and the adoption/amendment procedures identified below, all jurisdictions in Benton County must agree to the adoption of the revised CWPPs. This process will involve the planning departments, planning commissions, and elected representatives of each jurisdiction. In order to facilitate this process, Benton County, in consultation with the cities, has developed the following adoption/ratification process for the draft CWPPs:

1. Benton County Planning Commission recommendation on proposed CWPPs.

2. The Benton County Board of Commissioners (BOCC) adopts a resolution agreeing in principle to the proposed CWPPs, but acknowledging that changes may need to be made based on input from each jurisdiction. The BOCC's resolution will contain a statement requiring that each jurisdiction ratify the CWPPs adopted by Benton County and will lay out a schedule for future approval steps.

3. CWPPs approved by Benton County BOCC reviewed by each jurisdiction's Planning Commission.

4. The elected body of each jurisdiction passes a resolution which states that the jurisdiction either: (a) supports the CWPPs in their entirety, (b) rejects the CWPPs in their entirety, or (c) supports the CWPPs with specific changes.

5. If specific changes are identified by a jurisdiction in step four, the Benton County Planning Department and Planning Commission may amend the CWPPs and attempt to reconcile any conflicting changes.

6. The Benton County BOCC adopts, by ordinance, the final CWPPs.

SECTION 1. Countywide planning policy is a written policy statement or statements used solely for establishing a countywide framework from which County and City comprehensive plans are developed and adopted. This framework is designed to ensure that City and County comprehensive plans are consistent with statewide planning policies.

The Growth Management Act requires counties planning under the GMA to adopt a countywide planning policy in cooperation with the cities located in the county. The countywide planning policy is to be a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this [GMA] chapter." The purpose for the Benton County Countywide Planning Policies is to meet this requirement of the GMA

Section 2: How to Read Countywide Planning Policies

The policies within the Countywide Planning Policies (CPPs) have equal importance, and each one should be understood in the context of the entire document. The CPPs specify how directive a policy should be. Many of the policies utilize one of three different words to do this; shall, should, and may and are defined as follows:

- "Shall" means implementation of the policy is mandatory and

imparts a higher degree of substantive direction than "should." "Shall" is used for policies that repeat State of Washington requirements or where the intent is to mandate action. However, "shall" cannot be used when it is largely a subjective determination of whether a policy's objective has been met.

- "Should" means implementation of the policy is expected, but its completion is not mandatory. The policy is directive with substantive meaning, although to a lesser degree than "shall" for two reasons. (1) "Should" policies recognize the policy might not be applicable or appropriate for all municipalities due to special circumstances. The decision to not implement a "should" policy is appropriate only if the implementation of the policy is either inappropriate or not feasible. (2) Some "should" policies are subjective; hence, it is not possible to demonstrate that a jurisdiction has implemented them.

- "May" means the actions described in the policy are either advisable or are allowed. "May" gives permission and implies a preference. Because "may" does not have a directive meaning, there is no expectation that the described action will be implemented.

SECTION 2. POLICIES TO IMPLEMENT RCW 36.70A.020;

Policy #1: The Comprehensive Plans of Benton County and each of the cities therein shall be prepared and adopted with the objective of facilitating economic prosperity by accommodating growth consistent with the following:

1. Urban Growth Areas: Encourage development in urban areas where adequate public facilities exist or can be provided in a cost-efficient manner consistent with RCW 36.70A.115 & WAC 365-196-325.

2. Reduce Sprawl: Reduce the inappropriate conversion of undeveloped land into low density development lacking adequate services, injurious to ground and surface water quality, destructive to the area's agricultural lands base and less than cost effective relative to public service costs.

3. Transportation. Encourage efficient multi-modal transportation systems that may reduce greenhouse gas emissions and per capita vehicle miles traveled and are based on regional priorities and coordinated with county and city comprehensive plans subject to RCW 36.70A.070 (6) (b) and RCW.70A.070 (6)(a)and WAC 365.196-840.

4. Housing. Plan for and accommodate housing affordable for the range of low to moderate income households and other income levels defined as follows in WAC 365-196-410 (2) (3) (i)(c, RCW 36.70A.536, and RCW 36.70.030 of the County population within the cities and unincorporated Benton County, and consistent with the County/cities developed housing allocation plan. Promote a variety of residential densities and housing types and encourage preservation of existing housing stock in concert with RCW 36.70A.635 and RCW 36.70A.680.

5. Economic development. Encourage economic development throughout the County and cities that is consistent with adopted comprehensive plans. Promote economic opportunity for all citizens, especially

for unemployed and for disadvantaged persons. Promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the County's natural resources, public services, and public facilities subject to RCW 36.70A.020(5). Countywide planning policies are required to include consideration of commercial and industrial facilities.

~~4~~6. Property rights. Private property rights shall not be taken for public use without just compensation having been made, consistent with the Washington State Constitution, Section 16. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

~~5~~7. Permits. Maintain a permit review process that provides for integrated and consolidated review and are processed in a timely and fair manner to ensure predictability.

~~6~~8. Rural and Resource Lands. Maintain and encourage natural resource-based industries, including agricultural, fisheries and mineral industries subject to RCW 36.70A.170 and RCW 36.70A.030(36). Encourage the conservation and improvement of productive agricultural lands and discourage incompatible uses.

~~7~~9. Open space[1] and recreation. Encourage the retention of open space and the development of recreational opportunities, enhance fish and wildlife habitat and increase access to natural resource lands and water.

~~8~~10. Environment. Protect and enhance the environment and enhance the region's high quality of life, including air and water quality and the availability of water.

~~9~~11. Citizen participation and coordination. Encourage the involvement of all citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.

~~10~~12. Public Capital facilities and Essential Public Facilities. Ensure that those public facilities and services necessary to support development shall be adequate to serve development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards. With the exception of water, sewer, and local access streets, which shall be available at the time of occupancy, the term "adequate" shall be defined as either available at the time of occupancy, or shown on the current Capital Improvement Plan (CIP), as a funded project within six years subject to RCW 36.70A.210 (3)(c), RCW 36.70A.200,RCW 36.70A.130, and WAC 365-196-415.

~~11~~13. Cultural and historic resources protection and preservation. Identify, preserve, and protect historic, cultural, and archaeological resources in collaboration with federally recognized Indian tribes and applicable federal, state and local agencies through land protection, avoidance, mitigation and other related strategies.

---

[1] Per RCW 36,70A.160, *"Open Space" is defined as lands useful for recreation, wildlife habitat, trails, and connection of critical areas.*

14. Climate change and resiliency. Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.

15. Shorelines of the state. For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 shall be considered an element of the county and city comprehensive plans.

SECTION 3. POLICIES FOR PROMOTION OF CONTIGUOUS AND ORDERLY DEVELOPMENT AND THE PROVISION OF URBAN SERVICES TO SUCH DEVELOPMENT;

Policy #2: The County, in consultation with the cities, shall allocate future projected populations to support comprehensive plan amendments and updates using the latest population projections published by the Washington State Office of Financial Management (OFM). Allocation of future populations shall be based on the OFM data and projection ranges (Low, Medium and High) but also consider recent year housing and development trends, land capacity analysis and other related information identified in RCW 36.70A.070 (2)(c).

Policy #3: Locating Urban Growth Areas within the County shall be accomplished using accepted planning practices which provide sufficient land and service capacity, up to the determined need, to meet projected populations at urban densities and service standards within the Cities, and urban densities for those portions of the County located within the urban growth areas.

If, during the County's review of UGA areas with Cities or during the County's annual amendment process, the County determines that revision of the urban growth areas are not required to accommodate the urban growth projected to occur in the county for the succeeding 20-year period, but does determine that patterns of development have created pressure in areas that exceed available, developable lands within the urban growth area, the urban growth area or areas may be revised (UGA swaps) to accommodate identified patterns of development and likely future development pressure for the succeeding 20-year period if the following requirements per RCW 26.70A.110 (8)(or as amended) (*annual amendment process*) or RCW 36.70A.130 (3)(c)(or as amended) (*periodic update process*) are met:

- The revised urban growth area may not result in an increase in the total surface areas of the urban growth area or areas
- The areas added to the urban growth area are not or have not been designated as agricultural, forest, or mineral resource lands of long-term commercial significance
- If the areas added to the urban growth area have previously been designated as agricultural, forest, or mineral resource lands of long-term commercial significance, either an equivalent amount of agricultural, forest, or mineral resource lands of long-term commercial significance must be

added to the area outside of the urban growth area, or the county must wait a minimum of two years before another swap may occur (***annual amendment process only***)

- Less than 15 percent of the areas added to the urban growth area are critical areas
- The areas added to the urban growth areas are suitable for urban growth
- The transportation element and capital facility plan element have identified the transportation facilities, and public facilities and services needed to serve the urban growth area and the funding to provide the transportation facilities and public facilities and services
- The urban growth area is not larger than needed to accommodate the growth planned for the succeeding 20-year planning period and a reasonable land market supply factor (***periodic update process only***)
- The areas removed from the urban growth area do not include urban growth or urban densities
- The revised urban growth area is contiguous, does not include holes or gaps, and will not increase pressures to urbanize rural or natural resource lands
- The county's proposed urban growth area revision has been reviewed according to the process and procedure in the countywide planning policies adopted and approved according to RCW 36.70A.210 (***annual amendment process only***)

Policy #4: Urban Growth Areas for each City shall be based upon official and accepted population projections for a minimum of 20 years (see also policy #2). The gross undeveloped and underdeveloped acreage within the city limits and the Urban Growth Area shall be sufficient to meet all the land requirements, for the following: community and essential public facilities, population projection, commercial and industrial activities, employment projections, infill and to prevent inflation of land cost due to a limited land supply.

a. The jurisdictions within the county shall use a uniform formula for identifying the land area necessary per capita for each community. Each jurisdiction's population projection shall be multiplied by its gross per capita land area requirement, which in the aggregate will define total land needs within the Urban Growth Area (UGA).

The uniform formula is as follows:

A + B + C + D + E + F + G + H + I + J + K = acreage/per capita (or acreage per dwelling unit if per capita is divided by average household size) where:

A = residential land per capita; (or DU)
B = parks and recreational area per capita;
C = area required for public facilities (fire stations, jails, etc.,) per capita;
D= area required for schools per capita;
E = commercial area per capita, or per employee;
F = industrial/manufacturing area per capita;
G = open space (golf courses, etc.) per capita;
H = public service lands required for transportation network, easements and R.O.W.s per DU;
I* = use 70% build-out for all residential lands;
J = add 25% to the total of A Through I for land

supply/demand balance;
K = land credit for undevelopable lands i.e. Critical Areas including steep slopes, wetlands, habitat, etc. within the UGA.

* The same factor should be used for all jurisdictions.

Policy #5 : Within the urban growth area, urban uses shall be concentrated in and adjacent to existing urban services or where they are shown on a Capital Improvement Plan to be available within 6 years.

Policy #6: Cities will limit the extension of service district boundaries and water and sewer infrastructure to areas within each jurisdiction's urban growth area contained in their adopted Comprehensive Plan. Utility plans should attempt to reflect possible needs for a minimum of 20 years.

Policy #7: Within each Comprehensive Plan, the Land Use Plan for urban growth areas shall designate urban densities and indicate the general locations of greenbelt and critical areas.

Policy #8: Consider other variables, such as existing unused service infrastructure. Also, avoid placing an urban growth line into an area of designated resource lands.

Policy #9: Appropriate lands for urban growth expansion are typically those unincorporated lands with existing service infrastructure adjacent to corporate limits.

Policy #10: All policies within each jurisdiction's Comprehensive Plans shall be modified to be consistent with adopted Countywide Policies.

SECTION 4. POLICIES FOR SITING PUBLIC FACILITIES OF A COUNTYWIDE OR STATEWIDE NATURE;

Policy #11: The County and Cities shall develop a cooperative regional process, including public participation (see Policy #1, item 11), to site essential public facilities of regional and statewide importance. The objective of the process shall be to ensure that such facilities are located with appropriate provisions that protect environmental quality, optimize access and usefulness to all jurisdictions, and equitably distribute economic benefits/burdens throughout the region or county.

At the Countywide and multi-county level, the following action should be accomplished:

a. Develop a uniform siting procedure which enables selection of optimum project sites and appropriate size and scale relative to intended benefit area.

Policy #12: Support the existing solid waste program that promotes and maintains a high level of public health and safety, protects the natural and human environment of Benton County and encourages public involvement in the planning process.

Policy #13: Encourage and expand coordination and communication among all jurisdictions and solid waste agencies/firms in Benton and Franklin Counties in order to develop consistent and cost-effective programs that avoid duplication of effort and gaps in

program activities.

a. Utilize the existing Benton-Franklin Solid Waste Advisory Committee.

SECTION 5. POLICIES FOR COUNTYWIDE TRANSPORTATION FACILITIES AND STRATEGIES;

Policy #14: Maintain active County-City participation in the Regional Transportation Planning Organization in order to facilitate City, County, and State coordination in planning regional transportation facilities and infrastructure improvements to serve essential public facilities including Port District facilities and properties subject to RCW 47.80.030.

SECTION 6. POLICIES THAT CONSIDER THE NEED FOR AFFORDABLE HOUSING, SUCH AS HOUSING FOR ALL ECONOMIC SEGMENTS OF THE POPULATION AND PARAMETERS FOR ITS DISTRIBUTION;

Policy #15: The County and Cities shall work together to provide housing for all economic segments of the population within the cities and unincorporated Benton County (RCW 36.70A.070 (2)(c)(d). All jurisdictions shall seek to create the conditions necessary for the construction of middle,[2] accessory dwelling units (ADU) and other housing, at the appropriate densities within the cities and County, including UGAs. The following actions should be accomplished:

a. Jointly quantify and project total Countywide housing need by income level and housing type (i.e. rental, ownership, senior, farm worker housing, group housing.)

b. Allocate the Countywide housing need through developing and updating a housing allocation plan that provides housing allocations to each jurisdiction and develop and update housing elements for each jurisdiction to address how to meet each jurisdiction’s individual allocation of the projected Countywide need.

c. Accommodate moderate, low, very low, and extremely low-income households within unincorporated areas of the County and cities according to the housing allocation plan.

d. Conduct an inventory and analysis of existing and projected housing needs by income band, consistent with each jurisdiction’s share of the determined Countywide housing need.

e. Provide for the preservation, improvement and development of housing.

f. Provide moderate density housing options within urban growth area boundaries, including range of middle housing types.

SECTION 7. POLICIES FOR JOINT COUNTY AND CITY PLANNING WITHIN URBAN GROWTH AREAS;

Policy #16: Urban growth areas may include territory located outside of a city if such territory may be characterized by urban

[2] Middle housing is a range of housing types, from duplexes to sixplexes, townhomes, courtyard apartments and cottage housing, intended to be compatible with single-family neighborhoods.

growth or is adjacent to territory already characterized by urban growth. Within urban growth areas, only urban development may occur. For the purposes of locating urban growth areas, and permitting new development within them, "Urban" is defined as:

a. Having dedicated and improved (surfaced) streets, with dimension, design and construction standards for new development determined by "joint city/county standards" and;

b. For new development, road, street and intersection right-of way widths located and sized to accommodate projected local and regional average daily traffic (ADT) as determined by each jurisdictions Land Use Plan Transportation Element and, where relevant, projections of the Benton Franklin Council of Governments.

Policy #17: To encourage logical expansions of corporate boundaries into urban growth areas, and to enable the most cost efficient expenditure of public funds for the provision of urban services into newly annexed areas. The County and each City may jointly develop and implement development, land division and building standards, and coordinated permit procedures for the review and permitting of new subdivisions within Urban Growth Areas.

a. Joint development standards may be adopted by all jurisdictions. Standards may vary between the County and various incorporated jurisdictions.

SECTION 8. POLICIES FOR COUNTYWIDE ECONOMIC DEVELOPMENT AND EMPLOYMENT;

Policy #18: Comprehensive Plans shall jointly and individually support the County and region's economic prosperity in order to promote employment and economic opportunity for all citizens consistent with the protection of public health, safety, welfare, and the use of natural resources on a long-term sustainable basis, the ability of service capacity to accommodate demands, and the expressed desires of each community,.

Policy #19: The County and Cities have historically partnered with each other as well as with other organizations to achieve economic development throughout the region. The County and Cities intend to continue to actively pursue mutually beneficial partnerships that promote growth in all sectors of business and industry, including but not limited to: areas of agriculture, agri-business, industrial, commercial, public schools, recreation and tourism. Key strategies will include promoting family wage jobs, increasing income and reducing poverty, increase business formation, expansion and retention, and creating jobs and financial investment to improve the economic conditions within our communities.

a. An economic development element should be integrated into the comprehensive plan of each jurisdiction, with particular attention being given to coordination with the land use and capital facility elements. The economic development element should establish goals and policies for each jurisdiction; actively promote employment opportunities for family-wage jobs; support the retention and expansion of businesses and industry in Benton County; support development of public schools; encourage the development of tourist-related

businesses, including those that capitalize on area agricultural and other resources.

b. Comprehensive Plans should foster and promote a natural environment that conserves resources and contributes to economic growth and prosperity, and a business environment that offers diverse economic opportunities for businesses of all types and sizes in the region.

c. The County and Cities should encourage public and private agency cooperation and participation in the comprehensive planning process. These agencies should cooperatively evaluate trends and opportunities to identify strategies meeting long-term economic needs for the County and Cities.

d. The County and Cities agree that Benton County may establish economic development strategies and implementation criteria for siting major industrial and resource-based development within rural areas of the County in accordance with RCW 36.70A.365.

e. The provision of utilities and other supporting urban governmental services to commercial and industrial areas should be coordinated and assigned a high priority by utility purveyors and service providers.

f. Subject to funding availability, a Countywide land use inventory may be developed and periodically updated to monitor commercial and industrial land supply and future needs, and support adjustments in land use designations, as applicable.

SECTION 9. AN ANALYSIS OF THE FISCAL IMPACT.

Policy #20: Capital Improvement Plans and Land Use Plans, shall conduct fiscal analyses as identified in RCW 36.70A.070 (3) (4) which identify and refine the most cost effective use of regional and local public services. This should be accomplished through actions including the following:

a. City's six year CIPs for transportation and utility (stormwater, wastewater, water, and broadband) infrastructure sized to accommodate build-out of service areas within the 20-year urban growth area, at a minimum.

b. Construction design and placement standards for roads, intersections and streets (with provisions for storm water conveyance), sewer, water and lighting infrastructure, should be determined based upon an analysis which identifies the lowest public expenditure over extended periods of time. Utilities should be incorporated into such analyses.

c. Build out scenarios should be factored into school, fire/emergency medical services (EMS) and police service demand projections.

SECTION 10. Coordination with Tribal Governments

Benton County and cities will coordinate with area tribal governments in accordance with RCW 36.70A.210(4) and RCW 36.70A.

(3) (i) tied to the Washington Growth Management Act.

SECTION 10. AMENDING POLICIES.

Policy #22: This document is a tool that will provide the necessary guidance to achieve consistency during the updating of comprehensive plans for the county and the cities/towns consistent with the GMA.

The County Commissioners will review the policies and cause a final proposal to be transmitted to the cities for ratification and ultimately back to the Board of Commissioners for final action. The County Wide Planning Policies will be considered adopted when ratified by the cities and approved by the Board of Commissioners. Cities agree to take action within 45 days of the transmittal of the proposal and to submit resolutions of ratification to the county to document the action taken by the city.

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Future amendments to the County Wide Planning Policies may be considered when proposed by the County or a City.

Council Agenda Coversheet	Item Number:	6.a.	Date:	11/18/2025	Category: Public Mtg / Hrg Ordinance
	Item Type:	Public Hearing			
	Subject:	Ordinance: Mid-Biennium Budget Adjustment			
	Department:	Finance			
	Ordinance #:				

Recommendation

Staff recommends that Council hold a public hearing, take testimony on the mid-biennium review and adjustment, and adopt the ordinance as presented.

