



City Council Regular Meeting Agenda

December 16, 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>.

1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome/Invocation

HONORS & RECOGNITIONS

- Recognition: Reception Recognizing the Contributions of Mayor Gretl Crawford

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 for campaigns and ballot measures. 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.

- Meeting Minutes: December 2, 2025, City Council Regular Meeting**
Motion to approve the minutes as presented.
- Meeting Minutes: December 9, 2025, City Council Workshop**
Motion to approve the minutes as presented.
- Meeting Cancellation: December 23, 2025, City Council Workshop**
Motion to cancel the December 23, 2025, City Council Workshop.
- Proclamations: Approval of 2026 List of Ceremonial Proclamations**
Motion to approve the 2026 proclamation list as presented.
- Claims Roster: November 2025**
Motion to approve the Claims Roster for November 2025 in the amount of \$9,441,409.98 comprised of electronic payments and check numbers 321771-322144.
- Payroll Roster: For the Pay Period Ending 11/30/2025**
Motion to approve the payroll roster for the pay period ending 11/30/2025.

- g. **Northwest High Intensity Drug Trafficking Area (HIDTA) 2026 Contracts**
Motion to approve the 2026 Northwest HIDTA contracts as presented.
- h. **Final Plat: Sherman Heights Phase 5, SUB-2025-0011**
Motion to authorize the Mayor (or in their absence the Mayor Pro Tem) to sign the Final Plat of Sherman Heights Phase 5, contingent on payment of fees and bonding for incomplete sidewalks and landscaping.
- i. **Project Acceptance: Light Industrial Area (LIA) Utility Extensions Project P2211**
Motion to accept the work of Culbert Construction, Inc. for contract P2211-24 Light Industrial Area (LIA) Utilities Extensions, in the amount of \$2,790,941.64.
- j. **Resolution: Ratifying the 2025-2027 Interlocal Agreement for Solid Waste and Hazardous Waste Management in Benton County**
- k. **Contract Award: 2025 Miscellaneous Water/Storm Project P2507-25 2025**
Motion to approve Contract P2507-25 2025 Miscellaneous Water/Storm Project to Ellison Earthworks LLC as presented.
- l. **Contract: Amendment to Interlocal Agreement with Northwest Open Access Networks (NoaNet) to Provide Fiber Optics to 17 Traffic Signals (Term Extension)**
Motion to amend the Interlocal Agreement with NoaNet as presented.

5. COUNCIL COMMENTS & DISCUSSION

6. CONCLUSION

Council Agenda Coversheet	Item Number: 4.a. Item Type: General Business Item Subject: Meeting Minutes: December 2, 2025, City Council Regular Meeting Department: City Manager	Category: Consent Agenda
		
<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented.		
<u>Motion for Consideration</u> Motion to approve the minutes as presented.		
<u>Summary</u> The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration.		
<u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended.		
<u>Fiscal Impact</u> None.		
Attachments: 1. Minutes - Draft		

CITY OF KENNEWICK
CITY COUNCIL REGULAR MEETING
December 2, 2025

CITY COUNCIL PRESENT:

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

Brad Klippert, *Councilmember*
Jim Millbauer, *Councilmember*
John Trumbo, *Councilmember*

CITY STAFF PRESENT:

Erin Erdman, *City Manager*
Cary Roe, *Deputy City Manager*
Laurencio Sanguino, *City Attorney*
Chris Guerrero, *Police Chief*
Michael Heffner, *Fire Chief*
Jeremy Lustig, *Deputy Public Works Director*
Jessica Platt, *Finance Director*

Anthony Muai, *Planning Director*
Steve Donovan, *Planning Manager*
Krystal Johnston, *City Clerk*
Dylan Doremus, *Deputy City Clerk*
Chad Crouch, *Executive Services Director*
Isaac Merkl, *Police Commander*
Jillian Henze, *PIO/Marketing Supervisor*

GUEST PRESENTER

Kevin Lewis, *President/CEO, Visit Tri-Cities*

1. CALL TO ORDER

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

Mr. Doremus stated all councilmembers were in attendance and that a quorum was established.

Councilmember Klippert led the Pledge of Allegiance.

Doug Heric provided the invocation.

2. VISITORS:

A visitor addressed bikini baristas near schools.

A visitor addressed government funding and supporting small businesses.

A visitor addressed the use of Flock cameras.

3. APPROVAL OF AGENDA

Mayor Pro Tem Torelli pulled item 4.g., Contract: AXON Contract Amendment Approval and Budget Authority from the Consent Agenda.

MOTION: Mayor Pro Tem Torelli moved to move New Business after the Consent Agenda.

SECOND: Councilmember Millbauer

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0)

4. CONSENT AGENDA

MOTION:	Mayor Pro Tem Torelli moved to approve the consent agenda as amended.
SECOND:	Councilmember Trumbo.
VOTE:	The motion passed unanimously (7-0)

- a. **Meeting Minutes: November 18, 2025, City Council Regular Meeting**
Motion to approve the minutes as presented.
- b. **Meeting Minutes: November 25, 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 October 2025 in the amount of \$1,396,323.78 comprised of check numbers 28623-28737 in the amount of \$236,299.73 and electronic transfers in the amount of \$1,159,963.21.
- d. **Claims Roster: Columbia Park Golf Course Account**
Motion to approve the Claims Roster for the Columbia Park Golf Course Account for October 2025 in the amount of \$69,934.93 consisting of check numbers 2975-2980 and 3000-3018 in the amount of \$22,657.49 and electronic transfers in the amount of \$47,277.44.
- e. **Payroll Roster: For the Pay Period Ending 11/15/2025**
Motion to approve the payroll roster for the pay period ending 11/15/2025.
- f. **Approval of 2026 Lodging Tax Advisory Committee (LTAC) Recommendations**
Motion to approve the 2026 lodging tax funding recommendations as submitted by the City's Lodging Tax Advisory Committee (LTAC).

6. NEW BUSINESS

4. g. **Contract: AXON Contract Amendment Approval and Budget Authority**
Chief Guerrero provided a staff report and answered Council's questions.

MOTION:	Mayor Pro Tem Torelli moved to approve the contract amendment as presented and authorize funding.
SECOND:	Councilmember Millbauer
DISCUSSION:	Council commented on the merits of the contract and the process to approve it.
VOTE:	The motion passed unanimously (7-0)

6. a. **Presentation: 2026 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan**
Mr. Lewis provided a detailed report and answered Council's questions.

MOTION:	Councilmember Millbauer moved to approve the 2026 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan.
SECOND:	Mayor Pro Tem Torelli
DISCUSSION:	None.
VOTE:	The motion passed unanimously (7-0)

MOTION:	Mayor Pro Tem Torelli moved to approve the 2026 reserve fund request as presented.
SECOND:	Councilmember Millbauer
DISCUSSION:	None.
VOTE:	The motion passed unanimously (7-0)

5. ORDINANCES & RESOLUTIONS

a. Ordinance Docket: Housekeeping Code Updates Pertaining to Citywide Fee Schedules

Mayor Crawford explained all matters listed within the ordinance docket were distributed to each member of the Kennewick City Council for reading and study, are considered to be routine, and may be enacted by one motion of the Council. She advised that following the staff report, Council could request additional information or speak to any of the ordinances under the docket. She further explained that a Councilmember opposed to one or more ordinance, could strike that item from the docket for separate consideration and vote.

Mr. Doremus read each of the ordinance titles into the record as listed below:

5.a.1 AN ORDINANCE RELATING TO LATECOMERS REIMBURSEMENT AGREEMENTS AND AMENDING SECTION 5.60.060 OF THE KENNEWICK MUNICIPAL CODE

5.a.2 AN ORDINANCE RELATING TO LATECOMERS REIMBURSEMENT AGREEMENT FOR LOTS DEVELOPED PRIOR TO 1995 AND AMENDING SECTION 5.64.070 OF THE KENNEWICK MUNICIPAL CODE

5.a.3 AN ORDINANCE RELATING TO MASSAGE AND REFLEXOLOGY SERVICES AND AMENDING SECTION 6.37.050 OF THE KENNEWICK MUNICIPAL CODE

5.a.4 AN ORDINANCE RELATING TO SECURITY SYSTEMS AND AMENDING SECTION 6.60.042 OF THE KENNEWICK MUNICIPAL CODE

5.a.5 AN ORDINANCE RELATING TO USE OF PUBLIC WATER SYSTEMS AND AMENDING SECTION 14.03.090 OF THE KENNEWICK MUNICIPAL CODE

5.a.6 AN ORDINANCE RELATING TO WATER METERS AND AMENDING SECTION 14.12.040 OF THE KENNEWICK MUNICIPAL CODE

5.a.7 AN ORDINANCE RELATING TO KENNEWICK PRETREATMENT ACT AND AMENDING SECTION 14.23.140 OF THE KENNEWICK MUNICIPAL CODE

Ms. Platt provided a staff report, explaining that these ordinances clean the code up to refer to the Master Fee Schedule. No questions raised.

Mayor Crawford inquired if Council wished to pull any ordinance from the docket. None were pulled.

MOTION:	Mayor Pro Tem Torelli moved to approve the housekeeping fee update ordinance docket as presented (docket items 5.a.1 through 5.a.7).
SECOND:	Councilmember Millbauer
DISCUSSION:	None.
VOTE:	The motion passed unanimously (7-0)

The Deputy City Clerk assigned the ordinance numbers listed below.

- 5.a. 1 Ordinance 25-6148: Updating Latecomers Reimbursement Agreement Processing Fees, Amending KMC 5.60.060
- 5.a. 2 Ordinance 25-6149: Updating Sewer Area Charge Processing Fees Relating to Latecomers Reimbursement Agreements, Amending KMC 5.64.070
- 5.a. 3 Ordinance 25-6150: Updating Fees Relating to Massage and Reflexology Services, Amending KMC 6.37.050
- 5.a. 4 Ordinance 25-6151: Updating Fees Relating to Security Systems, Amending KMC 6.60.042
- 5.a. 5 Ordinance 25-6152: Updating Fees Relating to Use of Public Water Systems, Amending KMC 14.03.090
- 5.a. 6 Ordinance 25-6153: Updating Fees Relating to Water Meters, Amending KMC 14.12.040
- 5.a. 7 Ordinance 25-6154: Updating Fees Relating to Kennewick Pretreatment Act, Amending KMC 14.23.140

b. Resolution 25:17: 2026 Master Fee Schedule Updates

Ms. Platt provided a staff report. Ms. Platt explained this is the second phase of the implementation of the Master Fee Schedule and reiterated that this simply cleans the code up. No questions raised.

MOTION: Mayor Pro Tem Torelli moved to adopt the resolution as presented.

SECOND: Councilmember Anderson

DISCUSSION: None

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

The Deputy City Clerk assigned Resolution No. 25-17.

c. Ordinance Docket: Community Planning KMC Updates Pertaining to Titles 17 and 18 for Co-Living Housing

Mayor Crawford explained all matters listed within the ordinance docket were distributed to each member of the Kennewick City Council for reading and study, are considered to be routine, and may be enacted by one motion of the Council. She advised that following the staff report, Council could request additional information or speak to any of the ordinances under the docket. She further explained that a Councilmember opposed to one or more ordinance, could strike that item from the docket for separate consideration and vote.

Mr. Doremus read each of the ordinance titles into the record as listed below:

5.c.1 AN ORDINANCE RELATING TO DEFINITIONS AND ADDING SECTION 18.09.415 OF THE KENNEWICK MUNICIPAL CODE

5.c.2 AN ORDINANCE RELATING TO DESIGN AND CONSTRUCTION AND AMENDING SECTION 17.20.010 OF THE KENNEWICK MUNICIPAL CODE

5.c.3 AN ORDINANCE RELATING TO DEFINITIONS AND REPEALING SECTION 18.09.260 OF THE KENNEWICK MUNICIPAL CODE

5.c.4 AN ORDINANCE RELATING TO DEFINITIONS AND AMENDING SECTION 18.09.1350 OF THE KENNEWICK MUNICIPAL CODE

5.c.5 AN ORDINANCE RELATING TO DEFINITIONS AND REPEALING SECTION 18.09.1860 OF THE KENNEWICK MUNICIPAL CODE

5.c.6 AN ORDINANCE RELATING TO DEFINITIONS AND REPEALING SECTION 18.09.1865 OF THE KENNEWICK MUNICIPAL CODE

5.c.7 AN ORDINANCE RELATING TO DEFINITIONS AND AMENDING SECTION 18.09.2085 OF THE KENNEWICK MUNICIPAL CODE

5.c.8 AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS AND AMENDING SECTION 18.12.010 A.1 OF THE KENNEWICK MUNICIPAL CODE

5.c.9 AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS AND AMENDING SECTION 18.12.010 A.2 OF THE KENNEWICK MUNICIPAL CODE

5.c.10 AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS AND REPEALING SECTION 18.12.190 OF THE KENNEWICK MUNICIPAL CODE

5.c.11 AN ORDINANCE RELATING TO OFF-STREET PARKING AND AMENDING SECTION 18.36.060 OF THE KENNEWICK MUNICIPAL CODE

Mr. Donovan provided a staff report, explaining that these ordinances clean up the KMC regarding Co-Living Housing. No questions raised.

Mayor Crawford inquired if Council wished to pull any ordinance from the docket. None were pulled.

MOTION: Mayor Pro Tem Torelli moved to approve the co-living housing ordinance docket as presented (docket items 5.c.1 through 5.c.11).

SECOND: Councilmember Millbauer

DISCUSSION: None.

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

The Deputy City Clerk assigned the ordinance numbers listed below.

- 5.c. 1 Ordinance 25-6155: Add Section 18.09.415 - Co-Living Housing to the KMC
- 5.c. 2 Ordinance 25-6156: Remove the Reference to Rowhouses in KMC 17.20.010(4)(e).
- 5.c. 3 Ordinance 25-6157: Repeal KMC Section 18.09.260 - Boarding House
- 5.c. 4 Ordinance 25-6158: Amend KMC Section 18.09.1350 Multi-Family Residential Development
- 5.c. 5 Ordinance 25-6159: Repeal KMC Section 18.09.1860 - Rooming House
- 5.c. 6 Ordinance 25-6160: Repeal KMC Section 18.09.1865 Rowhouse
- 5.c. 7 Ordinance 25-6161: Amend KMC Section 18.09.2085 – Townhouse
- 5.c. 8 Ordinance 25-6162: Amend KMC Section 18.12.010 A.1 - Residential Use Table
- 5.c. 9 Ordinance 25-6163: Amend KMC Section 18.12.010 A.2 Table of Residential Site Development Standards
- 5.c. 10 Ordinance 25-6164: Repeal KMC Section 18.12.190 - Rooming Houses and Boarding Houses
- 5.c. 11 Ordinance 25-6165: Amend KMC Section 18.36.060 - Specific Parking Requirements

7. COUNCIL COMMENTS/DISCUSSION:

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

8. CONCLUSION: Mayor Crawford concluded the meeting at 8:10 p.m.

DRAFT

Dylan Doremus
Deputy City Clerk

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

<https://kennewickwa.new.swagit.com/videos/362507>

Council Agenda Coversheet	Item Number: 4.b. Date: 12/16/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Meeting Minutes: December 9, 2025, City Council Workshop Department: City Manager	
<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the minutes as presented. <u>Summary</u> The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration. <u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Minutes - Draft		

CITY OF KENNEWICK
CITY COUNCIL WORKSHOP
December 9, 2025

CITY COUNCIL PRESENT:

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

Brad Klippert, *Councilmember*
Jim Millbauer, *Councilmember (Zoom)*
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*
John Cowling, *Public Works Director*

Anthony Muai, *Planning Director*
Jessica Platt, *Finance Director*
Chad Crouch, *Executive Services Director*
Krystal Johnston, *City Clerk*
Dylan Doremus, *Deputy City Clerk*
Jason Keil, *Police Commander*

GUEST PRESENTERS:

Briahna Murray, *State Lobbyist*
April Connors, *State Representative*

Matt Boehnke, *State Senator*
Stephanie Barnard, *State Representative*

CALL TO ORDER. Mayor Crawford called the meeting to order at 5:30 p.m. Mayor Crawford called roll; all Councilmembers were present with the exception that Councilmember Millbauer was attending by Zoom and Councilmember Anderson was running behind Schedule. Councilmember Anderson arrived at 5:32pm.

1. Legislative Roundtable with State Legislators: Ms. Erdman, Mr. Crouch, Mr. Sanguino, Ms. Platt, Mr. Cowling, provided a staff report alongside Ms. Murry to discuss funding requests, policy discussion, and appreciation for previous funding with the State Legislators. Senator Boehnke was noted to be running behind and arrived at 6:10pm. Councilmembers provided questions to the State Representatives and Senator Boehnke. City Staff and State Legislators provided answers to all questions.

CONCLUSION. Mayor Crawford concluded the meeting at 7:02 p.m.

DRAFT

Dylan Doremus
Deputy City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:
<https://kennewickwa.new.swagit.com/videos/363191>

Council Agenda Coversheet	Item Number: 4.c. Date: 12/16/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Meeting Cancellation: December 23, 2025, City Council Workshop Department: City Manager	
<u>Recommendation</u> Staff recommends Council cancel the workshop meeting. <u>Motion for Consideration</u> Motion to cancel the December 23, 2025, City Council Workshop. <u>Summary</u> The City Council meeting schedule includes a workshop meeting on December 23, 2025. However, there are no topics to consider at this time. Therefore, staff recommends canceling the meeting. The next workshop meeting is scheduled for January 13, 2026. <u>Alternatives</u> There are no feasible alternatives. <u>Fiscal Impact</u>		
<u>Attachments:</u> None		

Council Agenda Coversheet 	Item Number: 4.d. Date: 12/16/2025 Item Type: General Business Item Subject: Proclamations: Approval of 2026 List of Ceremonial Proclamations Department: City Manager	Category: Consent Agenda
<u>Recommendation</u> The City Clerk recommends approving the 2026 ceremonial proclamations as presented. <u>Motion for Consideration</u> Motion to approve the 2026 proclamation list as presented. <u>Summary</u> In accordance with Chapter 2, Section C.14(d)(1) of the Governance Coordination Manual, the City Clerk is tasked with preparing an annual list of ceremonial proclamations for the Council's review and approval. These proclamations should not address political issues, ideological or religious beliefs, international diplomacy, personal convictions, or profit-driven entities, with the exception of events organized by the Tri-Cities Regional Chamber of Commerce, Port of Kennewick, or the Historic Downtown Kennewick Partnership. The City Clerk has assembled a list that includes national days of celebration and other notable events for the Council's evaluation. Upon approval, proclamations will be issued and signed by both the Mayor and the City Clerk, with recipients receiving their proclamations during a regular Council meeting or at a ceremonial event. The annual list is permissive rather than mandatory. If an organization or sponsor does not respond to coordination efforts to accept the proclamation or fails to provide the necessary information, the City Clerk will cease efforts to issue the proclamation. The majority of the list encompasses ceremonial proclamations issued in 2025. Three new proclamations have been requested: 1. Economic Development Appreciation Week. Every May, a week is set aside to honor the influence of economic development on communities. The International Economic Development Council designates a specific theme each year, and the proclamation will be presented to the Economic Development Director of the City of Kennewick. This proclamation was requested by the Kennewick Community Planning Department. 2. Fire Prevention Week. Each September, a proclamation will officially launch the Kennewick Fire Department's public outreach initiative aimed at enhancing fire safety within our community. The Kennewick Fire Department has requested this proclamation. 3. GEAR UP Washington. Each September, the Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) proclamation will raise awareness about a federal initiative from the Department of Education, which is managed by WSU Tri-Cities. GEAR UP is a federally funded program designed to assist middle and high school students in preparing for successful post-secondary education. This program supports students at Kamiakin, Kennewick, and Southridge High Schools. For more information, please visit their website: WSU Tri-Cities GEAR UP. This proclamation was requested by Rebecca Dahl, Fiscal Specialist at WSU Tri-Cities. <u>Alternatives</u> Council may amend the list by adding new proclamations or striking suggested proclamations. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. List		

2026 Ceremonial Proclamations - Tentative Pending Council Consideration

Recurring Proclamations & Events *(Previously approved by City Council)*

Type	Item	Liaison or Dept	Timing	Notes/Comments
Proclamation	National Mentoring Month	City Clerk	January	Typically presented to Big Bro Joe
Proclamation	Arbor Day	Parks	April	Presented to Parks Commission
Proclamation	Firefighter's Day	Fire	April	2 nd meeting
Proclamation	Building Safety Month	Planning	April	1 st meeting
Proclamation	Municipal Clerk's Week	City Clerk	May	1 st meeting
Proclamation	Police Week	Police	May	1 st meeting
Proclamation	Public Service Recognition Week	City Clerk	May	1 st meeting presented to volunteer from area public agencies
Proclamation	EMS/Paramedics Week	Fire	May	2 nd meeting
Proclamation	Public Works Week	Public Works	May	2 nd meeting
Proclamation	Parks & Recreation Month	Parks	July	1 st meeting
Proclamation	Attendance Awareness Month	City Clerk	August	2 nd meeting
Proclamation	Community Planning Month	Planning	October	1st meeting
Proclamation	Day of the Girl	City Clerk	October	1st meeting presented to Girl Scouts
Proclamation	Extra Mile Day	City Clerk	November	1 st meeting presented to citizen identified by staff as going the extra mile over the course of the year.
Proclamation	Small Business Saturday	Economic Development	November	2 nd meeting - presented to Historic Downtown Kennewick Partnership
Proclamation	Wreaths Across America Day	City Clerk	December	Typically presented in mid December at community ceremony.

