



City Council Workshop Agenda

January 27, 2026 at 6:30 PM

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


The City of Kennewick broadcasts Council meetings on the City's website at

<https://www.go2kennewick.com/CouncilMeetingBroadcasts>.

Written public comment is accepted pursuant to KMC 2.04.047 - more details are available at

<https://www.go2kennewick.com/550/Meeting-Guidelines>.

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1. Boards and Commissions: Presentation of 2025 Accomplishments and 2026 Annual Work Plans
 2. City Hall Replacement Study Request for Proposals (RFP)

Council Agenda Coversheet	Item Number: 1. Date: 1/27/2026	Category:
	Item Type: Presentation Subject: Boards and Commissions: Presentation of 2025 Accomplishments and 2026 Annual Work Plans Department: City Manager	
Summary Representatives of the Council's advisory boards and commissions (Arts, Block Grant, Historic Preservation, Parks & Recreation, and Planning) will present their 2025 accomplishments and 2026 work plans. Approval of the work plans will be brought forward for formal consideration at an upcoming regular Council meeting, likely February 3, 2026.		
Attachments: 1. Presentation		



CITY OF KENNEWICK BOARDS & COMMISSIONS

BOARDS & COMMISSIONS

Boards and Commissions Supporting Council's Goals and Objectives
Appointed by Council Interview Committee

Arts Commission

- Commission Chair: McKenzie Kennedy-Slatick
- Commission Vice Chair: Warren Hughs
- Commissioner: Jessy Southard
- Commissioner: Jason Watson
- Commissioner: Marguerite Finch
- Commissioner: Austin Wingle
- Commissioner: Thomas Lopez

Block Grant Advisory Committee (CDBG)

- Committee Chair: Ron Hue
- Committee Vice Chair: Vacant
- Committee Member: Bruce Donner
- Committee Member: Jerome Martin
- Committee Member: Carlo D'Alessandro
- Committee Member: Grace Stalder
- Committee Member: Amy Johnson

Historic Preservation Commission

- Commission Chair: Jennifer Harper
- Commission Vice Chair: KariAnne Clark
- Commissioner: Julie Nelson
- Commissioner: Marty Robinson
- Commissioner: Kim Simmons
- Commissioner: Thomas Smith
- Commissioner: Vacant

Parks & Recreation Commission

- Commission Chair: Ken Hahn
- Commission Vice Chair: Sergio Villegas
- Commissioner: Evelyn Martinez
- Commissioner: Uby Creek
- Commissioner: Michelle Haffner
- Commissioner: Vacant
- Commissioner: Joe Thornton

Planning Commission

- Commission Chair: James Hempstead
- Commission Vice Chair: Tina Gregory
- Commissioner: Douglas Perez
- Commissioner: Ana Rahimlou
- Commissioner: Mark Barger
- Commissioner: Michelle Morales
- Commissioner: Christopher Arneson



ARTS COMMISSION

2025 Accomplishments

- Art Wind Sculpture was Installed at Lawrence Scott Park, *2025*.
- "Robot" at 10th Olympia Wrapped, *January 2025*.
- Call for Art was Modified to Include Local Artists of All Ages and Restrict the Use of Artificial Intelligence, *February 2025*.
- "Faces" at Hildebrand and Plaza Way Wrapped, *March 2025*.
- PUD Box Outside Keewaydin Library, that was Frequently Tagged, Wrapped, *March 2025*.
- Confirmed our Partnership with STCU and Sent Out Press Release for a Call for Art, *April 2025*.
- Received Over 80 Submissions from Regional Artists, *June 2025*.
- Commission Met and Selected 4 Art Pieces by Regional Artists to be Placed at 10th & Edison, Clearwater & Union, 4th & Vancouver, 10th & Vancouver.

ARTS COMMISSION

2026 Work Plan

Responsible Government

- Reincorporate Stored Art Back into the Community.
- Create Mechanism to Solicit Donations and Funnel through Established City Expenditure Account.