Motion for Consideration

Motion to adopt the ordinance as presented.

Summary

State law requires that the City prepare a mid-biennium budget review and modification between September 1st and December 31st of the first year of the biennium. This budget review and modification serves to fulfill that requirement. The budget adjustment ordinance provides an opportunity to formally appropriate items previously approved by Council and to bring matters of special interest to Council's attention. It may also be used to update revenue estimates and appropriate for unanticipated expenditures.

This is the second adjustment to the City's 2025/2026 biennial budget. Significant items include:

- To appropriate a grant from the Washington State Criminal Justice Training Commission to administer the State's Basic Law Enforcement Academy program and reimbursement for one-year on-demand officer mental health training exercise subscription.
- To appropriate a COPS grant for mental health training program.
- To appropriate remaining American Rescue Plan Act (ARPA) funds originally allocated for the HVAC system upgrades at the Toyota Center that were not needed for the project to the General Fund for Police Body/Dash Cams.
- To appropriate an Assistance to Firefighters Grant from the Federal Emergency Management Agency (FEMA) for technical rescue training.
- To recognize revenue received as part of the Opioid Settlement and appropriate funds to the County as approved through an interlocal agreement to support the Columbia Valley Center for Recovery.
- To appropriate additional funds for Benton County Emergency Services (BCES) including SECOMM dispatch services, 800 Mhz Services, and new microwave assessment. In addition, appropriate funds associated with the Radio Expansion Project in the Capital Improvement Fund (CIP).
- To appropriate funds for BI-PIN for the new Peregrine Software for consortium-wide law enforcement historical archive and data integration. This new software was approved by the BI-PIN board in September 2025.
- To appropriate additional funds for Jail Services. The City's allocation increased from 10.96% to 12.86% in 2025 and the allocation will increase to 13.99% in 2026.
- To appropriate additional funds for District Court Services. The City's allocation increased from 18.98% to 20.35% in 2025 and will increase to 26.55% in 2026.
- To appropriate additional funds for Office of Public Defense. The City's allocation increased from 39.26% to 48.83% in 2025 and will reduce slightly in 2026 to 46.81%.
- To appropriate additional funds for the Tri-Cities Animal Control Authority. The Tri-City Animal Control Authority was created through an interlocal cooperative agreement to provide for animal control services among the participating jurisdictions which includes the cities of Pasco, Richland, and Kennewick. The new animal control facility opened in the spring of 2025 and is operated by the City of Pasco.
- In February 2025, the Council approved a resolution with the Kennewick Public Facilities District (KPFD) establishing the guaranteed maximum construction cost for the Three Rivers Convention

Center Expansion (TRCC) Project not to exceed $71.3M. This total included $50.3M in project bonds issued by the KPFD and up to $21M from the City, including $7M from Rural County Capital Funds (RCCF), for the cost of acquiring, constructing, and equipping an expansion of the TRCC. The proposed budget adjustment provides housekeeping to appropriate the applicable funds in accordance with the agreement.

- The Council approved a disbursement agreement in February 2025 with the KPFD associated with the debt service on the KPFD's bonds. The City's contribution for the debt service in 2025/2026 is $3.6M. The funding for the debt service is anticipated to come from Rural County Capital Funds in the amount of $2M and lodging tax fund in the amount of $1.6M.
- To appropriate funding from Department of Commerce for Kennewick Housing Authority Bubble on Gum Street Housing Project.
- To appropriate carryover and additional funding from H.U.D. Block Grant Program.
- To appropriate funds from Community Development Block Grant and Capital Improvement Program (CIP) Fund for Vancouver Park Pump Track Project.
- To appropriate funds from Department of Commerce for the Columbia Park East Boat Launch and Audubon Trail Projects.
- To appropriate Washington State Department of Transportation (WSDOT) Grant and CIP funding for the Columbia Center Boulevard Widening Project.
- To appropriate funding from National Highway Systems Grant for Columbia Drive and Clearwater Pavement Preservation.
- To appropriate funding from the Transportation Administration Program Grant for Kennewick Irrigation District (KID) Pathway (Kellog to Edison) and East Columbia Park Bike Path.
- To appropriate funding from Department of Commerce and loan proceeds from Public Works Board for the Water Utility Zone 2 Transmission Main Project.
- Appropriate additional loan proceeds from Department of Ecology for the Wastewater Treatment Plant (WWTP) Phase II Project.
- To appropriate funds for the implementation of a new utility billing system. The City's legacy utility billing system is over 20 years old and will no longer be supported as of early spring 2027.
- To appropriate funds from the Water/Sewer Fund for the purchase of a Ford Maverick truck associated with WWTP Phase II and appropriate funds to build replacement reserves for F450 dump truck, vac-con suction cleaner, and camera van.

Alternatives

None recommended.

Fiscal Impact

Total increase in appropriations of $26,581,487 to the City's 2025/2026 adjusted biennial budget, which represents a 5% increase to the current adjusted biennial budget overall.

Attachments:

1. Ordinance
2. Summary
3. Detail

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE PROVIDING FOR MODIFICATION OF THE 2025/2026 BIENNIAL BUDGET

WHEREAS, KMC 3.05.130 requires a mid-biennium review of the City's biennial budget; and

WHEREAS, the City Manager has prepared the proposed budget modifications; and

WHEREAS, notice of a public hearing on the proposed amendment was published and a public hearing was held at a regular meeting of the City Council on November 18, 2025; NOW, THEREFORE,

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

Section 1. That certain expenditures as set out below must be made during 2025 that were not foreseeable at the time of preparing the 2025/2026 biennial budget and it is necessary to make appropriations as set forth below and to adjust certain fund income not forecast for 2025/2026, and to make expenditures and changes as designated below, and the following funds shall be changed as follows:

General Fund	$2,670,737
Urban Arterial Fund	$6,239,000
Capital Improvement Fund	$6,233,567
Water & Sewer Fund	$8,358,097
Equipment Rental Fund	$259,192
BI-PIN Operations Fund	$1,058,878
Medical Services Fund	$15,940
Community Development Fund	$1,746,076
Total Increase in Appropriations	$26,581,487

Section 2. That the increases and/or decreases in appropriations and anticipated revenues in the above funds, for said uses and purposes and proper City officials be, and hereby are, authorized and directed to issue warrants or transfer of said funds in accordance with this ordinance.

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

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18 day of November, 2025.

Attest: GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____

ORDINANCE EFFECTIVE DATE: _____

CITY OF KENNEWICK

SUMMARY OF 2025/2026 BIENNIAL BUDGET ADJUSTMENTS

	Original Biennial Budget	Ord. # 25-438 Adjustment (6/25)	Ord. # 25- Adjustment (11/25)	Amended Biennial Budget
GENERAL GOV'T OPERATIONS				
General Fund	$ 140,090,728	$ 2,187,464	$ 2,670,737	$ 144,948,929
Street Fund	5,995,447	-		5,995,447
Subtotal	146,086,175	2,187,464	2,670,737	150,944,376
CAPITAL PROJECTS				
Urban Arterial Street Fund	7,542,671	4,684,040	6,239,000	18,465,711
Capital Improvement Fund	65,633,874	10,520,306	6,233,567	82,387,747
ENTERPRISE & INTERNAL SERVICE				
Water and Sewer Fund	80,994,994	43,576,337	8,358,097	132,929,428
Medical Services Fund	47,262,668	1,222,350	15,940	48,500,958
Building Safety Fund	7,800,000	580,493		8,380,493
Coliseum Fund	10,839,000	(307,208)		10,531,792
Stormwater Utility Fund	9,480,000	67,465		9,547,465
Columbia Park Golf Course Fund	1,025,000	49,565		1,074,565
Equipment Rental Fund	16,491,322	5,337,159	259,192	22,087,673
Central Stores Fund	727,190	43,427		770,617
Risk Management Fund	7,286,605	640,513		7,927,118
DEBT SERVICE				
Debt Service Fund	6,182,484			6,182,484
LID Guaranty Fund	47,900	6,652		54,552
SPECIAL REVENUE				
Transportation Benefit District Fund	6,000,000			6,000,000
BI-PIN Operations Fund	2,241,395		1,058,878	3,300,273
Community Development Fund	1,180,000	(8,443)	1,746,076	2,917,633
Asset Forfeiture Fund	256,900	32,862		289,762
Public Safety Fund	4,994,709			4,994,709
Cash Reserve Fund	3,345,000	97,843		3,442,843
Fire Impact Fee Fund				-
Lodging Tax Fund	6,641,287	167,008	-	6,808,295
Criminal Justice Sales Tax Fund	9,673,605	137,774		9,811,379
HIDTA Fiduciary Program Fund	3,500,000			3,500,000
CSLFRF Fund	2,118,970	(2,118,970)		-
FIDUCIARY TRUST FUNDS				
Fire Pension Fund	1,590,000	159,184		1,749,184
OPEB Trust Fund	6,579,044	469,093		7,048,137
Total	$ 455,520,793	$ 67,544,914	$ 26,581,487	$ 549,647,194

CITY OF KENNEWICK
Budget Adjustment Ordinance No.

BARS Account		Account Title	Adopted Budget	Proposed Adjustment	Amended Budget	Explanation
GENERAL FUND REVENUES						
001000	311101	Real and Personal Property Tax	28,602,838	594,404	29,197,242	Revised based on 2025 est. actuals and County 2026 estimate
001000	313701	Local Sales Tax - Crim Justice	4,856,000	172,510	5,028,510	Revised based on 2025 actuals
001090	322401	Construction Engineer Permits	1,772,200	651,000	2,423,200	Recognize increased revenue from building activity
001070	331005	JAG Grant	-	51,259	51,259	Recognize revenue from JAG grant for Police Department
001070	331011	HIDTA - Fiduciary	120,000	23,750	143,750	Increase in 2025/2026 projected revenue due to contract increase beginning in June 2025
001080	331012	FEMA - Assis Firefighter Grant	-	147,869	147,869	Assistance to Firefighters Grant (AFG) for Hazmat and Technical Rescue Team Training
001000	331017	CSLFRF - ARPA FUNDS	300,000	144,000	444,000	Reallocate ARPA funding for Police Body/Dash Cams
001070	331018	COPS Grant	-	120,644	120,644	Recognize revenue from COPS grant for Police Department
001070	333030	Safety Incentive Grants	-	42,779	42,779	Recognize Safety Incentive Grant received in 2025 for Police Department
001070	334002	Criminal Justice Comm Grant	-	241,235	241,235	Recognize WA Criminal Justice Training Commission Grant for Police Police Department
001070	334035	Department of Commerce Grant		62,741	62,741	Recognize revenue from Department of Commerce Grant for Police Department
001070	342106	Police Outside Employ Chrgs	222,200	85,051	307,251	Revise revenue estimate based on actuals
001000	369400	Opioid Settlement	-	291,790	291,790	Est. revenue from Opioid Settlement in 2025/2026. Funds transferred to County per ILA.
001080	369900	Miscellaneous Revenue	-	41,705	41,705	Tuition reimbursement for JATC Fire Fighter Cadets per CBA
		Net Increase (Decrease) in Revenues		2,670,737		
GENERAL FUND EXPENDITURES						
PARKS DEPARTMENT						
Recreation						
K1571210	549071	Art Commission	12,150	4,870	17,020	Carryforward for art on traffic signal boxes
		Total Parks Dept		4,870		
FIRE DEPARTMENT						
Fire Administration						
F1522200	541013	SECOMM - Dispatch Services	44,492	7,586	52,078	Est. increase in 2025/2026 for COK portion
F1522200	541126	Microwave		384	384	New microwave assessment for COK portion
IMT Reimbursement						
F1522240	512000	Overtime	-	33,168	33,168	Allocate funding to cover overtime costs for events, portion covered through event funding
F1522240	520001	Social Security (FICA)	-	473	473	" "
F1522240	520003	Retirement	-	1,779	1,779	" "
F1522240	520006	Medical Retirement Account	-	165	165	" "
F1522240	520007	WA PFML & Cares	-	88	88	" "
Fire Training						
F1522450	512000	Overtime	285,464	134,444	419,908	Allocate FEMA AFG grant to fire fighters training overtime costs
F1522450	541023	B/C Fire Dist #1 - TrainingFac	90,000	39,604	129,604	BC Fire Training Tower expenses from 2023/2024 to be reimbursed by Benton Fire District #1
F1522450	543002	Travel & Training Expense	148,916	15,526	164,442	Cover WA State Fire Fighters JATC Tuition for enrolled cadets per CBA
		Total Fire		233,217		

CITY OF KENNEWICK
Budget Adjustment Ordinance No.

BARS Account		Account Title	Adopted Budget	Proposed Adjustment	Amended Budget	Explanation
POLICE DEPARTMENT						
Police Administration						
L1521100	536001	Software Supplies	-	39,525	39,525	WA CJTC funded 1 year on-demand officer mental training exercise subscription
KPD Admin-Intergovernmental						
L1521200	541013	SECOMM - Dispatch Services	1,950,645	64,362	2,015,007	Est. increase in 2025/2026 for COK portion
L1521200	541025	Benton County - 800 Mhz Srvc	367,057	11,023	378,080	Est. increase in 2025/2026 for COK portion
L1521200	541034	BI-PIN Services	422,300	128,131	550,431	2026 anticipated increase for new Peregrine system ($126K) and 2026 BIPIN services $2K
L1521200	541126	Microwave	-	15,492	15,492	New microwave assessment for COK portion
Patrol						
L1521710	545015	Body/Dash Cams	328,000	116,000	444,000	Increase allocation funded by ARPA
Care and Custody of Prisoners						
L1523600	541027	Benton County - Jail Services	5,338,870	489,867	5,828,737	Allocation increase from 10.96% in 23/24 to 12.86% in 2025 and 2026 allocation increased to 13.99%
L1523600	549019	Prisoner Medical Costs	231,000	(65,237)	165,763	Reduction based on 2025 actuals
		Total Police		799,163		
NON-DEPARTMENTAL						
Municipal Court						
Z1512500	541026	Benton County - District Court	2,135,971	217,150	2,353,121	Allocation increased from 18.98% in 23/24 to 20.35% in 2025 and 26.55% in 2026
Z1512500	541031	Benton County-Office Pub Def	2,332,140	461,337	2,793,477	Allocation increased from 39.26% in 23/24 to 48.83% in 2025 and will be 46.81% in 2026
Other Govt'l Services						
Z1518910	541071	Hanford Communities	35,500	10,000	45,500	Est. assessment increase in 25/26
Z1564100	541301	Remediation Services	-	1,100,093	1,100,093	Opioid settement funds transferred to County per agreement for Columbia Center Valley Center for Recovery
Animal Control						
Z1554300	541020	Animal Control Cont Srvcs	1,480,000	501,207	1,981,207	Est. based on ILA with the Cities of Pasco and Richland for new animal control facility
		Total Non-Deptl		2,289,787		
Z1508900	500000	Ending Fund Balance	13,820,140	(656,300)	13,163,840	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		2,670,737		
BI-PIN OPERATIONS FUND						
106000	341803	Computer Operations	2,241,395	1,058,879	3,300,274	Revenue transfer from BI-PIN Agency Fund for new Peregrine system.
		Net Increase (Decrease) in Revenues		1,058,879		
M4521100	548068	Maintenance Agreements	-	1,058,878	1,058,878	Appropriate expense for new Peregrine system approved by BIPIN Board
		Net Increase (Decrease) in Appropriations		1,058,878		
COMMUNITY DEVELOPMENT FUND						
107000	334035	Dept of Commerce	-	1,384,276	1,384,276	WA Dept. of Commerce Grant to KHA for Bubble on Gum St Housing project.
107130	331001	H.U.D. Block Grant	1,100,000	361,800	1,461,800	HUD award of $79,426 for 2026; $282,374 carryforward for KHA block grant from 2024 award
		Net Increase (Decrease) in Revenues		1,746,076		
M5559300	549072	Kennewick Housing Authority	-	1,666,650	1,666,650	KHA Bubble on Gum St. Housing Project ($282,374 CDBG Block Grant and $1.38 million CHIP)
M5565100	549024	Unallocated Grant Proceeds	798,591	(389,782)	408,809	Reduce line item from unallocated grant proceeds to transfer out to CIP for Vancouver Pump Track
M5597100	500015	Transfer to Capital Imprv Fund	-	431,410	431,410	Transfer additional CDBG funding to CIP for Vancouver Pump Track Project
M5508300	500000	Ending Fund Balance	44,557	37,798	82,355	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		1,746,076		

CITY OF KENNEWICK
Budget Adjustment Ordinance No.

BARS Account		Account Title	Adopted Budget	Proposed Adjustment	Amended Budget	Explanation
LODGING TAX FUND						
		Net Increase (Decrease) in Revenues		-		
R4597100	500015	Transfer to Capital Imprv Fund	1,000,000	600,000	1,600,000	Transfer funds to CIP Fund to pay a portion of the debt service for the Convention Center Expansion.
R4508300	500000	Ending Fund Balance	1,557,295	(600,000)	957,295	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		-		
CAPITAL IMPROVEMENT FUND						
300000	334035	Dept of Commerce	-	840,000	840,000	Funds received for Columbia Park Boat Launch & Audubon Trail Projects.
300000	337005	Pass-thru Rural County S&U Tax	2,211,000	6,789,000	9,000,000	Rural County Capital Funds for Convention Center Expansion Construction and Debt Service
300000	337015	Public Facility District	6,000,000	(6,000,000)	-	Reduce this line item and increase Rural County Capital Funds line item for Convention Center Expansion
300000	385100	Special or Extraordinary Items	-	3,573,157	3,573,157	Funds received from KPFD for City paid expansion expenses, using bond proceeds first prior to City contribution
300000	397009	Transfer fm Lodging Tax Fund	1,000,000	600,000	1,600,000	Anticipated lodging tax funds for Convention Center Expansion Project Debt Service
300000	397023	Transfer fm Community Dev Fund	-	431,410	431,410	Vancouver Park Pump Track CDBG Portion
		Net Increase (Decrease) in Revenues		6,233,567		
Land and Facilities						
K3594210	562052	BCES McrowveRadio & Infra Pol	878,400	(45,821)	832,579	Reduce budget amount based on updated information from BCES
K3594210	562055	Radio Expansion	-	824,204	824,204	COK share of the radio expansion beginning in 2026 as determined by BCES.
K3594220	562051	BCES McrowveRadio & Infra Fire	19,520	(2,529)	16,991	Reduce budget amount based on updated information from BCES
K3594760	562043	CB Boat Launch and Dock	-	727,500	727,500	Appropriate funds for Columbia Park East Boat Launch Project funded by Department of Commerce grant.
K3594760	563140	Jay Perry Park Improvements	-	70,000	70,000	Appropriate funds from the Park Hills land sale surplus (fund balance).
K3594760	562049	Vancouver Prk Pump Track	-	431,410	431,410	Appropriate CDBG portion for this project. Remainder to be covered in savings from other projects.
K3594760	563145	Audubon Trail	-	112,500	112,500	Appropriate funds received from Dept of Commerce Grant for Audubon Trail.
P4575400	541053	Conv Ctr Const/Xfer to PFD	18,488,156	6,111,844	24,600,000	Housekeeping appropriate funds for City's portion of Convention Center Expansion Project and debt service.
P4597100	500014	Transfer to Equip Rental Fund	4,754,505	9,700	4,764,205	Appropriate funds for replacement of sidewalk grinder.
P4597100	500021	Transfer to UAB Fund	6,888,926	309,500	7,198,426	Appropriate match portion not covered by WSDOT grant for CCB Widening project.
P4508500	500000	Ending Fund Balance	20,909,130	(2,314,741)	18,594,389	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		6,233,567		

CITY OF KENNEWICK
Budget Adjustment Ordinance No.