Requested Proclamations & Events *(Pending Approval)*

Type	Item	Liaison or Dept	Timing	Notes/Comments
Proclamation	Economic Development Appreciation	Planning	May	2nd Meeting - presented to Economic Development Director
Proclamation	GEAR UP Washington	City Clerk	September	2nd Meeting; Rebecca Dahl (rebecca.dahl@wsu.edu) https://tricity.wsu.edu/gearup/
Proclamation	Fire Prevention Week	City Clerk	September	2nd Meeting; presented to KFD Chief

Council Agenda Coversheet	Item Number: 4.e. Item Type: General Business Item Subject: Claims Roster: November 2025 Department: Finance	Date: 12/16/2025 Category: Consent Agenda						
								
<u>Recommendation</u> Staff recommends Council approve the Claims Roster for November 2025.								
<u>Motion for Consideration</u> Motion to approve the Claims Roster for November 2025 in the amount of \$9,441,409.98 comprised of electronic payments and check numbers 321771-322144.								
<u>Summary</u> The purchasing card detail is provided in a separate report following the claims roster. The payments on this Claims Roster are comprised of the following issuances during the period 11/1/2025-11/30/2025: <table data-bbox="103 753 883 869"><tr><td>Check numbers 321771:322144</td><td>\$5,246,493.30</td></tr><tr><td>Electronic payments (EFT):</td><td>\$4,194,916.68</td></tr><tr><td>Total</td><td>\$9,441,409.98</td></tr></table>			Check numbers 321771:322144	\$5,246,493.30	Electronic payments (EFT):	\$4,194,916.68	Total	\$9,441,409.98
Check numbers 321771:322144	\$5,246,493.30							
Electronic payments (EFT):	\$4,194,916.68							
Total	\$9,441,409.98							
<u>Alternatives</u> None.								
<u>Fiscal Impact</u> \$9,441,409.98								
Attachments: 1. Claims Roster								

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
Fund 001				
000 - Fund Activity				
EFT	11/03/2025	70239 STATE OF WASH DEPT OF REVENUE	LEASEHOLD TAX QTR 3	\$3,682.49
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$130.84
322049	11/25/2025	99992 CIVIC REC REFUNDS	REFUND REQUEST- 97486807	\$700.00
322050	11/25/2025	99992 CIVIC REC REFUNDS	REFUND REQUEST- 97660702	\$30.00
322051	11/25/2025	99992 CIVIC REC REFUNDS	REFUND REQUEST- 97496440	\$100.00
322052	11/25/2025	99992 CIVIC REC REFUNDS	REFUND REQUEST- 97415911	\$250.00
000 - Fund Activity Subtotal:				\$4,893.33
011 - City Council				
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$240.06
011 - City Council Subtotal:				\$240.06
012 - City Manager				
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$193.53
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$448.00
012 - City Manager Subtotal:				\$641.53
023 - Recreation Services				
EFT	11/03/2025	70016 U.S. BANK	MERCHANT FEES	\$6,638.96
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$790.74
321777	11/14/2025	5911 AMERICAN BUILDING MAINTENANCE	SCRUB FLOOR	\$157.08
321816	11/14/2025	100 CITY OF RICHLAND	2025 JOINT MEETING FEE	\$144.00
321833	11/14/2025	3632 DANCE CONNECTION	FALL DANCE CONNECTION INSTRUCTION	\$551.60
321918	11/14/2025	8250 MOSES LAKE MENS SOFTBALL	UMPIRE FEES FOR OCTOBER 13 - 16, 2025	\$350.00
321921	11/14/2025	7969 MUSTANG SIGN GROUP, WANG ENTERPRISES	SOUTHRIDGE HIGHWAY PYLON SIGN SERVICE	\$739.84
321932	11/14/2025	149 ORIGIN BRAND MERCH	2026 YOUTH BASKETBALL REVERSIBLE JERSEYS	\$13,702.01
321995	11/14/2025	3564 US LINEN AND UNIFORM	EXTRA MATS FOR EVENT	\$69.58
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$191.90
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$145.00
322065	11/26/2025	93 BENTON FRANKLIN DISTRICT, HEALTH	NUMERICA PAVILION CAFE HEALTH PERMIT	\$300.00
023 - Recreation Services Subtotal:				\$23,780.71
024 - Facilities Maintenance				
321774	11/14/2025	8623 ACE SALES & SERVICE INC	PORTABLE TOILET FOR CIVIC K4	\$498.78
321776	11/14/2025	1150 ALEJANDRO MENDOZA	REIMBURSEMENT FOR PESTICIDE LICENSE	\$25.00
321777	11/14/2025	5911 AMERICAN BUILDING MAINTENANCE	SERVICE - NOV.	\$3,213.83
321783	11/14/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	WASH CONDENSER COILS RTU 2	\$379.70

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321784	11/14/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2025 HVAC MAINT OCTOBER	\$7,992.57
321787	11/14/2025	4063 ARTISTIC TREEWORX, HOWARD ANTHON MADSEN	TREE EVALUATION OF BOB OLSON	\$2,393.60
321788	11/14/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM - LEVI CONNER	\$1,743.97
321792	11/14/2025	4052 BATTERIES PLUS	FOR BATTERY BACK UP FOR LIGHTING	\$369.81
321845	11/14/2025	5426 EWING IRRIGATION PRODUCTS, INC	ICE MELT FOR SNOW REMOVAL	\$1,577.22
321851	11/14/2025	9237 FIKES NORTHWEST CORP	SCENT	\$403.52
321854	11/14/2025	409 FRONTIER FENCE INC	TROLLEYS FOR EAST GATE	\$218.02
321862	11/14/2025	1775 GRAINGER	US FLAG FOR COLUMBIA PARK VETERANS MEMORIAL	\$444.17
321873	11/14/2025	6626 HELSLEY, DANIEL	JEANS (\$156.65 LEFT AVAILABLE TO REIMB)	\$156.65
321875	11/14/2025	2708 HERC RENTALS INC, HERTZ EQUIPMENT RENTAL	2025 FALL COMPRESSOR RENTALS FOR PARKS/FAC BLOWOUT	\$1,902.25
321876	11/14/2025	8977 HERITAGE PROF LANDSCAPING INC	LANDSCAPING 3 RIVERS CONVENTION	\$14,515.01
321881	11/14/2025	303 INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - 2025	\$13,611.00
321892	11/14/2025	78 KENNEWICK INDUSTRIAL & ELEC	P-TRAP WO# 25751	\$2,408.60
321900	11/14/2025	10534 LIBERTY LAWN AND SAW SHOP	GAS POWERED BLOWER /VACS FOR LEEVES CLEAN UP	\$469.56
321907	11/14/2025	8626 MCDONALD & ASSOCIATES, DBA MCDONALD EXCAVATING	TOP SOIL REFILL AND RIVER ROCK FOR PUMP TRACK	\$1,125.42
321913	11/14/2025	484 MILNE NAIL,POWER TOOL & REPAIR	REPLACE A BURNT UP 18V DRILL	\$498.93
321922	11/14/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	OIL FOR AIR COMPRESSOR	\$18.87
321941	11/14/2025	241 PERFORMANCE SYSTEMS INTEGRATION	EXTINGUISHERS	\$401.47
321942	11/14/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	TIMERS FOR FANS - FRONT RESTROOMS	\$618.63
321948	11/14/2025	957 RANCH & HOME INC	CHAINSAW BAR OIL	\$104.43
321961	11/14/2025	7555 SHERWIN-WILLIAMS COMPANY	PAINT FOR COLUMBIA PARK	\$514.05
321987	11/14/2025	6270 TRI-CITY SIGN & BARRICADE	SLEEVE AND ADA RESTROOM SIGNS FOR SCOTT PARK	\$156.40
321994	11/14/2025	1046 FRANK URIBE	TREE TRIMMING COLUMBIA PARK	\$22,978.56
321995	11/14/2025	3564 US LINEN AND UNIFORM	LINEN SERVICE-OCT	\$508.97
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$1,202.91
322009	11/14/2025	1035 WASHINGTON HARDWARE AND, FURNITURE CO	ZIP TIES FOR SIGNS AT PUMP TRACK	\$17.39
322015	11/14/2025	398 RENTOKIL NORTH AMERICA INC	PEST CONTROL	\$1,233.78
322024	11/20/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2025 HVAC MAINT NOVEMBER	\$6,234.63
322025	11/20/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	UNIFORM ORDER- B06	\$56.53
322028	11/20/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$14,136.20
322029	11/20/2025	749 BUILDERS HARDWARE & SUPPLY CO	DOOR CLOSERS AND LOCKSET PARTS FOR STOCK	\$2,842.76
322033	11/20/2025	7711 CULLIGAN WATER CONDITIONING	BOTTLE WATER FOR EDISON SHOP	\$45.70
322034	11/20/2025	86 FERGUSON ENTERPRISES INC	AUTO DRAIN	\$71.18
322037	11/20/2025	78 KENNEWICK INDUSTRIAL & ELEC	PARTS FOR AUTO DRAIN	\$344.95
322040	11/20/2025	2254 MCMASTER-CARR SUPPLY COMPANY	CONNECTORS FOR FACILITIES	\$1,141.01

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322043	11/20/2025	241	PERFORMANCE SYSTEMS INTEGRATION	EXTINGUISHERS \$54.40
322044	11/20/2025	5112	FIRE PROTECTION SERVICE CORPORATION	CITY HALL - 112317 \$755.65
322055	11/26/2025	8623	ACE SALES & SERVICE INC	PORTABLE TOILETS SCOTT PARK FOR RENTALS ON BALL F \$418.50
322059	11/26/2025	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	NEW FANS FOR RTU 1 \$3,948.96
322061	11/26/2025	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	SCREENPRINT/EMBROIDERY OE CLOTHING DAMIEN WRIGHT \$259.86
322066	11/26/2025	84	BENTON PUD NO. 1	ELECTRICITY \$15,375.62
322073	11/26/2025	1332	COFFEY REFRIGERATION	FREEZER REPAIR 2 UNITS \$870.40
322078	11/26/2025	7711	CULLIGAN WATER CONDITIONING	DRINKING WATER FOR WATER COOLERS \$26.26
322086	11/26/2025	8774	FASTENAL COMPANY	RIVITS TO ADD HASP TO EVIDENCE LOCKER \$225.59
322090	11/26/2025	1775	GRAINGER	ICE MELT SPREADER FOR NOW REMOVAL TRUCK MOUNT \$4,252.89
322091	11/26/2025	4759	GRIGG ENTERPRISES INC, ACE HARDWARE	GFCI AND SWEEPS FOR STOCK \$281.28
322093	11/26/2025	2708	HERC RENTALS INC, HERTZ EQUIPMENT RENTAL	2025 FALL COMPRESSOR RENTALS FOR PARKS/FAC BLOWOUT \$842.43
322094	11/26/2025	8977	HERITAGE PROF LANDSCAPING INC	MAINT CENTRAL GARDEN \$7,740.04
322098	11/26/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	KCC WINDOWS \$610.00
322101	11/26/2025	6917	KELLER SUPPLY COMPANY	DRINKING FOUNTAIN \$202.44
322102	11/26/2025	78	KENNEWICK INDUSTRIAL & ELEC	IRRIGATION REPAIR PARTS \$675.90
322114	11/26/2025	5262	OVERHEAD DOOR COMPANY, OF TRI-CITIES	RESET LIMITS AND NEW MASTER LINK \$489.13
322117	11/26/2025	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	EXIT LIGHTS - STOCK \$876.91
322119	11/26/2025	957	RANCH & HOME INC	SPRAY PAINT FOR GRAFFITI \$17.39
322139	11/26/2025	1046	FRANK URIBE	TREE TRIMMING OF COLUMBIA PARK \$39,657.60
				024 - Facilities Maintenance Subtotal: \$184,157.28
026 - Economic Development				
322002	11/14/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES \$38.38
				026 - Economic Development Subtotal: \$38.38
032 - Accounting				
321779	11/14/2025	1209	AMY MICHAEL	REIMB FOR SHIPPING LAPTOP TO COK \$21.55
321801	11/14/2025	5736	BOWMAN CONSULTING GROUP LTD	INDIRECT COST ALLOCATION PLAN \$3,615.00
321950	11/14/2025	1314	REHN & ASSOCIATES, INC.	COBRA NOTICES FOR DENTAL COVERAGE \$28.00
322002	11/14/2025	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES \$38.38
322140	11/26/2025	976	WA STATE AUDITOR'S OFFICE	10/25 ACCOUNTABILITY AUDIT \$10,911.50
				032 - Accounting Subtotal: \$14,614.43
033 - Human Resources				
321821	11/14/2025	1682	COLUMBIA FITNESS SYSTEMS	FROST GYM PM \$272.00
321827	11/14/2025	1104	CRISTINA TEMPLETON	TRVL REIMB-AWC MEMBER EXPO \$265.60
321884	11/14/2025	1192	JACK NEIMAN-KIMEL	REIMBURSEMENT FOR KENNEWICK FIRE CHIEF CANDIDATE \$1,702.82

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321906	11/14/2025	1195 MARLON SHAWN WATKINS	REIMBURSEMENT FOR KENNEWICK FIRE CHIEF CANDIDATE	\$2,541.86
321923	11/14/2025	1030 NAVIA BENEFIT SOLUTIONS, CLIENT PAY		\$688.00
321974	11/14/2025	370 SUMMIT LAW GROUP, PLLC		\$999.00
321982	11/14/2025	1196 THOMAS H HATLEY	REIMBURSEMENT FOR KENNEWICK FIRE CHIEF CANDIDATE	\$523.16
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$115.14
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$362.55
				033 - Human Resources Subtotal:
				\$7,470.13
034 - Civil Service				
321855	11/14/2025	919 FRONTLINE MEDICAL PLLC		\$2,460.00
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$115.14
				034 - Civil Service Subtotal:
				\$2,575.14
035 - Customer Service				
EFT	11/03/2025	70016 U.S. BANK	MERCHANT FEES	\$36,505.43
321915	11/14/2025	868 MIRIAM TECHNOLOGIES INC	LIEN SEARCH SERVICES	\$1,289.29
321947	11/14/2025	266 QUADIENT LEASING USA INC	NEOPOST LEASE	\$654.80
321997	11/14/2025	1298 US POSTAL SERVICE, (NEOPOST POSTAGE-ON-CALL)	REPLENISH POSTAGE MACHINE FUNDS	\$8,000.00
				035 - Customer Service Subtotal:
				\$46,449.52
036 - Code Enforcement				
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$144.42
322026	11/20/2025	9813 B-F JUVENILE JUSTICE CTR	GRAFFITI ABATEMENT PROGRAM	\$3,286.92
				036 - Code Enforcement Subtotal:
				\$3,431.34
042 - City Attorney				
321853	11/14/2025	80 BUSINESS INTERIORS OF IDAHO	DESK FOR NEW OFFICE SPACE - PUBLIC RECORDS OFFICER	\$2,455.42
321946	11/14/2025	3467 PRONTO PROCESS SERVICE, INC	MONTHLY COURIER SERVICE - OCT 2025	\$52.50
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$180.66
322014	11/14/2025	853 WEST GROUP PAYMENT CENTER	LIBRARY PLAN - NOVEMBER 2025	\$3,000.71
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$532.60
322071	11/26/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHREDDING SERVICE	\$39.64
				042 - City Attorney Subtotal:
				\$6,261.53
051 - City Clerk				
321796	11/14/2025	34 BENTON COUNTY AUDITOR	RECORDING FEE FOR OUA AT 9039 N CENTER PARKWAY	\$307.50
321797	11/14/2025	34 BENTON COUNTY AUDITOR	RECORDING FEE FOR OUA AT 9053 N CENTER PARKWAY	\$307.50
322064	11/26/2025	34 BENTON COUNTY AUDITOR	RECORDING FEE FOR OUA AT 5619 W VICTORIA AVE.	\$307.50
				051 - City Clerk Subtotal:
				\$922.50
053 - Purchasing				

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322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$38.38
				053 - Purchasing Subtotal:
				\$38.38
054 - Information Technology				
321888	11/14/2025	691 JUSTFOIA INC	JUSTFOIA ANNUAL RENEWAL	\$11,797.28
321927	11/14/2025	850 NOVACOAST	TROUBLESHOOTING NETIQ LDAP ISSUE	\$200.00
321963	11/14/2025	8210 SMARSH INC	NET GUARD	\$1,778.95
321965	11/14/2025	7970 SOFTWAREONE INC	VISUAL STUDIO RENEWAL 2025-2026	\$1,186.63
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$949.45
322069	11/26/2025	8295 CENTURYLINK	PS/ALI - ALI/SR PER 100 REC	\$13.40
322072	11/26/2025	8131 CIVICPLUS, ICON ENTERPRISES INC	25-26 CIVICCLERK ANNUAL MAINTENANCE	\$20,821.66
322135	11/26/2025	8 TELCO WIRING & REPAIR INC	CITY INTERNET/WAN CHARGES	\$5,993.00
				054 - Information Technology Subtotal:
				\$42,740.37
060 - Planning Revenues				
322023	11/20/2025	99991 PERMIT REFUNDS	PERMIT REFUND SPA-2025-0051	\$623.00
				060 - Planning Revenues Subtotal:
				\$623.00
062 - Planning				
321894	11/14/2025	399 KOTTKAMP, YEDINAK, ESWORTHY, PLLC	10/13/2025 HEARING EXAMINER: VAR-2025-0002	\$800.00
321904	11/14/2025	1073 MAKERS ARCHITECTURE AND URBAN DESIGN LLP	CONTRACT #25-002 KENNEWICK COMP PLAN 10/31/25 SERV	\$19,978.08
321985	11/14/2025	3265 TRANSP0 GROUP, TRANSP0 GROUP USA INC	P2511 CONSULTANT INVOICE	\$10,578.75
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$1,014.20
322136	11/26/2025	172 THE TRI-CITY HERALD	LEGAL PUBLISH:DCA-2025-0005 NOA/NOPH/ED 2025-0013	\$788.60
				062 - Planning Subtotal:
				\$33,159.63
070 - Police Revenues				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$37.22
322053	11/25/2025	99994 CPL REFUNDS	CPL REFUND REQUEST-007538-0003	\$49.25
				070 - Police Revenues Subtotal:
				\$86.47
071 - KPD-Administration				
321812	11/14/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICE - OCTOBER 2025	\$319.04
321867	11/14/2025	9593 GUERRERO, CHRISTOPHER	TRVL REIMB-OCT 17-22 CHIEFS OF POLICE CONFERENCE	\$2,259.20
321897	11/14/2025	2280 LANGUAGE LINE SERVICES, INC	INTERPRETATION SERVICES	\$1,204.42
321955	11/14/2025	619 RYAN YATES	PRE-EMPLOYMENT POLYGRAPH EXAM	\$600.00
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$449.00
				071 - KPD-Administration Subtotal:
				\$4,831.66
072 - KPD-Criminal Investigation				
321771	11/13/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$7,163.73

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321809	11/14/2025	5662 CELLEBRITE INC	INSEYETS SUBSCRIPTION	\$3,173.98
321874	11/14/2025	3998 HENRY, REBECCA	TRVL REIMB 10/2025-ICAC	\$77.20
321880	11/14/2025	1019 INTERACTIVE DATA, LLC	PEOPLE SEARCH	\$217.12
321898	11/14/2025	5804 LEADSONLINE LLC	POWERPLUS INVESTIGATION SYSTEM	\$10,935.49
321910	11/14/2025	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$81.60
321971	11/14/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$110.45
322110	11/26/2025	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$81.60
072 - KPD-Criminal Investigation Subtotal:				\$21,841.17
073 - KPD-Patrol				
321790	11/14/2025	3649 AXON ENTERPRISE INC	VEHICLE POLICE CAMERA SYSTEM FOR PD TRAFFIC F150	\$5,993.64
321802	11/14/2025	1213 BRIAN ENNEN	TOW REIMBURSEMENT	\$599.83
321832	11/14/2025	591 DANA SAFETY SUPPLY	PATROL LT VEHICLE SUPPLIES	\$1,779.39
321910	11/14/2025	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$1,305.60
321980	11/14/2025	10971 THE BUNKER	BALLISTICS VEST	\$7,055.82
322004	11/14/2025	1433 W A S P C - WA ASSOC SHERIFF, & POLICE CHIEFS	ASSOCIATE DUES	\$75.00
322005	11/14/2025	971 WA CRIMINAL JUSTICE, TRAINING COMMISSION	CHILD ABUSE INVESTIGATION TRAINING	\$55.10
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$1,214.70
322110	11/26/2025	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$263.84
073 - KPD-Patrol Subtotal:				\$18,342.92
074 - KPD-Staff Services				
321971	11/14/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$1,093.55
322010	11/14/2025	1033 WASHINGTON STATE PATROL	CPL BACKGROUND CHECKS	\$624.00
322131	11/26/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$224.24
074 - KPD-Staff Services Subtotal:				\$1,941.79
075 - KPD-Intergovernmental				
321795	11/14/2025	14 BENTON COUNTY	KIDS HEAVEN - 3RD QTR 2025	\$4,592.82
321815	11/14/2025	100 CITY OF RICHLAND	800 MHZ RADIOS	\$30,540.48
321966	11/14/2025	1160 SOUND PHYSICIANS EMERGENCY MEDICINE OF WASHINGTON	PRISONER MEDICAL	\$802.12
321989	11/14/2025	9790 TRIOS HEALTH, RCCH TRIOS HEALTH LLC	PRISONER MEDICAL	\$291.68
321996	11/14/2025	1802 US MARSHALS SERVICE / JPATS, US DEPARTMENT OF JUS	PRISONER TRANSPORT	\$3,968.00
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$9,640.54
322063	11/26/2025	14 BENTON COUNTY	WORK CREW - OCTOBER 2025	\$241,793.45
075 - KPD-Intergovernmental Subtotal:				\$291,629.09
076 - KPD-Special Services				
321774	11/14/2025	8623 ACE SALES & SERVICE INC	PORTABLE TOILET - FIRING RANGE	\$79.50

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321818	11/14/2025	422 CLARITY POINT PLLC	WELLNESS PROGRAM - OCTOBER 2025	\$2,486.06
321956	11/14/2025	710 SANDY'S TROPHIES INC	RETIREMENT FLAG SHADOW BOX	\$82.22
321975	11/14/2025	6187 SUN BADGE COMPANY	BADGES	\$1,175.04
321980	11/14/2025	10971 THE BUNKER	QUARTERMASTER SUPPLIES	\$1,348.92
322055	11/26/2025	8623 ACE SALES & SERVICE INC	PORTABLE TOILET - FIRING RANGE	\$79.50
322058	11/26/2025	1056 ANA SANCHEZ	CHIPS UNIFORMS SEW PATCHES	\$98.00
322066	11/26/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$44.97
076 - KPD-Special Services Subtotal:				\$5,394.21
081 - Fire Administration				
321812	11/14/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SECURED SHRED SERVICE	\$229.04
321971	11/14/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	EXTRA DISINFECTANT LABELS	\$566.47
321988	11/14/2025	168 TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL FEE	\$15.37
322107	11/26/2025	961 MCAULIFFE CONSULTING INC	COACHING SESSIONS 9-15	\$1,000.00
322131	11/26/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	GARBAGE CANS	\$33.01
081 - Fire Administration Subtotal:				\$1,843.89
082 - Fire Suppression				
321857	11/14/2025	5823 GALLS, LLC	KNIT CAPS	\$408.72
321896	11/14/2025	4244 L N CURTIS & SONS	NYLON HOSE STRAP	\$32,284.99
321909	11/14/2025	1206 MED-TECH RESOURCE INC	PIO WILDLAND COATS	\$902.85
321941	11/14/2025	241 PERFORMANCE SYSTEMS INTEGRATION	EXTINGUISHERS- STATION 5	\$630.02
321958	11/14/2025	7872 SEA WESTERN INC	LION FIRE TURNOUTS - 4 SETS	\$7,508.20
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$1,543.88
322043	11/20/2025	241 PERFORMANCE SYSTEMS INTEGRATION	EXTINGUISHERS-VEHICLES	\$165.93
322103	11/26/2025	4244 L N CURTIS & SONS	SCBA PARTS	\$2,667.47
322124	11/26/2025	7872 SEA WESTERN INC	HOODS, HELMETS & GLOVES	\$464.36
082 - Fire Suppression Subtotal:				\$46,576.42
083 - Fire Prevention/Investigation				
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$1,127.05
083 - Fire Prevention/Investigation Subtotal:				\$1,127.05
090 - Engineering				
321930	11/14/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$7.17
321983	11/14/2025	1479 TOPCON SOLUTIONS STORE, PORTLAND PRECISION INSTRU	MAGNET FIELD MAINTENANCE 12 MO; S/N 2162445888	\$395.38
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$657.43
090 - Engineering Subtotal:				\$1,059.98
100 - GF-Nondepartmental				