Quality of Life

- Set Up a Booth at a Minimum of 2 Parks and Recreation Events.
- Hand Out Art Awards at Local Art Event.
- Create Pool of Volunteers.

Economic Development

- Creation of an Art Show in Kennewick.
- Research and Recommend Municipal Funding Source.

Infrastructure and Growth

- Create Plan for Maintenance of Installed Art.
- Explore and Recommend Larger Artwork Installation.

BLOCK GRANT ADVISORY COMMITTEE (CDBG)

2025 Accomplishments

- Vancouver Park Pump Track.
- Bubble on Gum Housing Offsites.
- Splash Pad.
- Non-Profit Support.



BLOCK GRANT ADVISORY COMMITTEE (CDBG)

2026 Work Plan

- Columbia Basin Veterans Kitchen/Bathroom Remodel.
- Adult Day Services Parking Lot Repairs.
- Eastgate Park Turf Replacement.
- Juniper St. Sidewalk.
- Non-Profit Support.



HISTORIC PRESERVATION COMMISSION

2025 Accomplishments

- Utilized Grant Funding to list the Farmer's Exchange Building in the National Register of Historic Places.
- Utilized Grant Funding to Complete an Inventory of Historic Downtown Buildings.
- Awarded a Certified Local Government Grant (CLG) to Develop a Citywide Historic Context Statement for Kennewick with an Accompanying Story Map.
- Campbell House (510 E Third Ave) Listed in the Kennewick Historic Register.
- Certificate of Appropriateness Issued for a Remodel and Addition to the Davis House at 503 W Albany Ave.
- Partnered with Local Organizations such as HDKP and the East Benton County Historical Museum to Promote Historic Preservation in Kennewick.
- Completed OPMA, Public Records, and Secretary of the Interior's Standards Training.

HISTORIC PRESERVATION COMMISSION

2026 Work Plan

- Continue Work on the Citywide Historic Context.
- Submit for a 2027 CLG Grant to Begin Work on a Historic Preservation Plan.
- Develop a Formalized Public Outreach Program to Include Promotion of the Kennewick Historic Register, an Awards Program, and Participation at Community Events, among Others.
- Meet with New Economic Development and Marketing Staff to Leverage Existing City Resources to Promote Historic Preservation and Kennewick's Historic Downtown.
- Promote the Kennewick Historic Register and Grow Participation in the Program.

PARKS & RECREATION COMMISSION

2025 Accomplishments

Dog Park Development

- The Parks and Recreation Commission Conducted door-to-door Outreach with Flyers Inviting Residents to a Community Meeting to Gather Feedback on the Location of Kennewick's First Public Dog Park. Commissioners Attended and Assisted with Meeting Facilitation, where Community Input led to Relocating the Proposed Site from Audubon Park to Columbia Park. Commissioners also Participated in Design Review and were Present for the Park's Grand Opening.

Arbor Day

- Commissioners Assisted with Arbor Day Activities by Demonstrating Proper Tree-Planting Techniques and Promoting the Importance of Maintaining Kennewick's Tree City USA Status.

River of Fire

- Commissioners Attended River of Fire, Promoted Parks and Recreation Programs/Events, and Assisted with Operations at the Parks and Recreation/First Aid booth.

National Night Out

- Commissioners Engaged with Residents During National Night Out, Fostering Community Connections, and Promoting Parks and Recreation Opportunities.

Earth Day at The REACH

- Commissioners Staffed and Managed a Booth at Earth Day 2025 at The REACH, Highlighting the Widgeon Way Project and Recreational Benefits.

Rec-2-U

- Commissioners Assisted Event Attendees and Parks and Recreation Staff with Activity Stations during Rec-2-U Events. Activities Included Tie-Dye Shirts, Games, a Home Run Contest, Pickleball, and More.

WRPA 2025 Conference

- Commissioners Attended the Washington Recreation & Park Association (WRPA) Conference and Helped Host the Largest Social Event at the Numerica Pavilion, Themed as a Glow Party.