BARS Account		Account Title	Adopted Budget	Proposed Adjustment	Amended Budget	Explanation
URBAN ARTERIAL STREET FUND						
303000	333048	STPBG-CCB Widening	610,144	1,989,500	2,599,644	WSDOT Grant for ROW
303000	333050	National Highway Systems Grant	-	3,300,000	3,300,000	NHS Grant for Columbia Dr & Clearwater Pavement Preservation
303000	333051	Transportation Administration Program Grant	-	640,000	640,000	KID Pathway (Kellogg to Edison) and E Columbia Park Bike Path
303000	397015	Transfer fm Capital Improvment	6,888,926	309,500	7,198,426	Funds from CIP to cover match on CCB Widening ROW work not coverd by WSDOT
		Net Increase (Decrease) in Revenues		6,239,000		
Preliminary Engineering						
P7595110	563188	Columbia Dr & Clearwater Pavement Preservatio	-	3,300,000	3,300,000	Appropriate funds for Columbia Dr & Clearwater Pavement Preservation Project
Roadway						
P7595300	563166	Columbia Center Blvd Widening	3,149,402	2,299,000	5,448,402	Appropriate funds for Columbia Center Blvd Widening 86.5% paid by WSDOT remaining from CIP
Speical Purpose Paths						
P7595620	563189	KID Pathway (Kellogg to Edison)	-	320,000	320,000	Appropriate WSDOT grant funds to begin KID Pathway Project.
P7595620	563190	E Columbia Park Bike Path	-	320,000	320,000	Appropriate WSDOT grant funds to begin Columbia Park Bike Path Project.
P7508500	500000	Ending Fund Balance	-	-	-	
		Net Increase (Decrease) in Appropriations		6,239,000		
MEDICAL SERVICES FUND						
402000	334069	FIIRE Grant Program L&I	-	15,940	15,940	Grant award for purchase of a mechanical CPR device
		Net Increase (Decrease) in Revenues		15,940		
Medical Services Ambulance						
XXXXXXX	XXXXXX	Utility Billing System	-	69,813	69,813	Appropriate funds for a new utility billing system
F2522700	535001	Small Tools and Minor Equip	66,952	(7,883)	59,069	Reallocate funds to match FIIRE Grant funding for mechanical Lucas CPR device purchase
F2522700	541126	Microwave	-	1,551	1,551	New microwave charge from BCES
F2594220	564003	Machinery & Equipment	-	$ 23,824	$ 23,824	Lucas 3 Mechanical Chest Compression Device; paid by L&I Fire Grant and COK match
F2508800	500000	Ending Working Capital	8,046,944	(71,365)	7,975,579	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		15,940		
STORMWATER FUND						
		Net Increase (Decrease) in Revenues		-		
XXXXXX	XXXXXX	Utility Billing System	-	30,543	30,543	Appropriate funds for new utility billing system
S1508800	500000	Ending Working Capital	1,278,824	(30,543)	1,248,281	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		-		

CITY OF KENNEWICK
Budget Adjustment Ordinance No.

BARS Account		Account Title	Adopted Budget	Proposed Adjustment	Amended Budget	Explanation
WATER/SEWER FUND						
410000	374010	Department of Commerce	-	600,000	600,000	DOC grant for Zone 2 Trasmission Main Project
410000	391811	PWB Loans	-	3,400,000	3,400,000	Loan proceeds from Public Works Board through DOC for Zone 2 Transmission Main Project
410205	391806	WWTP State Rev Loan Phase II	21,297,410	4,358,097	25,655,507	Recoginze additional loan proceeds from Department of Ecology for WWTP Phase II Project
		Net Increase (Decrease) in Revenues		8,358,097	25,755,507	
Water						
XXXXXXX	XXXX	Utility Billing System	-	174,532	174,532	Appropriate funds for new utility billing system
Sewer						
XXXXXXX	XXXX	Utility Billing System	-	161,442	161,442	Appropriate funds for new utility billing system
W1597100	500014	Transfer to Equip Rental Fund	-	37,000	37,000	Transfer to Equipment Rental for new Ford Maverick truck
W3594350	565051	WWTP Upgrade Phase II	23,327,772	4,358,097	27,685,869	Appropriate additional funds for WWTP Ph II Project
XXXXXX	545003	Equipment Pool Charges	1,643,695	212,492	1,856,187	Build reserves for vehicle replacement for F450 Dump Truck, Vac-Con Suction Cleaner, and Camera Van
W1508800	500000	Ending Working Capital	24,273,414	3,414,534	27,687,948	
		Net Increase (Decrease) in Appropriations		8,358,097		
EQUIPMENT RENTAL FUND						
501000	348005	Water & Sewer	1,643,695	212,492	1,856,187	Charge to Water/Sewer for F450 Dump Truck, Vac-Con Suction Cleaner, and Camera Van
501000	397011	Transfer fm Water/Sewer Fund	-	37,000	37,000	Transfer in from Water/Sewer Fund for Ford Maverick truck
501000	397015	Transfer fm Capital Improvment	4,754,505	9,700	4,764,205	Transfer in from CIP to replace sidewalk grinder
		Net Increase (Decrease) in Revenues		259,192		
M7594180	564003	Machinery & Equipment	380,413	9,700	390,113	Appropriate funds to replace sidewalk grinder
M7594180	564008	Transportation Equipment	11,427,427	37,000	11,464,427	Appropriate funds to purchase a Ford Maverick truck for Wastewater
M7508800	500000	Ending Working Capital	5,400,582	212,492	5,613,074	Impact on ending fund balance
		Net Increase (Decrease) in Appropriations		259,192		

Council Agenda Coversheet	Item Number:	6.b.	Date:	11/18/2025	Category: Public Mtg / Hrg Ordinance
	Item Type:	Ordinance			
	Subject:	Ordinance: 2026 Property Tax Levy			
	Department:	Finance			
	Ordinance #:				

Recommendation

Staff recommends that Council hold a public hearing, take testimony on the property tax levy for 2026, and adopt the 2026 property tax levy under the ordinance as presented.

Motion for Consideration

Motion to adopt the ordinance as presented.

Summary

The attached ordinance establishes the City's annual property tax levy for 2026. The proposed 2026 levy ordinance results in a 1% increase from the previous year which represents an increase of $158,002. This increase is exclusive of additional revenue resulting from new construction, state assessed property, and refunds made. Based on preliminary assessed valuation (AV) information provided by the Benton County Assessor on November 3, 2025, the proposed 2026 levy including new construction, state assessed and refunds is $16,543,731, which would be an increase of $743,559 from the prior year's levy.

Of this total estimated increase, $361,876 is attributable to new construction value added to the City's tax rolls for the year, $145,189 is attributable to state assessed value, and $78,492 is attributable to one-time administrative refunds that the City is allowed to add to the 2026 levy for taxes that became uncollectible due to exemptions or cancellations that were approved after the 2025 levy was finalized. The remaining increase of $158,002 is attributable to a 1% increase from the prior year's (base) levy as authorized under state law.

Based on estimated information provided by the County Assessor's Office on November 3, 2025, the City's assessed value increased approximately $551 million for the year to $12.7 billion. This increase includes $277 million in new construction value. Based on the proposed 2026 levy and current estimated AV, the proposed levy rate for 2026 would be $1.31 per $1,000 of AV.

For the owner of a $400,000 home in Kennewick, assuming the home experienced the average 4.55% increase in AV for the year and applying the estimated levy rate of $1.31 for 2026, the amount of property tax paid to the City would increase by $24.56 in 2026, or approximately $2.05 per month.

The levy request amount and certification form are due to the County on November 30th. However, the final assessed valuations will not be determined until the end of this year. To ensure we capture all potential revenue from new construction and state assessed valuations, the County has advised us to estimate on the higher side. Therefore, we plan to include a safeguard of $127,000 on our levy certification form in addition to the current estimated levy amount of $16,543,731. This amount is a precautionary measure to account for any potential discrepancies and ensure the City does not miss out on any revenue from new construction and state assessed valuations.

Alternatives

No alternatives are recommended. Council could adopt the property tax levy ordinance without a 1% change to the base levy allowed under state law and initially approved by voters under Initiative 747.

Fiscal Impact

The 2026 property tax levy is estimated to generate a total of $16,543,731. Of this amount, $67,000 would be allocated to the City's Fire Pension Fund and an estimated $778,000 would be allocated to the Capital Improvement Fund and be used for a portion of the debt service for the bonds issued as part of the City's Local Revitalization Financing (LRF) program in Southridge as required by state law. The remaining $15,698,731 would be allocated to the City's General And Street Funds.

Attachments:

1. Ordinance
2. Presentation

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE PROVIDING FOR A PROPERTY TAX LEVY IN THE CITY OF KENNEWICK FOR THE YEAR 2026 IN ACCORD WITH STATE LAW

WHEREAS, on November 18, 2025 the City Council was provided a mid-biennium budget review and adjustment with updated information on the financial resources available in the 2025/2026 biennial budget; and

WHEREAS, the City Council and City Manager have considered the City's anticipated financial requirements for the remaining fiscal biennium and the ensuing year; and

WHEREAS, notice of a hearing on the proposed property tax levy was published and a public hearing was held at a regular meeting of the Kennewick City Council on the 18th day of November, 2025; and

WHEREAS, the City's actual general operating levy amount from the previous year, excluding the amount to be refunded under RCW 84.55.070, was $15,800,172; and

WHEREAS, the population of the City is more than 10,000; NOW, THEREFORE,

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

Section 1. To defray the expenses and liabilities of the City of Kennewick an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2026 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be $158,002 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, increment value, any annexations that have occurred and refunds made.

Section 2. The Treasurer shall certify this Ordinance to the Benton County Commissioners as required by RCW 84.52.020.

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

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18th day of November 2025.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____

ORDINANCE EFFECTIVE DATE: _____

2026 Property Tax Levy

Kennewick City Council Meeting

November 18, 2025

Property Tax Distribution

School District - 38¢

State School - 28¢

City - 17¢

County – 10¢

Other – 7¢

2025 Total Property Tax Levy – $7.91 per $1,000 AV

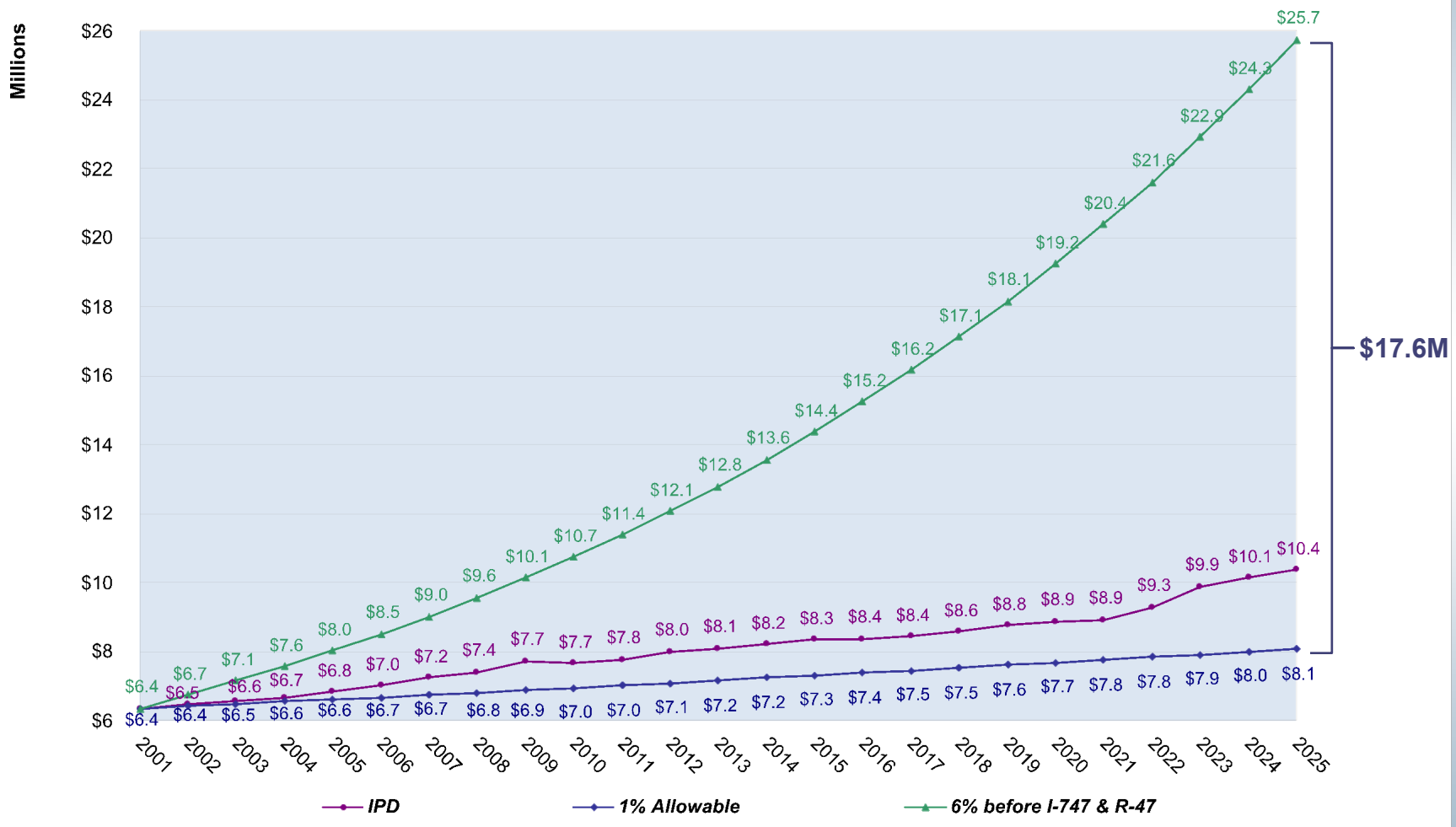
Tri-City 2025 Levy Rate Comparison

	Kennewick	Pasco	Richland
Regular Levy	$1.3047	$1.1392	$1.7582
Voted G.O. Bonds	0.0000		0.1382
Library District	0.2380		0.0000
Total Rate Per $1,000	$1.5427	$1.1392	$1.8964

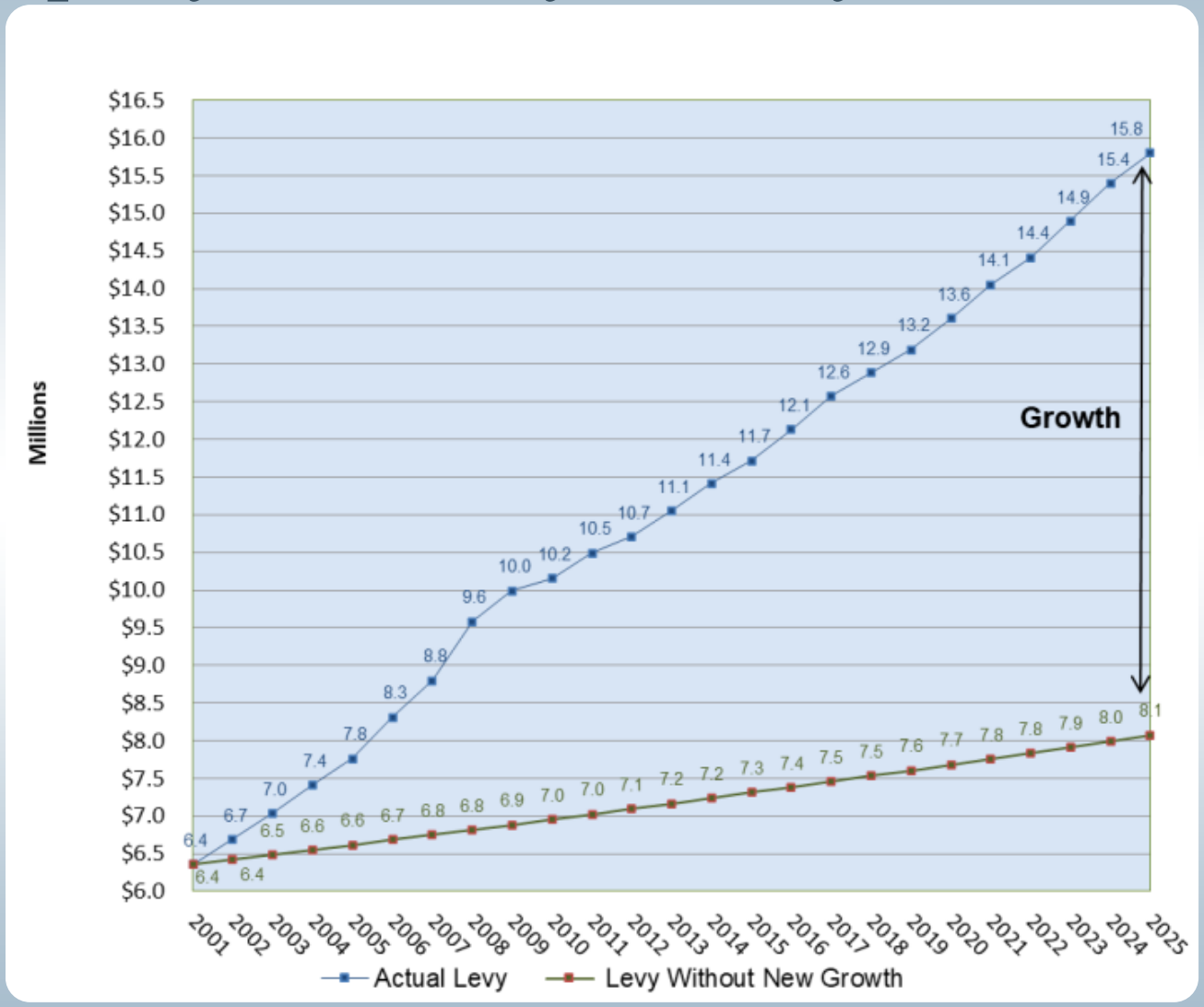
Property Tax Overview

- Statutory Maximum Levy Rate is $3.325 for Kennewick ($3.825 less $.50 library district) without voter approval
- Prior to November, 1997 the base limit factor was 106%
- Referendum 47 (1997) reduced limit to Implicit Price Deflator (IPD) but allowed for up to a 6% increase if approved by a super-majority vote of the Council
- I-747 (2001) reduced the amount the base property tax levy can be increased annually to the lesser of IPD or 1%
  - Revenue derived from New Construction & Annexations are above limit
  - I-747 declared unconstitutional in 2007, but was then added to state law