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321784	11/14/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2025 HVAC MAINT OCTOBER	\$526.65
321793	11/14/2025	8297 BENTON CO COMMISSIONERS	BCDC/PROB FEES (20.35%) - OCT 2025	\$201,030.28
321794	11/14/2025	14 BENTON COUNTY	2025-Q2 TAX/PROFITS - 2% DUE	\$6,538.21
321814	11/14/2025	435 CITY OF PASCO	ANIMAL SHELTER SERVICES SEPTEMBER-2025	\$85,355.43
321831	11/14/2025	7711 CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$554.33
321861	11/14/2025	926 GORDON THOMAS HONEYWEL GOVERNMENTAL AFFAIRS	FOR GOVERNMENTAL AFFAIRS SERVICES	\$5,150.00
321881	11/14/2025	303 INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - 2025	\$5,540.00
322024	11/20/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2025 HVAC MAINT NOVEMBER	\$526.65
322044	11/20/2025	5112 FIRE PROTECTION SERVICE CORPORATION	MCL - 113129	\$88.94
322066	11/26/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$3,816.95
322078	11/26/2025	7711 CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$579.90
100 - GF-Nondepartmental Subtotal:				\$309,707.34
Total For Fund 001				\$1,039,913.82
Fund 102				
010 - Fund Activity				
321786	11/14/2025	2181 ARROW CONSTRUCTION SUPPLY LLC	TAC OIL	\$672.04
321805	11/14/2025	1817 RADIO SERVICE COMPANY INC	RADIO MAINT CONTRACT	\$221.95
321890	11/14/2025	5148 KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - OCTOBER	\$158.88
321930	11/14/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$28.23
321933	11/14/2025	1062 OSBURN ASSOCIATES INC	SIGN MAKING SUPPLIES	\$544.50
321981	11/14/2025	172 THE TRI-CITY HERALD	SOLID WASTE RATE INCREASE AD FOR 2026	\$268.29
321993	11/14/2025	493 UNITED RENTALS NORTHWEST INC	CONCRETE PLANER	\$285.06
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$275.18
322012	11/14/2025	10694 WEATHERNET, NARWHAL MET LLC	WEATHER SERVICE NOVEMBER 2025	\$595.00
322021	11/14/2025	4578 ZUMAR INDUSTRIES INC	SIGN BLANKS	\$3,193.29
322061	11/26/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	SCREENPRINT/EMBROIDERY OE CLOTHING JOSH JACOBSEN	\$97.92
010 - Fund Activity Subtotal:				\$6,340.34
110 - Traffic				
321799	11/14/2025	84 BENTON PUD NO. 1	STREET LIGHT MAINTENANCE	\$426.94
321890	11/14/2025	5148 KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - OCTOBER	\$158.88
321930	11/14/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$86.78
321986	11/14/2025	4651 TRASTAR INC	COUNTDOWN PED. MODULE	\$1,720.00
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$286.56
322028	11/20/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$29,776.71
322062	11/26/2025	4052 BATTERIES PLUS	BATTERIES FOR SOLAR BEACON	\$45.59

City of Kennewick
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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
322117	11/26/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	HAND TOOLS FOR ELEC.	\$281.89
				110 - Traffic Subtotal:
				\$32,783.35
				Total For Fund 102
				\$39,123.69
Fund 104				
010 - Fund Activity				
321810	11/14/2025	466 CENTRAL PAVING LLC	P2515 PAY EST 1	\$277,982.00
321863	11/14/2025	2842 GRANITE CONSTRUCTION COMPANY	P2503 PAY EST 4	\$263,365.00
321882	11/14/2025	529 INTERMOUNTAIN MATERIAL TESTING	P2503 MATERIAL TESTING	\$3,115.50
				010 - Fund Activity Subtotal:
				\$544,462.50
				Total For Fund 104
				\$544,462.50
Fund 106				
010 - Fund Activity				
322002	11/14/2025	30 VERIZON NORTHWEST	BIPIN CELL PHONES	\$115.14
322135	11/26/2025	8 TELCO WIRING & REPAIR INC	BIPIN NETWORK CONNECTIONS	\$7,957.81
				010 - Fund Activity Subtotal:
				\$8,072.95
				Total For Fund 106
				\$8,072.95
Fund 107				
130 - CDBG				
321813	11/14/2025	395 CITY OF KENNEWICK	CDBG/CHIP CONNECTION PERMIT FEES FOR BUBBLE ON GUM	\$32,660.69
321815	11/14/2025	100 CITY OF RICHLAND	CDBG CLOUDBURST BILLING MAY-AUG 2025	\$2,075.33
321835	11/14/2025	9220 DOMESTIC VIOLENCE SERVICE	CDBG DOMESTIC VIOLENCE SERVICES ROOF REPLACEMENT	\$25,164.05
321891	11/14/2025	1163 KENNEWICK HOUSING AUTHORITY	CDBG: KHA INVOICE 4	\$130,930.00
321930	11/14/2025	3700 OFFICE DEPOT INC	PENS	\$21.19
322125	11/26/2025	1129 SENIOR LIFE RESOURCES, INC.	CDBG: 4TH QTR MEALS ON WHEELS	\$13,243.00
				130 - CDBG Subtotal:
				\$204,094.26
				Total For Fund 107
				\$204,094.26
Fund 111				
010 - Fund Activity				
321944	11/14/2025	16 POLICE EXECUTIVE RESEARCH FORUM	SENIOR MANAGEMENT INSTITUTE FOR POLICE - I MERKL	\$11,200.00
321978	11/14/2025	4174 TAYLOR, JEREMY	CAT REIMBURSEMENT	\$100.00
322134	11/26/2025	4174 TAYLOR, JEREMY	CAT REIMBURSEMENT	\$100.00
				010 - Fund Activity Subtotal:
				\$11,400.00
				Total For Fund 111
				\$11,400.00
Fund 116				
010 - Fund Activity				

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
322046	11/20/2025	176 TRI-CITIES VISITOR &, CONVENTION BUREAU	CONTRACT DUES 2025-OCTOBER	\$25,286.72
010 - Fund Activity Subtotal:				\$25,286.72
Total For Fund 116				\$25,286.72
Fund 117				
000 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$1.01
000 - Fund Activity Subtotal:				\$1.01
042 - City Attorney				
321911	11/14/2025	50624 MICHELLE ALEXANDER	MA MILEAGE REIMBURS. 3RD QTR 2025	\$401.80
321946	11/14/2025	3467 PRONTO PROCESS SERVICE, INC	MONTHLY COURIER SERVICE - OCT 2025	\$17.50
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$90.32
322014	11/14/2025	853 WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE SUBSCRIPTION - OCT 2025	\$972.45
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$137.20
322071	11/26/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHREDDING SERVICE	\$13.21
042 - City Attorney Subtotal:				\$1,632.48
072 - KPD-Criminal Investigation				
321969	11/14/2025	7685 SPECIAL CONSULTING SERVICES, LLC	UNSOLVED HOMICIDE/MISSING PERSON CASES - OCT 2025	\$2,500.00
072 - KPD-Criminal Investigation Subtotal:				\$2,500.00
073 - KPD-Patrol				
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$1,314.62
073 - KPD-Patrol Subtotal:				\$1,314.62
Total For Fund 117				\$5,448.11
Fund 118				
010 - Fund Activity				
321775	11/14/2025	465 AFFIRMA CONSULTING LLC	HIDTA-WEBSITE MANAGEMENT-SEPT 2025	\$2,427.70
321807	11/14/2025	359 CARAHSOFT TECHNOLOGY CORPORATION		\$143.58
321811	11/14/2025	10777 CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	\$6,633.44
321836	11/14/2025	10225 DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	\$8,915.93
321840	11/14/2025	11026 ELIZABETH POWELL	NW HIDTA PUBLIC HEALTH	\$7,802.90
321844	11/14/2025	10912 EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	\$4,509.41
321849	11/14/2025	4147 FEDEX	HIDTA-SHIPPING EXPENSES	\$29.53
321856	11/14/2025	397 GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	\$4,509.41
321871	11/14/2025	1210 HEALTH POLICY SOLUTIONS NW, LLC	COMMUNITY ENGAGEMENT TRAINING	\$5,600.00
321879	11/14/2025	830 IAN WAYNE MCKENZIE	NW HIDTA OPERATIONS MANAGER	\$6,648.20
321916	11/14/2025	301 MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	\$5,055.61

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
321945	11/14/2025	11025	PROGENT CORPORATION	SRA FOR EXCHANGE TO O365-HIDTA \$350.00
321953	11/14/2025	10915	ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH \$5,758.36
321960	11/14/2025	396	SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST \$4,509.41
322013	11/14/2025	10001	WEINER, JONATHAN M	NW HIDTA DIRECTOR \$13,832.07
322060	11/26/2025	1159	AT&T MOBILITY LLC	NW HIDTA-AT&T- OCT 2025 \$3,535.80
322067	11/26/2025	359	CARASOFT TECHNOLOGY CORPORATION	NW HIDTA - CARASOFT \$1,423.65
322070	11/26/2025	10777	CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER \$6,633.44
322080	11/26/2025	10225	DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR \$8,915.93
322082	11/26/2025	11026	ELIZABETH POWELL	NW HIDTA PUBLIC HEALTH \$5,578.40
322084	11/26/2025	10912	EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST \$4,509.41
322089	11/26/2025	397	GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST \$4,509.41
322096	11/26/2025	830	IAN WAYNE MCKENZIE	NW HIDTA OPERATIONS MANAGER \$5,409.26
322111	11/26/2025	301	MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER \$4,509.41
322123	11/26/2025	10915	ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH \$5,758.36
322127	11/26/2025	396	SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST \$4,509.41
322133	11/26/2025	7988	T-MOBILE USA, INC	NW HIDTA-T-MOBILE OCTOBER 2025 \$378.77
322142	11/26/2025	10001	WEINER, JONATHAN M	NW HIDTA DIRECTOR \$10,488.21
				010 - Fund Activity Subtotal: \$142,885.01
				Total For Fund 118 \$142,885.01
Fund 300				
000 - Fund Activity				
EFT	11/24/2025	2817	THREE RIVERS CONVENTION CTR	KPFD BOND DISBURSEMENT \$1,800,000.00
EFT	11/25/2025	167	WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX \$4.94
				000 - Fund Activity Subtotal: \$1,800,004.94
010 - Fund Activity				
321820	11/14/2025	6389	COLUMBIA ELECTRIC SUPPLY	LED LUMINAIRES AND PHOTOCELLS \$1,496.00
321841	11/14/2025	182	ELLISON EARTHWORKS LLC	P2319 PAY EST 3 \$91,505.12
321914	11/14/2025	9992	MIOVISION TECHNOLOGIES INC	MIOVISION SCOUT PLUS CAMERAS \$15,232.00
321917	11/14/2025	1032	MORENO & CASTILLO CONSTRUCTION, LLC	P2517 PAY EST 1 \$112,053.03
322054	11/26/2025	8609	A-CORE OF WASHINGTON	10TH AVE SIDEWALK SAW CUTTING**SITES: PENN ST, YO \$3,340.16
				010 - Fund Activity Subtotal: \$223,626.31
160 - Land & Facilities				
321778	11/14/2025	3767	AMERICAN RAMP COMPANY	VANCOUVER PUMP TRACK \$92,799.54
321876	11/14/2025	8977	HERITAGE PROF LANDSCAPING INC	90% PAYMENT IRRIGATION INSTALL JAY PERRY PARK \$8,874.22
321892	11/14/2025	78	KENNEWICK INDUSTRIAL & ELEC	DOG PARK. PLUG SEWER DRAIN AND FILL HOLES IN WALLS \$59.48

City of Kennewick
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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
321952	11/14/2025	1038 ROMTEC INC	CIVIC CENTER PARK RESTROOM DESIGN/SUPPLY/INSTALL	\$48,559.18
322036	11/20/2025	529 INTERMOUNTAIN MATERIAL TESTING	TESTING	\$624.25
322045	11/20/2025	1184 STARK DESIGN LLC	PUMP TRACK RULES	\$492.18
322122	11/26/2025	1038 ROMTEC INC	CIVIC CENTER PARK RESTROOM DESIGN/SUPPLY/INSTALL	\$5,395.46
160 - Land & Facilities Subtotal:				\$156,804.31
Total For Fund 300				\$380,435.56
Fund 303				
010 - Fund Activity				
321785	11/14/2025	501 APOLLO, INC.	P2011 PAY EST 8	\$21,805.05
321820	11/14/2025	6389 COLUMBIA ELECTRIC SUPPLY	P2112 SIGNAL POLE, ANCHOR BOLTS AND BREAKAWAY BASE	\$32,890.24
321829	11/14/2025	417 KAR-GOR INC	SIGNAL STREET SIGN P2506	\$21,090.81
321839	11/14/2025	7864 ECONOLITE CONTROL PRODUCTS INC	SIGNAL DISPLAYS INCLUDING SIGNAL HEAD - CORRECTING	\$18,185.51
321843	11/14/2025	1148 ESF DEVELOPMENT, LLC	P2112 PAY EST 2	\$185,550.00
322000	11/14/2025	10027 VALMONT INDUSTRIES INC	P2112 SIGNAL POLES & ARMS, PS POLE & SLIP BASE	\$33,368.96
322017	11/14/2025	2368 WESTERN SYSTEMS INC	TRAFFIC SIGNAL CABINET P2504 (BATTERIES ONLY)	\$2,929.48
322099	11/26/2025	4713 J-U-B ENGINEERS INC	COLUMBIA CENTER BLVD WIDENING	\$44,216.83
322141	11/26/2025	63 WA STATE DEPT TRANSPORTATION, HIGHWAYS & LOCAL PR	PROJECT COSTS FOR P2011 QUINAULT & CCB	\$843.13
010 - Fund Activity Subtotal:				\$360,880.01
Total For Fund 303				\$360,880.01
Fund 402				
000 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$13.20
000 - Fund Activity Subtotal:				\$13.20
010 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$29,001.70
321800	11/14/2025	3495 BOUND TREE MEDICAL LLC	IV & GENERAL MEDICAL SUPPLIES	\$235.42
321808	11/14/2025	7715 CARDINAL HEALTH 411, INC	MEDICATION	\$1,563.97
321812	11/14/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SECURED SHRED SERVICE	\$229.04
321857	11/14/2025	5823 GALLS, LLC	KNIT CAPS	\$2,316.12
321870	11/14/2025	76597 HEALTH CARE AUTHORITY, OFF OF ACCOUNTING SVCS	GEMT FINAL COST SETTLEMENT 2022	\$32,756.69
321896	11/14/2025	4244 L N CURTIS & SONS	NYLON HOSE STRAP	\$6,939.12
321901	11/14/2025	8868 LIFE-ASSIST	PEDIATRIC SPO2/SPCO SENSORS	\$7,624.13
321909	11/14/2025	1206 MED-TECH RESOURCE INC	PIO WILDLAND COATS	\$1,336.79
321935	11/14/2025	917 OXARC, INC.	OXYGEN	\$158.75
321958	11/14/2025	7872 SEA WESTERN INC	LION FIRE TURNOUTS - 4 SETS	\$12,005.70

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
321971	11/14/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	EXTRA DISINFECTANT LABELS	\$566.45
321973	11/14/2025	5689 STRYKER SALES CORPORATION, STRYKER MEDICAL	LUCAS SUCTION CUPS	\$1,836.65
321979	11/14/2025	7618 TELEFLEX LLC	IV SUPPLIES	\$2,913.05
321988	11/14/2025	168 TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL FEE	\$15.37
322001	11/14/2025	9909 VENDNOVATION	RX VENDING MACHING RENEWAL	\$1,305.60
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$1,141.13
322020	11/14/2025	6869 ZOLL MEDICAL CORPORATION	GENERAL MEDICAL SUPPLIES	\$1,830.26
322030	11/20/2025	7715 CARDINAL HEALTH 411, INC	CORRECT PAYMENT OF INVOICE	\$45.94
322068	11/26/2025	7715 CARDINAL HEALTH 411, INC	ASPIRIN	\$30.55
322107	11/26/2025	961 MCAULIFFE CONSULTING INC	COACHING SESSIONS 9-15	\$1,000.00
322109	11/26/2025	1206 MED-TECH RESOURCE INC	FLEXIBLE STRETCHER	\$410.57
322115	11/26/2025	917 OXARC, INC.	OXYGEN	\$429.18
322124	11/26/2025	7872 SEA WESTERN INC	HOODS, HELMETS & GLOVES	\$696.54
322131	11/26/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	GARBAGE CANS	\$32.98
322132	11/26/2025	10778 SYSTEMS DESIGN WEST LLC	OCT.2025 EMS BILLING	\$12,118.12
322144	11/26/2025	6869 ZOLL MEDICAL CORPORATION	GENERAL MEDICAL SUPPLIES	\$1,258.27
010 - Fund Activity Subtotal:				\$119,798.09
Total For Fund 402				\$119,811.29
Fund 403				
010 - Fund Activity				
EFT	11/03/2025	70016 U.S. BANK	MERCHANT FEES	\$8,078.26
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$485.11
010 - Fund Activity Subtotal:				\$8,563.37
Total For Fund 403				\$8,563.37
Fund 405				
010 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$4,881.91
321858	11/14/2025	1110 GEOSYNTEC CONSULTANT, INC	P2409 CONSULTANT INVOICE	\$38,568.25
321863	11/14/2025	2842 GRANITE CONSTRUCTION COMPANY	P2503 PAY EST 4	\$15,693.80
321917	11/14/2025	1032 MORENO & CASTILLO CONSTRUCTION, LLC	P2517 PAY EST 1	\$3,050.42
321936	11/14/2025	6603 PAPE MACHINERY INC	BRUSH CUTTER RENTAL	\$1,268.14
321942	11/14/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	ZINTEL DAM CONTROL PANEL RECEPTACLE	\$83.21
321954	11/14/2025	6567 RS AMERICAS INC	ZINTEL DAM CONTROL PANEL	\$196.94
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$308.67
322016	11/14/2025	5380 WESTERN SYSTEMS FABRICATION, INC	CAMERA REPAIR FOR STORM	\$1,027.52

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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	
322042	11/20/2025	348	PASCO RENTALS INC	BUGGY TO HAUL ROCK	\$214.53
322056	11/26/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$474.00
010 - Fund Activity Subtotal:					\$65,767.39
Total For Fund 405					\$65,767.39
Fund 410					
000 - Fund Activity					
EFT	11/25/2025	167	WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$378.80
321791	11/14/2025	108	BADGER METER INC	INV 300 1" METERS	\$17,491.64
321869	11/14/2025	865	HD FOWLER COMPANY INC	INV 300/400 HD FOWLER	\$22,241.68
322022	11/20/2025	70027	CITY OF KENNEWICK	WTR USED ACT#49010051-00	\$400.00
000 - Fund Activity Subtotal:					\$40,512.12
010 - Fund Activity					
EFT	11/14/2025	6441	MERRELL BROTHERS INC	P2209 PAY EST 13	\$2,104,967.11
EFT	11/25/2025	167	WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$128,432.56
321772	11/14/2025	8802	A1 TRUCK WASH	ACID WASH BEFORE TRUCK WAS WORKED ON	\$136.13
321780	11/14/2025	7400	ANALYTICAL SERVICES INC	AEROBIC ENDOSPORE SAMPLING	\$660.00
321781	11/14/2025	2738	ANATEK LABS INC	PFAS SAMPLING	\$2,885.00
321784	11/14/2025	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2025 HVAC MAINT OCTOBER	\$1,411.57
321789	11/14/2025	88	AWWA AMERICAN WATER WORKS, ASSOCIATION	2026 MEMBERSHIP DUES	\$4,923.00
321792	11/14/2025	4052	BATTERIES PLUS	HIGH SERVICE OT NETWORK PANEL UPS BATTERIES	\$282.27
321798	11/14/2025	93	BENTON FRANKLIN DISTRICT, HEALTH	BACT AND NITRATE SAMPLING	\$3,664.00
321806	11/14/2025	7832	C&E TRENCHING LLC	P2408 PAY EST 2	\$101,238.40
321822	11/14/2025	114	COLUMBIA RIGGING CORPORATION	CABLES FOR LOWERING TV CAMERA	\$108.90
321824	11/14/2025	13	CORE & MAIN LP	3 WAY VALVE FOR KANSAS ALTITUDE VALVE	\$3,598.13
321830	11/14/2025	2966	CULBERT CONSTRUCTION INC	P2211 PAY EST 7 FINAL	\$22,268.33
321837	11/14/2025	6439	E R BALANCING SERVICES	YEARLY PUMP VIBRATION TESTING	\$1,500.00
321847	11/14/2025	8774	FASTENAL COMPANY	BOLTS USED AS PINS ON SLUDGE COLLECTOR	\$39.92
321850	11/14/2025	86	FERGUSON ENTERPRISES INC	CREDIT FOR EXCESS INVENTORY FLO9 LIDS	\$4,488.54
321862	11/14/2025	1775	GRAINGER	REFLECTIVE TAPE FOR FIRE HYDRANT STORZ ADAPTERS	\$276.90
321864	11/14/2025	872	CYANO HOLDINGS INC	HAB TESTING	\$1,320.00
321866	11/14/2025	7234	GROUNDWATER SOLUTIONS INC, GSI WATER SOLUTIONS	P2418 CONSULTANT INVOICE	\$19,829.98
321868	11/14/2025	1178	HAZEN AND SAWYER, DPC	P2508 CONSULTANT INVOICE	\$101,747.06
321869	11/14/2025	865	HD FOWLER COMPANY INC	VALVE STEM EXTENSIONS FOR VALVES IN FIELD	\$570.04
321881	11/14/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - 2025	\$537.00
321882	11/14/2025	529	INTERMOUNTAIN MATERIAL TESTING	P2209 MATERIAL TESTING	\$3,960.00