Park Safety Audits / Park Assessments

- Commissioners Conducted Site Visits to Kennewick Parks and Documented Observations Through the Formal Park Safety Audit Process. These Audits are Transitioning to "Park Assessments" to Better Reflect their Broader Purpose.

Pathways and Trails Master Plan

- Commissioners Participated on the Steering Committee for the Pathways and Trails Master Plan, Reviewed Draft Plans, and Provided Feedback on Proposed Designs.

PARKS & RECREATION COMMISSION

2026 Work Plan

Community Safety

- Enhance Community Safety Through Safe Parks.
 - Park Assessments.
 - Review, Assess, and Recommend Updates to Facility and Park Safety Environment.

Responsible Government

- Organizational Excellence and Financial Stewardship.
 - Present to Council as needed.
 - Solicit Donations and Research Grant Opportunities while Providing Input.

Quality of Life

- Leverage the Potential of Recreation as an Economic Driver.
 - Community Engagement (Arbor Day, NNO, Family Fun Day, Rec-2-U, 9/11, Veterans Day, Earth Day, Youth Basketball, etc.). Every Commissioner Attends at least one Event/Program and Commission Presence at all Events.
 - Support New Recreation Initiatives. Develop Plan for Advocacy to Council. – Pool, Lawrence Scott Park, Wigeon Way Trail System.
- Maintain Recreation Infrastructure.
 - Senior and Adult Programming Evaluations (KCC location).

Economic Development

- Organizational Excellence and Financial Stewardship.
 - Identify and Recommend Potential Funding Mechanisms for Future Recreational Facilities.

Infrastructure and Growth

- Maintain Recreation Infrastructure.
 - Assist with Design of Columbia Park Splash Pad.
 - Develop Plan to Add a Minimum of Three New Dog Park Amenities.

PLANNING COMMISSION

2025 Accomplishments

Routine Work

- Rezones (5).
- OPMA & PRA Training.

Project work

- Middle Housing.
- Comprehensive Plan Periodic Update.
- Co-Living Housing.
- Self Storage and RV Storage.
- KAC Changes and Integration.

PLANNING COMMISSION

2026 Work Plan

Routine Work

- Private Rezones.
- Private Code Amendments.
- Open Public Meetings Act Training.
- Public records Act Training.

Comprehensive Plan Periodic Update

- Goals and Policies Review.
- Critical Areas Review.
- Land Use Concepts Review.
- Housing Action Plan Review.


Code Amendments

- Unit Lot Subdivision (SB 5559).
- Existing Building Residential Conversion (HB 1757).
- Periodic Update Related Amendments.