Reduced Levy Capacity



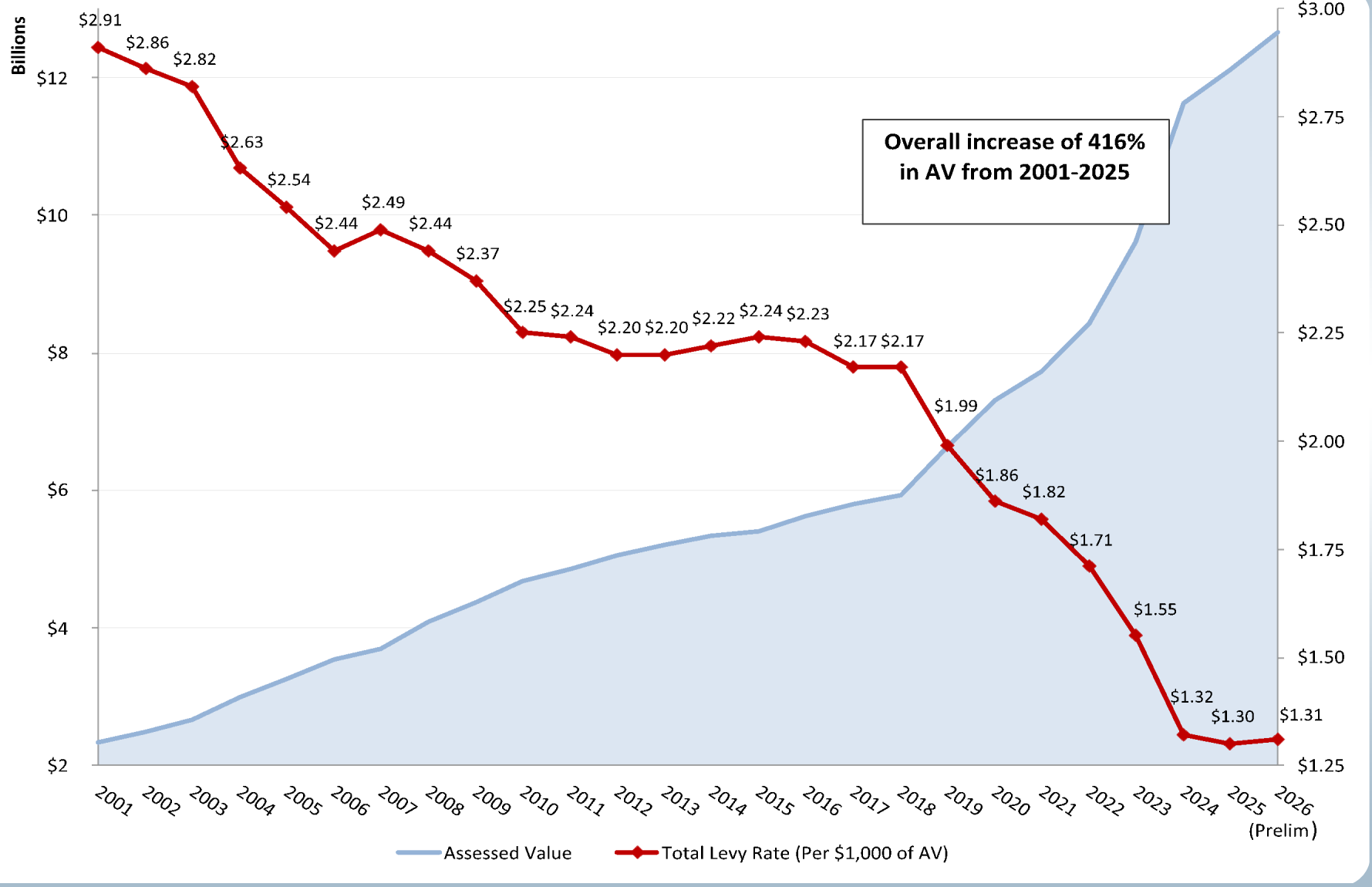
Property Tax Levy History 2001-2025



Property Tax Levy Rate Formula

(Total Levy ÷ AV) x $1,000 = Rate per $1,000 AV

AV & Levy Rate 2001-2025



2026 Property Tax Levy Proposal

- **Property Tax Levy** – Overall increase of $743k to $16,543,731
  - New Construction/Annexation ($277M in AV) - $362K
  - State Assessed Value ($111M in AV Increased Utility Values) - $145K
  - One-Time Administrative Refunds - $78K
  - Change to Base Levy Under State Law - $158K (1%)
    - July 2025 IPD = 2.44%
- **Assessed Valuation** – Increased by $551M (Total of $12.7B)
  - $277M from new construction
    - $111M (40% of total) in Southridge LRA (75% to LRF program)
- **Property Tax Levy Rate** – $1.31 (per $1,000 AV)
  - Increase of $24.56 ($2.05/mo.) for a home valued at $400,000
    - Assumes AV of home increases by ave. change in AV for 2025 (4.55%)
    - Assumes levy rate increase from $1.30 to $1.31 per $1,000 of AV

Questions?

Council Agenda Coversheet				Category: Public Mtg / Hrg Ordinance
	Item Number:	6.c.	**Date:** 11/18/2025	
	Item Type:	Public Hearing		
	Subject:	Ordinance: Annexation: AZ-2025-0001, Strizhak Haven Ranch LLC (5215 S Washington Street)		
	Department:	Community Planning		
	Ordinance #:		**Permit #:** AZ-2025-0001	

Recommendation

Staff recommends that City Council adopt the annexation ordinance as presented.

Motion for Consideration

Motion to adopt the ordinance as presented.

Summary

The annexation area consists of a single, 30.67 acre parcel located at 5215 S Washington Street. The entire parcel is located within the Urban Growth Area. Access to the site is by private drive at the southern end of S Washington Street. A recently completed Boundary Line Adjustment excludes the existing home and accessory structure from the annexation area, as it is now part of the adjacent property to the south. The property has been pre-zoned Residential, Low Density via Resolution 77-42.

On June 3, 2025, City Council conducted a public meeting and accepted a Notice of Intent to Petition for Annexation that was initiated through a 10% Petition by Knutzen Engineering, on behalf of the property owner, Strizhaks Haven Ranch LLC. The applicant submitted the signed 60% petition to staff on August 25, 2025. A Determination of Sufficiency was issued by the Benton County Assessor on August 27, 2025.

The vast majority of the site is dedicated to an established orchard. A single-family dwelling with a detached accessory structure that was once part of the property now belongs to the parcel to the south. It is the applicant's intent to eventually develop the property into low-density, single-family housing. The City has not reviewed preliminary drawings for the planned subdivision.

Public notice of the annexation was posted on site on October 30, 2025, and published in the Tri-City Herald on November 6, 2025. To date, no public comment has been received either for or against the proposed annexation.

Alternatives

None recommended.

Fiscal Impact

None.

Attachments:

1. Ordinance
2. Presentation
3. Staff Report
4. Annexation Map
5. Vicinity Map
6. 60% Petition
7. Determination of Sufficiency

CITY OF KENNEWICK
ORDINANCE NO. 25- _____

AN ORDINANCE PROVIDING FOR THE ANNEXATION OF CERTAIN TERRITORY LOCATED AT 5215 S WASHINGTON STREET AND PROVIDING FOR ZONING CLASSIFICATION THEREOF OF RESIDENTIAL, LOW DENSITY (RL) (AZ 2025-0001, Knutzen Engineering (Owner: Strizhaks Haven Ranch, LLC))

WHEREAS, the hereinafter described tract of land located at 5215 S. Washington Street to be annexed to the City of Kennewick is not now incorporated and is contiguous to the City of Kennewick and situated in Benton County, Washington; and

WHEREAS, a good and sufficient petition has been filed for the annexation of this territory which complies with the requirements of law; and

WHEREAS, in connection with the aforesaid real property, notice of a desire for annexation was heretofore given by property owners holding more than ten percent (10%) in value of the assessed valuation of said real property, and pursuant to RCW 35A.14.120, the City Council has determined that it would require the assumption of indebtedness of the City of Kennewick contracted prior to or existing at the time of annexation; and

WHEREAS, notice of the time and place for hearing said petition was given by posting and publication as required by law and shown by the Affidavit of Posting and Affidavit of Publication now on file with the City Clerk; and

WHEREAS, the matter was duly considered by the City Council of the City of Kennewick at said hearing, and it was finally determined by said Council that annexation will be made with the assumption of indebtedness of the City of Kennewick contracted prior to or existing at the time of annexation; and

WHEREAS, it appears to the City Council that it would be beneficial to the residents of such non-incorporated area and to the residents of the City of Kennewick to annex the same; NOW, THEREFORE,

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

Section 1. Annexation of Real Property. That the real property described as follows:

Parcel 1-1980-200-0011-000:

That parcel of land being a portion of that parcel of land described in Correction Quit Claim deed to WittkopfFarms, LLC as recorded under Auditor's File Number 2014- 016837, records of Benton County, Washington,

located in a portion of the Southwest and Southeast Quarters of the Northwest Quarter of Section 19, Township 8 North, Range 30 East, Willamette Meridian, Benton County, Washington, described as follows;

Beginning at the Southwest Corner of said Northwest Quarter of Section 19;

Thence North 00°38'30" West along the West line of said Northwest Quarter, 1039.44 feet to the Southwest corner of Lot 1, Block 1 of"Overlook Heights No. 2" according to the plat thereofrecorded under Volume 12 of Plats at Page 49, records of Benton County, Washington;

Thence North 89°21'30" East along the South line of said Lot 1, 130.00 feet to the Southeast corner thereof;

Thence South 00°38"30' East, parallel with and 130.00 feet from when measured at right angles to the West line of said Northwest Quarter, 20.00 feet to the TRUE POINT OF BEGINNING;

Thence North 89°21'30" East, 60.00 feet;

Thence South 00°38'30" East parallel with and 190.00 feet from when measured at right angles to the West line of said Northwest Quarter, 534.81 feet;

Thence North 88°35'38" East, 155.14 feet;

Thence North 64°34'39" East, 245.90 feet;

Thence North 53°10'18" East, 132.51 feet;

Thence North 52°15'1 l" East, 183.55 feet;

Thence North 49°02'41" East, 247.28 feet;

Thence North 88°54'02" East, 819.13 feet to a point 20.00 from when measured at right angles to the East line of the West half of the Southeast Quarter of the Northwest Quarter of said Section 19;

Thence South 00°41'52" East, parallel with and 20.00 feet from when measure at right angles to the East line of said West half, 931.94 feet to the South line of said Northwest Quarter;

Thence South 88°56'28" West along the South line of said Northwest Quarter, 1046.04 feet;

Thence North 01°05'16" West, 81.13 feet;

Thence South 88°45'05" West, 178.25 feet;

Thence South 31°17'26" West, 43.35 feet;

Thence South 01°42'27" East, 43.92 feet to the South line of said Northwest Quarter;

Thence South 88°56'28" West along the South line of said Northwest Quarter, 453.31 feet;

Thence North 00°38'30" West, parallel with and 130.00 feet from when measured at right angles to the West line of said Northwest Quarter, 1018.49 feet to the TRUE POINT OF BEGINNING;

Containing 30.67 acres more or less.

be and the same hereby is annexed to the City of Kennewick, and is hereby declared to be within the corporate limits of the City of Kennewick. Said property is located within Benton County, Washington.

Section 2. Zoning Classification. That the zoning classification shall be Residential, Low Density (RL).

Section 3. Property to be Part of City. That said territory thus annexed to the City of Kennewick from and after the effective date of this ordinance shall be part of the City of Kennewick.

Section 4. Assumption of Prior Indebtedness. The property within the annexed territory above-described shall be taxed or assessed to pay indebtedness of the City of Kennewick contracted prior to or existing at the time of such annexation. The annexed property shall not be released from taxes or assessments levied against it or from liability for payment of outstanding bonds or warrants issued prior to such annexation.

Section 5. Copy of Annexation to be Filed and Recorded. That a copy of this annexation shall be filed with the Board of County Commissioners of Benton County, Washington, in the manner required by law and also recorded in the Records of Benton County, Washington.

Section 6. Effective Date. This ordinance shall take full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18th day of November, 2025.

Attest: GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____
ORDINANCE EFFECTIVE DATE: _____

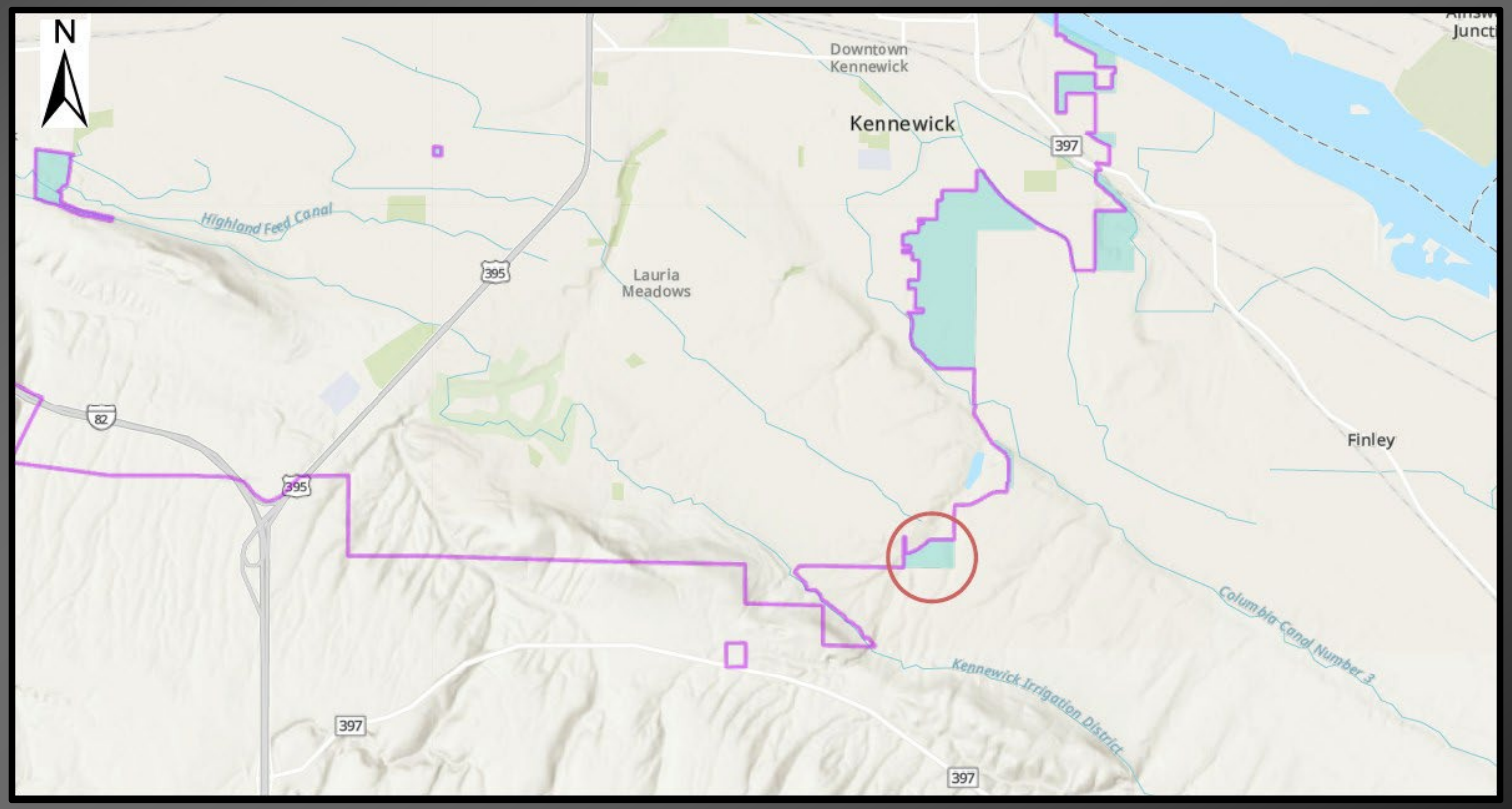
Annexation 2025-0001

City Council Public Hearing

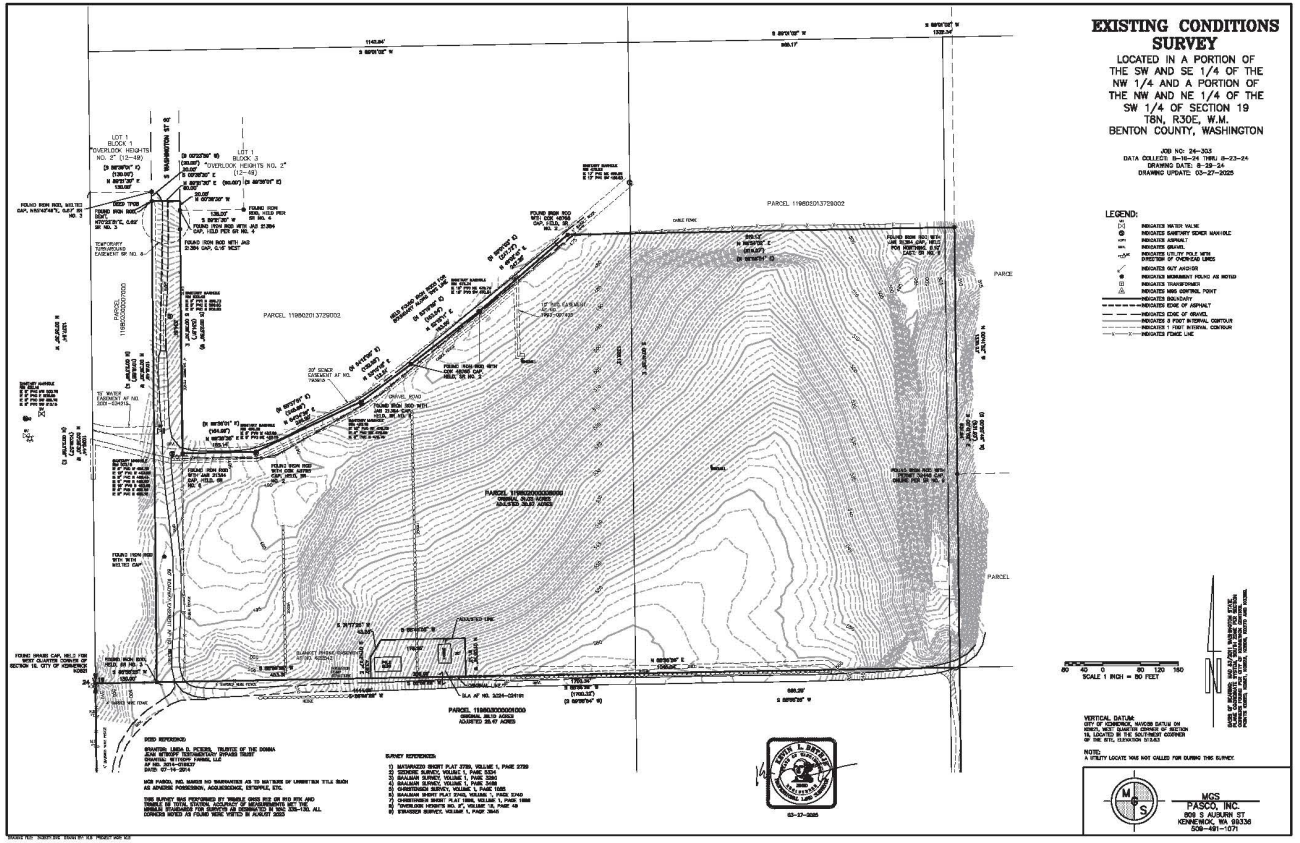
Background Information

- Petitioner: Knutzen Engineering
- Location: 5215 S Washington Street
- Size: 30.67 acres; 1 parcel
- Existing Land Use: Orchard
- Comp Plan: Low Density Residential (LDR), pre-zoned RL via Resolution 77-42

Vicinity Map



Area Contained in Petition



Key Dates

- 3 June 2025– Council Accepts 10% Petition
- 25 Aug 2025– 60% Petition Received, Determination of Sufficiency Req.
- 27 Aug 2025– Determination of Sufficiency Issued
- 8 Sept 2025– 60 Day Notice Letters Mailed
- 30 Oct 2025– Notice of Public Hearing Posted
- 6 Nov 2025– Notice of Public Hearing Published

Recommendation

Staff recommends City Council adopt the ordinance approving the annexation.

Questions?