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321883	11/14/2025	4713 J-U-B ENGINEERS INC	UGA SOUTH WATER & SEWER BASIS	\$10,030.00
321889	11/14/2025	669 KELLER ASSOCIATES INC	P2408 CONSULTANT INVOICE	\$11,007.50
321890	11/14/2025	5148 KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - OCTOBER	\$163.68
321892	11/14/2025	78 KENNEWICK INDUSTRIAL & ELEC	FERNCO FITTINGS FOR SERVICE LINES	\$310.47
321913	11/14/2025	484 MILNE NAIL,POWER TOOL & REPAIR	STAPLES AND STAPLE GUN FOR 2X4 ON ZONE 5 MAIN	\$168.75
321917	11/14/2025	1032 MORENO & CASTILLO CONSTRUCTION, LLC	P2517 PAY EST 1	\$5,356.50
321924	11/14/2025	1290 NCL OF WISCONSIN, INC.	LAB SUPPLIES	\$916.45
321925	11/14/2025	4748 NORTH COAST ELECTRIC COMPANY	RC5 VFD CONTROL FAN	\$767.79
321930	11/14/2025	3700 OFFICE DEPOT INC	MISC SUPPLIES	\$857.74
321935	11/14/2025	917 OXARC, INC.	NITROGEN FOR ASR	\$296.44
321937	11/14/2025	1040 PARAMOUNT SUPPLY COMPANY	160 PSI GAUGE FOR RC5 PUMP TEST	\$111.17
321942	11/14/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	NEW LIGHTS	\$763.02
321948	11/14/2025	957 RANCH & HOME INC	CUTOFF GRINDER WHEELS FOR RC4 GRATING	\$799.33
321954	11/14/2025	6567 RS AMERICAS INC	WATER PLANT FIBER SWITCHES	\$1,308.21
321977	11/14/2025	5320 SWS EQUIPMENT, LLC	REAPIR 6 INCH TV CAMERA	\$1,061.63
321987	11/14/2025	6270 TRI-CITY SIGN & BARRICADE	LOCATE PAINT	\$548.35
321992	11/14/2025	17 TWIN CITY METALS INC	METAL FOR FIRE HYDRANT BOLLARDS	\$332.93
321995	11/14/2025	3564 US LINEN AND UNIFORM	LINEN SERVICE-OCT	\$163.20
321998	11/14/2025	7925 HD SUPPLY INC	PH SOLUTION, CHLORINE SOLUTION, TURB SOLUTION	\$1,940.73
321999	11/14/2025	3881 UTILITIES UNDERGROUND, LOCATION CENTER	MONTHLY LOCATE FEES	\$822.15
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$3,633.37
322003	11/14/2025	183 VTX INTERMEDIATE HOLDINGS II INC	WATERSMART PLATFORM	\$58,208.00
322006	11/14/2025	164 WA STATE DEPARTMENT OF ECOLOGY	2026 WW OPERATOR RENEWAL FEE FOR TREVOR BRAIN	\$1,400.00
322007	11/14/2025	63 WA STATE DEPT TRANSPORTATION, HIGHWAYS & LOCAL PR	P2211 UTILITY PERMIT	\$319.00
322024	11/20/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2025 HVAC MAINT NOVEMBER	\$1,411.57
322027	11/20/2025	6553 BASIN SOD INC	SOD FOR RESTORING LANDSCAPE AROUND METER BOXES.	\$50.40
322028	11/20/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$127,784.37
322037	11/20/2025	78 KENNEWICK INDUSTRIAL & ELEC	WATER PRESSURE GAUGES FOR FIRE HYDRANT INSPECTIONS	\$371.12
322039	11/20/2025	3154 M & M BOLT COMPANY, LLC	BOLTS FOR LARGE METER REPLACEMENTS	\$52.25
322044	11/20/2025	5112 FIRE PROTECTION SERVICE CORPORATION	WFP - 10128	\$94.96
322048	11/20/2025	1855 WCIA WASHINGTON CITIES, INSURANCE AUTHORITY	TRAINING NON-CANCELLATION FEE	\$50.00
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$3,924.55
322061	11/26/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	SCREENPRINT/EMBROIDERY OE CLOTHING RYAN BURNS	\$146.88
322062	11/26/2025	4052 BATTERIES PLUS	LS13 UPS BATTERIES	\$47.76
322065	11/26/2025	93 BENTON FRANKLIN DISTRICT, HEALTH	BACT / NITRATE SAMPLING	\$3,692.00

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
322085	11/26/2025	9431 FAIRBANK EQUIPMENT	NOZZLES AND SET UP TO DOSE PRODUCT FOR MIDGE FLIES	\$71.57
322087	11/26/2025	4147 FEDEX	SHIPPING	\$328.84
322091	11/26/2025	4759 GRIGG ENTERPRISES INC, ACE HARDWARE	OE UNIFORM ORDER - AUSTIN MEYER	\$147.00
322097	11/26/2025	113 INLAND ASPHALT COMPANY, CPM DEVELOPMENT CORP	HOT MIX ASPHALT FOR POTHOLES ON CCB	\$250.26
322102	11/26/2025	78 KENNEWICK INDUSTRIAL & ELEC	COPPER CUTTER FOR THE PLANT	\$197.27
322114	11/26/2025	5262 OVERHEAD DOOR COMPANY, OF TRI-CITIES	MOVE DOOR TRACK TO CLEAR VACTOR	\$1,757.10
322128	11/26/2025	680 SIERRA ELECTRIC, INC.	WWTP LABOR TO REPLACE 3 VFD'S 90% PAYMENT	\$7,904.00
322137	11/26/2025	6270 TRI-CITY SIGN & BARRICADE	WHITE MARKING PAINT FOR LOCATES	\$147.79
010 - Fund Activity Subtotal:				\$2,758,560.94
Total For Fund 410				\$2,799,073.06
Fund 501				
000 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$143.21
321792	11/14/2025	4052 BATTERIES PLUS	INV 700 BATTERIES PLUS	\$741.91
321826	11/14/2025	5727 COSTCO ANYWHERE CITI VISA	INV 700 AUTO EJECT FITTINGS	\$95.64
321922	11/14/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	\$198.02
321929	11/14/2025	4217 O'REILLY AUTO PARTS	INV 700 O'REILLY	\$1,424.42
321939	11/14/2025	6241 PASCO TIRE FACTORY INC	INV 800 TIRES	\$3,644.95
322075	11/26/2025	4853 CONNELL OIL INC, 76 DISTRIBUTING	INV 700 OIL 5W/30 & 15W/40	\$2,604.84
322113	11/26/2025	4217 O'REILLY AUTO PARTS	INV 700 PRE MIX FUEL	\$2,737.84
000 - Fund Activity Subtotal:				\$11,590.83
010 - Fund Activity				
321782	11/14/2025	1166 ANR GROUP INC	UPFIT TECHNICIAN VEH 7509 2501	\$1,653.08
321804	11/14/2025	2579 BUD CLARY FORD/HYUNDAI, CLARY LONGVIEW LLC	POLICE F150 RESPONDER VEH 7512	\$56,087.24
321819	11/14/2025	1310 COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	\$32,061.53
321825	11/14/2025	7868 CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	2025 FORD F150 -- VEH 5501 (REPLACING 5802)	\$54,578.50
321834	11/14/2025	601 GEM INC	BRAKE PARTS VEH 2803	\$327.99
321842	11/14/2025	9818 ENVIRO-CLEAN EQUIPMENT INC	SEAL VEH 4612	\$157.57
321862	11/14/2025	1775 GRAINGER	MACHINE GUARD FOR FLEET	\$384.42
321878	11/14/2025	8711 HUGHES FIRE EQUIPMENT INC	SUCTION CAP VEH 2307	\$411.53
321885	11/14/2025	3363 JIM'S PACIFIC GARAGES INC	AIR BAG ASSY FOR V2004	\$919.93
321892	11/14/2025	78 KENNEWICK INDUSTRIAL & ELEC	WATER SOFTENER SALT FOR CARWASH	\$410.72
321893	11/14/2025	5495 KOOL SHADES WINDOW TINTING, JOVENTINO M CORREA	WINDOW TINT VEH 7506	\$413.84
321902	11/14/2025	3154 M & M BOLT COMPANY, LLC	TIE DOWN STRAPS FOR FLEET	\$13.83
321908	11/14/2025	2254 MCMASTER-CARR SUPPLY COMPANY	SLEEVING VEH 4104	\$240.28

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
321910	11/14/2025	3284 MEL'S INTER-CITY TOWING	TOWING VEH 7314	\$81.60
321912	11/14/2025	1576 MID COLUMBIA FORKLIFT, INC.	RADIATOR TANK ASSY FOR V1400	\$220.50
321919	11/14/2025	819 MOTION AND FLOW CONTROL PRODUCTS INC	SPRING GUARD FOR FLEET	\$31.56
321920	11/14/2025	1207 MTA DISTRIBUTORS LLC	SIDEWALK GRINDER VEH 4512	\$9,761.25
321922	11/14/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	ANTIFREEZE VEH 2001	\$113.60
321926	11/14/2025	876 TAMPA ENTERPRISES LLC	HEDGE TRIMMER TUNEUP	\$48,722.59
321929	11/14/2025	4217 O'REILLY AUTO PARTS	BATTERY FOR VW006	\$4,222.58
321931	11/14/2025	2081 OORD, NICHOLAS	OE BOOT REIMB NIC OORD	\$120.35
321934	11/14/2025	1912 OWEN EQUIPMENT COMPANY	CREDIT POLYMER FOR V5116	\$686,206.00
321936	11/14/2025	6603 PAPE MACHINERY INC	FILTERS VEH 0094	\$315.07
321938	11/14/2025	981 PARTSTREE.COM	RECOIL STARTER PARKS SMALL EQUIP	\$217.99
321939	11/14/2025	6241 PASCO TIRE FACTORY INC	TIRES FOR V1802	\$873.37
321943	11/14/2025	285 PNW EMERGENCY EQUIPMENT	VALVE GEAR AND WASHER FOR V2003	\$411.97
321949	11/14/2025	5903 RIDENOW TRI CITIES LLC	CHANGE LIGHTING VEH 7103	\$1,116.31
321967	11/14/2025	9499 SOUNDOFF SIGNAL GSA, EMERGENCY TECHNOLOGY INC	UPFIT PARTS VEH 2501	\$3,726.80
321970	11/14/2025	1156 SPOKANE HOUSE OF HOSE, INC.	HOSE AND GATE ASSY FOR V2003	\$698.85
321972	11/14/2025	1184 STARK DESIGN LLC	FIRE DECALS FOR V2901	\$222.10
321977	11/14/2025	5320 SWS EQUIPMENT, LLC	2025 SE 900 ECO COMBINATION CLEANER	\$701,827.07
321995	11/14/2025	3564 US LINEN AND UNIFORM	LINEN SERVICE-OCT	\$175.05
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$168.16
322031	11/20/2025	3527 CASADAY BEE-LINE SERVICE, & TOWING LLC	INSPECTION, ALIGNMENT, CASTER VEH 5705	\$122.02
322032	11/20/2025	1310 COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	\$25,413.14
322035	11/20/2025	8572 HIGH DESERT MAINTENANCE INC	SEAT PLATE FAB, WATERJET, POWDER COATING VEH 7508	\$745.28
322038	11/20/2025	5495 KOOL SHADES WINDOW TINTING, JOVENTINO M CORREA	WINDOW TINT FORD LIGHTNING 5500	\$228.69
322041	11/20/2025	1677 NORTHSTAR CLEAN CONCEPTS HOTSY, CLEAN CONCEPTS GR	PREVENT MAINT FLEET PRESSURE WASHER	\$552.00
322056	11/26/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$474.00
322074	11/26/2025	6375 COMPUNET INC	SHARKEE ANTENNA POLICE VEH 7512	\$271.41
322079	11/26/2025	9415 CUMMINS INC	AIR FILTER VEH F640	\$178.81
322095	11/26/2025	8711 HUGHES FIRE EQUIPMENT INC	ANNUAL PUMP TEST VEH 2003	\$510.94
322100	11/26/2025	3363 JIM'S PACIFIC GARAGES INC	BRAKE SHOE KIT & REPLACEMENT VEH 4510	\$1,578.61
322105	11/26/2025	8933 LES SCHWAB TIRE CENTERS, OF WASHINGTON INC	FLAT TIRE REPAIR, RADIAL REPAIR VEH 2307	\$60.28
322108	11/26/2025	2254 MCMASTER-CARR SUPPLY COMPANY	OVAL QUICK LINK STAINLESS STEEL VEH 3301	\$56.15
322112	11/26/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	FUEL FILTER X2 VEH 4302	\$208.71
322113	11/26/2025	4217 O'REILLY AUTO PARTS	FUEL FILTER RETURN V4304	\$759.59
322116	11/26/2025	6603 PAPE MACHINERY INC	FILTER ELEM VEH W010	\$158.42

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
322119	11/26/2025	957 RANCH & HOME INC	TOOLBOX VEH 5501	\$1,631.99
322120	11/26/2025	5903 RIDENOW TRI CITIES LLC	H.D. POLICE FRONT FAIRING, DIAG, OIL VEH 7102	\$2,138.70
322130	11/26/2025	9499 SOUNDOFF SIGNAL GSA, EMERGENCY TECHNOLOGY INC	PROMPT PAY DISCOUNT VEH 2501	\$1,848.32
322138	11/26/2025	9405 TRUCKPRO LLC SIX STATES, TRUCKPRO HOLDING CORP	HUB & DRUM KIT VEH 5306	\$329.96
010 - Fund Activity Subtotal:				\$1,644,160.25
Total For Fund 501				\$1,655,751.08
Fund 502				
000 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$289.61
321826	11/14/2025	5727 COSTCO ANYWHERE CITI VISA	INV 200 FIRE INVENTORY	\$779.00
321828	11/14/2025	481 CROWN PAPER & JANITORIAL, SUPPLY	UNIT PRICE CREDIT INV 200 CROWN JANITORIAL	\$9,989.73
321845	11/14/2025	5426 EWING IRRIGATION PRODUCTS, INC	INV 500 EWING	\$5,745.31
321862	11/14/2025	1775 GRAINGER	INV 200 WINTER GLOVES	\$4,157.53
321901	11/14/2025	8868 LIFE-ASSIST	INV 200 NITRILE GLOVES	\$6,631.36
321976	11/14/2025	3697 SUNWEST SPORTSWEAR, A DIVISION OF US LINEN	INV 200 SUN WEST	\$1,840.24
321984	11/14/2025	367 TRAFFIC SAFETY SUPPLY CO INC	INV 200 SAFETY VESTS	\$1,222.42
000 - Fund Activity Subtotal:				\$30,655.20
010 - Fund Activity				
321773	11/14/2025	1526 ABADAN	COPIER MAINTENANCE - 2025	\$526.40
321899	11/14/2025	6743 LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2025	\$782.62
322104	11/26/2025	6743 LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2025	\$2,504.51
010 - Fund Activity Subtotal:				\$3,813.53
Total For Fund 502				\$34,468.73
Fund 503				
000 - Fund Activity				
EFT	11/25/2025	167 WA STATE DEPT OF REVENUE	OCTOBER 2025 EXCISE TAX	\$2.15
000 - Fund Activity Subtotal:				\$2.15
010 - Fund Activity				
EFT	11/03/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	\$15.00
EFT	11/03/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	\$15.00
321823	11/14/2025	35 CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	27TH & ELY -- TYPE 1, 10FT PED POLE AND BOLTS	\$2,453.01
321852	11/14/2025	81 FNS COLLISION GROUP LLC	VEHICLE REPAIR	\$3,403.19
321854	11/14/2025	409 FRONTIER FENCE INC	FENCE REPAIR AT FROST	\$2,529.60
321917	11/14/2025	1032 MORENO & CASTILLO CONSTRUCTION, LLC	P2517 PAY EST 1	\$5,890.40
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$38.38

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
322057	11/26/2025	8615 ADVANCED TRAFFIC PRODUCTS INC	10TH WASHINGTON PUSH BUTTON SIGNS	\$1,691.38
322077	11/26/2025	35 CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	BOB OLSON 24TH - LIGHT POLE AND PARTS	\$1,731.28
322083	11/26/2025	8079 EMPLOYMENT SECURITY DEPARTMENT, UI TAX ADMINISTRA	UI TAX-QTR END093025 - QTR ENDING UI TAX ADMINISTR	\$28,078.74
322088	11/26/2025	81 FNS COLLISION GROUP LLC		\$4,912.33
322092	11/26/2025	519 H&L AUTO GLASS LLC	WINDSHIELD GREEN TINT WINDSHIELD-	\$1,379.54
322128	11/26/2025	680 SIERRA ELECTRIC, INC.		\$2,090.62
322143	11/26/2025	2368 WESTERN SYSTEMS INC	6TH AND WASHINGTON - RRFB SET UP WITH SOLAR PANEL	\$858.01
010 - Fund Activity Subtotal:				\$55,086.48
Total For Fund 503				\$55,088.63
Fund 611				
010 - Fund Activity				
322081	11/26/2025	5685 ECKERT, NANCY	LEOFF 1 PENSION	\$1,882.02
322118	11/26/2025	6700 PURDY, PAULA	LEOFF 1 PENSION	\$1,201.55
322121	11/26/2025	145 REMUS, LARRY J	LEOFF 1 PENSION	\$993.29
322126	11/26/2025	148 SHAW, LEONARD	LEOFF 1 PENSION	\$706.04
322129	11/26/2025	150 SLEATER, LARRY L	LEOFF 1 PENSION	\$1,675.45
010 - Fund Activity Subtotal:				\$6,458.35
Total For Fund 611				\$6,458.35
Fund 612				
010 - Fund Activity				
321803	11/14/2025	185 BUCK, GARY E	1010-MEDICARE PART B	\$440.45
321838	11/14/2025	1894 EASLING, CONNIE	1010-MEDICARE PART B	\$185.00
321846	11/14/2025	41 FARNKOFF, ROBERT C	1010-MEDICARE PART B	\$185.00
321848	11/14/2025	58 FEARING, DOUG	1010-MEDICARE PART B	\$185.00
321859	11/14/2025	181 GIER, CHARLES W.	1010-MEDICARE PART B	\$174.70
321860	11/14/2025	134 GONDERMAN, DAVID A	1010-MEDICARE PART B	\$185.00
321865	11/14/2025	62 GROSS, ROBERT	1010-MEDICARE PART B	\$185.00
321872	11/14/2025	455 HEIMBIGNER, MICHAEL	1010-MEDICARE PART B	\$185.00
321877	11/14/2025	6744 HIRSCHL, ARTHUR D	1010-MEDICARE PART B	\$104.90
321886	11/14/2025	3891 JOPLIN, ALAN	1010-MEDICARE PART B	\$185.00
321887	11/14/2025	65 JUERGENSEN, CURT	1010-MEDICARE PART B	\$185.00
321895	11/14/2025	60 KRAFT, JAMES	1010-MEDICARE PART B	\$185.00
321903	11/14/2025	50 MACE, BILL	1010-MEDICARE PART B	\$9,306.00
321905	11/14/2025	52 MAPLETHORPE, JOHN G., JR	1010-MEDICARE PART B	\$5,205.84
321928	11/14/2025	142 O'HAIR, RONALD L	1010-MEDICARE PART B	\$185.00

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	
321940	11/14/2025	5554 PENNEY, MICHAEL	1010-MEDICARE PART B	\$134.00
321951	11/14/2025	145 REMUS, LARRY J	1010-MEDICARE PART B	\$185.00
321957	11/14/2025	1821 SCHARNHORST, DEAN	1010-MEDICARE PART B	\$1,812.00
321959	11/14/2025	148 SHAW, LEONARD	1010-MEDICARE PART B	\$442.18
321962	11/14/2025	150 SLEATER, LARRY L	1010-MEDICARE PART B	\$185.00
321964	11/14/2025	1199 KRISTI SMITH	ADMIN/CONSULTING FEES- OCTOBER 2025	\$1,200.00
321968	11/14/2025	66 SOUTHWICK, JOHN J., JR.	1010-MEDICARE PART B	\$185.00
321990	11/14/2025	1318 TRIPP, GREG	1010-MEDICARE PART B	\$285.00
322008	11/14/2025	8584 WAGNER, BRIAN	1010-MEDICARE PART B	\$181.00
322011	11/14/2025	9944 WATERS, DENNIS	1010-MEDICARE PART B	\$185.00
322018	11/14/2025	2997 WILLIAMS, GARY	1010-MEDICARE PART B	\$185.00
322019	11/14/2025	9776 YADEN, MARK	1010-MEDICARE PART B	\$185.00
010 - Fund Activity Subtotal:				\$22,246.07
Total For Fund 612				\$22,246.07
Fund 631				
000 - Fund Activity				
322076	11/26/2025	1200 CONNER SCOTT BUDZECK	REISSUED PAYROLL CHECK #76817-12/05/23	\$1,710.20
000 - Fund Activity Subtotal:				\$1,710.20
Total For Fund 631				\$1,710.20
Fund 642				
000 - Fund Activity				
321817	11/14/2025	1516 CITY OF WEST RICHLAND	SEPT 2025 METRO OT REIMBURSEMENT	\$363.33
322106	11/26/2025	1208 MARY KAY BURKHEAD	REIMB OF SEIZED FUNDS-SETTLEMENT	\$319.00
000 - Fund Activity Subtotal:				\$682.33
010 - Fund Activity				
321819	11/14/2025	1310 COLEMAN OIL COMPANY	METRO UC VEH FUEL	\$223.35
321922	11/14/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	UC VEH MAINTENANCE	\$12.66
321929	11/14/2025	4217 O'REILLY AUTO PARTS	UC VEH MAINTENANCE	\$196.35
321991	11/14/2025	457 TRUCKS & AUTO AUCTIONS	VEHICLE STORAGE FEE (NOV)	\$825.00
322002	11/14/2025	30 VERIZON NORTHWEST	CITY WIDE CELL PHONES	\$76.76
322047	11/20/2025	457 TRUCKS & AUTO AUCTIONS	VEHICLE STORAGE FEE (SEP)	\$985.00
322078	11/26/2025	7711 CULLIGAN WATER CONDITIONING	METRO-CULLIGAN WATER SERVICE	\$55.76
010 - Fund Activity Subtotal:				\$2,374.88
Total For Fund 642				\$3,057.21
Fund 888				

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



CHECK #		CHECK DATE	VENDOR NAME	DESCRIPTION	
000 - Fund Activity					
EFT		11/18/2025	5000 COMMERCIAL CARD SOLUTIONS, JP MORGAN CHASE - VISA	PCARD PURCHASES-OCTOBER 2025	\$70,906.54
000 - Fund Activity Subtotal:					\$70,906.54
Total For Fund 888					\$70,906.54
					\$9,441,409.98

City of Kennewick
Claims Roster by Fund/Division
11/1/2025 to 11/30/2025



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

Jessica Platt, Finance Director

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

Check Numbers 321771 through 322144:	\$5,246,493.30
Electronic Payments (EFT):	\$4,194,916.68
Total	\$9,441,409.98

City of Kennewick
Claims Roster by Fund/Division
 11/1/2025 to 11/30/2025



CLAIMS SUMMARY		
FUND	DESCRIPTION	AMOUNT
001	GENERAL FUND	1,076,419.25
102	STREET FUND	39,123.69
104	TRANSPORT BENEFIT DISTRICT FND	544,462.50
106	BI-PIN OPERATIONS FUND	8,072.95
107	COMMUNITY DEVELOPMENT FUND	204,094.26
111	ASSET FORFEITURE FUND	11,400.00
116	LODGING TAX FUND	25,286.72
117	CRIMINAL JUSTICE SALES TAX FND	5,448.11
118	HIDTA FIDUCIARY PROGRAM	142,885.01
300	CAPITAL IMPROVEMENTS FUND	2,180,435.56
303	URBAN ARTERIAL STREET FUND	360,880.01
402	MEDICAL SERVICES FUND	119,811.29
403	BUILDING SAFETY FUND	8,563.37
405	STORMWATER UTILITY FUND	65,767.39
410	WATER AND SEWER FUND	2,799,073.06
501	EQUIPMENT RENTAL FUND	1,655,751.08
502	CENTRAL STORES FUND	34,468.73
503	RISK MANAGEMENT FUND	55,088.63
611	FIREMENS PENSION FUND	6,458.35
612	OPEB TRUST FUND	22,246.07
631	PAYROLL FUND	1,710.20
642	METRO DRUG FORFEITURE FUND	3,057.21
888	RESIDUAL FUND	70,906.54
Total:		9,441,409.98