DISCUSSION



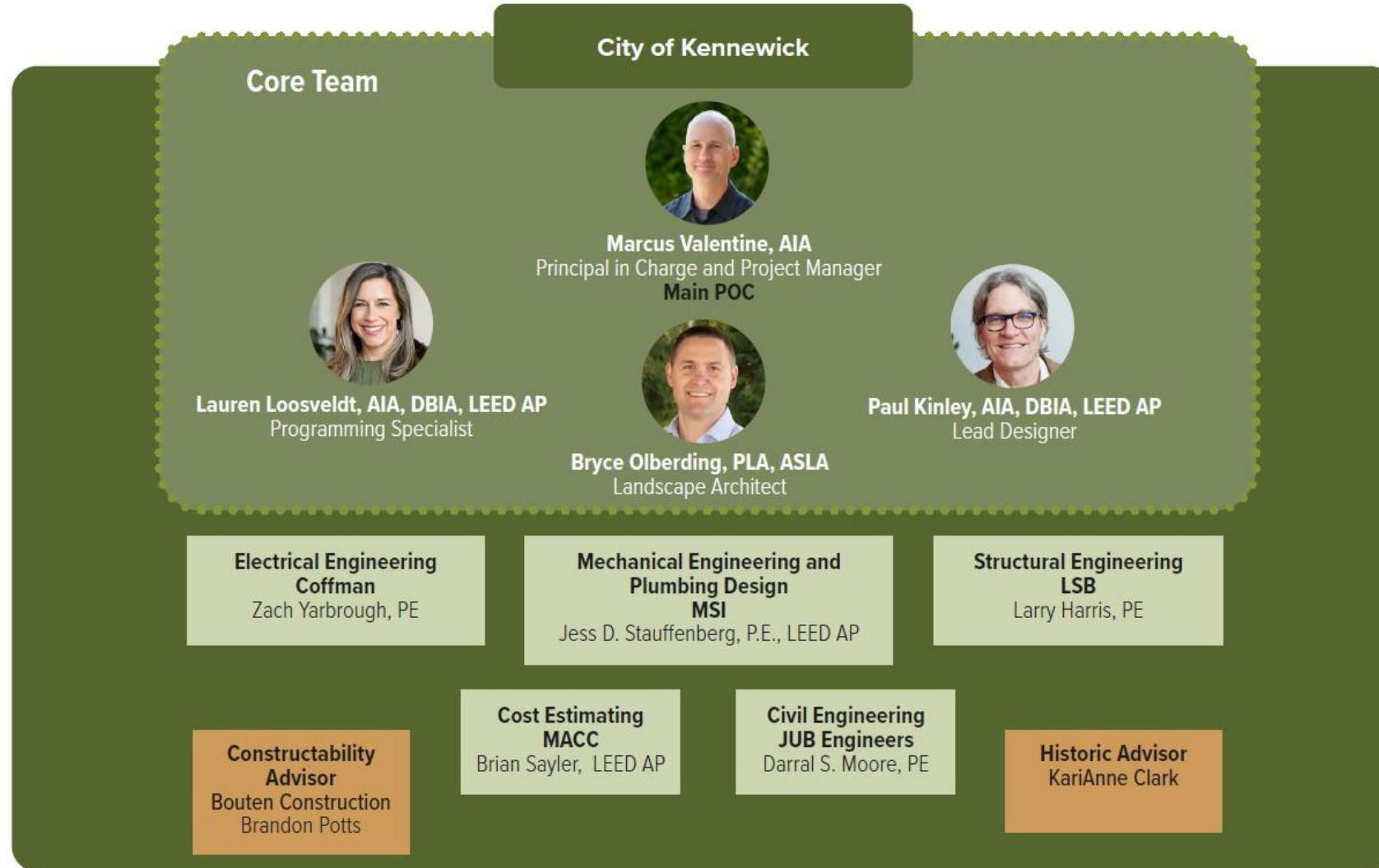
Council Agenda Coversheet	Item Number: 2. Date: 1/27/2026	Category: Other
	Item Type: Presentation Subject: City Hall Replacement Study Request for Proposals (RFP) Department: City Manager	
<p>Summary</p> <p>Purpose: To obtain City Council direction on the proposed RFP scope of work for the City Hall replacement study.</p> <p>Background: At the August 12, 2025, City Council meeting staff received consensus to proceed with the City Hall replacement study based on the white paper and sample RFP framework documents presented at the meeting. On October 8, 2025, staff issued an RFP for the City Hall replacement study and received eight proposals on October 29, 2025. Following review and scoring of the submitted proposals, staff narrowed the consultant pool down to two firms, including Architects West inc.and Anderson Mason Dale Inc. After formal presentations by both firms, staff selected Architects West Inc to move forward in the process.</p> <p>Proposed Scope of Work: The proposed scope of work includes the following components; 1) Existing City Hall condition assessment, three to five-year improvement options and 20 to 25-year improvement options 2) New City Hall construction feasibility, conceptual design, site plan, costs and timeline 3) Civic Campus Master Plan-integrate new facilities into a comprehensive civic campus vision using existing studies</p> <p>Fiscal Impact: The cost of the proposed scope of work is \$314,915.</p> <p>Action Requested: Provide direction to staff on the proposed City Hall replacement study scope of work and authorize staff to bring the final scope of work and professional services agreement to the February 3, 2026, City Council meeting for formal action.</p>		
<p>Attachments:</p> <ol style="list-style-type: none"> 1. Scope 2. Study 		