Exhibit 1

Community Planning Department
210 West 6th Avenue
Kennewick, WA 99336
Phone: (509) 585-4561

ANNEXATION, AZ-2025-0001
STAFF REPORT

Report Date:	6 November 2025
Hearing Date & Location:	18 November 2025, Council Chambers
Report Prepared By:	Matt Halitsky, AICP Senior Planner
Report Reviewed By:	Steve Donovan, AICP Planning Manager
Summary Recommendation:	Planning Staff Recommends AZ-2025-0001 be **APPROVED**
Summary of Proposal:	Annex one, 30.67 acre parcel
Proposal Location:	Located at 5215 S Washington Street
Legal Description(s):	Parcel 1-1980-200-0011-000 THAT PARCEL OF LAND BEING A PORTION OF THAT PARCEL OF LAND DESCRIBED IN CORRECTION QUIT CLAIM DEED TO WITTKOPF FARMS, LLC AS RECORDED UNDER AUDITOR'S FILE NUMBER 2014-016837, RECORDS OF BENTON COUNTY, WASHINGTON, LOCATED IN A PORTION OF THE SOUTHWEST AND SOUTHEAST QUARTERS OF THE NORTHWEST QUARTER OF SECTION19, TOWNSHIP 8 NORTH, RANGE 30 EAST, WILLAMETTE MERIDIAN, BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS; BEGINNING AT THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF SECTION 19; THENCE NORTH 00 DEGREES 38'30" WEST ALONG THE WEST LINE OF SAID NORTHWEST QUARTER, 1039.44 FEET TO THE SOUTHWEST CORNER OF LOT 1, BLOCK 1 OF "OVERLOOK HEIGHTS NO. 2" ACCORDING TO THE PLAT THEREOF RECORDED UNDER VOLUME 12 OF PLATS AT PAGE 49, RECORDS OF BENTON COUNTY, WASHINGTON; THENCE NORTH 89 DEGREES 21'30" EAST ALONG THE SOUTH LINE OF SAID LOT 1, 130.00 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE SOUTH 00 DEGREES 38"30' EAST, PARALLEL WITH AND 130.00 FEET FROM WHEN MEASURED AT RIGHT ANGLES TO THE WEST LINE OF SAID NORTHWEST QUARTER, 20.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 21'30" EAST, 60.00 FEET; THENCE SOUTH 00 DEGREES 38'30" EAST PARALLEL WITH AND 190.00 FEET FROM WHEN MEASURED AT RIGHT ANGLES TO THE WEST LINE OF SAID NORTHWEST QUARTER, 534.81 FEET; THENCE NORTH 88 DEGREES 35'38" EAST, 155.14 FEET; THENCE NORTH 64 DEGREES 34'39" EAST, 245.90 FEET; THENCE NORTH 53 DEGREES 10'18" EAST, 132.51

FEET; THENCE NORTH 52 DEGREES 15'11" EAST, 183.55 FEET; THENCE NORTH 49 DEGREES 02'41" EAST, 247.28 FEET; THENCE NORTH 88 DEGREES 54'02" EAST, 819.13 FEET TO A POINT 20.00 FROM WHEN MEASURED AT RIGHT ANGLES TO THE EAST LINE OF THE WEST HALF OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 19; THENCE SOUTH 00 DEGREES 41'52" EAST, PARALLEL WITH AND 20.00 FEET FROM WHEN MEASURE AT RIGHT ANGLES TO THE EAST LINE OF SAID WEST HALF, 931.94 FEET TO THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE SOUTH 88 DEGREES 56'28" WEST ALONG THE SOUTH LINE OF SAID NORTHWEST QUARTER, 1046.04 FEET; THENCE NORTH 01 DEGREES 05'16" WEST, 81.13 FEET; THENCE SOUTH 88 DEGREES 45'05" WEST, 178.25 FEET; THENCE SOUTH 31 DEGREES 17'26" WEST, 43.35 FEET; THENCE SOUTH 01 DEGREES 42'27" EAST, 43.92 FEET TO THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE SOUTH 88 DEGREES 56'28" WEST ALONG THE SOUTH LINE OF SAID NORTHWEST QUARTER, 453.31 FEET; THENCE NORTH 00 DEGREES 38'30" WEST, PARALLEL WITH AND 130.00 FEET FROM WHEN MEASURED AT RIGHT ANGLES TO THE WEST LINE OF SAID NORTHWEST QUARTER, 1018.49 FEET TO THE TRUE POINT OF BEGINNING; CONTAINING 30.67 ACRES MORE OR LESS. TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS AND RESTRICTIONS APPARENT OR OF RECORD. PER SURVEY 6078. (BOUNDARY LINE ADJUSTMENT AF#2025-003015, 02/12/2025).

Property Owner(s): Strizhaks Haven Ranch LLC

Exhibits
Exhibit 1 – Staff Report
Exhibit 2 – Petition for Annexation
Exhibit 3 – Annexation Area Map
Exhibit 4 – Determination of Sufficiency
Exhibit 5 – Ordinance

Background and Overview
The annexation area consists of a single parcel located at 5215 S Washington Street. The entire parcel is located within the Urban Growth Area. Access to the site is by private drive at the southern terminus of S Washington Street. A recently completed Boundary Line Adjustment excludes the existing home and accessory structure from the annexation area, as it is now part of the adjacent property to the south. Land to the north and west of the subject property is within the Kennewick municipal boundary and zoned Residential, Low Density (RL). Land to the east and south is located within unincorporated Benton County, and outside of the UGA.

The vast majority of the site is dedicated to an established orchard. A single-family dwelling with a detached accessory structure that was once part of the property now belongs to the parcel to the south. Areas of severe slopes are located throughout the property, however these can be addressed during development review. No other critical areas are mapped on site.

It is the applicant's intent to eventually develop the property into low-density, single-family housing. Access to the new subdivision will be from an extension of S Washington Street, as well as the planned Sunny Meadows subdivision to the north. The City has not reviewed preliminary drawings for the planned subdivision.

Exhibit 1

On 3 June 2025, City Council conducted a public meeting and accepted a Notice of Intent to Petition for Annexation that was initiated through a 10% Petition by Knutzen Engineering, on behalf of the property owner, Strizhaks Haven Ranch LLC. The applicant submitted the 60% petition to staff on 25 August 2025. A Determination of Sufficiency was issued by the Benton County Assessor on 27 August 2025. The assessed valuation of $398,630 accounts for 100% of the assessed valuation.

Urban Growth

The annexation area lies within Kennewick's Urban Growth Area (UGA). The Growth Management Act established UGAs with the intent that future growth within cities be directed to areas where urban services are available or easily extended. UGAs are typically established adjacent to existing urban development. The area was given a Comprehensive Plan Land Use Designation of Low Density Residential and pre-zoned Residential, Low Density (RL) via Resolution 77-42.

Zoning

The proposed zoning for this area is Residential, Low Density (RL), consistent with the established land use designation and pre-zone. The RL Zone is a single-family residential zone with a minimum lot size of 5,500 square feet. The zone currently allows for a primary single-family dwelling, up to two accessory dwelling units, up to six middle housing units if two of those units are considered affordable housing, or any combination thereof up to six units on each lot.

Infrastructure

Municipal water and sewer are currently available in S Washington Street. In addition, a municipal sewer line flanks the north property line. It is anticipated that S Washington Street will be extended further south to provide adequate access to the property. Water and sewer will also be extended at that time servicing the new development.

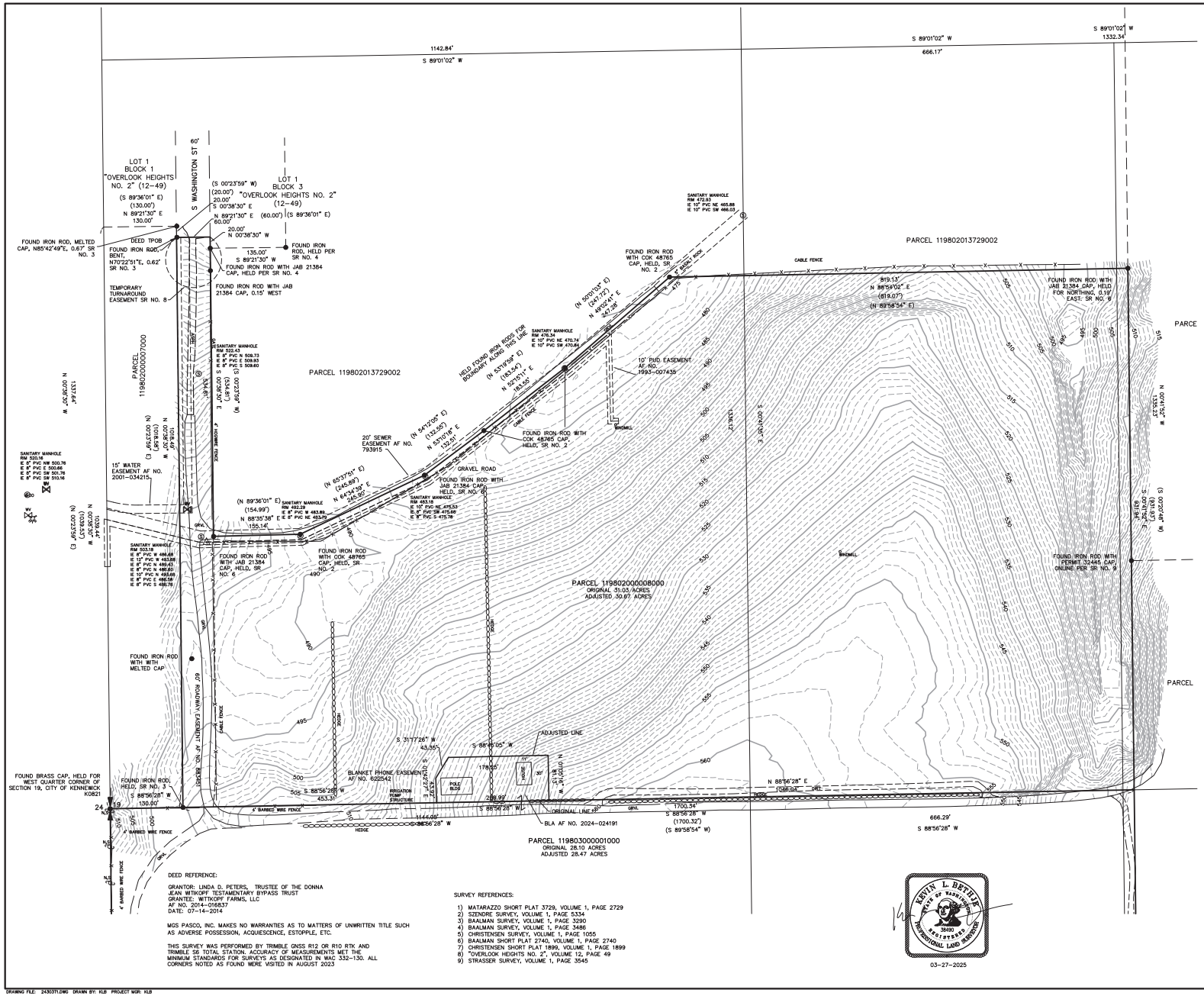
Findings

1. The annexation area lies entirely within the Urban Growth Area.
2. Upon annexation, the property owners within the annexation area will require assumption of existing City indebtedness.
3. The zoning for the annexation area will be Residential, Low Density (RL).
4. Municipal water and sewer are available in S Washington Street. The property is currently connected to city services.
5. Access to the site is via S Washington Street. Future development will require additional access to the site.
6. The entire annexation area is 30.67 acres.
7. Benton County #1 is currently the first responder to this area for fire and emergency medical services, while the Kennewick Fire Department provides backup. Should the area be annexed, Kennewick Fire Department will be the first responder and Benton County #1 will provide backup.
8. The Benton County Sheriff Department is currently the first responder to this area and the Kennewick Police Department currently provides backup. Should the area be annexed, the Kennewick Police Department will be the first responder with the Benton County Sheriff providing backup.
9. City Council accepted the Notice of Intent to Petition for Annexation on 3 June 2025.
10. The 60% petition was received on 25 August 2025 from Knutzen Engineering.
11. A request for a Determination of Sufficiency was emailed to the Benton County Assessor on 25 August 2025. The Determination of Sufficiency was issued 27 August 2025.
12. Notice of the public hearing for this annexation was posted on 30 October 2025 in two locations on-site as required by RCW 35A.14.130. A third location accessible to the public was not available.

13. Notice of the public hearing for this annexation was published in the Tri-City Herald on 6 November 2025 as required by RCW 35A.14.130.
14. Notices were mailed to the Benton County Treasurer, Benton County Assessor, Benton County Fire District #1 and appropriate utilities on 8 September 2025 as required by RCW 35A.14.801.

Recommendation

Staff recommends City Council approve the proposed annexation by adopting the annexation ordinance.



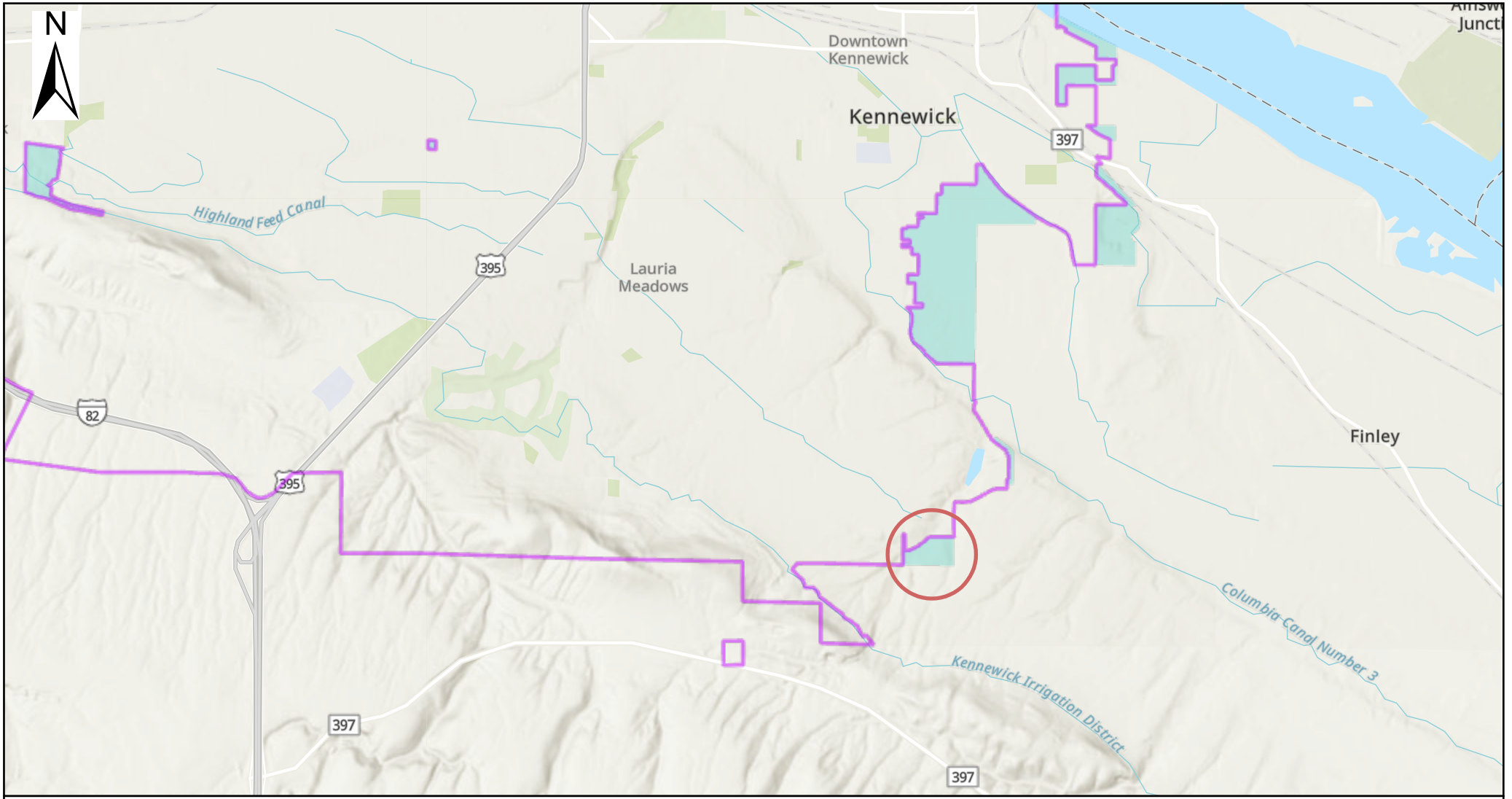
EXISTING CONDITIONS SURVEY

LOCATED IN A PORTION OF THE SW AND SE 1/4 OF THE NW 1/4 AND A PORTION OF THE NW AND NE 1/4 OF THE SW 1/4 OF SECTION 19 T8N, R30E, W.M. BENTON COUNTY, WASHINGTON

JOB NO: 24-303
DATA COLLECT: 8-16-24 THRU 8-23-24
DRAWING DATE: 8-29-24
DRAWING UPDATE: 03-27-2025

MGS
PASCO, INC.
809 S AUBURN ST
KENNEWICK, WA 99336
509-491-1071

Vicinity Map



The City of Kennewick authorizes the user access, for non-commercial use only, to the information that has been made available by the City pursuant to any and all restrictions, limitations, and prohibitions imposed by Federal and State Public Information laws. Nothing contained herein shall be construed as conferring by implication or otherwise any license or right under any patent or trademark of the City or any third party. It is the users own responsibility to know what those restrictions, limitations, and prohibitions are and how they apply to their purpose and use of the information provided and agree to abide by the impacts imposed. The user accepts this information provided by the City with the understanding that it is not guaranteed to be accurate, correct, or complete. Conclusions drawn from this information are the responsibility of the user. Every effort has been made to ensure the accuracy, correctness, and timeliness of the materials presented.

CityLimits

CityName

- Kennewick
- UrbanGrowthBoundary

1 inch equals 6,739 feet

0 1,500 3,000 6,000 ft

0 2000 4000 8000 ft

11/10/2025

Community Planning Department
210 West 6th Avenue
Kennewick, WA 99336
Phone: (509) 585-4280
cedinfo@ci.kennewick.wa.us

PETITION FOR ANNEXATION

We the undersigned, being the owners of real property within the area described which lies outside the corporate limits of the City of Kennewick, Washington, but is contiguous thereto, having an assessed value in excess of 60 percent (50 percent for "islands") of the total value of the said described area according to the assessed valuation for general taxation purposes, do hereby petition the City Council of Kennewick for annexation of said described area to the City of Kennewick, Washington in accordance with RCW 35A. 14.120. The proposed area for annexation is described on Exhibit "A" attached here to and depicted on Exhibit "B" further attached hereto.

We further provide that the property within the territory to be annexed shall be subject to the conditions indicated by the Minute entry as follows:
Mr. Lee moved to accept the petition for annexation (AZ 21-01) with the proposed boundary; designate zoning for the area consistent with land use plan; and require the assumption of existing indebtedness. The motion was seconded by Mr. Torelli and carried 7 to 0.

It is acknowledged that this petition may consist of a group of pages filed independently containing identical text material and it is intended by the signers of this petition that they be presented and considered as on petition.

Owner Signature	Printed Owner Name	Street Address / Tax Parcel Number	Assessed Valuation	Date Signed
	Petr Strizhak for Strizhak Haven Ranch, LLC	5215 S Washington Street 119802000011000	$398,630	08/22/25
	Petr Strizhak for Strizhak Haven Ranch, LLC	5215 S Washington Street 119802000011000	$398,630	08/22/25
	Petr Strizhak for Strizhak Haven Ranch, LLC	5215 S Washington Street 119802000011000	$398,630	08/22/25
	Petr Strizhak for Strizhak Haven Ranch, LLC	5215 S Washington Street 119802000011000	$398,630	08/22/25
	Petr Strizhak for Strizhak Haven Ranch, LLC	5215 S Washington Street 119802000011000	$398,630	08/22/25
	Petr Strizhak for Strizhak Haven Ranch, LLC	5215 S Washington Street 119802000011000	$398,630	08/22/25

FOR PROPERTY OWNED BY BUSINESSES, CORPORATIONS OR TRUSTS: RCW 35A.01.040(9)(d) requires that any petition signed by an officer of a corporation **must have attached to the petition a certified excerpt from the bylaws of such corporation showing they have authority to sign on behalf of the business, corporation or trust.**

MGS
PASCO, INC.

