

**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.

Krystal Johnston

Krystal Johnston, CMC, CPRO
City Clerk

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

<https://kennewickwa.new.swagit.com/videos/359923>