Scope of Services for City Hall Replacement Study



Project Team



Existing Conditions Assessment

- Systems Evaluation
- Structural Evaluation
- Code Deficiencies
- Security Analysis
- Critical Needs and Estimates (3-5 Year Plan)

Existing Building 20 Year Plan

- Program Development
- Systems Replacement
- Seismic Upgrades
- Code Updates
- Expansion/Reconfiguration Options
- Corrections and Estimates

New City Hall

- Program Development
- Conceptual Design Approach
- Construction Cost Opinion

Master Plan Update

- Integration of Existing or New Facility into Civic Campus Master Plan
- Downtown and Parks Connection
- Recreation Facility Potential Sites

Schedule

- Overall Delivery by June 2026
- Kickoff Meeting
- Existing Conditions and Programming
- Concept Designs and Estimates
- Non-linear Process



Questions?



January 9, 2026

City of Kennewick
Attn: Cary Roe, Deputy City Manager
210 W. 6th Ave.
Kennewick, WA 99336

Re: Architectural Scope of Services Proposal - Revised
City Hall Replacement Study

Dear Mr. Roe,

Thank you again for the opportunity to provide a scope and services proposal for the proposed project! Our team looks forward to a productive process that will assist the City of Kennewick in making data-based informed decisions about the future of the civic center. It is our understanding that the project has three primary components, which are described herein. The focus of the study will be to develop actionable data and options to assist the City of Kennewick in planning future capital projects within the civic campus.

Per the Request for Proposals and subsequent discussion with you, the following scope of services is proposed.

Project Description:

There are three primary components to the project: Existing building assessment, new construction option, and civic campus master plan review. These components are further expanded as follows:

Existing City Hall comprehensive renovation feasibility (20-25 year)

1. Analyze the existing City Hall systems and structure for condition and remaining life.
2. Review and incorporate findings from previous facility studies.
3. Develop a plan approach to full modernization and code compliance under the *International Building Code*.
4. Assess replacement of major building systems.
5. Review required upgrades to building structure for current seismic requirements.
6. Develop concepts to update and reorganize building interior for optimal workflow and space utilization.
7. Provide cost opinion for proposed renovation(s), and high level life-cycle impact.
8. Create exterior character renderings.

Deliverables include condition assessments, code analysis, concept graphics and narratives in support of systems replacement, floor plan overlays to show building (re)organization, concept-level exterior rendering(s), and cost estimates.

Existing City Hall minimal life extension (3-5 year)

1. Analyze the existing City Hall systems and structure for condition and remaining life.
2. Assess essential repairs necessary to safely maintain operations.
3. Develop five-year essential systems repairs approach and estimated cost.

Deliverables will overlap with the building condition assessment and comprehensive remodel approach, and will include code analysis, narratives for short term systems upgrades, and floor plan overlays to show critical areas of renovation. This component of the study is meant to be minimal – only identifying those items essential to the short term continued use of the existing building. Aside from identifying deficiencies in existing systems, code compliance and accessibility as part of the condition assessment, no building renovation elements will be included in the minimal life extension study.

New City Hall

1. Create program document based on current and projected staff and support needs.
2. Develop conceptual architectural approach to plan, elevations, massing, and site placement for a replacement City Hall.
3. Develop site plan approach to identify requirements. Coordinate with master plan.
4. Develop concept cost op and timeline for new construction.

Deliverables include program document, conceptual plans, elevations, building massing and site plan, cost estimates and potential construction timeline for a new facility.