809 S Auburn St. Kennewick, Washington 99336
(509) 491-1071

8-26-24

KEVIN L. BETHJE
STATE OF WASHINGTON
38490
REGISTERED
PROFESSIONAL LAND SURVEYOR

August 26, 2024

Adjusted 8000

That parcel of land being a portion of that parcel of land described in Correction Quit Claim deed to Wittkopf Farms, LLC as recorded under Auditor's File Number 2014-016837, records of Benton County, Washington, located in a portion of the Southwest and Southeast Quarters of the Northwest Quarter of Section 19, Township 8 North, Range 30 East, Willamette Meridian, Benton County, Washington, described as follows;

Beginning at the Southwest Corner of said Northwest Quarter of Section 19;

Thence North 00°38'30" West along the West line of said Northwest Quarter, 1039.44 feet to the Southwest corner of Lot 1, Block 1 of "Overlook Heights No. 2" according to the plat thereof recorded under Volume 12 of Plats at Page 49, records of Benton County, Washington;

Thence North 89°21'30" East along the South line of said Lot 1, 130.00 feet to the Southeast corner thereof;

Thence South 00°38"30' East, parallel with and 130.00 feet from when measured at right angles to the West line of said Northwest Quarter, 20.00 feet to the TRUE POINT OF BEGINNING;

Thence North 89°21'30" East, 60.00 feet;

Thence South 00°38'30" East parallel with and 190.00 feet from when measured at right angles to the West line of said Northwest Quarter, 534.81 feet;

Thence North 88°35'38" East, 155.14 feet;

- Thence North 64°34'39" East, 245.90 feet;
- Thence North 53°10'18" East, 132.51 feet;
- Thence North 52°15'11" East, 183.55 feet;
- Thence North 49°02'41" East, 247.28 feet;
- Thence North 88°54'02" East, 819.13 feet to a point 20.00 from when measured at right angles to the East line of the West half of the Southeast Quarter of the Northwest Quarter of said Section 19;
- Thence South 00°41'52" East, parallel with and 20.00 feet from when measure at right angles to the East line of said West half, 931.94 feet to the South line of said Northwest Quarter;
- Thence South 88°56'28" West along the South line of said Northwest Quarter, 1046.04 feet;
- Thence North 01°05'16" West, 81.13 feet;
- Thence South 88°45'05" West, 178.25 feet;
- Thence South 31°17'26" West, 43.35 feet;
- Thence South 01°42'27" East, 43.92 feet to the South line of said Northwest Quarter;
- Thence South 88°56'28" West along the South line of said Northwest Quarter, 453.31 feet;
- Thence North 00°38'30" West, parallel with and 130.00 feet from when measured at right angles to the West line of said Northwest Quarter, 1018.49 feet to the TRUE POINT OF BEGINNING;

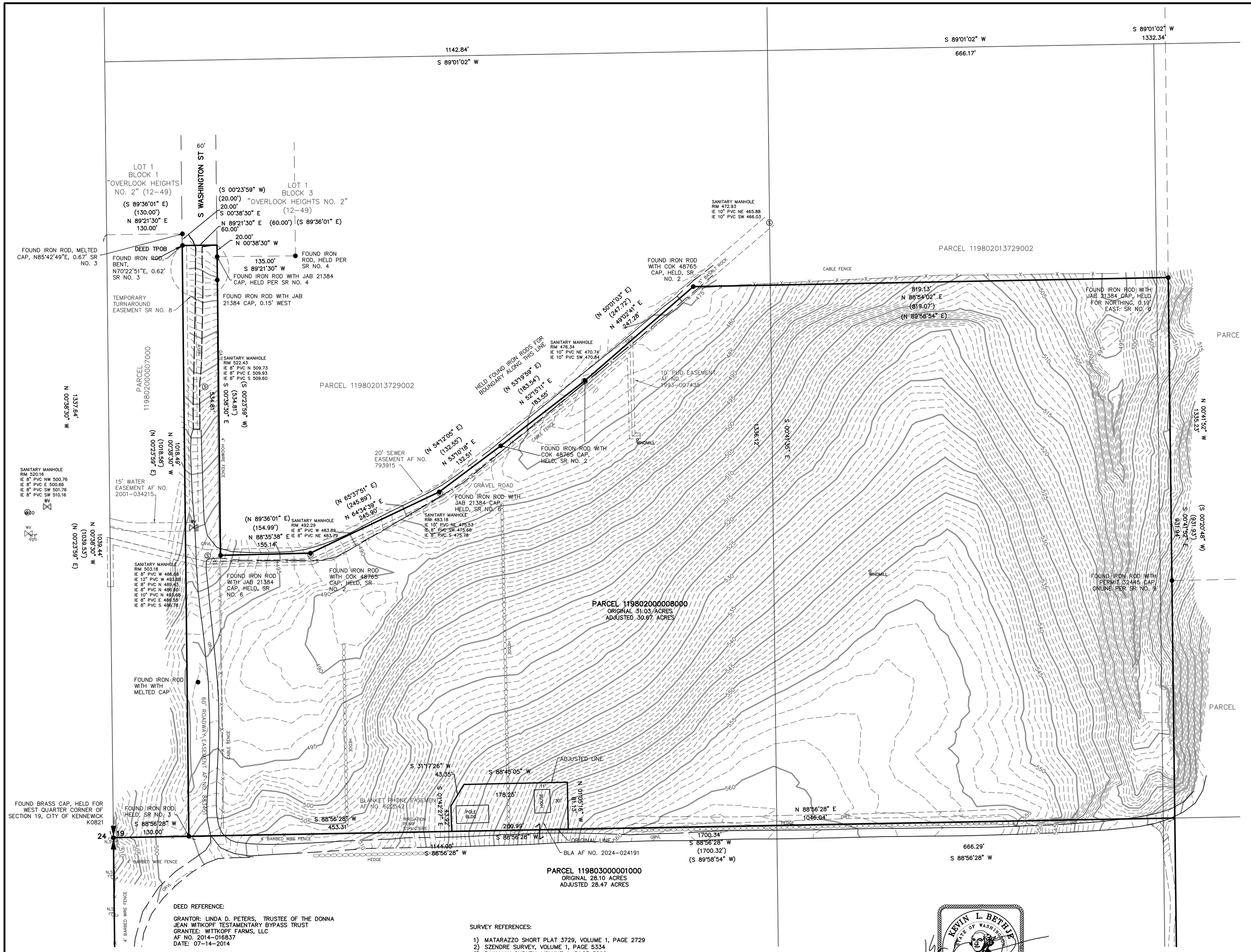
Containing 30.67 acres more or less.

Together with and subject to easements, reservations, covenants and restrictions apparent or of record.

EXISTING CONDITIONS SURVEY

LOCATED IN A PORTION OF THE SW AND SE 1/4 OF THE NW 1/4 AND A PORTION OF THE NW AND NE 1/4 OF THE SW 1/4 OF SECTION 19 T8N, R30E, W.M. BENTON COUNTY, WASHINGTON

JOB NO: 24-303
DATA COLLECT: 8-16-24 THRU 8-23-24
DRAWING DATE: 8-29-24
DRAWING UPDATE: 03-27-2025


1142.84'
S 89°01'02" W
666.17'
S 89°01'02" W
1332.34'
S 89°01'02" W
60'
S WASHINGTON ST
LOT 1 BLOCK 1 "OVERLOOK HEIGHTS NO. 2" (12-49)
LOT 1 BLOCK 3 "OVERLOOK HEIGHTS NO. 2" (12-49)
(S 89°36'01" E) (130.00') N 89°21'30" E 130.00'
(S 00°23'59" W) (20.00') 20.00' S 00°38'30" E
N 89°21'30" E 60.00' (60.00') (S 89°36'01" E)
20.00' N 00°38'30" W
135.00' S 89°21'30" W
FOUND IRON ROD, MELTED CAP, N85°42'49"E, 0.67' SR NO. 3
DEED TPOB
FOUND IRON ROD, BENT, N70°22'51"E, 0.62' SR NO. 3
FOUND IRON ROD, HELD PER SR NO. 4
FOUND IRON ROD WITH JAB 21384 CAP, HELD PER SR NO. 4
TEMPORARY TURNAROUND EASEMENT SR NO. 8
FOUND IRON ROD WITH JAB 21384 CAP, 0.15' WEST
PARCEL 119802000007000
SANITARY MANHOLE RIM 522.43
IE 8" PVC N 509.73
IE 8" PVC E 509.93
IE 8" PVC S 509.60
534.81' S 00°38'30" E (S 00°23'59" W)
N 00°38'30" W 1018.49' (N 00°23'59" E) 1018.58'
SANITARY MANHOLE RIM 520.16
IE 8" PVC NW 500.76
IE 8" PVC E 500.66
IE 8" PVC SW 501.76
IE 8" PVC SW 510.16
15' WATER EASEMENT AF NO. 2001-034215
N 00°38'30" W 1039.44' (N 00°23'59" E) 1039.57'
SANITARY MANHOLE RIM 503.18
IE 8" PVC W 488.68
IE 12" PVC W 493.88
IE 8" PVC N 489.43
IE 8" PVC N 489.60
IE 10" PVC N 489.68
IE 8" PVC E 489.56
IE 8" PVC S 489.78
FOUND IRON ROD WITH JAB 21384 CAP, HELD, SR NO. 6
FOUND IRON ROD WITH COK 48765 CAP, HELD, SR NO. 2
FOUND IRON ROD WITH WITH MELTED CAP
60' ROADWAY EASEMENT AF NO. 8822542
FOUND BRASS CAP, HELD FOR WEST QUARTER CORNER OF SECTION 19, CITY OF KENNEWICK K0821
FOUND IRON ROD, HELD, SR NO. 3
S 88°56'28" W 130.00'
S 88°56'28" W 453.31'
4" BARBED WIRE FENCE
HEDGE
GRVL
IRRIGATION PUMP STRUCTURE
BLANKET PHONE EASEMENT AF NO. 8822542
POLE BLDG
HOUSE
30'
S 31°17'26" W 43.35'
S 88°45'05" W 178.25'
ADJUSTED LINE
N 01°05'16" W 200.99'
S 88°56'28" W
ORIGINAL LINE
BLA AF NO. 2024-024191
1144.05' S 88°56'28" W
PARCEL 119803000001000
ORIGINAL 28.10 ACRES
ADJUSTED 28.47 ACRES
PARCEL 119802000008000
ORIGINAL 31.03 ACRES
ADJUSTED 30.97 ACRES
PARCEL 119802013729002
SANITARY MANHOLE RIM 472.93
IE 10" PVC NE 465.88
IE 10" PVC SW 466.03
FOUND IRON ROD WITH COK 48765 CAP, HELD, SR NO. 2
S BANK / ROCK
CABLE FENCE
819.13' N 88°54'02" E (819.07') (N 89°58'54" E)
FOUND IRON ROD WITH JAB 21384 CAP, HELD FOR NORTHING, 0.19' EAST SR NO. 9
PARCE
(N 50°03'05" E) (247.72') N 49°02'41" E 247.28'
HELD FOUND IRON RODS FOR BOUNDARY ALONG THIS LINE
(N 53°19'59" E) (183.54') N 52°15'11" E 183.55'
SANITARY MANHOLE RIM 478.34
IE 10" PVC NE 470.74
IE 10" PVC SW 470.84
10' PUD EASEMENT AF NO. 1993-007435
CHAIN FENCE
FOUND IRON ROD WITH COK 48765 CAP, HELD, SR NO. 2
WINDMILL
20' SEWER EASEMENT AF NO. 793915
(N 54°12'05" E) (132.55') N 53°10'18" E 132.91'
(N 65°37'51" E) (245.89') N 64°34'39" E 245.90'
GRAVEL ROAD
FOUND IRON ROD WITH JAB 21384 CAP, HELD, SR NO. 6
SANITARY MANHOLE RIM 483.18
IE 10" PVC NE 475.53
IE 8" PVC SW 475.68
IE 8" PVC S 475.78
(N 89°36'01" E) (154.99') N 88°35'38" E 155.14'
SANITARY MANHOLE RIM 492.29
IE 8" PVC W 483.89
IE 8" PVC NE 483.79
1336.12' S 00°41'52" E
N 00°41'52" W 1335.23'
(S 00°20'48" W) (1341.63') S 00°41'52" E 1341.52'
FOUND IRON ROD WITH PERMIT 32445 CAP, ONLINE PER SR NO. 9
PARCEL
1700.34' S 88°56'28" W (1700.32') (S 89°58'54" W)
666.29' S 88°56'28" W
N 88°56'28" E 1046.04'
DIRT
505 510 515 520 525 530 535 540 545 550 555 560 565 570 575 580 585 590 595 600 605 610 615 620 625 630 635 640 645 650 655 660 665 670 675 680 685 690 695 700

City of Kennewick
Community Planning Department
210 W 6th Ave
Kennewick, WA 99336

August 27, 2025

Determination of Sufficiency
5215 S Washington St- AZ-2025-0001

I, Bill Spencer, Benton County Assessor, do hereby certify that the petition for annexation provided by the City of Kennewick for the unincorporated lands located and described in attached Exhibit A is sufficient as far as the percentage of valuation required for the annexation as required by RCW 35A.14.120.

This petition was received in my office August 25, 2025, and this determination was commenced on August 27, 2025.

The specific determination is as follows:

Value	Signatures	Percentage
398,630	398,630	100.00%

Attest:

Bill Spencer
Benton County Assessor

cc: Benton County Commissioners

ANNEXATION - CITY OF KENNEWICK

Parcel ID	Owner 1	Owner 2	Owner 3	Owner 4	Owner 5	Address	Assessed Value	Value used to determine sufficiency	Sufficiency Notes
119802000011000	Strizhaks Haven Ranch LLC					5215 S Washington St Kennewick, WA 99337	$ 398,630	$ 398,630	
							$ -		
							$ -		
							$ -		
							$ -		
						Total value of all parcels	$ 398,630		
						Value of parcels to determine sufficiency		$ 398,630	
						% of sufficiency	100.00%		

Council Agenda Coversheet	Item Number:	6.c.1.	Date:	11/18/2025	Category: Ordinance
	Item Type:	Ordinance			
	Subject:	Ordinance: Franchise Agreement with Basin Disposal to Provide Solid Waste Disposal at AZ-2025-0001, Strizhak Haven Ranch			
	Department:	Community Planning			
	Ordinance #:				

Recommendation

Staff recommends Council adopt the ordinance as presented.

Motion for Consideration

Motion to adopt the ordinance as presented.

Summary

The property at 5215 S Washington St is within the service area of Basin Disposal. In order to allow Basin Disposal to retain the right to provide service at this address, a franchise ordinance is required. This companion ordinance to item 6.c. allows Basin Disposal to provide garbage collection services in the proposed annexation area for a period of 10 years.

When a city or town annexes new territory, any existing franchises or permits for public services like garbage collection in that area are automatically canceled. However, the city must immediately grant a new franchise to the current provider, allowing them to continue operating in the annexed area.

This companion ordinance to an annexation is standard practice when properties within the Basin Disposal service area are located within the jurisdictional boundaries of unincorporated Benton County. The most recent instance is Ordinance 24-6065 which was adopted by the Council on October 1, 2025, for service to Harmony Development under AZAZ-2022-0001.

Basin Disposal has agreed to the terms of the ordinance and signed it.

Alternatives

The alternative is to deny adoption of the ordinance; this option is not recommended.

Fiscal Impact

None.

Attachments:

1. Ordinance

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE GRANTING A FRANCHISE TO BASIN DISPOSAL, INC. FOR THE COLLECTION OF GARBAGE AND REFUSE IN THE CITY OF KENNEWICK (AZ 2025-0001, Knutzen Engineering (Owner: Strizhaks Haven Ranch, LLC))

WHEREAS, the City of Kennewick has effected annexations of the following described property:

Parcel 1-1980-200-0011-000:

That parcel of land being a portion of that parcel of land described in Correction Quit Claim deed to Wittkopf Farms, LLC as recorded under Auditor's File Number 2014- 016837, records of Benton County, Washington, located in a portion of the Southwest and Southeast Quarters of the Northwest Quarter of Section 19, Township 8 North, Range 30 East, Willamette Meridian, Benton County, Washington, described as follows;

Beginning at the Southwest Corner of said Northwest Quarter of Section 19;

Thence North 00°38'30" West along the West line of said Northwest Quarter, 1039.44 feet to the Southwest corner of Lot 1, Block 1 of "Overlook Heights No. 2" according to the plat thereof recorded under Volume 12 of Plats at Page 49, records of Benton County, Washington;

Thence North 89°21'30" East along the South line of said Lot 1, 130.00 feet to the Southeast corner thereof;

Thence South 00°38"30' East, parallel with and 130.00 feet from when measured at right angles to the West line of said Northwest Quarter, 20.00 feet to the TRUE POINT OF BEGINNING;

Thence North 89°21'30" East, 60.00 feet;

Thence South 00°38'30" East parallel with and 190.00 feet from when measured at right angles to the West line of said Northwest Quarter, 534.81 feet;

Thence North 88°35'38" East, 155.14 feet;

Thence North 64°34'39" East, 245.90 feet;

Thence North 53°10'18" East, 132.51 feet;

Thence North 52°15'1 l" East, 183.55 feet;

Thence North 49°02'41" East, 247.28 feet;

Thence North 88°54'02" East, 819.13 feet to a point 20.00 from when measured at right angles to the East line of the West half of the Southeast Quarter of the Northwest Quarter of said Section 19;

Thence South 00°41'52" East, parallel with and 20.00 feet from when measure at right angles to the East line of said West half, 931.94 feet to the South line of said Northwest Quarter;

Thence South 88°56'28" West along the South line of said Northwest Quarter, 1046.04 feet;

Thence North 01°05'16" West, 81.13 feet;

Thence South 88°45'05" West, 178.25 feet;

Thence South 31°17'26" West, 43.35 feet;

Thence South 01°42'27" East, 43.92 feet to the South line of said Northwest Quarter;

Thence South 88°56'28" West along the South line of said Northwest Quarter, 453.31 feet;

Thence North 00°38'30" West, parallel with and 130.00 feet from when measured at right angles to the West line of said Northwest Quarter, 1018.49 feet to the TRUE POINT OF BEGINNING;

Containing 30.67 acres more or less.

WHEREAS, said annexation will become effective on the 25th day of November 2025; and

WHEREAS, it is the desire of the City Council to contract for the collection of solid waste in said annexed territories; NOW, THEREFORE,

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

Section 1. The City of Kennewick hereby grants to Basin Disposal, Inc. a franchise for garbage and refuse collection in the City of Kennewick in the territories annexed and as described from the date of annexation until November 26, 2035.

Section 2. The franchisee shall comply with all laws of the United States and the State of Washington, all ordinances of the City of Kennewick and applicable rules and regulations of the Washington Utilities and Transportation Commission; shall make payment of utility occupation taxes as provided in KMC 6.40; shall charge only those rates approved for garbage collection in the City of Kennewick for services for which the City has rates; shall hold the City harmless and indemnify it from any loss arising out of Basin's performance of garbage collection services authorized by this franchise; and shall not refuse service to any person within the area of this franchise except upon good cause shown.

Section 3. The City Council may suspend or revoke this franchise for good cause upon notice and an opportunity for hearing to the franchisee. Good cause means a failure by Basin to take reasonable steps to correct and/or prevent an Operational Problem within its control, after receiving notice that such an Operational Problem has occurred or is likely to occur. As used herein, the term "Operational Problem" includes, but is not limited to: 1) failure to provide service to customers; 2) failure to maintain clean sanitary vehicles; 3) failure to maintain vehicles in good working order; 4) repeated violations with the Health Department; 5) failure of franchisee employees to maintain professional and courteous relationships with customers; and 6) any criminal act committed by a franchisee employee in the course of conducting business.

