

**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.

<b>MOTION:</b>	Mayor Pro Tem Torelli moved to move New Business after the Consent Agenda.
<b>SECOND:</b>	Councilmember Millbauer
<b>DISCUSSION:</b>	None.
<b>VOTE:</b>	<b>The motion passed unanimously (7-0)</b>

#### 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)**

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

**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.

<b>MOTION:</b>	Mayor Pro Tem Torelli moved to approve the housekeeping fee update ordinance docket as presented (docket items 5.a.1 through 5.a.7).
<b>SECOND:</b>	Councilmember Millbauer
<b>DISCUSSION:</b>	None.
<b>VOTE:</b>	<b>The motion passed unanimously (7-0)</b>
<i>The Deputy City Clerk assigned the ordinance numbers listed below.</i>	

- 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.

<b>MOTION:</b>	Mayor Pro Tem Torelli moved to adopt the resolution as presented.
<b>SECOND:</b>	Councilmember Anderson
<b>DISCUSSION:</b>	None
<b>VOTE:</b>	<b>The motion passed unanimously (7-0)</b>
<i>The Deputy City Clerk assigned Resolution No. 25-17.</i>	

**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.



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>