Civic Campus Master Plan

1. Review prior studies and planning goals for the civic campus.
2. Develop unified civic campus masterplan update to incorporate potential new City Hall, updates related to the twenty-year existing facility continued use option, and potential use of the existing facility site.
3. Master plan to consider future expansion, economic development, planning requirements, and connection to other core city amenities.

Deliverables include a masterplan graphic showing the above components, with narrative support.

The updated program of departments and staff, with growth projections, will be utilized to inform the approach to both the new construction and comprehensive remodel options. The process will include right-sizing of the proposed facilities to eliminate redundancies and improve operational efficiency.

Process for Project Development

The service would include, but not necessarily be limited to the following primary components:

- Meet with City of Kennewick project team to refine a list of guiding goals and objectives. It is anticipated that the initial kickoff meeting will be mid-February, assuming approval of the contract on February 3.
- Review previous programming findings with department staff. Update space needs and growth projections to create an updated program document.
- Right-sizing exercise: Review requirements, looking for efficiencies and overlap. Create overall program document to serve as the basis for new development and existing building overlays.
- Review building and planning codes/ordinances for opportunities and constraints.
- Create concept-level diagrams to explore adjacencies and departmental organization.
- Create site studies to test fit concept options and determine compatibility with civic campus long range plan.
- Develop scoring rubric to weigh various approaches in terms of meeting City functional, growth and revitalization goals.
- Create presentation graphics to clearly demonstrate options for both renovation and new construction options.
- Develop order-of-magnitude cost estimates to assist in project feasibility analysis.

The services provided are a combination of programming, conceptual and schematic design for the three (3) project options.

Schedule:

The proposed process is generally not linear, as the various components are not necessarily precursors to subsequent tasks. The existing building condition assessments will occur first, concurrently with the building program update. Condition reports and program will inform the approaches to the existing building and the new construction, which will proceed concurrently with the objective of completion before the June 2026 financial planning kickoff. The general sequence is proposed to be:

Start of services/Kickoff	February 5, 2026
Condition Assessments	February 2026
Program Discussions	February 2026
Concept Design	February – March 2026
50% Review	April 8, 2026
Concept Design	March – June 2026
100% Deliverable	June 10, 2026

We anticipate up to five (5) in-person meetings: Council workshop presentation (1/27), Council meeting (2/3), kickoff meeting, condition assessments (including consultants), and final deliverable Council workshop. There is potential for one additional Council meeting following the workshop presentation in June, TBD as needed. During the course of the services, meetings are intended to be virtual, held on a monthly basis with the City of Kennewick team. Additional virtual or in-person meetings will be scheduled as needed.

Exclusions:

Proposed services do not include hazardous materials surveys or abatement plans. It is understood surveys have previously been performed, and results are available. Services do not include topographic or boundary surveying, or geotechnical evaluations. Services do not include engineering design of systems or utilities. Full architectural design of facilities is not included. Public involvement processes to gather community input on options are not included. Assessments are not included for any existing structures apart from the existing City Hall building. Any services identified as excluded, or otherwise not specifically described as included, may be added at City request with appropriate fee modification.

Fee:

Architects West proposes to provide the services described above for a lump sum fee of \$314,915, plus reimbursable expenses as described herein. Services may also be provided on a time and materials basis with the proposed lump sum as the estimated total. Reimbursable Expenses include actual expenditures made by the Architect in the direct interest of the Project. These include printing and reprographics, mileage, meals and lodging (if required). Reimbursable expenses include a 10% administration fee to cover internal processing. Based on the estimated trip costs, reimbursable expenses are anticipated to be in the range of \$5000-\$6000. The proposed fee is further broken down by anticipated staff and consultants in the spreadsheet appended to this proposal. (Note: Where hourly rates vary between Architects West and Opsis Architecture, an average value has been used.)

If the scope and fee presented meets with your approval, please forward the preferred form of agreement for review and signature. Please let me know if you have any questions or require clarification regarding any aspect of this proposal.

Sincerely,

ARCHITECTS WEST, INC.