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



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
001 - GENERAL FUND				
CITY MANAGER	3717	AMAZON.COM	OFFICE SUPPLIES	103.34
CITY MANAGER	999998	4IMPRINT, INC	PADFOLIOS	730.21
CITY MANAGER	10158	PROCARD, CANVA	CANVA SUBSCRIPTION	70.99
CITY MANAGER	999998	OTC BRANDS	ORIENTAL TRADING COMPANY - CANDY PURCHASE	661.91
CITY MANAGER	999998	OPENAI *CHATGPT SUBSCR	CHATGPT SUBSCRIPTION - NO RECEIPT AVAILABLE	21.76
CITY MANAGER	3699	TRI-CITY AREA CHAMBER, OF COMMERCE		82.00
CITY MANAGER	6620	STK*SHUTTERSTOCK.COM		27.21
CITY MANAGER	999998	TRI-CITY REGIONAL CHAMBER	STATE OF THE CITIES - ERIN ERDMAN TICKET	39.17
CITY MANAGER	999998	CCI	CONSTANT CONTACT SUBSCRIPTION	451.53
CITY MANAGER	999998	THE BARRYMORE HOTEL TAMPA	ERIN ERDMAN ICMA CONFERENCE HOTEL	341.32
CITY MANAGER	999998	KIM FETROW PHOTOGRAPHY	ERIN ERDMAN PROFESSIONAL HEADSHOTS	565.76
CITY MANAGER	999998	THE BARRYMORE HOTEL TAMPA	ERIN ERDMAN ICMA CONFERENCE	947.60
City Manager Subtotal:				\$4,042.80
RECREATION SERVICES	3717	AMAZON.COM	KCC CLEANING SUPPLIES	16.29
RECREATION SERVICES	3717	AMAZON.COM	KCC SUPPLIES	76.79
RECREATION SERVICES	3717	AMAZON.COM	SR OFFICE SUPPLIES	115.87
RECREATION SERVICES	999998	SQ *TH GROUP LLC, DBA ACT	SENIOR PICNIC TICKET SALES	175.00
RECREATION SERVICES	3325	YOKE'S FRESH MARKET	HALLOWEEN SUPPLIES - KCC	45.98
RECREATION SERVICES	3717	AMAZON.COM	KCC OFFICE SUPPLIES	31.52
RECREATION SERVICES	3717	AMAZON.COM	SR CLEANING SUPPLIES	14.08
RECREATION SERVICES	3717	AMAZON.COM	SR SUPPLIES	11.73
RECREATION SERVICES	7217	FACEBOOK	EVENT POSTING NATIONAL NIGHT OUT	97.91
RECREATION SERVICES	999998	GREEN CLEANERS	DRY CLEANING	38.08
RECREATION SERVICES	7217	FACEBOOK	FACEBOOK ADVERTISING	65.52
RECREATION SERVICES	8305	CONSTANT CONTACT INC	CONSTANT CONTACT YEARLY SUBSCRIPTION	2,396.26
RECREATION SERVICES	7217	FACEBOOK	FACEBOOK MARKETING	97.29
RECREATION SERVICES	3717	AMAZON.COM	OFFICE PRINTER FOR WORKSTATION	586.43
RECREATION SERVICES	999998	GREEN CLEANERS	RAGS DRY CLEANING	38.08

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
RECREATION SERVICES	999998	PANDORA FOR BUSINESS B	PANDORA FOR THE PAVILION	32.59
RECREATION SERVICES	999998	PRISMM.COM	PRISMM SOFTWARE FOR EVENTS	567.94
RECREATION SERVICES	999998	TICKET TOMATO LLC	WFEA CONFERENCE - MAIN JULIA LANG	518.75
RECREATION SERVICES	999998	SLING.COM	SLING TV FOR THE PAVILION	70.98
RECREATION SERVICES	999998	CROWD MGR TRAINING	CROWD MANAGEMENT TRAINING GUEST SERVICES - KELLE GUZMAN	24.95
RECREATION SERVICES	999998	GREEN CLEANERS	UNIFORM DRY CLEANING	38.08
RECREATION SERVICES	999998	SNAPLOCK INDUSTRIES, INC	COURT FLOOR CLEANER	863.52
RECREATION SERVICES	999998	WASHINGTON FESTIVALS	MEMBERSHIP FOR WFEA	275.00
RECREATION SERVICES	3546	WRPA	WRPA CONFERENCE	1,315.00
Recreation Services Subtotal:				\$7,513.64
FACILITIES MAINTENANCE	999998	GOTPRINT.COM	BUSINESS CARDS FOR JOHN NOBLE TOM MCCORMICK	69.29
FACILITIES MAINTENANCE	999998	BATTERYSTUFF.COM	INVERTER FOR EMERGENCY LIGHTING	279.95
FACILITIES MAINTENANCE	999998	SP POOLWEB COM	POOL CHEMICAL PUMPS	2,012.71
FACILITIES MAINTENANCE	3717	AMAZON.COM	CELL PHONE CASE FOR THOMAS WORKMAN	24.78
FACILITIES MAINTENANCE	5681	AMERIGAS PROPANE LP	AMERIGAS TANK RENTAL - FACILITIES	185.75
FACILITIES MAINTENANCE	94	BENTON COUNTY TREASURER	CONVENIENCE FEE FOR CC PERMIT RENEWAL	37.36
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	ROOF CABLE KIT AND HINGES FOR FACILITIES	293.64
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	REFUND FOR HINGES FOR FACILITIES	(122.98)
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	HINGES FOR FACILITIES	72.98
FACILITIES MAINTENANCE	999998	WSU MARKETPLACE	PESTICIDE TRAINING FOR CREW	600.00
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	LEVEL	73.92
Facilities Maintenance Subtotal:				\$3,527.40
ECONOMIC DEVELOPMENT	3717	AMAZON.COM	A. MUAI: AMAZON BATTERY CHARGER/DRY ERASE MARKERS, ERASERS,	22.15
Economic Development Subtotal:				\$22.15
ACCOUNTING	3185	GFOA	GFOA CLASS REGISTRATION - A. SAINS	225.00
ACCOUNTING	3185	GFOA	GFOA CLASS REGISTRATION - C. TUDOR	150.00

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
ACCOUNTING	3554	DELTA AIRLINES	FLIGHT FOR GFOA CONF - M. BAKER	518.37
ACCOUNTING	999998	TIMEVALUE SOFTWARE	TIMEVALUE SOFTWARE SUBSCRIPTION - R. STODDARD	60.00
ACCOUNTING	3700	OFFICE DEPOT INC	OFFICE SUPPLIES - FINANCE	78.38
Accounting Subtotal:				\$1,031.75
HUMAN RESOURCES	999998	TEE TIME	TEE TIME MINI GOLF CHARGES FOR WELLNESS EVENT	135.01
HUMAN RESOURCES	8980	ROCKABILLY ROASTING CO	COFFEE CARAFE BUNDLE FOR FIRE CHIEF INTERVIEWS	114.24
HUMAN RESOURCES	6817	POPULAR DONUTS	FIRE CHIEF INTERVIEWS - DONUTS	18.00
HUMAN RESOURCES	3717	AMAZON.COM	OFFICE SUPPLY FOR ELISE B	44.59
HUMAN RESOURCES	999998	LANYARD* CUSTOMLANYARD	NEW HIRE BAGS	166.49
HUMAN RESOURCES	999998	MS CAREERS	UTILITY SERVICES CAPITAL PROJECT ENGINEER JOB POSTING	299.00
HUMAN RESOURCES	999998	PAYPAL	AWC UTILITY SVCS CAPITAL PROJECTS POSTING	50.00
HUMAN RESOURCES	999998	CAMPBELLS LODGE INC	AWC CONFERENCE - CRISTINA TEMPLETON	352.98
HUMAN RESOURCES	999998	CAMPBELLS LODGE INC	AWC CONFERENCE - ELISE BENITEZ	176.49
HUMAN RESOURCES	999998	CANVA* I04664-44435332	CANVA - OPEN ENROLLMENT & UNITED WAY RAFFLE CARDS	44.00
HUMAN RESOURCES	999998	PAYPAL	AWC POSTING FOR PARKS AND REC DIRECTOR	50.00
HUMAN RESOURCES	6669	JOBTARGET LLC	JOBTARGET POSTING FOR PARKS AND REC DIRECTOR	225.00
HUMAN RESOURCES	999998	TRAVEL GUARD GROUP INC	CHAD CROUCH FLIGHT INFORMATION TO MCLEAN CONFERENCE	706.14
HUMAN RESOURCES	999998	NEXT MOVE GROUP LLC	JOB BOARD POSTING - SHORT VIDEO PROMOTION	990.00
HUMAN RESOURCES	999998	BIG 5 SPORTING GOODS 170	WELLNESS / UNITED WAY LUNCHEON PRIZES	54.36
HUMAN RESOURCES	999998	ASSOCIATIO* NRPA CAREE	NRPA JOB POSTING	275.00
Human Resources Subtotal:				\$3,701.30
CUSTOMER SERVICE	3717	AMAZON.COM	DESK FOR RENE WITTMAN	267.64
CUSTOMER SERVICE	3717	AMAZON.COM	OFFICE SUPPLIES - CUST SVC	73.28
CUSTOMER SERVICE	999998	IPRINT TECHNOLOGIES	PRINTER INK FOR CUST SVC - S. HAUSS	128.39
CUSTOMER SERVICE	999998	GOTPRINT.COM	BUSINESS CARDS FOR TYLER HAUETER COREY MATTA AND MARIBEL	38.29
Customer Service Subtotal:				\$507.60
CODE ENFORCEMENT	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	T. GOTT: ICC RES. BLDG INSP EXAM	240.00
CODE ENFORCEMENT	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	T. GOTT: ICC 2021 ZONING INSPECT. GUIDE/2021 IZC	129.47

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
Code Enforcement Subtotal:				\$369.47
CITY ATTORNEY	999998	GOTPRINT.COM	BUSINESS CARDS FOR TYLER HAUETER COREY MATTA AND MARIBEL	60.58
CITY ATTORNEY	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	NAME PLATES (3), TITLE PLATE, AND NAME PLATE HOLDER	39.70
CITY ATTORNEY	999998	WSAMA	WSAMA MEMBERSHIP FEE - T HAUTER	31.20
CITY ATTORNEY	999998	WSAMA	REGISTRATION FEE WSAMA FALL CONFERENCE - TYLER HAUTER	481.31
CITY ATTORNEY	999998	NCOURT*WABENTONDISTWP	SC APPEAL AUDIO TRANSCRIPT - COK V. RICHEY, DELANY 24-1-00296-03	26.00
CITY ATTORNEY	999998	AMAZON MKTPL	LAPTOP TRAVEL CASE	29.75
CITY ATTORNEY	999998	MARCUS WHITMAN HOTEL	HOTEL FOR WSAMA FALL CONFERENCE - TYLER HAUTER	329.82
CITY ATTORNEY	3717	AMAZON.COM	KEYBOARD AND MOUSE FOR C KRZAN-MATTA	77.51
CITY ATTORNEY	3717	AMAZON.COM	(2) 32" MONITORS - CITY ATTY	652.78
City Attorney Subtotal:				\$1,728.65
CITY CLERK	3717	AMAZON.COM		30.45
CITY CLERK	999998	LEGACY.COM* LEGAL TRIC	LEGAL NOTICE	75.45
CITY CLERK	999998	LEGACY.COM* LEGAL TRIC	LEGAL NOTICE	3.18
CITY CLERK	999998	HILTON GARDEN INN	WMCA TRAINING LODGING	250.62
CITY CLERK	999998	ASSOC OF WA	TRAINING SESSION	32.64
CITY CLERK	999998	HOLIDAY INN	WAPRO KRYSTAL LODGING	129.13
CITY CLERK	999998	HOLIDAY INN	WAPRO BRANDI LODGING	129.13
CITY CLERK	999998	LEGACY.COM* LEGAL TRIC	LEGAL NOTICE	63.96
CITY CLERK	14	BENTON COUNTY	DOCUMENT RECORDING	630.58
City Clerk Subtotal:				\$1,345.14
INFORMATION TECHNOLOGY	999998	GOTPRINT.COM	BUSINESS CARDS FOR BIF HULSE	39.70
INFORMATION TECHNOLOGY	229	DELL MARKETING L.P., C/L DELL USA L.P.	(10) DELL 24" MONITORS - IT STOCK	1,754.29
INFORMATION TECHNOLOGY	999998	BRIDGEPAY	MONTHLY CREDIT CARD PROCESSING	78.50
INFORMATION TECHNOLOGY	10459	PROCARD, PAYFLOW/PAYPAL	MONTHLY CREDIT CARD PROCESSING	719.15
INFORMATION TECHNOLOGY	3717	AMAZON.COM	HDMI CABLE/POWER STRIP - IT	60.04
INFORMATION TECHNOLOGY	4169	INTEGO	SNAGIT MAINTENANCE RENEWAL	14.22
INFORMATION TECHNOLOGY	999998	CBR*KIOWARE	KIOWARE KIOSK SOFTWARE - IT	168.49
INFORMATION TECHNOLOGY	4107	WWW.METROLINEDIRECT.COM	(3) CISCO 7841 DESK PHONES - IT	97.59

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
INFORMATION TECHNOLOGY	999998	BLUEBEAM INC.	BLUEBEAM STUDIO PRIME RENEWAL	1,060.81
INFORMATION TECHNOLOGY	4107	WWW.METROLINEDIRECT.COM	CISCO 8841 DESK PHONE - IT	53.15
INFORMATION TECHNOLOGY	999998	CDW GOVT #BJ/SHAYLYNN	(2) ADOBE ACROBAT LICENSES	79.25
INFORMATION TECHNOLOGY	999998	BCM ONE INC	MONTHLY PHONE LINE CHARGES	378.76
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(24) STORAGE TOTES FOR IT WORKROOM	217.52
INFORMATION TECHNOLOGY	999998	BLINDS.COM #2150	BLINDS - BROOKE SWINEY OFFICE	171.80
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(12) SURGE PROTECTOR POWER STRIPS - IT STOCK	124.46
INFORMATION TECHNOLOGY	3717	AMAZON.COM	TECHNOLOGY IMPROVEMENTS - IT WORKROOM	865.55
INFORMATION TECHNOLOGY	999998	SKAMANIA LODGE	ACCIS CONFERENCE - TRACY TROUTMAN - HOTEL	252.11
Information Technology Subtotal:				\$6,135.39
PLANNING	999998	APA	A. PIPER: 2026 APA/WA CHAPTER MEMBERSHIP DUES	553.00
PLANNING	3717	AMAZON.COM	M DIDIER: AMAZON 2 DESK CALENDARS 2026	23.74
PLANNING	3717	AMAZON.COM	M DIDIER: AMAZON WALL CALENDAR/PLANNER	29.54
PLANNING	3717	AMAZON.COM	M DIDIER: AMAZON 2026 ERASABLE CALENDAR/3-MONTH WALL	26.06
PLANNING	999998	HOTEL MURANO	J LARIS: TACOMA HOTEL 2025 APA CONFERENCE	694.95
PLANNING	999998	HOTEL MURANO	M. STUNTEBECK: TACOMA HOTEL: 2025 APA CONFERENCE	694.95
PLANNING	3700	OFFICE DEPOT INC	M. DIDIER: 2026 DESK PAD CALENDAR/GEL PENS BLK & PRPL	56.54
PLANNING	3717	AMAZON.COM	A. MUAI: AMAZON BATTERY CHARGER/DRY ERASE MARKERS, ERASERS,	22.15
PLANNING	3717	AMAZON.COM	M DIDIER: AMAZON 2026 7 WALL CALENDARS/ 1 DESKPAD CALENDAR	96.54
Planning Subtotal:				\$2,197.47
KPD-ADMINISTRATION	7070	PROCARD, SQUARE INC	FOOD FOR CORPORAL TESTING ASSESSORS	41.40
KPD-ADMINISTRATION	999998	UPS	UPS	494.55
KPD-ADMINISTRATION	3717	AMAZON.COM	CELL PHONE COVERS	56.56
KPD-ADMINISTRATION	999998	MICROSOFT#G118594320	SUBSCRIPTION	5.45
KPD-ADMINISTRATION	172	THE TRI-CITY HERALD	ANNUAL SUBSCRIPTION	299.99
KPD-ADMINISTRATION	999998	SPECTRUM	BASIC CABLE SERVICES	286.11
KPD-ADMINISTRATION	3325	YOKE'S FRESH MARKET	PROMOTIONAL TEST SUPPLIES	78.34
KPD-ADMINISTRATION	999998	TST*GREAT HARVEST - KENN	FOOD FOR PROMOTIONAL TEST ASSESSORS	256.32
KPD-ADMINISTRATION	3717	AMAZON.COM	BOOKS	151.70

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
KPD-Administration Subtotal:				\$1,670.42
KPD-CRIMINAL INVESTIGATION	999998	PEAVEY CORP.	EVIDENCE TAPE	465.48
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	CHARGERS & CHARGING CABLES FOR FORENSIC LAB	81.13
KPD-CRIMINAL INVESTIGATION	9883	PROCARD, DOMINO'S 7165	FOOD FOR CID DURING INVESTIGATION	77.12
KPD-CRIMINAL INVESTIGATION	999998	TRI-TECH FORENSICS INC	15 SEXUAL ASSAULT KITS FOR EVIDENCE	323.14
KPD-CRIMINAL INVESTIGATION	1748	FBI-LEEDA	COMMANDER LEADERSHIP TRAINING IN SPOKANE	795.00
KPD-CRIMINAL INVESTIGATION	999998	SCALES PLUS	SCALE FOR EVIDENCE	527.02
KPD-CRIMINAL INVESTIGATION	3883	U R M CASH & CARRY	EVIDENCE SUPPLIES	24.26
KPD-CRIMINAL INVESTIGATION	999998	SPECTRUM	ICAC LAB INTERNET SERVICES	130.00
KPD-Criminal Investigation Subtotal:				\$2,423.15
KPD-PATROL	999998	CDW GOVT #MCGEE/TAYLOR	(3) ADOBE ACROBAT LICENSES - KPD	195.55
KPD-PATROL	3717	AMAZON.COM	PHONE CASE FOR JAMES SCOTT - KPD	7.22
KPD-PATROL	1197	INTOXIMETERS, INC.	PTO CALIBRATION GAS	273.37
KPD-PATROL	1775	GRAINGER	FLARES	255.89
KPD-PATROL	3717	AMAZON.COM	COVER, CHARGER FOR AMAZON TABLET FOR PATROL LT	56.26
KPD-PATROL	3717	AMAZON.COM	TABLET FOR PATROL LT	316.65
KPD-PATROL	999998	HOGENTOGLER & CO INC	DIGITAL EVIDENCE SCALE FOR STATION 65	311.82
KPD-Patrol Subtotal:				\$1,416.76
KPD-STAFF SERVICES	5727	COSTCO ANYWHERE CITI VISA	SNACKS FOR KPD CITIZEN'S ACADEMY	43.27
KPD-STAFF SERVICES	3717	AMAZON.COM	LONG PHONE HANDSET CORD - KPD RECORDS	10.61
KPD-STAFF SERVICES	3717	AMAZON.COM	WIRELESS KEYBOARD - KPD RECORDS	82.68
KPD-STAFF SERVICES	3717	AMAZON.COM	WIRED KEYBOARD - KPD RECORDS	48.95
KPD-Staff Services Subtotal:				\$185.51
KPD-SPECIAL SERVICES	1748	FBI-LEEDA	FBI LEEDA COMMAND LEADERSHIP INSTITUTE TRAINING FOR CMDR.	795.00
KPD-SPECIAL SERVICES	5823	GALLS, LLC	CORPORAL/SERGEANT CHEVRON PATCHES	236.73
KPD-SPECIAL SERVICES	3717	AMAZON.COM	NIGHT SHOOT GLOW STICKS	56.19
KPD-SPECIAL SERVICES	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	RANGE TARGET STICKS	180.06
KPD-SPECIAL SERVICES	999998	SHOOTING TARGETS USA	TARGETS	725.50

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
KPD-SPECIAL SERVICES	3717	AMAZON.COM	CUFF MAG POUCH FOR MERKL (RETURNED)	45.11
KPD-SPECIAL SERVICES	3717	AMAZON.COM	HANDCUFF MAG POUCH RETURNED	(45.11)
KPD-SPECIAL SERVICES	3717	AMAZON.COM	BOXES FOR RANGE WAIVERS	43.70
KPD-SPECIAL SERVICES	3717	AMAZON.COM	MAG/HANDCUFF POUCH FOR MERKL	54.90
KPD-SPECIAL SERVICES	5727	COSTCO ANYWHERE CITI VISA	TRAINING OPERATING SUPPLIES	169.32
KPD-SPECIAL SERVICES	5782	HOBBY-LOBBY #457	VOLUNTEER SUPPLIES	30.44
KPD-Special Services Subtotal:				\$2,291.84
FIRE ADMINISTRATION	3717	AMAZON.COM	CONTAINER STATION CLEANING CHEMICALS	108.65
FIRE ADMINISTRATION	3717	AMAZON.COM	REPLACEMENT MOP BUCKET W RINGER	38.08
FIRE ADMINISTRATION	3717	AMAZON.COM	ROLLING CARTS FOR EACH STATION	283.60
FIRE ADMINISTRATION	3717	AMAZON.COM	CO DETECTOR/ALARM FOR STA. 2	12.75
FIRE ADMINISTRATION	1215	GEARGRID LLC	PARTS FOR STA 3 PPE STORAGE RACKS	127.72
FIRE ADMINISTRATION	3717	AMAZON.COM	VARIOUS STATION SUPPLIES	38.80
FIRE ADMINISTRATION	999998	UPS	UPS	45.50
Fire Administration Subtotal:				\$655.10
FIRE SUPPRESSION	999998	HARBOR FREIGHT TOOLS3048	SMALL TOOLS FOR APPARATUS TOOL BOXES	59.84
FIRE SUPPRESSION	3717	AMAZON.COM	SCBA SUPPLIES FOR TESTING	20.47
FIRE SUPPRESSION	3717	AMAZON.COM	POLO SHIRT INSPECTIONS	29.37
FIRE SUPPRESSION	3717	AMAZON.COM	APPARATUS MAINTENANCE EQUIP.	202.77
FIRE SUPPRESSION	3717	AMAZON.COM	FOR ANNUAL TESTING, MARKERS	7.17
FIRE SUPPRESSION	999998	HAGLUND'S TROPHIES	IMT ITEMS FOR PASSPORTS	334.04
FIRE SUPPRESSION	999998	SP NORTH STAR SPORTS	WILDLAND GEAR BAGS	393.76
FIRE SUPPRESSION	999998	HOGAN COMPANY	PICKETS FOR RESUCE 41 STRUTS	108.23
FIRE SUPPRESSION	999998	NW POWER EQUIPMENT	PART FOR CHAINSAW	8.69
FIRE SUPPRESSION	3717	AMAZON.COM	TEST LOCK-BOX KNOX KEYS	39.16
FIRE SUPPRESSION	3717	AMAZON.COM	ISSUE UNIFORMS PIO	20.30
Fire Suppression Subtotal:				\$1,223.80
FIRE PREVENTION/INVESTIGATION	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	ONLINE TEST FOR ICC FIRE PLANS EXAMINER CERTIFICATION	305.00