Section 4. This ordinance shall be in full force and effect five days from and after its passage, approval and publication as required by law, but if, and only if, the franchisee has endorsed this ordinance and accepted the terms and conditions thereof prior to November 18, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 18th day of November 2025.

Attest: GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

I, Jim Arneson the president of Basin Disposal, Inc. have read the ordinance concerning AZ-2025-0001, Parcel 1-1980-200-0011-000, and on behalf of the said corporation do hereby accept the same and agree to abide by the terms and conditions set down therein, and further state that I am authorized by said corporation to accept the said franchise.

DATED this 10TH day of November 2025.

BASIN DISPOSAL, INC.

BY _____
JIM ARNESON, President

Council Agenda Coversheet	Item Number:	6.d.	Date:	11/18/2025	Category: Public Mtg / Hrg
	Item Type:	Public Hearing			
	Subject:	CDBG: 2026 Annual Action Plan and Citizen Participation Plan			
	Department:	Community Planning			

Recommendation

Staff recommends the approval of the 2026 Draft Annual Action Plan as prepared by the CDBG Committee and staff as well as the Citizen Participation Plan as prepared by the HOME Consortium.

Motion for Consideration

Motion to approve the 2026 Draft Annual Action Plan and funding recommendations as prepared by the CDBG Committee and staff as well as the Citizen Participation Plan as prepared by staff and the HOME Consortium.

Summary

The City of Kennewick is an entitlement city as granted by the Federal Department of Housing and Urban Development (HUD). As such, the City is an annual recipient of CDBG funds to develop communities by providing decent housing and suitable living environments, and by expanding economic opportunities principally for low-to-moderate income persons.

HUD regulations stipulate certain uses for these funds and require the City to submit a five-year plan as to community needs, followed by an annual action plan that specifies how the needs will be addressed using the available funds. The amount of the 2026 grant has not yet been established, but historical indications are that the grant will be approximately $514,000 after administrative costs. The public comment period began August 1st (to gather community input and also allow for applications to be submitted) and closed September 12th. The Committee held a public meeting on September 24th to review the applications and conduct presentations/interviews with all applicants.

The Committee and staff considered the objectives of the Consolidated Plan along with HUD's mission to service low-to-moderate income persons as they established the recommendation for the funding summary that is attached. The decision to fund a project was also based on any past experience with the applicant, their ability to obtain funding elsewhere, and the benefit to Kennewick's low and moderate-income residents.

The HOME Consortium maintains a Citizen Participation Plan to ensure community members have meaningful opportunities to provide input on CDBG & HOME funded activities. The plan was recently updated to reflect current practices, with the previous update having occurred in 2020. Updates include enhanced outreach strategies, remote participation options, and improved transparency to better engage residents in the planning and funding process.

Alternatives

Return to Committee for further consideration.

Fiscal Impact

These proposed projects totaling $514,000 are being funded by the City's annual CDBG grant provided by HUD.

Attachments:

1. Citizen Plan
2. Draft Plan

TRI-CITIES HOME CONSORTIUM

KENNEWICK · PASCO · RICHLAND

CITIZEN PARTICIPATION PLAN

Tri-Cities HOME Consortium Citizen Participation Plan
Community Development Block Grant and HOME Programs

Introduction

The purpose of this Citizen Participation Plan is to provide a framework to guide the Tri-Cities HOME Consortium (Consortium) and its members (the Cities of Kennewick, Pasco and Richland, as Lead) in their efforts to encourage citizen participation in the planning, implementation and assessment in the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME) programs. Specifically, in the Assessment of Fair Housing, Consolidated Plan, Annual Action Plan, Citizen Participation Plan, and Consolidated Annual Performance and Evaluation Report (CAPER).

This Citizen Participation Plan is prepared and implemented in accordance with the guidance provided in U.S. Department of Housing and Urban Development (HUD) Regulations 24 CFR Part 91.105.

Prior to implementation, the Citizen Participation Plan will be available for a period of 30 days for public comment. Any amendment to the Plan will be made available for a period of 30 days advising citizens of an opportunity to comment on the proposed amendment. A summary of the comments or views and a summary of any comments or views not accepted and the reasons why it was not accepted will be attached to the plan submitted to HUD for final approval.

Citizen Advisory Committee

Each city has established individual citizen advisory committees to serve as a link between the public, city staff and City Council. In the City of Kennewick, the committee only assists in making funding recommendations for the Annual Action Plan; while in Pasco and Richland the committees aid in providing advice during the development of the Consolidated Plan, Annual Action Plans, CAPER review, and to advise in the administration and utilization of HUD grants. Each advisory position is selected based upon providing a balance of specific community interests or expertise to the committee. Low and moderate-income persons are encouraged to participate when a position becomes vacant. In Kennewick this is accomplished by the city clerk's office, while in Pasco and Richland this is accomplished through public solicitations as well as direct communication with residents and participants in various social service organizations.

Each advisory committee will meet as necessary to review and make decisions regarding CDBG and HOME. These meetings are open to the public. The advisory committees review written funding requests, attend oral presentations by applicants, and make funding recommendations to the respective City Council to aid in the development of the Annual Action Plan.

Encouraging Public Participation

It is the intent of Tri-Cities HOME Consortium to encourage and facilitate the participation of all citizens in the development of the Assessment of Fair Housing (AFH), Consolidated Plan, Annual Action Plan, any substantial amendments to the plans and the performance report through public hearings and meetings. Additionally, the Consortium encourages involvement of protected classes, low- and moderate-income persons, particularly neighborhoods where 51 percent or an amount determined by HUD as an exception criteria service area, where federal funding is proposed to be used. The Consortium also welcomes the participation of minority populations, non-English speaking persons and persons with disabilities.

Consultations, with direct mailings/emails and other contact will be made with local and regional organizations and through other publications that serve those in protected classes, or that provide assisted housing, health services, and social services, including those focusing on services to children, elderly persons, persons with disabilities and their families, and homeless persons.

The Consolidated Plan

The development of the Consolidated Plan is a cooperative effort between the cities of Kennewick, Pasco and Richland as members of a Consortium, businesses, developers, nonprofit organization, philanthropic organizations, and community-based and faith-based organizations that serve low and moderate-income persons. This document provides the planning framework, strategies, goals and performance benchmarks to be achieved over a five-year period by the CDBG and HOME Programs. HUD will evaluate the performance of each City and the Tri-Cities HOME Consortium through the accomplishments of community development and housing program goals established in the Consolidated Plan. Note that each City will be responsible for taking their CDBG Consolidated Plan's to their respective Councils for approval and the Lead Entity will responsible for the HOME Consolidated Plan on behalf of all member cities.

At least two public hearings will be held by the Consortium throughout the development of the Consolidated Plan to allow participation from the public on this planning document. At least one of the public hearings will be held before the Consolidated Plan is published for comment. The draft Consolidated Plan will be made available for public review and comment for a minimum of 30 days to allow for interested persons and organizations to comment prior to completion and submission of the final plan to HUD. A summary of the comments or views and a summary of any comments or views not accepted and the reasons why it was not accepted will be included in the final plan submitted to HUD for final approval.

Assessment of Fair Housing Plan

The Tri-Cities HOME Consortium and the two local housing authorities, Kennewick Public Housing Authority (KHA) and City of Pasco & Franklin Consortium Housing Authority (HACPFC) operating within the Consortium jurisdiction will work to align their consolidated planning cycle(s) in accordance with regulations at 24 CFR Part 91 for consolidated plan program participants, and 24 CFR Part 903, for Public Housing Authorities. PHAs are anticipated to collaborate with the Tri Cities HOME Consortium to prepare the Assessment of Fair Housing.

The Tri-Cities HOME Consortium and the Kennewick and Pasco Housing Authorities will work together by establishing comprehensive community development goals and ensure strategies and actions are taken to Affirmatively Further Fair Housing. Moreover, local and regional fair housing organizations and enforcement agencies will be consulted with. The Consortium members will report progress on those goals to HUD through the consolidated annual performance reports (CAPER) that are posted on each Cities website and in a HUD database.

The Fair Housing Act sets out the following four clear fair housing goals for all communities to ensure greater opportunities for all Americans:

1. *Reduce segregation, and build on the nation's increasing racial, geographic and economic diversity.*
2. *Eliminate racially and ethnically concentrated areas of poverty*
3. *Reduce disparities in access to important community assets such as quality schools, job centers, and transit*
4. *Narrow the gaps that leave families with children, people with disabilities, and people of different races, colors and national origins with more severe housing problems (disproportionate housing needs)*

The Public, residents, public agencies and other interested parties will have access to any HUD provided data and other supplemental information the HOME Consortium plans to incorporate into its Assessment of Fair Housing (AFH) at the start of the public participation process or as soon as feasible after. The HOME Consortium may make HUD provided data available to the public by referencing the data on the HUD website.

Consortium staff will hold at least one public hearing and meet with community groups, reviews HUD data tables and HUD maps to develop the Assessment of Fair Housing (AFH) Plan goals. Through collaboration

with the Housing Authorities of Kennewick and Pasco, staff may consult with HA Resident Boards in accordance with procedures described in 24 CFR 903.13, 903.15, 903.17 and 903.19 in the process of conducting the Assessment of Fair Housing (AFH), obtaining Resident Advisory Board and community feedback, and addressing complaints.

The draft AFH Plan will be made available for public review and comment for a minimum of 30 days as a Consortium plan. A summary of the comments or views and a summary of any comments or views not accepted and the reasons why it was not accepted will be included in the Assessment of Fair Housing (AFH) Plan, submitted to HUD for final approval.

Annual Action Plan (AAP)

The AAP is a document that serves as the application for annual funding to HUD under the CDBG and HOME Programs and identifies federal and other funding resources that are expected to be used to address the needs identified in the Consolidated Plan. This plan represents programs and activities that will be undertaken from January 1 through December 31 of each program year. It identifies the amount of grant funds and program income each city anticipates receiving each year, gives a specific description of the programs and activities that will be used to address the priority needs established in the Consolidated Plan, and provides benchmarks and goals to benefit low and moderate-income persons in which to measure program performance.

At least two public hearings will be held by each individual City each year at separate stages of development of the plan. The first public hearing will occur to obtain public comments on community and development needs. The draft AAP Plan will then be made available for public review and comment for a minimum of 30 days to allow for interested persons and organizations to comment prior to completion and submission of the final plan to HUD. A summary of the comments or views and a summary of any comments or views not accepted and the reasons why it was not accepted will be included in the final plan. The Annual Action Plan is submitted to HUD once grant formula allocations have been announced each program year and approved by all three city councils.

Section 108 Loan Guarantee Program

Section 108 of the Housing and Community Development Act of 1974 provides for a loan guarantee component specific to the CDBG Program. If applicable, and a member Grantee (Kennewick, Pasco or Richland) moves forward with a program application to HUD the Grantee will comply with requirements in 24 CFR 570.704(a)(2). In addition, the following would apply:

- Prior to submission of an application for loan guarantee assistance to HUD the Grantee must publish the proposed application community wide to allow the public to examine the application and to provide comments on the proposed application.

- The public will be given timely notification of public hearings, reasonable and timely access to local meetings, information, and records relating to the proposed and actual use of guaranteed loan funds, including, but not limited to the amount of funds expected to be made available, including anticipated program income generated from activities carried out with guaranteed loan funds, range of eligible activities to be undertaken, proposed low-moderate beneficiaries, etc. Technical assistance may be provided to representative groups at the discretion of the Grantee.

- The public will be provided with reasonable advance notice of, and opportunity to comment on, proposed activities not previously included in the application and activities, which are proposed to be deleted or substantially changed in terms of purpose, scope, location, or beneficiaries in accordance with requirement for a significant amendment.

- Grantee policies and procedures will provide for timely written answers to written complaints and grievances within 15 working days of the receipt of the complaint, where practicable.

Consolidated Annual Performance and Evaluation Report (CAPER)

This report describes the accomplishments of each activity undertaken during the previous year, identifies how funds were actually used versus how the funds were proposed to be used, what impacts the activity realized, and to what extent the funds benefited low and moderate-income persons.

The draft CAPER will be made available for public review and comment for a minimum of 15 days to allow for interested persons and organizations to comment prior to completion. A summary of the comments or views and a summary of any comments or views not accepted and the reasons why it was not accepted will be included in the final plan submitted to HUD for final approval. The CAPER is due no later than 90 days following the end of the program year, or by March 31 of each year.

Public Hearing Notice

Public hearings and meetings will be posted on the respective web sites of each city. All required elements of the Notice will be provided, including the specific date when the document is available for comment and the date when the comment period will close. Screen shots of the posting will be provided to show the availability of the document to the public for comment. Public notices will be available on each respective member city's website for at least 14 days prior to the hearing. The Lead Entity will conduct the public hearing for the use of HOME funds. Each city will conduct their own public hearing for use of their own respective CDBG funds. Public hearing notices will also be made available to one bilingual publication. The notice will include some or all of the following information as appropriate to the particular event:

- The date, time and place.
- Estimated amount of funds that will be available for distribution, and the amount that will benefit low and moderate-income persons.
- Topic(s) to be discussed including, but not limited to, housing and community development needs, development of proposed activities, and review of program performance.
- Proposed strategies and actions for AFH.
- Basic information about the program(s).
- Timing and procedures followed in the development and approval of the Consolidated Plan, Annual Action Plan, Substantial Amendments, or CAPER.
- Contact name and phone number for requesting additional information or any special accommodations.
- Contingency language will be included in the notice to clarify how the Lead Entity and each respective city will adjust its proposed Plan to match its actual allocation once actual amounts become known.

Public hearings and meetings will be held at times and in locations convenient to potential or actual beneficiaries, and that are easily accessible to persons with disabilities. All comments and views of residents of the community in writing or orally during a public hearing or meeting will be considered and attached to the plan.

Public Comment Period

The draft or substantial amendments to the Citizen Participation Plan, Assessment of Fair Housing, Consolidated Plan, and Annual Action Plan will be made available to the public for public comment for a minimum of 30 days as required, while the CAPER will be available for a minimum of 15 days for public comment. The Notice shall contain the public comment period, the locations where the plan is available for review, and a summary of the plan. The Notice will be published on each city's respective website. In addition, the cities may publish announcements through their social media accounts, a bilingual publication/online, and in other places frequented by the public. Additionally, direct outreach to local and regional organizations that serve those in protected classes, assisted housing providers, public housing agencies, social service agencies, and advocacy groups, as well as their beneficiaries, will be utilized to broaden the efforts to notify all. All comments and views of residents of the community in writing during a public comment period will be

considered and attached to the plan.

The following table provides a summary of the public comment period for each document.

Plan	Public Comment Period
5-year AFH Plan Consortium only	**30-Day**
5-year Consolidated Plan	**30-Day**
Annual Action Plan	**30-Day**
Citizen Participation Plan	**30-Day**
Consolidated Annual Performance and Evaluation Report (CAPER)	**15-Day**

A reasonable number of free copies of the draft plan will be available upon request by calling or visiting the respective City's Office during regular business hours. The draft plan may be made available in an alternative format with a three-day notice for a request to the respective city member.

Non-English Speakers

The Consortium has elected to address the Limited English Proficiency (LEP) need as a reasonable accommodation. Language assistance will be given to ensure meaningful access to participation by non-English speaking residents of the community. Given a minimum of three-day notice, during regular business hours, the following accommodation may be requested:

1. Interpretation services for clients, at no cost to the clients,
2. Documents may be translated for clients who do not communicate in English,
3. A language line shall be provided for clients
4. Consortium members shall provide printed materials in alternate formats for clients, or
5. Consortium members shall make whatever reasonable accommodations are needed to improve accessibility to programs, activities and services.

Request assistance by contacting the respective Member City:

- City of Richland, Development Services Office, 509.942.7580
- City of Kennewick, Community Planning Department, (509)585-4432
- City of Pasco, Community and Economic Development Department, (509)545-3441

Reasonable Accommodation

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990, within reason, any individual with an impairment or disability who requires reasonable accommodation to attend or participate in a meeting or public hearing may request assistance. Assistance may be requested 3 working days prior to the meeting, during regular business hours.

Request assistance by contacting the respective City Members:

- City of Richland, Development Services Office, 509.942.7580
- City of Kennewick, City Clerk's Office, (509) 585-4273
- City of Pasco, Community and Economic Development Department, (509) 545-3441

Plan Approval

The Citizen Participation Plan recognizes Kennewick, Pasco and Richland City Councils, as the elected governing body for each City. The draft Assessment of Fair Housing, Consolidated Plan and/or Annual

Action Plan as well as Substantial Amendments to the Plans will be presented to the respective member City Council for approval before submitting to HUD. These are regularly scheduled Council meetings that are open public meetings, broadcast live and/or recorded.

Amendments or Substantial Amendments to the Plan

A "substantial amendment" is an amendment to the Consolidated Plan/Annual Action Plan that requires 30 days of public comment. Prior to submitting substantial amendments to HUD, the cities will provide citizens with a 30-day notice of an opportunity to comment whenever a substantial amendment is being proposed. The cities shall consider any comments received in preparing substantial amendments. A summary of all comments received shall be attached to any substantial amendment of the plan. Any comments that are not accepted shall be included in this summary along with the reason they were not accepted.

A substantial amendment is defined, in accordance with 24 CFR 91.505(a), as:

1. A change in allocation priorities (any change greater than 25 percent in an individual project budget) or a change in the method of distribution of funds;
2. Carrying out an activity (including those funded exclusively with program income) not previously described in the Consolidated Plan or Annual Action Plan; or
3. A change in the purpose, scope, location or beneficiaries of an activity.

Changes that are not considered substantial amendments:

1. Changes to the CDBG or HOME budget for a project by an amount that is less than 25 percent;
2. Consolidated Plan data updates such as census data, income limits, fair market rents, HOME high and low rent limits, HOME subsidy limits, and similar types of data;
3. A minor change in location as long as the purpose, scope, and intended beneficiaries remain essentially the same; or
4. The transfer of funds within a project from one approved budget line item to another approved budget line item (e.g., construction rather than engineering).

Responding to Complaints

Each city will consider written complaints from the public regarding the citizen participation process, the Consolidated Plan, the Assessment of Fair Housing Plan, the Annual Action Plan, any amendments and the CAPER and provide a written response within 15 working days. If the complainant is unable to file a complaint due to disability, alternative filing methods will be allowed by contacting the respective city.

Access to Records

If citizens are interested in access to information and records relating to each city's CDBG and HOME programs they shall submit a public records request to the respective city's Public Records Office or City Clerk's Office.

Conflict-of-Interest Policy

The federal government's general rule is that no persons who exercise or have exercised any functions or responsibilities with respect to CDBG or HOME activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG/HOME assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG/ HOME assisted activity, or with respect to the proceeds of the CDBG/HOME assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. If a member of any of the three city council members or advisory committees or staff member has a conflict of interest with a proposed project or an approved project, they will notify the respective city of the conflict of interest and the specifics of the conflict. At a minimum, the individual with the conflict of interest will recuse themselves during any discussions or actions concerning that project and will refrain from any discussions concerning the project or the project's host organization with all board members. Other actions may be necessary depending upon

the nature of the conflict-of-interest situation. Each department will review, and research all reported conflicts and will advise the city of appropriate actions in each case.

Staff Support and Technical Assistance

Staff from each city will be responsible and will make every reasonable effort to provide access and technical assistance to citizens, and agencies representing low- and moderate-income persons, in order that they may participate in the planning process. Staff from each city will also respond to those who request assistance in developing proposals for CDBG or HOME funding and will provide technical assistance to assist in the implementation of the project.