Marcus E. Valentine, AIA
 Principal

ARCHITECTS WEST, INC.
HOURLY RATE SCHEDULE
May 1, 2025

Principal	\$230.00
Senior Architect	\$190.00
Architect I	\$170.00
Architect II	\$150.00
Architect III	\$130.00
Architect Intern I	\$125.00
Architect Intern II	\$110.00
Senior Interior Designer	\$160.00
Interior Designer I	\$130.00
Interior Designer II	\$95.00
Senior Landscape Architect	\$185.00
Landscape Architect I	\$130.00
Landscape Architect II	\$110.00
Landscape Designer	\$95.00
Draftsperson I	\$130.00
Draftsperson II	\$105.00
Draftsperson III	\$80.00
Administrative I	\$130.00
Administrative II	\$95.00
Administrative III	\$75.00
WEB/Graphics/Drafting	\$140.00

Proposal For Services

WORK PHASE	Projected Hours	Cost Per Hour (In Dollars)	Phase Total	Phase Percentage of Fee
1. Program Verification	70.0		\$15,200.00	4.83%
Programming, Coordination Meetings				
Principal Architect	30.0	\$240.00	\$7,200.00	
Project Architect	40.0	\$200.00	\$8,000.00	
2. Existing City Hall	199.0		\$62,360.00	19.80%
Building Condition Assessments				
3-5 Year Improvement Options				
Structural Engineer	1.0	\$7,000.00	\$7,000.00	
Mechanical Engineer	1.0	\$8,000.00	\$8,000.00	
Electrical Engineer	1.0	\$8,000.00	\$8,000.00	
Principal Architect	50.0	\$240.00	\$12,000.00	
Project Architect	80.0	\$200.00	\$16,000.00	
Drafter	60.0	\$110.00	\$6,600.00	
Cost Estimator	1.0	\$4,000.00	\$4,000.00	
3-D Modeler	0.0		\$0.00	
Administrative	8.0	\$95.00	\$760.00	
3. Existing City Hall - 20 year option	438.0		\$121,325.00	38.53%
Comprehensive renovation study, conceptual design, International Building Code				
Structural Engineer	1.0	\$18,000.00	\$18,000.00	
Mechanical Engineer	1.0	\$7,500.00	\$7,500.00	
Electrical Engineer	1.0	\$8,000.00	\$8,000.00	
Principal Architect	110.0	\$240.00	\$26,400.00	
Project Architect	110.0	\$200.00	\$22,000.00	
Drafter	200.0	\$110.00	\$22,000.00	
Cost Estimator	1.0	\$6,500.00	\$6,500.00	
Historic Preservation	0.0	\$0.00	\$0.00	
3-D Modeler	1.0	\$6,000.00	\$6,000.00	
Administrative	15.0	\$95.00	\$1,425.00	
Constructability	1.0	\$3,500.00	\$3,500.00	
4. New City Hall	405.0		\$85,640.00	27.19%
New Construction Feasibility, conceptual design				
Principal Architect	120.0	\$240.00	\$28,800.00	
Project Architect	150.0	\$200.00	\$30,000.00	
Drafter	120.0	\$110.00	\$13,200.00	
Cost Estimator	1.0	\$6,000.00	\$6,000.00	
Historic Preservation	0.0	\$0.00	\$0.00	
3-D Modeler	1.0	\$6,500.00	\$6,500.00	
Administrative	12.0	\$95.00	\$1,140.00	

Constructability	1.0	\$3,500.00	\$3,500.00
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5. Master Plan update

New structures, core connections and development

182.0

\$30,390.00

9.65%

Principal Architect	20.0	\$240.00	\$4,800.00
Project Architect	20.0	\$200.00	\$4,000.00
Landscape Architect	80.0	\$185.00	\$14,800.00
Drafter	60.0	\$110.00	\$6,600.00
Cost Estimator	0.0	\$8,000.00	\$0.00
3-D Modeler	0.0		\$0.00
Administrative	2.0	\$95.00	\$190.00

\$314,915.00