City of Kennewick
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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
Fire Prevention/Investigation Subtotal:				\$305.00
ENGINEERING	999998	DOL - PROFESSIONAL LICEN	WSDOL PE LICENSE RENEWAL - \$128.00 C. SHANNON	128.00
ENGINEERING	7220	PROCARD, THE HUMAN SOLUTION	UPLIFT \$825.79 STANDING DESK	825.79
ENGINEERING	999998	CARLSON SOFTWARE INC	CARLSON SOFTWARE \$235.00 MAINTENANCE RENEWAL	255.68
ENGINEERING	999998	LINKEDINPREB *12405306	LINKEDIN SUBSCRIPTION RENEWAL FEE - RYAN DURHAM	352.38
Engineering Subtotal:				\$1,561.85
GF-NONDEPARTMENTAL	3717	AMAZON.COM	EMPLOYEE BREAKFAST - REDBULLS	76.12
GF-NONDEPARTMENTAL	3883	U R M CASH & CARRY	2025 EMPLOYEE BREAKFAST	93.64
GF-NONDEPARTMENTAL	3325	YOKE'S FRESH MARKET	EMPLOYEE BREAKFAST SUPPLIES	43.28
GF-NONDEPARTMENTAL	3883	U R M CASH & CARRY	RETURNED ITEMS FROM 2025 EMPLOYEE BREAKFAST	(93.64)
GF-NONDEPARTMENTAL	8980	ROCKABILLY ROASTING CO	EMPLOYEE BREAKFAST SUPPLIES	86.66
GF-NONDEPARTMENTAL	3325	YOKE'S FRESH MARKET	YOKES EMPLOYEE BREAKFAST - D. DOREMUS	141.42
GF-NONDEPARTMENTAL	999998	CHEFSTORE 7575	US CHEFS STORE EMPLOYEE BREAKFAST - D. DOREMUS	341.61
GF-NONDEPARTMENTAL	3883	U R M CASH & CARRY	URM CASHCARRY EMPLOYEE BREAKFAST - D. DOREMUS	103.87
GF-Nondepartmental Subtotal:				\$792.96
001 - GENERAL FUND Total:				\$44,649.15
102 - STREET FUND				
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING FOR JOSH JACOBSEN	157.73
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING FOR HAYDEN DOCKEN	43.51
Fund Activity Subtotal:				\$201.24
TRAFFIC	999998	INTERNATIONAL TRANSACTION	SAFETYAWARE INTERNATIONAL TRANSACTION FEE - J. CARLSON	4.50
TRAFFIC	999998	AWARE360 LTD	SAFETYAWARE ANNUAL LICENSE_MONITORING - J. CARLSON	300.00
Traffic Subtotal:				\$304.50
102 - STREET FUND Total:				\$505.74
106 - BI-PIN OPERATIONS FUND				
FUND ACTIVITY	999998	WSFERRIES- WEB SALES	NW CJIS CONFERENCE - TRACY TROUTMAN - FERRY TO BREMERTON	61.50
FUND ACTIVITY	3869	HAMPTON INNS	NW CJIS CONFERENCE - KANDY GONSALVES - HOTEL	406.26
FUND ACTIVITY	3869	HAMPTON INNS	NW CJIS CONFERENCE - TRACY TROUTMAN - HOTEL	815.07
Fund Activity Subtotal:				\$1,282.83

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
106 - BI-PIN OPERATIONS FUND Total:				\$1,282.83
107 - COMMUNITY DEVELOPMENT FUND				
CDBG	999998	COLUMBIABSN BADGER	K. PEEL: COL. BASIN BADGER CLUB 10/22/2025 HOMELESS	11.00
CDBG Subtotal:				\$11.00
107 - COMMUNITY DEVELOPMENT FUND Total:				\$11.00
111 - ASSET FORFEITURE FUND				
FUND ACTIVITY	8386	PERF PUBLICATIONS	SMIP TRAINING - I MERKL	550.00
Fund Activity Subtotal:				\$550.00
111 - ASSET FORFEITURE FUND Total:				\$550.00
117 - CRIMINAL JUSTICE SALES TAX FND				
CITY ATTORNEY	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	NAME PLATES (3), TITLE PLATE, AND NAME PLATE HOLDER	13.23
CITY ATTORNEY	999998	AMAZON MKTPL	LAPTOP TRAVEL CASE	9.91
CITY ATTORNEY	3717	AMAZON.COM	KEYBOARD AND MOUSE FOR C KRZAN-MATTA	25.83
City Attorney Subtotal:				\$48.97
KPD-PATROL	999998	SPECTRUM	REDUNDANT INTERNET ACCESS	580.00
KPD-Patrol Subtotal:				\$580.00
117 - CRIMINAL JUSTICE SALES TAX FND Total:				\$628.97
300 - CAPITAL IMPROVEMENTS FUND				
LAND & FACILITIES	10004	STITES, AARON W	COLUMBIA PARK BOAT LAUNCH PERMIT	5,443.75
LAND & FACILITIES	999998	IN *STARK DESIGN LLC	DOG PARK SIGNS	513.50
Land & Facilities Subtotal:				\$5,957.25
300 - CAPITAL IMPROVEMENTS FUND Total:				\$5,957.25
402 - MEDICAL SERVICES FUND				
FUND ACTIVITY	999998	SSCOR, INC	CHARGING CORDS FOR MEDIC UNITS	181.00
FUND ACTIVITY	3717	AMAZON.COM	BIN STAPLER FOR EMS NEW MEDICS AND ROOM RE-ORGANIZE	29.60
FUND ACTIVITY	3717	AMAZON.COM	STAPLES FOR STAPLER - NEW MEDICS	2.98
FUND ACTIVITY	3717	AMAZON.COM	ROPE BAG NEW MEDIC-RESERVE	39.67
FUND ACTIVITY	999998	PAYPAL	SAMSON LIFTING STRAPS	182.97
FUND ACTIVITY	999998	OTC BRANDS	EMS STUFFED ANIMALS	190.29

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



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	3717	AMAZON.COM	BINOCULARS FOR MEDIC-RESERVE	52.20
FUND ACTIVITY	999998	SP ZERO9 SOLUTIONS LLC	TEST HOLSTER NEW RADIOS	113.98
FUND ACTIVITY	999998	SP BOYT HARNESS	CASE TO CARRY EZ-IO	98.95
FUND ACTIVITY	999998	SGT FIRE BAGS, LLC	RADIO CLIPS FOR STRAP	28.35
FUND ACTIVITY	3700	OFFICE DEPOT INC	ERGONOMIC OFFICE CHAIR	620.15
FUND ACTIVITY	3717	AMAZON.COM	IPAD CASE FOR REPLACEMENT IPAD	26.86
FUND ACTIVITY	3717	AMAZON.COM	POLO SHIRT INSPECTIONS	166.43
FUND ACTIVITY	3717	AMAZON.COM	CONTAINER STATION CLEANING CHEMICALS	108.65
FUND ACTIVITY	3717	AMAZON.COM	REPLACEMENT MOP BUCKET W RINGER	38.07
FUND ACTIVITY	3717	AMAZON.COM	ROLLING CARTS FOR EACH STATION	283.60
FUND ACTIVITY	3717	AMAZON.COM	CO DETECTOR/ALARM FOR STA. 2	12.75
FUND ACTIVITY	3717	AMAZON.COM	ISSUE UNIFORMS PIO	115.02
FUND ACTIVITY	1215	GEARGRID LLC	PARTS FOR STA 3 PPE STORAGE RACKS	127.72
FUND ACTIVITY	3717	AMAZON.COM	VARIOUS STATION SUPPLIES	38.79
Fund Activity Subtotal:				\$2,458.03
402 - MEDICAL SERVICES FUND Total:				\$2,458.03
403 - BUILDING SAFETY FUND				
FUND ACTIVITY	3717	AMAZON.COM	M DIDIER: AMAZON 2026 7 WALL CALENDARS/ 1 DESKPAD CALENDAR	96.54
Fund Activity Subtotal:				\$96.54
403 - BUILDING SAFETY FUND Total:				\$96.54
405 - STORMWATER UTILITY FUND				
FUND ACTIVITY	999998	KENWORTH SALES PASCO	FENDER FOR ACCIDENT REPAIR	1,369.03
FUND ACTIVITY	999998	WSU MARKETPLACE	PESTICIDE RECERTIFICATION CLASSES FOR JOSH SOGGIE, KEITH WALKER	360.00
FUND ACTIVITY	999998	INTERNATIONAL TRANSACTION	SAFETYAWARE INTERNATIONAL TRANSACTION FEE - J. CARLSON	4.50
FUND ACTIVITY	999998	AWARE360 LTD	SAFETYAWARE ANNUAL LICENSE_MONITORING - J. CARLSON	300.00
Fund Activity Subtotal:				\$2,033.53
405 - STORMWATER UTILITY FUND Total:				\$2,033.53
410 - WATER AND SEWER FUND				
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING ROSS WOODWARD	206.67

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



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING FOR RYAN BURNS	174.04
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING FOR GEORGE MESSENGER	163.19
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING FOR DUSTIN GERLACH	163.19
FUND ACTIVITY	3717	AMAZON.COM	PHONE CASE/CHARGER - GINA MORGAN - DPW	20.15
FUND ACTIVITY	3717	AMAZON.COM	PHONE CASE/CHARGER FOR KEVIN P - DPW	21.66
FUND ACTIVITY	7818	PROCARD, AWWA.ORG	AWWA WQTC REG FEE- C. SHANNON	760.00
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	THE HOME DEPOT \$265.46 WATER DIST.	265.46
FUND ACTIVITY	3717	AMAZON.COM	AMAZON \$58.65 BATTERIES FOR METERS	58.65
FUND ACTIVITY	3717	AMAZON.COM	AMAZON \$53.61 CALENDAR	53.61
FUND ACTIVITY	10004	STITES, AARON W	COK PERMIT \$311.00	311.00
FUND ACTIVITY	999998	WSU MARKETPLACE	PESTICIDE 2-DAY CLASS REGISTRATION FOR JOEY LEMIEUX & DANIEL	240.00
FUND ACTIVITY	3292	BEST BUY	CAR CHARGER FOR LOCATE TRUCK	41.34
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	TUBING & MURIATIC ACID FOR WTP	54.29
FUND ACTIVITY	3717	AMAZON.COM	KEYBOARD & MOUSE FOR LUKE FREEMAN - WTP	101.16
FUND ACTIVITY	999998	RICHLAND LANDFILL	ASBESTOS WASTE FROM FIRE HYDRANT REPLACEMENTS - WATER	30.90
FUND ACTIVITY	6303	BEDROCK SPECIALTY STONE, PRODUCTS	BASALT ROCK FOR LANDSCAPE RESTORATION AT 628 N. FISHER -	26.20
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	WATER SOFTENER & INSTALLATION SUPPLIES - WWTP	51.46
FUND ACTIVITY	3717	AMAZON.COM	2026 WALL CALENDAR FOR CARY ROE	16.84
FUND ACTIVITY	999998	INTERNATIONAL TRANSACTION	SAFETYAWARE INTERNATIONAL TRANSACTION FEE - J. CARLSON	18.00
FUND ACTIVITY	999998	AWARE360 LTD	SAFETYAWARE ANNUAL LICENSE_MONITORING - J. CARLSON	1,200.00
FUND ACTIVITY	999998	UPS	UPS	349.85
Fund Activity Subtotal:				\$4,327.66
410 - WATER AND SEWER FUND Total:				\$4,327.66
501 - EQUIPMENT RENTAL FUND				
FUND ACTIVITY	2435	WA STATE SECRETARY OF STATE	REPORT OF SALE VEHICLE 5518	13.65
FUND ACTIVITY	754	DEPARTMENT OF LICENSING	REGISTRATION VEHICLE 5521	64.00
FUND ACTIVITY	999998	SP TIGERTOUGH	TACTICAL SEAT COVERS VEHICLE 7512	388.42

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



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	999998	SP DECKED	CARGO SYSTEM VEHICLE 7512	1,822.40
FUND ACTIVITY	999998	IN *PUBLIC FLEET MANAGERS	PUBLIC FLEET MANAGERS ASSOCIATION MEMBERSHIP	150.00
FUND ACTIVITY	3717	AMAZON.COM	DAYMINDER APPOINTMENT BOOK	26.23
FUND ACTIVITY	3717	AMAZON.COM	WALL HOLDER FOR SAFETY GLASSES	23.92
FUND ACTIVITY	999998	SP ATS MACHINE SAFET	REPLACEMENT GUARDS FOR GRINDERS	108.21
FUND ACTIVITY	104	WA STATE LABOR & INDUSTRIES	ELEVATOR PERMIT RENEWALS	1,149.50
FUND ACTIVITY	999998	OVERTURF MOTOR COMPANY,	SEAT COVER FOR V7939	444.26
FUND ACTIVITY	999998	ROUGHOUNTRY.COM	BED COVER FOR V7512	870.35
FUND ACTIVITY	999998	SP INTEGRAL TRUCK	BOXLINK STRAPS FOR V7512	138.93
Fund Activity Subtotal:				<u>\$5,199.87</u>
501 - EQUIPMENT RENTAL FUND Total:				<u>\$5,199.87</u>
503 - RISK MANAGEMENT FUND				
FUND ACTIVITY	999998	CAMPBELLS LODGE INC	AWC CONFERENCE ROCHELLE STRADER	176.49
Fund Activity Subtotal:				<u>\$176.49</u>
503 - RISK MANAGEMENT FUND Total:				<u>\$176.49</u>
642 - METRO DRUG FORFEITURE FUND				
FUND ACTIVITY	999998	USPS PO 5471400352	METRO POSTAGE (TF25-008,TF25-030)	28.60
FUND ACTIVITY	3717	AMAZON.COM	METRO OFFICE SUPPLIES(FORKS, SDCARDS)	51.15
FUND ACTIVITY	3717	AMAZON.COM	METRO SURVEILLANCE CAMCORDERS (3X)	2,937.57
FUND ACTIVITY	999998	USPS PO 5440320336	METRO POSTAGE (TF24-072)	12.16
Fund Activity Subtotal:				<u>\$3,029.48</u>
642 - METRO DRUG FORFEITURE FUND Total:				<u>\$3,029.48</u>
Grand Total:				<u><u>\$70,906.54</u></u>

City of Kennewick
PCard Roster by Fund
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 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.

A handwritten signature in black ink that reads "Jessica Platt". The signature is written in a cursive style with a long horizontal stroke at the end.

Jessica Platt, Finance Director

Council Agenda Coversheet	Item Number: 4.f. Date: 12/16/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Payroll Roster: For the Pay Period Ending 11/30/2025 Department: Finance	
<u>Recommendation</u> Staff recommends that Council approve the payroll roster as presented. <u>Motion for Consideration</u> Motion to approve the payroll roster for the pay period ending 11/30/2025. <u>Summary</u> None. <u>Alternatives</u> None. <u>Fiscal Impact</u> 11/30/2025 Total: \$4,251,044.74		
<u>Attachments:</u> 1. Roster		

Payroll Roster for Pay Period Ending 11/30/2025

All Departments:

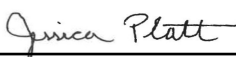
	97,279.75
Building Safety	7,320.00
City Attorney	38,529.71
City Council	5,137.50
City Manager	13,396.17
Community Planning	26,021.33
Engineering	68,877.23
Finance	60,966.02
Fire	199,279.47
Management Services	87,497.97
Non-Departmental	2,413.21
Parks, Recreation & Facilities	76,691.08
Police	1,179,357.75
Subtotal - General Fund	1,862,767.19
	3,727.50
BI-PIN	25,475.91
Building Safety	63,418.27
Criminal Justice	197,560.09
Equipment Rental	16,487.12
Management Services	4,012.00
Medical Services	902,983.60
Stormwater	28,123.47
Street	48,925.33
Water & Sewer	185,842.99
Subtotal - Other Funds	1,476,556.28
Total Salaries and Wages	3,339,323.47

Benefits

Dental Insurance	24,668.75
DRS Retirement	168,463.98
Employee Assistance Program	28.56
Medical Expense Reimbursement Plan	3,412.50
Medical Insurance	378,333.92
Medicare	47,746.38
MissionSquare Deferred Compensation	92,146.58
Social Security (OASDI)	121,148.56
Vision Insurance	3,641.91
WA Paid Family & Medical Leave	8,173.53
Worker's Compensation Insurance	63,956.60
Total Benefits	911,721.27
Grand Total	\$4,251,044.74

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 \$4,251,044.74 comprised of check numbers 78152 through 78385 and direct deposit numbers 241809 through 242261.

Approved for payment:



 Jessica Platt, Finance Director

Council Agenda Coversheet 	Item Number: 4.g. Date: 12/16/2025 Item Type: Contract/Agreement/Lease Subject: Northwest High Intensity Drug Trafficking Area (HIDTA) 2026 Contracts Department: Finance	Category: Consent Agenda
<u>Recommendation</u> Staff recommends that City Council authorize the City Manager to sign service agreements with the ten Northwest High Intensity Drug Trafficking Area (HIDTA) contractors for 2026. <u>Motion for Consideration</u> Motion to approve the 2026 Northwest HIDTA contracts as presented. <u>Summary</u> As a Fiduciary for the Northwest HIDTA program, the City's responsibilities primarily consist of administrative duties, including required reporting to the federal government and acting as a pass-through for federal funds to the program's contracted staff. As a part of its administrative duties, the City is required to enter into separate agreements with the program's contractors, along with Northwest HIDTA. The City approved contracts for these 10 positions in 2025; however, the agreements expire 12/31/2025 and it's necessary to execute new contracts for 2026. Each proposed agreement has been reviewed by the City Attorney's Office and finance staff and includes a scope of services to be performed, as well as the compensation each position will receive during the covered period of 2026. The funding for all payments made by the City in the fiduciary role will be reimbursed through a federal grant. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> The proposed contractor agreements do not have a fiscal impact on the City of Kennewick. All compensation and reimbursements authorized under the agreements will be reimbursed to the City through a federal HIDTA grant. The City currently has an agreement in place to be paid \$75,000 annually as compensation for performing its administrative duties as a fiduciary for the Northwest HIDTA.		
<u>Attachments:</u> 1. WeinerJ Agreement 2. ChristineJ Agreement 3. PowelleE Agreement 4. McKenziel Agreement 5. RossB Agreement 6. MizerM Agreement 7. EvansK Agreement 8. MitchellS Agreement 9. VelascoG Agreement 10. DuranM Agreement		

CONTRACTOR: Jonathan Weiner
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Executive Director
AMOUNT: \$251,544.00
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA EXECUTIVE DIRECTOR SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) executive director services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and JONATHAN WEINER, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform executive director services for HIDTA. Executive director services include, but are not limited to:

- 1.1 Reviewing, evaluating, and advising participating federal and state agencies on proposed initiatives and budget requests relating to drug law enforcement activity grants for the coming year;
- 1.2 Reviewing proposed grant initiatives with submitting jurisdictions, advising as to whether the content is sufficient to achieve the funding goal stated in the initiative and budget request, and acting as liaison between submitting jurisdictions and HIDTA’s executive board (“executive board”), the National HIDTA Committee, and the Office of National Drug Control Policy (“ONDCP”);
- 1.3 Preparing and submitting to the executive board an annual report, part of an annual budget request (ABR), that is consistent with the guidelines established by the executive board, ONDCP, budget requests, and funding received by HIDTA;
- 1.4 Preparing and submitting to the executive board initiative description and budget proposals for each component of HIDTA (law enforcement, treatment, and prevention) that is consistent with ABR requirements;
- 1.5 Updating the executive board each quarter regarding HIDTA activities. This briefing shall include a fiscal overview to ensure consistency with program objectives and, in the case of grant funding, compliance with applicable grant guidelines;

- 1.6 Serving as a liaison between task forces served by HIDTA, other HIDTAs, law enforcement and military agencies, treatment and prevention agencies, and private sector organizations and vendors;
- 1.7 Performing other duties, responsibilities, and functions of the executive director as indicated on the most recent position vacancy announcement for the executive director position; and
- 1.8 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the executive board, established committees, or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of director of ONDCP.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, car allowance, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of two hundred fifty-one thousand five hundred forty-four dollars and no cents (\$251,544.00) for the services

provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary and car allowance, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive board, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive board, established committees, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

JONATHAN WEINER

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Julie Christine
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Financial Manager
AMOUNT: \$159,107.36
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA FINANCIAL MANAGER SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) financial manager services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and JULIE CHRISTINE, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform financial manager services for HIDTA. Financial manager services include, but are not limited to:

- 1.1 Establishing and/or revising and maintaining operating policies and procedures for management of funds;
- 1.2 Preparing annual budget estimates and coordinating budget submissions to HIDTA’s executive director (“executive director”), executive board, and the Office of National Drug Control Policy (“ONDCP”);
- 1.3 Disseminating guidelines and instruction material for preparation of budget submission and program objectives;
- 1.4 Providing technical assistance for developing budget submissions and funding estimates;
- 1.5 Providing guidance to HIDTA fiduciaries on the reporting and reimbursement procedures and Federal Financial Reporting requirements;
- 1.6 Reviewing, analyzing, and providing recommendations on requests from agencies and task forces for reprogramming and funding allocations;
- 1.7 Interpreting, revising, and providing instructions for preparing and presenting budget proposals, budget forecasts, funding status, and expenditure reports for all HIDTA initiatives;

- 1.8 Providing managerial and accounting interpretations of data in reports provided to the executive director, executive board, and ONDCP;
- 1.9 Developing, coordinating, and implementing new or revised in-house accounting systems, and initiating necessary instructions and procedures in conformance with HIDTA and ONDCP policies;
- 1.10 Assuring accounting, reporting, and procedures are in compliance with established fiscal and administrative policies and procedures of the HIDTA program;
- 1.11 Monitoring HIDTA grants from application to closeout phase and conducting ongoing reviews of the use of funds to ensure compliance with regulations;
- 1.12 Reviewing and balancing all grants to the HIDTA Financial Management System;
- 1.13 Reviewing the accuracy and permissibility of expenditures and identifying any problem areas;
- 1.14 Performing in-house and on-site reviews of fiduciaries/initiatives receiving HIDTA funds, examining financial reports, accounting records and related documents, and determining whether procedures are consistent and conform to acceptable practices;
- 1.15 Examining program objectives and packages submitted by initiatives for adequacy of material and compliance with ONDCP/HIDTA procedures;
- 1.16 Assisting in planning and developing materials for presentation to the executive board and ONDCP; and
- 1.17 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to

administer the Grant Agreement between ONDCP and the City (“Grant/Award”) by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director (“executive director”), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred fifty-nine thousand one hundred seven dollars and thirty-six cents (\$159,107.36) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

JULIE CHRISTINE

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Elizabeth Powell
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Prevention and Treatment Manager
AMOUNT: \$133,801.53
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA PREVENTION AND TREATMENT MANAGER SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) prevention and treatment manager services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and ELIZABETH POWELL, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform prevention and treatment manager services for HIDTA. Prevention and treatment manager services include, but are not limited to:

- 1.1 Understanding substance use prevention and treatment priorities and needs across the region through an ongoing review of available state and local needs assessments coupled with personally conducted evaluation;
- 1.2 Evaluating the impact of HIDTA-funded prevention and treatment initiatives;
- 1.3 Documenting outputs and outcomes of HIDTA-funded prevention and treatment initiatives in HIDTA’s performance management process (PMP) system in a consistent and timely manner;
- 1.4 Providing oral and written reports of prevention and treatment activities and outcomes at management and HIDTA executive board meetings;
- 1.5 Assisting in the development of HIDTA's annual budget request, to include the threat assessment;
- 1.6 Executing HIDTA’s prevention and treatment budget. Ensuring grant recipient expenditures are made in a timely manner and are properly documented and immediately reported, and that any other associated administrative functions are completed. Identifying and exploiting discretionary funding opportunities as they arise;

- 1.7 Establishing relationships with key stakeholders in the region to include community coalitions and other sectors that have shared prevention and treatment goals, such as education, local law enforcement, healthcare, and other community partners;
- 1.8 Facilitating regional communication pathways among substance use prevention, treatment, and law enforcement partners to facilitate information sharing;
- 1.9 Working with Overdose Response Strategy (ORS) representatives and National Guard counterdrug representatives to support communities in all domains of the Strategic Prevention Framework including assessment, capacity building, planning, implementation, and evaluation of evidence-based strategies for substance use prevention and treatment;
- 1.10 Participating in relevant task forces, conferences, and HIDTA events in the region's counties and municipalities;
- 1.11 Connecting communities with substance use prevention and treatment resources and federal technical assistance opportunities (HIDTA, ADAPT, SAMHSA, etc.);
- 1.12 Coordinating, facilitating, and delivering substance use prevention and treatment trainings and technical assistance to promote and advance strategies through community and workforce development;
- 1.13 Organizing, coordinating, or assisting in the development of activities and events to promote awareness, sharing of best practices, and innovation in the field of substance use prevention and treatment;
- 1.14 Promoting the use of the HIDTA program's Overdose Mapping Application Program (ODMAP) by public safety, public health, and substance use abatement agencies and organizations;
- 1.15 Advising HIDTA's executive director ("executive director") and staff on substance use prevention and treatment priorities across the region, existing efforts being employed, and other possible strategies based on the best available evidence; and
- 1.16 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred thirty-three thousand eight hundred one dollars and fifty-three cents (\$133,801.53) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

ELIZABETH POWELL

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Ian McKenzie
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Operations Manager
AMOUNT: \$129,744.64
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA OPERATIONS MANAGER SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) operations manager services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and IAN MCKENZIE, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform operations manager services for HIDTA. Operations manager services include, but are not limited to:

- 1.1 Serving as the primary point of contact and administrator of the Performance Management Process (PMP) database;
- 1.2 Ensuring the reliability and accuracy of data and information entered into the PMP database;
- 1.3 Ensuring participant/initiative/agency compliance with the performance reporting provisions detailed in HIDTA’s Program Policy and Budget Guidance as well as the PMP user guide, keeping HIDTA’s executive director (“executive director”), or designee, updated as required;
- 1.4 Maintaining their PMP certification;
- 1.5 Ensuring appropriate personnel are trained annually on the PMP database and are apprised of any changes in procedures or definitions;
- 1.6 Assisting HIDTA, the Office of National Drug Control Policy (“ONDCP”), and independent auditors during performance audits and program reviews;
- 1.7 Where applicable, implementing audit recommendations, addressing findings, and drafting and implementing a corrective action plan (CAP), if necessary;

- 1.8 Creating, implementing, and tracking annual training plans to include expected outputs and preparing and submitting associated budgets;
- 1.9 Identifying, recommending, and carrying out relevant training for HIDTA and its initiatives;
- 1.10 Routinely communicating with others similarly situated throughout the HIDTA community, and elsewhere, to identify and implement best practices;
- 1.11 Being responsible for administrative matters associated with HIDTA sponsored training, to include: physical and virtual classroom set-up, facility considerations, student manuals/training material, training aids, other necessary equipment, and instructor/student coordination;
- 1.12 Conducting after-action interviews and assessments;
- 1.13 Communicating training matters to HIDTA employees and contractors, stakeholders, and other law enforcement and public health agencies/entities operating in Washington State; and
- 1.14 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred twenty-nine thousand seven hundred forty-four dollars and sixty-four cents (\$129,744.64) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this

indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

IAN MCKENZIE

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Brandon Ross
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Information Technology Systems Administrator/
Electronic Surveillance Technician
AMOUNT: \$138,118.03
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

**AGREEMENT FOR NORTHWEST HIDTA INFORMATION TECHNOLOGY
SYSTEMS ADMINISTRATOR AND ELECTRONIC SURVEILLANCE TECHNICIAN
SERVICES**

THIS Agreement for Northwest HIDTA (“HIDTA”) information technology systems administrator/electronic surveillance technician services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and BRANDON ROSS, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform information technology systems administrator/electronic surveillance technician services for HIDTA. Information technology systems administrator/electronic surveillance technician services include, but are not limited to:

- 1.1 Developing and maintaining the HIDTA computer network, related systems, and the daily on-site operation thereof;
- 1.2 Installing, organizing, and supporting the HIDTA computer systems, including local area networks (LANs), wide area networks (WANs), network segments, intranets, and other data communication systems;
- 1.3 Offering expert guidance and support to HIDTA staff and affiliates regarding the procurement, use, maintenance, and control of the highly specialized hardware and software;
- 1.4 Interacting with and supporting law enforcement personnel during the course of investigations while maintaining strict confidentiality and operational security;
- 1.5 Overseeing contracted vendors’ installation and maintenance of commonly used electronic surveillance and/or telecommunication equipment and ensuring the work performed and products provided meet HIDTA requirements;

- 1.6 Ensuring HIDTA and its partners comply with the HIDTA Program Policy and Budget Guidance and Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200 as it pertains to equipment purchases and inventory safekeeping;
- 1.7 Ensuring that all the requirements of the loaned equipment program are met and the HIDTA inventory system is up to date and in compliance;
- 1.8 Conducting audits, inspections, preventive maintenance, and repairs to ensure optimum operational capability of electronics, systems, and equipment;
- 1.9 Reporting directly to the HIDTA Deputy Director; and
- 1.10 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred thirty-eight thousand one hundred eighteen dollars and three cents (\$138,118.03) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

BRANDON ROSS

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Michael J. Mizer
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Drug Intelligence Officer
AMOUNT: \$108,161.18
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA DRUG INTELLIGENCE OFFICER SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) drug intelligence officer services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and MICHAEL J. MIZER, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform drug intelligence officer services for HIDTA. Drug intelligence officer services include, but are not limited to:

- 1.1 Disseminating drug-related intelligence throughout Washington State;
- 1.2 Coordinating with HIDTA National Overdose Response Strategy personnel and drug intelligence officers throughout the United States;
- 1.3 Working with public health analysts and other representatives from the Centers for Disease Control and Prevention in furtherance of joint initiatives and policy considerations;
- 1.4 Tracking certain arrests and making appropriate notifications;
- 1.5 Serving as a clearinghouse for information requests from public and private entities;
- 1.6 Establishing points of contact with key federal, state, local, and tribal representatives to:
 - 1.6.1 Promote awareness and increase collaboration;
 - 1.6.2 Coordinate meetings, training, and outreach opportunities; and

- 1.6.3 Manage use of central databases ensuring the timely exchange of information;
- 1.7 Conducting interviews and liaising with members of public health, law enforcement, and the private sector to stay abreast of fluctuating drug threats and trends;
- 1.8 Preparing written reports and making presentations; and
- 1.9 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred eight thousand one hundred sixty-one

dollars and eighteen cents (\$108,161.18) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

MICHAEL J. MIZER

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Keith Evans
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Intelligence Analyst
AMOUNT: \$108,161.18
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA INTELLIGENCE ANALYST SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) intelligence analyst services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and KEITH EVANS, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform intelligence analyst services for HIDTA. Intelligence analyst services include, but are not limited to:

- 1.1 Performing criminal research and analysis in support of multi-agency criminal drug investigations;
- 1.2 Collecting, analyzing, evaluating, producing, and disseminating tactical, operational, and strategic intelligence;
- 1.3 Preparing written products pertaining to tactical, operational, and/or strategic intelligence;
- 1.4 Preparing presentations and conducting briefings to supervisors, managers, detectives, and/or prosecutors concerning investigative, operational, and/or strategic intelligence;
- 1.5 Using federal, state, and local criminal systems and databases to research and evaluate drug organization members, drug trafficking activities, and investigative overlaps;
- 1.6 Conducting communications analysis and preparing organizational, phone link, and timeline charts using various intelligence/investigative software applications;
- 1.7 Monitoring drug trafficking trends, identifying emerging trends and officer safety issues, and preparing strategic intelligence assignments;

- 1.8 Preparing and documenting analytical findings in investigative reports;
- 1.9 Using investigative and analytical tools, word processing, graphics, and spreadsheet software to produce reports, presentations, and special projects;
- 1.10 Completing special projects and performing other related analytical and research duties as required;
- 1.11 Testifying in criminal prosecutions as needed;
- 1.12 Traveling at government expense as needed;
- 1.13 Reporting directly to the investigative support center (ISC) manager; and
- 1.14 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred eight thousand one hundred sixty-one dollars and eighteen cents (\$108,161.18) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

KEITH EVANS

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Shawn Mitchell
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Intelligence Analyst
AMOUNT: \$108,161.18
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA INTELLIGENCE ANALYST SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) intelligence analyst services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and SHAWN MITCHELL, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform intelligence analyst services for HIDTA. Intelligence analyst services include, but are not limited to:

- 1.1 Performing criminal research and analysis in support of multi-agency criminal drug investigations;
- 1.2 Collecting, analyzing, evaluating, producing, and disseminating tactical, operational, and strategic intelligence;
- 1.3 Preparing written products pertaining to tactical, operational, and/or strategic intelligence;
- 1.4 Preparing presentations and conducting briefings to supervisors, managers, detectives, and/or prosecutors concerning investigative, operational, and/or strategic intelligence;
- 1.5 Using federal, state, and local criminal systems and databases to research and evaluate drug organization members, drug trafficking activities, and investigative overlaps;
- 1.6 Conducting communications analysis and preparing organizational, phone link, and timeline charts using various intelligence/investigative software applications;
- 1.7 Monitoring drug trafficking trends, identifying emerging trends and officer safety issues, and preparing strategic intelligence assignments;

- 1.8 Preparing and documenting analytical findings in investigative reports;
- 1.9 Using investigative and analytical tools, word processing, graphics, and spreadsheet software to produce reports, presentations, and special projects;
- 1.10 Completing special projects and performing other related analytical and research duties as required;
- 1.11 Testifying in criminal prosecutions as needed;
- 1.12 Traveling at government expense as needed;
- 1.13 Reporting directly to the investigative support center (ISC) manager; and
- 1.14 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred eight thousand one hundred sixty-one dollars and eighteen cents (\$108,161.18) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

SHAWN MITCHELL

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Gabriel Velasco
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Intelligence Analyst
AMOUNT: \$108,161.18
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA INTELLIGENCE ANALYST SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) intelligence analyst services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and GABRIEL VELASCO, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform intelligence analyst services for HIDTA. Intelligence analyst services include, but are not limited to:

- 1.1 Performing criminal research and analysis in support of multi-agency criminal drug investigations;
- 1.2 Collecting, analyzing, evaluating, producing, and disseminating tactical, operational, and strategic intelligence;
- 1.3 Preparing written products pertaining to tactical, operational, and/or strategic intelligence;
- 1.4 Preparing presentations and conducting briefings to supervisors, managers, detectives, and/or prosecutors concerning investigative, operational, and/or strategic intelligence;
- 1.5 Using federal, state, and local criminal systems and databases to research and evaluate drug organization members, drug trafficking activities, and investigative overlaps;
- 1.6 Conducting communications analysis and preparing organizational, phone link, and timeline charts using various intelligence/investigative software applications;
- 1.7 Monitoring drug trafficking trends, identifying emerging trends and officer safety issues, and preparing strategic intelligence assignments;

- 1.8 Preparing and documenting analytical findings in investigative reports;
- 1.9 Using investigative and analytical tools, word processing, graphics, and spreadsheet software to produce reports, presentations, and special projects;
- 1.10 Completing special projects and performing other related analytical and research duties as required;
- 1.11 Testifying in criminal prosecutions as needed;
- 1.12 Traveling at government expense as needed;
- 1.13 Reporting directly to the investigative support center (ISC) manager; and
- 1.14 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of one hundred eight thousand one hundred sixty-one dollars and eighteen cents (\$108,161.18) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

GABRIEL VELASCO

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

CONTRACTOR: Matthew Duran
AGENCY: City of Kennewick
PROJECT: Northwest HIDTA Deputy Director
AMOUNT: \$213,855.00
FUND SOURCE: High Intensity Drug Trafficking Area Grant
DURATION: January 1, 2026, through December 31, 2026

AGREEMENT FOR NORTHWEST HIDTA DEPUTY DIRECTOR SERVICES

THIS Agreement for Northwest HIDTA (“HIDTA”) deputy director services (“Agreement”) is made by and between the CITY OF KENNEWICK, a municipal corporation of the State of Washington, as a fiscal fiduciary for HIDTA (the “City”), and MATTHEW DURAN, an individual (“Contractor”).

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES TO BE PROVIDED BY CONTRACTOR.

Contractor agrees to perform deputy director services for HIDTA. Deputy director services include, but are not limited to:

- 1.1 Coordinating the HIDTA intelligence system operations to ensure compliance with the General Counterdrug Intelligence Plan, Office of National Drug Control Policy ("ONDCP") Program Policy and Budget Guidance, and other national and HIDTA program intelligence guidelines;
- 1.2 In the absence of the HIDTA executive director (“executive director”), the deputy director assumes the executive director’s responsibilities for the HIDTA program;
- 1.3 Monitoring and coordinating the HIDTA intelligence functions in order to provide optimal service to HIDTA initiatives and participating agencies through system evaluation and analysis. Identifying additional funding needs to the executive director, and facilitating reprogramming of funds where needed;
- 1.4 Preparing, facilitating, and directing the HIDTA investigative support center (“ISC”) staff in production of required annual and periodic reports such as the threat assessment, congressional reports, and peer reviews, as well as other strategic, tactical intelligence, and information documents, acting as primary editor;
- 1.5 Working cooperatively and collaboratively with HIDTA deputy directors and program managers, coordinating program activities to ensure HIDTA meets the HIDTA/ONDCP developmental standards for intelligence centers;

- 1.6 Understanding national intelligence system requirements and monitoring the status and progress of the HIDTA intelligence program to ensure interconnectivity and conformity to national requirements. Recommending improvements in intelligence program coordination and reporting to HIDTA's executive director, executive board ("executive board"), and its subcommittees;
- 1.7 Ensuring all aspects of the intelligence program are continually analyzed to identify new requirements, deficiencies, critical problems, and the need for program revision;
- 1.8 Supervising the preparation and maintenance of the ISC standard operating procedures (SOP) manual and annual budget based on requirements and input from the ISC manager and others;
- 1.9 Overseeing those responsible for the HIDTA facility's physical, procedural, and electronic security systems;
- 1.10 Being responsible for ISC budget matters, researching and developing of budget requirements, monitoring and approving purchases, invoices, and expenditures, and maintaining an ongoing awareness of budget status with all fiduciaries;
- 1.11 Assisting in planning innovative, comprehensive programs to meet the drug and regional crime threat while promoting HIDTA's enforcement and intelligence strategies;
- 1.12 Planning and forecasting for future requirements and developing short, medium, and long term plans to meet HIDTA's mission and goals;
- 1.13 Developing, fostering, and maintaining cooperative partnerships with federal, state, local, and tribal law enforcement agencies. Promoting and enhancing communications between HIDTA programs and initiatives;
- 1.14 Planning, developing, coordinating, and executing the annual HIDTA initiative review program. Assisting in the production of the ONDCP required Performance Management System;
- 1.15 Assisting in formulating policies and implementing strategic planning for the executive director and executive board in meeting HIDTA's mission and goals;
- 1.16 Providing general oversight and coordination for the preparation of annual initiative proposals. Ensuring that priorities and objectives are clearly identified, realistic, and consistent with other HIDTA programs and initiatives and in accordance with ONDCP mandates;

- 1.17 Assisting the HIDTA financial manager by providing advice, guidance, and assistance to task force managers and enforcement initiative supervisors during preparation of their HIDTA budgets;
- 1.18 Supervising HIDTA members responsible for general administration functions;
- 1.19 Supervising the HIDTA operations manager, who is responsible for promoting, developing, and maintaining a system for tracking operational and statistical performance data needed by HIDTA and/or participating HIDTA agencies;
- 1.20 Representing the HIDTA program and executive director by participating in national law enforcement meetings, conferences, and community forums;
- 1.21 Assisting the executive director as required with overall program administrative issues; and
- 1.22 Performing other duties as directed by competent authority.

2. TIME OF PERFORMANCE.

This Agreement shall govern services rendered beginning January 1, 2026, and ending December 31, 2026, unless this Agreement is terminated earlier as provided in Section 11.

3. INDEPENDENT CONTRACTOR.

Contractor is and shall at all times be an independent contractor and is not to be considered an agent, employee, or servant of the City. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the City. The Contractor specifically has the right to direct and control Contractor's own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The City's only responsibility under this Agreement is to administer the Grant Agreement between ONDCP and the City ("Grant/Award") by supplying ONDCP the proper documentation regarding any payments due to the Contractor, and disbursing such funds to the Contractor. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor will report to the HIDTA executive director ("executive director"), or designee, and will serve at the will of HIDTA. The Contractor will be required to comply with all requirements for employment established by HIDTA. This Agreement is subject to the review and approval of the executive director.

4. CONDITIONS OF EMPLOYMENT.

Employment is contingent on the qualification for, and maintenance of, a National Security Clearance at the appropriate level, with the minimum level required being secret.

5. COMPENSATION.

This Agreement, particularly the payment by the City to the Contractor of a salary, car allowance, and travel reimbursement, is contingent on funding by a Grant/Award and made available through ONDCP. Provided sufficient funding is available, the City will pay the Contractor a total salary of two hundred thirteen thousand eight hundred fifty-five dollars and no cents (\$213,855.00) for the services provided under this Agreement. Payment will be made in twenty-four (24) substantially equal, semi-monthly installments. In addition to this salary and car allowance, and provided sufficient funding is available, the City will reimburse the Contractor for necessary travel expenses incurred during the performance of the Agreement.

6. OWNERSHIP.

All reports, plans, specifications, all forms of electronic media, and data and documents produced in the performance of this work shall remain the property of HIDTA. The City reserves the right to access any records pertaining to the City of Kennewick.

7. CHANGES.

No changes or additions shall be made in this Agreement except as agreed to by all parties and reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

8. REVIEW AND APPROVAL.

Upon submittal of any report or other information required by the scope of services to be performed, the executive director, or designee, upon review may accept such work or reject it, or request such modification or additions as it deems appropriate.

9. HOLD HARMLESS AND INDEMNIFICATION.

The Contractor shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 Revised Code of Washington (RCW), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Contractor's obligation shall include, but not be limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission or breach of any common law, statutory, or other delegated duty by the Contractor, Contractor's employees, agents, or subcontractors.

10. COMPLIANCE WITH LAWS.

The Contractor shall comply with all applicable federal, state, and local laws in performing this Agreement, including laws governing discrimination.

11. TERMINATION.

11.1 Each party understands that funding is currently available to support this Agreement through December 31, 2026, but that funding is contingent upon legislative appropriation. Should loss of funding occur during the period covered by this Agreement, the City or HIDTA may terminate this Agreement with thirty (30) days' written notice. In that instance, the City will pay the Contractor for services performed up to and including one-half (1/2) of the month in which the termination is effective, assuming funding is available.

11.2 HIDTA may terminate this Agreement upon thirty (30) days' written notice to the Contractor for any other reason or no reason. In that event, the City shall pay the Contractor only for services provided. A final, pro-rata payment shall be made in accordance with Section 5 of this Agreement.

11.3 Termination shall not affect the rights of HIDTA, the City, or the Contractor under any other paragraph herein.

12. NON-ASSIGNMENT.

The Contractor shall not sublet or assign any of the rights, duties, or obligations covered by this Agreement without the prior express written consent of the City.

13. CONFLICTS BETWEEN ATTACHMENTS AND TEXT.

Should any conflicts exist between any attached exhibit or schedule and the text of this Agreement, the text shall prevail.

14. GOVERNING LAW AND STIPULATION OF VENUE.

The laws of the State of Washington shall govern this Agreement and any lawsuit regarding this Agreement must be brought in Benton County, Washington.

15. SEVERABILITY.

Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

16. INTEGRATION.

This Agreement is intended to replace all previous Agreements between the parties with respect to the terms of this Agreement. This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

17. NON-DISCRIMINATION.

The Contractor shall not discriminate against any person or persons because of race, religion, color, sex, national origin, or any other protected class status in the conduct of its operation hereunder and shall comply with all federal and state laws relating to discrimination.

Conversely, HIDTA shall not discriminate against the Contractor because of race, color, sex, national origin, or any other protected class status, and shall comply with all federal and state laws relating to discrimination.

18. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties with respect to work to be performed by the Contractor for the City, and there are no representations, warranties, or commitments, except as set forth in this Agreement.

19. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY.

If federal funds are the basis for this Agreement, the Contractor certifies that neither the Contractor nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency. Contractor further acknowledges that they have an affirmative duty to notify the City and the executive director, or designee, of being suspended or debarred from receiving federal grant money within five (5) business days from the date of the suspension or debarment. If requested by the City, the Contractor shall complete and sign a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Agreement shall be incorporated into this Agreement by reference.

IN WITNESS WHEREOF, the parties hereto execute this written Agreement on the latest day and year subscribed below:

CONTRACTOR

MATTHEW DURAN

Date

CITY OF KENNEWICK

ERIN ERDMAN, City Manager

Date

Approved as to form:

LAURENCIO SANGUINO, City Attorney

Date

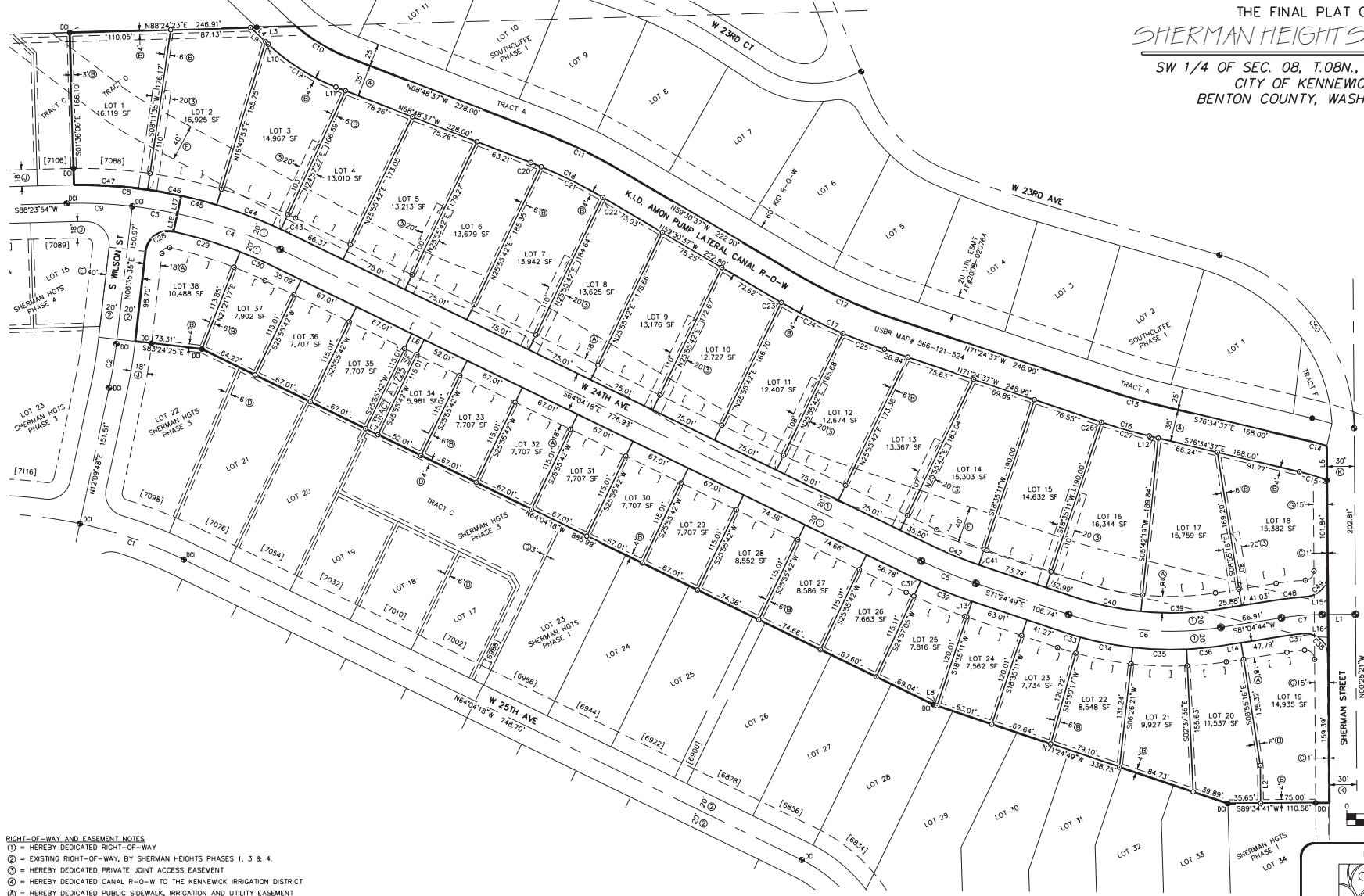
EXECUTION APPROVED BY NORTHWEST HIDTA EXECUTIVE BOARD

JOHN NOWELS, Executive Board Chair

Date

Council Agenda Coversheet	Item Number: 4.h. Item Type: Final Plat Subject: Final Plat: Sherman Heights Phase 5, SUB-2025-0011 Department: Community Planning Permit #: SUB-2025-0011 Date: 12/16/2025	Category: Consent Agenda
		
Recommendation Staff recommends that City Council authorize the Mayor (or in their absence, the Mayor Pro Tem) to sign the Final Plat of Sherman Heights Phase 5, contingent on payment of fees and bonding for incomplete sidewalks and landscaping. Motion for Consideration Motion to authorize the Mayor (or in their absence the Mayor Pro Tem) to sign the Final Plat of Sherman Heights Phase 5, contingent on payment of fees and bonding for incomplete sidewalks and landscaping. Summary A final plat application for Sherman Heights Phase 5 was submitted by Hayden Homes, c/o Erica Nelson. The plat is the final phase of the Sherman Heights Preliminary Plat, which consists of 38 lots and one tract on 11.76 acres. The plat is generally located at 7016 W 24th Avenue and is zoned Residential, Low (RL). The smallest lot is 7,562 square feet, the largest lot is 16,119 square feet and the average lot size is 12,243 square feet. The Preliminary Plat of Sherman Heights was approved by the Hearing Examiner on March 22, 2021. Staff reviewed the final plat application and found it to be in compliance with all applicable city development regulations. Prior to signing the final plat, the outstanding conditions will be met, in addition to payment of fees and bonding of incomplete sidewalks and landscaping. Following Council approval and plat signatures, the plat can be recorded and lots sold to individuals. Alternatives No alternatives were reviewed or are recommended; the applicant has met the applicable standards. Fiscal Impact None.		
Attachments: 1. Final Plat		

THE FINAL PLAT OF
SHERMAN HEIGHTS PHASE 5
 SW 1/4 OF SEC. 08, T.08N., R.29E., W.M.,
 CITY OF KENNEWICK,
 BENTON COUNTY, WASHINGTON



- RIGHT-OF-WAY AND EASEMENT NOTES**
- ① = HEREBY DEDICATED RIGHT-OF-WAY
 - ② = EXISTING RIGHT-OF-WAY, BY SHERMAN HEIGHTS PHASES 1, 3 & 4.
 - ③ = HEREBY DEDICATED PRIVATE JOINT ACCESS EASEMENT
 - ④ = HEREBY DEDICATED CANAL R-O-W TO THE KENNEWICK IRRIGATION DISTRICT
 - ⑤ = HEREBY DEDICATED PUBLIC SIDEWALK, IRRIGATION AND UTILITY EASEMENT
 - ⑥ = HEREBY DEDICATED PRIVATE DRAINAGE EASEMENT (3' ALONG SIDELINES AND 4' ALONG BACK LOT LINES)
 - ⑦ = HEREBY DEDICATED MUNICIPAL NO ACCESS AND SCREENING EASEMENT
 - ⑧ = EXISTING PRIVATE DRAINAGE EASEMENT, BY SHERMAN HEIGHTS PHASES 1, 3 & 4.
 - ⑨ = EXISTING TEMPORARY ACCESS EASEMENT, BY SHERMAN HEIGHTS PHASE 1
 - ⑩ = EXISTING UTILITY EASEMENT AF#2012-007466; 2012-007465; NOTE PORTION AFFECTING THIS PLAT IS HEREBY RELINQUISHED SHOWN HATCHED (SHEET 1)
 - ⑪ = EXISTING PUBLIC SIDEWALK, IRRIGATION AND UTILITY EASEMENT PER SHORT PLAT VOL. 1 PAGE 3488 AF#2016-007168.
 - ⑫ = EXISTING PUD EASEMENT PER SHORT PLAT AF#390269
 - ⑬ = EXISTING PUD EASEMENT PER SHORT PLAT VOL. 1 PAGE 3488, AF#2016-007168.
 - ⑭ = EXISTING PUBLIC SIDEWALK, IRRIGATION AND UTILITY EASEMENT, BY SHERMAN HEIGHTS PHASES 1, 3 & 4.
 - ⑮ = EXISTING RIGHT-OF-WAY SHOWN PER SHORT PLAT VOL. 1 PAGE 3488, AF#2016-007168.



AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS 20TH DAY OF
 _____, 20____ AT _____ MINUTES PAST _____
 _____, M. AND RECORDED IN VOLUME _____ OF
 PLATS PAGE _____ AT THE REQUEST OF
 DEREK C INGALSBEE, P.L.S.

BENTON COUNTY AUDITOR
 DEPUTY _____
 FILE NO. _____

FINAL PLAT FOR

THAYDEN HOMES

STRATTON SURVEYING & MAPPING P.C.
 313 NORTH MORAIN STREET
 KENNEWICK, WA 99336
 (509) 735-7364
 www.strattonsurvey.com

5866FPS.DWG	© 2025
DATE: 10/07/25	SHT. 2 OF 3
DRAWN BY: DCI	JOB # 5866

Council Agenda Coversheet	Item Number: 4.i. Date: 12/16/2025 Item Type: Contract/Agreement/Lease	Category: Consent Agenda
	Subject: Project Acceptance: Light Industrial Area (LIA) Utility Extensions Project P2211 Department: Public Works Project #: P2211	
<u>Recommendation</u> Staff recommends that Council accept the work of Culbert Construction, Inc. for contract P2211-24 Light Industrial Area (LIA) Utilities Extensions, in the amount of \$2,790,941.64. <u>Motion for Consideration</u> Motion to accept the work of Culbert Construction, Inc. for contract P2211-24 Light Industrial Area (LIA) Utilities Extensions, in the amount of \$2,790,941.64. <u>Summary</u> Original Contract: \$2,700,733.29 Change Orders: \$37,566.46 Quantity Changes: \$52,641.89 Total: \$2,790,941.64 (3.34% above original contract) This project constructed approximately 3,280 linear feet of 12-inch sanitary sewer pipe, 950 linear feet of 18-inch water pipe, and 950 linear feet of 16-inch water pipe between Bob Olson Parkway and the light industrial area (LIA) south of I-82. The sanitary sewer and water pipelines will were constructed under I-82 via two 36-inch horizontal bore trenchless crossings, each approximately 220 linear feet. The project had two (2) change orders to address a missed sewer service reconnection, replacement of a broken 16-inch water valve, and construction of an outside sewer drop on the south side of I-82. Quantity changes included additional paving on Colorado St. near Bob Olson Parkway, and additional rock excavation during the water and sewer installation. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> Project Funding Sources for this project included \$1.61M in American Rescue Plan Act (ARPA) funds, \$1.09M from WA Commerce Grant and \$90,941.64 from Water/ Sewer Enterprise Funds for a project total of \$2.8M. <u>Attachments:</u> None		

Council Agenda Coversheet	Item Number: 4.j. Date: 12/16/2025	Category: Resolution Consent Agenda
	Item Type: Resolution Subject: Resolution: Ratifying the 2025-2027 Interlocal Agreement for Solid Waste and Hazardous Waste Management in Benton County Department: Public Works Resolution #:	
<u>Recommendation</u> Staff recommends adopting the resolution as presented. <u>Motion for Consideration</u> Motion to adopt the resolution as presented. <u>Summary</u> At its November 18, 2025, meeting, the City Council unanimously approved the Interlocal agreement attached as Exhibit A to the resolution. Benton County requires a City of Kennewick resolution ratifying the contract. This is a housekeeping measure and does not change the terms and conditions of the agreement Council previously approved. A courtesy copy of the November 18, 2025, item coversheet is included for reference. <u>Alternatives</u> No feasible alternatives exist. <u>Fiscal Impact</u> The resolution ratifying the contract has no fiscal impact. The impacts of the agreement were described November 18.		
<u>Attachments:</u> 1. Resolution 2. 11-18-2025 Coversheet		

CITY OF KENNEWICK
RESOLUTION NO. 25-_____

A RESOLUTION OF THE CITY OF KENNEWICK RATIFYING AN
INTERLOCAL AGREEMENT BETWEEN THE CITIES OF RICHLAND,
WEST RICHLAND, PROSSER, BENTON CITY, AND BENTON COUNTY
REGARDING SOLID WASTE MANAGEMENT IN BENTON COUNTY

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 Interlocal Agreement 2025-2027 Benton County Solid Waste Management, and

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

NOW THEREFORE BE IT RESOLVED the City of Kennewick City Council ratifies its November 18, 2025, approval of the Interlocal Agreement attached as Exhibit A to this resolution.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 16th day of December 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

Exhibit A

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

Interlocal Agreement –2025-2027
Benton County Solid Waste Management

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.

Interlocal Agreement –2025-2027
Benton County Solid Waste Management

‘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

Interlocal Agreement –2025-2027
Benton County Solid Waste Management

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.

Interlocal Agreement –2025-2027
Benton County Solid Waste Management

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.

DocuSigned by:

9C27F3E05517436...
Erin Erdman, City Manager

Nov 19, 2025 | 1:45 PM PST
Date

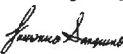
Attest:

Signed by:

5601FDDE3D08468...
Krystal Johnston, City Clerk

Nov 19, 2025 | 1:48 PM PST
Date

Approved as to Form:

DocuSigned by:

6CE8CFE3933F41F...
Laurencio Sanguino, City Attorney

Nov 19, 2025 | 11:42 AM PST
Date

Council Agenda Coversheet 	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	Category: Consent Agenda
APPROVED <u>Recommendation</u> Staff recommends approving the contract as presented. <u>Motion for Consideration</u> Motion to approve the contract as presented. <u>Summary</u> 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. <u>Alternatives</u> The alternative is to deny approval of the contract; this alternative is not recommended. <u>Fiscal Impact</u> 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. <u>Attachments:</u> 1. Agreement 2. Plan		

Council Agenda Coversheet	Item Number: 4.k. Date: 12/16/2025 Item Type: Contract/Agreement/Lease	Category: Consent Agenda																					
	Subject: Contract Award: 2025 Miscellaneous Water/Storm Project P2507-25 2025 Department: Public Works Project #: P2507-25																						
<u>Recommendation</u> Staff recommends awarding Contract P2507-25 2025 Misc. Water/Storm project to Ellison Earthworks LLC in the amount of \$371,011.22 plus a 10% contingency amount of \$37,101.12, for a total amount of \$408,112.34 and authorize the City Manager to execute the contract. <u>Motion for Consideration</u> Motion to approve Contract P2507-25 2025 Miscellaneous Water/Storm Project to Ellison Earthworks LLC as presented. <u>Summary</u> Seven (7) bids were received on December 9, 2025 at 10:00 a.m. <table border="0"> <tr> <td>Ellison Earthworks LLC</td> <td>\$371,011.22</td> <td>Engineer's Estimate: \$497,042.88</td> </tr> <tr> <td>Sharpe & Preszler Const.</td> <td>\$376,555.26</td> <td></td> </tr> <tr> <td>Big D's Construction</td> <td>\$418,038.70</td> <td></td> </tr> <tr> <td>Ray Poland & Sons Inc.</td> <td>\$446,162.34</td> <td></td> </tr> <tr> <td>Watts Construction</td> <td>\$461,662.40</td> <td></td> </tr> <tr> <td>Culbert Construction Inc.</td> <td>\$465,919.29</td> <td></td> </tr> <tr> <td>Pipe of Washington Cont.</td> <td>\$491,181.76</td> <td></td> </tr> </table> This project includes a series of small-scale water and storm drainage improvements at five separate locations throughout the City of Kennewick. The project's purpose is to replace aging or failing infrastructure, improve stormwater collection and conveyance, modify water mains for supply management, and restore pavement and landscaping disturbed by construction. This project is subject to a delayed start to accommodate seasonal limitations on asphalt production. Therefore, Notice to Proceed will be issued no earlier than Monday, March 16, 2026, weather dependent. State law requires that contracts are awarded to a responsible bidder with the lowest responsive bid. The bids were reviewed and determined to be responsive. Staff recommends awarding this project to Ellison Earthworks LLC, who was determined to be a responsive bidder with the lowest responsive bid. <u>Alternatives</u> No alternatives recommended. <u>Fiscal Impact</u> Vancouver St. Storm Drain (S1595310.563173) \$231,100 Misc. Storm Repair (S1595310.563049) \$20,600 Water Main Replacement (W1594340.565022) \$156,400			Ellison Earthworks LLC	\$371,011.22	Engineer's Estimate: \$497,042.88	Sharpe & Preszler Const.	\$376,555.26		Big D's Construction	\$418,038.70		Ray Poland & Sons Inc.	\$446,162.34		Watts Construction	\$461,662.40		Culbert Construction Inc.	\$465,919.29		Pipe of Washington Cont.	\$491,181.76	
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Culbert Construction Inc.	\$465,919.29																						
Pipe of Washington Cont.	\$491,181.76																						
<u>Attachments:</u> 1. Map																							

P2507 2025 Misc. Water / Storm Project



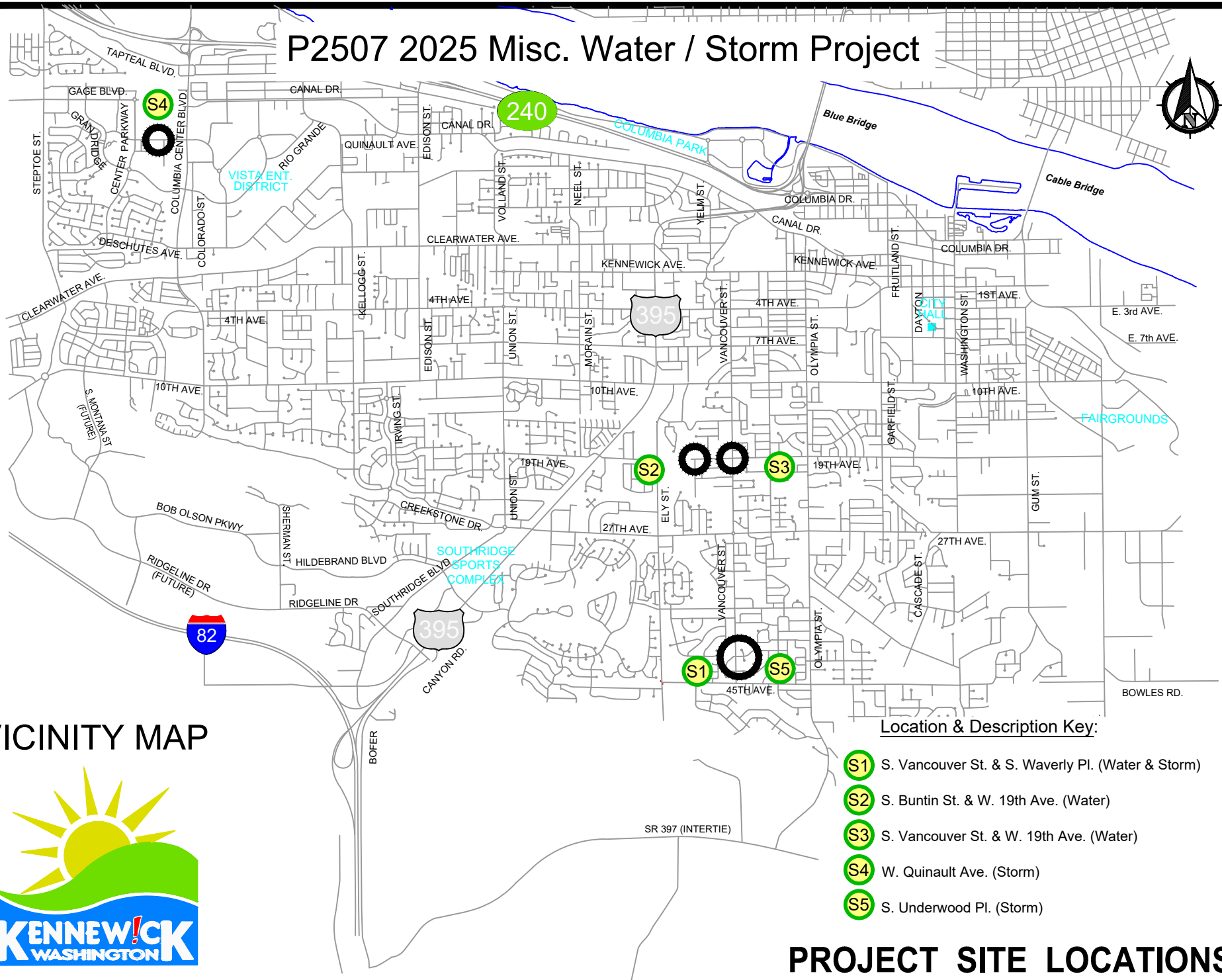
VICINITY MAP



Location & Description Key:

- S1** S. Vancouver St. & S. Waverly Pl. (Water & Storm)
- S2** S. Buntin St. & W. 19th Ave. (Water)
- S3** S. Vancouver St. & W. 19th Ave. (Water)
- S4** W. Quinault Ave. (Storm)
- S5** S. Underwood Pl. (Storm)

PROJECT SITE LOCATIONS



Council Agenda Coversheet 	Item Number: 4.I. Date: 12/16/2025 Item Type: Contract/Agreement/Lease Subject: Contract: Amendment to Interlocal Agreement with Northwest Open Access Networks (NoaNet) to Provide Fiber Optics to 17 Traffic Signals (Term Extension) Department: City Manager	Category: Consent Agenda
<u>Recommendation</u> Staff recommends Council approve the amendment to the Interlocal Agreement with NoaNet in order to extend the completion date to February 27, 2026. <u>Motion for Consideration</u> Motion to amend the Interlocal Agreement with NoaNet as presented. <u>Summary</u> On September 16, 2025, City Council approved an Interlocal Agreement with NoaNet to provide fiber optics to 17 traffic signals. The fiber optics allows improved connectivity and communications with traffic signals and related intersection cameras. It will also allow KPD to remotely download video from the intersection cameras to assist in their investigations. Due to scheduling conflicts with WSDOT, this work has experienced delays in the overall completion of the work by the original agreed to completion date of December 31, 2025, and will need two (2) additional months to complete the stated work at no added cost to the City. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> This is a "no-cost" amendment to the Interlocal Agreement.		
<u>Attachments:</u> 1. Amendment		



**CITY OF KENNEWICK
INTERLOCAL AGREEMENT WITH NOANET
TO PROVIDE FIBER OPTICS TO 17 TRAFFIC SIGNALS**

AMENDMENT # 1

I. RECITALS

This is a modification to the Interlocal Agreement to provide labor, materials and equipment to install fiber optics to seventeen (17) traffic signals between the contracting parties, the City of Kennewick, Washington (hereinafter "City") and Northwest Open Access Network (hereinafter "NoaNet").

There is now in full force and effect between the parties an Interlocal Agreement, executed by the City on September 16, 2025.

The parties to this contract desire to modify said Agreement as follows;

II. AGREEMENTS

1. Section 4. Compensation, Subsection B. Schedule is hereby modified as follows:

All work to be completed by February 27, 2026 unless otherwise agreed by the parties.

2. It is understood and agreed that all other terms and conditions of the Agreement shall be and remain the same.

III. SIGNATURES

City:

NoaNet

By: _____
Erin Erdman, City Manager

By: _____
Craig A. Nelsen, Chief Executive Officer

Date: _____

Date: _____

ATTEST:

Krystal Johnston
City Clerk

Date Signed: _____

APPROVED AS TO FORM:

Laurencio Sanguino
City Attorney

Date Signed: _____