Relocation and Displacement Policy

The Cities of Kennewick, Pasco and Richland intend to minimize to the greatest extent possible, the permanent displacement of any low and moderate-income persons that might result from the use of CDBG or HOME funds. This will be achieved through the design and evaluation of each project for potential displacement, by measuring and comparing such potential among alternative proposals and designs, and by considering alternatives when selecting projects for funding, prior to a final commitment of funds.

While there is no intent to directly displace individuals, families, businesses, or nonprofit organizations because of projects, the respective City will assist any individual, family, business, or nonprofit organization displaced by projects funded with CDBG or HOME funds as authorized under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, or under Section 104(d) of the Housing and Community Development Act of 1974. The Cities reserve the right to reject a project or require that any sub-recipient provide non-federal financial relocation assistance to persons or organizations affected by the project, if the project causes permanent displacement.

Availability of Documents

Citizens are encouraged to review draft plans on the respective City's website and at the following locations:

Richland
https://www.ci.richland.wa.us/CDBG

- Richland City Hall, 625 Swift Blvd.
- Richland Public Library, 955 Northgate Dr.
- Richland Community Center, 500 Amon Park Dr.

Kennewick
https://www.go2kennewick.com/620/Community-Development-Block-Grant

- City of Kennewick City Hall, Community Planning Department, 210 W. 6th Ave.
- Mid-Columbia Library, 1620 S. Union and 405 S. Dayton St.
- Kennewick Housing Authority, 1915 W. 4th Pl.

Pasco
https://www.pasco-wa.gov/188/Five-Year-Consolidated-Plan

- City of Pasco, Community and Economic Development Department, 525 N. 3rd Ave.
- Pasco Public Library, 1320 W. Hopkins St.
- Pasco and Franklin County Housing Authority, 2505 W. Lewis St.

Approved plans will be available on the respective City's website. The City of Pasco will make documents available at the city office in addition to its website.

Given three working days' notice, individual, electronic or copies in a format accessible to non-English-speaking persons and persons with disabilities will be made available by calling, emailing or visiting the respective Member City's Office during regular business hours.

2026
ANNUAL ACTION PLAN
DRAFT

Supplement to
2025 - 2029 Consolidated Plan

For further information contact:

Kylie Peel
City of Kennewick
P.O. Box 6108
210 West 6th Avenue
Kennewick, WA 99336
kylie.peel@ci.kennewick.wa.us

EQUAL HOUSING OPPORTUNITY

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The City of Kennewick is an entitlement community within the Tri-Cities HOME Investment Partnerships Program (HOME) Consortium. The cities of Pasco and Richland are also members of the Tri-Cities HOME Consortium. The city is eligible to receive federal funds annually from the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program in support of affordable housing and community development programs that primarily benefit low-and-moderate income people. The city is responsible for planning and administering housing and community development activities within their jurisdiction, and implementing, monitoring, and reporting to HUD on the use of CDBG funds.

The HOME Consortim (Kennewick, Richland, and Pasco) share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the cities collaboratively prepared a 2025-2029 Tri-Cities HOME Consolidated Plan along with separate Consolidated Plans pertaining to each city's CDBG funding. The Plan provides the community with an assessment of needs and market conditions, establishes priority needs, sets goals to respond to the identified needs, and establishes outcome measures to serve as a basis for developing Annual Action Plans. The activities proposed in the 2026 Annual Action Plan will be funded by CDBG allocations, program income, and existing unallocated funds.

If the 2026 CDBG funding is above the anticipated amount listed under "Expected Resources", the additional funds could be applied to the infrastructure projects and potential reserved projects. If CDBG funding is below the anticipated amount, the shortfall in funds will be covered through the expenditure of existing unallocated previously awarded funds. Should the amount of unallocated funds not be enough to cover the shortfall, the scope of the infrastructure projects will be reduced commensurately.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Three priority needs were identified and goals were established corresponding to those needs. All three needs were given high priority. Needs were determined by a review of data and available information, reference to applicable assessments, and strategic plans. Input from stakeholders, agencies, and others consulted in developing the plan.

- Need for affordable housing creation, preservation, access, and choice
- Need for community, neighborhood, and economic development
- Need for supportive services

See the 2025-2029 Consolidated Plan for a full description of priority needs.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Kennewick has made significant accomplishments in implementing the Consolidated Plan (2025-2029). This reflects strong relationships with community partners in implementing projects and building capacity. The ability to leverage funds and coordinate projects to make the best use of resources is essential in light of increasing needs and diminishing resources.

Past accomplishments include LMA neighborhood infrastructure improvements, removal of architectural barriers, economic development enhancements, other infrastructure improvements, and supportive services for disabled adults, elderly, youth recreation, and preventing homelessness. CDBG funds are also used to improve City infrastructure that increased safety precautions for low-moderate families.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Kennewick followed the requirements for citizen participation outlined in the Tri-Cities Consortium Citizen Participation Plan which provides opportunities for citizen involvement in the planning process and assure that key organizations and agencies were consulted. The Citizen Participation Plan provides for broad involvement, public hearings, and opportunities to comment on needs and proposed plans. Public hearings were held to solicit input on needs and again to solicit input on the draft Annual Action Plan on September 24, 2025 regarding the use of CDBG funds, and an additional public hearing on November 18, 2025 regarding the draft Annual Action Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The 2026 Annual Action Plan was advertised for comments in Tri-City Herald and TuDecides on October 8, 2025 and opened for comments until November 18, 2025. A Public Hearing was held on November 18, 2025 at a regular scheduled Kennewick City Council meeting with no comments received.

6. Summary of comments or views not accepted and the reasons for not accepting them

No summary or comments or views were not accepted because no comments were received.

7. Summary

No summary given.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	KENNEWICK	Planning Department

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Kylie Peel / City of Kennewick / PO BOX 6108 or 210 W. 6th Ave. / Kennewick, WA 99336 / (509) 585-4432

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The Tri-Cities Consortium routinely coordinates with partner agencies and organizations in the administration, implementation, and evaluation of each City's CDBG program to meet the Consolidated Plan goals and objectives.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Consortium staff work with a variety of non-profit and governmental agencies during the planning, project proposal, and implementation stages of the program. Kennewick is responsible for all functions of its own CDBG program. A primary strength is the close working relationship between the City's and the departments charged with administrating the HUD programs. In turn, agencies such as Benton Franklin Community Action Connections, Tri-Cities Development Council (TRIDEC), the Benton Franklin CoC, Benton Franklin Council of Governments, and several non-profit agencies work in all three cities, improving the effectiveness of coordination and efficiencies.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Each of the Cities works with and supports actions and priorities of the Continuum of Care (CoC), managed by Benton County Department of Human Services. Each of the Cities sends staff to the regularly held CoC meetings, aimed to increase coordination and pool resources and knowledge across the human system in the Tri-Cities. The CoC has established three primary goals to pursue in coordinating the homeless provider community in its efforts to end homelessness in the County:

- To communicate, coordinate and collaborate among providers and others in the development of Benton County's 5-Year Homeless Housing Plan to work toward reducing homelessness. The plan is used in securing resources and funding pertaining to the concerns of people who are without a safe, decent, and affordable place to live.
- To develop and recommend the Continuum's objectives, projects, and strategies to meet specific needs that will increase housing, decrease homelessness; alter the public's perception of homelessness; provide education, training and technical assistance to advocates, providers, and other members.
- To invite and encourage low-income/homeless individuals to participate in the planning process through public meetings held at community based organizations and/or by any other means the Continuum may deem appropriate.

Phase II strategies of the Continuum's Action Plan include a focus on:

- Implementation of a Benton County Coordinated Entry System
- Recognizing that homelessness results from a complex set of challenges, creating more linkages across community services, and providing comprehensive case management
- Improving outcomes and evaluating data to improve and determine effective services
- Encouraging flexibility in providing services and meeting housing needs
- Meeting the needs of currently underserved "special need" populations

Members of the Continuum meet once monthly to work on these strategies and coordinator a wide variety of issues facing the homeless in the area. In addition, members of the Continuum are currently active on the Steering Committee of the 33-county Balance of Washington State Continuum and are active in the subcommittee structure. Kennewick staff sits in and participates in both the Continuum and Steering Committee.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Benton County Department of Human Services is an active member of the Washington Balance of State (BoS) Continuum (WA-501). The Emergency Shelter Grant (ESG) funds made available to the Tri-Cities are allocated from the Washington BoS. The ESG Program coordination is conducted through the BoS Steering Committee on a policy level and through the Department of Commerce for administrative procedures. The Department of Commerce also staffs the HMIS system which is essentially statewide. While staff at the local non-profit and county Continuum level enters data in HMIS, they also maintain the data and prepare periodic reports on program outcomes which are readily accessible to the Tri-Cities Continuum. At least once a year the Department consults with all ESG stakeholders to review performance standards and obtain their input on fund allocation proposals, policy plans, and administrative procedures.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	BENTON FRANKLIN CONTINUUM OF CARE
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	For a full list of agencies/groups/organizations that were consulted - refer to the 2025-2029 Consolidated Plan.

Identify any Agency Types not consulted and provide rationale for not consulting

The Tri-Cities Consortium made every effort to inform the public and local organizations of the opportunity for them to provide input in the process of developing the Plan. Publication of meetings and other ways to contribute their thoughts and desires to this plan were made well in advance and allowed ample time for the collection of feedback. The Consortium and the City of Kennewick did not intentionally exclude any agency.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		
Broadband Plan	City of Kennewick	The City of Kennewick offers a variety of places with free access to internet such as the Library, City Hall, Recreational Centers, Public Works Facilities, and Kennewick School District locations. The CDBG funds will be utilized to help narrow the divide in the community for internet access. City of Kennewick provided Kennewick Housing Authority with a computer lab at the Lilac Homes residence that allows free internet access. There are several internet plans starting at $19.99/month within our community. They also offer the option to apply for the affordable connectivity program and federal line programs which helps low-income households who are eligible for assistance programs.
Hazard Mitigation Plan	City of Kennewick	Addressing priorities for risk education; protecting people, structures, and infrastructure.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

The Tri-Cities HOME Consortium completed a robust citizen participation process during the development of the 2025-2029 Consolidated Plan. Outreach included traditional local newspaper announcements for meetings, public hearings, and publications on the City's websites and social media pages. The Consortium also included one online survey - for community members and targeted stakeholders. The City promoted public meetings and surveys through social media platforms such as Facebook and Instagram and published news items on the City's websites including social media.

For the 2026 Annual Action Plan, notification of funding opportunities and requests for public input and comments was published on July 30, 2025 and a public hearing was held on September 24, 2025. Applications were accepted from August 1, 2025 through September 12, 2025. The request for public input and comments on the 2026 Annual Action Plan and notification of public hearing was published on October 8, 2025. The public hearing and public comments were taken on November 18, 2025. Notices of the meetings were published in the Tri-City Herald, in Spanish in TuDecides, and the City's social media platforms.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None.	No comments were received from the public.	No comments were rejected due to no comments received.	https://www.go2kennewick.com/620/Community-Development-Block-Grant

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The 2025-2029 Consolidated Plan provides the community with an assessment of needs and market conditions, establishes priority needs, sets goals to respond to the identified needs, and establishes outcome measures for the Annual Action Plan. The City anticipates for planning purposes that the CDBG and HOME Programs will be federally funded at 2025 levels. However, this is difficult to project as the rising inflation may affect the actual amount. Kennewick intends to use funds to further the three primary goals listed in the 2025-2029 Consolidated Plan which include: affordable housing chouce, community and economic development, and public services.

Final funding is dependent on actual federal allocation and action amounts of program income received from prior funded projets and

unallocated funds. The Citizen Participation Plan will be followed if a substantial amendment is triggered.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	600,000.00	10,000.00	24,000.00	634,000.00	1,923,704.00	CDBG funds leverage local, state, and federal funds. Agencies are able to combine funding sources in order to provide a wider range of services to the community. Prior year resources of $24,000 are from one unexpended project in 2025: Downtown Facade Improvement.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG are important resources in the community and are used in conjunction with local, state, other federal funds to support housing and other projects. Each of the cities is supportive of efforts by other organizations to obtain funding for projects to address the needs and goals outlined in this plan and in meeting the needs of the Tri-Cities. Kennewick also assists community organizations in strategizing, applying for, accessing, and developing new resources and partnerships. CDBG funds are frequently used to leverage local, state, and federal funds such as Washington State Housing Trust Funds, housing and homeless funds generated by recording fees, and county or city general funds.

As a HOME Consortium participant, Kennewick is required to match HOME funds. That match is met using city general funds or other non-

federal funds, land made available at a reduced cost (below appraised value), in the form of reduced financing fees from lenders and appraisers, grants for affordable housing from non-federal sources, donated construction/housing materials and volunteer labor.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable.

Discussion

None.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Community, Neighborhood, and Economic Development	2025	2029	Non-Housing Community Development		Community and Economic Development	CDBG: $424,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3172 Persons Assisted
2	Public Services	2025	2029	Non-Homeless Special Needs		Public Services	CDBG: $90,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 872 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Community, Neighborhood, and Economic Development
	Goal Description	
2	**Goal Name**	Public Services
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

This Annual Action Plan describes how funds will be used to support the goals and priorities identified in sections of the Consolidated Plan. CDBG activities and projects go through a competitive process, ensuring the maximum effectiveness in use of federal grant funds.

If additional amount of funding is required to complete the 2026 infrastructure projects, those funds will come from additional unallocated CDBG entitlement funds or program income.

#	Project Name
1	Public Infrastructure
2	Public Services
3	Program Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding priorities are consistent with those stated in the Consolidated Plan. The City of Kennewick intends to maximize the use of limited resources to ensure the highest benefit within the capacity to administer the program. Given the significant increase in housing needs, including the lack of housing units suitable for people with physical disabilities and seniors, The City of Kennewick will prioritize rehabilitation efforts in the community. High priority is also placed on projects that would enhance the economic opportunities of residents.

Whenever feasible, projects that leverage additional funds and/or are coordinated with community partners are emphasized and given priority. The City does not anticipate obstacles to meeting the underserved needs addressed in the projects.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	Public Infrastructure
	Target Area	
	Goals Supported	Community, Neighborhood, and Economic Development
	Needs Addressed	Community and Economic Development
	Funding	CDBG: $424,000.00
	Description	
	Target Date	12/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 3,172 low-moderate income families will benefit from the proposed projects.
	Location Description	All projects will take place in City of Kennewick limits.
	Planned Activities	Sidewalk extension, park renovation, kitchen & bathroom remodels, parking lot renovation.
2	**Project Name**	Public Services
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $90,000.00
	Description	
	Target Date	12/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 872 limited clientele and low-mod income families will benefit from the proposed public services.
	Location Description	All public services will serve Kennewick residents.
	Planned Activities	Recreational scholarships for developmentally disabled adults and youth, after school teen programming services, meals on wheels, and case management services.
3	**Project Name**	Program Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: $120,000.00

	Description	
	Target Date	12/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Program administration for FY26.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

No specific geographic target areas have been identified. Kennewick CDBG funds will be available to assist lower-income residents within Kennewick City limits with priority placed on those activities that provide a benefit in the oldest neighborhoods of Kennewick.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

N/A

Discussion

None.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The purchase price and down payment of a home generally serves as a significant barrier to affordable homeownership opportunities, particularly for lower-income households. The City maintains a HUD funded housing program to provide affordable housing opportunities for lower-income households by financing down payment assistance. However, the home prices have far outpaced the limits set by HUD. We have created a Tenant Based Rental Assistance (TBRA) program through the HOME Consortium to assist with additional barriers, as home prices have severely escalated.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Kennewick implements a number of strategies for increasing the supply of affordable housing through its zoning and land use regulations. These strategies include 1) Planned Unit Developments that increase the options for both housing density and type (e.g. townhomes, multi-family, duplexes, small-lot districts); 2) Mixed Use Developments that increase the opportunity for affordable housing to be developed within or in close proximity to essential amenities such as employment, shopping, and medical centers; 3) Allowing up to two Accessory Dwelling Units (ADUs) in any configuration on all residentially zoned lots; 4) Addressing Missing Middle Housing by allowing up to four units (six units if two are affordable) on all residential lots in a variety of types and designs (e.g. townhome, duplex, triplex, fourplex, fiveplex, sixplex, stacked flats, cottage housing, courtyard apartments).

Discussion

Kennewick suffers from a lack of affordable housing with an ownership and rental vacancy rate as low as 1% for 2024.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Some of the challenges to meeting the needs of all populations are financial resources and supportive services necessary to address all needs. Kennewick attends, supports, and is an active member of the CoC, and organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin Counties. The CoC uses a Coordinated Entry System that is fully implemented and aims to create efficiencies in the service provider network by not duplicating services and matching those in need of services to those organizations most suited to meet those needs.

Actions planned to address obstacles to meeting underserved needs

Decent housing can be made available to those below 30% of the median income by joining forces with community advocates such as BFCAC and the Department of Human Services to provide affordable housing for individuals and households in need. Typical projects to meet this goal would be family shelters, domestic violence shelters, developmentally disabled and chronically mentally disabled housing, elderly housing, homeless prevention rapid rehousing programs, and state and local housing trust funds. The City supports the efforts of local non-profit agencies to meet the needs of all community members.

Actions planned to foster and maintain affordable housing

The City will continue to support the efforts of various agencies, housing authorities and community housing development organizations to provide affordable housing opportunities for special needs populations through CDBG funds. Rehabilitation priority is given by the City and by the Benton Franklin Community Action Committee's Energy-Efficient Healthy House Program to those homes occupied by frail elderly or homeowners and renters with disabilities. City staff will be available to help identify potential funding sources and provide technical assistance within staff capacity and will remain receptive to forming partnerships with other entities to ensure vulnerable populations can reside in decent, safe housing.

Actions planned to reduce lead-based paint hazards

The City will provide education on lead-based paint including information on Safe Work Practices, actions to take when rehabbing or remodeling a home, and steps to take if exposure to lead hazards is suspected.

The pamphlets "Renovate Right" and "Protect Your Family from Lead in Your Home" published by the Washington Department of Commerce and Environmental Protection Agency will be distributed to all

potential housing clients and be available via online links from the City's website.

In compliance with Program Update 05-11, the LBP Safe Checklist is utilized to evaluate the applicability of the lead safe housing rule to CDBG and HOME funded projects. The City will work with pre-qualified contractors to perform testing as necessary to identify lead hazards and ensure compliance after remediation work through clearance exams as required for persons assisted with CDBG or HOME funds.

Actions planned to reduce the number of poverty-level families

The activities outlined in this plan will work to increase economic opportunities in the Tri-Cities area. Through working with local businesses and creating needed infrastructure and facilities updates or maintenance, the City is working to increase the number of opportunities for financial security in the area.

Also, Kennewick funds public services that increase capacity for local non-profit service organizations that work directly with low-income households with the aims of first creating stability and then working to identify opportunities to transition out of poverty.

Actions planned to develop institutional structure

The City will pursue various activities outlined in the 2025-2029 Consolidated Plan to strengthen and coordinate actions with housing, non-profit, and economic development agencies. Staff will continue to participate in the CoC Task Force to assist in the coordination of government agencies, non-profit organizations, housing developers, social service providers, and Continuum of Care providers to meet the needs of homeless individuals and families. Kennewick staff will participate in the Point-in-Time Count, used to measure community trends and shifts that are impacting those individuals and families experiencing homelessness.

Actions planned to enhance coordination between public and private housing and social service agencies

The City supports efforts by agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide some technical assistance support of projects that meet a Housing and Community Development need as identified in the 2025-2029 Consolidated Plan and will assist organizations in applying for funds from other local, state or federal resources within staff capacity.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

Projects planning with all CDBG funds expected to be available during the year are identified in the Projects Table in the AP-35 Projects section of the Annual Action Plan. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**0**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion